NORTH WHIDBEY
POOL, PARK, AND RECREATION
DISTRICT

BOARD OF COMMISSIONERS REGULAR MEETING
John Vanderzicht Memorial Pool
85 Southeast Jerome Street, Oak Harbor, WA 98277
Thursday, August 27, 2026
6:00 PM

1. **MEETING CALLED TO ORDER** at 6:00pm BOC Chair Larsen.

2. **ROLL CALL:** Comms Larsen, Kraner, Witmer, Hartmann, and Guy were present.

3. **PUBLIC COMMENTS:**

   - Andrea Groberg – Looking forward to hearing about the budget adjustment proposals listed on the agenda for tonight's meeting. Expressed continued issues with the online registration.
   - Elaine Graham – Expressed gratitude on shower tennis room plans moving forward. Shared impression of review of Program Committee discussion of the Tier Cost Recovery. Asked if there would be a simpler approach to addressed fixed cost be set aside compared to the other services and programs that is part of the Tier Cost considerations. Questioned the need of having additional life guards present during programs and services that should already have a life guard on deck. Questioned why water volleyball and water aerobics is considered at 75% tier cost recovery.
   - Teri Bono – Express gratitude of allowing public comment and encouraging our participation in discussions. Expressed gratitude of the temperature of the water has been "amazing."

4. **CONSENT AGENDA ANNOUNCEMENT**

5. **CONSENT AGENDA ITEMS:** Commissioner Guy move to approve the Consent Agenda. Commissioner Hartmann second the motion. The motion carried unanimously with no further discussion.

   a. Minutes from Regular Meeting 07.23.2026
   b. Vouchers and Payroll:

i.	Expense Voucher #260603001-260603009, 360701001-260701009, 260702001-260702006	$49,414.78
ii.	Payroll	$68,505.59
iii.	DOR	$2,183.02
	Total:	$120,103.39

6. **STAFF REPORTS:**
   a. BOC Chair reported on behalf of the Executive Director

i. MWR increased contract amount of $65,000 through contract modification.
ii. NWPPR will be taking part at the Military Appreciation Picnic on Saturday, August 29, 2026 11:00am to 3:00pm. A public notice has been published
iii. City of Oak Harbor Park and Recreation Collaboration Meeting with City Administration (CA) Combs and Park and Recreation Director PRD Cole was productive and will encourage future collaborations.

b. BOC Chair reported on behalf of the Recreation Coordinator
   i. Camp Trail Blaze wrapped up on August 13, 2026.
   ii. Flag Football has a 23% increase in participation from the 2025 season. Commissioner Kraner ask to consider a Spring Flag Football season.
c. Maintenance Manager provided additional facility maintenance and Volunteer Day.
d. Business Manager provided additional information on budget adjustments, cost-recovery model, and Springbook accounting process.

7. COMMITTEE REPORTS:

a. **Budget Committee:**
   i. Business Manager presented the budget adjustments reviewed during the Budget Committee meeting. Commissioner Guy move to approve the 2026 budget adjustment as presented, including $153,223.92 in expenditure increases and $142,871.46 in expenditure reductions, resulting in a net increase in budget expenditures of $10,352.46. Commissioner Hartmann second the motion. The motion carried unanimously with no further discussion.
   ii. Maintenance Manager presented on the Lock Room Shower Renovation and Fund Transfer. Business Manager presented additional information on how the Lock Room Shower Renovation will impact the budget.
      1. Commissioner Guy move to authorize staff to continue moving the project forward, subject to attorney review and compliance with its District's updated Small Works Roster procedures. Commissioner Witmer second the motion. The motion carried unanimously with no further discussion.
      2. Commissioner Guy move to approve the locker room shower tennis room project for up to $128,789.64, including a 20% contingency, to be paid here the Capital Fund. Commissioner Witmer second the motion. The motion carried unanimously with no further discussion.
      3. Commissioner Guy move approve the revisions of Standing Rules Definitions as presented to reflect the to transfer $100,000 from the District's M&O Fund 646 to the Capital Fund 788 for the locker room shower renovation project. Commissioner Witmer second the motion. The motion carried unanimously with no further discussion.

b. **Program Committee:**
   i. Commissioner Guy presented on the Tiered Cost Recovery-Revision review and suggestions. We have reviewed the options for 60/80/100 tier and calculation would increase the participation cost. The Program Committee would like to the BOC to reconsider revising the Tiered Cost Recovery to 50/75/100 to minimize the increase in participation cost with goal to implement by 2028.
   ii. Commissioner Witmer explained the suggestion to the Standing Rules to remove aerobics, volleyball, and open swim from Programs definitions per the recommended Tired-Cost Recovery. Aerobics, volleyball, and open swim will

b. Program Committee – Continue to review each program, activity, and service offered by the district, categorize them according to their cost recovery category, and then provide a comparison to the proposed target cost recovery rates. Program Committee to present to BOC in August.

13. FINAL BOARD COMMENTS: Comms Larsen, Kraner, Witmer, Hartmann and Guy made comments.

14. NEXT MEETING: August 27, 2026, 6:00 p.m. at John Vanderzicht Memorial Pool.

15. ADJOURNMENT: The meeting adjourned at 7:05pm by BOC Chair Larsen.

Attest:

Bill Larsen, Chair

9/24/26

Date