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UINTAH BASIN REVITALIZATION FUND

UBRF BOARD MEETING

Thursday, July 17, 2025 - 1:30 PM,

This meeting was held at the Centennial Event Center
60 West 400 South, Duchesne, UT 84021.

There was also a Virtual Option via Zoom

Information regarding this meeting can be located at

<https://www.utah.gov/pmn/sitemap/notice/1010103.html>

An audio recording of this meeting is available at this link

<https://www.utah.gov/pmn/files/1300597.mp3>

Draft Meeting Minutes

Board Members Present

Evan Curtis, Chairman – Governor’s Representative

Commissioner Greg Miles – Duchesne County

Commissioner Willis LeFevre – Uintah County in place of Commissioner John Laursen

Councilman Emmett Duncan - Ute Tribe Business Committee

Board Members Absent

Councilwoman Percel Cesspooch - Whiteriver Band, Ute Tribe Business Committee

Staff and Guests Introduced

Laurie Brummond, UBAOG Director / Duchesne County Grant Administrator

Jeff Chugg, Duchesne County

Carl Conrad, Uintah Basin Association of Governments

Kevin Yak, Uintah Basin Association of Governments

Paul Tonks, Assistant Attorney General and UBRF Legal Counsel

Hillarie Murray, Ute Tribe Revitalization Manager

Janell Quiroz, HCD Administrative staff

Tricia Davis Winter, DWS Director of HCD

Jennifer Domenici, DWS Assistant Director of HCD

Michael Mowes, HCD Program Specialist

Stephanie Johnson, DWS Finance Manager

Paul Moberly, HCD Program Manager

1. Welcome & Introductions

1.a Chairman Evan Curtis officially called the Uintah Basin Revitalization Fund (UBRF) Board meeting to order at 1:35 p.m. on Thursday July 7, 2025. The Chairman thanked Duchesne County and UBAOG for hosting the meeting. He then invited the board members, attendees in the room and those online to introduce themselves.



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1.b Welcome New Board Member

The Chairman announced that a new member would be joining the board, Councilwoman Percel Cesspooch - Whiteriver Band, Ute Tribe Business Committee. The Chairman excused her absence from this meeting today.

1.c Welcome New Program Staff

The Chairman introduced Paul Tonks, Assistant Attorney General and UBRF Legal Counsel. Paul is the newly assigned legal counsel for the board. Mr. Tonks was invited by the Chairman to say a few words about himself and his background.

2. Approval of Minutes [5:06]

2.a The draft minutes from the April 3, 2025 meeting were presented. The chair called the question:

Commissioner Miles made, and Councilman Duncan seconded, a motion to approve the minutes from the UBRF Board meeting held on April 3, 2025. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner LeFevre, Councilman Duncan, and Chairman Curtis. Absent from the vote was Councilwoman Cesspooch.

3. Fund Report [5:59]

3.a The Chairman asked staff to review the fund balances as of 7/14/2025. Stephanie Johnson, DWS Finance Manager, read through the balances of the funds.

Laurie Brummond asked staff to clarify the timeline for submitting receipts for the end of the fiscal year.

There were no additional comments or questions regarding the fund report.

4. Board Business [10:45]

4.a Project Report - Uintah County - Lucky Acres Infrastructure Development

Summary: General construction of water and sewer lines, utility installation, road, curb and gutter, with associated engineering services and miscellaneous expenses to meet local ordinance compliance to fully prepare development of 27 self-help home lots located at 1665 W 1300 S, Vernal, UT.

Chairman Curtis asked Laurie Brummond to share how the Lucky Acres project is progressing. Ms. Brummond gave an overview of the project and its funding sources. She shared the struggles with obtaining land, water issues and a few planning and zoning setbacks but she said that the projects is now moving along. They have the engineering



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group procured and buy-in and help from the county. Keeping the costs down is a main focus and to that end, they have cut the lot sizes. The project has gone back through planning and zoning for a second time with the smaller lots. The project was met with considerable negative community response to the smaller lots, so additional rework had to be done. At this point bids have been completed, a contract has been signed and they're hoping to start moving dirt soon and get the lines all installed this year and start asphalt next year.

4.b Project Report - Road Department Building

Summary: Relocation and construction of a new road shed building, including construction, engineering, and site preparation for the new location for the road department.

Chairman Curtis asked Commissioner Miles to update the board on the Duchesne County Road department building. Commissioner Miles talked about the discovery of mudstone under the former gravel pit which was the land they had planned to use for the building. He explained that they had to over excavate to add a specific type of clay and sand to the land to stabilize the bedrock for the foundation. Mr. Miles continued by talking about the sourcing of the correct type of clay and how the project is combatting the additional costs associated with procuring the clay. The project is moving forward, it has been bid, and a team has been selected for the construction of the exterior of the building. Commissioner Miles said that they are hoping to have concrete poured very soon.

5. Project Applications [24:41]

5.a [24:41] Duchesne County - Road Department Paving Compactor - \$155,000

Chairman Curtis asked Mr. Moberly to summarize the Duchesne County - Road Department Paving Compactor application. Mr. Moberly referred to the summary on the agenda sharing that the request was for \$155,000 to purchase a paving compactor needed for county roads. The current paving compactor (roller) in the road department is 27 years old. The compactor is continually having mechanical issues and is unreliable. With the maintenance that is needed on county roads, a new compactor is needed for the care of the roads. The Chairman asked Commissioner Miles if he had anything more to add to the summary. Commissioner Miles added that the county opted to have their own compactor for maintenance rather than contracting out the equipment and work because it's difficult to find contractors and have the work done in a timely manner in the more remote areas. There were no additional questions or comments from the board. The chair called the question:

Commissioner LeFevre made, and Councilman Duncan seconded, a motion to approve \$155,000 for Duchesne County Road Department -for the purpose of purchasing a paving



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compactor. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner LeFevre, Councilman Duncan, and Chairman Curtis. Absent from the vote was Councilwoman Cesspooch.

5.b [27:24] Duchesne County - Fleet Services Vehicles - \$115,000

Chairman Curtis asked Mr. Moberly to give a summary of the request and Commissioner Miles to add any additional details needed. Mr. Moberly explained that this request was for \$115,000 for the purchase of three SUV's (two mid-size and one large vehicle).

Duchesne County fleet is in need of additional vehicles for employees to carry out travel for meetings, pick up supplies, and all other general use. The County does not currently have enough vehicles to cover the current needs. Three vehicles will be purchased to cover these needs. The vehicles that will be purchased will be two smaller SUVs and one large SUV. Commissioner Miles added that they have already gotten some competitive bids and also noted that they may, instead of the larger SUV buy a pick-up.

Commissioner Miles wanted to clarify that the request should cover accessories with the purchase in case they needed rubber mats, decals or other miscellanea that may be needed.

There were no additional questions or comments from the board. The chair called the question:

Commissioner LeFevre made, and Councilman Duncan seconded, a motion to approve \$115,000 for Duchesne County -for the purpose of purchasing fleet services vehicles as presented including the additional comments that Commissioner Miles made allowing for the larger SUV to be either an SUV or a Pick-up truck and including any accessories that may be needed. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner LeFevre, Councilman Duncan, and Chairman Curtis. Absent from the vote was Councilwoman Cesspooch.

Laurie Brummond, Duchesne County Grant Administrator, asked a clarifying question about the processing of item 4.a and item 4.b. She wanted to know if they were being processed separate of each other or together as part of a larger project. They will be processed separately.

5.c [30:56] Uintah County - Homeless Services - \$83,000

The Chairman turned some time over to Mr. Moberly to introduce the project. The summary is as follows: the Uintah Basin AOG requested \$83,000 to use for emergencies to provide homeless services to individuals by issuing vouchers for motel stays and transportation to address acute homelessness, promote stabilization, and encourage self-sufficiency. Commissioner LeFevre was invited to add additional details.

There were no additional questions or comments from the board. The chair called the question:



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Councilman Duncan made, and Commissioner Miles seconded, a motion to approve \$83,000 for Uintah County -for the purpose of providing homeless services. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner LeFevre, Councilman Duncan, and Chairman Curtis. Absent from the vote was Councilwoman Cesspooch.

5.d [32:20] Uintah County - County Cemetery Building - \$500,000

Chairman Curtis asked Paul Moberly to review the request. Mr. Moberly said that the request was for \$500,000 and that the project involves the construction of a multi-functional utility building at the Vernal Memorial Cemetery. The building will serve as a secure and insulated storage facility, providing protection for equipment, enhancing maintenance efficiency, and supporting operational needs for Uintah County's 11 cemeteries. The Chairman asked Commissioner LaFevre to add to the summary. Commission LaFevre added emphasis on the purpose of protecting the equipment stating that they have had loss due to theft and it is critical that the equipment can be housed in a safe, secure place. Commissioner Miles added comments about the importance of the maintenance of cemeteries and of cemeteries' role in honoring those that have gone before. The Chairman asked what was currently being used and Commissioner LaFevre said that equipment is spread out around the cemeteries and just being put wherever it can go, some of it out in the elements and some in small sheds.

There were no additional questions or comments from the board. The chair called the question:

Commissioner Miles made, and Councilman Duncan seconded, a motion to approve \$500,000 for Uintah County -for the purpose of constructing a new multi-functional utility building at the Vernal Memorial Cemetery. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner LeFevre, Councilman Duncan, and Chairman Curtis. Absent from the vote was Councilwoman Cesspooch.

6. [35:01] Board Member Issues

6.a Schedule of next meeting

A date and time were proposed and agreed upon for October 23rd around 1 p.m. to follow a Board of Directors meeting and luncheon.

Councilman Duncan asked when the next allocation would be and Mr. Moberly said that it is usually around the end of August but that staff would communicate it to the board when the details were firm.

Chairman Curtis entertained a motion to adjourn.

Councilman Duncan made, and Commissioner Miles seconded a motion to adjourn the meeting.

The meeting adjourned at 2:13 pm.

Draft Meeting Minutes Submitted by Janell Quiroz