

City of Prosser
CITY COUNCIL
REGULAR MEETING AGENDA
Council Chambers, 601 7th Street, Prosser WA 99350
Tuesday, March 10, 2015 at 7:00 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CITIZEN PARTICIPATION
5. MAYOR AND CITY COUNCIL REPORTS AND COMMENTS
 - a.) Confirmation and Oath of Office Acting Finance Direction Toni Yost..... *Page 3*
 - b) Mid-Columbia Libraries Quarterly Report (*Katy McLaughlin, Prosser Branch Manager*)
 - c) Benton County Historical Museum Project Status Update (*Alys Means, Museum Curator*)
6. CONSENT AGENDA
 - a) Approve Payment of Payroll Check Nos. 600315 through 600325 in the amount of \$19,672.87 and Direct Deposits in the Amount of \$98,074.76, for the Period Ending March 10, 2015..... *Page 4*
 - b) Approve Payment of Claim Checks Nos. 12003 through 12011 and 12013 through 12088, in the Amount of \$475,999.84 and Electronic Payments in the Amount of \$3,576,246.93 for the Period Ending March 10, 2015..... *Page 7*
 - c) Approve the 2014 Annual USDA Report *Page 19*
 - d) Approve January 13, 2015 Meeting Minutes..... *Page 23*
7. COUNCIL ACTION
 - a.) Approval of Claim Checks *Page 28*

RECOMMENDATION: Approve Payment of Claim Check Nos. 12012, 12089 and 12090 in the Amount of \$67,120.92 for the Period Ending March 10, 2015.

The first Ordinance passed will be Ordinance 15-2925
The first Resolution passed will be Resolution 15-1478

b) Consideration of Donation to the Prosser Police Department..... Page 31

RECOMMENDATION: Accept the donation of equipment from Cottage Court Market.

8. COUNCIL DISCUSSION

9. ADJOURNMENT

*The first Ordinance passed will be Ordinance 15-2925
The first Resolution passed will be Resolution 15-1478*

Memo

To: Council Members
From: Mayor Paul Warden
Date: March 10, 2015
Re: Finance Director Appointment

As per PMC 2.01.010(B) all appointments shall be made by the Mayor and are subject to confirmation by a majority of the City Council.

I hereby appoint Toni Yost to the position of Acting Finance Director effective March 14, 2015 through March 31, 2015 and effective April 1, 2015 Mrs. Yost shall assume the appointed position of Finance Director for the City of Prosser.

Mayor Paul Warden

Date

MOTION: *Move to confirm the Mayor's appointment Toni Yost to the position of Acting Finance Director effective March 14, 2015 through March 31, 2015 and effective April 1, 2015 Mrs. Yost shall assume the appointed position of Finance Director for the City of Prosser.*

*Upon confirmation, City Clerk Shaw will administer the Oath of Office.

CITY OF PROSSER, WASHINGTON

AGENDA BILL

Agenda Title: Approve payment of payroll check nos. 600315 through 600325 in the amount of \$19,672.87 and direct deposits in the amount of \$98,074.76 for the period ending March 10, 2015

Meeting Date:
March 10, 2015
Regular Meeting

Department:
Finance

Director:
Regina Mauras

Contact Person:
Toni Yost

Phone Number:
(509) 786-2332

Cost of Proposal:
\$117,747.63

Account Number:
Various

Amount Budgeted:
Various amounts in salaries, wages, and benefits.

Name and Fund#
Various

Reviewed by Finance Department:

Ty

Attachments to Agenda Packet Item:

1. Payroll Check Register

Summary Statement:

Payroll check nos. 600315 through 600325 in the amount of \$19,672.87 and direct deposits in the amount of \$98,074.76 for the period ending March 10, 2015

Consistent with or Comparison to:

EXISTING ADOPTED OR PREVIOUS PLANS, POLICIES OR ACTIONS TAKEN BY THE COUNCIL

Recommended City Council Action/Suggested Motion:

Approve payment payroll check nos. 600315 through 600325 in the amount of \$19,672.87 and direct deposits in the amount of \$98,074.76 for the period ending March 10, 2015

Reviewed by Department Director:

Regina Mauras

Date: 3-5-2015

Reviewed by City Attorney:

N/A

Date:

Approved by Mayor:

Paul Wanda

Date: 3-5-15

Today's Date:

March 5, 2015

Revision Number/Date:

File Name and Path:

CHECK REGISTER

City Of Prosser
MCAG #: 0205

02/27/2015 To: 02/27/2015

Time: 16:29:00 Date: 02/24/2015

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1190	02/27/2015	Payroll	1	EFT		2,354.63	February Payroll
1192	02/27/2015	Payroll	1	EFT		1,266.41	February Payroll
1195	02/27/2015	Payroll	1	EFT		2,223.90	February Payroll
1196	02/27/2015	Payroll	1	EFT		3,319.66	February Payroll
1197	02/27/2015	Payroll	1	EFT		2,498.34	February Payroll
1198	02/27/2015	Payroll	1	EFT		1,649.70	February Payroll
1199	02/27/2015	Payroll	1	EFT		3,412.88	February Payroll
1200	02/27/2015	Payroll	1	EFT		3,098.15	February Payroll
1201	02/27/2015	Payroll	1	EFT		4,347.56	February Payroll
1202	02/27/2015	Payroll	1	EFT		4,663.62	February Payroll
1203	02/27/2015	Payroll	1	EFT		3,410.26	February Payroll
1204	02/27/2015	Payroll	1	EFT		221.08	February Payroll
1206	02/27/2015	Payroll	1	EFT		5,028.20	February Payroll
1208	02/27/2015	Payroll	1	EFT		3,490.87	February Payroll
1209	02/27/2015	Payroll	1	EFT		3,429.82	February Payroll
1211	02/27/2015	Payroll	1	EFT		2,739.90	February Payroll
1212	02/27/2015	Payroll	1	EFT		3,685.73	February Payroll
1213	02/27/2015	Payroll	1	EFT		1,915.74	February Payroll
1214	02/27/2015	Payroll	1	EFT		5,410.79	February Payroll
1216	02/27/2015	Payroll	1	EFT		2,624.70	February Payroll
1218	02/27/2015	Payroll	1	EFT		3,443.62	February Payroll
1219	02/27/2015	Payroll	1	EFT		1,555.31	February Payroll
1220	02/27/2015	Payroll	1	EFT		2,728.14	February Payroll
1221	02/27/2015	Payroll	1	EFT		2,960.53	February Payroll
1222	02/27/2015	Payroll	1	EFT		1,999.13	February Payroll
1224	02/27/2015	Payroll	1	EFT		2,892.29	February Payroll
1227	02/27/2015	Payroll	1	EFT		2,941.38	February Payroll
1228	02/27/2015	Payroll	1	EFT		2,230.51	February Payroll
1229	02/27/2015	Payroll	1	EFT		194.45	February Payroll
1230	02/27/2015	Payroll	1	EFT		1,895.34	February Payroll
1231	02/27/2015	Payroll	1	EFT		3,178.20	February Payroll
1232	02/27/2015	Payroll	1	EFT		230.31	February Payroll
1233	02/27/2015	Payroll	1	EFT		4,038.68	February Payroll
1234	02/27/2015	Payroll	1	EFT		4,050.77	February Payroll
1235	02/27/2015	Payroll	1	EFT		2,944.16	February Payroll
1191	02/27/2015	Payroll	1	600315		230.31	February Payroll
1193	02/27/2015	Payroll	1	600316		3,758.73	February Payroll
1194	02/27/2015	Payroll	1	600317		276.28	February Payroll
1205	02/27/2015	Payroll	1	600318		224.51	February Payroll
1207	02/27/2015	Payroll	1	600319		3,476.74	February Payroll
1210	02/27/2015	Payroll	1	600320		714.71	February Payroll
1215	02/27/2015	Payroll	1	600321		2,354.79	February Payroll
1217	02/27/2015	Payroll	1	600322		2,432.77	February Payroll
1223	02/27/2015	Payroll	1	600323		1,513.86	February Payroll
1225	02/27/2015	Payroll	1	600324		1,199.80	February Payroll
1226	02/27/2015	Payroll	1	600325		3,490.37	February Payroll

001 General Fund	46,076.09
102 Street Fund	13,161.85
403 Water Fund	28,938.43
407 Sewer Fund	29,195.50
448 Garbage Fund	375.76

117,747.63 Payroll: 117,747.63

CHECK REGISTER

City Of Prosser
MCAG #: 0205

02/27/2015 To: 02/27/2015

Time: 16:29:00 Date: 02/24/2015
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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[Handwritten Signature]

Signature

[Handwritten Date]

Date

CITY OF PROSSER, WASHINGTON

AGENDA BILL

Agenda Title: Approve payment of claim check nos. 12003 through 12011 and 12013 through 12088, in the amount of \$475,999.84 and Electronic Payments in the amount of \$3,576,246.93 for the period ending March 10, 2015.

Meeting Date:
March 10, 2015
Regular Meeting

Department:
Finance

Director:
Regina Mauras

Contact Person:
Toni Yost

Phone Number:
(509) 786-2332

Cost of Proposal:
\$4,052,246.77
Amount Budgeted:
See 2015 budget for each item listed.

Account Number:
See Attached
Name and Fund#
See Attached

Reviewed by Finance Department:

Ty

Attachments to Agenda Packet Item:

Check Register # 12003 through 12011 and 12013 through 12088

Summary Statement:

Check Payments	Amount	Check Payments	Amount
12003 through 12011	\$36,092.17		
12013 through 12088	\$439,907.67		
Electronic Payments	Amount		
IRS Federal Taxes	\$44,395.16	WA Dept of Licensing	\$39.00
WA Dept. Social & Health Srvc	\$228.60	City of Prosser	\$14,226.21
WA Trust Bank	\$3,516,776.37	US Bank	\$305.29
Xpress Bill Pay	\$276.30		

Consistent with or Comparison to:
City's policy to pay bills in a timely manner.

Recommended City Council Action/Suggested Motion:

Approve payment of check nos. 12003 through 12011 and 12013 through 12088, in the amount of \$475,999.84 and Electronic Payments in the amount of \$3,576,246.93 for the period ending March 10, 2015

Reviewed by Department Director: *Regina Mauras*
Date: *3-5-2015*

Reviewed by City Attorney: N/A
Date:

Approved by Mayor: *Paul Warda*
Date: *3-5-15*

Today's Date:
March 5, 2015

Revision Number/Date:

File Name and Path:

CHECK REGISTER

City Of Prosser
MCAG #: 0205

02/27/2015 To: 02/28/2015

Time: 11:19:23 Date: 03/05/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1236	02/27/2015	Payroll	1	EFT	Irs Federal Taxes	44,395.16	941 Deposit For 02/27/2015 - 02/27/2015
1237	02/27/2015	Payroll	1	EFT	WA Dept Social & Health Serv	228.60	02/01/2015 To 02/28/2015 - DSHS
1238	02/27/2015	Claims	1	EFT	Washington Trust Bank	3,516,776.37	North Prosser Interim Financing Loan Payoff
1239	02/27/2015	Payroll	1	12003	AFLAC	1,718.04	02/01/2015 To 02/28/2015 - AFLAC Pre-Tax; 02/01/2015 To 02/28/2015 - AFLAC Post-Tax
1240	02/27/2015	Payroll	1	12004	AWC Employment Ben Trust	961.82	02/01/2015 To 02/28/2015 - Vision
1241	02/27/2015	Payroll	1	12005	Icma Retirement Trust	766.64	02/01/2015 To 02/28/2015 - 401(R)
1242	02/27/2015	Payroll	1	12006	Kansas Payment Center	1,122.00	02/01/2015 To 02/28/2015 - Support Withholding
1243	02/27/2015	Payroll	1	12007	Opeiu	645.13	02/01/2015 To 02/28/2015 - Union Dues - OPEIU
1244	02/27/2015	Claims	1	12008	Pitney Bowes Inc	125.30	Stamp Machine Ink
1245	02/27/2015	Payroll	1	12009	Teamsters Legal Defense Fund	79.64	02/01/2015 To 02/28/2015 - Legal Defense Fund
1246	02/27/2015	Payroll	1	12010	Teamsters Local Union No 839	1,141.00	02/01/2015 To 02/28/2015 - Union Dues - Teamsters
1247	02/27/2015	Payroll	1	12011	WA Dept Retirement	29,532.60	02/01/2015 To 02/28/2015 - PERS; 02/01/2015 To 02/28/2015 - PERS 3; 02/01/2015 To 02/28/2015 - LEOFF 2; 02/01/2015 To 02/28/2015 - DRS - DCP

511 Legislative	1,007.99
514 Financial, Recording & Elections	4,847.97
518 Centralized Services	487.25
521 Law Enforcement	8,366.04
524 Protective Inspections	1,323.65
558 Planning & Community Devel	738.26
576 Park Facilities	959.75
580 Non Expenditures	50,360.31
001 General Fund	68,091.22
542 Streets - Maintenance	1,950.30
543 Streets Admin & Overhead	255.05
102 Street Fund	2,205.35
534 Water Utilities	4,228.79
539 Irrigation And Reclamation	1,029.97
580 Non Expenditures	3,496,698.90
594 Capital Expenditures	20,077.47
403 Water Fund	3,522,035.13
535 Sewer	5,097.45
407 Sewer Fund	5,097.45
537 Garbage & Solid Waste	63.15
448 Garbage Fund	63.15

	Claims: 3,516,901.67
3,597,492.30	Payroll: 80,590.63

CHECK REGISTER

City Of Prosser
MCAG #: 0205

02/27/2015 To: 02/28/2015

Time: 11:19:23 Date: 03/05/2015
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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Signature

Date

CHECK REGISTER

City Of Prosser
MCAG #: 0205

02/27/2015 To: 02/28/2015

Time: 11:19:05 Date: 03/05/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1249	02/27/2015	Payroll	1	12013	Western Conf Of Teamsters Pension Trust	2,701.24	02/01/2015 To 02/28/2015 - TPT
						<u>2,701.24</u>	
						<u>2,701.24</u>	
						2,701.24	Payroll: 2,701.24

Signature

Date

CHECK REGISTER

City Of Prosser
MCAG #: 0205

03/10/2015 To: 03/10/2015

Time: 10:52:31 Date: 03/05/2015
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1368	03/10/2015	Claims	1	EFT	Prosser, City Of	14,226.21	Water Bill
					001 - 518 31 47 000 - Public Utility Services	522.10	Water Bill
					403 - 534 80 47 000 - Public Utility Services	676.45	Water Bill
					407 - 535 80 47 000 - Public Utility Services	9,844.78	Water Bill
					102 - 542 90 47 000 - Public Utility Services	1,362.86	Water Bill
					001 - 569 21 47 000 - Public Utility Services	526.23	Water Bill
					001 - 572 50 47 000 - Public Utility Services	213.66	Water Bill
					001 - 576 20 47 000 - Public Utility Services	721.39	Water Bill
					001 - 576 80 47 000 - Public Utility Services	358.74	Water Bill
1369	03/10/2015	Claims	1	EFT	US Bank Na	305.29	BIAS Conference- Hotel And Gas; Flowers For Table For Community Awards Banquet
					001 - 511 60 49 000 - Miscellaneous	48.87	Flowers For Table For Community Awards Banquet
					001 - 514 23 43 000 - Travel	256.42	BIAS Conference- Hotel And Gas
1370	03/10/2015	Claims	1	EFT	WA Dept Licensing-Cpl	39.00	Concealed Pistol License
					001 - 586 00 01 000 - Concealed Pistol Lic Disburse	39.00	Concealed Pistol License
1371	03/10/2015	Claims	1	EFT	Xpress Billpay	276.30	Online Billing
					001 - 514 30 49 000 - Miscellaneous	5.52	Online Billing
					403 - 534 80 49 000 - Miscellaneous	69.08	Online Billing
					407 - 535 80 49 000 - Miscellaneous	66.31	Online Billing
					448 - 537 80 49 000 - Miscellaneous	69.08	Online Billing
					403 - 539 20 49 000 - Miscellaneous	66.31	Online Billing
1372	03/10/2015	Claims	1	12014	AWC Drug & Alcohol	903.00	2015 Random Drug Testing
					403 - 534 80 49 000 - Miscellaneous	145.13	2015 Random Drug Testing
					407 - 535 80 49 000 - Miscellaneous	322.50	2015 Random Drug Testing
					403 - 539 20 49 000 - Miscellaneous	145.13	2015 Random Drug Testing
					102 - 542 90 49 000 - Miscellaneous	145.12	2015 Random Drug Testing
					001 - 576 80 49 000 - Miscellaneous	145.12	2015 Random Drug Testing
1373	03/10/2015	Claims	1	12015	Abadan Inc	259.09	Annex Copy Machine Maintenance; Front Desk Copy Machine Maintenance
					001 - 514 23 48 000 - Repairs & Maintenance	142.82	Annex Copy Machine Maintenance
					001 - 514 23 48 000 - Repairs & Maintenance	81.82	Front Desk Copy Machine Maintenance
					403 - 534 80 48 000 - Repairs & Maintenance	4.74	Annex Copy Machine Maintenance
					403 - 534 80 48 000 - Repairs & Maintenance	3.82	Front Desk Copy Machine Maintenance
					407 - 535 80 48 000 - Repairs & Maintenance	4.74	Annex Copy Machine Maintenance
					407 - 535 80 48 000 - Repairs & Maintenance	3.82	Front Desk Copy Machine Maintenance
					448 - 537 80 48 000 - Repairs & Maintenance	4.74	Annex Copy Machine Maintenance
					448 - 537 80 48 000 - Repairs & Maintenance	3.82	Front Desk Copy Machine Maintenance
					403 - 539 20 48 000 - Repairs & Maintenance	4.74	Annex Copy Machine Maintenance
					403 - 539 20 48 000 - Repairs & Maintenance	3.82	Front Desk Copy Machine Maintenance
					102 - 542 90 48 000 - Repairs & Maintenance	0.17	Annex Copy Machine Maintenance
					102 - 542 90 48 000 - Repairs & Maintenance	0.04	Front Desk Copy Machine Maintenance
1374	03/10/2015	Claims	1	12016	Autozone	30.94	Headlight Restoration Kit
					102 - 542 90 31 000 - Office & Operating Supplies	15.47	Headlight Restoration Kit
					001 - 576 80 31 000 - Office & Operating Supplies	15.47	Headlight Restoration Kit
1375	03/10/2015	Claims	1	12017	BDI	65,474.54	Garbage Billing
					448 - 537 80 47 000 - Public Utility Services	65,474.54	Garbage Billing
1376	03/10/2015	Claims	1	12018	BIAS Software	450.00	BIAS Annual Report Workshop
					001 - 514 23 49 000 - Miscellaneous	450.00	BIAS Annual Report Workshop
1377	03/10/2015	Claims	1	12019	Lindsay E Bardessono	251.07	BIAS Conference-Meal Per-diem And Mileage

CHECK REGISTER

City Of Prosser
MCAG #: 0205

03/10/2015 To: 03/10/2015

Time: 10:52:31 Date: 03/05/2015
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			403 - 534 80 43 000		Travel	41.85	BIAS Conference-Meal Per-diem And Mileage
			407 - 535 80 43 000		Travel	41.85	BIAS Conference-Meal Per-diem And Mileage
			448 - 537 80 43 000		Travel	41.84	BIAS Conference-Meal Per-diem And Mileage
			403 - 539 20 43 000		Travel & Training	41.85	BIAS Conference-Meal Per-diem And Mileage
			102 - 543 30 43 000		Travel	41.84	BIAS Conference-Meal Per-diem And Mileage
			001 - 576 80 43 000		Travel	41.84	BIAS Conference-Meal Per-diem And Mileage
1378	03/10/2015	Claims	1	12020	Elia N Belmares	56.00	BIAS Conference-Meal Per-diem And Mileage
			001 - 514 23 43 000		Travel	56.00	BIAS Conference-Meal Per-diem And Mileage
1379	03/10/2015	Claims	1	12021	Benton Co Auditor's Office	5,694.93	City Of Prosser Election Costs; Voter Registration Costs
			001 - 514 40 51 000		Intergovernmental Service	370.93	City Of Prosser Election Costs
			001 - 514 40 51 000		Intergovernmental Service	5,324.00	Voter Registration Costs
1380	03/10/2015	Claims	1	12022	Benton Co Treas Office	5,932.03	Benton Co. Dist. Court And Office Of Public Defense-Dec 2014
			001 - 512 50 51 000		Intergov't Professional Servic	5,932.03	Benton Co. Dist. Court And Office Of Public Defense-Dec 2014
1381	03/10/2015	Claims	1	12023	Benton Co Treas Office	209.39	Crime Victim Comp
			001 - 586 00 03 000		PSEA and CVC Disbursemen	209.39	Crime Victim Comp
1382	03/10/2015	Claims	1	12024	Benton Co Treas Office	2,667.72	Property Taxes 2015; 2015 Property Taxes; 2015 Property Taxes
			001 - 518 31 44 000		External Taxes	2,377.22	Property Taxes 2015
			001 - 521 20 44 000		External Taxes	6.54	Property Taxes 2015
			001 - 522 10 44 000		Property Tax-Fire	6.49	Property Taxes 2015
			403 - 534 80 44 000		External Taxes	75.98	Property Taxes 2015
			407 - 535 80 44 000		External Taxes	19.71	Property Taxes 2015
			407 - 535 80 44 000		External Taxes	7.36	2015 Property Taxes
			407 - 535 80 44 000		External Taxes	8.26	2015 Property Taxes
			448 - 537 80 44 000		External Taxes	8.82	Property Taxes 2015
			403 - 539 20 44 000		External Taxes	6.48	Property Taxes 2015
			102 - 542 90 44 000		External Taxes	38.93	Property Taxes 2015
			001 - 569 21 44 000		External Taxes	6.48	Property Taxes 2015
			001 - 572 50 44 000		External Taxes	6.49	Property Taxes 2015
			001 - 576 80 44 000		External Taxes	98.96	Property Taxes 2015
1383	03/10/2015	Claims	1	12025	Benton Franklin Council Of	3,243.00	2015 Member Assessment
			403 - 534 80 41 000		Professional Services	1,081.00	2015 Member Assessment
			407 - 535 80 41 000		Professional Services	1,081.00	2015 Member Assessment
			102 - 542 30 41 102		Other Services & Charges	1,081.00	2015 Member Assessment
1384	03/10/2015	Claims	1	12026	Benton PUD	263.90	Electric Bill-6th Street
			102 - 542 63 47 000		Public Utility Services	263.90	Electric Bill-6th Street
1385	03/10/2015	Claims	1	12027	Benton REA	581.45	IT Professional Services
			001 - 518 88 41 000		Professional Services	581.45	IT Professional Services
1386	03/10/2015	Claims	1	12028	Bleyhl Farm Service Gas	3,139.15	PD Fuel Charges; Fuel Charges-Waste Water And Building Dept; Fuel Charges-PW

CHECK REGISTER

City Of Prosser
MCAG #: 0205

03/10/2015 To: 03/10/2015

Time: 10:52:31 Date: 03/05/2015
Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 511 60 32 000		Fuel	20.87	Fuel Charges-Waste Water And Building Dept
			001 - 521 20 32 000		Fuel Consumed	1,727.36	PD Fuel Charges
			001 - 524 20 32 000		Fuel Consumed	45.06	Fuel Charges-Waste Water And Building Dept
			403 - 534 80 32 000		Fuel Consumed	201.65	Fuel Charges-PW
			407 - 535 80 32 000		Fuel Consumed	539.25	Fuel Charges-Waste Water And Building Dept
			403 - 539 20 32 000		Fuel Consumed	201.65	Fuel Charges-PW
			102 - 542 90 32 000		Fuel Consumed	201.66	Fuel Charges-PW
			001 - 576 80 32 000		Fuel Consumed	201.65	Fuel Charges-PW
1387	03/10/2015	Claims	1	12029	Blue Line Training	249.00	Patrol Response To OMG Class
			001 - 521 20 49 000		Miscellaneous	249.00	Patrol Response To OMG Class
1388	03/10/2015	Claims	1	12030	Blumenthal	1,034.08	Uniform- Reed; Ear Piece Barrel Tube
			001 - 521 20 21 000		Uniforms & Equipment	866.95	Uniform- Reed
			001 - 521 20 31 000		Office & Operating Supplies	167.13	Ear Piece Barrel Tube
1389	03/10/2015	Claims	1	12031	Boys & Girls Clubs	6,250.00	Boys And Girls Club
			001 - 571 22 41 001		Professional Services	6,250.00	Boys And Girls Club
1390	03/10/2015	Claims	1	12032	Brown's Tire Co Inc	224.89	Big Tex Utility Trailer
			403 - 534 80 31 000		Office & Operating Supplies	56.22	Big Tex Utility Trailer
			403 - 539 20 31 000		Office & Operating Supplies	56.22	Big Tex Utility Trailer
			102 - 542 90 31 000		Office & Operating Supplies	56.22	Big Tex Utility Trailer
			001 - 576 80 31 000		Office & Operating Supplies	56.23	Big Tex Utility Trailer
1391	03/10/2015	Claims	1	12033	Cascade Analytical	909.05	Copper, Zinc, Phosphorous, Kjeldahl, Nitrogen, Ammonia; Kjeldahl Total Nitrogen; Fecal MPN A-1 Conversion
			407 - 535 80 41 000		Professional Services	812.66	Copper, Zinc, Phosphorous, Kjeldahl, Nitrogen, Ammonia
			407 - 535 80 41 000		Professional Services	44.06	Kjeldahl Total Nitrogen
			407 - 535 80 41 000		Professional Services	52.33	Fecal MPN A-1 Conversion
1392	03/10/2015	Claims	1	12034	Cascade Natural Gas Corp	3,779.26	Natural Gas; Natural Gas; Natural Gas; Natural Gas; Natural Gas; Natural Gas
			001 - 518 31 47 000		Public Utility Services	397.95	Natural Gas
			407 - 535 80 47 000		Public Utility Services	115.77	Natural Gas
			407 - 535 80 47 000		Public Utility Services	1,964.51	Natural Gas
			102 - 542 90 47 000		Public Utility Services	430.31	Natural Gas
			001 - 572 50 47 000		Public Utility Services	421.20	Natural Gas
			001 - 576 20 47 000		Public Utility Services	449.52	Natural Gas
1393	03/10/2015	Claims	1	12035	Centurylink	2,410.32	Telephone Bill
			001 - 518 31 42 000		Communications	1,156.33	Telephone Bill
			403 - 534 80 42 000		Communications	329.92	Telephone Bill
			407 - 535 80 42 000		Communications	354.66	Telephone Bill
			448 - 537 80 42 000		Communications	94.56	Telephone Bill
			403 - 539 20 42 000		Communications	94.56	Telephone Bill
			102 - 542 90 42 000		Communications	259.30	Telephone Bill
			102 - 543 30 42 102		Communication	94.56	Telephone Bill
			001 - 576 20 42 000		Communications	26.43	Telephone Bill
1394	03/10/2015	Claims	1	12036	Charter Communications	137.66	PD Basic Cable; Internet Usage-City Hall
			001 - 518 88 42 000		Communications	130.00	Internet Usage-City Hall
			001 - 521 20 42 000		Communications	7.66	PD Basic Cable

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1395	03/10/2015	Claims	1	12037	Cook's True Value	718.51	UPS Shipping; Air Wick Refill; Flashlight Kit; 9V Alk Battery; Blade Dispenser, Utility Knife; Leather Gloves, FIP Tee; Gal Bar & Chain Oil; Lysol Air Refill, Latex Glvoes; Visifl Rope; Finish Nail, T
					001 - 518 31 31 000 - Office & Operating Supplies	18.98	Reset Regulator, Close BRS STD Nipple
					001 - 521 20 31 000 - Office & Operating Supplies	7.05	Air Wick Refill
					001 - 521 20 31 000 - Office & Operating Supplies	4.32	Key Cutting
					001 - 521 20 42 000 - Communications	12.96	UPS Shipping
					403 - 534 80 31 000 - Office & Operating Supplies	13.02	Flashlight Kit
					403 - 534 80 31 000 - Office & Operating Supplies	88.81	Leather Gloves, FIP Tee
					403 - 534 80 31 000 - Office & Operating Supplies	5.42	Lysol Air Refill, Latex Glvoes
					407 - 535 80 31 000 - Office & Operating Supplies	19.54	Visifl Rope
					407 - 535 80 31 000 - Office & Operating Supplies	29.62	Weld Rod, Soap Stone Holder & Refill
					407 - 535 80 31 000 - Office & Operating Supplies	4.14	Screws, A. Angle
					407 - 535 80 31 000 - Office & Operating Supplies	13.55	Mouse Attractant Gel, Mouse Snap Trap
					407 - 535 80 31 000 - Office & Operating Supplies	22.74	Cutt Wheel
					403 - 539 20 31 000 - Office & Operating Supplies	16.28	9V Alk Battery
					403 - 539 20 31 000 - Office & Operating Supplies	88.81	Leather Gloves, FIP Tee
					403 - 539 20 31 000 - Office & Operating Supplies	5.42	Lysol Air Refill, Latex Glvoes
					102 - 542 90 31 000 - Office & Operating Supplies	26.03	Blade Dispenser, Utility Knife
					102 - 542 90 31 000 - Office & Operating Supplies	88.81	Leather Gloves, FIP Tee
					102 - 542 90 31 000 - Office & Operating Supplies	6.51	Gal Bar & Chain Oil
					102 - 542 90 31 000 - Office & Operating Supplies	5.43	Lysol Air Refill, Latex Glvoes
					102 - 542 90 31 000 - Office & Operating Supplies	9.21	Finish Nail, Titebond Glue
					102 - 542 90 31 000 - Office & Operating Supplies	10.31	Chalk Reel
					001 - 576 80 31 000 - Office & Operating Supplies	88.81	Leather Gloves, FIP Tee
					001 - 576 80 31 000 - Office & Operating Supplies	6.51	Gal Bar & Chain Oil
					001 - 576 80 31 000 - Office & Operating Supplies	5.42	Lysol Air Refill, Latex Glvoes
					001 - 576 80 31 000 - Office & Operating Supplies	66.77	Blue Wire Connector, Elec Ballast
					001 - 576 80 31 000 - Office & Operating Supplies	35.82	Fireman Nozzle, Tank Sprayer
					001 - 576 80 31 000 - Office & Operating Supplies	18.22	90 Deg SxT Ell, Gate Valve
1396	03/10/2015	Claims	1	12038	Cop Shop, Inc	175.97	Black Shirt-Cole; Black Hem Pants
					001 - 521 20 21 000 - Uniforms & Equipment	125.98	Black Shirt-Cole
					001 - 521 20 21 000 - Uniforms & Equipment	49.99	Black Hem Pants
1397	03/10/2015	Claims	1	12039	Cummins Northwest Inc	1,673.10	Repairs To PD Generator
					001 - 518 31 48 000 - Repairs & Maintenance	1,673.10	Repairs To PD Generator
1398	03/10/2015	Claims	1	12040	DataPro Solutions Inc	41.04	Redbeam Asset Tracking
					001 - 518 88 31 000 - Office & Operating Supplies	10.26	Redbeam Asset Tracking
					403 - 534 80 31 000 - Office & Operating Supplies	10.26	Redbeam Asset Tracking
					407 - 535 80 31 000 - Office & Operating Supplies	10.26	Redbeam Asset Tracking
					102 - 542 90 31 000 - Office & Operating Supplies	10.26	Redbeam Asset Tracking
1399	03/10/2015	Claims	1	12041	Denchel's Ford Country	101.54	Dome Light Repairs
					001 - 521 20 48 000 - Repairs & Maintenance	101.54	Dome Light Repairs
1400	03/10/2015	Claims	1	12042	Robert C Elder	69.81	Council Travel-Mileage
					001 - 511 60 43 000 - Travel	69.81	Council Travel-Mileage
1401	03/10/2015	Claims	1	12043	Ron Emick	54.61	Refund inactive customer credit balance
					403 - 343 41 00 000 - Water Revenues	-54.61	
1402	03/10/2015	Claims	1	12044	Fsi Fabrication Inc	279.66	Metal For Flat Bed Racks
					407 - 535 80 31 000 - Office & Operating Supplies	279.66	Metal For Flat Bed Racks
1403	03/10/2015	Claims	1	12045	G&R Ag Products	875.85	Wheel Assy Dk Dp Brg, Rear W/dp Bearings; Clutch Integral Plug

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			102 - 542 70 31 000		Office & Operating Supplies	179.29	Wheel Assy Dk Dp Brg, Rear W/dp Bearings
			102 - 542 90 31 000		Office & Operating Supplies	258.63	Wheel Assy Dk Dp Brg, Rear W/dp Bearings
			001 - 576 80 31 000		Office & Operating Supplies	179.30	Clutch Integral Plug
			001 - 576 80 31 000		Office & Operating Supplies	258.63	Wheel Assy Dk Dp Brg, Rear W/dp Bearings
			001 - 576 80 31 000		Office & Operating Supplies	258.63	Clutch Integral Plug
1404	03/10/2015	Claims	1	12046	Galls, An Aramark Co LLC	196.51	Oakley Assault Boot
			001 - 521 20 21 000		Uniforms & Equipment	196.51	Oakley Assault Boot
1405	03/10/2015	Claims	1	12047	Grainger Inc	407.90	Tie-Down Straps; Bucket Organizer, Corrugated Shelf Bin, Safety Glasses
			407 - 535 80 31 000		Office & Operating Supplies	143.44	Tie-Down Straps
			102 - 542 90 31 000		Office & Operating Supplies	264.46	Bucket Organizer, Corrugated Shelf Bin, Safety Glasses
1406	03/10/2015	Claims	1	12048	Timken Motor & Crane Serv H&n Electric Inc	475.43	ODP Prem EFE. Teco/West
			407 - 535 80 31 000		Office & Operating Supplies	475.43	ODP Prem EFE. Teco/West
1407	03/10/2015	Claims	1	12049	Albert & Teri Holmes	500.00	Refund Planning Project 15-1
			001 - 589 00 07 000		Planning Deposit Disburseme	500.00	Refund Planning Project 15-1
1408	03/10/2015	Claims	1	12050	Stephen & Shellie Hudson	71.35	Refund inactive customer credit balance
			403 - 343 41 00 000		Water Revenues	-71.35	
1409	03/10/2015	Claims	1	12051	Language Line Services Inc	4.96	Over The Phone Interpretation
			001 - 521 20 41 000		Professional Services	4.96	Over The Phone Interpretation
1410	03/10/2015	Claims	1	12052	Leaf	123.80	PD Copy Machine Lease
			001 - 514 23 45 000		Operating Rentals & Leases	123.80	PD Copy Machine Lease
1411	03/10/2015	Claims	1	12053	Lourdes Occupational Health	243.00	Physical - Comprehensive
			001 - 521 20 41 000		Professional Services	243.00	Physical - Comprehensive
1412	03/10/2015	Claims	1	12054	The Markets LLC	54.46	Super Chil Water; Dry Ice; Super Chil Water
			407 - 535 80 31 000		Office & Operating Supplies	41.19	Super Chil Water
			407 - 535 80 31 000		Office & Operating Supplies	0.76	Dry Ice
			407 - 535 80 31 000		Office & Operating Supplies	12.51	Super Chil Water
1413	03/10/2015	Claims	1	12055	Mid-Columbia Library	14,869.91	Mid-Columbia Library
			001 - 572 20 51 000		Intergov't Professional Servic	14,869.91	Mid- Columbia Libraries
1414	03/10/2015	Claims	1	12056	Moon Security	54.95	Basic Commercial Monitoring
			001 - 521 20 41 000		Professional Services	54.95	Basic Commercial Monitoring
1415	03/10/2015	Claims	1	12057	Mountain States Construction Co	120.40	Refund inactive customer credit balance
			403 - 343 41 00 000		Water Revenues	-120.40	
1416	03/10/2015	Claims	1	12058	Mountain States Construction	215,777.71	Zone 2.5
			420 - 594 34 63 420		Improvements Other than Bui	215,777.71	Zone 2.5
1417	03/10/2015	Claims	1	12059	North Central Laboratories	808.51	Ammonia ISA Buff-Use, Pipet Bulb, Whatman 934AH, Bod Seed
			407 - 535 80 31 000		Office & Operating Supplies	808.51	Ammonia ISA Buff-Use, Pipet Bulb, Whatman 934AH, Bod Seed

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1418	03/10/2015	Claims	1	12060	Office Depot	243.69	1099 Form; Weave Bin, Sharpie, Note Cards; Self Inking Stamp; Copy Paper
					001 - 514 23 31 000 - Office & Operating Supplies	18.45	1099 Form
					001 - 514 23 31 000 - Office & Operating Supplies	29.88	Weave Bin, Sharpie, Note Cards
					001 - 514 23 31 000 - Office & Operating Supplies	27.14	Self Inking Stamp
					001 - 514 23 31 000 - Office & Operating Supplies	145.45	Copy Paper
					403 - 534 80 31 000 - Office & Operating Supplies	5.68	Copy Paper
					407 - 535 80 31 000 - Office & Operating Supplies	5.68	Copy Paper
					448 - 537 80 31 000 - Office & Operating Supplies	5.68	Copy Paper
					403 - 539 20 31 000 - Office & Operating Supplies	5.68	Copy Paper
					102 - 542 90 31 000 - Office & Operating Supplies	0.05	Copy Paper
1419	03/10/2015	Claims	1	12061	Outwest Pet Rescue	400.00	Animal Control Services
					001 - 524 20 41 000 - Professional Services	400.00	Animal Control Services
1420	03/10/2015	Claims	1	12062	Pentair Valves & Controls Us	2,382.64	Actuator For The Effluent Valve
					407 - 535 80 31 000 - Office & Operating Supplies	2,382.64	Actuator For The Effluent Valve
1421	03/10/2015	Claims	1	12063	Pocketinet Communications	398.00	Wide Area Network, Dedicated 3 Mbps Internet
					001 - 518 88 42 000 - Communications	398.00	Wide Area Network, Dedicated 3 Mbps Internet
1422	03/10/2015	Claims	1	12064	Pollard Water	407.71	Geophone
					407 - 535 80 31 000 - Office & Operating Supplies	407.71	Geophone
1423	03/10/2015	Claims	1	12065	The Print Guys Inc	63.87	Business Cards-Reed
					001 - 521 20 31 000 - Office & Operating Supplies	63.87	Business Cards-Reed
1424	03/10/2015	Claims	1	12066	Prosser Napa	9.14	U Joint; Oil Filter
					403 - 534 80 31 000 - Office & Operating Supplies	-4.47	U Joint
					403 - 534 80 31 000 - Office & Operating Supplies	13.51	Oil Filter
					403 - 539 20 31 000 - Office & Operating Supplies	-4.47	U Joint
					102 - 542 90 31 000 - Office & Operating Supplies	-4.47	U Joint
					102 - 542 90 31 000 - Office & Operating Supplies	13.51	Oil Filter
					001 - 576 80 31 000 - Office & Operating Supplies	-4.47	U Joint
1425	03/10/2015	Claims	1	12067	Prosser Rentals	50.39	Propane; Propane
					102 - 542 30 31 000 - Office & Operating Supplies	34.75	Propane
					102 - 542 90 31 000 - Office & Operating Supplies	15.64	Propane
1426	03/10/2015	Claims	1	12068	Prosser, City Of	53,030.81	Utility Tax; Utility Tax; Utility Tax
					403 - 534 80 44 000 - External Taxes	21,634.51	Utility Tax
					407 - 535 80 44 000 - External Taxes	28,121.82	
					448 - 537 80 44 000 - External Taxes	3,274.48	Utility Tax
1427	03/10/2015	Claims	1	12069	Rainwater Water Co	40.74	Water; Water Cooler Rental; Water
					407 - 535 80 31 000 - Office & Operating Supplies	12.00	Water
					407 - 535 80 31 000 - Office & Operating Supplies	18.00	Water
					407 - 535 80 45 000 - Operating Rentals & Leases	10.74	Water Cooler Rental
1428	03/10/2015	Claims	1	12070	Ralph's Auto Trim	189.52	Door Logos
					102 - 542 70 31 000 - Office & Operating Supplies	189.52	Door Logos
1429	03/10/2015	Claims	1	12071	Ranch & Home Inc	510.40	Mounting Bracket Kit, Underbody Box
					407 - 535 80 31 000 - Office & Operating Supplies	510.40	Mounting Bracket Kit, Underbody Box
1430	03/10/2015	Claims	1	12072	Lee W Reed	113.85	Access Training- Mileage
					001 - 521 20 43 000 - Travel	113.85	Access Training- Mileage

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1431	03/10/2015	Claims	1	12073 Rogers Machinery Company Inc	654.89	After Cooler
				407 - 535 80 31 000 - Office & Operating Supplies	654.89	After Cooler
1432	03/10/2015	Claims	1	12074 Saxton Riley, PLLC	6,894.90	1036 Alice (Hunt); 1952 Mountain View Drive; Administration (Civil); Planning; 14-11 CCHS; Prosser Police Department; Records Request (Civil); Records Request (Criminal); SMP Update; Water Dept; Stree
				001 - 512 50 41 000 - Professional Services	3,827.20	Prosser Police Department
				001 - 515 30 41 000 - Professional Services	126.68	1036 Alice (Hunt)
				001 - 515 30 41 000 - Professional Services	20.00	1952 Mountain View Drive
				001 - 515 30 41 000 - Professional Services	1,605.00	Administration (Civil)
				001 - 515 30 41 000 - Professional Services	35.00	Records Request (Civil)
				001 - 515 30 41 000 - Professional Services	20.00	Records Request (Criminal)
				403 - 534 80 41 000 - Professional Services	20.00	Water Dept
				102 - 542 63 41 000 - Professional Services	60.00	Streets
				102 - 542 90 41 000 - Professional Services	140.00	Public Works Dept.
				001 - 558 60 41 000 - Professional Services	575.00	Planning
				001 - 558 60 41 000 - Professional Services	431.02	14-11 CCHS
				001 - 558 60 41 000 - Professional Services	35.00	SMP Update
1433	03/10/2015	Claims	1	12075 Standard Paint & Flooring, LLC	87.40	Graco Tip Extension; Graco Tip Extension
				102 - 542 64 31 000 - Office & Operating Supplies	43.70	Graco Tip Extension
				102 - 542 64 31 000 - Office & Operating Supplies	43.70	Graco Tip Extension
1434	03/10/2015	Claims	1	12076 TMG Services	624.45	1/2 Female Adapter SxT, Male Adapter
				403 - 534 80 48 000 - Repairs & Maintenance	624.45	1/2 Female Adapter SxT, Male Adapter
1435	03/10/2015	Claims	1	12077 Tolman Electric	228.06	Service Call-Waste Water
				407 - 535 80 41 000 - Professional Services	228.06	Service Call-Waste Water
1436	03/10/2015	Claims	1	12078 Tri-City Herald Inc - Tri-ci	168.49	Newspaper Subscription
				001 - 521 20 41 000 - Professional Services	168.49	Newspaper Subscription
1437	03/10/2015	Claims	1	12079 Utility Service Co	2,855.20	Gound Storage 3 MG Tank
				403 - 594 34 64 000 - Machinery & Equipment	2,855.20	Gound Storage 3 MG Tank
1438	03/10/2015	Claims	1	12080 Valley Publishing Co Inc	42.00	Ordinance Summary 15-2923 &15-2924
				001 - 514 30 41 000 - Professional Services	42.00	Ordinance Summary 15-2923 &15-2924
1439	03/10/2015	Claims	1	12081 Valley Truck Repair Inc	7,471.38	Flat Bed For Chevy Truck
				407 - 594 35 64 000 - Machinery & Equipment	7,471.38	Flat Bed For Chevy Truck
1440	03/10/2015	Claims	1	12082 Vine Tech Equipment	52.37	Teejet Spray Tip, Screen Check Ball
				102 - 542 70 31 000 - Office & Operating Supplies	52.37	Teejet Spray Tip, Screen Check Ball
1441	03/10/2015	Claims	1	12083 WA Dept Of Enterprise Services	400.00	Federal Surplus
				001 - 521 20 51 000 - Intergov't Professional Servic	400.00	Federal Surplus
1442	03/10/2015	Claims	1	12084 WA Dept Transportation Sc	647.20	Inspection Costs-Water Trans Main; Signal Maintenance- North River Rd; Signal Maintenance-WCR & 6th St
				403 - 534 80 51 000 - Intergov'T Professional Servic	84.12	Inspection Costs-Water Trans Main
				102 - 542 64 51 000 - Intergov't Professional Servic	112.46	Signal Maintenance- North River Rd
				102 - 542 64 51 000 - Intergov't Professional Servic	450.62	Signal Maintenance- WCR & 6th St

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1443	03/10/2015	Claims	1	12085	WA State Treasurer	10,974.94	PSEA
			001 - 586 00 03 000 -		PSEA and CVC Disbursemen	10,974.94	PSEA
1444	03/10/2015	Claims	1	12086	Watertech	4,658.94	55 Lbs Polymer
			407 - 535 80 31 000 -		Office & Operating Supplies	4,658.94	55 Lbs Polymer
1445	03/10/2015	Claims	1	12087	The Wesley Group	1,700.00	Labor Relations Consultation
			001 - 518 10 41 000 -		Professional Services	1,700.00	Labor Relations Consultation
1446	03/10/2015	Claims	1	12088	Tonelle M Yost	56.00	BIAS Conference-Meal Per-diem
			001 - 514 23 49 000 -		Miscellaneous	56.00	BIAS Conference-Meal Per-diem

001 General Fund	70,653.42	
102 Street Fund	6,002.17	
403 Water Fund	29,015.19	
407 Sewer Fund	61,627.18	
420 Zone 2.5 Water Supply Improv	215,777.71	
448 Garbage Fund	68,977.56	
	Claims:	452,053.23
* Transaction Has Mixed Revenue And Expense Accounts	452,053.23	

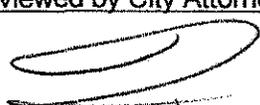
T. Yost

Signature

3/5/15

Date

CITY OF PROSSER, WASHINGTON
AGENDA BILL

<u>Agenda Title:</u> Approve the Annual USDA Report.		<u>Meeting Date:</u> March 10, 2015 Regular Meeting	
<u>Department:</u> Finance	<u>Director:</u> Regina Mauras	<u>Contact Person:</u> Toni Yost	<u>Phone Number:</u> (509) 786-8225
<u>Cost of Proposal:</u> n/a		<u>Account Number:</u>	
<u>Amount Budgeted:</u> n/a		<u>Name and Fund#</u>	
<u>Reviewed by Finance Department:</u> Prepared in accordance with USDA instructions TYG			
<u>Attachments to Agenda Packet Item:</u> 1. United States Department of Agriculture Rural Development Annual Report			
<u>Summary Statement:</u> Annually the City of Prosser is required to report to the United States Department of Agriculture (USDA) Rural Development information regarding the City of Prosser's water revenue and expenses. This information is required due to the outstanding loans the City of Prosser owes to the USDA for water system improvements which occurred in 1998, 1999 and most recently in 2011 for the construction of the North Prosser Water System Improvements Project and the Village Park Improvement Project.			
<u>Consistent with or Comparison to:</u> EXISTING ADOPTED OR PREVIOUS PLANS, POLICIES OR ACTIONS TAKEN BY THE COUNCIL			
<u>Recommended City Council Action/Suggested Motion:</u> Approve the Annual USDA Report			
<u>Reviewed by Department Director:</u> Regina Mauras Date: 3-5-2015	<u>Reviewed by City Attorney:</u>  Date: 2/24/15	<u>Approved by Mayor:</u>  Date: 3-5-15	
<u>Today's Date:</u> February 24, 2015	<u>Revision Number/Date:</u>	<u>File Name and Path:</u>	

UNITED STATES DEPARTMENT OF AGRICULTURE
STATEMENT OF BUDGET, INCOME AND EQUITY

Schedule 1

Name
City of Prosser, WA

Address 601 7th Street
Prosser, WA 99350

(1) OPERATING INCOME	PRIOR YEAR Actual (2)	ANNUAL BUDGET BEG 01-01-2014 END 12-31-2014 (3)	For the 01-01-2014 Months Ended 12-31-2014		
			CURRENT YEAR		Actual YTD (Over) Under Budget Col. 3 - 5 = 6 (6)
			Actual Data		
			Current Quarter (4)	Year To Date (5)	
1. Int Gov Rev	0	0		0	0
2. Charges	2,130,930	2,223,257		2,321,357	-98,100
3. Fine&Forfeits	34,371	38,000		31,636	6,364
4. Other Fin Sources	653,654	2,642,015		2,013,149	628,866
5. Miscellaneous	14,922	5,050		11,978	-6,928
6. Less: Allowances and Deductions					0
7. Total Operating Income (Add lines 1 through 6)	2,833,877	4,908,322	0	4,378,120	530,202
OPERATING EXPENSES					
8. Wages	332,729	395,475		391,552	3,923
9. Benefits	137,522	176,011		166,943	9,068
10. Supplies	78,826	70,200		88,503	-18,303
11. Other Services	1,186,736	1,318,851		1,386,321	-67,470
12. Debt	271,113	341,853		148,494	193,359
13. Capital	602,168	2,506,325		1,618,331	887,994
14. Int Services	11,094	1,000		9,173	-8,173
15. Interest	173,724	207,632		151,131	56,501
16. Depreciation					0
17. Total Operating Expense (Add Lines 8 through 16)	2,793,912	5,017,347	0	3,960,448	1,056,899
18. NET OPERATING INCOME (LOSS) (Line 7 less 17)	39,965	-109,025	0	417,672	-526,697
NONOPERATING INCOME					
19. Non Revenue	7,671	0		0	0
20. Non Expense	-9,194	0		-186,451	186,451
21. Total Nonoperating Income (Add 19 and 20)	-1,523	0	0	-186,451	186,451
22. NET INCOME (LOSS) (Add lines 18 and 21)	38,442	-109,025	0	231,221	-340,246
23. Equity Beginning of Period	1,928,503	1,966,945		1,966,945	0
24. rounding		0	0		0
25.					0
26. Equity End of Period (Add lines 22 through 25)	1,966,945	1,857,920	0	2,198,166	-340,246

Budget and Annual Report Approved by Governing Body

Quarterly Reports Certified Correct

[Signature]

3/8/15

Secretary

Date

Appropriate Official

Date

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015. The time required to complete this information collection is estimated to average 2-1/2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Form RD 442-3 (Rev. 3-97)	Name City of Prosser, WA Address 601 7th Street Prosser, WA 99350
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BALANCE SHEET

		01-01-2013	01-01-2012	
	Month	Day	Year	
	<i>Current Year</i>		<i>Prior Year</i>	
ASSETS				
<u>CURRENT ASSETS</u>				
1. Cash on hand in Banks		\$2,198,166.00	\$1,966,945.00	
2. Time deposits and short-term investments				
3. Accounts receivable		\$45,697.34	\$62,154.87	
4. Less: Allowance for doubtful accounts		()	()	
5. Inventories				
6. Prepayments				
7.				
8.				
9. Total Current Assets (Add 1 through 8)		\$2,243,863.34	\$2,029,099.87	
<u>FIXED ASSETS</u>				
10. Land		\$11,007,000.00	\$11,007,000.00	
11. Buildings				
12. Furniture and equipment				
13.				
14. Less: Accumulated depreciation		()	()	
15. Net Total Fixed Assets (Add 10 through 14)		\$11,007,000.00	\$11,007,000.00	
<u>OTHER ASSETS</u>				
16.				
17.				
18. Total Assets (Add 9, 15, 16 and 17)		\$13,250,863.34	\$13,036,099.87	
LIABILITIES AND EQUITIES				
<u>CURRENT LIABILITIES</u>				
19. Accounts payable				
20. Notes payable				\$0.00
21. Current portion of USDA note		\$0.00	\$0.00	
22. Customer deposits		\$0.00	\$0.00	
23. Taxes payable				
24. Interest payable				
25.				
26.				
27. Total Current Liabilities (Add 19 through 26)		\$0.00	\$0.00	
<u>LONG-TERM LIABILITIES</u>				
28. Notes payable USDA		\$3,383,619.70	\$3,439,134.10	
29. Other Water Debt		\$2,414,750.00	\$489,480.24	
30. Interim Financing for USDA Loan		\$3,507,000.00	\$3,267,007.30	
31. Total Long-Term Liabilities (Add 28 through 30)		\$9,305,369.70	\$7,195,621.64	
32. Total Liabilities (Add 27 and 31)		\$9,305,369.70	\$7,195,621.64	
<u>EQUITY</u>				
33. Retained earnings				
34. Memberships				
35. Total Equity (Add lines 33 and 34)		\$0.00	\$0.00	
36. Total Liabilities and Equity (Add lines 32 and 35)		\$9,305,369.70	\$7,195,621.64	

CERTIFIED CORRECT	Date	Appropriate Official (Signature)
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According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0570-0015. The time required to complete this information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

SUPPLEMENTAL DATA

The Following Data Should Be Supplied Where Applicable

Circle One

1. ALL BORROWERS

- a. Are deposited funds in institutions insured by the Federal Government? Yes No
- b. Are you exempt from Federal Income Tax? Yes No
- c. Are Local, State and Federal Taxes paid current? Yes No
- d. Is corporate status in good standing with State? Yes No
- e. List kinds and amounts of insurance and fidelity bond: Complete Only when submitting annual budget information:

<u>Insurance Coverage and Policy Number</u>	<u>Insurance Company and Address</u>	<u>Amount of Coverage</u>	<u>Expiration Date of Policy</u>
Property Insurance Policy # CP066301648	Cities Insurance Association of WA		12-31-2015
Liability Policy # CP066301648	18106 140th Ave NE		12-31-2015
Fidelity Policy # CP066301648	Woodenville, WA 98072-6874		12-31-2015

2. RECREATION AND GRAZING ASSOCIATION BORROWERS ONLY

Current Quarter

Year to Date

a. Number of Members

3. WATER AND/OR SEWER UTILITY BORROWERS ONLY

- a. Water purchased or produced (CU FT - GAL)
- b. Water sold (CU FT - GAL)
- c. Treated waste (CU FT - GAL)
- d. Number of users - water
- e. Number of users - sewer

gal.	72910000gal.
gal.	587992757gal.
gal.	297509000gal.
	1905
	1803

4. OTHER UTILITIES

- a. Number of users
- b. Product purchased
- c. Product sold

5. HEALTH CARE BORROWERS ONLY

- a. Number of beds
- b. Patient days of care
- c. Percentage of occupancy
- d. Number of outpatient visits

_____% _____%

6. DISTRIBUTION OF ALL CASH AND INVESTMENTS*

Indicate balances in the following accounts:

	<u>Construction</u>	<u>Revenue</u>	<u>Debt Service</u>	<u>Operation & Maintenance</u>	<u>Reserve</u>	<u>All Others</u>	<u>Grand Total</u>
Cash	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ 0
Savings and Investments	\$ _____	\$ _____	\$ 358,661	\$ 795,228	\$ 1,044,277	\$ _____	\$ 2,198,166
Total	\$ 0	\$ 0	\$ 358,661	\$ 795,228	\$ 1,044,277	\$ 0	\$ 2,198,166

7. AGE ACCOUNTS RECEIVABLE AS FOLLOWS:

	<u>Days</u>				<u>*Total</u>
	<u>0-30</u>	<u>31-60</u>	<u>61-90</u>	<u>91 and Older</u>	
Dollar Values	\$ 0	\$ 32,703	\$ 1,490	\$ 11,504	\$ 45,697
Number of Accounts	0	293	18	21	332

*Totals must agree with those on Balance Sheet.

**CITY OF PROSSER, WASHINGTON
601 7TH STREET
CITY COUNCIL CHAMBERS
CITY COUNCIL REGULAR MEETING
TUESDAY, JANUARY 13, 2015**

CALL TO ORDER

Mayor Warden called the Regular Meeting of the Prosser City Council to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Prosser Heights Elementary “Kid that Cares” award recipient Maddie Anderson.

ROLL CALL

Council Members Aubrey, Taylor, Hamilton, Everett, Ward, Becken, and Elder were present.

Others in attendance were City Clerk Shaw, Finance Director Mauras, City Planner Zetz, Police Chief Giles, and City Attorney Saxton.

CITIZEN PARTICIPATION

Gary McClure, 1119 Court Street, reported he received a letter from the City of Prosser regarding the illegal parking of his Recreational Vehicle in public right-of-way. Mr. McClure stated he did not believe that the RV was an issue due to the fact that his house is the last residence located at the end of a dead end street and currently is not blocking any of the neighbor’s view.

Council Member Taylor inquired as to whether or not there was a provision in the Code that granted a variance.

City Planner Zetz advised there is not a provision in the Code as it is currently written.

Richard Harris, 1422 Prosser Avenue, stated he has an RV that is currently parked off the street, outside the 20 foot setback however, it is parked in his own property. He further stated he understood there being an issue if the RV was in the right-of-way but that is not the case and requested that Council reconsider the ordinance.

Karen Rumsey, 705 Main Street, said she had previously submitted a letter via email to the City Council regarding her concerns with the Prosser Municipal Code 18.60.070 as drafted and asked that Council consider amending the section the addresses the 20 foot setback.

MAYOR AND COUNCIL REPORTS AND COMMENTS

Council Member Becken advised Ben-Franklin Transit will be getting new buses and trolleys that hope to be in route by 2016.

Council Member Ward reported he recently attended a Prosser Economic Development Association Board meeting where the Board's Strategic Plan was discussed and expressed his concern with the lack of residential housing.

Council Member Aubrey said he was concerned with the lack of lighting at the recycle bin and would like to look into solar lighting as an option.

Mayor Warden said he Public Works Director DaCorsi will be looking into the issue.

New Agenda Bill Format

City Clerk Shaw briefed Council on a new agenda bill format staff will be using and asked Council for any feedback. Council had no issues with the format.

CONSENT AGENDA

A motion was made by Council Member Taylor, seconded by Council Member Becken to remove items E and J from the Consent Agenda and to approve Consent Agenda Items "A – D, F – I." Motion passed 7 YES, 0 NO, 0 ABSENT.

- a) Accept Monthly Report by Prosser Economic Development Association for the Month of December 2014 and Authorize Payment for Those Services in the Amount of \$2,166.66 and Authorize Payment in the Amount of \$1,333.34 for Grant Writer Services
- b) Approve Payment of Claim Checks Nos. 11781 through 11814 in the Amount of \$200,952.43 and Electronic Payments in the Amount of \$22,913.14, for the Period Ending January 13, 2015
- c) Approve Progress Bill No. 7 in the Amount of \$13,906.25 for Work Performed by HLA, Inc., through November 30, 2014, for Preliminary Engineering and Design on the Old Inland Empire Highway Improvements Project and Authorize the Mayor to Sign the Documents
- d) Approve Drinking Water State Revolving Fund (DWSRF) Invoice Voucher Request No. 10 in the Amount of \$4,712.00 for the Zone 2.5 Water supply Improvements Project and Authorize the Mayor to Sign the Documents
- f) Approve November 4, 2014 Meeting Minutes
- g) Approve November 18, 2014 Meeting Minutes
- h) Approve November 25, 2014 Meeting Minutes
- i) Approve December 2, 2014 Meeting Minutes

COUNCIL ACTION

CONSIDERATION OF ADDENDUM NO. 1 TO LEGAL SERVICES CONTRACT FOR CITY ATTORNEY HOWARD SAXTON

Council Member Aubrey asked for an explanation of the monthly fee of \$3,000. City Attorney Saxton explained that the \$3,000 was a monthly flat rate for criminal and prosecution duties and would simplify the process for administration. A motion was made by Council member Taylor, seconded by Council Member Everett to approve Addendum No. 1 to Legal Services Contract for City Attorney Howard Saxton, increasing the hourly rate at \$120/hour and setting the monthly fee of \$3,000 for criminal and prosecution duties for the City and authorize the Mayor to sign the contract. Motion passed 7 YES, 0 NO, 0 ABSENT.

CONSENT AGENDA (Cont.)

City Clerk Shaw explained that the item was removed from the Consent Agenda as the resolution had been inadvertently omitted from the packet. A copy of the resolution was provided to the Council. A motion was made by Council Member Taylor, seconded by Council Member Aubrey to approve Item "E." Motion passed 7 YES, 0 NO, 0 ABSENT.

- e) Adopt Resolution 15-1472 Approving the Interlocal Cooperation Agreement Between the City of Prosser and Benton County for the Bituminous Surface Treatment Program 2015 and Authorize the Mayor to Sign the Agreement

City Clerk Shaw advised of typos she discovered in the December 9, 2014 meeting minutes provided Council with a copy that included necessary corrections. A motion was made by Council Member Taylor, seconded by Council Member Everett to approve Item "J" as amended. Motion passed 7 YES, 0 NO, 0 ABSENT.

- j) Approve December 9, 2014 Meeting Minutes

COUNCIL ACTION

CONSIDERATION OF A MITIGATION AGREEMENT BETWEEN PROSSER SCHOOL DISTRICT, GENESIS HOUSING SERVICES AND THE CITY OF PROSSER

Mayor Warden explained a revised copy of the proposed Mitigation Agreement had been emailed to Council earlier in the day and a printed redlined copy was provided to them for consideration.

A motion was made by Council Member Becken, seconded by Council Member Taylor to approve a Mitigation Agreement between Prosser School District, Genesis Housing Services and the City of Prosser as it relates to the Prosser Family Housing Project, and authorize the Mayor to sign the contract.

Council Member Hamilton stated he did not agree with the City being the responsible party to hold the escrow funds as it related to the agreement.

City Attorney Saxton explained it was never the City's intent to hold the funds. The language in Section 4 of the agreement only allows the City authority to be the escrow agent if the parties cannot agree or the City may designate a bank select or an escrow agent.

Discussion continued in regard the relevance of the escrow agent.

Mayor Warden commended City Planner Zetz and City Attorney Saxton for their efforts and dedication to this item.

Council Member Becken restated the motion which was seconded by Council Member Taylor to include approving the agreement as amended. Motion passed 7 YES, 0 NO, 0 ABSENT.

CONSIDERATION OF THE ENERGY EFFICIENCY PROJECT FINANCING

A motion was made by Council Member Everett, seconded by Council Member Taylor to adopt Resolution No. 15-1473 regarding the financing and reimbursement for costs related to the Energy Efficiency Improvements Project.

Council Member Hamilton inquired what the total cost of the project was.

Finance Manager Yost explained the cost breakout of the various sections of the project. There was discussion regarding the anticipated interest rate, rebates and debt service.

Council Member Hamilton expressed his desire to have this item come back on a future City Council meeting agenda for further discussion and stated he had a few questions he wanted answered prior to making a decision on the matter.

Finance Manager Yost explained the item before Council was timely and would need a vote due to the timing of the grant application cycle. The grant award is conditioned upon the grant application and staff will bring forward items related to project financing at a future City Council meeting for discussion and consideration.

Mayor Warden restated the motion. Motion passed 7 YES, 0 NO, 0 ABSENT.

A motion was made by Council Member Everett, seconded by Council Member Taylor to adopt Ordinance No. 15-2922 authorizing the acquisition of property and execution of financing and related documentation. Motion passed 7 YES, 0 NO, 0 ABSENT.

Finance Manager Yost explained a budget amendment ordinance and a contract related to the project will be forthcoming at a future City Council meeting for consideration.

COUNCIL DISCUSSION

RV Parking/Easement – PMC Section 18.60.070

Mayor Warden introduced the item and provided a handout to Council. There was discussion regarding the 20 foot setback requirements and how the ordinance originally adopted by Council in 1997 came to be.

City Planner Zetz advised another option Council could consider is to send the ordinance to the Planning Commission for review and recommendations that would eventually come back to the City Council for consideration.

Mayor Warden provided an overview of a power point that detailed the problem areas in town and discussed the site distance issues along with property devaluation.

After much discussion, Council directed staff to submit the ordinance to the Planning Commission and bring back to Council for further discussion after a recommendation has been make.

ADJOURNMENT

There being no further business before the City Council at this time, the Regular Meeting of the Prosser City Council was adjourned at 8:10 p.m.

Mayor Paul Warden

Attest:

City Clerk Rachel Shaw

CITY OF PROSSER, WASHINGTON
AGENDA BILL

Agenda Title: Approve payment of claim Check no. 12012, 12089 and 12090 in the amount of \$67,120.92 for the period ending March 10, 2015		Meeting Date: March 10, 2015 Regular Meeting	
Department: Finance	Director: Regina Mauras	Contact Person: Toni Yost	Phone Number: (509) 786-2332
Cost of Proposal: \$67,120.92		Account Number: See Attached	
Amount Budgeted: See 2015 budget for each item listed.		Name and Fund# See Attached	
Reviewed by Finance Department: <div style="text-align: center; font-size: 2em; font-family: cursive;">TYS</div>			
Attachments to Agenda Packet Item: 1. Check Register # 12012, 12089 and 12090			
Summary Statement: Approve payment of claim check no. 12012, 12089 and 12090 in the amount of \$67,120.92 for the period ending March 10, 2015.			
Consistent with or Comparison to: City's policy to pay bills in a timely manner.			
Recommended City Council Action/Suggested Motion: Approve payment of claim Approve payment of claim check no. 12012, 12089 and 12090 in the amount of \$67,120.92 for the period ending March 10, 2015.			
Reviewed by Department Director: <div style="font-size: 1.5em; font-family: cursive;">Regina Mauras</div>	Reviewed by City Attorney: <div style="text-align: center; font-size: 1.5em;">N/A</div>	Approved by Mayor: <div style="font-size: 1.5em; font-family: cursive;">Paul Wurdack</div>	
Date: 3-5-2015	Date:	Date: 3-5-15	
Today's Date:	Revision Number/Date:	File Name and Path:	

CHECK REGISTER

City Of Prosser
MCAG #: 0205

02/27/2015 To: 02/28/2015

Time: 11:19:14 Date: 03/05/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1248	02/27/2015	Payroll	1	12012	Washington Teamsters Welfare	62,944.32	02/01/2015 To 02/28/2015 - WTWT
			511		Legislative	1,207.20	
			514		Financial, Recording & Elections	7,240.55	
			518		Centralized Services	1,242.20	
			521		Law Enforcement	15,497.30	
			524		Protective Inspections	2,479.40	
			558		Planning & Community Devel	1,207.20	
			576		Park Facilities	1,389.14	
			580		Non Expenditures	12,914.07	
			001		General Fund	43,177.06	
			542		Streets - Maintenance	2,758.56	
			543		Streets Admin & Overhead	359.36	
			102		Street Fund	3,117.92	
			517		Employee Benefit Programs	1,921.20	
			117		Employee Benefits Security	1,921.20	
			534		Water Utilities	6,431.65	
			539		Irrigation And Reclamation	1,499.20	
			403		Water Fund	7,930.85	
			535		Sewer	6,701.31	
			407		Sewer Fund	6,701.31	
			537		Garbage & Solid Waste	95.98	
			448		Garbage Fund	95.98	
						62,944.32	Payroll:
							62,944.32

Signature

Date

CHECK REGISTER

City Of Prosser
MCAG #: 0205

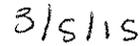
03/01/2015 To: 03/31/2015

Time: 10:54:07 Date: 03/05/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1447	03/10/2015	Claims	1	12089	Leroy Scott Hamilton	2,917.80	Leoff 1 Reimbursement
					117 - 517 91 20 001 - Personnel Benefits	2,917.80	Leoff 1 Reimbursement
1448	03/10/2015	Claims	1	12090	Gerald Sherman	1,258.80	Leoff 1 Reimbursement
					117 - 517 91 20 001 - Personnel Benefits	1,258.80	Leoff 1 Reimbursement
					117 Employee Benefits Security	4,176.60	
						<u>4,176.60</u>	Claims: 4,176.60
						4,176.60	

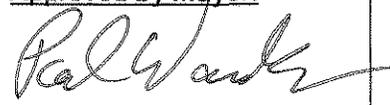


Signature



Date

CITY OF PROSSER, WASHINGTON
AGENDA BILL

Agenda Title: Consider the Acceptance of a Donation to the Prosser Police Department.		Meeting Date: March 10, 2015 Regular Meeting	
Department: Police	Director: Chief David Giles	Contact Person: Ed Blackburn	Phone Number: (509) 786-1500
Cost of Proposal: n/a		Account Number:	
Amount Budgeted: n/a		Name and Fund#	
Reviewed by Finance Department: PMC 2.04.060			
Attachments to Agenda Packet Item:			
1. Invoice from Larsen Firearms for Rifle Laser sights.			
Summary Statement:			
Cottage Court Market would like to donate to the Prosser PD rifle laser sights that the department can use on their existing equipment. This is the second donation from the Cottage Court Market to the Police Department, and the City would like to thank this business for their charity, generosity, and support.			
Consistent with or Comparison to:			
EXISTING ADOPTED OR PREVIOUS PLANS, POLICIES OR ACTIONS TAKEN BY THE COUNCIL			
Recommended City Council Action/Suggested Motion:			
Accept the donation of equipment from Cottage Court Market.			
Reviewed by Department Director:	Reviewed by City Attorney:	Approved by Mayor:	
<i>Regina Maurer</i>			
Date: 3-5-2015	Date: 2/28/15	Date: 3-5-15	
Today's Date:	Revision Number/Date:	File Name and Path:	
February 25, 2015			



LARSEN FIREARMS

Law Enforcement and Tactical Supplies
Class 3 Dealer

P.O. Box 3457
Pasco, WA. 99302

Estimate

Date	Estimate No.
01/16/15	812

Name/Address
PROSSER POLICE DEPT. 601 7th Street Prosser, Wa. 99350 509-786-2332

Terms	FOB	REP
Net 15		

Item	Description	Quantity	Cost	Total
EO TECH	XPS2-0	2	430.00	860.00T
SUREFIRE	X300U-A-BK	2	215.00	430.00T
	ST. SALES TAX		8.60%	110.94
			Total	\$1,400.94

PH: (509) 545-0346 FAX: (509) 545-3161