

TO: City Council  
FROM: Shelly Carter, Deputy Finance Director  
DATE: May 06, 2025  
SUBJECT: Payment of Vouchers

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1) Recommended Action:

Staff are seeking City Council ratification of:

- April 11, 2025, payment of Eden vouchers 174520 to 174530 in the amount of \$1,676.21; payment of Enterprise vouchers 186371 to 186451 in the amount of \$681,453.82 and electronic payments 905488 to 905524 in the amount of \$396,360.38 and wire payments in the amount of \$268,155.91
  - April 18, 2025, payment of Eden vouchers 174531 to 174534 in the amount of \$1,817.10; payment of Enterprise vouchers 186452 to 186520 in the amount of \$463,360.38 and electronic payments 905525 to 905547 in the amount of \$91,255.82
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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 from the Deputy Finance Director. The most significant payments\* were:

| Vendor                         |            |   |
|--------------------------------|------------|---|
| BOBBIE & AMANDA'S CLEANING SVC | 20,036.86  | Janitorial services March 2025                    |
| SHEA CARR & JEWELL, INC        | 58,118.98  | 2 <sup>nd</sup> Ave ped & bike improvements       |
| CORE & MAIN LP                 | 63,483.39  | Water inventory – ¾" Meters w/ antenna            |
| EXP U.S. SERVICES IN           | 20,043.56  | 2025 Comp plan update climate element Dev – March |
| ICF JONES & STOKES, INC        | 34,091.92  | Bush Prairie HCP Phase 4                          |
| WA ST DEPT OF L&I              | 159,636.38 | 4 <sup>th</sup> QTR 2024 L&I                      |
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\* 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