



G R E A T E R S A L T L A K E
**Municipal Services
District**

**MEETING MINUTES
BOARD OF TRUSTEES MEETING
GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT
Wednesday, July 31, 2020, 6:00 p.m.**

Due to the COVID-19 pandemic, this meeting will be held electronically. To watch or listen, please see the information at the end of this agenda.*

Members of the Board of Trustees may participate electronically. Portions of meetings may be closed for reasons allowed by statute. Motions relating to any of the items listed below, including final action, may be taken.

Trustees Present:

Joe Smolka, Chair ¹
Paulina Flint, Vice-Chair
Max Burdick
Kelly Bush
Sean Clayton
Dan Peay
Keith Zuspan

Trustees Excused:

Staff Present:

Bart Barker, MSD General Manager
Brian Hartsell, MSD Associate General Manager
Marla Howard, MSD Chief Financial Officer
Lupita McClenning, MSD Director of Planning and Development Services
Izabela Miller, MSD Operations Officer
Ina Oviatt, MSD Records Officer
Mark Anderson, MSD Legal Counsel
Kevyn Smeltzer, Director Public Works Operations
Blake Thomas, Economic Development Director
Ralph Chamness, Chief Deputy, Civil Division - Salt Lake County District Attorney's Office
Elizabeth Bayler, Salt Lake County District Attorneys Operations and Fiscal Manager
Corey Bullock, Facility Manager, Parks & Recreation
Wayne Johnson, Associate Division Director of Parks & Recreation
Scott Baird, Public Works Department Director
Amy McCormick, Fiscal Manager Public Works – Engineering & Flood Control
Jared Steffey, Fiscal Manager - Public Works Operations

¹ All participants listed above joined the meeting electronically. Other individuals may have been present or via Zoom, who were not specifically recognized by the Chair.

Trustees

Joe Smolka Paulina Flint Max Burdick Kelly Bush Sean Clayton Dan Peay Keith Zuspan
Chair Vice Chair

Others Present:

Paul Ashton, Magna Metro and White City Legal Counsel

1. Call to Order - Joe Smolka, Chair

Called to order at 9:04 p.m.

2. State of Board Chair Joe Smolka concerning the temporary conduct of electronic meetings of the board consistent with the Utah Open and Public Meetings Act

The electronic meeting notice was not read since Chair Smolka and staff members were at the meeting location.

3. Public Comments (up to 3 minutes each)

No public comments were read into the minutes.

4. Approval of Meeting Minutes

No meeting minutes to approve.

5. Budget presentations by MSD departments and contract service providers

- a. **Salt Lake County Public Works Operations** – Kevyn Smeltzer and Jared Steffey shared their mission statement. They are looking to reduce the number of FTE within our service area allocation to 25 and the number of shared FTEs from 38 to 13. Bart summarized a meeting that he had with the other 3 cities that share in the services from Public Works Operations and summarized the reasoning behind the reduction. There are vacant positions that will not be filled. This will have a minimal impact on the services. Greatest impact on nighttime employees.

PW Operations shared their request for: 1) improved data collection of \$120,000 for road and traffic conditions in Viewworks, their road system management tool, 2) storm drain inspection of \$50,000 on pipes before road is done by Engineering, and 3) trip hazard of \$25,000 for saw cutting on sidewalks. Chair Smolka asked how the storm drain inspection ties into the work that will be done by the Engineering department. Jared detailed the difference between the request as Operations is maintenance focused and the condition of the pipes and water flow ability. Engineering's master plan for storm drains requires inspection and will work with Operations. Engineering is trying to evaluate the existing capacity with properly sized pipes, etc. Kevyn stated that they will work with Engineering to eliminate any duplication of services.

Jared presented the breakdown of the budget for their overall request of \$11,330,507. He discussed the components of their budget request. Their budget request is about \$2 million less than 2020's request. He explained what the administrative cost represents. No mayoral expenses are allocated to us.

Kevyn gave an example of some of the work they are proposing and gave Brighton's roads as an example. He shared their road ratings and the estimated cost to maintain through a contractor. Bart explained the urgency and difficulty of doing the roads in Brighton versus a road in the valley. Kevyn reviewed the other proposed projects for 2021. He reviewed the project for Kearns and expenses in design that has happened in prior years and by doing the Kearns projects his department will get ahead of the game. He indicated that they can do partial projects to spread out the costs. He shared a map of the proposed projects showed how the Magna project can be split between years. These projects are contracted road work.

Trustee Flint asked for work on Larkspur and Zinnia roads. Jared talked about the collaborative process to identify the high priority projects.

- b. **Salt Lake County Economic Development** – Blake Thomas thanked Bart for the support. There will be no increase in their budget request for the Economic Development Coordinator position. Todd shared his presentation for the services that he will provide for 2021. He shared their accomplishments to date for 2020.

Chair Smolka thanked Blake for his service to Salt Lake County and congratulated on his move to Salt Lake City.

- c. **Salt Lake County District Attorney** – Ralph Chamness shared the mission of the County District Attorney's office. Their purpose is to prosecute any class B and C misdemeanors. They only charge their actual expenses to break even in their services. Their request for 2021 is \$279,646. He shared the allocation amongst the Townships and how the fees are being allocated between the Justice Court and the District Attorney. Per Steve Calbert, the revenue has dropped dramatically due to COVID-19.

Trustee Flint asked about recovery of costs and potential of underfunding once COVID-19 has subsided. Ralph is comfortable with the costs he has provided because his costs are due to his personnel. Bart complimented the department for their work and the assistance that we get from Zach Shaw.

- d. **Salt Lake County Parks and Recreation** – Corey Bullock, Wayne Johnson and staff presented their proposal with no increase in costs. For White City, there will be a \$3,500 increase for the trail maintenance for the new trail in White City.

There will be reductions in costs in 2020 expenses due to parks staying closed and mowing starting later this year. The water bills may be higher due to the extreme temperatures. Central irrigation control is fully phased in. Water companies within the area are charging more thus offsetting any cost savings. There is a reduction in revenue because games that are charged fees aren't being held. There are some offset to revenues.

They reviewed their budgeted costs and overall, the bottom line is the same but there is a reallocation between categories. This scheduled will be sent.

- e. **MSD Planning and Development** – Lupita and Izabela shared their goals and the mission of the Planning and Development department. She highlighted the importance of technology on their services. They provide everyday solutions to the people they serve. She reviewed the budget request for 2020 and the importance of the technological requests that were made.

They have no new technological requests for 2021. Their budget request will be \$4,488,000 for personnel. Bart shared that the team is highly competent and working well and gave recognition to Lupita and Izabela and the entire staff on their work. Chair Smolka asked how they were able to decrease the employee costs. Lupita shared the reason that they were able to decrease the overall cost of personnel.

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

There was no other business for today.

7. Discussion of future agenda items

There are no new future agenda items.

8. Adjourn

Meeting adjourned at 10:47 am

Signatures on following page

APPROVED:

DocuSigned by:

Joe Smolka

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Joe Smolka, Chair

ATTEST:

DocuSigned by:

Maria Howard

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Maria Howard, Clerk