



MAYOR AND COUNCIL COMMUNICATION

DATE: 09/17/2013

CONSENT

ITEM #: 2

AGENDA ITEM: Approve Disbursements in the Amount of \$699,524.57

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 \$699,524.57 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	\$ 10,141.26	Payroll Taxes to IRS & MN Dept of Revenue 9/05/13
ACH	\$ 5,683.82	Payroll Retirement to PERA 9/05/13
DD4891– D4920	\$ 28,627.18	Payroll Dated (Direct Deposits) 9/05/13
40314-40330	\$ 11,912.39	Manual Checks 9/06/13-9/10/13
40331-40393	\$ 642,799.92	Accounts Payable 9/17/13
2082-2087	\$ 360.00	Library Card Reimbursement 9/17/2013
TOTAL	\$ 699,524.57	

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 \$699,524.57

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 September 17, 2013, Disbursements as
Presented *[and modified]* herein.”**

ATTACHMENTS:

1. Accounts Payable – Check Registers

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