



Stansbury Service Agency Board of Directors Meeting

AUGUST 5, 2026

Agenda

Stansbury Service Agency Board of Directors Meeting

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. North Tooele Fire District Update
- V. Public Comments
- VI. Review of Public Comments
- VII. General Manager Updates:
 - A. Operations
 - B. Projects
 - C. Finances

Agenda

Stansbury Service Agency Board of Directors Meeting

Discussion Items:

- Discuss Potential transfer of Water Rights Credits to Ivory Homes to improve Trail Section.
- Discuss Conflict of Interest, Legal Representation and Committee Volunteers.
- Discuss Bid submitted for the Soundwall Trail Project
- Discuss Prioritization of the projected Impact Fees funding
- Discuss Millpond Bridge Repair
- Discuss hiring a General Manager replacement

Action Items:

2026.08.01 A

- Board Review and possible approval of July 15, 2026, Board Meeting Minutes.

2026.08.02 A

- Board Review and possible approval of July 15, 2026, Planning Committee Work Meeting Minutes.

2026.08.03 A

- Board Review and possible approval of transfer of Water Rights Credits to Ivory Homes to Improve Trail Section.

2026.08.04 A

- Possible Approval of hiring a new General Manager replacement

North Tooele Fire District Update

Public Comments

Review of Public Comments from the last meeting

Public Comments

From 15 July Meeting

- Steve Kemp, 22 Lakeview, noted problems with late-night fishing and general bad behavior in his area. He asked if the Agency can install signs to see if we can at least get voluntary compliance with the rules.
 - Agency is working on signs to be emplaced there and other places – more in the GM Updates.
- Rose Moore and Rich Nelson, the Reserve. Had a question about what can be done to reduce fire hazard and clean up around the Reserve. Brett Palmer pointed out that the Reserve is not part of our taxing area, so there are limited funds for that area. Jim Hanzelka pointed out that per our agreement, we did cut the weeds to the required length prior to the 4th.
 - We plan to look at getting the encroachment in the area removed (letters to the offending homeowners) and a potential to regrade the trail on the three sides of the Reserve. It is a Conservation Area, so there are limits to what we can currently do.

GM Update

Administration

5 August 2026

Move to SharePoint

- All files from Dropbox have been moved to SharePoint
- Dropbox will not be renewed – Drop Dead Date August 25th

All West Implementation – Still working to get the system to interface with our server

Power shut down 8/6 12 pm – 6 pm

- Office closed

Operations

Operations

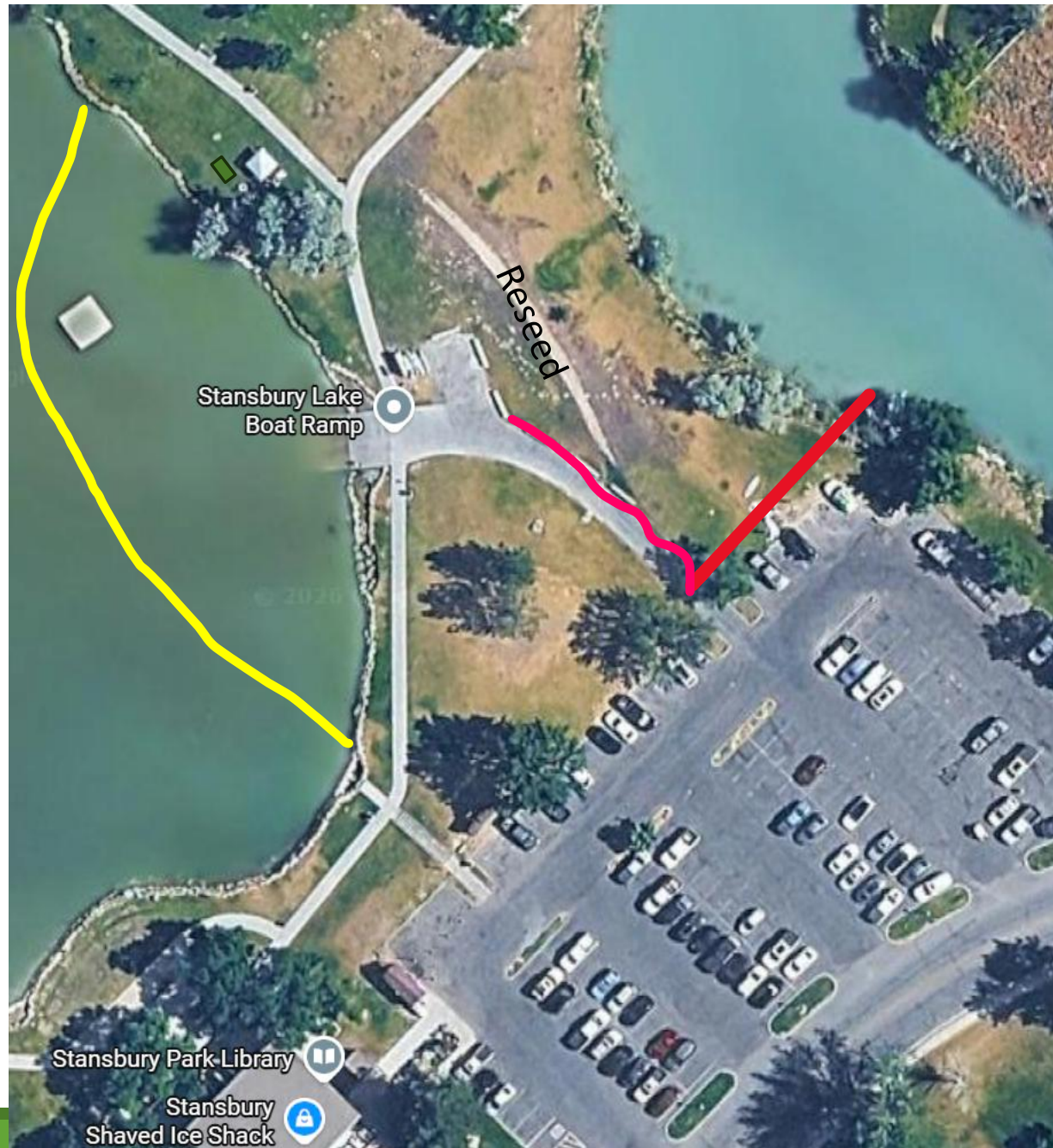
5 August 2026

Starting to lose current staff this month

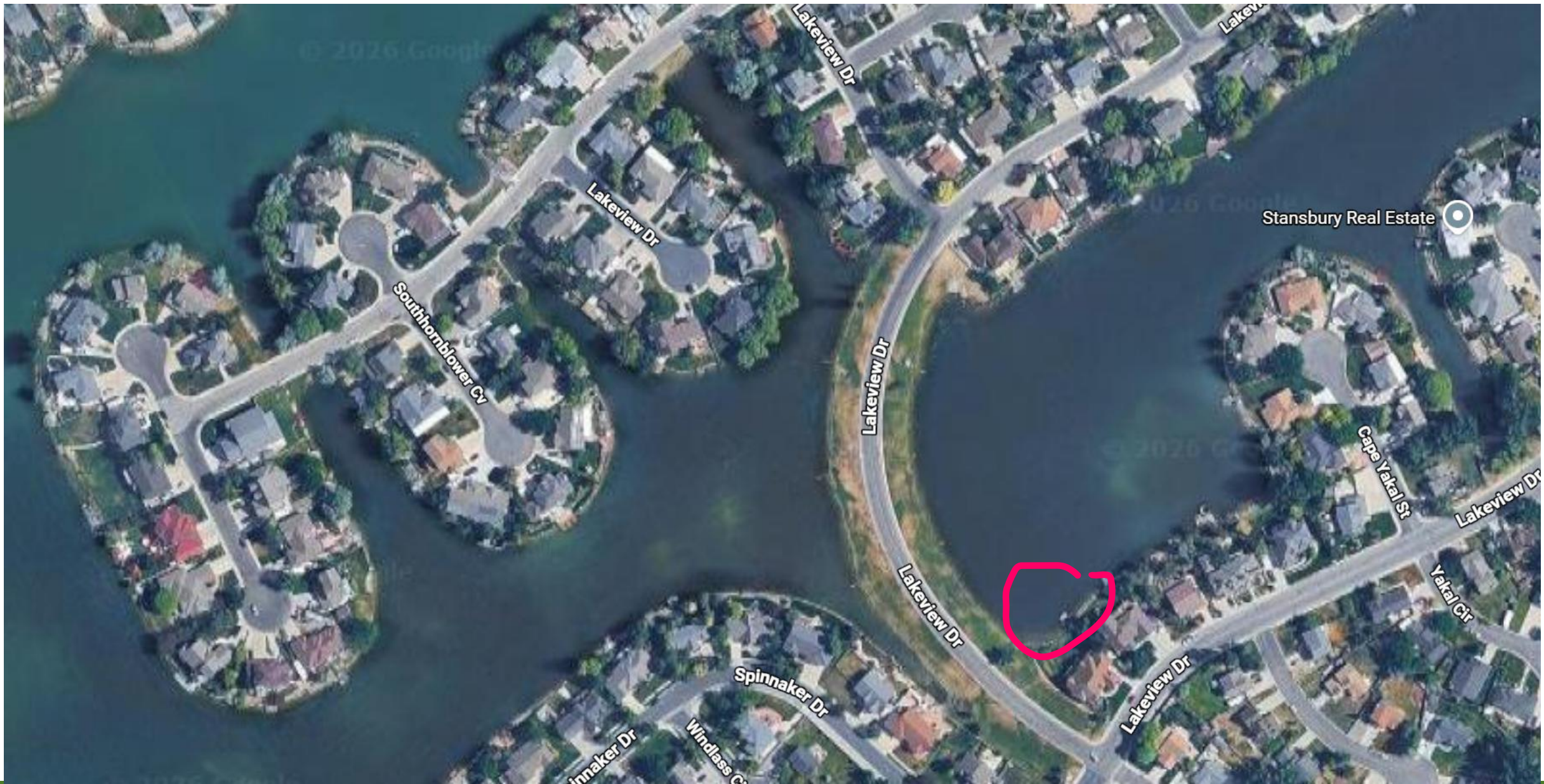
- Looking to hire some replacements

Had some very positive feedback on groundskeepers

Training our mechanic to take lake samples







!! ATTENTION !! GOLFERS

All golfers are personally responsible
for any and all damage the golf ball
they hit causes to persons or property.

If the golf ball you hit causes
damage or injury, you are required
to provide your name
and contact information to
the property owner or person injured.
Failure to do so is a violation of Law.

If you need assistance,
please contact the pro shop at
208-945-2744

Theater Lodge Motel 

Golf Course

5 August 2026

Started up Sulfur burner – plan to use remaining sulfur

- After Sulfur is used, we plan to treat by Broad Fork - \$3,900
- Sustainment Treatment Next year - \$25,500 (\$4,250/mo.)
- Est. Sulfur Treatment per Mo. \$3,700

VFD install next week.

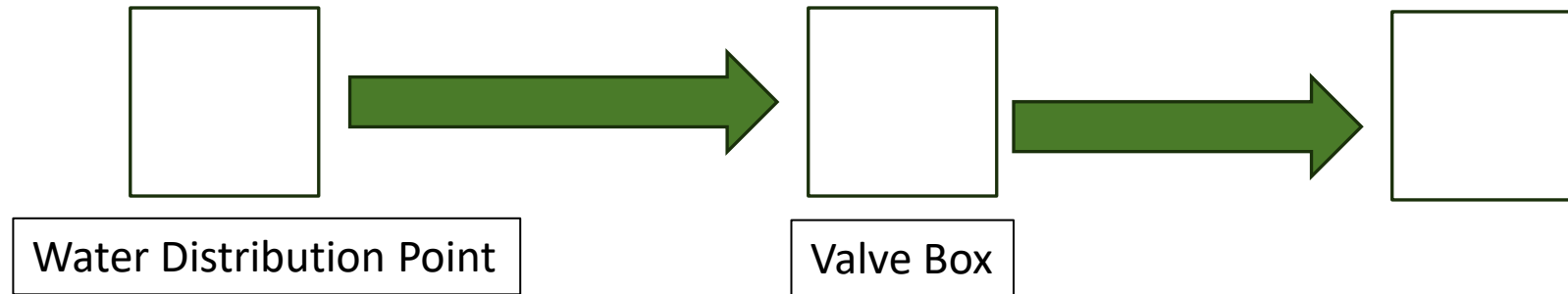
Working on some areas for Irrigation.



Golf Course – Operations

15 July 2026

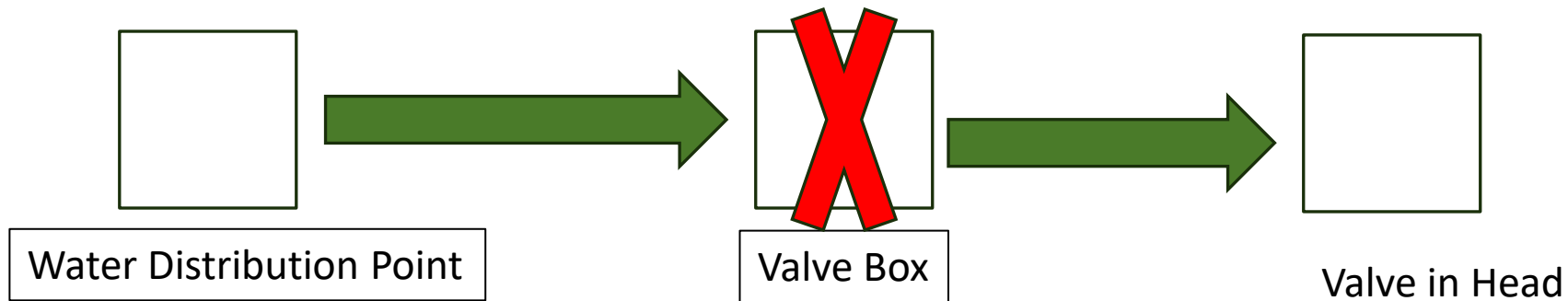
Normal Sprinkler Setup



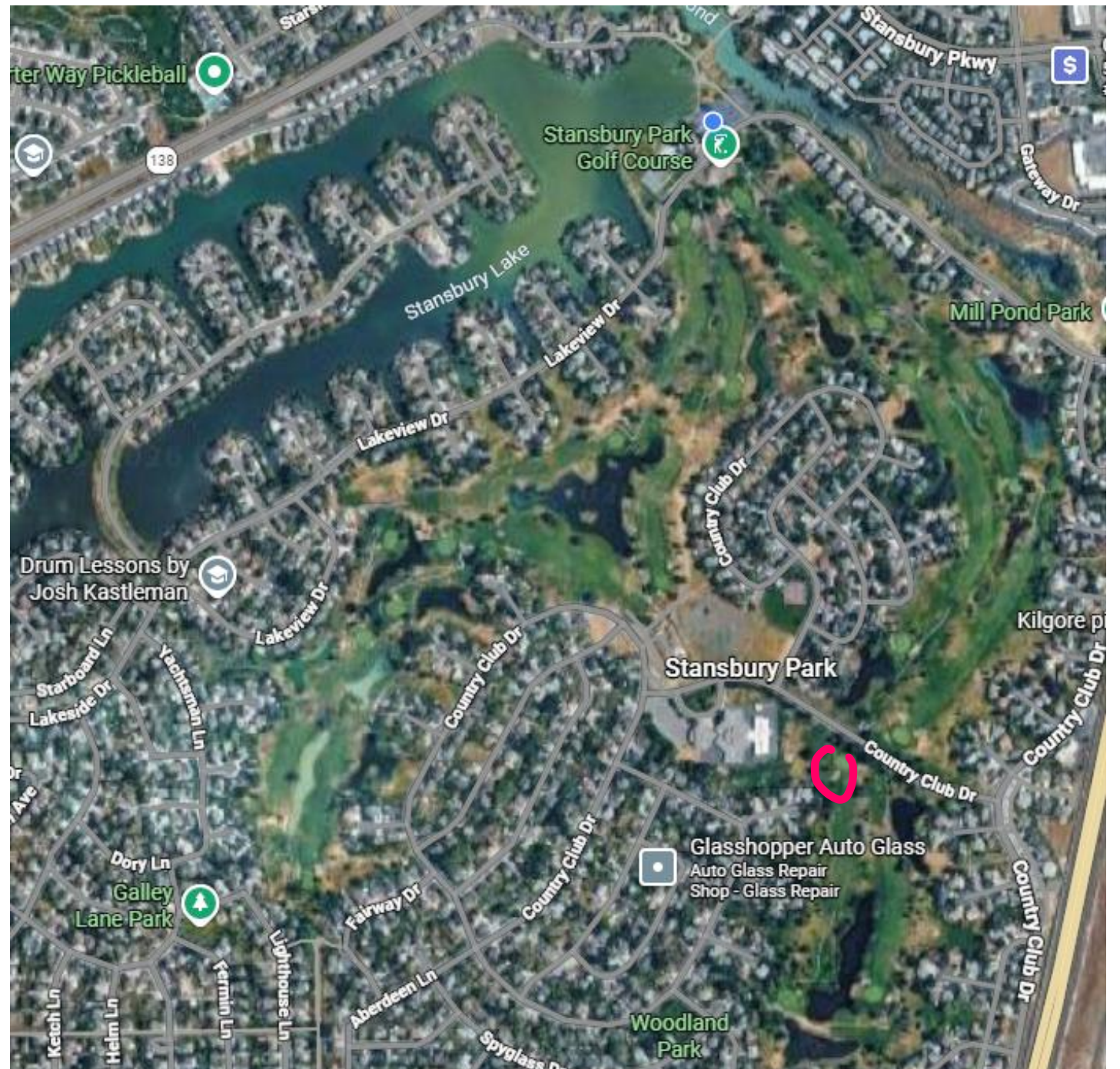
Golf Course – Operations

15 July 2026

Golf Course Sprinkler Setup



Golf Course Watering



Golf Course – Irrigation

5 August 2026

Areas of Concern

- Holes 11 and 17
 - Rewiring 11
- Tee Box 4
- Green belts adjacent to holes 13 and 14

Projects

5 August 2026

[illegible]

Potential Adds to 2026 Capital Maintenance

Fence and Reseeding of Clubhouse Area

Clean and Sleeve line from hole 3

Rebuild Weir by Hole 3

Clean line from pond by hole 17

Rebuild Weir on Canal to allow pumping to Lake

5 August 2026

**** Variance if new bid accepted**

Finances

Stansbury Service Agency
Cash Summary
All Bank Accounts as of 07/31/2026

Description	Amount
Zions Checking - General 0370	\$38,377.14
Zions Visa Cards	(\$2,598.50)
CFCU Checking - 2948398	\$1,592.80
PTIF 3124 General Account	\$3,909,403.90
PTIF 1159 Impact Fees	\$846,209.53
Stripe	\$16,551.96
Venmo	\$655.96
UNDEPOSITED PAYMENTS	\$13,763.30
General Ledger Cash Total:	<u>\$4,823,956.09</u>

Pool Revenue

As of 31 July 2026

	2023	2024	2025	2026	2025 Comp	Budgeted	Budget Comp
Daily admission Resident	\$7,065	\$26,180	\$19,246	\$9,185	48%	\$18,000	51%
season pass	\$1,966	\$7,801	\$6,418	\$2,774	43%	\$6,000	46%
punch card	\$950	\$3,048	\$3,078	\$2,162	70%	\$3,000	72%
Daily admission Non Resident	\$428	\$2,472	\$7,608	\$1,425	19%	\$5,000	29%
Party rental	\$4,168	\$7,153	\$7,688	\$6,037	79%	\$7,000	86%
Swim Lessons	\$8,085	\$1,434	\$18,501	\$18,405	99%	\$18,000	102%
Swim teams		\$6,790	\$9,937	\$9,010	91%	\$9,500	95%
Pool Concessions	\$4,310	\$8,374	\$6,339	\$3,236	51%	\$6,000	54%
Total	\$26,972	\$63,252	\$78,815	\$52,234	66%	\$72,500	72%

Discussion Items

Discuss Potential transfer of Surplus Water Rights to Ivory Homes to improve Trail Section

Sagewood Proposed Trail System For Dedication To Stansbury Service Agency

August 2026

Proposal on the Table

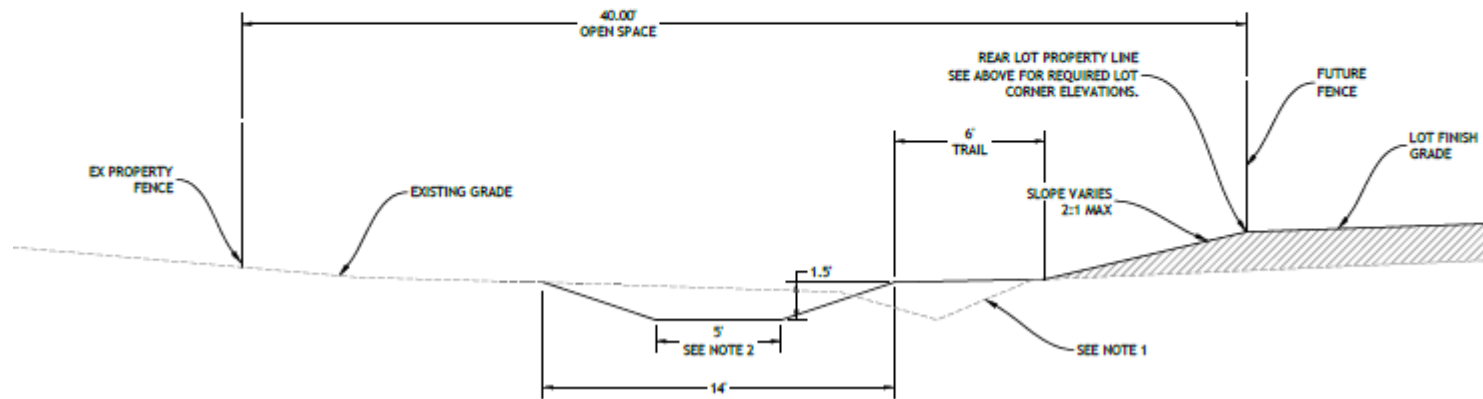
- Current plat calls for pervious trail (roadbase)
- We have been pushing for an asphalt trail.
- Ivory has proposed doing the whole trail in asphalt
 - Cost would be \$180K
 - Split with the Agency
 - Agency cost would be covered by providing water rights

Sagewood Subdivision



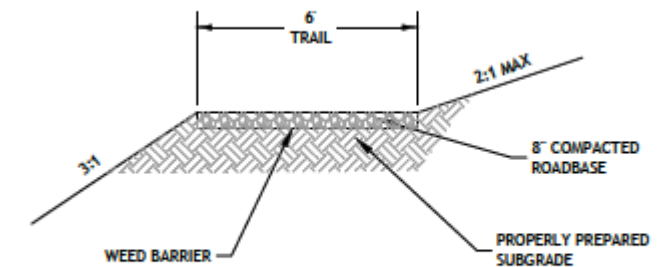
Current Trail
Would be Nice
Deeded Property

Sagewood Trail Cross Section



SWALE DESIGN NOTES:

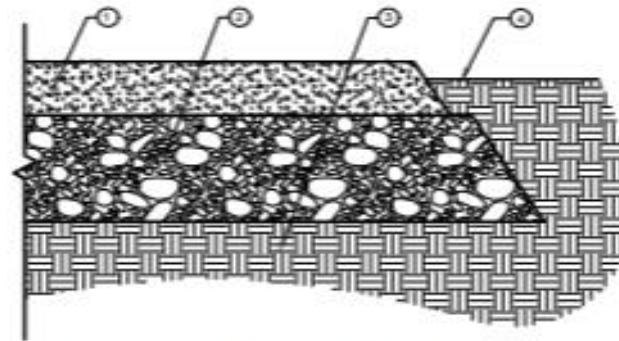
1. THE EXISTING DRAINAGE SWALE VARIES IN DEPTH FROM 6" TO 18" WITH ~3.5:1 SIDE SLOPES. THE AVERAGE DEPTH ALONG THE NORTH AND WEST SIDES OF THE SAGEWOOD PROPERTY IS 1.1 FT. THEREFORE, THE CAPACITY OF THE EXISTING SWALE IS 6.4 CFS.
2. PER THE UPDATED DRAINAGE CALCULATIONS SUBMITTED WITH THE PHASE 1 REDESIGN (DATED 8/7/2018), 20.3 ACRES OF SAGEWOOD DEVELOPMENT WILL DRAIN TO THE EXISTING SWALE.
3. TO ACCOMMODATE THE ADDITIONAL FLOW, THE SWALE MUST BE ENLARGED AND RE-GRADED PER THE DIMENSIONS SHOWN ON SECTION A. SWALE TO BE REGRADED FOR THE ENTIRE PERIMETER AS ADJACENT DEVELOPMENT OCCURS.
4. MAX CAPACITY FOR THE PROPOSED SWALE IS 32 CFS. REQUIRED 100YR FLOW IS 23.7 CFS (6.4 CFS EXISTING + 19.3 CFS FROM SAGEWOOD).



TRAIL SECTION

NOT TO SCALE

Asphalt Trail Specs



- ① 3" ASPHALT PAVING - TRAIL WIDTH PER PLANS
- ② 6" UNTREATED BASE COURSE
- ③ UNDISTURBED OR COMPACTED SUBGRADE TO 95% MDD
- ④ MATERIAL PER PLAN

Ivory Homes Contract Specs

Eckles Paving

- Furnish, Emplace and Compact an additional 1.5 “ of roadbase over the existing 6” already emplaced and compacted in the trail.
- Furnish, Emplace and Compact to 3” of commercial grade asphalt.
- Cost \$147,820

Issues

- Agreement was a shared cost 50/50 with Agency
 - Agency Portion was to be covered by water shares.
 - Ivory needs 2.605 acre-feet of water to complete the subdivision
 - At \$40,000 per acre-foot, that would be \$104,200
 - A split cost of \$147,820 would mean that our share would be \$73,910, a difference of \$30,290
 - At \$30,000 an acre-foot (what we sold them water for last year), it would be \$78,150.
- Homeowner Water on Trail
- Leave the desired trail to the parcel on Pole Canyon and Village to the Homeowners Association to finish

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- This is an aerial map of a residential neighborhood in Phoenix, Arizona. The map shows a grid of streets including N Gray Hawk Dr, W Osprey Dr, W Sagewood Dr, Regatta Ln, N Goldfinch Ln, N Regatta Ln, N Sparrow Wy, W Sparrow Wy, Kingfisher Rd, W Village Blvd, and W Junegrass Ln. A central area is labeled 'Sagewood Village' and contains 'Dahl Park'. Other points of interest include 'Boondock Buddies', 'Kylee Blaine Nails', 'OT Board', 'Ivory Homes - Sagewood Village', '2dye4golf', 'Get Golf Supplements', and 'JC & JR'. Red numbers 1, 2, 3, 4, and 5 are placed on the map: 1 is on N Gray Hawk Dr, 2 is on W Osprey Dr, 3 is on N Gray Hawk Dr, 4 is on W Sparrow Wy, and 5 is on Kingfisher Rd.



Discuss Conflict of Interest, Legal Representation, and Committee Volunteers.

Discuss Bid submitted for the Soundwall Trail Project.

SR-36 Sound Wall Trail — Bid Comparison Summary

SWT Base Design (6.02) and Alternate Design w/ Extra 250' Section (6.03)

BASE DESIGN (Sec. 6.02)					
Category	Strong Excavation	Strong Solutions	Acme Construction	Lowest Bid	Spread
Roadway Improvements	\$416,224.26	\$275,034.20	\$676,125.40	\$275,034.20	\$401,091.20
Trail Construction	\$331,120.43	\$331,801.00	\$220,082.40	\$220,082.40	\$111,718.60
Irrigation & Landscaping	\$465,207.66	\$299,026.90	\$269,432.65	\$269,432.65	\$195,775.01
TOTAL — BASE BID	\$1,212,552.35	\$905,862.10	\$1,165,640.45	\$905,862.10	\$306,690.25
ALTERNATE DESIGN — Extra 250' Section (Sec. 6.03)					
Category	Strong Excavation	Strong Solutions	Acme Construction	Lowest Bid	Spread
Roadway Improvements	\$416,296.44	\$275,034.20	\$697,441.40	\$275,034.20	\$422,407.20
Trail Construction	\$347,786.85	\$348,951.00	\$231,407.40	\$231,407.40	\$117,543.60
Irrigation & Landscaping	\$457,035.61	\$302,813.50	\$271,791.65	\$271,791.65	\$185,243.96
TOTAL — ALT BID	\$1,221,118.90	\$926,798.70	\$1,200,640.45	\$926,798.70	\$294,320.20
Incremental Cost of Extra 250' Section	\$8,566.55	\$20,936.60	\$35,000.00		

Soundwall Trail Bid Evaluations

29 July 2026

SOUND WALL TRAIL REQUIRED DOCUMENTS	Strong Excavation	Acme Construction	Strong Solutions
Bid Form	Missing: 00410 - 15 (Article 10 - Bid Submitted By...) Missing: Roadway Improvements Unit Prices	X	X
Bid Form (Supplemental)	X	X	X
Bid Bond	X	X	X
Affadavit of Non-Collusion	X	X	X
Master Schedule	X	X	Missing

Now What?

- We don't feel we can execute at that cost point.
- Shawn has contacted UDOT
 - Targeting the September UDOT reallocation meeting to adjust schedule and cost
- Utah Contracting Office indicates we can rebid with new parameters
- Reached out to County to see if they are willing to commit funds.
- We need to decide what funds we are willing to commit.

Discuss Prioritization of the projected Impact Fees funding.

Impact Fees Prioritization

Current Funds on Hand - \$760,987

Projected Funds Expected at End of 2026 - \$190,000 (Impact Fees and Interest)

Available Funds for 2026 - \$950,987 (Not including grants)

Outstanding Projects:

- Oscarson Park – \$91,750
- Soundwall Trail - \$555,956
- Millpond - \$250,000 (planning)

Total Commitments – \$897,709

Total Additional Funding When Building Complete – \$1.5 M

Issues

Cash Flow

- The difference for 2026 involves reimbursements, which are problematic

Leaves No Funding for Oscarson

Doesn't Include the Additional Funding for 250' of Trail to Parking Lot

No Funding for

- Additional Trail at Sagewood
- Property at Village and Pole Canyon
- Property behind Holiday by Reserves

Also projecting diminishing funds for Capital Projects

Discuss Millpond Bridge Repair.

Millpond Bridge

5 August 2025

Rocky Mountain Power to Start Drilling Under Bridge Today (5 Aug 2026)

Lumen has agreed to disconnect their service free of charge.

Need to develop a path forward that will have the repair complete by August of next year at the latest.

Discuss hiring a General Manager replacement

1. **Purpose:** Document the SSA's approach to recruiting and hiring the replacement for a General Manager
2. **Applicability:** The SSA General Manager Position
3. **Requirements:**
 1. Select the most qualified individual
 2. Rigorous Vetting Process
 3. Best interest of SSA for long-term success
 4. Competitive compensation
 5. BOD majority vote (supermajority 5 of 6)
 6. Meets minimum job qualifications
 7. Quantifiable Assessment Process
 8. Board members on a hiring committee must be limited so as not to create a quorum in a private meeting
 9. Board members can apply, but are excluded from the process.

4. Roles/Responsibility:

1. Board Chair – Establish Strategy and facilitate process; Establish Schedule; Collect and consolidate feedback; establish a hiring committee and define charter.
2. Board Members – Define and modify hiring requirements, vote, interview candidates, provide feedback
3. 3rd Party subject matter experts – Assist as requested by chair
4. Policy committee chair – Monitor compliance with approved policy
5. Clerk – Facilitate communication, prepare announcement, post announcement, schedule
6. HR – Verifies announcement meets process, monitors compliance with procedures
7. Current GM (if leaving voluntarily) – Participate in interviews, provide feedback
8. Selection Committee Lead – Selects committee members, directs activities of the committee, ensures timelines are met, and ensures requirements are met

5. Steps:

1. Chair identifies need and informs board
2. Chair establishes tentative hiring schedule
3. Chair assigns Committee Lead to hiring committee – board concurrence (not the chair)
4. Committee Lead develops and presents proposed strategy, staffing, costs, and detailed schedule
5. Board votes to approve strategy, staffing, cost, and schedule proposal or directs board liaison to modify the plan and return to the Board
6. Hiring Committee drafts posting
7. Chair facilitates discussion and approval of posting (or directs Hiring Committee to modify the posting and return to Board)
8. Clerk
 - a. Posts job listing,
 - b. Collects applications
 - c. Compiles a Candidate Summary indicating whether each candidate meets minimum requirements
 - d. Distributes Candidate Summary and application packages that do meet minimum standards to Hiring Committee Members
9. Hiring Committee performs quantified assessment and updates the Candidate Summary
10. Committee Lead presents the Candidate Summary, top candidates, and recommendations to board (closed meeting ok)
11. Board discussion and Board directs Hiring Committee to interview certain candidates (closed meeting ok)
12. Clerk schedules interviews with candidates
13. Hiring Committee performs initial interviews and updates Candidate Summary

14. Hiring Committee presents updated Candidate Summary and recommendations to board, including salary recommendation (closed meeting ok)
15. Chair – facilitate BOD discussions (closed meeting is ok)
16. Board action item (open meeting recommended), may include:
 - a. Vote to extend offer (go to step 17)
 - b. Vote to assign action items to hiring committee
 - a. Hiring committee completes actions as directed by the board
 - b. Go back to step 14
 - c. Vote to hold additional interviews
 - a. Clerk coordinates additional interviews as directed by the board (closed meetings ok)
 - b. Go back to step 15
17. Clerk extends offer to and negotiates offer with top candidate with guidance from the Board
18. If offeree is a current board member, acceptance of the offer is also an effective resignation from the Board.
19. Board ratifies final employment package
20. Committee Lead updates Candidate Summary
21. Clerk initiates onboarding process

6. Exceptions: BOD may vote for a temporary GM to act until formal process is completed. Go to step 15.

Action Items

2026.08.01

Board Review and possible
approval of July 15, 2026,
Board Meeting Minutes.

2026.08.02

Board Review and possible
approval of July 15, 2026,
Planning Committee Work
Meeting Minutes.

2026.08.03

Board Review and possible approval of transfer of Water Rights Credits to Ivory Homes to Improve Trail Section.

2026.08.04

Possible Approval of hiring a
new General Manager
replacement.

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, and requests for future board actions.

Board Member Reports and Discussion Items

Motion to Adjourn