

SPECIALLY FUNDED TRANSPORTATION
SPECIAL SERVICE DISTRICT
ADMINISTRATIVE CONTROL BOARD MEETING MINUTES
NOVEMBER 18, 2025

The Specially Funded Transportation Special Service District (SFTSSD) Administrative Control Board Meeting was called to order by Chairman Victor Iverson at 3:01 p.m. on November 18, 2025, in the Commission Chambers of the Washington County Administration Building, St. George, Utah. Those in attendance were Commissioner Victor Iverson, Commissioner Gil Almquist, Arthur LeBaron, Mark Owens, Washington County Internal Auditor Camille Hastings, Public Works Director Todd Edwards, Assistant Public Works Director/Roads Superintendent Dean Wulffenstein, Deputy County Attorney Devin Snow, and Deputy County Clerk Jayanne Lewis.

AGENDA

Commissioner Almquist called the meeting to order at 3:01 p.m. It was determined that a quorum was present.

Approval of Minutes of December 3, 2024.

MOTION: Motion by Arthur LeBaron to Approve the Minutes of December 5, 2023. Motion seconded by Gil Almquist and carried by unanimous vote.

Open/Public Meetings Training

Open and Public meetings training was presented to the board by Deputy County Attorney Devin Snow.

Open 2025 budget for Review

Internal Auditor Camille Hastings explained that funding was lower than expected in 2025. There would need to be an adjustment to the 2025 budget to move funds from one account to another to compensate for the reduced funding. (See Attached)

2026 Proposed Budget Review

Internal Auditor Camille Hastings shared the proposed budget for 2026. The 2026 budget was adjusted to reflect the lower-than-expected income received during 2025. December 2, 2025 will be the public hearing for the final 2026 budget (See Attached)

Discussion and Consideration of Fraud Risk Assessment

Internal Auditor Camille Hastings informed the board that the annual ethics pledge form would need to be signed to lower the fraud risk. The board agreed to sign the 2025 form. The District is considered to be low risk.

Update on Banking Move from Zion's to Cache Valley Bank

Internal Auditor Camille Hastings explained that the checking and savings accounts are accruing more interest since the move to Cache Valley Bank.

Appoint Internal Accountants to Execute Transactions on Behalf of the Specially Funded Transportation Special Service District

Internal Auditor Camille Hastings explained in reviewing the accounts for the bank move, it was discovered a previous Auditor was still listed on the accounts. It is requested to remove Susanna Harper and appoint Deputy Chief Auditor Luke Peck to execute transactions on behalf of the Specially Funded Transportation SSD.

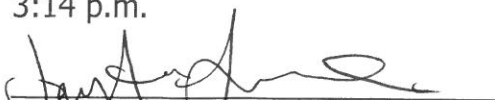
MOTION: Motion by Arthur Lebaron to remove Susanna Harper and appoint Deputy Chief Auditor Luke Peck to execute transactions on behalf of the Specially Funded Transportation SSD. Motion seconded by Gil Almquist and carried by unanimous vote.

Adjourn:

Having no other business, Commissioner Iverson asked for a motion to adjourn.

MOTION: Motion by Arthur Lebaron to Adjourn. Motion seconded by Mark Owens and carried by unanimous vote.

Having no additional business, Commissioner Almquist adjourned the meeting at 3:14 p.m.


JAYANNE LEWIS
DEPUTY CLERK


VICTOR IVERSON
CHAIRMAN