

CITY OF PROSSER, WASHINGTON  
BUDGET & FINANCE COMMITTEE

TUESDAY, JULY 8, 2014  
5:30 PM

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

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1. Call to Order
2. Approve June 24, 2014 Meeting Minutes
3. Discuss Claim Checks for Period Ending July 8, 2014
4. Discuss June 2014 Payroll Checks and Vacation Buy Outs
5. Next Meeting – July 22, 2014
6. Adjournment

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Attachments:

June 24, 2014 Meeting Minutes  
June 2014 Payroll Checks and Vacation Buy Outs

**CITY OF PROSSER, WASHINGTON  
BUDGET & FINANCE COMMITTEE  
MINUTES  
TUESDAY, JUNE 24, 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 JUNE 10, 2014 MEETING MINUTES**

A motion was made by Council Member Becken, seconded by Council Member Ward to approve the June 10, 2014 meeting minutes. Motion carried unanimously.

**DISCUSS CLAIM CHECKS FOR PERIOD ENDING JUNE 24, 2014**

The Committee reviewed the claim checks prepared for City Council approval. The Committee had questions regarding an invoice paid to Bilco for an access hatch. Committee Members requested a list of communication services and the amounts paid for each item.

**ADJOURNED**

The meeting of the Budget and Finance Committee was adjourned at 5:49 p.m.

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Council Member Randy Taylor  
Budget & Finance Committee Chair

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Regina Mauras  
Finance Director

## EARNING ITEM SUMMARY

City Of Prosser  
MCAG #: 0205

06/01/2014 To: 06/30/2014

Time 10:00:25 Date: 07/07/2014  
Page: 1

### BUILDING

Group	Pay Item	Date	Hours	Pay
BUILDING	Draw	06/13/2014		850.00
	Draw			-850.00
	Hourly		88.00	1,685.20
	Hourly Alt		64.00	1,449.60
	Salary		152.33	5,639.92
	Cell Phone Allow			99.34
	Holiday Used		16.00	153.20
	Sick Used		14.00	153.20
	Vac Used		15.00	153.20
<b>TOTAL BUILDING</b>			<b>349.33</b>	<b>9,333.66</b>

### CLERK

Group	Pay Item	Date	Hours	Pay
CLERK	Draw	06/13/2014		1,800.00
	Draw			-1,800.00
	Salary		143.83	4,759.73
	Cell Phone Allow			49.67
	Holiday Used		8.00	
	Sick Used		13.50	
	Vac Used		8.00	
<b>TOTAL CLERK</b>			<b>173.33</b>	<b>4,809.40</b>

### COUNCIL

Group	Pay Item	Date	Hours	Pay
COUNCIL	Board Meeting	06/30/2014	18.00	360.00
	Council Meeting		13.00	520.00
	RFA		2.00	40.00
	Salary		189.33	6,100.00
	Cell Phone Allow			49.67
	Travel Reimburse			21.00
	Holiday Used		8.00	
<b>TOTAL COUNCIL</b>			<b>230.33</b>	<b>7,090.67</b>

### FINANCE

Group	Pay Item	Date	Hours	Pay
FINANCE	Draw	06/13/2014		1,933.00
	Draw			-1,933.00
	Hourly		451.00	7,454.60
	Salary		459.49	16,078.40
	Cell Phone Allow			99.34
	BiLingual Pay			25.00
	Education Pay			50.00
	Hol F Used		8.00	146.80
	Holiday Used		46.40	371.70

## EARNING ITEM SUMMARY

City Of Prosser  
MCAG #: 0205

06/01/2014 To: 06/30/2014

Time 10:00:25 Date: 07/07/2014  
Page: 2

### FINANCE

Group	Pay Item	Date	Hours	Pay
	Sick Used		14.50	103.03
	Vac Used		32.60	75.01
<b>TOTAL FINANCE</b>			<b>1,011.99</b>	<b>24,403.88</b>

### PLANNING

Group	Pay Item	Date	Hours	Pay
PLANNING	Salary	06/30/2014	160.33	3,990.13
	Cell Phone Allow			49.67
	Holiday Used		8.00	
	Sick Used		5.00	
<b>TOTAL PLANNING</b>			<b>173.33</b>	<b>4,039.80</b>

### POLICE

Group	Pay Item	Date	Hours	Pay
POLICE	Draw	06/13/2014		7,305.00
	Draw			-7,305.00
	Hourly		160.00	3,427.20
	Salary		1,952.96	61,235.21
	Overtime		73.50	3,058.33
	Overtime Hol (.5		56.00	799.84
	Overtime Hol (1.		20.00	877.62
	Shift Pay			483.00
	Evidence Pay			50.00
	FTO Pay			200.00
	BiLingual Pay			80.00
	Education Pay			275.00
	Comp Used		19.00	
	Comp Earned		11.00	
	Holiday Used		16.00	171.36
	Sick Used		64.00	
	Vac Used		44.00	171.36
<b>TOTAL POLICE</b>			<b>2,416.46</b>	<b>70,828.92</b>

### PUBLIC WORKS

Group	Pay Item	Date	Hours	Pay
PUBLIC WORKS	Draw	06/13/2014		5,500.00
	Draw			-5,500.00
	Hourly		2,534.00	59,840.87
	Salary		165.33	6,926.40
	Overtime		117.50	4,681.95
	Shift Pay			1,585.00
	Cell Phone Allow			695.38
	BiLingual Pay			50.00
	Holiday Used		120.00	2,813.76

# EARNING ITEM SUMMARY

City Of Prosser  
MCAG #: 0205

06/01/2014 To: 06/30/2014

Time 10:00:25 Date: 07/07/2014  
Page: 3

## PUBLIC WORKS

Group	Pay Item	Date	Hours	Pay
	Sick Used		81.00	2,044.96
	Vac Used		179.00	4,587.48
<b>TOTAL PUBLIC WORKS</b>			<b>3,196.83</b>	<b>83,225.80</b>

## RECREATION

Group	Pay Item	Date	Hours	Pay
RECREATION	Hourly	06/30/2014	2,156.25	21,711.07
	Hourly Alt		87.75	865.69
	Overtime		7.25	126.68
	Cell Phone Allow			49.67
<b>TOTAL RECREATION</b>			<b>2,251.25</b>	<b>22,753.11</b>

**TOTAL**

**9,802.85      226,485.24**

**VACATION BUY OUT DETAIL**

City Of Prosser  
MCAG #: 0205

Time 10:057:02 Date: 07/07/2014

06/01/2014 To: 06/30/2014

Page: 1

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**TOTAL**