

**MINUTES OF THE
SEAGO EXECUTIVE BOARD
AMERICAN LEGION HALL
51 FRISCO AVE., CLIFTON
August 16, 2019**

OFFICERS PRESENT: Gomez, David – Supervisor, Greenlee County (*Chair*)
Ortega, Richard – Vice Mayor, City of Safford (*1st Vice Chair*)
Garino, Arturo – Mayor, City of Nogales (Treasurer)

MEMBERS PRESENT: Barlow, Bill – Mayor Pro-Tem, City of Tombstone
David, Paul – Supervisor, Graham County
Gray, Rachel – Vice Mayor, City of Sierra Vista (Phone)
English, Ann – Supervisor, Cochise County
Montoya, Luis – Town of Clifton
Rivera, Bob – Town of Thatcher (Phone)
Smith, David – City of Bisbee (Phone)
Soto, Cesar – City of Douglas (Phone)

STAFF PRESENT: Catten, Larry – Economic Development Planner
Dennis, Keith – Community Development Program Manager
Glenn, Heather – Administrative Assistant
Heiss, Randy – Executive Director
Curtiss, Dina – Accounting Manager
Russell, Jim – Transportation Program Administrator
Villa, Laura – AAA Program Director

GUESTS: Adam, Kevin - RTAC
Garino, Cathy – City of Nogales
Kelly, Mark – Candidate, US Senate
Montiel, Liza - City of Nogales
Petty, Karla - FHWA

Prior to the start of the meeting, Mr. Mark Kelly, candidate for U.S. Senate, introduced himself to the group and shared his reasons for running for office.

CALL TO ORDER/PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Chair Gomez welcomed everyone and called the meeting to order at 10:17 a.m. and introductions were made.

I. MEMBER ENTITIES' DISCUSSION (Common Critical Issues)

Vice Mayor Richard Ortega advised that the City of Safford has hired a new Assistant City Manager to replace Horatio Skeete, who will be leaving for another job. The new Assistant City Manager's name is John Casella who has prior experience working in Sierra Vista and Goodyear. **Supervisor Ann English** advised that Cochise County is moving forward on the Port of Douglas and expressed thanks to SEAGO for their past support on this issue. **Randy Heiss** thanked Greenlee County for hosting the meeting and introduced Jim Russell, new SEAGO Transportation Program Administrator and Dina Curtiss, new SEAGO Accounting Manager. **Supervisor David Gomez** announced that Kay Gale retired August 6 after 42 years of service and they are searching for her replacement.

II. CALL TO THE PUBLIC

No one from the public spoke.

III. PRESENTATION

Karla Petty, Federal Highway Administration, addressed innovation in transportation and explained that they are interested in advancing innovations to save lives, money and time and use federal dollars as efficiently as possible. She gave a presentation showing examples of new innovations implemented throughout the state; explained how the Administration is represented nationally; and answered questions from the group. Supervisor David asked how municipalities fund the basic infrastructure without having innovation siphoning off funds needed for the basics. Ms. Petty responded that it has been proven that innovating saves money and provided some examples. Supervisor English asked if there was a list of resources to share and Ms. Petty responded that she has provided her materials with Randy to distribute.

IV. ACTION ITEMS

1. **Consent Agenda**
 - a. Approval of the May 17, 2019 Minutes

MOTION: Mayor Pro-Tem Bill Barlow
SECOND: Vice Mayor Richard Ortega
ACTION: Unanimous

- b. **Nomination of Arnold Lopez to the Advisory Council on Aging**

MOTION: Vice Mayor Richard Ortega
SECOND: Supervisor Ann English
ACTION: Unanimous

2. **Discussion and possible action to recommend authorizing the Executive Director to execute an engagement letter with Colby and Powell PLC to perform the fiscal year 2019 audit**

Randy Heiss provided background on SEAGO's relationship with Colby and Powell, past audit results and recommendations from RGM and asked for a motion to authorize the Executive Director to execute the engagement letter with Colby and Powell PLC to perform auditing services for the Fiscal Year ending June 30, 2019.

MOTION: Supervisor Ann English
SECOND: Vice Mayor Richard Ortega
ACTION: Unanimous

3. **Discussion and possible action to recommend approval of Resolution No. 2019-03 approving and adopting SEAGO's FY 2020 Title VI Implementation and Public Participation Plan**

Jim Russell provided background on the Title VI Plan and changes that he is bringing to the Board for action. Mayor Garino made a motion to approve Resolution No. 2019-03; seconded by Mayor Pro-Tem Barlow.

MOTION: Mayor Arthur Garino
SECOND: Mayor Pro-Tem Bill Barlow
ACTION: Unanimous

4. **Discussion and possible action regarding SEAGO 2019 - 2023 TIP Amendment #4**

Jim Russell delivered background on the history of TIP Amendment and asked for a motion to approve 2019 - 2023 TIP Amendment #4. Supervisor David asked if it was typical to allow the entity to absorb the funds rather than being reallocated to another project. Randy Heiss explained that this particular project was funded with SEMAC monies and only available to 2 entities in our jurisdiction: Nogales and Santa Cruz County. He stated that as long as there was no objection from Santa Cruz County, it is easy to move the funds to the next Nogales project. Supervisor English moved to seconded by Vice Mayor Ortega.

MOTION: Supervisor Ann English
SECOND: Vice Mayor Bill Ortega
ACTION: Unanimous

V. INFORMATION ITEMS

A. Future Meeting Dates Randy Heiss

Mr. Heiss outlined the proposed future meeting dates for the following twelve months. Mayor Garino offered to host the November 22 meeting.

B. Strategic Plan Implementation Progress Report

Mr. Heiss provided an update on the implementation of Strategic Plan goals. Supervisor David commended SEAGO for keeping the Strategic Plan active.

C. Quarterly Finance Report

Dina Curtiss provided the quarterly Finance report and responded to questions.

D. SEAGO Economic Development District Report

Larry Catten provided the Economic Development report and answered questions. Supervisor David asked if SEAGO has considered assisting with the Census marketing. Mr. Catten responded that he will investigate options. Mr. Heiss cited some examples of how SEAGO can help get the word out and that AAA is already strategizing on ways to assist getting Census information from the districts' at-risk populations through Complete Count Committees. Mayor Garino shared ways that Nogales is getting the word out to their Hispanic population.

E. AAA Updates Laura Villa

Laura Villa provided updates on AAA activities and addressed questions. Supervisor asked for more information on the READI-Meals program. Supervisor David shared some of SEAGO's READI-Meals successes at the AZ Rural Policy Forum. And asked how the meals would be labeled. Mr. Heiss explained that the labels would provide information on what is inside the package, how to prepare and nutrition information.

VI. RTAC REPORT

Mr. Kevin Adam updated the Board on Federal RTAC activities and answered questions.

VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS

Keith Dennis provided an update on the CDBG activities, announced that he would be giving a presentation on Colonias grants at the next meeting, and provided more details on the partnership with WIFA. Mr. Heiss announced

that the SEAGO storage shed was recently broken into and he has installed a security system as a result. He reminded everyone about the Rural Transportation Summit and provided an overview of the program thus far.

VIII. FUTURE AGENDA ITEMS

Mr. Heiss listed the following items for the upcoming agenda: CDBG presentation; regional policy statement; procurement policy; possible ratification of USMCA agreement; and a recommendation to fill the Greenlee County private sector representative vacancy.

IX. ADJOURNMENT

Chair Gomez adjourned the meeting at 1228 pm.