

**SAN JUAN TRANSPORTATION SPECIAL SERVICE DISTRICT  
MEETING MINUTES**

**Monday ▪ Sept 29, 2025 ▪ 7:00 p.m.  
117 S Main, Monticello, UT**

**1. Call to Order** - The special meeting of the San Juan Transportation Special Service District was called to order by Chairman Kirk Crowley at 7:12 p.m., on Monday, Sept 29, 2025. The following persons were present for all, or portions of the meeting.

**Transportation District Board Members**

**Chairman: Eric Grover**

**Vice Chairman:**

**Secretary/Treasurer:**

Michael Haviken

Shane Shumway

Mike Christiansen

Lori Maughan

**Clerk: Cindi Holyoak**

**Special Service District Administrator:** Nominated (Kirk Crowley)

**Visitors**

**2. Consider Minutes Approval:**

**Motion was made by Michael Haviken to approve the minutes of Jun 2, 2025 and Jul 7, 2025. The motion was seconded by Shane Shumway and passed unanimously.**

**3. Financial Review:** Administrator Crowley presented a financial overview, noting a decrease in cash balances from \$3.6 million to \$3.4 million, partly due to a \$350,000 payment to San Juan County for school route funds. He highlighted that while the Board paid out slightly more than received (\$390,000 vs. \$388,000) for the year, it remains in a good financial position with note balances at \$170,000 and \$750,000 due in October. Administrator Crowley affirmed the importance of maintaining sufficient funds for emergencies, despite a current balance of \$2.8 million and \$651,000 obligated for projects. He explained that while SRS funds are low, mineral lease payments, including interest, provide about \$35,000 to \$41,000 per month, though this is significantly less than the \$300,000 per month received in 2014. The board also discussed the need to encourage oil drilling and explore alternative energy sources for increased revenue.

**4. Consider Payables** - Administrator Crowley detailed pending and paid expenses, including \$26,000 to the town of Bluff, auditor fees to Larsson and Company, meeting fees, and stipends for former and current chairpersons. A \$350,000 payment to San Juan County for school route roadwork was also highlighted.

**Motion was made by Shane Shumway to approve the payables as presented. The motion was seconded by Michael Haviken and opened for discussion.**

**Michael Haviken - Aye**

**Shane Shumway - Aye**

**Mike Christiansen - Aye**

**Eric Grover - Aye**

**The motion passed unanimously.**

### **5. Consider Project Funding:**

Administrator Crowley presented a spreadsheet tracking BNC road funds, noting that while the cities, Monticello, Bluff, and Blanding receive matching funds, San Juan County does not get the same match. He also discussed the significant reduction in SRS (Secure Rural Schools) funds, with only \$22,000 received this year compared to over \$300,000 in previous years, attributing this to ongoing legislative battles in Congress. It was also noted that some SRS funds go to the school district, and the current low funding levels impact the ability to undertake projects. It was noted that a payment of \$350,000 uses most of the incoming funds for the school routes, emphasizing the need for full funding from Congress. The discussion also touched upon the discrepancy in PILT (Payments in Lieu of Taxes) funding, which is currently bundled with SRS funds. Administrator Crowley detailed the approved, yet unspent, matching funds for Blanding (\$251,000), Bluff (\$109,000), and Monticello (\$291,000), which roll over annually. Monticello City has a planned \$300,000 project, expecting a \$125,000 match next year, while Bluff is pursuing a \$50,000 erosion project and a larger \$2.5 million road improvement project, with a specific focus on the Old Highway Improvement project in the historic district.

Administrator Crowley discussed the possibility of seeking additional funding from CIB (Community Impact Board), but highlighted the existing \$1 million debt as a limiting factor. He noted that paying off current 0% interest loans would free up capacity for new borrowing, but would deplete current funds. Lori Maughan suggested consulting Bruce Adams, a former commissioner and current member of the state transportation board, for guidance on CIB options.

Shane Shumway expressed a preference for prioritizing county road projects over city beautification, highlighting that the special service district was established for oil, gas, mining, timber, and tourism development in the county. There was discussion about a potential project in Spanish Valley to improve road access for a trail system, aiming to boost economic impact through large-scale mountain biking events. This project, estimated to require grading, widening, and gravel, would benefit unincorporated San Juan County.

**6. Potential New District Board Members:** Administrator Crowley discussed the current terms for board members, noting that some members, including Michael and Shane, are set to serve until 2028, while others are no longer on the board. He also mentioned a discrepancy in the current member list, indicating a need for updates and clarification on term lengths, as the current understanding suggests a mix of two-year and four-year terms to ensure staggered expiration dates. The discussion highlighted a vacancy on the board, and it was suggested that someone reach out to Lloyd Wilson or TC Garcia from Spanish Valley as potential candidates.

Administrator Crowley raised concerns about the outdated bylaws, noting that the current version is from 2018 and does not reflect changes in how districts are represented. He also expressed a need to locate updated information, possibly from Kelly, to revise and reapprove the bylaws, emphasizing the importance of ensuring the board accurately represents different areas.

**7. Upcoming Meeting Schedule:** Nov 24, 2025 7:00 PM (Live-In person)

**8. Other Business:** There was no other discussion.

**9. Adjournment: Motion was made by Michael Haviken to adjourn the meeting at 7:36 p.m. The motion was seconded by Erik Grover and passed unanimously.**

Attest: /s/Cindi Holyoak

Approved: /s/ Michael Haviken, Chairman ProTempore, Date: Nov 24, 2025