



UTSSD BOARD MEETING

February 10, 2026 - Starting at 7 p.m.

Uintah County Commission Large Conference Room

152 E 100 N, Vernal, UT 84078

ATTENDING

Board Members: Shawn Labrum, Bob Leake, Mark Raymond, Sonja Norton, Ryan Cook

Additional Attendees: Jon Stearmer (Kunz), Troy Ostler (CIVCO), Bart Jensen (Jones & DeMille),

and Julie Joy-Hundley

Minutes recorded and written by Administrative Assistant Julie Joy-Hundley

Shawn Labrum opened the meeting at 7:00 pm

1 - **Approve Meeting Minutes from Board Meeting 1-13-2026**

Mark Raymond motioned to approve the minutes with changes updated by Ryan Cook where 500 N Project updates should be Horricks, not Burdick. Bob Leake seconded the motion. Motion passes unanimously.

2 - **Approve expenditures from January 2026 and Account Status.**

Sonja Norton motioned to approve expenditures as presented, Ryan Cook seconded the motion. Motion passes unanimously.

– Shawn Labrum opened the Public Hearing at 7:03 —

3 - **Public Hearing**

- Budget 2026 Reopener

Ryan Cook - The budget is being reopened to add additional funds for the Redwash Rd project in the amount of 11,885,469. It was underfunded in the original budget.

The total commitment for UTSSD with current projects is \$9,786,370 and the PTIF Account Balance is \$11,291,971.64

No updates from the public were offered

Shawn Labrum then closed the Public Hearing at 7:08pm

Sonja motioned to adopt the amended budget in the amount of \$11,885,469 to correct the Red Wash Rd project. Ryan seconded the motion. Roll Call Vote - Raymond Aye, Labrum Aye, Norton Aye, Leake Aye, Cook Aye. Motion passes unanimously.

3 - Project updates Independence Rd (Bart)

A. Milestones accomplished this month:

- We are continuing to refine the alignment and design elements.
- Currently at about a 27% design and are working toward a 30% design review set to meet with the district and discuss. Redwash Road construction kickoff has been our focus, but we are ready to hit this design hard again.
- Started the environmental reviews for the project and are compiling existing survey data to determine what more is needed.

B. Milestones to be accomplished:

- Continue the design process. Get a 30% design ready for review with the District.
- We will continue to work with the county attorney and county surveyor on establishing where the county claimed right-of-way is.
- We will work on the environmental compliance review with our environmental specialist to determine what surveys may be needed.

C. Budget Status

- Preconstruction Engineering Phase –\$ 355,500 Approx. 23% Complete (\$81,765)
- Environmental Phase - \$71,000 Approx. 0% Complete (\$0)
- Construction Engineering Phase - \$614,000 Approx. 0% Complete (\$0)
- Construction Budget - \$11,285,000 (\$10,353,000 + \$932,000 Contingency) Approx. 0% Complete (\$0)

D. Schedule status:

- Pushing to get plans ready to bid late Spring of 2026. This is dependent on environmental clearances that may be needed.

E. Input needed from others?

- Not at this time.

F. Other issues/concerns

- None at this time.

G. Invoice Summary All invoices are current. Thank you!

4 - Project updates Redwash Rd (Bart)

- Contract Amendment

Bart Jensen presented the amendment for Redwash Rd

Payments to Engineers. Owner shall pay Engineer for the above changes as follows: Owner shall pay Engineer an estimated fee of \$122,000 on the following estimated distribution of compensation: Army Corps Permit \$58,000 and Additional Design Scope \$64,000.

Original agreement (lump sum)	\$ 762,000
1st amendment (lump sum)	\$ 23,000
2nd amendment (lump sum)	\$ 27,000
3rd amendment (lump sum)	<u>\$ 122,000</u>
UPDATED TOTAL FEE	\$ 934,000

Bart added that the supplemental application for CIB requesting additional grant funds for the increase in the project is being drawn up by Jones & DeMille and is almost complete. The next CIB meeting will be in the first week of April.

Sonja requested a further breakdown of the fees for additional design scope. Bart will provide those details for the board.

Mark Raymond motioned to approve the contract increase in the amount of \$122,000 for purposes presented. Ryan Cook seconded the motion. Roll Call Vote - Raymond Aye, Labrum Aye, Norton Aye, Leake abstain, Cook Aye - Motion passes.

- Project Updates:

A. Milestones accomplished this month:

- Received the USACE clearance for several work areas, mainly near the large culvert crossings!!
- The project went out to bid.
- Held pre-bid meeting on December 15 at 1pm at Jensen.
- Held Bid Opening at the County Building on January 7th at 1pm.
- Open Bids. Evaluated bids and awarded contract to Burdick Materials.
- Held Pre-Construction Meeting on February 3rd at 9am.

B. Milestones to be accomplished:

- Continue working on temporary construction easements for private landowners. We still need to review the easement form with the District and County Attorney and then work to get them signed by each landowner. This needs to be done before construction on the driveways begin.

C. Budget Status

- Preconstruction Engineering Phase –\$ 300,000 Approx. 100% Complete (\$300,000)
- Environmental Phase - \$12,000 Approx. 100% Complete (\$12,000)
- NEPA Cultural Surveys - \$23,000 Approx. 100% Complete (\$23,000)
- NEPA ULT, YUHAS & Paleo Surveys - \$27,000 Approx. 100% Complete (\$27,000)
- Additional USACE Permitting (\$58,000), Rate Increases, Delays (\$64,000) – Approx. 100% Complete (\$122,000)
- Construction Engineering Phase - \$450,000 Approx. 3% Complete (\$13,500)
- Construction Budget - \$7,552,000 (\$6,928,000 + \$624,000 Contingency) Approx. 0% Complete (\$0) Bid came in at \$11,373,733.50. We have a Supplemental Application almost ready for submission to CIB to cover the bid amount and some contingency. (Approx. \$4M)

D. Schedule status:

- The contractor started work on 2/3/26. Have made good progress.
- Supplemental Application to CIB is almost done. Will submit and get to the next scheduled CIB meeting to make the request.

E. Input needed from others? • Not at this time.

F. Other issues/concerns

- The contractor has encountered some water in the hillside on the north portion of the project. We are working to come up with a plan to install some French drain to help get it to the river to avoid saturation of the roadway.

G. Invoice Summary All invoices are current. Thank you!

5 - Project updates 7500 E (Troy)

Troy updated - Pipe replacement began in January, they have placed all and just waiting to add the end sections. Additional pipes (3) have been found, CIVCO is working with the County (Scott Hardman) to get the additional pipes ordered. Expect to receive all additional material by the end of next week. The crew will be working the following week (approx 10 days) to install those pipes and manage expected water flow for the Spring. The contractor, Budick Materials will then shut down until the first part of May.

6 - Project Updates 500 North (Craig)

Ryan provided - Next meeting is Feb 17th with UDOT and Horricks.

7 - Engineering Pool Review and approval

Patriot Engineering has submitted an application for the UTSSD Engineering Pool. Sonja asked a question of the source of engineering for the firm and if they were local. Both Jones & DeMille and CIVCO, currently in the pool, confirmed it would be standard to outsource services.

Sonja motioned to add Patriot Engineering to the UTSSD Engineering Pool, Mark Raymond seconded the motion. Motion passes unanimously.

Jon Stearmer suggested being strategic in project assignment as this new firm starts to work with UTSSD and becomes familiar with standard processes, etc . The pool term is 5 years which began 1-1-25 so there are 4 years until the pool review for all participants.

8 - Project Invoice Review Policy (Jon)

Jon Stearmer has updated the general policy to include a requirement for the responsible board member to approve invoices received for the respective project.

Bob Leake requested a guideline in the event the board member isn't available and Jon suggested an addition of the board chair having the ability to approve the invoice.

The update reads:

6.3.5.5 The Board member assigned to each project must approve all invoices related to the project before submitting invoices for payment. If the assigned Board member is unavailable to provide timely approval before the monthly board meeting, the Chair can provide such approval.

Bob Leake motioned to approve the update as presented, seconded by Sonja Norton. Motion passes unanimously.

9 - Resolution 26-2-10 R1 - Resolution setting the 2026 Board Meeting Schedule

Bob Leake has a conflict with Tuesday's and asks for a change to Wednesday's. All other board members would like to leave the current schedule in place. Board members agree to leave the meeting on the second Tuesday of each month as it's currently set.

Bob Leake moved to approve the meeting schedule for 2026 into Resolution 26-2-10 R1, Mark Raymond seconded the motion. Motion passes unanimously.

10 - CIB Project List and Presenting at the 3-3-2026 Meeting

A spreadsheet was provided to the board listing the TIP list, past projects, current projects, and the County Road list. The board accepted the past list presented to CIB with a new priority for two of the projects

Priority	Project Title
1	Independence Road Phase 2
2	500 N from 1500 E to Sunshine Bench (2850 E) Road
3	Stanton Road
4	Old Bonanza Hwy
5	Glen Bench Road

The board would like to open communication with the County to coordinate projects from the wish list of the County with UTSSD. The best time determined which would allow for budget planning for both entities is August of each year. Sonja will speak with Scott Hardman from the County Roads department to align and set expectations.

11 - Chair Updates

No chair updates

Sonja Norton motions to move into closed session to review the professional competence of an individual and pending or imminent litigation, once complete to move back to open session and then adjourn. Ryan Cook seconded the motion. Motion passes unanimously.

12- Closed Session to discuss the professional competence of an individual and pending or imminent litigation

Meeting adjourned at 8:50 PM

Board Members	Contact Information	Project Assignment
Shawn Labrum - Chairman	shawnlabrum@utssd.utah.gov	Independence Rd
Bob Leake - Co-Chairman	bobleake@utssd.utah.gov	7500 East
Ryan Cook - Treasurer	ryancook@utssd.utah.gov	500 North
Sonja Norton	snorton@uintah.utah.gov	
Mark Raymond	markraymond@utssd.utah.gov	Redwash Road
Website - https://utssd.utah.gov/		

Special Accommodations

In accordance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Julie Joy-Hundley 24 hours in advance at (435)828-8407

I certify that a copy of this notice was posted at least 24 hours prior to meeting time and notification given to the Utah Public Notice Website pursuant to UCA 52-4-202.