

TO: City Council
FROM: Shelly Carter, Assistant Finance Director
DATE: January 16, 2024
SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff is seeking City Council ratification of:

- December 29, 2023, payment of Eden vouchers 173803 to 173818 in the amount of \$177,122.85 and electronic payments 902902 to 902909 in the amount of \$72,480.34 and wire payments of \$209,331.34; and Enterprise vouchers 182176 to 182236 in the amount of \$1,548,953.64 and electronic payments 903814 to 903837 in the amount of \$400,103.29.
 - January 5, 2024, payment of Eden vouchers 173819 to 173826 in the amount of \$2,096.26; and Enterprise vouchers 182237 to 182281 in the amount of \$190,117.07 and electronic payments 903838 to 903855 in the amount of \$113,962.56.
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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		
Active Construction, Inc	994,222.10	PE#11 I5/Trosper/Capital project
AWC Employee Benefit Trust	145,166.50	Jan 2024 Premiums
Granicus, LLC	23,119.15	GovQA public records requests software renewal 2024
Miles Resources, LLC	62,255.00	PE#6 2023 Pavement Maintenance project
Rex Motors, Inc	34,672.78	2023 Nissan Leaf replacement for operations
Tumwater School District #33	196,636.00	Aug-Nov 2023 Impact Fees Collected
Clary Longview, LLC	51,673.13	2023 Ford F150 Lightning – addition to fleet, for Stormwater Operations
LEOFF Health & Welfare Trust	58,488.52	Jan 2024 Police Medical Premiums
Reed Trucking & Excavating, Inc	220,840.16	PE#4 Israel/Linderson Water Main project
City of Olympia	30,205.74	Fire fleet equipment repairs & maintenance
ICF Jones & Stokes, Inc	33,418.35	Professional Services 7/1/23 to 8/25/23 – Bush Prairie Habitat Conservation Plan Phase II
HDR Engineering Inc	44,103.94	Professional Services 10/1/23 to 11/4/23 – Old Hwy 99 & 79 th Ave

Vendor		
		Roundabout
Key Code Media, Inc	24,884.41	Video Streaming Services & Equipment

* 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