Combined Stansbury Recreation Service Area, Stansbury Greenbelt Service Area, and the Service Agency Board of Directors Meeting

JANUARY 8TH, 2025

Agenda

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

Motion to close the Stansbury Service Agency meeting and enter into the Stansbury Recreation Service Area and the Stansbury Greenbelt Service Area Boards of Trustees Meeting.

Agenda

Stansbury Recreation Service Area Board of Trustees Meeting

Order of Business

1. Call to Order
2. Roll Call

Action Items

3. 2025.01.01 R
   a. Board Review and possible approval of December 11, 2024, Public Hearing minutes
4. 2025.01.02 R

b. Selection of Stansbury Recreation Service Area Board of Trustees Chair, Clerk, and Treasurer for 2025.

Motion to adjourn the Stansbury Recreation Service Area Meeting.

Approval of Minutes

Selection of Stansbury Recreation Service Area Board of Trustees Chair, Clerk, and Treasurer for 2025

Agenda

Stansbury Greenbelt Service Area Board of Trustees Meeting

Order of Business

1. Call to Order
2. Roll Call

Action Items

3. 2025.01.01 R
   a. Board Review and possible approval of December 11, 2024, Public Hearing minutes
3. 2025.01.02 R
   a. Selection of Stansbury Greenbelt Service Area Board of Trustees Chair, Clerk, and Treasurer for 2025.

Motion to adjourn the Stansbury Greenbelt Service Area Meeting and enter into the Stansbury Service Agency Board of Directors Meeting.

Approval of Minutes

Selection of Stansbury Greenbelt Service Area Board of Trustees Chair, Clerk, and Treasurer for 2025

Agenda

Stansbury Service Agency Board of Directors Meeting

4. Review of Public Comments from the last meeting
5. Public Comments
6. General Manager Updates
   a. Operations
   b. Projects
   c. Finances
7. Action Items

1. 2025.01.01 A
   a. Selection of Stansbury Service Agency Board Chair, Treasurer, Clerk for 2025.
2. 2025.01.02 A

a. Board Review and approval of December 4, 2024, Meeting Minutes

3. 2025.01.03 A

a. Approval of Resolution 2024-01 Amending the 2024 General Fund Budget.
b. Approval of Resolution 2024-02 Amending the 2024 Budget.
c. Approval of Resolution 2024-03 Adopting the Stansbury Service Agency 2025 Budget

8. Discussion Items
   a. Weed Harvester Boat Discussion
   b. Update on Migration to .gov
   c. Discuss Possible Amendment to the 2024 Food Truck Agreement
   d. Discuss the Annual Conflict of Interest Disclosure and Ethical Behavior Pledge
   e. Discuss 2025 Board Member Training Certification
9. Board member reports and requests.
   a. Open comment session for individual Board Members to present final thoughts on any subject covered in the meeting, updates on individual projects not covered by the GM, concerns from residents, and requests for future board actions.
10. Motion to Adjourn

Review of Public Comment

NO PUBLIC COMMENTS TO REVIEW

Public Comments

General Manager Updates

Operations

Operations

Fall Activities

Aeration and Hydroseed

Pro Shop Sink

Stump Grinding of Tree Along Pole Canyon

Operations

Fall Activities

Locating lost sprinkler controllers/wire repairs

Trimming trees

Replacing bad sprinkler lines

Raking Leaves

Vehicle Maintenance

Operations

Fall Repairs

1” Line break at Sagers

Backflow rebuild on causeway

Backflow rebuild at Regatta Park

Backflow rebuild at 167 Lakeview

Repaired stuck valve on village

Backflow rebuild at Yachtsman

Area around bathroom at Porter way leveled and 1st seed application

Working on: Stansbury Parkway and the area around the shop

GM Updates

Operations

Electrical lines run on holes 10 and 17.

Completed Stump Removal on area by Pole Canyon

Meeting with Weed Harvester Boat Manufacturers

Bringing Impact Fees in-house

- Tooele County has requested a letter to formally terminate agreement.
- Brent Rose prepared a letter to the county attorney requesting a waiver of the six-month waiting period to terminate the agreement.
- Tooele is prepared to implement pending approval of cancellation of interlocal agreement

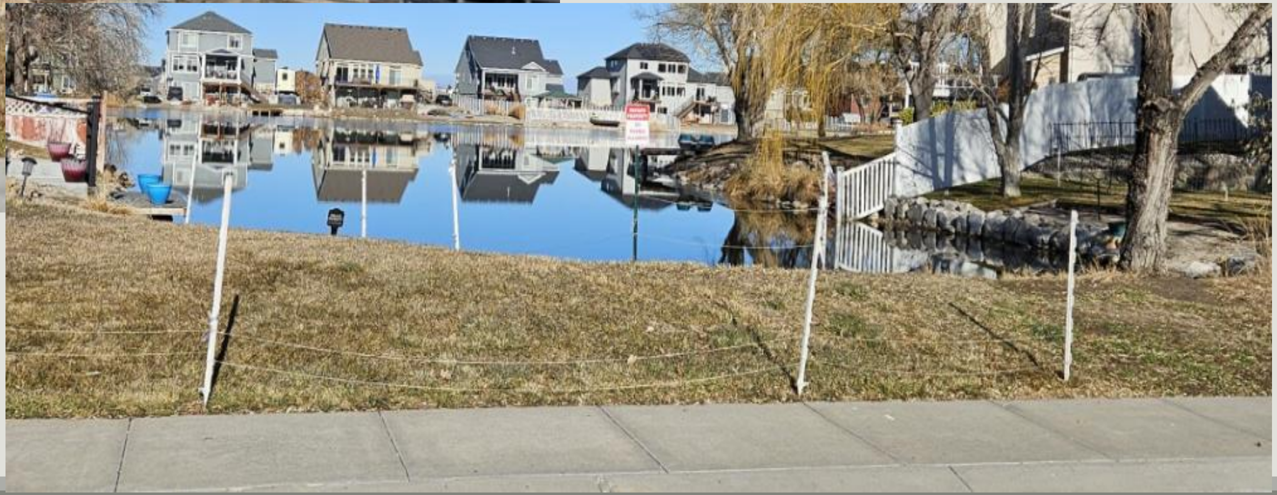
Lake Level

Inflow to Lake

- Well flow from golf course.
- Millpond park April – October

Outflow Controlled by gate

Lake Greenbelts



Projects

GM Updates

2025 Capital Projects

Action/Equipment	Projected Cost	Actual Cost	
Clubhouse Fire Supression/warning system not functiona	$ 6,000	$5,781	☑
Replace Maste Breaker at Clubhouse	$ 15,000	$4,880	Contract
Fire Suppression system not working in Golf Shack	$ 4,700	$4,796	☑
Add Wood Chips to Play Areas	$ 40,000		
Replace Railing Around Gazebo	$ 15,486		
Repair Railings in and around the pool/basketball area	$ 4,356		
AED	$ 2,350		
Overhead Windows Replaced/wooden framing seals repl	$ 10,000		
Repair Header Over Clubhouse Windows	$ 20,000		
3 Utility vehicles	45,000		
Verticut Reels (specialty blades for golf greens)	9,000		
Truck	50,000		
3 Utility vehicles	45,000		
Terrazzo grinder (uneven sidewalk grinder)	7,000		
Lake Boat Mower	160,000		Retrofit?
Install Security Cameras	$ 3,000		
Replacing Maintenance Roof	$ 25,000		
Fix Entry Way Doors in Main Lobby and off pool.	$ 15,747	$11,748	☑
Entry Way Concrete Leaking into storage area below, Needs to be Replaced and Rebuilt*	$ 10,000		
North Side of Clubhouse Wall rebuilt/remediated/Sealed	$ 45,000		
Golf Course Irrigation System Restoration*	$ 35,000		
Ice Machine	7,000		
	$ 574,639	$27,205	

Action	Cost
Replace/Repair Playground Equipment at Parks	$ 40,000
Install Additional Security Cameras	$ 5,000
Fixing Proshop Leaks	$ 10,000
Trim and Replace Trees Around Golf Course*	$ 50,000
Reinstall weather related control systems.*	$ 5,000
Cemetery Development Plan	$ 29,000
Flyswatters	$ 35
Install All Abilities Playground/Woodland park	$ 120,000
Prepare New Section of Cemetary	$ 46,000
Trimax (large area mower)	50,000.00
Large Vacuum Trailer (Ditch Witch)	85,000.00
Millpond Bridge Evaluation and Repair	$ 150,000
Upgrade of Sound and Video System in Clubhouse	$ 15,000
Diving Boards	15,000
Add Automated Locks to Bathrooms*	$ 10,000
Convert Downstairs Doors to Fire Compliants system	$ 10,000
	$ 640,035

Impact Fee Projects

Millpond – Working on final instructions to Blu Line to complete package for the county.

Bathroom Installs – Completing paperwork for the county

Shoreline – Waiting on final estimate from Liahona Construction

Soundwall Trail – Package to UDOT for final approval of final route

Finances

Golf Course 2024 Year End

SUMMARY						
	2024 YTD	2023	2022	2021	2020	2024 Projected
Total Revenue	$969,175	$661,094	$749,416	$834,796	$774,430	$961,671
Less Taxes	$911,423	$646,886	$732,252	$834,839	$774,430	$905,492
Less Non-Revenue Payments	$42,724	$58,240	$71,855	$54,949	$53,760	$37,167
Net Revenue	$868,699	$588,646	$660,397	$779,891	$720,670	$868,325

Golf Course Year by Year Comparison

GROSS REVENUE					
YEAR	**Q1**	Q2	Q3	Q4	TOT
2024	$133,454.00	$338,529.98	$356,232.63	$140,958.60	$969,175.21
2023	$36,031.57	$265,507.89	$245,059.26	$115,083.31	$661,682.03
2022	$155,570.72	$274,065.75	$257,133.67	$62,645.55	$749,415.69
2021	$138,671.90	$286,186.08	$279,885.31	$130,102.15	$834,845.44
2020	$46,046.68	$299,406.90	$288,322.01	$140,654.20	$774,429.79
LESS TAXES					
2024	$126,095.65	$318,347.99	$334,952.38	$132,027.18	$911,423.20
2023	$35,617.17	$260,749.45	$239,054.42	$111,464.76	$646,885.80
2022	$154,687.16	$267,054.09	$249,710.05	$60,800.42	$732,251.72
2021	$138,671.90	$286,180.06	$279,885.31	$130,102.15	$834,839.42
2020	$46,046.68	$299,406.90	$288,322.01	$140,654.20	$774,429.79

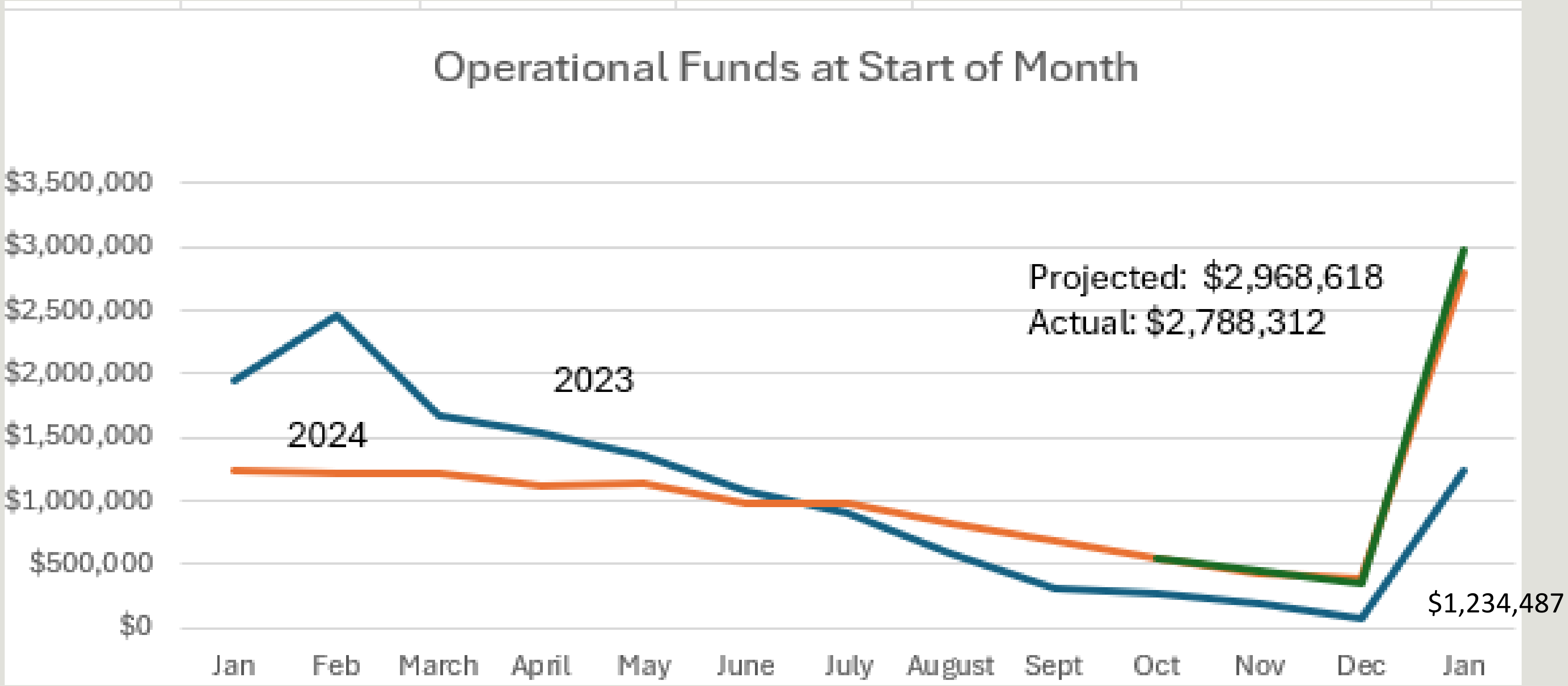
NON-REVENUE PAYMENTS					
2024	-$88.50	$4,604.35	$26,650.85	$11,557.53	$42,724.23
2023	$3,657.95	$9,309.80	$19,521.45	$25,751.00	$58,240.20
2022	$9,545.61	$16,831.54	$31,226.91	$14,250.99	$71,855.05
2021	$5,725.09	$15,088.62	$22,622.16	$11,512.86	$54,948.73
2020	$2,372.00	$11,450.75	$22,597.92	$17,338.98	$53,759.65

Operational Funds Availability

2023 Year End				
Operations			**IMPACT**	
Checking (Zions Bank)	$19,751.38		Checking (Zions	$32,916.03
Checking (Chartway)	$1,087.11		PTIF	$993,811.32
Savings (Chartway)	$5.00			
PTIF	$1,213,643.00			
TOTAL	**$1,234,486.49**			**$1,026,727.35**
TOTAL	$2,261,213.84			

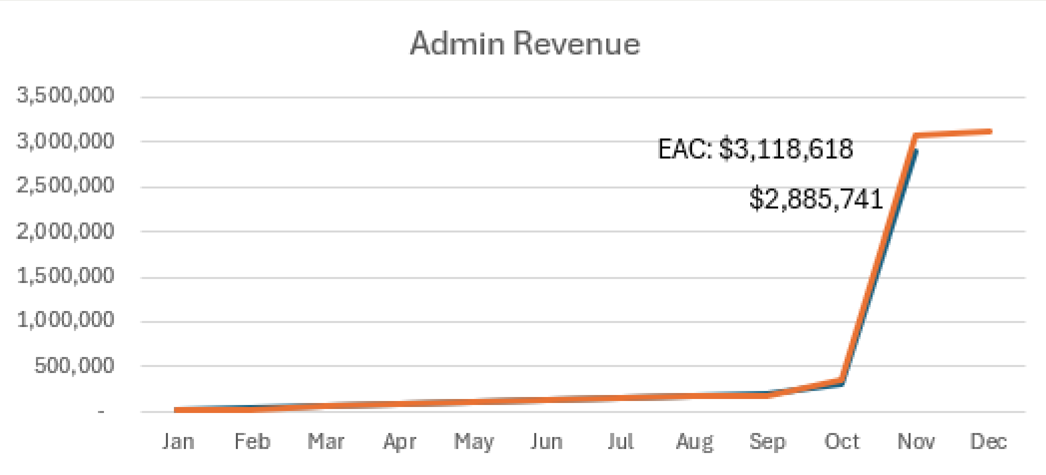
As of 31 Dec 2024				
Operations			**IMPACT**	
Checking (Zions Bank)	$72,791.29		Checking (Zions	$33.26
Checking (Chartway)	$1,087.11		PTIF	$1,201,244.97
PTIF	$2,714,433.68			
TOTAL	**$2,788,312.08**			**$1,201,278.23**
TOTAL	$3,989,590.31			

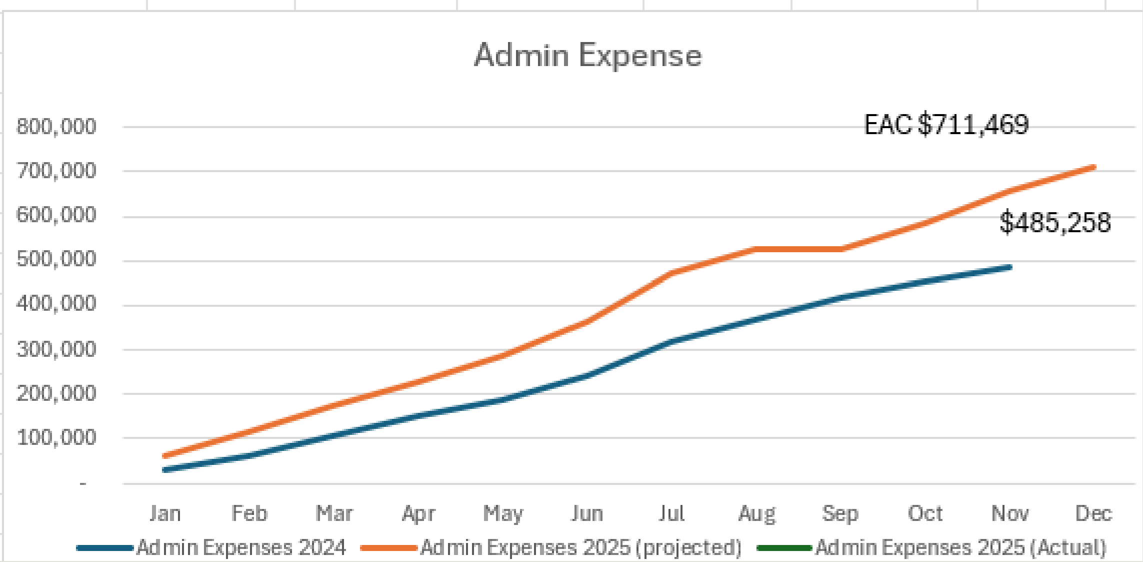
Operational Funds Availability 2024



Financial Summary

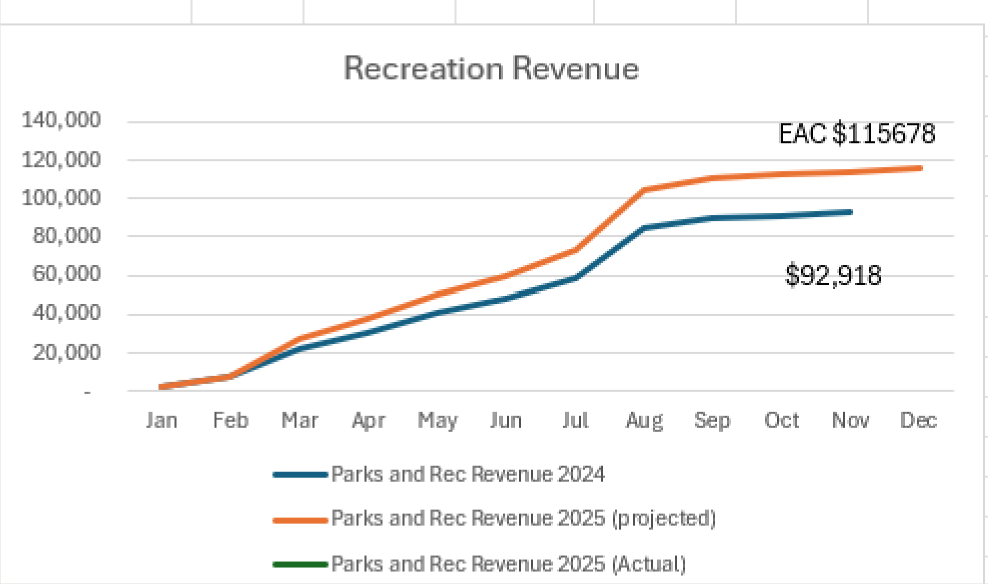
Admin

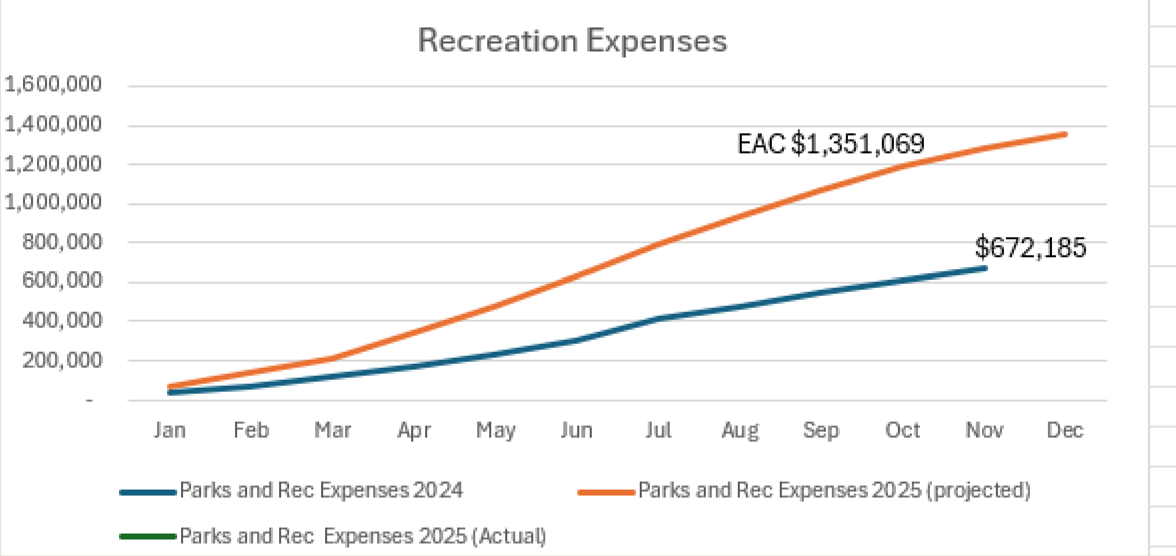




Financial Summary

Parks and Rec



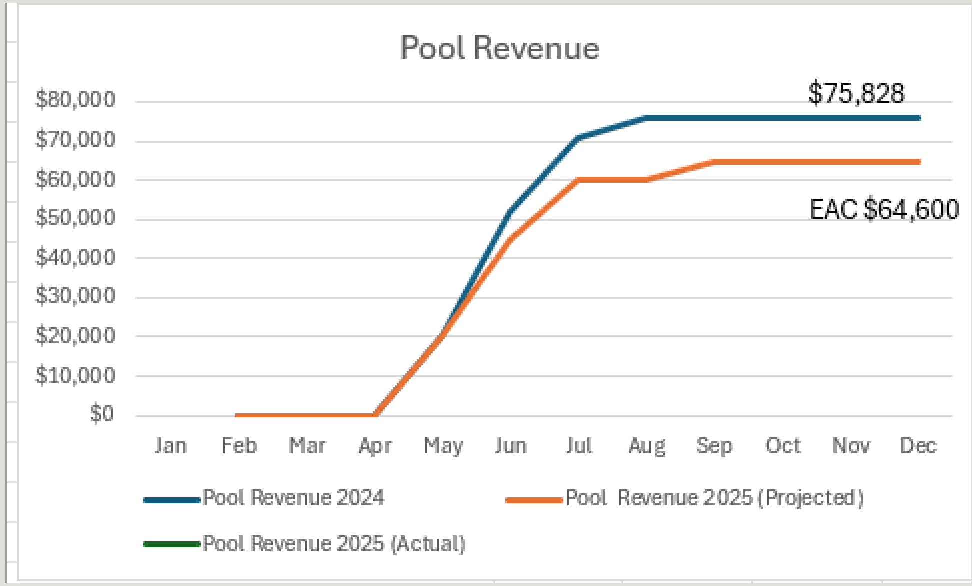


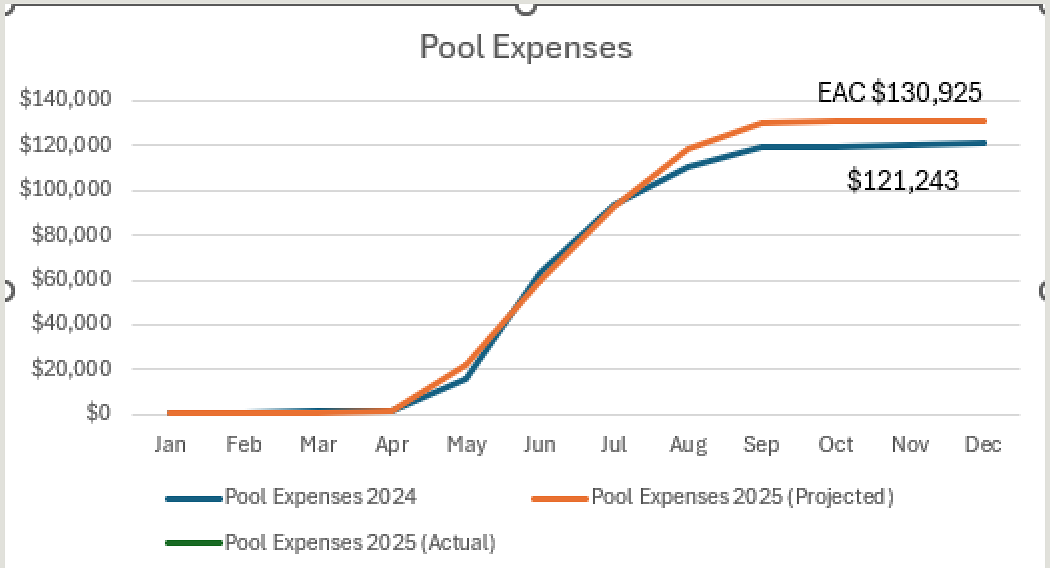
Financial Summary

Golf Course

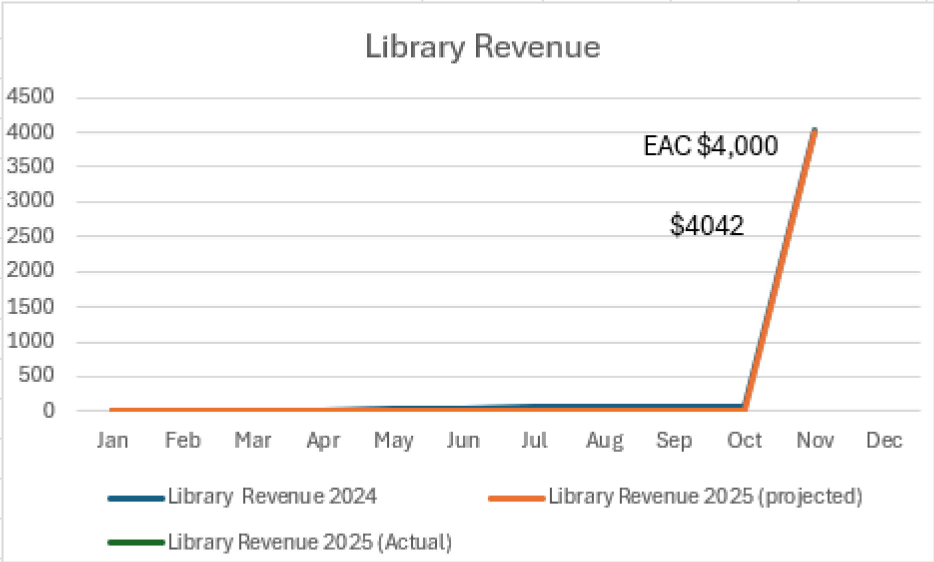
Financial Summary

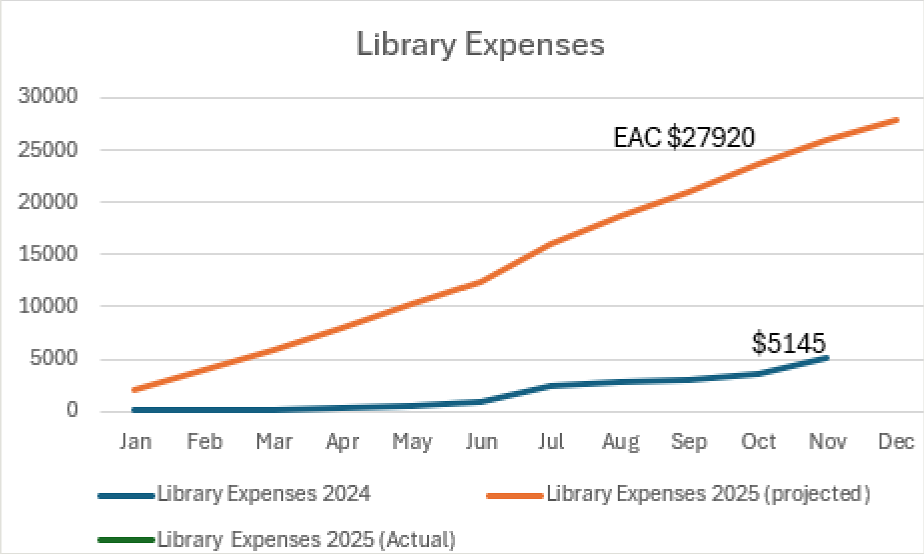
Pool





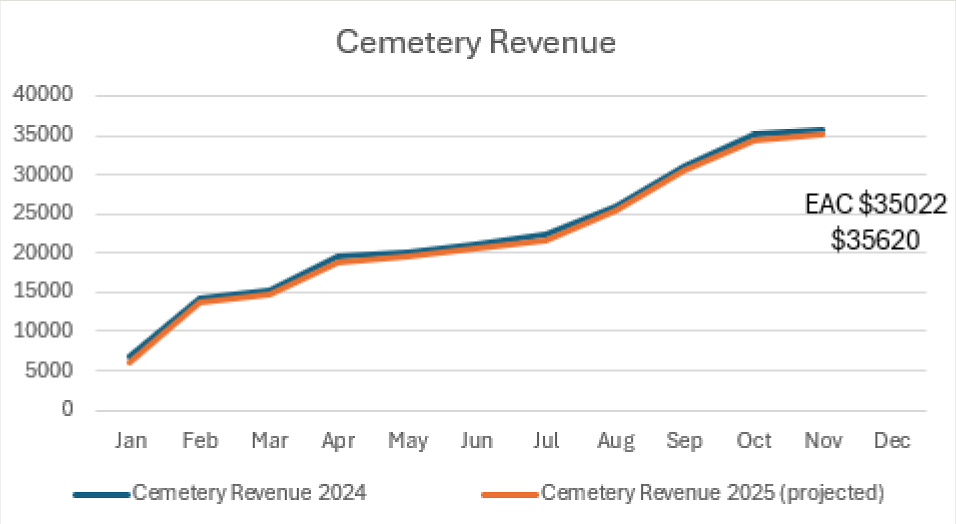
Financial Summary
Library

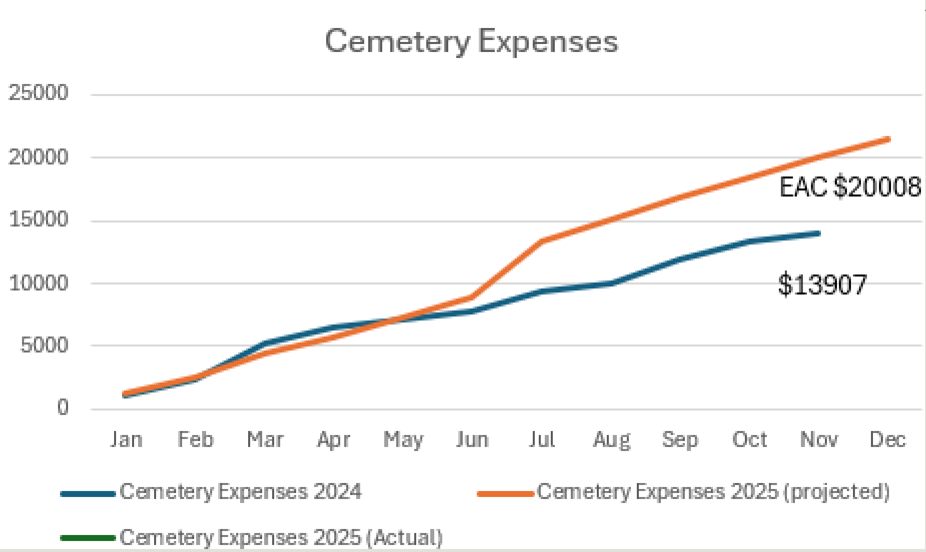




Financial Summary

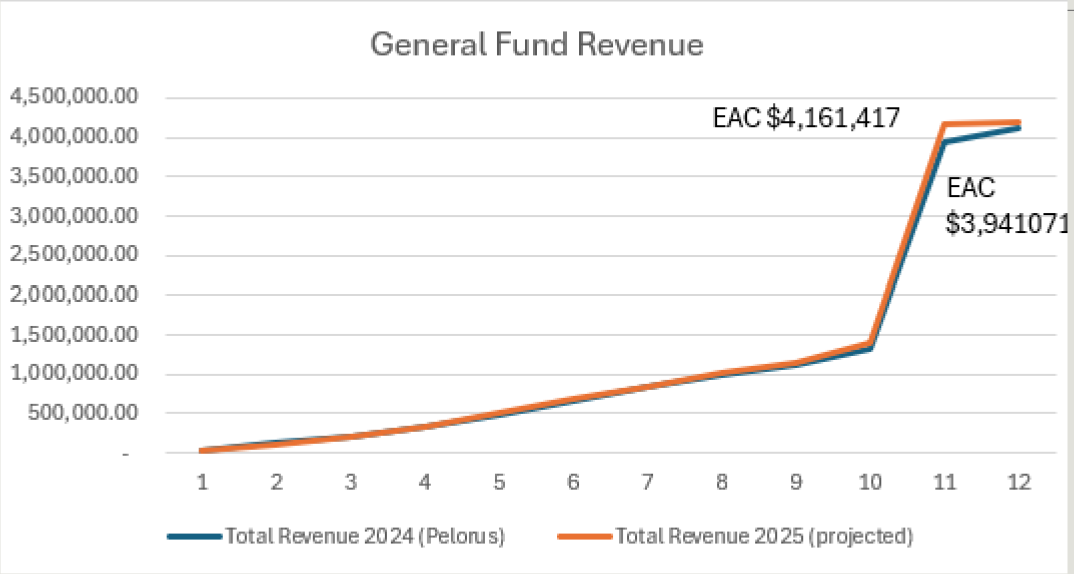
Cemetery

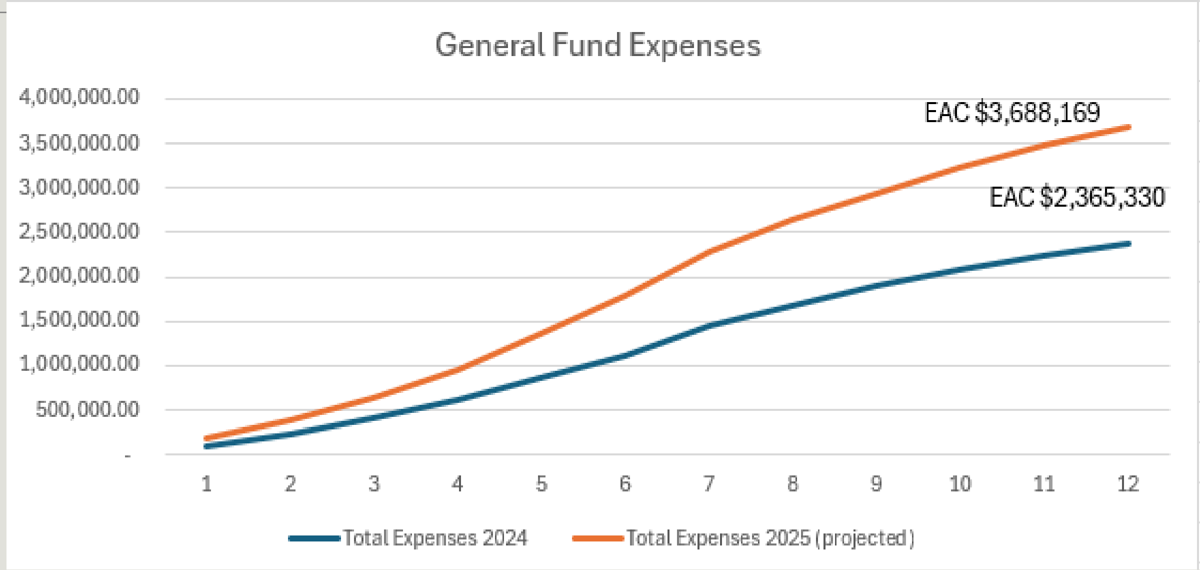




Financial Summary

Overall





Selection of Stansbury Service Agency Board of Trustees Chair, Clerk, and Treasurer for 2025

Review and Possible Approval of Minutes

Discussion Items

Approval of Resolutions

2024 Amended Budget

Local and Special Service Districts Adopted Budget

Name: Stansbury Service Agency

Fiscal Year: 2024

Form: SD-BUD-1-2012

Part I General and Enterprise Fund

	(a)	General Fund		
		Actual Expenses		
		Prior Year 2023	Approved 2024	Amended Budget 2024
	Revenues			
1.1	Taxes: Property Tax	1,411,624	2,993,061	2,968,618
1.2	Other:			
1.3	Fee in Lieu of Taxes	129,825	100,000	130,000
1.4	Charges for Services	672,052	913,270	1,024,632
1.5	Interest Income	58,131	51,000	55,000
1.6	Miscellaneous Revenue	59,459	42,254	74,451
1.7	Intergovernmental Revenue	27,088	4,000	18,969
1.8				
	Other Financing Sources:			
1.9	Transfers from Other Funds			
1.10	Contribution from Fund Balance		-	327,184
1.11				
1.12				
	Total Revenues	2,358,178	4,103,585	4,598,854
	Expenses			
2.1	Salaries and Benefits	1,530,189	1,456,215	1,421,504
2.2	Other Operating Expenses	885,824	938,173	1,065,912
2.3	Depreciation			
2.4	Capital Outlay			
2.5	Debt Service			
2.6				
2.7				
2.8				
	Other Financing Uses:			
2.9	Transfers to Other Funds	539,783	730,000	1,107,184
2.10	Contribution to Fund Balance		922,097	1,004,254
2.11				
2.12				
	Total Expenditures / Expenses	2,955,796	4,046,485	4,598,854
	Net Income / (Loss)	(597,618)	57,100	(0)

CONTINUE ON PAGE 2 WITH PART II

Part II Capital Projects and Debt Service Fund

		Capital Projects Fund		
		Actual Expenses		
		Prior Year 2023	Approved Budget 2024	Amended Budget 2024
	Revenues			
1.1	Bond Issues			
1.2	Property Taxes			
1.3	Fee-in-Lieu of Taxes			
1.4	Investment/Interest Income	47,270	40,000	58,000
1.5	Intergovernmental Revenue	7,785	650,400	41,517
1.6	Impact Fees Revenue	126,905	143,100	325,000
	Transfers From:			
1.6	General Fund	539,783	730,000	1,107,184
1.7	Capital Projects Fund			
1.8	Other: Fund Balance Appropriation		528,630	20,500
1.9	Other:			
	Total Revenues	721,743	2,092,130	1,552,201
1.1	Beginning Fund Balance			
1.11	Available for Use	721,743	2,092,130	1,552,201
	Expenses			
2.1	Debt Service			
2.2	Retirement of Bonds			
2.3	Interest on Bonds			
2.4	Capital Outlay	992,070	1,527,130	444,381
	Transfers From:			
2.5	Fund Balance Appropriated		565,000	1,107,820
2.6				
2.7	Other:			
2.8	Other:			
	Total Expenses	992,070	2,092,130	1,552,201
	Ending Fund Balance	(270,327)	-	-

2025 Approved Budget

Local and Special Service Districts Adopted Budget

Name: Stansbury Service Agency

Fiscal Year: 2025

Form: SD-BUD-1-2012

Part I General and Enterprise Fund

	(a)	General Fund		
		Actual Expenses		
		Prior Year 2023	Current Year 2024	Budget 2025
	Revenues			
1.1	Taxes: Property Tax	1,411,624	2,968,618	3,118,618
1.2	Other:			
1.3	Fee in Lieu of Taxes	129,825	130,000	110,000
1.4	Charges for Services	672,052	1,024,632	1,070,390
1.5	Interest Income	58,131	55,000	80,000
1.6	Miscellaneous Revenue	59,459	74,451	70,692
1.7	Intergovernmental Revenue	27,088	18,969	4,000
1.8				
	Other Financing Sources:			
1.9	Transfers from Other Funds			
1.10	Contribution from Fund Balance		327,184	
1.11				
1.12				
	Total Revenues	2,358,178	4,598,854	4,453,700
	Expenses			
2.1	Salaries and Benefits	1,530,189	1,421,504	2,477,315
2.2	Other Operating Expenses	885,824	1,065,912	1,368,365
2.3	Depreciation			
2.4	Capital Outlay			
2.5	Debt Service			
2.6				
2.7				
2.8				
	Other Financing Uses:			
2.9	Transfers to Other Funds	539,783	1,107,184	458,020
2.10	Contribution to Fund Balance		1,004,254	150,000
2.11				
2.12				
	Total Expenditures / Expenses	2,955,796	4,598,854	4,453,700
	Net Income / (Loss)	(597,618)	-	-

CONTINUE ON PAGE 2 WITH PART II

Part II Capital Projects and Debt Service Fund

		Capital Projects Fund		
		Actual Expenses		
		Prior Year 2023	Current Year 2024	Budget 2025
	Revenues			
1.1	Bond Issues			
1.2	Property Taxes			
1.3	Fee-in-Lieu of Taxes			
1.4	Investment/Interest Income	47,270	58,000	40,000
1.5	Intergovernmental Revenue	7,785	41,517	658,883
1.6	Impact Fees Revenue	126,905	325,000	270,000
	Transfers From:			
1.6	General Fund	539,783	1,107,184	459,470
1.7	Capital Projects Fund			
1.8	Other: Fund Balance Appropriation		20,500	753,229
1.9	Other:			
	Total Revenues	721,743	1,552,201	2,181,582
1.1	Beginning Fund Balance			
1.11	Available for Use	721,743	1,552,201	2,181,582
	Expenses			
2.1	Debt Service			
2.2	Retirement of Bonds			
2.3	Interest on Bonds			
2.4	Capital Outlay	992,070	444,381	1,709,892
	Transfers From:			
2.5	Fund Balance Appropriated		1,107,820	471,690
2.6				
2.7	Other:			
2.8	Other:			
	Total Expenses	992,070	1,552,201	2,181,582
	Ending Fund Balance	(270,327)	-	-

Weed Harvester Boat

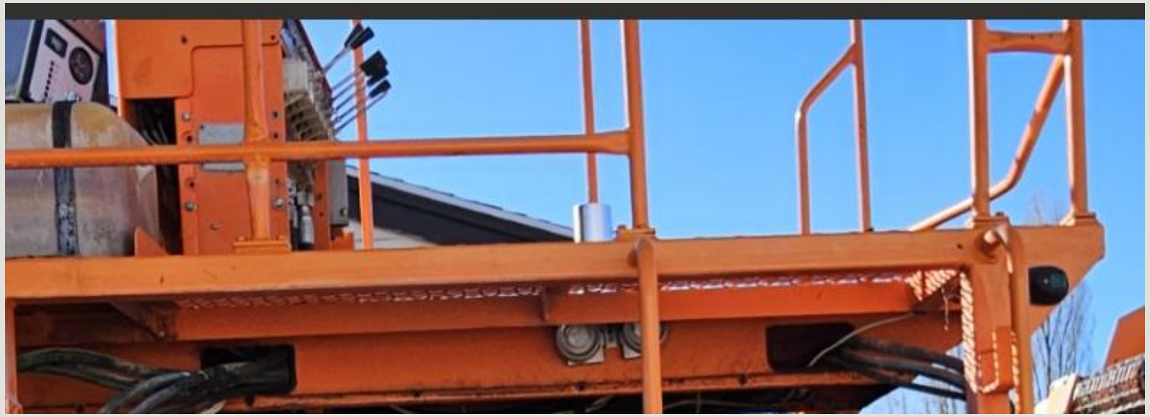
Lake Weed Harvester Boat

From Kenny Smith’s visit with the developers

- Boats should be good for 25-30 years.
- Aquarius team feels that one boat should be sufficient.
- Aquarius design team willing to work with us to help retrofit our boat.
- They have a ready supply of parts at their facility.
- Alpha boats are a knock off or the Aquamarine and Aquarius boats
  - Cheaper boats, but lower quality.
  - The redesign is not fully engineered
- After visit, the operations team thinks they can retrofit the current boat and make it operate more efficiently
- Recommendation: Retrofit the current boat and determine if operation is sufficient in 2025. Begin to establish a replacement fund in the capital projects line with a 10-year end date.

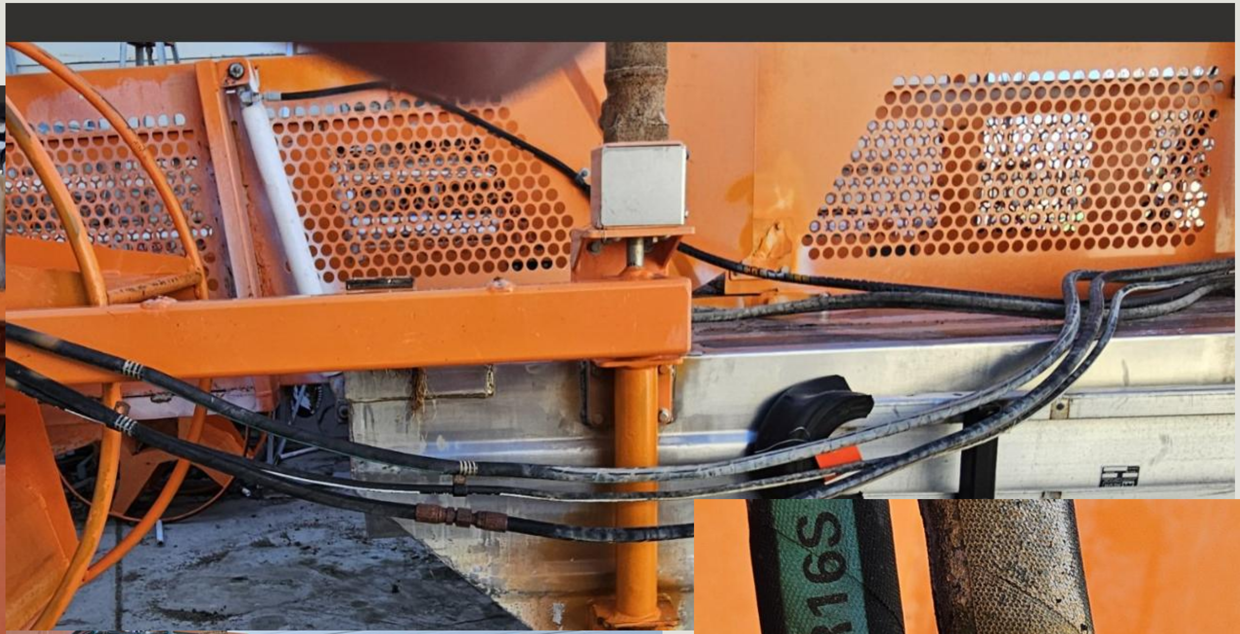
Lake Weed Harvester Boat

Retrofit – Move Control Panel



Lake Weed Harvester Boat

Retrofit - Hydraulics



Lake Weed Harvester Boat

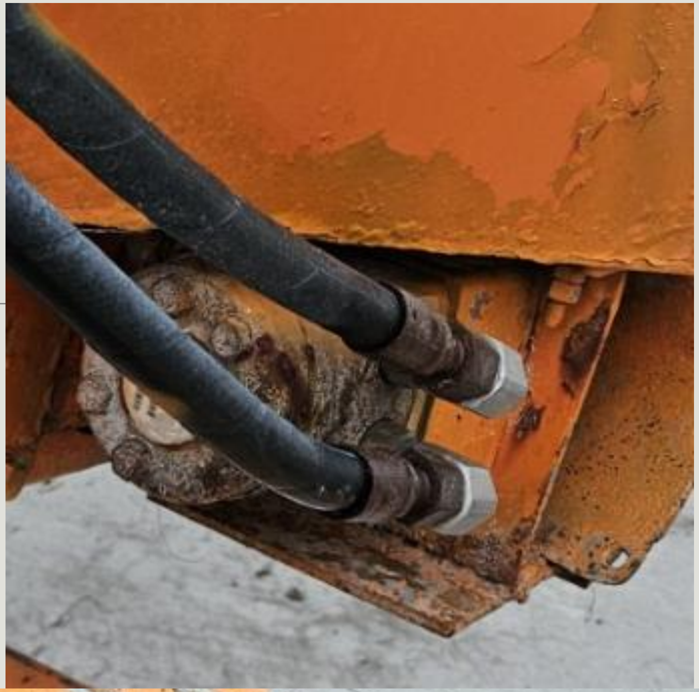
Retrofit-Gear Boxes/Drives

Lake Weed Harvester Boat

Retrofit-Hardware/Fittings

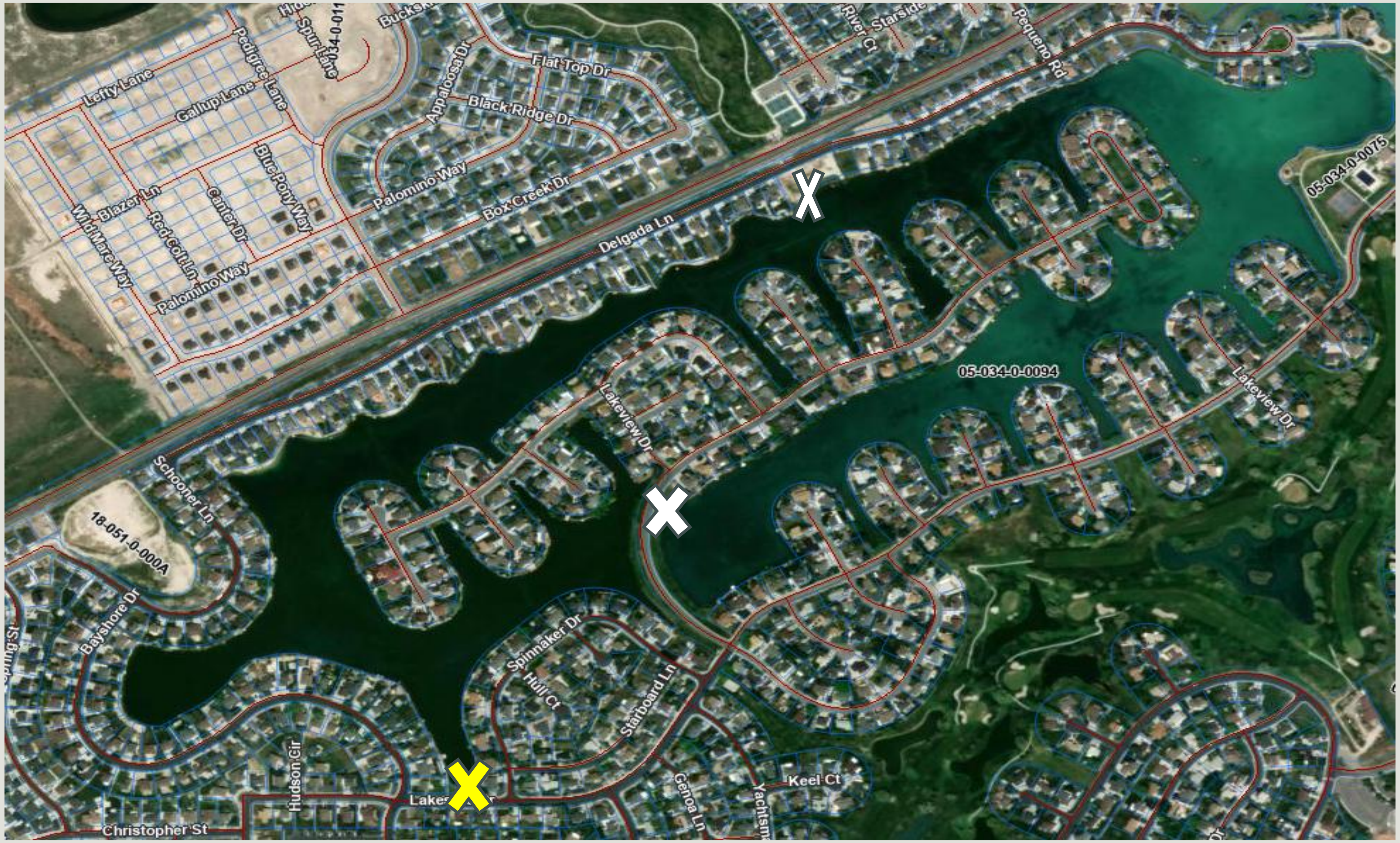
Lake Weed Harvester Boat

Cutter



Lake Weed Harvester Boat

Operational Improvement



Update on Migration to .gov

.gov Updated Costs

	2024 Pricing	2024 Quotes	2025 Pricing
Domain Hosting	Godaddy 1 domain	DNS Made Easy (5 domains)	DNS Made Easy (5 domains)
Email Hosting	Godaddy *(22 users)*	MicroAge *(30 users)*	MicroAge *(30 users)*
Website Hosting	Godaddy 1 Website	WP Engine 3 websites	WP Engine 3 websites
Annual Cost	$ 4,639.03	$ 1,429.00	$ 4721.76

Possible Amendment to the 2024 Food Truck Agreement

Annual Conflict of Interest Disclosure and Ethical Behavior Pledge

2025 Board Member Training Certification

Board Member Reports and Requests

Open public comment session for individual Board Members to present final thoughts on any subject covered in the meeting, updates on individual projects not covered by the GM, concerns from residents, and requests for future board actions.

Adjourn