

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

3 January 8th, 2024, at 5:30 p.m.

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5 Board Members present:

6 Mayor Ryan Westergard, Woods Cross City  
7 Jennie Decker, County Representative  
8 Councilmember Dell Butterfield, West Bountiful City  
9 Councilmember Kate Bradshaw, Bountiful City  
10 Mayor Brian Horrocks, North Salt Lake City  
11 Councilmember Spencer Summerhays, Centerville City

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13 Staff In Attendance:

14 Tif Miller, Executive Director	Tyson Beck, District Clerk
15 Mary Gadd, Office Manager	Jayne Blakesley, District Attorney
16 Cory Haddock, Ice & Recreation Director	Tom Lund, Maintenance Supervisor
17 Scott McDonald, Aquatics & Fitness Director	Wendy Jones, Fitness Supervisor

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19 Others in attendance:

20 Rori Andreason (South Jordan), Shawna Andrus (Bountiful City), Clarissa, Nathan, and  
21 Kirsten Cawrse (West Bountiful), Christabelle and Clay Chaszeyka (Bountiful), Nick, Melissa, and  
22 Brooklyn Christensen (Woods Cross), Jennifer and family Godfrey (Bountiful), Joleen Goodfellow  
23 (Layton), Alison and Andrea Hancock (Centerville), Taylor and Levi Helgesen (Centerville), Lisa  
24 Hood-Christensen (Woods Cross), Jimmie Huckins (Salt Lake City), Ann Leach (Centerville), Greg  
25 Martin (Bountiful City), Lyn'D, Amara, Azriane, Maria, Liliias, Miriam, and Skylee Reay (West  
26 Bountiful), Michael Rogers (Woods Cross), Cynthia Smith (Centerville), Jennie Stephens  
27 (Centerville), Shannon Stratford (North Salt Lake), Christi Sturgeon (Bountiful)

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29 *\*Agenda items were taken out of order\**

30 **WELCOME**

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32 Chairman Horrocks opened the meeting at 5:36 p.m. and excused Board Member Todd  
33 Meyers. Board Member Rick Earnshaw joined on zoom but experienced difficulties in being an  
34 active voting member.

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36 **APPOINTING OF 2024 BOARD CHAIR AND VICE CHAIR**

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38 Chairman Horrocks called for nominations for the 2024 Vice Chair. Councilmember  
39 Bradshaw made a motion to nominate Councilmember Spencer Summerhays. Mayor Westergard  
40 seconded the motion. Chairman Horrocks asked for a roll call vote. Councilmember Butterfield  
41 excused himself as he hadn't been sworn in yet. Board Members Decker, Westergard, Horrocks, and  
42 Bradshaw voted "aye." Councilmember Summerhays voted "nay."

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44 **SWEARING IN OF NEW BOARD MEMBER**

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46 Shawna Andrus administered the oath of office to Councilmember Dell Butterfield.  
47 Councilmember Butterfield introduced himself to the room.

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**CITIZEN MATTERS**

Jennie Stephens spoke on behalf of her daughter expressing that the current rules that are posted on the facility doors make it impossible to skate, most figure skaters are very aware of others on the ice and the space they have available for practicing, and some skaters feel like they are being watched.

Lyn'D Reay asked for different rules on the public session so her family can practice their figure skating skills. Ms. Reay also asked if a specific time can be set aside where figure skaters can practice without the public being on the rink.

Joleen Goodfellow expressed when and how she believed the problem started. She also gave a quick rundown of rules of freestyles that have been held for 20+ years.

**APPROVAL OF DECEMBER 11<sup>TH</sup>, 2023 BOARD MEETING MINUTES**

Minutes of the Administrative Control Board Meeting held on December 11<sup>th</sup>, 2023, were approved on a motion made by Councilmember Bradshaw. Mayor Westergard seconded the motion. Board Members Westergard, Decker, Butterfield, Bradshaw, Horrocks, and Summerhays voted “aye.”

**REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW FOR DECEMBER 2023**

Mr. Miller highlighted line #43, Summit Energy, in the amount of 17,215.13, reflects an increase in gas prices. Councilmember Bradshaw inquired about lines #46 and #74, Laura Gabel, for yard sign installation. Mr. Miller explained that they are advertising the ribbon and special events through yard signs.

Total expenditures of \$414,998.37 for the period of December 1, 2023, to December 31, 2023, was approved on a motion made by Councilmember Summerhays and seconded by Mrs. Decker. Chairman Horrocks called for a roll call vote. Board Members Bradshaw, Summerhays, Horrocks, Butterfield, Westergard, and Decker voted “aye.” There were no “nays.”

**OPEN AND PUBLIC MEETINGS ACT TRAINING**

Jayne Blakesley led the Board Members in a training and answered questions that they had.

**PUBLIC HEARING ON PROPOSED RATE INCREASES**

Mr. Miller listed proposed increases to the following:

- \$150 fee per month for figure skating coaches
- Increasing the 25-Visit pass prices to \$175 for adults and to \$125 for senior/children

Mr. Blakesley provided clarification of who qualifies as a resident figure skating coach and suggested that going through the rules subcommittee update first might be helpful.

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**SDRD RULES AND REGULATIONS SUBCOMMITTEE UPDATE**

Mr. Blakesley updated that it is being proposed to eliminate the position of Learn to Skate Instructor for the District but coaches can receive discounted fees for coaching at the facility if they teach lessons for the District. Mr. Blakesley reviewed that coaches would gain use of the facility through a use agreement where they would make out an application, have a certification in their sport, abide by a code of conduct, provide proof of insurance, and pass a criminal background check at their own expense. Mr. Blakesley stated that these updates do not need to be approved today and could be changed.

Mrs. Decker stated that her perspective is this is more like a license and that makes it easier to grant access and to revoke it, that thought was given to not be overcharging a coach who is using the facility and puts more responsibility on the coach to ensure their skater is behaving properly. Board Members discussed that this framework could apply to other aspects of the facility, how similar this structure is to other entities, and how to apply this to clubs.

**PUBLIC HEARING ON PROPOSED RATE INCREASES - continued**

At 6:37 p.m. Councilmember Summerhays made a motion to open the public hearing on proposed fee increases. Mrs. Decker seconded the motion. Board Members Westergard, Decker, Butterfield, Bradshaw, Horrocks, and Summerhays voted “aye.”

Christi Sturgeon stressed that the most important thing that should be focused on is the rule changes that will allow the skaters to come back to the rink.

Joleen Goodfellow commented that previously the coaching staff has been dedicated to this rink and its Learn To Skate program and that has made it different and stand out from other rinks, but she fear that with the proposed changes that would cease to exist in the future.

Clay Chaszeyka asked how the changes would be implemented and enforced fairly by management and staff.

At 6:48 p.m. Councilmember Summerhays made a motion to close the public hearing and was seconded by Councilmember Butterfield. Board Members Westergard, Decker, Butterfield, Bradshaw, Horrocks, and Summerhays voted “aye.”

**APPROVAL OF RESOLUTION 2024-02 ADOPTING UPDATE DISTRICT RULES AND REGULATIONS**

Councilmember Bradshaw inquired if all the figure skating coaches are independent contractors and a complaint is made against one of the coaches, at what level will the complaint be handled by. Mr. Blakesley answered that staff would handle the day-to-day violations of the code of conduct, however if a violation was severe or repetitive and staff thought it warranted revocation of coaching privileges then a hearing would be afforded to the coach. With the way the rules are currently structured, Mr. Blakesley added that a hearing would be conducted by a hearing officer that the District would keep on retainer. Board Members discussed the current limitations for skaters on the publicly available ice and enforcement of the rules.

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144 Councilmember Bradshaw made a motion to approve Resolution 2024-02 Adopting the South  
145 Davis Recreation District Rules and Regulations as presented. Councilmember Summerhays  
146 seconded the motion. Councilmember Butterfield asked that these rules be communicated to the  
147 figure skating community and that implementation is understood. Chairman Horrocks called for a roll  
148 call vote. Board Members Decker, Summerhays, Westergard, Butterfield, Horrocks, and Bradshaw  
149 voted “aye.” There were no “nays.”

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151 **ACTION ON RESOLUTION 2024-01 ADOPTING 2024 RATE INCREASES**

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153 Councilmember Bradshaw made a motion to approve Resolution 2024-01 Adopting  
154 Increased Fees. Mrs. Decker seconded the motion. Chairman Horrocks called for a roll call vote.  
155 Board Members Bradshaw, Horrocks, Butterfield, Westergard, Summerhays, and Decker voted  
156 “aye.” There were no “nays.”

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158 **DISCUSSION ON POSSIBLE IT CHANGES FOR 2024**

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160 Mr. Miller informed the Board that Bountiful City is having to update their phone system to  
161 meet requirements but the District does not fall under those same requirements. After meeting with  
162 Greg Martin, it was suggested that the District look into contracting out the IT services with an  
163 outside entity. Mr. Martin gave a brief explanation of the requirements that Bountiful City needs to  
164 meet and answered questions from the Board. Mr. Miller added that reviewing the state contract and  
165 discussing the project with the provider, that the District could possibly save money on IT services.  
166 Mr. Miller will provide a cost analysis in another meeting.

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168 **MEMBERSHIP REPORT**

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170 Mr. Miller reported that memberships are steadily increasing each month. Mr. Miller stated  
171 that December was overall a busy month, including the ice ribbon and the deal days for memberships.

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173 **EXECUTIVE DIRECTOR REPORT**

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175 Mr. Miller reported on the following:  
176 • Jan. 12-15<sup>th</sup> Grizz Cup Hockey Tournament  
177 • Jan 8<sup>th</sup> Jr. Jazz season begins  
178 • Feb 1<sup>st</sup> Spring sports registration will begin  
179 • Two upcoming races – Sweethearts Race and Indoor Triathlon

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181 **ADJOURNMENT AND CLOSED SESSION TO DISCUSS PENDING OR REASONABLY**  
182 **IMMINENT LITIGATION AND TO DISCUSS THE CHARACTER OR PROFESSIONAL**  
183 **COMPETENCE OF AN INDIVIDUAL**

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185 At 7:26 p.m. Councilmember Bradshaw made a motion to adjourn the regular meeting and to  
186 move into a closed session to discuss the character or professional competence of an individual.  
187 Mayor Westergard seconded the motion. Chairman Horrocks called for a roll call vote. Board  
188 Members Decker, Summerhays, Westergard, Butterfield, Horrocks, and Bradshaw voted “aye.”  
189 There were no “nays.”

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191           Attending the closed session was:  
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193   Mayor Brian Horrocks, North Salt Lake City           Jennie Decker, County Representative  
194   Mayor Ken Romney, West Bountiful City           Mayor Ryan Westergard, Woods Cross City  
195   Councilmember Kate Bradshaw, Bountiful City  
196   Councilmember Spencer Summerhays, Centerville City  
197   Councilmember Dell Butterfield, West Bountiful City  
198   Tif Miller, Executive Director           Jayme Blakesley, District Attorney  
199   Rori Andreason

APPROVED