

CITY OF PROSSER, WASHINGTON
BUDGET & FINANCE COMMITTEE

TUESDAY, APRIL 8, 2014
5:30 PM

CITY HALL CONFERENCE ROOM
601 7TH STREET

1. Call to Order
2. Approve March 25, 2014 Meeting Minutes
3. Discuss Claim Checks for Period Ending April 8, 2014
4. Discuss March 2014 Payroll Checks and Vacation Buy Outs
5. Next Meeting – April 22, 2014
6. Adjournment

Attachments:

March 25, 2014 Meeting Minutes
March 2014 Payroll Checks and Vacation Buy Outs

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

CALL TO ORDER

Council Member Taylor called the meeting of the City of Prosser Budget and Finance Committee to order at 5:32 p.m.

ATTENDANCE

Council Member Taylor, Council Member Becken, Council Member Aubrey, Mayor Warden, and Finance Director Mauras were present.

APPROVE MARCH 11, 2014 MEETING MINUTES

A motion was made by Council Member Aubrey, seconded by Council Member Becken to approve the March 11, 2014 meeting minutes. Motion carried unanimously.

DISCUSS CLAIM CHECKS FOR PERIOD ENDING MARCH 25, 2014

The Committee reviewed the claim checks prepared for City Council approval. The Committee had questions regarding invoices from Cummins and Complete Merchant Services. The Committee inquired about costs associated with the Police Department's K9 unit and the purchase of birthday cards.

ADJOURNED

The meeting of the Budget and Finance Committee was adjourned at 5:45 p.m.

Council Member Randy Taylor
Budget & Finance Committee Chair

Regina Mauras
Finance Director

EARNING ITEM SUMMARY

City Of Prosser
MCAG #: 0205

03/01/2014 To: 03/31/2014

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BUILDING

Group	Pay Item	Date	Hours	Pay
BUILDING	Draw	03/14/2014		850.00
	Draw			-850.00
	Hourly		96.00	1,838.40
	Hourly Alt		48.00	1,087.20
	Salary		157.33	5,639.92
	Cell Phone Allow			99.34
	Sick Used		8.00	
	Vac Used		24.00	306.40
TOTAL BUILDING			333.33	8,971.26

CLERK

Group	Pay Item	Date	Hours	Pay
CLERK	Draw	03/14/2014		1,800.00
	Draw			-1,800.00
	Salary		165.33	4,759.73
	Cell Phone Allow			49.67
	Vac Used		8.00	
TOTAL CLERK			173.33	4,809.40

COUNCIL

Group	Pay Item	Date	Hours	Pay
COUNCIL	Board Meeting	03/31/2014	4.00	80.00
	Council Meeting		7.00	280.00
	Salary		197.33	6,100.00
	Cell Phone Allow			49.67
TOTAL COUNCIL			208.33	6,509.67

FINANCE

Group	Pay Item	Date	Hours	Pay
FINANCE	Draw	03/14/2014		1,933.00
	Draw			-1,933.00
	Hourly		334.00	5,581.90
	Salary		504.49	16,078.40
	Cell Phone Allow			99.34
	BiLingual Pay			25.00
	Education Pay			50.00
	Sick Used		35.00	399.76
	Vac Used		8.50	64.23
TOTAL FINANCE			881.99	22,298.63

PLANNING

Group	Pay Item	Date	Hours	Pay
PLANNING	Salary	03/31/2014	154.83	3,990.13
	Cell Phone Allow			49.67

EARNING ITEM SUMMARY

City Of Prosser
MCAG #: 0205

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PLANNING

Group	Pay Item	Date	Hours	Pay
	Sick Used		16.00	
	Vac Used		2.50	
TOTAL PLANNING			173.33	4,039.80

POLICE

Group	Pay Item	Date	Hours	Pay
POLICE	Draw	03/14/2014		7,305.00
	Draw			-7,305.00
	Hourly		248.00	4,671.84
	Salary		1,993.96	61,006.41
	Overtime		92.00	4,016.12
	Overtime Hol (.5		8.00	90.00
	Overtime Hol (1.		2.00	67.48
	Shift Pay			465.50
	Evidence Pay			50.00
	FTO Pay			200.00
	BiLingual Pay			80.00
	Education Pay			275.00
	Comp Used		1.00	
	Comp Earned		40.00	
	Sick Used		69.00	171.36
	Vac Used		24.00	
TOTAL POLICE			2,477.96	71,093.71

PUBLIC WORKS

Group	Pay Item	Date	Hours	Pay
PUBLIC WORKS	Draw	03/14/2014		5,500.00
	Draw			-5,500.00
	Hourly		2,255.00	56,053.67
	Salary		149.33	6,926.40
	Overtime		79.50	3,143.03
	Shift Pay			1,045.00
	Cell Phone Allow			695.38
	Vehicle Usage			102.00
	Jury Duty		7.00	137.20
	Hol F Used		8.00	187.68
	Sick Used		45.50	701.60
	Vac Used		128.50	3,150.08
TOTAL PUBLIC WORKS			2,672.83	72,142.04

TOTAL

6,921.10 189,864.51

VACATION BUY OUT DETAIL

City Of Prosser
MCAG #: 0205

03/01/2014 To: 03/31/2014

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TOTAL