



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, November 12, 2025

At 860 W Levoy Dr Ste 300

Taylorsville, UT 84123

Trustees Present:

Keith Zuspan (Chair, via Teams)

Joe Smolka

Eric Barney (Acting Chair)

Paulina Flint

Laurie Stringham (via Teams)

Trustees Excused:

Sean Clayton

Kelly Bush

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 (via Teams)

Mark Anderson, Legal Counsel

Daniel Torres, Economic Development Manager

Tamaran Woodland, Engineering Manager

Chad Anderson, Engineering Manager

Joel Grant, Human Resources Manager

Maridene Alexander, Communications Manager

Daniel Hoffman, Senior General Ledger Accountant (via Teams)

Diana Baun, Municipal Clerk and Recorder

Alex Rudowski, Grading, Floodplain & Stormwater Manager (via Teams)

Kirk Boyington, Chief Building Official (via Teams)

Others Present:

Paul Ashton, Magna City and White City Legal Counsel (via Teams)

David Brickey, Magna City Administrator (via Teams)

Alan Perry (via Teams)

David Brems (via Teams)

Lillibeth Iba

Steve Calbert

Trustees

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

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. without a quorum being in attendance.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Public Comments

There were no public comments.

Trustee Zuspan joined the meeting at this time.

5. Report on the Fiscal Year 2026 First Quarter from the Audit Committee meeting on November 12, 2025

A quorum not yet being present, agenda item 5, which did not require Board action, was taken out of order.

Representing the Audit Committee, Trustee Barney presented the Fiscal Year 2026 First Quarter Report.

Trustee Stringham joined the meeting at this time, which created a quorum for the conduct of District business.

4. Approve October 22, 2025 Board Meeting Minutes

Trustee Stringham moved to approve the October 22, 2025 Board meeting minutes as presented. Trustee Smolka seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

6. Approve the Fiscal Year 2026 First Quarter disbursements and financial statements (July 1, 2025 to September 1, 2025)

Trustee Flint moved to approve the Fiscal Year 2026 First Quarter disbursements and financial statements (July 1, 2025 to September 1, 2025) as presented. Trustee Smolka seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

7. Present the Fraud Risk Assessment report for FY2026

Stewart Okobia presented the Fraud Risk Assessment for FY 2026. He explained that the Fraud Risk Assessment assesses the MSD’s vulnerability to fraud. The highest (best) score possible is 395 and the MSD scored 370, an increase of 5 points over the previous year.

8. Approve additional Staff Accountant position

Stewart Okobia presented and explained the need for an additional Staff Accountant due to the acquisition of the Engineering Department.

Trustee Smolka moved to approve an additional Staff Accountant position. Trustee Flint seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

9. Update on the Transportation Master Plan

Daniel Torres presented a Transportation Master Plan update.

10. Approve Federal Aid Agreement Contract with the Utah Department of Transportation (UDOT) for the east end of Sego Lily (White City) and 4220 W (Kearns) for the amount of \$83,834

Chad Anderson presented the Federal Aid Agreement Contract with the Utah Department of Transportation for the Sego Lily and 4220 West Projects located in White City and the City of Kearns, respectively. He stated that there was a need to consolidate the Projects for Federal Aid funding.

Trustee Stringham moved to approve the Federal Aid Agreement Contract with the Utah Department of Transportation (UDOT) for the east end of Sego Lily (White City) and 4220 West (Kearns) in the amount of \$83,834. Trustee Flint seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

11. Approve Federal Aid Agreement Contract Mod #1 with the Utah Department of Transportation (UDOT) for Breeze Drive in Magna and Onyx Lane in White City with a local match of \$331,447

Chad Anderson presented and explained Federal Aid Agreement Contract Modification #1 with the Utah Department of Transportation for Breeze Drive and Onyx Lane. He stated that Modification #1 is in response to a need to consolidate the identified Magna and White City Projects for Federal Aid funding purposes.

Trustee Flint moved to approval Federal Aid Agreement Contract Modification #1 with the Utah Department of Transportation (UDOT) for Breeze Drive in Magna and Onyx Lane in White City with a local match of \$331,447. Trustee Smolka seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

12. Discuss Records and IT matters for City and Town Officials

Brian Hartsell presented a staff report on records and IT matters for City and Town officials.

13. Approve MSD Holiday and Pay Schedule for 2026

Joel Grant presented the proposed MSD Holiday and Pay Schedule for 2026.

Trustee Flint moved to approve the MSD Holiday and Pay Schedule for 2026 as presented. Trustee Smolka seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

14. Approve MSD Privacy Policy

Maridene Alexander presented and briefly discussed the MSD Privacy Policy.

Trustee Stringham moved to approve the MSD Privacy Policy as presented. Trustee Flint seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

15. Approve MSD Communications Policy

Maridene Alexander presented and briefly discussed the MSD Communications Policy.

Trustee Stringham moved to approve the MSD Communications Policy as presented. Trustee Flint seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

16. Review MSD Marketing and Communications Plan

Maridene Alexander reviewed the MSD Marketing and Communications Plan with the Trustees.

17. Approve Artificial Intelligence (AI) policy

Mark Schneider presented and explained the proposed Artificial Intelligence (AI) Policy.

Trustee Zuspan moved to approve the Artificial Intelligence (AI) Policy as presented. Trustee Stringham seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

18. Approve Budget Adjustment in the amount of \$20,000 for 80th W 27th S realignment environmental study

Tamaran Woodland requested a budget adjustment for the 80th West and 27th South Realignment Environmental Study. The budget adjustment was made possible because the RAISE Magna Downtown Sidewalk Project was suspended due to the associated grant funds being eliminated at the federal level. Local match funds for the RAISE Project will be reallocated through the approval of this budget adjustment.

Trustee Smolka moved to approve a budget adjustment in the amount of \$20,000 for the 80th West and 27th South Realignment Environmental

Study. Trustee Flint seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

19. Approve Task Order with Kimley-Horn for 80th West 27th South realignment environmental study in the amount of \$67,500

Tamaran Woodland explained that this Task Order with Kimley-Horn was for the 80th West and 27th South Realignment Environmental Study, with a not to exceed cost of \$67,500. Of that amount, \$20,000 will come from the budget adjustment that was just approved and \$47,500 was in the previously approved budget.

Trustee Stringham moved to approve a Task Order with Kimley-Horn for the 80th West 27th South Realignment Environmental Study at a not to exceed cost of \$67,500. Trustee Smolka seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

20. Approve Budget Adjustment in the amount of \$200,000 for Construction of 8400 W Rail Crossing

Tamaran Woodland noted that a portion of this Project was funded through a Utah Rail Safety Grant and \$100,000 is from a UDOT grant reimbursement. This budget adjustment, for a raised railway crosswalk in Magna, was made possible due to the RAISE Magna Downtown Sidewalk Project being suspended because grant funds were eliminated at the federal level. Local match funds from the RAISE Project will be reallocated by the approval of this budget adjustment.

Trustee Flint moved to approve a budget adjustment in the amount of \$200,000 for Construction of the 8400 West Rail Crossing. Trustee Smolka seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

21. Approve Construction contract with Pronghorn Construction for 8400 W Rail Crossing in the Amount of \$475,338

Tamaran Woodland stated that \$275,338 is already in the approved budget for this Project, and an additional \$200,000 would come from the budget adjustment that was just approved by the Board.

Trustee Flint moved to approve a Construction Contract with Pronghorn Construction for the 8400 West Rail Crossing in the Amount of \$475,338. Trustee Smolka seconded the motion. The motion carried with Trustees Barney, Flint, Smolka, Stringham and Zuspan each voting “aye”.

22. Approve Justice Court Budget Adjustment for Pay Equity Increase of \$9,798 for 2026

Lillibeth Iba and Steve Calbert, representing the Justice Court, presented a request for a budget adjustment for a pay equity increase of \$9,798 in the Judge’s 2026 base salary. However, the total cost would be \$12,443 including taxes and benefits that weren’t itemized in the request.

Trustee Flint moved to approve a Justice Court budget adjustment in the requested amount (\$9,798). Trustee Smolka seconded the motion. The motion carried with Trustees Zuspan, Barney, Flint, and Smolka each voting “aye” and Trustee Stringham voting “nay”.

23. General Manager report

Marla Howard presented her General Manager’s Report:

- Bryce Henry in Code Enforcement and Victor Zepeda, a Permitting and Licensing Technician, are new MSD employees.
- The new Trustee training module is nearly complete. It will be rolled out in December for the new MSD Board members and new municipal Council members.
- Security cameras have been installed at key spots in the office suite.
- Updates to Cityworks may affect the Planning and Development Services Department.
- The annual MSD Thanksgiving dinner will be hosted at 11:30 a.m. on Wednesday, November 19.

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

There was no other City, Town, unincorporated County, or Greater Salt Lake Municipal Services District business to discuss.

25. Identify future agenda items

No future agenda items were suggested.

26. 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.

27. 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.

28. 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.

29. 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.

30. Adjourn

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

Acting as Chair, Trustee Barney declared the meeting to be adjourned at 7:24 p.m.

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

Keith Zuspan, Chair

ATTEST:

Stewart Okobia, Clerk