
**COMBINED STANSBURY RECREATION AND GREENBELT SERVICE AREAS BOARD OF TRUSTEES AND THE
STANSBURY SERVICE AGENCY BOARD OF DIRECTORS MEETING**

Date: Wednesday, January 21, 2026

Location: 1 Country Club Drive, STE 1, Stansbury Park, UT 84074

Time: 7:00 PM

STANSBURY RECREATION SERVICE AREA BOARD OF TRUSTEES MEETING

Order of Business

I. Call to Order by John Wright at 7:00 pm

II. Roll Call

A. Board Members

1. Wayne Nielson – Present
2. John Wright – Present
3. Kyle Shields – Present

B. Staff

1. James Hanzelka
2. Ingrid Swenson
3. Rebeca Snodgrass
4. Shawn Chidester

C. Members of Community

1. Stacy Smart
2. Ruben Viera

III. Pledge of Allegiance led by Brett Palmer

IV. Public Comments – None

V. Action Items:

A. 2026.01.04 A

1. Board Review and possible approval of January 7, 2026, Board Meeting Minutes.
2. Kyle Shields made a motion to approve the January 7, 2026, Board Meeting Minutes.
Seconded by Wayne Nielson.

Vote as Follows:

Wayne Nielson – Aye; John Wright – Aye; Kyle Shields – Aye. **Motion Passed Unanimously.**

VI. Motion to Adjourn

Kyle Shields made a motion to adjourn the Stansbury Recreation Service Area Board of Trustees Meeting at 7:05 pm. Seconded by Wayne Nielson.

Vote as Follows:

Wayne Nielson – Aye; John Wright – Aye; Kyle Shields – Aye. **Motion Passed Unanimously.**

STANSBURY GREENBELT SERVICE AREA BOARD OF TRUSTEES MEETING

Order of Business

I. Call to Order by Brett Palmer at 7:05 pm.

II. Roll Call

A. Board Members

1. Brett Palmer – Present
2. Kasey Nobles – Present
3. Brock Petersen – Present

B. Staff

1. James Hanzelka
2. Ingrid Swenson
3. Rebeca Snodgrass
4. Shawn Chidister

C. Members of Community

3. Stacy Smart
4. Ruben Viera

III. Public Comments – None

IV. Action Items:

A. 2026.01.04 A

1. Board Review and possible approval of January 7, 2026, Board Meeting Minutes.
2. Kasey Nobles made a motion to approve the January 7, 2026, Board Meeting Minutes. Seconded by Brock Petersen.

Vote as Follows:

Kasey Nobles – Aye; Brett Palmer – Aye; Brock Petersen – Aye. **Motion Passed Unanimously.**

V. Motion to Adjourn

Kasey Nobles made a motion to adjourn the Stansbury Greenbelt Service Area Board of Trustees Meeting at 7:06 pm. Seconded by Brock Petersen.

Vote as Follows:

Kasey Nobles – Aye; Brett Palmer – Aye; Brock Petersen – Aye. **Motion Passed Unanimously.**

STANSBURY SERVICE AGENCY BOARD OF DIRECTORS MEETING

Order of Business

I. Call to Order by Brett Palmer at 7:07 pm.

II. Roll Call

A. Board Members

1. Brett Palmer – Present
2. John Wright – Present

3. Kyle Shields – Present
4. Brock Peterson – Present
5. Wayne Nielson – Present
6. Kasey Nobles – Present

B. Staff

1. James Hanzelka
2. Ingrid Swenson
3. Rebeca Snodgrass
4. Shawn Chidister

C. Members of Community

1. Stacy Smart
2. Ruben Viera

III. Presentation: Youth Recognition presentation made by Stacy Smart

1. Whitney Powelson was nominated by Sheriff Johnson of Stansbury High School. Recognized for her kindness, positive attitude, and consistent willingness to help with classroom tasks. She contributes to a welcoming environment through her teamwork and thoughtfulness. Her parents, Spencer and Julie Palon, were present.
2. Carson Rutland was nominated by Christopher Miller of the Rutland Academy and Stansbury High School. Carson attended with his parents, Lauren and Ryan Rutland. He supports learning at home with his younger siblings, contributes to his automotive class, and participates in Art Club and school activities. He is active in Scouting America, completing a 2023 Eagle project, preparing vehicles for winter for elderly residents, a service he continues annually. He also assists with Cub Scouts weekly.
3. Archer Rutland- Recognized for his positive attitude, contributions in his welding class at Stansbury High, and active involvement in Scouting America. He assists with Cub Scouts, vendor fairs, Eagle projects, and other community service efforts, setting a strong example for younger scouts.
4. Isaac Vierra was nominated by Shera Johnson of Stansbury High School. Recognized for his initiative and responsibility, including staying after school to prepare the classroom. He demonstrates thoughtfulness, teamwork, and genuine care for his classmates, helping create an inclusive and positive environment. His parents were present. Isaac has a positive, caring, and uplifting attitude. His parents are incredibly proud of the man he is becoming.

IV. Sheriff Update – A representative from the Tooele County Sheriff’s Office, Deputy Aranda, presented the December report. The department responded to 261 total details, including 164 traffic stops, 57 citations, 141 warnings, 6 accidents, 19 arrests, and 4 felony arrests. A breakdown of additional incidents was also provided.

V. Public Comments – None

VI. Review of Public Comments from the last meeting – None to review

VII. General Manager Updates led by Jim Hanzelka:

A. Operations

1. Lot Line Adjustment Update. The cemetery lot line adjustment has been filed and recorded, and now appears in GIS. The next step will be relocating the fence to the new lot line, closing out this item.
2. Jim Hanzelka reported ongoing efforts to pursue multiple grants.
 - a. RAISE Grant. The RAISE Grant (DOT) was submitted to fund the remaining trail section from the parking lot, though previous applications have been unsuccessful.
 - b. UORG Grants
 - c. UCAIR Grant
 - d. Tooele County Tourism
 - e. Tooele County Recreation
3. Parks and Recs. Jim Hanzelka reported that ongoing Parks and Recreation work has been completed since the last meeting, providing a list in PowerPoint. In addition to regular equipment servicing by the mechanic, the team has been conducting equipment inventory. Recent tasks include tree removal and development of standardized start-up and shut-down procedures for all parks and the pool, with hard-copy documentation. The crew also completed a greenbelt revamp on the island area, a project identified last year. This work included restoring irrigation, power, and related infrastructure to bring the greenbelt back into functional condition.
4. Golf Course. Staff reported ongoing maintenance work at the golf course. Crews have been trimming trees and clearing vegetation around Holes 4 and 6. Work also continues on the mainline at Hole 18. Sprinkler head replacements are underway on Hole 11 as part of the irrigation restoration project, which includes new wiring and installation of a WeatherTrak controller to replace systems removed several years ago.

B. Finances

1. **Revenue.** Jim Hanzelka provided a year-end financial update to the Board, accompanied by supporting charts presented in PowerPoint. Total revenues exceeded projections by approximately \$676,000, primarily within General Government due to the sale of water rights. The Golf Course generated \$237,000 above projected revenue, and the Pool exceeded projections by \$14,000. Despite a shortfall in cemetery revenue, the Agency ended the year with an overall positive variance of \$907,000. A review of the revenue graph showed collections generally aligned with expectations, aside from a significant \$600,000 increase in March.
2. **Expenses.** Staff reviewed year-end expenditures and reported that overall expenses came in under budget. Savings occurred due to delayed hiring and hiring at lower salary levels on both the Golf Course and Parks & Recreation sides. The Pool showed an overage primarily due to unplanned maintenance needs involving pumps and effluent flow adjustments.
3. Capital Repair appears in red in the report because funds were transferred into a newly created expense line, reflecting reallocation rather than overspending. Expenditures narrowed significantly as staff remained fully utilized and completed substantial project work.
4. In Capital Projects, Parks & Recreation remained under budget because the boat project was not completed, allowing those funds to be redistributed to other lines. The Pool

showed a \$10,000 variance related to the removal of the diving boards; with available funds remaining, staff proceeded with reinstalling them.

5. Of the \$573,000 allocated, the Agency spent \$474,000, leaving a positive balance at year's-end.
6. Impact Fees.

VIII. Discussion Items:

- A. Discussion of the Community Partnership Project – Messaging for Parents Empowered
 1. Stacy Smart presented an overview of the Parents Empowered Community Partnership Project grant. A Memorandum of Agreement between the Stansbury Service Agency and the program was signed in July 2025. Due to a transition into the Communities That Care coordinator position, the project had not previously been presented to the Board.
 2. Parents Empowered is a statewide prevention initiative focused on reducing and preventing underage drinking. The campaign provides parents and caregivers with information on the harmful effects of alcohol on the developing brain, along with evidence-based strategies to prevent youth alcohol use. Funding for this project comes from state prevention dollars and supports local prevention efforts using Parents Empowered media materials.
 3. SHARP Survey Data for North Valley Area – 2023 was presented on PowerPoint.
 4. Grant Proposal & Project Activities. North Valley Communities That Care proposes partnering with the Stansbury Service Agency to:
 - a. Install Parents Empowered messaging banners at the Porter Way Park pickleball courts.
 - b. Coordinate these efforts with Stansbury Days.
 - c. Distribute Parents Empowered–branded swag items to families to reinforce prevention messaging and encourage return visits to the courts.
 - d. Regular exposure to prevention messaging supports family bonding and strengthens protective factors within the community.
 - e. Grant Award & Implementation. Stansbury was awarded a Tier 2 grant of \$5,000. All project costs, including R&R Partners’ marketing and design work, will be paid directly from the Community Project Award fund. R&R Partners, the agency behind the Parents Empowered campaign, will collaborate closely with the community.
 5. Parents Empowered swag (towels, blankets, gloves) was distributed at the New Year’s Day Icebreaker Plunge event. Demand exceeded supply, and additional quantities will be requested for future events.
- B. Committees Update:
 1. Policy Committee Update led by John Wright
 2. The committee has been working on the interlocal agreement and has addressed the comments that were made on the document.
- C. Discussion of the Creation of a Golf Course Committee led by Wayne Nielson
 1. The Board discussed the potential benefits of establishing a golf course committee. Members noted past challenges with limited oversight that contributed to the course’s decline under a previous superintendent and acknowledged the significant improvements made under Mack and Doug’s current management. The conversation

emphasized the value of a committee providing consistent oversight, accountability, and long-term stewardship of the golf course.

Action Items:

B. 2026.01.06 A

1. Board Review and possible approval of January 7, 2026, Board Meeting Minutes
2. John Wright made a motion to approve the January 7, 2026, Board Meeting Minutes. Seconded by Kyle Shields.

Vote as Follows:

Wayne Nielson – Aye; John Wright – Aye; Kyle Shields – Aye; Brett Palmer– Aye; Brock Petersen – Aye; Kasey Nobles – Aye. **Motion Passed: Unanimously**

3. Board Review and possible approval of January 7, 2026, Onboarding Meeting Minutes
4. Kasey Nobles made a motion to approve the January 7, 2026, Onboarding Meeting Minutes. Seconded by Kyle Shields.

Vote as Follows:

Wayne Nielson – Aye; John Wright – Aye; Kyle Shields – Aye; Brett Palmer– Aye; Brock Petersen – Aye; Kasey Nobles – Aye. **Motion Passed: Unanimously**

C. 2026.01.07 A

1. Board Review and possible approval of December Financial Statements, Purchases, and Journal Entries.
2. Brock Peterson made a motion to approve December Financial Statements, Purchases, and Journal Entries in the amount of \$675,455.04. Seconded by Kyle Shields.

Vote as Follows:

Wayne Nielson – Aye; John Wright – Aye; Kyle Shields – Aye; Brett Palmer– Aye; Brock Petersen – Aye; Kasey Nobles – Aye. **Motion Passed: Unanimously**

D. 2026.01.08 A

1. Board Review and possible approval of 2026 Food Truck Contract
2. Food Truck Contract Discussion. The Board discussed statewide declines in food truck revenue due to reduced disposable income, noting that a \$100 no-show fee could discourage participation, especially for vendors traveling from the Salt Lake area. The only contract change proposed was reducing the no-show fee to \$50. It was noted that the revised contract language, particularly the section on deposits and fees, was clearer and improved.
3. Kyle Shields made a motion to approve the 2026 Food Truck Contract with a revised cancellation fee of \$50. Seconded by Kasey Nobles.

Vote as Follows:

Wayne Nielson – Aye; John Wright – Aye; Kyle Shields – Aye; Brett Palmer– Aye; Brock Petersen – Aye; Kasey Nobles – Aye. **Motion Passed: Unanimously**

IX. Board member reports and requests.

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.

- A. Wayne- No Comments

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- B. John Wright requested an update on the clubhouse flooring. Jim Hanzelka confirmed the flooring is not completed, and the final payment will be withheld until all work is finished to the agency's satisfaction. Miss Stansbury Pageant will move to June this year to allow participants more time for community service projects and involvement in July parades. Advertising will be included in the newsletter and other methods.
 - C. Kyle Shields stated that the flooring in the clubhouse looked great.
 - D. Brett

X. Motion to Adjourn

Kyle Shields made a motion to adjourn the Stansbury Service Agency Board of Directors Meeting. Seconded by John Wright.

Vote as Follows:

Wayne Nielson – Aye; John Wright – Aye; Kyle Shields – Aye; Brett Palmer – Aye; Brock Petersen – Aye; Kasey Nobles – Aye. **Motion Passed: Unanimously**

Meeting Adjourned at 8:53 pm.

The content of these minutes is neither intended nor presented as a verbatim transcript of the meeting. Rather, they serve as a concise summary of the key discussions and actions that took place.

Approved this 11th day of February 2026.



Brett Palmer, Stansbury Service Agency Board Chair