



North Tooele City Special Service District Business Meeting

Date: September 24, 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

Katrina Call

Kim Stenquist

Brian Roth

Jed Winder

Others Present

Christian Springer, Jensen Family Landscape

Justin Brady, Tooele City Councilman

Travis Brady, Independent CPA

Teresa Young, Clerk/Minute Composition

Minutes prepared by Teresa Young

1. Open Meeting and Roll Call

Chairman Hammer called the meeting to order at 8:00 p.m. He asked that all members and attendees identify themselves and for the record. Board Member Winder arrived at 8:02 p.m.

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 provided an update on several road and development projects in the area. He reported that the Holiday Oil road project is nearing completion, with an anticipated completion around the end of October, although an exact date has not been provided. Roadwork near the hospital and Overlake area is also ongoing, with the road expected to remain difficult to access for the next couple of weeks. The pothole and road repairs near the hospital have reportedly been identified as a priority and are expected to be completed within the next few weeks.

Councilman Brady noted that 1000 North has been paved, while additional work remains on Franks Drive, including striping and curb work. He also reported that UDOT continues to manage portions of the Holiday Oil intersection project, including the installation of permanent traffic signals. Temporary lighting was previously installed by the City while awaiting UDOT's permanent solution.

Councilman Brady also discussed the unopened road north of Holiday Oil connecting to Berra Boulevard. He stated that he has raised the issue with the City several times and was previously told it would be addressed. He plans to follow up again regarding the barricades and access, particularly because the road would provide an additional access route for residents and emergency services.

Regarding development, Councilman Brady reported that the Chick-fil-A project has received Planning Commission approval for its conditional use permit for a drive-through, with additional construction activity anticipated in the coming months. He also noted that the WinCo project may be moving closer to development. Perry Homes has begun installing additional roads near the temple, and continued residential and commercial growth is expected in the area. Development is also occurring on property north of Holiday Oil, which is believed to be zoned for multifamily residential development and could accommodate townhomes or apartments.

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

Presented by Board Member Katrina Call

Board Member Call had nothing to report.

5. Jensen Family Landscape Report

Mr. Springer provided an update on landscaping services completed since the previous meeting. He reported that sprinkler work was completed, including troubleshooting dry areas along 400 West. A sprinkler timer at the detention basin had been turned off, and the system was tested to ensure each zone was operating properly. Additional troubleshooting was later performed south of the bridge on the east side of 400 West, where some areas remained dry. The solenoids were functioning, but wiring was repaired and the system was verified to be operating correctly.

Mr. Springer noted that much of the grass has recovered, although some areas between the bridge and the detention basin remain dormant due to the high temperatures and lack of sufficient moisture. The majority of the area near 2000 North and toward the temple, as well as most of Fourth West, is looking good and beginning to recover. He also reported that the third round of fertilizer and weed control has been completed, along with regular weekly mowing. Due to the cooler temperatures, approximately three more mowing's are anticipated, with weekly mowing expected to conclude around mid-October.

Mr. Springer also clarified an invoice related to repairs at the townhomes near the roundabout. The District had previously paid the invoice, and a duplicate invoice had been created to seek reimbursement under the applicable warranty. He stated that he would delete the duplicate unpaid invoice and bill the appropriate party as previously discussed.

6. Vice Treasurer's Report

Presented by Board Member Jed Winder

a. Approval of Invoices and Reimbursements

Board Member Winder reviewed its outstanding invoices, including \$19,506 for Jensen Family Landscape services and a \$50 invoice from Travis Brady. The annual dues for the Utah Association of Special Districts were also discussed, totaling \$468. The Board questioned the benefit of continuing the membership but noted that the association

provides legislative representation, training, templates, and other resources for special districts.

The Board also discussed several Truth-in-Taxation publication invoices, including charges for combined notices and a separate notice for the District. Clarification was needed regarding the duplicate or separate invoices and how the costs were allocated between the entities.

The Board reviewed the District's cash balance and discussed concerns about having sufficient funds to cover upcoming expenses before property tax revenue is received in December. After paying the current invoices, the District would have approximately \$6,000 remaining, while monthly water expenses are generally \$4,000 to \$5,000. The Board discussed reducing or temporarily holding water payments if necessary, although the irrigation system is already scheduled to reduce watering in October.

After discussion, the Board favored paying the current invoices, with the exception of the water bill, which could be deferred if necessary until property tax revenue is received. The Board also discussed the possibility of coordinating payment timing with Jensen Family Landscape to avoid a cash-flow issue.

Motion: Board Member Roth moved to approve payment of \$50 to Travis Brady for the current month's services, \$19,506 to Jensen Family Landscape for services provided through the end of August, \$145 to Tooele County for the Truth-in-Taxation public notice, \$400 to the Tooele Transcript for the Truth-in-Taxation public notice, and \$468 to the Utah Association of Special Districts for annual dues. Board Member Stenquist seconded the motion. The vote was "Aye" for all board members. The motion passed.

Independent CPA

Presented by Travis Brady

b. Status of Budget/Expenses for Fiscal Year 2026

Mr. Brady reported that the irrigation system would remain operational for one additional month, with water expenses to be reviewed at the next meeting. Property tax revenue is expected in December, and all required reports have been filed, with the remaining quarterly report to be completed to avoid any delay in receiving the revenue.

He noted that the District's remaining Fiscal Year 2026 expenses are primarily for landscaping and water, and the cash balance is expected to remain tight through the end of the year. Staff will continue monitoring expenses, particularly snow removal and landscaping costs, through the winter. By February or March, the District should have a better understanding of the total costs and whether the approved \$159,000 budget for Fiscal Year 2027 will be sufficient for Fiscal Year 2028 or if a small tax increase may be necessary.

7. Chair Report

Presented by Chair Jeff Hammer

Chairman Hammer discussed soliciting bids for the District's landscaping and maintenance services. The Board generally agreed that a five-year contract would be appropriate, with

provisions allowing either party to terminate the agreement if necessary. An alternative of a one-year contract with four optional renewals was also discussed.

The Board discussed starting the new contract around March or April to coincide with the transition from snow removal to landscaping services. Chairman Hammer will review the City's existing contract terms and conditions with Shilo Baker and use those as a guide for preparing the solicitation. The goal is to have the solicitation prepared by January, with approximately 30 days for vendors to submit proposals before the contract is awarded.

The Board also discussed how future price increases and additional development should be addressed in the contract. Pricing could be structured using a baseline or per-square-foot/per-service rate to account for additional areas coming online, including approximately 3,100 additional units anticipated over the next five years. The solicitation will be written to ensure the process is competitive and transparent, consistent with the use of taxpayer funds.

8. Approval of minutes from the meetings held on August 6, 2026 and August 27, 2026

There were no corrections to the minutes.

Motion: Board Member Hammer moved to approve the minutes for the meeting held August 6, 2026. Board Member Stenquist. The vote was "Aye" for all board members. The motion passed.

Motion: Board Member Winder moved to approve the minutes for the meeting held August 27, 2026. Board Member Roth seconded the motion. The vote was "Aye" for all board members. The motion passed.

9. Next in person meeting is scheduled for October 22, 2026

Chairman Hammer advised the next meeting is scheduled for October 22, 2026, with the following meeting scheduled for November 19, 2026. Board Member Stenquist advised she would be unable to attend the November 19th meeting.

10. Adjourn

Chairman Hammer adjourned the meeting at 8:49 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 22nd day of October, 2026



Jeff Hammer, Chair
North Tooele City Special Service District