

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

3 October 24, 2022, at 3:30 p.m.

4
5 Board Members present in person:

6 Todd Meyers, County Representative
7 Councilmember Kate Bradshaw, Bountiful City
8 Councilmember Spencer Summerhays, Centerville City

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10 Board Members present on Zoom:

11 Marti Money, County Representative
12 Rick Earnshaw, County Representative
13 Mayor Ryan Westergard, Woods Cross City **arrived at 3:43 p.m.**

14
15 Staff In Attendance:

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

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22 Others In Attendance:

23 Ron Mortensen (Bountiful), Karen Hepworth (Centerville), Melanie Reil (Bountiful), Todd
24 Powers (North Salt Lake), Kathryn Jasperson (North Salt Lake), Chris & Peter Unwin (Bountiful)

25
26 **WELCOME**

27
28 Chairman Meyers opened the meeting at 3:38 p.m. and excused Mayor Ken Romney and
29 Mayor Brian Horrocks.

30
31 **CITIZEN MATTERS**

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33 Kathryn Jasperson commented that she was there to support changing the exit doors to be an
34 entrance into the facility to better assist those who have difficulty walking through the current
35 entrance.

36
37 Chris Unwin commented that the stairs into the leisure pool are too big, the handrails are
38 loose, and there are few showers with grab rails.

39
40 **Mayor Ryan Westergard arrived at 3:43 p.m.**

41
42 Todd Powers commented that the temperature of the pool can swing greatly day-to-day and
43 asked if it could be looked at and made steadier.

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45 Karen Hepworth commented that while she is glad to have a pool to come to, she agreed that
46 others struggle using the facility due to the length of the entry.

47
48 Melanie Reil commented that her mother gets cold after taking the cleansing shower and she
49 can become cold making her way into the pool and suggested another entry straight to the pool be

50 considered in the future.

51
52 **APPROVAL OF MINUTES FOR SEPTEMBER 19TH, 2022 AND OCTOBER 3RD, 2022**
53 **MEETINGS**

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55 Minutes of the Administrative Control Board Meetings held on September 19th, 2022, and
56 October 3rd, 2022, was approved on a motion made by Councilmember Bradshaw, and seconded by
57 Mr. Earnshaw. Board Members Meyers, Bradshaw, Summerhays, Money, Earnshaw, and Westergard
58 voted “aye.”

59
60 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**
61 **FOR SEPTEMBER 2022**

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63 Mr. Miller noted the expenditure on line #92, to Hogan & Associates Construction, in the
64 amount of \$107,763.25 for contracted work. He explained that it was one of the payments for the
65 pool rooftop units and that there would still be another two smaller payments in the future.

66
67 Total expenditures of \$527,623.75 for the period of September 1, 2022, to September 30,
68 2022, was approved on a motion made by Councilmember Summerhays and seconded by
69 Councilmember Bradshaw. Board Members Meyers, Bradshaw, Summerhays, Money, Earnshaw,
70 and Westergard voted “aye.”

71
72 Mr. Miller highlighted that membership sales for the year is approximately \$1,000 less than
73 the same time frame in 2019, using non-amortized figures. Chairman Meyers inquired about aquatics
74 being at 63.3% in revenues collected but expenditures being 71.9%. Mr. Miller said that was due to
75 the lack of memberships, since aquatics gets 85% of sales of memberships, and from the limited
76 swim lesson offerings.

77
78 **DISCUSSION REGARDING FEEDBACK FROM FORMER LAKEVIEW THERAPY POOL**
79 **PATRONS**

80
81 Mr. Miller estimated that revenue from membership sales could fall somewhere between
82 \$25,000-\$43,750 depending on how many from the therapy group came to the facility. Expenditures
83 are estimated at \$11,500 for the additional heating of the pool, \$11,300 for new automatic doors,
84 \$3,000 for a registration desk, \$1,000 for stanchions, \$1,000 to relocate ADA parking stalls, \$21,000
85 for sloping the curb for ADA access. Staffing cost of the desk is estimated between \$29,000-\$62,000
86 depending on the hours determined to open it. Mr. Miller mentioned that he has been informed that
87 once a door becomes an entrance into the facility, that a vestibule must added for buildings larger
88 than 3,000 sq. feet.

89
90 Chairman Meyers inquired about the grade of the new ADA parking stalls and Mr. Miller
91 answered that the architect does believe the grade is within codes. Mrs. Money noted that there is a
92 sloped curb a little farther west of the exit doors that perhaps could work for ADA parking stalls and
93 will still be a shorter distance than going through the front entry doors. Mrs. Money inquired if an
94 influx of participants or memberships could be seen from the therapy patrons. Mr. Miller answered
95 that class sizes have been larger, but aren't considered full, and that memberships have seen an
96 increase, but is unknown if they are therapy pool patrons. Mrs. Money suggested that it be discussed
97 and added to the master plan to review the feasibility of adding an additional interior entrance into the

98 leisure pool that could mitigate the long walk to get into the leisure pool.

99
100 Councilmember Bradshaw inquired if the exit doors are used as an entrance, but in a way to
101 avoid bringing it up to building codes, if the District is open to legal liability. Mr. Blakesley advised
102 that if the injury can be attributed to that deficiency, then the District would be responsible.

103
104 Chairman Meyers suggested looking at portable ramps to assist people getting into the pool
105 and what could be done to address the loose railings at the stairs entering the leisure pool.

106 **BUDGET DISCUSSION AND WORK SESSION**

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109 Mr. Miller reviewed the proposed 2023 budget using the prepared narrative and invited
110 questions from the Board Members. Mr. Miller noted that in Lessons – Pool, the revenue has been
111 increased by \$42,000 with the expectation that more staff can be obtained and limited pool closures
112 affecting session dates. Councilmember Summerhays asked where the additional expense in staffing
113 costs for swim instructors has been added and Mr. Miller replied that Lifeguard/Swim Instructor has
114 been increased from \$650,000 to \$750,000 for increased wages and the additional lessons.

115
116 Mr. Miller reported that Personal Trainers – Pools suffered from one trainer leaving and the
117 other sustained an injury but that in 2023 revenues are based on finding a replacement and being able
118 to offer more sessions. Councilmember Summerhays stated that fitness is a separate area in the
119 facility from the pools and inquired if fitness can be separated in the budget. Scott McDonald stated
120 that new split percentages of the membership revenue would need to be calculated and that members
121 and daily admissions often use both the fitness areas and the pools on the same visit.

122
123 Mr. Miller reported that Day Care revenues is projected to increase revenues slightly due to
124 increase in the price and in participation. Councilmember Summerhays added that it is a loss leader
125 for some memberships to be purchased. Councilmember Bradshaw inquired what the Day Care
126 wages are, and Mr. Miller replied that wages are projected to be \$42,000 and \$2,000 in supplies.

127
128 Mr. Miller noted that additional revenue in the Interlocal Agreement account would be from
129 any projected RAP Tax Funding received from cities. Councilmember Bradshaw informed him that
130 Bountiful just recently updated their guidelines for applicants.

131 **BOARD CHAIR REPORT**

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134 No items were discussed

135 **EXECUTIVE DIRECTOR REPORT**

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138 Mr. Miller reported on the following:

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- October 29th – Spook-tacular - facility will be closed the day to allow for set-up
 - Pool air handlers are up and being adjusted
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143 **CLOSE SESSION**

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145 No closed session was held.

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APPROVAL OF SETTLEMENT OF PERSONAL INJURY CLAIM

Councilmember Summerhays made a motion to approve the settlement as previously discussed. Councilmember Bradshaw seconded the motion. Chairman Meyers asked for a roll call vote. Board Members Earnshaw, Money, Summerhays, Bradshaw, Meyers and Westergard voted “aye.” There were no “nays.”

NEXT BOARD MEETING

The next meeting will be Monday, November 7th, 2022, at 4:30 p.m.

OTHER MATTERS

At 5:33 p.m., Mr. Earnshaw made a motion to adjourn. Mrs. Money seconded the motion.

APPROVED