FIVE COUNTY ASSOCIATION OF GOVERNMENTS

Steering Committee Meeting

MINUTES

Date:	September 30, 2026
Time:	12:30 PM
Location:	Virtual meeting via Microsoft Teams (no physical location)
Presiding:	Commissioner Wade Hollingshead, Beaver County (Chair)
Called to Order by:	Commissioner Hollingshead

1. Call to Order and Roll Call

The Steering Committee meeting was called to order at approximately 12:30 PM on September 30, 2026. The meeting was held virtually. Executive Director Darin Bushman conducted a roll call, and confirmed a quorum.

Steering Committee Members Present — Online

- Wade Hollingshead, Beaver County Commissioner (Chair) (online)
- Paul Cozzens, Iron County Commissioner (online)
- Jerry Taylor, Garfield County Commissioner (online)
- Gil Almquist, Washington County Commissioner (online)
- Celeste Meyeres, Kane County Commissioner (online)
- Ray Spencer, Mayor, Town of Orderville (online)
- Jean Krause, Mayor, Town of Virgin (online)
- Mollie Halterman, Mayor, City of Parowan (online)
- Stephanie Hill, Iron County School District (online)
- Tyler Fails, Beaver County School District (online)
- Donna Law, Southern Utah University (online)

Steering Committee Members Absent

- Nolan Davis, Mayor, City of Milford
- Melani Torgersen, Mayor, City of Escalante
- Taylor Glover, Kane County School District
- Burke Staheli, Washington County School District
- Curtis Barney, Garfield County School District
- Brad Last, Utah Tech University

Staff Present

- Darin Bushman, Executive Director
- Jeff Shumway, Chief Financial Officer
- Allison McCoy, Chief Financial Officer (retiring)
- Michael Johnson, Program Manager, Community and Economic Development
- Nathan Wiberg, Deputy Transportation Director Five County AOG
- Myron Lee, Transportation Director, Five County AOG

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Guests

None.

2. Introduction of New CFO Jeff Shumway

Executive Director Darin Bushman announced that September 30, 2026 was Allison McCoy's last day with the Five County Association of Governments. He introduced Jeff Shumway, who joins the Association as Chief Financial Officer after coming from Southwest Utah Public Health. Committee members welcomed Mr. Shumway.

3. Discuss / Approve Fraud Risk Assessments

Allison McCoy and Jeff Shumway presented the FY2026 and FY2027 Fraud Risk Assessments.

- The fraud risk assessment is moving to the start of the fiscal year so it can evaluate risk for the coming year. The most recent prior assessment was completed during 2026, so the Association is catching up by completing the FY2027 assessment early.
- Mayor Krause noted that her town uses the same audit firm (Hafen Buckner) and has always completed the assessment at the end of the fiscal year. Staff explained that the timing change was suggested by the auditors and was new to the Association this year.
- In response to a question from the Chair, Mr. Shumway explained that the report is uploaded to the Utah State Auditor's website.

Motion:	Approve the FY2026 and FY2027 Fraud Risk Assessments as presented.
Moved by:	Commissioner Gil Almquist
Seconded by:	Commissioner Paul Cozzens
Vote:	Approved unanimously

4. Discuss / Approve Engineering for Roof Replacement

Executive Director Bushman presented this item for information only; no action was taken.

- The Association's administration building in St. George has ongoing roof leaks. Repairs of about $6,000 have been identified, with no guarantee, because the roof ultimately needs replacement.
- Campbell Architecture reviewed the roof and confirmed it needs replacement. Their estimates are about $122,000 for replacement, $15,000 for engineering and bid packet preparation, and $5,000 for construction management.
- The roof also has a design issue that must be addressed: the insulation is at the roof joist line, but the soffits and ridge cap are ventilated.
- Because of the project's size, it must be bid under state procurement law, which requires engineering and a bid packet.
- The building fund holds about $60,000, of which about $20,000 would go to engineering. Full replacement would likely require borrowing. Director Bushman has asked Campbell Architecture whether the replacement can be deferred, and for how long.
- Members discussed possible funding sources, including returning to the CIB. Commissioner Cozzens expressed disappointment that the prior remodel of more than $1 million did not address the roof. Commissioner Taylor noted that the Association previously had the opportunity to seek CIB funding for the building and used the revolving loan fund instead.
- Commissioner Almquist noted that firm bids cannot be obtained until the engineering is completed.

Director Bushman will report back to the Committee.

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5. CIB Application Review

Michael Johnson presented two applications for the October CIB funding cycle. The review forms were included in the meeting packet.

Kanab City — Aerial Ladder Fire Apparatus Replacement

- Request: $800,000 total — a $300,000 grant and a $500,000 loan at a requested 0.5% for 10 years.
- Total project cost: $1.8 million, including $260,000 in applicant cash and a $740,000 FEMA Assistance to Firefighters Grant (AFG). The CIB request represents 44% of the total project cost.
- The existing ladder truck dates to 1983 and lacks the reach and capacity needed for current growth. The replacement will provide approximately 100 feet of aerial reach plus pumping capacity.
- Commissioner Taylor noted the loan rate may need to be higher than 0.5%. Mr. Johnson said the CIB funding tool median was 2.5%, with a range of 1% to 4%, and the applicant is aware of this.
- Commissioner Meyeres noted that the city has been saving for the replacement for many years, while replacement costs rose from about $800,000 in 2020 to $1.1 million in 2021 and $1.2 million in 2022.
- Commissioner Almquist asked whether the city has space to house the new apparatus (it does) and what will happen to the existing truck. Commissioner Meyeres said it will not be scrapped and will likely go to another fire department in the area. The Chair asked Commissioner Meyeres to follow up on the city's plans for the existing truck.

Motion:	Support the Kanab City CIB application for an aerial ladder fire apparatus replacement.
Moved by:	Commissioner Celeste Meyeres
Seconded by:	Commissioner Gil Almquist
Vote:	Approved unanimously

Mr. Johnson noted that the application deadline is October 1, 2026, and that Kanab City's application would be submitted to the state that day.

Garfield County — Jail Expansion

- Request: $3.5 million grant for a jail expansion adding 40 inmate beds and the necessary support facilities.
- Total project cost: $5.6 million. The CIB request represents 62% of the total project cost; applicant cash is about $2.2 million.
- Commissioner Almquist asked whether the expansion would house state inmates, which could offset operating costs. He estimated that 40 state inmates at $100 per day would generate about $1.4 million per year. Commissioner Taylor said he believes state inmates are available to the county.
- Commissioner Taylor noted that the county recently completed a hospital expansion that cost more than $7 million and received about $1.4 million from CIB, and that the county is contributing significant cash to this project.
- It was noted that the jail currently has about 100 beds.

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Motion:	Support the Garfield County CIB application for a jail expansion.
Moved by:	Commissioner Gil Almquist
Seconded by:	Commissioner Paul Cozzens
Vote:	Approved unanimously

Both applications were to be submitted to the state before the October 1, 2026 deadline.

6. Other Business

No other business was brought before the Committee.

7. Closed Meeting

No closed meeting was held.

8. Adjournment

Before adjournment, Commissioner Cozzens thanked Allison McCoy for her service to the Association. The Chair and members joined him and wished her well in her retirement.

With no further business, Chair Hollingshead adjourned the meeting at approximately 12:56 PM.

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