



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, April 8, 2026
At 860 W Levoy Dr Ste 300
Taylorsville, UT 84123

Trustees Present:

Keith Zuspan, Chair
David Brems
Jesse Valdez
Allan Perry (via Teams)
Michael Jensen

Trustees Excused:

Sean Clayton
Laurie Stringham

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
Richard Stephens, Assistant City Engineer
Chad Anderson, Engineering Manager
Joel Grant, Human Resources Manager
Alex Rudowski, Grading, Floodplain, and Stormwater Manager (via Teams)
Daniel Hoffman, Senior General Ledger Accountant (via Teams)
Martin Pease, Senior, Engineering Accountant (via Teams)
Tamaran Woodland, Engineering Manager (via Teams)

Others Present:

Ryan Anderson, Salt Lake County (via Teams)
Lorin Colby Jr, Kearns City Council

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.

Trustees

Keith Zuspan Sean Clayton David Brems Michael Jensen Allan Perry Laurie Stringham Jesse Valdez
Chair Vice Chair

3. Public Comments

There were no public comments.

4. Approve March 25, 2026 Board Meeting Minutes

Trustee Jensen moved to approve the March 26, 2026 Board meeting minutes as presented. Trustee Brems seconded the motion. The motion carried with Trustees Zuspan, Brems, Jensen, Perry, and Valdez each voting “aye”.

5. Approve Federal Aid Agreement Supplement for Local Agency Project with Utah Department of Transportation for 8000 W in Magna City

Chad Anderson presented the Federal Aid Agreement Supplement for Local Agency Project with the Utah Department of Transportation for 8000 West in Magna City. He explained that the Supplemental Agreement extends the funding period to 2028 and updates the total grant amount, with a 6.77% local match to be paid by the MSD.

Trustee Jensen moved to approve the Federal Aid Agreement Supplement for Local Agency Project with the Utah Department of Transportation for 8000 West in Magna City. Trustee Brems seconded the motion. The motion carried with Trustees Zuspan, Brems, Jensen, Perry, and Valdez each voting “aye”.

Chad stated that this Agreement Supplement includes outdated contact information that is being corrected and it will be funded in the MSD’s 2027 Fiscal Year Budget.

Trustee Jensen moved to amend his motion to Approve the Federal Aid Agreement Supplement for Local Agency Project with the Utah Department of Transportation for 8000 West in Magna City to include corrected dates and contact information in the Federal Aid Agreement Supplement. Trustee Valdez seconded the motion. The motion carried with Trustees Zuspan, Brems, Jensen, Perry, and Valdez each voting “aye”.

6. Approve Placer.ai, Placer Labs Amendment to Order Form in the amount of \$52,462 with a 15-month contract term and addition of retail sales component

Mark Schnieder reviewed the Placer.ai. agenda item. He stated that this Order, which covers software that is most often used for economic development and long-range planning, will have a 15 month term.

Trustee Jensen moved to approve the Placer Labs, Inc. Amendment to Order Form in the amount of \$52,462 with a 15-month term and the addition of a retail sales component. Trustee Brems seconded the motion. The motion carried with Trustees Zuspan, Brems, Jensen, Perry, and Valdez each voting “aye”.

7. **Approve Environmental Systems Research Institute, Inc. (ESRI) Small Enterprise Agreement (Quotation # Q-529856) with a Three-Year Term in the amount of \$126,000, or \$42,200 per year**

Mark Schnieder presented and explained the ESRI Agreement.

Trustee Jensen moved to approve the Environmental Systems Research Institute, Inc. (ESRI) Small Enterprise Agreement (Quotation # Q-529856) with a Three-Year Term in the amount of \$126,000, or \$42,200 per year. Trustee Brems seconded the motion. The motion carried with Trustees Zuspan, Brems, Jensen, Perry, and Valdez each voting “aye”.

8. **Approve agreement with PNL Construction, Inc in the Base Bid amount of \$504,177.00 for Kearns Sidewalk Maintenance**

Richard Stephens presented and explained the Agreement with PNL Construction, Inc in the Base Bid amount of \$504,177.00 for Kearns sidewalk maintenance.

Trustee Valdez moved to approve the Agreement with PNL Construction, Inc. in the Base Bid amount of \$504,177.00 for Kearns sidewalk maintenance. Trustee Jensen seconded the motion. The motion carried with Trustees Zuspan, Brems, Jensen, Perry, and Valdez each voting “aye”.

Trustee Brems asked if the Agreement should state that the contract term will end 30 calendar days after the date of the notice to proceed? After a discussion between Mark Anderson and Richard Stephens, it was determined that the Agreement should be corrected to provide for a term that will end 180 days after the issuance of a notice to proceed.

Trustee Valdez moved to amend his motion to approve the Agreement with PNL Construction, Inc., with a term that will end 180, rather than 30, days after the issuance of a notice to proceed. Trustee Jensen seconded the amended motion. The motion carried with Trustees Zuspan, Brems, Jensen, Perry, and Valdez each voting “aye”.

9. **Approve agreement with Lyndon Jones Construction, Inc in the Base Bid amount of \$97,924.00 for the Kearns 6200 South Median**

Richard Stephens presented the Agreement with Lyndon Jones Construction for the Kearns South Median Project, explaining that the Project will address a safety issue.

Trustee Valdez moved to approve the Lyndon Jones Construction, Inc. Agreement in the base bid amount of \$97,924 for the Kearns 6200 South Median. Trustee Jensen seconded the motion. The motion carried with Trustees Zuspan, Brems, Jensen, Perry, and Valdez each voting “aye”.

10. **Presentation of proposed FY2027 Town/City/Unincorporated Administrative Budgets**

Chair Zuspan declared that this agenda item would be tabled until the April 22, 2026 Board meeting.

11. Tentatively Adopt the Tentative FY2027 Budget

Chair Zuspan declared that this agenda item would be tabled until the April 22, 2026 Board meeting.

12. Approve the Date, Time, and Place for a Public Hearing to Consider Adoption of the Fiscal Year 2027 Budget

Stewart Okobia recommended that a public hearing to consider adoption of the MSD's Fiscal Year 2027 Budget be scheduled on May 13, 2026, in the third floor meeting room at 860 West Levoy Drive in Taylorsville, Utah, commencing at 6:00 p.m.

Trustee Jensen moved to approve the date, time, and place for a public hearing to consider adoption of the Fiscal Year 2027 Budget as recommended. Trustee Brems seconded the motion. The motion carried with Trustees Zuspan, Brems, Jensen, Perry, and Valdez each voting "aye".

13. General Manager report

Marla Howard presented her General Manager's Report:

- Brian Hartsell stated that there will be a change in the UFA (Unified Fire Authority) Emergency Manager for the Cities and Towns served by the MSD and requested direction from the Board regarding increasing funding in the FY2027 Budget to make both positions full-time. Board direction was provided to incorporate the second position as a full time position in the FY2027 Budget.
- Marla Howard reminded the Trustees of the April 25th training with Professor Jay Barney.
- The annual staff training/team building event will be held on May 20 at Camp Kostopulos.
- MSD employee turnover last year was 10%.

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

Stewart Okobia reminded the Trustees to complete their statutorily required training.

15. Identify future agenda items

No future agenda items were suggested.

16. 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.

17. 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.

18. 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.

19. 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.

20. Adjourn

Trustee Jensen moved to adjourn the Board meeting. Trustee Brems seconded the motion. The motion carried with Trustees Zuspan, Brems, Jensen, Perry, and Valdez each voting “aye”.

Chair Zuspan declared the meeting to be adjourned at 6:31 p.m.

Approved by the Board of Trustees of the Greater Salt Lake Municipal Services District on the 22nd day of April, 2026.

Keith Zuspan, Chair

ATTEST:

Stewart Okobia, Clerk