

**MANAGEMENT COMMITTEE MEETING  
THURSDAY, SEPTEMBER 7, 2017  
CAG CONFERENCE ROOM  
APACHE JUNCTION, ARIZONA**

**M I N U T E S**

**I. CALL TO ORDER**

Chair Garrett called the meeting to order at 9:04 a.m.

**II. PLEDGE OF ALLEGIANCE**

Chair Garrett led the Management Committee, guests and CAG staff in the Pledge of Allegiance.

**III. ROLL CALL AND INTRODUCTIONS**

**Members Present:** LaRon Garrett, James Menlove, Himanshu Patel, Bryant Powell, Steven Turner, Jess Knudson, Anna Flores, Bruce Gardner, Keith Brann, Gregory Rose, Todd Pryor, Don Jones

**Members Absent:** Harvey Krauss, Sylvia Kerlock, Rick Miller, Bobby Smith, Charles Russell, Tim Grier, Paul Jepson, Joe Heatherly

**Staff:** Andrea Robles, Brad Mecham, Alan Urban, Travis Ashbaugh, Ken Hebert, Randy Simms, Angela Gotto

**Guests:** Kurt Sharp, Yvonne Tackett

**IV. CALL TO THE PUBLIC**

No one answered the Call to the Public.

**V. CONSENT ITEMS**

Mr. Powell made a motion to approve and pass to Regional Council the consent agenda items as presented. Mr. Knudson seconded the motion. The motion passed unanimously.

**A. Approval of Management Committee Minutes**

The Management Committee minutes from August 10, 2017 were approved under Consent Item V-A.

**B. Review, Discussion and Decision on the CAG Limited English Proficiency (LEP) Plan**

The CAG Limited English Proficiency (LEP) Plan was approved under Consent Item V-A.

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

Ms. Robles updated the Committee on recent activities and meetings taking place at CAG. Questions, comments and discussion followed Ms. Robles' report. This was an information item.

## **VII. NEW BUSINESS**

### **A. Finance Update**

Ms. Robles provided the Committee with an update on CAG's Financial status. She stated that Staff met with ADOT to discuss the Audit. CAG Staff will be providing responses back to ADOT and then a formal presentation will be given by ADOT Staff to Management Committee and Regional Council.

Ms. Robles introduced Ms. Yvonne Tackett, CAG's Finance Consultant. Ms. Tackett provided an update to the Committee on some of the challenges she has assisted with in the Finance Department. She also reviewed a sample financial report with the Committee to show what the accounting software can do and what the end goal is for the finance reporting. Questions, comments and discussion followed. This was an information item.

### **B. Confirm Regional Council Voting Membership**

Ms. Robles explained that the Regional Council is asked to confirm voting membership in accordance with the CAG Bylaws every September. She informed the Committee that the invoices for the Membership Dues have been mailed out to CAG's Members. Mr. Knudson made a motion to approve and pass to Regional Council the Regional Council voting Membership. Mr. Turner seconded the motion. The motion passed unanimously.

### **C. Confirm Membership of CAG Committees**

Ms. Robles presented CAG's Committee memberships and explained that the memberships for all committees are reviewed every year in September. Mr. Powell made a motion to approve and pass to Regional Council the confirmation of membership for CAG's Committees. Mr. Turner seconded the motion. The motion passed unanimously.

### **D. Appointment of the FY 19 Budget Committee members**

Ms. Robles explained that in the past a Budget Committee is appointed to review the CAG budget, including worksheets and formulas in the preparation of the budget. CAG staff presents the budget to the Budget Committee in detail and describes the issues within the CAG budget. She stated that the members of the FY 18 Budget Committee have requested that the budget process begin earlier in the year to allow time for research on items that were recommended from the FY 18 budget review.

Questions, comments and discussion followed. Steven Turner, Jess Knudson, James Menlove and Todd Pryor volunteered to serve on this committee. Mr. Rose made a motion to appoint and pass to Regional Council the members listed above to serve on the Budget Committee. Mr. Knudson seconded the motion. The motion passed unanimously.



**E. Approval of the Sun Corridor Metropolitan Planning Organization (SCMPO)/ Central Arizona Governments (CAG) Joint Project Agreement for Mobility Management**

Mr. Ashbaugh explained that CAG and the Sun Corridor MPO have agreed to continue their JPA for Mobility Management services for Fiscal Year 2018. CAG has agreed to continue, in addition within its regional transportation boundaries, to provide the Mobility Management services for all Transit Programs within the Sun Corridor MPO planning boundaries. The day to day administration of the program will be the responsibility of CAG with input and suggestions from the Sun Corridor MPO staff as stated within the JPA. Questions, comments and discussion followed. Mr. Turner made a motion to approve and pass to Regional Council Sun Corridor Metropolitan Planning Organization/Central Arizona Governments joint project agreement for Mobility Management. Mr. Knudson seconded the motion. The motion passed unanimously.

**F. Review, Discussion and Decision on the Transportation Improvement Program (TIP) FY 2018-2028 Amendments**

Mr. Ashbaugh reviewed the TIP and explained the changes to the Committee. Questions, comments and discussion followed. Mr. Jones made a motion to approve and pass to Regional Council the Transportation Improvement Program (TIP) FY 2018-2028. Mr. Powell seconded the motion. The motion passed unanimously.

**G. Transportation Planning Update**

Mr. Ashbaugh updated the Committee on activities within the Transportation Planning Department. His update included the 5310 Mobility Management Grant Application, Highway Performance Monitoring System (HPMS) and Call for Surface Transportation Block Grant Program Projects. This was an information item.

**VIII. LEGISLATIVE UPDATE**

**IX. CALL TO THE COMMITTEE**

The members in attendance provided updates for their Communities.

**X. DATE, TIME AND LOCATION OF NEXT MANAGEMENT COMMITTEE MEETING**

The next Management Committee meeting is scheduled for October 26, 2017 in Apache Junction.

**XI. ADJOURNMENT**

Mr. Powell made a motion to adjourn the meeting. Mr. Knudson seconded the motion. The motion passed unanimously. Chair Garrett adjourned the meeting at 9:51 a.m.

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