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9/24/13

# MINUTES

## WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160

Port Angeles, Washington

August 27, 2013

3:00 p.m.

### COMMISSIONERS

MICHAEL CHAPMAN, BRAD COLLINS, MIKE DOHERTY, PATRICK DOWNIE, GARY HOLMQUIST

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

CBC called the meeting to order at 3:02 p.m. Also present were Commissioners Chapman and Holmquist. Commissioners Doherty and Downie are excused.

#### REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

#### ACTION ITEMS

- 1a Minutes of June 6, 2013  
**ACTION TAKEN: CGHm to approve, CMCs, mc**
- 1b Minutes of June 25, 2013  
**ACTION TAKEN: CMCm to approve, CGHs; CBC abstained, mc**
- 1c Ratification of the June 13, 2013 bill payment in the amount of \$151,892.15  
**ACTION TAKEN: CGHm to ratify, CMCs, mc**
- 1d Ratification of the July 3, 2013 bill payment in the amount of \$85,772.74  
**ACTION TAKEN: CMCm to ratify, CGHs, mc**
- 1e Ratification of the July 31, 2013 bill payment in the amount of \$447,273.44  
**ACTION TAKEN: CGHm to ratify, CMCs, mc**
- 1f Ratification of the August 19, 2013 bill payment in the amount of \$95,257.69  
**ACTION TAKEN: CMCm to ratify, CGHs, mc**
- 1g Policy 511 – Revenue
  - Burke explains the proposed policy was discussed during one of the last Board Meetings and that the policy is create a method/procedure for developing pricing.
  - CMC points out the proposed policy was not included in their packets.**ACTION TAKEN: CMCm to postpone to September 24, CGHs, mc**
- 1h Port Angeles Swim Club Facility Use Agreement
  - Burke explains the biggest difference is to remove the cap. They are hoping to make the Swim Club and High School payments the same. They intend to look at changing the per lane fee next year. He points out the Advisory Committee helped draft the agreement.**ACTION TAKEN: CMCm to approve CGHs, mc**

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**ITEMS FOR DISCUSSION**

2a Executive Director Report

- Steve Burke introduced Christi, the new Aquatics Manager. Regarding the recent capital project, most bills have been paid and nearly all of the contingency remains. A bit was used to redo the lights in the locker rooms (about \$4,000). They hope to add sound absorption material to the ceilings in the locker rooms as well. The energy consultant reports that through August the savings are far ahead of what they predicted. He explains savings will occur in August/September and will be spent in October. The rebate is based upon the difference between the two. He's projecting that the rebate will be somewhere around \$200,000 which they intend to earmark to pay down the County. He reports July was quite busy with the new salt system and August saw even more users. He notes they usually see 4500 to 5000 a month and recently they were at 7500.

2b Financial Report

- Charlie McClain notes things have stabilized now that the pool is running. He notes July 31 receipts were up but they still have some residual costs. The cash balance at the County is running \$20-30,000 higher than the previous year. About \$1.85 million was spent on improvements and they anticipate less than \$100,000 to finish the project. The first payment to Kitsap Bank is scheduled for December 1. He announced he started working on the 2014 budget and it appears there will be a small surplus in the capital fund (maybe \$80,000) and more in checking. The end of year figure appears to be better than last. He reports a net income \$463,000, mostly due to a grant. He indicates they are showing about \$50,000 through the first six months. He indicates about \$250,000 is owed in loans which will be paid when the rebate is received. He explains recent maintenance contracts have reduced replacement maintenance costs to about \$1500 less than what was paid by the City. He points out revenue from exercise classes in the first seven months has exceeded last year.

2c Staff Report

- Christi Wojnowski, Aquatics Manager, briefed the Board on her experience noting she is thrilled to be back at an indoor facility. She explained she is getting her feet wet to understand what the facility has to offer and did an in-service last week. She notes they are at a transitional point with staff leaving for college and reduced hours for high school students.

2d Advisory Committee Report

- Mike Jakubcin notes they met yesterday afternoon. They discussed the movement toward parity between the high school and swim club fees which they continue to monitor and make suggestions about how it can be achieved. He explained that the maintenance issue led to a discussion about the wider issue of the condition of the pool and potential for improvements to the bottom. He reports a large shutdown is less likely to occur next summer. They are looking at the possibility of incorporating music in the facility and moving towards some guidelines for how to monitor it. He points out Burke advised them to look toward recommendations they might make

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regarding an outgoing Board member. They may have two advisory board members with expiring terms who do not wish to be reinstated.

**PUBLIC COMMENT**

Greg Shield reports that people who have spoken to him have been enthusiastic of the work done to the pool.

**FUTURE AGENDA ITEMS**

Policy 151

**NEXT MEETING DATE**

The next meeting will be held on September 24, 2013 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

**ADJOURNMENT**

**ACTION TAKEN: CMCm to adjourn the meeting at 3:46 p.m., CGHs, mc**

PASSED AND ADOPTED this twenty-fourth day of September 2013

WILLIAM SHORE MEMORIAL POOL DISTRICT COMMISSIONERS

  
Patrick Downie, President

ATTEST:

  
Tammy Sullenger, Administrative Asst.

**KEY TO ABBREVIATIONS:**

CBC	Commissioner Brad Collins	m	moved
CDD	Commissioner Patrick Downie	mc	motion carried
CGH	Commissioner Gary Holmquist	s	seconded
CMC	Commissioner Mike Chapman		
CMD	Commissioner Mike Doherty (Howard V. Doherty, Jr.)		
WSMPD	William Shore Memorial Pool District		