

TO: City Council
 FROM: Shelly Carter, Deputy Finance Director
 DATE: March 18, 2025
 SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff are seeking City Council ratification of:

- February 28, 2025, payment of Eden vouchers 174471 to 174478 in the amount of \$1,300.74; payment of Enterprise vouchers 185962 to 186031 in the amount of \$517,832.86 and electronic payments 905303 to 905343 in the amount of \$790,057.77 and wire payments in the amount of \$325,789.51
- March 7, 2025, payment of Eden vouchers 174479 to 174480 in the amount of \$225.55; payment of Enterprise vouchers 186032 to 186092 in the amount of \$501,770.50 and electronic payments 905344 to 905374 in the amount of \$162,433.16

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		
WA ST DEPT OF REVENUE	58,750.57	January 2025 excise and use tax
CITY OF OLYMPIA	45,200.00	MNTC 1 st half of contract 1/1/25 – 6/30/25
HOUSING AUTHORITY OF TC	64,150.00	Remediation for Tumwater Inn
RH2 ENGINEERING, INC	26,606.76	SE Reservoir services through 10/27/2024
TUMWATER DOWNTOWN ASSOC	21,408.00	2024 LTAC Full Payout
LOTT WASTEWATER ALLIANCE	653,463.92	January 2025 LOTT Fees
AWC EMPLOYEE BENEFIT TRUST	161,537.08	FEB collections for MARCH premiums
ASSOCIATION OF WA CITIES	44,530.79	2025 AWC worker's comp retro prog & drug \$ alcohol
CORE & MAIN LP	45,744.90	Annual Neptune maintenance contracts
RH2 ENGINEERING, INC	22,679.29	SE Reservoir work through 1/26/2025
TCF ARCHITECTURE, PLLC	37,561.82	Maintenance & Operations facility Design phase
TMG SERVICES, INC	20,398.72	Pump and parts
LEOFF HEALTH & WELFARE TRUST	57,646.73	FEB collections for MARCH premiums

Vendor

SHEA CARR & JEWELL	32,603.09	2 nd Ave PED & Bike 1.1 – 1.31.2025
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* 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