



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
FROM: KEITH DENNIS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 8, 2024
SUBJECT: ADMINISTRATIVE COUNCIL MEETING

Please see the details below for the Administrative Council meeting date, time, and location.

Thursday, February 8, 2024 at 9:00 a.m.

In-Person:

Cochise College Benson Center
[1025 Highway 90, Benson, Arizona](#)

Via Zoom:

Zoom Link: <https://us02web.zoom.us/j/83421462985>

Meeting ID: 834 2146 2985

Phone-in Option: +1 346 248 7799 (Houston)

This meeting will be a hybrid meeting with no limitations on in-person attendance. Any Administrative Council members unable to travel to the meeting will be able to attend via Zoom. **The address above is also a link to a Google Map showing the meeting location.** If you are unable to attend, please send an alternate to ensure that we will have a quorum at the meeting.

The Administrative Council Packet will be sent to members through e-mail (via a link to the packet posted on the SEAGO website) to save postage and copying costs. **We will not be mailing a hard copy of the packet unless you request one.**

If you have any questions, please call me at (520) 432-5301 Extension 202. You can also send an e-mail to kdennis@seago.org.



ADMINISTRATIVE COUNCIL AGENDA

9:00 A.M., THURSDAY, FEBRUARY 8, 2024
IN-PERSON AND VIA ZOOM (see Cover Letter for Zoom details)
1025 HIGHWAY 90, BENSON, ARIZONA

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE / INTRODUCTIONS	Chair Robinson	
II. MEMBER ENTITIES' DISCUSSION (Common Critical Issues)	Chair Robinson	
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VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS	Chair Robinson	N/A
VIII. FUTURE AGENDA ITEMS	Chair Robinson	N/A
IX. ADJOURNMENT	Chair Robinson	N/A

DIRECTION MAY BE GIVEN TO SEAGO STAFF ON ANY ITEM ON THE AGENDA.

Individuals with disabilities who require special accommodations or who have limited English proficiency and wish to have an interpreter may contact Diane Becerra at (520) 432-5301, extension 207 at least 72 hours before the meeting time to request such accommodations.

Individuals wishing to participate in the meeting telephonically may do so by contacting Diane Becerra at (520) 432-5301 extension 207. Contact must be made at least 48 hours before the meeting in order to obtain the call-in information. Please note that the option to participate telephonically may not be available unless requested as instructed above.

Si necesita acomodaciones especiales o un intérprete para esta conferencia, debe ponerse en contacto con Diane Becerra al número (520) 432-5301, extensión 207, por lo menos setenta y dos (72) horas antes de la conferencia.

**DRAFT MINUTES OF
THE ADMINISTRATIVE COUNCIL MEETING
9:00 A.M., THURSDAY, NOVEMBER 2, 2023
VIA ZOOM
COCHISE COLLEGE BENSON
1025 HWY 80, BENSON, ARIZONA**

OFFICERS PRESENT: Coxworth, Dan – Treasurer, Cochise County **(In-Person)**
Rapiere, Derek – Secretary, Greenlee County **(Zoom)**
Robinson, Ronald – Chair, Patagonia **(In-Person)**

MEMBERS PRESENT: Batty, Vernon – Town of Pima **(Zoom)**
Bigman, Barney – San Carlos Apache Tribe **(Zoom)**
Fulton, Stephanie – Town of Huachuca City **(In-Person)**
Hinton, Terry – Town of Duncan **(Zoom)**
McLachlan, Matt – City of Sierra Vista **(Zoom)**
Pauken, Steve – City of Bisbee **(In-Person)**
Urquijo, Ana – City of Douglas **(Zoom)**
Valdez, Jesus – Santa Cruz County **(Zoom)**
Vivian, Vicki – City of Benson **(Zoom)**
Welker, Dustin – Graham County **(Zoom)**

STAFF PRESENT: Curtiss, Dina – Accounting Manager **(Zoom)**
Dennis, Keith – Community Development Program Manager **(In-Person)**
Dumas, Robin – Senior Planning Specialist **(In-Person)**
Gibbons, Carrie – SEAGO AAA **(Zoom)**
Heiss, Randy – Executive Director **(In-Person)**
Merideth, John – GIS Analyst **(Zoom)**
Miller, David – Community Coordinator **(In-Person)**
Vertrees, Chris – Transportation Program Administrator **(In-Person)**

GUESTS: Kelly Hyman – Synergy Home Care **(In-Person)**
Michael Hyman – Synergy Home Care **(In-Person)**
Luis Pedroza – City of Douglas **(Zoom)**

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE / INTRODUCTIONS

Chair Robinson called the meeting to order at 9:06 a.m. At the request of Chair Robinson, participants on Zoom were first followed by In-person attendees.

II. MEMBER ENTITIES' DISCUSSION

Chair Robinson called on **Dustin Welker** for an update on Graham County. Mr. Welker reported the County recently completed their CDGB project at the fairgrounds. Improvements included rubberizing the playground floor and adding ADA sidewalks and water fountains. Graham County will also be starting a Housing Study soon. **Chair Robinson** called on **Terry Hinton** for an update on the Town of Duncan. Mr. Hinton reported that the Town is starting the bid process for CDBG projects. **Chair Robinson** called on **Vicki Vivian** for an update on the City of Benson. Ms. Vivian reported that the city will be hiring a Deputy City Manager. She reported two projects for early 2024 – An annexation effort to begin in January and a splash pad ground breaking for February. The City also held their Zombie Run over Halloween Weekend. **Chair Robinson** called on **Jesus Valdez** for an update on Santa Cruz County. Mr. Valdez reported the County was awarded an approval contract to repair the roof on the historic courthouse. The County is also working on an 3.2 million dollar AZ SMART Grant for I-19 improvements. **Chair Robinson** called on **Ana**

Urquijo for an update on the City of Douglas. Ms. Urquijo reported that a new project will be starting within the month on the Commercial Port of Entry. The City also completed their project(s) at the Airport- including ADA improvements and an Aviation History exhibit. The City is also preparing a Downtown Revitalization plan. **Chair Robinson** called on **Barney Bigman** for an update on the San Carlos Apache Tribe. Mr. Bigman reported that the Tribe is looking forward to approval in the spring for their Transportation Safety Plan. They are also currently working with ADOT on a passing lane on HWY 70. **Chair Robinson** called on **Derek Rapier** for an update on Greenlee County. Mr. Rapier reported the County is developing designs to revamp their fairgrounds and playground. They are also working on water storage capacity for road projects. **Chair Robinson** called on **Vernon Batty** for an update on the Town of Pima. Mr. Batty reported that later this month the Town will be working with ADOT on an AZ SMART grant to widen a 1.5 mile section of Main Street. **Chair Robinson** called on **Steve Pauken** for an update on the City of Bisbee. Mr. Pauken reported that the Owner Occupied Housing Rehabilitation program in the Saginaw area is back on track. The City has also accepted a bid for the rebuilding of City Hall. The City is also using two separate grants in the amount of 4 million dollars to create a multiuse path that will start at the Queen Mine Tour and go around the Lavender Pit. **Chair Robinson** called on **Dan Coxworth** for an update on Cochise County. Mr. Coxworth reported that Planning and Zoning have been working on many Solar Projects, mainly in the Wilcox area. The County plans to use this round of CDBG funding for Owner Occupied Housing Rehabilitation. The County was also awarded a Brownfields revolving loan program, where residential or commercial properties are able to apply for a low interest loan due to asbestos, lead based paint and ground contamination cleanup. **Chair Robinson** called on **Stephanie Fulton** for an update on the Town of Huachuca City. Ms. Fulton reported Skyline Dr. improvements are scheduled to begin soon. She also mentioned the Skyline pathway project which will connect housing and apartments on Skyline Drive to the park and school creating safer walking areas. The Town is conducting a Transit Study because the Town has not had one since before the pandemic and it is hoped that the study will facilitate improvements to Highway 90 in the Town. **Ms. Fulton** further reported that the walking path in Leffingwell Park improved with the last CDBG was recently fog-sealed. The Town is currently looking into further grant options to complete improvements to the basketball and tennis courts, including at Hyde Park. CDBG could not be used for Hyde Park because it is in a floodplain. However, the city has set money aside and looking into further grant options to refurbish bathrooms, water fountains and perhaps playground equipment. The town recently had their Creepy Candy Cruise over Halloween and closed by inviting the community to the Town's Holiday Parade. **Chairperson Robinson** reported that the Town of Patagonia was facing challenges when it comes to Affordable Housing. The town is currently working with an individual of 6 acres of property that could possibly be used to build duplexes. **Chair Robinson** also mentioned that Keith with SEAGO included Patagonia on a proposal to the State Housing Trust Fund. **Chair Robinson** called on **Matt McLachlan** for an update on the City of Sierra Vista. Mr. McLachlan reported the City is in the Public Involvement stage of making updates to the General Plan. The City is working on an update to their CDBG plan to identify future projects over the next five years. Matt reported on a capital project where the City has been working with a local coalition on ending homelessness. The Better Work program was launched recently, paying homeless individuals minimum wage to pick up trash on public lands. The program has been a success.

III. CALL TO THE PUBLIC

Kelly Hyman of Synergy Home Care introduced herself and gave an overview of the services the company offers. She mentioned services are provided in all of Cochise County and that she is excited to help fill the needs of the communities.

IV. ACTION ITEMS

1. Consent Agenda
 - a. Approval of the August 3, 2023 minutes

Chair Robinson called for a motion to approve the August 3, 2023 minutes.

MOTION: Steve Pauken
SECOND: Dan Coxworth
ACTION: Unanimous

2. Discussion and possible action to recommend approval of the proposed Calendar Year 2024 SEAGO Policy Principles

Executive director Randy Heiss gave an overview of the proposed Calendar Year 2024 SEAGO Policy Principles. Mr. Heiss stated that once again SEAGO updated our policy principles document for each program for the next calendar year. This is a tool that's used to empower SEAGO staff to support or oppose policies, issues or legislation, at the state and federal level that could SEAGO's effectiveness in serving it's Member Entities. Members circulate these as SEAGO's and its Member Entities official on these issues. There have been some minor updates to the principles this year. Mr. Heiss briefly discussed a few bullet points under each Program's section, and offered to answer any questions.

Chair Robinson called for a motion to recommend approval of the Calendar Year 2024 SEAGO Policy Principles to the Executive Board.

MOTION: Vicki Vivian
SECOND: Derek Rapiere
ACTION: Unanimous

3. Discussion and possible action to recommend approval of Resolution No. 2023-03 urging state elected leaders to modernize transportation funding sources and opposing diversions of HURF to the State General Fund

Mr. Heiss discussed SEAGO's position on Resolution No. 2023-03 urging the Governor and Legislature to modernize Arizona's transportation funding sources and declaring opposition to diversions out of HURF and into the State General Fund above the \$20 million authorized by statute. He once again spoke to the State's budget deficit which brings more challenges when it comes to Arizona's fuel tax.

Chair Robinson called for a motion to recommend approval of Resolution No. 2023-03 to the Executive Board.

MOTION: Dan Coxworth
SECOND: Steve Pauken
ACTION: Unanimous

4. Discussion and possible action to recommend approval of the SEAGO Classification and Compensation Plan update

Mr. Heiss gave an overview and stated he was pleased with the work of HR KNOW, the consultants hired by SEAGO to identify new salary ranges and classifications for SEAGO employees. Randy highlighted the new salary starting rates, midpoints and maximums making SEAGO more competitive in the job market. Randy also stated the classifications weren't as far behind as compensation was. Randy also reminded the council that the Executive Director salary is set by the Executive Board. Dan Coxworth asked for more information on HR KNOW. Randy responded that they are a consulting firm out of Tucson. Matt McLachlan asked if SEAGO staff salaries were grant funded. Randy responded that some are, and that the amount of salary can depend on the state and federal funding for a particular program.

Chair Robinson called for a motion to recommend approval of the SEAGO Classification and Compensation Plan update to the Executive Board.

MOTION: Steve Pauken
SECOND: Stephanie Fulton
ACTION: Unanimous

5. Discussion and possible action to recommend approval of the 2023 CDBG Regional Account Applications

Community Development Program Manager Keith Dennis gave a brief overview of this year's application process and provided an overview of CDBG applications to the Arizona Department of Housing. SEAGO Bylaws require approval of fees and assessments on Member Entities - including CDBG contracts and this is the purpose of this item.

Chair Robinson called for a motion to recommend the approval of the 2023 CDBG Regional Account Applications to the Executive Board.

MOTION: **Stephanie Fulton**
SECOND: **Dan Coxworth**
ACTION: Unanimous

6. Discussion and possible action to recommend that the Executive Board authorize staff to solicit proposals for a consultant to assist in developing the Rural Energy for America Program Technical Assistance Grant (REAP TAG).

Mr. Dennis introduced a new partnership with the USDA in the field of economic development.

The REAP program benefits and technologies are considered by USDA to be significantly under-utilized in Arizona and in the SEAGO Region. SEAGO applied for and is scheduled to be awarded a \$150,000 REAP Technical Assistance Grant before the end of this calendar year. The purpose of the REAP TAG is to help SEAGO assist farmers, ranchers and rural small businesses take advantage of underutilized energy efficiency technologies such as solar panels and wind turbines. In addition, energy efficient heating and cooling systems, lighting and insulation, and energy efficiency upgrades for irrigation systems are eligible activities. Forty percent of the overall cost for these improvements is given back to these businesses as a rebate once complete.

Stephanie Fulton asked if this program was only for private business. Robin responded at this time the program is for small business and agriculture and is targeting projects under \$50,000.

Dan Coxworth asked if the grant was for training only. Mr. Dennis responded the grant is partly for program development but mostly for staffing. However, the USDA has allocated in excess of a billion dollars to the REAP program nationwide.

Steve Pauken commented that the City of Bisbee in the past has had trouble with USDA and warns of the challenges of working with them.

Chair Robinson called for a motion to recommend approval to authorize staff to solicit proposals for a consultant to assist in developing the REAP Program to the Executive Board.

MOTION: **Vicki Vivian**
SECOND: **Steve Pauken**
ACTION: Unanimous

V. INFORMATION ITEMS

- A. Future Meeting Dates

Randy Heiss mentioned that this was the last Administrative Council meeting of the year and his last as Executive Director. The next scheduled Administrative Council Meeting is scheduled for February 8th, 2024. There is also a combined Administrative and Executive Committee Meeting scheduled for November 30th,

2023. He asked that the officers mark their calendars and if there is no time sensitive, program related business, the meeting will be cancelled.

B. Strategic Plan Progress Report

Randy Heiss outlined the attachment within the packet of SEAGOs implementation and outcomes of strategic goals and responded to questions.

C. Quarterly Finance Report

Dina Curtis provided the Quarterly Finance Report and responded to questions.

D. Community Development Report

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

E. SEAGO Economic Development District Report

Keith Dennis mentioned a request for proposals for the REAP/TAG grants was nearing publications and responded to questions.

F. AAA Updates

Carrie Gibbons provided SEAGO AAA updates and responded to questions.

G. Transportation Program Updates

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

VI. RTAC REPORT

Kevin Adam was unavailable due to a scheduling conflict and did not attend the meeting

VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS

Randy Heiss thanked the Administrative Council for all of their hard work and dedication over his last 14 years with SEAGO. Many council members gave their well wishes to Randy and wished him luck in retirement.

Keith Dennis announced that he will be in Cleveland, Ohio next week at a NADO conference for Executive Director training.

VIII. FUTURE AGENDA ITEMS

Randy deferred to Keith Dennis the incoming Executive Director. Keith stated he is finalizing these items and they will be communicated in the near future.

IX. ADJOURNMENT

Chair Robinson called for adjournment of the meeting at 11:07 a.m.



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL

FROM: KEITH DENNIS, EXECUTIVE DIRECTOR

DATE: JANUARY 29, 2024

SUBJECT: INTERGOVERNMENTAL AGREEMENT WITH SANTA CRUZ COUNTY

Since October of 2021, SEAGO's Area Agency on Aging has utilized office space in Santa Cruz County's Public Fiduciary for case management services benefitting AAA clients in the County. There is, however, no formal agreement between SEAGO and Santa Cruz County governing this partnership; SEAGO and the County seek to formalize this relationship to the mutual benefit of both parties, and as such seeks approval from our Executive Board to enter into an Intergovernmental Agreement. SEAGO is authorized by Arizona Revised Statutes to enter into such agreements as a government entity (c.f. ARS § 11-951, 11-952 and 11-952.02).

Attached to this Memo is the IGA, which is intended to:

- Formalize this relationship for an initial term of one year, beginning on July 1, 2024 and terminating on June 30, 2025;
- To delineate the responsibilities of both the County and SEAGO AAA as concerns financing, administration and terms and conditions of the agreement; and
- Indemnification, severability and termination of said agreement.

Attachments: Intergovernmental Agreement between SEAGO and Santa Cruz County.

Action Requested: Information Only Action Requested Below:

A motion to recommend approval of the proposed Intergovernmental Agreement between SEAGO and Santa Cruz County as presented by staff.

INTERGOVERNMENTAL AGREEMENT
between
SANTA CRUZ COUNTY
and
SOUTHEASTERN ARIZONA GOVERNMENTS ORGANIZATION
for
REAL PROPERTY USE

THIS INTERGOVERNMENTAL AGREEMENT (the “AGREEMENT”), is made and entered into this ___ day of _____, 2024, by and between Santa Cruz County, a political subdivision of the State of Arizona, hereinafter referred to as the “COUNTY”, and the SouthEastern Arizona Governments Organization, the regional Council of Governments for Cochise, Graham, Greenlee and Santa Cruz Counties, hereinafter referred to as “SEAGO.” COUNTY and SEAGO may hereinafter be referred to individually as a “Party” or collectively as the “Parties.”

SECTION 1: RECITALS

WHEREAS, the Parties are authorized and empowered to enter into this AGREEMENT pursuant to Arizona Revised Statutes (“A.R.S.”) §§ 11-951 and 11-952 and their respective codes or such other governing authority.

WHEREAS, SEAGO is a separate legal entity formed under the auspices of A.R.S. § 11-952.02 through an intergovernmental agreement passed in 1972 by and between the COUNTY and 18 other local governments in the four-county region; and

WHEREAS, SEAGO is also the federally designated Area Agency on Aging (AAA) for Arizona Region VI which includes Cochise, Graham, Greenlee and Santa Cruz Counties; and

WHEREAS, the SEAGO AAA uses funding from the Older Americans Act, federal Social Service Block Grants, and state appropriations for operation of in-house programs and delivery of home and community based services (HCBS) that enable older adults to continue living independently in their homes and avoid the social isolation and high costs associated with institutionalization; and

WHEREAS, many of the HCBS are case managed services requiring a detailed assessment of client needs and authorization from a case manager in order to qualify clients for access to HCBS services; and

WHEREAS, SEAGO is in need of long-term office space to house a AAA case manager to process clients in Santa Cruz County; and

WHEREAS, the COUNTY has office space (hereinafter “Premises”) available in the office of the Public Fiduciary and is willing to allow SEAGO to use said Premises for case management of elderly and disabled clients in Santa Cruz County under the terms and conditions of this AGREEMENT; and

WHEREAS, SEAGO has inspected the Premises and has determined that it is adequate to ensure the privacy and access requirements of its clients and sufficient to enable efficient and effective case management operations.

NOW, THEREFORE, pursuant to A.R.S. § 11-952, authorizing contracts and agreements between public agencies or public procurement units for cooperative actions, and in consideration of the mutual promises contained in this AGREEMENT, and of the mutual benefits to result therefrom, the Parties agree as follows:

SECTION 2: TERM

The initial term of this AGREEMENT shall be from **July 1, 2024 to June 30, 2025**. This AGREEMENT shall automatically renew for four additional one-year periods unless terminated in accordance with SECTION 5 of this AGREEMENT.

SECTION 3: PURPOSE

The purpose of this AGREEMENT is to secure long term office facilities to enable efficient and effective case management of SEAGO AAA clients as described in SECTION 1 of this AGREEMENT.

SECTION 4: FINANCING

The Parties agree that in return for assuming the responsibility for case management of elderly and disabled clients in Santa Cruz County, the SEAGO AAA shall be granted use of the Premises in the office of the Public Fiduciary at no cost. In addition, the use of the Premises may be considered an in-kind contribution valued at approximately \$5,000 annually.

SECTION 5: TERMINATION

Either Party may terminate this AGREEMENT with or without cause upon providing ninety (90) days' written notice to the other Party. In the event either Party is in breach of this AGREEMENT, this AGREEMENT may be terminated after providing written notice with fifteen (15) days to correct or remedy the breach. If said breach is not remedied, this AGREEMENT shall terminate at the expiration of the fifteen (15) day period. The COUNTY will not be responsible to provide the Premises for case management services after the date of termination. This AGREEMENT may also be cancelled pursuant to the provisions of A.R.S. § 38-511.

SECTION 6: ADMINISTRATION OF AGREEMENT

Each Party shall designate a representative or representatives, notice of the same to be provided to the other Party, who shall be jointly responsible for developing procedures (if any) to be utilized in fulfilling this AGREEMENT and providing other administrative services as necessary.

SECTION 7: DISPUTE RESOLUTION

Any disputes arising under this AGREEMENT shall be referred to the County Manager and SEAGO Executive Director for joint resolution. The Parties hereby agree to make a good faith effort to resolve any controversy, dispute or claim through informal negotiation. Any dispute, claim or controversy must first be presented in writing, with supporting documentation, to the agent of the other Party. The recipient shall have ten (10) days to prepare and deliver a response. Thereafter, if the Parties fail to resolve the dispute, claim or controversy following a reasonable period for such resolution, but not less than fifteen

(15) days, the aggrieved party may terminate this AGREEMENT pursuant to SECTION 5 of this AGREEMENT, or may pursue its legal remedies in the Santa Cruz County Superior Court.

SECTION 8: TERMS AND CONDITIONS OF SEAGO USE

SEAGO may occupy and use the Premises to provide case management and supportive services for clients of the SEAGO AAA under the terms and conditions detailed below.

- A. Business Office Environment - SEAGO is not authorized to use the Premises as a residence, nor, for any other purpose other than as specified in the general description above and as further detailed below without prior written consent of COUNTY or its authorized agent.
- B. SEAGO may utilize the COUNTY employee parking lots located at the Premises for SEAGO employee and AAA client parking.
- C. SEAGO may provide any additional signage for its office, if desired. However, SEAGO must obtain signage placement approval from the COUNTY.
- D. SEAGO and its employees shall not bring pets into the Premises, except special needs service animals and with the approval of the COUNTY.
- E. SEAGO shall abide by all COUNTY facility safety/security protocols (i.e., participate in fire drills, maintain COUNTY hours of operation, no access to Premises on holidays, weekends, after hours, etc.).
- F. SEAGO shall be provided with a key to the Premises only. SEAGO will not be provided with a key to the COUNTY building.
- G. The COUNTY will provide basic office furniture and equipment at the Premises. Any replacement furniture or equipment will be provided and paid for by SEAGO.
- H. SEAGO shall pay COUNTY a reasonable security deposit fee, the amount of which, (if any), shall be determined by COUNTY at COUNTY's sole discretion. The COUNTY shall provide written notice of the amount of the security deposit fee (if any) to SEAGO and SEAGO shall pay the security deposit fee to the COUNTY within thirty (30) days of receipt of said notice.
- I. All buildings and property related to the Premises are accepted by SEAGO in their present condition, and all repairs or improvements to the Premises shall be at the sole cost of SEAGO unless prior arrangements with the COUNTY have been made. The Premises are provided "AS IS". The COUNTY makes no warranty as to their condition and expressly disclaims any warranty of habitability or fitness for any particular purpose.

It is agreed that during the existence of this AGREEMENT, SEAGO will not make improvements, alterations, and additions to the Premises without the written consent of the COUNTY.

- J. SEAGO shall keep the Premises free and clear of any and all mechanics, materials, and other liens arising out of the AAA's use and occupancy of the Premises. Filing of a lien against this property shall constitute a default of this AGREEMENT.
- K. SEAGO shall not assign, mortgage, or encumber the Premises, or any other right or privilege connected therewith, or allow any other person except agents and employees of SEAGO to occupy the Premises or any part thereof without first obtaining the written consent of the COUNTY for each instance. No such assignment or occupancy shall be deemed a waiver of the covenant, or the acceptance of an assignee or occupant, as a release of SEAGO of the covenants of this AGREEMENT. An unauthorized assignment, or license to occupy by SEAGO shall be void and shall terminate this AGREEMENT at the option of the COUNTY.
- L. SEAGO shall comply with all federal, state and local laws, rules, and regulations, controlling or in any manner affecting the use or occupancy of the Premises. All local regulations and ordinances as applicable to this facility or the operations therein and any future amendments thereto, are incorporated by reference into this AGREEMENT and shall be considered part of the regulations SEAGO must comply with under the terms of this AGREEMENT.
- M. The COUNTY shall maintain keys for the Premises, and with reasonable notice, be allowed to inspect the Premises as deemed necessary and appropriate. The COUNTY may enter the Premises at any time for the purpose of maintenance or janitorial services and in the case of fire or an emergency.
- N. During the term of this AGREEMENT, SEAGO shall, at its own expense, take out and maintain liability insurance. This liability insurance shall provide a minimum of \$2,000,000 liability coverage for each occurrence and with such insurance companies, as shall be satisfactory to the COUNTY to protect and indemnify the COUNTY from all damages or claims of any kind whatsoever, arising from SEAGO's use and occupancy of the Premises. SEAGO shall cause these insurance policies to name the COUNTY as an additional insured.

In addition, SEAGO shall, at its own expense, take out and maintain business property and liability insurance in an amount sufficient to cover the value of all property owned, leased, or stored by SEAGO on the Premises.

SEAGO shall provide the COUNTY with certificates evidencing the coverage and the additional insured within thirty (30) days of signing this AGREEMENT. A current certificate will be provided each July 1st or on the anniversary of the policy, to the COUNTY at the address below or via email to the COUNTY's authorized agent. Should insurance be canceled, notification must be sent to the COUNTY within ten (10) working days.

- O. Each of the following events shall constitute a default or breach of this AGREEMENT by SEAGO:
- If SEAGO shall fail to perform or comply with any of the conditions of this AGREEMENT.
 - If SEAGO shall vacate or abandon the Premises.
 - If this Lease shall be transferred to or shall pass to or dissolve on any other person or party without the prior written consent of the COUNTY.
 - If SEAGO shall fail to maintain current, required amounts of insurance coverage.

- P. SEAGO shall, at its sole cost and expense, take such measures as may be necessary to keep the Premises secure and safe at all times with the understanding that the COUNTY will have access to the Premises at all times. The COUNTY has no obligation or responsibility to keep the Premises policed, secured or safe.
- Q. SEAGO is fully responsible for any lost, stolen, or damaged keys or access cards, and agrees that SEAGO shall reimburse the COUNTY for all costs for the replacement of such keys, door hardware cores and access cards.

SEAGO shall assume responsibility of compliance with any other terms and conditions agreed upon by the Parties and specified by written amendment to this AGREEMENT.

SECTION 9: COUNTY RESPONSIBILITIES

- A. In addition to the Premises, the COUNTY shall provide the following furnishings and equipment for the use of SEAGO during the term of this AGREEMENT:
- One (1) desk phone and phone line for the Premises. The COUNTY will not provide cell phones for AAA case management.
 - One (1) office desk with cabinets and one (1) desk chair
 - One (1) desktop computer with internet access
 - Three (3) file cabinets
 - One (1) small conference table with three (3) chairs
 - Access to copier
- Any replacement furniture or equipment will be provided and paid for by SEAGO.
- B. The COUNTY shall be responsible for the payment of electricity, gas, water, phone, and internet access. The COUNTY will provide maintenance, janitorial and for proper refuse handling and disposal. No hazardous wastes of any kind shall be disposed of on the Premises.
- C. The COUNTY reserves the right to further develop or improve all areas of the Premises as it sees fit, regardless of the desires or views of SEAGO, and without interference or hindrance from SEAGO. The COUNTY has the right to inspect the Premises at any time and the right to enter upon the Premises at any time, for the purpose necessary, incidental to, or connected with any matter related to the exercise of its function, or as may be required in the operation, maintenance or development of the Premises, or to determine whether SEAGO is in compliance with conditions of this AGREEMENT; provided, however, that except in emergency circumstances or in situations where inspections must necessarily be undertaken during other than normal business hours, such inspections will occur only after reasonable notice to SEAGO, during regular business hours, and in such a manner as to minimize interference with SEAGO's use of the Premises.
- D. The COUNTY has the right and easement to install, maintain, repair, replace or remove and replace water or sewer pipes, electrical or phone lines, gas pipes, pavement or any other utilities or services on the Premises along with the right to enter the Premises in order to accomplish such actions as are related to this right at all times.

E. Use of the Premises is granted on an "as is" basis and COUNTY shall not be responsible for any costs or expenses SEAGO may incur in the use and occupancy of the Premises and, specifically, any additional utilities not included under Subsection B. of this SECTION 9, or additional refuse removal SEAGO may require.

SECTION 10: NOTICES

Unless otherwise specified herein, any notice or communication required or permitted under this AGREEMENT shall be in writing and sent to the address given below for the Party to be notified.

Santa Cruz County
2150 North Congress Drive
Nogales, AZ 85621
ATTN: County Manager

SouthEastern Arizona Governments Organization
1403 West Highway 92
Bisbee, AZ 85603
ATTN: Executive Director

SECTION 11: ASSIGNMENT

Neither Party shall assign the rights or duties under this AGREEMENT to a third-party without the written consent of the other Party. Any such assignment in violation of this AGREEMENT will be grounds for termination of the AGREEMENT.

SECTION 12: APPROVAL BY PARTIES

Before this AGREEMENT shall become effective and binding upon the Parties, the appropriate governing authorities of each Party must approve it. In the event that such appropriate authority fails or refuses to approve this AGREEMENT, it shall be null and void with no effect whatsoever.

SECTION 13: REVISIONS

Procedural and administrative changes to this AGREEMENT may be made upon mutual written agreement of the County Manager and SEAGO Executive Director.

SECTION 14: CONDUCT OF OPERATIONS

The CITY and SEAGO agree to be responsible for the conduct of its operations and performance of contract obligations and the actions of its own personnel while performing services under this AGREEMENT, and each Party shall be solely responsible for supervision, daily direction, control of payment of salary (including withholding for payment of taxes and social security), workers' compensation and disability benefits. In addition, both Parties agree to maintain adequate professional and general liability insurance coverage at all times while this AGREEMENT is in effect.

SECTION 15: INDEMNIFICATION

Each Party agrees to assume responsibility for the conduct of its employees, officials, and agents and for all claims, demands, suits, damages, and loss which result from the negligence or intentional torts of such Party or its agents, officials, and employees in the performance of this AGREEMENT.

To the fullest extent permitted by law, SEAGO shall defend, hold harmless, and indemnify the COUNTY, its officers, agents, and employees from all claims, demands, suits, damages, and loss ("claim") which result from the negligence or intentional torts of SEAGO, its agents, officers, employees and volunteers in the performance of this AGREEMENT, but only to the extent that such claims arise from such negligence or intentional torts. To the fullest extent permitted by law, the COUNTY shall hold harmless, defend, and indemnify SEAGO, its officers, agents, employees and volunteers, from all claims, demands, suits, damages, and loss ("claims") which result from the negligence or intentional torts of the COUNTY, its agents, officers, and employees, in the performance of this AGREEMENT, but only to the extent that such claims arise from such negligence or intentional torts. The extent of the foregoing liabilities shall be limited to and determined by the respective fault of the Parties, their agents, subcontractors, employees and volunteers in comparison with others (including, but not limited to, the other Party) who may have contributed to or in part caused any such claim to arise.

SECTION 16: NON-DISCRIMINATION

To the extent applicable, the Parties shall comply with all laws and regulations, including, but not limited to, Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act, and State Executive Order 75-5 which mandated all persons, regardless of race, religion, handicap, color, age, sex, political affiliation or national origin shall have equal access to employment opportunities. The Parties shall comply with the Rehabilitation Act of 1973, as amended, which prohibits discrimination in the employment or advancement in employment of qualified persons because of physical or mental handicap, with all federal regulations regarding equal employment opportunity, with relevant orders issued by the U.S. Secretary of Labor and with all applicable provisions of the Americans with Disabilities Act, Public Act 101-336, 42 U.S.C. Sections 12101-12213, and all applicable Federal Regulations under the Act, including 28 C.F.R. Parts 35 & 36.

SECTION 17: MANDATORY PROVISIONS

All provisions required by law to be incorporated into this AGREEMENT shall be a part of this AGREEMENT as if fully written out herein.

SECTION 18: RIGHTS OF PARTIES

The provisions of this AGREEMENT are intended only to define the respective rights and obligations of the Parties. Nothing expressed herein shall create any rights or duties of any nature or kind in favor of any third-party.

No provision in this document or in SEAGO's use of the Premises shall be construed, expressly or by implication, as a waiver by the COUNTY of any existing or future right and/or remedy available by law in the event of any claim of default or breach of AGREEMENT. The failure of any Party to insist upon the strict performance of any term or condition of the AGREEMENT or to exercise or delay the exercise of any right or remedy provided in the AGREEMENT or by law, or the acceptance of materials or services, or the payment for materials or services, shall not release the other Party from any responsibilities or obligations imposed by the AGREEMENT or by law, and shall not be deemed a waiver of any right of any Party to insist upon the strict performance of the AGREEMENT.

SECTION 19: SEVERABILITY

The provisions of this AGREEMENT are severable to the extent any provision or application held to be invalid shall not affect any other provision or application of the AGREEMENT, which may remain in effect without the invalid provision, or application.

SECTION 20: GOVERNING LAW

This AGREEMENT shall be construed under the laws of the State of Arizona and shall incorporate by reference all laws governing intergovernmental agreements and mandatory contract provisions of state agencies required by statute or executive order. All statutes and regulations referenced in this AGREEMENT are incorporated herein as if fully stated in their entirety in the AGREEMENT. Each Party agrees to comply with and be responsible for the provisions, the statutes, and the regulations set out in this AGREEMENT.

[Signatures on following pages.]

DRAFT

IN WITNESS WHEREOF, two (2) identical counterparts of this AGREEMENT, each of which shall for all purposes be deemed an original thereof, have been duly executed by the Parties hereinabove named on the date and year first above written.

Approved by the SouthEastern Arizona Governments Organization Executive Board at its meeting on the 23rd day of February 2024.

DAVID GOMEZ
Chair, Executive Board

Date

Approved by the Santa Cruz County Board of Supervisors at its meeting on the ____ day of _____ 2024.

MANUEL RUIZ
Chairman

Date

ATTEST:

ALMA SCHULTZ
Clerk of the Board

Pursuant to A.R.S. § 11-952(D), this AGREEMENT has been reviewed by legal counsel for each Party to determine it is in proper form and is within the power and authority granted under the laws of the State of Arizona to the respective client agency.

APPROVED AS TO FORM:

APPROVED AS TO FORM:

GEORGE SILVA
County Attorney

MICHAEL MASSEE,
Legal Counsel for SEAGO



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
FROM: KEITH DENNIS, EXECUTIVE DIRECTOR
DATE: JANUARY 29, 2024
SUBJECT: COCHISE COUNTY PRIVATE SECTOR REPRESENTATIVES ON
THE EXECUTIVE BOARD

SEAGO's Executive Board includes five Private Sector Representatives: One each from Graham, Greenlee and Santa Cruz Counties and, because it's population is over 100,000, two from Cochise County. Private sector representation on our Board is required by the Economic Development Administration due to SEAGO's designation as an Economic Development District.

SEAGO's Bylaws stipulate that the Executive Board

shall appoint one (1) individual from each county area to serve as a Private Sector Representative from that county area. These Private Sector Representatives shall be appointed from the nominations submitted by the Member Entity Representatives from that county area. The Private Sector Representatives shall represent a low income or minority group, or representative organization, or represent the principal economic interests in the region, such as, but not limited to business, industry, finance, utilities, education, the professions, agriculture, or labor. Private Sector Representatives shall serve at the will of the Executive Board and shall serve a two (2) year term, with the option of being appointed to a second term.

Private Sector Representatives (PSRs) be appointed from the nominations submitted by the Member Entity Representatives from each county area, and must represent a low income or minority group, or representative organization, or represent the principal economic interests in the region, such as, but not limited to business, industry, finance, utilities, education, the professions, agriculture, or labor.

Cochise County Private Sector Representatives (PSRs)

The terms of SEAGO's two Cochise County Private Sector Representatives, Heather Floyd and Dan Valle, are expiring. Ms. Floyd is willing to continue serve a second term if nominated by a Member Entity Representative and approved by the Executive Board. Mr. Valle has served the allowed two terms and recommends a Member Entity Representative nominate Mr. Mark Mermis as successor.

As you are aware, Ms. Floyd is the Public Relations Specialist for Valley TeleCom Group. Valley is a telephone and Internet cooperative serving the rural areas of southeastern Arizona and southwestern New Mexico for 60 years. Previous to working at Valley, Heather was employed in

the electric cooperative industry for close to 20 years. Her focus is on improving the lives of rural Arizonians.

Mr. Mermis, in addition to his three decades in the automotive and finance industries, is active in the community, serving on community organization boards and/or volunteering for such groups as Children for Hunger, Boys Club of America, Southeastern Arizona Hispanic Chambers of Commerce Tucson, YMCA of El Paso and Special Olympics. His resume is attached.

The above nominees appear willing, exceptionally qualified and capable of filling the vacancies for private sector representatives in their respective counties, and I would respectfully suggest you recommend them to the Executive Board for approval.

I will look forward to answering any questions at the meeting.

Attachments: Bio/Resume for Mr. Mark Mermis.

Action Requested: Information Only Action Requested Below:

A motion to recommend the appointment of the following individuals to serve two-year terms as Private Sector Representatives on the Executive Board:

- **Ms. Heather Floyd to serve a second term representing Cochise County as PSR**
- **Mr. Mark Mermis to represent Cochise County PSR**

Mark Mermis Bio

Result driven dependable professional with more than 31 years in Automotive and Finance industries. Strong effective leader developing, motivating, and positively reinforcing employee trust, loyalty, and efficient teamwork. Extremely successful maintaining schedules and budgets while implementing exceptional quality control standards. Forecasting retail sales objectives by vehicle line ensuring the dealer orders meet market demand and managing monthly vehicle allocation and scheduling to ensure maximum production capability within my organization. As a owner Operator and investor in many outside business my military of 20 plus years has define my working habits and culture thru all my business.

- Maintain sustainable dealership production levels
- Actively participate in the recruitment of high-performing individuals by owning the entirety of the recruiting process as a hiring manager
- Create action plan and effectively manage sales managers and sales staff
- Identify coaching needs and promote training opportunities
- Hire, mentor and monitor the performance of department heads
- Set an example of professionalism through actions and appearance
- Maintain superior customer service (CSI) through dealership culture
- Ensure target revenues are met or exceeded
- Responsible for profitability in both the new and used vehicle departments
- Work closely with sales team on enforcement of proper selling methods
- Set objectives for achieving sales and gross profits
- Manage new and pre-owned cars inventory
- Assist in developing an advertising and marketing plan
- Documented reports an implement and measure promotions
- Work with the General Manager to review forecasts and profits for each department
- Responsible for developing a productive relationship throughout the various dealership departments - F&I, accounting, pre-owned, service, and parts
- Create annual dealership sales forecasts
- Develop future sales managers and professionals through job growth, training, development and performance
- Provide guidance, support and motivation to ensure employees are maximizing their ability and growth potential
- Maintain a positive and ethical working relationship with all employees, manufacturers, lenders, vendors and customers.

Education: Bachelor of Business Administration

Volunteers Groups: Children for Hunger, Boys Club of America, El Grito leave no child behind, Southeastern Hispanic Chambers ofCommerce Tucson, YMCA of El Paso and Special Olympics for down syndrome children.



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
FROM: KEITH DENNIS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 8, 2024
SUBJECT: FUTURE MEETING DATES

The Administrative Council normally meets at 9:00 a.m. on the first Thursday of February, May, August and November at the Cochise College Benson Center, located at 1025 Highway 90 in Benson, Arizona. The Executive Board normally meets at 10:00 a.m. on the Fridays two weeks following the Administrative Council meetings unless there is a holiday, or unless the Board sets an alternative date. The location of each Executive Board meeting is determined by the jurisdiction hosting the meeting, and therefore varies.

Administrative Council	Executive Board
May 2, 2024	May 17, 2024 - Graham County
August 1, 2024	August 16, 2024 - Greenlee County
November 7, 2024	November 22, 2024 - Santa Cruz County
February 6, 2025	February 21, 2025 - Cochise County

Also, below please find the tentative schedule for our combined telephonic Administrative and Executive Committee meetings in the upcoming 12 months:

Combined Administrative and Executive Committee Meetings (telephonic)
April 4, 2024 – 9:00 a.m.
May 30, 2024 – 9:00 a.m.
October 3, 2024 – 9:00 a.m.
December 5, 2024 – 9:00 a.m.

Attachments: None.

Action Requested: Information Only Action Requested Below:



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
THROUGH: KEITH DENNIS, EXECUTIVE DIRECTOR
FROM: DINA CURTISS, FINANCE MANAGER
DATE: FEBRUARY 8, 2024
SUBJECT: FINANCE REPORT

The SEAGO Statement of Revenues and Expenditures for the quarter ending December 31, 2023 is attached for your review.

Colby & Powell has completed the FY23 audit and there were no findings. We now have two consecutive years of no-findings audits behind us for which we will be considered a low risk auditee next year.

I will be happy to answer any questions you may have regarding the Statement of Revenues and Expenditures at our meeting.

Attachment: Statement of Revenues and Expenditures, Quarter Ending 12/31/2023

Action Requested: Information Only Action Requested Below

SEAGO

Statement of Revenues and Expenditures - R&E that ties to Budget - Unposted Transactions Included In Report
From 10/1/2023 Through 12/31/2023

(In Whole Numbers)

		<u>Cur Pd Actual</u>	<u>YTD Actual</u>	<u>Total Budget</u>	<u>% of Budget Used</u>
Revenue					
General Fund	101	29,766	52,621	150,000	35.08%
Agency Response	301	5,003	80,111	45,302	176.83%
Community Development Block Grant	302	40,385	51,385	233,000	22.05%
Economic Development	303	32,497	56,798	110,358	51.46%
Public Transit	308	6,517	14,310	20,000	71.55%
State Planning & Research	309	24,897	76,448	143,250	53.36%
Area Agency on Aging	310	328,156	613,146	1,904,513	32.19%
Regional Mobility Management	311	24,945	50,903	168,750	30.16%
RMM Training	314	6,528	10,377	87,500	11.85%
FTA Access and Mobility Partnership	333	92,374	146,428	192,000	76.26%
Regionwide Pavement Assessment Project	347	32,130	54,454	198,554	27.42%
Nogales Area Transit Feasibility Study	351	3,392	5,368	95,000	5.65%
Brownfields Assessment Cooperative Agree...	352	0	0	15,000	0.00%
Total Revenue		<u>626,589</u>	<u>1,212,349</u>	<u>3,363,227</u>	<u>36.05%</u>
Expenses					
General Fund	101	0	20	150,000	0.01%
Agency Response	301	7,791	21,454	45,302	47.35%
Community Development Block Grant	302	54,856	96,837	233,000	41.56%
Economic Development	303	14,409	34,501	110,358	31.26%
Public Transit	308	6,517	14,310	20,000	71.55%
State Planning & Research	309	24,897	76,448	143,250	53.36%
Area Agency on Aging	310	324,714	605,534	1,904,513	31.79%
Regional Mobility Management	311	24,945	50,903	168,750	30.16%
RMM Training	314	6,528	10,377	87,500	11.85%
FTA Access and Mobility Partnership	333	92,374	146,427	192,000	76.26%
Regionwide Pavement Assessment Project	347	32,130	54,454	198,554	27.42%
Nogales Area Transit Feasibility Study	351	3,392	5,368	95,000	5.65%
Brownfields Assessment Cooperative Agree...	352	3,291	3,291	15,000	21.94%
Total Expenses		<u>595,842</u>	<u>1,119,925</u>	<u>3,363,227</u>	<u>33.30%</u>
Balance		<u>30,747</u>	<u>92,424</u>	<u>0</u>	<u>0.00%</u>



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
THROUGH: KEITH DENNIS, EXECUTIVE DIRECTOR
FROM: JUDY LYNN, COMMUNITY DEVELOPMENT PROGRAM MANAGER
DATE: FEBRUARY 8, 2024
SUBJECT: COMMUNITY DEVELOPMENT PROGRAM UPDATES

Regional Account Updates

We are in the public participation portion of the CDBG Regional Account cycle. Applications from Bisbee, Duncan, Patagonia, and Thatcher will be eligible for awards this year. We anticipate the final funding numbers from the Arizona Department of Housing (ADOH) in May or June, and we will provide updates as this information becomes available.

Letters of Intent are due by April 1; application materials are due to SEAGO by July 1 and complete applications will be submitted to ADOH before their August 1 deadline.

Colonias Set-Aside CDBG

This year ADOH will also announce the Colonias Set-Aside CDBG competitive funding round. We anticipate the announcement later this year. Colonias Set-Aside applications must be “shovel ready,” defined by ADOH as having 100% complete engineering plans, a completed Environmental Review Record, a list of potential bidders, and where applicable, permits to construct. Colonias Set-Aside applications must address historic infrastructure deficiencies related to water, wastewater, storm water, or housing (owner-occupied housing rehabilitation).

April is Fair Housing Month

Housing and Urban Development requires that CDBG recipients commit to fair housing in their communities. This often takes the form of Proclamations by Councils and Boards of Supervisors proclaiming April as Fair Housing Month; posters proclaiming that housing discrimination is illegal; and/or other methods. Community Development Program staff will be reaching out to our Member Entities in advance of April to ensure compliance with these requirements.

Housing Program Updates

SEAGO's new five-year Strategic Plan, adopted by our Executive Board in August of 2023, includes objectives and tactics intended to revive SEAGO's shuttered Housing Program. We are pleased to report some initial progress in meeting these important objectives:

- An RFQ for a SEAGO Housing Consultant is scheduled for publication in February;
- Bisbee's Owner-Occupied Housing Rehab pilot program is currently out for bid and other communities in our Region are expressing interest in these activities;
- New Community Development Program Manager, Judy Lynn, was introduced to our Member Entities as part of the program's efforts to position SEAGO as a trusted resource for grant funding opportunities. Judy produced an informational overview and breakdown of a recent ADOH Notice of Funding Opportunity for Member Entities to inform them of the opportunity, and she is providing technical assistance in developing applications. Both Safford and Bisbee are preparing to apply for the funding which will be used to conduct housing needs assessments and to develop plans to mitigate barriers to affordable housing in their communities; and
- SEAGO applied for a grant from the United Way of Graham and Greenlee Counties to fund a housing feasibility study for Graham County.

Community Development Program Staff Update

SEAGO is pleased to welcome Ms. Judy Lynn to our team. Judy is an accomplished individual and public servant with a former career in government emergency management. She brings extensive experience in both grant and program management. Her efforts have so far focused on building momentum toward our housing-related strategic objectives, and she is transitioning into leadership of the CDBG program.

In addition to his duties assisting with SEAGO's quarterly meetings, Community Coordinator Mr. David Miller is also learning the CDBG Program. Mr. Miller has recently concluded Davis Bacon training and is assisting our Member Entities with labor standards monitoring and environmental reviews.

Attachments: Lynn Bio for SEAGO

Action Requested: Information Only Action Requested Below

Judy Lynn

Community Development
Program Manager



Judy is a Certified Emergency Manager who specializes in building antifragile communities and solving wicked problems in Southern Arizona. A Tucson native, she has worked in state and local government for more than ten years and is thrilled to be selected by the Southeastern Arizona Governments Organization to lead its Community Development Program. Judy is a devoted public servant and subject matter expert who excels in helping clients build and sustain expertise and capability in emergency preparedness, grant management, program development, community lifelines, and planning. She does this through mentorship, policy review, gap analysis, data analysis, project management, and issue triage. She is consistently recognized for strong crisis leadership, cultivating lasting strategic partnerships, and as an innovative strategist.

Judy is a graduate of Northern Arizona University and holds a master's degree in Homeland Security Studies from the Naval Postgraduate School. She serves as the Coyote Crisis Collaborative's Executive Board Vice Chair-Elect and is on the board of the Arizona Association of Emergency Managers (AzEM). She is a 2023 Flinn-Brown Fellow, a member of Arizona Women Leading Government and the Southern Arizona Leadership Council, and an Arizona Counter-Terrorism Information Center Community Liaison.

In her free time, Judy enjoys traveling, learning to play the violin and banjo, volunteering as a chaplain and CISM practitioner for first responders, and singing with the Tucson Symphony Orchestra Chorus.



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
FROM: KEITH DENNIS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 8, 2024
SUBJECT: SEAGO ECONOMIC DEVELOPMENT DISTRICT 2024

BACKGROUND

In 1991, the Economic Development Administration (EDA) designated the SEAGO Region as an Economic Development District (EDD). EDA describes such Districts as

multi-jurisdictional entities, commonly composed of multiple counties and in certain cases even cross-state borders. They help lead the locally-based, regionally driven economic development planning process that leverages the involvement of the public, private and non-profit sectors to establish a strategic blueprint (i.e., an economic development roadmap) for regional collaboration.

The strategic blueprint, known as a Comprehensive Economic Development Strategy (CEDs), is a strategy-driven plan for regional economic development. A CEDs is the result of a “regionally-owned” planning process designed to guide the economic prosperity and resiliency of an area or region. It provides a coordinating mechanism for individuals, organizations, local governments, and private industry to engage in a meaningful conversation and debate about the economic direction of their region.

The National Association of Development Organizations (NADO) [elaborates](#) on the above: “EDDs encourage economic development planning and project implementation in distressed urban, suburban, and rural regions by opening the door for local communities to access grant and loan funding opportunities, administrative and technical assistance, data and technology resources, and other resources and support.”

It is often but not always the case that EDDs are incorporated into a Council of Governments as part of their overall mission. Arizona has three such EDDs that follow this pattern: CAG, NACOG and SEAGO. Notably, some EDDs exist as separate entities from COGs and some COGs, such as MAG, PAG and WACOG, do not include an EDD.

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs)

Our EDD is funded by a Partnership Planning Grant through EDA, and the primary deliverable for this grant is to maintain, update and from time to time re-write our Comprehensive Economic Development Strategy ([CEDs](#)). The current CEDs was re-worked in early 2021 and is in effect until 2025. The annual update will be completed by April 30th of this year. The CEDs contains a number of datasets intended to provide the private sector with valuable information about the regional economy as well as to support

funding applications for priority projects, which are developed by SEAGO's Economic Advisory Council. This group is comprised of regional stakeholders from the public and private sectors. The scope of work for the Partnership Planning Grant includes providing technical assistance in securing funding and implementation of priority projects chosen by our stakeholders. The next meeting of our CEDS committee, the Economic Advisory Council, is on February 28th at 10:00 a.m. At that time we will solicit feedback on the CEDS local project priority list (attached).

Below is a summary of recent activity in the SEAGO Economic Development District.

Broadband: Broadband infrastructure continues to be a priority for our region as a strategy to improve resiliency. The tools in this case are the strategic planning capacity and technical assistance SEAGO is able to provide to the region's stakeholders currently involved in broadband expansion and adoption, and the feasibility study conducted for three out of four of the region's counties.

Brownfield Assessment Grant: We are currently soliciting proposals for a consultant to implement this program.

Affordable Connectivity Program (ACP): It was recently announced that the ACP program has been de-funded. No further events will be scheduled.

Rural Energy for America Technical Assistance Grant (REAP TAG): We are currently soliciting proposals for a consultant to implement this program.

Willcox Theater and Arts: In January of 2022 SEAGO staff provided Willcox Theater and Arts, Inc. (WTA) with Environmental Review Record assistance to support their application for a \$1.7 million EDA Construction Grant. We are pleased to report WTA was awarded the grant, which when implemented will provide a major facilities upgrade to this important cultural institution in Willcox. SEAGO is under contract to provide construction procurement and Davis Bacon Monitoring assistance. WTA has acquired a construction manager to implement this grant, which we anticipate will begin this quarter.

Attachments: SEAGO CEDS Ranked Local Project List

Action Requested: Information Only Action Requested Below:

Regionally Ranked Local Project List

Through SEAGO’s CEDS regional ranking process and in alignment with current EDA investment priorities, SEAGO has identified Broadband Planning and Infrastructure Expansion as the leading project for the region. As part of an ongoing effort to revitalize and implement regional project planning, SEAGO intends on developing a specific broadband project based on the needs of the community.

	Project Name	Project Description	Costs	CEDS-Related Focus Area	Local Ranking	Regional Ranking
Bisbee, Cochise County	DEMA / FEMA	Old Bisbee Fire Suppression System		Focus Area 2	1	18
	WIFA	Old Bisbee Sewer Rebuild	\$30M	Focus Area 2	2	19
	Assistance to Firefighters	Grant Application for Fire Truck	\$1M	Focus Area 2	3	35
	Housing Initiative	Colonias Designation, Workforce, Affordable Housing, and CBDG		Focus Area 3	4	22
	San Pedro Recharge	Provide Water for Border Area Recharge	\$6M	Focus Area 4	5	15
Santa Cruz County	Broadband Expansion	County-wide Connectivity and Affordability		Focus Area 2	1	1
	Partnership with South 32	Local Mining Industry Development with Workforce / Education Implications		Focus Area 1	2	10
	DeConcini Port of Entry	Structural Improvements		Focus Area 2 & 4	3	8
	Regional Tourism Promotion	Support/Grow existing Wineries, Ecotourism Businesses, and Enhance bed tax revenue		Focus Area 1 & 3	4	20
	Digital Commerce	E-Commerce Technology Adoption and Expansion		Focus Area 3	5	13
	Improving Workforce Housing	New Construction and Rehabilitation Projects; attract new developers; Port Authority collaboration; includes Unincorporated areas of Patagonia		Focus Area 3	6	16
Duncan, Greenlee County	Expand Critical Infrastructure	Water, Sewer, and Broadband extended to inner and outer city limits; Connect infrastructure to commercial and residential areas	\$1.9M	Focus Area 2	1	12
	Road, Sidewalk, and Cycle Lane Infrastructure	Improve roads and sidewalks to new and existing commercial and housing areas; expand traffic signage and rehabilitate roads	\$1.3M	Focus Area 2	2	28
	Redevelopment of Business District	Retrofitting better lighting; Electric Car Battery Recharge Station; ADA Friendly Businesses; Rehabilitate Town-owned Structures in Commercial District	\$860K	Focus Area 1, 2 & 3	3	24
	Water Tank Storage	Update Water Tank Storage Capacity for businesses and home owners; current capacity does not meet fire protection service and is underserved in many parts of Duncan	\$789K	Focus Area 2	4	14
	Park Retrofitting, Updating, and Promoting	Retrofitting two parks with ADA-friendly bathrooms, Ramadas and picnic areas; repositioning the Mesa "360 view" as a recreation magnet for trail hikers and cyclists;	\$900K	Focus Area 2	5	42
	Study of Wastewater Treatment Plant	Study the existing and future capacity of the wastewater treatment plant.	\$300K	Focus Area 2	6	21

	Conversion of Stressed Agriculture Assets	Educate and support river-corridor landowners, whose livelihoods are threatened by water rights adjudication and litigation, in converting their properties to nature-tourism destinations; expand facilities and signage, online marketing and other outreach for the Duncan area's nature tourism assets	\$80K	Focus Area 1	7	11
Cochise County	Commercial Port of Entry Infrastructure Design	Design the water and wastewater infrastructure for the new commercial port of entry per the water and waste water study completed by the consultant Stantec	\$300K	Focus Area 2 & 4	1	5
	Commercial Port of Entry	New Commercial Port of Entry to relieve congestion and improve border security at the U.S. Mexico International Border	\$200M	Focus Area 2 & 4	2	2
Douglas, Cochise County	Expand Water & Sewer Infrastructure to Port of Entry	Design/Engineering/Construction for extending water and sewer infrastructure from City limits to approximately 4.5 miles west to the proposed commercial POE location.	\$21M	Focus Area 1 & 2	1	3
	Development of Road to New Commercial Port of Entry	Building out of 1 mile of connector road from Hwy 80 to where the New proposed Port of Entry will be constructed	\$7M	Focus Area 2	2	4
	Construction of New Road from Chino to POE	Building out a new less than half a mile road south of 3rd Street (creating 2nd Street) in what is currently vacant private and City owned land	\$1.5M	Focus Area 2	3	9
	City Water Systems Improvements	Drilling of a new well and the rehabilitation of 3 existing city wells	\$2.5M	Focus Area 2	4	7
	Chino Road Improvements	Foam or Grout Injection Treatment to lift the road and prevent settling	\$500K	Focus Area 2	5	27
Greenlee County	County Road Improvements	Rattle Snake Road -- Chip Seal	\$70K	Focus Area 2	1	40
	County Road Improvements	Skyline View Road -- Pavement Rehabilitation	\$70K	Focus Area 2	2	36
	Park Improvements	Ward Canyon Ball Park	\$30K	Focus Area 2	3	48
	County Fairgrounds Improvements	Install new Roping Chute and Bucking Stock Chutes. Arena Improvements	\$55K	Focus Area 2	4	50
	County Fairgrounds Improvements	Improvements to Horse Facility and RV Camping Area	\$50K	Focus Area 2	5	41
	County Fairgrounds Improvements	Fairgrounds park and camping irrigation	\$150K	Focus Area 2	6	31
	County Fairgrounds Improvements	Ballpark Improvements -- reengineer fields, backstops, dug outs, concession area, restrooms, seating/parking area, fix irrigation to have grass area	\$350K	Focus Area 2	7	43
	Walking Track Improvements	From Verde Lee to Loma Linda Park	\$60K	Focus Area 2	8	47
	County Fairgrounds Improvements	Fairgrounds Building -- Fairgrounds exhibit buildings flooring, heating/cooling, and lighting	\$200K	Focus Area 2	9	33
	County Road Improvements	Ward Canyon Road -- Remove and replace box culvert crossing/soap box bridge		Focus Area 2	10	37

Patagonia, Santa Cruz County	Visitor Center	Build a free standing visitor center with sufficient space to showcase local history, recreational opportunities, business opportunities, as well as offer a small meeting/events space and possible business incubator space	\$425K	Focus Area 1, 2 & 3	1	26
	Road and Sidewalk Beautification	Improve roads and add sidewalks with curbing	\$875K	Focus Area 2	2	32
	Signage Improvements	At entrances to Patagonia on SR82 showing establishments with directionals	\$120K	Focus Area 2	3	49
	Solar Station Development	1 or 2 Mega Watt Solar power station to supply alternate power to the Town	\$3M	Focus Area 2	4	29
	Electric Vehicle Charging Station Development	4 Charging Stations throughout Patagonia	\$18K	Focus Area 1, 2 & 3	5	34
Santa Cruz County - Provisional Community Illege Dist	Water Systems Improvements	Calle Sonora Bridge -- Improved access and enhanced safety to industrially zoned areas across Nogales wash and railroad lines	\$4.8M	Focus Area 2	1	6
	Water Systems Improvements	Water Quality Improvement -- County-wide Watershed Master Plan—Comprehensive Watershed Management	\$400K	Focus Area 2	2	25
	County Environmental Safety	Rio Rico Transfer Station—Facility to Extend Current Landfill Operations	\$2M	Focus Area 2	3	30
	County Road Improvements	Rio Rico Dr. & Pendelton Dr. Intersection Improvement—Capacity Improvement to a Major Intersection	\$400K	Focus Area 2	4	38
	Facility Maintenance Modernization	Facilities Maintenance Building Centralization—Centralize County Maintenance for Efficiency	\$400K	Focus Area 1 & 2	5	39
Sierra Vista, Cochise County	Municipal Airport Development	Implement Improvements to Municipal Airport based on Airport Diversification Study	\$7M	Focus Area 1, 2, & 3	1	23
	Veterans Memorial Sports Complex	Infrastructure upgrades would include additional parking, baseball and softball field upgrades, revitalization of the football field, outdoor track resurfacing, tennis court resurfacing, storage buildings, path, parking lot, and sports field lighting, bathrooms, walking and bike paths, splash pad, covered ramadas, upgraded well and irrigation system, outdoor exercise equipment, outdoor basketball courts, outdoor volleyball courts, and indoor gymnasium expansion and improvements	\$20M	Focus Area 1, 2, & 3	2	44
	Avenida Escuela Extension	Extend the roadway north, providing a second entrance/exit to the city's major sports complex with softball, baseball, and soccer fields which will support the large tournaments	\$2.5M	Focus Area 2	3	45
	Streetscape Redevelopment	Redevelop the Fry Boulevard and North Garden Avenue streetscape along the West End of the city next to Fort Huachuca	\$7.5M	Focus Area 2	4	46
	Industrial/Tech Park Development	Use land to develop an Industrial/Tech park that would leverage the available workforce and educational opportunities in Industries such as cyber, network operations, and virtual reality	\$6M	Focus Area 1, 2, & 3	5	17



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
THROUGH: KEITH DENNIS, EXECUTIVE DIRECTOR
FROM: CARRIE GIBBONS, AREA AGENCY ON AGING DEPUTY PROGRAM DIRECTOR
DATE: FEBRUARY 8, 2024
SUBJECT: AAA AREA PLAN UPDATES

Area Plan Update: The SFY24/28 Area Plan on Aging includes **Five Goals, 15 Objectives, and 44 Action steps**. The AAA will provide quarterly updates on a few accomplishments each program coordinator and AAA Admin is working towards achieving.

Health Promotion and Disease Prevention Program

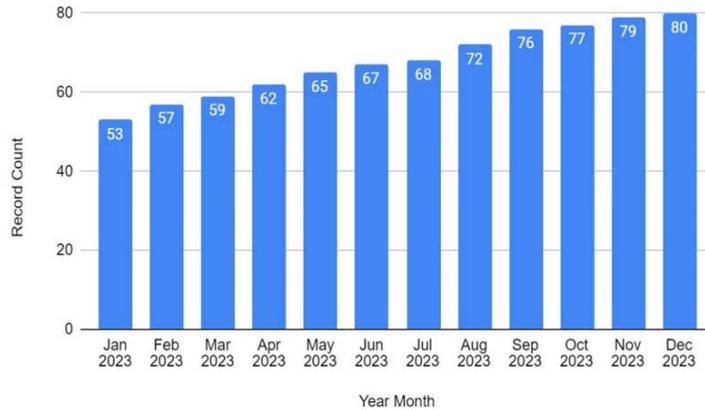
- **1.2.B, 1.2.C** HPR Coordinator has met with many current partners and is working on meeting other partners with AAA. The HPR Coordinator has three (3) new volunteers lined up and is currently in the process of getting them set up. This is an increase of 75% of current volunteers for this program.
- **2.1.C** HPR Coordinator currently has one A Matter of Balance class in progress, with two more in the near future, one Tai Chi for Arthritis class in progress, and plans for two more Tai Chi classes ongoing.
- The HPR Coordinator is in the process of acquiring the certifications required for the position.

Family Caregiver Support Program

- **1.1.C, 1.3.B** Trualta Total Enrollments: 80 Caregivers, 905 content views and 134 Trainings completed in November.
- FCSP Coordinator provides Trualta professional development to Case Management staff by facilitating Trualta trainings and Trualta Best Practice Q&A presentations. By utilizing Case Managers to identify, educate, and enroll family caregivers on Trualta, we optimize the success of the program and can expand the efficiency and capacity of the Family Caregiver Support Program.
- Trualta now offers an English or Spanish language toggle for the portal. SEAGO AAA Case Managers in predominantly Spanish-speaking communities are now able to offer caregiver skill-based education. This expands FCSP capacity to provide inclusive community outreach and awareness of caregiving skill-based learning.



Caregiver Count 2023



- **1.2.B** Senior Connect /Circle of Care Collaborating with our existing “Senior Connect” partners (Public and County libraries throughout our region) and a new partnership with AzCHOW, Community Health Workers, Douglas- FCSP launched “Circle of Care” Caregiver Support and Sharing in December. By linking virtual and two in-person support groups, FCSP hopes to meet the special needs of caregivers who are home-bound, or unable to attend in person meetings and to share AAA information and resources with all participating groups simultaneously.
- SOS (Serving Our Seniors). FCSP is part of a planning group of community partners in Sunsites/Pearce (CRISP) to provide monthly senior community education. A 2024 Launch Event of “Serving Our Seniors” was held on Jan 17, 2024 to offer awareness, education, and resources from all organizations that offer services in this primarily under-served community.
- **2.1.B** 2023 Volunteer Training and Appreciation Event Hosted by SEAGO AAA Program Coordinators to recognize our valued volunteers and provide annual training. FCSP Coordinator presented “What is FCSP and Caregiver Self-Care?” to the attendees.

State Health Insurance and Senior Medicare Patrol

- **2.1.A** The collaboration between current partnerships such as Central Intake has helped increase beneficiary contact of 2023 by 60% in October through December vs 2022.
- **2.1.B, 5.1.C** The number of SHIP/SMP volunteers has grown from three to five active volunteers.
- **1.1C, 3.1** A Media and current partnerships such as SEACUS, Chamber of Commerce have been utilized to promote SHIP/SMP services in the community.
- **2.1.C** SHIP/SMP goal is to increase awareness and education in our communities on ways to prevent future penalties. SHIP/SMP has utilized partners such as Newsletters, Constant Contact, Facebook and one-on-one counseling sessions. SMP educates awareness of fraud and scams by empowering Medicare beneficiaries to protect themselves from scammers by staying informed of the trends.
- **3.1.C** SHIP/SMP provides information to communities on the benefit to renew or apply for Medicare and Medicaid services, such as Extra Help and Savings Plans.
- **2.1.E, 3.3.A** SHIP/SMP and Long Term Care Ombudsman Coordinator continue to promote and deliver (SEAEAT) the Southeastern Arizona Elder Abuse Taskforce. SEAEAT continues the efforts to expand throughout Region VI by utilizing current partnerships and community outreach. The task force is moving forward with completing an application for US Aging conference in Tampa as speakers on Tampa on SEAEAT

outcomes.

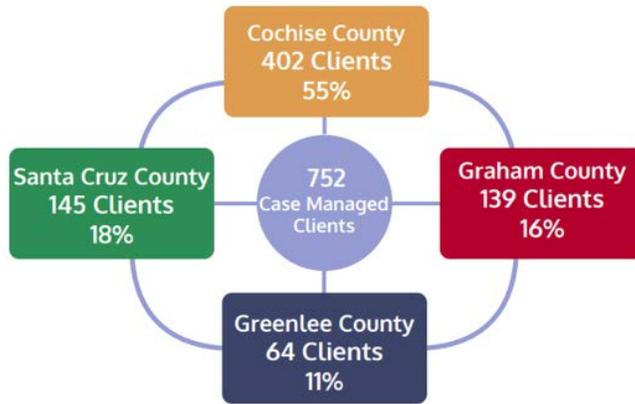
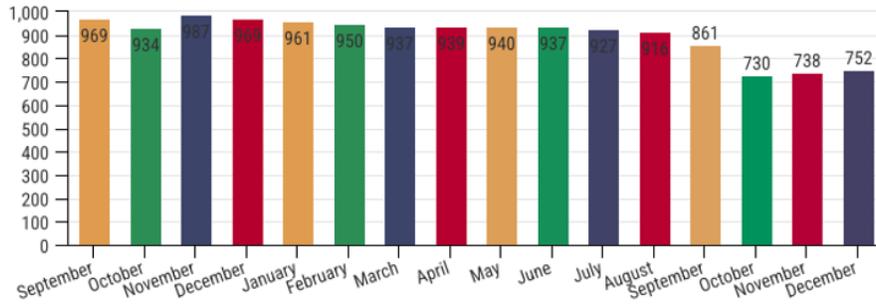
Long Term Care Ombudsman

- **3.3 A** The Long Term Care Ombudsman and Volunteers continue to see the skilled nursing facilities and assisted living facilities in Region VI. The Ombudsman Coordinator continues to recruit volunteers in Spanish-speaking areas.
- New Spanish speaking Volunteer starts January 23.
- The LTCO attends Toastmasters to strengthen her abilities as a public speaker, with a goal of presenting in the near future at the USAging conference if the opportunity presents itself.
- **3.3.B** Southeastern Arizona Elder Abuse Taskforce (SEAEAT)
- In the past, we worked to have a tri-fold made. As we made this tri-fold we realized that it could not hold the amount of information we would like. The SEAEAT partners decided to make a booklet to be able to hold the resources we would like the community to have, this task is work in progress.

Case Management and Central Intake

- **1.1.C, 4.1.B** CMG Program: CMC and FCSP have joined forces to create program instructions and a reporting process that simplifies the onboarding and reporting procedures for Trualta. This process will enhance case managers' ability to manage their tasks and offer superior assistance and services to their clients. Case Managers and Central Intake have been provided onboarding training for the Trualta platform and are now equipped to educate, offer, and onboard family caregivers.
- **1.2.A** The integration of case management in Cochise and Santa Cruz County has enabled us to expand resources, raise awareness, and better educate our communities on the Older Americans Act. It is important to teach and guide our case managers on the importance of a referral and approval of services. Constant education is in place at this time in order to assist our clients with services that empower them to care for themselves and continue to live independently in their own homes.
- Case Managers are receiving more comprehensive training from AAA Coordinators during monthly meetings. This training equips them with increased knowledge about the coordinator's program and highlights effective ways Case Managers and coordinators can collaborate to enhance outcomes.
- **2.1.A** The Central Intake unit screens and identifies gaps in service by referring clients to the appropriate programs and resources. Before central intake was established, this process was more convoluted and less adhered to by relevant entities.
- The expansion of AAA's central intake position to full-time has been successful. The two part-time intake specialists have been trained to provide callers with information on local, state, and federal resources. They are also well-versed in educating callers on volunteer opportunities and how to access additional resources such as the AAA App, webpage, and Facebook. We now have a referral turn around time of 24- 48 hours.
- **3.2.A** Case Managers continue to prioritize those with higher needs for Attendant Care and home-delivered meals based on a scoring method obtained from Central Intake. This means that individuals with higher demands will receive faster assistance to prolong their independence and well-being

Total Monthly Case Load



Action Requested:

Information Only

Action Requested Below:



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
THROUGH: KEITH DENNIS, EXECUTIVE DIRECTOR
CARRIE GIBBONS, AREA AGENCY ON AGING DEPUTY PROGRAM
FROM: DIRECTOR
DATE: FEBRUARY 8, 2024
SUBJECT: AAA PROGRAM UPDATES

Administration

After much effort, time invested, and recruitment, we have **NO** vacant positions at AAA. All Case Manager positions have now been filled with the return of previous Cochise County Case Manager **Shirley Thomas** on 12/18. Shirley will be handling the Bisbee/ Naco caseload. SEAGO AAA is happy to welcome our new Program Director **Ms. Celeste Vasquez**. She brings a new perspective to our team with her exemplary leadership skills. We are looking forward to what her leadership will bring to our region.

CMG-SFY24 Reduction Notice Update

In August, a letter was sent to our home and community-based clients, informing them of the utilization of the additional funds we were issued during COVID. SEAGO AAA **has exhausted all of these (AARP) additional funds**, and our case managers have been reevaluating client services and making reductions to authorized service hours and or closing services for those that no longer qualify since the expanded Pandemic parameters have ended.

- By prioritizing those in the greatest need, Case Managers completed this process at the end of November.
- Case Managers closed 106 clients who no longer qualified for AAA services or were eligible for other resources. This brought us from 461 clients enrolled in Attendant care to 355 clients currently enrolled.
- This also changes our Unit utilization from 4,521 (\$113,025) units to 2,507 (\$62,675) monthly.

The next steps are for us to take at our current available funding and work towards moving clients off the waitlist and into active services.

SB1720 Housing Funds

One of Our main goals at the SEAGO AAA is to help seniors stay in their homes as long and as safe as possible. SEAGO AAA has received funding (\$240,000) to assist people

aged 60+ and the disabled with Home repair, rental assistance, Mortgage assistance, utility assistance, move-in/out costs, and more. We have established MOUs with multiple community partners, including:

- **SEACUS** in partnership with St. Vincent DePaul of Graham and Greenlee County
 - Home repair/Adaptive aids
 - Rental, Mortgage, and Utility Assistance
- **Direct Center for Independent Living** serving all 4 counties in our region
 - Home repair/Adaptive aids
- **Step-Up Bisbee Naco** for home repair in the Bisbee/Naco area in Cochise County.
 - Home repair/Adaptive aids

With guidance and criteria set by DAAS, Seago AAA has written policies and procedures for the program, with our central intake team being the point of contact for these services and assisting with the eligibility screening process. Our next step is educating the community partners on the processes for reporting and billing.

Attachments: Celeste Vasquez Bio

Action Requested: Information Only Action Requested Below:

WELCOME TO THE TEAM



Celeste Vasquez
Program Director, Area Agency
on Aging

Email: CVASQUEZ@SEAGO.ORG
Office: 520-432-2528
Cell: 520-366-6424



My name is Maria Celeste Vasquez. I was born and raised in Douglas, Arizona. I was a graduating junior from Douglas High School for the class of 2000, attended Cochise College and Western Governors University where I was pursuing my Bachelors in Business Management. My goal is to return to school in the next year and complete that degree. I am a medical assistant by training and became a National Registered Certified Medical Assistant in 2018. I have been married for 25 years and have four daughters ages 26, 21, 12 and 10. I enjoy spending time outdoors with my family and our three dogs. I love to read, my favorite author is Patrick Lencioni.

I have been lucky enough to always work in a setting where I am able to give back to my community. I have over 22 years of clinical experience, 15 of those include senior leadership of a non-profit federally qualified health center, grant management and organizational development experience. I worked for Chiricahua Community Health Centers for nearly 20 years, most recently managing over 120 of the 300 employees.

I am very excited to come to SEAGO and continue to provide services to the community I dearly care for. I have cared for my grandparents, and my own mother now, and know the struggles our community faces. Being able to expand my knowledge to assist more than just Cochise County has been a long time goal, and being the Program Director for AAA will give me this opportunity.



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
THROUGH: KEITH DENNIS, EXECUTIVE DIRECTOR
FROM: CHRIS VERTREES, TRANSPORTATION PROGRAM ADMINISTRATOR
DATE: February 8, 2024
SUBJECT: TRANSPORTATION PROGRAM UPDATES

The following is a brief update regarding the Transportation and Transit planning projects that SEAGO is currently involved in:

SEAGO Road Pavement Assessment Project. The SEAGO Administrative Council and Executive Board approved this project in August for the amount of \$200,000 Federal (STBG). This project will utilize new artificial intelligence road assessment technologies that convert a cell phone into a data collection device that can conduct pavement assessments, pavement marking assessments, road condition inventories, as well as traffic sign inventories, and sign condition assessments for SEAGO member jurisdictions. SEAGO staff will perform the groundwork of driving local roadways and collecting roadway data. The data will be sent to a vendor that will analyze the data, establish a roadway inventory, and assign condition assessments to multiple segments of the roadway. The data will be made available to all of our jurisdictions through a licensed database. All public roads not on the State system will be evaluated (approximately 4,000 miles).

Update: *The SEAGO Data Portal is open and invitations were sent to all member agencies. If you would like access to the portal, please submit a request to John Merideth at jmerideth@seago.org. On October 5, 2023, SEAGO hosted the first North America RoadAI User Group meeting at the Cochise College Benson Center. The training was attended by 42 people from 31 agencies. We are expecting an update to the data portal very soon. Vaisala will be adding pavement treatment recommendations to our data portal. To date, SEAGO has completed over 60% of our local road network. The Vaisala contract is set to expire on April 1, 2024. At our January TAC meeting, the TAC voted to extend the contract an additional 12 months.*

RTAC Priority Project List: Last year, the SEAGO TAC developed a list of local projects for submission by RTAC to the State Legislature for consideration in the FY24 State Budget. The list was approved by the SEAGO Administrative Council and Executive Board in August 2023. On May 11, 2023, the Governor signed into law a \$17.8B state budget for State Fiscal Year 2024. Transportation infrastructure fared very well, receiving \$653.5M in one-time revenues. The SEAGO Region did very well securing over \$30 million in projects. In addition, SVMPO planning area secured almost \$10 million in projects. RTAC requested that Greater Arizona COGs/MPOs develop a project list for FY25 budget discussions.

Update: *In June, SEAGO issued a call for projects. The call closed on August 11, 2023. We received 7 applications. In September, the TAC completed an application review and application ranking process. SEAGO's Administrative Committee and Executive Committee reviewed and approved our FY25 RTAC Priority Project List at our October 5, 2023 meeting. This project has been assigned a Bill # (2412) and is expected to be heard by the House Transportation & Infrastructure Committee on January 31, 2024.*

Fixed Route Public Transit in Graham County: A public transit feasibility study is a requirement by ADOT to access FTA Section 5311 (Rural Public Transit) funding. In general, those studies are good for 5 years. In 2015, a Public Transit Feasibility Study was completed for Graham County. The study's useful life has expired and an update of the plan is required. A transit needs survey has been completed and data analyzed. SEAGO has used the survey data and current ridership data provided by the Easter Seals Blake Foundation (ESBF) Community Transportation Project to identify high-demand route-originating locations. Those locations have been heat-mapped through GIS. With that data, draft fixed-route options, maps, and schedules have been completed. During this phase of the study, the Easter Seals Blake Foundation expressed a desire to be a lead applicant for an FTA Section 5311 project. The TAC has been paused to allow ESBF the opportunity to have internal discussions involving their pursuit of an ADOT/FTA Section 5311 application.

Update: *The next window to apply for FTA Section 5311 funding will occur in January 2024. The study resumed in June. Both ESBF and the San Carlos Apache Tribe have committed to moving the project forward. SEAGO met the San Carlos transit program this month. A budget and updated route plan and schedule have been completed. SEAGO held a stakeholder meeting on November 29, 2023. The completed Study has been delivered to ADOT.*

Nogales Area Transit Feasibility Study: The Nogales/Rio Rico area is the largest remaining community in Arizona that does not have a Public Transit Program. To explore the demand for a transit system, SEAGO applied for a transit planning grant through ADOT last December.

Update: *On March 30, 2023, SEAGO received a \$95,000 award to conduct Phase 1 of the Study. If a strong need/demand for service is identified, we will apply for Phase 2 (Implementation Plan) in December. The goal is to have a plan in place by the January 2026 FTA Section 5311 application cycle. A public participation plan has been developed and SEAGO is recruiting for TAC members. Ridership data collection has begun with key transit stakeholders.*

SVMPO/SEAGO Joint Regional Highway Safety Plan: In 2016, SEAGO and SVMPO partnered on a Regional Safety Plan. The project resulted in over \$3 million in regional safety projects. The plan has exceeded its useful life as crash data in the plan is over 8 years old. SEAGO and SVMPO are once again partnering on a plan update. ADOT Traffic Safety Section has approved the project and ADOT/FHWA has authorized funding for the project. Kimley-Horn has been selected as the project consultant.

Update: *The project kick-off meeting was held on November 16, 2023. Stakeholder meetings will be held the week of February 5th in each county. If you have not received an invitation and would like to attend, please let me know by February 2, 2024.*

Action Requested:

Information Only

Action Requested Below