

**MINUTES  
HIGHLANDS PUBLIC INFRASTRUCTURE DISTRICT NOS. 1-3  
COMBINED SPECIAL MEETING**

**NOTICE IS HEREBY GIVEN THAT THE BOARD OF TRUSTEES OF HIGHLANDS PUBLIC  
INFRASTRUCTURE DISTRICT NOS. 1-3 HELD A SPECIAL MEETING ON  
TUESDAY, SEPTEMBER 23, 2025 AT YORK HOWELL, 10610 SOUTH JORDAN  
GATEWAY, SUITE 200, SOUTH JORDAN, UTAH 84095**

**AT 10:00am**

**A. Call to Order**

M. Thomas Jolley called to order the combined special meeting of Highlands Public Infrastructure District Nos. 1-3 at 10:00am on Tuesday, September 23, 2025 at York Howell, 10610 South Jordan Gateway, Suite 200, South Jordan, Utah 84095.

The combined special meeting convened at 10:03am.

**B. Roll Call**

M. Thomas Jolley conducted a roll call. The following individuals were present:

Members Present:

- Jayson Haskell – Trustee (in-person)
- Guy Haskell – Trustee (via Zoom)
- Steve Griffith – Trustee (in-person)

Also Present:

- M. Thomas Jolley – District Counsel (in-person)
- Ashley Tedesco – District Counsel Paralegal (in-person)
- Shelby Clymer – District Accountant (via Zoom)
- Sam Elder – Underwriter (via Zoom)
- Mary Barnes – Bond Counsel Paralegal (via Zoom)
- Diane Rowberry – Observer (via Zoom)

**C. Preliminary Action Items**

1. Consider combined board meeting for Highlands Public Infrastructure District Nos. 1-3
  - a. Jayson Haskell moves for a combined board meeting for Highlands Public Infrastructure District Nos. 1-3.
  - b. Steve Griffith seconds the motion for a combined board meeting for Highlands Public Infrastructure District Nos. 1-3.

- c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
- d. The motion passes unanimously.

2. Oaths of Office

- a. Jayson Haskell recites and signs his Oath of Office.
- b. Guy Haskell recites and signs his Oath of Office.
- c. Diane Rowberry recites and signs her Oath of Office.
- d. Steve Griffith recites and signs his Oath of Office.

3. Election of District Chair

- a. Steve Griffith moves to elect Jayson Haskell as District Chair.
- b. Guy Haskell seconds the motion to elect Jayson Haskell as District Chair.
- c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
- d. The motion passes unanimously.

4. Election of District Treasurer/Vice Chair

- a. Jayson Haskell moves to elect Guy Haskell as District Treasurer/Vice Chair.
- b. Steve Griffith seconds the motion to elect Guy Haskell as District Treasurer/Vice Chair.
- c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
- d. The motion passes unanimously.

5. Election of District Clerk/Secretary

- a. Steve Griffith moves to elect Diane Rowberry as District Clerk/Secretary.
- b. Jayson Haskell seconds the motion to elect Diane Rowberry as District Clerk/Secretary.
- c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
- d. The motion passes unanimously.
- e. Guy Haskell moves to elect Steve Griffith as Assistant District Clerk/Secretary.
- f. Jayson Haskell seconds the motion to elect Steve Griffith as Assistant District Clerk/Secretary.
- g. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
- h. The motion passes unanimously.

6. Discussion of Trustees' Conflict of Interest Disclosure Forms and Ethical Behavior Pledge Forms

- a. Jayson Haskell reviews, completes, and signs his Conflict of Interest Disclosure Form and Ethical Behavior Pledge Form.
- b. Guy Haskell reviews, completes, and signs his Conflict of Interest Disclosure Form and Ethical Behavior Pledge Form.

- c. Diane Rowberry reviews, completes, and signs her Conflict of Interest Disclosure Form and Ethical Behavior Pledge Form.
- d. Steve Griffith reviews, completes, and signs his Conflict of Interest Disclosure Form and Ethical Behavior Pledge Form.

**D. Action Items**

1. Consider approval and ratification of the Governing Document, Final Local Entity Plat, and all actions taken by the Board of Trustees to consummate the creation of the Districts.
  - a. Steve Griffith moves to approve and ratify the Governing Document, Final Local Entity Plat, and all actions taken by the Board of Trustees to consummate the creation of the Districts.
  - b. Jayson Haskell seconds the motion to approve and ratify the Governing Document, Final Local Entity Plat, and all actions taken by the Board of Trustees to consummate the creation of the Districts.
  - c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
  - d. The motion passes unanimously.
2. Consider approval of Resolution 2025-01: A resolution adopting rules of order.
  - a. Jayson Haskell moves to approve Resolution 2025-01.
  - b. Steve Griffith seconds the motion to approve Resolution 2025-01.
  - c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
  - d. The motion passes unanimously.
3. Consider approval of Resolution 2025-02: A resolution implementing an electronic meetings policy.
  - a. Guy Haskell moves to approve Resolution 2025-02.
  - b. Steve Griffith seconds the motion to approve Resolution 2025-02.
  - c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
  - d. The motion passes unanimously.
4. Consider approval of Resolution 2025-03: A resolution adopting District bylaws, including ethics and fraud prevention policies.
  - a. Steve Griffith moves to approve Resolution 2025-03.
  - b. Jayson Haskell seconds the motion to approve Resolution 2025-03.
  - c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
  - d. The motion passes unanimously.
5. Consider approval of Resolution 2025-04: A resolution implementing a District records policy.

- a. Jayson Haskell moves to approve Resolution 2025-04.
  - b. Steve Griffith seconds the motion to approve Resolution 2025-04.
  - c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
  - d. The motion passes unanimously.
6. Consider authorizing the District Chair to (a) obtain a general liability policy proposal from Utah Local Governments Trust or such other insurance provider, (b) accept any policy proposal for aggregate coverage of a minimum of \$5 million with an annual premium not to exceed \$3,500; and (c) to adjust the policy period as needed to coordinate with pending bond issuance.
- a. Guy Haskell moves to authorize the District Chair to obtain a general liability policy proposal from Utah Local Governments Trust or such other insurance provider, accept any policy proposal for aggregate coverage of a minimum of \$5 million with an annual premium not to exceed \$3,500, and to adjust the policy period as needed to coordinate with pending bond issuance.
  - b. Jayson Haskell seconds the motion to authorize the District Chair to obtain a general liability policy proposal from Utah Local Governments Trust or such other insurance provider, accept any policy proposal for aggregate coverage of a minimum of \$5 million with an annual premium not to exceed \$3,500, and to adjust the policy period as needed to coordinate with pending bond issuance.
  - c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
  - d. The motion passes unanimously.
7. Consider authorizing the District Chair to (a) obtain a crime insurance policy proposal for the Districts' officers from Utah Local Governments Trust or such other insurance provider in the coverage amounts required by Utah law, (b) authorizing the payment of premiums for the same; and (c) to adjust the policy period as needed to coordinate with pending bond issuance.
- a. Steve Griffith moves to authorize the District Chair to obtain a crime insurance policy proposal for the Districts' officers from Utah Local Governments Trust or such other insurance provider in the coverage amounts required by Utah law, authorizes the payment of premiums for the same, and to adjust the policy period as needed to coordinate with pending bond issuance.
  - b. Guy Haskell seconds the motion to authorize the District Chair to obtain a crime insurance policy proposal for the Districts' officers from Utah Local Governments Trust or such other insurance provider in the coverage amounts required by Utah law, authorizes the payment of premiums for the same, and to adjust the policy period as needed to coordinate with pending bond issuance.

- c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
  - d. The motion passes unanimously.
- 8. Consider approval of a tentative board meeting calendar for the remaining calendar year of 2025.
  - a. Jayson Haskell moves to approve the tentative board meeting calendar for the remaining calendar year of 2025.
  - b. Steve Griffith seconds the motion to approve the tentative board meeting calendar for the remaining calendar year of 2025.
  - c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
  - d. The motion passes unanimously.
- 9. Consider approval and ratification of the Notice of PID filed with the Tooele County Recorder's Office in compliance with the Governing Document.
  - a. Steve Griffith moves to approve and ratify the Notice of PID filed with the Tooele County Recorder's Office in compliance with the Governing Document.
  - b. Jayson Haskell seconds the motion to approve and ratify the Notice of PID filed with the Tooele County Recorder's Office in compliance with the Governing Document.
  - c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
  - d. The motion passes unanimously.
- 10. Consider approval of an engagement agreement for legal services between the Districts and York Howell, and authorizing the District Chair to sign.
  - a. Guy Haskell moves to approve the engagement agreement for legal services between the Districts and York Howell, and authorizes the District Chair to sign.
  - b. Jayson Haskell seconds the motion to approve the engagement agreement for legal services between the Districts and York Howell, and authorizes the District Chair to sign.
  - c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
  - d. The motion passes unanimously.
- 11. Consider approval of the Special Districts Preparation Statement of Work and the Special Districts Master Services Agreement between the Districts and Clifton Larson Allen LLP, and authorizing the District Chair to sign.
  - a. Guy Haskell moves to approve the Special Districts Preparation Statement of Work and the Special Districts Master Services Agreement between the Districts and Clifton Larson Allen LLP, and authorizes the District Chair to sign.

- b. Jayson Haskell seconds the motion to approve the Special Districts Preparation Statement of Work and the Special Districts Master Services Agreement between the Districts and Clifton Larson Allen LLP, and authorizes the District Chair to sign.
  - c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
  - d. The motion passes unanimously.
- 12. Consider adoption of the tentative operating and capital budgets for calendar year 2025 and calendar year 2026 and set a public hearing to take public comment on the same.
  - a. Guy Haskell moves to adopt the tentative operating and capital budgets for calendar year 2025 and calendar year 2026 and set a public hearing to take public comment on the same.
  - b. Jayson Haskell seconds the motion to adopt the tentative operating and capital budgets for calendar year 2025 and calendar year 2026 and set a public hearing to take public comment on the same.
  - c. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
  - d. The motion passes unanimously.

**E. Administrative Non-Action Items**

- 1. Board Training – Open and Public Meetings Act
- 2. Training required by state auditor for new board members:  
<https://training.auditor.utah.gov>
  - a. Jayson Haskell intends on completing his training before the next special meeting.
  - b. Guy Haskell intends on completing his training before the next special meeting.
  - c. Diane Rowberry intends on completing her training before the next special meeting.
  - d. Steve Griffith intends on completing his training before the next special meeting.

**F. Adjourn**

- 1. Steve Griffith moves to adjourn the meeting.
- 2. Jayson Haskell seconds the motion to adjourn the meeting.
- 3. Jayson Haskell: Aye / Guy Haskell: Aye / Steve Griffith: Aye
- 4. Meeting adjourned at 10:57am.

Signed:

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Diane Rowberry, District Clerk/Secretary

Date:

September 23, 2025