South Davis Recreation District
Administrative Control Board Meeting

August 10th, 2026 at 5:30 p.m.

Board Members present:

Councilman Dan Bell, Bountiful City
Councilmember Gina Hirst, Centerville City
Councilmember Suzette Jackson, North Salt Lake City
John Norman, Board Appointed Representative
Brett Steadman, Board Appointed Representative

Staff In Attendance:

Tif Miller, Executive Director
Mary Gadd, Office Manager
Cory Haddock, Ice & Recreation Director
Jayme Blakesley, District Attorney
Tom Lund, Maintenance Supervisor
Michael Doxey, District Clerk

Others in Attendance:

Ron Mortensen (Bountiful)

WELCOME

At 5:31 p.m., Mr. Miller opened the meeting in the absence of both the Chairman, Mayor Ryan Westergard, and Vice Chair, Councilmember Dell Butterfield. Mr. Miller explained that a chair pro tem will need to be selected.

Councilman Bell made a motion to appoint Councilmember Suzette Jackson as the chair pro tem. Councilmember Hirst seconded the motion. Mr. Blakesley called for a vote and Board Members Bell, Hirst, Jackson, Norman, and Steadman voted “aye.”

CITIZEN MATTERS

None.

RECOGNITION OF EMPLOYEE OF THE MONTH

Mr. Miller recognized Cai Summerhays as the August employee of the month.

INTRODUCTION OF NEW RECREATION COORDINATOR

Mr. Miller introduced Marcus Moser as the new full-time Recreation Coordinator.

APPROVAL OF BOARD MEETING MINUTES

Minutes of the Administrative Control Board Meeting held on July 13th, 2026, was approved on a motion made by Councilmember Hirst, and was seconded by Councilman Bell. Board Members Bell, Hirst, Jackson, Norman, and Steadman voted “aye.”

REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW FOR

Mr. Miller highlighted the following expenditures:

- Critical Enviroment Technologies (#17) - $1,386.29 for a sensor for the ammonia system
- Matthew S. Shurtleff (#19) - $1,489.60 for Evil Scientist Academy portion of registrations
- Rehabmart LLC (#35) - $890.55 for replacement pieces for the leisure pool entry ramp
- Aaron Norton (#59) - $917.49 for travel reimbursement for national conference
- TeamSnap (#71) - $2,250.00 for the first payment of the annual subscription
- Original Watermen Inc. (#103) – for equipment and other lifeguard supplies
- Civicplus (#116) - $577.50 for website operations and hosting
- Lumos Holdings (#128) - $834.78 for replacement pads for weight equipment
- National Business Furniture (#132) - $1,968.10 for office chairs for many office staff
- Swank Motion Picture (#140) - $1,110 for licensing two summer movie nights

Mr. Norman asked about how the use of TeamSnap, with its many features, is administered by staff and the training that coaches get on how to use the application. Councilman Bell asked about the expenses to Robert Merrill (#87), Innovative Timing Systems (#138) and KW Sprots (#143). Chair Pro Tem Jackson asked about expenses to Revel Media Group (#64) and State of Utah (#37 & #138). Councilmember Hirst asked about the expense to Boulder Valley LLC (#144).

Total expenditures of $645,741.60 for the period of July 1, 2026, to July 31, 2025, was approved on a motion made by Councilmember Hirst, and seconded by Mr. Norman. Board Members Bell, Hirst, Jackson, Norman, and Steadman voted “aye.”

Mr. Miller reviewed the financial statements highlighting budget lines in aquatics, the general line in the ice rink budget, and the debt service line. Councilman Bell asked about the swim team – recreation, fitness programs/lessons, ice rink rentals – hockey, the debt service and spring baseball. Chair Pro Tem Jackson inquired about team sports adult – mens basketball, womens basketball, coed softball, and sports and fitness camp.

Mr. Norman appreciated the full-time allocation being provided on the statements and brought up that when it is decided that a program is not going to be operated that the full-time allocation should then be adjusted to where they spent that time. 41:00

DISCUSSION ON DISTRICT CREDIT CARD FEES

Mr. Miller stated that the District charges a 2% electronic payment fee at the facility and that in 2025 the fees that were paid averaged 3.12%. of total credit card sales. Mr. Miller reported that is reviewing upgraded terminals that may have more secure payment methods or possibly a change in payment processors. Mr. Miller explained that online registrations currently charge a convenience fee instead of the electronic payment fee, but the revenue from that fee is included in each program’s budget. Mr. Miller clarified differences between the two fees and will provide an update in the future.

DISCUSSION AND UPDATE ON INTERLOCAL AGREEMENT WITH DAVIS SCHOOL DISTRICT

Mr. Miller reported that their board would like to have one fee that encompasses all meets and all student fees. Mr. Miller told them that he would configure costs on what could be the highest level.

DISCUSSION ON CAPITOL PROJECTS

Mr. Miller reported that the pool liner had a warranty of 15 years and needs repaired. It is likely in need of a full replacement soon but also looking at things like changing the tile barrier. In reviewing the 10-year capital plan, he noted that there are items that could be delayed and other methods of savings are still being discussed.

Councilman Bell asked if the capital plan includes some of the smaller projects that were going to be financed internally. Mr. Miller answered that they haven't removed any of them from the bonding process and are not listed in the plan. Mr. Steadman noted that replacing the aquatics scoreboard is not listed on the plan.

DISCUSSION ON COMMUNITY INTEREST IN STARTING A FOUNDATION

Mr. Miller has been working with an individual who is researching ideas and ways that a foundation could be created that would help offset memberships, costs of programming, and capital projects. Mr. Miller will report back on the research.

EXECUTIVE DIRECTOR REPORT

Mr. Miller discussed the UFSC upcoming Copper Cup skating competition, the opening date for the ice ribbon, recognized Celeste Daley for hosting many special events, meeting and working with Centerville City officials, using Ankored for background checks for new hires and coaches, that the Handcart Days races had over 550 participants, provider number for various youth summer camps, the last movie night had about 100 attendees, that 2026 has offered over 3,500 swim lessons, next month will see the board interview candidates for the board position, has seen about $5,000 in savings with the price lock for natural gas savings, and work on the 2027 budget has begun.

Mr. Norman raised concern over a possible communication gap between staff, to the hockey league and then to the parents of the hockey league and asked for a future report on how ice time is prioritized amongst competing interested groups. Councilman Bell asked about the dress code in the weight room.

CLOSED SESSION

A closed session was not held.

ADJOURNMENT

At 7:07 p.m. Councilmember Hirst made a motion to adjourn the meeting. Mr. Norman seconded the motion.