



COMBINED STANSBURY GREENBELT SERVICE AREA BOARD OF TRUSTEES, AND STANSBURY SERVICE AGENCY BOARD OF DIRECTORS MEETING AGENDA

OCTOBER 15, 2025

Agenda

Order of Business

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comments
5. Review of Public Comments
6. GM Updates
 1. Operations
 2. Projects
 3. Finances

Discussion Items

- a. Finance Committee Update
 - Presentation of 2026 Tentative Budget and Fee Schedule for Board Review
- b. Policy Committee Update
- c. Planning Committee Update

Action Items

1. 2025.10.01 A
 - a. Board Review and Possible Approval of the September 24, 2025, Board Meeting Minutes
2. 2025.10.02 A
 - a. Review and Possible Approval of 2026 Tentative Budget

Agenda

Action Items

3. 2025.10.03 A

a. Discussion and Possible Approval of the Boundary Line Adjustment document

4. 2025.10.04 A

a. Ratification of Millpond Park Contract in the amount of \$505,135 to Hughes General for construction of Phase I of the Millpond Park Project.

Board member reports and requests.

Motion to Adjourn the Stansbury Service Agency Board of Directors Meeting

Motion to enter into the Stansbury Greenbelt Service Area Board of Trustees Meeting

Public Comment

Review of Public Comment

NO PUBLIC COMMENTS TO REVIEW



GM Update

Operations



Flood of 2025

- Experienced Significant Water Intrusion into Clubhouse
 - Known entry points under entry way and north wall flooded basement
 - Also saw new issues in hallway by bathrooms upstairs, hall by office, in office areas and in large conference room.
 - Additionally saw issues in the women's bathroom downstairs.
 - Did not notice any leakage around windows.
- Crew reacted early on to open gate at Delgada, shut off Gordon Well pump and open gate off pond by #4 Tee.
 - Need to put into place an emergency action plan for future events.
- Opened drain off 57 Lakeview.

Operations

Tree Spraying at Woodland and Village Blvd.

- Looking at Removing 4 Trees

Repairs to Pond Edging by Hole #15

Small boat out helping to clean Fingers of lake

Repair of Line Near Dawn's View

Pool Shut Down

- Ordering cover for the small pool.
- Looking at what needs to be done to pool and deck
- Possibility of Repair

Operations

- In the process of winterizing irrigation
- Looking at what tree trimming can be done in house
- Pool functionality
 - Looking at the backflush effluent routing system
 - Aqua Tech looking at the boilers
 - Flow Issues
 - Contribution from loss of water
 - Adjustments to standard descaling process
 - Diving board and or slide replacement
 - Drain valve fix
 - Potential to repair pool using new technique
- Golf course working on rewiring irrigation on holes #18 and #11.

Projects

Project Status

Projects Completed				
Clubhouse Improvements	Department		Pro Shop	
Install Fire Alarm in Clubhouse	Clubhouse		Add Fire Alarm to Pro Shop	Pro Shop
Replace Maste Breaker at Clubhouse	Clubhouse		Pro Shop Doors (In lieu of Fire Station Access Box)	Pro Shop
Overhead Windows Replaced/wooden frame	Clubhouse		AED (Non-outlay)	Pro Shop
Install Access to Entry Doors	Clubhouse		Replace Windows in Pro Shop	Pro Shop
Install Security Cameras	Clubhouse		Golf Greens	
AED (Non - Outlay)	Clubhouse		Rewire Irrigation on Holes 18 and 11	Golf Course
Engineeering Assessment of Clubhouse Entry	Clubhouse			
Internal Labor	Clubhouse		Projects In-Progress	
Park Improvements			Repair Playground Equipment at 4 Parks (25 Oct)	Park and Rec
Add Wood Chips to Play Areas (Move to Main)	Park and Rec		Clubhouse Dock (25 Oct)(Impact Fee)	Park and Rec
Replace Railing Around Gazebo	Park and Rec		Additional Work	
Repair Railings in and around the pool/basketball	Park and Rec		Replace Pumps for Lift Station	Clubhouse
Replacing Maintenance Roof	Park and Rec		Modified Pool Filter Backflush	Pool
Repair of Weed Removal Boat	Park and Rec			
Bridge Engineering and Evalustion	Park and Rec			
Install All Abilities Playground in Woodland	Park and Rec			

LEGEND	
Project Definition	
	Safety
	Facility Protection
	Operational Improvement/Customer
Department	
	Clubhouse
	Operations
	Pool
	Golf Course
	Pro Shop
	Cemetery

Projects

Cost for Porter Way Retrofit to Weather Trak

- Came in at \$12,000
- Move project into 2025

Working on Costs to Reroute Pool Backflush Effluent.

Millpond Park Contract has been Signed and Contractor feels he can meet the Dec 3 Completion Date

Projects

- Clubhouse Dock
 - Dock in place
 - Need to add railings and concrete ramp/stairs
- Millpond Park
 - Excavation in progress
 - Reshaping and relocating retention pond
 - Planning on asphalt around 1 Nov
- Pool Effluent Piping
 - Engineering for pipe.

Finances

Financials – Cash Position

As of 30 September 2025

Stansbury Service Agency of Tooele County		
Cash Summary		
All Bank Accounts as of 09/30/2025		
Bank Account	Account Name	Amount
Zions Checking - General 0370	Zions Checking - General 0370	\$78,671.66
Zions Visa Cards	Zions Visa Cards	(\$4,119.74)
CFCU Checking - 2948398	CFCU Checking 8398	\$1,592.50
PTIF 3124 General Account	PTIF 3124 General Account	\$2,372,074.19
Stripe	Stripe	(\$254.65)
Venmo	Venmo	(\$125.04)
UNDEPOSITED PAYMENTS	Undeposited funds	\$15,805.16
General Funds Cash Total:		\$2,463,644.08
PTIF 1159 Impact Fees	PTIF 1159 Impact Fees	\$1,346,355.32
Total Funds		\$3,809,999.40

GOLF USAGE REVENUE 2025 VS 2024 YEAR TO DATE (AS OF 30 Sep)					
	2025 Units	Percent Increase	2025 Revenue	Percent Increase	
Greens Fees	26306	18%	\$420,979	40%	
Cart Rental	18271	16%	\$188,050	14%	
Drving Range	5098	30%	\$29,479	68%	
Season Passes	167	29%	\$108,340	30%	
Punch Passes	74	6%	\$22,217	28%	
Alcohol Sales	5551	-19%	\$22,217	-13%	
Pro Shop Sales	9557	9557	\$101,300	21%	
Food Sales	14688	14688	\$47,819	21%	
Pavilion Rentals	3	-57%	\$112	-50%	
Tournaments	4980	9%	\$61,120	20%	
Gross Revenue			\$1,026,513	24%	
Net Revenue			\$962,626	18%	
Expenses To Date			\$982,736	20%	
Net Position			-\$20,110	-2%	
		2024	2025		
Revenue after 3 Quarters		\$748,278	\$962,626		
Expenses after 3 quarters		\$816,568	\$982,736		
Difference		-\$68,290	-\$20,110		
% Difference		-9%	-2%		

Discussion Items

Finance Committee Update

2026 Draft Budget

for Board Approval

15 OCT 2025

Budget Tracker

2026 Budget

2026 BUDGET PROGRESS														
Step	Action	General Government	Office Magmnt	Parks and Rec	Pro Shop	Greens	Pool	Library	Cemetary	Project Magmt	Staff	Committees	Board	Projected Date
1	Strawman (Bogie) Provided to Divisions	✓	✓	✓	✓	✓	✓	✓	✓	✓				
2	Divisions Provide Peronnel/Equipment/Material	✓	✓	✓	✓	✓	✓	✓	✓	✓				
3	Review of Division Initial Draft Budgets	✓	✓	✓	✓	✓	✓	✓	✓	✓				
4	Adjusted Draft Budgets by Divisions	✓	✓	✓	✓	✓	✓	✓	✓	✓				
5	Review of Proposed Capital Projects/Impact Fee Projects by Planning Committee											✓		21 Aug - 4 Sep
6	Review of Proposed Capital Impact Fee Projects by Finance Committee											✓		26 Aug - 4 Sep
7	Consolidated First Draft Budget (Operations)											✓		30-Aug
8	Adjusted Budget to Meet Funding Limitations	✓	✓	✓	✓	✓	✓	✓	✓	✓				1 Sep - 12 Sep
9	Prepare Final First Draft of Budget										✓			12-Sep
10	*Review of First Draft Budget by Finance Committee											✓		15-Sep
11	*Adjustment of Budget From Finance Guidance										✓			16-Sep
12	Review of Adjusted Budget with Divisions	✓	✓	✓	✓	✓	✓	✓	✓	✓				16 Sep - 19 Sep
13	*Review of Second Draft of Budget by Finance Committee											✓		22-Sep
14	*Prepare Tentative Budget										✓			23-Sep
15	*Presentation of Tentative Budget to Board										✓		✓	24-Sep
16	*Review of Budget by Board												✓	24 Sep - 6 Oct
17	Adjustment of Division Budgets (if Required)	✓	✓	✓	✓	✓	✓	✓	✓	✓				24 Sep - 6 Oct
18	*Prepare Draft Proposed Budget										✓			6-Oct
19	*Finance Committee Review of Proposed Budget											✓		10-Oct
20	*Preparation of Proposed Bdget										✓			11-Oct
21	*Vote on Proposed Budget												□	15-Oct
22	Public Hearing on Budget and Fee Schedule										□		□	19-Nov
23	Adjustment of Budget Post Public Hearing	□	□	□	□	□	□	□	□	□	□	□	□	19 Nov - 5 Dec
24	Preparation of Final Budget										□			5-Dec
25	Review of Final Budget by Finance Committee											□		8-Dec
26	Incorporate Final Comments from Finance Committee										□			10-Dec
27	Final 2026 Budget and Fee Schedule Approval												□	17-Dec

* Including Fee Schedule

Department		Change	FTE
Admin		Add GM Replacement Jul-Dec	0.5
		Replace Fulltime Benefited Receptionist w/ part time Unbenefitted	-0.05
Total Admin			0.45
Parks, Rec, and Fac.		Add Fulltime Asst. Manager	1
		Add Fulltime Gardener	1
		Add Part Time House Cleaner	0.25
		Add 2 Fac/Parks Maintenance	1.75
		Add Part Time Admin asst	0.25
Total Parks, Rec, and Fac.			4.25
Golf Greens		Add Fulltime Irrigation Tech II	1
		Add Part Time Admin asst	0.25
Total Golf Greens			1.25
Total Personnel Changes			5.95

Personnel Change 2025 Budget vs. 2026 Budget

Transfers and Reserves

2026 Draft Budget

2026 Sustainment Set Asides - DRAFT			
AC Replacement Set Aside			\$ 10,000.00
Boat Set Aside			\$ 30,000.00
Flooring Replacements			\$ 10,000.00
			\$ 50,000.00
2026 Reserve			\$600,000

Capital Project Allocation 2026 Budget

	2026 Capital Improvement Funds				
Priority	Projects	Category	Dept.	Budget	
2	Repair of Existing Millpond Bridge*	Project	Operations	\$435,000	
3	Add Fire Supression to Golf Cart Area	Project	Pro Shop	\$15,525	
11	West Bank Off Loading Area	Project	Operations	\$50,000	
12	Replace AC unit at Pro Shop	Project	Pro Shop	\$25,000	
18	Porter Way Ball Field #1 Infield	Project	Operations	\$25,000	
				\$550,525	
Priority	Projects	Category	Dept.	Budget	
4	Hydraulic Excavator	Equip	Operations	\$60,000	
14	Bunker Rake for Golf Course	Equip	Operations	\$30,000	
15	Irrigation Cart	Equip	Golf Course	\$20,000	
23	Irrigation Van	Equip	Operaions	\$50,000	
				\$160,000	
	Total Capital Projects/Equipment			\$710,525	

GEND	Project Definition			
	Safety			
	Facility Protection			
	Operational Improvement/Customer			
	Department			
	Clubhouse			
	Operations			
	Pool			
	Golf Course			
	Pro Shop			
	Cemetery			

2026 Capital Projects Moved to 2025

15 Oct 2025

2025 Operations Funds				
Priority	Project/Equipment	Category	Dept.	Budget
1	Reroute Backflush From Pool	Project	Operations	\$50,000
5	Diving Board and Slide for Pool	Equip	Operations	\$15,000
8	Convert Porter Way Park to WxTrak	Project	Operations	\$20,000
9	Relocate entry gate as pool	Project	Operations	\$5,000
17	Replace Flooring in Clubhouse	Project	Clubhouse	\$25,000
	Total			\$115,000

LEGEND	Project Definition
	Safety
	Facility Protection
	Operational Improvement/Customer
	Department
	Clubhouse
	Operations
	Pool
	Golf Course
	Pro Shop
	Cemetery

2026 Capital Maintenance Projects

15 October 2025

2026 Operations Funds				
Priority	Project/Equipment	Category	Dept.	Budget
6	Add Automatic Locks to Bathrooms	Project	Operations	\$10,000
7	Revurbish Golf Course Bathrooms	Project	Golf Course	\$25,000
10	Grind Pool Deck Level	Project	Pool	\$15,000
13	Restore Roof in HVAC area of Pro Shop	Project	Pro Shop	\$5,320
16	VFD for Gordon Well #1	Project	Golf Course	\$25,000
19	Main Entry to Clubhouse Rebuilt	Project	Clubhouse	\$40,000
20	North Side of Clubhouse Wall rebuilt/remediated/Sealed	Project	Clubhouse	\$45,000
21	Electrical Rewire of Clubhouse	Project	Clubhouse	\$25,000
22	Security Camera Install	Project	Operations	\$15,000
25	Rebuild of Cart Path to No. 1 Green	Project	Golf Course	\$10,000
26	Footie Golf*	Project	Operations	\$10,000
27	Golf Course Irrigation System Restoration	Project	Golf Course	\$20,000
28	Rework Downspout and Stucco on Clubhouse	Equip	Golf Course	\$30,000
29	Rebuild Utilities Enclosure on South	Project	Clubhouse	\$50,000
				\$325,320

LEGEND	Project Definition		
		Safety	
		Facility Protection	
		Operational Improvement/Customer	
	Department		
		Clubhouse	
		Operations	
		Pool	
		Golf Course	
		Pro Shop	
		Cemetery	

<h1>Local and Special Service Districts Adopted Budget</h1>		Name		Stansbury Service Agency
		Fiscal Year		2026
Form: SD-BUD-1-2012				
Part I		General and Enterprise Fund		
(a)		General Fund		
		Actual Expenses		
		Prior Year 2024	Current Year 2025	Budget 2026
	Revenues			
1.1	Taxes: Property Tax	2,939,590	3,107,588	3,069,588
1.2	Other:			
1.3	Fee in Lieu of Taxes	158,747	200,000	130,000
1.4	Charges for Services	1,085,252	1,279,550	1,271,280
1.5	Interest Income	62,491	120,000	80,000
1.6	Miscellaneous Revenue	32,613	624,792	21,154
1.7	Intergovernmental Revenue	18,969	19,000	39,000
1.8				
	Other Financing Sources:			
1.9	Transfers from Other Funds			
1.10	Contribution from Fund Balance			325,625
1.11				
1.12				
	Total Revenues	4,297,661	5,350,930	4,936,647
	Expenses			
2.1	Salaries and Benefits	1,401,504	2,134,122	2,890,200
2.2	Other Operating Expenses	1,022,630	1,471,429	1,577,825
2.3	Depreciation			
2.4	Capital Outlay		179,100	325,320
2.5	Debt Service			
2.6				
2.7				
2.8				
	Other Financing Uses:			
2.9	Transfers to Other Funds	1,107,184	458,020	143,302
2.10	Contribution to Fund Balance		1,108,259	
2.11				
2.12				
	Total Expenditures / Expenses	3,531,318	5,350,930	4,936,647
	Net Income / (Loss)	766,343	-	-

Part II		Capital Projects and Debt Service Fund		
		Capital Projects Fund		
		Actual Expenses		Budget 2026
		Prior Year 2024	Current Year 2025	
	Revenues			
1.1	Bond Issues			
1.2	Property Taxes			
1.3	Fee-in-Lieu of Taxes			
1.4	Investment/Interest Income	58,161	55,000	40,000
1.5	Intergovernmental Revenue	41,517	134,483	859,184
1.6	Impact Fees Revenue	394,200	200,000	150,000
	Transfers From:			
1.6	General Fund	1,107,184	458,020	143,302
1.7	Capital Projects Fund			
1.8	Other: Fund Balance Appropriation		1,032,072	931,932
1.9	Other:			
	Total Revenues	1,601,062	1,879,575	2,124,418
1.1	Beginning Fund Balance			
1.11	Available for Use	1,601,062	1,879,575	2,124,418
	Expenses			
2.1	Debt Service			
2.2	Retirement of Bonds			
2.3	Interest on Bonds			
2.4	Capital Outlay	437,415	1,370,441	2,003,621
	Transfers From:			
2.5	Fund Balance Appropriated	-	509,134	120,797
2.6				
2.7	Other:			
2.8	Other:			
	Total Expenses	437,415	1,879,575	2,124,418
	Ending Fund Balance	1,163,647	-	-

Presentation of 2026
Tentative Budget and
Fee Schedule for
Board Review

Policy Committee Update

Planning Committee Update

Action Items

Board Review and Possible Approval of September 24, 2025, Board Meeting Minutes

Board Review and Possible Approval of 2026 Tentative Budget

Board Review and Possible Approval of the Boundary Line Adjustment document

Ratification of Millpond Park
Contract in the amount of
\$505,135 to Hughes General for
construction of Phase I of the
Millpond Park Project

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.

Board Member Reports and Discussion Items

Motion to adjourn the Stansbury Service Agency Board of Directors Meeting.

Motion to enter into the Stansbury Greenbelt Service Area Board Meeting



STANSBURY GREENBELT AREA BOARD MEETING

OCTOBER 15, 2025

Agenda

Order of Business

1. Call to Order
2. Roll Call
3. Public Comments

Action Items

1. 2025.10.01 A
 - a. Board Review and Possible Approval of the August 27, 2025, Board Meeting Minutes
2. 2025.10.02 A
 - a. Board Review of Cemetery Lot Line Adjustment and Possible Approval to Sign the Quick Claim Deed.
3. 2025.10.03 A
 - a. Board Review and Possible Approval of the Resolution 2025-10-01, Cancellation of Elections 2025

Public Comment

Action Items



Board Review and Possible Approval of the August 27, 2025, Board Meeting Minutes

Board Review of
Cemetery Lot Line
Adjustment and
Possible Approval to
Sign the Quick Claim
Deed.

Stansbury Greenbelt Service Area, a political subdivision of the State of Utah, with its principal office at #1 Country Club, Stansbury Park, UT 84074, **GRANTOR**

Quit Claim to

Tooele County School District

Of 92 Lodestone Way,
Tooele, UT 84074

County of Tooele, State of Utah

For sum of TEN DOLLARS and other good and valuable consideration, do hereby CONVEY the following described tract of land in Tooele County, State of Utah, to wit:

See Attached Exhibit "A"

TOGETHER WITH all buildings, improvements, water rights, water shares, and all rights-of-way, easements, restrictions and reservations of record.

The purpose of this Quit Claim Deed is to convey both everything the school is currently occupying and was intended to occupy per the record of survey under file no. 2019-0051 in the office of the Tooele County Recorder. The description located in Exhibit "A" comes from the aforementioned survey.

Board Review and Possible Approval of the Resolution 2025- 10-01, Cancellation of Elections 2025

Adjourn