

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
LOCAL BUILDING AUTHORITY
OF THE 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 absent: None

Others present: Annie Riddle, Randall Rodriguez, Matt Cauley, Candus Tibbitts, Broc Richardson, and Patty Kubeja

1. **Call to order** – Todd called the meeting to order at 5:45 pm. Noted the meeting started 15 min. late due to the prior meeting running longer.
2. **Approval of Meeting Agenda** – Kevin motioned to approve the meeting agenda; Steve seconded. Steve voted aye. Kevin voted aye. Todd voted aye.
3. **Legislative Action Items**
 - a. None
4. **Administrative Action Items**
 - a. **Approval of Meeting minutes from May 9, 2024.** – This item was discussed at the end of the meeting. Kevin motioned to approve the meeting minutes from May 9, 2024. Steve seconded. Kevin voted aye. Steve voted aye. Todd voted aye.
 - b. **Review and approve Landmark’s ASA #2 for Testing and Inspections for Civil Work and NFR Realignment.** – This is for special inspections for the project that relates to civil scope of work including North Fork Road. It’s a third party verifying the work that Hi-Road is completing is adequate and meets the specs and there are no concerns. This is in addition to the county inspection and is additional inspection that protects the District. The ASA amount is for an additional \$83,047 Not to Exceed and could possibly be for less than the amount. The project managers are going to try and stack items with each trip that the vendor needs to take to the site to reduce this amount as much as possible. Kevin motioned to approve the Landmark ASA #2 in the amount of \$83,047. Steve seconded the motion. Kevin voted aye. Steve voted aye. Todd voted aye.
 - c. **Review and approve Place Collaborative ASA #4 for mechanical redesign.** – This is for work regarding the redesign of the mechanical system and how it impacts the electrical design. The electrical work also ties into the interior design. The ASA is covering these additional items for mechanical, electrical and interior design. Kevin motioned to approve the Place Collaborative ASA #4 for \$51,500 Not to Exceed. Steve seconded the motion. Kevin voted aye. Steve voted aye. Todd voted aye.
 - d. **Review and approve the Discovery Center funding request invoices to be included in the CIB Disbursement request #14.** – This is for the funding request for services provided in May. There is included an invoice to Hi-Road that was submitted late, and CM&D does not recommend approving the funding until the work can be verified. Kevin motioned to approve the

funding request in the amount of \$309,191.96, with the payment to Hi-Road in the amount of \$102,237.50 to be withheld until CM&D can verify the work has been completed. Steve seconded the motion. Kevin voted aye. Steve voted aye. Todd voted aye.

- e. **Mercer's additional insured on the Workers Compensation Insurance review and approval.** – Mercer's policy does not allow for an additional insured to be added to the policy. CM&D is asking the Board if this would be acceptable or okay to not have an additional insured listed. Kevin would like to get a second opinion from an insurance industry representative to get their opinion on whether this is acceptable. Kevin motioned to table this item for further review. Steve seconded. Kevin voted aye. Steve voted aye. Todd voted aye.

5. Administrative Non-Action Items

- a. None

- 6. **Adjourn** - Kevin motioned to adjourn the meeting at 6:11 pm. Steve seconded. Kevin voted aye, Steve voted aye. Todd voted aye. The duration of the meeting was 26 min.

Todd McLaws, Chairperson