



## MAYOR & COUNCIL COMMUNICATION

**DATE:** September 1, 2015  
**CONSENT**  
**ITEM #2**  
**MOTION**

**AGENDA ITEM:** Approve Disbursements in the amount of \$130,373.59

**SUBMITTED BY:** Patty Baker, Accountant

**THROUGH:** Cathy Bendel, Finance Director

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

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### **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:** \$130,373.59

**SUMMARY AND ACTION REQUESTED:** As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of \$130,373.59. 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	\$ 12,360.53	Payroll Taxes to IRS & MN Dept of Revenue 8/20/15
ACH	\$ 5,367.15	Payroll Retirement to PERA 8/20/15
DD6538-DD6592	\$ 34,120.28	Payroll Dated (Direct Deposits) 8/20/15
43250-43303	\$ 78,465.63	Accounts Payable 9/01/15
2745	\$ 60.00	Library Card Reimbursement 9/01/15
<b>TOTAL</b>	<b>\$ 130,373.59</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 \$130,373.59.

**ATTACHMENTS:**

1. Accounts Payable – check registers