



## MAYOR & COUNCIL COMMUNICATION

**DATE:** February 18, 2014  
**CONSENT**  
**ITEM #2**  
**MOTION**

**AGENDA ITEM:** Approve Disbursements in the amount of \$287,852.66

**SUBMITTED BY:** Cathy Bendel, Finance Director

**THROUGH:** Cathy Bendel, Finance Director

**REVIEWED BY:** Dean Zuleger, City Administrator

### **SUGGESTED ORDER OF BUSINESS:**

- Introduction of Item ..... City Administrator
- Report/Presentation.....City Administrator
- Questions from Council to Staff..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

**POLICY RECOMMENDER:** Finance

**FISCAL IMPACT:** \$287,852.66

**SUMMARY AND ACTION REQUESTED:** As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of \$287,852.66. No specific motion is needed as this is recommended to be part of the *Consent Agenda*.

**LEGISLATIVE HISTORY:** NA

**BACKGROUND INFORMATION/STAFF REPORT:** The City of Lake Elmo has the fiduciary responsibility to conduct normal business operations. Below is a summary of current claims to be disbursed and paid in accordance with State law and City policies and procedures.

<b>Claim #</b>	<b>Amount</b>	<b>Description</b>
ACH	\$ 13,828.68	Payroll Taxes to IRS & MN Dept of Revenue 2/6/14
ACH	\$ 6,810.71	Payroll Retirement to PERA 2/6/14
DD5301-DD5349	\$ 38,760.25	Payroll Dated (Direct Deposits) 2/6/14
40943	\$ 222.25	Accounts Payable Manual 2/5/14
40944 – 41011	\$ 226,190.77	Accounts Payable 2/18/14
2266-2299	\$ 2,040.00	Library Card Reimbursement 2/18/14
<b>TOTAL</b>	<b>\$ 287,852.66</b>	

**RECOMMENDATION:** Based on the aforementioned, the staff recommends the City Council approve as part of the Consent Agenda the aforementioned disbursements in the amount of \$287,852.66.

**ATTACHMENTS:**

1. Accounts Payable – check registers