GREATER SALT LAKE
**Municipal Services District**

# MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT

Held Wednesday, June 24, 2026
At 860 W Levoy Dr Ste 300
Taylorsville, UT 84123



**Trustees Present:**
Keith Zuspan, Chair
Sean Clayton, (via Teams)
David Brems (via Teams)
Jesse Valdez
Allan Perry (via Teams)
Michael Jensen (via conference call and in person)

**Trustee Excused:**
Laurie Stringham

**Staff Present:**
Marla Howard, General Manager
Brian Hartsell, Associate General Manager
Tabitha Mecham, Office Manager
Lizel Allen, Director of Engineering
Trent Sorensen, Director of Planning and Development Services
Mark Anderson, Legal Counsel
Tamaran Woodland, Assistant City Engineer (via Teams)
Richard Stephens, Assistant City Engineer
Joel Grant, Human Resources Manager
Alex Rudowski, Grading, Floodplain and Stormwater Manager (via Teams)
Daniel Hoffman, Senior General Ledger Accountant

**Others Present:**
Ryan Anderson, Salt Lake County
Michael Miller

## 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

A written public comment was submitted by Robert MacFarlane regarding the Emigration Canyon Road Improvement Project.

**4. Approve June 10, 2026 Board Meeting Minutes**

**Trustee Valdez moved to approve the June 10, 2026, Board meeting minutes as presented. Chair Zuspan seconded the motion. The motion carried with Trustees Zuspan, Brems, Clayton, Jensen, Perry, and Valdez each voting "aye".**

**5. Public Hearing on Proposed 2026 Fiscal Year Budget Amendment**

Chair Zuspan declared the public hearing to be open.

Daniel Hoffman presented and explained the Fiscal Year 2026 Budget Amendment.

**Chair Zuspan asked for public comments and, there being none, Trustee Valdez moved to close the public hearing. Chair Zuspan seconded the motion. The motion carried with Trustees Zuspan, Brems, Clayton, Jensen, Perry, and Valdez each voting "aye".**

**6. Adopt Resolution 2026-06-01 Adopting the MSD's Amended 2026 Fiscal Year Budget**

**Trustee Perry moved to adopt Resolution 2026-06-01, thereby adopting the MSD's Amended 2026 Fiscal Year Budget. Trustee Valdez seconded the motion. The motion carried with Trustees Zuspan, Brems, Clayton, Jensen, Perry, and Valdez each voting "aye".**

**7. Approve Engagement Letter with Squire for Financial Audit**

Trustee Jensen, who had been participating in the meeting via cell phone, entered the meeting room.

Marla Howard presented the Engagement Letter pursuant to which Squire will audit the financial statements for the fiscal year ending on June 30, 2026. She stated that the Engagement Letter had been reviewed by Mark Anderson, who identified minor changes that have been or will be made. Marla recommended that the Engagement Letter be approved.

**Trustee Jensen moved to approve the Engagement Letter with Squire for the Fiscal Year 2026 Financial Audit. Trustee Valdez seconded the motion. The motion carried with Trustees Zuspan, Brems, Clayton, Jensen, Perry, and Valdez each voting "aye".**

**8. Update on Director of Strategy and Economic Development**

Marla Howard reported that there were a lot of applicants for this position, five of whom will receive an initial interview. The first round of interviews is scheduled for next week. Marla will forward the applicants' resumes to the Trustees.

**9. Update on Director of Finance**

Marla Howard provided a brief update on the job description for the Director of Finance position, which has been modified as directed by the Board. She stated that the minimum required number of years of experience has been increased due to the high level of expertise needed for the position. Joel Grant, the MSD's Human Resources Manager, will post the position as soon as possible.

**10. General Manager report**

Marla Howard presented her General Manager's Report:

- Marla Howard and Brian Hartsell are working with Daniel Hoffman to ensure that the cash account reconciliations are completed. Marla stated that several accounts had not been properly or timely reconciled.
- Marla stated that management has met with Squire to schedule the items that need to be completed before the October 1st audit start date.
- The MSD Executive Team is identifying key processes to be reviewed by the firm selected to advise staff regarding application, plan review and permitting process improvements.
- Daniel Hoffman will file the approved Fiscal Year 2027 Budgets with the State before the end of the month.
- The MSD's office will be closed on July 3rd in observance of the Independence Day holiday.
- In response to a question from Trustee Jensen, Marla stated that she and Daniel Hoffman expect to be caught up with all of the financial reconciliations through May within two weeks and the June reconciliations to be complete before the end of July.

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

There was no additional city, town, unincorporated county or Greater Salt Lake Municipal Services District business to discuss.

**12. Identify future agenda items**

No future agenda items were suggested.

**13. 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.

**14. 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.

**15. 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.

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

**Trustee Jensen moved to go into closed session to discuss pending or reasonably imminent litigation. Trustee Valdez seconded the motion. The motion carried with Trustees Zuspan, Brems, Clayton, Jensen, Perry and Valdez each voting "aye".**

The meeting went into closed session at 6:20 p.m. with Trustees Zuspan, Brems, Clayton, Jensen, Perry and Valdez in attendance, along with Marla Howard, Brian Hartsell, Trent Sorensen, Tabitha Mecham, Mark Anderson, and Lizel Allen.

The meeting came out of closed session at 6:36 p.m. No action was taken during the closed portion of the meeting other than the approval of a motion to end the closed meeting and return to open session.

**17. Adjourn**

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

Chair Zuspan declared the meeting to be adjourned at 6:36 p.m.

**Approved by the Board of Trustees of the Greater Salt Lake Municipal Services District on the 8th day of July, 2026.**

Keith Zuspan, Chair

**ATTEST:**

Marla Howard, General Manager