MAYOR & COUNCIL COMMUNICATION

DATE: 6/01/2010
CONSENT
ITEM #: 2
MOTION *as part of Consent Agenda*

AGENDA ITEM: Approve Disbursements and Payroll in the Amount of $ 75,198.57

SUBMITTED BY: Tom Bouthilet, Finance Director

THROUGH: Bruce Messelt, City Administrator

REVIEWED BY: City Staff

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve disbursements and payroll in the amount of $ 75,198.57. 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 payroll to be paid in accordance with State law and City policies and procedures.

Claim #	Amount	Description
ACH	$ 7,586.89	Payroll Taxes to IRS 05/20/2010
ACH	$ 1,160.05	Payroll Taxes to MN Dept. of Revenue 05/20/2010
DD 2748 –DD 2795	$ 24,960.74	Payroll Dated 05/20/2010 (Direct Deposit)
35650 – 35661	$ 7,957.33	Payroll Dated 05/20/2010
35662 – 35649	$ 33,533.56	Accounts Payable Dated 06/01/2010
TOTAL	**$ 75,198.57**	

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 $ 75,198.57.

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 June 1st, 2010 Disbursement and Payroll, as Presented *[and modified]* herein."**

ATTACHMENTS:

1. Accounts Payable Dated 06/01/2010

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