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, September 24, 2026
6:00 PM

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

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

3. **PUBLIC COMMENTS:**

   - Teri Bono – Showing support and offer to volunteer when needed.
   - Elaine Graham – Here to listen and continue to support NWPPRD

4. **CONSENT AGENDA ANNOUNCEMENT**

5. **CONSENT AGENDA ITEMS:** Commissioner Kraner moved to approve the Consent Agenda. Commissioner Witmer seconded the motion. The motion carried unanimously with no further discussion.
   a. **Minutes from Regular Meeting 07.23.2026**
   b. **Minutes from Regular Meeting 08.27.2026**
   c. **Vouchers and Payroll:**

i.	Expense Voucher #260703001, 260703011, 260801001-260801003, 260802001-260802006	$32,903.24
ii.	Payroll	$70,970.20
iii.	DOR	$2,884.71
	Total:	$106,758.15

6. **STAFF REPORTS:**
   a. Executive Director shared the request for Oak Harbor School District Superintendent to present on upcoming levy. Discussion held and Commissioner declined the request to focus on 2027 Budget.
   b. Executive Director shared the option to take over Chum Run coordination. Recreation Coordinator will start on planning and budgeting for 2027.
   c. Executive Director shared update on MRSC updates and recommendation for Maintenance Manager to attend training to be more versed on renovation requirements. Including considerations for what permits are required to move forward.
   d. Commissioner Larsen acknowledged the 17% increase in volleyball participation.
   e. Maintenance Manager provided additional information on recent maintenance and work completed by volunteers. NWPPR passed the annual Island County inspection. Shared plans to continue to work on shower repairs. Executive Director to

post signs on shower renovation updates/status in the locker rooms in addition to emails and social media posts.

f. Business Manager provided additional information on staff changes and plans for new hire training.

7. **COMMITTEE REPORTS:**
   a. **Budget Committee:** No update
   b. **Program Committee:** No update
   c. **Bylaws Committee:** No update

8. **UNFINISHED BUSINESS:**
   a. Combining Committee Discussion - Commissioner Larsen recommended postponing discussion until next BoC meeting in October.

9. **NEW BUSINESS:**
   a. **Resolution 2026-07 Repair and Replacement Procurement Policy Draft –** Executive Director presented the Resolution with recommendation on Resolution 2026-07 Repair and Replacement Procurement Draft Policy. Commissioner Kraner and Commissioner Larsen provided comments and recommendations. Commissioner Larsen recommended any repairs and replacements above $10k to be brought to BoC for consideration and approval. Commissioner Larsen recommends postponing further discussion to the next BoC meeting.
   b. **Contract Agreement Template –** Executive Director presented and Commissioner Larsen recommended postponing discussion until the next BoC meeting in October.
   c. **Employee of the Month –** Executive Director presented Emma Oakes as the Employee of the Month.

10. **EXECUTIVE SESSION: NONE**

11. **ACTION ITEM/REVIEW:**
   a. Postpone Combining Committee Discussion to the next BoC meeting in October.
   b. Postpone Resolution 2026-07 Repair and Replacement Procurement Policy Draft with recommended revisions for review to the next BoC meeting in October.
   c. Postpone Contract Agreement Template to the next BoC meeting in October for further discussion.
   d. Business Manager to provide update on budget during the Budget Workshop.

12. **FINAL BOARD COMMENTS:** Comms Larsen and Kraner made comments.

13. **NEXT MEETING:** Budget Workshop on Thursday, October 8, 2026, 6:00 p.m. at John Vanderzicht Memorial Pool.

14. **ADJOURNMENT:** The meeting adjourned at 6:38pm by BOC Chair Larsen.

Attest:

Bill Larsen, Chair

10/22/26

Date