

UINTAH BASIN REVITALIZATION FUND BOARD MEETING

Thursday, January 16, 2025 - 3:00 PM

Virtual Meeting - <https://utah-gov.zoom.us/j/86587519475>, Meeting ID: 865 8751 9475, +1 253 215 8782 US (Tacoma)....

DRAFT MEETING MINUTES

Board Members Present

Evan Curtis, Chairman
Councilman Mike Natchess - Ute Tribe Business Committee
Commissioner Greg Miles – Duchesne County
Commissioner John Laursen - Uintah County
Councilman Emmett Duncan - Ute Tribe Business Committee

Staff and Guests Present

Laurie Brummond, UBAOG Director / Duchesne County Grant Administrator
Hillarie Murray, Ute Tribe Revitalization Manager
Justin Anderson, Utah Attorney General's Office
Gennie Bird, Uintah County Grant Manager
Carver Black, DWS Finance Manager
Veronica Salazar, DWS Contracting
Jennifer Dominici, HCD Assistant Director
Christina Oliver, HCD Director
Michael Mowes, HCD Program Specialist
Paul Moberly, HCD Program Manager

1. Welcome & Introductions

Chairman Evan Curtis officially called the Uintah Basin Revitalization Fund (UBRF) Board meeting to order at 3:03 PM, on Thursday, January 16, 2025 via Zoom. Chairman Curtis invited all in attendance to introduce themselves, beginning with board members and followed by others on Zoom. They also welcomed new program staff, Justin Anderson with the Utah Attorney General's Office, and Stephanie Johnson with DWS Finance.

2. Approval of Minutes [3:56]

The draft minutes from the October 24, 2024 meeting were presented. The chair called the question:

Commissioner Miles made, and Commissioner Laursen seconded, a motion to approve the minutes from the UBRF Board meeting held on October 24, 2024. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner Laursen, Councilman Natchess, Councilman Duncan, and Chairman Curtis.

3. Fund Report [4:38]

Chairman Curtis invited DWS Finance staff to present the fund balances. Carver Black reviewed the changes to the report format, explaining that it has been updated to reflect the new umbrella contracts. This update is designed to streamline the process and avoid the need for repetitive contracting for each project. He shared the new balance amounts for each entity:

| Grantee | Beginning Balance | Interest Earned* | Approved Projects** | New Balance** |
|-----------------|-------------------|------------------|---------------------|---------------|
| Duchesne County | 6,881,022.95 | 106,558.24 | 5,886,568 | 1,076,329 |
| Uintah County | 3,132,090.49 | 113,835.42 | 0 | 3,214,949 |
| Ute Tribe | 1,779,190.49 | 232,589.98 | 0 | 1,928,389 |

A new column was added to the report showing the amount available in the umbrella contracts, and another column titled "Amendment Available" now reflects the interest earned that can be used to fund projects if necessary.

Chairman Curtis inquired whether board action would be required to add additional funds to the contract. Mr. Black responded that no board action would be needed. Instead, the umbrella contract would simply be amended to increase the amount of available funds. He assured that the existing funds in the contract would be accessible immediately, and any amendment to add additional funds would not cause significant delays to ongoing projects.

4. Board Business [7:12]

4.a Contract Report

Chairman Curtis asked Mr. Moberly to discuss the contract report. Mr. Moberly briefly updated the board, mentioning that two projects had recently been closed out with remaining balances. The first project from Duchesne County had just one penny remaining, essentially spent out. The second project from Uintah County had \$135 remaining, also essentially spent out. Both amounts were reverted back to the unallocated fund.

Laurie Brummond commended Mr. Moberly for his attention to detail. Chairman Curtis praised Mr. Moberly's precise accounting. He acknowledged the high level of accuracy involved in the task and echoed Laurie Brummond's appreciation for the effort.

Chairman Curtis asked if there were any further questions or comments on the contract report. There were none.

4.b Annual Required Trainings (OPMA, GRAMA , Ethics) provided by Justin Anderson [8:36]

Chairman Curtis asked Mr. Anderson to provide the annual required training. Mr. Anderson discussed OPMA, GRAMA, and the ethics statute, including requirements for meeting notices, record-keeping, the importance of transparency, closed meetings, the rules surrounding electronic meetings, and common violations. Chairman Curtis thanked Mr. Anderson for the training and his continued support, as well as Paul and his team for their efforts in ensuring proper meeting notices and minutes.

5. Project Applications [24:35]

5.a Ute Tribe - Renewal of contract 20-1552 [25:00]

Chairman Curtis asked Mr. Moberly to discuss the Ute Tribe renewal contract. Mr. Moberly explained that the contract, which expired at the end of 2024, is straightforward and proposed a one-year extension until 2025. He mentioned that certain parts of the contract, such as the Ute Language Program, might require additional extensions beyond that period.

Hilary Murray clarified that the contract had already been extended for one year during the prior meeting. Chairman Curtis acknowledged the update and confirmed no further action was needed.

5.b Uintah County - Infrastructure Development Phase II - \$1,300,000 [26:58]

Chairman Curtis asked Mr. Moberly to introduce the Uintah County Infrastructure Development, Phase 2. Mr. Moberly explained that this is a continuation of the project approved in a previous meeting for the Lucky Acres affordable housing development, which involves the installation of water, sewer lines, and utilities for 27 self-help homes. Commissioner Larson shared that the project ran out of funds for paving and curbing due to rising costs but emphasized the importance of the development. Laurie Brummond expressed gratitude for the support and discussed challenges in securing affordable lots for the self-help program. Chairman Curtis thanked all involved, and called the question:

Commissioner Miles made, and Commissioner Laursen seconded, a motion to approve the project as presented. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner Laursen, Councilman Natchess, Councilman Duncan and Chairman Curtis.

5.c Ute Tribe - Fund transfer and new allocation to 24-DWS-0523 - \$30,075.20 [31:46]

Chairman Curtis asked Mr. Moberly to introduce the Ute Tribe fund transfer and new allocations. Mr. Moberly explained that the proposal involved transferring funds from 24-DWS-0520 (Drain Jetter) - \$9,924.79 and 20-1110 (Misc community center projects) - \$20,605.21, and allocate \$6,974.80 (difference to \$37,700) in unallocated funding to 24-DWS-0523 (Admin Complex Roof Repair) to cover additional cost overruns and change orders for the Admin complex roof repair project. Mr. Moberly recommended adjusting the motion to transfer up to the remaining balance of both contracts to address discrepancies.

The Chair called the question:

Commissioner Miles made, and Commissioner Laursen seconded, a motion to approve the fund transfer and new allocation up to the requested amount. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner Laursen, Councilman Natchess, Councilman Duncan and Chairman Curtis.

5.d Ute Tribe - Parks & Recreation Vehicle Purchase - \$250,000 [34:39]

Chairman Curtis asked Mr. Moberly to discuss the Ute Tribe parks and recreation vehicle purchase. Mr. Moberly explained that the request was for \$250,000 to purchase three new trucks and equipment for snow removal, including salt spreaders and snowplows. Councilman Duncan added that the trucks were 10-15 years old and had over 200,000 miles but are essential for park and road maintenance. The original department request was for four vehicles, but it was reduced to three.

The Chair called the question:

Commissioner Laursen made, and Commissioner Miles seconded, a motion to approve the project as presented. The motion passed unanimously with affirmative votes from

Commissioner Miles, Commissioner Laursen, Councilman Natchess, Councilman Duncan and Chairman Curtis.

5.e Ute Tribe - Brownsfield Vehicle Purchase - \$50,000 [36:16]

Chairman Curtis asked Mr. Moberly to discuss the Brownsfield Program vehicle purchase. Mr. Moberly explained that the request was for \$50,000 to purchase a new vehicle for the Brownsfield program, specifically a truck to support the program's activities. Councilman Duncan clarified that this vehicle is needed due to the addition of a new staff member in the Brownsfield Grant department, who will be responsible for identifying hazardous waste sites on the reservation.

The Chair called the question:

Commissioner Miles made, and Commissioner Laursen seconded, a motion to approve the project as presented. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner Laursen, Councilman Natchess, Councilman Duncan and Chairman Curtis.

5.f Ute Tribe - GAP Vehicle Purchase - \$75,000 [37:56]

Chairman Curtis asked Mr. Moberly to discuss the request for a vehicle purchase for the Ute Tribe's General Assistance Program. Mr. Moberly explained that the Ute Tribe was requesting \$75,000 to purchase a new vehicle to support the implementation of a solid and hazardous waste management ordinance, including transportation of waste from temporary community transfer stations to the county landfill. Councilman Duncan confirmed there were no additional comments from the Ute Tribe.

The Chair called the question:

Commissioner Laursen made, and Commissioner Miles seconded, a motion to approve the project as presented. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner Laursen, Councilman Natchess, Councilman Duncan and Chairman Curtis.

5.g Ute Tribe - Recreation Vehicle Purchases - \$150,000 [39:11]

Chairman Curtis asked Mr. Moberly to discuss the request for the Ute Tribe's recreational vehicle purchase. Mr. Moberly explained that the Ute Tribe was requesting \$150,000 for the purchase of two new cargo vans to support the transportation of youth to events, to assist with a running club, and equipment transport. Board member Duncan confirmed there were no additional comments from the Ute Tribe.

The Chair called the question:

Commissioner Laursen made, and Commissioner Miles seconded, a motion to approve the project as presented. The motion passed unanimously with affirmative votes from Commissioner Miles, Commissioner Laursen, Councilman Natchess, Councilman Duncan and Chairman Curtis.

6. Board Member Issues [40:33]

6.a Schedule of Meetings

Chairman Curtis moved on to the discussion of scheduling the next board meeting. Laurie Brummond explained that the meeting could be held at the Ute Tribe's office, and suggested Thursday, April 3rd, as a potential date, due to scheduling conflicts with Mondays and Tuesdays. After confirming availability, the board discussed possible conflicts with other meetings, including the Utah Association of Counties conference. They decided that Thursday, April 10th, at 1:00 PM would work for everyone.

Chairman Curtis entertained a motion to adjourn.

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

The meeting adjourned at 3:48 pm.

Submitted by Paul Moberly