

# **PUBLIC NOTICE**



### BOARD OF COMMISSIONERS REGULAR MEETING

Location: John Vanderzicht Memorial Pool

Date & Time: Thursday, August 28, 2025, 6:00 p.m.

Online: Join Us or Scan the QR Code

- 1. MEETING CALLED TO ORDER
- 2. ROLL CALL
- 3. PUBLIC COMMENTS
- 4. CONSENT AGENDA ANNOUNCEMENT
- 5. CONSENT AGENDA ITEMS
  - a. Minutes:
    - i. 7 24.25 Regular Meeting Minutes
  - b. Vouchers and Payroll:
    - i. Expense Voucher

#'s 10845-10885

\$58,918.87

ii. Payroll

\$83,613.06

iii. DOR

\$1,803.81

Total \$144,335.74

- 6. STAFF REPORTS
- 7. COMMITTEE REPORTS
  - a. Budget Committee
    - i. Budget Appendix Update
  - b. Program Committee
  - c. By Laws Committee
    - i. Update on Business and Standing Rules

- 8. UNFINISHED BUSINESS
  - a. None
- 9. NEW BUSINESS:
  - a. Refund Budget Adjustment
  - b. Pizza with the Board
  - c. Employee of the Month
  - d. MWR Renewal Contract
- **10. EXECUTIVE SESSION:** RCW 42.30.110 (g) ...to review the performance of a public employee.
- 11. ACTION ITEM/REVIEW:
- 12. FINAL BOARD COMMENTS:
- **13. NEXT MEETING:** September 25, 2025, 6:00 p.m. John Vanderzicht Memorial Pool
- **14**. ADJOURNMENT:

# **Public Notice of Potential Social Gathering**

Following regularly scheduled meetings of the NWPPRD Board of Commissioners, members of the Board may attend a social gathering at a local business. This event is informal and purely social in nature. No official business will be conducted, and no decisions will be made. This notice is provided in accordance with open public meeting requirements to ensure transparency and public awareness.



# **Commissioner Communication**

1. Item: Meeti	ng Called to Order
Meetin	g Date: August 28, 2025
Presen	ted By: Chair
*This s	ection for staff use
	the regular meeting of the North Whidbey Pool, Park, and Recreation District Board of ssioners. I am calling this meeting to order at a.m. or p.m.
	Call ted By: Chair ction for staff use
Com. Kraner _	, Com. Larsen, Com. Witmer, Com. Hartmann, Com. Guy

3. Item: Public Comment

Presented By: Chair

"The Board of Commissioners welcomes public input on items listed on the agenda, policies, and/or issues affecting our District. The BOC takes this time to listen and consider, but not to comment. Anyone who wishes to comment please let us know. Please state your name and keep your comments to three minutes, thank you."



# **Commissioner Communication**

	· ·	ia Amnouncemen	L	
M	<b>Ieeting Date:</b> A	August 28, 2025		
P	resented By: (	Chair		
Consent A	lgenda may no	t be discussed wh		rter and more efficient. Items left on the nes before the Board of Commissioner "
BK	BL	JW	MH	DG
Item Rem	noved:		_	
` -	•	*	or a vote by the BOC. If an wing the consideration of t	item is removed, it needs to be discuss he consent agenda.)
	Consent Agence			
	Minutes:	Ziiaii		
a.		Regular Meeting	o Minutes	
b.	. Vouchers & 1		5 Minutes	
~`		ŭ	9845-10885 \$58,918.87	
	ii. Payroll:			
	iii. <b>DOR</b> \$1,			
T	OTAL: \$144,3			
Recomm	ended Motion	: I move to appro	ove the Consent Agenda as	presented.
This sect	ion is for staff	use.		
Motion _		2 <sup>nd</sup>	Discussion: Yes/No	
Vote: Y/	N/AB			
RK	RI.	.IW	МН	DG



# **BOARD OF COMMISSIONERS REGULAR MEETING**

John Vanderzicht Memorial Pool 85 Southeast Jerome Street, Oak Harbor, WA 98277 Thursday, July 24, 2025 6:00 PM

- 1. MEETING CALLED TO ORDER at 6:01pm.
- **2. ROLL CALL:** Commissioners Kraner, Larsen, Witmer, and Hartmann were present. Commissioner Guy was absent, excused.
- 3. **PUBLIC COMMENTS:** There were no public comments made.
- **4. CONSENT AGENDA ANNOUNCEMENT:** there were no changes made to the consent agenda.
- **5. CONSENT AGENDA ITEMS:** Comm. Kraner made a motion to approve the consent agenda as presented. Comm. Witmer seconded the motion, and it was approved unanimously with no discussion.
  - a. Minutes:
    - i. 6.26.25 Regular Meeting Minutes
  - b. Vouchers and Payroll:

i. Expense Voucher #'s 10821 - 10844 \$47,540.17
 ii. Payroll \$66,107.17
 iii. DOR \$2,988.95
 Total: \$116,636.29

**6. STAFF REPORTS:** ED Cochran presented staff updates with the business manager and the maintenance manager.

# 7. COMMITTEE REPORTS:

- a. Budget Committee: Comm. Kraner presented on Resolution 2025-03. BOC amended any reference to "strategic plan" as a "budget appendix" and approved target dates presented in the resolution. Comm Larsen made a motion to approve the resolution target dates moving forward. Comm. Witmer seconded and the motion carried unanimously with some discussion.
- b. Program Committee: No update.
- **c. Bylaws Committee: ACTION ITEM:** Comm Hartmann to present changes to the board in the August meeting.

#### 8. UNFINISHED BUSINESS:

- **a. EXECUTIVE DIRECTOR PERFORMANCE REVIEW:** Comm Larsen presented on the review. No action taken.
- **b. CREDIT CARD SOP:** BM Millang presented on the credit card SOP as discussed in June's meeting. Comm Hartmann moved to approve the

Credit Card SOP draft. Comm Witmer seconded the motion, and it carried unanimously with no discussion.

### 9. NEW BUSINESS:

- **a. EMPLOYEE OF THE MONTH:** BM Millang presented on the employee of the month.
- 10. EXECUTIVE SESSION: The Board is entering into executive session pursuant to RCW42.30.110 for a period of 10 minutes, until 7:12pm. At 7:12pm, the board is extending the executive session for a period of 5 minutes until 7:17pm. BOC Chair Larsen called the meeting back to order at 7:17pm. No action taken.
- 11. ACTION ITEM/REVIEW: 2 ACTION ITEMS FOR BOC SECRETARY HARTMANN
  - a. Revise and send the ED performance review draft to BOC Chair Larsen
    - BOC and ED will be sent the performance review to fill out and review to be completed during the August 2025 regular meeting.
  - b. Update Business and Standing Rules
- **12. FINAL BOARD COMMENTS:** Comms Witmer, Larsen and Kraner made comments.
- **13. NEXT MEETING:** August 21, 2025, 6:00 p.m. John Vanderzicht Memorial Pool **14. ADJOURNMENT:** The meeting adjourned at 7:21 pm by BOC Chair Larsen.

Attest:	
Bill Larsen, Chair	
 Date	

County Wa	ırrant #	Processed:	Dist. Voucher #	Amount
670468-67	0475	07.02.2025	10845-10855	\$ 5,637.55
670753-670	0757	07.09.2025	10856-10861	\$ 13,205.04
671131-67	1136	07.16.2025	10862-10867	\$ 3,219.34
671562-67	1565	07.23.2025	10868-10873	\$ 26,473.53
672041-67	2050	07.30.2025	10874-10885	\$10,383.41
				\$58,918.87
•	roll Processing Fee, L&I To of Revenue Transfer	Fransfers from M & O Ac	ecount to Payroll Account o	of \$83,613.06 \$ 1,803.81
•	ucher #s 10845-10885, nsfer (Including Payroll Pr	ocessing Fee and L&I) &	& Dept. of Revenue Transfe	r \$144,335.74
TO:	Island County Auditors			φ1++,333./+
FROM:	North Whidbey Pool, Par	rk, and Recreation Distric	t, Board of Commissioners	
SUBJECT:	Voucher Certification / P	ayroll Transfer and Appr	oval	
and those ex	•	s certified as required by	ting Officer as required by I RCW 42.24.090, have been	·
	te the Board, by a (unanimocluded in the above list.	ous, majority) vote, does a	approve review of those vou	chers and Payroll
APPROVED	O August 28, 2025			
Brit Kraner,	Commissioner	_		
Bill Larsen,	Commissioner	_		
Jaemee Witr	mer, Commissioner	_		
		_		

Melissa Hartmann, Commissioner

# North Whidbey Park & Recreation District Voucher Report July 2025

Date	Num	Name	Memo	Amount
lul 25	"	_		
07/03/2025	10856	5002140R2 Pacific Grace Tax	Payroll Processing 2025-06	575.00
07/03/2025	10857	4000897 R1 Airgas USA, LLC	CO2 Food Grade Micro Bulk	3,508.91
07/03/2025	10858	5007369 R1 Whidbey Tech So	IT Monthly Svc/MS Apps	1,304.19
07/03/2025	10859	5007369 R1 Whidbey Tech So	Comp Maint/Thin Client	1,164.94
07/03/2025	10860	4001768 R1 Patron	Patron Refund - Swim Lessons	142.00
07/03/2025	10861	5001646 Oak Harbor Chamber	Carnival Tickets	6,510.00
07/10/2025	10862	4000033 Washington Alarm, Inc.	Alarm Monitoring	86.86
07/10/2025	10863	4000643 R1 Island Disposal	CVP Garbage	137.67
07/10/2025	10864	4000815 R1 Wave/Astound	Internet Service	321.25
07/10/2025	10865	4000793 R4 Visa	J Millang CC	2,280.36
07/10/2025	10866	4000897 R1 Airgas USA, LLC	Cylinder Rental HT	220.18
07/10/2025	10867	4001129 R1 Electronic Busine	Copy Machine Usage 2025-06	173.02
07/17/2025	10868	4000470 R1 Cascade Natural	Gas: Pool	11,673,49
07/17/2025	10869	4000470 R1 Cascade Natural	Gas: Spa,Lk Rm,Lobby,Ofc	766.90
07/17/2025	10870	4000705 R1 Puget Sound En	Electric Bill	5,461.96
07/17/2025	10871	4000793 R4 Visa	J Cochran CC	1,977.89
07/17/2025	10872	4000793 R4 Visa	M Cochran CC	732.43
07/17/2025	10873	4001042 R1 WMS Aquatics	Accu-Tab Chlorine	5,860.86
07/24/2025	10874	4000136 R1 Canon Financial	Copy Machine Lease	156.71
07/24/2025	10875	4000489 R2 City of Oak Harbo	Pool Water	892.65
07/24/2025	10876	4000489 R2 City of Oak Harbo	Patron Water	1,686.40
07/24/2025	10877	4000489 R2 City of Oak Harbo	CVP Water	66.10
07/24/2025	10878	4000496 R2 Colonial	Insurance Benefits	1,166.33
07/24/2025	10879	4001012 R1 Springbook Holdi	Springbrook Subscriptions	1,892.96
07/24/2025	10880	4001460 R1 Bay City Supply	Cleaning Supplies, Toilet Paper	233.00
07/24/2025	10881	4001735 R1 Kaiser Permanente	Insurance Benefits	3,411.26
07/24/2025	10882	9603590 R1 Patron	Patron Refund Swim Lessons	191.00
07/24/2025	10883	9603591 Patron	Patron Refund - Swim Lessons	142.00
07/24/2025	10884	9603592 Patron	Patron Refund - STEAM Camp	245.00
07/24/2025	10885	9603593 Patron	Patron Refund - Day Camp	300.00
ul 25				53,281.3
w. =4				55,201.0



#### **Commissioner Communication**

**6. Item:** Staff Reports

Meeting Date: August 28, 2025

Presented By: Jay Cochran

#### **Comment Cards**

Patron: Unknown Account: N/A

Form of Complaint: Comment Card

Activity: Water Aerobics

Complaint: Please provide teachers with a clock they can use while teaching in the deep end. They cannot time

us well, they cannot see the clock at the other end.

Patron: Unknown Account: N/A

Form of Complaint: Comment Card Date of Complaint: 07/28/2025

**Activity: Water Aerobics** 

Complaint: We need more clocks in the pool. I have a hearing disability. For timed sprints, the instructor is always facing the shallow end, trying to see through the black and blue flags to the clock. It is difficult for half of the class to hear the directions if the instructor is facing away.

Patron: Nick Clark

Account: Y

Form of Complaint: Comment Card Date of Complaint: 08/04/2025

Complaint: I would like to by pool merch. I think it would be a great idea and would be a great way to support

the pool.

### Action Items/Review 6.27.24 Regular Meeting

C. Kraner can provide the program committee with a proposal for diving board installation that includes cost and process.

# **Action Items/Review 3.27.25 Regular Meeting**

Add bereavement line to budget for full-time, non-exempt. This line item requires a budget adjustment, which will be included in a short list of changes for the May meeting. Budget committee postponed May meeting, changes delayed.

# Action Items/Review 4.24.25 Regular Meeting

C. Hartmann to complete survey

### Action Items/Review 5.22.25 Regular Meeting

Complete the management review-Updated 7.16.25 In reviewing the video from the 5.22.25 meeting it seems like both C. Hartmann and C. Guy were going to make changes and send C. Larsen for final review and then it would be presented to the BOC.

# Action Items/Review 7.24.25 Regular Meeting

Revise and send the ED performance review draft to BOC Chair Larsen

BOC and ED will be sent the performance review to fill out and review to be completed during the August 2025 regular meeting.

#### **Executive Director**

- Attended National Night Out recently.
- When I first started going about four years ago, I would ask people if they had heard about the pool or knew there was a pool in town
- At that time, the answer was almost always no
- This year, the response was completely different.
- Many people said things like "Oh my gosh, yes, I'm there all the time" or "We love the pool."
- It was really great to hear how much awareness and support for the pool has grown.
- We still occasionally hear from people who didn't know there was a pool in town.
- However, we are now starting to hear the opposite more often, which is very encouraging.
- I received a grant to attend the MRSC Finance Boot Camp. This is a training course I've been wanting to attend for some time.
- Our insurance company is providing \$1,000 to support this opportunity.
- \$600 will go toward the cost of the course.
- \$400 will be used for lodging expenses, as I'll be staying in Spokane for five nights.
- The training takes place from September 8th through 12th.
- I'll be back in the office on September 15th.
- I'm really looking forward to this opportunity!
- I received the recommendations back from Puget Sound Energy.
- I reached out to Island Electric owners, who are strong supporters of the pool to see if they're willing to donate some time and review the three recommendations provided by Puget Sound Energy give us their recommendation so the BOC has a better idea on these options.
- Island Electric owners are currently out and should return be back next week.
- I will update you once I've been able to connect with them, but the options are below.

### **Option 1 – Overhead Transformer at NE Corner (Pink on sketch)**

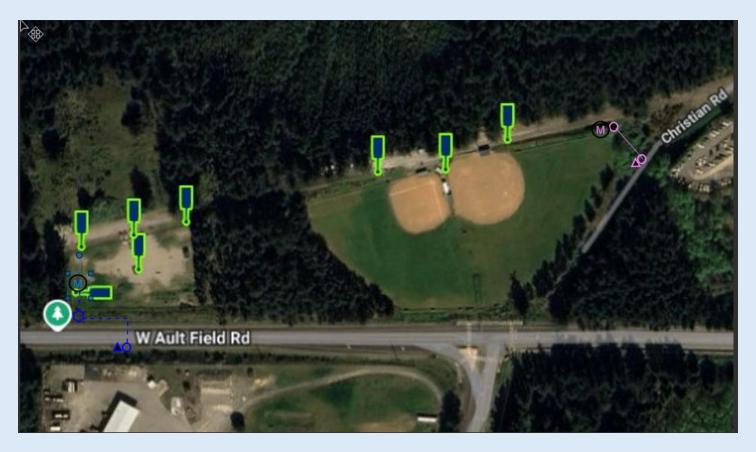
- Place an overhead transformer on a pole at the northeast corner of the property on Christian Road.
- Run an overhead service line to a customer-owned meter pole.
- Electrician would be responsible for sub-feeding each light.
- Estimated cost: \$10,000 to \$15,000.

# Option 2 – Overhead Transformer Across Ault Field Road (Blue on sketch)

- Place an overhead transformer on a pole at the southwest corner across Ault Field Road.
- Run an underground secondary service to an underground connection box on your parcel.
- Connect to a remote meter pedestal.
- PSE is responsible for the wire from the transformer to the underground connection box.
- Your electrician is responsible for wiring from the meter to the connection box and sub-feeding to each light.
- Requires a contractor to bore under Ault Field Road to access the transformer pole.
- Estimated cost: \$25,000 to \$30,000.

# Option 3 - Underground Primary to Transformer on Parcel

- Similar to Option 2 but run an underground primary line to a transformer placed on your parcel.
- No second connection box is needed if the transformer is on private property.
- Provides more flexibility for any future added electrical load.
- Estimated cost: \$25,000 to \$30,000.



# Maintenance Manager

- The Boiler went down, and we had to have Barron replaced one of the motors that kept oxygen to the flame.
- The UV system went down consulted with Island electric and was able to get it running with electricians' advice.

- The chlorinator went down again, and we pulled in WMS to help go over the system. Parts were replaced due to wear. WMS believes that the entire industry has been backwashing improperly and suggested changes in the procedure to increase flow over the filters. Meters were added to monitor this process. The new procedure of backwashing has a greater chance of making the water cloudy, so the time and days of backwashing have been changed to allow maximum closure time after.
- WMS also discovered problems in the chlorinator and CO2 flow control/reporting unit and adjusted and replaced parts. This repair had allowed for more consistent Ph and chlorine levels.
- Working on the handicap door opener traced the problem to mechanical, working on replacement unit.
- The watermain at CV broke between the meter and backflow preventor. Scottie's plumbing repaired the break and reset the BFP box.
- A temporary fix to the suit spinner was made and we are waiting on parts for a permanent fix.
- Repairs to two pool vacuum robots and the handheld unit.
- Repair of several toilets and showers.

# Recreation Manager

- Camp Trail Blaze was a huge success! We averaged more campers per week than last year and had wonderful overall feedback from staff and parents.
- NFL Flag Football practices started this week, and the first games are scheduled for August 23rd.
- We have 90 players registered, nearly double what we had last year!
- I am talking with Julie about potentially moving our Open Swim Party to be during our standard facility rental time since we had so many RSVP's. This way we won't be impeding on the number of nonfootball patrons who can attend Open Swim that day.
- We ran into a bit of a hiccup with our Facility Use Request for Flag Football. North Whidbey Soccer Club also made a request in May to use the same field as us on Tuesdays and Thursdays until September 4th. We told the NWMS Secretary about the issue and she was able to cross-check her information with the OHSD secretary. After a closer look, the school district did not enter the NWSC request properly so when the NWMS Secretary entered in our request, no conflicts were shown. As a result, we will be using the field off to the side (not inside the track) for our Tuesday/Thursday practices until September 9th. Coaches were made aware of this adjustment on 8/20/25.
- We are at 40 players for Volleyball so far, registration is set to close August 31st.
- I am working with Julie on next year's budget and looking at what new programs we want to offer and which ones we want to bring back
- Pickleball, Art Classes, a family Track Meet, etc.
- I am working on getting all our facility requests in order for our 2026 Basketball season. My plan is to have registration open on October 1st.

# **Client Service Specialist Coordinator**

- This month I began to transition into my new role as Client Service Specialist Coordinator.
- Successfully launched multiple social media posts with more client interaction and began formal training for social media and marketing.
- I assisted with outreach during the 4th of July by advertising at the booth during the street fair.
- We also attended National Night Out and had all 100 safety bags gone in the first 30 minutes!

	Lansw	in Tota	ool c	Swift? Aeror	yole
Times	130	10,	Ober,	PELO	Joll
6:00 a.m.	170				
7:00 a.m.	179	4			
8:00 a.m.	242	18		78	
9:00 a.m.	91	85		402	
10/10:30 a.m.	119	56		1	122
11:00 a.m.	100	14			
12:00 p.m.	128	23	19	20	
1/2 p.m.	99	6	459		
3:00 p.m	10		1131		
4:00 p.m.	10				
5:00 p.m.	22	6	152		
6/6:30 p.m.	19	1		146	
7/7:30 p.m.	137	27	495	1	
8/9:00 p.m.	10	2	1		
Event Totals	1336	242	2256	646	122
Monthly Total:	4602	*	**************************		

# **Business Manager**

- We received notice that Pacific Grace Tax and Accounting will close at the end of the year.
- We have already included the payroll component of Springbrook so we will work with Pacific Grace to transition our payroll processing when they close.
- Pacific Grace will still provide W-2s to our staff for the year 2025.
- Currently working with Springbrook to ensure accurate GL codes as we set up the chart of accounts in their system.
- I understand this is the last component before we move to the next phase in the implementation.
- We will have staff attend multiple back-to-school events to promote District programs over the next few weeks.
- There have been a few errors in recent social media posts.
- To ensure accuracy and consistency in what we are putting out, I have spoken with staff and will be ensuring I do a final review of social media, printed material and marketing emails before they are public facing.
- We will also be meeting to go over an updated marketing plan for the fall.
- The Tuesday/Thursday evening water aerobics classes have performed very well over the summer with 29 participants on one evening!
- Our fall schedule starts on September 2<sup>nd</sup>.
- One notable change from last year is OHE lessons will move to the morning alongside lap swim.
- We do not know which month they intend to start lessons currently.
- The other notable change is the addition of the Wednesday 8:00am water aerobics class.

# 646 - NO WHID POOL PARK REC MAINT

Coch Bolone	oo ot 6/20/2025				752 045 26
Cash Balanc	ce at 6/30/2025				753,845.26
07/03/2025	ISLAND COUNTY T NWPP&R MAINT C	WB	0.00	12,673.41	
07/10/2025	ISLAND COUNTY T NWPP&R MAINT C	WB	0.00	17,410.50	
07/17/2025	ISLAND COUNTY T NWPP&R MAINT C	WB	0.00	9,313.50	
07/24/2025	ISLAND COUNTY T NWPP&R MAINT C	WB	0.00	18,783.15	
07/31/2025	JUL 25 PROP TAX DISTRIBUTION	_	0.00	5,930.11	
	Revenue Total		0.00	64,110.67	64,110.67
07/23/2025	TRANSFER TO PK1CA (788)		5,000.00	0.00	
07/23/2025	TRANSFER TO PK1RE (649)		306,234.00	0.00	
	Transfer Out Total		311,234.00	0.00	-311,234.00
07/02/2025	CITY OF OAK HAR NO WHIDBEY POO	KY 00670470	982.85	0.00	
07/02/2025	CITY OF OAK HAR NO WHIDBEY POO	KY 00670470	1,757.10	0.00	
07/02/2025	CITY OF OAK HAR NO WHIDBEY POO	KY 00670470	163.93	0.00	
07/02/2025	COCHRAN, JAMIE NO WHIDBEY POOL	KY 00670471	180.00	0.00	
07/02/2025	COCHRAN, MITCHE NO WHIDBEY POO	KY 00670472	180.00	0.00	
07/02/2025	MILLANG, JULIE NO WHIDBEY POOL	KY 00670474	180.00	0.00	
07/02/2025	ASHLEY'S DESIGN NO WHIDBEY POO	KY 00670468	155.33	0.00	
07/02/2025	ASHLEY'S DESIGN NO WHIDBEY POO	KY 00670468	619.94	0.00	
07/02/2025	BAY CITY SUPPLY NO WHIDBEY POO	KY 00670469	144.32	0.00	
07/02/2025	PUGET SOUND ENE NO WHIDBEY POO	KY 00670475	107.75	0.00	
07/02/2025	COLONIAL LIFE & NO WHIDBEY POO	KY 00670473	1,166.33	0.00	
07/09/2025	PATRON NO WHIDBEY POOL	KY 00670754	142.00	0.00	
07/09/2025	GREATER OAK HAR NO WHIDBEY POO	KY 00670756	6,510.00	0.00	
07/09/2025	BUILDERS EXCHAN NO WHIDBEY POO	KY 00670755	575.00	0.00	
07/09/2025	WHIDBEY TECH SO NO WHIDBEY POO	KY 00670757	1,164.94	0.00	
07/09/2025	AIRGAS INC. NO WHIDBEY POOL PA	KY 00670753	3,508.91	0.00	
07/09/2025	WHIDBEY TECH SO NO WHIDBEY POO	KY 00670757	1,304.19	0.00	
07/14/2025	NWPP&R PAYROLL		38,526.50	0.00	
07/16/2025	VISA INC NO WHIDBEY POOL PARK	KY 00671135	2,280.36	0.00	
07/16/2025	ASTOUND/WAVE NO WHIDBEY POOL P	KY 00671132	321.25	0.00	
07/16/2025	AIRGAS INC. NO WHIDBEY POOL PA	KY 00671131	220.18	0.00	
07/16/2025	WASHINGTON ALAR NO WHIDBEY POO	KY 00671136	86.86	0.00	
07/16/2025	ISLAND DISPOSAL NO WHIDBEY POO	KY 00671134	137.67	0.00	
07/16/2025	ELECTRONIC BUSI NO WHIDBEY POO	KY 00671133	173.02	0.00	
07/23/2025	CASCADE NATURAL NO WHIDBEY POO	KY 00671562	766.90	0.00	
07/23/2025	VISA INC NO WHIDBEY POOL PARK	KY 00671564	1,977.89	0.00	
07/23/2025	VISA INC NO WHIDBEY POOL PARK	KY 00671564	732.43	0.00	
07/23/2025	PUGET SOUND ENE NO WHIDBEY POO	KY 00671563	5,461.96	0.00	
07/23/2025	CASCADE NATURAL NO WHIDBEY POO	KY 00671562	11,673.49	0.00	
07/23/2025	WMS AQUATICS-WM NO WHIDBEY POO	KY 00671565	5,860.86	0.00	
07/23/2025	PATRON NO WHIDBEY POO	KY 00638890	0.00	95.00	
07/23/2025	ELECTRONIC BUSI NO WHIDBEY POO	KY 00634943	0.00	268.58	
07/30/2025	PATRON NO WHIDBEY POOL	KY 00672047	142.00	0.00	
07/30/2025	PATRON NO WHIDBEY POO	KY 00672045	191.00	0.00	
07/30/2025	PATRON NO WHIDBEY POOL	KY 00672048	245.00	0.00	
07/30/2025	CITY OF OAK HAR NO WHIDBEY POO	KY 00672043	892.65	0.00	
07/30/2025	CITY OF OAK HAR NO WHIDBEY POO	KY 00672043	1,686.40	0.00	
07/30/2025	CITY OF OAK HAR NO WHIDBEY POO	KY 00672043	66.10	0.00	
07/30/2025	PATRONI NO WHIDBEY POO	KY 00672049	300.00	0.00	
07/30/2025	BAY CITY SUPPLY NO WHIDBEY POO	KY 00672041	233.00	0.00	
07/30/2025	CANON FINANCIAL NO WHIDBEY POO	KY 00672042	156.71	0.00	

# 646 - NO WHID POOL PARK REC MAINT

Ending Cash Balance			Calcula	ted Total	362,749.77
	Expenditure Total		144,335.74	363.58	-143,972.16
07/30/2025	NWPP&R DOR		1,803.81	0.00	
07/30/2025	NWPP&R PAYROLL		45,086.56	0.00	
07/30/2025	WHIDBEY TECH SO NO WHIDBEY POO	KY 00672050	1,892.96	0.00	
07/30/2025	KAISER FOUNDATI NO WHIDBEY POO	KY 00672046	3,411.26	0.00	
07/30/2025	COLONIAL LIFE & NO WHIDBEY POO	KY 00672044	1,166.33	0.00	

**Book Total** 362,749.77

Difference 0.00

# 648 - NO WHID POOL PARK REC BOND

Cash Balance at 6/30/2025		17.98
07/31/2025 ICTIP INV INTEREST - JULY 2025 Revenue Total	0.00     0.5       0.00     0.5	
Ending Cash Balance	ing Cash Balance Calculated Total	
	Book Total	18.57
	Difference	0.00

# 649 - NO WHID POOL PARK REC RESERVE

Cash Balanc	ce at 6/30/2025			253,258.01
07/30/2025	INV PURCHASE	509,386.00	0.00	
	Investment Total	509,386.00	0.00	-509,386.00
07/31/2025	ICTIP INV INTEREST - JULY 2025	0.00	192.21	
	Revenue Total	0.00	192.21	192.21
07/23/2025	TRANSFER FROM PK1MT (646)	0.00	306,234.00	
	Transfer In Total	0.00	306,234.00	306,234.00
Ending Cash Balance		Calcu	lated Total	50,298.22
			Book Total	50,298.22
			Difference	-0.00

# 788 - NO WHID POOL PARK REC CAPITAL

Cash Baland	ce at 6/30/2025			252.61
07/30/2025	INV PURCHASE Investment Total	5,240.00 5,240.00	0.00	-5,240.00
07/31/2025	ICTIP INV INTEREST - JULY 2025 Revenue Total	0.00	9.20 9.20	9.20
07/23/2025	TRANSFER FROM PK1MT (646)  Transfer in Total	0.00	5,000.00 5,000.00	5,000.00
Ending Cas	h Balance	Calcul	ated Total	21.81
		E	Book Total	21.81
		1	Difference	0.00



# Participants - Earning Allocat Selected Cash/Checking Activity July 1, 2025 - July 31, 2025

# **PARTICIPANT**

Pa	ad	e	•

		Current	Transaction	B **		Later and Broad and	B.1
Investmen	t# Fund	Rate	Date	Deposits	Withdrawals	Interest Received	Balance
648	648						230.40
		3.063	07/01/2025			0.58	230.40
		3.015	07/01/2025				230.40
Sub	btotal and Ending Balance	3.015		0.00	0.00	0.58	230.40
649	649						41,669.34
		3.087	07/01/2025			105.74	41,669.34
		3.036	07/01/2025				41,669.34
		3.036	07/30/2025	509,386.00			551,055.34
Sub	btotal and Ending Balance	3.036		509,386.00	0.00	105.74	551,055.34
788	788						3,230.65
		3.088	07/01/2025			8.20	3,230.65
		3.035	07/01/2025				3,230.65
		3.035	07/30/2025	5,240.00			8,470.65
Sub	btotal and Ending Balance	3.035		5,240.00	0.00	8.20	8,470.65
Fotals and	d Ending Balance for PA	RTICIPA	NT	514,626.00	0.00	114.52	559,756.39



PO Box 1578 I Olympia, WA 98507

Statement Start	07-01-2025
Statement End	07-31-2025
Account Number	
Page	1 of 4

NORTH WHIDBEY POOL PARK & RECREATION DIS 85 SE JEROME ST OAK HARBOR WA 98277-3770



# **CLOSING EARLY TO GIVE BACK**

All locations will close at noon on Wednesday, September 10, and will remain closed for the remainder of the day. Visit heritagebanknw.com for more information.



Equal Housing Lender | Member FDIC

PUBLIC NOW CHECKING Account No.										
	Intere	st Rate 0.02%	Ar	nnual Perc	entage Yi	eld Earned 0.02%	<b>)</b>	Inter	est Pa	id YTD: \$1.00
Beginning Balance \$12,533.15	+	Deposits \$61,784.90	+	Interest Paid \$0.15	-	Withdrawals \$60,264.30	-	Service Charges \$12.00	=	Ending Balance \$14,041.90

DEPOSITS AND OTHER CREDITS					
Posted Date	Transaction Detail	Amount			
07/01/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	561.50			
07/02/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	2,662.50			
07/03/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	2,465.0			
07/03/25	External Deposit CNI MLLNGTN DET EFT 070225 EFT04 - EFT PAYMNT ISA*00*NV *00*NV *ZZ*NV *ZZ*NV *250702*1	4,501.0			
07/07/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	70.0			
07/07/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	346.5			
07/07/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	2,305.0			
07/07/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	3,724.0			
07/08/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	1,206.2			
07/09/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	2,792.7			



Page Account Number 2 of 4

Statement Start Date: 07-01-2025 Statement End Date: 07-31-2025

# **DEPOSITS AND OTHER CREDITS**

	DEPOSITS AND OTHER CREDITS	
Posted Date	Transaction Detail	Amount
07/10/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	1,125.75
07/11/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	2,444.75
07/14/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	1,072.00
07/14/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	1,177.25
07/14/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	2,471.00
07/15/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	265.50
07/16/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	757.25
07/17/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	1,644.75
07/18/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	1,999.75
07/21/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	425.00
07/21/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	1,678.50
07/21/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	4,790.75
07/22/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	1,406.25
07/23/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	2,307.40
07/23/25	Deposit Night Drop	187.00
07/23/25	Deposit Night Drop	110.25
07/23/25	Deposit Night Drop	31.00
07/23/25	Deposit Night Drop	125.00
07/23/25	Deposit Night Drop	205.50
07/23/25	Deposit Night Drop	96.50
07/23/25	Deposit Night Drop	240.75
07/23/25	Deposit Night Drop	364.75
07/23/25	Deposit Night Drop	119.00
07/23/25	Deposit Night Drop	117.50
07/23/25	Deposit Night Drop	128.75
07/23/25	Deposit Night Drop	249.00
07/23/25	Deposit Night Drop	44.75
07/23/25	Deposit Night Drop	113.00
07/23/25	Deposit Night Drop	147.75
07/23/25	Deposit Night Drop	270.75
07/23/25	Deposit Night Drop	270.75
07/23/25	Deposit Night Drop	658.50
07/23/25	Deposit Night Drop	36.25
07/23/25	Deposit Night Drop	7.50
07/23/25	Deposit Night Drop	514.50



Account Number	Page
	3 of 4

Statement Start Date: 07-01-2025 Statement End Date: 07-31-2025

	DEPOSITS AND OTHER CREDITS	
Posted Date	Transaction Detail	Amount
07/23/25	Deposit Night Drop	225.25
07/23/25	Deposit Night Drop	189.00
07/23/25	Deposit Night Drop	77.75
07/24/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	2,001.50
07/25/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	2,856.50
07/28/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	818.50
07/28/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	935.75
07/28/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	1,704.50
07/29/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	516.00
07/30/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	1,489.00
07/31/25	External Deposit BANKCARD - SETTLEMENT 628044000466460	2,732.00
07/31/25	Credit Interest	0.15
	WITHDRAWALS AND OTHER DEBITS	
Posted Date	Transaction Detail	Amount
07/01/25	External Withdrawal BANKCARD - MTHLY FEES 628044000466460	1,962.04
07/02/25	External Withdrawal AUTHNET GATEWAY - BILLING 142654585	121.70
07/03/25	Withdrawal NWPP AND REC	12,673.41
07/10/25	Withdrawal NWPP AND REC	17,410.50
07/17/25	Withdrawal NWPP AND REC	9,313.50
07/24/25	Withdrawal NWPP AND REC	18,783.15
07/31/25	Monthly Maintenance Fee	12.00

DAILY BALANCE SUMMARY
-----------------------

Date	Balance	Date	Balance	Date	Balance
07/01	11,132.61	07/14	9,290.75	07/24	3,001.50
07/02	13,673.41	07/15	9,556.25	07/25	5,858.00
07/03	7,966.00	07/16	10,313.50	07/28	9,316.75
07/07	14,411.50	07/17	2,644.75	07/29	9,832.75
07/08	15,617.75	07/18	4,644.50	07/30	11,321.75
07/09	18,410.50	07/21	11,538.75	07/31	14,041.90
07/10	2,125.75	07/22	12,945.00		
07/11	4,570.50	07/23	19,783.15		



Account Number	Page
	4 of 4

Statement Start Date: 07-01-2025 Statement End Date: 07-31-2025

Summary of Overdraft and Returned Item Fees					
	Total For This Period	Total Year-To-Date			
Total Overdraft Fees	\$0.00	\$0.00			
Total Returned Item Fees	\$0.00	\$0.00			



13 T 363 00000 R EM AO
ISLAND COUNTY TREASURER
N WHIDBEY PARK & RECREATION DIST PAYROLL
PO BOX 699
COUPEVILLE WA 98239-0699

Questions or comments?
Call our Key Business Resource Center
1-888-KEY4BIZ (1-888-539-4249)

Public Transaction Analysis Interest		
ISLAND COUNTY TREASURER N WHIDBEY PARK & RECREATION DIST PAYROLL	Beginning balance 6-30-25	\$56,206.77
	2 Additions	+83,613.06
	5 Subtractions	-75.240.20

5 Subtractions -75,240.20 **Ending balance 7-31-25 \$64,579.63** 

# **Additions**

Transfers Date	Serial #	Source			
7-14		Trf Fr	DDA 0000473631001525	4731	\$38,526.50
7-30		Trf Fr	DDA 0000473631001525	4731	45,086.56
		Total add	litions		\$83,613,06

# **Subtractions**

Withdrawals Date Se	erial # Location	
7-3	Irs Usataxpymt	\$5,677.96
7-14	Intuit Payroll Squickbooks	29,171.34
7-18	Irs Usataxpymt	6,707.26
7-22	Paid Family Med Payment	1,542.85
7-30	Intuit Payroll Squickbooks	32,140.79
	Total subtractions	\$75,240.20

Interest earned

Current Interest Rate variable
Number of days this statement period 31

Fees and charges

See your Account Analysis statement for details.

Visa Credit Card Reconciliation

Card Holder: Jay Cochran

Enter payments as negative amounts in table, below.

Date	Merchant Name	Amo	ount	<b>Receipt Attached</b>	Description
05.30.2025	Adobe	\$	21.79	// x	Pro membership
06.09.2025	Walmart	\$	33.43 v	/ x	Mouse and batteries
06.09.2025	Nextiva	\$	265.43	X	Phone bill
06.10.2025	Elavon	\$	3.00	X	Service fee for CPR classes
06.10.2025	North Whidbey Fire & Rescue	\$	100.001	/ x	CPR classes
06.11.2025	Amazon	\$	372.74	X	PC dock and charger
06.19.2025	Amazon	\$	235.01	/ x	First aid supplies
06.19.2025	Walmart	\$	202.20	X	Summer camp supplies
06.23.2025	Amazon	\$	247.46	V x	Art supplies for camp
06.27.2025	Amazon	\$	137.73	V. x	PC docking station
06.29.2025	Adobe	\$	21.79	// x	Pro membership
06.30.2025	Buddy Punch	\$	337.31	✓ x	Payroll software
Total		\$	1,977.89		

Billing Cycle: 06.30.2025

Date 7/14/25 Signature 7/14/25 SH



HERITAGE BANK

# JAMIE COCHRAN N WHIDBEY PARK AND REC Account Number: #### #### -6800

Page 1 of 3



SCOR=CARD

Bonus Points Available 8,744

Summary of	Account Acti	vity
Previous Balance		\$ 3,527.63
Payments	-	\$3,527.63
Other Credits	÷	\$0.00
Other Debits	+	\$0.00
Purchases	+	\$1,977.89
Cash Advances	+	\$0.00
Balance Transfers	+	\$0.00
Fees Charged	+	\$0.00
Interest Charged	+	\$0.00
NEW BALANCE		\$ 1,977.89
Credit Limit		\$10,000.00
Available Credit		\$8,022.11
Available Cash		\$8,022.11
Amount Disputed		\$0.00
Statement Closing Date	06/30/25	
Days in Billing Cycle		31

ACCO	unt	ın	qu	III	es
	_				

Call us at: (800) 615-1161

Lost or Stolen Card: (727) 570-4881

Write us at PO BOX 31675, TAMPA, FL 33631-3675

**Payment Summary** 

NEW BALANCE
MINIMUM PAYMENT
PAYMENT DUE DATE

\$1,977.89 \$40.00 07/25/2025

**NOTE:** Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

### Important Information About Your Account

WE MAY REPORT INFORMATION ABOUT YOUR ACCOUNT TO CREDIT BUREAUS. LATE PAYMENTS, MISSED PAYMENTS, OR OTHER DEFAULTS ON YOUR ACCOUNT MAY BE REFLECTED ON YOUR CREDIT REPORT.

NOW YOU HAVE EVEN MORE REDEMPTION POWER! VISIT WWW.SCORECARDREWARDS.COM AND CHECK OUT ALL THE EXCITING BRAND-NAME MERCHANDISE AND TRAVEL AWARDS. SCORECARD...BECAUSE LIFE SHOULD BE REWARDING!

SCORECARD HAS GREAT GADGETS! REDEEM YOUR POINTS FOR AN ARRAY OF TOOLS AND ELECTRONICS FROM BRAND NAMES LIKE CRAFTSMAN, APPLE, COLEMAN AND MORE! VISIT WWW.SCORECARDREWARDS.COM TO CREATE A PROFILE AND REGISTER YOUR EMAIL ADDRESS. YOU WILL BE ABLE TO VIEW YOUR POINT BALANCE, SEARCH FOR AWARDS, AND REDEEM YOUR BONUS POINTS FOR GREAT GADGETS!

Cardholder Account Summary							
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount		
05/30	06/01	PBUS01	24036295150712691439923	ADOBE *ADOBE 408-536-6000 CA	\$21.79		
06/09	06/10	PBUS01	24445005161400192829421	WAL-MART #2319 OAK HARBOR WA	\$33.43		
06/09	06/10	PBUS01	24906415160231159751421	NEXTIVA*VOIP SERVICE 800-9834289 AZ	\$265.43		
06/10	06/11	PBUS01	24755425161281610387877	ELAVON SRV FEE NORTH WHID ATLANTA GA	\$3.00		
06/10	06/11	PBUS01	24755425161281610387984	NORTH WHIDBEY FIRE AND RE OAK HARBOR WA	\$100.00		
06/11	06/12	PBUS01	24692165162106264543052	AMAZON MKTPL*NH6XK6DX1 Amzn.com/bill WA	\$239.78 > 312		
06/11	06/12	PBUS01	24692165162106123865696		\$239.78 <b>&gt; 312</b> \$132.96		



+= 235.01

0.00

JAMIE COCHRAN

N WHIDBEY PARK AND REC

Account Number: #### #### 6800

Statement Closing Date: June 30, 2025

Trans Date	Post Date	Plan Name	Reference Number	Description	A	mount
06/19	06/20	PBUS01	24692165170102888961523	AMAZON MKTPL*NO2H61B22 Amzn.com/bill WA		\$8.06 +
06/19	06/20	PBUS01	24445005170300726775752	WALMART.COM 8009256278 800-966-6546 AR	\$	18.47 7 20
06/19	06/20	PBUS01	24445005170300726775679	WALMART.COM 8009256278 800-966-6546 AR	\$1	83.73
06/20	06/22	PBUS01	24692165171101203249399	AMAZON MKTPL*NO2OR2ZX0 Amzn.com/bill WA	\$2	26.95
06/23	06/23	PBUS01	24011345174100024870077	AMAZON MARK* NQ65X8TP2 AMAZON.COM/MA WA	\$2	47.46
06/24	06/25		73190605176555176020059 PAYMENT - THANK YOU TACOMA WA		\$3,527.63-	
06/27	06/29	PBUS01	24692165178107407993008	AMAZON MKTPL*NQ7KF70Z0 Amzn.com/bill WA	\$137.73	
06/29	06/30	PBUS01	24793385180000608326029	Adobe Inc 800-8336687 CA	\$	21.79
06/30	06/30	PBUS01	24492165181100012692765	BUDDY PUNCH BUDDYPUNCH.CO WI	\$3	37.31
				Fees		
				TOTAL FEES FOR THIS PERIOD	\$	0.00

2025 Totals Year To Date					
Total Fees Charged in 2025	\$ 0.00				
Total Interest Charged in 2025	\$ 0.00				

Interest Charged

TOTAL INTEREST FOR THIS PERIOD

#### **Additional Information About Your Account**

MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY! SIMPLY GO TO WWW.MYCARDSTATEMENT.COM AND ENROLL IN OUR ONLINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT NOTIFICATIONS, DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE AND EASY WITH MYCARDSTATEMENT.COM. ENROLL TODAY!

ScoreCard B	onus Points Info	rmation as of 06/2	29/2025		
SCOR=CARD	Beginning Balance	Points Earned	Points Adjusted	Points Redeemed	Ending Balance
	6,760	1,984	0	0	8,744

Interest Charg	Interest Charge Calculation/Plan Level Information									
Plan Name	Plan Description	ICM <sup>1</sup>	Balance Subject to Interest Rate	Periodic Rate <sup>2</sup>	Annual Percentage Rate (APR) <sup>3</sup>	Interest Charge				
Purchases										
PBUS01 001 Cash	PURCHASE	E	\$0.00	1.12500% (M)	13.5000% (V)	\$0.00				
CBUS01 001 TOTAL	CASH	Α	\$0.00 \$3,474.34	1.50000% (M)	18.0000%	\$0.00 \$0.00				

<sup>&</sup>lt;sup>1</sup> ICM Interest Charge Method: See reverse side of Page 1 for explanation.

<sup>&</sup>lt;sup>2</sup> Periodic Rate (M) = Monthly (D) = Daily

<sup>&</sup>lt;sup>3</sup> Your Annual Percentage Rate (APR) is the annual interest rate on your account.

<sup>(</sup>V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.

	lit Card Reconciliation C	ard Holder: <del>-J</del>	ulie Milla	Mitch Cachy	30.30 Billing Cycle: 02.28.2025
Enter pa <b>Date</b>	yments as negative amounts in  Merchant Name	table, below. Amo	unt	Receipt Attached	Description
06.10.20	25 Harbor Freight	\$	100.25	X	Rear Deck Doors
06.11.20	25 ARCO	\$	98.50	X	Fuel
06.11.20	25 Home Depot	\$	186.75	X	CVP Water
06.12.20	25 Home Depot	\$	25.44	V .	CVP Water
06.16.20	25 Homr Depot	\$	71.93	X	Janitorial
06.17.20	25 Home Depot	\$	97.62	X	Chlornitaor and Sinage for Programs
06.25.20	25 Walmart	\$	56.87	V X	Pool Brushes
06.25.20	25 Home Depot	\$	32.17	✓ x	Slide/toy box Locks, Pesticide
06.28.20	25 Amazon	\$	62.90	~ X	July 4th Sprinkler
				X	
				X	
				X	
				X	
				X	
Total		\$	732.43		

HERITAGE BANK

#### MITCHELL COCHRAN N WHIDBEY PARK AND REC

Account Number: ####-###-2595
Page 1 of 3



SCOR=CARD

Bonus Points Available 2,714

Summary of	Account Activ	rity
Previous Balance		\$ 454.42
Payments	-	\$454.42 -
Other Credits	2 <b>-</b> 2	\$0.00
Other Debits	+	\$0.00
Purchases	+	\$732.43
Cash Advances	+	\$0.00
Balance Transfers	+	\$0.00
Fees Charged	+	\$0.00
Interest Charged	+	\$0.00
NEW BALANCE		\$ 732.43
Credit Limit		\$4,000.00
Available Credit		\$3,267.57
Available Cash		\$3,267.57
Amount Disputed	\$0.00	
Statement Closing Date		06/30/25
Days in Billing Cycle		31

#### **Account Inquiries**

0

Call us at: (800) 615-1161

Lost or Stolen Card: (727) 570-4881

Write us at PO BOX 31675, TAMPA, FL 33631-3675

Payment Summary

NEW BALANCE

MINIMUM PAYMENT

PAYMENT DUE DATE

\$732.43 \$15.00

07/25/2025

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

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Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/10	06/11	PBUS01	24231685162369005270071	HARBOR FREIGHT TOOLS3285 OAK HARBOR WA	\$100.25
06/11	06/13	PBUS01	24122545163370560298579	ARCO#07057ARCO #07057 OAK HARBOR WA	\$98.50
06/11	06/13	PBUS01	24943015163010189626302	THE HOME DEPOT #8563 OAK HARBOR WA	\$186.75
06/12	06/15	PBUS01	24943015164010190647106	THE HOME DEPOT #8563 OAK HARBOR WA	\$25.44
06/16	06/18	PBUS01	24943015168010187309666	<sup>28</sup> THE HOME DEPOT #8563 OAK HARBOR WA	\$71.93
06/17	06/19	PBUS01	24692165169102364568720	THE HOME DEPOT 8563 OAK HARBOR WA	\$97.62
06/24	06/25		73190605176555176020158	PAYMENT - THANK YOU TACOMA WA	\$454.42-



MITCHELL COCHRAN

N WHIDBEY PARK AND REC Account Number: #### #### 2595

Statement Closing Date: June 30, 2025

Cardholder Account Summary Continued							
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount		
06/25	06/26	PBUS01	24445005176300642638971	WALMART.COM 8009256278 800-966-6546 AR	\$56.87		
06/25	06/27	PBUS01	24943015177010191130255	THE HOME DEPOT #8563 OAK HARBOR WA	\$32.17		
06/28	06/29	PBUS01	24692165179108594438285	AMAZON MKTPL*NQ6V93570 Amzn.com/bill WA	\$62.90		

00/25	FB0301	24092103179100394430203 AWAZON	WINTEL NGOV95570 ATTIZIT.COTT/DIT	••••	02.50
		Fees			
		TOTAL FE	EES FOR THIS PERIOD	\$	0.00
		Interest Charged			
		TOTAL IN	TEREST FOR THIS PERIOD	\$	0.00
		2025 Totals Year To D	Date		
		2025 Totals Year To D Total Fees Charged in 2025	Date \$ 0.00		

#### **Additional Information About Your Account**

MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY! SIMPLY GO TO WWW.MYCARDSTATEMENT.COM AND ENROLL IN OUR ONLINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT NOTIFICATIONS, DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE AND EASY WITH MYCARDSTATEMENT.COM. ENROLL TODAY!

ScoreCard B	onus Points Info	rmation as of 06/2	9/2025		
SCOR=CARD	Beginning Balance	Points Earned	Points Adjusted	Points Redeemed	Ending Balance
	1,932	782	0	0	2,714

Interest Charge Calculation/Plan Level Information								
Plan Name	Plan Description	ICM <sup>1</sup>	Balance Subject to Interest Rate	Periodic Rate <sup>2</sup>	Annual Percentage Rate (APR) <sup>3</sup>	Interest Charge		
Purchases								
PBUS01 001	PURCHASE	E	\$0.00	1.12500% (M)	13.5000% (V)	\$0.00		
Cash				TOTAL CONTROL TO ALL CONTROL OF THE STATE OF	SASSIC RESIDENCE AND THE SERVER STREET			
CBUS01 001	CASH	Α	\$0.00	1.50000% (M)	18.0000%	\$0.00		
TOTAL			\$680.58			\$0.00		

<sup>&</sup>lt;sup>1</sup> ICM Interest Charge Method: See reverse side of Page 1 for explanation.

<sup>&</sup>lt;sup>2</sup> Periodic Rate (M) = Monthly (D) = Daily

<sup>&</sup>lt;sup>3</sup> Your Annual Percentage Rate (APR) is the annual interest rate on your account.

<sup>(</sup>V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.

Visa Credit Card Reconciliation

Card Holder: Julie Millang

Enter payments as negative amounts in table, below.

Date	Merchant Name	Am	ount	<b>Receipt Attached</b>	Description
06.01.2025	eSoft Planner	\$	140.00	X	POS System
06.02.2025	Enformion	\$	27.26	X	Background Checks
06.03.2025	Vistaprint	\$	79.43	X	Business Cards
06.03.2025	Zazzle	\$	429.31	X	Nametags
06.06.2025	Amazon	\$	202.95	X	Office Supplies
06.06.2025	Amazon	\$	47.95	X	Office Supplies
06.10.2025	Walmart	\$	154.30	. X	Concessions
06.10.2025	Island Disposal	\$	276.72	X	CVP Garbage
06.13.2025	Fit Motivation	\$	249.95	X	Aerobics Training Subscription
06.17.2025	Walmart	\$	19.49	X	USB for Lobby TV
06.18.2025	Lake Stevens School District	\$	251.50	X	LGI Course for Head Lifeguard
06.20.2025	All Island Lock and Key	\$	8.18	X	Office Keys
06.20.2025	Northwest Mini Storage	\$	160.00	X	Storage Unit
06.26.2025	Macaroni Kid	\$	120.00	X	Advertising
06.26.2025	Amazon	\$	113.32	X	Employee Awards
Total		\$	2,280.36		

Billing Cycle: 06.30.2025

7.10.2025 Julie Millang 7.10.26

HERITAGE BANK

#### JULIE MILLANG N WHIDBEY PARK AND REC

Account Number: ####-####-9939



Page 1 of 3

SCOR=CARD

Bonus Points Available 18,032

4000793 Rd

Summary of	Account Activ	vity
Previous Balance		\$ 2,133.87
Payments	-8	\$2,133.87 -
Other Credits	<b>-</b> 20	\$0.00
Other Debits	+	\$0.00
Purchases	+	\$2,280.36
Cash Advances	+	\$0.00
Balance Transfers	+	\$0.00
Fees Charged	+	\$0.00
Interest Charged	+	\$0.00
NEW BALANCE		\$ 2,280.36
Credit Limit		\$4,000.00
Available Credit		\$1,719.64
Available Cash		\$1,719.64
Amount Disputed		\$0.00
Statement Closing Date		06/30/25
Days in Billing Cycle		31

### **Account Inquiries**

TOT

Call us at: (800) 615-1161 Lost or Stolen Card: (727) 570-4881

 $\bowtie$ 

Write us at PO BOX 31675, TAMPA, FL 33631-3675

### **Payment Summary**

NEW BALANCE
MINIMUM PAYMENT

\$2,280.36 \$46.00

PAYMENT DUE DATE

07/25/2025

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

# Important Information About Your Account

WE MAY REPORT INFORMATION ABOUT YOUR ACCOUNT TO CREDIT BUREAUS. LATE PAYMENTS, MISSED PAYMENTS, OR OTHER DEFAULTS ON YOUR ACCOUNT MAY BE REFLECTED ON YOUR CREDIT REPORT.

YOU'VE EARNED IT; YOU'VE GOT IT. WE HOPE YOU ENJOY YOUR AWARD.

SCORECARD HAS GREAT GADGETS! REDEEM YOUR POINTS FOR AN ARRAY OF TOOLS AND ELECTRONICS FROM BRAND NAMES LIKE CRAFTSMAN, APPLE, COLEMAN AND MORE! VISIT WWW.SCORECARDREWARDS.COM TO CREATE A PROFILE AND REGISTER YOUR EMAIL ADDRESS. YOU WILL BE ABLE TO VIEW YOUR POINT BALANCE, SEARCH FOR AWARDS, AND REDEEM YOUR BONUS POINTS FOR GREAT GADGETS!

Cardholder Account Summary							
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount		
06/01	06/02	PBUS01	24801975152358469064929	ESOFT PLANNER MMESZAROS@PPC OH	\$140.00		
06/02	06/03	PBUS01	24906415153230683894763	ENF*Enformion 855-2813915 CA	\$27.26		
06/02	06/04	PBUS01	24036295155718343263921	VISTAPRINT 866-207-4955 MA	\$79.43		
06/04	06/04	PBUS01	24036295155718359578170	ZAZZLE INC 888-892-9953 CA	\$429.31		
06/07	06/08	PBUS01	246921651581023677064943	AMAZON MKTPL*N654E4YY1 Amzn.com/biii vv A	\$83.52 202.		
06/07	06/08	PBUS01	24692165158102587668029				
06/09	06/10	PBUS01	24011345160100100520477	AMAZON RETA* NA0R010U2 WWW.AMAZON.CO WA	\$47.95		
00/03	00/10	DDLIC01	24445005162400187252638	WAI -MART #2319 OAK HARBOR WA	\$154.30		



JULIE MILLANG

N WHIDBEY PARK AND REC

Account Number: #### #### 9939

Statement Closing Date: June 30, 2025

Cardhol	der Acco	unt Summ	ary Continued			
Trans Date	Post Date	Plan Name	ne Reference Number Description			Amount
06/11	06/12	PBUS01	24692165162106271242243	WCI*ISLAND DISPOSAL 360-678-5701 WA	\$2	276.72
06/13	06/13	PBUS01	24011345164100036938195	FITMOTIVATION INC WWW.FITMOTIVA FL	A FL \$249.95	
06/17	06/18	PBUS01	24226385169010983549550	WAL-MART #2319 OAK HARBOR WA	9	19.49
06/18	06/20	PBUS01	24707805170030050049310	LAKE STEVENS SCHOOL DISTR 425-335-1500 WA	\$2	251.50
06/20	06/23	PBUS01	24228995173030093745045	ALL ISLAND LOCK AND KEY OAK HARBOR WA		\$8.18
06/20	06/23	PBUS01	24194335173017011258390	NORTHWEST MINI STORAGE 360-679-0661 WA	\$1	160.00
06/24	06/25		73190605176555176020075	PAYMENT - THANK YOU TACOMA WA		133.87-
06/27	06/29	PBUS01	24692165178107118851610	SQ *MACARONI KID WHIDBEY gosq.com WA		120.00
06/27	06/29	PBUS01	24692165178107268833657	AMAZON MKTPL*NQ09710I0 Amzn.com/bill WA	\$ \$1	113.32
				Fees		
				TOTAL FEES FOR THIS PERIOD	\$	0.00
			Interes	st Charged		
				TOTAL INTEREST FOR THIS PERIOD	\$	0.00
			2025 Total	s Year To Date		
			Total Fees Charged in 2025	\$ 0.00		
			Total Interest Charged in 203	25 \$ 12.06		

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ScoreCard B	onus Points Info	rmation as of 06/2	9/2025		
COR=CARD	Beginning Balance	Points Earned	Points Adjusted	Points Redeemed	Ending Balance
	70,786	2,046	0	-54,800	18,032

Interest Charg	e Calculation/Plan	Level Info	rmation			
Plan Name	Plan Description	ICM <sup>1</sup>	Balance Subject to Interest Rate	Periodic Rate <sup>2</sup>	Annual Percentage Rate (APR) <sup>3</sup>	Interest Charge
Purchases PBUS01 001	PURCHASE	E	\$0.00	1.12500% (M)	13.5000% (V)	\$0.00
Cash CBUS01 001 TOTAL	CASH	Α	\$0.00 \$3,003.92	1.50000% (M)	18.0000%	\$0.00 \$0.00

<sup>&</sup>lt;sup>1</sup> ICM Interest Charge Method: See reverse side of Page 1 for explanation.

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<sup>&</sup>lt;sup>3</sup> Your Annual Percentage Rate (APR) is the annual interest rate on your account.

<sup>(</sup>V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.



# Account Balances July 2025

 M&O Operating
 \$ 362,749.77

 Bond Fund
 \$ 248.97

 Reserve Fund
 \$ 601,353.56

 Capital Project Fund
 \$ 8,492.46

 Payroll Account
 \$ 64,579.63

Total Balance of Accounts \$1,037,424.39

# North Whidbey Pool, Park and Recreation District Payroll Summary-Semi-Monthly

July 15, 2025 for PayPeriod 05.15-05.30.2025

	TOTAL		
	Hours	Rate	Jul 15, 25
	— nouis	Rate	
Employee Wages, Taxes and Adjustments Gross Pay			
Business Manager Salary	80.00		3,333.33
Director	72.00		3,367.77
Director Sick	8.00		374.20
Director Vacation	8.00		374.20
Maintenance Facilities Manager Administrative Assistant	88.00 41.75		3,250.00 751.50
Aerobics Instructor	26.23		472.18
Client Service Spc Coordinator	36.45		643.71
Client Service Specialist	155.26		2,751.15
Custodian - JVMP	39.62		763.08
Day Camp Leader Day Camp Manager	76.07 49.02		1,341.50 1,368.06
Head Lifeguard	66.92		1,414.69
Hourly Sick	24.32		477.25
Hourly Sick 2	3.00		52.98
Kayak Instructor	5.75		120.75
Lifeguard	412.74		7,393.06
Private Lesson Instructor	23.73		484.06 1.677.50
Recreation Coordinator Senior Lifequard	67.10 29.07		550.10
Swim Lessons Coordinator	40.33		811.84
Training- Swim Lessons	7.70		128.29
Training - Day Camp Leader	2.17		36.15
Training - Lifeguard	51.90		864.67
Training Front Desk	3.38		56.31 54.48
Training Swin Instuctor WSI Water Safety Instructor	3.27 63.92		1,183.66
Holiday	03.52		369.12
•			
Total Gross Pay	1,485.70		34,465.59
Adjusted Gross Pay	1,485.70		34,465.59
Taxes Withheld			
Federal Withholding			-1,434.00
Medicare Employee Social Security Employee			-499.75 -2.136.88
L&I Office Employee 5305-07			-2,130.00
L&I Pool Employee-1501-00			-304.50
Medicare Employee Addi Tax			0.00
WA - Cares Fund			-199.92
WA - Paid Fam Med Leave			-226.73
Total Taxes Withheld			-4,834.56
Deductions from Net Pay			
Colonial Life EE			-99.09
Kaiser Health EE			-605.85
Total Deductions from Net Pay			-704.94
Net Pay	1,485.70		28,926.09
not, ay	1,400.70		
Employer Taxes and Contributions			400.75
Medicare Company Social Security Company			499.75 2,136.88
WA - Unemployment			0.00
Accident Benefit Allowance ER			21.19
Colonial Life ER			118.24
Dental Insurance (company paid)			45.50
Kaiser Health ER			1,306.21 225.00
Wellness Benefit Allowance ER L&I Office Employer 5306-07			79.65
L&I Conce Employer 5505-07 L&I Pool Employer 1501-00			1,804.32
WA - Employment Admin. Fund			0.00
Total Employer Taxes and Contributions			6,236.74

# North Whidbey Pool, Park and Recreation District Payroll Summary-Semi-Monthly

July 31, 2026 for Pay Period 07.01-07.15.2025

		TOTAL		
	Hours	Rate	Jul 31, 26	
Employee Wages, Taxes and Adjustments				
Gross Pay				
Business Manager Salary	80.00		3,333.33	
Director Maintenance Facilities Manager	80.00 88.00		4,116.17 3,250.00	
Administrative Assistant	37.00		666.00	
Aerobics Instructor	26.63		478.46	
Client Service Spc Coordinator Client Service Specialist	56.92 156.94		1,195.32 2,785.80	
Custodian - JVMP	40.08		771.94	
Day Camp Leader	171.46		3,070.61	
Day Camp Manager Head Lifequar <del>d</del>	58.12 61.35		1,627.36 1,296.94	
Hourly Sick	9.75		1,290.54	
Hourly Sick 2	1.17		24.96	
Kayak Instructor	6.00		126.00	
Lifeguard Overtime (x1.6) hourly	462.26 0.47		8,278.04 14.90	
Private Lesson Instructor	28.16		568.60	
Recreation Aide - Advertising	38.36		639.09	
Recreation Coordinator	47.83		1,195.75	
Senior Lifeguard Swim Lessons Coordinator	36.15 48.23		686.69 970.87	
Training- Swim Lessons	0.52		8.66	
Training - Day Camp Leader	6.50		108.29	
Training - Lifeguard	22.83 103.40		380.35 1,900.98	
WSI Water Safety Instructor Holiday	103.40		369.12	
Total Gross Pay	1,668.13		38,058.79	
Adjusted Gross Pay	1,668.13		38,058.79	
Taxes Withheld				
Federal Withholding			-1,703.00	
Medicare Employee			-551.87 -2.359.60	
Social Security Employee L&I Office Employee 5306-07			-2,555.00 -31.31	
L&I Pool Employee-1501-00			-352.40	
Medicare Employee Addi Tax			0.00	
WA - Cares Fund WA - Paid Fam Med Leave			-220.71 -250.32	
Total Taxes Withheld			-5,469.21	
Deductions from Net Pay			-,	
Colonial Life EE			-99.09	
Kaiser Health EE			-605.85	
Total Deductions from Net Pay			-704.94	
Net Pay	1,668.13		31,884.64	
Employer Taxes and Contributions				
Medicare Company			551.87	
Social Security Company			2,359.60 0.00	
WA - Unemployment Accident Benefit Allowance ER			21.19	
Colonial Life ER			118.24	
Dental Insurance (company paid)			45.50	
Kaiser Health ER Wellness Benefit Allowance ER			1,306.21 225.00	
L&I Office Employer 6306-07			76.11	
L&I Pool Employer 1601-00			2,082.87	
WA - Employment Admin. Fund			0.00	
Total Employer Taxes and Contributions			6,786.59	

# North Whidbey Park & Recreation District Profit & Loss Budget vs. Actual

	Jan - Jul 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense		Daagot	Totol Baaget	70 01 Daugot
Income				
310.00 LEVIES				
311.00 General Property Taxes	782,649.04	1,411,251.00	-628,601.96	55.46%
312.00 Timber Harvest Taxes	75.16	., ,	,	
Total 310.00 LEVIES	782,724.20	1,411,251.00	-628,526.80	55.46%
334.04.20 State Grant	0.00	300,000.00	-300,000.00	0.0%
340.00 JVMP Revenue		,	,	
347.30 Fees				
31 Daily Admission	62,917.22	130,490.00	-67,572.78	48.22%
33.01 Basic Memberships	8,310.80	21,050.00	-12,739.20	39.48%
34 Punch Cards	16,190.52	25,616.00	-9,425.48	63.21%
36 Kayak Lessons	80.00	1,200.00	-1,120.00	6.67%
38 Aerobics		·	•	
Water Fitness Daily Admisison	3,838.99	4,802.00	-963.01	79.95%
Water Fitness Prem. Membership	11,474.36	15,935.00	-4,460.64	72.01%
Water Fitness Punch Card	7,441.76	16,829.00	-9,387.24	44.22%
38 Aerobics - Other	163.77			
Total 38 Aerobics	22,918.88	37,566.00	-14,647.12	61.01%
39 Swim Lessons				
Private	18,306.00	30,184.00	-11,878.00	60.65%
School Group	4,980.00	4,980.00	0.00	100.0%
Youth	73,024.75	149,157.00	-76,132.25	48.96%
Total 39 Swim Lessons	96,310.75	184,321.00	-88,010.25	52.25%
40 Swim Team				
Masters	1,484.50	13,314.00	-11,829.50	11.15%
Total 40 Swim Team	1,484.50	13,314.00	-11,829.50	11.15%
Total 347.30 Fees	208,212.67	413,557.00	-205,344.33	50.35%
Total 340.00 JVMP Revenue	208,212.67	413,557.00	-205,344.33	50.35%
350.00 Recreation Revenue				
347.60.01 Basketball	5,008.00	46,200.00	-41,192.00	10.84%
347.60.03 Kickball	0.00	6,045.00	-6,045.00	0.0%
347.60.04 Pickleball	0.00	6,000.00	-6,000.00	0.0%
347.60.05 NFL Flag Football	7,258.00	6,136.00	1,122.00	118.29%
347.60.06 Volleyball	2,436.00	3,878.00	-1,442.00	62.82%
Day Camp	36,865.84	49,078.00	-12,212.16	75.12%
Soccer	0.00	363.00	-363.00	0.0%
Special Events/Programs	0.00	1,000.00	-1,000.00	0.0%
Total 350.00 Recreation Revenue	51,567.84	118,700.00	-67,132.16	43.44%
360.00 Miscellaneous Revenue				
362.00 Rents & Concessions				
внвс	5,903.68	21,187.00	-15,283.32	27.87%

	Jan - Jul 25	Budget	\$ Over Budget	% of Budget
Candy&Snacks	3,398.00	4,955.00	-1,557.00	68.58%
Lockers	611.51	1,559.00	-947.49	39.23%
Open Swim Party Rental	7,193.21	10,382.00	-3,188.79	69.29%
Pool Group Rentals	374.35	660.00	-285.65	56.72%
Private Party Rental	6,427.14	5,354.00	1,073.14	120.04%
Retail	470.33	1,430.00	-959.67	32.89%
Viewing Room Rental	517.55	727.00	-209.45	71.19%
Total 362.00 Rents & Concessions	24,895.77	46,254.00	-21,358.23	53.82%
367.00 Contributions/Donations	4.46	,	_,,	
369.00 Other Misc Revenues				
Cashier over/short	-50.13			
Total 369.00 Other Misc Revenues	-50.13			
Other Misc Revenues	473.44			
Prepaid Accounts	676.05			
360.00 Miscellaneous Revenue - Other	6,064.72			
Total 360.00 Miscellaneous Revenue	32,064.31	46,254.00	-14,189.69	69.32%
361.40.00 Interest	,	, ,	,	
Int Investment Capital Fund	55.72	50.00	5.72	111.44%
Int Investment Reserve Fund	792.28	550.00	242.28	144.05%
Interest Investment Bond Fund	3.90	6.00	-2.10	65.0%
Total 361.40.00 Interest	851.90	606.00	245.90	140.58%
Total Income	1,075,420.92	2,290,368.00	-1,214,947.08	46.95%
Gross Profit	1,075,420.92	2,290,368.00	-1,214,947.08	46.95%
Expense	,,	,,	, ,-	
2595 Cochran, M	1,589.81			
570.00 RECREATION SERVICES				
573.60.00 Exp Recreation Sports				
573.60.01 Basketball Expense	4,961.59	5,060.00	-98.41	98.06%
573.60.03 Kickball Expense	0.00	1,318.00	-1,318.00	0.0%
573.60.04 Pickleball Expense	0.00	938.00	-938.00	0.0%
573.60.05 NFL Flag Football Exp	0.00	1,923.00	-1,923.00	0.0%
573.60.06 Volleyball Expense	0.00	1,100.00	-1,100.00	0.0%
573.60.10 Salary & Wages				
Basketball	6,265.17	9,684.00	-3,418.83	64.7%
Day Camp				
Day Camp Assistant Manager	0.00	4,118.00	-4,118.00	0.0%
Day Camp Leader	4,556.55	10,490.00	-5,933.45	43.44%
Day Camp Manager	3,225.86	5,868.00	-2,642.14	54.97%
Total Day Camp	7,782.41	20,476.00	-12,693.59	38.01%
Kickball	0.00	861.00	-861.00	0.0%
NFL Flag Football	0.00	880.00	-880.00	0.0%
Pickleball	0.00	542.00	-542.00	0.0%

Rec Aide - STEAM Camp         0.00         86.00         -86.00         0.0%           Recreation Coordinator         5.250.00         52.00.00         46.750.00         10.1%           Recreation Specialist Non-Sport         0.00         2.500.00         -2.500.00         0.0%           Training Recreation         0.00         1.000.00         -1.000.00         0.0%           Volleyball         0.00         1.719.00         -1.719.00         0.0%           Total \$73.60.10 Salary & Wages         19.297.58         89.748.00         -70.450.42         2.15%           Day Camp Expense         619.94         15.000.00         -400.00         0.0%           Kayak Program Expense         0.00         600.00         -600.00         0.0%           Total \$73.60.00 Exp Recreation Sports         24.879.11         115,687.00         -90,807.89         21.51%           \$76.20 NWPPRD Expenses         576.20 NWPPRD Expenses         45,878.28         80,000.00         -34,121.72         57.35%           100101 Director         44,953.97         113,000.00         -68,046.03         39.78%           100102 Expenses         50,867.20         113,000.00 </th <th></th> <th>Jan - Jul 25</th> <th>Budget</th> <th>\$ Over Budget</th> <th>% of Budget</th>		Jan - Jul 25	Budget	\$ Over Budget	% of Budget
Recreation Specialist Non-Sport         0.00         2,500,00         -2,500,00         0.0%           Training Recreation         0.00         1,000,00         -1,000,00         0.0%           Volleyball         0.00         1,719,00         -1,719,00         0.0%           Total \$73,86.10 Salary & Wages         19,297,58         89,748,00         -70,450,42         21,5%           Day Camp Expense         619,94         15,000,00         -40,000         0.0%           Kayak Program Expense         0.00         600,00         -800,00         0.0%           Total \$73,60.00 Exp Recreation Sports         24,879,11         115,687,00         -99,807,89         21,51%           \$76,20 NWPPRD Expenses         576,20 NWPPRD Expenses         576,20,10         44,953,97         113,000,00         -68,046,03         39,78%           100101 Director         44,953,97         113,000,00         -68,046,03         39,78%           100104 Client Service Spc         50,867,7         36,437,00         -20,450,23         43,88%           100104 Client Service Spc         50,957,64         107,618,00         -56,660,36         47,35%           100107 BOC/Dir Admin Asst         1,905,30         36,437,00         -1,792,96         40,24%           200201 May	Rec Aide - STEAM Camp	0.00	86.00	-86.00	0.0%
Training Recreation         0.00         1,000.00         -1,000.00         0.0%           Volleyball         0.00         1,719.00         -1,719.00         0.0%           Total \$73.80.10 Salary & Wages         19,297.58         89,748.00         -70,450.42         21,5%           Day Camp Expense         619.94         15,000.00         -60.00         0.0%           Kayak Program Expense         0.00         600.00         -60.00         0.0%           576.20 NWPPRD Expenses         576.20 NWPPRD	Recreation Coordinator	5,250.00	52,000.00	-46,750.00	10.1%
Volleyball         0.00         1,719.00         -1,719.00         0.0%           Total 573.60.10 Salary & Wages         19,297.58         89,748.00         -70,450.42         21,5%           Day Camp Expense         619.94         15,000.00         -600.00         -600.00           Total 573.60.00 Exp Recreation Sports         24,879.11         115,687.00         -90,807.89         21,51%           576.20 NWPPRD Expenses         576.30 NWPPRD Expenses         576.20 NWPPRD Expenses         476.21 NWPP	Recreation Specialist Non-Sport	0.00	2,500.00	-2,500.00	0.0%
Total 573.60.10 Salary & Wages   19,297.58   89,748.00   -70,450.42   21.5%	Training Recreation	0.00	1,000.00	-1,000.00	0.0%
Day Camp Expense         619.94         15,000.00         -14,380.06         4.13%           Kayak Program Expense         0.00         600.00         -600.00         0.0%           Total 573.60.00 Exp Recreation Sports         24,879.11         115,687.00         -90,807.89         21.51%           576.20 NWPPRD Expenses         576.20.10 Salary & Wages         100101 Director         44,953.97         113,000.00         -68,046.03         39.78%           100103 Business Manager         45,878.28         80,000.00         -34,121.72         57.35%           100104 Client Service Spc         50,986.77         36,437.00         -20,450.23         43.88%           100104 Client Service Spc - Other         34,970.87         71,181.00         -36,210.13         49.13%           100107 BOC/Dir Admin Asst         1,905.30         36,437.00         -56,660.36         47.35%           100108 Rec Aide Advertising         1,207.04         3,000.00         -1,792.96         40.24%           200210 Aerobics Inst JVMP         2,99.25         300.00         -0.75         99.75%           200210 Private Lessons         5,954.02         13,200.00         -7,245.98         45.11%           200211 WSI Instructor         14,333.61         36,680.00         -23,034.39         38.85% </th <th>Volleyball</th> <td>0.00</td> <td>1,719.00</td> <td>-1,719.00</td> <td>0.0%</td>	Volleyball	0.00	1,719.00	-1,719.00	0.0%
Kayak Program Expense         0.00         600.00         -600.00         0.0%           Total 573.60.00 Exp Recreation Sports         24,879.11         115,687.00         -90,807.89         21.51%           576.20 NWPPRD Expenses         576.20.10 Salary & Wages         100101 Director         44,953.97         113,000.00         -68,046.03         39.78%           100101 Business Manager         45,878.28         80,000.00         -34,121.72         57.35%           100104 Client Service Spc         50         34,970.87         71,181.00         -36,210.13         49.13%           100104 Client Service Spc         50,957.64         107,618.00         -56,660.36         47.35%           100107 BOC/Dir Admin Asst         1,905.30         36,437.00         -34,531.70         52.3%           100108 Bec Aide Advertising         1,207.04         3,000.00         -1,792.96         40.24%           200201 Aerobics Inst JVMP         6,006.99         10,658.00         -4,457.31         58.18%           20021 Private Lessons         5,954.02         13,200.00         -7,245.98         45.11%           200211 WSI Instructor         14,333.61         37,368.00         -22,534.39         38.88%           7 total 200211 WSI Instructor         14,333.61         37,368.00	Total 573.60.10 Salary & Wages	19,297.58	89,748.00	-70,450.42	21.5%
Total 573.80.00 Exp Recreation Sports         24,879.11         115,687.00         .90,807.89         21.51%           576.20 NWPPRD Expenses         576.20 NWPPRD Expenses         576.20 10 Salary & Wages         113,000.00         -68,046.03         39.78%           1001010 Director         44,953.97         113,000.00         -34,121.72         57.35%           100104 Client Service Spc         Client Services Coordinator         15,986.77         36,437.00         -20,450.23         43.88%           100104 Client Service Spc - Other         34,970.87         71,181.00         -36,210.13         49.13%           100104 Client Service Spc - Other         34,970.87         71,181.00         -36,210.13         49.13%           100107 BOC/Dir Admin Asst         1,905.30         36,437.00         -34,531.70         5.23%           100108 Rec Aide Advertising         1,207.04         3,000.00         -1,792.96         40.24%           200201 Aerobics Inst JVMP         6,200.69         10,658.00         -4,457.31         58.18%           200210 Private Lessons         5,954.02         13,200.00         -7,245.98         45.11%           200211 WSI Instructor         14,333.61         37,368.00         -22,254.39         38.88%           200211 WSI Instructor         14,333.61         37,3	Day Camp Expense	619.94	15,000.00	-14,380.06	4.13%
576.20 NWPPRD Expenses           576.20.10 Salary & Wages           100101 Director         44,953.97         113,000.00         -68,046.03         39.78%           100103 Business Manager         45,878.28         80,000.00         -34,121.72         57.35%           100104 Client Services Spc         50,967.64         107,618.00         -36,210.13         49.13%           100104 Client Service Spc         50,957.64         107,618.00         -56,660.36         47.35%           100107 BOC/Dir Admin Asst         1,905.30         36,437.00         -34,531.70         5.23%           100108 Rec Aide Advertising         1,207.04         3,000.00         -1,792.96         40.24%           200201 Aerobics Inst JVMP         6,200.69         10,658.00         -4,457.31         58.18%           200210 Private Lessons         5,954.02         13,200.00         -7.245.98         45.11%           200211 WSI Instructor         14,333.61         36,868.00         -22,534.39         38.86%           200211 WSI Instructor - Other         14,333.61         37,368.00         -23,034.39         38.86%           200221 Training         12,103.80         29,069.00         -16,965.20         41.64%           Training - Lifeguard         12,103.80         29,069	Kayak Program Expense	0.00	600.00	-600.00	0.0%
100101 Director	Total 573.60.00 Exp Recreation Sports	24,879.11	115,687.00	-90,807.89	21.51%
100101 Director	576.20 NWPPRD Expenses				
100103 Business Manager	576.20.10 Salary & Wages				
100104 Client Service Spc   15,986.77   36,437.00   -20,450.23   43.88%   100104 Client Service Spc - Other   34,970.87   71,181.00   -36,210.13   49.13%   100104 Client Service Spc   50,957.64   107,618.00   -56,660.36   47.35%   100107 BOC/Dir Admin Asst   1,905.30   36,437.00   -34,531.70   5.23%   100108 Rec Aide Advertising   1,207.04   3,000.00   -1,792.96   40,24%   200201 Aerobics Inst JVMP   6,200.69   10,658.00   -4,457.31   58.18%   200208 Kayak Inst JVMP   299.25   300.00   -0.75   99.75%   200210 Private Lessons   5,954.02   13,200.00   -7,245.98   45.11%   200211 WSI Instructor   14,333.61   36,868.00   -22,534.39   38.88%   704al 200211 WSI Instructor   14,333.61   37,368.00   -23,034.39   38.36%   200221 Training   12,103.80   29,069.00   -16,965.20   41.64%   17aining - Client Services   190.08   2,000.00   -500.00   0.0%   77aining - Maint & Custodial   0.00   500.00   -500.00   0.0%   77aining - Swim Instructor   1,035.72   11,356.00   -10,320.28   9,12%   77aining Aerobics Instructors   41.32   500.00   -458.68   8.26%   704al 200221 Training   13,370.92   43,425.00   -30,054.08   30.79%   300303 Sr. Lifeguard   19,459.76   44,720.00   -25,260.24   43,52%   500505 Ligeard   19,459.76   44,720.00   -25,260.24   43,52%   500505 Clover Valley Park   808.14   10,010.00   -9,201.86   8.07%   500505 Shut Down Maintenance   1,392.46   5,000.00   -3,607.54   27.85%   500505 Shut Down Maintenance   4,4125.00   -9,083.59   21.03%   500505 Shut Down Maintenance   4,4125.00   -9,083.59   21.03%   500505 Shut Down Maintenance   4,4125.00   -9,083.59   21.03%   500505 Shut Down Maintenance   4,4125.01   4,905.00   -9,083.59   21.03%   500505 Shut Down Maintenance   4,4125.01   4,905.00   -9,083.59   21.03%   500505 Shut Down Maintenance   4,4125.01   4,905.00   -9,083.59   21.03%   500505 Shut Down Maintenance   4,4126.01   4,418.41   11,502.00   -9,083.59   21.03%   500505 Shut Down Maintenance   4,4126.01   4,418.41   11,502.00   -9,083.59   21.03%   500505 Shut Down Maintenance   4,4126.41   4,418.41	100101 Director	44,953.97	113,000.00	-68,046.03	39.78%
Client Services Coordinator         15,986.77         36,437.00         -20,450.23         43.88%           100104 Client Service Spc - Other         34,970.87         71,181.00         -36,210.13         49.13%           Total 100104 Client Service Spc         50,957.64         107,618.00         -56,660.36         47.35%           100107 BOC/Dir Admin Asst         1,905.30         36,437.00         -34,531.70         5.23%           100108 Rec Aide Advertising         1,207.04         3,000.00         -1,792.96         40.24%           200201 Aerobics Inst JVMP         6,200.69         10,658.00         -4,457.31         58.18%           200210 Private Lessons         5,954.02         13,200.00         -7,245.98         45.11%           200211 WSI Instructor         43,33.61         36,868.00         -22,534.39         38.86%           200211 WSI Instructor - Other         14,333.61         36,868.00         -22,534.39         38.86%           200221 Training         12,103.80         29,069.00         -16,965.20         41.64%           Training - Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Swim Instructor         1,035.72         11,356.00         -500.00         0.0%           Training - Swim Instr	100103 Business Manager	45,878.28	80,000.00	-34,121.72	57.35%
100104 Client Service Spc - Other         34,970.87         71,181.00         -36,210.13         49.13%           Total 100104 Client Service Spc         50,957.64         107,618.00         -56,660.36         47.35%           100107 BOC/Dir Admin Asst         1,905.30         36,437.00         -34,531.70         5.23%           100108 Rec Aide Advertising         1,207.04         3,000.00         -1,792.96         40.24%           200201 Aerobics Inst JVMP         6,200.69         10,658.00         -4,457.31         58.18%           200208 Kayak Inst JVMP         299.25         300.00         -0.75         99.75%           200211 WSI Instructor         8         8         45.11%         8         45.11%           200211 WSI Instructor - Other         14,333.61         36,868.00         -22,534.39         38.86%           200211 Training         12,103.80         29,069.00         -16,965.20         41.64%           Training - Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Swim Instructor         1,035.72         11,356.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training - Swim Instructor	100104 Client Service Spc				
Total 100104 Client Service Spc         50,957.64         107,618.00         -56,660.36         47.35%           100107 BOC/Dir Admin Asst         1,905.30         36,437.00         -34,531.70         5.23%           100108 Rec Aide Advertising         1,207.04         3,000.00         -1,792.96         40,24%           200201 Aerobics Inst JVMP         6,200.69         10,658.00         -4,457.31         58.18%           200208 Kayak Inst JVMP         299.25         300.00         -0.75         99.75%           200210 Private Lessons         5,954.02         13,200.00         -7,245.98         45.11%           200211 WSI Instructor         14,333.61         36,868.00         -22,534.39         38.88%           Total 200211 WSI Instructor         14,333.61         37,368.00         -23,034.39         38.36%           200221 Training         12,103.80         29,069.00         -16,965.20         41.64%           Training - Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Total 200221 Training         13,3	Client Services Coordinator	15,986.77	36,437.00	-20,450.23	43.88%
100107 BOC/Dir Admin Asst         1,905.30         36,437.00         -34,531.70         5.23%           100108 Rec Aide Advertising         1,207.04         3,000.00         -1,792.96         40,24%           200201 Aerobics Inst JVMP         6,200.69         10,658.00         -4,457.31         58.18%           200208 Kayak Inst JVMP         299.25         300.00         -0.75         99.75%           200210 Private Lessons         5,954.02         13,200.00         -7,245.98         45.11%           200211 WSI Instructor         14,333.61         36,868.00         -22,534.39         38.88%           200211 WSI Instructor         14,333.61         37,368.00         -23,034.39         38.86%           200221 Training         12,103.80         29,069.00         -16,965.20         41.64%           Training - Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Maint & Custodial         0.00         500.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training Aerobics Instructors         41.32         500.00         -500.00         0.0%           Total 200221 Training         13,370.92         43,425.	100104 Client Service Spc - Other	34,970.87	71,181.00	-36,210.13	49.13%
100108 Rec Aide Advertising         1,207.04         3,000.00         -1,792.96         40.24%           200201 Aerobics Inst JVMP         6,200.69         10,658.00         -4,457.31         58.18%           200208 Kayak Inst JVMP         299.25         300.00         -0.75         99.75%           200210 Private Lessons         5,954.02         13,200.00         -7,245.98         45.11%           200211 WSI Instructor         14,333.61         36,868.00         -22,534.39         38.88%           200211 WSI Instructor - Other         14,333.61         37,368.00         -22,534.39         38.88%           200221 Training         12,103.80         29,069.00         -16,965.20         41.64%           Training - Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training - Swim Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         9,990.75         186,115.00         -93,124.25         49.96%           300305 Head Lifeguard         19,459.76         4	Total 100104 Client Service Spc	50,957.64	107,618.00	-56,660.36	47.35%
200201 Aerobics Inst JVMP         6,200.69         10,658.00         -4,457.31         58.18%           200208 Kayak Inst JVMP         299.25         300.00         -0.75         99.75%           200210 Private Lessons         5,954.02         13,200.00         -7,245.98         45.11%           200211 WSI Instructor         8         0.00         500.00         -500.00         0.0%           200211 WSI Instructor - Other         14,333.61         36,868.00         -22,534.39         38.88%           Total 200211 WSI Instructor         14,333.61         37,368.00         -23,034.39         38.36%           200221 Training         1         12,103.80         29,069.00         -16,965.20         41.64%           Training - Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Swim Instructor         1,035.72         11,356.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300303 Fuel Lifeguard <t< th=""><th>100107 BOC/Dir Admin Asst</th><td>1,905.30</td><td>36,437.00</td><td>-34,531.70</td><td>5.23%</td></t<>	100107 BOC/Dir Admin Asst	1,905.30	36,437.00	-34,531.70	5.23%
200208 Kayak Inst JVMP         299.25         300.00         -0.75         99.75%           200210 Private Lessons         5,954.02         13,200.00         -7,245.98         45.11%           200211 WSI Instructor         Recreation Aide- Swim Lessons         0.00         500.00         -500.00         0.0%           200211 WSI Instructor - Other         14,333.61         36,868.00         -22,534.39         38.86%           Total 200211 WSI Instructor         14,333.61         37,368.00         -23,034.39         38.36%           200221 Training         12,103.80         29,069.00         -16,965.20         41.64%           Training - Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Client Services         190.08         2,000.00         -1,809.92         9.5%           Training - Maint & Custodial         0.00         500.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training Aerobics Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,54.08         30.79%           300305 Flead Lifeguard	100108 Rec Aide Advertising	1,207.04	3,000.00	-1,792.96	40.24%
200210 Private Lessons         5,954.02         13,200.00         -7,245.98         45.11%           200211 WSI Instructor         Recreation Aide- Swim Lessons         0.00         500.00         -500.00         0.0%           200211 WSI Instructor - Other         14,333.61         36,868.00         -22,534.39         38.88%           Total 200211 WSI Instructor         14,333.61         37,368.00         -23,034.39         38.36%           200221 Training         Training-Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Client Services         190.08         2,000.00         -1,809.92         9.5%           Training - Maint & Custodial         0.00         500.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training Aerobics Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300303 Sr. Lifeguards         2,932.32         5,000.00         -2,067.68         58.65%	200201 Aerobics Inst JVMP	6,200.69	10,658.00	-4,457.31	58.18%
200211 WSI Instructor         Recreation Aide- Swim Lessons         0.00         500.00         -500.00         0.0%           200211 WSI Instructor - Other         14,333.61         36,868.00         -22,534.39         38.88%           Total 200211 WSI Instructor         14,333.61         37,368.00         -23,034.39         38.36%           200221 Training         Training- Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Client Services         190.08         2,000.00         -18,09.92         9.5%           Training - Maint & Custodial         0.00         500.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training Aerobics Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300303 Sr. Lifeguards         2,932.32         5,000.00         -25,260.24         43.52%           500501 Director of Maintenance         44,125.00         78,000.00         -33,875.00         56.57%	200208 Kayak Inst JVMP	299.25	300.00	-0.75	99.75%
Recreation Aide- Swim Lessons         0.00         500.00         -500.00         0.0%           200211 WSI Instructor - Other         14,333.61         36,868.00         -22,534.39         38.88%           Total 200211 WSI Instructor         14,333.61         37,368.00         -23,034.39         38.36%           200221 Training         Training- Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Client Services         190.08         2,000.00         -1,809.92         9.5%           Training - Maint & Custodial         0.00         500.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training Aerobics Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300303 Sr. Lifeguards         2,932.32         5,000.00         -2,067.68         58.65%           300305 Head Lifeguard         19,459.76         44,720.00         -25,260.24         43.52%           500502 Janitorial	200210 Private Lessons	5,954.02	13,200.00	-7,245.98	45.11%
200211 WSI Instructor - Other         14,333.61         36,868.00         -22,534.39         38.88%           Total 200211 WSI Instructor         14,333.61         37,368.00         -23,034.39         38.36%           200221 Training         Training- Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Client Services         190.08         2,000.00         -1,809.92         9.5%           Training - Maint & Custodial         0.00         500.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training Aerobics Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300305 Head Lifeguard         19,459.76         44,720.00         -25,260.24         43.52%           500501 Director of Maintenance         44,125.00         78,000.00         -33,875.00         56,57%           500502 Janitorial Staff         9,024.98         28,028.00         -19,003.02         32.2%           5	200211 WSI Instructor				
Total 200211 WSI Instructor         14,333.61         37,368.00         -23,034.39         38.36%           200221 Training         Training- Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Client Services         190.08         2,000.00         -1,809.92         9.5%           Training - Maint & Custodial         0.00         500.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training Aerobics Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300303 Sr. Lifeguards         2,932.32         5,000.00         -2,067.68         58.65%           300305 Head Lifeguard         19,459.76         44,720.00         -25,260.24         43.52%           500501 Director of Maintenance         44,125.00         78,000.00         -33,875.00         56.57%           500502 Janitorial Staff         9,024.98         28,028.00         -19,003.02         32.2%           500505 Shut	Recreation Aide- Swim Lessons	0.00	500.00	-500.00	0.0%
200221 Training         12,103.80         29,069.00         -16,965.20         41.64%           Training - Client Services         190.08         2,000.00         -1,809.92         9.5%           Training - Maint & Custodial         0.00         500.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training Aerobics Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300303 Sr. Lifeguards         2,932.32         5,000.00         -2,067.68         58.65%           300305 Head Lifeguard         19,459.76         44,720.00         -25,260.24         43.52%           500501 Director of Maintenance         44,125.00         78,000.00         -33,875.00         56.57%           500503 Clover Valley Park         808.14         10,010.00         -9,201.86         8.07%           500505 Shut Down Maintenance         1,392.46         5,000.00         -3,607.54         27.85%           500506 Maintenance Assistant         2,418.41	200211 WSI Instructor - Other	14,333.61	36,868.00	-22,534.39	38.88%
Training- Lifeguard         12,103.80         29,069.00         -16,965.20         41.64%           Training - Client Services         190.08         2,000.00         -1,809.92         9.5%           Training - Maint & Custodial         0.00         500.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training Aerobics Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300303 Sr. Lifeguards         2,932.32         5,000.00         -2,067.68         58.65%           300305 Head Lifeguard         19,459.76         44,720.00         -25,260.24         43.52%           500501 Director of Maintenance         44,125.00         78,000.00         -33,875.00         56.57%           500502 Janitorial Staff         9,024.98         28,028.00         -19,003.02         32.2%           500503 Clover Valley Park         808.14         10,010.00         -9,201.86         8.07%           500506 Maintenance Assistant         2,418.41	Total 200211 WSI Instructor	14,333.61	37,368.00	-23,034.39	38.36%
Training - Client Services         190.08         2,000.00         -1,809.92         9.5%           Training - Maint & Custodial         0.00         500.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training Aerobics Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300303 Sr. Lifeguards         2,932.32         5,000.00         -2,067.68         58.65%           300305 Head Lifeguard         19,459.76         44,720.00         -25,260.24         43.52%           500501 Director of Maintenance         44,125.00         78,000.00         -33,875.00         56.57%           500502 Janitorial Staff         9,024.98         28,028.00         -19,003.02         32.2%           500503 Clover Valley Park         808.14         10,010.00         -9,201.86         8.07%           500505 Shut Down Maintenance         1,392.46         5,000.00         -3,607.54         27.85%           500506 Maintenance Assistant         2,418.41 <th>200221 Training</th> <th></th> <th></th> <th></th> <th></th>	200221 Training				
Training - Maint & Custodial         0.00         500.00         -500.00         0.0%           Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training Aerobics Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300303 Sr. Lifeguards         2,932.32         5,000.00         -2,067.68         58.65%           300305 Head Lifeguard         19,459.76         44,720.00         -25,260.24         43.52%           500501 Director of Maintenance         44,125.00         78,000.00         -33,875.00         56.57%           500502 Janitorial Staff         9,024.98         28,028.00         -19,003.02         32.2%           500503 Clover Valley Park         808.14         10,010.00         -9,201.86         8.07%           500505 Shut Down Maintenance         1,392.46         5,000.00         -3,607.54         27.85%           500506 Maintenance Assistant         2,418.41         11,502.00         -9,083.59         21.03%	Training- Lifeguard	12,103.80	29,069.00	-16,965.20	41.64%
Training - Swim Instructor         1,035.72         11,356.00         -10,320.28         9.12%           Training Aerobics Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300303 Sr. Lifeguards         2,932.32         5,000.00         -2,067.68         58.65%           300305 Head Lifeguard         19,459.76         44,720.00         -25,260.24         43.52%           500501 Director of Maintenance         44,125.00         78,000.00         -33,875.00         56.57%           500502 Janitorial Staff         9,024.98         28,028.00         -19,003.02         32.2%           500503 Clover Valley Park         808.14         10,010.00         -9,201.86         8.07%           500505 Shut Down Maintenance         1,392.46         5,000.00         -3,607.54         27.85%           500506 Maintenance Assistant         2,418.41         11,502.00         -9,083.59         21.03%	Training - Client Services	190.08	2,000.00	-1,809.92	9.5%
Training Aerobics Instructors         41.32         500.00         -458.68         8.26%           Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300303 Sr. Lifeguards         2,932.32         5,000.00         -2,067.68         58.65%           300305 Head Lifeguard         19,459.76         44,720.00         -25,260.24         43.52%           500501 Director of Maintenance         44,125.00         78,000.00         -33,875.00         56.57%           500502 Janitorial Staff         9,024.98         28,028.00         -19,003.02         32.2%           500503 Clover Valley Park         808.14         10,010.00         -9,201.86         8.07%           500505 Shut Down Maintenance         1,392.46         5,000.00         -3,607.54         27.85%           500506 Maintenance Assistant         2,418.41         11,502.00         -9,083.59         21.03%	Training - Maint & Custodial	0.00	500.00	-500.00	0.0%
Total 200221 Training         13,370.92         43,425.00         -30,054.08         30.79%           300301 Lifeguard         92,990.75         186,115.00         -93,124.25         49.96%           300303 Sr. Lifeguards         2,932.32         5,000.00         -2,067.68         58.65%           300305 Head Lifeguard         19,459.76         44,720.00         -25,260.24         43.52%           500501 Director of Maintenance         44,125.00         78,000.00         -33,875.00         56.57%           500502 Janitorial Staff         9,024.98         28,028.00         -19,003.02         32.2%           500503 Clover Valley Park         808.14         10,010.00         -9,201.86         8.07%           500505 Shut Down Maintenance         1,392.46         5,000.00         -3,607.54         27.85%           500506 Maintenance Assistant         2,418.41         11,502.00         -9,083.59         21.03%	Training - Swim Instructor	1,035.72	11,356.00	-10,320.28	9.12%
300301 Lifeguard       92,990.75       186,115.00       -93,124.25       49.96%         300303 Sr. Lifeguards       2,932.32       5,000.00       -2,067.68       58.65%         300305 Head Lifeguard       19,459.76       44,720.00       -25,260.24       43.52%         500501 Director of Maintenance       44,125.00       78,000.00       -33,875.00       56.57%         500502 Janitorial Staff       9,024.98       28,028.00       -19,003.02       32.2%         500503 Clover Valley Park       808.14       10,010.00       -9,201.86       8.07%         500505 Shut Down Maintenance       1,392.46       5,000.00       -3,607.54       27.85%         500506 Maintenance Assistant       2,418.41       11,502.00       -9,083.59       21.03%	Training Aerobics Instructors	41.32	500.00	-458.68	8.26%
300303 Sr. Lifeguards       2,932.32       5,000.00       -2,067.68       58.65%         300305 Head Lifeguard       19,459.76       44,720.00       -25,260.24       43.52%         500501 Director of Maintenance       44,125.00       78,000.00       -33,875.00       56.57%         500502 Janitorial Staff       9,024.98       28,028.00       -19,003.02       32.2%         500503 Clover Valley Park       808.14       10,010.00       -9,201.86       8.07%         500505 Shut Down Maintenance       1,392.46       5,000.00       -3,607.54       27.85%         500506 Maintenance Assistant       2,418.41       11,502.00       -9,083.59       21.03%	Total 200221 Training	13,370.92	43,425.00	-30,054.08	30.79%
300305 Head Lifeguard       19,459.76       44,720.00       -25,260.24       43.52%         500501 Director of Maintenance       44,125.00       78,000.00       -33,875.00       56.57%         500502 Janitorial Staff       9,024.98       28,028.00       -19,003.02       32.2%         500503 Clover Valley Park       808.14       10,010.00       -9,201.86       8.07%         500505 Shut Down Maintenance       1,392.46       5,000.00       -3,607.54       27.85%         500506 Maintenance Assistant       2,418.41       11,502.00       -9,083.59       21.03%	300301 Lifeguard	92,990.75	186,115.00	-93,124.25	49.96%
500501 Director of Maintenance         44,125.00         78,000.00         -33,875.00         56.57%           500502 Janitorial Staff         9,024.98         28,028.00         -19,003.02         32.2%           500503 Clover Valley Park         808.14         10,010.00         -9,201.86         8.07%           500505 Shut Down Maintenance         1,392.46         5,000.00         -3,607.54         27.85%           500506 Maintenance Assistant         2,418.41         11,502.00         -9,083.59         21.03%	300303 Sr. Lifeguards	2,932.32	5,000.00	-2,067.68	58.65%
500502 Janitorial Staff         9,024.98         28,028.00         -19,003.02         32.2%           500503 Clover Valley Park         808.14         10,010.00         -9,201.86         8.07%           500505 Shut Down Maintenance         1,392.46         5,000.00         -3,607.54         27.85%           500506 Maintenance Assistant         2,418.41         11,502.00         -9,083.59         21.03%	300305 Head Lifeguard	19,459.76	44,720.00	-25,260.24	43.52%
500503 Clover Valley Park         808.14         10,010.00         -9,201.86         8.07%           500505 Shut Down Maintenance         1,392.46         5,000.00         -3,607.54         27.85%           500506 Maintenance Assistant         2,418.41         11,502.00         -9,083.59         21.03%	500501 Director of Maintenance	44,125.00	78,000.00	-33,875.00	56.57%
500505 Shut Down Maintenance       1,392.46       5,000.00       -3,607.54       27.85%         500506 Maintenance Assistant       2,418.41       11,502.00       -9,083.59       21.03%	500502 Janitorial Staff	9,024.98	28,028.00	-19,003.02	32.2%
<b>500506 Maintenance Assistant</b> 2,418.41 11,502.00 -9,083.59 21.03%	500503 Clover Valley Park	808.14	10,010.00	-9,201.86	8.07%
	500505 Shut Down Maintenance	1,392.46	5,000.00	-3,607.54	27.85%
Adult Swim Team Coach         1,008.23         5,416.00         -4,407.77         18.62%	500506 Maintenance Assistant	2,418.41	11,502.00	-9,083.59	21.03%
	Adult Swim Team Coach	1,008.23	5,416.00	-4,407.77	18.62%

	Jan - Jul 25	Rudget	\$ Over Budget	% of Budget
Madhad		Budget	\$ Over Budget	% or budget
Medical	-1,409.88	04 500 00	44 550 70	40 470′
Swim Lesson Coordinator	10,027.22	21,580.00	-11,552.78	46.47%
Unemployment Paid to ESD	0.00	8,000.00	-8,000.00	0.0%
Total 576.20.10 Salary & Wages	367,838.11	848,377.00	-480,538.89	43.36%
576.20.11 Payroll Benefits				
20.111 Retirement		4 000 00	4 000 00	0.00/
Business Manager	0.00	4,000.00	-4,000.00	0.0%
Executive Director	0.00	5,650.00	-5,650.00	0.0%
Maintenance Director	0.00	3,900.00	-3,900.00	0.0%
Recreation Manager	0.00	6,916.00	-6,916.00	0.0%
Total 20.111 Retirement	0.00	20,466.00	-20,466.00	0.0%
20.112 Sick Pay				
Business Manager	606.06	3,077.00	-2,470.94	19.7%
Director	1,611.10	4,346.00	-2,734.90	37.07%
Maintenance Supervisor	0.00	3,000.00	-3,000.00	0.0%
Non-Exempt Full-Time	77.04	5,320.00	-5,242.96	1.45%
Part Time Staff	4,145.33	8,250.00	-4,104.67	50.25%
Total 20.112 Sick Pay	6,439.53	23,993.00	-17,553.47	26.84%
20.113 Vacation				
Business Manager	0.00	9,230.00	-9,230.00	0.0%
Director	1,161.72	13,039.00	-11,877.28	8.91%
Director of Maintenance	0.00	3,000.00	-3,000.00	0.0%
Non-Exempt Full-Time	507.36	5,320.00	-4,812.64	9.54%
Total 20.113 Vacation	1,669.08	30,589.00	-28,919.92	5.46%
Bereavement Leave	399.63	2,400.00	-2,000.37	16.65%
Total 576.20.11 Payroll Benefits	8,508.24	77,448.00	-68,939.76	10.99%
576.20.12 Payroll Taxes	60,492.13	99,782.00	-39,289.87	60.62%
576.20.20 Personnel Benefits				
Cell phone	1,020.00	2,880.00	-1,860.00	35.42%
Emp Award Program	0.00	1,200.00	-1,200.00	0.0%
Emp Uniforms	220.63	5,000.00	-4,779.37	4.41%
Medical	15,734.15	67,970.00	-52,235.85	23.15%
Total 576.20.20 Personnel Benefits	16,974.78	77,050.00	-60,075.22	22.03%
576.20.30 Minor Purchases				
20.31 JVMP				
Adult Swim Team Equipment	0.00	130.00	-130.00	0.0%
Aerobic supplies	1,547.64	1,600.00	-52.36	96.73%
Aquatics Equipment	0.00	1,870.00	-1,870.00	0.0%
Cleaning & Sanitation	1,086.98	3,525.00	-2,438.02	30.84%
First Aide supplies	110.49	1,200.00	-1,089.51	9.21%
Office Equipment	13,030.75	40,200.00	-27,169.25	32.42%
Office supplies	342.93	2,000.00	-1,657.07	17.15%

	Jan - Jul 25	Budget	\$ Over Budget	% of Budget
Pool Chemicals	31,989.89	35,737.00	-3,747.11	89.52%
Retail Expense	0.00	2,000.00	-2,000.00	0.0%
Swim School Supplies	0.00	260.00	-260.00	0.0%
Total 20.31 JVMP	48,108.68	88,522.00	-40,413.32	54.35%
20.33 Vehicle Maintenance				
Fuel Expense	49.38	287.00	-237.62	17.21%
Repair	446.70	363.00	83.70	123.06%
Routine Maitnenace	16.32	225.00	-208.68	7.25%
Total 20.33 Vehicle Maintenance	512.40	875.00	-362.60	58.56%
20.34 Concession Expense	785.29	3,500.00	-2,714.71	22.44%
20.35 Sm Tools/Equip	118.13	4,000.00	-3,881.87	2.95%
Minor Purchases - Other	6,704.00			
Total 576.20.30 Minor Purchases	56,228.50	96,897.00	-40,668.50	58.03%
576.20.40 JVMPool Other Svcs				
20.41 Professional Services				
Bank Fees	0.05	650.00	-649.95	0.01%
Computer Maintenance	2,918.69	3,000.00	-81.31	97.29%
Copy Machine Maint	1,068.77	2,500.00	-1,431.23	42.75%
Credit Card Processing	7,513.80	13,899.00 2,413.00	-6,385.20 -2,278.00	54.06%
Dues & Memberships	135.00			5.6%
Emp Background Checks	119.00	900.00	-781.00	13.22%
HVAC PMS	5,458.63	10,035.00	-4,576.37	54.4%
IT Service Contract	7,225.07	11,118.00	-3,892.93	64.99%
JVMP Landscape Maint	0.00	2,000.00	-2,000.00	0.0%
Legal	1,287.00	10,000.00	-8,713.00	12.87%
Payroll Processing	6,397.69	11,712.00	-5,314.31	54.63%
Pest Control	303.02	600.00	-296.98	50.5%
POS System	14,108.24	13,689.00	419.24	103.06%
Roof Preventative Maintenance	0.00	4,197.00	-4,197.00	0.0%
Security System - Annual	434.30	1,200.00	-765.70	36.19%
Security System - Service Calls	948.86	949.00	-0.14	99.99%
Storage Unit	480.00	2,160.00	-1,680.00	22.22%
Training Courses & Tuition	4,886.60	19,825.00	-14,938.40	24.65%
Web Hosting	344.87	350.00	-5.13	98.53%
Total 20.41 Professional Services	53,629.59	111,197.00	-57,567.41	48.23%
20.42 Communication				
Advertising	9,321.58	15,000.00	-5,678.42	62.14%
Email/Business Apps	1,962.24	13,400.00	-11,437.76	14.64%
Internet Service	3,269.22	3,900.00	-630.78	83.83%
Phone Service	1,061.42	3,184.00	-2,122.58	33.34%
Postage	73.00	300.00	-227.00	24.33%
Total 20.42 Communication	15,687.46	35,784.00	-20,096.54	43.84%

	Jan - Jul 25	Budget	\$ Over Budget	% of Budget
20.43 Travel	0.00	2,200.00	-2,200.00	0.0%
20.46 Insurance	138,829.90	150,015.00	-11,185.10	92.54%
20.47 Utilities				
Boiler	89,634.61	83,327.00	6,307.61	107.57%
Electricity	35,971.92	53,885.00	-17,913.08	66.76%
Garbage	0.00	300.00	-300.00	0.0%
Patron Water	12,924.80	20,126.00	-7,201.20	64.22%
Pool Water/Garbage	7,444.11	13,908.00	-6,463.89	53.52%
Spa Boiler	7,342.45	10,583.00	-3,240.55	69.38%
Total 20.47 Utilities	153,317.89	182,129.00	-28,811.11	84.18%
20.48 NWPRD Repair & Maint				
Capital Expenses	5,808.67	468,000.00	-462,191.33	1.24%
20.48 NWPRD Repair & Maint - Other	10,638.15	72,000.00	-61,361.85	14.78%
Total 20.48 NWPRD Repair & Maint	16,446.82	540,000.00	-523,553.18	3.05%
Total 576.20.40 JVMPool Other Svcs	377,911.66	1,021,325.00	-643,413.34	37.0%
576.20.50 Intergovernmental				
Business Tax	3,342.54			
Clean Water Utility	117.39	118.00	-0.61	99.48%
Election services	12,727.93	10,000.00	2,727.93	127.28%
Emp Adv Serv	0.00	1,080.00	-1,080.00	0.0%
Refunds				
Patron Refund- Basketball	510.00			
Patron Refund- Facility Rental	175.00			
Patron Refund- Punch Card	46.00			
Patron Refund-Pvt Swim Lessons	351.00			
Patron Refund - STEAM Camp	245.00			
Patron Refund - US Masters	795.80			
Patron Refund - Viewing Room	17.00			
Patron Refund OS Party	270.00			
Patron Refund Day Camp	300.00			
Patron Refund Swim Lessons	693.70			
Refunds - Other	0.00	6,000.00	-6,000.00	0.0%
Total Refunds	3,403.50	6,000.00	-2,596.50	56.73%
Water Rec Facility Permit	967.00	1,000.00	-33.00	96.7%
Total 576.20.50 Intergovernmental	20,558.36	18,198.00	2,360.36	112.97%
576.80.00 General Parks				
576.80.33 Vehicle Maintenance				
Fuel Expense	61.40	832.00	-770.60	7.38%
Repair	446.69	363.00	83.69	123.06%
Routine Maintenance	16.32	225.00	-208.68	7.25%
Total 576.80.33 Vehicle Maintenance	524.41	1,420.00	-895.59	36.93%
576.80.35 Sm Tools/Equipment	0.00	600.00	-600.00	0.0%
T. P.	<del>-</del>	<del>-</del>	<del>-</del>	

	Jan - Jul 25	Budget	\$ Over Budget	% of Budget
576.80.47 Utilities				
CVP Water	499.71	1,425.00	-925.29	35.07%
Dump Fees	0.00	200.00	-200.00	0.0%
Garbage	402.26	1,980.00	-1,577.74	20.32%
Total 576.80.47 Utilities	901.97	3,605.00	-2,703.03	25.02%
576.80.48 CVP Repair & Maint				
Clover Valley Ball Fields	2,131.46	10,000.00	-7,868.54	21.32%
Clover Valley Dog Park	712.95	3,750.00	-3,037.05	19.01%
Total 576.80.48 CVP Repair & Maint	2,844.41	13,750.00	-10,905.59	20.69%
80.40 Non Aquatic Rec Prog				
Special Events/Programs	0.00	8,000.00	-8,000.00	0.0%
Total 80.40 Non Aquatic Rec Prog	0.00	8,000.00	-8,000.00	0.0%
80.41 Professional Services				
Porta-Potty	3,016.30	4,050.00	-1,033.70	74.48%
Total 80.41 Professional Services	3,016.30	4,050.00	-1,033.70	74.48%
Total 576.80.00 General Parks	7,287.09	31,425.00	-24,137.91	23.19%
Total 576.20 NWPPRD Expenses	915,798.87	2,270,502.00	-1,354,703.13	40.34%
Total 570.00 RECREATION SERVICES	940,677.98	2,386,189.00	-1,445,511.02	39.42%
Reconciliation Discrepancies	-2,437.56			
Total Expense	939,830.23	2,386,189.00	-1,446,358.77	39.39%
Net Ordinary Income	135,590.69	-95,821.00	231,411.69	-141.5%
	135,590.69	-95,821.00	231,411.69	-141.5%



### John Vanderzicht Memorial Pool Schedule

September 2-November 30, 2025

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Lap Swim	10am-12pm 12-1pm*	6am-1pm 7-8pm	6am-1pm 5-8pm	6am-1pm	6am-1pm 5-8pm	6am-1pm 5-7:15pm	8am-1pm
Open Swim	1:15-3:45pm			7:30-9pm		7:30-9pm	1:15-3:45pm
Water Aerobics & Volleyball		Aerobics 8-9am (HIPE) 9:05-10:05am Volleyball 10:15-11:45am	<u>Aerobics</u> 9:05-10:05am 6:35-7:35pm	Aerobics 8-9am (HIPE) 9:05-10:05am Volleyball 10:15-11:45am	<u>Aerobics</u> 9:05-10:05am 6:30-7:30pm	Aerobics 8-9am (HIPE) 9:05-10:05am Volleyball 10:15-11:45am	<u>Aerobics</u> 12:10-1:10pm
Swim Lessons		5:10-7:25pm	10-11:40am	5:10-7:25pm	10-11:40am		Private Lessons Only
Tot Pool	10am-12pm	6am-1pm 7:30-8pm	6-10am 12-1pm 5-8pm	6am-1pm	6-10am 12-1pm 5-8pm	6am-1pm 5-7:15pm	8am-1pm

	Additional Pool Activities
	Sensory Splash* Sunday 12:00-1:00pm
Fa	cility Rentals (Birthdays) Saturdays & Sundays 4:00-5:30pm (Open Swim options also available)
	OHHS Practice M-F 3:00-5:00pm
	NWAC M/W 5:00-7:00pm, T/Th/F 5:00-6:30pm
	Private Lessons may occur during lap swim times.

Hours subject to change. Please visit NWPPRD.org or call us at 360.675.7665 ext.0 for our most up to date times.

\*Quiet swim time with no music or overhead lights.

	Single S	Session A	\dmission*	*
	Prices liste	ed as Reside	nt/Non-Resider	nt
Lap Swim	Open Swim & Tot Pool	Aerobics & Volleyball	<b>Lockers</b> With Collateral	Shower Only
\$6 / \$7	\$5 / \$6	\$7 / \$8	\$0.50	\$3.50

<sup>\*\*</sup>MWR pays admission for Lap Swim and Open Swim for active duty, reservists, and active duty family members only. MWR requires us to check your military ID for each and every admission.

Punch Cards (10 Visits)				
Prices listed as Resident/Non-Resident				
Lap Swim	Open Swim & Tot Pool	Aerobics & Volleyball		
\$51 / \$59.50	\$42.50 / \$51	\$59.50 / \$68		

Monthly, Quarterly, or Yearly Memberships also available for purchase. Please see the front desk for more information.

Admission fee is required for each individual entering the pool deck.

7.a.i Item: Budget Committee-Budget Appendix Update

Meeting Date: August 28, 2025
Presented By: Commissioner Guy

7.b. Item: Program Committee

Meeting Date: August 28, 2025

Presented By: BOC

7.c.i. Item: By Laws-Business and Standing Rules Update

Meeting Date: August 28, 2025

Presented By: Commissioner Hartmann



8.a.	Unfinished	Business	Item	: N	one
	Meeting	Date: Au	ıgust	28,	2025

Presented By: N/A

9.a. New Business Item: Refund Budget Adjustment

Meeting Date: August 28, 2025 Presented By: Julie Millang

This season, we encountered a few uncommon situations that led to a higher-than-usual total in customer refunds. Below are a breakdown of the key issues and the need for budget adjustment:

- Whidbey Ren Faire purchased shower passes for staff and volunteers.
- Due to the late timing, they didn't have a system to distribute the passes.
- Many individuals paid for showers out of pocket instead of using the pre-paid passes.
- The Faire requested a partial refund for unused passes.
- \$200 will remain in their account as credit for next year.

JW

- A day camp parent paid in full for multiple sessions.
- Their plans changed, and they no longer needed all sessions.
- We issued a refund for the canceled sessions.
- These refunds, combined with typical annual refunds, pushed this year's total above our usual range.
- A budget adjustment is needed to reflect the increased refund amount.
- The total of these two refunds is \$2,577.

BL

BK

- The current budget for the expense line item for refunds is \$6,000.
- Increasing the amount by \$2,500 will ensure we are able to continue processing refunds in a timely manner for patrons, without exceeding the budgeted amount.

Recommended Motion: I move to increase the expense line item for refunds to \$8500.

This section is for staff use.

Motion \_\_\_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_\_\_ Discussion: Yes/No

Vote: Y/N/AB

MH

DG



9.b. New Business Item: Pizza with the Board

Meeting Date: August 28, 2025

Presented By: Commissioner Hartmann

#### **Recommended Motion:**

This section is for staff use.									
Motion _		2 <sup>nd</sup>	<b>Discussion:</b> Yes/No						
Vote: Y/N	N/AB								
BK	$\mathbf{BL}$	JW	MH	DG					

**9.c. New Business Item:** Employee of the Month

Meeting Date: August 28, 2025 Presented By: Mitch Cochran

John was such a wonderful (re)addition to our team this summer! As our Day Camp Manager, he showed exceptional dependability, dedication, and enthusiasm. Each day he arrived ready to give the kids the best camp experiences possible, and his background in the classroom, combined with his passion for helping kids reach their full potential, was evident in everything he did. John not only led the campers with energy and care but also guided and supported the Day Camp leaders, setting a strong example of leadership. His hard work and positive impact on both staff and campers make him truly deserving of Employee of the Month.

9.d. New Business Item: MWR Renewal Contract

Meeting Date: August 28, 2025

Presented By: Jay Cochran

Synopsis of Contract NAFREG-25-Q-0029 – Annual Pool Usage Services for Navy Region Northwest (NAS Whidbey Island) The Contract usually goes from October 1st thru Sept. 30th each year.

- 1. The Navy Region Northwest (NRNW) needs a contractor to provide access to a swimming pool for military personnel and their families.
- 2. The pool must be available for lap swims and open swimming sessions.
- 3. The pool must have lifeguards always present during usage.
- 4. The pool must be at least 25 meters or 25 yards in length and must have both a shallow and deep end.
- 5. The facility must be located within 30 minutes of Naval Air Station Whidbey Island (NASWI).
- 6. The facility must follow safety and health regulations, including those from:
  - a. Centers for Disease Control and Prevention (CDC)
  - b. Occupational Safety and Health Administration (OSHA)
  - c. American College of Sports Medicine (ACSM)

- d. Americans with Disabilities Act (ADA)
- 7. The contractor must check military IDs before letting anyone use the pool.
- 8. The contractor must maintain a sign-in sheet for every user, listing their name, date, time, and type of ID.
- 9. Copies of the sign-in sheets must be sent to the Navy's Morale, Welfare, and Recreation (MWR) representative monthly.
- 10. Contractor staff must follow Department of Defense (DoD) security rules and protect sensitive or private information.
- 11. All data, reports, and work created under this contract belong to the government and must be returned at the end of the contract.
- 12. The contractor must not use or share any information or material from this project for other purposes.
- 13. The contract follows the Service Contract Act (SCA). Workers must be paid the prevailing wage for Island and San Juan Counties as determined by the U.S. Department of Labor.
- 14. Contractors must choose a payment method in their proposal. Payments may be made by:
  - a. Electronic funds transfer (ACH) typically paid in 30 days or less
  - b. Single Use Account (SUA) typically paid in 10 days or less
- 15. Contractors are prohibited from using TikTok or any app created by ByteDance on any device used for this contract.
- 16. Contractors also cannot use or provide certain types of Chinese telecommunications equipment or services (e.g., Huawei, ZTE, Hikvision).
- 17. The government will evaluate contractor proposals based on the following:
  - a. Ability to meet all pool service requirements (technical capability)
  - b. Experience with similar services for at least five years
  - c. References and past performance with similar customers
- 18. The award will be given to the contractor offering the best value, not just the lowest price.
- 19. If selected, the contractor will be notified in writing. No furtheraction will be needed to make the contract official.
- 20. Contractors must be registered and current in the System for Award Management

**Recommended Motion:** I move to approve the submission of our annual quote in response to Contract NAFREG-25-Q-0029 for the provision of pool usage services to Naval Air Station Whidbey Island for the upcoming contract year as presented.

This section is for staff use							
Motion _		2 <sup>nd</sup>	Discussion: Yes/No				
Vote: Y/	N/AB						
BK	BL	JW	MH	DG			

#### FLEET AND FAMILY READINESS NAVY REGION NORTHWEST



### Community Pride through "World Class Service"

12 August 2025

Commander Navy Region Northwest Region Procurement Department 610 Dowell Street Bldg. 94 Keyport, WA 98345

Subject: REQUEST FOR QUOTATION (RFQ) NAFREG-25-Q-0029

Dear Prospective Offeror:

This request for quotation is for annual pool usage for Naval Air Station Whidbey Island's active duty service members, active duty family members, and reservists. Please provide a quotation for the line item(s) listed below based upon your best pricing, with any discounts offered to your best customers. If any items or services quoted are "Open Market" items, they must be identified as such on the quotation.

Please let the undersigned know as soon as possible if additional time is needed to extend the due date for the RFQ. It is the Contracting Officer's (KO) sole determination if additional time will be granted. Any granted or non-granted extensions in the RFQ response time are not basis for protest.

All questions will be due no later than 01:00 p.m. (PST), Friday, 22 August 2025 (or sooner if possible) in order to be considered timely. Please contact Kelsey Mann with additional questions at the email address noted below or call (360) 396-7121.

Please respond to this RFQ by emailing response to: Kelsey Mann at <u>kelsey.l.mann2.naf@us.navy.mil</u> no later than 2:00 p.m. (PST) Friday, 29 August 2025 (or sooner if possible) in order to be considered timely. Any quotation, modification, revision, or withdrawal of a quotation received after the exact time specified above shall be determined as late and will not be considered unless:

- A. Received before award is made.
- B. The KO determines that accepting the late quotation would not unduly delay the acquisition.
- C. It was the only quotation received.

Failure to quote on all CLINs, complete and return all attachments listed below or failure to <u>submit all 18 pages</u> of this RFQ with all applicable clauses/provisions filled in will render the quotation unacceptable and ineligible for award consideration in the absence of discussions.

The Non-Appropriated Fund Instrumentality (NAFI) requests the quotation to be effective for 30 days after submission.

Kelsey Mann Contract & Procurement Specialist

#### Attachments:

- A. Statement of Experience
- B. Reference Form
- C. Section 889 Telecommunications Representation
- D. Representations & Certifications

	NAVAL AIR STATION WHIDBEY ISLAND (NASWI)				
	FITNESS CENTER				
CLIN	DESCRIPTION	QTY	UNIT	UNIT PRICE	
0001	Lap Swim – Active Duty Service Member	1	EA	\$6.00	
0002	Lap Swim – Active Duty Family Member	1	EA	\$6.00	
0003	Lap Swim – Reservist	1	EA	\$6.00	
0004	Open Swim – Active Duty Service Member	1	EA	\$5.00	
0005	Open Swim – Active Duty Family Member	1	EA	\$5.00	
0006	Open Swim – Active Duty Family Member (Ages 2 & Under)	1	EA	\$5.00	
0007	Open Swim – Reservist	1	EA	\$5.00	

Please provide the information below:		
Company Name: North Whidbey Pool, Park, and	Recreation District	
Point of Contact (POC):Jay Cochran		
Telephone #: 360.842.8005	Email: _jcochran@nwpprd.org	
Unique Entity Identifier (UEI): SJVVTKAEJL92	Cage Code: 1PG37	
Payment Terms: Monthly	Tax ID #: _91-1190105	
Existing Contract # (i.e. GSA, AFNAFPO, Etc.):		

#### PERFORMANCE WORK STATEMENT

- **1. INTRODUCTION:** Navy Region Northwest (NRNW) is seeking a qualified and experienced Contractor to provide pool usage services for active duty service members, active duty family members and reservists.
- **2. BACKGROUND:** Situated on the largest island in Washington State, NASWI is located on two areas of land in the city of Oak Harbor. Fleet & Family Readiness provides quality-of-life programs that meet NASWI customer needs in the most effective manner. From dining, entertainment, and recreation to childcare, housing, and support services, FFR programs serve as a catalyst for maximizing all the Pacific Northwest has to offer.

#### 3. REQUIREMENTS:

#### 3.1 General Requirements:

- A. The Contractor shall:
  - 1) Provide lap and open swim services for active duty service members, active duty family members, and reservists.
    - a) Aquatics facility shall require lifeguards on duty at all times.
    - b) Pool shall consist of a shallow end, deep end, and be twenty-five (25) meters or yards long at minimum.
    - c) Aquatics facility shall be located within thirty (30) minutes of NASWI boundaries.
  - 2) Ensure facility is in compliance with all applicable codes, standards, design parameters, or regulations of Center of Disease Control and Prevention, Occupational Safety and Health Administration (OSHA), American College of Sports Medicine (ACSM) guidelines, and Americans with Disabilities Accessibility Act (AADA) guidelines.
  - 3) Verify active duty military and reservist status through ID card verification prior to pool usage.
  - 4) Provide and maintain sign in sheet
    - a) Have each patron sign in upon verification of military ID. Sign in sheet must include patron's name, date of attendance, time, and type of military identification presented.
    - b) Provide a copy of sign in sheet to MWR Point of Contact (POC) at the beginning of each month for prior month's usage.
- 4. MAIN TASK/ORDER OBJECTIVES: N/A
- 5. APPLICABLE DOCUMENTS AND REFERENCES: N/A
- 6. TASK REQUIREMENTS: N/A
- 7. DELIVERABLES AND ACCEPTANCE: N/A

- 8. QUALITY CONTROL AND CONFLICTS OF INTEREST: N/A
- 9. GOVERNMENT/NAFI FURNISHED EQUIPMENT: N/A
- 10. EDUCATION AND EXPERIENCE: N/A
- 11. KEY PERSONNEL: N/A
- **12. SECURITY:** The Contractor shall comply with all applicable Department of Defense (DoD) security regulations and procedures during the performance of this contract. The Contractor shall not disclose and must safeguard sensitive information, computer systems and data, privacy act data, and Government and contracted personnel work products that are obtained or generated in the performance of this contract.
  - 12.1 The Contractor is responsible for safeguarding information of a sensitive nature. Failure to safeguard any privileged information which may involve the Contractor or the Contractor's personnel or to which they may have access may subject the Contractor and/or the Contractor's employees to criminal liability under Title 18, section 793 and 7908 of the United States Code.
- 13. CONFIDENTIALITY: This project and all materials provided to the Contractor by the Government and results, conclusions and recommendations obtained thereof shall be considered confidential in nature and treated with the same level of care that the Contractor treats its own confidential business information. The information shall not be disclosed, copied, modified, used (except in the completion of this project) or otherwise disseminated to any other person or entity at any time to include, but not limited to inclusion in any database external to the Government without the Government's express consent.
- **14. INTELLECTUAL PROPERTY RIGHTS:** No data provided to, or developed by, the Contractor shall be used for any purpose other than this contract and subsequent task orders. All information (data files and hard copy) become the property of the government, and the Contractor shall return them to the designated program manager and or COR, at the completion of the task.
- **15. PRIVACY ACT:** Personnel shall adhere to the Privacy Act, Title 5 of the U.S. Code, Section 552a and applicable agency rules and regulations. Any information reported, summarized, or otherwise considered procurement sensitive that comes about through the work performed will not be distributed or discussed outside the framework of the Data Layer Optimization Project. All programs and materials developed at government expense during the course of this contract are the property of the government. Contractor personnel shall be required to obtain and maintain security badges and adhere to the security requirements of the installation. The Government will retain rights to all intellectual property produced in the course of performing the tasks in this PWS.

### **SPECIAL CONTRACT REQUIREMENTS:**

1. PAYMENT METHODS: Electronic funds transfer payments are available for processing invoices for this contract in accordance with the prompt payment act via the Automated Clearing House (ACH) network, subject to the rules of the National Automated Clearing House Association or via credit card procedures with Single Use Account (SUA). Single-Use Account (SUA) is an electronic payment tool that eliminates the need for a physical credit card. SUA provides a single electronic card for each payment. A 16-digit virtual account is provided for each payment, and the credit limit is set for the specific payment amount. Electronic funds transfer ACH payments will be processed on a Net 30-days basis or less if a payment discounted is offered, e.g. 2% 10 days. SUA payments will be processed in 10 days or less. Prospective Contractors shall include their desired payment method in their proposal/quote.

2. SERVICE CONTRACT ACT (SCA): The McNamara-O'Hara Service Contract Act (SCA) covers contracts entered into by federal and District of Columbia agencies that have as their principal purpose furnishing services in the U.S. through the use of "service employees." The definition of "service employee" includes any employee engaged in performing services on a covered contract other than a bona fide executive, administrative, or professional employee who meets the exemption criteria set forth in 29 CFR Part 541. The Act requires contractors and subcontractors performing services on prime contracts in excess of \$2,500 to pay service employees in various classes no less than the wage rates and fringe benefits found prevailing in the locality, or the rates (including prospective increases) contained in a predecessor contractor's collective bargaining agreement. The Department of Labor issues wage determinations on a contract-by-contract basis in response to specific requests from contracting agencies. These determinations are incorporated into the contract. For contracts equal to or less than \$2,500, contractors are required to pay the federal minimum wage as provided in Section 6(a)(1) of the Fair Labor Standards Act. For prime contracts in excess of \$100,000, contractors and subcontractors must also, under the provisions of the Contract Work Hours and Safety Standards Act, as amended, pay laborers and mechanics, including guards and watchmen, at least one and one-half times their regular rate of pay for all hours worked over 40 in a workweek. The overtime provisions of the Fair Labor Standards Act may also apply to SCA-covered contracts. A complete copy of the Act to include applicable laws and regulations and additional information is available from:

https://www.dol.gov/agencies/whd/government-contracts/service-contracts

**3. DEPARTMENT OF LABOR WAGE DETERMINATION:** The following county specific Department of Labor Wage Determination(s) apply to the service requirement within this solicitation:

WD 15-5547 (Rev. 28) Dated 07/07/2025– Island & San Juan Counties

The appropriate wage determination is available at <a href="https://sam.gov/content/wage-determinations">https://sam.gov/content/wage-determinations</a>. Enter the WD number in the search box and the appropriate wage determination will be displayed with the applicable wage rates that are required to be paid to employees working on the services provided under the contract.

#### 4. PROHIBITION ON A BYTEDANCE COVERED APPLICATION (JUN 2023):

(a) Definitions. As used in this clause—

Covered application means the social networking service TikTok or any successor application or service developed or provided by ByteDance Limited or an entity owned by ByteDance Limited.

Information technology, as defined in 40 U.S.C. 11101(6)—

- (1) Means any equipment or interconnected system or subsystem of equipment, used in the automatic acquisition, storage, analysis, evaluation, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information by the executive agency, if the equipment is used by the executive agency directly or is used by a contractor under a contract with the executive agency that requires the use—
  - (i) Of that equipment; or
  - (ii) Of that equipment to a significant extent in the performance of a service or the furnishing of a product;

- (2) Includes computers, ancillary equipment (including imaging peripherals, input, output, and storage devices necessary for security and surveillance), peripheral equipment designed to be controlled by the central processing unit of a computer, software, firmware and similar procedures, services (including support services), and related resources; but
- (3) Does not include any equipment acquired by a Federal contractor incidental to a Federal contract.
- (b) *Prohibition*. Section 102 of Division R of the Consolidated Appropriations Act, 2023 (Pub. L. 117-328), the No TikTok on Government Devices Act, and its implementing guidance under Office of Management and Budget (OMB) Memorandum M-23-13, dated February 27, 2023, "No TikTok on Government Devices" Implementation Guidance, collectively prohibit the presence or use of a covered application on executive agency information technology, including certain equipment used by Federal contractors. The Contractor is prohibited from having or using a covered application on any information technology owned or managed by the Government, or on any information technology used or provided by the Contractor under this contract, including equipment provided by the Contractor's employees; however, this prohibition does not apply if the Contracting Officer provides written notification to the Contractor that an exception has been granted in accordance with OMB Memorandum M-23-13.
- (c) *Subcontracts*. The Contractor shall insert the substance of this clause, including this paragraph (c), in all subcontracts, including subcontracts for the acquisition of commercial products or commercial services.

(end of clause)

## 5. PROHIBITION ON CONTRACTING FOR CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT:

Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (Aug 2020)

(a) Definitions. As used in this clause—

Backhaul means intermediate links between the core network, or backbone network, and the small subnetworks at the edge of the network (e.g., connecting cell phones/towers to the core telephone network). Backhaul can be wireless (e.g., microwave) or wired (e.g., fiber optic, coaxial cable, Ethernet).

Covered foreign country means The People's Republic of China.

Covered telecommunications equipment or services means—

- (1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities);
- (2) For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);

- (3) Telecommunications or video surveillance services provided by such entities or using such equipment; or
- (4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

#### Critical technology means-

- (1) Defense articles or defense services included on the United States Munitions List set forth in the International Traffic in Arms Regulations under subchapter M of chapter I of title 22, Code of Federal Regulations;
- (2) Items included on the Commerce Control List set forth in Supplement No. 1 to part 774 of the Export Administration Regulations under subchapter C of chapter VII of title 15, Code of Federal Regulations, and controlled-
  - (i) Pursuant to multilateral regimes, including for reasons relating to national security; or
  - (ii) For reasons relating to regional stability or surreptitious listening;
- (3) Emerging and foundational technologies controlled pursuant to section 1758 of the Export Control Reform Act of 2018 (50 U.S.C. 4817).

Interconnection arrangements means arrangements governing the physical connection of two or more networks to allow the use of another's network to hand off traffic where it is ultimately delivered (e.g., connection of a customer of telephone provider A to a customer of telephone company B) or sharing data and other information resources.

Reasonable inquiry means an inquiry designed to uncover any information in the entity's possession about the identity of the producer or provider of covered telecommunications equipment or services used by the entity that excludes the need to include an internal or third-party audit.

Roaming means cellular communications services (e.g., voice, video, data) received from a visited network when unable to connect to the facilities of the home network either because signal coverage is too weak or because traffic is too high.

Substantial or essential component means any component necessary for the proper function or performance of a piece of equipment, system, or service.

#### (b) Prohibition.

- (1) Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2019, from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. The Contractor is prohibited from providing to the Government any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies.
- (2) Section 889(a)(1)(B) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2020, from entering into a contract, or extending or renewing a contract, with an entity that uses any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies. This prohibition applies to the use of covered telecommunications equipment or services, regardless of whether that use is in performance of work under a Federal contract.
- (c) Exceptions. This clause does not prohibit contractors from providing—
  - (1) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or
  - (2) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.
- (d) Reporting requirement.
  - (1) In the event the Contractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the Contractor is notified of such by a subcontractor at any tier or by any other source, the Contractor shall report the information in paragraph (d)(2) of this clause to the Contracting Officer. For indefinite delivery contracts, the Contractor shall report to the Contracting Officer for the indefinite delivery contract and the Contracting Officer(s) for any affected order.
  - (2) The Contractor shall report the following information pursuant to paragraph (d)(1) of this clause
    - (i) Within one business day from the date of such identification or notification: the contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.

- (ii) Within 10 business days of submitting the information in paragraph (d)(2)(i) of this clause: any further available information about mitigation actions undertaken or recommended. In addition, the Contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.
- (e) Subcontracts. The Contractor shall insert the substance of this clause, including this paragraph (e) and excluding paragraph (b)(2), in all subcontracts and other contractual instruments, including subcontracts for the acquisition of commercial items.

(end of clause)

#### **INSTRUCTIONS AND AWARD EVALUATION FACTORS:**

1. BASIS FOR AWARD: The NAFI will award a service contract from this Request for Quotation (RFQ) to the responsible Offeror whose quote conforming to the RFQ will be the best value to the NAFI. Failure to acknowledge any Amendments may result in your quote not being considered for award. Contract type shall be Firm-Fixed-Price (FFP). The quote shall consist of narrative and supporting data that address all technical requirements contained in the RFQ. The quote shall be clear, concise, and shall include sufficient detail for effective evaluation. The Offeror's technical quote must address the following elements:

**Factor 1: Technical Capability:** The Offeror must have the ability to meet the requirements listed in Performance Work Statement Section 3.1: General Requirements.

Factor 2: Qualifications & Experience: The Offeror must have a minimum of five (5) years' experience directly related to the same or similar task & support (Attachment A – Statement of Experience)

Factor 3: Past Performance: The Offeror shall provide three (3) acceptable customer references. References should be the respondent's customers that are receiving services similar to the scope of this requirement. Please ensure all email address and telephone numbers listed are correct and active for all points of contact prior to submission (Attachment B – References Form)

#### 2. EVALUATION AND AWARD FACTORS:

The NAFI will award a purchase order/delivery order from this RFQ to the responsible Offeror as a sole source. The following non-price factors along with price will be used to evaluate offers. Technical acceptability will be determined by an evaluation of the quoted requirements that meet the technical criteria that is contained in the solicited item description or its' equal. The NAFI may use various price analysis techniques and procedures to ensure a fair and reasonable price. Examples of such techniques include but are not limited to the following: comparison of proposed prices received in response to the RFQ, comparison of proposed prices to historical prices paid, whether by the Government or other than the Government, for the same or similar items.

Factor 1 – Technical Capability: This quotation will be evaluated based on the Offeror's ability to meet the requirements listed in Performance Work Statement Section 3.1: General Requirements.

**Factor 2 – Qualification & Experience:** This factor will be evaluated based on the Offeror's statement of experience provided on Attachment A – Statement of Experience.

- **Factor 3 Past Performance**: This factor will be evaluated based on the quality of the Offeror's recent and relevant past performance efforts, business relationships, timelines of performance and customer satisfaction. Evaluation of past performance will be completed by the NAFI. The Offeror's past performance information will be verified by contacting the references provided on Attachment B References Form, as deemed necessary by the NAFI, and evaluated based on work similar in size, scope and complexity to the current requirement.
- **3. NOTICE OF AWARD:** A written notice of award or acceptance of an offer e-mailed or otherwise furnished to the successful Offeror shall result in a binding contract without further action by either party. Before the Offeror's specified expiration time, the NAFI may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.
- **4. REGISTRATIONS:** To be eligible for award, Offerors must be determined responsible. Offerors are encouraged to register through the System for Award Management (SAM) or if already registered, Offerors must be current. To register or update Reps & Certs that are not current go to <a href="https://sam.gov/portal/public/SAM/">https://sam.gov/portal/public/SAM/</a> and provide information.

#### NAF CONTRACT CLAUSES

NONAPPROPRIATED FUND CONTRACT CLAUSES DATED 14MARCH2025 APPLY TO THIS SOLICITATION AND ARE AVAILABLE AT:

https://www.navymwr.org/resources/naf acquisitions/naf contract clauses main

## **Attachment A – Statement of Experience**

<b>Section A</b>			
Business Na	ame:North Whidbey Po	ool, Park, and, Recreation District P.	hone #: 360.675.7665
Address: 85	SE Jerome Street		_
City:	Oak Harbor	State: WA	ZIP: <u>98277</u>
Federal Tax	ID #: <u>91-1190105</u>	Business License #: 60	1-149-684
<b>Business St</b>	atus:		
N	on Profit Corporation		
C	orporation	State of Incorporation: WA	
G	eneral Partnership		
L	imited Partnership		
So	ole Proprietorship		
Other: Loca	l Government		
Name and the from this pr		rner authorized to sign this proposal a	and any contract that may result
Name: Jay	Cochran	Title: _E	xecutive Director
Section B			
Number of	years in business under	the present business name: 43 year	rs
Other Busin	ness Name(s):		
Number of	years under prior name	if any:	
Section C			
Number of		providing required or equivalent serv	rices: 10+

## **Section D**

Similar services completed during the last 5 years?

Period	Services	<b>\$ Amount Paid</b>	Locatio	n Agency N	Vame
<b>Sections E</b>				_	
Have you, or your	agency failed or refused t	to complete a cont	ract:	_Yes No	
If yes, please expla	in:				
and contained with	ntement of Experience, yo nin your proposal are true AFI may declare any contr	, and you acknowl	edge that if the	e proposal contains ar	ny false
Signature:			Date: _		-
Authorized Name:	Jay Cochran		Title: _	Executive Director	-

## Attachment B – Reference Form

Company Name:				
Address:				
City:				
Contact Person:				
Tel. Number:	_ Email Address	:		
Services Provided/ Date of Services:				
Company Name:				
Address:				
City:				
Contact Person:				
Tel. Number:	Email Address:	:		
Services Provided/ Date of Services:				
Company Name:				
Address:				
City:		State:	Zip:	
Contact Person:				
Tel. Number:	Email Address:	:		
Services Provided/ Date of Services:				

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#### **CNIC NAF PC Use of Covered Telecommunications Equipment or Services Representation**

#### Section 1 - References

- 1. USD DTM 22-002 Nonappropriated Fund Procurement Implementation of Section 889 of NDAA FY19
- 2. CNIC NAF Purchase Card Program Interim Policy Memorandum 23 June 2022

#### Section 2 - Merchant Representation

After conducting a reasonable inquiry, for purposes of this representation, the Merchant represents that it—

does not provide or use covered telecommunications equipment or services, or use any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system from any company listed in Section 3.B. below.

lerchant Name	
lerchant Authorized Rep Name	
Ierchant Authorized Rep Signature	
ate Signed	

#### **Section 3 - Instructions**

- A. Cardholder (CH) provides this representation document to the merchant to complete, sign, and return to the CH.
- B. Merchant verifies the list of prohibited companies fills out Section 2 above and returns the form to the CH.

Procedures for Merchant: review the list of excluded parties in the System for Award Management (SAM) (<a href="https://smartpay.gsa.gov/content/prohibited-vendor-list">https://smartpay.gsa.gov/content/prohibited-vendor-list</a>) for entities excluded from receiving federal awards for "covered telecommunications equipment or services". Conducting business with merchants who use telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation, (or any subsidiary or affiliate of such entities); Video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities) is strictly prohibited.

- C. If a merchant represents "does not" the CH can rely on the representation and make the purchase
- D. If a merchant represents "does" or the merchant declines to complete the representation, the CH shall not make the purchase with that merchant. CH must find an alternate merchant that represents "does not" or forward the requirement along with the representation to the supporting contracting office for action.
  - **1.** If applicable, and after receiving the requirement and representation, the supporting contracting office may provide written approval for the CH to make the purchase. If so, the CH shall retain approval documentation in file.
- E. The following NAF PC transactions are exempt as these transactions are payments, not purchases.
  - 1. Contract Payment Official use of the NAF PC as a payment method only
  - 2. Inter/Intra-Governmental Payments (ex. DLA Document Services, NSN items using FedMall)
  - 3. Training Payments
- F. Retain all documentation that supports this representation.

### Attachment D – Representation, Certifications and Other Statement of Offerors

representation, certifications and content of cites of
Offerors that are registered & have completed the Representations & Certifications on the Government's System for Award Management (SAM) may provide their Unique Entity Identifier (UEI) number in lieu of completing Attachment D – Representation, Certifications and Other Statement of Offerors.
SAM.gov UEI:
If the Offeror is not registered in SAM (accessed through <a href="https://sam.gov">https://sam.gov</a> ) and/or has not completed the annual representations and certifications electronically, the Offeror shall review below provisions and provide signature of acceptance.
COVERED TELECOMMUNICATIONS EQUIPMENT OR SERVICES- REPRESENTATION (OCT. 2020)
a. Definitions. As used in this provision, 'covered telecommunications equipment or services' and 'reasonable inquiry' have the meaning provided in the clause 'Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment'.
b. Procedures. The offeror must review the list of excluded parties in the System for Award Management (SAM) for entities excluded from receiving federal awards for 'covered telecommunications equipment or services'.
c. Representation. The offeror represents that it $\square$ does, $\square$ does not provide covered telecommunications equipment or services as a part of its offered products or services to the government in the performance of any contract, subcontract, or other contractual instrument.
d. After conducting a reasonable inquiry for purposes of this representation, the offeror represents that it $\Box$ does, $\Box$ does not use covered telecommunications equipment or services, or any equipment, system, or service that uses covered telecommunications equipment or services.
(End of provision)
WALSH-HEALEY PUBLIC CONTRACTS ACT REPRESENTATIONS
(Applicable to <b>supply</b> contracts exceeding \$15,000.00) If applicable, please indicate:
The offeror represents as a part of this offer that the offeror {}} is or {} is not a regular dealer in, or {}} is or {} is not a manufacturer of, the supplies offered.

#### **CERTIFICATE OF INDEPENDENT PRICE DETERMINATION (APR. 1985)**

- a. The offeror certifies that:
- (1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to:
- (a) Those prices;
- (b) The intention to submit an offer; or;
- (c) The methods or factors used to calculate the prices offered.
- (2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and;
- (3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.
- b. Each signature on the offer is considered to be a certification by the signatory that the signatory:
- (1) Is the person in the offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this provision; or;
- (2) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this provision \_\_\_\_\_\_ [insert full name of person(s) in the offeror's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the offeror's organization];
- (a) As an authorized agent, does certify that the principals named in subdivision (b)(2)(a) of this provision have not participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this provision; and;
- (b) As an agent, has not personally participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this provision.
- c. If the offeror deletes or modifies paragraph (a) (2) of this provision, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

(End of provision)

#### PROCUREMENT INTEGRITY (NAFI 1009 – 4 NOV. 2013)

- a. By submission of an offer or performance of this contract, the offeror or Contractor certifies with respect to this NAFI contract action:
- b. That no discussion, offer, or promise of future employment or business opportunity has nor will be made to NAFI civilian or military personnel who personally and substantially participated in the contract action.
- (1) That no offer, promise, or gift of any gratuity, entertainment, money, or other thing of value has nor will be made to any NAFI civilian or military personnel or any other employee of the U.S. Government or member of their family or household.
- (2) That no information proprietary to other offerors or other contracting information (offeror list, prices offered, technical evaluations, rankings, etc.) is sought or obtained until it is available to the public under NAFI procedures.
- (3) That no person or selling agency has been employed or retained to secure this contract for a commission, percentage, brokerage, or contingent fee except bona fide employees or bona fide established commercial selling agencies retained by the Contractor for the purpose of securing business.
- c. The Contractor certifies that no gratuities (entertainment, gifts, money, kickbacks, or other things of value) were nor will be solicited or accepted by the Contractor or Contractor representative, nor from any subcontractor or subcontractor representative, for the purpose of obtaining or rewarding favorable treatment in connection with this contract or any subcontract under it.
- d. The Contractor will report in writing to the Contracting Officer any possible violation of this clause when there are reasonable grounds to believe a violation may have occurred. The Contractor will cooperate fully with any federal agency investigation of a possible violation of this clause.
- e. For breach of any of these certifications, the NAFI may terminate this contract for default, and/or deduct from amounts due under this or other contracts, or charge the Contractor for the total value of any contingent fee, gratuity, kickback or other loss to the NAFI arising out of the breach.

#### **BUY AMERICAN ACT CERTIFICATE (FEB 2021)**

- a. The offeror certifies that each end product, except those listed in paragraph (b) of this provision, is a domestic end product.
- b. The offeror must list as foreign end products those end products manufactured in the United States that do not qualify as domestic end products.
- c. The terms 'domestic end product,' 'end product,' and 'foreign end product' are defined in the clause of this solicitation entitled 'Buy American-Supplies'.

d. Foreign End Products:	
Line Item No. Country of Origin	
[List as necessary]	
e. The NAFI will evaluate offers in a	accordance with NAF policies and procedures.
	(End of provision)
Offeror:	
Signature:	Date:



10. Item: Executiv	e Session			
ē	ate: August 28, 2025			
Presented	By: Chair			
purposes set forth announce the purp session require mo	in <u>RCW 42.30.110</u> . Be cose of the session and	secutive sessions from which the perfore convening an executive sessed the anticipated time when the second concement shall be made that the STIVE SESSION.	sion, the presi ession will be	ding officer must concluded. Should the
	_	cutive session pursuant to		, <del>_</del> .
the performan a.m./p.m."	ce of a public emp	oloyee. for a period of	min	utes, until
(Start Time:	am/pm)	(Endin	g Time:	am/pm)
	required, the presidin wing announcement:	ng officer must come out of the ro	oom in which t	he session is being held
(Extension announ	cement time:	am/pm)		
"The board is a.m.		ecutive session for a period	l of	minutes, until
After adjourning th	ne executive session a	and at, but <b>not before,</b> the time yo	ou said you wo	ould come back:
"I call the regu	lar meeting back	to order at a.n	n./p.m."	
Recommended M	otion after Executive	e Session Discussion: I move		
This section is for	staff use			
Motion	2 <sup>nd</sup>	<b>Discussion:</b> Yes/No		
Vote: Y/N/AB				

MH\_\_\_

DG\_\_\_

BK\_\_\_ BL\_\_\_ JW\_\_\_



M	leeting Date:	August 28, 2025	5	
P	resented By:	Staff/Secretary		
2. Item:	Final Board	Comments		
P	resented By:	ВОС		
2 Itom	Santambar 2	5 2025 6:00 n r	n. John Vanderzicht Mer	narial Daal
	resented By:	•	n. John v anderziem ivier	noriai i ooi
4. Item:	Adjourn			
P	resented By:	ВОС		
R	ecommended	Motion: I move	we adjourn the meeting.	
Motion _		2 <sup>nd</sup>	Discussion: Yes	s/No
Vote: Y/I	N/AB			
3K	BL	JW	MH	DG

11. Item: Action Item/Review