

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

3 October 14th, 2024, at 5:30 p.m.

4
5 Board Members present:

6 Councilmember Kate Bradshaw, Bountiful City
7 Councilmember Dell Butterfield, West Bountiful City
8 Mayor Brian Horrocks, North Salt Lake City
9 John Norman, Board Appointed Representative
10 Brett Steadman, Board Appointed Representative
11 Councilmember Spencer Summerhays, Centerville City
12

13 Staff In Attendance:

14 Tif Miller, Executive Director Jayme Blakesley, District Attorney
15 Scott McDonald, Aquatics & Fitness Director Mary Gadd, Office Manager
16 Cory Haddock, Ice & Recreation Director Tyson Beck, District Clerk
17

18 ***Agenda items were taken out of order***

19 **WELCOME**

20
21 Chairman Horrocks opened the meeting at 5:33 p.m.
22

23 **CITIZEN MATTERS**

24
25 None.
26

27 **RECOGNITION OF OCTOBER 2024'S EMPLOYEE OF THE MONTH**

28
29 Estrella Hernandez was recognized as the employee of the month.
30

31 **APPROVAL OF SEPTEMBER 9TH, 2024 AND SEPTEMBER 19TH, 2024 BOARD MEETING**
32 **MINUTES**

33
34 Minutes of the Administrative Control Board Meeting held on September 9th, 2024, and
35 September 19th, 2024, was approved on a motion made by Mr. Norman, and was seconded by
36 Councilmember Bradshaw. Board Members Bradshaw, Butterfield, Horrocks, Norman, Steadman,
37 and Summerhays voted "aye."
38

39 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**
40 **FOR SEPTEMBER 2024**

41
42 Mr. Miller highlighted the following expenditures:

- 43
- 44 • Bountiful City (lines #15 & #127) – timing of utility payments for 2 months
 - 45 • KCHM, LLC. (line #34) - \$9,812.00 for the annual audit
 - 46 • Midgley-Huber, Inc. (line #57) - \$1,872.41 for boiler parts
 - 47 • Beck's Sanitation (line #65) - \$939.40 for removal of lap pool filter sand
 - Intermountain Concrete Specialties (line #87) - \$1,772.12 for sealing the pool deck

- 48 • Pink Sunshine Resurfacing (line #91) - \$10,562.00 for slide stairs and steam room repair
49 • Bee’s Baseball (line #109) - \$8,572.00 for jerseys and hats for spring and summer
50 baseball
51 • Hogan & Associates Construction (line #132) - \$89,601.56 for pool roofing repair
52

53 Total expenditures of \$560,356.00 for the period of September 1, 2024, to September 30,
54 2024, was approved on a motion made by Councilmember Bradshaw, and seconded by
55 Councilmember Summerhays. Board Members Bradshaw, Butterfield, Horrocks, Norman, Steadman,
56 and Summerhays voted “aye.”
57

58 Members discussed the Cash & Investments report and made suggestions on what to include
59 in the Revenues & Expenses by Activity/Program report.
60

61 **ICE AND RECREATION DIRECTOR REPORT**
62

63 Cory Haddock reported that there are fifteen authorized coaches to give figure skating lessons
64 at the facility and an average learn to skate participation. The board discussed with Mr. Haddock how
65 basic hockey lessons might be expanded at the facility. Mr. Haddock informed the board about
66 upcoming ice shows from various groups.
67

68 Mr. Haddock reported participation numbers in soccer (1,427), flag football (893), volleyball
69 (498), and Jr. Jazz (1,075). Mr. Haddock added that interest for younger ages in soccer is increasing
70 and that they are looking for additional locations for the Jr. Jazz instructional league.
71

72 **EXECUTIVE DIRECTOR REPORT**
73

74 Mr. Miller reported on the following items:

- 75 • Mission, vision and core values statement is still being worked on
76 • Planned customer service training for staff on November 6th
77 • Meeting with cities to update and coordinate free days for their residents
78 • Paint colors in locker rooms was updated during the annual closure
79 • 180 dogs participated in Dogapoolooza
80 • Adaptive basketball will start November 6th
81 • The Ice Ribbon chiller has had operations and maintenance issues since opening
82 • Ice Rink compressors originally budget for in 2025, moved it to 2027 due to recent repairs
83 • Reviewing insurance options since it has nearly doubled since 2019
84 • Vendor providing a vending machine for hockey/skating accessories
85 • Aquify - projected savings of \$600,000 over ten years in water and power
86

87 **MEMBERSHIP REPORT**
88

89 Mr. Miller noted that the summer passes have dropped from the report but that he was
90 optimistic with the sales of annual passes.
91

92 **DISCUSSION AND APPROVAL OF RESOLUTION 2024-15 UPDATING DISTRICT RULES**
93 **AND REGULATIONS**
94

95 Jayme Blakesley started with a discussion on the age of children that require an adult to be
96 within arm's reach (Section 4.2), as it was previously set as 8 years old. Mr. Steadman reported that
97 most local pools have their age set to children 5 years and younger, and that staff is currently
98 enforcing that rule. Board Members agreed to the change.
99

100 Mr. Blakesley briefed the board on the changes to Section 6 through Section 10. In Section
101 9.1, Councilmember Summerhays suggested adding language that approval is at the Board's sole
102 discretion.
103

104 Councilmember Summerhays made a motion to approve Resolution 2024-15 Adopting the
105 South Davis Recreation District Rules and Regulations, with the changes to the age requirement and
106 approval process. Councilmember Bradshaw seconded the motion. Chairman Horrocks asked for a
107 roll call vote. Board Members Summerhays, Bradshaw, Horrocks, Norman, Butterfield, and
108 Steadman voted "aye." There were no "nays."
109

110 ***At 7:19 p.m. Board Member Steadman left the meeting.***
111

112 **WEBSITE UPDATE DISCUSSION**

113

114 Mr. Miller reviewed the pricing quotes for a website redesign that would make it mobile
115 friendly. With the pricing differences between the upfront costs and ongoing costs amongst the
116 services, the board asked for additional information before deciding.
117

118 **DISCUSSION AND APPROVAL ON ADDITION OF OMNIA PARTNERS AS A** 119 **COOPERATIVE GROUP PURCHASING OPTION**

120

121 Mr. Miller informed the board of another cooperative purchasing agreement, Omnia Partners.
122 The District currently uses Sourcewell and HGACbuy, adding Omnia Partner gives the District
123 another avenue for discounted pricing on projects.
124

125 **MEMO ON PURCHASE OF FITNESS EQUIPMENT**

126

127 Mr. McDonald presented a listing of fitness equipment that was placed into service in 2015
128 that are well utilized and have been prioritized in the replacement schedule. Mr. McDonald reviewed
129 the state contract holders for rowers, ellipticals, and an ergometer. Staff recommended purchasing
130 four pieces of equipment from Upper Limit for \$16,718 and one piece from Pacific Fitness for
131 \$4,660. This purchase is part of the 2024 capital budget for fitness equipment.
132

133 **DISCUSSION ON 2025 BUDGET DRAFT #3, SET DATE FOR TENTATIVE APPROVAL** 134 **OF FY 2025 BUDGET**

135

136 Mr. Miller reviewed projected revenues and expenses in the sub-department categories within
137 the departments of aquatics, recreation, and ice. Mr. Miller answered questions and received
138 comments from board members on credit card fees, personnel expenses, private swim lessons,
139 waterpolo, fitness classes, facility rentals, special events, internship possibilities, daycare, youth
140 basketball, adult sports, adaptive programming, hockey rentals, and public skating hours. Mr. Miller
141 was asked to use the zero-based budgeting method and estimate the fees for programs that are
142 currently showing a loss for the next meeting.

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147

ADJOURNMENT

At 9:07 p.m. Councilmember Summerhays made a motion to adjourn the meeting.
Councilmember Butterfield seconded the motion.

APPROVED