

1 **South Davis Recreation District**
2 **Administrative Control Board Meeting**

3 March 21, 2022, at 3:30 p.m.

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5 Board Members present in person:

6 Todd Meyers, County Representative
7 Councilmember Kate Bradshaw, Bountiful City
8 Mayor Ryan Westergard, Woods Cross
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10 Board Members present on Zoom:

11 Councilmember Spencer Summerhays, Centerville City
12 Marti Money, County Representative
13 Mayor Brian Horrocks, North Salt Lake
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15 Others in attendance:

16 Tif Miller, Executive Director	Todd Godfrey, District Attorney
17 Tyson Beck, District Clerk	Mary Gadd, Office Manager
18 Cory Haddock, Ice & Recreation Director	Wendy Jones, Fitness Manager
19 Whitney Ward, VCBO	Cynthia Ong, Bountiful Resident
20 Ron Mortensen, Bountiful Resident	Shawna Andrus, Bountiful City Recorder
21 Scott McDonald, Aquatics & Fitness Director	Brent Tippetts, VCBO
22 Jason Burningham, Lewis Young Robertson Burningham	
23 Ken Leatham, NSL City Manager	

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25 **WELCOME**

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27 Chairman Meyers opened the meeting at 3:32 p.m.

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29 Shawna Andrus administered the oath of office to Mayor Brian Horrocks and Councilmember
30 Kate Bradshaw.

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32 **CITIZEN MATTERS**

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34 None.
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36 **APPROVAL OF MINUTES FOR FEBRUARY 14TH, 2022 MEETING**

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38 Minutes of the Administrative Control Board Meeting held on February 14, 2022, was
39 approved on a motion made by Mayor Westergard, and seconded by Mayor Horrocks. Board
40 Members Meyers, Bradshaw, Westergard, Summerhays, Money and Horrocks voted “aye.”
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42 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**
43 **FOR FEBRUARY 2022**

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45 Mr. Miller noted the Hogan & Associates expenditure, in the amount of \$361,969.68, was the
46 most recent payment for the roof project in the pools. Mr. Miller also noted the CEM Aquatics
47 expenditure, in the amount of \$44,455.00, for installation of the Leisure Pool toy.

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Mr. Miller reported that approximately 1.5 million has been spent from reserves for the construction and update projects over the last 2 ½ years. Councilmember Bradshaw inquired about the capital reserve fund policy. Mr. Miller answered that a previous resolution passed a 2.5 million reserve for enhancement, maintenance, and replacement, and any potential viable projects that are deemed acceptable.

Total expenditures of \$906,937.88 for the period of February 1, 2022, to February 28, 2022, was approved on a motion made by Mayor Westergard and seconded by Councilmember Summerhays. Board Members Meyers, Bradshaw, Westergard, Summerhays, Money and Horrocks voted “aye.”

REVIEW AND APPROVAL OF PROPOSAL FROM LEWIS YOUNG ROBERTSON AND BURNINGHAM FOR FINANCIAL SERVICES RELATED TO POSSIBLE GO BOND PROCESS

Mr. Miller stated that as part of the process for the bond and ensuring that numbers were up to date that he reached out to Jason Burningham. Mr. Miller stated he wanted to review the numbers to accurately report them for 2022. Mr. Miller reported that a proposal of \$10,000 for the scope of financial and consulting services was received from Mr. Burningham.

Mr. Burningham summarized the proposal with the Board highlighting that the changes mostly occurred in the cost of construction services and in interest rates. Mr. Burningham stated that updating the cost figures and potential residential and commercial impacts for public disclosure is an important part of the bond election process. Mr. Miller added that Mr. Burningham has a history and knowledge of the District since they have worked with the District before.

Councilmember Summerhays asked if the update is a total project cost, including construction costs and Mr. Burningham answered that he is correct. Councilmember Summerhays who is the source of the construction figures and Mr. Burningham answered VCBO. Mrs. Money asked if the increase could be pinpointed towards aquatics. Brent Tippets answered that there was an 8% increase in construction cost but that it could not be labelled specifically to aquatics, but the line items can be reviewed for that answer. Mrs. Money asked if a timeline has been associated with a November 2022 election. Mr. Miller answered that he could email a tentative timeline for the process from Gilmore Bell. Mayor Horrocks asked if the numbers allow for an increase in costs if the project, if passed, is still a year or more away from start. Mr. Burningham replied that they have from an interest rate perspective. Mr. Burningham added that in terms of the cost of the project that language in the referendum could state that current market considerations are being used in calculating the cost.

Chairman Meyers inquired if a line item could be added to reflect an 8% increase for inflation. Councilmember Bradshaw asked if he meant for the purpose of analysis or potentially presenting it to the voters and Chairman Meyers replied to be able to show the voters that it is anticipated that costs will increase in the next 12 months. Whitney Ward stated that inflation in just the last 4 months has dramatically increased, and they are constantly updating and evaluating costs. Mrs. Ward reported that they have included in the numbers both a soft cost and design contingency. Mayor Westergard inquired what the contingency is, and Mrs. Ward answered there was a 5% growth and a 5% contingency, for a total of 10% identified an available.

96 Mrs. Money made a motion to approve the proposal from Lewis Young Robertson
97 Burningham for financial services related to possible GO Bond process with two additions; 1 – to
98 include scenario analyses and construction costs and interest rates in the summary section and 2 –
99 attach estimated completion in the general task area. Mayor Westergard seconded the motion. Board
100 Members Meyers, Bradshaw, Westergard, Summerhays, Money and Horrocks voted “aye.”
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102 **UPDATE ON HATCH PARK PROJECT**

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104 Mr. Miller introduced Ken Leetham, North Salt Lake City Manager, and stated that they’ve
105 been discussing a project at Hatch Park and wanted to bring it in front of the Board. Mr. Leetham
106 stated that the project is a renovation of an existing park and back in 2013 the city adopted a new
107 general plan for the city that included expanding Hatch Park. North Salt Lake has been purchasing
108 property to allow for the expansion of the park, along with high-density housing and adding
109 walkability to the park. The District and North Salt Lake started discussing a partnership many years
110 ago at Hatch Park for an expansion opportunity for the District. Mr. Leetham presented the preferred
111 design of the North Salt Lake City Council and Mayor. Mr. Miller added that the location satisfies the
112 area that the District has been looking for.
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114 Chairman Meyers expressed his support of the site and the plan. Mrs. Money expressed that
115 the current design is lacking in field and court space and to keep that in mind and agrees that it is a
116 great site and idea. Mayor Westergard commented that additional property could be found for the
117 additional fields and facilities.
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119 **FOLLOW UP ON DISTRICT GOALS**

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121 Mr. Miller reported that after looking at all positions and aspects of the District some goals
122 were created. Mr. Miller continued that most of the goals were made to keep the facility up to date
123 through capital projects and goals with keeping things working as smooth as the staff can.
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125 **BOND PROCESS UPDATE AND DISCUSSION ON COMMUNITY OUTREACH**

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127 Chairman Meyers explained that his concern with the outreach group that met the previous
128 year was that it was small for the size of the community and would like to see additional people
129 involved. Mr. Miller reported that he has reached out to the Chamber of Commerce, and they will
130 assist in getting information out to the public.
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132 Mr. Miller asked counsel to give guidance on what the Board can do regarding the community
133 outreach. Mr. Godfrey summarized that the Board and the District can’t campaign for or against the
134 bond issuance and can only act as an information conduit.
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136 Mr. Miller reported that the outline Gilmore Bell has provided basically starts in mid-August.
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138 **MEMBERSHIP REPORT**

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140 Mr. Miller reported that sales are slightly increasing and are still trending towards an increase.
141 Programs have been successful, and number of participants has increased.
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143 **EXECUTIVE DIRECTOR REPORT**

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145 Mr. Miller reported on the following items:

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- 148 • Reviewing staff pay increases to keep programs running
 - 149 • Parents Empowered campaign kick-off was held on 3/18
 - 150 • Iron Cup Hockey Tournament – 3/24 – 3/26
 - 151 • Egg Dive – 4/16
 - 152 • Ice Ribbon is closed for the season
 - 153 • In the process of shooting a promotional marketing video

154 **NEXT SCHEDULED BOARD MEETING**

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156 The next Board meeting will be on April 18th, 2022.

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158 **OTHER MATTERS**

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160 Mr. Miller reported that Mayor Romney did complete a walk-through with himself a few
161 weeks ago. Chairman Meyers mentioned he would bring a schedule for the Board to complete for the
162 next meeting. Mrs. Money commended the race staff for their efforts with the indoor triathlon.

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164 **CLOSED SESSION**

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166 At 4:57 p.m. Mrs. Money made a motion to adjourn the Board Meeting and to move into a
167 closed meeting to discuss the purchase, exchange, or lease of real property. Councilmember
168 Bradshaw seconded the motion. A roll call vote was held and Board Members Meyers, Bradshaw,
169 Westergard, Summerhays, Money and Horrocks voted “aye.”

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171 Attending the closed session was:

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173 Marti Money, County Representative
174 Todd Meyers, County Representative
175 Councilmember Kate Bradshaw, Bountiful
176 Councilmember Spencer Summerhays, Centerville
177 Tif Miller, Executive Director

Mayor Ryan Westergard, Woods Cross
Mayor Brian Horrocks, North Salt Lake
Todd Godfrey, District Attorney