

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

August 19, 2019 at 4:00 p.m.
At the Recreation Center

Attendance: **Board Members**

Marti Money, Davis County Representative
Mayor Rick Earnshaw, Woods Cross
Mayor Ken Romney, West Bountiful
Bret Millburn, Davis County Representative
Councilmember Tami Fillmore, Centerville

Others:

Todd Godfrey, Hayes, Godfrey & Bell Attorney
Tif Miller, Executive Director
Scott McDonald, Aquatics & Fitness Director
Lizie Allen, Aquatics Program Manager
Cory Haddock, Recreation & Ice Director
Heidi Kearsley, Customer Service Manager
Mary Gadd, Office Manager
Haley Turner, Recreation Specialist
Tom Lund, Maintenance Supervisor
Kathleen Steadman, Aquatics Operations Manager
Tyson Beck, Board Clerk
Galen Rasmussen, Board Treasurer
Whitney Ward, VCBO Architecture
Nathan Leavitt, VCBO Architecture
Brent Tippetts, VCBO Architecture
Todd Meyers, Centerville Resident

WELCOME

Board Chairman Romney opened the meeting at 4:00 p.m.

CITIZEN MATTERS

None.

APPROVAL OF MINUTES FOR JUNE 17TH, 2019

Minutes of the Administrative Control Board meeting held on June 17, 2019, was approved on a motion made by Mayor Earnshaw and was seconded by Mrs. Money. Board Members Money, Earnshaw, Romney, Millburn and Fillmore voted "aye."

**REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT
REVIEW FOR JUNE 2019 AND JULY 2019**

Mr. Miller reminded the Board that there was both June and July expenditures and financial statements. Mr. Miller mentioned that the semi-annual interest payment on the outstanding bond occurs in July. Mrs. Money inquired about a formal agreement with James

Keddington for District marketing services. Mr. Miller replied that a contract is being worked on. Mrs. Money inquired about the expenses to Hartford-Priority Accounts and the two payments labeled for June 2019 premiums. Mr. Miller said he would like into why it is split and report back.

Total expenditures of \$335,128.68 for the period of June 1, 2019 to June 30, 2019 and total expenditures of \$682,025.43 for the period of July 1, 2019 to July 31, 2019 was approved on a motion made by Mayor Earnshaw and was seconded by Mrs. Money. Board Members Money, Earnshaw, Romney, Millburn and Fillmore voted "aye."

MASTER PLAN STEERING COMMITTEE MEETING UPDATE

Whitney Ward reported to the Board that after the last meeting that the committee is suggesting going back out with a more in-depth, District wide community survey. Through the process the committee has determined that not only are there improvements for maintenance to be made in the current facility but also opportunities for space improvements at the current facility. Due to the limitations on the size of the current site and the parking availability that the committee is looking at a satellite facility on the west side of I-15 because of recent and projected growth in the District. By returning to the community the committee can gauge the support before investments are made in land and facilities.

Nathan Leavitt updated the Board on the needed repairs on the existing facilities; repairing water leaks in the spa, replacing tiles and lights in the competition pool, re-staining the exterior block of the building, patching the wear on the running track and looking at the end of life on the pool air handling systems.

Board Members discussed several building and budgeting concerns during the construction of the facility.

Mrs. Ward mentioned that the previous survey did give the Committee some good feedback but was from primarily the facility users and suggested getting community support to prioritize the improvements. Councilmember Fillmore and Mr. Millburn wanted to know if a public-private partnership was an avenue that the committee was exploring. Mrs. Ward answered that they can identify a range of opportunities and the Board can then decide which, if any, to implement.

RESOLUTION TO APPROVE BOUNTIFUL CITY INTERLOCAL SERVICE AGREEMENT

Mr. Miller reported the agreement is updated to fit the District current needs and would be honored through June of 2020. Mr. Miller reported that he reached out to a financial firm, a payroll/human resources company and an IT company. The figures that were returned from the financial firm, which didn't cover all the services offered by Bountiful City, would cost around \$118,000 annually. Figures from the IT firm were \$22,000 annually and didn't include the phones.

Resolution No. 2019-3, adopting an interlocal cooperation agreement between South Davis Recreation District for Bountiful City Services Provided to the District, was approved on a motion made by Commissioner Millburn and seconded by Mayor Earnshaw. Chairman Romney asked for a roll call vote. Board Members Money, Earnshaw, Romney, Millburn and Fillmore

voted “aye.”

EXECUTIVE DIRECTOR REPORT

Mr. Miller reported that the District has received the first repayment of Centerville City’s ball field loan.

Mr. Miller reported that the facilities admittances are up 12,000 since September 2018 and contributed it to the facility being busier and front desk staff enforcing members to bring their membership cards.

Mr. Miller reported the piping for the ice ribbon is being put in. Copper Cup Figure Skating Competition was held just last weekend.

Councilmember Fillmore asked about the attendance at the movies over the summer. District Staff answered approximately 60 people attended the August movie but that weather was not ideal.

FACILITY EVENTS

No remarks.

OTHER MATTERS

Mr. Miller pointed out that the membership report might look like the total membership count is down 740 from last year but staff audited the senior walking passes and corrected any of them that were expiring years into the future.

NEXT BOARD MEETING

Next Board meeting will be September 16, 2019.

Meeting adjourned at 5:03 p.m. on a motion made by Councilmember Fillmore and was seconded by Mayor Earnshaw.