

**CITY OF PROSSER, WASHINGTON  
601 7<sup>TH</sup> STREET  
CITY COUNCIL CHAMBERS  
CITY COUNCIL WORK SESSION  
TUESDAY, JUNE 4, 2013**

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ROLL CALL**

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

Others in attendance were City Clerk Shaw, Public Works Director DaCorsi, Finance Director Mauras, and City Attorney Saxton.

**MAYOR AND COUNCIL REPORTS AND COMMENTS** (None)

**DISCUSSION ITEMS**

***Grant Writer Quarterly Presentation***

Sue Jetter provided a brief overview of the second quarter Grant Writer Report. Ms. Jetter reported she had been working with the City to identify recreation grants for park improvement. There was discussion regarding the COPS grant application submitted for the School Resource Officer. Ms. Jetter advised the City should hear back by November whether or not the City was the grant award recipients.

***Prosser Economic Development Association Quarterly Presentation***

Deb Heintz Executive Director thanked Council for their continued support of the Prosser EDA. Mrs. Heintz discussed PEDDA's second quarter accomplishments and upcoming developments. Additionally Mrs. Heintz reported positively on the Walter Clore and Culinary Center's construction kick-off meeting. Mrs. Heintz expressed her gratitude to Ms. Jetter for her hard work on the Walter Clore and Culinary Center and discussed the benefits the Center will offer the Prosser Community upon completion.

***Proposed Draft 6 – Year Transportation Improvement Program (STIP) 2014 – 2019***

Public Works Director DaCorsi provided an overview of the 6-Year Transportation Improvement Program for 2014 – 2019. There was discussion regarding critical project areas namely 7<sup>th</sup> Street, and classification or designation given by Washington State Department of Transportation (WSDOT). Discussion ensued regarding the projects and listed priorities including the prioritization of the Wine Country Road/Merlot Drive/Gap Road intersection. Council concurred they were not opposed to the project being on the STIP, however should not be a priority over other projects.

Mr. DaCorsi advised he will make the changes to the document as requested by Council and schedule a Public Hearing on June 25, 2013 to receive public comment on the document. Council action to adopt the 6-Year TIP 2014 – 2019 by resolution will be brought back for Council consideration at that meeting as well.

*[Clerk's Note: The Executive Session was moved up on the agenda to accommodate Mr. Kevin Wesley. Discussion Items 7d and 7e were considered after Executive Session.]*

### **EXECUTIVE SESSION**

At 7:41 p.m., Mayor Warden recessed the Regular Meeting of the Prosser City Council to conduct an executive session pursuant to RCW 42.30.140(1)(a) collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b), that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress. The session was to include Mayor and Council Members, City Clerk, Finance Director, and City Attorney. The session was expected to last for a period of 10 minutes.

At 7:51 p.m., City Clerk Shaw stated an additional 5 minutes was needed.

At 7:56 p.m., City Clerk Shaw stated Council was to take a 2 minute recess.

At 7:58 p.m., Mayor Warden reconvened the Regular Meeting of the Prosser City Council and stated no action occurred.

### **DISCUSSION ITEMS (cont.)**

#### ***Amending Section 1 of Ordinance No. 2755 to Add a Cap of \$100 to the Current 5% Late Penalty Charged to Utility Customers Who Do Not Pay Their Utility Bills on Time***

Finance Director Mauras explained at the May 28, 2013 City Council meeting, Council directed staff to bring the item back for discussion during a Work Session. Currently the City charges a flat 5% late penalty to utility customers. The proposed changes to the ordinance will cap the late penalty that can be charged to 5% or \$100.00, whichever is less.

Council discussed the penalty fee and how often is staff dealing with extenuating circumstances that generate late fees.

Finance Director Mauras suggested instead of bring requests for exceptions to the full Council, bring it before the Budget and Finance Committee for consideration.

#### ***Amending the Elderly Low Income Section of Utility Code Contained in PMC 13.10.380 and Adding a Late Penalty Waiver to PMC 13.10.150***

Finance Director Mauras explained at the May 28, 2013 City Council meeting, Council directed staff to bring the item back for discussion during a Work Session. In order to receive the Elderly Low Income (ELI) discounted rate, staff request customers provide the City a copy of required

documents needed to process the application including a current W2 form. However, employers are not required to provide W2's until January 31<sup>st</sup>; subsequently, many residents do not file their taxes until February or March. Due to the current application deadline outlined in the Code, staff is recommending an amendment in order to avoid continued billing adjustments to the January statements of utility customers who apply for ELI. The proposed ordinance changes the application deadline date to March 31<sup>st</sup>. This will eliminate retro-active adjustments made by staff and also provide better customer service.

The other proposed change to the ordinance allows any person to waive their utility late penalty once in any 36 month period.

Council requested staff to bring back information regarding the when the late fees were implemented and directed staff to separate the two proposed changes to the ordinance and bring back at a future meeting for Council consideration.

**ADJOURNMENT**

There being no further business before the City Council at this time, the Work Session of the Prosser City Council was adjourned at 8:28 p.m.

  
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Mayor Paul Warden

Attest:

  
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City Clerk Rachel Shaw

