



MAYOR AND COUNCIL COMMUNICATION

DATE: 1/15/2013
CONSENT
 ITEM #: 4
MOTION Consent Agenda

AGENDA ITEM: Approve Disbursements in the Amount of \$157,832.48

SUBMITTED BY: Cathy Bendel, Finance Director

REVIEWED BY: Dean Zuleger, City Administrator

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of \$157,832.48. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

BACKGROUND INFORMATION: The City of Lake Elmo has fiduciary authority and responsibility to conduct normal business operation. Below is a summary of current claims to be disbursed and paid in accordance with State law and City policies and procedures.

Claim #	Amount	Description
ACH	\$ 12,798.00	Payroll Taxes to IRS & MN Revenue 1/15/2013
ACH	\$ 5,067.62	Payroll Retirement to PERA 12/27/12
DD4345 – DD4380	\$ 40,673.65	Payroll Dated 12/27/12 (Direct Deposit)
1635-1701	\$ 4,200.00	Library Card Reimbursement 1/15/13
39416-39472	\$ 95,093.21	Accounts Payable 1/15/13
TOTAL	\$157,832.48	

STAFF REPORT: City staff has complied and reviewed the attached set of claims. All appears to be in order and consistent with City budgetary and fiscal policies and Council direction.

RECOMMENDATION: It is recommended that the City Council approve as part of the Consent Agenda proposed disbursements in the amount of \$157,832.48.

Alternatively, the City Council does have the authority to remove this item from the Consent Agenda or a particular claim from this item and further discuss and deliberate prior to taking action. If done so, the appropriate action of the Council following such discussion would be:

**“Move to approve the January 15, 2013, Disbursements as
Presented *[and modified]* herein.”**

ATTACHMENTS:

1. Accounts Payable Dated 1/15/2013

SUGGESTED ORDER OF BUSINESS *(if removed from the Consent Agenda):*

- Questions from Council to Staff Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor & City Council
- Action on Motion Mayor Facilitates