

# MINUTES- REGULAR MEETING

## WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Port Angeles, Washington

December 23, 2025

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, Lori Taber at [lorit@sacpa.org](mailto:lorit@sacpa.org)

### COMMISSIONERS

Navarra Carr, Latrisha Suggs, Randy Johnson, Mike French, Greg Shield

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

President Navarra Carr called the meeting to order. Present were Commissioner Randy Johnson, Commissioner Mike French, Commissioner Greg Shield, Executive Director Ryan Amiot. Accountant Elizabeth Hogen

**Executive Session: RCW 42.30.110 called:** Executive session called by President Navarra Carr for 30 minutes.

### REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA:

Commissioner Randy Johnson requested modification of the agenda to include 2D discussion of Treasurer position. Agenda modification approved.

### ACTION TAKEN: CMFm to approve agenda, CCMs, mc

**PUBLIC COMMENT-** Michael Jakubcin, shared his experience with his contact at the Prosecuting attorney's office. The fact that the situation is being dealt with by The State Attorney Generals office. The concern over no information about the process or outcome is being shared with the public and when the information would be given out. Commissioner Randy Johnson responded with the fact that they have nothing to do with the criminal case before the Attorney General's office, so they have no knowledge of the proceedings. President Navarra Carr added that no attorney from either office has reached out to the board.

Paul Gottlieb introduced his concerns and questions about oversight of the budget, due to findings of fraud by the State Auditor's office, what the board's responsibility in this issue is. What is going to happen with the position of Executive Director. How long will Steve be on paid administrative leave and will he continue in his previous position? Regarding the board, the findings of the State Auditors' office. How is the board going to make all this right and avoid future issues.

Commissioner Mike French responds to Mr. Gottlieb concerning several of his questions and concerns. Specifically, the oversight of the budget falls to the board, he apologizes for the mistakes that the state auditor pointed out to them. They accepted the report and the deficiencies noted in the report and are committed to rectifying those areas of concern. Some of those corrections are being handled immediately, others will be handled in the long term as the board explores and develops policies and procedures that address the Auditors' concerns now and for the future. Concerning the executive director's position, Mike praised the job that Ryan Amiot is doing, and that there is no timeline on the issues of concerning Steve and his position with the Shore Aquatic Center. Mike expressed his appreciation for the issues that Mr. Gottlieb brought up.

### CONSENT AGENDA

-Minutes for November 28<sup>th</sup>, 2025  
Ratification for October \$55,407.32  
Ratification for November 2025 - \$59,687.30

Motion to approve the consent agenda was passed with Commissioner LaTrisha Suggs abstaining.

**ACTION TAKEN: CGSm to approve, CMFs, mc**

**Action Item: PEBB Health Insurance & Resolution**

Ryan speaks toward clarifying that by adopting this insurance, PEBB would establish rules for all staff, there would be no special circumstances or exclusions. We would not have to develop policy and procedures around health insurance PEBB has all that in place on the State Level. Commissioner Mike French brings up the past medical insurance having not been equal for all and that if cost not to high would be for this. Ryan states that we would see a \$2,000 dollar bump a month. This brought up the discussion of the need to amend the budget in near future, they will address soon as they clarify issues with the projected cost of several areas of the budget. The board moved to approve the PEBB Health Insurance Resolution. PEBB Purchasing Resolution Approved.

**Items for Discussion: None**

**2a Executive Directors Report:** Ryan reports that we are moving forward with the HVAC install, will need to have a crane at the cost of around \$1,000.00. We did utilize back up pump, wondering if need to have extra at \$700.00. Cody is doing good, has gone through a list of repairs. Closure will be February 21 to March 8th. Ryan will reach out to the YMCA for options to use their pool for our members while we are closed.

**2b Financial Report-** Ryan and Mike talked last week concerning the process going forward. They reached out to the State Auditor's office. They responded with a book of options since they are unable to give direct guidance. They discussed amending the budget but would like to hold off till more information of the unknown is known. Commissioner Mike French didn't see much variance in the financials. Commissioner Randy Johnson asked for clarification on one item on page 23, higher than normal cash out. Accountant Elizabeth Hogan explains that is for our loan payment that is due in early December. Mike reports that Kitsap Bank is working on the signature access on account.

**2c Staff Report-** Ryan shares that we are light on lifeguards with some different situations including one guard walking off shift. Just had a lifeguard training course that will help bring us up to good status. Youth programs is slowly recovering from the loss of Jessica. Morgan has stepped up and is filling the position well, we found a new person to fill Morgans position. Lexy Peabody, she just finished her early childhood development education so brings that knowledge and skills to the program. Commissioner LaTrisha Suggs asked concerning the contract with OMC for the building expansion. Ryan states that they have decided to have their legal team reevaluate the contract. Still have not heard back with time to speak with them again. Ryan points out that our current program is down slightly from the past and that our waiting list clients have all been contacted and we are still not at capacity.

**2D Appointment of Treasurer:** Commissioner Randy Johnson handed out a copy of the government rules and responsibilities for a treasurer to the board. Not looking for answers but input from everyone concerning what they feel would be the scope of practice, amount of work hours needed anything that is felt important. Then Commissioner Johnson will put together a job description for the board's approval. Commissioner French explains to the public in attendance that we did for many years have an independent treasurer that was a CPA and reported to the board not the executive director. In looking at the job description the role of dept management and investment management was primary. He points out that in the long run would, it be advantageous for us to use the county auditor to be our treasurer which is an option. The issue, with that is per, Commissioner Johnson can they do that with the staff they have. Commissioner Carr

expresses her thoughts that the person needs to be a CPA, report only to the board and not be a fulltime position. Commissioner Suggs feels like that we hire someone rather than send to outside agency.

**Public Comment:** Michael Jakubcin, commented that he is hearten by the proceedings and what he is hearing, especially concerning Ryan the way he is taking control of things. He can remember when he was a lifeguard here. Given that the comment given concerning the \$22,000.000 budget that was done correctly, but he points out that in the past there was a 3million dollar overruns for the general contractor that was not allotted for and that we should temper our process by those realities.

Margret Jakubcin was unable to make comment due to inability to unmute herself.

**Next meeting January 27th, 2026 3pm**

**ADJOURNMENT**

Commissioner Navarra Carr ended the meeting at 4:28

PASSED AND ADOPTED December 23, 2025

William Shore Memorial Pool District Commissioners

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Navarra Carr, President

ATTEST;

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Lori Taber, Clerk