

TO: City Council
FROM: Shelly Carter, Assistant Finance Director
DATE: October 17, 2023
SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff is seeking City Council ratification of:

- October 6, 2023, payment of Eden vouchers 173677 to 173697 in the amount of \$8,185.39; and Munis vouchers 181464 to 181555 in the amount of \$425,291.51 and electronic payments 903585 to 903619 in the amount of \$194,749.88 and wire payments of \$108,244.84.
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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 of the Assistant Finance Director. The most significant payments* were:

Vendor		
Cardinal Architecture PC	24,041.50	Historic Brewtower Renovation - Phase II Seismic
CDW LLC	55,680.18	Darktrace 2 nd Year Subscription
Ron's Stump Removal & Tree	45,935.25	Trees Removed for Safety (extensive decay) on 3 rd Avenue SW
TCF Architecture, PLLC	92,695.05	Maintenance & Operations Facility Design
Bobbie & Amanda's Cleaning SVC	22,119.15	September Janitorial Services
Clary Longview, LLC	54,662.30	2023 Ford Interceptor – Replacement Vehicle for Police
WA ST Auditors	35,528.00	Financial, Accountability, & Fraud Audit Costs

* 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.

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