

TO: City Council
FROM: Shelly Carter, Deputy Finance Director
DATE: June 3, 2025
SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff are seeking City Council ratification of:

- May 16, 2025, payment of Eden vouchers 174561 to 174565 in the amount of \$559.80; payment of Enterprise vouchers 186701 to 186778 in the amount of \$497,097.33 and electronic payments 905662 to 905687 in the amount of \$87,205.12
 - May 23, 2025, payment of Eden vouchers 174566 to 174576 in the amount of \$33,329.71; payment of Enterprise vouchers 186779 to 186848 in the amount of \$734,073.03 and electronic payments 905688 to 905710 in the amount of \$795,732.09 and wire payments in the amount of \$1,760.24
-

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 | | |
|--------------------------------|------------|--|
| City of Olympia | 35,066.56 | Fire Fleet Mechanic Services Apr 2025 |
| Construct, Inc | 106,180.50 | Crosby House Foundation Repair |
| DHM Research LLC | 20,000.00 | Community Survey Work |
| Employment Security Department | 67,985.87 | Q1 2025 PFML |
| Employment Security Department | 22,510.09 | Q1 2025 WALTC |
| L N Curtis & Sons | 26,897.34 | SCBA Tanks & Packs for Medic 8 |
| RH2 Engineering Inc | 68,297.31 | Project Mgt Svc for SE Water Reservoir Project |
| WA St Dept of L&I | 206,011.99 | Q1 2025 L&I |
| LOTT Wastewater Alliance | 768,516.75 | April 2025 LOTT Fees |

* 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