

CITY OF PROSSER, WASHINGTON
601 7TH STREET
CITY COUNCIL CHAMBERS
CITY COUNCIL WORK SESSION
TUESDAY, MAY 1, 2012

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Noah Blount, Rachel Blount, and Boys and Girls Club Members of the Month Ruben Mendoza and Jennifer Hurtado.

ROLL CALL

Council Members Rainer, Elder, Everett, Taylor, Troemel, and Becken were present. Council Member Hamilton requested an excused absence.

Mayor Warden read proclamations honoring former Mayor Bob White and City Administrator Charlie Bush.

Mayor Warden presented City Administrator Bush with a farewell card and thanked him for his countless contributions and service to the community and wished him all the best in his new endeavor.

DISCUSSION ITEMS

Historic Downtown Prosser Association 2011 Annual Review

Alisa Groenen, Executive Director Historic Downtown Prosser Association (HDPDA) provided Council a power point presentation and handed out the Annual Report for 2011. Ms. Groenen reviewed the accomplishments of the organization and the work completed by the committee for the year.

Council Member Troemel thanked Ms. Groenen and the HDPDA committee for all their hard work and commitment to the community.

Prosser Economic Development Association Quarterly Update Presentation

Jane Hagarty, President Prosser Economic Development Association (PEDA) thanked the Council and City staff for the continued support and partnership with PEDA. Mrs. Hagarty handed out the 2012 – 2022 Strategic Business Plan and thanked Council for allowing Deb Heintz, Executive Director to deviate PEDA's focus on the Walter Clore Wine and Culinary Center during the development stages of the project.

Mrs. Heintz thanked Council for the partnership and passed out the 2011 Annual Report. Mrs. Heintz reviewed PEDA's new mission statement and discussed key achievements as well as current projects.

City Administrator Bush thanked Mrs. Heintz as well as PEDA President Jane Hagarty and Vice President Dr. Robert Stevens for the on-going working relationship and aggressive promotion of Prosser.

Joint City of Prosser and School District Sign

Steve Zetz, City Planner advised the City had been contacted with a proposal for an electronic reader board sign with a Pepsi logo on it to display shared information between the City of Prosser and the Prosser School District. There was discussion about the placement of the sign in the City's right-of-way in the Depot parking lot and how the recently adopted Sign Code could potentially impact the placement and sign design. Discussion ensued regarding the logo advertisement on the sign as well as maintenance improvements if the sign were to be placed in the City's right-of-way. Council directed staff to bring back conceptual drawings to review at a future Council meeting for consideration.

Shared Services

City Administrator Bush briefed Council on meetings City staff recent had with representatives from the Prosser School District, Benton Public Utility District (PUD), Prosser Memorial Hospital and the Port of Benton on the concept of sharing services. The goals of this effort were

to reduce costs through improvement of service efficiencies and effectiveness as well as reduction of duplication. Mr. Bush reviewed possible opportunities and requested Council to provide direction on whether to continue to pursue the partnerships. Council directed staff to continue look into potential collaboration efforts and report back at a future Council meeting.

Microflex Inc., Agreement

Toni Yost, Finance Manager advised City staff have been working on an Agreement with Microflex, Inc. to provide for sales tax and business license auditing services. Mrs. Yost briefed Council on the methods Microflex Inc. uses to work with businesses to amend returns and education efforts prior to future reporting. There was discussion regarding the costs associated with the auditing service and revenues collected. Mrs. Yost advised sales tax receipts account for nearly 25% of the General Fund revenue and any recovered missing revenue will help preserve vital services. Council commended staff for their efforts in collecting references from other cities on the level of service provided by Microflex Inc. Council directed staff to prepare the item for the May 8, 2012 City Council meeting for consideration.

Donation of Six Directional Signs to the City of Prosser from the Prosser Economic Development Association

Steve Zetz, City Planner advised the City was approached by citizens and business owners after the placement of billboard signs in the City right-of-way. In hopes to remedy the issue, the Sign Committee was formed and has recently developed a system of directional signage that would benefit all businesses in Prosser and prevent future sign clutter. The proposed sign system does not advertise a specific business but rather districts within Prosser. Individual businesses are encouraged to advertise their business as being located within the district. Additionally the system provides a fair way to utilize the right-of-way without advertising a specific business. There was discussion regarding the placement of the signs as well as the stages of the various phases of the project if Council desired to accept a donation of the six directional signs. Mr. Zetz further explained the Prosser Economic Development Association (PEDA) has collected funds and commitments from various business owners and interested citizens and will be purchasing the signs on their behalf. PEDA will then donate the signs to the City of Prosser for placement within the right-of-way. Mr. Zetz provided an overview of the results from the Sign Committee's signage study and proposed design concepts.

Deb Heintz, PEDA Executive Director advised Council PEDA is currently awaiting a sample kit from the vendor on color schemes for the signs.

Council directed staff to bring back the item for consideration and possible action at a future City Council meeting.

Donation of Land to the City of Prosser located in Painted Hill Subdivision by Larry and Sandra Federspiel

Steve Zetz, City Planner advised the City has received a quit claim deed gifting two parcels of land to the City. The gift does not come with any restrictions on use. The parcels are located in the Painted Hills subdivision south of Highway 22 east of Kinney Way, north of Concord Way. Currently the lots are vacant and are approximately 2.16 acres in size combined. Council inquired about the continued maintenance that would need to be taken over on the property and whether or not the gift would serve as a benefit or a liability. There was discussion regarding potential development of a future park and accessibility to the property. Staff advised it is their recommendation if Council chooses to accept the gifting of the property, to leave it in its native state and not develop it at this time. Council directed staff to bring back the item for Council consideration at the May 8, 2012 City Council meeting.

At 8:11 p.m., Mayor Warden announced Council would take a 5 minute recess. At 8:16 p.m., Mayor Warden reconvened the Work Session of the Prosser City Council.

EXECUTIVE SESSION

At 8:17 p.m., Mayor Warden recessed the Work Session of the Prosser City Council to conduct an executive session pursuant to RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial

consequence to the agency. The session was to include the Mayor and Council Members, City Administrator, Deputy City Administrator, City Clerk, City Attorney, and Finance Manager. The executive session was expected to last for a time period of 5 minutes.

At 8:22 p.m., Mayor Warden reconvened the Work Session of the Prosser City Council and stated no action had occurred in the Executive Session.

At 8:22 p.m., Mayor Warden recessed the Work Session of the Prosser City Council to conduct an executive session pursuant to RCW 42.30.110(1)(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. The session was to include the Mayor and Council Members, and the City Attorney. The executive session was expected to last for a time period of 10 minutes.

At 8:32 p.m., City Attorney Saxton stated an additional 10 minutes was needed.

At 8:34 p.m., Mayor Warden was excused from the Executive Session.

At 8:42 p.m., City Attorney Saxton stated an additional 10 minutes was needed.

At 8:52 p.m., City Attorney Saxton stated an additional 10 minutes was needed.

At 9:02 p.m., Mayor Warden reconvened the Work Session of the Prosser City Council and stated no action had occurred in the Executive Session.

DISCUSSION ITEMS

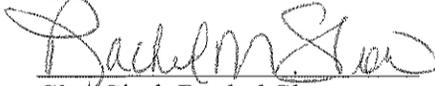
Leadership Team

The item for discussion was removed from the agenda.

ADJOURNMENT

There being no further business before the City Council at this time, the Regular Meeting of the Prosser City Council was adjourned at 9:03 p.m.

Attest:


City Clerk Rachel Shaw




Mayor Paul Warden