

TO: City Council
FROM: Shelly Carter, Assistant Finance Director
DATE: August 1, 2022
SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff is seeking City Council ratification of the payment of vouchers 170418 to 170464 in the amount of \$68,572.25 dated June 17, 2022 and electronic payments 901728 to 901741 in the amount of \$175,514.00; and the payment of vouchers 170465 to 170543 in the amount of \$455,077.15 dated June 24, 2022 and electronic payments 901742 to 901759 in the amount of \$158,490.46 and wire payments of \$395,717.05; and the payment of vouchers 170544 to 170596 in the amount of \$200,972.47 dated July 01, 2022 and electronic payments 901760 to 901776 in the amount of \$38,813.94; and the payment of vouchers 170597 to 170680 in the amount of \$766,838.67 dated July 08, 2022 and electronic payments 901777 to 901798 in the amount of \$57,536.23; and the payment of vouchers 170681 to 170787 in the amount of \$1,249,719.62 dated July 15, 2022 and electronic payments 901799 to 901834 in the amount of \$222,555.94 and wire payments of \$209,981.39; and the payment of vouchers 170788 to 170846 in the amount of \$105,558.22 dated July 22, 2022 and electronic payments 901835 to 901848 in the amount of \$99,510.42.

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
Econolite Control Products Inc	35,273.83	Permanent Cabinet & Parts for Capitol/Lee Signal
HD Fowler company Inc	29,145.51	Pumps and Parts 88 th Ave Lift Station
Shea Carr Jewell Inc	78,314.87	Professional Services Apr 16-May 13, Cap Blvd/Israel/M St Project
WA State Dept of Revenue	50,207.70	Monthly Excise Tax
Thurston County Title Co	200,834.55	Purchase of LOTT House
AWC Employee Benefit Trust	129,545.64	July 2022 Premiums
Acushnet Company	66,197.90	Golf Inventory – bundle balls
LEOFF Health & Welfare Trust	50,121.18	Police Guild Premiums – July 2022
Standard Parts Corp (NAPA)	26,268.82	Replacement tire changer & balancer with accessories – Fleet shop
ICF Jones & Stokes Inc	110,344.68	Professional Services thru 5/27/22 – Bush Prairie Habitat Conserv. Plan Phase 2
MTN2COAST LLC	23,565.00	Prof Serv – Israel & Linderson Survey/Mapping
LOTT Wastewater Alliance	602,881.35	May 2022 Lott Fees Collected
Bobbie & Amanda's	20,156.52	June Janitorial Service

Vendor	\$	Description
Cleaning Svc		
Aqua Terra Cultural Resource Consultants	30,111.08	Professional Services – Phase 1 Union Pioneer Calvary Cemetery GPR
Core & Main	20,732.29	Water Shop Inventory
Envir Sys Research Inst Inc	30,085.00	GIS License Agreement
LOTT Wastewater Alliance	730,609.19	June 2022 LOTT Fees
WA ST Dept of Revenue	61,190.71	June Excise Tax Payment

* 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
- F. Exhibit F – Payment of Vouchers – Review and Approval