



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, October 8, 2025
At 860 W Levoy Dr Ste 300
Taylorsville, UT 84123

Trustees Present:

Keith Zuspan (via Teams)
Joe Smolka,
Eric Barney
Kelly Bush (via Teams)
Paulina Flint
Laurie Stringham (Via Teams)

Trustee Excused:

Sean Clayton

Staff Present:

Marla Howard, General Manager
Brian Hartsell, Associate General Manager
Stewart Okobia, Director of Finance
Tabitha Mecham, Office Manager
Mark Schneider, Director of Information Technology
Trent Sorensen, Director of Planning and Development Services
Mark Anderson, Legal Counsel
Daniel Torres, Economic Development Manager
Tamaran Woodland, Engineering Manager
Chad Anderson, Engineering Manager
Joel Grant, Human Resources Manager
Daniel Hoffman, Senior General Ledger Accountant (via teams)

Others Present:

Paul Ashton, Magna and White City Attorney
David Brickey, Magna City Administrator
Justin Kahn, Resident

1. Call to Order -

Acting as Chair with the consent of Trustees Smolka and Flint (Chair Zuspan not being physically present and Vice Chair Clayton being excused), Trustee Barney called the meeting to order at 6:00 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

Trustees

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

3. Public Comments

Justin Kahn, an Emigration Canyon landowner, expressed frustration with his interactions with MSD staff and Emigration Canyon procedures and red tape applicable to his property, describing it as a “black hole”.

4. Approve September 10, 2025, Board meeting minutes

Trustee Smolka moved to approve the September 10, 2025, Board meeting minutes as presented. Trustee Flint seconded the motion. The motion carried with Trustees Barney, Bush, Flint, and Smolka each voting “aye”, Trustees Zuspan and Stringham having not yet joined the meeting.

5. Approve Design Contract with WSP USA, Inc. for the 4420 W Project in Kearns in the amount of \$74,562.00.

Trustees Stringham and Zuspan joined the meeting at this time.

Chad Anderson presented background information to explain why this project is being redesigned. He stated that the approval being requested was for Task Order Number 1 under the previously approved Agreement.

Trustee Flint moved to Approve Task Order No. 1 to the Master Professional Services Agreement with WSP USA, Inc. Trustee Bush seconded the motion. The motion carried with Trustees Barney, Bush, Flint, Smolka, Stringham and Zuspan each voting “aye”.

6. Approve the assignment of \$1,100,000 from the unspent FY2025 Contracted Road Maintenance budget for additional road and sidewalk maintenance in FY2026

Brian Hartsell and Stewart Okobia explained that there was an underspend of the Public Works Operations Budget of about \$2,000,000 for the Fiscal Year ending on June 30, 2025. They requested that this underspent amount be used for much needed road and sidewalk maintenance during Fiscal Year 2026.

Trustee Flint moved to approve an assignment of \$1,100,000 from the unspent FY2025 Contracted Road Maintenance Budget to be used for additional road and sidewalk maintenance in FY2026. Trustee Bush seconded the motion. The motion carried with Trustees Barney, Bush, Flint, Smolka, Stringham and Zuspan each voting “aye”.

7. Discuss contract with Laserfiche for document management services

Mark Schneider presented a contract with Laserfiche for document management services. He stated that this product is to be purchased under a state contract at a total cost of \$56,156.19.

Trustee Smolka moved to approve the contract with Laserfiche for document management services. Trustee Flint seconded the motion. The

motion carried with Trustees Barney, Bush, Flint, Smolka, Stringham and Zuspan, each voting “aye”.

8. Discuss contract with GoVocal for community engagement platform services

Maridene Alexander gave a short presentation on the benefits of using GoVocal for community engagement platform services. Trustee Flint stated that more beta testing within the MSD needs to be completed before this goes out to the communities. Trustee Bush stated that she thinks the Board should wait to consider this contract until after Municode has been updated and other pressing items have been addressed because we do not have the staff to pursue new products until pending work and projects are under control.

Trustee Flint moved to table this agenda item. Trustee Bush seconded the motion. The motion carried with Trustees Barney, Bush, Flint, Smolka, Stringham and Zuspan each voting “aye”.

9. Approve Human Resources Information Systems (HRIS)/Payroll Contract

Joel Grant requested that this item be tabled for consideration during a later Board meeting.

Trustee Flint moved to table this agenda item. Trustee Smolka seconded the motion. The motion carried with agenda Trustees Barney, Bush, Flint, Smolka, Stringham and Zuspan each voting “aye”.

10. Approve Utah Retirement System (URS) Policy for the MSD Board

Joel Grant presented the URS Policy for the MSD Board. He stated that non substantive corrections have been suggested by legal counsel. Trustee Barney asked Joel to point out the changes that need to be made, which he did, point-by-point.

Trustee Smolka moved to approve the Utah Retirement System (URS) Policy for the MSD Board, including legal counsel’s suggested edits. Trustee Flint seconded the motion. The motion carried with Trustees Barney, Bush, Clayton, Flint, Smolka, Stringham and Zuspan each voting “aye”.

11. Approval to enter into an interlocal agreement between the MSD, West Valley City and Magna City for participation in a \$15.6M WFRC grant for 7200 West Road Improvements. Included in this is the request to use up to \$500,000 in FY2026 budgeted contracted road maintenance funds for the Magna City portion of the local funding match

Tamaran Woodland presented an Interlocal Agreement between the MSD, West Valley City, and Magna City. Tamaran stated that there is a local match of 6.77%. West Valley City suggested a 60/40 split, with West Valley City taking the lead and with Magna City and the MSD paying 40% of the local match and of cost overages. These payments will come from budgeted contracted road maintenance funds. She explained that this arrangement is contingent on the parties approving an interlocal agreement. Mark Anderson noted that a few minor, non-substantive, tweaks to the Interlocal Agreement may be desirable.

Trustee Flint moved to approve the use of \$500,000 of FY2026 budgeted road maintenance funds for this Project. Trustee Smolka seconded the motion. The motion carried with Trustees Barney, Bush, Flint, Smolka, Stringham and Zuspan each voting “aye”.

Trustee Smolka moved to adopt Resolution 2025-10-01 to approve the Interlocal Agreement, subject to review and approval of the contract language by legal counsel. Trustee Flint seconded the motion. The motion carried with Trustees Barney, Bush, Clayton, Flint, Smolka, Stringham and Zuspan each voting “aye”.

12. General Manager report

Marla Howard presented her General Manager’s Report:

- Diana Baun sent out an email from the Salt Lake County Clerk regarding upcoming elections.
- Work on the annual audit started on October 1st. Management is hoping to have a draft CAFR (Comprehensive Annual Financial Report) by November 1st.
- There will be only one Board meeting in November and one in December.
- Changes will be made to the salary bands in HR Job Description Reviews for salary and benchmarking.
- We are about 50% through new Board member trainings.

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

No additional business was presented.

14. Identify future agenda items

Trustee Smolka asked Mark Schneider and Brian Hartsell to explain the transfer of information on computers and other IT equipment to newly elected mayors and council members.

15. 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.

16. 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.

17. 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))

Trustee Smolka moved to go into closed session for the sole purpose to discuss the character, professional competence, or physical or mental health of an individual. Trustee Bush seconded the motion. The motion carried with

Trustees Barney, Bush, Flint, Smolka, Stringham and Zuspan each voting “aye”.

The meeting went into closed session in the Board room at 7:02 p.m. with all six members of the Board of Trustees present, along with Marla Howard, Brian Hartsell, Trent Sorenson, Tabitha Mecham and Mark Anderson.

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.

The meeting returned to open session at 7:37 p.m.

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

This agenda item was not needed.

19. Adjourn

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

Trustee Barney declared the meeting to be adjourned at 7:38 p.m.

Approved by the Board of Trustees of the Greater Salt Lake Municipal Services District on the 22nd day of October, 2025.

Keith Zuspan, Chair

ATTEST:

Stewart Okobia, Clerk