

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

3 April 13th, 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 Gina Hirst, Centerville City
9 Councilmember Suzette Jackson, North Salt Lake City
10 John Norman, Board Appointed Representative
11 Brett Steadman, Board Appointed Representative
12

13 Staff In Attendance:

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

18 **WELCOME**

19
20 Vice Chairman Butterfield opened the meeting at 5:31 p.m.
21

22 **CITIZEN MATTERS**

23
24 None
25

26 **RECOGNITION OF EMPLOYEE OF THE MONTH**

27
28 Tif Miller highlighted Jacob Miller as the employee of the month.
29

30 **APPROVAL OF BOARD MEETING MINUTES**

31
32 Councilman Bell pointed out the missing word, “boiler”, in line #81, He also asked that the
33 sentence that begins on line #85, reflect the dollar amounts for the boilers and lap pool filters.
34 Corrected Minutes of the Administrative Control Board Meeting held on March 9th, 2026, was
35 approved on a motion made by Councilman Bell, and was seconded by Councilmember Hirst. Board
36 Members Bell, Butterfield, Hirst, Jackson, Norman, and Steadman voted “aye.”
37

38 **REVIEW AND APPROVAL OF EXPENDITURES/FINANCIAL STATEMENT REVIEW**
39 **FOR MARCH 2026**
40

41 Mr. Miller highlighted the following expenditures:

- 42 • Advanced Healthstyles Fitness (#9) – \$101,963.45 for treadmills
- 43 • RCX Sports (#28) - \$20,550.00 for flag football jerseys
- 44 • Colorado Time Systems (#34) - \$2,906.00 for repairs to the lap pool scoreboard
- 45 • SEG Basketball (#41) - \$26,188.00 for Jr. Jazz jersey packages
- 46 • Trane U.S. (#95) - \$22,921.23 for the ice ribbon chiller repair
- 47 • Precision Wire and Telephone (#100) - \$750.00 for lap pool scoreboard service

- 48 • Lundquist Sales (#114) - \$38,228.88 for leisure pool boiler replacement
49 • Summit Energy (#126) - \$14,173.95 for February gas usage; approx. \$5 rate
50

51 Vice Chairman Butterfield inquired about reviewing the cleaning services contract, as it costs
52 \$9,640.00 a month (#103 – Caliber Cleaning) and Mr. Miller stated that moving services to in-house
53 or going out to re-bid the service is estimated to cost more. Mr. Miller highlighted that despite large
54 purchases the cash & investments report showed an increase of \$76,000 since February.
55

56 Total expenditures of \$666,697.01 for the period of March 1, 2026, to March 31, 2026, was
57 approved on a motion made by Mr. Norman, and seconded by Councilmember Jackson. Board
58 Members Bell, Butterfield, Hirst, Jackson, Norman, and Steadman voted “aye.”
59

60 **UPDATE ON FINANCIAL AUDIT AND FY 2025 FINANCES**
61

62 Tyson Beck reported that the fieldwork has begun for the 2025 audit and shared some
63 unqualified numbers with the members. The finalized audit will be presented in the May meeting.
64

65 **UPDATE ON REVIEW OF REGISTRATION SOFTWARE OUTAGE**
66

67 Mr. Miller reported back that there is a \$5,000 deductible with Olympus Insurance that would
68 need to be met to recoup lost revenue from the software outage. He is working on estimating what
69 that amount would be after averaging the last few years. Vice Chairman Butterfield asks if the vendor
70 has found a solution to ensure it doesn’t happen again and Mr. Miller said they have put in additional
71 security measures.
72

73 Mr. Miller talked about the use of TeamSnap for recreation teams and that feedback from
74 parents has been positive. Mr. Miller added that fees for programs using the software will be increase
75 as it costs approximately \$8,000 annually.
76

77 **DISCUSSION ON FIXED PRICE FOR DISTRICT NATURAL GAS COSTS**
78

79 Mr. Miller informed members that the last time the District locked in a rate for natural gas
80 was in November 2023 and that prices fluctuated greatly following that winter. Mr. Miller stated that
81 current prices are much better and that the options available now are under \$4 for one-year or could
82 just over \$4 for a two or three-year option. These prices would still be below what has been paid in
83 the last two years. Councilman Bell expressed that he would prefer to lock in some pricing to avoid
84 any uncertainty and Vice Chairman Butterfield agreed.
85

86 Councilmember Hirst made a motion to adopt the three-year rate, within a ten cents margin.
87 Councilman Bell seconded the motion. Board Members Bell, Butterfield, Hirst, Jackson, Norman,
88 and Steadman voted “aye.”
89

90 **DISCUSSION ON INTERLOCAL AGREEMENT WITH DAVIS SCHOOL DISTRICT**
91

92 Mr. Miller reported that after working with the sub-committee and the School District for a
93 few years that it was suggested to charge every swimmer for a 6-month pass for the facility.
94 Farmington High School swimmers would be charged at a non-resident rate. Mr. Miller added that

95 the Capital and Operational Contributions section is three-year agreement and also includes an
96 additional annual fee of \$3,000 for facility maintenance. The donation for expansion is a separate
97 item that would be determined in the future.

98
99 Mr. Norman asked about the intent behind the line that states the fees collected will go to a
100 restricted fund for future expansion, major maintenance and operational support. Mr. Miller said it
101 was intended for future projects and not be used towards recreation programs. Mr. Blakesley
102 recommended the board amend the agreement to remove that sentence, if it made them
103 uncomfortable.

104 105 **REVIEW AND APPROVAL OF RESOLUTION 2026-01 PROPOSED INTERLOCAL** 106 **AGREEMENT WITH DAVIS SCHOOL DISTRICT**

107
108 Councilmember Jackson made a motion to approve Resolution 2026-01, with the discussed
109 amendment, approving an interlocal cooperation agreement for joint use of facilities between Davis
110 School District and South Davis Recreation District. Mr. Steadman seconded the motion. Vice
111 Chairman Butterfield called for a roll call vote. Board Members Norman, Hirst, Steadman,
112 Butterfield, Bell, and Jackson voted “aye.” There were no “nays.”

113 114 **DISCUSSION ON FUTURE PROJECTS**

115
116 Mr. Miller reviewed the previous master plan that looked at facility improvement, such as the
117 new roof and pool expansion, and a satellite facility in North Salt Lake, with a six-lane pool, fitness
118 area, gymnasium, and a track. Councilmember Jackson shared that the North Salt Lake council is
119 interested in discussing a facility in their second phase of Hatch Park. Board Members discussed the
120 previous estimates regarding the pool expansion, what the planned satellite facility would include,
121 and what accessibility problems each project might solve.

122
123 Board Members shared their thoughts about a satellite facility, budgeting, bonding and
124 subsidy. Mr. Miller offered that a work session could be planned to analyze these items.

125 126 **EXECUTIVE DIRECTOR REPORT**

127
128 Mr. Miller reported on the following items:

- 129 • Hockey season has ended, so ice time hours will be reduced
- 130 • New rental skates are being introduced, with a ski boot type latch
- 131 • Recognized swimming instructors for their work
- 132 • He will be meeting with different councils throughout May
- 133 • Participating in America 250 with a challenge over the summer
- 134 • Egg Dive event had a good turnout
- 135 • In May a new clerk and treasurer will be sworn in for the District
- 136 • Leisure pool boiler is working well and has been received well
- 137 • Mr. McDonald is finalizing the bidding process for the replaced cardio equipment

138
139 Vice Chairman Butterfield asked about the decrease in youth soccer revenue. Mr. Miller
140 answered that the program is being cut back to assist with the upcoming construction at the fields.
141

142 **CLOSED SESSION**

143

144 A closed session was not held.

145

146 **ADJOURNMENT**

147

148 At 7:18 p.m. Mr. Steadman made a motion to adjourn the meeting. Councilmember Hirst
149 seconded the motion.

APPROVED