

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

3 June 21, 2021, at 3:30 p.m.

4  
5 **Board Members present:**

6  
7 **In Person**

8 Todd Meyers, County Representative  
9 Mayor Rick Earnshaw, Woods Cross  
10 Marti Money, County Representative  
11 Mayor Randy Lewis, Bountiful  
12 Mayor Ken Romney, West Bountiful  
13 Mayor Len Arave, North Salt Lake *\*\*arrived at 3:36 p.m.*  
14 Councilmember Tami Fillmore *\*\*arrived at 3:49 p.m.*

7 **Via Zoom**

Councilmember Tami Fillmore, Centerville  
Bret Millburn, County Representative

15  
16 **Others in attendance:**

17  
18 Tif Miller, Executive Director  
19 Scott McDonald, Aquatics & Fitness Director  
20 Mary Gadd, Office Manager  
21 Tom Lund, Maintenance Supervisor  
22 Cory Haddock, Ice & Recreation Director  
23 Wendy Jones, Fitness Program Coordinator  
24 Tammy Bernstein, Customer Service Manager

Jayme Blakesley, District Attorney  
Tyson Beck, District Clerk  
Galen Rasmussen, District Treasurer  
Haley Turner, Recreation Specialist  
Ron Mortensen, Bountiful Resident  
Ted Woolley

25  
26 **WELCOME**

27  
28 Vice Chair Meyers opened the meeting at 3:01 p.m.

29  
30 **CITIZEN MATTERS**

31  
32 None.

33  
34 **APPROVAL OF MINUTES FOR MAY 17<sup>TH</sup>, 2021 AND MAY 24<sup>TH</sup>, 2021 MEETINGS**

35  
36 Vice Chair Meyers abstained from approving minutes as he was absent from the May  
37 17<sup>th</sup>, 2021, meeting.

38  
39 Minutes of the Administrative Control Board Meeting held on May 17, 2021, and May  
40 24, 2021, was approved on a motion made by Mayor Lewis, and seconded by Mayor Romney.  
41 Board Members Earnshaw, Money, Lewis, Romney, Fillmore, and Millburn voted "aye."

42  
43 **REVIEW & APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**  
44 **FOR MAY 2021**

45  
46 Mrs. Money asked about the credit card purchases for Spotify that are labeled as  
47 fraudulent. Mr. Miller explained that three District cards were compromised and were

48 fraudulently charged fees. He explained that a credit was being issued to the District for those  
49 charges.

50  
51 Total expenditures of \$309,967.34 for the period of May 1, 2021, to May 31, 2021, was  
52 approved on a motion made by Mayor Earnshaw and seconded by Mayor Romney. Board  
53 Members Meyers, Earnshaw, Money, Lewis, Romney, Fillmore, and Millburn voted “aye.”  
54

55 **DISCUSSION AND RESOLUTION TO APPROVE 2021 PROPERTY TAX RATES AND**  
56 **REVENUE AMOUNTS**

57  
58 Mr. Beck reminded Board Members that the County had been over collecting and  
59 remitting property taxes on the District’s debt service levy. With six years left on the bond, the  
60 Board approved last year to incrementally reduce taxes collected to equal debt service payments  
61 by the final payment. Mr. Beck recommended again to reduce the property tax levy for the year  
62 2021.

63  
64 *\*\*Chairman Arave arrived at 3:36 p.m.\*\**  
65

66 Mayor Earnshaw asked if any over collected funds would go back to the taxpayers. Mr.  
67 Beck stated that the District is asking the County to collect less from taxpayers, thus remitting  
68 less to the District, since funds have already been collected from taxpayers. Chairman Arave  
69 asked if another option would be to keep the tax rate as is and pay the bond off earlier and the  
70 final payment could be paid from cash. Mr. Beck stated that he is unaware if the bond documents  
71 allow the bond to be paid early.

72  
73 Chairman Arave stated that he prefers to leave the tax rate where it is. Mayor Earnshaw  
74 asked why the Board should not take this approach. Mr. Beck stated his concerns are that the  
75 current residents being taxed now for services could possibly not be the same residents when the  
76 tax no longer needs to be collected. Chairman Arave said that if the District goes out to bond  
77 again that this could no longer be a problem. Mr. Beck stated that funds collected must be spent  
78 on this specific bond only, it could not be rolled over into a new bond.

79  
80 *\*\*Councilmember Fillmore arrived at 3:49 p.m.\*\**  
81

82 Chairman Arave postponed a vote until later in the meeting, after research into the  
83 original bond documents could be done.

84  
85 **BOUNTIFUL CITY INTERLOCAL AGREEMENT DISCUSSION AND APPROVE**  
86 **RESOLUTION**

87  
88 Mr. Miller reported to the Board that the quotes he received in 2019 for services didn’t  
89 include all duties that those in Bountiful City are performing. An example was payroll was bid  
90 out but it didn’t include human resources. Mr. Miller also noted that a software purchase for  
91 accounting and an IT network were not included in the 2019 quote. Mr. Miller reviewed that  
92 over the past three years that the District has on average issued 1,741 check to 680 vendors,  
93 7,878 direct deposits or physical checks for employees and HR set up or adjusted 200 employees  
94 each year.  
95

96 Mr. Miller summarized that to hire staff to perform these job duties would be  
97 approximately \$209,418 including benefits. Mr. Miller reported that he did look into what the  
98 Fire District pays their CFO but he would recommend that the District utilize the services  
99 detailed by Bountiful City for the time being.

100  
101 Chairman Arave explained that the Fire District used to contract out their accounting and  
102 did so for several years. Then they hired an accounting person, and he believes it runs better with  
103 the dedicated person. Mayor Lewis asked if there have ever been communication problems with  
104 Bountiful staff and Mr. Miller answered no.

105  
106 Mayor Earnshaw made a motion to approve Resolution 2021-1 approving an interlocal  
107 cooperation agreement for Bountiful City services. Mr. Meyers seconded the motion. Chairman  
108 Arave called for a roll call vote and Board Members Meyers, Earnshaw, Money, Fillmore,  
109 Romney, Lewis, Arave, and Millburn voted “aye.”

### 110 111 **MASTER PLAN AND COMMUNITY COMMITTEE MEETING UPDATE**

112  
113 Mr. Miller reported that he has presented the master plan to 4 of the 5 City Councils. Mr.  
114 Miller also stated that meetings have been held with community members and plans are being  
115 finalized for holding outreach events in July.

### 116 117 **FITNESS EQUIPMENT MEMO**

118  
119 Mr. McDonald reviewed the memorandum on replacing some of the cardiovascular  
120 exercise equipment. Mrs. Money inquired why the cycle bikes provided in public spaces are  
121 different from the class cycle bikes. Mr. McDonald replied with this purchase agreement that  
122 they will be the same bikes.

123  
124 Mr. McDonald stated that all equipment is under budget at \$124,544.40 and that  
125 accepting the trade-in value would reduce the total to \$115,251.40.

126  
127 Mayor Lewis made a motion to approve the purchase of the equipment from the State  
128 contract vendor, Advanced Exercise. Mayor Earnshaw seconded the motion. Chairman Arave  
129 called for a roll call vote and Board Members Meyers, Earnshaw, Money, Fillmore, Romney,  
130 Lewis, Arave, and Millburn voted “aye.”

### 131 132 **FULL-TIME POSITIONS DISCUSSION**

133  
134 Mr. Miller mentioned that in the past he has expressed making the fitness coordinator  
135 position a full-time position and reminded that the full-time swim coach recently left. Mr. Miller  
136 reported that because there have been 3 full-time positions in the year with vacancies for a  
137 period, that the District has saved about \$34,062 in wages and benefits. Because of that savings  
138 both positions could be hired as full-time, with the fitness coordinator not starting until August,  
139 and there would be no changes needed to the Budget. Mr. Miller explained that having the fitness  
140 position as a full-time person that time could be spent on enhancing current programs and adding  
141 additional programming.

142  
143 Mr. Meyers asked what was the last full-time position that was added, and Mr. Miller

144 replied that it was the Special Events & Race Coordinator. Mrs. Money asked if there were  
145 known goals to reach before the end of the year. Mr. Miller stated that more can be added but  
146 going into the period with the pool being closed that the goal would be to help members stay  
147 during that period with new programs and offerings. Chairman Arave asked if the District is  
148 competitive with other gyms. Mr. Miller said that other gyms are pricing just for fitness and  
149 usually just an individual and the District has many other opportunities included in a membership  
150 that a whole family can use.

151

152 Councilmember Fillmore would like to discuss the continual increase in cost of  
153 operations and Mr. Miller replied that more information on that can be provided later. Mayor  
154 Romney cautioned to not compete with private business and stated he would also like to know  
155 that a program's cost covers the program's expense. Mr. Meyers suggested that with the pool  
156 closing if the staff there could be utilized to run any additional programming. Mayor Lewis  
157 added that he could see how having additional offerings and programs, during the time of the  
158 pool closure, could create new business and that it is not necessarily a bad time to add another  
159 employee.

160

161 Mrs. Money suggested that because aquatics is a backbone of the community that she  
162 encourages that a swim coach be hired soon to reassure those in aquatics that there is a clear  
163 trajectory. Mr. McDonald reported that he has spoken to all the team coaches and have received  
164 their commitments to stay with the team.

165

166 **\*CONTINUANCE OF DISCUSSION AND RESOLUTION TO APPROVE 2021**  
167 **PROPERTY TAX RATES AND REVENUE AMOUNTS**

168

169 Mr. Blakesly reported that the bonds cannot be renewed prior to 2023 but could be after  
170 that. The question to put to bond counsel is whether the language could be interpreted to allow  
171 for an early redemption.

172

173 Mayor Romney made a motion to maintain the current property tax rate. Mr. Meyers  
174 seconded the motion. Mr. Millburn asked if there is a plan for the extra funds received if the rate  
175 is not reduced. Chairman Arave said the money would just go into the general fund until it is  
176 moved. Mr. Blakesly counseled to not reduce the tax rate because if a decision keeps it at the  
177 increased payment schedule a year from now, that the truth in taxation process would have to be  
178 done. Mayor Romney clarified that the premise of his motion is based on the early payment  
179 option is investigated and possibly reducing the rate next year if that is not an option.

180

181 Chairman Arave asked for a roll call vote on to approve Resolution 2021-3, but with the  
182 current tax rate, for the purpose of levying taxes for the year 2021. Board Members Meyers,  
183 Earnshaw, Money, Fillmore, Romney, Lewis, Arave, and Millburn voted "aye."

184

185 **MEMBERSHIP REPORT**

186

187 Mr. Miller reported that memberships are slowly increasing, and that June has sold more  
188 memberships than any other month this year. Mr. Meyers asked how the usage in June compares  
189 to two years ago. Mr. Miller stated that attendance does seem a little behind still, but that revenue  
190 shows people are purchasing.

191

192 **EXECUTIVE DIRECTOR REPORT**

193

194 Mr. Miller introduce Tammy Bernstein as the new Customer Service Manager for the  
195 District. Mr. Meyers asked about the water polo tournament that occurred the last weekend. Mr.  
196 Miller and Mr. McDonald answered that it was future collegiate players that typically is held in  
197 California but operating guidelines here in Utah were more conducive. Mr. Miller updated the  
198 Board on what the School District can offer the District regarding a new swimming pool.

199

200 **OTHER MATTERS**

201

202 Councilmember Fillmore suggested that the pandemic brought forth some benefits that  
203 she would like to continue, such as Zoom attendance. She suggested that CARES funding can be  
204 used, as Centerville did, to do technical upgrades to make for a better hybrid experience for  
205 Board meetings.

206

207 **NEXT SCHEDULED BOARD MEETING**

208

209 The next Board meeting will be on July 19<sup>th</sup>, 2021.

210

211 Meeting adjourned at 4:59 p.m. on a motion made by Mayor Romney.

APPROVED