

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

3 November 7, 2022, at 4:30 p.m.
4

5 Board Members present in person:

6 Mayor Ryan Westergard, Woods Cross City
7 Mayor Brian Horrocks, North Salt Lake City
8 Councilmember Kate Bradshaw, Bountiful City **arrived at 4:38 p.m.*
9

10 Board Members present on Zoom:

11 Todd Meyers, County Representative
12 Rick Earnshaw, County Representative
13 Marti Money, County Representative
14 Councilmember Spencer Summerhays, Centerville City
15

16 Staff In Attendance:

17 Tif Miller, Executive Director	Mary Gadd, Office Manager
18 Tyson Beck, District Clerk	Galen Rasmussen, District Treasurer
19 Scott McDonald, Aquatics & Fitness Director	Tom Lund, Maintenance Manager
20 Kaylie Glissmeyer, Customer Service Manager	Cory Haddock, Ice & Recreation Director
21 Wendy Jones, Fitness Coordinator	

22

23 Others In Attendance:

24 Ron Mortensen (Bountiful), Todd Powers (North Salt Lake), Chris & Peter Unwin
25 (Bountiful), Ken Leetham (North Salt Lake City Manager)
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27 **WELCOME**

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29 Chairman Meyers opened the meeting at 4:33 p.m. and excused Mayor Ken Romney.
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31 **CITIZEN MATTERS**

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33 None.
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35 **FOLLOW UP ON SDRD SUBCOMMITTEES**

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37 Chairman Meyers reminded Board Members about continuing their work on their designated
38 sub-committees. Mr. Earnshaw asked for a list to be sent out showing who is on each subcommittee.
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40 **BUDGET EXPENSE DISCUSSION AND EXERCISE**

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42 Mr. Miller explained that the proposed wages that have been prepared in the budget are leaner
43 than the ideal amount if the District was to be competitive with other entities. Mr. Miller offered that
44 he did have numbers for a less conservative wages, if the Board was interested.
45

46 **Councilmember Bradshaw arrived**
47

48 Mr. Miller reported on the Aquatics & Fitness department that Salaries – Perm Employees
49 increased due to an 3.9% increase in medical insurance, a 5% recommended COLA increase, and
50 increases to those who are eligible for their next benchmark on the salary schedule. Mr. Miller

51 explained that the Lifeguards/Swim Instructor expense is figured at a wage of about \$14-\$14.50
52 average wage. He said that if the District was to be competitive that the expenses in this account
53 could be closer to \$800,000. Mr. Miller commented that Swim Team Coaches increase is both merit
54 increases and an increase to the hourly wage. Scott McDonald reported that there are currently four
55 water polo coaches, five master team coaches, and eight age-group team coaches.
56

57 Mr. Miller gave a brief review of data collected of local cities and what increases, in COLA
58 and merit, that they were proposing or had approved. The proposal included in the budget for the
59 District was a 2% COLA and 5% merit increases to those eligible. Councilmember Bradshaw asked
60 who the District is competing with for employees. Mr. Miller answered that it is with cities, other
61 recreation centers and private entities. Mr. Miller expressed that they are seeing fewer graduates in
62 the field of recreation and the pool of employees applying for positions is getting smaller.
63 Councilmember Bradshaw suggested to obtain the average of the five cities within the District, and
64 what merit or COLA increases they approved, and the three nearest recreation competitors that are
65 similar, and what wages they approved, and report the figures in the next board meeting. Mr.
66 Earnshaw suggested that the Board determine the maximum amount the budget would allow and the
67 COLA increase, then the remaining amount is divided amongst those eligible based on their
68 supervisor evaluations. Mr. Miller added that a market analysis of positions should be evaluated to
69 know where the District stands comparatively.
70

71 **Councilmember Summerhays excused himself at 5:18 p.m.**
72

73 Mr. Miller highlighted the decreases in expenditures to the Public Notices, Travel & Training.
74 He reported that other expenses were proposed to be about the same as 2022, except for \$7,000
75 increase in Professional and Technical Services for the bond counsel. Councilmember Bradshaw
76 requested revisiting the projections to cover the approximately \$109,000 deficit between Aquatics &
77 Fitness revenues and expenses. Mr. Miller responded that in the past there have been higher revenue
78 projections, such as in memberships, but he has been conservative in revenue projections.
79

80 Mr. Miller reviewed the Recreation department expenditures with the same increases in
81 Salaries – Perm Employees, Temp & Part Time employees, Equipment Supplies & Maint for
82 replacing dirt, and Professional & Technical Services for legal bond counsel.
83

84 Mr. Miller reviewed the Ice Rink department expenditures with the same increases in Salaries
85 – Perm Employees. Mr. Miller mentioned that Temp & Part Time employees sees a slight decrease
86 with the elimination of the Snack Bar Cashiers, and possibly eliminating Board Member
87 Compensation. Other expenses are similar from the previous 2022 year, except increases to
88 Professional & Technical Services for legal bond counsel, and Operating Supplies for additional
89 skates and walkers.
90

91 Mr. Miller reported increases in the Maintenance department for expenditures in Salaries –
92 Perm Employees and Building & Grounds Maintenance.
93

94 Chairman Meyers asked what the condition of the current pool filtration system that it needs
95 to be replaced in the 2023 Capital expenditures and what the process is of replacing the system. Mr.
96 McDonald replied that the current system has many repairs that is needed and that install details still
97 need to be obtained. Councilmember Bradshaw proposed moving the higher priced Capital
98 expenditures to a later year in the plan. Mayor Westergard requested further detail into what each

99 program costs and whether the revenues for those programs cover their expenses, understanding that
100 they could be estimates. Mr. Miller replied that it would cost approximately \$6,000 to go through the
101 cost recovery process again, but it would take a few months and wouldn't be complete in time for this
102 budget.

103

104 **NEXT BOARD MEETING**

105

106 The next meeting will be the November 21st, 2022.

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108 **OTHER MATTERS**

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110 Chairman Meyers asked Mr. Earnshaw and Mrs. Money to provide Mr. Miller a performance
111 evaluation before the end of the year.

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113 At 6:26 p.m., Mr. Earnshaw made a motion to adjourn. Mayor Westergard seconded the
114 motion.

APPROVED