



GREATER SALT LAKE

Municipal Services District

MEETING MINUTES BOARD OF TRUSTEES MEETING GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT Wednesday, April 28, 2021, 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
Kelly Bush
Sean Clayton
Dan Peay
Keith Zuspan

Trustees Excused:

Laurie Stringham

Staff Present:

Bart Barker, MSD General Manager (GM)
Brian Hartsell, MSD Associate General Manager (AGM)
Marla Howard, MSD Chief Financial Officer (CFO)
Lupita McClenning, MSD Director of Planning and Development Services
Izabela Miller, MSD Operations Officer
Ina Oviatt, MSD Records Officer
Kayla Mauldin, MSD Long Range Planner
Maridene Alexander, MSD Communications Manager
Mark Anderson, MSD Legal Counsel
Crystal Hulbert, Salt Lake County Public Works Engineering
Madeline Francisco-Galang, Salt Lake County Public Works Engineering
Corey Bullock, Salt Lake County Parks Maintenance
Lisa Hartman, Salt Lake County Associate Deputy Mayor
Scott Baird, Salt Lake County Public Works Department Director
Abby Evans, Salt Lake County Senior Policy Analyst

Others Present:

Paul Ashton, Magna Metro and White City Legal Counsel

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 Kelly Bush Sean Clayton Dan Peay Laurie Stringham Keith Zuspan
Chair Vice Chair

Rori Andreason, White City Administrator
Gary Bowen
Brian Richards

1. Call to Order - Joe Smolka, Chair called the meeting to order at 6:00 pm.

2. Pledge of Allegiance

The Pledge of Allegiance was not recited.

3. Statement of Board Chair concerning the temporary conduct of electronic meeting of the board consistent with the Utah Open and Public Meetings Act

The Chair read the statement regarding electronic meetings consistent with the Utah Open and Public Meetings Act.

4. Public Comments (up to 3 minutes each)

No comments were read into the minutes.

5. Approval of Meeting Minutes for April 14, 2021

Trustee Bush moved to adopt the minutes as presented. Trustee Flint seconded the motion. Chair Smolka, Trustees Bush, Clayton, Flint, Peay, and Zuspan voted “aye”.

6. Approval of Contract with Bowen Collins & Associates for the 8425 South Sidewalk for preconstruction engineering service in the amount of \$35,118.69

Madeline Francisco-Galang presented that the purpose of the contract is for preconstruction engineering services. This is a requirement of the federal aid agreement. Mark Anderson stated that he signed off on the contract, yesterday. Brian Hartsell indicated that this expense was included in our 2021 budget.

Trustee Bush moved to approve the contract with Bowen Collins & Associates for the 8425 South Sidewalk for preconstruction engineering service in the amount of \$35,118.69. Trustee Flint seconded the motion and Chair Smolka, Trustees Bush, Clayton, Flint, Peay, and Zuspan voted “aye”.

7. Approval of Budget Adjustment for various projects totaling \$102,391

Madeline Francisco-Galang presented that the purpose of the budget adjustment is to fund the completion of prior projects that weren't rolled over into 2021's budget and two new projects. She reviewed the list that was provided in the packet. Chair Smolka asked why there was a study on the storm water issue. Madeline Francisco-Galang stated that there were a number of issues that contribute to the flooding along the road that needed a study to solve.

Trustee Bush moved to approve budget adjustment for various projects totaling \$102,391. Trustee Peay seconded the motion and Chair Smolka, Trustees Bush, Clayton, Flint, Peay, and Zuspan voted “aye”.

8. Approval of Budget Adjustment to move \$198,980 from the closed-out projects to the miscellaneous engineering fund

Crystal Hulbert presented that the purpose of the budget adjustment is to close out projects and move the excess or unspent funds to the miscellaneous engineering fund.

Trustee Bush moved to approve the budget adjustment to move \$198,980 from the closed-out projects to the miscellaneous engineering fund. Trustee Flint seconded the motion and Chair Smolka, Trustees Bush, Clayton, Flint, Peay, and Zuspan voted “aye”.

9. Approval of Budget Adjustment for \$25,000 from the Miscellaneous Engineering funds to fund the environmental report for the 9000 West road widening and sidewalk installation project

Crystal Hulbert presented the purpose of the budget adjustment is for the widening and a sidewalk installation environmental study. She shared that we have to fund the environmental study prior to the design.

Trustee Bush moved to approve budget adjustment for \$25,000 from the miscellaneous engineering funds to fund the environmental report for the 9000 West road widening and sidewalk installation project. Trustee Flint seconded the motion and Chair Smolka, Trustees Bush, Clayton, Flint, Peay, and Zuspan voted “aye”.

10. Review of the MSD Financial Statements

Marla Howard reviewed the financial statements for the MSD and highlighted that right now we are tracking to budget on expenses. Brian Hartsell was asked about the revenues in comparison to prior years. He shared the spreadsheet used to analyze the revenues to prior years. We are over 3.8% over prior year to date for sales tax, and 1.8% for SB 136 tax. There is a 13% increase in class B&C road for the January/February payment. The payment for March/April will be made in May.

11. Update from the April 28, 2021, Audit Committee Meeting

Mayor Clayton spoke about the audit committee meeting today and the committee reviewed the credit card, check and invoice registers and saw no items of concern. He commented that there is a net pension liability that will be booked and well as the negative amount in the bonds payable mentioned by Marla Howard that will be resolved.

12. Legislative Review

Mark Anderson discussed the highlights of the recent legislation and referred to the summary that was included in the packet. Trustee Clayton asked if there was anything that could come up this year for review in the interim session. Mark Anderson said that HB 98 could be revisited and Paul Ashton stated that they are meeting with Representative Gray about HB 98 and possible inclusion in the interim session. He asked for suggestions from the MSD staff for any language modification. Bart Barker suggested getting input from Trent

Sorenson. The Board thanked Mark Anderson for the written report which they found very helpful and allows for referencing.

13. Discussion with the MSD Board for approval of matching funds of \$4,000 for the Kearns Parking Study Project

Lupita McClenning is requesting a match of \$4,000 to a grant that was written by Kayla Mauldin. The start date for the Kearns Parking Study is July 1 and should be finished by February. She showed the area that would be reviewed which is in Kearns. Kayla Maudlin said that they decided to pursue the grant after some community input.

Trustee Clayton moved to approve approval of matching funds of \$4,000 for the Kearns Parking Study Project. Trustee Bush seconded the motion and Chair Smolka, Trustees Bush, Clayton, Flint, Peay, and Zuspan voted “aye”.

14. Planning and Development Services report

Lupita McClenning reported that the PDS is doing stormwater training and Cyber Security training. They are providing training to Brighton. They will be hosting a planning commission training. They have received the comments back from the Board as part of the strategic planning process and are taking the comments seriously. They are looking at some policy changes. They are considering applying for the RAISE grant from the U.S. Department of Transportation which was formally known as the BUILD and TIGER to fund planning initiative. They would know by Thanksgiving if awarded any funds. No match is required. They would look at equity and climate adaptivity. Currently, they are moving forward on the Magna Historic District and parking issues initiative.

15. General Manager report

Bart Barker (GM) reported on the status of the strategic planning process. He stated that the pillar planning portion is complete which will feed into the strategic planning meeting on Friday, April 30. Trustees Flint and Bush will be in attendance. It will be a public meeting to allow any Trustee to attend if they so desire. The general meeting will be recorded but the breakout sessions can't due to limitations of Zoom. The focus groups, which is important to gather the vision of the various geographic councils regarding the service from the MSD is the next step in the process. The citizen survey is another step which will be sent via a post card by May 15 with the link to the survey.

The GM spoke about the support received from the Utah League of Cities and Towns on our bill to get the townships the ability to collect franchise fees.

Brian Hartsell follow-up on the exploratory inquiry from the March 24 board meeting about any potential reimbursement of COVID-related expenses incurred by the MSD. His allocation was based upon population and will re-send out his spreadsheet to the Trustees for another review. He reported that one Metro Township has reported back and asked that others provide feedback regarding the direction of the local councils. Some of the expenses were cleaning supplies, Zoom, Docusign, legal and computer and remote accessibility. Trustee Flint asked for a breakout of COVID costs by category and stated that computers should be considered a capital acquisition expense. She would like to know the specific amount spent on computers.

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

Trustee Flint asked for an update regarding moving the engineering function from Salt Lake County to the MSD. Bart Barker indicated that he is continuing to gather specific facts.

Ina Oviatt reported that the offices should be completed by the end of the week so the administrative staff could be in their offices by Monday. The GM reported that there will be some cubicles that are available to Trustees if they need them while at the governmental center.

There was no other business brought to the Board.

17. Discussion of future agenda items (5 minutes)

There were no future agenda items brought to the Board.

18. Adjourn Trustee Flint moved to adjourn, Trustee Peay seconded the motion and it was approved unanimously.

Meeting adjourned at 8:30pm

APPROVED:

Joe Smolka

Joe Smolka, Chair

July 19, 2021 | 7:30 PM PDT

ATTEST:

Marla Howard

Marla Howard, Clerk

July 20, 2021 | 7:29 AM PDT