

CITY OF PROSSER, WASHINGTON
BUDGET & FINANCE COMMITTEE

TUESDAY, MAY 13, 2014
5:30 PM

CITY HALL CONFERENCE ROOM
601 7TH STREET

1. Call to Order
2. Approve April 22, 2014 Meeting Minutes
3. Discuss Claim Checks for Period Ending May 13, 2014
4. Discuss April 2014 Payroll Checks and Vacation Buy Outs
5. Next Meeting – May 27, 2014
6. Adjournment

Attachments:

April 22, 2014 Meeting Minutes
April 2014 Payroll Checks and Vacation Buy Outs

**CITY OF PROSSER, WASHINGTON
BUDGET & FINANCE COMMITTEE
MINUTES
TUESDAY, APRIL 22, 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 APRIL 8, 2014 MEETING MINUTES

A motion was made by Council Member Becken, seconded by Council Member Aubrey to approve the April 8, 2014 meeting minutes. Motion carried unanimously.

DISCUSS CLAIM CHECKS FOR PERIOD ENDING APRIL 22, 2014

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

ADJOURNED

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

Council Member Randy Taylor
Budget & Finance Committee Chair

Regina Mauras
Finance Director

EARNING ITEM SUMMARY

City Of Prosser
MCAG #: 0205

04/01/2014 To: 04/30/2014

Time: 08:40:44 Date: 05/09/2014
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BUILDING

| Group | Pay Item | Date | Hours | Pay |
|-----------------------|------------------|------------|---------------|-----------------|
| BUILDING | Draw | 04/15/2014 | | 850.00 |
| | Draw | | | -850.00 |
| | Hourly | | 95.00 | 1,819.25 |
| | Hourly Alt | | 75.00 | 1,698.75 |
| | Salary | | 137.83 | 5,639.92 |
| | Cell Phone Allow | | | 99.34 |
| | Sick Used | | 23.00 | 268.10 |
| | Vac Used | | 26.50 | |
| TOTAL BUILDING | | | 357.33 | 9,525.36 |

CLERK

| Group | Pay Item | Date | Hours | Pay |
|--------------------|------------------|------------|---------------|-----------------|
| CLERK | Draw | 04/15/2014 | | 1,800.00 |
| | Draw | | | -1,800.00 |
| | Salary | | 126.33 | 4,759.73 |
| | Cell Phone Allow | | | 49.67 |
| | Death In Family | | 24.00 | |
| | Sick Used | | 7.00 | |
| | Vac Used | | 16.00 | |
| TOTAL CLERK | | | 173.33 | 4,809.40 |

COUNCIL

| Group | Pay Item | Date | Hours | Pay |
|----------------------|------------------|------------|---------------|-----------------|
| COUNCIL | Board Meeting | 04/30/2014 | 36.00 | 720.00 |
| | Council Meeting | | 26.00 | 1,040.00 |
| | RFA | | 4.00 | 80.00 |
| | Salary | | 189.33 | 5,850.00 |
| | Cell Phone Allow | | | 49.67 |
| | Travel Reimburse | | | 21.00 |
| TOTAL COUNCIL | | | 255.33 | 7,760.67 |

FINANCE

| Group | Pay Item | Date | Hours | Pay |
|----------------------|------------------|------------|-----------------|------------------|
| FINANCE | Draw | 04/15/2014 | | 1,933.00 |
| | Draw | | | -1,933.00 |
| | Hourly | | 482.50 | 7,997.81 |
| | Salary | | 410.49 | 16,078.40 |
| | Cell Phone Allow | | | 99.34 |
| | BiLingual Pay | | | 25.00 |
| | Education Pay | | | 50.00 |
| | Hol F Used | | 8.00 | |
| | Sick Used | | 24.00 | 277.52 |
| | Vac Used | | 98.50 | 76.00 |
| TOTAL FINANCE | | | 1,023.49 | 24,604.07 |

EARNING ITEM SUMMARY

City Of Prosser
MCAG #: 0205

04/01/2014 To: 04/30/2014

Time: 08:40:44 Date: 05/09/2014
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PLANNING

| Group | Pay Item | Date | Hours | Pay |
|-----------------------|------------------|------------|---------------|-----------------|
| PLANNING | Salary | 04/30/2014 | 146.33 | 3,990.13 |
| | Cell Phone Allow | | | 49.67 |
| | Sick Used | | 13.00 | |
| | Vac Used | | 14.00 | |
| TOTAL PLANNING | | | 173.33 | 4,039.80 |

POLICE

| Group | Pay Item | Date | Hours | Pay |
|---------------------|------------------|------------|-----------------|------------------|
| POLICE | Draw | 04/15/2014 | | 7,305.00 |
| | Draw | | | -7,305.00 |
| | Hourly | | 204.00 | 4,236.28 |
| | Salary | | 1,977.96 | 61,006.41 |
| | Overtime | | 88.30 | 4,025.99 |
| | Shift Pay | | | 477.18 |
| | Evidence Pay | | | 50.00 |
| | Special Recognit | | | 100.00 |
| | BiLingual Pay | | | 80.00 |
| | Education Pay | | | 275.00 |
| | Comp Used | | 25.00 | |
| | Comp Earned | | 2.00 | |
| | Sick Used | | 5.00 | |
| | Vac Used | | 72.00 | |
| TOTAL POLICE | | | 2,374.26 | 70,250.86 |

PUBLIC WORKS

| Group | Pay Item | Date | Hours | Pay |
|---------------------------|------------------|------------|-----------------|------------------|
| PUBLIC WORKS | Draw | 04/15/2014 | | 5,500.00 |
| | Draw | | | -5,500.00 |
| | Hourly | | 2,735.50 | 67,668.49 |
| | Hourly Alt | | | 2,408.29 |
| | Salary | | 165.33 | 6,926.40 |
| | Overtime | | 128.00 | 5,011.79 |
| | Shift Pay | | | 1,540.00 |
| | Cell Phone Allow | | | 695.38 |
| | Sick Used | | 37.50 | 975.35 |
| | Vac Used | | 128.00 | 3,226.03 |
| TOTAL PUBLIC WORKS | | | 3,194.33 | 88,451.73 |

RECREATION

| Group | Pay Item | Date | Hours | Pay |
|-------------------------|------------------|------------|--------------|---------------|
| RECREATION | Hourly | 04/30/2014 | 58.50 | 819.00 |
| | Cell Phone Allow | | | 49.67 |
| TOTAL RECREATION | | | 58.50 | 868.67 |

EARNING ITEM SUMMARY

City Of Prosser
MCAG #: 0205

Time08:40:44 Date: 05/09/2014
04/01/2014 To: 04/30/2014

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TOTAL

7,609.90 210,310.56

VACATION BUY OUT DETAIL

City Of Prosser

Time08:040:02 Date: 05/09/2014

MCAG #: 0205

04/01/2014 To: 04/30/2014

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TOTAL