

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
ZION MOUNTAIN LOCAL SERVICE DISTRICT**

Date: Thursday, June 13, 2024

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

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

Board Members not in attendance: None

Others present: Annie Cozzens, Randall Rodriguez, Matt Cauley, Broc Richardson, and Patty Kubeja.

1. **Call to Order** – Todd called the meeting to order at 5:00 pm.
2. **Approval of Meeting Agenda** – Kevin motioned to approve the meeting agenda; Steve seconded. Kevin voted aye. Todd voted aye. Steve voted aye.
3. **Legislative Action Items**
 - a. None
4. **Administrative Action Items**
 - a. **Review and approve meeting minutes for May 9, 2024.** – Steve motioned to approve meeting minutes for May 9, 2024; Kevin seconded. Steve voted aye. Todd voted aye. Kevin voted aye.
 - b. **Review and approve Desert Edge Agreement for execution.** – Revised the scope from the original agreement due to reducing the square footage of the building which affects electrical and plumbing. The agreement hasn't changed from the original agreement that was approved. The scope and the fee have changed and have been reduced significantly. Kevin motioned to approve the Desert Edge Agreement for \$44,050. Todd seconded the motion. Kevin voted aye. Todd voted aye. Noted that Steve had to step out of the meeting during this and did not vote on this item.
 - c. **Review and approve Sherwood Design Engineers payment letter for execution.** – Letter stating that the District will pay for the engineering work once the bond closing is completed and funds are available. This is a written assurance and acknowledgement of the payment terms. Kevin motioned to approve the letter to be issued to Sherwood. Todd seconded. Kevin voted aye. Todd voted aye. Noted that Steve was still absent during this item and did not vote.
 - d. **Review ZMLSD general operating invoices for approval and payment.** – HintonBurdick presented the list of outstanding invoices for the Board to review. No action was taken to pay any of the outstanding invoices.
 - e. **Review and approve Audit Proposals received for execution.** – HintonBurdick presented the audit proposal from K&C Certified Public Accountants LLC. The audit proposal was the only one submitted in response to the RFP. Steve motioned to approve the proposal from K&C Certified Public Accountants pending 2 positive reference checks. Kevin seconded the motion. Steve voted ay. Kevin voted aye. Todd voted aye.
 - f. **Review and approve Landmark ASA #3 for the WREC corrosivity testing.** – Landmark has been asked to test the corrosivity of the soil for the metal components that will be coming in contact with the ground. This ASA will add \$735.00 to the original contract. Kevin motioned to approve the ASA for the additional \$735.00 for testing. Steve seconded. Kevin voted aye. Steve voted aye. Todd voted aye.
5. **Administrative Non-Action Items –**
 - a. **Discovery Center Monthly Report #8** – CM&D presented a report to update the board members about the status and general overview of the project.

b. WREC Monthly report #7 - CM&D presented a report to update the board members about the status and general overview of the project.

6. **Adjourn** – Kevin motioned to adjourn the meeting at 5:43 pm. Steve seconded, all voted aye. The duration of the meeting lasted 43 min.

Todd McLaws, Chairperson