

**CITY OF PROSSER, WASHINGTON
601 7TH STREET
CITY COUNCIL CHAMBERS
CITY COUNCIL REGULAR MEETING
TUESDAY, FEBRUARY 12, 2008**

CALL TO ORDER

Mayor Warden called the Regular Meeting of Prosser City Council to order at 7:01 p.m.

ROLL CALL

Council Members Becken, Chambers, Everett, Poteet, Taylor, and Troemel were present.

CITIZEN PARTICIPATION

Larry Loges asked the Council to take Council Member Troemel's comments to heart. Council Member Troemel had suggested creating a committee to review the water tower project.

RECESS

At 7:06 p.m., Mayor Warden recessed the Regular Meeting of the Prosser City Council for a few minutes due to technical difficulties. At 7:10 p.m., Mayor Warden reconvened the Regular Meeting of the Prosser City Council.

MAYOR AND CITY COUNCIL REPORTS AND COMMENTS

Council Member Everett announced that elementary students will be at future meetings to lead the Pledge of Allegiance and asked the administration to have certificates available for students and for a picture to be taken for the City's website.

CONSENT AGENDA

Council Member Everett requested item J be pulled from the Consent Agenda.

A motion was made by Council Member Taylor, seconded by Council Member Chambers to approve Consent Agenda items A-I and K.

- a. Approve payment of payroll warrant nos. 20017 through 20067 in the amount of \$125,347.48 for the January 31, 2008 payroll.
- b. Approve payment of claim warrant nos. 60055 through 60171 in the amount of \$270,553.59 and the IRS Federal Tax Wire in the amount \$41,803.26 for the period ending February 12, 2008.
- c. Approve the City Council Minutes for the City Council meeting of December 4, 2007.
- d. Approve the City Council Minutes for the City Council meeting of December 11, 2007.
- e. Approve the City Council Minutes for the City Council meeting of December 20, 2007.
- f. Approve the City Council Minutes for the City Council meeting of January 2, 2008.

- g. Approve the City Council Minutes for the City Council meeting of January 8, 2008.
- h. Approve the City Council Minutes for the City Council meeting of January 22, 2008.
- i. Approve the 05-2524 interfund loan payment summary beginning January 1, 2006 and ending December 31, 2007.
- k. Accept the monthly report by Prosser Economic Development Association for the month January 2008 and authorize payment for those services in the amount of \$2,166.66.

Motion carried unanimously.

CONSENT AGENDA ITEM J

A motion was made by Council Member Everett, seconded by Council Member Taylor to approve Consent Agenda tem J.

- j. Confirm the recent appointments to various Boards, Commissions, and Committees.

Motion carried unanimously.

WASHINGTON STATE AUDITOR'S EXIT CONFERENCE REGARDING THE 2006 AUDIT

Washington State Auditor Carol Ehlinger explained that Washington State Auditor Lisa Roundy was the lead auditor on the City's 2006 annual audit. She went on to explain that Ms. Roundy was at training and could not be present to conduct the Exit Conference.

Washington State Auditor Kent Zirker gave a presentation to Council regarding the 2006 audit. He explained the various areas that were reviewed for accountability and compliance with State laws and regulations and the City's policies. He said the following areas were reviewed based upon constituent referrals:

1. Conflict of interest
2. Building and occupancy permits
3. Business registration
4. Credit cards
5. Utility billing
6. Contracts and agreements
7. Public Disclosure Act
8. Travel expenditures
9. Gifting of funds and resources

Almost 20 constituent referrals were received from six different individuals. Council asked for an accounting of how many hours the audit increased and the costs associated with such increases due to constituent referrals. Ms. Ehlinger said she would get Council the information at a later date.

Mr. Zirker reviewed the exit notes that had been issued and then reviewed the finding issued for credit card usage. Since the credit card usage was a management letter in the prior year it became a finding for the current audit.

Mayor Warden said that the creation of a City Clerk will directly impact six of the twelve exit notes and that the credit card finding had already been resolved by adopting a new ordinance.

Council Member Troemel said he doesn't think there should be repeat issues.

ADOPT RESOLUTION AUTHORIZING THE SUBMITTAL OF AN APPLICATION TO THE U.S. DEPARTMENT OF AGRICULTURE, RURAL UTILITIES PROGRAM, FOR A LOAN OR GRANT IN THE AMOUNT OF \$82,751 AS PART OF THE VILLAGE PARK SUBDIVISION WATER SYSTEM IMPROVEMENT PROJECT COST OF \$484,949

A motion was made by Council Member Taylor, seconded by Council Member Chambers to adopt Resolution No. 08-1234. Motion carried unanimously.

CONDUCT MEETING WITH THE PROPONENT FOR ANNEXATION OF PROPERTY LOCATED NORTH OF I-82, SOUTH OF THE BNSF RAILWAY LINES AND EAST OF HOGUE CELLARS

Jerry Johnson of Conifer Pacific stated that he would like the land annexed into the City of Prosser. City Attorney Saxton followed up by saying that he would like to add "including roads" to the motion.

A motion was made by Council Member Everett, seconded by Council Member Taylor to approve the circulation of a petition for annexation as geographically proposed, including roads, require the simultaneous zoning of the property, and that the annexed property is subject to the existing city indebtedness. Motion carried unanimously.

DRAFT DECEMBER 2007 FINANCIAL STATEMENT

A motion was made by Council Member Troemel, seconded by Council Member Everett to approve the draft December 2007 Financial Statement. Motion carried unanimously.

INTERLOCAL AGREEMENT WITH PROSSER SCHOOL DISTRICT REGARDING MAINTENANCE OF A GENERATOR FOR EMERGENCY PURPOSES

Council asked why other entities aren't sharing in the cost for maintenance of the generator at the school for emergency purposes especially if it has not even been used.

Public Works Director DaCorsi explained that testing needs to be done throughout the year. The generator at Housel Middle School will be used to run the facility for disaster purposes or emergency use.

A motion was made by Council Member Taylor, seconded by Council Member Everett to approve the Interlocal Agreement with Prosser School District regarding maintenance of a generator for emergency purposes until November 13, 2010, authorize the Mayor to sign the agreement, and direct the administration to find partners for sharing in the cost. Motion carried unanimously.

APPROVE TASK ORDER NO. 1-2008 WITH HUIBREGTSE LOUMAN & ASSOCIATES, INC.

A motion was made by Council Member Taylor, seconded by Council Member Chambers to approve Task Order No. 1-2008 with Huibregtse Louman & Associates, Inc. and authorize the Mayor to sign the task order. Motion carried unanimously.

2008 CITY COUNCIL PRIORITIES

Council discussed whether the order of priorities presented was listed in their preferred order. They agreed that item numbers 1 through 6 and possibly 7 were the top priorities and would be undertaken with time permitting. They did not have a specific order of preference for the top 6 or 7 priorities.

A motion was made by Council Member Taylor, seconded by Council Member Becken to leave items 1 through 7 as priorities and bullet point items 8 through 12. Motion carried unanimously.

The top 7 priorities are as follows:

1. Street Maintenance Chip Seal Program
2. Reconstruction of the Downtown Prosser Intersections at 6th and Bennett Streets and 6th and Meade Avenue
3. Reconstruction of Sheridan Avenue
4. EJ Miller Park Swimming Pool Reconstruction
5. North Prosser Water System (Tower)
6. City Right-of-Way Improvements to Chapman Lane in Conjunction with the Burlington Northern Santa Fe Railroad Signal Crossing Arms Installation in Support of the Walter Clore Wine and Culinary Center and Desert Wind Winery and the Lee Road Railroad Crossing Repairs
7. Police Department Space Needs Assessment, and Location and Construction of City of Prosser Police Facility

Other priorities are as follows:

- Street Vehicle License Fees as a Revenue Source for Street Improvements
- Crawford Park; Boat Dock Repair
- Mid-Columbia Library – Prosser Branch. Repair, Maintenance and Expansion Needs
- Safe Streets to Schools Application (Sidewalks along Kinney Way)
- BI-PIN/SECOM Regional Police Communications, Record Keeping, and Emergency (911) Calls Program and the Installation of Fiber Optic Systems to Support the Systems

DISCUSSION, POSSIBLE DIRECTION AND ADOPTION OF CITY COUNCIL COMPREHENSIVE PLANNING WORK PROGRAM PRIORITIES

A motion was made by Council Member Taylor, seconded by Council Member Chambers to approve the priorities as set for the Comprehensive Plan. Motion carried unanimously.

The priorities are as follows:

1. The review of current and future residential, commercial, and industrial land use absorption patterns and needs. How much do we have of each; how much do we need?
2. Study and determine zoning and land use classifications to unclassified areas in the Urban Growth Boundaries.
3. Prepare an annexation strategy and plan. When is it appropriate to incorporate the existing Urban Growth Areas and in what sequence? How much each year, and in what order? Prepare a capital facilities plan with financing, if needed, to demonstrate proposed annexation areas can be served with water, sewer, public safety, parks and transportation networks and maintenance. What are the costs to serve the Urban Growth Area?

Additional priorities to be addressed based on the above analysis and directions:

4. Review previous draft parks and recreation elements from previous efforts addressed by citizen committees and the Recreation Board, which were not moved forward for adoption, and discuss parks plan needs for the future, including identification of additional playfields and open spaces.
5. Review current six-year street transportation element and then prepare a ten- and twenty-year transportation and circulation element keyed to serving the above.
6. Study affordable housing needs; prepare Affordable Housing plan. Consider housing set asides as a development requirement in certain instances. Which instances? If subdivisions or commercial or industrial development are of a certain size (dollar investment, number of houses, jobs created). A certain required dollar amount could be set aside in a fund to assist affordable housing development...or a percentage of the housing built could be required to be “affordable” based on a specific criteria.

ADD ON ITEMS

Council Member Chambers congratulated the administration for having as few findings and exit notes as the City had especially in light of being in the top tier of agencies for the number of records requests received. City Administrator Stouder explained the amount of time it takes to respond to requests. He also indicated that he’s preparing a report with estimates of time and costs.

Mayor Warden passed out applications received for the vacant City Council position and indicated that any additional applications received will be put in Council’s boxes on Friday.

ADJOURNMENT

There being no further business before the City Council, the Regular Meeting of the Prosser City Council was adjourned at 9:33 p.m.

Mayor Paul Warden

Attest:

City Clerk Cathleen Koch