



# City of Prosser

CITY COUNCIL  
WORK SESSION MEETING AGENDA  
Council Chambers, 620 Market St, 1st Floor, Prosser WA 99350  
Tuesday, May 5, 2026 @ 7:00 PM

To join the meeting, please click the following link: <https://prosser.webex.com/meet/prosser>  
Join by phone: +1-206-207-1700, Access code: 231 459 39313, Hit #, No Attendee Code, Hit #

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<p style="margin-left: 40px;"><b><u>Recommendation:</u></b> Review and discuss the Special Event Permit Application process and provide staff with any proposed changes to the PMC.</p>	
b. Nomadic Vendor Application Process Review (PMC 5.05) ( <i>Rachel Shaw, City Administrator</i> ) <a href="#">Presentation</a>	35 - 55
<p style="margin-left: 40px;"><b><u>Recommendation:</u></b> Review and discuss the Nomadic Vendor Application process and provide staff with any proposed changes to the PMC.</p>	

- c. 2027-2032 Six-Year Transportation Improvement Plan (*Marty Groom, Public Works Director*)  
[Plan](#)

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***Recommendation:*** Approve projects 1-12 in the draft STIP 2027-2032 and provide direction on two additional projects from the attached list. The final draft will be presented to Council on May 26, 2026.

- 8. EXECUTIVE SESSION
  - a. RCW 42.30.110(1)(b) and (c)
- 9. ADD-ON ITEMS
- 10. ADJOURNMENT

# Proclamation

- WHEREAS,** public servants are a vital part of our community, serving our citizens with a high level of dedication; and
- WHEREAS,** public employees often forego public recognition in their efforts to serve their communities; and
- WHEREAS,** every year since 1985, the first week of May has been set aside as Public Service Recognition Week, a time to thank dedicated public servants from Federal, state and local governments; and
- WHEREAS,** these employees work hard every day, to enhance the well-being of their communities, often at great sacrifice; and
- WHEREAS,** it is fitting and proper that we recognize the contributions of our dedicated public servants.

**NOW, THEREFORE, BE IT RESOLVED** that I, Gary Vegar, Mayor of the City of Prosser, Washington, and the City Council do hereby proclaim May 3 – 9, 2026, to be

## ***“Public Service Recognition Week”***

in Prosser and urge all citizens to recognize the accomplishments and contributions of public servants at all levels.

\_\_\_\_\_  
Mayor Gary Vegar

\_\_\_\_\_  
City Clerk Jacqueline Renteria

This 5<sup>th</sup> day of May, 2026.

# Proclamation

- WHEREAS,** the office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and
- WHEREAS,** the Office of the Municipal Clerk is the older among public servants; and
- WHEREAS,** the Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and
- WHEREAS,** Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and
- WHEREAS,** the Municipal Clerk serves as the information center on functions of local government and community; and
- WHEREAS,** Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county, and international professional organizations; and
- WHEREAS,** it is most appropriate that we recognize the past and present accomplishments of the Office of the Municipal Clerk.

**NOW, THEREFORE, BE IT RESOLVED** that I, Gary Vegar, Mayor of the City of Prosser, Washington, and the City Council and citizens of Prosser do recognize the week of May 3-9, 2026, as Municipal Clerks Week, and further extend appreciation to the Clerk's Department for the vital services they perform and their exemplary dedication to the community.



Professional Municipal  
**CLERKS  
WEEK**  
An International Celebration

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Mayor Gary Vegar

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City Clerk Jacqueline Renteria

This 5<sup>th</sup> day of May, 2026.



**VISITOR INFORMATION CENTER**  
1230 Bennett Avenue, Prosser, WA 99350  
(509)786-3177

[www.TourProsser.com](http://www.TourProsser.com)      [www.ProsserChamber.org](http://www.ProsserChamber.org)

During the first quarter of 2026, the Chamber focused on strengthening tourism promotion, supporting business growth, and building stronger connections within the community. Here are some key activities and outcomes that may be of interest to the City:

**Tourism Promotion & Marketing**

- Planning and coordination continued for major tourism-driven events, including Sip & Stroll (March 28), which included partial street closures on Meade Avenue & 6<sup>th</sup> St. to support walkable business engagement and winery participation. Proceeds from this event will be used to help maintain the Prosser Depot Building, home to the Visitor Center/Chamber Office and Historic Downtown Prosser Office.
- The Chamber represented Prosser at the Taste Washington event (March 21–22), where promotional materials were shared to help attract visitors and increase regional awareness of Prosser’s tourism offerings.
- Updated visitor guides were ordered and distributed, along with new promotional rack cards and advertising placements to expand tourism outreach.
- Work began on a collaborative promotional video project with local partners to highlight Prosser attractions and tourism experiences. Funding had been approved through LTAC, with production expected to begin May 11–15.

**Business Development & Community Growth**

- The Chamber saw strong membership growth, welcoming several new members since January, with additional businesses expressing interest in joining.
- Several ribbon cuttings were hosted to support local business visibility and celebrate new investments in the community. In April alone, four ribbon cuttings took place in the heart of downtown.
- Ongoing outreach visits to local businesses helped strengthen relationships and increase awareness of Chamber resources and services.

**Community Branding & Partnerships**

- A new community slogan, “Hometown Charm, Wine Country Welcome,” was selected to help unify marketing efforts and encourage consistent messaging and encapsulate all that Prosser has to offer.

- The Chamber hosted the annual Easter Egg Hunt on April 4. With sunny weather, great attendance, and hundreds of smiling faces, the event was a big success.

**Operational Improvements Supporting Tourism**

- Social media tools were reviewed and adopted to improve scheduling efficiency and maintain a consistent online presence promoting local activities and visitor opportunities.
- Increasing emphasis on social media has increased online presence significantly. In the last 30 days, we've seen an 80% increase in follows, 72% increase in interactions and 25% increase in non-follower views.
- Visitor Center preparations picked back up for the spring tourism season, including volunteer scheduling and distribution of updated visitor materials.

**Financial & Strategic Progress**

- Budget adjustments made earlier in the year resulted in a revised 2026 budget that now shows a positive balance instead of a deficit, strengthening the Chamber's long-term sustainability.

**Overall First Quarter Impact**

The Chamber's work during the first quarter focused on increasing tourism visibility, supporting both new and existing businesses, improving marketing tools, and working closely with local partners. These efforts continue to support economic development, encourage visitor engagement, and promote Prosser as a welcoming destination community.



2026 Visitor Guide



Easter Egg Hunt held April 4<sup>th</sup> At City Park





2026  
Ribbon Cuttings





**Council Quarterly Report**  
**1<sup>st</sup> Quarter 2026**  
January 1, 2026 – March 31, 2026

The first quarter of 2026 marked a strong and strategic start for Historic Downtown Prosser (HDP). Efforts during this period focused on community engagement, organizational development, and early implementation of new initiatives that will shape the year ahead.

*Through continued collaboration with partners, volunteers, and local businesses, HDP achieved the City of Prosser's goals related to livability, economic vitality, financial sustainability, communication and operational excellence.*

I am proud to introduce the 2026 HDP Board of Directors: President Katy McLaughlin, Vice President Alex Steinbock, Secretary Kristi Mellema, Treasurer Marisa Morrison, Christ Rosselli, Dakota Renz, Esther Leep, John Breeze, and Julie Mercer. During our first quarter, the board has already demonstrated a high level of commitment and engagement, taking an increasingly active role in the organization's operations. Through strengthened committee involvement, the board is working alongside staff to ensure the continued effectiveness, accountability, and long-term sustainability of Historic Downtown Prosser.

**City Council Goal 1: Livability & Quality of Life, Vibrant Community**

HDP continued to foster a vibrant and welcoming downtown through strategic, community-centered events and initiatives designed to increase foot traffic, support local businesses, and engage residents of all ages.

*Prosser's Birthday Party*

The second annual Prosser's Birthday Party, held in partnership with the Princess Theatre, experienced a significant increase in attendance, demonstrating growing community interest and participation. The event included a K–5 coloring contest, which saw strong participation from local youth. The winning student was recognized with a gift from Splat It and a photo opportunity alongside Mayor Vegar, adding a meaningful and memorable element for

participants and their families. A key component of the event's success was the involvement of local youth volunteers, who helped lead games and hand out prizes. We ended with a free movie, cupcakes from 2K Bakery, and popcorn. The birthday party provided a fun, inclusive experience for families and contributed to increased activity and positive energy in the downtown area.

#### *Seuss on the Loose Scavenger Hunt*

The Seuss on the Loose Scavenger Hunt, held throughout March, provided a fun, interactive way to engage youth and families while encouraging foot traffic throughout downtown. In partnership with the Princess Theatre, Prosser Friends of the Library, and participating businesses, youth participants visited local storefronts to collect scavenger hunt words, creating repeated engagement with downtown businesses over the course of the event. The program concluded with a community celebration at the end of March, featuring special appearances by the Cat in the Hat and Thing 1 and Thing 2. Free books were distributed to participating youth, reinforcing the event's connection to literacy and education while creating a memorable experience for families.

#### *Sip & Stroll*

Sip & Stroll continued to serve as a signature downtown event, bringing visitors into Prosser and supporting local businesses through increased foot traffic and engagement. In partnership with the Prosser Chamber of Commerce and the Princess Theatre, and local businesses in and around Prosser, the event footprint was expanded this year to accommodate continued growth. With the closure of key downtown streets, participants were able to fully experience a true "sip and stroll" environment. The expanded layout allowed for additional pop-up vendors, wineries, and distilleries, while storefront businesses could extend their presence outdoors and showcase merchandise directly to attendees. Live music and interactive elements throughout the event further enhanced the overall experience. Through strong collaboration with participating businesses, the event created multiple points of engagement, offering guests a dynamic and immersive downtown experience. HDP also encouraged participation from businesses beyond the immediate downtown boundaries, helping to extend the event's economic impact throughout the broader Prosser community. An interactive Google map was developed for attendees, providing a user-friendly guide to dining, lodging, shopping, and entertainment options. The map included direct links to participating businesses, further supporting visibility, promotion, and visitor engagement before and during the event. Sip & Stroll is an important annual fundraiser

that supports the ongoing upkeep and preservation of the Historic Depot Building, ensuring this key community asset continues to serve both organizations and the public.

### **City Council Goal 2: Financial Sustainability**

HDP continued to utilize the Washington Main Street Tax Credit Incentive Program to retain and reinvest local tax dollars into downtown revitalization efforts. Early in the first quarter, HDP secured initial B&O contributions reflecting continued support from local and regional partners. While contributions are progressing, HDP recognizes a significant opportunity to increase participation and is currently operating below the B&O's program's full potential. Expanding awareness and engagement with eligible businesses remains a key priority moving forward. To support this effort, HDP hosted a B&O Tax Credit Luncheon, providing businesses with the opportunity to learn more about the incentive program and how they can participate. We hosted this luncheon at Thrive Café, catering by the Prosser House, and had our tax professional, Keith Sattler, as a speaker. This educational outreach emphasized that the program is a unique benefit available exclusively to recognized Washington Main Street communities such as Prosser. B&O plays a critical role in reinvesting tax dollars locally, reinforcing the importance of doing so to directly benefit the Prosser community. HDP identified the need to diversify revenue streams and has begun exploring opportunities, including sponsorship development and fundraising initiatives. A Finance Committee has been established to support these efforts, provide increased financial oversight, and guide long-term planning. This committee structure represents a significant step forward in strengthening organizational capacity, improving financial transparency, and ensuring HDP is well-positioned to adapt to changing funding environments while continuing to support downtown revitalization efforts.

### **City Council Goal 3: Promote Economic Development**

Through event coordination and outreach, HDP worked directly with businesses to create opportunities for increased visibility, customer engagement, and expanded participation. Activities like Sip & Stroll not only brought visitors into the downtown core but also allowed businesses to extend their presence outdoors and connect with new audiences. HDP also continued to support business development efforts through façade improvement initiatives and ongoing communication with property and business owners regarding

opportunities to enhance storefronts and activate underutilized spaces. Our latest upgrade we were able to help with is located at 1120 Meade, with two new applications pending approval. Within the Design Committee, HDP is partnering with the City of Prosser to advance downtown beautification efforts, focusing on activating identified “dead zones” and improving overall visual appeal. Current projects include seasonal planting strategies, relocation and enhancement of planters, and the development of “Hydrangea Lane” along 7th Street to create a more welcoming and pedestrian-friendly environment. These efforts aim to address long-standing community concerns regarding the lack of greenery while enhancing walkability, increasing dwell time, and supporting a more inviting and economically active downtown experience.

#### **City Council Goal 4: Operational Excellence & Communication**

Operational efforts during the first quarter focused on strengthening organizational structure, enhancing communication, and improving long-term planning and accountability.

- Formation of a Finance Committee to support revenue diversification and sustainability
- Continued participation in Washington Main Street Program leadership meetings and trainings.
- Ongoing coordination with City of Prosser, Chamber of Commerce, and partner organizations such as Tourism, Heritage Caucus, Rotary, ArtsWa, Main Street Leadership, Prosser Community Volunteers, City Council via online for first quarter, National Night Out, PBS Commercial Project, Rubert Project, Prosser Tagline, Partners, Chamber Luncheons, Creative District and others.
- Administrative reporting for Q1 included completion of required quarterly reports to the City of Prosser and the Washington State Main Street Program, as well as submission of the 2025 Annual Main Street Report to maintain accreditation status. HDP also continues to participate in ongoing monthly check-ins with both the Washington State Main Street Program and ArtsWA to support program alignment, accountability, and continued progress.
- Under the umbrella of Historic Downtown Prosser, Prosser has been officially recognized as a certified Washington State Creative District. This designation represents an exciting opportunity for Prosser, opening the door for expanded support of local arts, culture, and creative economic development within the community. These combined efforts reflect

HDP's commitment to operational excellence, strong communication, and to building a sustainable, well-coordinated program that effectively serves the downtown and broader community.

Looking ahead, HDP is preparing for the launch of the Prosser's Farmers Market in June with a soft opening on May 30<sup>th</sup>. We will continue working in partnership with community organizations on upcoming initiatives, including America's 250th commemoration and 4th of July celebrations. These efforts will further activate downtown, strengthen community connections, and build on the strong momentum established in the first quarter of 2026.

Submitted by:  
Kristine Perales  
Historic Downtown Prosser, Executive Director  
April 2026

*Together, Creating A Vibrant & Prosperous Downtown!*

**CITY OF PROSSER, WASHINGTON**  
**AGENDA BILL**

<p><b>Agenda Title:</b> Special Event Permit Process Review (PMC 5.30)</p> <p><b>Item Type:</b> Discussion</p>	<p><b>Meeting Date:</b> May 5, 2026 City Council Work Session</p>
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<b>Department:</b> Recreation	<b>Director:</b> Rachel Shaw	<b>Contact Person:</b> Kathya Martinez	<b>Phone Number:</b> 509-786-8225
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<p><b>Cost of Proposal:</b> N/A</p> <p><b>Amount Budgeted:</b> N/A</p>	<p><b>Fund Name and Number:</b></p>
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<p><b>Reviewed by Finance Department:</b></p> <p>N/A</p>
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<p><b>Attachments to Agenda Packet Item:</b></p> <ol style="list-style-type: none"> <li>1. Special Event Application Process</li> <li>2. PMC 5.30 Special Event Permits</li> <li>3. Special Event Application</li> </ol>
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<p><b>Summary Statement:</b></p> <p>Per Council direction, staff is bringing forward a review and discussion of the current Special Event Permit application process. This presentation is intended to provide City Council with an overview and refresher on the City's Special Event Permit process as outlined in PMC 5.30. With the addition of new council members, this serves as an opportunity to ensure a clear understanding of the procedures, requirements, and timelines associated with permitting special events within the City.</p> <p>The presentation will outline the current process, including application submittal, internal review procedures, interdepartmental coordination, and approval timelines. It will also highlight how the process supports public safety, community engagement, and efficient event planning.</p>
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<p><b>Consistent with Council Goal:</b></p>
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Goal #1: Livability & Quality of Life, Goal #5: Operational Excellence & Communication

**Recommended Action/Suggested Motion:**

***Recommendation:** Review and discuss the Special Event Permit Application process and provide staff with any proposed changes to the PMC.*

<b>Reviewed by Department Director:</b>  Rachel Shaw  <b>Date:</b> Apr 30, 2026	<b>Reviewed by City Attorney:</b>  N/A  <b>Date:</b>	<b>Approved by City Administrator:</b>  Rachel Shaw  <b>Date:</b> Apr 30, 2026
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# SPECIAL EVENT

## APPLICATION PROCESS

CITY OF PROSSER | RECREATION DEPARTMENT

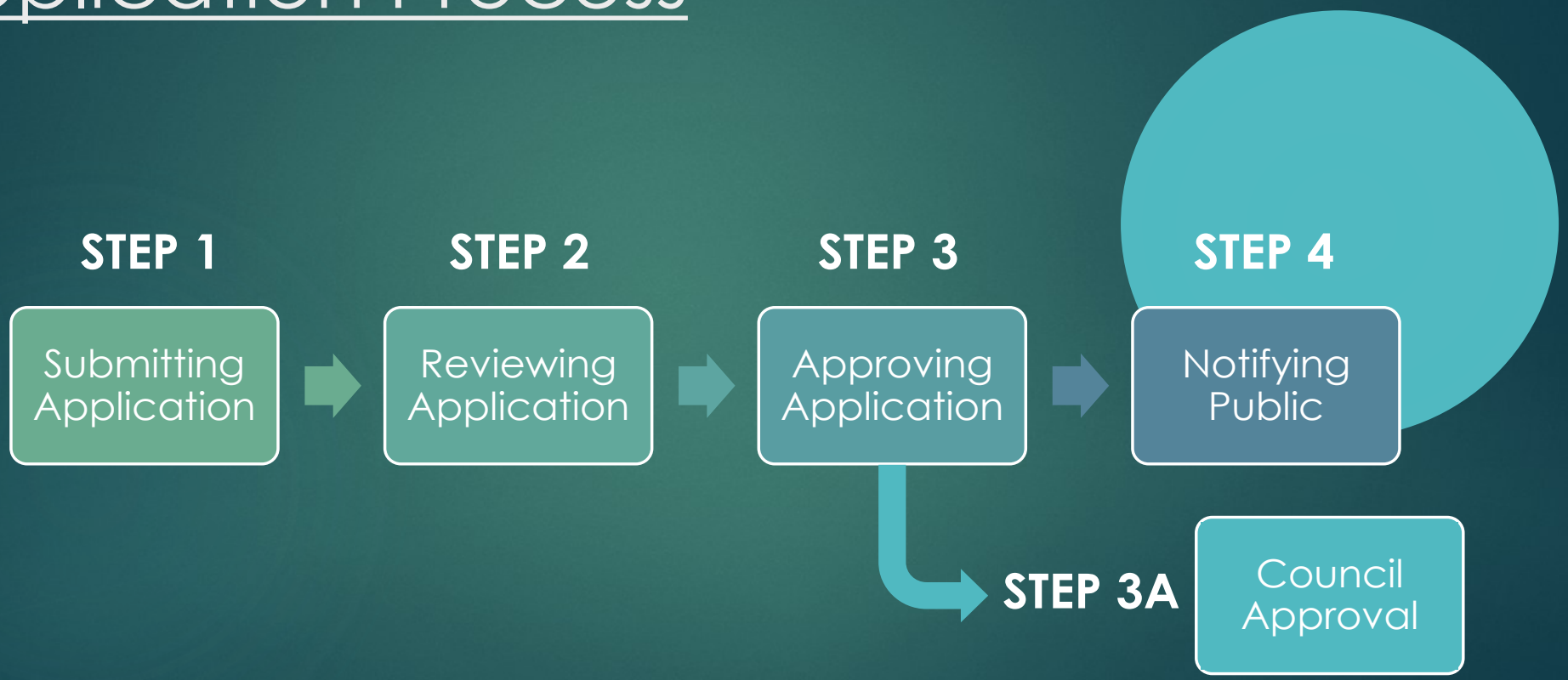


# What is a Special Event?



- ▶ **Special event** - means a temporary activity, carnival, parade, assembly, procession, block party, fun-run, roadway foot races, community-sponsored activity, art and craft fairs or other similar function that is conducted wholly or partly on public property or any **event** on private property that involves an open invitation to the public. An “open invitation to the public” includes, but is not limited to, **events** for which admission requires a ticket. “**Special event**” excludes functions conducted on property where outdoor functions have been permitted after having gone through site review pursuant to Section [18.75.040](#), where such function is consistent in scope with the approval obtained by site review.

# Special Event Application Process



# Submitting Application

## CUSTOMER

### STEP 1

- ▶ A complete, signed application and a site map needs to be turn in at least 30 days in advance of proposed event date.

### STEP 2

- ▶ An application review fee (non-refundable) must be paid at the time application is submitted.
- ▶ If application is less than 30 days, then an expedited fee must be paid to ensure application is processed prior to event. Some requests due to short notice might not be available.



**PROSSER PARKS & RECREATION**  
PO Box 1639, Prosser, WA 99350  
(509)786-8225 Fax: (509)786-3717  
[parksandrec@ci.prosser.wa.us](mailto:parksandrec@ci.prosser.wa.us)

**SPECIAL EVENT PERMIT APPLICATION**

<input type="checkbox"/> <b>Application Review Fee:</b> \$50R/\$60NR (nonrefundable) due at the time of application	<b>For Office Use:</b> Date Received: _____ Date Routed for: _____ Reviewed: _____ Permit No. _____
<input type="checkbox"/> <b>Submittal Deadline:</b> A <b>minimum of 30 days</b> prior to the proposed event date   Additional \$75 expedited fee if less than 30 days	
<input type="checkbox"/> <b>Supporting Documentation:</b> Signed Application, Site Plan, Certificate of Insurance, Proof of Non-Profit (if applicable)	

**Special Event Guidelines**  
This form is designed to assist event planners and City Staff toward creating a successful event. This document does not constitute approval or make guarantees in any manner.

**Instructions For Completing**  
After submitting all forms, your application will be reviewed by department staff. You will be notified if the event has been approved. Do not assume that all aspects of the event will be approved; you may be asked to make changes to your plan based on the availability of services and scheduling of other events. Therefore, do not make any arrangements for your event until approval from the city has been received.

ORGANIZATION: \_\_\_\_\_  
PERSON RESPONSIBLE FOR EVENT: \_\_\_\_\_  
PHONE NO.: \_\_\_\_\_ CELL PHONE NO.: \_\_\_\_\_  
EMAIL ADDRESS: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**EVENT(S) INFORMATION**

EVENT NAME: \_\_\_\_\_  
LOCATION OF EVENT: \_\_\_\_\_ EXPECTED NO. OF ATTENDEES: \_\_\_\_\_  
DATE(S) OF EVENT: \_\_\_\_\_ START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_  
DATES AND TIME FOR SET UP: \_\_\_\_\_ BREAK DOWN: \_\_\_\_\_

Please provide a summary of your event and the activities that will take place. (attached another sheet if necessary)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

IS THIS A NON-PROFIT OR CHARITABLE ORGANIZATION?  YES  NO (Verification Required)

REV(02/22)

# Reviewing Application

CITY STAFF



## STEP 1

- ▶ Recreation Dept. reviews complete application to ensure supporting documentation is included, application fee is paid and make sure premises is available on the proposed event day.
- ▶ Also at this time, the expected No. of attendees is reviewed to see if it needs Council approval according to PMC 5.30.090.

## STEP 2

- ▶ Application gets sent to departments for review/evaluation of event.
- ▶ If departments need additional information or have any questions regarding the event, an email gets sent to applicant addressing those questions.
- ▶ If it's a new event in Prosser requesting road closures, then a meeting with applicant will be necessary.
- ▶ We always keep in mind that PD needs a minimum of 30 days if officers will be required due to scheduling.



# Approving Application

## CITY STAFF



### STEP 1

- ▶ Once all departments have reviewed application, applicant is notified that the event has been approved by staff, and that we need the following before sending event approval permit.
  - ▶ Event fee paid (separate from application fee)
  - ▶ Certificate of Liability Insurance
  - ▶ Copy of Letter notifying impacted residences or businesses of event
  - ▶ Copy of Health Dept. Certificate (if food will be served)
  - ▶ Copy of Liquor License (if liquor will be served)

### STEP 2

- ▶ After all the information on step one is received, the City of Prosser Recreation Dept. will issue an event permit stating the event has been officially approved! At this time, the applicant can start advertising for the event.



**Special Event Permit** Permit # 2022 - 08  
Status: APPROVED

Permit for: DOWNTOWN TRICK OR TREAT

Applicant: MHLINDA DE SANTOS Name: 509-786-2399 Phone Number

Permission is hereby granted to: HISTORIC DOWNTOWN PROSSER ASSOCIATION Organization Name

to hold the: DOWNTOWN TRICK OR TREAT Name of Event: of not more than 1,000 people

on: OCTOBER 31, 2022 Event Date: at: DOWNTOWN PROSSER Location:

from: 3PM to: 5PM

Set-up: 2PM break down: 5:30PM

*The City of Prosser Parks & Recreation hereby approves the "Downtown Trick or Treat" event represented by Historic Downtown Prosser Association, subject to the terms and conditions of the agreement, use-licenses and Prosser Municipal Code.*

Conditions:  
The City will setup the cones and barricades the day of the event. Event organizer will make sure their volunteer crossing kids on the streets will have reflective safety vest for safety. This is a partnership event, which means the Parks & Recreation logo will be published along with any flyers or advertisement for the event.

*Kathryn D. Mathews*  
City of Prosser / Recreation Manager  
September 15, 2022

# Notifying Public

## EVENT ORGANIZER & CITY STAFF



### Event organizer

- ▶ Event organizer will prep and send letters to residences/businesses that will be impacted by the road closure (if any), this can be done as soon as the event gets approved.
- ▶ Event organizer should notify public through various methods of event date, time, location and any road closure.



### City Staff

- ▶ Event information goes on City website under the upcoming events tab.
- ▶ Emails gets sent to road closure notification group one week before event and a map with event information goes on City social media.
- ▶ If we had anyone on the event notification list, we will also notify them as soon as the event gets approved (so far no one is on that list).



# City Council Approval

ONLY IF ITS 500+ PEOPLE IN ONE LOCATION



## STEP 1

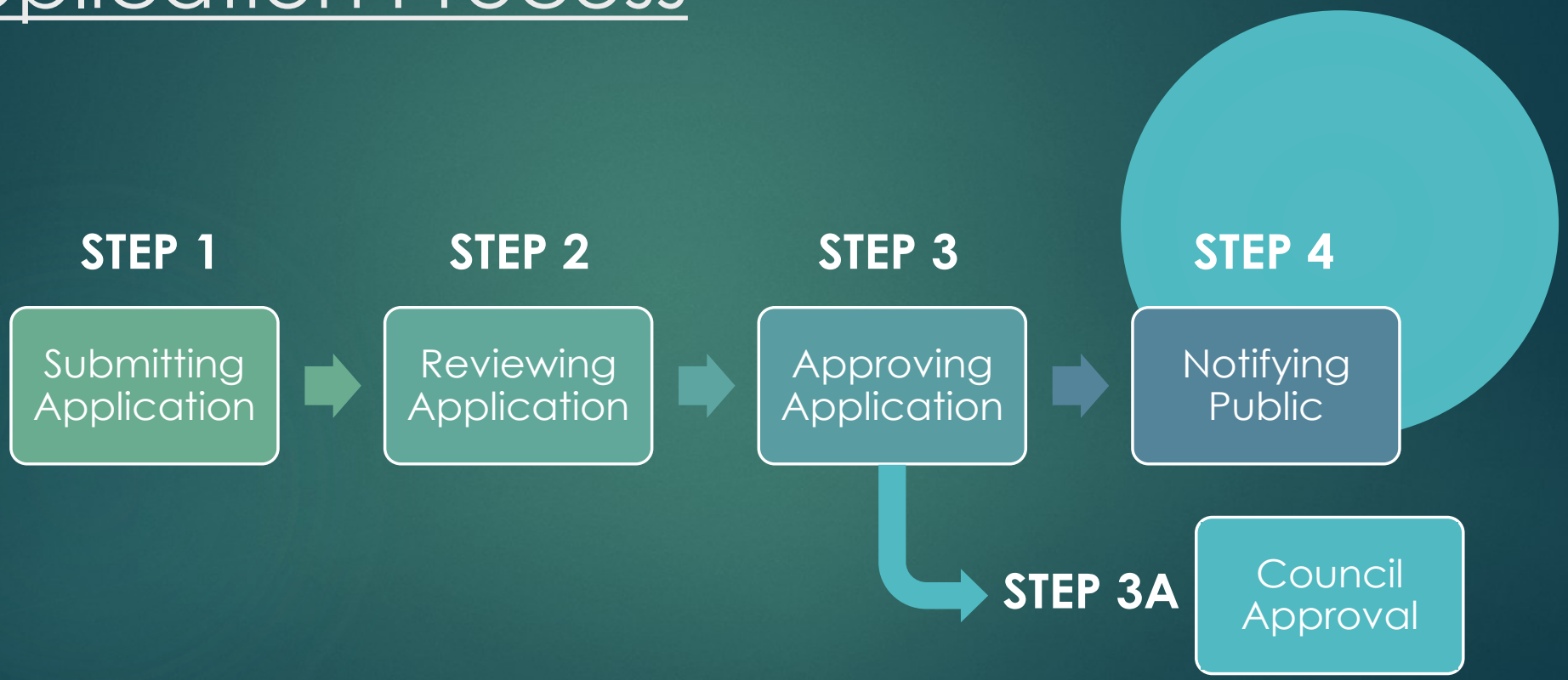
- ▶ If application will draw more than 500 people to the event, the application is brought to City Council for approval. This is done after staff review.
- ▶ Application will be brought to Council 1<sup>st</sup> for discussion, then brought back for approval. Item can be approved immediately after discussion if Council agrees.

## PMC

- ▶ 5.30.090 Approval of permit by city council—Exception

Notwithstanding anything to the contrary in this chapter, only the city council may approve a permit for an event reasonably expected to draw more than five hundred persons to one location in any one-hour period. **The following events are exempt from city council approval and may be approved in accordance with the administrative procedures in this chapter: State's Day Celebration, Fourth of July Celebration, and The Great Prosser Balloon Rally. The decision of the city council shall be final.** (Ord. 3055 § 6, 2018; Ord. 2737 § 10, 2011).

# Special Event Application Process





# Any Questions?

THANK YOU!

CHAPTER 5.30  
SPECIAL EVENT PERMITS

**§ 5.30.010. Definitions.**

- A. "Block party" means a limited street closure within a residentially zoned area for the purposes of holding a gathering involving the immediately surrounding residents and those invitees.
- B. "City administrator," for permits which require city council approval and for solely Sections 5.30.050 and 5.30.060, means, in addition to its normal meaning, the city council.
- C. "Funeral procession" means a single direct movement from a mortuary or church to the place of burial of a human body, under direction of an authorized funeral director.
- D. "Parade" means a march or procession of any kind.
- E. "Person" means any individual, corporation, partnership or association, or other entity and the agents, employees, servants and legal successors thereof; or agency of state, county or municipal government; or agency of the federal government which is subject to the jurisdiction of the state of Washington.
- F. "Special event" means a temporary activity, carnival, parade, assembly, procession, block party, fun-run, roadway foot races, community-sponsored activity, art and craft fairs or other similar function that is conducted wholly or partly on public property or any event on private property that involves an open invitation to the public. An "open invitation to the public" includes, but is not limited to, events for which admission requires a ticket. "Special event" excludes functions conducted on property where outdoor functions have been permitted after having gone through site review pursuant to Section 18.75.040, where such function is consistent in scope with the approval obtained by site review.
- G. "Temporary" means, for the purposes of this chapter only, no more than four consecutive days during any calendar year.  
(Ord. 2737 § 2, 2011)

**§ 5.30.020. Special event permit required.**

A special event permit shall be required prior to conducting a special event unless specifically exempted. Any and all other state, federal, and/or local permits required to operate the special event must be obtained prior to operation.  
(Ord. 2737 § 3, 2011; Ord. 3055 § 1, 2018)

**§ 5.30.030. Exemptions.**

The following activities are exempt from the permit requirements for special events:

- A. Events conducted by the city of Prosser;

- B. Funeral processions;
- C. Events conducted within a building designed for that purpose, including, but not limited to, churches, event centers, schools, and wineries; and
- D. An event or events conducted with a valid facility lease agreement.  
(Ord. 2737 § 4, 2011; Ord. 3055 § 2, 2018)

**§ 5.30.040. Application.**

An application for a special event shall be made at least thirty days prior to the event; provided, that applications submitted less than thirty days prior to the event may be accepted if the city administrator, or his or her designee, finds that there is adequate time to properly process the request, that all requirements of the permit can be met without undue strain on city resources and the date and venue are available for use. Applications shall include, but not be limited to, the following information:

- A. A completed application form provided by the city administrator, or his or her designee;
- B. The applicant and contact person's names, phone numbers, and addresses, including phone number available during operation of the special event;
- C. A narrative including a detailed description, location, time frame and purpose of special event;
- D. A site plan of the special event site indicating the location of any features used during the event. The site plan shall be neatly drawn and include, but is not limited to, the following information:
  - 1. The boundaries of the event site;
  - 2. The location of event features, including but not limited to booths, ride areas, and equipment;
  - 3. Any parking areas to be used by the event visitors or staff;
  - 4. Location of restrooms, waste facilities, and trash receptacles;
  - 5. First aid station, if requested by city;
  - 6. Any other public safety measure as requested by city;
- E. The location and map of any proposed street use and/or closure and necessary detours;
- F. Events including a parade or procession along city streets shall include the following additional information:
  - 1. Timing of the parade or procession;
  - 2. The location of all aspects of the parade or procession including staging area,

route, disbanding area;

3. The number and type of vehicles to be used;
  4. The maximum length and travel speeds; and
  5. The number and location of monitors or traffic control;
- G. Any additional information deemed necessary by the city administrator, or his or her designee, to properly review the application.  
(Ord. 2737 § 5, 2011; Ord. 3055 § 3, 2018)

**§ 5.30.050. Minimum requirements for special event permit.**

The following standards are the minimum necessary to receive a permit. The city administrator, or his or her designee, may impose additional reasonable conditions in order to protect the public's health, safety and general welfare.

- A. The location, size and features are suitable for the proposed event and will not be harmful to the health, safety and welfare of the community.
- B. Appropriate provisions are made for parking, waste management, restroom facilities, traffic control and circulation, security, noise generated by the event, health and safety, and access.
- C. Closures of public streets and/or access ways will not result in a serious inconvenience to the general public and appropriate provisions for emergency vehicle access is provided.
- D. Prior to commencing operation, the event site shall be inspected by city officials, which may include the city police department and the entity providing fire protection services within the city, and any other official deemed appropriate by the city administrator, or his or her designee, to ensure the protection of the public health, safety, and welfare.
- E. For special events involving the use of city facilities, parks or public right-of-way, proof of liability insurance with coverage in the amount of one million dollars per occurrence, unless an additional amount is required for the activity per the city administrator. The city administrator may allow a lower amount or waive this requirement when the event is not open to the general public and the risks presented by the request justify a lower amount. Said insurance shall be provided by an insurance carrier approved by the city and in a form approved by the city, shall name the city of Prosser as an additional insured, and shall provide that the insurance shall not be cancelled without thirty days' prior written notice to the city. Insurance provisions are not required for block party events. In addition, the applicant shall execute an agreement to indemnify, defend, and hold harmless the city, its officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities associated with the operation of the special event.
- F. If the special event is to be on city-owned property, the applicant shall provide a

layout of the event site and, based on the event, may be required to also provide a waste management and restoration plan to the city administrator, or his or her designee. The city shall require either a security deposit or a bond to pay for any repairs and/or replacement of park property that may arise from the special event. The amount of the deposit or bond shall be determined by the city administrator, or his or her designee, based upon the size of the event and the likelihood that it might result in damage to the city-owned property.

- G. A health permit shall be posted on site for any use that provides beverage and/or food service that requires such a permit.
- H. Where a permit will result in the closure of a city property or right-of-way to use by the general public the applicant may be required to post notice of the closure at least forty-eight hours in advance of the event. Failure by the event organizer to fulfill this requirement as part of the permit application and approval process may result in the event being cancelled and the permit revoked.
- I. A copy of the approved special events permit shall be maintained at the location of the special event throughout the duration of the event.
- J. Events shall comply with the noise standards of Chapter 8.50 unless specifically identified within the application. Requests for exceptions to the noise standards will be considered based on the nature of the event and the surrounding area.
- K. The city administrator, or his or her designee, shall provide public notice of the application not less than ten calendar days before he approves or denies the application by posting the application on the city's website. Any person may request to be added to an electronic mailing list to receive notice of all special event permit applications by e-mail. Failure to e-mail notice shall not be grounds to invalidate any special event permit issued by the city. The city administrator, or his or her designee, may provide additional notice, at his discretion. The city administrator, or his or her designee, shall consider any comments when approving or denying the application.

(Ord. 2737 § 6, 2011; Ord. 2775 § 1, 2012; Ord. 2931 § 1, 2015; Ord. 3055 § 4, 2018)

#### **§ 5.30.060. Grounds for denial.**

Approval of a special event permit may be denied or revoked if the city administrator or his designee reasonably determines that:

- A. The proposed event is not consistent with the standards of this chapter.
- B. The proposed event would endanger public health or safety.
- C. The proposed event would seriously inconvenience or impair the general public's use of public property, services, or facilities.
- D. The proposed event interferes with another event for which a permit has previously been granted.

- E. The proposed event would interfere with any construction or maintenance work scheduled to take place upon public property or right-of-way.
- F. The purpose of the event is to incite crime or the overthrow of the government by force.  
(Ord. 2737 § 7, 2011)

**§ 5.30.070. Fees.**

The applicant shall pay a nonrefundable permit fee at the time of filing the application in the amount established by resolution or ordinance of the city council.  
(Ord. 2737 § 8, 2011; Ord. 3055 § 5, 2018)

**§ 5.30.080. Appeals.**

Any person who submitted comments on the application, and the applicant, may appeal the city administrator's, or his designee's, decision to issue or not to issue a special event permit to the city council and shall pay a nonrefundable appeal fee established by resolution or ordinance of the city council. A written appeal must be received by the city clerk within five days after a written decision. A hearing shall be held not more than fourteen business days after the receipt of the request for a hearing. The applicant and any person who submitted comments on the application shall have the right to attend said hearing and present evidence. Any hearing under this chapter shall be conducted at a city council meeting, on an informal basis. A record of the hearing, including the date of hearing, who was present, and the findings made as to whether or not the decision was consistent with the approval criteria shall be made in writing. The written finding shall be filed with the city administrator or his designee. Any party who could have appealed the decision shall be provided notice of the hearing, not less than five business days before the hearing.  
(Ord. 2737 § 9, 2011)

**§ 5.30.090. Approval of permit by city council—Exception.**

Notwithstanding anything to the contrary in this chapter, only the city council may approve a permit for an event reasonably expected to draw more than five hundred persons to one location in any one-hour period. The following events are exempt from city council approval and may be approved in accordance with the administrative procedures in this chapter: State's Day Celebration, Fourth of July Celebration, and The Great Prosser Balloon Rally. The decision of the city council shall be final.  
(Ord. 2737 § 10, 2011; Ord. 3055 § 6, 2018)

**§ 5.30.100. Penalty for violation.**

Any person violating or failing to comply with any provisions of this chapter shall commit a class 1 civil infraction which shall be issued in accordance with Chapter 1.40. Each day of violation shall constitute a separate offense. The city shall not be required to attempt to obtain voluntary correction as provided for in Section 1.40.030 prior to issuing the civil infraction.

(Ord. 2737 § 11, 2011)

**§ 5.30.110. Revocation.**

A. A special events permit issued under this chapter shall be temporary, shall vest no permanent rights in the applicant, and may be immediately revoked or suspended by the city administrator or his designee if:

1. The applicant has made a misstatement of material fact in the information supplied; the applicant has failed to fulfill a term or condition of the permit in a timely manner; or the check submitted by the applicant in payment of the fee for a permit has been dishonored;
2. The applicant requests the cancellation of the permit or cancels the event;
3. The activity endangers or threatens persons or property, or otherwise jeopardizes the health, safety, or welfare of persons or property;
4. The activity conducted is in violation of any of the terms or conditions of the special events permit;
5. An emergency or supervening occurrence requires the cancellation or termination of the event in order to protect the public health or safety;
6. The applicant fails to prepay any required expenses.

B. The city shall refund the permit fee in the event of a revocation caused by an emergency or supervening occurrence.

(Ord. 2737 § 12, 2011)

**§ 5.30.120. Inconsistency.**

In the event that the provisions of this chapter are inconsistent with the provisions of another section of the Prosser Municipal Code, then the provisions of this chapter shall prevail.

(Ord. 2737 § 13, 2011)

**§ 5.30.990. Severability.**

If any section, subsection, sentence, clause, paragraph, phrase, or word of this chapter should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, paragraph, phrase or word of this chapter.

(Ord. 2737 § 14, 2011)



**CITY OF PROSSER**  
**PARKS & RECREATION**  
 620 Market St, 1<sup>st</sup> Floor  
 Prosser, WA 99350  
 (509)786-8225 Fax: (509)786-3717

## SPECIAL EVENT PERMIT APPLICATION

<input type="checkbox"/> <b>Application Review Fee: \$50R/\$60NR</b> (nonrefundable) due at the time of application	<b style="color: red;">For Office Use:</b>  <b>Date Received:</b> _____ <b>Date Routed for Reviewed:</b> _____ <b>Permit No.</b> _____
<input type="checkbox"/> <b>Submittal Deadline:</b> A <b>minimum of 30 days</b> prior to the proposed event date   Additional <b>\$75 expedited</b> fee if less than 30 days	
<input type="checkbox"/> <b>Supporting Documentation:</b> Signed Application, Site Plan, Certificate of Insurance, Proof of Non-Profit ( <i>if applicable</i> )	

**Special Event Guidelines**

This form is designed to assist event planners and City Staff toward creating a successful event. This document does not constitute approval or make guarantees in any manner.

**Instructions for Completing**

After submitting all forms, your application will be reviewed by department staff. You will be notified if the event has been approved. Do not assume that all aspects of the event will be approved; you may be asked to make changes to your plan based on the availability of services and scheduling of other events. Therefore, do not make any arrangements for your event until approval from the city has been received.

ORGANIZATION: \_\_\_\_\_

PERSON RESPONSIBLE FOR EVENT: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_ CELL PHONE NO.: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**EVENT(S) INFORMATION**

EVENT NAME: \_\_\_\_\_

LOCATION OF EVENT: \_\_\_\_\_ EXPECTED NO. OF ATTENDEES: \_\_\_\_\_

DATE(S) OF EVENT: \_\_\_\_\_ START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

DATES AND TIME FOR SET UP: \_\_\_\_\_ BREAK DOWN: \_\_\_\_\_

Please provide a summary of your event and the activities that will take place: (attached another sheet if necessary)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

IS THIS A NON-PROFIT OR CHARITABLE ORGANIZATION?  YES  NO (Verification Required)

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**ADDITIONAL INFORMATION**

1. Will alcohol be served, displayed, or consumed at this event?  YES  NO  
*If you answered YES, the City may request a copy of the liquor license if there is not one on file. (Alcohol is not permitted at any City parks)*
2. Will there be amplified sound or music at this event?  YES  NO
3. Will your event require street closures?  YES  NO  
*If you answered YES, please attach a map of the streets (site map).*
4. Will there be caterers, vendors, concessionaires, exhibitors, entertainers, promoters, or sponsors being utilized for your event?  YES  NO  
*If you answered YES, a Benton County Health certificate MUST be provided for all food vendors 24 hours before your event by email to [parksandrec@ci.prosser.wa.us](mailto:parksandrec@ci.prosser.wa.us) and provide a list of names, mailing address and types of service for your event. (Type of service = caterer, vendor, concessionaire, exhibitor, entertainer, promoter or sponsor). *Additional insurance might be required.**
5. Will your event provide volunteers for traffic control & cleaning patrol?  YES  NO
6. Will there be booth, canopies or other equipment erected?  YES  NO *If yes, how many: \_\_\_\_\_*

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**SPECIAL REQUESTS PROVIDED BY CITY (Check all that apply)**

- Cones       Barricades       Street Sweeping       Power       Parking  
 Fire (must contact the fire department)       Police       PW Staff       Traffic Control

OTHER: \_\_\_\_\_

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**ITEMS PROVIDED BY APPLICANT (Check all that apply)**

- Porta-Potty       Dumpster       Water (Hydrant)       First Aid Station       Traffic Control  
 Litter Patrol       Volunteers      OTHER: \_\_\_\_\_

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**SITE PLAN (PMC 5.30.040)**

Please attach a **DETAILED** site plan (map), the site plan should include the following: boundaries of event site, location of event features such as: vendor/activity locations, ride areas, equipment, parking, restrooms, dumpster, trash receptacles, beer garden and first aid station. Also include the location and map of any proposed street use and/or closures and necessary detours.



REV(12/25)



**FACILITY FEE TABLE**

Facility	Permit Fees		Add On – Extra 20% for NR	Total Amount Due
	Resident	Non Resident		
<b>City Park</b> Pavilion Open Grass Space Reg. Garbage Serv. Restroom Clean up	\$100	\$120	<input type="checkbox"/> Stage - \$12.50 <input type="checkbox"/> Concession with grill - \$50 <input type="checkbox"/> Concession w/o grill - \$25 <input type="checkbox"/> (Sommers St Closure) - \$110 <input type="checkbox"/> ** Police Officers - \$87/per officer <input type="checkbox"/> *** Public Works Staff - \$55/per staff <input type="checkbox"/> Expedited Processing - \$75	\$ _____
<b>EJ Miller Park</b> <input type="checkbox"/> <b>Crawford Park</b> <input type="checkbox"/> Pavilion Open Grass Space Reg. Garbage Serv. Restroom Clean up	\$100	\$120	<input type="checkbox"/> ** Police Officers - \$87/per officer <input type="checkbox"/> *** Public Works Staff - \$55/per staff <input type="checkbox"/> Expedited Processing - \$75	\$ _____
<b>Downtown Area</b> Cones and Barricades	\$200	\$240	<input type="checkbox"/> *** Street Sweeping - \$55 <input type="checkbox"/> ** Police Officers - \$87/per officer <input type="checkbox"/> Power Boxes - \$10/per box X _____ <input type="checkbox"/> Expedited Processing - \$75	\$ _____
<b>Parade - Event Route</b> Cones and Barricades	\$400	\$480	<input type="checkbox"/> *** Street Sweeping - \$110 <input type="checkbox"/> ** Police Officers - \$87/per officer <input type="checkbox"/> Power Boxes - \$10/per box X _____ <input type="checkbox"/> Expedited Processing - \$75	\$ _____
<b>Street Block Parties</b> Cones and Barricades  <b>Depot Parking Lot</b> Cones and Barricades	\$150	\$180	<input type="checkbox"/> *** Street Sweeping - \$55 <input type="checkbox"/> ** Police Officers - \$87/per officer <input type="checkbox"/> Power Boxes - \$10/per box X _____ <input type="checkbox"/> Expedited Processing - \$75	\$ _____
<b>Private Property</b>	\$100	\$120	<input type="checkbox"/> ** Police Officers - \$87/per officer <input type="checkbox"/> *** Public Works Staff - \$55/per staff <input type="checkbox"/> Expedited Processing - \$75	\$ _____

**Flat Rate: per hour, per person, minimum 2 hours required**

\*\*Police Officer – anytime one is needed | \*\*\*Public Works Staff – During business hours (\$75 non-business hours or holiday)

**CITY OF PROSSER, WASHINGTON**  
**AGENDA BILL**

<p><b>Agenda Title:</b>  Nomadic Vendor Application Process Review  (PMC 5.05)</p> <p><b>Item Type:</b>  Discussion</p>	<p><b>Meeting Date:</b>  May 5, 2026  City Council Work Session</p>
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<b>Department:</b> Planning	<b>Director:</b> Rachel Shaw	<b>Contact Person:</b> Rachel Shaw	<b>Phone Number:</b> 509-786-8218
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<p><b>Cost of Proposal:</b>  N/A</p> <p><b>Amount Budgeted:</b>  N/A</p>	<p><b>Fund Name and Number:</b>  N/A</p>
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<p><b>Reviewed by Finance Department:</b></p> <p>N/A</p>
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<p><b>Attachments to Agenda Packet Item:</b></p> <ol style="list-style-type: none"> <li>1. PMC 5.05 Nomadic Vendors</li> <li>2. PMC 18.75.040 Site Review</li> <li>3. Nomadic Vendor Presentation to the Prosser Planning Commission</li> <li>4. Nomadic Vendor Informational Brochure</li> <li>5. Nomadic Vendor Application</li> </ol>
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<p><b>Summary Statement:</b></p> <p>Per Council's direction, staff is bringing forward for review and discussion the current Nomadic Vendor Permit Application process. Attached to this agenda item is the PMC that governs Nomadic Vendors as well as other applicable areas of the municipal code. Also, for Council's consideration is a presentation outlining the application process, informational brochure and application.</p> <p>Below is a recap of recent discussions and updates to Nomadic Vendors.</p> <ul style="list-style-type: none"> <li>• City Council Meeting on May 13, 2025, staff presented an amendment to the Master Fee Schedule to establish fees related to a Nomadic Vendor License. At that meeting, Council tabled the proposed Ordinance that would establish the related fees and directed staff to bring back a presentation to Council that would provide an overview of</li> </ul>
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- Nomadic Vendor Licenses.
- City Council Meeting on June 24, 2025, staff at Nexus Planning Services presented an overview of Nomadic Vendor Licensing requirements, allowed uses, and regulations as well as the workflow that governs the processing a Nomadic Vendor License as outlined in PMC 5.05.010. Furthermore, they discussed the difference between a Nomadic Vendor License and a Special Event Permit Application. Lastly Nexus reviewed with Council potential amendments to the Code to address current shortcomings found in the Code. At that meeting, Council directed staff to send this item back to the Planning Commission for further review and discussion regarding potential amendments to the Code. Council also directed staff to bring back the proposed Master Fee Schedule amendment to establish the fees associated with processing a Nomadic Vendor License, to the City Council for consideration of adoption while the Commission reviews the Code.
  - City Council Meeting on July 8, 2025, the Master Fee Schedule was amended to establish the fees associated with a Nomadic Vendor License.
  - Special Planning Commission Meeting on July 10, 2025, the Commission directed Staff prepared a draft Ordinance for the Commissions consideration.
  - Planning Commission Meeting on August 21, 2025, the proposed Code amendment that provides more flexibility to potential Nomadic Vendors as well as improving application process was prepared and presented to the Commission. After review and discussion, the Commission approved the language in the proposed Ordinance and recommended approval to the City Council.
  - City Council Meeting on September 9, 2025, staff presented an ordinance amending PMC 18.60.270, 5.05.090(A)(3), 5.05.090(C), 5.05.090(K) related to Nomadic Vendors.

**Consistent with Council Goal:**

Goal #1: Livability & Quality of Life, Goal #3: Promote Economic Development & Jobs

**Recommended Action/Suggested Motion:**

***Recommendation:** Review and discuss the Nomadic Vendor Application process and provide staff with any proposed changes to the PMC.*

<p><b>Reviewed by Department Director:</b></p> <p>Rachel Shaw</p> <p><b>Date:</b> Apr 30, 2026</p>	<p><b>Reviewed by City Attorney:</b></p> <p>N/A</p> <p><b>Date:</b></p>	<p><b>Approved by City Administrator:</b></p> <p>Rachel Shaw</p> <p><b>Date:</b> Apr 30, 2026</p>
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CHAPTER 5.05  
NOMADIC VENDORS

**§ 5.05.010. Definitions.**

In construing the provisions of this chapter, except when otherwise declared, apparent, or clearly appearing from the context of the passage or section, the following definitions shall be applied:

"City" means the city of Prosser, Washington.

"Food" shall have its usual and ordinary meaning, and shall include all items designed for human consumption including, but not limited to, candy, gum, popcorn, hot dogs, sandwiches, peanuts, soft drinks and dairy products.

"Nomadic vendor" means any person whether as owner, agent, consignee, or employee, whether a resident of the city or not, who engages in a business of selling and delivering goods, wares, food or merchandise of any kind or description, who conducts such a business outside of a permanent structure affixed to real property and who conducts business from a vehicle or other conveyance upon privately or publicly owned property, but not on a public street, sidewalk, alley or public way of the city. A person so engaged shall not be relieved from complying with the provisions of this chapter merely by reason of associating temporarily with any local dealer, trader, merchant or auctioneer, or by conducting such temporary business in connection with, as part of, or in the name of any local dealer, trader, merchant or auctioneer.

"Person" means natural person, joint venture, joint stock company, partnership, association, club, company, corporation, limited liability company, business, trust, organization, or the manager, lessee, agent, servant, officer or employee of any of them.

"Public celebration" means any of the following: events officially authorized by the city council; events authorized by a special event permit issued in accordance with Chapter 5.30; and events that are specifically exempt from the provisions of Chapter 5.30.

(Ord. 2884 § 1, 2014)

**§ 5.05.020. License required.**

It shall be unlawful for a nomadic vendor to engage in business within the city of Prosser, Washington, except when licensed in compliance with the terms of this chapter. A separate license shall be required for each location of any nomadic vendor. A nomadic vendor who has obtained a license under this chapter shall be exempt from the provisions of Chapter 5.04. In the event of a conflict of provisions between this chapter and Chapter 5.04, then this chapter shall prevail and be applicable to license the activity.

(Ord. 2884 § 2, 2014)

**§ 5.05.030. Exemptions.**

The provisions of this chapter shall not be construed to apply to the following:

- A. Persons selling only fruits, vegetables, berries, eggs or any farm produce or edibles raised, gathered, produced or manufactured by such persons in the state of

Washington.

- B. Persons selling only trees used for the celebration of the Christmas season.
- C. Caterers providing catering services at a wedding or other one-time event on private property.  
(Ord. 2884 § 3, 2014)

**§ 5.05.040. Application.**

Any person desiring to secure a license as a nomadic vendor shall make application to the city clerk, on forms to be provided by the city. Such application shall include, but not be limited to, the following information:

- A. The name or names and address of the applicant, the applicant's UBI number, vehicle license numbers of all vehicles from which the applicant proposes to conduct business; description of the general type of goods, wares, merchandise or food proposed to be sold by the applicant; the place or places where the applicant proposes to engage in business.
- B. Each application shall be accompanied with the license application fee as provided for in this chapter.
- C. A notarized written authorization from the business owner to conduct the applicant's business at the place so noted on the application.
- D. A statement explaining the method of trash and litter disposal being proposed by the vendor.
- E. A drawing of a scale not greater than fifty feet per inch and not less than ten feet per inch, which drawing shall depict the following information:
  - 1. The portion of the property to be occupied by the business;
  - 2. The portion of the property to be used for automobile parking and the number of automobiles accommodated in said area;
  - 3. The location of driveways providing ingress and egress to the property;
  - 4. The location of existing buildings and structures located on the property noting the use of each building or structure so identified.
- F. The mayor or his or her designee is authorized to establish an application form for nomadic vendor licenses.  
(Ord. 2884 § 4, 2014)

**§ 5.05.050. Standard for approval of license.**

The mayor or his or her designee shall deny any application upon written findings that the applicant's proposed business activity will violate any applicable law, rule, or regulation. Any license issued under this chapter shall contain the number of the license,

the date the same was issued, the nature of the business authorized to be carried on, the amount of license fee paid, the expiration date of said license, the place where said business may be carried on under such license and the name or names of the person or persons authorized to carry on the same. The city clerk shall keep a record of all licenses issued under this chapter and shall promptly provide the Washington State Department of Revenue a copy of any license issued under this chapter.  
(Ord. 2884 § 5, 2014)

**§ 5.05.060. Fees—Expiration of license—Renewal.**

Fees shall be paid as follows:

- A. Nomadic vendors shall pay an initial application fee in the amount set forth in the city's fee schedule adopted by resolution or ordinance of the city council. The application fee shall be submitted with all applications. Following approval of the application, a fee shall be paid for each business license issued under this chapter in an amount set forth in the city's most recent fee schedule adopted by resolution of the city council. The license shall expire on December 31st of each year. A separate application and license shall be required for each location of a nomadic vendor. The application fee is not required for license renewal provided the renewal is for the same location and provided the licensee was licensed at that location within thirty days from the date of the request to renew the license. A license renewal fee shall be paid in the amount set forth in the city's fee schedule adopted by resolution or ordinance of the city council.

(Ord. 2884 § 6, 2014; Ord. 3287 § 2, 2025)

**§ 5.05.070. Exhibition of license—Transfer.**

Any license issued under this chapter shall be posted conspicuously at the place of business authorized therein. Any license issued under this chapter shall not be transferred to any other person.

(Ord. 2884 § 7, 2014)

**§ 5.05.080. Health regulation.**

All nomadic vendors shall comply with all laws, rules and regulations regarding food handling including established by any applicable regulatory agency. All vehicles used for the sale of food by nomadic vendors shall comply with all the laws, rules and regulations respecting such vehicles established by any applicable regulatory agency.

(Ord. 2884 § 8, 2014)

**§ 5.05.090. Nomadic vendor standards.**

All nomadic vendors licensed under this chapter shall comply with the following standards:

- A. Nomadic vendors shall be licensed only at those sites on which there is a permanent business operating and registered under Chapter 5.04, unless the nomadic vendor obtains a conditional use permit from the city's board of adjustment and further

meets all of the following conditions:

1. All surfaces used by the nomadic vendor, and not landscaped, must be paved or otherwise covered with a dust-free surface.
  2. Sanitary restroom facilities must be available in accordance with the rules of the applicable regulatory agency.
  3. Completion of site review.
- B. No nomadic vendor shall locate his or her vehicle, other conveyance, or temporary stand within twenty feet of the improved portion of any public right-of-way or within twenty feet of the intersection of any public right-of-way and private driveway.
- C. The vehicle must be in good repair and of such design that it reasonably conforms to surrounding businesses.
- D. No signs or signage shall be permitted other than that which can be contained on the vehicle or conveyance and one sandwich board sign in accordance with Chapter 18.72.
- E. No vehicle, other conveyance or temporary stand shall be located closer than twenty feet from any building or structure on the licensed property or adjoining property.
- F. No vehicle, other conveyance or temporary stand shall locate closer than fifty feet from flammable combustible liquid or gas storage and dispensing structures.
- G. All nomadic vendors shall place at least one city approved garbage receptacle upon the site of business for customer use; additional cans may be required at the city's discretion.
- H. Licensed nomadic vendor sites shall be cleaned of all debris, trash and litter at the conclusion of daily business activities.
- I. All merchandise, goods, wares or food shall only be displayed or offered for sale within fifteen feet of the vendor's conveyance and be located no closer than twenty feet from any building or structure on the licensed property or adjoining property.
- J. All vehicles, other conveyances or temporary stands shall comply with the city's fire code.
- K. No nomadic vendor may be licensed at a location if their vehicle, conveyance or temporary stand diminishes required off-street parking for the permanent business registered on the site.

(Ord. 2884 § 9, 2014; Ord. 3287 § 3, 2025)

**§ 5.05.110. Revocation of license.**

Any license issued pursuant to this chapter may be revoked, in writing, by the mayor or his or her designee for any one or more of the following causes:

§ 5.05.110

§ 5.05.990

- A. Any fraud, misrepresentation, or false statement contained in the application for a license.
- B. Any fraud, misrepresentation, or false statement made in connection with the selling of products.
- C. Conducting the business licensed under this chapter in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety, or general welfare of the public.
- D. The determination by the Benton County district court that the licensee has committed more than two infractions issued pursuant to Section 5.05.120 in any twenty-four-month period.

(Ord. 2884 § 10, 2014)

**§ 5.05.120. Penalty.**

- A. Except as otherwise provided herein, any person violating any of the provisions of this chapter shall be deemed to have committed a civil infraction and be penalized by a fine in the amount of one hundred fifty dollars, plus state assessments for each day he, she, or it is in violation of this chapter. Such infractions shall be issued and prosecuted in accordance with Sections 1.40.070 through 1.40.210.

(Ord. 2884 § 11, 2014)

**§ 5.05.990. Severability.**

If any section, subsection, sentence, clause, paragraph, phrase, or word of this chapter should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, paragraph, phrase or word of this chapter.

(Ord. 2884 § 12, 2014)

**§ 18.75.040. Site review.**

- A. No building permit will be issued nor may any use or change in use be made of land without a site review. This does not apply to open or temporary land uses which do not exceed ten days in duration or single-family residences and their accessory structures in R districts.
- B. Action. The administrator will make appropriate findings and either approve or conditionally approve site review applications.
- C. Any review which authorizes the division of property in lieu of a plat or short plat must be recorded with the Benton County Auditor. The plans and the record of survey filed therewith have the same legal effect as a plat.  
(Ord. 1917 § 1 (part), 1997)



# Nomadic Vendors: What and Why?

Prosser Planning Commission

July 2, 2025

## What is a Nomadic Vendor?

**Chapter 5.05.010 in the Prosser Municipal Code defines a Nomadic vendor as,**

“Any person whether as owner, agent, consignee, or employee, whether a resident of the city or not, who engages in a business of selling and delivering goods, wares, food or merchandise of any kind or description, who conducts such a business outside of a permanent structure affixed to real property and who conducts business from a vehicle or other conveyance upon privately or publicly owned property, but not on a public street, sidewalk, alley or public way of the city. A person so engaged shall not be relieved from complying with the provisions of this chapter merely by reason of associating temporarily with any local dealer, trader, merchant or auctioneer, or by conducting such temporary business in connection with, as part of, or in the name of any local dealer, trader, merchant or auctioneer.”

# What is a Nomadic Vendor?

**It could also be helpful to consider the exemptions in the Nomadic Vendor License code;**

- Persons selling only fruits, vegetables, berries, eggs or any farm produce or edibles raised, gathered, produced or manufactured by such persons in the state of Washington.
- Persons selling only trees used for the celebration of the Christmas season.
- Caterers providing catering services at a wedding or other one-time event on private property. (PMC 5.05.030)

## Where can a Nomadic Vendor operate?

### PMC 18.60.270

Nomadic vendors regulated by Chapter [5.05](#) are allowed in **all I and C zones** except for **commercial professional (CP) and commercial neighborhood (CN)**. Except as permitted in this section, nomadic vendors are prohibited in all other zones. (Ord. 2885 § 1, 2014).

## How are they approved?

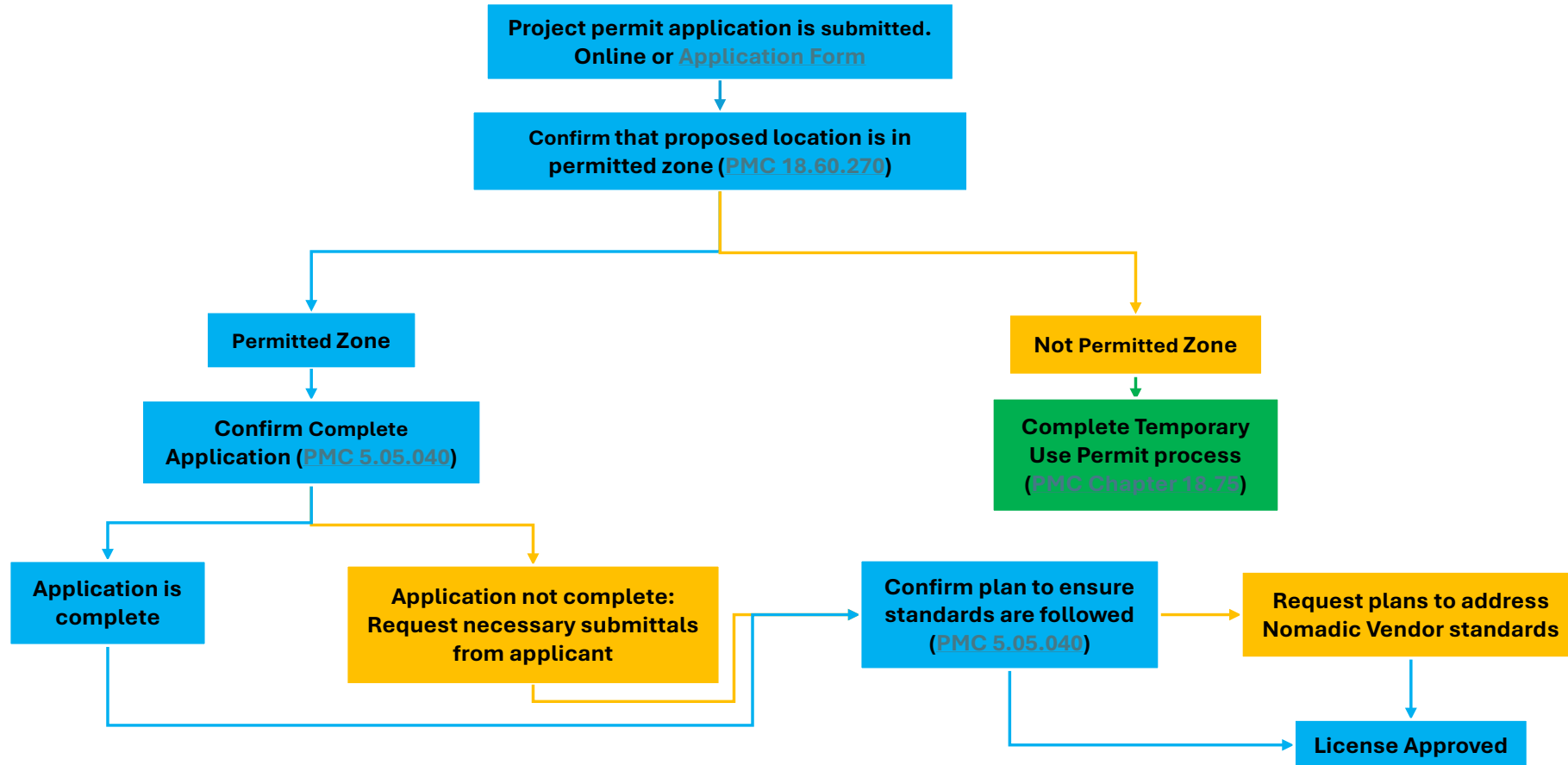
A Nomadic Vendor License applicant is required to submit operations details, location, time of operation, notarized authorization from property owners, a site plan, evidence of adequate method to dispose of trash/waste, and a fee for the license application.

During the review of the application, the project narrative and site plan should clearly show how all of the standards are going to be met.

If the applicant is going to be operating on a parcel that **does not** have a licensed business operating, they will need to complete a site review.

However, if the applicant is operating on a parcel that prohibits Nomadic Vendors, they will need to go through the Temporary Use permit process as well. *E.g. Cascade Crust at Cork & Taps on 236 Port Ave.*

# Nomadic Vendor Workflow



# What is the Difference between Nomadic Vendor License or Special Event Permit?

## *When to apply for Special Event Permit?*

### **PMC 5.30.010**

F. “Special event” means a temporary activity, carnival, parade, assembly, procession, block party, fun-run, roadway foot races, community-sponsored activity, art and craft fairs or other similar function that is conducted wholly or partly on public property or any event on private property that involves an open invitation to the public.

G. “Temporary” means, for the purposes of this chapter only, no more than four consecutive days during any calendar year. (Ord. 2737 § 2, 2011).

## *When to apply for Nomadic Vendor License?*

### **PMC 5.05.020**

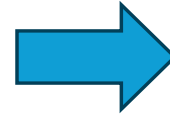
...A separate license shall be required for each location of any nomadic vendor. A nomadic vendor who has obtained a license under this chapter shall be exempt from the provisions of Chapter [5.04](#). In the event of a conflict of provisions between this chapter and Chapter [5.04](#), then this chapter shall prevail and be applicable to license the activity.

The code does not state the threshold of time to be considered for Nomadic Vendor License. It is recommended to infer from the Special Event Permit code, that if a Vendor will be operating on a property for more than four consecutive days, it should get a Nomadic Vendor License

# Changes to discuss

## Current Issues

1. **Current NM code is too restrictive in allowable zones (PMC 18.60.270** – “Nomadic vendors regulated by Chapter [5.05](#) are allowed in all I and C zones except for commercial professional (CP) and commercial neighborhood (CN). Except as permitted in this section, nomadic vendors are prohibited in all other zones.”)
2. **Current NM code is too restrictive in allowable density of vendors per lot (PMC 5.05.090(K)** – “No nomadic vendor shall be licensed to locate a vehicle, other conveyance, or temporary stand within **two hundred fifty feet** from another nomadic vendor except where vendors are separated by a public street. This provision does not apply to vendors within a designated and city-approved farmer’s market.”)



## City Recommendation

1. Recommend that NM code be amended to allow Nomadic Vendors in Agritourism and Agribusiness. (**PMC 18.60.270**)
2. Recommend that NM code be amended to remove vendors per foot and instead reserve the right to restrict the number of vendors in certain areas. (**PMC 5.05.090(K)**)



**THANK YOU!**

**DISCUSSION**



## WHEN TO APPLY FOR A NOMADIC VENDOR LICENSE

1. If you operate a mobile vendor business, who sells and delivers goods, wares, food or merchandise of any kind or description.
2. If you are planning on operating the business outside of any permanent structure and business.
3. If you conduct your business out of a vehicle or other mobile kiosk/podium

# NOMADIC VENDOR LICENSING



PROSSER  
*Washington*

Information &  
Resources

## WHO TO CONTACT?

City of Prosser Planning Dept.

Kurtis Johnson

Phone: 509-362-9872

Email:

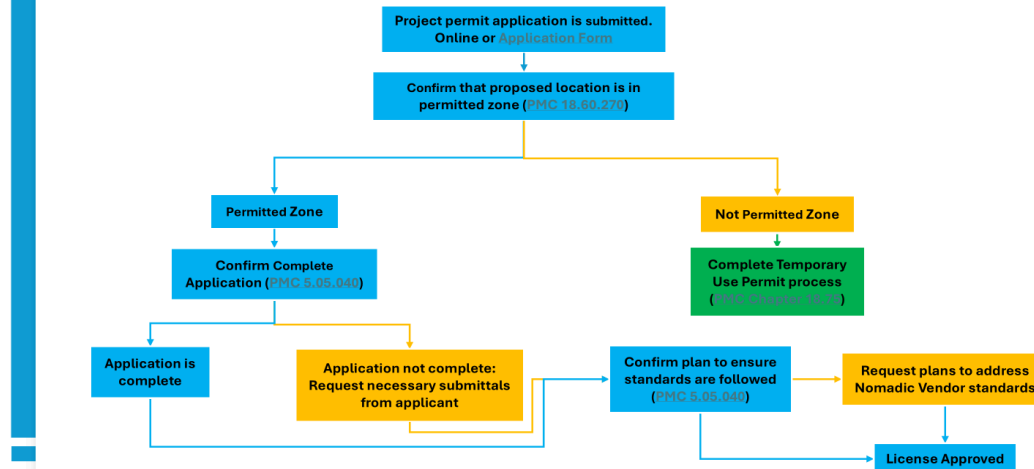
[kurtis@nexusplanningservices.com](mailto:kurtis@nexusplanningservices.com)

## WHAT ARE THE NEEDED MATERIALS TO APPLY FOR THE NOMADIC VENDOR LICENSES

Such application shall include, but not be limited to, the following information:

1. The name or names and address of the applicant, the applicant's UBI number, vehicle license numbers of all vehicles from which the applicant proposes to conduct business; description of the general type of goods, wares, merchandise or food proposed to be sold by the applicant; the place or places where the applicant proposes to engage in business;
2. Each application shall be **accompanied with the license application fee** as provided for in this chapter;
3. **A notarized written authorization from the business owner** to conduct the applicant's business at the place so noted on the application.
4. A statement explaining the method of trash and litter disposal being proposed by the vendor.
5. A drawing of a scale not greater than fifty feet per inch and not less than ten feet per inch, which drawing shall depict the following information:
  - a. The portion of the property to be occupied by the business;
  - b. The portion of the property to be used for automobile parking and the number of automobiles accommodated in said area;
  - c. The location of driveways providing ingress and egress to the property;
  - d. The location of existing buildings and structures located on the property noting the use of each building or structure so identified.

## Nomadic Vendor Workflow



## WHERE ARE NOMADIC VENDORS ALLOWED?

Nomadic vendors regulated by Chapter [5.05](#) are allowed in all I and C zones except for commercial professional (CP) and commercial neighborhood (CN). Except as permitted in this section, nomadic vendors are prohibited in all other zones.

## MORE INFORMATION AND PROSSER MUNICIPAL CODE

If you would like to learn more about the Nomadic Vendor License procedure, review Chapter 5.05 of the Prosser Municipal Code

Look on the back of this brochure for contact information to learn more.



# STATIONARY & MOBILE VENDOR PERMIT APPLICATION CITY OF PROSSER, WASHINGTON

APPLICANT'S NAME \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_

### BUSINESS OWNER INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_ (email will not be used for transmittal of official findings)

### BUSINESS INFORMATION (Attach additional sheets, if necessary.)

Types of items sold \_\_\_\_\_

Types of food sold \_\_\_\_\_

Health Department License Number: \_\_\_\_\_

License Plate of vehicle \_\_\_\_\_

### PROJECT INFORMATION

MOBILE VENDOR

SPECIAL EVENT

OTHER

PROJECT DESCRIPTION \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PLEASE ATTACH THE REQUIRED SITE PLAN**

### SITE LOCATION

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_



**CITY OF PROSSER, WASHINGTON**  
**AGENDA BILL**

<p><b>Agenda Title:</b> 2027-2032 Six-Year Transportation Improvement Plan</p> <p><b>Item Type:</b> Discussion</p>	<p><b>Meeting Date:</b> May 5, 2026 City Council Work Session</p>
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<b>Department:</b> Public Works	<b>Director:</b> Marty Groom	<b>Contact Person:</b> Marty Groom	<b>Phone Number:</b> 509-786-8201
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<p><b>Cost of Proposal:</b> N/A</p> <p><b>Amount Budgeted:</b> N/A</p>	<p><b>Fund Name and Number:</b> N/A</p>
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**Reviewed by Finance Department:**

- Attachments to Agenda Packet Item:**
1. Current Six Year STIP 2026-2031
  2. Suggested Projects Add-Remove
  3. Draft Six Year STIP 2027-2032
  4. Federal Functional Class FFC Map

**Summary Statement:**

The City of Prosser is required by State Statute to adopt a Six-Year Transportation Improvement Program (STIP) on an annual basis. The Six Year STIP is comprised primarily of major street projects within the City and most of the projects listed on the STIP are federally classified, i.e. major/minor collector and are eligible for state and federal funding. Local access streets listed on the STIP are not eligible for federal funding, however, some local access streets have the potential to be re-classified to federal classification. The proposed Six-Year STIP is accepted and adopted by the local Benton Franklin Council of Governments (BFCOG) and then forwarded on to Olympia for review and acceptance. The proposed plan is consistent with the City's Comprehensive Plan.

Attached are the current STIP 2026-2031 project descriptions, the draft STIP 2027-2032 project descriptions and suggested potential projects to add and remove from

the STIP. The STIP schedule for adoption is proposed to be as follows:

May 5th - Council discussion  
 May 26th - Final Draft to Council  
 June 3rd & 10th - Public Hearing Notice  
 June 23rd - Public Hearing and potential adoption by Resolution  
 July 1st - Adopted STIP is due to BFCOG

**Consistent with Council Goal:**

Goal #4: Infrastructure & Transportation

**Recommended Action/Suggested Motion:**

***Recommendation:** Approve projects 1-12 in the draft STIP 2027-2032 and provide direction on two additional projects from the attached list. The final draft will be presented to Council on May 26, 2026.*

<p><b>Reviewed by Department Director:</b></p> <p>Marty Groom</p> <p><b>Date:</b> Apr 29, 2026</p>	<p><b>Reviewed by City Attorney:</b></p> <p>N/A</p> <p><b>Date:</b></p>	<p><b>Approved by City Administrator:</b></p> <p>Rachel Shaw</p> <p><b>Date:</b> Apr 30, 2026</p>
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## Six Year Transportation Improvement Program From 2026 to 2031

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	1	Wine Country Road and Old Inland Empire Highway Roundabout  YVH I/S to OIE I/S  Construct new roundabout including excavation, crushed surfacing, HMA, curb, sidewalk, storm drainage, pavement markings, illumination, and related improvements.	WA-16332	06/24/25	06/24/25		25-1825	04	C G P S T W		CE	Yes

Funding									
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds	
S	RW	2026		0	WSDOT	125,000	0	125,000	
S	CN	2027		0	WSDOT	1,980,000	0	1,980,000	
<b>Totals</b>				<b>0</b>		<b>2,105,000</b>	<b>0</b>	<b>2,105,000</b>	

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
RW	125,000	0	0	0	0
CN	0	1,980,000	0	0	0
<b>Totals</b>	<b>125,000</b>	<b>1,980,000</b>	<b>0</b>	<b>0</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2026 to 2031

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	2	Byron Road Improvements Byron Road Sheridan Avenue to West City Limits Reclaim existing roadway and widen including crushed surfacing, hot mix asphalt, and pavement markings.	PROSSER 8	06/24/25	06/24/25		25-1825	04	G P S W	0.950	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2026	STBG(US)	83,127		0	12,973	96,100
S	CN	2027	STBG(US)	504,326		0	292,274	796,600
<b>Totals</b>				<b>587,453</b>		<b>0</b>	<b>305,247</b>	<b>892,700</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	96,100	0	0	0	0
CN	0	796,600	0	0	0
<b>Totals</b>	<b>96,100</b>	<b>796,600</b>	<b>0</b>	<b>0</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2026 to 2031

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Term/MI F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	3	Alexander Court Improvements - Phase 2 Alexander Court Highland Drive to Wine Country Road Reclaim existing roadway, install new curb and gutter, sidewalk, storm drainage, street lighting, hot mix asphalt, and pavement markings.	PROSSER 13	06/24/25	06/24/25		25-1825	04	C G P S T W	0.230	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2026	STBG(US)	218,519		0	29,500	248,019
P	CN	2030		0		0	1,193,900	1,193,900
<b>Totals</b>				<b>218,519</b>		<b>0</b>	<b>1,223,400</b>	<b>1,441,919</b>

Expenditure Schedule						
Phase	1st	2nd	3rd	4th	5th & 6th	
PE	248,019	0	0	0	0	0
CN	0	0	0	0	1,193,900	1,193,900
<b>Totals</b>	<b>248,019</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,193,900</b>	<b>1,193,900</b>

	Federal Funds	State Funds	Local Funds	Total Funds
<b>Grand Totals for Prosser</b>	<b>218,519</b>	<b>0</b>	<b>1,223,400</b>	<b>1,441,919</b>



## Six Year Transportation Improvement Program From 2026 to 2031

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	4	Old Inland Empire Highway Improvements - Phase 2 Old Inland Empire Highway Wine Country Road to Wamba Road Reconstruct and widen roadway, curb and gutter, sidewalk, storm drainage, street lighting, hot mix asphalt, and pavement markings.	PROSSER 10	06/24/25	06/24/25		25-1825	04	C P S T W	0.250	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2027		0	TIB	192,600	21,400	214,000
P	CN	2028		0	TIB	1,458,900	162,100	1,621,000
<b>Totals</b>				<b>0</b>		<b>1,651,500</b>	<b>183,500</b>	<b>1,835,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	214,000	0	0	0
CN	0	0	1,621,000	0	0
<b>Totals</b>	<b>0</b>	<b>214,000</b>	<b>1,621,000</b>	<b>0</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2026 to 2031

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Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07	5	Downtown Revitalization Meade Ave and 6th Street Meade, 5th St. to 7th St and to 6th St, Bennett to Dudley Reconstruct roadway including new curb, gutter, sidewalk, crushed surfacing, hot mix asphalt, storm drainage, landscaping, illumination, and pavement markings.	WA-15150	06/24/25	06/24/25		25-1825	04	C G P S T W	0.250	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2027	STBG(US)	438,730		0	68,470	507,200
P	CN	2028	STBG(US)	3,375,920		0	526,880	3,902,800
<b>Totals</b>				<b>3,814,650</b>		<b>0</b>	<b>595,350</b>	<b>4,410,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	507,200	0	0	0
CN	0	0	3,902,800	0	0
<b>Totals</b>	<b>0</b>	<b>507,200</b>	<b>3,902,800</b>	<b>0</b>	<b>0</b>

## Six Year Transportation Improvement Program From 2026 to 2031

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	6	ADA Ramp Improvements  Various locations to Remove existing cement concrete curb ramps, curb and gutter, and hot mix asphalt necessary for new improvements, install new curb cement concrete curb ramps, curb and gutter, subgrade preparation, crushed surfacing, and hot mix asphalt.	WA-15852	06/24/25	06/24/25		25-1825	28	C P S T W		CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2028		0	TIB	71,100	7,900	79,000
P	CN	2028		0	TIB	543,600	60,400	604,000
<b>Totals</b>				<b>0</b>		<b>614,700</b>	<b>68,300</b>	<b>683,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	79,000	0	0
CN	0	0	604,000	0	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>683,000</b>	<b>0</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2026 to 2031

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07	7	Highland Drive Improvements Highland Drive Alexander Court to State Route 22 Reconstruct and widen roadway, curb and gutter, sidewalk, storm drainage, hot mix asphalt, and pavement markings.	PROSSER 15	06/24/25	06/24/25		25-1825	04	C P S T W	0.280	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2029		0		0	1,649,000	1,649,000
<b>Totals</b>				<b>0</b>		<b>0</b>	<b>1,649,000</b>	<b>1,649,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	1,649,000	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,649,000</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2026 to 2031

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County: Benton

MPO/RTPO: BFCG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	8	Old Inland Empire Highway - Phase 3  Wamba Road to Hinzerling Road (OIE) Reconstruct and widen roadway, curb and gutter, sidewalk, storm drainage, street lighting, hot mix asphalt, and pavement markings.	WA-06502	06/24/25	06/24/25		25-1825	04	C P S T W	0.510	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2029	STBG(US)	331,295		0	51,705	383,000
P	RW	2029	STBG(US)	80,445		0	12,555	93,000
P	CN	2030	STBG(US)	2,543,965		0	397,035	2,941,000
<b>Totals</b>				<b>2,955,705</b>		<b>0</b>	<b>461,295</b>	<b>3,417,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	383,000	0
RW	0	0	0	93,000	0
CN	0	0	0	0	2,941,000
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>476,000</b>	<b>2,941,000</b>



## Six Year Transportation Improvement Program From 2026 to 2031

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07	9	Wamba Road Improvements - Phase 1 Wamba Road Old Inland Empire Highway to Merlot Drive Reconstruct and widen roadway, curb and gutter, sidewalk, storm drainage, street lighting, hot mix asphalt and striping.	PROSSER 5	06/24/25	06/24/25		25-1825	04	C P S T W	0.440	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2029		0	OTHER	218,080	54,520	272,600
P	CN	2030		0	OTHER	1,673,920	418,480	2,092,400
<b>Totals</b>				<b>0</b>		<b>1,892,000</b>	<b>473,000</b>	<b>2,365,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	272,600	0
CN	0	0	0	0	2,092,400
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>272,600</b>	<b>2,092,400</b>



## Six Year Transportation Improvement Program From 2026 to 2031

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07	10	Wamba Road Improvements - Phase 2 Wamba Road Wine Country Road to Old Inland Empire Highway Reconstruct and widen roadway, curb and gutter, sidewalk, storm drainage, street lighting, hot mix asphalt, and pavement markings.	PROSSER 6	06/24/25	06/24/25		25-1825	04	C P S T W	0.150	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2030		0	OTHER	86,960	21,740	108,700
P	CN	2031		0	OTHER	666,640	166,660	833,300
<b>Totals</b>				<b>0</b>		<b>753,600</b>	<b>188,400</b>	<b>942,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	108,700
CN	0	0	0	0	833,300
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>942,000</b>



## Six Year Transportation Improvement Program From 2026 to 2031

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07	11	Prosser Avenue Improvements Prosser Avenue Market Street to Memorial Street Reconstruct and widen a portion of roadway, curb and gutter, sidewalk, storm drainage, street lighting, hot mix asphalt, and pavement markings.	PROSSER 11	06/24/25	06/24/25		25-1825	04	C P S T W	0.500	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2031		0		0	2,800,000	2,800,000
<b>Totals</b>				<b>0</b>		<b>0</b>	<b>2,800,000</b>	<b>2,800,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	0	2,800,000
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,800,000</b>

	Federal Funds	State Funds	Local Funds	Total Funds
<b>Grand Totals for Prosser</b>	<b>3,761,677</b>	<b>4,911,800</b>	<b>7,352,142</b>	<b>16,025,619</b>



## Six Year Transportation Improvement Program From 2026 to 2031

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	12	Wine Country Road Resurfacing Phase 2 Wine Country Road Bridge to Meade Avenue Resurface roadway including pavement markings and ADA curb ramps.	WA-16469	06/24/25	06/24/25		25-1825	05		0.830	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2027		0	TIB	85,500	4,500	90,000
P	CN	2027		0	TIB	655,300	34,500	689,800
<b>Totals</b>				<b>0</b>		<b>740,800</b>	<b>39,000</b>	<b>779,800</b>

Expenditure Schedule						
Phase	1st	2nd	3rd	4th	5th & 6th	
PE	0	90,000	0	0	0	
CN	0	689,800	0	0	0	
<b>Totals</b>	<b>0</b>	<b>779,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	



## Six Year Transportation Improvement Program From 2026 to 2031

Agency: Prosser

County: Benton

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Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	13	Wine Country Road Resurfacing Phase 3 Wine Country Road Meade Avenue to SR-22 Resurface roadway including pavement markings and ADA curb ramps.	WA-16470	06/24/25	06/24/25		25-1825	05		0.680	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0	TIB	64,000	3,400	67,400
P	CN	2026		0	TIB	490,600	25,800	516,400
<b>Totals</b>				<b>0</b>		<b>554,600</b>	<b>29,200</b>	<b>583,800</b>

Expenditure Schedule						
Phase	1st	2nd	3rd	4th	5th & 6th	
PE	67,400	0	0	0	0	0
CN	516,400	0	0	0	0	0
<b>Totals</b>	<b>583,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2026 to 2031

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Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	14	Bennett Avenue Resurfacing and ADA Ramp Improvements Bennett Avenue Florence Street to West City Limits Resurface roadway including pavement markings and ADA curb ramps.	WA-16471	06/24/25	06/24/25		25-1825	05		0.660	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2027		0	TIB	85,500	4,500	90,000
P	CN	2027		0	TIB	641,200	33,700	674,900
<b>Totals</b>				<b>0</b>		<b>726,700</b>	<b>38,200</b>	<b>764,900</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	90,000	0	0	0
CN	0	674,900	0	0	0
<b>Totals</b>	<b>0</b>	<b>764,900</b>	<b>0</b>	<b>0</b>	<b>0</b>

	Federal Funds	State Funds	Local Funds	Total Funds
<b>Grand Totals for Prosser</b>	<b>3,814,650</b>	<b>4,127,100</b>	<b>701,750</b>	<b>8,643,500</b>

Council Meeting Notes

STIP Projects Add/Remove

5/5/2026

**Suggested Projects to Add to the STIP**

Note: The projects listed below are on Federally Classified Major/Minor Collector

<b>Project</b>	<b>From</b>	<b>To</b>	<b>Length (miles)</b>	<b>Notes</b>
Paterson Road Resurfacing	7 <sup>th</sup> Street	SR22	0.76	Travel Lanes
Paterson Road Sidewalk Improvements	Playfield Ave.	Sunset Road	0.40	Sidewalk & ADA Ramps, South Side Only

**Projects to Remove from the STIP**

Project No. 1 – WCR & OIE Roundabout (construct 2026-2027)

Project No. 2 – Byron Road Improvements (construct 2026)



## Six Year Transportation Improvement Program From 2027 to 2032

Agency: Prosser

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Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	1	Alexander Court Improvements - Phase 2 Alexander Court Highland Drive to Wine Country Road Reclaim existing roadway, install new curb and gutter, sidewalk, storm drainage, street lighting, hot mix asphalt, and pavement markings.	PROSSER 13					04	C G P S T W	0.230	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	CN	2030		0		0	1,113,954	1,113,954
S	CN	2030	STBG(US)	79,946		0	0	79,946
<b>Totals</b>				<b>79,946</b>		<b>0</b>	<b>1,113,954</b>	<b>1,193,900</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
CN	0	0	1,193,900	0	0
<b>Totals</b>					
	<b>0</b>	<b>0</b>	<b>1,193,900</b>	<b>0</b>	<b>0</b>

## Six Year Transportation Improvement Program From 2027 to 2032

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	2	Old Inland Empire Highway Improvements - Phase 2 Old Inland Empire Highway Wine Country Road to Wamba Road Reconstruct and widen roadway, curb and gutter, sidewalk, storm drainage, street lighting, hot mix asphalt, and pavement markings.	PROSSER 10					04	C P S T W	0.250	CE	No

Funding									
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds	
P	PE	2028		0	TIB	202,200	22,500	224,700	
P	CN	2029		0	TIB	1,531,900	170,200	1,702,100	
<b>Totals</b>				<b>0</b>		<b>1,734,100</b>	<b>192,700</b>	<b>1,926,800</b>	

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	224,700	0	0	0	0
CN	0	1,702,100	0	0	0
<b>Totals</b>	<b>224,700</b>	<b>1,702,100</b>	<b>0</b>	<b>0</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2027 to 2032

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	R/W Required
07	3	Downtown Revitalization Meade Ave and 6th Street Meade, 5th St. to 7th St and to 6th St, Bennett to Dudley Reconstruct roadway including new curb, gutter, sidewalk, crushed surfacing, hot mix asphalt, storm drainage, landscaping, illumination, and pavement markings.	WA-15150					04	C G P S T W	0.250	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2028	STBG(US)	460,700		0	71,900	532,600
P	CN	2029	STBG(US)	3,544,700		0	553,200	4,097,900
<b>Totals</b>				<b>4,005,400</b>		<b>0</b>	<b>625,100</b>	<b>4,630,500</b>

Expenditure Schedule						
Phase	1st	2nd	3rd	4th	5th & 6th	
PE	532,600	0	0	0	0	0
CN	0	4,097,900	0	0	0	0
<b>Totals</b>	<b>532,600</b>	<b>4,097,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Six Year Transportation Improvement Program From 2027 to 2032

Agency: Prosser

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N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	4	ADA Ramp Improvements  Various locations to Remove existing cement concrete curb ramps, curb and gutter, and hot mix asphalt necessary for new improvements, install new curb cement concrete curb ramps, curb and gutter, subgrade preparation, crushed surfacing, and hot mix asphalt.	WA-15852					28	C P S T W		CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2029		0	TIB	74,700	8,300	83,000
P	CN	2029		0	TIB	570,800	63,400	634,200
<b>Totals</b>				<b>0</b>		<b>645,500</b>	<b>71,700</b>	<b>717,200</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	83,000	0	0	0
CN	0	634,200	0	0	0
<b>Totals</b>	<b>0</b>	<b>717,200</b>	<b>0</b>	<b>0</b>	<b>0</b>



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N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07	5	Highland Drive Improvements Highland Drive Alexander Court to State Route 22 Reconstruct and widen roadway, curb and gutter, sidewalk, storm drainage, hot mix asphalt, and pavement markings.	PROSSER 15					04	C P S T W	0.280	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2030		0		0	1,731,500	1,731,500
<b>Totals</b>				<b>0</b>		<b>0</b>	<b>1,731,500</b>	<b>1,731,500</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	1,731,500	0	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>1,731,500</b>	<b>0</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2027 to 2032

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N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID	G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	6	Old Inland Empire Highway - Phase 3  Wamba Road to Hinzerling Road (OIE)  Reconstruct and widen roadway, curb and gutter, sidewalk, storm drainage, street lighting, hot mix asphalt, and pavement markings.	WA-06502						04	C P S T W	0.510	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2030	STBG(US)	347,900		0	54,300	402,200
P	RW	2030	STBG(US)	84,500		0	13,200	97,700
P	CN	2031	STBG(US)	2,671,200		0	416,900	3,088,100
<b>Totals</b>				<b>3,103,600</b>		<b>0</b>	<b>484,400</b>	<b>3,588,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	402,200	0	0
RW	0	0	97,700	0	0
CN	0	0	0	3,088,100	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>499,900</b>	<b>3,088,100</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2027 to 2032

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N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07	7	Wamba Road Improvements - Phase 1 Wamba Road Old Inland Empire Highway to Merlot Drive Reconstruct and widen roadway, curb and gutter, sidewalk, storm drainage, street lighting, hot mix asphalt and striping.	PROSSER 5					04	C P S T W	0.440	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2030		0	OTHER	229,000	57,200	286,200
P	CN	2031		0	OTHER	1,757,600	439,400	2,197,000
<b>Totals</b>				<b>0</b>		<b>1,986,600</b>	<b>496,600</b>	<b>2,483,200</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	286,200	0	0
CN	0	0	0	2,197,000	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>286,200</b>	<b>2,197,000</b>	<b>0</b>



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County: Benton

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N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07	8	Wamba Road Improvements - Phase 2 Wamba Road Wine Country Road to Old Inland Empire Highway Reconstruct and widen roadway, curb and gutter, sidewalk, storm drainage, street lighting, hot mix asphalt, and pavement markings.	PROSSER 6					04	C P S T W	0.150	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2031		0	OTHER	91,300	22,800	114,100
P	CN	2032		0	OTHER	700,000	175,000	875,000
<b>Totals</b>				<b>0</b>		<b>791,300</b>	<b>197,800</b>	<b>989,100</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	114,100	0
CN	0	0	0	0	875,000
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>114,100</b>	<b>875,000</b>



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N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07	9	Prosser Avenue Improvements Prosser Avenue Market Street to Memorial Street Reconstruct and widen a portion of roadway, curb and gutter, sidewalk, storm drainage, street lighting, hot mix asphalt, and pavement markings.	PROSSER 11					04	C P S T W	0.500	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2032		0		0	2,940,000	2,940,000
<b>Totals</b>				<b>0</b>		<b>0</b>	<b>2,940,000</b>	<b>2,940,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	2,940,000	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,940,000</b>	<b>0</b>

	Federal Funds	State Funds	Local Funds	Total Funds
<b>Grand Totals for Prosser</b>	<b>3,103,600</b>	<b>5,157,500</b>	<b>6,114,700</b>	<b>14,375,800</b>



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Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	10	Wine Country Road Resurfacing Phase 2 Wine Country Road Bridge to Mercer Court Resurface roadway including pavement markings and ADA curb ramps.	WA-16469					05		1,000	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2028		0	TIB	119,500	6,300	125,800
P	CN	2028		0	TIB	995,600	52,400	1,048,000
<b>Totals</b>				<b>0</b>		<b>1,115,100</b>	<b>58,700</b>	<b>1,173,800</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	125,800	0	0	0	0
CN	1,048,000	0	0	0	0
<b>Totals</b>	<b>1,173,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	11	Wine Country Road Resurfacing Phase 3 Wine Country Road Mercer Court to SR-22 Resurface roadway including pavement markings and ADA curb ramps.	WA-16470					05		0.510	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2028		0	TIB	60,800	3,200	64,000
P	CN	2028		0	TIB	506,500	26,700	533,200
<b>Totals</b>				<b>0</b>		<b>567,300</b>	<b>29,900</b>	<b>597,200</b>

Expenditure Schedule						
Phase	1st	2nd	3rd	4th	5th & 6th	
PE	64,000	0	0	0	0	0
CN	533,200	0	0	0	0	0
<b>Totals</b>		<b>597,200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	12	Bennett Avenue Resurfacing and ADA Ramp Improvements Bennett Avenue Florence Street to West City Limits Resurface roadway including pavement markings and ADA curb ramps.	WA-16471					05		0.660	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2028		0	TIB	89,800	4,700	94,500
P	CN	2028		0	TIB	673,200	35,400	708,600
<b>Totals</b>				<b>0</b>		<b>763,000</b>	<b>40,100</b>	<b>803,100</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	94,500	0	0	0	0
CN	708,600	0	0	0	0
<b>Totals</b>	<b>803,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



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N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Terminal F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	13	Paterson Road Resurfacing Paterson Road 7th Street to SR-22 Resurface roadway including pavement markings and ADA curb ramps.	WA-17011					05		0.760	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2028		0	TIB	61,500	6,800	68,300
P	CN	2029		0	TIB	508,900	56,600	565,500
<b>Totals</b>				<b>0</b>		<b>570,400</b>	<b>63,400</b>	<b>633,800</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	68,300	0	0	0	0
CN	0	565,500	0	0	0
<b>Totals</b>	<b>68,300</b>	<b>565,500</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Six Year Transportation Improvement Program From 2027 to 2032

Agency: Prosser

County: Benton

MPO/RTPO: BFCG

Y Inside

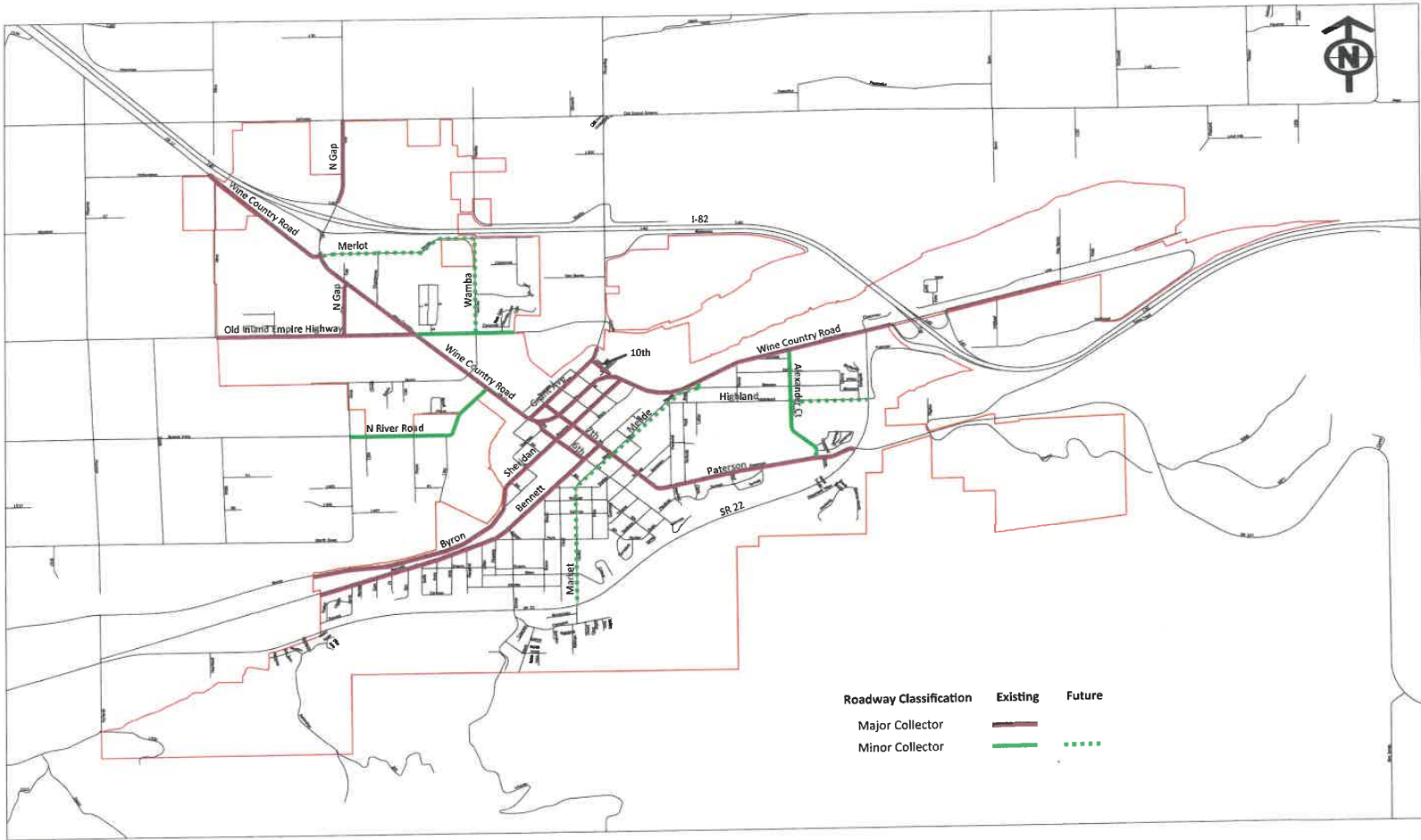
N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	14	Paterson Road Sidewalk Improvements Paterson Road 7th Street to Sunset Drive Construct new sidewalk, curb and gutter, storm drainage, and pavement markings.	WA-17012					28		0.390	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2028		0	SRTS	87,500	9,700	97,200
P	CN	2028		0	SRTS	729,200	81,000	810,200
<b>Totals</b>				<b>0</b>		<b>816,700</b>	<b>90,700</b>	<b>907,400</b>

Expenditure Schedule						
Phase	1st	2nd	3rd	4th	5th & 6th	
PE	97,200	0	0	0	0	0
CN	810,200	0	0	0	0	0
<b>Totals</b>	<b>907,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	Federal Funds	State Funds	Local Funds	Total Funds
<b>Grand Totals for Prosser</b>	<b>4,005,400</b>	<b>3,832,500</b>	<b>2,101,800</b>	<b>9,939,700</b>



Roadway Classification	Existing	Future
Major Collector		
Minor Collector		



**Roadway Functional Classification**  
 City of Prosser  
 1000 Quality Ave., Prosser, GA, Phone: (478) 559-1120