

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

3 December 11, 2023, at 5:30 p.m.

4  
5 Board Members present:

6 Rick Earnshaw, County Representative  
7 Todd Meyers, County Representative  
8 Councilmember Spencer Summerhays, Centerville City  
9 Mayor Ken Romney, West Bountiful City  
10 Jennie Decker, County Representative  
11 Councilmember Kate Bradshaw, Bountiful City  
12 Mayor Ryan Westergard, Woods Cross City  
13 Mayor Brian Horrocks, North Salt Lake City  
14

15 Staff In Attendance:

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

21

22 Others in attendance:

23 Penny Allen (Centerville), Ryan Allen (Centerville), Ruth Cannon (Bountiful), Clarissa  
24 Cawrse (West Bountiful), Christabelle Chaszeyka (Bountiful), Clay Chaszeyka (Bountiful), Katrina  
25 Dransfield (Bountiful), Eric Glissmeyer (Bountiful), Mike Glissmeyer (Bountiful), Joleen  
26 Goodfellow (Layton), Lisa Jeray (Centerville), Raine Knight (Layton), Jay Lsionbee (Bountiful),  
27 Abbie Lyman (Salt Lake City), Annie Mead (North Salt Lake), Ron Mortensen (Bountiful), Jenny  
28 Noall (Bountiful), John Norman (Bountiful), Emily Rhees (Woods Cross), Jan Schmucker  
29 (Centerville), Andrew Schmucker (Centerville), Torri Smith (West Bountiful), Christi Sturgeon  
30 (Bountiful), Kyle Taylor (North Salt Lake), Megan Wells (Centerville)  
31

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

33 **WELCOME**

34  
35 Chairman Earnshaw opened the meeting at 5:30 p.m.  
36

37 **CITIZEN MATTERS**

38  
39 Christabelle Chaszeyka complained about her family's experience with figure skating at the  
40 facility and the action of the staff.  
41

42 Jay Lsionbee (Bountiful) commented on the capital budget having a large increase over the  
43 last several years and felt that changing percentages of the proposed tax increase was dishonest.  
44

45 Eric Glissmeyer spoke on the opportunities that the competitive swim team gives to his family  
46 and the community. He is grateful to the volunteers who keep the team running and to the coaches,  
47 whose role is critical to the success of the swimmers.

48 Katrina Dransfield (Bountiful) commented that she teaches fitness classes and sees how the  
49 facility strengthens individuals, families, and the community. She doesn't feel that cutting staff and  
50 programs is a wise decision.

51  
52 **APPROVAL OF NOVEMBER 6, 2023 AND NOVEMBER 13, 2023 BOARD MEETING**  
53 **MINUTES**  
54

55 Minutes of the Administrative Control Board Meeting held on November 6<sup>th</sup>, 2023, and  
56 November 13<sup>th</sup>, 2023, along with the public hearing minutes held on November 6<sup>th</sup>, 2023 was  
57 approved on a motion made by Mayor Romney. Mr. Meyers seconded the motion. Board Members  
58 Horrocks, Westergard, Bradshaw, Romney, Earnshaw, Meyers, Summerhays, and Decker voted  
59 "aye." There were no "nays."

60  
61 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**  
62 **FOR NOVEMBER 2023**  
63

64 Councilmember Summerhays inquired about the expense to the State of Utah, for \$1,617.03,  
65 for the purpose of unclaimed property. Mr. Miller explained it is monies where the payee has not  
66 cashed the check and so the money is then sent to the State.

67  
68 Total expenditures of \$468,077.45 for the period of November 1, 2023, to November 30,  
69 2023, was approved on a motion made by Mayor Romney and seconded by Mr. Meyers. Chairman  
70 Earnshaw asked for a roll call vote. Board Members Horrocks, Westergard, Bradshaw, Romney,  
71 Earnshaw, Meyers, Summerhays, and Decker voted "aye." There were no "nays."

72  
73 **APPROVAL OF CALENDAR FOR 2024 BOARD MEETING SCHEDULE**  
74

75 Councilmember Summerhays made a motion to approve the 2024 schedule, with November  
76 4<sup>th</sup>, 2024, as the rescheduled date for Veterans holiday. Mayor Romney seconded the motion. Board  
77 Members Decker, Summerhays, Meyers, Earnshaw, Romney, Bradshaw, Westergard, and Horrocks  
78 voted "aye."

79  
80 **REVIEW OF 2023 DISTRICT FRAUD RISK ASSESSMENT**  
81

82 Tyson Beck presented the Board with the State Auditor's fraud risk assessment categories and  
83 the points that the District earned during the review process. He reported that the District scored 335  
84 points out of a possible 395 points and that puts the District in the low fraud risk category. The Board  
85 requested that staff review collecting statements of ethical behavior from each employee.

86  
87 **PUBLIC HEARING ON PROPOSED RATE INCREASES**  
88

89 At 6:14 p.m. Mr. Meyers made a motion to open the public hearing on proposed fee increases.  
90 Mayor Horrocks seconded the motion. There were no comments.

91  
92 At 6:16 p.m. Mayor Romney made a motion to close the public hearing and was seconded by  
93 Mayor Horrocks. Board Members Decker, Summerhays, Meyers, Earnshaw, Romney, Bradshaw,  
94 Westergard, and Horrocks voted "aye."

95

96 **DISCUSSION ON PROPOSED RATE INCREASES**

97  
98 Councilmember Bradshaw asked why there was no increase for the \$56 non-member & non-  
99 resident pricing for Jr. Jazz Instructional and Youth Soccer Pre K – 1<sup>st</sup>. Mr. Miller replied they should  
100 include a \$1 increase and be \$57, for each of those sports. Councilmember Summerhays inquired on  
101 the difference between Youth Rec Team Basketball and Youth Comp Team Basketball. Mr. Miller  
102 replied that Rec Team is signed up through Jr. Jazz with provided jerseys and Comp Team is not.  
103

104 Board Members and staff discussed and debated the swim team and the price of monthly dues  
105 that each level pays, how competitive some levels are, and the pool time available to them. Mrs.  
106 Decker suggested that the increase could be spread out more evenly amongst all the teams and not  
107 just focused on the higher levels.  
108

109 Mrs. Decker made a motion to approve presented fees with the change that all swim team  
110 levels incur an increase of \$5, and the \$1 correction to the Jr. Jazz and Youth Soccer lines. Mayor  
111 Horrocks seconded the motion. Mayor Romney asked how the reduced fees affect the budget and Mr.  
112 Miller answered that it would be approximately \$10,000 for the year. Board Members Horrocks,  
113 Westergard, Earnshaw and Decker voted “aye.” Board Members Bradshaw, Romney, Summerhays,  
114 and Meyers voted “nay.” The motion failed.  
115

116 Councilmember Summerhays made a motion to approve the presented fees with the \$1  
117 correction to the Jr. Jazz and Youth Soccer, increase the swim teams (Tides, Waves, and Senior) by  
118 \$5, swim teams (Blue and Jr. Elite) by \$10, and keeping Elite at the proposed \$15. Mr. Meyers  
119 seconded the motion. Mr. Miller reported that would affect the budget by approximately \$2,000.  
120 Board Member Earnshaw voted “aye.” Board Members Decker, Summerhays, Meyers, Romney,  
121 Bradshaw, Westergard, and Horrocks voted “nay.” The motion failed.  
122

123 Mayor Romney made a motion to approve the presented fees with the \$1 correction to the Jr.  
124 Jazz and Youth Soccer. Councilmember Bradshaw seconded the motion. Board Members Horrocks,  
125 Westergard, Bradshaw, Romney, Earnshaw, Meyers, and Summerhays voted “aye.” Board Member  
126 Decker voted “nay.” The motion passed.  
127

128 **ACTION ON RESOLUTION 2023-09 ADOPTING 2024 RATE INCREASES**

129  
130 Councilmember Summerhays made a motion to approve Resolution 2023-09, adopting 2024  
131 rate increases, and was seconded by Councilmember Bradshaw. Board Members Horrocks,  
132 Westergard, Bradshaw, Romney, Earnshaw, Meyers, and Summerhays voted “aye.” Board Member  
133 Decker voted “nay.”  
134

135 **PUBLIC HEARING ON FY 2024 BUDGET**

136  
137 At 6:56 p.m. Councilmember Bradshaw made a motion to open the public hearing on the FY  
138 2024 Budget. Mayor Westergard seconded the motion.  
139

140 Mr. Miller gave a presentation, highlighting that it was prepared with the requested possible  
141 expense reductions, increased proposed fees, increased wages for lifeguards, and adjusted the  
142 proposed subsidy tax increase to 80%. Mr. Miller gave more detail about the expense reductions and  
143 answered questions. Public comments received were:

- 144 • Ron Mortensen – taxes should be fully justified, subsidy has already gone up higher than  
145 inflation because of the new growth, facility amenities were reduced from the original  
146 voter pamphlet due to withdrawal of funds from the School District, where are the RAP  
147 taxes that would be allocated to center, requested to write the opposition statement in the  
148 voter pamphlet if the District ever goes to bond  
149 • John Norman – time to return to the original mission and create concrete goals for the  
150 District, believes the public would be in favor if they knew what they were going to get  
151 • Megan Wells – supports a tax increase, asked for ways departments could increase  
152 revenue instead of reductions  
153 • Torri Smith – listed the benefits that she believes the facility brings to the community  
154

155 At 7:31 p.m. Councilmember Summerhays made a motion to close the public hearing. Mayor  
156 Romney seconded the motion. Board Members Decker, Summerhays, Meyers, Earnshaw, Romney,  
157 Bradshaw, Westergard, and Horrocks voted “aye.”  
158

### 159 **DISCUSSION ON SDRD CASH RESERVES POLICY**

160  
161 Mr. Beck outlined the current adopted policy on cash reserves, Resolution 2010-05, where the  
162 Board approved \$2.5 million for enhancement, maintenance and replacement of Recreation Center  
163 property and designated \$1.2 million to be held in a restricted, retained earnings fund for  
164 emergencies. Mr. Beck compared the District’s reserves to the recommendations from the  
165 Government Finance Officers Association. Mr. Beck stated that the debt service reserve has been  
166 removed from the report, since the District has a predictable and dedicated revenue source from  
167 property taxes. Mr. Beck added that this item requires no action but could be put on a future agenda  
168 to make policy adjustments.  
169

### 170 **DISCUSSION ON PROPOSED FY 2024 BUDGET**

171  
172 Mr. Miller went into further detail on the proposed expense reductions and how he got to each  
173 percentage amount, he answered questions, and the Board discussed the proposed reductions.  
174 Councilmember Bradshaw shared some on-going budgetary reductions that she had hoped for such as  
175 reducing the steepness of fee increases, a lower property tax increase, full-time benefits changes that  
176 would save \$40,000 annually, keeping the attrition of the two full-time employees and reducing the  
177 fitness position back to part-time status. Mr. Miller explained his prioritization would be to maintain  
178 benefits and, while not ideal, that the two full-time positions could be absorbed.  
179

180 *At 8:59 p.m. Councilmember Summerhays made a motion to take a short recess. Mayor*  
181 *Romney seconded the motion. The meeting reconvened at 9:12 p.m.*  
182

183 Board Members reviewed and debated the previously suggested changes, the cost of full-time  
184 employees, personnel reductions, personnel benefit changes, program offerings, and different levels  
185 of tax subsidy amounts.  
186

### 187 **ACTION ON RESOLUTION 2023-10 ADOPTING FINAL FY 2024 BDUGET**

188  
189 Councilmember Summerhays made a motion to approve Resolution 2023-10, adopting a  
190 fiscal year 2024 budget, with the following changes: planned full-time expense reduction equal to

191 \$72,491, other planned operating expense reductions of \$57,000 as proposed by staff, and with a  
192 property tax increase of \$775,000. Mayor Westergard seconded the motion. Chairman Earnshaw  
193 asked for a roll call vote. Board Members Decker, Summerhays, Meyers, Earnshaw, Westergard, and  
194 Horrocks voted “aye.” Board Members Bradshaw and Romney voted “nay.”

195  
196  
197  
198

**ACTION ON RESOLUTION 2023-07 SETTING NEW OPERATIONS TAX REVENUE FOR 2024**

199 Mayor Westergard made a motion to adopt Resolution 2023-07, setting new operations tax  
200 revenue for 2024 at \$775,000, and the motion was seconded by Councilmember Summerhays.  
201 Chairman Earnshaw asked for a roll call vote. Board Members Decker, Summerhays, Meyers,  
202 Earnshaw, Westergard, and Horrocks voted “aye.” Board Members Bradshaw and Romney voted  
203 “nay.”

204

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

205  
206  
207  
208

209 At 10:09 p.m. Mayor Romney made a motion to move into a closed session to discuss the  
210 character or professional competence of an individual. Mayor Westergard seconded the motion.

211

212 Attending the closed session was:

213

214 Rick Earnshaw, County Representative	Mayor Brian Horrocks, North Salt Lake City
215 Mayor Ken Romney, West Bountiful City	Mayor Ryan Westergard, Woods Cross City
216 Jennie Decker, County Representative	Councilmember Kate Bradshaw, Bountiful City
217 Councilmember Spencer Summerhays, Centerville City	
218 Tif Miller, Executive Director	Jayne Blakesley, District Attorney.

219

**SDRD RULES AND REGULATIONS SUBCOMMITTEE UPDATE**

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221

222 At 11:11 p.m. the regular board meeting resumed.

223

224 Mr. Blakesley reported that the subcommittee is now to the section that deals with coaches,  
225 clubs, and trainers that operate at the facility, currently they operate with slightly different rules in  
226 each area. Mr. Blakesley stated they are working towards rules to be implemented throughout the  
227 facility and that recent complaints in figure skating indicate this is not an area to be rushed in. The  
228 suggestion would be to temporarily suspend all figure skating activity at the facility, including  
229 District operated activities, until this section is finalized.

230

231 Councilmember Bradshaw made a motion to temporarily suspend all figure skating activities  
232 until after the February 2024 scheduled board meeting. Mayor Romney seconded the motion.  
233 Chairman Earnshaw called for a roll call vote. Board Members Horrocks, Westergard, Bradshaw,  
234 Romney, Earnshaw, Meyers, Summerhays, and Decker voted “aye.”

235

**ADJOURN**

236  
237

238 At 11:15 p.m. Mrs. Decker made a motion to adjourn.