DAGGETT COUNTY MUNICIPAL BUILDING AUTHORITY AGENDA
Tuesday,October 27, 2026 AT 9:30 A.M.
Daggett County Courthouse (95 North 1st West; Manila, UT 84046)
Public Access Is Available Through Electronic Means At
meet.google.com/ewi-tjqt-axg

9:30 A.M. STANDING BUSINESS

A. Welcome And Introduction Of Those Attending Electronically By Name
B. Review of Minutes
C. Issues Updates – Discussion Only
   a. Water Treatment Plant Project
   b. New Clinic Building Project
   c. Legislation Discussion
D. Citizen Comments - 5 minutes
E. MBA Cash Summary Report & MBA Accounts Receivable Report
F. MBA Open Invoice Register & Reimbursement Register
G. MBA Disbursement Summary
H. MBA Correspondence – Discussion Only
I. MBA Calendar Review

POLICY AND LEGISLATION

1. Discussion And Consideration Of Elevator Changes

Closed Session For Discussion Of Items Permitted By §52-4-205 Of State Code**

Draft minutes of the Meeting of the Daggett County Municipal Building Authority held on **Tuesday, October 13, 2026** in the Commission Chambers in the Daggett County Courthouse at 95 North 1st West in Manila, Utah and through electronic means. Commissioner Matt Tippets, Randy Asay and Jack Lytle attended in person. Commissioner Matt Tippets departed at 9:10 am to attend another meeting and rejoined at 9:53 am. Jesse Platt attended in person. Kourtney Hawks and Keri Pallesen attended online. The meeting was called to order at 9:43 am by Board Member Lytle.

Present In Person: Rod Alexander, Joleen Alexander, Monica Guyman, Sheriff Erik Bailey, Sgt. Leonard Isaacson, Cordell McCracken

Present Online or by Phone: Dennis Andelin

Approve MBA Minutes: The MBA minutes from Tuesday October 6, 2026 were made available by the Clerk's Office for review by the Board Members. Board Member Asay motioned to approve the minutes for October 6, 2026. Board Member Lytle seconded the motion. The Board Members voted as follows on the motion.

	Yes	No	Abstained	Absent
Board Member Tippets:				X
Board Member Lytle:	X			
Board Member Asay:	X			

The motion carried.

Issue Updates

Water Treatment Plant: Nothing at this time

New Clinic: We got temporary occupancy yesterday (Monday October 12th) for the clinic to open up. There are a few things in the basement that still need to be complete before we can open up the whole facility. The elevator inspection is scheduled for October 14th.

Legislation: Nothing at this time

Citizen Comments: None at this time

MBA Cash Summary and Accounts Receivable Report: The MBA Cash Summary and MBA Accounts Receivable Report was provided by the Recorder/Treasurer's Office and reviewed by the Board Members. Board Member Asay motioned to acknowledge receipt of the MBA Cash Summary Dated October 9, 2026. Board Member Lytle seconded the motion. The Board Members voted as follows on the motion:

	Yes	No	Abstained	Absent
Board Member Tippets:				X
Board Member Lytle:	X			
Board Member Asay:	X			

The motion carried.

Open Invoice Register: The Open Invoice Register was provided by the Auditor's Office and reviewed by the Commissioners. Commissioner Lytle motioned to approve the Open Invoice

Register dated October 9, 2026 in the amount of $216,112.37. Commissioner Asay seconded the motion. The Commissioners voted as follows on the motion:

	Yes	No	Abstained	Absent
Board Member Tippets:				X
Board Member Lytle:	X			
Board Member Asay:	X			

The motion carried.

Correspondence / Calendar: Nothing at this time

Policy and Legislation

Discussion And Consideration Of Approval Retraction Of Change Order 18: A review of the specifications revealed that $19,659.25 of change order 18 was unallowable. Consequently, this amount will be applied as a credit toward change order 20.Commissioner Asay motion to approve the retraction of change order 18. Commissioner Lytle seconded the motion. The Board Members voted as follows on the motion:

	Yes	No	Abstained	Absent
Board Member Tippets:				X
Board Member Lytle:	X			
Board Member Asay:	X			

The motion carried.

Discussion And Consideration Of Approval Of Change Order 20: Change order 20 is a credit of $19,659.25 from change order 18. Commissioner Asay motion to approve the change order 20. Commissioner Lytle seconded the motion. The Board Members voted as follows on the motion:

	Yes	No	Abstained	Absent
Board Member Tippets:				X
Board Member Lytle:	X			
Board Member Asay:	X			

The motion carried.

Discussion And Consideration Of Approval Of Change Order 21: Amounting to $158,283.24, this change order addresses and resolves both current and outstanding issues. Change order 21 pertains to PCOs 14, 16, 35, 36, 37, 40, 41, 43, 44, 46, and 48. PCOs 35 and 36 prompted the modification to order 18. Additionally, this change order grants approval for the $52,000.00 construction change directive for the ceiling. Among the specific items included from the inspector's punch list, PCO 14 addressed the lights beneath the stairwell, PCO 16 covered the AV system, and revision 1 of PCO 36 resulted in a $6,000.00 reduction. Commissioner Tippets motion to approve the change order 21 in the amount of $158,283.24. Commissioner Asay seconded the motion. The Board Members voted as follows on the motion:

	Yes	No	Abstained	Absent
Board Member Tippets:	X			
Board Member Lytle:	X			
Board Member Asay:	X			

Draft

The motion carried.

With nothing further to consider, Board Member Tippets adjourned the meeting by acclamation at 10:04 am.

Draft

County of Daggett
Cash Summary
All Bank Accounts as of 10/23/2026

Bank Account	Account No.	Account Name	Amount
Zions Checking	10.1122	Zions Checking - General	($80,670.47)
Zions Checking	11.1122	Cash - checking - Zions Fd 11	$1,547,674.73
Zions Checking	12.1122	Cash - checking - Zions Fd 12	$200,781.66
Zions Checking	13.1122	Cash - checking - Zions Fd 13	$400,510.74
Zions Checking	15.1122	Zions Checking - General	($59,620.37)
Zions Checking	17.1122	Cash - Checking - Zions Fd 17	$14,185.67
Zions Checking	18.1122	Cash - Checking - Zions Fd 18	$39,844.61
Zions Checking	19.1122	Zions Checking - General	$359,429.20
Zions Checking	20.1122	Cash-Checks-Zions fd 20	$3,667.26
Zions Checking	22.1122	Cash - checking Zions Fd 22	$368,027.02
Zions Checking	23.1122	Cash - checking - Zions Fd 23	$605,144.30
Zions Checking	24.1122	Cash - checking - Zions Fd 24	$4,498.34
Zions Checking	25.1122	Cash - checking - Zions Fd 25	$275,826.35
Zions Checking	27.1122	Cash - checking - Zions Fd 27	$3,745.51
Zions Checking	28.1122	Cash - checking - Zions Fd 28	$508,546.48
Zions Checking	30.1122	Cash - Checking - Zions Fd 30	$18,737.85
Zions Checking	32.1122	Cash - checking Zions FD 32	$20,250.01
Zions Checking	33.1122	Cash - checking - Zions Fd	($195,593.09)
Zions Checking	34.1122	Cash-Checking-Zions Fd 34	$1,044,974.31
Zions Checking	35.1122	Zions Checking	($40,354.15)
Zions Checking	37.1122	Zions Checking - Combined	$24,787.35
Zions Checking	40.1122	Cash - checking - Zions Fd 40	$411,739.35
Zions Checking	45.1122	Cash - Checking - Zions Fd 45	($810,041.28)
Zions Checking	47.1122	Zions Checking - General	$19,791.16
Zions Checking	49.1122	Checking - Zions Fd 49	$58,472.72
Zions Checking	50.1122	Cash-Checking-Zions Fd 50	$28,086.55
Zions Checking	72.1122	Cash - checking - Zions Fd 72	($979.55)
Zions Checking	74.1122	Cash - checking - Zions Fd 74	$19,655.83
Zions Checking	75.1122	Cash - checking - Zions Fd 75	$15,801.00
Zions Checking	76.1122	Cash - checking - Zions Fd 76	$27,511.43
Zions Checking	77.1122	Cash - checking - Zions Fd 77	$3,812.97
Zions Checking	78.1122	Cash - checking - Zions Fd 78	$10,643.39
Zions Checking	80.1122	Cash - checking - Zions Fd 80	$15,046.87
Zions Checking	81.1122	Zions Checking - General	$3.20
			$4,863,936.95
PTIF 2259 General Accounts	10.1151	PTIF 2259 General	$25,236.26
PTIF 2259 General Accounts	11.1151	PTIF 2259 General	$255,562.97
PTIF 2259 General Accounts	12.1151	PTIF 2259 General	$42,844.09
PTIF 2259 General Accounts	13.1151	PTIF 2259	$103,949.81
PTIF 2259 General Accounts	19.1151	PTIF 2259 General	$108,574.55
PTIF 2259 General Accounts	50.1151	PTIF 2259 General	$170.00
			$536,337.68
PTIF 2552 General Fund	10.1161	PTIF 2552 General Fund	$6,634.46
PTIF 2552 General Fund	28.1161	PTIF 2552 Home Sales	$21,066.06
			$27,700.52
PTIF 2772 Farm & Ranch Protection	10.1162	PTIF 2772 General Fund	$21,269.88
PTIF 2772 Farm & Ranch Protection	47.1162	PTIF 2772 General Fund	$18.21
			$21,288.09
PTIF 2834 General Fund	10.1153	PTIF 2834 General Fund	$198.77
PTIF 3465 General Fund	10.1163	PTIF 3465 General Fund	$24,329.17
PTIF 3932 General Fund	10.1154	PTIF 3932 General Fund	$12,789.16
PTIF 5583 Daggett County RDA Fund	25.1151	PTIF 5583 Daggett County RDA	$1,438,584.28
PTIF 5610 Daggett County Redevelopment #1	25.1158	PTIF 5610 Daggett County RDA	$889,647.61
PTIF 8676 Water Revenue Bond	28.1168	PTIF 8676 Water Revenue Bond	$127,089.27
PTIF 8699 WT Bond Reserve Account	28.1169	PTIF 8699 WT Bond Reserve Account	$25,964.90
PTIF 8700 WT 2015 Replacement Account	28.1170	PTIF 8700 WT 2015 Replacement Account	$125,634.13
Zions Tax Collection 026134668	81.1130	Zions Checking - Tax Collection	($54,574.20)
PTIF 3200 Motor Vehicle	81.1131	PTIF 3200 Motor Vehicle	$106,433.19
UNDEPOSITED PAYMENTS	10.1175	Cash clearing	$9,098.31
UNDEPOSITED PAYMENTS	11.1175	Cash clearing	$88,116.82
UNDEPOSITED PAYMENTS	12.1175	Cash clearing	$0.02

County of Daggett
Cash Summary
All Bank Accounts as of 10/23/2026

Bank Account	Account No.	Account Name	Amount
UNDEPOSITED PAYMENTS	13.1175	Cash clearing	$20,367.67
UNDEPOSITED PAYMENTS	24.1175	Cash clearing	$615.90
UNDEPOSITED PAYMENTS	25.1175	Cash Clearing	$856.33
UNDEPOSITED PAYMENTS	28.1175	Cash clearing	$35,708.06
UNDEPOSITED PAYMENTS	30.1175	Cash Clearing	$3,590.14
UNDEPOSITED PAYMENTS	32.1175	Cash clearing	$1,536.00
UNDEPOSITED PAYMENTS	33.1175	Cash clearing	$2,888.94
UNDEPOSITED PAYMENTS	35.1175	Cash Clearing	$2,455.82
UNDEPOSITED PAYMENTS	40.1175	Cash Clearing	$0.01
UNDEPOSITED PAYMENTS	45.1175	Cash Clearing	$5,335.56
UNDEPOSITED PAYMENTS	72.1175	Cash clearing	$15,794.79
UNDEPOSITED PAYMENTS	74.1175	Cash clearing	$2,302.46
UNDEPOSITED PAYMENTS	76.1175	Cash clearing	$1,554.31
UNDEPOSITED PAYMENTS	80.1175	Cash clearing	$1,155.62
UNDEPOSITED PAYMENTS	81.1175	Cash clearing	$6,369.03
			$197,745.79
General Ledger Cash Total:			**$8,343,105.31**

County of Daggett
Cash Summary
All Bank Accounts as of 10/23/2026

Description	Amount
Zions Checking	$4,863,936.95
PTIF 2259 General Accounts	$536,337.68
PTIF 2552 General Fund	$27,700.52
PTIF 2772 Farm & Ranch Protection	$21,288.09
PTIF 2834 General Fund	$198.77
PTIF 3465 General Fund	$24,329.17
PTIF 3932 General Fund	$12,789.16
PTIF 5583 Daggett County RDA Fund	$1,438,584.28
PTIF 5610 Daggett County Redevelopment #1	$889,647.61
PTIF 8676 Water Revenue Bond	$127,089.27
PTIF 8699 WT Bond Reserve Account	$25,964.90
PTIF 8700 WT 2015 Replacement Account	$125,634.13
Zions Tax Collection 026134668	($54,574.20)
PTIF 3200 Motor Vehicle	$106,433.19
UNDEPOSITED PAYMENTS	$197,745.79
General Ledger Cash Total:	**$8,343,105.31**

Accounts Receivable Report for Commission

Who:	Fund:	What:	How Much:	Received:	Notes:
State of Utah	50	DJ Airport	$11,520.00		Emailed Bret Reynolds 10/21/2026
State of Utah	45	DJ Water Treatment	$167,143.86	10/01/2026	Submitted 09/03/2026
CIB	45	DJ Water Treatment	$113,254.69	10/19/2026	
State of Utah	45	DJ Water Treatment	$32,687.15		Submitted 10/08/2026
State of Utah	30	SHSP Grant	$3,590.14		Submitted 10/21/2026

Municipal Building Authority of Daggett County

Open Invoice Register - 10/22/2026

Invoice No.	Vendor	General Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
1CY1-T69P-4K1D	Amazon Capital Services	10/9/26	10/9/26	**$ 18.39**			
				$ 18.39	454100.610	MBA Clinic Miscellaneous Supplies	Door Cylinder Lock
3967	Atkinson Sound	10/20/26	10/20/26	**$ 785.00**			
				$ 785.00	454100.610	MBA Clinic Miscellaneous Supplies	System Controller Added
1-1081496	Gray's Market LLC	9/29/26	9/29/26	$ 24.97			
				$ 24.97	454100.610	MBA Clinic Miscellaneous Supplies	Supplies for Key & Core Install
1-1081506	Gray's Market LLC	9/29/26	9/29/26	$ 7.99			
				$ 7.99	454100.610	MBA Clinic Miscellaneous Supplies	Flambeau 4007
2-1024622	Gray's Market LLC	9/3/26	9/3/26	$ 5.85			
				$ 5.85	454100.610	MBA Clinic Miscellaneous Supplies	Bulk Bolts/Nuts/Nails/Etc.
2-1028295	Gray's Market LLC	9/18/26	9/18/26	$ 12.96			
				$ 12.96	454100.610	MBA Clinic Miscellaneous Supplies	Bulk Bolts/Nuts/Nails/Etc.
2-1028368	Gray's Market LLC	9/19/26	9/19/26	$ 11.99			
				$ 11.99	454100.610	MBA Clinic Miscellaneous Supplies	Deck Screws
	Vendor Total:			**$ 63.76**			
INV-004418	Intergrated Power Solutions LLC dba Simpli Scada	10/8/26	10/8/26	**$ 4,895.80**			
				$ 4,895.80	454100.740	MBA Capital outlay	Water Treatment Plant - Simpli Link Hub, Set up fee
275098	Mountain West Propane Inc.	9/22/26	9/22/26	**$ 4,159.49**			
				$ 4,159.49	454100.610	MBA Clinic Miscellaneous Supplies	Propane for Clinic

Municipal Building Authority of Daggett County

Open Invoice Register - 10/22/2026

Invoice No.	Vendor	General Ledger Date	Due Date	Amount	Account No.	Account Name.	Description
	Total			**$ 9,922.44**			

			GL Account Summary
$	5,026.64	454100.610	MBA Clinic Miscellaneous Supplies
$	4,895.80	454100.740	MBA Capital outlay
$	**9,922.44**		**Total**

Municipal Building Authority of Daggett County
Disbursement Summary
Zions Checking - 10/09/2026 to 10/22/2026

Payee Name	Reference No.	Payment Date	Payment Amount	Void Date	Void Amount	Source
Hadfield Construction LLC	101570	10/13/2026	$ 215,356.40			Purchasing
Union Telephone Company	101581	10/13/2026	$ 755.97			Purchasing
Total			**$ 216,112.37**		**$ -**	

Housing & Community Development

August 6, 2026

Matt Tippets
Chairman, Daggett County Municipal Building Authority
95 N. 1st West
Manila, UT 84046

RE: Permanent Community Impact Board (CIB) Contract Monitoring – 22-DWS-0301, BB-2517 – Dutch John Water Improvements – ANNUAL Determination

Dear Chairman Tippets,

We have reviewed the status of the following project – 22-DWS-0301, BB-2517 – Dutch John Water Improvements. Annual monitoring is complete, and the results are deemed satisfactory. This is the final report for this fiscal year.

Next year we will send you a new Project Report for annual monitoring in FY2027. Once the project is complete, please let us know and we will send the Project Report for FINAL monitoring.

If you have any questions about CIB Monitoring, the point of contact is Michael Mowes, mmowes@utah.gov.

Please contact me if you have any other questions.

Regards,

Candace Powers
Program Manager
Permanent Community Impact Fund Board

Division of Housing and Community Development
Multi-Agency State Office Building
195 N 1950 W
Salt Lake City, UT 84116

Gmail

Larinda Isaacson <larindai@daggettcounty.org>

FY2026 CIB Monitoring – ANNUAL Determination Letter - Daggett County MBA

1 message

Michael Mowes <mmowes@utah.gov> Mon, Oct 19, 2026 at 10:16 AM
To: mtippets@daggettcounty.gov, jplatt@daggettcounty.org, larindai@daggettcounty.org
Cc: Paul Moberly <moberpaul@utah.gov>

Dear Chairman Tippets,

Attached is the ANNUAL Determination Letter for FY2026 CIB monitoring. The monitoring requirement is considered complete for this fiscal year. Next year we will send you a new request (FY2027). If you complete the project in the next year, please let the CIB Team know so that we can forego the annual monitoring and complete the FINAL monitoring.

The point of contact for CIB monitoring is Michael Mowes, email: mmowes@utah.gov.

Thank you for all your assistance in accounting for these funds.

Respectfully,

Michael

Governor's Office *of* Economic Development

Michael Mowes
Program Specialist, Community Development & Revitalization
DHCD, Governor's Office of Economic Development
803-795-6123 | mmowes@utah.gov

Note: All communications not protected under UCA 63G-2-305 may be subject to public disclosure.

22-DWS-0301--CIB--Monitoring--FY2026 Annual Determination Letter.pdf
124K

Purchase Request Form

Date of Request: 10/26/2026	**Date Required:** 10/27/2026	**Vendor Name:** VLCM
Requested By: Jesse Platt		**Vendor Contact:**
Department Head Approval: Randy Asay		**Ship to Address:**
Auditor's Approval (budget purposes only): Keri Pallesen 10/26/2026		
Special Instructions, Quotes, Etc.:		

Qty	*Item # or Account code*	*Desctiption*	*Price Each*	*Total Price*
1	This record has been deemed protected. Contact the County Clerk for additional information		$7,444.68	$7,444.68
1	This record has been deemed protected. Contact the County Clerk for additional information		$2,279.94	$2,279.94
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
			TOTAL	$9,724.62

Account Code	**Dollar Amount**
45.4100.610	$9,724.62

Commission Approval: **Date:** 10/27/2026

Matt Tippets