
STANSBURY SERVICE AGENCY WORK PLANNING COMMITTEE MEETING MINUTES

Date: Thursday, April 16, 2026

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

Time: 5:00 PM

Order of Business

I. Call to Order by Brett Palmer at 5:00 PM

II. Roll Call

A. Board Members

1. Brett Palmer – Present
2. Kasey Nobles – Absent
3. Wayne Nielson – Present
4. John Wright – Present

B. Staff

1. James Hanzelka – Present
2. Shawn Chidester – Present
3. Rebeca Snodgrass – Present

III. Discussion Items:

A. Review of Soundwall Trail final plan set and RFP

1. Soundwall Trail Actions.

- a. The plan set and RFP are being updated from the provided punch list by Ensign, with comments to the plan set provided on 17 April and comments to the RFP sent this week. An updated plan for the additional 250 feet in Millpond Park is to be provided by Ensign, followed by submitting the updated 250-foot plan to the Stansbury Service Agency for UDOT approval, and issuing the RFP with a target date of 1 May.
- b. Committee members reviewed a map highlighting the most cost-effective approach for moving forward. Reviewed Sound Wall Trail alignment at the amphitheater junction, including two potential routing options near the parking lot. Ensign to provide cost estimates for both options to support the final selection.

B. Review of Sagewood Phase 13 and 14 comments on proposed Parcel A plans

1. Jim Hanzelka provided an overview of Sagewood Village Phase 14 comments. Approximately 18 comments were compiled and returned based on team review, including input from Kyle (irrigation markups) and others. All internal redline comments have now been completed and are ready to be sent back to Ivory Development. Updated and more detailed plan sets have been requested from Ivory, including the incorporation of Service Agency standard details and specifications.
2. Once revisions are received, updated plans will be aligned with agency specifications and drawings for contractor use. The intent is to forward the marked-up plans to Ivory this week so they can begin review and preparation work. Clarification was made that the final plan sets provided to contractors will include all required specifications and applicable drawings once finalized.

C. Update on Oscarson Park RFP

1. Vendor has been selected. We have a start-of-work meeting with Blu Line next week. John Wright, Jim Hanzelka, and Shawn Chidester will attend. The rest of the committee was invited to attend.

D. Update on Millpond Bridge led by John Wright

1. John Wright provided the current status of Millpond Bridge, and it was discussed that the glulam beams could be purchased by the agency. The concept needs to be refined into a working plan for the RFP, and a couple of timelines were developed to meet the funding requirements for the grant.

IV. Adjourn

Capital Project Planning Committee meeting adjourned at 5:46 PM by Brett Palmer.

Adjourned 5:46 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 27th day of May 2026.



Brett Palmer, Stansbury Service Agency Board Chair