



GREATER SALT LAKE  
**Municipal Services  
District**

**MEETING MINUTES  
BOARD OF TRUSTEES MEETING  
GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT  
Wednesday, September 23, 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  
Max Burdick  
Kelly Bush  
Sean Clayton  
Dan Peay  
Keith Zuspan

**Trustees Excused:**

**Staff Present:**

Bart Barker, MSD General Manager (GM)  
Brian Hartsell, MSD Associate General Manager (AGM)  
Lupita McClenning, MSD Director of Planning and Development Services  
Izabela Miller, MSD Operations Officer  
Ina Oviatt, MSD Records Officer  
Mark Anderson, MSD Legal Counsel  
Michael Reberg, Salt Lake County Associate Deputy Mayor

**Others Present:**

Rori Andreason, White City Metro Township Administrator  
Gary Bowen, Emigration Canyon Metro Township Council  
Todd Johnson, Professor at Utah State University  
Matthew Starley, Landscape Architect Environmental Planning (LAEP), College of Applied Sciences, Utah State University

**1. Call to Order -**

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<sup>1</sup> 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.

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

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

**2. 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 updated statement regarding the electronic meeting statement concerning the temporary conduct of electronic meetings.

**3. Pledge of Allegiance:**

The Pledge of Allegiance was not recited.

**4. Public Comments:**

No public comments were received and read into the minutes.

**5. Approval of Meeting Minutes for 8/28/2020 and 9/9/2020:**

Trustee Clayton moved to approve the August 28, 2020 and September 9, 2020 meeting minutes. Trustee Zuspan seconded the motion and Chair Smolka, Trustees Burdick, Bush, Clayton, Peay and Zuspan voted “aye”.

**6. Consideration of the 2021 MSD budget (Discussion and Possible Action) - Bart Barker, General Manager, and Brian Hartsell, Associate General Manager and Treasurer (45 minutes)**

**a. Preliminary bonding information**

Bart shared the 2019 ending fund balances for each of the metro townships, the Town of Brighton and the unincorporated area of SL County. Trustee Smolka suggested that there be a limit on how much money can be in these accounts. There was a lot of discussion between the Metro Townships and the Town of Brighton regarding their Admin budgets and their ending balances (Restricted/Unrestricted). Bart asked if we had been appropriating too much on the Admin Budgets? Mayor Clayton asked what would be an acceptable amount to have in the Admin budgets? Bart asked if it is appropriate to use the 3 Million dollars to be re-allocated to the projects – lowering the amount of the Bond amount. Trustee Smolka asked that we need to get more information from Marla before the MSD Board make any policy changes.

**b. Capital projects and Public Works Operations**

Brian H. shared the budget worksheet for the 2021 budget with the changes that reflected the capital project priorities the Board identified in the Sep 9 board meeting. Bart suggested that they wait until Marla returns from vacation to make the new changes to the spreadsheet. Bart is waiting for the grant details from PW Engineering. He should have this information by the end of this week (9/25/2020). Some projects were included in the 12-Million-dollar bond. The estimated bond payment of 1,400,000 will show up in the 2022 budget and

beyond. Many of these projects are multi-year projects. Trustee Zuspan asked what the terms of the bond payments. It will be a 10-year payment. Bart said that the B&C road funds will be 10M approximately. There will be a decrease in the second half of 2021 for the unincorporated SL County, but we'll still have ample funds to make the bond payments.

- c. MSD funds budget (including member entities)
- d. Five-year budget projection
- e. Preliminary board budget approval, subject to public hearing on October 14, 2020, and subsequent budget adoption

Bart said that there will be 4 changes that will need to be updated by Marla on the tentative budget. They are:

- Increase in the Health Insurance of \$23,675
- Compensation for the MSD Board Members \$22,176
- MSD Admin – Miscellaneous charges need to be increased from 5K for other professional charges for the MSD Admin budgets.
- Potential changes from the grant information that need to be updated.
- The Town of Brighton needs to have their budget amount for Land Use Attorney for the short-term Rentals trying to entice owners who rent to get a business license, pay their taxes. (Transportation Room Tax). They have added \$28,000 to their professional services.

White City wants to use their Admin budget for the council stipends (to take the full stipends) and the Sandy Canal Trail – phase 2.

The AGM added that the above changes would require adjustments to the contributions to and from fund balance.

**Motion made by Trustee Flint to Tentatively Adopt the Tentative 2021 Budget with the identified changes that need to be made. Motion seconded by Trustee Burdick.**

Trustee Burdick seconded the motion and Chair Smolka, Trustees Flint, Bush, Clayton, Peay and Zuspan voted “aye”.

- 7. Update on COVID-19, federal CARES Act funding, and spending deadline (Discussion and Possible Action) - Brian Hartsell, Associate General Manager (10 minutes)

The monthly CARES Reports were submitted to the County on behalf of the Metro Townships and the Town of Brighton that have received CARES funds, by the September

15<sup>th</sup>, 2020 deadline. This reports eligible expenses through August 31, 2020. We intend to report by October 15, 2020 for the month of September. All of the Metro's and the Town have can be provided a link to the MSD website where we are summarizing the CARES reporting as required by the CARES funding agreement. He said that each of the Metro's and the Town have received the Salt Lake Valley Law Enforcement Area and Unified Fire Department invoices for COVID eligible expenses. Some of the Metros and Town have authorized the MSD to pay those invoices directly and some have pursued sub-grant agreements with those two agencies. WFWRD invoices have been received for the Metros and the Town of Brighton. They are looking for the revised invoices from WFWRD. Originally the CARES spending deadline was October 1, 2020. Some of the Metros and the Town have requested an extension on the deadline to use up their CARES funding. At the same time SL County was drafting a resolution to extend the deadline to November 30<sup>th</sup>, 2020.

**8. Planning and Development Services update (Informational) - Lupita McClenning, Director of Planning and Development Services (10 minutes)**

Izabela shared with the MSD Board the PDS website and the Long-Range Planning changes that have been made to our website. She referenced Copperton's General Plan. This same General Plan will be done for each of the Metro's and the Town of Brighton. She shared with the MSD Board where they can go to look for the updates. She asked each of the Metro's and the Town of Brighton to let them know what changes they would like made for their areas.

Lupita shared with the MSD Board that they have received requests from SL County to provide the planning services for Granite Hills, Sandy Hills and Willow Creek Community Councils. They were asked to supply a timeline for their work to the County Mayor's office and the County Liaison for the Community Councils (Joselyn Romero). It was presented it to the LUCC Board last night. The PDS Department has partnered with Utah State University to provide the scope of these planning services.

Todd Johnson is overseeing this project with the USU graduate students and the data that they are gathering. He feels that if we all come together, we can really make a difference in the lives of our communities.

**9. General Manager report (Discussion) - Bart Barker, GM (10 minutes)**

Bart highlighted the 5<sup>th</sup> Year Anniversary Party we had this last week. There were some of the Metro and Town Mayors that were able to make it. We had a wonderful time with getting the employees together again. We had a great turnout. We didn't invite everyone because of COVID. Those that frequently interact were there. We have a strong conscientious Board. We have hardworking employees – the greatest he's worked with.

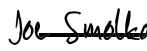
ULCT Conference 1<sup>st</sup> day (virtual) – he enjoyed a talk from Rev. Frances Davis. He's a Pastor emeritus from Calvary Baptist Church. It was very inspiring.

The November MSD Board Meeting fell on Veterans Day. It was moved by the Board to November 12, 2020 at 6pm. Bart asked that this item be put on the Oct. 14<sup>th</sup>, 2020 agenda to be ratified.

- 10.** Other Metro Township, Town, Unincorporated County and Greater Salt Lake Municipal Services District business (Discussion)
- 11.** Discussion of future agenda items
- 12.** Adjourn – Motion to adjourn made by Trustee Flint.

Board Meeting ended at 7:49pm

**APPROVED:**

  
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Joe Smolka, Chair

**ATTEST:**

  
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Marla Howard, Clerk