Regional Council
Meeting Agenda

VIRTUAL MEETING

DATE & TIME: October 28, 2026 6:00 PM
LOCATION: Online Zoom Meeting
CALL IN: 877-853-5257 MEETING ID: 861 1075 8173 MEETING PASSWORD: 698292

You will need to enter in the meeting ID and meeting password. If you wish to participate by phone only, please call **877-853-5257**. Enter **Meeting ID 861 1075 8173**. Use **Password 698292** and when asked for Participant ID, please push #.

https://us02web.zoom.us/j/86110758173?pwd=TOo2N9JugeucwXq4R9QyKIEJVotaEW.1
Pursuant to A.R.S § 38-431.02, the public will have physical access to the meeting room at 5:30 PM.

I. Call to Order – *Chairman Al Gameros*

II. Pledge of Allegiance

III. Roll Call & Introductions of Guests

IV. Call to the Public *(Members of the public may speak on any item not listed on the agenda. Items presented during the Call to the Public portion of the agenda cannot be acted on by the Regional Council. Individual Regional Council members may ask questions of the public but are prohibited by the Open Meeting Law from discussing or considering the item among themselves until the item is officially placed on the agenda. Individuals are limited to a two-minute presentation. For the sake of efficiency, the Chair may eliminate the Call to the Public portion of any agenda.)*

V. Legislative Update – *Dorn Policy Group*

VI. Consent Agenda *(All items on the Consent Agenda are considered to be routine and will be approved by a single vote. A Regional Council member or the Executive Director may request that an item be removed from the Consent Agenda and considered separately.)*

A. Approval of the September 30, 2026 Regional Council Meeting minutes – *Angela Gotto*
B. Approval of CAG's Committee Members – *Andrea Robles*

VII. Executive Director's Report

VIII. New Business - (Review, Discussion and Decision)

A. Confirmation of the Regional Council Voting Membership – *Andrea Robles*
B. Approval of the Finance Report – *Yvonne Tackett*
C. Approval of the updated CAG Fiscal and Procurement Policies and Procedures – *Yvonne Tackett*
D. Approval of the 2026 Comprehensive Economic Development Strategy (CEDS) – *Andrea Robles*
E. Approval of the CAG/SCMPO Intergovernmental Agreement for Mobility Management Services – *Andrea Robles*
F. Appointment of Regional Council representatives to serve on the Member Dues/Assessment Working Group– *Andrea Robles*
G. Date selection for CAG Legislative Day – *Andrea Robles*

IX. Information Items

A. Department Updates *(Community Development Block Grant, Planning Department, Transportation Department, Water Quality Planning) – CAG Staff*

X. Call to the Council

EQUAL OPPORTUNITY EMPLOYER/PROGRAM • AUXILIARY AIDS & SERVICES TO INDIVIDUALS WITH DISABILITIES AND INTERPRETATION OR TRANSLATION SERVICES AVAILABLE UPON REASONABLE REQUEST • PHONE: 800-782-1445 • TYY:7-1-1
IGUALDAD DE OPORTUNIDADES EMPLEADOR/PROGRAMA • LAS AYUDAS Y SERVICIOS AUXILIARES PARA PERSONAS CON DISCAPACIDADES Y SERVICIOS DE INTERPRETACIÓN O TRADUCCIÓN ESTÁN DISPONIBLES A PEDIDO RAZONABLE • PHONE: 800-782-1445 • TYY:7-1-1

This agenda may be subject to amendment 24 hours before the meeting.

XI. Upcoming Meetings & Events

Management Committee – 3:00 pm
January 13, 2027– Apache Junction

Regional Council – 6:00 pm
January 27, 2027 – Apache Junction

XII. Adjourn

☐	Information Only
☒	Motion to Approve

Central Arizona Governments
One Region • No Boundaries

Date: October 28, 2026

To: Andrea Robles / Regional Council

From: Angela Gotto, Administrative & Special Projects Coordinator

Subject: Regional Council Minutes – September 30, 2026

Recommended Motion

Move to approve the Regional Council minutes from September 30, 2026.

Attachment(s)

September 30, 2026, Regional Council Meeting minutes

DATE: September 30, 2026
TIME: 6:00 P.M.
LOCATION: 2540 W. Apache Trail, Suite 108; Apache Junction, AZ 85120

I. CALL TO ORDER

Vice-Chairman Robin Benning called the meeting to order at 6:02 PM.

II. PLEDGE OF ALLEGIANCE

Vice-Chairman Benning led the Regional Council, guests, and CAG Staff in the Pledge of Allegiance.

III. ROLL CALL AND INTRODUCTIONS

Members Present: Robert Schroeder, Robin Benning, Tim Humphrey, Jon Thompson, Keith Eaton, Andrew Sutton, Christian Rios, Michael Sosh, Vincent Manfredi, Jeff Serdy, Brent BeDillon, Tyler Hudgins, Vanessa Navarrette

Members Absent: Dean Hetrick, Steve Otto, Al Gameros, Angela Skillings

Guests: Gilbert Lopez, Evelyn Casuga, Ryan McDonald, Darren Cross

Staff: Andrea Robles, Zeena Gagnon, Steve Abraham, Yvonne Tackett, Elyssa Pino

IV. CALL TO THE PUBLIC

No one answered the call the public.

V. CONSENT ITEMS

Mayor Keith Eaton, Town of Florence, made a motion to approve the consent agenda items as presented. Mayor Jon Thompson, City of Coolidge, seconded the motion. The motion passed unanimously.

A. Approval of the April 1, 2026, Regional Council Meeting Minutes

The April 1, 2026 Regional Council minutes were approved under Consent Agenda Item VI-A.

B. Approval of Resolution No. 2026-02 approving the CAG 2026 Title VI Non-Discrimination Program Implementation

Resolution No. 2026-02 approving the CAG 2026 Title VI Non-Discrimination Program Implementation was approved under Consent Agenda Item VI-B.

VI. EXECUTIVE DIRECTOR'S REPORT

Ms. Andrea Robles updated the Council on recent CAG activities and meetings. She thanked members for their flexibility in rescheduling meetings after a semi-truck backed into the CAG building, requiring repairs. Ms. Robles reported attending several council and board meetings, as well as public hearings, for Gila County, Payson, Kearny, Superior, and

EQUAL OPPORTUNITY EMPLOYER/PROGRAM • AUXILIARY AIDS & SERVICES TO INDIVIDUALS WITH DISABILITIES AND INTERPRETATION OR TRANSLATION SERVICES AVAILABLE UPON REASONABLE REQUEST • PHONE: 800-782-1445 • TYY:7-1-1
IGUALDAD DE OPORTUNIDADES EMPLEADOR/PROGRAMA • LAS AYUDAS Y SERVICIOS AUXILIARES PARA PERSONAS CON DISCAPACIDADES Y SERVICIOS DE INTERPRETACIÓN O TRADUCCIÓN ESTÁN DISPONIBLES A PEDIDO RAZONABLE • PHONE: 800-782-1445 • TYY:7-1-1

Winkelman. She and CAG staff also attended several ADOT listening tours throughout the region and that ADOT would be providing an update as to what has come out of those sessions during the Transportation Summit in Flagstaff.

Ms. Robles stated that a CAG 101 presentation was provided to the Town of San Tan Valley, whose Council adopted a resolution on August 5 to join CAG. She also reported attending the League of Cities and Towns Conference, the Rural Housing Forum, and the Roads and Streets Conference. Ms. Robles stated that she and staff would attend the Transportation Summit in a couple weeks.

Ms. Robles noted that CAG is updating its Comprehensive Economic Development Strategy (CEDS), with an update on that process scheduled for later in the agenda. She also introduced Maria Hernandez, CAG's new Administrative Coordinator, who previously worked for ADOT for 25 years and served as Executive Assistant in the State Engineer's Office. Ms. Robles informed the Council that she would be on vacation the following week but would be available by cell phone if needed. Questions, comments, and discussion followed. This was an information item.

VII. NEW BUSINESS

A. CAG 5-Year Comprehensive Economic Development Strategy (CEDS)

Ms. Andrea Robles informed the Council that CAG had selected Arizona Town Hall to complete the development of its five-year Comprehensive Economic Development Strategy (CEDS). She stated that the consulting team consisted of Evelyn Casuga, Peggy Fiandaca, and Feifei Zhang.

Ms. Evelyn Casuga, Arizona Town Hall, provided an overview of the development of CAG's updated five-year Comprehensive Economic Development Strategy (CEDS). She stated that the Economic Development Administration (EDA) requires all COGs to maintain a CEDS and update it every five years. Ms. Casuga explained that the consulting team had worked with CAG staff, the CEDS Committee, and the Management Committee to gather the information and feedback needed to complete the document.

Ms. Casuga explained that the plan positions communities to apply for funding through EDA. She stated that it also supports efforts to pursue other funding sources, coordinate with federal and state agencies, and collaborate on economic development initiatives.

Ms. Casuga stated that staff from CAG's member agencies, including San Tan Valley, had provided input for the document and that the final draft would be presented for approval in October. She explained that the document had been streamlined to fewer than 40 pages. She noted that the EDA required strengths, weaknesses, opportunities, and threats (SWOT) analysis, along with the focus areas and strategic plan, reflects the input received and guides the development of the action plan. Ms. Casuga identified four new focus areas that provide the framework for the action plan: dynamic business environment, livability and housing, infrastructure and site readiness, and ready workforce.

Ms. Evelyn Casuga encouraged the Regional Council members to review the CEDS and provide feedback. Questions, comments, and discussion followed. This was an information item.

B. Financial Report

Ms. Yvonne Tackett presented the financial report through July 2026. She stated that, with approximately 8% of the fiscal year completed, CAG had total expenditures of $68,533 (5.13%) and total new revenues of $359,867 primarily from membership dues and RTAC assessments. Ms. Tackett also presented preliminary year-end figures for FY 2026.

EQUAL OPPORTUNITY EMPLOYER/PROGRAM • AUXILIARY AIDS & SERVICES TO INDIVIDUALS WITH DISABILITIES AND INTERPRETATION OR TRANSLATION SERVICES AVAILABLE UPON REASONABLE REQUEST • PHONE: 800-782-1445 • TYY:7-1-1
IGUALDAD DE OPORTUNIDADES EMPLEADOR/PROGRAMA • LAS AYUDAS Y SERVICIOS AUXILIARES PARA PERSONAS CON DISCAPACIDADES Y SERVICIOS DE INTERPRETACIÓN O TRADUCCIÓN ESTÁN DISPONIBLES A PEDIDO RAZONABLE • PHONE: 800-782-1445 • TYY:7-1-1

She reported that expenditures totaled 86.61% of the budget and revenues totaled 85.63% of the budget, resulting in a net surplus of $34,732. Questions, comments, and discussion followed. Mayor Jon Thompson, City of Coolidge, made a motion to approve the finance report as presented. Vice Mayor Robert Schroeder, City of Apache Junction, seconded the motion. The motion passed unanimously.

C. ADOT MPO Audit Report

Ms. Yvonne Tackett reported that the ADOT audit has been completed after several years. She explained that the original audit period covered July 2021 through June 2023; however, a cyberattack prevented CAG from providing electronic records for that period. The audit scope was subsequently revised to cover activities from July 1, 2024, through June 30, 2025.

Ms. Tackett outlined four primary findings: a lack of electronic records; an unallowable vehicle allowance for the Executive Director totaling $5,655.00; unallowable promotional outreach items totaling $757.03; and overhead costs in the CAG budget that were not allocated according to proportional benefits, as required by 2 CFR 200.405(d). She noted that CAG has used the same budgeting approach for more than 25 years. ADOT requested that CAG revise its budget methodology to base allocations more closely on full-time employees. Ms. Tackett stated that these revisions have been completed and would be reviewed under the next agenda item.

Ms. Tackett reported that ADOT is requesting a payment of $3,552.03, with the remaining $2,860 to be withheld from upcoming reimbursements for the final quarter of the year. Ms. Andrea Robles, Executive Director, stated that most of CAG's audit findings were similar to those received by other MPOs and COGs. She explained that COG and MPO directors are coordinating with ADOT staff to arrange training to address these common findings and prevent their recurrence in future audits.

Mayor Jon Thompson stated that he also serves on the Sun Corridor MPO Board and that its audit resulted in the same findings. He noted that these items had previously been allowable but were no longer permitted. Mayor Thompson expressed confidence that both organizations had followed ADOT guidelines and stated that he believed the guidelines had changed without notification to the COGs and MPOs. Questions, comments, and discussion followed. Mayor Keith Eaton, Town of Florence, made a motion to approve the ADOT Audit Report and payment to ADOT as presented. Mayor Jon Thompson, City of Coolidge, seconded the motion. The motion passed unanimously.

D. CAG FY 2027 Budget

Ms. Yvonne Tackett stated that, as previously discussed, CAG had revised its budget format to address ADOT's request. She explained that CAG had previously budgeted expenditures up to the available amount under each funding source, with any remaining costs covered by unrestricted funds. Under the revised format, costs are allocated based on full-time equivalent (FTE) percentages, expenditures exceeding available funding are shown, and transfers from unrestricted funds to transportation funds cover the shortfall. She stated that the FY 2027 budget separates staff positions charged directly to grants or other funding sources from administrative staff and applies an administrative percentage to applicable overhead costs.

Ms. Tackett provided a brief overview of operating expenses and benefits. She stated that CAG anticipates a ten percent increase in medical coverage costs and a five percent increase in each of the additional coverages. The budget also includes a three percent cost-of-living adjustment effective October 1, contingent upon receipt of all anticipated grant funds.

EQUAL OPPORTUNITY EMPLOYER/PROGRAM • AUXILIARY AIDS & SERVICES TO INDIVIDUALS WITH DISABILITIES AND INTERPRETATION OR TRANSLATION SERVICES AVAILABLE UPON REASONABLE REQUEST • PHONE: 800-782-1445 • TYY:7-1-1
IGUALDAD DE OPORTUNIDADES EMPLEADOR/PROGRAMA • LAS AYUDAS Y SERVICIOS AUXILIARES PARA PERSONAS CON DISCAPACIDADES Y SERVICIOS DE INTERPRETACIÓN O TRADUCCIÓN ESTÁN DISPONIBLES A PEDIDO RAZONABLE • PHONE: 800-782-1445 • TYY:7-1-1

Questions, comments, and discussion followed. Vice Mayor Robert Schroeder, City of Apache Junction, made a motion to approve the CAG FY 2027 Budget as presented. Mayor Andy Sutton, City of Eloy, seconded the motion. The motion passed unanimously.

E. San Tan Valley as a new CAG Member

Vice-Chairman Robin Benning requested that this item be moved up to the beginning of new business. Ms. Andrea Robles informed the Council that the Town of San Tan Valley adopted a resolution seeking membership in CAG in accordance with the CAG Bylaws on August 5, 2026. She stated that she was able to have some one-on-one time with the Mayor and Council during the League of Cities Conference and is pleased to welcome them as the 24th Member of CAG.

Questions, comments, and discussion followed. Mayor Keith Eaton, Town of Florence, made a motion to approve San Tan Valley as a new CAG Member as presented. Vice Mayor Robert Schroeder, City of Apache Junction, seconded the motion. The motion passed unanimously.

F. Waive Membership Dues/RTAC Assessments for the Town of San Tan Valley for remainder of FY 2027

Ms. Andrea Robles reminded the Council that, during its January meeting, members had discussed waiving San Tan Valley's membership fees for its first year. Supervisor Jeff Serdy led the discussion, and members agreed that a first-year exemption would help welcome San Tan Valley into the region. Ms. Robles stated that this recommendation had been communicated to San Tan Valley and the Management Committee, which supported waiving dues and assessments for the remainder of FY 2027. Questions, comments, and discussion followed. Mayor Keith Eaton, Town of Florence, made a motion to approve waiving membership dues and RTAC assessments for the Town of San Tan Valley for the remainder of FY 2027. Vice Mayor Robert Schroeder, City of Apache Junction, seconded the motion. The motion passed unanimously.

G. CAG FY 2026 – FY 2030 Transportation Improvement Program (TIP)

Mr. Steve Abraham presented several administrative and formal amendments to the FY 2026–FY 2030 Transportation Improvement Program (TIP). He explained that the amendments reflected two grant cycles, a project initiation cycle, and year-end financial activities. Mr. Abraham stated that he served as Vice Chair of the Transportation Alternatives (TA) Grant Program Steering Committee and that a primary goal this year was to simplify the application process. He noted that these improvements benefited communities with limited technical staff and resources to prepare the documentation typically required for these grants. Mr. Abraham reported that 72 TA grant applications requesting more than $80 million were submitted this year and that the CAG region received nearly $4 million.

Mr. Abraham highlighted several projects, including the City of Globe's Broad Street Sidewalk Replacement project, CAG's Section 5310 grant for Mobility Management Services, and a National Park Service Transportation Alternatives grant for the design and scoping of a multi-use trail tunnel beneath SR 87 to connect to the Arizona Trail. He also noted that CAG would procure, sponsor, and manage pavement assessment studies for the City of Globe and the Town of Kearny.

Mr. Abraham reported that the Forest Drive project in Payson had been scaled back to a technical scoping phase, which was underway. He stated that the Granite Dells Road project in Payson had received a Transportation

EQUAL OPPORTUNITY EMPLOYER/PROGRAM • AUXILIARY AIDS & SERVICES TO INDIVIDUALS WITH DISABILITIES AND INTERPRETATION OR TRANSLATION SERVICES AVAILABLE UPON REASONABLE REQUEST • PHONE: 800-782-1445 • TYY:7-1-1
IGUALDAD DE OPORTUNIDADES EMPLEADOR/PROGRAMA • LAS AYUDAS Y SERVICIOS AUXILIARES PARA PERSONAS CON DISCAPACIDADES Y SERVICIOS DE INTERPRETACIÓN O TRADUCCIÓN ESTÁN DISPONIBLES A PEDIDO RAZONABLE • PHONE: 800-782-1445 • TYY:7-1-1

Alternatives grant to construct two trailheads serving the Tonto National Forest. Additionally, a sidewalk project along BIA 170 within the San Carlos Apache Tribe was being initiated to improve pedestrian safety.

Questions, comments, and discussion followed. Vice Mayor Vince Manfredi, City of Maricopa, made a motion to approve the amendments to the CAG FY 2026–FY 2030 Transportation Improvement Program (TIP) as presented. Supervisor Tim Humphrey, Gila County, seconded the motion. The motion passed unanimously.

H. CAG FY 2028 RTAC Projects

Mr. Steve Abraham explained that the Rural Transportation Advisory Committee (RTAC) brings together COGs, MPOs, towns, and cities to advocate for state legislative funding for selected transportation projects across Greater Arizona. He stated that funding is primarily sought through General Fund surpluses or special assessments, with projects proposed for inclusion in the Governor's line-item funding requests. Mr. Abraham explained that CAG is responsible for preparing project sheets, presenting the projects at the Rural Transportation Summit, and working with legislators to advance the funding requests. This will be the third year of the effort, with approximately $23.5 million requested for projects.

Mr. Abraham noted that the proposed projects represent communities throughout the CAG region. He provided an overview of the projects under consideration, including the City of Globe's Yuma Street Bridge; Hayden/Winkelman's Quarelli Phase 1 Lighting and Thorne Avenue; Gila County's Young Road Improvements 1 and 2; Pinal County's McNab Parkway; Star Valley's Local Street Improvements; Superior's Local Street Improvements, Sunset Drive Improvements, and Panther Drive Improvements; Payson's West Forest Drive construction; Miami's Local Street Improvements; and Kearny's Local Street Improvements.

Mr. Abraham thanked the City of Globe for deferring one of its bridge projects to allow Gila County, Kearny, and Superior to submit projects this year. Ms. Andrea Robles informed the Council that projects from communities that are transportation members of MAG or Sun Corridor MPO would be considered for approval by their respective agencies. Questions, comments, and discussion followed. Vice Mayor Robert Schroeder, City of Apache Junction, made a motion to approve the CAG FY 2028 RTAC projects as presented. Mayor Andy Sutton, City of Eloy, seconded the motion. The motion passed unanimously.

I. Appointment of Member at Large to the CAG Regional Council Executive Committee

Ms. Andrea Robles informed the Council that there is currently a vacancy on the Regional Council Executive Committee. She stated that in the event of a vacancy this position will be filled when elections are held in January. Ms. Robles explained that the bylaws require the position to be filled by a representative from the county opposite that of the Regional Council's Former Chair. Because Former Chair Mayor Jon Thompson of the City of Coolidge represents Pinal County, the position needs to be filled by a representative from Gila County. Questions, comments, and discussion followed.

Questions, comments, and discussion followed. Mayor Jon Thompson, City of Coolidge, nominated Supervisor Tim Humphrey, Gila County, to serve as Member at Large on the CAG Regional Council Executive Committee. Supervisor Humphrey accepted the nomination. Vice Mayor Robert Schroeder seconded the motion. The motion passed unanimously.

EQUAL OPPORTUNITY EMPLOYER/PROGRAM • AUXILIARY AIDS & SERVICES TO INDIVIDUALS WITH DISABILITIES AND INTERPRETATION OR TRANSLATION SERVICES AVAILABLE UPON REASONABLE REQUEST • PHONE: 800-782-1445 • TYY:7-1-1
IGUALDAD DE OPORTUNIDADES EMPLEADOR/PROGRAMA • LAS AYUDAS Y SERVICIOS AUXILIARES PARA PERSONAS CON DISCAPACIDADES Y SERVICIOS DE INTERPRETACIÓN O TRADUCCIÓN ESTÁN DISPONIBLES A PEDIDO RAZONABLE • PHONE: 800-782-1445 • TYY:7-1-1

VIII. INFORMATION ITEMS

A. Department Updates

Community Development Block Grant (CDBG)

Ms. Andrea Robles informed the Council that the City of Globe's Skate Park Project and the Town of Payson's ADA Main Street Improvements Project had been completed. She also reported that the Town of Kearny was accepting proposals for engineering services for its solar installation project at the wastewater treatment plant. Ms. Robles stated that the Town of Miami had received its FY 2025 contract award and that the Town of Star Valley and the City of Apache Junction were expected to receive their awards in the coming weeks. She added that staff were completing applications and environmental reviews for FY 2026 CDBG funding. Questions, comments, and discussion followed. This was an information item.

Planning Department

Ms. Andrea Robles informed the Council that staff had been reviewing and tabulating residential completion and demolition data for submission to the State Demographer to support the development of the July 1, 2026, annual population estimates. Staff have also submitted annexation data as part of this reporting cycle. She thanked the elected officials who helped obtain the information by encouraging staff to meet reporting deadlines. Ms. Robles emphasized that the data Angela requests help inform state-shared revenue allocations and that complete and accurate reporting is essential. She noted that CAG might seek additional assistance from elected officials in the future. Ms. Robles also reported that CAG staff had worked with member agency staff to review and comment on population projections for July 1, 2026, through June 30, 2060.

Ms. Robles reported that CAG was providing Davis-Bacon Labor Standards monitoring for nine active WIFA projects: Apache Junction Sewer District, Town of Kearny, Lakewood Water Company, Pine Creek Canyon, Porter Creek, City of San Luis, Sierrita Mountain, Town of Star Valley, and Tri-City Regional Sanitary District. She explained that WIFA had initially contracted with the rural COGs, but CAG had taken on an increasing share of the projects, expanding its services throughout the state. Ms. Robles noted that this work had helped staff gain experience with requirements applicable to various grants and strengthened CAG's ability to provide these services to member agencies. She also stated that CAG was providing project management services for the Town of Kearny and the Tri-City Regional Sanitary District. Questions, comments, and discussion followed. This was an information item.

Transportation Planning

Mr. Steve Abraham informed the Council that the six-year transportation planning process had begun. He explained that staff guidance was to extend the planning period and retain the projects currently programmed in the Transportation Improvement Program (TIP). Mr. Abraham noted that many TIP projects had experienced double-digit increases in construction material costs, along with higher costs for hauling materials to rural communities.

EQUAL OPPORTUNITY EMPLOYER/PROGRAM • AUXILIARY AIDS & SERVICES TO INDIVIDUALS WITH DISABILITIES AND INTERPRETATION OR TRANSLATION SERVICES AVAILABLE UPON REASONABLE REQUEST • PHONE: 800-782-1445 • TYY:7-1-1
IGUALDAD DE OPORTUNIDADES EMPLEADOR/PROGRAMA • LAS AYUDAS Y SERVICIOS AUXILIARES PARA PERSONAS CON DISCAPACIDADES Y SERVICIOS DE INTERPRETACIÓN O TRADUCCIÓN ESTÁN DISPONIBLES A PEDIDO RAZONABLE • PHONE: 800-782-1445 • TYY:7-1-1

Mr. Abraham stated that CAG has reached a critical funding threshold and anticipated needing an ongoing work program supplement of $20,000 to $25,000 to cover administrative costs associated with managing and advancing the program. He explained that ADOT funding for the work program has remained unchanged for at least 20 years and has not kept pace with inflation.

Mr. Abraham congratulated Gila County on completing its SS4A safety plan through a grant awarded earlier in the year. He described the effort as a strong example of how jurisdictions can assign staff to a project, commit to its completion, and deliver results within a calendar year. Mr. Abraham noted that the plan extends beyond unincorporated areas and establishes a baseline of safety hotspots throughout Gila County.

Mr. Abraham stated that the Gila County IPTA had received approval from ADOT's Business Assistance Office to issue a contract to Olson Contracting to develop the administrative documents and other materials needed for the transit authority to operate effectively. Questions, comments, and discussion followed. This was an information item.

Water Quality Planning

Mr. Steve Abraham informed the Council that the EPA had formally approved the TRSD and Mountain Pass 208 amendments. He stated that TRSD was installing new main lines and that Mountain Pass would obtain the permits needed to begin its expansion.

Mr. Abraham stated that he would serve as Chair of the Arizona Water Quality Management Working Group for the next year. He explained that CAG had helped test the EPA's updated checklist for 208 consistency and had developed the consistency sections for TRSD and MPUC. He noted that he would share those sections with member agencies for reference. The analysis compared the facilities with applicable total maximum daily load (TMDL) requirements, which address pollutant limits for specific water bodies.

Mr. Abraham also reported that the working group and ADEQ had advised designated planning agencies (DPAs) not to begin new regulatory programs while EPA reorganized following the previous year's administrative restructuring. Questions, comments, and discussion followed. This was an information item.

IX. CALL TO THE COUNCIL

The members present provided updates on their communities.

X. UPCOMING MEETINGS & EVENTS

The next Regional Council Meeting will be held on October 28, 2026.

XI. ADJOURN

Mr. Alexis Rivera, Town of Miami, made a motion to adjourn. Mr. Gilbert Lopez, City of Coolidge, seconded the motion. Chairman Pryor adjourned the meeting at 7:45 PM.

EQUAL OPPORTUNITY EMPLOYER/PROGRAM • AUXILIARY AIDS & SERVICES TO INDIVIDUALS WITH DISABILITIES AND INTERPRETATION OR TRANSLATION SERVICES AVAILABLE UPON REASONABLE REQUEST • PHONE: 800-782-1445 • TYY:7-1-1
IGUALDAD DE OPORTUNIDADES EMPLEADOR/PROGRAMA • LAS AYUDAS Y SERVICIOS AUXILIARES PARA PERSONAS CON DISCAPACIDADES Y SERVICIOS DE INTERPRETACIÓN O TRADUCCIÓN ESTÁN DISPONIBLES A PEDIDO RAZONABLE • PHONE: 800-782-1445 • TYY:7-1-1

Consent Agenda Item VI – B

☐	Information Only
☒	Motion to Approve

Central Arizona Governments
One Region • No Boundaries

Date: October 28, 2026

To: Regional Council

From: Andrea Robles, Executive Director

Subject: Confirm Members of CAG Committees

Staff Recommendation
Move to approve membership of CAG Committees.

Management Committee Motion
Mr. Ryan McDonald, Town of Queen Creek, made a motion to approve and pass to Regional Council the consent agenda item VI-B as presented. Mr. Rob Wisler, City of Apache Junction, seconded the motion. The motion passed unanimously.

Summary Discussion
CAG staffs several committees to support the planning process in the CAG Region. If any member entity would like to add or change a representative on a CAG Committee, please provide updated information to Angela Gotto (agotto@cagaz.org). At this time, we are asking for an annual approval of all members of each committee.

CAG

- *Management Committee*
- *Economic Development Board of Directors*
- *Transportation Technical Advisory Committee*
- *Environmental Planning Committee*
- *Comprehensive Economic Development Strategy (CEDS) Committee*

Fiscal Impacts
There are no fiscal impacts to CAG.

Attachment(s)
Committee Membership Rosters

2540 W. Apache Trail, Suite 108 ◆ Apache Junction, AZ 85120 ◆ (480) 474-9300

CENTRAL ARIZONA GOVERNMENTS

Management Committee

2026 – 2027

Chair
Todd Pryor
Town of Superior

Vice-Chair
Alexis Rivera
Town of Miami

Membership

Ak-Chin Indian Community
Vacant

City of Apache Junction
Bryant Powell
Robert Wisler (Alternate)

City of Casa Grande
Larry Rains
Robert Aldous (Alternate)

City of Coolidge
Gilbert Lopez

City of Eloy
Mackenzie Letcher

Town of Florence
Jeff Graves

Gila County
Michael O'Driscoll

Gila River Indian Community
Vacant

City of Globe
Paul Jepson

Town of Hayden
Dean Hetrick

Town of Kearny
Amanda Kenney

Town of Mammoth
Hector Moreno

Town of Marana
Terry Rozema
Keith Brann (Alternate)

City of Maricopa
Ben Bitter
Katy Proctor (Alternate)

Town of Miami
Alexis Rivera

Town of Payson
Darren Coldwell
Sheila DeSchaaf (Alternate)

Pinal County
Leo Lew
Tami Ryall (Alternate)
Dedrick Denton (Alternate)

Town of Queen Creek
Bruce Gardner
Ryan McDonald (Alternate)
Heather Wilkey (Alternate)

San Carlos Apache Tribe
Vacant

San Tan Valley
Brent Billingsly

Town of Star Valley
Tim Grier

Town of Superior
Todd Pryor

Town of Winkelman
Gloria Ruiz

White Mountain Apache Tribe
Vacant

Please provide updated information to Angela Gotto at agotto@cagaz.org.

CENTRAL ARIZONA GOVERNMENTS

Economic Development District Board

2026 – 2027

Chair
Mayor Al Gameros
City of Globe

Vice Chair
Councilmember Robin Benning
Town of Queen Creek

Secretary/Treasurer
Vice Mayor Robert Schroeder
City of Apache Junction

Ak-Chin Indian Community
Vacant

City of Apache Junction
Mayor Chip Wilson
Vice Mayor Robert Schroeder (Alternate)
Councilmember Darren Cross (Alternate)

City of Casa Grande
Mayor Lisa Fitzgibbons
Councilmember Brent BeDillon (Alternate)

City of Coolidge
Mayor Jon Thompson

City of Eloy
Mayor Andrew Sutton

Town of Florence
Mayor Keith Eaton

Gila County
Supervisor Tim Humphrey

Gila River Indian Community
Vacant

City of Globe
Mayor Al Gameros

Town of Hayden
Mayor Dean Hetrick

Town of Kearny
Mayor Curtis Stacy
Councilmember Christian Rios (Alternate)

Town of Mammoth
Mayor Alvaro Barcelo

Town of Marana
Mayor Jon Post

City of Maricopa
Mayor Nancy Smith
Councilmember Vince Manfredi (Alternate)

Town of Miami
Mayor Michael Sosh

Town of Payson
Mayor Steve Otto

Pinal County
Supervisor Jeff Serdy

Town of Queen Creek
Mayor Julia Wheatley
Councilmember Robin Benning (Alternate)

San Carlos Apache Tribe
Chairman Terry Rambler

Town of San Tan Valley
Mayor Daren Schnepf
Vice Mayor Tyler Hudgins (Alternate)

Town of Star Valley
Mayor Bobby Davis
Councilmember Belle McDaniel (Alternate)

Town of Superior
Mayor Mila Besich
Councilmember Vanessa Navarrette (Alternate)

Town of Winkelman
Mayor Louis Bracamonte
Councilmember Angela Skillings (Alternate)

White Mountain Apache Tribe
Chairman Kasey Velasquez

Please provide updated information to Angela Gotto at agotto@cagaz.org.

CENTRAL ARIZONA GOVERNMENTS

Transportation Technical Advisory Committee (TTAC)

2026 – 2027

Chair
Travis Ashbaugh
City of Globe

Vice-Chair
Amanda Kenney
Town of Kearny

ADOT
William Randolph
Jennifer Hobert (Alternate)

Ak-Chin Indian Community
Sandra Shade

City of Coolidge
Ben Navarro

City of Globe
Travis Ashbaugh (Chair)
Luis Chavez (Alternate)

Gila County
Matt Rencher
Thomas Goodman (Alternate)

Town of Hayden
Vacant

Town of Kearny
Amanda Kenney

Town of Mammoth
Vacant

Town of Miami
Alexis Rivera

Town of Payson
Nathan Larsen
William Clemens (Alternate)

Pinal County
Devin Price
Dedrick Denton

San Carlos Apache Tribe
David Thompson

Town of San Tan Valley
Chris Wanamaker

Town of Star Valley
Tim Grier
Tina Ridings (Alternate)

Town of Superior
Nick Cruz
Todd Pryor (Alternate)

Town of Winkelman
Gloria Ruiz

White Mountain Apache Tribe
Lareesa Sanchez
Kaneesha Wycliffe (Alternate)

Please provide updated information to Angela Gotto at agotto@cagaz.org.

CENTRAL ARIZONA GOVERNMENTS

Environmental Planning Committee (EPC)

2025 – 2026

Chair
Darron Anglin
Superstition Mountain Community Facilities District No. 1

Vice-Chair
Vacant
Gila County – Health Department (Payson Office)

City of Apache Junction
Darron Anglin
Bryant Powell (Alternate)

Arizona Department of Environmental Quality
Katie Silverstri

City of Casa Grande
Kevin Louis
Kim Owensby (Alternate)

City of Coolidge
Ben Navarro

City of Eloy
Vacant

Town of Florence
Ron Grittman
Patricia Buchanan (Alternate)

Gila County
Ryan Cluff

City of Globe
Travis Ashbaugh
Vince Mariscal (Alternate)

Town of Marana
Mike Osborn

City of Maricopa
Keith Loomis
Nathan Steele (Alternate)
Rodolfo Lopez (Alternate)

Town of Miami
Alexis Rivera
Josh Derhammer (Alternate)

Town of Payson
Gordon Dimbat
Tanner Henry (Alternate)

Pinal County
Atul Shah

Town of Queen Creek
Paul Gardner

Town of San Tan Valley
Tyler Tissot

University of Arizona Cooperative Extension
Chris Jones

Tri-City Regional Sanitation District
Mary Anne Moreno

Please provide updated information to Angela Gotto at agotto@cagaz.org.

CENTRAL ARIZONA GOVERNMENTS

Comprehensive Economic Development Strategy Committee (CEDS)

2026 – 2027

Chair
Linda Oddonetto
City of Globe

Vice Chair
Vacant

Ak-Chin Indian Community
Vacant

City of Apache Junction
Ryan Kaup
Brock Severson (Alternate)

City of Casa Grande
Richard Wilkie

City of Coolidge
Gilbert Lopez
Ben Navarro (Alternate)

Copper Corridor EDC
Vacant

City of Eloy
Mackenzie Letcher
Eric Lemos (Alternate)

Town of Florence
A.J. Monroe

Gila County
Michael O'Driscoll

Gila River Indian Community
Vacant

City of Globe
Linda Oddonetto, Chair
Melissa Steele (Alternate)

Town of Hayden
Nancy Hinojos

Town of Kearny
Amanda Kenney

Town of Mammoth
Vacant

Town of Marana
Vacant

City of Maricopa
Joshua Bowman

Town of Miami
Alexis Rivera

Northern Gila County EDC
Vacant

Town of Payson
Miranda Meyers

Pinal County
Michelle Carpenter

Pinal Partnership
Craig McFarland

Town of Queen Creek
Marissa Garnett

Resolution Copper
Bryan Seppala

San Carlos Apache Tribe
Kodee Goseyun

Town of San Tan Valley
Amy Patze

Southern Gila County EDC / North East Pinal Economic Partnership
Vacant

Town of Superior
Todd Pryor
Ruby Cervantes (Alternate)

US Forest Service
Sheryl Cormack

Town of Winkelman
Gloria Ruiz

White Mountain Apache Tribe
Vacant

Central Arizona Governments
One Region • No Boundaries

☐	Information Only
☒	Motion to Approve

Date: October 28, 2026

To: Regional Council

From: Andrea Robles, Executive Director

Subject: Confirm Regional Council Voting Membership

Staff Recommended Motion
Move to approve the Regional Council Voting Membership.

Management Committee Motion
Mr. Rob Wisler, City of Apache Junction, made a motion to approve and pass to Regional Council the confirmation of the Regional Council voting membership as presented. Mr. Brent Billingsly, Town of San Tan Valley, seconded the motion. The motion passed unanimously.

Summary Discussion
Regional Council is asked to confirm voting membership in accordance with CAG Bylaws, Section IV.B

> *The membership of any Eligible Governmental Unit (EGU) member who fails to pay its allocated share of financial support for CAG by the fourth (4th) Wednesday in November shall be automatically cancelled on the day after the fourth (4th) Wednesday in November. Membership will be automatically reinstated upon payment of the cancelled members allocated shares of its financial support of CAG.*

Fiscal Impacts
$233,500 to CAG's operating budget. $63,661 to the RTAC Assessment.

Attachment(s)
Regional Council Roster

2540 W. Apache Trail, Suite 108 ◆ Apache Junction, AZ 85120 ◆ (480) 474-9300

CENTRAL ARIZONA GOVERNMENTS

Regional Council

2026 – 2027

Chair
Mayor Al Gameros
City of Globe

Former Chair
Mayor Jon Thompson
City of Coolidge

Vice Chair
Councilmember Robin Benning
Town of Queen Creek

Member At Large
Tim Humphrey
Gila County Supervisor

Secretary/Treasurer
Vice Mayor Robert Schroeder
City of Apache Junction

Ak-Chin Indian Community
Vacant

City of Apache Junction
Mayor Chip Wilson
Vice Mayor Robert Schroeder (Alternate)
Councilmember Darren Cross (Alternate)

City of Casa Grande
Mayor Lisa Fitzgibbons
Councilmember Brent BeDillon (Alternate)

City of Coolidge
Mayor Jon Thompson

City of Eloy
Mayor Andrew Sutton

Town of Florence
Mayor Keith Eaton

Gila County
Supervisor Tim Humphrey

Gila River Indian Community
Vacant

City of Globe
Mayor Al Gameros

Town of Hayden
Mayor Dean Hetrick

Town of Kearny
Mayor Curtis Stacy
Councilmember Christian Rios (Alternate)

Town of Mammoth
Mayor Alvaro Barcelo

Town of Marana
Mayor Jon Post

City of Maricopa
Mayor Nancy Smith
Councilmember Vince Manfredi (Alternate)

Town of Miami
Mayor Michael Sosh

Town of Payson
Mayor Steve Otto

Pinal County
Supervisor Jeff Serdy

Town of Queen Creek
Councilmember Robin Benning (Alternate)

San Carlos Apache Tribe
Chairman Terry Rambler

Town of San Tan Valley
Mayor Daren Schnepf
Vice Mayor Tyler Hudgins (Alternate)

Town of Star Valley
Mayor Bobby Davis
Councilmember Belle McDaniel (Alternate)

Town of Superior
Mayor Mila Besich
Councilmember Vanessa Navarrette (Alternate)

Town of Winkelman
Mayor Louis Bracamonte
Councilmember Angela Skillings (Alternate)

White Mountain Apache Tribe

Please provide updated information to Angela Gotto at agotto@cagaz.org.

☐	**Information Only**
☒	**Motion to Approve**

Date: **October 28, 2026**

To: **Andrea Robles / Regional Council**

From: **Yvonne Tackett, Finance Director**

Subject: **Financial Report-September 2026**

Staff Recommended Motion

Move to approve the September 2026 Financial Report as presented.

Management Committee Motion

Mr. Brent Billingsly, Town of San Tan Valley, made a motion to approve and pass to Regional Council the September 2026 Financial Report as presented. Mr. Ryan McDonald, Town of Queen Creek, seconded the motion. The motion passed unanimously.

Summary Discussion

The Actual vs. Budget Comparison worksheet included in the packet shows activity through September 30, 2026. At 25% of the fiscal year, total expenditures were $226,326 or 16.94% of the annual budgeted amounts. Revenues of $331,947 reflect 28.73% of the anticipated annual revenues, leaving a net balance of $168,610.

CAG's current cash balance is $308,731.57 and receivables total $210,904.80

Attachment(s)

September 2026 Actual vs Budget Comparison FY2025-2027 Worksheet

Central Arizona Governments - Finance
Actual vs Budget Comparison
FY 2025-2027

	25% of fiscal year elapsed			100% of fiscal year elapsed			100% of fiscal year elapsed		
	9/30/2026	%	2027 BUDGET	6/30/2026	%	2026 BUDGET	6/30/2025	%	2025 BUDGET
Personnel									
Salaries	$ 103,297	21.45%	$ 481,642	$ 454,772	95.23%	$ 477,574	$ 425,914	85.91%	$ 495,777
Fringe Benefits	$ 34,571	19.54%	$ 176,958	$ 141,265	91.37%	$ 154,612	$ 125,440	76.16%	$ 164,702
Total Personnel	**$ 137,868**	**20.93%**	**$ 658,600**	**$ 596,037**	**94.28%**	**$ 632,186**	**$ 551,354**	**83.48%**	**$ 660,479**
Direct Costs									
Facilities (Rent,Utilities, Communications)	$ 23,785	25.09%	$ 94,784	$ 88,629	95.82%	$ 92,500	$ 86,908	97.34%	$ 89,287
Contractual Services/Forums/Workshops	$ 9,411	2.83%	$ 333,071	$ 101,430	50.13%	$ 202,325	$ 199,453	81.30%	$ 245,325
Matching funds (transfers out to other Funds)	$ 30,729	18.22%	$ 168,653	$ 49,701	106.50%	$ 46,666	$ 81,685	116.11%	$ 70,350
Travel & Development/Dues & Fees	$ 12,343	41.61%	$ 29,667	$ 18,276	64.13%	$ 28,500	$ 27,276	121.23%	$ 22,500
Supplies/Printing/Advertising	$ 5,270	20.87%	$ 25,250	$ 13,314	49.31%	$ 27,000	$ 18,488	69.77%	$ 26,500
Equipment/Maintenance/Software	$ 6,830	26.75%	$ 25,536	$ 57,718	129.70%	$ 44,500	$ 43,116	165.83%	$ 26,000
Total Direct Costs	**$ 88,367**	**13.05%**	**$ 676,961**	**$ 329,068**	**74.54%**	**$ 441,491**	**$ 456,926**	**95.20%**	**$ 479,962**
Total Expenses	**$ 226,236**	**16.94%**	**$ 1,335,561**	**$ 925,105**	**86.16%**	**$ 1,073,677**	**$ 1,008,280**	**88.41%**	**$ 1,140,441**
Revenues - New Funding	$ 331,947	28.28%	$ 1,173,661	$ 911,136	84.82%	$ 1,074,204	$ 953,422	86.58%	$ 1,101,170
Membership Dues transfer to Local Cash Match	$ 30,729	18.22%	$ 168,653	$ 49,701	106.50%	$ 46,666	$ 81,685	116.11%	$ 70,350
Carry over :Prior Year	$ 32,170		$ 32,170	TBD			TBD		TB
Total Available Funding	**$ 394,846**	**28.73%**	**$ 1,374,484**	**$ 960,837**	**85.72%**	**$ 1,120,870**	**$ 1,035,107**	**88.36%**	**$ 1,171,520**
Total Revenue Over (Under) Expenditures	**$ 168,610**	433.19%	**$ 38,923**	**$ 35,732**	75.71%	**$ 47,193**	**$ 26,827**	86.32%	**$ 31,079**

Current Cash Balance: ***$308,731.57*** ***Current Receivables:*** ***$210,904.80***

*** Cash Balance 09/30/2026=$383,118.77*

Agenda Item VIII – C

☐	Information Only
☒	Motion to Approve

Date: October 28, 2026

To: Andrea Robles / Regional Council

From: Yvonne Tackett, Finance Director

Subject: Updates to Policies and Procedures

Staff Recommended Motion

Move to approve the updates to the CAG Policies and Procedures as presented.

Management Committee Motion

Mr. Gilbert Lopez, City of Coolidge, made a motion to approve and pass to Regional Council the updates to the CAG Policies and Procedures as presented. Mr. Rob Wisler, City of Apache Junction, seconded the motion. The motion passed unanimously.

Summary Discussion

The recent ADOT audit included a review of CAG's policies and procedures. Direction was given by the auditor to update and/or add to these existing policies and procedures to bring us into compliance with ADOT audit requirements.

Additional verbiage was added to the "Bank Account Debit Card Payments" (Page 6) to indicate that the Executive Director's use of the agency Debit Card follows the purchasing limits set forth in the Procurement Policy, and the "Payroll Processing Procedures" clarifies that no secondary approval is required on the Executive Director's time/travel sheet (Page 8) of the "Finance Procedures".

Other updates were made to the "Authorizations & Purchasing/Contracts Limits" chart (Page 5) section of the "Procurement Policies and Procedures" document to state that the use of the agency Debit Card by the Executive Director to purchase routine office supplies, travel accommodations and conference registrations does not require a requisition and is subject to the micro-purchase dollar amount limitation.

Attachment(s)

Finance Procedures
Procurement Policies and Procedures

CENTRAL ARIZONA GOVERNMENTS

Finance

Policies and Procedures

Updated June 2026

Invoicing /Accounts Receivable- Grants/Contracts Procedure

Purpose

The intent of this procedure is to promote the timely and accurate recording of the agency's grant-related accounts receivable.

Goals and Objectives

The primary goals and objectives of this procedure are as follows:

1. To ensure that all grant-related activities are invoiced accurately and promptly after the task is performed.

2. To detect billing and posting errors and omissions on a timely basis, and to resolve them in an effective and efficient manner.

3. To provide timely and accurate accounts receivable information to senior management, the CAG Executive Director and granters.

4. To maximize the agency's cash flow by billing granters in a timely fashion.

5. To bill all granters based on the terms of the grant agreement.

Invoices/Requests for Payment

The following procedures are designed to accomplish the stated goals and objectives:

1. By the 15th of each month {or the 15th of the month after the quarter end for quarterly grants) the Finance Department staff will summarize the expenses for the preceding month or quarter by fund number. Depending on the terms of the grant, the expenses may be determined either on a cash or accrual basis. Fee for service contracts are billed according to the billing timeline stated in the contract.

2. The Department Head shall prepare grant billings for review by the Finance Director and/or Executive Director. After the grant/contract billings are reviewed, the Department Head shall request an invoice from the Finance Department Designee who then enters the invoice information in the Receivables log. A copy of the invoice will be forwarded to the Department Head for inclusion in the billing request to the grantor. Invoices shall be emailed or delivered to grantors according to the requirements of each grant. (Some granting agencies require their own invoice form to be used when billing. CAG still creates an invoice to maintain consistency in tracking receivables and maintaining grant files)

3. When invoices are created, a journal entry to credit the Revenue account and debit the Receivable Account will be created by the Finance Department Designee and entered in Caselle.

4.Payments received by mail will be opened, time stamped and receipted in daily by the Finance Department Designee. Two copies of the check will be made and distributed as follows:

(1) attached to a copy of the invoice and copy of the receipt for backup to a CR journal entry, and

(2) attached to a copy of the invoice and a copy of the receipt to be filed in the grant folder.

The actual check shall be given to the Executive Director or Finance Director for deposit at CAG's bank.

5. Payments received via ACH will be confirmed by a printout from CAG's bank, notification on the GAO Vendor Payment Search website, if applicable, and receipted in by the Finance Department Designee. A CR journal entry will be prepared and entered in Caselle. CR journal entries should debit Cash and credit the Receivable Account.

6. An aging of the grant accounts receivable shall be reviewed to ensure that the receivables are being collected in full and in a timely manner. The Finance Department staff shall promptly contact any grantor with grant receivables outstanding more than 45 days. Past due, open receivable amounts will be reported to Management and Regional Council as part of the Finance report presented by the Finance Director at the next regularly scheduled committee and council meeting.

7. Grantor payments received are to be applied daily to open accounts receivable by the Finance Department staff. All unidentified grantor payments or payment differences shall be immediately researched and resolved by the Finance Department staff. Any payment related to an unidentified grantor payment or difference shall be deposited into the CAG deposit bank account while the matter is being resolved. Refunds will be posted against the line item where the expense was charged, if in the same fiscal year. If the refund is for a past year's expense, the refund will be posted in Miscellaneous Revenue.

8. The write-off of all uncollected accounts receivable requires the **written approval of the Executive Director**. Any uncollected accounts receivable outstanding for more than 360 days shall be reviewed and a determination made regarding the likelihood of collecting the funds.

Banking Internal Control

Bank Deposits and Bank Account Transfers Procedure

Purpose

This procedure is intended to guide the staff with the prompt deposit of cash and checks and the efficient payments of EFT, Online and Debit Card purchases.

Goals and Objectives

The primary goals and objectives of this procedure are as follows:

1. To promote the timely deposit of all cash and checks into the CAG Operations Account.

2. To safeguard against the improper use of CAG funds.

3. To provide timely and accurate cash and investments information to the Executive Director.

Procedures

The following procedures are designed to accomplish the stated goals and objectives:

Bank Deposits

1. All checks received via the U.S. mail must be opened, logged and classified as to the type of item (i.e., revenue or reduction of expenditure) by a member of the Finance Department staff other than the Finance Director. The Finance Department Designee shall open the mail and complete a deposit general ledger journal entry record form with receipts for each fund documenting the total deposit amount. This promotes the segregation of duties.

2. The checks shall be promptly forwarded to the Executive Director or Finance Director for deposit at Chase Bank.

3. Two copies of all checks must be made of the checks deposited. The Finance Director will print a confirmation from the bank account. The Accounts Receivable log is updated with the payment information. Upon confirmation, a copy of the check, a copy of the receipt and a copy of the invoice will be attached to the CR journal entry and entered by the Finance Department Designee. The second copy of each shall be placed in the appropriate grant folder.

Bank Account EFT/ACH Payments

Bank transfers from the Operations Account (OA) are typically required for the following reasons:

From	To	Reason(s)
OA	ASRS, HSA, Nationwide (457 EEE Pre-tax), BCBS, Principal, Colonial, EyeMed and Other Applicable Accounts	ACH bi-weekly or monthly online transfers initiated by the CAG Finance Department staff.

Electronic Fund Transfers

1. The Finance Department Designee will process online Electronic Fund Transfers for online/direct payment of payroll-related items including HSA contributions, ASRS/LTD, and Nationwide 457 EE Pre-tax employee contributions. A confirmation page of the EFT will be printed to show proof of charge and transfer date. A copy of the bank confirmation will be printed and attached to a CD journal entry once the payment clears the bank.

2. The Finance Director will process online Electronic Fund Transfers for online/direct payment of monthly items including Health Insurance (BCBS), Vision Insurance (EyeMed), Colonial, and Principal (Life and Dental Insurance). A confirmation page of the EFT will be printed to show proof of charge and transfer date. A copy of the bank confirmation will be printed and attached to a CD journal entry once the payment clears the bank.

Bank Account Debit Card Payments

The Executive Director maintains the only Debit Card associated with the Operations Account. Debit card purchases are made only by her, or at her direction, to pay for items not paid by check or through the EFT payments described above. Purchases may include supply orders, meals for meetings, registrations or travel arrangements for training and other conferences. Purchase confirmations are printed, chargeable fund numbers noted and forwarded to the Finance Director who matches confirmation of the charge through the bank website and reconciles the charges as part of the bank reconciliation process at month-end. The dollar amount of these purchases are subject to the limits outlined in the CAG Procurement Policy.

Bank Deposits and Bank Account Transfers Procedure

Purpose

The purpose of this procedure is to guide the Finance Department staff with the processing of the bi-weekly employee payroll and the handling of related fringe benefit deductions.

Goals and Objectives

The primary goals and objectives of this procedure are as follows:

1. To accurately prepare the bi-weekly employee payroll.

2. To make available pay stub information to employees on or before the predetermined pay dates.

3. To make all payroll-related fringe benefit payments in a timely manner.

4. To address all employee payroll-related inquiries within one business day.

5. To promote effective communications between the departments and Finance Department staff regarding payroll and benefits matters.

6. To ensure that payroll and related fringe benefit payments are recorded in the general ledger.

Procedures

1. New hire information will be entered and an employee profile will be set up in PAYCHEX using the PAF and new hire required paperwork including job title, pay rate, tax elections, health-related employee benefit elections, deductions and employer share of benefits to be posted. An employee file folder will be created and used to store the employee's documents in the finance department. {Payroll and the related fringe benefit deduction information for employees, under the terms of the CAG personnel policies, is the primary responsibility of the CAG Human Resources staff)

2. Updates and changes to all staff profiles require a form to be filled out by the employee, or via a PAF issued by the Executive Director, and updates will be performed in PAYCHEX by the Finance Director. After updating the profile, a copy of the form will be placed in the employee's file folder in the finance department.

3. Each employee completes a timesheet at the end of each pay period, noting the allocation of their time amongst the appropriate funds, and electronically sends it to the Executive Director for review and approval. A separate "Claim for Reimbursement of Employee Expenses" form must be completed by the employee, with supporting documentation for travel or other expenses. Upon approval by the Executive Director, the timesheet and claim for

reimbursement is printed, signed and forwarded to the Finance Department Designee for entry into PAYCHEX. Note: There is no secondary approval required for the Executive Director's timesheet/travel.

4. The Finance Department Designee creates a Biweekly Payroll Summary sheet. Time and reimbursement amounts are entered in PAYCHEX and a Pre-processing Payroll Journal is printed through PAYCHEX. A review of the payroll journal is completed by the Finance Director, comparing total hours from the biweekly summary sheet to the journal. The payroll journal is reviewed for claim for reimbursement amounts, benefit amounts posted as employer memos, and employee withholdings/deductions.

5. After the pre-processing payroll journal information is reviewed and approved, the Finance Department Designee shall electronically submit the payroll information immediately to PAYCHEX for processing. An email is received when the payroll processing by PAYCHEX is complete. Once completed, additional reports are available in PAYCHEX. The employee pay stubs are then available online.

6. The payroll reports are forwarded to the Finance Director for review and then filed in the monthly payroll file with the timesheets/travel forms & backup. Any differences or problems shall be brought promptly to the attention of the Finance Director and the payroll processor and resolved. The resolution of all differences must be documented in writing and included in the applicable pay date file.

7. After payroll processing is complete, the Finance Department Designee prepares a payroll journal entry using the timesheets as a guide to the allocations of time. Benefit amounts for each employee are entered from the PAYCHEX payroll journal and calculated by percentage, according to the time spent in each fund. Totals should match the last page of the payroll journal from PAYCHEX. The journal entry is then entered into Caselle. A copy of the payroll journal and cash requirements report are attached to the journal entry and placed in the journal entry file.

8. PAYCHEX remits all Federal, State and local taxes, Workers Comp, and garnishments on behalf of CAG. These items are listed on the cash requirements report from PAYCHEX and included on the payroll journal entry described above.

9. The Finance Department Designee prepares the 457 EE Pretax payments (Nationwide), HSA contributions, and ASRS retirement contributions and remits them electronically. The Finance Director prints confirmation of these items as they clear CAG's bank and forwards the confirmation to the Finance Department Designee who prepares and enters a CD journal entry for each.

10. Calendar Year End - W-2's PAYCHEX prepares and issues the employee W-2's to the Finance Department staff for distribution to the CAG employees. The Finance Department staff is

responsible for providing the payroll processor with the taxable portion of items such as: the personal use of company automobile, preferential life insurance, moving expenses, graduate tuition, etc. The Finance Department staff is responsible for ensuring the accuracy of the W-2 information and should perform a review of the W-2's before distributing them to the employees.

11. The W-2's are distributed annually by the Finance Department staff to all employees by the due date established by the Federal government (typically January 31 of each year). Any undistributed employee W-2's are mailed to the last known address of the employee. All W-2's returned by the U.S. Postal Service are forwarded to the Human Resources staff for verification of the address. If a W-2 remains undeliverable after this attempt the Human Resources staff will file the W-2 in the employee's personnel file. W-2's are also made available to employees online.

CENTRAL ARIZONA GOVERNMENTS

Procurement

Policies and Procedures

Updated June 2026

OVERVIEW

Central Arizona Governments (CAG) expects the practice of ethical, responsible, and reasonable procedures related to purchasing, agreements and contracts, and related forms of commitment. The policies and procedures within this document describe the principles and procedures that all staff shall adhere to in the completion of their designated responsibilities. The goal of these procurement policies is to ensure that materials and services are obtained in an effective manner and in compliance with the provisions of applicable Federal and State statutes and grant requirements.

Specific approval limits based on purchase price shall be followed independently for each specific program in accordance with the contract or award requirements. CAG has established limits for required authorization and approval of purchases/contracts in this policy fashioned after those Methods of Procurement to be followed listed in the 2 CFR 200. If stricter requirements are specifically named in an award/contract, the stricter guidelines will be applied.

RESPONSIBILITY FOR PURCHASING

The Department Manager or designee(s) shall have the authority to request purchases on behalf of CAG to meet the needs of the department, and/or to fulfill requirements of grants and awards, including Federal, State and local funding. The Department Manager or designee(s) shall be responsible for initiating and processing purchases within the guidelines described here. The Department Manager or designee(s) shall complete a Payment/Purchase Request form with as much information as possible. The CAG Finance Manager or designee shall make the determination on any proposed purchases where budgetary or other conditions may result in denial and the Executive Director has final approval authority over all purchases and contractual commitments**.**

CODE OF CONDUCT IN PURCHASING - (2 CFR PART 200.318(c)(1)

Ethical conduct in managing CAG's purchasing activities is essential. Staff must always be mindful that they represent the Regional Council and share a professional trust with other staff and the general membership.

• Staff shall discourage the offer of, and decline, individual gifts or gratuities of value in any way that might influence the purchase of supplies, equipment, and/or services.

• Staff shall notify their immediate supervisor if they are offered such gifts.

• No Officer, Regional Council Member, Employee, or Agent shall participate in the selection or administration of a contractor if a real or apparent conflict of interest would be involved. Such a

conflict would arise if an Officer, Regional Council Member, Employee or Agent, or any member of his or her immediate family, his or her spouse or partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in the vendor selected.

• Officers, Regional Council Members, Employees, and Agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from vendors or parties to sub-agreements.

•Unsolicited gifts with a value of $25 or less may be accepted with approval of the Executive Director

COMPETITION - (2 CFR PART 200.319)

In order to promote open and full competition, purchasers will:

- Be alert to any internal potential conflicts of interest.
- Be alert to any noncompetitive practices among contractors that may restrict, eliminate or retain trade.
- Not permitting contractors who develop specifications, requirements, or proposals to bid on such procurements
- Award contracts to bidders whose product or service is most advantageous in terms of price, quality, and other factors
- Issue solicitations that clearly set forth all requirements to be evaluated.
- Reserve the right to reject any and all bids when it is CAG's best interest.
- Not give preference to State or Local geographical areas unless such preference is mandated by federal statue {200.319{b)).

Purchasers may use "name brand or equivalent" description as a means to define the performance or requirements (200.319(c)(1)).

NONDISCRIMINATION POLICY

All contractors who are the recipients of CAG funds or who propose to perform any work or furnish any goods under agreements with CAG, in any program or activity that receives Federal funds or other Federal assistance, shall agree and adhere to CAG's Title VI Non-Discrimination Program Implementation Plan.

PROCUREMENT PROCEDURES: FOUNDATION

1. CAG shall avoid purchasing items that are not necessary or duplicative for the performance of the activities required by a Federal award (2 CFR Part 200.318(d)).

2. Where appropriate, an analysis shall be made of lease and purchase alternatives to determine which would be the most economical and practical procurement for the Federal government (2 CFR Part 200.318(d)). This analysis should only be made when both lease and purchase alternatives are available to the program.

3. When appropriate, CAG will enter into state and local inter-governmental or inter-entity agreements for procurement and use of common or shared goods and services (2 CFR Part 200.318{e)J.

4. When feasible and appropriate CAG will use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs (2 CFR Part 200.318(!)).

5. Documentation of the cost and price analysis associated with each procurement decision in excess of the simplified acquisition threshold ($150,000) shall be retained in the procurement files pertaining to each Federal award {2 CFR Part 200.323).

6. All pre-qualified lists of people, firms or products which are used in acquiring goods and services must be current and include enough qualified sources to ensure maximum open and full competition (2 CFR Part200.319(d)).

7. CAG will maintain sufficient records to detail the history of procurement based on table in Authorization and Purchasing Limits section on the next page (2 CFR Part 200.318(I)) including:

A. Rationale for the method of procurement;
B. Selection of contract type;
C. Contractor selection or rejection; and
D. The basis for the contract price.

8. CAG shall make all procurement files available for inspection upon request by a Federal awarding agency.

9. CAG shall not utilize the cost-plus-a-percentage-of-cost method of contracting (2 CFR Part 200.323(d)J, where not allowed by funding sources.

All staff members with the authority to approve purchases will receive a copy of and be familiar with 2 CFR Part 200.400 - 475, Cost Principles.

PROCUREMENT PROCEDURES: CAG PRACTICE

Procurement procedures are necessary for a sound management system. CAG purchasing involves three major components: requisitioning, ordering, and receiving. Contracting or subcontracting requires added evaluation, negotiation and timing requirements.

Special attention is drawn to the necessity for all procurement to be made in a manner that:

1. Promotes full and open competition;

2. Meets CAG's Standard of Conduct;

3. Provides documentation for minority and women-owned businesses;

4. Reflects positive efforts to utilize small businesses and Labor Surplus Area Firms; and

5. Provides documentation for micro-purchase, small purchase procedure, sealed bid, and competitive and noncompetitive proposal selection (2 CFR Part 200.320).

All purchases will be made in accordance with 2 CFR Part 200.

PURCHASING PRACTICE: OVERVIEW

A CAG Purchase Request Form is to be completed and submitted to the Finance Department with the required authorized signatures within a timely manner. If approval is obtained, the person that requisitioned is notified of such approval. In most instances the Purchaser orders the goods, receives the goods and then submits the invoice and receiving documentation back to the Finance Department. At times, collective requisitions will be ordered by some designated staff to avoid duplication and take advantage of bulk pricing. The invoice, any documentation on quotes, any receiving papers, and the approved copy of the purchase request are all forwarded to the Finance Department for payment.

AUTHORIZATIONS & PURCHASING/CONTRACT LIMITS

All purchases must be reviewed and approved by the Department and Finance Managers prior to being submitted to the Executive Director. The Executive Director is authorized to enter into contract on behalf of CAG for up to $150,000. All contracts must be reviewed and approved by the Department and Finance Managers prior to being submitted to the Executive Director for approval. These policies also apply to renewals of existing contracts. The following table lists required approval levels and solicitation/documentation requirements based on the purchase/contract amounts. *Exception to this chart includes micro-purchases for items such as routine supplies, travel accommodations and conference registrations made by the Executive Director using the agency debit card. Receipts are required, but no requisition will be necessary.

Purchase/Contract Amount	Required Approvals	Required Solicitation	Required Documentation
< $3,000 (Micro-Purchase)	**PURCHASES:** • Department Manager • Finance Manager • Executive Director **CONTRACTS:** • Executive Director	• Evidence of solicitation is not required, but purchases should be distributed among qualified vendors. •Funding Source Requirements (if applicable)	•Requisition •Signed Contract
$3,000 > $25,000 (Small Purchase)	**PURCHASES:** • Department Manager • Finance Manager • Executive Director **CONTRACTS:** • Executive Director	• Minimum of three (3) quotes - Catalogue; - Internet; or - Written; • Funding Source Requirements (if applicable)	• Requisition • Documentation of bids received. • How decision was made • Signed Contract
$25,000 > $150,000 (Small Purchase)	**PURCHASES:** • Department Manager • Finance Manager • Executive Director • Management Committee • Regional Council **CONTRACTS:** • Executive Director	Minimum of three (3) Quotes • Catalogue • Internet; Or • Written Funding Source Requirements (if applicable)	•Copy of all IFBs or RFPs. •Proposal scoring grid •Selection Committee participants •Winning proposal •Signed Contract
>$150,000 (Sealed Bids)	**PURCHASES & CONTRACTS:** •Department Manager •Finance Manager •Executive Director •Management Committee •Regional Council	• Minimum of three (3) written sealed bids -Invitation for Sealed Bids - (IFBs); or Request for Sealed Proposals - (RFPs) • Funding Source Requirements (if applicable)	• Copy of all IFBs or RFPs. • Proposal scoring grid • Selection Committee participants • Winning proposal • Signed Contract

APPROVED CONTRACTORS

CAG may, at least once every three (3) years, develop lists of approved contractors that can be used throughout the year. CAG Department managers are encouraged to work with the CAG Finance Department to identify agency wide purchasing/contract needs. The process to identify an approved contractor is as follows:

1. Develop a list of similar, commonly purchased items that can be acquired from a single contractor if applicable.

2. Get cost estimates for the list in total, not for each item, and include potential shipping costs, if applicable.

3. Obtain three (3) quotes (See table under Authorization and Purchasing/Contract limits).

4. Compare quotes.

5. Contracts shall be awarded to the responsible bidder whose proposal is most advantageous to the program, with price and other factors

This process should be repeated annually. All contractors will be reevaluated June 1, with the approved list being produced by June 30. Contractors may be added throughout the year.

USE OF PURCHASE REQUEST

A properly completed purchase request shall be required for each purchase decision (i.e., total amount of goods and services purchased, not unit cost) in excess of a predetermined amount, with the exception of travel advances, routine travel expenses and expense reimbursements, which require the preparation of a separate form authorized by CAG. A properly completed purchase request shall contain the following information, at minimum:

1. Specifications or statement of services required

2. Vendor/Contractor name, address, point of contact and phone number

3. Source of funding (if applicable)

4. Delivery or performance schedules

5. Delivery, packing, and transportation requirements

6. Special conditions (if applicable)

7. Catalog number, page number, etc. (if applicable)

8. Net price per unit, less discount, if any

9. Total amount of order

10. Authorized Signature

11. Date purchase request prepared

REQUIRED SOLICITATION OF QUOTATIONS FROM CONTRACTORS

Solicitations for goods and services (IFBs or RFPs) should provide for all of the following:

1. A clear and accurate description of the technical requirements for the material, product, or service to be provided. Descriptions shall not contain features which unduly restrict competition (2 CFR Part 200.319{c)(1)).

2. Requirements which the bidder /offeror must fulfill and all other factors to be used in evaluating bids or proposals (See the next section entitled "Evaluation of Alternative Contractors" for required criteria) (2CFR Part 200.319{c}{2)}.

3. Technical requirements in terms of functions to be performed or performance required including the range of acceptable characteristics or minimum acceptable standards (2 CFR Part 200.319{c}{1}}.

4. The specific features of "brand name or equal" descriptions that bidders are required to meet when appropriate (2 CFR Part 200.319{c}{1}}.

5. A description of the format, if any, in which proposals must be submitted include the name of the persons to whom proposals should be sent.

6. The date by which proposals are due.

7. Required delivery or performance dates/schedules.

8. Clear indications of the quantity(ies) requested and unit(s) of measure.

9. Proof of required licenses, insurance, and bonding of each contractor.

EXTENSION OF DUE DATES & RECEIPT OF LATE PROPOSALS

Solicitations should provide for sufficient time to permit the preparation and submission of offers before the specified due date. However, an extension may be granted if a prospective offeror requests.

Contractor proposals are considered late if received after the due date and time specified in the solicitation. Late proposals shall be marked on the outside of the unopened envelope or cover, in the procurement folder. Contractors that submit late proposals shall be sent a letter notifying them that their proposal was late and cannot be considered for award.

EVALUATION OF ALTERNATIVE CONTRACTORS

Contractors shall be evaluated on a weighted scale that considers some or all of the following criteria as appropriate for the purchase:

• Adequacy of the proposed methodology

• Skill and experience of key personnel

• Demonstrated experience

• Other technical specifications designated by the department requesting proposals

• Compliance with administrative requirements of the request for proposal (format, due date, etc.)

• Contractor's financial stability

• Contractor's demonstrated commitment to the nonprofit sector

• Results of communications with references supplied by vendor

• Ability /commitment to meeting time deadlines

• Cost

• Minority- or women-owned business status of vendor

• Other criteria (to be specified by the department requesting proposal)

Not all of the preceding criteria may apply in each purchasing scenario. However, CAG shall establish the relative importance of the appropriate criteria prior to requesting proposals and shall evaluate each proposal on the basis of the criteria and weighing that have been determined.

After a contractor has been selected and approved by Selection Committee, the final selection shall be approved by others according to CAG's purchasing approval policies.

AFFIRMATIVE CONSIDERATION OF MINORITY, SMALL BUSINESS, WOMEN-OWNED BUSINESSES, & LABOR SURPLUS AREA FIRMS - (2 CFR PART 200.321).

Positive efforts shall be made by CAG to utilize small businesses, minority-owned firms, women's business enterprises, and labor surplus area firms whenever possible. Therefore, the following steps shall be taken:

1. Ensure that small businesses, minority-owned firms, women's business enterprises, and labor surplus area firms are used to the fullest extent practicable (2 CFR Part 200.321).

2. Make information on forthcoming opportunities available and arrange time frames for purchases and contracts to encourage and facilitate participation by small businesses, minority-owned firms, women's business enterprises and labor surplus area firms (2 CFR Part 200.321{b)(4)).

3. Consider in the contract process whether firms competing for larger contracts tend to subcontract with small businesses, minority-owned firms, and women's business enterprises (2 CFR Part 200.321(b)(6)).

4. Encourage contracting with consortiums of small businesses, minority-owned firms, women's business enterprises, and labor surplus area firms when a contract is too large for one of these firms to handle individually (2 CFR Part 200.321(b)(3)).

5. Use the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Department of Commerce's Minority Business Development Agency in the minority-owned firms and women's business enterprises (2 CFR Part 200.321(b)(S)).

AVAILABILITY OF PROCUREMENT RECORDS - (2 CFR PART 200.324(b))

CAG shall, on request, make available for the Federal awarding agency, pre-award review and procurement documents, such as requests for proposals, when any of the following conditions apply:

• The process does not comply with the CAG procurement standards in 2 CFR Part 200 (2 CFR Part 200.324(b)(1)).

• The procurement is expected to exceed the Federally defined simplified acquisition threshold ($150,000) and is to be awarded without competition or only one bid is received (2 CFR Part 200.324(b)(2)).

• The procurement exceeds the simplified acquisition threshold and specifies a "name brand" product (2 CFR Part 200.324(b)(3)).

• The proposed award exceeds the Federally defined simplified acquisition threshold and is to be awarded to other than the apparent low bidder under a sealed-bid procurement (2 CFR Part 200.324(b}(4)).

• A proposed contract modification changes the scope of a contract or increases the contract by more than the amount of the Federally defined simplified acquisition threshold (2 CFR Part 200.324(b)(5)).

PROVISIONS INCLUDED IN ALL FEDERALLY ASSISTED CONTRACTS - (2 CFR PART 200 APPENDIX II)

CAG includes all the following provisions, as applicable, in all contracts charged to Federal awards (including small purchases) with vendors and sub-grants to grantees:

1. CONTRACTS for more than the simplified acquisition threshold currently set at $150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

2. All contracts more than $10,000 must address termination for cause and for convenience by the nonfederal entity including the manner by which it will be affected and the basis for settlement.

3. EQUAL EMPLOYMENT OPPORTUNITY: All contracts shall contain a provision requiring compliance with E.O. 11245, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR Part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

4. **DAVIS-BACON ACT, as AMENDED (40 U.S.C. 275a to a-7):** When required by Federal program legislation, all construction contracts of more than $2,000 awarded by CAG and its subrecipients shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction").

5. **CONTRACT WORK HOURS & SAFETY STANDARDS ACT (40 U.S.C. 327-333):** Where applicable all contracts awarded by CAG in excess of $2,000 for construction contracts and in excess of $2,500 for other contracts that involved the employment of mechanics or laborers shall include a provision for compliance with Sections 102 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), as supplemented by Department of Labor regulations (29 CFR Part 5).

6 **RIGHTS TO INVENTIONS MADE UNDER A CONTACT OR AGREEMENT:** Contracts or agreements for the performance of experimental, developmental or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organization and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the award agency.

7. **CLEAN AIR ACT (42 U.S.C. 7401 et seq.) & THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. 1251 et seq.), as AMENDED:** Contracts and sub-grants of amounts in excess of $100,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq.) Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

8. **MANDATORY** standards and polices relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).

9. **BYRD ANTI-LOBBYING AMENDMENT (31 U.S.C. 1352):** For all contracts or sub-grants of $100,000 or more, CAG shall obtain from the contractor or sub-grantee a certification that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or

attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. 1352.

10. **DEBARMENT & SUSPENSION (E.O.s 12549 & 12689):** No contract shall be made to the parties listed on the General Services List of Parties Excluded from Federal Procurement or No procurement Programs I accordance with E.O.'s 12549 and 12689, "Debarment and Suspension."

PROVISIONS INCLUDED IN ALL FEDERAL TRANSIT ADMINISTRATION (FTA)

ASSISTED CONTRACTS

FTA requires additional clauses. Information on clause applicability can be found in the FTA Best Practices Procurement Manual and in the annually published Comprehensive Review Guide, both of which are available on the FTA website. Clause language can be found in the Best Practices Procurement Manual and the FTA Master Agreement. Applicable clauses can be automatically generated using National RTAP's Procurement Pro web-based software.

SPECIAL PURCHASING CONDITIONS

EMERGENCIES: Where equipment, materials, parts, and/or services are needed, quotations will not be necessary if the health, welfare, safety, etc., of staff and protection of Organization property is involved. The reasons for such purchases will be documented in the procurement file.

SINGLE DISTRIBUTOR/SOURCE: Sole source purchases contractors may be made when one or more of the following conditions applies:

• The item or service is only available from one source

• The situation is an emergency and will not permit a delay resulting from competitive solicitation

• The awarding agency expressly authorizes noncompetitive proposals in response to a written request

• After solicitation, competition is deemed inadequate (insufficient bidders)

Approval from the awarding agency may be required.

RIGHT TO AUDIT CLAUSE

CAG requires a "Right to Audit" clause in all contracts between the Organizations and vendors that either:

1. Take any form of temporary possession of assets directed for the Organization, or

2. Process data that will be used in any financial function of the Organization.

This Right to Audit clause shall permit access to and review of all documentation and processes relating to the contractor's operations that apply to CAG as well as documents maintained or processed on behalf of CAG, for a period of three years. The clause shall state that such audit procedures may be performed by CAG employees or any outside auditor or contractor designated by CAG.

PROCUREMENT GRIEVANCE PROCEDURES

Any bidder may file a grievance with CAG during or following a competitive bidding process. Once a selection is made, bidders must be notified in writing of the results. The written communication mailed to bidders must also inform them that they may have a right to appeal the decision. Information on the organization's appeal procedures must be made available to all prospective contractors or sub-grantees upon request, including the name and address of a contact person, and a deadline for filing the grievance. Grievances are limited to violations of Federal laws or regulations, or failure of the Organization to follow its own procurement policies.

RECEIPT & ACCEPTANCE OF GOODS

A representative from the department responsible for the purchase shall inspect all goods received. Upon receipt of any item from a contractor, the following actions shall immediately be taken:

1. Review bill of lading for correct delivery point.

2. Verify the quantity of boxes/containers with the bill of lading.

3. Examine boxes/containers for exterior damage and note on the bill of lading any discrepancies (missing or damaged boxes/containers, etc.).

4. Sign and date the bill of lading.

5. Remove the packing slip from each box/container.

6. Compare the description and quantity of goods per purchase order to the packing slip.

7. Examine goods for physical damage.

8. Count or weigh items, if appropriate, and record the counts on the purchase order.

This inspection must be conducted in a timely manner to facilitate prompt return of goods and/or communication with contractors.

CONTRACT ADMINISTRATION

CAG is required to have policies and procedures on contract administration (2 CFR Part 200.318(b)). Therefore, all programs will adhere to the following procedures.

1. **CONTRACT ADMINISTRATION FILES SHALL BE MAINTAINED:**

a. For each contract greater than $10,000, a separate file shall be maintained.

b. For contracts less than $10,000, Contract records may be combined in a single file by grant or other funding source.

2. **CONTRACT ADMINISTRATION FILES SHALL CONTAIN:**

a. The required documentation specified in the authorizations and purchasing limits table for the original scope of work and for all amendments.

b. Where the contract work is identified in the grant award or budget, the identification and scope of the work contained in the award or budget, and all approved changes.

3. **AUTHORIZATION OF WORK:**

a. No work shall be authorized until the contract for the work has been approved and fully executed.

b. No change in the work shall be authorized until an amendment to the contract for the work has been approved and fully executed, except as permitted for Special Purchasing Conditions.

c. No amendment of a contract for work shall be executed until it has been approved and authorized as required in the Authorizations and Purchasing Limits table and, where required by the terms of the grant award or budget, approval by the funding source.

4. **CONFORMANCE OF WORK:**

a. For each grant award, based on the applicable laws, regulations and grant provisions, the Department Manager shall establish and maintain a system to reasonably assure contractors:

ii. Conformance with the terms, conditions, and specifications of the contract, and ii. Timely follow-up of all purchases to ensure such conformance and adequate documentation

5. AUTHORIZATION OF PAYMENT:

a. The Department Manager will authorize payment of invoices to contracts after final approval of work products before payment is sent out.

Agenda Item VIII– D

☐	**Information Only**
☒	**Motion to Approve**

Date: **October 28, 2026**

To: **Regional Council**

From: **Andrea Robles, Executive Director**

Subject: **Approval of the CAG 5-year Comprehensive Economic Development Strategy (CEDS)**

Staff Recommended Motion

Move to approve the CAG 5-Year Comprehensive Economic Development Strategy (CEDS) as presented.

Management Committee Motion

Mr. Gilbert Lopez, City of Coolidge, made a motion to approve and pass to Regional Council the CAG 5-Year Comprehensive Economic Development Strategy (CEDS) as presented. Mr. Rob Wisler, City of Apache Junction, seconded the motion. The motion passed unanimously.

Staff Summary

CAG hired Arizona Town Hall to develop its 5-year Comprehensive Economic Development Strategy (CEDS). The development process included multiple meetings with the CEDS Committee, CAG's Executive Committee, Management Committee, Regional Council, as well as one-on-one interviews have throughout the Region. A 30-day public comment period was held, during which no comments were received.

Attachment(s)

CEDS: https://www.cagaz.org/Departments/executive/files/CAGCEDS_Oct2026.pdf

Agenda Item VIII-E

☐	Information Only
☒	Motion to Approve

Central Arizona Governments
One Region • No Boundaries

Date: October 28, 2026

To: Regional Council

From: Andrea Robles, Executive Director

Subject: CAG/SCMPO Joint Project Agreement (JPA) for Mobility Management Services

Staff Recommendation

Move to approve the CAG/SCMPO JPA for Mobility Management Services.

Management Committee Recommendation

Mr. Brent Billingsly, Town of San Tan Valley, made a motion to approve and pass to Regional Council the CAG/SCMPO JPA for Mobility Management Services. Mr. Gilbert Lopez, City of Coolidge, seconded the motion. The motion passed unanimously.

Summary Discussion

CAG and the Sun Corridor Metropolitan Planning Organization (MPO) will continue their JPA for Mobility Management services for Federal Fiscal Year 2026-2028. CAG will provide the Mobility Management services for all Transit Programs within the CAG and Sun Corridor MPO planning boundaries. The day-to-day administration of the program will be the responsibility of CAG with support from the Sun Corridor MPO staff as stated within the JPA. The presented JPA reflects updated dates on which the agreement will be active.

Attachment(s)

CAG_SCMPO_JPA – MM Agreement FFY26-28

THIS AGREEMENT is made and entered into this day October 1, 2026, by and between the Sun Corridor Metropolitan Planning Organization, a statutory legal entity established pursuant to the laws of the State of Arizona, hereinafter called "SCMPO", AND the Central Arizona Governments, a statutory legal entity established pursuant to the laws of the State of Arizona, hereinafter called "CAG".

RECITALS

WHEREAS, SCMPO and CAG are entities established pursuant to ARS§11-952, by Intergovernmental Agreement and consists of duly-constituted governmental entities located within the boundaries of Pinal County, Arizona; and

WHEREAS, SCMPO and CAG as provided in ARS § ll-952.02(B)(l) are deemed political subdivisions of the State of Arizona authorized to exercise the powers specified in the Intergovernmental Agreement including, but not limited to, execution of Agreements and expenditure of allocated funds in support of its activities; and

WHEREAS, SCMPO and CAG are administrated by an Executive Board and Regional Council, composed of designees from each member agency, which is responsible for planning, program implementation and control, budgeting and employment of staff; and

WHEREAS, in order to carry out the Mobility Management function for Pinal County, SCMPO and CAG have agreed to enter into a Joint Project Agreement whereby CAG will provide the Mobility Management services for all Transit Programs within the Sun Corridor MPO planning boundaries, within Pinal County; and

WHEREAS, the Mobility Management program is an ADOT reimbursable program, CAG agrees to function as the fiscal agent for this program, and follow all ADOT requirements for reimbursement.

WHEREAS, SCMPO and CAG agree that the management of said program for the Sun Corridor MPO boundaries, within Pinal County, will be under CAG, with input and suggestions from SCMPO staff.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **Administration of the Program:** The parties agree that the day-to-day administration of the program will be the responsibility of CAG;
    a. Monthly invoicing and reports to ADOT will be the responsibility of CAG;
    b. Monthly reporting in the ADOT LPA DBE System will be the responsibility of CAG;
    c. CAG will gather all monthly or quarterly reports from sub-recipients and submit to ADOT within 45 days;
    d. Management of the Mobility Manager will be the responsibility of CAG, with input, if needed, from SCMPO staff;
    e. CAG agrees that all deadlines for submission of key documents to ADOT be met in order to keep all SCMPO sub-recipients (programs) eligible for funding.

2. **Program Activities:** The parties agree that the following activities and services (at a minimum) will be provide by the Mobility Manager within the SCMPO Planning Boundaries;
    a. A monthly or bi-monthly Coordination Council meeting will be held virtually, and/or on a rotating basis, one in Gila County and one in Pinal County. Items on the agenda for the meetings should be specific to the needs of the transit programs;
    b. The Mobility Manager will visit the 5310 and 5311 programs, and potential programs within the region at least two times a year, and at a minimum;
        i. Develop a good working relationship with each program;
        ii. Gather detailed data and service/program information;
        iii. Prepare programs for ADOT/FTA site visits;
        iv. Provide technical assistance for ADOT e-Grant submission;
        v. Determine gaps in service and needs for service;
        vi. Review driver training logs, and provide assistance for training;
        vii. Hold workshops and/or trainings at Coordination Meetings; and
        viii. Keep all programs up-to-date with the latest ADOT/FTA information through email or other means.
    c. CAG will be responsible for the Coordination Plan and updates, to include SCMPO region and their programs.
        i. SCMPO will provide information and input, if needed.

3. **Term of Agreement; Renewal.** The initial term of this Agreement shall commence on October 1, 2026, and shall expire on September 30, 2028. The agreement may be renewed every two years to coincide with the award of a two-year ADOT Mobility Management Grant

to CAG.

4. **Termination:** This Agreement may be terminated:
    a. At any time by mutual agreement of the Parties
    b. By either Party without cause upon 180 days written notice to the other Party of intent to terminate.
    c. For breach of contract upon 10 days written notice by the Party claiming breach to the breaching party; said notice to specify the acts or omissions constituting the alleged breach.

5. **Notices.** Notices to be sent pursuant to this Agreement shall be sent regular mail, and/or email, to the following addresses:

Sun Corridor MPO (SCMPO)
Irene Higgs, Executive Director
211 N. Florence Street, Suite 103
Casa Grande, AZ 85122
520-705-5143
IHiggs@scmpo.org

Central Arizona Governments (CAG):
Andrea Robles, Executive Director
2540 W. Apache Trail, Suite 108
Apache Junction, AZ 85120
(480) 474-9300
ARobles@cagaz.org

Or to such other addresses as the parties may officially designate in writing.

6. **Entire Agreement.** This Agreement contains the entire agreement between the parties and no modifications to the terms and conditions of the agreement shall be binding upon the parties unless evidenced by a written agreement approved and executed by CAG and SCMPO.

7. **Conflicts of Interest.** This agreement is subject to the provisions of A.R.S. §38-511 pertaining to conflicts of interest, the pertinent provisions of which are incorporated herein.

Approvals on Following Page

BY SIGNITURE BELOW, THE PARTIES have caused this instrument to be executed as of the date first above written.

Sun Corridor Metropolitan Planning Organization:
Irene Higgs
Executive Director
211 N. Florence Street, Suite 103
Casa Grande, AZ 85122

Signature: Irene Higgs

Date: September 8, 2026

Central Arizona Governments
Andrea Robles
Executive Director
2540 W. Apache Trail, Suite 108
Apache Junction, AZ 85120

Signature: _____

Date: _____

☐	**Information Only**
☒	**Motion to Approve**

Date: October 28, 2026

To: Regional Council

From: Andrea Robles, Executive Director

Subject: Appointment of Regional Council Representatives to serve on the Member Dues/ Assessment Working Group

Recommended Motion

Move to approve the appointment of Regional Council representatives to serve on the Member Dues/Assessment Working Group

Management Committee Motion

Mr. Brent Billingsly, Town of San Tan Valley, made a motion to approve Mr. Alexis Rivera, Town of Miami; Mr. Chris Wanamaker, Town of San Tan Valley; Mr. Rob Wisler, City of Apache Junction; and Ms. Tami Ryall, Pinal County, to the CAG Member Dues/RTAC Assessment Working Group. Mr. Ryan McDonald, Town of Queen Creek, seconded the motion. The motion passed unanimously.

Summary Discussion

Staff is forming a working group to review the FY 28 Member Dues formula and the RTAC Assessment. We are seeking balanced representation from both larger and small municipalities, as well as representatives from Regional Council.

☐	**Information Only**
☒	**Motion to Approve**

Date: **October 28, 2026**

To: **Regional Council**

From: **Andrea Robles, Executive Director**

Subject: **Date selection for CAG Legislative Day**

Recommended Motion

Move to approve a date selection for the CAG Legislative Day.

Management Committee Recommendation

The Executive Committee recommended scheduling Legislative Day in early January 2027. The Management Committee indicated that January 14th is too early to hold Legislative Day, as it is only three days into the legislative session and bills are still being introduced. Members expressed a preference for holding the event in early February, closer to the bill introduction deadline. The Committee prefers that Legislative Day be held in early February.

Summary Discussion

Staff is planning for the 2027 Legislative Day. Current dates of availability are January 14th, 21st, 28th, and February 4th, 11th, 18th, 2027.

Economic Development District Board

Meeting Agenda

VIRTUAL MEETING

DATE & TIME: October 28, 2026 6:00 PM
LOCATION: Online Zoom Meeting
CALL IN: 877-853-5257 MEETING ID: 861 1075 8173 MEETING PASSWORD: 698292

You will need to enter in the meeting ID and meeting password. If you wish to participate by phone only, please call **877-853-5257**. Enter **Meeting ID 861 1075 8173**. Use **Password 698292** and when asked for Participant ID, please push #.

https://us02web.zoom.us/j/86110758173?pwd=TOo2N9JugeucwXq4R9QyKIEJVotaEW.1

Pursuant to A.R.S § 38-431.02, the public will have physical access to the meeting room at 5:30 PM.

I. Call to Order – *Chairman Al Gameros*

II. New Business - (Review, Discussion and Decision)

A. Approval of the 2026 Comprehensive Economic Development Strategy (CEDS) – *Andrea Robles*

III. Upcoming Meetings & Events

Management Committee – 3:00 pm
January 13, 2027– Apache Junction

Regional Council – 6:00 pm
January 27, 2027 – Apache Junction

IV. Adjourn

EQUAL OPPORTUNITY EMPLOYER/PROGRAM • AUXILIARY AIDS & SERVICES TO INDIVIDUALS WITH DISABILITIES AND INTERPRETATION OR TRANSLATION SERVICES AVAILABLE UPON REASONABLE REQUEST • PHONE: 800-782-1445 • TYY:7-1-1
IGUALDAD DE OPORTUNIDADES EMPLEADOR/PROGRAMA • LAS AYUDAS Y SERVICIOS AUXILIARES PARA PERSONAS CON DISCAPACIDADES Y SERVICIOS DE INTERPRETACIÓN O TRADUCCIÓN ESTÁN DISPONIBLES A PEDIDO RAZONABLE • PHONE: 800-782-1445 • TYY:7-1-1

This agenda may be subject to amendment 24 hours before the meeting.

Agenda Item II– A

☐	**Information Only**
☒	**Motion to Approve**

Date: **October 28, 2026**

To: **Economic Development District Board**

From: **Andrea Robles, Executive Director**

Subject: **Approval of the CAG 5-year Comprehensive Economic Development Strategy (CEDS)**

Staff Recommended Motion

Move to approve the CAG 5-Year Comprehensive Economic Development Strategy (CEDS) as presented.

Management Committee Motion

Mr. Gilbert Lopez, City of Coolidge, made a motion to approve and pass to Regional Council the CAG 5-Year Comprehensive Economic Development Strategy (CEDS) as presented. Mr. Rob Wisler, City of Apache Junction, seconded the motion. The motion passed unanimously.

Staff Summary

CAG hired Arizona Town Hall to develop its 5-year Comprehensive Economic Development Strategy (CEDS). The development process included multiple meetings with the CEDS Committee, CAG's Executive Committee, Management Committee, Regional Council, as well as one-on-one interviews have throughout the Region. A 30-day public comment period was held, during which no comments were received.

Attachment(s)

CEDS: https://www.cagaz.org/Departments/executive/files/CAGCEDS_Oct2026.pdf