

Stansbury Service Agency Minutes

Date: Wednesday, May 14th, 2025

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

Time: 7:00 PM

Order of Business

1. Call to Order by Brett Palmer at 7:00 PM
2. Roll Call
 - a. Board Members
 - i. Cassandra Arnell – present
 - ii. John Wright – present
 - iii. Kyle Shields – present
 - iv. John Duval – present
 - v. Ammon Jacobsmeyer – present
 - vi. Brett Palmer – present
 - b. Staff
 - i. James Hanzelka – present
 - ii. Ingrid Swenson – present
 - iii. Shawn Chidester – present
3. Pledge of Allegiance led by Kyle Shields
4. Presentation of Independent Auditor's 2024 Report by Jon Haderlie
 - a. Audit report first letter (page 1). The first two paragraphs outline the auditor's opinion, which is an unmodified or unqualified opinion, or a clean opinion. There was no need to modify or audit the report for anything the auditor couldn't resolve or couldn't test the balances for. The second paragraph outlines the standards the auditor must follow. The third section is about the Service Agency management and the Board. The financial statements are the Service Agency's responsibility, and the Service Agency takes responsibility for them. If conditions or events arise during the year that create concerns must disclose that to the auditor along with the financial analysis of how that concern will be overcome. The next section is the Auditor's Responsibilities. The relationship between the Service Agency and the auditor has to be based on skeptical professionalism to scrutinize everything. No matter what previous conversations have occurred between management and the auditor, the team is looking solely at the financial statements, the numbers, and testing the numbers through different means. Then, the team looks at the risk of material misstatements and identifies any significant risks. Next, the team looks at internal controls, including if the Service Agency has controls, and if they are functioning. If controls have been implemented but not followed through with, then it doesn't matter if the Service Agency has them. The auditor looks at the appropriateness of the Service Agency's accounting principles to make sure that GASB (Governmental Accounting Standards Board) principles are being followed and that the Service Agency understands and knows how to do the books. The last point the auditor looks for is conditions or events that they think may potentially affect the Service Agency's continuation.
 - b. Required supplementary information (page 32). There are two sections of required supplementary information with the financial statements: the statement of net position and the statement of activities. Those sections are considered unaudited because they are not part of the basic financial statements,



but GASB requires that these statements always accompany the financial statements to provide better readability and understandability. If more dialogue is preferred over the numbers, the management's discussion analysis has a lot more information and comparative data between this year and last year, whereas the financial statements just present data as of December 31, 2024.

- c. Internal control over financial reporting and on compliance and other matters (page 39). This letter outlines that the auditor performed the audit in accordance with government auditing standards because the Service Agency is a government entity. There are certain differences between a traditional business or nonprofit and government. Government entities require additional assessments as part of the testing. One addition is internal controls. The auditor did not test them enough to give an opinion on the financial statements, but the auditor did test them enough to make sure that nothing is happening to cause misstatements in the financial statements. That's where the auditor typically sees a material weakness or a significant deficiency, usually due to a control factor that's not working or functioning properly that's causing errors in the financial statements or in the financial reporting system. If that occurs, the auditor requires that the Service Agency correct that. If it's not corrected before the auditor finds it in the audit, then that's where findings will typically rise to the level of a material weakness or a significant deficiency. None of these were found.
- d. Compliance and report on internal control over compliance as required by the state audit guide (page 40). The state auditor's office issues a compliance guide every year on areas that they either deem important or critical as far as Utah state code. The auditor tests the Service Agency's compliance with that guide. This year, the auditor was required to test budget integrity, the government fees that the Service Agency charges, fund balance- making sure that the general fund has the minimum balance and that the maximum is not exceeded, and that the other funds maintain a positive fund balance, and fraud risk assessment. The auditor gives an unmodified or unqualified opinion on the Service Agency's compliance that's specific to these areas.
- e. Communication with those charged with governance (insert). This is information the auditor is required to communicate with the Service Agency at the close of an audit. It is not a part of the financial statements. The first section relates to the auditor's responsibility in relation to the financial statement audit, as well as the plan, scope, and timing of the audit. This information is all in the engagement letter, which is why an engagement letter is signed. The explanation for the Compliance with Ethical Requirements Regarding Independence section. We are required to be independent of the Service Agency. This requirement is not just for the audit team who come to work on this, but the entire office, as well as the firm. This independent requirement exists for Larson and Company to be the auditors. That responsibility lies with the partner of the auditing firm to make sure they are compliant. The explanation for the Significant Risks section. All the audits are risk-based, particularly depending on the size of the entity. There are specific risks that the auditor identifies going into the audit. This has nothing to do with anything the auditor discovered as part of performing the audit. This has to do with items the auditor automatically identifies: a. because the Service Agency is a government entity, b. because the Service Agency deals with public funds, and c. because of significant issues that come up regularly with entities similar to the Service Agency. The first risk is improper revenue recognition. The auditor must recognize improper revenue recognition as a risk and test for it, no matter what type of entity the Service Agency is. The second risk is Cash Disbursements. The Service Agency is a public entity. Cash needs to be spent in appropriate ways. Sometimes restricted money is collected, such as Impact Fees, and those funds having to be spent a certain way becomes a significant risk. The third risk is Management's Bias. In the financial notes and the information that the Service Agency presents to the auditor, bias can be created in the way things are worded. One example would be that there might not



be a favorable outcome, but the wording makes it seem favorable, which is building bias into the financial statements. The Service Agency's disclosures must be neutral and clear to paint a true picture.

- f. John Duvall asked if these three risk points represent a common systemic problem of findings across entities. Jon Haderlie replied that these are not findings, but areas that typically rise to levels of significant risk. He gave cash as the example of easy misappropriation that the auditor can test for. John Duval determined that these are not categories unique to the Service Agency, and that this isn't the comprehensive list but the top three risk items. The auditor plans for and performs specific tests for these risks to make sure that they aren't occurring in the Service Agency.
- g. Ammon Jacobsmeyer asked for clarification on the fact that the auditor did not find any corrected material. Jon Haderlie said that was correct. He also said that, based on the tests they performed, specific to these areas, they did not find any uncorrected misstatements in the financial statements being caused by these risks.
- h. There's always estimates in the financial statements as allowance for doubtful accounts, depreciation, or anything to do with the URS, because dealing with actuaries is never 100% accurate when forecasting for future events. What we are required to do as auditors is look at what estimates are in the financial statements to make sure they're consistent and reasonable. We find out your methodology for how you came up with your numbers to understand and be able to agree with the basis of your estimates. We also ask how you come up with the depreciation, like asking if you do a standard 10%, so we can make sure that your asset lives are in accordance with GAAP and that you're using straight line depreciation. We check that the estimates are consistent over time to reduce large fluctuations of financial data that may result from changes in the estimates.
- i. There weren't any difficulties in the audit. The books are improving every year. The auditor has consistent conversations with Ingrid (Swenson) about the software, which proves that the right questions are being asked rather than leaving issues too long. There weren't any disagreements with management. There weren't any uncorrected misstatements. The audit report was unmodified. A letter was requested for management representation that signifies that the Service Agency is forthcoming and honest with all the information the auditor is required to have. The auditor is required by their standards to have the letter as proof that nothing is being hidden that could potentially change the auditor's opinion. If there's a disagreement, or a need to address a certain situation in the financial statements or in the financial records, the Service Agency has the right to consult with a third-party audit firm. The current auditor must be informed that the Service Agency is talking to that third party, so they may present their understanding of the code. Once an agreement has been reached, then the audit can move forward.
- j. There were no state compliance findings, and the Service Agency was not out of compliance with anything. The auditor is waiting for Ingrid to reupload the fraud risk assessment. There were no issues there, no internal control findings for this year, so the auditor deemed this another good year. Better controls are being implemented, and Jim (Hanzelka) and Ingrid (Swenson) are making sure they're following the new accounting principles.
- k. Ammon Jacobsmeyer sought clarification that this was a positive result. Jon Haderlie agreed that it was a positive result, and a clean one.

5. GM Updates

a. Update on operations

- i. Sprinklers. (The green section on the slide shows the online locations. The pink section on the slide shows the locations running on their own.) There are 19 locations on the Weather Track System, including two new systems that were in place but were restarted on the online system



this year. Everything is online except for the two at Sagers, because it has a line break. Once that is fixed, all of them will be online and functional. There are 14 locations with Weather Track Systems in place that are running on their own like a normal residential system would run. We want to get those added to the online system, because it facilitates operations more quickly. Weather Track can run as a stand-alone system, but if everything is brought online, we could access or shut down the system remotely. It's more operator friendly if we don't have to come in to shut it down. We can also set schedules and such more easily. Kyle Shields adds that the biggest benefit is maintenance. The maintenance crew can use a phone to turn the system on, see what needs to be fixed, fix it, and turn it off. John Wright requested clarification that the estimate to bring these 14 locations online would be about \$4,600. Jim Hanzelka confirmed that this was correct. We are in the process of deciding which locations should be brought online. The only one that isn't in the current plans is Woodland Greenbelt, because it is running on a completely different system. For it to be brought online, it would have to be rebuilt. The others will only take a flip of a switch at the provider.

- ii. Irrigation. Some of the irrigation issues are off Dawn's View Road. We have discovered many of these where the junction was kludged together, which is why it failed. The replaced system has clean joints. There is still an issue under the road somewhere that we're trying to figure out how to fix. For the most part, we fixed that part of the break. The other major line break is at Sagers Park. Once again, we're running into a lot of systems that we have to fix that were pieced together poorly. The only way to solve this is to go in and replace all the lines with current, updated good lines, but that's cost prohibitive. That means that when we do start-ups, and throughout the year, there are going to be hiccups as we must go in and replace anything that's bad. The other issue that crops up this time of year is sprinkler heads that are damaged over the course of the winter from people riding bikes, hitting them with golf clubs, or whatever else. The example is from Porter Way Park, where the sprinkler adjustments were made this year.
- iii. John Duval says that a while back, maybe last year, we talked about heads breaking and then we also talked about a heavy-duty type of head that is used in certain applications like on the golf course. He asked if this is the most cost-optimized approach. Then he stated that these are inexpensive heads being pulled out, but the ones he's referring to are more expensive. He asked if we are still optimizing spending by replacing the heads this way that get damaged every year. Jim Hanzelka replied that the short answer is yes. The problem with the bigger heads is they have a different application. The current ones cover zones. A smaller version doesn't exist. Kyle Shields adds that a little more expensive head could be used. If problems are occurring because of people turning them and they are 6504's, this will strip the gear. There is an 80-0-5 that goes around in circles, so it can't be stripped. He suggests using the second model if it will reduce replacements but adds that they're expensive. He also says that employees or staff members should be checking the date code on the parts to find out if the heads are still under the 5-year warranty. If that date code is within the five years, it can be exchanged. Jim Hanzelka confirms that is the reason the parts are saved.



- iv. Vandalism and damage. (Jim Hanzelka shows photos of damage happening to parks, bathrooms, and the golf course.) The damage to the golf course happened overnight, the night before the meeting at the 12th green on the golf course. Stansbury was relatively vandalism-free last year, but there is already a lot of vandalism and damage happening this year. We contact the police to give them a report when these things occur. The value we supplied as a replacement for that repair is \$5,000. They're looking for the individual(s), but without public help or information, we're not likely to catch anyone. The only way to stop this is to shut off access points to the course, which is expensive. Kyle Shields asked about security cameras. Jim Hanzelka said that the problem with that is unless we have a police force that's responsive enough to receive an alert and respond immediately, it's difficult to prosecute. An example was given of a case that happened two years ago, where the person was caught from a tip, there was video, but the parents swore he was at home. The county attorney elected not to pursue the charge. John Wright asked if the damage was caused by a 4x4 based on the tracks. Jim Hanzelka guesses that it is a side-by-side vehicle. Ammon Jacobsmeyer requested a post about the vandalism and damage.
- v. The bathrooms at the parks are experiencing a lot of damage. We have replaced 3 or 4 of the outer, louvered doors, which are quite expensive. There's only a single source of replacement for those doors. There have been many counts of vandalism, with people kicking in doors, jamming things in toilets and sinks, littering all over the floors, and covering surfaces with graffiti. One of the new announcement boards that were just put up a month ago to tell people who has the park reserved was vandalized at Parkview. John Wright asked if most of this has happened in the last thirty days. Ammon Jacobsmeyer asked which parks are seeing the damage. Jim Hanzelka answered that the damage has been in the last month and that Village and Parkview have been damaged extensively. He offered to provide the Board with a list. The Board discussed the nature of the damage, concluding that these are just senseless acts. Trash bags were wrapped around the can, then they took another filled trash bag and stuck it in. A screw was broken so they could pull the sign down. The bottom line is that this takes staff away from doing their regular jobs to repair all this and keep it up-to-date. This began the minute Village Park opened. The day after it opened was a Friday. After school, we received a call from a neighbor telling us that there were kids on the bathroom building roof. We went down there to find that they'd knocked soap dispensers off and damaged the inside of the bathrooms.
- vi. This seems to be a continual thing, but we don't know how we're going to control it unless we try to use cameras or come up with another type of control. Even fake cameras or posted signs about monitoring are an option. The damage has been much more significant this year than last year. This has become a huge expense. The other problem is that the way we staffed this year did not account for them filling holes or divots or fixing the damage and vandalism. The facilities crew is primarily taking on this responsibility. We may need to look at a staffing adjustment next year. John Duval said vandalism is a variable activity. Since it is undeterminable, and Jim Hanzelka said that this was not expected or accounted for by the Agency, John Duval wanted to know if the cost is being isolated so the Board will be able to do an assessment. Jim Hanzelka



said that it was not done for this meeting but could be done. The Board members agreed that this would be valuable so that it could be addressed for next year's budgeting. The suggestion was made that vandalism could be a supplemental category.

- vii. John Wright suggested creating and posting reward signs immediately around Stansbury, as well as posting on the website or social media. John Duval said that he thinks it's important that the public knows that part of their taxes are going towards fixing this. He's hoping to see a surge of support or awareness to get help from the community. John Wright agreed, saying that the public ought to know that the kids are the ones doing this. John Duval expressed that he would like to see a neighborhood watch type concept created and thought it would be more likely if they recognize that they're paying for this out of their own taxes. The Board liked the idea of offering a reward for information like they have in the past. Jim Hanzelka agreed to examine these recommendations.
- viii. Mowing schedule. There is a mowing map showing the schedule for when each area will be mowed. The same map was used last year, but there were less crew members, so mowing was done every other week. This year, we're back on schedule with mowing once a week. A mow crew lead position was created whose job is to follow up on the work the crew is doing. We're getting better results with that additional supervision because most of the parks are in pretty good shape.
- ix. In some cases where areas were missed, they have been added to the schedule.
- x. There have been far less customer complaints this year than last year. The biggest issue so far has been dandelions. We started spraying at one end of the park and are working our way to the other end. We're on the third load of dandelion killer approximately. Someone from the upper end of Village had called and questioned what we were doing about the dandelions. Jim Hanzelka told her that they were being dealt with. About a week later, she called again and said that they appreciated that we got those because the area looks so much better.
- xi. John Duval asked about the Adopt-a-Greenbelt Program and how that has been working. Jim Hanzelka responded that it was tabled because some people were going beyond caring for those spaces and trying to claim them. There are still some of those active. Jim also suggested a program called Volunteers in Parks, or VIP's, where they help clean up parks like the Adopt-a-Greenbelt concept. Our volunteer force is extremely low this year, especially compared to last year. Maybe this is because people assume that we've had a lot more tax dollars, so we don't need volunteers. We still need help to move everything along. In fact, we did not do the lake cleanup we normally do because we had no volunteers to do it. Glenn Oscarson with the cemetery was hoping to do a volunteer project and he didn't get any volunteers this year, either. We probably need to stress that we could still use volunteers.
- xii. Cassandra Arnell asked about the new plants and beautification happening all over and who is doing that. Jim Hanzelka told her that the person in charge of that is Mary Wilson. He said that she has gone through her whole budget in about two months just buying stuff for these areas. Jim then said that Mary moves fast, and suggested they visit Solomon Park to see the results of her project. Someone had come out to do edging, some sprinkler lines were rerouted for low



flow for plants, and then she got some plants and trees to be planted by a youth volunteer and his group for a youth project. There is a solid contrast to what it looked like before. Prior to Mary working on Solomon, a volunteer went through and cleaned out all the weeds about three or four weeks ago. Periodically, we have youth groups, church groups or whomever volunteering. We are trying Just Serve to get some volunteers, as well.

- xiii. Cassandra Arnell then asked about the weeds in places where there are rocks and no plants, like on the island and some of the green belts. This was a problem last year. She wanted to know what the plan is for this year. Jim Hanzelka replied that we do spray, which is a short-term solution, but that Mary said to create a long-term effect means pulling them. That's the goal now.

- xiv. Pool updates.

1. The staff has been hired and we hired a new pool manager. The staff has been hired and is being trained.
2. Lifeguard training in progress. The lifeguard training is going well.
3. Pool start up. We are still having an issue, so we called the vendor to help us flip the switch correctly. (We did lose some resident knowledge in hiring a new manager.)
4. Significant sign-ups already. We opened up registration on May 6, and by May 10, the second session of swim team was already full.
5. Looking to open pool Memorial Day weekend. John Wright questioned the times listed on the sign posted outside of the pool. Jim Hanzelka said that the times are different from last year because of the new manager's scheduling. John wanted to know why the pool is closing early. Jim said that there were complaints about not having adult swim times, so the evening was set aside for those. That would also be when people could reserve the pool for parties. Jim agreed to verify what was posted on the sign.

- xv. Other updates. The vendor just completed repairs on all the fire suppression sprinkler systems on the clubhouse and the pro shop which were in the contract. We think there still needs to be some work done in the cart area to provide additional suppression there.

- xvi. Security cameras. Security cameras are operational. Two of them are in the conference room. Everyone be aware that we are recording this meeting so we can see how that system works as a recording process.

- xvii. Mary Wilson is working on the clubhouse area, Solomon Park, and the cemetery. She's also concentrating on the horseshoe in front of the clubhouse entrance. We had all of the hardware to install a little bubbling rock fountain. She found a vendor to do that and that should be in by Memorial Day. We're also looking at several smaller projects around the park that would be between \$5,000 to \$10,000. These would be projects that we can use as filler work if we have funds and time available, once they are codified and have dollar values attached, they will be passed through the various boards and committees to discuss how we want to prioritize those.

- b. Update on capital projects

- i. Millpond Park. The latest version of the drawings are at the County and were vetted through the planning committee. They have some additional suggestions that we will try to include when we



go out for contract. The goal is to put that out by the end of the month so we can move forward during the summer.

- ii. Soundwall Trail. The Soundwall Trail proposal is still at UDOT for review. They have not responded, despite several queries.
- iii. Shoreline Improvements. We are waiting on an updated estimate and schedule from the contractor for the Shoreline Project. There is an updated requirement on the dock that a contractor will fix. There were several discussions between us, the contractor and his architect about the location.
 1. Received additional \$35,000 grant. We received a grant from the County to help finish the Shoreline Project. John Duval asked if we anticipated this grant or budgeted it as potential revenue. Jim Hanzelka answered that it was not in the budget as potential revenue, because we never assumed that the County would give us any money. We can use this to offset our part of the build fee.
- iv. Woodland Park bids. Woodland Park is out for bids. We are doing a walk-through tomorrow and the bids are due on the 26th.
- v. Parkview, Sagers, Gateway and Ponderosa fix contracts initiated. Some are waiting on parts, which is an estimated time of June.
- vi. Overhead windows bid update. We have bids back for the overhead windows, and they should fall within the budget, pending the cost for the lift. The three bids that came back range from \$39,000 to \$76,000. The original bidder is somewhere in the middle of that. The lower end of those bids fit within the budget, while the higher end one is significantly over. Once we know we have received all the bids, we'll vet them to determine what is appropriate. This lower bid also includes the tile work, while a lot of the other bids don't, so we're concerned that it might be too low. We'll know more when we dig through the bids to assess them.
- vii. Maintenance building roof bid update. We also have some bids back on the maintenance building roof. The lowest bid is \$25,000, with an upcharge if they have to build any structural underneath which we think they will. That bid should fall within the budget for that building, as well. The same thing will happen with these bids once we get them back. We'll vet them all to see what the differences are and then see if there's an issue with that bid being too low.
- viii. UORG Grants
 1. Received \$250,000 for bridge rebuild. We did get a \$250,000 grant for the bridge. Kyle Shields asked if this was planned for or not in the budget. Jim Hanzelka answered that it was not planned because we don't know if we will execute it this year. It is a 28-month grant. We receive the money as a reimbursement of expenditure.
 2. Millpond parking lot and Woodland playground not funded. We submitted two grants to the state which were not approved. One was the Woodland Park buildout, and the other one was the parking lot.
 3. Received a \$4,000 grant to upgrade disc golf at Porter Way. Cassandra Arnell applied for this grant at the last minute. We got this grant, as well.



4. Grant writers and grant results. Jim Hanzelka says that there are a lot of projects moving forward, which is positive. Brett Palmer asked who wrote the grant for the shoreline improvements, which was Jim Hanzelka. Brett then asked who wrote the grant for the bridge, which was Shawn Chidester. Shawn also wrote two others that were not awarded, including the parking lot. The parking lot grant was rewritten and submitted again, but that didn't work out. Jim Hanzelka said that we did well on the grant cycle for not having professional help. All of the Board members said thank you, it's a job well done, and it's a lot of money. They also said the updates were really good news.

Discussion Items

1. Greenbelts, parks, golf course: irrigation and general maintenance. Brett Palmer said thank you to Jim Hanzelka for bringing the mow schedule to the Board. He continued to say that he feels like the Agency has been doing a much better job because of the staff. However, to Cassandra's point, the Agency will still keep getting complaints because it feels like things just can't happen fast enough for them. He pointed out the comments on Facebook like "The Service Agency doesn't maintain our grass. It's growing tall and never mowed. It's always yellow." Brett said that he wanted to open up the discussion with the Board for recommendations or to get a feel for "how we can get on top of this, because my sincere desire is that we do the job we have a responsibility for to the public to maintain those areas." The areas he's seen look really good, but there's still lots of improvement needed. He wanted to open up general conversations.
 - a. Brett asked if Stansbury is fully staffed. Jim Hanzelka answered that we are short two people, but we're sufficiently staffed. We are not necessarily looking to staff the open spots. John Duval asked what kind of positions they are. Jim Hanzelka said that one is an irrigation spot, but we hired someone to fill one of the temporary spots. We hired two experienced people to come in as full-time positions. There's a strong crew of 33 people. Jim thought that more training would create better value, so he is looking for ways to expand that. The other spot is the mow person for the golf course. The slow start that happened with trying to get part-time mowers back meant that extra time was spent on hiring.
 - b. We are receiving less comments than last year. The main issues are voles, dandelions and gnats. We don't spray for gnats, but we did contact the mosquito abatement district and they are going to be laying that down in a trial area like Sagers, because that's the park that triggered the most complaints. People were asking about us watering when it's raining, not understanding the logistics of having a system on battery-operated timers. John Wright asked if complaints have been centered around issues that have been neglected or low priority, issues that were done wrong or related to a failure, or due to understaffing. Jim Hanzelka said there have been struggles in the past with maintaining the Greenbelt, so one improvement doesn't change the things people perceive to be wrong.
 - c. Mary Wilson has planted grass seed in some dead areas to try to revive them. We figured the best place to start improvements was the clubhouse, so that it will look nice and inviting, and then spiral out from there. We're working on places near the pickleball courts on Porter Way, hoping to see some growth.
 - d. We focused on the baseline for staff, then expanded when we found that we could make it work. For example, we terminated the contract with the people coming to clean the clubhouse and hired our own facilities crew. That also meant that we didn't have to pull any of the grounds crew, so they have more time for projects like putting down wood chips everywhere we need them. The tasks are never-ending maintenance and upkeep, so we are working to have people take care of constant work like dealing with



weeds around the golf course and its ponds. We also intend to pull the trees that are starting to grow in the ponds before they get too big. As needs arise for irrigation and upkeep, or other similar tasks, we will adjust the staffing as well as monitor where we can free up or reallocate resources for next year.

- e. In discussing the grass clippings, we have prioritized our budget to take care of bigger issues, such as repairs, and don't want to reach the point where $\frac{3}{4}$ of our budget goes to picking up grass clippings because it is so time consuming. Just mowing 400 acres is a lot. If the Board wants to spend resources on this, that can be decided for next year but it was not included in the budget for this year. The higher algae levels may be affected by the grass clippings. People fertilizing adds to the issues of the lake.
 - f. The weed mower has been out for a month. He picks up an average of 4 dump truck loads a day. This should be showing a major improvement for those that live on the lake. The water quality was poor at the start of this year, but has been improving fast.
 - g. We have stated in the lake management plan the main purpose of the manual harvest. We have the main reason for harvesting lake weeds and raking filamentous algae is the removal of the nutrients, mainly phosphorus and nitrogen, that are bound organically in them. The removal of the biomass, so not just cuttings, decreases the possibility of organic sediment buildup caused by partially digested organic matter. The cost of necessary equipment and required man hours is high for harvesting, but it can remove the weeds that have reached the surface of the water and improve the aesthetics and recreation. The harvesting equipment doesn't collect all the plant material that is cut, and working in the finger areas increases labor costs.
 - h. The suggestion is made that we could make videos to educate people more effectively on how to care for the lake.
 - i. There is some large mowing equipment not currently being used that could make the process more efficient. Jim Hanzelka said that the trailer doesn't properly haul that equipment, so we would need to rectify that to be able to haul the equipment.
 - j. As areas turn brown with the rainy season passing, the problems in the irrigation system will begin to show.
 - k. A scorecard could be used for each of the areas to measure how the area and the staff are performing. The overall feeling is that we are doing much better, there are vast improvements, and that we are making solid progress.
 - l. The question was asked about whether zeroscaping is really less work instead of different work. Jim Hanzelka said that we followed the proper procedures for zeroscaping, so we will be measuring the outcome of those projects in terms of maintenance and labor. He added that Mary (Wilson) is not looking at zeroscaping, but low water-required ground. This includes using native plants.
2. Treating phosphorus on golf course ponds to control algae growth and treating part of the lake
 - a. The pond treatment would use lanthanum compound.
 - b. Broad Fork recommends contracting with them for the treatment.
 - i. The cost would be similar whether we buy the chemical and do it ourselves or we do the contract.
 - ii. The cost for four treatments from June to September is \$1000 per month.
 - iii. The cost of a 55-gallon drum of Lanthanum is \$4,000.
 - c. The next step is to set up the contract and site visit.
 3. Discuss Special Event Policy



- a. We initially had policies in place based on Tooele County's policies, but decided that many items didn't fit our concept. Because people come wanting to use the property for private events, vendors want to sell or provide services, or hold public events, we decided to establish reasonable and uniform regulations governing the time, place and manner of holding special events on Service Agency properties, such as the public park, in order to promote and protect the public health, safety and general welfare while honoring constitutionally protected speech and assembly. The main thing we need to approve is the policy and I think we can leave like the application and the checklist and some of those more appendix-like documents to management. We also decided to create new checklists and a better detailed approach to handling special events. Much of this is new compared to what we were doing before. They used to have to come before the Board for approval. We put the bulk of that in the hands of the management team. Now they are the ones who have to approve it through the Agency, then acquire the permits and insurance, and accept the accountability for the event.
4. Public comments
 - a. Steve Lempp- 22 Lakeview. The resident brought up the topic of night fishing along the Greenbelt. There was a lot of late-night activity last year, even at midnight. We are only a couple months in so far this year, and there is a lot of activity again. People are out at midnight, 1 am, a long time after dark, fishing and making a lot of noise. Lots of neighbors have mentioned the noise issues. He has gone over to these groups, who are drinking beer and are older people, to talk to them about the noise they're making. He told one group that he had called the sheriff because he thought there was an accident.
 - b. During the day is fine, kids or adults, but people shouldn't be there at night. The location is in the Greenbelt all over the way with the water outlet. It seems to be well known that the fishing is better near the outlet pipe, which is why it attracts so many people and gains so much attention. The issues with this also include parking, because they take up the entire street and restrict movement.
 - c. Golf course issues are also brought up to point out the broader parking issues in the community. The two categories people are violating are parking all over the street or anywhere they can and the residents who park on the sidewalks all the time on the green and greenways. There are also concerns of people who are crossing the street getting hit by an oncoming car.
 - d. Suggestion is that signs be posted around the lake and in the community about fishing rules, parking, trespassing and noise ordinances so they are easier to enforce.
 - e. Brett Palmer thanks Steve for his comments and requests that Jim Hanzelka continue to work with Steve. Then Jim can come back to the board to present some recommendations.

Action

1. 2025.05.01 A
 - a. Possible board approval of the 2024 Financial Audit
 - Motion to approve with the adjustment of "city" being changed to "entity" on page 16 made by Kyle Shields. Seconded by John Duval.
 - Vote as follows:
Cassandra Arnell – yea; John Wright – yea; Kyle Shields – yea; Ammon Jacobsmeyer – yea; John Duval – yea; Brett Palmer – yea.
 - Motion passed unanimously.
2. 2025.05.02 A
 - a. Board Review and Possible Approval of April 9, 2025, Minutes

- Motion to approve made by Ammon Jacobsmeyer. Seconded by Kyle Shields.
 - Vote as follows:
Cassandra Arnell – yea; John Wright – abstain; Kyle Shields – yea; Ammon Jacobsmeyer – yea; Brett Palmer – abstain; John Duval – yea.
 - Motion passed.
3. 2025.05.03 A
- a. Board Review and Possible Approval of April 23, 2025, Minutes
 - Motion to approve made by Cassandra Arnell. Seconded by Ammon Jacobsmeyer.
 - Vote as follows:
Cassandra Arnell – yea; John Wright – yea; Kyle Shields – yea; Ammon Jacobsmeyer – yea; John Duval – abstain; Brett Palmer – yea.
 - Motion passed.
4. 2025.05.04 A
- a. Possible approval of Special Events Policy
 - Motion to approve the Special Events Policy with the required attachments and applications as a complete document made by John Wright. Seconded by Ammon Jacobsmeyer.
 - Vote as follows:
Cassandra Arnell – yea; John Wright – yea; Kyle Shields – yea; Ammon Jacobsmeyer – yea; John Duval – yea; Brett Palmer – yea.
 - Motion passed unanimously.

Board member reports and requests

Open 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.

1. Cassandra Arnell said that she was excited to see signs posted with community events happening.
2. John Wright mentioned that he's hoping to see the priority level rising for putting lights in the tunnel. It's been two years. He also said that a resident sent pictures to him about bad tree-trimming, blaming Stansbury Service Agency for leaving jobs unfinished and doing the jobs poorly. Jim Hanzelka said that it was not the Agency's work, but then the whole Board agreed that it's a typical reflection of the community perception and they would like to change that. John then asked about the updates on the dock. Jim Hanzelka said that the redesign is almost done for a better quality dock. John brought up the no parking plan. He also praised the weed boat operation. He expressed frustration that Mill Pond isn't being looked at by the County. John inquired about the pool sign and the sound panels. Jim Hanzelka said that they have been listed for sale. John asked about the pipe near pond 6, and discussion ensued about installing clean outs during the winter to help clear out pipes. He asked for clarification on when food trucks would be scheduled. Lastly, he checked in on the easter egg hunt, which went well.
3. Kyle Shields added that he appreciated Kenny, the weed boat operator, who has also made numerous small repairs on the boat. He said thank you to all staff for doing their jobs. John Wright added that he thinks the newsletter is better reflecting what the Board would like to see. Kyle said he appreciated Jim Hanzelka for letting him do training with the irrigation techs. Because visual and hands-on training are the best types of training for irrigation, he was able to find issues at the cemetery that needed to be addressed to get his points across. John Wright stressed checking the diving boards for all the components including the retaining plate before installing them. Kyle thanked everyone again for all they do for the great community that we live in. He mentioned that volunteer numbers were down.



4. John Duval requested that the Board take a formal vote on the candidate packet.
5. Ammon Jacobsmeyer said that the dock going in is a chance to ensure that there are signs that it's for swimming only, no fishing. John Wright adds that the buoys are supposed to be installed, and Ammon responded that all the signs and buoys must go up with the dock on day one. He asked about putting in large boulders or rocks to help with shoreline improvement aesthetics. Ammon mentioned that the pageant has not had anyone sign up, and is hoping to see participation after school gets out.

Brett Palmer said thank you again, just to echo sentiments that have been expressed. He said thank you to the staff and Board, and acknowledged that a lot of things they do go unsaid, but that we do appreciate your efforts.

Motion to Adjourn

Motion to adjourn made by Ammon Jacobsmeyer. Seconded by Kyle Shields.

Vote as follows:

Cassandra Arnell – yea; John Wright – yea; Kyle Shields – yea; Ammon Jacobsmeyer – yea; John Duval – yea; Brett Palmer – yea.

Motion passed.

Meeting adjourned at 10:23 PM.

The content of these minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

Approved this 11th day of June, 2025.

Brett Palmer, Stansbury Service Agency Board Chair

