

North Tooele City Special Service District Business Meeting

Date: August 6, 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

Kim Stenquist, arrived at 8:10 p.m.

Brian Roth

Excused

Jed Winder

Katrina Call

Others Present

Christian Springer, Jensen Family Landscape

Justin Brady, Tooele City Councilman

Travis Brady, Independent CPA

Teresa Young, Clerk/Minutes Composition

Anna Anglin, City Planner

Minutes prepared by Teresa Young

1. Open Meeting and Roll Call

Chairman Hammer called the meeting to order at 8:01 p.m. He asked that all members and attendees identify themselves and for the record asked that Board Members Jed Winder and Katrina Call be excused.

2. Public Comment Period

Chairman Hammer opened the public hearing at 8:01 p.m. Seeing no members of the public coming forward, Chairman Hammer closed the public hearing at 8:01 p.m.

3. City Council Report

Presented by Councilman Justin Brady

Councilman Brady reported that development in the area continues to move forward. Construction of the Holiday Oil project is progressing, including planned road and traffic improvements. Apartment construction on the north end of town is also advancing, and several preliminary subdivision plans are being considered that could contribute to continued growth in the northwest area. The City is also working with the Perry Group on plans for a future park and a combined fire and police station. He noted that additional commercial development is being discussed throughout the area, including potential restaurants, a gym, and other businesses, although some plans have not yet been publicly confirmed.

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

Presented by Board Member Katrina Call

Board Member Call was excused. No other board members had anything to report.

Anna Anglin, City Planner explained that she would like to develop the landscape ordinance using objective, knowledgeable input rather than individual opinions or preferences regarding landscaping, turf, or tree canopy. She proposed eventually forming a committee consisting of City staff and residents with knowledge of local landscaping conditions to provide guidance and recommendations for the ordinance. She noted that the first step would be to present the concept to the City Council and establish the committee's purpose and scope.

Board Member Stenquist arrived at 8:10 p.m.

5. Jensen Family Landscape Report

Mr. Springer with Jensen Family Landscaping provided an update on landscaping maintenance and repairs from June 19 through the current period. The invoice includes weekly mowing and previously approved repair work, which was completed below the approved amount and billed based on time and materials.

He reviewed several repairs, primarily on the north side of 2000 North and near 400 West and the junior high. Several of the issues were located in areas installed by Hallmark Homes, including cracked fittings, damaged components, and a sprinkler head that had not been properly installed and caused water to collect under the new grass. The Board discussed pursuing Hallmark Homes under the warranty and requested that the Hallmark-related work be separated from the invoice so the District can determine whether those costs can be recovered from Hallmark Homes.

Mr. Springer also discussed an area along 400 West that appeared dry. He explained that a stuck valve had caused water to run continuously, and a homeowner shut off the water supply to prevent flooding. The grass became stressed during the period without water, particularly due to the high temperatures, but the system has since been repaired and is providing adequate coverage.

The Board discussed replacing the battery-operated timers on the north side of 2000 North. Mr. Springer recommended solar-powered pedestal timers with a battery bank as a more reliable and potentially more economical option than installing 120-volt electrical service. He estimated that approximately three timers may be needed and agreed to provide costs and additional information for the September meeting.

The Board also discussed creating a shared system for Board members to report landscaping or maintenance concerns so that issues can be tracked and everyone knows what has been reported or addressed. Mr. Springer said Board members could also contact him directly by phone or text.

Finally, the Board discussed using Preen or another pre-emergent product to reduce weeds in the landscaping areas. Mr. Springer recommended allowing newly planted flowers and shrubs time to become established before applying pre-emergent, but said established shrub areas could be treated.

6. Vice Treasurer's Report

Presented by Board Member Jed Winder

a. **Approval of Invoices and Reimbursements**

Board Member Winder was excused.

Chairman Hammer asked Mr. Springer to separate the repairs related to Hallmark Homes from the regular invoice and bill those items separately. The minutes from the June 18, 2026 meeting were approved prior to consideration of the invoices.

Motion: Board Member Stenquist moved to approve the two invoices: Jensen Family Landscaping for \$23,972.01, excluding warranty-related work, and Mr. Brady's invoices totaling \$150 for July and August reports. 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 2026**

Mr. Brady reviewed the annual fraud risk assessment and explained that the Service District falls within the low-to-moderate risk range due to its size, written policies, and separation of duties. He noted that he reconciles the bank statements but does not have access to checks, while Chairman Hammer and Mr. Winder have check access and signing authority. The Board discussed whether employees and elected officials should annually sign an ethics statement and agreed to look into whether the District can use a similar process to the City.

Mr. Brady also reviewed the remaining annual financial filings. Chairman Hammer will need to electronically sign the fraud risk assessment and financial certification, after which the required forms will be up to date with the State. A separate self-evaluation form will be presented to the Board at the September meeting.

For FY 2026, the General Fund ended with a \$7,700 deficiency, which was better than the budgeted \$23,000 deficiency. Property tax revenue was slightly higher than budgeted, and landscaping expenses were slightly under budget, partly due to the lack of snow during the winter and fewer repairs during that period.

Mr. Brady reported that the District has approximately \$61,000 in cash and should have enough funds to operate through December, when property tax revenues are received. He noted that the proposed property tax increase is intended to provide additional funds for aging infrastructure and future landscaping repairs. The District will continue monitoring expenses and infrastructure needs annually to determine whether additional increases may be necessary in the future.

Mr. Brady discussed the key points to present at the upcoming Truth in Taxation hearing. He explained that the Service District's financial challenges began after it was determined that the District needed to pay for water, which resulted in a property tax increase several years ago. Since then, additional areas have been added to the District, significantly increasing the area that must be maintained without a corresponding increase in the property tax base.

He also noted that much of the Service District's infrastructure is approximately 26–27 years old, including the sprinkler systems and piping, and the landscaping and trees now require increased maintenance as they mature. The proposed property tax increase is intended to help cover these ongoing maintenance and repair costs.

Although the proposed increase may sound significant as a percentage, the estimated impact on an average residential property is approximately \$25–\$30 per year, or about \$2–\$3 per month. The increase was initially expected to be approximately 45%, but after the State updated property valuations, the proposed increase was reduced to approximately 31%.

7. Chair Report

Presented by Chair Jeff Hammer

Chairman Hammer had nothing to report.

8. Approval of minutes from the meeting held on June 18, 2026

There were no corrections to the minutes.

Motion: Board Member Roth moved to approve minutes from the meeting held on June 18, 2026. Board Member Hammer seconded the motion. Vote was “Aye” for all board members. Motion passed.

9. Next in person meeting is scheduled for August 27, 2026 (Truth-In-Taxation Public Hearing)

Chairman Hammer confirmed that the next in-person meeting will be held on August 27, 2026, and will be the Truth-in-Taxation Public Hearing. It will be in the large conference room.

Ms. Anglin, City Planner, introduced herself and explained that she is working on a citywide landscaping ordinance rewrite. She stated that her goal is to develop regulations based on professional expertise and local conditions rather than individual opinions, including guidance on turf, water-wise landscaping, plant selection, tree canopy, and appropriate use of native vegetation. She also hopes to consolidate the landscaping requirements into one section of the City Code to make them easier to understand and administer.

Ms. Anglin is planning to present the concept to the City Council and would like to establish a committee or group of individuals with landscaping and horticultural expertise to provide input. She invited those with relevant experience to participate and asked for recommendations of others who may be able to contribute.

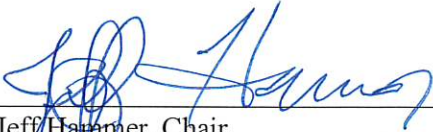
Several individuals were identified as potential resources, including Christian with Jensen Family Landscaping and individuals with experience at the golf course. Jenny Hooper was also recommended as a landscape architect with experience designing landscape plans. Ms. Anglin noted that having a variety of knowledgeable perspectives would help ensure the ordinance is based on practical expertise rather than opinion.

10. Adjourn

Chairman Hammer adjourned the meeting at 8:44 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 24th day of September, 2026



Jeff Hammer, Chair
North Tooele City Special Service District