



GREATER SALT LAKE
**Municipal Services
District**

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

**MINUTES OF THE MEETING
OF THE BOARD OF TRUSTEES**

August 9, 2019 at 9:00 a.m.
2001 South State Street, COW Room N2-800
Salt Lake City, Utah 84190

Trustees Present:

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

Staff Present:

Bart Barker, General Manager
Lupita McClenning, Director of Planning and Development Services
Cathy Jensen, Chief Financial Officer
Ina Oviatt, Office Coordinator & Records Officer
Brooke Barnes, Human Resources/Payroll
Chara Ellis, Accountant

Others Present:¹

Kade Moncur, Salt Lake County Division Director for Engineering and Flood Control
Amy McCormick, Salt Lake County Engineering Fiscal Manager
Jared Steffey, Salt Lake County Public Works Fiscal Manager
Kevyn Smeltzer, Salt Lake County Director of Public Works Operations
Blake Thomas, Salt Lake County Economic Development Director
Corey Bullock, Salt Lake County Parks Facility Manager

1. Call to Order

Chair Smolka called the meeting to order.

2. Pledge of Allegiance

The pledge of allegiance was recited.

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

3. Public Comments

Cathy Jensen introduced Brooke Barnes, who has been hired to handle human resources and payroll for the District. The Board and MSD management welcomed Ms. Barnes.

Chara Ellis invited the Trustees to a “Meet and Greet” for Salt Lake County planning and zoning employees that will be held on August 16th from 11:30 a.m. to 1:30 p.m.

4. Presentation on budget requests by MSD service providers

a. Public Works Engineering

Kade Moncur reviewed the 2020 Budget requests presented by Salt Lake County Public Works/Engineering, which provides service for the MSD under an Interlocal Agreement between the County and the MSD. Public Works Engineering had no new Budget requests for 2020 but did present ongoing requests. There will be an ongoing interfund transfer of \$71,000 that will enable Salt Lake County Flood Control Watershed Section Manager Robert Thompson to manage the UPDES (Utah Pollution Discharge Elimination System) program for the MSD. Having Robert Thompson manage the program in place of a dedicated full-time MSD employee is expected to result in annual cost savings of \$53,000. The Public Works Engineering 2020 MSD Budget request totaled \$2,527,844.

b. Public Works Operations

Kevyn Smeltzer reviewed the services that are provided by Salt Lake County Public Works Operations, which primarily consist of snow and ice control, pavement maintenance including pothole repairs, crack sealing and other general road maintenance, street lighting and traffic signal installation and maintenance, storm drain maintenance, and other road maintenance activities. Using a power point presentation, Mr. Smeltzer presented the following new 2020 MSD Budget requests:

Overlay project design	\$415,000
ADA project design	\$30,000
Storm drain-pipe inspection	\$100,000
Resident concrete maintenance program	\$25,000
Data collection for asset management system	\$125,000

The Public Works Operations 2020 MSD Budget requests totaled \$21,808,000, broken down as follows:

Personnel	\$ 1,935,000
Equipment	\$ 1,918,000
replacement, maintenance, fuel	
PW Ops project costs	\$ 5,462,000
materials, shared expenses	
Administration	\$2,184,000
Contracted Services	\$10,309,000
slurry seal, trip hazards, overlay projects	

c. Economic Development

Blake Thomas presented new Economic Development 2020 Budget requests of \$60,000. A \$600,000 Coalition Grant and a \$1,450,000 Brownfield Cleanup Grant from the Environmental Protection Agency were received recently. The 2020 MSD Budget request for Economic Development totaled \$313,930.

d. Planning and Development Services

Lupita McClenning reported that, over the past year, she held multiple staff retreats, implemented Managing for Results, and held “lunch and learns” training sessions to increase the knowledge base of Planning and Development Department personnel. She expressed a desire for Planning and Development to be more customer service driven and results driven in the coming year. The Department will look into business solutions and update the way business is conducted on a daily basis. One new Budget request is to find and implement a platform that combines GIS and Data Vision for proper records research and to provide reliable data. Planning and Zoning will work with Business Solutions to assess areas of operations that can be improved. The Planning and Development 2020 Budget requests totaled \$3,745,827.

e. Parks

Corey Bullock discussed activities of Salt Lake County Parks and Recreation, which maintains the public parks for which the MSD is responsible. Working in phases, County personnel have installed new central irrigation control systems that are fully operational. The 2020 MSD Budget request for parks was “flat”, with no increase over 2019 Budget levels.

5. Discussion of future agenda items

MSD funds and unincorporated communities are subjects that may be discussed as future agenda items. Bart Barker informed the Trustees that he is currently accepting applications for the Associate General Manager position. He invited one or two Trustees to participate in the interview/initial screening process.

Ina Oviatt is working with Salt Lake County Departments to get information for the “MSD Magnet” project. Mrs. Oviatt will share the “Magnet” design with the Board when it is ready.

Salt Lake County Parks will e-mail an updated power point presentation, including correct dollar amounts, to Mr. Barker. It will be forwarded to the Trustees.

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

There was no other business to come before the Board.

7. Adjourn:

Following a motion to adjourn made by Trustee Peay, Chair Smolka declared the meeting to be adjourned.

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

Joe Smolka, Chair

ATTEST:

, General Manager