

South Davis Recreation District

Board Meeting

January 8th, 2024

5:30 p.m.

REVISE NOTICE OF AND AGENDA FOR the South Davis Recreation District Board meeting to be held at 550 N 200 W at the South Davis Recreation Center and via electronic means at the date and time given above to help those who prefer not to attend in person. The public is invited to join electronically and can do so by emailing mary@southdavisrecreation.com to ask for the information on joining the meeting.

AGENDA

1. Welcome
2. Appointing of 2024 Board Chair and Vice Chair
3. Swearing in of New Board Member - Dell Butterfield, West Bountiful
4. Citizen Matters
5. Approval of December 11th, 2023 Board Meeting Minutes
6. Review and Approval of Expenditures/Financial Statement Review for Preliminary December Reports 2023
7. Open and Public Meetings Act Training – Jayme Blakesley
8. Open Public Hearing on Proposed Rate Increases (**6:00pm**)
9. Close Public Hearing on Proposed Rate Increases
10. Discussion on Proposed Rate Increases
11. Action on Resolution No. 2024-01 Adopting 2024 Rate Increases
12. SDRD Rules and Regulations Subcommittee Update
13. Approval of Resolution 2024-02 Adopting Updated District Rules and Regulations
14. Discussion on Possible IT Changes for 2024
15. Membership Report
16. Executive Director Report
17. Closed Session to discuss pending or reasonably imminent litigation and to discuss the character or professional competence of an individual
18. Next Board Meeting – **February 12th, 2024**
19. Adjourn

South Davis Recreation District Administrative Control Board Meeting

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

Board Members present:

Rick Earnshaw, County Representative
Todd Meyers, County Representative
Councilmember Spencer Summerhays, Centerville City
Mayor Ken Romney, West Bountiful City
Jennie Decker, County Representative
Councilmember Kate Bradshaw, Bountiful City
Mayor Ryan Westergard, Woods Cross City
Mayor Brian Horrocks, North Salt Lake City

Staff In Attendance:

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

Others in attendance:

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

Agenda items were taken out of order

WELCOME

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

CITIZEN MATTERS

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

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

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

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

APPROVAL OF NOVEMBER 6, 2023 AND NOVEMBER 13, 2023 BOARD MEETING MINUTES

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

REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW FOR NOVEMBER 2023

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

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

APPROVAL OF CALENDAR FOR 2024 BOARD MEETING SCHEDULE

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

REVIEW OF 2023 DISTRICT FRAUD RISK ASSESSMENT

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

PUBLIC HEARING ON PROPOSED RATE INCREASES

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

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

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 – 1st. 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:

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

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

DISCUSSION ON SDRD CASH RESERVES POLICY

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

DISCUSSION ON PROPOSED FY 2024 BUDGET

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

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

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

ACTION ON RESOLUTION 2023-10 ADOPTING FINAL FY 2024 BUDGET

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

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

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

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

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

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

Attending the closed session was:

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

SDRD RULES AND REGULATIONS SUBCOMMITTEE UPDATE

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

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

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

ADJOURN

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

SOUTH DAVIS RECREATION DISTRICT
Cash Disbursements Submitted For Approval
For the Period December 1-31, 2023

AGENDA ITEM # _____

VENDOR	PURPOSE	CHECK NO.	DOCUMENT DATE	CHECK AMOUNT
<u>Payroll & Electronic Disbursements:</u>				
1 SOUTH DAVIS RECREATION DISTRICT EMPLOYEES	PAYROLL CHECKS (employees not pd via dir deposit) PPE 12/02/2023	19963-19980	12/8/2023	3,301.16
2 SOUTH DAVIS RECREATION DISTRICT EMPLOYEES	PAYROLL (those paid via direct deposit) PPE 12/02/2023	ACH	12/8/2023	96,994.18
3 INTERNAL REVENUE SERVICE	FED TAX DEPOSIT FOR PAY PERIOD ENDING 12/02/2023	EFTPS	12/8/2023	22,962.67
4 UTAH STATE RETIREMENT SYSTEM	URS ACH DEPOSIT OF RETIREMENT MONEY FOR PPE 12/02/2023	ACH	12/12/2023	8,286.04
5 SOUTH DAVIS RECREATION DISTRICT EMPLOYEES	PAYROLL CHECKS (employees not pd via dir deposit) PPE 12/16/2023	19982-19997	12/22/2023	2,345.58
6 SOUTH DAVIS RECREATION DISTRICT EMPLOYEES	PAYROLL (those paid via direct deposit) PPE 12/16/2023	ACH	12/22/2023	83,674.42
7 INTERNAL REVENUE SERVICE	FED TAX DEPOSIT FOR PAY PERIOD ENDING 12/16/2023	EFTPS	12/22/2023	20,109.26
8 UTAH STATE RETIREMENT SYSTEM	URS ACH DEPOSIT OF RETIREMENT MONEY FOR PPE 12/16/2023	ACH	12/26/2023	6,805.25
9 STATE TAX COMMISSION	E-PMT OF SALES/RESTAURANT TAX FOR NOV 2023 SALES	ACH	12/27/2023	13,052.60
10 US BANK	PAYMENT FOR NOV 2023 BANK ANALYSIS FEE	ACH	12/31/2023	556.62
11 CREDIT CARD MERCHANTS	EPAYMENT FOR NOV 2023 CREDIT CARD FEES	ACH	12/31/2023	6,398.07
<u>Accounts Payable Check Disbursements:</u>				
12 AMERICAN NATIONAL RED CROSS	CPR/AED with First Aid	78612	12/6/2023	33.00
13 BLOMQUIST HALE CONSULTING GROUP	Employee Assistance Coverage	78613	12/6/2023	400.00
14 GRAINGER, INC.	Pool Springs	78614	12/6/2023	23.30
15 INNOVATIVE TIMING SYSTEMS, LLC	Disposable Race Timing Chip	78615	12/6/2023	1,457.00
16 MOUSER ELECTRONICS, INC.	Misc.Parts -Cust #30728618 / Minus SalesTax(Exempt	78616	12/6/2023	158.09
17 LOYAL PERCH MEDIA LLC	1/2 page ad for South Davis Rec Center	78617	12/6/2023	450.00
18 PLAYSPACE DESIGNS, INC.	Seal Wipes	78618	12/6/2023	75.60
19 ACE RECYCLING AND DISPOSAL, INC	Recycling Fees	78619	12/13/2023	89.00
20 INSIGHT COMMUNICATION LLC	Misc. Copies	78620	12/13/2023	147.34
21 AMAZON CAPITAL SERVICES, INC.	Misc. Parts and Supplies	78621	12/13/2023	448.09
22 BOUNTIFUL CITY	Fuel Purchase in Nov. 2023	78622	12/13/2023	87.40
23 CARPENTER PAPER CO.	Misc. Supplies	78623	12/13/2023	1,253.03
24 C E M MAINTENANCE INC	Pool Pump and Acid for floors	78624	12/13/2023	789.22
25 CINTAS CORP	Mats	78625	12/13/2023	265.96
26 DOMINION ENERGY UTAH	Account # 7275871119	78626	12/13/2023	5,790.67
27 GRAINGER, INC.	Misc. Parts/Supplies	78627	12/13/2023	205.74
28 HARTFORD-PRIORITY ACCOUNTS	12/23 GROUP TERM LIFE PREMIUM PAYMENT	78628	12/13/2023	483.10
29 HARTFORD-PRIORITY ACCOUNTS	12/23 SUPPLEMENTAL LIFE PREMIUM PAYMENT	78629	12/13/2023	205.91
30 HAYES GODFREY BELL, P.C.	Nov. 2023 Legal Fees	78630	12/13/2023	7,471.00
31 L.A. GRINDING CO.	Ice Knife Rental - Customer SDAVIS	78631	12/13/2023	250.00
32 INTERNATIONAL CITY MANAGEMENT ASSOCIATION	PPE 12/02/2023	78632	12/13/2023	165.51
33 INTERNATIONAL CITY MANAGEMENT ASSOCIATION	PPE 12/02/2023	78633	12/13/2023	242.47
34 NATIONAL BENEFIT SERVICES OPERATIONS	PPE 12/02/2023	78634	12/13/2023	651.75
35 NUCO2 INC. AND SUBSIDIARIES	Pool Co2	78635	12/13/2023	850.66
36 PERFORMANCE AUDIO	Spooktacular Event	78636	12/13/2023	154.00
37 POOL SUPPLY UNLIMITED	Hot Tub Parts	78637	12/13/2023	2,024.75
38 RIEDELL SHOES, INC.	Skates	78638	12/13/2023	105.37
39 STATE OF UTAH	DECEMBER 2023 STATE TAX WITHHOLDING	78639	12/13/2023	6,066.68

VENDOR	PURPOSE	CHECK NO.	DOCUMENT DATE	CHECK AMOUNT
40 STATE OF UTAH	DECEMBER 2023	78640	12/13/2023	66.56
41 STEP SAVER INC	Building Salt	78641	12/13/2023	79.80
42 NUSTREAM, INC.	Misc. Supplies	78642	12/13/2023	1,271.16
43 SUMMIT ENERGY, LLC	Gas Supply for November 2023	78643	12/13/2023	17,215.13
44 UMPIRES OF UTAH, LLC	Umpire Fees for South Davis Rec	78644	12/13/2023	380.50
45 UTAH RECREATION & PARKS ASSOC.	2023 Regional Directors Retreat	78645	12/13/2023	235.00
46 LAURA GABEL	Yard Sing Installation	78646	12/13/2023	60.00
47 INSIGHT COMMUNICATION LLC	Post Cards	78647	12/20/2023	45.98
48 AMAZON CAPITAL SERVICES, INC.	Pool Basketball Hoop	78648	12/20/2023	546.95
49 AMERICAN NATIONAL RED CROSS	Lifeguarding & Waterpark Skills	78649	12/20/2023	44.00
50 BLOMQUIST HALE CONSULTING GROUP	Employee Assistance Coverage	78651	12/20/2023	400.00
51 BOLDING, SHERI	Unclaimed Property Payroll Reissue	78652	12/20/2023	69.04
52 BOUNTIFUL CITY	Monthly Contract for November 2023	78653	12/20/2023	19,163.88
53 SASHA BUTTARS	Refund Cleaning Deposit	78654	12/20/2023	100.00
54 C E M MAINTENANCE INC	Pool parts, Pool chlorine & parts	78655	12/20/2023	8,788.37
55 CINTAS CORP	Mats	78656	12/20/2023	132.98
56 JOB CYRIL	Reimbursed for USA Swim Official	78658	12/20/2023	190.00
57 GRAINGER, INC.	Misc. Parts/Supplies	78663	12/20/2023	239.79
58 HODGSON, KIA	Reimbursed for US Masters Swim Fee	78664	12/20/2023	100.00
59 INNOVATIVE TIMING SYSTEMS, LLC	New Software License for Jaguar System	78665	12/20/2023	1,046.00
60 MELINA ITINOSE	Refund Membership Fee due to Withdrawals	78666	12/20/2023	92.78
61 KRIS LARSEN	Refund Cleaning Deposit	78668	12/20/2023	200.00
62 MADALYN LEE	Refund Membership Fee	78670	12/20/2023	31.64
63 SCP DISTRIBUTORS, LLC	Rear Anchor for Low Diving Board	78671	12/20/2023	1,197.62
64 NUCO2 INC. AND SUBSIDIARIES	Pool Co2	78674	12/20/2023	221.91
65 POOL SUPPLY UNLIMITED	Misc. Parts and Supplies	78676	12/20/2023	428.44
66 CHAD REIMSCHUSSEL	Reimbursed for Coach Education Coarse	78677	12/20/2023	25.00
67 STANDARD PLUMBING SUPPLY CO.	Misc. Parts and Supplies	78680	12/20/2023	334.99
68 PICARD CORPORATION	Rink Salt	78681	12/20/2023	343.98
69 CHRISTI STURGEON	Reimbursed for Learn to Skate training & show	78682	12/20/2023	165.76
70 T-MOBILE USA, INC.	Account # 706133733	78683	12/20/2023	64.06
71 UTAH SWIMMING, INC.	Splash Fees for Dec Dentathlon	78684	12/20/2023	442.75
72 AUPERA VAN HUIZEN	Refund Swim Lessons	78685	12/20/2023	61.00
73 WASATCH FRONT FISH MARKET	IMX Swim Meet	78687	12/20/2023	2,756.00
74 LAURA GABEL	Yard Sign Installation	78689	12/20/2023	425.00
75 BOUNTIFUL CITY	Utilities	78690	12/27/2023	38,342.74
76 CALIBER CLEANING SERVICES LLC	Cleaning services for November	78691	12/27/2023	8,640.00
77 CANON SOLUTIONS AMERICA INC	Copier maint & usage fees	78692	12/27/2023	1,054.67
78 CARPENTER PAPER CO.	Ice Melt	78693	12/27/2023	200.58
79 C E M MAINTENANCE INC	Cust# SOU04	78694	12/27/2023	487.34
80 CINTAS CORP	Mats Cust# South Davis Recreation	78695	12/27/2023	132.98
81 CODALE ELECTRIC SUPPLY, INC.	Lights	78696	12/27/2023	452.40
82 DAVIS COUNTY GOVERNMENT	Acct# AR0000181	78697	12/27/2023	1,800.00
83 GRAINGER, INC.	Misc parts and supplies	78698	12/27/2023	834.66
84 CITIBANK, N.A.	Misc parts	78699	12/27/2023	83.99

	VENDOR	PURPOSE	CHECK NO.	DOCUMENT DATE	CHECK AMOUNT
85	JACKSON ULTIMATE SKATES, INC	Cust# 53442	78700	12/27/2023	139.96
86	INTERNATIONAL CITY MANAGEMENT ASSOCIATION	PPE 12/16/2023	78701	12/27/2023	127.43
87	INTERNATIONAL CITY MANAGEMENT ASSOCIATION	PPE 12/16/2023	78702	12/27/2023	240.97
88	NATIONAL BACKGROUND & SCREENING SERVICES LLC	Background checks	78703	12/27/2023	47.80
89	NATIONAL BENEFIT SERVICES OPERATIONS	PPE 12/25/2023	78704	12/27/2023	651.75
90	NATIONAL BENEFIT SERVICES OPERATIONS	NBS ADMIN FEES NOVEMBER	78705	12/27/2023	52.00
91	NUCO2 INC. AND SUBSIDIARIES	Pool CO2	78706	12/27/2023	617.58
92	PACIFIC FITNESS PRODUCTS LLC	Bike seat & pedal parts	78707	12/27/2023	372.59
93	PROVANTAGE	Printers	78708	12/27/2023	474.08
94	REDEFINED NUTRITION LLC	Shred it meal plan for Wendy Jones	78709	12/27/2023	200.00
95	STATE OF UTAH	CustRef# 728 - south davis recreation ctr	78710	12/27/2023	490.54
96	U.S. BANK	Acct# 4485 5945 5554 2545	78711	12/27/2023	7,136.22
97	UTAH RECREATION & PARKS ASSOC.	URPA renewal	78712	12/27/2023	495.00
98	ADAM WILLIAMS	Employee reimbursement for clothing	78713	12/27/2023	126.53
TOTAL CASH DISBURSEMENTS FOR BOARD APPROVAL.....					<u>\$ 414,998.37</u>

Cash & Investments - South Davis Recreation District

Total Restricted and Unrestricted Cash & Investments - 11/30/2023	4,821,081
Increase/(decrease) from previous cash report	1,318,327
Total Restricted and Unrestricted Cash & Investments as of 12/31/2023 (Prelim.)	\$ 6,139,408 *

Restrictions on Cash vs Availability

[A] Reserve for Repair and Replacement target (acct 56-292200)	\$ 2,500,000
[B] Allowance for emergency (4 months) operating reserve	1,964,456
[C] Approved 2023 capital projects	185,220
[D] Legally restricted cash collected on the debt service property tax levy	<u>413,446</u>
Total Restrictions on Cash.	\$ <u>5,063,122</u>
Total of Cash Reserves (before 1/2/24 bond payment of \$1,252,800).	\$ <u>1,076,286</u>

NOTES:

This cash analysis does not consider residual cash surpluses or deficits from future operations. It is just an analysis of current cash balances compared to known cash outflows, reserve requirements, and current-year capital plans.

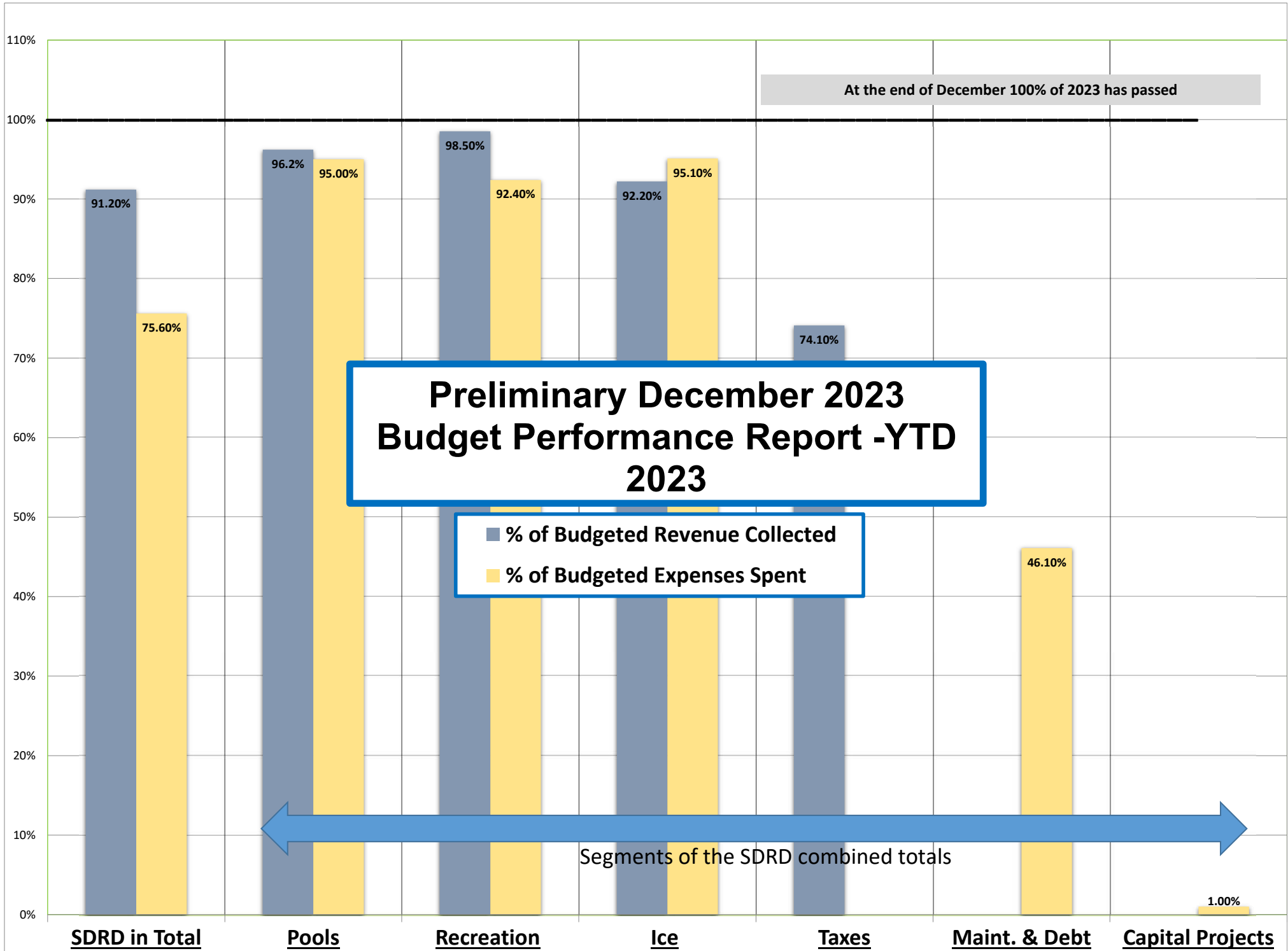
* Represents cash and investments of all types actually on books as of report date.

- [A] Per Resolution 2010-05 (8/16/10), the Board designated "...\$2.5 million and any additional accumulated amounts for enhancement, maintenance, and replacement, and any potential viable projects that are deemed acceptable". (This is not the same as the 4-mo oper reserve of \$1.5 million)
- [B] This amount represents approx. 4 months' average operating expenses. It is prudent business practice to set aside an emergency reserve to cover normal operating expenses in case of unforeseen problems or major downturn in operating revenues. The amount (or number of months of reserve) is at the Board's discretion. This amount (4 mos) was decided upon at the 8/2010 Bd Mtg and committed to policy via Resolution 2010-05. *(Estimate based on average of 2022's monthly operating expenses). When the 2010-05 policy was adopted the 4 month reserve totaled \$1.2 million.*
- [C] This reflects the 2023 capital projects approved by the Board.
- [D] Davis County has over collected and remitted property taxes on the District's debt service levy. As all collections on a debt service levy are legally restricted to be used only for debt service, the District must use this over remitted money on future debt service payments.

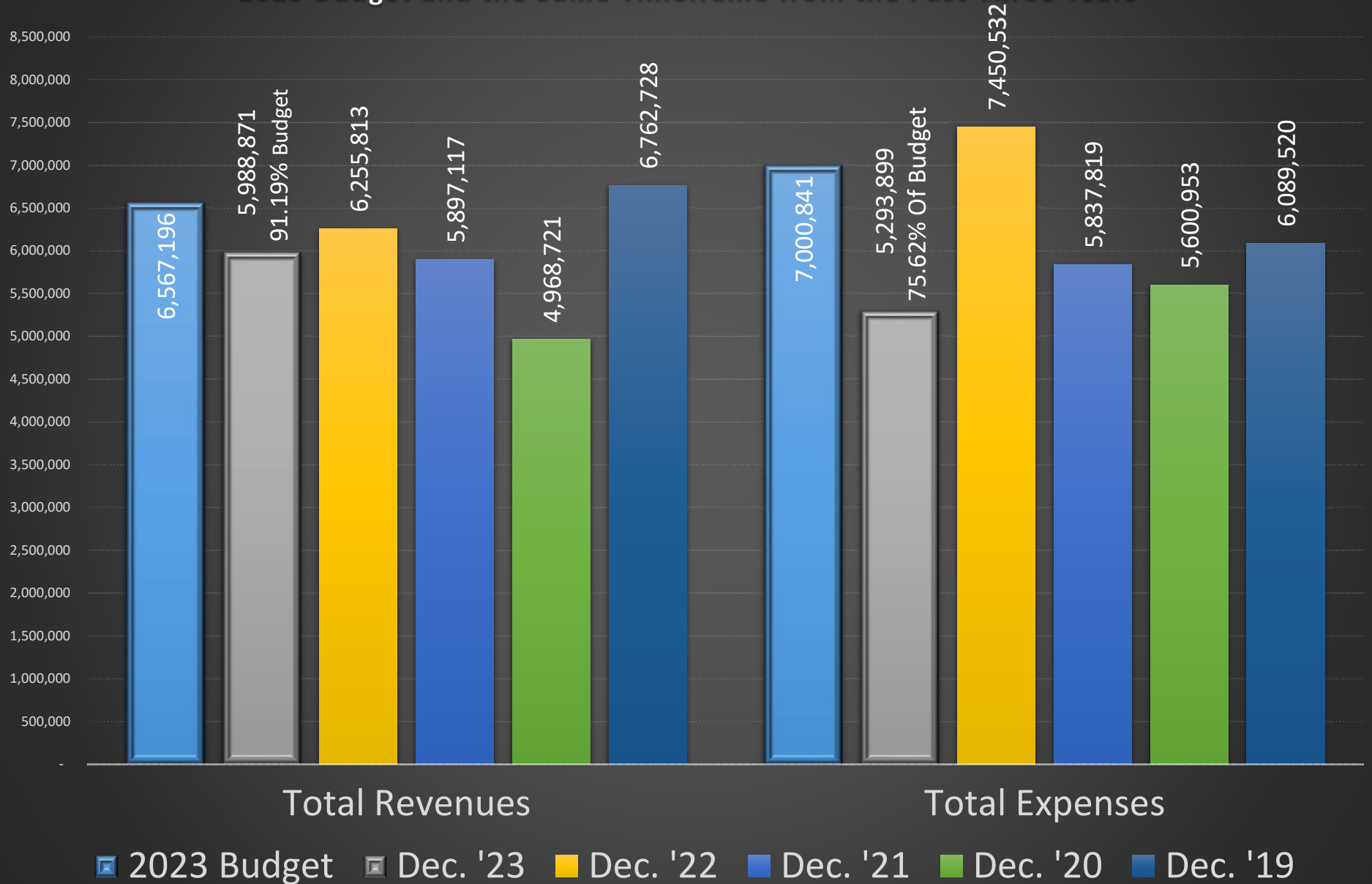
Note: beginning with the November 2023 report there is no longer a line to "reserve" cash for the next 12 months of debt service payments. Since the District has a dedicated tax levy for bond payments a reserve is not deemed necessary.

SDRD cash trend - Past 4 years & 11 months



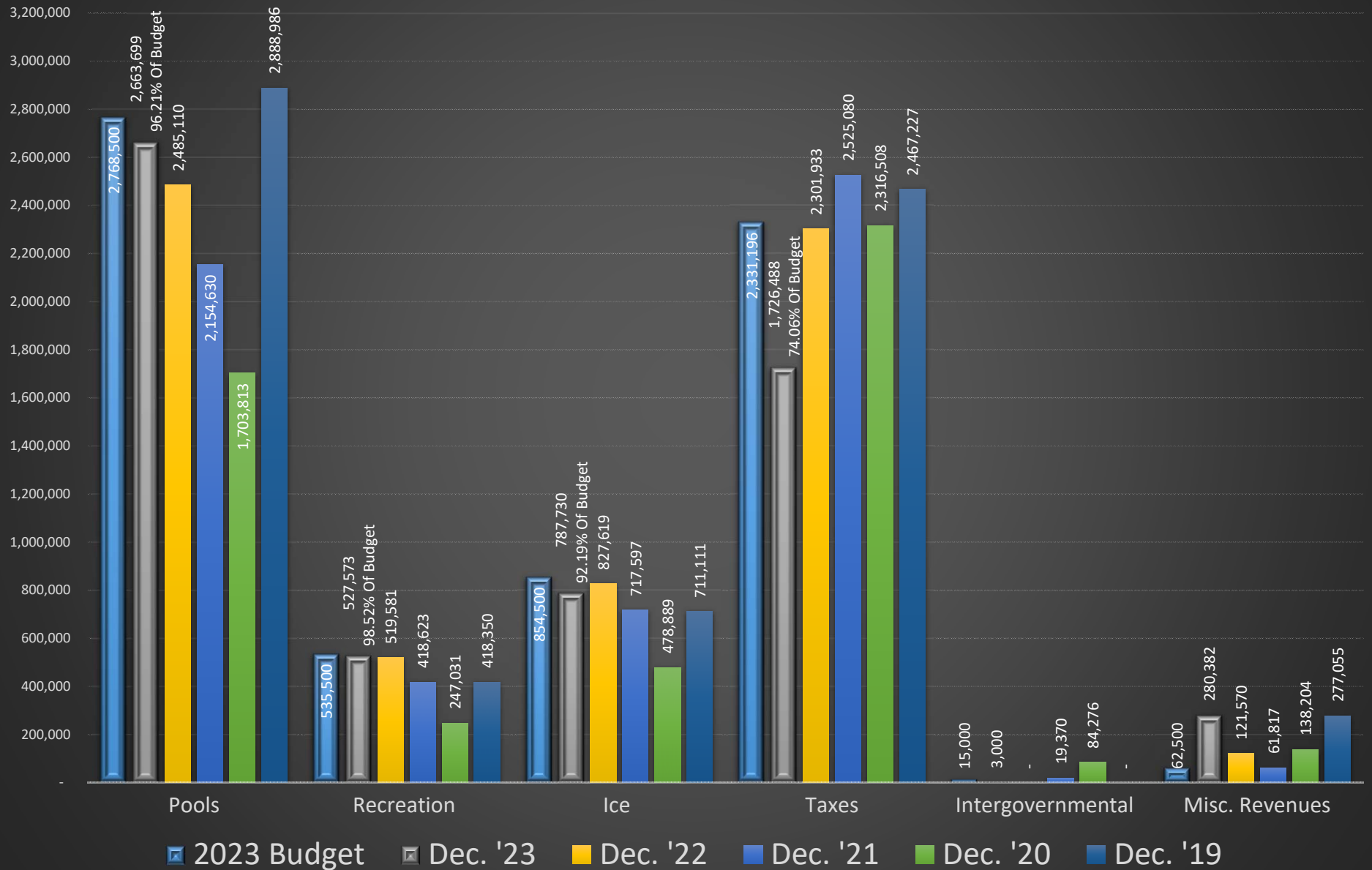


Preliminary December YTD 2023 Revenues and Expenses Compared to the 2023 Budget and the Same Timeframe from the Past Three Years

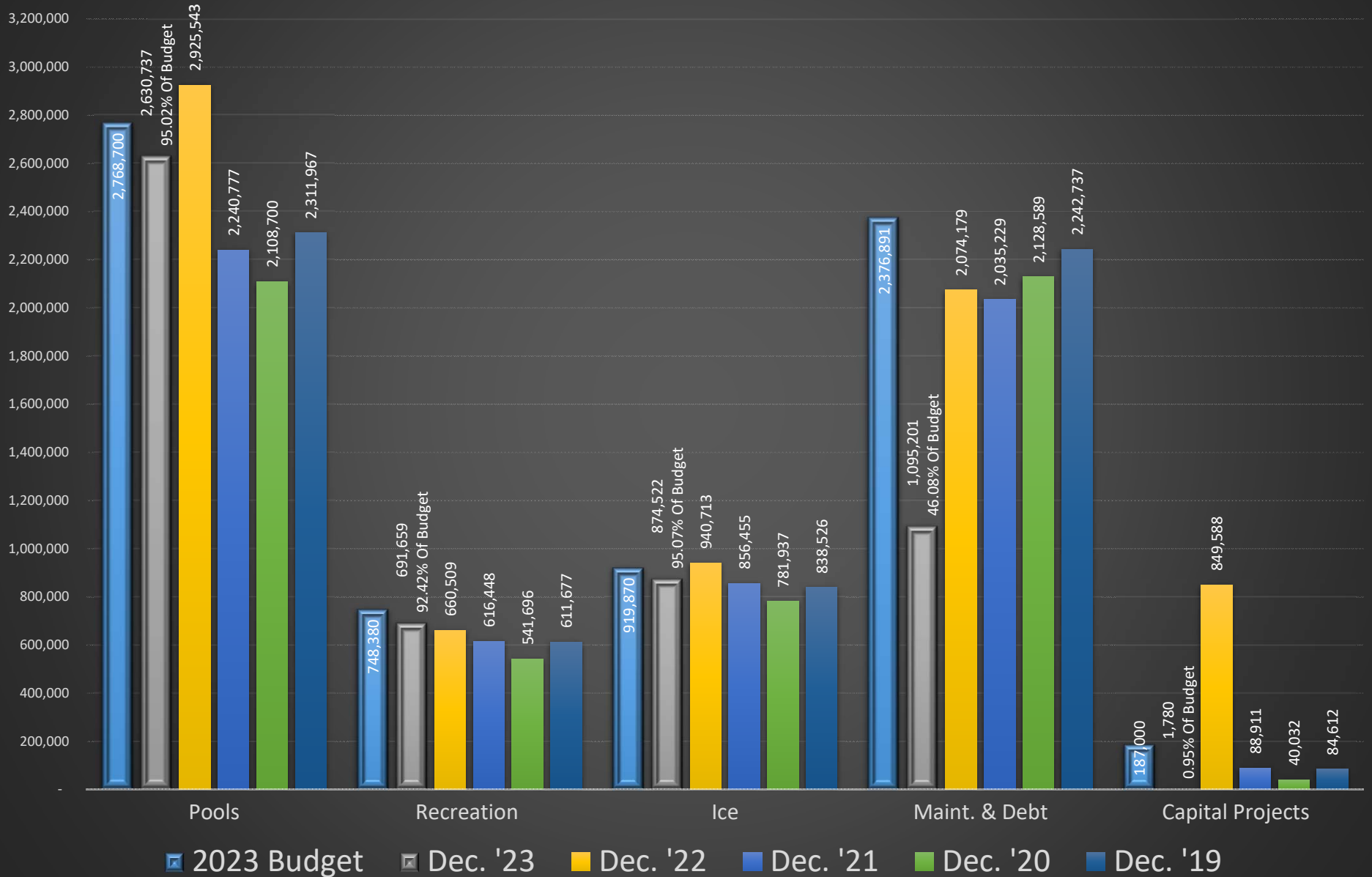


Preliminary revenues are missing final tax distributions (~\$440,000) as well as other yearend accruals. Preliminary expenses are missing depreciation expense (~\$856,000) as well as one more payroll and other yearend accruals.

Preliminary December YTD 2023 Revenues Compared to the 2023 Budget and Revenues of the Same Timeframe of the Past Three Years



Preliminary December YTD 2023 Departmental Expenses Compared to the 2023 Budget and Expenses of the Same Timeframe of the Past Three Years



South Davis Recreation District

PRELIM. DECEMBER 2023 YTD REVENUE REPORT

FOR 2023 12

			ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 SWIMMING POOL REVENUE									
563000	347225	Special Events Donat	-20,000	-20,000	-9,885.00	.00	.00	-10,115.00	49.4%
564100	347210	DailyAdmissions-Pool	-670,000	-670,000	-682,062.93	-57,616.47	.00	12,062.93	101.8%
564100	347215	Season Passes - Pool	-640,000	-640,000	-696,919.94	-59,355.13	.00	56,919.94	108.9%
564100	347216	Summer Passes	0	0	-19,006.30	.00	.00	19,006.30	100.0%
564100	347217	EFT Mthly Pay Annual	-510,000	-510,000	-493,508.02	-40,544.99	.00	-16,491.98	96.8%
564100	347218	EFT Mthly Pay Set-Up	-21,000	-21,000	-18,650.00	-1,080.00	.00	-2,350.00	88.8%
564100	347220	Ticket Sales-Spcl Ev	-17,000	-17,000	-15,344.61	.00	.00	-1,655.39	90.3%
564100	347221	Special Events-Races	-110,000	-110,000	-99,796.00	-10,060.00	.00	-10,204.00	90.7%
564100	347250	Fitness Class - Pool	-4,500	-4,500	-7,471.50	-2,233.00	.00	2,971.50	166.0%
564100	347260	Lessons - Pool	-250,000	-250,000	-190,660.50	-11,999.00	.00	-59,339.50	76.3%
564100	347262	Private Swim Lessons	-50,000	-50,000	-32,034.00	-842.00	.00	-17,966.00	64.1%
564100	347265	Personal Trainers -	-70,000	-70,000	-77,066.00	-7,735.00	.00	7,066.00	110.1%
564100	347280	Aquatic Teams Regist	-165,000	-165,000	-163,616.25	-14,045.50	.00	-1,383.75	99.2%
564100	347281	Water Polo Registrat	-40,000	-40,000	-31,004.00	.00	.00	-8,996.00	77.5%
564100	347282	Swim Team Program Fu	-45,000	-45,000	-10,075.67	.00	.00	-34,924.33	22.4%
564100	347290	Day Care	-15,000	-15,000	-14,826.75	-821.50	.00	-173.25	98.8%
564200	347271	Lap Pool Rent&SDRD S	-65,000	-65,000	-49,443.85	-1,020.00	.00	-15,556.15	76.1%
564200	347275	Facil Rntl-Hrly/All	-35,000	-35,000	-32,951.44	-2,163.50	.00	-2,048.56	94.1%
564200	347276	Facil Rntl-Party Roo	-20,000	-20,000	-16,200.00	-1,680.00	.00	-3,800.00	81.0%
564300	347240	Snack Bar Sales - Po	-15,000	-15,000	.00	.00	.00	-15,000.00	.0%
564300	347241	Merchandise Sales -	-6,000	-6,000	-3,176.01	-121.58	.00	-2,823.99	52.9%
TOTAL SWIMMING POOL REVENUE			-2,768,500	-2,768,500	-2,663,698.77	-211,317.67	.00	-104,801.23	96.2%
TOTAL REVENUES			-2,768,500	-2,768,500	-2,663,698.77	-211,317.67	.00	-104,801.23	
15 RECREATION REVENUE									
563000	347425	Special Events Donat	-20,000	-20,000	-18,425.00	.00	.00	-1,575.00	92.1%
564100	347460	Lessons - Rec	-35,000	-35,000	-33,740.50	.00	.00	-1,259.50	96.4%
564100	347480	Team Sports	-250,000	-250,000	-243,901.62	.00	.00	-6,098.38	97.6%
564100	347481	Jr. Jazz Registratio	-200,000	-200,000	-200,842.49	-31,377.66	.00	842.49	100.4%
564100	347482	Adaptive Programs Re	-5,000	-5,000	-696.00	.00	.00	-4,304.00	13.9%
564200	347470	Facility Rntl-Gym/Mt	-20,000	-20,000	-25,821.90	-245.00	.00	5,821.90	129.1%
564300	347440	Snack Sales-Zesiger	-1,500	-1,500	-1,035.94	.00	.00	-464.06	69.1%
564300	347450	Vending Mach Commiss	-4,000	-4,000	-3,109.10	-378.14	.00	-890.90	77.7%
TOTAL RECREATION REVENUE			-535,500	-535,500	-527,572.55	-32,000.80	.00	-7,927.45	98.5%
TOTAL REVENUES			-535,500	-535,500	-527,572.55	-32,000.80	.00	-7,927.45	
20 ICE RINK REVENUE									

PRELIM. DECEMBER 2023 YTD REVENUE REPORT

FOR 2023 12

20	ICE RINK REVENUE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
563000 347825	Special Events Donat	-10,000	-10,000	.00	.00	.00	-10,000.00	.0%
564100 347810	DailyAdmissions-IceR	-110,000	-110,000	-99,126.52	-28,319.13	.00	-10,873.48	90.1%
564100 347811	DailyAdmiss.-IceRibb	-80,000	-80,000	-73,858.40	-46,456.76	.00	-6,141.60	92.3%
564100 347815	Season Passes - Ice	-122,000	-122,000	-122,985.88	-10,474.43	.00	985.88	100.8%
564100 347816	Summer Passes	0	0	-3,354.05	.00	.00	3,354.05	100.0%
564100 347817	EFT Mthly Pay Annual	-92,000	-92,000	-87,089.45	-7,154.97	.00	-4,910.55	94.7%
564100 347820	Ticket Sales-Spcl Ev	-5,000	-5,000	-1,969.47	.00	.00	-3,030.53	39.4%
564100 347830	Groupon Voucher Sale	-10,000	-10,000	-4,854.78	-409.47	.00	-5,145.22	48.5%
564100 347860	Skate Lessons	-65,000	-65,000	-58,731.50	1,270.50	.00	-6,268.50	90.4%
564200 347871	Facil Rntl-Hockey/Fi	-165,000	-165,000	-150,098.57	-26,730.00	.00	-14,901.43	91.0%
564200 347872	Facil Rntl-Frstyl/Co	-60,000	-60,000	-58,265.00	-1,826.00	.00	-1,735.00	97.1%
564200 347874	Rental - Ice Skates	-68,000	-68,000	-69,860.21	-19,776.80	.00	1,860.21	102.7%
564200 347875	Facil Rntl-All Nite	-3,500	-3,500	-2,920.00	-1,175.00	.00	-580.00	83.4%
564200 347876	Facil Rntl-Party Roo	-5,500	-5,500	-6,680.00	-1,300.00	.00	1,180.00	121.5%
564200 347877	Rental-Skates-Ribbon	-55,000	-55,000	-47,525.20	-27,707.39	.00	-7,474.80	86.4%
564300 347840	Snack Bar Sls-Main S	0	0	-108.97	.00	.00	108.97	100.0%
564300 347841	Merchandise Sales -	-2,500	-2,500	-297.01	-17.05	.00	-2,202.99	11.9%
564300 347842	Merchandise Sales -	-1,000	-1,000	-4.66	.00	.00	-995.34	.5%
TOTAL ICE RINK REVENUE		-854,500	-854,500	-787,729.67	-170,076.50	.00	-66,770.33	92.2%
TOTAL REVENUES		-854,500	-854,500	-787,729.67	-170,076.50	.00	-66,770.33	
22 TAXES								
561000 311000	General Property Tax	-915,000	-915,000	-715,696.19	-553,028.70	.00	-199,303.81	78.2%
561000 311010	Genl Prop Taxes-Debt	-1,112,196	-1,112,196	-869,939.26	-672,214.55	.00	-242,256.74	78.2%
561000 311020	Property Tax Increme	-120,000	-120,000	.00	.00	.00	-120,000.00	.0%
561000 312000	Prior Yrs'Taxes-DeIn	-62,000	-62,000	-52,396.76	-3,079.90	.00	-9,603.24	84.5%
561000 315000	Fees-In-Lieu Of Prop	-122,000	-122,000	-88,456.09	-7,260.93	.00	-33,543.91	72.5%
TOTAL TAXES		-2,331,196	-2,331,196	-1,726,488.30	-1,235,584.08	.00	-604,707.70	74.1%
TOTAL REVENUES		-2,331,196	-2,331,196	-1,726,488.30	-1,235,584.08	.00	-604,707.70	
24 INTERGOVERNMENTAL								
563000 383050	Interlocal Agreement	-15,000	-15,000	-3,000.00	.00	.00	-12,000.00	20.0%
TOTAL INTERGOVERNMENTAL		-15,000	-15,000	-3,000.00	.00	.00	-12,000.00	20.0%
TOTAL REVENUES		-15,000	-15,000	-3,000.00	.00	.00	-12,000.00	
25 OTHER REVENUE								

PRELIM. DECEMBER 2023 YTD REVENUE REPORT

FOR 2023 12

25	OTHER REVENUE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
562000 369000	Sundry Revenues	-20,500	-20,500	-28,194.99	-10,636.47	.00	7,694.99	137.5%
562000 369100	Concessionaire Lease	0	0	-3,005.20	-311.97	.00	3,005.20	100.0%
562100 361000	Interest Earnings	-35,000	-35,000	-246,747.43	-24,612.53	.00	211,747.43	705.0%
562100 361010	Interest Earnings -	-1,000	-1,000	-2,434.04	.00	.00	1,434.04	243.4%
563000 383010	Contributions/Donati	-6,000	-6,000	.00	.00	.00	-6,000.00	.0%
	TOTAL OTHER REVENUE	-62,500	-62,500	-280,381.66	-35,560.97	.00	217,881.66	448.6%
	TOTAL REVENUES	-62,500	-62,500	-280,381.66	-35,560.97	.00	217,881.66	
	GRAND TOTAL	-6,567,196	-6,567,196	-5,988,870.95	-1,684,540.02	.00	-578,325.05	91.2%
** END OF REPORT - Generated by Tyson Beck **								

South Davis Recreation District

PRELIM. DECEMBER 2023 YTD EXPENSE REPORT

FOR 2023 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
565610 Department Swimming Pools							
35 PERSONNEL SERVICES							
565610 411000 Salaries - Perm Empl	465,000	465,000	435,522.72	37,287.54	.00	29,477.28	93.7%
565610 412000 Salaries-Temp & Part	0	0	2,642.38	.00	.00	-2,642.38	100.0%
565610 412010 Lifeguards/Swim Inst	740,000	740,000	709,320.51	45,320.16	.00	30,679.49	95.9%
565610 412020 Program Directors	15,000	15,000	6,210.38	221.00	.00	8,789.62	41.4%
565610 412030 Aerobics/Wt Trainers	180,000	180,000	186,164.25	15,585.27	.00	-6,164.25	103.4%
565610 412050 Cashier-Front Desk	170,000	170,000	142,039.43	12,856.64	.00	27,960.57	83.6%
565610 412080 Swim Team Coaches	65,000	65,000	82,209.00	3,902.00	.00	-17,209.00	126.5%
565610 412090 Daycare Staff	42,000	42,000	39,548.56	3,088.03	.00	2,451.44	94.2%
565610 412100 Persnl Trainer Share	45,000	45,000	49,149.50	4,760.50	.00	-4,149.50	109.2%
565610 412110 Priv Swim Lsn Instru	25,000	25,000	21,157.50	1,473.50	.00	3,842.50	84.6%
565610 413010 Fica Taxes	134,000	134,000	126,233.50	9,406.91	.00	7,766.50	94.2%
565610 413020 Employee Medical Ins	107,000	107,000	94,688.63	7,547.09	.00	12,311.37	88.5%
565610 413030 Employee Life Ins	2,900	2,900	2,495.80	212.00	.00	404.20	86.1%
565610 413040 State Retirement & 4	90,000	90,000	74,913.84	6,443.74	.00	15,086.16	83.2%
565610 413100 Workers Comp Insuran	20,000	20,000	20,352.02	1,246.67	.00	-352.02	101.8%
565610 425300 Vehicle Allowance	1,800	1,800	1,731.00	138.48	.00	69.00	96.2%
565610 462180 Accrued Comp Time Ex	1,000	1,000	.00	.00	.00	1,000.00	.0%
565610 462190 Accrued Sick Leave E	1,000	1,000	.00	.00	.00	1,000.00	.0%
565610 462200 Accrued Vacation Exp	2,000	2,000	.00	.00	.00	2,000.00	.0%
TOTAL PERSONNEL SERVICES	2,106,700	2,106,700	1,994,379.02	149,489.53	.00	112,320.98	94.7%
40 OPERATIONS & MAINTEN							
565610 421000 Books Subscriptions	20,000	20,000	20,606.39	3,390.25	.00	-606.39	103.0%
565610 422000 Public Notices	12,000	12,000	7,234.08	275.00	.00	4,765.92	60.3%
565610 423000 Travel & Training	7,000	7,000	4,196.98	235.00	.00	2,803.02	60.0%
565610 424000 Office Supplies	9,000	9,000	11,902.80	1,235.05	.00	-2,902.80	132.3%
565610 425000 Equip Supplies & Mai	20,000	20,000	12,991.96	1,413.10	.00	7,008.04	65.0%
565610 426000 Bldg & Grnd Suppl &	110,000	110,000	122,597.76	16,461.92	.00	-12,597.76	111.5%
565610 428000 Telephone Expense	3,000	3,000	2,727.82	204.67	.00	272.18	90.9%
565610 431000 Profess & Tech Servi	15,000	15,000	2,332.34	.00	.00	12,667.66	15.5%
565610 431040 Bank Account Fees	6,000	6,000	4,332.80	389.63	.00	1,667.20	72.2%
565610 431050 Credit Card Merchant	65,000	65,000	73,182.86	4,478.65	.00	-8,182.86	112.6%
565610 431100 Legal And Auditing F	16,000	16,000	26,797.62	3,735.50	.00	-10,797.62	167.5%

South Davis Recreation District

PRELIM. DECEMBER 2023 YTD EXPENSE REPORT

FOR 2023 12

			ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
565610	431500	Acctg & Payroll Serv	75,000	75,000	79,770.00	17,690.00	.00	-4,770.00	106.4%
565610	445200	Lifeguard Uniforms	7,000	7,000	6,143.26	-7.00	.00	856.74	87.8%
565610	448000	Operating Supplies	35,000	35,000	27,889.73	603.18	.00	7,110.27	79.7%
565610	448200	Water Polo Program E	28,000	28,000	25,002.00	40.36	.00	2,998.00	89.3%
565610	448210	Swim Team Program Ex	40,000	40,000	29,269.99	3,488.75	.00	10,730.01	73.2%
565610	448240	Items Purchasd for R	6,000	6,000	2,400.78	.00	.00	3,599.22	40.0%
565610	448250	Snack Bar Supplies	10,000	10,000	.00	.00	.00	10,000.00	.0%
565610	448300	Party Room Supplies	3,000	3,000	.00	.00	.00	3,000.00	.0%
565610	448400	Day Care Supplies	2,000	2,000	1,205.21	.00	.00	794.79	60.3%
565610	448700	Special Events Suppl	80,000	80,000	81,019.42	6,821.47	.00	-1,019.42	101.3%
565610	451100	Insurance & Surety B	87,000	87,000	89,580.50	.00	.00	-2,580.50	103.0%
565610	461000	Miscellaneous Expens	6,000	6,000	5,218.16	311.95	.00	781.84	87.0%
565610	463000	Cash Over Or Short	0	0	-44.42	5.79	.00	44.42	100.0%
TOTAL OPERATIONS & MAINTEN			662,000	662,000	636,358.04	60,773.27	.00	25,641.96	96.1%
TOTAL Department Swimming Pools			2,768,700	2,768,700	2,630,737.06	210,262.80	.00	137,962.94	95.0%
TOTAL EXPENSES			2,768,700	2,768,700	2,630,737.06	210,262.80	.00	137,962.94	
565630 Department Recreation									
35 PERSONNEL SERVICES									
565630	411000	Salaries - Perm Empl	175,000	175,000	171,407.39	14,973.67	.00	3,592.61	97.9%
565630	412000	Salaries-Temp & Part	200,000	200,000	206,678.56	19,452.16	.00	-6,678.56	103.3%
565630	413010	Fica Taxes	29,000	29,000	28,099.57	2,600.15	.00	900.43	96.9%
565630	413020	Employee Medical Ins	59,000	59,000	56,295.64	4,676.07	.00	2,704.36	95.4%
565630	413030	Employee Life Ins	1,100	1,100	937.10	76.60	.00	162.90	85.2%
565630	413040	State Retirement & 4	33,500	33,500	28,155.26	1,859.21	.00	5,344.74	84.0%
565630	413060	Unemployment Reimb	0	0	863.30	66.56	.00	-863.30	100.0%
565630	413100	workers Comp Insuran	5,000	5,000	4,461.14	345.67	.00	538.86	89.2%
565630	425300	Vehicle Allowance	1,080	1,080	1,038.50	83.08	.00	41.50	96.2%
565630	462180	Accrued Comp Time Ex	300	300	.00	.00	.00	300.00	.0%
565630	462190	Accrued Sick Leave E	1,000	1,000	.00	.00	.00	1,000.00	.0%
565630	462200	Accrued Vacation Exp	2,000	2,000	.00	.00	.00	2,000.00	.0%
TOTAL PERSONNEL SERVICES			506,980	506,980	497,936.46	44,133.17	.00	9,043.54	98.2%
40 OPERATIONS & MAINTEN									
565630	421000	Books Subscriptions	2,000	2,000	2,024.97	199.00	.00	-24.97	101.2%

PRELIM. DECEMBER 2023 YTD EXPENSE REPORT

FOR 2023 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
565630 422000 Public Notices	4,000	4,000	3,132.88	165.00	.00	867.12	78.3%
565630 423000 Travel & Training	2,000	2,000	2,426.23	.00	.00	-426.23	121.3%
565630 424000 Office Supplies	2,500	2,500	2,724.66	268.21	.00	-224.66	109.0%
565630 425000 Equip Supplies & Mai	3,500	3,500	1,912.79	.00	.00	1,587.21	54.7%
565630 426050 Field Prep & Util-By	3,500	3,500	3,153.00	297.00	.00	347.00	90.1%
565630 428000 Telephone Expense	2,000	2,000	1,301.26	52.32	.00	698.74	65.1%
565630 431000 Profess & Tech Servi	18,000	18,000	5,559.50	380.50	.00	12,440.50	30.9%
565630 431040 Bank Account Fees	900	900	618.97	55.66	.00	281.03	68.8%
565630 431050 Credit Card Merchant	9,000	9,000	10,454.70	639.81	.00	-1,454.70	116.2%
565630 431500 Acctg & Payroll Serv	38,000	38,000	31,040.00	.00	.00	6,960.00	81.7%
565630 448000 Operating Supplies	93,000	93,000	94,260.62	247.98	.00	-1,260.62	101.4%
565630 448100 Jr. Jazz Program Exp	56,000	56,000	29,078.94	.00	.00	26,921.06	51.9%
565630 448250 Snack Bar Supply-Zes	1,000	1,000	.00	.00	.00	1,000.00	.0%
565630 461000 Miscellaneous Expens	6,000	6,000	6,034.20	235.85	.00	-34.20	100.6%
TOTAL OPERATIONS & MAINTEN	241,400	241,400	193,722.72	2,541.33	.00	47,677.28	80.2%
TOTAL Department Recreation	748,380	748,380	691,659.18	46,674.50	.00	56,720.82	92.4%
TOTAL EXPENSES	748,380	748,380	691,659.18	46,674.50	.00	56,720.82	
565650 Department Ice Arena							
35 PERSONNEL SERVICES							
565650 411000 Salaries - Perm Empl	205,000	205,000	196,778.29	17,706.77	.00	8,221.71	96.0%
565650 412000 Salaries-Temp & Part	230,000	230,000	239,890.37	18,751.02	.00	-9,890.37	104.3%
565650 412120 Salaries-Temp&Part-T	35,000	35,000	29,480.48	8,868.69	.00	5,519.52	84.2%
565650 412200 Board Member Compens	12,000	12,000	9,960.00	1,280.00	.00	2,040.00	83.0%
565650 413010 Fica Taxes	36,000	36,000	37,316.77	3,573.02	.00	-1,316.77	103.7%
565650 413020 Employee Medical Ins	45,000	45,000	42,916.49	3,734.14	.00	2,083.51	95.4%
565650 413030 Employee Life Ins	1,250	1,250	1,119.38	98.56	.00	130.62	89.6%
565650 413040 State Retirement & 4	39,000	39,000	33,107.65	2,979.41	.00	5,892.35	84.9%
565650 413100 Workers Comp Insuran	6,000	6,000	6,040.06	471.23	.00	-40.06	100.7%
565650 425300 Vehicle Allowance	5,520	5,520	5,308.00	424.64	.00	212.00	96.2%
565650 462180 Accrued Comp Time Ex	300	300	.00	.00	.00	300.00	.0%
565650 462190 Accrued Sick Leave E	2,000	2,000	.00	.00	.00	2,000.00	.0%
565650 462200 Accrued Vacation Exp	2,000	2,000	.00	.00	.00	2,000.00	.0%
TOTAL PERSONNEL SERVICES	619,070	619,070	601,917.49	57,887.48	.00	17,152.51	97.2%
40 OPERATIONS & MAINTEN							
565650 421000 Books Subscriptions	3,500	3,500	4,729.28	215.08	.00	-1,229.28	135.1%

PRELIM. DECEMBER 2023 YTD EXPENSE REPORT

FOR 2023 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
565650 422000 Public Notices	6,000	6,000	2,951.23	165.52	.00	3,048.77	49.2%
565650 423000 Travel & Training	1,500	1,500	1,448.28	.00	.00	51.72	96.6%
565650 424000 Office Supplies	3,500	3,500	3,956.09	292.64	.00	-456.09	113.0%
565650 425000 Equip Supplies & Mai	8,000	8,000	7,102.50	.00	.00	897.50	88.8%
565650 425010 EquipSupplies&Maint-	1,500	1,500	498.00	.00	.00	1,002.00	33.2%
565650 426000 Bldg Supplies & Main	18,000	18,000	6,763.85	461.86	.00	11,236.15	37.6%
565650 426010 Bldg Supplies & Maint	1,000	1,000	147.34	.00	.00	852.66	14.7%
565650 427010 Utilities - Ice Ribb	18,000	18,000	17,971.03	5,958.70	.00	28.97	99.8%
565650 428000 Telephone Expense	2,000	2,000	1,250.30	103.09	.00	749.70	62.5%
565650 431000 Profess & Tech Servi	15,000	15,000	1,943.00	.00	.00	13,057.00	13.0%
565650 431040 Bank Account Fees	1,800	1,800	1,237.98	111.33	.00	562.02	68.8%
565650 431050 Credit Card Merchant	17,000	17,000	20,909.35	1,279.61	.00	-3,909.35	123.0%
565650 431100 Legal And Auditing F	16,000	16,000	26,071.25	3,735.50	.00	-10,071.25	162.9%
565650 431500 Acctg & Payroll Serv	75,000	75,000	70,760.00	.00	.00	4,240.00	94.3%
565650 448000 Operating Supplies	14,000	14,000	13,191.33	1,187.30	.00	808.67	94.2%
565650 448010 Operating Supplies -	4,000	4,000	1,041.95	380.21	.00	2,958.05	26.0%
565650 448240 Resale Items	2,000	2,000	.00	.00	.00	2,000.00	.0%
565650 448241 Purchases for Resale	1,000	1,000	.00	.00	.00	1,000.00	.0%
565650 448250 Snack Bar Supplies	0	0	-242.97	.00	.00	242.97	100.0%
565650 448300 Party Room Supplies	1,000	1,000	.00	.00	.00	1,000.00	.0%
565650 448700 Special Events Suppl	1,000	1,000	6.90	.00	.00	993.10	.7%
565650 451100 Insurance & Surety B	87,000	87,000	89,580.50	.00	.00	-2,580.50	103.0%
565650 461000 Miscellaneous Expens	3,000	3,000	1,286.90	200.00	.00	1,713.10	42.9%
TOTAL OPERATIONS & MAINTEN	300,800	300,800	272,604.09	14,238.18	.00	28,195.91	90.6%
TOTAL Department Ice Arena	919,870	919,870	874,521.58	72,125.66	.00	45,348.42	95.1%
TOTAL EXPENSES	919,870	919,870	874,521.58	72,125.66	.00	45,348.42	
565670 Department Maintenance & Debt							
35 PERSONNEL SERVICES							
565670 411000 Salaries - Perm Empl	197,000	197,000	186,623.85	16,605.24	.00	10,376.15	94.7%
565670 412000 Salaries-Temp & Part	8,000	8,000	6,890.60	484.19	.00	1,109.40	86.1%
565670 413010 Fica Taxes	15,000	15,000	14,481.37	1,282.41	.00	518.63	96.5%
565670 413020 Employee Medical Ins	51,000	51,000	38,101.71	2,904.78	.00	12,898.29	74.7%
565670 413030 Employee Life Ins	1,200	1,200	1,051.60	96.04	.00	148.40	87.6%
565670 413040 State Retirement & 4	38,000	38,000	33,646.61	2,992.26	.00	4,353.39	88.5%
565670 413100 Workers Comp Insuran	3,000	3,000	2,422.34	172.48	.00	577.66	80.7%
565670 462180 Accrued Comp Time Ex	500	500	.00	.00	.00	500.00	.0%

South Davis Recreation District

PRELIM. DECEMBER 2023 YTD EXPENSE REPORT

FOR 2023 12

565670	Department	Maintenance & Debt	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
565670 462190	Accrued Sick Leave E		2,000	2,000	.00	.00	.00	2,000.00	.0%
565670 462200	Accrued Vacation Exp		2,000	2,000	.00	.00	.00	2,000.00	.0%
TOTAL PERSONNEL SERVICES			317,700	317,700	283,218.08	24,537.40	.00	34,481.92	89.1%
40 OPERATIONS & MAINTEN									
565670 421000	Books Subscriptions		500	500	523.31	103.75	.00	-23.31	104.7%
565670 423000	Travel & Training		1,000	1,000	374.00	.00	.00	626.00	37.4%
565670 424000	Office Supplies		500	500	143.68	.00	.00	356.32	28.7%
565670 425000	Equip Supplies & Mai		3,500	3,500	1,977.62	422.39	.00	1,522.38	56.5%
565670 426000	Bldg & Grnd Suppl &		115,000	115,000	92,141.62	8,590.00	.00	22,858.38	80.1%
565670 426500	GrndsMaint/Mowing/Sn		11,500	11,500	10,851.00	1,023.00	.00	649.00	94.4%
565670 427000	Utilities		465,000	465,000	510,506.57	55,389.84	.00	-45,506.57	109.8%
565670 428000	Telephone Expense		3,000	3,000	2,086.68	185.63	.00	913.32	69.6%
565670 434000	Janitorial Services		105,000	105,000	95,515.00	8,640.00	.00	9,485.00	91.0%
565670 448000	Operating Supplies		3,000	3,000	1,795.00	276.50	.00	1,205.00	59.8%
565670 461000	Miscellaneous Expens		750	750	552.00	100.00	.00	198.00	73.6%
565670 462110	Prop Tax Increment P		120,000	120,000	.00	.00	.00	120,000.00	.0%
TOTAL OPERATIONS & MAINTEN			828,750	828,750	716,466.48	74,731.11	.00	112,283.52	86.5%
45 DEBT SERVICE									
565670 481000	Principal On Bonds		1,130,000	1,130,000	.00	.00	.00	1,130,000.00	.0%
565670 482000	Interest on Bonds		145,600	145,600	145,600.00	72,800.00	.00	.00	100.0%
565670 482040	Int Exp-Dfrd Bond Rf		87,093	87,093	87,093.37	21,773.35	.00	-.37	100.0%
565670 482060	Int Exp-Bond Premium		-132,677	-132,677	-137,676.82	-34,419.22	.00	4,999.82	103.8%
565670 484000	Paying Agent/Trustee		425	425	500.00	.00	.00	-75.00	117.6%
TOTAL DEBT SERVICE			1,230,441	1,230,441	95,516.55	60,154.13	.00	1,134,924.45	7.8%
TOTAL Department Maintenance & D			2,376,891	2,376,891	1,095,201.11	159,422.64	.00	1,281,689.89	46.1%
TOTAL EXPENSES			2,376,891	2,376,891	1,095,201.11	159,422.64	.00	1,281,689.89	
565690 Capital Projects									
55 CAPITAL PROJECTS									
565690 472100	Buildings		10,000	10,000	.00	.00	.00	10,000.00	.0%

PRELIM. DECEMBER 2023 YTD EXPENSE REPORT

FOR 2023 12

565690	Capital Projects	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
565690 473100	Improv Other Than Bl	20,000	20,000	.00	.00	.00	20,000.00	.0%
565690 474100	Off Furniture & Equi	2,000	2,000	1,779.98	.00	.00	220.02	89.0%
565690 474500	Machinery & Equipmen	95,000	95,000	.00	.00	.00	95,000.00	.0%
565690 474550	Recreation Equipment	60,000	60,000	.00	.00	.00	60,000.00	.0%
TOTAL CAPITAL PROJECTS		187,000	187,000	1,779.98	.00	.00	185,220.02	1.0%
TOTAL Capital Projects		187,000	187,000	1,779.98	.00	.00	185,220.02	1.0%
TOTAL EXPENSES		187,000	187,000	1,779.98	.00	.00	185,220.02	
GRAND TOTAL		7,000,841	7,000,841	5,293,898.91	488,485.60	.00	1,706,942.09	75.6%

** END OF REPORT - Generated by Tyson Beck **

South Davis Recreation District
DEPOSITS, INVESTMENTS & RESERVES
as of close of business on
December 31, 2023

Date Prepared: January 4, 2024

Name of Bank or Issuer	Type of Account or Security	Year Ago Rate	Current Rate	Maturity Date	Purchase Date	Year Ago Face Amount or Dollar Amount	Current Month Face Amount or Dollar Amount	Current Month Net Earning <Charge>	Held at or Safekeeping Location	Fund Assigned To
U S Bank	Checking	N/A	N/A	N/A	N/A	1,553,631.46	1,580,650.94	(556.62)	U S Bank	Enterprise Fund
Utah State Treasurer	Public Treasurers' Investment Fund (PTIF)	3.8005%	5.4011%	N/A	N/A	4,643,670.94	4,514,694.41	24,612.53	State Treasurer	Enterprise Fund
Sub-total (District investable funds)						6,197,302.40	6,095,345.35	24,055.91		
U S Bank	2013 GO Refunding Bond Payment Escrow	N/A	N/A	N/A	N/A	0.00	0.00	0.00	U S Bank	Enterprise Fund
Sub-total (Bond escrow funds)						0.00	0.00	0.00		
Grand Total - Investable Funds and Bond Escrows:						6,197,302.40	6,095,345.35	24,055.91		

Notes:

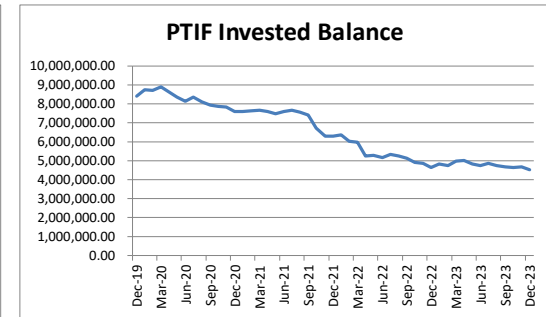
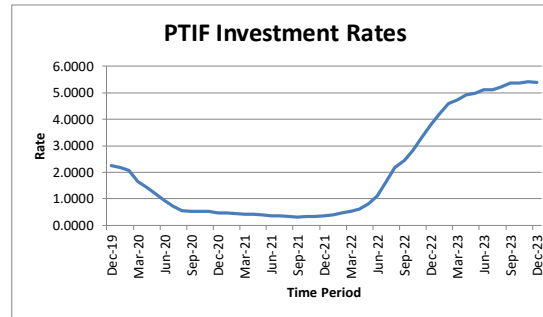
"Net Monthly Earning <Charge>" for checking is the net monthly bank service charges.

Next semi-annual bond payment (2013 G.O. Refunding Bonds) - due on 1/1/2024 in the amount of \$1,252,800

Prepared by & Title:

Galen D. Rasmussen

Galen D. Rasmussen, District Treasurer



RESOLUTION NO. 2024-01

**A RESOLUTION OF THE SOUTH DAVIS RECREATION DISTRICT
ADMINISTRATIVE CONTROL BOARD ADOPTING INCREASED FEES
FOR THE SOUTH DAVIS RECREATION CENTER**

WHEREAS, the South Davis Recreation District operates the South Davis Recreation Center for the benefit of the residents of the District and to support public welfare; and

WHEREAS, the Board of Trustees (“Board”) for the South Davis Recreation District, after study and review, has determined it is necessary and in the public interest to adopt increased fees for the South Davis Recreation Center; and

WHEREAS, the Board has held a public hearing to receive public input regarding the increase in fees and has determined that the adoption of the new fees for programming is in the public interest and will support the fiscal integrity of the District and service the needs of the community;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SOUTH DAVIS RECREATION DISTRICT AS FOLLOWS:

Section 1. Adoption of New Fees. The Board of the South Davis Recreation District hereby adopts the fees for the South Davis Recreation Center found in Exhibit A:

Section 2. Severability. If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 3. Effective Date. This Resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED BY THE BOARD OF THE SOUTH DAVIS RECREATION DISTRICT ON THIS 8th DAY OF JANUARY, 2024.

SOUTH DAVIS RECREATION DISTRICT

By: _____
Chair

ATTEST:

Clerk

Exhibit A

Fee	Current	Proposed
Figure Skating Pro Monthly Fee	\$100	\$150
25 Visit Pass – Adult *	\$150	\$175
25 Visit Pass – Youth/Senior *	\$100	\$125

**visit pass sales for non-residents have a \$10 increase to above pricing*

Rules and Regulations
of the
South Davis Recreation District

Updated:
December 21, 2023

1. Introduction

1.1 Purpose and Scope

These Rules and Regulations (“Regulations”) are established by the South Davis Recreation District (the “District”) to ensure the safe, orderly, and enjoyable operation of the South Davis Recreation Center (“Center”), the Bountiful Ice Ribbon, and the recreation programs administered by the District. These regulations apply to all visitors, members, participants, and staff.

1.2 Authority and Applicability

The District has the authority and responsibility to enforce these Regulations. Non-compliance may result in penalties or exclusion from District facilities and programs.

1.3 Disclaimer

Visitors, members, and participants use the Center, the Ice Ribbon, and participate in District activities at their own risk. The District is not responsible for accidents, injuries, or damage to personal property.

2. General Rules

2.1 Code of Conduct

The South Davis Recreation District is committed to creating a safe, welcoming, and inclusive environment for all. Our Code of Conduct outlines the expected behavior and values that all individuals associated with the District must uphold.

2.1.1 Respectful Behavior

All individuals—including visitors, members, participants, spectators, and staff—are expected to treat each other with respect, courtesy, and consideration. This includes:

Respect for Others: Treat all individuals with kindness and consideration regardless of their age, race, color, religion, gender, sexual orientation, national origin, disability, or any other protected status. Discrimination or bias-based behavior will not be tolerated.

Conflict Resolution: If conflicts arise, we encourage open and respectful communication to resolve issues. Aggressive or hostile behavior, including verbal threats, intimidation, or violence, will result in immediate disciplinary action.

Privacy and Boundaries: Respect the privacy and personal space of others. Inappropriate physical contact, intrusive photography, or unwarranted attention is not acceptable.

2.1.2 Non-Discrimination

The South Davis Recreation District is committed to fostering an environment free from discrimination. Discrimination on the basis of race, color, religion, gender, sexual orientation, national origin, disability, or any other protected status is strictly prohibited. We strive to create an inclusive space where everyone can participate without fear of bias or prejudice.

2.1.3 Harassment and Bullying

Harassment and bullying are unacceptable behaviors within our community. This includes, but is not limited to:

- a. Sexual Harassment:* Unwanted sexual advances, comments, or requests for sexual favors are strictly prohibited.
- b. Verbal Harassment:* Offensive, derogatory, or abusive language targeting an individual's characteristics or identity is not tolerated.
- c. Cyberbullying:* Harassment through electronic means, including social media, email, or text messages, is considered a violation of our Code of Conduct.

The District takes all reports of harassment and bullying seriously and will investigate and address such incidents promptly. Those found in violation of these rules may face disciplinary measures, including suspension or membership termination.

By adhering to these principles and values outlined in our Code of Conduct, we can ensure that all individuals can enjoy our facilities and programs in a respectful and inclusive environment.

2.2 Facility Access and Hours

Facility access and hours of operation shall be determined by the Executive Director in consultation with the District's Board of Trustees. The hours of operation shall be posted at the Recreation Center and on the District's website.

2.3 Membership and Admission

Only members, paid visitors, or authorized participants and spectators shall be permitted to enter the Recreation Center or Ice Ribbon, or to participate in District activities.

2.3.1 Membership Types

Various membership types are available, each with specific benefits and fees. Membership types shall be established by the Board of Trustees and may include resident, non-resident, family, annual, monthly, and seasonal memberships. Prices for the various membership types

shall be updated annually according to processes outlined in state law. Each member shall be required to enter into a Membership Agreement Form with the District.

2.3.2 Admission Fees

Non-members may use the Center or Ice Ribbon by paying a daily admission fee. Daily admission rates shall be established by the Board of Trustees and posted at the front desk of the Center and on the District's website.

2.3.3 Group Rate

The District shall establish a group rate for groups of twelve (12) or more individuals seeking to use a facility at the Recreation Center simultaneously. Use of the group rate shall require the group to make a reservation at least 24 hours in advance. No individual or organization may reserve or be a part of a group receiving a group rate more than once during any three-month period. If a group requires more frequent use or regularly scheduled time, they must adhere to the guidelines established in Section 8.2 for teams and clubs.

2.4 Dress Code and Attire

Safe and appropriate attire must be worn in all District facilities. Specific dress codes may apply in certain areas.

a. General Attire Expectations:

- i. Appropriate Clothing:* Wear clothing that is appropriate for the specific activity or area of the facility you are using. For example, gym attire is suitable for the fitness center, while swimwear is required in the swimming pool.
- ii. Footwear:* Proper athletic or closed-toe shoes are required in most areas of the facility, including the fitness center, gymnasiums, and ice rink. Non-marking, non-scuff shoes are required for indoor sports activities.
- iii. Cleanliness:* Maintain good personal hygiene and ensure that your clothing is clean and free from offensive odors.

b. Facility-Specific Attire Rules:

- i. Fitness Center and Group Exercise Classes:* Appropriate workout clothing, including athletic shoes, must be worn. Avoid jewelry and clothing with zippers, buckles, or metal components that could damage equipment or cause injury.
- ii. Swimming Pools:* Swimwear designed for swimming is required. Street clothes, including jeans and cotton shirts, are not permitted in the pool area.

Babies and toddlers must wear swim diapers. Appropriate swim attire contributes to water quality and safety.

- iii. *Ice Rink and Ice Ribbon:* Dress warmly for ice skating, including long pants and warm layers. Gloves and hats are recommended in freezing temperatures. Skates must be worn on the ice; walking on the ice in regular shoes is not allowed. Skates may not be worn outside of the ice rink or ice ribbon facilities.
- iv. *Sporting Activities (e.g., basketball, volleyball, racquetball, soccer, and football):* Wear appropriate sport-specific attire, including non-marking athletic shoes for indoor play and turf shoes or cleats for outdoor play, and safety equipment. Remove any jewelry that may pose a safety hazard during sports activities. Wear safety equipment (e.g., pads, helmets, and guards) when appropriate.
- v. *Climbing Wall:* Wear athletic clothing suitable for climbing. Long hair should be tied back, and loose jewelry removed.
- vi. *Special Events and Programs:* Some programs or events may have specific dress code requirements, which will be communicated in advance.
- c. *Modesty and Sensibility:* In all cases, please use your discretion to ensure that your attire is modest and sensible for the environment and activity. Clothing that is overly revealing or offensive may result in restricted access to certain areas or programs.

2.5 Personal Belongings and Lockers

Lockers are available for daily use. No overnight use of lockers shall be permitted. The District is not responsible for lost or stolen items. Locks left overnight will be removed along with contents of the locker. No firearms, hazardous or illegal items, or flammable materials shall be stored in lockers. Locks are available from the Front Desk upon request.

2.6 Lost and Found

Items found should be turned in to the front desk. Claiming lost items requires proof of ownership. Unclaimed items are discarded or donated on a weekly basis.

2.7 Changing Rooms

The South Davis Recreation District provides changing rooms to enhance the convenience and comfort of our visitors. These facilities are designed to ensure privacy while changing attire, and we ask that all individuals using them adhere to the following guidelines:

- a. *Respect for Privacy:*

- i. *Privacy and Modesty:* Changing rooms are private spaces for changing attire. Please respect the privacy of others by not loitering or engaging in any behavior that compromises the privacy of those around you.
 - ii. *Non-Intrusive Behavior:* Avoid unnecessary conversation, staring, or any form of intrusive behavior while inside the changing rooms. This helps create a comfortable environment for everyone.
- b. *Cleanliness and Hygiene:*
 - i. *Cleanliness:* Keep the changing rooms clean and tidy. Dispose of any trash or personal items in the provided receptacles.
 - ii. *Personal Hygiene:* Maintain good personal hygiene while using the changing rooms. Please use the showers and sinks provided for personal grooming activities.
- c. *Locker Usage:*
 - i. *Locker Availability:* Lockers are available for daily use. Do not occupy lockers overnight. Any locks left on lockers overnight will be removed by staff.
 - ii. *Security:* It is recommended that you secure your belongings in lockers to prevent theft. The District is not responsible for lost or stolen items.
- d. *Safety and Security:*
 - i. *Emergency Situations:* Familiarize yourself with the location of emergency exits in the changing room area. In the event of an emergency, follow evacuation procedures as posted.
 - ii. *Report Suspicious Activity:* If you observe any suspicious activity or encounter any problems in the changing rooms, please notify facility staff immediately.
- e. *Appropriate Behavior:*
 - i. *Respect Others:* While using the changing rooms, maintain respectful behavior toward fellow visitors. Harassment or inappropriate conduct will not be tolerated.
 - ii. *Children and Family Changing Rooms:* If you are accompanying children, please use the designated family changing rooms or facilities to ensure their comfort and safety.

iii. *Nudity*. For the comfort of all patrons, please limit nudity in the locker rooms to while showering or changing clothes.

f. *Time Limits*:

i. *Timely Use*: Please be considerate of others by using the changing rooms efficiently. Avoid excessive or unnecessary use of these facilities, especially during peak hours.

g. *Special Needs and Accommodations*:

i. *Accessibility*: The South Davis Recreation District is committed to providing accessible facilities for all. If you require any special accommodations or assistance, please notify facility staff for support.

2.8 Photography & Electronic Devices

No photography is permitted in the Recreation Center without the knowledge and consent of the individual(s) being photographed. This includes individuals in the background of selfies. The use of mobile phones, cameras, or other electronic devices is not permitted within locker room areas. No photography is permitted in the pool areas.

2.9 Drugs & Alcohol

The South Davis Recreation District is dedicated to maintaining a safe, family-friendly, and healthy environment for all individuals using our facilities and participating in our programs. To achieve this goal and ensure the well-being of our community, we have implemented the following policies regarding drugs and alcohol:

a. *Zero Tolerance for Drugs*:

i. *Illegal Substances*: The possession, distribution, or use of illegal drugs or controlled substances on District property is strictly prohibited. This includes but is not limited to the use of recreational drugs, narcotics, or any substance considered illegal under federal, state, or local law.

ii. *Prescription Medications*: The use of prescription medications is allowed, provided that they are taken as prescribed by a licensed healthcare professional and do not impair an individual's ability to use the facilities or participate in programs safely.

b. *Alcohol Policy*:

i. *Prohibition of Alcohol*: The consumption, possession, or distribution of alcoholic beverages on District property is not permitted, except when

explicitly authorized by the District for specific events or programs. Any unauthorized alcohol found on the premises will be confiscated.

c. Smoking and Vaping:

- i. Prohibition of Smoking and Vaping:* Smoking and vaping on District property is prohibited.

d. Consequences for Violations:

- i. Immediate Action:* Violations of the drugs and alcohol policy will result in immediate action by District staff or security personnel. This may include escorting the individual off the premises and contacting the appropriate authorities if necessary.
- ii. Membership Termination:* Individuals found in violation of these policies may face membership termination, temporary suspension, or other disciplinary actions at the discretion of the District, depending on the severity of the offense.
- iii. Legal Consequences:* Violations of drug laws may lead to arrest and criminal charges. The District will cooperate fully with law enforcement authorities in such cases.

e. Responsibility and Reporting:

- i. Community Responsibility:* All members, visitors, and program participants share the responsibility of upholding these policies and reporting any violations they may witness to District staff or security personnel.
- ii. Confidential Reporting:* Individuals who suspect or become aware of drug or alcohol policy violations should report their concerns to District staff. Reports will be kept confidential to the extent possible.

f. Education and Prevention:

- i. Education:* The South Davis Recreation District is committed to promoting awareness of the risks associated with drug and alcohol abuse. Educational materials and resources may be available to help individuals make informed choices.

g. Seeking Assistance:

- i. Support and Resources:* If you or someone you know is struggling with substance abuse, the District can provide information about local resources and treatment options. We encourage individuals to seek assistance if needed.

3. Facility-Specific Rules

3.1 Fitness Center and Classes

3.1.1 Age Restrictions

3.2 Equipment Usage Guidelines

3.3 Class Enrollment and Cancellations

3.4 Gymnasiums

3.4.1 Court Reservation

3.4.2 Equipment Usage

3.4.3 Sportsmanship and Fair Play

4. Aquatic Facilities

4.1 Pool Hours and Schedules

- a. Operating Hours:* Check the posted schedules or contact the front desk for information about pool hours, lap swimming, and open swim times.

4.2 Pool Safety Rules

- a. Supervision:* Children under the age of 12 must be accompanied by an adult or responsible person, 14+ years or older, at all times. Lifeguards are responsible for enforcing safety rules but are not a substitute for vigilant supervision. While swimming, any child 8 and under must be accompanied by an adult or responsible person, 14+ years or older, who is also in the water within an arm's length of the child. Any child between the ages of 9 and 12 must be accompanied by an adult or responsible person, who is 14+ years or older, who is in the immediate pool area actively supervising.
- b. Diving Rules:* Diving is allowed only in designated areas. Do not dive in shallow water.
- c. Running and Horseplay:* Running, pushing, or any form of horseplay is not permitted in or around the pool area.
- d. Flotation Devices:* Patrons are welcome to use flotation devices (life jackets, personal flotation devices, or swim aids) in the pools to enhance safety, confidence, and enjoyment for all swimmers. All individuals using flotation devices must be under the direct supervision of an adult or responsible person 14 years or older. Inflatable toys, rafts, or other flotation devices are not permitted in the pool area.

- e. *Coaching:* No unauthorized coaching is permitted. Coaches must sign a waiver and release agreement, and adhere to the posted schedule and rules.
- f. *Posted Rules:* Obey all rules posted in the pool areas.

4.3 Swim Attire Requirements

- a. *Appropriate Swimwear:* Proper swim attire is required. Street clothes, including jeans and cotton shirts, are not allowed in the pool. Swim diapers with covers must be worn by babies and toddlers (Reference Utah State Health Code R392-302-30(8)(c)).
- b. *Hygiene:* Guests must take a cleansing shower before entering the pool area. Showering is required by state law and is essential to maintain water quality (Reference Utah State Health Codes R392-302-2(4), R392-302-30(8)(a), and R392-302-30(8)(f)).

4.4 Hot Tub and Steam Room

- a. *Age Restrictions:* Hot tub and steam room use may have age restrictions. Please check posted signs for details.
- b. *Time Limits:* To ensure everyone's enjoyment, please observe time limits and be considerate of others waiting to use these facilities.

4.5 Lap Pool

- a. *Lap Lanes:* At times, the lap pool may be dedicated to lap swimming only. Please use designated lanes for lap swimming and follow posted circle swimming policies when applicable.

4.6 Activity Pools

- a. *Specific Rules:* The activity pools may have specific rules and guidelines. Please refer to posted signage for activity-specific instructions.

4.7 Club & High School Use

- a. *Club and High School Teams:* Club and High school swim teams may use the lap pool during scheduled times. Schedules and schedule changes will be posted to accommodate these teams.

5. Ice Facilities

5.1 Skating Sessions

- a. *Skating Schedules:* Ice skating sessions are scheduled at specific times. Please refer to the posted schedules or inquire at the front desk for session times and availability.
- b. *Skating Aids:* Skating aids, such as walkers, are available for beginners. Please be mindful of other skaters while using these aids.
- c. *Skate Safely:* Skate at a reasonable speed and in the same direction as the majority of skaters. Do not skate in reverse unless it is a designated reverse-skating or freestyle skating session. Freestyle skating may be restricted to designated times or locations.

5.2 Skate Rental and Care

- a. *Rental Skates:* If you require rental skates, they must be paid for at the front desk and picked up at the rental counter. Ensure that rental skates fit securely and comfortably.
- b. *Rental Return:* Please return rental skates to the rental counter promptly after your session. Avoid taking rental skates outside the rink area.
- c. *Maintenance:* Take care of rental skates and report any issues to the rental counter staff immediately. Do not attempt to repair or alter rental skates.

5.3 Ice Rink Etiquette

- a. *Litter and Trash:* Dispose of trash and litter in designated receptacles. Help maintain a clean skating area.
- b. *Food and Drink:* Food and drink should be consumed in designated areas only. Glass containers are not allowed on or near the ice.
- c. *Music and Headphones:* Use of personal music devices with headphones is permitted. Keep the volume at a level that allows you to be aware of your surroundings.
- d. *Safety Measures:* Be aware of safety signs and staff instructions. If the ice resurfacing machine is in use, please exit the rink promptly.
- e. *Group Gatherings:* Avoid standing or sitting in large groups in the middle of the rink, as it can obstruct the flow of skaters.
- f. *Courtesy and Respect:* Show courtesy and respect to fellow skaters. Be especially mindful of novice skaters and children.

- The use of district facilities by private clubs, teams, coaches, or trainers not expressly authorized by the district is strictly prohibited. This includes both formal and informal games, practices, coaching, and training, but does not include volunteer coaches in district-sponsored leagues or activities.

- a. *Private Clubs and Teams:* Private clubs or teams must be duly registered and licensed legal entities, such as nonprofit organizations, community-based clubs, school classes, or established sports teams. This does not include one-time or infrequent groups that qualify for a group rate as described in section 2.3.3.
 - i. Private clubs or teams interested in using district facilities must apply to the district for approval.
 - ii. The application shall include the following information:
 - A. Club or team name, contact person, and contact details.
 - B. Proof of legal entity registration and documentation supporting their purpose and commitment to organized sports.
 - C. Proof of Insurance (See Section 8.8)
 - D. Location, dates and times, and duration of use (game-by-game or season-by-season).
 - E. Any additional requirements, such as equipment, facilities, or services.
- b. *Private Coaches and Trainers*
 - iii. *Authorization Process:* Individuals seeking to coach in district facilities must undergo a formal authorization process that includes an application, background check, and training. The background check and training shall be obtained at the expense of the individual applicant.
 - iv. *Standards for Approval:* The district shall consider the following standards before authorizing an individual to provide private coaching or training at a district facility:
 - i. *Certification:* The individual shall have a recognized certification in their respective sport or discipline.
 - ii. *Code of Conduct:* Potential coaches must commit, in writing, to promote a positive, inclusive, and safe environment for all participants.
 - iii. Proof of Insurance (See Section 8.8)
 - iv. *Criminal Background Check:* An individual applying to coach or train at district facilities shall submit to a criminal background check.
 - A. *Permanent Disqualification:* An individual shall be permanently disqualified from coaching or training at a district facility if the

background check report shows that the individual has ever been convicted of any of the crimes listed in the Table of Convictions appended to these Rules and Regulations, or equivalent offenses in any state.

- B. *Guidelines*: If the criminal background check discloses convictions of crimes not listed in the Table of Convictions, the district shall consider the guidelines included in the Table of Convictions.
- C. *Mitigating Circumstances*: Before deciding whether to disqualify an individual from coaching or administering youth sports, the individual shall be given an opportunity to provide evidence, in writing, of any mitigating circumstances.
- D. *Appeals*: Any individual who is disqualified because of information received from the background check may appeal the decision by submitting an appeal, in writing, to the Executive Director within thirty (30) days of the decision.

8.3 No Employer-Employee Relationship or Property Right Established

Nothing in these rules and regulations shall be construed to establish a property right by or employment relationship with any private individual or entity authorized to use, or to coach or train at, a district facility.

8.4 Prioritization of District Programs

District programs and events shall have priority in the scheduling of facilities. Private individuals and entities must be flexible and accommodate schedule changes that prioritize district programs. In the event of a scheduling conflict, district activities will take priority. The allocation of district facilities will be based on the needs of the general public and the suitability of facility for the requested sport or activity.

8.5 Respect for Other Users

8.5.1 Maintaining a Respectful Environment

All users of district facilities, including private clubs, teams, coaches, and trainers, are expected to maintain a respectful and courteous demeanor at all times. This includes respecting the rights, diversity, and dignity of all other users.

8.5.2 Shared Facility Use

Users must acknowledge that district facilities are shared spaces. As such, they must be mindful of their impact on others, including noise levels, use of equipment, and space occupancy.

8.5.3 Cooperation with Facility Staff and Other Users

Active cooperation with facility staff and other users is required to ensure efficient and fair use of facilities. This includes adhering to schedules, following staff instructions, and being flexible in accommodating the needs of others.

8.5.4 Conflict Resolution

In the event of conflicts or disputes with other users, individuals are encouraged to resolve issues amicably and constructively. Facility staff may be involved as mediators if necessary.

8.5.5 Reporting Issues and Concerns

Users are encouraged to report any issues related to disrespect or misuse of facilities to the appropriate authorities promptly. This helps maintain a safe and welcoming environment for everyone.

8.5.6 Responsibility for Guests and Affiliates

Private clubs, teams, coaches, and trainers are responsible for the conduct of their members, guests, and affiliates. They must ensure that these individuals are also aware of and adhere to the principles of respect and cooperation.

8.6 Use or Rental Fee

The district may charge a fee for the use or rental of district facilities by private clubs, teams, coaches, or trainers. The rental fees will be determined according to the District's Fee Schedule based on the duration, frequency, and demand for the requested lease. Rental fees may be reduced in exchange for in-kind services like maintenance or the provision of training or clinics.

Season-by-season leases may be subject to a discounted rate compared to game-by-game or hour-by-hour rentals to incentivize longer-term commitments.

8.7 Terms and Conditions

Private clubs, teams, coaches, or trainers must enter into an agreement with the district by which they shall agree to abide by the terms and conditions required by the District.

The terms and conditions may include guidelines for use, responsible behavior, equipment storage, waste management, and any additional rules deemed necessary for the well-being of the district facility and surrounding areas.

Violation of the terms and conditions may result in penalties, revocation of privileges, or future leasing restrictions.

8.8 Insurance and Liability

- a. *Proof of Insurance:* Private clubs, teams, coaches, or trainers must provide proof of adequate insurance coverage before they shall be authorized to use district facilities.
- b. *Minimum coverage:* The following minimum insurance coverage is required:
 - i. *General Liability Insurance:* Private clubs, teams, coaches, and trainers must carry commercial general liability insurance with a minimum coverage limit of \$1,000,000 per occurrence and \$2,000,000 aggregate. This insurance should cover any bodily injury, property damage, or personal injury claims arising from the club, team, coach, or trainer's activities on district facilities.
 - ii. *Participant Accident Insurance:* Private clubs, teams, coaches, and trainers should consider obtaining participant accident insurance to cover accidental injuries sustained by their players during games or practices. This insurance should have a minimum coverage limit of \$100,000 per occurrence.
 - iii. *Property Insurance:* Private clubs, teams, coaches, and trainers should consider obtaining property insurance to cover their equipment, gear, and other personal property. This insurance should have adequate coverage limits based on the value of the insured property. The District bears no responsibility for damage to equipment, gear, or personal property used at its facilities.
 - iv. *Excess/Umbrella Liability Insurance:* Private clubs, teams, coaches, and trainers may consider obtaining excess or umbrella liability insurance to provide additional coverage above the primary liability limits. The coverage limit for this insurance should be determined based on the specific needs and risk profile of the club, team, coach, or trainer.
- c. *Certificate of Insurance:* Private clubs, teams, coaches, and trainers must provide a certificate of insurance naming the South Davis Recreation District as an additional insured and providing evidence of the required insurance coverage. The certificate must be submitted to and accepted by the District before the club, team, coach, or trainer shall be authorized to use district facilities.
- d. *Duty to Maintain Coverage:* Private clubs, teams, coaches, and trainers must maintain continuous insurance coverage at all times, and shall provide updated certificates of insurance upon renewal or expiration of their policies.
- e. *Failure to Maintain:* Failure to maintain the required insurance coverage or provide updated certificates of insurance may result in the revocation of privileges or restrictions on future use.

8.8.1 Liability Waivers

Individuals participating in activities conducted by private clubs, teams, coaches, or trainers are required to sign liability waivers. These waivers must be collected and maintained by the club, team, coach, or trainer using the facility.

The waivers shall clearly state that the district is not responsible for any injuries or accidents that occur during the use of the facility.

A club, team, coach, or trainer authorized to use a district facility shall provide evidence of such liability waivers to the district upon request. The failure to do so shall result in revocation of privileges.

9. District-Sponsored Clubs, Teams, or Events

9.1 Establishment and Approval

9.1.1 Criteria for Sponsorship

9.1.2 Application Process

9.2 Guidelines and Oversight

9.2.1 Compliance with District Policies

9.2.2 Reporting and Accountability

9.3 Benefits and Responsibilities

9.3.1 District Support

9.3.2 Representing the District

10. Concessions

11. Facility Rental

12. Enforcement and Consequences

The South Davis Recreation District shall actively enforce these Rules and Regulations as necessary to ensure the safety, well-being, and enjoyment of all individuals within our community. To maintain a respectful and inclusive atmosphere, we have established clear procedures for addressing violations. This section outlines the enforcement process and potential consequences for non-compliance.

12.1 Reporting Violations

We encourage all members, visitors, participants, and staff to report any violations of these Rules and Regulations they may observe. Reports should be made to District staff, security personnel, or through established reporting channels, such as incident report forms (see Appendix: 15.2).

All reports will be treated confidentially to the extent possible, while still allowing for proper investigation and resolution.

12.2 Investigation and Disciplinary Process

- a. Prompt Investigation:* Upon receiving a report of a violation, District staff will promptly investigate the matter to determine the facts and circumstances surrounding the incident.
- b. Process:* Individuals accused of violations will be provided an opportunity to present their side of the story and any relevant evidence during the investigation.
- c. Review of Evidence:* The District may review any available evidence, including witness statements, video footage, or documentation, to reach a fair and informed decision.

12.3 Consequences of Violations

Consequences shall be determined by District management. The District will apply consequences that are proportionate to the nature and severity of the violation. Depending on the situation, the following consequences may be applied:

12.3.1 Verbal Warning

A verbal warning may be issued as an initial response to minor or unintentional violations. Verbal warnings serve as a reminder of the Rules and Regulations and are intended to educate individuals about proper conduct.

12.3.2 Temporary Suspension

Temporary suspension from District facilities or programs may be imposed for more serious or repeated violations, or while the district staff investigate an alleged violation. The duration of the suspension will be determined based on the circumstances of the violation and may range from one day to several weeks.

12.3.3 Membership Termination/Trespass

In cases of severe violations, continued non-compliance, or violations that jeopardize the safety or well-being of others, the District may terminate membership and/or trespass an individual from District facilities. Individuals whose memberships are terminated may be prohibited from rejoining the District or entering its premises.

12.3.4 Legal Actions for Serious Offenses

In cases of criminal activity or actions that pose a significant threat to the safety of individuals or property, the District may involve law enforcement authorities. Legal actions may include filing criminal charges or pursuing civil remedies as deemed appropriate.

12.4 Appeals

The South Davis Recreation District recognizes the importance of due process and provides an avenue for individuals to appeal decisions related to violations and consequences.

12.4.1 Right to Appeal

Individuals subject to disciplinary actions have the right to appeal the decision to an impartial hearing officer.

12.4.2 Appeals Process

Appeals must be submitted in writing to the District office within thirty (30) days of the disciplinary action, and must detail the grounds for the appeal and any supporting evidence. Appeals will be reviewed by the designated hearing officer.

12.4.3 Hearing Officer

The hearing officer will conduct a fair and unbiased review of the appeal, considering all relevant information. The decision of the hearing officer will be final and binding.

13. Amendments and Updates

13.1 Review and Revision Process

13.2 Notification of Changes

14. Contact Information

14.1 District Office Contact Details

14.2 Facility-Specific Contacts

15. Appendix

15.1 Membership Agreement Form

15.2 Incident Report Form

16. Glossary

17. Definitions of Key Terms

Table of Convictions

I. Permanent Disqualification

An individual shall be permanently disqualified from coaching, training, or administering youth sports if the background check report shows that the individual has ever been convicted of any of the crimes listed in the following Table of Convictions, or equivalent offenses in any state.

- A. Any misdemeanor, felony conviction, or criminal charges of misconduct involving a child.
- B. Any conviction of a crime against a person, including or similar to:
 - i. Murder and manslaughter;
 - ii. Malicious wounding by mob;
 - iii. Abduction;
 - iv. Felony assault and bodily wounding;
 - v. Robbery;
 - vi. Carjacking;
 - vii. Extortion and other threats;
 - viii. Sexual assault;
 - ix. Felony stalking; or
 - x. Convictions of any attempt or conspiracies to commit any of the above-listed crimes or similar crimes.
- C. Any conviction of a crime against property, including or similar to:
 - i. Felony arson;
 - ii. Burglary; or
 - iii. Convictions of any attempts or conspiracies to commit any of the above-listed crimes or similar crimes.
- D. Any conviction of a crime involving health or safety, including or similar to:
 - i. Felony violation relating to the possession or distribution of drugs;
 - ii. Drive-by shooting;
 - iii. Use of a gun in a crime of violence;
 - iv. Felonious discharge of firearms within or at occupied dwellings; or
 - v. Conviction of any attempts or conspiracies to commit any of the above-listed crimes or similar crimes.
- E. Any conviction of a crime involving morals or decency, including or similar to:
 - i. Failing to secure medical attention for injured child;
 - ii. Pandering;
 - iii. Crimes against nature involving a child;
 - iv. Taking indecent liberties with a child;
 - v. Abuse or neglect of a child;

- vi. Obscenity offenses;
- vii. Possession of child pornography or electronic facilitation of pornography;
- viii. Abuse or neglect of an incapacitated adult;
- ix. Employing or permitting a minor to assist in an act constituting an obscenity offense;
or
- x. Convictions of any attempts or conspiracies to commit any of the above-listed crimes
or similar crimes.

II. Guidelines

For convictions of crimes not listed in the Table of Convictions, the following guidelines shall apply.

- A. The District shall temporarily disqualify an individual from coaching or administering youth sports if the background check report shows that any of the following circumstances apply.
 - i. Any individual who has been convicted of a theft-related crime or fraud in the prior fifteen (15) years shall be disqualified from any position involving the handling of funds or property.
 - ii. Any individual who has been convicted of a substance abuse crime within the past ten (10) years shall be disqualified from any coaching position or any position that involves activities of a minor.
- B. If the background check report shows that any of the following circumstances apply, the District may exercise discretion in determining whether to disqualify an individual, permanently or temporarily, from coaching or administering youth sports, with or without conditions, by applying the guidelines listed below.
 - i. Conviction of a felony offense not listed in the Table of Convictions should be viewed with extreme caution.
 - ii. Any pending charge, felony or misdemeanor, against a minor shall render the individual ineligible unless or until such charges are subsequently dismissed or the individual is found not guilty.
 - iii. Conviction of multiple misdemeanor offenses not listed on the Table of Convictions, when recent in time or indicative of a pattern of bad behavior, should be viewed with extreme caution.
 - iv. All other convictions or pending charges (excluding crimes against minors or convictions or pending charges of crimes listed in the Table of Convictions) revealed through a background check report should be considered on a case-by-case basis to determine whether the past conduct of the individual is compatible with working with

minors. Factors to consider include recency or remoteness in time, evidence of good conduct,

When determining how to apply these guidelines, the District shall determine whether such information disqualifies the individual from coaching or administering youth sports. Factors that may be considered in deciding whether to permit an individual to participate include the following:

- A. The nature and character of the past conduct;
- B. How the past conduct relates to the particular functions of the individual's team or function;
- C. The length of time since the offending conduct;
- D. Rehabilitation of the individual;
- E. Patterns of criminal behavior;
- F. The individual's performance record; and
- G. How such conduct affects the integrity of the sport or program.

**SOUTH DAVIS RECREATION DISTRICT
RESOLUTION NO. 2024-02**

**A RESOLUTION ADOPTING THE SOUTH DAVIS RECREATION
DISTRICT RULES AND REGULATIONS**

WHEREAS, the South Davis Recreation District (“District”) owns and operates the South Davis Recreation Center, and operates the Bountiful Ice Ribbon, and administers various sports, athletic, and wellness programs in Davis County, Utah; and

WHEREAS, the Board of Trustees (“Board”) as the governing body of the District has power and authority to adopt rules and regulations for the orderly conduct of the District and for carrying out the District’s purposes; and

WHEREAS, on August 15, 2011, the Board last updated its Rules and Regulations; and

WHEREAS, the Board of Trustees desires to update its Rules and Regulations on a rolling basis over the next several months; and

WHEREAS, the Board wishes to adopt the next set of changes to its Rules and Regulations.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE SOUTH DAVIS RECREATION DISTRICT AS FOLLOWS:

Section 1 Adoption. The Board of Trustees of the South Davis Recreation District hereby adopts updates to two sections – (2) General Rules and (4) Aquatic Facilities – and adopts section (8) Use by Private Clubs, Teams, Coaches, and Trainers of the updated Rules and Regulations of the South Davis Recreation District, attached hereto as Exhibit “A” and by this reference made a part hereof. The Rules and Regulations may hereafter be amended and/or modified from time to time by the Board of Trustees.

Section 2 Effect. The Rules and Regulations attached hereto as Exhibit A supersede and replace any prior rules, regulations, and/or policies of the District in conflict herewith.

Section 3 Severability. If any section, part, or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts, and provisions of this Resolution shall be severable.

Section 4 Effective Date. This Resolution shall become effective immediately upon its passage.

**PASSED AND ADOPTED BY THE BOARD OF TRUSTEES OF SOUTH DAVIS
RECREATION DISTRICT ON THIS 8th DAY OF JANUARY, 2024.**

**SOUTH DAVIS RECREATION
DISTRICT**

ATTEST:

Clerk

By: _____
Chairman, Board of Trustees