



# MAYOR & COUNCIL COMMUNICATION

**DATE:** December 2, 2014

**CONSENT**

**ITEM#** 3

**AGENDA ITEM:** Approve Disbursements in the amount of \$134,017.52

**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:** \$134,017.52

**SUMMARY AND ACTION REQUESTED:** As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of \$134,017.52. 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	\$ 12,732.47	Payroll Taxes to IRS & MN Dept of Revenue 11/26/14
ACH	\$ 6,498.01	Payroll Retirement to PERA 11/26/14
DD5935-DD5962	\$ 31,899.70	Payroll Dated (Direct Deposits) 11/26/14
42136-42172	\$ 82,647.34	Accounts Payable 12/2/14
2517-2520	\$ 240.00	Library Card Reimbursement 12/2/14
<b>TOTAL</b>	<b>\$ 134,017.52</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 \$134,017.52.

**ATTACHMENTS:**

1. Accounts Payable – check registers