

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

3 January 13th, 2025, at 5:30 p.m.

4  
5 Board Members present:

6 Councilmember Kate Bradshaw, Bountiful City  
7 Councilmember Dell Butterfield, West Bountiful City  
8 Mayor Brian Horrocks, North Salt Lake City  
9 John Norman, Board Appointed Representative  
10 Brett Steadman, Board Appointed Representative  
11 Councilmember Spencer Summerhays, Centerville City  
12 Mayor Ryan Westergard, Woods Cross City *\*arrived at 5:48 p.m.*

13  
14 Staff In Attendance:

15 Tif Miller, Executive Director Mary Gadd, Office Manager  
16 Cory Haddock, Ice & Recreation Director Tyson Beck, District Clerk  
17 Tom Lund, Maintenance Supervisor Jayme Blakesley, District Attorney

18  
19 Others in Attendance:

20 Suzette Jackson (North Salt Lake City Councilmember), Ron Mortensen (Bountiful), Cynthia  
21 Ong (Bountiful)

22  
23 **WELCOME**

24  
25 Chairman Horrocks opened the meeting at 5:34 p.m.

26  
27 **APPOINTING OF 2025 BOARD CHAIR**

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29 Chairman Horrocks welcomed Vice Chair Summerhays into his new Chairman position.  
30 *\*Mayor Horrocks left the room at 5:35 p.m.*

31  
32 **VOTE BY BOARD FOR 2025 VICE CHAIR**

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34 Chairman Summerhays opened the floor for discussion. Councilmember Bradshaw suggested  
35 Mayor Westergard because of his engagement with the District and his financial background. Board  
36 Members discussed his mayoral term. Councilmember Bradshaw made a motion to nominating  
37 Mayor Westergard as 2025 Vice Chair. Councilmember Butterfield seconded the motion. Chairman  
38 Summerhays called for a roll call vote. Board Members Norman, Steadman, Butterfield, Bradshaw,  
39 and Summerhays voted “aye.”

40  
41 **CITIZEN MATTERS**

42  
43 None.

44  
45 **RECOGNITION OF JANUARY 2025 EMPLOYEE OF THE MONTH**

46 *\*Mayor Horrocks returned to the meeting at 5:41 p.m.*

47 Mr. Miller recognized Shaun Goode as the employee of the month.

48  
49 Mayor Horrocks informed the Board that he invited North Salt Lake City Councilmember  
50 Suzette Jackson to the meeting, as she will be filling the board position for North Salt Lake.  
51 Councilmember Jackson introduced herself briefly to the members. Mayor Horrocks expressed that  
52 he was honored to have served on the board.  
53 *\*Mayor Horrocks left at 5:45 p.m.*

54  
55 **APPROVAL OF DECEMBER 11<sup>TH</sup>, 2024 BOARD MEETING MINUTES**

56  
57 Minutes of the Administrative Control Board Meeting held on December 11<sup>th</sup>, 2024, was  
58 approved on a motion made by Mr. Norman, and was seconded by Councilmember Bradshaw. Board  
59 Members Steadman, Butterfield, Bradshaw, Summerhays, and Norman voted “aye.”

60  
61 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**  
62 **FOR DECEMBER 2024**

63  
64 Mr. Miller noted the following expenditures:

- 65 • American Equipment Holdings, LLC (line #14) - \$4,984.27 – gantry crane for various  
66 heavy items

67 *\*Mayor Westergard arrived at 5:48 p.m.*

- 68 • Louis A Roser Company (line #51) - \$2,169.00 – seal replacement and maintenance
- 69 • Worker’s Compensation Fund (line #70) - \$6,230.53 – 2025 prepayment for coverage
- 70 • Krysten Curtis (line #77) - \$340.00 – restring hockey nets and stretching
- 71 • Intermountain Business Forms, Inc (line #84) - \$14,572.51 – Thanksgiving day race shirts
- 72 • Aquify Systems Corp. (line #96) - \$86,270.55 – 2<sup>nd</sup> installment payment on pool filter

73  
74 Total expenditures of \$539,473.03 for the period of December 1, 2024, to December 31,  
75 2024, was approved on a motion made by Councilmember Bradshaw. Mayor Westergard seconded  
76 the motion. Board Members Bradshaw, Butterfield, Norman, Steadman, Summerhays, and  
77 Westergard voted “aye.”

78  
79 A brief explanation of the financial and budget documents was given for Councilmember  
80 Jackson’s benefit. Councilmember Butterfield asked about line 6500-Fitness Programs/Lessons  
81 showing no revenue. Mr. Miller explained that daily admissions and the membership revenue is  
82 collected in line 6000-Aquatics & Fitness General. Mr. Norman suggested that participation numbers  
83 in each fitness class be collected to get an idea of what percentage could be attributed to fitness  
84 programs/lessons. Councilmember Bradshaw also suggested tracking the number of children who are  
85 utilizing the daycare facilities.

86  
87 **DICUSSION ON MISSION, VISION, AND CORE VALUES**

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89 Mr. Miller provided a draft of the mission, vision and core values. Mr. Miller explained the  
90 mission statement is simple but conveys why the District exists. The vision statement looks toward  
91 the future and defines what the organization stands for. The core values highlight the aspects that the  
92 District would focus on. Chairman Summerhays added that as the board makes decisions on what  
93 programs that the District offers they should align with this document as it will help make those  
94 decisions. Councilmember Bradshaw suggested changing the core value of “joy and happiness” to

95 “satisfaction and wellness.” Councilmember Jackson offered out using “confidence and wellbeing” as  
96 they convey a participation in sports. Board Members discussed prioritizing the core values and the  
97 timeline of completing the document. Mr. Miller will update the draft and will send it out prior to the  
98 next meeting.  
99

### 100 **NEW WEBSITE UPDATE**

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102 Mr. Miller shared the working draft for the redesign of the website, including how it will  
103 appear in a mobile phone setting.  
104

### 105 **MEMBERSHIP REPORT**

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107 Mr. Miller noted that annual memberships sales were strong for the month of December.  
108 Councilmember Butterfield suggested adding a year-to-date total on each graph.  
109

### 110 **EXECUTIVE DIRECTOR REPORT**

111  
112 Mr. Miller reported on the following items:

- 113 • Grizz Cup Hockey Tournament – 1/17 through 1/19
- 114 • Final components for the turnstile have been received
- 115 • Meeting with city managers and councils
- 116 • Creating methods of communication between staff
- 117 • Learn to Skate has 105 participants in the Jan. session
- 118 • Learn to Swim did 4,062 lessons in 2024
- 119 • Jr. Jazz started today with 200 more participants than the year prior
- 120 • Races in 2024 saw \$13,500 increase in revenue
- 121 • Learn to Play Water Polo being held on 1/20
- 122 • Pool subcommittee will meet with the School District on 1/30

123  
124 Board Members discussed lap swimming availability during the no school holiday break,  
125 sponsorships, availability and procedures for ice skating walkers, and a recent power issues at the ice  
126 ribbon.  
127

### 128 **OPEN AND PUBLIC MEETINGS ACT TRAINING**

129  
130 Jayme Blakesley led the Board Members in an open and public meetings training.  
131

### 132 **ADJOURNMENT**

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134 Next board meeting will be on February 10<sup>th</sup>, 2025.  
135

136 At 7:22 p.m. Councilmember Butterfield made a motion to adjourn the meeting. Mayor  
137 Westergard seconded the motion.