



MAYOR AND COUNCIL COMMUNICATION

DATE: 7/16/2013

CONSENT

ITEM #: 2

AGENDA ITEM: Approve Disbursements in the Amount of \$499,391.22

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 \$499,391.22. 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 | \$ 11,533.50 | Payroll Taxes to IRS & MN Dept of Revenue 7/11/13 |
| ACH | \$ 5,498.88 | Payroll Retirement to PERA 7/11/13 |
| DD4741– D4787 40081 | \$ 35,976.33 | Payroll Dated (Direct Deposits) 7/11/13 |
| 40073-40080 | \$ 7,538.97 | Accounts Payable Manual 7/3/13 & 7/8/13 |
| 40082-40134 | \$ 437,883.54 | Accounts Payable 7/16/13 |
| 2027-2042 | \$ 960.00 | Library Card Reimbursement 7/16/13 |
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| TOTAL | \$ 499,391.22 | |

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 \$499,391.22.

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 July 16, 2013, Disbursements as
Presented *[and modified]* herein.”**

ATTACHMENTS:

1. Accounts Payable Dated 7/16/2013

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