

**MEETING MINUTES OF THE SEAGO EXECUTIVE BOARD  
EL CORRALITO RESTAURANT  
414 NORTH CORONADO BLVD.  
CLIFTON, AZ 85533  
AUGUST 19, 2016**

**OFFICERS PRESENT:** Lindsey, Gerald – Council Member, City of Willcox (*Chair*)  
Gomez, David – Supervisor, Greenlee County (*2<sup>ND</sup> Vice Chair*)  
Rivera, Bob – Mayor, Town of Thatcher (*Treasurer*)  
Molera, Rudy – Supervisor, Santa Cruz County (*by phone*) (*1<sup>ST</sup> Vice Chair*)

**MEMBERS PRESENT:** Barlow, Bill – Councilman, City of Tombstone  
Doyle, John – Mayor, City of Nogales (by phone)  
Smith, Danny – Supervisor, Graham County  
Smerekanich, Ilona, Cochise County Private Sector Rep.  
Oertle, Ron – Mayor, City of Bisbee  
Ortega, Richard – Councilman, City of Safford  
English, Ann – Supervisor, Cochise County  
Montoya, Luis – Vice-Mayor, Town of Clifton  
Morales, Danny – Councilman, City of Douglas

**GUESTS:** Adam, Kevin – RTAC (by phone)  
Gale, Kay – Greenlee County  
McGaughey, Ian – Town of Clifton  
O'Donnell, Patrick – Graham County Chamber of Commerce

**STAFF PRESENT:** Heiss, Randy – Executive Director  
Merideth, John – Office Assistant  
Vertrees, Chris – Transportation Manager  
Villa, Laura – AAA Program Manager

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/INTRODUCTIONS**

Chairman Lindsey called the meeting to order at 10:05 a.m. and 2<sup>nd</sup> Vice Chair Gomez welcomed everyone to Clifton and thanked hosts Nora and Nick from El Corralito. Clifton Town Manager Mr. Ian McGaughey also welcomed everyone to Clifton. Chairman Lindsey then led the group in the Pledge of Allegiance.

**II. MEMBER ENTITIES' DISCUSSION (Common Critical Issues)**

Vice Mayor Montoya invited all to the upcoming Clifton Hill Climb. Councilman Ortega reported on the Safford skate park project which was largely made possible by the efforts of the community.

Mr. Heiss introduced Councilman Danny Morales, the new Executive Board representative for the City of Douglas. At this time remaining introductions were made.

Mayor Rivera mentioned the 10<sup>th</sup> Annual Gila Valley Salsa Fest which is scheduled for September 23<sup>rd</sup> and 24<sup>th</sup>. Councilman Lindsey mentioned the upcoming Rex Allen Days celebration in Willcox scheduled for October 1st. Councilman Morales invited all to the upcoming Fiesta Patrias in Douglas on September 16<sup>th</sup> and 17<sup>th</sup> at Raul Castro Park. Supervisor Gomez mentioned the Greenlee County Fair and mud drag scheduled for September 15-18. Supervisor English mentioned the Cochise County Fair scheduled for September 22-25 in Douglas.

### III. CALL TO THE PUBLIC

Chairman Lindsey made a call to the public and no one spoke.

### IV. ACTION ITEMS

1. Consent Agenda
  - a. Approval of the May 20, 2016 Minutes.

Supervisor Ann English made a motion to approve the minutes of the May 20, 2016 Executive Board meeting with typographical errors corrected.

**MOTION:** Supervisor English  
**SECOND:** Councilman Barlow  
**ACTION:** **APPROVED UNANIMOUSLY**

2. Consideration of Nominee for Graham County Private Sector Representative

Mr. Randy Heiss introduced Mr. Patrick O'Donnell who has been nominated to fill the Graham County Private Sector Representative vacancy on the Executive Board.

Supervisor Smith made a motion to approve the nomination of Mr. Patrick O'Donnell as the Graham County Private Sector Representative to the SEAGO Executive Board.

**MOTION:** Supervisor English  
**SECOND:** Mayor Rivera  
**ACTION:** **APPROVED UNANIMOUSLY**

3. Consideration of an Employment Contract Between SEAGO and its Executive Director

Mr. Heiss discussed the status of his employment contract with SEAGO and responded to questions.

Mayor Rivera made a motion to approve the proposed three year Executive Director employment contract, retroactive to July 1, 2016, and give the Board Chairman the authority to sign the agreement.

**MOTION:** Mayor Rivera  
**SECOND:** Vice-Mayor Montoya  
**ACTION:** **APPROVED UNANIMOUSLY**

4. Consideration of the SEAGO Comprehensive Economic Development Strategy 2016 – 2020

In the absence of the Economic Development Planner, Larry Catten, Mr. Heiss presented the SEAGO Comprehensive Economic Development Strategy (CEDS) for 2016-2020, reporting it had been submitted to the Economic Development Administration and that feedback from the EDA has been very positive. Mr. Heiss further added that the EDA does not require formal approval of the CEDS, but mentioned SEAGO would qualify to apply for certain funding opportunities if the projects are included in a regional community or economic development strategy. Board Vice-Mayor Montoya asked that Mr. Heiss express to Mr. Catten their appreciation for a job well done.

Vice-Mayor Montoya made a motion to approve the SEAGO 2016-2020 CEDS.

**MOTION:** Vice-Mayor Montoya

**SECOND:** Supervisor Smith

Supervisor English discussed the portion of the CEDS which addresses weaknesses for Cochise County of which the first one is “lack of training of elected officials” and “lack of coordination of elected officials” and expressed her concern that such statements made by one individual most likely do not reflect the opinions of others and should not have been included in the document. Mr. Heiss agreed that there was a lack of context in that particular weakness and it could be revised in a future update of the document.

Supervisor Smith asked whether the document gets reapproved on a yearly basis and Mr. Heiss responded that the document does get updated annually to reflect changes but does not need approval again for another five years.

**ACTION: APPROVED UNANIMOUSLY**

5. Consideration of Resolution No. 2016-04

Mr. Chris Vertrees discussed the Federal Highway Administration requirement that SEAGO develop a Title VI Implementation and Public Participation Plan to ensure that underserved individuals are provided meaningful opportunities to become involved in the transportation planning process within the SEAGO region. While ADOT will accept the meeting minutes as evidence of a governing board approval, the minutes of this meeting will not be considered for approval until November which is after the deadline for ADOT to submit the Title VI plan to FTA. Therefore, Resolution No. 2016-04 has been submitted for approval by the Board.

**MOTION:** Mayor Rivera

**SECOND:** Supervisor English

**ACTION: APPROVED UNANIMOUSLY**

6. Consideration of the 2016 – 2020 TIP Amendment #7

Mr. Vertrees presented the SEAGO 2016-2020 TIP Amendment #7 which was approved by the TAC at its July 21<sup>st</sup> meeting. The amendments are comprised of:

**Greenlee County - GEH-BR--08 (Campbell Blue Bridge Replacement):** This project was originally programmed in FY16 for \$200,000 for design. However, only 40,000 is required this year. **If approved, this project will be programmed in FY16 in the amount of \$40,000 Federal. Local match will be \$2,418.** The remaining \$160,000 will be programmed in FY17.

**Graham County – GGH12-03 (Reay Lane/Safford Bryce Road Intersection).** This project is currently programmed for FY19. However, it is ready to proceed. ADOT has requested that the project be moved to FY17. The project is currently programmed for \$424,350 in HRRRP funding. An additional \$70,000 in local HSIP is needed to complete the project. **If approved the project will be moved to FY17 and an additional \$70,000 will be added to the project in the following manner: Federal: \$66,010 Local: \$3,990.**

**SEAGO - SEA15-02 (Regional Strategic Highway Safety Plan).** SEAGO is requesting the TAC to approve an additional \$50,000 in local HSIP to add additional public meetings and to include data collection site visits to jurisdictions that appear to not be consistently reporting their crash data.

Mr. Vertrees responded to questions. Councilman Morales made a motion to approve the 2016-2020 TIP Amendment #7 as recommended by the Administrative Council.

**MOTION:** Councilman Morales

**SECOND:** Mayor Rivera  
**ACTION:** **APPROVED UNANIMOUSLY**

## V. INFORMATION ITEMS

### A. Future Meeting Dates

Mr. Heiss presented the proposed future meeting dates, stating that due to a conflict with the State Transportation Board the November meeting has been moved from November 18 to November 16. He further added that the start time would be 9:00 a.m. instead of the usual 10:00 a.m.

### B. Strategic Plan Implementation Progress Report – 2017 Strategic Planning Retreat Date

Mr. Heiss provided an update on the implementation of strategic plan goals and responded to questions. He also discussed the Strategic Plan update which is planned for every two years, stating the Administrative Council felt that January was a good time to have the retreat and felt that using \$5,000 from general fund was reasonable for funding the retreat. There was further discussion about the possibility of combining the retreat with the February Administrative Council meeting.

### C. Executive Board Report Items

Mr. Heiss discussed the monthly executive board reports that he provides and outlined several items:

1. 19<sup>th</sup> Annual Rural Transportation Summit – SEAGO, in partnership with SVMPO, will be hosting and planning the Summit. The Administrative Council did not express any reservations to moving forward in partnership with SVMPO to hold the Summit in Sierra Vista.

2. MAG Interactive Viewer – MAG's Interactive Map Viewer consists of a demographic viewer, employment viewer and a number of functions that are valuable to communities performing traffic modeling, preparing grant applications and performing other government related work. MAG has volunteered to purchase a statewide database of employers from Dunn and Bradstreet on the condition that we clean up the data. The Board expressed interest in the proposal as well as having demonstrations in their local jurisdictions.

3. Regional Technical Services Center (RTSC) – a survey was developed to poll member entities on which technical services would be most valued in a RTSC in order to know which services to focus on first. He said 10 responses were received with the top item being professional grant writing services, followed by civil engineering, biologists, environmental services, and archeologists, with grant writing being ranked as the most important. The City of Sierra Vista has available resources and capacity for assisting with some of these services.

Mr. Heiss further reported that the Administrative Council was supportive of moving forward with the project.

### D. Quarterly Finance Report

Mr. Heiss provided the quarterly finance report and responded to questions.

### E. SEAGO Economic Development District Report

Mr. Heiss provided the Economic Development report and responded to questions.

### F. Transit Report

Mr. Vertrees provided the Transit report and updates on efforts to find a transportation solution for the Willcox area. He also provided updates on the 5310 Pilot Training Program and 5311 Programs and responded to questions.

#### G. Strategic Regional Highway Safety Plan Update

Mr. Vertrees provided an update on the SEAGO/SVMPO Joint Regional Strategic Highway Safety Plan project, stating the public meetings were attended by 46 people. He further outlined next steps involving plan development and responded to questions.

#### H. AAA Updates

Ms. Laura Villa discussed the SFY17 Subaward Renewal Offers, the termination of the Supplemental Payment Program (SPP), the second Annual Aging Conference in partnership with the Alzheimer's Association, and the AAA's first Scam Jam held at the Canyon Vista Medical Center Wellness Depot. Ms. Villa responded to questions.

### **VI. RTAC REPORT**

Mr. Kevin Adam provided the Rural Transportation Advisory Committee report and responded to questions

### **VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS**

Mr. John Merideth discussed the redesign of the seago.org website, stating the new site would be mobile friendly and should go live in early September.

Ms. Villa discussed the upcoming 2017-2022 Area Plan and will be looking to get feedback via a survey from throughout the SEAGO region. She also stated that updates to the Resource Directories are nearing completion and would soon be posted to the SEAGO website.

### **VIII. FUTURE AGENDA ITEMS**

Mr. Heiss reported that a resolution supporting port of entry staffing levels would be coming in November, as well as a demonstration of the MAG viewer.

### **I. ADJOURNMENT**

Chairman Lindsey adjourned the meeting at 12:00 noon.