STANSBURY
SERVICE AGENCY
Parks and Recreation

Stansbury Service Agency Board of Directors Meeting Agenda

Date: Wednesday, April 23rd, 2025
Location: 1 Country Club Drive, STE 1
Stansbury Park, UT 84074
Time: 7:00 PM

Order of Business

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Fire Chief Update
5. Sheriff Update
6. Public Comments
7. GM Updates
    a. Operations
    b. Projects

Discussion Items

8. Financial Presentation for March 2025
9. Reprioritization of Capital Projects

Action Items:

1. 2025.04.03 A
    1. Board Review and Possible Approval of March 2025 Financials, Expenditures and Journal Entries
2. 2025.04.04 A
    a. Board Review and Possible Approval of April 9, 2025 Minutes
3. 2025.04.05 A
    a. Board Review and Possible Approval of Board Compensation Policy
4. 2025.04.06 A
    a. Board Review and Possible Approval of Special Events Policy
5. 2025.04.07 A
    a. Board Review and Possible Approval of Safety Handbook

Board Member Reports and Discussion Item

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.

Motion to Adjourn

Stansbury Service Agency of Tooele County

Financial Statement Report - Monthly with Percent
10 General Fund - 03/01/2025 to 03/31/2025
25.00% of the fiscal year has expired

	Current Period	YTD Balance
Net Position		
Assets:		
Current Assets		
Cash and cash equivalents	58,612.25	2,727,785.47
Total Current Assets	**58,612.25**	**2,727,785.47**
Total Assets:	**58,612.25**	**2,727,785.47**
Liabilites and Fund Equity:		
Liabilities:		
Current liabilities	93,013.22	201,367.85
Total Liabilities:	**93,013.22**	**201,367.85**
Equity - Paid In / Contributed	(2,560,818.59)	(2,526,417.62)
Total Liabilites and Fund Equity:	**(2,467,805.37)**	**(2,325,049.77)**
Total Net Position	**2,526,417.62**	**5,052,835.24**

Stansbury Service Agency of Tooele County

Financial Statement Report - Monthly with Percent
10 General Fund - 03/01/2025 to 03/31/2025
25.00% of the fiscal year has expired

	Approved Budget	Current Period	YTD Balance	Adjusted Budget	Percent
Change In Net Position					
Revenue:					
Taxes	3,228,618.00	78,679.35	118,872.49	3,268,618.00	3.68%
Intergovernmental revenue	4,000.00			4,000.00	
Charges for services	1,081,828.00	128,900.91	188,653.72	1,085,848.00	17.44%
Interest	80,000.00	14,071.52	41,848.54	80,000.00	52.31%
Miscellaneous revenue	59,254.00	1,360.35	601,815.10	659,254.00	1,015.65%
Total Revenue:	**4,453,700.00**	**223,012.13**	**951,189.85**	**5,097,720.00**	**21.36%**
Expenditures:					
General government					
Council	18,650.00		19.09	18,650.00	0.10%
Administrative	764,870.00	49,989.84	115,394.28	680,750.00	15.09%
Total General government	**783,520.00**	**49,989.84**	**115,413.37**	**699,400.00**	**14.73%**
Parks, recreation, and public property					
Recreation	1,351,690.00	87,523.28	176,917.44	1,376,690.00	13.09%
Golf Greens	812,205.00	37,619.65	88,139.70	797,205.00	10.85%
Pro Shop	632,500.00	64,623.24	155,954.06	632,500.00	24.66%
Pool	130,925.00	346.60	689.03	130,925.00	0.53%
Library	27,920.00	2,340.98	3,470.73	27,920.00	12.43%
Cemetery	21,460.00	1,301.97	4,069.83	21,460.00	18.96%
Project Management	85,460.00	7,891.55	19,314.98	85,460.00	22.60%
Total Parks, recreation, and public property	**3,062,160.00**	**201,647.27**	**448,555.77**	**3,072,160.00**	**14.65%**
Transfers	608,020.00	5,775.99	42,464.35	1,326,160.00	6.98%
Total Expenditures:	**4,453,700.00**	**257,413.10**	**606,433.49**	**5,097,720.00**	**13.62%**
Total Change In Net Position		**(34,400.97)**	**344,756.36**		

Stansbury Service Agency of Tooele County
Financial Statement Report - Monthly with Percent
41 Capital Projects Fund - 03/01/2025 to 03/31/2025
25.00% of the fiscal year has expired

	Current Period	YTD Balance
Net Position		
Assets:		
Current Assets		
Cash and cash equivalents		776,364.64
Total Current Assets		**776,364.64**
Total Assets:		**776,364.64**
Liabilites and Fund Equity:		
Liabilities:		
Current liabilities	8,614.40	15,329.45
Total Liabilities:	**8,614.40**	**15,329.45**
Equity - Paid In / Contributed	(769,649.59)	(761,035.19)
Total Liabilites and Fund Equity:	**(761,035.19)**	**(745,705.74)**
Total Net Position	**(761,035.19)**	**1,522,070.38**

Stansbury Service Agency of Tooele County
Financial Statement Report - Monthly with Percent
41 Capital Projects Fund - 03/01/2025 to 03/31/2025
25.00% of the fiscal year has expired

	Approved Budget	Current Period	YTD Balance	Adjusted Budget	Percent
Change In Net Position					
Revenue:					
Contributions and transfers	1,031,902.00	5,775.99	42,464.35	1,031,902.00	4.12%
Total Revenue:	**1,031,902.00**	**5,775.99**	**42,464.35**	**1,031,902.00**	**4.12%**
Expenditures:					
Parks, recreation, and public property					
Parks	339,612.00	12,900.00	12,900.00	339,612.00	3.80%
Recreation	119,000.00	1,490.39	21,094.36	119,000.00	17.73%
Golf Greens	89,000.00		11,150.40	85,725.00	12.53%
Pro Shop	14,050.00		10,259.98	17,325.00	73.02%
Total Parks, recreation, and public property	**561,662.00**	**14,390.39**	**55,404.74**	**561,662.00**	**9.86%**
Transfers	470,240.00			470,240.00	
Total Expenditures:	**1,031,902.00**	**14,390.39**	**55,404.74**	**1,031,902.00**	**5.37%**
Total Change In Net Position		**(8,614.40)**	**(12,940.39)**		

Stansbury Service Agency of Tooele County

Financial Statement Report - Monthly with Percent
44 Impact Fees Fund - 03/01/2025 to 03/31/2025
25.00% of the fiscal year has expired

	Current Period	YTD Balance
Net Position		
Assets:		
Current Assets		
Cash and cash equivalents	28,259.22	1,421,077.50
Total Current Assets	**28,259.22**	**1,421,077.50**
Total Assets:	**28,259.22**	**1,421,077.50**
Liabilites and Fund Equity:		
Liabilities:		
Current liabilities		5.33
Total Liabilities:		**5.33**
Equity - Paid In / Contributed	(1,392,812.95)	(1,421,072.17)
Total Liabilites and Fund Equity:	**(1,392,812.95)**	**(1,421,066.84)**
Total Net Position	**1,421,072.17**	**2,842,144.34**

Stansbury Service Agency of Tooele County
Financial Statement Report - Monthly with Percent
44 Impact Fees Fund - 03/01/2025 to 03/31/2025
25.00% of the fiscal year has expired

	Approved Budget	Current Period	YTD Balance	Adjusted Budget	Percent
Change In Net Position					
Revenue:					
Intergovernmental revenue	658,883.00			124,483.00	
Interest	40,000.00	5,139.94	14,397.91	40,000.00	35.99%
Miscellaneous revenue	270,000.00	24,300.00	97,200.00	270,000.00	36.00%
Contributions and transfers	179,347.00			46,420.00	
Total Revenue:	**1,148,230.00**	**29,439.94**	**111,597.91**	**480,903.00**	**9.72%**
Expenditures:					
General government					
Administrative	61,730.00	299.87	572.31	60,730.00	0.93%
Total General government	**61,730.00**	**299.87**	**572.31**	**60,730.00**	**0.93%**
Parks, recreation, and public property					
Parks	108,500.00		168.73	108,500.00	0.16%
Recreation	978,000.00	880.85	1,124.46	311,673.00	0.11%
Total Parks, recreation, and public property	**1,086,500.00**	**880.85**	**1,293.19**	**420,173.00**	**0.12%**
Total Expenditures:	**1,148,230.00**	**1,180.72**	**1,865.50**	**480,903.00**	**0.16%**
Total Change In Net Position		**28,259.22**	**109,732.41**		

Stansbury Service Agency of Tooele County
Check Register
All Bank Accounts - 03/01/2025 to 03/31/2025

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
3C Business Solutions	ACH	30273	02/14/2025	03/12/2025	21.75	Billing for CCTV	1052-311 - Security	
3C Business Solutions	ACH	30273	02/14/2025	03/12/2025	21.75	Billing for CCTV	1053-311 - Security	
					$43.50			
Ace Disposal	ACH	791684	02/28/2025	03/26/2025	65.01	Clubhouse Garbage	1053-277 - Waste/Trash - Clubhouse	
Ace Disposal	ACH	791684	02/28/2025	03/26/2025	65.02	Pro Shop Garbage	1058-260 - Waste/Trash	
Ace Disposal	ACH	791684	02/28/2025	03/26/2025	85.11	Golf Course Garbage	1052-260 - Waste/Trash	
Ace Disposal	ACH	791684	02/28/2025	03/26/2025	248.48	1/3 Clubhouse, Shop and Park Garbage	1053-260 - Waste/Trash	
					$463.62			
AD WEAR	ACH	44749	02/24/2025	03/18/2025	703.25	Work Shirts for 2025	1053-240 - Office supplies & PPE	
AD WEAR	ACH	44751	02/24/2025	03/18/2025	477.40	Work Shirts for 2025	1052-240 - Office supplies & PPE	
AD WEAR	ACH	44752	02/24/2025	03/18/2025	25.00	Art Set Up for work shirts	1051-240 - Office supplies & PPE	
AD WEAR	ACH	44752	02/24/2025	03/18/2025	25.00	Art Set Up for work shirts	1053-240 - Office supplies & PPE	
AD WEAR	ACH	44752	02/24/2025	03/18/2025	25.25	Polo for Gordon x1	1053-240 - Office supplies & PPE	
AD WEAR	ACH	44752	02/24/2025	03/18/2025	50.00	Art Set Up for work shirts	1052-240 - Office supplies & PPE	
AD WEAR	ACH	44752	02/24/2025	03/18/2025	53.50	Polo for Jim x2	1051-240 - Office supplies & PPE	
AD WEAR	ACH	44752	02/24/2025	03/18/2025	75.75	Polo for Mac x3	1052-240 - Office supplies & PPE	
AD WEAR	ACH	44752	02/24/2025	03/18/2025	75.75	Polo for Shawn x3	1059-240 - Office supplies	
					$1,510.90			
					$1,510.90			
Adobe Inc	CC	03132025	03/13/2025	03/13/2025	21.37	Acropro Subscription	1051-312 - IT expense	
					$21.37			
Adobe Rock Products	ACH	31542	02/05/2025	03/05/2025	38.28	3/8' of crusher fines	1057-250 - Maintenance	
Adobe Rock Products	ACH	31621	02/12/2025	03/12/2025	38.28	3/8' of crusher fines	1057-250 - Maintenance	
Adobe Rock Products	ACH	31658	02/18/2025	03/18/2025	36.96	Fill Dirt for playgrounds	1053-250 - Parks & Greenbelts Mainten	
					$113.52			
Amazon	ACH	14TH-H16D-JP6P	02/27/2025	03/26/2025	8.99	Security-01 AZ to DC 5V 1A Power Supply Adapter	417257 - Cameras Installation	
Amazon	ACH	16PD-QVLT-H47	02/07/2025	03/05/2025	14.99	Microfiber Cleaning Cloths	1053-256 - Clubhouse Maintenance	
Amazon	ACH	1C91-PGMT-4JG	02/12/2025	03/12/2025	98.59	Multipurpose Spot Cleaner	1053-256 - Clubhouse Maintenance	
Amazon	ACH	1CNP-J3N3-GYK	02/13/2025	03/12/2025	35.99	Mop Heads to clean CH	1053-256 - Clubhouse Maintenance	
Amazon	ACH	1DCR-JMLP-3GC	01/27/2025	03/05/2025	14.61	Wire Caddy for Office	1051-240 - Office supplies & PPE	
Amazon	ACH	1F6G-4M43-7MH	02/24/2025	03/26/2025	8.60	Power Supply Yealink (security system cameras)	417257 - Cameras Installation	
Amazon	ACH	1G1F-P1NW-6HL	02/26/2025	03/26/2025	70.18	Clamps and Conduit Clips	1053-252 - Equipment Repairs & Maint	
Amazon	ACH	1G1F-P1NW-X4X	02/28/2025	03/26/2025	1,308.20	Biodegradable Hydraulic Oil x5	1053-252 - Equipment Repairs & Maint	
Amazon	ACH	1JQN-NXHF-WH	02/15/2025	03/12/2025	92.65	Crafts for Easter Event being held by the library(Wa	1051-320 - Community Outreach	
Amazon	ACH	1JR1-VT11-4Q6G	02/11/2025	03/12/2025	131.32	Dust Mop and Floor Sweeper/Dust Mop Treatment	1053-256 - Clubhouse Maintenance	
Amazon	ACH	1KGM-GWDP-44	02/03/2025	03/05/2025	919.43	Cable/TP Link/Crimper for Security System for CH	417257 - Cameras Installation	
Amazon	ACH	1LTV-MLCW-HPX	01/28/2025	03/05/2025	37.56	20 Ft Duster	1053-256 - Clubhouse Maintenance	
Amazon	ACH	1LXH-RWDF-DP	02/17/2025	03/26/2025	19.59	Crafts for Easter Event being held by the library(teas	1051-320 - Community Outreach	
Amazon	ACH	1M3F-TJFP-DN9	01/31/2025	03/05/2025	33.48	All-Purpose Carpet Shampoo Cleaner Concentrate	1053-256 - Clubhouse Maintenance	
Amazon	ACH	1VV3-C4Q4-CLF	01/30/2025	03/05/2025	12.95	Custom Asset Tags	1051-240 - Office supplies & PPE	
Amazon	ACH	1W13-FQTF-73L	02/05/2025	03/05/2025	18.49	Chain Saw Clutch Replacements	1053-252 - Equipment Repairs & Maint	
Amazon	ACH	1X3P-YMQ4-1WF	02/03/2025	03/05/2025	68.06	Motor replacement for hotdog machine	1058-252 - Equipment Repairs/Mainten	
Amazon	ACH	1XQ3-RRTG-CG	02/24/2025	03/26/2025	738.97	Waveshare Industrial USB to RS486 Converter, PO	417257 - Cameras Installation	
Amazon	ACH	1YGY-9XPR-3N6	01/27/2025	03/05/2025	23.99	Fuel Pump Kit	1053-252 - Equipment Repairs & Maint	
					$3,656.64			
					$3,656.64			
Best of Signs (Design Print Banner L	CC	03042025	03/04/2025	03/05/2025	158.10	Banners for Golf Events (womens league, youth lea	1058-320 - Community Outreach	
Best of Signs (Design Print Banner L	CC	BS340791921742	03/18/2025	03/19/2025	143.07	Food Truck Banners	1053-319 - Food Truck Expenses	
					$301.17			
					$301.17			

Stansbury Service Agency of Tooele County
Check Register
All Bank Accounts - 03/01/2025 to 03/31/2025

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
C-A-L Ranch Stores	32313	17891	02/25/2025	03/05/2025	9.27	Lock for shop	1053-250 - Parks & Greenbelts Mainten	
C-A-L Ranch Stores	32313	17893	02/26/2025	03/05/2025	31.16	Flap Disc X4	1053-252 - Equipment Repairs & Maint	
					$40.43			
					$40.43			
Canva	CC	04460-55800859	03/19/2025	03/20/2025	120.00	Canva Pro Subscription	1051-312 - IT expense	
					$120.00			
Carlson Distributing	32328	401485	02/28/2025	03/18/2025	155.15	Beer (lite, pabst,corona)	1058-406 - Inventory, Alcohol	
					$155.15			
Clear Vision Golf	32312	25058	02/05/2025	03/05/2025	1,020.00	CVA/CVG/CVD/CVH (6 pairs)	1058-415 - Inventory, Non Food	
					$1,020.00			
Clyde Snow & Sessions	ACH	198221	03/09/2025	03/18/2025	180.00	Property Tax Referendum	1051-310 - Professional services	
					$180.00			
ConcreteDECO	CC	11974	03/20/2025	03/20/2025	810.00	Simple Clean Precast Concrete Planter x10	1053-262 - Gardening maintenance	
					$810.00			
Costco	1	03042025	03/06/2025	03/07/2025	55.99	Paper	1058-240 - Office supplies	
Costco	1	03042025	03/06/2025	03/07/2025	72.75	stamps	1051-240 - Office supplies & PPE	
Costco	1	03042025	03/06/2025	03/07/2025	361.72	Hot Dogs, Donuts, Chips, Cookies, Protein Bars, Ca	1058-410 - Inventory, food	
					$490.46			
Costco	CC	03082025	03/08/2025	03/09/2025	27.98	gloves	1053-240 - Office supplies & PPE	
Costco	CC	03082025	03/08/2025	03/09/2025	221.96	Seed/Wagon/WeedFeed/Weed Blocker Fabric	1053-262 - Gardening maintenance	
Costco	CC	03192025	03/20/2025	03/21/2025	18.69	Tissues	1051-240 - Office supplies & PPE	
Costco	CC	03192025	03/20/2025	03/21/2025	22.89	2 Ply Paper Towels	1053-256 - Clubhouse Maintenance	
Costco	CC	03192025	03/20/2025	03/21/2025	24.79	Plastic Thank You Bags	1058-405 - Food sale - paper goods	
Costco	CC	03192025	03/20/2025	03/21/2025	31.16	Bottled Water	1053-240 - Office supplies & PPE	
Costco	CC	03192025	03/20/2025	03/21/2025	56.38	Trash Bags	1052-240 - Office supplies & PPE	
Costco	CC	03192025	03/20/2025	03/21/2025	82.36	9 Volt Batteries	1053-251 - Irrigation Repairs & Mainten	
Costco	CC	03192025	03/20/2025	03/21/2025	88.74	Protein Bars, Ketchup, Relish Mustard Grill Pack	1058-410 - Inventory, food	
Costco	CC	03192025	03/20/2025	03/21/2025	151.94	Trash Bags, Toilet Paper	1053-258 - Park Housekeeping	
Costco	CC	03252025	03/25/2025	03/28/2025	3.74	Plastic Spoons	1051-240 - Office supplies & PPE	
Costco	CC	03252025	03/25/2025	03/28/2025	3.75	Plastic Spoons	1052-240 - Office supplies & PPE	
Costco	CC	03252025	03/25/2025	03/28/2025	3.75	Plastic Spoons	1053-240 - Office supplies & PPE	
Costco	CC	03252025	03/25/2025	03/28/2025	3.75	Plastic Spoons	1058-240 - Office supplies	
Costco	CC	03252025	03/25/2025	03/28/2025	54.38	aluminum foil, paper towels	1058-250 - Proshop Maintenance	
Costco	CC	03252025	03/25/2025	03/28/2025	122.75	Candy for Easter Event	1051-320 - Community Outreach	
Costco	CC	03252025	03/25/2025	03/28/2025	190.11	Candy, Donuts, Danish,	1058-410 - Inventory, food	
Costco	CC	1181272255	03/11/2025	03/14/2025	7.69	mints	1051-240 - Office supplies & PPE	
Costco	CC	1181272255	03/11/2025	03/14/2025	16.79	Sponges	1053-256 - Clubhouse Maintenance	
Costco	CC	1181272255	03/11/2025	03/14/2025	229.29	Hot Dogs, Candy, Protein Bars, Donuts	1058-410 - Inventory, food	
					$1,362.89			
					$1,853.35			
DLL Finance LLC	ACH	02252025	02/28/2025	03/03/2025	5,766.60	Golf Cart Rental	1058-741 - Equipment Rental	
					$5,766.60			
Dollar Tree	CC	03142025	03/14/2025	03/16/2025	2.67	Balloons for Job Fair	1052-240 - Office supplies & PPE	
Dollar Tree	CC	03142025	03/14/2025	03/16/2025	2.67	Balloons for Job Fair	1053-240 - Office supplies & PPE	
Dollar Tree	CC	03142025	03/14/2025	03/16/2025	2.69	Balloons for Job Fair	1058-240 - Office supplies	
					$8.03			
					$8.03			

Stansbury Service Agency of Tooele County
Check Register
All Bank Accounts - 03/01/2025 to 03/31/2025

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
E.T. Irrigating Canal Company	32334	03252025	03/25/2025	03/28/2025	504.00	2024 and 2025 assesment on 12.6 shares of stock	1053-273 - Water	
					$504.00			
Enbridge	ACH	March2025	02/28/2025	03/26/2025	181.44	Golf Course Maintenance Bdg	1052-271 - Natural gas	
Enbridge	ACH	March2025a	02/28/2025	03/26/2025	249.28	Pro Shop	1058-271 - Natural gas	
Enbridge	ACH	March2025b	03/06/2025	03/26/2025	568.43	Clubhouse	1053-274 - Natural gas - Clubhouse	
					$999.15			
FDMS	ACH	03102025	03/10/2025	03/10/2025	128.40	FDMS Merchant Fees	1051-621 - Bank fees	
					$128.40			
First Source	CC	27069703	03/17/2025	03/19/2025	20.00	Bank Fee	1051-621 - Bank fees	
					$20.00			
Fiserv - Clover	ACH	03112025	03/11/2025	03/11/2025	25.48	Monthly Service Fee	1051-621 - Bank fees	
					$25.48			
Fuel Network	32314	F2507E00921	02/04/2025	03/05/2025	1,165.07	FUEL	1053-280 - Fuel	
					$1,165.07			
General Distribution Company	ACH	3665612	02/27/2025	03/05/2025	129.96	Beer (bud, ultra, kona)	1058-406 - Inventory, Alcohol	
General Distribution Company	ACH	3674456	03/13/2025	03/26/2025	260.77	Beer (bud, ultra, kona)	1058-406 - Inventory, Alcohol	
					$390.73			
					$390.73			
Go Daddy Email Account	CC	20250301	03/01/2025	03/02/2025	256.67	Ingrid Email Renewal	1051-312 - IT expense	
					$256.67			
High Country Gardens	CC	2919359	03/20/2025	03/21/2025	208.73	Dahlia and Lily Bulbs	1053-262 - Gardening maintenance	
					$208.73			
Home Depot	ACH	4011354	01/17/2025	03/26/2025	297.63	MDF Board/Tape Measure(x6)/Wood Screws/Ridge	1058-250 - Proshop Maintenance	
Home Depot	ACH	4023673	01/07/2025	03/26/2025	40.43	Tubing Cutter/Hole Saw/2" Elbow	1052-250 - Facility Maintenance	
Home Depot	ACH	4120246	01/07/2025	03/26/2025	169.21	Paint Brush/Foam Brush/LED Trim/Dimmer/ Blue Ta	1058-250 - Proshop Maintenance	
Home Depot	ACH	4120247	01/07/2025	03/26/2025	68.48	Hose Bib/Coupling/Copper/Mouse Trap/Thread Tap	1052-250 - Facility Maintenance	
Home Depot	ACH	5011320	01/16/2025	03/26/2025	18.91	close 4 gallon nipple/gallon oil	1053-252 - Equipment Repairs & Maint	
Home Depot	ACH	5011320	01/16/2025	03/26/2025	33.88	Shop Lights	1053-250 - Parks & Greenbelts Mainten	
Home Depot	ACH	5011320	01/16/2025	03/26/2025	57.84	Spray paint and WD	1053-264 - Boat Repairs & Maintenanc	
					$686.38			
Home Depot	CC	03242025	03/24/2025	03/26/2025	281.98	44 in cones	1053-319 - Food Truck Expenses	
					$968.36			
Intermountain Golf Cars Inc	ACH	350965	02/07/2025	03/05/2025	223.66	PNL, BTY, FT, Cashmere, SP and Delivery	1058-610 - Miscellaneous	
					$223.66			
JC Golf Accessories	32315	SI-203514	02/07/2025	03/05/2025	1,419.32	Pitchfix, Tees, Golf Brush	1058-415 - Inventory, Non Food	
JC Golf Accessories	32324	SI-203592	02/11/2025	03/12/2025	98.08	Golf Tees	1058-415 - Inventory, Non Food	
JC Golf Accessories	32329	SI-203710	02/19/2025	03/18/2025	170.05	Pitchfix Ball Marker	1058-415 - Inventory, Non Food	
					$1,687.45			
Lantis Productions INC	32316	02262025	02/26/2025	03/05/2025	3,750.00	Fireworks first half payment for Stansbury Days	1051-321 - Community Outreach - Stan	
					$3,750.00			

Stansbury Service Agency of Tooele County
Check Register
All Bank Accounts - 03/01/2025 to 03/31/2025

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
LifeMed Safety, Inc	ACH	INV250395	02/27/2025	03/26/2025	1,325.00	AED Plus Pedi-padz	417258.1 - Club House Improvements -	
LifeMed Safety, Inc	ACH	INV250395	02/27/2025	03/26/2025	1,325.00	AED Plus Pedi-padz	417259.1 - Golf Course Pro Shop Impr	
					$2,650.00			
M&M Distributing	ACH	5499320972	03/05/2025	03/18/2025	239.14	Beer (Arnold Palmer, Blue Moon, Coors Light and B	1058-406 - Inventory, Alcohol	
M&M Distributing	ACH	5499324041	03/12/2025	03/26/2025	176.58	beer (coors light, banquet)	1058-406 - Inventory, Alcohol	
					$415.72			
					$415.72			
Mission Sales and Supply	CC	26728	03/14/2025	03/17/2025	142.23	Mount -55-RAB-3	1053-252 - Equipment Repairs & Maint	
					$142.23			
Mountain West Worx	32330	40324	03/03/2025	03/26/2025	109.00	Drug Test - Atkinson, Buckingham, Hales	1058-610 - Miscellaneous	
					$109.00			
Mountainland Supply Co	32325	S106786097.001	02/14/2025	03/12/2025	1,072.26	6" Main Line for Porter Way Park B-Field	1053-251 - Irrigation Repairs & Mainten	
Mountainland Supply Co	CC	03122025	03/12/2025	03/13/2025	196.22	Cap to cover pool drain	1055-250 - Pool Maintenance	
					$1,268.48			
Napa Auto Parts	ACH	022392	02/03/2025	03/18/2025	124.23	#6 Colorado water Pump Serp Belt	1053-252 - Equipment Repairs & Maint	
Napa Auto Parts	ACH	022544	02/04/2025	03/18/2025	123.84	Boat Hydraulic Hose	1053-264 - Boat Repairs & Maintenanc	
Napa Auto Parts	ACH	022580	02/04/2025	03/18/2025	83.81	Boat Fuel Hose and Hydraulic Hose	1053-264 - Boat Repairs & Maintenanc	
Napa Auto Parts	ACH	022805	02/06/2025	03/18/2025	44.30	5' Hydralic hose	1053-264 - Boat Repairs & Maintenanc	
Napa Auto Parts	ACH	024030	02/20/2025	03/18/2025	57.82	Truck #7 Wiper Blades. PB Blaster	1053-252 - Equipment Repairs & Maint	
Napa Auto Parts	ACH	024030	02/20/2025	03/18/2025	121.44	Batter toro Reel Master	1052-252 - Equipment Repairs/Mainten	
Napa Auto Parts	ACH	024825	02/27/2025	03/18/2025	152.35	Battery for Golf Kioti	1052-252 - Equipment Repairs/Mainten	
					$707.79			
PEHP Group Insurance	ACH	0124138218	02/20/2025	03/12/2025	154.73	Jan and Feb 2025 Life Ins.	102108 - Accrued life insurance	
PEHP Group Insurance	ACH	476785	02/13/2025	03/05/2025	16,768.77	March Health Insurance	102104 - Accrued health insurance	
PEHP Group Insurance	ACH	Feb LTD	03/02/2025	03/13/2025	-5.12		102110 - Accrued LTD	
PEHP Group Insurance	ACH	Flex 3202025	03/20/2025	03/26/2025	47.62	Flex account	102107 - Other payroll liabilities	
PEHP Group Insurance	ACH	Jan-Feb	03/02/2025	03/18/2025	4.19	Jan & Feb Correction	102110 - Accrued LTD	
PEHP Group Insurance	ACH	PR021625-437	02/20/2025	03/13/2025	135.46	Longterm Disability Insurance	102110 - Accrued LTD	
PEHP Group Insurance	ACH	PR030225-437	03/06/2025	03/13/2025	148.75	Longterm Disability Insurance	102110 - Accrued LTD	
					$17,254.40			
					$17,254.40			
Pelorus Methods	32331	250401	03/01/2025	03/26/2025	1,450.00	Software Support and Cloud Services	1051-312 - IT expense	
					$1,450.00			
Pepsi Beverages Company	ACH	20316007	02/24/2025	03/12/2025	751.15	soda/gatorade/enegy drink/water	1058-410 - Inventory, food	
					$751.15			
Pro Irrigation Training	CC	334	03/28/2025	03/30/2025	499.00	PIT Certification Program Cole Kramer	1053-330 - Training	
					$499.00			
Reaveley Engineers	ACH	55581	02/28/2025	03/18/2025	612.50	Stansbury Park CH and Maintenance Building Eval	1053-310 - Professional services	
					$612.50			
RFN Diversified	32335	972633	03/31/2025	03/31/2025	500.00	Repair Slide Tube Outlet, Hope Part of Jungle Gym	1053-250 - Parks & Greenbelts Mainten	
					$500.00			
Rocky Mountain Power	ACH	March25	03/06/2025	03/26/2025	10.41	Cemetery	1057-270 - Electricity	
Rocky Mountain Power	ACH	March25	03/06/2025	03/26/2025	469.82	Clubhouse	1053-275 - Electricity - Clubhouse	

Stansbury Service Agency of Tooele County
Check Register
All Bank Accounts - 03/01/2025 to 03/31/2025

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Rocky Mountain Power	ACH	March25	03/06/2025	03/26/2025	800.59	Pro Golf	1058-270 - Electricity	
Rocky Mountain Power	ACH	March25	03/06/2025	03/26/2025	917.43	Golf Course Wells	1052-270 - Electricity	
Rocky Mountain Power	ACH	March25	03/06/2025	03/26/2025	1,511.35	Parks and Rec	1053-270 - Electricity - Misc Meters	
Rocky Mountain Power	ACH	March25a	03/06/2025	03/26/2025	11.51	Delgada Detention Basin	1053-270 - Electricity - Misc Meters	
					$3,721.11			
Sprinkler Supply	ACH	Wf8581	02/28/2025	03/05/2025	120.03	Slip Fix Repair Coupler	1052-251 - Irrigation Repairs & Mainten	
Sprinkler Supply	CC	03052025a	03/05/2025	03/05/2025	170.00	Training	1053-330 - Training	
Sprinkler Supply	CC	03112025	03/11/2025	03/12/2025	85.00	Weathertrak Training for Cole	1053-330 - Training	
Sprinkler Supply	CC	22799	03/04/2025	03/05/2025	50.00	Weathertrak Training for Cole	1053-330 - Training	
					$305.00			
					$425.03			
Srixon/Clevelend/XXI0	32317	8200569 SO	01/09/2025	03/05/2025	160.00	SRX Ltd EdHawaii Collection 12PK	1058-415 - Inventory, Non Food	
					$160.00			
Stansbury Park Improvement District	32318	02062025	02/06/2025	03/05/2025	30.00	Water for tanker for Root extraction	1052-273 - Water	
Stansbury Park Improvement District	32318	1342	02/25/2025	03/05/2025	282.42	1/2 of gas for shop	1053-271 - Natural gas	
					$312.42			
Stansbury Park Improvement District	32332	Feb2025	02/28/2025	03/26/2025	5.85	Pool	1055-273 - Water	
Stansbury Park Improvement District	32332	Feb2025	02/28/2025	03/26/2025	39.14	Clubhouse	1053-276 - Water - Clubhouse	
Stansbury Park Improvement District	32332	Feb2025	02/28/2025	03/26/2025	48.22	Pro Shop Water	1058-273 - Water	
Stansbury Park Improvement District	32332	Feb2025	02/28/2025	03/26/2025	77.52	Golf Course	1052-273 - Water	
Stansbury Park Improvement District	32332	Feb2025	02/28/2025	03/26/2025	123.26	parks and greenbelts	1053-273 - Water	
					$293.99			
					$606.41			
State Fire DC Specialties	ACH	12597785	03/11/2025	03/18/2025	1,450.00	Clubhouse Front 2nd Door Mechanism	417258 - Club House Improvements	
					$1,450.00			
Stotz Equipment	ACH	P44686	02/25/2025	03/18/2025	453.96	Roller Weldment for Tri Max	1053-252 - Equipment Repairs & Maint	
Stotz Equipment	ACH	P44686	02/25/2025	03/18/2025	453.97	Roller Weldment for Tri Max	1052-252 - Equipment Repairs/Mainten	
					$907.93			
Teton Music	ACH	176113662	02/14/2025	03/12/2025	218.00	Piano Tuning	1053-256 - Clubhouse Maintenance	
					$218.00			
Titleist	ACH	919614943	01/29/2025	03/25/2025	688.18	Lightweight Hoodie x12	1058-415 - Inventory, Non Food	
Titleist	ACH	919632235	01/31/2025	03/12/2025	538.35	Cart 14 and Players 4	1058-415 - Inventory, Non Food	
Titleist	ACH	919648460	02/04/2025	03/05/2025	1,509.71	Titl Pro V1x	1058-415 - Inventory, Non Food	
Titleist	ACH	919655281	02/05/2025	03/05/2025	3,588.20	Titl Golf Balls x114	1058-415 - Inventory, Non Food	
Titleist	ACH	919663005	02/06/2025	03/18/2025	1,676.16	Perma-Soft x144	1058-415 - Inventory, Non Food	
Titleist	ACH	919672600	02/07/2025	03/18/2025	174.60	Golf Towels	1058-415 - Inventory, Non Food	
Titleist	ACH	919673900	02/08/2025	03/25/2025	1,964.25	Hats	1058-415 - Inventory, Non Food	
Titleist	ACH	919682242	02/10/2025	03/25/2025	164.90	Den Caddy Black/White	1058-415 - Inventory, Non Food	
					$10,304.35			
					$10,304.35			
Tractor Supply	CC	03052025	03/05/2025	03/06/2025	4.80	Heavy Duty Cable Ties	1053-252 - Equipment Repairs & Maint	
Tractor Supply	CC	03052025	03/05/2025	03/06/2025	6.49	Stake for Job Fair Sign	1052-240 - Office supplies & PPE	
Tractor Supply	CC	03052025	03/05/2025	03/06/2025	6.50	Stake for Job Fair Sign	1053-240 - Office supplies & PPE	
Tractor Supply	CC	03052025	03/05/2025	03/06/2025	6.50	Stake for Job Fair Sign	1055-240 - Office supplies & PPE	
Tractor Supply	CC	03052025	03/05/2025	03/06/2025	6.50	Stake for Job Fair Sign	1058-240 - Office supplies	
Tractor Supply	CC	03132025	03/13/2025	03/16/2025	4.54	G5 Bulk Selling	1053-264 - Boat Repairs & Maintenanc	
Tractor Supply	CC	03142025	03/14/2025	03/16/2025	5.49	Masonry Drill Bit 1/4x6 ULTRA	1053-740 - Small tools under $1000	
Tractor Supply	CC	03182025	03/18/2025	03/20/2025	33.47	Cable Switch, Felling Wedges	1052-252 - Equipment Repairs/Mainten	

Stansbury Service Agency of Tooele County
Check Register
All Bank Accounts - 03/01/2025 to 03/31/2025

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Tractor Supply	CC	03212025	03/21/2025	03/23/2025	25.47	3 eye bolts	1053-262 - Gardening maintenance	
Tractor Supply	CC	03252025	03/25/2025	03/27/2025	22.15	Machinery Key, Plastic Elbow Fitting	1053-252 - Equipment Repairs & Maint	
					$121.91			
					$121.91			
Turf Equipment & Irrigation	ACH	3030106-00	02/27/2025	03/05/2025	146.86	Prong/Rake Finishing	1052-252 - Equipment Repairs/Mainten	
					$146.86			
United States Treasury	ACH	PR030225-615	03/06/2025	03/10/2025	1,153.20	Medicare Tax	102101 - Accrued federal payroll taxes	
United States Treasury	ACH	PR030225-615	03/06/2025	03/10/2025	2,578.26	Federal Income Tax	102101 - Accrued federal payroll taxes	
United States Treasury	ACH	PR030225-615	03/06/2025	03/10/2025	4,931.00	Social Security Tax	102101 - Accrued federal payroll taxes	
United States Treasury	ACH	PR031625-615	03/20/2025	03/23/2025	1,213.50	Medicare Tax	102101 - Accrued federal payroll taxes	
United States Treasury	ACH	PR031625-615	03/20/2025	03/23/2025	2,676.16	Federal Income Tax	102101 - Accrued federal payroll taxes	
United States Treasury	ACH	PR031625-615	03/20/2025	03/23/2025	5,188.64	Social Security Tax	102101 - Accrued federal payroll taxes	
					$17,740.76			
US Bank	ACH	549388957	02/18/2025	03/12/2025	160.68	Printer for Office	1051-741 - Equipment Rental	
					$160.68			
Utah Golf Course Superintendents A	CC	03192025	03/19/2025	03/20/2025	275.00	Mac Class A and Jeff Class C Renewal	1052-210 - Dues & Subscriptions	
					$275.00			
Utah Local Governments Trust	ACH	1617895	02/05/2025	03/05/2025	1,176.51	Workers Comp	1051-510 - Insurance	
					$1,176.51			
Utah Retirement Systems	ACH	030225-632	03/12/2025	03/13/2025	-0.05		102103 - Accrued state retirement	
Utah Retirement Systems	ACH	PR021625-632	02/20/2025	03/07/2025	100.00	Additional 401k	102103 - Accrued state retirement	
Utah Retirement Systems	ACH	PR021625-632	02/20/2025	03/07/2025	450.00	URS IRA Roth	102103 - Accrued state retirement	
Utah Retirement Systems	ACH	PR021625-632	02/20/2025	03/07/2025	958.68	URS 401k	102103 - Accrued state retirement	
Utah Retirement Systems	ACH	PR021625-632	02/20/2025	03/07/2025	3,504.95	URS State Retirement	102103 - Accrued state retirement	
Utah Retirement Systems	ACH	PR030225-632	03/06/2025	03/13/2025	100.00	Additional 401k	102103 - Accrued state retirement	
Utah Retirement Systems	ACH	PR030225-632	03/06/2025	03/13/2025	450.00	URS IRA Roth	102103 - Accrued state retirement	
Utah Retirement Systems	ACH	PR030225-632	03/06/2025	03/13/2025	958.68	URS 401k	102103 - Accrued state retirement	
Utah Retirement Systems	ACH	PR030225-632	03/06/2025	03/13/2025	3,994.09	URS State Retirement	102103 - Accrued state retirement	
					$10,516.35			
Verizon Wireless	ACH	6105065794	02/02/2025	03/04/2025	4.57	pool phone	1055-272 - Telephone, Internet	
Verizon Wireless	ACH	6105065794	02/02/2025	03/04/2025	21.06	internet	1057-272 - Telephone, Internet	
Verizon Wireless	ACH	6105065794	02/02/2025	03/04/2025	21.06	library internet	1056-272 - Telephone, Internet	
Verizon Wireless	ACH	6105065794	02/02/2025	03/04/2025	80.00	pro shop internet and phone	1058-272 - Telephone, Internet	
Verizon Wireless	ACH	6105065794	02/02/2025	03/04/2025	80.00	recreation phone and internet	1053-272 - Telephone, Internet	
Verizon Wireless	ACH	6105065794	02/02/2025	03/04/2025	292.55	admin phone and internet	1051-272 - Telephone, Internet	
Verizon Wireless	ACH	6105065795	02/02/2025	03/04/2025	72.06	gateway	1052-272 - Telephone, Internet	
Verizon Wireless	ACH	6105065795	02/02/2025	03/04/2025	72.06	gateway	1053-272 - Telephone, Internet	
Verizon Wireless	ACH	6105065795	02/02/2025	03/04/2025	72.06	gateway	1055-272 - Telephone, Internet	
Verizon Wireless	ACH	6105065795	02/02/2025	03/04/2025	72.06	gateway	1058-272 - Telephone, Internet	
Verizon Wireless	ACH	6105065795	02/02/2025	03/04/2025	205.84	gateway	1051-272 - Telephone, Internet	
					$993.32			
					$993.32			
Vista Print	CC	VP_91C2PP33	03/18/2025	03/19/2025	11.51	Business Cards - Glenn	1057-240 - Office supplies	
Vista Print	CC	VP_91C2PP33	03/18/2025	03/19/2025	11.51	Business Cards - Gordon	1053-240 - Office supplies & PPE	
Vista Print	CC	VP_91C2PP33	03/18/2025	03/19/2025	11.51	Business Cards - Mac	1052-240 - Office supplies & PPE	
Vista Print	CC	VP_91C2PP33	03/18/2025	03/19/2025	11.51	Business Cards - Shawn	1059-240 - Office supplies	
Vista Print	CC	VP_91C2PP33	03/18/2025	03/19/2025	15.00	Business Cards - Harris	1051-321 - Community Outreach - Stan	
Vista Print	CC	VP_91C2PP33	03/18/2025	03/19/2025	46.49	Business Cards - Doug, Ryan	1058-240 - Office supplies	
Vista Print	CC	VP_91C2PP33	03/18/2025	03/19/2025	56.49	Business Cards - Kelliannne, Jim, Ingrid, SSA	1051-240 - Office supplies & PPE	
					$164.02			
					$164.02			

Stansbury Service Agency of Tooele County
Check Register
All Bank Accounts - 03/01/2025 to 03/31/2025

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Vivint	ACH	03142025	03/14/2025	03/14/2025	45.67	Maintenance Bdg Security	1053-311 - Security	
Vivint	CC	03112025	03/11/2025	03/11/2025	65.66	Pool Security	1055-311 - Security	
Vivint	CC	03112025a	03/11/2025	03/11/2025	65.66	Pro Shop Security	1058-311 - Security	
					$131.32			
					$176.99			
Vosen's Bread Paradise	32326	320466	03/01/2025	03/12/2025	60.88	French Minibaguette x48 , WDC Grilled Sand. on Ci	1058-410 - Inventory, food	
Vosen's Bread Paradise	32333	320699	03/07/2025	03/26/2025	60.88	French Minibaguette x48 , WDC Grilled Sand. on Ci	1058-410 - Inventory, food	
					$121.76			
Walmart	CC	03062025	03/06/2025	03/07/2025	37.41	Clock Timer Plug	417258 - Club House Improvements	
					$37.41			
Ward Engineering	32319	48420	12/31/2024	03/05/2025	3,500.00	Land Survey	1057-310 - Professional services	
					$3,500.00			
Zapped Branding Co	CC	03022025	03/02/2025	03/02/2025	-967.06	REFUND for hats purchased with taxes, refunded a	1058-415 - Inventory, Non Food	
					($967.06)			
Zion's bank	ACH	746953	02/25/2025	03/25/2025	1,848.05	Tri Max	1052-252 - Equipment Repairs/Mainten	
					$1,848.05			
					$106,557.64			

Stansbury Service Agency of Tooele County
Journal Register - 03/01/2025 to 03/31/2025

Journal					
	Account No.	Account Name	Entry Description	Debit Amount	Credit Amount
Number:	560				
Date:	03/16/2025				
Code:					
Description:	RECLASS from 58-121 to 58-125				
	10 58-121	Maintenance Seasonal	RECLASS from 58-121 to 58-125		291.48
	10 58-125	Cart Attendant Seasonal	RECLASS from 58-121 to 58-125	291.48	
				$291.48	**$291.48**
Number:	561				
Date:	03/16/2025				
Code:					
Description:	RECLASS from 57-110 to 57-119 (Gordon)				
	10 57-110	Salaries	RECLASS from 57-110 to 57-119		593.27
	10 57-119A	Grave Digging Wage - Hourly	RECLASS from 57-110 to 57-119 (Gordon)	593.27	
				$593.27	**$593.27**
Number:	562				
Date:	03/25/2025				
Code:					
Description:	RECLASS LTD from51;52;53;58;59-130 to 51;52;53;58;59-132				
	10 51-130	Benefits	RECLASS LTD from51;52;53;58;59-130 to 51;52;53		32.56
	10 51-132	Health Benefit	RECLASS LTD from51;52;53;58;59-130 to 51;52;53	32.56	
	10 52-130	Benefits	RECLASS LTD from51;52;53;58;59-130 to 51;52;53		29.66
	10 52-132	Health Benefit	RECLASS LTD from51;52;53;58;59-130 to 51;52;53	29.66	
	10 53-130	Benefits	RECLASS LTD from51;52;53;58;59-130 to 51;52;53		40.62
	10 53-132	Health Benefit	RECLASS LTD from51;52;53;58;59-130 to 51;52;53	40.62	
	10 58-130	Benefits	RECLASS LTD from51;52;53;58;59-130 to 51;52;53		0.22
	10 58-132	Health Benefit	RECLASS LTD from51;52;53;58;59-130 to 51;52;53	0.22	
	10 59-130	Benefits	RECLASS LTD from51;52;53;58;59-130 to 51;52;53		9.82
	10 59-132	Health Benefit	RECLASS LTD from51;52;53;58;59-130 to 51;52;53	9.82	
				$112.88	**$112.88**
				$997.63	**$997.63**

STANSBURY
SERVICE AGENCY
Parks and Recreation

Stansbury Service Agency Board of Directors Meeting Minutes

Date: Wednesday, April 9th, 2025
Location: 1 Country Club Drive, STE 1, Stansbury Park, UT 84074
Time: 7:00 PM

Order of Business

1. Call to Order by Cassandra Arnell at 7:00 PM
2. Roll Call
    - Board Members
        - Cassandra Arnell – present
        - John Wright – absent, working on project for the Agency.
        - Kyle Shields – present
        - John Duval – present
        - Ammon Jacobsmeyer – present
        - Brett Palmer – absent, on vacation
    - Staff
        - James Hanzelka – present
        - Ingrid Swenson – present
        - Shawn Chidester – present
        - Jessica Shaw - present
3. Pledge of Allegiance led by Brenda Alverson
4. Review of Public Comments from the last meeting
    - None to review
5. Public Comments
    - Robert Mitchell - 256 Spinnaker – wanted to discuss the ongoing greenspace issues. DWR didn't come out when they were called about issues, and the sheriff's department did not do anything about it. He indicated there have been issues with late night fishing, refusal to clean up garbage, and other rude behaviors by visitors and the issues are only worsening. Cassandra Arnell said the Agency must be the one to call the sheriff's department and instructed residents to call the Agency's office or after-hours line when they are having issues. Robert Mitchell said he had called the after-hours line before and been told that he needed to be the one to call the sheriff's department by the Agency employee who answered. James Hanzelka said he would clarify with the staff. Robert Mitchell also stated that he is in favor of the lake mower offloading behind houses in the fingers but would like a better job done of cleaning up clippings left in the water after mowing. James Hanzelka reported that the Agency does not currently have a good way to get the clippings out, but the staff are working on it. John Duval suggested doing chemical testing in the area since it's so overrun. Robert Mitchell said the clippings cause more problems than the weeds. John Duval then suggested dredging and Robert Mitchell said he's heard about dragging chains to uproot milfoil. Cassandra Arnell

disagreed with the idea of dredging as it would kill the beneficial plants that are needed by the fish as well as the weeds.

- Brenda Alverson – 248 Spinnaker – Thanked the lake mowers, stating they had done a good job earlier in the day. Ammon Jacobsmeyer explained that the revamp of the boat will make it work better in general. James Hanzelka reported that the new mower has been out there for about two days learning how to run the boat. Brenda Alverson brought up problems with parking on the causeway, including the vehicles blocking drivers' line-of-sight when they are trying to turn onto the road, and feels that something needs to be done. James Hanzelka explained that parking in general is a problem. He is meeting with the county roads department to map out a no parking plan. She suggested parking spots in some of the green spaces. Ammon Jacobsmeyer said the idea had been raised previously and residents were heavily against it. She suggested having designated fishing areas with parking. John Duval said they are talking about reducing the number of allowed fishing areas.

6. General Manager Updates by James Hanzelka
    - Update on Operations
        - The boat is operational, and a shade has been ordered for the driver. The Agency now has a dedicated employee to run it regularly and are considering augmenting the schedule with volunteer crew down the road.
        - The operations crew is working on sprinkler startup. There have been some failures in the systems over the winter, but they are mostly in good shape.
        - Mow crews have been out for a couple of weeks now.
        - A contractor repaired the Village Playground slide and the upper gate by the second slide. Staff are working on the overhead trolley. Replacement parts have been ordered to complete repairs. The contractor is willing to work on the support post coverings. The park should be good for a while with the addition of woodchips.
        - A pressure regulator valve is not being installed at Porter Way based on advice from the sprinkler supplier, but staff will continue to monitor the pressure during the summer. Kyle Shields asked why it was recommended not to install the regulator. James Hanzelka explained that Brett Palmer had notified him of a higher reading of 105 but staff readings were in the 90s. Staff are continuing to monitor the readings to watch for spikes. Kyle Shields agreed with the recommendation based on that information.
        - Staff began moving the sound panels today from the frontage road to the area by the sewer ponds.
        - The new seasonal employees who were hired started April 7. Several of them commented that the new onboarding process and training were done well.
        - The Agency is still looking for janitors for the restrooms. It is required that they be old enough to drive Agency equipment.
        - James Hanzelka met with the Department of Wildlife Resources' (DWR) representative, Chris Crockett, on April 3. He had no opinion on the use of chemicals in the lake due to his lack of experience on the topic, he works more with open water. He was interested in learning more but advised that

chemicals be used in a limited area, which fits with the plan to use them in the fingers. They also discussed planting fish in the lake. A planting was done last fall, and the cycle is two years out. They will look at what species to consider adding to. John Duval asked if the Agency got an annual plan estimate for treating the lake with chemicals. James Hanzelka said no, just a cost per chemical batch estimate had been received. A single treatment is $2,600 and needs to be done twice a year. It would be about $70-80K to treat the whole lake and is not in the budget for this year. The current plan is to mow the lake this year. DWR will come out and ride with the lake mower employee to get a better idea.

- Phosphorous testing was done on the wells and ponds while the chemical company was working on the sewer wells for Stansbury Park Improvement District (SPID). Phosphorous is a growth medium for algae and other unwanted plants. The results showed some high readings in Gordon Well 1 and other areas downstream. The Planning Committee has discussed using an injectable Lanthanum Chloride compound to fix the active phosphorus by bonding to it and making it inactive. The first measurement was taken behind hole 3 on the golf course and measured .05 milligrams per liter. Downstream, the pond measured .04 and the lake measured at .02. It would be a good idea to treat it and knock the levels down to help with some of the growth. The cost is $2600/year. .03 is considered a significant measurement. The threshold is .04. Robert Mitchell asked if the Agency has done tests around the lake from people's fertilizers in their yards. James Hanzelka said they haven't but could consider it in the future. Kyle Shields shared that the pond in question is completely covered with moss.
- The irrigation line at pond 3 has a possible blockage or controller issue and is being looked at to determine the exact problem.
- Maintenance costs grew due to several issues. Originally, money was budgeted to purchase a new boat in Capital Projects, but staff ended up repairing the boat instead of purchasing one – which came from the maintenance fund. Money has been put into the maintenance of the playgrounds. There was an unplanned expense of moving the soundwall panels. Signage was added in the parks for rental control. There was some money in the budget for fire suppression, but it was higher than expected due to damaged sprinkler heads. John Duval pointed out that these expenses are unbudgeted and asked where the Agency is getting money. James Hanzelka said there is money in other lines within operations that can be moved to cover the costs. But it is more than is normal and may require board action to bring in more money. Ammon Jacobsmeyer asked where the budget was for the lake mower. James Hanzelka reported it is in capital projects.
- As of the end of March, revenue from the golf course and field rentals is higher than compared to the same period last year. The cemetery is lower but that is not a major issue because those costs are only reimbursements of

costs to inter and sales of plots have a negative value over time. More interest was gained in the Agency's accounts. Overall, revenue is up from last year. John Duval pointed out that there is not a comparison to what was budgeted. James Hanzelka agreed saying it is only a quick look to compare between the two years a more extensive look at this year's budget will be done at the next meeting.

- Update on Capital Projects
    - The contract for the repair of the overhead windows in the clubhouse and pro shop should be out by Friday. The money for the repair to the clubhouse windows was in the budget but for less money. The pro shop was added due to similar conditions to the clubhouse. He feels it's more efficient to include the pro shop in the clubhouse bid but it was not included in the budget. The Agency is planning on renting the Articulating Man Basket (cherry picker) in house to save money. The lifetime guarantee of the roof is not good because the manufacturer of the cement roof is out of business. Several contractors have been out looking at the roof.
    - The contract for electrical support should also be out this week. Other contracts are in the works for an arborist and other support on an as-needed basis.
    - The final design was received from BluLine for Millpond Park. The design will be submitted to the county for approval. Shawn Chidester is working through the county questions for submittal. James Hanzelka hopes to put together the bid package and put it out soon.
    - Final design drawings are complete from Black Bison for the dock. The contractor is obtaining a final permit from the County. Currently, the projected start date is April 21, but it could run behind. If they start close to the projected date, it should be completed in June.
    - The Soundwall Trail design is back. A cost plus-up estimate was submitted to the state to cover additional costs to move the trail into the Millpond Park area. The state sent a table of cost and schedule for Agency staff to complete, and it is being put into the requested format now.
    - The boat repair and fire suppression funds were moved to other funds. The fire doors have moved down as a priority due to the recommendation of the fire marshal. Two additional AEDs were purchased, in addition to the one already at the golf course. An entry keypad was added to the exterior door that leads to the library for the library staff. The growth in costs will slow down some projects, like the entryway and north wall of the clubhouse.
- Event Updates
    - An Easter Egg Scavenger Hunt is being sponsored by the library and is scheduled for April 12th.
    - Lake Cleanup Day needs a Lead Volunteer. Several dates have been considered, but it would be good to do it on May 4 to match the county cleanup day.

- A Cemetery Cleanup Day is being planned towards the end of May.
- The golf course is having the Junior Golf Day on May 23 and will include a movie night showing Moana 2.
- Cassandra Arnell asked if this information was included in the newsletter. James Hanzelka said yes, it is.
- Staff has been meeting with Stansbury Days Lead Volunteers to get details on their plans are and what they need for their event. There has been a lot more preplanning this year than had previously been done. David McKeeth has volunteered to be over logistics and is doing well in that position. John Duval asked what a logistics lead is. James Hanzelka explained its management of events throughout the day, scheduling everything, and getting everything in place.
- There are 33 food trucks registered with the agency currently, made up of returning trucks from last year and new trucks that have recently joined.

  To set up the schedule for this year, staff looked at the revenue from the nights last year to determine the number of trucks and how many nights per week to have Food Truck Nights this year. May and June will have the traditional set up of Thursdays at Porter Way Park and Fridays at the lake. July will have alternating weeks at the lake and Porter Way Park. The number of trucks will ramp down due to decreased activity last year through July, August, and September. Adjustments will be made dependent on usage.

  Trucks are currently attending the soccer games at Village Park and will possibly attend more sports in the summer and fall.

  There will be one truck a day on the weekends May through September.

  The spots for trucks for Stansbury Days are filled. They will be at Porter Way Park on the 14th for the Youth Entrepreneur Market. They will be at the lake on Friday for the movie and lake usage. They will also be at the lake on Saturday for the main events. Staff are considering moving the trucks to the front of the parking lot for Saturday.

  Ammon Jacobsmeyer pointed out that consistency helps with Food Truck Nights and feels that alternating days are counterintuitive. He also pointed out that trucks that have not signed an agreement with the Agency are at the sports events in Stansbury Park. James Hanzelka said that it had been corrected and the trucks currently attending are registered with the Agency.

  Cassandra Arnell also expressed concern about the alternating days and thinks it should be the same day each week. She feels overall, the information is good to have.

Discussion Items

a. Discussion of Possible Path Forward to Repair Playground Equipment
   - The repairs and replacements are divided into 3 tiers. Tiers 1 and 2 are in Capital Projects based on costs. Tier 3 is in the increased maintenance budget for operations.
   - Woodland Park is tier 1 as it has a high cost and is a major improvement to put in the new playground. The Agency has a firm bid from a contractor.
   - Parkview, Sagers, Gateway, and Ponderosa parks are tier 2. Staff closed Parkview and Sagers due to safety issues with the slides. Repairs were considered but decided again due to it the point where cracks are happening being a pressure point. The parks were installed by a vendor that is still in business, so replacement parts are available to purchase. Gateway and Ponderosa were installed by the same vendor. All four parks can be repaired for $40K.
   - Tier 3 is made up of minor repairs needed at other parks, like rockers and border repair. This is currently budgeted for $15K.
   - James Hanzelka feels the Agency should move forward with all these repairs and replacements, which would total a little over $200K.
   - John Duval feels that there should be a better way to show how things have changed from the original plan.

b. Discussion of Additions to Capital Projects for 2025
   - A quarterly review of the Capital Projects priority list was done based on needed adjustments. Capital Projects is made up of two components – improvements and equipment.
   - Equipment for 2025 has been mostly received or ordered. Due to the boat being repaired instead of a new boat purchased, there are about $160K additional funds for reprogramming within Capital Projects without formal approval from board.
   - The proposed projects were reevaluated based on criticality, readiness, and cost.
   - The initial list in January prioritized safety and critical repairs that could cause further problems, then came operational improvements. The concrete storage area and north wall of the clubhouse are going to be more costly than expected.
   - James Hanzelka suggested pulling money from the equipment side to cover costs. He suggested moving up repairs on the playground equipment and putting in Woodland Park. Move up the diving board for the pool and repair the pro shop's leak and the maintenance building's roof. That way a lot of the repairs needed can be covered within the original budget. John Duval felt that it is not obvious in the presented numbers that things are going to balance.

     The projected costs listed are the estimated cost of the project, not a projection of the Agency spending the money this year. They help with planning the list for what will be worked on.

     Kyle Shields asked about the cost of wood chips for the playgrounds. James Hanzelka said those costs will be under budget. Cassandra Arnell added that they look great.

John Duval would like to help put together a projection with dates to make it clearer. James Hanzelka pointed out that this list is not the final list, it is just a point to start the discussion. Kyle Shields appreciated the information and the focus on safety issues.

Cassandra Arnell would like to see Woodland Park completed sooner rather than later. James Hanzelka explained it is a lower priority than other parks from a safety issue because the equipment has been removed. We have submitted for a grant to help with cost and any work done before 1 June will not be covered by the grant. We are working with the manufacturer to see if he can bill later, but some of the upfront work will have to be done inhouse. He would like to take the positive step of getting four parks up to safety standards and two others close. Cassandra Arnell expressed that she liked the format of the list, that it makes it easy to see what's coming next.

Kyle Shields suggested the water leak in the Pro Shop would be better if the landscape drained away from building. James Hanzelka conceded that point but shared that there are also leaks coming from the roof through the windows and HVAC system, though they are not as pronounced.

c. Discussion on the use of Clubhouse by commercial ventures
   - Several businesses have approached the Agency about leasing out parts of the clubhouse to run their business from (long-term, not for a single event), the latest was a beauty shop. James Hanzelka does not feel the beauty salon would fit with the mission of the clubhouse but wanted to bring it to the board for discussion and about potential food vendors.
   - John Duval asked what the space is used for now. James Hanzelka reported the area where the bar-like area is with a door to the patio. It is currently used for wedding rentals in the basement and used during Stansbury Days. A permanent business could displace other services.
   - James Hanzelka said that as long board members agreed, he would decline the request from the beauty salon owners.
   - John Duval asked what would fit the needs of the community. James Hanzelka said possibly a food vendor, like a coffee or sandwich shop. Ammon Jacobsmeyer said the Agency needs a policy to say what will and will not fit the community's needs. The message for now should be that we are not in the market for such. He said the Agency is not here to make money, it is here to provide services to the community. John Duval mentioned that the public have said they want the Agency to make as much revenue as possible to offset taxes and minimize costs. Ammon Jacobsmeyer said the things the Agency do should be a service to the community, money is secondary.
   - Kyle Shields feels the Agency has good use of the building and taking away for profit is problematic.

Action Items

1. 2025.04.01 A
   Possible approval of the 2025 Interlocal Election Agreement
   Ammon Jacobsmeyer said he did not see a difference from the previous agreement. Ingrid Swenson reported that the cost went up by $0.25/ballot but everything else is the same. It was

$2.00, now $2.25. It would cost more for the Agency to handle it without the County and would require a lot of volunteers. John Duval asked if this was in the budget. Ingrid Swenson stated that it was, as the costs were anticipated. It is less than in other areas in Utah. There is the potential the cost could be split with Stansbury Park Improvement District (SPID) and North Tooele Fire Department (NTFD), if they also have enough applications to require elections. The Agency will not have primaries since it is a special district. The cost will be about $17-18K for the election, if we did a primary election the cost would double.

Motion to approve 2025 Interlocal Election Agreement with Tooele County made by Ammon Jacobsmeyer. Seconded by Kyle Shields.
Vote as follows:
Cassandra Arnell – yea; Kyle Shields – yea; John Duval – yea; Ammon Jacobsmeyer – yea. Motion Passed

2. 2025.04.02 A
   Board Review and Possible Approval of March 26, 2025, Minutes
   John Duval requested that "James Duval" be changed to "John Duval" on page one, in the last paragraph about traffic flow issues.
   Kyle Shields pointed out that a word is highlighted on page three and the highlight should be removed.

   Motion to approve March 26, 2025, minutes with the name change made by Kyle Shields. Seconded by Ammon Jacobsmeyer.
   Vote as follows:
   Cassandra Arnell – abstain; Kyle Shields – yea; John Duval – yea; Ammon Jacobsmeyer – yea. Motion Passed

   Ammon Jacobsmeyer clarified that a motion can be passed with a majority vote as long as a quorum is present. Cassandra Arnell abstained due to not attending the March 26 meeting.

Board member reports and requests

1. Ammon Jacobsmeyer expressed gratitude for the work done by the staff and Kyle Shields for the improvement of the grass this year.
2. John Duval asked if there were any updates on the golf player pass concept discussed at a previous policy meeting. James Hanzelka said that it had not been finalized and was going back to the policy committee in the next few weeks. John Duval asked if time needed to be set aside in a future meeting to discuss the parking situation in the community. He acknowledged that it's been brought up several times and wondered if there was anything on the docket to address it. James Hanzelka is meeting with the County Roads Department and will do a mockup where the Agency thinks the community should have no parking before his meeting to see what their thoughts are. John Duval feels the Agency should capture and document the problems and community concerns to work towards a solution with the County. James Hanzelka said this process will be a good test of the committee structures. Ammon Jacobsmeyer is very concerned with roads and feels No Parking zones just shift the problem to another area, as seen in Stanbury Days. He opposes blocking everything, feeling the traffic should be spread out. John

Duval wants to make this a planned future discussion item to address frustrations that have been expressed and communicate to residents what is being done.

3. Cassandra Arnell asked if the Agency is going to test the chemicals or treat the well, the Board needs to move on the decision as there is a small window of time to get it done. James Hanzelka said the well will be treated and costs are being explored before moving forward. If the Board supports a trial run, the finger to be treated should be chosen with pre- and post-samples being taken. Cassandra Arnell said it needs to be voted on at the next meeting or it will have to wait until next year. James Hanzelka reported that Millpond will start pumping on April 15. Limited testing has been done on Millpond, with more needed. The gate has not been replaced and currently must be hammered into position. It will eventually freeze completely and need to be replaced. Cassandra Arnell pointed out that nutrients testing is costly and asked about the possibility of Utah State doing the testing. James Hanzelka reported the Agency had approached them, but they were not interested. Cassandra Arnell requested that education about keeping the lake healthy by residents be included in the newsletter.

Adjourn to Closed Session

Closed session to discuss confidential personnel matters.

Motion to move into a closed session to discuss confidential personnel matters with the Board, Jim Hanzelka, and Ingrid Swenson, we're at 1 County Club made by Kyle Shields. Seconded by Ammon Jacobsmeyer.
Vote as follows:
Cassandra Arnell – yea; Kyle Shields – yea; John Duval – yea; Ammon Jacobsmeyer – yea. Motion Passed

Closed session started at 8:26 PM

Motion to Adjourn

Motion to adjourn made by Kyle Shields. Seconded by Ammon Jacobsmeyer.
Vote as follows:
Cassandra Arnell – yea; Kyle Shields – yea; John Duval – yea; Ammon Jacobsmeyer – yea. Motion Passed

The closed session ended, and the meeting adjourned at 8:45 PM

The content of these minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

Approved this 23rd day of April 2025

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Brett Palmer, Stansbury Service Agency Board Chair