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**Minutes for the Regular Meeting  
of the  
Board of Commissioners**

Date and Time: 5:30 PM, Thursday, Jan 15, 2026  
Location: Fidalgo Pool & Fitness Center

**CALL TO ORDER @ 5:32 PM**

- Identify Commissioners and Staff Present
  - Staff- Arik Dahlen, Carla Bigelow, Jenny Claridge, Kelsey Durfee
  - Commissioners: Cindy Marvin, Ken Hansen, David Way, Andrew Olson
  - Public: Susan Hill

**PUBLIC COMMENTS –**

Susan Hill thanked the facility for the new software and requested the restroom stall partitions in the women's locker room be repaired and properly affixed to surrounding structures. She also requested permission to organize a volunteer work party to clean the women's shower. Arik stated that he would talk with John L and committed to taking care of this concern in house. She asked that agendas be posted online and recommended hiring a professional webmaster to improve website accuracy and public information. She also suggested developing a political action committee and offered to help with that process.

**CONSENT AGENDA**

**Minutes** – Minutes of 12/18/2025 were considered. One clarification was made regarding which levy was referenced.

Motion: Ken Hansen moved to approve the minutes as clarified. Second: David Way. Vote: unanimous. Motion carried.

**Approval of the vouchers**

- Vouchers presented totaling \$170,862.84.  
Major expenses: \$29,666 to County Elections Office; \$24,916 to Enduris Insurance.  
Ken Hansen requested clarification on an ASCAP bill; staff explained it is for the business music license required to play music on site. Ken Hansen moves to approve vouchers, David Way 2<sup>nd</sup>. Vote: Unanimous. Motion carried.

**Dir Report.** - Bank reconciliation issues were reported due to crossover between old and new systems and credit card deposit processing; support is assisting and full financials will be provided when reconciled.

Preliminary results: December approximately \$20,000 better than budget; overall 2025 approximately \$108,000 better than budget. A contributing factor is splitting the Enduris

Insurance payment into four installments versus one lump sum this change will not affect 2026 budget.

Payroll was noted \$31,000 over budget; explanation: increased personal training and private lessons (with offsetting revenue).

As per the 2026 approved budget, Aquatic Director, Operations Director, and TAC head coach moved from Exempt Salary positions to hourly. Arik reported that after the first 2 weeks of the year the impact was minimal, but will be continually monitored, and plan to reassess after at the end of March.

Arik will reinstate department reports from each department head and distribute them within minutes prior to meetings.

Personal training/private lesson policy update: meeting with personal trainers scheduled for 01/19/2026 to discuss changes (price, scheduling, floor time, fitness evaluation). Arik will update job descriptions and cancellation policy as needed.

No-show fee for classes/pool reservations: Arik advised against implementing a no-show fee at this time due to lack of capacity concerns.

Discussion about potentially changing the facility work week to split weekend into separate work weeks to limit overtime exposure — further investigation required.

Club Automation (new software) update

New software operational; initial data-transfer speed bumps being addressed.

CivicRec billing error on 01/01 caused delayed billing; issue resolved. No double-billing occurred; accounts verified.

Commissioner's feedback: Ken Hansen finds scheduling cumbersome (unable to schedule more than one week out); staff are working on best practices.

Cindy Marvin working on email updates; requested use of cindy4fidalgo@gmail.com until official Commissioner3 email is fully accessible.

Andrew Olson requested to archive Commissioner Mathes email account for historic record.

## **OLD/NEW BUSINESS**

### **Election of Officers-**

Motion: David Way moved to elect Ken Hansen as Chair. Second: Cindy Marvin. Vote: unanimous. Motion carried.

Motion: David Way moved to elect Jeremy McNett as Vice Chair. Second: Ken Hansen. Vote: unanimous. Motion carried.

### **Meeting schedule-**

Board meetings to remain on the 3rd Thursday of each month. Cindy M requested that agendas, financials, and all other written documents being discussed by the board be posted at least 3-4 days before meetings.

## **Committee Assignments**

Finance Committee: Andrew Olson, Ken Hansen

Capital Improvements & Facilities Committee: Jeremy McNett, Ken Hansen

HR/Personnel Committee: Cindy Marvin, David Way

Elections & Communications Committee: Cindy Marvin, Jeremy McNett

Contracts Committee: Ken Hansen, David Way

## **Bank Signers / Online Banking-**

Motion: Andrew Olson moved to remove Christine Mathes as primary banker/signatory and replace with Ken Hansen as primary online banker/signatory; signers to be Andrew Olson, Ken Hansen, and Executive Director Arik Dahlen. (Motion passed — action to effect account changes.)

## **Website / Web Designer**

Current web designer: Kyle Mahoney; site on WordPress.

Discussion: improve site permissions/workflow; consider meeting with Kyle to explore improvements. Possibility of replacing host/designer discussed.

## **Levy / Election / Capital Planning / PAC Discussion-**

David Way recommended frank discussions with opposition groups and hiring professional consultants before future ballot measures. Suggested an open public workshop and consultant outreach to build community support.

Cindy Marvin noted potential resources (Marilyn Stadler, Jennifer Lewis) for PAC ideas. Arik proposed meeting with opposition group from Metropolitan District regarding levy strategy.

Capital Improvement Committee to meet with John Little to develop 5- and 10-year capital plans and cost estimates for repair vs. new facility. Cindy provided a 2017 engineering plan to assist.

Discussion included communicating to the public about funds already raised for a new facility.

## **ACTION ITEMS**

- Director to expand minutes to more fully describe discussions and actions, including motions, seconds, and votes, starting immediately
- Director to expand public agendas to include a link to any documents to be discussed or acted on by the Commission, and post agendas at least 3 days prior to meetings, starting with February agenda
- Director to investigate options with contractor to enhance Commission website by February meeting, with content to be developed by the Communications Committee
- Director to work with maintenance/custodian to improve cleanliness of locker rooms, especially under mats, beginning immediately
- Committees to meet and develop work plan priorities for 2026, and report back to full Commission for discussion in February

- Cindy Marvin volunteered to draft an update to the bylaws for Board discussion and consideration (timing tbd)
- Arik will take minutes to The Bank of the Pacific with new signers listed to update.

## **EXECUTIVE SESSION**

At 7:01 PM David Way called for executive session to discuss the performance of a district employee. Executive session commenced for 20 minutes; at 7:21 PM a 25-minute extension was requested. Public meeting resumed at 7:46 PM.

Meeting adjourned at 7:47 PM.