

## **MINUTES- REGULAR MEETING**

### **WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS**

Port Angeles, Washington

**September 22nd, 2026**

**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 comments 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, Justin McNeal at [justinmc@sacpa.org](mailto:justinmc@sacpa.org)

### **COMMISSIONERS**

**Mike French, LaTrisha Suggs, Randy Johnson, Greg Shield, Mark Hodgson**

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

Commissioner Randy Johnson called the meeting to order. Present were Commissioner Randy Johnson, Commissioner LaTrisha Suggs, Commissioner Greg Shield, Commissioner Mark Hodgson, Interim Director Ryan Amiot, Member Service Manager Justin McNeal, Aquatics Manager Brie Hale, and Treasurer Mark Greg.

### **REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA**

**ACTION TAKEN: CRJm to approve agenda, CMHs, M/C**

### **PUBLIC COMMENT-**

No Public comment.

### **CONSENT AGENDA**

- Minutes for Board Meeting, July 2026
- Minutes for Special Meeting, September 2026
- Ratifications for Payroll and Expenses, July 2026 - \$178,676.03
- Ratifications for Payroll and Expenses, August 2026 - \$176,235.32

**ACTION TAKEN: CRJm to approve, CMHs, M/C**

### **Action Items:**

None.

### **Agenda Items:**

- Policy and Procedures Pages 177-247

The board had several comments and suggestions about the policy revision. Including concerns over being too wordy and repetitive, and some parts not being necessary. The team decides to bring the same sections of policy back to the next board meeting to discuss. In the meantime, Ryan and the commissioners will make edits and changes through "track changes" and will make finished draft available for discussion at the next meeting.

- Budget Discussion

The budget discussion focused on financial projections and budget updates for 2026 and 2027. Revised estimates show improved outlooks, with 2026 projected to be around \$200,000.00 negative versus the previous \$250,000.00 estimate, and 2027 showing more positive results due to reduced equipment expenses. Also discussed were rising insurance costs, higher timber revenue and a \$13,000.00 childcare grant. Mark G suggests having an annual audit through SAO, every year for the next 3-5 years, in order to get on track with having clean audits, to which all agreed.

## **Items for Discussion:**

### **Commissioner Randy Johnson**

Suggest that we schedule an executive session for the next board meeting. This meeting would be to discuss officially appointing Ryan Amiot as Executive Director. CMH and CLS showed support for this idea and urged that it get done correctly and at the next meeting to ensure that it gets done sooner rather than later. Ryan points out that this position would have a contract and upon his request he does not want a contract that contradicts or goes against anything in the Shore Aquatic policies or procedures. The board will talk to HR about contract arrangements.

### **2A Executive Directors Report**

Ryan expresses the need and his support to get the inter-glass pool resurfacing project moving forward. This can be done in 2027 if we can get capitol funds for the project. He also noted that we bought a new filter system for the spa/hot tub, and we will be replacing it 9/27/26.

### **2B Financial Report**

Mark G. discussed a slight revenue upswing, and further discussed 2026 budget goals and 2027 projections. He notes that most of the important things were in the budget discussion.

### **2C Community Hygiene Access Program Update**

Justin informed the board of the ledger to be used to keep track of how many vouchers are going out, coming back and who they are being distributed by. Showed and briefly explained how they show up in our tracking system in the computer, and presented the "packet" that we give out to all organizations who have partnered with us on this project. He points out that there are 4 organizations that are official distributors so far and we are still averaging about one voucher per day, with no related incidents.

Brie sums up aquatics as being very profitable. Swim lessons in the positive, far ahead of last year. Winter is coming but we are not afraid of that because we are in a great spot and we are all booked up for the near future. Retention program is going well with 6 instructors already accruing and one is set to receive a bonus at the end of October if successful. Though it is still too early to tell if it is going well, so far so good. We are currently training 2 new swim instructors and 3 new life guards. Homeschool lessons are all filled up. Ryan points out that the positive numbers are despite our "free lessons" every month. He also informs that we have had good success with district swim meets, and that we will be hosting the boys and girls district meets moving forward.

### **Public comment:**

None.

### **ADJOURNMENT**

Commissioner Randy Johnson ended the meeting at 4:10pm  
PASSED AND ADOPTED September 22, 2026

William Shore Memorial Pool District Commissioners

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President, Mike French

ATTEST;

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Justin McNeal, Clerk