

TO: City Council  
FROM: Shelly Carter, Assistant Finance Director  
DATE: January 18, 2022  
SUBJECT: Payment of Vouchers

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1) Recommended Action:

Staff is seeking City Council ratification of the payment of vouchers 168472 to 168568 in the amount of \$726,302.03 dated December 30, 2021 and electronic payments 901307 to 901322 in the amount of \$73,962.38; and payment of vouchers 168569 to 168660 in the amount of \$1,032,525.37 dated January 7, 2022 and electronic payments 901323 to 901330 in the amount of \$254,985.12.

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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 by request to the Assistant Finance Director. The most significant payments\* were:

Vendor	\$	Description
LOTT Wastewater Alliance	500,774.67	Monthly LOTT Fees
Seawestern Inc.	25,988.68	Turnout coats & supplies for Fire
Thurston County	34,493.86	2021 Q3 Indigent Defense
Shea, Carr, Jewell Inc	38,624.48	Professional Services 10-31 thru 11-27, 2021 – Capitol/Israel/M Street Design
Pilot Travel Centers LLC	93,230.44	Latecomers payment
Leoff Health & Welfare Trust	52,255.38	Police Guild Monthly Premiums
Shea, Carr, Jewell Inc	174,993.46	Professional Svcs 10-31 to 11-27, 2021 – Capitol Blvd/Trosper Improvements
Assoc of WA Cities	36,648.47	Annual Retro Program and Drug & Alcohol Consortium
WA Cities Insurance Authority	658,459.00	2022 Insurance Liability Assessments
AWC Employee benefits Trust	113,517.59	Medical/Dental/Vision Monthly Premiums – non represented employees

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

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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.

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6) Attachments:

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