

TO: City Council
FROM: Shelly Carter, Assistant Finance Director
DATE: September 17, 2024
SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff is seeking City Council ratification of:

- August 30, 2024, payment of Eden vouchers 174250 to 174255 in the amount of \$1,140.39; payment of Enterprise vouchers 184343 to 184387 in the amount of \$208,070.22 and electronic payments 904615 to 904638 in the amount of \$91,640.17
 - September 6, 2024, payment of Eden vouchers 174256 to 174259 in the amount of \$664.17; payment of Enterprise vouchers 184388 to 184440 in the amount of \$445,539.42 and electronic payments 904639 to 904652 in the amount of \$98,575.40.
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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 upon request of the Assistant Finance Director. The most significant payments* were:

Vendor		
WA ST DEPT OF REVENUE	72,353.57	Excise Tax July 2024
AWC EMPLOYEE BENEFIT TRUST	144,513.62	Aug collections for Sept Premiums
LEOFF HEALTH & WELFARE TRUST	53,651.19	Aug collections for Sept Premiums POL MD
CORE & MAIN LP	69,927.71	200-Meter Antenna, 30-Ecoder, 30-Assmb – Inventory
CORE & MAIN LP	37,508.62	80-Ecoder Antenna, 5-T-10 Ecoder – Inventory
EXP U.S. SERVICES IN	26,319.11	2025 Comp Plan update climate dev.
HALEY & ALDRICH, INC	23,043.66	WSDOT Facility IPG
OLYMPIC FLIGHT MUSEUM	41,144.00	2024 LTAC Full Payout
SKILLINGS, INC	22,131.26	Golf Course Parking lot stormwater retrofit design
WESTERN EQUIPMENT DISTRIB. INC	41,571.03	Ventrac Mower F851D-Streets
HDR ENGINEERING	63,891.30	Old HWY 99 & 79 th Ave RAB – Professional Services Rendered 5/5/24 – 7/27/24

* 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.
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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.

6) Attachments:

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