



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 Wednesday, August 9, 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)  
Dan Peay  
Laurie Stringham (via Webex)

#### **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 (via Webex)  
Mark Anderson, Legal Counsel (via Webex)  
Tyson Turner, Long-Range Planning Intern (via Webex)  
Kirk Boyington, Chief Building Official (via Webex)  
RJ Mauldin, Code Enforcement Officer (via Webex)  
Alex Rudowski, Grading, Floodplain, & Stormwater Manager  
Alicia Gonzales, Code Enforcement Supervisor

#### **Others Present:**

Ryan Anderson, Salt Lake County Municipal Services and Planning Program Manager (via Webex)  
Steve Kuhlmeier, Salt Lake County Public Works Engineering  
Lisa Hartman, Salt Lake County Associate Deputy Mayor (via Webex)  
Crystal Hulbert, Salt Lake County Director of Public Works Operations (via Webex)  
Paul Ashton, Magna and White City Metro Townships Legal Counsel (via webex)  
Rori Andreason, White City Metro Township Administrator (via Webex)  
Gary Bowen, Emigration Canyon Metro Township Representative on the Salt Lake County Animal Services Advisory Committee (via Webex)  
David Brickey, Magna Metro Township Administrator

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#### **Trustees**

**Joe Smolka   Keith Zuspan   Kelly Bush   Sean Clayton   Paulina Flint   Dan Peay   Laurie Stringham**  
**Chair   Vice Chair**

## **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**

There were no public comments.

## **4. Approve Board Meeting Minutes for June 7, 2023, and July 12, 2023**

**Trustee Peay moved to approve the Board meeting minutes as presented. Trustee Zuspan seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay and Zuspan each voting “aye”.**

## **5. Report from Audit Committee**

Trustee Clayton reported on the Audit Committee meeting that was held on August 9, 2023. He stated that the Audit Committee recommended that the MSD Financial Statements and disbursements for the second quarter of 2023 be approved by the Board.

## **6. Approve second quarter financial statements and disbursements**

**Trustee Clayton moved to approve the second quarter Financial Statements and disbursements. Trustee Flint seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay, and Zuspan each voting “aye”.**

## **7. Discuss and approve action on Emigration Canyon Flooding remediation**

Crystal Hulbert discussed issues that resulted from spring runoff and flooding in Emigration Canyon. She stated that it will cost approximately \$135,000 to remediate the issues.

**Trustee Bush moved to approve \$135,000 to remediate the damage caused by flooding in Emigration Canyon. Trustee Flint seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay, and Zuspan each voting “aye”.**

## **8. Discuss and potential action for the MSD Development Training Program**

Kirk Boyington presented the Development Training Program that he, Marla Howard, and Trent Sorenson created. Marla presented additional information regarding how the program could affect the employee pay structure.

**Trustee Flint moved to approve the MSD Development Training Program. Trustee Peay seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay, and Zuspan each voting “aye”.**

## **9. 2024 Proposed Budget Overview Discussion and Possible Action**

Stewart Okobia presented the proposed 2024 MSD Budget.

Trustee Stringham joined the meeting during this discussion.

## **10. Discussion and potential action on Stormwater fees study**

Brian Hartsell presented the history of the Stormwater fee study that was conducted in 2018 and 2019, and recommended that the Trustees review the study if they are interested in the possible imposition of stormwater fees by the MSD member entities (the Metro Townships, the Town of Brighton and Salt Lake County). Carryover funds totaling approximately \$22,000 could be used to refresh the study.

## **11. Discussion and potential approval of Economic Development Manager job description and position**

Marla Howard asked the Trustees to review the Economic Development Manager job description and get back to her with comments. She expressed a desire to make sure the job description adequately describes the duties of the position.

## **12. Discussion on Justice Courts and meeting with Salt Lake County Finance**

Stewart Okobia stated that he and Marla Howard met with Jared Steffey, Catherine Kanter, Laurie Stringham, and Brian Hartsell to discuss actions that would be required to close the Justice Court.

## **13. Discussion on responding to public comments**

During the discussion, Mark Anderson noted that there may be some confusion in the communities served by the MSD regarding what the MSD does, and alluded to the information Board members need to effectively represent their communities.

## **14. General Manager's report**

Marla Howard presented a brief General Manager's Report:

- We are celebrating the birth of the MSD family's first baby with a potluck on August 10, 2023. Kayla and RJ Mauldin are due to have a baby on September 11.
- There will be a MSD BBQ and team building activity at Big Bear Park on September 12.
- Trent Sorenson, Kirk Boyington, Brian Hartsell, Marla Howard, and Alex Rudowski will participate in Hazard Mitigation Training in 2 weeks.
- Brian Hartsell stated that an MSD team met with Baker Tilly about the fee study, and there will be a meeting next week to review the draft report. They will be invited to a meeting in September.

## **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))**

**Trustee Peay moved to go into closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code Ann. § 52-4-205(1)(a). Trustee Flint seconded the motion. The motion carried with Trustees Smolka, Bush, Clayton, Flint, Peay, Stringham and Zuspan each voting “aye”.**

Chair Smolka declared the meeting to be closed at 7:16 p.m. with all of the members of the Board of Trustees present, along with Marla Howard, Tabitha Mecham, and Mark Anderson.

Chair Smolka declared the meeting to again be open at 8:06 pm. No action was taken during the closed portion of the meeting other than the approval of a motion to close the closed meeting and return to open session.

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

There was no need for this agenda item.

## **18. Adjourn**

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

Chair Smolka declared the meeting to be adjourned at 8:06 p.m.

**Approved by the Board of Trustees on the 13<sup>th</sup> day of December, 2023.**

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Joe Smolka, Chair

**ATTEST:**

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Stewart Okobia, Clerk