



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, December 10, 2025

At 860 W Levoy Dr Ste 300

Taylorsville, UT 84123

Trustees Present:

Keith Zuspan, Chair

Sean Clayton, Vice Chair (via Teams)

Joe Smolka

Eric Barney

Kelly Bush (via Teams)

Paulina Flint

Laurie Stringham (via Teams)

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

Tamaran Woodland, Engineering Manager

Chad Anderson, Engineering Manager (via Teams)

Richard Stephens, Engineering Manager (via Teams)

Joel Grant, Human Resources Manager

Kirk Boyington, Chief Building Official (via Teams)

Diana Baun, Municipal Clerk/Recorder (via Teams)

Others Present:

Ryan Anderson, Salt Lake County (via Teams)

David Brickey, Magna City Administrator (via Teams)

Allan Perry (via Teams)

Lilibeth Iba

Steve Calbert,

Ryan Anderson, (via Teams)

Lynette Smolka

John Woodland

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. Recognition and Appreciation of Service of Trustees to the MSD

Chair Zuspan recognized and expressed his appreciation to Trustees Bush, Barney, Flint and Smolka for their service to the MSD. Chair Zuspan read aloud Board Resolutions 2025-12-01, 2025-12-02, 2025-12-03, and 2025-12-04 honoring each Trustee in succession.

14. Recognition of Election Results

Agenda item 14 was taken out of order.

Brian Hartsell provided a brief overview of the 2025 election results for the Town of Brighton, the Town of Copperton, Emigration Canyon, the City of Kearns, Magna City and White City.

4. Public Comments

There were no public comments.

5. Approve November 12, 2025 Board Meeting Minutes

None of the Trustees having any corrections for the Minutes, it was moved by Trustee Barney and seconded by Trustee Smolka that the November 12, 2025 Board meeting minutes be approved as presented. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, and Smolka, and each voting “aye”.

6. Adopt Hazard Mitigation Plan Updates

This agenda item was tabled.

7. Approve Justice Court Budget

Trustee Stringham joined the meeting during this discussion.

Lilibeth Iba and Steve Calbert provided a detailed overview of the Justice Court’s calendar year 2026 Budget Plan, a one-page summary of which was included in the Board meeting materials. Much of the discussion centered on a \$2,600,000 fund balance, and what will happen to money in the account when the Justice Court is dissolved.

Chair Zuspan declared a short recess at 6:38 p.m. The recess ended at 6:44 p.m., and the agenda discussion continued. Mark Anderson pointed out that the MSD Board has no authority to approve the Justice Court’s Budget, which falls within the jurisdiction of the Salt Lake County Council. Trustee Stringham stated that the County Council has approved

the Justice Court's 2026 Budget, excluding any impact of the City of South Jordan possibly joining the Justice Court. During the lengthy discussion, several Trustees expressed their views and asked questions.

At the end of the discussion, Trustee Stringham noted that the County and the MSD have looked into the appropriate disposition of the Justice Court fund balance, without coming to a resolution. She stated that the County would look into the question again and come back with a recommendation for the ultimate disposition of the Justice Court fund balance. Further consideration of this agenda item was tabled until then.

8. Update on Park Master Plan

This agenda item was tabled.

9. Approve Task Order with Wilson and Company for design of 9100 West Sidewalk in the amount of \$39,998.07

Tamaran Woodland reviewed the proposed Task Order with Wilson and Company for the design of the 9100 West Sidewalk Project at a cost of not to exceed \$39,998.07.

Trustee Barney moved to approve the Task Order with Wilson and Company for the design of the 9100 West Sidewalk in the not to exceed amount of \$39,998.07. Trustee Smolka seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting "aye".

10. Approve Amendment to the MSD Privacy Policy

Maridene Alexander suggested and briefly explained proposed amendments for the MSD Privacy Policy.

Trustee Barney moved to approve amendments to the MSD Privacy Policy as recommended. Trustee Smolka seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting "aye".

11. Update on Annual Audit

Stewart Okobia stated that Squire & Company is conducting further testing of the fixed assets (adding assets) and stated that the independent audit will be completed in January, within the 30-day "grace period".

12. Update on 2022 MSD Road Bond and associated arbitrage impact

Brian Hartsell reviewed a Staff Report entitled "Update on 2022 MSD Bond", a copy of which was included in the Board meeting materials. He explained that approximately \$500,000 of interest income earned on the Bond proceeds will be available to spend on capital projects and an additional approximately \$460,000 of interest is projected to qualify

as “arbitrage” that must be remitted to the federal government. The arbitrage payment will be due in early 2027.

13. Acknowledge Magna City’s decision to use \$1,528,242.05 in remaining ARPA funds on Magna Main St and approve the allocation of MSD capital funds in the equivalent amount to Magna Restricted Capital

Brian Hartsell explained the decision of the Magna City Council regarding the use of the City’s remaining ARPA funds and how that decision will free up funds for future capital infrastructure projects in Magna City.

Trustee Stringham moved to acknowledge Magna City’s decision to use \$1,528,242.05 in remaining ARPA funds on Magna Main Street and to approve the allocation of MSD capital funds in an equivalent amount to “Magna Restricted Capital”. Trustee Barney seconded the motion. The motion carried with Trustees Zuspan, Barney, Bush, Clayton, Flint, Smolka, and Stringham each voting “aye”.

14. Recognition of the Election Results

This agenda item was covered earlier.

15. Adopt Resolution Modifying and Amending Purchasing Rules Regarding Exceptions to Standard Procurement Process

Mark Schneider requested that the Board consider modifying and amending purchasing rules applicable to transitional costs, evaluating potential benefits to the MSD of continuity in addition to compatibility when purchasing technology, and extending the length of a contract term under prescribed circumstances. He outlined potential benefits to the MSD and its constituent entities that might be achieved through the proposed amendments.

Mark Anderson then reviewed the specific modifications and amendments to the District’s Purchasing Rules through the adoption of Resolution 2025-12-05, noting two non-substantive typographical errors that will be corrected in the final document.

Trustee Smolka moved to adopt Resolution 2025-12-05, Modifying and Amending Purchasing Rules Applicable to Exceptions to Standard Procurement Process. Trustee Flint seconded the motion. The motion carried, using a roll call vote, as follows:

<u>Trustee</u>	<u>Vote</u>
Zuspan	Aye
Barney	Aye
Bush	Aye
Clayton	Abstain
Flint	Aye
Smolka	Aye
Stringham	Abstain

16. General Manager report

Marla Howard presented her General Manager's Report:

- MSD Board members will continue to be Trustees until their respective appointing authorities (municipal legislative bodies) appoint a new member to serve on the MSD Board.
- Richard Stephens is the new Assistant City Engineer.
- Staff is in the final process of implementing Laserfiche.
- Management is considering a collaborative project management tool, such as Monday, to help facilitate cross-team projects and complex projects. This will enable the GM to have a better understanding of the status of each project, the key points of each project, and dependencies.
- IT is working with Homeland Security on Cyber Security items.
- A draft Ogden Valley City Interlocal Cooperation Agreement has been prepared.
- Staff is in the process of moving to a new payroll processor by January 1, 2026.
- Staff is preparing a Human Resources Manual review for the first Board meeting in January.

17. 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.

18. Identify future agenda items

No future agenda items were suggested.

19. 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.

20. 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.

22. 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.

21. 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 to discuss the character, professional competence, or physical or mental health of an individual. Trustee Flint 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 7:46 p.m. with all seven members of the Board of Trustees and Marla Howard present. 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 8:11 p.m.

23. Adjourn

Trustee Barney 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 8:11 p.m.

Approved by the Board of Trustees of the Greater Salt Lake Municipal Services District on the 14th day of January, 2026.

Keith Zuspan, Chair

ATTEST:

Stewart Okobia, Clerk

4928-3601-0626, v. 7