



G R E A T E R S A L T L A K E

Municipal Services District

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT

Held on Wednesday, July 26, 2023, at 6:00 p.m.

At 2001 South State Street

Room N2-800

Salt Lake City, UT 84190

Trustees Present:

Joe Smolka, Chair

Keith Zuspan, Vice-Chair

Kelly Bush (via Webex)

Sean Clayton (via Webex)

Paulina Flint (via Webex)

Trish Hull- Mayor Pro Tempore, Magna Metro Township (for Dan Peay)¹

Trustees Excused:

Dan Peay

Laurie Stringham

Staff Present:

Marla Howard, General Manager

Brian Hartsell, Associate General Manager

Stewart Okobia, Director of Finance

Tabitha Mecham, Executive Assistant

Trent Sorensen, Director of Planning and Development Services

Izabela Miller, Director of Information Technology

Mark Anderson, Legal Counsel

Maridene Alexander, Communications Manager (via Webex)

Kirk Boyington, Chief Building Official (via Webex)

Others Present:

Steve Kuhlmeier, Salt Lake County Public Works Engineering

Shane Ellis, Salt Lake County Public Works Engineering

Scott Baird, Salt Lake County Public Works Department Director

Lisa Hartman, Salt Lake County Associate Deputy Mayor

Paul Ashton, Magna and White City Metro Townships Legal Counsel (via Webex)

David Brickey, Magna Metro Township Administrator

Helen Peters, Salt Lake County Director of Regional Planning and Transportation

Rori Andreason, White City Metro Township Administrator

Judd and Debbie Mackintosh, Cardiff Canyon residents

¹ Sitting as authorized by Utah Code § 17B-2a-1106(2)(b)(ii).

Trustees

Joe Smolka

Chair

Keith Zuspan

Vice Chair

Kelly Bush

Sean Clayton Paulina Flint

Dan Peay

Laurie Stringham

1. Call to Order

Chair Smolka called the meeting to order at 6:00 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Public Comments

Judd Mackintosh stated that he represents the Land, Water, and Wildfire Committee with Log Cabin Republicans and the residents of Cardiff Canyon. He stated that applications for a Conex box and a yurt have been waiting to be approved for approximately nine months. The owners are hoping to get the approvals that will allow them to finish their projects. He stated that some of the MSD staff requests for additional information seem unusual, like furniture placement, and the owners are being asked to sign an affidavit to eliminate certain uses for their properties.

4. Approve Board Meeting Minutes for May 10, 2023, May 24, 2023, and June 21, 2023

Following a brief discussion, Trustee Hull moved to approve all of the Board meeting minutes as presented. Trustee Clayton seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Hull, and Zuspan each voting “aye”.

5. Report from the Audit Committee

This item was tabled until the next Board meeting.

6. Approve second quarter financial statements and disbursements.

This item was tabled until the next Board meeting.

7. Budget adjustment for 3100 S Storm Drain Project- EFCMC190005

Steven Kuhlmeier requested a \$75,000 Budget Adjustment for the 3100 South Storm Drain Project in Magna, with \$70,000 to come from another Magna storm drain project (the Cyprus Storm Drain Project), and \$5,000 to come from other Contingency Funds.

Trustee Flint moved to approve a Budget Adjustment for the 3100 South Storm Drain Project- EFCMC190005, as requested. Trustee Hull seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Hull, and Zuspan each voting “aye”.

8. Approve Funding for design of Emigration Canyon Road repair in Unincorporated County in the amount of \$21,700

Shane Ellis explained that this request deals with a section of Emigration Canyon Road in unincorporated Salt Lake County where damage was caused by a small landslide. Salt Lake County Operations did not feel comfortable making the repair on its own and asked for

assistance from Public Works Engineering. This request is for money for survey analysis and design work.

Trustee Flint moved to approve funding for the design of an Emigration Canyon Road repair in unincorporated Salt Lake County, in the amount of \$21,700 to come from the Miscellaneous Projects Fund. Trustee Bush seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Hull, and Zuspan each voting “aye”.

9. Approve budget adjustment for Sego Lilly construction for an additional \$500,669

Shane Ellis explained that a Budget Adjustment is required for the Sego Lilly Project in White City, which has been rebid. The Project cost was very high the first time it went out to bid, but the rebid cost is about \$1,000,000 less. Mr. Ellis requested that a contingency fund be available for this Project. Two Hundred Ninety Thousand Six Hundred Sixty Dollars (\$290,660) will come from other carryover projects. White City plans to use approximately \$210,000 of ARPA funds for the Project.

Trustee Bush moved to approve a Budget Adjustment for Sego Lilly construction to provide an additional \$500,669 for the Project. Trustee Flint seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Hull, and Zuspan each voting “aye”.

10. Discuss and approve Capital Projects selections for 2024

Brian Hartsell and Stewart Okobia presented an update to the 2024 Capital Projects list and provided FY (fiscal year) 2024 project recommendations based on the projected availability of funds, established criteria, and input regarding the project priorities provided by each MSD Board member.

11. Discuss and approve allocation of unallocated Bond proceeds

See the above discussion. Agenda items 10 and 11 were discussed in conjunction with each other.

12. Discuss and approve the Agreement for Access to Motor Vehicle Records – Government Agency for parking enforcement

Marla Howard and Mark Anderson explained the need to have a contract with the Department of Motor Vehicles to obtain information that is necessary for parking enforcement in the Town of Brighton. A network agreement with NIC Utah will also be necessary. Mark Anderson stressed that very sensitive data is involved, and it is important that it be used in the proper way. Alicia Gonzalez would be the only person with access to this information, to ensure that it is used and secured properly. Mr. Anderson suggested that, in the motion, Marla Howard be authorized to sign any additional contracts that may assist in obtaining access to needed information.

Trustee Flint moved to approve the Agreement for Access to Motor Vehicle Records – Government Agency for parking enforcement, and to authorize Marla

Howard to sign any additional contracts that may be necessary to gain access to needed information. Trustee Zuspan seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Hull, and Zuspan each voting “aye”.

13. Discuss and Adopt Resolution Approving an Agreement Between the Town of Brighton and the MSD for the Provision of Services and Staffing, including Parking Enforcement

This agenda item wasn’t discussed.

14. General Manager report

Marla Howard presented her General Manager’s report:

- Staff analysis for 2023 has gone out through today.
- Economic Development Manager position job description has been written.
- Board meeting on Friday July 28th for the 2024 Budget
- Reminder that the Board authorized the General Manager to implement Budget Adjustments if they involve only one jurisdiction and move money from one project to another project in that jurisdiction. Marla approved a \$200,000 Budget Adjustment from Piper Blvd to Misty Way.
- Audited Financial Statement completed and uploaded to the State website.
- Next Budget meeting will include a General Fund review.
- On August 23rd, the Capital Budget will be considered.
- Salt Lake County Parks Maintenance will scale back its services to pocket parks. A RFQ (Request for Qualifications) has gone out to landscape maintenance companies, and staff will evaluate their services.
 - Trustee Bush stated that Salt Lake County should be responsible for the maintenance of parks until title to the parks has been transferred to the Metro Townships.

15. Other Metro Township, Town, Unincorporated County, and Greater Salt Lake Municipal Services District business

There was no other business to be considered by the Board.

16. Discussion of future agenda items

No future agenda items were suggested.

17. Discussion of the character, professional competence, or physical or mental health of an individual (possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(a))

There was no need to go into a closed meeting.

18. Discussion of pending or reasonably imminent litigation (possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(c))

There was no need to go into a closed meeting.

19. Adjourn

Trustee Flint moved to adjourn the meeting. Trustee Hull seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Hull, and Zuspan each voting “aye”.

Chair Smolka declared the meeting to be adjourned at 7:17 p.m.

Approved by the Board of Trustees on the 8th day of November, 2023.

Joe Smolka, Chair

ATTEST:

Stewart Okobia, Clerk