

North Tooele City Special Service District Business Meeting

Date: Thursday, June 19, 2025

Time: 8:00 pm

Place: Tooele City Hall, Conference Room 224
90 North Main Street, Tooele, Utah

Board Members Present

Jeff Hammer

Brian Roth

Jed Winder

Kim Stenquist

Katrina Call

Others Present

Justin Brady, Tooele City Council

Chris Springer, Jensen Family Landscape

Travis Brady, Independent CPA

Minutes prepared by Alicia Fairbourne

1. Open Forum for Public Comment

Chairman Hammer called the meeting to order at 8:22 p.m. and conducted a roll call. He noted that an accident had delayed some arrivals.

Chairman Hammer opened the floor for public comment; none were offered. The floor was closed.

2. City Council Report

Presented by Councilman: Justin Brady

Councilman Brady stated that the City Council had approved the annexation of 1,432 acres of undeveloped Perry Homes property into the Special Service District, generally located between 2000 North and 2400 North, surrounding the golf course but excluding it. He explained that the annexation would proceed to the county and state for final approval, likely within the next month. In addition, the Council approved a Public Improvement District (PID) for the same area, which would allow the developer to fund infrastructure through resident assessments rather than city resources.

Councilman Brady noted that the district's written landscape and development standards were minimal and suggested the Board consider adopting more comprehensive standards in anticipation of future growth. He also reported that the city's website contained outdated information about the district, including references to a seven-member board, and said he would work with the City Recorder to update it.

During this time, Board Member Stenquist and Board Member Call, along with Ms. Fairbourne, arrived, having been delayed by an accident.

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

Presented by Katrina Call

Board Member Call noted that several streetlights on 400 West had gone out again after functioning briefly. Councilman Brady confirmed that both the City Recorder and Mayor Winn were aware of the issue and indicated it might be a larger electrical problem. Chairman Hammer reported that he had recently inspected the area and observed damage consistent with vehicle tracks. Discussion followed regarding responsibility for repairs, and it was noted that city staff were addressing the matter. No further maintenance concerns were reported.

4. Jensen Family Landscape Report

Presented by Christian Springer, Jensen Family Landscape

Mr. Springer reviewed the April, May, and June invoice, which included mowing, flower planting, fertilizer with grub prevention, weed control, and sprinkler repairs, totaling \$29,751.64. He reported that a wiring issue in the traffic circle had been repaired, restoring full functionality to the sprinkler system, and that flowers had been planted and were being watered on a schedule to establish their roots. He noted an accident in which a vehicle drove through the traffic circle and damaged utilities, though a license plate was recovered at the scene. Mr. Springer also explained that when sprinkler heads on the north side of 2000 North failed, they were being replaced with Rain Bird 3500 rotor heads, which performed better in local hard water conditions than the previously installed MP Rotators. No questions were raised by the Board.

5. Vice Treasurer's Report

Presented by Jed Winder

a. Approval of Invoices and Reimbursements

Board Member Winder presented the Vice Treasurer's report. He stated that invoices included \$29,751.64 for Jensen Family Landscape and \$50 for Travis Brady. He also reported that two checks totaling approximately \$2,000 had been received for deposit.

Motion: Board Member Roth moved to approve the invoice for Jensen Family Landscape for \$29,751.64 and \$50 from Travis Brady for June treasury work. Board Member Call seconded the motion. The vote was as follows: Chairman Hammer, "Aye"; Board Member Roth, "Aye"; Board Member Stenquist, "Aye"; Board Member Call, "Aye"; Board Member Winder, "Aye". There were none opposed. The motion carried.

6. Independent CPA

Presented by Travis Brady

a. Status of Budget/Expenses for Fiscal Year 2025

Mr. Brady, Independent CPA, presented the financial report. He noted that the deadline to increase the tax rate for the current year had been missed, so the District would continue with the same rate as the prior year. He reviewed financial projections and stated that while cash balances

would remain sufficient through 2025, funds could become tight in late 2026, particularly if unexpected repairs or major landscape expenses occurred. He advised that a tax increase would likely be necessary in the following year to maintain long-term stability.

Mr. Brady estimated that landscaping costs would be around \$115,000 and water expenses approximately \$25,000, consistent with recent years. With property tax revenues of about \$110,000, the District would face an estimated \$23,000 deficit for fiscal year 2026. He indicated that the budget would be updated accordingly and submitted to the state once officially adopted. The Board discussed the need to defer some discretionary projects, such as tree trimming and street painting, until 2027. The current cash balance stood at approximately \$102,000, with about \$37,000 in pending expenses.

7. Public Hearing: North Tooele City Special Service District Administrative Control Board Adopting the Budget for the Fiscal Year 2026.

At 8:47 p.m., Chairman Hammer opened the public hearing regarding the adoption of the Fiscal Year 2026 budget and Resolution 2025-02. No public comments were offered, and the hearing was closed. The Board then proceeded to consider the resolution adopting the FY26 budget.

Motion: Board Member Winder moved to adopt Resolution 2025-02, a Resolution adopting the Fiscal Year 2026 Final Budget for the North Tooele City Special Service District. Board Member Call seconded the motion. The vote was as follows: Chairman Hammer, “Aye”; Board Member Roth, “Aye”; Board Member Stenquist, “Aye”; Board Member Call, “Aye”; Board Member Winder, “Aye”. There were none opposed. The motion carried.

8. Chair Report

Presented by Chairman Jeff Hammer

Chairman Hammer stated that the fence on 2400 North, which had been damaged by a trailer and side-by-side, had been repaired. He also reported that city staff and developer Russ Tolbert had inspected the roundabout near the condominiums at Sunset Village. All items had been approved except for damage where trucks had driven over the sidewalk, which needed to be leveled, and the trees, which did not meet the required two-inch caliper standard.

Chairman Hammer proposed that the developer maintain the trees until they reached the required size. Board Members discussed enforcement options, noting that the city had not yet signed off on the project and could retain a portion of the bond until the trees met the standard. Councilman Brady agreed to verify the city’s requirements with the Public Works director.

9. Approval of minutes from meeting held on May 15, 2025

There were no corrections.

Motion: Board Member Roth moved to approve the North Tooele City Special Service District Board Meeting Minutes from May 15, 2025. Board Member Winder seconded the motion. The vote was as follows: The vote was as follows: Chairman Hammer, “Aye”; Board

Member Roth, “Aye”; Board Member Stenquist, “Aye”; Board Member Call, “Aye”; Board Member Winder, “Aye”. There were none opposed. The motion carried.

10. Next in person meeting is scheduled for August 21, 2025 (No meeting held during July 2025)

Chairman Hammer announced that the next in-person meeting was scheduled for August 21, 2025, noting that no meeting would be held in July.

11. Adjourn

There being no further business, Chairman Hammer adjourned at 8:54 p.m.

The content of the 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 21st day of August, 2025



Jeff Hammer, Chair
North Tooele City Special Service District