

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

3 October 18, 2021, at 3:15 p.m.
4

5 Board Members present

6 Marti Money, County Representative
7 Mayor Len Arave, North Salt Lake
8 Mayor Rick Earnshaw, Woods Cross
9 Mayor Randy Lewis, Bountiful
10 Councilmember Tami Fillmore, Centerville
11 Bret Millburn, County Representative ***arrived at 3:55 p.m.*
12 Todd Meyers, County Representative ***arrived at 4:37 p.m.*
13

14 Others in attendance:

15 Tif Miller, Executive Director	Jayme Blakesly, District Attorney
16 Scott McDonald, Aquatics & Fitness Director	Tyson Beck, District Clerk
17 Mary Gadd, Office Manager	Tom Lund, Maintenance Supervisor
18 Cory Haddock, Ice & Recreation Director	Ron Mortensen, Bountiful Resident
19 Tammy Bernstein, Customer Service Manager	Farrell Buller, 110% Cost Recovery
20 Tallie Viteri, Woods Cross Resident	Nathan Leavitt, VCBO Architecture
21 Dennis Forbush, Hogan Construction	Chad Reimschuessel, Swim Coach

22

23 **Work Session – 3:15 p.m.**
24

25 Chairman Arave opened the work session at 3:21 p.m.
26

27 Tif Miller reported that over the past couple months the District revenues and expenses
28 have been reviewed with the team at 110% cost recovery. He reported they are now in the
29 process of looking at all the District services and programs and trying to decide where they fall
30 in a rank order system. Mr. Miller explained that costs should not be considered when ranking
31 and introduced Farrell Buller to lead the presentation.
32

33 Ms. Buller gave a brief introduction of the 110% team working on this project, a smart
34 approach to cost recovery. Ms. Buller explained that this is the same beneficiary of service work
35 session that the District management staff took part in last week. Ms. Buller explained she will
36 be asking the Board for input on how they want to be spending taxpayer resources, what the
37 values are for their community, and how does the Board want to progress going forward. The
38 Board will act as the resident representation and the information from here will be combined
39 with the staff input and presented with the results later.
40

41 Ms. Buller explained that the concept is broken down into two components, cost recovery
42 and subsidy. Ms. Buller acknowledged that it is not easy to balance giving those what they want
43 and to help them but keeping a business acumen mindset. The process that entities are led
44 through is a tax investment/revenue enhancement philosophy that is broken into three categories,
45 service categories, beneficiary of service and cost of service. She continued that the process the
46 Board will complete today will be in the beneficiary of service area. She explained that the
47 management staff has created the service categories based on all the services and programs that

48 are offered by the District.

49

50 Ms. Buller continued that as they get into the beneficiaries of service to think about if it is
51 a service that is individualized in nature or more of a common good. If a program needs a
52 mastery of skill to be able to participate it is more individualized in nature. A beginner level
53 swimmer is more accessible and open to all in the community. Ms. Buller referenced a paper the
54 Board was handed out and informed them they will rank the service categories based upon the
55 beneficiary of service.

56

57 Ms. Buller explained that when the cost of service is talked about that it includes the
58 whole cost, including salaries from the Executive Director to utilities and everything that can be
59 identified. Taking the cost of services and reviewing them direct to rankings of beneficiaries of
60 the service, the District will build what the cost recovery would be to take care of programs and
61 services.

62

63 Chairman Arave asked if he should be ranking based on what the community needs or
64 what he believes the District should be providing. Ms. Buller answered that he would rank the
65 services based on how valuable he believes the service is to the community. Chairman Arave
66 inquired how he would rank a service if he believes the infrastructure must be provided in order
67 for the service to be had. Ms. Buller referred the infrastructure to a drop-in activity, otherwise the
68 facility itself is understood to be necessary.

69

70 Ms. Buller reviewed each service category and then gave the Board time to complete
71 their rankings.

72

73 *** Bret Millburn arrived at 3:55 p.m. ***

74

75 **Regular Meeting – 4:00 p.m.**

76

77 **WELCOME**

78

79 Chairman Arave opened the regular meeting at 4:02 p.m.

80

81 **CITIZEN MATTERS**

82

83 Tallie Viteri expressed concerns over the policy the District has in creating youth flag
84 football teams. Ms. Viteri was under the impression that teams would be assigned randomly but
85 as the season progressed, she found many teams that registered as complete teams and have
86 played together for years. These teams were far more experienced and skilled. Her child's team
87 experienced several blowout games against these teams but when they played other randomly
88 assigned teams that the children had an exciting time, whether they won or lost. Ms. Viteri
89 believes that a better job could be done in composing teams in a recreational league.

90

91 Councilmember Fillmore asked if this matter can be put onto an agenda for the Board to
92 address.

93

94 **APPROVAL OF MINUTES FOR SEPTEMBER 20, 2021, MEETING**

95

96 Minutes of the Administrative Control Board Meeting held on September 20, 2021, was
97 approved on a motion made by Mayor Lewis, and seconded by Mrs. Money. Board Members
98 Money, Arave, Earnshaw, Lewis, Fillmore, and Millburn voted “aye.”
99

100 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT**
101 **REVIEW FOR SEPTEMBER 2021**
102

103 There were no questions regarding expenditures. Total expenditures of \$431,085.73 for
104 the period of September 1, 2021, to September 30, 2021, was approved on a motion made by
105 Mayor Earnshaw and seconded by Councilmember Fillmore. Board Members Money, Arave,
106 Earnshaw, Lewis, Fillmore, and Millburn voted “aye.”
107

108 Mr. Miller reviewed the financial statement mentioning that things have slowed because
109 of the pool projects but that the recreation programs and doing well. Chairman Arave asked
110 when the next membership report would be, and Mr. Miller answered he would one have next
111 month. Chairman Arave asked what it currently looked like, and Mr. Miller answered that
112 numbers are down because of the pool construction and better in some memberships in 2020.
113

114 **POOL PROJECT UPDATE**
115

116 Mr. Miller reported that the project started just right after Labor Day and all the areas on
117 the roof have been replaced. Mr. Miller mentioned that adjustments were made due to the rain
118 and a few things have been delayed. Mr. Miller reported that starting the next week the Lap Pool
119 would close for work to be completed there. Mr. Miller reported that the air handlers have been
120 delayed until maybe mid-January and that staff recommends waiting to install the handlers until
121 the September 2022 closure. Mr. Miller stated that the old air handlers will be installed but that
122 air flow will still be improved, just not as great with the new handlers.
123

124 Councilmember Fillmore inquired if the installation of the old air handlers might damage
125 the newly completed work. Nathan Leavitt stated that is a concern but that there were many other
126 conditions that have been fixed. Mrs. Money asked how the replacement of the slide stairs factor
127 into this situation. Mr. Miller answered that replacement doesn’t affect this situation and that the
128 Leisure Pool is on schedule for the December 15th opening. Mrs. Money questioned what the
129 future closure would look like, and Dennis Hogan replied that the installation would take 7-8
130 weeks. Board Members discussed the timing of the closures in relation to other closures and
131 offered suggestions for other options there might be to reduce the time or alternate means of
132 staying open.
133

134 **MASTER PLAN AND FUTURE FACILITY IMPROVEMENTS UPDATE**
135

136 Mr. Miller stated that he has set up a meeting with Gilmore & Bell but not until January
137 2022 as per their suggestion. Mr. Miller reported that they said to inform them if the District
138 decides to purchase any property before that date. Chairman Arave asked when the parameter
139 resolution would be voted on. Mr. Blakesley stated that would likely be in the first quarter of the
140 year and would formally engage with Gilmore & Bell in January.
141

142 **FIRST DISCUSSION ON 2021 BUDGET; SET PUBLIC HEARING**
143

144 Mr. Miller stated that when looking at the budget estimate, you could see that the hardest
145 hit is memberships. He continued that recreation was doing great, ice was doing great, and
146 aquatics was doing great until the planned closure. He reported that ways to offset the increased
147 expenses in wages was being reviewed. Mr. Miller said that he was planning for a public hearing
148 in November on the Budget and an increase of fees. Councilmember Fillmore inquired if the cost
149 recovery timeline would allow for that, and Mr. Miller answered that he should have an idea, that
150 wasn't finalized, but have a representation of what some increases might be.

151
152 Mrs. Money asked where the drop-in admission for fitness hits the budget and Mr. Miller
153 answered that it is part of the pool admissions. Councilmember Fillmore asked where the swim
154 teams, both High Schools and Tsunami, were practicing while closed and Mr. McDonald replied
155 that the School District secured their own space and Tsunami has been going to West Valley or
156 Kearns.

157
158 Chairman Arave asked what capital expenditures are planned for next year. Mr. Miller
159 replied that payment for the air handlers is unknown but they would be paid either this year or
160 the next. Other projects that are planned are the membership entrance on the northwest exit
161 doors, upgrades to security cameras, work on the parking lot, and some recreation equipment.

162
163 ***Todd Meyers arrived at 4:37 p.m.***

164
165 Mr. Miller pointed out that the proposed Budget has a full-time Fitness Coordinator, and
166 he has decreased the program director line in half but increased the permanent employee's line.
167 Mr. Miller stated that staff is excited to see how the Ice Ribbon grows in the coming year and
168 incorporating the Legacy Baseball program. Councilmember Fillmore inquired if now having
169 paid staff organizing and running the baseball program if it is another subsidized program. Mr.
170 Miller responded that what Legacy charged is probably higher than what the District will charge
171 but fees could be set to offset the wage expenses.

172
173 Mayor Earnshaw made a motion to hold a public hearing on November 15th, 2021, at 6:00
174 p.m. and was seconded by Mrs. Money. Board Members Money, Arave, Earnshaw, Lewis,
175 Fillmore, Millburn, and Meyers voted "aye."

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177 **EXECUTIVE DIRECTOR REPORT**

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179 Not covered.

180
181 **OTHER MATTERS**

182
183 Not covered.

184
185 **NEXT SCHEDULED BOARD MEETING**

186
187 The next Board meeting will be on November 15th, 2021.

188
189 At 4:45 p.m. Mayor Earnshaw made a motion to adjourn the Board Meeting and to move into a
190 closed meeting to discuss the purchase, exchange, or lease of real property. Mayor Lewis
191 seconded the motion. Chairman Arave asked for a roll call vote. Board Members Fillmore,

192 Meyers, Lewis, Earnshaw, Arave, Money, and Millburn voted “aye.”

193

194 Attending the closed session was:

195

196 Marti Money, County Representative

197 Mayor Len Arave, North Salt Lake

198 Mayor Rick Earnshaw, Woods Cross

199 Mayor Randy Lewis, Bountiful

200 Councilmember Tami Fillmore, Centerville

201 Bret Millburn, County Representative

202 Todd Meyers, County Representative

203 Tif Miller, Executive Director

204 Jayme Blakesley, District Attorney

APPROVED