

South Davis Recreation District Administrative Control Board Meeting

September 17, 2018, at 3:30 p.m.
at the South Davis Recreation Center

Attendance: **Board Members**

Mayor Randy Lewis, Bountiful
Mayor Rick Earnshaw, Woods Cross
Commissioner Bret Millburn, Davis County
Marti Money, Davis County Representative
Councilmember Tami Fillmore, Centerville
Mayor Len Arave, North Salt Lake
Nate Pugsley, Davis County Representative ***arrived 3:36 p.m.***

Others:

Tif Miller, Executive Director
Todd Godfrey, District Attorney
Tyson Beck, Board Clerk
Galen Rasmussen, Board Treasurer
Scott McDonald, Aquatics & Fitness Director
Cory Haddock, Recreation & Ice Director
Lizie Allen, Aquatics Programs Manager
Kathleen Steadman, Aquatics Operations Manager
Heidi Kearsley, Customer Service Manager
Mary Gadd, Office Manager
Haley Turner, Recreation Coordinator
Kade Nelson, Recreation Specialist
Tom Lund, Facility Maintenance Supervisor
McKay King, SDAT Swim Coach
Danny & Elliot Howe, SDAT Swimmer
Audrey Kim, SDAT Swimmer
Michael Glissmeyer, Bountiful Resident
Gary Hill, Bountiful City Manager

NOTE: Some Agenda Items were taken out of order

WELCOME

Board Chair Money opened the meeting at 3:34 p.m.

CITIZEN MATTERS

None

MINUTES OF AUGUST 20, 2018 BOARD MEETING APPROVED

Minutes of the Administrative Control Board meeting held on August 20, 2018 was approved on a motion made by Mayor Earnshaw and seconded by Mayor Lewis. Board Members Lewis, Earnshaw, Millburn, Money, Fillmore and Arave voted “aye.”

APPROVAL OF EXPENDITURES FOR AUGUST 2018

Mayor Lewis inquired how many jerseys the payment of \$6,638.50 to American Soccer Company provided. Cory Haddock answered it was for 700-800 participants.

****Nate Pugsley arrived at 3:36 p.m.****

Board Chair Money asked how many people attended the URPA Regional Director’s Retreat. Tif Miller replied that the payment of \$1,740.00 was for both the Director’s Retreat, for himself and Scott McDonald, and for the annual URPA conference, for several District employees. Board Chair Money asked about the marketing services of James Keddington. Mr. Miller replied that Mr. Keddington manages the website, newsletter email and some other items. Mr. Miller and other District staff have met with Mr. Keddington regarding improving the District’s marketing. Commissioner Millburn asked if it was a monthly fee and if there was a contract with Mr. Keddington. Mr. Miller replied it is a monthly fee and currently there was no contract. Commissioner Millburn recommended obtaining a contract for marketing services. Mayor Arave inquired if the District offers tennis lessons and where. Kade Nelson replied that they are taught at several parks within the District.

Total expenditures of \$427,092.43 for the period of August 1, 2018 to August 31, 2018 were approved on a motion made by Commissioner Millburn and seconded by Mayor Arave. Board Members Lewis, Earnshaw, Millburn, Money, Fillmore, Arave and Pugsley voted “aye.”

FINANCIAL STATEMENT REVIEW

Board Members had no questions.

TSUNAMI SWIM TEAM UPDATE

Coach McKay King highlighted a couple of the District’s swimmers. Elliot Howe qualified for Junior National Championships, that will be held in Austin, Texas in December, and is in the top 0.02% swimmers in her age group. Audrey Kim broke an American Record in the 50-meter backstroke this past summer. Coach McKay mentioned that since he started coaching in April of 2016, that each swimmer that has competed in swim meets has achieved a personal best. Coach McKay informed the Board that the team is at capacity and will be holding try-outs in the coming week. Coach McKay fielded several questions from the Board Members regarding High School involvement, the District’s coaching staff, private swim teams and pool availability.

PRESENTATION: BOUNTIFUL CITY ICE RIBBON

Gary Hill discussed an opportunity of a partnership for an outdoor ice ribbon near Bountiful's Main Street in a plaza that they are developing. The plaza will have water features, a stage with sound system, restroom facilities and the capability of hosting the farmer's market and food truck league. Currently space has been allocated for an ice ribbon, similar to one in Herriman, but it is not ideal for Bountiful City to create a department to manage and maintain the ice ribbon and they do not want to compete with the District. Mr. Hill is proposing a partnership where Bountiful City would provide the initial capital outlay and the District would operate it. Mr. Hill answered questions from the Board Members.

Commissioner Millburn asked for a sense of limitations with outdoor ice being driven by temperatures. Mr. Hill replied ice could reasonably be had for 3-4 months out of the year. Mayor Lewis added that the system would allow to have ice with temperatures up to 55-60 degrees. Commissioner Millburn asked how the space would be used during the summer months. Mr. Hill answered that it is a concrete pad and roller skating could be an option.

Mr. Miller reported that Herriman made \$62,500 in their first, and only, year. Councilmember Fillmore asked if that was a net income. Mr. Miller replied that it was not and is just from their sales. Mr. Miller estimates that the District could expect \$30,000 in staff wages, \$15,000 for the initial cost of skates, ice walkers and for power. Mr. Pugsley mentioned that items like skates and ice walkers would be expenses that would be spread out over several years. Mayor Arave inquired if users would move to the new ribbon and free up ice time for figure skaters and hockey players. Mr. Miller answered it would likely just alleviate the busier nights at the facility but that is a possibility.

Board Chair Money asked Mr. Hill where Bountiful City is at in the process of the plaza. Mr. Hill replied that they are in the bidding process for everything but the ice ribbon. Mr. Hill continued that the plan is to start construction in the fall and to open in 2019. Councilmember Fillmore asked if space was available to possibly host outdoor hockey. Mr. Hill answered that he doesn't believe there is be enough space available. Mr. Pugsley asked how big the ice ribbon would be. Mr. Hill answered that it's planned for 7,000-foot facility. Board Chair Money and Councilmember Fillmore asked if it could possibly be built bigger. Mr. Hill replied that they could look at how much space is available without compromising the other activities. Councilmember Fillmore asked that year-round use be more thoroughly explored so the District can be deliberate in how it is built to accommodate whatever use is decided upon.

Board Chair Money asked Mr. Miller what the next step was. Mr. Miller replied that he could email out the numbers for everyone to review closely. Mr. Hill asked the Board for a letter-of-intent in one month and an interlocal agreement in 2 months, or sooner if feasible.

PROCUREMENT POLICY DISCUSSION

Mr. Miller mentioned it is the same version from the previous meeting but with red lines indicating the changes. Mr. Godfrey mentioned the changes are substantial but not significant. Mr. Godfrey mentioned that in the future there probably will be changes to become compliant.

Mayor Arave brought up that Mr. Miller is acting as both the Executive Director and the Purchasing Agent. Mr. Godfrey replied that is one of the reasons that with the District's size and scope that the Board still approves expenditures. Board Chair Money mentioned that the policy was listed as a discussion on the agenda, not as a resolution. Mr. Godfrey said it was indicated at the last meeting that it would be up for approval but could be postponed.

Mayor Lewis made a motion to approve the Resolution 2018-05, amending the procurement policy of the South Davis Recreation District, and was seconded by Mayor Earnshaw. A roll call vote was held and Board Members Lewis, Earnshaw, Millburn, Money, Fillmore, Arave and Pugsley voted "aye."

LED UPDATE

Mr. Miller recommended that the District make the switch to LED lighting. Mr. Miller provided the quote from Conserve-A-Watt, who holds the State contract for LED lighting. Mr. Miller said that before this quote could be approved that the Budget would need to be re-opened to allow for purchase.

OTHER MATTERS

Next Board meeting will be October 15, 2018 at 3:30 p.m.

Mayor Lewis read a note of thanks from John Miller. Tif Miller added that a draft of an updated Personnel Policies and Procedures and a possible District Master Plan was given to the Board under the Executive Director report but that he would put the items onto the next meeting.

At 4:56 p.m. Mayor Earnshaw made a motion to move to a closed meeting to discuss reasonably imminent litigation and a the character, professional competence or physical or mental health of an individual, and was seconded by Mayor Lewis. A roll call vote was held and Board Members Lewis, Earnshaw, Millburn, Money, Fillmore, Arave and Pugsley voted "aye."

Attending the closed meeting was:

Marti Money
Commissioner Millburn
Councilmember Tami Fillmore
Mayor Len Arave
Mayor Randy Lewis
Mayor Rick Earnshaw
Nate Pugsley
Tif Miller
Todd Godfrey
Mary Gadd

Absent from the closed meeting was:

Mayor Ken Romney

At 5:01 p.m. Mayor Arave made a motion to return to the open meeting and was seconded by Mr. Pugsley. Board Members Lewis, Earnshaw, Millburn, Money, Fillmore, Arave and Pugsley voted “aye.”

Meeting adjourned at 5:01 p.m. on a motion made by Commissioner Millburn and seconded by Mayor Earnshaw. Board Members Lewis, Earnshaw, Millburn, Money, Fillmore, Arave and Pugsley voted “aye.”

*****approved with correction on October 22nd, 2018*****