

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

3 December 11th, 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 Mayor Ryan Westergard, Woods Cross City
13

14 Staff In Attendance:

15 Tif Miller, Executive Director Mary Gadd, Office Manager
16 Cory Haddock, Ice & Recreation Director Tyson Beck, District Clerk
17

18 Others in Attendance:

19 Darrell Child (Olympus Insurance), Ron Mortensen (Bountiful)
20

21 **WELCOME**

22
23 Chairman Horrocks opened the meeting at 5:32 p.m.
24

25 **CITIZEN MATTERS**

26
27 None.
28

29 **RECOGNITION OF DECEMBER 2024 EMPLOYEE OF THE MONTH**

30
31 Mr. Miller recognized Carter Johnson as the employee of the month.
32

33 **APPROVAL OF NOVEMBER 4TH, 2024 BOARD MEETING MINUTES**

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35 Mayor Westergard noted that he was not listed in attendance on the minutes. Corrected
36 Minutes of the Administrative Control Board Meeting held on November 4th, 2024, was approved on
37 a motion made by Councilmember Bradshaw, and was seconded by Councilmember Butterfield.
38 Board Members Bradshaw, Butterfield, Horrocks, Norman, Steadman, Summerhays, and Westergard
39 voted “aye.”
40

41 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**
42 **FOR NOVEMBER 2024**

43
44 Mr. Miller noted the following expenditures:

- 45 • Aquify Systems Corp. (line #15) - \$86,270.78 – first payment on the pool filter
46 • Atkinson Electronics, Inc (line #16) - \$962 – install technical components for RTU’s
47 • International Association for Human Values (line #35) - \$2,800 – Sky breathing courses

- 48 • Otis Elevator Company (line #46) - \$7,000 – testing facility elevators
- 49 • Upper Limit (line #53) - \$16,718 – fitness equipment
- 50 • Wall 2 Wall Floor Coverings (line #54) - \$80,247 – ice lobby replacement flooring
- 51 • Dell Marketing, L.P. (line #65) - \$6,705.72 – various computers in facility
- 52 • Paul C. Mix (line #82) - \$1,000 – guest speaker on customer service
- 53 • STYKU LLC (line #146) - \$7,578 – body scanner

54
55 Total expenditures of \$604,586.71 for the period of November 1, 2024, to November 30, 2024, was
56 approved on a motion made by Mayor Westergard, and seconded by Councilmember Butterfield.
57 Board Members Bradshaw, Butterfield, Horrocks, Norman, Steadman, Summerhays, and Westergard
58 voted “aye.”

59
60 Mr. Miller noted that at the previous meeting participation numbers were added to the
61 revenues & expenses by activity/program page, and this meeting had the income/(loss) per capita
62 added.

63 64 **APPROVAL OF BOARD MEETING CALENDAR FOR 2025**

65
66 Mr. Miller presented a Board meeting schedule for the 2025 calendar year. Mr. Miller
67 proposed the Board continue meeting on the second Monday of each month, except for the month of
68 November which will be moved to November 3rd due to the holiday. All meetings will be at 5:30 p.m.
69 Councilmember Summerhays made a motion to approve the 2025 schedule, seconded by Mr.
70 Norman. Board Members Bradshaw, Butterfield, Horrocks, Norman, Steadman, Summerhays, and
71 Westergard voted “aye.”

72 73 **REVIEW OF 2024 FRAUD RISK ASSESSMENT**

74
75 Mr. Beck presented the assessment on fraud risk that the Office of the State Auditor asks each
76 governmental entity to perform annually. The District scored 335 points out of a possible 395 points,
77 putting the District in the low fraud risk category.

78
79 Board Members inquired about collecting signed statements on ethical behavior from officials
80 and employees. Mr. Miller answered that he is working on it and will implement it soon.

81 82 **DISCUSSION ON PROPOSED FEE INCREASES**

83
84 Mr. Miller noted price increases to memberships, rentals, water polo participants, youth
85 recreation basketball players and teams, competitive league teams, and adult sports like softball and
86 basketball. Mr. Miller continued with pricing increases to youth soccer participants, youth flag
87 football players, youth volleyball, tennis, pickleball and sports and fitness camps. Increases were
88 planned for special events like Egg Dive, Dogapoolooza, running races and triathlons. Mr. Miller
89 added that they reviewed other ice rink hourly rental rates and suggested increasing the rate to \$200
90 an hour to match.

91 92 **PUBLIC HEARING ON PROPOSED FEE INCREASES**

93
94 At 6:12 p.m. Chairman Horrocks opened the public hearing for comments. Ron Mortensen

95 pointed out that youth soccer pre k – 1st showed a current rate of \$56 for a non-resident and Mr.
96 Miller corrected that the true rate was \$57.

97
98 At 6:14 p.m. Chairman Horrocks closed the public hearing.
99

100 **APPROVE RESOLUTION 2024-17 ADOPTING 2024 RATE INCREASES**

101
102 Councilmember Bradshaw made a motion to approve resolution 2024-17 adopting rate
103 increases for FY 2025 with the correction to youth soccer. Councilmember Summerhays seconded
104 the motion. Chairman Horrocks called for a roll call vote. Board Members Bradshaw, Summerhays,
105 Horrocks, Westergard, Butterfield, Norman, and Steadman voted “aye.” There were no “nays.”
106

107 **OPEN PUBLIC HEARING ON FY 2025 BUDGET**

108
109 Chairman Horrocks opened the public hearing at 6:15 p.m.
110

111 **DISCUSSION ON PROPOSED FY 2025 BUDGET**

112
113 Councilmember Summerhays stated that the debt service payment hits in 2026 even though
114 the levy is collected and is not a zero-sum game for that year. Tyson Beck stated that previously he
115 had tied the debt service revenue to the debt service payments, year for year. Mr. Beck added that he
116 believed it to be important to make that change now so it reflects that the cash is being built up to
117 make that final payment.
118

119 Mr. Miller reported the following changes from the last meeting:

- 120 • Water polo – increase in fees and hopeful that participation numbers will increase
- 121 • Egg Dive/Dogapoolooza/Races – increase in fees and decrease in expenses
- 122 • Jr. Jazz – fee increases but not until August and decreasing the number of games played
- 123 • Adult Sports – increase to fees, mens basketball changing the payment structure to per
124 person
- 125 • Recreation Summer Camps – increase to fees
126

127 Councilmember Butterfield asked if the budget includes increases to utilization. Mr. Miller
128 stated it incorporates a gradual increase, since the trend in the last few years has shown some.
129 Councilmember Butterfield inquired about progress on sponsorships. Mr. Miller answered that he is
130 working with staff to get that going in the next couple of months.
131

132 **CLOSE PUBLIC HEARING ON FY 2025 BUDGET**

133
134 Chairman Horrocks asked for public comment. Ron Mortensen thanked the board for looking
135 at the budget as a business and not a social welfare program and commented that when the current
136 bond expires in 2026 to resist the temptation to replace it with something else but continue to be
137 fiscally responsible. Mr. Mortensen also suggested creating a preventative maintenance committee to
138 ensure the facility’s longevity.
139

140 At 7:10 p.m. Chairman Horrocks closed the public hearing.
141

142 **ACTION ON RESOLUTION 2024-18 REGARDING FY 2025 BUDGET**

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144 Councilmember Bradshaw made a motion to approve resolution 2024-18 adopting the budget
145 for 2025 and was seconded by Councilmember Summerhays. Chairman Horrocks called for a roll call
146 vote. Board Members Steadman, Norman, Butterfield, Westergard, Horrocks, Summerhays, and
147 Bradshaw voted “aye.” There were no “nays.”

148

149 **EXECUTIVE DIRECTOR REPORT**

150

151 Mr. Miller reported on the following items:

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153 • December ice rink and ice ribbon usage is expected to be high

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155 • Ice Rink flooring has been installed and the turnstile still needs installed

156

157 • Continued meetings with cities and the councils

158

159 • Looking at ways to grow the adaptive programming

160

161 • Jr. Jazz session two has approximately 175 additional participants

162

163 • Thanksgiving Day Races had 1,300 runners

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165 • Resuming strategic planning and mission values in January

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167 • December deal days started 12/9 and has seen good participation

168

169 • Updating the website has begun and expects to be active in the new year

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171 **MEMBERSHIP REPORT**

172

173 Mr. Miller reported that sales have been going well and traditionally December sees higher
174 sales, especially with the deal of a free 13th month.

175

176 **ADJOURNMENT**

177

178 Next board meeting will be on January 13th, 2025.

179

180 At 7:27 p.m. Mayor Westergard made a motion to adjourn the meeting. Councilmember
181 Summerhays seconded the motion.

182