




MEETING DATE: 06/15/09

ITEM NO: 1

## COUNCIL AGENDA REPORT

DATE: JUNE 04, 2009  
TO: MAYOR AND TOWN COUNCIL  
FROM: GREG LARSON, TOWN MANAGER   
SUBJECT: RATIFY PAYROLL FOR THE MONTH OF MAY 2009

### RECOMMENDATION:

Ratify the check registers for the following payrolls:

- 04/19 - 05/02/09 paid on 05/08/09
- 05/03 - 05/16/09 paid on 05/22/09

### DISCUSSION:

The payroll check registers listed above reflect payment for the approved payroll. The gross amount of each payroll is as follows:

May 08, 2009	\$ 597,667.21
May 22, 2009	636,641.62
Total May Payroll	<u>\$ 1,234,308.83</u>

Effective July 2009, the practice of placing payroll and accounts payable items on the Council's Consent Agenda will be discontinued. This practice, which is not legally required, will allow better use of staff and resources and streamline Council meetings. Internal controls on expenditures and payroll are achieved by management reporting controls established through the Town's budgetary and financial systems. In addition, the Town's external auditors document and perform limited scope tests of controls over expenditures and payroll each year. Town financial information will continue to be available for public review.

PREPARED BY: STEPHEN CONWAY, Finance and Administration Services Director

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Reviewed by: PSJ Assistant Town Manager OK Town Attorney  
\_\_\_\_ Clerk Administrator SC Finance \_\_\_\_ Community Development