

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
LOCAL BUILDING AUTHORITY  
OF THE ZION MOUNTAIN LOCAL SERVICE DISTRICT**

Date: Friday, March 1, 2024

Location: 9065 West Highway 9, Mt. Carmel, UT 84755

Board Members present: Kevin McLaws, Todd McLaws, Steve Neeleman

Board Members absent: None

Others present: Annie Cozzens, Randall Rodriguez, Matt Cauley, Broc Richardson, and Gordon Walker

1. **Call to order** – Todd called the meeting to order at 3:10 pm. Noted the official start time was slightly delayed due to technical issues.
2. **Approval of Meeting Agenda** – Kevin motioned to approve the meeting agenda. Steve seconded. Kevin voted aye. Steve voted aye. Todd voted aye.
3. **Legislative Action Items**
  - a. None
4. **Administrative Action Items**
  - a. **Review and approve the invoices to be included in CIB disbursements #10.** – The previous approval of the CIB disbursement request #10 needs to be revised due to some additional invoices needing to be paid that time sensitive to the project. It was also decided that the original invoices that were approved for legal/accounting services need to have the Visitor Center project specific items separated out so it will be clearer for the CIB to determine what falls in scope. Kevin motioned to approve the funding request as presented for January 2024 for the following amounts: Biohabitats Engineering for \$111,726.59, Landmark Testing for \$3,724.28, Sherwood Engineers for \$38,371.67, Sunrise Engineering for \$6,68.55, and CM&D for \$103,949.36. Steve seconded. Kevin voted aye. Steve voted aye. Todd voted aye. Steve also motioned to have the legal/accounting invoices be reviewed by CM&D in the next two weeks to sort out the invoice items related to the Visitor Center Project so that they can be approved and presented to the CIB. Kevin seconded, all voted aye.
5. **Administrative Non-Action Items**
  - a. None
6. **Adjourn** - Kevin motioned to adjourn the meeting at 3:45 pm. Steve seconded. Kevin voted aye, Todd voted aye, Steve voted aye. The duration of the meeting was 35 min.



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**Todd McLaws, Chairperson**