



City of Prosser
CITY COUNCIL
REGULAR MEETING AGENDA
Council Chambers, 620 Market St, 1st Floor, Prosser WA 99350
Tuesday, May 26, 2026 @ 6:00 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 #

Page

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. CITIZEN PARTICIPATION
6. MAYOR AND CITY COUNCIL REPORTS AND COMMENTS
7. CITY ADMINISTRATOR REPORTS AND COMMENTS
 - a. Yakima Basin Fish & Wildlife Recovery Board Annual Report (*Alex Connley, Executive Director*)
 - b. Mid-Columbia Libraries Quarterly Report (*Katy McLaughlin, Prosser Branch Manager*) 4 - 5
[Report](#)
 - c. Prosser Boys & Girls Club Quarterly Report (Chris Cisneros, Executive Director) 6 - 11
[Report](#)
8. CONSENT AGENDA
 - a. Approve payment of payroll electronic payments in the amount of \$17,745.50 for the period ending May 15, 2026. 12 - 14
[Payroll Checks](#)
 - b. Approve payment of claim check nos. 31810 through 31887 and Electronic Payments in the amount of \$293,114.02 for the period ending May 26, 2026. 15 - 25
[Claim Checks](#)
 - c. Accept invoices for Tourism and Promotional Reimbursable Expenses for the 2026 calendar year and authorize payment for those services in the amount of \$13,169.66. 26 - 67
[Invoices](#)
 - d. Approve meeting minutes for April 28, 2026. 68 - 71

***The first Ordinance passed will be Ordinance 26-3313
The first Resolution passed will be Resolution 26-1874***

[April 28, 2026 Meeting Minutes](#)

- e. Approve the Special Event Permit Application and Fireworks Ban Special Use Waiver for the Prosser Scottish Festival and Highland Games to be held on June 20, 2026, at the Prosser Wine and Food Park. 72 - 81
[Special Event Permit Application](#)

Recommended Motion: Approve Consent Agenda Items "A-E".

9. PUBLIC HEARING

- a. Six-Year Transportation Improvement Plan (*Marty Groom, Public Works Director*) 82
- Open Public Hearing
 - Call for Public Testimony
 - Close Public Hearing
- [STIP PH Notice](#)

10. COUNCIL ACTION

- a. Resolution Adopting the Six-Year Transportation Improvement Program (STIP) 2027-2032 (*Marty Groom, Public Works Director*) 83 - 99
[Resolution](#)

Recommended Motion: Adopt Resolution No. 26-_____ approving the Six-Year Transportation Improvement Program 2027-2032.

11. PUBLIC HEARING

- a. Surplus Sprayfield Property and Miscellaneous Tools (*Rachel Shaw, City Administrator*) 100
- Open Public Hearing
 - Call for Public Testimony
 - Close Public Hearing
- [Surplus PH Notice](#)

12. COUNCIL ACTION

- a. Resolution Surplusing City of Prosser Property (*Rachel Shaw, City Administrator*) 101 - 104
[Resolution](#)

Recommended Motion: Adopt Resolution No. 26-_____ Surplusing City of Prosser Property.

- b. Confirm Appointments to Civil Service Commission and Planning Commission (*Jacqueline Renteria, City Clerk*) 105 - 108
[Boards and Commissions](#)

Recommended Motion: Confirm the appointment of Ken Drewel to the Civil Service Commission with a term ending on March 12, 2032 and Don Howell to the Planning Commission with a term ending on June 30, 2030.

- c. Resolution Committing Match Funds for the City Park Youth Obstacle 109 - 114
- The first Ordinance passed will be Ordinance 26-3313
The first Resolution passed will be Resolution 26-1874***

[Resolution](#)

Recommended Motion: *Approve Resolution No. 26-_____ committing match funds for the City Park Youth Obstacle Challenge Course Project and authorize the Mayor to sign the RCO Applicant Resolution/Authorization form.*

- d. Resolution Committing Match Funds for the Crawford Park Restroom and Trail Renovation Project (*Kathya Martinez, Recreation Manager*) 115 - 120

[Resolution](#)

Recommended Motion: *Approve Resolution No. 26-_____ committing match funds for the Crawford Park Restroom and Trail Renovation Project and authorize the Mayor to sign the RCO Applicant Resolution/Authorization form.*

13. COUNCIL DISCUSSION

- a. PMC 9.20 False Alarm Registration Presentation (*John Markus, Police Chief*) 121 - 129

[Presentation](#)

Recommendation: *Discuss and provide direction on increasing false alarm fees and/or updating the current process.*

14. ADD-ON ITEMS

15. ADJOURNMENT

***The first Ordinance passed will be Ordinance 26-3313
The first Resolution passed will be Resolution 26-1874***

Summary: In 2026 we increased hours for our Bilingual Customer Service position and hired Janella Gutierrez. As the new year began, we made some adjustments to programs to align with community interest.

	1st Quarter totals:	2025 1st Quarter
Foot traffic:	8,644	8,011
Physical items checked out:	17,693	18,635
Digital checkouts:	9,970	9,178
Program attendees:	1,603	1,496
Computer sessions:	1,229	1,262
Current cardholders:	11,918 (including 88 non-residents; 2,495 "active" users in 2025 TYD)	

Strategic Focus: *All children in the Mid-Columbia region enjoy reading and read at or above current grade level.*

- We piloted a new program, "Homeschool Hangout", which offered an activity for kids and a space for local parents to connect with each other. Janella averaged about 20 participants in the first three months and has gotten great feedback.
- Storytimes: Ms. Liz saw an average of 33 attendees this quarter, one with Park Ranger Mary as a special guest, as well as regular storytimes in local daycares. Ms. Kolleen and saw steady attendance at weekly Baby Storytimes, which moved to Fridays, and Janella took over monthly bilingual storytime.
- Elementary literacy: Alayna held regular D&D games for elementary students, as well as our family LEGO challenge night.
- Over 300 people joined us at events celebrating Dr. Seuss's birthday in March: at a Dr. Seuss night held with Whitstran Elementary; during the Seuss on the Loose in Historic Downtown scavenger hunt (partnering with Prosser Friends of the Library (PFOL) and Historic Downtown Prosser (HDP)), and at the Party with the Cat in the Hat with the Princess Theatre, PFOL and HDP. All kids took home free books at the party, with one lucky winner of the scavenger hunt winning tuition to "Summer on Stage" camp at the Princess!



- Janella began supporting bilingual students with a new Library Link program, offering grade-level appropriate materials in English and Spanish every month to two bilingual classrooms at Whitstran Elementary, and attended the Migrant and Bilingual Department's Resource Night in February.
- Therapy dog Ariana (and her human Jane) comes for a monthly "Love on a Leash" program for children to practice reading in a safe and friendly environment.
- At one of our favorite ongoing programs, a dozen kids from the Boys and Girls Club are joining Alayna every week for a Graphic Novel Book Club, reading the newest in the popular series *Dog Man*.
- **Area of Focus for next quarter:** Planning and promotion of the Summer Reading Challenge, particularly in schools and local daycares.



Strategic Focus: *All community members are connected to local community resources and the greater digital world in ways that meet their needs.*

- Tammy and the other staff continually handle printing, computer questions and faxes from members of the community.
- **Area of focus for next quarter:** Language access methods and technologies for non-English speakers (continued).

Strategic Focus: *All community members enjoy easy, dependable access to library content and resources to stimulate their imaginations and satisfy their curiosity.*

- Kollen and Janella offered Adult DIY to several dedicated crafters.
- Our second year of Speed Puzzling took off, with eight teams of adults participating.
- We adjusted shelving to increase children's collections and offer a Library of Things at our branch, including board games, outdoor games, crafting tools, small electronics and tools.
- I joined the County Courthouse committee for the events for the building's 100th anniversary.
- **Area of focus for next quarter:** Plans to celebrate America's 250th anniversary.

A final note: I was honored to receive the Distinguished Service Award at the Chamber's Community Awards Banquet in January. It's been a pleasure for the last 14 years to have co-workers and community members who put their whole hearts into making Prosser great. Thank you to City staff and Council, too, for supporting us so we can provide these programs and services for our community.



**BOYS & GIRLS CLUBS
OF BENTON & FRANKLIN
COUNTIES**

PROSSER - PARK BRANCH

The last quarter of the year brought us a lot to celebrate at the Club. Our average daily attendance for January for our teen program was 76 and elementary was 112 for a total of 188! For February our numbers were for teen 75 and elementary was 115 for a total of 190. For the month of March our numbers were for teens 70 and elementary was 109 for a total of 179. The bit of bit in attendance were due to spring sports starting up in March.

January For the month of January we were busy with lots of amazing activities for our youth. In our Learning center we were learning about Martin Luther King and the impact that he made on our history. They got to make up their own speeches, do some cool coloring pages and read books about who he was. One of the fun parts of our month was our monthly club assembly. We give out awards, have some fun games, and watch staff have some fun as well. This month our staff got to play a new game that we got. We included our members as staff had to put on a pair of oversized pants and have kids throw dodgeballs at the staff to make it into the pants. The team with the most in their pants at the end of the time was the winner. It was so much fun to see the staff all laughing and the members having fun in the process.

For the month of January, our teen highlight would be our Youth of the Year candidates, their speeches, the impact they left behind to all who heard their speeches and their efforts to be leaders within the club. We celebrated with a family night for families to hear the wonderful speeches and announce the winner. Our Torch Club teens took on the food part of the night and they prepared, cooked and served dinner to all families for our fam night. It was a great team effort to make this announcement night a memorable one for all who attended.

This month we had a family night for all of our families to enjoy. Our families were treated with some yummy tacos made by our teens from our Torch Club. Our kids and staff made the time for our families an amazing time that they won't forget. We have not had a lot of family nights this year but really getting the chance to sit and talk with our families was such a great time. Our families enjoy the Club and being able to see what all their children do here is a special thing for them. They look forward to our talent show later in March.

GREAT FUTURES START HERE.



**BOYS & GIRLS CLUBS
OF BENTON & FRANKLIN
COUNTIES**

PROSSER - PARK BRANCH

For the month of February members had the chance to expand and try some new and fun activities. We started by offering cooking club to any members that had not been able to sign up. Members have so much fun in this program as they get to learn all about food and how to make from scratch. During the month we also were able to provide some REC time for all members. Our REC Lead hosted a 3 on 3 basketball tournament. He had some different rules as each team had to consist of an upper elementary member, a lower elementary member and at least one female. The teams were set and the games began. It was so awesome to see all of the teams out there playing. We got a total of 10 teams together. To end the month members were able to get some learning skills in the learning center. The members were treated to some readings from our high school members. The high schooler's were able to come in and connect with the younger members and pick one of their favorite book to read to the group.

This month's highlight has to be the best one to date, our Torch Club hosted their first fundraiser. They took time to decide on the best way to serve our club and have fun in the process and decided to sell Valentine's Day baskets for all of us at the club. Teens had an opportunity to create a flyer, create a list of items they would like to feature in their bags, assembled the baskets as they saw fit and provided excellent customer service to all members of club. It was a huge success, along with baskets, teens sold V-day boxes and made honey buns bouquets. It was such a fun idea, it was great to see their vision turn into a reality and the joy they shared with each other making these. This will be a project that will probably be around for a while.

Every year during February our teens have the chance to attend dances at school and here at the Club. Well this year we did a bit of a change and had a dance and fun activities for our elementary youth. Our youth were able to have some fun with different Disney music videos up on the screen. There were different dance contest for some cool prizes as well as cookie decorating. One of our wonderful community partners 2KBakery donated 150 heart shaped sugar cookies for them to decorate. Overall the staff and the kids had so much fun with the event and they look forward to many more like this.

GREAT FUTURES START HERE.



**BOYS & GIRLS CLUBS
OF BENTON & FRANKLIN
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PROSSER - PARK BRANCH

For the month of March our members had the luck of the Irish. Our members had a great time this month participating in many activities. Our month started with Dr. Seuss Week at our local schools. Our members were all dressed up for our different dress up days. Our cooking club made some yummy green eggs and ham. Our staff even got involved and went to an elementary school for a reading night where they read to families. Our members were also treated with great weather as they were able to head outside and participate in many games outside this month. Our members were given the chance to come up with their own games that they enjoy playing. This gave them a chance to have their own voice in the programs that we run here at the club.

March's highlight was hands down the most rewarding, high school teens have completed their final part for Keystone Silver Charter and they are ready for Keystone Conference. The teens worked so hard meeting and planning all details of this event, as well as the execution of this event. It's most rewarding because March brings a lot of activities, commitments and events to our teens in their personal lives, therefore executing an event that went so well makes the reward sweeter! We are so proud of their hard-work and commitment to club! We are also very proud of their success with Mentor Club, they have done amazing work with the littles.

Here in Prosser our members are very active in the Club as well as outside of the Club. Every weekend we have members doing flag football, basketball, soccer, dance and cheer, and even hockey. In the month of March one of our members who has been playing hockey for many years now has asked staff if they could attend one of his games over a weekend. It had worked out for a few of our staff to attend one of his hockey games. Our member was so excited to see our staff there at his game and the parents were just as excited. We received a message from the parent saying, "It was the coolest thing when Owen saw them from the ice! Just another reason we love the Club so much. This means so much to Owen and us!" It is so great to get these messages that show how much our staff mean to our Club and community.

GREAT FUTURES START HERE.



**BOYS & GIRLS CLUBS
OF BENTON & FRANKLIN
COUNTIES**

PROSSER - PARK BRANCH



GREAT FUTURES START [HERE.](#)



BOYS & GIRLS CLUBS
OF BENTON & FRANKLIN
COUNTIES

PROSSER - PARK BRANCH



GREAT FUTURES





**BOYS & GIRLS CLUBS
OF BENTON & FRANKLIN
COUNTIES**

PROSSER - PARK BRANCH



GREAT FUTURES START [HERE.](#)

CITY OF PROSSER, WASHINGTON

AGENDA BILL**Agenda Title:**

Approve payment of payroll electronic payments in the amount of \$17,745.50 for the period ending May 15, 2026.

Item Type:

Consent Agenda

Meeting Date:

May 26, 2026
Regular City Council Meeting

Department:

Finance

Director:

Toni Yost

Contact Person:

Elia Tzib

Phone Number:

509-786-2332

Cost of Proposal:

\$17,745.50

Amount Budgeted:

Various amounts in salaries, wages, and benefits.

Fund Name and Number:

N/A

Reviewed by Finance Department:

TY 05/19/2026

Attachments to Agenda Packet Item:

1. Payroll Check Register

Summary Statement:

Payroll electronic payments in the amount of \$17,745.50 for the period ending May 15, 2026.

Consistent with Council Goal:

Goal #2: Financial Sustainability, Goal #5: Operational Excellence & Communication

Recommended Action/Suggested Motion:

Recommended Motion: Approve payment of payroll electronic payments in the amount of \$17,745.50 for the period ending May 15, 2026.

**Reviewed by Department
Director:**

Reviewed by City Attorney:

**Approved by City
Administrator:**

Toni Yost	N/A	Rachel Shaw
Date: May 19, 2026	Date:	Date:

CHECK REGISTER

City Of Prosser

05/15/2026 To: 05/15/2026

Time: 13:01:55 Date: 05/12/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2578	05/15/2026	Payroll	1	EFT	UKG Payroll	17,745.50	Mid Month Draws
		001 General Fund				12,502.30	
		102 Street Fund				1,021.00	
		403 Water Fund				2,416.70	
		407 Sewer Fund				1,446.30	
		448 Garbage Fund				359.20	
						17,745.50	Payroll:
							17,745.50

Signature

Date

CITY OF PROSSER, WASHINGTON

AGENDA BILL**Agenda Title:**

Approve payment of claim check nos. 31810 through 31887 and Electronic Payments in the amount of \$293,114.02 for the period ending May 26, 2026.

Item Type:

Consent Agenda

Meeting Date:

May 26, 2026
Regular City Council Meeting

Department:

Finance

Director:

Toni Yost

Contact Person:

Lindsay Bardessono

Phone Number:

(509) 786-2332

Cost of Proposal:

\$293,114.02

Fund Name and Number:

See attached

Amount Budgeted:

See 2026 budget for each item listed.

Reviewed by Finance Department:

TY 05/20/26

Attachments to Agenda Packet Item:

1. Check Register #31810 through #31887

Summary Statement:

Pay Period 05/13/2026-05/26/2026

Check Payments Amount

31810 through 31887	\$286,847.06
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**Electronic
Payments****Amount**

UKG Payroll	\$4,593.66
WA Dept of Licensing	\$36.00
CSG Forte	\$556.44
Gamez, Monica	\$204.00

**Electronic
Payments****Amount**

Leaf	\$147.86
Rec 1	\$25.00
Salgado, Ana	\$204.00
Wallace, Lori	\$250.00

Herrera, Carrie \$250.00		
<u>Consistent with Council Goal:</u> Goal #2: Financial Sustainability		
<u>Recommended Action/Suggested Motion:</u> <i>Recommended Motion: Approve payment of claim check nos. 31810 through 31887 and Electronic Payments in the amount of \$293,114.02 for the period ending May 26, 2026.</i>		
<u>Reviewed by Department Director:</u> Toni Yost Date: May 20, 2026	<u>Reviewed by City Attorney:</u> N/A Date:	<u>Approved by City Administrator:</u> Rachel Shaw Date: May 19, 2026

CHECK REGISTER

City Of Prosser

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Time: 13:16:32 Date: 05/12/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2579	05/15/2026	Payroll	1	EFT	UKG Payroll	4,593.66	WA State Unemployment Taxes- Draws; IRS Payroll Taxes- Draws; Medicare Payroll Taxes- Draws; OSDI Payroll Taxes- Draws; WA PFML Payroll Taxes- Draws; WA LTC Payroll Taxes- Draws
						4,165.18	
						83.43	
						192.77	
						122.95	
						29.33	
						4,593.66	Payroll:
							4,593.66

Signature

Date

CHECK REGISTER

City Of Prosser

05/26/2026 To: 05/26/2026

Time: 08:59:07 Date: 05/20/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2691	05/26/2026	Claims	1	EFT	CSG Forte Payments, Inc	556.44	Rec 1 Online Pymts Apr 2026; Rec 1 Online Pymts Apr 2026
					001 - 569 21 41 000 - Professional Services	5.01	Rec 1 Online Pymts Apr 2026
					001 - 569 21 41 000 - Professional Services	10.66	Rec 1 Online Pymts Apr 2026
					001 - 571 22 41 000 - Professional Services	123.73	Rec 1 Online Pymts Apr 2026
					001 - 571 22 41 000 - Professional Services	263.48	Rec 1 Online Pymts Apr 2026
					001 - 576 21 41 000 - Aquatic Center Programs - Pro	42.07	Rec 1 Online Pymts Apr 2026
					001 - 576 21 41 000 - Aquatic Center Programs - Pro	89.59	Rec 1 Online Pymts Apr 2026
					001 - 576 80 41 000 - Professional Services	6.99	Rec 1 Online Pymts Apr 2026
					001 - 576 80 41 000 - Professional Services	14.91	Rec 1 Online Pymts Apr 2026
2692	05/26/2026	Claims	1	EFT	Monica Gamez	204.00	Refund
					001 - 347 60 00 000 - Recreation Program Fees	-204.00	Refund
2693	05/26/2026	Claims	1	EFT	Carrie Herrera	250.00	Refund Cleaning Deposit
					001 - 582 10 03 001 - Facility Rental Cleaning Deposi	250.00	Refund Cleaning Deposit
2694	05/26/2026	Claims	1	EFT	Leaf	147.86	Admin Copier Lease Apr 2026
					001 - 591 18 75 000 - Lease Payments - Copy Machir	147.86	Admin Copier Lease Apr 2026
2695	05/26/2026	Claims	1	EFT	Rec 1	25.00	Refund Park Reservation
					001 - 362 00 00 000 - Facilities Rental (Short Term)-Pa	-10.00	Refund Park Reservation
					119 - 362 40 00 119 - Park Rental	-15.00	Refund Park Reservation
2696	05/26/2026	Claims	1	EFT	Ana Salgado	204.00	Refund
					001 - 347 60 00 000 - Recreation Program Fees	-204.00	Refund
2697	05/26/2026	Claims	1	EFT	Firearms Section WA Dept Of Lisc-CPL	36.00	CPL-RU, MM
					001 - 582 30 00 001 - Concealed Pistol License Disbu	36.00	CPL-RU, MM
2698	05/26/2026	Claims	1	EFT	Lori Wallace	250.00	Refund Cleaning Deposit
					001 - 582 10 03 001 - Facility Rental Cleaning Deposi	250.00	Refund Cleaning Deposit
2699	05/26/2026	Claims	1	31810	ABC Fire Control	329.36	Suppression System Check
					001 - 576 80 48 000 - Repairs & Maintenance	329.36	Suppression System Check
2700	05/26/2026	Claims	1	31811	Abadan Tri Cities	875.87	Copier/Plotter Maintenance May 2026; Admin Copier Maintenance May 2026; WTP & Finance Copier Maintenance Apr 2026; Mayor Copier Maintenance May 2026; Shop Copier Maintenance May 2026
					001 - 518 88 48 000 - Repairs & Maintenance	633.07	Copier/Plotter Maintenance May 2026
					001 - 518 88 48 000 - Repairs & Maintenance	42.88	Admin Copier Maintenance May 2026
					001 - 518 88 48 000 - Repairs & Maintenance	6.01	Finance Copier Maintenance Apr 2026
					001 - 518 88 48 000 - Repairs & Maintenance	1.04	Mayor Copier Maintenance May 2026
					403 - 534 80 48 000 - Repairs & Maintenance	22.59	Copier/Plotter Maintenance May 2026
					403 - 534 80 48 000 - Repairs & Maintenance	48.29	WTP Copier Maintenance Apr 2026
					407 - 535 80 48 000 - Repairs & Maintenance	22.59	Copier/Plotter Maintenance May 2026
					448 - 537 80 48 000 - Repairs & Maintenance	3.76	Copier/Plotter Maintenance May 2026
					403 - 539 20 48 000 - Repairs & Maintenance	3.76	Copier/Plotter Maintenance May 2026
					102 - 542 90 48 000 - Repairs & Maintenance	22.59	Copier/Plotter Maintenance May 2026
					102 - 542 90 48 000 - Repairs & Maintenance	0.71	Shop Copier Maintenance May 2026
					001 - 571 22 48 001 - Repairs & Maintenance	37.19	Copier/Plotter Maintenance May 2026
					001 - 576 21 48 000 - Aquatic Center Facilities - Repa	30.67	Copier/Plotter Maintenance May 2026
					001 - 576 80 48 000 - Repairs & Maintenance	0.72	Shop Copier Maintenance May 2026
2701	05/26/2026	Claims	1	31812	Ace Hardware - Sunnyside	426.27	Chain Saw Loops; Grommet, Reflector, Filters, Chain Loop; Pump, Spark Plug

CHECK REGISTER

City Of Prosser

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			102 - 542 90 31 000 - Office & Operating Supplies			81.93	Chain Saw Loops
			102 - 542 90 31 000 - Office & Operating Supplies			201.82	Grommet, Reflector, Filters, Chain Loop
			102 - 542 90 31 000 - Office & Operating Supplies			142.52	Pump, Spark Plug
2702	05/26/2026	Claims	1	31813	Advanced Internet Service Provider, LLC	130.00	Internet Access PD
			001 - 518 88 42 000 - Communications			130.00	Internet Access PD
2703	05/26/2026	Claims	1	31814	Amazon Capital Services, Inc.	2,147.03	Chairs; Brooms, Holders, Hooks, Dividers, Clamps, Screws, Plugs; Screw Driver Set; Pool Pass Supplies; Charger; Pump, Screws, Elbows, Clamps; Buckets, Glasses; Tool Box, Accessory Set, Organizer; Test
			001 - 514 23 31 000 - Office & Operating Supplies			562.09	Chairs
			001 - 514 30 31 000 - Office & Operating Supplies			23.85	Cert Holders
			001 - 518 88 31 000 - Office & Operating Supplies			86.83	Charger
			001 - 518 88 31 000 - Office & Operating Supplies			23.85	Charger
			407 - 535 80 31 000 - Office & Operating Supplies			459.76	Brooms, Holders, Hooks, Dividers, Clamps, Screws, Plugs
			407 - 535 80 31 000 - Office & Operating Supplies			76.00	Screw Driver Set
			407 - 535 80 31 000 - Office & Operating Supplies			251.68	Pump, Screws, Elbows, Clamps
			102 - 542 90 31 000 - Office & Operating Supplies			140.19	Buckets, Glasses
			102 - 542 90 31 000 - Office & Operating Supplies			208.97	Tool Box, Accessory Set, Organizer
			001 - 576 20 31 000 - Aquatic Center Facilities - Offi			134.97	Testing Agents
			001 - 576 21 31 000 - Aquatic Center Programs - Offi			103.20	Pool Pass Supplies
			001 - 576 21 31 000 - Aquatic Center Programs - Offi			75.64	Barcode Scanner
2704	05/26/2026	Claims	1	31815	Anatek Labs Inc	1,769.00	Bacteria Analysis; Bacteria Analysis; Bacteria Analysis; Bacteria Analysis; Bacteria Analysis
			407 - 535 80 41 000 - Professional Services			130.00	Bacteria Analysis
			407 - 535 80 41 000 - Professional Services			192.00	Bacteria Analysis
			407 - 535 80 41 000 - Professional Services			130.00	Bacteria Analysis
			407 - 535 80 41 000 - Professional Services			1,125.00	Bacteria Analysis
			407 - 535 80 41 000 - Professional Services			192.00	Bacteria Analysis
2705	05/26/2026	Claims	1	31816	Apollo Mechanical Contractors	1,441.70	PAC HVAC Maintenance; WWTP HVAC Maintenance
			407 - 535 80 48 000 - Repairs & Maintenance			1,010.37	WWTP HVAC Maintenance
			001 - 576 20 48 000 - Aquatic Center Facilities - Repa			431.33	PAC HVAC Maintenance
2706	05/26/2026	Claims	1	31817	Aqua Backflow, Inc	386.10	BFT Software Apr 2026
			403 - 534 80 48 000 - Repairs & Maintenance			386.10	BFT Software Apr 2026
2707	05/26/2026	Claims	1	31818	Autozone	60.26	Brake Cleaner
			407 - 535 80 31 000 - Office & Operating Supplies			60.26	Brake Cleaner
2708	05/26/2026	Claims	1	31819	Kennedy Bailey	100.40	Reissue Check
			001 - 576 21 10 000 - Aquatic Center Programs - Sale			100.40	Reissue Check
2709	05/26/2026	Claims	1	31820	Benton Co Commissioners	11,023.67	District Court Apr 2026; Public Defense Apr 2026
			001 - 512 52 41 000 - Professional Services			4,832.93	District Court Apr 2026
			001 - 512 52 41 000 - Professional Services			6,190.74	Public Defense Apr 2026
2710	05/26/2026	Claims	1	31821	Benton Co Corrections	14,077.91	Jail Operations Apr 2026
			001 - 523 60 41 000 - Detention And/Or Correction -			14,077.91	Jail Operations Apr 2026
2711	05/26/2026	Claims	1	31822	Benton Franklin Dist Health	240.00	Drinking Water Bacteria Apr 2026
			403 - 534 80 41 000 - Professional Services			240.00	Drinking Water Bacteria Apr 2026

CHECK REGISTER

City Of Prosser

05/26/2026 To: 05/26/2026

Time: 08:59:07 Date: 05/20/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2712	05/26/2026	Claims	1	31823	Devlin Bosted	550.00	Referee Services
			001 - 571 22 41 000 - Professional Services			550.00	Referee Services
2713	05/26/2026	Claims	1	31824	Daniel Brumley	475.00	Referee Services
			001 - 571 22 41 000 - Professional Services			475.00	Referee Services
2714	05/26/2026	Claims	1	31825	Bud's Custom Upholstery LLC	20,937.44	Canopies; Canopies
			001 - 576 20 41 000 - Aquatic Center Facilities - Prof			5,060.84	Canopies2
			111 - 594 75 63 111 - Capital Expenditures/Expenses			15,876.60	Canopies
2715	05/26/2026	Claims	1	31826	Cascade Natural Gas Corp	2,314.61	Park Natural Gas May 2026; Pool Natural Gas May 2026; WWTP#A Natural Gas May 2026; WWTP Natural Gas May 2026; Shop Natural Gas May 2026; Meade Bldg Natural Gas May 2026; Library Natural Gas May 2026
			001 - 518 31 47 000 - Public Utility Services			62.13	Meade Bldg Natural Gas May 2026
			407 - 535 80 47 000 - Public Utility Services			63.49	WWTP#A Natural Gas May 2026
			407 - 535 80 47 000 - Public Utility Services			1,505.49	WWTP Natural Gas May 2026
			102 - 542 90 47 000 - Public Utility Services			284.32	Shop Natural Gas May 2026
			001 - 572 50 47 000 - Public Utility Services			207.56	Library Natural Gas May 2026
			001 - 576 20 47 000 - Aquatic Center Facilities - Publi			164.49	Pool Natural Gas May 2026
			001 - 576 80 47 000 - Public Utility Services			27.13	Park Natural Gas May 2026
2716	05/26/2026	Claims	1	31827	LB 410802 Compunet	1,773.08	Firewall
			001 - 518 88 35 001 - Small Tools & Minor Equipmen			960.70	Firewall
			001 - 518 88 41 000 - Professional Services			812.38	Subscription
2717	05/26/2026	Claims	1	31828	Cook's Hardware, Inc	664.75	Fasteners; Pipe, Nipples, Bushing; Tee, Cap, Nipple; Coupler; Cap; Adapter; Pipe, Plugs, Elbows, Bushings; Plug; SF Contractor 75 ft, Knife; Nets; Elbow; Plugs; Paracord, Glue, Razors; Adapter; Cap &
			407 - 535 80 31 000 - Office & Operating Supplies			6.09	Fasteners
			407 - 535 80 31 000 - Office & Operating Supplies			139.19	Trench Shovel, Adapter, Elbow, Clamps
			403 - 539 20 31 000 - Office & Operating Supplies			34.08	Pipe, Nipples, Bushing
			403 - 539 20 31 000 - Office & Operating Supplies			43.39	Plugs
			102 - 542 90 31 000 - Office & Operating Supplies			2.16	Elbow
			102 - 542 90 31 000 - Office & Operating Supplies			45.62	Screw Driver
			001 - 576 20 31 000 - Aquatic Center Facilities - Offic			4.34	Adapter
			001 - 576 20 31 000 - Aquatic Center Facilities - Offic			48.56	Paracord, Glue, Razors
			001 - 576 20 31 000 - Aquatic Center Facilities - Offic			13.03	Tape
			001 - 576 20 31 000 - Aquatic Center Facilities - Offic			1.92	Fasteners
			001 - 576 20 31 000 - Aquatic Center Facilities - Offic			23.89	Sprinklers
			001 - 576 80 31 000 - Office & Operating Supplies			20.61	Tee, Cap, Nipple
			001 - 576 80 31 000 - Office & Operating Supplies			2.16	Coupler
			001 - 576 80 31 000 - Office & Operating Supplies			2.60	Cap
			001 - 576 80 31 000 - Office & Operating Supplies			52.53	Pipe, Plugs, Elbows, Bushings
			001 - 576 80 31 000 - Office & Operating Supplies			16.27	Plug
			001 - 576 80 31 000 - Office & Operating Supplies			90.20	SF Contractor 75 ft, Knife
			001 - 576 80 31 000 - Office & Operating Supplies			10.42	Nets
			001 - 576 80 31 000 - Office & Operating Supplies			1.95	Adapter
			001 - 576 80 31 000 - Office & Operating Supplies			3.89	Cap & Plug
			001 - 576 80 31 000 - Office & Operating Supplies			48.89	Primer & Guard
			001 - 576 80 31 000 - Office & Operating Supplies			52.96	Signs, Saw
2718	05/26/2026	Claims	1	31829	Environment Resource Assoc	1,088.11	Testing Supplies; Lab Supplies

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			407 - 535 80 31 000 - Office & Operating Supplies			381.80	Testing Supplies
			407 - 535 80 31 000 - Office & Operating Supplies			706.31	Lab Supplies
2719	05/26/2026	Claims	1	31830	Equity Trust Co	158.67	5949.01 - 795 WINE COUNTRY RD
			403 - 343 90 00 000 - Irrigation Fees & Charges			-158.67	5949.01 - 795 WINE COUNTRY RD
2720	05/26/2026	Claims	1	31831	Carlos Espinoza-Escareno	200.00	Referee Services
			001 - 571 22 41 000 - Professional Services			200.00	Referee Services
2721	05/26/2026	Claims	1	31832	Christian Fajardo	556.25	Referee Services
			001 - 571 22 41 000 - Professional Services			556.25	Referee Services
2722	05/26/2026	Claims	1	31833	Isaiah Farias	656.25	Referee Services
			001 - 571 22 41 000 - Professional Services			656.25	Referee Services
2723	05/26/2026	Claims	1	31834	Firestone Complete Auto Care	1,138.83	Tires
			001 - 521 20 31 000 - Office & Operating Supplies			1,138.83	Tires
2724	05/26/2026	Claims	1	31835	Galls, LLC	215.37	Flex Badge; Nameplate & Clip
			001 - 521 20 21 000 - Uniforms			53.30	Nameplate & Clip
			001 - 521 20 31 000 - Office & Operating Supplies			162.07	Flex Badge
2725	05/26/2026	Claims	1	31836	Isaac Garcia	612.50	Referee Services
			001 - 571 22 41 000 - Professional Services			612.50	Referee Services
2726	05/26/2026	Claims	1	31837	Elijah Garza	375.00	Referee Services
			001 - 571 22 41 000 - Professional Services			375.00	Referee Services
2727	05/26/2026	Claims	1	31838	General Pacific, Inc	597.85	Meters
			403 - 534 80 31 000 - Office & Operating Supplies			597.85	Meters
2728	05/26/2026	Claims	1	31839	Goodman & Mehlenbacher, Inc	112.57	5867.01 - HYDRANT-212800822
			403 - 343 41 00 000 - Water Revenues			-112.57	5867.01 - HYDRANT-212800822
2729	05/26/2026	Claims	1	31840	Dept 808000475 Grainger Inc	1,228.34	Marking Paint; Marking Paint; Field Striping
			001 - 571 22 31 001 - Office & Operating Supplies			714.16	Marking Paint
			001 - 571 22 31 001 - Office & Operating Supplies			257.09	Marking Paint
			001 - 571 22 31 001 - Office & Operating Supplies			257.09	Field Striping
2730	05/26/2026	Claims	1	31841	Marty J Groom	58.01	Gas & Parking Reimbursement
			403 - 534 80 43 000 - Travel & Training			9.66	Gas & Parking Reimbursement
			407 - 535 80 43 000 - Travel & Training			9.67	Gas & Parking Reimbursement
			448 - 537 80 43 000 - Travel & Training			9.67	Gas & Parking Reimbursement
			403 - 539 20 43 000 - Travel & Training			9.67	Gas & Parking Reimbursement
			102 - 542 90 43 000 - Travel & Training			9.67	Gas & Parking Reimbursement
			001 - 576 80 43 000 - Travel & Training			9.67	Gas & Parking Reimbursement
2731	05/26/2026	Claims	1	31842	HLA Engineering & Land Surveying, Inc	46,882.76	ADA Action Plan Apr 2026; Byron Rd Project Apr 2026; Alexander Ct Phase 2 Apr 2026; PD Design Rebuild Apr 2026; PD Design Rebuild Apr 2026; General Services Apr 2026; General Sewer Plan Apr 2026; Zipl
			403 - 534 80 41 000 - Professional Services			2,425.53	General Services Apr 2026
			407 - 535 80 41 000 - Professional Services			3,538.55	General Services Apr 2026
			407 - 535 80 41 000 - Professional Services			890.25	General Sewer Plan Apr 2026
			152 - 542 10 41 000 - Professional Services			8,819.38	Byron Rd Project Apr 2026
			102 - 542 90 41 000 - Professional Services			6,120.30	General Services Apr 2026
			102 - 543 30 41 000 - Professional Services			708.75	Ziplay Fiber Apr 2026

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			001 - 558 60 41 000 - Professional Services			1,256.25	General Services Apr 2026
			303 - 594 21 41 001 - Police Department Rebuild - Pr			3,101.68	PD Design Rebuild Apr 2026
			303 - 594 21 41 001 - Police Department Rebuild - Pr			450.50	PD Design Rebuild Apr 2026
			467 - 594 35 63 467 - Capital Expenditures/Expenses			4,092.55	WWTP Influent Apr 2026
			305 - 595 10 41 000 - Capital Expenditures/Expenses			5,065.00	WCR/OIE Roundabout Apr 2026
			304 - 595 10 41 304 - Capital Expenditures/Expenses			4,757.34	Alexander Ct Phase 2 Apr 2026
			110 - 595 30 63 110 - Capital Expenditures/Expenses			5,656.68	ADA Action Plan Apr 2026
2732	05/26/2026	Claims	1	31843	Moore Auto Group, LLC Hall Chevrolet-Buick, Inc	161.42	Towing Services
			001 - 521 20 41 000 - Professional Services			161.42	Towing Services
2733	05/26/2026	Claims	1	31844	Hasty Awards	1,319.56	Flag Football Awards
			001 - 571 22 31 001 - Office & Operating Supplies			1,319.56	Flag Football Awards
2734	05/26/2026	Claims	1	31845	The Home Depot Pro	81.92	Floor Cleaner
			001 - 576 80 31 000 - Office & Operating Supplies			81.92	Floor Cleaner
2735	05/26/2026	Claims	1	31846	Casey Jensen	712.50	Referee Services
			001 - 571 22 41 000 - Professional Services			712.50	Referee Services
2736	05/26/2026	Claims	1	31847	City Of Kennewick	8,649.01	2026 Bi-Pin 2nd Qtr
			001 - 521 20 41 000 - Professional Services			8,649.01	2026 Bi-Pin 2nd Qtr
2737	05/26/2026	Claims	1	31848	Kronos SaaShr Inc	1,878.01	Payroll Software Apr 2025
			001 - 518 88 41 000 - Professional Services			1,460.06	Payroll Software Apr 2025
			403 - 534 80 41 000 - Professional Services			147.48	Payroll Software Apr 2025
			407 - 535 80 41 000 - Professional Services			168.97	Payroll Software Apr 2025
			448 - 537 80 41 000 - Professional Services			18.66	Payroll Software Apr 2025
			102 - 542 90 41 000 - Professional Services			82.84	Payroll Software Apr 2025
2738	05/26/2026	Claims	1	31849	LS Networks	2,020.81	Internet Access May 2026
			001 - 518 88 42 000 - Communications			437.02	Internet Access May 2026
			403 - 534 80 42 000 - Communications			437.02	Internet Access May 2026
			102 - 542 90 42 000 - Communications			217.96	Internet Access May 2026
			001 - 569 21 42 000 - Communications			217.96	Internet Access May 2026
			001 - 576 20 42 000 - Aquatic Center Facilities - Com			437.02	Internet Access May 2026
			001 - 576 80 42 000 - Communications			273.83	Internet Access May 2026
2739	05/26/2026	Claims	1	31850	Anita Laffey-Quinn	400.00	Referee Services
			001 - 571 22 41 000 - Professional Services			400.00	Referee Services
2740	05/26/2026	Claims	1	31851	Leprekon Foods	713.08	Water Pallet; Water Pallet
			403 - 534 80 31 000 - Office & Operating Supplies			122.69	Water Pallet
			407 - 535 80 31 000 - Office & Operating Supplies			345.00	Water Pallet
			102 - 542 90 31 000 - Office & Operating Supplies			122.70	Water Pallet
			001 - 576 80 31 000 - Office & Operating Supplies			122.69	Water Pallet
2741	05/26/2026	Claims	1	31852	LexisNexis Risk Solutions	217.40	Online Subscriptions Apr 2026
			001 - 521 20 41 000 - Professional Services			217.40	Online Subscriptions Apr 2026
2742	05/26/2026	Claims	1	31853	Lower Valley Machine Shop	580.00	Water Meter Hooks
			403 - 534 80 31 000 - Office & Operating Supplies			580.00	Water Meter Hooks
2743	05/26/2026	Claims	1	31854	Marco Mendoza	375.00	Referee Services
			001 - 571 22 41 000 - Professional Services			375.00	Referee Services
2744	05/26/2026	Claims	1	31855	NW Farm Supply	97.80	Power Pull & Strap
			102 - 542 90 31 000 - Office & Operating Supplies			97.80	Power Pull & Strap

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2745	05/26/2026	Claims	1	31856	Net World Sports OH LLC	3,550.00	Soccer Supplies
					001 - 571 22 31 001 - Office & Operating Supplies	3,550.00	Soccer Supplies
2746	05/26/2026	Claims	1	31857	Nexus Planning Services, LLC	13,834.92	Comp Plan April 2026; Planning Apr 2026
					001 - 558 60 41 000 - Professional Services	8,444.25	Planning Apr 2026
					123 - 558 60 41 123 - Planning And Economic Develc	5,390.67	Comp Plan April 2026
2747	05/26/2026	Claims	1	31858	North Central Laboratories	902.50	Lab Supplies
					407 - 535 80 31 000 - Office & Operating Supplies	902.50	Lab Supplies
2748	05/26/2026	Claims	1	31859	Northstar Chemical Inc	7,335.62	Chemicals; Chemicals; Chemicals
					403 - 534 80 31 000 - Office & Operating Supplies	4,291.48	Chemicals
					001 - 576 20 31 000 - Aquatic Center Facilities - Offic	1,394.73	Chemicals
					001 - 576 20 31 000 - Aquatic Center Facilities - Offic	1,649.41	Chemicals
2749	05/26/2026	Claims	1	31860	O'Reilly Auto Parts	146.72	Grease, Brakes, Punch Set; Tips & Core; Wiper Blades
					407 - 535 80 31 000 - Office & Operating Supplies	70.13	Grease, Brakes, Punch Set
					102 - 542 90 31 000 - Office & Operating Supplies	48.35	Tips & Core
					102 - 542 90 31 000 - Office & Operating Supplies	28.24	Wiper Blades
2750	05/26/2026	Claims	1	31861	Office Depot	142.59	Stapler, Pouches, Laminator Cards; Dividers, Note Pads, Receipt Paper
					001 - 514 23 31 000 - Office & Operating Supplies	35.04	Dividers, Note Pads, Receipt Paper
					001 - 571 22 31 001 - Office & Operating Supplies	107.55	Stapler, Pouches, Laminator Cards
2751	05/26/2026	Claims	1	31862	Deidra Phillips	600.00	Referee Services
					001 - 571 22 41 000 - Professional Services	600.00	Referee Services
2752	05/26/2026	Claims	1	31863	Killian Phillips	200.00	Referee Services
					001 - 571 22 41 000 - Professional Services	200.00	Referee Services
2753	05/26/2026	Claims	1	31864	Mary Lou Pine	102.72	5421.01 - 203 SW MALIBU DR
					403 - 343 41 00 000 - Water Revenues	-57.95	5421.01 - 203 SW MALIBU DR
					407 - 343 50 00 000 - Sewer Revenues	-66.99	5421.01 - 203 SW MALIBU DR
					403 - 343 90 00 000 - Irrigation Fees & Charges	22.22	5421.01 - 203 SW MALIBU DR
2754	05/26/2026	Claims	1	31865	Port Of Benton	8,231.88	PD Bldg Lease June 2026
					001 - 591 21 75 001 - Lease Payments - PD Lease 205	8,231.88	PD Bldg Lease June 2026
2755	05/26/2026	Claims	1	31866	Print Guys	307.81	Envelopes
					001 - 514 23 31 000 - Office & Operating Supplies	307.81	Envelopes
2756	05/26/2026	Claims	1	31867	Prosser Rotary Club	175.00	Membership Renewal
					001 - 513 10 49 000 - Miscellaneous	175.00	Membership Renewal
2757	05/26/2026	Claims	1	31868	Prosser Wine Network	6,507.87	Tourism Reimbursement Jan-Mar 2026
					130 - 573 90 41 000 - Professional Services	6,507.87	Tourism Reimbursement Jan-Mar 2026
2758	05/26/2026	Claims	1	31869	Safety Kleen Co	138.10	Drum Cleaner
					403 - 534 80 48 000 - Repairs & Maintenance	34.52	Drum Cleaner
					403 - 539 20 48 000 - Repairs & Maintenance	34.52	Drum Cleaner
					102 - 542 90 48 000 - Repairs & Maintenance	34.53	Drum Cleaner
					001 - 576 80 48 000 - Repairs & Maintenance	34.53	Drum Cleaner
2759	05/26/2026	Claims	1	31870	Roxy Salgado	350.00	Referee Services
					001 - 571 22 41 000 - Professional Services	350.00	Referee Services
2760	05/26/2026	Claims	1	31871	Diego Salinas	431.25	Referee Services
					001 - 571 22 41 000 - Professional Services	431.25	Referee Services

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2761	05/26/2026	Claims	1	31872	Smith & Warren	364.55	Badges
					001 - 521 20 21 000 - Uniforms	364.55	Badges
2762	05/26/2026	Claims	1	31873	Grayson Stockdale	481.25	Referee Services
					001 - 571 22 41 000 - Professional Services	481.25	Referee Services
2763	05/26/2026	Claims	1	31874	Tapani, Inc	91,356.73	Well 7 Retainage
					463 - 594 34 63 463 - Capital Expenditures/Expenses	91,356.73	Well 7 Retainage
2764	05/26/2026	Claims	1	31875	Tolman Electric	2,728.37	Wamba Rd Pump Maintenance; WWTP Generator Repairs
					403 - 534 80 48 000 - Repairs & Maintenance	402.19	Wamba Rd Pump Maintenance
					407 - 535 80 48 000 - Repairs & Maintenance	2,326.18	WWTP Generator Repairs
2765	05/26/2026	Claims	1	31876	Mail Station - Bc-mn-hi8r US Bank	32.00	Monthly Maintenance Apr 2026
					001 - 514 23 48 000 - Repairs & Maintenance	32.00	Monthly Maintenance Apr 2026
2766	05/26/2026	Claims	1	31877	Valley Pipe Co	847.05	Pipe Fittings; Solenoid; Coupler; Sprinklers
					407 - 535 80 31 000 - Office & Operating Supplies	278.49	Pipe Fittings
					403 - 539 20 31 000 - Office & Operating Supplies	295.27	Coupler
					102 - 542 90 31 000 - Office & Operating Supplies	22.55	Solenoid
					102 - 542 90 31 000 - Office & Operating Supplies	250.74	Sprinklers
2767	05/26/2026	Claims	1	31878	Valley Publishing Co, Inc	80.92	Ord 26-3308, 3309, 3310
					001 - 514 30 41 000 - Professional Services	80.92	Ord 26-3308, 3309, 3310
2768	05/26/2026	Claims	1	31879	Valley Wide Cooperative, Inc	64.90	Hand Grip
					102 - 542 90 31 000 - Office & Operating Supplies	64.90	Hand Grip
2769	05/26/2026	Claims	1	31880	Cell Phone Verizon Wireless	40.01	Meter Book April 2026
					403 - 534 80 42 000 - Communications	40.01	Meter Book April 2026
2770	05/26/2026	Claims	1	31881	WA Dept Of Ecology	3,064.34	2026 Biosolids Permit
					407 - 535 80 49 000 - Miscellaneous	3,064.34	2026 Biosolids Permit
2771	05/26/2026	Claims	1	31882	WA State Auditor's Office	2,568.02	Accountability Audit 2026
					001 - 514 23 41 000 - Professional Services	2,568.02	Accountability Audit 2026
2772	05/26/2026	Claims	1	31883	Budget & Fiscal Service- WA State Patrol	24.00	Background Checks
					001 - 582 30 00 001 - Concealed Pistol License Disbu	24.00	Background Checks
2773	05/26/2026	Claims	1	31884	Water Doctor of Washington	8.65	Water
					407 - 535 80 31 000 - Office & Operating Supplies	8.65	Water
2774	05/26/2026	Claims	1	31885	YSI, Inc.	2,473.15	Lab Supplies; Lab Supplies; Lab Supplies
					407 - 535 80 31 000 - Office & Operating Supplies	399.15	Lab Supplies
					407 - 535 80 31 000 - Office & Operating Supplies	956.56	Lab Supplies
					407 - 535 80 31 000 - Office & Operating Supplies	1,117.44	Lab Supplies
2775	05/26/2026	Claims	1	31886	Yakima Valley Visitors & Convention Bure	6,661.79	Tourism Reimbursement 2026
					130 - 573 90 41 000 - Professional Services	6,661.79	Tourism Reimbursement 2026
2776	05/26/2026	Claims	1	31887	Zoho Corporation	2,284.88	ManageEngine Endpoint Subscription
					001 - 518 88 41 000 - Professional Services	1,680.20	ManageEngine Endpoint Subscription
					403 - 534 80 41 000 - Professional Services	198.13	ManageEngine Endpoint Subscription

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		407 - 535 80 41 000 - Professional Services				229.00	ManageEngine Endpoint Subscription
		448 - 537 80 41 000 - Professional Services				5.15	ManageEngine Endpoint Subscription
		403 - 539 20 41 000 - Professional Services				5.15	ManageEngine Endpoint Subscription
		102 - 542 90 41 000 - Professional Services				61.75	ManageEngine Endpoint Subscription
		102 - 543 30 41 000 - Professional Services				12.87	ManageEngine Endpoint Subscription
		001 - 576 20 41 000 - Aquatic Center Facilities - Profe				92.63	ManageEngine Endpoint Subscription
		001 General Fund				90,176.30	
		102 Street Fund				9,014.78	
		110 Arterial Street Fund				5,656.68	
		111 Municipal Capital Improvement				15,876.60	
		119 Parks Reserve Fund				15.00	
		123 Comp Plan Periodic Update Grant				5,390.67	
		130 Hotel/Motel Tax Fund				13,169.66	
		152 Infrastructure Develop Reserve				8,819.38	
		303 Police Station and City Hall Replacement Proje				3,552.18	
		304 Alexander Court Improvement Project				4,757.34	
		305 WCR Roundabout				5,065.00	
		403 Water Fund				10,716.35	
		407 Sewer Fund				20,823.90	
		448 Garbage Fund				37.24	
		463 Well 2 & 3 Project Fund				91,356.73	
		467 WWTP Influent Improvement Project				4,092.55	
							Claims: 288,520.36
		* Transaction Has Mixed Revenue And Expense Accounts				288,520.36	

Elia Tab

Signature

5/20/26

Date

CITY OF PROSSER, WASHINGTON

AGENDA BILL**Agenda Title:**

Accept invoices for Tourism and Promotional Reimbursable Expenses for the 2026 calendar year and authorize payment for those services in the amount of \$13,169.66.

Item Type:

Consent Agenda

Meeting Date:

May 26, 2026
Regular City Council Meeting

Department:

Finance

Director:

Toni Yost

Contact Person:

Lindsay Bardessono

Phone Number:

(509) 786-2332

Cost of Proposal:

\$13,169.66

Fund Name and Number:

See attached

Amount Budgeted:

Tourism Promotion Area	\$70,000.00
Hotel/Motel Tax	\$180,000.00

Reviewed by Finance Department:

TY 05/20/2026

Attachments to Agenda Packet Item:

Vendor	Hotel/Motel Tax Fund #130	Tourism Promotion Area Fund #131
Prosser Wine Network	\$6,507.87	
Yakima Valley Tourism	\$6,661.79	

Summary Statement:

Checks have been reviewed and approved by department heads, the Finance Director, and City Administrator as necessary. The following checks have been generated for Council approval.

Check no. 31868 in the amount of \$6,507.87

Check no. 31886 in the amount of \$6,661.79.

Consistent with Council Goal:

Goal #2: Financial Sustainability

Recommended Action/Suggested Motion:

Recommended Motion: *Accept invoices for Tourism and Promotional Reimbursable Expenses for the 2026 calendar year and authorize payment for those services in the amount of \$13,169.66.*

<u>Reviewed by Department Director:</u> Toni Yost Date: May 20, 2026	<u>Reviewed by City Attorney:</u> N/A Date:	<u>Approved by City Administrator:</u> Rachel Shaw Date: May 20, 2026
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21985

LTAC GRANT PROGRAM — GRANTEE EXPENDITURE & ACTIVITY REPORT

Complete all yellow-highlighted fields and return to LTAC staff by the deadline shown on your award letter.

SECTION A — GRANTEE INFORMATION

Organization Name	Prosser Wine Network	— Your full legal organization name as
Grant / Award Name	Prosser Wine Network	— Name of the specific grant or program
Grant Award Amount (\$)	\$48,600.00	— Total dollar amount awarded by LTAC
Grant Period	January 1 - March 31st 2026	— e.g. January 1 - December 31, 2025
Report Prepared By	Monica Martinez	— Name of person completing the report
Title / Role	PWN Treasurer	
Date Submitted	04/29/2026	
Contact Email	monica@martinezwine.com	
Contact Phone	509-830-7427	

SECTION B — EXPENSE LOG (attach receipts for all items)

List every expense below. All expenses must have a receipt on file. Use the Category dropdown. Amounts should match your receipts exactly.

Date	Expense Category	Vendor / Payee	Description	Expense Type	Amount (\$)	Receipt on File?	Invoice / Ref #
	Tour Website	Cougar Digital	Website Updates	Actual	\$216.86	Yes	16297
	Tour Website	Cougar Digital	Website Updates	Actual	\$40.76	Yes	16460
	Web & Social Media Adv	Cougar Digital	Social Media Ad Campaign	Actual	\$6,250.25	Yes	16604
130 - 573-90-41							
JB x [Signature]							
TOTAL EXPENSES						\$6,507.87	

⚠ If you have more than 20 expense lines, use the 'Additional Expenses' tab or attach a separate itemized list.

SECTION C — VISITOR & ACTIVITY DATA (for economic impact calculation)

Provide your best estimates based on registrations, surveys, ticket sales, or attendance counts. Include a note on how each figure was determined.

Metric	Your Reported Figure	How was this measured/estimated?	Notes / Source
Total Attendees / Visitors			<i>Total headcount across all funded events/activities</i>
— Estimated Non-Local Visitors			Visitors from outside your city/region (not local residents)
— Estimated Overnight Visitors			Non-local visitors who stayed at least one night
Average Nights Stayed (overnight)			If unknown, use 1.5 as a conservative estimate
Avg Spend per Day Visitor (\$)			Per person, per day. Use \$50 if no local data available
Avg Spend per Overnight Visitor (\$ / person / day)			Per person, per day. Use \$250 if no local data available
Organizer / Staff Local Spend (\$)			Direct spending by your org in the local economy (catering, rentals, etc.)
Vendor / Supplier Local Spend (\$)			Estimated local vendor/supplier spending tied to your event

SECTION D — IMPACT SUMMARY

Report both your projected and actual figures for each attendance category. Select the methodology used — definitions are provided at the bottom of this section.

	Attendance Category		Methodology (select from dropdown):
	Projected #	Actual #	
Overall Attendance			
↳ Total headcount at all funded events/activities			
Attendees who traveled 50 miles or more to attend			
↳ Out-of-area visitors — key driver of economic impact			
Attendees who traveled from out of state or out of country			
↳ Subset of those who travelled 50+ miles			
Attendees who stayed overnight in paid lodging			
↳ Hotel, motel, vacation rental, etc.			
Attendees who stayed overnight but did NOT pay for lodging			
↳ Stayed with friends/family, camped, etc.			
Total paid lodging nights			
↳ Total room-nights — one night = one or more persons in one room/unit			

If "Other" methodology was used, describe below:

METHODOLOGY DEFINITIONS

Direct Count	Actual count of visitors using paid admissions, registrations, clicker counts at entry points, vehicle counts, or number of chairs filled. May include information collected directly from businesses (hotels, restaurants, tour guides) likely to be affected by an event.
Indirect Count	Estimate based on information related to visitor numbers — e.g., raffle tickets sold, redeemed discount certificates, brochures distributed, police requirements for crowd control, or visual estimates.
Representative Survey	Information collected directly from individual visitors using a highly structured, random-sample data collection tool. Results can be reliably projected to the entire population; includes margin of error and confidence level.
Informal Survey	Information collected directly from visitors in a non-random manner. Results cannot be projected to the entire visitor population and provide only a limited indicator of attendance.
Structured Estimate	

Estimate produced by computing known information about the event or location — e.g., dividing the square footage of the event area by the IBC allowance of 3 square feet per person.

SECTION E — NARRATIVE & OUTCOMES

Describe how LTAC funds were used and what was accomplished:

Funds were used for general annual website updates and a first quarter Social Media ad campaign.

What was the primary economic benefit to the Prosser/Benton County area?

Marketing exposure for Prosser/Benton County Tourism targeting larger regional areas, Seattle, Boise, Spokane and Portland.

List any measurable outcomes (media coverage, website traffic, leads generated, etc.):

2.1 million views, 2.1k click thru rate and 998 visits to the website.

Were there any challenges or unplanned changes to your original scope? Explain:

SECTION F — CERTIFICATION & SIGNATURE

I certify that the information provided in this report is accurate and complete to the best of my knowledge, that all expenditures were made in accordance with the LTAC grant award terms, and that receipts and supporting documentation are on file and available for review upon request.

Authorized Signature: Monica Martinez

Printed Name: Monica Martinez

Title: PW Treasurer

Date: 4/25/2026

Phone / Email: 509-830-7427

Monica@martinezwine.com

FOR LTAC OFFICE USE ONLY

Date Received:

Reviewed By:

Reimbursement Amount Approved (\$):

Budget Utilization %:

Notes / Follow-up Required:

Page 30 of 129



Cougar Digital Marketing & Design, LLC
610 6th St
Prosser, WA 99350 US
+15094911146
billing@cougardigital.com
www.cougardigital.com

BILL TO

Rachel
Prosser Wine
P.O. Box 1624
Prosser, WA 99350

INVOICE 16604

DATE 02/17/2026 **TERMS** Net 15

DUE DATE 03/04/2026

DATE	DETAILS	QTY	RATE	AMOUNT
	Facebook/Instagram- Ad Campaign Setup - 7 Reasons Why Prosser Campaign	1	750.00	750.00T
	Facebook/Instagram Ad Campaign Monthly Management- 7 Reasons Why Prosser Campaign	2	500.00	1,000.00T
	Facebook Ad Campaign Monthly Ad Spend (\$1,000 per location) - 7 Reasons Why Prosser Campaign	1	4,000.00	4,000.00T

7 Reasons Why Prosser Campaign

Pay invoice

SUBTOTAL 5,750.00
TAX (8.7%) 500.25
TOTAL 6,250.25

TOTAL DUE \$6,250.25

LTAC

Late payment of \$25.00 will be charged plus 10% of amount due.



Cougar Digital Marketing & Design, LLC
610 6th St
Prosser, WA 99350 US
+15094911146
billing@cougardigital.com
www.cougardigital.com

BILL TO
Gordon Taylor
Prosser Wine
P.O. Box 1624
Prosser, WA 99350

INVOICE 16460

DATE 02/03/2026 **TERMS** Net 15

DUE DATE 02/18/2026

DATE	DETAILS	QTY	RATE	AMOUNT
LTAC	Website Request Updates - Added Red Wine & Chocolate to website	0.25	150.00	37.50T
PW	Graphic Design Requests - PWN Passport Changes	1.25	150.00	187.50T
SUBTOTAL				225.00
TAX (8.7%)				19.58
TOTAL				244.58
TOTAL DUE				\$244.58

Late payment of \$25.00 will be charged plus 10% of amount due.



Cougar Digital Marketing & Design, LLC
610 6th St
Prosser, WA 99350 US
+15094911146
billing@cougardigital.com
www.cougardigital.com

BILL TO
Gordon Taylor
Prosser Wine
P.O. Box 1624
Prosser, WA 99350

INVOICE 16297

DATE 01/05/2026 **TERMS** Net 15

DUE DATE 01/20/2026

DATE	DETAILS	QTY	RATE	AMOUNT
	Website Request Updates - add hours to wineries template page - add McKinley Springs and Desert Moon Winery	1.33	150.00	199.50T
SUBTOTAL				199.50
TAX (8.7%)				17.36
TOTAL				216.86
TOTAL DUE				\$216.86

*LTAAC
annual website updates*

Late payment of \$25.00 will be charged plus 10% of amount due.

23629

LTAC GRANT PROGRAM — GRANTEE EXPENDITURE & ACTIVITY REPORT

Complete all yellow-highlighted fields and return to LTAC staff by the deadline shown on your award letter.

SECTION A — GRANTEE INFORMATION

Organization Name Yakima Valley Visitors & Convention Bureau dba Yakima Valley Tourism

Grant / Award Name Tourism Promotion Activities

Grant Award Amount (\$) \$9,315.00

Grant Period January 1 - December 31, 2026

Report Prepared By Stephanie Gangle

Title / Role Office Manager & Membership Services

Date Submitted 04/30/2026

Contact Email stephanie@visityakima.com

Contact Phone 509-575-3010

--- Your full legal organization name as it appears on your award letter

--- Name of the specific grant or program funded

--- Total dollar amount awarded by LTAC

--- e.g. January 1 – December 31, 2025

--- Name of person completing this report

130-573-90-41 TSG

6,661.79

SECTION B — EXPENSE LOG (attach receipts for all items)

List every expense below. All expenses must have a receipt on file. Use the Category dropdown. Amounts should match your receipts exactly.

Date	Expense Category	Vendor / Payee	Description	Expense Type	Amount (\$)	Receipt on File?	Invoice / Ref #
	Regional Advertising	Yakima Valley Tourism	Destination Marketing- print ads with Premier Media Group, Seattle Met, and Sip Publishing to promote travel to the Yakima Valley for Spring Barrel	Actual	\$4,785.00		
	Graphic Design & Photography	Yakima Valley Tourism	Photo Shoots	Actual	-		
	Web & Social Media Advert	Yakima Valley Tourism	Prosser-specific blog- mentions Alexandria Nicole and Desert Wind as retreats	Actual	-		
	Bureau Advertising	Yakima Valley Tourism	Select advertising campaigns	Actual	-		
	Web & Social Media Advert	Yakima Valley Tourism	Website, e-newsletter and social content	Actual	-		
	Print & Collateral	Yakima Valley Tourism	Yakima Valley Area Map- full panel with placement near Prosser street index and complemented with a picture and event information	Actual	-		
	Travel Writers Tour	Yakima Valley Tourism	Media Relations-airfare for travel writer visit coming in May	Actual	\$398.79		

Membership	Yakima Valley Tourism	Yakima Valley Certified Tourism Ambassador Program-implementation fee	Actual	\$1,000.00
Visitor Center	Yakima Valley Tourism	Visitor Services- travel guide print and distribution. 277 mailings as of April 21, 2026; a 42% increase over 2025	Actual	~~\$2,800.00~~ 500

TOTAL EXPENSES \$8,461.79

\$6,661.79

⚠ If you have more than 20 expense lines, use the 'Additional Expenses' tab or attach a separate itemized list.

SECTION C — VISITOR & ACTIVITY DATA (for economic impact calculation)

Provide your best estimates based on registrations, surveys, ticket sales, or attendance counts. Include a note on how each figure was determined.

Metric	Your Reported Figure	How was this measured/estimated?	Notes / Source
Total Attendees / Visitors	27,500		Total headcount across all funded events/activities
— Estimated Non-Local Visitors			Visitors from outside your city/region (not local residents)
— Estimated Overnight Visitors			Non-local visitors who stayed at least one night
Average Nights Stayed (overnight)	2222.3	Please refer to Estimated Attendees and Room Nights Generated by Partnership sheet. Took that total number and divided it by 4 as our request was based on annual calculations.	If unknown, use 1.5 as a conservative estimate
Avg Spend per Day Visitor (\$)			Per person, per day Use \$50 if no local data available.
Avg Spend per Overnight Visitor (\$ / person / day)			Per person, per day Use \$250 if no local data available
Organizer / Staff Local Spend (\$)			Direct spending by your org in the local economy (catering, rentals, etc.)
Vendor / Supplier Local Spend (\$)			Estimated local vendor/supplier spending tied to your event

SECTION D — IMPACT SUMMARY

Report both your projected and actual figures for each attendance category. Select the methodology used — definitions are provided at the bottom of this section.

Attendance Category			
Overall Attendance	Projected #	Actual #	Methodology (select from dropdown):
1. Total headcount at all funded events/activities		146,500	Structured Estimate
Attendees who traveled 50 miles or more to attend			Methodology (select from dropdown):
1. Out-of-area visitors — key driver of economic impact			Structured Estimate
Attendees who traveled from out of state or out of country			Methodology (select from dropdown):
1. Subset of those who traveled 50+ miles			

2.93 visits in 2024 / 5 cities in Benton Co = 586K divided by 4quarters of reporting = 146,500

Attendees who stayed overnight in paid lodging	Projected #	Actual #	Methodology (select from dropdown):
1. Hotel, motel, vacation rental, etc.		5,656	Structured Estimate
56,561 Actual Rooms Sold (Room Demand) in 2024 / 5 cities in Benton Co = 11,312.20 x 2 people per party = 22,624.40 divided by 4/quarters of reporting = 5,656			
Attendees who stayed overnight but did NOT pay for lodging	Projected #	Actual #	Methodology (select from dropdown):
1. Stayed with friends/family, camped, etc.			
Total paid lodging nights	Projected #	Actual #	
1. Total room-nights --- one night = one or more persons in one room/unit		2,828	Structured Estimate
56,561 Actual Rooms Sold (Room Demand) in 2024 / 5 cities in Benton Co = 11,312.20 divided by 4/quarters of reporting = 2,828			

If "Other" methodology was used, describe below:

METHODOLOGY DEFINITIONS

Direct Count

Actual count of visitors using paid admissions, registrations, clicker counts at entry points, vehicle counts, or number of chairs filled. May include information collected directly from businesses (hotels, restaurants, tour guides) likely to be affected by an event.

Indirect Count

Estimate based on information related to visitor numbers — e.g., raffle tickets sold, redeemed discount certificates, brochures distributed, police requirements for crowd control, or visual estimates.

Representative Survey

Information collected directly from individual visitors using a highly structured, random-sample data collection tool. Results can be reliably projected to the entire population; includes margin of error and confidence level.

Informal Survey

Information collected directly from visitors in a non-random manner. Results cannot be projected to the entire visitor population and provide only a limited indicator of attendance.

Structured Estimate

Estimate produced by computing known information about the event or location — e.g., dividing the square footage of the event area by the IBC allowance of 3 square feet per person.

SECTION E — NARRATIVE & OUTCOMES

Describe how LTAC funds were used and what was accomplished:

As an addition to the four scheduled Prosser featured events, we ran Prosser Sip & Stroll as a featured event for 2 months, with eblast dates of 2/17, 3/3, 3/17 and 3/26. The Yakima Valley Events landing page maintained a 90% engagement rate over that period. Prosser wineries were represented in all of our Red Wine & Chocolate promotions and Spring Barrel Weekend promotions. Alexandria Nicole Cellars Tiny Houses and Desert Wind Winery, Inn & Private Events were highlighted in our *Sip, Sleep & Unwind in Wine Country* blog featuring boutique winery lodging. We've been running this as the landing page for a digital advertising campaign with a 74% engagement rate for visits generated. We're finalizing our 2026 photo and video production schedule to include SUP from Prosser Yakima River access points and related itinerary stops, along with Art Walk & Wine Gala. We plan to use photos of Prosser for print ads later this year. Our Communications department continues to pitch story ideas about Prosser (see related note in measurable outcomes). Yakima Valley Travel Guide mailing requests are up 42% over this time last year (LTAC funds covered that through the Prosser Chamber of Commerce). Yakima Valley Certified Tourism Ambassador program is ready to launch Summer 2026. LTAC support of the program covers 15 registrations to be scheduled at a mutually agreed upon date. Entered 122 Prosser events to date into visityakima.com/events.

What was the primary economic benefit to the Prosser/Benton County area?

Increased visitor spending generated by attracting travelers to the destination. Marketing efforts helped drive visitation, resulting in direct economic impact for local wineries, restaurants, hotels, retail shops and other tourism-related businesses. These visitor dollars support local jobs, generate tax revenue and contribute to the overall vitality of the Prosser/Benton County economy. In addition, increased destination awareness helps foster repeat visitation and long-term economic growth.

List any measurable outcomes (media coverage, website traffic, leads generated, etc.):

Northwest Travel & Life feature "Yakima Valley Spring Barrel Weekend" that mentions Alexandria Nicole Cellars. Unique Monthly Views- 6,456 and Print Circulation- 450K. There is another Prosser media visit planned for May.

Were there any challenges or unplanned changes to your original scope? Explain:
None.

SECTION F — CERTIFICATION & SIGNATURE

I certify that the information provided in this report is accurate and complete to the best of my knowledge, that all expenditures were made in accordance with the LTAC grant award terms, and that receipts and supporting documentation are on file and available for review upon request.

Authorized Signature:

Printed Name:

Title:

Date:
Phone /
Email:

FOR LTAC OFFICE USE ONLY

Date Received:

Reviewed By:

Reimbursement Amount Approved (\$):

Budget Utilization %:

Notes / Follow-up Required:



Yakima Valley Tourism
10 N. 8th Street
Yakima, WA 98901

Invoice

Date	Invoice #
1/1/2026	22798

City of Prosser
Attn: Toni Yost
620 Market Street, 1st Floor
Prosser, WA 99350

		Terms:	Net 30
Description	Rate	Amount	
Destination Marketing 2026	4,765.00	4,765.00	
Media Relations 2026	1,550.00	1,550.00	
Certified Tourism Ambassador Program	1,000.00	1,000.00	
Visitor Services	2,000.00	2,000.00	
		Total	\$9,315.00
		Payments/Credits	\$0.00
		Balance Due	\$9,315.00

Phone #	E-mail
(509) 575-3010	wendi@visityakima.com

REGIONAL MARKETING



PREMIER MEDIA GROUP

Date: 02/26/2026

Yakima Valley Tourism
Jennifer Martinkus
10 N 8th Street
Yakima, WA 98901
United States
(509) 575-3010

Yakima Valley Tourism

INVOICE DATE		DUE DATE		INVOICE #		PO #	TERM
02/26/2026		03/13/2026		1504-M			Net 15
Print	Issue	Ad Size	Order ID	Gross	Total Discount	Barter	Cash Net
425 Media	425 March 2026	1/2 Page Horizontal	8481	\$3,350.00	(\$1,550.00)	\$0.00	\$1,800.00
Media	Name	Schedule Date	Gross	Discount	Order ID	Net	
425 Digital	Sip & Savor E-Newsletter	03/18/2026	\$595.00	(\$0.00)	8481	\$595.00	
Barter Total: \$0.00					Cash Total: \$2,395.00		
Barter Paid: \$0.00					Cash Paid: \$0.00		
Barter Due: \$0.00					Cash Due: \$2,395.00		

Payment is due on or before the due date.
Please remit payment to:
Premier Media Group
PO Box 1362
Tacoma, WA 98401

Please contact Terri Hallis, Finance Manager at terri@premiermedia.net.

425 425 Business SOUND BUSINESS West Sound Design BUILD Meeting NORTHWEST SOUTHWEST



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Plan Your Visit!

TAKE A TASTING TOUR

YAKIMA VALLEY

SPRING BARREL WEEKEND APRIL 24-26

FREE TRAVEL GUIDE AT VISITYAKIMA.COM

425425BusinessSOUND BUSINESS WestSoundDesign|BUILD Meeting... NORTHWEST SOUTHWEST



PREMIER MEDIA GROUP

Date: 02/26/2026

Yakima Valley
Jennifer Martinkus
10 North 8th Street
Yakima, WA 98901
United States
(509) 573-3384

Yakima Valley

INVOICE DATE	DUE DATE	INVOICE #	PO #	TERM
02/26/2026	03/13/2026	1475-M		Net 15

Print	Issue	Ad Size	Order ID	Gross	Total Discount	Barter	Cash Net
Meeting News NW	Meeting News NW 2026	MNNW Full Page	7375	\$6,000.00	(\$1,000.00)	\$0.00	\$5,000.00
Northwest Travel + Life	NWTL Mar-Apr 2026	Full Page	8579	\$5,500.00	(\$1,300.00)	\$0.00	\$4,200.00
Northwest Travel + Life	NWTL Mar-Apr 2026	Travel Planner - March/April	8579	\$850.00	(\$450.00)	\$0.00	\$400.00
Media	Name	Schedule Date	Gross	Discount	Order ID	Net	
Meetings News NW Digital	MNNW Leaderboard 1	03/01/2026	\$0.00	(\$0.00)	7375	\$0.00	
Meetings News NW Digital	Meetings News NW Dedicated E-Newsletter	03/23/2026	\$0.00	(\$0.00)	7375	\$0.00	

Barter Total: \$0.00

Cash Total: \$9,600.00

Barter Paid: \$0.00

Cash Paid: \$0.00

Barter Due: \$0.00

Cash Due: \$9,600.00

Payment is due on or before the due date.

Please remit payment to:
Premier Media Group
PO Box 1362
Tacoma, WA 98401

Please contact Terri Hallis, Finance Manager at terri@premiermedia.net.

425 Business SOUND BUSINESS West Sound Design BUILD Meeting NORTHWEST SOUTHWEST



PREMIER MEDIA GROUP

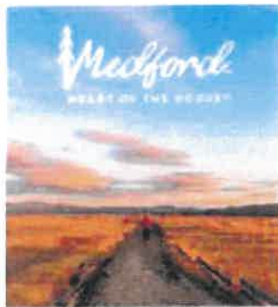
TAKE A TOUR

PLAN YOUR WEEKEND ESCAPE
FREE TRAVEL GUIDE AT VISITYAKIMA.COM

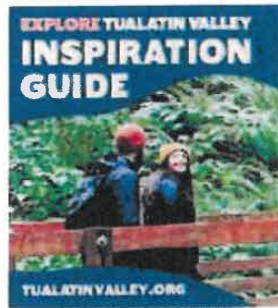
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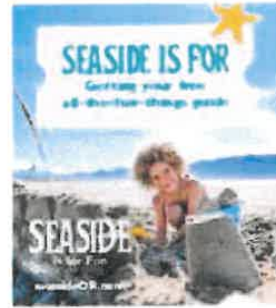
PREMIER MEDIA GROUP



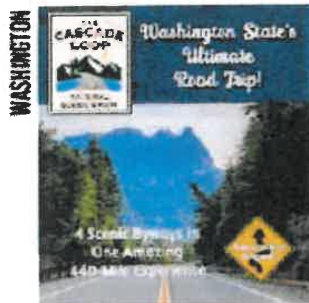
MEDFORD



TUALATIN VALLEY



SEASIDE



CASCADE LOOP



OLYMPIC PENINSULA



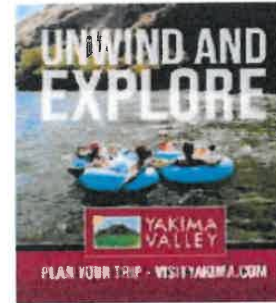
SAN JUAN ISLANDS



TACOMA ART MUSEUM



UNION GAP



YAKIMA VALLEY

To order a guide go to nwtravelmag.com/travel-planners/

NWTRAVEL MAG.COM March - April 2026 105

425 Business SOUND BUSINESS West Sound Design BUILD Meeting NORTHWEST SOUTHWEST

NW Travel & Life Digital Campaign



ad: Sponsored Post
size: 600x400

headline:
Spring Barrel Weekend in Wine Country

copy:
Plan a spring tasting trip April 24-26! Wineries around the Yakima Valley are getting ready to celebrate the season. Discover the next great Yakima Valley vintages with special tastings and spring festivities. Enjoy tastes pulled from the barrel, spring wine releases, perfect pairings, unique experiences, tours, music and more.

ad: Leaderboard
size: 728x90



ad: Leaderboard
size: 600x500





329 NE Couch St., Suite 200
Portland, OR 97232
Billing: 941-487-1136

Invoice
2026-40480

Bill To:
Jennifer Martinkus
Yakima Valley Tourism
10 N 8th Street
Yakima, WA 98901

Client: Yakima Valley Tourism

DATE	INVOICE #	DUE DATE	SALES REP
1/15/2026	2026-40480	Due Upon Receipt	Carol Cummins

There will be a 1% interest charge per month on late invoices.

Print Advertising				
Pub.	Issue	Year	Ad Size	Net
Seattle Met	Spring 2026	2026	Full Page	\$7,015.00
Invoice Total:				\$7,015.00

Thank you for your business.

CHECKS Payable To:
SagaCity Media, Inc.
329 NE Couch St., Suite 200
Portland, OR 97232



Please include Invoice # 2026-40480

[Click Here: Pay Online](#)

Questions? Call Accounts Receivable (941) 487-1136 or Email ar@sagacitymedia.com
SagaCity Media, Inc. (DBA "Seattle Met") is a S Corporation with EIN 56-2373819

TAKE A TASTING TOUR



SILVER LAKE WINE & SPIRITS

**SAVE THE
DATES!**

APRIL 24-26, 2026
SPRING BARREL WEEKEND

JUNE 19-21, 2026
PROSSER WINE MUSIC FESTIVAL

JUNE 27-28, 2026
ROSE REVOLUTION

OCT 9-11, 2026
CRUSH CELEBRATIONS



**YAKIMA
VALLEY**

PLAN YOUR SPRING WINE COUNTRY ESCAPE

Sip Ventures, LLC
1335 N Northlake Way Ste 101
Seattle, WA 98103 US
+12065180175
melissa@sippublishing.com



INVOICE

BILL TO
Jennifer Martinkus
Yakima Valley Tourism
10 North 8th Street
Yakima, WA 98901

INVOICE 14041
DATE 02/25/2026
TERMS Due on receipt
DUE DATE 03/11/2026

ACTIVITY	AMOUNT
2 Page Spread 2026 Annual Print Issue - Travel Section	5,675.00

Always checks payable to Sip Publishing or
take advantage of our online payment option using a credit card or checking
account!
Thank you for your business!

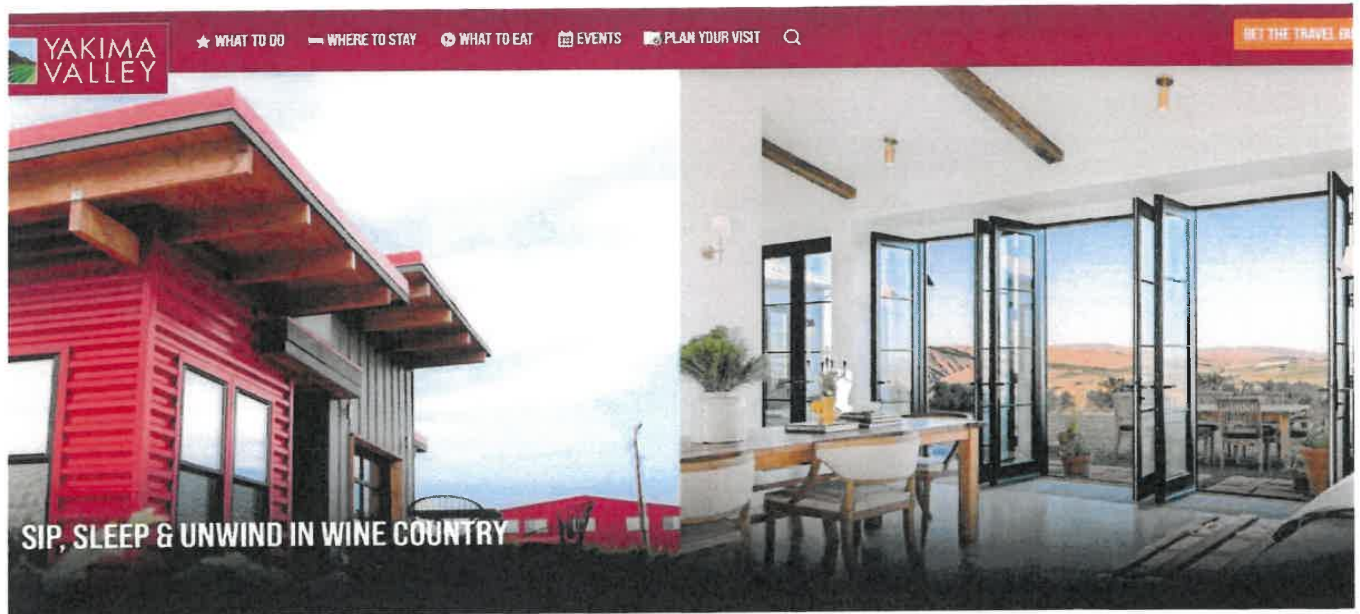
SUBTOTAL	5,675.00
TAX	0.00
TOTAL	5,675.00

BALANCE DUE **USD 5,675.00**

Pay invoice



WEB & SOCIAL MEDIA ADVERT



BOUTIQUE WINERY STAYS FOR YOUR GETAWAY

Wonder where to stay on your Yakima Valley Wine Country getaway? Wake up among the vineyards in an idyllic wine country oasis just steps from your favorite tasting room. Wineries around the Valley have created unique, on-site spaces perfect for an escape to tour and taste. You'll find even more cozy retreats in the surrounding wine country areas. From tiny houses and cottages to guest suites and historic homes, discover your perfect place to stay.

As you plan your trip, mark the calendar for winery events all season long. Spring Barrel Weekend is coming up quickly. April 24 to 26! Be sure to leave time for perfectly paired winery bites, from seasonal house specialties to locals' favorite food trucks on rotation.

Explore more places to call home on your Yakima Valley visit. Check out lodging options from riverside lodges, cabins and condos to quaint inns, an amenity-packed RV resort and familiar hotel names.

WINERY & VINEYARD RETREATS



Alexandria Nicole Cellars Tiny Houses – Catch a glimpse of vineyard living with lovingly crafted and appointed tiny houses nestled right among the vines of Alexandria Nicole's estate vineyard. Wake up and take in the vineyard views overlooking the Columbia River. Book early because they fill up quickly!



Desert Wind Winery, Inn and Private Events – Find four beautiful guest suites nestled right upstairs within the adobe walls of the winery. Each tastefully appointed guest room features hardwood floors and custom tile work, a gas kiva fireplace, a balcony overlooking the Yakima River and premium amenities. Enjoy a complimentary bottle of wine on arrival and leave time to dine with the Kitchen at Desert Wind.

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To search, type and hit enter

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- Family Fun
- Farm Fresh Fun
- Farmers Markets
- Featured
- Food and Dining
- History and Culture
- Hops and Beer
- Live Music
- Meet the Maker
- Outdoor Recreation
- Shopping
- Travel Like a Local
- Wine Country
- Wine Country Lodging

Targeted to blast



YAKIMA VALLEY

SPRING BARREL *Weekend*

APRIL 24-26, 2026

PLAN YOUR TRIP



**YAKIMA
VALLEY**



PRINT & COLLATERAL

2026 AREA MAP



PROSSER EVENTS

Red Wine & Chocolate (Presidents Day Weekend), Sip and Stroll (March), Spring Barrel Weekend (Late April), Prosser Scottish Fest (June), Art Walk & Wine Gala (July), Spirits of the West (August), Great Prosser Balloon Rally (Sept), Harvest Festival (Sept), Catch the Crush (Oct), Bubbles and Bites (Nov), Thanksgiving in Wine Country (Nov) Events Subject to Change

TRAVEL WRITERS TOUR

Circulation/Views
UMV = 6,456
Print = 450K



Yakima Valley Spring Barrel Weekend

BY DAVID & SUSAN GREENBERG

Pining for the grape, we headed to Yakima Valley's Spring Barrel Weekend to slake our thirst with wine drawn straight from the barrel. Such a venture requires solid gastronomic footing, so we started at Los Hernandez's Tamale Restaurant in Union Gap. They not only make their own yellow corn (soak it in alkaline water to remove the husk) which they grind into masa. They sell just three: asparagus/pepper-jack (seasonal), chicken, and pork. Minimalist, purist, and delicious to make us gasp, they won a coveted 2018 James Beard America's Classics award, drawing pilgrims and far-flung food journalists hungry for authenticity.

Fortified, we entered the tasting room of Yakima Valley Vintners, showcasing wines from students in Yakima Valley College's wine program, many award winners. We tasted a flight, including a noble primitivo with notes of black pepper, ripe plum, and truffle.

On a night as soft as a horse's nuzzle, in the serene town of Tieton, we entered Nomad Restaurant and were dazzled—first by its vineyard, then by its stark deliciousness. We sat at the chef's counter and enjoyed a virtuoso onslaught: tinned sardines and pickled onion on crostini with tarragon aioli, smoked gouda mac-and-cheese, wagyu ribeye with blue-cheese butter, achingly perfect scallops in beurre blanc and almond gremolata, followed by rhubarb biramisu. Service? Bravissimo. Stepping outside, the world instantly hushed, and we were spellbound by the scent of apple blossoms.

We settled into downtown Hotel Malen with solid bones, once topped by a Masonic Temple, now an event space. The next morning, we followed aromas to Essencia Artisan Bakery right around the corner, where we indulged in an orange raisin roll and strawberry-rhubarb tartine.



Essencia Artisan Bakery
orange raisin roll and
strawberry rhubarb tartine

Steve Bosma
of Bosma
Estate Winery



Nomad Tinned
Sardines and
Pickled Onion

Bosma Estate Winery, like most hereabouts, is a family endeavor. We adored their Sidevinder Syrah with hints of black currant and their plummy cab blend, purchasing one of each. We had the privilege of drinking their carmenère, barrel drawn, and their honeysuckle muscadelle, usually a constituent wine, rarely tasted alone. There we met Jessica Oliver of Oliver Family Creamery, showcasing her cheeses. Self-taught, from YouTube videos, she produced goudas so good we bought one of each, caraway and black pepper.

Hyatt Winery's three CEOs, August, Calypso and Cutiness (all canines), explained (with their eloquent eyes) that syrah is "the drama queen of grapes." Even so, Hyatt coaxes it into a delicious well-balanced wine. Their merlot was more than merlotious. Wine purists

may cack, but we love frosts, those ridiculously refreshing rosé slushies. Hyatt does Froze Fridays. Also, it was Saturday.

La Pierre Winery had Saturday Frosts, though—and fine accompanying crudité.

Late April, spring's solar plexus, the Yakima Valley was riotously bloom. Later that morning at the Yakima Arboretum, we sat beneath the scented canopy of a purple flowering crabapple, a subdistrict of heaven.

Next morning, breakfast at Café 11th Avenue, traditional fare done superbly. They serve a Bloody Mary in a large glass that doubles as a quiver for umpteen skewered morsels, as much buffet as beverage.



Col Selena Winery is fundamentally elegant, in both wines and architecture. They grow one-sided vines that let each plant store more energy and flavor in its grapes. Average rainfall here is just 8 to 10 inches, essentially desert. They drip-irrigate sparingly, hydrating just enough to gently stress the vines. The result: grapes that concentrate their energy, flavor and character. Their sublime rosé, with notes of stone fruits and green apple, is atypically aged in acacia wood. We loved their cabernet franc with loganberry lingering on the back of the tongue.

Tetra Blanca Winery credits its wines' excellence to hot, dry, windy conditions, alkaline soils, and southwest exposure that floods the vines with sun—conditions ideal for flavor. Their Orinx Cabernet blend expresses this, bright with ripe stone fruits and notes of violet. They make a cabernet franc rosé excellent for sipping on any terrace facing a romantic vista. Each wine we tasted was a stunner, fit for a charmed ribeye or an elegant sole.

Up in Horse Heaven Hills, Alexandria Nicole Cellars' vineyards are on rugged land, overlooking the Columbia River,

terrain fit for no other crop. Jarrod Boyle, owner, calls the land "not same as a vineyard location," but says the winds make his grapes smaller, thicker-skinned, and more flavorful. We relished his citrusy albariño.

We journeyed home past legions of sumptuously flowered apple trees, hills cordoned with grapevines, alongside Oregon's and Washington's aorta, the Columbia River, our car hoovered by several cases of wine. The faint scent of apple blossoms, if only in our memory, lingered. We pondered: The best grapes face adverse conditions. Could the same be said for humans? ☺

► The 2024 Yakima Valley Spring Barrel Weekend is scheduled for April 24–26; go to visityakima.com/wine-event/spring-barrel-tasting for more information.

► Plan your visit to the Yakima Valley at visityakima.com.



Spring growth
on a gnarled vine



Barrel Tasting

A Respite from Wine and Food

The outstanding Yakima Valley Museum contains charming elements of quirk such as ship models made from shells. Among their bygone treasures: a horse-drawn carriage with delicate wicker bodywork. Their neon-sign collection delights, particularly one of a typist (once hung outside an office equipment store) who was immobile until one day, as though possessed, she began frantically typing.

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Alaska 378 Saver (X) Nonstop Details <u>Distance:</u> 2,328 mi <u>Duration:</u> 5h 21m Operated by Alaska Check in with Alaska And Hawaiian Shared Lobby	Seattle (SEA) Sun, May 10 9:55 am	Baltimore-Baltimore Washington (BWI) Sun, May 10 6:16 pm

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Flight total for 1 passenger: \$396.79

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Total per passenger	\$396.79
Airfare	\$340.46
Taxes, fees, and charges	\$56.33
United States Flight Segment Tax	
Domestic	\$10.60
US psgr. facility charge	\$9.00
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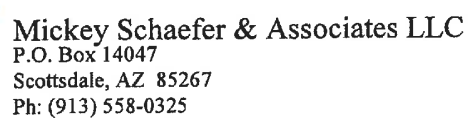
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1-VM-12-NW/VN	Vancouver, WA - Magazines	63	05/01/26	10/31/26	480.00	6	2,880.00	-144.00
1-VM-12-NW/PP	Portland - Magazine	203	05/01/26	10/31/26	900.00	6	5,400.00	-270.00
1-VM-11-NW/YAK	Yakima/Tri-Cities - Modified		05/01/26	10/31/26	445.00	6	2,670.00	-133.50
1-VM-11-NW/NCW	N.C. Washington - Modified		05/01/26	09/30/26	345.00	5	1,725.00	-86.25
1-VM-11-NW/SP	Spokane (Super Cities) - Modified		05/01/26	09/30/26	450.00	5	2,250.00	-112.50
1-LM-7-NW/W	Washington - Local Marketing	102	05/01/26	09/30/26	410.00	5	2,050.00	-102.50
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1-VM-12-NW/BN	Salem - Magazines	63	05/01/26	10/31/26	400.00	6	2,400.00	-120.00
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SMALL TOWN CHARM, WORLD-CLASS WINES

PROSSER AREA WINERIES

Located toward the eastern end of the Yakima Valley, Prosser offers a distinctive and convenient wine tasting experience. Within just a few square miles, you can taste every varietal produced in Washington, from Albariño to Zinfandel.

Among Washington's acclaimed wine-growing regions, Prosser stands out for the variety, uniqueness and quality of their grapes. Nowhere else will you see the fruit on display the way you do in local tasting rooms, where they're proud to share grapes from their own vineyards with you.

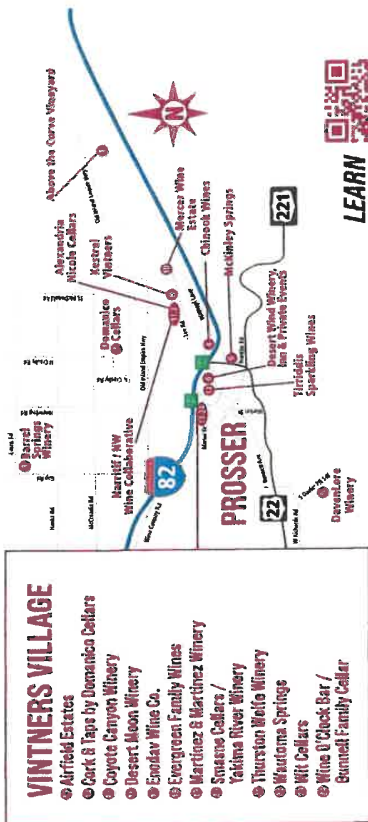
With more than 20 wineries in and around the community, you'll find a variety of tasting experiences, from quaint, petite

tasting rooms and airy, contemporary spaces to expansive outdoor patios and picnic areas. Enjoy events and experiences from private tastings and tours to live music and winemaker dinners.

Mark your calendar for unique Prosser Wine events! In June, the Prosser Wine Music Festival fills three days with wine, food and the soulful sounds of live music. In July, the Art Walk & Wine Gala serves

up an evening of food, music, art and wine at Vintners Village. Drink Prosser is a celebration of winery club members offering them club benefits at all participating wineries over two weekends in November. Also in November, just in time for the holidays, Bubbles & Bites showcases the outstanding sparkling wines produced by several local wineries.

Learn more at drinkprosser.com



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2100 Lee Road • 509-796-7228 • harrietnw.com

VINTNERS VILLAGE

- 13. Airfield Estates
509-796-7228 • airfieldestates.com
- 14. Cork & Tap by Domination Cellars
238 Per Avenue, Suite D • 509-796-7228 • dominationcellars.com
- 15. Coyote Canyon Winery
509-796-7228 • coyotecanyonwinery.com
- 16. Desert Moon Winery
509-796-7228 • desertmoonwinery.com
- 17. Enclave Winery
509-796-7228 • enclavewinery.com
- 18. Evergreen Family Wines
509-796-7228 • evergreenfamilywines.com
- 19. Harriet / NW Wine Collaborative
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PROSSER WINE EVENTS

SEE WHAT'S GOING ON IN 2020

EARLY WINTER

- Red Wine & Chocolate (12/15-16)

SPRING & SUMMER

- Sip and Stroll (3/21)
- Spring Barrel Weekend (4/24-26)
- Prosser Wine Music Festival (6/19-21)
- Art Walk & Wine Gala (7/18)

FALL

- Catch the Crush Celebrations (10/9-11)
- Drink Prosser Club Share Weekends (11/6-8, 11/13-15)
- Bubbles & Bites (11/17)
- Thanksgiving in Wine Country (11/22-23)



CITY OF PROSSER

PROSSER FARMERS MARKET

CHARMING WINE COUNTRY ESCAPE

CITY OF PROSSER

Get a taste of the good life in Prosser. With small-town charm, world-class wines, a vibrant arts culture and rich history, Prosser has a well-earned following as one of the Yakima Valley's premier destinations.

Situated along a picturesque stretch of the Yakima River, the community is surrounded by a rolling landscape of vineyards, orchards and family farms. The Prosser Farmers Market makes this farm-fresh bounty available each Saturday, from June to October. Taste the grapes from Prosser's acclaimed vineyards at more than 20 wineries and visit the variety of restaurants creating a delicious dining scene.

Prosser is also home to a charming historic district. In historic downtown Prosser, theatre goers catch plays, concerts and comedy at the restored Princess Theatre. Explore more of the thriving art scene developing downtown with the newly certified Prosser Creative District where the arts are celebrated in studios, galleries and more. Enjoy live

music at coffee shops and wineries and then pick up a map of Prosser's Trail of Painted Ponies. Enjoy the work of more than 20 local artists on each of the small pony statues downtown.

Grab a Historical Walking Tour brochure to take a trip down memory lane with historic, turn-of-the-century homes and historic, brick buildings. Explore more of the region's history with the Prosser Historical Museum's collection of local lore and artifacts.

Prosser's sunny weather, parks, walking trails and easy river access mean just about any time is a good time to explore outdoors. Climb Lincoln Grade for the view from Horse Heaven Hills, ride your bike all the way to Sunnyside on the Centennial Pathway, or

launch your paddle board or kayak at the Crawford Park Boat Launch to paddle the easy stretch of the Yakima River.

Mark your calendar for Prosser's many festive celebrations. In June, don your kilt for Scottish Fest & Highland Games. Works by artists fill the fields and tasting rooms for an artistic tasting and touring experience at the Art Walk & Wine Gala in Vintner's Village.

At the end of September, the skies fill with colorful hot air balloons at the Great Prosser Balloon Rally. Enjoy early morning launches and beautiful night glow events. Afterward, artisans and crafters fill downtown during the Harvest Festival and Street Painting. Learn more about Prosser at TourProsser.com



GREAT PROSSER BALLOON RALLY

WINE TASTING
COMMUNITY
FESTIVALS
CELEBRATIONS
DOWNTOWN



ART WALK & WINE GALA



ART WALK & WINE GALA



ART WALK & WINE GALA

Local LOVES

YAKIMA VALLEY LOCALS TOP PROSSER PICKS

- Just the right Prosser Pick to view all statues painted by local artists in historic downtown Prosser.
- Find an antique treasure at Wine Heart Antiques and Popcorn Buns.
- Locally roasted coffee, craft beer, and live music make a great pairing at Brownie Art and Picked Circle Brewing.
- Launch your kilt or sign for a beerly paddle on the Yakima River.
- Find the tips of the season at the Prosser Farmers Market and visit the historic Downtown.
- Have a pretty view of The Bankhouse Studio in pick up a piece of local artwork at The Expressions Studio.



PAINTED PONIES

PROSSER 2026 EVENTS

- SPRING & SUMMER**
 - Prosser Sin 6 Stroll (3/21)
 - Scottish Fest & Highland Games (6/13)
 - Old Fashioned 4th of July Celebration & Car Show (7/4)
 - Art Walk & Wine Gala (7/18)
- FALL & WINTER**
 - Stares Day Celebration (9/21)
 - Great Prosser Balloon Rally, Harvest Festival & Street Painting (9/25-27)
 - Bubbles & Bites (11/7)
 - Christmas Tree Lighting with Santa and Lighted Christmas Vehicles (12/4)

**CITY OF PROSSER WASHINGTON
REGULAR CITY COUNCIL MEETING
TUESDAY, APRIL 28, 2026**

CALL TO ORDER: Mayor Vegar called the Regular Meeting to order at 7:00 p.m. The meeting was held in Council Chambers located at 620 Market Street, 1st Floor, and virtually.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

ROLL CALL: Council Members Julie Mercer, Bill Jenkin, Felix Cortes, Maricela Sanchez, Carolina Licano, Steve Becken, and Anna Kellogg were present. Others in attendance were Mayor Gary Vegar, Attorney Benjamin Goodwin (virtual), City Administrator Rachel Shaw, City Clerk Jacqueline Renteria, Finance Director Toni Yost, Police Chief John Markus and Public Works Director Marty Groom.

APPROVAL OF AGENDA: Motion was made by Council Member Becken, seconded by Council Member Kellogg, to approve the agenda as presented. *PASSED 7 YES, 0 NO, 0 ABSENT.*

CITIZEN PARTICIPATION:

Rita Brown, Prosser, WA, requested modifications to the Farmers Market agreement, including adding May 30, 2026, participation in the June 13 Flag and Flight Festival, and adjusting July 4 market hours. City Administrator Shaw advised that a formal contract amendment if there was a consensus among Council. Council was in favor of approving the changes.

Maggie and Winnie Riley, Prosser, WA, representatives of the Girl Scouts presented cookies to the Prosser Police Department in appreciation of their service to the community.

MAYOR AND CITY COUNCIL REPORTS AND COMMENTS: Mayor Vegar invited Council Member comments. Council Member Kellogg requested a review of the municipal code provisions related to sandwich boards fees during the May work session and expressed opposition to the current fee.

Council Member Cortes shared that she volunteered at the Mother and Son Dance.

Council Member Mercer announced that the Princess Theatre Block Party and that Prosser received certification as Creative District through ArtsWA. Signage recognizing the designation is coming soon.

Council Member Sanchez reflected on the recent power outage, noting that it created a positive atmosphere in town with families gathering and walking throughout the community, and expressed appreciation for the sense of community it brought.

Council Member Jenkin commented on the Rotary Club's fundraising efforts.

Council Member Licano shared that Spring Barrel Weekend was well attended and successful. She also highlighted the inaugural Direct to Consumer Symposium held at the Water Clore Center, noting the positive momentum surrounding tourism and the efforts of the Prosser Wine Network to bring visitors to the community.

Mayor Vegar recognized the Public Works Department for planting two trees at Whitehead Fountain Park and another tree in partnership with Benton County in celebration of Benton County Courthouse Centennial. Mayor Vegar also shared that work continues with Rupert on the Visioning Program, including community interviews and development of an actionable plan. Additionally, Mayor Vegar highlighted several new businesses and recent ribbon cuttings in the community.

CITY ADMINISTRATOR REPORTS AND COMMENTS:

Introduction of Community Service Officer - Vanessa Hunsaker

Mayor Vegar introduced the new Community Service Officer Vanessa Hunsaker and noted her former experience as a teacher.

City Administrator Shaw shared updates regarding gun range tours offered through Horse Heaven Sportsman Society, relocation request of the City sign from the Conference Room to the Council Chambers, and the successful Mother and Son Dance with 180 tickets sold. Shaw also reported the City received a \$6,700 recreation grant for a field painter, invited Council to the Grocery Outlet owners' farewell event, and noted strong attendance at the recent Science Fair, including participation from the City's Planners at Nexus Planning Services.

CONSENT AGENDA: Motion was made by Council Member Mercer, seconded by Council Member Sanchez, approve Consent Agenda Items "A-E". Motion passed 7 YES, 0 NO, 0 ABSENT.

- a) Approve payment of payroll check nos. 10075 electronic payments in the amount of \$19,350.91 for the period ending December 15, 2025.
- b) Approve payment of payroll electronic payments in the amount of \$19,602.31 for the period ending April 15, 2026.
- c) Approve payment of claim check nos. 31671 through 31722 and Electronic Payments in the amount of \$192,860.99 for the period ending April 28, 2026.
- d) Approve the March 2026 Financial Statement.
- e) Approve meeting minutes for March 3, and March 10, 2026.

Motion was made by Council Member Kellogg, seconded by Council Member Cortes, to approve Consent Agenda Item "F" as amended. Motion passed 7 YES, 0 NO, 0 ABSENT.

- f) Approve meeting minutes for April 14, 2026.

COUNCIL ACTION:

CONFIRM THE APPOINTMENT TO THE CIVIL SERVICE COMMISSION AS APPOINTED BY MAYOR VEGAR: Motion was made by Council Member Becken, seconded by Council Member Jenkin to confirm the appointment of Don Aubrey to the Civil Service Commission as appointed by Mayor Vegar and Direct the City Clerk to Administer the Oath of Office. *PASSED 7 YES, 0 NO, 0 ABSENT.*

RESOLUTION NO. 26-1869 UPDATING THE CITY'S MISSION, VISION, AND CORE VALUES STATEMENTS: Motion was made by Council Member Kellogg, seconded by Council Member Cortes to adopt Resolution No. 26-1869 updating the City's Mission, Vision and Core Values Statement. *PASSED 7 YES, 0 NO, 0 ABSENT.*

RESOLUTION NO. 26-1870 AMENDMENT TO RESOLUTION NO. 26-1854 REMOVING RIVERFRONT PROPERTY FROM SURPLUS STATUS: Motion was made by Council Member Cortes, seconded by Council Member Mercer to adopt Resolution No. 26-1870 replacing Resolution No. 26-1854 to remove the Riverfront Property from surplus status and retain it for public use. *PASSED 5 YES, 2 NO (Jenkin, Becken), 0 ABSENT.*

RESOLUTION NO. 26-1871 AUTHORIZING THE SALE OF SURPLUS CITY OWNED PROPERTIES: Motion was made by Council Member Kellogg, seconded by Council Member Cortes to adopt Resolution No. 26-1871 authorizing the Sale of Surplus City Owned Properties. *PASSED 7 YES, 0 NO, 0 ABSENT.*

ORDINANCE NO. 26-3308 UPDATING PMC 2.04.020 COUNCIL MEETING START TIME: Motion was made by Council Member Kellogg, seconded by Council Member Cortes to adopt Ordinance No. 26-3308 amending PMC 2.04.020 to establish a 6:00 p.m. start time for City Council regular meetings and work sessions. *PASSED 7 YES, 0 NO, 0 ABSENT.*

ORDINANCE NO. 26-3309 UPDATING PMC 2.05 UPDATING THE BUDGET AND FINANCE COMMITTEE MEETING TIME: Motion was made by Council Member Kellogg, seconded by Council Member Cortes to adopt Ordinance No. 26-3309 updating PMC 2.05 relating to the Budget and Finance Committee and updating the meeting time to 5:30 p.m. *PASSED 7 YES, 0 NO, 0 ABSENT.*

ORDINANCE NO. 26-3310 ADOPTING THE 5TH AMENDED CITY COUNCIL RULES OF PROCEDURE POLICY: Motion was made by Council Member Kellogg, seconded by Council Member Mercer to adopt Ordinance No. 26-3310 amending the City Council Rules of Procedure Policy. *PASSED 7 YES, 0 NO, 0 ABSENT.*

HLA TASK ORDER AGREEMENT NO. 26047 FOR AQUIFER STORAGE & RECOVERY FEASIBILITY PILOT TESTING AT CITY WELL NO. 4B AND DEPARTMENT OF ECOLOGY GRANT AGREEMENT: A motion was made by Council Member Kellogg, seconded by Council Member Mercer to approve HLA Task Order Agreement No. 26047 for Aquifer Storage & Recovery Feasibility Pilot Testing at City Well No. 4B and Department of Ecology Grant Agreement and authorize the Mayor or his designee to execute both agreements. *PASSED 6 YES, 1 NO (Sanchez), 0 ABSENT.*

COUNCIL DISCUSSION:

Presentation and discussion of the ADA Self Evaluation and Transition Plan and ADA Safety Action Plan

Council received a presentation to review the 2026 ADA Self Evaluation and Transition Plan. The plan identifies accessibility barriers within the public right-of-way, including sidewalks, curb ramps, crosswalks, parks, and railroad crossings, and outlines strategies for future ADA improvements. The plan includes inventory findings, estimated improvements costs, and compliance priorities. The plan also incorporates public outreach efforts and recommendations for future capital improvement planning. This item will return to Council for adoption on May 12, 2026.

6th Street Sidewalk Improvements from Prosser Avenue to Dudley Avenue and Authorize Staff to Use Budgeted Funds for this Purpose

Council discussed the Sixth Street Sidewalk Improvements Project, which includes sidewalk improvements on both sides of 6th Street from Prosser Avenue to Dudley Avenue. Staff reported that preliminary engineering and construction cost estimate total approximately \$593,980, exceeding the originally budgeted \$250,000 in Transportation Benefit District funds due to storm drainage, curb, gutter, ADA ramp, and paving improvements. Staff requested Council direction regarding budget amendment and the allocation of additional TBD and REET funds for the project.

Council discussed stormwater drainage options related to the sidewalk improvement project, including underground infiltration and dry wells. Staff explained that design requirements are based on Eastern Washington Stormwater Manual standards. Council is open to exploring opportunities to remove a portion of pavement to improve water infiltration, cooling and beautification of this area and reduce the cost of the project.

ORDINANCE UPDATING PROSSER MUNICIPAL CODE 12.04 AND 12.05 SIDEWALKS MAINTENANCE AND CONSTRUCTION REQUIREMENTS: Council reviewed a proposed ordinance updating Prosser Municipal Code Chapters 12.04 and 12.05 related to Complete Streets and sidewalk construction and maintenance requirements. Staff explained the update would clarify property owner and City responsibilities, establish new enforcement and permit procedures, and modernize sidewalk maintenance standards. Council also

discussed the proposed Prosser Pathway Partnership Program, which would provide cost-sharing assistance for residential sidewalk repairs, including additional support for qualifying low-income households. Staff requested Council directions and indicated the ordinance would return at a future meeting for consideration of adoption.

EXECUTIVE SESSION:

RCW 42.30.140(4)(a)(b) and RCW 42.30.110(1)(c)

At 9:05 p.m., Mayor Vegar recessed the Regular Meeting of the Prosser City Council to hold an Executive Session pursuant to RCW 42.30.140(4)(a) and RCW 42.30.110(1)(c). The session was expected to last 30 minutes and was to include Mayor and Council Members, Attorney, City Administrator, City Clerk, Finance Director, and Police Chief.

At 9:35 p.m., Mayor Vegar reconvened the Regular Meeting and stated no action was taken during the Executive Session.

ACTION ITEMS: Motion was made by Council Member Kellogg, seconded Council Member Cortes to authorize the Mayor and/or his designee to negotiate purchase and sale agreement for the property located at 1002 Dudley Ave., Prosser, WA. *PASSED 7 YES, 0 NO, 0 ABSENT.*

Motion was made by Council Member Kellogg, seconded by Council Member Jenkin to authorize the Mayor and/or his designee to surplus a portion of the Sprayfield and bring back a resolution at a future City Council meeting for consideration of adoption and authorize staff to schedule a public hearing to consider public testimony. *PASSED 7 YES, 0 NO, 0 ABSENT.*

ADD-ON ITEMS: (None)

ADJOURNMENT: There being no further business, the Regular Meeting was adjourned at 9:37 p.m.

Jacqueline Renteria, City Clerk

Date Approved: May 26, 2026

CITY OF PROSSER, WASHINGTON

AGENDA BILL

Agenda Title:

Approve the Special Event Permit Application and Fireworks Ban Special Use Waiver for the Prosser Scottish Festival and Highland Games to be held on June 20, 2026, at the Prosser Wine and Food Park.

Item Type:

Consent Agenda

Meeting Date:

May 26, 2026
Regular City Council Meeting

Department:

Recreation

Director:

Rachel Shaw

Contact Person:

Kathya Martinez

Phone Number:

509-786-8225

Cost of Proposal:

N/A

Fund Name and Number:

N/A

Amount Budgeted:

N/A

Reviewed by Finance Department:

N/A

Attachments to Agenda Packet Item:

1. Special Event Application (Site Map, Port of Benton Use of Property and Amplified Sound Letter Notice)

Summary Statement:

The Prosser Scottish Festival and Highland Games described by the applicant as “a day filled with Scottish flair and family-friendly festivities” and “a vibrant celebration of Scottish culture.” Approval also includes the Fireworks Ban Special Use Waiver request for the traditional Anvil Launch demonstration as part of the event activities.

Consistent with Council Goal:

Recommended Action/Suggested Motion:

Recommended Motion: Approve the Special Event Permit Application and Fireworks Ban Special Use Waiver for the Prosser Scottish Festival and Highland Games to be

held on June 20, 2026, at the Prosser Wine and Food Park.

<u>Reviewed by Department Director:</u> Rachel Shaw Date: May 21, 2026	<u>Reviewed by City Attorney:</u> Benjamin Goodwin Date: May 22, 2026	<u>Approved by City Administrator:</u> Rachel Shaw Date: May 21, 2026
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CITY OF PROSSER

PARKS & RECREATION

620 Market St, 1st Floor
Prosser, WA 99350
(509)786-8225 Fax: (509)786-3717

SPECIAL EVENT PERMIT APPLICATION

☐ Application Review Fee: \$50R/\$60NR (nonrefundable) due at the time of application	For Office Use: Date Received: _____ Date Routed for Reviewed: _____ Permit No. _____
☐ Submittal Deadline: A minimum of 30 days prior to the proposed event date Additional \$75 expedited fee if less than 30 days	
☐ Supporting Documentation: 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: Prosser Chamber of Commerce

PERSON RESPONSIBLE FOR EVENT: Larelle Michener

PHONE NO.: 5097863177 CELL PHONE NO.: _____

EMAIL ADDRESS: events@prosserchamber.org

ADDRESS: 1230 Bennett Ave CITY: Prosser STATE: WA ZIP: 99350

EVENT(S) INFORMATION

EVENT NAME: Prosser Scottish Festival and Highland Games

LOCATION OF EVENT: Prosser Wine & Food Park EXPECTED NO. OF ATTENDEES: 2500

DATE(S) OF EVENT: June 20, 2026 START TIME: 9am END TIME: 6pm

DATES AND TIME FOR SET UP: June 19, all day BREAK DOWN: June 21, all day

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

A day filled with Scottish flair and family-friendly festivities at the Prosser Scottish Fest. This annual event promises a vibrant celebration of Scottish culture, featuring Heavy Athletics and Clan gatherings, Celtic bands and Highland Dance, Scottish food and merchandise vendors, and the Flying Anvil Pub as well as our signature anvil launch.

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

REV(12/25)

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 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: _____*

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: _____

ITEMS PROVIDED BY APPLICANT (Check all that apply)

- ☒ Porta-Potty ☒ Dumpster ☐ Water (Hydrant) ☐ First Aid Station ☒ Traffic Control
☒ Litter Patrol ☒ Volunteers OTHER: _____

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)

CITY REQUIREMENTS

You must have the following before approval for your event can be considered: LM
Initials: _____

- A minimum \$1,000,000 Certificate of Liability Insurance listing the City of Prosser as an additional insured, if your event is taking place on City property and depending on the type of event, the insurance requirements may vary. The original certificate must be filed with the City Clerk and a copy attached to this application prior to permit being issued.
- **Please note:** Caterers, vendors, concessionaires, exhibitors, entertainers, promoters, or sponsors involved in your event may be required to carry their own liability insurance. Coverage amounts and requirements can vary depending on the type of service provided.
- A copy of the permit obtained for the sale or consumption of food, beverages, or alcohol *(if applicable)*.
- A letter from property owners authorizing the use of private property for your event *(if applicable)*.

I, the undersigned, do hereby certify that, to the best of my knowledge, the information on this application and other submitted information is true and correct. In addition, I understand that the City's acceptance of this application and any fees does not constitute submittal of a valid application or guarantee approval of my request. I further understand that I am responsible for following all the guidelines for the event as set forth in the Prosser Municipal Code (PMC) 5.30. Any person found to be in violation of this section will have their permit revoked and the event will be immediately terminated.

eSigned via GovOS.com
Larelle Michener
Key: 51ed125ed1c3176b1ad0049406605

04-23-2026

Applicant Signature

Date

Property Owner's Signature (if applicable) Date

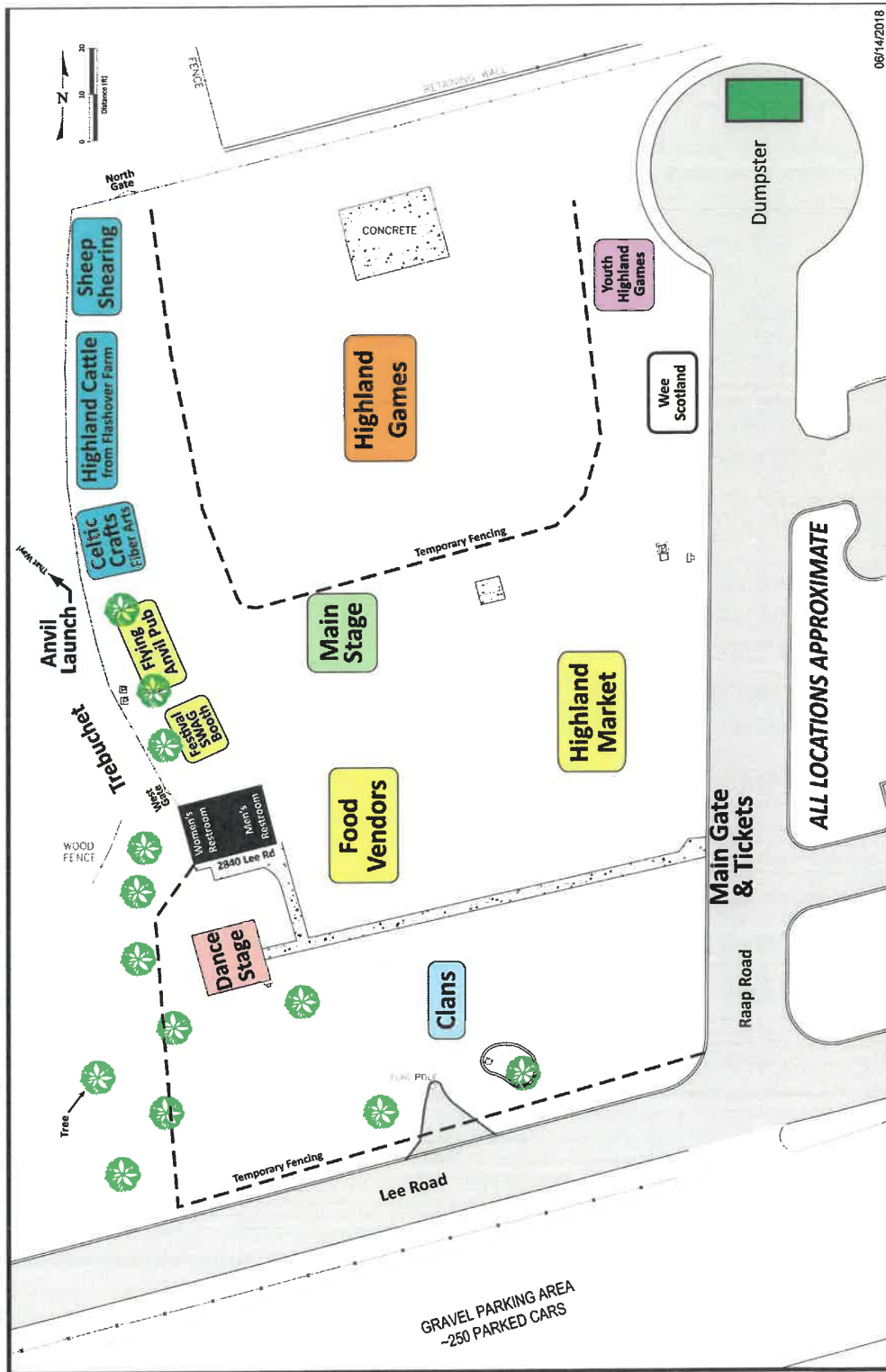
NOTE: This form is subject to public disclosure. This institution is an equal opportunity provider and employer.

FOR OFFICE USE ONLY

Application Form – completed and signed	Detail Site Plan (attached)
Facility Fee Paid: Resident: \$ _____ Non Resident: \$ _____	Certificate of Insurance
Police Officer # of Officers: _____ # of Hours: _____	Nonprofit or Charitable Verification
Public Works Staff – # of Officers: _____ # of Hours: _____	Board of Health Permit(s) for Food Vendors
Expedited Processing Fee: \$75 (if event is less than 30 days) \$ _____	Washington Liquor Permit (for sale or consumption)
☐ Approved ☐ Approved, with conditions ☐ Denied By: _____ Date: _____ Approval Conditions: _____ Reason for Application Denial: _____	

REV(12/25)

Prosser Wine & Food Park **PROSSER SCOTTISH FEST & HIGHLAND GAMES**





PORT OF
BENTON

INDEMNIFICATION AGREEMENT
USE OF PORT PROPERTY

INDEMNITEE: **PORT OF BENTON**, a municipal corporation of the State of Washington, hereafter referred to as "Port".

INDEMNITOR: **PROSSER CHAMBER OF COMMERCE**, hereafter referred to as "Indemnitor"

DESCRIPTION: **USE OF PORT LAND FOR PUBLIC EVENT PARKING**
SCOTTISH FEST

June 20, 2026, from 6 a.m. to 11 p.m.

Indemnitor has requested and Port has approved the use of public property on the days of the event(s) scheduled above and as depicted on Exhibit A hereto.

Indemnitor agrees to keep clean, remove rubbish, maintain, and repair damaged property during/after event, in a manner acceptable to the Port and provide for traffic control as may be necessary. Indemnitor agrees that the ongoing use of overflow public parking on Port land is not intended outside this indemnification request. Indemnitor will provide insurance documents to the Port for use of the property.

WHEREAS, the Port has agreed to allow the Indemnitor to use Port property for the above-described public purposes.

WHEREAS, the Indemnitor will benefit from the use of Port property and the Indemnitor understands and agrees that the Port will allow its property to be used only if the Port is held harmless from any liability, damages, expense or cost arising from their use. Indemnitor further agrees to provide proof of liability insurance naming the Port as additional insured in coverage limits not less than \$2,000,000 aggregate / \$1,000,000 each occurrence.

WHEREAS, the Indemnitor is willing to indemnify and hold the Port harmless from liability in consideration of the use of the Port's property.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereby agree as follows:

The Indemnitor agrees to limit its use of the Port property to the activities specifically identified in this Agreement and the Indemnitor will not allow the property to be used for any other purpose.



PORT OF
BENTON

As a condition for the use of the Port's property, the Indemnitor agrees to indemnify and hold the Port, its employees and agents harmless from and against all claims, damages, losses and expenses, including attorney's fees, court costs and any costs of appeal arising from any injury, death or damage which may be sustained or incurred by any person or property and which may directly or indirectly result from any negligent act or omission by the Port, its employees or agents resulting from any act, omission, neglect or misconduct irrespective of whether claims, damages, losses or expenses were actually or allegedly caused wholly or in part through the negligence of any other person or party or arising from any failure, neglect, act or omission by the Port, its employees or agents with regard to any law, requirement, ordinance or regulation of any governmental authority.

In any and all claims against the Port, its employees or agents, which are subject to this indemnity, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Indemnitor under the Washington Workmen's Compensation Act, disability acts or other employee benefit acts.

The right to use the Port of Benton's property period shall be the dates stated only.

DATED this 3rd day of April, 2026

PORT OF BENTON:

By: _____

Print Name: Ron Branine

Title: INTERIM EXECUTIVE DIRECTOR

INDEMNITOR:

By: 

Print Name: Nicole Jech or Larelle Michener

Title: Executive Director - Events Coordinator

Contact Name / #: 509-786-3177

3250 Port of Benton Blvd. · Richland Wa. 99354 · 509.375.3060



PORT OF
BENTON

**EXHIBIT A to
INDEMNIFICATION AGREEMENT**

**Scottish Fest
Prosser Wine & Food Park, Prosser**



3250 Port of Benton Blvd. · Richland Wa. 99354 · 509.375.3060



Amplified Sound Notification

Dear Home owner/Business owner,

We are writing to inform you that during the Prosser Scottish Fest & Highland Games, held at 2480 Lee Road on June 20, 2026, there will be amplified sound and pyrotechnics.

When:

The dance competition piper will play from approximately 8:00 am-2:00 pm

Mainstage music will take place intermittently from 9:30 am until 5:30 pm

The pipe band will play 4 or 5 times throughout the day between 9:00 am and 6:00 pm

The Anvil Launch will take place during the opening ceremonies at 12:00 pm and again during the closing ceremonies at 6:00 pm.

If you have any questions about the day or concerns regarding the amplified sound please feel free to contact us at the information below.

Thank you,

Larelle Michener

Event's Coordinator

Prosser Chamber of Commerce

events@prosserchamber.org

509-786-3177

**CITY OF PROSSER, WASHINGTON
PUBLIC HEARING NOTICE
2027-2032 SIX-YEAR TRANSPORTATION
IMPROVEMENT PROGRAM**

NOTICE IS HEREBY GIVEN by the undersigned City Clerk of the City of Prosser, Washington, that the Prosser City Council will conduct a Public Hearing on Tuesday, May 26, 2026 at 6:00 p.m., or as soon thereafter as may be heard, for the purpose of receiving citizen comments regarding the 2027-2032 Six Year Transportation Improvement Program (STIP).

City Council meetings are held in-person at 620 Market Street, 1st Floor, Prosser, WA. In addition, individuals may attend the meeting virtually. To join the meeting online, use the following link: <https://prosser.webex.com/meet/prosser>. To join by phone: Dial +1-206-207-1700, Access code: 231 459 39313, Hit #, No Attendee Code, Hit #.

The City asks all members of the public that wish to comment on Council agenda items, to please contact the Clerk's Office via email at clerk@ci.prosser.wa.us or by phone at (509) 786-2332, no later than 4:00 p.m., the day of the meeting. Please state your first and last name, city of residence and the agenda item you wish to comment on.

All interested persons are invited to participate. The Council will consider both oral and written comments. No qualified individuals with a disability shall be excluded or denied the benefit of participating in the Public Hearing. If you require assistance to comment at the Public Hearing, please contact Prosser City Hall at (509) 786-2332 at least 7 days prior to the date of the public hearing to make the proper arrangements.

Dated: May 6, 2026


Jacqueline Renteria, CMC
City Clerk

Publication Dates: May 13 & 20, 2026

CITY OF PROSSER, WASHINGTON

AGENDA BILL

<u>Agenda Title:</u> Resolution Adopting the Six-Year Transportation Improvement Program (STIP) 2027-2032 <u>Item Type:</u> Action		<u>Meeting Date:</u> May 26, 2026 Regular City Council Meeting	
<u>Department:</u> Public Works	<u>Director:</u> Marty Groom	<u>Contact Person:</u> Marty Groom	<u>Phone Number:</u> 509-786-8201
<u>Cost of Proposal:</u> N/A <u>Amount Budgeted:</u> N/A		<u>Fund Name and Number:</u> N/A	
<u>Reviewed by Finance Department:</u> TY 05/19/2026			
<u>Attachments to Agenda Packet Item:</u> 1. Resolution 2. Six Year Transportation Improvement Program (STIP)			
<u>Summary Statement:</u> 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. Council was presented the final draft of the Six yr STIP on May 12 and Council consensus was to proceed with the public hearing process and final adoption.			

The STIP schedule to adoption is revised as follows:

May 26 - Public Hearing and STIP adoption by Resolution

June 1 - Adopted STIP and signed Resolution to BFCOG

On or before July 1 - Adopted STIP and signed Resolution to WSDOT

Consistent with Council Goal:

Goal #4: Infrastructure & Transportation

Recommended Action/Suggested Motion:

***Recommended Motion:** Adopt Resolution No. 26-_____ approving the Six-Year Transportation Improvement Program 2027-2032.*

Reviewed by Department Director:

Marty Groom

Date: May 20, 2026

Reviewed by City Attorney:

Date:

Approved by City Administrator:

Rachel Shaw

Date: May 20, 2026

**CITY OF PROSSER, WASHINGTON
RESOLUTION NO. 26 _____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
PROSSER ADOPTING THE 2027-2032 SIX-YEAR
TRANSPORTATION IMPROVEMENT PROGRAM (STIP).**

WHEREAS, the City of Prosser is required by State Statute to adopt a Six-Year Transportation Improvement Program; and

WHEREAS, said projects are described in the 2027-2032 Six-Year Transportation Improvement Program, attached hereto and incorporated herein by reference; and

WHEREAS, all public hearings pursuant to RCW 35.77.010 have been held by the City Council, and all public comments have been received and have been considered by the Council; and

WHEREAS, the attached 2027-2032 Six-Year-Transportation Improvement Program is consistent with the City's Comprehensive Plan; and

WHEREAS, it is in the best interest of the City of Prosser to adopt the said 2027-2032 Six-Year Transportation Improvement Program;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Prosser that the 2027-2032 Six-Year Transportation Improvement Program, attached hereto and incorporated herein by reference, is adopted by the City Council as its 2027-2032 Six-Year Transportation Improvement Program.

ADOPTED by the City Council of the City of Prosser and **APPROVED** by the Mayor of the City of Prosser this ____ day of May, 2026.

MAYOR GARY VEGAR

ATTEST:

JACQUELINE RENTERIA, CITY CLERK

APPROVED AS TO FORM:

BENJAMIN GOODWIN, CITY ATTORNEY

Six Year Transportation Improvement Program
From 2027 to 2032

Agency: Prosser
County: Benton
MPO/RTPO: BFCG

Y InsideN 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
Totals				79,946		0	1,113,954	1,193,900

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

Six Year Transportation Improvement Program
From 2027 to 2032

Agency: Prosser
County: Benton
MPO/RTPO: BFCG

N InsideY 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
Totals				0		1,734,100	192,700	1,926,800

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

Six Year Transportation Improvement Program
From 2027 to 2032

Agency: Prosser
County: Benton
MPO/RTPO: BFCG

Y InsideN 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	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
Totals				4,005,400		0	625,100	4,630,500

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



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
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
Totals				0		645,500	71,700	717,200

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

Six Year Transportation Improvement Program
From 2027 to 2032

Agency: Prosser
County: Benton
MPO/RTPO: BFCG

N InsideY 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	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
Totals				0		0	1,731,500	1,731,500

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



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	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
Totals				3,103,600		0	484,400	3,588,000

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

Six Year Transportation Improvement Program
From 2027 to 2032

Agency: Prosser
County: Benton
MPO/RTPO: BFCG

N InsideY 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	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
Totals				0		1,986,600	496,600	2,483,200

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

Six Year Transportation Improvement Program
From 2027 to 2032

Agency: Prosser
County: Benton
MPO/RTPO: BFCG

N InsideY 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
Totals				0		791,300	197,800	989,100

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	114,100
CN	0	0	0	0	875,000
Totals	0	0	0	0	989,100

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
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
Totals				0		0	2,940,000	2,940,000

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

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



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	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
Totals				0		1,115,100	58,700	1,173,800

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

Six Year Transportation Improvement Program
From 2027 to 2032

Agency: Prosser
County: Benton
MPO/RTPO: BFCG

Y InsideN 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	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
Totals				0		567,300	29,900	597,200

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



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	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
Totals				0		763,000	40,100	803,100

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



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	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
Totals				0		570,400	63,400	633,800

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



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	97,200	0	97,200
P	CN	2028		0	SRTS	810,200	0	810,200
Totals				0		907,400	0	907,400

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

	Federal Funds		State Funds	Local Funds	Total Funds
Grand Totals for Prosser	4,085,346		3,923,200	1,931,154	9,939,700

**CITY OF PROSSER, WASHINGTON
NOTICE OF PUBLIC HEARING
SURPLUS PROPERTY**

NOTICE IS HEREBY GIVEN by the undersigned City Administrator of the City of Prosser, Washington, that the Prosser City Council will conduct a Public Hearing on Tuesday, May 26, 2026, at 6:00 p.m., or as soon thereafter as may be heard, for the purpose of receiving citizen comments regarding the disposal and surplus of certain property owned by the Sewer Fund as listed below:

- Sprayfield Property 48.52 acres – Parcel No. 136944020052005
- Miscellaneous Broken Tools

City Council meetings are held in-person at 620 Market Street, 1st Floor, Prosser, WA. In addition, individuals may attend the meeting virtually. To join the meeting online, use the following link: <https://prosser.webex.com/meet/prosser>. To join by phone: Dial +1-206-207-1700, Access code: 231 459 39313, Hit #, No Attendee Code, Hit #

The City asks all members of the public that wish to comment on Council agenda items, to please contact the Clerk's Office via email at clerk@ci.prosser.wa.us or by phone at (509) 786-2332, no later than 4:00 p.m., the day of the meeting. Please state your first and last name, city of residence and the agenda item you wish to comment on.

All interested persons are invited to participate. The Council will consider both oral and written comments. No qualified individuals with a disability shall be excluded or denied the benefit of participating in the Public Hearing. If you require assistance to comment at the Public Hearing, please contact Prosser City Hall at (509) 786-2332 at least 7 days prior to the date of the public hearing to make the proper arrangements.

Dated May 6, 2026



Rachel Shaw, MMC
City Administrator

Publication Dates: May 13th and May 20th, 2026

CITY OF PROSSER, WASHINGTON

AGENDA BILL**Agenda Title:**Resolution Surplusing City of Prosser
Property**Item Type:**

Consent Agenda

Meeting Date:May 26, 2026
Regular City Council Meeting**Department:**

Finance

Director:

Toni Yost

Contact Person:

Lindsay Bardessono

Phone Number:

(509) 786-2332

Cost of Proposal:

N/A

Fund Name and Number:

N/A

Amount Budgeted:

N/A

Reviewed by Finance Department:

TY 05/19/2026

Attachments to Agenda Packet Item:

1. Surplus Property Resolution
2. Exhibit "A" (list of items to surplus)

Summary Statement:

The Resolution declares surplus certain property which has been used by the City of Prosser, and which occupies space which it desires to more efficiently use. The Resolution authorizes the Mayor or his designee, to sell the assets if the cost of sale is less than the value of the property and authorizes him to dispose of the property otherwise.

Consistent with Council Goal:

Goal #2: Financial Sustainability

Recommended Action/Suggested Motion:

Recommended Motion: Adopt Resolution No. 26-_____ Surplusing City of Prosser Property.

<u>Reviewed by Department Director:</u> Toni Yost Date: May 19, 2026	<u>Reviewed by City Attorney:</u> Date:	<u>Approved by City Administrator:</u> Rachel Shaw Date: May 20, 2026
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CITY OF PROSSER, WASHINGTON
RESOLUTION NO. 26-_____

**A RESOLUTION DECLARING CERTAIN PROPERTY OF THE CITY
OF PROSSER TO BE SURPLUS AND AUTHORIZING THE DISPOSAL
OF SAID PROPERTY.**

WHEREAS, the City of Prosser has accumulated certain items of personal property which items are listed on the attached exhibit “A”, which items are no longer needed by the City of Prosser; and,

WHEREAS, the City Council of the City of Prosser believes that such property is surplus to the needs of the City and disposal of such property is for the common benefit;

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Prosser as follows:

1. That the property listed on the attached Exhibit “A” is hereby declared surplus to the needs of the City of Prosser;
2. That it is deemed to be for the common benefit of the Citizens of the City of Prosser to dispose of such surplus property; and
3. That the Finance Director or his/her designee is authorized to dispose of the items listed on Exhibit “A” in a commercially reasonable manner which will be in the best interest of the City of Prosser, including but not limited to negotiation by private sale, auction or if the cost of sale exceeds the value of the property by disposal or donation to a charitable organization.

ADOPTED by the City Council of the City of Prosser and **APPROVED** by the Mayor of the City of Prosser this _____ day of June, 2026.

MAYOR GARY VEGAR

ATTEST:

JACQUELINE RENTERIA, CITY CLERK

APPROVED AS TO FORM:

BENJAMIN GOODWIN, CITY ATTORNEY

EXHIBIT “A”

Description	Fund	Inventory #
HACH Cod Reactor (broken)	407	WW-0100
YSI 550A BOD Meter (broken)	407	WW-0106
Pocket Colorimeter Test Kit (broken)	407	WW-096
YSI 55 Dissolved Oxygen Meter (broken)	407	WW-097
Orion Conductivity Meter (broken)	407	WW-098
YSI Pro BOD IDS (broken)	407	WW-113
John Deere Lawn Mower (broken)	407	WW-0149
Drill Press (broken)	407	WW-063
Dell PC (broken)	407	IT-090
Dell Monitor (broken)	407	IT-123
Samsung Monitor (broken)	407	IT-174
Dell Monitor (broken)	001	IT-218
Hikvision Digital Video Recorder (broken)	001	IT-219
Wireless Air Base Station for Old Telephone System (broken)	001	IT-437

CITY OF PROSSER, WASHINGTON

AGENDA BILL

<u>Agenda Title:</u> Confirm Appointments to Civil Service Commission and Planning Commission		<u>Meeting Date:</u> May 26, 2026 Regular City Council Meeting	
<u>Item Type:</u> Action			
<u>Department:</u> City Clerk	<u>Director:</u> Jacqueline Renteria	<u>Contact Person:</u> Jacqueline Renteria	<u>Phone Number:</u> (509) 786-2332
<u>Cost of Proposal:</u> N/A		<u>Fund Name and Number:</u> N/A	
<u>Amount Budgeted:</u> N/A			
<u>Reviewed by Finance Department:</u> N/A			
<u>Attachments to Agenda Packet Item:</u> 1. Boards, Commissions and Committee Appointment Listing			
<u>Summary Statement:</u> Annually, certain Boards and Commission position terms expire and need to be appointed or reappointed accordingly. Mayor Vegar has reappointed the following individuals to the various boards as seen in the attachment.			
<u>Consistent with Council Goal:</u> Goal #1: Livability & Quality of Life, Goal #2: Financial Sustainability, Goal #5: Operational Excellence & Communication			
<u>Recommended Action/Suggested Motion:</u> <i><u>Recommended Motion:</u> Confirm the appointment of Ken Drewel to the Civil Service Commission with a term ending on March 12, 2032 and Don Howell to the Planning Commission with a term ending on June 30, 2030.</i>			

City of Prosser
Boards, Commissions and Committees

Name	Committee	Term Length	Day/Time	Meeting Location	Meeting Location Address	Beginning of Current Term	Term Expiration	Appointment/ Reappointment Date
Steve Becken	Ben Franklin Transit Board	2 year term	2nd Thurs, 6:00 pm	BF Transit Admin Office	1000 Columbia Park Trail, Richland	1/1/2026	12/31/2027	1/6/2026
Gary Vegar (Alternate)	Ben Franklin Transit Board	2 year term	2nd Thurs, 6:00 pm	BF Transit Admin Office	1000 Columbia Park Trail, Richland	1/1/2026	12/31/2027	1/6/2026
VACANT	Benton County Clean Air Authority Board (County appoints)	4 year term	4th Thurs, 5:30 pm	Board Room	526 South Steptoe Street, Kennewick	11/16/2022	12/31/2026	-
John Markus	Benton County Law & Justice Committee	Ongoing	2nd Tues, 12:00 pm	BC Sheriff's Office	7320 W Quinault Ave, Kennewick	1/1/2008	Upon Resignation	-
VACANT	Benton County Mosquito Control Board	2 year term	4th Mon, 7:00 pm	BCMCB Office	4951 W Van Giesen St, West Richland	1/1/2025	12/31/2024	12/13/2022
Steve Becken	Benton Franklin Community Action Council	Ongoing	4th Thurs, 5:30 pm	BF Action Office	720 W Court St, Pasco	1/8/2008	Upon Resignation	1/8/2008
Maricela Sanchez	Benton Franklin Council of Governments	1 year term	3rd Fri, 10:00 am	BFCoG Office	Ben Franklin Transit, Conf Room	1/1/2026	12/31/2026	1/6/2026
Bill Jenkin	Benton Franklin Council of Governments	1 year term	3rd Fri, 10:00 am	BFCoG Office	Ben Franklin Transit, Conf Room	1/1/2026	12/31/2026	1/6/2026
Rachel Shaw	Benton Franklin Housing Continuum of Care (2163)	-	-	-	-	-	-	-
VACANT (Alternate)	Benton Franklin Housing Continuum of Care (2163)	-	-	-	-	-	-	-
Julie Mercer	Benton Franklin Solid Waste Advisory Council	1 year term	Qtly, 6:00 pm	WSU Ext, County Annex	5600 E W Canal Dr, Kennewick	1/1/2026	12/31/2026	1/6/2026
Rachel Shaw	Benton Franklin Surcharge Steering Committee (2060)	-	-	-	-	-	-	-
VACANT (Alternate)	Benton Franklin Surcharge Steering Committee (1406)	-	-	-	-	-	-	-
Jon Walls	Board of Adjustment	3 year term	1st Thurs, 6:00 pm	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	1/1/2029	1/6/2026
Dennis Carson	Board of Adjustment	3 year term	1st Thurs, 6:00 pm	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	1/1/2029	1/6/2026
Jackie Kimble	Board of Adjustment	3 year term	1st Thurs, 6:00 pm	City Hall	620 Market St - 1st Floor, Prosser	1/1/2024	1/1/2027	7/9/2024
Kathy Aubrey	Board of Adjustment	3 year term	1st Thurs, 6:00 pm	City Hall	620 Market St - 1st Floor, Prosser	1/1/2025	1/1/2028	12/10/2024
Dan Baldwin	Board of Adjustment	3 year term	1st Thurs, 6:00 pm	City Hall	620 Market St - 1st Floor, Prosser	1/1/2025	1/1/2028	12/10/2024
Steve Becken	Budget & Finance Committee	1 year term	2nd/4th Tues, 6:30pm	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	1/6/2026
Bill Jenkin	Budget & Finance Committee	1 year term	2nd/4th Tues, 6:30pm	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	1/6/2026
Felix Cortes	Budget & Finance Committee	1 year term	2nd/4th Tues, 6:30pm	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	1/6/2026
Carolina Licano (Alternate)	Budget & Finance Committee	1 year term	2nd/4th Tues, 6:30pm	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	1/6/2026
Bill Jenkin	Chamber Board	1 year term	2nd Fri, 7am	Chamber Office	1230 Bennett Ave, Prosser	1/1/2026	12/31/2026	1/6/2026
Carolina Licano (Alternate)	Chamber Board	1 year term	2nd Fri, 7am	Chamber Office	1230 Bennett Ave, Prosser	1/1/2026	12/31/2026	1/6/2026
Ken Drewel	Civil Service Commission	6 year term	2nd Thurs, 10:00 am	City Hall	620 Market St - 1st Floor, Prosser	3/13/2026	3/12/2032	5/26/2026
Dan Baldwin	Civil Service Commission	6 year term	2nd Thurs, 10:00 am	City Hall	620 Market St - 1st Floor, Prosser	3/13/2022	3/12/2028	9/13/2022
Don Aubrey	Civil Service Commission	6 year term	2nd Thurs, 10:00 am	City Hall	620 Market St - 1st Floor, Prosser	3/13/2024	3/12/2030	4/28/2026
Bill Jenkin	Council Policy and Procedures Committee	Ongoing	As Needed	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	Upon Resignation	1/6/2026
Gary Vegar	Council Policy and Procedures Committee	Ongoing	As Needed	City Hall	620 Market St - 1st Floor, Prosser	1/1/2024	Upon Resignation	1/2/2024
Julie Mercer	Council Policy and Procedures Committee	Ongoing	As Needed	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	Upon Resignation	1/6/2026
Gary Heslop	Council Salary Commission	4 year term	As Needed	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2029	1/6/2026
Johnny Prado	Council Salary Commission	4 year term	As Needed	City Hall	620 Market St - 1st Floor, Prosser	1/1/2024	12/31/2027	1/2/2024
Richard Potet	Council Salary Commission	4 year term	As Needed	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2029	1/6/2026
Anna Kellogg	Good Roads Committee	1 year term	3rd Wed, 6:00 pm	Location varies	-	1/1/2026	12/31/2026	1/6/2026
Julie Mercer (Alternate)	Good Roads Committee	1 year term	3rd Wed, 6:00 pm	Location varies	-	1/1/2026	12/31/2026	1/6/2026
Julie Mercer	Historic Downtown Prosser Association (HDP)	1 year term	1st Mon, noon	Depot Conference Room	1230 Bennett Ave, Prosser	1/1/2026	12/31/2026	1/6/2026
Maricela Sanchez (Alternate)	Historic Downtown Prosser Association (HDP)	1 year term	1st Mon, noon	Depot Conference Room	1230 Bennett Ave, Prosser	1/1/2026	12/31/2026	1/6/2026
Sue Derryberry - Receiver	Hotel/Motel Local Tax Advisory Committee	1 year term	As Needed	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	1/13/2026
Tom Denlea - Collector	Hotel/Motel Local Tax Advisory Committee	1 year term	As Needed	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	1/13/2026
VACANT - Collector	Hotel/Motel Local Tax Advisory Committee	1 year term	As Needed	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	1/13/2026
Carolina Licano - City	Hotel/Motel Local Tax Advisory Committee	1 year term	As Needed	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	1/13/2026
VACANT - Receiver	Hotel/Motel Local Tax Advisory Committee	1 year term	As Needed	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	1/13/2026
Gary Vegar	LEOFF Board	2 year term	1st Wed, 2:00 pm	BC Commissioner's Office	620 Market St - 1st Floor, Prosser	1/1/2025	12/31/2026	12/10/2024
Adrian Gonzalez	Parks and Recreation Open Space Advisory Committee	1 year term	TBD	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	11/25/2025
Anita Quinn	Parks and Recreation Open Space Advisory Committee	1 year term	TBD	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	11/25/2025
Blake Slonecker	Parks and Recreation Open Space Advisory Committee	1 year term	TBD	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	11/25/2025

City of Prosser
Boards, Commissions and Committees

Name	Committee	Term Length	Day/Time	Meeting Location	Meeting Location Address	Beginning of Current Term	Term Expiration	Appointment/ Reappointment Date
Cyndil Davis	Parks and Recreation Open Space Advisory Committee	1 year term	TBD	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	11/25/2025
Estevan Mendoza	Parks and Recreation Open Space Advisory Committee	1 year term	TBD	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	11/25/2025
Will Schmick	Parks and Recreation Open Space Advisory Committee	1 year term	TBD	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	11/25/2025
Anna Kellogg - City	Parks and Recreation Open Space Advisory Committee	1 year term	TBD	City Hall	620 Market St - 1st Floor, Prosser	1/1/2026	12/31/2026	1/6/2026
Carolina Licano	Prosser Economic Development Association	1 year term	1st Wed, 5:30 pm	Clare Center Conference	236 Port Ave, Suite A	1/1/2026	12/31/2026	1/6/2026
Anna Kellogg (Alternate)	Prosser Economic Development Association	1 year term	1st Wed, 5:30 pm	Clare Center Conference	236 Port Ave, Suite A	1/1/2026	12/31/2026	1/6/2026
Don Howell	Planning Commission Position No. 1	4 year term	3rd Thurs, 6:00 pm	City Hall	620 Market St - 1st Floor, Prosser	6/30/2026	6/30/2030	5/26/2026
VACANT	Planning Commission Position No. 2	4 year term	3rd Thurs, 6:00 pm	City Hall	620 Market St - 1st Floor, Prosser	6/30/2026	6/30/2030	
Michele Villarreal	Planning Commission Position No. 3	4 year term	3rd Thurs, 6:00 pm	City Hall	620 Market St - 1st Floor, Prosser	6/30/2023	6/30/2027	7/11/2023
Nancy Martinez	Planning Commission Position No. 4	4 year term	3rd Thurs, 6:00 pm	City Hall	620 Market St - 1st Floor, Prosser	6/30/2023	6/30/2027	5/23/2023
Aaron Williams	Planning Commission Position No. 5	4 year term	3rd Thurs, 6:00 pm	City Hall	620 Market St - 1st Floor, Prosser	6/30/2023	6/30/2027	5/23/2023
Bill Jenkin	Prosser Senior Citizens Club	1 year term	2nd Fri, 1:00pm	Community Center	1231 Dudley Ave, Prosser	1/1/2026	12/31/2026	1/6/2026
Marty Groom	RTPO (Regional Transportation) {TAC - Technical Advisory Committee}	1 year term	1st Thurs, 11:00 am	Location varies	-	1/1/2026	12/31/2026	1/6/2026
Steve Becken	Yakima Basin Fish & Wildlife Recovery Board	1 year term	Qtly, 2 p.m.	YBFWRB Office	1200 Chesterly Drive, Suite 280, Yakima	1/1/2026	12/31/2026	1/6/2026
Carolina Licano	Yakima Valley Tourism Committee	1 year term		Yakima, WA	10 North 8th Street, Yakima	1/1/2026	12/31/2026	1/6/2026

Last Modified: 5-26-2026

CITY OF PROSSER, WASHINGTON

AGENDA BILL

<u>Agenda Title:</u> Resolution Committing Match Funds for the City Park Youth Obstacle Challenge Course Project <u>Item Type:</u> Consent Agenda		<u>Meeting Date:</u> May 26, 2026 Regular City Council Meeting	
<u>Department:</u> Finance	<u>Director:</u> Toni Yost	<u>Contact Person:</u> Kathya Martinez	<u>Phone Number:</u> 509-786-2332
<u>Cost of Proposal:</u> City Contribution - \$214,000 RCO Grant - \$498,000 TOTAL Project = \$712,000 <u>Amount Budgeted:</u> None		<u>Fund Name and Number:</u> 109 - Parks Reserve & 111 - Municipal Capital Improvements	
<u>Reviewed by Finance Department:</u> TY 05/20/2026			
<u>Attachments to Agenda Packet Item:</u> 1. Resolution committing and identifying required match 2. RCO Applicant Resolution/Authorization identifying authorized signatories for the city			
<u>Summary Statement:</u> With the support and guidance of the PROS Committee the city prepared and submitted an application to the Washington State Department of Recreation Conservation Office (RCO) for grant funding. This project includes the construction of a obstacle challenge course designed to serve youth between the ages of 10-18+ The recently constructed playground has been well received by the youngest in our community, but it was not constructed to serve them beyond age 10. The new park will allow the whole family to enjoy the park together - the core purpose for our parks. It is important to note that the city has not been awarded funds at this point in time. We are continuing through the application process and that process requires that the presented resolutions be approved and submitted to RCO to attach to our application.			

Consistent with Council Goal:

Goal #1: Livability & Quality of Life, Goal #4: Infrastructure & Transportation, Goal #5: Operational Excellence & Communication

Recommended Action/Suggested Motion:

Recommended Motion: Approve Resolution No. 26 - _____ committing match funds for the City Park Youth Obstacle Challenge Course Project and authorize the Mayor to sign the RCO Applicant Resolution/Authorization form.

Reviewed by Department Director:

Toni Yost

Date: May 20, 2026

Reviewed by City Attorney:

Benjamin Goodwin

Date: May 21, 2026

Approved by City Administrator:

Rachel Shaw

Date: May 20, 2026



Applicant Resolution/Authorization

Organization Name (sponsor) City of Prosser, WA

Resolution No. or Document Name _____

Project(s) Number(s), and Name(s) City Park Youth Obstacle Challenge Course - 26-1652

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	Toni Yost - Finance Director
Project contact (day-to-day administering of the grant and communicating with the RCO)	Kathya Martinez - Recreation Manager
RCO Grant Agreement (Agreement)	Gary Vegar - Mayor
Agreement amendments	Gary Vegar - Mayor
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	Gary Vegar- Mayor

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

acquired in fee acquired in fee must be immediately made available to the public unless otherwise provided for in other policy, the policy may be authorized in writing by the Office of Policy Development or by the O

12.12 For Development, Restoration, Enhancement, and Restoration Projects Only: If the organization owns the project property, the organization acknowledges that any property that is developed, developed, enhanced, or restored with grant assistance will be held in trust for the purpose of the grant in perpetuity pursuant to the grant instrument, and the organization agrees to sign a deed or other instrument conveying the property to the grantor, or to the grantor's program policy, or OC writing and per written agreement or amendment thereto, or an amendment thereto.

13.13 For Development, Renovation, Enhancement, and Restoration Project, Catholic Relief Organization If and Regional Development Organization NOT the property of the organization acknowledged that and is jointly owned by our owned by our organization that is developed, renovated, item that is developed with grant assistance must or restored with grant assistance dedicated for the purpose of dedicated for the purpose of the program policies required by grant provider and the wise provisions for the Agreement Agreement and grant agreement thereto.

14.10 Only for Projects that are located in Puget Sound Water Resources Inventory Areas 1 through 9 or in Puget Sound Water Resource Inventory Area 10 that are applying for funding from the following sources: Critical Habitat, Natural Areas Regional Enhancement, State Riparian Restoration, and Fish Protection, or Wildlife Habitat Conservation, Aquatic Lands Enhancement, Acquisition and Easement Acquisition, or the Puget Sound and Restoration program, or a Salmon Recovery Funding Board approved restoration program. Our organization's participation in the following projects does not conflict with the does not conflict with the Bagley Amendment as it was developed by the Puget Sound Partnership pursuant to RCW 90A.10.010.

15.15 This resolution/decision/submission is deemed to be a part of application for the application to the OfOf

16. Our organization warrants and Our organization that this resolution is its sole and lawful act and lawfully adopted following the requirements of our organization and applicable laws and public policy and applicable organization has full legal authority to carry out the terms, conditions, covenants, promises, obligations and promises and obligations set forth herein.

This resolution authorizes the signatory approved ~~approved~~ of the resolving body of on behalf of the ~~signing body~~ of our our following authorized member(s) ~~authorized member~~

SignedSigned

Title	Mayor	Date

On File at:On File at:

This Applicant Resolution/Authorization was adopted by Resolution/Authorization held meeting held (Local Governments and Nonprofit Organizations Only) and Nonprofit Organ

Location: Prosser, WA Date:

Washington State Attorney General's Office / Washington State Attorney General's Office

Approved as to form moved as to form  2/13/2020 2/13/2020
Assistant Attorney General Attorney General Date Date

You may reproduce the above language use the above language in your text format change main format, however

CITY OF PROSSER, WASHINGTON
RESOLUTION NO. 26-_____

**A RESOLUTION AUTHORIZING THE MAYOR/OR HIS
DESGINEE TO APPLY FOR GRANT ASSISTANCE WITH
WASHINGTON STATE RECREATION CONSERVATION
OFFICE (RCO) FOR A THE CITY PARK YOUTH OBSTACLE
CHALLENGE COURSE PROJECT AS OUTLINED IN EXHIBIT
“A”.**

WHEREAS, the City of Prosser has identified City Park as an area of improvement; and would like to partner with Washington State Recreation Conservation Office (RCO) to construct a Youth Obstacle Challenge Course; and

WHEREAS, It is estimated that the value of these improvements would be \$712,000 of which \$498,000 is requested from RCO and \$214,000 is to be contributed by the City ;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Prosser, that the following documents, copies of which are attached hereto and incorporated herein by reference. Are hereby approved and adopted and shall be in effect.

ADOPTED by the City Council of the City of Prosser and **APPROVED** by the Mayor of the City of Prosser this _____ day of _____, 2026.

MAYOR GARY VEGAR

ATTEST:

JACQUELINE RENTERIA, CITY CLERK

Approved as to form:

BENJAMIN GOODWIN, CITY ATTORNEY

CITY OF PROSSER, WASHINGTON

AGENDA BILL**Agenda Title:**

Resolution Committing Match Funds for the
Crawford Park Restroom and Trail
Renovation Project

Item Type:

Consent Agenda

Meeting Date:

May 26, 2026
Regular City Council Meeting

Department:

Finance

Director:

Toni Yost

Contact Person:

Kathya Martinez

Phone Number:

509-786-8218

Cost of Proposal:

City Contribution - \$165,000
RCO Grant - \$384,000
TOTAL Project = \$549,000

Fund Name and Number:

109 - Parks Reserve & 111 - Municipal
Capital Improvements

Amount Budgeted:

none

Reviewed by Finance Department:

TY 05/20/2026

Attachments to Agenda Packet Item:

1. Resolution committing and identifying required match
2. RCO Applicant Resolution/Authorization identifying authorized signatories for the city

Summary Statement:

With the support and guidance of the PROS Committee the city prepared and submitted an application to the Washington State Department of Recreation Conservation Office (RCO) for grant funding. This project includes the improvement of the trail way around and through Crawford Park. The improved trails will be ADA complaint and will create a walking look for visitors. Also included in the scope is the construction/replacement of the ADA complaint restroom. This project was prioritized because it will serve all ages in our community and will provide increased access to an underutilized asset in our community, the river.

It is important to note that the city has not be awarded funds at this point in time. We are continuing through the application process and that process requires that the presented resolutions be approved and submitted to RCO to attach to our application.

Consistent with Council Goal:

Goal #1: Livability & Quality of Life, Goal #4: Infrastructure & Transportation, Goal #5: Operational Excellence & Communication

Recommended Action/Suggested Motion:

Recommended Motion: Approve Resolution No. 26 - _____ committing match funds for the Crawford Park Restroom and Trail Renovation Project and authorize the Mayor to sign the RCO Applicant Resolution/Authorization form.

Reviewed by Department Director:

Toni Yost

Date: May 20, 2026

Reviewed by City Attorney:

Benjamin Goodwin

Date: May 21, 2026

Approved by City Administrator:

Rachel Shaw

Date: May 20, 2026

CITY OF PROSSER, WASHINGTON
RESOLUTION NO. 26-_____

**A RESOLUTION AUTHORIZING THE MAYOR/OR HIS
DESGINEE TO APPLY FOR GRANT ASSISTANCE WITH
WASHINGTON STATE RECREATION CONSERVATION
OFFICE (RCO) FOR A THE CRAWFORD PARK BATHROOM
AND TRAIL RENOVATION PROJECT AS OUTLINED IN
EXHIBIT “A”.**

WHEREAS, the City of Prosser has identified Crawford Park as an area of improvement; and would like to partner with Washington State Recreation Conservation Office (RCO) to make improvements to the trail system and restroom at the park; and

WHEREAS, It is estimated that the value of these improvements would be \$549,000 of which \$384,000 is requested from RCO and \$165,000 is to be contributed by the City ;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Prosser, that the following documents, copies of which are attached hereto and incorporated herein by reference. Are hereby approved and adopted and shall be in effect.

ADOPTED by the City Council of the City of Prosser and **APPROVED** by the Mayor of the City of Prosser this _____ day of _____, 2026.

MAYOR GARY VEGAR

ATTEST:

JACQUELINE RENTERIA, CITY CLERK

Approved as to form:

BENJAMIN GOODWIN, CITY ATTORNEY



Applicant Resolution/Authorization

Organization Name (sponsor) City of Prosser, WA

Resolution No. or Document Name _____

Project(s) Number(s), and Name(s) Crawford Park Restroom & Trail Development - 26-1822D

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	Toni Yost - Finance Director
Project contact (day-to-day administering of the grant and communicating with the RCO)	Kathya Martinez - Recreation Manager
RCO Grant Agreement (Agreement)	Gary Vegar - Mayor
Agreement amendments	Gary Vegar - Mayor
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	Gary Vegar- Mayor

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

acquired in fee acquired in fee must be immediately made available to the public unless otherwise provided for in other policy, the policy the authorized in writing by the Office of the Director of the O

12. If for Development, Restoration, Enhancement, or Rehabilitation Projects Only: Our organization owns the project property. Our organization acknowledges that any property that we have organized by the organization that is developed, developed, enhanced, or restored with grant assistance will be held in trust for the purpose of the grant in perpetuity pursuant to the grant award terms, conditions, policy, or official program policy, or OC writing and per written Agreement Amendment thereto or an amendment thereto.

13.13 For Development, Renovation, Enhancement, and Restoration Projects, Catholic Prime Organization If and Regional DOI NOT own the property, the organization acknowledges that all rights, title, and interest in the property are owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be restored with grant assistance dedicated for the purpose of the dedicated for the purpose of the grant program policies unless otherwise provided in the Agreement. Agreement does not constitute an agreement thereto.

14.14 Only for Projects in Puget Sound Water Resources Inventory Areas 1 through 11 that are in the applying for Critical Habitat, National Wetlands, National Marine Sanctuaries, or National Estuarine Research Reserves, or Wildlife Refuges, or other categories of lands enhancement, acquisition, or restoration, or the Puget Sound and Restoration program, or a Salmon Recovery Funding Board approved restoration program, or a Salmon Recovery Fund certified project. The project does not conflict with the does not conflict with the basis of approval by the Puget Sound Partnership under RCW 90.71.310.

15.15 This resolution/decision/submission is deemed to be a part of application for the application to the OfOf

16. Our organization warrants and Our organization certifies that this resolution is a duly adopted and lawfully adopted following the requirements of our organization and applicable laws and public policy and organization has full legal authority to carry out its obligations under the warranties, promises and obligations set forth herein.

This resolution authorizes the signatory approved ~~approved~~ of the resolving body of on behalf of the ~~signing body~~ of our our following authorized member(s) ~~authorized member~~

SignedSigned

Title	Mayor	Date

On File at:On File at:

This Applicant Resolution/Authorization was adopted by Resolution/Authorization by the meeting held (Local Governments and Nonprofit Organizations/Governmental and Nonprofit Organ

Location: Prosser, WA Date:

Washington State Attorney General's Office Washington State Attorney General's Office

Approved as to form moved as to form Ben Fuller 2/13/2020 2/13/2020
Assistant Attorney General Attorney General Date Date

You may reproduce the above language in your text to format change main format, however however

CITY OF PROSSER, WASHINGTON

AGENDA BILL**Agenda Title:**PMC 9.20 False Alarm Registration
Presentation**Meeting Date:**May 26, 2026
Regular City Council Meeting**Item Type:**

Discussion

Department:

Police

Director:

John Markus

Contact Person:

John Markus

Phone Number:

509-786-1500

Cost of Proposal:

N/A

Fund Name and Number:

N/A

Amount Budgeted:

N/A

Reviewed by Finance Department:

N/A

Attachments to Agenda Packet Item:

1. False Alarm Registrations Presentation 2026

Summary Statement:

Per City Council's request, the topic of False Alarms is being brought back for discussion. The attached presentation has been updated to reflect current stats.

This presentation addresses questions raised by Council Members at previous meetings regarding the potential need to increase false alarm fees. It provides an overview of PMC 9.20, evaluates its effectiveness in reducing false alarms, and highlights areas of challenge and potential improvement.

Consistent with Council Goal:

Goal #5: Operational Excellence & Communication

Recommended Action/Suggested Motion:

Recommendation: Discuss and provide direction on increasing false alarm fees and/or

<i>updating the current process.</i>		
<u>Reviewed by Department Director:</u> John Markus Date: May 19, 2026	<u>Reviewed by City Attorney:</u> N/A Date: May 21, 2026	<u>Approved by City Administrator:</u> Rachel Shaw Date: May 20, 2026



Alarm Registration PMC 9.20

CHIEF OF POLICE JOHN MARKUS

MAY 26, 2026

Prosser Police Department Alarm Registration

False Alarms

- ▶ Prosser Municipal Code 9.20 defines a false alarm as the activation of a burglar and/or robbery or fire alarm by other than a forced entry or attempted forced entry to the premise, or by other than a fire and at a time when no burglary or robbery is being committed or attempted on the premises, or when no fire exists on the premises.

False Alarm Fee

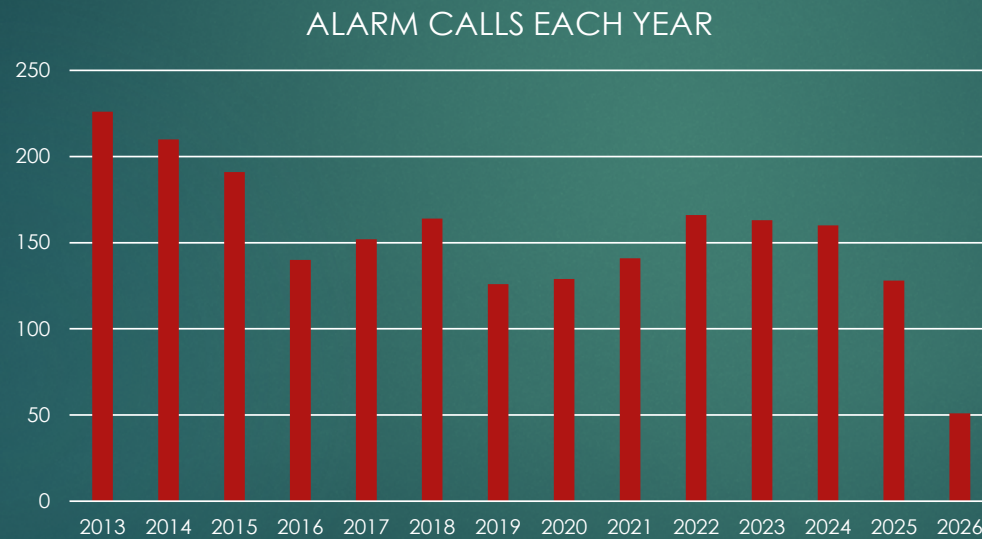
The owner of any residence, business, or premises in which said alarm system exists shall pay a \$50 false alarm fee for the second and each additional false alarm in any 90 day period.

Implementation

Prosser Municipal Code 9.20 was established in 2014 to reduce the number of false alarms that required officer response. These false alarms placed unnecessary strain on police resources, diverting officers from more critical, high priority calls. By addressing registration issues, implementing fines, and encouraging accountability from alarm system owners, the program aims to:

- ▶ Reduce unnecessary calls for service
- ▶ Enhance officer availability for emergency situations
- ▶ Increase accountability of alarm system owners through registration and penalties

We have seen a decrease in the percentage of false alarms since implementation of PMC 9.20 in 2014



On average, alarm calls account for approximately 5% of the department's overall calls for service, 98% turn out to be false alarms.

Alarm Violations

Officer Response

On average, each false alarm occupies one to two officers and can waste nearly 20 minutes of their time, resulting in a loss of nearly 500 hours in one year.

Majority Offender

On average, commercial businesses account for approximately 79% of our false alarm calls each quarter.

Repeat Offenders

Three commercial businesses have received at least one invoice annually due to false alarm violations.

Steps Toward Improvement

Many commercial businesses have taken action to improve their false alarms after having received notice of violation. Steps include regular inspections and updates to minimize false triggers, employee training, and system upgrades.

Residential Alarms

There have been no repeat violations from residential alarm systems, indicating strong adherence to regulations in the residential sector.

Invoicing

Invoices Sent:

- ▶ Since 2015, 228 invoices have been issued for false alarm violations, resulting in \$23,350 collected in false alarm fees.

Non-Payment:

- ▶ There are currently 7 outstanding invoices totaling \$800

Challenges and Areas for Improvement:

Lack of Awareness

Some businesses and citizens do not know they are required to register their alarm systems.

Registration Enforcement

Current Process: We send a warning when invoicing a business or resident with two or more false alarms, informing them that they may face an additional \$50 fine for failing to register. Despite these efforts, many still fail to register.

Potential Process Improvements

Registration Fee: Should we charge a registration fee upon application? Currently it is free to register.

Invoicing for Non-Registered Systems: Should we start invoicing businesses or residents who have a false alarm but no registration on file each quarter?

Addressing Non-Compliance:
How do we handle those who refuse to register? Continue invoicing them with a \$50 fee?

Expiration of Registration:
Should we introduce expiration dates for alarm registrations to ensure they are current?