



MAYOR AND COUNCIL COMMUNICATION

DATE: 9/03/2013

CONSENT

ITEM #: 3

AGENDA ITEM: Approve Disbursements in the Amount of \$114,098.22

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 \$114,098.22 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	\$ 10,365.12	Payroll Taxes to IRS & MN Dept of Revenue 8/22/13
ACH	\$ 5,592.33	Payroll Retirement to PERA 8/22/13
DD4862- D4890	\$ 29,004.95	Payroll Dated (Direct Deposits) 8/22/13
40270	\$ 161.53	Accounts Payable Manual 8/20/13
40271-40309	\$ 63,548.69	Accounts Payable 9/03/13 (August Expenses)
40310-40313	\$ 4,945.60	Accounts Payable 9/03/13 (September Expenses)
2074-2081	\$ 480.00	Library Card Reimbursement 9/3/13
TOTAL	\$ 114,098.22	

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 \$114,098.22

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 September 3, 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