



City of Prosser Police Department

601 7th Street (Mailing Address) • 1227 Bennett Ave (Physical Address) Prosser, Washington 99350
(509) 786-1500 • Fax (509) 786-2292 • www.cityofprosser.com/police • crimetips@ci.prosser.wa.us

To: The Residents and Visitors of Prosser
From: Prosser Police Department
Date: March 20, 2020
Re: Services Impacted by COVID-19 Virus

Prosser City Mayor Randy Taylor has issued a proclamation declaring a local emergency in Prosser due to COVID-19. This was done to allow the city to better manage and coordinate emergency efforts if needed and to continue functioning with essential city services. It further provides flexibility to implement temporary changes in hours of operations, close public facilities, cancel meetings and/or postpone events.

In an effort to minimize the spread of COVID-19 and to comply with the emergency measures announced by Governor Jay Inslee and our local Health District, **effective Monday, March 23, 2020, at 8:00 a.m., City Hall and the Prosser Police Department Business Office will be closed to the public.**

The Police Department lobby will remain open and the public will still have access to the 9-1-1 emergency call box, non-emergency dispatch phone, and any paperwork that we have available. Administrative staff will also be available to answer phone calls during normal business hours, but will not be available for in person contact.

In order to keep our community we serve as well as all staff safe while controlling the spread of COVID-19 virus, we will be limiting our officer responses to non-priority calls for service. Officers will still be in full force and committed to serving the community while responding to priority calls.

To limit exposures to all Police Department employees, the following measures will be taken;

- When appropriate, officers will be responding to non-emergency police reports via telephone unless in person contact is necessary. Dispatchers will advise callers that they will most likely be contacted by phone. If you need to make a non-emergency report please call non-emergency dispatch at 509-786-2112.
- Officers will continue to respond to in-progress calls for service and all other emergency calls, but you should expect to receive additional questioning from dispatchers to determine if a modified response is necessary. Emergency dial 9-1-1.
- Public Records Requests will not be accepted in person at this time. You may submit them electronically via our webpage www.cityofprosser.com/police, or by phone at 509-786-1500. If you are leaving a voicemail, please leave a detailed message including your name, address, phone number and be as specific as possible as to the records you are seeking. You may also fax your requests to 509-786-2292 or mail them to 601 7th Street, Prosser, WA 99350.
- Fingerprinting services will be suspended until April 20, 2020, at which time the suspension will be re-evaluated. Fingerprinting services includes Concealed Pistol Licenses. We will not be processing new/original Concealed Pistol Licenses at this time. However, we will still process Renewals, Late Renewals and Replacements. Please call 509-786-8221 during normal business hours for more information on how to submit these applications.

Thank you for your cooperation and understanding during these uncertain times. For additional information about COVID-19 and to stay up to date on any changes, please visit [Centers for Disease Control and Prevention \(CDC\)](https://www.cdc.gov) or the [Benton Franklin Health District](https://www.bentonfranklinhealthdistrict.com).

Prosser Police Department