

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

BOARD OF TRUSTEES MEETING MINUTES

Wednesday July 31, 2019, 6:00 p.m.
2001 South State Street, COW Room N2-800
Salt Lake City, Utah 84190

Trustees Present:

Joe Smolka, Chair
Paulina Flint, Vice-Chair
Kelly Bush
Sean Clayton
Max Burdick (via speaker phone)

Trustee Excused:

Dan Peay

Others Present:¹

Bart Barker, MSD General Manager
Cathy Jensen, MSD Chief Financial Officer
Lupita McClenning, MSD Division Director of Planning & Development Services
Mark Anderson, MSD Legal Counsel
Ina Oviatt, MSD Office Coordinator & Records Officer
Julia Gisler, Salt Lake Climbers Alliance
Rebecca Hotze, District Ranger for the Salt Lake Ranger District
Mark Olliford, Salt Lake Ranger District
Jim Collinson, Resident
Suzy Albertson, Granite Community Council
Madeline Fransisco-Galang, Salt Lake County Public Works Engineering
Clint Mecham, Unified Fire Authority
Izabella Miller, Information Technology Business Solutions Manager
Greg Schultz, Municipal Administrator for Magna and White City Metro Townships

1. Call to Order

The meeting was called to order by Chair Smolka.

2. Pledge of Allegiance

The pledge of allegiance was recited.

3. Public Comments

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

Julia Gisler, representing the Salt Lake Climbers Alliance (a non-profit organization), asked the Board to reconsider its decision and accept the grant for the the Grit Mill Parking Lot.

Rebecca Hotze, District Ranger for the Salt Lake Ranger District, also asked the Trustees to accept the grant. The Forest Service has held meetings with the public, received public input, and met with residents to discuss their concerns. The Forest Service is trying to address the residents' concerns but, every time they make suggested changes, it takes more time and money.

Mark Olliford, Salt Lake Ranger District, discussed a partnership with Snowbird to upgrade the facilities at the Grit Mill Parking Lot and Trail Head. They believe this will help with the safety and comfort of visitors. These efforts are supported by the Wasatch Front Regional Council, the Forest Service and the Utah Department of Transportation.

Jim Collinson, the closest resident to the parking lot and originally an opponent of the project, agreed that intersection safety will increase with the construction of the parking lot and other needed improvements.

Suzy Albertson declared that the Granite Community Council still opposes the Grit Mill Parking Lot Project.

4. Consideration of minutes from January 9, 2019; June 12, 2019; and June 26, 2019

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

That the MSD Board meeting minutes for the meetings held January 9, 2019, June 12, 2019 and June 26, 2019 be adopted as presented.

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

5. Consideration of an RFP for Emergency Operations Plan(s) and Annexes for the MSD and Metro Townships

- a. Consideration of emergency services staffing through UFA Emergency Management

1. Clint Mecham reported that a Municipal Emergency Specialist job has been posted by Unified Fire Authority ("UFA"). The Metro Townships can hire this individual through the UFA to work with specific Metro Townships and assist with Emergency Operations Plans. Two Metro Townships have expressed an interest so far. For an annualized fee of \$18,000 per day, each of the Metro Townships, or the MSD acting on their behalf, can contract with UFA for an Emergency Management Specialist to work with each Metro Township a set number of days each week to help develop plans, train staff, conduct exercises, and coordinate with Salt Lake County's Emergency Management staff. The payment amount includes equipment and a vehicle. Trustee Flint recommended that each Metro Township Council should buy into this program. In response, Trustee Peay stated that the Magna Metro Township will commit to two days, Trustee Bush stated that the Kearns Metro Township will commit to two days, and Trustee Flint indicated that the White City Metro Township will commit to one day. It is anticipated that representatives of the Copperton Metro Township, the Emigration Canyon Metro Township

and the soon to be incorporated Town of Brighton will indicate their respective preferences soon. UFA wants to have the person (or persons) in place by October 1, 2019.

6. Cost estimate for improvements on Wasatch Resort Road in Little Cottonwood Canyon

Madeline Francisco-Galang reviewed the history of the Grit Mill Project, along with possibly limiting the Project to Wasatch Resort Road and Little Cottonwood Road. She stated that the total cost of the Project with the changes is approximately \$489,000.00. A new environmental document would need to be prepared (\$25,000-\$30,000). The size of the Project is significantly smaller, which would reduce efficiencies of scale. She recommended that the Board accept the \$150,000 Outdoor Recreation Fund Grant and not reduce the scope of the Project. She reviewed highway accident data in the area, stating that the Project should make the area more, not less, safe. In response to questions from Trustees Smolka and Flint, Trustee Burdick stated that LUCC hasn't addressed this issue.

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

That reconsideration of the Grit Mill Parking Lot and Roadway Reconstruction Project in Little Cottonwood Canyon be postponed until the unincorporated Salt Lake County Community Councils can discuss the issues and provide input.

The motion carried with Trustees Smolka, Flint, Bush, Peay and Burdick each voting "aye". Bart Barker will ask the LUCC board to hold a special meeting to discuss the Project.

Trustee Burdick was excused from the meeting.

7. Consideration of a Community Development Block Grant of \$242,829 received for curb, gutter and sidewalks with ADA-compliant access at 4835 South, 4580 West, and 4805 South in Kearns, with a match of \$100,796 from Public Works Operations – is coming from the Kearns portion of the General Fund

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

That the \$242,829 Community Development Block Grant, with a \$100,796 match from Kearns Public Works Operations, be approved as presented.

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

a. Consideration of a budget adjustment for the above CDBG reimbursable grant

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

That the proposed budget adjustment for the CDBG Reimbursable Grant be adopted and approved as presented.

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

8. Consideration of an agreement between UDOT and the MSD, and an MSD budget adjustment, for 4700 South reconstruction, to be funded primarily through Federal Grants. Total project cost: \$16.4 million for design, right-of-way acquisition and construction. The match amount is \$862,319 to be shared between West Valley City and the MSD

Mark Anderson reviewed a number of provisions in the contract for the benefit of the Trustees, particularly noting that the MSD will be responsible for any additional costs over \$16,400,000 for this project, in addition to the MSD's other financial commitments specified in the Agreement. Madeline Francisco-Galang will have the consultant verify that \$16,400,000 is a dependable cost estimate. The designer is expected to be on board in the next couple of months. Right-of-way work will be completed during 2020, with construction to be completed the following year. Ms. Francisco-Galang said that West Valley City should contribute at least 1/4 to 1/3 of the \$862,319 local share. There will be an interlocal agreement between the MSD and West Valley City. Since the project is located in the Kearns Metro Township, Nathan Bracken, the Metro Township's attorney will also be asked to review the Agreement, in cooperation with the MSD's attorney. Trustee Bush strongly stated that this project needs to go forward.

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

That the Agreement between the Utah Department of Transportation and the MSD for the reconstruction of 4700 South Street, to be funded primarily through federal grants with the local cost share to be paid partially by the Kearns Metro Township and partially by West Valley City, be approved, conditioned upon West Valley City and the MSD entering into an Interlocal Cooperation Agreement.

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

- a. Consideration of a budget adjustment for 4700 South reconstruction.

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

That the Budget adjustment for the 4700 South Reconstruction Project be adopted and approved as presented.

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

9. Update on Planning and Development transition

Bart Barker reported that job offers were presented to County Planning and Development employees earlier in the day, and that the County will hold reduction in force (RIF) meetings tomorrow. Those County employees who accept the MSD's offer will become MSD employees on October 1st. Lupita McClenning noted that tomorrow would be her one year anniversary as an MSD employee, and declared that she is excited to move forward into this new phase. Cathy Jensen stated that a job offer will be made to a candidate to fill the MSD Human Resources/Payroll position.

- a. Consideration of recommendations for short-term disability and for employee UTA participation through the County

Cathy Jensen reminded the Trustees that the Board previously decided that short-term disability insurance premiums for MSD employees will be paid by the MSD. UTA (Utah Transit Authority) passes will cost \$226.00 per month, with employees to pay \$40.00 per month to participate in a Salt Lake County UTA van pool and \$45.00 per month to participate in an outside of Salt Lake County UTA van pool. The MSD will pay 50% and each employee will pay 50% of the cost of a UTA transit pass. The intent is to match what Salt Lake County provides its employees.

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

That short-term disability premiums for MSD employees be paid 100% by the MSD.

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

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

That the MSD join with Salt Lake County in the County’s UTA van pool contract at a cost of \$226.00 per participant per month, with employees to pay \$40.00 per month within Salt Lake County and \$45.00 per month outside Salt Lake County; and that the MSD pay 50% of the cost of UTA Transit passes for its employees.

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

10. Consideration of proposed MSD Personnel Policies

The Trustees expressed satisfaction with the MSD Personnel Policies prepared by Cathy Jensen with input from legal counsel. In response to a question from Chair Smolka, it was confirmed that 30 hours per week constitutes full-time employment under federal standards. It was moved by Trustee Flint and seconded by Trustee Peay as follows:

That the MSD Personnel Policies be adopted as presented.

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

11. Presentation of software solutions for Planning and Development Services

Lupita McClenning introduced Izabella Miller, with Information Technology Business Solutions, who is consulting with the MSD. Ms. McClenning then displayed a power point presentation, explaining that MSD Local Solutions is our own portal. This is the GIS (global imaging system) that we currently have but are not utilizing. This exercise will help identify both strengths and available resources. The MSD also currently uses Business Analyst Online. This capability would have been helpful during a recent Emigration Canyon fire. This service would also make a site available to report issues (such as a street sign that is down or a traffic light that is out). Code Enforcement Dashboard shows where the problems are. ArcGIS identifies accessory dwelling units. This will identify where shelters are located and where there are road closures. This would be available for any type of emergency. ArcGIS Urban can update zoning. This will help us get input from our stakeholders. All of the above are mobile friendly. This will replace paper copies. Tax Incremental Finance Project Areas –this is currently being used by Planning and Development. Utilisync provides

stormwater inspection dashboards. Isabella Miller suggested that the usefulness of E-360 and Hansen be evaluated in the future.

Trustee Flint suggested that we could use this to help share information Metro Townships receive from their communities to get the information to the right County department to take care of problems.

Ms. Miller stressed the need for appropriate personnel to be properly trained to use the available software.

12. Discussion of future agenda items

The Trustees and staff discussed possible future MSD Board meeting agenda items. The first Budget Workshop will be held next Friday at 9:00 a.m.

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

Greg Schultz reported concerning exchange students from Japan who are being hosted by Magna.

14. Possible closed session for a discussion of the character, professional competence, or physical or mental health of an individual

There was no need for a closed session.

15. Adjourn


Trustee Peay moved to adjourn the meeting and Chair Smolka declared the meeting to be adjourned.

Approved by the Board of Trustees on the ___ day of September, 2019.



Joe Smolka, Chair

ATTEST:



Cathy Jensen, Clerk