

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

3 August 22, 2022, at 3:00 p.m.

4
5 Board Members present in person:

6 Todd Meyers, County Representative

7 Marti Money, County Representative

8 Councilmember Spencer Summerhays, Centerville City **arrived at 3:05 p.m.*

9
10 Board Members present on Zoom:

11 Mayor Brian Horrocks, North Salt Lake

12 Councilmember Kate Bradshaw, Bountiful City **arrived in person at 3:18 p.m.*

13 Mayor Ryan Westergard, Woods Cross

14
15 Others in attendance:

16 Tif Miller, Executive Director

Jayne Blakesly, District Attorney

17 Tyson Beck, District Clerk

Mary Gadd, Office Manager

18 Galen Rasmussen, District Treasurer

Tom Lund, Maintenance Manager

19 Kaylie Glissmeyer, Customer Service Manager

Cory Haddock, Ice & Recreation Director

20 Scott McDonald, Aquatics & Fitness Director

Ron Mortensen, Bountiful Resident

21 Cynthia Ong, Bountiful Resident

22
23 **WELCOME**

24
25 Chairman Meyers opened the meeting at 3:02 p.m. and excused Mayor Ken Romney.

26
27 **CITIZEN MATTERS**

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29 None.

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31 **APPROVAL OF MINUTES FOR JULY 18TH, 2022 MEETING**

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33 Minutes of the Administrative Control Board Meeting held on July 18th, 2022, was approved
34 on a motion made by Mrs. Money, and seconded by Councilmember Bradshaw. Board Members
35 Meyers, Money, Horrocks, Bradshaw, and Westergard voted “aye.”

36
37 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**
38 **FOR JULY 2022**

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40 Tyson Beck highlighted the U.S. Bank expenditure, in the amount of \$101,050.00, as the
41 semi-annual interest payment on the outstanding bond.

42
43 Total expenditures of \$600,455.96 for the period of July 1, 2022, to July 31, 2022, was
44 approved on a motion made by Mrs. Money and seconded by Mayor Westergard. Chairman Meyers
45 asked for a roll call vote. Board Members Money, Westergard, Bradshaw, Horrocks, and Meyers
46 voted “aye.”

48 **DISCUSSION AND ASSIGNMENT OF DISTRICT GROWTH SUBCOMMITTEES**

49
50 ***Councilmember Summerhays arrived at 3:05 p.m.***

51
52 Chairman Meyers commented that the main reason for a growth subcommittee suggestion is
53 to identify a location of the 50-meter pool. Councilmember Bradshaw suggested the formation of a
54 work group be created with those from the Recreation District Board and staff, elected officials from
55 Bountiful City, and a couple people from Davis School District. Mrs. Money asked if this
56 subcommittee would be focused solely on the 50-meter pool or if it would also look at other land
57 parcels for fields. Chairman Meyers stated he was thinking just the 50-meter pool as he viewed fields
58 as being a partnership or interlocal agreements because of the maintenance.

59
60 ***Councilmember Bradshaw arrived at 3:18 p.m.***

61
62 Mr. Miller suggested if a separate committee for field space was necessary that Mayor
63 Romney, Mayor Westergard and Mayor Horrocks to serve as most of them have already been acting
64 in that regard.

65
66 Councilmember Summerhays suggested the entire Board work through the budget together
67 and Chairman Meyers agreed.

68
69 Chairman Meyers assigned Mayor Romney, Mayor Westergard and Mayor Romney to serve
70 on a subcommittee to identify opportunities for field space and Councilmember Summerhays and
71 himself to serve on the subcommittee for the 50-meter pool.

72
73 **REVIEW AND DISCUSSION OF POTENTIAL STEPS TOWARD FUTURE BOND**
74 **VOTE**

75
76 Chairman Meyers explained that with the motion made to table the bond vote that he would
77 like to see an active approach from the Board to take those steps. Mayor Westergard suggested seeing
78 the YTD program revenues and expenses next to each other would be helpful and he liked securing
79 ongoing support from Davis School District for operations and maintenance and stressed the strain
80 the fourth High School puts on the District. Chairman Meyers suggested changing the wording of
81 item #4 to “have approval from property owner for the 50-meter pool.”

82
83 Mrs. Money stated that she sees the steps as a working document and is comfortable as it
84 stands and asked other members if all the items must be completed to gain their approval to go to
85 vote. Councilmember Summerhays stated that he listed the steps in an order he felt that they needed
86 to be completed in. Councilmember Bradshaw stated that she felt the strongest way forward with a
87 bond vote is with unanimous Board support and each Board Member will have different priorities.

88
89 Mr. Miller reported that he met with Davis School District last week and believes that they are
90 willing to discuss ongoing operation and maintenance costs. Councilmember Summerhays added that
91 knowing the cost of operating the pool will make for a stronger proposal to the School District.
92 Councilmember Bradshaw commented that Davis School District is not aware of the accidents
93 occurring at the facility, with putting too many students into each lane, and stressed that notifying
94 them of these injuries would be helpful in securing their assistance. Mr. Miller noted that Davis
95 School District officials would like the District to reciprocate operation and maintenance costs on the

96 gyms used.

97

98 **BOARD CHAIR REPORT**

99

100 Chairman Meyers asked if the other Board Members wanted to review the added Fitness
101 Coordinator position as part of the budget process or look at it separately. Mrs. Money commented
102 that no other full-time position had a review or was tied to revenue and Mr. Meyers stated the motion
103 to approve the position included a review at 6 months. Mr. Blakesley stated he would review the
104 language of the motion approving the position and report back.

105

106 Chairman Meyers asked the Board Members to get with himself to schedule a time when they
107 will go through the facility with an eye of cleanliness from the eyes of a resident touring the facility.
108 Chairman Meyers asked Board Members to contact Mr. Miller when they have questions and vice
109 versa of District Staff going through Mr. Miller before contacting Board Members.

110

111 Chairman Meyers offered out the idea of Board retreat to kick off the budget process and
112 allow members to gain personal connections with one another. Councilmember Bradshaw and
113 Summerhays agreed that retreats can be helpful. Mrs. Money suggested holding the retreat in the
114 facility. All members agreed a retreat would be beneficial and discussed various ideas and options.
115 Mrs. Money and Councilmember Bradshaw volunteered to coordinate and organize the event.

116

117 **EXECUTIVE DIRECTOR REPORT**

118

119 Mr. Miller reported that the pools and fitness room have closed and are expected to be under
120 construction until the end of September. Mr. Miller also noted that the parking lot will undergo
121 resurfacing sometime in September as well.

122

123 **WORK SESSION – ON 2023 FINANCIAL OUTLOOK AND CASH FLOW PROJECTION**
124 **WORKSHEET**

125

126 Mr. Beck corrected the comment that the District loses \$1 million every year and pointed out
127 that in 2021 the District spent \$1.1 million more in expenditures than was collected in revenues,
128 mostly due to the pandemic and closures. Mr. Beck noted the downward trend of cash flow over the
129 last three years and highlighted out that the closure and the pandemic has affected the revenues for
130 programs, admissions and memberships, and cash being spent on a costly roof project and the new
131 pool play feature. Mr. Beck stated the District has paid for the capital expenses from the cash reserves
132 instead of securing outside financing. The trend that is concerning is the District has been unable to
133 build the reserves back up.

134

135 Mr. Beck reported after doing some data analysis over the last ten years that management has
136 kept non-personnel expenses low and the main reason that expenses have increased is from personnel
137 expenses. The operating and administrative supplies expenses have increased but that is from starting
138 up additional team sport programs that would have needed jerseys and other equipment. Mr. Beck
139 noted that over the last ten years that 6 full-time employees have been added but that part-time
140 personnel expenses have remained flat, only increasing about \$150,000 in the same time frame.

141

142 Chairman Meyers asked if there was any data or items that they would want to see as the
143 budget process begins. Councilmember Summerhays agreed that having each departments budget

144 with revenues and expenses more side-by-side would be helpful and having department head
145 recommendations on what the community benefit is for each program and any fee increases to that
146 program. Mayor Westergard requested having a timeline of when new programs started being
147 offered. Councilmember Bradshaw suggested including when full-time employees were added and
148 would like to know what the participation is currently and what the projected participation is
149 estimated at. Mrs. Money requested to have a comparison of the cost of programs at the facility to
150 similar programs in surrounding areas and to have a wages summary of full-time staff.

151

152 **NEXT BOARD MEETING**

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154 The next board meeting will be on September 19th, 2022.

155

156 **OTHER MATTERS**

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158 At 5:09 p.m., Councilmember Summerhays made a motion to adjourn. Councilmember
159 Bradshaw seconded the motion.

APPROVED