

North Tooele City Special Service District
Administrative Control Board Business Meeting Minutes
Thursday, October 10, 2019
Conference Room 224, Tooele City Hall
90 North Main, Tooele, Utah

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

Board Member Excused: Jeff Hammer

Others Present: Andrew Aagard, Tooele City
Michael Jensen, Jensen Family Landscape

Minutes Prepared by Andrea Cahoon

The meeting was called to order by Vice Chair Maresa Manzione at 8:02 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 September 12, 2019

Mr. Winder moved to approve the minutes from the meeting held on September 12, 2019 as presented. Mr. Brady seconded the motion. All members present voted, "Aye."

Kari Scribner arrived at 8:03 p.m.

3. Tooele Community Development Representative—Andrew Aagard

Mr. Aagard had nothing to report.

4. City Council Report

Presented by Councilwoman Gochis

Councilwoman Gochis was not present to make her report.

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

Presented by Katrina Call

Ms. Call arrived at 8:12 p.m.

Ms. Call had emailed Shilo Baker about the 2 dayburner lights at 400 West and they had not been taken care of. Mr. Brady said at 311 W. 1480 N. there is a dayburner and at 1500 N. (the bridge) both lights at the bridge are still burned out. There is also a dayburner at 1548 Colavito Way.

Mr. Jensen arrived at 8:15pm.

Mr. Jensen looked through the water bills to see if there was a reason that the bills were so high on the two meters. Mr. Jensen said that the water has been turned off for at least two and a half weeks. Ms. Manzione asked if they could give Mr. Jensen access to the water bills so he can keep an eye on the amounts to watch for leaks. Mr. Winder will give Mr. Jensen the login information for the Tooele City account so that he can watch the water bills.

Mr. Jensen said they have shut all the water off and have got everything above ground drained. He will have the other lines all blown out and drained shortly. Mr. Jensen said they can report to the City that they should shut off the water for the season.

Ms. Call asked about the fence repairs and Mr. Jensen said that is at the top of their to do list and they are working on it.

Ms. Graf asked if it would be appropriate to have a post on Facebook on the "Women of Overlake" page that explains the service district and what it is and what it does and that if people damage items it costs everyone more in taxes to make repairs. Ms. Manzione suggested that Jeff Hammer write it and then have Amanda Graf post it on there.

Mr. Jensen asked if anyone had walked the sidewalk along 2000 North lately to see if there were trip hazards? Ms. Manzione said it is really bad in some spots. There are problems on the south side of 2000 North (between Clemens and 400 West). Ms. Call said she would walk the area and take pictures of the problem places to send to Shilo Baker. Mr. Jensen said it would be great to have the sidewalks taken care of before Thanksgiving.

6. Treasurer's Report

Presented by Jed Winder and Travis Brady

a. Approval of Invoices and Reimbursements

Mr. Winder presented the following invoices for payment:

- Andrea Cahoon in the amount of \$80.00 for secretarial services
- Utah Association of Special Districts for dues in the amount of \$75.00
- Tooele City Corporation for water in the amount of \$3,724.25

Mr. Winder noted that the meter at 215 W. 2000 N. went up \$200 over the previous month and the meter at 400 DiMaggio went up \$600 so they need to have Mike Jensen check for leaks in those two areas.

Mr. Brady moved to approve the invoices as presented. Ms. Scribner seconded the motion. All members present voted, "Aye."

b. Status of Budget/Expenses for Fiscal Year 2020

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. He is preparing the year end reports.

7. Vice Chair's Report

Presented by Vice Chair Maresa Manzione

Vice Chair Manzione reported that they had a meeting with the mayor and Jim Bolser. They discussed the 400 West Sunset Estates landscaping and the ruts down the middle of the park strip. (North of the Junior High where the new grass is) There are ruts down the middle of it due to over watering and then mowing in the same place. The District had told the city not to accept the improvements as they were, but they did. There are also tree rings that need redone. Mayor Winn told them the City would pay for half of the repairs since it was accepted without the District's approval.

Vice Chair Manzione continued that they also discussed the installation of the solar streetlight in the alley where the resident always complained that the light had been removed. The city has purchased a light, but they forgot about asking the neighbors to see if that new light would bother them. The City is going to talk to the neighbors before they install it.

Vice Chair Manzione further reported that Howard Schmidt's Providence development on the east side of 400 West has two phases that are in the District. The Mayor and Mr. Bolser had told the District that those two areas had been accepted by the city, but the district was not allowed to sign off. After further research the city is not sure those two areas are accepted yet. Having the developer maintain it for a year is not going to happen. Ms. Manzione asked them about the retention pond and she found out that Mr. Schmidt only filed the first 2 phases of his development in the district and when he did the next four phases, he didn't include them in the District. When he began his development he had attended the District meeting and told them that he was putting all the phases of the development in the district, but now he has gone back on his word.

As to the retention pond in the Providence subdivision, Ms. Manzione had asked who maintained the other retention ponds in city? She discovered that the City pays the water in the retention ponds through town. Ms. Manzione stated that since that is the case, the Parks Department should be taking care of that. Mayor Winn is going to check into the situation and see if the city will have the parks department pay for the water. The service district will mow the lawn but will not pay for the water.

Mr. Aagard said that the request for proposals to collect bids for the new landscaping along 400 West went out yesterday.

Mr. Winder is going to go down to City Hall to get the new Sunset Estates phase water meter transferred over to the District.

Mr. Brady asked if there is something they can do to require the developers to keep their word? The City has been trying to convince people to join the district when they are north of the railroad tracks. Ms. Manzione feels there was a communication problem with the Providence subdivision.

Mr. Aagard said the Lexington Greens subdivision to the west of 400 West will be a big new development. They will not be members of the District either. Mr. Aagard did report that Lexington Greens is being required to put in landscaping, including the trees, grass, and fence like what already exists in the area. They will not be members of the District but will have an HOA to maintain the area.

8. Adjourn

Ms. Graf moved to adjourn the meeting. The meeting adjourned at 8:50 p.m.