



1603 22nd Street
Anacortes, WA 98221
Phone: 360-293-0673

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

Date and Time: 5:30 PM, Tuesday, June 16, 2026

Location: Fidalgo Pool & Fitness Center

CALL TO ORDER @ 5:27 PM

- Identify Commissioners and Staff Present
 - Staff- Arik Dahlen, Jenny Clarige, Kelsey Durfee
 - Commissioners: Kathleen Brueger, Ken Hansen, Tory Haschak, Cindy Marvin, Ted Rolfes
 - Public: Chris Hansen, David Hansen, Nancy Hunting, Jennifer Lewis, Linda Martin

PUBLIC COMMENTS –

Jennifer Lewis gave an update from Friends of the Pool. The wooden fish from the 50-year community appreciation event were hung on the fence. Fundraising for the Wibit replacement continues, mostly though promoting Rec Swim and Grant applications.

4th of July parade participation is set with a 16-foot float. There is still opportunity to participate. Meeting time is scheduled for 1015am at 3rd and O ave.

CONSENT AGENDA

Minutes – Minutes of 5/19/2026 were considered.

Motion: Tory Haschak moved to approve the minutes. Second: Ken Hansen. Vote: unanimous. Motion carried.

Approval of the vouchers

- Vouchers totaling \$120,808
- Major expenses: 2 payrolls of \$45,168, and \$41,918

Motion: Ken Hansen moved to approve the vouchers. Second: Ted Rolfes. Vote: unanimous. Motion carried.

DIRECTOR/FINANCIAL REPORTS

*See attached (Department Director Reports)

COMMITTEE REPORTS

Communication/Elections Committee

Kathleen started 2 initiatives to rejuvenate community outreach and communication. "Tell the board about it" is a revamp of the suggestion box, and an all-system announcement will be made to let everyone know.

"Good News Stories" Staff and Commissioners will be on the lookout for feel good stories of happenings involving the facility, staff, or patrons that will engage and encourage community support as well as inform them about all the great things that happen at FPFC.

Facility Committee

The Facility committee did not meet last month. A meeting is planned for June 18th to review John's report and determine what preparation will be needed for the commissioner's work session on the 29th.

Cindy asked the committee to confirm what cost % of repairs and facility improvements compared to the total value of the facility would trigger additional required improvements to bring building to code.

Budget/Finance Committee

Committee did not meet in June. Tory has been added as a signer of all Bank accounts and now has QB log in access to better understand the financials of FPFC and the Budget process.

Arik has been tasked to speak with the county about potential budget overrun and the Budget amendment process if necessary. He will report in July.

Contracts Committee

Did not meet

HR Committee

Did meet in July, and the main discussion topic was Jenny and Carla receiving regular compensation for lessons vs their regular hourly wage. It was determined that since these services are paid for by patrons, they should receive the same compensation as other instructors when servicing those sessions.

There was concern that the facility was not staffed properly to provide state required 10 min rest periods for all staff. Options were discussed to make sure that all staff can take all required breaks and rest periods.

NEW BUSINESS

- Commissioners determined that meeting in the conference room with the new set up is the best option for future regular meetings.

- A commissioner work session is scheduled for Mon, June 29th from 5-7pm, to discuss the state of the facility, and get some historical information from former Commissioner Jeremy McNett, and former Executive Director, Marilyn Stadler. Goal of this work session is to help new board members get informed to make decisions on the future of FPFC.

EXECUTIVE SESSION

There was a call for an Executive Session at 6:35pm for 10 min to discuss personnel issues.

Meeting resumed at 6:45pm, Personnel issues were discussed and no action was taken.

Meeting adjourned at 6:46 PM.

Reports for the Regular Meeting of the

Board of Commissioners

Date and Time: 5:30 PM, Tuesday, June 16, 2026

Location: Fidalgo Pool & Fitness Center

Executive Director – Arik Dahlen

Facility Usage/Membership

Total facility check-ins for the month of May were 5358, which shows the standard seasonal decline as the weather starts to improve.

Total Facility Check ins by Month

Month	Year	Check-ins
Jan	2026	5,789
Feb	2026	5,205
Mar	2026	5,996
Apr	2026	6,029
May	2026	5,358

Total membership numbers have showed steady growth since the beginning of the year with a total of 1939 at the end of May.

Month	Total Members
January 2026	1,821
February 2026	1,872
March 2026	1,847
April 2026	1,884
May 2026	1,939

Financials

the month of May FPFC total revenues were budgeted at \$122,205.89 and actuals came in at \$126,751.90. This was primarily due to the timing of levy income and will correct itself in the upcoming months. Expenses for the month were budgeted for \$121,791.44 and came in over budget for a total of \$123,904.40. Total net income for the month of May was \$1,517. We were budgeted to lose \$4,891.45 for the month. Year to date FPFC is performing \$20,545.32 better than budgeted, and when factoring in 2025 budgeted expenses (\$41,000 in state audit and election costs) that were paid in 2026 due to timing of invoices, we are over \$61,000 better than budget so far.

Points of interest-

Total membership revenue is still \$2,563,60 above budget projections for the year to date. Which is a very positive trend since we changed the pricing and membership structure for 2026 and were unsure of the financial impact. Total payroll wages & benefits expense are over budget by \$14,110 year to date. Currently wages (payroll) are overrun for the year by \$17,997, this overage is being partially

offset by the employee benefits (medical/dental) underrun of \$6,832.86 I will have to do more research onto what other causes are contributing to this overrun. Lifeguard hours continue to be the main contributor, due to the reasons mention in April's report. Jenny and I are still monitoring the scheduling.

Meetings/Tasks

The regularly scheduled FPFC manager meeting was held on 6/2, and we are scheduled to meet again on the 30th of June at 11:15 to maintain our goal of bimonthly get meetings to maintain good levels of communication throughout the departments. I met with Cindy Marvin to do a follow up review of my 2025 performance evaluation. Ken and I did not get to have our meeting this month due to his departure. I had an initial meeting with the Masters head coach to discuss dates for the 2027 Meet and make sure that they had all the resources to make that meet as successful as possible. We also discussed his desire for the future of being the Masters head coach to get a feel for what he wanted and determine potential options for future leadership. We will be having a follow up meeting with more Masters swimmers included to help determine the best direction for that program.

Friends of the Pool met on 6/08, and we had a lot of discussion about the grant updates for the Wibit fund raising. Some more discussion on the lifeguard retention plan, and primarily the 4th of July parade float. I will be given a list of volunteer needs and Jenny Carla and I will recruit to fill those needs.

I have been getting a lot of requests for reporting summary of check ins organized by certain criteria. I have been researching and testing different reporting options to see how close we can get to the requested Data. I am still working on Maintenance and TAC head coach job descriptions as well and will be scheduling individual follow-up meetings with John and George to complete those revisions. I will start scheduling the managers' performance reviews in the month of July.

Operations Director – Carla Bigelow

Fitness Benefit Programs

Fitness benefit applications continue to be submitted at a consistent, high volume typical of the beginning of the year. Over the past month, I have received between one and six applications per day, indicating sustained engagement and interest in program participation.

Group Fitness Operations

Overall attendance across group fitness classes remains strong. We have also received notable positive feedback highlighting the quality of instruction provided by Cynthia, Marissa, and Suzanne, which reflects well on program delivery and participant satisfaction. Looking ahead, several instructors will be unavailable over the next month. Suzanne's classes have been cancelled for the remainder of the month. Coverage plans are in place to maintain continuity where possible:

- **Pilates Sculpt, LIFT!, HIIT with Cynthia, and Barre** are partially covered.

We will continue monitoring attendance and participant feedback to ensure service quality remains high during this period of adjusted staffing.

Aquatics Update

The new aquatics sound system designated for GroupX classes has been received, fully charged, and is ready for use. Given its compact size and configuration, I recommend installing the system on the existing AV cart. This setup will improve ease of use, allowing instructors to connect devices and manage sound levels during classes more efficiently.

Equipment & Facility Updates

- Five additional pairs each of **8-pound and 10-pound dumbbells** have been ordered and received.
- John is currently repairing the storage shelf in the equipment closet designated for 8-pound dumbbells.
- Upon completion of this repair, weights will be reorganized in the GroupX classroom to improve accessibility and organization.
-

Pending Equipment Requests

We have received requests for:

- Additional 4-pound dumbbells
- More red resistance tubing with handles
-

These items are frequently used in classes and would support both instructor programming and participant experience. There are remaining funds available from a GroupX equipment donation that can be used to cover the cost of these requested items, and utilization of these funds is recommended.

Maintenance Director – John Little

The Skagit County Health Department stopped in to inspect the pool deck and pool equipment and assess the water. An inspector comes by twice a year, unannounced. There were no violations or corrections noted, and they said everything looked good.

The Thunderbird is flying high in the lobby again. The Thunderbird was remounted after repairing and cleaning it up. Engraving on the back of it says it was made in 1977 by Luvera and dedicated by the Anacortes Aquatic Club to commemorate the 1st Invitational Thunderbird Swim Meet, May 13-14-15, 1977.

Identifying 2-year, 5-year and 10-year capital improvement projects for the Facilities Committee.

Other items on a list of things being addressed include repair of locker room partitions, replacement of the removable pool stairs next to the filter room door, troubleshoot and repair problems with our phone and internet network, replace the boiler water circulation pump, replace a defective HVAC air recirculation motor, replace missing tiles around the pool deck, repair the broken cabinet door in the staff break room, install upper wall cabinets in the aquatic office, water the front lawn, repair the wibit, repaint the lower parking lot, clean all the gutters, trim dead branches from the trees, mow the lawn, reset the handicap signposts, paint everything that needs painted, replace the pool water chemical controller sensor, service the pool pumps, repair two pool cleaning robots, clean bugs from all light fixtures, service all air dryers, replace defective faucets in custodial closets, clean all HVAC vent registers, clear roots from our main drain line, repair any poorly working toilets, urinals and sink fixtures, repair electrical connections for the scoreboard, repair drywall in upper fitness and gym, replace broken mirror in gym, repair drains in upper restrooms, repair defective interior and exterior outlets and lights, repair broken shelving in upper fitness cabinet, replace broken door vents, repair upper floor hall, renew all bad ceiling tiles, repair bad wheels on pool deck equipment holders. Secure loose ballet barre in upper workout room.

TAC Head Coach - George Minkel

Swim Meets:

- We've finished our "home" meet schedule for the 2025-2026 season
- Getting ready for our only full team Long Course Meter meet located in Wenatchee at the Star Light Open
 - o There is a coaches relay and all TAC coaches will participate in the fun
- Championship meet complete the remainder of our schedule competitively
- A couple of "pop-up" options for summer season meets for "meet practice". Times would be officially count towards USA time reconciliation

Practices:

- Attendance has been uncommonly light. Many swimmers are participating in other Spring sports for their school that conflicts with TAC practice. As we near the end of the spring sports, attendance is picking up again and lane space is filling
- Attendance is picking up!
- We've started an outdoor warmup routine for the kids to have additional time in the sun before practice. Shoes, shirts, shorts, socks, all required to project professionalism towards the task apart of the swimmers amateurism

Pacific Northwest Swimming (PNS) News:

- George will be entering his second 2-year term of PNS Secretary working on the PN Board of Directors.
- TAC is slated to host 7 swim meets in the 2026-2027 season
- Spring Championship swim meets will most likely need to be travel based the next 2-3 seasons

Current Projects:

- Working on all things 2026-2027, practice schedule, meet schedule, team policy, training pricing, etc.

- Aiming to have 2026-2027 season registration open late July

Aquatics Director- Jenny Claridge

Lifeguard Updates:

We have lifeguard course scheduled for June 15-19 from 8am-1pm. There are 6 participants who signed up. I am hoping if all goes well, we can hire all 6. As I have been working on the lifeguard schedule with Hailey, I am noticing some significant gaps due to summer vacations, and a few have gotten second jobs. I will be running another lifeguard course in the second week of July. Timing is always the challenge when summer hits, and I'm always looking a season ahead for planning purposes.

We have 5 graduating seniors who will be transitioning to college in August. This is a bigger group from years past, and many of them have worked for us since their freshman year of high school. It's exciting to see their growth over the years.

June in-service will cover land-based emergencies. We have a power point presentation covering falls, heat-related illnesses, injuries from collisions or equipment use, medical emergencies such as cardiac arrest, seizures, respiratory distress, stroke and shock; diabetic emergencies and anaphylaxis. We will also be in the water covering recertification skills for 12 of our lifeguards who need to recertify.

They are all doing well with their weekly skill checks. We are continuing to require swimming a weekly 200 meters, 5 deep water BOBS, treading water 2 minutes, timed brick test (swim 20 meters, retrieve a 10lb brick and swim 20 meters back to the starting point using only their legs), rapid assessment (tap-shout-tap, feel for a pulse, and listen for breathing), CPR for 3 minutes, and use of the practice AED. Consistent practice builds muscle memory and helps with anxiety when a real emergency occurs.

Swim Lessons:

Summer session 1 is open for registration. Lessons start Monday June 15; registration is very slow. I will be combining several classes and will determine by Friday if we can open shallow water to the public during lessons. I feel we are dealing with a timing issue. With school getting out on June 12th we may have started summer lessons a little too early. I'm also considering lowering class sizes. Some of the feedback I have received is that children are not progressing because of the student-to-instructor ratio, specifically for the learn to swim levels 1 & 2 (age group 6-12).

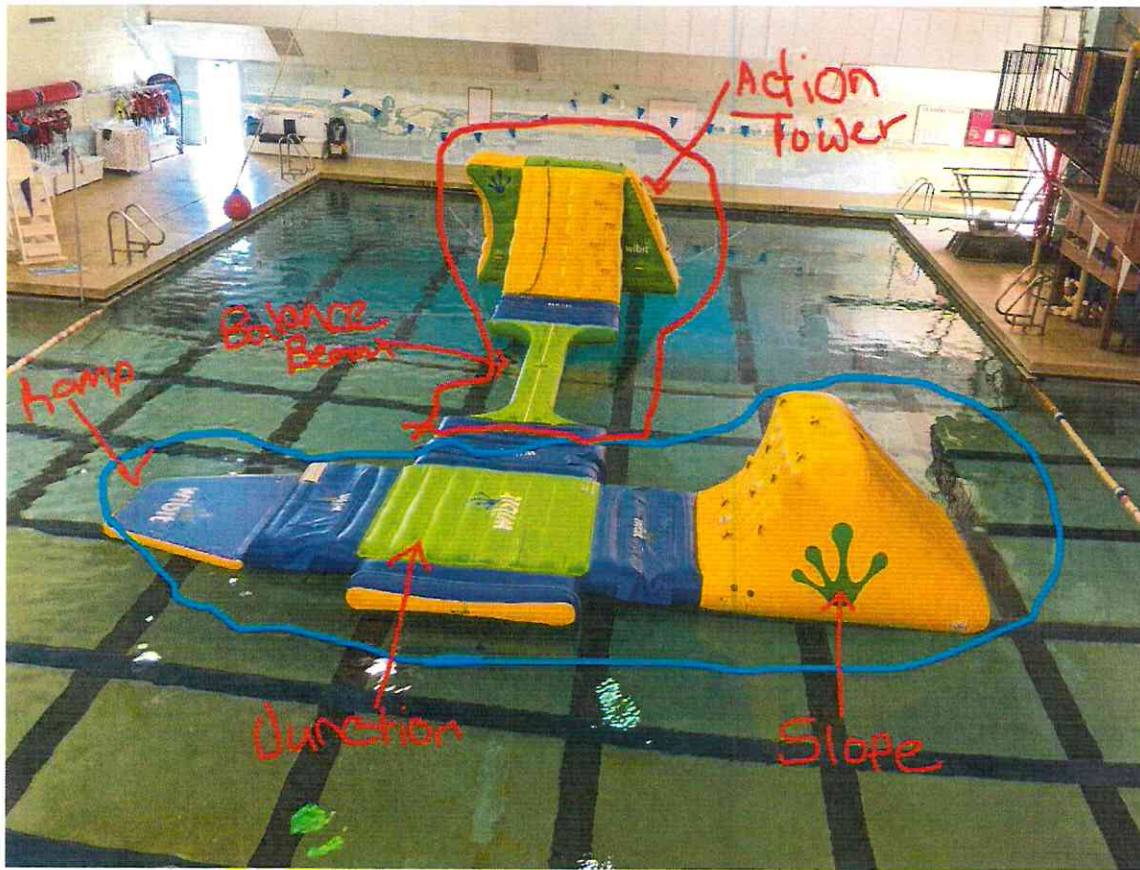
Recreational Swim

Summer recreational swims begin on Tuesday June 16th. I have scheduled Facebook postings for the entire summer including the weekend rec swim options. The hope is with additional marketing we will see rec swim grow!

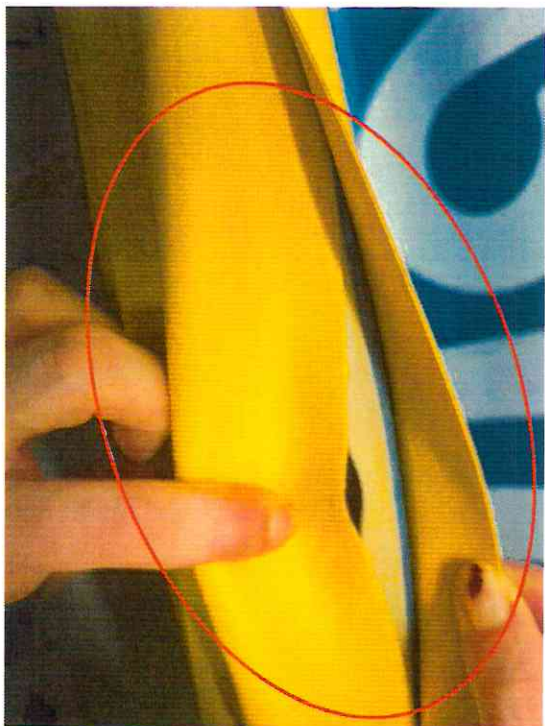
WIBIT Update:

We ordered and received the replacement junction. The slope has a hole that John says is repairable. The step which is the piece used to climb onto the actual WIBIT has torn, John was able to remove the torn pieces making it useable and safe. The ramp, which is the other piece used to get on the WIBIT also has a hole. Carla and I used gorilla tape to seal it to make it at least useable. The photo below shows the entire WIBIT and identifies each piece by name. Hopefully this will help when we talk about the different pieces.

Please note: the action tower, and balance beam are out of commission and unrepairable at this point, and the step is not pictured, that is a newer addition.



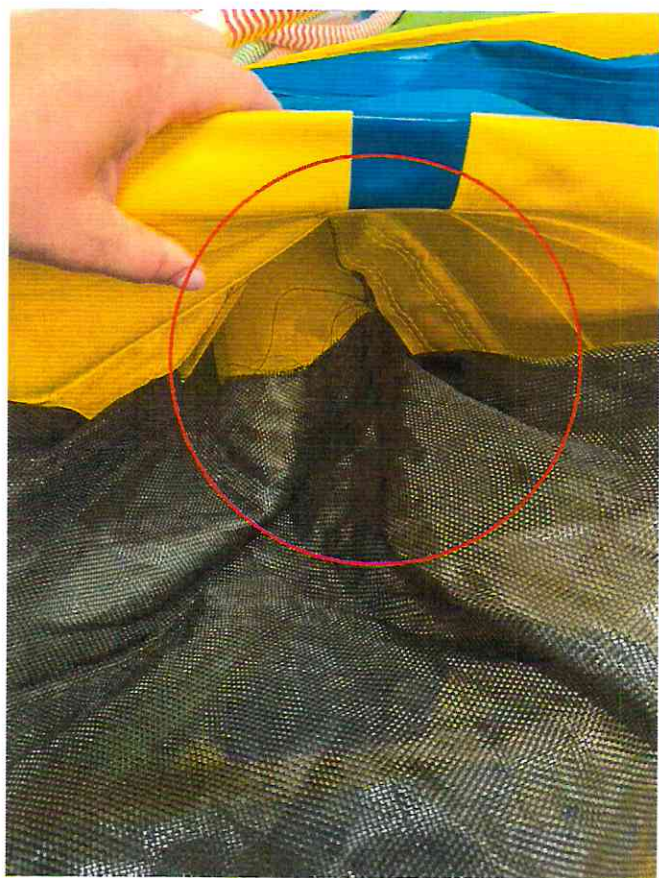
Hole in the ramp:



Repair we made:



Torn mesh on the step:



Fidalgo Pool and Fitness Center District

Balance Sheet

As of May 31, 2026

		TOTAL
Assets		
Current Assets		
Bank Accounts		
B of P Accounts Payable 2745		33,943.61
B of P Regular 0442		73,913.93
Cash in Treasury Pool		\$0.00
Accrued Interest Receivable		0.00
Investment		2,795.86
Levy Special Projects		0.00
Reserve Fund		0.00
Total for Cash in Treasury Pool		\$2,795.86
County Banking Acct M&O		706,452.85
Payroll Account B of P 0731		28,414.39
Revolving B of P		0.00
Total for Bank Accounts		\$845,520.64
Accounts Receivable		
Accounts Receivable		0.00
Total for Accounts Receivable		\$0.00
Other Current Assets		
County Fiscal Agent		0.00
Insurance Premium		0.00
Negotiable Securities		-6,636.25
Petty Cash		150.00
Taxes Receivable, Current		0.00
Undeposited Funds		0.00
Total for Other Current Assets		-\$6,486.25
Total for Current Assets		\$839,034.39
Fixed Assets		
2210 J Ave House		371,700.00
2222 J Ave House		299,897.68
Asset Equipment		127,335.13
Fitness Center Building		425,105.58
Total for Fixed Assets		\$1,224,038.39
Total for Assets		\$2,063,072.78

Fidalgo Pool and Fitness Center District

Balance Sheet

As of May 31, 2026

	TOTAL
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total for Accounts Payable	\$0.00
Credit Cards	
BoP CC Visa Rob 6167	0.00
BoP CC Visa Arik 9384	0.00
BoP CC Visa Carla 5640	0.00
BoP CC Visa George 7133	0.00
BoP CC Visa Jennifer 2538	0.00
BoP CC Visa John 5913	0.00
Total for Credit Cards	\$0.00
Other Current Liabilities	
Deferred Revenue	0.00
Tenant Security Deposits Held	1,700.00
Wage & Benefit Liability	\$0.00
457 Plan Employee	0.00
Child Support	0.00
Employee Portion of Payroll Tax	0.00
Pers Payable Retirement	0.00
Total for Wage & Benefit Liability	\$0.00
Total for Other Current Liabilities	\$1,700.00
Total for Current Liabilities	\$1,700.00
Long-term Liabilities	
Longterm Debt	
Bond-2210 J Ave House	185,257.45
Bond FitnessCenter & 2222 J Ave House	113,640.24
Total for Longterm Debt	\$298,897.69
PPP Loan	0.00
Total for Long-term Liabilities	\$298,897.69
Total for Liabilities	\$300,597.69
Equity	
Benefit Donations Unused	\$8,837.50
Low Income/Preschool Swim L	-2,023.05
Total for Benefit Donations Unused	\$6,814.45
Opening Bal Equity	490,022.42
Unreserved Fund Balance	533,542.56
Retained Earnings	632,315.13
Net Income	99,780.53
Total for Equity	\$1,762,475.09
Total for Liabilities and Equity	\$2,063,072.78

Fidalgo Pool and Fitness Center District

Budget vs. Actuals

January - May, 2026

	May 2026			Year to date 2026		
	Actual	Budget	over Budget	Actual	Budget	over Budget
Income						
Additional Income	59091.72	49769.14	9322.58	509194.45	472497.5	36697
Aquatics	38056.16	37819.35	236.81	206709.51	175230	31479.53
Competitive Aquatics	11159.71	14350.66	-3190.95	55445.98	81079.94	-25633.96
Fitness Center	18444.29	20265.94	-1821.65	75873.31	103988.4	-28115.13
Total Income	126751.88	122205.09	4546.79	847223.25	832795.8	14427.44
Gross Profit	126751.88	122205.09	4546.79	847223.25	832795.8	14427.44
Expenses						
Administrative Costs	2808.59	6869.71	-4061.12	123092.41	93970.06	29122.35
Maintenance	9418.42	5833.33	3585.09	22671.84	9166.65	13505.19
Operating Costs	19892.23	15619.59	4272.64	83267.12	78097.95	5169.17
Supplies	789.97	3825.42	-3035.45	15074.32	19127.1	-4052.78
Taxes	2115.65	3252.6	-1136.95	12422.56	16263	-3840.44
Unapplied Cash Bill Payment Expense	0		0	0	0	0
Wages & Benefits	88879.54	86390.8	2488.74	484027.09	469319.8	14707.34
Total Expenses	123904.4	121791.45	2112.95	740555.34	685944.5	54610.83
Net Operating Income	2847.48	413.64	2433.84	106667.91	146851.3	-40183.39
Other Expenses						
Bond Interest Expense-Loans	1330.22	1266.33	63.89	6887.38	6331.65	555.73
Bond Principal Payment- Loans		4038.76	-4038.76	0	20193.8	-20193.8
Total Other Expenses	1330.22	5305.09	-3974.87	6887.38	26525.45	-19638.07
Net Other Income	-1330.22	-5305.09	3974.87	-6887.38	-26525.5	19638.07
Net Income	1517.26	-4891.45	6408.71	99780.53	120325.9	-20545.32