

Tonasket Parks and Recreation Board

Wednesday, Jul 20th, 2022 at 6:45 PM

In the District Office of the Tonasket School District,
and ONLINE via Google Meet: meet.google.com/qkt-tcia-qwe
or phone:+1 470-241-5086 PIN: 848 422 354#

Call to Order 6:56 PM

Jordon Weddle, Dave Stangland, Concetta Mazzetti, Billie Attwood and Rick Massey

Consent Agenda

- [Minutes of previous meeting \(PDF Link\)](#)
- Concetta motioned to approve as corrected, Rick seconded by, motion carried.

Agenda

Hearing from individuals or groups (public comment)

The Board welcomes all present to this meeting. Anyone wishing to speak on an issue 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.

Finances

1. County Budget Reports (TBD)
 - a. [Revenue Summary](#)
 - b. [Expense Summary](#)
 - c. Both documents were reviewed by board members.
2. Treasurer
 - a. [Balance Report](#)
 - b. Current cash balance is at approximately 80k.
 - c. Previous balance 90k but bills were paid to the city.
3. US Bank Report
 - a. [Report](#)
 - b. Current balance 10k
4. Invoices and reports from the City (TBD)
 - a. [Revenue and Expense Report, Invoices from the City](#)
 - b. *Considerable amount of time was taken to decipher the city's accounting.*
 - c. *Bills and cash funds sheets are convoluted.*
 - d. *The board received a hodge-podge of receipts, payroll figures and cash revenue (hand written document) documents from the city. The board spent considerable time unraveling the documents and attempting to make sense of the ledger.*
 - e. *Phone and PUD were not paid from previous months as documented from bills sent to the board for the July meeting.*
 - f. *Ultimately the board would like the pool wages clearly defined.*
 - g. *Where did the 382.20 dollars come from? 116.24 is from paying our December bills in January. $382.20 - 116.24 = 265.96$*
5. Tonasket Park and Rec
 - a. Invoices TPRD?

Vendor	Amount
Payroll	12,634.96 - 3,232.79 = 9,402.17
Revenue	-2,979.00 + 116.24 = - 2862.76
Coleman Oil	44.22
WMS Aquatics	146.27
Lee Franks	16.48
Lee Franks	41.20
Lee Franks	76.15
Midway	10.29
Midway	3.90
Midway	5.16
Midway	.77
ODP	71.60
ODP	48.60
ODP	17.35
ODP	10.62
ODP	24.30
Ferrellgas	271.25
Excise Tax	399.70
ZiPLY	120.76
NRPA	99.00
Red Cross	287.00
PUD	1144.15
American Leak	\$514
Total	\$9892.18

Fiscal Revenue	+ 32233.62
Fiscal Expenditures	- 37736.91
Revenue offsetting Dec bills	- 116.24

Total	= - 5619.53
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Rick moves to form a subcommittee of Jordon and Concetta that will work with the city to clarify the amount owed to the city of Tonasket for the month of July. Concetta seconds. Motion passes unanimously.

Old Business

6. Pool Update

- a. Dave and Jordon met with Rene and Darren and we worked on a plan for fall maintenance.
- b. Jordan from American Leak Co. came out on July 7th, he found 22 places where the pool could be leaking. Leaks were found near the edge. Jordan speculated that would be sufficient for the pool current leaking status at 4000gal/day. A majority of leaks were found near the pool edges.
- c. Will need to remove all of the caulking and possibly repair the water stop this fall.
- d. Norm and Dave took a faulty gutter drain cover on the pool deck. The faulty cover and drain needed to be cleared/cleaned yearly.
- e. Swim team is potentially starting up, potentially 3 days a week.
- f. The slide is going well.
- g. The swimming lessons are going well.
- h. Previously the board contributed some charitable funds for swim lessons for underprivileged families.
- i. Previously the board had accessed \$500 from the community foundation to help families in need of assistance paying for swimming lessons.
- j. The board will look at the percentage of swim lessons that are subsidized in the future.
- k. The board will look for opportunities for fundraising and expansion swimming lessons vouchers.
- l. Billie will talk to the pool manager and city to get the word out. The city will be reimbursed once funds are made available.
- m. The board attach swim lessons vouchers and ¼ swim days as future pool readiness/opening.
- n. What would it cost to have all swimming lesson slots paid for? Could the board fund raise for the entire amount?
- o. From the last meeting Darren clarified that he uses muriatic acid at the initial filling.
- p. Last visit degreaser Darren wasn't sure if that was for the pool.

7. Purchasing a new pool cover

- a. Pool Cover Dimensions - 42' x 75' and 20' x 49'
 - i. Spoke with two companies
 - ii. Only one of the companies can guarantee that they can get the covers before the end of August.
 - iii. 3 covers will fit on one role.
 - iv. Covered bubble wrap type material. It's weighted and stronger than the prior cover. Has an 8 year warranty.
 - v. Potential/ideal deadline for quote would be at our next budget meeting in the fall.
- b. [Pool Drawing](#)
- c. [Quote for Pool cover](#)
- d. [Quote 2 for Pool Cover](#)

8. Budget Planning for 2023

- a. [Email from county](#)
- b. Attached Documents
 - i. [Budget Call Letter](#)
 - ii. [Expense Budget PDF](#)
 - iii. [Expense Budget xls](#)
 - iv. [Revenue Budget PDF](#)
 - v. [Revenue Budget xls](#)
- c.

New Business

- 9. Trail Investigation Update
 - a. Baseball is starting construction soon.
 - b. The board would like to inquire if the entire park plan be completed.

7:45 pm - Executive Session Yes () No (X) *(If yes, Follow the Executive Summary Checklist)*

Adjourn 2031

Meetings are scheduled for 6:45pm on the 3rd Wednesday at the District Office of the Tonasket School District 2022 Schedule: Jan 19, Feb 16, Mar 16, Apr 20, May 18, Jun 15, Jul 20, Aug 17, Sep 21, Oct 19, Nov 16, Dec 21

Executive Summary Checklist

(From MRSC.org)

	Requirement	X
Meeting	An executive session can only be held as part of a regular or special meeting.	
Purpose	The presiding officer announces in open session the purpose of the executive session.	
End Time	The presiding officer announces in open session the time the executive session will end.	
Legal Counsel	Legal counsel is present during the executive session, if required.	
Confidentiality	At the start of the executive session, participants are reminded that discussions are confidential.	
Topics	<p>Local governments can discuss the following topics set forth in RCW 42.30.110(1) in executive session:</p> <ul style="list-style-type: none"> • Matters affecting national security. RCW 42.30.110(1)(a)(i). • Infrastructure and security of agency computer and telecommunications network. RCW 42.30.110(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> Note: Requires presence of legal counsel. • Current or potential litigation. RCW 42.30.110(1)(i). <i>See back of page.</i> Note: Requires presence of legal counsel. • Legal risks of current or proposed action. RCW 42.30.110(1)(i). <i>See back of page.</i> Note: Requires presence of legal counsel. 	
Extended End Time	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	
Resumption	Open session is not resumed until after the announced end time.	



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.