

## City Council Business Meeting Minutes

**Date:** July 16, 2025

**Time:** 7:00 p.m.

**Place:** Tooele City Hall Council Chambers  
90 North Main Street, Tooele City, Utah

### **Council Present**

Justin Brady  
Melodi Gochis  
Ed Hansen  
Maresa Manzione  
Dave McCall

### **Staff Present**

Mayor Debbie Winn  
Matt Johnson, Assistant City Attorney  
Paul Hansen, City Engineer  
Kelley Andersen, Planning Commissioner  
Chris Sloan, Planning Commissioner  
Shannon Wimmer, Finance Director  
Shilo Baker, City Recorder  
Loretta Herron, Deputy City Recorder  
Adrian Day, Police Chief  
Andrew Aagard, Community Development Director  
Jon Gossett, Planning Commissioner  
Clarissa Pankratz, Administrative Assistant  
John Perez, Community Development Director  
Jamie Grandpre, Public Works Director

Minutes prepared by Alicia Fairbourne

### **1. Pledge of Allegiance**

Chairman Brady opened the meeting at 7:00 pm and led the Pledge of Allegiance

### **2. Roll Call**

Councilwoman Manzione, Present  
Councilwoman Gochis, Present  
Councilman Hansen, Present  
Councilman McCall, Present  
Chairman Brady, Present

### **3. Public Comment Period**

At 7:01 p.m., Chairman Brady opened the public comment period and invited members of the public to address the Council. No one came forward, and the public comment period was closed.

**4. Swearing in of Shilo Baker as City Recorder**

*Administered by Loretta Herron, Deputy Recorder*

Deputy Recorder Loretta Herron administered the Oath of Office to Shilo Baker, who was officially sworn in as the new City Recorder. Chairman Brady congratulated Ms. Baker and welcomed her to the role.

**5. Fourth Quarter Economic Development Update**

*Presented by John Perez, Economic Development Director*

Mr. Perez delivered the fourth quarter economic development update, highlighting recent grand openings, vacancy trends, and development activity. Hospitality occupancy rates remained strong, and office space showed significant growth potential. Six requests for information (RFIs) were submitted, and one site visit took place for "Project Neighborhood." He noted that Tooele was the only site in Utah the company considered and reported ongoing follow-up related to secondary water quality.

Mr. Perez listed several recently opened businesses at Founder's Pointe, including Chipotle, Wingstop, and Hobby Lobby, and shared anticipated opening dates for others such as Chili's (late August), Ulta Beauty (September 5), Five Below (July 18), TJ Maxx and Sierra Trading Post (both August 24), and Bath & Body Works (September 12). Café Zupas and Zao Asian Café were also announced but did not yet have opening dates. He also provided updates on development at The Peak commercial area near 2400 North and SR-36, where confirmed businesses included Starbucks (inside the new Smith's Marketplace), Einstein Bros. Bagels, Jersey Mike's, Beans & Brews, Chase Bank, Tropical Smoothie, and McDonald's. A revised conceptual plan for the Psomas Business Park was expected to be ready soon.

Mr. Perez reported progress on the Broadway property, specifically the removal and cleanup of the former Broadway Hotel building, which had been left in a hazardous state following its demolition. He credited the Mayor for soliciting additional bids, which resulted in over \$300,000 in cost savings.

Mr. Perez also reviewed recent improvements by the Tooele City Historic Main Street Commission, including repairs to the wayfinding signs and plans to repaint Rocky Mountain Power's light poles. He and Councilwoman Manzione attended the Utah Main Street Transformation Workshop, which provided new ideas and strategies to inform the Commission's upcoming annual work plan.

Social media metrics showed strong engagement growth across all platforms. He concluded by noting progress on the City's strategic plan design.

Chairman Brady asked about redevelopment interest in the former bowling alley. Mr. Perez and Mayor Winn confirmed efforts were ongoing to encourage removal or redevelopment of the property.

Mayor Winn reflected on the City's financial challenges from seven years prior and emphasized that economic development was a key strategy to recover and grow. She reported that Tooele City's commercial property value had more than doubled in four years, not including current construction. She credited the Council and Mr. Perez for attracting businesses, increasing sales tax revenues, and ensuring long-term fiscal health for the community.

Mr. Perez added that assessed values in the Peterson Industrial Depot had increased by over \$306 million in the last four years. Mayor Winn concluded by highlighting that the tax increment from the now-expired RDA area would generate substantial revenue for local taxing entities and noted that all RDA debts had been paid off with surplus funds remaining to with economic development.

Chairman Brady thanked Mr. Perez for the update and acknowledged the positive momentum in the City.



6. **Ordinance 2025-21 An Ordinance of Tooele City Updating the City Code by Amending Tooele City Code Title 9 (Water Supply) Chapter 4**

*Presented by Adrian Day, Chief of Police, and Paul Hansen, City Engineer*

Chief Day presented Ordinance 2025-21, which amended Tooele City Code Title 9, Chapter 4, regarding water supply. He explained that the updates clarified criminal charges related to tampering with fire hydrants, unauthorized water use, and other violations. The ordinance also revised hydrant placement standards – requiring 400-foot spacing in single-family developments and 300-foot spacing in multi-family or non-residential areas. Penalties were categorized by severity, ranging from infractions to Class B misdemeanors. No questions or concerns were raised by the Council.

**Motion: Councilwoman Manzione moved to approve Ordinance 2025-21, an Ordinance of Tooele City updating the City Code by amending Tooele City Code Title 9 (Water Supply) Chapter 4.** Councilman McCall seconded the motion. The vote was as follows: Councilman McCall, “Aye”; Councilman Hansen, “Aye”; Councilwoman Gochis, “Aye”; Councilwoman Manzione, “Aye”; Chairman Brady, “Aye”. The motion carried 5-0.

7. **Ordinance 2025-22 An Ordinance of Tooele City Amending Tooele City Code Chapters 7-1 and 7-14, Regarding Twin Homes in Single-Family Residential Zones, Zero Lot Line Development and Condominium Plats for Two-Family Dwellings**

*Presented by Andrew Aagard, Community Development Director*

Mr. Aagard presented Ordinance 2025-22, which amended City Code Chapters 7-1 and 7-14 to clarify regulations regarding twin homes and two-family dwellings. The changes included definitions for duplexes and twin homes, authorization for zero lot line developments, and allowances for condominium plats in applicable zones. Updates were also made to tables regarding permitted uses, lot sizes, and setbacks. The Planning Commission had unanimously recommended approval. Councilwoman Manzione commented on the importance of clear definitions, noting her son recently experienced a delay in the sale of his home due to discrepancies between how the property was classified in city records and with the mortgage company.

**Motion: Councilwoman Gochis moved to approve Ordinance 2025-22, an Ordinance of Tooele City amending Tooele City Code Chapters 7-1 and 7-14 regarding twin homes in single-family residential zones, zero lot line development, and condominium plats for two-family dwellings.** Councilman Hansen seconded the motion. The vote was as follows: Councilman McCall, “Aye”; Councilman Hansen, “Aye”; Councilwoman Gochis, “Aye”; Councilwoman Manzione, “Aye”; Chairman Brady, “Aye”. The motion carried 5-0.

8. **Resolution 2025-61 A Resolution of the Tooele City Council Approving and Ratifying a Contract with Hydro Resources Rocky Mountain, Inc., for Drilling of the 2025 Tooele City Wells Project**

*Presented by Jamie Grandpre, Public Works Director*

Mr. Grandpre presented Resolution 2025-61, seeking Council ratification of a contract with Hydro Resources Rocky Mountain, Inc. for the 2025 Tooele City Wells Project. The contract, which had been previously approved by a quorum via email to expedite the process, authorized the drilling of two test wells, with the potential to convert one into a production well. The contract totaled \$2,536,638, with an additional 5% contingency of \$126,832. Mr. Grandpre noted four bids were received, with Hydro Resources submitting the lowest. Council members briefly discussed the rising costs of well drilling and emphasized the importance of maintaining sufficient water supply.

**Motion: Councilman McCall moved to approve Resolution 2025-61, a Resolution of the Tooele City Council approving and ratifying a contract with Hydro Resources Rocky Mountain, Inc.,**



for drilling of the 2025 Tooele City Wells Project. Councilwoman Manzione seconded the motion. The vote was as follows: Councilman McCall, "Aye"; Councilman Hansen, "Aye"; Councilwoman Gochis, "Aye"; Councilwoman Manzione, "Aye"; Chairman Brady, "Aye". The motion carried 5-0.

9. **Resolution 2025-62 A Resolution of the Tooele City Council Approving a Local Agency Betterment Agreement with UDOT for the 600 N SR112 Roadway Improvement Project**

*Presented by Jamie Grandpre, Public Works Director*

Mr. Grandpre presented Resolution 2025-62, which approved a Betterment Agreement with UDOT for improvements at the intersection of 600 West and SR-112. The City committed \$85,394 toward the project to support the transition from a temporary to a permanent traffic signal, which would include right turn lanes, through lanes, and possibly a median. The project remained in the pre-bid phase, with construction expected in the coming months. Mr. Grandpre explained that the City was coordinating with a convenience store developer to potentially align construction timelines, but emphasized that the signal project would proceed independently if necessary. Councilwoman Manzione noted a discrepancy in the resolution title referencing 600 North instead of 600 West.

**Motion: Councilwoman Manzione moved to approve Resolution 2025-62, a Resolution of the Tooele City Council approving a local agency Betterment Agreement with UDOT for the 600 W SR112 Roadway Improvement Project.** Councilwoman Gochis seconded the motion. The vote was as follows: Councilman McCall, "Aye"; Councilman Hansen, "Aye"; Councilwoman Gochis, "Aye"; Councilwoman Manzione, "Aye"; Chairman Brady, "Aye". The motion carried 5-0.

10. **Resolution 2025-65 A Resolution of the Tooele City Council Approving an Agreement with SKM for SCADA System Upgrades to Well 12**

*Presented by Jamie Grandpre, Public Works Director*

Mr. Grandpre presented Resolution 2025-65, approving an agreement with SKM for SCADA system upgrades at Well 12. He explained that the well was currently offline awaiting delivery of a new motor and pump, making it an opportune time to replace outdated and failing SCADA equipment and improve network communications. The contract totaled \$45,442, with no contingency requested. In response to questions, Mr. Grandpre confirmed the new parts were expected to arrive in the fall and that the well would undergo a full cleaning and rehabilitation before returning to service.

**Motion: Councilwoman Gochis moved to approve Resolution 2025-65, a Resolution of the Tooele City Council approving an agreement with SKM for SCADA system upgrades to Well 12.** Councilman McCall seconded the motion. The vote was as follows: Councilman McCall, "Aye"; Councilman Hansen, "Aye"; Councilwoman Gochis, "Aye"; Councilwoman Manzione, "Aye"; Chairman Brady, "Aye". The motion carried 5-0.

11. **Resolution 2025-66 A Resolution of the Tooele City Council Approving an Agreement with JUB Engineers, Inc. for the Water Reclamation Solar Dryer Improvements Design**

*Presented by Jamie Grandpre, Public Works Director*

Mr. Grandpre presented Resolution 2025-66, approving an agreement with JUB Engineers, Inc. for the design of improvements to the solar dryer and greenhouse at the City's water reclamation facility. The upgrades aimed to improve the facility's ability to consistently produce Class A biosolids year-round by installing heated concrete floors and replacing heat-losing greenhouse glass with polycarbonate material. Currently, Class A biosolids could only be produced for a few months each year. These improvements were part of a larger bond-funded project list identified in the recent rate study. The contract for the design work totaled \$593,300.

Councilwoman Gochis inquired whether there was an off-site location to continue processing biosolids while the greenhouse was taken down for improvements. Mr. Grandpre explained that they



planned to complete the work during warmer months and phase construction bay by bay to maintain operations. If needed, the City could haul biosolids to the landfill using dump trucks, a method already used during colder months when only Class C biosolids could be produced. He noted that this process was expensive, and completing the project efficiently could result in significant savings. Chairman Brady emphasized the importance of maintaining the facility, especially after recent upgrades to the headworks and other components. Mr. Grandpre confirmed that design work would begin immediately, with construction expected to start the following year.

**Motion: Councilman Hansen moved to approve Resolution 2025-66, a Resolution of the Tooele City Council approving an agreement with JUB Engineers, Inc. for the water reclamation solar dryer improvements design.** Councilman McCall seconded the motion. The vote was as follows: Councilman McCall, "Aye"; Councilman Hansen, "Aye"; Councilwoman Gochis, "Aye"; Councilwoman Manzione, "Aye"; Chairman Brady, "Aye". The motion carried 5-0.

**12. Resolution 2025-64 A Resolution of the Tooele City Council Awarding the Public Defender Contract to Carolyn Pence and Bonewell Morris & Associates**

*Presented by Matthew Johnson, Assistant City Attorney*

Mr. Johnson presented Resolution 2025-64, which awarded the City's public defender contract to Carolyn Pence and the law firm of Bonewell, Morris & Associates. He explained that the City typically contracted with two public defenders to ensure adequate representation and to manage conflict cases. With Jacob Linares stepping down to join the Tooele County Attorney's Office, Ms. Pence was proposed as his replacement. She was identified through a recommendation from Mr. Linares and possessed extensive criminal law experience. The current public defender, Mr. Kurt Morris, would continue in his role, with the contract now being evenly split between him and Ms. Pence. Chairman Brady clarified that the total annual contract amount of \$68,000 would be evenly divided, with each attorney receiving \$34,000. Mr. Johnson confirmed that this reflected the rate approved by the Council in 2022, which included built-in annual increases.

**Motion: Councilman Hansen moved to approve Resolution 2025-64, a Resolution of the Tooele City Council awarding the Public Defender Contract to Carolyn Pence and Bonewell Morris & Associates.** Councilwoman Manzione seconded the motion. The vote was as follows: Councilman McCall, "Aye"; Councilman Hansen, "Aye"; Councilwoman Gochis, "Aye"; Councilwoman Manzione, "Aye"; Chairman Brady, "Aye". The motion carried 5-0.

**13. Invoices & Purchase Orders**

*Presented by Shilo Baker, City Recorder*

Ms. Baker presented a list of invoices and purchase orders for Council approval. These included a 2025 Ford F-150 for the incoming Public Works Assistant Director, a 2023 Ford Ranger for the utility locator, and a 2024 Ford Ranger for a Community Development Inspector. Other items included \$80,000 to Nelson Brothers for a salt shed building, \$364,157.94 for purchasing and outfitting six police vehicles, \$47,306.97 to Broken Arrow for emergency road repairs on Smelter Road, and \$58,494.64 to Black & McDonald for installing solar lights on Nottingham/Upland Drive area and Valley View Drive. Two payments to the Tooele City Arts Council were also presented: \$35,120.11 for the Fourth of July concert and entertainment reimbursement and \$250,000 as the annual PAR tax contribution. There were no objections from the Council.

**Motion: Councilman Hansen moved to approve the invoices as presented.** Councilman McCall seconded the motion. The vote was as follows: Councilman McCall, "Aye"; Councilman Hansen, "Aye"; Councilwoman Gochis, "Aye"; Councilwoman Manzione, "Aye"; Chairman Brady, "Aye". The motion carried 5-0.

14. Minutes

~June 18, 2025 Business Meeting

Chairman Brady acknowledged that one correction had been submitted via email and, seeing no additional changes, proceeded to entertain a motion.

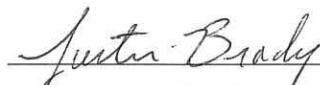
**Motion: Councilwoman Manzione moved to approve the June 18, 2025 as corrected in the email.** Councilman McCall seconded the motion. The vote was as follows: Councilman McCall, "Aye"; Councilman Hansen, "Abstain"; Councilwoman Gochis, "Aye"; Councilwoman Manzione, "Aye"; Chairman Brady, "Aye". The motion carried 4-0.

15. Adjourn

There being no further business, Chairman Brady adjourned the meeting at 7:53 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 6<sup>th</sup> day of August, 2025



---

Justin Brady, City Council Chair