

## OVERSIGHT OF THE HAPO Center FACILITY

### **Oversight**

The Board of Commissioners shall make reports to the Advisory Board as required in this Agreement. Throughout the term of this Agreement, the Board of Commissioners shall submit financial statements and rental and fee schedules relating to the HAPO Center Facility and other financial data relating to the HAPO Center Facility to the Advisory Board at such times as may be reasonably requested by the Advisory Board.

### **Advisory Board**

Pursuant to RCW 39.34.030 (4), the parties hereby form, and shall maintain, a joint board known as the "The HAPO Center Advisory Board" (the "Advisory Board"). The Advisory Board shall be separate from, and in addition to, any other joint board provided for in any other interlocal cooperative agreement between the Parties. The Advisory Board shall be comprised of three members designated by the City, three members designated by the County (at least one of whom is a resident of either North Franklin School District or Kahlotus School District), and one member residing in Franklin County (from either an unincorporated or incorporated area) selected by the other six representatives; provided such representative shall be a resident of the County. The members of the Advisory Board shall serve without additional compensation for terms set by and at the discretion of the Council and the Board of Commissioners, as appropriate. Representatives to the Advisory Board may also serve on any other joint board established by the Parties. The chair of the Advisory Board shall select its chair from among its members. Members may be removed at any time by their appointive authority.

The purpose and function of the Advisory Board shall be to create a forum for discussion between the Parties concerning the HAPO Center Facility, and to create a body to which information concerning the HAPO Center Facility may be provided. The Advisory Board shall have no decision-making authority, but shall make recommendations to the Board of Commissioners and the Council.

The Advisory Board shall review the HAPO Center Facility Revenues and expenditures, City Financing Lease payments, rental and fee schedules, and projections regarding cash flows and revenue receipts on a quarterly basis. The Advisory Board shall also identify and assess potential risks to the Parties' general funds resulting from the HAPO Center Facility. The Advisory Board may request that monitoring activities be undertaken by City and/or County staff for reporting to the Advisory Board.

The Advisory Board shall meet at least quarterly at a time and day fixed by it. Special meetings shall be called by the Chairperson of the Board of Commissioners or any two members of the Advisory Board upon written notice to all Advisory Board members. All meetings of the Advisory Board shall be open to the public. Minutes of Advisory Board meetings shall be kept and provided to the Board of Commissioners and the Council as promptly as practicable following such meetings. The expenses of the Advisory Board shall be Operating Costs of the HAPO Center Facility.

### **Length of Terms**

Upon adoption of this document, term limits for Board members will be assigned. Initially the three City appointees will be designated by the City Council to serve terms of three, two and one year, and the County appointees will be designated by the Commissioners to serve terms of three, two, and one year,

so that expiration of terms will be staggered. Upon expiration of the terms of current members, re-appointees or new appointees will serve terms of three years with a limit of two consecutive three year terms. Seventh (7<sup>th</sup>) member will follow the same guidelines as those appointed by the County and the City. Removal of the seventh member shall be mutually agreed upon by the City and the County.

**Attendance.**

Attendance at scheduled meetings is essential to the continuous effective operation of the Board. Therefore, there shall be no more than three (3) consecutive absences from meetings, either excused or unexcused.

**Selection of New Officers.**

At the first Board meeting of a new year, the Advisory Board shall select officers for the new year.

**Schedule.**

As stated in the Interlocal Agreement between the County and the City, the Board will meet at least once per quarter. The Board will designate a recurring date and time for the meetings, for example: the last Thursday of the quarter at 3:00pm. This schedule will be followed as much as is practicable. If a change becomes necessary, the Chairperson will notify the Franklin County Board of Commissioners and the Pasco City Council of the change in writing at least twenty-four hours prior to the meeting.