

TO: City Council  
FROM: Shelly Carter, Assistant Finance Director  
DATE: September 5, 2023  
SUBJECT: Payment of Vouchers

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1) Recommended Action:

Staff is seeking City Council ratification of:

- July 28, 2023, payment of Eden vouchers 173546 to 173570 in the amount of \$405,292.39 and electronic payments 902797 to 902804 in the amount of \$72,018.21 and wire payments of \$234,786.18; and Munis vouchers 180865 to 180972 in the amount of \$2,366,035.94 and electronic payments 903359 to 903395 in the amount of \$1,685,485.63 and wire payments of \$95,084.56.
  - August 4, 2023, payment of Eden vouchers 173571 to 173579 in the amount of \$1,691.69; and Munis vouchers 180973 to 181051 in the amount of \$367,879.45 and electronic payments 903396 to 903417 in the amount of \$39,038.28.
  - August 11, 2023, payment of Eden vouchers 173580 to 173594 in the amount of \$278,650.80 and electronic payments 902805 to 902817 in the amount of \$151,530.86 and wire payments of \$218,718.18; and Munis vouchers 181052 to 181106 in the amount of \$189,411.12 and electronic payments 903418 to 903442 in the amount of \$112,375.60.
  - August 18, 2023, payment of Eden vouchers 173595 to 173610 in the amount of \$28,881.82; and Munis vouchers 181107 to 181168 in the amount of \$162,927.79 and electronic payments 903443 to 903465 in the amount of \$739,420.46.
  - August 25, 2023, payment of Eden vouchers 173611 to 173619 in the amount of \$180,951.20 and electronic payments 902818 to 902825 in the amount of \$70,264.13 and wire payments of \$221,573.50; and Munis vouchers 181169 to 181236 in the amount of \$3,292,850.13 and electronic payments 903466 to 903496 in the amount of \$131,885.08 and wire payments of \$79,988.72.
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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 to the Assistant Finance Director. The most significant payments\* were:

Vendor		
AWC Employee Benefit Trust	140,662.36	Aug 2023 Premiums
Active Construction, Inc	1,141,267.59	PE#4 I5/Trosper/Capital Blvd Project
Hadronex Inc	22,765.38	Sewer Telemetry Service & Covers
Miles Resources, LLC	711,042.46	PE#1 2023 Pavement Maint
Nisqually Indian Tribe	33,920.00	June Incarceration & Booking Fees
Stantec Consulting Svcs, Inc	38,978.25	Deschutes River Flood Reduction Study
LEOFF Health & Welfare Trust	57,157.97	Aug 2023 Premiums
LOTT Wastewater Alliance	1,522,130.35	June LOTT Fees Collected
Holt Services Inc	132,349.25	Palermo Lagoon Dredging & Maint

Vendor		
ICF Jones & Stokes, Inc	39,453.52	Prof. Svcs. 5/27-6/30/23 – Bush Prairie HCP
Rex Motors, Inc	34,214.72	2023 Nissan Leaf for WRS
Northwest Cascade Inc	40,085.21	PE#1 Golf Course Septic
Bobbie & Amanda's Cleaning Svc	22,229.15	Janitorial Services
City of Olympia	45,200.00	Bi-annual payment for Fire Training Center per ILA
Nisqually Indian Tribe	35,480.00	July Incarceration & Booking Fees
LOTT Wastewater Alliance	682,644.57	July LOTT Fees Collected
Moody Properties LLC	26,500.00	Bond Deposit Returned
AWC Employee Benefit Trust	140,809.98	Sept 2023 Premiums
Active Construction, Inc	1,195,911.86	PE#7 I5/Troster/Capital Blvd Project
Core & Main LP	30,191.33	Water Shop Inventory
Miles Resources, LLC	1,667,087.72	PE#2 2023 Pavement Maint
TCF Architecture, PLLC	78,184.87	Design work for Maint & Ops Facility
Thurston County	53,710.55	Qtr2 2023 Indigent Defense
LEOFF Health & Welfare Trust	58,263.39	Sept 2023 Premiums

\* 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
- C. Exhibit C – Payment of Vouchers – Review and Approval
- D. Exhibit D – Payment of Vouchers – Review and Approval
- E. Exhibit E – Payment of Vouchers – Review and Approval