CITY OF PROSSER, WASHINGTON
BUDGET & FINANCE COMMITTEE

TUESDAY, DECEMBER 9, 2014
5:30 PM

CITY HALL CONFERENCE ROOM
601 7TH STREET

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1. Call to Order
2. Approve November 25, 2014 Meeting Minutes
3. Discuss Claim Checks for Period Ending December 9, 2014
4. Discuss November 2014 Payroll Checks and Vacation Buy Outs
5. Next Meeting – December 23, 2014
6. Adjournment

Attachments:

November 25, 2014 Meeting Minutes
Visa Payment Detailed Information
November 2014 Payroll Checks and Vacation Buy Outs

CITY OF PROSSER, WASHINGTON
BUDGET & FINANCE COMMITTEE
MINUTES
TUESDAY, NOVEMBER 25, 2014

CALL TO ORDER

Council Member Taylor called the meeting of the City of Prosser Budget and Finance Committee to order at 5:30 p.m.

ATTENDANCE

Council Member Taylor, Council Member Ward, Mayor Warden, and Finance Director Mauras were present. Council Member Becken had requested an excused absence.

APPROVE NOVEMBER 18, 2014 MEETING MINUTES

A motion was made by Council Member Ward, seconded by Council Member Taylor to approve the November 18, 2014 meeting minutes. Motion carried unanimously.

DISCUSS CLAIM CHECKS FOR PERIOD ENDING NOVEMBER 25, 2014

The Committee reviewed the claim checks prepared for City Council approval.

ADJOURNED

The meeting of the Budget and Finance Committee was adjourned at 5:31 p.m.

_____
Council Member Randy Taylor
Budget & Finance Committee Chair

_____
Regina Mauras
Finance Director

U.S. BANK
P.O. BOX 6343
FARGO ND 58125-6343

ACCOUNT NUMBER	[redacted]
STATEMENT DATE	11-20-2014
AMOUNT DUE	$599.50
NEW BALANCE	$599.50

PAYMENT DUE ON RECEIPT

000004625 1 AB 0.406 106481809984709 P
CITY OF PROSSER
ATTN ELIA BELMARES
601 7TH STREET
PROSSER WA 99350-1459

AMOUNT ENCLOSED
$

Please make check payable to U.S. BANK

U.S. BANK
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

RECEIVED
DEC 0 1 2014
CITY OF PROSSER

[redacted]

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY

CITY OF PROSSER [redacted]	Previous Balance	+ Purchases And Other Charges	+ Cash Advances	+ Cash Advance Fees	+ Late Payment Charges	- Credits	- Payments	= New Balance
Company Total	$1,350.46	$599.50	$0.00	$.00	$0.00	$0.00	$1,350.46	$599.50

CORPORATE ACCOUNT ACTIVITY

CITY OF PROSSER [redacted]

TOTAL CORPORATE ACTIVITY $1,350.46CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-03	11-03		AUTO PAYMENT DEDUCTION	1,350.46CR

NEW ACTIVITY

REGINA MAURAS [redacted]

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
$0.00	$381.44	$0.00	$381.44

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-27	10-24	24906044298040200174845	HILTON HOTELS AIRPORT SEATTLE WA 0001981153 ARRIVAL: 10-24-14	381.44

CUSTOMER SERVICE CALL	ACCOUNT NUMBER		ACCOUNT SUMMARY	
800-344-5696	[redacted]		PREVIOUS BALANCE	1,350.46
			PURCHASES & OTHER CHARGES	599.50
	STATEMENT DATE	DISPUTED AMOUNT	CASH ADVANCES	.00
	11/20/14	.00	CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
SEND BILLING INQUIRIES TO:	AMOUNT DUE		CREDITS	.00
U.S. BANK P.O. Box 6335 Fargo, ND 58125-6335	599.50		PAYMENTS	1,350.46
			ACCOUNT BALANCE	599.50

Please remember to:

- Enclose your check or money order, payable in U.S. dollars, with this payment coupon, but do not staple or tape them together.
- Write your account number on the front of your check or money order.
- Make checks payable to: Corporate Payment Systems
  P.O. Box 790428
  St. Louis, MO 63179-0428

Please enter new address or telephone number here:

Name

Address

City

State Zip

( ) ( )
Home Phone Business Phone

CUSTOMER SERVICE 1-800-344-5696

Our Customer Service Representatives are available 24 hours a day, 365 days a year. If you have questions about your Commercial Card account, please call Corporate Payment Systems at 1-800-344-5696 or write to us at Corporate Payment Systems, P.O. Box 6343, Fargo, ND 58125-6343.

MAKING PAYMENTS

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Use the enclosed envelope to mail your payment to Corporate Payment Systems, P.O. Box 790428, St. Louis, MO 63179-0428. All payments by check or money order and accompanied by a payment coupon will be credited to your account on the day of receipt if received at this address by 1:00 p.m. on any banking day. Banking days are all calendar days except Saturday, Sunday and federal holidays. Other payments will be credited to your account within five days of receipt by Corporate Payment Systems.

LOST OR STOLEN CARDS

If a Card is lost or stolen, the individual employee cardholder must call Corporate Payment Systems immediately at 1-800-344-5696 and notify the employer in accordance with the employer's policies and/or instructions.

BILLING INQUIRIES

Before disputing or questioning a charge on your statement, take the following actions:

- Determine if other employees of the corporation / institution may have participated in the transaction.
- Review your receipts for the amount in question as it may have posted to your statement with a different merchant name.
- Attempt to contact the merchant to resolve the issue.

To dispute the transaction, phone Corporate Payment Systems Customer Service at the telephone number on the front of this statement and have the following information available:

- The date and dollar amount of the transaction you are questioning.
- An explanation of why you believe there is an error along with any documentation you may have to support your claim.
- The date you contacted the merchant to attempt to resolve this issue and the merchant's response.

Many inquiries can be corrected over the phone, but phoning alone does not preserve your rights. To preserve your rights, we must receive your written communication no later than 60 days after we sent you the first bill on which the error or problem appeared. Please send a letter with your name, account number and the above information to: CORPORATE PAYMENT SYSTEMS, P.O. BOX 6335, FARGO, ND 58125-6335. You do not have to pay the amount of the charge that is in dispute while we are investigating; however, you are obligated to pay any charges that are not in question. While we investigate your dispute, we cannot report you as delinquent or take any action to collect the amount you question.

Company Name: CITY OF PROSSER
Corporate Account Number: [redacted]
Statement Date: 11-20-2014

NEW ACTIVITY

PAUL WARDEN [redacted]	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	$0.00	$97.90	$0.00	$97.90

Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-04	11-03	24492154307849075833152	ASSOC OF WA CITIES 360-753-4137 WA	45.00
11-14	11-13	24445004318600258228120	AMERICAN LEGION EMBLEM 888-453-4466 IN	52.90

STEVE ZETZ [redacted]	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	$0.00	$120.16	$0.00	$120.16

Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-03	10-31	24055234305207119100040	LORMAN EDUCATION SERVICE 715-833-3940 WI	120.16

Department: 00000 Total:	$599.50
Division: 00000 Total:	$599.50

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- Make checks payable to: Corporate Payment Systems
  P.O. Box 790428
  St. Louis, MO 63179-0428

Please enter new address or telephone number here:

Name

Address

City

State Zip

( ) ( )
Home Phone Business Phone

CUSTOMER SERVICE 1-800-344-5696

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Many inquiries can be corrected over the phone, but phoning alone does not preserve your rights. To preserve your rights, we must receive your written communication no later than 60 days after we sent you the first bill on which the error or problem appeared. Please send a letter with your name, account number and the above information to: CORPORATE PAYMENT SYSTEMS, P.O. BOX 6335, FARGO, ND 58125-6335. You do not have to pay the amount of the charge that is in dispute while we are investigating; however, you are obligated to pay any charges that are not in question. While we investigate your dispute, we cannot report you as delinquent or take any action to collect the amount you question.

U.S. BANK
P. O. Box 6343
Fargo, ND 58125-6343

ACCOUNT NUMBER [redacted]

AMOUNT DUE $0.00

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

000004626 1 AB 0.406 106481809984710 P
REGINA MAURAS
CITY OF PROSSER
601 7TH STREET
PROSSER WA 99350-1459

MESSAGES:

001-514-23-43 R Mauras

TRAN DATE	POST DATE	MCC CODE	TRANSACTION DESCRIPTION	REFERENCE #	AMOUNT
10-24	10-27	3504	HILTON HOTELS AIRPORT SEATTLE WA 0001981153 ARRIVAL: 10-24-14	24906044298040200174845	381.44

RECEIVED
DEC 01 2014
CITY OF PROSSER

CUSTOMER SERVICE CALL **800-344-5696**	**ACCOUNT NUMBER** [redacted] STATEMENT DATE 11/20/14	**ACCOUNT SUMMARY** PURCHASES, FEES & ADJUSTMENTS $381.44 CHECKS/CASH ADVANCES $0.00
MANAGING ACCOUNT NUMBER [redacted] **CONTACT AND ADDRESS** CITY OF PROSSER ELIA BELMARES 601 7TH STREET PROSSER , WA 99350		DISPUTE AMOUNT $0.00 CREDITS $0.00 **STATEMENT TOTAL** $381.44

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  P.O. Box 790428
  St. Louis, MO 63179-0428

Please enter new address or telephone number here:

Name

Address

City

State Zip

( ) ( )
Home Phone Business Phone

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Hilton
SEATTLE AIRPORT & CONFERENCE CENTER

HILTON SEATTLE AIRPORT & CONFERENCE CENTER
17620 International Blvd. | Seattle, WA | 98188
T: 206 244 4800 | F: 206 248 4499
W: hilton.com

NAME AND ADDRESS:
MAURAS, REGINA

601 7TH STREET

PROSSER WA 99350
UNITED STATES OF AMERICA

Room: 1130/K1
Arrival Date: 10/22/2014 7:11:00 PM
Departure Date: 10/24/2014

Adult/Child: 2/0
Room Rate: 159.00

Rate Plan: ACFE
HH #
AL:
Car:

Confirmation Number: 3141128834

001-514-23-43
R Mauras

10/24/2014 Page: 1

DATE	REFERENCE	DESCRIPTION	AMOUNT
10/22/2014	4805314	GUEST ROOM	$159.00
10/22/2014	4805314	ROOM TAX	$19.72
10/23/2014	4806390	GUEST ROOM	$159.00
10/23/2014	4806390	ROOM TAX	$19.72
10/24/2014	4807176	PARKING-GROUP 10/22	$12.00
10/24/2014	4807177	PARKING-GROUP 10/23	$12.00
10/24/2014	4807179	VS [redacted]	($381.44)
		BALANCE	$0.00

HILTON HHONORS
WALDORF ASTORIA
CONRAD
Hilton
DOUBLETREE
EMBASSY SUITES
Hilton Garden Inn
Hampton
HOMEWOOD SUITES
HOME2
Hilton Grand Vacations

ACCOUNT NO.
VS [redacted]

DATE OF CHARGE 10/24/2014
FOLIO NO./CHECK NO. 1179948 A

CARD MEMBER NAME
MAURAS, REGINA

AUTHORIZATION 030694
INITIAL

ESTABLISHMENT NO. & LOCATION

ESTABLISHMENT AGREES TO TRANSMIT TO CARD HOLDER FOR PAYMENT

PURCHASES & SERVICES

TAXES

TIPS & MISC.

CARD MEMBER'S SIGNATURE

TOTAL AMOUNT -381.44

MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND.

PAYMENT DUE UPON RECEIPT

U.S. BANK
P. O. Box 6343
Fargo, ND 58125-6343

ACCOUNT NUMBER [redacted]

AMOUNT DUE $0.00

000004628 1 AB 0.406 106481809984712 P
STEVE ZETZ
CITY OF PROSSER
601 7TH STREET
PROSSER WA 99350-1459

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

MESSAGES:

TRAN DATE	POST DATE	MCC CODE	TRANSACTION DESCRIPTION	REFERENCE #	AMOUNT
10-31	11-03	8299	LORMAN EDUCATION SERVICE 715-833-3940 WI	24055234305207119100040	120.16

601-558-60-31

RECEIVED
DEC 01 2014
CITY OF PROSSER

CUSTOMER SERVICE CALL	ACCOUNT NUMBER	ACCOUNT SUMMARY	
800-344-5696	[redacted]	PURCHASES, FEES & ADJUSTMENTS	$120.16
	STATEMENT DATE 11/20/14	CHECKS/CASH ADVANCES	$0.00
MANAGING ACCOUNT NUMBER [redacted]		DISPUTE AMOUNT	$0.00
CONTACT AND ADDRESS CITY OF PROSSER ELIA BELMARES 601 7TH STREET PROSSER , WA 99350		CREDITS	$0.00
		STATEMENT TOTAL	$120.16

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  P.O. Box 790428
  St. Louis, MO 63179-0428

Please enter new address or telephone number here:

Name

Address

City

State Zip

( ) ( )
Home Phone Business Phone

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Receipt of Products Ordered

Confirmation Number: 2791717

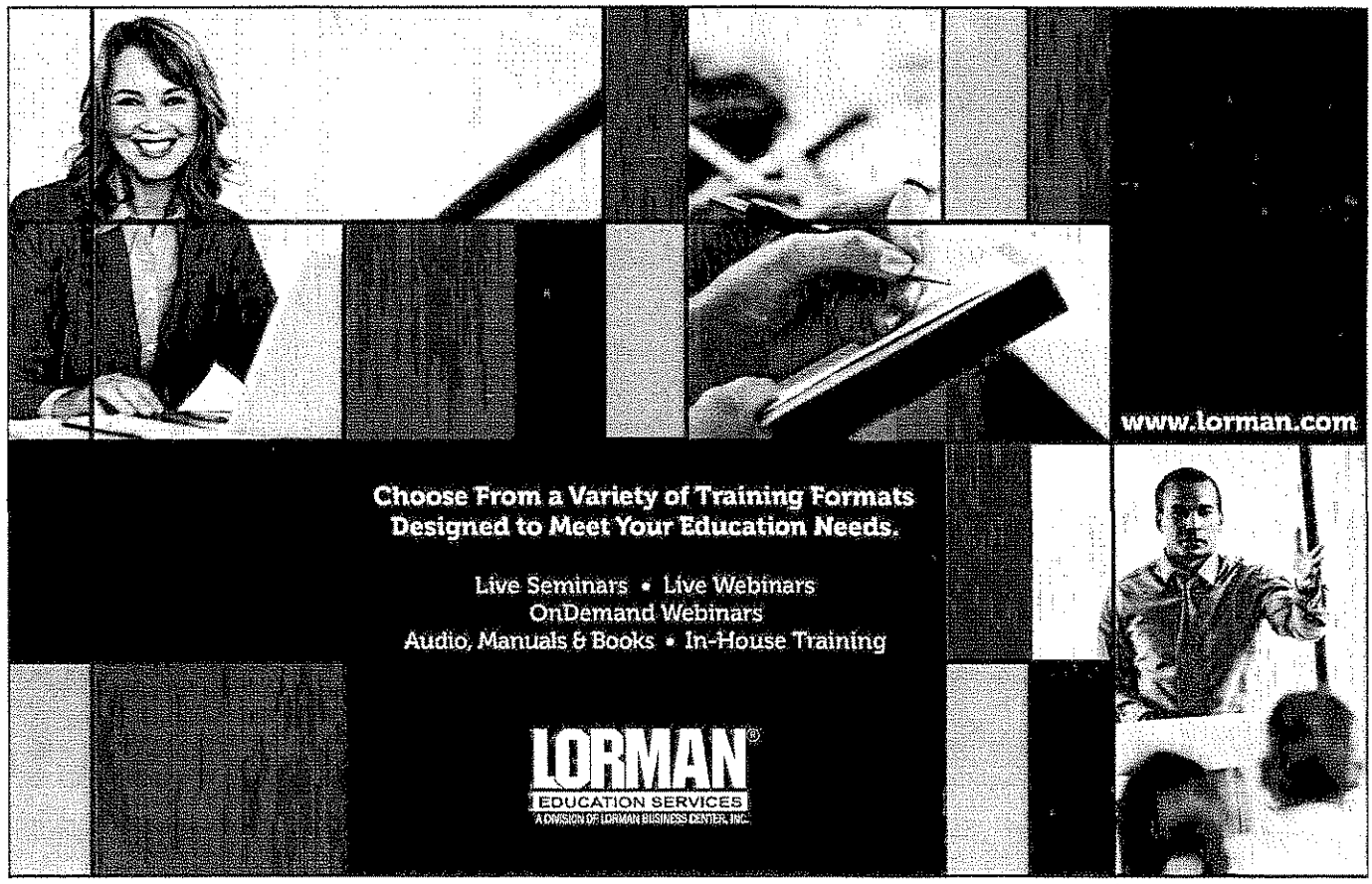
Product Description: Audio and Reference Manual - SEPA: State Environmental Policy Act

Payment Method: VISA

Your order was packed and shipped by: mthierer

Return Policy: Please call our Customer Service Department at 866-352-9539 for return information.

RECEIVED
NOV 0 7 2014
CITY OF PROSSER



Elia Belmares

From: Steve Zetz
Sent: Wednesday, November 12, 2014 8:42 AM
To: Elia Belmares
Subject: FW: Lorman Web Purchase Receipt - 702293

From: Customer Service [mailto:customerservice@lorman.com]
Sent: Friday, August 08, 2014 12:19 PM
To: Steve Zetz
Subject: Lorman Web Purchase Receipt - 702293

Web Purchase Receipt

#702293 - August 8, 2014

Thank you for choosing Lorman. This receipt is to confirm your recent website purchase. You will receive a confirmation email from confirmation@lorman.com when your order has been processed.

Quantity	Product	Type	Price	Subtotal
2	Spokane, WA October 1, 2014 SEPA: State Environmental Policy Act	Seminar Registration	$389.00	$778.00
1	Multiple Attendee - 382533	Discount	-$100.00	-$100.00
1	SEPA: State Environmental Policy Act *Ships 4-6 weeks after the seminar*	CD & Manual	$409.00	$409.00
1	H1548056: One-day CD & Manual - 382533	Discount	-$310.00	-$310.00
		Subtotal		$777.00
		Shipping		$11.95
		Tax (8.30%)		$9.21
		Total		$798.16

'20.16

Billing Information	Shipping Information	Payment
City of Prosser Stephen Zetz 601 7th street prosser, WA 99350 USA Phone: 5097862332 Fax:	City of Prosser Stephen Zetz 601 7th street prosser, WA 99350 USA Phone: 5097862332 Fax:	Visa Steve Zetz [redacted]

Attendees

SEPA: State Environmental Policy Act
October 1, 2014 9:00 AM - 4:30 PM

Stephen Zetz
City Planner
szetz@cityofprosser.com

Howard Saxton
City Attorney
hsaxton@saxtonriley.com

Cancellation Policy

Six or more business days in advance - a refund less $20.00 service charge per registration ($30.00 for Canadian registrations).
Within five business days - nonrefundable credit of equal value for any future seminar. Credits are transferable.

Please note that if you do not attend and you do not cancel as described above, you are responsible for the entire payment.

For Arkansas Cancellation Policy please click here.

Return Policy

Within 30 days, refund product price minus $11.95 to cover shipping and restock. Between 30 & 60 days, refund product price minus $25. After 60 days, a credit will be issued for the amount of the materials.

Please contact us at 1-866-352-9539 or customerservice@lorman.com if you have any questions.

Customer Support Team
Lorman

Elia Belmares

From: Steve Zetz
Sent: Friday, August 08, 2014 12:21 PM
To: Elia Belmares
Subject: FW: Lorman Web Purchase Receipt - 702293

Here is the class registration, I booked it with the card. I will also book the hotel with the card. I will not use the card for meals as per Toni's instructions.

Steve

From: Customer Service [customerservice@lorman.com]
Sent: Friday, August 08, 2014 12:19 PM
To: Steve Zetz
Subject: Lorman Web Purchase Receipt - 702293

Web Purchase Receipt

#702293 - August 8, 2014

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Quantity	Product	Type	Price	Subtotal
2	Spokane, WA October 1, 2014 SEPA: State Environmental Policy Act	Seminar Registration	$389.00	[redacted]
1	Multiple Attendee - 382533	Discount	-$100.00	[redacted]
1	SEPA: State Environmental Policy Act *Ships 4-6 weeks after the seminar*	CD & Manual	$409.00	$409.00
1	H1548056: One-day CD & Manual - 382533	Discount	-$310.00	-$310.00
		Subtotal		$777.00
		Shipping		$11.95
		Tax (8.30%)		$9.21
		Total		$798.16

Billing Information
City of Prosser
Stephen Zetz
601 7th street
prosser, WA 99350
USA
Phone: 5097862332
Fax:

Shipping Information
City of Prosser
Stephen Zetz
601 7th street
prosser, WA 99350
USA
Phone: 5097862332
Fax:

Payment
Visa
Steve Zetz
[redacted]

For Class $678 Charged Now

126.66 for book will Be Charged after class

Attendees

SEPA: State Environmental Policy Act
October 1, 2014 [illegible]

001-558-60-49

U.S. BANK
P. O. Box 6343
Fargo, ND 58125-6343

ACCOUNT NUMBER [redacted]

AMOUNT DUE $0.00

000004627 1 AB 0.406 106481809984711 P
PAUL WARDEN
CITY OF PROSSER
601 7TH STREET
PROSSER WA 99350-1459

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

MESSAGES:

TRAN DATE	POST DATE	MCC CODE	TRANSACTION DESCRIPTION	REFERENCE #	AMOUNT
11-03	11-04	7392	ASSOC OF WA CITIES 360-753-4137 WA	24492154307849075833152	45.00
11-13	11-14	8641	AMERICAN LEGION EMBLEM 888-453-4466 IN	24445004318600258228120	52.90

001-511-60-49 - $45.00 PB

RECEIVED
DEC 01 2014
CITY OF PROSSER

001-518-31-31 - $52.90 PW

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER [redacted]	ACCOUNT SUMMARY	
		PURCHASES, FEES & ADJUSTMENTS	$97.90
	STATEMENT DATE 11/20/14	CHECKS/CASH ADVANCES	$0.00
MANAGING ACCOUNT NUMBER [redacted]		DISPUTE AMOUNT	$0.00
CONTACT AND ADDRESS CITY OF PROSSER ELIA BELMARES 601 7TH STREET PROSSER , WA 99350		CREDITS	$0.00
		STATEMENT TOTAL	$97.90

Please remember to:

- Enclose your check or money order, payable in U.S. dollars, with this payment coupon, but do not staple or tape them together.
- Write your account number on the front of your check or money order.
- Make checks payable to: Corporate Payment Systems
  P.O. Box 790428
  St. Louis, MO 63179-0428

Please enter new address or telephone number here:

Name

Address

City

State Zip

( ) ( )
Home Phone Business Phone

CUSTOMER SERVICE 1-800-344-5696

Our Customer Service Representatives are available 24 hours a day, 365 days a year. If you have questions about your Commercial Card account, please call Corporate Payment Systems at 1-800-344-5696 or write to us at Corporate Payment Systems, P.O. Box 6343, Fargo, ND 58125-6343.

MAKING PAYMENTS

The amount shown as Amount Due is payable in full upon delivery of this billing statement.

If an employer is making payment for individual employee cardholders, the employer must provide a single check, or other payment acceptable to Corporate Payment Systems, covering all Amounts Due, as well as a list of account numbers and the dollar amount to be credited to each account.

If individual employee cardholders are responsible for payment, a check, or other payment acceptable to Corporate Payment Systems, for the Amount Due together with the top portion of this billing statement must be mailed by the individual employee to Corporate Payment Systems, P.O. Box 790428, St. Louis, MO 63179-0428.

A payment of less than the Amount Due, but intended to settle an account in full, must be mailed to Corporate Payment Systems, P.O. Box 790428, St. Louis, MO 63179-0428. Accepting a partial payment will not change any agreement between either the individual employee cardholder or the employer and Corporate Payment Systems in any way.

Use the enclosed envelope to mail your payment to Corporate Payment Systems, P.O. Box 790428, St. Louis, MO 63179-0428. All payments by check or money order and accompanied by a payment coupon will be credited to your account on the day of receipt if received at this address by 1:00 p.m. on any banking day. Banking days are all calendar days except Saturday, Sunday and federal holidays. Other payments will be credited to your account within five days of receipt by Corporate Payment Systems.

LOST OR STOLEN CARDS

If a Card is lost or stolen, the individual employee cardholder must call Corporate Payment Systems immediately at 1-800-344-5696 and notify the employer in accordance with the employer's policies and/or instructions.

BILLING INQUIRIES

Before disputing or questioning a charge on your statement, take the following actions:

- Determine if other employees of the corporation / institution may have participated in the transaction.
- Review your receipts for the amount in question as it may have posted to your statement with a different merchant name.
- Attempt to contact the merchant to resolve the issue.

To dispute the transaction, phone Corporate Payment Systems Customer Service at the telephone number on the front of this statement and have the following information available:

- The date and dollar amount of the transaction you are questioning.
- An explanation of why you believe there is an error along with any documentation you may have to support your claim.
- The date you contacted the merchant to attempt to resolve this issue and the merchant's response.

Many inquiries can be corrected over the phone, but phoning alone does not preserve your rights. To preserve your rights, we must receive your written communication no later than 60 days after we sent you the first bill on which the error or problem appeared. Please send a letter with your name, account number and the above information to: CORPORATE PAYMENT SYSTEMS, P.O. BOX 6335, FARGO, ND 58125-6335. You do not have to pay the amount of the charge that is in dispute while we are investigating; however, you are obligated to pay any charges that are not in question. While we investigate your dispute, we cannot report you as delinquent or take any action to collect the amount you question.

To email this Order Confirmation, enter the email address below and click the button. (Multiple email addresses should be separated by ; semicolons.)

pwarden@ci.prosser.wa.us Send

Order Confirmation has been sent.

Need a receipt? Print this page

Order Receipt & Confirmation

1076 Franklin St SE,
Olympia, WA 98501
Phone: 360-753-4137 • **Fax:** 360-753-0149

Order number: 32814
Order type: Regular
Status: Taken
Payment method: Visa
Bill to: Paul Warden/City of Prosser
601 - 7th Street
Prosser WA 99350
United States

Customer number: 10877

Date shipped: Not Shipped
Ship to: Paul Warden/City of Prosser
601 - 7th Street
Prosser WA 99350
United States

Product	Description	Quantity	Unit Price	Total Price
2014 Regional Meetings Series	2014 Regional Meetings Series registration for Paul Warden	1.0000	$0.00	$0.00
Yakima Regional Meeting	Yakima Regional Meeting registration for Paul Warden	1.0000	$45.00	$45.00

Sub-total:	$45.00
Shipping/Handling:	$0.00
Sales tax:	$0.00
Grand total:	$45.00
Payments:	$45.00
Balance:	$0.00

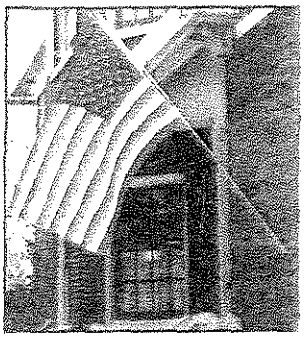
1076 Franklin St. SE Olympia, WA 98501 | 360-753-4137 | Copyright © 2014 Association of Washington Cities

PATRIOTIC

FLAG SETS

House Flag Sets

Choose from 3 styles…Traditional, Spinning or Banner.

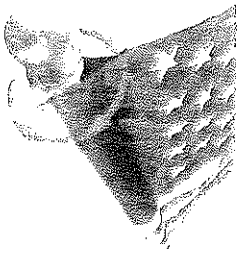


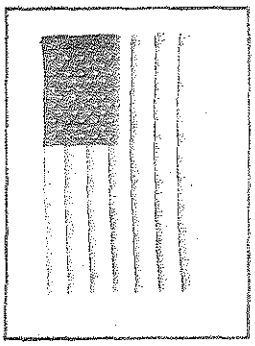
Traditional Flag Sets

All sets contain the following:

- 3' x 5' U.S. flag (flag styles vary by set…see below)
- 3-piece, 6' x 3/4" aluminum pole with mounting hardware
- Gold plastic eagle

$24.95 (100.100) **nylon flag/embroidered stars/sewn stripes**
$24.95 (100.103) **nylon flag/printed stars & stripes**
$19.95 (100.104) **cotton flag/printed stars/sewn stripes**
$ 9.95 (100.108) **poly-cotton flag/printed stars & stripes**



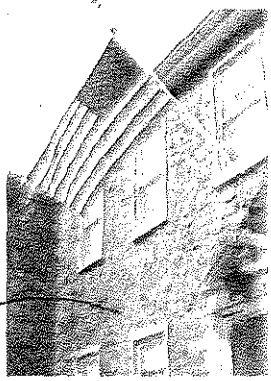


Banner Set

Comes pre-assembled for quick set-up. Includes the following items:

- 2½' x 4' printed poly/cotton U.S. flag.
- 5' x 7/8" one-piece varnished wooden pole with ball top.
- Sturdy 2-way nylon bracket with mounting screws (allows the flag to be displayed horizontally or at an angle).
- A non-furl clip to discourage tangling.
- A flag etiquette brochure.

$21.95 (100.105)



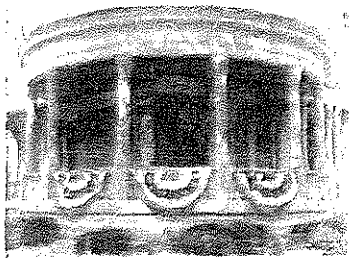
Spinning Flagpole House Set

No more tangled flags! This pole "spin free" on a set of ball bearings, assuring the flag will always be displayed prope 6' x 1" two-piece white aluminum pole gold ball, and adjustable multi-positio mounting bracket. Includes a 3' x 5' n embroidered U.S. Flag. Will accept a fl with either grommets or pole sleeve.

$43.95 (100.107)

+ Shipping
$52.90

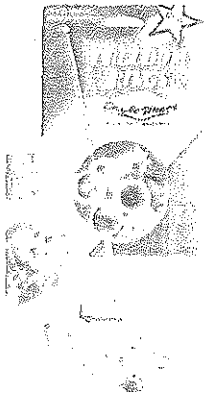
961707



Patriotic Banner

The choice of professional decorators. 3' x 6' pleated full fans are double stitched for added strength. Constructed with durable poly/cotton fabric, white canvas heading, and strong brass grommets.

$17.95 (825.200)



Freedom Rings

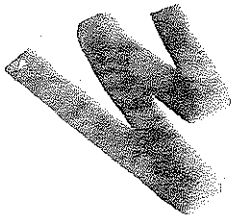
Keeps flags flying freely...flag will not wrap around pole. Eliminates ropes. Enables the flag to be displayed in an angular or vertical position. Fits standard 3/4" diameter poles only. Kit includes instructions for use, all needed parts, and a tool for installation.

$10.95 (120.208) for poles without an eagle top
(120.209) for poles with an eagle top

Half-Staff Ribbon

For flags that cannot be lowered to half-staff, attaching a black ribbon to the top of the flag is an acceptable alternative. 2.5" x 5' black nylon with grommet.

$8.95 (120.213)



888-453-4416

AMERICAN LEGION
FLAG & EMBLEM

5745 Lee Road
Indianapolis, IN 46216
Toll-Free 1-888-453-4466

Emblem.Legion.org
AmericanLegionFlags.com

Order #		Invoice Date	Page
968307A		11/13/14	1

Bill To	Ship To
CITY OF PROSSER 601 7TH ST PROSSER, WA 99350-1459	

Customer No.	Sales I.D.	Reference #	Source	Terms
940459	LJF/LJF		/2013OLD	[redacted] VISA

Ordered By	Warehouse	Phone Number	Total Wt.	Zone	Pkg	Ship Via
		(509) 786-0071	4.0 Lbs	7	1	UR

AMERICAN LEGION FLAG & EMBLEM 1-888-453-4466
Your purchase directly supports programs that provide help to
America's children, veterans, and military families. Thank you!

Location	Qty	Item #	Description	B/O	Unit Price	Disc	Extension
A20	1	100.107	3X5 SPINNING HOME FLAG SET		43.95	--	43.95

MERCHANDISE INVOICE TOTAL $	43.95
SHIPPING & HANDLING $	8.95
INVOICE TOTAL $	52.90
CR. CARD: VI, APPR:022151 $	-52.90

PACKED WITH CARE BY
JASMINE
AMERICAN LEGION EMBLEM SALES

RECEIVED
NOV 17 2014
CITY OF PROSSER

Paul Warden Mayor Credit Card

From: Beckham, Anthony J. [abeckham@legion.org]
Sent: Friday, November 14, 2014 12:13 PM
To: Paul Warden
Subject: Shipment Confirmation from American Legion

Re: Order Number: 968307

Dear :

Your order from American Legion Flag & Emblem has been shipped. You will receive your package soon.

(For MONOGRAM orders, allow an additional 4 weeks beyond the date shipped to receive your personalized item)

It has been a pleasure serving you. If we can be of further assistance, please call us toll-free at (888) 453-4466.

Your purchase directly supports the programs & activities of The American Legion family, which provide help to America's children, veterans, and military families. Thank you!

Order Date: 11/13/14

Web Order #:

Item Number	Description	Qty Ord.	Qty Shp.	Qty Bck.	Expected By
100.107	3X5 SPINNING HOME FLAG SET	1.00	1.00	0.00	

Date Shipped Via
11/14/14 USPS PRIORITY MAIL
Tracking Number: 9205502605880512377487

Date Shipped Via
11/14/14 USPS PRIORITY MAIL
Tracking Number: 9205502605880512377487

EARNING ITEM SUMMARY

City Of Prosser | Time08:58:47 Date: 12/04/2014
MCAG #: 0205 | 11/01/2014 To: 11/30/2014 | Page: 1

BUILDING

Group	Pay Item	Date	Hours	Pay
BUILDING	Draw	11/14/2014		850.00
	Draw			-850.00
	Hourly		84.00	1,640.52
	Hourly Alt		60.00	1,359.00
	Salary		165.33	5,639.92
	Cell Phone Allow			99.34
	Longevity			690.00
	Holiday Used		16.00	156.24
	Vac Used		16.00	312.48
TOTAL BUILDING			**341.33**	**9,897.50**

CLERK

Group	Pay Item	Date	Hours	Pay
CLERK	Draw	11/14/2014		1,800.00
	Draw			-1,800.00
	Salary		69.33	4,759.73
	Cell Phone Allow			49.67
	Travel Reimbursc			14.00
	Holiday Used		8.00	
	Sick Used		96.00	
TOTAL CLERK			**173.33**	**4,823.40**

COUNCIL

Group	Pay Item	Date	Hours	Pay
COUNCIL	Board Meeting	11/26/2014	7.00	140.00
	Council Meeting		5.00	200.00
	RFA		1.00	20.00
	Salary		189.33	6,100.00
	Cell Phone Allow			49.67
	Holiday Used		8.00	
TOTAL COUNCIL			**210.33**	**6,509.67**

FINANCE

Group	Pay Item	Date	Hours	Pay
FINANCE	Draw	11/14/2014		2,100.00
	Draw			-2,100.00
	Hourly		475.00	7,621.32
	Salary		407.99	16,269.06
	Cell Phone Allow			99.34
	Longevity			780.00
	BiLingual Pay			25.00
	Education Pay			50.00
	Holiday Used		50.40	429.26
	Sick Used		33.50	338.53

EARNING ITEM SUMMARY

City Of Prosser | Time08:58:47 Date: 12/04/2014
MCAG #: 0205 | 11/01/2014 To: 11/30/2014 | Page: 2

FINANCE

Group	Pay Item	Date	Hours	Pay
	Vac Used		122.60	845.18
TOTAL FINANCE			**1,089.49**	**26,457.69**

PLANNING

Group	Pay Item	Date	Hours	Pay
PLANNING	Salary	11/26/2014	142.33	3,990.13
	Cell Phone Allow			49.67
	Holiday Used		8.00	
	Vac Used		23.00	
TOTAL PLANNING			**173.33**	**4,039.80**

POLICE

Group	Pay Item	Date	Hours	Pay
POLICE	Draw	11/14/2014		9,294.00
	Draw			-9,294.00
	Hourly		152.00	3,321.20
	Salary		1,924.96	61,431.07
	Overtime		27.25	1,160.93
	Overtime Hol (.5		48.00	689.52
	Overtime Hol (1.		23.00	991.11
	Overtime Hol.(1		2.00	52.32
	Shift Pay			487.35
	Evidence Pay			50.00
	FTO Pay			200.00
	Hol Pay PD		760.00	21,761.52
	Hol Pay PD Alt		96.00	2,476.40
	Longevity			5,870.00
	Miltary Leave		36.00	
	BiLingual Pay			80.00
	Education Pay			275.00
	Comp Used		22.00	
	Comp Earned		10.00	
	Hol F Used		8.00	
	Holiday Used		16.00	174.80
	Sick Used		8.00	174.80
	Vac Used		81.00	
TOTAL POLICE			**3,214.21**	**99,196.02**

PUBLIC WORKS

Group	Pay Item	Date	Hours	Pay
PUBLIC WORKS	Draw	11/14/2014		6,563.00
	Draw			-6,563.00
	Hourly		2,180.00	53,913.72
	Hourly Alt		40.00	104.80

EARNING ITEM SUMMARY

City Of Prosser | Time08:58:47 Date: 12/04/2014
MCAG #: 0205 | 11/01/2014 To: 11/30/2014 | Page: 3

PUBLIC WORKS

Group	Pay Item	Date	Hours	Pay
	Overtime Alt		6.00	23.58
	Salary		152.33	6,926.40
	Overtime		124.50	4,859.69
	Shift Pay			1,575.00
	Cell Phone Allow			745.05
	Longevity			11,660.00
	Travel Reimburse			64.00
	BiLingual Pay			50.00
	Hol F Used		16.00	419.04
	Holiday Used		128.00	3,049.28
	Sick Used		90.50	2,093.08
	Vac Used		183.50	4,907.36
TOTAL PUBLIC WORKS			**2,920.83**	**90,391.00**
TOTAL			**8,122.85**	**241,315.08**

VACATION BUY OUT DETAIL

City Of Prosser
MCAG #: 0205

Time 09:03:02 Date: 12/04/2014

11/01/2014 To: 11/30/201

TOTAL