



CITY OF PROSSER

Washington

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April 2, 2024

Re: Benton County Courthouse Shared Use / Operation Costs Discussions

The purpose of our meetings is to hold conversations regarding the possible sharing of space and operation costs between the City of Prosser and Benton County at the Benton County Court House.

The first several questions are for each property we are reviewing

1. What are your long term plans for the Benton County Court House property?
2. Is the property available for purchase?
3. Is the property available for a long term lease (25+ years)?
4. Are there building or business operational costs we can share? (We plan to hold a meeting specific to identifying business or operational costs that may be shared).

The following questions are specific to the Benton County Court House

1. What is the long term plan for the Annex Building?
2. Is it feasible for the City and County to collaborate on an expansive renovation of the Annex building?
3. Is it feasible to build a parking structure in the south parking lot or other parking areas?
4. Would parking lots / areas be designated for specific use?
5. How could janitorial staffing and supply be shared?
6. Who is responsible for facility maintenance both interior and exterior of the building?
7. Responsibility of the exterior grounds?
8. Is the Commissioners Hearing Room available for City Council meetings?
9. If not, is the conference room area on the first floor sufficient in space and technology in order to be converted into Council Chambers?
10. Is there an opportunity to discuss / execute interior office modifications to the facility to accommodate City organization needs and functions?



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11. Is partnering feasible regarding IT services, office equipment, such as copy machines, large map printers, etc.?

12. Can we collaborate on a reception and/or meet and greet area?