

TO: City Council
FROM: Shelly Carter, Assistant Finance Director
DATE: August 20, 2024
SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff is seeking City Council ratification of:

- July 12, 2024, payment of Eden vouchers 174125 to 174150 in the amount of \$340,688.51 and electronic payments 903035 to 903048 in the amount of \$210,771.54 and wire payments in the amount of \$254,527.63; and Enterprise vouchers 183847 to 183971 in the amount of \$863,676.23 and electronic payments 904452 to 904483 in the amount of \$132,573.59.
 - July 19, 2024, payment of Eden vouchers 174151 to 174156 in the amount of \$1,080.35; payment of Enterprise vouchers 183972 to 184019 in the amount of \$144,683.96 and electronic payments 904484 to 904501 in the amount of \$53,276.12.
 - July 26, 2024, payment of Eden vouchers 174157 to 174173 in the amount of \$207,285.57 and electronic payments 903049 to 703055 in the amount of \$76,845.71 and wire payments in the amount of \$266,573.79; payment of Enterprise vouchers 184020 to 184077 in the amount of \$711,641.71 and electronic payments 904502 to 904530 in the amount of \$814,780.93.
 - August 2, 2024, payment of Eden vouchers 174174 to 174184 in the amount of \$221,730.76; payment of Enterprise vouchers 184078 to 184144 in the amount of \$276,324.59 and electronic payments 904531 to 904552 in the amount of \$44,446.01.
 - August 9, 2024, payment of Eden vouchers 174185 to 174204 in the amount of \$319,710.16 and electronic payments 903056 to 903069 in the amount of \$176,098.09 and wire payments of \$249,000.70; payment of Enterprise vouchers 184145 to 184218 in the amount of \$236,291.20 and electronic payments 904553 to 904574 in the amount of \$161,940.46.
-

2) Background:

The City pays vendors monthly for purchases approved by all departments. The Finance Director has reviewed and released the payments as certified on the attached Exhibit(s). The full voucher listings are available upon request of the Assistant Finance Director. The most significant payments* were:

Vendor		
Active Construction, Inc.	354,012.30	PE 17; I-5/Trosper Rd/Capitol BLVD Reconfiguration
RH2 Engineering, Inc	68,178.68	Permitting, env studies, cultural resources, Site Investigation & planning, Hydraulic Medeling, Data Collection, Project Management Services, Southeast Water Reservoir.
TCF Architecture, PLLC	145,977.84	May 1 – 31 Maintenance &

Vendor		
		Operations Facility
Shea Carr & Jewell, Inc	26,103.90	2025 Tumwater Middle Housing Amendments SCJ Project #24-000045 April 27 2024 – June 14 2024
Housing Authority of TC	50,185.75	Relocation costs per affordable housing agreement
Nisqually Indian Tribe	38,913.00	Incarceration & booking fees June 2024
Bobbie & Amanda's Cleaning	22,806.22	June janitorial services
AWC Employee benefit trust	149,145.06	July Collections for August PREMS
Active Construction, Inc.	422,044.72	PE #18 I-5/Trosper Rd/Capitol BLVD Reconfiguration
WA ST DEPT OF Revenue	67,288.93	Use tax 6/1/2024 to 6/30/2024 and sales/excise
LEOFF Health and Welfare Trust	51,687.82	July collection for Aug PREMS POL MD
LOTT Wastewater Alliance	678,015.58	June 2024 LOTT Fees
EXP U.S. Services in	28,683.54	2025 Comp plan update climate element development
TCF Architecture, PLLC	46,425.33	Maintenance & Operations Facility design phase
Acushnet Company	21,207.13	ProV1 Golf balls
Craft District, LLC	77,670.72	Craft District LLC development credit
Governmentjobs.com	41,805.74	Subscription attract & perform 7/24/24 – 7/23/25
Bobbie & Amanda's Cleaning SVC	25,400.51	Janitorial services and supplies July 2024
National Public Safety Group, LLC	79,230.83	Service provider agreement June – December 2024

* Includes vouchers in excess of \$20,000, excluding routine utility payments.

-
- 3) Policy Support:
- Strategic Goals and Priorities: Fiscally responsible and develop sustainable financial strategies.
 - Vision Mission Beliefs-Excellence: Efficient stewards of public resources, building public trust through transparency.
-

- 4) Alternatives:
- ☐ Ratify the vouchers as proposed.
 - ☐ Develop an alternative voucher review and approval process.
-

- 5) Fiscal Notes:
- The vouchers are for appropriated expenditures in the respective funds and departments.
-

- 6) Attachments:

- A. Exhibit A – Payment of Vouchers – Review and Approval
- B. Exhibit B – Payment of Vouchers – Review and Approval
- C. Exhibit C – Payment of Vouchers – Review and Approval
- D. Exhibit D – Payment of Vouchers – Review and Approval
- E. Exhibit E – Payment of Vouchers – Review and Approval