

# Minutes- REGULAR MEETING

## WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Port Angeles, Washington

October 26<sup>th</sup>, 2021

3:00 p.m.

The Shore Metro Park District Board of Commissioners is now meeting in person. The new location for Board meetings is the Shore Aquatic Center at 225 E. 5th. St. Port Angeles, WA. In order to comply with the State of Washington's Governor's rules relating to COVID-19, there is limited space for the public to attend in person. To allow for adequate public attendance and public comment, we are providing a zoom link you can log into and listen in and see the meeting. We will take public comment at the beginning and end of the meeting. Please raise the hand button if you would like to make a public comment. Any questions can be sent to our Clerk of the Board, Virginia Smith at [Virginia@sacpa.org](mailto:Virginia@sacpa.org).

### COMMISSIONERS

**RANDY JOHNSON, BILL PEACH, LATRISHA SUGGS, CHARLIE MCCAUGHAN, GREG SHIELD**

### CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

Commissioner McCaughan called the meeting to order at 3:01pm. Also present were Commissioners Suggs, Shield, Johnson, & Peach (via Zoom).

### REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

**ACTION TAKEN: CRJm to approve agenda, CBPs, mc**

**PUBLIC COMMENT-** Billy Fortini- -Due to his feeling he was denied access by association. wanted to know process and how patrons who are removed from facility are determined based on events, time frames, and policy and procedure.

### CONSENT AGENDA

- Minutes for July 27<sup>th</sup>, 2021
- Minutes for August 24<sup>th</sup>, 2021
- Ratification of the July 1-31<sup>st</sup> bill payments in the amount of \$151,690.30
- Ratification of the August 1-31<sup>st</sup> bill payments in the amount of \$150,674.76
- Ratification of the September 1<sup>st</sup>-30<sup>th</sup> bill payments in amount of \$135,404.16

**ACTION TAKEN: CRJm to approve Payment Ratifications, CBPs, mc. Approval of Minutes tabled for November meeting.**

### PUBLIC HEARING

1a 2022 Budget- *Please find 2022 Budget Assumptions in our October 26 Agenda packet at [www.sacpa.org](http://www.sacpa.org) under 'Board Meetings' if interested in full breakdown; highlights below.*

- Pricing increase of 3% across all programs and admissions
- Projected 8% increase in programs and admission rates unless subject to any additional COVID-19 restrictions
- We do not anticipate receiving any State of Fed grants during 2022
- Gifts and donations from private sources will be facilitated through the new Friends of the Shore Aquatic Center 501c3 organization
- Minimum wage will increase by 5.8% to \$14.40. We will increase our starting wage from \$14.25 to \$15.32 to prevent wage compression.
- Reduced janitorial cost by using in-house personnel, creating a \$20,000 savings in our services budget
- Wages & Utility costs account for 80% of our expense budget
- Early payoff of 3 old loans will reduce expenses by \$145,000 and will leave cash reserves at \$1,360,000, amounting to 10 months of operating costs

**ITEMS FOR DISCUSSION**

- 2a Executive Director Report- *Steve and Board members conversed more in depth about Budget assumptions.*
- 2b Financial Report- *Budget conversations continued, highlighting the need of a Preventative Maintenance Service Contract with the expiration of our warranty period. This will cost \$20,000 annually and provide quarterly maintenance and cleaning for our non-pool mechanical systems.*
- 2c Staff Report-
  - *Divisional Meet happening with 8 teams at our facility*
  - *Will shorten hours on Saturdays, lowered pool availability on Sundays and weekdays for certain pools*
  - *Looking for staff; Job Fair coming up. Incentives for keeping staff employed and not going elsewhere*
  - *Onsite COVID-19 rapid testing for staff and after school kids*
  - *Friends of Pool account is officially opened and taking monetary funds*
  - *Childcare is at 100% and have a wait list of over 50 families*
  - *Winter Camp in December over holiday break*
- 2d Advisory Committee Report- *Committee did not meet this month. However, Mary Margaret Doherty and Dave Lasorsa did sign the documents for the Friends of the Pool bank account*

**PUBLIC COMMENT- none**

**NEXT MEETING DATE**

The next WSMPD meeting will be held on November 23<sup>rd</sup>, 2021 at 3:00 p.m.

**ADJOURNMENT**

Randy Johnson adjourned the meeting.

PASSED AND ADOPTED this twenty-third of November, 2021.

William Shore Memorial Pool District Commissioners

  
 \_\_\_\_\_  
 Charlie McCaughan, President

ATTEST;

  
 \_\_\_\_\_  
 Virginia Smith, Clerk