

## Stansbury Service Agency Board of Directors Work Meeting Minutes DRAFT

**Date:** Wednesday, March 13th, 2024

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

**Time:** 7:00 PM

The agenda items for this meeting are as follows:

1. Call to Order made by Brett Palmer at 7:00 PM
2. Roll Call

**Board Members:**

Brett Palmer - Present

John Wright - Present

Cassandra Arnell - Present

Maria Sweeten - Present

Kyle Shields – Present

**Staff:**

James Hanzelka – Present

Ingrid Swenson – Present

Gwen Ruebush – Present

Darin Jacobs - Present

3. Pledge of Allegiance led by Kyle Shields
4. Review of Public Comments From 21 February Business Meeting
  - a. Charlie Prows: Dogs in the Park
  - b. Park repairs and removal of damaged equipment
5. General Manager Updates
  - a. Soundwall Trail: Delayed by UDOT to accommodate widening of SR36 project. Working with UDOT to determine the best location based on projected project.
  - b. Millpond Park: Modifying contract to run water/sewer from street to bathroom. Adding electrical and sprinkler layout to park graphic for the county. All other county requirements have been addressed. County approval.



- c. Shoreline Improvement: Working with contractors to get docks that were purchased last year installed. Proposed changes to overall plan. Landscaping plan for clubhouse area. The four dock option.
  - d. Clubhouse Multimedia: TVS Pros estimate to update systems (add camera to system, use a smaller dedicated computer to integrate the systems, add system for hearing disadvantaged, move speakers in room, reprogram system to give us two different modes). Upgrade clubhouse WiFi.
  - e. Park Infrastructure: Issues with the infrastructure to support landscape at Woodland, Ponderosa, and Frontage Area. Need to develop a plan and funding to fix infrastructure BEFORE fixing landscaping.
  - f. Other Items: Audit (Property Accountability, Equipment Accountability). Met with baseball to prep for season. Look at establishing volunteer committees for trees and plants, friends of the lake, sports, and golf. Free use of building for church retreat. Picnic in the park.
  - g. Funds Available Overview
  - h. Grants: RAISE Grant, County Tourism, County Recreation, UORG, Shoreline Improvement
6. Discussion Items
- a. Stansbury Days Survey and Proposal: Most people who answered the survey plan to attend each year with the parade and fireworks being the most popular events. They prefer moving the event to the 2<sup>nd</sup> Saturday of August with more sports competitions, parking at Sagers and SSA continuing to oversee.
  - b. Golf Course Reorganization: Key Revenue Source for the Agency. Moving to a more business-oriented model. Management was understaffed/lacked skill set.
  - c. Sale of Land to Robert Mitchell/Process for Sale of Land
    - i. Proposed Process for Sale of Property: Buyer identifies potential purchase with Agency. Buyer pays for a legal survey of the new lot line. Buyer puts together proposal to the board. Agency determines purchase price. Buyer pays for legal bill of sale document. Final approval by Board for sale.
  - d. Food Truck Contract
  - e. Deck repairs proposed for the swimming pool, electrical repairs are also recommended.
  - f. Business meeting moved to April 3.
  - g. URS Update: Roth IRA. One exemption from URS per Agency. 401K matching program. Expect benefit costs to grow. Expect to have a more difficult time filling jobs/higher costs. Mental health initiatives and crisis hotline
7. Board member reports and requests.



- a. John Wright- Parks and swimming pool recommendations for repairs. Sale of excess equipment update.
  - b. Cassandra Arnell- Lake update. Tennis courts need lines painted. 5 acres near Bonneville school update. Website is getting updated. Board member search.
  - c. Kyle Shields- Signatures. Stucco repair on building. Irrigation suggestions.
8. Motion to move to closed Session to discuss personnel, pending, or threatened litigation, or property acquisitions as needed. Made by Maria Sweeten and seconded by Kyle Shields at 9:10 pm. Maria Sweeten motion to close the closed session and move back into open meeting at 9:47 pm and Kyle Shields seconded.
- a. Votes as follows: All ayes
9. Cassandra Arnell motioned to Adjourn and Kyle Shields seconded.
- a. Votes as follows: All ayes