

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

3 April 2, 2020, at 4:30 p.m.  
4 at the Recreation Center  
5

6 **Meeting was held electronically through Zoom.**  
7

8 Board Members:

9 Mayor Len Arave, North Salt Lake  
10 Mayor Rick Earnshaw, Woods Cross  
11 Mayor Ken Romney, West Bountiful  
12 Marti Money, County Representative  
13 Councilmember Tami Fillmore, Centerville City  
14 Bret Millburn, County Representative  
15 Todd Meyers, County Representative  
16 Mayor Randy Lewis, Bountiful  
17

18 Others:

19 Jayme Blakesley, District Attorney  
20 Tif Miller, Executive Director  
21 Tyson Beck, District Clerk  
22 Mary Gadd, Office Manager  
23 Scott McDonald, Aquatics & Fitness Director  
24 Tom Lund, Maintenance Supervisor  
25 Heidi Kearsley, Customer Service Manager  
26 Haley Turner, Recreation Manager  
27 Lizie Allen, Aquatics Program Manager  
28 Layne Jenkins, Recreation Manager  
29 McKay King, Head Swim Coach  
30

31 **WELCOME**  
32

33 Chairwoman Fillmore opened the meeting at 4:32 p.m.  
34

35 **CITIZEN COMMENTS**  
36

37 No comments.  
38

39 **COVID-19 CLOSURE; STAFF DISCUSSION FOLLOW UP**  
40

41 Mr. Miller reviewed with the Board the document for several different options with the  
42 proposed changes to employee compensation due to Covid-19 related closure of the Center.  
43 After reviewing the items and the options each item had, each Board Member got the opportunity  
44 to ask questions.  
45

46 Mr. Meyers inquired what each City was doing regarding their employees who possibly  
47 were not working full-time hours. Mr. Millburn asked if all full-time employees would have  
48 enough workload to be able to work for 40 hours. Mr. Miller reviewed a list of what employees  
49 were working on, while the Center was closed, and what normal job functions, they still had

50 even with the closure. Mr. Millburn asked how many employees had comp time and what the  
51 policy is regarding comp time. Mr. Miller replied that employees can choose to earn it as comp  
52 time or be paid out with overtime.

53  
54 Mayor Arave asked Mr. Miller to clarify an email sent regarding unemployment. Mr.  
55 Miller explained that if every part-time employee were to file for unemployment that the District  
56 would be looking at approximately \$200,000 and the District would have to pay 100% of  
57 unemployment costs. Tyson Beck explained that employers have two options; be a reimbursable  
58 employer or to pay a percentage to the State unemployment for each payroll period. The District  
59 elected to be a reimbursable entity and would have to pay unemployment claims. Mayor Romney  
60 commented that he would want the work being completed to be efficient work and stated that the  
61 District is not an essential service.

62  
63 Mr. Miller continued reviewing the different options in employee compensation due to  
64 Covid-19 related closure for the part-time employees. After that review, each Board member got  
65 the opportunity to ask questions.

66  
67 Mayor Lewis asked that all work being done in facility be documented along with how  
68 long it took to complete the tasks. Chairwoman Fillmore liked the idea of giving employees a  
69 bonus for returning to work. Mr. Meyers commented that the employees had scheduled their time  
70 around working those hours and should be paid for those hours and the idea of giving employees  
71 a bonus for returning to work.

72  
73 Mrs. Money made a motion to give authority to the Executive Director to make staffing  
74 decisions during the Covid-19 related closure with parameters to not exceed 50% of the  
75 operational reserves. Mayor Earnshaw seconded the motion. Chairwoman Fillmore asked for  
76 comments from the remaining Board Members on the motion and the part-time compensation  
77 before holding a vote.

78  
79 Mr. Millburn commented he was not comfortable making policy on the spot. Mayor  
80 Arave preferred to pay employees for their hours worked and is fine with offering a hiring bonus.  
81 Mayor Romney commented that depending on the time that people will be anxious to get back to  
82 work without offering a bonus to employees. Mayor Earnshaw commented that employees are  
83 assets and keeping employees in place currently that programs can be ready to run upon re-  
84 opening.

85  
86 Chairwoman Fillmore asked for a vote on the motion made by Mrs. Money and seconded  
87 by Mayor Earnshaw. A roll call vote was held with Board Members Lewis, Money and  
88 Earnshaw voted "aye." Board Members Arave, Fillmore, Meyers, Millburn, and Romney voted  
89 "nay." The motion failed and did not pass.

90  
91 Mr. Meyers made a motion to accept the option that all full-time employees receive  
92 100% pay through April 1, 2020 for hours they would have worked if the Recreation Center had  
93 not closed with no leave taken away. Mrs. Money seconded the motion. A roll call vote was held  
94 with Board Members Arave, Fillmore, Earnshaw, Lewis, Meyers, Millburn, Money, and Romney  
95 voting "aye."

96  
97 Mrs. Money made a motion to accept the option that all full-time staff working at least  
98 32 hours would be paid as exempt employees; less than 32 hours would take leave as usual to  
99 reach 32 hours or use additional 80 hours of sick leave at full pay if they meet the qualifications

100 of the FMLA or Emergency Leave Act through December 31, 2020. Mayor Earnshaw seconded  
101 the motion. A roll call vote was held with Board Members Fillmore, Earnshaw, Lewis, Meyers,  
102 and Money voted “aye.” Board Members Arave, Millburn and Romney voted “nay.”  
103

104 Mrs. Money made a motion to accept the option that part-time staff be paid for scheduled  
105 shifts for the entire pay period, 3/15/2020-3/28/2020, while still earning pay for hours worked.  
106 Mayor Lewis seconded the motion. A roll call vote was held with Board Members Earnshaw,  
107 Lewis, Meyers, and Money voted “aye.” Board Members Arave, Fillmore, Millburn and Romney  
108 voted “nay.” The motion failed and did not pass.  
109

110 Mr. Millburn made a motion to accept the option that part-time staff be paid for  
111 scheduled for the first week, 3/15/2020-3/21/2020, while still earning pay for hours worked.  
112 Mayor Romney seconded the motion. A roll call vote was held with Board Members Arave,  
113 Fillmore, Earnshaw, Lewis, Meyers, Millburn, Money, and Romney voted “aye.”  
114

115 Mayor Romney made a motion to table voting on an option for part-time staff receiving a  
116 bonus. Mrs. Money seconded the motion. Board Members Arave, Fillmore, Earnshaw, Lewis,  
117 Meyers, Millburn, Money, and Romney voted “aye.”  
118

#### 119 **DISCUSSION ON VIRTUAL PROGRAMS**

120  
121 Mr. Miller reported that staff was changing the Recycle Run to a virtual run and if  
122 successful staff would look at holding e-sports and fitness classes.  
123

#### 124 **NEXT BOARD MEETING**

125  
126 Chairwoman Fillmore suggested the idea of a sub-committee to dig into the budget and  
127 the financial adjustments that might be necessary to keep the District healthy. Mayor Lewis  
128 suggested it be put onto the agenda at the next Board meeting.  
129

130 The next meeting will be April 20, 2020.  
131

132 Meeting adjourned at 6:09 p.m. on a motion made by Mayor Lewis and was seconded by  
133 Mayor Romney.