



MAYOR AND COUNCIL COMMUNICATION

DATE: 4/02/2013

CONSENT

ITEM #: 7

MOTION Consent Agenda

AGENDA ITEM: Approve Disbursements in the Amount of \$92,761.08

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 \$92,761.08. 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	\$ 10,086.74	Payroll Taxes to IRS & MN Dept of Revenue 3/21/13
ACH	\$ 5,631.66	Payroll Retirement to PERA 3/21/13
DD4510- DD4529	\$ 27,010.48	Payroll Dated 3/21/13 (Direct Deposits)
1914-1929	\$ 960.00	Library Card Reimbursements 4/2/13
39719-39722	\$ 1,195.22	Manual Checks 3/26/13
39723-39768	\$ 47,876.98	Accounts Payable 4/2/13
TOTAL	\$ 92,761.08	

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 \$92,761.08.

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 April 2, 2013, Disbursements as
Presented *[and modified]* herein.”**

ATTACHMENTS:

1. Accounts Payable Dated 4/2/13

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