



MAYOR & COUNCIL COMMUNICATION

DATE: 7/06/2010
CONSENT
ITEM #: 2
MOTION *as part of Consent Agenda*

AGENDA ITEM: Approve Disbursements and Payroll in the Amount of \$ 234,270.30

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 \$ 234,270.30. 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	\$ 7,385.57	Payroll Taxes to IRS 06/17/2010
ACH	\$ 6,960.96	Payroll Taxes to IRS 07/01/2010
ACH	\$ 1,141.23	Payroll Taxes to MN Dept. of Revenue 06/17/2010
ACH	\$ 1,168.20	Payroll Taxes to MN Dept. of Revenue 07/01/2010
ACH	\$ 3,651.87	Payroll Retirement to PERA 06/17/2010
ACH	\$ 3,717.46	Payroll Retirement to PERA 07/01/2010
DD 2811 – DD 2842	\$ 24,012.12	Payroll Dated 06/17/2010 (Direct Deposit)
35760 – 357700	\$ 4,822.23	Payroll Dated 06/17/2010
DD2843 – DD2858	\$ 21,231.57	Payroll Dated 07/01/2010 (Direct Deposit)
35771 – 35775	\$ 14,392.65	Payroll Dated 07/01/2010
35776 - 35828	\$ 145,786.44	Accounts Payable Dated 07/06/2010
TOTAL	\$ 234,270.30	

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 \$ 234,270.30.

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 July 6th, 2010 Disbursement and Payroll, as
Presented [*and modified*] herein.”**

ATTACHMENTS:

1. Accounts Payable Dated 07/06/2010

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