



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, **October 28, 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
Kelly Bush
Sean Clayton
Dan Peay

Trustees Excused:

Max Burdick
Keith Zuspan

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
Ina Oviatt, MSD Records Officer
Mark Anderson, MSD Legal Counsel

Others Present:

Paul Ashton, Magna Metro and White City Legal Counsel
Rori Andreason, White City Township Administrator
Gary Bowen, Emigration Canyon Community Council

1. Call to Order - Joe Smolka, Chair

Chair Smolka called the meeting to order at 6:00 pm.

2. Pledge of Allegiance

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						

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

Chairman Smolka read the provision concerning the conduct of electronic meeting consistent with the Utah Open and Public meeting Act.

4. Public Comments (up to 3 minutes each)

No public comments were read into the minutes.

5. Approval of Meeting Minutes

The meeting minutes for September 23, 2020 and October 14, 2020 were presented for approval. The meeting minutes were emailed about one hour prior to the meeting, thus were postponed to the next meeting.

6. Update on project bonding

The GM stated that Mark Anderson reached out to a bonding advisor and that we have an approach that will be cost effective. Mark Anderson shared that he has been talking with John Crandall, Stifel, has offered to assist us for no charge up to a certain point, but we would need to sign a contract with zero cost. Since no public funds are being expended for this consulting, we don't need to follow the procurement guidelines. This will give us preliminary guidance about the total amount and whether we do a direct placement which makes the process simpler. If we do a bond placement, then a bond counsel would have to be retained. Mayor Flint has worked with John Crandall and Stifel and they come highly recommended.

Mr. Anderson stated that they don't have a final contract yet to share with the Board. Since it is at zero cost, the GM may sign the contract when it done. The GM asked the Board if they were comfortable with him signing the contract. Chairman Smolka, Trustees Bush, Clayton and Peay agreed.

7. Consideration of a Request for Qualifications and Proposal for Strategic Plan Consulting

The CFO summarized the purpose of the project and the need for the MSD to create a strategic plan to guide the Board and staff in planning decisions. The GM added that the Board will play an important part regarding the creation of the strategic plan and that the key is that we will align our activities. The consultant will help us in the process. We will keep the Board apprised of the progress in locating an acceptable consultant. The question was asked if they Board needs to approve the issuance of the RFQ, but Mark Anderson commented that the action would be taken in the selection of the consultant.

Chairman Smolka, Trustees Flint, Bush, Clayton and Peay agreed.

8. Planning and Development Services report

Lupita McClenning reported on the that the general plan for Kearns and Copperton Metro Townships was completed. She complimented the various members on the team. She stated that the plans for Emigration Canyon, White City and Magna Metro Townships will be next.

McClenning stated that they will present their workplan for 2021 and 2022 shortly. Trustee Clayton complimented Mikala Jordan on the professional presentation to the Copperton Metro Counsel.

Chairman Smolka also complimented the planning and development team on the Cityworks rollout.

9. General Manager report

Trustee Clayton stated that they had a councilmember resigned due to personal scheduling.

The GM reminded the members that the respective metro townships will be going through their own budget approval process during November and December.

He reported that sales tax revenue has held strong. He reported that the sales tax allocation to the MSD members was reviewed and now settled. He reported that Class B & C road funds is more variable. We are not seeing a decrease but have been cautious in our budgeting.

The MSD quietly passed the one-year anniversary of the transitioning of the planning and development to the MSD. He complimented the team on the good work, their professionalism and work ethic.

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

Trustee Clayton stated that they had a councilmember resigned due to personal scheduling.

The AGM spoke briefly about CARES funding and about the UFA, SLVLESA, and WFWRD invoices that have been circulated and paid by some of the member entities. November 30 is the deadline to spend CARES funding unless an extension is granted. We have four weeks to process the last of the payments. The MSD stands ready to process any payments using CARES funds once approved by the Mayors. The last report through September 30 was filed by October 15. The next report is due on November 15 for activity through October 31. Trustee Flint complimented the AGM for the work he has done.

The GM complimented the AGM and CFO has worked hard and performed well over the last year within all of their functions.

There was no other business to discuss.

11. Discussion of future agenda items

There were no items for future agendas.

12. Adjourn Trustee Flint moved to adjourned. Seconded by Trustee Bush.

Meeting adjourned at 6.37 pm.

APPROVED:

Joe Smolka _____

Joe Smolka, Chair

ATTEST:

Marla Howard _____

Marla Howard, Clerk