



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, February 14, 2024, at 6:00 p.m.
At 2001 South State Street
Room N2-800
Salt Lake City, Utah 84190

Trustees Present:

Keith Zuspan, Chair
Sean Clayton, Vice-Chair (Via Webex)
Eric Barney
Kelly Bush (Via Webex)
Paulina Flint
Joe Smolka (Via Webex)
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
Mark Anderson, Legal Counsel
Maridene Alexander, Communications Manager
Alex Rudowski, Grading, Floodplain and Stormwater Manager
Kirk Boyington, Chief Building Official

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 (via Webex)
Ryan Anderson, Salt Lake County Program Manager, Community Resources and Development
Jared Steffey, Salt Lake County Public Works Fiscal Manager
Steve Calbert
Kara Trevino, Salt Lake County Council Legislative Director
David Brickey, Magna Metro Township Administrator

1. Call to Order

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

Trustees

Keith Zuspan Sean Clayton Eric Barney Kelly Bush Paulina Flint Laurie Stringham Joe Smolka
Chair Vice Chair

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Public Comments

There were no public comments.

4. Approve Board Meeting Minutes for December 13, 2023 and January 10, 2024

Trustee Stringham moved to approve the December 13, 2023 and the January 10, 2024 Board meeting minutes as presented. Trustee Flint seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

5. Update on current projects by SLCO PW Engineering, with a special focus on Series 2022 MSD Bond projects

Shane Ellis and Steve Kuhlmeier, representing Salt Lake County Public Works Engineering, presented an inciteful update on all of the projects Public Works Engineering worked on in 2023, and the Projects that were funded, at least in part, by the 2022 Bond proceeds.

6. Approval of small road studies funds allocation in the amount of \$20,000 from Misc project funds

Shane Ellis stated the requested allocations will be in small amounts of between \$2,000 and \$5,000 each for small road studies, up to a total of \$20,000.

Trustee Bush moved to approve a small road studies fund allocation in the amount of \$20,000 from Miscellaneous Project funds. Trustee Flint seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

7. Approval of Kimley Horn Contract Modification for design services on the 4700 South project Railroad portion, in the amount of \$5,071.86 for a total contracted amount of \$157,678.60

Shane Ellis explained that an additional expenditure of \$5,071.86 is needed for Kimley Horn and Associates, Inc. to bring the design for the 4700 South Street in Kearns up to UDOT standards. Mr. Ellis stated that Mark Anderson has approved the proposed Contract Modification as to form.

Trustee Bush moved to approve the Kimley Horn Contract Modification for design services on the railroad portion of the 4700 South Project in the amount of \$5,071.86, for a total contract amount of \$157,678.60. Trustee Clayton seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

8. Approval of Budget Adjustment for 8425 S & 1000 E Sidewalk projects for Survey (MC240009 & MC240010)

Shane Ellis explained that this recommended expenditure will pay for surveys for two individual projects at \$5,000 each, for a total of \$10,000, which will come from

Miscellaneous Project funds. The projects are in unincorporated Salt Lake County.

Trustee Bush moved to approve a \$10,000 budget adjustment for survey work on the 8425 South and 1000 East Sidewalk Projects. Trustee Flint seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

9. Approve Resolution 2024-02-01 updating the Zions Bank Signature Card for the MSD’s checking accounts.

Brian Hartsell explained that the Zions Bank signature cards should be updated to remove former Chair Joe Smolka and add current Chair Keith Zuspan.

Trustee Barney moved to adopt Resolution 2024-02-01 to update the Zions Bank signature cards for all of the MSD’s accounts with Zions Bank. Trustee Stringham seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

10. Update on ARPA funds

A staff report entitled “Update on ARPA Funds” prepared by Brian Hartsell was included in the Board meeting materials. Mr. Hartsell presented a brief update and overview for the ARPA (American Rescue Plan Act) funds. He documented how the U.S. Treasury defines the term “obligation” and requirements applicable to the expenditure of the funds.

11. Discussion on the Series 2022 MSD Bond and potential Arbitrage

Brian Hartsell presented an update regarding the use of the Series 2022 Bond proceeds, the amount of interest that has accumulated on the proceeds and, based in part on data provided by Stifel, the arbitrage fee the MSD may be required to pay to the IRS.

To reduce the impact of the arbitrage fee, staff recommended moving the unspent bond proceeds to a State and Local Government Security (SLGS) account with US Bank. The Trustees expressed support for that move.

12. Approve contract for Building Inspection Services with Shums Coda Associates, Inc

Brian Hartsell stated that this is the final contract for building inspection services to be provided through the MSD to the municipalities served by the MSD and Salt Lake County.

Trustee Flint moved to approve the contract for building inspection services with Shums Coda Associates, Inc. as presented. Trustee Stringham seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

13. Approve Resolution 2024-02-02 for Surplus Property Declaration

Izabela Miller presented and briefly explained the proposed Surplus Property Declaration dealing with technology.

Trustee Flint moved to adopt Resolution 2024-02-02, thereby approving the Surplus Property Declaration as presented. Trustee Smolka seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

14. Approve an Interlocal Cooperation Agreement between the MSD and the Redevelopment Agency of Salt Lake County.

Brian Hartsell stated that this Interlocal Cooperation Agreement with the Salt Lake County Redevelopment Agency will enable the MSD to be reimbursed for a portion of the cost of new Magna Main Street lights. Mark Anderson reviewed and approved the Agreement as to form, with the exception of a few minor details but, if necessary, Mr. Anderson stated that the Agreement was approvable “as is”.

Trustee Flint moved to adopt Resolution 2024-02-03, thereby approving the Interlocal Cooperation Agreement between the MSD and the Redevelopment Agency of Salt Lake County, with changes recommended by counsel. Trustee Barney seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

15. Discussion on legislative updates

Mark Anderson presented a brief legislative update. He stated that water and law enforcement are major themes of this year’s Legislative Session.

16. General Manager report

Marla Howard presented her General Manager’s Report:

- She mentioned a notice about a Turf Removal H2O Collective.
- Stewart Okobia has sent out the budget worksheets for the 2024-2025 fiscal year.
- During the next Board meeting, there will be a discussion on dealing with capital project selections.
- Current MSD Bylaws will be sent out to the Trustees for review before the next Board meeting.
- The MSD is fully staffed as of today, but a new Building Inspector position will be posted tomorrow.

17. 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.

18. Discussion of future agenda items

No future agenda items were suggested.

19. Discussion of the purchase, exchange, or lease of real property (possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(d))

Trustee Flint moved to go into closed session for the sole purpose of discussing the purchase, exchange, or lease of real property pursuant to

Utah Code Ann. § 52-4-205(1)(d). Trustee Smolka seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

The meeting went into closed session at 7:48 p.m. with all of the members of the Board of Trustees present, along with Brian Hartsell, Marla Howard, Stewart Okobia, Tabitha Mecham, Mark Anderson, Izabela Miller, and Trent Sorenson.

The meeting returned to open session at 8:01 p.m. 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.

20. Consider a Lease Proposal for the 860 Levoy property in Salt Lake City, Utah

Trustee Flint moved to go into closed session for the sole purpose of discussing the purchase, exchange, or lease of real property pursuant to Utah Code Ann. § 52-4-205(1)(d). Trustee Barney seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

21. 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))

This agenda item was not needed.

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

This agenda item was not needed.

23. Adjourn

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

Chair Zuspan declared the meeting to be adjourned at 8:03 p.m.

Approved by the Board of Trustees of the Greater Salt Lake Municipal Services District on the 10th day of April, 2024.

Keith Zuspan, Chair

ATTEST:

Stewart Okobia, Clerk
4893-1364-5233, v. 1