

**MINUTES OF
THE ADMINISTRATIVE COUNCIL MEETING
9:00 A.M., THURSDAY, NOVEMBER 3, 2022
VIA ZOOM
COCHISE COLLEGE BENSON
1025 HWY 80, BENSON, ARIZONA**

OFFICERS PRESENT: Coxworth, Dan- Cochise County (Chair) **(In-Person)**
Brown, Heath- Town of Thatcher (Treasurer) **(Zoom)**

MEMBERS PRESENT: Pauken, Steve – City of Bisbee **(Zoom)**
Batty, Vernon – Town of Pima **(Zoom)**
McLachlan, Matt – City of Sierra Vista **(Zoom)**
Hinton, Terry – Town of Duncan **(Zoom)**
Urquijo, Ana – City of Douglas **(Zoom)**
Vivian, Vicki – City of Benson **(Zoom)**
Welker, Dustin – Graham County **(Zoom)**

STAFF PRESENT: Curtiss, Dina – Accounting Manager **(Zoom)**
De La Cruz, Marisa- Community Coordinator **(In-Person)**
Dennis, Keith – Community Development Program Manager **(In-Person)**
Heiss, Randy – Executive Director **(In-Person)**
Merideth, John – GIS Analyst **(Zoom)**
Peterson, Stephen – Economic Development Program Manager **(In-Person)**
Vertrees, Chris – Transportation Program Administrator **(In-Person)**

GUESTS: Adam, Kevin – RTAC **(Zoom)**
Stein, Richard- Sierra Vista Transit **(Zoom)**

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE / INTRODUCTIONS

Chair Coxworth called the meeting to order at 9:03 am

II. MEMBER ENTITIES' DISCUSSION

Ana Urquijo, City of Douglas, gave an update on their port of entry progress. She reported they recently approved a donation acceptance agreement where they will be donating an 80-acre parcel to GSA. They continue to work with their stakeholders and are beginning to move the needle on the project. **Vernon Batty, Town of Pima**, reported that their big challenge has been planning for their new high school. There will need to be a new stoplight to get traffic on and off the highway safely. **Steve Pauken, City of Bisbee**, stated that last month they received a \$4.5 million dollar grant for the Bisbee bike ways project. They also received an ARPA grant through the governor's office of \$4.6 million dollars to renovate Camp Naco. **Vicki Vivian, City of Benson**, stated they recently held their lantern festival and it was very successful. On October 29th they had their first ever Zombie run. They look forward to seeing that event grow. Work has begun on their City Hall Facility. They had the inside of the building done and are hoping to move in first of the year. **Dustin Welker, Graham County** reported their CDBG grant to put a rubberized floor at a large playground was stalled due to a fire that destroyed the playground equipment at the fairgrounds. A new shade structure and playground equipment has been ordered and is now on its way. They hope to have the new playground and structure in place by the end of December and the rubberized floor done by the April deadline. **Terry Hinton, Town of Duncan**, reported that the Army Corps of Engineers had finished with the repairs to the levees that protect Duncan from flooding. He also mentioned that they are in the process of beginning an automatic meter reading program for the water system. **Dan Coxworth**,

Cochise County reported the county was awarded another EPA assessment grant. Funding was to begin on October 1 but he was notified by the EPA that that funding is on hold.

III. CALL TO THE PUBLIC

No one from the public was present.

IV. ACTION ITEMS

1. Consent Agenda
 - a. Approval of the August 4th, 2022, Minutes

Chair Coxworth called for a motion to approve the consent agenda. Vicki Vivian made the motion; second by Dustin Welker.

MOTION: Vivian Vicki
SECOND: Dustin Welker
ACTION: Unanimous

2. Discussion and possible action to recommend approval of the proposed Calendar Year 2023 SEAGO Policy Principles

Randy Heiss presented the updates that staff has recommended for the Calendar Year 2023 Policy Principles. He explained that these principles enable SEAGO staff with talking points to support or oppose legislation, policies or various initiatives at the state and federal level that impact delivery of SEAGO programs and/or our effectiveness in serving member entities and constituents. Randy offered to answer any questions. Ana Urquijo made a motion to recommend that the Executive Board approve the SEAGO Policy Principles for Calendar Year 2023 as presented by staff; Second by Matt McLachlan

MOTION: Ana Urquijo
SECOND: Matt McLachlan
ACTION: Unanimous

3. Discussion and possible action to recommend approval of Resolution No. 2022-04 establishing SEAGO's Rural Regional Priority List of transportation projects for consideration for funding by the Arizona Legislature

Chris Vertrees explained the process used by the TAC to establish the RTAC Rural Regional Priority Projects list for the SEAGO region. He further explained that Resolution 2022-04 expresses SEAGO's desire to include this list of priority projects in the RTAC Rural Regional Priority List and urges the Legislature to enact legislation appropriating State General Fund revenues for the projects included in the RTAC Greater Arizona Regional Priority Project List. Chris offered to answer any questions. Dustin Welker made a motion to recommend approval of Resolution No. 2022-04 to the Executive Board; Second by Vicki Vivian.

MOTION: Dustin Welker
SECOND: Vicki Vivian
ACTION: Unanimous

4. Discussion and possible action to recommend approval of the 2022 CDBG Regional account application.

Keith Dennis gave an overview of the CDGB Regional Account projects (Benson, Clifton, Safford, and Santa Cruz County) that were awarded for fiscal year 2022, along with two Colonias set-aside

projects (Bisbee and Patagonia) and one State Special Projects set-aside project (Tombstone) that were also awarded. Keith explained the SEAGO bylaws require Executive Board approval of fees and/or assessments such as those charged for application preparation or administration of new CDBG contracts by SEAGO for member entities and offered to answer any questions. Steve Pauken made a motion to recommend approval of the 2022 CDBG Regional Account application. Second by Ana Urquijo.

MOTION: Steve Pauken
SECOND: Ana Urquijo
ACTION: Unanimous

5. Discussion and possible action to recommend approval of Resolution No. 2022-05 authorizing the development of a collation of private and public entities to build a Bi-National Workforce Program and diversify regional talent pools.

Stephen Peterson explained the purpose of the Resolution was to request approval for the formation of a coalition to develop a Bi-National Workforce Program. The intent is to diversify the regional talent pool by supporting the recruitment of technically skilled workers residing in Sonora, Mexico, whom are either US Citizens, or qualify for temporary work visa programs. Many the region's major employers are unable to recruit qualified applicants and the hope is establishing the program will help employers fill critical vacancies with workers with degrees or technical certifications earned in Mexico that can be converted to US degrees or technical certifications. Stephen offered to answer any questions. Ana Urquijo made a motion to recommend approval of Resolution 2022-05 authorizing the development of a collation of private and public entities to build a Bi-National Workforce Program and diversify regional talent pools; Second by Steve Pauken.

MOTION: Ana Urquijo
SECOND: Steve Pauken
ACTION: Unanimous

V. INFORMATION ITEMS

A. Future Meeting Dates

Randy Heiss mentioned that the next meeting of the Administrative Council will be held February 9, 2023. He also mentioned that there would likely be a need for the Administrative – Executive Committees to meet December 1st telephonically to conduct program related, time sensitive business between regular meetings of the Administrative Council and Executive Board. He asked the officers to please mark their calendars.

B. Strategic Plan Progress Report

Randy Heiss gave a brief overview of the Strategic Planning retreat to be held following the February 9th meeting of the Administrative Council and continuing on February 10, 2023. He then went through the matrix of Strategic Plan objectives and tasks that staff had prioritized for consideration at the retreat and asked for any feedback or suggestions.

C. Quarterly Finance Report

Dina Curtis provided an update on SEAGO's finances and responded to questions.

D. Community Development Report

Keith Dennis provided an update on Community Development Programs and responded to questions.

E. SEAGO Economic Development District Report

Stephen Peterson provided an update on Economic Development and responded to questions.

F. AAA Updates

Randy Heiss provided an update on AAA programs and responded to questions.

G. Transportation Program Updates

Chris Vertrees provided an update on Transportation Programs and responded to questions.

VI. RTAC REPORT

Kevin Adam provided an update and responded to questions.

VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS

Randy Heiss announced that Marisa De La Cruz will be leaving. Her last day will be November 11, 2022. He also mentioned that SEAGO received a request from the Arizona Eastern Railroad; they would like SEAGO to be the applicant for a Federal Railroad Administration grant to help finance to improvements to their infrastructure to make it more resistant to climate change.

VIII. FUTURE AGENDA ITEMS

Randy stated that he intends to bring an agenda item to de-designated SEAGO as the regional Water Quality Management Agency. He also mentioned that an update to SEAGO's classification and compensation plan is badly needed due to lack of competitiveness of our salary structure. This will require procurement of consulting services to perform the work.

IX. ADJOURNMENT

Chair Coxworth adjourned the meeting at 11:10 a.m.