

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

1) Recommended Action:

Staff is seeking City Council ratification of:

- November 17, 2023, payment of Eden vouchers 173749 to 173764 in the amount of \$283,947.17 and electronic payments 902868 to 902880 in the amount of \$153765.42 and wire payments in the amount of \$209,803.62; and Enterprise vouchers 181851 to 181916 in the amount of \$212,398.34 and electronic payments 903717 to 903736 in the amount of \$573,298.96.
 - November 22, 2023, payment of Eden vouchers 173765 to 173772 in the amount of \$177,608.28 and electronic payments 902881 to 902888 in the amount of \$72,475.09 and wire payments of \$216,280.87; and Enterprise vouchers 181917 to 181947 in the amount of \$1,156,179.56 and electronic payments 903737 to 903746 in the amount of \$580,029.83.
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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 of the Assistant Finance Director. The most significant payments* were:

Vendor		
City of Olympia	20,110.39	Camera installation at Crosby and Irving
City of Olympia	45,200.00	2 nd half payment for use of Mark Noble Fire Training Center per ILA
LOTT Wastewater Alliance	545,745.64	OCT LOTT fees collected
Active Construction, Inc	668,105.05	PE#10 I-5/Trospen/Capitol reconfiguration
Miles Resources, LLC	211,678.54	PE#5 2023 Pavement Maintenance
Nisqually Indian Tribe	21,120.00	October incarceration & booking fees
TCF Architecture, PLLC	203,158.89	Professional services Oct 1-31,2023 for design phase of maintenance & operations building
HDR Engineering Inc	23,777.24	Professional services 7/17 to 11/4/23 Linwood Avenue Sidewalk Improvements
Reed Trucking & Excavating, Inc	531,124.54	PE#3 Israel Rd & Linderson Way Water Main

* 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