

# MINUTES

## WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160

Port Angeles, Washington

October 25, 2016

3:00 p.m.

### COMMISSIONERS

**MICHAEL CHAPMAN, BRAD COLLINS, CHERIE KIDD, ANNA MANILDI, BILL PEACH**

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

Commissioner Brad Collins called the meeting to order at 3:00 p.m. Also present were Commissioners Chapman, Kidd, Manildi, and Peach (via telecom).

Members Absent: None

Staff Present: Executive Director Steve Burke, Accountant Charlie McClain, Aquatics Manager Christi Wojnowski, Assistant Manager James Schultz, Clerk Rachelle Sires.

#### REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

**ACTION TAKEN: CMCm to approve the agenda as presented, CCKs, mc**

#### PUBLIC COMMENT – Agenda Items Only

None

#### ACTION ITEMS

- 1a Minutes of August 23, 2016  
**ACTION TAKEN: CMCm to approve, CAMs, mc**
- 1b Ratification of the September 15, 2016 bill payment in the amount of \$28,048.86  
• Steve Burke noted a \$3,900 fee to Olympic Electric due to the repair of a sub pump.  
**ACTION TAKEN: CAMm to approve, CCKs, mc**
- 1c Ratification of the October 18, 2016 bill payment in the amount of \$18,736.49  
**ACTION TAKEN: CMCm to approve, CAMs, mc**
- 1d Public Hearing on 2016 Budget (Resolution 2016-4)  
Steve Burke addressed details of the 2016 budget and answered questions from the board.  
**ACTION TAKEN: Opened the public hearing. There being no public comment, Commissioner Collins closed and continued the public hearing to November 22<sup>nd</sup>.**
- 1e Public Hearing on 2017 Budget (Resolution 2016-5)  
Steve Burke addressed details of the 2017 budget and answered questions from the board.  
**ACTION TAKEN: Opened the public hearing. There being no public comment, Commissioner Collins closed and continued the public hearing to November 22<sup>nd</sup>.**
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**ITEMS FOR DISCUSSION**

- 2a Executive Director Report
- Steve Burke invited the board to stop by the pool today to see the Divisional Swim Meet as an idea of the potential capacity in regard to the expansion.
  - Discussed expansion details with the board. They are still currently working with the architects and hoping to generate cost estimations by end of the year. Pro Forma Financial Analysis will be the next step in this process.
- 2b Financial Report  
Charlie McClain explained the budget and finance report in detail and answered questions from the board.
- 2c Staff Report  
Christi Wojnowski shared the following:
- They had a strong start to the Fall swim lessons, even without continuing the 2<sup>nd</sup> grade lessons through the school.
  - Great report for evening lessons and the 'Homeschool PE' program is continuing to grow.
  - They've been able to add in additional dive classes.
  - Started swim lessons through Boys & Girls Club.
  - Steve Burke also explained that the 2<sup>nd</sup> grade 'Everybody Swims' program was canceled due to the school district concerns that it was taking away too much school time for the kids.
  - They've been able to hosting the Port Townsend dive team two days a week.
  - James Schultz shared there were 44 participants at the Back to School luau in September.
  - They are expecting between 80-150 participants for the Pumpkin Patch at the Pool, which is their 10<sup>th</sup> year with this program.
- 2d Advisory Committee Report  
Greg Shield stated there wasn't a meeting this month. Other than discussion about the expansion, there are no current topics of concern.

**PUBLIC COMMENT**

None

**NEXT MEETING DATE**

The next WSMPD meeting will be held on November 22, 2016 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

**ADJOURNMENT**

Brad Collins adjourned the meeting at 4:00 p.m.

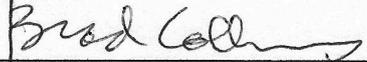
PASSED AND ADOPTED this twenty-second of November, 2016

William Shore Memorial Pool District Commissioners

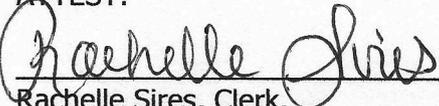
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Brad Collins, President

ATTEST:

  
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Rachelle Sires, Clerk.