

**March 21, 2018  
Wednesday  
Regular Meeting  
5:30 p.m.**



**PARK BOARD MEETING AGENDA  
Council Chambers, 1000 Laurel Street**

- 1. Call to Order**
- 2. Roll Call and Review Agenda**
- 3. Approval of Minutes**
  - A. February 20, 2018
- 4. Public Comment**
- 5. Emails Received**
- 6. State of the Parks Report**
- 7. Old Business**
  - A. OPMA Training
- 8. Updates**
  - A. Skate Park Monument Report From Lou
  - B. West Milton Field
  - C. Exercise Stair Report From Officer Kidwell
- 9. Skate Park Event April 17, 2018**
  - A. Updated Flyer
  - B. Web Presence
  - C. Snack Donation
  - D. East Pierce Communication
- 10. Parks Appreciation Event Update**
- 11. Member Comments**
- 12. Action Items**
- 13. Adjournment**

If you need ADA accommodations, please contact City Hall at (253) 517-2705 at least 24 hours prior to the meeting.

Thank you.

## **Online OPMA Training**

Below are the steps for taking the online Open Government Training through the Washington State Attorney General's Office and the Washington State Archives Records Management websites:

1. Select the training lesson(s) you need to take from the list below:
  - Lesson (1) is a general overview.
  - Lessons (2), (3) and (4) provide particular training and other resources on the Public Records Act, the Open Public Meetings Act and Records Retention/Management. **You are REQUIRED to take Lesson (3).**
2. View the online training lesson(s).
3. **When you have completed your training, please send an email to City Clerk Ellie Hooman ([ehooman@cityofmilton.net](mailto:ehooman@cityofmilton.net)) to document the lesson completed and the date of completion.**

### **LESSON 1: OPEN GOVERNMENT OVERVIEWS AND GENERAL PRINCIPLES**

Office of the Attorney General – Public Records & Open Public Meetings

-  [PDF](#)

### **LESSON 2: OPEN PUBLIC RECORDS – RCW 42.56**

Office of the Attorney General – Open Public Records

-  [Video](#)
-  [PDF](#)

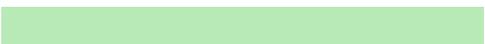
### **LESSON 3: OPEN PUBLIC MEETINGS – RCW 42.30, RCW 42.32**

Office of the Attorney General – Open Public Meetings

-  [Video](#)
-  [PDF](#)

### **LESSON 4: RECORDS MANAGEMENT AND RETENTION – RCW 40.14**

Washington State Archives Records Management

-  [Public Officials and Public Records Tutorial](#)

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Thank you.