



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, January 14, 2026

At 860 W Levoy Dr Ste 300

Taylorsville, UT 84123

#### **Trustees Present:**

Keith Zuspan, Chair  
Sean Clayton, Vice Chair  
Alan Perry  
Joe Smolka<sup>1</sup>  
Laurie Stringham  
Mick Sudbury  
Jesse Valdez

#### **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  
Tamaran Woodland, Engineering Manager  
Joel Grant, Human Resources Manager  
Alex Rudowski, Grading, Floodplain and Stormwater Manager (via Teams)  
Chad Anderson, Engineering Manager (via Teams)  
Maridene Alexander, Communications Manager (via Teams)  
Lea Kingsley, Grants Coordinator (via Teams)

#### **Others Present:**

Paul Ashton, Magna and White City Legal Counsel (via Teams)  
Jared Steffy, Salt Lake County (via Teams)  
David Brickey, Magna City Administrator (via Teams)  
Mickey Abante (via Teams)

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<sup>1</sup> Trustee Smolka continued to sit, even though he is no longer the Mayor of Emigration Canyon, because his successor on the Board had not yet been designated and qualified as required by Utah Code § 17B-2a-1106(2).

Neil Mahoney (via Teams)  
Steve Calbert, Salt Lake County Justice Court  
Lilibeth Iba, Salt Lake County Justice Court  
David Brems, Emigration Canyon Mayor  
Robert McFarland, Emigration Canyon Resident  
Lyska Emmerson, Emigration Canyon Resident  
Gary Bowen, Emigration Canyon Resident  
John Michelle Garron, Emigration Canyon Resident  
Michelle Henrie, Emigration Canyon Resident  
Pamela Carpenter, Emigration Canyon Resident  
Jessica Steed, Emigration Canyon Resident  
Trent Alvie, Emigration Canyon Resident  
Camille Erickson, Emigration Canyon Resident  
Steve Hook, Emigration Canyon Resident

### **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**

Robert McFarland, Lyska Emmerson, Gary Bowen, John Garron, Michelle Garron, Michelle Henrie, Pamela Carpenter, Jessica Steed, Trent Alvie, Camille Erickson, and Steve Hook, Emigration Canyon community members, expressed unified opposition to the proposed Emigration Canyon Road Improvement Project, questioning the need for and value of the Project and expressing concerns about private property rights, the feasibility of the Project, safety, and an apparent lack of consideration for the wishes of local residents and property owners.

### **4. Approve December 10, 2025 Board Meeting Minutes**

**Trustee Smolka moved to approve the December 10, 2025 Board meeting minutes as presented. Trustee Clayton seconded the motion. The motion carried with Trustees Zuspan, Clayton, Perry, Smolka, Sudbury, Stringham and Valdez each voting “aye”.**

### **5. Introduction of New Board of Trustees Members**

Chair Zuspan introduced the new Board members.

### **6. Update on the Transportation Master Plan**

Daniel Torres used a PowerPoint to present the Transportation Master Plan for the MSD communities.

## **7. Update on the Parks Master Plan**

Daniel Torres also used a PowerPoint to present the MSD Parks Master Plan for the MSD communities and responded to a question from Trustee Stringham regarding the inventory of trees.

## **15. Approve Contract with Avenue Consultants for Concept Planning for the Emigration Canyon Road Improvement Project**

Agenda item 15 was heard out of order.

Tamaran Woodland reviewed and explained the Emigration Canyon Road Improvement Project and the proposed Contract for Avenue Consultants to conduct a feasibility study for the Project. She stated that the Emigration Canyon Council is in support of the study, noting that data that will be made available by the study will be needed for an informed decision on whether and how to proceed with the Project.

Newly elected Emigration Canyon Mayor Brems commented on the intent of the feasibility study, explaining that the study will include a consideration of the impact of the proposed Project, property by property. He stressed that only a feasibility study is under consideration, not the Project itself.

**Trustee Sudbury moved to table this matter until the new Trustees have an opportunity to review the Contract. Trustee Valdez seconded the motion. The motion carried with Trustees Sudbury and Valdez (holding a majority of the statutorily weighted voting power of the Board) voting “aye” and Trustees Zuspan, Perry, Clayton, Smolka, and Stringham each voting “nay”.**

## **8. Update on the annual Audit**

Stewart Okobia presented an update on the annual independent audit of the MSD’s financial statements, noting that the auditors’ work may be late due to the need to add fixed assets to the asset list that was provided by the County.

## **9. Approve Interlocal Cooperation Agreement with Ogden Valley City for Planning and Development Services**

This agenda item was tabled.

## **10. Approve payment of \$180,000 to Integra, CRE for Tenant Improvements**

Marla Howard presented a \$180,000 payment request from Integra, CRE for tenant improvements in the MSD’s new leased office space.

**Trustee Clayton moved to approve a payment of \$180,000 to Integra, CRE for tenant improvements. Trustee Smolka seconded the motion. The motion carried with Trustees Zuspan, Clayton, Perry, Smolka, Stringham, Sudbury, and Valdez each voting “aye”.**

#### **11. Amend Article III of the Bylaws, particularly regarding the Term of the Board Chair and Provisions regarding the Chief Administrative Officer and Records Officers**

Brian Hartsell presented the updated MSD Bylaws, explaining that the recommended amendments are intended to enable the Board to extend the term of the Board Chair or Vice Chair to more than two consecutive years and to reflect changes in the law regarding the Chief Administrative Officer and the appointment of one or more Records Officers by the Chief Administrative Officer.

**Trustee Clayton moved to adopt Resolution 2026-01-02 to Amend Article III of the Bylaws, particularly regarding the term of the Board Chair (and Vice Chair) and provisions regarding the Chief Administrative Officer and Records Officers. The motion was seconded by Trustee Smolka. The motion carried with Trustees Zuspan, Clayton, Perry, Smolka, Stringham, Sudbury, and Valdez each voting “aye”.**

#### **12. Discuss FY2027 Budget Calendar**

Stewart Okobia presented the FY2027 Budget Calendar, noting that a training session will be held for the municipal councils. After a brief discussion, it was decided to notice the training for January 29<sup>th</sup>.

#### **13. Salt Lake County Justice Court fund balance discussion and approval of the refund request and a follow-up letter to the Salt Lake County Council**

The Trustees and staff reviewed a Staff Report prepared by Stewart Okobia regarding the Salt Lake County Justice Court fund balance and the amount the MSD should ask Salt Lake County to refund to the MSD from Justice Court funds that are held by the County. Trustee Stringham, who also serves on the County Council, provided background information, explaining that one reason the County Council has not considered approving a refund is due to the need to cover costs that will be involved in closing down and transitioning the Justice Court. There was a lengthy back-and-forth discussion.

**Trustee Smolka moved to direct staff and legal counsel to conduct further research to determine how much should be requested for the County’s consideration and to report back to the Board. Trustee Clayton seconded the motion. The motion carried with Trustees Zuspan, Clayton, Perry, Smolka, Stringham, Sudbury, and Valdez each voting “aye”.**

**14. Discuss requested Budget for Salt Lake County Justice Court for the time period from July 1, 2026 to December 31, 2026**

This agenda item was tabled.

**16. Approve MSD Human Resources Policy Manual**

Joel Grant presented in detail and discussed proposed updates to the Human Resources Policy Manual, noting that an annual review of the personnel policy is required by law.

**Trustee Clayton moved to approve the updated MSD Human Resources Policy Manual as presented. Trustee Stringham seconded the motion. The motion carried with Trustees Zuspan, Clayton, Perry, Smolka, Stringham, Sudbury, and Valdez each voting “aye”.**

**17. General Manager report**

Marla Howard presented her General Manager’s Report:

- The Staff Accountant position has been filled, and the new employee will report to work on February 9<sup>th</sup>.
- We have a good candidate for the Deputy Municipal Clerk position.
- Staff is in the process of implementing Laserfiche for document management.
- The MSD will be closed on Monday in observance of Martin Luther King, Jr. Day.

**18. 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.

**19. Identify future agenda items**

Trustee Stringham reminded the Trustees that the County is winding down the Justice Court.

**20. 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.

**21. Discuss the deployment of security personnel, devices or systems (Possible closed meeting pursuant to Utah Code Ann. § 52-4-205 (1)(f))**

**Trustee Stringham moved to go into closed session to discuss the deployment of security personnel, devices or systems. Trustee Smolka seconded the motion. The motion carried with Trustees Zuspan, Clayton, Perry, Smolka, Stringham Sudbury, and Valdez each voting “aye”.**

The meeting went into closed session at 8:13 pm with all of the Trustees present, along with Marla Howard, Brian Hartsell, Stewart Okobia, Tabitha Mecham, Mark Anderson, Mark Schneider, Trent Sorenson, Tamaran Woodland, David Brems, Joel Grant, and Daniel Hoffman.

The meeting returned to open session at 8:23 p.m. 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.

**22. 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.

**23. 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.

**24. Adjourn**

**Trustee Stringham moved to adjourn the Board meeting. Trustee Smolka seconded the motion. The motion carried with Trustees Zuspan, Clayton, Perry, Smolka, Stringham, Sudbury, and Valdez each voting “aye”.**

Chair Zuspan declared the meeting to be adjourned at 8:24 p.m.

**Approved by the Board of Trustees of the Greater Salt Lake Municipal Services District on the 11<sup>th</sup> day of February, 2026.**

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Keith Zuspan, Chair

**ATTEST:**

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Stewart Okobia, Clerk