

**MINUTES**  
**Sienna Hills Public Infrastructure District**  
**Special Meeting**

**HELD ON DECEMBER 13, 2023, AT THE OFFICE OF SNOW JENSEN & REECE, P.C., 912 W.**  
**1600 S., SUITE B-200, ST. GEORGE, UTAH 84770**  
**AT 2:30 P.M.**

**MEMBERS PRESENT:** Robert “Ted” Wheeler (Zoom); Gregg McArthur (Zoom); Justin Wayment (Zoom); Greg Whitehead (in person).

**ALSO PRESENT:** Thuy Dam, CLA (Zoom); Natasha Asmus and Michael Jensen (Zoom), Snow Jensen & Reece.

**A. Call to Order**

The meeting convened at 2:41pm.

**B. Consent Items**

**1. Approve the minutes of the Board meeting held on November 7, 2023**

Gregg McArthur moves to approve the minutes.

Greg Whitehead seconds the motion.

Ted Wheeler: Aye

Greg Whitehead: Aye

Justin Wayment: Aye

Gregg McArthur: Aye

**2. Payment applications and requisition requests are tabled until the next meeting.**

**C. Public Hearing**

**1. Conduct public hearing and take public comment on the tentative operating and capital budget, adopted on November 7, 2023, which is proposed to be adopted, with amendments, as the final budget for calendar year 2024.**

Greg Whitehead makes a motion to open the meeting to the public.

Ted Wheeler seconds the motion.

Ted Wheeler: Aye

Greg Whitehead: Aye

Justin Wayment: Aye

Gregg McArthur: Aye

No members from the public present on Zoom or in person.

Thuy Dam from CLA explains the budget for 2023 & projected budget for 2024 noting that there will be an adjustment from miscellaneous to the auditing service to reflect the change from \$6,500 to \$8,000. The board address' questions with Thuy Dam.

Gregg McArthur makes a motion to close the public hearing.

Justin Wayment seconds the motion.

Ted Wheeler: Aye

Greg Whitehead: Aye

Justin Wayment: Aye

Gregg McArthur: Aye

#### **D. Action Items**

- 1. Consider adoption of Resolution 2023-06, adopting a Final Budget for calendar year 2024, at the previously adopted 0.004 ad valorem tax rate remaining unchanged from the parameters resolution.**

Justin Wayment makes a motion to adopt Resolution 2023-06 for the final budget and tax rate remaining unchanged.

Ted Wheeler seconds the motion.

Ted Wheeler: Aye

Greg Whitehead: Aye

Justin Wayment: Aye

Gregg McArthur: Aye

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

Justin Wayment makes a motion to renew engagement with CLA as outlined in agreement with board to sign.

Greg Whitehead seconds the motion.

Ted Wheeler: Aye

Greg Whitehead: Aye

Justin Wayment: Aye

Gregg McArthur: Aye

- 3. Consider approval of renewal of engagement for auditing services with HintonBurdick for 2023 audit, not to exceed \$8,000, and authorize the Chair to sign.**

Greg Whitehead makes a motion to renew engagement for auditing service with HintonBurdick not to exceed \$8,000.

Gregg McArthur seconds the motion.

Ted Wheeler: Aye  
Greg Whitehead: Aye  
Justin Wayment: Aye  
Gregg McArthur: Aye

**4. Consider adoption of calendar for Board meetings in 2024.**

**The Board discussed calendar options for 2024 and adopted the meeting schedule to occur in April, July, October, November, and December on the Second Wednesday at 2:30pm.**

Gregg McArthur motions to approve the Second Wednesday at 2:30pm for 2024 meetings.  
Ted Wheeler seconds the motion.

Ted Wheeler: Aye  
Greg Whitehead: Aye  
Justin Wayment: Aye  
Gregg McArthur: Aye

**E. Administrative Non-Action Items**

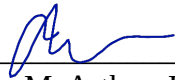
**1. Open and Public Meeting Training for Board members.**

Michael Jensen conducted the training for the board members. Training for 2024 is complete.

**F. Adjourn**

Gregg McArthur moves to adjourn.  
Ted Wheeler seconds the motion.

Ted Wheeler: Aye  
Greg Whitehead: Aye  
Justin Wayment: Aye  
Gregg McArthur: Aye

  
\_\_\_\_\_  
Gregg McArthur, District Clerk

Approval Date: 05/10/2024

SIGNATURE CERTIFICATE



REFERENCE NUMBER  
7EF39C62-4679-4C67-A2EE-DBF91AFD32BE

| TRANSACTION DETAILS                                                                        | DOCUMENT DETAILS                                                                               |
|--------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| <b>Reference Number</b><br>7EF39C62-4679-4C67-A2EE-DBF91AFD32BE                            | <b>Document Name</b><br>SHPID 2023 12 13 DRAFT Minutes                                         |
| <b>Transaction Type</b><br>Signature Request                                               | <b>Filename</b><br>SHPID_2023_12_13_DRAFT_Minutes.docx                                         |
| <b>Sent At</b><br>05/09/2024 11:05 MST                                                     | <b>Pages</b><br>3 pages                                                                        |
| <b>Executed At</b><br>05/10/2024 09:39 MST                                                 | <b>Content Type</b><br>application/vnd.openxmlformats-officedocument.wordprocessingml.document |
| <b>Identity Method</b><br>email                                                            | <b>File Size</b><br>38.4 KB                                                                    |
| <b>Distribution Method</b><br>email                                                        | <b>Original Checksum</b><br>a22f9a0de9c2fa4bca6d4702859e1c83bbd4de1345bcb7f37a194c2a0bc55ae2   |
| <b>Signed Checksum</b><br>8d382638046979e6abf7ecb8419dc617fe801d21c4ee9e3a7f5a98f0d832adda |                                                                                                |
| <b>Signer Sequencing</b><br>Disabled                                                       |                                                                                                |
| <b>Document Passcode</b><br>Disabled                                                       |                                                                                                |

SIGNERS

| SIGNER                                 | E-SIGNATURE                                                                                                          | EVENTS                                                   |
|----------------------------------------|----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <b>Name</b><br>Gregg McArthur          | <b>Status</b><br>signed                                                                                              | <b>Viewed At</b><br>05/10/2024 09:39 MST                 |
| <b>Email</b><br>gregg.mcarthur@msn.com | <b>Multi-factor Digital Fingerprint Checksum</b><br>b0ab2d875e2d758f299df057e8fd525b03794fe145d8f409b1497850446f6f09 | <b>Identity Authenticated At</b><br>05/10/2024 09:39 MST |
| <b>Components</b><br>2                 | <b>IP Address</b><br>208.88.10.120                                                                                   | <b>Signed At</b><br>05/10/2024 09:39 MST                 |
|                                        | <b>Device</b><br>Mobile Safari via iOS                                                                               |                                                          |
|                                        | <b>Drawn Signature</b><br>        |                                                          |
|                                        | <b>Signature Reference ID</b><br>F77F4D7F                                                                            |                                                          |
|                                        | <b>Signature Biometric Count</b><br>1                                                                                |                                                          |

AUDITS

| TIMESTAMP            | AUDIT                                                                                                                                      |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| 05/09/2024 11:05 MST | Jennifer Gowans (jgowans@snowjensen.com) created document 'SHPID_2023_12_13_DRAFT_Minutes.docx' on Chrome via Windows from 208.117.120.90. |
| 05/09/2024 11:05 MST | Gregg McArthur (gregg.mcarthur@msn.com) was emailed a link to sign.                                                                        |
| 05/10/2024 09:19 MST | Gregg McArthur (gregg.mcarthur@msn.com) was emailed a reminder.                                                                            |
| 05/10/2024 09:39 MST | Gregg McArthur (gregg.mcarthur@msn.com) viewed the document on Mobile Safari via iOS from 208.88.10.120.                                   |
| 05/10/2024 09:39 MST | Gregg McArthur (gregg.mcarthur@msn.com) authenticated via email on Mobile Safari via iOS from 208.88.10.120.                               |
| 05/10/2024 09:39 MST | Gregg McArthur (gregg.mcarthur@msn.com) signed the document on Mobile Safari via iOS from 208.88.10.120.                                   |