

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

3 November 21, 2022, at 3:00 p.m.
4

5 Board Members present in person:

6 Todd Meyers, County Representative
7 Mayor Ryan Westergard, Woods Cross City
8 Councilmember Spencer Summerhays, Centerville City
9 Councilmember Kate Bradshaw, Bountiful City
10 Marti Money, County Representative
11

12 Staff In Attendance:

13 Tif Miller, Executive Director	Jayne Blakesley, District Attorney
14 Tyson Beck, District Clerk	Galen Rasmussen, District Treasurer
15 Scott McDonald, Aquatics & Fitness Director	Tom Lund, Maintenance Manager
16 Kaylie Glissmeyer, Customer Service Manager	Cory Haddock, Ice & Recreation Director
17 Wendy Jones, Fitness Coordinator	Mary Gadd, Office Manager

18

19 Others In Attendance:

20 Ron Mortensen (Bountiful), Darrell Child (Olympus Insurance), Cynthia Ong (Bountiful),
21 Kathryn Jaspersen (North Salt Lake), Chris Unwin (Bountiful), Todd Powers (North Salt Lake)
22

23 ***Agenda Items were taken out of order***

24 **WELCOME**

25
26 Chairman Meyers opened the meeting at 3:03 p.m.
27

28 **CITIZEN MATTERS**

29
30 Chris Unwin commented that the disabled parking is lacking and not ideally situated to the
31 building for those using the stalls.
32

33 **FOLLOW UP ON POSSIBLE UPGRADES TO FACILITY AND POOL ACCESS**

34
35 Mr. Miller reported that a portable pool ramp will cost approximately \$11,000 and would be
36 about 15 feet long. Councilmember Summerhays inquired where it would be placed in Leisure Pool
37 and Mr. Miller answered in the north-east corner. Chairman Meyers asked to see if any pool around
38 has a portable ramp and to send that information out to the Board.
39

40 Mr. Miller reported that after meeting with the building official that a vestibule is not required
41 to meet ADA standards, but it may be required for building energy standards. Mr. Miller noted that
42 the changes would need to be complete, such as curbing and parking stalls, before the door could be
43 utilized as an entrance.
44

45 Mr. Miller summarized that costs to add automatic doors, a desk, stanchions, relocating ADA
46 parking stalls, and sloping the curb is estimated at \$37,300 and the annual cost to employ staff at the
47 location would run between \$29,000-\$62,000.

48 Mrs. Money asked Mr. Miller to inquire about cutting into the pool deck, creating a ramp into
49 the pool, and Councilmember Summerhays asked about installing a handrail in the zero-depth entry
50 portion of the pool. Mr. Miller stated that the pool would need to be closed for the installation and
51 Mr. McDonald added that a second handrail is required to meet ADA standards.
52

53 Chairman Meyers asked if Mr. Miller had found any grant programs and Mr. Miller stated he
54 was still looking. Councilmember Summerhays suggested finding someone who would sponsor the
55 project, such as physical therapists or orthopedic surgeons. Mayor Westergard suggested applying for
56 CDBG funds through the county. Board Members directed Mr. Miller to include in the 2023 Budget
57 the portable ramp, additional ADA parking stalls and to report back on any additional sources of
58 funds that he may find.
59

60 **APPROVAL OF MINUTES FOR OCTOBER 24TH, 2022 AND NOVEMBER 7TH, 2022**
61

62 Mrs. Money asked that on the October 24th minutes that line 97 be changed to be clear that
63 she was referring to an interior entrance into the leisure pool. Mrs. Money corrected a spelling
64 mistake on the October 24th minutes, line 92, that “slopped” be corrected to “sloped.”
65

66 Corrected Minutes of the Administrative Control Board Meetings held on October 24th, 2022,
67 and November 4th, 2022, was approved on a motion made by Mrs. Money, and seconded by
68 Councilmember Summerhays. Board Members Meyers, Westergard, Summerhays, Bradshaw, and
69 Money voted “aye.”
70

71 **REVIEW & APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW FOR**
72 **OCTOBER 2022**
73

74 Mayor Westergard asked for further information on line 80, an expenditure of \$4,198.01 to
75 Intermountain Business Forms. Mr. Miller replied that is the event shirt for the Labor Day Triathlon.
76 Mayor Westergard asked if the cost for that was covered by participants and Mr. Miller confirmed it
77 was. Mayor Westergard also inquired the same about line 51, an expenditure of \$4,962.06 to Colter
78 Kind. Mr. Miller answered that it is swim team apparel that is available to the team members to
79 purchase.
80

81 Councilmember Summerhays asked if there was a way to categorize the expenditure report to
82 their related revenue source. Mr. Miller stated it would not be a quick process and would take
83 approximately a year to create. Councilmember Bradshaw asked why the swim team extras, like
84 apparel, are passing through the District. Mr. Miller answered that it is for accountability to those on
85 the team.
86

87 Total expenditures of \$457,230.87 for the period of October 1, 2022, to October 31, 2022,
88 was approved on a motion made by Councilmember Bradshaw and seconded by Mayor Westergard.
89 Board Members Meyers, Westergard, Summerhays, Bradshaw, and Money voted “aye.”
90

91 Board Members reviewed the cash trend graph and the revenue trend analysis report. Mayor
92 Westergard asked if it was known why there were tremendous increase in tax revenue in 2018 and a
93 subsequent decrease in 2019. Mr. Rasmussen stated that it was a judgement levy on a large industrial
94 taxpayer that had applied for relief.
95

96 **FY 2023 INSURANCE DISCUSSION**

97
98 Darrell Child, representing Olympus Insurance, presented an annual review of the District’s
99 insurance program. Mr. Child explained that this year represents a continuation of coverages that are
100 already in place and expects a full canvassing of the market to occur next year. Mr. Child noted that
101 the main provider, AIG, sent an inspector out to the facility for a detailed analysis review and the
102 reporting came back favorably, allowing the underwriters to provide their most favorable rates on the
103 coverage. Mr. Child noted that the premium increased due to an increase in the replacement
104 evaluation of the facility and the increase costs to replace the facility.
105

106 Councilmember Summerhays asked how long AIG has been the insurance carrier. Mr. Child
107 answered that they were awarded the coverage about 3 years ago. Mrs. Money asked if there is
108 additional coverage needed when an outside vendor utilizes the snack bar space. Mr. Child replied
109 that the District would just require that the vendor list the District on their own insurance coverage.
110

111 **BUDGET DISCUSSION AND EXERCISE**

112
113 Chairman Meyers explained that he had met with Tif and Tyson in preparation for this
114 meeting and that the document perhaps doesn’t satisfy everyone’s expectations. Chairman Meyers
115 highlighted that private swim lessons reflects a \$12,000 net income without overhead costs, since
116 they are using an unused portion of a space that is already being utilized for another purpose. Mayor
117 Westergard asked for this kind of document for each program the District offers.
118

119 Councilmember Summerhays asked how the overall facility cost could be distributed to the
120 programs and Mr. Miller stated that he has tried but that he is not comfortable with the numbers that
121 it produced. Councilmember Bradshaw inquired if there were any adjustments being planned in
122 Aquatics and Recreation budgets to close the gap. Mr. Miller replied that adjustments were made in
123 daily admissions, aquatic team fees, and personal trainers.
124

125 Mrs. Money expressed that the proposed fee increases are pushing consumers to a pressure
126 point and suggested the increases be heavily reviewed and compared to similar programs in the area.
127 Councilmember Bradshaw inquired about what caused the pool filters, in the Capital Plan, to be
128 reduced. Mr. Miller answered that the leisure pool filter is in the plan for 2023 and the lap pool filter
129 was moved to 2027. Councilmember Bradshaw asked if leasing the cardio equipment has ever been
130 reviewed. Mr. Miller replied that with leasing the District would have to wait for service to be
131 performed on the equipment rather than staff being able to fix it more quickly. Councilmember
132 Bradshaw posed that perhaps only the equipment not in optimal order be replaced.
133

134 **BOARD CHAIR REPORT**

135
136 Chairman Meyers asked the Board Members about moving the 2023 meetings to either a
137 different time or a different day. Most members expressed that the 3:30 p.m. start time is difficult to
138 make and suggestions of a 5:30 p.m. time seemed to work for most and moving to the 2nd Monday of
139 each month.
140

141 **SET PUBLIC HEARING FOR SDRD FY 2023 BUDGET**

142
143 Councilmember Bradshaw made a motion to set a public hearing adopting the 2023 Budget

144 on Monday, December 12th, 2022, at 6:00 p.m. Mayor Westergard seconded the motion.

145

146 **EXECUTIVE DIRECTOR REPORT**

147

148 Mr. Miller reported on the following:

149 • Thanksgiving Invitational – Nov. 18 & 19 – had 1,200 swimmers

150 • Thanksgiving Day Races – 10k, 5k & 1k

151 • December Deal Days – planning on 2nd week in December

152

153 **NEXT BOARD MEETING**

154

155 The next meeting will be December 12th, 2022.

156

157 **OTHER MATTERS**

158

159 At 5:44 p.m., Councilmember Summerhays made a motion to adjourn. Mayor Westergard

160 seconded the motion.

Approved