



**WORKFORCE
SERVICES
HOUSING & COMMUNITY
DEVELOPMENT**

UINTAH BASIN REVITALIZATION FUND

UBRF BOARD MEETING

This meeting was held Thursday, October 23, 2025 - 1:30 PM.

The meeting location was Centennial Event Center, 60 West 400 South, Duchesne, UT 84021.

Additionally, there was a virtual option via ZOOM

Information regarding this meeting can be located at

<https://www.utah.gov/pmn/sitemap/notice/1031823.html>

An audio recording of this meeting is available at this link

<https://www.utah.gov/pmn/files/1341587.mp3>

Approved 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

Commissioner John Laursen - Uintah County Commissioner (joined the meeting at the end of item 5.b)

Staff and Guests Introduced

Laurie Brummond, UBAOG Director / Duchesne County Grant Administrator

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

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 October 23, 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.



**WORKFORCE
SERVICES**
HOUSING & COMMUNITY
DEVELOPMENT

UINTAH BASIN REVITALIZATION FUND

2. [02:39] Approval of Minutes

2.a The draft minutes from the meeting held July 17, 2025, were sent to the board for review prior to the meeting. The chair called the question:

Commissioner Miles made, and Commissioner LeFevre seconded, a motion to approve the minutes from the UBRF Board meeting held on July 17, 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 and Commissioner Laursen.

3. [03:30] Fund Report

3.a The Chairman asked staff to review the fund balances as of 10/20/2025. Paul Moberly, Program Manager, excused the staff finance manager who could not make the meeting. He then proceeded to read through the balances of the funds that had been prepared by the finance manager. He read the balances for Duchesne County. The board asked if the umbrella account was the aster contract. Ms. Brummond asked for clarification on the figures and Mr. Moberly explained that he would need to get that clarification from the finance staff. Ms. Brummond asked if the information could be emailed out post meeting once the finance manager could put the information together. Ms. Brummond also asked where, in the balances, returned allocation would show up. She asked for a more detailed breakdown of the numbers to be included in the spreadsheet that would be provided. The Chairman asked the Board to weigh in and they decided not to have Mr. Moberly read the balances for the Ute Tribe and Uintah County as it was confusing and difficult to follow. The board decided to have the information sent out and then to discuss it at the next meeting when the finance manager could be present if there were additional questions.

4. [10:22] Board Business

4.a [10:25] Adjustments to Master Contracts

Chairman Curtis invited Mr. Moberly to address the adjustments to the master contract. Mr. Moberly explained that the board will need to approve the transfer newly allocated and uncommitted funds to master contracts annually in the meeting following the allocations. He added that each year when the board approved this transfer it would be he recommendation from staff to extend the contract by one year so that the contract is always a rolling 5 year contract. This new process can be handled annually with the amendments lumped together, it will still have a signature process but it should be less cumbersome than having to go through the contract process for each project within the master contract. The Ute Tribe representatives discussed how much they wanted to move to the master to cover new projects and how much they needed to leave out to cover projects that will not be part of the master (items 4.b and 5.b will need funding outside the master contract). Rather than adding up exactly what would be needed to remain outside the Master for the Ute tribe Ms. Murray asked that only the known amount needed for the new project be transferred to the master contract (transfer 381,544.45 to give the master contract a balance of 1,000,000 for project



**WORKFORCE
SERVICES
HOUSING & COMMUNITY
DEVELOPMENT**

UINTAH BASIN REVITALIZATION FUND

5.a) leaving all other new funds outside the master contract for now, with the plan to move the remaining to the master contract after the old projects are funded.

Commissioner Miles made, and Councilman Duncan seconded, a motion to move the new funds to the master contract balance for Duchesne and Uintah Counties and to move 381,544.45 of the Ute Tribe's new funds to the master contract leaving the remaining new funds for the Ute Tribe outside the master contract per the request of the Ute Tribe's representatives. This motion allows for the Ute Tribe to fund their new project from the master contract leaving the balance to be used for existing contracts as needed or to move at a later date to the master contract. The motion was to act on the accounts as discussed, the discussion also included staff's recommendation to extend the master contracts for an additional year making the contracts end date 09/30/2030. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner LeFevre, Councilman Duncan, and Chairman Curtis. Absent from the vote was Councilwoman Cesspooch and Commissioner Laursen.

4.b [18:00] Ute Tribe - FY2025 Administrative Contract - \$61,018.43

Chairman Curtis had Mr. Moberly read through the situation and need for an administrative contract for the Ute Tribe with a balance of \$61,018.43. He read through the following summary from the agenda: "Per UBRF policies, the Ute Tribe may request up to 5% of their total annual allocation for administration purposes, which request can align with their fiscal year. To fulfil this request, we'll need a contract, retroactive till 7/1/2024. The previous administrative contract was 24-DWS-0522, it closed 6/30/2025." Staff's recommendation is to reopen contract 24-DWS-0522, with new funding allocated to it, and extend its expiration through December, or create a new contract. Ms. Murray said she would be good with which ever option Councilman Duncan recommended the discussion was to reopen and extend the previous contract. With Councilman Duncan's agreement the Chairman called for a motion.

Commissioner Miles made, and Commissioner LeFevre seconded, a motion to approve the recommendation given on the FY2023 Administrative Contract with the added funds of \$61,018.43. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner LeFevre, Councilman Duncan, and Chairman Curtis. Absent from the vote was Councilwoman Cesspooch and Commissioner Laursen.

4.c [20:20] Contracts Closing Report

The Chairman called on Mr. Moberly to address this agenda item. Mr. Moberly explained that the following were requested to be closed on 9/9/2025. The remaining balances will be reverted to the entity's respective uncommitted balance or undedicated balance in the master contract. The Chairman noted that is was informational and that no action by the board needed to be taken on this information. Mr. Mowes added that any Project # containing a 0333 would be put in the entity's master contract and the project containing 0424 would be placed in the Ute Tribe funds but not in their master contract until they decide to move the funds to the master contract. The Chairman asked if there were any questions from the board, there were no questions.



WORKFORCE SERVICES
HOUSING & COMMUNITY DEVELOPMENT

UINTAH BASIN REVITALIZATION FUND

PROJECT #	PROJECT	UNSPENT (WEBGRANTS)	ENTITY
25-DWS-0333 - 01	Parks & Recreation Vehicle Purchase	\$25,697.62	Ute Tribe
25-DWS-0333 - 02	Brownsfield Program Vehicle Purchase	\$4,045.00	Ute Tribe
25-DWS-0333 - 03	General Assistance Program Vehicle Purchase	\$3,350.00	Ute Tribe
25-DWS-0333 - 05	Administration / IT Fiber Optic Expansion	\$10,800.00 *	Ute Tribe
25-DWS-0333 - 06	Cattle Enterprise Vehicle & Equipment Purchase	\$6,815.68	Ute Tribe
25-DWS-0333 - 07	Ute Bulletin Equipment	\$1,000.00	Ute Tribe
25-DWS-0333 - 08	Air Quality Vehicle Purchase	\$2,125.75	Ute Tribe
25-DWS-0333 - 13	Painted Horse Diabetic Program - from 21-1106	\$109,571.28 *	Ute Tribe
24-DWS-0424	Coffee Shop Upgrades	\$7.25	Ute Tribe

* Mr. Moberly added that program staff was still working through questions on the balances with the Ute Tribe staff.

4.d [21:50] Upcoming Contract Expirations

Chairman Curtis introduced the next topic and Mr. Moberly explained that this item was also informational for the board.

The following contracts will expire on 12/31/2025.

- Contract 24-DWS-0420, Uintah County Homeless Services with a remaining balance of \$3,442.48
- Contract 24-DWS-0423 Duchesne County Home Delivery Meal Truck with a remaining balance of \$170,000



**WORKFORCE
SERVICES
HOUSING & COMMUNITY
DEVELOPMENT**

UINTAH BASIN REVITALIZATION FUND

Mr. Moberly and Ms. Brummond talked about the logistics of the balances and what was being done with the projects. It was determined that once the current plans were executed, they would let the contracts lapse and the remaining funds would be returned to the entities without additional action. There were no questions from the board on this item.

5. [23:00] Project Applications

5.a [23:03] Ute Tribe - UIT Department Vehicles - \$1,000,000

Chairman Curtis asked Mr. Moberly to summarize the application regarding the Ute Tribe purchasing new and replacement vehicles to improve their fleet as needed after evaluation of the current vehicles and needs. Vehicle purchases will be evaluated and approved; they must be new and provide 2 estimates from reputable dealerships. The Chairman asked the representatives of the tribe to add any additional information and invited the board to join the discussion as well.

Commissioner Miles made, and Commissioner LeFevre seconded, a motion to approve \$1,000,000.00 for the Ute Tribe for UIT Department Vehicles. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner LeFevre, Councilman Duncan, and Chairman Curtis. Absent from the vote was Councilwoman Cesspooch and Commissioner Laursen.

5.b [24:43] Ute Tribe - Tribal Building Rehabilitation Program - 22-DWS-0288, scope of work - \$3,000,000

Chairman Curtis invited Mr. Moberly to give an overview of this contract and request. Mr. Moberly explained that the project is to help ensure safe, sanitary and secure housing for Tribal elderly and vulnerable members of the Tribe. The board has already allocated almost 12 million to this project and the request is to amend contract 22-DWS-0288 to add \$3,000,000 to the Tribal Building Rehabilitation Program, which is \$1,000,000 per each band. A scope of work change is also requested, as outlined in the attachments sent to the board, which changes include purchasing basic medical devices and equipment like oxygen tanks, wheelchairs, monitoring equipment etc. as well as purchasing essential furnishings (e.g. bed, sofa), and basic kitchen appliances (fridge, stove, microwave, etc.). The UBRF board has previously awarded \$11,929,158.90 to this program. The board added additional information about the types of homes that were being rehabilitated under this contract. As well as more examples of how the money was being used for hearing aids, wheelchair ramps and all types of needed work on homes in this project. Mr. Mowes added that he had been doing an audit of this program recently and just in the last year there were over 500 entries of work done and items purchased to help the people benefitting from this project, and that it is a fantastic project. The board discussed the excellence of the project and the people that are being helped.

Commissioner LeFevre made, and Commissioner Miles seconded, a motion to approve the additional \$3,000,000.00 and changes to the scope of work for the Ute Tribe Tribal Building Rehabilitation Program - 22-DWS-0288. The motion passed unanimously with affirmative votes from Commissioner



**WORKFORCE
SERVICES
HOUSING & COMMUNITY
DEVELOPMENT**

UINTAH BASIN REVITALIZATION FUND

Miles, Commissioner LeFevre, Councilman Duncan, and Chairman Curtis. Absent from the vote was Councilwoman Cesspooch and Commissioner Laursen.

(There was an expletive outburst during this vote that was unrelated to the vote from Commissioner Laursen who had joined the meeting via phone call and had taken another call but not properly muted the meeting. The outburst has no bearing on the meeting or the vote but can be heard in the meeting audio and is therefore noted in these minutes)

6. [30:20] Board Member Issues

6.a Schedule of next meeting

Chairman Curtis asked the board when they would like to meet again between Jan – March 2026. He recommended due to the legislative session that they try for early January or mid-March. The board said they would prefer mid-late March and that Thursdays work for the Ute Tribe. The discussion was to try for scheduling on March 12, 2026.

Motion to adjourn was posed by Councilman Duncan and seconded by Commissioner Miles. The meeting was adjourned at 2:07 pm. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner LeFevre, Councilman Duncan, Commissioner Laursen and Chairman Curtis. Absent from the vote was Councilwoman Cesspooch.

Minutes submitted by Janell Quiroz

Minutes approved _____