

TV PUBLIC INFRASTRUCTURE DISTRICT BOARD OF TRUSTEES PUBLIC MEETING AGENDA

The TV (Tooele Valley) Infrastructure District Board of Trustees (“**Board**”) will meet in public session to hold its Board Meeting as follows:

Date and time: September 11, 2026, at 12:00 PM (or as soon as practicable thereafter)

Format: In person with invited electronic participation

Physical Location: Onsite Construction Structure, 5864 Higley Lane
Grantsville, UT 84029 (Tooele County)

The public is welcome to attend the Board Meeting. Board members and invited participants may participate electronically. Please contact Jay Springer at (801) 762-6377 or jay@meridianland.law with any questions regarding public participation in the meeting. The Agenda includes the following items, any of which may be acted on, discussion only, or deferred to a later date:

- 1) Welcome and call meeting to order.
- 2) Approval of Minutes:
 - a) June 25, 2026
- 3) Public Hearings
 - a) None.
- 4) Discussion/Action Items
 - a) Policy Resolution:
 - i) Procurement Policy
 - ii) GRAMA Policy
- 5) Board Member Reports (and others as invited by the Chair)
- 6) 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).
- 7) Adjournment

TV PUBLIC INFRASTRUCTURE DISTRICT BOARD MEETING MINUTES

June 25, 2026 at 3:00 pm

Call to Order

Meeting was called to order at 3:00 pm.

The meeting was held in person with invited electronic participation.

Physical location was at: Onsite Construction Structure, 5864 Higley Lane, Grantsville, UT 84029 (Tooele County)

Present in the meeting were:

Charles Akerlow, Chair

Matt Smock, Board Member

Mark Horne, Board Member

Jay Springer, District Counsel

AGENDA

Welcome and call meeting to order; quorum.

Approval of Minutes from Prior Meeting:

o. Minutes of Meeting held on June 9, 2026:

- Motion by: Board Member Smock to approve the minutes of the June 9, 2026 meeting.
- Seconded by: Board Member Horne.
- Result: Passed Unanimously.
- Notable discussion: The Board confirmed that the prior meeting was held on June 9, 2026, and that the June 4 date shown on the agenda was a typographical error.
- Related documents: Approved minutes.

Public Hearings:

a. Budget Hearing: FY 2026 Amendment.

b. Budget Hearing: FY 2027 Tentative to Final.

Jay Springer explained that the hearings would be conducted together, with three minutes allowed for each public comment, and noted a written request for electronic participation. He explained the statutory requirement for an onsite meeting location. Board Member Horne reviewed the amended FY 2026 and proposed final FY 2027 budgets, including

updated bond proceeds and land-improvement expenditures and planned road, utility, power, gas, water, and water-treatment work. Chair Akerlow opened the public hearings. Allison Barton commented on water availability and quality, the Great Salt Lake, and environmental impacts. Camille Burke commented on potential water, wildlife, light, noise, and pollution impacts of a proposed data center and asked the District not to fund the project. No additional comments were received, and Chair Akerlow closed the public hearings. Related documents included the FY 2026 amended budget and FY 2027 final budget.

Discussion/Action Items:

- a. Budget Resolution: Final Amended FY 2026 Budget and Final FY 2027 Budget.
 - Motion by: Board Member Smock to adopt TV Public Infrastructure District Resolution No. 3, approving the final amended budget for the fiscal year ending June 30, 2026, and the final budget for the fiscal year ending June 30, 2027, as presented in the meeting packet.
 - Seconded by: Board Member Horne.
 - Result: Passed Unanimously.
 - Notable discussion: The Board reviewed Resolution No. 3 and the budgets presented during the public hearings. The resolution adopts the final amended FY 2026 budget and final FY 2027 budget and authorizes the necessary filings, postings, and related actions.
 - Related documents: Resolution No. 3; FY 2026 final amended budget; FY 2027 final budget.

Board Member Reports (and others as invited by the Chair). There were none.

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)

There was no closed session.

Adjournment

- Motion by: Board Member Horne to adjourn the meeting.
- Seconded by: Board Member Smock.
- Result: Passed Unanimously.
- Notable discussion: None.
- Related documents: None.

TV Public Infrastructure District Board of Trustees

RESOLUTION NO. 2026-4

September 11, 2026

A RESOLUTION ADOPTING PROCUREMENT POLICY AND GRAMA POLICY.

WHEREAS, the TV Public Infrastructure District (the “**District**”) is a political subdivision of the State of Utah, duly organized and existing under the laws of the State of Utah; and

WHEREAS, a Procurement Policy has been presented to the Board for review and adoption; and

WHEREAS, a GRAMA Policy has been presented to the Board for review and adoption; and

WHEREAS, the Board finds that adoption of the policies is in the best interests of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the TV Public Infrastructure District, as follows:

1. Adoption of Procurement Policy. The Board hereby adopts the Procurement Policy in substantially the form attached hereto as **Exhibit A**.
2. Adoption of GRAMA Policy. The Board hereby adopts the GRAMA Policy in substantially the form attached hereto as **Exhibit B**.
3. Authorization for Corrections and Implementation. The Chair, District Clerk/Secretary, District Counsel, and other District representatives are authorized to make any non-substantive corrections and conforming changes to the policies and to take all actions necessary to implement the policies.
4. Posting and Maintenance. The District's officers and consultants are authorized to maintain, post, distribute, and apply the policies as required or appropriate under applicable law.
5. Effective Date. This Resolution is effective upon adoption.

PASSED, APPROVED, and MADE EFFECTIVE this: September 11, 2026.

TV PUBLIC INFRASTRUCTURE
DISTRICT

By: _____
Charles W. Akerlow, Chair

ATTEST

Clerk/Secretary

VOTING:

Charles W. Akerlow, Chair of the Board voting _____

Mark Horne, Trustee voting _____
Matt Smock, Trustee voting _____

EXHIBIT A

Purchasing and Procurement Policy

TV Public Infrastructure District Purchasing and Procurement Policy

POLICY STATEMENT

As a special district and body politic of the State of Utah, TV Public Infrastructure District (the **“District”**) may adopt its own purchasing and procurement policy. This Purchasing and Procurement Policy (the **“Procurement Policy”**) of the District establishes the policies, procedures and standards for the Purchase of Goods and Services, as each of those terms are defined herein. This Purchasing Policy ensures that the District obtains Goods and Services efficiently, economically, and fairly, and in compliance powers, goals and mission of the District and any applicable state and federal regulations. In addition, District is committed to fair and equal opportunity with integrity and openness that results in the best interests for the District.

DEFINITIONS

- a. **“District”** means TV Public Infrastructure District.
- b. **“District Board”** means the governing body of the District.
- c. **“Bid”** unless otherwise specified, a Bid means all forms of solicitation, including, but not limited to, Requests for Proposals, Requests for Qualifications and written quotes.
- d. **“Competitive Sealed Bidding”** means the process in which Vendors are invited to submit formal sealed Bids to provide a designated Good or Service, or to complete a designed project in accordance with specifications provided by the District.
- e. **“Contract”** means all District written agreements for a Service.
- f. **“Emergency Procurement”** means a situation or condition which creates a threat to the public health, welfare or safety, such as may arise by reason of force majeure, including, but not limited to: natural disasters, flood, epidemic, hurricane, tornado, riot, terrorism, equipment failures, or such other reason that may cause imminent harm to the health, safety or welfare of the District’s communities within its service area(s), which may be declared by the District Board and certified by the District Chair of the Board and, to remedy the emergency, a Purchase cannot be made through the standard Purchasing Policy and procedure set forth herein.
- g. **“Goods”** means any and all goods, including but not limited to, materials, products, items, supplies, commodities and equipment.
- h. **“Professional Services”** means labor, effort, or any kind of work that requires an elevated degree of specialized knowledge and discretion, including, but not limited to: (i) accounting; (ii) architecture; (iii) construction design and management; (iv) engineering; (v) financial Services; (vi) information technology; (vii) artistic endeavors; (viii) law; (ix) medicine; (x) psychiatry; and (xi) underwriting.
- i. **“Purchase”** or **“Purchasing”** means all direct or indirect Purchases, procurements, or Contracts for Goods and/or Services. This function identifies and recognizes the need to prudently acquire the best quality Goods and Services. For purposes of this Purchasing

Policy, the terms “Purchase” or “Purchasing” shall be interchangeable with “Procurement” and shall also include all phases of Contract administration, including but not limited to: (i) description of requirements; (ii) solicitation and selection of Bids and/or price quotes; (iii) preparation and award of Contracts; and (iv) Contract management and completion processes.

- j. **“Purchase Order”** means a form used to procure Goods or Services on behalf of the District in lieu of cash or check. It is issued to Vendors who provide Goods or Services for the District. The Purchase Order form is used to encumber funds on deposits and is used as a fiscal tool to monitor expenses. When used, a Purchase Order is an District obligation to make payment to a Vendor.
- k. **“Purchasing Agent”** means an authorized agent of the District that oversees the District’s Purchasing on or behalf of the District.
- l. **“Services”** means personal and/or Professional Services.
- m. **“Vendor”** means, as applicable, all contractors, developers, suppliers, consultants, Vendors, organizations, firms, companies (whether for profit or nonprofit) and/or individuals who seek or obtain a Contract to provide or Purchase Goods or Services for or on or behalf of the District.

POLICIES AND PROCEDURES

TABLE OF CONTENTS

- A. Authority to Purchase
- B. Purchasing Agent
- C. Prior Authorization
- D. Purchasing Procedure
- E. Sole Source Procurement
- F. Open Charge Accounts
- G. Emergency Purchases
- H. Acceptance of Lowest Bid
- I. Non-Compliance
- J. General Prohibitions
- K. Exemptions
- L. Acquisition and Disposal of Real of Personal Property

A. Authority to Purchase

The District Board shall approve a budget for expenditures of the District. No individual may make Purchases on behalf of the District unless they have been duly authorized by the District Board or designated as a Purchasing Agent.

B. Purchasing Agent

The District Board may authorize a Purchasing Agent to make routine Purchases for items such as payments approved by contract by the Board, if the checks are prepared in accordance with a schedule approved by the Board, and routine expenditures, such as utility bills, legal and similar related fees, supplies and materials. All expenditures made by the Purchasing Agent will be reviewed and approved by the District Board subsequent to the Purchase.

C. Prior Authorization

Prior authorization by the District Board is required for all Purchases that exceed \$2,500 and for all Purchases not considered routine as noted above. Prior authorization may be given one time for recurring expenses. Prior authorization for a Purchase or expenditure may be given by the written or email approval of the majority of the District Board.

D. Purchasing Procedure

Purchases up to \$2,500 - The Purchasing Agent may select the best source without seeking competitive quotes.

Purchases from \$2,500 to \$20,000 (one time or annually) - Obtain price quotes from at least two Vendors. Price quotes must be obtained by phone, fax, or letter from a representative of an established, viable Vendor and documented on a quote sheet. Written documentation directly from the vendor, including email, is preferred.

Purchases greater than \$20,000 - Purchases greater than \$20,000 (one time or annually) are subject to Competitive Sealed Bidding. The Purchasing Agent may contact potential Vendors seeking requests for proposals; however, a request for proposals will also be publicly advertised in at least one newspaper of general circulation in the area.

A more restrictive Purchasing Process may be used if deemed appropriate by the Board in a given situation.

All Purchases must be documented using Purchase Orders.

E. Sole Source Procurement

If at least two quotes are required and cannot be obtained, the Purchase is considered a sole-source Purchase. Sole-source Procurement require prior District Board approval and if the Service is on-going, the Service must be re-approved by the District Board annually.

F. Open Charge Accounts

All open charge accounts must be re-approved by the District Board annually.

G. Emergency Purchases

An emergency condition is a situation which creates a threat to public health, welfare, or safety such as may arise by reason of floods, epidemics, riots, equipment failures, or such other reason as may be determined by the District Board. The existence of such condition creates an immediate and serious need for supplies, Services, or construction that cannot be met through normal procurement methods.

Emergency Procurement shall be limited to only those supplies, Services or construction items necessary to meet the emergency.

When an emergency arises, the Purchasing Agent should seek competitive procurement as practical; however, competitive procurement procedures may be omitted. The person responsible for making an Emergency Procurement shall make a written determination stating the basis for an Emergency Procurement and for the selection of the particular supplier.

H. Acceptance of Lowest Bid

For routine Purchases of goods, award must be made to the Vendor submitting the lowest quote meeting the minimum reasonable specifications and delivery date.

I. Noncompliance

Individuals who do not comply with provisions of this Policy will be subject to withdrawal of the authority to make Purchases, and other disciplinary actions the District Board may deem appropriate.

J. General Prohibitions

In addition to the policies and procedures set forth in this Purchasing Policy, the following actions shall be expressly prohibited:

- (i) Entering into a Contract with a Vendor that has been disbarred or suspended by the Federal Government;
- (ii) Splitting Purchases into smaller units to circumvent the policies and procedures set forth herein;
- (iii) Using unsigned Purchase Orders;
- (iv) Using a Purchase Order or credit account maintained for District business to Purchase supplies, materials or Services for personal use;
- (v) Exchanging Goods or Services with any Vendor that is contracting or otherwise conducting business with the District; and

K. Exemptions

The District finds that it is not efficient or economical, nor is it in the District's best interest, to require a bidding process for certain categories of Services that fall within the District's Budget. These Services are exempt from any bidding requirements, but will be conducted in accordance with other requirements and principles of this Policy. Contracts for these Services will still be approved by the Board. Exempt Services include:

- (i) Legal Services;
- (ii) Engineering Services (not otherwise expressly prohibited by Utah Code);
- (iii) Financial Services;
- (iv) other Professional Services; and
- (v) Advisory Services.

L. Acquisition and Disposal of Real of Personal Property

The acquisition of real or personal property, including purchase, sale, rental, lease, or gift, by the District under the powers granted it by Utah Code is not governed by this Policy.

EXHIBIT B

Records and Communication Policy

TV Public Infrastructure District RECORDS AND COMMUNICATION POLICY

I. PURPOSE

The Government Records Access and Management Act and the Public Records Management Act impose obligations to retain and dispose records. The TV Public Infrastructure District (“District”) shall comply with all applicable State and federal laws, rules, and regulations governing public records.

II. TRAINING

All new staff hired or appointed officers will receive a brief records management training to ensure that clear expectations are set before commencing regularly assigned duties.

III. RECORD STORAGE

All records, where able, should be created and maintained in an electronic format that can be easily convertible to keep with industry standards. The electronic record shall serve as the designated record copy unless otherwise indicated by the Clerk/Recorder. If records need to be preserved in hardcopy form, they should also be converted and saved electronically, if possible, for easier reference. Hard copy inactive records removed from active file space shall be stored in the storage room designated by the District until their retention period has been met or transferred to the Utah State Records Center. The inactive files will be stored in an appropriate drawer in type-labeled folders or a records box with the contents and retention schedule clearly identified on the exterior as well as an inventory of the contents on the inside of the box. Records with permanent retention periods may be transferred to the Utah State Archives once deemed unnecessary by the Clerk/Recorder to be stored by the District.

IV. GRAMA REQUESTS

GRAMA is the Act that governs the disclosure of certain records. The GRAMA Request form attached hereto is available to the public. If there is a request for information that does not involve a record or that is publicly available, it does not need to go through the GRAMA process. Likewise, if the record does not exist, the District does not have to create one. The District may charge fees consistent with this Policy. Any time a record is requested, the process for the request will be in accordance with GRAMA as follows:

1. A request for records must be in writing (GRAMA Request Form) and contain a description of the record requested that identifies the record with reasonable specificity. If the GRAMA Request Form is missing information, it is not a valid request.
2. A request may be accepted by any staff member of the Municipality and shall be immediately given to the Clerk/Recorder for processing.

3. The Municipality has 10 business days (regular request) or 5 business days (expedited request) to respond to the request. This time starts when the request is accepted by the Clerk/Recorder or staff member, and subject to the fees provisions below.

4. The Clerk/Recorder will track the request and send it to the relevant department for retrieval.

5. The Clerk/Recorder will then classify the received record(s) as public, protected, private, or controlled and redact private information. If the record may not be redacted, then the request may be denied per State law.

6. If the request must be denied, the Clerk/Recorder shall provide a notice of denial, including a description of the record or portion of record to which access is denied, citation to the Utah statute allowing the denial, and a description of the process to appeal the denial.

7. The Clerk/Recorder's Office will respond to the requestor in accordance with GRAMA before the required deadline. Responses to requests may be approvals, approvals in part, or denials.

V. RECORDS RETENTION AND DESTRUCTION

All records will follow the General Retention Schedule (GRS) governed by the Utah Division of Archives and Records Service. Retention shall be based on the content of the record and its value to the District, not on its format or storage medium. Each department shall also assist the Clerk/Recorder with the destruction of records. Records whose retention period has been met shall be destroyed unless the record is necessary for litigation purposes. The records to be destroyed shall be logged with the Clerk/Recorder before destruction occurs. The destruction log shall include a list of records destroyed including the type of record and relevant date, the retention schedule reference, the date of destruction, and the authorization of the Clerk/Recorder. The destruction logs shall be retained by the Clerk/Recorder.

VI. TV PID BUSINESS AND INTERNAL COMMUNICATIONS

All written communications concerning official District business shall be conducted using designated and specified email addresses assigned to appointed officials, staff, and relevant parties. These email addresses serve as the official channels for transmitting and receiving information related to District operations and actions.

This policy applies to all substantive communications, including but not limited to meeting notices and packets, supporting materials, draft and final minutes, correspondence related to policy discussions, and other items necessary for the effective conduct of District business. Communications sent to or from any other address are presumed to not constitute official notice or record.

The list of designated email addresses may be updated from time to time by written notice submitted to the District Clerk/Recorder. It is the responsibility of each official or staff member to ensure their contact information is current and accurate in accordance with this policy.

VII. FEES FOR RECORDS REQUESTS

1. **Authorization and Calculation of Fees.** In accordance with Utah's Government Records Access and Management Act ("GRAMA"), Utah Code § 63G-2-203, the District may charge a reasonable fee to cover its actual costs for providing a record.

- A. **Staff Time.** No charge will be assessed for the first 15 minutes of staff time required to search for, retrieve, and prepare a record for inspection or copying. For requests requiring staff time in excess of 15 minutes, the District shall charge a fee based on the hourly salary of the lowest-paid person employed or contracted with the District who, in the reasonable discretion of the District, possesses the necessary skill and training to fulfill the request.
- B. **Other Costs.** The fee may also include the actual cost of compiling a record in a new format, a charge for media or paper on which the record is provided, and any other direct costs associated with fulfilling the request.

2. **Cost Estimate and Deposit.** If the District estimates that the total fees for processing a request will exceed one hundred dollars (\$100.00), it may require the requestor to pay a deposit before beginning to process the request. The deposit shall be a reasonable percentage of the estimated total fee. The cost estimate is a good-faith approximation, and the final fee may be adjusted based on the actual time and costs incurred.

3. **Agreement and Prepayment.** The District will provide the requestor with a written estimate of the fees. Review, retrieval, and compilation of the requested records will not commence until:

- A. The requestor agrees in writing to pay the fees as estimated; and
- B. The District has received payment for any deposit required under this section.

4. **Payment of Balance.** The requestor must pay any outstanding balance before the District will release the requested records or copies. If the actual costs incurred are less than the amount paid by the requestor, the District will refund any overpayment. The District may require an additional payment or installment if the costs to fulfill the request exceed the initial estimate and deposit.