



City of Prosser
CITY COUNCIL
REGULAR MEETING AGENDA
Council Chambers, 620 Market St, 1st Floor, Prosser WA 99350
Tuesday, June 9, 2026 @ 6:00 PM

To join the meeting, please click the following link:

<https://prosser.webex.com/meet/prosser>

Join by phone: +1-206-207-1700, Access code: 231 459 39313, Hit #, No
Attendee Code, Hit #

Page

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. CITIZEN PARTICIPATION
6. MAYOR AND CITY COUNCIL REPORTS AND COMMENTS
7. CITY ADMINISTRATOR REPORTS AND COMMENTS
 - a. Washington State Office of Public Defense (OPD) Grant Acceptance
 - b. Prosser Memorial Health New CEO Introduction and Project Update
8. CONSENT AGENDA
 - a. Approve payment of claim check nos. 31888 through 31973 and Electronic Payments in the amount of \$1,120,397.47 for the period ending June 9, 2026. [Claim Checks](#) 3 - 14
 - b. Approve payment of payroll check nos. 10085-10099 and electronic payments in the amount of \$232,664.40 for the period ending May 29, 2026. [Payroll](#) 15 - 17

Recommended Motion: Approve Consent Agenda Items "A-B".
9. COUNCIL ACTION
 - a. Confirm Appointment to Civil Service Commission [Application](#) 18 - 22

Recommended Motion: Confirm the appointment of Ken Drewel to the Civil Service Commission with a term ending on March 12, 2032.
10. COUNCIL DISCUSSION
 - a. 2026 Comprehensive Plan Periodic Update 23 - 108

***The first Ordinance passed will be Ordinance 26-3313
The first Resolution passed will be Resolution 26-1878***

[Presentation](#)

Recommendation: No action at this time. Review and discuss the Housing, Land Use, Capital Facilities, and Utilities Element of 2026 Comprehensive Plan Periodic Update, and provide Staff with direction with any proposed changes.

- b. 2027 - 2030 City Council Goals and Priorities

109 - 118

[Goals & Priorities](#)

Recommendation: Review the draft City Council 2027 - 2030 Goals and Priorities and provide Staff direction.

11. ADD-ON ITEMS

12. ADJOURNMENT

***The first Ordinance passed will be Ordinance 26-3313
The first Resolution passed will be Resolution 26-1878***

CITY OF PROSSER, WASHINGTON

AGENDA BILL**Agenda Title:**

Approve payment of claim check nos. 31888 through 31973 and Electronic Payments in the amount of \$1,120,397.47 for the period ending June 9, 2026.

Item Type:

Consent Agenda

Meeting Date:

June 9, 2026
Regular City Council Meeting

Department:

Finance

Director:

Toni Yost

Contact Person:

Lindsay Bardessono

Phone Number:

(509) 786-2332

Cost of Proposal:

\$1,120,397.47

Amount Budgeted:

See 2026 budget for each item listed.

Fund Name and Number:

See attached

Reviewed by Finance Department:**Attachments to Agenda Packet Item:**

1. Check Register #31888 through #31973

Summary Statement:

Pay Period 05/27/2026-06/09/2026

Check Payments Amount

31888 through \$689,111.12
31973

**Electronic
Payments****Amount**

UKG Payroll \$82,060.13
WA Dept of \$43,346.52
Retirement
WA DSHS \$1,302.50
WA Dept of \$25,919.10

**Electronic
Payments****Amount**

Benton PUD \$31,067.96
Chase \$3,914.08
Leaf \$887.00
Rec 1 \$321.00

Revenue			
WA Teamsters	\$85,258.98	USDA	\$1,310.00
Xpress Bill Pay	\$1,533.90	US Bank	\$154,365.18

<u>Consistent with Council Goal:</u>		
Goal #2: Financial Sustainability		

<u>Recommended Action/Suggested Motion:</u>		
<i>Recommended Motion: Approve payment of claim check nos. 31888 through 31973 and Electronic Payments in the amount of \$1,120,397.47 for the period ending June 9, 2026.</i>		

<u>Reviewed by Department Director:</u>	<u>Reviewed by City Attorney:</u>	<u>Approved by City Administrator:</u>
	N/A	Rachel Shaw
Date:	Date:	Date: Jun 4, 2026

CHECK REGISTER

City Of Prosser

05/29/2026 To: 05/29/2026

Time: 10:09:13 Date: 05/28/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2908	05/29/2026	Payroll	1	EFT	UKG Payroll	82,060.13	WA State Unemployment tax; Federal IRS Payroll Taxes; Medicare IRS Payroll Taxes; OSDI IRS Payroll Taxes; WA PFMLA Payroll Taxes; WA LTC Payroll Taxes
2909	05/29/2026	Payroll	1	EFT	WA Dept Of Retirement	43,346.52	DRS- May 2026
2910	05/29/2026	Payroll	1	EFT	WA Dept Of Social & Health Services	1,302.50	DSHS - May 2026 Payroll
2911	05/29/2026	Claims	1	EFT	Washington Teamsters Welfare	166.78	Cox Jr. April EE Deduction
2912	05/29/2026	Claims	1	EFT	Washington Teamsters Welfare	1,736.80	WTWT-LEOFF1 Retirees
2913	05/29/2026	Payroll	1	EFT	Washington Teamsters Welfare	83,355.40	WTWT
2914	05/29/2026	Payroll	1	31888	Aflac	800.45	AFLAC Payroll- Pre & Post Tax
2915	05/29/2026	Payroll	1	31889	Benton/Franklin County Boys & Girls Club	344.72	Sanchez- May 2026 Payroll
2916	05/29/2026	Payroll	1	31890	OPEIU	1,022.12	OPEIU
2917	05/29/2026	Payroll	1	31891	Prosser, City Of	10.00	Meal Reimbursement-Shaw
2918	05/29/2026	Payroll	1	31892	C/O American Legal Servic Teamsters Legal Defense Fund	72.40	Legal Defense Fund
2919	05/29/2026	Payroll	1	31893	Teamsters Local Union No 839	1,874.00	Teamster Union
2920	05/29/2026	Payroll	1	31894	WA Dept Of L&I	16,700.19	WA L&I Taxes
2921	05/29/2026	Payroll	1	31895	Western Conf Of Teamsters Pension Trust	4,241.55	Teamsters Pension Trust
001 General Fund						184,697.22	
102 Street Fund						14,881.81	
117 Employee Benefits Security						1,736.80	
149 Public Safety Sales Tax Fund						4,018.91	
403 Water Fund						14,141.30	
407 Sewer Fund						17,087.90	
448 Garbage Fund						469.62	
							Claims: 1,903.58
						237,033.56	Payroll: 235,129.98

Signature

Date

CHECK REGISTER

City Of Prosser

Time: 10:59:55 Date: 06/03/2026

06/09/2026 To: 06/09/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2982	06/09/2026	Claims	1	EFT	Benton PUD	31,067.96	Electric Bill May 2026; 6th St Lights May 2026; WCR Lights May 2026
					001 - 518 31 47 000 - Public Utility Services	120.53	Electric Bill May 2026
					001 - 521 20 47 000 - Public Utility Services	1,298.64	Electric Bill May 2026
					403 - 534 80 47 000 - Public Utility Services	16,014.25	Electric Bill May 2026
					407 - 535 80 47 000 - Public Utility Services	7,958.53	Electric Bill May 2026
					403 - 539 20 47 000 - Public Utility Services	679.99	Electric Bill May 2026
					102 - 542 63 47 000 - Public Utility Services	2,349.56	Electric Bill May 2026
					102 - 542 63 47 000 - Public Utility Services	195.69	6th St Lights May 2026
					102 - 542 63 47 000 - Public Utility Services	338.79	WCR Lights May 2026
					102 - 542 90 47 000 - Public Utility Services	194.51	Electric Bill May 2026
					001 - 569 21 47 000 - Public Utility Services	302.88	Electric Bill May 2026
					001 - 572 50 47 000 - Public Utility Services	424.71	Electric Bill May 2026
					001 - 576 20 47 000 - Aquatic Center Facilities - Publi	801.26	Electric Bill May 2026
					001 - 576 80 47 000 - Public Utility Services	388.62	Electric Bill May 2026
2983	06/09/2026	Claims	1	EFT	Chase	3,914.08	Non-UB CC Pymts May 2026; UB CC Pymts May 2026
					001 - 514 30 41 000 - Professional Services	0.42	Non-UB CC Pymts May 2026
					001 - 521 20 41 000 - Professional Services	2.95	Non-UB CC Pymts May 2026
					001 - 524 20 41 000 - Professional Services	1,054.66	Non-UB CC Pymts May 2026
					403 - 534 80 41 000 - Professional Services	460.47	UB CC Pymts May 2026
					407 - 535 80 41 000 - Professional Services	460.46	UB CC Pymts May 2026
					448 - 537 80 41 000 - Professional Services	460.46	UB CC Pymts May 2026
					403 - 539 20 41 000 - Professional Services	460.47	UB CC Pymts May 2026
					001 - 558 60 41 000 - Professional Services	1,014.19	Non-UB CC Pymts May 2026
2984	06/09/2026	Claims	1	EFT	Leaf	887.00	Copier/Plotter Lease May 2026
					001 - 591 18 75 000 - Lease Payments - Copy Machir	760.93	Copier/Plotter Lease May 2026
					403 - 591 34 75 403 - Water fund - Lease Payments	39.67	Copier/Plotter Lease May 2026
					407 - 591 35 75 000 - Sewer Fund - Lease Payments	39.67	Copier/Plotter Lease May 2026
					448 - 591 37 75 000 - Garbage Fund - Lease Paymen	3.53	Copier/Plotter Lease May 2026
					403 - 591 39 75 000 - Irrigation -Lease Payments	3.53	Copier/Plotter Lease May 2026
					102 - 591 47 75 102 - Street Dept - Lease Payments	39.67	Copier/Plotter Lease May 2026
2985	06/09/2026	Claims	1	EFT	Rec 1	321.00	Refund
					001 - 347 60 00 000 - Recreation Program Fees	-91.00	Refund
					001 - 362 00 00 002 - Short Term Pool Rentals	-230.00	Refund
2986	06/09/2026	Claims	1	EFT	CM 9690 US Bank Na	56,725.00	PRO0205-1-1 Loan Pymt
					403 - 591 34 78 006 - ESCO Principal	23,100.00	PRO0205-1-1 Loan Pymt
					407 - 591 35 78 006 - ESCO PRO0205-1-1 Principal	2,750.00	PRO0205-1-1 Loan Pymt
					102 - 591 95 78 305 - ESCO Principal	29,150.00	PRO0205-1-1 Loan Pymt
					403 - 592 34 83 006 - ESCO Interest	724.50	PRO0205-1-1 Loan Pymt
					407 - 592 35 83 006 - ESCO PRO0205-1-1 Interest	86.25	PRO0205-1-1 Loan Pymt
					102 - 592 95 83 305 - ESCO Interest	914.25	PRO0205-1-1 Loan Pymt
2987	06/09/2026	Claims	1	EFT	CM 9690 US Bank Na	56,000.00	PROWATREF15 Loan Pymt
					456 - 592 34 83 456 - 98 & 99 Refinanced Debt	11,500.00	PROWATREF15 Loan Pymt
					456 - 592 34 83 456 - 98 & 99 Refinanced Debt	23,700.00	PROWATREF15 Loan Pymt
					458 - 592 35 83 458 - Waste Water Improvements-In	20,800.00	PROWATREF15 Loan Pymt
2988	06/09/2026	Claims	1	EFT	CM 9690 US Bank Na	24,843.75	PROLTGO11 Loan Pymt
					233 - 592 75 83 000 - 2011 Limited Tax GO Bonds	24,843.75	PROLTGO11 Loan Pymt
2989	06/09/2026	Claims	1	EFT	CM 9690 US Bank Na	10,985.12	Fuel May 2026
					001 - 521 20 32 000 - Fuel Consumed	5,275.85	Fuel May 2026 PD

CHECK REGISTER

City Of Prosser

06/09/2026 To: 06/09/2026

Time: 10:59:55 Date: 06/03/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 524 20 32 000 - Fuel Consumed			179.95	Fuel May 2026 BLDG
			403 - 534 80 32 000 - Fuel Consumed			680.44	Fuel May 2026 WT
			407 - 535 80 32 000 - Fuel Consumed			1,153.32	Fuel May 2026 WW
			403 - 539 20 32 000 - Fuel Consumed			680.43	Fuel May 2026 IRR
			102 - 542 90 32 000 - Fuel Consumed			1,675.91	Fuel May 2026 ST
			001 - 571 22 32 000 - Fuel Consumed			216.15	Fuel May 2026 ADM
			001 - 576 80 32 000 - Fuel Consumed			1,123.07	Fuel May 2026 PK
2990	06/09/2026	Claims	1	EFT	CM 9690 US Bank Na	5,811.31	ICC-Membership; Bonzis-Shipping; WA DOL-Licensing; Claude AI-Subscription; Yellow Rose-Trees & Gravel; Bonzis-Shipping; PSI-Exam; SupplyHouse-Pool Supplies; Expedia-Hotel; Starlink-Internet; KDs Flora
			001 - 513 10 31 000 - Office & Operating Supplies			372.08	KDs Floral-Bouquets; 2KBakery-Donuts; Harvest Foods-Gift Cards; Starbuscks-Gift Cards; Dominos-Pizza
			001 - 513 10 43 000 - Travel & Training			198.74	Expedia-Hotel
			001 - 514 23 31 000 - Office & Operating Supplies			217.40	Claude AI-Subscription
			001 - 521 20 31 000 - Office & Operating Supplies			50.54	PocketPress-Books; The Bunker-Stripes
			001 - 521 20 43 000 - Travel & Training			360.00	IAPE-Training
			001 - 524 20 31 000 - Office & Operating Supplies			67.75	WA DOL-Licensing
			001 - 524 20 49 000 - Miscellaneous			170.00	ICC-Membership
			403 - 534 80 31 000 - Office & Operating Supplies			32.13	Bonzis-Shipping
			403 - 534 80 31 000 - Office & Operating Supplies			28.04	Bonzis-Shipping
			403 - 534 80 43 000 - Travel & Training			108.00	PSI-Exam
			001 - 571 22 31 001 - Office & Operating Supplies			838.31	Dominos-Pizza; OpenAI-Subscription; WalMart-Tball Bats; DinnBros-Soccer Supplies
			001 - 571 22 43 000 - Travel & Training			599.34	Mariott-Hotel
			001 - 576 20 31 000 - Aquatic Center Facilities - Offic			1,018.51	SupplyHouse-Pool Supplies
			001 - 576 21 41 000 - Aquatic Center Programs - Pro			672.00	RedCross-Training
			001 - 576 80 31 000 - Office & Operating Supplies			748.47	Yellow Rose-Trees & Gravel
			001 - 576 80 42 000 - Communications			330.00	Starlink-Internet
2991	06/09/2026	Claims	1	EFT	USDA	1,310.00	Street Sweeper Loan Jun 2026
			102 - 591 95 78 001 - USDA -Street Sweeper			1,107.19	Street Sweeper Loan Jun 2026
			102 - 592 95 83 001 - USDA Street Sweeper-Interest			202.81	Street Sweeper Loan Jun 2026
2992	06/09/2026	Claims	1	EFT	WA DOR Electronic Payments	25,919.10	Excise Taxes May 2026
			001 - 514 30 44 000 - External Taxes			0.49	Excise Taxes May 2026
			403 - 534 80 44 000 - External Taxes			9,722.87	Excise Taxes May 2026
			407 - 535 80 44 000 - External Taxes			5,456.91	Excise Taxes May 2026
			448 - 537 80 44 000 - External Taxes			10,104.35	Excise Taxes May 2026
			001 - 571 22 44 000 - External Taxes			123.31	Excise Taxes May 2026
			001 - 576 21 44 000 - Aquatic Center Programs - Ext			511.17	Excise Taxes May 2026
2993	06/09/2026	Claims	1	EFT	Xpress Billpay	1,533.90	Online Pymts May 2026
			001 - 514 30 41 000 - Professional Services			0.02	Online Pymts May 2026
			001 - 521 20 41 000 - Professional Services			0.12	Online Pymts May 2026
			001 - 524 20 41 000 - Professional Services			43.89	Online Pymts May 2026
			403 - 534 80 41 000 - Professional Services			394.65	Online Pymts May 2026
			407 - 535 80 41 000 - Professional Services			382.06	Online Pymts May 2026
			448 - 537 80 41 000 - Professional Services			335.17	Online Pymts May 2026
			403 - 539 20 41 000 - Professional Services			333.56	Online Pymts May 2026
			102 - 543 30 41 000 - Professional Services			0.73	Online Pymts May 2026

CHECK REGISTER

City Of Prosser

Time: 10:59:55 Date: 06/03/2026

06/09/2026 To: 06/09/2026

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 558 60 41 000 - Professional Services			42.21	Online Pymts May 2026
			001 - 571 22 41 000 - Professional Services			1.49	Online Pymts May 2026
2994	06/09/2026	Claims	1	31896	Abadan Tri Cities	34.61	WWTP Copier Maintenance Apr 2026
			407 - 535 80 48 000 - Repairs & Maintenance			34.61	WWTP Copier Maintenance Apr 2026
2995	06/09/2026	Claims	1	31897	Jeremiah Amaro	200.00	Referee Services
			001 - 571 22 41 000 - Professional Services			200.00	Referee Services
2996	06/09/2026	Claims	1	31898	Amazon Capital Services, Inc.	6,080.10	Spray Paint; Network Tower; Monitor Stand; Swimming Pool Supplies; Soccer Supplies; Lab Supplies; Ladder, Towels, Soap, Sharpener, Ruler, Gauge; Ratchet Straps, Tow Light Bar, Pulley, Lamps; Pipe Tap;
			001 - 513 10 31 000 - Office & Operating Supplies			68.11	Poster Frame
			001 - 514 23 31 000 - Office & Operating Supplies			47.68	Air Freshener & Paper
			001 - 518 88 31 000 - Office & Operating Supplies			1,965.00	Network Tower
			001 - 518 88 31 000 - Office & Operating Supplies			119.72	Monitor Stand
			001 - 521 20 31 000 - Office & Operating Supplies			57.39	Spray Paint
			403 - 534 80 31 000 - Office & Operating Supplies			39.66	Pipe Tap Set
			407 - 535 80 31 000 - Office & Operating Supplies			164.95	Lab Supplies
			407 - 535 80 31 000 - Office & Operating Supplies			271.42	Ladder, Towels, Soap, Sharpener, Ruler, Gauge
			407 - 535 80 31 000 - Office & Operating Supplies			692.85	Ratchet Straps, Tow Light Bar, Pulley, Lamps
			407 - 535 80 31 000 - Office & Operating Supplies			924.41	Workbench, Rack, Drum Liners
			407 - 535 80 31 000 - Office & Operating Supplies			398.44	Rolling Cart, Ball Valve, Foam
			102 - 542 90 31 000 - Office & Operating Supplies			288.42	Impact Driver & Screw Driver Set
			102 - 542 90 31 000 - Office & Operating Supplies			163.04	Anchors, Cables, Charger, Storage Bins
			001 - 571 22 31 001 - Office & Operating Supplies			195.62	Soccer Supplies
			001 - 576 20 31 000 - Aquatic Center Facilities - Offic			141.26	Air Filter & Stain Remover
			001 - 576 21 31 000 - Aquatic Center Programs - Offi			542.13	Swimming Pool Supplies
2997	06/09/2026	Claims	1	31899	Anatek Labs Inc	192.00	Bacteria Analysis
			407 - 535 80 41 000 - Professional Services			192.00	Bacteria Analysis
2998	06/09/2026	Claims	1	31900	Apollo Mechanical Contractors	384.80	Comm Center Furnace Repairs
			001 - 569 21 48 000 - Repairs & Maintenance			384.80	Comm Center Furnace Repairs
2999	06/09/2026	Claims	1	31901	Aqua Backflow, Inc	1,098.90	BFT Software May 2026
			403 - 534 80 48 000 - Repairs & Maintenance			1,098.90	BFT Software May 2026
3000	06/09/2026	Claims	1	31902	Autozone	298.84	Oil, Repair Kit
			407 - 535 80 31 000 - Office & Operating Supplies			298.84	Oil, Repair Kit
3001	06/09/2026	Claims	1	31903	Axon Enterprise, Inc	904.55	Signal Unit Cable
			108 - 594 21 64 108 - Capital Expenditures/Expenses			904.55	Signal Unit Cable
3002	06/09/2026	Claims	1	31904	BDI-Basin Disposal, Inc	321,826.31	Garbage Billing April 2026; Garbage Billing May 2026
			448 - 537 80 47 000 - Public Utility Services			165,775.70	Garbage Billing April 2026
			448 - 537 80 47 000 - Public Utility Services			156,050.61	Garbage Billing May 2026
3003	06/09/2026	Claims	1	31905	Badger Meter, Inc	1,537.07	Meter Maintenance May 2026
			403 - 534 80 48 000 - Repairs & Maintenance			1,537.07	Meter Maintenance May 2026
3004	06/09/2026	Claims	1	31906	Benton Co Solid Waste	774.64	Solid Waste Grant Match Jan-Mar 2026
			448 - 537 80 41 000 - Professional Services			774.64	Solid Waste Grant Match Jan-Mar 2026
3005	06/09/2026	Claims	1	31907	Benton Franklin Dist Health	280.00	2026 Pool Permit

CHECK REGISTER

City Of Prosser

Time: 10:59:55 Date: 06/03/2026

06/09/2026 To: 06/09/2026

Page: 4

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 576 20 49 001 - Aquatic Center Facilities - Misc			280.00	2026 Pool Permit
3006	06/09/2026	Claims	1	31908	Benton REA	1,595.89	Chardonnay Ave Lights May 2026; Entrance Sign May 2026; Village Park Lights May 2026; Power Net May 2026; Bella Vista Booster May 2026; Water Tower Lights May 2026
			403 - 534 80 47 000 - Public Utility Services			317.99	Bella Vista Booster May 2026
			403 - 534 80 47 000 - Public Utility Services			73.07	Water Tower Lights May 2026
			407 - 535 80 47 000 - Public Utility Services			20.00	Power Net May 2026
			102 - 542 63 47 000 - Public Utility Services			1,058.53	Chardonnay Ave Lights May 2026
			102 - 542 63 47 000 - Public Utility Services			97.68	Entrance Sign May 2026
			102 - 542 63 47 000 - Public Utility Services			28.62	Village Park Lights May 2026
3007	06/09/2026	Claims	1	31909	Benton/Franklin County Boys & Girls Club	5,416.66	Boys & Girls Club Jun 2026
			001 - 571 22 41 000 - Professional Services			5,416.66	Boys & Girls Club Jun 2026
3008	06/09/2026	Claims	1	31910	Luciano Bustamante	250.00	Referee Services
			001 - 571 22 41 000 - Professional Services			250.00	Referee Services
3009	06/09/2026	Claims	1	31911	CBIT, Inc.	150.00	PD Fiber Jun 2026
			001 - 518 88 42 000 - Communications			150.00	PD Fiber Jun 2026
3010	06/09/2026	Claims	1	31912	Cascade Natural Gas Corp	5,390.66	Meade Bldg Natural Gas Jun 2026; Parks Natural Gas Jun 2026; Shop Natural Gas Jun 2026; WWTP#A Natural Gas Jun 2026; WWTP Natural Gas Jun 2026; Library Natural Gas Jun 2026; Pool Natural Gas Jun 2026
			001 - 518 31 47 000 - Public Utility Services			32.52	Meade Bldg Natural Gas Jun 2026
			407 - 535 80 47 000 - Public Utility Services			33.86	WWTP#A Natural Gas Jun 2026
			407 - 535 80 47 000 - Public Utility Services			1,134.03	WWTP Natural Gas Jun 2026
			102 - 542 90 47 000 - Public Utility Services			98.50	Shop Natural Gas Jun 2026
			001 - 572 50 47 000 - Public Utility Services			107.90	Library Natural Gas Jun 2026
			001 - 576 20 47 000 - Aquatic Center Facilities - Publi			3,956.72	Pool Natural Gas Jun 2026
			001 - 576 80 47 000 - Public Utility Services			27.13	Parks Natural Gas Jun 2026
3011	06/09/2026	Claims	1	31913	Charter Communications	442.67	WWTP Fiber
			407 - 535 80 42 000 - Communications			442.67	WWTP Fiber
3012	06/09/2026	Claims	1	31914	Cintas Corp	257.22	First Aid Kit Refills
			001 - 518 31 31 000 - Office & Operating Supplies			257.22	First Aid Kit Refills
3013	06/09/2026	Claims	1	31915	Cliff's Septic Services	360.00	Port-A-Potties Gap Rd; Port-A-Potties Market St
			001 - 571 22 45 000 - Operating Rentals & Leases			240.00	Port-A-Potties Gap Rd
			001 - 576 80 45 000 - Operating Rentals & Leases			120.00	Port-A-Potties Market St
3014	06/09/2026	Claims	1	31916	Columbia River Construction	247.18	9317.01 - TEMP DUMP
			448 - 343 71 00 000 - Garbage Service Charges			-189.12	9317.01 - TEMP DUMP
			448 - 343 72 00 000 - Refuse Tax Collection			-12.27	9317.01 - TEMP DUMP
			448 - 343 74 00 000 - Administrative Fee			-44.79	9317.01 - TEMP DUMP
			448 - 359 90 00 000 - Billing Fee			-1.00	9317.01 - TEMP DUMP
3015	06/09/2026	Claims	1	31917	Cook's Hardware, Inc	918.13	Wax Ring; Outlet, Cover; Cover; Duster; Bungee Cords & Screws; Regulator; Brush, Cloth, Rollers, Set; Connector, Ball Valve, Nipp Ties, Brush, Batteries; Fasteners; Silicone; Tubing, Compress
			403 - 534 80 31 000 - Office & Operating Supplies			3.90	Wax Ring
			403 - 534 80 31 000 - Office & Operating Supplies			42.12	Connector, Ball Valve, Nipples

CHECK REGISTER

City Of Prosser

06/09/2026 To: 06/09/2026

Time: 10:59:55 Date: 06/03/2026

Page: 5

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			403 - 534 80 31 000 - Office & Operating Supplies			14.42	Tubing, Compression Nut
			407 - 535 80 31 000 - Office & Operating Supplies			26.07	Shut Off
			407 - 535 80 31 000 - Office & Operating Supplies			105.40	Garden Hose, Filter, Drain
			407 - 535 80 31 000 - Office & Operating Supplies			76.71	Hose End & Sweeper
			407 - 535 80 31 000 - Office & Operating Supplies			37.34	Stud & Nails
			407 - 535 80 31 000 - Office & Operating Supplies			278.19	Steel Angle, Tubes
			102 - 542 90 31 000 - Office & Operating Supplies			13.03	Duster
			102 - 542 90 31 000 - Office & Operating Supplies			24.10	Bungee Cords & Screws
			001 - 576 20 31 000 - Aquatic Center Facilities - Offic			74.62	Ties, Brush, Batteries
			001 - 576 20 31 000 - Aquatic Center Facilities - Offic			1.96	Fasteners
			001 - 576 20 31 000 - Aquatic Center Facilities - Offic			34.76	Silicone
			001 - 576 80 31 000 - Office & Operating Supplies			90.82	Outlet, Cover
			001 - 576 80 31 000 - Office & Operating Supplies			18.67	Cover
			001 - 576 80 31 000 - Office & Operating Supplies			13.03	Regulator
			001 - 576 80 31 000 - Office & Operating Supplies			62.99	Brush, Cloth, Rollers, Tray Set
3016	06/09/2026	Claims	1	31918	Correct Equipment	520.45	Chemical Testing Agents
			403 - 534 80 31 000 - Office & Operating Supplies			520.45	Chemical Testing Agents
3017	06/09/2026	Claims	1	31919	Tanner Cox	165.00	CDL Reimbursement
			403 - 534 80 49 000 - Miscellaneous			165.00	CDL Reimbursement
3018	06/09/2026	Claims	1	31920	Databar	3,625.59	Utility Bill/Newsletter Printing May 2026; Newsletter Printing Jun 2026
			001 - 514 30 41 000 - Professional Services			51.19	Utility Bill/Newsletter Printing May 2026
			001 - 514 30 41 000 - Professional Services			331.06	Newsletter Printing Jun 2026
			403 - 534 80 41 000 - Professional Services			819.91	Utility Bill/Newsletter Printing May 2026
			403 - 534 80 41 000 - Professional Services			41.38	Newsletter Printing Jun 2026
			407 - 535 80 41 000 - Professional Services			736.71	Utility Bill/Newsletter Printing May 2026
			407 - 535 80 41 000 - Professional Services			41.38	Newsletter Printing Jun 2026
			448 - 537 80 41 000 - Professional Services			736.71	Utility Bill/Newsletter Printing May 2026
			448 - 537 80 41 000 - Professional Services			41.38	Newsletter Printing Jun 2026
			403 - 539 20 41 000 - Professional Services			736.71	Utility Bill/Newsletter Printing May 2026
			403 - 539 20 41 000 - Professional Services			41.38	Newsletter Printing Jun 2026
			102 - 542 90 41 000 - Professional Services			6.40	Utility Bill/Newsletter Printing May 2026
			102 - 542 90 41 000 - Professional Services			41.38	Newsletter Printing Jun 2026
3019	06/09/2026	Claims	1	31921	Isaiah Farias	325.00	Referee Services
			001 - 571 22 41 000 - Professional Services			325.00	Referee Services
3020	06/09/2026	Claims	1	31922	Ferguson Enterprises, Seattle #1539	195.91	Seat & Washer
			001 - 576 20 31 000 - Aquatic Center Facilities - Offic			195.91	Seat & Washer
3021	06/09/2026	Claims	1	31923	G C Systems	42,813.67	Clay Valve Rebuild
			403 - 594 34 63 001 - Capital Expenditures/Expenses			42,813.67	Clay Valve Rebuild
3022	06/09/2026	Claims	1	31924	Galls, LLC	2,475.88	Biase Uniform
			001 - 521 20 21 000 - Uniforms			2,475.88	Biase Uniform
3023	06/09/2026	Claims	1	31925	Isaac Garcia	50.00	Referee Services
			001 - 571 22 41 000 - Professional Services			50.00	Referee Services
3024	06/09/2026	Claims	1	31926	Elijah Garza	250.00	Referee Services
			001 - 571 22 41 000 - Professional Services			250.00	Referee Services
3025	06/09/2026	Claims	1	31927	Victor Garza	315.00	Travel Reimbursement
			001 - 521 20 43 000 - Travel & Training			315.00	Travel Reimbursement

CHECK REGISTER

City Of Prosser

06/09/2026 To: 06/09/2026

Time: 10:59:55 Date: 06/03/2026

Page: 6

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3026	06/09/2026	Claims	1	31928	Dept 808000475 Grainger Inc	129.07	Battery
					001 - 576 20 31 000 - Aquatic Center Facilities - Offic	129.07	Battery
3027	06/09/2026	Claims	1	31929	Grandview Lumber Co	242.83	Plywood, Decking, Sheeting
					407 - 535 80 31 000 - Office & Operating Supplies	242.83	Plywood, Decking, Sheeting
3028	06/09/2026	Claims	1	31930	HD Fowler, Co	2,472.91	Meter Adapter; Shovels
					403 - 534 80 31 000 - Office & Operating Supplies	2,364.22	Meter Adapter
					403 - 534 80 31 000 - Office & Operating Supplies	108.69	Shovels
3029	06/09/2026	Claims	1	31931	Haley & Aldrich Inc.	4,755.50	Grant Writer
					001 - 558 70 41 000 - Professional Services	4,755.50	Grant Writer
3030	06/09/2026	Claims	1	31932	Hasty Awards	752.84	Soccer Supplies
					001 - 571 22 31 001 - Office & Operating Supplies	752.84	Soccer Supplies
3031	06/09/2026	Claims	1	31933	Hayden Homes, LLC	59.83	6141.01 - 301 LADERA ST
					403 - 343 41 00 000 - Water Revenues	-27.75	6141.01 - 301 LADERA ST
					407 - 343 50 00 000 - Sewer Revenues	-32.08	6141.01 - 301 LADERA ST
3032	06/09/2026	Claims	1	31934	Hayden Homes, LLC	42.15	6132.01 - 1630 SONORA RIVER DR
					403 - 343 41 00 000 - Water Revenues	-19.55	6132.01 - 1630 SONORA RIVER DR
					407 - 343 50 00 000 - Sewer Revenues	-22.60	6132.01 - 1630 SONORA RIVER DR
3033	06/09/2026	Claims	1	31935	Hayden Homes, LLC	88.14	6127.01 - 1621 SONORA RIVER DR
					403 - 343 41 00 000 - Water Revenues	-40.88	6127.01 - 1621 SONORA RIVER DR
					407 - 343 50 00 000 - Sewer Revenues	-47.26	6127.01 - 1621 SONORA RIVER DR
3034	06/09/2026	Claims	1	31936	David Thompson Hi-Way Auto	54.30	Veh #23-2 Oil Change
					001 - 521 20 48 000 - Repairs & Maintenance	54.30	Veh #23-2 Oil Change
3035	06/09/2026	Claims	1	31937	The Home Depot Pro	1,191.28	Pool Season Supplies; Trash Bags
					001 - 576 21 31 000 - Aquatic Center Programs - Offi	1,075.80	Pool Season Supplies
					001 - 576 80 31 000 - Office & Operating Supplies	115.48	Trash Bags
3036	06/09/2026	Claims	1	31938	Casey Jensen	199.50	Referee Services
					001 - 571 22 41 000 - Professional Services	199.50	Referee Services
3037	06/09/2026	Claims	1	31939	Leslie Johnson	231.00	Meal Reimbursement
					001 - 521 20 43 000 - Travel & Training	231.00	Meal Reimbursement
3038	06/09/2026	Claims	1	31940	Kelley's Tele-Communications, Inc.	218.00	Answering Services May 2026
					001 - 518 88 42 000 - Communications	54.50	Answering Services May 2026
					403 - 534 80 42 000 - Communications	54.50	Answering Services May 2026
					407 - 535 80 42 000 - Communications	54.50	Answering Services May 2026
					102 - 542 90 42 000 - Communications	54.50	Answering Services May 2026
3039	06/09/2026	Claims	1	31941	Kie Supply Corporation	327.34	Joint Ring; Sprinklers
					001 - 576 20 31 000 - Aquatic Center Facilities - Offic	4.38	Joint Ring
					001 - 576 80 31 000 - Office & Operating Supplies	322.96	Sprinklers
3040	06/09/2026	Claims	1	31942	LaForce Brothers Carpet Cleaning	20,984.50	Comm Ctr Floor Wax; Comm Ctr Wood Floor Refurbish
					001 - 569 21 48 000 - Repairs & Maintenance	875.00	Comm Ctr Floor Wax
					001 - 569 21 48 000 - Repairs & Maintenance	20,109.50	Comm Ctr Wood Floor Refurbish
3041	06/09/2026	Claims	1	31943	Anita Laffey-Quinn	50.00	Referee Services
					001 - 571 22 41 000 - Professional Services	50.00	Referee Services

CHECK REGISTER

City Of Prosser

06/09/2026 To: 06/09/2026

Time: 10:59:55 Date: 06/03/2026

Page: 7

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3042	06/09/2026	Claims	1	31944	Mid-Columbia Library	19,351.81	Mid-Columbia Library Jun 2026
					001 - 572 20 41 000 - Professional Services	19,351.81	Mid-Columbia Library Jun 2026
3043	06/09/2026	Claims	1	31945	Class5 aka NW Communications Systems	1,338.35	Phone Bill July 2026
					001 - 518 88 42 000 - Communications	840.38	Phone Bill July 2026
					403 - 534 80 42 000 - Communications	142.35	Phone Bill July 2026
					407 - 535 80 41 000 - Professional Services	147.73	Phone Bill July 2026
					448 - 537 80 42 000 - Communications	26.90	Phone Bill July 2026
					102 - 542 90 42 000 - Communications	115.45	Phone Bill July 2026
					001 - 576 20 42 000 - Aquatic Center Facilities - Com	65.54	Phone Bill July 2026
3044	06/09/2026	Claims	1	31946	NW Farm Supply	196.69	Gate Valve; Trailer Sprayer
					407 - 535 80 31 000 - Office & Operating Supplies	68.46	Trailer Sprayer
					403 - 539 20 31 000 - Office & Operating Supplies	128.23	Gate Valve
3045	06/09/2026	Claims	1	31947	National Barricade Of Spokane	3,950.16	Street Signs; Signs
					102 - 542 64 31 000 - Office & Operating Supplies	1,226.14	Street Signs
					102 - 542 64 31 000 - Office & Operating Supplies	2,724.02	Signs
3046	06/09/2026	Claims	1	31948	Nexus Planning Services, LLC	19,204.14	Climate Change Grant May 2026; Comp Plan May 2026
					122 - 558 60 41 122 - Planning And Economic Develc	13,813.47	Climate Change Grant May 2026
					123 - 558 60 41 123 - Planning And Economic Develc	5,390.67	Comp Plan May 2026
3047	06/09/2026	Claims	1	31949	O'Reilly Auto Parts	47.51	Connectors & Pole
					407 - 535 80 31 000 - Office & Operating Supplies	47.51	Connectors & Pole
3048	06/09/2026	Claims	1	31950	OL Luther Co	278.62	Asphalt
					102 - 542 30 31 000 - Office & Operating Supplies	278.62	Asphalt
3049	06/09/2026	Claims	1	31951	Office Depot	84.36	Paper; Paper, Pens, Clorox Wipes
					001 - 514 23 31 000 - Office & Operating Supplies	15.11	Paper
					001 - 514 23 31 000 - Office & Operating Supplies	14.49	Paper, Pens
					001 - 518 31 31 000 - Office & Operating Supplies	54.76	Clorox Wipes
3050	06/09/2026	Claims	1	31952	Pacific Office Automation, Inc.	689.70	Camera Subscriptions May 2026
					001 - 518 88 41 000 - Professional Services	396.21	Camera Subscriptions May 2026
					102 - 542 90 41 000 - Professional Services	58.70	Camera Subscriptions May 2026
					001 - 576 21 41 000 - Aquatic Center Programs - Pro	234.79	Camera Subscriptions May 2026
3051	06/09/2026	Claims	1	31953	Luis Perez	268.75	Referee Services
					001 - 571 22 41 000 - Professional Services	268.75	Referee Services
3052	06/09/2026	Claims	1	31954	Deidra Phillips	100.00	Referee Services
					001 - 571 22 41 000 - Professional Services	100.00	Referee Services
3053	06/09/2026	Claims	1	31955	Killian Phillips	150.00	Referee Services
					001 - 571 22 41 000 - Professional Services	150.00	Referee Services
3054	06/09/2026	Claims	1	31956	Print Guys	70.66	Business Cards TF
					001 - 521 20 31 000 - Office & Operating Supplies	70.66	Business Cards TF
3055	06/09/2026	Claims	1	31957	Prosser, City Of	148,055.42	W, S, G Billing May 2026; WT UT May 2026; WW UT May 2026; GB UT May 2026
					001 - 518 31 47 000 - Public Utility Services	631.93	W, S, G Billing May 2026
					001 - 521 20 47 000 - Public Utility Services	553.72	W, S, G Billing May 2026
					403 - 534 80 44 000 - External Taxes	46,794.81	WT UT May 2026
					403 - 534 80 47 000 - Public Utility Services	2,771.79	W, S, G Billing May 2026

CHECK REGISTER

City Of Prosser

06/09/2026 To: 06/09/2026

Time: 10:59:55 Date: 06/03/2026

Page: 8

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			407 - 535 80 44 000 - External Taxes			55,976.89	WW UT May 2026
			407 - 535 80 47 000 - Public Utility Services			7,926.64	W, S, G Billing May 2026
			448 - 537 80 44 000 - External Taxes			13,801.91	GB UT May 2026
			102 - 542 90 47 000 - Public Utility Services			2,237.21	W, S, G Billing May 2026
			001 - 569 21 47 000 - Public Utility Services			440.05	W, S, G Billing May 2026
			001 - 572 50 47 000 - Public Utility Services			777.17	W, S, G Billing May 2026
			001 - 576 20 47 000 - Aquatic Center Facilities - Publi			2,973.30	W, S, G Billing May 2026
			001 - 576 80 47 000 - Public Utility Services			13,170.00	W, S, G Billing May 2026
3056	06/09/2026	Claims	1	31958	Rio Foltz, PLLC	5,665.00	Prosecution May 2026
			001 - 512 52 41 000 - Professional Services			5,665.00	Prosecution May 2026
3057	06/09/2026	Claims	1	31959	Rotschy Inc	89.03	5930.01 - HYDRANT-59759910
			403 - 343 41 00 000 - Water Revenues			-89.03	5930.01 - HYDRANT-59759910
3058	06/09/2026	Claims	1	31960	Brian Stott S3 Spray Service	12,636.38	Spray; Spray; Spray
			102 - 542 70 31 000 - Office & Operating Supplies			5,736.64	Spray
			102 - 542 70 31 000 - Office & Operating Supplies			2,557.17	Spray
			102 - 542 70 31 000 - Office & Operating Supplies			4,342.57	Spray
3059	06/09/2026	Claims	1	31961	Roxy Salgado	193.75	Referee Services
			001 - 571 22 41 000 - Professional Services			193.75	Referee Services
3060	06/09/2026	Claims	1	31962	Sandy's Trophies	287.10	Trophies Football
			001 - 571 22 31 001 - Office & Operating Supplies			287.10	Trophies Football
3061	06/09/2026	Claims	1	31963	Grayson Stockdale	262.50	Referee Services
			001 - 571 22 41 000 - Professional Services			262.50	Referee Services
3062	06/09/2026	Claims	1	31964	Thompson, Guildler & Associates, Inc	6,966.00	Administration May 2026; Building May 2026; Planning May 2026
			001 - 515 41 41 000 - External Legal - Services-Advis			5,908.20	Administration May 2026
			001 - 524 20 41 000 - Professional Services			51.60	Building May 2026
			001 - 558 60 41 000 - Professional Services			1,006.20	Planning May 2026
3063	06/09/2026	Claims	1	31965	Turf Star Western	1,028.16	Blades
			001 - 576 80 31 000 - Office & Operating Supplies			1,028.16	Blades
3064	06/09/2026	Claims	1	31966	Uline	119.01	Trash Can Bands
			001 - 576 80 31 000 - Office & Operating Supplies			119.01	Trash Can Bands
3065	06/09/2026	Claims	1	31967	Utilities Underground Loc	56.58	Locates May 2026
			403 - 534 80 41 000 - Professional Services			28.29	Locates May 2026
			407 - 535 80 41 000 - Professional Services			28.29	Locates May 2026
3066	06/09/2026	Claims	1	31968	Valley Pipe Co	88.16	Coupler & Manifold
			001 - 518 31 31 000 - Office & Operating Supplies			88.16	Coupler & Manifold
3067	06/09/2026	Claims	1	31969	Valley Publishing Co, Inc	310.67	Ord 26-331, 26-3312; PH STIP; PH Surplus Property
			001 - 514 30 41 000 - Professional Services			64.94	Ord 26-331, 26-3312
			407 - 535 80 41 000 - Professional Services			126.86	PH Surplus Property
			102 - 542 90 41 000 - Professional Services			118.87	PH STIP
3068	06/09/2026	Claims	1	31970	Cell Phone Verizon Wireless	2,522.94	Cell Phone Bill May 2026; Trail Cam Apr 2026
			001 - 518 88 42 000 - Communications			2,206.97	Cell Phone Bill May 2026
			001 - 518 88 42 000 - Communications			39.02	Trail Cam Apr 2026
			403 - 534 80 42 000 - Communications			79.24	Cell Phone Bill May 2026
			407 - 535 80 42 000 - Communications			119.25	Cell Phone Bill May 2026

CHECK REGISTER

City Of Prosser

06/09/2026 To: 06/09/2026

Time: 10:59:55 Date: 06/03/2026

Page: 9

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			102 - 542 90 42 000 - Communications			39.23	Cell Phone Bill May 2026
			001 - 576 20 42 000 - Aquatic Center Facilities - Com			39.23	Cell Phone Bill May 2026
3069	06/09/2026	Claims	1	31971	Budget & Fiscal Service- WA State Patrol	440.00	Background Checks
			001 - 571 22 41 000 - Professional Services			44.00	Background Checks
			001 - 576 21 41 000 - Aquatic Center Programs - Pro			396.00	Background Checks
3070	06/09/2026	Claims	1	31972	Water Doctor of Washington	18.32	Water; Cooler Rent
			407 - 535 80 31 000 - Office & Operating Supplies			8.65	Water
			407 - 535 80 45 000 - Operating Rentals & Leases			9.67	Cooler Rent
3071	06/09/2026	Claims	1	31973	TWG Consulting Corp. Wesley Group	8,400.00	Labor Relations Apr 2026
			001 - 518 10 41 000 - Professional Services- Labor Re			800.00	Labor Relations Apr 2026
			001 - 521 20 41 000 - Professional Services			7,600.00	Labor Relations Apr 2026
			001 General Fund			133,140.74	
			102 Street Fund			57,477.93	
			108 General Fund Vehicle Replacement Reserve Fund			904.55	
			122 Climate Planning Grant			13,813.47	
			123 Comp Plan Periodic Update Grant			5,390.67	
			233 2011 GO Bond - Pool			24,843.75	
			403 Water Fund			154,377.96	
			407 Sewer Fund			89,056.30	
			448 Garbage Fund			348,358.54	
			456 Water Revenue Bond Debt Redemption			35,200.00	
			458 Sewer Treatment Plant Debt Redemption			20,800.00	
						883,363.91	Claims:
							883,363.91
			* Transaction Has Mixed Revenue And Expense Accounts			883,363.91	

Elia Tubb

Signature

6/3/26

Date

CITY OF PROSSER, WASHINGTON

AGENDA BILL

Agenda Title:

Approve payment of payroll check nos. 10085-10099 and electronic payments in the amount of \$232,664.40 for the period ending May 29, 2026.

Item Type:

Consent Agenda

Meeting Date:

June 9, 2026
Regular City Council Meeting

Department:

Finance

Director:

Toni Yost

Contact Person:

Toni Yost

Phone Number:

509-786-2332

Cost of Proposal:

\$232,664.40

Fund Name and Number:

Various

Amount Budgeted:

Various amounts in salaries, wages, and benefits.

Reviewed by Finance Department:

Attachments to Agenda Packet Item:

1. Payroll Check Register

Summary Statement:

Payroll check nos. 10085-10099 and electronic payments in the amount of \$232,664.40 for the period ending May 29, 2026.

Consistent with Council Goal:

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

Recommended Action/Suggested Motion:

Recommended Motion: Approve payment of payroll check nos. 10085-10099 and electronic payments in the amount of \$232,664.40 for the period ending May 29, 2026.

<u>Reviewed by Department Director:</u>	<u>Reviewed by City Attorney:</u>	<u>Approved by City Administrator:</u>
Toni Yost	N/A	Rachel Shaw
Date: May 7, 2026	Date:	Date: Jun 4, 2026

CHECK REGISTER

City Of Prosser

Time: 08:46:11 Date: 05/28/2026

05/29/2026 To: 05/29/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2889	05/29/2026	Payroll	1	EFT		231,072.86	Month End Payroll - May 2026
2905	05/29/2026	Payroll	1	EFT			Month End Payroll - May 2026
2890	05/29/2026	Payroll	1	10085		140.53	Month End Payroll - May 2026
2891	05/29/2026	Payroll	1	10086		28.11	Month End Payroll - May 2026
2894	05/29/2026	Payroll	1	10087		358.36	Month End Payroll - May 2026
2895	05/29/2026	Payroll	1	10088		35.62	Month End Payroll - May 2026
2896	05/29/2026	Payroll	1	10089		95.00	Month End Payroll - May 2026
2897	05/29/2026	Payroll	1	10090		35.62	Month End Payroll - May 2026
2898	05/29/2026	Payroll	1	10091		100.37	Month End Payroll - May 2026
2899	05/29/2026	Payroll	1	10092		84.31	Month End Payroll - May 2026
2900	05/29/2026	Payroll	1	10093		212.79	Month End Payroll - May 2026
2901	05/29/2026	Payroll	1	10094		35.62	Month End Payroll - May 2026
2902	05/29/2026	Payroll	1	10095		38.17	Month End Payroll - May 2026
2903	05/29/2026	Payroll	1	10096		36.13	Month End Payroll - May 2026
2904	05/29/2026	Payroll	1	10097		91.04	Month End Payroll - May 2026
2906	05/29/2026	Payroll	1	10098		87.08	Month End Payroll - May 2026
2907	05/29/2026	Payroll	1	10099		212.79	Month End Payroll - May 2026
001 General Fund						123,790.77	
102 Street Fund						19,318.06	
149 Public Safety Sales Tax Fund						10,749.11	
403 Water Fund						32,468.35	
407 Sewer Fund						40,826.69	
448 Garbage Fund						5,511.42	

232,664.40 Payroll: 232,664.40

Signature

Date

CITY OF PROSSER, WASHINGTON

AGENDA BILL**Agenda Title:**Confirm Appointment to Civil Service
Commission**Meeting Date:**June 9, 2026
Regular City Council Meeting**Item Type:**

Action

Department:

Finance

Director:

Toni Yost

Contact Person:

Toni Yost

Phone Number:

509-786-2332

Cost of Proposal:

N/A

Fund Name and Number:

N/A

Amount Budgeted:

N/A

Reviewed by Finance Department:

TY 06/01/2026

Attachments to Agenda Packet Item:

1. Committee Application
2. Boards and Commissions Listing

Summary Statement:

The City of Prosser Civil Service Commission was established pursuant to Prosser Municipal Code Chapter 2.110 and Chapter 41.12 RCW. The Commission is an important part of City operations because it helps ensure that police officers are hired in fair, consistent, and merit-based process. Its duties include adopting rules for the operation of the civil service system, providing for practical and competitive examinations, establishing eligibility lists, certifying eligible candidates to the appointing authority, and approving payrolls, and appointing a Secretary and Chief Examiner.

Under PMC 2.110 and RCW 41.12.030, the Civil Service Commission consists of three members appointed by the Mayor to six-year terms. Commissioners must be citizens of the United States, residents of the city for at least three years immediately preceding appointment, and electors of the county in which they reside.

Mayor Vegar has reappointment of Ken Drewel to the Civil Service Commission. Mr. Drewel was initially appointed by Mayor Randy Taylor, to fill a vacancy in September 2022 and is interested in continuing his service. In addition to meeting the requirements of the position,

Mr. Drewel previously served as a Commissioner on the Prosser Fire District No. 3 Board from 2007 - 2011. Mr. Drewel currently serves on the Civil Service Commission alongside Commissioners Dan Baldwin and Don Aubrey.

Staff recommends confirmation of Mayor Vegar's reappointment of Ken Drewel to the Civil Service Commission.

Consistent with Council Goal:

Goal #3: Promote Economic Development & Jobs

Recommended Action/Suggested Motion:

Recommended Motion: Confirm the appointment of Ken Drewel to the Civil Service Commission with a term ending on March 12, 2032.

Reviewed by Department Director:

Toni Yost

Date: Jun 1, 2026

Reviewed by City Attorney:

Benjamin Goodwin

Date: Jun 5, 2026

Approved by City Administrator:

Rachel Shaw

Date: Jun 4, 2026

City of Prosser
Boards, Commissions and Committees

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

City of Prosser
Boards, Commissions and Committees

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

Last Modified: 6-9-2026



CITY OF PROSSER

PO Box 1639
Prosser, WA 99350
(509)786-2332 Fax: (509)786-3717

BOARDS AND COMMITTEES APPLICATION

- | | |
|--|---|
| ☐ BOARD OF ADJUSTMENT | ☐ LOCAL TAX ADVISORY COMMITTEE |
| ☒ CIVIL SERVICE COMMISSION | ☐ PARKS AND RECREATION BOARD |
| ☐ COUNCIL SALARY COMMISSION* | ☐ PLANNING COMMISSION |
| | ☐ OTHER _____ |

NAME: KEN DREWEL
ADDRESS: 355 OIE #52 ☐
PHONE NO.: _____ E-MAIL: _____

Why are you interested in this board or committee?

ADVOCAT OF LAW ENFORCEMENT

What do you want to accomplish on this board or committee?

ASSURE THAT THE P.D. WORKS TO THE BEST OF ITS ABILITY TO SERVE & PROTECT PROSSER,

Why do you believe that you are qualified to participate in this committee?

PREVIOUS EXPERIENCE

SIGNATURE: K DREWEL DATE: _____

**Officers, officials, and employees of the City and their immediate family members shall not be eligible to serve on the Commission. For the purposes of this section, "immediate family member" shall mean a parent, stepparent, in-law, spouse, sibling, stepsibling, child, stepchild, or dependent relative of the officer, official, or employee, whether or not living in the household of the officer, official, or employee.*

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

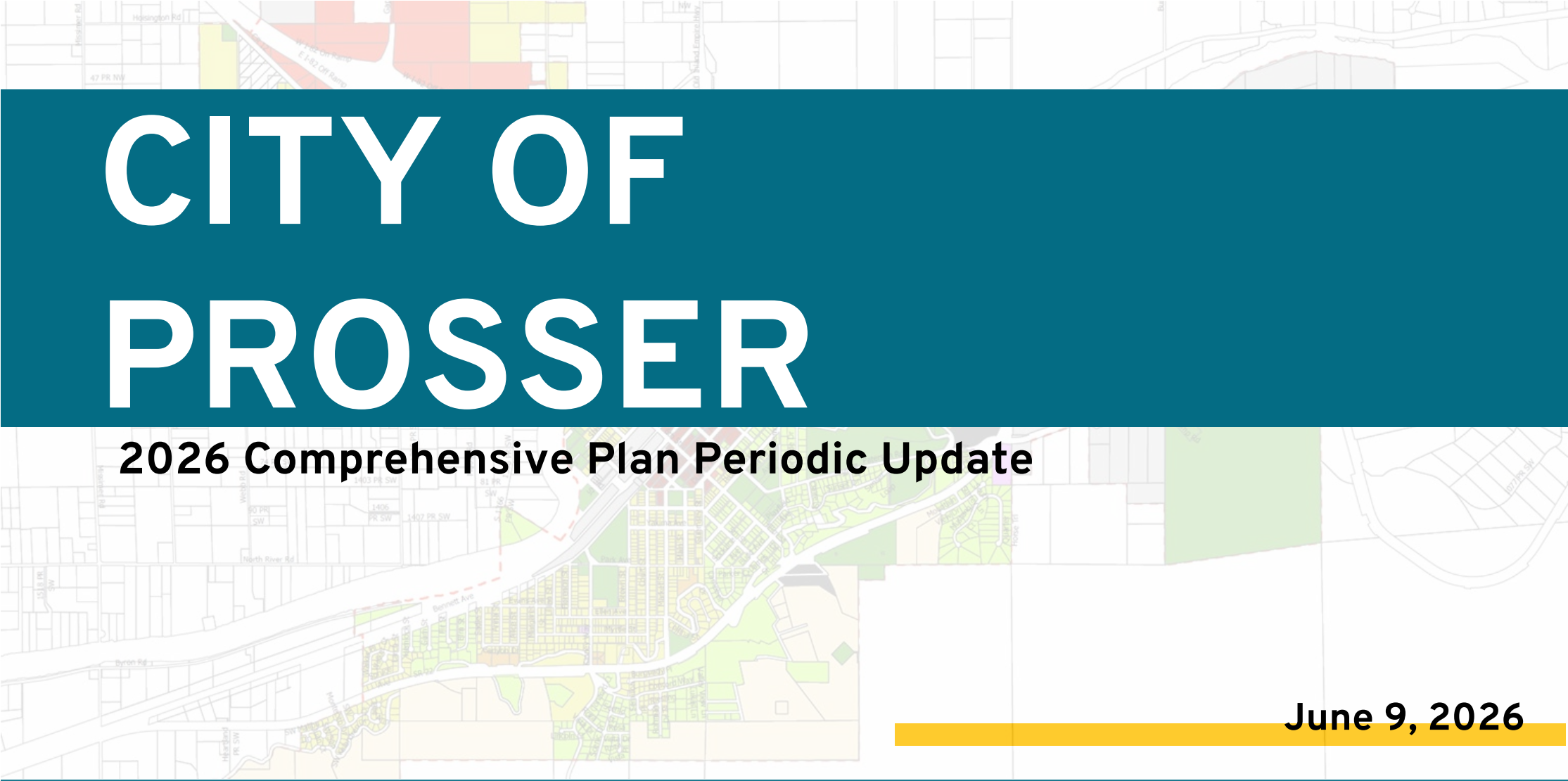
REV(08/25)

CITY OF PROSSER, WASHINGTON

AGENDA BILL

<u>Agenda Title:</u> 2026 Comprehensive Plan Periodic Update		<u>Meeting Date:</u> June 9, 2026 Regular City Council Meeting	
<u>Item Type:</u> Discussion			
<u>Department:</u> Planning	<u>Director:</u> Rachel Shaw	<u>Contact Person:</u> Rachel Shaw	<u>Phone Number:</u> 509-786-8218
<u>Cost of Proposal:</u> N/A		<u>Fund Name and Number:</u> N/A	
<u>Amount Budgeted:</u> N/A			
<u>Reviewed by Finance Department:</u> N/A			
<u>Attachments to Agenda Packet Item:</u> 1. 2026 Comprehensive Plan Update Presentation 2. Draft Housing Element 3. Draft Land Use Element 4. Draft Capital Facilities Element 5. Draft Utilities Element			
<u>Summary Statement:</u> All elements of the 2026 Comprehensive Plan are being finalized and presented to Planning Commission and City Council for review and discussion. For this meeting, the draft Housing, Land Use, Capital Facilities, and Utilities Elements will be the focus for discussion. These drafts include initial findings, background context, and initial amendments to the goals and policies. Staff is requesting Council to review the Elements and provide direction on any proposed amendments to the Comprehensive Plan. At the upcoming June 23, 2026, City Council meeting, Staff intends to bring forward the Transportation, Environment and Climate Change and Resiliency Elements of the Comprehensive Plan for review and consideration.			

Consistent with Council Goal: Goal #1: Livability & Quality of Life		
Recommended Action/Suggested Motion: <i>Recommended Motion:</i> No action at this time. Review and discuss the Housing, Land Use, Capital Facilities, and Utilities Element of 2026 Comprehensive Plan Periodic Update, and provide Staff with direction with any proposed changes.		
Reviewed by Department Director: Rachel Shaw Date: Jun 4, 2026	Reviewed by City Attorney: N/A Date:	Approved by City Administrator: Rachel Shaw Date: Jun 4, 2026

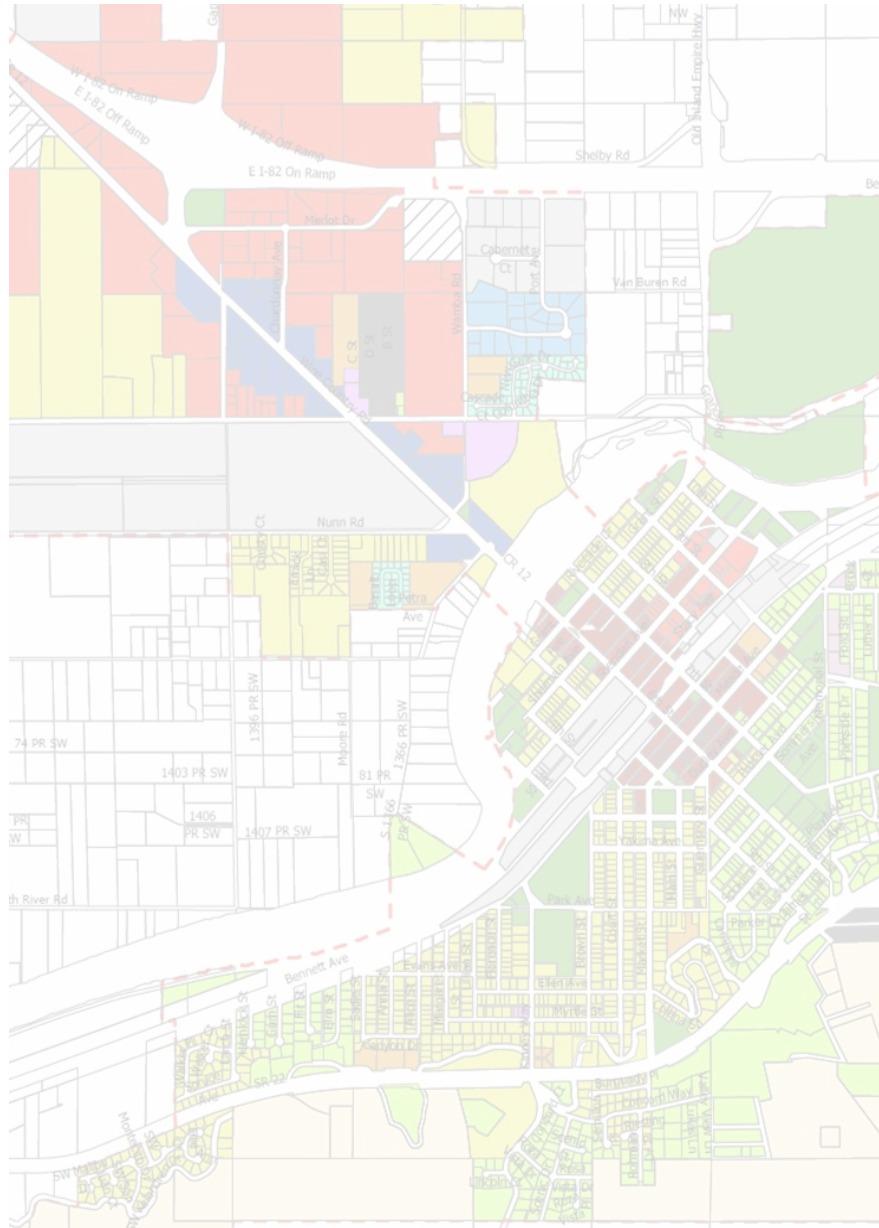


CITY OF PROSSER

2026 Comprehensive Plan Periodic Update

June 9, 2026



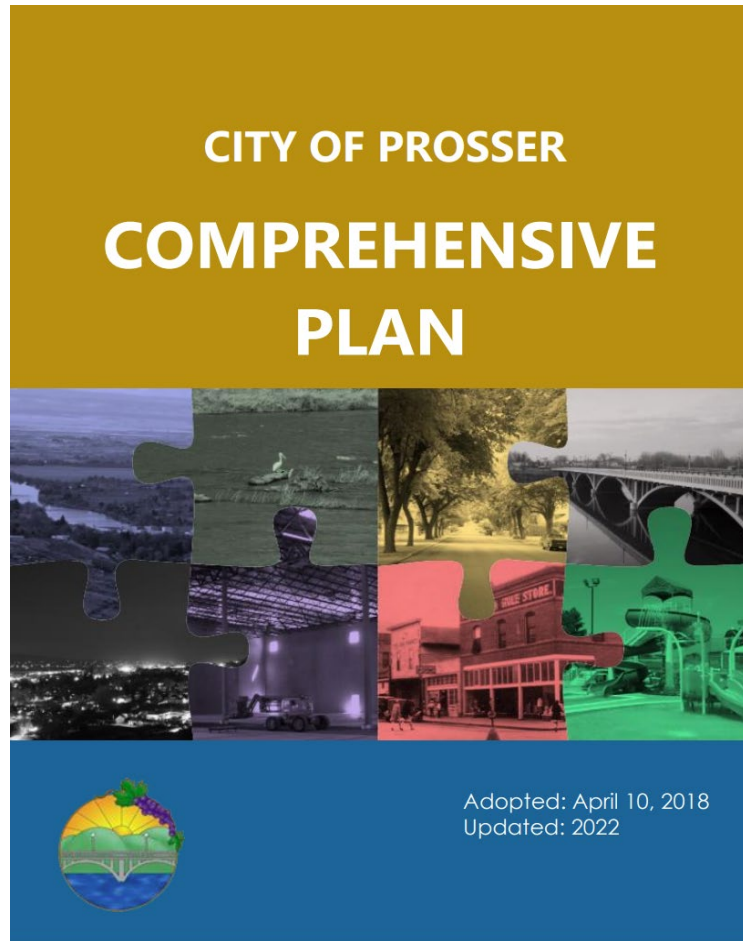


PLAN PROSSER 2026

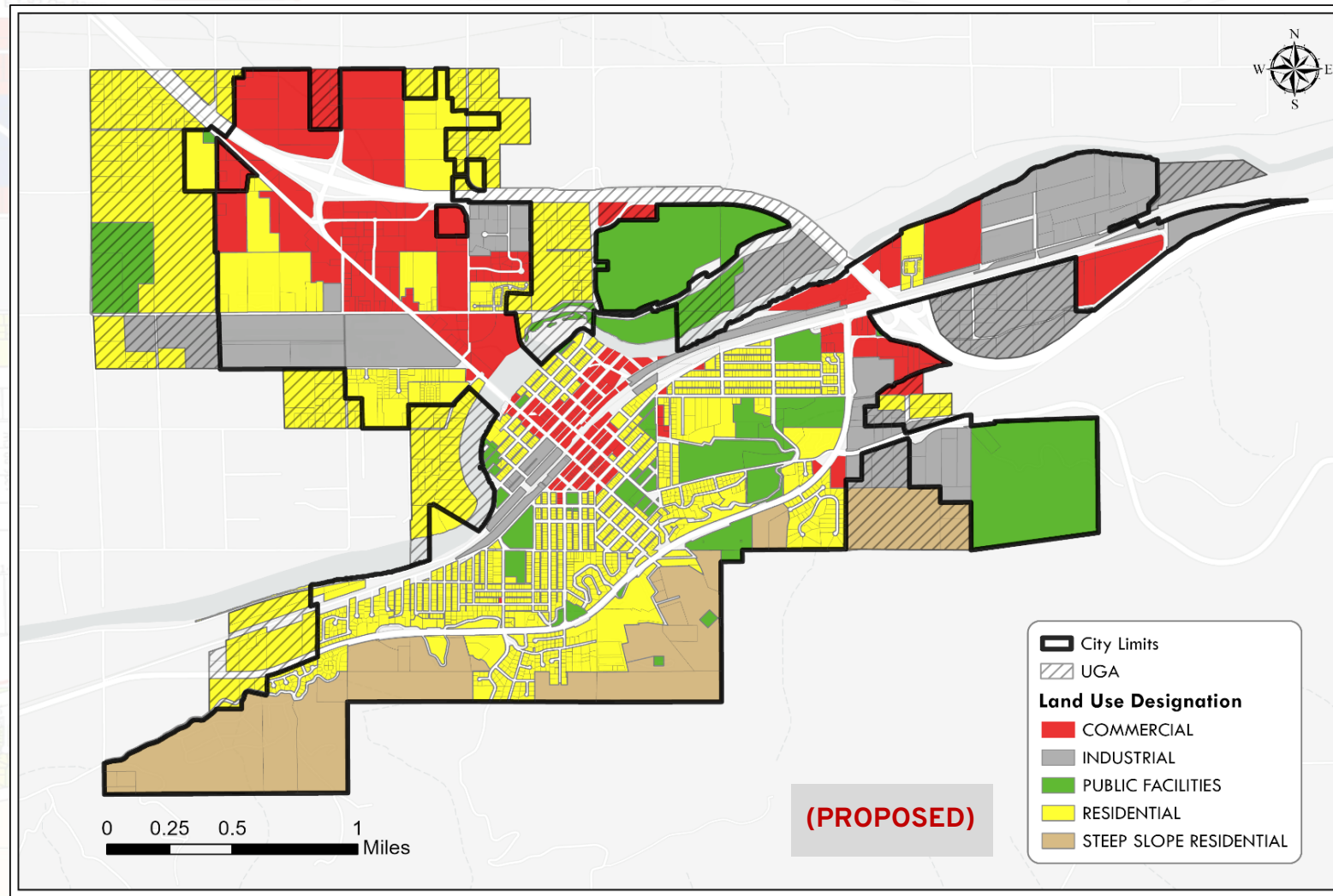
- Overview
- Focus of Discussion:
 - Land Use
 - Housing
 - Capital Facilities
 - Utilities
- Next Steps
- Discussion Items



Comprehensive Plan Periodic Update



Proposed FLUM 2046



Meeting Land Use Requirements

- The Future Land Use Map (FLUM) includes minor changes from the 2018 Comprehensive Plan, with most proposed changes affecting zoning and policy. These changes include:
 - Residential land use designation will include a new “Middle Housing” zone. This zone falls between Residential Medium and High in terms of allowed dwelling unit density. The proposed change in zoning allows single-family housing along with a wider range of housing types.
 - Commercial land use designation was expanded to provide more opportunities for commercial activity, expand housing capacity, and walkability.

LCA - Housing Capacity

Current Housing Capacity

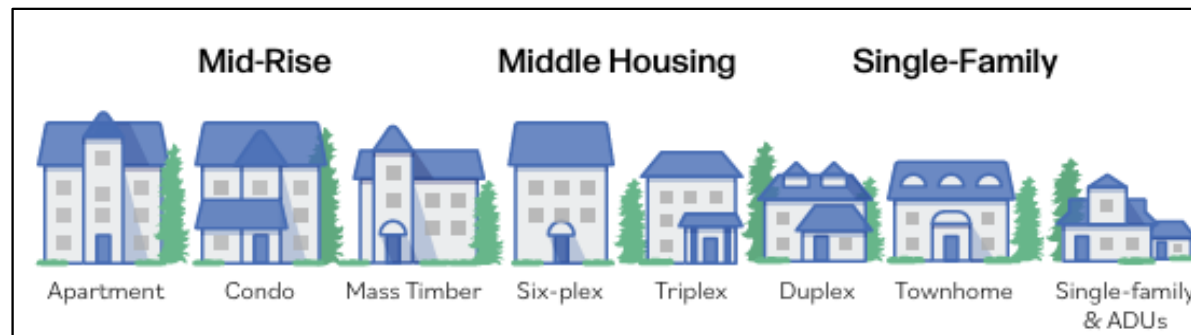
Income Level (% AMI) Housing Needs	Allocated Housing Need	Zone Categories Serving These Needs	Unit Capacity per Zone Category	Pipeline Unit Capacity	Total Unit Capacity	Capacity (Proportionally Allocated)	Capacity Surplus or Deficit
0-30% Non-PSH*	97	High Density	87	0	87	27	-70
0-30% PSH**	61	High Density		0		17	-44
>30-50%	152	High Density		0		43	-109
>50-80%	107	Moderate Density	500	0	983	451	344
>80-100%	59	Moderate Density		157		249	190
>100-120%	67	Moderate Density		326		283	216
>120%	222	Low Density	399	215	614	614	392
Total	765		986	698	1,684		919

Updated/Proposed Capacity

Income Level (% AMI) and Special Housing Needs	Total New Capacity (with Pipeline)	Capacity Allocated Evenly	Capacity Surplus or Deficit
0-30% Non-PSH	376	117	20
0-30% PSH		75	14
>30-50%		184	32
>50-80%	940	432	325
>80-100%		235	176
>100-120%		273	206
>120%	614	614	392
Total	1,929		1,165

Meeting the Housing Allocation

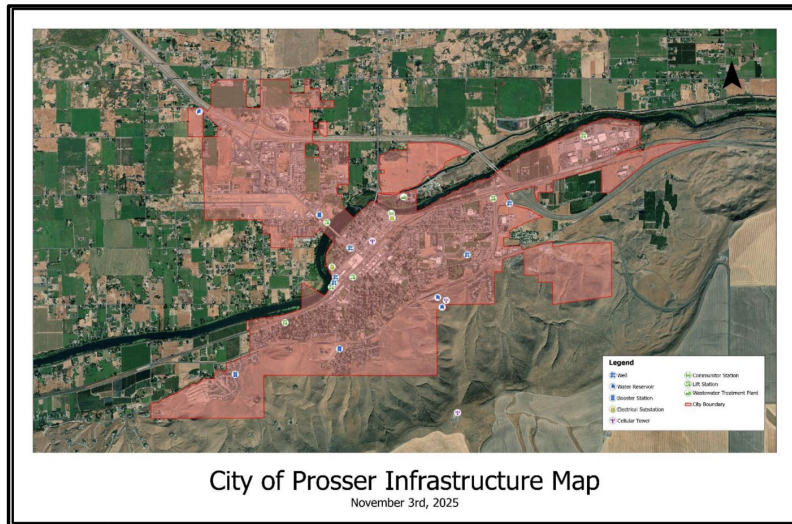
- In 2021, House Bill 1220 was passed to require local governments to “**plan for and accommodate**” housing affordable to all income levels.
- Based on Prosser’s zoning, the current capacity for housing **does not meet** the allocated number of units needed for **those making 0-50% of Prosser’s median income**.
- Through a creation of a new “**Middle Housing**” zone and other zoning updates outlined in the Housing Element, **Prosser can accommodate future housing need that is affordable to all income levels**.



Capital Facilities & Utilities

Irrigation Water	
Water availability	36 inches per acre per year delivered via a pressurized system
Potable Water	
Water availability	353 gallons per Equivalent Residential Unit (ERU) as contained in Prosser's current WSP
Sanitary Sewer	
Maximum Month Flow	176 gallons per capita day
Peak Hydraulic or Peak Instantaneous Flow	228 gallons per capita day
Storm Water Management	
Storm System Design	Greater of 25 year, 24 hour or 25 year 3-hour duration SCS Type 1A Storm

- The Utilities and Capital Facilities elements were updated to meet GMA requirements and reflect the Land Use changes made during the update process.
- The **Utilities Element** focuses on the general location and capacity of existing and future utility systems to provide essential urban services such as:
 - Electricity
 - Water
 - Sewer Services
- The **Capital Facilities Element** addresses publicly owned facilities and infrastructure that the City or other public entities finance and maintain. It includes:
 - An inventory of existing facilities
 - A forecast of future needs
 - Adopted Level-of-Service (LOS) standards
 - A six-year financing plan known as a Capital Improvement Plan (CIP).



— Next Steps

- Implement comments from this meeting into the drafts.
- Finalize full design layout of the Comprehensive Plan.
- Return to City Council with updated drafts.
- Send Plan to the WA Department of Commerce for 60-day review.

— Discussion Items

- Is the Housing Capacity section in the Housing Element presented clearly? How about the Middle Housing section?
- Are there any goals and policies in the Capital Facilities & Utility Elements that could be reworded, removed, or combined?
- Are there any policies that could be added to strengthen the plan overall?



City of Prosser 2026 Comprehensive Plan **Housing Element**

FINAL WORKING DRAFT

Introduction

Prosser's population is expected to surpass 8,200 people by 2046. The City's policies must accommodate anticipated growth and plan for the community's housing needs. Goals and policies of this element are designed to protect and enhance existing neighborhoods, plan for and create new residential neighborhoods, and provide safe, high-quality, and affordable housing for residents across the economic spectrum.

Regional and local housing trends can be characterized by the opportunities and constraints influenced by a semi-rural setting in proximity to more urbanized areas. While the Prosser region's growth remains a relatively low population compared to the rapidly growing Tri-Cities metro area, regional growth pressures are beginning to impact housing demand and affordability. The city has historically offered a mix of single-family homes, manufactured housing, and limited multi-family development. Despite the mix of housing stock, projected population increases and shifting demographics have created a need for greater housing diversity. Affordability, likewise, is becoming more unattainable. As the price of housing increases across the region, Prosser faces both challenges and opportunities for accommodating new residents. The regional context underscores the importance of planning for balanced housing growth that meets the needs of existing and future populations.

Community Vision

A community vision is foundational for decision-making, as the community is best positioned to express its need and desire for future growth. Community input during the Comprehensive Plan Update succeeded in bringing numerous voices into the process. This was accomplished through stakeholder interviews, a Migrant Education Program (MEP) resource fair, a community open house, meetings with City leadership, and engagement at Prosser's Harvest Festival and Farmers Market event. Community feedback helped shape, articulate, and test the recommendations presented in the Plan. This input also clarified and refined a vision for city growth to better conceptualize a future that the Prosser community desires.

Through these community engagements, several housing-related themes have emerged. The Prosser Community envisions itself as a place where:

- Growth is balanced while preserving neighborhood character.
- Diverse housing options meet the needs of all residents across income levels and stages of life.
- Mixed-use and middle housing developments are supported in strategic locations.
- Current housing shortages are addressed by promoting affordable housing, particularly for lower- and moderate-income households.
- Underutilized downtown areas are revitalized to create dynamic neighborhoods with accessible services and amenities.

Integration of Benton County's Countywide Planning Policies

Prosser's vision and direction for housing is consistent with Benton County's Countywide Planning Policies (CWPPs) Policy #15, which states that "[t]he County and cities shall work together to provide housing for all economic segments of the population". This includes the following:

- Jurisdictions shall create conditions necessary for the construction of affordable housing at appropriate densities within cities and the County.

- Actions to accomplish this include:
 - Jointly quantify and project total countywide housing needs by income level and housing type (e.g., rental, ownership, senior housing, farm worker housing, group housing).
 - Establish a mechanism to ensure that housing efforts and programs of each jurisdiction address the projected countywide need.
 - Address the affordable housing needs of very low-, low-, and moderate-income households, as well as individuals with special needs, through the Comprehensive Housing Affordability Strategy (CHAS).
 - Develop design standards for implementation within the Comprehensive Plan, with special attention to the residential needs of low- to moderate-income families.

Housing Alignment with the Growth Management Act

Planning for Housing Needs

In 2021, the Washington Legislature passed House Bill 1220 which amended the Growth Management Act (GMA) to require local governments to “plan for and accommodate” housing affordable to all income levels. This new legislation is meant to encourage more affordable housing development. The previous goal to encourage affordable housing was significantly strengthened by prioritizing equity. New changes include:

- Planning for sufficient land capacity for housing needs.
- Providing moderate density housing options within Urban Growth Areas (UGAs).
- Making adequate housing provisions for existing and projected needs for all economic segments of the community.
- Identifying racially disparate impacts, displacement, and exclusion in housing policies and regulations, and beginning to undo those impacts
- Identifying areas at higher risk of displacement and establishing anti-displacement policies.

Existing Conditions

Based on 2024 American Community Survey (ACS) 5-Year Estimates, there are approximately 2,437 housing units in Prosser, 204 of which are vacant. 46 percent of units are renter-occupied, with median gross rent of \$944. The most common housing value is around \$300,000 to \$499,999, comprising 50 percent of total owner-occupied residential properties in Prosser.

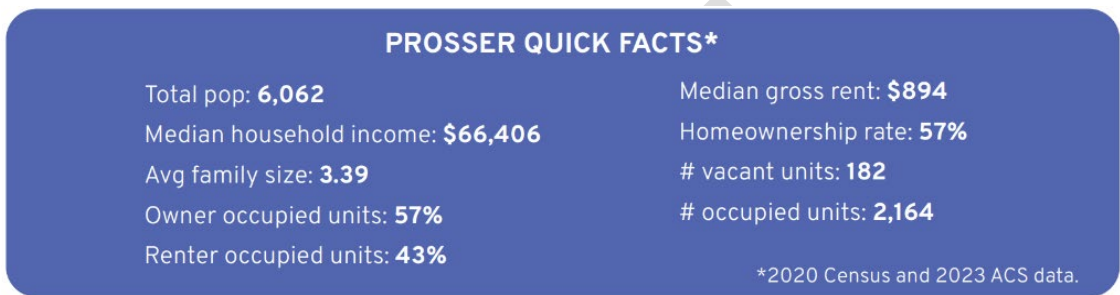


Figure X.X. – Prosser Quick Facts

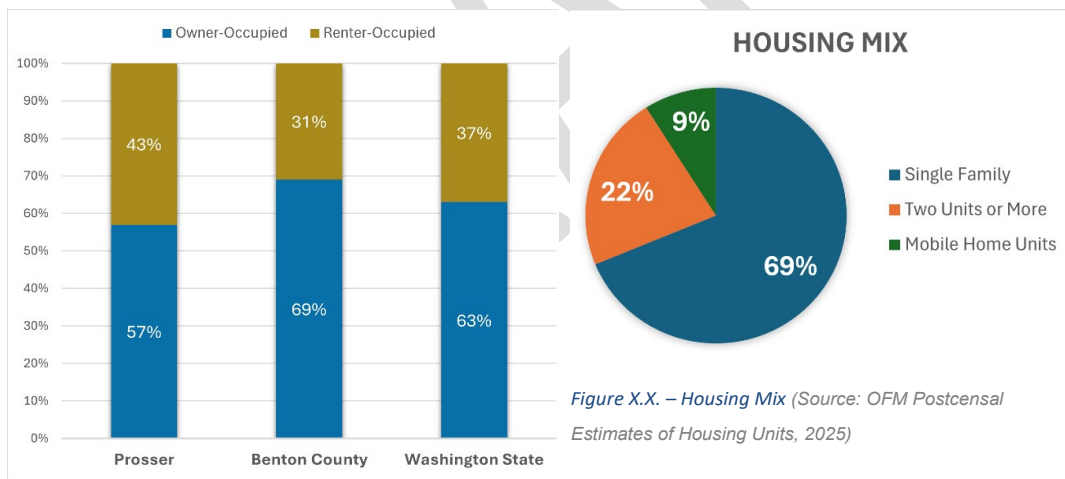


Figure X.X. – Housing Mix (Source: OFM Postcensal Estimates of Housing Units, 2025)

Figure X.X. – Households by Tenure (Source: US Census Bureau. ACS 2020 5-Year Estimates)

Future Land Use Designations from the City's 2018 Comprehensive Plan include:

Housing allowed in Residential zones:

- Residential, High Density (RH)
- Residential, Medium Density (RM)
- Residential, Low Density (RL)
- Residential Manufactured Homes (RMS)
- Manufactured Parks (RMP)
- Steep Slope (SSR)
- Urban Residential (UR)

Zones that conditionally allow for certain types of housing:

- Commercial, Neighborhood (CN)
- Commercial, Downtown (CD)
- Commercial, General (CG)
- Commercial, Thoroughfare (CT)
- Commercial, Professional (CP)

Future Housing Needs

Benton County projected and allocated future housing needs in accordance with the GMA and Washington Department of Commerce (Commerce) guidance by using the state's Housing for All Planning Tool (HAPT) to translate the county's medium population projection into housing unit needs by income band over the 2020–2046 planning period. This process produced detailed estimates of the number of housing units needed for households across all income levels, including permanent supportive and emergency housing. The projected needs were then distributed to each constituent jurisdiction based on historic housing trends and agreed-upon allocation shares. The resulting allocations provide a clear target for local comprehensive plans to address housing affordability and capacity consistent with countywide growth targets. Table x.x reflects the projected housing needs for Benton County in this time frame, with Prosser's allocated housing needs highlighted in red.

Table x.x: Benton County Allocation of Housing Needs to Jurisdictions, 2020-2046

Jurisdiction	Total Units Allocated	Permanent Housing Needs by Affordability Level (% of AMI)							Emergency Housing Allocation
		0-30% Non-PSH	0-30% PSH	>30-50%	>50-80%	>80-100%	>100-120%	>120%	
Benton City	765	97	61	152	107	59	67	222	3
Kennewick	12,626	1,597	1,007	2,513	1,772	974	1,104	3,659	57
Prosser	765	97	61	152	107	59	67	222	5
Richland	14,155	1,789	1,130	2,817	1,988	1,092	1,237	4,102	52
West Richland	4,975	629	397	990	698	384	435	1,442	19
Unincorporated UGA (all)	0	0	0	0	0	0	0	0	0
Unincorporated Rural	4,974	0	0	0	0	384	435	4,155	0
Total	38,260	4,209	2,656	6,624	4,672	2,952	3,345	13,802	136

PSH = Permanent Supportive Housing
Source: BERK, 2025 based on Commerce HAPT.

Prosser is allocated **765 of housing units by 2046. Five (5) units of Temporary Emergency Housing** are considered separately from this total. In order to assess the current land capacity for meeting future housing needs, a Land Capacity Analysis (LCA) was conducted. The LCA is a required component of the Comprehensive Plan Periodic Update and evaluates whether sufficient land is available within the city to accommodate projected housing growth under the GMA. Following Commerce guidance, the analysis classified all residential parcels within city limits by development status—vacant, partially developed, underutilized—and calculated their potential residential capacity using realistic density assumptions, market factors, and reductions for rights-of-way and critical areas.

By comparing Prosser's housing allocations by income level to its land capacity across zoning categories, the LCA identifies where capacity surpluses and deficits exist, particularly highlighting shortages in high-density zones that serve lower-income

households. These findings inform zoning updates, policy adjustments, and Future Land Use Map (FLUM) changes to ensure Prosser can accommodate its share of countywide housing need over the next 20 years.

Table X.X Prosser Housing Need and Capacity for Housing Units

Income Level (% AMI) Housing Needs	Allocated Housing Need	Zone Categories Serving These Needs	Unit Capacity per Zone Category	Pipeline Unit Capacity	Total Unit Capacity	Capacity (Proportionally Allocated)	Capacity Surplus or Deficit
0-30% Non-PSH*	97	High Density	87	0	87	27	-70
0-30% PSH**	61	High Density		0		17	-44
>30-50%	152	High Density		0		43	-109
>50-80%	107	Moderate Density	500	0	983	451	344
>80-100%	59	Moderate Density		157		249	190
>100-120%	67	Moderate Density		326		283	216
>120%	222	Low Density	399	215	614	614	392
Total	765		986	698	1,684		919

*Non-PSH = Non-Permanent Supportive Housing (transitional or short-to-medium term, often lacks on-site services)

**PSH = Permanent Supportive Housing (long-term affordable housing assistance and voluntary supportive services)

Table x.x compares Prosser's allocated housing needs by income level with the city's estimated residential land capacity. Each zone category is grouped by their typical development patterns and the income levels they are likely to serve. "High Density" zones (RH, UR) are expected to provide housing for lower-income households (0–50% AMI and permanent supportive housing), "Moderate Density" zones (RM, RMS, RMP) generally serve middle-income households (roughly 50–120% AMI), and Low Density zones (RL, SSR) are assumed to accommodate higher-income households (>120% AMI). These assumptions are based on the local context and aren't meant to be prescriptive.

The 'Total Unit Capacity' column represents the total number of future housing units Prosser's land can support within each zone category after applying density assumptions and reductions for market factors, critical areas, and rights-of-way. To compare this capacity to housing need across income bands, the total capacity for each zone category was evenly distributed across the relevant income levels that the category serves. The total capacity in High Density zones (87 units) was divided proportionally among the three (3) lower income bands (0–30% Non-PSH, 0–30% PSH, and 30–50% AMI). This even split is a simplifying assumption used to align capacity with income-based housing needs for analysis purposes, rather than a reflection of actual planned unit mix.

The 'Capacity Surplus or Deficit' column then shows whether each income band has enough land capacity to meet its allocated housing need. High Density zones fall significantly short for lower-income households (0-30% Non-PSH, 0-30% PSH, and >30-50%), while Moderate and Low-Density zones have surpluses for middle- and upper-income households.

Meeting Housing Needs

To address the deficit in High Density housing capacity identified in the LCA, Prosser could update its zoning and municipal code to better align land supply with projected needs for lower-income households. The strategy included:

- The creation of a new "Middle Housing" zone, strategically positioned between the existing Residential Medium (RM) and Residential High (RH) zones in terms of allowable dwelling unit density. Portions of RM-zoned land would be rezoned to this new zoning designation, which helped expand the amount of land available for higher-density and more affordable housing types such as triplexes, fourplexes, and small multifamily buildings. This rezoning reduced the previous surplus in Moderate Density capacity.
- The increase of maximum allowable dwelling unit densities in RM and RH zones

to offset this loss, preserving overall capacity while shifting more of it toward zones that serve lower-income households. Together, these zoning updates closed the deficit in High Density capacity and created a more balanced distribution of housing across income levels.

- Allowing “lower density” Middle Housing types in Residential Medium (RM) zone to provide even more variety of housing. The focus is primarily on infill development or redevelopment of existing housing. The existing single-family housing is not prohibited.

Table x.x. summarizes the available housing capacity if the above-listed housing strategies are implemented.

Table X.X. – Housing Capacity with Updated Middle Housing Zoning

Income Level (% AMI) and Special Housing Needs	Aggregated Housing Need	Total New Capacity (with Pipeline)	Capacity Allocated Evenly	Capacity Surplus or Deficit
0-30% Non-PSH	97	376	117	20
0-30% PSH	61		75	14
>30-50%	152		184	32
>50-80%	107	940	432	325
>80-100%	59		235	176
>100-120%	67		273	206
>120%	222	614	614	392
Total	765	1,929		1,165

Subsidized Housing

According to Commerce’s Housing Guidance Document (2026), “it is unlikely that subsidies in many communities would serve single-family homes, moderate density housing such as duplexes and townhomes, or ADUs at a scale that would have a

significant impact on a jurisdiction's housing needs".¹

Instead, larger apartment complexes are more likely to qualify for housing subsidies. These housing types are feasible in the 0-50% AMI levels, also referred to as the High-Density Zoning Category as seen in Table X.X: "Prosser Housing Need and Capacity for Housing Units". 310 housing units are allocated under this zoning category (with around half of these units falling under PSH or Non-PSH).

Emergency Housing Regulations & Meeting Allocation

In addition to meeting permanent housing needs, there are required steps to accommodate the necessary Temporary Emergency Housing needs, which are counted in beds and not dwelling units. According to 2023 "Guidance for Updating Your Housing Element" by Commerce, hotels are allowed to be considered as part of addressing temporary emergency housing requirement. House Bill 1220 (HB1220) updates to the emergency housing requirements, as codified in RCW 35A.21.430 and RCW 35.21.683, state that "a city may not prohibit indoor emergency housing (which includes traditional shelter arrangements) in any zones in which hotels are allowed, except in such cities that have adopted an ordinance authorizing emergency housing in a majority of zones within a one-mile proximity to transit."

While it is mandatory that cities make changes to zoning regulations to comply with this requirement, they may adopt reasonable occupancy, spacing, and intensity of use requirements by ordinance on indoor emergency housing and indoor emergency shelters to protect public health and safety. However, showing land capacity for emergency housing is still required as part of the LCA. Based on the capacity surplus in housing supply for the low-income levels, there is sufficient capacity for the allocated five (5) temporary emergency housing units in Prosser.

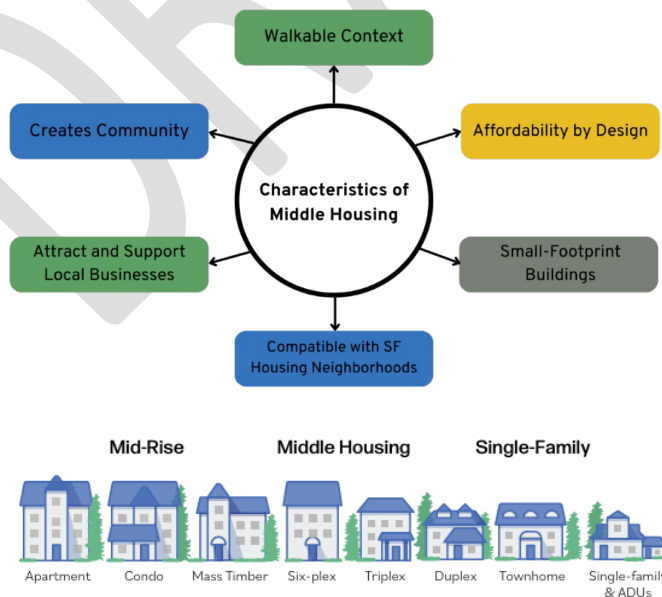
¹ Washington State Department of Commerce, "Guidance for Updating your Housing Element (Book 2)", page 43.

Middle Housing Typology

Middle Housing is a key strategy to expand affordable housing options by bridging the gap between single-family neighborhoods and high-density multifamily areas, offering a wider variety of housing types at moderate to higher densities. By creating a new zoning designation specifically for middle housing types, the City was able to increase overall residential capacity in areas already served by infrastructure, while maintaining neighborhood scale and character. This approach provides more attainable housing choices for moderate- and lower-income households who may be priced out of single-family homes but do not necessarily need or desire large multi-family developments.

Washington State requires certain cities to allow and plan for middle housing. While Prosser is not subject to this specific mandate, middle housing types are widely recognized as an effective way to meet the housing needs of lower- and moderate-income households.

What is “Middle Housing?” Middle Housing types have a "house-scale" width, depth, and height, enabling them to blend into detached housing neighborhoods without creating out-of-scale, bulky buildings.



Types of Middle Housing:

<u>Duplex</u>	<u>Triplex</u>	<u>Multiplex</u>
 <i>Description:</i> A residential building with two separate dwelling units, either side-by-side or stacked. <i>Form:</i> Similar in scale to larger single-family homes, allowing for a compatible neighborhood fit while increasing housing options.	 <i>Description:</i> A residential building that contains three separate dwelling units, arranged side-by-side, stacked vertically, or in a combination of both. <i>Form:</i> Slightly larger than a duplex but still compatible in scale with residential neighborhoods, offering a moderate increase in density while maintaining a house-like appearance.	 <i>Description:</i> A residential building that contains four or more separate dwelling units, typically in a single structure, but smaller in scale than traditional apartment buildings. <i>Form:</i> Often designed to resemble large houses or courtyard-style buildings, fitting into neighborhood contexts while providing a higher level of density and a variety of unit sizes.

<u>Townhouse</u>	<u>Courtyard Building</u>	<u>Cottage Court</u>
 <i>Description:</i> A series of attached single-family dwelling units, each with its own separate entrance, typically arranged in a row and divided by common walls. <i>Form:</i> Narrow, multi-story structures that create a continuous street frontage, offering higher density than detached homes while maintaining a small-scaled, residential character.	 <i>Description:</i> A residential development that includes multiple dwelling units organized around a shared central courtyard, which serves as a common open space for residents. <i>Form:</i> Typically low- to medium-rise buildings that enclose or partially enclose the courtyard, creating a community-oriented layout that fits well within residential neighborhoods while achieving moderate to higher densities.	 <i>Description:</i> A cluster of small, detached housing units arranged around a shared central open space or courtyard, typically on a single lot or subdivided lots. <i>Form:</i> One to one-and-a-half stories in height, with compact footprints and pedestrian-oriented layouts, providing moderate density while preserving a neighborhood-scale character.

Housing Barriers

The future growth of Prosser's housing market will be impacted by various barriers to development and stability. These barriers can often be found in cities across the U.S. through national trends, but their severity varies. While determining goals, policies, and

programs to help guide residential planning, a variety of economic, geographic, regulatory, and social barriers must be identified.

The following are potential barriers that need to be addressed and accounted for throughout Prosser's planning decisions and planning documents:

- Inflation and other national economic pressures which increase the cost of housing development.
- Limited housing supply that could increase housing and rental prices above affordable levels for local residents and workers.
- Lack of city funding or resources to support affordable housing stock and retention of long-term affordability.
- Natural geographical features like Horse Heaven Hill and critical areas that limit further expansion of residential lands.
- Climate and environmental risks such as wildfires that can put current and future residential development in danger.
- Zoning and development regulations that limit the typology of housing allowed in certain areas.
- Community opposition to new housing developments that do not conform with neighborhood characteristics (regulatory design standards may not address these concerns).

Displacement

The community must address racially disparate impacts, exclusion, and displacement risks in housing. Utilizing Commerce's Displacement Risk Map, certain areas are at high risk of displacement, while others are at low risk. These findings highlight the necessity for targeted interventions in high-risk areas to prevent displacement and ensure equitable access to housing for all residents.

Table xx: WA Department of Commerce displacement Risk Map Data

Prosser City Tracts ²	Demographic Change Score	Market Price Score	Final Displacement Risk
53005011701	Disinvestment	Stable	Low
53005011702	Gentrification	Stable	High

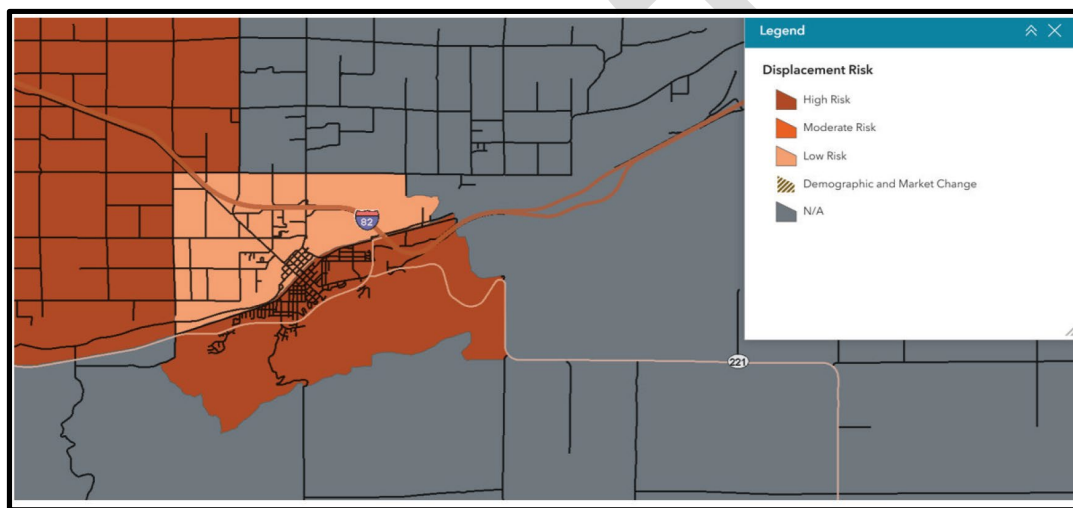


Figure xx: Washington Department of Commerce Displacement Risk Map – Prosser area

Housing Affordability: Existing Conditions & Needs

- In 2024, 48% of Prosser renters were surveyed to be ‘cost burdened’ for their housing according to the American Community Survey (ACS).
- From 2017 to 2021, 31.3% of Prosser residents (for both owners and renters) fell into that same group. Residents are considered ‘cost burdened’ if their housing cost is greater than 30% of their household income. “For renters, housing cost is gross rent (contract rent plus utilities). For owners, housing cost is ‘select

² Data comes from Commerce’s 2023 statewide map of displacement risk at the census tract level.

<https://www.commerce.wa.gov/draft-displacement-risk-map-public-comment-through-september-29/>

monthly owner costs', which includes mortgage payment, utilities, association fees, insurance, and real estate taxes"³.

- The number of Prosser residents considered housing cost burdened has increased by nearly 5% from 2010 to 2021.
- The same survey in 2021 found that the percentage of Prosser's cost-burdened households exceeds the level at the County level (24%).

Housing affordability has generally decreased across the country, with some states impacted harder than others.

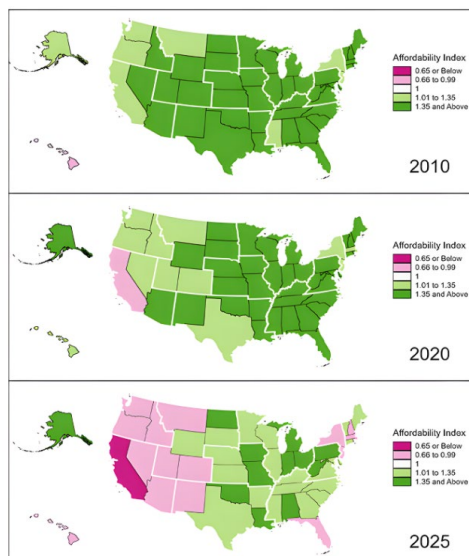


Figure X.X – National Homebuyer Affordability by State
Source: HUD Homebuyer Affordability Index

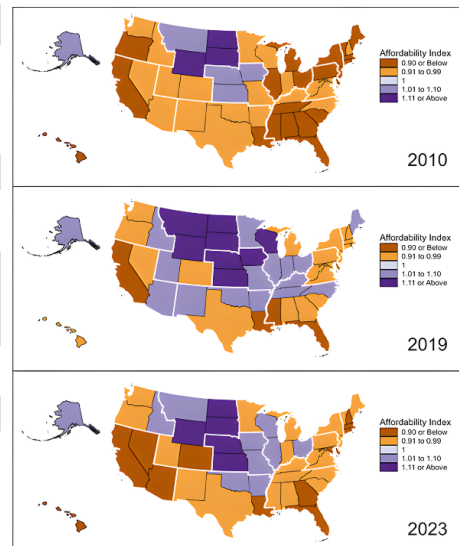


Figure X.X – National Rental Affordability by State
Source: HUD's Economic and Market Analysis Division (EMAD) Gross Rent Affordability Index

Homeownership is unaffordable in 17 states across the U.S., according to 2025 HUD data that analyzes the median income in an area compared to the income needed to afford the median-priced home. Rental affordability was found to be even less nationally, with 34 states determined to be unaffordable as of 2023. Housing goals and

³ HUD Office of Policy Development and Research. CHAS (Comprehensive Housing Affordability Strategy) data.

policies can be used to help address these needs, as well as the following suggested programs and provisions the City of Prosser can explore.

The following are recommended affordability programs and action items:

Program/Action Item Name:	Description:	Reference/More Info:
Housing Fee Incentive Program	Research and implement a Housing Fee Incentive Program. This reduces or eliminates certain fees for housing development when certain affordability benchmarks are met.	The Washington State Legislature details requirements for affordable housing incentive programs under RCW 36.70A.540.
Grant writing for county, State, and federal funding sources.	Washington State funding sources include the Washington State Housing Trust Fund and the HOME Program.	For more information on these programs as well as other funding sources for affordable housing, see "Housing Action Plan - Appendix 6: Glossary of Terms and Funding Sources."
Record of publicly owned land.	Maintain a record of publicly owned land to identify surplus land in compatible areas for housing development. Utilize incentive programs and available housing grants with a preference and priority for extremely low-, very low-, and low-income housing development.	Guidance on identifying surplus public property for affordable housing has been summarized by the Municipal Research and Services Center of Washington (MRSC) which details Washington State Code. ⁴

⁴ Butler, Steve. "Using Surplus Public Property to Create New Affordable Housing." MRSC. Accessed January 26, 2026. <https://mrsc.org/stay-informed/mrsc-insight/january-2024/affordable-housing-from-surplus-property>.

Housing Types Catalog	Create and implement a 'catalog' of pre-approved designs for various housing types that the city would like to see more of in Prosser. Pre-approved building plan programs can help streamline the development process for affordable housing types while reducing costs for developers.	This recommended action was informed by the results of the stakeholder engagement interviews and through research of best practices from other jurisdictions in Washington.
Housing Market Trends	Conduct a review of Prosser's housing market trends every five (5) years to determine the effectiveness of city programs designed to increase housing affordability for all economic segments.	To determine market trends for review, reference the Housing Market chapter from Prosser's 2023 Housing Needs Assessment.

Housing Goals & Policies

Goal H-1: Ensure that there is an adequate supply of affordable housing for all segments of the population.

Policy H-1.1. Explore all available federal, state, and local programs, including private options, for financing affordable and special needs housing.

Policy H-1.2. Allocate land for residential development reasonably scaled to reflect projected demand.

Policy H-1.3. Evaluate the effect of impact fees on the affordability of housing before establishing such impact fees.

Policy H-1.4. Allow for a variety of housing types to facilitate home ownership.

Policy H-1.5. Encourage residential uses that support increased densities, while maintaining the single-family character of existing neighborhoods, such as duplexes, multi-generational housing, and cottage housing.

Policy H-1.6. Improve regulation of Accessory Dwelling Units (ADUs) and promote these housing types in lower density areas.

Policy H-1.7. Allow permanent supportive housing (PSH) or transitional housing in zones that allow residential units or hotels.

Policy H-1.8. Adopt an affordable housing incentive program in compliance with Washington State's RCW 36.70A.540.

Goal H-2: Promote reinvestment in existing neighborhoods while identifying and removing barriers that result in racially disparate impacts, displacement, and exclusion in housing.

Policy H-2.1. Promote infrastructure investments to achieve neighborhood improvement through City-initiated neighborhood enhancement activities.

Policy H-2.2. Promote the maintenance, repair, and rehabilitation of existing housing stock and surrounding infrastructure, such as sidewalks. Pursue financial incentives and funding for housing improvement programs, especially for lower-income households.

Policy H-2.3. Conduct a review of zoning codes, development regulations, and permitting procedures to identify and remove regulatory barriers that disproportionately affect marginalized communities, lower-income households, and other historically excluded groups.

Policy H-2.4. Ensure equitable infrastructure investments across all neighborhoods with attention to areas that have experienced disinvestment or exclusion.

Goal H-3: Ensure that housing is compatible in quality, design, and intensity with surrounding land uses, traffic patterns, public facilities, and environmentally sensitive features.

Policy H-3.1. Identify, reinforce, and protect the character of existing residential neighborhoods.

Policy H-3.2. Locate High Density Residential within a reasonable distance of schools, employment centers, and transportation systems, and provide urban

services, including water, sewer, utilities, drainage, emergency services, and garbage disposal deemed necessary to high-density residential development.

Policy H-3.3. Require multi-family development to have direct access to adequate streets.

Policy H-3.4. Encourage active transportation in residential areas through the development of pathways, sidewalks, and high-quality onsite amenities, such as secure bicycle parking.

Policy H-3.5. Use flexible design standards in multi-family development to mitigate impacts on less intense adjoining land uses.

Policy H-3.6. Require residential developers to provide adequate buffering from adjoining agricultural or industrial uses, while minimizing adverse environmental impacts.

Goal H-4: Encourage a variety of residential densities located in areas that maximize connectivity to jobs, goods and services, public transit, and recreation.

Policy H-4.1. Encourage housing opportunities for people with special housing needs. These homes are best located in residential areas that are near supportive community services, and recreational and commercial facilities.

Policy H-4.2. Enhance the appearance of and maintain public spaces in residential areas.

Policy H-4.3. Provide incentives and employee strategies that protect critical areas from residential development.

Policy H-4.4. Apply zoning in and around economic corridors that blend housing and commercial development.

Policy H-4.5. Implement a new Middle Housing (MH) Zone that will allow for varying housing types within the same zone, including existing Single-Family housing, with new development or redevelopment limited to multi-family 'middle housing' types.

Policy H-4.6. Promote moderate density housing in Residential Medium (RM) zone to provide more affordable housing options.

Policy H-4.7. Zone and plan for the development of the full spectrum of housing types, including permanent supportive housing (PSH), group homes, emergency shelters, transitional housing, manufactured housing, and senior care facilities.

Policy H-4.8. Allow emergency and supportive housing (STEP) in specified zones where feasible.

Goal H-5: Establish density levels and ability to up-zone in areas that provide adequate connectivity and services to accommodate the increase in density.

Policy H-5.1. Establish the following density levels;

Zone	Maximum Density	Dwelling Units (du)
Residential Low Density	4.5 units per acre	Single Family
Residential Medium Density	9 units per acre	Single Family Duplex Tri-plex 4-Plex
Middle Housing	20 units per acre	Tri-plex 4-Plex Townhomes Cottage Courts
Residential High Density	25 units per acre	Multi-family Condos Townhomes
Residential Manufactured Home Subdivision	8 units per acre	Manufactured Single Family
Residential Manufactured Home Park (Mobile Home Park)	7 units per acre	Manufactured

Policy H-5.2. Ensure compatibility with existing neighborhoods through the use of setbacks and landscaping buffers.

Goal 6. Mitigate displacement risks, preserve cultural and historic communities, and support housing development where the market may not deliver affordability.

Policy H-6.1. Identify neighborhoods at higher risk of displacement due to rising property values, new development, or zoning changes.

Policy H-6.2. Adopt anti-displacement measures, such as property tax relief for

lower-income homeowners, as well as tenant protections (e.g., notice requirements, anti-retaliation ordinances).

Policy H-6.3. Support preservation and adaptive reuse of historically and culturally significant housing and neighborhoods.

Policy H-6.4. Evaluate surplus public land and underutilized properties for use in affordable housing development, land trusts, or cooperative housing.

Goal H-7: Expand affordable housing options in the Urban Growth Area (UGA), as to limit sprawl outside of the growth boundary.

Policy H-7.1. Encourage moderate-density housing options such as duplexes, triplexes, townhomes, and ADUs within the UGA to promote affordability, infill, and efficient land use.

Policy H-7.2. Allow co-living housing on any lot located within a UGA that allows at least six (6) multifamily residential units, among other standards for co-living siting and regulation.



City of Prosser 2026 Comprehensive Plan Land Use Element

FINAL WORKING DRAFT

Introduction

The purpose of the Land Use Element is to support Prosser's 20-year growth policy through the Comprehensive Plan Land Use Element. As required by Washington's Growth Management Act (GMA), the Land Use Element establishes the framework for guiding future growth and development within the city. Central to this effort is preparation of the City's Future Land Use Map (FLUM), a policy tool outlining the general location and intensity of various land uses. These include designations for residential, commercial, and industrial areas. The FLUM also serves as the basis for the City's zoning map which regulates land use at the parcel level. Accordingly, any proposed zoning changes must be consistent with the FLUM, and any changes to the City's FLUM will require zoning amendments.

This analysis provides a comprehensive review of existing land use patterns and the relationship between land use and community vision. The analysis considers community feedback to ensure that land use decisions reflect local priorities. It also aligns Prosser's land use planning with the GMA, focusing on accommodating projected population and employment growth while preserving agricultural and natural resource lands. It incorporates findings from the Land Capacity Analysis (LCA) to evaluate the city's ability to support future development within the existing urban growth area.¹

Special emphasis is placed on managing growth in a way that promotes efficient land use, supports housing and economic development goals, aligns with climate resiliency policies, and preserves open space and rural areas. These insights inform updates to the Future Land Use Map (FLUM) and help guide policies for other elements of a comprehensive plan.

Community feedback also indicates desire for mixed-use development, especially

¹ See Prosser's Residential Land Capacity Analysis (2025)

around downtown, with a desire to balance housing and retail in areas where infrastructure is already present. These insights serve to update the FLUM. They also help guide changes to zoning, prioritize infrastructure investments, and support policies for future growth which are cohesive and resilient.

Integration of Benton County's Countywide Planning Policies

Prosser's land use vision is consistent with Benton County's Countywide Planning Policies (CWPPs). The purpose of the CWPPs is to ensure that "regional planning efforts and governmental actions are consistent with current legal requirements and information".² These policies are agreed upon between the county and its constituent jurisdictions for addressing region-wide goals and concerns.

Prosser's land use vision aligns with CWPPs by promoting interjurisdictional coordination, orderly growth, protection of natural resources, climate resiliency, economic opportunities, and the efficient use of infrastructure and services. The City's vision supports concentrating urban development within areas served by adequate public facilities, consistent with the CWPP goals of reducing sprawl and protecting agricultural lands. Prosser's land use direction is meant to promote a range of housing options and affordability, consistent with CWPP policies to address housing for all income levels and encourage middle housing types. Overall, Prosser's land use planning remains consistent with regional priorities.

Future Population Growth

The GMA requires that cities adopt 20-year population projections and make plans on how to accommodate these new residents. Benton County uses population estimates from the Office of Financial Management (OFM) and then allocates a portion of the expected growth to individual jurisdictions³. Under this model, Benton County projects Prosser will add 2,230 new residents over 20 years and have a total population of 8,292

² Benton County Countywide Planning Policies, p. 2

³ ofm.wa.gov

people in 2046.

Table 1: Projected Population Growth 2020 – 2046 by Jurisdiction

Jurisdiction		2020 Population	2046 Population	Population Growth (2020-2046)
Benton City	City	3,479	4,985	1,506
	UGA	646	646	0
Kennewick	City	83,921	108,989	25,068
	UGA	3,149	3,149	0
Prosser	City	6,062	8,292	2,230
	UGA	584	584	0
Richland	City	60,560	82,448	21,888
	UGA	1,227	1,227	0
West Richland	City	16,295	26,387	10,092
	UGA	29	29	0
Unincorporated Rural		30,920	41,719	10,799
Total		206,873	278,456	71,583

Source: BERK, 2025 based on Commerce HAPT.

Future population growth informs all elements of Prosser’s Comprehensive Plan by guiding housing needs, land needs, and development patterns. Population projections shape policies for a range of housing types, compact growth, and mixed-use development, while also informing transportation, capital facilities, utilities, and public services planning to ensure concurrency, fiscal sustainability, and alignment with the community’s long-term vision.

Existing Conditions

In order to fully plan for Prosser’s future, it is important to first understand the existing conditions. An analysis of these conditions for each land use type has been conducted to serve as baseline information and to summarize community characteristics that

inform the City policies outlined in this chapter.

Prosser's land use is shaped by its historic downtown core, the Yakima River running through the city's center, the Horse Heaven Hills to the south, and major transportation corridors, including Interstate 82 to the north and State Route 22 to the south.

Table 2: Summary of Land Uses and Related Zones

<u>Residential Lands</u>	<u>Commercial Lands</u>
• LU Designation: Residential, Steep Slope Residential • Acres: 1,140 within city limits, 631 in the UGA • Zones: 1. RL – Low Density 2. RM – Medium Density 3. RH – High Density 4. UR – Urban Residential 5. RMHP – Residential Manufactured Home Park 6. RMS – Residential Manufactured Home Subdivision 7. MH – Middle Housing (Proposed) Steep Slope Residential lands are reserved for residential development on or near the hills along the southern border. The designation differs from traditional Residential lands as it restricts the number of dwelling units allowed per acre, in order to preserve the hillsides as natural and cultural assets for residents, as well as protecting critical areas.	• Designation: Commercial • Acres: 229 within city limits, 192 in the UGA • Zones: 1. CT – Commercial Thoroughfare 2. CN – Commercial Neighborhood 3. CG – Commercial General 4. CD – Commercial Downtown 5. CP – Commercial Professional 6. AI – Agri-Innovation

<u>Industrial Lands</u>	<u>Public Lands</u>
• Designation: Industrial • Acres: TBD • Zones: 1. IL - Industrial, Light 2. AG - Agribusiness 3. AT - Agritourism	• Designation: Public Facilities • Acres: TBD • Zones: 1. PF - Public Facilities

Lands Useful for Public Purposes

Lands useful for public purposes in the City of Prosser include areas designated or reserved for civic, educational, recreational, and public service functions that support the community's health, safety, and quality of life. These lands encompass public facilities such as schools, parks and open spaces, municipal buildings, sewage and storm water treatment facilities, utilities, and transportation infrastructure, as well as sites planned for future public use. Under GMA, identifying and planning for these lands ensures that adequate space is available to meet current and future public needs, supports efficient provision of public services, and promotes coordination between land use, capital facilities, and long-range planning goals.

Open Space Corridors & Green Spaces

Open space corridors and green spaces serve as important community assets that preserve natural features, provide recreational opportunities, and enhance environmental quality. These areas include parks, trails, drainage corridors, and undeveloped lands that function as buffers between land uses, protect environmentally sensitive areas, and support pedestrian and bicycle connectivity throughout the city. Consistent with the GMA, the preservation and enhancement of open space corridors and green spaces help maintain community character, improve access to recreation, and integrate natural protection into land use planning.

Future Land Use

What Drives the Future Land Use Policy?

The drivers of growth are complex. Market forces and trends are factors in future growth. Trends in the market present opportunities to set policies which will respond to and encourage the type of growth envisioned. The community's expressed vision should be prioritized when creating policies for growth.

Public Engagement & Community Vision

A community vision is foundational for decision making. The community itself is best positioned to express its need and desire for future growth. This Comprehensive Plan Periodic Update project has brought numerous voices into the process. From stakeholder interviews to participation in the Migrant Education Program (MEP) resource fair, hosting a community workshop, meeting with City leadership, and engagement at Prosser's Harvest Festival and Farmer's Market, the community's feedback has helped articulate and test the recommendations presented in this plan update. This input from the community has clarified and refined a vision for city growth, identifying a future that the Prosser community desires.

Based on the outreach conducted, several vision elements related to land use have emerged. Prosser envisions a future where:

- Land use supports active, walkable neighborhoods, a thriving downtown, and efficient use of existing infrastructure.
- The city prioritizes infill and mixed-use development to revitalize underutilized properties and enhance community connections.
- Growth is directed to areas that preserve natural lands while promoting sustainable development patterns.
- Neighborhoods will offer access to public services that meet the needs of all residents.

Planning for Housing Needs

In 2021, the Washington Legislature passed House Bill 1220 to require local governments to “plan for and accommodate” housing affordable to all income levels. This amendment to the GMA requires cities and counties to plan for more affordable housing development, significantly strengthened the previous goal, which was to simply encourage affordable housing. These new changes include:

- Planning for sufficient land capacity for housing needs.
- Providing moderate density housing options within UGAs.
- Making adequate housing provisions for existing and projected needs for all economic segments of the community.
- Identifying racially disparate impacts, displacement, and exclusion in housing policies and regulations; beginning to undo those impacts; and, identifying areas at higher risk of displacement and establishing anti-displacement policies.

Urban Growth Areas (UGA)

Per RCW 36.70A, cities and counties are required to coordinate to establish Urban Growth Areas to support the future growth of their communities. These are areas beyond a city’s jurisdictional boundaries that have been designated for future growth and eventual annexation into the city. A UGA’s function is to accommodate its 20-year population projection efficiently and effectively. This includes ensuring community growth is supported by urban-level services and infrastructure.

Population growth should occur in urban areas. UGAs should be thought of as boundaries that regulate timing for City services. UGAs require urban governmental services such as transportation, water, sewer, and other infrastructure to be available at the time of annexation or prior to development. The City of Prosser has to consider the capacity of its financial base to provide certain urban densities with adequate services while appropriately supplying land for new growth. Priorities for the extension and provision of utilities and capital improvements will be established based on the Capital Improvement Plan (CIP) and the Capital Facilities Plan (CFP).

Future Land Use Map (FLUM) 2046

The Future Land Use designations from the City's Comprehensive Plan include *Residential, Commercial, Industrial, Public Facilities, and Steep Slope Residential* lands.

To meet the community's vision and need for housing, the FLUM includes minor changes from the 2018 Comprehensive Plan, with most proposed changes affecting zoning and policy. These changes include:

1. *Residential* land use designation will include a "Middle Housing" zone. This zone falls between *Residential Medium* and *Residential High* in terms of allowed dwelling unit density. Its purpose is to allow for more affordable housing options that fit the existing neighborhood character. The proposed change in zoning does not include disallowing single-family housing but allows for a wider range of housing types.
2. *Commercial* land use designation was expanded to provide more opportunities for commercial activity, expand housing capacity, and walkability on the north side of Prosser and around neighborhoods with the proposed Middle Housing zoning change. The current Prosser Municipal Code allows for mixed-use development in General and Downtown Commercial zones.
3. Land Use designations within the unincorporated UGAs have been evaluated to reflect Prosser's vision for those areas more accurately.
4. Climate Resiliency helped inform the update process of the FLUM. Policies that are focused on preserving the hillside and protecting the Yakima River influenced land uses around these natural and cultural landmarks.

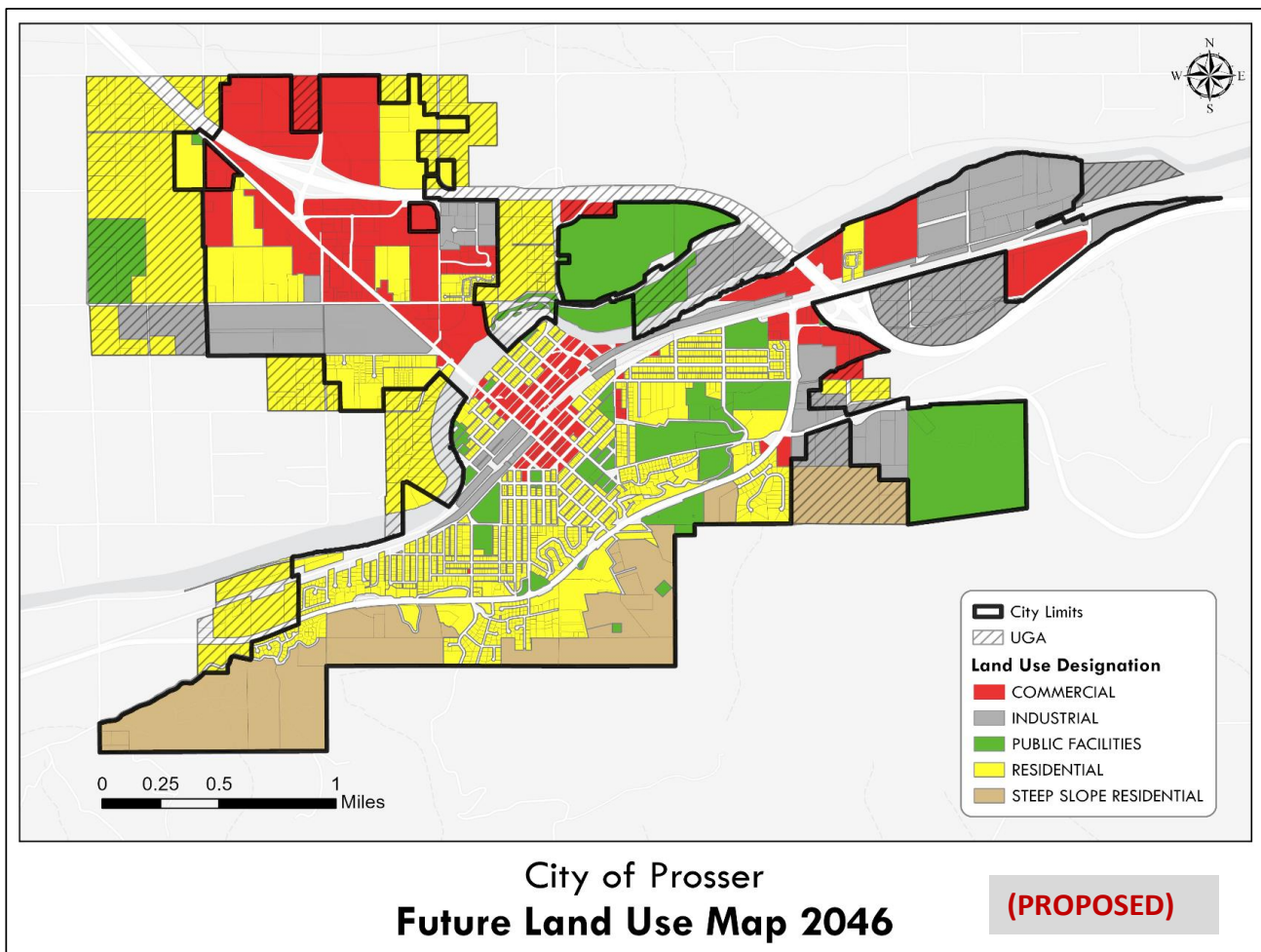


Figure 3 – Proposed Prosser 2046 Future Land Use Map (FLUM)

Population Densities and Building Intensities

To accommodate projected population growth and identified housing needs, the City establishes estimated population densities and building intensities for each future land use designation. These estimates are based on planned land uses, expected housing types, and development patterns supported by existing and proposed zoning.

Table 3 – Building Densities and Intensities

Future Land Use Designation	Typical Building Intensity/Forms	Residential Density (DU/acre)*
Residential	Single-family homes, multi-family, “middle housing”, manufactured dwellings.	4.5–25
Steep Slope Residential	Single-family homes.	1
Commercial	Retail, wholesale, office, motels, hotels, grocery store, etc.	8-10**
Industrial	Manufacturing assembly, food processing, warehousing, distribution uses, etc.	-
Public Lands	Government facilities, capital facilities.	-

*According to 2023 ACS, average household size in Prosser is approximately 3.4 people

** Estimated based on mixed use development.

Land Use Goals and Policies

GOAL LU-1: Foster a vibrant community comprised of quality housing, attractive open spaces, prosperous commercial districts, and diverse industrial uses.

Policy LU-1.1: Ensure compatibility with adjacent land uses. The following should be considered prior to land use decisions:

- New development land uses should be compatible with existing developments.
- Land uses which generate high traffic volumes should have ready access to appropriate transportation connections.
- Land uses along highways and major streets should consider noise, air quality, visual, and other unique environmental conditions which occur in these areas.
- Development should be sensitive to natural features of the site.

Policy LU-1.2: Orient buildings to enhance views and respond to natural topography.

Policy LU-1.3: Create livability through provision of recreation facilities, attractive common areas, clear building accessibility, adequate parking, and public walkways.

Policy LU-1.4: Encourage preservation of agricultural land outside the city through cooperative planning efforts with Benton County and through City annexation policies.

GOAL LU-2: Ensure the Prosser Community is an orderly, well-designed, and aesthetically pleasing city.

Policy LU-2.1: Prioritize multi-family residential and infill developments next to arterial streets, along public transportation routes, or on the periphery of commercially designated areas.

Policy LU-2.2: Work closely with nearby cities and Benton County to coordinate land use plans.

Policy LU-2.3: Enhance existing design requirements for residential and commercial development.

Policy LU-2.4: Create design requirements for industrial developments including provisions that mitigate “blank wall blight,” noise, pollution, and other adverse impacts on adjacent properties.

Policy LU-2.5: Locate new residential development to ensure residents have access to walking and bicycle trails and public transit.

Policy LU-2.6: Ensure adequate buffering between land use types.

Policy LU-2.7: Allow flexibility in site design to promote safety, livability, and preservation of natural features.

Policy LU-2.8: Maintain visually appealing and inviting gateways for residents and visitors that signify entry to the city.

Policy LU-2.9: Establish new gateways to commercial and industrial districts that clearly delineate a visitor’s arrival and define districts and planned areas.

GOAL LU-3: Maintain existing rural character of the urban growth area until it is appropriate for annexation and more urban uses.

Policy LU-3.1: Promote land use measures that protect and conserve existing farm and agricultural land in Prosser's Urban Growth Area.

Policy LU-3.2: Collaborate with Benton County to create policies that prevent premature residential development of agricultural land within the UGA.

GOAL LU-4: Balance land use patterns between development and diverse uses.

Policy LU-4.1: Encourage infill of undeveloped and underdeveloped properties within city limits to make more efficient use of available utilities and manage growth.

Policy LU-4.2: Provide an efficient and orderly array of land uses at intensities appropriate for different areas.

Policy LU-4.3: Adopt zoning and development ordinances that are consistent with the goals and policies of the Comprehensive Plan and the Land Use Map.

Policy LU-4.4: Require future development to be consistent with the following land use designations and the Land Use Map:

Comprehensive Plan Designation	Description	Corresponding Zones
Residential (R)	The R designation includes all lands designated for residential uses (excluding Steep Slope Residential [SSR]), including but not limited to single-family, multi-family, and manufactured dwellings. Actual allowed density depends on the underlying zoning of a parcel.	RL – Low Density RM – Medium Density RH – High Density UR – Urban Residential RMHP – Residential Manufactured Home Park RMS – Residential Manufactured Home Subdivision MH – ~~Middle Housing~~
Steep Slope Residential (SSR)	The SSR designation is applied to a large undeveloped area along the southern boundary of the city. These lands were previously classified as Urban Reserve lands; however, to more clearly define allowed uses in the zone and protect critical areas, the SSR designation was created. The goal of this designation is to protect steep slope critical areas from development that would degrade its physical character and require costly infrastructure investments. In cases where the natural features of a parcel would reasonably accommodate an increase in density, rezoning to allow for a higher concentration of dwelling units may be allowed. In cases where the natural features may limit the ability to reasonably accommodate development on a portion of the parcel, clustering development within the unconstrained portions of the parcel may be allowed. Clustering must provide protections for that portion of the parcel which was constrained.	SSR – Steep Slope Residential
Commercial (C)	The C designation includes a variety of retail, wholesale, and office uses. Within this category are motels, hotels, professional offices, and related uses. Also included are a variety of retail and service uses oriented towards residential and business customers, such as grocery stores, irrigation, and hardware supply. Other commercial uses include automobile or heavy equipment uses that normally require outdoor storage and display of goods. The mixed use of commercial and residential is present in this designation.	CT – Commercial Thoroughfare CN – Commercial Neighborhood CG – Commercial General CD – Commercial Downtown CP – Commercial Professional ~~AT – Agri-Tourism~~ Agri-Innovation
Industrial (I)	The I designation includes a variety of industrial manufacturing assembly, food processing, warehousing, and distribution uses. Also included in this designation are the Prosser Airport and uses involving the sale of retail and wholesale products manufactured on-site, as well as a variety of research and development uses for science or agribusiness related activities.	IL – Light Industrial A – Agri-Business IH – Heavy Industrial ~~AT – Agri-Tourism~~ Agri-Innovation
Public Lands (P)	The P designation is assigned to lands that either have an existing public use or are proposed for a future public purpose. Examples of existing public uses are the county office buildings, K-12 school properties, parks, and state and federal lands. Lands no longer used or intended for public use may be rezoned a Commercial, Residential, or Industrial zone, provided the zone is in conformance with the surrounding uses.	PF – Public Facility All other zones

Policy LU-4.5: Provide adequate, well-located areas for public lands and facilities that are appropriate for the needed use while minimizing impacts to surrounding uses.

Policy LU-4.6: Plan for adequate residential, commercial, and industrial lands to meet the needs of a growing population.

GOAL LU-5: Preserve and create open spaces that protect critical areas to ensure a healthy and sustainable environment that also serve as opportunities for citizens to experience nature.

Policy LU-5.1: Steep Slope areas shall be given special consideration in site design by both the developer and local regulations.

Policy LU-5.2: Identify and encourage preservation of lands, sites, and structures that have historical or archaeological significance.

Policy LU-5.3: Use the best available science in all aspects of managing critical areas including developing regulations, delineating critical areas, identifying functions and values, and recommending strategies to protect their functions and values.

Policy LU-5.4: Establish a formula for determining open space dedications for types of development while protecting private property owners.

GOAL LU-6: Coordinate future growth with existing and planned infrastructure investments.

Policy LU-6.1: Focus growth into areas that currently have adequate capital facilities to absorb new development. Plan for the extension of appropriate infrastructure into areas identified for future development.

Policy LU-6.2: Utilize highway and road system improvements to assist in managing and directing growth.

GOAL LU-7: Plan for and protect appropriate sites to meet the diverse commercial needs of the community while maximizing the opportunity of the community to serve as a regional commercial center and to accommodate tourism-related commercial uses.

Policy LU-7.1: Focus commercial growth in the historic downtown district and Vintner's Gateway.

Policy LU-7.2: Establish appropriate zoning categories to create harmony between similar commercial uses.

Policy LU-7.3: Avoid rezoning commercial sites to less intense commercial zones where appropriate.

Policy LU-7.4: Promote the clustering of commercial developments.

Policy LU-7.5: Encourage the design of commercial structures along major thoroughfares to be aesthetically pleasing.

Policy LU-7.6: Allow Agri-Innovation zoning in *Commercial* designations provided the primary uses are *Commercial* and any *Industrial* or *Residential* uses are subordinate and unlikely to impact any surrounding *Commercial* uses.

GOAL LU-8: Plan for and protect sites appropriate for industrial uses that meet economic and employment needs of the community.

Policy LU-8.1: Attract new industrial development to the East Prosser Industrial Area.

Policy LU-8.2: Encourage industrial development to locate in areas currently zoned industrial and to areas with good access to transportation networks.

Policy LU-8.3: Provide buffers to mitigate adverse impacts on surrounding residential/commercial areas.

Policy LU-8.4: Promote the clustering of industrial development.

Policy LU-8.5: Ensure that the supply of large industrial parcels is adequate to accommodate a variety of industrial activities.

Policy LU-8.6: Allow Agri-Innovation zoning in *Industrial* designations provided the primary uses are *Industrial* and any *Commercial* or *Residential* uses are subordinate and unlikely to impact any surrounding Industrial uses.

GOAL LU-9: Ensure Prosser Airport is reasonably protected from airspace obstructions, incompatible land uses, and nuisance complaints that could restrict operations.

Policy LU-9.1: Keep residential land underlying the air approach east and west of the runway to a low density and intensity. Commercial uses that attract significant numbers of people should be discouraged.

Policy LU-9.2: Plan land use around the airport with potential noise problems in mind. Open space uses are most desirable, such as parks, cemeteries, golf courses, etc. Commercial uses consistent with the land use map are appropriate provided appropriate noise mitigation measures are incorporated into the construction of new buildings. Industrial uses are appropriate if located in a planned park. Low-density residential use with sound-reduction would be appropriate.

Policy LU-9.3: Plan industrial site development in the airport area keeping in mind the needs and operations of the airport.

Policy LU-9.4: Direct any lighting in the vicinity of the airport downward and avoid excessive glare that could pose a hazard to night air navigation.

Goal LU-10: Local land use practices build resiliency and reduce adverse climate impacts.

Policy LU-10.1: Promote land use planning that increases physical activity and reduces per capita vehicle miles traveled within the jurisdiction, without increasing greenhouse gas (GHG) emissions.

Policy LU-10.2: Give special consideration to achieving environmental justice through efficient land use that prevents and mitigates environmental health disparities.

Policy LU-10.3: Reduce and mitigate the risk to lives and property from wildfires by using land use planning tools, wildfire preparedness, and fire adaptation measures.

Policy LU-10.4: Encourage land use decision-making that protects the quality

and quantity of groundwater used for public water supplies.

Policy LU-10.5: Designate and protect critical areas including wetlands, fish and wildlife habitat protection areas, frequently flooded areas, critical aquifer recharge areas, shrub-steppe, and geologically hazardous areas. Utilize the best available science (BAS) to protect the functions and values of critical areas to be included in the Critical Areas Ordinance (CAO).

DRAFT

City of Prosser 2026 Comprehensive Plan Capital Facilities Element

05/13/2026

FINAL DRAFT

Introduction

The Capital Facilities Element establishes the framework for planning, financing, and prioritizing public infrastructure necessary to support the City of Prosser's long-term growth and community vision. Capital facilities include transportation systems, water, sewer, stormwater, public buildings, parks, and public safety facilities. These facilities form the physical foundation that allows the City to serve existing residents while accommodating future development.

Under the Washington State Growth Management Act (GMA), the Capital Facilities Element must demonstrate consistency with all other elements of the comprehensive plan, particularly the Land Use, Transportation, and Utilities Elements. The GMA requires jurisdictions to ensure that future development is supported by adequate public facilities and services, and that financing is clearly identified to maintain adopted Level of Service (LOS) standards. Aligning capital facilities planning decisions with population growth, land use designations, and level of service policies ensures that growth in Prosser occurs in a coordinated and sustainable manner consistent with state law and community priorities.

Concurrency

One of the requirements of the Washington GMA is for public facilities and services to be concurrent with development. Concurrency denotes that adequate public facilities will be in place to support new development when the impacts of that development take place. Concurrency requires that facilities have sufficient capacity to serve development without decreasing levels of service below minimum standards adopted. While the GMA requires concurrency only for transportation facilities, the GMA also requires all other public facilities to be "adequate."

Essential Public Facilities

The City of Prosser recognizes the importance of planning for and accommodating Essential Public Facilities (EPFs), as defined under *RCW 36.70A.200* and *WAC 365-196-550(1)*. EPFs are facilities that provide critical public services and are often difficult to site due to their nature or potential community concerns. These may include, but are not limited to, airports, regional transit authority facilities, correctional and rehabilitation centers, solid waste handling facilities, and inpatient treatment facilities.

Consistent with **Benton County Countywide Planning Policies (CWPPs)**, Prosser follows Benton County policies for siting public facilities of a countywide or statewide nature, as described in Section 4 of the CWPPs. This process ensures efficient evaluation of potential sites while promoting consistency with local and regional goals, as well as compliance with the GMA.

Connection between Utilities and Capital Facilities

The Utilities and Capital Facilities elements of a Comprehensive Plan serve distinct but complementary purposes under the GMA. The Utilities Element focuses on the general location and capacity of existing and future utility systems that provide essential services such as electricity, telecommunications, and water. It identifies all public and private utility providers and requires jurisdictions to coordinate and plan for adequate utility service delivery as growth occurs. The emphasis is on ensuring that these essential systems are planned in coordination with land use and development patterns, while maintaining efficiency and reliability.

In contrast, the Capital Facilities Element addresses publicly owned facilities and infrastructure that the City or other public entities finance and maintain, such as roads, water and sewer systems, parks, fire stations, and schools. It includes an inventory of existing facilities, a forecast of future needs, adopted Level-of-Service (LOS) standards, and a six-year financing plan known as a Capital Improvement Plan (CIP). While utilities are often provided by external entities, capital facilities are typically city-managed and

directly tied to local investment and concurrency requirements. Together, these two elements ensure that both public infrastructure and utility services are coordinated and financially feasible, supporting sustainable growth and maintaining quality of life consistent with community vision.

Capital Facilities Plan (CFP)

Prosser's Capital Facilities Plan (CFP) is a financially constrained planning document that identifies specific capital projects, their estimated costs, timelines, and funding sources needed to maintain adopted levels of service and support anticipated growth. It implements the policy framework established in the Capital Facilities Element of Prosser's Comprehensive Plan, which fulfills the GMA (RCW 36.70A.070) requirement for long-range planning of public facilities. While the Capital Facilities Element sets broad goals and policies to guide capital investment over a 20-year horizon, the Capital Facilities Plan provides the detailed project lists and fiscal analysis necessary to carry out those policies.

Prosser's current **Capital Facilities Plan (CFP)** is hereby adopted by reference. Review the plan for any additional information that is not present in this chapter.

The CFP includes the following components, as required by the GMA:

- A six-year plan (at minimum) that will finance capital facilities within projected funding capacities and identify sources of public money to finance planned capital facilities.
- If impact fees are collected: identification of public facilities on which money is to be spent.

Financing

The State Department of Commerce, which is the agency responsible for oversight of local government comprehensive planning, recommends that capital facilities plan's cover a 20-year planning horizon. Because capital projects are often very expensive, financing often requires multiyear commitments of financial resources. Therefore,

financial planning and implementation of capital facilities may not be effectively carried out on an annual basis and a long-range plan is necessary to assure that funding is available to implement the plan. Thus, development of the Plan is also a tool for effective governmental management. Prosser's Capital Facilities Plan gets updated periodically and includes a list of capital projects for the next 6 years and beyond.

Community Needs

The Capital Facilities Plan includes several street projects that focus on street reclamation. Many of these projects are focused in neighborhoods within the southwest region of the city (north of SR-22). Throughout the community engagement process for the Comprehensive Plan, residents expressed a desire to have sidewalks installed within this region. To improve pedestrian safety, sidewalk considerations are recommended for planned street reclamation projects. The City of Prosser has adopted a Complete Streets ordinance, as outlined in the Prosser Municipal Code **Chapter 12.04 Complete Streets**, which results in increased grant funding opportunities for pedestrian projects.

Capital Facilities Inventory

The City provides various services through capital facilities such as parks, police and fire stations, transportation, and utility infrastructure. This section summarizes existing publicly-owned capital facilities that serve community members.

General Government Facilities	Parks and Recreation Facilities
City administrative functions are housed at Prosser City Hall, generally located in the downtown core. The facility accommodates city administration, finance, planning, engineering, public works, and public service functions, and includes public meeting space for the City	Prosser's park system includes 8 neighborhoods, community, and pocket parks, amounting to approximately 22 acres. Park facilities include a variety of amenities that require maintenance. Adopted in 2024, Prosser's <i>Parks, Recreation, and Open Space Master Plan</i>

Council and advisory bodies. There is also a centrally located Prosser Community Center that serves as a venue for local events.	outlines facility improvements needed to serve current and future populations.
Fire and Emergency Medical Services Facilities Fire protection and emergency medical services within Prosser are provided by Benton County Fire District No. 3, which operates 2 fire stations serving the city and surrounding areas. Fire stations are strategically located to meet adopted response time standards and provide fire suppression, rescue, and emergency medical services throughout the service area.	Police Facilities The Prosser Police Department operates from one centralized police station, providing patrol, emergency dispatch services, and public safety for the City of Prosser. Staffing levels are scaled to serve a community of approximately 6,000 residents.
Water System Facilities The City of Prosser owns and operates a municipal water system consisting of approximately 41 miles of domestic water piping, 3 booster stations, and a Water Treatment Plant. Primary water sources include 5 groundwater wells and 3 reservoirs. Water system capital facilities provide potable water supply, fire flow capacity, and system pressure management.	Wastewater (Sewer) Facilities Prosser operates a municipal wastewater collection and treatment system that includes gravity sewer lines, manholes, lift stations, and a wastewater treatment plant. Prosser's wastewater treatment facilities are located on the north bank of the Yakima River, below Prosser Dam, and immediately adjacent to the Chandler Canal.

Stormwater Facilities The City maintains stormwater infrastructure designed to manage runoff and protect water quality. Facilities include storm drainage pipes, catch basins, storm drain manholes, underground storm drainage trench systems, and outfall structures.	Transportation Facilities The City of Prosser owns and maintains a local transportation system consisting of approximately 42 miles of streets and 3 bridges. Prosser’s Street Department maintains local roadways, roadsides, traffic control devices, street signage, lighting, street cleaning, parking facilities, as well as ice and snow removal. Certain regional transportation facilities serving Prosser are owned and maintained by the Washington State Department of Transportation and Benton County.
Public Educational Facilities Public educational facilities serving Prosser are owned and operated by the Prosser School District. These facilities include: • Housel Middle School • Keene-Riverview Elementary • Prosser Heights Elementary • Prosser High School • Whitstran Elementary	Library Facilities Library services are provided through a branch facility operated by the Mid-Columbia Libraries. The single library facility is centrally located near City Park.
Medical Service Facilities Prosser Memorial Health is the primary and only medical hospital located at the far north part of Prosser, north of I-82. It is a 25-bed Critical Access Hospital operated by the Prosser Public Hospital	Power Facilities Energy services in Prosser are provided by Benton Public Utility District (PUD) and Benton Rural Electric Association (REA), which own and operate substations, distribution lines, transformers, and

District. It serves the area with emergency, surgical, and various specialty services.	related infrastructure serving residential, commercial, and industrial customers.
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Figure 1 shows the location of Prosser's capital facilities.

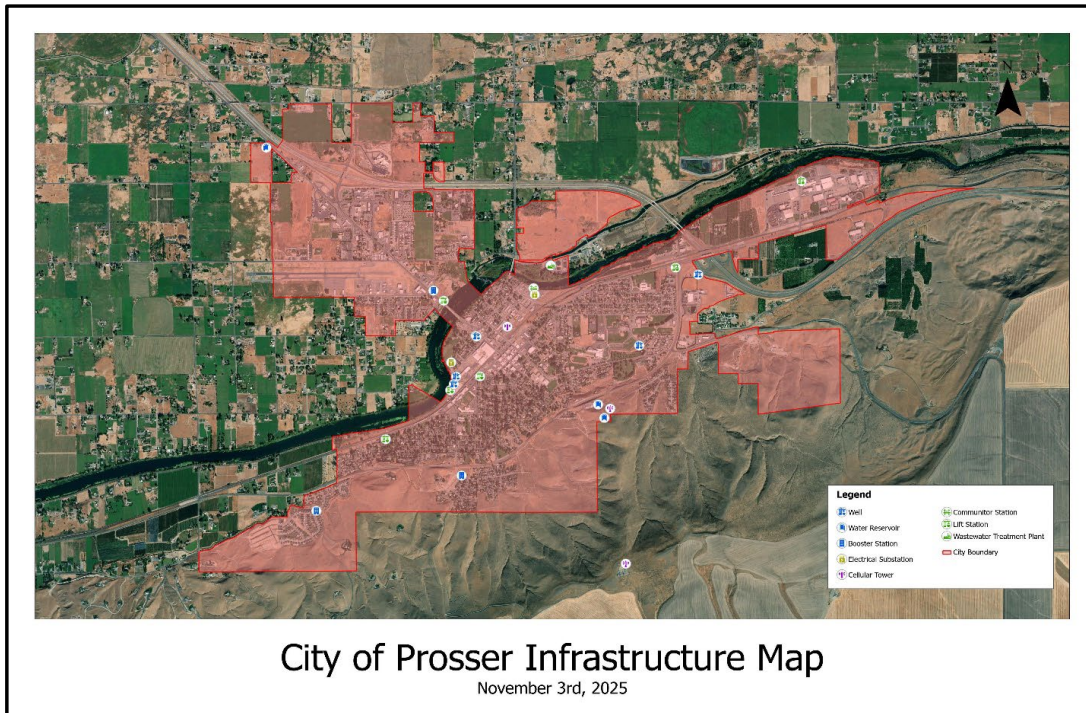


Figure 1: City of Prosser Infrastructure Map

Levels of Service

Levels of service (LOS) are the minimum standards at which a local government provides services to customers/residents in an area. LOS can be quantitative or qualitative and are a measure of the quality and effectiveness of a municipal service or facility; while gauging how well it meets the needs of the population. LOS can be tailored to specific contexts and can vary in its criteria and measurement methods, but the core idea remains the same: assessing and ensuring the quality of service delivered to Prosser residents.

Table 1: Prosser Public Utility Levels of Service (LOS)

Irrigation Water	
Water availability	36 inches per acre per year delivered via a pressurized system
Potable Water	
Water availability	353 gallons per Equivalent Residential Unit (ERU) as contained in Prosser's current WSP
Sanitary Sewer	
Maximum Month Flow	176 gallons per capita day
Peak Hydraulic or Peak Instantaneous Flow	228 gallons per capita day
Storm Water Management	
Storm System Design	Greater of 25 year, 24 hour or 25 year 3-hour duration SCS Type 1A Storm

Table 2: Prosser Non-Motorized Transportation Levels of Service (LOS)

LOS	Description
Sidewalks	Sidewalks on both sides of arterials and collectors, crosswalks every 600 feet where feasible.
Bicycle	Network of bicycle lanes available to provide alternative modes of transportation along arterials, collectors, and roads connecting significant residential developments to commercial hubs.

Table 3: Roadway Motor Vehicle Levels of Service (LOS)

LOS	Description
A – Free flow	Free flow. Low volumes and no delays.
B – Reasonably free flow	Stable flow. Speeds restricted by travel conditions, minor delays. Presence of other users in the traffic stream.
C – Stable flow	Stable flow. Speeds and maneuverability reduced somewhat by higher volumes.
D – Approaching unstable flow	Stable flow. Speeds considerably affected by change in operating conditions. High density traffic restricts maneuverability.
E – Unstable flow	Unstable flow. Low speeds, considerable delay, volume at or near capacity. Freedom to maneuver is extremely difficult.
F – Forced or breakdown flow	Forced flow. Very low speeds, volumes exceed capacity, long delays and queues with stop-and-go traffic.

Table 4: Two Way Stop Controlled Intersection LOS Applied

LOS	Control Delay-Seconds
A	< 10.0
B	> 10.0 and < 15.0
C	> 15.0 and < 25.0
D	> 25.0 and < 35.0
E	> 35.0 and < 50.0
F	> 50.0

Table 5: Four Way Stop Controlled Intersection LOS Applied

LOS	Control Delay-Seconds
A	< 10.0
B	> 10.0 and < 15.0
C	> 15.0 and < 25.0
D	> 25.0 and < 35.0
E	> 35.0 and < 50.0

F	> 50.0
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Table 6: Prosser LOS Specific Roadways Applied

LOS Specific Roadways	
Residential roads that serve single family dwelling units (excludes Multifamily)	LOS B
Wine Country Road	LOS C
Historic Downtown to include all intersections	LOS F
All Other Roads (excluding State and Federal highways)	LOS C
All intersections on arterials	LOS C

Future Demand for Capital Facilities

Future Capital Facility Demand and LOS Implications

Over the next 20 years, Prosser is projected to accommodate approximately 2,230 additional residents, which equates to 765 new housing units, as derived from Benton County population and housing allocations process. This growth is expected to occur largely through infill, redevelopment, and moderate increases in residential density rather than outward expansion primarily by utilizing a “middle housing” strategy. Middle Housing types have a “house-scale” width, depth, and height, enabling them to blend into detached housing neighborhoods without creating out-of-scale buildings. As a result, future capital facility needs will be shaped not only by population growth, but also by how efficiently existing infrastructure can serve higher-density development patterns.

Water, Wastewater, and Irrigation Utilities

Using the City’s adopted potable water LOS of 353 gallons per Equivalent Residential Unit (ERU), an estimated 765 new ERUs would generate approximately 270,000 additional gallons per day (gpd) of water demand at full buildout. Middle housing units are expected to consume less water per unit than single-family homes, due to less improvements needed to accommodate higher number of people and reduced need for yard irrigation per unit, consequently reducing potential per-capita demand over time. Meeting future water LOS is therefore anticipated to rely on incremental system upgrades, including well capacity, storage, and distribution improvements, rather than

new service areas.

For sanitary sewer, applying the adopted LOS of 174 gallons per capita per day (maximum month flow), an additional 2,230 residents would generate roughly 388,000 gallons per day of additional average peak demand, with peak instantaneous flows approaching 504,000 gallons per day based on the adopted 226 gpd standard. Middle housing concentrations may increase localized flows, indicating a need for targeted collection system improvements and ongoing monitoring of downstream treatment capacity.

Irrigation water demand is expected to remain stable or decline on a per-capita basis as urban development replaces irrigated agricultural land. However, maintaining the adopted irrigation LOS of 36 inches per acre per year will remain important for parks, landscaped rights-of-way, and remaining agricultural or open space uses, although efficiencies could be realized through the timing of irrigation, and deployment of computerized irrigation systems tied to weather and soil conditions, as well as the deployment of more efficient irrigation delivery system technologies.

Stormwater Management

Increased residential density and infill development will incrementally increase impervious surface coverage, resulting in higher runoff volumes during storm events. While individual middle housing projects may generate less runoff than low-density subdivisions, cumulative impacts will increase demand on existing systems. All new and redeveloped areas will be required to meet the City's adopted stormwater LOS, which requires facilities to accommodate the greater of a 25-year, 24-hour storm or a 25-year, 3-hour SCS Type 1A storm. Future capital needs are expected to focus on localized drainage improvements, system rehabilitation, and retrofits in older neighborhoods rather than construction of large new stormwater facilities.

Transportation and Non-Motorized Facilities

An additional 2,230 residents will generate increased vehicle trips, though middle

housing and infill development patterns may reduce vehicle miles traveled per household compared to single-family growth. The City's roadway LOS standards intentionally vary by area, allowing LOS C on most roads, LOS F in the Historic Downtown, and LOS B on residential streets. Maintaining these LOS standards is expected to require targeted intersection improvements, traffic calming, and access management, rather than widespread roadway widening.

Growth will also increase demand for sidewalks and bicycle facilities, particularly along arterials and collectors connecting residential areas to schools, parks, and commercial centers. Expansion of the non-motorized network will help offset vehicle demand and support LOS objectives for both roadways and intersections.

See the Transportation Element of the Comprehensive Plan for more information about transportation-related levels of service and future demand analysis.

Power Facilities

Benton PUD system is planned to meet projected peak demand with reserve capacity, and facilities are upgraded incrementally to maintain reliable service as the city grows.

Parks, Public Facilities, and Public Safety

Population growth of approximately 2,230 residents will increase demand for parks, recreational amenities, and civic facilities. New developments require Open Space mitigation of constructing a new park or park mitigation fee including a park impact fee. The fees collected will be applied for park upgrades, amenities, etc. Rather than requiring new major park sites, demand is expected to be met through incremental expansion of park facilities, improved amenities, and enhanced access, particularly in areas with higher-density housing. Public safety demand will also increase proportionally with population, though current facilities are expected to remain adequate in the near term. Long-range planning should account for future staffing, equipment, and facility capacity as service populations grow.

Overall LOS Capacity and Planning Implications

Based on adopted LOS standards and available land capacity, Prosser appears capable of accommodating projected population growth through incremental capital improvements and efficient use of existing infrastructure. The shift toward middle housing supports more cost-effective service delivery but may require targeted upgrades in older systems. Because growth rates are an estimate and development patterns may change over time, LOS assumptions and facility needs should be revisited during periodic plan updates to ensure continued compliance with the GMA and fiscal sustainability.

Capital Facilities Planning References

Functional plans guide the growth and planning of specific capital facilities. These plans are integral to ensuring that capital facilities are available and capacities are sufficient to accommodate growth as it occurs. The following plans have been adopted by the City. The most current version of these plans may be referred to for more detailed information about existing and planned facilities.

- Capital Facilities Plan (CFP)
- Water Systems Plan (WSP)
- General Sewer Plan (being updated in 2026)
- Parks, Recreation, and Open Space Master Plan (PROS)
- Six-Year Transportation Improvement Plan (STIP)
- Transportation Benefit District Plan (TBD) (these funds are for transportation improvements, sidewalks, ADA)
- Emergency Operations Plan (EOP)

Capital Facilities Goals and Policies

GOAL CF-1: Provide capital facilities and public services necessary to support existing and new development envisioned in the Land Use Element.

Policy CF-1.1. Plan capital facilities that have the capacity and are located to serve existing development and future growth planned in the Land Use Element.

Policy CF-1.2. Provide all capital facilities necessary to support related services that are the responsibility of the City.

Policy CF-1.3. Coordinate with other agencies for their provision and maintenance of facilities which are not provided by the City.

Policy CF-1.4. Reassess the Land Use element if probable funding falls short of meeting existing capital facility's needs.

Policy CF-1.5. Protect, conserve and improve the quality of Prosser's water.

Policy CF-1.6. Coordinate with local and regional agencies in developing capital facilities, seeking cost-efficiencies and shared resource opportunities for Prosser.

GOAL CF-2: Provide adequate capital facilities that address past deficiencies, meet the needs of growth, and enhance the quality of life through acceptable levels of service.

Policy CF-2.1. Maintain appropriate levels of service (LOS) for City-provided capital facilities and services, as well as those facilities and services provided by other agencies.

Policy CF-2.2. Coordinate with other agencies to ensure that the LOS for water, sewer, fire protection, schools, library, and transit are consistent between the providers' plans and Prosser's Capital Facility Plan (CFP).

Policy CF-2.3. Maintain and improve police, fire, library, and other facilities managed by the City.

Policy CF-2.4. Identify needs for additional capital facilities based on adopted LOS and forecasted growth and determine the means and timing for providing needed additional facility improvements.

GOAL CF-3: Strive for planned capital facilities that are projected to be financially feasible.

Policy CF-3.1. Ensure capital budget decisions are in conformity with the Comprehensive Plan.

Policy CF 3.2. Identify the process and actions needed to develop and implement new or increased sources of revenue that are needed to make the CFP financially feasible.

Policy CF-3.3. Establish budget and funding methods for City facility and service needs, matching costs with available revenues.

Policy CF-3.4. Budget to implement plans and implementation programs adopted or supported by the City.

Policy CF-3.5. Provide or accept the provision of public facilities and services only

if the City or other entities are able to pay for subsequent operation and maintenance costs.

GOAL CF-4: Design and locate capital facilities with features and characteristics that support the environment, consider social equity, and are energy efficient, cost-effective, and sustainable.

Policy CF-4.1. Provide capital facilities that support and implement sustainability, reduction of greenhouse gas emissions, environmental stewardship, and resiliency against natural disasters.

Policy CF-4.2. Promote the co-location of capital facilities, when feasible, to enhance efficient use of land, reduce public costs, reduce travel demand, and minimize disruption to the community.

GOAL CF-5: Ensure that Prosser accommodates the siting of essential public facilities (EPFs) in a manner consistent with state law, regional coordination efforts, and community goals – supporting public health, safety, and welfare while minimizing local impacts.

Policy CF-5.1. Coordinate with Benton County and other jurisdictions in implementing the Benton County Regional Siting Process for Essential Public Facilities to ensure a consistent and equitable approach for siting EPFs of countywide or statewide significance.

Policy CF-5.2. Review proposed essential public facilities for compatibility with surrounding land uses, infrastructure capacity, and environmental conditions while recognizing the regional importance and necessity of such facilities.

Also see the Climate Element of the Comprehensive Plan for more goals and policies related to capital facilities.

City of Prosser 2026 Comprehensive Plan Utilities Element

05/13/2026

FINAL DRAFT

Introduction

High-quality dependable public services, such as clean water and reliable sewer service, are essential to Prosser's future success. Cost-effective and consistent services improve quality of life of residents and make Prosser a more attractive place to do business. The Growth Management Act (GMA) requires communities to plan for utilities to ensure that there are adequate levels of services (LOS) in place to meet community needs over time.

Development depends on the availability and capability of necessary facilities and services to support growth. For a variety of reasons, there may be some services that are not distributed equitably across the city. As growth and development occurs, existing facilities need to be upgraded or expanded, alongside construction of new facilities. The goals and policies in this chapter guide equitable, efficient, and adaptive approaches needed to provide high-quality facilities and services to all Prosser residents and its future generations.

The City of Prosser already provides some facilities and services within city limits such as water, sewer, irrigation, waste, police, and street services. Additional utility services like natural gas, propane, electric, and a variety of telecommunications are provided by private vendors in accordance with franchise agreements with the City.

Over the course of the 20-year planning period, the City plans to continue to work with service providers to maintain existing infrastructure and invest in expanded or new facilities to support planned growth and the development patterns that are called for in the Land Use Element and Capital Facilities Plan.

Connection between Utilities & Capital Facilities

The Utilities and Capital Facilities Elements of a Comprehensive Plan serve distinct but complementary purposes under the GMA. This Utilities Element focuses on the general location and capacity of existing and future utility systems that provide essential services such as electricity, telecommunications, and water. It identifies all public and private utility providers and requires jurisdictions to coordinate and plan for adequate utility service delivery as growth occurs. This plan emphasizes ensuring that these essential systems are planned in coordination with land use and development patterns while maintaining efficiency and reliability.

In contrast, the Capital Facilities Element addresses publicly owned facilities and infrastructure that the City or other public entities finance and maintain, such as roads, water and sewer systems, parks, fire stations, and schools. It includes an inventory of existing facilities, a forecast of future needs, adopted LOS standards, and a six-year financing plan, also called a Capital Improvement Plan (CIP). While utilities are often provided by external entities, capital facilities are typically city-managed and directly tied to local investment and concurrency requirements. Together, these two elements ensure that public infrastructure and utility services are coordinated, available, and financially feasible to support sustainable growth and maintain a quality of life consistent with community goals.

Prosser's Capital Facilities Plan (CFP) meets RCW 36.70A.070(4)(a) and WAC 365-196-420 requirements. The CFP helps to address capacity and future needs for the City's utilities by identifying the general and proposed locations, as well as the capacities of existing and planned utility systems. Implementation of the CFP in the Comprehensive Plan ensures the utilities element reflects current service levels and anticipated growth, aligning with the City's long-term planning objectives.

Prosser's latest Capital Facilities Plan (CFP) is hereby adopted by reference. Review the plan for any additional information that is not present in this chapter.

Concurrency

One of the requirements of the Washington State Growth Management Act (GMA) is for public facilities and services to be concurrent with development. Concurrency denotes that adequate public facilities will be in place to support new development when the impacts of such development take place. Concurrency requires facilities to have sufficient capacity to serve development without decreasing LOS below minimum standards adopted. While the GMA requires concurrency only for transportation facilities, the GMA also requires all other public facilities to be *adequate*.

Public Utilities

The City of Prosser provides and coordinates a range of essential utility services that support the community's current and future needs. In accordance with *RCW 36.70A.070(4)(b)*, this section identifies all public entities and special purpose districts that own or operate utility systems within Prosser and its Urban Growth Area (UGA). These include City-operated utilities such as water, sewer, stormwater, and solid waste, as well as services provided by external public agencies and districts, including telecommunications and educational facilities. The City works in good faith with these entities to obtain and maintain up-to-date system and capacity information through direct coordination, review of system and capital plans, and ongoing communication.

The following tables summarize the utility providers serving Prosser and their general areas of responsibility, as well as their contact information and location. Collaboration with service providers ensures the City's Capital Facilities and Utilities Elements remain consistent, coordinated, and responsive to evolving community demands.

Table 1: Prosser public utility and service providers

Utility Services Provided by City of Prosser		
Type	Provider	Contact Info
Water	Public Works Department, Water Department	<u>509-786-7303</u> 620 Market Street, 1 st Floor Prosser, WA 99350
Storm & Wastewater	Public Works Department, Wastewater Department	<u>509-786-1101</u> 620 Market Street, 1 st Floor Prosser, WA 99350
Sewer	Public Works Department	<u>509-786-7300</u> 620 Market Street, 1 st Floor Prosser, WA 99350
Irrigation	Public Works Department, Sunnyside Valley Irrigation District	<u>509-786-7300</u> 620 Market Street, 1 st Floor Prosser, WA 99350
Streets	Public Works Department, Street Department	<u>509-786-1112</u> 620 Market Street, 1 st Floor Prosser, WA 99350
Police	Public Works Department	<u>509-786-1500</u> 205 Hagarty Lane Prosser, WA 99350
Solid Waste	Basin Disposal Incorporated (Contracted Service)	<u>509-786-2332</u> 620 Market Street, 1 st Floor Prosser, WA 99350

Table 2: Public utility and service providers in Prosser

Utility Services Provided by <i>External</i> Entities		
Type	Provider	Contact Info
Natural Gas	Cascade Natural Gas	<u>888-522-1130</u>
Propane	Amerigas	<u>509-534-1581</u> 501 E Wine Country Road Grandview, WA 98930
	Connell Oil dba CO-Energy	1015 N. Oregon Ave. Pasco, WA 99301
	Marathon	940 Wine Country Road Grandview, WA 98930
Electric	Benton Rural Electric Association	<u>509-786-2913</u> 402 7th Street Prosser, WA
	Benton Public Utility District	<u>509-582-2175</u> 2721 W 10th Avenue Kennewick, WA 99336
Phone	Lumen	409 S 5 th Street Sunnyside WA 98944
Cable	Charter-Spectrum	1005 North 16 th Ave Yakima WA 98902
Satellite	Dish Network, DirectTV	
Internet	Charter, Lumen, Ziply, Benton Rural Electric Association	
Cellular	All Major Carriers	
Fire Protection	West Benton Fire & Rescue	<u>509-786-3873</u> 1200 Grant Avenue Prosser, WA 99350
Library	Mid-Columbia Libraries	<u>509-786-2533</u> 902 7th Street Prosser, WA 99350
Museums	Prosser Museum Association	<u>509-786-3842</u> 1000 Paterson Road Prosser, WA 99350

Schools	Prosser School District	<u>509-786-3323</u> 1203 Prosser Avenue Prosser, WA 99350
Hospitals	Prosser Memorial Hospital	<u>509-786-2222</u> 200 Prosser Health Drive Prosser, WA 99350
Highway	Washington State Department of Transportation	<u>509-577-1600</u> 2809 Rudkin Rd. Union Gap WA 98903Spokane at 2714 N Mayfair Street
Railroad	Burlington Northern Santa Fe	<u>(206) 625-6135</u>

Table 3: Prosser Public Utility Levels of Service (LOS)

Irrigation Water	
Water Availability	36 inches per acre per year delivered via pressurized system
Potable Water	
Water Availability	353 gallons per Equivalent Residential Unit (ERU) as contained in Prosser's current Water System Plan (WSP)
Sanitary Sewer	
Maximum Month Flow	176 gallons per capita day
Peak Hydraulic or Peak Instantaneous Flow	228 gallons per capita day
Storm Water Management	
Storm System Design	Greater of 25 year, 24 hour or 25 year 3-hour duration SCS Type 1A Storm

Draft Prosser Comprehensive Plan – Utilities Element

Figures 1-3 show the utility networks in Prosser.

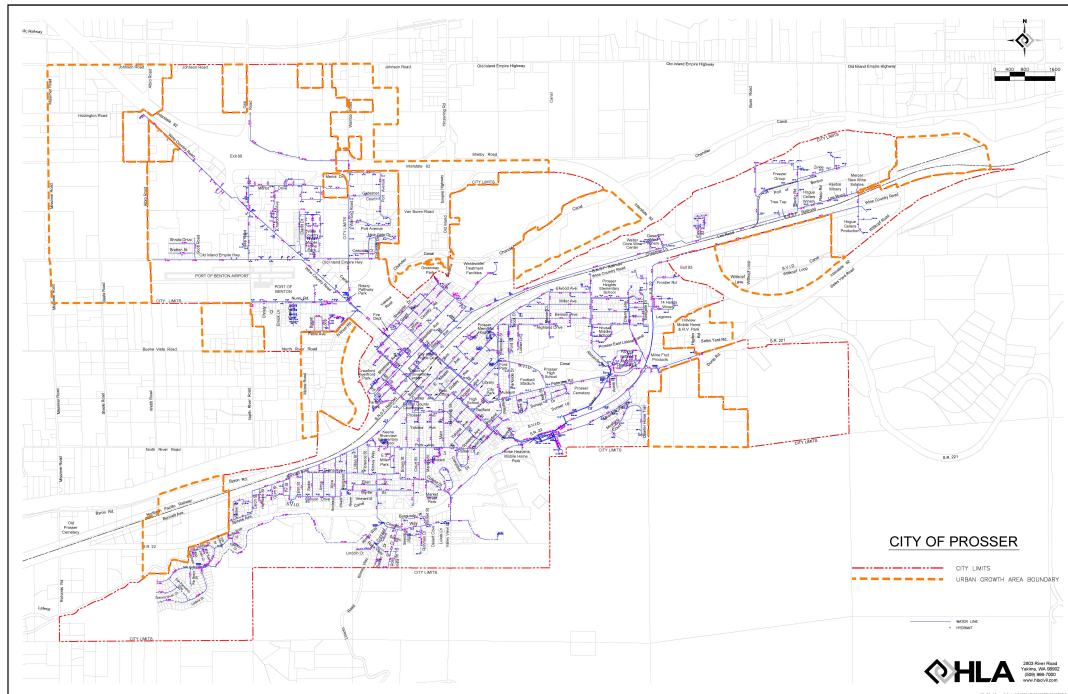


Figure 1: Prosser Water utility network map

Draft Prosser Comprehensive Plan – Utilities Element

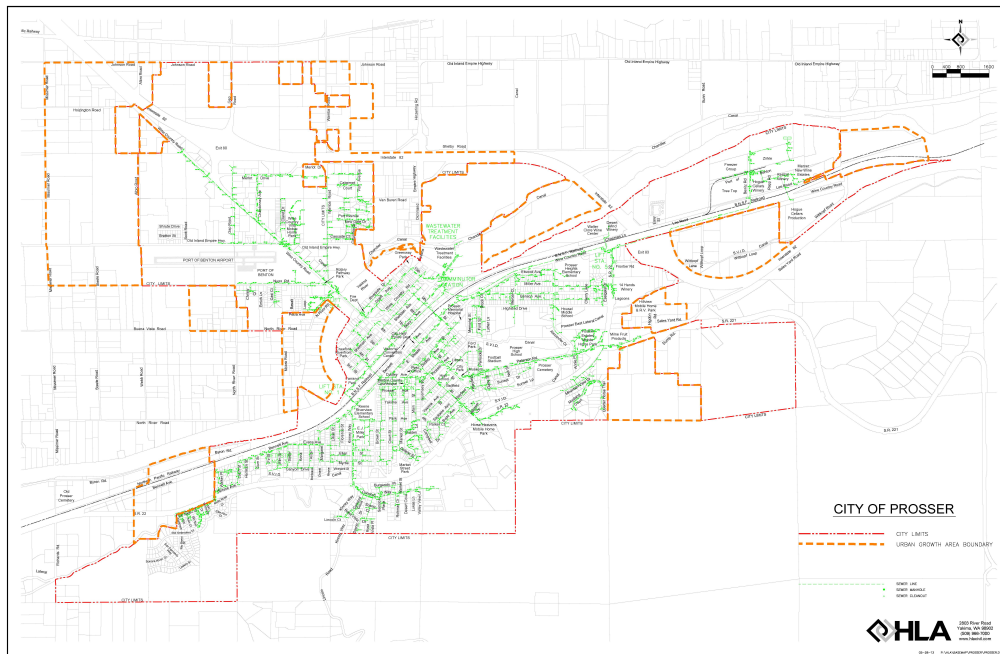


Figure 2: Prosser Sewer utility network map

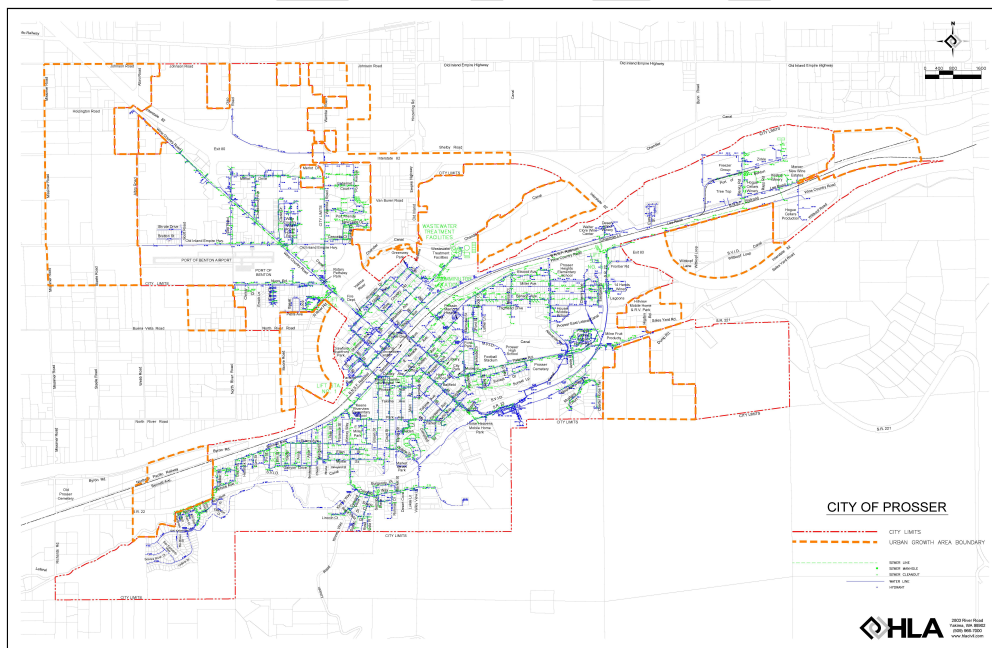


Figure 3: Prosser Utility network (Water and Sewer) map

Community Priorities & Needs

Throughout the public engagement process, community members expressed that public utilities should still be a major priority for improvements and future growth considerations.

During the 2024 Harvest Fest, a penny budget poll was conducted to determine which elements of the Comprehensive Plan the community believes should receive the most priority, resources, and future planning. Around 300 participants ranked Utilities as the fourth highest priority, as seen in the figure below. Throughout the stakeholder engagement process, some interviewees discussed how growing the city with more residential sprawl would significantly hurt the City's finances and budget. If it is even feasible, the cost of extending utility services outside of the main city development would be high, and current residents would have to provide significant subsidies to enable sprawling development.

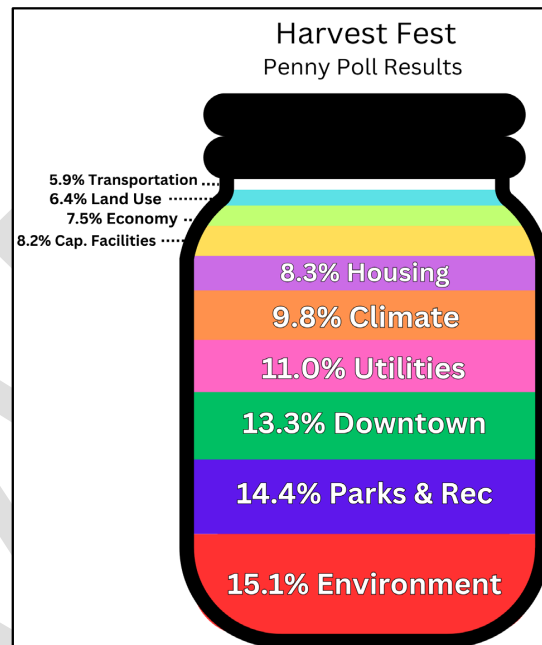


Figure 2: 2024 Harvest Fest Penny Poll Results

Utilities Goals & Policies

GOAL U-1: Provide utilities concurrently with a growing population to meet the safety, utility, transportation, educational, and cultural needs of residents.

Policy U-1.1. Review and update written level of service standards (LOS) on an annual basis for each type of public facility or utility service and plan for capital improvements to achieve and maintain such standards for existing and future development.

Policy U-1.2. Explore potential opportunities for the City of Prosser to expand its Irrigation Utility to provide pressurized irrigation and expand services to all areas of the city.

Policy U-1.3. Support the timely expansion, maintenance, operation, and replacement of utility infrastructure to meet anticipated demand for growth identified in the Land Use Element.

GOAL U-2: Collaborate with regional partners to provide essential public services in an equitable and practical manner.

Policy U-2.1. Consider water, sewer, irrigation, power, gas, waste management, and communications as essential public services.

Policy U-2.2. Coordinate with public and private utility providers to advocate for affordable utilities.

Policy U-2.3. Recognize communication and high-speed data transmission as essential utility services that should be included in all expansions of city services.

Policy U-2.4. Develop and establish essential public facilities in a timely and

orderly manner as to not adversely affect the safety, health, and welfare of the citizens residing in surrounding areas.

Policy U-2.5. Establish a dig once policy to ensure that utilities are also installed during the time of construction, replacement, or repair.

Policy U-2.6. Coordinate the timing of construction activities with public and private utilities to minimize disruption to the public and reduce costs of utility delivery.

GOAL U-3: Ensure that planned public facilities are financially feasible.

Policy U-3.1. Identify and pursue all practical and equitable ways to fund capital improvement projects necessary to serve existing and future development.

Policy U-3.2. Ensure that private developers pay for some or all of the cost of capital improvements or new facilities that are deemed necessary by reason of their respective impact on LOS.

Also see the Climate Element of the Comprehensive Plan for more goals and policies related to utilities and services.

CITY OF PROSSER, WASHINGTON

AGENDA BILL

<u>Agenda Title:</u> 2027 - 2030 City Council Goals and Priorities		<u>Meeting Date:</u> June 9, 2026 Regular City Council Meeting	
<u>Item Type:</u> Discussion			
<u>Department:</u> Administration	<u>Director:</u> Rachel Shaw	<u>Contact Person:</u> Rachel Shaw	<u>Phone Number:</u> 509-786-8218
<u>Cost of Proposal:</u> N/A		<u>Fund Name and Number:</u> N/A	
<u>Amount Budgeted:</u> N/A			
<u>Reviewed by Finance Department:</u> N/A			
<u>Attachments to Agenda Packet Item:</u> 1. 2023 Goals Adopted by Resolution 23-1754 2. 2026 Mission, Vision and Core Values Statement 3. Resolution No. 26-_____ 4. 2027 - 2030 Proposed Council Goals and Priorities			
<u>Summary Statement:</u> The City Council sets budget and policy direction to guide staff implementation of Council adopted goals. The Council's goals serve as a long-term vision for Prosser, and the associated Work Plan serves as policies necessary to achieve the vision. Staff then implements the operational aspects of the Council adopted goals. At the June 2, 2026, City Council Work Session, Staff reviewed a draft of the City Staff ranked, proposed 2027 - 2030 Council Goals and Priorities document and asked Council Members to review and provide feedback. That information is being brought back to Council for further review and discussion. <u>Purpose:</u> The purpose of Council-approved <u>priorities</u> is that they should support Council-adopted <u>goals</u> by serving as the specific actions, projects or initiatives that advance the broader goals.			

Goals = "What we want to achieve"

Priorities = "What specific projects or initiatives will we focus on to achieve the goals"

Background:

In 2016, Council established five long-term goals by Resolution 16-1527. Those goals were reaffirmed by Council in 2023 by Resolution 23-1754, set to expire the end of 2026. The adopted goals help to guide budgeting, policy decisions and work planning. The five adopted goals are:

1. Livability & Quality of Life
2. Financial Sustainability
3. Promote Economic Development & Jobs
4. Infrastructure & Transportation
5. Operational Excellence & Communication

Over the past several years, the City has continued to provide essential services while advancing numerous projects and initiatives. These accomplishments represent the collective efforts of Council, staff, community partners, and residents.

Next Steps:

The purpose of the discussion is to help determine which initiatives deserve the highest level of focus by identifying a manageable number of priorities that can be translated into work plans, budgets, and performance measures for Staff implementation.

Factors to Consider:

- Population growth and development pressures.
- Infrastructure needs and long-term maintenance.
- Public safety and emergency preparedness.
- Economic development opportunities.
- Housing availability and affordability.
- Quality of life and community character.
- Financial sustainability.
- Organizational capacity.

Setting priorities requires making choices. The next step is determining which priorities should receive the greatest attention and provide clear direction to staff. It is important to consider which adopted Council goal does the priority you have identified support, and how will it be measured for success. That helps to ensure priorities remain connected to the Council's adopted goals rather than becoming a stand-alone initiative.

Things to consider when evaluating the priorities:

- Community impact.
- Urgency.
- Alignment with Council's vision and adopted goals.
- Financial implications.
- Staff capacity.

The resulting goals and priorities will serve as a roadmap for organizational decision-making, budget development, and project implementation.

After today's discussion and priority ranking session, at Council's direction, Staff will bring back the 2027 - 2030 Service Priorities for consideration of adoption at the June 23rd Regular City Council meeting.

Consistent with Council Goal:

Goal #5: Operational Excellence & Communication

Recommended Action/Suggested Motion:

Recommendation: Review the draft City Council 2027 - 2030 Goals and Priorities and provide Staff direction.

Reviewed by Department Director:

Rachel Shaw

Date: Jun 5, 2026

Reviewed by City Attorney:

N/A

Date:

Approved by City Administrator:

Rachel Shaw

Date: Jun 5, 2026



City of Prosser

Washington's Premier Small Town Community

1

Livability & Quality of Life

Sustain and improve the City's livability and quality of life for Prosser residents and our visitors by increasing safety and health, and by creating a more vibrant community.



2

Financial Sustainability

Sustain and improve the City's financial position through review and updates to City-wide policies and cost of service delivery.



3

Promote Economic Development & Jobs

Create a strategy and implement actions that promote collaborative efforts and partnerships to sustain and expand the City's economy and promote job growth.



4

Infrastructure & Transportation

Invest in the expansion of infrastructure to meet diverse demands, and establish preventative maintenance schedules.



5

Operational Excellence & Communication

Provide exceptional customer service that exceeds the public's expectations, invest in staff training, promote diversity, and establish heightened transparency and communication with the public and media.



Adopted by [Resolution No. 23-1754](#)



-MISSION STATEMENT-

What we do: "Providing essential public services and responsibly stewarding community resources to support a safe, thriving community."

-VISION STATEMENT-

What we want to be as an organization: "Prosser is a safe and welcoming community where thoughtful growth, strong connections, and community pride support a high quality of life for current and future generations."

-ETHOS, CORE VALUES-

Who we are: "Serve With Integrity • Steward With Care • Treat People With Respect • Be Accountable • Work Together"

MISSION
•
VISION
•
ETHOS
CORE VALUES

SERVE WITH INTEGRITY:

We act honestly, ethically, and in the public interest

STEWARD WITH CARE:

We responsibly manage public resources and plan for the future

TREAT PEOPLE WITH RESPECT:

We listen, communicate clearly, and treat others with dignity

BE ACCOUNTABLE:

We take ownership of our decisions and follow through

WORK TOGETHER:

We collaborate internally and with the community



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Adopted by Resolution No. 26-1869

CITY OF PROSSER, WASHINGTON
RESOLUTION NO. 26-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PROSSER
ADOPTING THE 2027 – 2030 CITY COUNCIL GOALS.

BE IT RESOLVED, by the City Council of the City of Prosser that it is the desire of the City Council that:

1. The 2027 – 2030 City Council Goals, “Exhibit A,” are hereby adopted and made an integral part of the City’s policy direction.

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

MAYOR GARY VEGAR

ATTEST:

JACQUELINE RENTERIA, CITY CLERK

APPROVED AS TO FORM:

BENJAMIN GOODWIN, CITY ATTORNEY



CITY OF PROSSER

Washington

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June 2, 2026

Service Priorities 2027 – 2030

This summary was prepared by administrative staff to support informed decision-making during the City's budget and work planning processes. The service areas, actions, and outcomes outlined below are intended to be used in conjunction with Council-established goals and policy direction to help guide budget development, project sequencing, and resource allocation.

By clearly linking priorities to expected outcomes, this framework provides a consistent and transparent basis for evaluating needs, balancing available resources, and determining project and service prioritization across the organization.

Rank	Service Area	Action	Outcomes
Must	General Operations	- Keep a citywide work plan that reflects Council goals - Make sure departments work together and follow consistent practices - Regularly review how services are delivered and look for ways to improve - Plan ahead for staffing, equipment, and operating costs - Implement planning, zoning and development standards consistent with community vision and legal requirements	- Departments adopt annual work plans - Services are delivered on time and consistently - Fewer service gaps, delays, or duplicated efforts - Improved long-term operational and financial planning
Must	Communications & Community Involvement	- Share clear, timely information with residents using coordinated messaging - Ask for community input through surveys, meetings, and outreach - Use advisory groups to help guide decisions - Budget for communication tools and outreach efforts	- Regular community outreach activities - Increased participation in surveys and meetings - Improved resident satisfaction over time - Improved resident understanding of City actions and decisions
Must	Staff Training and Education	- Plan ahead for staff training and leadership development - Encourage shared training and knowledge across departments - Support certifications, conferences, and required licenses - Include training costs in annual budgets	- Staff meet annual training goals - Improved employee retention and readiness for advancement - Improved coordination and problem-solving across departments

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Commitment to Employees ♦ Integrity*



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Rank	Service Area	• Action	• Outcomes
Need	Water (including irrigation)	- Plan for repair and replacement of water system equipment and facilities - Coordinate with regulators and regional partners - Review water rates to make sure the system can be maintained safely	- Systems meet all safety and regulatory requirements - Fewer emergency repairs - Funds are available for planned improvements
Need	Sewer	- Plan long-term replacement of sewer infrastructure - Coordinate sewer work with road and development projects - Review sewer rates to support system maintenance and upgrades	- Reduced system failures or backups - Predictable replacement schedules - Sewer funds remain financially stable
Need	Public Safety Programs and Equipment (including Building, Code Enforcement & Animal Control)	- Coordinate police, fire, public works, building, code enforcement, animal control, and regional emergency service partners - Identify and address safety risks proactively, including property maintenance, nuisance properties, and animal control issues - Strengthen partnerships with county, regional, and state emergency service providers for coordinated response - Plan for equipment replacement, technology needs, and cross-department staff training - Seek grants and interagency partnerships when available	- Faster, more coordinated response times across agencies - Fewer safety hazards related to buildings, properties, and animals - Equipment and technology kept current and functional - Outside funding and shared resources successfully obtained - Improved building safety, neighborhood conditions, and overall community safety
Need	Garbage (including recycling)	- Work with service providers to review and improve service levels - Plan for long-term operation of the transfer station and recycling programs - Look for efficiencies through coordination and regional partnerships	- Reliable service delivery - Increased recycling participation - Stable or reduced long-term costs

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Rank	Service Area	Action	Outcomes
Want	Parks (including pool)	- Review how parks and pool facilities are used - Plan improvements in phases to manage costs - Coordinate maintenance and capital work across departments - Seek grants and partnerships to support projects - Maintain planning documents (PROS Plan) and priorities with the assistance of Parks & Open Space Committee - Identify locations and uses for future parks in coordination with community input and growth planning	- Increased use of parks and facilities - Projects completed as planned - Additional grant or partnership funding secured - Park investments aligned with community priorities
Want	Sidewalk Maintenance	- Inventory sidewalks and assess conditions - Prioritize repairs based on safety and accessibility - Coordinate sidewalk work with road and utility projects - Implement partnership program with homeowners - Create walkability plan to identify gaps and improve elements such as crossings, lighting, and wayfinding	- Fewer damaged or unsafe sidewalks - Improved accessibility throughout the city - Improved pedestrian safety and ADA accessibility citywide - Improved access to neighborhoods and community destinations
Want	Public Facilities	- Plan for maintenance and replacement of City buildings - Use space efficiently across departments - Improve safety, accessibility, and energy efficiency	- Reduced deferred maintenance - Lower long-term operating costs - Improved building safety and accessibility
Want	Roadway Improvements	- Plan road projects alongside utilities, sidewalks, drainage, and development - Coordinate with regional transportation agencies - Prioritize projects based on safety and condition - Strategically plant and manage trees with community advisement - Include multimodal features such as bus stops, benches, shade, signage, and lighting	- Completion of planned road projects - Improved traffic safety and road conditions - Improved support for multimodal transportation

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Want	Recreation Programs and Activities (including pool PROGRAMS)	• Regularly assess recreation needs for all ages • Expand programs through partnerships with schools and local groups • Plan staffing and facilities to support program growth	• Increased participation in recreation programs • Programs meet cost recovery or funding goals • Expanded recreational opportunities for all age groups
-------------	---	--	--