CITY COUNCIL REGULAR MEETING
COUNCIL CHAMBERS - 620 MARKET STREET, 1ST FLOOR
TUESDAY, AUGUST 25, 2026 AT 6:00 PM

To join virtually, 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 #

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **CITIZEN PARTICIPATION**
   This is an opportunity for visitors to share their comments, except for public hearings. Comments may not exceed three minutes.
6. **MAYOR AND CITY COUNCIL REPORTS**
7. **CITY ADMINISTRATOR REPORTS AND COMMENTS**
   a. Yakima Valley Tourism Staff Introduction
8. **CONSENT AGENDA**
   Motion to approve Consent Agenda Items A-C.
   a. Payroll Electronic Payments in the Amount of $16,109.63 for Period Ending August 14, 2026.
   b. Claim Check Nos. 32282-32342 and Electronic Payments in the Amount of $648,551.75 for Period Ending August 25, 2026.
   c. Meeting Minutes for July 7, July 14, and July 28, 2026.
9. **ACTION ITEMS**
   a. **6th Street Sidewalk Improvements Bid Award *(Marty Groom, Public Works Director)***
      Motion to award the 6th Street Sidewalk Improvements to Culbert Construction, Inc., Pasco, WA in the amount of $412,651.70 and authorize the Mayor to execute contract documents.
10. **DISCUSSION ITEMS**
11. **ADD-ON ITEM**
12. **ADJOURNMENT**

The first Ordinance passed will be Ordinance 26-3320
The first Resolution passed will be Resolution 26-1900

Agenda Item Title: Payroll Electronic Payments in the Amount of $16,109.63 for Period Ending August 14, 2026.
Meeting Date: 8/25/2026
Department: Finance
Item Category: Financials
Council Goal: Goal #5: Operational Excellence & Communication
Goal #2: Financial Sustainability

Fiscal Impact:
$16,109.63
Various amounts in salaries, wages, and benefits.

Approvals:
Toni Yost
Rachel Shaw

Attachments:
1. Payroll Register

Summary Statement:
Payroll electronic payments in the amount of $16,109.63 for the period ending August 14, 2026.

Recommended Action/Suggested Motion:
Motion to approve payment of payroll electronic payments in the amount of $16,109.63 for the period ending August 14, 2026.

CHECK REGISTER

City Of Prosser

Time: 12:41:20 Date: 08/12/2026

08/14/2026 To: 08/14/2026 Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo	
4690	08/14/2026	Payroll	1	EFT	UKG Payroll	16,109.63	Mid Month Draws	
		001 General Fund				10,866.43		
		102 Street Fund				1,021.00		
		403 Water Fund				2,416.70		
		407 Sewer Fund				1,446.30		
		448 Garbage Fund				359.20		
						16,109.63	Payroll:	16,109.63

Jose

Signature

8/12/26

Date

Agenda Item Title: Claim Check Nos. 32282-32342 and Electronic Payments in the Amount of $648,551.75 for Period Ending August 25, 2026.
Meeting Date: 8/25/2026
Department: Finance
Item Category: Financials
Council Goal: Goal #2: Financial Sustainability

Fiscal Impact:

Approvals:
Toni Yost
Rachel Shaw

Attachments:
1. Check Register

Summary Statement:

Pay Period 08/12/2026-08/25/2026

Check Payments	Amount
32282-32342	$637,883.73

Electronic Payments	Amount	Electronic Payments	Amount
UKG Payroll	$4,158.06	CSG Forte	$2,489.31
WA Dept of Licensing	$36.00	Leaf	$1,034.86
Boys & Girls Club	$281.00	Rec 1	$2,668.79

Recommended Action/Suggested Motion:
Motion to approve payment of claim check nos. 32282-32342 and electronic payments in the amount of $648,551.75 for the period ending August 25, 2026.

CHECK REGISTER

City Of Prosser

Time: 12:57:32 Date: 08/12/2026

08/14/2026 To: 08/14/2026 Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4691	08/14/2026	Payroll	1	EFT	UKG Payroll	4,158.06	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

001 General Fund	3,729.56
102 Street Fund	83.42
403 Water Fund	192.77
407 Sewer Fund	122.98
448 Garbage Fund	29.33
	4,158.06

Payroll: 4,158.06

TJust

Signature

8/12/26

Date

CHECK REGISTER

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4845	**08/25/2026**	**Claims**	**1**	**EFT**	**Benton/Franklin County Boys & Girls Club**	**281.00**	**Refund**
		001 - 362 00 00 002 - Short Term Pool Rentals				-281.00	Refund
4846	**08/25/2026**	**Claims**	**1**	**EFT**	**CSG Forte Payments, Inc**	**2,489.31**	**Rec 1 Online Pymts July 2026; Rec 1 Online Pymts July 2026**
		001 - 569 21 41 000 - Professional Services				3.56	Rec 1 Online Pymts July 2026
		001 - 569 21 41 000 - Professional Services				4.40	Rec 1 Online Pymts July 2026
		001 - 571 22 41 000 - Professional Services				475.11	Rec 1 Online Pymts July 2026
		001 - 571 22 41 000 - Professional Services				588.01	Rec 1 Online Pymts July 2026
		001 - 576 21 41 000 - Aquatic Center Programs - Pro				630.70	Rec 1 Online Pymts July 2026
		001 - 576 21 41 000 - Aquatic Center Programs - Pro				780.58	Rec 1 Online Pymts July 2026
		001 - 576 80 41 000 - Professional Services				3.10	Rec 1 Online Pymts July 2026
		001 - 576 80 41 000 - Professional Services				3.85	Rec 1 Online Pymts July 2026
4847	**08/25/2026**	**Claims**	**1**	**EFT**	**Leaf**	**1,034.86**	**Copier/Plotter Lease July 2026; Admin Copier Lease July 2026**
		001 - 591 18 75 000 - Lease Payments - General Func				735.53	Copier/Plotter Lease July 2026
		001 - 591 18 75 000 - Lease Payments - General Func				147.86	Admin Copier Lease July 2026
		403 - 591 34 75 403 - Water fund - Lease Payments				44.75	Copier/Plotter Lease July 2026
		407 - 591 35 75 000 - Sewer Fund - Lease Payments				44.75	Copier/Plotter Lease July 2026
		448 - 591 37 75 000 - Garbage Fund - Lease Paymen				8.61	Copier/Plotter Lease July 2026
		403 - 591 39 75 000 - Irrigation -Lease Payments				8.61	Copier/Plotter Lease July 2026
		102 - 591 47 75 102 - Street Dept - Lease Payments				44.75	Copier/Plotter Lease July 2026
4848	**08/25/2026**	**Claims**	**1**	**EFT**	**Rec 1**	**2,668.79**	**Refund**
		001 - 347 60 00 000 - Recreation Program Fees				-2,528.79	Refund
		001 - 362 00 00 002 - Short Term Pool Rentals				-140.00	Refund
4849	**08/25/2026**	**Claims**	**1**	**EFT**	**Firearms Section WA Dept Of Lisc-CPL**	**36.00**	**CPL-MO, AP**
		001 - 582 30 00 001 - Concealed Pistol License Disbu				36.00	CPL-MO, AP
4850	**08/25/2026**	**Claims**	**1**	**32282**	**911 Supply, LLC**	**2,199.02**	**Picard Armor**
		001 - 521 20 35 000 - Small Tools & Minor Equipmen				2,199.02	Picard Armor
4851	**08/25/2026**	**Claims**	**1**	**32283**	**Abadan Tri Cities**	**710.26**	**Admin Copier Maintenance Aug 2026; Copier/Plotter Maintenance Aug 2026**
		001 - 518 88 48 000 - Repairs & Maintenance				96.65	Admin Copier Maintenance Aug 2026
		001 - 518 88 48 000 - Repairs & Maintenance				474.08	Copier/Plotter Maintenance Aug 2026
		403 - 534 80 48 000 - Repairs & Maintenance				24.68	Copier/Plotter Maintenance Aug 2026
		407 - 535 80 48 000 - Repairs & Maintenance				24.68	Copier/Plotter Maintenance Aug 2026
		448 - 537 80 48 000 - Repairs & Maintenance				5.85	Copier/Plotter Maintenance Aug 2026
		403 - 539 20 48 000 - Repairs & Maintenance				5.85	Copier/Plotter Maintenance Aug 2026
		102 - 542 90 48 000 - Repairs & Maintenance				24.68	Copier/Plotter Maintenance Aug 2026
		001 - 571 22 48 001 - Repairs & Maintenance				42.04	Copier/Plotter Maintenance Aug 2026
		001 - 576 21 48 000 - Aquatic Center Facilities - Repa				11.75	Copier/Plotter Maintenance Aug 2026
4852	**08/25/2026**	**Claims**	**1**	**32284**	**Advanced Internet Service Provider, LLC**	**130.00**	**Internet Access PD**
		001 - 518 88 42 000 - Communications				130.00	Internet Access PD
4853	**08/25/2026**	**Claims**	**1**	**32285**	**Amazon Capital Services, Inc.**	**2,778.80**	**Battery, Tape, Chalk, Blades, Reach, Plates; Super Glue, Liners, Detergent; Shelves & Mats; Parts Cleaner; Plates & Cups; Batteries & Tool Box; Pods & Pens; Duct Tape**
		001 - 514 23 31 000 - Office & Operating Supplies				38.06	Pods & Pens
		403 - 534 80 31 000 - Office & Operating Supplies				101.11	Parts Cleaner

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		407 - 535 80 31 000 - Office & Operating Supplies				1,563.01	Battery, Tape, Chalk, Blades, Reach, Plates
		407 - 535 80 31 000 - Office & Operating Supplies				180.51	Super Glue, Liners, Detergent
		407 - 535 80 31 000 - Office & Operating Supplies				560.95	Shelves & Mats
		407 - 535 80 31 000 - Office & Operating Supplies				194.57	Batteries & Tool Box
		407 - 535 80 31 000 - Office & Operating Supplies				80.14	Duct Tape
		102 - 542 90 31 000 - Office & Operating Supplies				60.45	Plates & Cups
4854	**08/25/2026**	**Claims**	**1**	**32286**	**Anatek Labs Inc- Yakima**	**124.00**	**Bacteria Analysis**
		407 - 535 80 41 000 - Professional Services				124.00	Bacteria Analysis
4855	**08/25/2026**	**Claims**	**1**	**32287**	**Apollo Mechanical Contractors**	**10,659.12**	**HVAC Maintenance; Mini Split Repairs**
		407 - 535 80 41 000 - Professional Services				10,306.93	Mini Split Repairs
		001 - 572 50 48 000 - Repairs & Maintenance				352.19	HVAC Maintenance
4856	**08/25/2026**	**Claims**	**1**	**32288**	**Autozone**	**383.29**	**Cleaner, Degreaser, Towels, Wash Mit; Water Pump; Antifreeze & Brake Cleaner; Wash, Tire Set, Brush & Wax; Temp Sensor**
		403 - 534 80 31 000 - Office & Operating Supplies				85.83	Water Pump
		403 - 534 80 31 000 - Office & Operating Supplies				18.42	Temp Sensor
		407 - 535 80 31 000 - Office & Operating Supplies				116.30	Antifreeze & Brake Cleaner
		407 - 535 80 31 000 - Office & Operating Supplies				69.94	Wash, Tire Set, Brush & Wax
		102 - 542 90 31 000 - Office & Operating Supplies				46.40	Cleaner, Degreaser, Towels, Wash Mit
		001 - 576 80 31 000 - Office & Operating Supplies				46.40	Cleaner, Degreaser, Towels, Wash Mit
4857	**08/25/2026**	**Claims**	**1**	**32289**	**Benton Co Commissioners**	**11,159.51**	**Public Defense July 2026; District Court July 2026**
		001 - 512 52 41 000 - Professional Services				6,558.77	Public Defense July 2026
		001 - 512 52 41 000 - Professional Services				4,600.74	District Court July 2026
4858	**08/25/2026**	**Claims**	**1**	**32290**	**Benton Co Corrections**	**15,168.51**	**Jail Operations July 2026**
		001 - 523 60 41 000 - Detention And/Or Correction -				15,168.51	Jail Operations July 2026
4859	**08/25/2026**	**Claims**	**1**	**32291**	**Benton Co Prosecutor's Off**	**49.97**	**Crime Victim Comp June 2026**
		001 - 582 30 00 002 - PSEA and CVC Disbursement				49.97	Crime Victim Comp June 2026
4860	**08/25/2026**	**Claims**	**1**	**32292**	**Benton Co Treasurers IT Dept**	**4,312.00**	**IT Services July 2026**
		102 - 542 90 41 000 - Professional Services				4,312.00	IT Services July 2026
4861	**08/25/2026**	**Claims**	**1**	**32293**	**Benton Franklin Dist Health**	**270.00**	**Drinking Water Bacteria**
		403 - 534 80 41 000 - Professional Services				270.00	Drinking Water Bacteria
4862	**08/25/2026**	**Claims**	**1**	**32294**	**Benton Franklin Humane Society**	**870.00**	**Intake Fees July 2026**
		001 - 524 20 41 000 - Professional Services				870.00	Intake Fees July 2026
4863	**08/25/2026**	**Claims**	**1**	**32295**	**Blueroom**	**1,524.00**	**Port-A-Potties Rental**
		001 - 571 22 45 000 - Operating Rentals & Leases				1,524.00	Port-A-Potties Rental
4864	**08/25/2026**	**Claims**	**1**	**32296**	**CI Shred & Information Mgmt**	**88.73**	**Shredding Services July 2026**
		001 - 514 30 41 000 - Professional Services				44.37	Shredding Services July 2026
		001 - 521 20 41 000 - Professional Services				44.36	Shredding Services July 2026
4865	**08/25/2026**	**Claims**	**1**	**32297**	**CenturyLink**	**297.74**	**Scada Lines Aug 2026**
		403 - 534 80 42 000 - Communications				198.49	Scada Lines Aug 2026
		407 - 535 80 42 000 - Communications				99.25	Scada Lines Aug 2026
4866	**08/25/2026**	**Claims**	**1**	**32298**	**Cliff's Septic Services**	**211.97**	**Bathroom Clog Repairs**
		001 - 576 80 48 000 - Repairs & Maintenance				211.97	Bathroom Clog Repairs

CHECK REGISTER

City Of Prosser

Time: 15:02:20 Date: 08/19/2026

08/25/2026 To: 08/25/2026

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4867	**08/25/2026**	**Claims**	**1**	**32299**	**Cook's Hardware, Inc**	**682.88**	**Brushes, Roller, Trays; Hammer Bits; Spray Paint; Batteries, Anchors; Sleeve & Union; Wall Plate; Brake Cleaner, Fasteners; Battery; Couplings; Batteries; Striping Paint; Antifreeze; Tarp; Flex Seal,;**
		001 - 518 31 31 000 - Office & Operating Supplies				12.32	Sleeve & Union
		001 - 518 31 31 000 - Office & Operating Supplies				3.46	Wall Plate
		001 - 518 31 31 000 - Office & Operating Supplies				11.95	Striping Paint
		001 - 521 20 31 000 - Office & Operating Supplies				9.77	Battery
		403 - 534 80 31 000 - Office & Operating Supplies				71.96	Brake Cleaner, Fasteners
		403 - 534 80 31 000 - Office & Operating Supplies				27.65	Antifreeze
		407 - 535 80 31 000 - Office & Operating Supplies				88.03	Tarp
		407 - 535 80 31 000 - Office & Operating Supplies				95.17	Flex Seal, Brush Set
		407 - 535 80 31 000 - Office & Operating Supplies				60.72	Red Connector, Coupling, Elbows, Tees
		102 - 542 90 31 000 - Office & Operating Supplies				104.28	Couplings
		102 - 542 90 31 000 - Office & Operating Supplies				77.12	Batteries
		001 - 569 21 31 000 - Office & Operating Supplies				17.46	Batteries, Anchors
		001 - 576 80 31 000 - Office & Operating Supplies				54.35	Brushes, Roller, Trays
		001 - 576 80 31 000 - Office & Operating Supplies				19.54	Hammer Bits
		001 - 576 80 31 000 - Office & Operating Supplies				9.34	Spray Paint
		001 - 576 80 31 000 - Office & Operating Supplies				19.76	Brush & Handle
4868	**08/25/2026**	**Claims**	**1**	**32300**	**Culbert Construction, Inc**	**305,361.85**	**Alexander Ct PE#2**
		304 - 595 10 41 304 - Capital Expenditures/Expenses				305,361.85	Alexander Ct PE#2
4869	**08/25/2026**	**Claims**	**1**	**32301**	**Environment Resource Assoc**	**307.40**	**Testing Supplies**
		407 - 535 80 31 000 - Office & Operating Supplies				307.40	Testing Supplies
4870	**08/25/2026**	**Claims**	**1**	**32302**	**Christian Fajardo**	**50.00**	**Referee Services**
		001 - 571 22 41 000 - Professional Services				50.00	Referee Services
4871	**08/25/2026**	**Claims**	**1**	**32303**	**Dept 808000475 Grainger Inc**	**186.33**	**Testing Kit**
		403 - 534 80 31 000 - Office & Operating Supplies				186.33	Testing Kit
4872	**08/25/2026**	**Claims**	**1**	**32304**	**Grandview Lumber Co**	**24.75**	**Spackling, Putty Knife**
		001 - 518 31 31 000 - Office & Operating Supplies				24.75	Spackling, Putty Knife
4873	**08/25/2026**	**Claims**	**1**	**32305**	**HLA Engineering & Land Surveying, Inc**	**170,878.94**	**WCR/OIE Roundabout July 2026; Byron Rd July 2026; Alexander Ct Phase 2 July 2026; Alexander Ct Phase 1 July 2026; General Services July 2026; 6th St Sidewalk July 2026; WWTP Influent July 2026; Sewer;**
		403 - 534 80 41 000 - Professional Services				2,439.25	General Services July 2026
		407 - 535 80 41 000 - Professional Services				10,778.25	General Services July 2026
		407 - 535 80 41 000 - Professional Services				10,816.00	Sewer Plan July 2026
		152 - 542 10 41 000 - Professional Services				7,213.12	Byron Rd July 2026
		102 - 542 90 41 000 - Professional Services				795.75	General Services July 2026
		102 - 543 30 41 000 - Professional Services				2,499.23	Ziply Fiber July 2026
		001 - 558 60 41 000 - Professional Services				892.50	General Services July 2026
		467 - 594 35 63 467 - Capital Expenditures/Expenses				9,206.05	WWTP Influent July 2026
		305 - 595 10 41 000 - Capital Expenditures/Expenses				5,100.00	WCR/OIE Roundabout July 2026
		304 - 595 10 41 304 - Capital Expenditures/Expenses				34,324.44	Alexander Ct Phase 2 July 2026
		304 - 595 10 41 304 - Capital Expenditures/Expenses				71,080.85	Alexander Ct Phase 1 July 2026
		304 - 595 10 41 304 - Capital Expenditures/Expenses				1,993.50	Alexander Ct July 2026
		104 - 595 95 64 000 - Capital Expenditures/Expenses				13,740.00	6th St Sidewalk July 2026
4874	**08/25/2026**	**Claims**	**1**	**32306**	**Haley & Aldrich, Inc**	**4,555.63**	**Grant Writer**

CHECK REGISTER

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 558 70 41 000 - Professional Services				4,555.63	Grant Writer
4875	**08/25/202(**	**Claims**	**1**	**32307**	**Leroy Scott Hamilton**	**1,599.99**	**Leoff Reimbursement**
		117 - 517 91 20 001 - Personnel Benefits				1,599.99	Leoff Reimbursement
4876	**08/25/202(**	**Claims**	**1**	**32308**	**Helena Agri-Enterprises, LLC**	**1,597.89**	**Herbicide**
		102 - 542 70 31 000 - Office & Operating Supplies				1,597.89	Herbicide
4877	**08/25/202(**	**Claims**	**1**	**32309**	**The Home Depot Pro**	**648.81**	**TP; TP & Mops; Paper Towels**
		001 - 572 50 31 000 - Office & Operating Supplies				205.92	Paper Towels
		001 - 576 21 31 000 - Aquatic Center Programs - Offi				56.92	TP
		001 - 576 80 31 000 - Office & Operating Supplies				385.97	TP & Mops
4878	**08/25/202(**	**Claims**	**1**	**32310**	**Kronos SaaShr Inc**	**2,095.98**	**Payroll Software July 2026**
		001 - 518 88 41 000 - Professional Services				744.61	Payroll Software July 2026
		403 - 534 80 41 000 - Professional Services				130.25	Payroll Software July 2026
		407 - 535 80 41 000 - Professional Services				149.23	Payroll Software July 2026
		448 - 537 80 41 000 - Professional Services				16.48	Payroll Software July 2026
		102 - 542 90 41 000 - Professional Services				73.16	Payroll Software July 2026
		001 - 576 21 41 000 - Aquatic Center Programs - Pro				982.25	Payroll Software July 2026
4879	**08/25/202(**	**Claims**	**1**	**32311**	**LS Networks**	**1,951.11**	**Internet Access Aug 2026**
		001 - 518 88 42 000 - Communications				421.95	Internet Access Aug 2026
		403 - 534 80 42 000 - Communications				421.95	Internet Access Aug 2026
		102 - 542 90 42 000 - Communications				210.44	Internet Access Aug 2026
		001 - 569 21 42 000 - Communications				210.44	Internet Access Aug 2026
		001 - 576 20 42 000 - Aquatic Center Facilities - Com				421.95	Internet Access Aug 2026
		001 - 576 80 42 000 - Communications				264.38	Internet Access Aug 2026
4880	**08/25/202(**	**Claims**	**1**	**32312**	**LexisNexis Risk Solutions**	**217.40**	**Online Subscriptions July 2026**
		001 - 521 20 41 000 - Professional Services				217.40	Online Subscriptions July 2026
4881	**08/25/202(**	**Claims**	**1**	**32313**	**Motorola Solutions**	**599.89**	**Radio Battery**
		001 - 521 20 31 000 - Office & Operating Supplies				599.89	Radio Battery
4882	**08/25/202(**	**Claims**	**1**	**32314**	**Murphey Brothers, General Excavating**	**1,982.99**	**Gravel**
		403 - 534 80 31 000 - Office & Operating Supplies				495.74	Gravel
		407 - 535 80 31 000 - Office & Operating Supplies				495.77	Gravel
		403 - 539 20 31 000 - Office & Operating Supplies				495.74	Gravel
		102 - 542 90 31 000 - Office & Operating Supplies				495.74	Gravel
4883	**08/25/202(**	**Claims**	**1**	**32315**	**Class5 aka NW Communications Systems**	**1,340.79**	**Phone Bill Oct 2026**
		001 - 518 88 42 000 - Communications				841.95	Phone Bill Oct 2026
		403 - 534 80 42 000 - Communications				142.59	Phone Bill Oct 2026
		407 - 535 80 41 000 - Professional Services				147.98	Phone Bill Oct 2026
		448 - 537 80 42 000 - Communications				26.95	Phone Bill Oct 2026
		102 - 542 90 42 000 - Communications				115.65	Phone Bill Oct 2026
		001 - 576 20 42 000 - Aquatic Center Facilities - Com				65.67	Phone Bill Oct 2026
4884	**08/25/202(**	**Claims**	**1**	**32316**	**NW Farm Supply**	**76.07**	**Propane Hose & Connector**
		102 - 542 90 31 000 - Office & Operating Supplies				76.07	Propane Hose & Connector
4885	**08/25/202(**	**Claims**	**1**	**32317**	**Nexus Planning Services, LLC**	**8,256.00**	**Comp Plan July 2026; Planning 2026**
		001 - 558 60 41 000 - Professional Services				5,810.00	Planning July 2026
		123 - 558 60 41 123 - Planning And Economic Develc				2,446.00	Comp Plan July 2026
4886	**08/25/202(**	**Claims**	**1**	**32318**	**North Central Laboratories**	**487.24**	**Lab Supplies**

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		407 - 535 80 31 000 - Office & Operating Supplies				487.24	Lab Supplies
4887	**08/25/202(**	**Claims**	**1**	**32319**	**Northstar Chemical Inc**	**5,364.35**	**Chemicals**
		403 - 534 80 31 000 - Office & Operating Supplies				5,364.35	Chemicals
4888	**08/25/202(**	**Claims**	**1**	**32320**	**O'Reilly Auto Parts**	**72.82**	**Screws; BPC**
		102 - 542 90 31 000 - Office & Operating Supplies				52.18	BPC
		001 - 576 80 31 000 - Office & Operating Supplies				20.64	Screws
4889	**08/25/202(**	**Claims**	**1**	**32321**	**OL Luther Co**	**1,222.66**	**Asphalt**
		102 - 542 30 31 000 - Office & Operating Supplies				1,222.66	Asphalt
4890	**08/25/202(**	**Claims**	**1**	**32322**	**Office Depot**	**296.36**	**Folders & Markers; Folders; Folders, Clips, Paper, Finger Tips, Note Pads; Tape; Paper**
		001 - 514 23 31 000 - Office & Operating Supplies				148.32	Folders, Clips, Paper, Finger Tips, Note Pads
		001 - 514 23 31 000 - Office & Operating Supplies				13.02	Tape
		001 - 514 23 31 000 - Office & Operating Supplies				84.55	Paper
		001 - 514 30 31 000 - Office & Operating Supplies				21.31	Folders & Markers
		001 - 514 30 31 000 - Office & Operating Supplies				29.16	Folders
4891	**08/25/202(**	**Claims**	**1**	**32323**	**Oxarc**	**72.56**	**Tank Rental July 2026**
		407 - 535 80 45 000 - Operating Rentals & Leases				72.56	Tank Rental July 2026
4892	**08/25/202(**	**Claims**	**1**	**32324**	**Procom LLC**	**78.00**	**Drug Testing**
		001 - 576 21 41 000 - Aquatic Center Programs - Pro				78.00	Drug Testing
4893	**08/25/202(**	**Claims**	**1**	**32325**	**Prosser Chamber Of Commerce**	**12,002.56**	**Tourism Reimbursement July 2026**
		130 - 573 90 41 000 - Professional Services				9,742.39	Tourism Reimbursement July 2026
		131 - 573 91 41 001 - Professional Services				2,260.17	Tourism Reimbursement July 2026
4894	**08/25/202(**	**Claims**	**1**	**32326**	**Prosser Memorial Health**	**500.00**	**5866.01 - HYDRANT-65505351**
		410 - 582 10 00 410 - Refund Deposits - Other Costs				500.00	5866.01 - HYDRANT-65505351
4895	**08/25/202(**	**Claims**	**1**	**32327**	**Aldinger company Quality Control Services**	**1,094.67**	**Annual Calibration**
		407 - 535 80 48 000 - Repairs & Maintenance				1,094.67	Annual Calibration
4896	**08/25/202(**	**Claims**	**1**	**32328**	**RDO Equipment**	**304.64**	**Blower**
		102 - 542 90 31 000 - Office & Operating Supplies				304.64	Blower
4897	**08/25/202(**	**Claims**	**1**	**32329**	**City Of Richland**	**35,955.75**	**2026 3rd Qtr Secomm Assessment**
		001 - 522 21 41 000 - Intergovernmental Professiona				35,955.75	2026 3rd Qtr Secomm Assessment
4898	**08/25/202(**	**Claims**	**1**	**32330**	**Jorge Rivera**	**102.00**	**Refund**
		001 - 347 60 00 000 - Recreation Program Fees				-102.00	Refund
4899	**08/25/202(**	**Claims**	**1**	**32331**	**Natalie Tipps**	**360.00**	**Zumba Class**
		001 - 571 22 41 000 - Professional Services				360.00	Zumba Class
4900	**08/25/202(**	**Claims**	**1**	**32332**	**Tolman Electric**	**3,092.52**	**Bridge Pole Repairs; Flag Pole Light Repairs**
		102 - 542 70 48 000 - Repairs & Maintenance				603.29	Bridge Pole Repairs
		102 - 542 70 48 000 - Repairs & Maintenance				2,489.23	Flag Pole Light Repairs
4901	**08/25/202(**	**Claims**	**1**	**32333**	**Uline**	**11,509.27**	**Tables & Grill; Picnic Tables**
		111 - 594 76 63 111 - Improvements- City Park Amer				8,557.61	Tables & Grill
		111 - 594 76 63 111 - Improvements- City Park Amer				2,951.66	Picnic Tables
4902	**08/25/202(**	**Claims**	**1**	**32334**	**Utilities Underground Loc**	**86.94**	**Locates July 2026**
		403 - 534 80 41 000 - Professional Services				43.47	Locates July 2026
		407 - 535 80 41 000 - Professional Services				43.47	Locates July 2026

CHECK REGISTER

City Of Prosser

Time: 15:02:20 Date: 08/19/2026

08/25/2026 To: 08/25/2026

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4903	**08/25/2026**	**Claims**	**1**	**32335**	**Valley Publishing Co, Inc**	**253.72**	**Ord 26-3318, 3319; 6th St Sidewalk Bids**
		001 - 514 30 41 000 - Professional Services				62.94	Ord 26-3318, 3319
		104 - 595 95 64 000 - Capital Expenditures/Expenses				190.78	6th St Sidewalk Bids
4904	**08/25/2026**	**Claims**	**1**	**32336**	**Cell Phone Verizon Wireless**	**40.07**	**Meter Book July 2026**
		403 - 534 80 42 000 - Communications				40.07	Meter Book July 2026
4905	**08/25/2026**	**Claims**	**1**	**32337**	**Vine Tech Equipment**	**76.09**	**Sod Cutter Rental**
		001 - 576 80 45 000 - Operating Rentals & Leases				76.09	Sod Cutter Rental
4906	**08/25/2026**	**Claims**	**1**	**32338**	**Training Commission WA Criminal Justice**	**8,053.16**	**Training SG**
		001 - 521 20 43 000 - Travel & Training				8,053.16	Training SG
4907	**08/25/2026**	**Claims**	**1**	**32339**	**WA Dept Of Ecology**	**125.00**	**Group II CM**
		407 - 535 80 43 000 - Travel & Training				125.00	Group II CM
4908	**08/25/2026**	**Claims**	**1**	**32340**	**Psea WA State Treasurer**	**3,308.64**	**PSEA June 2026**
		001 - 582 30 00 000 - State Building Fee Disburseme				192.00	PSEA June 2026
		001 - 582 30 00 002 - PSEA and CVC Disbursement				3,116.64	PSEA June 2026
4909	**08/25/2026**	**Claims**	**1**	**32341**	**Water Doctor of Washington**	**8.65**	**Water**
		407 - 535 80 31 000 - Office & Operating Supplies				8.65	Water
4910	**08/25/2026**	**Claims**	**1**	**32342**	**Western United Civil Group**	**64.44**	**5870.01 - HYDRANT-222641265**
		403 - 343 41 00 000 - Water Revenues				-64.44	5870.01 - HYDRANT-222641265

001 General Fund	104,045.08		
102 Street Fund	15,205.61		
104 Streets And Transportation Reserve	13,930.78		
111 Municipal Capital Improvement	11,509.27		
117 Employee Benefits Security	1,599.99		
123 Comp Plan Periodic Update Grant	2,446.00		
130 Hotel/Motel Tax Fund	9,742.39		
131 Tourism Promotion Area Fund	2,260.17		
152 Infrastructure Develop Reserve	7,213.12		
304 Alexander Court Improvement Project	412,760.64		
305 WCR Roundabout	5,100.00		
403 Water Fund	10,681.53		
407 Sewer Fund	38,135.17		
410 Utility Deposit Suspense Fund	500.00		
448 Garbage Fund	57.89		
467 WWTP Influent Improvement Project	9,206.05		
		Claims:	644,393.69
* Transaction Has Mixed Revenue And Expense Accounts	644,393.69		

Elia Taf

Signature

8/19/26

Date

CITY OF PROSSER WASHINGTON
SPECIAL CITY COUNCIL MEETING
TUESDAY, JULY 7, 2026

CALL TO ORDER: Mayor Vegar called the Special Meeting to order at 6:00 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 (virtual), Bill Jenkin, Felix Cortes, Maricela Sanchez, Carolina Licano (virtual), Steve Becken, and Anna Kellogg were present. Others in attendance were Mayor Gary Vegar, Attorney Benjamin Goodwin (virtual), Building Official Nick Alsbury, City Administrator Rachel Shaw, City Clerk Jacqueline Renteria, Finance Director Toni Yost, Police Chief John Markus, Public Works Director Marty Groom and Public Works Assistant Director Scott Coleman.

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

MAYOR AND CITY COUNCIL REPORTS AND COMMENTS: Mayor Vegar invited Council Member comments. Council Member Licano reported that the Prosser Wine Network was hosting PBS at Gordon Estate Winery for filming highlighting Prosser and local tourism. Council Member Sanchez shared an experience with an elderly couple walking along OIE Highway toward Wine Country Road to purchase groceries. She noted the importance of considering residents who rely on walking for transportation when planning future improvements and creating safe and accessible pedestrian routes. Mayor Vegar provided an update regarding shoreline improvements at Crawford and Farrand Parks and ongoing discussions related to stray and feral cat colonies. A community meeting regarding stray and feral cats is scheduled for July 20, 2026. Mayor Vegar also reported that he and City Administrator Shaw had interviewed five applicants for two Planning Commission vacancies. Two appointments would be brought forward for Council consideration at an upcoming meeting. All commented on the Fourth of July weekend activities and noted the strong sense of community throughout the events.

CITY ADMINISTRATOR REPORTS AND COMMENTS: City Administrator Shaw provided Council with an overview of current projects. Highlights included recognition of the Finance Department for their work resulting in a clean audit. She also provided an update on the PROS Committees booth at the Farmers Market which received 264 survey responses and additional survey results would be presented at an upcoming meeting. City Administrator Shaw reported that she and Council Member Cortes discussed recognition of National Farmworkers Appreciation and development of a youth ambassador program. They agreed to table the farmworker recognition until later in the year to allow additional research in preparation for the following year. Staff would instead focus on developing the youth ambassador program. City Administrator Shaw met with Public Works Assistant Director Coleman and Superintendent Kim Casey and continue researching similar programs in other cities. City Administrator Shaw advised Council that she would be attending an out-of-state conference the following week and planned to participate in the Council meeting remotely.

Mayor Vegar also reported that staff had begun working on methods to measure progress toward the Council's adopted goals, including developing goal statements, measurements, and evaluation criteria.

Crawford and Farrand Park Signage

Mayor Vegar and City Administrator Shaw discussed concerns related to feral cat colonies at Crawford and Farrand Parks. Mayor Vegar stated that the issue had progressed into a public health concern due to excessive feeding. Signage would be posted at Crawford Park addressing shoreline degradation and feeding of cat colonies while the City continued reviewing its ordinance and working toward longer-term solutions.

COUNCIL ACTION:

HLA TASK ORDER FOR DESIGN AND CONSTRUCTION ENGINEERING SERVICES FOR SEWER LIFT STATION NO. 3 UPGRADES: Public Works Director Groom explained that upgrades to Sewer Lift Station No. 3 are required as mitigation for the Bella Vista development, which has been reduced to about 244 homes. Under the mitigation requirements, the developer is expected to cover roughly 65% of the improvement costs, while the City would fund the remaining 35%.

Motion was made by Council Member Jenkin, seconded by Council Member Kellogg to approve HLA Task Order No. 25112 for design and construction engineering services as part of the Sewer Lift Station No. 3 upgrades and authorize the Mayor to sign the task order. *PASSED 7 YES, 0 NO, 0 ABSENT.*

RESOLUTION AUTHORIZING INITIATION OF ANNEXATION PROCEEDINGS FOR CITY-OWNED PROPERTY: City Administrator Shaw reported that staff identified a one-acre sprayfield parcel outside City limits and recommended initiating the owner-petition annexation process, which would return to Council for public review. Phase I environmental testing is complete, and Phase II soil testing funded through a Department of Ecology brownfields grant is recommended. Council also discussed the parcel's history and why it was not previously annexed.

Motion was made by Council Member Becken, seconded by Council Member Cortes to approve Resolution No. 26-1881 authorizing the initiation of annexation proceedings for City-owned property and authorizing the Mayor to execute an annexation petition on behalf of the City and directing staff to take all necessary actions to complete the annexation process. PASSED *7 YES, 0 NO, 0 ABSENT.*

EXECUTIVE SESSION:

RCW 42.30.110(1)(b)(c)

At 6:28 p.m., Mayor Vegar recessed the Regular Meeting of the Prosser City Council to hold an Executive Session pursuant to RCW 42.30.110(1)(b) and (c). The session was expected to last 10 minutes and was to include Mayor and Council Members, Attorney, City Administrator, City Clerk, and Finance Director.

At 6:38 p.m., City Clerk Renteria stated an additional 10 minutes was needed.

At 6:48 p.m., City Clerk Renteria stated an additional 5 minutes was needed.

At 6:53 p.m., City Clerk Renteria stated an additional 5 minutes was needed.

At 6:58 p.m., Mayor Vegar reconvened the Regular Meeting and stated no action was taken during the Executive Session.

ADJOURNMENT: There being no further business, the Special Meeting was adjourned at 7:00 p.m.

____

Jacqueline Renteria, City Clerk

Date Approved: August 25, 2026

CITY OF PROSSER WASHINGTON
REGULAR CITY COUNCIL MEETING
TUESDAY, JULY 14, 2026

CALL TO ORDER: Mayor Vegar called the Regular Meeting to order at 6:00 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, Steve Becken, and Anna Kellogg were present. Council Member Licano requested an excused absence. Others in attendance were Mayor Gary Vegar, Attorney Benjamin Goodwin (virtual), Building Official Nick Alsbury, City Administrator Rachel Shaw (virtual), City Clerk Jacqueline Renteria, Finance Director Toni Yost, Police Chief John Markus, and Public Works Assistant Director Scott Coleman.

APPROVAL OF AGENDA: Motion was made by Council Member Kellogg, seconded by Council Member Cortes, to approve the agenda as presented. *PASSED 6 YES, 0 NO, 1 ABSENT.*

CITIZEN PARTICIPATION:
John Breeze, Prosser, WA, addressed Council regarding previously discussed improvements to the Senior Center.

Henri Groenen, Prosser, WA, thanked the City, elected officials, staff, fire district personnel, volunteers, sponsors, and community partners for their support of the Fourth of July festivities, noting that more than $30,000 was raised for the fireworks and related activities. He also recognized Council Member Jenkin for taking part in the 1776 musical.

Mikki Simons, Prosser, WA, addressed Council regarding the City's Flock Safety camera. She expressed concerns regarding privacy, the number of cameras, and the expenditure of public funds for cameras that were understood to be deactivated.

Miguel Orozco, Prosser, WA, addressed Council regarding the former Masonic building located at 601 7th Street. He expressed concern that the property, previously sold by the City, had been relisted for sale at a substantially higher price without redevelopment. He encouraged the City to consider strategies to discourage prolonged vacancies of downtown properties.

Mark Cummings, Prosser, WA, addressed Council regarding the Prosser Senior Center and asked about the status of the exterior lighting improvements.

MAYOR AND CITY COUNCIL REPORTS AND COMMENTS: Mayor Vegar invited Council Member comments. Council Member Becken welcomed the public to attend the Finance Committee meeting but reminded Council that other Members of Council cannot attend to avoid a quorum. Council Member Cortes requested more information on the feral cat situation at Crawford Park. Council Member Mercer promoted the upcoming Vintner's Village, commented on the former Masonic building, and supported improvements to the Senior Center. Council Member Sanchez summarized a Benton-Franklin Council of Governments presentation on local wealth building, infill development, municipal revenue, and reducing regulatory barriers for small businesses. Council Member Jenkin thanked residents for providing public comments and expressed support for completing previously discussed painting and lighting improvements at the Senior Center. Mayor Vegar addressed concerns regarding the former Masonic building. He stated that during negotiations for the City's sale of the property, the City had asked whether provisions could be included requiring development or establishing a timeline for use of the property and had been advised against doing so. He stated the City's option regarding future property sales would be researched. He also discussed the Community Stray and Feral Cat Management and Public Health Meeting scheduled for July 20, 2026, at 5 p.m. He explained that the meeting was intended to gather community input regarding potential solutions and barriers related to stray and feral cats. Information gathered at the meeting would be brought back to Council for consideration of possible policy changes.

Council discussed communication with residents and organizations involved in trap-neater-return efforts and emphasized the importance of recognizing and working collaboratively with individuals who have been addressing the feral cat population. Mayor Vegar discussed previous concerns regarding the riverfront cat colonies, feeding practices, impacts to City parks, and communication surrounding cleanup activities. He reiterated that the July 20 meeting was intended to provide a structured opportunity for all interested members of the community to participate and provide input.

Park and Recreation Professionals Day Proclamation
Mayor Vegar proclaimed July 17, 2026, as Park and Recreation Professionals Day in the City of Prosser and recognized Recreation Manager Kathya Martinez and the City's parks and recreation professionals and volunteers for their service to the community.

CITY ADMINISTRATOR REPORTS AND COMMENTS: City Administrator Shaw provided Council with an overview of current projects. She recognized Recreation Manager Martinez for her creativity, leadership, and service to the City's recreation programs; announced the upcoming 3-on-3 basketball tournament on 7th Street; clarified that all 21 Flock Safety cameras were deactivated in January per Council direction; reported contacting the real estate agent for the former Masonic building to inquire about the owner's plans; noted that updated mobile vendor regulations took effect July 6, 2026, with a press release issued; and shared that she was attending the CADCA conference in Orlando through Prosser Thrive, which covered the national fentanyl crisis, prevention strategies, and policy approaches, with information to be provided to the Prosser Thrive Board and City Council.

Police Department Quarterly Report
Police Chief Markus reported a 17% drop in calls and activity due to staffing vacancies, along with increased overtime, training hours, and public-records workload. He also noted traffic and alarm statistics. Council discussed staffing, and Chief Markus said one officer is awaiting the August academy, another is nearing hiring completion, and two vacancies remain.

CONSENT AGENDA: Motion was made by Council Member Becken, seconded by Council Member Kellogg, to approve Consent Agenda Items "A-E." *PASSED 6 YES, 0 NO, 1 ABSENT.*

a) Approve payment of payroll check nos. 10100-10113 and electronic payments in the amount of $262,219.35 for the period ending June 30, 2026.
b) Approve payment of claim check nos. 32039 through 32141 and Electronic Payments in the amount of $1,264,023.93 for the period ending July 14, 2026.
c) Adopt Resolution No. 26-1882 Surplusing City of Prosser Property
d) Adopt Resolution No. 26-1883 Authorizing an Interlocal Agreement for the Joint Use of Public Facilities with Grandview School District and Sunnyside School District.
e) Adopt Resolution No. 26-1884 Amending the Police Department and Washington State Department of Corrections Interlocal Agreement Expiration Date

COUNCIL ACTION:

CONFIRM MAYOR VEGAR'S APPOINTMENTS TO TWO PLANNING COMMISSION POSITIONS: Staff recommended confirming Mayor Vegar's appointments of Jon Walls and Mark Hay to the Planning Commission. The Mayor noted five applications were received and said the appointees bring valuable professional experience. Motion was made by Council Member Kellogg, seconded by Council Member Mercer to appointment of Jon Walls to the Planning Commission, Position No. 1, with a term ending on June 30, 2030. *PASSED 6 YES, 0 NO, 1 ABSENT.* Motion was made by Council Member Kellogg, seconded by Council Member Jenkin to confirm the appointment of Mark Hay to the Planning Commission, Position No. 2, with a term ending on June 30, 2030. *PASSED 6 YES, 0 NO, 1 ABSENT.*

ORDINANCE NO. 26-3316 AMENDING PROSSER MUNICIPAL CODE 2.130.010 AND ADDITION OF PMC 2.130.120 TREE ADVISORY COMMITTEE: City Administrator Shaw shared that this ordinance was returning after the June 23rd review to establish the Tree Advisory Committee. Council discussed arborist involvement and costs of an arborist, and Public Works Assistant Director Coleman noted the City would seek a licensed arborist to support Tree City USA efforts. Motion was made by Council Member Kellogg, seconded by Council Member Cortes to adopt Ordinance No. 26-3316 amending PMC 2.130.010 and establishing PMC 2.130.120 Tree Advisory Committee. *PASSED 6 YES, 0 NO, 1 ABSENT.*

ORDINANCE NO. 26-3317 AMENDING PMC 2.110 CIVIL SERVICE COMMISSION: Finance Director Yost said the amendment would align Civil Service Commissioner appointments and confirmations with the process used for other City boards and commissions. Motion made by Council Member Kellogg, seconded by Council Member Becken to adopt Ordinance No. 26-3317 amending to PMC 2.110 to provide for the appointment and confirmation of Civil Service Commissioners. *PASSED 6 YES, 0 NO, 1 ABSENT.*

AMENDMENT NO. 1 TO HLA TASK ORDER NO. 26095 FOR PHASE 2 ENVIRONMENTAL AND HAZARDOUS MATERIAL ASSESSMENT STUDY FOR THE PUBLIC SAFETY/MUNICIPAL COMPLEX FACILITY (POLICE STATION) PROJECT: Public Works Assistant Director Coleman said Phase 1 was complete and that HLA and consultant recommended moving forward with the Phase 2 environmental and hazardous materials assessment. Motion made by Council Member Becken, seconded by Council Member Cortes to approve Amendment No. 1 to HLA Task Order No. 26095 for Phase 2 Environmental Site and Hazardous Materials Assessment Study for the Public Safety/Municipal Complex (Police Department) Project and authorize the Mayor to execute the amendment. *PASSED 6 YES, 0 NO, 1 ABSENT.*

HLA TASK ORDER NO. 26109 FOR DESIGN AND CONSTRUCTION ENGINEERING SERVICES FOR THE BENNETT AVENUE INDUSTRIAL SEWER AND LIFT STATION REPLACEMENT PROJECT: Public Works Assistant Director Coleman said the task order covers design and construction engineering for the Bennet Avenue industrial sewer line and lift station improvements. Motion by Council Member Jenkin, seconded by Council Member Cortes to approve HLA Task Order No. 26109 for design and construction engineering services as part of the Bennett Avenue Industrial Sewer and Lift Station Replacement and authorize the Mayor to sign the task order. *PASSED 6 YES, 0 NO, 1 ABSENT.*

RESOLUTION NO. 26-1885 AUTHORIZING EXECUTION OF A DISBURSEMENT AGREEMENT FOR RURAL COUNTY CAPITAL FUNDS (RCCF) FOR THE BENNETT AVENUE INDUSTRIAL SEWER AND LIFT STATION REPLACEMENT PROJECT: Motion by Council Member Becken, seconded by Council Member Kellogg to adopt Resolution No. 26-1885 authorizing the Mayor to execute a Disbursement Agreement between Benton County and the City of Prosser for for Rural County Capital Funds (RCCF) for the Bennett Avenue Industrial Sewer and Lift Station Replacement Project. *PASSED 6 YES, 0 NO, 1 ABSENT.*

COUNCIL DISCUSSION: (None)

ADD-ON ITEMS: **(**None)

ADJOURNMENT: There being no further business, the Regular Meeting was adjourned at 7:10 p.m.

Jacqueline Renteria, City Clerk

Date Approved: August 25, 2026

CITY OF PROSSER WASHINGTON
REGULAR CITY COUNCIL MEETING
TUESDAY, JULY 28, 2026

CALL TO ORDER: Mayor Vegar called the Regular Meeting to order at 6:00 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), Building Official Nick Alsbury, 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 made by Council Member Kellogg, seconded by Council Member Cortes, to approve the agenda as presented. *PASSED 7 YES, 0 NO, 0 ABSENT.*

CITIZEN PARTICIPATION: (None)

MAYOR AND CITY COUNCIL REPORTS AND COMMENTS: Mayor Vegar invited Council Member comments. Council Member Kellogg commented on volunteering at the 3-on-3 event and expressed appreciation for Recreation Manager Kathya Martinez. Council Member Cortes encouraged community members to care for their families and neighbors. Council Member Becken reminded residents that ballots were due the following week. Council Member Mercer requested an update on repairs to the downtown clock, commented on the recent Art Walk, and raised concerns regarding significant railroad lease increases. She encouraged the City to provide leadership and seek support from county officials on the issue. Council Member Sanchez reported on a Rotary Club cleanup at E.J. Miller Park and preparation of future painting and landscaping. She also clarified that, when selling City property, the City Council may require a site or development plan, establish a timeframe for development, and include provisions allowing the City to repurchase property if development requirements are not fulfilled. Council Member Becken thanked those who participated in the Rotary cleanup and discussed the possibility of a community garden at the former Boys & Girls Club garden area, noting that water and insurance would need to be considered. He also commented positively on the community cat management meeting and the range of input received. Mayor Vegar reported that more than 30 community members attended the July 20 cat management meeting. Staff is finalizing a summary of the input and supporting information, which would be published and brought back to Council at a work session for further discussion and possible code amendments.

CITY ADMINISTRATOR REPORTS AND COMMENTS: City Administrator Shaw provided information regarding National Night Out, including free pool access with event bracelets; announced the Port of Benton tenant barbecue at the Clore Center; advised that the Board of Adjustment vacancy created by John Walls' appointment to the Planning Commission would be posted through August 21; and stated that the SmartGov technology fee discussion would be brought forward with the budget discussions and master fee schedule review.

August 4, 2026, Work Session Cancellation
Council concurred with cancelling the August 4, 2026, Work Session due to the National Night Out event.

CONSENT AGENDA: Motion made by Council Member Becken, seconded by Council Member Kellogg, to approve Consent Agenda Items "B-E." *PASSED 7 YES, 0 NO, 0 ABSENT.* Motion made by Council Member Becken, seconded by Council Member Kellogg to approve Consent Agenda Item A without check no. 32187 for Port of Benton. *PASSED 7 YES, 0 NO, 0 ABSENT.*

a) Approve payment of claim check nos. 32142 through 32205 and Electronic Payments in the amount of $359,181.81 for the period ending July 28, 2026.
b) Approve payment of payroll electronic payments in the amount of $17,712.60 for the period ending July15, 2026.
c) Accept invoices for Tourism and Promotional Reimbursable Expenses for the 2026 calendar year and authorize payment for those services in the amount of $11,019.52.
d) Approve the June 2026 Financial Statement.
e) Approve meeting minutes for June 2, June 9, and June 23, 2026.

CLOSED RECORD DECISION HEARING:

Highland Meadows Preliminary Plat

At 6:19 p.m., Mayor Vegar recessed the Regular Meeting of the Prosser City Council to conduct a Closed Record Hearing regarding Highland Meadows Preliminary Plat. City Clerk Renteria stated this was a Quasi-Judicial hearing. City Clerk Renteria inquired if there were any conflicts of interest. No conflicts were reported. There was a call for public comment, with none being offered. At 6:35 p.m., Mayor Vegar closed the Hearing and reconvened the Regular Meeting.

COUNCIL ACTION:

RESOLUTION NO. 26-1886 APPROVING THE HIGHLAND MEADOWS SUBDIVISION PRELIMINARY PLAT: Motion was made by Council Member Becken, seconded by Council Member Kellogg to adopt Resolution No. 26-1886 approving the Highland Meadows Preliminary Plat. *PASSED 7 YES, 0 NO, 0 ABSENT.*

CLOSED RECORD DECISION HEARING

Hidden Hills Condominium Plat Amendment

At 6:38 p.m., Mayor Vegar recessed the Regular Meeting of the Prosser City Council to conduct a Closed Record Hearing regarding Hidden Hills Condominium Plat Amendment. City Clerk Renteria stated this was a Quasi-Judicial hearing. City Clerk Renteria inquired if there were any conflicts of interest. No conflicts were reported. There was a call for public comment, with none being offered. At 6:44 p.m., Mayor Vegar closed the Hearing and reconvened the Regular Meeting.

COUNCIL ACTION:

RESOLUTION NO. 26-1887 APPROVING THE HIDDEN HILLS CONDOMINIUM DEVELOPMENT PLAT AMENDMENT: Motion made by Council Member Kellogg, seconded by Council Member Licano to adopt Resolution No. 26-1887 approving the Hidden Hills Condominium Development Plat Amendment. *PASSED 5 YES, 2 NO (Becken and Jenkin), 0 ABSENT.*

ORDINANCE NO. 26-3318AMENDING PROSSER MUNICIPAL CODE 17.28.050 AND 17.28.060 TO DEFINE A MINOR AND MAJOR PLAT AMENDMENT AND TO PROVIDE FOR AN ADMINISTRATIVE APPROVAL PROCESS: Administrator Shaw explained that the code lacked definitions for minor and major plat amendments and an administrative approval process. Staff reviewed other jurisdictions and proposed definitions with a 15% threshold. Planner Johnson added that minor amendments would be processed administratively as Type I applications, while major amendments would remain Type III and require public notice and Council action. Motion made by Council Member Kellogg, seconded by Council Member Jenkin to adopt Ordinance No. 26-3318 Amending Prosser Municipal Code 17.28.050 and 17.28.060 to Define a Minor and Major Plat Amendment and to Provide for an Administrative Approval Process. PASSED 7 *YES, 0 NO, 0 ABSENT.*

CONTRIBUTION AGREEMENT WITH MILNE FRUIT PRODUCTS FOR THE BENNETT AVENUE INDUSTRIAL SEWER AND LIFT STATION REPLACEMENT PROJECT: Public Works Director Groom stated that the agreement establishes Milne Fruit Products' contribution toward the Bennett Avenue Industrial Sewer and Lift Station Replacement Project, with payments scheduled over 31 months. Motion made by Council Member Becken, seconded by Council Member Kellogg to approve the Contribution Agreement between the City of Prosser and Milne Fruit Products for the Bennett Avenue Industrial Sewer and Lift Station Replacement Project and authorize the Mayor to execute the agreement. *PASSED 7 YES, 0 NO, 0 ABSENT.*

ORDINANCE NO. 26-3319 AUTHORIZING BUDGET AMENDMENT TO ALLOW FOR THE CREATION OF A PROJECT FUND AND ESTABLISHING A BUDGET FOR THE PROJECT: Finance Director Yost explained that a separate project fund would assist with administration of the multiple funding sources for the Bennett Avenue Sewer Line and Lift Stations Project and would be closed upon completion of the project. Motion made by Council Member Jenkin, seconded by Council Member Kellogg to adopt ordinance No. 26-3319 amending the 2026 budget to establish a budget and fund for the Bennett Avenue Sewer Line and Lift Stations Project. *PASSED 7 YES, 0 NO, 0 ABSENT.*

RESOLUTION NO. 26-1888 APPROVING AN INTERLOCAL COOPERATION AGREEMENT WITH BENTON FRANKLIN TRANSIT (BFT) FOR THE CONSTRUCTION OF TWO BFT TRANSIT STOPS ON ALEXANDER COURT: Public Works Director Groom said two transit stops would be built as part of Alexander Court Phase I, with BFT reimbursing construction costs. Council discussed options for benches, shelters, trees, and grant funding to add seating and shade. Motion made by Council Member Kellogg, seconded by Council Member Sanchez to adopt Resolution 26-1888 authorizing the Mayor to execute an Interlocal Cooperation Agreement between Benton Franklin Transit and the City of Prosser for the construction of two bus stops on Alexander Court. *PASSED 7 YES, 0 NO, 0 ABSENT.*

COUNCIL DISCUSSION:

2026 Comprehensive Plan Periodic Update

Mr. Johnson presented the remaining Comprehensive Plan periodic update elements for Council review and discussion. Council discussed recognition of the Prosser Creative District, pedestrian and bicycle connectivity, existing barriers to non-motorized travel, and the importance of considering residents who rely on walking and biking for transportation. Council Member Mercer offered to provide information regarding the ArtsWA Creative District designation and the City Council resolution supporting it. No action was taken.

Community Vision Report Presentation

Finance Director Yost presented the Community Vision Report and thanked participants. Rupert representatives outlined key themes such as walkability, connecting Vintner's Village and downtown, supporting agriculture and the Creative District, improving shade and public spaces, and preserving Prosser's small-town character. Council discussed how the vision could align with the Comprehensive Plan and future improvements. Administrator Shaw said the report could help guide planning and budgeting. No action was taken.

ADD-ON ITEMS: (None)

ADJOURNMENT: There being no further business, the Regular Meeting was adjourned at 7:50 p.m.

Jacqueline Renteria, City Clerk

Date Approved: August 25, 2026

Agenda Item Title: 6th Street Sidewalk Improvements Bid Award *(Marty Groom, Public Works Director)*
Meeting Date: 8/25/2026
Department: Public Works
Item Category: Action Item
Council Goal: Goal #4: Infrastructure & Transportation

Fiscal Impact:
Bid Amount Schedule A - $365,231.92
Bid Amount Schedule B - $47,419.78
Total Amount - $412,651.70

Engineers Est. Schedule A - $368,400
Engineers Est. Schedule B - $52,100
Engineers Est. Total - $420,500

Budget Amount - $665,000

Approvals:
Marty Groom
Toni Yost
Benjamin Goodwin
Rachel Shaw

Attachments:
1. Bid Summary

Summary Statement:
The 6th Street Sidewalk Improvements from Prosser Ave. to Dudley Ave. is a project budgeted for 2026 and is in the SE Zone of our sidewalk map. The project is funded with REET and TBD funds. Bid opening was held on Thursday, August 20th with a total of six bids received and Culbert Construction, Inc., Pasco, WA was the apparent low bidder in the amount of $412,651.70. All bids were reviewed by staff and Culbert Construction was found to be a responsive bidder. Staff recommends award to Culbert Construction, Inc.

Recommended Action/Suggested Motion:
Motion to award the 6th Street Sidewalk Improvements to Culbert Construction, Inc., Pasco, WA in the amount of $412,651.70 and authorize the Mayor to execute contract documents.

BID SUMMARY
City of Prosser
Project: 6th Street Sidewalk Improvements
Project No.: 2026-04 PW
Bid Due Date: Thursday, August 20, 11:00 am

Schedule A: 6th Street Improvements

				ENGINEERS ESTIMATE		BIDDER 1 Culbert Construction, Inc. 3905 East A Street Pasco, WA 99301		BIDDER 2 Exco, LLC 2180 W. Hampton Rd Othello, WA 99344		BIDDER 3 Tri-Valley Construction, Inc. 1008 N 1st ST Yakima, WA 98901	
Item No.	Description	Unit	Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Minor Change	FA	1	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
2	Mobilization	LS	1	$30,000.00	$30,000.00	$56,596.63	$56,596.63	$18,000.00	$18,000.00	$57,690.00	$57,690.00
3	Project Temporary Traffic Control	LS	1	$20,000.00	$20,000.00	$9,744.22	$9,744.22	$5,000.00	$5,000.00	$18,500.00	$18,500.00
4	Removal of Structures and Obstructions	LS	1	$3,000.00	$3,000.00	$18,679.62	$18,679.62	$35,292.00	$35,292.00	$1,500.00	$1,500.00
5	Unclassified Excavation Incl. Haul	CY	700	$40.00	$28,000.00	$21.29	$14,903.00	$62.00	$43,400.00	$98.60	$69,020.00
6	Landscape Swale and Infiltration Trench	EA	2	$15,000.00	$30,000.00	$15,503.91	$31,007.82	$14,850.00	$29,700.00	$10,065.00	$20,130.00
7	Crushed Surfacing Base Course	TON	700	$40.00	$28,000.00	$44.89	$31,423.00	$57.00	$39,900.00	$38.20	$26,740.00
8	Crushed Surfacing Top Course	TON	10	$50.00	$500.00	$286.40	$2,864.00	$150.00	$1,500.00	$110.80	$1,108.00
9	HMA Cl. 3/8 Inch PG 64H-28	TON	250	$140.00	$35,000.00	$154.01	$38,502.50	$185.00	$46,250.00	$160.00	$40,000.00
10	Storm Sewer Pipe 12 In. Diam.	LF	70	$100.00	$7,000.00	$154.32	$10,802.40	$186.00	$13,020.00	$139.00	$9,730.00
11	Concrete Curb Inlet	EA	2	$200.00	$400.00	$774.00	$1,548.00	$300.00	$600.00	$325.00	$650.00
12	Catch Basin Type 2 48 In. Diam.	EA	2	$4,000.00	$8,000.00	$3,586.04	$7,172.08	$5,400.00	$10,800.00	$4,460.00	$8,920.00
13	Catch Basin Type 1	EA	3	$2,500.00	$7,500.00	$1,758.42	$5,275.26	$2,460.00	$7,380.00	$2,040.00	$6,120.00
14	Adjust Manhole	EA	1	$1,000.00	$1,000.00	$676.34	$676.34	$1,200.00	$1,200.00	$1,200.00	$1,200.00
15	Adjust Valve Box	EA	4	$800.00	$3,200.00	$594.15	$2,376.60	$400.00	$1,600.00	$300.00	$1,200.00
16	Adjust Meter Box	EA	1	$800.00	$800.00	$353.53	$353.53	$600.00	$600.00	$800.00	$800.00
17	Erosion/Water Pollution Control	LS	1	$1,000.00	$1,000.00	$506.02	$506.02	$500.00	$500.00	$200.00	$200.00
18	Topsoil Type A	TON	45	$80.00	$3,600.00	$79.48	$3,576.60	$144.00	$6,480.00	$65.00	$2,925.00
19	Basalt Rock Mulch	TON	30	$80.00	$2,400.00	$113.65	$3,409.50	$100.00	$3,000.00	$100.00	$3,000.00
20	Landscape Restoration	FA	1	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00
21	Cement Conc. Traffic Curb and Gutter	LF	950	$50.00	$47,500.00	$30.24	$28,728.00	$28.00	$26,600.00	$25.30	$24,035.00
22	Cement Conc. Sidewalk 6 Inch Thick	SY	50	$70.00	$3,500.00	$137.01	$6,850.50	$86.00	$4,300.00	$88.00	$4,400.00
23	Cement Conc. Sidewalk 4 Inch Thick	SY	650	$80.00	$52,000.00	$75.41	$49,016.50	$56.00	$36,400.00	$60.60	$39,390.00
24	Cement Conc. Curb Ramp	EA	10	$3,500.00	$35,000.00	$2,190.45	$21,904.50	$2,160.00	$21,600.00	$1,895.00	$18,950.00
25	Pavement Markings	LS	1	$6,000.00	$6,000.00	$4,315.30	$4,315.30	$8,000.00	$8,000.00	$3,360.00	$3,360.00
	Subtotal Bid Schedule A				$368,400.00		$365,231.92		$376,122.00		$374,568.00

Schedule B: 8th Street and Meade Improvements

Item No.	Description	Unit	Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
26	Minor Change	FA	1	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00
27	Mobilization	LS	1	$4,500.00	$4,500.00	$3,252.80	$3,252.80	$5,000.00	$5,000.00	$11,805.00	$11,805.00
28	Project Temporary Traffic Control	LS	1	$5,000.00	$5,000.00	$2,617.08	$2,617.08	$1,000.00	$1,000.00	$18,500.00	$18,500.00
29	Unclassified Excavation Incl. Haul	CY	40	$150.00	$6,000.00	$216.79	$8,671.60	$210.00	$8,400.00	$220.00	$8,800.00
30	Crushed Surfacing Base Course	TON	30	$100.00	$3,000.00	$134.54	$4,036.20	$125.00	$3,750.00	$71.70	$2,151.00
31	HMA Cl. 3/8 Inch PG 64H-28	TON	10	$300.00	$3,000.00	$154.01	$1,540.10	$430.00	$4,300.00	$395.00	$3,950.00
32	Adjust Catch Basin	EA	2	$800.00	$1,600.00	$306.95	$613.90	$750.00	$1,500.00	$500.00	$1,000.00
33	Erosion/Water Pollution Control	LS	1	$1,000.00	$1,000.00	$253.01	$253.01	$500.00	$500.00	$200.00	$200.00
34	Landscape Restoration	FA	1	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00
35	Cement Conc. Traffic Curb and Gutter	LF	100	$50.00	$5,000.00	$73.24	$7,324.00	$44.00	$4,400.00	$41.00	$4,100.00
36	Cement Conc. Sidewalk 4 Inch Thick	SY	80	$100.00	$8,000.00	$115.48	$9,238.40	$73.00	$5,840.00	$76.00	$6,080.00
37	Cement Conc. Curb Ramp	EA	2	$3,500.00	$7,000.00	$1,539.46	$3,078.92	$1,200.00	$2,400.00	$1,131.00	$2,262.00
38	Pavement Markings	LS	1	$3,000.00	$3,000.00	$1,793.77	$1,793.77	$2,000.00	$2,000.00	$1,985.00	$1,985.00
	Subtotal Bid Schedule B				$52,100.00		$47,419.78		$44,090.00		$65,833.00
	Total Amount Bid Schedule A & B				$420,500.00		$412,651.70		$420,212.00		$440,401.00

Bids were received on August 20, 2026. All bids have been reviewed by this office.

City of Prosser

08/20/2026
Date

Other Bids Received Total A & B	Amount
Fisher Construction, LLS - Selah, WA	$447,250.00
Allstar Construction Group, Inc. - Richland, WA	$567,870.20
Moreno & Castillo Construction - Walla Walla, WA	$615,703.44