**ADMINISTRATIVE CONTROL BOARD OF THE GRAND COUNTY RECREATION SPECIAL SERVICE DISTRICT NO. 1**
**Meeting Minutes**
**December 10, 2025**
**Old Spanish Trail Arena, Moab, Utah**

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**Board Members Present:** Robert Kraft, Patricia Jones, Jim Lewis, Robert Hollahan, Patrick Trim, Ken Minor, Mike McCurdy
**Absent and Excused:** Bill Winfield **Staff in Attendance:** Shadie Blake.

**Call to Order:**
The meeting was called to order by Lewis at **7:03 P.M.**

**Citizens to Be Heard:**
No public comments were received.

**Approval of Meeting Minutes:**
The minutes of **November 19, 2025,** meeting was reviewed by the Board. Jim Lewis entertained a motion to approve the minutes as presented Patrick Trim moved to approve, and Robert Kraft seconded. The motion carried unanimously.

**OSTAC REPORT: Representative was Unable to attend the meeting**

**Financial Report**
Shellie presented the **November 2025 financial statements**. The Board reviewed the report, and all financials appear in good standing.

**2025 Amended Budget Discussion:**
A review of the 2025 Budget, using conservative estimates for fourth-quarter lease distributions and capital project contributions, indicates an estimated **$49,542.58** year-end contribution to the fund balance. Ken is helping determine the amount of interest to transfer monthly into the Capital Fund Project. Ken working on a monthly spreadsheet for PTIF interest re

**2026 Preliminary Budget Discussion:**
Reviewing the 2026 Budget for the December 10 meeting, Mike informed the Board that Grand County will cover the OSTA M&O expenses in 2026. As a result, the prior year's $137,000 allocation will be reduced, with Grand County tentatively approving $42,000. The Board adjusted the 2026 budget to reflect this significant change in County revenue. Mike also informed the board about the County's newly hired audit firm and shared the County's interest in contributing $5,000 toward the Special Service District audit for the coming year. He noted that he will keep us informed as the County makes their final decision.

**Action Item:** Jim entertained a motion to approve the 2025 Amended Budget. Ken moved to approve the budget as presented, and Robert seconded the motion. The motion carried unanimously.

**Action Item (fix error in 2025 Amended Budget):** Jim entertained a motion to approve the 2025 Amended Budget. Robert moved to approve the budget as presented, and Patty seconded the motion. The motion carried unanimously.

**Action Item:** Jim entertained a motion to approve the 2026 Budget. Ken moved to approve the budget as presented, and Patrick seconded the motion. The motion carried unanimously.

**2026 Grant Applications:**
Due to significant budget reductions, the Board decided to defer review of the 2026 grant applications and budget until the end of the first quarter.

**Discussion Item:**
Review of 2026 Board Meeting Dates: The following dates were suggested:

- January 21, 2026
- February 18, 2026
- March 18, 2026
- April 15, 2026
- May 20, 2026
- June 17, 2026
- July 15, 2026
- August 19, 2026
- September 16, 2026
- October 21, 2026
- November 18, 2026
- December 9, 2026

**Action Item:** Jim entertained a motion to approve the 2026 Meeting dates. Robert moved to approve the budget as presented, and Bobby seconded the motion. The motion carried unanimously.

**2026 Grand County Audit Meeting:**
Discussion of who would be able to attend the Grand County Audit Committee meeting on January 9, 2026 @ 9:00am.
Ken Miner indicated he would be able to attend. Patrick Trim volunteered to attend as well, provided there is no conflict with a city meeting.

**Approval of November 2025 Payables:**
Lewis entertained a motion to approve the **November 2025 payables** in the amount of **$747.29.**

- **Motion:** Robert
- **Second:** Patty
- **Vote:** Motion carried unanimously by roll call vote.

**Board Member Reports & Concerns:**
None

**Adjournment**

- **Motion:** Lewis 9:16 pm
- **Second:** Bobby
- **Vote:** Motion carried unanimously by roll call vote.