



MAYOR AND COUNCIL COMMUNICATION

DATE: 6/18/2013

**CONSENT**

ITEM #: 4

**AGENDA ITEM:** Approve Disbursements in the Amount of \$191,957.94

**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 \$191,957.94. 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	\$ 11,394.34	Payroll Taxes to IRS & MN Dept of Revenue 6/13/13
ACH	\$ 5,518.74	Payroll Retirement to PERA 6/13/13
DD4669– DD4714	\$ 33,868.89	Payroll Dated (Direct Deposits) 6/13/13
1988-2003	\$ 960.00	Library Card Reimbursements 6/18/13
39963-40016	\$ 140,215.97	Accounts Payable 6/18/13
<b>TOTAL</b>	<b>\$ 191,957.94</b>	

**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 \$191,957.94

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 June 18, 2013, Disbursements as  
Presented *[and modified]* herein.”**

**ATTACHMENTS:**

1. Accounts Payable Dated 6/18/2013

**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