MINUTES
Olympia Public Infrastructure Districts No. 1
Special Meeting

<u>HELD</u> ON DECEMBER 19, 2023, AT THE OFFICE OF SNOW JENSEN & REECE, P.C., 912 W. 1600 S., SUITE B-200, ST. GEORGE, UTAH 84770
<u>AT 10:00 A.M.</u>

MEMBERS PRESENT: Ryan Button, District Chair (zoom); Kirk Young, District Clerk (zoom)
ALSO PRESENT: Victoria Carlton, District general counsel, SJR; Shelby Clymer, District accountant, CLA (zoom); Michael Jensen (zoom), Snow Jensen & Reece; and Jennifer Gowans, Snow Jensen & Reece

A. <u>Call to Order</u>

The meeting convened at 10:08 am.

B. <u>Preliminary Action Items</u>

1. **Approve the minutes of the Board meeting held on November 30, 2023.**

Ryan Button moves to approve the November 30, 2023, meeting minutes.
Kirk Young seconds the motion.

Kirk Young: Aye
Ryan Button: Aye

C. <u>Public Hearing</u>

1. **Take public comment on the tentative operating and capital budget adopted on November 30, 2023, which is proposed to be adopted as the Final Budget for calendar year 2024.**

Kirk Young moves to open the meeting to the public for comment on the tentative operating and capital budget as the Final Budget for the calendar year 2024.
Ryan Button seconds the motion.

Kirk Young: Aye
Ryan Button: Aye

No members of the public were present on Zoom or in person.

Shelby Clymer from CLA presents the final budget for 2024 as unchanged from the November 30, 2023, meeting.

Ryan Button motions to close the public meeting.
Kirk Young seconds the motion.

Kirk Young: Aye
Ryan Button: Aye

D. Action Items

1. **Consider adoption of Resolution 2023-06, adopting a Final Budget for calendar year 2024.**

Ryan Button moves to approve and adopt Resolution 2023-06 the final budget for calendar year 2024.
Kirk Young seconds the motion.

Kirk Young: Aye
Ryan Button: Aye

2. **Consider approval of CLA engagement agreement and authorize the Chair to sign.**

Shelby Clymer briefly outlines the documents to be emailed and presented to the board for approval from CLA. The Master Service Agreement (MSA) as well as the Statement of Work (SOW).

Ryan Button motions to approve CLA engagement agreement and authorize the Chair to sign subject to the Chair's final review and approval.
Kirk Young seconds the motion.

Kirk Young: Aye
Ryan Button: Aye

E. Administrative Non-Action Items

1. Reminder: Board Trainings and Other Documents Required for the State Auditor (Oaths of Office, conflict disclosures, and ethics pledge).
    a. Training required by state auditor for New Board Members: https://training.auditor.utah.gov

2. Open and Public Meeting Training for Board members.

Michael Jensen takes the board members through the required training. The training for 2024 is complete.

E. Adjourn

Kirk Young moves to adjourn.
Ryan Button seconds the motion.

Kirk Young: Aye
Ryan Button: Aye

Kirk Young

Kirk Young, District Clerk

Approval Date: 01/24/2024

citrix | RightSignature

SIGNATURE CERTIFICATE

REFERENCE NUMBER
8CB7A275-E024-45DA-AFF7-B4759DA191D1

TRANSACTION DETAILS	DOCUMENT DETAILS
Reference Number 8CB7A275-E024-45DA-AFF7-B4759DA191D1	**Document Name** OPID 2023 12 19 Minutes for Appvl vc sent for sig
Transaction Type Signature Request	**Filename** OPID_2023_12_19_Minutes_for_Appvl_vc_sent_for_sig.docx
Sent At 01/23/2024 08:57 MST	**Pages** 3 pages
Executed At 01/24/2024 11:41 MST	**Content Type** application/vnd.openxmlformats-officedocument.wordprocessingml.document
Identity Method email	**File Size** 37.7 KB
Distribution Method email	**Original Checksum** 41a08c625bc886622a51aad1194b454184dbd06bd50835ec74e9da0c057ef1ef
Signed Checksum ef5a06ed86b7d1294dc7043ca614ba4c0d075626c242b69fc305aaf2f3d47202	
Signer Sequencing Disabled	
Document Passcode Disabled	

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Kirk Young **Email** kirk@projectutah.com **Components** 2	**Status** signed **Multi-factor Digital Fingerprint Checksum** e2c20ed6782f56c794bdf607a34988101a02136e1baa267346ab0f47bc67fba6 **IP Address** 98.32.70.45 **Device** Microsoft Edge via Windows **Typed Signature** Kirk Young **Signature Reference ID** 2356667E	**Viewed At** 01/24/2024 11:40 MST **Identity Authenticated At** 01/24/2024 11:41 MST **Signed At** 01/24/2024 11:41 MST

AUDITS

TIMESTAMP	AUDIT
01/23/2024 08:57 MST	Jennifer Gowans (jgowans@snowjensen.com) created document 'OPID_2023_12_19_Minutes_for_Appvl_vc_sent_for_sig.docx' on Chrome via Windows from 208.117.120.90.
01/23/2024 08:57 MST	Kirk Young (kirk@projectutah.com) was emailed a link to sign.
01/24/2024 10:44 MST	Jennifer Gowans (jgowans@snowjensen.com) shared document 'OPID_2023_12_19_Minutes_for_Appvl_vc_sent_for_sig.docx' on Chrome via Windows from 208.117.120.90.
01/24/2024 10:44 MST	Kirk Young (kirk@projectutah.com) was emailed a reminder.
01/24/2024 11:40 MST	Kirk Young (kirk@projectutah.com) viewed the document on Microsoft Edge via Windows from 98.32.70.45.
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01/24/2024 11:41 MST	Kirk Young (kirk@projectutah.com) authenticated via email on Microsoft Edge via Windows from 98.32.70.45.
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