

# **Tonasket Parks and Recreation Board**

Wednesday, Feb 20th, 2019 at 6:45 PM

In the District Office of the Tonasket School District

## **Call to Order**

Meeting called to order at 6:47 pm with Jordon Weddle, Rick Massey, Billie Attwood, Dave Stangland and Stacey Kester present. Billie Attwood arrived at 6:52.

## **Public:**

Rachel Lacey with TPIC

Justin H. and Shane S. Tonasket Little League baseball

## **Consent Agenda**

- Minutes of previous meeting (attached)
- Minutes reviewed and edited. Dave moves to accept the minutes as amended, Stacey seconds, minutes passed.

## **Hearing from individuals or groups (public comment)**

*The Board welcomes all present to this meeting. Anyone wishing to speak on an issue not on the agenda will be invited to speak once for up to three minutes. We may or may not discuss your issue at this meeting, more likely we will place it on a future agenda. Though we are unlikely to take any action this evening, we are very interested in hearing your comments.*

## **Agenda**

### **Old Business**

- From the Okanogan County Auditor - Positions up for election this fall
  - 2019 Odd-Year Election Questionnaire - sent to county

### **New Business**

- Update from Tonasket Junior Baseball - Justin H. and Shane S.
  - Signed agreement with the RCO
  - Applying for an EIN number and a non profit designation.
  - Would like to have a meeting with soccer because of the impacts. Other organizations to include would be the city (Kriner & Sackman), TPRD (Kester & Weddle motioned and approved as the liasons) and TPIC. TPRD will set up a meeting of the minds for mid March.
- Update from TPIC - Rachel L
  - Equipment has been ordered and will ship Feb 25. Will arrive 5-7 days later - early march.
  - Work party in early March. Masons will have an April 4th work party.
  - TPRD will post announcements on the website
- Election of officers/positions for Tonasket Park and Recreation District - 2019  
Current List of Officers  
President Jordon Weddle  
Vice President Billie Attwood

Treasure Dave Stangland  
 Public Records Billie Attwood  
 Secretary Rick Massey and Stacey Kester

Dave motioned for everyone to remain in their current positions, Billie seconded, passed unanimously.

- The hiring process for this season's Pool manager.

City moved to advertise the pool manager position for the coming year without notifying the previous pool manager or the Tonasket Parks and Recreation district. Steve Sackie the previous pool manager requested the a meeting with the city. Billie and Jordon were in attendance as community members. The previous pool manager did not communicate with the city that he would be coming back for the next year. At the conclusion of the meeting the city has decided to repost all positions at the pool each year.

The pool manager position has been advertised in the paper. The city pool manager position application deadline is March 15th. The lifeguard application deadline is March 29. Stacey motioned to have Billie and Dave be present in the hiring process and Stacey is an alternate, Billie seconded, passed unanimously.

- Possible swimming lessons for the 4th and 5th grade classes at the end of the School Year.
- Jordon has been speaking with Scott Olson about free swimming lessons for the 4th and 5th grade classes.
- Rick motioned for Jordon to seek funding for free swimming lessons for the 4th grade lesson, Dave seconds, passed unanimously.
- Looking into water aerobics classes
- Put pool projects (shade, benches, AED) on next month's agenda. Dave agreed to call Joe regarding shade and benches.
- Invoices from the City

Invoices from city for the month of Feb. Attached copies

Midway	Screws	154.89
PUD	Utilities	51.42
Frontier	Phone	47.18
OC Public Health	Permit	300.00
Allen's Auto	Drill Bit	30.96
Total		584.45

Vcert

City of Tonasket	Professional SVCS	398.60
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City Tonasket	Supplies to Hang Rack (Which will come out of TSPA)	185.85
District bills	Onyx, google drive	519.84
Total		1,104.29

Billie motioned to approve payment of District and City of Tonasket bills, Stacey seconds, motion passed.

- Parks and Rec Bills  
See above
- Department of Enterprise Services - Energy Savings Project (ESCO)  
DES-ESCO representative is coming to the hospital. Jordon wants look into possible opportunities for the pool.
- SAO Annual Report  
Still in progress.
- Website updates - front page  
Changes are coming, Jordon will update
- Vision/Plans for the coming year?  
- Looking into park info board as part of the "Perfect Passage".

**7:45 pm - Executive Session Yes ( ) No ( X )**  
*(If yes, see the following page for checklist and tips)*

**Adjourn**

Dave moves to adjourn, Rick seconds, motion passed. Meeting adjourned at 9:26 pm

**Meetings are scheduled for the 3rd Wednesday of every month at District Office of the Tonasket School District at 6:45 pm**

2019 Schedule: Jan 16th, Feb 20th, Mar 20th, Apr 17th, May 15th, Jun 19th,  
Jul 17th, Aug 21st, Sept 18th, Oct 16th, Nov 20th, Dec 18th

**Executive Summary Checklist**

*(From [MRSC.org](http://MRSC.org))*

	Requirement	X
<b>Meeting</b>	An executive session can only be held as part of a regular or special meeting.	
<b>Purpose</b>	The presiding officer announces in open session the purpose of the executive session.	
<b>End Time</b>	The presiding officer announces in open session the time the executive session will end.	
<b>Legal Counsel</b>	Legal counsel is present during the executive session, if required.	

<b>Confidentiality</b>	At the start of the executive session, participants are reminded that discussions are confidential.	
<b>Topics</b>	<b>Local governments can discuss the following topics set forth in RCW 42.30.110(1) in executive session:</b>	
	• Matters affecting national security. RCW 42.30.110(1)(a)(i).	
	• Infrastructure and security of agency computer and telecommunications network. RCW 42.30.110(1)(a)(ii). <i>See back of the page.</i> Note: Requires presence of legal counsel.	
	• Real estate sale, purchase, or lease if a likelihood that disclosure would increase the price. RCW 42.30.110(1)(b), (c). If agency is seller/lessor, only minimum price may be discussed & factors influencing price must be discussed in public session. <i>Columbia Riverkeeper v. Port of Vancouver.</i>	
	• Consideration of the minimum offering price for sale or lease of real estate if there's a likelihood that disclosure would decrease the price. RCW 42.30.110(1)(c). <i>See back of page.</i> Note: Final action selling or leasing public property must be taken in open session.	
	• Negotiations on the performance of a publicly bid contract. RCW 42.30.110(1)(d). <i>See back of the page.</i>	
	• Complaints or charges brought against a public officer or employee. RCW 42.30.110(1)(f). Note: At accused's request, discussion must be in open session.	
	• Qualifications of an applicant for public employment. RCW 42.30.110(1)(g). <i>See back of page</i>	
	• Performance of a public employee. RCW 42.30.110(1)(g). <i>See back of page.</i>	
	• Qualifications of an applicant/candidate for appointment to elective office. RCW 42.30.110(1)(h). <i>See back of page.</i>	
	• Agency enforcement actions. RCW 42.30.110(1)(i). <i>See back of page.</i> <b>Note: Requires presence of legal counsel.</b>	
	• Current or potential litigation. RCW 42.30.110(1)(i). <i>See back of page.</i> <b>Note: Requires presence of legal counsel.</b>	
	• Legal risks of current or proposed action. RCW 42.30.110(1)(i). <i>See back of page.</i> <b>Note: Requires presence of legal counsel.</b>	
<b>Extended End Time</b>	If the executive session is not completed by the originally announced end time, the presiding officer announces the extended end time in open session before returning to executive session	
<b>Resumption</b>	Open session is not resumed until after the announced end time.	

# PRACTICE TIPS\*

For Local Government Success



An executive session must begin after a regular or special meeting is convened and adjourn before the meeting ends. While an executive session will therefore always be a part of a regular or special meeting, it is possible to hold a special meeting for the sole purpose of holding an executive session.

To start, the chair must announce the executive session to those in attendance at the meeting, including: (1) the purpose of the executive session; and (2) the time when the executive session will end.

**Announced Purpose and Topics of Discussion:** The announced purpose of the executive session must be one of the statutorily-identified purposes for which an executive session may be held. The announcement must contain enough detail to identify the purpose as falling within the limits of the law.

***It would not be sufficient, for example, for a meeting chair to declare simply that the governing body will now meet in executive session to discuss "personnel matters."*** Discussion of personnel matters, in general, is not an authorized purpose for holding an executive session; only certain specific issues relating to personnel may be addressed in executive session.

**Attendance of legal counsel** – Legal counsel must be present at an executive session, either in person or remotely via a device that allows two-way communication, to discuss enforcement actions, current or potential litigation, or the legal risks of current or proposed action. "Potential litigation" means litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party; or the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity. Discussion of the "legal risks" of a current or proposed action can only occur in executive session if public discussion of those legal risks is likely to result in an adverse legal or financial consequence to the agency.

#### Notes for Specific Discussion Topics

- **Security of computer and telecommunications network** – Governing body may be briefed in executive session about agency cybersecurity issues or data breaches. If a data breach occurs, the agency must comply with breach notification requirements.
- **Contract Performance** – Review of contract performance of publicly bid contracts may only be discussed in executive session when public knowledge of such consideration would likely cause increased costs.
- **Qualifications of an applicant for public employment or review of performance of a public employee** – If the governing body elects to take final action regarding hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action must be taken in open session.
- **Qualifications of candidate for appointment to elective office** – Candidate interviews and final action appointing a candidate to elective office must be in an open public meeting.
- **Collective bargaining sessions** – Collective bargaining sessions with employee organizations are not subject to OPMA requirements and may occur in closed session without following OPMA procedures. This exemption applies to contract negotiations, grievance meetings, and discussions about the interpretation or application of a labor agreement or to that portion of a meeting when the governing body is planning or adopting its strategy during the course of any collective bargaining, professional negotiations, grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings in progress.

**Length of Session:** If the governing body concludes the executive session before the time stated, it should not reconvene in open session until the time stated. Otherwise, public may, in effect, be excluded from that part of the open meeting that occurs between the close of the executive session and the time when the chair announced the executive session would conclude. If the executive session is not over at the stated time, it may be extended only if the chair announces to the public at the meeting place that it will be extended to a stated time.

**Attendance:** Attendance at an executive session need not be limited to the members of the governing body. Persons other than elected members may attend the executive session at the invitation of the governing body. Those invited should have some relationship to the matter being addressed in the executive session, or they should be in attendance to otherwise provide assistance to the governing body. Note that if the stated purpose for the executive session is to discuss litigation or potential litigation with the governing body's attorney, the presence of persons at the session who are not governing body members or agency staff may waive the attorney-client privilege.

**Minutes:** Minutes are not required to be taken at an executive session. If minutes or notes are taken during an executive session, they may be subject to the disclosure requirements of the Public Records Act.

\*DISCLAIMER: These practice tips are meant to provide summary information on executive sessions; these tips are not intended to be regarded as specific legal advice. Consult with your agency's attorney about this topic as well.