



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, April 10 2024
At 2001 South State Street
Room N2-800
Salt Lake City, UT 84190

Trustees Present:

Keith Zuspan, Chair
Sean Clayton, Vice Chair (via Webex)
Joe Smolka
Eric Barney
Kelly Bush (via Webex)
Paulina Flint
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
Rachel Anderson, Legal Counsel
Joel Grant, Human Resources Manager
Maridene Alexander, Communications Manager (via Webex)
Kirk Boyington, Chief Building Official (via Webex)
Alex Rudowski, Flooding, Stormwater, and Grading Manager (via Webex)
Daniel Torres, Economic Development Manager

Others Present:

Steve Kuhlmeier, Salt Lake County Public Works Engineering
Chad Anderson, Salt Lake County Public Works Engineering
Shane Ellis, Salt Lake County Public Works Engineering
Scott Baird, Salt Lake County Public Works Department Director
Kade Moncur, Salt Lake County Engineering and Flood Control Division Director (via Webex)
Paul Ashton, Magna and White City Metro Townships Legal Counsel
Rori Andreason, Magna and White City Metro Townships Administrator
David Brickey, Magna Metro Township Administrator (via Webex)
Lisa Brunhart, Brighton Town Council (via Webex)
Ryan Anderson, Salt Lake County Office of Regional Development (via Webex)

Trustees

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

1. Call to Order

Chair Zuspan 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, Cardiff Landowners Association, commented about difficulties he is experiencing submitting applications for Cardiff Canyon.

4. Approve Board Meeting Minutes for February 14, 2024, February 28, 2024, and March 27, 2024.

Trustee Stringham moved to approve the February 14, 2024, February 28, 2024, and March 27, 2024 Board meeting minutes as presented. Trustee Smolka seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

5. Introduction of Human Resources Manager

Joel Grant introduced himself and briefly summarized his background and what makes him a good fit for this job. He expressed appreciation for the opportunity to serve our communities and the MSD.

6. Presentation on the Benefits of GIS

Izabela Miller presented a Geographic Information System (GIS) overview and explained how the technology is used. She discussed the usefulness of GIS during the 2020 earthquake and in performing ATC 20 inspections. She referred to the usefulness of the drone, and the information that is gathered, and how it has improved the MSD staff's work product. She identified MSD employees who use GIS in performing their daily duties.

7. Approve 2024 ESRI Licenses

Izabela Miller discussed the ongoing investment in GIS, licenses outside of the enterprise license agreement, and uses for the software.

Trustee Smolka moved to approve the 2024 ESRI Licenses, at a total cost of \$51,469.97. Trustee Flint seconded the motion. The motion carried with Trustees Zuspan, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye” and Trustee Barney voting “nay”.

8. FY2025 Proposed Budget Overview Discussion and Possible Action

a. Cities, Towns, and Unincorporated Budgets

Stewart Okobia presented a summary of the FY 2025 administrative budgets for the cities and towns. The budgets were similar to the prior year, with an overall increase of about 1.81%. He discussed a few changes that should be made before the budgets are finalized. Trustee Flint asked if the ARPA funds must be expended in 2024. Brian Hartsell responded that the funds need to be obligated in 2024.

b. Capital Projects Fund

Stewart Okobia discussed the budget for bond and carryover capital projects for the new fiscal year that will run from July 1, 2024 through June 30, 2025, and went through each member agency's bond and carryover capital projects. He also presented a summary of revenues and expenses for the capital fund, and explained the process used to select new capital projects.

Stewart Okobia and Brian Hartsell shared the list of new capital project requests. A shortened recommended list will be presented for Board consideration during the next Board meeting. They requested that they be notified if there is a project that should be moved to a different priority.

c. MSD General Fund Budget

Stewart Okobia shared highlights from the General Fund Budget and stated that he anticipates a budget increase of about 4.5%. Marla Howard addressed the MSD's staffing needs.

9. Discuss the MSD Bylaws

Keith Zuspan spoke about the importance of modifying the MSD Bylaws to include a provision to limit the Chair and Vice-Chair to two-year terms, and other possible amendments were noted.

10. General Manager report

Marla Howard presented her report as follows:

- She met with Salt Lake County Flood Control in their monthly meeting. Rob Thompson will post snow numbers every two weeks. The ground is more saturated than last year at this time, but there is less snow at lower elevations. Canyon areas will experience some sliding. Sandbags are available. Marie Schleicher and James Burton have been up the canyon taking footage with the drone.
- A job description for the Municipal Clerk/Recorder position is being prepared. Lannie Chapman will work on an ILA (Interlocal Agreement) to extend Clerk services provided by the Salt Lake County Clerk's office personnel beyond April 30th, until the MSD has hired a clerk.
- She reached out to the Lt. Governor's office about H.B. 35. Jordan Schwanke (local entity specialist) agreed that the change from metro townships to four cities and a town will be automatic, and no filings with the Lt. Governor's office will be required, but the Lt. Governor's office may prepare and issue certificates sometime after May

1st to reflect the new municipal classifications. Jordan Schwanke will check with an attorney who represents the Lt. Governor to confirm that information.

- The Resolution that changes the MSD's fiscal year has been filed with the State Auditor's office.
- A Budget public hearing will be held during the first Board meeting in May.

11. 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.

12. Discussion of future agenda items

Trustee Barney requested a discussion of the responsibilities of the MSD in light of the change in form of municipal government for five of the member communities, and their new scope of authority.

13. Discuss the purchase, exchange, or lease of real property (Possible closed meeting pursuant to Utah Code Ann. 52-4-205(1)(d))

This agenda item was not needed.

14. Approve Action on Lease of Real Property

This agenda item was not needed.

15. Discussion regarding the deployment of security personnel, devices or systems (Possible closed meeting pursuant to Utah Code Ann. 52-4-205(1)(f))

This agenda item was not needed.

16. 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.

17. Adjourn

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

Chair Zuspan declared the meeting to be adjourned at 7:34 p.m.

Approved by the Board of Trustees of the Greater Salt Lake Municipal Services District on the 24th day of April, 2024.

Keith Zuspan, Chair

ATTEST:

Stewart Okobia, Clerk

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