

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

3 September 21, 2020, at 2:45 p.m.
4

5 Board Members present via Zoom:

6 Mayor Len Arave, North Salt Lake
7 Bret Millburn, County Representative
8 Marti Money, County Representative
9 Councilmember Tami Fillmore, Centerville
10 Todd Meyers, County Representative **late arrival*
11 Mayor Earnshaw, Woods Cross **late arrival*
12 Mayor Ken Romney, West Bountiful **late arrival*
13

14 Board Members present in person:

15 Mayor Randy Lewis, Bountiful
16

17 Others in attendance:

18 Jayme Blakesly, District Attorney
19 Tif Miller, Executive Director
20 Tyson Beck, District Clerk
21 Galen Rasmussen, District Treasurer
22 Mary Gadd, Office Manager
23 Scott McDonald, Aquatics & Fitness Director
24 Cory Haddock, Ice & Recreation Director
25 Rebeka Hatcher, Customer Service Manager
26 Tom Lund, Facility Maintenance
27 Whitney Ward, VCBO Architecture
28 Jason Burningham, Lewis, Young, Robertson & Burningham, Inc.
29 Ron Mortensen, Bountiful Resident
30 Cynthia Ong, Bountiful Resident
31

32 ***Agenda items were taken out of order***
33

34 **WELCOME**
35

36 Chairwoman Fillmore opened the meeting at 2:47 p.m. and asked if Vice Chair Arave
37 would run the meeting as she may become unavailable for small periods of time.
38

39 **CITIZEN COMMENTS**
40

41 None.
42

43 **REVIEW AND APPROVAL OF MINUTES FOR JUNE 12TH, 2020**
44

45 Minutes of the Administrative Control Board meeting held on June 12th, 2020 was
46 approved on a motion made by Mayor Lewis and was seconded by Mrs. Money. Board Members
47 Fillmore, Arave, Millburn, Lewis and Money voted “aye.”
48
49

50 **REVIEW & APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT FOR**
51 **AUGUST 2020**
52

53 Total expenditures of \$396,433.82 for the period of August 1, 2020 to August 31, 2020
54 was approved on a motion made by Chairwoman Fillmore and was seconded by Mayor Lewis. A
55 roll call vote was held and Board Members Fillmore, Arave, Millburn, Lewis and Money voted
56 “aye.”
57

58 **TEST UTAH TESTING SITE DISCUSSION**
59

60 Mr. Miller explained that Test Utah is possibly wanting to set up a COVID testing site in
61 the parking lot of the facility. Mayor Lewis added that a testing site has recently opened in the
62 Bountiful Police Department/Library parking lot. Mr. Millburn inquired what length of time they
63 are wanting to be set up for and what the hours of the testing site would be. Mr. Miller responded
64 that the initial agreement is for 45 days, but hours were unknown. After discussing the concerns
65 and alternatives, Board Members settled with offering parking lots of their respective City Hall’s
66 instead of the District’s parking lot.
67

68 **COVID-19 DISCUSSION AND MEMBERSHIP DEFERMENT UPDATE**
69

70 ***Todd Meyers, Mayor Earnshaw and Mayor Romney arrived during the discussion*
71

72 Mr. Miller explained that in the last meeting the discussion on membership deferrals
73 led to members who still wanted to defer would fill out a variance form that staff would review
74 and approve. The realization was made that this method was creating additional work for both
75 members and for staff. District staff was recommending the following:
76

77 Annual Memberships (paid in full) who were already deferring could continue to defer
78 until January 1st, 2021. Monthly Memberships (EFT’s) who were on deferment would need to
79 decide whether to return or cancel the membership. Those who cancel at this time, the one-time
80 \$30 start-up fee would be waived if they were to return before the end of 2021.
81

82 Chairwoman Fillmore voiced hesitation with putting a date on the deferment for annual
83 memberships if the winter brings a resurgence of Covid cases. Mr. Miller stated that the date can
84 be evaluated as the time draws closer.
85

86 Mrs. Money made a motion to accept the deferment of annual passes until January 2021
87 and grant no restrictions on cancelling EFT passes and allow the fee upon returning to be waived
88 through 2021. Mayor Earnshaw seconded the motion.
89

90 Ms. Gadd cited an example of an active membership, but the member did not know that
91 the facility had re-opened or had not used the pass and wanted to retroactively defer or receive a
92 refund. Mrs. Money recalled that the option for deferral was originally May 21st and she would
93 prefer to address allowing the option of a retroactive deferral to be a separate line item.
94

95 Vice Chair Arave asked for a roll call vote on the motion made by Mrs. Money. Board
96 Members Earnshaw, Romney, Fillmore, Millburn, Lewis, Meyers, Arave, and Money voted
97 “aye.”
98

99 Vice Chair Arave added that if complaints are received about allowing a retroactive

100 deferral on memberships that it could be addressed at a future meeting if necessary.

101
102 **MASTER PLAN FISCAL IMPACT AND FUNDS, ANALYSIS DISCUSSION**

103
104 At a previous steering committee meeting it was discussed that prior to the final
105 community outreach event that the District gather specific information on the potential cost to
106 each household in the event of a bond. Mr. Burningham presented a proposal for Lewis Young
107 Robertson and Burningham to put together a scope and fee proposal to assist with the Master
108 Plan efforts. The proposal would evaluate and determine the assessed valuation of the SDRD,
109 evaluate bonding costs, evaluation of tax impact on taxpayers and a summary findings and
110 report. The proposed fee to complete these tasks is estimated not to exceed \$5,000.

111
112 Mayor Earnshaw made a motion to approve Lewis Young Robertson & Burningham to
113 move ahead with the study with the proposed fee not to exceed \$5,000 and was seconded by Mr.
114 Meyers. Board Members Fillmore, Arave, Millburn, Lewis, Money, Meyers, and Earnshaw
115 voted “aye.”

116
117 **BOUNTIFUL CITY CARE ACT FUNDS INTERLOCAL AGREEMENT DISCUSSION**
118 **AND VOTE**

119
120 Mr. Miller presented the CARES Act Funding Agreement from Bountiful City. Mayor
121 Earnshaw inquired if any other cities were participating. North Salt Lake, West Bountiful and
122 Woods Cross confirmed their participation. Mayor Earnshaw requested that the approval be
123 withheld until all other Cities had their Agreements and approve all at the same time. Mayor
124 Romney made a motion to table the agenda item and was seconded by Mrs. Money. Board
125 Members Fillmore, Arave, Millburn, Lewis, Money, Meyers, and Earnshaw voted “aye.”

126
127 **EXECUTIVE DIRECTOR REPORT**

128
129 Mr. Miller reported on the following:

- 130
131
 - Introduced two new full-time employees; Rebeka Hatcher, Customer Service Manager,
 - 132 and William Baker, Maintenance II.
 - 133 • Drive-thru Spook-tacular on October 24th
 - 134 • Leisure Pool Roof project – bids for general contractor due the following week
 - 135 • Outdoor Pool remains open in September

136
137 **OTHER MATTERS**

138
139 Mrs. Money asked for a future update or walk-through for the Ice Ribbon.

140
141 Mayor Romney stated his conflict of interest for the Leisure Pool Roof Project as the
142 company he works for plans to submit a proposal.

143
144 **NEXT BOARD MEETING**

145
146 The next Board meeting will be on October 19th, 2020 at 3:00 p.m..

147
148 Meeting adjourned at 4:00 p.m. on a motion made by Mayor Earnshaw.