

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

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, Troemel, Hamilton, and Becken were present.

MAYOR AND CITY COUNCIL REPORTS AND COMMENTS

Council Member Troemel inquired about the placement of signs near the entrance of Farmer's Market at City Park for more visibility.

Council Member Hamilton reported on weed complaints on Byron Road and the 1900 block of Highland Drive. He also inquired into the status of the citizen request for a fence around the skate park.

Interim City Administrator Cathleen Koch stated a group of volunteers from the Latter Day Saints (LDS) Church contacted the City and are looking into the project and will report back.

Mayor Warden reported on a luncheon he attended with Governor Gregoire along with the Washington State Department of Ecology at the Walter Clore Wine and Culinary Center.

REPORT FROM THE CITY ADMINISTRATOR

Interim City Administrator Koch reported staff is working on the details of the dispatch transition and will be providing an update on that as well as the Southeast Communications (SECOMM) and Bi-County Police Information Network (Bi-PIN) Records Management Interlocal Agreement at a future City Council meeting. The City is still on track to move forward with the Dispatch transition to SECOMM and staff is gathering 9-1-1 educational materials to provide to the public prior to the transition.

DISCUSSION ITEMS

Amendment to the Special Events Permit Ordinance

Steve Zetz, City Planner discussed the proposed amendment to the Special Events Ordinance. Staff has worked closely with applicants and event organizers and has gained valuable feedback on the fees and process for permitting. Staff has met to discuss the feedback and will be proposing some changes to the Ordinance. The current permit requires a \$250.00 fee at the time of application and must be submitted sixty days in advance to the event. Additionally notification must be made to surrounding property owners within three hundred feet of the event parcel. Event organizers have stated that these fees and requirements discourage smaller event from taking place.

There was discussion on background of the fee amount and Council requested staff bring back a matrix to establish thresholds that trigger certain fees including a notification timeline. Discussion continued regarding the timeline to process the event permit application was sufficient and whether a park lease agreement should be considered. Council directed staff to bring back a matrix, draft park lease agreement and revised notification timeline for consideration at a future City Council meeting.

Locking Mailboxes in Subdivisions Requirements

City Planner Zetz advised due to recent criminal activity in the City of Prosser, staff has considered implementing preventative measures in residential subdivision development standards as a way to be proactive in crime prevention. Theft from mailboxes has resulted in citizens of Prosser having their personal information compromised as well as being victims of theft through the loss of checks and other monetary or negotiable instruments. Staff believes that requiring locking mailboxes in all new subdivisions and new residential construction where

existing mailboxes are not present will greatly reduce the number of victims of theft and identity theft. The developer would be required to install them consistent with the requirements established by the United States Postal Service at the time of subdivision. This requirement would also apply to Planned Area Development and Planned Unit Development.

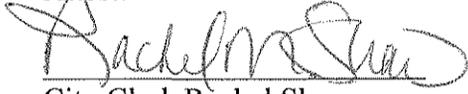
Council directed staff to bring back more detailed information at a future City Council meeting for consideration.

ADD ON ITEMS (None)

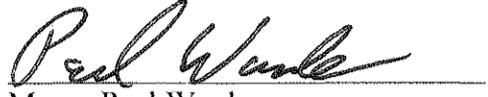
ADJOURNMENT

There being no further business before the City Council at this time, the Work Session of the Prosser City Council was adjourned at 7:40 p.m.

Attest:


City Clerk Rachel Shaw




Mayor Paul Warden