

TO: City Council
FROM: Doug Sampson, Accounting Technician
DATE: January 06, 2026
SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff are seeking City Council ratification of:

- December 12, 2025, payment of Eden vouchers 174796 to 174810 in the amount of \$2,867.56; payment of Enterprise vouchers 188686 to 188752 in the amount of \$879,150.06 and electronic payments 906531 to 906570 in the amount of \$367,132.73
Wire payments in the amount of \$292,590.64
- December 19, 2025, payment of Eden vouchers 174811 to 174813 in the amount of \$1,043.87; payment of Enterprise vouchers 188753 to 188842 in the amount of \$362,521.07 and electronic payments 906571 to 906591 in the amount of \$133,870.40
- December 24, 2025, payment of Eden vouchers 174814 to 174817 in the amount of \$430.55; payment of Enterprise vouchers 188843 to 188883 in the amount of \$338,311.82 and electronic payments 906592 to 906615 in the amount of \$128,478.93
Wire payments in the amount of \$281,612.41

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 from the Deputy Finance Director. The most significant payments* were:

Vendor		
Fuller Designs Inc	32,816.25	Beehive – Stormwater retrofit design project
ICF Jones & Stokes, Inc	25,552.17	HCP Consultation Nov 2025
RH2 Engineering, Inc	25,957.80	SE Reservoir
Jacob Norton	75,000.00	2025 Settlement and release agreement
Artisans Group Architecture and Pla	31,974.00	ADU Consultant Plan Dev & Const Docs
City of Olympia	23,329.07	City of Olympia vehicle maint Nov.
City of Olympia	39,500.00	City of Olympia Cares Agreement
Robert W. Droll, Landscape Architect	21,063.55	RWD Landscape Architects, Trails End
Thurston County	25,322.97	Payment of RHC1406 taxes per ILA
Shea Carr & Jewell, INC.	69,929.64	SCJ Alliance, Deschutes Valley Trail
City of Olympia	45,200.00	MNTC 2 nd half 2025 ; Fire and EMS Training – External
Haley & Aldrich	20,966.94	Env. Engineering svc, Phase II Knoll

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

3) Policy Support:

- Focus Area: Tumwater Excellence – Be good stewards of public funds by following sustainable financial strategies.

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