



**MAYOR AND COUNCIL COMMUNICATION**

DATE: 08/20/2013

**CONSENT**

ITEM #: 3

**AGENDA ITEM:** Approve Disbursements in the Amount of \$612,777.64

**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 \$612,777.64 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	\$ 11,500.89	Payroll Taxes to IRS & MN Dept of Revenue 8/08/13
ACH	\$ 5,585.87	Payroll Retirement to PERA 8/08/13
DD4812- D4861	\$ 35,480.25	Payroll Dated (Direct Deposits) 8/08/13
40205-40208	\$ 26,879.50	Accounts Payable Manual 8/8/2013
40209-40269	\$ 532,611.13	Accounts Payable 8/20/13
2063-2069	\$ 720.00	Library Card Reimbursement 8/20/13
<b>TOTAL</b>	<b>\$ 612,777.64</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 \$612,777.64

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 August 20, 2013, Disbursements as  
Presented *[and modified]* herein.”**

**ATTACHMENTS:**

1. Accounts Payable – Check Registers

**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