



UTAH INLAND PORT AUTHORITY

Utah Inland Port Authority Board

AGENDA

Monday, February 27, 2023

Utah State Capitol, House Building, Rm 20

Join Virtually: https://us02web.zoom.us/webinar/register/WN_gfSFY9dKTxe5gD1I8QIEGQ

1. **Welcome** **Procedural**
Miles Hansen, Board Chair

2. **Oath of Office - New Board Member** **Action**
Ryan Starks
Oath administered by Carol Watson, Notary

3. **Election of Board Vice Chair** **Action**
Miles Hansen, Board Chair

4. **Approval of Minutes – December 14, 2022 & January 12, 2023** **Action**
Miles Hansen, Board Chair

5. **Executive Director Report** **Information**
Ben Hart, Executive Director
 - Rail and Logistics RFP
 - Community Action Council Update
 - New Communications Firm
 - Organization Updates
 - Other items

6. **Northwest Quadrant Sustainability Action Study Presentation** **Action**
Simona Smith, Environmental Engineer
UIPA framework to recommend sustainability strategies that facilitate development of the jurisdictional area in a green, resilient, and equitable manner

7. **Policy Presentations** **Action**
Amy Brown Coffin, Chief Compliance Officer
 - BP-04 - Project Area & Property Tax Differential**
Policy to ensure statutory compliance in project area creation and tax differential use
 - BP-10 - Records Retention**
Policy on record management, preservation, sharing, and disposal
 - BP-11 - Personnel**
Policy on responsibilities and obligations of employment with UIPA

BP-12 - Segregation of Duties

Policy on dispersal of critical processes and transactions to prevent fraud and error

BP-13 - Authority Infrastructure Bank (AIB)

Policy governing the AIB for investment in infrastructure projects

Note: Due to potential legislative action with S.B. 241 that could impact policies BP-04 and BP-13, these policies will be presented and discussed in this meeting but adoption by the board will occur at a future meeting.

8. **Public Comment on Northwest Quadrant Sustainability Action Study and BP-04, BP-10, BP-11, BP-12 and BP-13 policies** **Action**
Miles Hansen, Board Chair
Public comment limited to discussion of the presented Northwest Quadrant Sustainability Action Study, Project Area & Property Tax Differential Policy, Records Retention Policy, Personnel Policy, Segregation of Duties Policy, and AIB Policy
This comment period not to exceed 15 minutes.
9. **Approval of Northwest Quadrant Sustainability Action Study** **Action**
Miles Hansen, Board Chair
10. **Approval of Policies BP-10, BP-11, and BP-12** **Action**
Miles Hansen, Board Chair
Records Retention Policy
Personnel Policy
Segregation of Duties Policy
11. **Presentation of Resolution 2023-01 Awarding Contract for Asset Management Services** **Action**
Benn Buys, Deputy Director, Chief Financial Officer
12. **Approval of Resolution 2023-01:** **Action**
Miles Hansen, Board Chair
A resolution of the Utah Inland Port Authority awarding a contract for asset management services
13. **Presentation of Draft Project Area Plan for Cedar City/Iron County** **Information**
Scott Wolford, Vice President of Business Services
Plan for maximizing long-term economic benefits to the Cedar City/Iron County Project Area
14. **Public Comment** **Action**
Miles Hansen, Board Chair
Public general-topic comment period
Written comment is welcome anytime at <https://inlandportauthority.utah.gov/contact/>
15. **Closed Session*** **Action**
Miles Hansen, Board Chair
This session is being held for a discussion related to real property acquisition, including remediation, in the jurisdictional area.
16. **Adjourn** **Action**

In order to support a respectful meeting, items that disrupt the meeting, intimidate other participants or cause safety concerns are not allowed. For example:

- *Jeering, cheering, clapping and waving signs may intimidate other speakers and cause a disruption.*
- *Generally, props and equipment are not allowed. If you have a prop or piece of equipment integral to a presentation, please clear its use with a staff member before entering the meeting room.*
- *If you have questions about proper placement of recording equipment or recording in general, please coordinate this with staff before the beginning of the meeting to help ensure that it does not disrupt the meeting or make other attendees feel uncomfortable.*
- *Staff may request changes to placement of recording equipment or other equipment to help facilitate the meeting.*
- *If you have written remarks, a document, or other items you may want the Board to review, do not approach the dais. Instead, please give them to staff and they will distribute them for you.*
- *Failure to follow these decorum rules may result in removal from the meeting.*

**The Board may consider a motion to enter into Closed Session. A closed meeting described under section 52-4-205 may be held for specific purposes including, but not limited to:*

- a. *discussion of the character, professional competence, or physical or mental health of an individual;*
- b. *strategy sessions to discuss collective bargaining;*
- c. *strategy sessions to discuss pending or reasonably imminent litigation;*
- d. *strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, if public discussion of the transaction would:*
 - (i)disclose the appraisal or estimated value of the property under consideration; or*
 - (ii)prevent the public body from completing the transaction on the best possible terms;*
- e. *strategy sessions to discuss the sale of real property, including any form of a water right or water shares, if:*
 - (i)public discussion of the transaction would:*
 - (A)disclose the appraisal or estimated value of the property under consideration; or*
 - (B)prevent the public body from completing the transaction on the best possible terms;*
 - (ii)the public body previously gave public notice that the property would be offered for sale; and*
 - (iii)the terms of the sale are publicly disclosed before the public body approves the sale;*
- f. *discussion regarding deployment of security personnel, devices, or systems; and*
- g. *Investigative proceedings regarding allegations of criminal misconduct*