

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

3 October 21, 2019 at 3:30 p.m.
4 At the South Davis Recreation Center
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6 Attendance: **Board Members**

7 Mayor Randy Lewis, Bountiful
8 Marti Money, Davis County Representative
9 Todd Meyers, Davis County Representative
10 Mayor Rick Earnshaw, Woods Cross
11 Bret Millburn, Davis County Representative
12 Mayor Ken Romney, West Bountiful
13 Councilmember Tami Fillmore, Centerville
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15 Others:

16 Jayme Bell, Hayes, Godfrey & Bell Attorney
17 Tyson Beck, Board Clerk
18 Tif Miller, Executive Director
19 Scott McDonald, Aquatics & Fitness Director
20 Lizie Allen, Aquatics Program Manager
21 Kathleen Steadman, Aquatic Operations Manager
22 Cory Haddock, Recreation & Ice Director
23 Heidi Kearsley, Customer Service Manager
24 Mary Gadd, Office Manager
25 Haley Turner, Recreation Specialist
26 Layne Jenkins, Recreation Specialist
27 Tom Lund, Maintenance Supervisor
28 Wendy Jones, Fitness Coordinator
29 Darrell Child, Olympus Insurance
30 Michael Glissmeyer, Bountiful
31 Ron Mortensen, Bountiful
32 Ellen Anderson, Centerville
33 Christina Martin, North Salt Lake
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35 *A facility walk-through was held before the meeting.*
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37 **WELCOME**

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39 Board Chairman Romney opened the meeting at 3:44 p.m.
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41 **CITIZEN MATTERS**
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43 Ellen Anderson (Bountiful Resident) commented on the lack of cleaning in the facility,
44 how difficult it is to find information on the Board Meetings on the District's website and
45 recounted a customer service issue she experienced at the facility earlier that morning.
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47 Mayor Lewis asked staff if a record of complaints is kept regarding unsanitary conditions
48 and Mr. Miller answered no. Mr. Miller added that staff had formed a customer service
49 committee that is due to meet within the next two weeks.

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Chris Martin (North Salt Lake Resident) commented on how heavy the entry/exit doors to the leisure pool, competition pool and the family changing rooms are to open, and the length of the automatic close on those same doors. Ms. Martin continued with the distance from the handicap stalls to the leisure pool is over 800 feet and asked the Board to review moving handicap stalls to another location.

Michael Glissmeyer (Bountiful Resident) asked for the Board to review at the next meeting the purpose of Spooktacular, the revenue and expenses and if any damage occurs during the event.

APPROVAL OF MINUTES FOR SEPTEMBER 16TH, 2019

Minutes of the Administrative Control Board meeting held on September 16, 2019, was approved on a motion made by Mayor Earnshaw and was seconded by Mrs. Money. Board Members Lewis, Money, Meyers, Earnshaw, Millburn, Romney and Fillmore voted “aye.”

REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW FOR SEPTEMBER 2019

Total expenditures of \$376,046.55 for the period of September 1, 2019 to September 30, 2019 was approved on a motion made by Mr. Millburn and was seconded by Mayor Lewis. Board Members Lewis, Money, Meyers, Earnshaw, Millburn, Romney and Fillmore voted “aye.”

GENERAL LIABILITY, PROPERTY INSURANCE AND WORKMAN’S COMPENSATION

Darrell Child, with Olympus Insurance, presented the Board with the 2020 – 2021 Coverage Program Review. Mr. Child explained that this year a deep canvas of all the available underwriters that express interest and have expertise in working in the type of risks with recreation centers. Mr. Child stated that AIG, the incumbent coverage provider, provided the best and most responsive proposal to the District.

Bret Millburn left the meeting at 4:27 p.m.

Mayor Earnshaw asked if an incident of a hazardous substance would be covered under the \$10,000 deductible. Mr. Child said all insurance policies have a standard pollution exclusion, but a claw back provision is put into the policy.

Marti Money left the meeting at 4:35 p.m.

Mayor Earnshaw inquired if the District is providing the insurance for the Ice Ribbon. Tif Miller responded that the facility is covered by the City and the District is covering the liability for the operations.

Councilmember Fillmore asked Mr. Child to report back on what the additional cost would be to increase premiums for higher earthquake coverage.

DISCUSSION OF ADDITION OF NEW FEES AND CHANGES TO EXISTING FEES

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Mr. Miller reported that the admission fees for the Ice Ribbon are the same admission fees the District charges at the main facility, with the exception that it is not included in memberships but that members get a discount on the fees. Mr. Miller reported that the visiting skate professional fees were compared to other facilities that offer the same services.

DISCUSSION ON REPAIR AND REPLACEMENT AND CAPITAL FUNDS

Item was tabled until the next meeting due to time constraints.

MEMO ON CARDIO EQUIPMENT

Mr. McDonald reported that the District is looking at replacing 13 of the 15 treadmills, with the remaining 2 being replaced in 2021. After a review of state contract holders, the staff did a best value assessment of the equipment and recommends the District purchase from Advanced Exercise for Life Fitness treadmills.

Councilmember Fillmore made a motion to award the purchase of 13 treadmills, in the amount of \$109,500.90, from Advanced Exercise and was seconded by Mayor Lewis. Chairman Romney asked for a roll call vote and Board Members Lewis, Meyers, Earnshaw, Romney and Fillmore voted “aye.”

FIRST DISCUSSION ON 2020 BUDGET; SET PUBLIC HEARING

Mr. Miller mentioned that a public hearing to adopt and increase fees needed a motion to set a public hearing.

Mayor Earnshaw made a motion to set a public hearing for to adopt and increase fees on November 18, 2019 at 6:00 p.m. and was seconded by Mayor Lewis. Board Members Lewis, Meyers, Earnshaw, Romney and Fillmore voted “aye.”

Councilmember Fillmore asked for clarification on the addition of the line of “2.5 million roughly earmarked for proposed improvements and additions through master plan evaluation up to this point” on the 10-year Capital Improvement Plan. Mr. Miller explained those funds are not included on either the 10-year plan on in the 2020 Budget. Councilmember Fillmore asked to have the Flo Rider Pool put back onto the Preferred Additions on the Capital Improvement Plan.

Mr. Miller explained that part-time employee wages were increased again to compete with other starting positions. Mr. Miller explained that in preparing the 2020 Budget the biggest increases are in part-time wages.

Mayor Lewis made a motion to set a public hearing to adopt the 2020 Budget on November 18, 2019 at 6:10 p.m. and was seconded by Mayor Earnshaw. Board Members Lewis, Meyers, Earnshaw, Romney and Fillmore voted “aye.”

EXECUTIVE DIRECTOR REPORT

Mr. Miller reported that the front door is supposed to ship shortly.

FACILITY EVENTS

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Mr. Miller reported that an indoor triathlon was added on Dec. 14th, 2019.

OTHER MATTERS

No remarks.

NEXT BOARD MEETING

Next Board meeting will be November 18, 2019 at 5:00 p.m.

Meeting adjourned at 5:01 p.m. on a motion made by Councilmember Fillmore and was seconded by Mayor Earnshaw.

APPROVED