

CITY OF PROSSER, WASHINGTON  
BUDGET & FINANCE COMMITTEE

TUESDAY, MAY 27, 2014  
5:30 PM

CITY HALL CONFERENCE ROOM  
601 7<sup>TH</sup> STREET

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1. Call to Order
2. Approve Corrected April 8, 2014 Meeting Minutes
3. Approve May 13, 2014 Meeting Minutes
4. Discuss Claim Checks for Period Ending May 27, 2014
5. Next Meeting – June 10, 2014
6. Adjournment

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Attachments:

April 8, 2014 Meeting Minutes  
May 13, 2014 Meeting Minutes

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

**CALL TO ORDER**

Council Member Becken called the meeting of the City of Prosser Budget and Finance Committee to order at 5:36 p.m.

**ATTENDANCE**

Council Member Becken, Council Member Aubrey, Mayor Warden, and Finance Manager Yost were present. Council Member Taylor requested an excused absence.

**APPROVE MARCH 25, 2014 MEETING MINUTES**

A motion was made by Council Member Aubrey, seconded by Council Member Becken to approve the March 25, 2014 meeting minutes. Motion carried unanimously.

**DISCUSS CLAIM CHECKS FOR PERIOD ENDING APRIL 8, 2014**

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

**DISCUSS MARCH 2014 PAYROLL CHECKS AND VACATION BUY OUTS**

The Committee reviewed the March 2014 payroll checks and vacation buy outs.

**ADJOURNED**

The meeting of the Budget and Finance Committee was adjourned at 5:40 p.m.

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Council Member Randy Taylor  
Budget & Finance Committee Chair

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Regina Mauras  
Finance Director

**CITY OF PROSSER, WASHINGTON  
BUDGET & FINANCE COMMITTEE  
MINUTES  
TUESDAY, MAY 13, 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 Becken, Council Member Ward, Mayor Warden, and Finance Director Mauras were present.

**APPROVE APRIL 22, 2014 MEETING MINUTES**

A motion was made by Council Member Becken, seconded by Council Member Ward to approve the April 22, 2014 meeting minutes. Motion carried unanimously.

**DISCUSS CLAIM CHECKS FOR PERIOD ENDING MAY 13, 2014**

The Committee reviewed the claim checks prepared for City Council approval. The Committee had questions regarding claim checks nos. 10575 and 10623 processed for payment.

The Committee discussed the financial software transition from Springbrook to BIAS, interviews for the Aquatic Center Cashiers and the upcoming recreation season. Finance Director Mauras stated financial reports are being prepared for Council approval at an upcoming meeting.

**DISCUSS APRIL 2014 PAYROLL CHECKS AND VACATION BUYS OUTS**

The Committee reviewed the April 2014 payroll checks and vacation buy outs. The Committee requested a history on overtime payments.

**ADJOURNED**

A motion was made by Council Member Ward, seconded by Council Member Becken to adjourn the meeting of the Budget and Finance Committee. Motion carried unanimously and the meeting of the Budget and Finance Committee was adjourned at 5:57 p.m.

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Council Member Randy Taylor  
Budget & Finance Committee Chair

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Regina Mauras  
Finance Director