

**CITY OF PROSSER, WASHINGTON**  
**601 7<sup>TH</sup> STREET**  
**CITY COUNCIL CHAMBERS**  
**CITY COUNCIL REGULAR MEETING**  
**TUESDAY, JULY 12, 2011**

**CALL TO ORDER**

Mayor Pro Tem Taylor called the Regular Meeting 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 Everett, Troemel, Becken, Poteet, Chambers and Rainer were present. Mayor Warden requested an excused absence.

**CITIZEN PARTICIPATION**

(None)

**MAYOR AND CITY COUNCIL REPORTS AND COMMENTS**

Council Member Troemel stated his concern regarding over-grown weeds located on Wine Country Road. City Administrator Charlie Bush advised City staff have been addressing weed issues up and down Wine Country Road. The owner of the property has passed away therefore City staff have been working with family members to address the problem.

Council Member Becken inquired about the excessive yard sale signs that litter the Right-of-Way and City Streets and remain up after the yard sale has taken place. There was discussion regarding the Yard Sale Permit process and the ability to inform members of the community at the time the application is submitted, of their responsibility to pick-up their signs afterwards. Council concurred they would like City staff to enforce the City's sign code and be more proactive in picking-up and discarding the signs in the event that they are still up after the event have taken place.

Council Member Chambers provided positive feedback of his recent experience at the Prosser Aquatic Center (PAC) over the 4<sup>th</sup> of July weekend as well as that which he has heard voiced in the community.

**REPORT FROM THE CITY ADMINISTRATOR**

***U.S. Census Report Update***

City Planner Steve Zetz provided an update on the U.S. Census Report. Mr. Zetz advised at this time not all of the information has been released from the Census. The City of Prosser's population has seen a 18.1% growth increase since 2011. The City went from 4,838 in 2000 to 5,714 in 2010, an increase of 876. In that same time period 81 single family homes have been added. Benton County was reported to have been one of the Counties in the State that grew the most at 15 – 20% increase over the 10 year period. Council agreed they would like City staff to bring back a more detailed report as the information is made available. City Administrator Bush advised once the U.S. Census releases the full report, City staff will review the information to evaluate what is changing amongst the community and better determine and adjust the service needs as needed. That report will be forthcoming at a future City Council meeting.

***Prosser Aquatic Center (PAC) Attendance Numbers***

Deputy City Administrator/Finance Director Cathleen Koch advised the daily attendance numbers for the Prosser Aquatic Center (PAC) have been very high in the one month that the facility has been open. With the exception of one day, the PAC has seen an average of between 100 – 300 attendees and on July 6<sup>th</sup> the PAC saw over 500. Council inquired on the total capacity of the facility. City staff advised the number for inside the fencing has not yet been calculated however the capacity for both pools in the water is over 400. There was discussion regarding lockers for the PAC and if there had been any feedback from patrons on lockers not being available. No negative feedback has been received to date; some patrons have been utilizing bags that are kept near the Lifeguard lockers in the bathhouse.

**CONSENT AGENDA**

Mayor Pro Tem Taylor acknowledged a letter that was submitted to the City on July 12, 2011 by Michael J. Bradshaw in regards to the Sacred Heart Parish Latin Festival due to take place on Sunday, August 7, 2011.

Council Member Poteet removed Item "A" from the Consent Agenda. A motion was made by Council Member Poteet, seconded by Council Member Chambers to approve Consent Agenda Items "B-F". Motion passed 7 YES, 0 NO, 0 ABSENT.

- b. Approve Payment of Payroll Checks Nos. 501890 through 501892 in the Amount of \$2,219.11 and Direct Deposits in the Amount of \$11,904.95 for the Period Ending June 15, 2011
- c. Approve Payment of Payroll Checks Nos. 501893 through 501935 in the Amount of \$41,249.09 and Direct Deposits in the Amount of \$98,706.00 for the Period Ending June 30, 2011
- d. Accept Monthly Report by Prosser Economic Development Association for the Month of June 2011 and Authorize Payment for those Services in the Amount of \$2,166.66
- e. Accept Invoice for Operation of the Visitor Information Center and Reimbursable Tourism and Promotional Expenses for the Month of June 2011 and Authorize Payment for those Services in the Amount of \$5,500
- f. Approve Special Event Application for the Sacred Heart Parish Latin Festival

A motion was made by Council Member Poteet, seconded by Chambers to pull check #67267 from the Claim Checks and otherwise approve Consent Agenda Item "A". Motion passed. 7 YES, 0 NO, 0 ABSENT:

- a. Approve Payment of Claim Check Nos. 67184 through 67266 and 67268 through 67279 in the Amount of \$253,148.32, DOR Electronic Payment in the Amount of \$2,029.65 and IRS Federal Tax Wires in the Amount of \$44,835.04, for the Period Ending July 12, 2011

**COUNCIL ACTION****ORDINANCE NO. 11-2737 ESTABLISHING A PERMIT PROCESS FOR SPECIAL EVENTS**

A motion was made by Council Member Becken, seconded by Council Member Poteet to adopt Ordinance No. 11-2737 establishing a permit process for special events. Motion passed 7 YES, 0 NO, 0 ABSENT.

**ORDINANCE NO. 11-2738 RE-ENACTING PROSSER MUNICIPAL CODE SECTION 10.04.299**

A motion was made by Council Member Becken, seconded by Council Member Poteet to adopt Ordinance No. 11-2738 re-enacting Prosser Municipal Code Section 10.04.299. Motion passed 7 YES, 0 NO, 0 ABSENT.

**DISCUSSION ITEMS*****iPads for Council Members***

City Clerk Rachel Shaw reported each Council Member has had the opportunity to use the iPad 2 and provide feedback. Clerk Shaw stated the current cost of the iPad 2 is \$499.99 per unit which would amount to approximately \$4,000.00 total for the Mayor and Council Members. City staff conducted a cost estimate to identify the cost of printing paper packets including the copy machine lease and maintenance costs over a one year period. Approximately \$4,193.45, not including staff time was calculated. It is estimated there will be a cost savings in staff time realized once the new methods have been learned. The iPads are anticipated to last 3 – 5 years; after the first year the City would see a savings from this project of approximately \$4,000.00. Council directed staff to bring it back to a future Council meeting for consideration. City

Administrator Charlie Bush advised there is no money in the current budget to purchase the devices however staff will budget to purchase them in the 2012 Budget unless Council directs otherwise. Council directed staff to budget for the purchase in the 2012 Budget and bring back the item at a Council meeting shortly after the first of the year for consideration.

**EXECUTIVE SESSION**

At 7:25 p.m., Mayor Pro Tem Taylor recessed the Regular Meeting 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 expected to last 5 minutes and included the Mayor Pro Tem Taylor and Council Members, City Attorney, City Administrator, Deputy City Administrator/Finance Director, and City Clerk.

At 7:30 p.m., Mayor Pro Tem Taylor reconvened the Regular Meeting of the City Council and stated no action had occurred in the Executive Session.

**ADJOURNMENT**

There being no further business before the City Council at this time, the Regular Meeting of the Prosser City Council was adjourned at 7:30 p.m.

Attest:

*Rachel Shaw*

City Clerk Rachel Shaw



*Paul Warden*

Mayor Paul Warden