



MEETING DATE: 03/01/04  
ITEM NO. 2

COUNCIL AGENDA REPORT

DATE: FEBRUARY 18, 2004  
TO: MAYOR AND TOWN COUNCIL  
FROM: TOWN MANAGER *[Signature]*  
SUBJECT: RATIFY PAYROLL FOR THE PERIOD OF 02/01/04 - 02/14/04 PAID ON 02/20/04

RECOMMENDATION:

Ratify the check register for the payrolls of 02/01/04 - 02/14/04 paid on 02/20/04.

DISCUSSION:

The payroll check register listed above reflects payments for the approved payroll. The prior council report ended in check #166759. The gross amount of payroll is \$522,046.08 for check numbers 166762-166960. Checks 166760-166761 were voided.

Individual department payroll expense is as follows:

Council	\$500.00	Parks & Public Works	\$110,785.47
Clerk	7,856.38	Police	228,840.90
Treasurer	560.00	Community Service	16,142.27
Attorney	8,522.01	Library	40,899.92
Manager	54,531.37	Management Information	8,902.41
Planning	44,505.35	TOTAL	\$522,046.08

PREPARED BY: **STEPHEN CONWAY**, Finance and Administration Services Director  
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Reviewed by: OST Assistant Town Manager OK Town Attorney \_\_\_\_\_ Clerk sc Finance  
\_\_\_\_\_ Community Development Revised: 2/18/04 1:36 pm