



**STANSBURY PARK IMPROVEMENT DISTRICT
30 PLAZA, STANSBURY PARK, UTAH 84074
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**BOARD MEETING MINUTES
May 19, 2026**

CALL TO ORDER:

The Stansbury Park Improvement District Board of Trustees meeting was held at the Oquirrh Mill building, 30 Plaza, on the above date. Mr. Clegg called the meeting to order at 4:03 p.m.

ATTENDANCE:

Jacob Clegg, Board Chair; Judy Desmond, Trustee; Bryan Mansell, Trustee, joined via phone; Brett Palmer, District Manager; Brendan Thorpe, Ward Engineering Group; Cami Thorpe, Minutes.

STREAMLINE – ADA COMPLIANT WITH DOC ACCESS:

Mr. Palmer explained that the office staff have been working with the company who manages the website to make it compliant with ADA requirements. The deadline to be ADA compliant is April 26, 2028. The cost would be \$3,000 per year or \$250 per month. The contract would start in October 2026. Mr. Palmer would like to know if the Board would like to start now or wait until October.

Mrs. Desmond asked what the disadvantage would be to start now. Mr. Palmer states the advantage would be that users could access the site sooner.

Mr. Clegg asked if the contract would be locked in for several years. Mr. Palmer stated the contract would be for one year with possible five percent increases each year.

Mrs. Desmond asked if the site manager was familiar with special districts and if there was data on how many people visit the website. Mr. Palmer was not sure on the number of visitors to the website. There would be no penalty to cancel the contract. The site cannot be managed in house.

Mr. Clegg asked at what amount do other bids need to be gathered. Mr. Palmer stated that bids are required at \$20,000. The District currently pays \$300 per month for the website. To bring the site into ADA compliance would add an extra \$250 for a total of \$550 per month.

MOTION: Mrs. Desmond moved to approve Streamline to complete the ADA compliant with doc access on the website. Mr. Mansell seconded the motion. Mr. Clegg, Mrs. Desmond, and Mr. Mansell were in favor. The motion passed.

FRAUD RISK ASSESSMENT:

Mr. Palmer explained that the District received 320 out of 395 points, which puts the District in the low-risk category. Points were not received for not having staff in the accounting department who have a bachelor's degree in accounting, is a certified CPA, or have other appropriate

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certifications. The District also does not have a formal internal audit function or audit committee. There were four categories with 20 points each and one with 10.

Mr. Mansell had concern that the score was just outside of the moderate risk area. Mr. Palmer will work on forming an audit committee with one employee, a board member, and Mr. Palmer. The District has a third-party external auditor.

MOTION: Mrs. Desmond moved to approve the fraud risk assessment. Mr. Mansell seconded the motion. Mr. Clegg, Mrs. Desmond, and Mr. Mansell were in favor. The motion passed.

WATER AUDIT THROUGH APRIL:

Mr. Palmer stated that April showed a 19% water loss. Three months previous showed 48%, 41%, and 50%. A leak detection company listened for leaks under Stansbury Lake and the water storage tanks. Nothing was found. The next step is to shut the valves off and isolate each tank individually. Scuba divers assessed the tanks last year and did not find any leaks.

Mr. Clegg asked if the meters leaving tanks and pump houses could be malfunctioning. Mr. Palmer will know more by the end of the month. The other wells are now in use instead of Well #1 which was the only well running when the high-water loss numbers were shown.

Leak detection found two leaking hydrants when conducting leaks on two roads. All other hydrants will be assessed by staff with a listening device.

Mr. Mansell asked who was responsible for the backflow preventers in the parks and open space. Mr. Palmer answered that Stansbury Service Agency owns, operates, and maintains them. They are also responsible to send test results to SPID annually. Water leaking from a backflow assembly would be metered and not considered a loss.

MANAGER'S OPERATION REPORT:

The Village Blvd. sewer project is moving forward. The contractor is under tight slope restrictions and is being cautious. Two sections have been installed.

There was a report of a leak at Canyon Road in Lake Point the evening of Saturday May 6. Two valves were isolated and the Oquirrh Mtn. Water Company bypass was turned on over the weekend. There ended up not being a leak. Kennecott was flood irrigating the field, which overflowed into the drainage ditch next to SR 36.

Mr. Palmer is trying to set up a meeting with sovereign lands, DEQ, and the Great Salt Lake Water Commission to discuss pumping waste water directly to the Great Salt Lake.

The sewer treatment capital facilities plan has been submitted for financial review.

APPROVE MEETING MINUTES OF APRIL 21, 2026:

Mr. Mansell would like to add clarification on page two at the end of the first paragraph to state, 'by reducing the static retention time in the system.'

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Mr. Mansell asked to add clarification on the last page that he will not talk to the home owner. It will state that 'Mr. Mansell suggested that SPID staff talk with the homeowner.'

Mr. Mansell asked for clarification to be added under the Manager's Operation Report section on the discussion about the mailer that will be sent to residents. He suggested adding language that the goal of the mailer is to 'conserve water to avoid the need for water restrictions.'

Mr. Mansell asked for clarification to be added about extending the discharge pipe to the water's edge. Mr. Palmer will remove the sentence about the pipe distance.

MOTION: Mrs. Desmond moved to approve meeting minutes of April 21, 2026 with noted changes. Mr. Mansell seconded the motion. Mr. Clegg, Mrs. Desmond, and Mr. Mansell voted in favor. The motion passed.

APPROVE FINANCIALS & WARRANTS:

Additions to the financial packet include invoices from Ferguson for \$3,831.05, Fuel Network for \$1,715.95, Chemtech Ford for \$188.00 and Office Depot for \$38.34.

Mr. Mansell asked why the revenues compared to the budget were behind. Mr. Palmer explained that most revenue comes in June, July, and August with the heavy irrigation season.

Mr. Mansell asked about the phase one Village Blvd. pay request for \$164,000. Mr. Palmer explained that the approval to pay is for the work completed to date.

MOTION: Mrs. Desmond moved to approve the financials and warrants dated May 19, 2026, in the amount of \$251,402.74. Mr. Clegg seconded the motion. Mr. Clegg, Mrs. Desmond, Mr. Mansell voted in favor. The motion passed.

PETITIONS, COMMUNICATIONS, PUBLIC COMMENT:

None.

MOTION FOR ADJOURNMENT:

MOTION: Mrs. Desmond moved to adjourn. Mrs. Mansell seconded the motion. Mr. Clegg, Mrs. Desmond, Mr. Mansell voted in favor. The meeting adjourned at 4:46 p.m.

APPROVAL:



Jacob Clegg, Chairman