

City Council Business Meeting Minutes

Date: December 3, 2025

Time: 7:00 p.m.

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

Council Members Present:

Justin Brady
Dave McCall
Maresa Manzione
Ed Hansen

Council Members Excused:

Melodi Gochis

Staff Present:

Debbie Winn, Mayor
Matthew Johnson, City Attorney
Jamie Grandpre, Public Works Director
Nathan Farrer, Assistant Public Works Director
Darwin Cook, Parks and Recreation Director
Jon Gossett, Planning Commissioner
Chris Sloan, Planning Commissioner
Kelley Anderson, Planning Commissioner
Police Chief Adrian Day
Paul Hansen, City Engineer
Andrew Aagard, Community Development Director,
Shannon Wimmer, Finance Director
Shilo Baker, City Recorder
Loretta Herron, Deputy City Recorder

Minutes Prepared by Shilo Baker

1. Pledge of Allegiance

Chairman Brady opened the meeting at 7:00 p.m. and led the Pledge of Allegiance.

2. Roll Call

Maresa Manzione, Present
Dave McCall, Present
Justin Brady, Present
Ed Hansen, Present
Melodi Gochis, Excused

3. Mayor's Youth Recognition Awards

Presented by Mayor Debbie Winn

Mayor Winn presented the Mayor's Youth Recognition Awards and welcomed attendees. She was assisted by Mayor-Elect Manzione in distributing backpacks with reward items donated by local businesses. The first award was given to Paisley Jenkins, who attends West Elementary. Paisley was nominated by Katherine Fetzer and Marcy Martinez. Mayor Winn expressed that we have really great teachers, and thanked them for their support of this program. Paisley was recognized for her significant contributions to fostering a positive school environment. She demonstrates respect and responsibility in the classroom and helps maintain a welcoming atmosphere. Her recognition highlights her commitment to good citizenship and character. Specifically, she was praised as a caring and dependable friend who actively helps others succeed by encouraging classmates, assisting those who are struggling, and consistently modeling kindness and empathy in all her interactions.

Mayor Winn presented the second award to Wyatt Harper. Wyatt also attends West Elementary, and was nominated by Katherine Fetzer and Marcy Martinez. Wyatt was recognized for demonstrating exceptional responsibility in the classroom. He consistently follows the school's expectations and participates actively in lessons. He is cited as a great example of citizenship and character due to his respect for teachers and commitment to doing his best. Furthermore, he is a supportive and dependable friend who treats everyone with kindness, encourages others, offers help when classmates need it, and works well in groups by listening and collaborating.

Mayor Winn invited the award recipients, their families, and the City Council to take a group photo, which would be shared on social media and in the local newspaper. She expressed appreciation for the students' exemplary conduct. There was a brief pause in the meeting for a photo.

4. Public Comment Period

At 7:10 p.m. Chairman Brady opened the public comment period.

Mr. James Hubbard addressed the council to express ongoing frustration regarding unresolved issues with his street, Pinehurst, specifically related to accessibility for his family who has a child with disabilities. Mr. Hubbard stated that the city's proposed resolution to widen the street is not the answer and will lead to increased parking on both sides, making the street more difficult to navigate. The resident believes citizens are being ignored, noting that he had emailed every council member without receiving a response. Mr. Hubbard also accused the city of using intimidation tactics, alleging that city representatives showed up at their home when he was not present, confronting a caregiver for their disabled daughter. Mr. Hubbard, who expressed that their lives are already difficult due to caring for a daughter who cannot walk or talk, requested that the council engage with him during business hours and is seeking concessions and a direct answer regarding the Pinehurst Street issue.

Seeing no others come forward, Chairman Brady closed the public comment period at 7:13 p.m.

5. **Audit Presentation Presented by Larson and Company, Certified Public Accountants**

Presented by Martha Hayes, Larson and Company

Martha Hayes of Larson and Company presented the audit report for Tooele City's financial statements for the fiscal year ended June 30, 2025. The firm issued an unmodified opinion, concluding that the financial statements for the governmental activities, business-type activities, each major fund, and aggregate remaining fund information are presented fairly and comply with generally accepted accounting principles (GAAP). The audit was conducted in accordance with generally accepted auditing standards and government auditing standards. The firm confirmed that Tooele City is in a good financial position.

Regarding internal controls and compliance, the auditor reported that they found no material weaknesses or significant deficiencies in internal control over financial reporting. Furthermore, their tests disclosed no instances of non-compliance with auditing standards or the state compliance audit guide. The only finding related to state compliance was a technical one: the General Fund balance exceeded the compliance requirement of 35% of total revenue, which was attributed to a timing issue regarding transfers to the capital projects fund, slated to be corrected in the following year's budget. The auditor also communicated areas of significant audit risk (including revenue recognition and management override of controls) but confirmed they found no uncorrected material misstatements, had no disagreements with management, and encountered no significant difficulties during the audit process.

6. **Ordinance 2025-31 An Ordinance of Tooele City Correcting Calculation Error in Ordinance 2024-28, which Amended the Storm Water Mitigation Fee**

Presented by Jamie Grandpre, Public Works Director

Mr. Grandpre noted that he is presenting this ordinance to correct a small, unobserved error in Ordinance 2024-28, which previously established a schedule for raising stormwater fees in 2024. Specifically, the fee for commercial properties between 10 and 15 acres was incorrectly listed and remained static at \$75 for each of the five years covered by the ordinance. A corrected ordinance is being introduced to adjust this single line item to reflect the intended, progressive fee increases over the five-year period, aligning it with the rest of the fee schedule table. This correction will ensure the city charges the intended amount for properties in that size category.

With no questions from the Council, Chairman Brady called for a motion.

Motion: Councilman Hansen moved to approve Ordinance 2025-31 An Ordinance of Tooele City Correcting Calculation Error in Ordinance 2024-28, which Amended the Storm Water Mitigation Fee. Councilman McCall seconded the motion. The vote was as follows: Councilman McCall "Aye"; Councilman Hansen, "Aye"; Councilwoman Manzione, "Aye"; and Chairman Brady, "Aye". The motion passed 4-0.

7. **Resolution 2025-86 A Resolution of the Tooele City Council Consenting to the Mayor's Reappointment of Trent Bristol, Ian Hurley, Virginia Hooper, and Justin Wiker each to an Additional Term on the Tooele City Tree Advisory Board**

Presented by Darwin Cook, Parks & Recreation Director

Mr. Cook reminded the Council that Tooele City established a seven-member Tree Advisory Board in 2021 via resolution to manage the city's tree inventory and canopy, primarily to help the city regain its Tree City USA designation. He presented this resolution to request the Council's consent for the Mayor's reappointment of four active board members: Trent Bristol, Ian Hurley, Virginia Hooper, and Justin Wiker, all of whom are desirous of continuing their service. Mr. Cook provided an update on the board's ongoing projects, which include planning the replacement tree canopy at the City Park for Arbor Day 2026, finalizing plans for the annual fruit and shade tree giveaways, and a potential tree planting project at the Tooele Valley Museum. He also noted that in the last five years, the city has planted over 500 trees in parks and green spaces, while only removing 45 to 50, successfully increasing the city's tree inventory.

Motion: Councilwoman Manzione moved to approve Resolution 2025-86 A Resolution of the Tooele City Council Consenting to the Mayor's Reappointment of Trent Bristol, Ian Hurley, Virginia Hooper, and Justin Wiker each to an Additional Term on the Tooele City Tree Advisory Board. Councilman Hansen seconded the motion. The vote was as follows: Councilwoman Manzione, "Aye"; Councilman Hansen, "Aye"; Councilman McCall "Aye"; and Chairman Brady, "Aye". The motion passed 4-0.

8. **Resolution 2025-87 A Resolution of the Tooele City Council Acknowledging the Mayor's Reappointments of Tyson Hamilton and Kelley Anderson, and New Appointment of Sarah Faircloth to the Planning Commission**

Presented by Debbie Winn, Mayor

Mayor Winn began by emphasizing the vital role of volunteers in the city's operation, and expressed appreciation to those who are willing to serve. She requested the Council's acknowledgment of three appointments to the Planning Commission. The two reappointments are Tyson Hamilton and Kelly Anderson, who will both serve additional four-year terms expiring on December 31, 2029. Additionally, Sarah Faircloth is being newly appointed to serve as an alternate Planning Commission member, replacing Mr. Jon Gossett, who was recently elected to the City Council. Mayor Winn expressed gratitude for the growing number of qualified residents interested in serving, noting that she, Councilwoman Manzione, and Chairman Brady had interviewed several excellent candidates for the position.

Motion: Councilman Hansen moved to approve Resolution 2025-87 A Resolution of the Tooele City Council Acknowledging the Mayor's Reappointments of Tyson Hamilton and Kelley Anderson, and New Appointment of Sarah Faircloth to the Planning Commission. Councilwoman Manzione seconded the motion. The vote was as follows: Councilman McCall "Aye"; Councilman Hansen, "Aye"; Councilwoman Manzione, "Aye"; and Chairman Brady, "Aye". The motion passed 4-0.

9. **Resolution 2025-88 A Resolution of the Tooele City Council Re-Appointing Chris Sloan and Weston Jensen, and Newly Appointing Amanda Cordova and Frank John Linford to the Tooele City Planning Commission**

Presented by Justin Brady, City Council Chairman

Chairman Brady presented this resolution regarding several appointments and reappointments to the Planning Commission. The proposed reappointments included Chris Sloan and Weston Jensen, each for four-year terms expiring December 31, 2029. To fill the vacancy created by the resignation of Commissioner Matt Robinson, the resolution requested the appointment of Amanda Cordova to serve the remainder of Mr.

Robinson's term, which ends December 31, 2027. Finally, with the expiration of Alison Dunn's term and her resignation, the resolution requested to appoint Frank John Linford to serve as an alternate member for a four-year term expiring December 31, 2029.

Chairman Brady acknowledged the nominees present and expressed gratitude for their commitment to serving the city.

Motion: Councilwoman Manzione moved to approve Resolution 2025-88 A Resolution of the Tooele City Council Re-Appointing Chris Sloan and Weston Jensen, and Newly Appointing Amanda Cordova and Frank John Linford to the Tooele City Planning Commission Presented by Justin Brady, City Council Chairman. Councilman Hansen seconded the motion. The vote was as follows: Councilwoman Manzione, "Aye"; Councilman Hansen, "Aye"; Councilman McCall "Aye"; and Chairman Brady, "Aye". The motion passed 4-0.

10. Resolution 2025-91 A Resolution of the Tooele City Council Re-Appointing Jed Winder to the North Tooele City Special Service District

Presented by Justin Brady, City Council Chairman

Chairman Brady presented this resolution as he serves as the City Council liaison to the North Tooele City Special Service District (NTCSSD). He mentioned that the NTCSSD Board is now a five-member board, reduced from a seven-member board a few years ago. Chairman Brady announced that Mr. Winder has served since 2008, and that he actively participates, does a great job, and knows the area very well. This reappointment would be a four-year term beginning January 1, 2026 through December 31, 2029.

Motion: Councilman McCall moved to approve Resolution 2025-91 A Resolution of the Tooele City Council Re-Appointing Jed Winder to the North Tooele City Special Service District. Councilman Hansen seconded the motion. The vote was as follows: Councilman McCall "Aye"; Councilman Hansen, "Aye"; Councilwoman Manzione, "Aye"; and Chairman Brady, "Aye". The motion passed 4-0.

11. Resolution 2025-89 A Resolution of the Tooele City Council Declaring Surplus Certain Technology-Related Equipment, and Authorizing its Disposal

Presented by Shilo Baker, City Recorder

Ms. Baker presented a list of obsolete technology equipment, including phones, computers, monitors, and printers, for the Council to declare as surplus. She noted that these items had reached the end of their usable life and no longer meet the city's technology needs. In accordance with policy, the IT Department retained replaced devices for a designated period and evaluated them for salvaging or repurposing components before deeming them surplus. Approval was requested to declare these items surplus so they can be responsibly recycled.

Motion: Councilman Hansen moved to approve Resolution 2025-89 A Resolution of the Tooele City Council Declaring Surplus Certain Technology-Related Equipment, and Authorizing its Disposal. Councilman McCall seconded the motion. The vote was as follows: Councilwoman Manzione, "Aye"; Councilman Hansen, "Aye"; Councilman McCall "Aye"; and Chairman Brady, "Aye". The motion passed 4-0.

12. Invoices and Purchase Orders

Presented by Shilo Baker, City Recorder

Chairman Brady announced that there were no invoices or purchase orders to present for consideration during the meeting.

13. Minutes

- ~ November 12, 2025 General Vote Canvass Meeting Minutes
- ~ November 19, 2025 Work Meeting Minutes
- ~ November 19, 2025 Business Meeting Minutes

There were no corrections to the minutes.

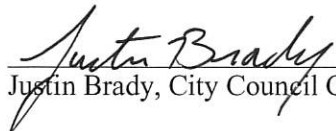
Motion: Councilwoman Manzione moved to approve the November 19, 2025 City Council Work Meeting Minutes and the November 19, 2025 City Council Business Meeting Minutes. Councilman McCall seconded the motion. The vote was as follows: Councilman McCall, "Aye", Councilman Hansen, "Aye"; Councilwoman Manzione, "Aye"; and Chairman Brady, "Aye". The motion passed 4-0.

14. Adjourn

Chairman Brady adjourned the meeting at 7:36 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 17th day of December, 2025


Justin Brady, City Council Chair

Tooele City Open Forum Record Sheet

Date: December 3, 2025

Please PRINT the following information:

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