

Management Committee Meeting
Thursday, April 11, 2019 – 9:00 am
CAG Conference Room
2540 W. Apache Trail, Suite 108
Apache Junction, Arizona

M I N U T E S

I. CALL TO ORDER

Chairman Turner called the meeting to order at 9:03 am.

II. PLEDGE OF ALLEGIANCE

Chairman Turner led the Management Committee, guests and CAG staff in the Pledge of Allegiance.

III. ROLL CALL AND INTRODUCTIONS

Members Present: Steven Turner, LaRon Garrett, Himanshu Patel, Mary Springer, Paul Jepson, Joe Heatherly, Matt Busby, Rick Miller, Ben Bitter, Don Jones, Keith Brann, Rick Horst, Bruce Gardner

Members Absent: Dean Hetrick, Sylvia Kerlock, Anna Flores, Tim Grier, Todd Pryor, Harvey Krauss

Staff: Andrea Robles, Yvonne Tackett, Angela Gotto, Brad Mecham, Alan Urban, Travis Ashbaugh, Ken Hebert

IV. CALL TO THE PUBLIC

No one answered the Call to the Public.

V. CONSENT ITEMS

Mr. Horst, City of Maricopa, made a motion to approve the consent agenda items as presented. Mr. Jepson, City of Globe, seconded the motion. The motion passed unanimously.

A. Approval of Management Committee Minutes – January 10, 2019

The January 10, 2019 minutes were approved under Consent Item V-A.

B. Review, Discussion and Decision on the Transportation Technical Advisory Committee (TTAC) Bylaws.

The TTAC Bylaws were approved under Consent Item V-A.

C. Review, Discussion and Decision on the Title VI Non-Discrimination Program Implementation Plan Update

The Title VI Non Discrimination Program Implementation Plan Update was approved under Consent Item V-A.



VI. EXECUTIVE DIRECTOR'S REPORT

Ms. Robles updated the Committee on recent activities and meetings taking place at CAG. She stated that the first draft of the FY 20 budget was presented to the Budget Committee/Executive Committee. Ms. Robles informed the committee that the MAG Contract was completed on time and within budget. She also stated that staff has submitted an application through ADEQ for a study on septic systems in the CAG Region. Ms. Robles stated that CAG and Sun Corridor Metropolitan Planning Agency (SCMPO) will be hosting the next Transportation Summit and that she is coordinating with Irene Higgs, SCMPO Executive Director. This was an information item.

VII. NEW BUSINESS

A. Financial Report

Ms. Tackett presented the financial report for the period ending March 31, 2019. The report included department financials, CAG's check register for January and the accounts receivable log. Ms. Tackett explained that the receivables are approximately one month behind the expenditures due to waiting for reimbursements once the expense is incurred. She also made note that there is a check issued to staff member Brad Mecham and wanted the committee to be aware that this was for reimbursement of training that Mr. Mecham paid for while CAG Staff were on furlough. Chairman Turner stated that due to the organization being largely grant funded, it is critical to have a reserve. He stated that the committee needs to ensure that CAG does not continue to operate in the red. Mr. Jepson, City of Globe, made a motion to recommend to Regional Council approval of the financial report as presented. Mr. Busby, City of Apache Junction, seconded the motion. The motion passed unanimously.

B. Review, Discussion and Decision on the CAG/Yuma Metropolitan Planning Organization (YMPO) IGA Policy

Ms. Robles explained to the committee that the Regional Council directed staff to create a repayment policy for the CAG/YMPO IGA. She stated that the loan is to be repaid over the next twelve months. Ms. Robles explained that these funds will be utilized as a backup plan to help provide CAG with financial stability as the agency continues to build a reserve fund. Mr. Jepson, City of Globe, asked Ms. Robles to pass to YMPO the committees appreciation for stepping up in support of CAG. Mr. Gardner, Town of Queen Creek, stated that we need to be vigilant of the dates to follow the repayment plan. Mr. Jepson made a motion to recommend to Regional Council approval of the CAG/YMPO IGA Policy. Ms. Springer, Gila County, seconded the motion. The motion passed unanimously.

C. Review, Discussion and Decision on the adoption of FY 2020 CAG Budget

Ms. Tackett and Ms. Robles presented the FY 2020 CAG Budget. They reviewed the summary of the budget in detail explaining all of the changes from FY 2019 to FY 2020. Ms. Robles stated that the CAG Membership Dues have not increased since FY 2016. At the request of the Chairman, Ms. Tackett provided the committee with a worksheet for Actual vs. Budget comparison for FY 2018, FY 2019 and the FY 2020 proposed budget. Mr. Bitter asked which members were on the budget committee. Chairman Turner stated that the budget committee was comprised of the Executive Committee members, Paul Jepson and himself. Mr. Busby, City of Apache Junction,



asked if there would be a presentation of the audit once it was completed. Ms. Robles stated that the auditors will present at Regional Council and she has asked them to present at Management Committee as well. Mr. Jones, Town of Mammoth, stated that there have been different finance managers, two different directors. He stated that Ms. Robles and Ms. Tackett are trying to fix things and stated it is time for the committee to stop picking things apart and that it's time for the committee to help find other programs and other funding sources to help move the agency forward. Mr. Horst, City of Maricopa, asked why the member dues have not increased. Mr. Jepson stated that there was a long history there that they would be happy to discuss with Mr. Horst after the meeting, but would encourage him to initiate the conversation about increasing dues within the next twelve months. Mr. Horst stated that he would like to hear the history, but stated that this is an important conversation to have as the committee continues to try to balance the budget. The committee discussed the need for staff incentives and bonuses as staff continues to lose benefits thus affecting their overall salaries. Mr. Rick Miller, City of Coolidge, recommended changing the budget to include the cost for three years of outstanding audits. Mr. Jones, made a motion to recommend to Regional Council approval and adoption of the FY 2020 CAG Budget with the recommended changes. Mr. Jepson seconded the motion. The motion passed unanimously.

D. Review, Discussion and Decision on Resolution No. 2019-04 Supporting and Declaring April as Fair Housing Month

Mr. Urban explained to the Committee that each year agencies and communities that participate in the HUD Community Development Block Grant Program are required to pass a Fair Housing Resolution. He stated that this resolution shows that the agencies are in support of the standards and values of providing fair housing to all residents in their communities. Mr. Urban stated that the Fair Housing training was held on April 10, 2019 in Apache Junction. Mr. Bitter, Town of Florence, made a motion to recommend to Regional Council approval and adoption of Resolution No. 2019-04 Supporting and Declaring April as Fair Housing month. Mr. Horst seconded the motion. The motion passed unanimously.

E. Approval of the employment contract with Andrea Robles as the CAG Executive Director

Chairman Turner explained that the Regional Council unanimously approved the appointment of Andrea Robles as CAG's Executive Director at their March 27, 2019 meeting. He informed the Committee that they are currently in negotiations with Ms. Robles, but that the contract is similar to previous Executive Director contracts. Chairman Turner stated that once the contract is finalized it may be sent to the Committee for comment. Ms. Robles stated that they are following up with legal counsel to see what the requirements are regarding this matter. Chairman Turner stated that the Committee will take no action on this item.

F. Department Updates

Ms. Robles stated that the department updates were included for the Committees review. She stated that staff was available to answer questions on any projects listed. Ms. Robles wanted the committee to note that the call for economic development projects are due April 11, 2019 for the Comprehensive Economic Development Strategy update. There were no questions or comments. This was an information item.



VIII. LEGISLATIVE UPDATE

Kevin Adam provided the Legislative Update to the Committee.

IX. CALL TO THE COMMITTEE

Chairman Turner, City of Casa Grande, stated that the grand opening of the new rec center will be May 6th.

Mr. Jepson, City of Globe, stated that they are holding a Town Hall with Congressman O'Halloran on Friday, April 12, 2019 at 5pm.

Mr. Bitter, Town of Florence, stated that Country Thunder started today and advised of travel delays on SR 79.

X. DATE, TIME, LOCATION OF NEXT MEETING

The next Management Committee meeting will be held June 6, 2019 in Apache Junction.

XI. ADJOURNMENT

Mr. Horst made a motion to adjourn the meeting. Mr. Bitter seconded the motion. Chairman Turner adjourned the meeting at 11:00 am.