

**ECHO CANYON PRELIMINARY MUNICIPALITY
BOARD MEETING MINUTES
June 12, 2025, at 12:00 P.M.**

Call to Order

Meeting was called to order at 12:00 p.m.

Present in the meeting were Craig Weston, Trent Arnold, Thomas Gottlieb, Jonathan Hoffman, and Jay Springer, District legal counsel.

AGENDA

Welcome and call meeting to order

Craig Weston convened the meeting and announced Trustees' presence.

Accept and Ratify the appointment of the following: Craig Weston, Board Member and Chair, Thomas Gottlieb, Board Member, Trent Arnold, Board Member, Jonathan Hoffman, Board Member

Mr. Weston formally accepted and ratified the appointment of Mr. Weston, Mr. Gottlieb, Mr. Arnold, and Mr. Hoffman.

Administer Oath of Office to Board Members

Mr. Weston noted that the Oaths of Office had already been administered to all board members. Mr. Weston, Mr. Gottlieb, Mr. Arnold, and Mr. Hoffman confirmed that they have all submitted their notarized oaths to the Board.

Engage and appoint Municipal Counsel

Mr. Weston motioned, Mr. Arnold, unanimous decision.

Engage and appoint Municipal Engineer

Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Designate and appoint Municipal Clerk & Recorder

Advice and consent item. Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Open and Public Meeting Act Training

Mr. Springer presented, no action needed by the Board.

Conflict of Interest Disclosure Statement of Board Members (individual actions)

Mr. Springer presented, no action needed by the Board.

Board Member Reports (and others as invited by the Chair)

Mr. Springer presented, no action needed by the Board.

Designate and appoint Municipal Treasurer

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Authorize administrative tasks to be completed by Municipal Treasurer, including opening bank accounts and preparing policies and procedures as appropriate for Echo Canyon

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Adopt Annual Meeting Schedule for Board

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Adopt Procurement Policy

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Adopt Records and Communications Policy

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Hoffman seconded, unanimous decision.

Adopt Rules of Order and Procedure for Planning Commission and Municipality Board Meetings

Mr. Springer presented and moved Ordinance No. 2025-O-01 to establish the Planning Commission prior to adopting rules that affect it, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Call for 2nd vote for naming and individuals on planning commission: Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

3rd vote for adopting rules of order: Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Adopt Electronic Meetings Policy for Planning Commission and Municipality Board

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Authorize Chair to execute documents consistent with or required by Board actions or documented in the Petition for Incorporation, including acceptance and finalization of Cash Deposit Agreement

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Authorize insurance coverage negotiation and approval

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Authorize administrative funding and reimbursement agreement between Echo Canyon and initial landowners

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Hoffman seconded, unanimous decision.

Invite Grand County to appoint a Board Member pursuant to Utah Code § 10-2a-509(1)(a)

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Ordinance No. 2025-O-1: Establishing the Echo Canyon Planning Commission including appointment of initial Planning Commission Members

Note: Action taken out of order, above.

Ordinance No. 2025-O-2: Administrative Code

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Ordinance No. 2025-O-3: Health and Safety Code

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Direct Planning Commission to create a General Plan for Echo Canyon

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Direct Planning Commission to create, hold public hearing(s), and make recommendations on land use regulations, including, without limitation: (i) Building Code; (ii) Fire Protection Code; (iii) Excavation and Grading Code; (iv) Subdivision Ordinance; (v) Land Use Code

Mr. Springer presented, Mr. Gottlieb motioned, Mr. Arnold seconded, unanimous decision.

Potential closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, the sale or purchase of real property, and/or other matters as permitted by Utah Code §§ 52-4-204 through 205 (if needed, motion and majority vote required to proceed)

No action needed.

Adjourn

Mr. Gottlieb made a motion to adjourn. Mr. Arnold seconded the motion. Motion passed. Meeting adjourned.