



MEETING DATE: 06/07/04

ITEM NO. 2

COUNCIL AGENDA REPORT

DATE: MAY 27, 2004
TO: MAYOR AND TOWN COUNCIL
FROM: DEBRA J. FIGONE, TOWN MANAGER
SUBJECT: RATIFY PAYROLL FOR THE PERIOD OF 04/11/04 - 04/24/04 PAID ON 04/30/04, 04/25/04 - 05/08/04 PAID ON 05/14/04 AND 05/09/04 - 05/22/04 PAID ON 05/28/04.

RECOMMENDATION:

Ratify the check register for the payrolls of 04/11/04 - 04/24/04 paid on 04/30/04, 04/25/04 - 05/08/04 paid on 05/14/04, and 05/09/04 - 05/22/04 paid on 05/28/04.

DISCUSSION:

The payroll check register listed above reflects payments for the approved payroll. The prior council report ended in check #167783. The gross amount of payroll is \$1,653,988.98 for check numbers 167787-168391. Checks 167784-167786, 167987-167988, and 168193-168194 were voided.

Individual department payroll expense is as follows:

Table with 2 columns: Department Name and Amount. Rows include Council, Clerk, Treasurer, Attorney, Manager, Planning, Parks & Public Works, Police, Community Service, Library, Management Information, and TOTAL.

PREPARED BY: STEPHEN CONWAY, Finance and Administration Services Director
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Reviewed by: PSS Assistant Town Manager, Town Attorney, Clerk, Finance, Community Development
Revised: 5/26/04 9:31 am