



G R E A T E R   S A L T   L A K E

# Municipal Services District

**Trustees**  
Joe Smolka, Chair  
Paulina Flint, Vice Chair  
Kelly Bush  
Sean Clayton  
Dan Peay  
Richard Snelgrove  
  
Bart Barker  
General Manager

## MINUTES OF THE BOARD OF TRUSTEES MEETING

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

Held Wednesday August 08, 2018, 6:00PM  
2001 South State Street, Room # N4-850  
Salt Lake City, UT 84190

#### Trustees Present:

Joe Smolka, Chair  
Paulina Flint, Vice-Chair  
Dan Peay  
Richard Snelgrove  
Kelly Bush

#### Trustee Excused:

Sean Clayton

#### Others Present:

Bart Barker, MSD General Manager  
Mark Anderson, MSD Legal Counsel  
Ina Oviatt, MSD Office Manager  
Jared Steffey, Fiscal Administrator Salt Lake County Public Works  
Lupita McClenning, Director, Planning and Development Services  
Brittany Allen, Associate Division Director, Planning and Development Services  
Randy Allen, Salt Lake County Fiscal Manager  
Crystal Hulbert, Salt Lake County Roadway Engineering Manager  
Barbara Cameron, Big Cottonwood Community Council  
Ray Chiffman, Granite Community Council  
Stan Decaprin, Contact sponsor for Brighton  
Nancy Carlson-Gotts, President of Association of Community Councils Together

#### 1. Call to order:

Chair Smolka called the meeting to order.

2. Pledge of Allegiance:

The Pledge of Allegiance was recited.

3. Public Comment:

Barbara Cameron, member of the Big Cottonwood Community Council, addressed the Board, and provided an update on Brighton's Petition for Incorporation, which will be on the ballot on the November, 2018 election. According to law, Brighton is required to join the Municipal Services District, which is also the desire of the community. Last week, County Deputy Mayor Rick Graham said that the County will likely withdraw several million dollars in public safety subsidies if Brighton incorporates. Our local property taxes pay about half of our emergency services provided by Salt Lake Valley Law Enforcement Service Area and Unified Fire Service Area. But, for decades, Big Cottonwood Canyon has received an extra subsidy from the County general fund because of the 1.7 million visitors who go up the canyon each year. Bart Barker stated that the subsidies could become the responsibility of the Municipal Services District, and noted that County Mayor Ben McAdams confirmed that this is accurate. Trustee Flint and Trustee Bush voiced concern about the situation.

Ray Chiffman, member of the Granite Community Council, addressed the Trustees, recommended that someone from the MSD Board be present at all Central Wasatch Commission meetings, and stated that the "Mountain Accord" has been brought back to life through the Central Wasatch Commission. Mr. Chiffman's comments were taken under advisement.

Stan Decaprin, the contact sponsor on the Brighton Incorporation Petition, addressed the Board, and also expressed concerns about the apparent plans for the County to take away funding for police and fire services in the canyons. Mr. Barker explained that he had meetings with key stakeholders at the Lieutenant Governor's office last month, and went through the requirements for the incorporation of a town, including the requirement of a feasibility study. Trustee Flint suggested that there should be a complete accounting of what funds these communities need and who is going to oversee the funding.

Nancy Carlson-Gotts, the President of the Association of Community Councils Together (ACCT), addressed the Board, and expressed her dissatisfaction with the feasibility study performed at the request of the Lieutenant Governor, stating that she hears the study is already flawed. She said the residents should have known about this, and that the incorporation of the Town of Brighton should not be allowed to be on the ballot with flawed information.

4. Update on the MSD Fee Committee (Discussion)

Brittany Allen reported on the progress of the MSD Fee Committee, and reminded the Board that the goals of the Committee are to try to keep the Metro Townships, the County, and the MSD on the same fee schedules and to determine whether fees should be changed. Ms. Allen explained that the representatives were asked to check with surrounding cities and bring back their fee schedules for comparison, but they are still awaiting that information. The Board discussed ways to assist in getting this information compiled.

5. MSD 2019 Schedule of presentations to the Board by the County's service providers (Discussion/Action)

On August 15<sup>th</sup>, presentations are scheduled from Community Outreach, Planning & Development Services, Animal Services, and Public Works Operations. Community Outreach has asked to move its presentation to August 29<sup>th</sup>. Mr. Steffey created a template to simplify presenting departmental data.

Mr. Barker asked the Division Directors to attend the presentations. He believes that the Trustees should be able to ask questions of the Directors, concerning what funding they are requesting. That way the Board will know that the requests have been approved by the Division. Mr. Barker will be doing the same thing with invoices from all of the Departments.

6. Submission of the MSD & Metro Townships Annual Audit (Discussion)

It was reported by Randy Allen and Jared Steffey that the MSD received a clean audit. Mark Anderson expressed concern about the way the audit was performed, specifically that the auditor never contacted Mr. Anderson as the MSD's legal counsel, which is standard practice. He suspects there was confusion over the MSD being a separate entity from the County, and the auditors might have erroneously contacted the District Attorney's office. Mr. Anderson pointed out statements in the audit that he believed to be inaccurate, such as the statement that the Metro Townships' individual budgets are subject to review and approval by the MSD Board, which is not true. There also are references in the audit to the "County" that should instead reference the "MSD".

Mr. Anderson recommended that the MSD prepare a letter to educate the auditors on the record. Apparently, the County is issuing a Request for Proposals (RFP) for audit services right now. Mr. Anderson suggested to Mr. Barker that the MSD be pulled out of that RFP process and that the MSD issue its own RFP for an independent auditor. Mr. Anderson expressed reservations about having the General Manager sign the audit as currently written. Mr. Barker recommended that the Trustees receive a copy of the audit, in its entirety, and that the auditor be informed that the MSD isn't prepared to sign off on the audit. Trustee Flint suggested that we ask the State Auditor's Office for assistance and guidance.

7. Consideration of request on the Storm Water Fee (Discussion and Possible Action)

After a brief discussion, Trustee Flint moved to support the Metro Townships in removing impact fees for stormwater. Trustee Bush seconded the motion. The motion passed with Trustees Smolka, Flint, Peay, Snelgrove, and Bush each voting "aye".

8. 2018 sales tax projections, mid-year revision (Discussion)

Randy Allen explained that there are adjustments to the sales tax projections of an additional half a million dollars in sales tax revenues, which means that some of the Metro Townships will have to make budget adjustments, because they'll have to pass those funds through to the MSD. The reason for the change is that the population changed in the census, which impacted the calculation of sale tax revenues. In response to a question from Trustee Smolka, Mr. Barker confirmed that these changes need to be made at the Metro Township level, and by the County Council for the unincorporated areas. Mr. Barker summarized that any increases that a Metro Township gets are passed through to the MSD. The MSD has no access to that money until the affected Metro Township adopts a budget adjustment to increase its revenue and expenditures.

9. Financial Reports (Discussion)

Randy Allen reported that a new software program that includes graphic capabilities has been located, and that a new financial reporting format will be implemented in the coming months.

10. Update on an MSD Fiscal Director (Discussion)

Mr. Barker discussed the plans to hire a Fiscal Director for the MSD, initially as a County employee. That person will set up our personnel system and benefits under Mr. Barker's direction. Mr. Baker subscribed the District to a program called "Technet," which allows us to look up pay ranges and salaries of other districts, to be sure the MSD is being competitive. Mr. Barker stated that he will be selecting a new Office Coordinator to replace Hannah Coleman, and that there are two outstanding candidates.

11. Consideration of adjustments to the MSD budget (Discussion & Possible Action)

After some discussion about the formalities required for a true budget adjustment, the Trustees determined what they were considering was not a true budget adjustment but, rather, constitutes two capital project changes that fit within the approved budget.

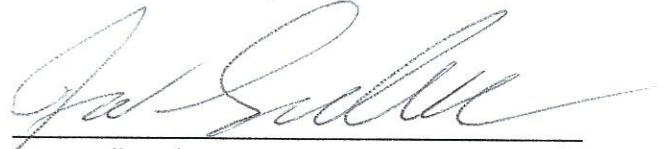
The first proposed change involved three capital project changes related to grants from the Office of Regional Development. Trustee Flint moved to approve the three recommended capital project changes within the approved budget. Trustee Bush seconded the motion. The motion passed with Trustees Smolka, Flint, Peay, Snelgrove, and Bush each voting "aye".

The second proposed change was for the Burnt Fork Project, which needs additional funding that can come from money left over from completed projects. Trustee Flint moved to approve this change. Trustee Bush seconded the motion. The motion passed with Trustees Smolka, Flint, Peay, Snelgrove, and Bush each voting "aye".

12. Adjourn

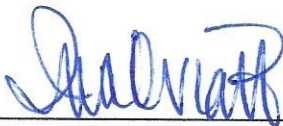
Before the conclusion of the meeting, Trustee Flint added that she's heard good things about the new Planning and Development Director, Lupita McClenning. Chair Smolka asked Ms. McClenning to introduce herself, after which Ms. McClenning briefly addressed the Board.

The meeting was declared adjourned by Chair Smolka at 7:39 p.m.



Joe Smolka, Chair

ATTEST:



Clerk