

CITY OF PROSSER, WASHINGTON
BUDGET & FINANCE COMMITTEE

TUESDAY, JUNE 10, 2014
5:30 PM

CITY HALL CONFERENCE ROOM
601 7TH STREET

1. Call to Order
2. Approve May 27, 2014 Meeting Minutes
3. Discuss Claim Checks for Period Ending June 10, 2014
4. Discuss May 2014 Payroll Checks and Vacation Buy Outs
5. Next Meeting – June 24, 2014
6. Adjournment

Attachments:

May 27, 2014 Meeting Minutes
May 2014 Payroll Checks and Vacation Buy Outs

**CITY OF PROSSER, WASHINGTON
BUDGET & FINANCE COMMITTEE
MINUTES
TUESDAY, MAY 27, 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 Ward, and Finance Director Mauras were present.

APPROVE CORRECTED APRIL 8, 2014 MEETING MINUTES

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

APPROVE MAY 13, 2014 MEETING MINUTES

A motion was made by Council Member Becken, seconded by Council Member Ward to approve the May 13, 2014 meeting minutes. Motion carried unanimously.

DISCUSS CLAIM CHECKS FOR PERIOD ENDING MAY 27, 2014

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

The Committee discussed year to date overtime reports.

Council Member Ward had questions regarding purchasing. Finance Manager Mauras provided an explanation on spending limits, purchasing authority, and also stated a new purchasing policy would be brought to the next City Council Work Session for discussion.

ADJOURNED

The meeting of the Budget and Finance Committee was adjourned at 5:55 p.m.

Council Member Randy Taylor
Budget & Finance Committee Chair

Regina Mauras
Finance Director

EARNING ITEM SUMMARY

City Of Prosser
MCAG #: 0205

Time 09:46:10 Date: 06/09/2014
05/30/2014 To: 05/31/2014

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BUILDING

Group	Pay Item	Date	Hours	Pay
BUILDING	Draw	05/30/2014		-850.00
	Hourly		84.50	1,618.18
	Hourly Alt		60.00	1,359.00
	Salary		93.33	5,639.92
	Cell Phone Allow			99.34
	Hol F Used		8.00	
	Sick Used		68.00	229.80
	Vac Used		27.50	220.23
TOTAL BUILDING			341.33	8,316.47

CLERK

Group	Pay Item	Date	Hours	Pay
CLERK	Draw	05/30/2014		-1,800.00
	Salary		158.83	4,759.73
	Cell Phone Allow			49.67
	Vac Used		14.50	
TOTAL CLERK			173.33	3,009.40

COUNCIL

Group	Pay Item	Date	Hours	Pay
COUNCIL	Board Meeting	05/30/2014	4.00	80.00
	Council Meeting		4.00	160.00
	RFA		2.00	40.00
	Salary		164.33	6,100.00
	Cell Phone Allow			49.67
	Vac Used		33.00	
TOTAL COUNCIL			207.33	6,429.67

FINANCE

Group	Pay Item	Date	Hours	Pay
FINANCE	Draw	05/30/2014		-1,933.00
	Hourly		414.35	6,813.32
	Salary		485.99	16,078.40
	Cell Phone Allow			99.34
	BiLingual Pay			25.00
	Education Pay			50.00
	Sick Used		61.65	873.67
	Vac Used		34.50	221.50
TOTAL FINANCE			996.49	22,228.23

PLANNING

Group	Pay Item	Date	Hours	Pay
PLANNING	Salary	05/30/2014	160.33	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
	Hol F Used		8.00	
	Sick Used		5.00	
TOTAL PLANNING			173.33	4,039.80

POLICE

Group	Pay Item	Date	Hours	Pay
POLICE	Draw	05/30/2014		-7,305.00
	Hourly		140.50	3,009.51
	Salary		1,915.96	61,089.46
	Overtime		105.50	4,491.06
	Shift Pay			439.70
	Evidence Pay			50.00
	FTO Pay			200.00
	FTO Pay			200.00
	Death In Family		24.00	
	BiLingual Pay			80.00
	Education Pay			275.00
	Comp Used		23.00	
	Comp Earned		27.00	
	Hol F Used		8.00	171.36
	Sick Used		57.00	
	Vac Used		79.50	417.69
TOTAL POLICE			2,380.46	63,118.78

PUBLIC WORKS

Group	Pay Item	Date	Hours	Pay
PUBLIC WORKS	Draw	05/30/2014		-5,500.00
	Hourly		2,282.50	55,767.46
	Hourly Alt		130.00	335.80
	Overtime Alt		22.00	85.47
	Salary		157.33	6,926.40
	Overtime		150.00	5,826.10
	Shift Pay			1,620.00
	Cell Phone Allow			695.38
	BiLingual Pay			50.00
	Sick Used		27.00	160.99
	Vac Used		217.00	6,264.82
TOTAL PUBLIC WORKS			2,985.83	72,232.42

RECREATION

Group	Pay Item	Date	Hours	Pay
RECREATION	Hourly	05/30/2014	92.00	1,288.00
	Cell Phone Allow			49.67
TOTAL RECREATION			92.00	1,337.67

EARNING ITEM SUMMARY

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TOTAL

7,350.10 180,712.44

VACATION BUY OUT DETAIL

City Of Prosser
MCAG #: 0205

Time08:040:02 Date: 06/09/2014

05/01/2014 To: 05/30/2014

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TOTAL
