



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 13, 2025
At 860 W Levoe Dr Ste 300
Taylorsville, UT 84123

Trustees Present

Keith Zuspan, Chair
Sean Clayton, (via Teams)
Joe Smolka,
Kelly Bush (via Teams)
Paulina Flint
Laurie Stringham (via Teams)
Audrey Pierce*

Trustee Excused:

Eric Barney

Staff Present:

Marla Howard, General Manager
Brian Hartsell, Associate General Manager
Stewart Okobia, Director of Finance
Tabitha Mecham, Office Manager
Lizel Allen, Director of Engineering
Mark Schneider, Director of Information Technology
Trent Sorensen, Director of Planning and Development Services
Mark Anderson, Legal Counsel
Daniel Torres, Economic Development Manager
Chad Anderson, Engineering Manager
Joel Grant, Human Resources Manager
Rachel Manko, Service Desk Support Supervisor
Maridene Alexander, Communications Manager
Martin Pease, Engineering Accountant
Alexander Rudowski, Grading, Floodplain & Stormwater Manager (via Teams)
Diana Baun, Clerk/Recorder (via Teams)
Daniel Hoffman, Senior General Ledger Accountant (via Teams)
Kirk Boyington, Chief Building Official (via Teams)

Others Present:

Steve Kuhlmeier, Salt Lake County Public Works Operations
Paul Ashton, Magna and White City Legal Counsel (via Teams)
Ryan Anderson, Salt Lake County Municipal Services and Planning Program Manager (via Teams)
Rori Andreason, White City Administrator
David Brickey, Magna City Administrator (via Teams)
Brian Buckout, Salt Lake County Emergency Municipal Planner

*Alternate in place of Eric Barney as authorized by Utah Code § 17B-2a-1106(2)(c).

Trustees

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

Madison Warner, Salt Lake County Emergency Municipal Planner
Vaughn Cox, Granite Community Council Chair
Jim Aikens, Granite Community Council
Scott Copeal, OpenGov
Izabel Zarrow, OpenGov

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

There were no public comments.

4. Approve July 9, 2025 Board Meeting Minutes

Trustee Flint moved to approve the July 9, 2025 Board meeting minutes. Trustee Smolka seconded the motion. The motion carried with Trustees Zuspan, Bush, Clayton, Flint, Smolka, Stringham and Pierce each voting “aye”.

5. Report from the Audit Committee meeting on July 23, 2025

Trustee Smolka reported regarding the Audit Committee meeting held on July 23, 2025.

6. Approve the disbursements and financial statements for the period April 1, 2025, to June 30, 2025

Trustee Smolka moved to approve the disbursements and financial statements for the period April 1, 2025, to June 30, 2025. Trustee Flint seconded the motion. The motion carried with Trustees Zuspan, Bush, Clayton, Flint, Smolka, Stringham and Pierce each voting “aye”.

7. Discuss Public Works Operations Overall Pavement Model Presentation

Steve Kuhlmeier presented an in-depth overall review of the pavement status (streets and roads) for the municipalities and unincorporated areas served by the MSD.

8. Review and Approve the Salt Lake County Multi-Jurisdictional Hazard Mitigation Plan and Resolution 2025-08-01

Madison Warner and Brian Buckout presented and discussed the Multi-Jurisdictional Hazard Mitigation Plan.

Trustee Flint moved to adopt Resolution 2025-08-01, thereby approving the Salt Lake County Multi-Jurisdictional Hazard Mitigation Plan. Trustee

Smolka seconded the motion. The motion carried with Trustees Zuspan, Bush, Clayton, Flint, Smolka, Stringham, and Pierce each voting “aye”.

9. Presentation of Capital Budgeting software by OpenGov

Stewart Okobia, Izabel Zarrow, and Scott Copeal presented the OpenGov Capital Budgeting software for use by the MSD, particularly the Engineering Department.

10. Presentation by Granite Hills Community Council

Vaughn Cox and Jim Aikens presented an update on the Granite Hills community incorporation efforts.

11. Approve Critical Dates First Amendment Agreement with Integra CRE, LLC Regarding the Lease Agreement for 860 Levoy Drive, Taylorsville, Utah

Following a brief explanation by Marla Howard, Trustee Stringham moved to approve the Critical Dates First Amendment Agreement with Integra CRE, LLC regarding the Lease Agreement for 860 Levoy Drive, Taylorsville, Utah. Trustee Flint seconded the motion. The motion carried with Trustees Zuspan, Bush, Clayton, Flint, Smolka, Stringham and Pierce each voting “aye”.

18. Discuss September MSD newsletter and 2025 HB 551

This agenda item was heard out of order.

Maridene Alexander, with additional information provided Mark Anderson, explained how the adoption of HB 551 could affect the September MSD newsletter. The newsletter qualifies as a “mass communication” under HB 551. Since the newsletter will go out less than 60 days before the date of the upcoming November election, the image or likeness of any elected official who is a candidate for office cannot appear in the newsletter and, if the candidate’s name is used in the newsletter, the font size can’t be larger than any other print in the newsletter. The newsletter will be distributed on time, containing only content that will comply with the law.

12. Approve the Change Order with MC Contractors for Copperton Storm Drain

This agenda item was tabled.

13. Approve a Master Professional Services Agreement with each the following firms: Advanced Engineering and Environmental Services, LLC (AE2S); AECOM Technical Services, Inc.; Ardurra Group, Inc.; Avenue Consultants, Inc.; Bowen Collins & Associates, Inc.; Consor North America, Inc.; Fehr & Peers Associates, Inc.; Felsburg Holt & Ullevig, Inc.; FOCUS Engineering & Surveying, LLC; Hansen, Allen & Luce, Inc.; Hales Engineering LLC; HCF PLLC; Horrocks Engineers, Inc.; J-U-B ENGINEERS, Inc.; Kimley-Horn and Associates, Inc.; Methods Consulting, Inc.; Parametrix, Inc.; Psomas, Wilson & Company; and WSP USA, Inc.

Chad Anderson and Lizel Allen presented and explained multiple contracts that were the result of an exhaustive competitive procurement process that involved the review and ranking of Statements of Qualifications presented by professional service providers in accordance with requirements of the Utah Procurement Code and applicable purchasing rules.

Trustee Smolka moved to approve a Master Professional Services Agreement with each the following firms: Advanced Engineering and Environmental Services, LLC (AE2S); AECOM Technical Services, Inc.; Ardurra Group, Inc., Avenue Consultants, Inc.; Bowen Collins & Associates, Inc.; Consor North America, Inc.; Fehr & Peers Associates, Inc.; Felsburg Holt & Ullevig, Inc.; FOCUS Engineering & Surveying, LLC; Hansen, Allen & Luce, Inc.; Hales Engineering LLC; HCF PLLC; Horrocks Engineers, Inc.; J-U-B ENGINEERS, Inc.; Kimley-Horn and Associates, Inc.; Methods Consulting, Inc.; Parametrix, Inc.; Psomas, Wilson & Company; and WSP USA, Inc. Trustee Stringham seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

14. Approve Task Order with Methods Consulting, Inc. for sidewalks in Unincorporated Salt Lake County in the amount of \$224,840.00

Chad Anderson presented and explained a Task Order for Methods Consulting, Inc. dealing with sidewalks in unincorporated Salt Lake County, at a total cost of not to exceed \$224,840.00 (the “maximum project fee”).

Trustee Stringham moved to approve the Task Order with Methods Consulting, Inc. for sidewalks in unincorporated Salt Lake County at a total cost of not to exceed \$224,840.00. Trustee Smolka seconded the motion. The motion carried with Trustees Zuspan, Bush, Clayton, Flint, Smolka, Stringham and Pierce each voting “aye”.

15. Approve the Change Order with Lyndon Jones for 4015 West Bridge in Kearns in the amount of \$275,443.64 encompassing four different previously issued Field Orders

Chad Andersson presented Change Order #1 with Lydon Jones Construction, Inc. for additional work on the 4015 West Bridge replacement in Kearns in the amount of \$275,443.64, consolidating four previously issued Field Orders.

Trustee Stringham moved to approve Change Order #1 with Lyndon Jones Construction, Inc. for the 4015 West Bridge in Kearns in the amount of \$275,443.64. Trustee Flint seconded the motion. The motion carried with Trustees Zuspan, Bush, Clayton, Flint, Smolka, Stringham and Pierce each voting “aye”.

16. Approve Interlocal Cooperation Agreement with Salt Lake County and the City of Cottonwood Heights and Resolution 2025-08-02 consolidating four previously issued Field Orders.

Trent Sorenson explained that the Tavaci Subdivision was annexed into the City of Cottonwood Heights on July 1, 2025. Prior to that date, the area was unincorporated and fell under the jurisdiction of Salt Lake County, with the MSD providing planning and development services for unincorporated areas in the County. He explained that the Interlocal Cooperation Agreement outlines a cooperative process for processing and transferring pre-July 1, 2025 applications for the Tavaci Subdivision.

Trustee Smolka moved to adopt Resolution 2025-08-02 to approve the Interlocal Cooperation Agreement with Salt Lake County and the City of Cottonwood Heights. Trustee Stringham seconded the motion. The motion carried with Trustees Zupan, Bush, Clayton, Flint, Smolka, Stringham and Pierce each voting “aye”.

17. IT overview

Mark Schneider reviewed an IT Operational Domains Scorecard, a copy of which was included in the Board meeting materials, with the Trustees. On the whole, he was pleased with the Scorecard, but highlighted areas that will be improved.

19. General Manager report

Marla Howard presented her General Manager's Report:

- Team members recently attended the Rapid Needs Assessment Course to stay current on their training.
- Members of the executive team have done some presentation coaching and received a lot of good feedback.
- New Cyprus High School recently opened in Magna. Several issues, particularly concerning traffic flow and congestion, have arisen that involve several different entities, including the Granite School District, the Railroad, the Utah Department of Transportation, Magna City, the MSD and a homeowners association. Magna City provided additional funding for a raised crosswalk to serve the new school.
- Today, several MSD team members met with Ogden Valley City representatives. They want to contract with a third party to provide current and long-range planning and Code updates for the new City. Management has also been approached by Moab City with a similar request to provide assistance on a fee for services basis.

20. Other City, Town, Unincorporated County, and Greater Salt Lake Municipal Services District business

There was no other business to come before the Board.

21. Identify future agenda items

No future agenda items were suggested.

22. 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.

23. Discuss 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.

24. Discuss 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.

25. Discuss the pending or reasonably imminent litigation (possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(c))

This agenda item was not needed.

26. Adjourn

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

Chair Zuspan declared the meeting to be adjourned at 8:04 p.m.

Approved by the Board of Trustees of the Greater Salt Lake Municipal Services District on the 10th day of September, 2025.

Keith Zuspan, Chair

ATTEST:

Stewart Okobia, Clerk

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