

Stansbury Service Agency Board of Directors Work Meeting

JULY 10TH, 2024

Agenda

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Review of Public Comments from the last meeting
5. General Manager Updates
6. Discussion Items
 - a. Presentation by Diamond Parking
 - b. Potential Change to Lake Fishing Regulations
 - c. Discussion of Use of Stansbury Service Agency Property for vendors
 - i. Renden Dye – golf lessons on the golf course
 - ii. Lemonade Stand at Lake Front
 - d. Land Use Issues
 - i. Land Valuation (Mitchell House)
 - ii. Encroachment at 160 Country Club
 - iii. Parking Lot by Causeway
 - e. Discussion of Budget Updates and Potential Tax Increase for 2025
 - f. Letter to Board about obtaining a .Gov Domain
7. Board member reports and requests
8. Motion to close public meeting to go into Closed Session to Discuss Personnel Competency, Performance and Issues and Land Acquisition
9. Motion to close closed session and return to open session.
10. Motion to Adjourn



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Review of Public Comments

Steve Lempp (22 Lakeview) – Wanted to ask about golf carts and appreciated information from Sheriff's Office. Wants SSA to approach county to put rules in place for those under 16. Wants signage telling people hours for fishing in greenbelt areas.

Jerry Smith (27 Lakeview) – Tree by golf course going over road, impeding traffic of RV's and such. Would like it trimmed.

David Robertson (5653 Dawns View) – how can we budget better for grass and water needs

GM Updates

Capital Projects

Contract for Architectural Design for Millpond Park

- Awarded to Blu Line
- Pre-Start Conference Monday
- Preliminary Design 2 Weeks After That

Bids out for Dock Installation

- \$116K from State, \$35K from County
- One Bidder has already responded

Engineering/Architectural Design Task Order Contract- out for review

Landscaping Task Order Contract – in progress

Mechanic Support Task Order Contract

Equipment Purchases

Large Sprayer Delivered - \$74 K

2 Mowers for Ops delivered - \$20 K (on 90 day contract)

3 Mowers for Ops ordered - (on 90 day contract)

Ventrac Pull Behind ordered for Golf Course

Rough Mower Repaired, Delivered this week <\$2500

Irrigation

2 Contractors added as plus up

- Jensen Family Landscaping
 - Frontage Road
 - Porter Way
 - Sagers
 - Porter Way
 - Village
- RCM Landscaping
 - Parkview Park
 - Clubhouse Drive
- Sprinkler Adjustment Volunteers

Major Line Break at Porter Way Park



Irrigation

Area	Problem	Action Completed
Ponderosa Park	Supply Line from Backflow too Small	Installed New Backflow
	Sprinkler Adjustments	Replaced Heads with correct Versions
Woodland Park	Broken line under concrete	Dug up concrete, Fixed Break
	Needs a hose Bib to facilitate Watering trees	
Woodland Greenbelts	Broken Lines Under Trees on #2	Volunteer Working on Problem
Frontage Road	Broken Line on South End	
	Northern Section Line Break	
	Sprinkler Adjustments	
Sagers Park	Need Isolation valve to isolate line to bathroom/ball field 1/2	Jensen/ In-house Installed
	Line Break in North End of Park	
	Install Isolation Valve between North End of Park and fields 3/4	
	Move main feed line from under fence concrete apron	
	Readjust sprinklers on fields	
Porter Way	Repair Main Line Break by Pavalion	Repaired
	Repair Break in Valve Housing	Manufacturer Defect that Finally Failed
	New Break at Front of Park	Manufacturer Defect
	Repair Line breaks in two lines on East Side	
	Repair Line/Backflow in South End of Park	
	Replace Broken Sprinkler Heads	
Captain's Island	Clean Backflow	Contractor
	Repair Line breaks	Contractor
	Clear Lines	In-house
	Replace Broken Sprinkler Heads	

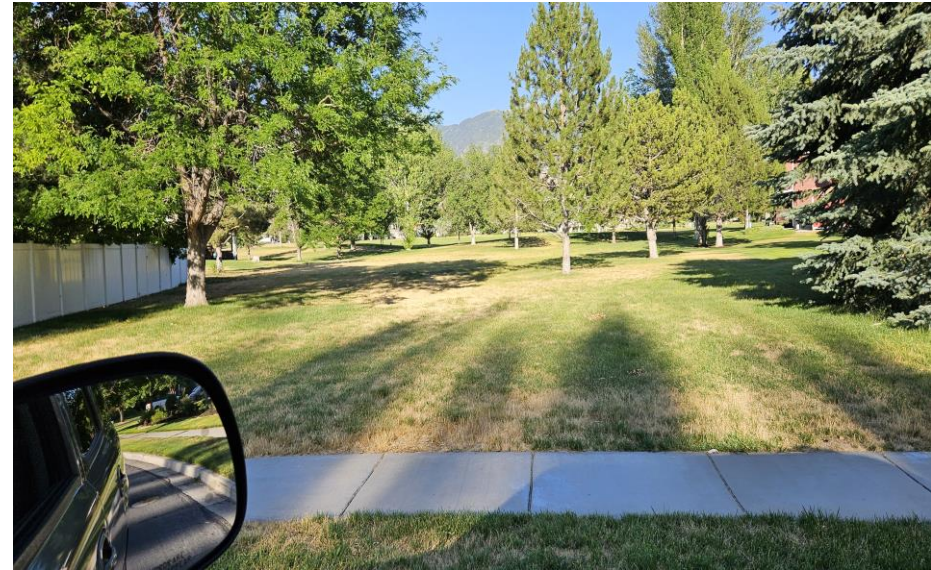
Irrigation

Clubhouse	Repair Line Breaks	Repaired
	Valve Issue on North side	
	Adjust and Repair Sprinkler Heads	
Causeway	Line Break in West side	Repaired
	Replace Broken Sprinkler Heads	
West Village	Line Break in Eastern Section	
	Flow Issues with Wider Strips	
	Replace and Adjust Sprinkler heads	
East Village	Replace Broken Sprinkler Heads	
Rose Park	Timer not functioning - Electrical	
	Replace and Adjust Sprinkler heads	
Angel Park		
Village Parkway	Repair Line Breaks	
	Major Repair to Eastern Section	
Sutton Park	Needs new clocks	
	Needs new valves	
	Needs new wiring	
	Needs new backflow	
Fairway Park		
Brigham Park	Needs backflow/line repaired	
L Section	Needs new clocks	Waiting on Homeowner to allow access
Solomon Parkway	Blockage on Line	
Lanyard	Backflow Issue	Completed
Gateway	On	
Solomon	Need to replace/adjust sprinklers	
Millpond	Valves/Sprinkler Heads/Lines	RCM
Parkview	Sprinklers/Lines	RCM
Regatta	On	
Galley	On	
Sandhill	On	

Porter Way Park Break



Woodland Greenbelts



Stansbury Days

Cancelled the Beer Garden

- More complex and more risk than originally anticipated
- Looking to add more Vendors

Outside Funding

- 2023 - \$8618
- 2024 - \$12476

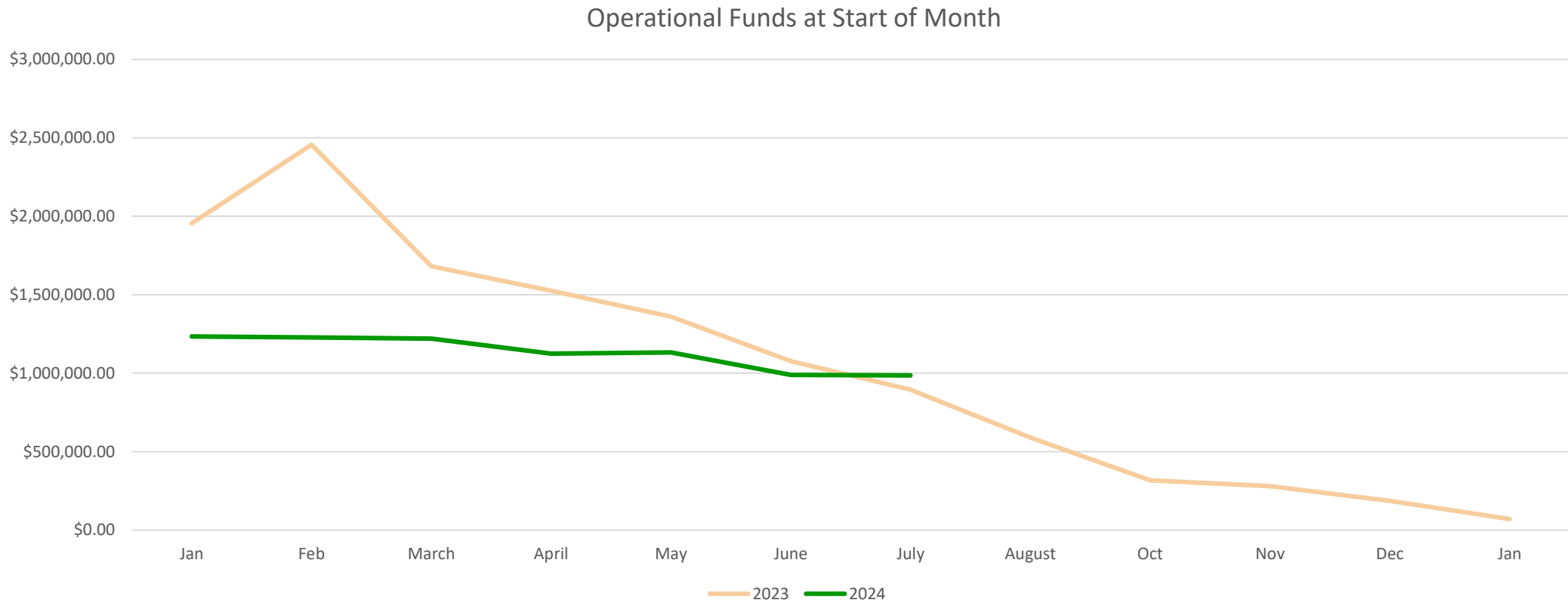
Funds Availability

as of 30 June 2024

2023 Year End			
Operations		IMPACT	
Checking (Zions Bank)	\$19,751.38	Checking (Zions)	\$32,916.03
Checking (Chartway)	\$1,087.11	PTIF	\$993,811.32
Savings (Chartway)	\$5.00		
PTIF	\$1,213,643.00		
TOTAL	\$1,234,486.49		\$1,026,727.35
TOTAL	\$2,261,213.84		
As of 30 Jun 2024			
Operations		IMPACT	
Checking (Zions Bank)	\$48,526.99	Checking (Zions)	\$33.26
Checking (Chartway)	\$1,087.11	PTIF	\$1,058,719.94
Savings (Chartway)	\$5.00		
PTIF	\$936,729.22		
TOTAL	\$986,348.32		\$1,058,753.20
TOTAL	\$2,045,101.52		

Operational Funds Available

As of 30 June



Golf Course Revenue

As of 30 June 2024

FOREUP PAYMENTS DATA						FOREUP PAYMENTS DATA					
REVENUE PAYMENTS						REVENUE PAYMENTS					
YEAR	Q1	Q2	Q3	Q4	TOT	YEAR	Q1	Q2	Q3	Q4	TOT
2024	\$133,542.00	\$333,925.63			\$467,467.63	2024	\$133,542.00	\$333,925.63	\$333,925.63	\$133,542.00	\$934,935.26
2023	\$32,373.62	\$265,507.89	\$225,537.81	\$89,332.31	\$612,751.63	2023	\$32,373.62	\$265,507.89	\$225,537.81	\$89,332.31	\$612,751.63
2022	\$146,025.11	\$257,234.21	\$225,906.75	\$48,294.56	\$677,460.63	2022	\$146,025.11	\$257,234.21	\$225,906.75	\$48,294.56	\$677,460.63
2021	\$132,946.81	\$271,071.44	\$257,239.91	\$118,589.29	\$779,847.45	2021	\$132,946.81	\$271,071.44	\$257,239.91	\$118,589.29	\$779,847.45
2020	\$43,674.68	\$287,956.15	\$265,724.09	\$123,315.22	\$720,670.14	2020	\$43,674.68	\$287,956.15	\$265,724.09	\$123,315.22	\$720,670.14
NON-REVENUE PAYMENTS						NON-REVENUE PAYMENTS					
2024	-\$88.50	\$4,604.35			\$4,515.85	2024	-\$88.50	\$4,604.35	\$4,604.35	\$100.00	\$9,220.20
2023	\$3,657.95	\$9,309.80	\$19,521.45	\$25,751.00	\$58,240.20	2023	\$3,657.95	\$9,309.80	\$19,521.45	\$25,751.00	\$58,240.20
2022	\$9,545.61	\$16,831.54	\$31,226.91	\$14,250.99	\$71,855.05	2022	\$9,545.61	\$16,831.54	\$31,226.91	\$14,250.99	\$71,855.05
2021	\$5,725.09	\$15,088.62	\$22,622.16	\$11,512.86	\$54,948.73	2021	\$5,725.09	\$15,088.62	\$22,622.16	\$11,512.86	\$54,948.73
2020	\$2,372.00	\$11,450.75	\$22,597.92	\$17,338.98	\$53,759.65	2020	\$2,372.00	\$11,450.75	\$22,597.92	\$17,338.98	\$53,759.65
TOTAL REVENUE						TOTAL REVENUE					
2024	\$133,454.14	\$338,529.98	\$294,180.52		\$766,164.64	2024	\$133,454.14	\$338,529.98	\$338,529.98	\$133,529.00	\$944,043.10
2023	\$36,031.57	\$264,919.89	\$245,059.26	\$115,083.31	\$661,094.03	2023	\$36,031.57	\$264,919.89	\$245,059.26	\$115,083.31	\$661,094.03
2022	\$155,570.72	\$274,065.75	\$257,133.81	\$62,645.55	\$749,415.83	2022	\$155,570.72	\$274,065.75	\$257,133.81	\$62,645.55	\$749,415.83
2021	\$138,671.90	\$286,160.06	\$279,862.07	\$130,102.15	\$834,796.18	2021	\$138,671.90	\$286,160.06	\$279,862.07	\$130,102.15	\$834,796.18
2020	\$46,046.68	\$299,406.90	\$288,322.01	\$140,654.20	\$774,429.79	2020	\$46,046.68	\$299,406.90	\$288,322.01	\$140,654.20	\$774,429.79

Pool Revenue

As Of 8 Jul 2024

Pool Revenue 2024				
Item	Total as of 7/08/2024	Budgeted Amount	Amended Budget	
Swim Lesson	\$ 14,234.00	\$ 16,000.00	\$ 16,000.00	
Swim Team	\$ 5,400.00	\$ 8,000.00	\$ 8,500.00	
Swim Party	\$ 5,380.00	\$ 10,000.00	\$ 5,000.00	
Resident Day Pass	\$ 12,979.00	\$ 12,000.00	\$ 20,000.00	
Non Resident Day Pass	\$ 970.00	\$ 700.00	\$ 700.00	
Resident Season Pass (2p)	\$ 8,380.00			
Non Resident Season Pass (2p)	\$ 225.00			
Resident Additional Season Pass	\$ 1,050.00			
Non Resident Addition Season Pass	\$ 40.00			
Resident Season Pass (1p)	\$ 160.00			
Total Season Pass	\$ 9,855.00	\$ 4,000.00	\$ 8,000.00	
Resident Punch Pass	\$ 2,655.00	\$ 1,500.00	\$ 2,400.00	
Concession	\$ 5,131.00	\$ 12,000.00	\$ 7,500.00	
Total Collected	\$ 56,604.00	\$ 64,200.00	\$ 68,100.00	

Stansbury Park Award

Lauren Jones – Lake Cleanup

Diamond Parking Discussion

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Potential Change to Lake Fishing Regulations

Discussion of Use of Stansbury Service Agency Property for Vendors

Current Policy

- From “Picnic on the Lake” Discussion in Spring
- Requirements
 - Approved Business Plan
 - Signed Contract with a 10% of Sales payment to the Agency
 - Deposit of \$100 with signed contract

New Proposals

Golf Lessons at the Course

- Golf Course Management Concerned about:
 - Quality Control
 - Congestion (Driving Range)
- Two Options
 - Process for Certification of Outside Vendors
 - No Additional Restrictions (default to Standard process)

Lemonade Stand at Lake

- Concerns
 - Doesn't necessarily match normal business
 - How to control the numbers of young entrepreneurs

Fundraisers to support sports teams on properties

Private Golf Lessons on the Golf Course



Survey of Golf Courses Private Lesson Policies

A majority of the golf courses are municipalities in Salt Lake and Tooele County.

- “Private Instruction” is defined as someone performing golf lessons for profit.
- Courses do not have issues with people teaching family or friends, but most did discourage outside private instruction for profit.
-
- Tooele County
 - Tooele City (Oquirrh Hills) –
 - Does not allow any outside private instruction.
 - All instructors report to the Head Golf Professional Cody Lopez and he takes a commission from their lessons.
 -
- Here is the breakdown for golf courses in Salt Lake:
 - Salt Lake County Golf (Riverbend, Old Mill, Mt View, Mick Reily, Meadowbrook, South Mountain) –
 - Does not allow any outside private instruction, must be employed at the course in the PGA to teach.
 - Salt Lake City Golf (Bonneville, Mountain Dell, Glendale, Bonneville, Forest Dale, Nibley Park, Rose Park) –
 - Does not allow any outside private instruction, must be employed at the course in a "professional position"
 - Not necessarily PGA. Certified
 -

Survey of Golf Courses Private Lesson Policies

- West Valley City (The Ridge, Stonebridge) –
 - Does not allow any outside private instruction.
 - To teach you must be on staff at the course as a golf professional.
- South Jordan City (Mulligans) –
 - Does not allow outside private instruction without a contract.
 - Contracts are approved by Golf Business Manager and instructors must be PGA with insurance.
- Sandy City (River Oaks) –
 - Does not allow private instruction without a contract.
 - They have InMotion Junior Golf contracted to do the instruction as well as Ryan and Jake Holt.
 - Instructors must have a contract with insurance to teach there. Contracts are vetted by the department director and they do not allow other private instruction.

Private Courses

- South Jordan Privately Owned (Glenmoor) –
 - Does not allow private instruction without a contract.
 - Professionals are approved by the Head Golf Professional and must have a contract with insurance and be members of the PGA.
- Magna Privately Owned (Copper Club) –
 - Would allow any and all private instruction as long as it was only once per week.
 - If it was done more than once per week it would become an issue.
 - No written policy, but driving range is only 150 yards and pro said it would be unlikely this would happen.
- Salt Lake City Privately Owned (Golf the Round) –
 - Must be on staff or have permission from the owner.
 - The owner has discretion to tell teachers yes or no.
 - If not employed at the course the facility takes a percentage of the lessons Instructors are not employed by the City and are independent contractor

Stansbury Modifications

- Interested in building a teaching staff
- Would suggest that if someone wants to teach at Stansbury, they join the staff
- Builds staff as well as trainers

Use of Facilities for Fundraisers

- Baseball did a tournament at no cost
 - No monies collected for participants
 - SSA did forego the 10% fee for the snack bar
- Soccer has asked to do a fundraiser tournament

Lemonade
Stand at Lake
Front



Land Use Issues



Land Valuation (Mitchell House)

Valuation of Property for Sale to Robert Mitchell

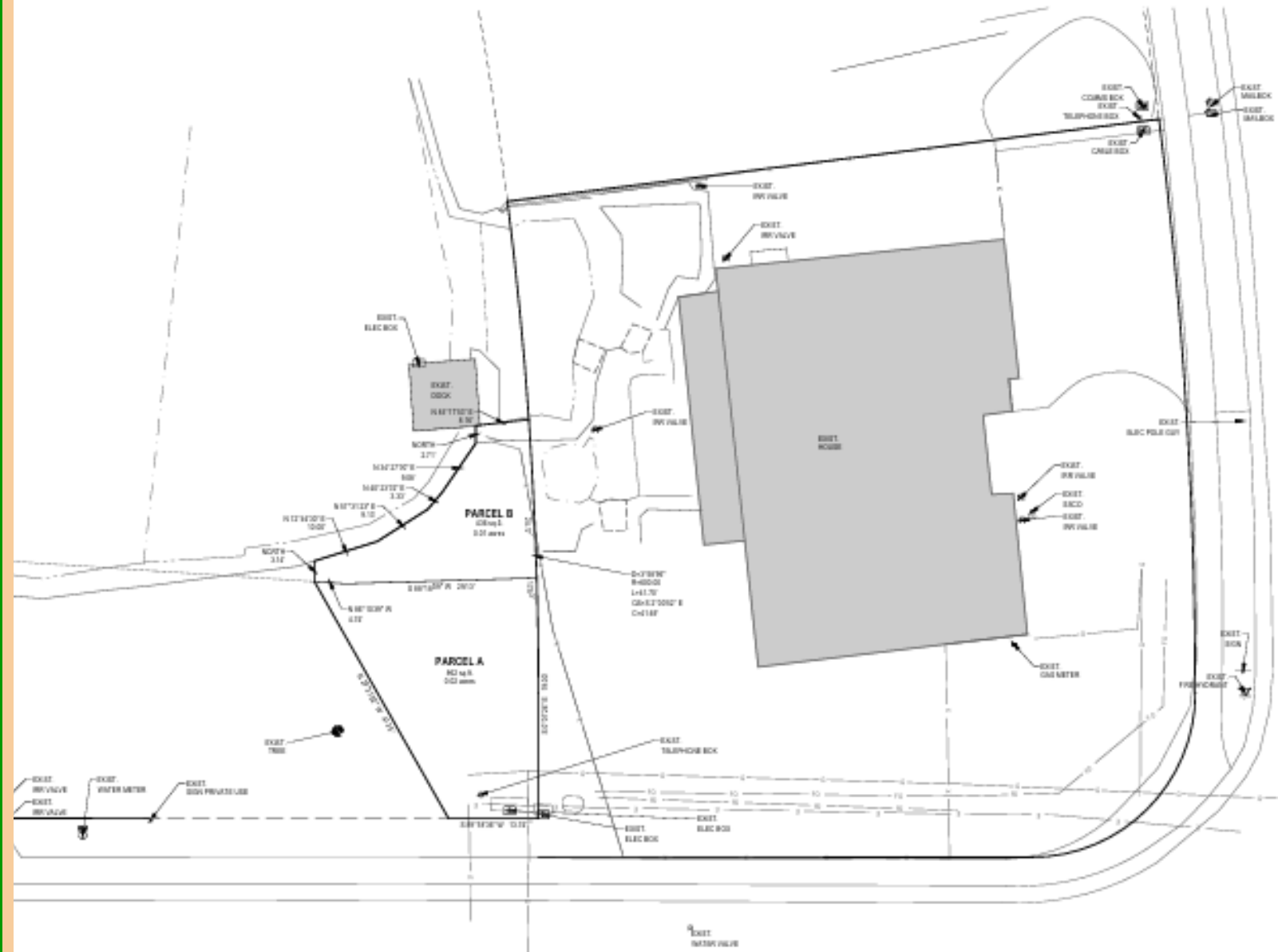
The property in question is .03 Acres

Comparison methods we can use for valuation.

- A comparable value assessment done by David McKeeth
 - Yielded a 2019 value for the property of \$4,500.
 - But he suggested adding a 14% increase to account for post COVID value which would give a value of **\$5130**
- County Valuations:
 - Based on County Valuation of \$22000 per .2 Acre of Greenspace in Stansbury - **\$6,000**
 - Based on County Valuation on Unimproved Land of \$45,000/Acre - **\$1350**
- Comparison to Properties Sold by the Agency
 - 2019 sale of .11 Acres to Nelson Molina for \$8,000 – **\$2,181**
 - 2021 sale of 1,000 Sq feet to John Hansen for \$15,000 - **\$22,000**
 - 2021 Sale of .17 Acres to Debra May for \$10,000 - **\$1,760**
 - 2021 Sale of .24 Acres to Richard Maycock for \$10,000 - **\$1,250**



Sale of Property to Robert Mitchell



2021 Land Sale to Debra May and Richard Maycock



Other Option

Brent Rose suggested a Long-Term Lease option

- Need to establish a cost to do that
- May be an option out on the Captain's Island greenbelts

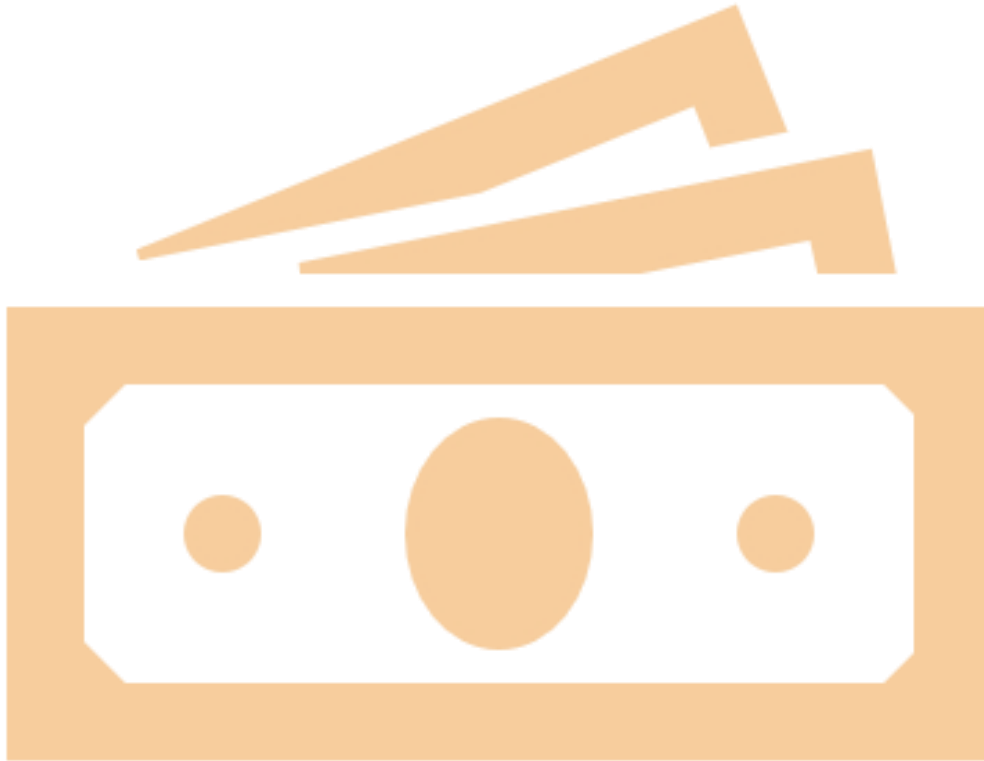
Encroachment at 160 Country Club



Parking Lot by Causeway

Proposed Parking Lot on Causeway





Discussion of Budget Updates and Potential Tax Increase for 2025

2025 Budget Requirements

Capital Improvement

	Proshop	Greens	Clubhouse	Parks	Cemetery
Fire Safety Inspection			\$750.00		
Clubhouse Fire Supression/warning system not functional			\$6,000.00		
Replace Maste Breaker at Clubhouse			\$10,000.00		
Fire Suppression system not working in Golf Shack	\$4,700.00				
Add Wood Chips to Play Areas				\$32,000.00	
Replace/Repair Playground Equipment at Parks				\$40,000.00	
Overhead Windows Replaced/wooden framing seals replaced			\$10,000.00		
Repair Header Over Clubhouse Windows			\$20,000.00		
Convert Downstairs Doors to Fire Compliants system			\$10,000.00		
Replace Railings in and around the pool/basketball area				\$25,000.00	
Paint Handicap Zone			\$100.00		
Handicap Signage/Staff Parking/Signage to Clubhouse area			\$1,000.00		
Add Lights to Tunnel				\$6,500.00	
AED	\$2,000.00				
Fix Entry Way Doors in Main Lobby and off pool.			\$10,000.00		
Sprinkler heads		\$35,000.00			
Proshop Remodel - Add grill/kitchen	\$150,000.00				
Mini Split Systems/Clubhouse			\$50,000.00		
Service Contract - AC/Furnace			\$6,000.00		
Cemetary Build Out					\$75,000.00
Total	\$156,700.00	\$35,000.00	\$123,850.00	\$103,500.00	\$75,000.00
Grand Total	\$494,050.00				


2025 Budget Requirements

Equipment

Description	Estimated Amount	Actual Amount	Method of Purchase	Priority or L	Status	Notes
Golf Course						
3 Utility vehicle	36,000				Purchase	Indispensable
1 Verticut Reels	9,000				Purchase	Indispensable
1 Large Rough Mower	80,000				Lease	2nd priority
Total	125,000	-				
Recreation*						
Truck	25,000				Purchase	Indispensable
2 Utility vehicle	25,000.00				Purchase	Indispensable
Lake Boat Mower	110,000.00				Purchase	Indispensable
Total	160,000	-				
*Needs a Large Trimax, but using 2 repaired mowers as a substitute.						

Notification of Potential Tax Rate Increase

- Taxation Policy Requires Decision on Notification of Potential Tax Increase by 1 August
 - Requires a July Public Meeting Discussion of Potential for Rate Increase
- Tax Rate Will Decrease Based On
 - Increased Value of Houses Within District
 - Addition Homes Built in the District
 - Stagnates Revenue
- Early Notification Requirement Means We Will Not Know:
 - Impact of Decrease
 - Final 2025 Budget
- Notification Does Not Mandate a Tax Increase
- Cannot Increase over the Current Rate – Minimal Rate Increase



Board member reports and requests

Motion to close public
meeting to go into
Closed Session to
Discuss Personnel
Competency,
Performance and Issues
and Land Acquisition