

TO: City Council
FROM: Shelly Carter, Assistant Finance Director
DATE: September 03, 2024
SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff is seeking City Council ratification of:

- August 16, 2024, payment of Eden vouchers 174205 to 174234 in the amount of \$2,336.58; payment of Enterprise vouchers 184219 to 184285 in the amount of \$296,934.28 and electronic payments 904575 to 904593 in the amount of \$
 - August 23, 2024, payment of Eden vouchers 174235 to 174249 in the amount of \$196,374.84 and electronic payments 903070 to 903076 in the amount of \$74,974.27 and Wire payment of \$240,752.13; payment of Enterprise vouchers 184286 to 184342 in the amount of \$117,733.14 and electronic payments 904594 to 904614 in the amount of \$793,392.35.
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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 | | |
|--------------------------|------------|--|
| A&D AUTO SALE | 59,110.92 | 2024 Mazda CX90 Police 24-2449 |
| CDW LLC | 22,523.62 | Ninja and BitDefender 1 year |
| CONSTRUCT, INC | 89,298.60 | T-1 Kitchen Remodel, Pay App 1 |
| NISQUALLY INDIAN TRIBE | 51,870.00 | Incarceration & Booking fees June 2024 |
| CAROLLO ENGINEERS, INC | 55,236.07 | Source Development planning phase 1 – May invoice |
| CAROLLO ENGINEERS, INC | 29,807.25 | Source Development planning phase 1 – June invoice |
| LOTT WASTEWATER ALLIANCE | 660,619.95 | July 2024 LOTT fees |

* 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.
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4) Alternatives:

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