



GREATER SALT LAKE
**Municipal Services
District**

**GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT
(MSD)**

**MINUTES OF THE
BOARD OF TRUSTEES MEETING**

April 5, 2019 at 9:00 a.m.
2001 South State Street #N3-930
Salt Lake City, UT 84190

Trustees Present:

Joe Smolka, Chair
Paulina Flint, Vice Chair
Kelly Bush
Dan Peay
Sean Clayton

Trustee Excused:

Max Burdick

Staff Present:

Bart Barker, General Manager
Cathy Jensen, Chief Financial Officer
Mark Anderson, Legal Counsel
Lupita McClenning, Division Director, Planning & Development Services

Others Present:¹

Greg Schultz, Municipal Administrator for Magna and White City Metro Townships
Paul Ashton, Legal Counsel for White City and Magna Metro Townships
Clint Mecham, Salt Lake County Emergency Management Division Chief
Kim Clark, TravelWise Consultant
Heidi Goedhart, Utah Department of Transportation

1. Call to order

Joe Smolka, Chair, called the meeting to order.

2. Public comments

There were no public comments

¹ Other individuals may have been present who were not specifically recognized by the Chair.

3. Consideration of minutes from August 15, 2018 and presentation of notes from August 7, 2018 (no quorum)

It was moved by Trustee Bush and seconded by Trustee Peay as follows:

That the minutes of the August 15, 2018 MSD Board meeting be adopted and approved as presented.

The motion carried with Trustees Smolka, Flint, Bush, Peay and Clayton each voting “aye”.

The Trustees also reviewed notes from the August 3, 2018 Board meeting. Since a quorum was not present, it wasn't an official Board meeting and no Board action on the meeting notes was necessary.

4. Presentations by the Utah Department of Transportation

a. TravelWise presentation by Kim Clark, TravelWise Consultant

Kim Clark, the TravelWise consultant for the UDOT transportation program, shared a description of the travel demand management program, one goal of which is to determine how to get behavior to change to minimize single occupancy in vehicles, which will improve health; reduce energy consumption; increase mobility; and improve air quality. She discussed tele-mobility, trip chaining (the series of trips made by people every day), planning, businesses opening earlier, active transportation, improving biking and walking alternatives, and alternative means of transportation. Using an integrated planning approach, UDOT is working with partners to support communities, pursue funding, and keep Utah moving.

b. UDOT Transportation Presentation by Heidi Goedhart,

Move Utah is an active transportation community planning program operated by the Utah Department of Transportation as a collaboration with partner agencies that include the Utah Department of Health, the Department of Public Safety, the Utah Transit Authority, and other organizations. Heidi Goedhart, who is with UDOT, emphasized the Move Utah mission. She discussed integrated transportation planning, health and activity benefits, improved quality of life for communities, enhancement of law enforcement through education, and encouraging respect among roadway users.

Move Utah places an emphasis on moving people, not on moving cars, through community planning, visioning, events, group discussions, evaluation, infrastructure development, community engagement, walking tours, and education respecting new design practices. There was a discussion about the use of Emigration Canyon by 31,000 bicycle riders. The Office of Outdoor Recreation and Tourism provides 50% grant match money to help pay for qualifying infrastructure.

5. Consideration of MSD participation in UDOT's replacement of two bridges in Magna over the Utah-Salt Lake Canal on 3500 South at approximately 8900 West, and on 9200 West at approximately 3350 South

Crystal Hulbert, who is with Salt Lake County Engineering, explained that, every two years, UDOT inspects bridges that have more than a 20 foot span. Two such bridges in Magna are in desperate need of repair. She provided pictures to demonstrate the stressed condition of each of the bridges. UDOT has secured \$1,750,000 to repair the bridges and has hired a consultant to begin design work. UDOT hopes to complete the work in 2019-2020. The current estimated cost is just under two million dollars. The MSD is being asked to match 6.6 to 7% of 1.65 million dollars, and to pay 100% of \$367,000. That would make the MSD responsible for approximately 20% of the total cost.

Bart Barker asked, if the project is canceled now, could the MSD get the bulk of the funds in a future year, or would UDOT cancel the funding? Ms. Hulbert didn't speak with UDOT respecting the possibility of future funding. According to Ms. Hulbert, repairing these bridges is a very big necessity. Trustee Bush said the bridges can and should be repaired now. Ms. Hulbert asserted that there is synergy in repairing both bridges now.

Mr. Barker confirmed that, due to savings in other areas, there is sufficient money in the MSD Budget to cover this expenditure. Ms. Hulbert reiterated that the MSD would be responsible for any costs in excess of \$1,650,000. Trustee Bush responded that she is comfortable with the MSD funding \$367,000 in excess costs, but she is not willing to go over that amount. Trustee Flint stated that any excess costs should come out of the Magna Metro Township's line item budget. Trustee Clayton pointed out that the cost estimate already includes a built in contingency fund, and that the MSD's estimated \$367,000 potential obligation is on top of that contingency amount. Mr. Barker recommended that the Board approve the project and approve the contract proposed by UDOT. He noted that these bridges are within the jurisdiction of the Magna Metro Township and recommended that, in light of the poor condition of the bridges, we should accept the benefit of the UDOT funding that is being offered. Mr. Barker recommended that the Board not set a limit on the cost overage, noting that it will be more expensive for the MSD to repair the bridges in the future, possibly with no UDOT participation.

It was moved by Trustee Clayton and seconded by Trustee Flint as follows:

That the MSD enter into a contract with the Utah Department of Transportation for the repair of two bridges located in the Magna Metro Township, with the cost of the project to be shared with UDOT as discussed and as stated in the contract.

The motion carried with Trustees Smolka, Flint, Bush, Peay and Clayton each voting "aye".

6. Review of MSD Board of Trustees meeting schedule and format

Trustee Clayton reminded the Trustees that, originally, work meetings held on the Friday prior to regular MSD Board meetings were intended to assist the Trustees in obtaining information and preparing for the following regular Board meeting. Over time, however, the work meeting has morphed into a separate meeting during which agenda items not only are discussed but also are acted upon. An in depth detailed discussion followed concerning the

best use of the time of the Trustees and staff and the most effective and efficient meeting schedule. As the discussion progressed, the Trustees moved toward the concept of holding a work meeting immediately before and on the same day as the regular Board meeting, with no Board action to be taken during the work meeting. Benefits of this approach include staff not having to prepare for Board meetings twice each month, the Trustees traveling half as often to get to Board meetings, and the lessening of possible micro management by the Board. At the end of the discussion, it was moved by the Trustee Bush and seconded by Trustee Flint as follows:

That future MSD Board meetings be calendared on the second Wednesday of every month, with a staff (work) meeting at 4:00 p.m. and the regular Board meeting commencing at 6:00 p.m.

The motion carried with Trustees Smolka, Flint, Bush, Peay and Clayton each voting “aye”.

7. Update on Public Works Operations funding formula discussions among Salt Lake County, the MSD, Holladay, Millcreek and Taylorsville

Bart Barker reported that Mike Reburg is the new Associate Deputy Salt Lake County Mayor for Regional Operations. Mr. Barker explained that meetings are underway with Salt Lake County Public Works Operations, the MSD and three cities that contract with the County for public works services, namely Taylorsville, Millcreek and Holladay. He expects a new billing formula that will put the MSD on an equal footing with those cities, to be implemented by August. A slide show prepared by Salt Lake County Public Works Operations, that was viewed by representatives of the three cities and the MSD on September 18, 2018, was presented to the Board and reviewed in detail.

Under the “old” public works pricing formula, unincorporated areas and the MSD have been subsidizing the cities due to the way fixed costs have been allocated. In meetings, Millcreek Mayor Jeff Silvestrini made the case for the MSD not being asked to subsidize anyone. One reason for the subsidy is that the cities have only been charged for the actual time when snowplows were operated in the respective cities, while the MSD picked up the down time costs of those crews. Public Works had to keep its people employed during the summer, so they sent them to the MSD to do work the MSD didn’t request. The proposed solution is to identify how many snowplows each jurisdiction will need, and then charge the jurisdiction for all associated costs, including personnel. The cities will then need to find ways to keep the work crews that are allocated to each city busy during the summer. One reason the transition cannot occur sooner is because the cities have already adopted their budgets for the July 1, 2018 through June 30, 2019 budget year.

Mr. Barker explained that there was nothing for the Trustees to act on immediately. He noted that the MSD may be asked to accept a three year transition period, with a subsidy by the MSD that will shrink each year. The cities appear to understand the problem and to recognize that the MSD cannot continue to subsidize them. Trustee Flint expressed her opinion that July 1 should give the cities plenty of time to educate the public. Mr. Barker recommended that the MSD pay its fair share, but not more. Mark Anderson asked, if the proposal is for every customer to pay its fair share, why isn’t the MSD’s Budget lower? Does that mean that the MSD’s level of service will increase? Mr. Barker responded that the slide show reflects the MSD’s current Budget. The MSD Board will decide whether to increase, decrease or leave the Budget the same. Trustee Flint emphasized that the equalization of the burden for these costs could help balance the MSD Budget. Mr. Barker stated that, even if

we can't come to an agreement with the three cities, the MSD will be in a better situation than in the past.

8. Consideration of \$10,000 in funding from the existing unincorporated-area contributions line item to the Big Cottonwood Community Council for trail maintenance

Bart Barker noted that, over the past couple of years, an extra \$20,000 has been included in MSD Budgets to cover unexpected Community Council needs. The Big Cottonwood Community Council has received between \$5,000 and \$10,000 each year, which the Community Council has contributed to Cottonwood Canyons preservation. Mr. Barker recommended that the Board approve the Big Cottonwood Community Council's request for a \$10,000 allocation for Cottonwood Canyons preservation.

It was moved by Trustee Bush and seconded by Trustee Flint as follows:

That \$10,000 be allocated to the Big Cottonwood Community Council for Cottonwood Canyons preservation.

The motion carried with Trustees Smolka, Flint, Bush, Peay and Clayton each voting "aye".

9. Consideration of a proposed Capital Asset Policy

The Emigration Canyon Metro Township Council has approved the proposed Capital Asset Policy. Approval of the Policy is on the agenda of the next White City Metro Township Council meeting. Mr. Barker recommended that the MSD Board also adopt the Policy. In response, it was moved by Trustee Clayton and seconded by Trustee Bush as follows:

That the Capital Asset Policy be adopted and approved, with a \$5,000 capital asset threshold.

The motion carried with Trustees Smolka, Flint, Bush, Peay and Clayton each voting "aye".

10. Other Metro Township, Unincorporated County Community Councils and Greater Salt Lake Municipal Services District business

Trustee Flint shared concerns relating to the status of the Emergency Disaster Plan and FEMA. Clint Mecham, the County's Emergency Management Chief, has prepared a draft Request for Proposals (RFP) respecting the Plan. Trustee Bush noted that the small earthquakes that have been happening emphasize the need to minimize risk. The RFP may be on the agenda of the next MSD Board Meeting.

Clint Mecham explained that, from the perspective of the Unified Fire Authority, many federal requirements must be met. The proposal is to share the expense of an emergency management position. Mr. Mecham discussed hiring an individual to work with the MSD under the direction of the Unified Fire Authority. That individual could assist each Metro Township a certain number of days each week at an annualized cost of \$18,000 per day. Mr. Mecham explained that many of the municipalities in Salt Lake County have expressed interest in such a contract. Trustee Flint suggested that a county-wide notification system is needed so the cities and metro townships will not be required to pay for this service. Mr.

Barker stated that staff will review and work on the RFP language, with an intended deadline of May 15. Chair Smolka noted that Emigration Canyon experienced two incidents yesterday and two incidents the previous Friday, one of which involved a snowplow that caught on fire. He stressed the need to prepare for something bigger.

Lupita McClenning reported that two temporary planners will soon start work. She explained a “partnership” with the University of Utah that will allow a Ph.D. student and a master’s student, both of whom have strong backgrounds, to work with the MSD. As planning and zoning activities transition to the MSD, County employees will be given the opportunity to apply for positions with the MSD.

11. Adjourn

Trustee Clayton moved to adjourn the meeting. The motion was seconded by Trustee Bush and the meeting was declared to be adjourned by Chair Smolka.

Approved by the Board of Trustees on the 22nd day of January, 2020.

Joe Smolka, Chair

Attest:

_____, General Manager