Tooele City
Est. 1853

North Tooele City Special Service District Business Meeting

Date: Thursday, September 25, 2025
Time: 8:00 pm
Place: Tooele City Hall, Conference Room 224
90 North Main Street, Tooele, Utah

Board Members Present
Chairman Jeff Hammer
Board Member Katrina Call
Board Member Kim Stenquist
Board Member Brian Roth
Board Member Jed Winder

Others Present
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 8:00 p.m. and conducted a roll call.

He then opened the floor for public comment at 8:01 p.m. No public comments were offered, and the floor was closed.

2. City Council Report

Presented by Councilman: Justin Brady

Councilman Brady was not present to give the report.

3. Jensen Family Landscape Report

Presented by Christian Springer, Jensen Family Landscape

Mr. Springer presented the landscape report covering August 26 through the current date, which included five weekly mowings, a round of fertilizer and weed control completed that day, and cleanup of a large fallen branch on the west end of 2000 North. He reported that a Hunter valve and a battery timer on the north side of 2000 North had been replaced and that one sprinkler line appeared to be dead. He stated that watering would be reduced and systems winterized before the next meeting, with one final fertilizer application planned for early to mid-November.

Chairman Hammer asked Mr. Springer to verify the water meter at the drainage pond near 400 West to ensure the City was paying for its use, as required. Mr. Springer agreed to check the meter and report back. Board Member Winder noted that the District had taken over maintenance of the new townhome area near the roundabout, with the water account now transferred to the District. Chairman Hammer commented that in the past, developers were required to maintain such areas for a year before turnover, which he preferred to ensure functionality before bond release.

Mr. Springer also reported that two landscaped islands had recently been damaged by vehicles, one in the median on 2000 North and another in the southern planter within the circle. Board Member Stenquist asked whether spraying had begun in the detention pond, and Mr. Springer confirmed that the City was responsible for that maintenance. Board Member Call offered to follow up with the City regarding the spraying.

It was mentioned that there had been virtually no gopher activity in the area that year.

4. <u>Maintenance Coordinator's Report on Past and Present Actions</u>
Presented by Katrina Call

Board Member Call had nothing to report.

5. <u>Independent CPA</u>
Presented by Travis Brady

a. <u>Status of Budget/Expenses for Fiscal Year 2026</u>

Mr. Brady reported that the District had a cash balance of approximately $33,500, with $12,800 in pending expenses, leaving about $20,700 remaining. He anticipated the next Jensen Family Landscape invoice to be around $10,000 and one remaining water bill of roughly $3,000. He noted that November expenses would depend on whether snow removal services were required and confirmed that overall spending was tracking closely to budget. He cautioned that finances would remain tight through the end of the year and that a tax increase would likely be necessary for fiscal year 2027.

6. <u>Vice Treasurer's Report</u>
Presented by Jed Winder

a. <u>Approval of Invoices and Reimbursements</u>

Board Member Winder reported two invoices for approval: one from Travis Brady in the amount of $50 for financial services and one from Jensen Family Landscape totaling $12,777.27 for recent maintenance work.

Motion: Board Member Call moved to approve the two invoices as stated. Board Member Stenquist 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.

Board Member Winder stated that the District had received one check for approximately $600, and shared information about the upcoming Utah Association of Special Districts annual convention to be held at the Davis Conference Center. Chairman Hammer and the board briefly discussed the event, but no members planned to attend.

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7. **Chair Report**
Presented by Chairman Jeff Hammer

Chairman Hammer reported that the process for reporting streetlight outages had changed and that such requests should now be directed to Tooele City Public Works. He explained that the City's online portal allowed users to locate and report specific lights directly on a map, ensuring accuracy. Board Member Call asked whether spraying concerns should also be directed to Public Works, and Chairman Hammer said he would contact Darwin Cook to confirm, noting that it might instead fall under City Parks. He also stated that he had received a preliminary subdivision plan for Sage Flats, which would next be reviewed by the County before proceeding to the primary plat stage.

8. **Approval of minutes from meeting held on August 21, 2025**

There were no corrections.

Motion: Board Member Winder moved to approve the North Tooele City Special Service District Board Meeting Minutes from August 21, 2025 as presented. Chairman Hammer 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.

9. **The next meeting will be held on October 23, 2025 at 8:00 p.m.**

10. **Adjourn**

There being no further business, Chairman Hammer adjourned at 8:16 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 23RD day of October, 2025

Jeff Hammer

Jeff Hammer, Chair
North Tooele City Special Service District