

Stansbury Service Agency Work Meeting Minutes

Date: Wednesday, October 11, 2023

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

Time: 7:00 PM

1. **Call to Order @ 7:01 PM** by Cassandra Arnell

2. **Roll Call**

Board Members:

Cassandra Arnell- present

James Hanzelka- present

John Wright- present

Randall Hinton- present

Maria Sweeten- present

Staff Members:

Ingrid Swenson

Angie Perez

3. Pledge of Allegiance by Maria Sweeten

4. General Manager Updates

- Shoreline Upgrade-

- We have received all docks and swim floats all docks in, want to get them installed as soon as we find an installer.

- Delgado Park is still out for bids.

- DWR-

- James Hanzelka met with DWR and showed him all the Lake areas and access. They are interested in partnering with us. He mentioned making a long-range plan for the lake. James will give him our lake report. He will possibly come back and talk at our next work meeting.

- Tax Mailer/Newspaper Notice Update-

- The first newspaper notice went out today, the next one will go out a week from today. The tax mailer is at the printer, he received it yesterday. Addresses just need to be synced. He will have it back tomorrow. They need to go out by Saturday. Zion printing came in at the lowest bid by 1k, Tooele Transcript could not get done in time.

- Porter Way Bathroom-

- Brett said Stansbury Park Improvement District will help us get the bathroom connected. Sewer and water; potentially need manpower help to complete. Power is still needed.



- Millpond Park-
 - Met with the Tooele County on Friday and spoke with Rachel Custer about Millpond Park and The Soundwall Trail. She said we need to do a site permit study which would cost 1k; we will be asking the county to forgo the fee because we are a county entity.
 - There is a separate fee for county roads once we look at the ramps, that fee will not be waived.
 - Ensign is currently redoing the engineering design of that area; it will not be completed this year.
 - There is a \$1,700 cost to connect the sewer for bathroom. Brett Palmer does not think it will be cheaper with a third-party contractor because of the depth in sewer. We would still need a plan for electrical and water.
 - Oscarson will need a site map and redesign. We can look at it to see how we will want it laid out once we receive the typography. John Wright would like Ensign and Blu Line to work together from the start. Oscarson Park is under impact fee. The bathroom is fixed. Redesigning will need to be done around it. Maria Sweeten feels, in the spirit of transparency, that we should run the new design by residents that initially helped plan Oscarson Park.
 - Soundwall trail-
 - Since we have been with UDOT from the start they do not have to come back to us about the design. UDOT has a hard stop for laying asphalt on October 15th. We need to meet with county roads to get crosswalk and ramps approved.
 - Financial-
 - As of the end of September we have 300k left in our general accounts. Once we got through the layoff period, we were down 129k. Depending on what we can pull in from the golf course it will be tight. An option we have available to us is we can borrow from impact fees if we pay it back. We will not know more until the end of October and see where we are then. We are better than we thought we would be in July. Golf Course is at 512k total for the end of September. We project 550k and we might exceed that amount. Additional funds from the clubhouse, pavilion and gazebo, and cemetery. It will be a dicey fit till the end of the year, but we are watching it.
5. Discussion Items
1. PEHP 2024 rates/Costs
 - The rate increase is going up 2%, our recommendation is to push that cost through to employees, the agency contribution will be 88%. That will be for the employee from last year to this year it will be \$42 more a month for the employee. Our package is very rich, and it is an offset of our lower wages. This is the best change we could make at this time. An increase is appropriate, and it ensures we keep our costs under control. Hate to see employees get dinged but it is a small trade. Voting will be done at the next meeting business meeting.



2. Loading Zone at Solomon Park
 - We have 3 bids for the loading zone at Solomon Park. 2 bids incorporate the asphalt, drive. James Hanzelka proposes that it be run by the capital projects board and make sure they are concurrent with that and based on their recommendation award the contract.

3. Taxation Open House Dates/Information
 - We will have an informational open house in the main room for residents on the 18th, 19th, 23rd, and 24th. The information will be tax rate history, funding requirements, and tax rate impact. Import info from the slide. James Hanzelka advises board members to be here on one of those dates. It will be announced on the website, newspaper, and Facebook. A slide show with commentary will be shown.

4. Policy Committee Draft-
 - We have been working on bringing policy updates current. A whistleblower section policy was added. The policy committee will have one more meeting before the next business meeting. Additionally in section 2 change public body to the board.
 - The previous board compensation update was not included in the Operations Manual. Currently board members receive a small monetary compensation and free use of facilities. Small changes have been made. 2 full terms need to be served to have lifetime use. For past and current members only 1 booking for the clubhouse can be made in advance per year otherwise it needs to be within 2 weeks of booking. There is a concern with current lifetime benefits. Maria Sweeten emphasized the need for transparency with these changes.

 - We are looking at a more realistic budget timeline and capturing funds handling. James Hanzelka suggests the finance committee meet quarterly.

6. Amendment to Election Contract
 - The aim is to reduce election costs. The Service Agency is responsible for covering the full cost. The county has offered to offset our expenses by allowing us to assist if there is an opening. The plan is to sign and ratify the agreement after the next meeting.

7. Board member reports and requests
 - Maria Sweeten- Asked if we could use the phrase restroom instead of bathrooms.
 - Randal Hinton- Asked regarding dirt piles; we have more than enough dirt now. Also, if there would be geese hunting this year. James Hanzelka said that they would revisit the topic on the 24th.
 - John Wright- Wants to get quotes for glass replacement. The Porter Way Park irrigation has been adjusted. He will caulk the leaks in the tunnel. Concerned with the clubhouse water systems and boilers as winter approaches. It is crucial to address any leaks and potential freezing issues, especially in the broiler area. Potentially replacing water with antifreeze in the boilers to prevent rust. The shut-off valve in front of the clubhouse has been located and it has been shut off.



- Cassandra Arnell- The Policy Committee has been diligently working on a comprehensive package for sports teams, which includes application fee schedules, rules, regulations, contracts, and permits. These documents, thoroughly researched and organized by Kellyanne, will be circulated for review. The agency successfully secured the trademark for Stansbury Days, ensuring exclusive use of the name. Extended congratulations to Angie and the staff for organizing the welcome fall cookie event, it was well attended and there were lots of happy families.
- James Hanzelka- No comment

8. Adjournment

Motion to close the regular meeting and enter a closed meeting session, made by James Hanzelka, and seconded by Maria Sweeten. Moved to close session 8:16 pm

Vote as Follows:

Cassandra Arnell, "Aye"; James Hanzelka, "Aye"; Wright, "Aye"; Randall Hinton, "Aye"; Maria Sweeten, "Aye".

Motion Passed.

Closed session, as needed, to discuss (a) character, competence, or health of an individual, (b) pending or reasonably imminent litigation, and/or (c) the lease, acquisition or sale of real property.

Close session meeting closed @ 8:42pm

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.