NOTICE OF THE STANSBURY SERVICE AGENCY BOARD OF DIRECTORS WORK MEETING

PUBLIC NOTICE is hereby given that the Board of Directors of the Stansbury Service Agency hereby gives notice of the Meeting of the Stansbury Service Agency Board of Directors, which shall be open to the public, to be held on Wednesday, May 8th, 2024, at 7:00 pm at the Clubhouse, 1 Country Club Dr. Ste 1, Stansbury Park, Utah

**Stansbury Service Agency Work Agenda**

**Date:** Wednesday, May 8th, 2024

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

**Time:** 7:00 PM

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1. Call to Order made by Brett Palmer at 7pm
2. Roll Call
	1. Brett Palmer – Present
	2. Maria Sweeten – Present
	3. Ammon Jacobsmeyer – Present
	4. Kyle Shields – Present
	5. John Wright – Present
	6. Cassandra Arnell absent for Personal Matter

Staff

James Hanzelka – Present

Kellianne Rosemann – Present

Shawn Chidester - Present

1. Review of Public Comments from the last meeting –
	1. There were no public comments.
2. General Manager Updates
	1. Lake Clean up has been postponed to May 18th due to the lead volunteer being out of town.
	2. Current Volunteer Committees

Mary Wilson who lives on the lake has agreed to manage the adopt the greenbelt program. She will be taking over as the Gardener and Arborist.

Stansbury Days will be headed by Joyce McMullen again this year. Greg and Meg Payeur will be over the Vendors and the Car Show with be done by Brandon Peterson. This year

Lantis Fireworks will be contracted for the firework show. There were the same cost as previously contracted companies but they over more shells.

Food Trick Nights have brought 13 Trucks over 2 nights (Thursday May 2nd and Friday May 3rd). The food trucks paid the Service Agency $1,032.00 for the two nights. Which equals out to being about $94.00 a Food Truck.

**Current Major Project**

* The offer to bid out Millpond Bathroom has been posted through various news sources and the State. The Millpond Design Contract is under review by John Wright and Brett Palmer
* Shoreline Improvements has been worked on by Shawn Chidester. He has been developing contracts.

**Safety Issues**

* Fire Extinguisher updates have been done by State Fire, their bid was significantly less than companies previously used by the service agency.
* Kasey Nobles is working on setting up a camera at Porter Way Park bathroom by the pickleball courts in the hope to help ease vandalism and nuisance.
* Playground equipment is still being looked over.

**Maintenance**

* Kyle Shields has been working on the sprinklers at Ponderosa Park and he will be looking at Woodland Park next.
* A protocol is being put in place between Stansbury Service Agency and Stansbury Park Improvement District on how to keep the lake levels better.

**County Grants**

* The Service Agency has received $25,000.00 for the Shoreline Project and $4,000.00 for the library for the summer reading program. There are still two grants pending – County Tourism for corporate events at the golf course which amount to $10.000.00-$15,000.00. Department of Transportation grant for the bridge replacement and trails is for $2,000,000.00.

**New Contracts**

* Pepsi has reduced their contract significantly to keep us from going to Coca Cola. We have signed the contract with Pepsi.
* Lantis Fireworks Contract for Stansbury days has been signed. It will be the same cost as previous years but more fireworks.
* Allied is a company that we will be paying for the use of a new printer. We have signed a contract with them.
* Verizon contract has been resigned at a lower cost and additional hotspots have been added.

**Odds and Ends**

* James Hanzelka attended the County trails meeting with the County. The County would like to take some trails off their map. A biking trail through Stansbury concerns them about liability.
* We are removing the dumpster located at Porter Way Park because of illegal dumping and we will be moving it to the Service Agency shop by Sagers Park

-John Wright asked if we should leave it there in the summer.

-James Hanzelka responded that we would put extra cans to support extra trash.

* Mac Blevins has been working through wiring issues on the golf course and surrounding areas.

**Golf Course 2023/2024 Comparison**

* Overall, the Golf Course is ahead financially compared to 2023.

**Financials**

* Total Revenue because its is Tax Heavy is lagging behind because we won’t receive taxes until the end of the year.

**Expenses**

* Project management is heavy because we have been doing a lot of work on projects related to impact fees. The sums are coming out of impact fees. Our burn rate has been flat.
1. Discussion Items
	1. DWR Presentation on the Lake by Chris from DWR
	2. Golf Course Update presented by Doug Brown Golf Course Business Manager
		1. Doug Brown has been at the Golf Course for 2 and half months.
			1. Staffing updates – Tom Costello retired about a month ago. The Golf Course staff is working on keeping a lot of traditions but also enacting changes that need to be done.
			2. 6 Leagues – 5 leagues have started. As they are going the Golf Course is trying to make changes to help make things more efficient.
			3. More community involvement and becoming more inviting the public.
				1. Movie at the golf course for Youth on May 31st.
				2. Try to have more activities and tournaments in the future.
			4. Additional Notes
				1. The Golf Course is still looking for an Assistant Pro
			5. Questions

Maria Sweeten asked if participation at the Golf Course has gone down this year to last year.

Doug Brown responded it’s the same.

John Wright asked if Fore up has been beneficial for the Golf Course.

Doug Brown responded that they are still digging into Fore up and using it more efficiently.

John Wright asked that we use the advertising tools more on Fore up.

Doug Responded that that is the goal.

* 1. Review interlocal agreement between Stansbury Service Agency & Stansbury Park Improvement District and Contract of Sale of Water Rights
		1. Brett Palmer, who works as the manager at Stansbury Park Improvement District, was contacted about water rights for sale. He investigated the bankruptcy and noticed that Teracore gave water rights to the Stansbury Recreation Service area, Stansbury Greenbelt Service Area, and the Stansbury Service Agency. After looking at all the shares it was determined that 20 water rights could be sold. If Stansbury Park is developed and all the water rights have not been used, the remaining water rights will be deeded over to the state. Brent Rose prepared an interlocal agreement between SSA and SPID. The interlocal agreement allows SPID to take care of the transaction.
	2. Pool Repair Costs – Decision to open.
		1. To repair the pool, it is going to cost $27,286.25. $4,000.00 to grind and fill the deck. $800.00 dollars to fill the bottom of the pool and clean off rust marks. $16,496.25 to repair electrical in the pool support buildings. The Diving board replacement will cost $6,000.00. The electrical panel has wiring that is not in good condition. For example, Outlets are overloaded, and the electrical panel needs replacement. The electrical problems are more of a safety issue. After discussion the board is tentatively moving forward with fixing electrical but not doing the diving board.
	3. Lighting in Tunnel
		1. All the lighting has been knocked out in the tunnel. The tunnel is dark night and day. John Wright had an electrical company bid to put lights in the tunnel. $5,310.00 is what their bid came out to being. The old lights cannot be replaced as they are no longer available. This is something that is not in the budget.
	4. Triathlon Contract and Gaming contract will be put in place to make sure that the Service Agency is covered for events.
	5. Pageant Proposal – This will be the second year of Stansbury Pageant
	6. Review of Stansbury Service Agency Administrative Policy Manual Chapter 2
	7. Stansbury Service Agency Adopt a Greenbelt project is underway.
1. Board member reports and requests
	1. John Wright – Master plan items done around the millpond parking lot restroom and hill. Blu Design helps with those items. He spoke with Blu Design today and will meet with them again tomorrow. We do not have a 5-year contract with them currently, but he would like to get some sort of better contract in place to use them easier. Kyle Shields responded that we have two options. A task order bid or a formal bid. He is making progress on Porter Way Park.
	2. Kyle Shields – Sprinkler system and water flow in the parks are going to need to have nozzles replaced. Ponderosa is the first park that he is working on currently. He is going to go to Woodland Park next to fix the sprinklers there. He would like Ponderosa to be on Weather Trak. He would like 1 elbow on the bottom of the sprinklers.
	3. Ammon Jacobsmeyer- Finance meeting is on the 20th. Mother’s Day event was great. Volunteers are stepping up and showing up.
2. Motion to close public meeting to go into closed session to discuss litigation made by Brett Palmer
3. John Wright made a motion to close the work meeting and adjourn to closed session to discuss litigation Kyle Shields seconded.

Vote as follows:

Kyle Shields, Aye, Ammon Jacobsmeyer, Aye, John Wright, Aye, Brett Palmer, Aye.

The Motion Passed.

1. Entertain a motion to close the closed session and return to open session made by Brett Palmer.
2. So moved by Ammon Jacobsmeyer and Kyle Shields at 9:38pm.
3. Motion to Adjourn work meeting for Monday, May 8th, 2024, by John Wright and seconded by Ammon Jacobsmeyer at 9:41pm.

Kyle Shields, Aye, Ammon Jacobsmeyer, Aye, John Wright, Aye, Brett Palmer, Aye.

The motion Passed.