

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

3 July 19, 2021, at 3:30 p.m.

4
5 Board Members present

6
7 In Person:

8 Todd Meyers, County Representative
9 Marti Money, County Representative
10 Mayor Rick Earnshaw, Woods Cross
11 Mayor Randy Lewis, Bountiful
12 Mayor Ken Romney, West Bountiful
13

Via Zoom:

Councilmember Tami Fillmore,
Centerville

14 Others in attendance:

15 Tif Miller, Executive Director
16 Scott McDonald, Aquatics & Fitness Director
17 Mary Gadd, Office Manager
18 Cory Haddock, Ice & Recreation Director
19 Wendy Jones, Fitness Program Coordinator
20 Kathleen Steadman, Aquatic Operation Manager
21 Tammy Bernstein, Customer Service Manager
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Jayme Blakesley, District Attorney
Tyson Beck, District Clerk
Haley Turner, Recreation Specialist
Ron Mortensen, Bountiful Resident
Chase Ward, Imber Services
Chris Larson, Imber Services
Bruce Zollinger, CBRE

23 *** agenda items were taken out of order*
24

25 **WELCOME**

26
27 Vice Chair Meyers opened the meeting at 3:30 p.m. and excused Board Chair Arave.
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29 **CITIZEN MATTERS**

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31 None.
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33 **APPROVAL OF MINUTES FOR JUNE 21, 2021 MEETING**

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35 Minutes of the Administrative Control Board Meeting held on June 21, 2021, was
36 approved on a motion made by Mayor Earnshaw, and seconded by Mayor Lewis. Board
37 Members Meyers, Money, Earnshaw, Lewis, Romney, and Fillmore voted "aye."
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39 **REVIEW & APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**
40 **FOR JUNE 2021**

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42 Total expenditures of \$474,580.75 for the period of June 1, 2021, to June 30, 2021, was
43 approved on a motion made by Mayor Romney and seconded by Mrs. Money. Board Members
44 Meyers, Money, Earnshaw, Lewis, Romney, and Fillmore voted "aye."
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46 Mr. Miller reported that while the \$100,000 loan repayment from Centerville doesn't
47 show as revenue it has been received. Mr. Miller mentioned that June was a great month for

48 membership sales.

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50 **COST RECOVERY PROGRAM COHORT AND APPROVAL; SOLE SOURCE**
51 **PROVIDER**

52

53 Mr. Miller reported that there is an opportunity to assist the District in comparing fees
54 and expenses. This same program is being participated in by two similar entities, Kearns Oquirrh
55 Park and Cottonwood Heights. Mr. Miller reported that this program will determine the cost
56 recovery for a facility or program. Mr. Miller mentioned that because of the nature of the
57 program, where it brings together similar entities, that it should be consider a sole source
58 provider. Mr. Miller reported that the total cost for the program would be \$6,995, which is a one-
59 time cost and that the program is expected to take 3 months to complete. The price includes
60 access to date for 9 months and extensions can be purchased later, if needed.

61

62 Mrs. Money inquired what result is expected from participating. Mr. Miller answered that
63 the gap between expenses and revenues has been increasing and that going through this program
64 should narrow that gap or keep it from growing. Mrs. Money asked if this was the best time to do
65 this because of the circumstances. Mr. Miller replied that the opportunity may not be there at
66 another time. Councilmember Fillmore and Mayor Earnshaw mentioned that finding the tipping
67 point of raising fees would be valuable information.

68

69 Mayor Romney made a motion to approve participating in the Cost Recovery Program
70 Cohort. Councilmember Fillmore seconded the motion. Board Members Meyers, Money,
71 Earnshaw, Lewis, Romney, and Fillmore voted “aye.”

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73 **ADAPTIVE PROGRAMMING DISCUSSION AND PRESENTATION BY IMBER**
74 **SERVICES**

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76 Mr. Miller introduced Chase Ward and Chris Larson with Imber Services. Mr. Ward
77 explained that Imber Services offers and assists in providing services that get adult individuals
78 with special needs out into the community. Mr. Ward offered that Imber Services is willing to
79 provide help in securing grant funding and providing staff to teach and run programs, so there is
80 minimal cost to the District.

81

82 Mr. Miller is hopeful that the District could get something offered in the fall. Mr. Meyers
83 asked what programs they are wanting to start up in the first 6 months. Mr. Ward answered adult
84 sports (basketball, soccer, football), cooking, and movement fitness classes. Mr. Miller added
85 that he is looking at special membership pricing for those with adaptive needs.

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87 **GENERAL DISCUSSION ON MEMBERSHIP AND PROGRAM COSTS AND WAGES**

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89 Mr. Miller notified the Board that staff wages is probably going to need to increase due to
90 private industry increasing their starting wage. Board Members and Mr. Miller discussed
91 positions, the wages and if they were experiencing the shortages. Mr. Miller reported that he
92 would have wage proposals in the next few months.

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94 **NEW LEISURE POOL TOY PURCHASE DISCUSSION: APPROVAL OF**
95 **RESOLUTION AND APPROVAL TO PURCHASE**

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Mr. Miller stated the Procurement Policy allows for co-operative purchasing opportunities and that he would like to see the District be a part of two agencies for the purchase of the pool toy. Mr. Miller explained that they have park & water park equipment grouped together but the toy he was looking at is through Waterplay for \$320,000, installation is approximately \$20,000, and still under the \$400,000 budgeted amount. Mr. Miller wanted to gain Board approval of this process today because of the changes in the supply and demand that might delay re-opening the leisure pool.

Mayor Romney asked if Mr. Blakesly had reviewed the documents. Mr. Blakesly noted that the contracts have provisions that are generic and apply to any state, he has asked questions of Mr. Miller about the companies, and he understands that other agencies are utilizing this same method.

Mayor Romney made a motion to approve entering the Sourcewell agreement and the HGACBuy interlocal contract for cooperative purchasing. Mayor Lewis seconded the motion. Board Members Meyers, Money, Earnshaw, Lewis, Romney, and Fillmore voted “aye.”

MASTER PLAN AND COMMUNITY COMMITTEE MEETING UPDATE

Mr. Miller informed the Board about an open house on July 21st at North Salt Lake City Hall to engage the community in the process of bonding. Mr. Miller stated that the community committee has met about half a dozen times and has received great feedback and he has started exploring quotes from marketing firms for the bond process. Mr. Miller informed the Board that the deadline for being included on the ballot is August 17th and the Board would need to approve being on the ballot.

Mrs. Money mentioned that feedback that has been received indicates that proposed courts and fields spaces are inadequate. Mrs. Money suggested that staff discuss and review with VCBO the projected growth to programs and the proposed facilities. Board Members talked about the current facility design process, the scope of what Bountiful City has given and their willingness towards any future gifts, and the benefits that cities receive when projects of this magnitude build within their boundaries.

MEMBERSHIP REPORT

Mr. Miller reported that memberships are still slowly increasing, annuals more so than the EFT's, but the trend is going up.

EXECUTIVE DIRECTOR REPORT

Mr. Miller reported on the following:

- Tsunami sent 20 individuals to compete in Long Course State Swimming Championships
- Movie night is August 14th at Bountiful Town Square
- Master Plan Open House is scheduled for August 4th at Centerville City Hall

143 **OTHER MATTERS**

144

145 None.

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147 **NEXT SCHEDULED BOARD MEETING**

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149 The next Board meeting will be on August 16th, 2021.

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151 At 4:45 p.m. Mayor Romney made a motion to adjourn the Board Meeting and to move
152 into a closed meeting to discuss the purchase, exchange, or lease of real property. Mayor Lewis
153 seconded the motion. Board Members Meyers, Money, Earnshaw, Lewis, Romney, and Fillmore
154 voted “aye.”

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156 Attending the closed session was:

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158 Todd Meyers, County Representative
159 Councilmember Tami Fillmore, Centerville (via Zoom)
160 Marti Money, County Representative
161 Mayor Rick Earnshaw, Woods Cross
162 Mayor Randy Lewis, Bountiful
163 Mayor Ken Romney, West Bountiful
164 Tif Miller, Executive Director
165 Jayme Blakesly, District Attorney (via Zoom)
166 Bruce Zollinger, CBRE

APPROVED