



## Management Committee

January 17, 2024, Meeting Minutes

**DATE:** January 17, 2024

**TIME:** 2:00 p.m.

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

### I. CALL TO ORDER

Vice-Chairman Paul Jepson called the meeting to order at 2:06 PM.

### II. PLEDGE OF ALLEGIANCE

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

### III. ROLL CALL AND INTRODUCTIONS

**Members Present:** Paul Jepson, Alexis Rivera, Gloria Ruiz, Steve Abraham, Rob Wisler, Robert Aldous, David Malewitz, Tyler Bingham, Katy Proctor, Todd Pryor

**Members Absent:** Dean Hetrick, Troy Smith, Keith Brann, Rick Miller, James Menlove, Tim Grier, Rick Miller, Jennifer Evans

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

**Guests:** No guests were present

### IV. CALL TO THE PUBLIC

No one answered the Call to the Public

### V. LEGISLATIVE UPDATE

No Legislative Update was provided.

### VI. CONSENT ITEMS

Mr. Rob Wisler, City of Apache Junction, made a motion to approve the consent agenda items as presented. Mr. Alexis Rivera, Town of Miami, seconded the motion. The motion passed unanimously.

#### A. Approval of the September 13, 2023, Management Committee Meeting Minutes

The September 13, 2023, Management Committee minutes were approved under Consent Agenda Item VI-A.

### VII. EXECUTIVE DIRECTOR'S REPORT

Ms. Andrea Robles updated the Committee on recent activities and meetings taking place at CAG. She stated that she wanted to thank those that attended the Rural Transportation Summit and took time to present their projects. Ms. Robles stated that there are new contracts with the Town of Star Valley to provide CDBG project administration, the annual contract with MAG, and several WIFA projects have picked up so staff would be out in the communities to ensure the projects are staying in compliance. She stated that Pinal County will be sending out information regarding a PRTA Board meeting on January 29<sup>th</sup> and that she has been having monthly meetings with John Kross. Ms. Robles stated that Travis Ashbaugh has accepted another position and will be leaving CAG on February 1<sup>st</sup> to join the City of Globe. Ms. Robles stated that she had sent out a draft agenda for Legislative Day and that there are approximately 100

attendees, 11 Legislators, 45 elected officials, the ADOT director and ADOT staff confirmed. She stated that staff has coordinated with the League to reserve the smaller room for overflow and the rooms will be joined virtually so there will be interaction between rooms. Questions, comments, and discussion followed. This was an information item.

## VIII. NEW BUSINESS

### A. Title VI Presentation

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

### B. Presentation of July 1, 2023, Population Estimates

Ms. Angela Gotto presented the July 1, 2023, Population Estimates that were approved by the State Demographer's Office. She stated that CAG works in coordination with MAG to collect residential completions data and that is the data reported to the State to develop the annual population estimates. Ms. Gotto stated that the July 1 population estimates are the numbers that are used to develop the membership dues that Ms. Tackett will be presenting later. Questions, comments, and discussion followed. This was an information item.

### C. Financial Report

Ms. Yvonne Tackett presented the November 2023 financial report. She stated that at 42% of the fiscal year, revenues are at 35.10% and total expenditures are 32.57%. Ms. Tackett stated that now included in the packet is a new and carryover revenue's worksheet that includes the new projects that Ms. Robles spoke about earlier. Questions, comments, and discussion followed. Mr. Alexis Rivera, Town of Miami, made a motion to approve and pass to the Regional Council the November 2023 financial report as presented. Mr. David Malewitz, City of Eloy, seconded the motion. The motion passed unanimously.

### D. FY 25 Membership Dues and RTAC Assessment

Ms. Yvonne Tackett informed the committee that the FY 25 Membership Dues and RTAC Assessment was being presented earlier than in the past in an effort for the members to use this information for inclusion in their budgets and to develop CAG's budget. She stated that there have been updates to the population estimates resulting in some minor increases and decreases within the communities and counties. Ms. Tackett stated that staff is asking for the dues to remain the same as they have been for the previous two years. Questions, comments, and discussion followed. Mr. Alexis Rivera, Town of Miami, made a motion to approve and pass to the Regional Council the FY 25 Membership Dues and RTAC Assessment as presented. Ms. Heather Wilkey, Town of Queen Creek, seconded the motion. The motion passed unanimously.

### E. Resolution No. 2024-01 authorizing CAG to apply for a United States Department of Agriculture (USDA) Rural Business Development Grant (RBDG) designating the CAG Region as a Bioeconomy Development Opportunity (BDO) Zone

Ms. Stephanie Maack informed the committee that CAG is applying for a USDA RBDG grant in partnership with EcoStrat to designate the CAG Region as a BDO Zone. She stated that this is similar to the opportunity zones that are in certain parts of the region and serves as an attraction model for new businesses. Ms. Maack stated that the CEDS Committee recommended approval of the resolution. Questions, comments, and discussion followed. Mr. Todd Pryor, Town of Superior, made a motion to approve and pass to the Regional Council Resolution No. 2024-01

authorizing CAG to apply for a USDA RBDG grant designating the CAG Region as a BDO Zone. Mr. Alexis Rivera, Town of Miami, seconded the motion. The motion passed unanimously.

### **F. CAG/SCMPO Human Services Transportation Coordination Plan 2024 Update**

Ms. Zeena Gagnon provided an overview of the 2024 Human Services Transportation Coordination Plan 2024 update. She stated that the purpose of the plan is to identify the transportation needs of individuals with disabilities, older adults, and provide strategies to meet their needs as well as prioritizing transportation services for funding and implementation throughout the region. She stated that CAG provides mobility management services for the CAG Region and the Sun Corridor MPO Region. Ms. Gagnon stated that the Gila-Pinal Rides Committee meets every other month and is a forum to identify regional needs, gaps in services, an opportunity to coordinate services and discuss any challenges they may face. She stated that the region currently has five 5310 providers, four 5311 providers, and one 5307 provider in Casa Grande. Ms. Gagnon stated that the committee develops goals and objectives that they would like to achieve each year.

Ms. Gagnon stated that the plan includes updated demographic information such as geographies, disabilities, and access to transportation to determine and identify the areas of population within the region that need services. She stated that the plan includes input from the Gila-Pinal Rides Committee, the CAG TTAC, the Sun Corridor MPO TAC and Executive Board. Ms. Gagnon stated that there is also a public comment period, however no comments were received. She stated that the FTA requires any entity applying for 5310 program funds to be identified in the coordination plan. Questions, comments, and discussion followed. Mr. Todd Pryor, Town of Superior, made a motion to approve and pass to Regional Council the CAG/SCMPO Human Services Transportation Coordination Plan 2024 Update as presented. Mr. Rob Aldous, City of Casa Grande, seconded the motion. The motion passed unanimously.

### **G. CAG FY2024 – FY2029 Transportation Improvement Program (TIP)**

Mr. Travis Ashbaugh informed the committee that there was a call for projects in October and that the TTAC made recommendations in December for which projects to move forward. He stated that there was approximately \$1.1 million that needed to be re-programmed within the TIP. Mr. Ashbaugh stated that the two projects for consideration are \$35,000 of supplemental funding toward the ADOT CAG Work Program and the Main Street paving and striping construction project in the Town of Superior. Questions, comments, and discussion followed. Mr. Rob Wisler, City of Apache Junction, made a motion to approve and pass to Regional Council the CAG FY2024 – FY2029 TIP as presented. Mr. Alexis Rivera, Town of Miami, seconded the motion. The motion passed unanimously.

### **H. Election of Officers**

Ms. Andrea Robles stated that every year in January CAG conducts the election of officers. She stated that she had the opportunity to have a discussion with Rick Miller and he would be happy to continue as Chairman for another year if the committee wishes to keep him on. Ms. Robles stated that Mr. Paul Jepson is the current Vice-Chairman. Mr. Todd Pryor, Town of Superior, made a motion to keep the current officers in place for another year. Mr. Alexis Rivera, Town of Miami, seconded the motion. The motion passed unanimously.

## **IX. INFORMATION ITEMS**

### **A. CAG Legislative Day**

Ms. Andrea Robles stated that Legislative Day would begin promptly at 10:00 AM with an update from the league, followed by a roundtable discussion with the director of ADOT and Kevin Adam will provide the Legislative Update.

Ms. Robles stated that the Legislators would join for discussion during lunch. She stated as she mentioned earlier, there are eleven Legislators and 45 elected officials confirmed. Ms. Robles stated that an agenda would be sent out after this meeting and if anyone had any questions or items of concern to please reach out to her. Questions, comments, and discussion followed. This was an information item.

### **B. Appointment of the Rural Transportation Advocacy Council (RTAC) Representative and Alternate**

Ms. Andrea Robles stated that every year in January we confirm the representatives to the RTAC Committee. She stated that at this time the representative is Councilmember Vince Manfredi from the City of Maricopa, and the alternate is Mayor Al Gameros from the City of Globe. Ms. Robles stated that she reached out to Councilmember Manfredi, and he would like to continue serving as the representative. She stated that she would have a discussion with Mayor Gameros to see if he would like to remain the alternate. Ms. Robles stated this item will move to Regional Council for a vote as they are the ones who select the representatives but wanted to keep the Management Committee informed. Questions, comments, and discussion followed. This was an information item.

### **C. Department Updates**

#### **Economic Development**

Ms. Stephanie Maack stated that she attended the groundbreaking ceremony for the Hill Street School Senior Housing Complex and the State of the City address for the City of Globe. She stated that a CEDS Committee meeting was held on October 12<sup>th</sup> and a Social Media workshop was held on October 23<sup>rd</sup> in collaboration with the City of Coolidge and the Greater Florence Chamber of Commerce. Ms. Maack stated that she also coordinated with Zeena Gagnon to invite the mobility managers to attend and help promote their services. She stated that the ADEQ Brownfield grant for the Kearny Library has been abated and is safe to enter. Ms. Maack stated that the Town of Kearny has asked ADEQ for comprehensive asbestos testing and abatement for the other municipal buildings so their files can be abated and retrieved. Questions, comments, and discussion followed. This was an information item.

#### **Community Development Block Grant (CDBG)**

Ms. Angela Gotto stated that the FY 23 applications for Star Valley, Superior and Winkelman had been turned, awarded funding and the environmental reviews for those projects had been completed and approved as well. She stated that there is an invitation to bid posted for the Superior Lime Street Improvements project. Ms. Gotto stated that the Town of Miami selected Rick Engineering as the engineer for the Keystone Stairs Rehabilitation project and that the Town of Kearny had selected Arizona Design and Construction for the Hubbard Park Improvements project. She stated that FY 21 projects had been completed and closed out. Ms. Gotto stated that staff is scheduling meetings with the communities that will receive funding in FY 24 to discuss preliminary project concepts and the public participation process. Questions, comments, and discussion followed. This was an information item.

#### **Planning Department**

Ms. Angela Gotto stated that CAG will begin another round of data collection for residential completions which are used for the development of the July 1, 2024, population estimates. She stated that this data is very important as it affects the communities state shared revenue. Ms. Gotto stated that the annual contract with MAG has been executed and involves data collection, traffic counts and network reviews and she will be reaching out to members for reviews as necessary. Questions, comments, and discussion followed. This was an information item.

### **Transportation Department**

Mr. Travis Ashbaugh stated that the calendar year 2024 traffic counts program has begun. He stated this is the seventeen growth counts that will occur between January and March of this year. Mr. Ashbaugh stated the growth counts are seven day counts to formulated projected trips within your communities with the trips that were conducted last year. He stated that every municipality should see at least one traffic counter in their community for about a week between January and March. The first Gila County Intergovernmental Public Transportation Authority (GCIPTA) was formed last May, and the first meeting is being scheduled. He stated that the purpose of this meeting is to formulate the documents that will govern the GCIPTA. Mr. Ashbaugh stated that the Pinal County Coordinated Mobility Gap Analysis Study will have a kickoff meeting next week and that AECOM was selected as the consultant for this study.

Mr. Ashbaugh stated that there were numerous transportation alternative program applications within our region that were awarded in the last call for projects from ADOT. He stated that Globe, Miami, Gila County, Payson, Superior, San Carlos Apache Tribe, Eloy, and the Sun Corridor MPO were all awarded totally approximately \$2.3 million. Mr. Ashbaugh stated that the North-South Corridor went through the ADOT Route Committee and for planning purposes it has been renamed State Route 505 and will be called that moving forward. Questions, comments, and discussion followed. This was an information item.

### **Water Quality Planning**

Mr. Travis Ashbaugh stated that the City of Coolidge has a public hearing at the end of the month for their 208 Plan Amendment. He stated that Tri-City Regional Sanitary District is in the appeals process and that will be completed in the next couple of weeks and the applicant will decide how to proceed after that. Mr. Ashbaugh stated that Mountain Pass Utility Company first draft has been reviewed and staff are waiting for their revisions. He stated that the Neon Ranch RV Resort were on hiatus for a while, but they would be submitting a revised 208 amendment in the coming weeks. Mr. Ashbaugh stated that the City of Casa Grande had informed him that they are almost ready to submit their first draft so a stakeholder meeting can be held. Questions, comments, and discussion followed. This was an information item.

## **X. CALL TO THE COMMITTEE**

The members present provided updates on their communities.

## **XI. UPCOMING MEETINGS & EVENTS**

The next Management Committee Meeting will be held on April 10, 2024.

## **XII. ADJOURN**

Ms. Gloria Ruiz, Town of Winkelman, made a motion to adjourn the meeting. Mr. Alexis Rivera, Town of Miami, seconded the motion. Vice-Chairman Paul Jepson adjourned the meeting at 3:11 PM.