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

January 13, 2020, at 5:00 p.m.
at the Recreation Center

Attendance: **Board Members**

Mayor Randy Lewis, Bountiful
Councilmember Tami Fillmore, Centerville
Bret Millburn, Davis County Representative
Todd Meyers, Davis County Representative
Mayor Len Arave, North Salt Lake
Mayor Ken Romney, West Bountiful
Mayor Rick Earnshaw, Woods Cross
Marti Money, Davis County Representative

Others:

Jayme Blakesley, Hayes, Godfrey & Bell Attorney
Galen Rasmussen, Board Treasurer
Tyson Beck, Board Clerk
Tif Miller, Executive Director
Scott McDonald, Aquatics & Fitness Director
Cory Haddock, Recreation & Ice Director
Lizie Allen, Aquatics Programs Manager
Mary Gadd, Office Manager
Haley Turner, Recreation Specialist
Tom Lund, Maintenance Supervisor
Sarah Johnson, Race & Event Coordinator
Layne Jenkins, Recreation Specialist
Kathleen Steadman, Aquatics Operation Manager
Lizie Allen, Aquatics Program Manager
Ron Mortensen, Bountiful Resident

WELCOME

Board Chair Fillmore opened the meeting at 4:01 p.m.

CITIZEN MATTERS

No remarks.

APPROVAL OF MINUTES FOR DECEMBER 16, 2019

Mr. Millburn asked for his name to be spelled correctly on line #13.

Corrected Minutes of the Administrative Control Board meeting held on December 16, 2019, was approved on a motion made by Mayor Lewis and seconded by Mr. Millburn. Board Members Lewis, Fillmore, Millburn, Meyers, Arave Romney Earnshaw and Money voted "aye."

**REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT
REVIEW FOR DECEMBER 2019**

50
51 Mr. Miller reported that December 2019 saw two big expenditures to Advanced Exercise
52 Equipment, in the amount of \$109,500.90, and to Olympus Insurance Agency, in the amount of
53 \$115,528.00.

54
55 Mr. Millburn inquired about the purpose of the expenditure to Summit Energy, LLC and
56 Mr. Miller answered that it is for the November's gas usage. Mrs. Money inquired about the
57 expenditure to Revel Media Group, Inc. and Mr. Miller explained that it is the subscription for
58 the content program for the digital screens.

59
60 Total expenditures of \$613,787.14 for the period of December 1, 2019 to December 31,
61 2019 was approved on a motion made by Mayor Arave and was seconded by Mayor Earnshaw.
62 Board Members Lewis, Fillmore, Millburn, Meyers, Arave Romney Earnshaw and Money voted
63 "aye."

64
65 No remarks were made concerning the financial statement.

66 67 **UPDATE ON MASTER PLAN SURVEY**

68
69 Mr. Miller reported that an updated version of the survey, with the proposed changes
70 from suggestions and feedback, would be sent out via email after the meeting. Board Members
71 and Mr. Miller discussed the process of forming the questions on the survey, proceeding forward
72 with the survey on a slower time frame than previously discussed and how to educate the public
73 on the District's current needs. It was decided that the survey would be reviewed in-depth in the
74 February meeting with Y2 and VCBO representatives.

75
76 Mr. Meyers asked if the District's current facilities have been compared to the standards
77 from the National Parks and Recreation Association, based on population. Mr. Miller replied that
78 VCBO has reviewed those standards.

79 80 **DISCUSSION ON POSSIBLE FULL TIME POSITION – FITNESS COORDINATOR**

81
82 Mr. Miller reported to the Board that creating this position as a full-time position was
83 first discussed back in 2018 and he would like to add that position about halfway through the
84 year. Mr. Miller estimated an increase of \$6,000-\$9,000 in the Budget because other full-time
85 employees did not enroll in health insurance. Board Chair Fillmore remarked that as a user she
86 hasn't felt that anything was missing from fitness and asked for the staff's perspective on the
87 need for the position to be full-time. Mr. Miller replied that the hope is to grow the fitness
88 programs that are offered. Mr. McDonald added that the position would be responsive to guests
89 needs and any comments received and stay up to date on programs and classes.

90 91 **MEMBERSHIP REPORT REVIEW**

92
93 Board Chair Fillmore asked if most of the individual admittance payments are for the ice
94 or pool. Mr. Miller answered that the majority are for pool and ice admittances.

95 96 **EXECUTIVE DIRECTOR REPORT**

97
98 Mr. Miller reported that the Jr. Jazz program added 9pm games to accommodate the size
99 of the program and the lack of gym space and time. Mr. Miller added that there was a issue with

100 a scoreboard controller but that staff eventually fixed. Mrs. Money remarked that the High
101 School swim teams use prime hours at the facility. Board Chair Fillmore inquired how much
102 preparation ahead of time the Board should begin working on a new interlocal agreement with
103 the School District and Mr. Blakely replied at least 6 months.

104
105 Mr. Miller reported a request for pickleball courts.

106
107 Mr. Miller reported the Racquetball Tournament had 83 participants.

108
109 Mr. Miller reported on having Paul Mix come talk to the staff regarding customer service.

110
111 Mr. Miller reported that Sarah Johnson has been hired as the Race & Special Event
112 Coordinator.

113
114 Mr. Miller reported that the Ice Ribbon opening has been postponed until the fall season.

115
116 **FACILITY EVENTS**

117
118 Sweethearts Race – February 8th
119 Indoor Triathlon – February 22nd

120
121 Mr. Millburn asked if the District provides any sort of training program/schedule for
122 these events. Mr. Miller reported that there are clinics provided to assist people, with a
123 running clinic being held that night.

124
125 **OTHER MATTERS**

126
127 Mayor Arave remarked if it was necessary to have the staff attend Board meetings. Mr.
128 Miller replied that they attend to provide feedback and answer questions.

129
130 Board Chair Fillmore noted that the foil on the front foyer is peeling. Mrs. Money noted
131 the hard water on the cycle room windows.

132
133 **NEXT BOARD MEETING**

134
135 Next Board meeting will be February 10, 2020 at 3:30 p.m.

136
137