



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, **May 27, 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 <sup>1</sup>  
Paulina Flint, Vice-Chair  
Dan Peay  
Kelly Bush  
Keith Zuspan

**Trustees Excused:**

Sean Clayton  
Max Burdick

**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  
Madeline Francisco-Galang, Public Works Engineer  
James Woodward, Municipal Emergency Management Planner

**Others Present:**

Dina Blaes, Salt Lake County Regional  
Alan Packard, Jordan Valley Water Conservancy District, Asst. General Manager and Chief Eng.  
Matt Olsen, Jordan Valley Water Conservancy District, Asst. General Manager

**1. Call to Order** – Paulina Flint, Vice-Chair

The meeting was called to order by Paulina Flint at 6:09 p.m.

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<sup>1</sup> Due to the COVID-19 pandemic, 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. 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.

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<b>Trustees</b>						
<b>Joe Smolka</b>	<b>Paulina Flint</b>	<b>Max Burdick</b>	<b>Kelly Bush</b>	<b>Sean Clayton</b>	<b>Dan Peay</b>	<b>Keith Zuspan</b>
<b>Chair</b>	<b>Vice Chair</b>					

**2. Pledge of Allegiance**

The Pledge of Allegiance was skipped.

**3. Public Comments** (up to 3 minutes each)

There were no public comments or public comment emails to be read into the record.

**4. Approval of Meeting Minutes for 4/22/2020.**

No corrections were offered, Trustee Bush moved to approve the minutes as presented, seconded by Trustee Burdick, approved unanimously.

**5. Presentation on the Jordan Valley Water Conservancy District Water Efficiency Standards Policies**

Alan Packard and Matt Olson, from Jordan Valley Water Conservancy District (the Water District) presented to the Board an overview of the of the District and proposed policy changes. Population growth, development and temperature increases are challenging their water supply. Implementation of conservation standards will be necessary through various strategies including landscaping reduction initiatives, conservation strategies and standards. They reviewed financing initiatives for future growth.

**6. Consideration of Resolution Adopting an Emergency Operations Plan (EOP)**

Brian Hartsell discussed the development and the purpose of the EOP. If adopted by the Board, each respective metro could adopt the plan as their own. No input from the Board since the May 13 meeting has been communicated to Brian prior to this meeting, but he explained that the resolution to adopt would include some non-substantive formatting changes. He shared two changes of note to the EOP in Section 1.2 by adding “and hereafter referred to as “the communities served by the GSLMSD” to facilitate future updates to the EOP should the composition of the MSD member entities change. The other is in Section 1.5 bullet 5, broadens the definition of how communications between the ECC and the GSLMSD would be maintained during an event.

The MSD will provide the plans with resolutions for use within their communities. James Woodward will present at the respective council meetings if needed.

Trustee Bush moved and seconded by Trustee Peay as follows:

**That the resolution to adopt the Emergency Operations Plan as presented, be adopted.**

The motion carried with Trustees Smolka, Bush, Burdick, and Zuspan each voting “aye”.

**7. Consideration of a budget adjustment for design of flooding solution on Cedar Crest in the unincorporated area and Larkspur Drive in White City**

Madeline Francisco-Galang reviewed the complaints received about the flooding after rainstorms in the affected area. There is no simple solution due to the topography and the

location of the curb and gutter. There needs to be an engineered design to come up with an estimated cost to fix. The funds will come from the miscellaneous budget. Bart Barker recommends approval.

Trustee Flint moved and seconded by Trustee Burdick as follows:

**That the budget adjustment for design of flooding solution on Cedar Crest in the unincorporated area and Larkspur Drive in White City as presented, be adopted.**

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

## **8. Discussion of municipal funding disbursements from Salt Lake County under the federal coronavirus CARES Act**

Bart Barker reviewed the information from the county and that \$34,000,000 will be disbursed by the County to municipalities within SL County. The MSD hasn't had to spend as much as the County on COVID related expenses. The funds can be used for economic stimulus and within the Federal guidelines to avoid repayment. Bart Barker listed the amounts per each Metro Township and Town for the CARES Act passthrough funds with is about \$2,000,000. Administration is up to the municipal and county councils. The MSD will be prepared to manage according to direction. Bart turned time over to Dina Blaes, she has led the economic response and recovery effort for the county.

Dina Blaes reviewed the conditions for the use of the CARES Act funds and what actions that the county has taken in response to the COVID 19 pandemic. She discussed the challenges of administering a grant program and the risk of duplication of distribution, which is prohibited under the Act. She also wants a good distribution of the funds throughout the county and target those businesses who were directly affected by closures. She shared the county's strategy in the distribution of the grants to gain the greatest impact.

She answered questions from the Board. Trustee Flint expressed her concerns about the program. Trustee Smolka presented a scenario regarding whether the increase in patrols responding to COVID 19 restrictions could be reimbursed by the disbursed funds. Dina also offered to meet with each of the Trustees to discuss their individual concerns.

Bart discussed the conditions for the MSD to have any costs reimbursed and the coordination that would be required by the MSD. He will forward some documents that address questions about the CARES Act.

## **9. Consideration of the tentative 2021 Budget Calendar**

Bart reviewed the calendar and mentioned that we tried not to conflict with other council meetings.

Trustee Flint moved and seconded by Trustee Peay as follows:

**That the 2021 budget calendar as presented, be adopted.**

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

## **10. Consideration of the Olympia Hills Master Development Agreement Administrative Amendment No. 1**

Mark Anderson informed the board that the Jordan School District (the “School District”) owns about 40-acre parcel within the development and may acquire additional land. The School District requested some changes to the development. He reviewed the three items that the School District requested. No action was is required because it needs to be reviewed by the respective

## **11. Consideration of a budget adjustment for completed projects**

Marla Howard presented the purpose of the budget allocation. Trustee Flint questioned using the funds that came out of the Metro funds for specific projects. Bart

Trustee Bush moved and seconded by Trustee Fling as follows:

**That the budget adjustment for completed projects as presented, be adopted.**

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

## **12. Consideration of a budget adjustments for road overlays (maintenance) budgeted in capital and other projects**

Marla Howard presented the purpose of the budget allocation for the road overlays. Trustee Flint questioned using the funds that came out of the Metro funds for specific projects.

Trustee Bush moved and seconded by Trustee Peay as follows:

**That the budget adjustment to move funds for the road overlays from the capital budget to the maintenance budget as presented, be adopted.**

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

## **13. Consideration of the Annual Tax Rate Resolution (\$0.00)**

Marla Howard presented the purpose of the tax resolution. There was discussion about the date of the form whether it should be for 2020 taxes or 2021. Bart discussed the information he received from the county about doing a truth in taxation hearing in the fall. Mark is uncomfortable with signing this form because there was no truth in taxation hearing in 2019 for 2020. Bart stated that the timing is not is out of sync with the normal process. **The Board instructed Marla and Mark to work with the State Tax Commission to verify the need for the resolution.**

## **14. Planning and Development Services update**

Lupita McClenning provided updates in planning and development department. They will be looking closely to economic development.

Brian updated the Board on the COVID 19. The government center has reopened with a 25% staffing as previously presented. He reviewed the process for an employee to be onsite, the supplies that are on hand, as well as the staffing rotation. He continues to monitor the guidelines so we can be prepared to take the next staffing level to 50%.

Brian shared the interactive COVID-19 Data Dashboard that was requested by the Board which was prepared by the county's public information officer on the cases per community.

### **15. General Manager report**

Bart reported that on September 15 is the 5-year anniversary of the creation of the MSD. We would like to celebrate the anniversary and he described the various options that Maridene has presented.

He spoke to the new website that Maridene has built and the link to the website that was created by planning and development. He asked for comments.

The first community plan will be coming from Olympia Hills. He reviewed the impact to the MSD and what we will be doing to lessen the impact to the MSD.

He reviewed the outreach position and the status of getting it released from the county so the MSD can hire the candidate that was selected.

Trustee Flint asked if the website link will remain the same. The Board was informed that there would be no change to the link.

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

Trustee Flint informed the Board that their South East Days annual event will be cancelled because of the risk to the attendees which consists of many children and older citizens. She shared the process that they will be going through to undo the event. She suggested potentially doing a memoir of the event and asked for pictures from anyone who may have attended in the past.


### **17. Discussion of future agenda items**

There were no future agenda items presented.

### **18. Adjourn** Trustee Flint moved to adjourn the meeting.

Meeting adjourned at 8:10 pm

#### **APPROVED:**

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Joe Smolka, Chair

**ATTEST:**

DocuSigned by:

*Marla Howard*

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Marla Howard, Clerk