

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

3 February 14, 2022, at 3:30 p.m.
4

5 Board Members present in person:

6 Rick Earnshaw, County Representative
7 Todd Meyers, County Representative
8 Mayor Ryan Westergard, Woods Cross
9 Mayor Ken Romney, West Bountiful
10 Marti Money, County Representative **arrived at 3:40 p.m.*
11

12 Board Members present on Zoom:

13 Mayor Brian Horrocks, North Salt Lake
14 Marti Money, County Representative
15

16 Others in attendance:

17 Tif Miller, Executive Director	Jayme Blakesly, District Attorney
18 Tyson Beck, District Clerk	Mary Gadd, Office Manager
19 Cory Haddock, Ice & Recreation Director	Wendy Jones, Fitness Manager
20 Whitney Ward, VCBO	Cynthia Ong, Bountiful Resident

21

22 **WELCOME**

23
24 Chairman Meyers opened the meeting at 3:34 p.m.
25

26 **CITIZEN MATTERS**

27
28 None.
29

30 **APPROVAL OF MINUTES FOR JANUARY 24TH, 2022 & JANUARY 31ST, 2022 MEETINGS**

31
32 Minutes of the Administrative Control Board Meeting held on January 24, 2022, was
33 approved on a motion made by Mr. Earnshaw, and seconded by Mayor Romney. Board Members
34 Earnshaw, Meyers, Westergard, Romney, Money and Horrocks voted “aye.”
35

36 Minutes of the Administrative Control Board Meeting held on January 31st, 2022, was
37 approved on a motion made by Mayor Romney, and seconded by Mr. Earnshaw. Board Members
38 Earnshaw, Meyers, Westergard, Romney, Money and Horrocks voted “aye.”
39

40 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**
41 **FOR JANUARY 2022**

42
43 Mr. Miller noted the following expenses- \$1,202,650.00 annual bond payment, \$25,980.50 to
44 Confluence Commercial Pool Equipment for the starting blocks, \$150,074.00 to Olympus Insurance
45 Agency for the District insurance, \$25,300.00 to The Slide Experts for refinishing the stairs leading
46 up to the slide.
47

48 Mrs. Money expressed her disappointed with the finishing work on the stairs and asked if
49 there were extenuating circumstances that led to that outcome. Mr. Miller stated that staff will discuss
50 with the contractor about performing some touch ups or having District staff complete the work.
51

52 Total expenditures of \$1,825,200.53 for the period of January 1, 2022, to January 31, 2022,
53 was approved on a motion made by Mr. Earnshaw and seconded by Mayor Westergard. Board
54 Members Earnshaw, Meyers, Westergard, Romney, and Horrocks voted “aye.”
55

56 Mr. Earnshaw inquired how the attendance, and if the higher temperature has affected the
57 attendance, was for the Ice Ribbon. Mr. Miller replied that the higher temperatures are not great for
58 the ribbon, but that staff is shading the areas that the sun hits the most.
59

60 *Mrs. Marti Money arrived at 3:40 p.m.*
61

62 **UPDATE ON MASTER PLAN AND PROPOSED BONDING PROCESS**

63
64 Mr. Miller reported that he reached out to Gilmore Bell and reported that most of the payment
65 wouldn't occur until a bond is approved. Mr. Miller also reported that he discussed with the Davis
66 School District their involvement and they are still on board. He continued that he has asked VCBO
67 to review the numbers for the costs involved with the second facility with the increasing cost of
68 materials and shipping delays.
69

70 Mr. Earnshaw asked if an agreement with Bountiful City had occurred for expanding into the
71 park. Mr. Miller reported that no agreement has been reached. Chairman Meyers asked what would
72 need to be done to create a calendar or timeline of being ready for the bond. Mr. Miller stated that the
73 next step would be to reconvene the community group for feedback.
74

75 Mr. Blakesley stated that the difference between marketing and providing information can be
76 touchy and to be careful with resources being used that could be viewed as advocacy. Mr. Earnshaw
77 noted that marketing for the current facility was turned over to the club funded swim team and
78 inquired if an in-house team like Tsunami would be okay to use for marketing. Mr. Blakesley
79 answered that a parent club group would be okay, so long as they use their own resources. Mr.
80 Blakesley added that elected officials can be advocates versus employees or appointees that serve the
81 District.
82

83 **SETTING DISTRICT GOALS**

84
85 Chairman Meyers opened the floor for discussion and thoughts on this topic and on facility
86 cleaning. Chairman Meyers started with that he believes that staff and the Board should create goals
87 around the end of the year and that will allow for performance evaluations and assist in budgeting for
88 programs.
89

90 Mr. Earnshaw stated that the addition of the full-time fitness employee does have a 6-month
91 review and agreed with creating goals. Mrs. Money added that it should be performed for every
92 position and not just that one and added that Mr. Millers contract gives stipulations of what
93 constitutes a review. Mrs. Money added that perhaps the Board consult someone in a human
94 resources role for guidance.
95

96 Chairman Meyers asked that Mr. Miller work the District's contracted service for payroll and
97 update the staff's current evaluation program if needed and to report back with any goals for the
98 District and the new fitness position.
99

100 **DISCUSSION ON SDRC FACILITY CLEANING**

101
102 Chairman Meyers stated that during the budgeting process there was a lot of talk about
103 increasing membership numbers and he believes that a dirty facility can hurt the chance of increasing
104 sales. Chairman Meyers suggested that perhaps a member work with Mr. Miller over the next month
105 addressing some issues and gave examples such as the cold-water issue and sand at the bottom of the
106 pool.
107

108 Mr. Miller stated that the cost of an additional pool vacuum is estimated to be \$10,000 but
109 stated that the pool is heavily used and having available staff and time to run the vacuum has proven
110 to be difficult.
111

112 Mrs. Money mentioned that upon utilizing the facility that she has noticed the tile in the
113 locker rooms is dirty, especially along the floor edges that the contracting cleaning crew is not
114 addressing. Mr. Miller recalled the last RFP process received quotes ranging from \$9,000-\$16,000 a
115 month and added that with the increase cost of supplies, shipping, and staffing, that quotes are likely
116 to be higher. Mayor Horrocks added that at times it is easier to motivate the company you already
117 have than to go with another company. Mr. Miller added that staff meets with the owner of the
118 company each week and he has stated that they are experiencing high staffing turnover as well.
119

120 **MEMBERSHIP REPORT**

121
122 Mr. Miller reported that sales are increasing, with annual passes currently doing better than
123 EFT passes, but that January sales are still not as high as 2020 but they have increased significantly
124 from 2021. Mr. Miller projected that February sales look to be a bit behind 2020. Mr. Miller reported
125 that there are 6,511 active memberships. Mr. Miller reported that data shows that there is more paid
126 admissions during the weekends than membership visits, and weekday data shows there is more
127 membership visits than paid admissions.
128

129 **EXECUTIVE DIRECTOR REPORT**

130
131 Mr. Miller reported on the following items:
132

- 133 • March 2-5 – Age Group State Championship Swim Meet
- 134 • March 23-27 – Iron Cup Hockey Tournament where there will be no public skating
- 135 • March 18th – Parents Empowered event, installation of art will take place earlier
- 136 • Ice Ribbon is likely to close in the beginning of March
- 137 • Customer Service Manager application window will close on 2/16/22

138 139 **NEXT SCHEDULED BOARD MEETING**

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141 The next Board meeting will be on March 21, 2022.
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143 **OTHER MATTERS**

144
145 None

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147 **CLOSED SESSION**

148
149 At 4:38 p.m. Mayor Romney made a motion to adjourn the Board Meeting and to move into a
150 closed meeting to discuss the purchase, exchange, or lease of real property. Mrs. Money seconded the
151 motion. Board Members Earnshaw, Meyers, Westergard, Romney, Money and Horrocks voted “aye.”

152
153 Attending the closed session was:

154
155 Marti Money, County Representative
156 Todd Meyers, County Representative
157 Mayor Ryan Westergard, Woods Cross
158 Rick Earnshaw, County Representative

Mayor Ken Romney, West Bountiful
Mayor Brian Horrocks, North Salt Lake
Jayme Blakesley, District Attorney
Tif Miller, Executive Director

APPROVED