GREATER SALT LAKE
Municipal Services
District

MINUTES OF THE MEETING OF THE
BOARD OF TRUSTEES
GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT
Held Wednesday July 22, 2026
At 860 W Levoy Dr Ste 300
Taylorsville, UT 84123

Trustees Present:
Sean Clayton, Vice Chair
David Brems
Jesse Valdez
Allan Perry
Michael Jensen

Trustees Excused:
Keith Zuspan, Chair
Laurie Stringham

Staff Present:
Marla Howard, General Manager
Brian Hartsell, Associate General Manager
Lizel Allen, Director of Engineering
Mark Schneider, Director of Information Technology
Trent Sorensen, Director of Planning and Development Services
Mark Anderson, Legal Counsel
Chad Anderson, 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, Manager of Accounting
Maridene Alexander, Communications Manager (via Teams)
Kirk Boyington, Chief Building Official (via Teams)
Tabitha Mecham, Office Manager (via Teams)
Matt Starley, Long Range Planning (via Teams)
Lea Kingsley, Grant Coordinator (via Teams)
Mike Milne, Code Enforcement Supervisor (via Teams)
Julia Guia, Long Range Planner (via Teams)

Others Present:
Ryan Anderson, Salt Lake County (via Teams)
Kasey Dunlavy
Chanel Flores
Michael Miller (via Teams)
Rori Andreason (via Teams)

1. **Call to Order**

   Vice Chair Clayton called the meeting to order at 6:00 p.m.

2. **Pledge of Allegiance**

   The Pledge of Allegiance was recited.

3. **Public Comments**

   There were no public comments.

4. **Approve July 8, 2026, Board Meeting Minutes**

   Trustee Jensen moved to approve the July 8, 2026, Board meeting minutes as presented. Trustee Brems seconded the motion. The motion carried with Trustees Brems, Clayton, Jensen, Perry, and Valdez each voting "aye".

5. and 6. Presentation and Interview Director of Strategy and Economic Development candidate(s).

These agenda items were postponed to be handled as part of agenda item 12 and at the end of the meeting.

7. **Approve Appointment of Director of Finance**

   Based upon the General Manager's recommendation, Trustee Jensen moved to appoint Daniel Hoffman as the Director of Finance and that the General Manager be authorized to finalize and sign an employment contract with Mr. Hoffman. Trustee Perry seconded the motion. The motion carried with Trustees Brems, Clayton, Jensen, Perry, and Valdez each voting "aye".

8. **Approve ReEngine Contract for $58,550.00 and Authorize General Manager to Sign**

   Trustee Jensen moved to approve the Contract with ReEngine at a cost of up to $58,550.00 and to authorize the General Manager to sign the Contract. Trustee Brems seconded the motion. The motion carried with Trustees Brems, Clayton, Jensen, Perry and Valdez each voting "aye".

9. **General Manager report**

   Marla Howard presented her General Manager's Report:
   - She stated that Daniel Hoffman and Martin Pease have resolved the issue respecting the timely posting of accounting data from Xpress BillPay. They have streamlined the process.
   - On August 29th, the MSD will sponsor a Public Finance class that will be taught by staff of the Kem Gardner Institute at the University of Utah. Member agency

Mayors, Council Members, planning commissioners and staff are invited and encouraged to attend.

- Marla and Brian will soon meet with Catherine Kanter and Lisa Hartman, with the Salt Lake County Mayor's office.

10. 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.

11. Identify future agenda items

No future agenda items were suggested.

12. Discuss the purchase, exchange, or lease of real property (Possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(d))

Trustee Jensen moved to go into closed session to discuss the purchase, exchange, or lease of real property. Trustee Brems seconded the motion. The motion carried with Trustees Clayton, Brems, Jensen, Perry and Valdez each voting aye.

Vice Chair Clayton declared the meeting to be closed at 6:16 p.m. with Trustees Clayton, Brems, Jensen, Perry and Valdez present, along with Marla Howard, Brian Hartsell, Trent Sorensen, Mark Anderson, Mark Schneider, Joel Grant, Lizel Allen, Richard Stephens, and Daniel Hoffman. Chanel Flores was present for part of the discussion, followed by Kasey Dunlavy.

The Board returned to open session at 7:06 p.m. No action was taken during that portion of the meeting, other than the approval of a motion to close the closed meeting and return to open session. However, after the Board meeting adjourned it was discovered that, due to a technical problem, the closed session failed to record. [1]

During the portion of the meeting that was intended to be closed, Joel Grant provided introductory and background information, after which Chanel Flores shared some of her background, reviewed an analysis of real property acquisition and funding strategies for a municipality served by the MSD, and responded to questions from the Trustees. Kasey Dunlavy then shared some of his background and discussed a staff report he prepared for a municipality served by the MSD, reviewed potential funding options for capital projects and real property acquisitions, and responded to questions from the Trustees.

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[1] Utah Code § 52-4-206(1) requires a public meeting that is closed to discuss the purchase, exchange or lease of real property, as allowed by Utah Code § 52-4-205(1)(d), to be recorded. Because the discussion inadvertently wasn't recorded, a requirement of the Open and Public Meetings Act wasn't satisfied. Consequently, a summary of the discussion has been included in these minutes. All other portions of the meeting for which a recording was required were recorded.

13. 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.

14. 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 Jensen moved to go into closed session to discuss the character, professional competence, or physical or mental health of an individual. Trustee Perry seconded the motion. The motion carried with Trustees Brems, Clayton, Jensen, Perry and Valdez each voting "aye".

The meeting went into closed session at 7:06 p.m. with Trustees Clayton, Brems, Jensen, Perry and Valdez present, along with Marla Howard, Brian Hartsell, Trent Sorensen, Mark Anderson, Mark Schnieder, Joel Grant, Lizel Allen, Richard Stephens, and Daniel Hoffman.

The Board returned to open session at 7:27 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.

6. Director of Strategy and Economic Development candidate

Trustee Jensen moved to direct the General Manager to offer the position of Director of Strategy and Economic Development to Kasey Dunlavy and to work out a contract for and details of the position with Mr. Dunlavy. Trustee Perry seconded the motion. The motion carried with Trustees Brems, Clayton, Jensen, Perry and Valdez each voting "aye".

Trustee Jensen commented that the Board was impressed with the professionalism and abilities of both finalists for the position

15. 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.

16. Adjourn

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

Vice Chair Clayton declared the meeting to be adjourned at 7:35 p.m.

Approved by the Board of Trustees of the Greater Salt Lake Municipal Services District on the 12th day of August, 2026.

Keith Zuspan, Chair

ATTEST:

Marla Howard, General Manager

4934-4698-6688, v. 5