

CITY OF PROSSER, WASHINGTON  
BUDGET & FINANCE COMMITTEE

TUESDAY, JUNE 14, 2016  
6:00 PM

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

---

1. Call to Order
2. Approve May 24, 2016 Meeting Minutes
3. Discuss Claim Checks for Period Ending June 14, 2016
4. Discuss May 2016 Payroll Checks and Vacation Buy Outs
5. Other Discussion Items
6. Next Meeting – June 28, 2016
7. Adjournment

---

Attachments:

May 24, 2016 Meeting Minutes  
Visa Payment Detailed Information  
May 2016 Payroll Checks and Vacation Buy Outs

**CITY OF PROSSER, WASHINGTON  
BUDGET & FINANCE COMMITTEE  
MINUTES  
TUESDAY, MAY 24, 2016**

**CALL TO ORDER**

Council Member Becken called the meeting of the City of Prosser Budget and Finance Committee to order at 6:00 p.m.

**ATTENDANCE**

Council Member Becken, Council Member Everett, Council Member Edwards, and Finance Director Yost were present.

**APPROVE MAY 10, 2016 MEETING MINUTES**

A motion was made by Council Member Everett, seconded by Council Member Edwards to approve the May 10, 2016 meeting minutes. Motion carried unanimously.

**DISCUSS CLAIM CHECKS FOR PERIOD ENDING MAY 24, 2016**

The Committee reviewed the claim checks prepared for City Council approval. The Committee requested a summary of Benton REA IT services to determine if there could be savings by hiring a City IT employee.

**OTHER DISCUSSION ITEMS**

Finance Director Yost discussed with the Committee the following items:

- Police Retroactive Pay
- Internal Control Policy

Steve Becken requested an excused absence for June 14, 2016.

**ADJOURNED**

The meeting of the Budget and Finance Committee was adjourned at 6:15 p.m.

---

Council Member Steve Becken  
Budget & Finance Committee Chair

---

Toni Yost  
Finance Director

U.S. BANK  
P.O. BOX 6343  
FARGO ND 58125-6343

ACCOUNT NUMBER [REDACTED]  
STATEMENT DATE 05-20-2016  
AMOUNT DUE \$2,587.93  
NEW BALANCE \$2,587.93

PAYMENT DUE ON RECEIPT



000010237 1 MB 0.419 106481519767515 P  
CITY OF PROSSER  
ATTN ELIA BELMARES  
601 7TH STREET  
PROSSER WA 99350-1459

AMOUNT ENCLOSED  
\$

Please make check payable to  
U.S. BANK

U.S. BANK  
P.O. BOX 790428  
ST. LOUIS, MO 63179-0428



Please tear payment coupon at perforation.

**CORPORATE ACCOUNT SUMMARY**

CITY OF PROSSER	Previous Balance	Purchases And Other Charges	Cash Advances	Cash Advance Fees	Late Payment Charges	Credits	Payments	New Balance
Company Total	\$1,228.14	\$2,587.93	\$0.00	\$0.00	\$0.00	\$0.00	\$1,228.14	\$2,587.93

**CORPORATE ACCOUNT ACTIVITY**

MAY 31 2016

TOTAL CORPORATE ACTIVITY  
\$1,228.14 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-04	05-04		AUTO PAYMENT DEDUCTION	1,228.14 CR

**NEW ACTIVITY**

LI DACORSI	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$472.36	\$0.00	\$472.36

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-02	04-28	24755426120641202793808	RED LION HOTELS/INNS SPOKANE WA 227116363 ARRIVAL: 04-26-16	219.04
05-20	05-18	24493986140036237063283	HOLIDAY INN EVERETT WA 23706328 ARRIVAL: 05-18-16	253.32

**CUSTOMER SERVICE CALL**

800-344-5696

**ACCOUNT NUMBER**

STATEMENT DATE

05/20/16

DISPUTED AMOUNT

.00

**ACCOUNT SUMMARY**

PREVIOUS BALANCE	1,228.14
PURCHASES & OTHER CHARGES	2,587.93
CASH ADVANCES	.00
CASH ADVANCE FEES	.00
LATE PAYMENT CHARGES	.00
CREDITS	.00
PAYMENTS	1,228.14
ACCOUNT BALANCE	2,587.93

**SEND BILLING INQUIRIES TO:**

U.S. BANK  
P.O. Box 6335  
Fargo, ND 58125-6335

**AMOUNT DUE**

2,587.93



Company Name: CITY OF PROSSER
Corporate Account Number: [REDACTED]
Statement Date: 05-20-2016

**NEW ACTIVITY**

<b>DAVID GILES</b> [REDACTED]	<b>CREDITS</b> \$0.00	<b>PURCHASES</b> \$372.79	<b>CASH ADV</b> \$0.00	<b>TOTAL ACTIVITY</b> \$372.79
----------------------------------	--------------------------	------------------------------	---------------------------	-----------------------------------

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-04	05-03	24692166124000554035645	EXTENDEDSTAY #418 RENTON WA 120721 ARRIVAL: 05-02-16	122.79
05-19	05-18	24492156139894567078816	YOURMEMBER-CAREERS 727-497-6573 CT	250.00

<b>BARRY MORROW</b> [REDACTED]	<b>CREDITS</b> \$0.00	<b>PURCHASES</b> \$1,238.99	<b>CASH ADV</b> \$0.00	<b>TOTAL ACTIVITY</b> \$1,238.99
-----------------------------------	--------------------------	--------------------------------	---------------------------	-------------------------------------

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-11	05-11	24692166132000904206367	INT'L CODE COUNCIL INC 888-422-7233 IL	1,238.99

<b>TONELLE M YOST</b> [REDACTED]	<b>CREDITS</b> \$0.00	<b>PURCHASES</b> \$503.79	<b>CASH ADV</b> \$0.00	<b>TOTAL ACTIVITY</b> \$503.79
-------------------------------------	--------------------------	------------------------------	---------------------------	-----------------------------------

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-11	05-10	24692166131000720036148	AMAZON.COM AMZN.COM/BILL WA	60.80
05-12	05-12	24692166133000481547232	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	14.39
05-13	05-12	24692166133000656866987	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	6.50
05-16	05-13	24055236134083760256932	WHENTOWORK INC 714-389-9695 CA	165.00
05-17	05-16	24431056137200112996312	SWIMOUTLET.COM 800-691-4065 CA	53.25
05-17	05-16	24492156137894514121208	MCRMEDICAL SUPPLY 614-782-2100 OH	203.85

Department: 00000 Total:	\$2,587.93
Division: 00000 Total:	\$2,587.93



U.S. BANK  
 P. O. Box 6343  
 Fargo, ND 58125-6343

ACCOUNT NUMBER [REDACTED]

AMOUNT DUE \$0.00



000010238 1 MB 0.419 106481519767516 P  
 LJ DACORSI  
 CITY OF PROSSER  
 601 7TH STREET  
 PROSSER WA 99350-1459

"MEMO STATEMENT ONLY"  
 DO NOT REMIT PAYMENT

MESSAGES:

TRAN DATE	POST DATE	MCC CODE	TRANSACTION DESCRIPTION	REFERENCE #	AMOUNT
04-28	05-02	3528	RED LION HOTELS/INNS SPOKANE WA 227116363 (326-8000) ARRIVAL: 04-26-16	24755426120641202793808	219.04 ✓
05-18	05-20	7011	HOLIDAY INN EVERETT WA 23706328 (425-339-2000) ARRIVAL: 05-18-16 RR	24493986140036237063283	253.32 ✓

403.534.80.43  
 JB x ML

RECEIVED  
 MAY 31 2016  
 CITY OF PROSSER

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER [REDACTED]	ACCOUNT SUMMARY	
	STATEMENT DATE 05/20/16	PURCHASES, FEES & ADJUSTMENTS	\$472.36
MANAGING ACCOUNT NUMBER [REDACTED] CONTACT AND ADDRESS CITY OF PROSSER ELIA BELMARES 601 7TH STREET PROSSER, WA 99350		CHECKS/CASH ADVANCES	\$0.00
		DISPUTE AMOUNT	\$0.00
		CREDITS	\$0.00
		STATEMENT TOTAL	\$472.36





LJ Palorski  
 601 7th St  
 Prosser WA 99350  
 US

Confirmation # 29371334  
 Date 06/01/16  
 Folio # 559195  
 Room # 1314  
 Cashier 228  
 Page 1 of 1

Lum, Brandon  
 Membership :  
 Arrival : 04/26/16  
 Departure : 04/28/16  
 Nights : 2

Guest Folio

Date	Description	Charges	Credits
04/26/16	Accommodation	96.00	
04/26/16	Room Tax	8.35	
04/26/16	Occupancy Tax	3.17	
04/26/16	County TPA	2.00	
04/27/16	Accommodation	96.00	
4/27/16	Room Tax	8.35	
04/27/16	Occupancy Tax	3.17	
04/27/16	County TPA	2.00	
04/28/16	VISA XXXXXXXXXXXX [REDACTED] XX/XX		219.04
<b>Total</b>		<b>219.04</b>	<b>219.04</b>
<b>Balance Due</b>		<b>0.00</b>	

Thank you for your stay!  
 Your feedback is extremely valuable to us and we ask that if you have a moment, please visit  
[www.tripadvisor.com/reviewit](http://www.tripadvisor.com/reviewit) and review our hotel. We look forward to your next visit to Red Lion!

CHECK IN @ CHECK IN /redlionhotels @redlionhotels



*Holiday Inn*

06-01-16

LJ DaCorsi	Folio No. : 272335	Cashier No. : 156	Room No. : 710
601 7th St	A/R Number :		Arrival : 05-16-16
Prosser WA 99350	Group Code :		Departure : 05-18-16
United States	Company : City of Prosser - Public Works		Conf. No. : 63804200
	Membership No. : PC 566960942		Rate Code : IMSTI
Rice, Ryne	Invoice No. :		Page No. : 1 of 1

Date	Description	Charges	Credits
05-16-16	*Room Charge	113.00	
05-16-16	Room Tax	12.66	
05-16-16	Tourism Promotional Area Tax	1.00	
05-17-16	*Room Charge	113.00	
05-17-16	Room Tax	12.66	
05-17-16	Tourism Promotional Area Tax	1.00	
05-18-16	Visa XXXXXXXXXXXXXXX		253.32
Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - <a href="http://www.ihg.com/reviews">www.ihg.com/reviews</a> . We look forward to welcoming you back soon.		<b>Total</b>	<b>253.32</b>

**Balance 0.00**

**Guest Signature:** \_\_\_\_\_

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.



U.S. BANK  
 P. O. Box 6343  
 Fargo, ND 58125-6343

ACCOUNT NUMBER [REDACTED]

AMOUNT DUE \$0.00



000010239 1 MB 0.419 106481519767517 P  
 DAVID GILES  
 CITY OF PROSSER  
 601 7TH STREET  
 PROSSER WA 99350-1459

"MEMO STATEMENT ONLY"  
 DO NOT REMIT PAYMENT

MESSAGES:

TRAN DATE	POST DATE	MCC CODE	TRANSACTION DESCRIPTION	REFERENCE #	AMOUNT
05-03	05-04	3621	EXTENDEDSTAY #418 RENTON WA 120721	24692166124000554035645	122.79
05-18	05-19	7361	YOURMEMBER-CAREERS 727-497-6573 CT	24492156139894567078816	250.00

*SRO - call SANDY Hook TRAVEL AG  
 - 149-521-20-43  
 X [Signature] 6/1/16*

RECEIVED  
 MAY 31 2016  
 CITY OF PROSSER

*- 001-521-20-41 LATVAC OPAL ADVERTISMENT [Signature]  
 X [Signature] 6/1/16*

CUSTOMER SERVICE CALL <b>800-344-5696</b>	ACCOUNT NUMBER [REDACTED]	ACCOUNT SUMMARY
	STATEMENT DATE 05/20/16	PURCHASES, FEES & ADJUSTMENTS \$372.79
MANAGING ACCOUNT NUMBER [REDACTED] CONTACT AND ADDRESS CITY OF PROSSER ELIA BELMARES 601 7TH STREET PROSSER, WA 99350		CHECKS/CASH ADVANCES \$0.00
		DISPUTE AMOUNT \$0.00
		CREDITS \$0.00
		STATEMENT TOTAL \$372.79

05/03/16 7:15 AM  
ESA Seattle - Renton  
1150 Oakesdale Ave. SW  
Renton, WA 98055

NiteVision 2014 R2  
Property ID: 418  
Phone: 425-228-2454  
Fax: 425-228-2655

**Folio Receipt**  
As Of: 5/3/2016

Folio # 120721  
COLE, MARK  
601 7th Street  
Prosser, WA 99350  
Company: \*Leisure

Room: 114  
Arrival: 5/2/2016  
Departure: 5/3/2016

Trans #	Date	Description	Charges	Payments	Balance
254739	5/2/2016	VISA ...	\$0.00	\$122.79	(\$122.79)
254771	5/2/2016	Rm: 114 MILD - MILITARY RATE	\$109.24	\$0.00	(\$13.55)
254772	5/2/2016	STATE ROOM TAX	\$13.55	\$0.00	\$0.00
				<b>Balance:</b>	<b>\$0.00</b>

Method of Pay: Credit Card

Signature:

**Folio Summary**

Previous Balance: \$0.00  
Room Charges: \$109.24  
Other: \$0.00  
Phone Charges: \$0.00  
Tax: \$13.55  
Less Payments: \$122.79  

---

Total Amount Due: \$0.00

- Cardholder acknowledges receipt of goods and/or services in the amount of the total shown above and agrees to perform the obligations and terms in the cardholder agreement with the seller.

- The above rate is based on your length of stay as stated on this folio. Any variance to your actual departure date can result in a daily rate adjustment that will be reflected in total room charges on your final bill.

- Advance Purchase and Extended Plus Program reservations not cancelled within 24 hours of booking will incur a Non-refundable Advance Prepayment charge equal to the prepayment amount.



Extended Stay America - Seattle - Renton  
 1150 Oakesdale Ave. S.W.  
 Renton, WA 98057  
 Phone: (425) 228-2454 Fax: (425) 228-2655

RESERVATION CONFIRMATION

**Confirmation Number: 119834037**

For: Mark Cole  
 Rooms: 1  
 Adults: 1  
 Children: 0  
 Room type: Studio Suite 1 Queen Bed

Date Range:	Rate:	Nights:	Rooms:	Total:
5/2/2016-5/3/2016	\$109.24	1	1	\$109.24

\*Estimated Taxes: \$13.55

**Total: \$122.79 \***

\* Discount amount will be applied at the property upon check-out. Please note that taxes are subject to change. The actual tax charged per night will be based on tax rates in effect during your actual dates of stay. Please contact property with questions related to amount to be paid.

Cancellation Policy

Reservations must be cancelled by 5/2/2016 at 6pm local hotel time, or the first night's stay (at quoted rate plus tax) will be charged as a No Show Fee to the credit card holding the reservation. Reservations made with advanced purchase rates or other certain, special rates are non-cancellable and non-modifiable and must be booked within a minimum seven days prior to check-in. Similar rules may apply to certain other special rates. Reservations are based on availability. To begin cancelling your reservation, [click here](#).

Checking-In

Extended Stay America front desk staffing in the evening varies by location. In the event it is necessary to check-in after the hotel's posted front desk hours, you may do so through the hotel's Night Service Agent on duty. *instructions are provided for afterhours check-in at the front desk.*

When checking-in, please present the confirmation number(s) provided. The hotel does require a major credit card to guarantee any incidental charges such as long distance telephone calls charged to the room. Your rate is based on your length of stay. If you have confirmed a weekly or monthly rate, you must stay the minimum number of nights (7, 15, or 30 – as applicable) to receive this rate. Should you check out early, your rate is subject to change.

Thank you again for choosing Extended Stay Hotels.

We look forward to your stay with us!





# Sandy Hook School Shooting “Lessons Learned Training”

**FBI**

**National Academy**

**Associates**

**Washington Chapter**

**Times:**

**8:00am Registration Opens**

**9:00am - 12:00pm Training**

**12:00pm - 1:30pm Lunch**

(Lunch is on your own)

**1:30 - 4:30pm Training**

**Location:**

**Carco Theatre**

**1717 SE Maple Valley Hwy**

**Renton, Washington**

**Cost:**

**\$60 FBINAA Chapter**

**Members**

**\$75 Non-Members**



**Date: May 03, 2016**

**Overview:**

Retired Newtown Police Chief Mike Kehoe will present a detailed synopsis of the tragic events that took place at Sandy Hook Elementary which left 20 first graders and six staff members fatally shot on December 14, 2012.

**This LESSONS LEARNED training will provide insight into:**

- The Sandy Hook School massacre.
- Operational challenges.
- Dealing with the aftermath of a tragedy.
- Preparation for mass casualties.
- Strategies for Mental Health Preparedness before and after a crisis.

Chief Kehoe spent 37 years with the Newtown Connecticut Police Department before retiring in January 2016. Chief Kehoe was one of the first responding officers to enter Sandy Hook Elementary School as the event unfolded. It was on his watch that the department and the town dealt with one of the worst tragedies in our country's history.

**Register Online at:**

**[www.WashingtonFBINAA.org](http://www.WashingtonFBINAA.org)**



YourMembership.com, Inc  
541 Eastern Point Road  
Suite 3  
Groton, CT 06340  
Tel. 860-437-5700

**RECEIPT**

**PURCHASER INFO**  
Prosser Police Department  
  
Prosser, Washington  
United States  
Attn: Dave Giles

**ORDER #** R22107034  
**DATE** 05/18/16  
**IO / PO #** -  
**AMOUNT PAID** USD 250.00  
**PURCHASED BY**  
Dave Giles  
dgiles@ci.prosser.wa.us

PRODUCT	DESCRIPTION	AMOUNT
Job Posting, Non Entry-Level Job Posting - Web	<b>Discover Policing</b> (paid - creditcard) Job ID: 27559192 Job Name: Lateral/Exceptional Entry Police Officer Job Title: Police Officer	USD 200.00
Preferred Upgrade Job Posting - Upgrade	<b>Discover Policing</b> (paid - creditcard)	USD 50.00
<b>SUBTOTAL</b>		USD 250.00
<b>TAXES</b>		USD 0.00
<b>TOTAL PAID</b>		USD 250.00
<b>AMOUNT DUE</b>		USD 0.00

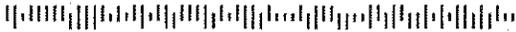


U.S. BANK  
 P. O. Box 6343  
 Fargo, ND 58125-6343



ACCOUNT NUMBER [REDACTED]

AMOUNT DUE \$0.00



000010240 1 MB 0.419 106481519767518 P  
 BARRY MORROW  
 CITY OF PROSSER  
 601 7TH STREET  
 PROSSER WA 99350-1459

"MEMO STATEMENT ONLY"  
 DO NOT REMIT PAYMENT

MESSAGES:

TRAN DATE	POST DATE	MCC CODE	TRANSACTION DESCRIPTION	REFERENCE #	AMOUNT
05-11	05-11	8699	INT'L CODE COUNCIL INC 888-422-7233 IL	24692166132000904206367	1,238.99

RECEIVED  
 MAY 31 2016  
 CITY OF PROSSER

001-524-20-31  
 BOM

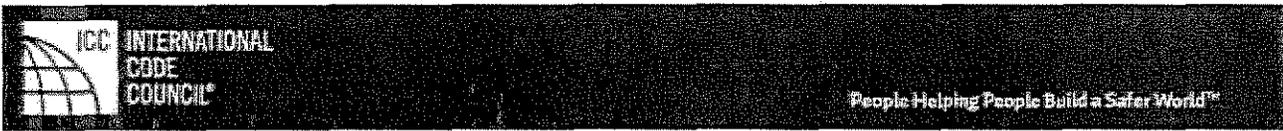
CUSTOMER SERVICE CALL  <b>800-344-5696</b>	ACCOUNT NUMBER	[REDACTED]	ACCOUNT SUMMARY	
	STATEMENT DATE	05/20/16	PURCHASES, FEES & ADJUSTMENTS	\$1,238.99
MANAGING ACCOUNT NUMBER [REDACTED]  CONTACT AND ADDRESS CITY OF PROSSER ELIA BELMARES 601 7TH STREET PROSSER, WA 99350			CHECKS/CASH ADVANCES	\$0.00
			DISPUTE AMOUNT	\$0.00
			CREDITS	\$0.00
			STATEMENT TOTAL	\$1,238.99



**Kathya Martinez**

**From:** Nick Alsbury  
**Sent:** Wednesday, June 01, 2016 9:05 AM  
**To:** Kathya Martinez  
**Subject:** FW: New Order # 100322234

**From:** ICC Store [mailto:order@iccsafe.org]  
**Sent:** Tuesday, May 10, 2016 8:57 AM  
**To:** Nick Alsbury  
**Subject:** ICC: New Order # 100322234



Hello, Nicholas Alsbury (nalsbury@cityofprosser.com)

Thank you for your order #100322234 (placed on May 10, 2016 8:57:09 AM PDT) Your order confirmation is below.

**Additional Information on your product order:** You will be notified by email when your package ships. This email will include a link to track your order. You can check the status of your order at any time by logging into your account.

**PDF Download:** Click on “download” below to gain access to your product. You may also log into your “My ICC account” then select the “My eCodes tab” to get immediate access. Please note that if you have purchased one of the 2013 California Codes in PDF Download format, all future errata, supplements and updates will be provided to you through your “My eCodes tab”.

Your watermarked PDF Download is also compatible and can be viewed on all laptops and mobile devices as long as they have Adobe Reader Android and IOS devices.

Thank you again for your business.

**Billing Information:**

Nicholas Alsbury  
City of Prosser  
601 7TH ST  
PROSSER, Washington, 99350-1459  
United States  
T: 509-786-2332

**Payment Method:**

Credit Card

**Credit Card Type:** Visa  
**Credit Card Number:** xxxx [REDACTED]  
**Processed Amount:** \$1,238.99

**Shipping Information:**

Nicholas Alsbury  
City of Prosser  
601 7TH ST

**Shipping Method:**

ICC Shipping - ICC Basic Shipping

United States  
T: 509-786-2332

Item	Item #	Qty	Subtotal
2015 Complete Commentary Collection (Excludes IgCC)	300CBEG15	1	\$747.00
2015 IRC® Code and Commentary Combo, Volumes 1 & 2 (PDF Download)	871P15	1	\$182.00
<b>Links</b> 2015 IRC® Code and Commentary Combo, Volumes 1 & 2 (PDF Download) ( <a href="#">download</a> ) <a href="#">Help with Electronic products</a>			
2015 IBC® Code and Commentary Combo, Vol. 1 & 2 (PDF Download)	870P15	1	\$182.00
<b>Links</b> 2015 IBC® Code and Commentary Combo, Vol. 1 & 2 (PDF Download) ( <a href="#">download</a> ) <a href="#">Help with Electronic products</a>			

Subtotal: \$1,111.00  
Shipping & Handling: \$29.88  
Tax: \$98.11  
**Grand Total: \$1,238.99**

For questions about your order, please visit our Customer Service webpage for helpful information and FAQs along with phone and email contact information if you need further assistance.

Thank you, ICC

If you would like to receive ICC's Award winning newsletter *ICCeNews* or other newsletters from ICC to stay up to date on the latest news and information, you may sign-up or manage your subscription [here](#).

Also, be sure to follow us on [Twitter](#), [Facebook](#) and [LinkedIn](#) to stay in the know!





U.S. BANK  
 P. O. Box 6343  
 Fargo, ND 58125-6343

ACCOUNT NUMBER [REDACTED]

AMOUNT DUE \$0.00



000010241 1 MB 0.419 106481519767519 P  
 TONELLE M YOST  
 CITY OF PROSSER  
 601 7TH ST  
 PROSSER WA 99350-1459

"MEMO STATEMENT ONLY"  
 DO NOT REMIT PAYMENT

MESSAGES:

TRAN DATE	POST DATE	MCC CODE	TRANSACTION DESCRIPTION	REFERENCE #	AMOUNT
05-10	05-11	5942	AMAZON.COM AMZN.COM/BILL WA	24692166131000720036148	60.80 ✓
05-12	05-12	5942	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	24692166133000481547232	14.39 ✓
05-12	05-13	5942	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	24692166133000656866987	6.50 ✓
05-13	05-16	5734	WHENTOWORK INC 714-389-9695 CA	24055236134083760256932	165.00 ✓
05-16	05-17	5964	SWIMOUTLET.COM 800-691-4065 CA	24431056137200112996312	53.25 ✓
05-16	05-17	5047	MCRMEDICAL SUPPLY 614-782-2100 OH	24492156137894514121208	203.85 ✓

RECEIVED

MAY 31 2016

001-571-22-31 → \$60.80 CITY OF PROSSER

001-576-20-31 → \$442.99

Km [Signature]

CUSTOMER SERVICE CALL <b>800-344-5696</b>	ACCOUNT NUMBER [REDACTED]	ACCOUNT SUMMARY
	STATEMENT DATE 05/20/16	PURCHASES, FEES & ADJUSTMENTS \$503.79
MANAGING ACCOUNT NUMBER [REDACTED] CONTACT AND ADDRESS CITY OF PROSSER ELIA BELMARES 601 7TH STREET PROSSER, WA 99350		CHECKS/CASH ADVANCES \$0.00
		DISPUTE AMOUNT \$0.00
		CREDITS \$0.00
		STATEMENT TOTAL \$503.79

Details for Order #109-6791829-1409024

Print this page for your records.

Order Placed: May 6, 2016
Amazon.com order number: 109-6791829-1409024
Order Total: \$60.80

Shipping now

Items Ordered

2 of: Franklin Sports MLB 4-Piece Deluxe Throw Down Rubber Base Set
Sold by: Amazon.com LLC

Price

\$27.99

Condition: New

Shipping Address:

City Of Prosser
601 7th Street
Prosser, WA 99350
United States

Item(s) Subtotal: \$55.98
Shipping & Handling: \$37.83
Free Shipping: -\$37.83

Total before tax: \$55.98
Sales Tax: \$4.82

Shipping Speed:

Two-Day Shipping

Total for This Shipment: \$60.80

Payment information

Payment Method:

Visa | Last digits: [redacted]

Item(s) Subtotal: \$55.98
Shipping & Handling: \$37.83
Free Shipping: -\$37.83

Total before tax: \$55.98
Estimated tax to be collected: \$4.82

Billing address

City Of Prosser
601 7th Street
Prosser, WA 99350
United States

Grand Total: \$60.80

Credit Card transactions

Visa ending in [redacted]: May 6, 2016: \$0.00

To view the status of your order, return to Order Summary.

**Kathya Martinez**

---

**From:** Lindsay Bardessono  
**Sent:** Monday, May 09, 2016 7:16 AM  
**To:** Ashli Dormaier; Kathya Martinez  
**Subject:** FW: Your Amazon.com order of "2" x Franklin Sports MLB 4-Piece....

Here is your order conf.

Sincerely,

*Lindsay Bardessono*

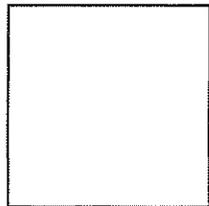
 **City of Prosser**

 601 7th Street, Prosser, WA 99350  
 509-786-7300 office | 509-786-3717 fax  
[lbardessono@ci.prosser.wa.us](mailto:lbardessono@ci.prosser.wa.us)

 Facebook  Twitter

---

**From:** auto-confirm@amazon.com [mailto:auto-confirm@amazon.com]  
**Sent:** Friday, May 06, 2016 4:43 PM  
**To:** Lindsay Bardessono  
**Subject:** Your Amazon.com order of "2" x Franklin Sports MLB 4-Piece....



---

**Order Confirmation**

---

**Purchase Summary**

Friday, May 6, 2016

Est. Delivery: Tuesday, May 10	<b>TOTAL</b>	<b>\$60.80</b>
City Of Prosser 601 7th Street Prosser, WA 99350 United States	Items	\$55.98
	Shipping & Handling	\$37.83
	Promotion Applied	-\$37.83
	Estimated Tax	\$4.82



**Details for Order #110-4134434-8923402**

Print this page for your records.

**Order Placed:** May 11, 2016

**Amazon.com order number:** 110-4134434-8923402

**Order Total:** \$14.39

**Not Yet Shipped**

**Items Ordered**

**Price**

1 of: 1 X 2000 Orange Star Single Roll Consecutively Numbered Raffle Tickets

\$7.95

Sold by: martybingo ([seller profile](#)) | Product question? [Ask Seller](#)

Condition: New

**Shipping Address:**

City Of Prosser  
601 7th Street  
Prosser, WA 99350  
United States

Pool  
Toni's CC

**Shipping Speed:**

Standard Shipping

**Payment information**

**Payment Method:**

Visa | Last digits: [REDACTED]  
Reference number: pool

Item(s) Subtotal: \$7.95  
Shipping & Handling: \$6.44  
-----

Total before tax: \$14.39  
Estimated tax to be collected: \$0.00  
-----

**Grand Total: \$14.39**

**Billing address**

City Of Prosser  
601 7th Street  
Prosser, WA 99350  
United States

To view the status of your order, return to [Order Summary](#).

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2016, Amazon.com, Inc. or its affiliates



**Details for Order #110-3827002-4211444**

Print this page for your records.

**Order Placed:** May 11, 2016  
**Amazon.com order number:** 110-3827002-4211444  
**Order Total: \$6.50**

**Not Yet Shipped**

**Items Ordered**

1 of: 1 X 2000 Hot Pink Star Single Roll Consecutively Numbered Raffle Tickets  
Sold by: buddies tickets ([seller profile](#))

**Price**  
\$6.50

Condition: New

Pool

**Shipping Address:**

City Of Prosser  
601 7th Street  
Prosser, WA 99350  
United States

Toni's CC

**Shipping Speed:**

Standard

**Payment information**

**Payment Method:**

Visa | Last digits: [REDACTED]  
Reference number: pool

Item(s) Subtotal: \$6.50  
Shipping & Handling: \$0.00  
-----

Total before tax: \$6.50  
Estimated tax to be collected: \$0.00  
-----

**Grand Total: \$6.50**

**Billing address**

City Of Prosser  
601 7th Street  
Prosser, WA 99350  
United States

To view the status of your order, return to [Order Summary](#).

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2016, Amazon.com, Inc. or its affiliates

Ship To:

**City Of Prosser**  
**601 7th Street**  
**Prosser, WA 99350**

RECEIVED  
MAY 16 2016  
CITY OF PROSSER

**Order ID: 110-3827002-4211444**

Thank you for buying from buddies tickets on Amazon Marketplace.

<b>Shipping Address:</b> City Of Prosser 601 7th Street Prosser, WA 99350	<b>Order Date:</b> May 11, 2016 <b>Shipping Service:</b> Standard <b>Buyer Name:</b> City Of Prosser <b>Seller Name:</b> buddies tickets
--	---

Quantity	Product Details	Price	Total
1	<b>1 X 2000 Hot Pink Star Single Roll Consecutively Numbered Raffle Tickets</b>  SKU: KH-NZWM-SXDA ASIN: B0052EDR5Y Listing ID: 0225PQ06794 Order Item ID: 46997786928986 Condition: New	\$6.50	Subtotal: \$6.50  Total: \$6.50
			<b>ORDER TOTAL: \$6.50</b>

**Returning your item:**

Go to "Your Account" on Amazon.com, click "Your Orders" and then click the "seller profile" link for this order to get information about the return and refund policies that apply.

Visit <http://www.amazon.com/returns> to print a return shipping label. Please have your order ID ready.

**Thanks for buying on Amazon Marketplace.** To provide feedback for the seller please visit [www.amazon.com/feedback](http://www.amazon.com/feedback). To contact the seller, go to Your Orders in Your Account. Click the seller's name under the appropriate product. Then, in the "Further Information" section, click "Contact the Seller."

**Elia Lara**

---

**From:** WhenToWork Billing [billing@when2work.com]  
**Sent:** Thursday, May 12, 2016 4:58 PM  
**To:** Elia Lara  
**Subject:** Thank you for your payment

Tonelle Yost,

Thank you for the \$165 renewal payment for a special 5 month subscription on your WhenToWork City of Prosser account # [REDACTED] for a total of up to 60 employees (you currently have 37 employees).

Your account is now paid through 10/12/2016.

Sarah  
[billing@When2Work.com](mailto:billing@When2Work.com)

**Elia Lara**

---

**From:** WhenToWork Billing [billing@when2work.com]  
**Sent:** Thursday, May 12, 2016 4:46 PM  
**To:** Elia Lara  
**Subject:** RE: City of Prosser account

Elia,

Your "City of Prosser" account [REDACTED] is available for your organization to renew and regain access. For a special five month duration at up to 60 employees (where the 40 employee count falls), we can off the same price as we have in previous year: \$165.

You can pay for this special duration price by going to:

<https://www.whentowork.com/payment.htm>

and click the 'pay now' button. Be sure to include your account number with the \$165 payment and we will extend the account's expiration date by five months from the day you submit the payment.

If you have any other questions or will need a different max employee level or duration just let us know.

Sarah  
[billing@when2work.com](mailto:billing@when2work.com)

---

**From:** Elia Lara [mailto:ELara@ci.prosser.wa.us]  
**Sent:** Thursday, May 12, 2016 4:36 PM  
**To:** [billing@when2work.com](mailto:billing@when2work.com)  
**Subject:** City of Prosser account

Good afternoon,

At our swimming pool we utilize when 2 work software to schedule our lifeguards. I am trying to get the system set up again for this year, however we have a new pool manager this year so we do not know what e-mail address is associated with our account in order to log on and pay. I believe our account number is [REDACTED]. Can you please let me know if this account number is still active and if so, what is the cost to reinstate the service for 5 months from May until September 2016 for about 40 employees.

Thank you,

*Elia Lara* | Finance Manager  
City of Prosser, Washington  
601 7<sup>th</sup> Street, Prosser, WA 99350  
(509) 786-2332 | (509) 786-3717 ~ fax  
[elara@cityofprosser.com](mailto:elara@cityofprosser.com) | [www.cityofprosser.com](http://www.cityofprosser.com)



Close ✕

## Thank you!

Your payment has been sent to WhenToWork for processing.

You will receive a confirmation email within 24 hours.

Questions? Please contact [billing@when2work.com](mailto:billing@when2work.com)



4300 Port Union Rd  
West Chester, OH 45011

Thank you for shopping at SwimOutlet.com  
The Web's most popular swim shop!

Date:  
5/16/2016

Order/  
Invoice#  
**11299631**



**Bill To:** (CustomerID# 5677804)

City of Prosser  
City of Prosser  
601 7th Street  
Prosser, WA 99350  
United States  
509-786-2332  
accountspayable@cityofprosser.com

**Ship To:**

City of Prosser  
City of Prosser  
601 7TH ST  
PROSSER, WA 99350  
United States  
509-786-2332

**Payment Method:**

**Credit Card:** Visa  
City of Prosser  
\*\*\*\*\*  
Exp: 03/2018

**Shipping Method:**

Standard (2-6 Business Days) FREE

Code	Description	Qty	Price	Total
8129531-0006	KEMP Bengal 60 Whistle - Red	<b>20</b>	\$2.50	\$50.00

Subtotal: \$50.00  
Tax (6.5%): \$3.25  
Shipping Fee: \$0.00  
**Grand Total: \$53.25**  
**Total Due: \$0.00**

See Backside for Return and Exchange Instructions

Pool

Credit Card - Toni's

Start your search here...

ACTIVITY SWIMWEAR GEAR CLOTHING FOOTWEAR ELECTRONICS SALE BRANDS TEAM SALES

## My Orders

Orders placed in the past 3 months

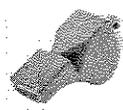
[RETURN TO ACCOUNT OVERVIEW](#)

May 16, 2016

Order Number#: 11299631

**Ships To:** City of Prosser  
City Of Prosser  
601 7TH ST  
PROSSER, WA 99350  
United States  
509-786-2332

We've received your order



KEMP Bengal 60  
Whistle - Red  
Qty: 20

Shipping Method:  
Standard (2-6 Business Days) FREE

**Bills To:** City of Prosser  
City Of Prosser  
601 7th Street  
Prosser, WA 99350  
United States  
509-786-2332

**Credit Card:** Visa  
City Of Prosser  
\*\*\*\*\*  
Exp: 03/2018

Product Subtotal	\$50.00
Shipping Charge	\$0.00
Estimated Tax (6.5%)	\$3.25
<b>Ordered Total</b>	<b>\$53.25</b>

[Hide Order Details](#)  
[Print Invoices](#)

**SAVE 10%**  
On Your  
First Purchase

[SIGN UP NOW](#)

### Customer Service

[Customer Service Center](#)  
[Sizing Charts](#)  
[Guides & Expert Advice](#)  
[Returns](#)  
[Shipping](#)  
[Intl Shipping](#)  
[Contact Us](#)  
[Live Chat](#)

### More Stuff

[What's New](#)  
[Clearance Corner](#)  
[Shop by Brand](#)  
[Team Sales / Customization](#)  
[Create a Team Store](#)  
[Affiliate Program](#)  
[Subscribe to our Emails](#)  
[Gift Cards](#)

### About Us

[Company Information](#)  
[Jobs](#)  
[Customer Testimonials](#)  
[Why shop at SwimOutlet.com?](#)  
[Read our Blog](#)

### Popular Searches

[Bikinis](#)  
[Tankinis](#)  
[Rashguards](#)  
[Boardshorts](#)  
[Wetsuits](#)  
[Kids Swimwear](#)  
[Plus Size Swimwear](#)  
[Swim Parkas](#)

### Stay Connected

FOLLOW US  
ON SNAPCHAT!

Like 264K

### SwimOutlet.com TV

Watch Exclusive Videos Featuring ELITE SWIMMERS

**GOLD MEDAL DELIVERY**  
Surprise Deliveries Across North America!

**GOLD MEDAL MINUTE**  
Exclusive Interviews with Swim Champions!

**WEEKLY SWIM TIPS**  
Swim tips from the best swimmers in the world!



**MCR Medical Supply**  
 3341 Centerpoint Dr. Ste C, Grove City, OH 43123  
 Phone: 614-782-2100 Fax: 614-678-5541  
 Email: sales@mcrmedical.com

**Receipt/Paid Invoice**

Sales Order: #37602  
 Date: 05/16/2016

**Ship To**

City of Prosser  
 601 7th Street  
 Prosser, WA 99350  
 Phone: 509-786-2332  
 Email: accountspayable@cityofprosser.com

**Bill To**

City of Prosser  
 601 7th Street  
 Prosser, WA 99350  
 Phone: 509-786-2332  
 Email: accountspayable@cityofprosser.com

Item #	Description	Qty	Price Each	Total
RM-2033-010	CPR Rescue Mask, Adult/Child, Hard Case with Wrist Strap, MCR Pack of 10	3	\$67.95	\$203.85



Shipping: No Hurry Shipping (3-8 bus. days): \$0.00  
 Sales Tax: \$0.00  
**Total Sale: \$203.85**  
**Balance Due: \$0.00**

*Pool  
 credit card - Tonit*

**This is not a bill.**

**Payment Details:**

Payment with Visa ending in [REDACTED]  
 Purchase Date/Time: 05/16/2016 12:23:30 EDT

## EARNING ITEM SUMMARY

City Of Prosser  
MCAG #: 0205

Time 13:33:10 Date: 06/09/2016  
05/01/2016 To: 06/01/2016

Page: 1

### ADMIN

Group	Pay Item	Date	Hours	Pay
ADMIN	Salary	05/31/2016	149.33	7,916.67
	Cell Phone Allow			51.67
	Car Allowance			300.00
	Sick Used		24.00	
<b>TOTAL ADMIN</b>			<b>173.33</b>	<b>8,268.34</b>

### BUILDING

Group	Pay Item	Date	Hours	Pay
BUILDING	Salary	05/31/2016	157.33	6,500.25
	Draw			850.00
	Draw			-850.00
	Hourly		155.25	3,154.68
	Cell Phone Allow			103.34
	Sick Used		24.00	162.56
	Vac Used		12.75	259.08
<b>TOTAL BUILDING</b>			<b>349.33</b>	<b>10,179.91</b>

### CLERK

Group	Pay Item	Date	Hours	Pay
CLERK	Salary	05/31/2016	173.33	5,351.75
	Draw			2,098.00
	Draw			-2,098.00
	Hourly		119.50	2,111.57
	Cell Phone Allow			51.67
	Sick Used		2.50	44.18
	Vac Used		28.00	494.76
<b>TOTAL CLERK</b>			<b>323.33</b>	<b>8,053.93</b>

### COUNCIL

Group	Pay Item	Date	Hours	Pay
COUNCIL	Salary	05/31/2016	64.00	2,250.00
<b>TOTAL COUNCIL</b>			<b>64.00</b>	<b>2,250.00</b>

### FINANCE

Group	Pay Item	Date	Hours	Pay
FINANCE	Salary	05/31/2016	511.99	16,526.58
	Draw			2,190.00
	Draw			-2,190.00
	Hourly		442.25	7,411.43
	Cell Phone Allow			103.34
	BiLingual Pay			25.00
	Sick Used		19.00	191.57
<b>TOTAL FINANCE</b>			<b>973.24</b>	<b>24,257.92</b>

### PLANNING

## EARNING ITEM SUMMARY

City Of Prosser  
MCAG #: 0205

Time 13:33:10 Date: 06/09/2016  
05/01/2016 To: 06/01/2016

Page: 2

### PLANNING

Group	Pay Item	Date	Hours	Pay
PLANNING	Salary	05/31/2016	165.33	4,483.67
	Cell Phone Allow			51.67
	Sick Used		8.00	
<b>TOTAL PLANNING</b>			<b>173.33</b>	<b>4,535.34</b>

### POLICE

Group	Pay Item	Date	Hours	Pay
POLICE	Salary	05/31/2016	1,959.21	64,323.80
	Draw			8,399.00
	Draw			-8,399.00
	Hourly		252.00	5,317.56
	Hourly Alt		50.00	8,496.48
	Overtime		99.50	4,383.25
	Shift Pay			369.90
	Evidence Pay			50.00
	FTO Pay			100.00
	Travel Reimburs			36.00
	BiLingual Pay			80.00
	Education Pay			275.00
	Comp Used		12.00	
	Comp Earned		4.00	
	Hol F Used		8.00	
	Military Used		24.00	
	Sick Used		3.75	
	Vac Used		73.00	
	Vac Buy Out		60.00	2,016.60
<b>TOTAL POLICE</b>			<b>2,545.46</b>	<b>85,448.59</b>

### PUBLIC WORKS

Group	Pay Item	Date	Hours	Pay
PUBLIC WORKS	Salary	05/31/2016	141.33	7,206.92
	Draw			7,631.00
	Draw			-7,631.00
	Hourly		2,699.50	63,778.15
	Hourly Alt			205.00
	Overtime Alt			32.64
	Overtime		97.00	3,884.50
	Shift Pay			3,120.00
	Cell Phone Allow			878.39
	BiLingual Pay			50.00
	Sick Used		257.50	6,539.95
	Vac Used		266.00	7,079.30
<b>TOTAL PUBLIC WORKS</b>			<b>3,461.33</b>	<b>92,774.85</b>

# EARNING ITEM SUMMARY

City Of Prosser  
MCAG #: 0205

05/01/2016 To: 06/01/2016

Time 13:33:10 Date: 06/09/2016  
Page: 3

## RECREATION

Group	Pay Item	Date	Hours	Pay
RECREATION	Hourly	05/31/2016	110.50	1,487.50
	Cell Phone Allow			51.67
<b>TOTAL RECREATION</b>			<b>110.50</b>	<b>1,539.17</b>
<b>TOTAL</b>			<b>8,173.85</b>	<b>237,308.05</b>

# EARNING ITEM SUMMARY

City Of Prosser  
MCAG #: 0205

05/01/2016 To: 06/01/2016

Time 13:34:22 Date: 06/09/2016  
Page: 1

## POLICE

Group	Pay Item	Date	Hours	Pay
POLICE	Vac Buy Out	06/01/2016	60.00	2,016.60
<b>TOTAL POLICE</b>			<b>60.00</b>	<b>2,016.60</b>
<b>TOTAL</b>			<b>60.00</b>	<b>2,016.60</b>