

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

3 January 12th, 2026, at 5:30 p.m.
4

5 Board Members present:

6 Councilman Dan Bell, Bountiful City
7 Councilmember Dell Butterfield, West Bountiful City
8 Councilmember Suzette Jackson, North Salt Lake City
9 John Norman, Board Appointed Representative
10 Brett Steadman, Board Appointed Representative
11 Mayor Ryan Westergard, Woods Cross City
12

13 Staff In Attendance:

14 Tif Miller, Executive Director
15 Scott McDonald, Aquatics & Fitness Director
16 Cory Haddock, Ice & Recreation Director
17 Tom Lund, Maintenance Supervisor
18 Jayme Blakesley, District Attorney
19 Mary Gadd, Office Manager
20 Tyson Beck, District Clerk

21 Others in Attendance:

22 Marilyn Bell (Bountiful), Mike Glissmeyer (Bountiful), Sophia Ward (Bountiful City
23 Recorder)
24

25 **WELCOME**

26 At 5:30 p.m. Chairman Westergard opened the meeting.
27

28 **SWEARING IN OF NEW BOARD MEMBER**

29 Sophia Ward administered the oath of office to Councilman Bell.
30

31 Chairman Westergard explained that Centerville city had not yet determined who would be
32 serving on the Recreation District Board.
33

34 **CITIZEN MATTERS**

35 None.
36
37

38 **RECOGNITION OF EMPLOYEE OF THE MONTH**

39 Mr. Miller recognized Stephenie Glissmeyer as the employee of the month for January.
40
41

42 **OPEN AND PUBLIC MEETINGS ACT TRAINING**

43 Jayme Blakesley held a training for the Board.
44
45

46 **APPROVAL OF DECEMBER 15TH, 2025 BOARD MEETING MINUTES**
47

48 Minutes of the Administrative Control Board Meeting held on December 15th, 2025, was
49 approved on a motion made by Mr. Norman, and was seconded by Mr. Steadman. Board Members
50 Bell, Butterfield, Jackson, Norman, Steadman, and Westergard voted “aye.”
51

52 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**
53 **FOR DECEMBER 2025**
54

55 Mr. Miller highlighted the following expenditures:

- 56 • CEM Maintenance (#51) - \$84,314.52 for installing the pool filter
- 57 • Fire Engineering Company (#58) - \$2,043.97 for two leaks to the fire compression system
- 58 • Olympus Insurance (#66) - \$236937.00 for District’s insurance for the year
- 59 • South Davis Sewer District (#103) - \$23,735.84 for excess water fee
- 60 • Summit Energy (#107) - \$7,729.50 for gas supply in November 2025
- 61 • Worker’s Compensation Fund (#111) - \$6,354.78 for 2026 premium
- 62 • Thatcher Company (#125) - \$5,058.51 for pool chlorine

63
64 Total expenditures of \$760,488.31 for the period of December 1, 2025, to December 31,
65 2025, was approved on a motion made by Councilmember Butterfield, and seconded by
66 Councilmember Jackson. Board Members Bell, Butterfield, Jackson, Norman, Steadman, and
67 Westergard voted “aye.”
68

69 Board Members revisited including full-time wages into specific programs.
70

71 **UPDATE SUBCOMMITTEE ROLES**
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73 Mr. Miller reported that there the Davis School District pool usage subcommittee is still in
74 progress but has lost two of its members. Councilman Bell and Mr. Steadman volunteered to be on
75 the committee with Councilmember Butterfield.
76

77 **DISCUSSION ON DISTRICT STRATEGIZ PLANNING AND PLANNING TOOLS**
78

79 Mr. Miller explained that over the next several months he would like to periodically revisit
80 the mission and vision statement and core values to incorporate it into the decision-making process
81 when evaluating District programs.
82

83 **EXECUTIVE DIRECTOR REPORT**
84

85 Mr. Miller reported on the following items:

- 86 • Scheduling on the ice has prohibited additional hockey drop-in sessions
- 87 • Additional hockey leagues have been added to Sundays
- 88 • Warmer weather has made maintaining the Ice Ribbon difficult
- 89 • Comp pool scoreboard will have a technician out later in the week
- 90 • A non-residents admissions rate to the facility has begun

91
92 **CLOSED SESSION TO DISCUSS THE ACQUISTION OR SALE OF REAL PROPERTY,**
93 **PENDING LITIGATION AND/OR TO DISCUSS THE CHARACTER OR COMPETENCY**
94 **OF AN INDIVIDUAL**

95 No closed session was held.

96

97 **ADJOURNMENT**

98

99 Next meeting will be on February 9th, 2026.

100

101 At 6:42 p.m. Councilmember Butterfield made a motion to adjourn the meeting.

102 Councilmember Jackson seconded the motion.

APPROVED