

ISLAND REC
SAN JUAN ISLAND PARK AND RECREATION DISTRICT
BOARD OF COMMISSIONERS' SPECIAL MEETING
February 12, 2026, 5pm

1. Call to order

- Commissioner Ragsdale called the meeting to order at 5:01 pm on Thursday, February 12th, 2026, in the Island Rec Office. Commissioners present: Moalli, Zehner, Eltinge and Cumming, Staff present: Director Jack, Rec Manager Klassen (recording minutes).
 - i. Admin Manager Mapstead arrived at the meeting at 5:27 pm to record minutes
 - ii. Rec Manager Klassen left meeting at 6:30.

2. Introduction of Visitors/Public Comment on Non-Agenda Items

This is a designated time for public input on any topic; individual speakers will be limited to five minutes each.

3. 5:01pm **Consent Agenda** (*Any commissioner may request removal of an item from the consent agenda for separate discussion and action*)

- Approval of Minutes from January 8 meeting
- 6351 & 6353 December 2025 (13th month) Accounts Payable
- 6351 & 6353 January Accounts Payable
- 6351 & 6353 January payroll
 - Commissioner Eltinge moved to approve the Consent Agenda as presented. Commissioner Cumming seconded. The Consent Agenda was approved unanimously.

4. 5:06pm **Old Business:**

- Beaverton Marsh Trail – No update
- Trails Committee Update (5 mins)
 - Meeting was last week (with visitors advocating for equestrian access)
 - March 4th Beaverton Marsh Trail update meeting at the Mullis Center.
- Capital Projects (5 mins)
 - Feasibility Study update – no update
 - SJICF Fund information – Director Jack and Commissioner Zehner met with the foundation and are continuing to develop fundraising plan. Discussion on library project and community feedback meetings.
- Commissioner subcommittee(s)
 - Salary sub-committee (15 mins)
 - Employee Compensation Plan
 - Overview of proposed plan and 6-yr projection worksheet presented by Commissioner Eltinge; discussion on plan and functionality of worksheet.
 - Introduced proposed Appendix A with hourly rate increase plan.
 - Commissioners discussed employee handbook item 3.7 Employee Compensation Plan in its entirety including some confusing language in the 3.7.4 COLA section; commissioners agreed to remove the first portion of the first sentence, starting the policy at “An annual cost of living adjustment...”.
 - Commissioner Eltinge moved to approve the updated 3.7 Employee Compensation Plan as presented and including the amended COLA language. Commissioner Zehner seconded – discussion was held – unanimously passed
 - Commissioners thanked the salary subcommittee for their work on this challenging topic.

- Salary Schedule Review Cycle Policy – Commissioner Eltinge motioned to approve. Commissioner Zehner seconded. Approved unanimously.
 - Employee Handbook/Policies
 - Waiving Medical coverage – stipend (10 mins) – Discussion held about what a reasonable rate for a staff person waiving Island Rec medical coverage might be. Commissioner Cumming made a moved that \$500 is a reasonable stipend, Moalli seconded. Discussion held; Commissioners confirmed that they have the ability to adjust the amount in the future if they choose. Unanimously passed
- Blood Bourne Pathogens Policy – No Update
- FHFC Transition – (5 mins) -Discussion about transition and field repair that’s taking place at FHES. Rec Specialist focused on program functionality, Rec Manager working on policies, software system, and storage, Director working to confirm the ideal transfer of assets and the future state of the non-profit. Working toward a transition deadline in April.

5:50 pm - 5-minute **BREAK**

5. 5:55 pm **New Business**

- New staff introduction (10 mins) Moved to March meeting.
- Public Correspondence (10 mins)
 - Dogs at Lafarge- a member of the public feels unsafe walking at Lafarge due to several dogs not being under voice control. Discussion held. Commissioners reaffirmed that the best course of action for a nuisance or out-of-control dog is to call the Sheriff and report.
 - FHHS Idling Project-The Eco Club at FHHS proposed signage at Linde to encourage people to not idle their cars while waiting to pick up their child. Discussion held about efficacy of current signage and the amount already on-site. Commissioners encouraged Director Jack to respond that Island Rec would be willing to include messaging about not idling in the rental contract and coaches meeting.
- Programming Updates (10 mins)
 - Swim lessons stipend-The Rec will be moving forward with offering their own swim lesson programs and is pleased that Island Rec has offered to continue to provide financial support to any island family that requests it.
 - Details are being finalized about how the Island Rec voucher will work; the basic system will be that people can come to the IR office and pick up a voucher that will cover roughly half the cost of a lesson.
 - We will work on a plan to let the public know that there are vouchers available through social media and joint press releases.
 - The board discussed the amount of subsidy that will be provided during this pilot year.
 - Financial Report – December 2025 (5 mins)-Discussed
 - New financial report options (10 minutes)-The Board considered various report options including a Balance Sheet and Cash in, Cash out. P&L might also be helpful.
 - Commissioners asked to see more options at future meetings, and they will decide at a later date.
- 6. 6:45pm Director’s Report (5 mins)-
 - Director Jack would like a commissioner to meet with her and Terry Browne to negotiate a new lease for Eddie & Friends Dog Park. Commissioner Cumming agreed to the meeting.

7. 6:50pm Commission Discussion Items

8. Adjournment at 7:51 pm

Next Meeting: March 5, 2025