



## **GRAND COUNTY COMMISSION SPECIAL MEETING / WORKSHOP**

**Grand County Commission Chambers  
Hybrid virtual participation on Zoom  
Moab, Utah**

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### **MINUTES 8 December 2025**

The Grand County Commission met in a special budget workshop meeting on December 8<sup>th</sup>, 2025. The meeting was held in-person in the Grand County Commission Chambers, with hybrid virtual participation also available via Zoom. It was also broadcast and saved on YouTube. Attending the meeting in-person were Commission Chair Bill Winfield, Commission Vice-Chair Melodie McCandless and Commissioners Brian Martinez, Jacques Hadler, and Mike McCurdy, Trish Hedin and Mary McGann. Also attending in-person were Commission Administrator Mark Tyner, Associate Commission Administrator Quinn Hall, and Clerk/Auditor Gabriel Woytek.

#### **9:00 a.m. Chair Winfield called to order the Budget Workshop**

The workshop began with a discussion regarding the current draft budget position and reserve draw needed to balance. The latest draft shows a significant general fund shortfall. Numbers discussed included a preliminary ~1.1M overrun (earlier figure) rising to an estimated reserve draw of approximately \$1.465M (figures from Nov 21 and later updates were referenced). The group recognized some variance between versions and agreed to use updated figures produced by administration.

A variety of revenue and receivable opportunities were discussed. Commissioners and Administration stressed collecting outstanding invoices from the City (past due 2023–2024 invoices ~ \$230K for dispatch) as immediate relief to the budget; administration and city management are negotiating and following up. Commissioners encouraged communication to the city stressing the county's budget timeline. Discussion of TRCC/TRT (tourism) revenue and allocation: current draft allocated 100% of TRT revenue as a placeholder to law enforcement; reallocating TRT would affect sheriff funding and general fund shortfall. Commissioners plan to vote on a fixed guide tax and allocations in the next regular meeting; potential allocations discussed include 20% for Sheriff operations/maintenance (~\$400K) and 10% toward jail debt (note: jail debt payment was moved to capital projects fund by admin, so it would not reduce general fund shortfall directly). County currently pays interlocal fees (animal control \$12K, trail maintenance amount variances). Commissioners argued the city should pay its past bills and reconsider current interlocal contributions while discussions continue.

Current proposal charging departments funded by restricted revenues an administrative fee to recoup the general-fund-provided central services (HR, IT, Attorney, Clerk, Treasurer, Admin). Two methods were presented: a) Fee per employee per hour (detailed cost-based method). Clerk/Auditor's analysis estimates the full cost is approximately \$8–\$10 per employee-hour (based on FTE equivalents and department time allocations). Commissioners stated that implementing this charge 100% would be too disruptive; phased approach recommended. b) A simpler percentage-based / cap approach (e.g., 10% of restricted revenue) or a flat \$ per employee-hour. Both methods yielded similar aggregate results in analysis (within ~\$34K difference in totals).

Commissioners discussed equity and audit defensibility: they emphasized applying the fee consistently to all departments using restricted funds to avoid perception of bias and to satisfy state auditor expectations. Proposed near-term compromise: adopt a phased-in \$4/hour administrative fee applied to a selected set of departments (initial list discussed: Sheriff, Airport, Roads/weeds, Library, Sand Flats, and similar restricted-funded units). Commissioners asked the Finance Director to calculate the effect of \$4/hr across listed departments and provide updated figures by the next meeting. The \$4/hr scenario was estimated to produce gross collections around \$312K (with net increase over existing collections discussed, existing administrative fees collected were noted around \$155–157K so net increase would be ~+\$157K). Commissioners discussed a possible cap (e.g., \$6/hr) and a five-year rollout option (50%, 65%, 80%, 95%, 100% phased in) for moving toward the calculated full cost (\$8–\$10/hr). Consensus: begin with a conservative phased amount (staff recommended \$4/hr), calculate impacts and present options for adoption and formal policy/resolution at a later meeting.

Commissioners discussed position freezes, vacancy management, and personnel reductions. The group reviewed vacancy freeze and potential savings from holding positions vacant. Estimated savings from agreed Q1 freeze items and reductions totaled roughly \$621K. Some positions already reviewed/approved (e.g., victim advocate mandated position, airport operations manager reclassification) were noted as exceptions. Commissioners discussed voluntary work-reduction options and mandatory short-time policies as tools for cost savings:

Voluntary reduced hours: survey results show approximately half of staff said they could accept voluntary reductions; loss of income and insurance impacts were major concerns. Commissioners favored pursuing a voluntary program first.

Mandatory work reductions / early Friday closure: proposals included mandatory shorter Fridays or office closures to save ~ \$192K (range discussed \$104K–\$139K for vacancy/hiring delays; voluntary reductions estimated ~ \$16.5K in one scenario). Commissioners expressed caution: some departments (elected offices, courts) may be required by statute to maintain posted hours; impacts on constituents and cross-department dependencies were concerns. Consensus: consider voluntary reductions and freeze for Q1, review after quarter 1 with revenue updates before pursuing mandatory measures. Shantel/administration to prepare impact estimates for mandatory options for next meeting.

A full 2.8% COLA (2.8% or 2.7–2.8% figure discussed) would cost the county approximately \$536K total, of which general fund portion ~\$357K. Commissioners generally agreed to defer COLA decisions until after Q1 revenue review; retroactive COLA decisions also to be discussed if revenue allows. Reclassifications: generally to be deferred; however certain mandated reclassifications (e.g., airport operations manager) or approved mandated positions (victim advocate) were acknowledged and will remain.

Commissioners asked for a line-by-line straw poll on freeze and reduction items and received general agreement to keep the Q1 freeze in place and to evaluate results after quarter 1. Several commissioners asked for the administration to present concrete dollar impacts for each proposal at the next meeting. Changes discussed were agreed to be compiled with highlighted adjustments made since the last workshop and provide an updated consolidated worksheet.

Commissioners discussed external funding requests (PRCC, solid waste, search & rescue, museum, Four Corners behavioral health, health department, animal control, EMS/fire, humane society). Some items may already be included in department budgets (e.g., search & rescue in sheriff budget). Commissioners requested a consolidated list of external requests, marking which are already in the budget and which are additional, to allow an apples-to-apples tally at the next meeting.

TRCC/TRT allocations and placeholders: TRT revenues were being used as placeholders for law enforcement in the current draft; reallocating TRT to other uses (museum, solid waste, airport) would

increase general fund need unless replaced by new revenue (e.g., proposed fixed-guide tax). Commissioners discussed the consequences of reallocating TRT revenues if a new tax measure were not approved.

Commission internal budgets (travel, discretionary, professional services). Commissioners reviewed their own travel/discretionary budgets. Some proposed 2025 increase was questioned. Some Commissioners argued travel is essential for bringing grant and project funding to the county (examples cited where commissioners' advocacy helped secure millions in grants). Others recommended holding travel budgets flat at the prior-year level (2025 level) or being more deliberate about delegations to reduce duplication (not all commissioners need to attend every legislative or advocacy event).

**Chair Winfield adjourned the meeting at 10:58 a.m.**

*Bill Winfield*

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Bill Winfield  
Chair, Grand County Commission

*Gabriel Woytek*

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Gabriel Woytek  
Grand County Clerk/Auditor

# Audit trail

## Details

FILE NAME	12.8.2025 SPECIAL GCC BUDGET WORKSHOP MINUTES Approved.pdf - 1/6/26, 6:26 PM
STATUS	<span>●</span> Signed
STATUS TIMESTAMP	2026/01/07 16:16:41 UTC

## Activity

 SENT	dvanhorn@grandcountyutah.gov <b>sent</b> a signature request to: <ul style="list-style-type: none"><li>• Bill Winfield (bwinfield@grandcountyutah.gov)</li><li>• Gabriel Woytek (gwoytek@grandcountyutah.gov)</li></ul>	2026/01/07 01:26:37 UTC
 SIGNED	<b>Signed</b> by Bill Winfield (bwinfield@grandcountyutah.gov)	2026/01/07 01:28:03 UTC
 SIGNED	<b>Signed</b> by Gabriel Woytek (gwoytek@grandcountyutah.gov)	2026/01/07 16:16:41 UTC
 COMPLETED	This document has been signed by all signers and is <b>complete</b>	2026/01/07 16:16:41 UTC

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