

New Board Member On-Boarding

7 January 2026

Onboarding Purpose

- Orient new board members
- Provide continuity from previous board actions to new board

Background

Special Districts

In Utah, a special district is a **limited purpose local government entity** created to provide a specific public service, such as fire protection, water, or parks. These entities are legally defined as a body corporate and politic, a quasi-municipal corporation, and a political subdivision of the state, existing separately from other government units like cities or counties. They have the power to sue and be sued, own property, and construct and operate facilities. 

Stansbury Park History

- Terracor/Leucadia Bankruptcies Resulted in the Need to Divest of owned Properties in 1982.
- County Refused to Accept the Assets
- Stansbury Citizens Stepped in to Form 3 Entities to Accept the Assets
 - Tooele Special District #1 – Later Renamed to Stansbury Greenbelt Service District
 - Tooele Special District #2 – Later Renamed to Stansbury Recreation Service District
 - Stansbury Park Improvement District

Stansbury Service Agency Formation

- In 1992 the Two Special Districts (Greenbelt and Recreation) formed the Stansbury Service Agency Through an Interlocal Agreement to Execute Day-to-Day operations and Reduce Duplication of Efforts.
- The Agency Board of Directors Consists of the Members of Both Board of Trustees as an Oversight Body.

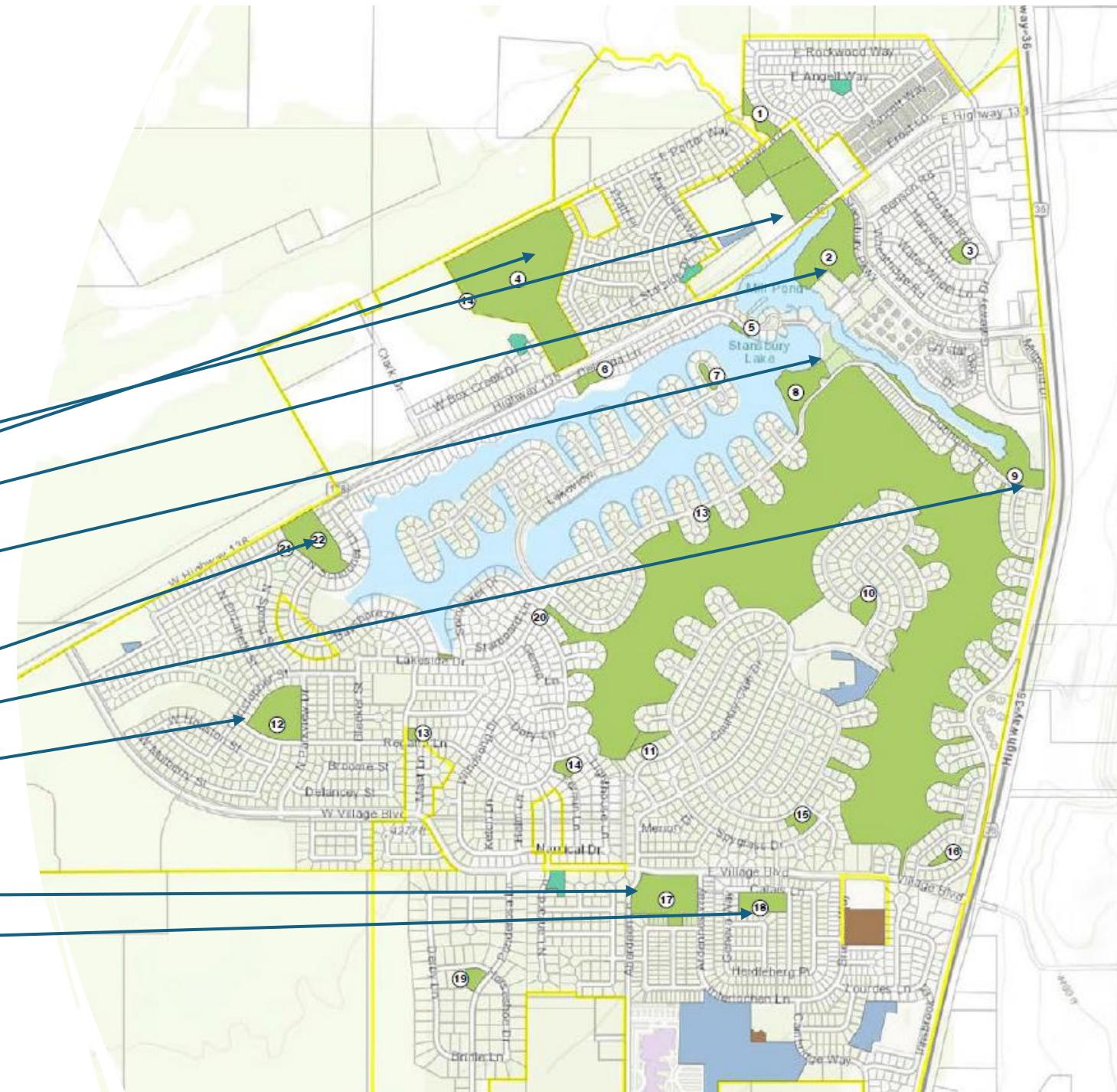
Stansbury Park Statistics

- Most Greenspace per Capita in Utah
- 400 Acres of Parks, Golf Course and Greenspace
- 110 Acre Lake
- Stansbury Park Observatory (Salt Lake Astronomy Society)
- Sagers Youth Baseball Complex
- Porter Way Pickleball Complex
- Field use for Football, Soccer and Other Sports

Stansbury Park

Major Parks

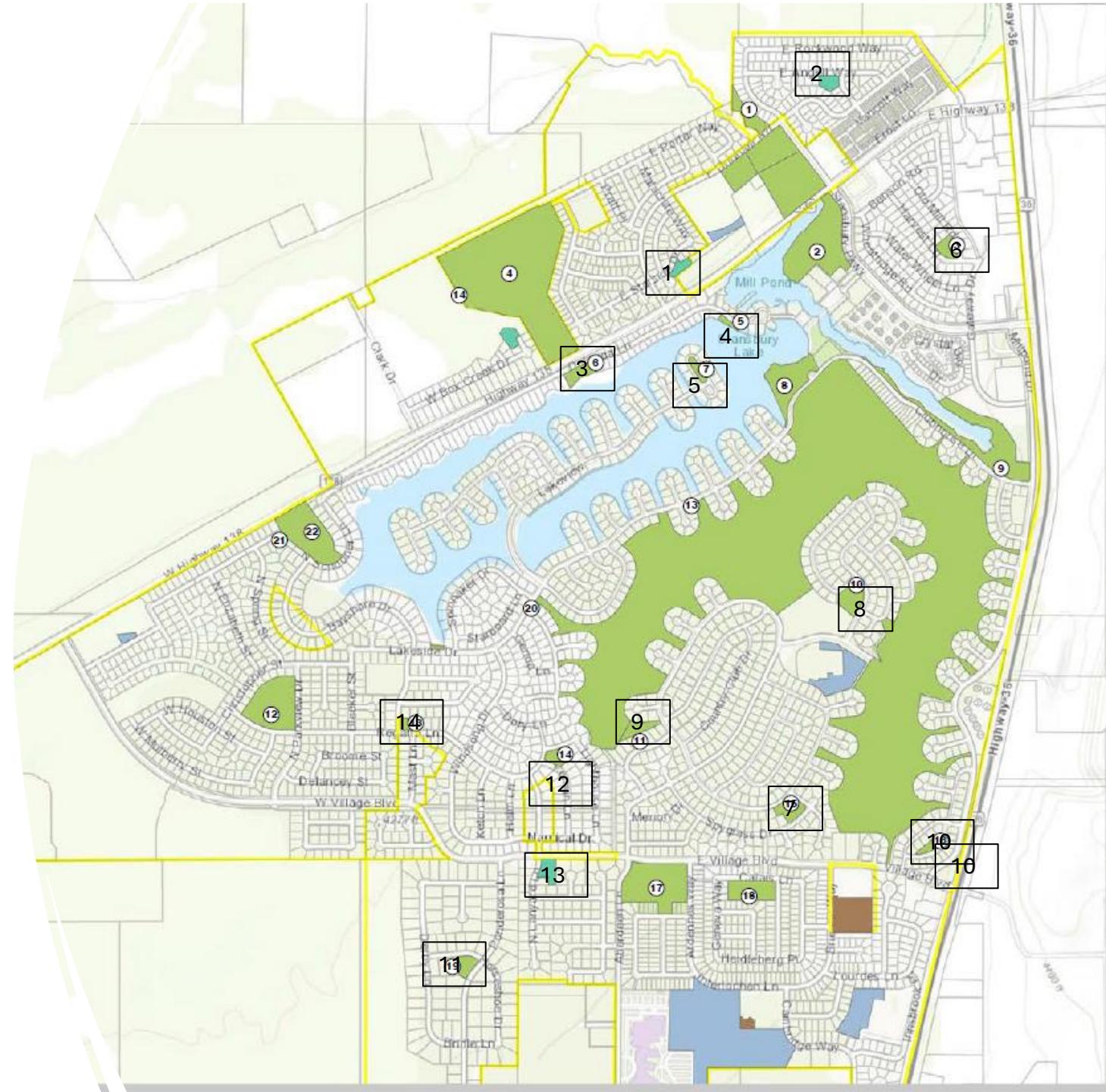
- Porter Way Park/Solomon Park
 - Cemetery
 - Sagers Park
 - Clubhouse
 - Oscarson Park (undeveloped)
 - Millpond Park
 - Parkview Park
 - Village Park
 - Sandhill Park



Stansbury Park

Neighborhood Parks

-
- 1. Brigham Park
 - 2. Angel Way Park
 - 3. Solomon park
 - 4. Delgada Park
 - 5. Captain's Island Park
 - 6. Gateway Park
 - 7. Woodland Park
 - 8. Brent Rose Park
 - 9. Fairway Park
 - 10. Garrett Park
 - 11. Ponderosa Park
 - 12. Galley Park
 - 13. Lanyard Park
 - 14. Regatta Lane Park



Golf Course History

- Originally operated as a contract operation
 - Separation of operations between Parks and golf course
- 2019 operations pulled under the Agency
 - Rewiring project – not well done
- 2022 current greens superintendent hired
 - Started rewiring and shift to Weather Trak
- Currently moving toward more commonality of operations with Parks and Rec

Lake History

- Constructed with original park in 1969
 - Not originally designed as a recreation location
 - Parts of the lake not fully developed as planned due to costs and difficulties
- Original weed harvesting boat obtained in the 1980s
 - Obtained used from another agency
- Second boat purchased late 1990s
- Neither boat maintained well and in 2022 first boat had significant hull damage – scrapped in 2024
- Water supplied from 3 main sources – issues with maintaining consistent level
 - Gordon Well 1 – through golf course
 - Pumping from Millpond - mid April through mid October
 - Rainfall

Pool History

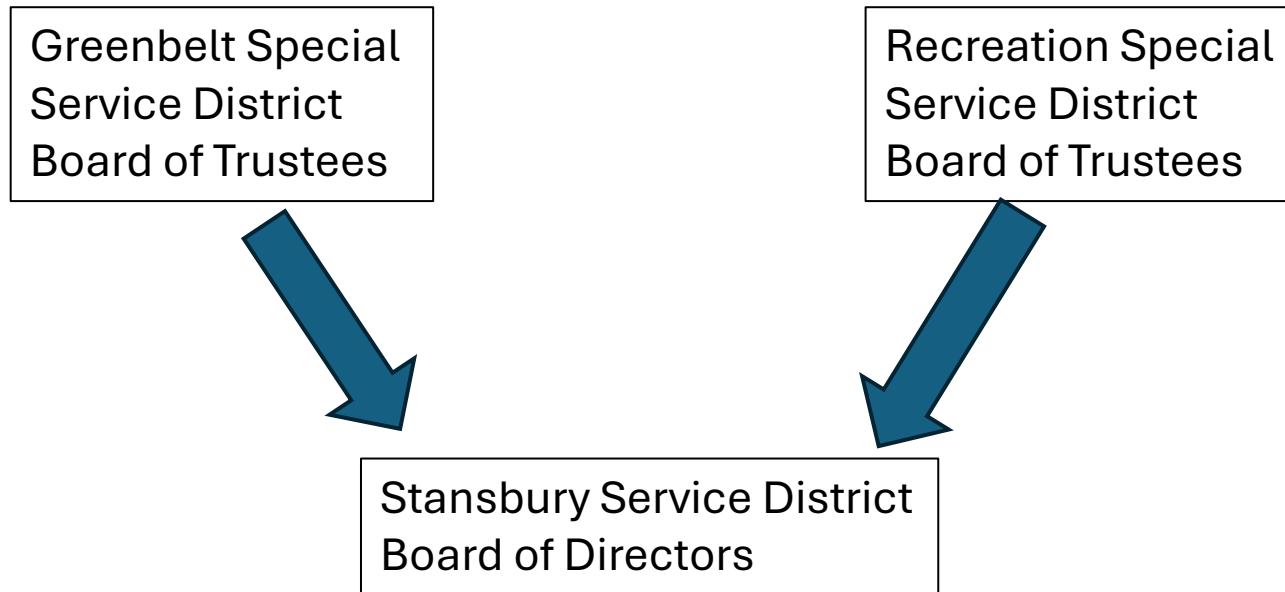
- Constructed in 1971
 - Typical pool life is 25 years
- Issues with original design
 - Below water table
 - Backflush effluent ducted into the lake
- Current mitigation efforts
 - Redirection of effluent to sewer system
 - Repair of lower level valve
 - Dye testing to determine if additional repair of shell is feasible
 - Looking at different filtration to cut down on effluent

Clubhouse

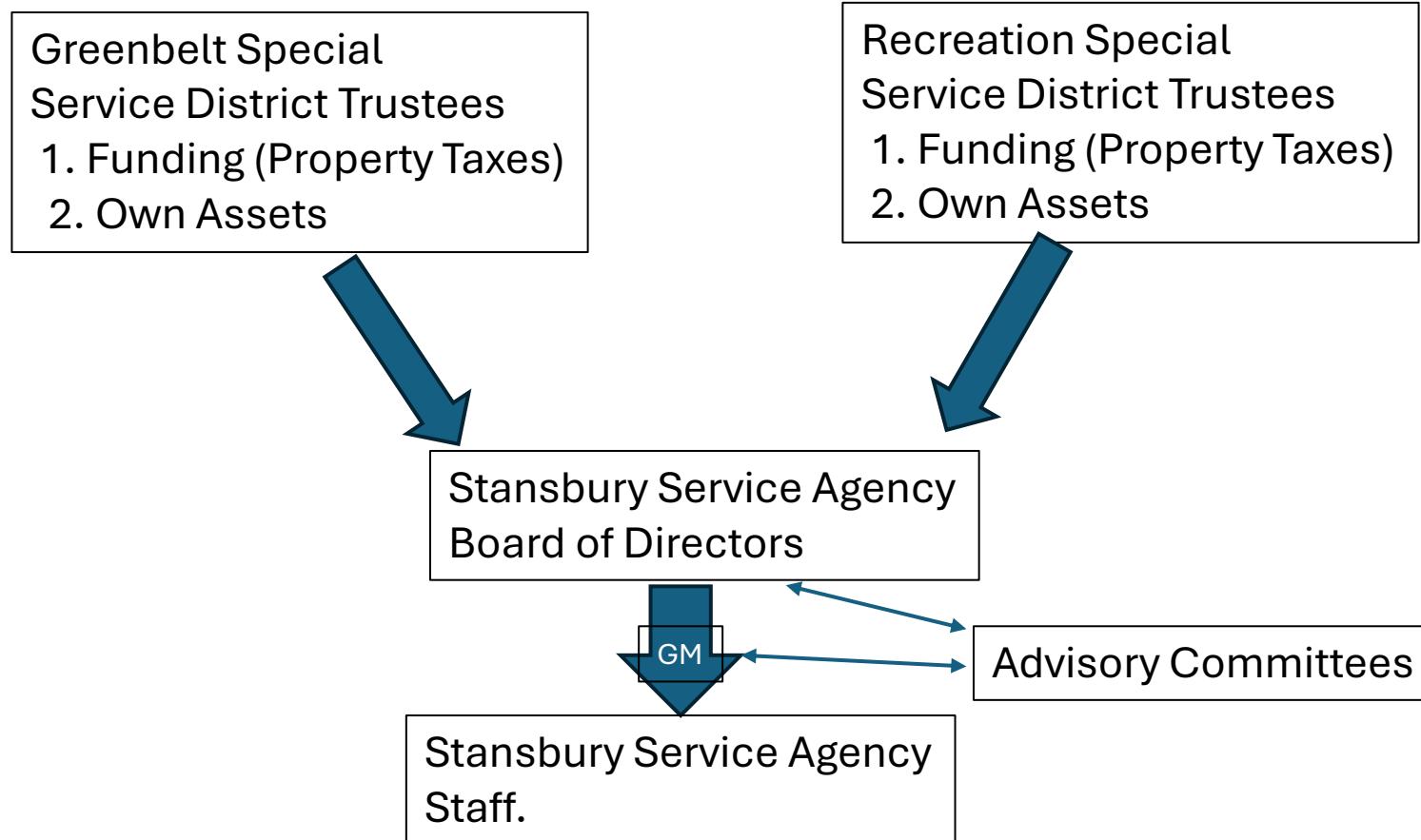
- Built in early 1970s
- Remodel in 2023
 - Removed fireplace
 - Refinished walls
 - New carpeting
- Safety Issues
 - Fire alarm system
 - Sprinkler system
 - Master Breaker
- Leakage
 - Overhead Windows/seals
 - Under Entryway
 - North wall into old sauna area
 - Old Flue area
 - Under roofing

Organization and Operation

Service Area Trustees form Agency Board of Directors



Functioning of the Agency and Districts



Responsibilities of Trustee Boards

- Provide Tax Revenue to Fund Operation of Agency
- Determination of Tax Rates
- Set Budget for Respective Service Areas

Officers of the Trustee Boards

- Chairman
 - Conduct Meetings
 - Set Agendas
- Treasurer
 - Budgeting
 - Funds Oversight
- Clerk
 - Publish Agendas
 - Minutes
 - Update State and Agency Sites
- May Also Select a Vice Chair
 - Same as Chair in Absence
 - Defaults to Senior Member if not Selected

Responsibilities of Service Agency Board

- Oversight of Operations
- Oversight of Expenditures
- Oversight of Development
- Development and Approval of Budget
- Approval of Fee Schedule
- Approval of Operational Policies
- Limitations:
 - Cannot Directly Supervise Agency Staff
 - Tasks to Staff (through the GM) must represent the MAJORITY of the board

Officers of the Board of Directors

- Chairman
 - Conduct Meetings
 - Set Agendas
 - Task Board Members
- Vice Chair
 - Same as Chair in Absence
- Treasurer
 - Custodian of all money, bonds, and other securities
- Clerk
 - Publish Agendas
 - Keep a record of the proceedings of the board
 - Update State and Agency Sites
 - Maintain financial records for each fund of the special district and all related subsidiary records

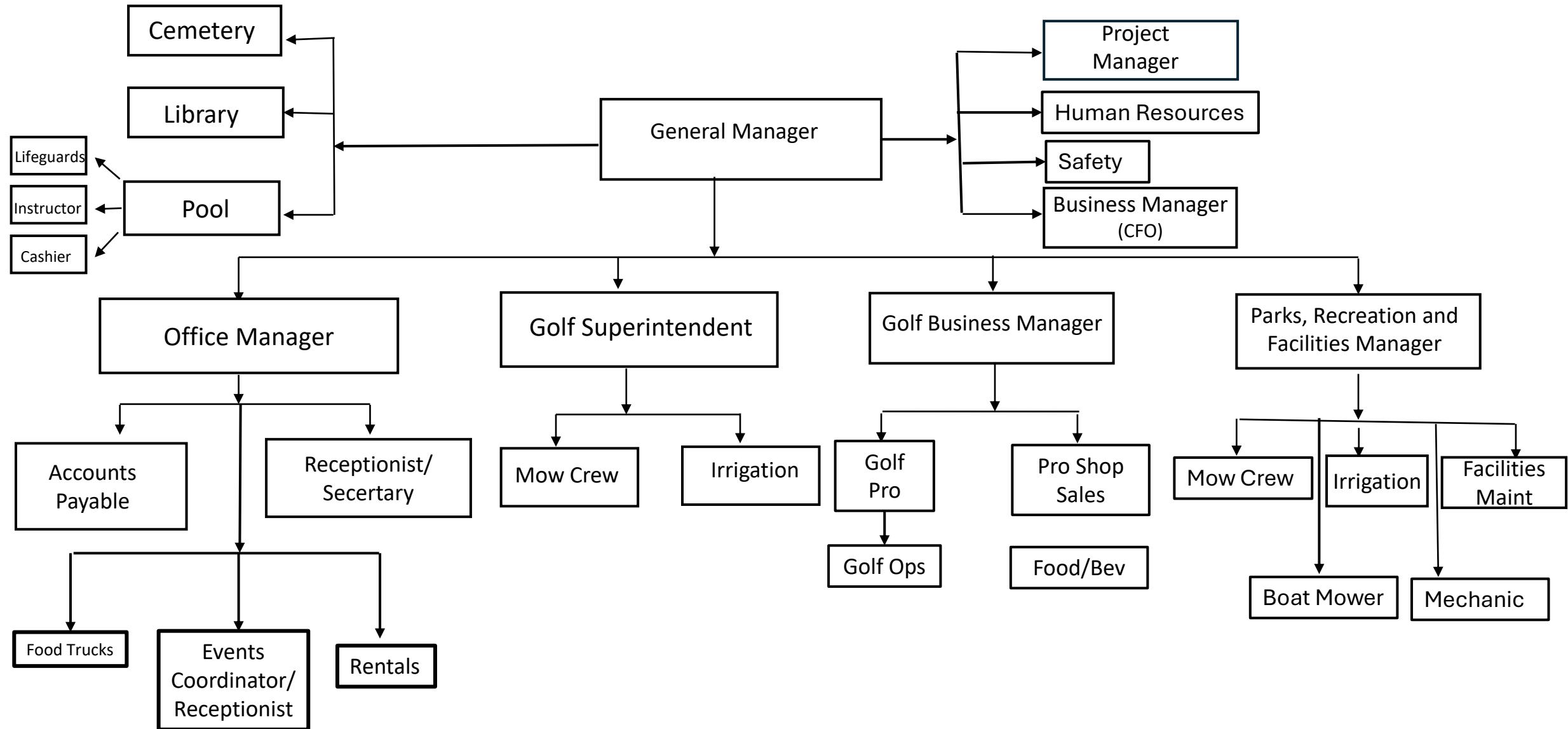
Meetings

- Conducted by Board Chair (or Vice Chair)
- Chair is Responsible to Ensure They Follow Robert's Rules of Order
- All board members present at the time minutes are approved can (should) vote for approval. You are not validating the content of the meeting, only that the meeting minutes are correct in form and content is understandable.

Committees

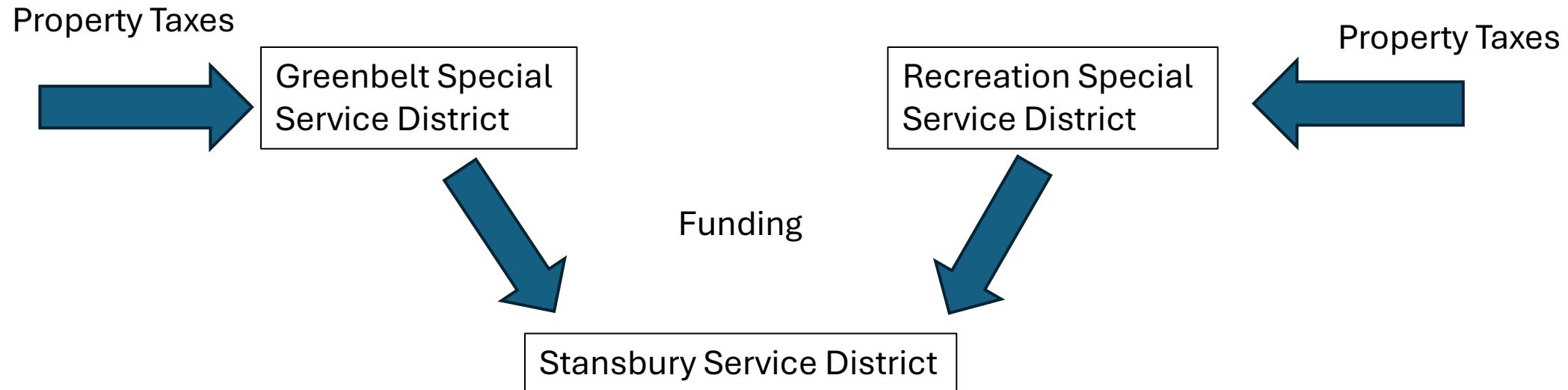
- Policy Committee
 - Review and update policies and procedures
- Finance Committee
 - Financial Review and Oversight
 - Develop Operating Budgets
 - Recommendations for individual Service Area Budgets
- Capital Project Planning Committee
 - Review and Planning of Projects
- Proposed Additional Committees
 - Lake
 - Golf
 - Long Range Planning
- Limitations on Board Membership
 - Advice from USAD and State – Only one from each Trustee Board

Organization Chart



Finances

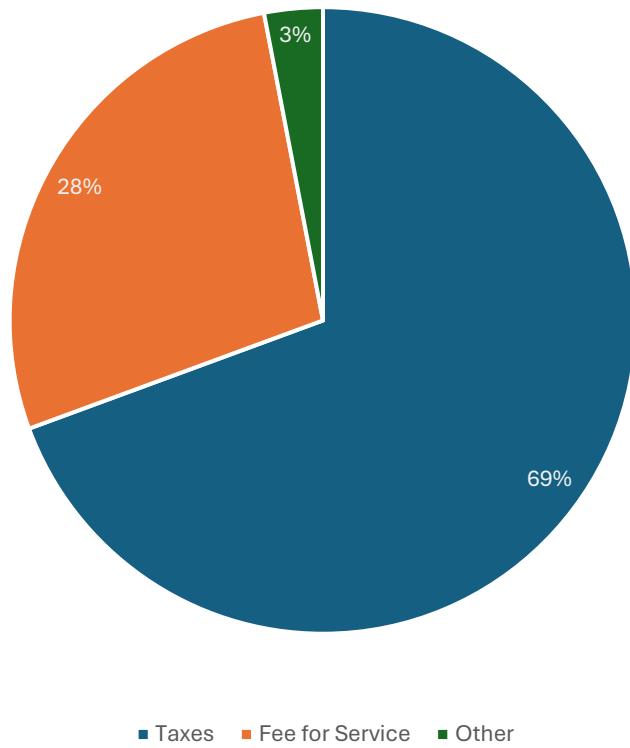
Funding of the Agency By Service Areas



Stansbury Park

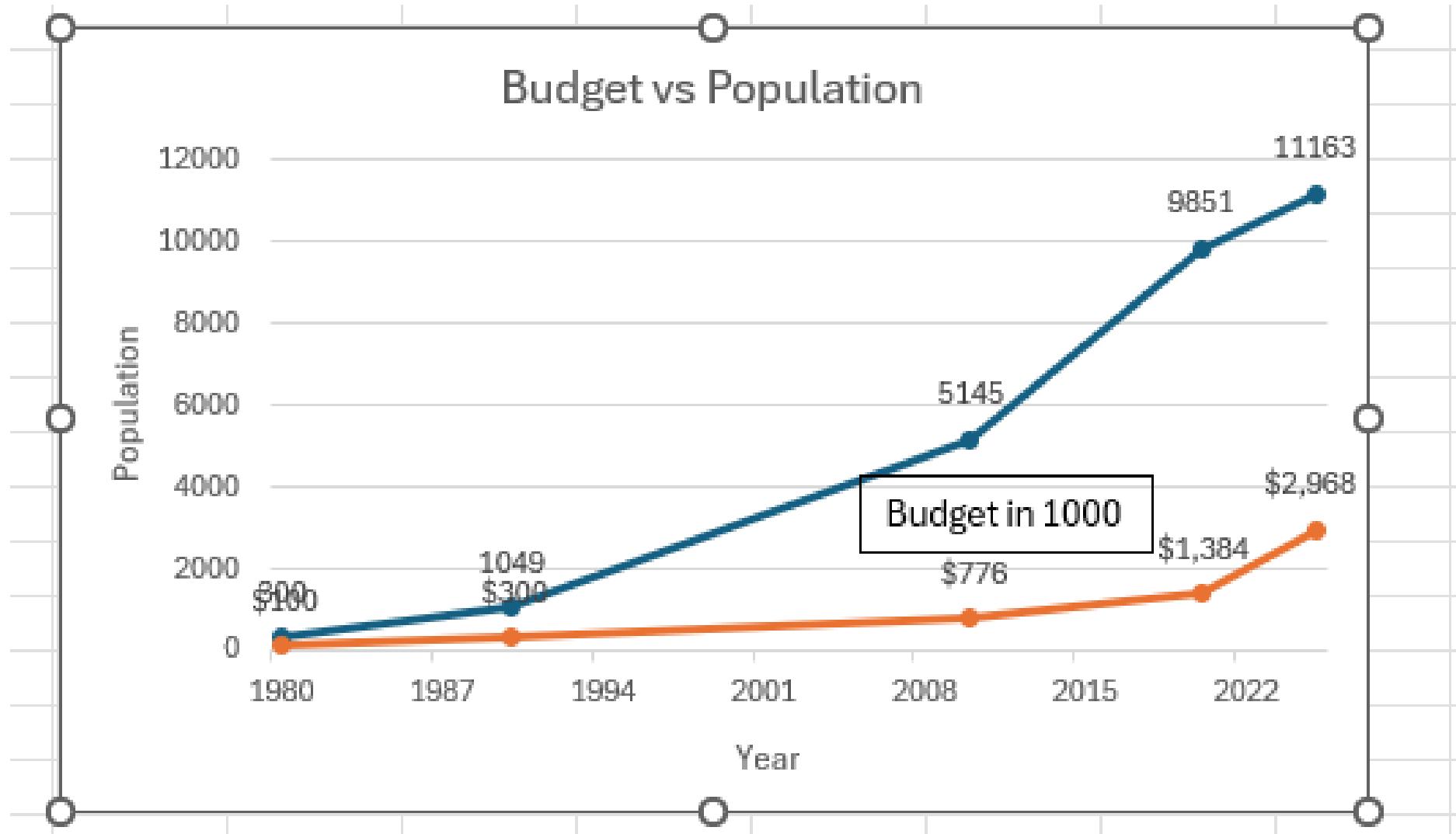
Revenue Basis

Funding Percentages

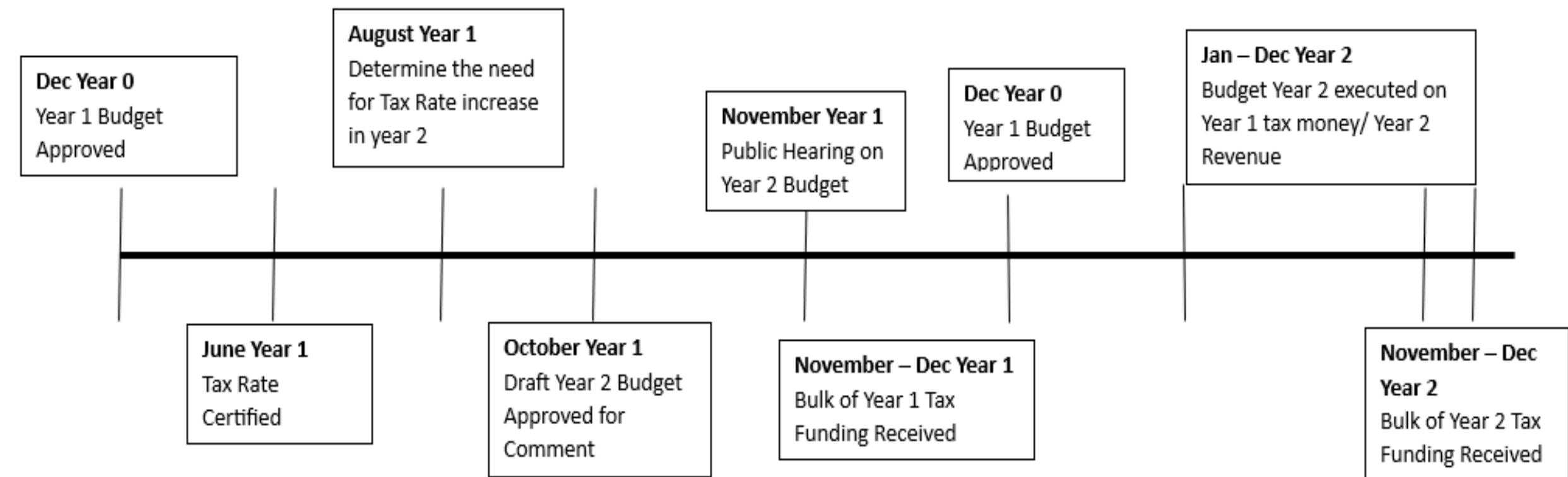


Stansbury Park

Budget vs Population

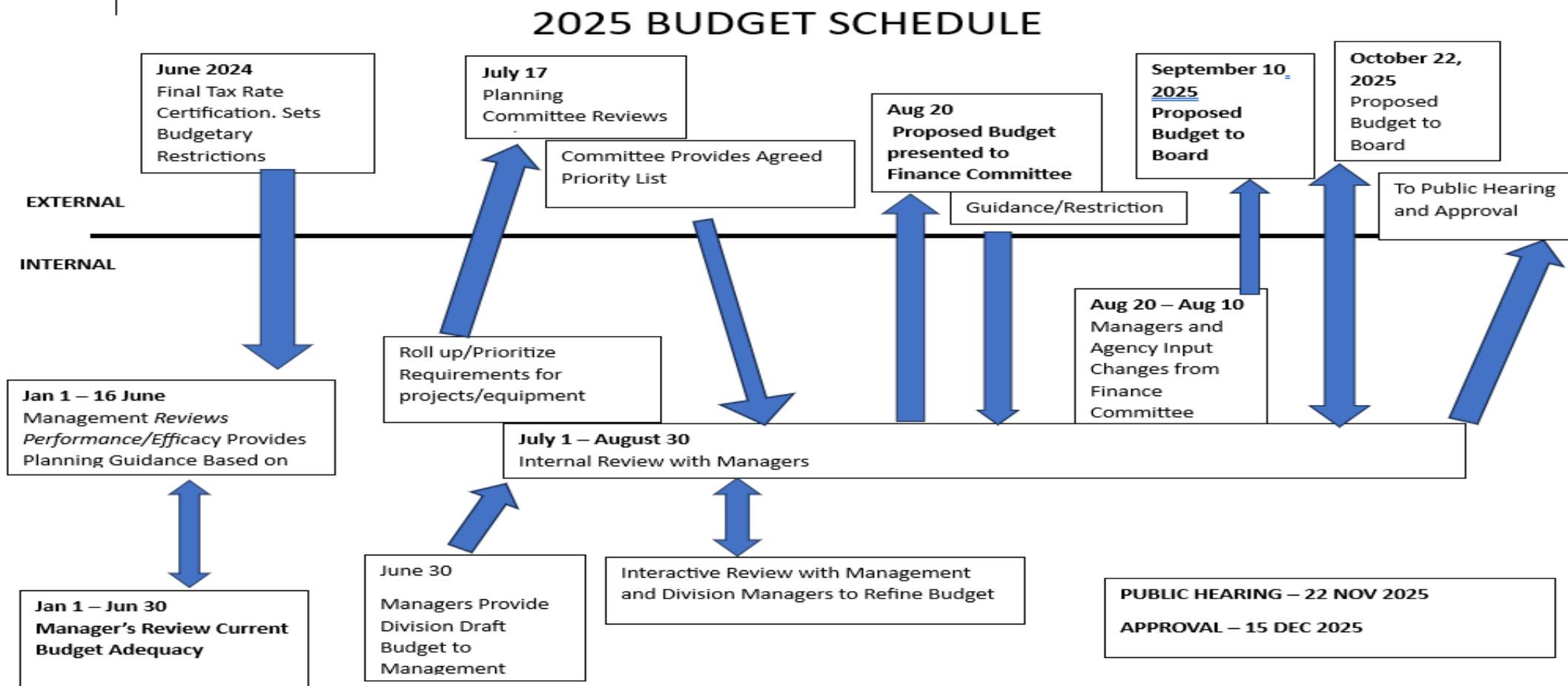


BUDGET/FUNDING CYCLE



Budget Process Timeline

16 July 2025

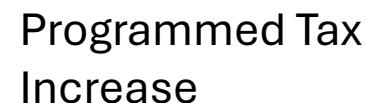


Budget vs Actuals

	2022	2023	2024	2025	2026
Budgeted Revenue	\$2,491,077	\$3,203,810	\$4,103,585	\$4,453,700	\$4,965,647
Actual Revenue	\$3,413,811	\$2,341,541	\$4,234,523	\$5,069,877	
Difference	\$922,734	(\$862,269)	\$130,938	\$616,177	
Budgeted Expenses	\$2,477,004	\$2,414,197	\$4,045,685	\$4,453,700	\$4,965,647
Actual Expenses	\$2,141,177	\$2,919,265	\$3,531,319	\$3,398,261	
	\$335,827	(\$505,068)	\$514,366	\$1,055,439	



Reovered Fraud Money



Programmed Tax Increase

Budget in Pelorous Accounting Software

Year:	Budget:	Fund:	Hierarchy:	Budget Type:	Entry Mode:				
2025	Annual Budget	10 General Fund	Financial Statements	Operational	Encumbrance Zero Balance				
Change In Net Position									
Revenue:									
Taxes									
4100 - General property tax	R	1,504,366	1,411,624	2,850,603	2,968,618	2,729,844		3,118,618	3,059,588
4110 - Fee in lieu of property tax	R	0	119,993	158,747	100,000	207,005		100,000	210,000
4115 - Delinquent property taxes	R	0	9,832	28,390	30,000	49,500		10,000	55,000
Total Taxes		1,504,3...	1,541,4...	3,037,7...	3,098,6...	2,986,3...		3,228,618	3,324,5...
Intergovernmental revenue									
4601 - Tourism Tax Grant	R	0	5,000	15,000	15,000	15,000		0	15,000
4605 - Tooele Co Recreation Special...	R	0	4,000	3,969	3,969	0		4,000	4,000
4606 - Tooele Co Health Dept - EMO...	R	0	0	0	0	0		0	0
Total Intergovernmental revenue		0	9,000	18,969	18,969	15,000		4,000	19,000
Charges for services									
4200 - Clubhouse Rental	R	26,538	44,169	33,092	30,701	32,610		40,000	34,000
4205 - Small Conference Room	R	0	60	130	130	112		300	0
4210 - Large Conference Room	R	0	0	0	0	209		300	209
4215 - Gazebo Rental	R	0	1,280	2,309	2,300	2,269		1,600	2,300
4220 - Pavilion Rental	R	0	4,727	2,141	2,141	2,242		2,000	2,250
4225 - Sports Rental	R	0	0	28,791	28,791	45,935		40,000	46,000
4250 - Special Event - Stansbury Days	R	0	8,618	19,826	19,826	16,244		20,000	16,244
4251 - Special Event - Stansbury Pa...	R	0	0	0	0	1,000		1,000	1,000
4252 - Special Events	R	0	0	140	140	1,454		0	1,500
4253 - Special Event - Community	R	0	1,745	3,631	3,350	2,181		3,000	2,500
4254 - Food Trucks Revenue	R	0	0	17,584	17,513	10,807		20,000	11,000
4255 - Special Event - Stansbury Da...	R	0	0	1,144	1,144	7,097		10,000	7,100
4310 - Swimming pool - Daily admis...	R	0	7,065	26,180	26,180	19,246		20,000	19,246
4311 - Swimming pool - season pass	R	0	1,966	7,801	7,801	6,418		6,000	6,418
4312 - Swimming pool - punch card	R	0	950	3,048	3,048	3,078		2,400	3,078
4313 - Swimming pool - Daily admis...	R	0	428	2,128	2,128	7,608		1,000	7,608
4320 - Swimming pool - Party rental	R	0	4,861	7,153	7,153	7,688		6,000	7,688
4330 - Swim Lessons	R	0	8,085	14,354	14,354	18,501		14,000	18,501

Stansbury Service Agency of Tooele County
Financial Statement Report - Monthly with Percent

10 General Fund - 10/01/2025 to 10/31/2025

Budget Summaries Provided for Approval

	Account No.	Approved Budget	Current Period	YTD Balance	Percent (Approved Budget)	Adjusted Budget	Percent (Adjusted Budget)
Change In Net Position							
Revenue:							
Taxes							
4100 General property tax	4100	3118618	118803	125322	0.0402	3059588	0.041
4110 Fee in lieu of property tax	4110	100000	12126	196796	1.968	210000	0.9371
4115 Delinquent property taxes	4115	10000	5342	47214	4.7214	55000	0.8584
Total Taxes		3228618	136272	369332	0.1144	3324588	0.1111
Intergovernmental revenue							
4601 Tourism Tax Grant	4601					15000	
4605 Tooele Co Recreation Special Service Grant-L	4605	4000				4000	
Total Intergovernmental revenue		4000				19000	
Charges for services							
4200 Clubhouse Rental	4200	40000	1148	30567	0.7642	34000	0.899
4205 Small Conference Room	4205	300					
4210 Large Conference Room	4210	300		209	0.6982	209	1.0022
4215 Gazebo Rental	4215	1600		2269	1.418	2300	0.9864
4220 Pavilion Rental	4220	2000		2242	1.1209	2250	0.9964
4225 Sports Rental	4225	40000	30	45935	1.1484	46000	0.9986
4250 Special Event - Stansbury Days	4250	20000	828	16244	0.8122	16244	1
4251 Special Event - Stansbury Pageant	4251	1000		1000	1	1000	1
4252 Special Events	4252			1454		1500	0.9696
4253 Special Event - Community	4253	3000	160	1661	0.5537	2500	0.6644
4254 Food Trucks Revenue	4254	20000	783	10807	0.5403	11000	0.9824
4255 Special Event - Stansbury Days Triathlon	4255	10000		7097	0.7097	7100	0.9995
4310 Swimming pool - Daily admission Resident	4310	20000		19246	0.9623	19246	1
4311 Swimming pool - season pass	4311	6000		6418	1.0697	6418	1
4312 Swimming pool - punch card	4312	2400		3078	1.2824	3078	1
4313 Swimming pool - Daily admission Non Resident	4313	1000		7608	7.6081	7608	1
4320 Swimming pool - Party rental	4320	6000		7688	1.2814	7688	1
4330 Swim Lessons	4330	14000		18501	1.3215	18501	1
4335 Swim teams	4335	6700		9937	1.4832	9937	1
4350 Pool Concessions	4350	8500		6339	0.7458	6339	1.0001
4401 Golf Green Fees	4401	475000	35208	586019	1.2337	630000	0.9302
4402 Golf Cart Fees	4402	195000	16442	205292	1.0528	209000	0.9823
4403 Golf Driving Range	4403	20000	3138	32648	1.6324	34000	0.9602
4404 Golf Snack Bar	4404	45000	4065	51895	1.1532	53000	0.9792
4406 Golf ProShop	4406	130000	21630	122921	0.9455	130000	0.9455
4409 Golf Alcohol	4409	21000	1213	16785	0.7993	21000	0.7993
4412 Golf Pavilion	4412	500		112	0.2245	150	0.7484
4501 Library Book Sale	4501			35		40	0.8663
4502 Library Card	4502	50		104	2.08	110	0.9455
4503 Library Lost Book	4503		1	7		7	1.0143
4800 Cemetery Plots	4800	25000	600	9550	0.382	12000	0.7958
4810 Cemetery services	4810	10000	800	6100	0.61	7500	0.8133
4950 Boat Registration	4950	40	5	290	7.25	300	0.9667
Total Charges for services		1124390	86050	1230060	1.094	1300025	0.9462

10 General Fund - 10/01/2025 to 10/31/2025

	Account No.	(BUD)		(CUM ACT)		(EAC)		
		Approved Budget	Current Period	YTD Balance	Percent	Adjusted Budget	Percent (Adjusted Budget)	
					(Approved Budget)			
Change In Net Position								
Revenue:								
Taxes								
4100 General property tax	4100	3,118,618	118,803	125,322	4.02%	3,059,588	4.10%	
4110 Fee in lieu of property tax	4110	100,000	12,126	196,796	196.80%	210,000	93.71%	
4115 Delinquent property taxes	4115	10,000	5,342	47,214	472.14%	55,000	85.84%	
Total Taxes		3,228,618	136,272	369,332	11.44%	3,324,588	11.11%	
Intergovernmental revenue		Total Approved Budget		Total Amount Received to date		Projected to receive based On current data		
4601 Tourism Tax Grant	4601						15,000	
4605 Tooele Co Recreation Special Service Grant-Library	4605	4,000					4,000	
Total Intergovernmental revenue		4,000					19,000	
Charges for services								
4200 Clubhouse Rental	4200	40,000	1,148	30,567	76.42%	34,000	89.90%	
4205 Small Conference Room	4205	300						
4210 Large Conference Room	4210	300		209	69.82%	209	100.22%	
4215 Gazebo Rental	4215	1,600		2,269	141.80%	2,300	98.64%	

		(BUD)		(CUM ACT)		(EAC)		
		Account N	Approved Bu	Current Period	YTD Balance	Percent (Approved Budget)	Adjusted Budget	
Change In Net Position								
Revenue:								
Taxes								
4100 General property tax	4100	\$3,118,618		\$118,803	\$125,322	4%	\$3,059,588	
4110 Fee in lieu of property tax	4110	\$100,000		\$12,126	\$196,796	197%	\$210,000	
4115 Delinquent property taxes	4115	\$10,000		\$5,342	\$47,214	472%	\$55,000	
Total Taxes		\$3,228,618		\$136,272	\$369,332	11%	\$3,324,588	
Intergovernmental revenue								
4601 Tourism Tax Grant	4601						\$15,000	
4605 Tooele Co Recreation Special	4605	\$4,000					\$4,000	
Total Intergovernmental revenue		\$4,000					\$19,000	
Interest								
4140 Interest Income	4140	\$80,000		\$8,776	\$121,989	152%	\$130,000	
Total Interest		\$80,000		\$8,776	\$121,989	152%	\$130,000	
Miscellaneous revenue								
4001 Charter membership	4001	\$254					\$254	
4170 Miscellaneous	4170	\$5,000		\$738	\$605,962	12119%	\$606,000	
4180 Cell tower rental	4180	\$9,438		\$831	\$8,115	86%	\$9,776	
4900 Property Rental	4900	\$2,000			\$9,058	453%	\$9,058	
Total Miscellaneous revenue		\$16,692		\$1,569	\$623,135	3733%	\$625,088	

Department
General Government
Golf Course
Parks and Recreation
Swimming Pool
Library
Cemetery

Charges for services								
4200 Clubhouse Rental	4200	\$40,000	\$1,148	\$30,567	76%	\$34,000	89.90%	
4205 Small Conference Room	4205	\$300		\$209	70%	\$209	100.22%	
4210 Large Conference Room	4210	\$300		\$2,269	142%	\$2,300	98.64%	
4215 Gazebo Rental	4215	\$1,600		\$2,242	112%	\$2,250	99.64%	
4220 Pavilion Rental	4220	\$2,000		\$45,935	115%	\$46,000	99.86%	
4225 Sports Rental	4225	\$40,000	\$30	\$16,244	81%	\$16,244	100.00%	
4250 Special Event - Stansbury Da	4250	\$20,000	\$828	\$1,000	100%	\$1,000	100.00%	
4251 Special Event - Stansbury Pa	4251	\$1,000		\$1,454		\$1,500	96.96%	
4252 Special Events	4252			\$1,661	55%	\$2,500	66.44%	
4253 Special Event - Community	4253	\$3,000	\$160	\$10,807	54%	\$11,000	98.24%	
4254 Food Trucks Revenue	4254	\$20,000	\$783	\$7,097	71%	\$7,100	99.95%	
4255 Special Event - Stansbury Da	4255	\$10,000		\$19,246	96%	\$19,246	100.00%	
4310 Swimming pool - Daily admis	4310	\$20,000		\$6,418	107%	\$6,418	100.00%	
4311 Swimming pool - season pas	4311	\$6,000		\$3,078	128%	\$3,078	100.00%	
4312 Swimming pool - punch card	4312	\$2,400		\$7,608	761%	\$7,608	100.00%	
4313 Swimming pool - Daily admis	4313	\$1,000		\$7,688	128%	\$7,688	100.00%	
4320 Swimming pool - Party rental	4320	\$6,000		\$18,501	132%	\$18,501	100.00%	
4330 Swim Lessons	4330	\$14,000		\$9,937	148%	\$9,937	100.00%	
4335 Swim teams	4335	\$6,700		\$6,339	75%	\$6,339	100.01%	
4350 Pool Concessions	4350	\$8,500		\$586,019	123%	\$630,000	93.02%	
4401 Golf Green Fees	4401	\$475,000	\$35,208	\$205,292	105%	\$209,000	98.23%	
4402 Golf Cart Fees	4402	\$195,000	\$16,442	\$32,648	163%	\$34,000	96.02%	
4403 Golf Driving Range	4403	\$20,000	\$3,138	\$51,895	115%	\$53,000	97.92%	
4404 Golf Snack Bar	4404	\$45,000	\$4,065	\$122,921	95%	\$130,000	94.55%	
4406 Golf ProShop	4406	\$130,000	\$21,630	\$16,785	80%	\$21,000	79.93%	Department
4409 Golf Alcohol	4409	\$21,000	\$1,213	\$112	22%	\$150	74.84%	General Government
4412 Golf Pavilion	4412	\$500		\$35		\$40	86.63%	Golf Course
4501 Library Book Sale	4501			\$104	208%	\$110	94.55%	Parks and Recreation
4502 Library Card	4502	\$50		\$7		\$7	101.43%	
4503 Library Lost Book	4503		\$1	\$290	725%	\$300	96.67%	Swimming Pool
4800 Cemetery Plots	4800	\$25,000	\$600	\$6,100	38%	\$12,000	79.58%	Library
4810 Cemetery services	4810	\$10,000	\$800	\$7,500	61%	\$8,133	81.33%	Cemetery
4950 Boat Registration	4950	\$40	\$5	\$300		94.62%		
Total Charges for services		\$1,124,390	\$86,050	\$1,230,060	109%	#####		

Cumulative Revenue

1 Jan – 31 Oct 2025

Department	Revenue
General Government	\$1,142,202
Golf Course	\$1,015,672
Parks and Recreation	\$92,029
Swimming Pool	\$78,815
Library	\$146
Cemetery	\$15,650
Total	\$2,344,514

Golf Greens Operations

Personnel Cost

Parts/Supplies

Services

Equipment

Miscellaneous

Stansbury Service Agency of Tooele County Financial Statement Report - Monthly with Percent							
10 General Fund - 10/01/2025 to 10/31/2025							
	Account No.	Approved Budget	Current Period	YTD Balance	Percent (Approved Budget)	Adjusted Budget	Percent (Adjusted Budget)
Golf Operations							
52-110 Salaries	52-110	99225	7632	84083	0.8474	99225	0.8474
52-111 Salaries Mechanic	52-111		420	5085		6000	0.8476
52-115 Groundskeeper Hourly	52-115	45760		276	0.006	12000	0.023
52-117 Irrigation Repairs & Maintenance Hourly	52-117	56000	6653	51761	0.9243	78000	0.6636
52-120 Groundskeeper Seasonal	52-120	118000	10228	92673	0.7854	110000	0.8425
52-122 Irrigation Repairs & Maintenance Seasonal	52-122	28600					
52-131 FICA	52-131	28000	1890	17676	0.6313	22000	0.8034
52-132 Health Benefit	52-132	54000	2775	26909	0.4983	31680	0.8494
52-133 Retirement Benefit	52-133	32000	2202	21531	0.6729	28000	0.769
52-134 Unemployment Insurance	52-134	6600	320	3748	0.5678	4500	0.8328
52-135 Employee Incentive	52-135	500				500	
52-210 Dues & Subscriptions	52-210	1000	26	6792	6.7918	7000	0.9703
52-230 Mileage reimbursement	52-230	500				500	
52-240 Office supplies & PPE	52-240	3000	120	1434	0.4779	1500	0.9558
52-250 Facility Maintenance	52-250	6000	265	14386	2.3977	16000	0.8991
52-251 Irrigation Repairs & Maintenance	52-251	48000	3266	31210	0.6502	38000	0.8213
52-252 Equipment Repairs/Maintenance	52-252	37000	340	21082	0.5698	33000	0.6389
52-253 Fertilizer/Chemical	52-253	50000	8752	31660	0.6332	33000	0.9594
52-254 Sand/soil/seeds/materials	52-254	23000		7380	0.3209	8000	0.9225
52-255 Golf Course Maintenance	52-255					1500	
52-260 Waste/Trash	52-260	1320	181	1403	1.063	1320	1.063
52-270 Electricity	52-270	22000	2376	17838	0.8108	22000	0.8108
52-271 Natural gas	52-271	3000	7	807	0.2689	2000	0.4034
52-272 Telephone, Internet	52-272	2000	72	1332	0.666	2000	0.666
52-273 Water	52-273	57200	5951	54598	0.9545	61000	0.895
52-280 Fuel	52-280	13000	1356	10463	0.8048	13000	0.8048
52-311 Security	52-311	500	22	218	0.435	500	0.435
52-312 IT Expense	52-312	500		269	0.5374	500	0.5374
52-330 Training	52-330	2500	9	334	0.1336	750	0.4452
52-331 Safety Training	52-331			93		500	0.1857
52-610 Miscellaneous	52-610	1000		73	0.073	500	0.146
52-740 Small Tools under \$1000	52-740	4000	80	1280	0.32	3000	0.4267
52-741 Equipment Rental	52-741	68000	3465	30297	0.4455	40000	0.7574
Total Golf Operations		812205	58405	536689	0.6608	677475	0.7922

TOTAL EXPENSES – GENERAL FUND

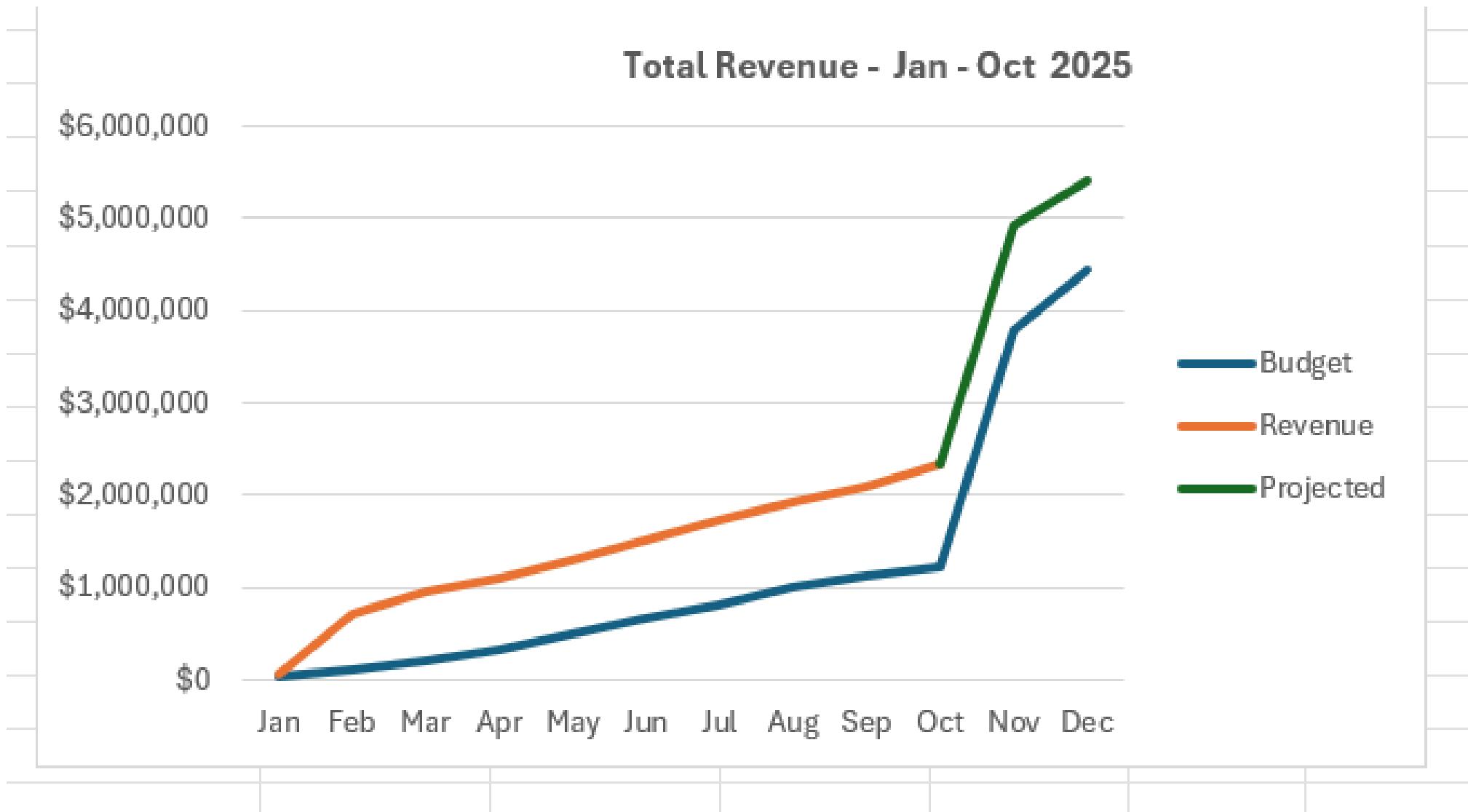
1 January – 31 October 2025

EXPENSES - JAN THRU OCT 2025										
	APPROVED	Planned	Actual	Variation in	Percent	Funds	Estimated	Estimated	Anticipated	Percent
	Annual	Expenses to	Expenses to	Actual From	Variance from	Remaining to	Expenses to	Total	Variance from	Variance
	Budget	Date	Date	Expected to	Estimated to	do Expected	do Remaining	Expense to	Approved	Anticipated at the End of the Year
	From	From								
	Accounting	From Budget	Expense	(CUM ACT -	(CUM VAR/	(BUD -CUM	(CUM ACT +			
	Software	Spreadsheet	Report	CUM BUD)	CUM BUD) %	ACT)	GM Estimate	ETC)	(BUD - EAC)	(VAR/BUD)
Department	(BUD)	(CUM BUD)	(CUM ACT)	(CUM VAR)	(%CUMVAR)	(REMF)	(ETC)	(EAC)	(VAR)	(%VAR)
General Government	868,980	\$631,150	\$499,504	131,646	21%	369,476	\$165,495	\$664,999	\$203,981	23%
Golf Course	1,444,705	\$1,140,817	\$1,099,528	41,289	4%	345,177	\$233,024	\$1,332,552	\$112,153	8%
Parks and Rec	1,351,690	\$1,046,864	\$989,516	57,348	5%	362,174	\$302,479	\$1,291,995	\$59,695	4%
Pool	130,925	\$130,354	\$151,872	(21,518)	-17%	(20,947)	\$6,228	\$158,100	(\$27,175)	-21%
Library	27,920	\$21,403	\$19,939	1,464	7%	7,981	\$8,127	\$28,066	(\$146)	-1%
Cemetery	21,460	\$15,383	\$17,135	(1,752)	-11%	4,325	\$8,085	\$25,220	(\$3,760)	-18%
Capital Repairs	0	\$0	\$116,564		N/A		\$62,536	\$179,100	(\$179,100)	N/A
Total	3,845,680	2,985,971	\$2,894,058	208,477	7%	1,068,186	\$785,974	\$3,680,032	\$165,648	4%

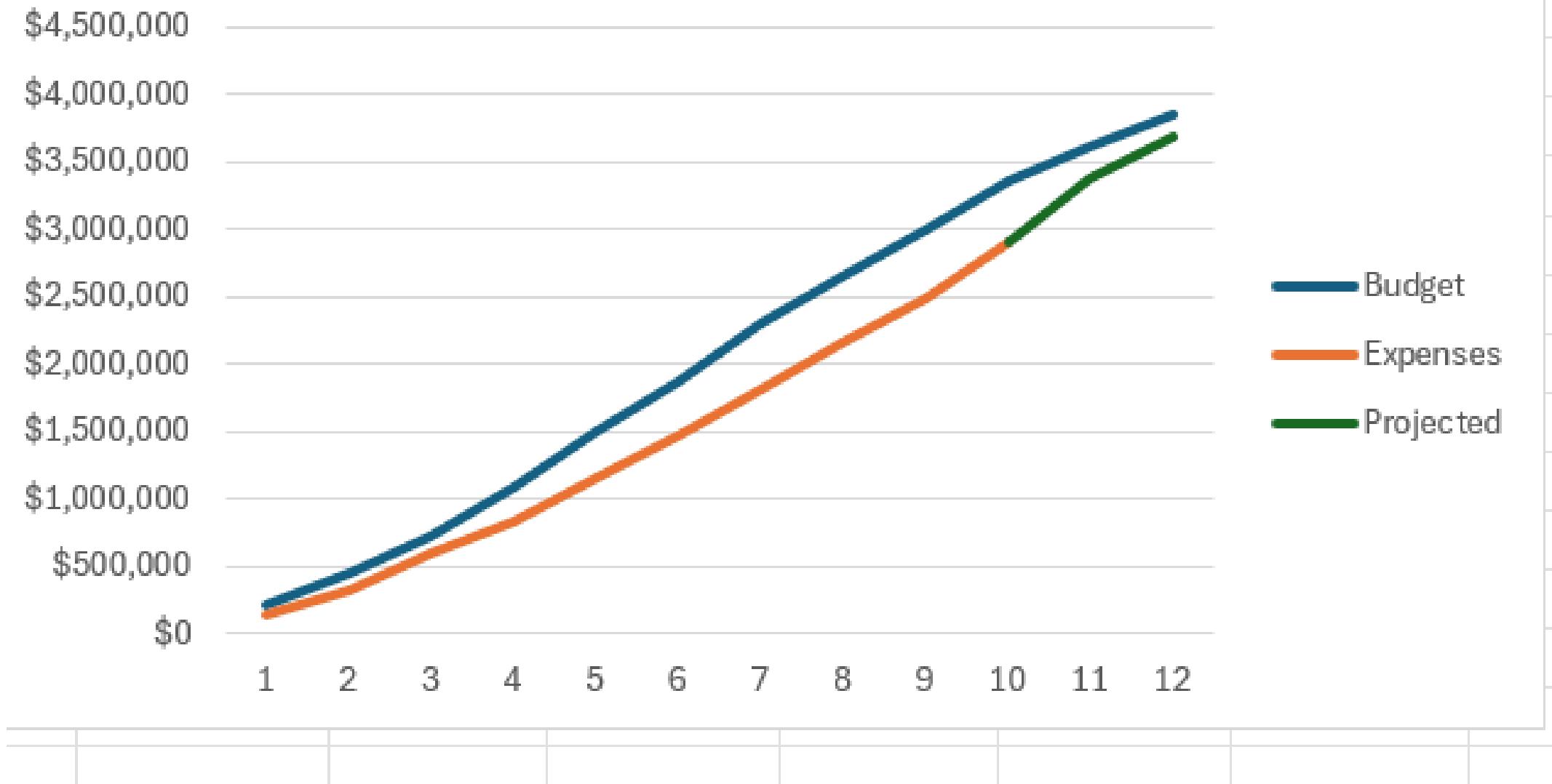
Past

Future

Total Revenue - Jan - Oct 2025



Total Expenses - Jan - Oct 2025



Policies and Documents

Evolution: Transitioning to our New Bylaws

Moving from a Foundational Start to a Sustainable Future

- **The Administrative Policy Manual (Our "Articles of Confederation"):** Essential foundation adopted in 2020 (based on 2017 Hunter-Granger Water District policies).
- **The Problem:** After years of use, many sections are now **outdated** and the overall structure is **not adaptable** for long-term relevance. We've got 20+ pages of policy appended to the end of the document.
- **The Goal:** To replace a good *starting* spot with a better *governing* document.



A Pivot Point in Governance

Our Current State

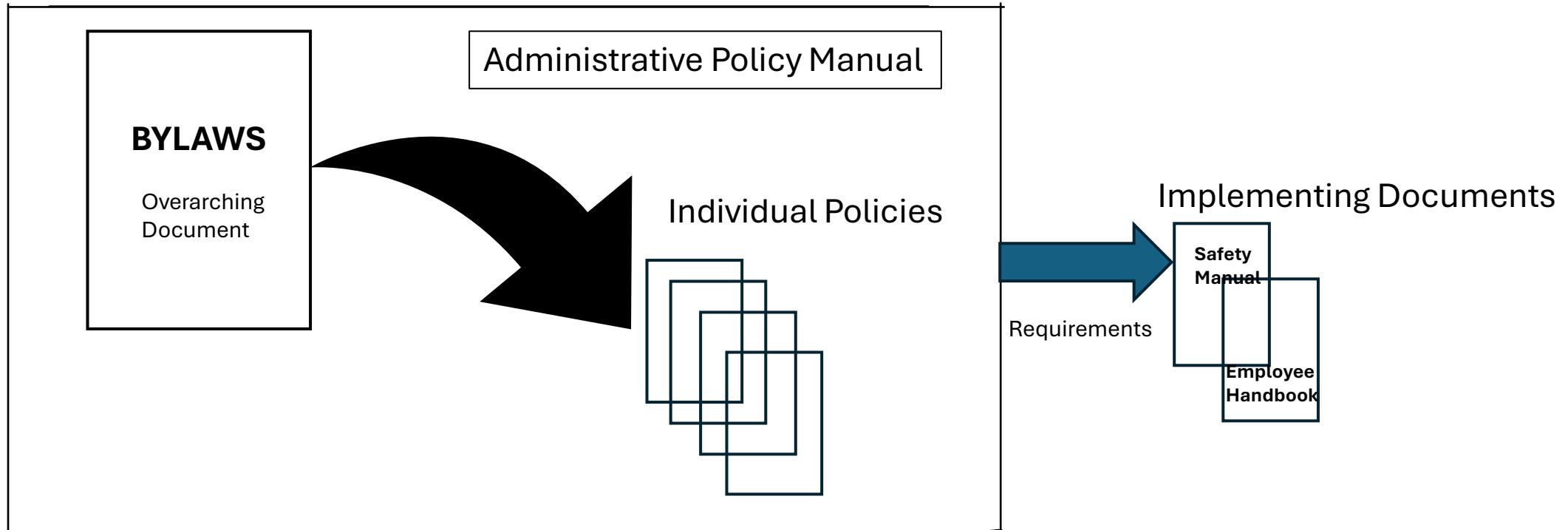
- Current Administrative Policy Manual
 - Rigid, but without references to Utah Code or governing documents
 - Lack of strong unifying structure
 - No organized way to add policies and procedures so they can be found and used intuitively

Recommended State

- New Stansbury Service Agency By-laws
 - Rooted in governing documents and Utah Code
 - Common sense structure from Administrative Boards to Management
 - Robust framework designed for effectiveness, clarity and enduring relevance
 - Clearly defines responsibilities and gives leaders tools and guidance for effective governance

Document Management

20 December 2025



Policy Template

- Purpose: Why do we need this policy – Approved by Board
- Applicability: Who does this apply to
- Related Documents:
- Requirements: What Requirements are satisfied by this policy
- Responsibilities: What needs to be done and who's responsible to do it.
- Process
 - Preceeding activities: What needs to be done before we execute the policy or what initiates the actions of the policy
 - Cost
 - Benefits
 - Steps

Creation of a Policy

- Determination of Need
 - Policy Committee Review
 - Board
 - Operational Issue
 - Change in Law or Condition
- Policy Committee Assigns Document Lead (Lead has to accept)
- Lead Drafts Purpose Statement – Board Approves
- Document Lead Determines Stakeholders
- Team Drafts Policy
- Policy Committee Reviews
- Board Review and Approval

Policy Committee Documents

- Interlocal Agreement Update
- Bylaws
- Mid Term Replacement of a Board Member
- General Manager Hiring Process
- Acceptance of Property

Comment Sheets

COMMENT SHEET								
DOCUMENT TITLE: _____			DOCUMENT NUMBER _____		DOCUMENT LEAD: _____			
DOCUMENT LEAD RESPONSE								
COMMENT NO.	STATUS	LOCATION	COMMENT BY	COMMENT (WHAT'S THE BEEF?)	RECOMMENDED FIX	DISPOSITION	ACTION/REASON FOR REJECTION	FUTURE ACTIONS
1	Open	Document	Jim Hanzelka	The numbering scheme seems a bit convoluted. Difficult to track from section to section and subparagraph to subparagraph	Develop an Agency Wide numbering schema	Accepted	Tasked policy committee to review schema and mae recommendations.	
2	Open	1.1, line 9	B Palmer	Playgrounds are Amenities not Facilities and should be noted	Add "Amenities" to that line	Accepted	Added to line	
3	Open	1.2	John Wright	Flying Header at end of page	Move Header to following page.			
4	Closed	1.2, second paragraph	Kyle Shields	Do we use the term Director in anything?	Should be Trustee or Board Member	Rejected	Terms are defined in Chapter 2. Director is the appropriate term.	
5	Open	1.4	Kyle Shields	Playgrounds are Amenities not Facilities and should be noted	Add "amenities" to paragraph?			
6	Open	Ch.2	Kyle Shields	Confused about terms because definitions come after preamble.	Move the Definitions to Chapter 1.	Rejected	Move definitions to an appendix	
	Open		John Wright	Is thereference to Administrative	Remove reference unless we still have an administrative manual		This replaces the administrative	