



DATE: January 11, 2023

TIME: 2:00 PM

LOCATION: 2540 W. Apache Trail, Suite 108; Apache Junction, AZ 85120

I. CALL TO ORDER

Chairman Jepson called the meeting to order at 2:09 PM.

II. PLEDGE OF ALLEGIANCE

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

III. ROLL CALL AND INTRODUCTIONS

Members Present: Paul Jepson, Rick Miller, James Menlove, Alexis Rivera, Troy Smith, Dedrick Denton, Jenny Hoffman, Mackenzie Letcher, Jennifer Evans, Heather Wilkey, Todd Pryor

Members Absent: Sylvia Kerlock, David Malewitz, Sharon Jakubowski Wolz, Ben Bitter, Kennedy Ivy

Staff: Andrea Robles, Angela Gotto, Yvonne Tackett, Travis Ashbaugh, Stephanie Maack

IV. CALL TO THE PUBLIC

No one answered the Call to the Public

V. LEGISLATIVE UPDATE

No Legislative update was provided.

VI. CONSENT ITEMS

Mr. Troy Smith, Town of Payson, made a motion to approve the consent agenda items as presented. Mr. Alexis Rivera, Town of Miami, seconded the motion. The motion passed unanimously.

A. Approval of the August 17, 2022 Management Committee Meeting Minutes

The August 17, 2022 Management Committee Meeting Minutes were approved under Consent Item VI-A.

VII. EXECUTIVE DIRECTOR'S REPORT

Ms. Andrea Robles updated the Committee on recent activities and meetings taking place at CAG. She stated that she attended the ground-breaking for upper Pinal Creek Bridge/Hill Street in the City of Globe. Ms. Robles stated that CAG is currently in the public hearing process for several of our communities that are receiving CDBG funding this year. She stated that staff would be holding a meeting for those members who participate in the CAG CDBG Program to discuss the Method of Distribution. The MOD will go before Regional Council in March for approval.

Ms. Robles stated that CAG was awarded a 3-Year EDA planning grant in the amount of \$210,000. She stated that there is information on meetings and conferences she attended available in the packet. Ms. Robles stated that CAG's Legislative Day is scheduled for February 9th at the League of Cities and Towns building. Questions, comments, and discussion followed. This was an information item.

VIII. NEW BUSINESS

A. Title VI Presentation

Mr. Travis Ashbaugh informed the Committee that Title VI Training is provided on an annual basis to ensure that compliance is being met per federal requirements. He stated that as a recipient of federal funds through the Arizona Department of Transportation (ADOT), CAG is held to a standard of non-discrimination as described within the CAG Title VI Plan. Mr. Ashbaugh provided a presentation on what Title VI is and what the responsibilities are as well as the process for filing a complaint. Questions, comments, and discussion followed. This was an information item.

B. CAG/SCMPO Human Services Transportation Coordination Plan 2023 Update

Mr. Travis Ashbaugh provided a brief overview of the updates within the 2023 Human Services Transportation Coordination Plan. Mr. Paul Jepson, City of Globe, asked what items are generally updated annually. Mr. Ashbaugh stated that the only items that change annually are the updated population and demographics tables that come from the Census. Questions, comments, and discussion followed. Mr. Troy Smith, Town of Payson, made a motion to approve the CAG/SCMPO Human Services Transportation Coordination Plan 2023 Update as presented. Mr. Alexis Rivera, Town of Miami, seconded the motion. The motion passed unanimously.

C. July 1, 2022 Population Estimates

Ms. Angela Gotto stated that the Office of Economic Opportunity (OEO) released the July 1, 2022, population estimates. She stated that CAG works in partnership with MAG to collect residential completions data twice a year. Ms. Gotto stated that this data is reported to OEO to develop annual population estimates and population projections. She stated that MAG collects residential completion data for the communities that are joint members of CAG and MAG (Apache Junction, Florence, Maricopa, Pinal County, and Queen Creek).

Ms. Gotto explained that there was a discrepancy between the numbers presented by MAG Regional Council in November and the numbers presented today by CAG. She stated that MAG Regional Council approves the draft numbers with the caveat that the final control totals are within 2% of the draft totals. Ms. Gotto stated that MAG's final numbers match what is being presented by CAG today. She stated that the numbers discussed will be used for the Membership Dues and discussed later in the agenda. Heather Wilkey, Town of Queen Creek, stated that she wanted to thank Ms. Gotto for the clarification on the previously adopted MAG numbers versus the final control totals provided today. Questions, comments, and discussion followed. This was an information item.

D. Financial Report

Ms. Yvonne Tackett provided the Committee with the financial report through November 30, 2022. She stated that with 42% of the fiscal year completed expenditures are at 40.6% and revenues are at 48.38% leaving a positive net amount of \$96,368 and outstanding receivables of \$116,907.77. Ms. Tackett stated that adding those items together leaves an overall net of \$213,276. She stated that there are not any line items that are out of line at this time. Questions, comments, and discussion followed. Mr. Alexis Rivera, Town of Miami, made a motion to approve the financial report as presented. Mr. Troy Smith, Town of Payson, seconded the motion. The motion passed unanimously.

E. FY 2024 Membership Dues

Ms. Yvonne Tackett informed the Committee that she was presenting the Membership Dues early due to several members asking for the dues as they develop their budgets. She stated this will also help CAG prepare their FY 2024 budget. Ms. Tackett stated that for the upcoming fiscal year staff was proposing a slight reduction in dues, about ten percent, which would be applied straight across the board from the amount of dues that each entity paid last fiscal

year. She stated that the total impact to CAG's budget would be \$23,350 or it would reduce the dues from \$233,500 to \$210,150. Ms. Tackett stated that the same formula was used as last year.

Mr. James Menlove, Gila County, stated that with almost double-digit inflation last year and this year he would be concerned that a decrease in dues would put CAG in a shortfall should the inflation rates continue on this trend. He stated that his preference would be to leave the Membership Dues the same as they were in FY 23 and have CAG continue to build their reserve funds.

Mr. Todd Pryor, Town of Superior, stated that he agreed with Mr. Menlove. He stated that we've all been through the downturns with CAG and they have not had enough of a reserve to weather the storm. He stated that it is an important goal for CAG to continue to build their nest egg and he would be in favor of leaving the dues the same as FY 23.

Mr. Troy Smith, Town of Payson, stated that he concurs with the comments as previously stated from the other managers.

Mr. Alexis Rivera, Town of Miami, stated that he agreed with the comments previously made by the members.

Rick Miller, City of Coolidge, stated that he agreed with the majority to continue to build the nest egg and keep the dues the same as FY 23.

Mr. Paul Jepson, City of Globe, stated that he agreed that it's good to have a little bit of a windfall because the wind can blow the other way. He asked Andrea Robles to explain to the Regional Council that the Management Committee would like to keep the FY 24 Dues the same as FY23 and the excess would be put into CAGs reserve fund.

Ms. Heather Wilkey, Town of Queen Creek, requested that a reserve fund policy be developed for CAG. Staff informed the Committee that a reserve policy had been developed and approved by the Board in 2020.

Mr. James Menlove, Gila County, made a motion to keep the FY 24 dues the same as the FY 23 dues with the excess to be put into CAGs reserve fund per the policy. Heather Wilkey, Town of Queen Creek, seconded the motion. The motion passed unanimously.

F. Election of Officers

Ms. Andrea Robles stated that each year CAG holds election of officers in January. She stated that currently Mr. Paul Jepson, City of Globe, serves as Chairman and Mr. Rick Miller, City of Coolidge, serves as Vice-Chairman. Ms. Robles stated that typically we have a member that serves from Gila County and a member from Pinal County. Mr. Paul Jepson made a motion to appoint Rick Miller for Chairman. Mr. James Menlove, Gila County, seconded the motion. Mr. Alexis Rivera, Town of Miami, made a motion to appoint Paul Jepson as Vice-Chairman. Heather Wilkey, Town of Queen Creek, seconded the motion. The motion passed unanimously.

IX. INFORMATION ITEMS

A. CAG Legislative Day

Ms. Robles stated that Legislative Day was being held on February 9th and if anyone has any items for the agenda to please send them to her or Angela and they would be included in the agenda. This was an information item.

B. Appointment of Regional Council Representative and Alternate to the Rural Transportation Advocacy Council (RTAC)

Ms. Robles stated that she item is for information only, as the Regional Council will select their representative to the RTAC Committee. She stated that currently Councilmember Vince Manfredi, City of Maricopa, is the representative and Mayor Al Gameros, City of Globe, is the alternate. Ms. Robles stated that she reached out to both to see if they would like to continue serving as the representative and alternate. This was an information item.

C. Department Updates

Economic Development

Ms. Stephanie Maack stated that CAG was awarded a three-year EDA Planning Grant for \$210,000 effective July 1, 2022. She stated that this requires a cash match of \$210,000 (\$70,000 annually) which comes from the CAG Membership dues.

Ms. Maack stated that she attended the National Association of Development Organization (NADO) annual training conference and had the opportunity to attend some very informative training sessions. She stated that she was able to attend a CEDS 101 class that offered the opportunity to learn the best practices, latest trends and what different organizations are doing to maximize their CEDS economic development potential as well as different ways they are presenting their CEDS to the EDA.

Ms. Maack stated that CAG has hosted two social media workshops for small business in Casa Grande and Maricopa and the workshops were well attended. She stated that the workshops were facilitated by Blossom Digital Marketing and focused on expanding the small business' demographic reach by engaging marketing opportunities that are free and low cost to the business owner. Ms. Maack stated that she has received some great feedback on the workshops. She stated that workshops will be hosted in the Globe/Miami area and the Payson/Star Valley area.

Ms. Maack stated that the CEDS annual update is due in April. She stated that a CEDS meeting will be scheduled for this month and that Jeff Hayes, EDA Representative, will be presenting at the meeting. Ms. Maack stated that there are vacancies on the CEDS Committee for Ak-Chin Indian Community, Town of Hayden, Town of Mammoth, Northern Gila County EDC, San Carlos Apache Tribe, and White Mountain Apache Tribe and asked members to send her updates to the representatives. Questions, comments, and discussion followed. This was an information item.

Planning Department

Ms. Angela Gotto stated that staff will be doing project management for the Town of Superior's USDA project. She stated that the current contract was amended and would be going before their town council for approval this week.

Ms. Gotto stated that WIFA has contracted with CAG for four additional projects – three in Pima County and one in the City of Eloy. She stated that CAG is currently providing project administration and Davis-Bacon labor standards monitoring on behalf of WIFA for 18 projects. Ms. Gotto stated that two projects (Tonto Basin and Apache Pine) are nearing close-out and completion. Ms. Heather Wilkey, Town of Queen Creek, asked why CAG was contracted for

projects outside of our counties of service. Ms. Gotto stated that the project is located outside of Marana, which is also a member community. She stated that WIFA had spoken with PAG, but they deferred to CAG. Ms. Robles stated that approximately a year and a half ago, WIFA contracted with mainly the rural COGs and that CAG is also working in partnership with NACOG to do the administration for some projects on the White Mountain Apache Tribe and the Show Low and Pinetop-Lakeside area. Questions, comments, and discussion followed. This was an information item.

Community Development Block Grant

Ms. Angela Gotto stated that the City of Globe and Town of Hayden have had their environmental reviews completed for their CDBG projects. She stated that the Town of Miami and Town of Kearny are in the public hearing process for project selection. Ms. Gotto stated that applications for the City of Coolidge and Gila County have been submitted to ADOH for approval. Questions, comments, and discussion followed. This was an information item.

Transportation Planning

Mr. Travis Ashbaugh stated that the CAG FY 23 – FY 27 Traffic Count Program is underway. He stated that a contract was executed with All Traffic Data Services LLC in December and traffic counts started last week. Mr. Ashbaugh stated they would be contacting communities so that construction and street sweepers don't interfere with the counts. He stated that if communities weren't contacted to please notify him.

Mr. Ashbaugh stated that the members of the Gila County Intergovernmental Public Transportation Authority (IPTA) Exploratory Committee signed an MOU with some guiding principles to follow while seeking whether an IPTA should be formed. He stated that the Committee members decided to move forward to petition their City and Town Councils to form an IPTA. Mr. Ashbaugh stated that to date the City of Globe, the Town of Winkelman, and the Town of Star Valley have passed the petition to form an IPTA to forward to the Gila County Board of Supervisors. He stated that the Town of Payson Council would be voting on this tomorrow. Mr. Ashbaugh stated the Town of Miami is having a work session and Town of Hayden will meet next week.

Mr. Ashbaugh stated that CAG applied for a transit planning grant to perform a Coordinated Mobility Gap Analysis. He stated this would be in partnership with Pinal County and in coordination with Sun Corridor MPO and MAG. He stated that the study is to look at the 5310 programs within Pinal County, to potentially identify 5310 or similar providers that are available and identify areas within the county that are underserved.

Mr. Ashbaugh provided an update on the off-system bridge program. He stated these are for bridges on local roads, not on a federally classified roadway. He stated that the program typically provides \$3.9 million per year to provide repairs or replacement of an existing bridge with a \$1 million threshold. Mr. Ashbaugh stated that they have lifted the \$1 million threshold and applicants can apply for up to the full amount allotted each year. He stated that a new program was created called the 'bridge formula funding' for existing bridges that need repair or replacement. Mr. Ashbaugh stated that ADOT increased that funding to \$12 million a year. He stated that the off-system bridge was always in place and there is a 5.7% local match and under the bridge formula funding it is 100% funded with no local match. Questions, comments, and discussion followed. This was an information item.

Water Quality Planning

Mr. Travis Ashbaugh stated that staff continues to work on the Pinal County Septic systems study. He stated that the staff is still in the process of cleaning up the data and that this is the bulk of the work and will be doing this over the next couple of months.

Mr. Ashbaugh stated that there are several 208 Amendments underway. He stated the City of Coolidge and Neon Ranch RV resort are working on their first draft. He stated that EPCOR stated they will be submitting another plan to consolidate. Questions, comments, and discussion followed. This was an information item.

X. CALL TO THE COMMITTEE

The members present provided updates on their communities.

XI. UPCOMING MEETINGS & EVENTS

The next Management Committee meeting will be held on March 15, 2023.

XII. ADJOURN

Mr. Rick Miller, City of Coolidge, made a motion to adjourn the meeting. Mr. Todd Pryor, Town of Superior, seconded the motion. Chairman Paul Jepson adjourned the meeting at 3:22 PM.