

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

Date: Thursday, March 14, 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 Riddle, Randall Rodriguez, Matt Cauley, Scott Stay, Broc Richardson, Gordon Walker, Candus Tibbitts and Patty Kubeja

1. **Call to order** – Todd called the meeting to order at 6:18 pm.
2. **Approval of Meeting Agenda** – Matt suggested moving the funding request item c to the bottom of the list of items. Kevin motioned to approve the meeting agenda with the change of discussing item c after item i. Steve seconded. Kevin voted aye. Steve voted aye. Todd voted aye.
3. **Legislative Action Items**
 - a. None
4. **Administrative Action Items**
 - a. **Approval of Meeting minutes from February 8, 2024.** – Steve motioned to approve the meeting minutes as presented. Kevin seconded. Kevin voted aye. Todd voted aye. Steve voted aye.
 - b. **Approval of Meeting minutes from March 1, 2024.** – Steve motioned to approve the meeting minutes as presented. Kevin seconded. Kevin voted aye. Todd voted aye. Steve voted aye.
 - c. **Review and approve the Discovery Center funding request invoices to be included in the CIB Disbursement request #11.** – Kevin motioned to approve the CIB Disbursement request #11 in the amount of \$130,198.13. He also approved to add to the CIB request the invoices for Snow Jensen and Reece and George Ralphs for \$14,998.59. Todd seconded. Kevin voted aye. Todd voted aye. (Noted that Steve had to leave the meeting early due to time constraints for this item).
 - d. **Landmark ASA #1 for Construction Inspection and Testing for review and approval for execution.** – Kevin motioned to approve the contract for the add service agreement. Steven seconded. Kevin voted aye, Steve voted aye. Todd voted aye.
 - e. **Conflict of Interest Disclosure for Hi-Road Agreement.** – No action needed for this item. It was noted that there are conflict of interest agreements on file for the board members.
 - f. **ZMB Agreement for review and approval for execution.** ZMB is going to be completing the scope of work for the core, shell, and interior for the building. They separated the buildings out from the site-work. This agreement also excludes the masonry work on the exterior of the building, which will be coordinated later down the road. This agreement encompasses the rest of the building, mechanical, electrical, plumbing, foundations and structure and interior. The contract is not to exceed

approximately 10,473,268.66. The work on this contract also won't commence until there has been a written notice to proceed. Kevin motioned to approve the ZMB agreement subject to Greg Hardman's legal review of the contract. Steve seconded. Kevin voted aye. Todd voted aye.

- g. Hi-Road Agreement for review and approval for execution.** Kevin motioned to approve the Hi-Road Agreement subject to Greg Hardman's legal review of the contract. Steve seconded the motion. Kevin voted aye. Steve voted aye. Todd voted aye.
- h. Review and approve Place Collaborative ASA for Redesign Documents for the DC.** – The total amount of this ASA is not to exceed \$58,980 in addition to the prior contract amount. The items in this scope include specific items related to moving the location of the bathroom and the additional work related to that including plumbing and electrical. Kevin is concerned in approving this agreement due to the fact that they haven't finalized the decision on the exact locations of restrooms. Matt suggested identifying the portion of the contract that should be approved to get moving on the project. He suggested 20% of the overall contract price. Kevin motioned to approve this ASA in the amount of not to exceed \$15,000 and that CM&D and the review committee will select items that have no question of needing work in this regard and that are certain items. Todd seconded. Kevin aye. Todd aye. (noted that Steve Neeleman had to leave the meeting early due to time constraints).
- i. Discuss ordering construction materials for water main and possible purchase approval.** – No action on this item currently.

5. Administrative Non-Action Items

- a. None

- 6. Adjourn** - Kevin motioned to adjourn the meeting at 7:28 pm. Todd seconded. Kevin voted aye, Todd voted aye. The duration of the meeting was 1 hour and 10 min.



Todd McLaws, Chairperson