

Stansbury Service Agency Board of Directors Work Meeting

AUGUST 14TH, 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
 - a. Contracting
 - b. Personnel
 - c. Operations Update
 - d. Financial updates
6. Discussion Items
 - a. Discussion about granting easement/sale of property to Randall Hinton
 - b. Discussion About Future Use of Amphitheater
 - c. Committee Meeting Future Schedules
 - d. 2024 Amended Budget
 - e. 2025 Budget
7. Board member reports and requests
8. Motion to close public meeting to go into closed session to discuss litigation.
9. Motion to close executive session and return to open session.
10. Motion to Adjourn

Review of Public Comments

COMMENTS

From Business Meeting

Chad Saunders – Wants Strong Visible Proof of Performance From Agency, Extreme Transparency. Proposed Tax Increase should keep Payments Flat.

Heather Lester – We need a community liaison or committee to explain things. Why are we borrowing when we are in a deficit, only makes things worse.

Brett Palmer (Response) – Resident Comments taken into account. Suggested a committee of 10-12 people to look at taxation.

Robert Mitchell – More issues on greenspace. Sheriff not responding when called. Wants the agency to get security. Proposed adopting fishing licenses. Vandalism, disagreements.

Cassandra Arnell (Response) – Need to get residents to demand County put more funding into Law enforcement.

COMMENTS

From Business Meeting

- David Cluff – Why is everything dead? Where is all the money going? Make the community look nice.
- Brett Palmer (Response) – Funding from new taxes will not come until December. Due to funding issues Agency was required to reduce workforce last year, will not recover until additional funding is in place. Employee staffing low. Cannot hire due to wage limitations. Trying to hire at new rates and using contractors to repair irrigation systems.

Comments

Tax Increase

The Service Agency is doing another 104% increase.

- No, any increase will be strictly to maintain funding level.

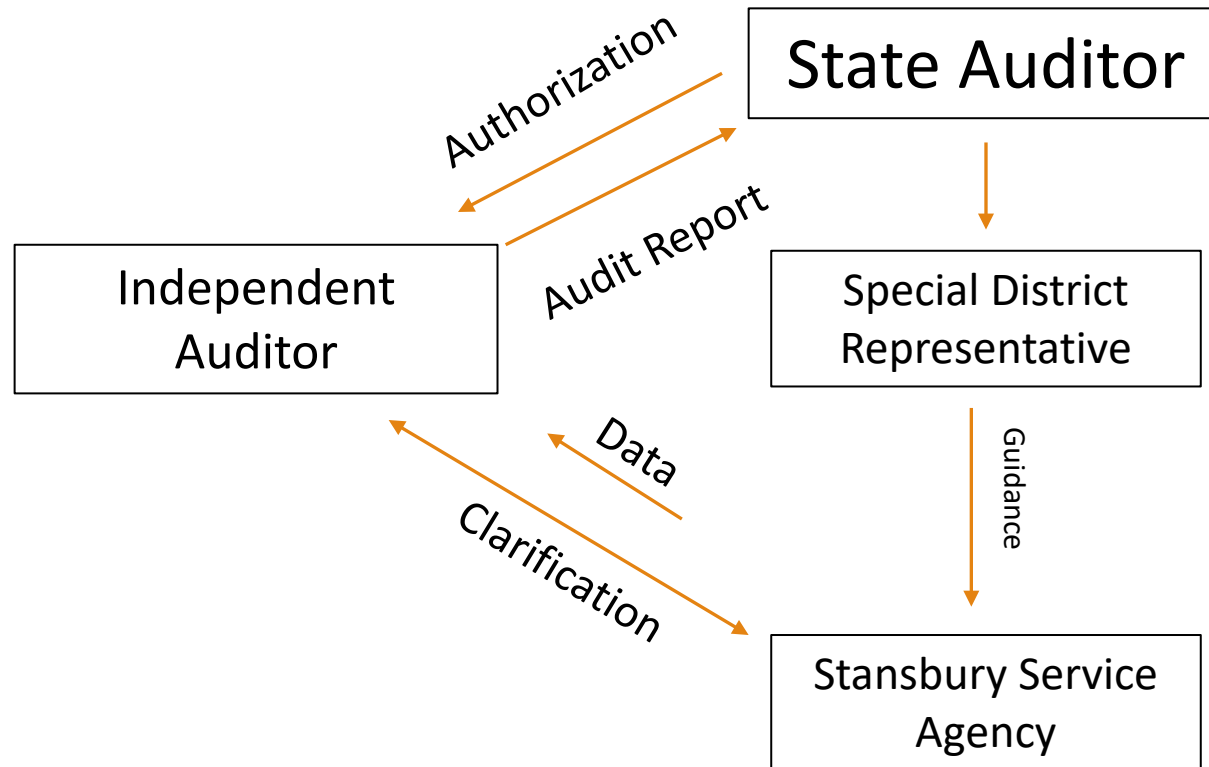
The Agency should live within their means.

- The currently set level of .0014% is the State mandated level for the Agency.

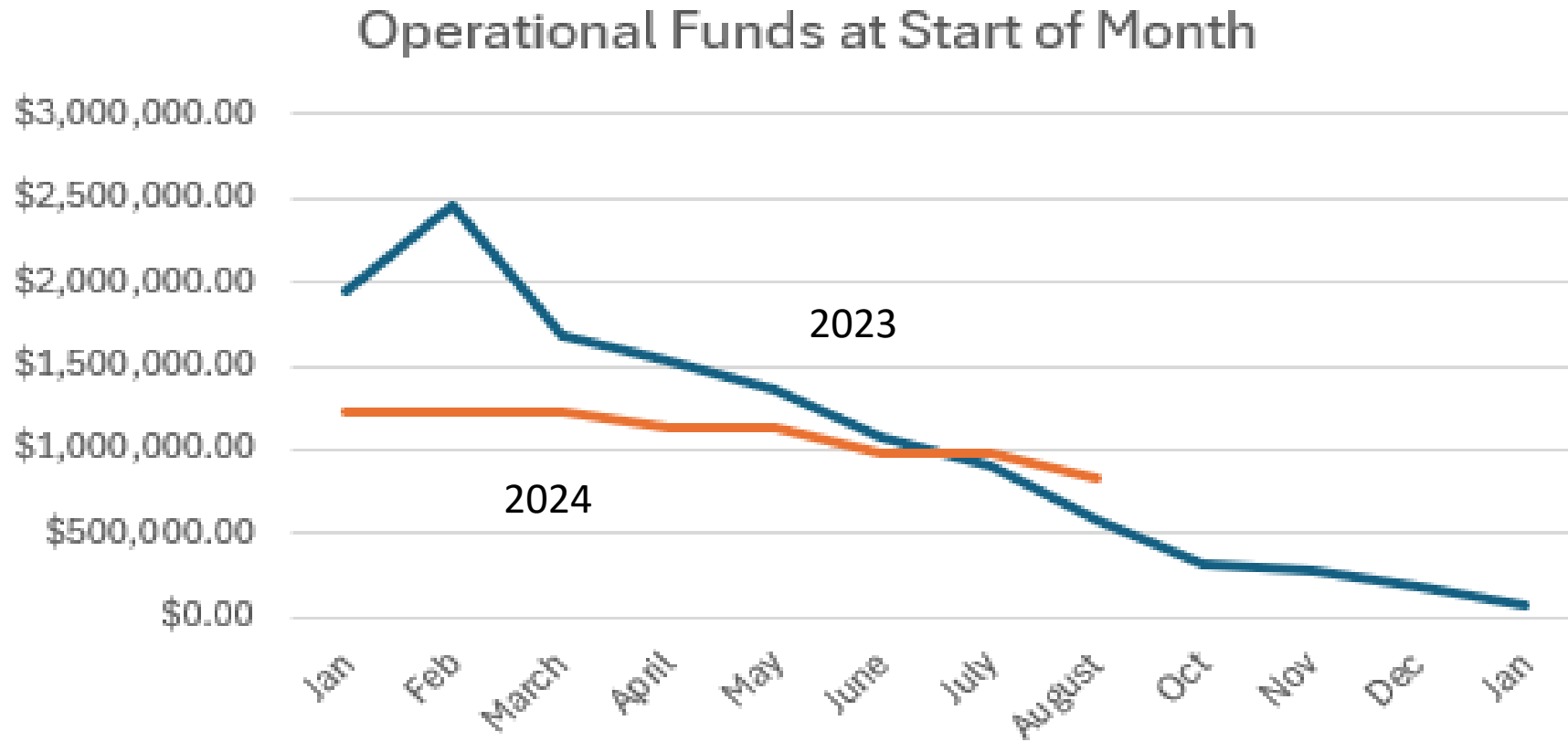
The current funding level is artificially high.

- No, previous funding levels were artificially low and not based on requirements.

Because the Agency pays for the Audit the Auditor is beholden to the Agency.



Where did all the fraud money go?



G M UPDATES

Current Contracts

- Sewer Lateral Connection for Millpond Park Bathroom – Start 12 Aug.
 - Impact Fees
- Docks and Swim Platform Installation – \$104K
 - Combination UORG/Tooele Co/Impact Fees - \$194,000 (\$120,000)
 - Competitive Bid
 - Contract Approved by Planning Committee on 6 Aug, with changes
 - Contract Awarded on 12 Aug – Start Work on the 19th.
- Golf Course Corporate Events - \$30K
 - Tooele County Tourism Grant/Matching
 - Awarded based on State Approved Vendor List



GM UPDATES

Operations

Irrigation

- Recreation - All Parks and Greenbelt Irrigation on-line
 - Adjusting/Replacing Sprinklers
- Golf Course –
 - Working on Surrounding Greenbelts
 - Continuing to work on Controller/Line Issues

Mowing



Greenbelts



GM UPDATES

Operations

Stansbury Days

Lake Mower

Fertilization Regime at Sagers Ballfields

A BIG THANK YOU TO ALL OUR VOLUNTEERS

- Joyce McMullen – Stansbury Days Coordinator
- Randy & Karen Harris – Stansbury Sponsorship
- Greg and Meg Payeur – Stansbury Vendors Coordinator
- Hinton Family – Parade Coordinators
- Jessica Johnson – Children’s Games
- Heidi and Russ Steadman – Adult Games
- Brandon Peterson – Car Show
- Lisa Bergentz & Karess Jones – Triathlon & Kids’ Triathlon Coordinator
- And a host of others



Sagers Park

GM UPDATES

Personnel

Hired a new Mechanic

- Starts August 19

Announcements out for Sprinkler Tech

- Initial Closing Date Aug 8

GM UPDATES FINANCE

Golf Course Revenue As of 31 July 2024

ACTUALS					
FOREUP SALES DATA					
GROSS REVENUE					
YEAR	Q1	Q2	Q3	Q4	TOT
2024	\$133,454.00	\$338,529.98	\$111,098.27		\$583,082.25
2023	\$36,031.57	\$265,507.89	\$245,059.26	\$115,083.31	\$661,682.03
2022	\$155,570.72	\$274,065.75	\$257,133.67	\$62,645.55	\$749,415.69
2021	\$138,671.90	\$286,186.08	\$279,885.31	\$130,102.15	\$834,845.44
2020	\$46,046.68	\$299,406.90	\$288,322.01	\$140,654.20	\$774,429.79
LESS TAXES					
2024	\$126,095.65	\$318,347.99	\$104,445.17		\$548,888.81
2023	\$35,617.17	\$260,749.45	\$239,054.42	\$111,464.76	\$646,885.80
2022	\$154,687.16	\$267,054.09	\$249,710.05	\$60,800.42	\$732,251.72
2021	\$138,671.90	\$286,180.06	\$279,885.31	\$130,102.15	\$834,839.42
2020	\$46,046.68	\$299,406.90	\$288,322.01	\$140,654.20	\$774,429.79
NON-REVENUE PAYMENTS					
2024	-\$88.50	\$4,604.35	\$3,671.20		\$8,187.05
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
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

Actuals	Budget		Current Expenses			
\$7,866.00	\$12,000.00	Snackshack	Chemicals	10,213.00	12000	
\$23,388.00	\$12,000.00	Daily Admission Res	Maintenance	22,638.00	3000	
\$2,020.00	\$700.00	Daily Admission - Non Res	Salaries	10,920.00	15600	
\$8,380.00	\$4,000.00	Season Pass	Wages (Seasonal)	38,454.00	50000	
\$3,231.00	\$1,500.00	Punch Card	Fica	3,777.00	3500	
\$6,953.00	\$10,000.00	Pool Party	Unemployment	790.00	800	
\$14,354.00	\$16,000.00	Lesson	Inventory (Food)	5,024.00	4000	
\$6,790.00	\$8,000.00	Teams	Inventory (Non-Food)	55.00	0	
\$72,982.00	\$64,200.00	Total	Utilities	4,821.00	12500	
			Training	1,000.00	400	
\$213.00			Merchant Fees	2,577.00	3500	
\$10,487.07			Bank Fees	300.00	0	
			Small Equipment		250	
			Security	334.00	400	
			Misc	796.00	925	
			Equipment Repairs	0.00	1000	
				100,903.00	107875	
				-27,921.00		

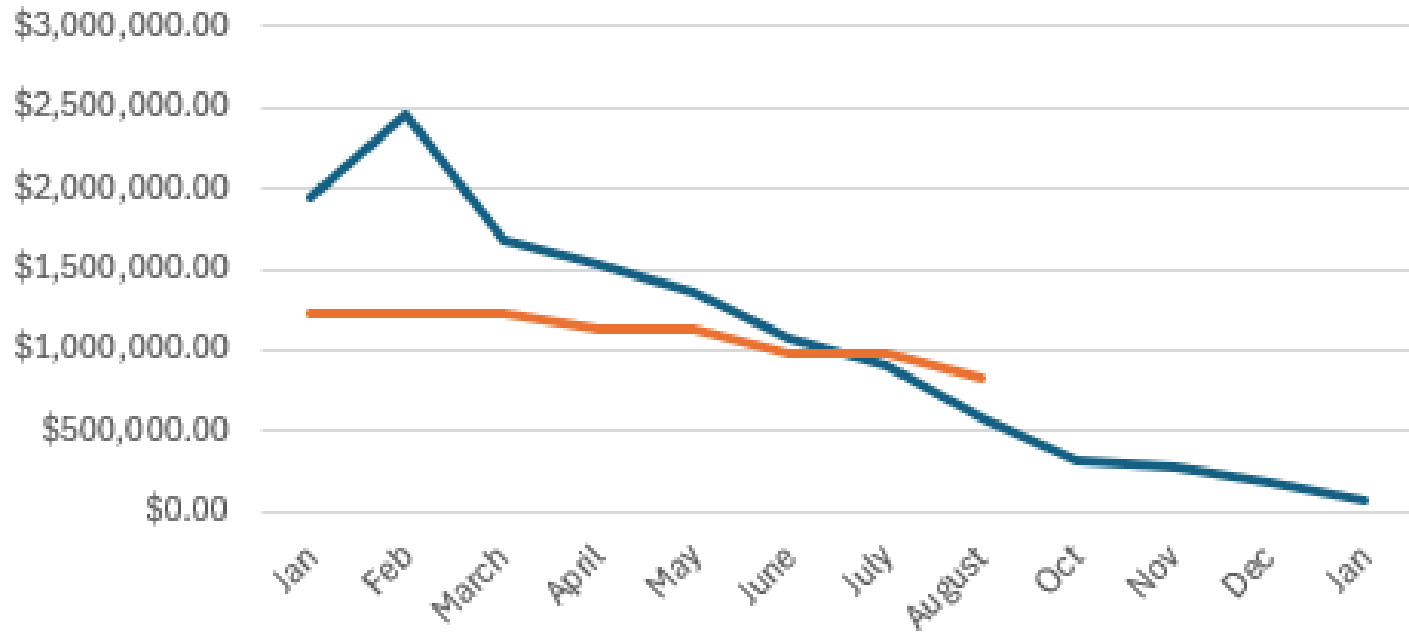
Swimming
Pool
As of 31
July 2024

Operational Funds

As of 31 July 2024

2023 Year End			
Operations		IMPACT	
Checking (Zions Bank)	\$19,751.38	Checking (Zions Bank)	\$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 31 Jul 2024			
Operations		IMPACT	
Checking (Zions Bank)	\$37,354.84	Checking (Zions Bank)	\$0.00
Checking (Chartway)	\$1,592.11	PTIF	\$1,063,650.19
Savings (Chartway)	\$5.00		
PTIF	\$787,734.43		
TOTAL	\$826,686.38		\$1,068,572.76
TOTAL	\$1,895,259.14		

Operational Funds at Start of Month



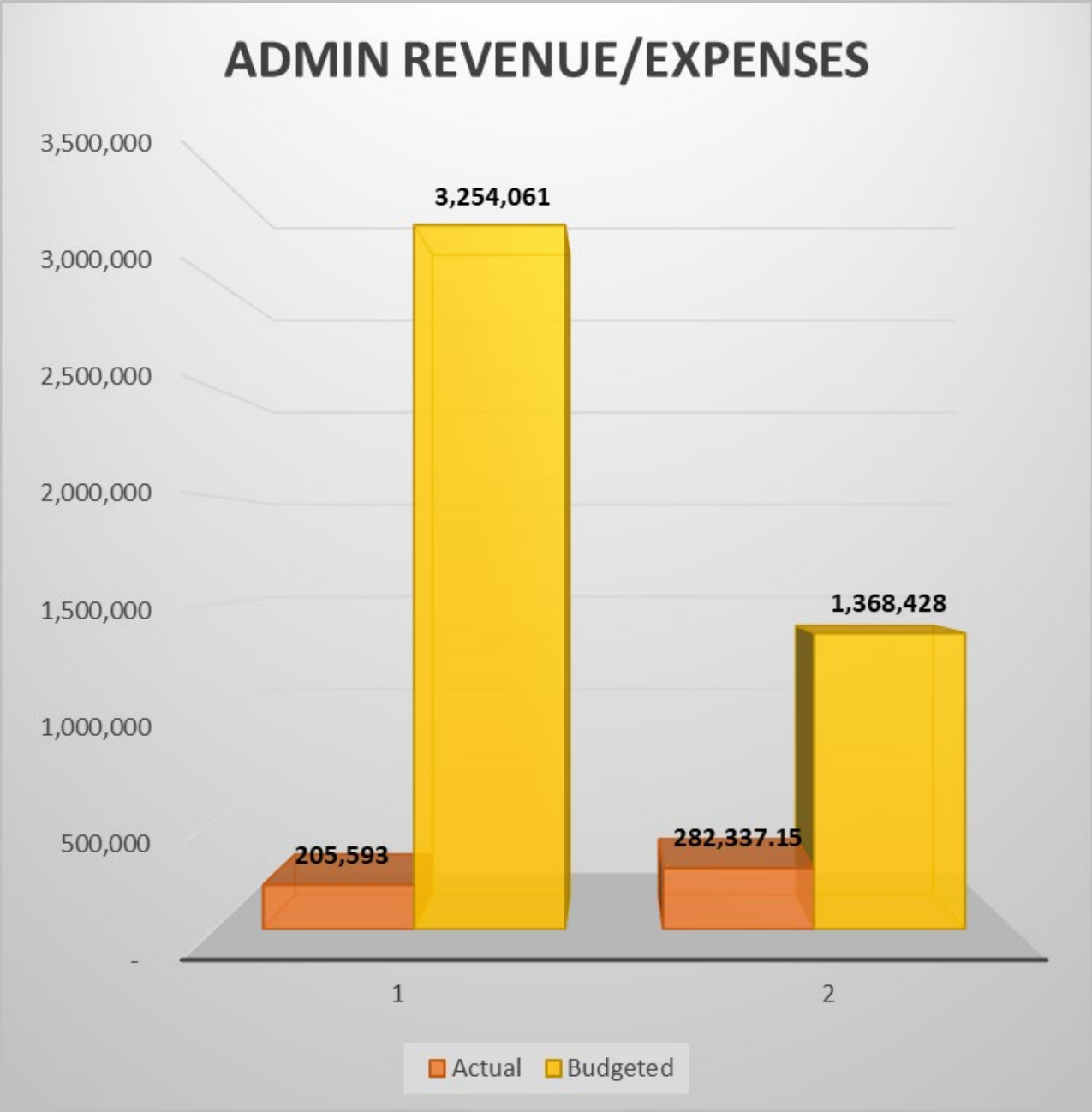
Operation
Funds
As of 1
August 2024

In Process Contracts

- Support Contracts
 - Architectural Design and Engineering
 - Electrical Support
 - IT Support
 - Landscaping and Lawn Care

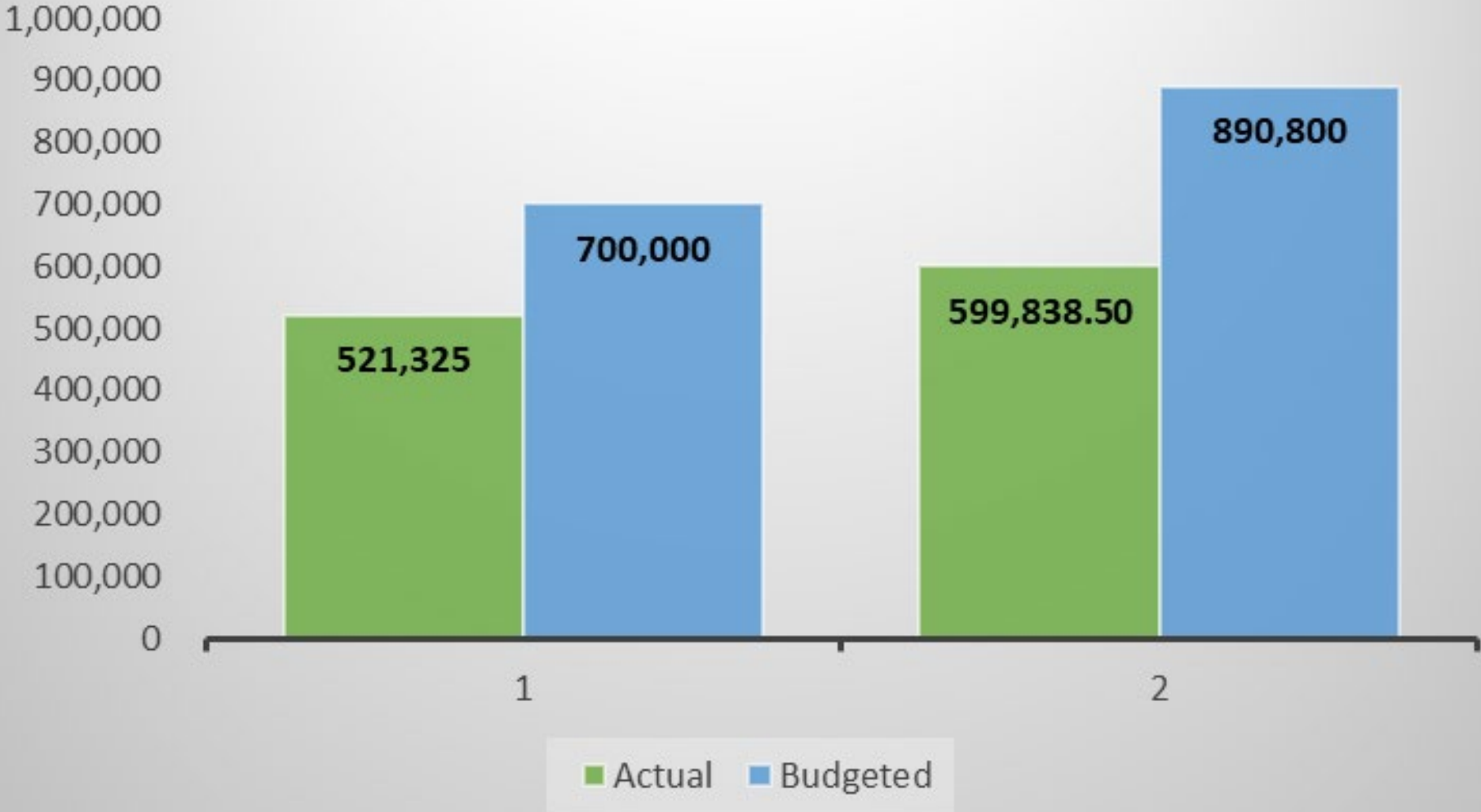
Financial Charts as of 7/31/2024

As of 07/31/2024

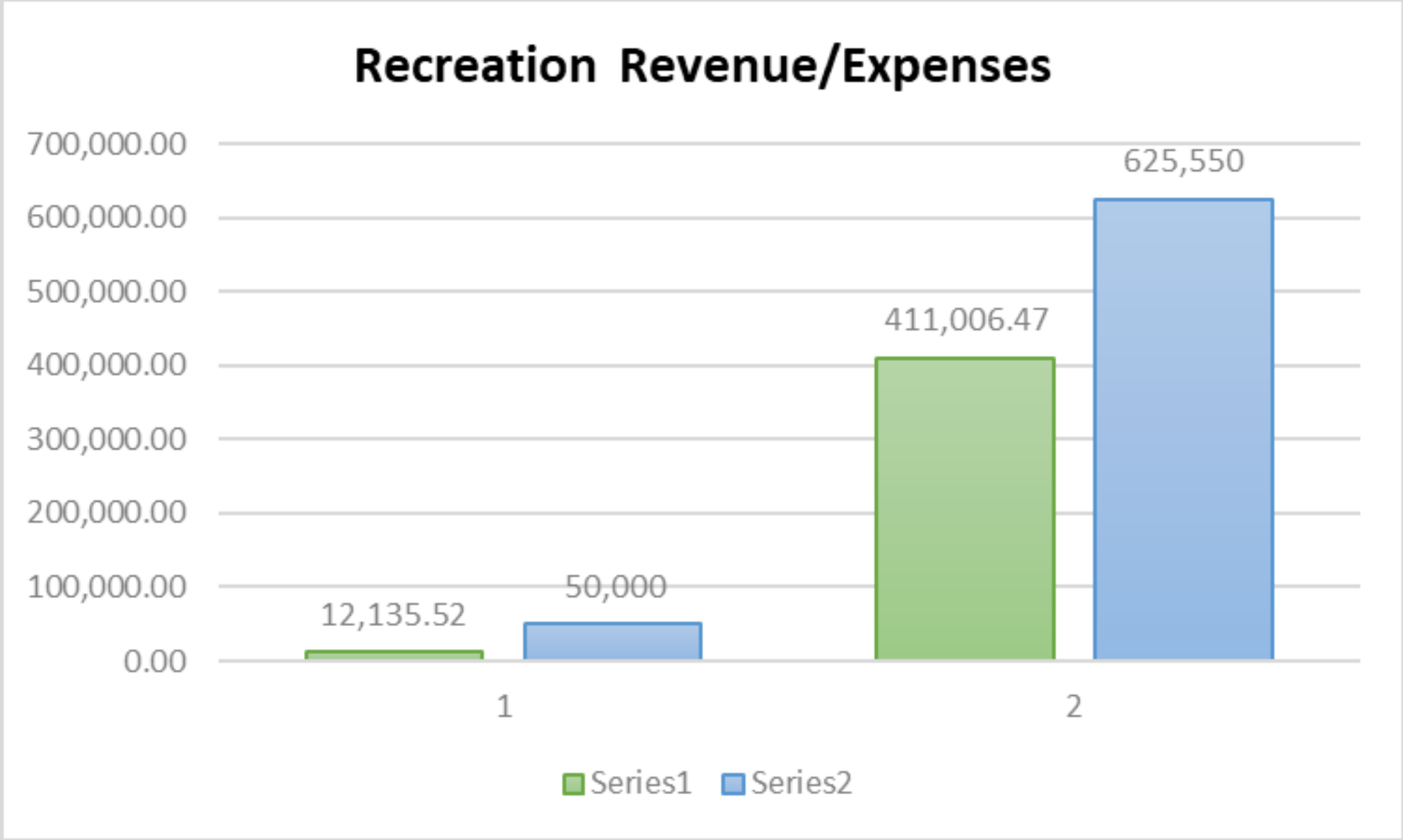


As of 07/31/2024

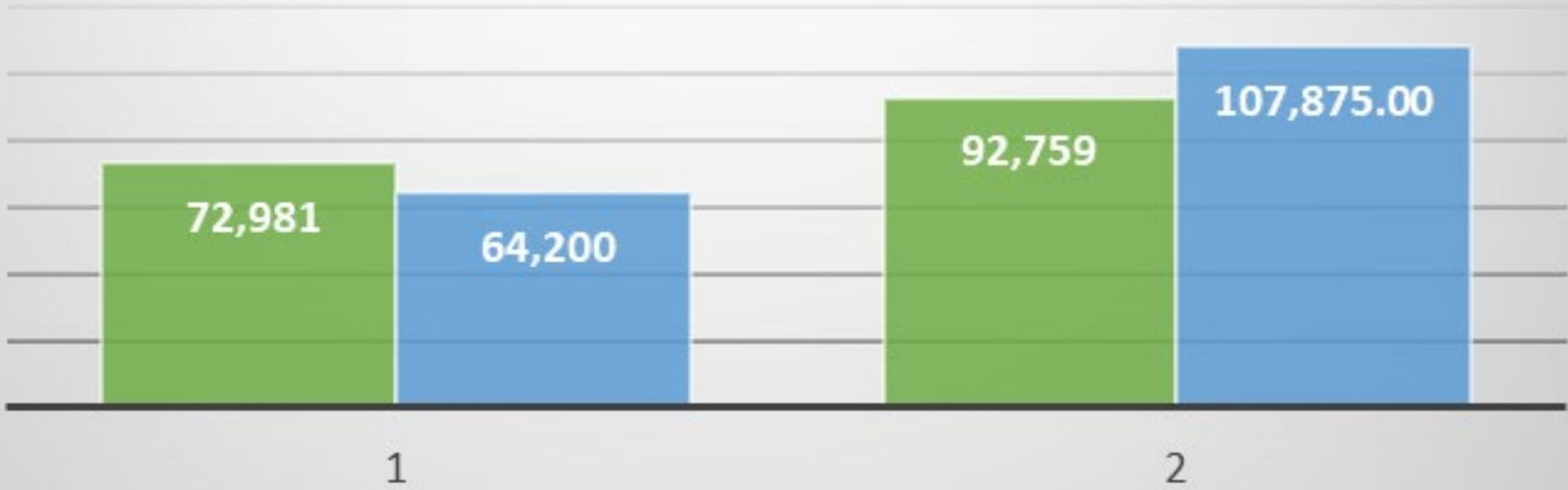
Golf Revenue/Expenses



As of 07/31/2024

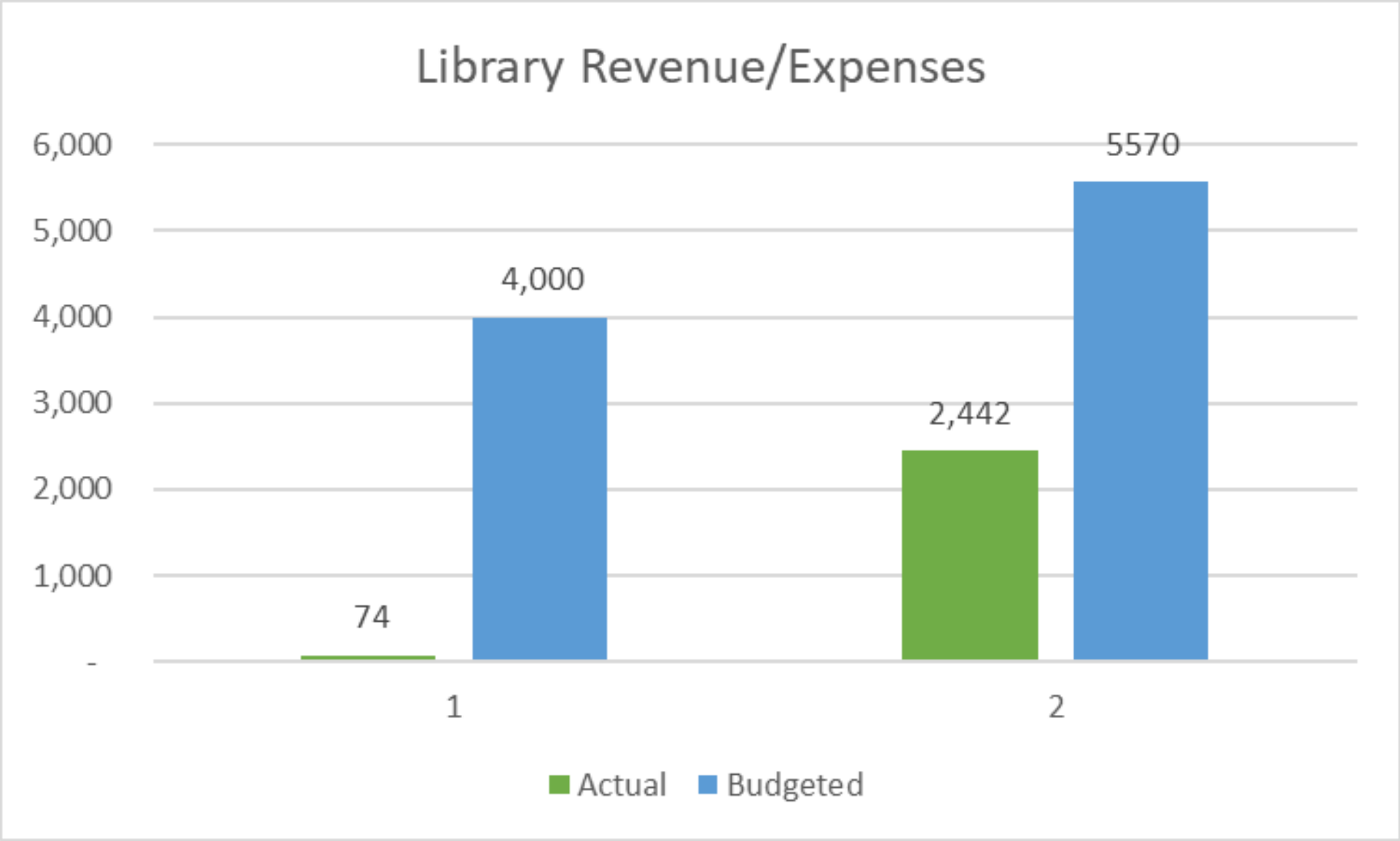


Pool Revenue/Expenses



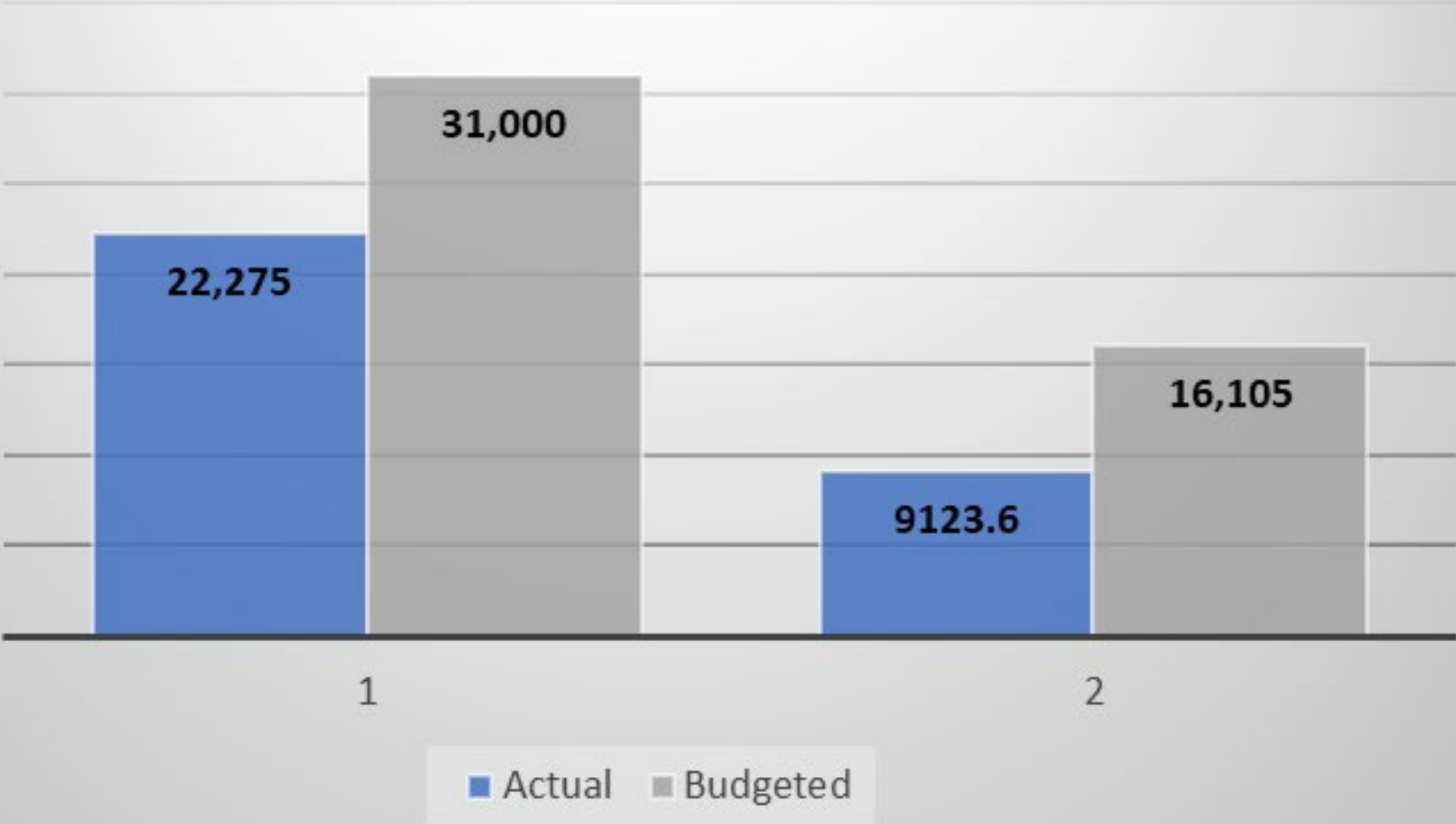
■ Actual ■ Budgeted

As of 07/31/2024



As of 07/31/2024

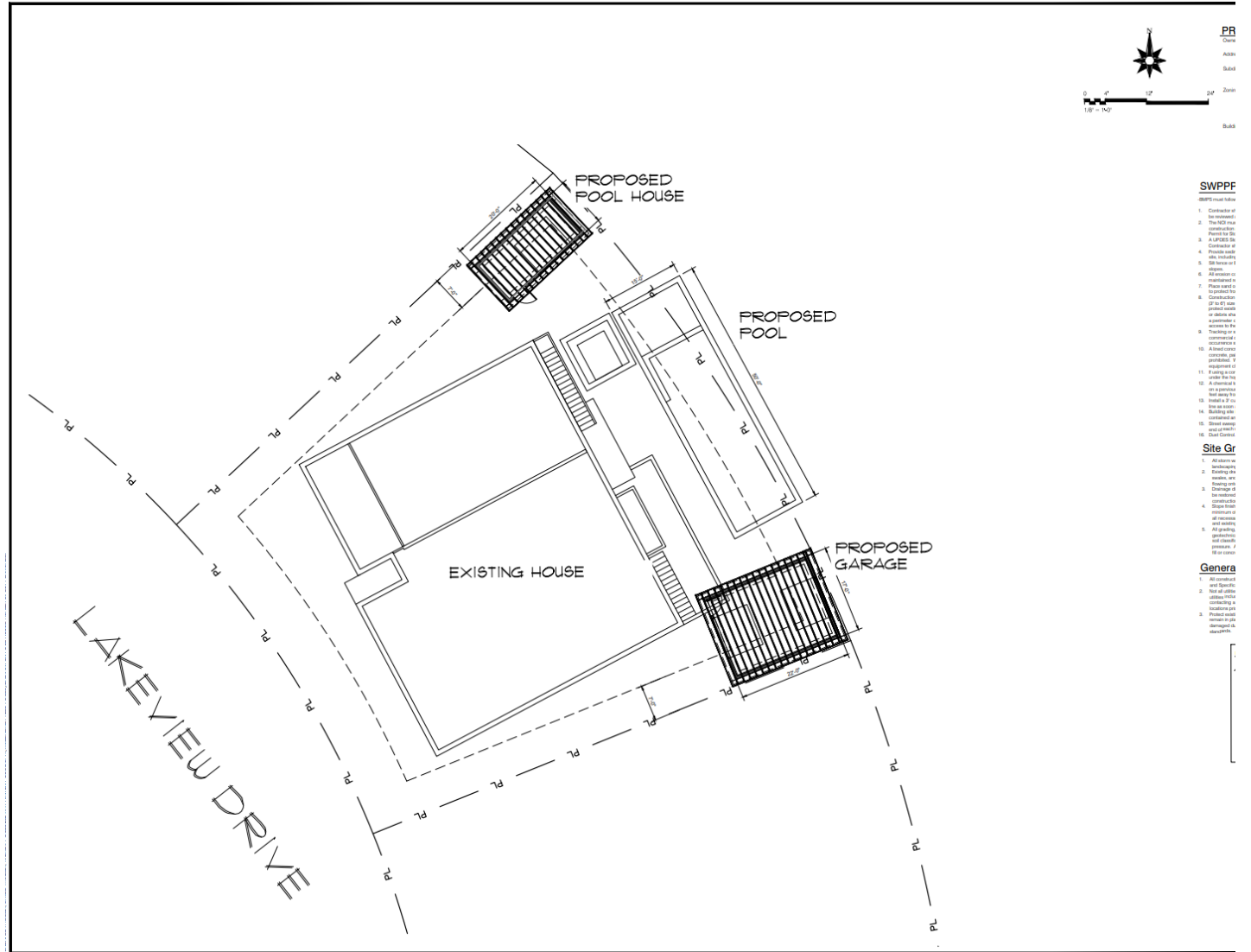
Cemetery Revenue/Expenses



Discussion about
granting
easement/sale of
property to Randall
Hinton



HINTON EASEMENT REQUEST 780 Lakeview



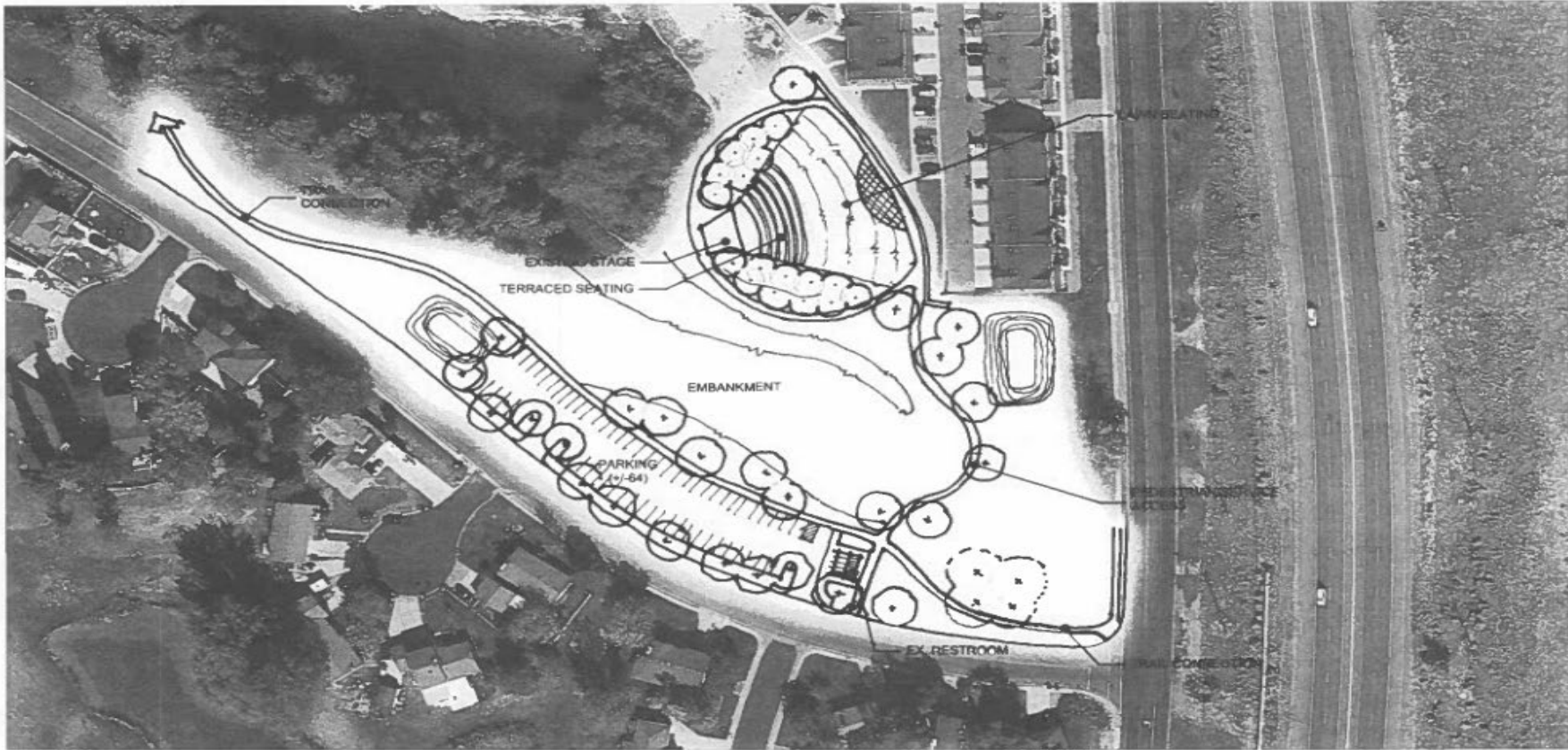
PR
City
Addr
Subd
Zone
Bas

- SWPPP**
1. Construction of the treatment...
 2. The SWPPP must be constructed...
 3. A SWPPP must be constructed...
 4. Construction of the treatment...
 5. The SWPPP must be constructed...
 6. All construction...
 7. Plans and a...
 8. Construction...
 9. The SWPPP must be constructed...
 10. All construction...
 11. Construction...
 12. A SWPPP must be constructed...
 13. The SWPPP must be constructed...
 14. Construction...
 15. The SWPPP must be constructed...
 16. Construction...

- Site Gr**
1. Construction...
 2. Construction...
 3. Construction...
 4. Construction...
 5. Construction...

- General**
1. Construction...
 2. Construction...
 3. Construction...

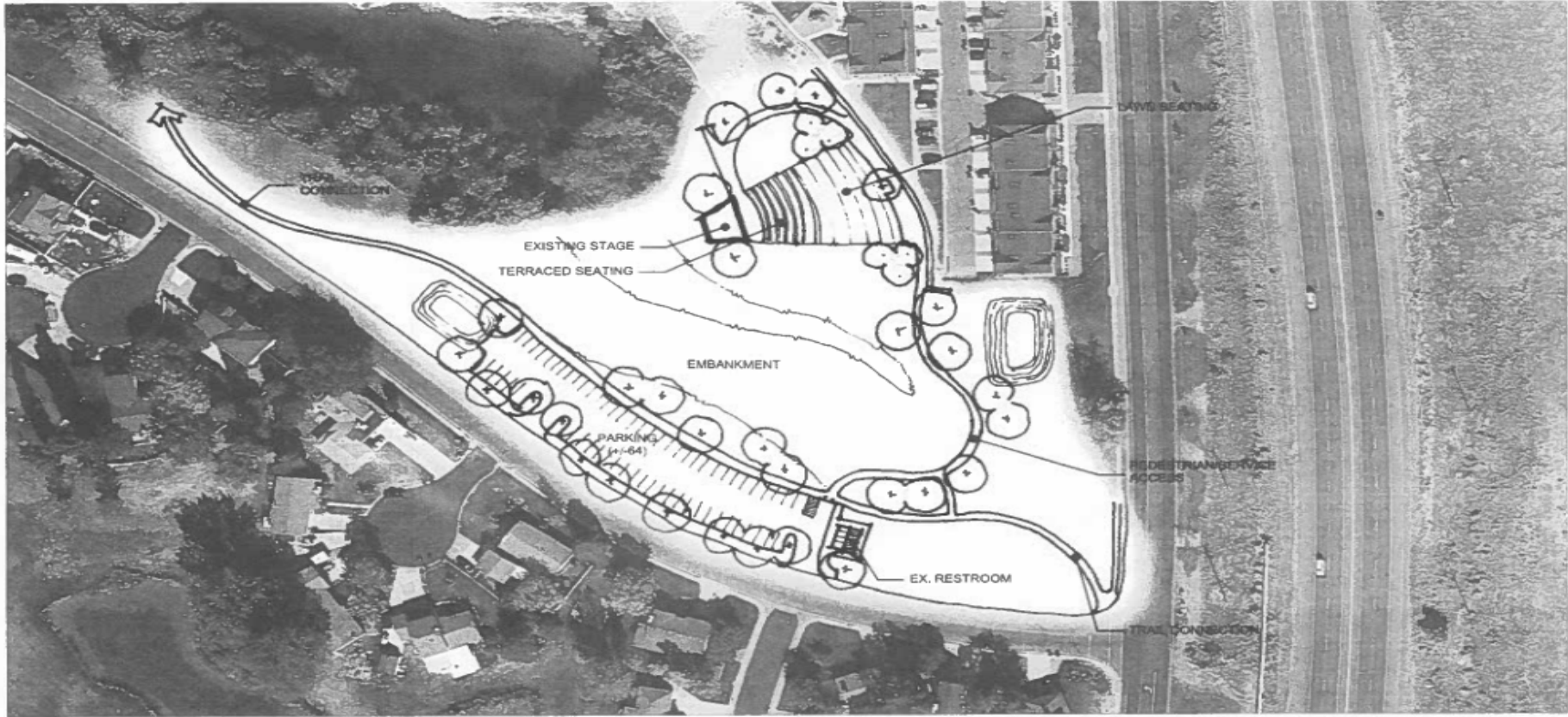
Future Use of the Amphitheatre



Mill Pond Master Plan & Design
option 1

7.23.2024





Mill Pond Master Plan & Design
option 2

7.23.2024



Committee Meeting Future Schedules

Committee Meeting Schedule

Work Meeting – 2nd Wednesday of the Month

Business Meeting – 4th Wednesday of the Month

Policy Committee Meeting

- 1st and 3rd Tuesday. 10 AM.

Capital Projects Planning Committee Meeting

- Currently 1st (and 3rd if needed) Tuesday. 5 PM
- Moving to 2nd Tuesday (4th if needed) Tuesday. 5 PM

Finance Committee

- 1st Wednesday of the Month. 6 PM
- ?

2024 Amended Budget

Board Approved Expenses

Capital Equipment

- Irrigation Repair
 - \$50,000 for Contractors
 - \$50,000 for Increased Hiring
- Mowers for Recreation - \$61,321
- Triplex Mowers - \$80,000
- Ventrac Deck (Repair of Ventrac Mower) - \$8,500

- Savings on Sprayers - \$30,000

Tax Revenue 2024 Budget

	Current YTD	Approved Annual Budget	Percent Used	Proposed Amended budget	Percent used/proposed amended budget	Estimate at Completion (EAC)	Variance at Completion (VAC)
Change In Net Position							
Revenue:							
Taxes							
4100 General property tax	2,687.02	2,993,061.00	0.09%	2,968,618.00	0.09%	2,968,618.00	(24,443.00)
4110 Fee in lieu of property tax	53,837.48	90,000.00	59.82%	90,000.00	59.82%	90,000.00	0.00
4115 Delinquent property taxes	16,636.06	10,000.00	166.36%	20,000.00	83.18%	20,000.00	10,000.00
Total Taxes	73,160.56	3,093,061.00	2.37%	3,078,618.00	2.38%	3,078,618.00	(14,443.00)

2024 Amended Budget Highlights

Operations

- Tax Revenue decreased by \$34,443
- Charges for Services Increased by \$35,103.59
- Miscellaneous Revenue Increased by \$21,078
- General Government Expenses Increased by \$18,720
- Recreation/Greenbelt – Increased by \$141,900
- Golf Course (Combined) – Decreased by \$31,750
- Pool Increased by \$28,470
- Cemetery Increased by \$1,000
- Project Management Increased by \$8,316
- Net Budget Change in Position - \$59,917.35
(Covered by Transfer from Appropriated Fund Balance Transfer Reduction)

2025 Budget

2025 Projected Costs

- Projected Personnel Cost - \$2,253,375
 - Increased costs to hire
 - Cost of Living Increase
 - More Benefited personnel for retention
- Capital Improvements - \$500,000
 - Critical Safety/Security Repairs - \$213,000
- New Equipment Purchases - \$679,000 Desired, \$354,000 Critical

2025 Staffing Projection

RECREATION/GREENBELT

Manager

Full Time

- Mechanic
- 2 Irrigation Tech II
- Facility Manager
- Gardner/Arborist

Seasonal

- 9 Groundskeepers
- 2 Irrigation Tech
- Lake Mower
- 2 Housekeepers

GOLF COURSE

Pro Shop

- Manager
- 2 Full Time
- 6 Seasonals

Greens

- Manager
- Full Time
 - 1 Irrigation Tech II
 - 1 Groundskeeper
- Seasonal
 - 1 Irrigation Tech
 - 4 Grounds Keeper

2025 Equipment

2025 Stansbury Service Agency Equipment - Approved				
Description	Estimated Amou	Purchase or Lease	Status	Notes
Greens				
3 Utility vehicle	40,000	Purchase		
1 Verticut Reels	9,000	Purchase		
1 Large Rough Mower	95,000	Lease		
Total	144,000			
Recreation				
Truck	50,000	Purchase		
2 Utility vehicle	30,000.00	Purchase		
Lake Boat Mower	110,000.00	Purchase		
Total	190,000			
Pool				
2 Diving Boards	15,000	Purchase		
Total	15,000			
	349,000.00			
2025 Stansbury Service Agency Equipment - Optional				
Ditch Witch	85,000.00	Purchase		
Tractor	30,000.00	Purchase		
Large Area Mower	185,000.00	Purchase		
Large Compressor	45,000.00	Purchase		
Total	345,000			
Grand Total	694,000			

Capital Expenses

	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			\$ 15,000.00			
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 Compliant system			\$ 10,000.00			
Replace Railing Around Gazebo				\$ 15,000.00		
Repair Railings in and around the pool/basketball area				\$ 4,500.00		
Install Security Cameras			\$ 3,000.00	\$ 5,000.00		
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				
	\$ 6,700.00	\$ 35,000.00	\$ 74,750.00	\$ 103,000.00	\$ -	\$ 219,450.00
Proshop Remodel - Add grill/kitchen	\$ 150,000.00					
Cemetery Survey/Development					\$ 75,000.00	
Mini Split Systems/Clubhouse			\$ 50,000.00			
Service Contract - AC/Furnace			\$ 6,000.00			
Total	\$ 150,000.00	\$ -	\$ 56,000.00	\$ -	\$ 75,000.00	\$ 281,000.00
Grand Total	\$ 500,450.00					

Board Member Reports and Concerns

Closed Session

DISCUSS LITIGATION

Adjourn

Other Income

Department	Actual	Budgeted	Reimbursable Grants	Amount
Miscellaneous	\$10,445.00	\$0.00	Tooele County Rec Grant (Library)	\$4,000.00
Charter Member	\$0.00	\$255.00	Tooele County Rec Grant (Shoreline)	\$35,000.00
Cell Tower Rental	\$6,292.00	\$10,000.00	UORG (Remaining)	\$99,483.00
Stansbury Days	\$17,186.00	\$15,000.00	Tooele County Trourism	\$15,000.00
Special Events Community	\$2,171.00	\$15,000.00		\$153,483.00
Food Trucks	\$14,090.00	\$0.00		
Property Rental	\$2,518.00	\$2,000.00		
Library	\$62.00	\$50.00		
Cemetary (Plots)	\$17,250.00	\$25,000.00		
Cemetery (Services)	\$5,025.00	\$6,000.00		
Boat Rental	\$20.00	\$50.00		
Tooele Co Grant	\$0.00	\$4,000.00		
UORG Grant	\$16,517.00			
	\$91,576.00	\$77,355.00		