
STANSBURY RECREATION SERVICE AREA CANDIDATE PACKET

- ❖ Stansbury Service Agency
 - History
 - Mission Statement
 - Core Values
 - Agency Government
 - Functions of the Board of Trustees
 - Principal Officers
 - Qualifications; Election and Term of Office
- ❖ Prospective Board Trustee Information
 - Trustee Election
 - Term of Office
 - Training
 - Conflicts of Interest
 - Schedule of Meetings for the Stansbury Service Agency Board of Directors.
- ❖ Important Dates
 - June 1 – 7, 2023 - Candidate filing period
 - July 3, 2023 – Deadline to submit the Candidate profile for the primary election
 - August 15, 2023 – Primary Election Day (if needed)
 - September 8, 2023 - Deadline to submit the Candidate profile for the general election
 - November 7, 2023 - General Election Day
 - 1st Stansbury Board Business Meeting of 2024– Sworn In
- ❖ Candidate Qualifications
- ❖ Declaration of Candidacy Instructions
- ❖ Sign Policy
- ❖ Approved Areas for Campaign Signs
- ❖ Declaration of Candidacy Form

STANSBURY SERVICE AGENCY (SSA)

History

Stansbury Park is a planned master community originally created in the late 1960s and located in unincorporated Tooele County. When the original developer went bankrupt, Stansbury Recreation Service Area and Stansbury Greenbelt Service Area were created by residents for the purposes of (1) providing recreation services and owning, operating, and maintaining the golf course, clubhouse, swimming pool, sailing lake, playgrounds, and all equipment, facilities, and grounds related to it; and (2) owning operating and maintaining the open space and greenbelt areas and all equipment, facilities, and grounds related to it. Stansbury Recreation Service Area and Stansbury Greenbelt Service Area are local government entities. They are accountable to the residents annexed into each service area who help support these service areas' mission through property tax. Originally, these service areas operated independently of each other until 1992, when Stansbury Service Agency was formed through an Interlocal agreement with Tooele County to provide operational management to both the Recreation and Greenbelt service areas.

Mission Statement

Our mission is to enrich the lives of the residents of Stansbury Park by providing (1) safe, welcoming parks and recreation facilities and (2) affordable, diverse recreation and cultural opportunities whereby people of all ages may play, learn, and interact.

Core Values

(1) We value Sustainability: balance environmental, economic, and equity concerns to set realistic program, infrastructure, and service levels. (2) We value Visionary leadership: respect the vision that built the park and recognize the need for ongoing leadership and flexibility in achieving excellence. (3) We value Safety: support safe and thriving environments for employees and residents. (4) Responsiveness and Innovation: anticipate and thoughtfully respond to diverse needs, continually improving and tailoring park and recreation services to changing needs. (5) Partnerships & Technology: continually evaluate existing and potential partnerships and technology to better serve the community.

Agency Government

The Board constitutes the policy-making body of the Agency. It is presently composed of three (3) trustees elected to the Stansbury Recreation Service Area and three (3) trustees elected to the Greenbelt Service Area by voters within the annexed boundaries of these areas.

Functions of the Board of Trustees

- A. The Board passes resolutions and policies, appropriates funds, and performs such other duties and responsibilities as are required of it or otherwise allowed by law.
- B. The Board establishes policy through broad policy directives and general task assignments of a goal-oriented nature.
- C. The Board reviews the General Manager's performance and establishes the General Manager's compensation level annually.
- D. In every case, the will of the Board shall be expressed by a majority vote of a quorum of the Board. No statement or act of any individual member of the Board shall be viewed as the will of the Board.
- E. The Board will review this document annually, or as it otherwise determines is appropriate, to ensure that it is pertinent and current.

Qualifications; Election and Term of Office

- A. Election. At the Annual Meeting, the Board shall choose one of its members as Chair of the Board and others as Clerk and Treasurer, who may or may not be members of the Board. The offices of the Chair, Treasurer, and Clerk may not be held by the same person.
- B. Term. The officers shall serve until the next Annual Meeting.

PROSPECTIVE BOARD TRUSTEE INFORMATION

Trustee Election

Trustees are elected in conformance with the laws of the State of Utah.

Term of Office

- A. The term of each elected Trustee shall begin at noon on January 1 following the member's election. The term of each appointed Trustee shall begin immediately upon appointment.
- B. The term of each elected Trustee shall be four years (if appointed, the term of each appointed Trustee shall be the remaining term to which the Trustee is appointed).
- C. Each Trustee shall serve until a successor is duly elected or appointed and qualified unless the member is removed from office, resigns, or otherwise leaves office.
- D. A Trustee is not limited in the number of terms the member may serve.

Training

Each member of the Board shall complete training as prescribed by statute. This includes: (1) Within one year of appointment/election (and reappointment/reelection), each Trustee must complete the Local District & Special Service District Board Member Training provided by the Utah State Auditor. (2) Annually, each Trustee must complete Utah Open & Public Meetings Act training.

Conflicts of Interest

Trustees are required to disclose actual and potential conflicts of interest between their public duties and private interests.

Schedule of meeting for Stansbury Service Agency Board of Directors

The Stansbury Service Agency Board of Directors holds 24 regular meetings per year. A schedule of meetings with specific dates is adopted by the Board of Directors at the beginning of each year based on the following schedule:

- ❖ Regular Meeting:
 - Work Meeting – on the 2nd Wednesday of the month
 - Business Meeting – on the 4th Wednesday of the month

Recreation and Greenbelt Service Area - as determined by the Board of Trustees
Committee Meetings – as determined by the Committees

CANDIDATE QUALIFICATIONSⁱ

All Candidates must meet the following qualifications to be included on the ballot:

- ❖ A citizen of the United States.
- ❖ A resident of Utah.
- ❖ Will be at least 18 on the date of the election.
- ❖ Must reside within the annexed areas of Stansbury Recreation Service Area for 12 consecutive months immediately before the election date.
- ❖ Maintain a principal place of residence within the annexed areas of Stansbury Greenbelt Service Area during the Trustee's term in office.
- ❖ Not convicted of a felony.

DECLARATION OF CANDIDACY INSTRUCTIONS

Information about the Declaration of Candidacy:

- ❖ Applications must be submitted to the Stansbury Service Agency's clerk, in person, between June 1, 2023, and June 7, 2023, from 8:00 am – 4:00 pm, Monday – Friday. No late submissions will be accepted.
- ❖ The Applicant's name provided on the Declaration of Candidacy form will be the name listed on the ballot.
- ❖ As all election updates and other official communications during the election cycle will be communicated to the Applicant through the email address provided on the Declaration of Candidacy form, please verify that the email address listed is correct.

Elections:

If three or more applicants apply for an open position, a primary election will be held on August 15, 2023. If less than three applicants submit a Declaration of Candidacy, no primary election will be held, and the Candidate will be decided solely in the general election held on November 7, 2023.

Candidate Profile:

Candidates are encouraged to provide a profile to the Vote Utah website for public access. Information and dates to submit the profile are listed below:

Dates to submit a candidate profile:

- ❖ Primary Election Candidates – July 3, 2023, at 5:00 pm (MST)
- ❖ General Election Candidates – September 8, 2023, at 5:00 pm (MST)

Posting the Candidate profile:

You should have received a unique PIN a couple weeks after you declared your candidacy. It would have been emailed to you through the email address provided on your declaration of candidacy. Templates for candidate profiles are located on the website: vote.utah.gov.

Please save your completed candidate profile as a PDF and submit it via email to elections@utah.gov. It is recommended to type your candidate message in Microsoft Word to determine the 200-word count, as the Election office will not accept any messages over 200 words per [20A-7-801\(4\)](#).

Include your name, the office you are running for, and your PIN in the subject line. An email will be sent once the elections office has received your candidate profile.

The review process will take approximately 2 weeks following the submission deadline. If your profile is rejected during the review process, you will have 10 days to correct the issues with the profile and resubmit it to the elections office.

SIGN POLICY

Campaign signs may be posted according to Stansbury Service Agency's policies and as directed below:

- ❖ All signs must be approved by the Stansbury Service Agency management prior to being placed on Service Agency Property.
- ❖ A map of approved areas where signs are allowed is included in this packet. Signs will be removed if they are not in the approved areas.
- ❖ Campaign signs may be placed on the Agency property only in the right of ways and the green spaces. Campaign signs are prohibited from being placed at any Service Agency park or facility. Campaign signs may be placed 30 days prior to a general election and must be removed within 5 days following the election. Campaign signs are limited to no more than 10 per Candidate.
- ❖ Per Utah code, signs of any kind are prohibited from being placed on utility poles, traffic signs, or other state-owned property.
- ❖ Signs may not be more than 4'x6' in size without written approval from the Stansbury Service Agency management approves them
- ❖ Signs must be placed 2 feet from the roadway and cannot obstruct any view for motorists.

ⁱ see Utah Code §20A-2-101