**PENDING APPROVAL**
**Minutes**

# UTAH LAND USE & EMINENT DOMAIN ADVISORY BOARD

## Office of the Property Rights Ombudsman
## 160 East 300 South, 4th Floor, Department of Commerce
## Herbert Conference Room & via Zoom

*(An audio recording of the minutes is available on the public meetings website.)*

July 15, 2026, 10:00 a.m.

**ADVISORY BOARD:**

Brent Bateman, Vice Chair
Nathan Bracken
Wade Budge
Mike Kendall
Cate Klundt
Cody Lutz

Absent and Excused: Clint Drake

**Office of the Property Rights Ombudsman:**

Jordan Cullimore, Director
Marcie Jones, Attorney
Richard Plehn, Attorney
Rob Terry, Statewide Land Use Training Director
Cyndy Nelson, Board Secretary

**VISITORS:**

- Abby Nebeker, Intern-OPRO
- Nicole Masson, APA-UT
- Jason Boal, APA-UT
- McKenna Marchant, ULCT

**WELCOME**

**APPROVAL OF THE MINUTES:**

**MOTION:** Cate Klundt made a motion to approve the minutes of the Board meeting held May 13, 2026. Wade Budge seconded the motion. None opposed. Motion carries unanimously.

**ADMINISTRATIVE MATTERS – ADVISORY OPINION TRACKING**

Mr. Cullimore advised that advisory opinions are moving forward in a more efficient matter. A new advisory opinion was issued July 14, 2026, and is currently not on the tracking sheet. He

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stated the office is finding different ways to resolve the opinions through mediation, advisory opinion panels and, if appropriate, informal opinions.

## LAND USE TRAINING FUNDS APPLICATION:

Mr. Terry provided a summary of each Land Use Training Fund application for the Board's review.

### Office of the Property Rights Ombudsman (the "Office") Q1 2026 - $2,886.68

The Office is requesting $13,169.96 for costs associated with providing 17 presentations held between April 1, 2026, through June 30, 2026. Presentations were provided to various organizations such as the American Planning Association, R6 AOG, Utah Recorders, IRWA, Utah League of Cities and Towns, and to counties, cities and towns: Emigration Canyon, Deweyville, Tooele County, Salina, Enoch, Millard County, Duchesne and Fruit Heights in addition to a reoccurring development group with John Shaw.

**MOTION:** Mike Kendall made a motion to approve the Office of the Property Rights Ombudsman's request for $13,169.96. Wade Budge seconded the motion. None opposed. Motion carries unanimously.

### American Planning Association – Utah Chapter (APA) – 2026 Fall Conference

APA is requesting $31,000.00 for costs associated with their 2026 Fall Conference, scheduled to be held September 9-10, 2026, in Layton. APA expects 420 attendees. The Conference theme will be grouped by design, aligning land use, water, and economic development to advance long term prosperity. Registration costs are waived for the Office staff. Audio, video and photography costs are included for the entire event, available at no cost after the conference. Nicole Masson and Jason Boal are present for questions.

Mr. Bateman commented the APA Conferences have always been successful and provide a great conference. He inquired if APA anticipates any concerns related to the Fall Conference.

Mr. Boal thanked the Board for their continued support and APA has made a targeted effort to increase membership, relationships and exposure to the resources APA provides. He does not anticipate any problems.

**MOTION:** Cate Klundt made a motion to approve the American Planning Association's request for $31,000.00 for their 2026 Fall Conference. Cody Lutz seconded the motion. None opposed. Motion carries unanimously.

### American Planning Association – Utah Chapter ("APA") – CVENT Platform

APA is requesting $14,187.06 for costs associated with the implementation of their CVENT Platform. They will be transitioning from their current conference management workflow to the CVENT platform. This is a broader effort to improve operational efficiency, reduce long-term conference costs and to enhance both the attendee registrations and speaker experience for all their statewide educational events including the 2026 Fall Conference. The CVENT platform has already been purchased and will be renewed every 2 years. Currently the APA

Conferences host roughly 1000 attendees per year, including professional staff, local officials and citizen planners.

Ms. Masson stated the CVENT platform will save in expenses for printing and graphic design previously created and managed by third party vendors. Speakers will be able to upload their presentations when completed, update session names, titles and speaker bios rather than submitting requests to APA via a Google Form. This will help APA to improve their responsiveness to posting the presentations online. The CVENT platform will also allow attendees to register for specific sessions and assist APA in tracking the number of attendees for each session. This information will allow APA to determine the number and size of conference rooms needed for each conference.

Ms. Masson stated the CVENT Platform is already in use for the 2026 Fall Conference and currently in the phase where speakers can begin using the platform. She displayed, on screen, both platforms and described differences between the two.

Mr. Budge inquired if the implementation of the CVENT platform would result in cost savings for APA and perhaps less funds from the land use training funds.

Ms. Masson advised that was correct. For prior conferences, she worked with a third-party graphic designer to prepare and put all materials online. However, with the use of the new platform, design, preparations and uploading materials can be completed in-house. The agenda will still be printed. Included with the platform is an app that will allow participants to access a copy of the program which greatly reduces printing expenses each year. She expects overall fees to be reduced by reducing APA's need for third party assistance.

Mr. Kendall inquired of Rob Terry which category this request would fall under.

Mr. Terry advised it would be under "technical resource". On that basis, he determined that since the Board has not traditionally supported activities that have already been launched, APA should submit this application separately and given the anticipated cost savings for APA and future fund requests, the number of conference attendees and land use training, he felt it was worth reviewing.

Mr. Kendall and Mr. Budge stated if the CVENT platform is voted upon and approved, the goal would be to utilize this asset to reduce potential costs in the future training fund applications.

Mr. Bateman inquired if there was an on-going cost for the platform

Ms. Masson indicated CVENT would need to be renewed every two years which would cover two conferences. The cost is about $13,000.00, which is about half of what they are paying to third-party vendors and would assist in reducing potential costs in future training fund applications. The 2028 Fall Conference is when the software license needs to be renewed. APA will follow the Board's direction on whether or not to submit reimbursement costs for the CVENT platform separately or in conjunction with future requests.

Mr. Boal added that the CVENT platform is a huge benefit to APA, conference attendees and speakers. It will be accessible and also available to the State.

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Mr. Bateman indicated he felt CVENT will hopefully save money and possibly tuition costs. He requested APA to provide a report to the Board whether CVENT was successful for the 2026 Fall Conference.

**MOTION:** Wade Budge made a motion to approve the American Planning Association's request for $14,187.06 for the CVENT platform. Cate Klundt seconded the motion. None opposed. Motion carries unanimously.

**Utah League of Cities and Towns ("ULCT") – LAA Rural Scholarships**

ULCT has requested $21,000.00 to cover scholarship costs associated with attending the ULCT annual convention for local officials of LAA participating municipalities in which the cost of the attendance would be a burden. The Board has approved past requests for funding for scholarships, which has been very successful. Attendees provided positive feedback and have successfully passed on what they learned to their municipalities. For this request, ULCT is doubling their request from 7 to 14 scholarships due to the increasing requests to attend. The scholarships will be for elected and appointed officials in rural communities to attend ULCT's 2026 annual convention, October 27-28, 2026, in Salt Lake City. McKenna Marchant is available for questions.

Ms. Marchant thanked the Board for their continued support. Since the first funding request, they have had more and more scholarship applications from rural community officials. The majority of applicants are coming from the 4th to 6th class towns and maybe 2nd class, however, to be considered as an LAA qualifying municipality, the municipality must have smaller than 10,000 population without a full-time experienced city administrator. There are some municipalities within the larger counties that meet these qualifications. The scholarship is awarded to the municipality, rather than the County.

Ms. Marchant, after receipt of the scholarship applications, she works with the municipalities, and the LAA's, to review and determine which of the applicants, leaders or local officials, are the most active in each LAA's region and based on recommendations from the LAAs, who would apply the information learned back out to their community and neighboring communities. Based on that information, the applications are reviewed by ULCT's team, which is McKenna Marchant, Molly Wheeler and Cameron Diehl to determine who the award goes to.

Mr. Kendall commented that ULCT application was well thought out and priority appears to be targeted to the people that really need to be at the events and have never attended a ULCT conference. The selection process is also well thought out and he feels funding for these types of requests are well spent. He also commented that the application included what type of training is provided and that it fits in well as land use-related training in accordance with the training funds.

Mr. Bateman concurred also stating that he appreciates that scholarship recipients are aware of where the funding is coming from and it makes it more tangible for them to realize that they've been helped for a reason and will want to take action upon that.

Ms. Marchant advised that when they do advertise for the scholarship, they include from who and where the funding is coming from and about the Office if they ever needed additional assistance or answers.

**MOTION:** Mike Kendall made a motion to approve the Utah League of Cities and Towns's request for $21,000.00 to cover the cost of 14 scholarships for rural officials to attend ULCT's 2026 annual convention. Nathan Bracken seconded the motion. None opposed. Motion carries unanimously.

## ADDITIONAL MATTERS

Mr. Bateman inquired if there were any new developments regarding applications previously denied.

Mr. Cullimore advised there has not except for several GRAMA requests which the Office is responding to.

**The next Board meeting has been rescheduled to September 16, 2026, at 10:00 a.m.**

Mr. Bateman suggested the Board could also meet prior to the start of a conference, at the conference, if that would be helpful for any future conflicts.

## ADJOURN:

**MOTION:** Cate Klundt and Wage Budge made a motion to adjourn the meeting. None opposed. Meeting adjourned at 10:42 a.m.

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