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2 **South Davis Recreation District**

3 **Administrative Control Board Meeting**

4

5 November 10<sup>th</sup>, 2025 at 5:30 p.m.

6 Board Members present:

7 Councilmember Kate Bradshaw, Bountiful City

8 Councilmember Dell Butterfield, West Bountiful City *\*\*arrived at 5:32 p.m.*

9 Councilmember Suzette Jackson, North Salt Lake City

10 John Norman, Board Appointed Representative *\*\*arrived at 5:33p.m.*

11 Brett Steadman, Board Appointed Representative

12 Councilmember Spencer Summerhays, Centerville City

13 Mayor Ryan Westergard, Woods Cross City

14 Staff In Attendance:

15 Tif Miller, Executive Director Jayme Blakesley, District Attorney

16 Scott McDonald, Aquatics & Fitness Director Mary Gadd, Office Manager

17 Cory Haddock, Ice & Recreation Director Tyson Beck, District Clerk

18 Celeste Daley, Customer Service Manager Tom Lund, Maintenance Supervisor

19

20 Others in Attendance:

21 Jared Gabaldon (Bountiful), Ron Mortensen (Bountiful)

22

23 **WELCOME**

24

25 At 5:30 p.m. Chairman Summerhays opened the meeting.

26

27 **CITIZEN MATTERS**

28

29 Jared Gabaldon requested a consistent drop-in hockey session for all skill levels to develop

30 their skills.

31 *\*\*Councilmember Butterfield and Board Member Norman arrived at 5:32 p.m. and 5:33 p.m.\*\**

32

33 Councilmember Bradshaw asked if very early in the morning or very late at night would be of

34 interest to him and his group. Mr. Gabaldon stated that people will show no matter the time.

35

36 **RECOGNITION OF NOVEMBER 2025 EMPLOYEE OF THE MONTH**

37

38 Mr. Miller recognized Ryan Barth as the employee of the month for November.

39

40 **APPROVAL OF OCTOBER 13<sup>TH</sup>, 2025 BOARD MEETING MINUTES**

41

42 Minutes of the Administrative Control Board Meeting held on October 13<sup>th</sup>, 2025, was

43 approved on a motion made by Councilmember Bradshaw, and was seconded by Councilmember

44 Jackson. Board Members Bradshaw, Butterfield, Jackson, Norman, Steadman, and Summerhays

45 voted "aye." Mayor Westergard was not present at the meeting and did not vote.

46

47 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**

48 **FOR OCTOBER 2025**

49

50 Mr. Miller highlighted the following expenditures:

51 • Vendor (Line #) – amount and for

52 • Carpenter Paper (#17) - \$2,487.09 for janitorial paper products

53 • FW Specialties (#22) - \$84,803.00 for epoxy on aquatic flooring

54 • Nustream (#29) - \$1,134.74 for hand soap and shampoo

55 • Cal Sports (#33) - \$222.00 for basketball referee training

56 • CEM Maintenance (#42) - \$1,009.95 for parts to fix hot tub

57 • ERC Wiping Products (#45) - \$1,188 for gym wipes

58 • Larsen Electric (#48) - \$7,434.00 for electrical work to install the pool filter

59 • Standard Plumbing (#92) - \$3,250.00 for parts a heat exchanger

60

61 Total expenditures of \$458,530.05 for the period of October 1, 2025, to October 31, 2025,  
62 was approved on a motion made by Mayor Westergard, and seconded by Councilmember Bradshaw.  
63 Chairman Summerhays asked for a roll call vote. Board Members Westergard, Jackson,  
64 Summerhays, Bradshaw, Steadman, Butterfield, and Norman voted “aye.” There were no “nays.”

65 **UPDATE ON SCHOOL DISTRICT DISCUSSION**

66 Chairman Summerhays asked if members had received an email from Mr. Miller on feedback  
67 regarding discussions with the school district. Councilmember Butterfield inquired if it was known  
68 how other pools handle their interlocal agreements for pool time. Board Member Steadman said that  
69 Salt Lake County will agree to rental of lanes at the start of the school year.

70 *\*\*Mayor Westergard left at 5:53 p.m.\*\**

71 **EXECUTIVE DIRECTOR REPORT**

72 Mr. Miller reported on the following items:

73

74 • Ice Ribbon opening is tentatively scheduled for Nov. 24<sup>th</sup>

75 • Ice Ribbon chiller repair is still on order

76 • Jr. Jazz officials were recognized for their work

77 • Introduced Celeste Daley as the Customer Service Manager

78 • Postponed the health and wellness fair until the new year

79 • Programs with good participation numbers; skating, freestyles, swim lessons

80 • Thanksgiving day races have 700 current participants

81 • Thanksgiving Invitational Swim Meet – 11/21 & 11/22

82 **MEMBERSHIP REPORT**

83 Membership sales are very even but are expecting high sales during December Deal Days.  
84 Board Member Norman suggested that the report be included in the packet, but it doesn't necessarily  
85 need to be discussed in the meeting. Chairman Summerhays suggested to include it in the Director's  
86 report.

87 **MEMO ON PURCHASE OF FITNESS EQUIPMENT**

95        Scott McDonald said they are looking to replace twelve out of thirteen treadmills that were  
96 purchased in 2019 originally. Mr. McDonald reviewed state contracts and other cooperative  
97 purchasing contracts and then viewed and tested other commercial treadmills. Afterwards, they  
98 narrowed the selection to two manufacturers, Pacific Fitness and Advanced Exercise. Mr. McDonald  
99 explained that he went with two brands to give patrons a choice of preferences. Mr. McDonald  
100 explained that the older treadmills will be auctioned off.  
101

102        Staff recommends purchasing nine Life fitness treadmills form Advanced Exercise for a total  
103 of \$101,979 and three Precor treadmills from Pacific Fitness for a total of \$34,476. The 2025 Capital  
104 Budget had \$150,000 allocated for treadmills and the two purchases totaled \$136,455.  
105

106        Councilmember Jackson made a motion to approve the purchase of treadmills from Advanced  
107 Exercise for \$101,979 and Pacific Fitness for \$34,476, and Board Member Norman seconded the  
108 motion. Chairman Summerhays asked for a roll call vote. Board Members Norman, Butterfield,  
109 Steadman, Bradshaw, Summerhays, and Jackson voted “aye.” There were no “nays.”  
110

### **UPDATE ON POTENTIAL FUTURE PROJECT COSTS**

111        Mr. Miller reported that he has received three cost projections from separate companies on  
112 various potential future projects, however some were still missing full projects or had other mistakes.  
113 Mr. Miller was still looking to get updated costs and will report back with it summarized and any of  
114 the differences noted.  
115

### **DISCUSSION ON 2026 BUDGET**

116        Mr. Miller explained some of the changes he made after the previous meeting and discussed  
117 adding a footnote that indicates the final bond payment. Mr. Miller noted changes made to capital  
118 projects; reduce aquatic locker room changes but left some money for needed improvements,  
119 increased fitness flooring costs, increased funds for a pool filter and boiler replacement, and  
120 decreased water heaters. Mr. Miller informed that there are some accounts that are likely to see  
121 changes before the final budget as programs are evaluated.  
122

123        Board Members discussed where and how to budget for full-time payroll and benefits.  
124 Chairman Summerhays reminded the board that the budget has the proposed property tax increase  
125 already figured into it. Councilmember Bradshaw inquired if the insurance costs are finalized and Mr.  
126 Miller said it likely will be the final amount.  
127

### **ACTION ON RESOLUTION 2025-06 ADOPTING A FY 2026 TENTATIVE BUDGET**

128        Board Member Norman made a motion to approve Resolution 2025-06 adopting a tentative  
129 2026 budget, as it was presented, and Board Member Steadman seconded the motion. Chairman  
130 Summerhays called for a roll call vote. Board Members Butterfield, Steadman, Bradshaw,  
131 Summerhays, Jackson, and Norman voted “aye.” There were no “nays.”  
132

### **ADJOURNMENT**

133        At 7:28 p.m. Councilmember Butterfield made a motion to adjourn the meeting.  
134