

North Tooele City Special Service District
Administrative Control Board Business Meeting Minutes
Thursday, June 20, 2019
Conference Room 224, Tooele City Hall
90 North Main, Tooele, Utah

Board Members Present: Jeff Hammer, Travis Brady, Amanda Graf, Kari Scribner, Maresa Manzione and Katrina Call

Board Member Excused: Jed Winder

Others Present: Melodi Gochis, Tooele City Council
Chris Springer, Family Landscaping

Minutes Prepared by Andrea Cahoon

The meeting was called to order by Chair Hammer at 8:06 p.m.

1. Open Forum for Public Comment

No one was present from the public to make any comments.

2. Approval of Minutes from Meeting Held on May 2, 2019

Mr. Brady moved to approve the minutes from the meeting held on May 2, 2019, as presented. Ms. Graf seconded the motion. All members present voted, "Aye."

3. City Council Report

Presented by Melodi Gochis

Councilwoman Gochis apologized for missing the last two meetings. She informed the District that the Tooele City Council has some one-time money available from the sale of a property and they have committed to use some of those proceeds to complete the landscaping on 400 West. The Council had Mike Jensen do a bid for the project so they had an idea of what the cost might be. They are now preparing a request for proposals and once the contract is awarded, the installation will begin. They figure it will be around \$290 ,000 to do the landscaping. Kari Scribner noticed that the weeds had been cut down along there at this time.

Ms. Graf asked when they would start the project? Councilwoman Gochis said they will get bids and start right away.

Katrina Call arrived at 8:09 p.m.

Ms. Graf asked who maintains the west side of 2000 North by the Perry Homes (the northern section along 2000 North)? She had noticed weeds there. The board answered it is an HOA. Ms. Gochis will check to see who the Perry HOA contact is to talk to them about the weeds on the north side.

4. Maintenance Coordinator's Report on Past and Present Actions

Presented by Katrina Call

Ms. Manzione arrived at 8:16 p.m.

Ms. Call reported that she didn't have anything to discuss. Ms. Scribner said the bottom of the light post on the corner of the hospital property looks like it was hit (2000 N and SR36). Ms. Graf reported that there is a dayburner on 400 West. Ms. Manzione said there was another dayburner by the junior high. After further discussion it was determined there are 2 dayburners on 2000 North and 2 on 400 West for a total of 4 lights that need to be repaired. Ms. Call said she would turn them in to Shilo Baker at the City.

5. Treasurer's Report

Presented by Travis Brady

a. Approval of Invoices and Reimbursements

Mr. Brady presented the following invoices for payment:

- Andrea Cahoon in the amount of \$72.00 for secretarial services
- Jensen Family Landscape in the amount of \$6,617.00 for landscape maintenance, flower planting, and sprinkler repairs.
- Tooele City has turned the water back on. \$42.48 for the water bills.

Ms. Graf asked if their sprinkler system had a rain sensor in it? Mr. Springer said the system does not have that as it is too expensive to retrofit it.

Ms. Manzione moved to approve payment of the invoices as presented. Ms. Scribner seconded the motion. All members present voted, "Aye."

b. Status of Budget/Expenses for Fiscal Year 2019

Mr. Brady had emailed a copy of the Combined Income Statement, Budgets, and Account Balances to the Board members prior to the meeting. A copy of this is included with these minutes as Exhibit A.

6. Chair's Report

Presented by Chair Jeff Hammer

Chair Hammer said that Mike Jensen is going to get with Russ Tolbert of Hallmark Homes to discuss the district taking over the landscape maintenance. It has been one year, and it is time to take over the maintenance of that section. They need to get a new water meter installed and take responsibility for the payment of that.

Chair Hammer asked Melodi Gochis about the detention pond (Howard Schmidt's development, Providence at Overlake) to see who was going to be responsible for watering and maintaining it? Ms. Gochis said the City is still looking at secondary water to see what they could possibly do with the system and if this area could use some of that water. Ms. Gochis will investigate it further and let them know. Ms. Manzione didn't feel that the district should have to pay for water on the detention pond. Deborah Bush at the City Finance Department told Chair Hammer that Providence has paid for the water meter and for the installation of it for the area. The District had agreed to mow the detention area, but not pay for the water. The District's position is that Tooele City required it, so the city should take care of the water.

7. Resolution 2019-03 A Resolution of the North Tooele City Special Service District Administrative Control Board Adopting the Fiscal Year 2019-2020 Tentative Budget and Establishing the Time and Place of a Hearing to Consider Adoption of the Budget for the North Tooele City Special Service District

Presented by Jeff Hammer

Mr. Brady stated that this tentative budget increased the district's budget by 30% and he has sent it to Alison McCoy at Tooele County as required. The District will be raising the certified tax rate.

Ms. Scribner asked if they still needed a 30% increase since there are new homes coming in on the tax roles? The board explained to her why raising it is still necessary.

Ms. Manzione moved to adopt Resolution 2019-03, a resolution of the North Tooele City Special Service District Administrative Control Board adopting the Fiscal Year 2019-2020 Tentative Budget and establishing the time and place of a hearing to consider adoption of the budget for the North Tooele City Special Service District. The truth in taxation hearing will be held August 8, 2019 at 8 p.m. at Tooele City Hall. Mr. Brady seconded the motion. All members present voted, "Aye."

8. Adjourn

Ms. Manzione moved to adjourn the meeting. The meeting adjourned at 8:38 p.m.