

North Tooele City Special Service District Business Meeting

Date: April 23, 2026

Time: 8:00 p.m.

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

Board Members Present

Jeff Hammer, Chairman

Brian Roth

Kim Stenquist

Katrina Call

Jed Winder, arrived at 8:08 p.m.

Others Present

Christian Springer, Jensen Family Landscape, arrived at 8:06 p.m.

Caleb Allison, Jensen Family Landscape

Excused

Travis Brady, Independent CPA

Justin Brady, Tooele City Councilman

Minutes prepared by Teresa Young

1. Open Forum for Public Comment

Chairman Hammer called the meeting to order at 8:00 p.m. He asked that all members and attendees identify themselves for the record and announced Councilman Brady and Travis Brady asked to be excused.

2. City Council Report

Presented by Councilman Justin Brady

Councilman Brady was excused. Chairman Hammer asked board members if there were any items that needed to be reported back to Chairman Brady. No items were reported.

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

Presented by Katrina Call

Board Member Call had nothing to report. Board Member Roth noted a potential lighting concern near the intersection along Colovito Road, referencing a nearby intersecting street and mentioning that the light in that area appears to remain on or may be consistently illuminated. No further issues were identified.

4. Jensen Family Landscape Report

Chairman Hammer temporarily moved from Item 4 to Item 7 on the agenda while awaiting the arrival of Mr. Springer. Item 7 was discussed during this time until Mr. Springer arrived.

Board members discussed reviewing recent tax information and guidance materials provided by staff and the state regarding a potential tax process. It was noted that additional documentation, including information from Allison and state resources, had been distributed for review.

Members expressed uncertainty about the procedural requirements and timelines, including noticing requirements, public hearing obligations, and whether specific forms or notifications to the county and state are required. They also discussed the need for assistance from city staff to help guide them through the process, referencing prior experience with a previous tax adjustment several years ago.

The group agreed to follow up with city staff for clarification and support in navigating the required procedures and compliance steps before moving forward.

Mr. Springer arrived at 8:06 p.m.

Mr. Springer presented the landscape maintenance update, including invoices and seasonal work completed from February through April. Services included early spring mowing due to early seasonal growth, spring cleanup, fertilizer and weed control applications, irrigation system repairs, and adjustments across multiple district areas.

Mr. Springer noted that several irrigation damages were caused by recent utility and fiber/conduit installation work, which broke lateral lines and sprinkler heads in multiple locations. He indicated uncertainty regarding responsibility for repairs and discussed the need to coordinate with city staff or contractors to determine accountability and potential reimbursement.

He also presented the upcoming season's maintenance estimate, which reflects a modest cost increase due to inflation and newly added maintenance areas associated with recent residential development. The budget includes mowing, irrigation maintenance, fertilizer applications, and seasonal flower plantings, along with as-needed repair costs.

Board Members discussed potential cost-saving adjustments due to rising expenses, including reducing or eliminating annual flower plantings, adjusting fertilizer application frequency, and evaluating alternative landscaping approaches such as incorporating more drought-tolerant shrubs or perennials. There was also discussion about the long-term sustainability of turf and flower beds, irrigation efficiency, and possible redesign of median landscaping to reduce maintenance and water usage.

5. Vice Treasurer's Report

Presented by Jed Winder

a. **Approval of Invoices and Reimbursements**

Board Member Winder arrived at 8:08 p.m.

Motion: Board Member Roth moved to approve Jensen Family Landscape invoice #136 for \$18,906.42. Board Member Stenquist seconded the motion. The vote was "Aye" for all board members. Motion passed.

Motion: Board Member Stenquist moved to approve the invoice for Travis Brady for April in the amount of \$75. Board Member Roth seconded the motion. The vote was "Aye" for all board members. Motion passed.

Independent CPA

Presented by Travis Brady

b. Status of Budget/Expenses for Fiscal Year 2027

Mr. Brady was excused from the meeting but provided an email to board members prior to the meeting.

Chairman Hammer asked if the Board Members had reviewed updated financial information from Travis regarding projected expenditures, including spring cleanup and anticipated costs through the end of the fiscal period. Discussion focused on a potential budget or tax adjustment, with a suggested minimum increase of approximately 30%, though members emphasized the need for further clarification and supporting documentation.

Members noted the importance of balancing cost control with maintaining service levels and community appearance. They agreed that additional financial details, including updated spreadsheets, were needed before making any final decisions.

Due to statutory timelines for notifying the county and state of any potential tax action, the group discussed possibly adjusting the May meeting date to allow sufficient time for required processing and approvals. The matter was left pending further information and follow-up with staff.

6. Review of tentative budget(s) for proposed tax increases for the coming fiscal year (I was told by Alison McCoy that the tentative budget needs to be approved by June 22, 2026. Need to set up truth in taxation meeting for sometime in August 2026.)

Board members reviewed the proposed Jensen Family Landscape maintenance agreement, which includes mowing, spring cleanup, and related seasonal landscaping services.

Board Members discussed approval of the proposal with the understanding that funding allocations may be adjusted as budget discussions continue. Members considered moving forward with a conditional approval while allowing flexibility to revise specific line items if needed.

Motion: Board Member Roth moved to approve tentative invoice with stipulation that it may change based on funding. Board Member Winder seconded the motion. The vote was “Aye” for all board members. Motion passed.

Board Members continued discussion on the proposed tax or budget increase needed to support district maintenance and capital needs. Current projections show expenditures exceeding revenues, resulting in a deficit that would require an increase of at least 30% to maintain solvency.

Board Members discussed whether to recommend a 30%, 35%, or 40% increase, considering both financial needs and public perception. It was noted that even a higher percentage increase would result in a relatively modest dollar impact while helping address ongoing maintenance needs, including aging infrastructure, irrigation repairs, and tree replacement.

After discussion, the board member generally agreed that a 35% increase represented a balanced option that would provide necessary funding while remaining reasonable from a public standpoint. The proposal would proceed through the required budget and truth-in-taxation process for final consideration and approval.

Motion: Board Member Winder moved approve 35% tax increase for this coming year. Board Member Roth seconded the motion. The vote was “Aye” for all board members. The motion passed.

7. Approval of minutes from meeting held on February 26, 2026.

There were no corrections to the minutes.

Motion: Board Member Call moved to approve the Minutes from the meeting held on February 26, 2026. Board Member Stenquist seconded the motion. The vote was “Aye” for all board members. The motion passed.

8. Next in person meeting is scheduled for May 28, 2026

Board Members discussed scheduling the next meeting and ensuring sufficient time to complete budget preparation and required public noticing.

A proposed meeting date of May 14 was supported over May 21 to allow additional time for coordination with key participants, including city staff and the tax consultant. Members noted the importance of ensuring proper compliance with public notice requirements and discussed the need to confirm posting deadlines with city staff.

It was agreed that Chairman Hammer would coordinate with City Staff to verify notice requirements, publish the revised meeting date appropriately on required public platforms, and ensure Travis Brady is available to attend. Board Members also reviewed general timeline requirements for budget adoption and related tax and reporting deadlines, emphasizing the need to stay aligned with statutory timelines.

Chairman Hammer will follow up with updated scheduling details and procedural guidance.

9. Adjourn

Chairman Hammer adjourned the meeting at 9:02 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 28th day of May, 2026



Jeff Hammer, Chair
North Tooele City Special Service District