



MAYOR AND COUNCIL COMMUNICATION

DATE: 11/06/2013

CONSENT

ITEM #: 3

AGENDA ITEM: Approve Disbursements in the Amount of \$286,015.19

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 \$286,015.19 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	\$ 11,846.63	Payroll Taxes to IRS & MN Dept of Revenue 10/17/13
ACH	\$ 5,915.43	Payroll Retirement to PERA 10/17/13
DD4997– D5041	\$ 34,592.20	Payroll Dated (Direct Deposits) 10/17/13
40518-40519	\$ 187.00	Accounts Payable Manual 10/15/13 & 10/24/13
ACH	\$ 10,652.28	Payroll Taxes to IRS & MN Dept of Revenue 10/31/13
ACH	\$ 5,910.90	Payroll Retirement to PERA 10/31/13
DD5042– D5070	\$ 28,387.87	Payroll Dated (Direct Deposits) 10/31/13
40520-40580	\$ 187,802.88	Accounts Payable 11/06/13
2100-2011	\$ 720.00	Library Card Reimbursement 11/06/13
TOTAL	\$ 286,015.19	

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 \$286,015.19.

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 November 06, 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