

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

3 November 10th, 2025 at 5:30 p.m.
4

5 Board Members present:

6 Councilmember Kate Bradshaw, Bountiful City
7 Councilmember Dell Butterfield, West Bountiful City ***arrived at 5:32 p.m.*
8 Councilmember Suzette Jackson, North Salt Lake City
9 John Norman, Board Appointed Representative ***arrived at 5:33p.m.*
10 Brett Steadman, Board Appointed Representative
11 Councilmember Spencer Summerhays, Centerville City
12 Mayor Ryan Westergard, Woods Cross City
13

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 13TH, 2025 BOARD MEETING MINUTES**
41

42 Minutes of the Administrative Control Board Meeting held on October 13th, 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
66 **UPDATE ON SCHOOL DISTRICT DISCUSSION**

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

72 ***Mayor Westergard left at 5:53 p.m. ***

73
74 **EXECUTIVE DIRECTOR REPORT**

75
76 Mr. Miller reported on the following items:

- 77 • Ice Ribbon opening is tentatively scheduled for Nov. 24th
- 78 • Ice Ribbon chiller repair is still on order
- 79 • Jr. Jazz officials were recognized for their work
- 80 • Introduced Celeste Daley as the Customer Service Manager
- 81 • Postponed the health and wellness fair until the new year
- 82 • Programs with good participation numbers; skating, freestyles, swim lessons
- 83 • Thanksgiving day races have 700 current participants
- 84 • Thanksgiving Invitational Swim Meet – 11/21 & 11/22
- 85

86 **MEMBERSHIP REPORT**

87
88 Membership sales are very even but are expecting high sales during December Deal Days.
89 Board Member Norman suggested that the report be included in the packet, but it doesn't necessarily
90 need to be discussed in the meeting. Chairman Summerhays suggested to include it in the Director's
91 report.

92
93 **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 from 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.”

110 111 **UPDATE ON POTENTIAL FUTURE PROJECT COSTS**

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

117 118 **DISCUSSION ON 2026 BUDGET**

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

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

131 132 **ACTION ON RESOLUTION 2025-06 ADOPTING A FY 2026 TENTATIVE BUDGET**

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134 Board Member Norman made a motion to approve Resolution 2025-06 adopting a tentative
135 2026 budget, as it was presented, and Board Member Steadman seconded the motion. Chairman
136 Summerhays called for a roll call vote. Board Members Butterfield, Steadman, Bradshaw,
137 Summerhays, Jackson, and Norman voted “aye.” There were no “nays.”

138 139 **ADJOURNMENT**

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