



## MAYOR AND COUNCIL COMMUNICATION

DATE: 04/16/2013

**CONSENT**

ITEM #: 3

**MOTION** Consent Agenda

**AGENDA ITEM:** Approve Disbursements in the Amount of \$149,458.18

**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 \$149,458.18. 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	\$ 9,227.87	Payroll Taxes to IRS & MN Dept of Revenue 4/4/13
ACH	\$ 5,550.70	Payroll Retirement to PERA 4/4/13
DD4530– DD4550	\$ 26,653.73	Payroll Dated 4/4/13 (Direct Deposits)
1930-1945	\$ 960.00	Library Card Reimbursements 4/16/13
39769-39816	\$ 107,065.88	Accounts Payable 4/16/13
<b>TOTAL</b>	<b>\$ 149,458.18</b>	

**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 \$149,458.18.

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 16, 2013, Disbursements as  
Presented *[and modified]* herein.”**

**ATTACHMENTS:**

1. Accounts Payable Dated 4/16/13

**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