

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

3 August 12th, 2024, at 5:30 p.m.
4

5 Board Members present:

6 John Norman, Board Appointed Representative
7 Councilmember Dell Butterfield, West Bountiful City
8 Councilmember Spencer Summerhays, Centerville City
9 Mayor Brian Horrocks, North Salt Lake City
10 Brett Steadman, Board Appointed Representative
11 Mayor Ryan Westergard, Woods Cross City **arrived at 5:33 p.m.*
12 Councilmember Kate Bradshaw, Bountiful City **arrived at 6:06 p.m.*
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14 Staff In Attendance:

15 Tif Miller, Executive Director
16 Tyson Beck, District Clerk
17 Cory Haddock, Ice & Recreation Director
18 Kathleen Steadman, Aquatic Operations Manager
19 Jayme Blakesley, District Attorney
20 Mary Gadd, Office Manager
21 Tom Lund, Maintenance Supervisor

22 Others in attendance:

23 Mark Glissmeyer (SDRC Employee)
24

25 **WELCOME**

26 Chairman Horrocks opened the meeting at 5:30 p.m.
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28 **CITIZEN MATTERS**

29 None.
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31 **RECOGNITION OF AUGUST 2024 EMPLOYEES OF THE MONTH**

32 Mr. Miller recognized Mark Glissmeyer as the part-time employee of the month.
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34 **APPROVAL OF JULY 8TH, 2024 BOARD MEETING MINUTES**

35 Minutes of the Administrative Control Board Meeting held on August 8, 2024, was approved
36 on a motion made by Councilmember Summerhays, and was seconded by Councilmember
37 Butterfield. Board Members Norman, Butterfield, Summerhays, Horrocks, and Steadman voted
38 "aye."
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40 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**
41 **FOR JULY 2024**

42 Total expenditures of \$499,038.52 for the period of July 1, 2024, to July 31, 2024, were
43 approved on a motion made by Councilmember Butterfield, and seconded by Mayor Westergard.
44 Chairman Horrocks asked for a roll call vote. Board Members Summerhays, Norman, Horrocks,
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48 Butterfield, Westergard, and Steadman voted “aye.” Councilmember Bradshaw was not present.
49 There were no “nays.”

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51 **EXECUTIVE DIRECTOR REPORT**

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53 Mr. Miller reported on the following items:

- 54 • Facility moves to different hours on 8/15
- 55 • Reviewing and adjusting the ice rentals to increase revenue
- 56 • URPA management workshop that focused on programming and tracking metrics
- 57 • Completed meeting with all cities and county commission, will repeat in the fall
- 58 • Woods Cross City Day – free entry to residents of the city 8/29
- 59 • Met with Davis School District regarding future expansion
- 60 • Dr. Nedley and Sky Breath classes are going well
- 61 • Utah Figure Skating Club hosted Copper Cup the prior week
- 62 • Labor Day Triathlon on 9/2
- 63 • Pool maintenance closure from 9/3-9/15
- 64 • Racquetball & Fitness rooms closed from 8/14-8/19 for floor refinishing
- 65 • Movie in Bountiful Town Square on 8/17
- 66 • Dogapoolooza on 9/14

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68 **DISCUSSION ON 2025 BUDGET**

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70 Mr. Miller explained that he is currently in the process of meeting with everybody but an
71 estimate for 2024 has been reviewed by staff. He explained that the 6-month estimate will change
72 with how the rest of the year progresses.

73
74 ***Councilmember Kate Bradshaw arrived at 6:06 p.m.***

75
76 Mr. Miller reviewed the department summary section of the budget that combines all the
77 individual budget codes for the projected revenues and expenditures into an overlook of the whole
78 department. After answering a few questions, Mr. Miller added that in the next meeting a complete
79 2025 budget for review.

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81 **DISCUSSION ON MISSION, VISION, CORE VALUES**

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83 Mr. Miller presented an updated document for the review of the Board and they provided
84 feedback. Mr. Miller will make some adjustments and will report back in another meeting.

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86 **SPONSORSHIP PACKAGE DISCUSSION**

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88 Mr. Miller reported that the proposed sponsor packages came from reviewing similar entities,
89 who mostly focused on events, but he added possibilities for programs and specific areas of the
90 facility. Mr. Blakesley recommended that a policy be approved on what entities would be allowed in
91 the facility and he would work on a draft.

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93 Councilmember Butterfield asked if a staff member would be negotiating these packages, and
94 Mr. Miller replied that it would be several employees and not any specific person.

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MEMBERSHIP REPORT

Mr. Miller reported that in reviewing the numbers that more annual passes are being sold currently than an EFT membership. Mr. Miller noted that insurance memberships have seen a higher number over the course of the last few months compared to 2023.

ADJOURNMENT

Next board meeting will be held September 9, 2024.

At 6:51 p.m. Mayor Westergard made a motion to adjourn the meeting. Councilmember Summerhays seconded the motion.

