

TO: City Council  
FROM: Shelly Carter, Assistant Finance Director  
DATE: September 6, 2022  
SUBJECT: Payment of Vouchers

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1) Recommended Action:

Staff is seeking City Council ratification of the payment of vouchers 170847 to 170908 in the amount of \$623,488.08 dated July 29, 2022 and electronic payments 901849 to 901878 in the amount of \$233,499.33 and wire payments of \$220,511.68; and the payment of vouchers 170909 to 170969 in the amount of \$114,747.37 dated August 5, 2022 and electronic payments 901879 to 901901 in the amount of \$75,182.78; and the payment of vouchers 170970 to 171056 in the amount of \$630,626.09 dated August 12, 2022 and electronic payments 901902 to 901939 in the amount of \$228,048.86; and the payment of vouchers 171057 to 171126 in the amount of \$165,513.87 dated August 19, 2022 and electronic payments 901940 to 901953 in the amount of \$59,573.87 and wire payments in the amount of \$66,554.98; and the payment of vouchers 17127 to 171198 in the amount of \$485,755.84 dated August 26, 2022 and electronic payments 901954 to 901985 in the amount of \$774,797.87 and wire payments of \$198,110.47.

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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
AWC Employee Trust Benefit	132,240.02	Aug 2022 Premiums
Bud Clary Chevrolet, Inc	45,053.21	2022 Ford F150 Pursuit vehicle-Police
LEOFF Health & welfare Trust	50,121.16	Police Guild Medical Premiums
Shea, Carr & Jewell, Inc	45,050.43	Capitol/Israel/M Street Proj – Prof Services May 29 through June 30
Bud Clary Chevrolet, Inc	45,660.25	2021 Ford F150 Pursuit vehicle-Police
Bobbie & Amanda's Cleaning Svc	20,083.48	July Janitorial Services
Semaphore corporation	71,985.30	Access Control System Replacement
Turf Star Inc	76,991.64	Replacement Ventrak Tractor for Parks
WA ST Dept of Revenue	66,554.98	July Excise Tax Return
Shea Carr & Jewell Inc	31,612.43	Professional services 7/1-7/30 – Capitol/Israel/M St. Design Project
AWC Employee Benefit Trust	133,946.94	Sept 2022 Premiums

Vendor	\$	Description
SHI International Corp	32,414.56	IT Servers
WA Center for Performing Arts	25,000.00	Capital Improvements Support
LEOFF Health & welfare Trust	55,210.90	Sept 2022 Police Guild Premiums
LOTT Wastewater Alliance	605,770.54	July 2022 LOTT Fees Collected

\* 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
- 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