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## MEMORANDUM

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**TO:** REGIONAL COUNCIL  
**FROM:** ANDREA ROBLES  
**SUBJECT:** REGIONAL COUNCIL PACKET  
**DATE:** AUGUST 14, 2017

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CAG will be hosting the Regional Council meeting on **Friday, August 18, 2017 at 3:00 pm** at the **City of Apache Junction Council Chambers** – 300 E. Superstition Blvd. - Apache Junction, Arizona. To ensure we have a quorum please RSVP all attendance to Andrea Robles at 480-474-9300 ext. 114 or email [arobles@cagaz.org](mailto:arobles@cagaz.org). If you are planning to call in for this meeting the number is 888-537-7715 and the Participant Passcode is 28020256#.



# CITY COMPLEX

CITY COMPLEX PARK

APACHE JUNCTION  
MULTI-GENERATIONAL  
CENTER

PARKS & REC.  
OFFICE

PARKS & REC.  
MEETING HALL

APACHE JUNCTION  
CITY HALL

Council Chambers

PARKS & REC.  
COM. CENTER

VETERANS MEMORIAL  
PARK & GAZEBO

N. IDAHO RD.

E. SUPERSTITION BLVD.

FROM US60

ENTRANCE

ENTRANCE

ENTRANCE



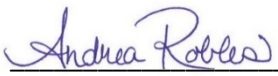
**Regional Council Meeting**  
**Friday, August 18, 2017 – 3:00 pm**  
**City of Apache Junction Council Chambers**  
**300 E. Superstition Blvd.**  
**Apache Junction, Arizona**  
**Call in # 888-537-7715      Participant Passcode 28020256#**

**A G E N D A**

- I.      **CALL TO ORDER** – *Chairman Robin Benning*
- II.     **PLEDGE OF ALLEGIANCE**
- III.    **ROLL CALL & INTRODUCTION OF GUESTS**
- IV.    **CALL TO THE PUBLIC**
- V.     **CONSENT ITEMS** P – F – T  

All items will be handled by a single vote as part of the Consent Agenda, unless a Member of the Regional Council or the Executive Director objects at the time of this vote. (Reports & updates on the Consent Agenda may be accepted as written without verbal presentation)

  - \*A. Approval of Regional Council Minutes – June 29, 2017 P – F – T
- VI.    **INTERIM EXECUTIVE DIRECTOR’S REPORT** – *Andrea Robles* *Information*
- VII.   **NEW BUSINESS**
  - A. Review, Discussion and Decision on the CAG FY 18 Budget – *Andrea Robles* P – F – T
  - B. Review, Discussion and Decision on relocating CAG’s Administrative Office – *Andrea Robles* P – F – T
- VIII. **LEGISLATIVE UPDATE**
- IX.    **DATE, TIME, LOCATION OF NEXT MEETING**  
**Management Committee**  
September 7, 2017 – CAG Office - Apache Junction  
October 26, 2017– CAG Office - Apache Junction  
  
**Regional Council**  
September 27, 2017 – City of Apache Junction Council Chambers  
November 15, 2017 – City of Apache Junction Council Chambers
- X.     **ADJOURNMENT** P – F – T

  
Approved by

Central Arizona Governments  
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Apache Junction, Arizona 85119  
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CONSENT AGENDA ITEM:	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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**CENTRAL ARIZONA GOVERNMENTS  
Request for Regional Council Action**

<p><u>Date Submitted:</u>  August 10, 2017</p> <p><u>Date Action Requested:</u>  August 18, 2017</p>	<p><u>Type of Action(s) Requested:</u></p> <p><input checked="" type="checkbox"/> Formal Action/Motion  <input type="checkbox"/> Information Only  <input type="checkbox"/> Resolution  <input type="checkbox"/> Other</p>	<p><u>Subject:</u></p> <p align="center">Regional Council Minutes June 29, 2017</p>
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**TO:** CHAIRMAN AND REGIONAL COUNCIL MEMBERS

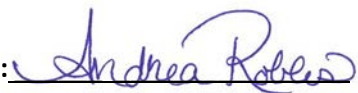
**FROM:** Andrea Robles, Interim Executive Director

**STAFF RECOMMENDATION:** Approval of the Regional Council minutes from June 29, 2017.

**FISCAL IMPACT:** N/A

**ALTERNATIVES:** N/A

**PREPARED BY:** Andrea Robles

**REVIEWED BY:** 

**CONCURRENCE:** \_\_\_\_\_

Action Taken: P - F - T - None

**REGIONAL COUNCIL MEETING  
WEDNESDAY, JUNE 29, 2017  
CITY OF APACHE JUNCTION COUNCIL CHAMBERS  
APACHE JUNCTION, ARIZONA**

**M I N U T E S**

**I. CALL TO ORDER**

Chair Benning called the meeting to order at 6:36 pm.

**II. PLEDGE OF ALLEGIANCE**

Chair Benning led the Regional Council, guests and CAG staff in the Pledge of Allegiance.

**III. ROLL CALL AND INTRODUCTIONS**

**Members Present:** Councilmember Robin Benning, Supervisor Tim Humphrey, Mayor Al Gameros, Mayor Darryl Dalley, Councilmember Fred Carpenter, Councilmember Bobby Davis, Supervisor Pete Rios, Councilmember Dave Waldron, Mayor Craig McFarland, Mayor Tara Walter, Mayor Debra Sommers, Mayor Joe Dietz, Councilmember Vincent Manfredi, Mayor Mila Besich-Lira,

**Members Absent:** Mayor Bobby Smith, Councilmember Anita Hinojos, Mayor Jon Thompson, Mayor Joel Belloc, Mayor Ed Honea

**Guests:** Christian Price, LaRon Garrett, Anna McCray, Steven Turner, Paul Jepson, Jamie Bennett, Jess Knudson, James Menlove

**Staff:** Andrea Robles, Alan Urban, Brad Mecham, Travis Ashbaugh, Angela Gotto, Kenneth Hebert, Amber Garza

**IV. CALL TO THE PUBLIC**

No one addressed the call to the public.

**V. CONSENT ITEMS**

Councilmember Waldron made a motion to approve the consent agenda items. Mayor Besich-Lira seconded the motion. The motion passed unanimously.

**A. Approval of Regional Council Minutes**

The Regional Council minutes from April 26, 2017 were approved under Consent Item V-A.

**B. 2017 Title VI Non-Discrimination Program Implementation Plan**

The 2017 Title VI Non-Discrimination Program Implementation Plan was approved under consent item V-B.

## **VI. INTERIM EXECUTIVE DIRECTOR'S REPORT**

Ms. Robles updated the Council on recent activities and meetings taking place at CAG. Ms. Jamie Bennett addressed the Council and provided them with an update on a meeting she attended with Mr. Gary Hayes, former Executive Director of PAG. She stated Staff will be meeting with him to develop a contract to assist CAG with crisis management, the Pinal RTA and provide guidance to the Interim Executive Director. Mr. Hayes would be available to meet with the member entities and assist with planning short term and mid-term goals for the agency. Mayor McFarland directed staff to have a budget in place before making any offers. Questions, comments and discussion followed. This was an information item.

## **VII. NEW BUSINESS**

### **A. Transportation Planning Update**

Mr. Ashbaugh provided an update to the Council on the Transportation Planning department. Items included in his update were the 5310 Mobility Management Grant Application, the ADOT Annual Work Program for CAG FY 2018, Highway Safety Improvement Program (HSIP) Applications, Highway Performance Monitoring System (HPMS) and the CAG TIP 45-Day Review Period. This was an information item.

### **B. Planning and Economic Development Update**

Mr. Mecham provided the Council with an update on the Planning and Economic Development department. This was an information item.

### **C. Review, Discussion and Decision on the Comprehensive Economic Development Strategy Annual Update**

Mr. Mecham provided an overview of the Comprehensive Economic Development Strategy annual update. Questions, comments and discussion followed. Councilmember Carpenter made a motion to approve the Comprehensive Economic Development Strategy annual update. Mayor McFarland seconded the motion. The motion passed unanimously.

### **D. Update on CAG's Financial Status**

Ms. Robles provided an update on CAG's financial status. She informed the Council that CAG's Finance Manager had resigned from CAG. Ms. Robles stated that she had met with the Chairman of the Management Committee and the Chairman of the Regional Council to discuss the offer of a contract to Ms. Yvonne Tackett, Accountant, to provide oversight in CAG's Finance Department. Ms. Tackett was the Finance Director for CAG approximately 10 years ago. She is familiar with the accounting software, CAG's funding sources and the budget. Mr. Himanshu Patel, Pinal County, addressed the Council with an update on CAG's finances from the review process that Pinal County has assisted CAG Staff with. A Memo with recommendations to help support the daily operations in the finance department was provided in the packet. Questions, comments and discussion followed. This was an information item.

**E. Review, Discussion and Decision on Establishing an hourly rate (\$75/hour) for services provided by CAG**

Mr. Urban explained CAG's Planning and Development Services department has several new projects for FY 18 and in order to build that program CAG needs approval of a rate structure for general charges that would be billed for new or supplemental services. Supplemental services being additional work not specified in the original scope of an existing contract. He informed the Committee that CAG has used \$75/hr. for services provided under CDBG and ADEQ contracts and some miscellaneous contract work for the past 7 years. Mr. Urban explained that the Management Committee directed Staff to research the salary and benefits of the employees to ensure all costs are covered in the hourly rate. An update on this item will need to be presented to the Management Committee in 60 days. Questions, comments and discussion followed. Mayor Besich-Lira made a motion to approve the hourly rate for services provided by CAG Staff. She asked that a policy be developed to support the hourly rate. Councilmember Carpenter seconded the motion. The motion passed unanimously.

**F. Review, Discussion and Decision on the FY 2018 Rural Transportation Advocacy Council Assessment**

Ms. Robles stated that the Budget Committee and Management Committee recommended approval of the RTAC Assessment in the amount of \$45,166. The RTAC functions as an annual pass through assessment that is provided to the Rural Transportation Advocacy Council (RTAC) and the regional liaison position held by Mr. Kevin Adam. Through the RTAC, Mr. Adam is responsible for delivering key legislative information from the State and Federal levels that could potentially impact the governments of CAG, and he also works on behalf of our region as a key advocate on a variety of transportation and governmental issues. Questions, comments and discussion followed. Councilmember Waldron made a motion to approve and pass to Regional Council the FY 2018 Rural Transportation Advocacy Council Assessment in the amount of \$45,166. Mayor Besich-Lira seconded the motion. The motion passed unanimously.

**G. Review, Discussion and Decision on relocating CAG's Administrative Office**

Ms. Robles stated that the Budget Committee and Management Committee recommended approval of relocating CAG's Administrative Office to the Mustang Center in Apache Junction as option 1 or the current location in Apache Junction as option 2. Ms. Robles reviewed the expenses for the additional office locations in Superior and Florence. Questions, comments and discussion followed. Councilmember Carpenter made a motion to table this item. Councilmember Manfredi seconded the motion. Mayor McFarland requested that a budget be developed for each office before deciding on the location. The motion passed unanimously.

**VIII. LEGISLATIVE UPDATE**

**IX. DATE, TIME AND LOCATION OF NEXT REGIONAL COUNCIL MEETING**

The next Regional Council meeting will be scheduled in July.

**X. ADJOURNMENT**

Mayor McFarland made a motion to adjourn the meeting. Mayor Walter seconded the motion. The motion passed unanimously. Chair Benning adjourned the meeting at 7:44 p.m.

Approved on \_\_\_\_\_



<b>CONSENT AGENDA ITEM:</b>	YES <input type="checkbox"/>	NO <input type="checkbox"/>	X <input checked="" type="checkbox"/>
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**CENTRAL ARIZONA GOVERNMENTS  
Request for Regional Council Action**

<p><b><u>Date Submitted:</u></b> August 10, 2017</p> <p><b><u>Date Action Requested:</u></b> August 18, 2017</p>	<p><b><u>Type of Action(s) Requested:</u></b></p> <p><input checked="" type="checkbox"/> Formal Action/Motion  <input type="checkbox"/> Information Only  <input type="checkbox"/> Resolution  <input type="checkbox"/> Other</p>	<p><b><u>Subject:</u></b> FY 2018 CAG Budget Adoption</p>
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**TO:** CHAIRMAN AND REGIONAL COUNCIL MEMBERS

**FROM:** Andrea Robles, Interim Executive Director

**STAFF RECOMMENDATION:** Adopt the FY 2018 CAG Administrative and Program Budget.

**DISCUSSION:** The FY 2018 CAG Budget will provide the operational authority for the period of July 1, 2017 to June 30, 2018.

**BUDGET COMMITTEE RECOMMENDATION:** The Budget Committee recommended approval of the CAG FY 18 Budget – Mustang Center.

**MANAGEMENT COMMITTEE RECOMMENDATION:** Ms. Jamie Bennett, Town of Queen Creek, made a motion to approve and pass to Regional Council the CAG FY 18 Budget – Mustang Center. Mr. Matt Busby, City of Apache Junction, seconded the motion. The motion passed.

**FISCAL IMPACT:** Ongoing operation of CAG.

**ALTERNATIVES:** Modify and adopt.

**PREPARED BY:** Andrea Robles

**REVIEWED BY:** *Andrea Robles*

**CONCURRENCE:** \_\_\_\_\_

Action Taken: P - F - T - None

## **FY 18 Budget Summary for Regional Council**

Below are the changes from FY 17 to FY 18 Budget.

In preparation of the FY 18 budget I have decided to take the conservative approach versus previous years when unrealistic revenues were budgeted. With the loss of the WIOA program staff has been reduced from 15 full time employees to 9.4 full time employees for FY 18 (Executive Director at 85% and Finance Manager at 65%).

### **Organizational Chart**

For planning purposes, some restructuring has been done to the organizational chart. Due to the small number in staff and the increase in projects, several of the CAG Employees are working in multiple departments. For funding purposes, I have moved all of the planning departments under Regional Planning and all of the administration staff has been grouped together.

### **Finance**

Staff is applying recommendations made by Pinal County, Town of Florence and ADOT Staff. During the Fiscal review, it has been recommended that we have a separation of duties in the finance department.

- Ms. Gotto is responsible for accounts receivable, managing all of CAG's contracts and ensuring we are invoicing correctly for all contracts. Ms. Gotto also assists with purchasing once approved by upper management.
- Ms. Garza is responsible for accounts payable, staff payroll and the daily operations of the finance department.
- CAG has contracted with an accountant to provide oversight, additional training, and checks and balances to the finance department.
- We have made the transition back to one accounting software program (Caselle).
- In order to accurately support the employees and organizations expenses we have implemented correct billing to all departments.
- Finance Staff will provide financial reports to CAG Staff, Management Committee and Regional Council on a regular basis.
- Staff/Director reviews account balances to authorize approval for payment on all pending invoices before payments are issued.
- The contracts manager now files an electronic copy by program and billing date of all reimbursement requests which includes all backup documentation. Additionally, the program manager is copied on the billing request and is sent a spreadsheet that details what has been requested from the program and what remains. A hard copy of the request and all supporting documentation also goes into the programs files.
- ADOT's Audit has not been completed. A final report from ADOT Staff will be provided to the Regional Council upon completion.

*\*\*\*I have received comments from ADOT on CAG's reporting and billings for the months of June and July. For the first time in several years ADOT has acknowledged CAG Staff for accurately submitting reimbursement requests and providing sufficient backup documentation. Below are the comments provided by ADOT Staff.*

- *Travel charges in accordance with State/ADOT policy*
- *Progress meets Award requirements*
- *Invoicing aligns with Progress and awarded Budget/Pricing*
- *Support documents align to invoice and adequately supports costs*
- *Record showing check to consultant for services is included.*

### **Planning and Development Services**

The Planning & Development department is designed to assist our member governments with a variety of local planning efforts. This department has been separated from Information Services to help Staff accurately track revenue and expenditures within these projects.

- This department is staffed by CDBG, Economic Development and Information Services staff.

Projects included in this department are

- Meeting facilitation
- Updating general plans
- Zoning ordinance assistance
- Special studies
- Economic Development Strategies
- Land use assistance
- Annexations
- Housing studies/neighborhood plans
- Development and redevelopment studies
- Downtown plans
- Grant assistance
- Surveys and inventories
- Revitalization studies
- Building inspections
- Lead and asbestos inspections

### **Membership Dues and RTAC Assessment**

- CAG's FY 18 Membership Dues will remain the same as FY 17 in the amount of \$175,000.
- In previous years, Management and Regional Council have directed staff to present additional scenarios for the Membership Dues. The Management Committee recommended assessing the Membership Dues with a 25% Service Level Rate and 75% Population Rate.
- The RTAC Assessment was approved by the Regional Council on June 29, 2017 for the amount of \$45,166. (This amount was increased from FY 2017's rate of \$35,208. The RTAC had not increased the assessment in over 10+ years.)

**Worskheet #1**

Salaries and Benefits	\$828,109
Direct Costs	\$280,700
New Funding	\$911,985
Local Match	\$61,667 (This revenue is transferred from the CAG Membership dues to the Transportation Department and Economic Development Department.)
FY 2017 Carryover	\$305,308

The Mustang Budget includes a reserve of \$170,152.

The Superior Budget includes a reserve of \$180,452.

The Idaho Budget includes a reserve of \$143,472.

The Florence Budget includes a reserve of \$177,252.

Transportation \$245,000

- The funding for this department comes from SPR, 5310 and 5311 contracts and administration and oversight of the Mobility Manager (\$210,000)
- \$15,000 is budgeted from the CAG Membership dues to help offset the inkind match of \$73,250.
- \$20,000 is carryover funds from FY 17.

CAG Membership Dues \$175,000

- The amount budgeted remains the same as FY 17.

CDBG \$245,443

- The funding for this department comes from ADOH and the administration of 11 CDBG grants. (\$174,185)
- 71,258 is carryover from multi-year projects in FY 17.

ADEQ \$67,100

- The funding for this department comes from ADEQ and the administration of 5 208 plans for FY 18.
- CAG has been contacted for (10) 208 amendments for FY 18 and FY 19. I have budgeted for half the amount.
- There is \$8,550 in carryover from FY 17.
-

## EDA \$116,667

- The funding for this department is provided from EDA (\$70,000).
- The CAG Membership Dues provides matching funds in the amount of \$46,667 as part of the grant requirements.

## Information Services

- Transportation, CDBG, ADEQ and the Planning and Development Services fund a portion of the Info Services department. This department assists with providing data and maps for projects within these departments.
- We are currently in a contract with the City of Apache Junction. This project has \$31,500 remaining in the budget.
- Winkelman Economic Development Strategy (\$7,500).
- We provide information to the following organizations. Under previous management, the information has been provided at no charge. Staff has informed the organizations that CAG will be charging for FY 18. (These projects total approximately \$28,500)
  - CAC
  - Copper Basin YMCA
  - Pinal County (various departments for special projects)
  - Arizona School Facilities Board
  - Various School Districts
  - SRP
  - USDA
- Staff is currently in discussions with United Way and MAG on potential projects but they are not included in the budget.
- There is \$27,000 in carryover from projects in FY 17.

## Planning & Development Services

- The administration of 2 USDA projects totaling \$40,000. (These are multi-year projects so only a portion of the \$225,000 is included in the budget.)
- Winkelman Economic Development Strategy for \$42,500. (A portion of these funds goes to the Info Services Department.)
- The facilitation of the Copper Corridor Mayors' meeting \$8400.
- Building inspections and Zoning Compliance \$3600.
- CDBG Planning Project. (I have budgeted \$55,000 for FY 18. We are currently discussing 2 projects but I have only included the lower amount. The other project is for \$100,000)
- There is \$28,500 in carryover from FY 17 projects.

## Unrestricted Funds

- The Unrestricted funds is the carryover of the administrative funds from FY 17. Each budget includes \$150,000 of Unrestricted funds.
- These funds will assist with the daily operation of the agency until the FY 18 funding from the departments is available for reimbursement.

- \$15,000 is programmed for travel and training under the unrestricted budget. This will assist with CAG's Annual Meeting expenses and Regional Council dinners. This will allow staff to attend training for the finance software and training/conferences required for the Executive Director.
- CAG currently has a sublease with ResCare. They will pay approximately \$15,000/year for rent and equipment.
- The goal is to continue to build the Unrestricted funds so that over time CAG can purchase an office and not continue to pay rent for years to come.

### **Worksheets #2 - Salaries and Benefits**

- The Salary Schedule was updated to reflect the recommended salary for the Executive Director. The salary range is \$85,000-\$105,000.
- No salary increases or COLA are included in this budget.
- The benefit coverage includes employee and dependent health coverage. A 15% increase has been included for renewal rates.
- Dependent coverage shows an annual cost of \$107,782. This is CAG's liability should all of the Staff take advantage of family coverage. At this time 3 employees have family coverage, 1 has spouse coverage, 1 has children coverage and 3 have no dependent coverage. The annual cost for the current employees dependent coverage is approximately \$42,000 not \$107,782.
- The Interim Executive Director Compensation Committee and Budget Committee is recommending a 50% salary increase for the Interim Executive Director retroactive to the start date (approximately \$20,000 for 10 months). This increase will remain until the Executive Director is hired.

### **Worksheet #3 – Facilities/Contractual Services**

#### **Facilities**

- Mustang Center \$54,000 (5 year lease)
  - CAG will have the first three months of rent abated (savings of \$12,300).
  - This location has a storage unit at the office. (We will need a storage unit for Idaho and Florence locations.)
  - Provides room for growth. CAG will need more space in the upcoming year once the Executive Director and Finance Manager are hired. CAG will also bring the Mobility Manager position in house next year.
  - CAG currently has a sublease with ResCare. They will pay approximately \$15,000/year for rent and equipment.
- Superior \$20,500 (Possibility of sharing utility services)
- Idaho \$66,080 (3 year lease)
- Florence \$22,000 (this includes only utilities for the first year. Rent will be \$500-\$700 for the second year).
- The moving expenses and janitorial supplies will be charged to the Unrestricted Funds. Due to the grant specifications disposable goods cannot be charged to the grants.

### **Contractual Services**

- The legal fees were increased in this year's budget due to the expenses associated with the hiring of the Executive Director.
- A majority of the FY 17 Audit has been charged to the Membership dues due to the fact that we no longer have the WIOA program. This was the program that required the single audit. The cost of the audit for FY 18 should reduce significantly.

### **Worksheet #4**

#### **Travel**

Dependent upon the location of CAG's office the travel budget varies per department.

- \$15,000 is programmed for travel and training under the unrestricted budget. This will assist with CAG's Annual Meeting expenses and Regional Council dinners. This will allow staff to attend training for the finance software and training/conferences required for the Executive Director.

#### **Supplies, Printing and Advertising**

These budget items have been reduced due to the reduction of staff from FY 17.

- Advertising for the recruitment of the Executive Director has been accounted for in this budget.

#### **Equipment**

- We have made the transition back to one accounting software program (Caselle). We are no longer using two programs. This is a savings of approximately \$6000.

#### **CAG Departments**

- Includes department accomplishments for FY 17 and funding percentage of the CAG Budget.

CONSENT AGENDA ITEM:	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
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**CENTRAL ARIZONA GOVERNMENTS  
Request for Regional Council Action**

<p><b><u>Date Submitted:</u></b> August 10, 2017</p> <p><b><u>Date Action Requested:</u></b> August 18, 2017</p>	<p><b><u>Type of Action(s) Requested:</u></b></p> <p><input checked="" type="checkbox"/> Formal Action/Motion  <input type="checkbox"/> Information Only  <input type="checkbox"/> Resolution  <input type="checkbox"/> Other</p>	<p><b><u>Subject:</u></b></p> <p align="center">Relocation of CAG's Administrative Office</p>
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**TO: CHAIRMAN AND REGIONAL COUNCIL MEMBERS**

**FROM:** Andrea Robles, Interim Executive Director

**BUDGET COMMITTEE AND MANAGEMENT COMMITTEE RECOMMENDATION:** To relocate CAG's Administrative Office to the Mustang Center in Apache Junction.

**DISCUSSION:** CAG's current office lease expired on June 30, 2017. Below are the details on the Mustang Center location.

- o Mustang Center \$51, 400 (5 year lease)
- o CAG will have the first three months of rent abated (savings of \$12,300).
- o This location has a storage unit at the office. (We will need a storage unit for Idaho and Florence locations.)
- o Provides room for growth. CAG will need more space in the upcoming year once the Executive Director and Finance Manager are hired. CAG will also bring the Mobility Manager position in house next year.
- o CAG currently has a sublease with ResCare. They will pay approximately \$15,000/year for rent and equipment.

**FISCAL IMPACT: \$51,400 (Includes rent, utilities and moving expenses)**

**ALTERNATIVES: N/A**

**PREPARED BY:** Andrea Robles

**REVIEWED BY:** Andrea Robles

**CONCURRENCE:** \_\_\_\_\_

Action Taken: P - F - T - None



### Office Locations

Year One	Rent	Utilities	Phones	Internet	Storage Space	Monthly Total	Moving Expenses	Annual Total	Accomodations / Notes
<i>Apache Junction (Current)</i>	\$3,950.00	\$405.80	\$340.92	\$60.00	\$235.00	\$4,991.72	\$0.00	\$59,900.64	3000 sq. ft
<i>Apache Junction (Mustang)</i>	\$4,100.00	\$500.00	\$340.92	\$60.00	\$0.00	\$5,000.92	\$2,000.00	\$32,711.04	5 year lease agreement; 4700 sq.ft. CAG will sublease offices with ResCare for the WIOA Program Case Manager. This option will reduce CAG's monthly rent for this space.
<i>Superior</i>	\$500.00	\$285.00	\$340.92		Included	\$1,125.92	\$4,000.00	\$17,511.04	Conference Room, shared high tech meeting room available for CAG use, meeting rooms available, potential to share internet and phone lines. Secure location for CAG servers with police department. Locked in rental rate. 4000+ sq. ft.
<i>Florence</i>	\$0.00	\$600.00	\$340.92	\$60.00	\$250.00	\$1,250.92	\$4,000.00	\$19,011.04	No rent during first year, no space for storage, would need to find a storage unit.
Year Two	Rent	Utilities	Phones	Internet	Storage Space	Monthly Total		Annual Total	Accomodations / Notes
<i>Apache Junction (Current)</i>	\$3,950.00	\$405.80	\$340.92	\$60.00	\$250.00	\$5,006.72		\$60,080.64	3000 sq. ft.
<i>Apache Junction (Mustang)</i>	\$4,100.00	\$500.00	\$340.92	\$60.00	\$0.00	\$5,000.92		\$45,011.04	4700 sq.ft. CAG will sublease offices with ResCare for the WIOA Program Case Manager. This option will reduce CAG's monthly rent for this space.
<i>Superior</i>	\$500.00	\$285.00	\$340.92		Included	\$1,125.92		\$13,511.04	Rent will not increase.
<i>Florence</i>	\$500-\$700	\$450.00	\$340.92	\$60.00	\$250.00	\$1600 - \$1800		\$19,200 - \$21,600	Rent would be "in the vicinity of \$500, but willing to work with CAGs situation at that time". Rent plus utilities would be in the vicinity of \$1,000. Would still need to rent a storage unit.

### Rent for previous years (Does not include utilities)

FY 2010	\$ 197,507
FY 2011	\$ 215,722
FY 2012	\$ 177,805
FY 2013	\$ 137,642
FY 2014	\$ 137,642
FY 2015	\$ 97,963
FY 2016	\$ 89,153
FY 2017	\$ 95,120
FY 2018	\$ 36,900