



MAYOR AND COUNCIL COMMUNICATION

DATE: 10/15/2013
CONSENT
 ITEM #: 3
MOTION Consent Agenda

AGENDA ITEM: Approve Disbursements in the Amount of \$736,431.48

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 \$736,431.48 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	\$ 10,695.96	Payroll Taxes to IRS & MN Dept of Revenue 10/3/13
ACH	\$ 5,901.53	Payroll Retirement to PERA 10/3/13
DD4969– D4996	\$ 27,441.88	Payroll Dated (Direct Deposits) 10/3/13
40444	\$ 381.38	Accounts Payable Manual 10/1/13
40445-40517	\$ 691,470.73	Accounts Payable 10/15/13
2091-2099	\$ 540.00	Library Card Reimbursement 10/15/13
TOTAL	\$ 736,431.48	

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 \$736,431.48

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 October 15, 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