



PUBLIC NOTICE is hereby given that the Stansbury Service Agency will hold a meeting that is open to the public on Wednesday, September 11th, 2024, at 7:00 pm at the Clubhouse, 1 Country Club Dr. Ste 1, Stansbury Park, Utah

Stansbury Service Agency Work Agenda

Date: Wednesday, September 11th, 2024

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

Time: 7:15PM

1. Call to Order
2. Roll Call
3. Review of Public Comments from the last meeting
4. General Manager Updates
 - a. Update on Millpond Park/Bathroom
 - b. Update on Shoreline Project
 - c. Update on Soundwall Trail Project
 - d. Phragmites Eradication Project
 - e. Review of 9-11 Day of Service Projects
 - f. Report on Damage at Porter Way Park
 - g. Current Operational Funding Status
5. Discussion Items
 - a. Update of Library Use and Summer Reading Program – Diane Schmidt, Library Board Chair
 - b. Discussion of Land Use Issues
 - i. Adopt a Greenbelt Program
 - ii. Future Land Use Discussion
 - c. Review of Purpose Statements for Policy Committee – Cassandra Arnell
 - d. Presentation of Policy Committee proposal for development of policy– JD Duval
 - e. Presentation of Process for Development of Budget – JD Duval
 - f. Presentation of Initial Draft 2025 Budget for Board Review
6. Board member reports and requests.
 - a. Open public comment session for individual Board Members to present final thoughts on any subject covered in the meeting, updates on individual projects not covered by the GM, concerns from residents and requests for future board actions.
7. Motion to go into closed session to discuss possible land acquisition.
8. Motion to close executive session and return to Work Meeting.
9. Motion to Adjourn

2025 Stansbury Service Agency Fund 10 Budget - Proposed

10 General Fund

Revenue:	<u>2025 Proposed</u>	<u>2024 Estimated</u>
Taxes		
4100 General Property tax	2,968,618	2,968,618.00
4110 Fee in lieu of property tax	90,000	90,000.00
4115 Delinquent property tax	30,000	30,000.00
Total Taxes	3,088,618	3,088,618

Intergovernmental revenue

4601 Tourism tax grant	10000	15,000
4602 Tooele Co Recreation Grant	0	0
4603 Emerging library grant	0	0
4604 LSTA Borrower Support grant	0	0
4605 Tooele Co Recreation Grant - Librar	4000	4,000
Total Intergovernmental Revenue	14,000	19,000

Charges For Services

4200 Clubhouse Rental	40,000	40000
4205 Small Conference Room	300	300
4210 Large Conference room	300	300
4215 Gazebo rental	1,600	1600
4220 Pavilion rental	2,000	2000
4225 Park rental Youth Sports	40,000	30000
4310 Swimming Pool Daily Admission Res	20,000	20000
4311 Swimming pool Season Pass	8,000	8000
4312 Swimming pool punch card	2,400	2400
4313 Swimming Pool Daily Admission No	700	700
4320 Swimming pool party rental	5,000	5000
4330 Swim Lessons	20,000	20000
4335 Swim teams	8,500	8500
4350 Pool Concessions	12,000	12000
4400 Golf Course	850,000	700000
4502 Library card	50	50
4503 Library Lost Book	0	0
4800 Cemetery Plots	25,000	25000
4801 Cemetery Plots transfer	0	0
4810 Cemetery services	6,000	6000
4950 Boat registration	20	40
Total Charges for services	1,041,870	881890

Interest

4140 Interest Income	51,000	51,000
Total Interest	51,000	51,000

Miscellaneous Revenue

4001 Charter Membership	254	254
4170 Miscellaneous	0	11,000
4175 Legal Settlement	0	0
4180 Cell tower rental	9,438	9,438
4250 Special Event Stansbury Days	15,000	15,000
4252 Park Event	0	300
4253 Special Event Community	3,000	3,000
4254 Food Trucks Revenue	25,000	25,000
4900 Property Rental	2,000	2,000
Total Miscellaneous Revenue	54,692	65,992

Contributions and transfers

6999 Fund Balance Appropriation	0	0
Total Revenue:	4,250,180	4,106,500

Expenditures:**General Government****Council**

50-110 Board Member Compensation	15,600	15,600
50-250 Keys	100	100
50-312 IT Expense	1,500	1,500
Total Cc Council	17,200	17,200

Account #**Total**

110 Salaries	604,960	482,800
115 Hourly	547,740	228,500
120 Seasonal	597,220	407,900
130 Benefits	0	0
131 FICA	119,975	91,393
132 Health Benefit	299,600	145,300
133 Retirement Benefit	158,500	87,255
134 Unemployment Insurance	28,200	17,335
135 Employee Incentive	3,000	1,200
210 Dues & Subscriptions	10,400	10,950
230 Mileage Reimbursement	3,570	2,820
240 Office Supplies & PPE	12,075	10,895
250 Maintenance	57,650	66,650
251 Irrigation Repairs & Maintenance	88,000	140,500
252 Equipment Repairs & Maintenance	76,000	73,000
253 Fertilizer & Chemical (2021 Postage)	77,000	56,000
254 Sand/soil/seeds/materials	24,000	24,000
255 Range Expense	7,500	9,000
256 Clubhouse Maintenance	20,000	20,500
257 Clubhouse Repairs	2,500	2,500

258 Housekeeping	3,500	3,500
259 Ice Shack Maintenance	800	800
260 Waste/Trash	9,200	9,200
261 Grave Digging	6,000	5,000
262 Trees Maintenance	500	500
263 Greenbelts Maintenance	500	500
264 Sports Fields Maintenance Wage	500	500
265 Sports Fields Maintenance	5,000	3,000
266 Parks Maintenance Wage	500	500
270 Electricity	45,700	46,200
271 Natural gas	16,500	15,500
272 Telephone, Internet	17,810	17,410
273 Water	125,270	101,900
274 Natural gas- Clubhouse	10,000	10,000
275 Electricity- Clubhouse	8,000	8,000
276 Water- Clubhouse	900	900
280 Fuel	39,000	38,000
310 Professional Services	42,000	35,000
311 Security	3,300	3,100
312 IT Expense	13,500	13,800
319 Food Truck Expenses	5,000	3,500
320 Community Outreach	10,500	10,000
321 Community Outreach Stansbury Da	30,000	30,000
322 Community Outreach Pageant	6,000	6,000
323 LSTA Borrower Support Grant Exper	0	0
324 Emerging Library Grant Expenses	0	0
325 Tooele Co Recreation Grant Library	0	4,000
326 Tourism Tax Grant Expenses	20,000	30,000
330 Training	13,700	7,000
410 Inventory food	66,000	34,000
415 Inventory non food	100,200	80,200
510 Insurance	55,000	45,000
530 Elections	16,000	5,998
610 Miscellaneous	5,500	5,470
620 Merchant fees	23,300	20,100
621 Bank fees	4,300	3,700
710 Land	0	10
740 Small tools under \$1,000	8,250	7,450
741 Equipment rental	128,800	84,700
810 Interest Expense	0	10
Total Administrative & Parks, Recreation, &	3,596,120	2,586,146
Transfers		
945 Transfers to Capital Projects	205,000	780,000
950 Fund Balance Appropriated	631,600	812,654
Total Transfers	836,600	1,592,654

Total Expenditures	4,432,720	4,178,800
Total Change in Net Position	-182,540	(72,300)

Draft

Age/Capability signage at park	\$600.00	Risk: Cleanliness/Ambiance						
Green Space at Schooner need to be leveled and resodded	\$1,000.00	Risk: compliance						
Need a replacement boat for weed mowing	\$160,000.00	Risk: Aesthetics/Damage to Surface						
Need lights in Tunnel	\$5,310.55	Risk: Operations						
Tunnel exterior sealing								
bathroom sealing to prevent graphitti								
	\$20,000.00	Risk Operations						
GOLF COURSE								
Backflow in golf course/greenbelt need to be installed								
Hole 3 water line repair	\$2,500.00	Risk: Compliance						
Weir repair behind hole 3	\$6,000	Risk Operations						
Pump house controls on Gordon Well need to be replaced/installed correctly		Risk : Operations						
Pipe water from Rabbit Ditch to back 9 pond		Risk Operations						
Restore pump in the Reserve to pump water.								
OTHER PARK AREAS								
Restore Geenbelts on lake fingers								
Xeriscape areas around the park								
Weather controllers on greenbelt sprinkling systems								
Restore Greenbelts around golf course.								
Rebuild of Millpond Bridge	\$1,500,000							
Water clarity issues on Lake and Golf course ponds.								
Replace sprinkler system on golf course	\$1,000,000.00	Risk: Compliance						
Fence the golf course outline course and prevent vehicle traffic								
Reinstall weather related control systems.								
	\$2,982,096.80							

Replace sprinkler system on golf course

Fence the golf course outline course and prevent vehicle traffic

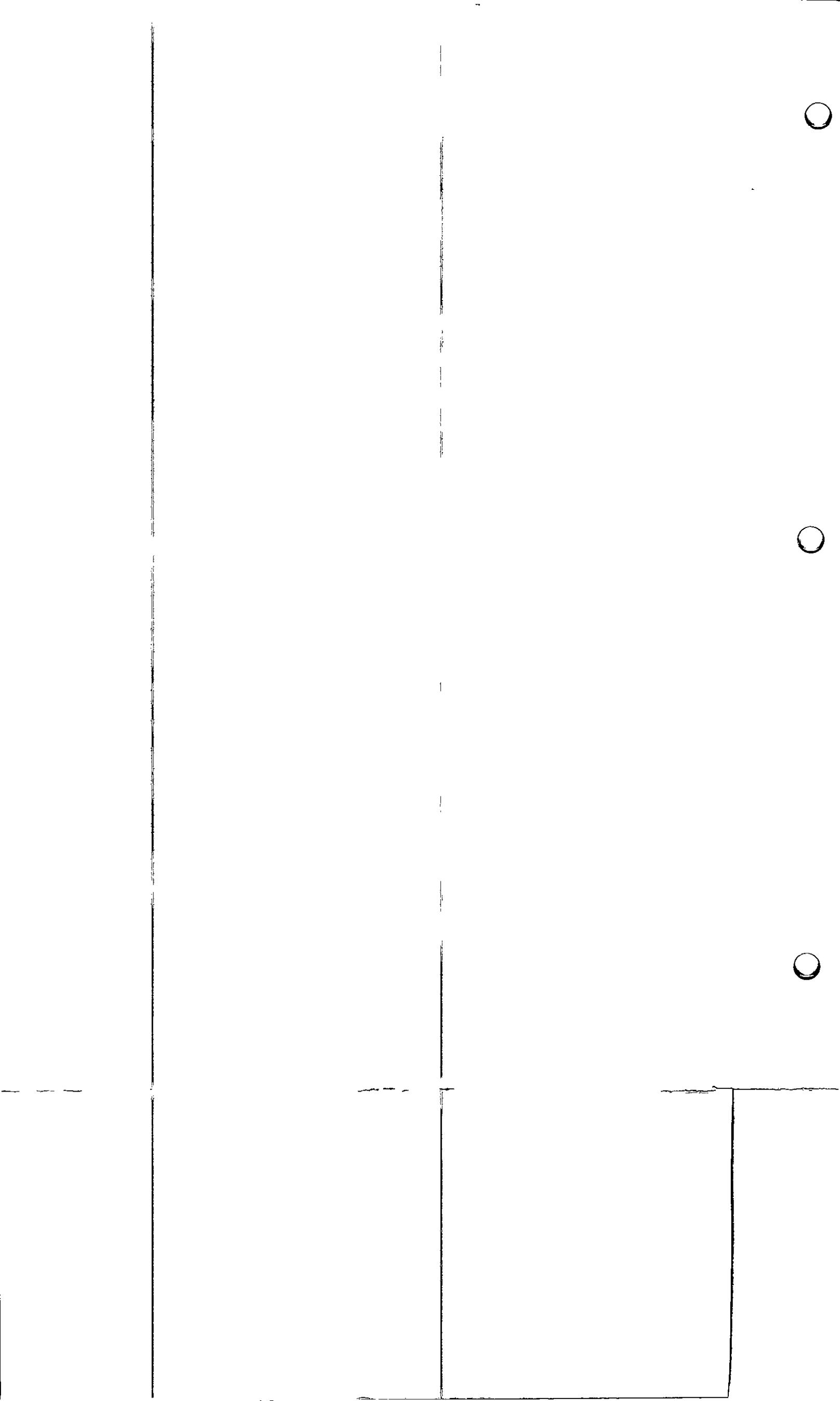
Reinstall weather related control systems.



Priority	Action	Proshop	Greens	Clubhouse	Parks	Cemetery
1	Fire Safety Inspection			\$ 750.00		
2	Clubhouse Fire Supression/warning system not functional			\$ 6,000.00		
3	Replace Master Breaker at Clubhouse			\$ 15,000.00		
4	Fire Suppression system not working in Pro Shop	\$ 4,700.00				
5	Add Wood Chips to Play Areas				\$ 32,000.00	
6	Replace/Repair Playground Equipment at Parks				\$ 40,000.00	
7	Overhead Windows Replaced/wooden framing seals replaced			\$ 10,000.00		
8	Repair Header Over Clubhouse Windows			\$ 20,000.00		
9	Convert Downstairs Doors to Fire Compliant system			\$ 10,000.00		
10	Replace Railing Around Gazebo				\$ 15,000.00	
11	Repair Railings in and around the pool/basketball area				\$ 4,500.00	
12	Install Security Cameras			\$ 3,000.00	\$ 5,000.00	
13	Add Lights to Tunnel				\$ 6,500.00	
14	AED	\$ 2,000.00				494,050
15	Replace/Repair Maintenance Building Roof				\$ 25,000.00	
16	Fixing Proshop Leaks	\$ 10,000.00				
17	Fix Entry Way Doors in Main Lobby and off pool.			\$ 10,000.00		281000
18	Entry Way Concrete Leaking into storage area below, Needs to be Replaced and Rebuilt			\$10,000		213,050
19	Reinstall weather related control systems (WeatherTrak)			\$5,000.00		
20	50-year test of suppression system			\$750.00		
		\$ 16,700.00		\$90,500.00	\$ 128,000.00	\$ 235,200.00
21	Proshop Remodel - Add grill/kitchen	\$ 150,000.00				
22	Cemetery Survey/Development	\$ 75,000.00				
23	Mini Split Systems/Clubhouse	\$ 50,000.00				
24	Service Contract - AC/Furnace	\$ 10,000.00				
25	North Side of Clubhouse Wall rebuilt/remediated/Sealed					
26	Roof Gutter Cleaned/Rebuilt					
27	Gutter Downspouts on Rear Deck Plugged, Cleaned, Replaced, and Stucco redone.					
28	Structure on outside wall of Back Deck damaged, leaking/Needs to be rebuilt/fixe					
29	Utility Area on South Side of Building in Disrepair/Needs to be rebuilt					
30	Outside Hose Fitting Leaking/Needs to be replaced					
31	Leak in lower level Storage area					
32	Leak in old Sauna, needs to be repaired before room can be repurposed					
33	Finish Decommissioning and Renovat Old Outside Bathrooms					
34	Rewire West Side of Building Lights and Electrical			\$25,000.00		
35	North end of Roof leaking					
36	Lights in Clubhouse need to be replaced					
37	Lights on north end of the clubhouse not working					
38	Install Escutcheons Around Sprinklers					
39	Rewire Can Lights in lower lobby					
40	Finish Drywall in Lower Men's Bathroom					
41	Replace light fixtures in upper men's bathroom					
42	Fix heating ducts in upper storage area					
43	Expand Table Storage Area Upstairs					
44	Set Up linen closet in upper area.					
45	Fix/Add lights in lower kitchen lights					
46	Update Lower great room light switches					
47	Map out breaker box					
48	Add a Rentable Items Cabinet upstairs					
49	Finish upgrade to Upstairs Sound system					
50	Set up mobile sound system					
51	Add ADA Ramp to Downstairs					

Sprinkler heads for Golf Course
Put Sprinklers on Weathertrak

\$ 35,000.00
\$2,500.00



- 52 Rebuild and landscape Roundel
- 53 Remove the remaining Acacia trees
- 54 Re-plant front of clubhouse
- 55 Light Deck beds
- 56 Install Steps by Flagpole
- 57 Light Flagpole
- 58 Upgrade Downstairs Sound System
- 59 Seal off/Repurpose Showers
- 60 Rewire in clubhouse
- 61 Change out Office Doors
- 62 HVAC Rework of clubhouse
- 63 Fix Drain in lower storage Room
- 64 Remove old Security System wiring (add new system if needed)
- 65 Repair Leak in North Office Wall
- 66 Roofing Repair
- 67 Replace towel dispensers in bathrooms
- 68 Repair door in outside under the stairwell storage.
- 69 Hook up vent to lower food prep area.
- 70 Railings above Utility area need to be replaced
- 71 Add Double Check Valves at Clubhouse
- 72 Parking lot Lighting at Clubhouse Parking Lot
- 73 Upgrade Camera systems at Clubhouse, Pro Shop, Pool, Maintenance Areas, Tunnel
- 84 Pool needs resurfacing
- 75 Pool Deck Needs to be repaired
- 76 Repair pool cracks/clean pool bottom
- 77 Need to rewire boiler power line to work on 240
- 78 Sport Courts by Clubhouse, Repair or Replace
- 79 Add Lighting and Electrical to Gazebo
- 80 Need a new washrack for golf cart area
- 81 Need cameras on cart area/Pro shop
- 82 Add Lighting to the Golf pavilion
- 83 Fix Outside Drain at Washrack
- 84 Shave and Raise Sidewalks at Various Sites around Park
- 85 Add Trash and Pet Station at Solomon
- 86 Age/Capability signage at park
- 87 Green Space at Schooner need to be leveled and resodded
- 88 Tunnel exterior sealing
- 89 bathroom sealing to prevent graphitti
- 90 Backflow in golf course/greenbelt need to be installed
- 91 Hole 3 water line repair
- 92 Weir repair behind hole 3
- 93 Pump house controls on Gordon Well need to be replaced/installed correctly
- 94 Pipe water from Rabbit Ditch to back 9 pond
- 95 Restore pump in the Reserve to pump water.
- 96 Restore Geenbelts on lake fingers
- 97 Xeriscape areas around the park
- 98 Weather controllers on greenbelt sprinkling systems
- 99 Restore Greenbelts around golf course.
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Capital Projects

Construction - General Fund	Year Req'd		
Replacement of Pool	2026		Recreation
Replacement of Bridge	2025		Recreation
Pro Shop Remodel	2026	\$150,000.00	Pro Shop
Cemetary Expansion	2026		Cemetary

Constrction - Impact Fees	Year Dev		
Millpond Park	2023-2025	TBD	Recreation
Oscarson Park	2025-2027	TBD	Recreation
Soundwall Trail	2025	\$134,000.00	Recreation
5 Acre Park	TBD	TBD	Recreation
3.8 Acre Park	TBD	TBD	Recreation
Millpond Trail	TBD	TBD	Recreation

Note: Projected \$500,000 from UDOT Grant

Equipment - General Fund	Priority	Number	Funding Req'd	Dept	
Lake Mowing Boat	1	1	\$160,000.00	Recreation	Purchase
Large Area Mower	3	3	\$185,000.00	Recreation	Purchase
Utility vehicle	1	3	\$40,000	Greens	Purchase
Verticut Reels	1	1	\$9,000.00	Greens	Purchase
Large Rough Mower	1	1	\$95,000.00	Greens	Lease
Truck	1	1	\$50,000.00	Recreation	Purchase
Utility Vehicles	1	2	\$30,000.00	Recreation	Purchase
Ice Machine	1	1	\$7,000.00	Pro Shop	Purchase
Diving Boards	1	2	\$15,000.00	Pool	Purchase
Ditch Witch	2	1	85,000.00	Recreation	Purchase
Tractor	3	1	30,000.00	Recreation	Purchase
Large Compressor	2	1	45,000.00	Recreation	Purchase



Project
Replacement of HVAC

Sustainment	
Proj. Year	funding
2026	\$50,000
2028	\$50,000
2030	\$50,000
2032	\$50,000

Curret Budget Allocation
\$50,000

Replacement of Clubhouse Carpet

2027 \$10,000



Contingency Funding

Target Funding Level	Current Balance	Current Year Allocation
TBD	\$0.00	\$0.00