

TO: City Council
 FROM: Shelly Carter, Deputy Finance Director
 DATE: March 04, 2025
 SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff are seeking City Council ratification of:

- February 14, 2025, payment of Eden vouchers 174460 to 174465 in the amount of \$2,323.33; payment of Enterprise vouchers 185819 to 185894 in the amount of \$755,884.83 and electronic payments 905247 to 905290 in the amount of \$315,627.72 and wire payments in the amount of \$298,093.71
- February 21, 2025, payment of Eden vouchers 174466 to 174470 in the amount of \$836.84; payment of Enterprise vouchers 185895 to 185961 in the amount of \$367,258.10 and electronic payments 905291 to 905302 in the amount of \$22,497.46

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		
365 LABS, LLC	105,060.00	LERMS-RMS & JMS suite; year 1 payment 1
CITY OF TUMWATER	123,170.00	2025 LERMS Billing – 365 labs, NPSG, Central Square
EXP E.S. SEERVICES INC	21,487.33	2025 comp plan update climate element development
BOBBIE & AMANDA'S CLEANING SVC	25,237.19	Janitorial services January 2025
SHI INTERNATIONAL CORP	25,247.08	Smarsh 2025 – maintenance from 4/24/25 – 4/23/26
ACUSHNET COMPANY	43,278.59	Golf Balls
NISQUALLY INDIAN TRIBE	30,077.44	Inmate incarceration fees Jan 2025
NORTHWEST CASCADE INC.	41,892.36	PE#5 Linwood Ave sidewalk
PUGET SOUND SOLAR LLC	47,840.00	EV Charging stations FLEET
RH2 ENGINEERING, INC	23,728.14	SE Reservoir DEC 2024
SEA WESTERN, INC.	24,978.98	Bunker gear for Ellis, Mackiewicz, Leonard
THURSTON COUNTY	68,738.75	Public defense services 4 th qtr 2024

* 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