ADMINISTRATIVE COUNCIL PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

FROM: **CHRISTOPHER VERTREES, EXECUTIVE DIRECTOR**

DATE: **MAY 7, 2026**

SUBJECT: **ADMINISTRATIVE COUNCIL MEETING**

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

Thursday, May 7, 2026, at 9:00 a.m.
Virtual - Microsoft Teams
SEAGO Admin Council Meeting Link
Meeting ID: 255 881 166 443 53
Passcode: w6i4oi2Z

This meeting will be a virtual meeting only. 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 cdvertrees@seago.org .

ADMINISTRATIVE COUNCIL AGENDA

9:00 A.M., THURSDAY, MAY 7, 2026
VIRTUAL ONLY – MICROSOFT TEAMS

I.	**CALL TO ORDER/PLEDGE OF ALLEGIANCE / INTRODUCTIONS**	Chair	
II.	**MEMBER ENTITIES' DISCUSSION** (Common Critical Issues)	Chair	
III.	**CALL TO THE PUBLIC**	Chair	
IV.	**ACTION ITEMS**		Page No.
1.	Consent Agenda a. Approval of February 5, 2026 Meeting Minutes	Chair	1
2.	Election of Officers	Chris Vertrees	6
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4.	FY27 Sustainability of Fund Balance	Chris Vertrees	12
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8.	Discussion and possible action to recommend approval of the proposed representatives for appointment to fill Advisory Council on Aging vacancies	Carrie Vaughn	27
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A.	Future Meeting Dates	Chris Vertrees	30
B.	Quarterly Finance Report	Dina Curtiss	31
C.	IT Updates	John Merideth	33
D.	AAA Programs and Area Plan Updates	Carrie Vaughn	41

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G.	CDBG Updates	William Osborne	51
H.	SEAGO Economic Development District Report	Chris Vertrees	53
I.	Transportation Program Updates	Chris Vertrees	54
VI.	**STAFF ANNOUNCEMENTS / CURRENT EVENTS**	Chair	N/A
VII.	**ADJOURNMENT**	Chair	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 AM, THURSDAY, FEBRUARY 5, 2026
TEAMS ONLINE MEETING

OFFICERS PRESENT: Derek Rapier, Vice-Chair, Greenlee County
Jesus Valdez, Secretary, Santa Cruz County
Heath Brown, Treasurer, Thatcher

MEMBERS PRESENT: Vernon Batty, Pima
Eric Bejerano, Safford
Cindy Blackmore, Clifton
Christine McLachlan, Cochise County
Jeff Pregler, Sierra Vista
Ron Robinson, Patagonia
Jennifer Smith, Douglas
Greg Volker, Benson
Dustin Welker, Graham County

STAFF PRESENT: Chris Vertrees, Executive Director/Transport Prog Manager
John Merideth, IT Manager
Celeste Vasquez, AAA Program Director
Seana Riffle, AAA Caregiver
Heather Glenn, Administrative Assistant

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE / INTRODUCTIONS

A quorum was confirmed, Chair Brown called the meeting to order at 9:02 a.m. and asked members to introduce themselves.

II. MEMBER ENTITIES' DISCUSSION

Heath Brown, Thatcher, reported on public works initiatives in Thatcher, including the groundbreaking for a new Culver's and challenges with ADOT permitting. **Greg Volker**, Benson, highlighted the approval of Alumin Dynamics' air quality permit and the successful grand opening of Lyons Park, which is set to expand with additional grants. **Cindy Blackmore**, Clifton. provided updates on the Chase Creek Bridge replacement and senior center improvements, focusing on tourism development. **Jennifer Schmidt**, Douglas, discussed progress on the commercial port of entry and upcoming community events, while **Derek Rapier**, Greenlee County, mentioned renovations at the fairgrounds and preliminary discussions on jail management services. **Vernon Batty**, Pima, will apply for a grant for construction funding for the main street design process in Pima. **Jeff Pregler**, Sierra Vista,

will distribute the draft general plan to all applicable government organizations after its completion on February 13th. **Christine McLaughlin,** Cochise County, will prepare for a public hearing on the comp plan with the Planning and Zoning Commission on February 11th.

III. CALL TO THE PUBLIC

No one from the public was present.

IV. ACTION ITEMS

1. Consent Agenda

a. Approval of November 6, 2025, Meeting Minutes

MOTION: **Derek Rapier**
SECOND: **Ron Robinson**
ACTION: **Unanimous**

2. Discussion and possible action to recommend approval of the proposed representatives for appointment to fill Advisory Council on Aging vacancies

Celeste Vasquez provided an overview of the current vacancies on the ACOA Board and interested individuals to fill them.

Chair Brown called for a motion to recommend approval of Mr. Gary Clark for appointment to the vacant City of Douglas seat and Ms. Susan Lange for reappointment to a second term as the City of Patagonia representative on the Advisory Council on Aging, and to forward these recommendations to the SEAGO Executive Board.

MOTION: **Jesus Valdez**
SECOND: **Derek Rapier**
ACTION: **Unanimous**

3. Discussion and possible action to recommend approval of renewing our Road Pavement Assessment Project

Chris Vertrees provided an overview of the history of the road pavement assessment project with a recommendation from the TAC to maintain portal access for another year. He shared that the contract is set to expire on March 31, 2026 and outlined the 4 possible options that were presented to the TAC. At the November TAC meeting, there was a consensus to maintain portal access, but also to pause collection for at least 1 year. After reviewing the

cost estimate, the TAC voted unanimously to approval the renewal and the accompanying TIP Amendment #5. If approved, the project extension will be added to the TIP in the following manner:

Federal: $39,851
Local: $2,409
Total: $42,260

Greg Volker made a motion to recommend approval to the SEAGO Executive Board to renew the Road Pavement Assessment Project and the accompanying SEAGO 2026-2030 TIP Amendment #5.

MOTION: **Greg Volker**
SECOND: **Derek Rapier**
ACTION: **Unanimous**

4. Discussion and possible action to recommend approval of SEAGO Resolution 2026-01 (EDA Planning Grant)

Chris Vertrees provided background on the Economic Development Administration (EDA) Partnership Planning Assistance Grant project to continue SEAGO's ability to administer the Economic Development District (EDD) program. The resolution is for a three-year period.

Derek Rapier made a motion to recommend approval to the Executive Board of Resolution 2026-01 for an EDA Partnership Planning Assistance Grant in the amount of $225,000 and matching funds of up to $106, 071 funded through annual assessments paid by SEAGO member entities.

MOTION: **Derek Rapier**
SECOND: **Jesus Valdez**
ACTION: **Unanimous**

5. Discussion and possible action to recommend approval of Brent Morris as Graham County PSR

Chris shared the qualifications Mr. Brent Morris would bring to the Executive Board as a Public Sector Representative for Graham County, stating he is very capable of filling the vacancy.

Cindy Blackmore made a motion to recommend the appointment of Mr. Brent Morris to serve a two-year term as the Graham County Private Sector Representative on the Executive Board.

MOTION: **Cindy Blackmore**
SECOND: **Ron Robinson**
ACTION: **Unanimous**

V. INFORMATION ITEMS

A. Future Meeting Dates

Chris Vertrees announced the next meeting is scheduled for May 7, 2026.

B. Quarterly Finance Report

Dina Curtiss gave an update on the quarterly finance report and answered questions.

C. IT Updates

John Merideth an update on IT and answered questions.

D. Community Development Report

William Osborn gave an update on community development and answered questions.

E. CDBG Updates

William Osborn gave an update on community development block grant projects and answered questions.

F. SEAGO Economic Development District Report

Chris Vertrees gave an update on economic development and answered questions.

G. AAA Area Plan on Aging and AAA Program Updates

Celeste Vasquez gave an update on AAA programs and legislation and answered questions.

H. SEAGO Policy Principles Update

Chris Vertrees provided some background on the annual SEAGO Policy Principles, presenting the latest brochure available for distribution throughout the SEAGO region.

I. Employee Recognition Program

Chris Vertrees announced that Objective 3 of the SEAGO FY 2024-2028 Strategic Plan identified the development of an employee recognition program as a goal. As part of that

goal, SEAGO initiated a longevity-based program that will recognize years of service. He identified and thanked those staff members who were recognized in 2025.

J. Transportation Program Updates

Chris Vertrees gave an update on Transportation and answered questions.

VI. RTAC REPORT

Chris Vertrees advised that Kevin Adam was leaving RTAC in March for another position elsewhere.

VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS

None.

VIII.FUTURE AGENDA ITEMS

Chris Vertrees announced that May will be busy and that elections for the Administrative Council will be held.

IX. ADJOURNMENT

Chair Brown adjourned the meeting at 10:03 a.m.

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

FROM: **CHRISTOPHER VERTREES, EXECUTIVE DIRECTOR**

DATE: **MAY 7, 2026**

SUBJECT: **ELECTION OF OFFICERS**

SEAGO's Bylaws provide for the election of one Administrative Council officer to represent each County in the region, with a rotation schedule to allow each County representative the opportunity to serve as Chair every four years. Per the Bylaws:

- There will be four officers elected – a Chair; a Vice-Chair; a Secretary; and a Treasurer. For the most part, the officer positions ensure there is someone available to chair the Administrative Council meetings. These officers also comprise the Administrative Committee who (as needed) are authorized to make recommendations on time sensitive, program related business in between regular meetings.
- The Chair position rotates between counties. In FY 2026, the rotation raised the Cochise County officer to the Chair position, the Greenlee County officer to Vice-Chair, the Santa Cruz officer to Secretary and the Graham County officer to Treasurer.

In the election of your FY 2026 officers, the individuals elected last year can be retained to represent their respective counties, an entirely new group of officers may be elected, or a combination of new officers and existing officers may be elected to represent the four counties.

Our current officers are:

Chair: Cochise County (Vacant)
Vice-Chair: Greenlee County (Derek Rapier, Administrator, Greenlee County)
Secretary: Santa Cruz County (Jesus Valdez, Administrator Santa Cruz County)
Treasurer: Graham County (Heath Brown, Town Manager, Thatcher)

The current officers have agreed to continue if confirmed by the Administrative Council, with one exception. Chair Stephen Pauken has left the City of Bisbee. ***Greg Volker (Benson City Manager) has graciously volunteered to assume the Cochise County officer position vacated by Mr. Pauken***. It should be noted that these stated commitments do not preclude other nominations for the Cochise, Graham, Greenlee and Santa Cruz County officers. ***In addition, Mr. Volker has indicated a willingness to serve as the Chair.***

Our Bylaws provide the Administrative Council with options if the First Vice Chair prefers not to be elevated to the Chair position.

Option 1 allows the rotation to be paused for the next year. However, each County must be represented. I reached out to our current slate of officers, and they have all indicated a willingness to pause the rotation this year. If option 1 is selected, our officers for the next year would be as follows:

Chair: Cochise County (Greg Volker)
Vice-Chair: Greenlee County (Derek Rapier, Administrator, Greenlee County)
Secretary: Santa Cruz County (Jesus Valdez, Administrator Santa Cruz County)
Treasurer: Graham County (Heath Brown, Town Manager, Thatcher)

Option 2 allows the next lower officer in the rotation to be elevated to Chair.

Attachments: None.

Action Requested:

A motion to elect a slate of officers of the Administrative Council for Fiscal Year 2026.

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL

FROM: CHRISTOPHER VERTREES, EXECUTIVE DIRECTOR

DATE: MAY 7, 2026

SUBJECT: FISCAL YEAR 2027 ASSESSMENTS

The proposed Assessment Schedule for Fiscal Year 2027 is attached for your review. SEAGO adjusts population totals following the mid-decade population estimates. The following table reflects the results of adjusting the due schedule to reflect the 2025 population estimates (see Column B):

Agency	2020 Population	2025 Population	FY2022 Dues	FY2027 Dues	Difference	
Benson	5,355	5,589	$1,457	$1,521	+	$64.00
Bisbee	4,923	4,954	$1,546	$1,556	+	$10.00
Douglas	16,534	$16,347	$3,720	$3,678	-	$42.00
Huachuca City	1,626	1,616	$650	$646	-	$4.00
Sierra Vista	45,308	45,838	$3,398	$3,438	+	$40.00
Tombstone	1,308	1,408	$916	$986	+	$70.00
Willcox	3,213	3,255	$1,009	$1,022	+	$13.00
Cochise County	47,180	50,035	$3,539	$3,753	+	$214.00
Pima	2,847	3,196	$894	$1004	+	$110.00
Safford	10,129	10,329	$2,532	$2,582	+	$50.00
Thatcher	5,231	5,700	$1,424	$1,551	+	$127.00
SCAT	4,720	4,720	$1,482	$1,482	=	$0.00
Graham County	15,606	21,052	$3,511	$4,737	+	$1,226.00
Clifton	3,933	3,901	$1,235	$1,225	-	$10.00
Duncan	694	701	$486	$491	+	$5.00
Greenlee County	4,936	5,085	$1,550	$1,597	+	$47.00
Nogales	19,770	19,994	$4,448	$4,499	+	$51.00
Patagonia	804	796	$563	$557	-	$6.00
Santa Cruz County	27,095	30,534	$4,742	$5,343	+	$601.00

There are no changes to the EDA planning assessment (see Column c). This assessment enables SEAGO to raise and commit matching funds required for our EDA planning grant. If EDA notifies us of an increase in our match requirement, we may need to choose whether to cover the increase with a one-time use of fund balance or update the member entity assessments accordingly.

For FY27, The RTAC Board adjusted their assessment from 11.3 cents per capita to 13.3

cents per capita. This represents an increase of $2,373 over last year's assessment. This was the first change since FY2022. It should be noted that the SEAGO transportation program covers 60% of the assessment with member agencies responsible for 40% (see Column d).

There are no program changes impacting the total FY 2026 assessment (shown in Column e). Our Strategic Plan adopted in August 2023 does call for exploration of potential expanded services such as a regional grants coordinator, grant search engine subscriptions, or reviving SEAGO's Housing Program to address the shortage of affordable housing choices across the region. Some of these objectives identify "developing equitable member entity assessments" to pay for these enhanced services. However, staff are not proposing changes to the assessment schedule for the upcoming fiscal year. Should staff propose changes for FY 2028, and if approved by our Executive Board, additional columns would be added to the assessment schedule as appropriate.

I'll do my best to answer any questions you may have at our meeting.

Attachments: FY 2027 Assessment Schedule.

Action Requested: ☐ Information Only ☒ Action Requested Below:

A motion to recommend approval of the Fiscal Year 2027 Assessment Schedule to the Executive Board.

SouthEastern Arizona Governments Organization
Draft Dues and Assessment Schedule
Fiscal Year 2027

SEAGO Member	2025 Population Estimates (a)	SEAGO Member Dues (b)	ED Planning Assessment (c)	RTAC Assessment (d)	Total FY2027 Estimated Assessment (e)	Members' Percent of Total FY2027 Assessment (f)	Total FY2026 SEAGO Assessment (g)	Total FY2010 SEAGO Assessment (h)
Benson	5,589	$1,521	$1,179	$297	$2,997	3.40%	$2,807	$2,055
Bisbee	4,954	$1,556	$1,045	$264	$2,864	3.24%	$2,787	$2,305
Douglas	16,347	$3,678	$3,448	$870	$7,996	9.06%	$7,888	$7,078
Huachuca City	1,616	$646	$341	$0	$987	1.12%	$993	$747
Sierra Vista	45,838	$3,438	$2,051	$0	$5,489	6.22%	$5,426	$17,798
Tombstone	1,408	$986	$297	$75	$1,357	1.54%	$1,245	$579
Willcox	3,255	$1,022	$687	$173	$1,882	2.13%	$1,819	$1,529
Cochise County*	50,035	$3,753	$8,156	$1,255	$13,163	14.91%	$12,202	$21,406
Pima	3,196	$1,004	$674	$170	$1,848	2.09%	$1,612	$954
Safford	10,329	$2,582	$2,179	$550	$5,310	6.02%	$5,085	$3,859
Thatcher	5,700	$1,551	$1,202	$303	$3,057	3.46%	$2,742	$1,992
San Carlos Apache Tribe	4,720	$1,482	$996	$251	$2,729	3.09%	$2,672	$2,365
Graham County*	21,052	$4,737	$4,440	$1,120	$10,297	11.67%	$7,445	$5,882
Clifton	3,901	$1,225	$823	$208	$2,255	2.56%	$2,226	$1,281
Duncan	701	$491	$148	$37	$676	0.77%	$661	$290
Greenlee County*	5,085	$1,597	$503	$271	$2,371	2.69%	$2,242	$1,836
Nogales	19,994	$4,499	$3,247	$1,064	$8,809	9.98%	$8,471	$8,486
Patagonia	796	$557	$168	$42	$767	0.87%	$765	$370
Santa Cruz County*	30,534	$5,343	$6,441	$1,624	$13,408	15.19%	$11,571	$10,275
SEAGO Region Totals	**235,050**	**$41,667**	**$38,024**	**$8,573**	**$88,263**	**100.00%**	**$80,659**	**$91,089**

***Unincorporated area only**

Notes to Assessments:

(a) Calculations are based on the 2025 Mid-Decade Population Estimates for each member entity.

(b) In this column, SEAGO Member Dues are based on population blocks with the larger entities paying less per capita, and the smaller entities who generally need more services paying more per capita. **No change from FY2025.**

(c) The assessment provides matching funds for the EDA planning grant and related economic development activities. Calculations are based on a per capita rate, with entities who have economic development staff paying less per capita and the remaining entities paying more. **EDA Planning Grant matching funds were approved at our February EB mmeting. No change from FY 2025**

(d) RTAC assessment is based on the non-urbanized population of the region and the new rate of 13.3 cents per capita (increased from 11.3 CPC) as approved by the RTAC Board. **Represents an increase of $2,373 over FY 2022 through FY26.**

(e) The total for this column will depend on any final adjustments to the calculations of individual program assessment columns and decisions to use fund balance rather than assessments to cover anticipated expenses. **However, no changes are anticipated for FY 2027.**

(f) This column displays the percentage of the total FY 2027 assessment each member's assessment represents.

(g) Information is provided to compare total FY207 to the total FY2026 assessment.

(h) Information is provided so comparisons can be drawn between total FY2027 assessment and total FY2010 assessment.

JULY 1, 2025 POPULATION ESTIMATES
FOR ARIZONA'S COUNTIES, INCORPORATED PLACES AND UNINCORPORATED BALANCE OF COUNTIES

	ESTIMATE
APACHE COUNTY	65,998
Eagar	4,584
Saint Johns	3,395
Springerville	1,711
Unincorporated	56,308
COCHISE COUNTY	129,042
Benson	5,589
Bisbee	4,954
Douglas	16,347
Huachuca City	1,616
Sierra Vista	45,838
Tombstone	1,408
Willcox	3,255
Unincorporated	50,035
COCONINO COUNTY	149,453
Flagstaff	79,796
Fredonia	1,328
Page	7,404
Sedona *	2,572
Tusayan	594
Williams	3,608
Unincorporated	54,151
GILA COUNTY	53,908
Globe	7,212
Hayden *	505
Miami	1,517
Payson	16,723
Star Valley	2,545
Winkelman *	290
Unincorporated	25,116
GRAHAM COUNTY	40,277
Pima	3,196
Safford	10,329
Thatcher	5,700
Unincorporated	21,052
GREENLEE COUNTY	9,687
Clifton	3,901
Duncan	701
Unincorporated	5,085
LA PAZ COUNTY	17,273
Parker	3,508
Quartzsite	2,468
Unincorporated	11,297

	ESTIMATE
MARICOPA COUNTY	4,787,790
Apache Junction *	405
Avondale	100,686
Buckeye	119,317
Carefree	3,752
Cave Creek	5,324
Chandler	288,299
El Mirage	37,017
Fountain Hills	24,483
Gila Bend	1,898
Gilbert	294,689
Glendale	265,599
Goodyear	122,569
Guadalupe	5,327
Litchfield Park	7,018
Mesa	529,391
Paradise Valley	12,774
Peoria *	206,063
Phoenix	1,709,489
Queen Creek *	71,693
Scottsdale	251,000
Surprise	172,943
Tempe	196,001
Tolleson	8,689
Wickenburg *	6,932
Youngtown	7,233
Unincorporated	339,199
MOHAVE COUNTY	231,078
Bullhead City	44,277
Colorado City	3,512
Kingman	36,080
Lake Havasu City	59,752
Unincorporated	87,457
NAVAJO COUNTY	111,365
Holbrook	4,935
Pinetop-Lakeside	4,189
Show Low	12,647
Snowflake	7,014
Taylor	4,468
Winslow	8,568
Unincorporated	69,544

	ESTIMATE
PIMA COUNTY	1,093,761
Marana *	66,736
Oro Valley	48,967
Sahuarita	38,421
South Tucson	4,535
Tucson	557,901
Unincorporated	377,201
PINAL COUNTY	502,071
Apache Junction *	44,529
Casa Grande	69,405
Coolidge	20,027
Eloy	19,531
Florence	25,065
Hayden *	0
Kearny	1,756
Mammoth	1,078
Marana *	0
Maricopa	78,194
Queen Creek *	16,357
Superior	2,470
Winkelman *	0
Unincorporated	223,659
SANTA CRUZ COUNTY	51,324
Nogales	19,994
Patagonia	796
Unincorporated	30,534
YAVAPAI COUNTY	253,595
Camp Verde	12,465
Chino Valley	13,890
Clarkdale	4,941
Cottonwood	12,796
Dewey-Humboldt	4,613
Jerome	454
Peoria *	0
Prescott	48,403
Prescott Valley	52,682
Sedona *	7,163
Wickenburg *	1715
Unincorporated	94,473
YUMA COUNTY	222,125
San Luis	41,409
Somerton	14,793
Wellton	2,653
Yuma	104,263
Unincorporated	59,007
ARIZONA	**7,718,747**

***POPULATION FOR PLACES IN TWO COUNTIES**

Apache Junction	Pinal & Maricopa	44,934
Hayden	Gila & Pinal	505
Marana	Pima & Pinal	66,736
Peoria	Maricopa & Yavapai	206,063
Queen Creek	Pinal & Maricopa	88,050
Sedona	Coconino & Yavapai	9,735
Wickenburg	Maricopa & Yavapai	8,647
Winkelman	Gila & Pinal	290

Arizona Office of Economic Opportunity (602) 771-2222 or (602) 771-1236

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

FROM: **CHRISTOPHER VERTREES, EXECUTIVE DIRECTOR**

DATE: **MAY 7, 2026**

SUBJECT: **SUSTAINABILITY OF SEAGO'S FUND BALANCE**

The purpose of this memorandum is to enable the Administrative Council and Executive Board to better understand the uses of fund balance (if any) in prior years, the amount of fund balance currently available, and to provide a projection of how long uses of fund balance may be sustained. This information is intended to guide decisions as to how much of the fund balance should be used in balancing the annual budget if or when such use is requested. The table below provides an overview of the increases (or uses) of fund balance over the last fifteen fiscal years:

End of Year Fund Balances [1]			
Fiscal Year Ending	**Beginning Balance**	**Ending Balance**	**Fund Balance Surplus or (Use)**
6/30/2010	$ 1,921,455	$ 1,877,819	($ 43,636)
6/30/2011 (Restated [2])	$ 1,451,014	$ 1,297,124	($ 153,890 [3])
6/30/2012	$ 1,297,124	$ 1,298,000	$ 876
6/30/2013	$ 1,298,000	$ 1,136,413	($ 161,587 [4])
6/30/2014	$ 1,136,413	$ 1,319,039	$ 182,626
6/30/2015	$ 1,319,039	$ 1,382,732	$ 63,693
6/30/2016	$ 1,382,732	$ 1,414,782	$ 32,050
6/30/2017	$ 1,414,782	$ 1,636,984	$ 222,202 [5]
6/30/2018	$ 1,636,984	$ 1,548,482	($ 88,502 [6])
6/30/2019	$ 1,548,482	$ 1,589,976	$ 41,494
6/30/2020	$ 1,589,976	$ 1,858,937	$ 268,961
6/30/2021 (Restated [7])	$ 2,065,716	$ 2,121,522	$ 55,806
6/30/2022	$ 2,121,522	$ 2,122,490	$ 968
6/30/2023	$ 2,122,490	$ 2,273,516	$ 151,026
6/30/2024	$2,273,516	$ 2,416,323	$142,807
6/30/2025	$2,416,323	$2,417,219	$896

The fund balance policy established by the Executive Board on February 27, 2015, sets the minimum unrestricted fund balance in the General Fund at 50% of the prior fiscal year's total operating expenditures. In FY 2025, operating expenditures were **$2,545,774.** Fifty percent of FY 2025's operating expenditures is **$1,272,887.** Fund balance ($2,417,219) less 50% operating

[1] All figures are from audited financial statements for said years.

[2] In FY 11, the Arizona Department of Housing eliminated SEAGO from the Save My Home Program and recovered $426,804 on deposit with SEAGO so that this funding could be used for foreclosure prevention assistance in the State's urbanized counties.

[3] Approximately $152,000 of this amount was from the purchase of the SEAGO Highway 92 office building and associated property.

[4] Due to expenditures for improvements to the SEAGO office building plus amounts approved for program use in the FY 13 budget.

[5] FY 18 Legacy Foundation grant funds were received in May 2017 and posted as FY 17 revenues instead of deferred revenue for work to be performed in FY 18. Actual FY 17 fund balance surplus would have been $22,202.

[6] Had the Legacy Foundation funds received in FY 17 been posted as deferred revenue for use in FY 18, there would have been a fund balance surplus of approximately $111,498 (see footnote 5 above).

[7] Pursuant to Note 11 to the FY 2021 audited financial statements: "Beginning fund balance and net position, respectively, was increased by 206,779 to properly account for the understatement of accounts receivable in prior periods."

expenditures ($1,272,887) conceptually makes **$1,144,332** available for use in future budget years before the minimum level of fund balance will be reached.

The table below provides an overview of how long it would take to reduce the existing fund balance of $2,417,219 to $1,272,887 (the current minimum required) under several different deficit spending scenarios:

Impact of Fund Balance Use	
Annual Use of Fund Balance	**Number of Years**
$ 5,000 per year	255
$ 10,000 per year	127
$ 15,000 per year	85
$ 20,000 per year	64
$ 25,000 per year	51
$ 30,000 per year	42
$ 35,000 per year	36
$ 40,000 per year	32
$ 45,000 per year	28
$ 50,000 per year	25

As shown in the table above, SEAGO would be able to operate for a considerable period of time with moderate use of fund balance and still maintain an operating reserve of $1,272,887. However, because almost all SEAGO's programs operate on a cost reimbursement basis, limited unrestricted revenue is generated each year that can be used to cover any program deficits that may occur. As a Council of Governments, SEAGO has no taxation authority. Apart from the annual assessment charged to our member entities, CDBG project administration fees, and a few limited programs within the AAA, SEAGO has no predictable source of unrestricted revenue. Therefore, at this time, there is no use of fund balance that could be considered 'sustainable' in the purest sense of the term.

As a result, SEAGO intends to adhere to the following guidelines to sustain the existing fund balance for as long as possible:

1) Track the use of fund balance annually to monitor the level of fund balance available for future years.
2) Present annual budgets that minimize the use of fund balance to the extent practicable.
3) Clearly identify any proposed use of fund balance in the annual budget approval process so that the Administrative Council and Executive Board have the option to control the amount of fund balance used.
4) Operate programs within their approved budgets and evaluate accordingly.
5) Continue seeking new grants and funding sources, and/or developing new programs and services that generate revenue to replenish any fund balance used.
6) Expense depreciation of buildings and improvements to the benefiting programs and use those funds to replenish fund balance that was used to purchase and improve these assets.

Attachments**:** None

Action Requested: ☒ Information Only ☐ Action Requested Below:

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

THROUGH: **CHRIS VERTREES, EXECUTIVE DIRECTOR**

FROM: **DINA CURTISS, FINANCE MANAGER**

DATE: **MAY 7, 2026**

SUBJECT: **FISCAL YEAR 2027 BUDGET**

The SEAGO Fiscal Year 2027 Budget is attached for your review and consideration. The assumptions used in developing the FY 2027 budget are as follows:

- SEAGO member dues have been adjusted to reflect the mid-decade population estimates released in December.
- RTAC assessments have been adjusted from 11.3 cents per capita to 13.3 cents per capita as approved by the RTAC Board at their February meeting.
- Congress will continue funding current programs at or above current levels.
- A $150,000 contingency line-item from the fund balance has been included in this year's budget for unanticipated expenses or events that may come up in FY 2027. The Administrative and Executive Committees will be informed of the need to use contingency funds as far in advance as possible.

The proposed FY 2027 budget worksheet provides a detailed overview of each program's budget. Program Managers have participated in the development of their program budget(s), and successful budget implementation will depend on diligent monitoring of revenue and expenditures by each Program Manager.

I will be happy to answer any questions you may have regarding the proposed budget at our meeting.

Attachments: Proposed SEAGO FY 2027 Budget

Action Requested: ☐ Information Only ☒ Action Requested Below:

A motion to recommend approval of the Fiscal Year 2027 Budget to the Executive Board.

SEAGO FY27 Budget Worksheet	GF	CA	AR	CDBG	ED	AAA	SPR	RMM	RMM TRNG	5311	RPAP Phase 2	WIFA	Brownfield	TOTAL
Revenue														
AAA Revenue	$ -	$ -	$ -	$ -	$ -	$ 1,337,500	$ -	$ -	$ -	$ -	$ -		$ -	**$ 1,337,500**
Federal Funds	-	-	-	-	-		-	-	-	-				**-**
Federal Grant	-	-	-	-	75,000		-	-	-	-	39,857		75,000	**189,857**
Federal thru State Funds	-	-	-	26,401	-		125,000	135,000	90,000	20,000		75,000	-	**471,401**
Assessment Funds	-	-	88,263	-	-		-	-	-	-			-	**88,263**
Interest	-	-	-	-	-		-	-	-	-			-	**-**
Local Funds	-	-	-	188,580	-		-	-	-	-	9,200		-	**197,780**
In Kind Revenue	-	-	-	-	-	95,000	25,000	27,000	18,000	-	2,409		-	**167,409**
Unrealized Gain/Loss on Inv	-	-	-	-	-	-	-	-	-	-			-	**-**
Assessment Transfer	-	-	(35,357)	-	35,357		-	-	-	-			-	**-**
Transfer to/from fund balance	150,000	-	-	-	-		-	-	-	-			-	**150,000**
Total Revenue	**$ 150,000**	**$ -**	**$ 52,906**	**$ 214,981**	**$ 110,357**	**$ 1,432,500**	**$ 150,000**	**$ 162,000**	**$ 108,000**	**$ 20,000**	**$ 51,466**	**$ 75,000**	**$ 75,000**	**$ 2,602,210**
Expenses														
Salary/Wages	$ -	$ 139,396	$ 6,755	$ 100,904	$ 69,111	$ 681,858	$ 65,447	$ 76,993	$ 46,194	$ 10,441	$ 2,122	$ 42,588	$ 24,932	**$ 1,266,740**
ERE	-	49,158	2,486	38,517	15,682	271,868	21,361	26,517	16,445	2,873	842	10,442	5,108	**461,299**
Total Labor Expenses	**$ -**	**$ 188,554**	**$ 9,240**	**$ 139,420**	**$ 84,793**	**$ 953,726**	**$ 86,809**	**$ 103,509**	**$ 62,639**	**$ 13,313**	**$ 2,964**	**$ 53,030**	**$ 30,040**	**$ 1,728,039**
Operating Expenditures														
Audit	$ -	19,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				**$ 19,000**
Contract Services	-	-		-	-	-	-	-	-	-	-		-	**-**
Outside Services	-	20,000	23,134	24,121	6,396	29,405	-	468	3,400	4,179	45,000	9,790	41,199	**207,092**
Depreciation	-	6,000	-	3,000	650	14,000	800	1,165		-			-	**25,615**
Supplies	-	5,000	2,000	1,000	200	15,000	1,000	1,000	4,000	200	659	500		**30,559**
Postage	-	2,300		300	-	125		-	-	-				**2,725**
Copy	-	350	-	300	-	1,500		350	200					**2,700**
Travel	-	5,000	2,000	10,000	2,500	62,000	4,002	6,000	6,000	500	-	3,000		**101,002**
Rent						11,200								**11,200**
Phone	-	3,000	-	1,000	-	6,000	1,200	1,400	300	-				**12,900**
Internet Charges	-	3,000	-	1,000	300	7,700	400	450	-	-	-			**12,850**
Utilities	-	2,000	-	1,200	300	7,000	300	400	-	-			-	**11,200**
Equipment Maintenance	-	2,000	-	-		2,000		-	-	-			-	**4,000**
Equipment Lease	-	-	-		-	-		-	-				-	**-**
Equipment Purchase	-	-	-	-	-	10,000	-	400	-	-			-	**10,400**
Advertising	-	-	-	-	-	-			-	-			-	**-**
Contingency	150,000	-	-	-	-				-	-			-	**150,000**
Dues/Subscriptions		6,000	15,519	7,500	2,500	15,000	16,000	3,000	200	-			-	**65,719**
Insurance	-	4,000	-	1,500		13,200	600	800	1,700	-			-	**21,800**
Conferences/Workshops	-	1,000	-	2,000	1,000	12,000	1,000		1,000	-			-	**18,000**
Total Operating Expenditures	**$ 150,000**	**$ 78,650**	**$ 42,653**	**$ 52,921**	**$ 13,846**	**$ 206,130**	**$ 25,302**	**$ 15,433**	**$ 16,800**	**$ 4,879**	**$ 45,659**	**$ 13,290**	**$ 41,199**	**$ 706,762**
Other														
Indirect Costs Control	$ -	$ (267,204)	$ 1,013	$ 22,639	$ 11,718	$ 177,644	$ 12,889	$ 16,057	$ 10,560	$ 1,808	$ 434	$ 8,680	$ 3,761	**$ (0)**
In Kind Expenses	-	-	-	-	-	95,000	25,000	27,000	18,000	-	2,409		-	**167,409**
Total Other	**$ -**	**$ (267,204)**	**$ 1,013**	**$ 22,639**	**$ 11,718**	**$ 272,644**	**$ 37,889**	**$ 43,057**	**$ 28,560**	**$ 1,808**	**$ 2,843**	**$ 8,680**	**$ 3,761**	**$ 167,409**
Total Expenses	**$150,000**	**$0**	**$52,906**	**$214,981**	**$110,357**	**$1,432,500**	**$150,000**	**$162,000**	**$108,000**	**$20,000**	**$51,466**	**$75,000**	**$75,000**	**$2,602,209**
Balance	**$0.00**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

FROM: **CHRISTOPHER VERTREES, EXECUTIVE DIRECTOR**

DATE: **MAY 7, 2026**

SUBJECT: **CLASSIFICATION PLAN UPDATE**

For many years, SEAGO has housed a Community Development Program and an Economic Development Program. SEAGO has not seen an increase in its EDA Planning Grant in the last fifteen years. Since that time, benefit costs have increased significantly, and Federal funding opportunities have become more difficult to secure. It has become increasingly difficult to maintain both programs at current levels. To ensure the sustainability of our Economic Development Program it is recommended that the Community Development Program and the Economic Development Program be consolidated. Advantages of consolidation include:

Greater Efficiency and Reduced Duplication

Resources would go directly to community outcomes instead of overhead. To include:

- Shared staff, data systems, and administrative functions
- Streamlined grant management and compliance
- Fewer redundancies in services and public engagement

Stronger Funding and Grant Competitiveness

Funders increasingly favor integrated, cross-sector solutions. A consolidated program can:

- Apply for broader and larger funding opportunities
- Meet complex grant requirements that span housing, workforce, and business development
- Demonstrate measurable community-wide impact

Improved Program Coordination and Timing

Economic and community investments work best when sequenced properly. Consolidation enables:

- Workforce programs aligned with target industries
- Housing development timed with job creation
- Infrastructure and placemaking that support business growth

To accomplish this goal, the consolidation of our Community Development Program Manager and our Economic Development Program Manager positions is needed. This will require an update to our Classification Plan. It is recommended that the Classification Plan be updated to combine both program management positions into one position titled Community and Economic Development Program Manager.

It is also recommended that the pay scale for the position be elevated from Salary Grade 111 to 112.

The salary change is reflected in the table below:

Salary Grade	Minimum	Midpoint	Maximum
111	$57,428	$68,914	$80,400
112	$60,300	$72,360	$84,420

It is estimated that the cost savings from the consolidation of these positions will save SEAGO $27,579 in salary and benefits annually.

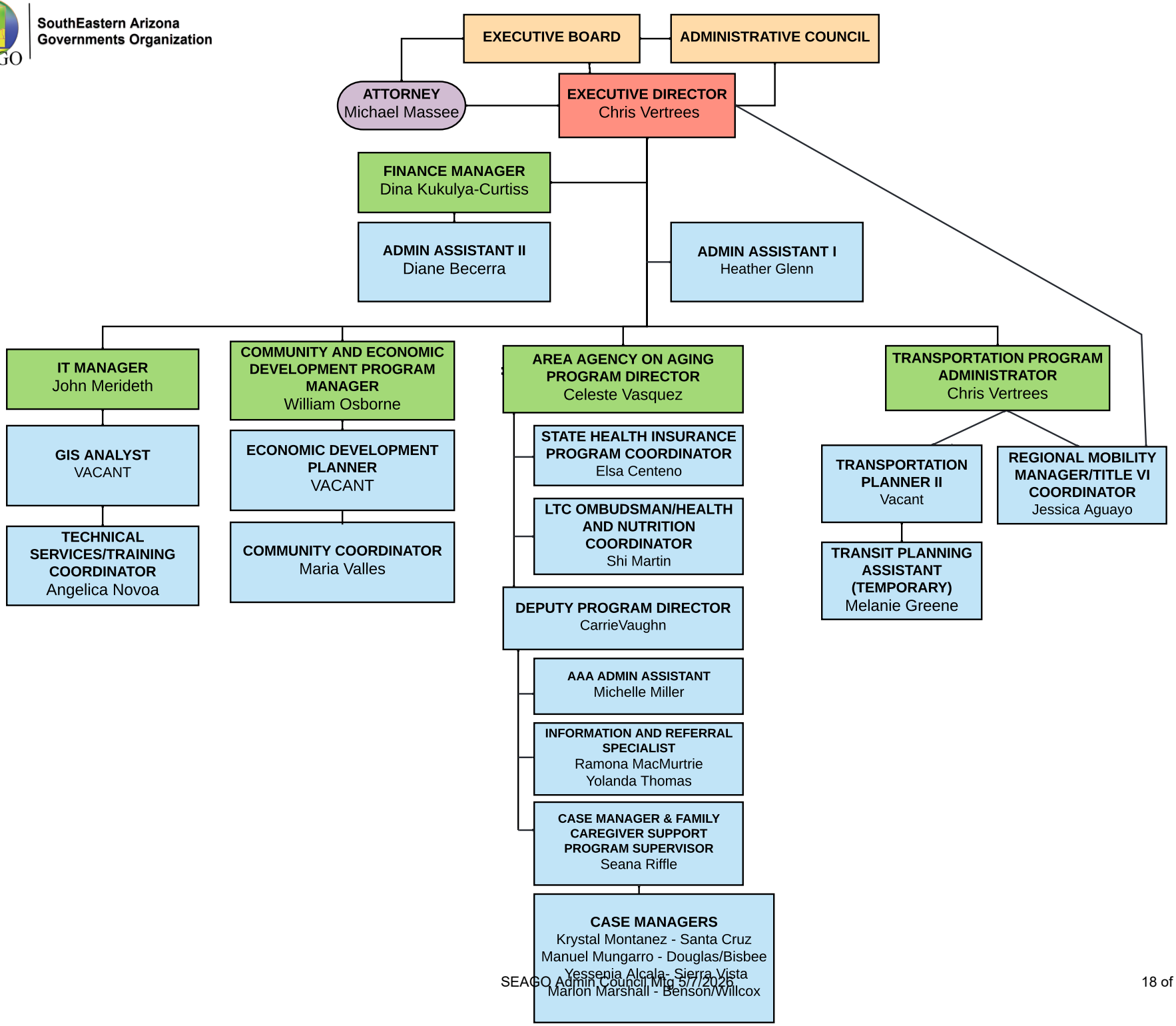
Attachments: **Updated Organization Chart**

Action Requested: ☐ Information Only ☒ Action Requested Below:

A motion to recommend approval of the proposed classification plan update to the Executive Board.

SouthEastern Arizona Governments Organization

SEAGO



EXECUTIVE COMMITTEE PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

FROM: **CHRIS VERTREES, EXECUTIVE DIRECTOR**

DATE: **MAY 7, 2026**

SUBJECT: **INTERGOVERNMENTAL AGREEMENT WITH SANTA CRUZ COUNTY**

Since 2022, SEAGO has contracted with Vaisala to collect, analyze, store, and maintain a road pavement assessment data portal for the SEAGO region. To ensure regional coverage, collection of road pavement data is limited, and continuous monitoring is not feasible due to contract limitations on mileage. Santa Cruz County has expressed the desire and need for the County to collect additional data internally.

A stand-alone contract would be cost-prohibitive for Santa Cruz County as the base license alone would cost over $20,000. SEAGO incorporating Santa Cruz County into the existing Service Agreement with Vaisala is much more cost effective for County than a stand-alone agreement.

The SEAGO Service Agreement with Vaisala can be expanded to allow Santa Cruz County to collect 400 miles of road pavement data. The County will have the ability to upload collected data directly to Vaisala for analysis. The data analyzed will be available to the County and SEAGO through the SEAGO Road Pavement Assessment Data Portal. SEAGO shall be responsible for all licensing, storage, and collection equipment costs as currently contracted with Vaisala. There will be no additional costs to SEAGO.

To formalize this partnership an Intergovernmental Agreement between Santa Cruz County and Southeastern Arizona Governments Organization is needed. The agreement will be for a 12-month period and will not exceed $9,200.00. If the project extends beyond the 12-month period, the agreement may be extended upon mutual written agreement between the Santa Cruz County Manager and the SEAGO Executive Director.

I'll look forward to answering your questions at the meeting.

Attachments: Intergovernmental Agreement between SEAGO and Santa Cruz County

Action Requested: ☐ Information Only ☒ Action Requested Below

A motion to recommend approval of the Intergovernmental Agreement between SEAGO and Santa Cruz County to the Executive Board.

INTERGOVERNMENTAL AGREEMENT

Between
SANT CRUZ COUNTY
And
SOUTHEASTERN ARIZONA GOVERNMENTS ORGANIZATION
For
REGIONAL ROAD PAVEMENT ASSESSMENT PROJECT EXPANSION

THIS AGREEMENT made and entered into by and between Santa Cruz County (hereinafter, "SCC"), and the SouthEastern Arizona Governments Organization, the regional Council of Governments for Cochise, Graham, Greenlee, and Santa Cruz Counties (hereinafter, "SEAGO").

SECTION 1: RECITALS

WHEREAS, SEAGO has contracted with Vaisala Xweather to analyze, store, and maintain a road pavement assessment data portal for the SEAGO region; and

WHEREAS, SCC has expressed the desire for SEAGO to expand its Service Agreement with Vaisala to allow the County to internally collect road pavement assessment data; and

WHEREAS, SEAGO has a Service Agreement with Vaisala Xweather for analysis, storage, and maintenance of the road pavement assessment data portal: and

WHEREAS, SEAGO incorporating SCC into the existing Service Agreement with Vaisala Xweather is much more cost effective for SCC than a stand-alone agreement; and

WHEREAS, SEAGO is agreeable to expand the Service Agreement to include SCC; and

WHEREAS, SCC s is agreeable to purchasing additional pavement assessment services; and

WHEREAS, SEAGO has submitted a Project Cost Table included in this AGREEMENT (hereinafter, "Exhibit A"), for the scope of services to be added to the contract.

NOW, THEREFORE, pursuant to Arizona Revised Statutes §11-952, authorizing contracts and agreements between public agencies or public procurement units for cooperative actions, and pursuant to 2 CFR §200.318(e), encouraging state and local intergovernmental agreements or inter-entity agreements for procurement of common goods and services, in consideration of the mutual promises contained in this AGREEMENT, and of the mutual benefits to result therefrom, the parties agree as follows:

SECTION 1: RECITALS

The above recitals are incorporated herein and are a material part of this AGREEMENT.

SECTION 2: TERM

The term of this AGREEMENT shall be from **June 1, 2026,** to **May 31, 2027,** or project completion whichever comes first.

SECTION 3: PURPOSE AND SCOPE

The purpose of this AGREEMENT is to expand the SEAGO Service Agreement with Vaisala Xweather to allow SCC to collect 400 miles of SCC road pavement data. SCC will have the ability to upload collected data directly to Vaisala Xweather for analysis. The data analyzed will be available to SCC through the SEAGO Road Pavement Assessment Data Portal. SEAGO shall be responsible for all licensing, storage, collection equipment, and training costs. SEAGO shall perform the services described in Exhibit A of this Agreement consistent with the Parties' Recitals in Section 1, above.

SECTION 4: FINANCING AND COMPENSATION

SCC will compensate SEAGO for its performance, and SEAGO agrees to accept as complete payment for such full performance, the sum of **nine thousand, two hundred dollars ($9,200.00)** over the twelve (12) month term of this AGREEMENT. Charges for additional services that constitute a requested increase in scope of services may be negotiated. Such additional work shall be requested in writing by SEAGO or SCC and must be approved by the SCC County Administrator and the SEAGO Executive Director pursuant to SECTION 14 of this AGREEMENT.

SECTION 5: TERMINATION

Either party may terminate this AGREEMENT without cause upon providing thirty (30) 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 twenty (20) days to correct or remedy the breach. If said breach is not remedied, this AGREEMENT shall terminate at the expiration of the twenty (20) day period. SEAGO will not be responsible to provide services after the date of termination. Notwithstanding the foregoing, SEAGO will continue to be responsible for providing services to SCC and the area as prior to this Agreement and as pursuant to any other pre-existing Agreement between the parties or by SEAGO for services in the area. SCC will not be responsible for any payments after the date of termination unless attributable to services provided prior to the date of termination.

This AGREEMENT may be terminated for a conflict of interest as set forth in A.R.S. § 38-511, the relevant portions of which are hereby incorporated by reference.

SECTION 6: PERFORMANCE OF SERVICES

SEAGO promises and agrees to provide the services, as described in this AGREEMENT in a good, competent and professional manner, and as specifically indicated in Exhibit A and Exhibit B, which are incorporated herein by this reference and made a part of this AGREEMENT as if the same were fully set forth herein. In the event that any incorporated term or provision conflicts with this AGREEMENT, this AGREEMENT controls.

SECTION 7: INVOICING AND PAYMENTS

Prior to submitting an invoice, SEAGO shall submit to SCC a completed and current Form W-9. ***SEAGO shall invoice the SCC monthly during the 12-month term of this AGREEMENT***. The invoice shall show SEAGO's name, address, phone number, the amount due, the tasks

completed for each service performed during the fiscal quarter of the invoice, and any other necessary information. All invoices are subject to review and certification of SCC's authorized representative prior to payment. Upon receipt of SEAGO's completed Form W-9, and subject to the availability of funds, SCC shall remit payment to SEAGO within thirty (30) days of the invoice date.

Every payment obligation of SCC under this AGREEMENT is conditioned upon the availability of funds, appropriated, or allocated for the payment of such obligation. If funds are not allocated and available for the continuance of this AGREEMENT, this AGREEMENT may be terminated by SCC at the end of the period for which the funds are available. No liability shall accrue to SCC in the event this provision is exercised, and SCC shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

SECTION 8: RESPONSIBILITY

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. The extent of the foregoing liabilities shall be limited to, and determined by, the respective fault of the parties 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 9: 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 to be utilized in fulfilling this AGREEMENT and providing other administrative services as necessary.

Either party may perform an inspection of the other party's books and records upon reasonable notice in order to verify that monies spent on the services as described were done so in accordance with this AGREEMENT. The records shall be kept for a period of five (5) years after completion of this AGREEMENT.

SECTION 10: DISPUTE RESOLUTION

Any disputes arising under this AGREEMENT shall be referred to the SCC County Manager and the SEAGO Executive Director for joint resolution. Disputes that cannot be resolved at this level may be subjected to arbitration pursuant to A.R.S. §12-133 et. seq. If either party is unwilling to participate in such arbitration, they may notify the other party of their intent to terminate this AGREEMENT pursuant to SECTION 5 of this AGREEMENT.

SECTION 11: 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.

SEAGO:
Chris Vertrees
Executive Director
1403 W. Highway 92
Bisbee, Arizona 85603

SCC:
Chris Young
Deputy County Manager
2150 N. Congress Drive
Nogales, Arizona 85621

Phone: (520) 432-5301 ext. 202 (520) 375-7625

SECTION 12: ASSIGNMENT

Neither party shall assign the rights nor duties under this AGREEMENT to a third party without the written consent of the other party. Any such assignment in violation of this AGREEMENT may become grounds for termination of the AGREEMENT.

SECTION 13: APPROVAL BY PARTIES

Before this AGREEMENT becomes effective and binding upon the parties, the appropriate governing authorities of each party must approve it, unless the governing authorities have delegated the authority to enter into such agreements to the organization's chief executive officer. In the event that such appropriate authority or officer fails or refuses to approve this AGREEMENT, it shall be null and void with no effect whatsoever.

SECTION 14: REVISIONS

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

SECTION 15: CONDUCT OF OPERATIONS

SCC and SEAGO agree to be responsible for 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 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. Prior to commencing work or services under the contract, SEAGO shall furnish the SCC with certificates of insurance or formal endorsements as evidence that adequate coverage, conditions and limits are in full force and effect.

SECTION 16: INDEMNIFICATION

To the fullest extent permitted by law, each party to this AGREEMENT agrees (as indemnitor) to indemnify, defend and hold harmless the other party, its officers, officials, agents, employees or volunteers, (as indemnitee) from and against any and all third-party claims, losses, liability, costs or expenses (including reasonable attorneys' fees) arising out bodily injury of any person (including death) or property damage, but only to the extent that such claims which result in vicarious or derivative liability to the indemnitee, are caused by the act, omission or negligence, misconduct, or other fault of the indemnitor, its officers, officials, agents, employees or volunteers.

SECTION 17: 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 2009-09 which mandates all persons, regardless of race, religion, handicap, color, age, sex, political affiliation or national origin shall have equal access to employment opportunities. All 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 18: 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 19: 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.

SECTION 20: 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 21: 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 page]

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 below written.

Approved by the SouthEastern Arizona Governments Organization Executive Board at its meeting on the ____ day of _____ 2026

_____ _____

Arnold Lopez, Date
Executive Board Chair, SEAGO

Approval on behalf of the County of SCC at its meeting on the ____day of _____, 2026

_____ _____

John Fanning, Chairman Date

ATTEST:

_____

Alma Schultz, Clerk of Board

Pursuant to A.R.S. § 11-952, this AGREEMENT has been reviewed by legal counsel for SEAGO 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:

_____

Legal Counsel for SEAGO

Pursuant to A.R.S. § 11-952, this AGREEMENT has been reviewed by legal counsel for SCC to determine if 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:

_____

Robert F. May, Civil Bureau Chief
Santa Cruz County Attorney's Office

EXHIBIT A

PROJECT COST TABLE

Project Set-up	Responsible Party	County Cost
Data Collection Phone	SEAGO	$0
Online Training	SEAGO/Vaisala	$0
In-person Training	SEAGO	$0
Service Licenses	**Responsible Party**	**County Cost**
RoadAI Base License	SEAGO	$0
Recording License	SEAGO	$0
Storage	**Responsible Party**	**County Cost**
All Data	SEAGO	$0
Collected Vehicle Data Add-ons	**Responsible Party**	**County Cost**
Road Signs*	Santa Cruz County	$2,400.00
Pavement Markings*	Santa Cruz County	$1,600.00
Road Condition*	Santa Cruz County	$5,200.00
	Total	**$9,200.00****

*** Based upon 400 miles of data collection.**

**** SCC will be billed $766.66 monthly.**

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

FROM: **CELESTE VASQUEZ, AREA AGENCY ON AGING DIRECTOR**

DATE: **MAY 7, 2026**

SUBJECT: **NOMINATIONS FOR VACANT ADVISORY COUNCIL ON AGING MEMBER SEATS**

Background

The Advisory Council on Aging's (ACOA) revised bylaws, dated **February 21, 2025**, establish the Council's composition, membership requirements, and term limits.

Article III – Composition and Membership, Section A.1. specifies that the ACOA shall consist of eighteen (18) members allocated as follows:

- Cochise County – eight (8) representatives
- Graham County – four (4) representatives
- Greenlee County – three (3) representatives
- Santa Cruz County – three (3) representatives

Section A.1.a. further requires that at least ten (10) members be sixty (60) years of age or older and that every effort be made to ensure representation of individuals with the greatest economic or social need, minority individuals, and participants in services funded by the Agency.

Section B.4. states that members appointed by the SEAGO Executive Board shall serve three-year terms and are limited to two (2) consecutive terms. A previous member may be reappointed only if a vacancy cannot be filled within ninety (90) days. The Advisory Council on Aging may submit a member to the Executive Board for reappointment for an additional term when eligible.

Current Vacancies

There are currently **six (6) vacant seats** on the Advisory Council on Aging. Members are selected to represent incorporated cities, towns, and unincorporated areas within each county. The current vacancies are as follows:

Cochise County (4 Vacancies)

- Huachuca City – one (1) seat
- City of Sierra Vista – one (1) seat
- City of Willcox – one (1) seat
- County Unincorporated – one (1) seat

Santa Cruz County (2 Vacancies)

- City of Nogales – one (1) seat
- County Unincorporated – one (1) seat

Interested Applicants – Santa Cruz County

Two individuals have expressed interest in filling the vacant Santa Cruz County seats:

1. **City of Nogales**
   - **Applicant:** *Betty "Ann" Peschka*
   - Ms. Peschka has indicated her interest in serving as the representative for the City of Nogales. Her Curriculum Vitae is included for Council review.

2. **Santa Cruz County Unincorporated**
   - **Applicant:** *Jorge Maldonado*
   - Mr. Maldonado has expressed interest in serving as the representative for Santa Cruz County's unincorporated area.

These appointments would assist the Council in maintaining geographic balance and advancing the demographic and service-representation priorities identified in the bylaws.

Term Expiration and Reappointment Eligibility

One current Advisory Council on Aging member has reached the maximum allowable consecutive terms:

- **Greenlee County – County Unincorporated**
  - **Member:** *Mr. Jaime Aguilar*
  - Mr. Aguilar's second consecutive three-year term expires on **April 20, 2026**.
  - In accordance with **Article III, Section B.4.**, he is **not eligible for reappointment currently**, unless a vacancy remains unfilled for ninety (90) days.

Appointment Term and Effective Date

Nominated representatives approved by the SEAGO Executive Board will commence their three-year term on the date of Board approval. The next scheduled Executive Board meeting for appointments is **May 22, 2026**.

Attachments: Betty "Ann" Peschka Curriculum Vitae

Action Requested: ☐ Information Only ☒ Action Requested Below:

A motion to approve the appointment of Betty "Ann" Peschka as the ACOA representative for the City of Nogales, and Jorge Maldonado as the ACOA representative for Santa Cruz County Unincorporated, to the SEAGO Executive Board.

Betty (Ann) Peschka

Rio Rico, AZ
(480) 580-4314
annpeschka@gmail.com

Professional Summary

Retired professional with extensive experience in nonprofit governance, public education, and community service. Actively engaged in volunteer leadership focused on health, wellness, and quality of life for older adults. Strong background in organizational management, compliance, and collaborative problem-solving.

Community Service & Volunteer Experience

Volunteer Instructor – Tai Chi for Health (2018 – Present)
SEAGO-sponsored programs | Tubac, Rio Rico & Nogales, AZ
Lead Tai Chi for Health classes promoting balance, mobility, and well-being among older adults. Support community health, independence, and social connection.

Professional Experience

Charter School Consultant (2005 – 2015)
Provided financial oversight, compliance assistance, and grant writing support. Assisted charter schools with state and federal reporting requirements.

Co-Founder, Co-Director & Charter Holder (1995 – 2005)
Two Charter Schools, Maricopa County, AZ
Co-founded and managed two small charter schools. Oversaw operations, budgeting, compliance, and public school reporting.

Board & Governance Experience

Nonprofit & Charter School Governing Boards (1995 – 2010)
Served as member and officer on multiple boards, contributing to governance, fiscal oversight, and strategic planning.

Professional Associations (Past)

Arizona Foundation for Educational Choice
Arizona Charter School Association
Arizona State Board for Charter Schools (Application Review Committee)
Arizona Council on Economics Education

Education

Bachelor of Arts in Sociology
University of New Mexico

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

FROM: **CHRIS VERTREES, EXECUTIVE DIRECTOR**

DATE: **MAY 7, 2026**

SUBJECT: **FUTURE MEETING DATES**

The Administrative Council normally meets virtually at 9:00 a.m. on the first Thursday of February, May, August and November via MS Teams. The Executive Board normally meets at 10:00 a.m. on 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
February 5, 2026	February 20, 2026 - Cochise County
May 7, 2026	May 22, 2026 – Graham County
August 6, 2026	August 21, 2026 – Greenlee County
November 5, 2026	November 20, 2025 – Santa Cruz County

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

Executive Committee Meetings (Virtual)
April 2, 2026 – 9:00 a.m.
June 4, 2026 – 9:00 a.m.
October 1, 2026 – 9:00 a.m.
December 3, 2026 – 9:00 a.m.

Attachments: None.

Action Requested: ☒ Information Only ☐ Action Requested Below:

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

THROUGH: **CHRIS VERTREES, EXECUTIVE DIRECTOR**

FROM: **DINA CURTISS, FINANCE MANAGER**

DATE: **MAY 7, 2026**

SUBJECT: **FINANCE REPORT**

The SEAGO Statement of Revenues and Expenditures for the quarter ending March 31, 2026 is attached for your review.

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 03/31/2026.

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 1/1/2026 Through 3/31/2026

(In Whole Numbers)

		Cur Pd Actual	YTD Actual	Total Budget	% of Budget ...
Revenue					
General Fund	101	17,560	60,300	150,000	40.20%
Agency Response	301	0	68,362	45,302	150.90%
Community Development Block Grant	302	24,815	138,971	370,000	37.55%
Economic Development	303	37,500	87,297	110,358	79.10%
Public Transit	308	2,065	13,401	20,000	67.00%
State Planning & Research	309	30,939	108,334	172,272	62.88%
Area Agency on Aging	310	309,067	932,579	2,128,654	43.81%
Regional Mobility Management	311	48,254	150,051	162,500	92.33%
RMM Training	314	18,321	54,437	87,500	62.21%
Nogales Area Transit Feasibility Stu...	351	0	0	95,000	0.00%
United Way of Graham and Greenle...	356	0	0	65,130	0.00%
Regionwide Pavement Assessment ...	357	14,969	62,043	201,864	30.73%
Bisbee Route Efficiency Study ADOT	358	0	2,508	75,000	3.34%
Santa Cruz Cnty Elgin School Rem...	359	0	0	8,000	0.00%
BSERC Environmental Review	360	0	0	5,000	0.00%
Bisbee Bus Service	362	15,600	43,000	53,000	81.13%
Total Revenue		519,090	1,721,284	3,749,579	45.91%
Expenses					
General Fund	101	151	151	150,000	0.10%
Agency Response	301	10,398	21,195	45,302	46.78%
Community Development Block Grant	302	38,671	117,273	370,000	31.69%
Economic Development	303	21,287	72,013	110,358	65.25%
Public Transit	308	2,065	13,401	20,000	67.00%
State Planning & Research	309	30,939	108,335	172,272	62.88%
Area Agency on Aging	310	304,246	905,299	2,128,654	42.52%
Regional Mobility Management	311	48,254	150,051	162,500	92.33%
RMM Training	314	18,321	54,437	87,500	62.21%
Nogales Area Transit Feasibility Stu...	351	0	0	95,000	0.00%
United Way of Graham and Greenle...	356	31,500	31,500	65,130	48.36%
Regionwide Pavement Assessment ...	357	14,969	62,043	201,864	30.73%
Bisbee Route Efficiency Study ADOT	358	0	2,508	75,000	3.34%
Santa Cruz Cnty Elgin School Rem...	359	0	0	8,000	0.00%
BSERC Environmental Review	360	0	0	5,000	0.00%
Bisbee Bus Service	362	12,853	41,885	53,000	79.02%
City of Willcox MOU LS	363	32	32	0	0.00%
Total Expenses		533,688	1,580,123	3,749,579	42.14%
Balance		(14,598)	141,161	0	0.00%

ADMINISTRATIVE COUNCIL PACKET

SEAGO

MEMO TO: ADMINISTRATIVE COUNCIL

THROUGH: JOHN MERIDETH, IT MANAGER

DATE: MAY 7, 2026

SUBJECT: INFORMATION TECHNOLOGY UPDATES

The following provides a summary of current Information Technology initiatives at SEAGO:

Digital Analytics & Performance

Website Analytics

The following table outlines unique page visits and search engine interactions across SEAGO's digital properties:

	Google Interactions	seago.org	seagomobility.org	seagotam.org	southeastarizonaeconomy.com
Jan-26	97	1,400	63	40	9
Feb-26	81	1,000	61	50	6
Mar-26	73	972	79	45	7

Communication Systems

Monthly call volume summary:

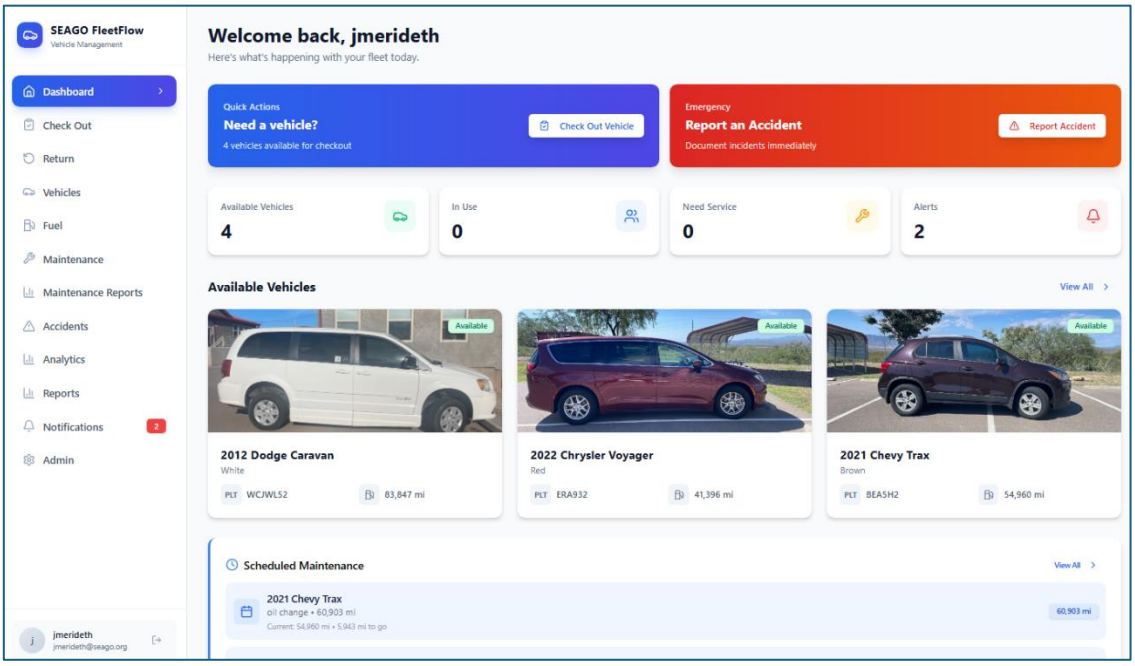
	Inbound	Outbound	Total
Jan-26	783	530	1,313
Feb-26	764	521	1,285
Mar-26	947	690	1,637

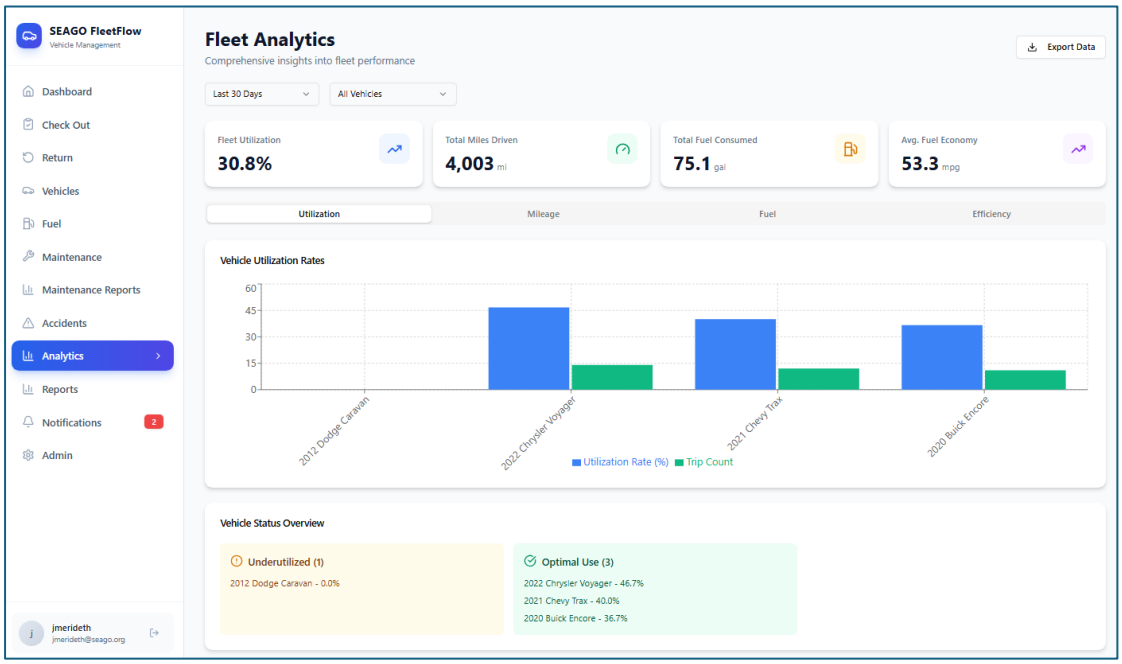
Application Development Pipeline & Strategic Updates

The following pages outlines the progress, technical capabilities, and deployment schedules for SEAGO's current software development initiatives.

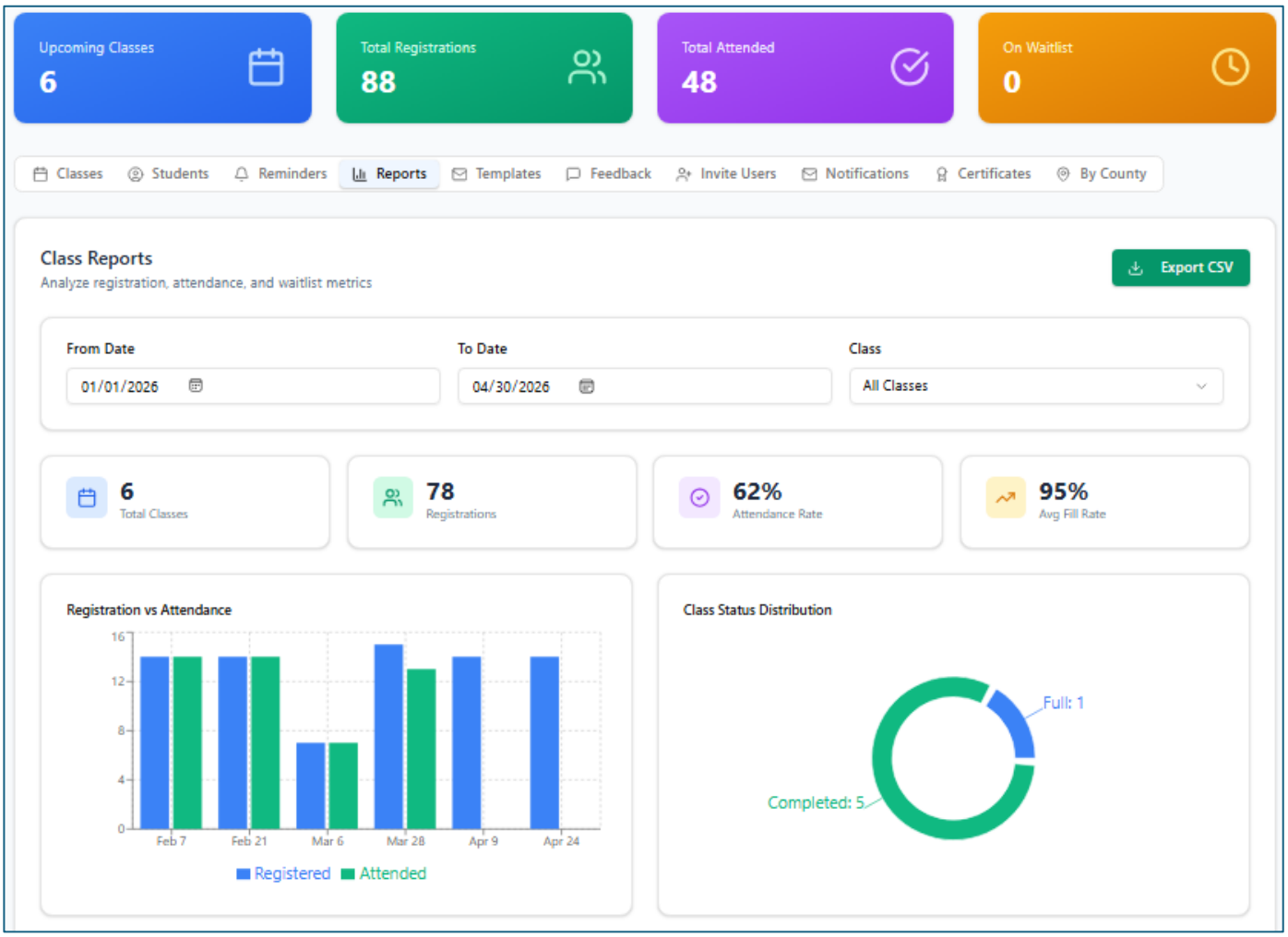
Active & Upcoming Deployments and Updates

- **SEAGO FleetFlow (Fleet Management):** * **Status:** Launched January 1, 2026.
    - **Functionality:** A full-cycle mobile solution for the checkout and return of SEAGO fleet vehicles.
    - **Data Capture:** Automates the recording of odometer readings, fuel purchases, and maintenance logs.
    - **Compliance & Oversight:** Digitizes pre- and post-trip inspections to eliminate paper waste. The system provides real-time reporting for accidents and triggers automated notifications for the Fleet Manager regarding PM (Preventative Maintenance) schedules, registration renewals, and insurance expirations.
    - **Analytics:** Enables management to analyze vehicle utilization rates and total cost of ownership (TCO).



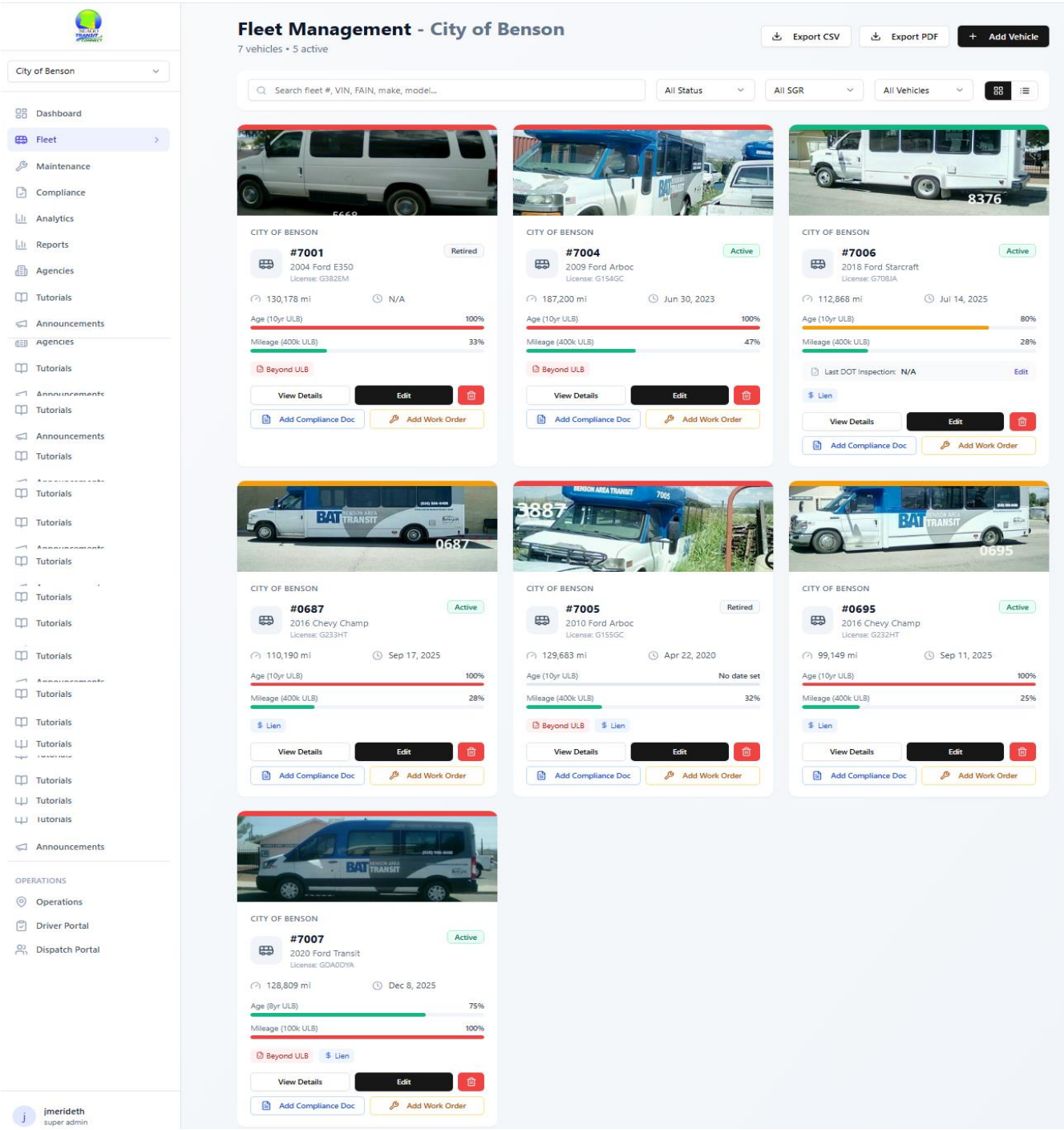


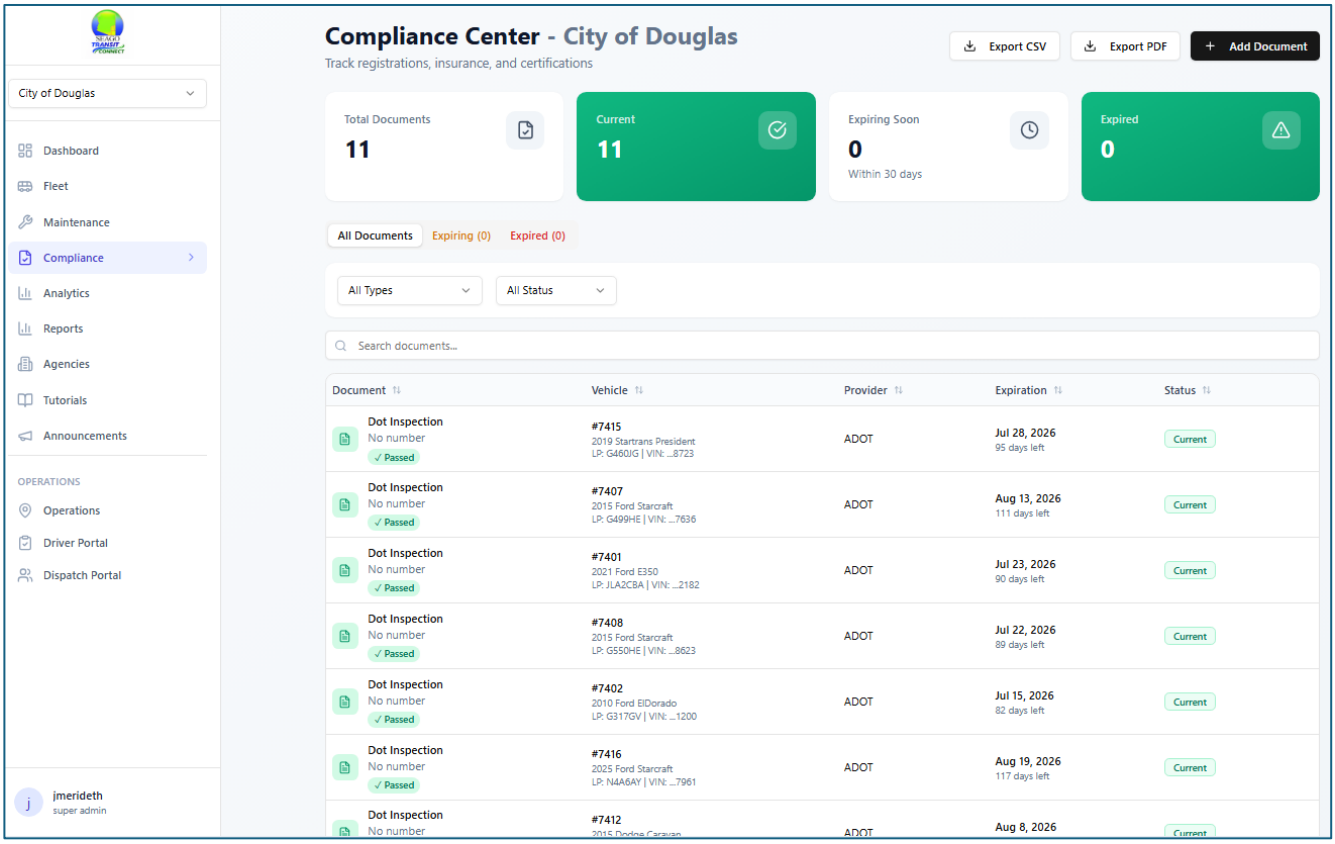
- **PASS 8.0 Student Registration:**
  - **Status:** Launching March 1, 2026.
  - **Functionality:** A student-facing portal for class registration with integrated waitlist logic.
  - **Key Features:** Students can track attendance history and submit course feedback directly through the interface.
  - **Scope:** Supporting 14 statewide classes for the 2026 calendar year.



Current Development & Revitalization

- **TAM (Transit Asset Management) System aka SEAGO Transit Connect:**
  - **Status:** In Development (Replacement of 2017 legacy system).
  - **Core Capabilities:** Designed for both public and non-public transit operators to monitor vehicle health and regulatory compliance.
  - **Data Architecture:** Features a comprehensive analytics dashboard tracking **ADOT Useful Life Benchmarks (ULB)** and **State of Good Repair (SGR)**.
  - **Operational Portals:** Includes specialized Driver and Dispatch Portals to capture real-time maintenance, utilization, communications, and operational compliance data.



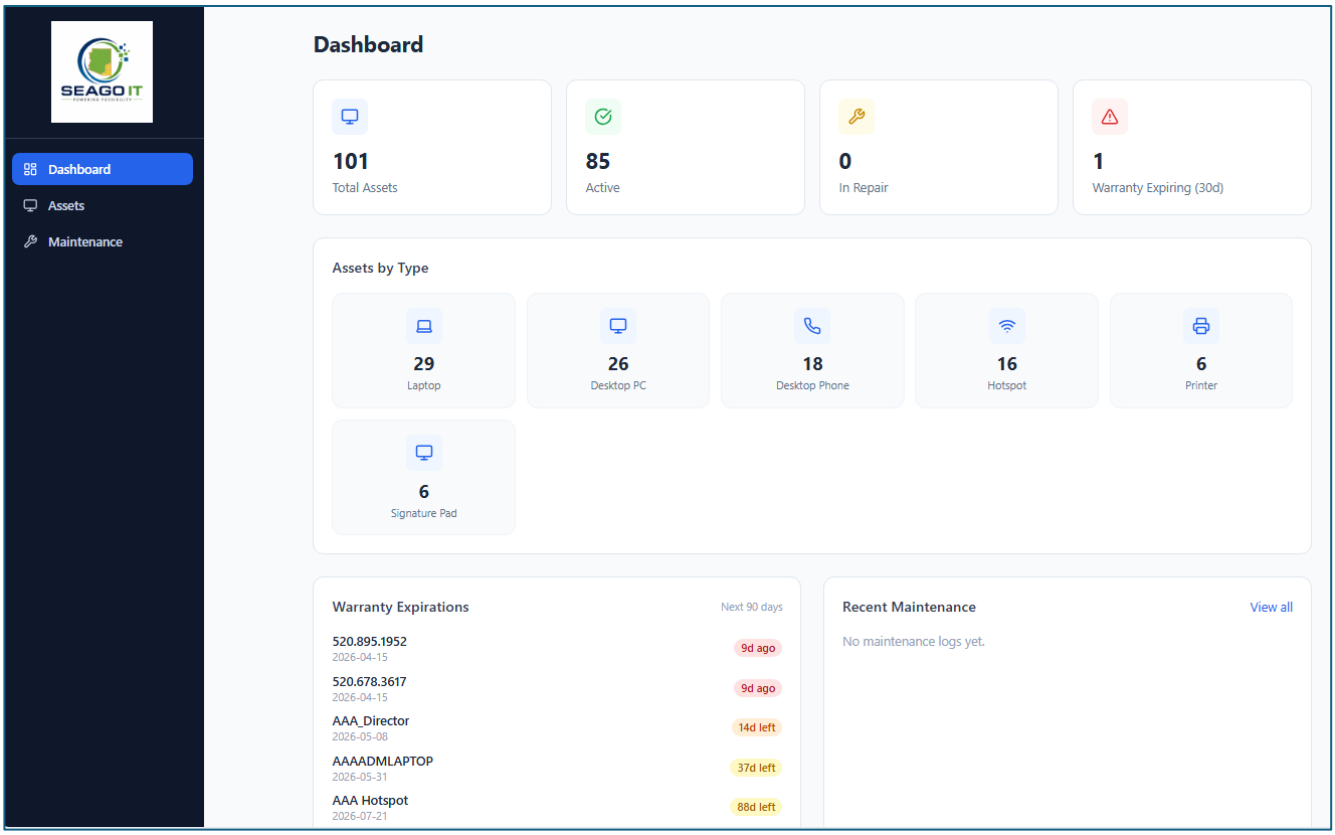


- **AAA Mobile App Revamp:**
  - **Status:** In Development (Replacement of 2017 legacy system).
  - **Timeline:** Targeted rollout in Q3/Q4 2026.
  - **Objective:** To modernize the Area Agency on Aging's digital interface and ensure a seamless transition prior to the existing platform's contract renewal in November.

- **CEDS SWOT Survey Tool:**
  - **Status:** Closed on March 3, 2026.
  - **Objective:** Developed for the Economic Development department to facilitate community outreach.
  - **Impact:** Centralizes the gathering of qualitative data to inform the **2026–2031 Comprehensive Economic Development Strategy (CEDS)**.

- **DOT ROUTES Initiative Survey Tool:**
  - **Status:** Closed on April 17, 2026.
  - **Objective:** Developed for the the US Department of Transportation to help identify unmet transportation infrastructure needs in rural communities, barriers that rural communities face, and opportunities to improve services and technical assistance for rural stakeholders and American families.

- **IT Asset Management System Upgrade:**
  - **Status:** Live on March 1, 2026.
  - **Objective:** Replace current system with a mobile and user friendly system that will allow IT to track and manage assets and warranty expirations.



- **SEAGO STGB/TIP Tracker (www.seagotip.org):**
  - **Status:** Live on April 1, 2026.
  - **Objective:** Replace current spreadsheet system with an easier to read system that shows STBG Ledger, TIP Projects and Transit TIP Projects and also allows easier reporting to ADOT. The goal is to replace the existing website data with this new public facing interface.

SouthEastern Arizona Governments Organization

Dashboard | STBG Ledger | TIP Projects | Transit TIP | Users | jmerideth Admin | Sign Out

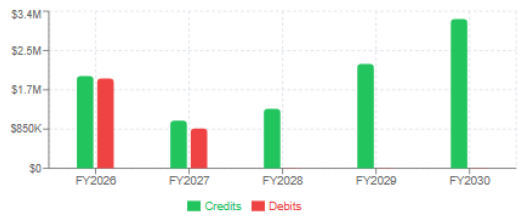
SEAGO

STBG Ledger

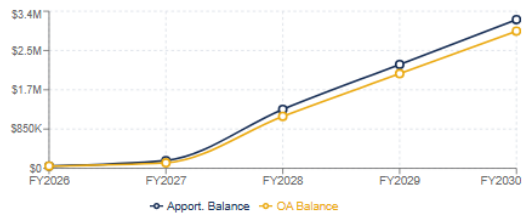
Surface Transportation Block Grant Program · 2026–2030

FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
$48,501	$167,956	$1,276,335	$2,248,385	$3,220,435
OA: $48,501	OA: $117,971	OA: $1,126,180	OA: $2,048,145	OA: $2,970,111

Credits vs Debits by Fiscal Year



Apportionment & OA Balance by Fiscal Year

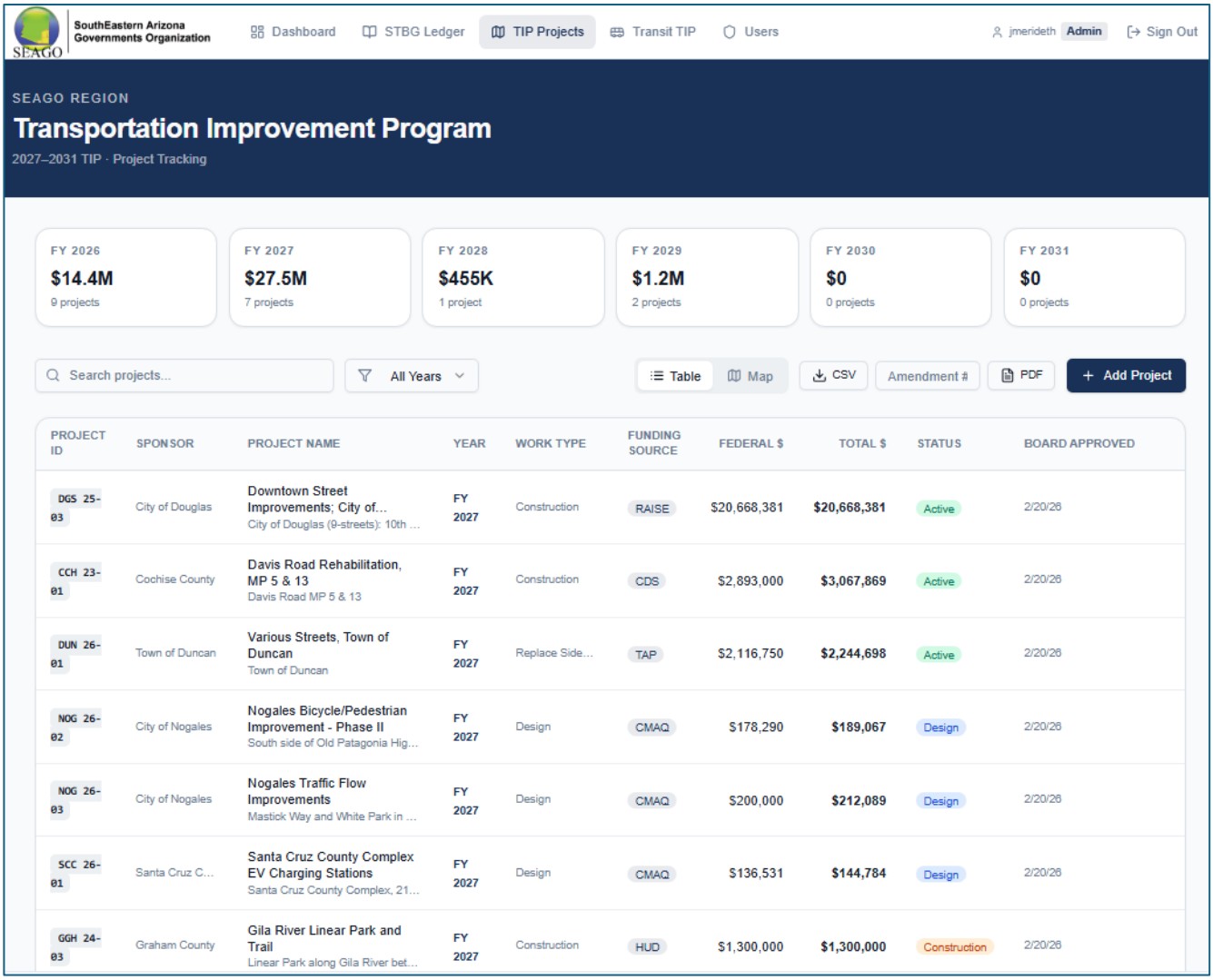


FY 2026 | FY 2027 | FY 2028 | FY 2029 | FY 2030

PDF | + Add Entry

FY 2026 LEDGER

ACTION	OA RATE	APPORTIONMENT	OA	CUM. APPORT.	CUM. OA
FY 2026 Allocation	94.9%	$982,050	$931,965	$982,050	$931,965
ADOT Loan Repayment		$160,185	$160,185	$1,142,235	$1,092,150
Loan From SVMPO for Chino Road Project		$103,345	$103,345	$1,245,580	$1,195,495
Loan from NACOG for Chino Road Project		$749,250	$749,250	$1,994,830	$1,944,745
Final Voucher Savings from Pendleton Drive Improvements		—	$50,085	$1,994,830	$1,994,830
Chino Road Realignment		-$1,800,000	-$1,800,000	$194,830	$194,830
Duncan High & Main ROW		-$60,000	-$60,000	$134,830	$134,830
SEAGO Road Pavement Assessment Project Extension		-$39,851	-$39,851	$94,979	$94,979
Thatcher 1st Avenue ROW		-$30,000	-$30,000	$64,979	$64,979
SPR OA Adjustment		-$6,478	-$6,478	$58,501	$58,501
Tech Transfer (LTAP)		-$10,000	-$10,000	$48,501	$48,501
FY 2026 BALANCE				**$48,501**	**$48,501**



- **SEAGO CDBG Compliance Hub:**
  - **Status:** Under development.
  - **Objective:** Replace current paper based systems for managing CDBG projects with a focus on Labor Standards and Certified Payrolls monitoring and processing. Other modules may include projects and contractor management, wage determinations, reporting and a Contractor's Portal as well as reporting and analysis.

Action Requested: X Information Only Action Requested Below

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL

FROM: CELESTE VASQUEZ, AREA AGENCY ON AGING DIRECTOR

DATE: MAY 7, 2026

SUBJECT: AREA AGENCY ON AGING PROGRAMS & AREA PLAN UPDATE

Administration:

In March, I participated in congressional Hill visits in Washington, D.C., alongside other Area Agency on Aging (AAA) Directors. The primary purpose of these visits was to engage with federal legislators representing our region.

During these meetings, I shared the most recent regional data and provided education on the positive impact of Older Americans Act (OAA) programs within local communities. A key focus of the discussions was the demonstrated cost savings generated by OAA-funded services, particularly by supporting older adults to remain safely in their homes and communities rather than entering institutional care, which results in significantly higher costs to government systems.

These visits provided an opportunity to reinforce the value of continued federal investment in aging services and to highlight the essential role AAAs play in promoting independence, improving quality of life, and reducing long-term public expenditures.

Case Management:

The Case Management Team is now fully staffed, and all new case managers have successfully completed their probationary periods. We are fortunate to have on-boarded individuals who are highly committed and deeply mission-driven.

Family Caregiver Support Program:

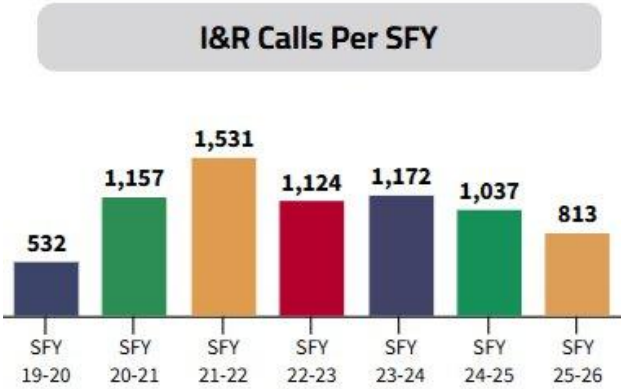
Our Program Supervisor delivered a presentation in Sierra Vista on caregiver burnout and the importance of self-care. She has since been invited to deliver the same presentation to the Douglas community in May.

Health Promotion and Disease Prevention Program:

1.2B – 1.2C - Our coordinator is making significant progress in community outreach, successfully recruiting enthusiastic volunteers for the Tai Chi and A Matter of Balance programs. Our primary goal is to build a strong base of dedicated volunteers who can support and empower our rural communities.

2.1 C - In Region 6, we are fortunate to have two passionate Tai Chi volunteers and three committed A Matter of Balance volunteers serving Santa Cruz County. In addition, Greenlee County has two A Matter of Balance volunteers, while Cochise County has three volunteers currently onboarding for the program. Together, these dedicated individuals position us to make a meaningful and lasting impact across our communities.

Information & Referral/ Central Intake:



Caller		
	Total	Percent
Agency/ Professional	192	24.1
Caregiver	2	0.3
Community gatekeeper	3	0.4
Family member	144	18.1
Friend/neighbor	36	4.5
Other	38	4.8
Person 60 or over	357	44.8
Person under 60	25	3.1
Unknown	0	0.0

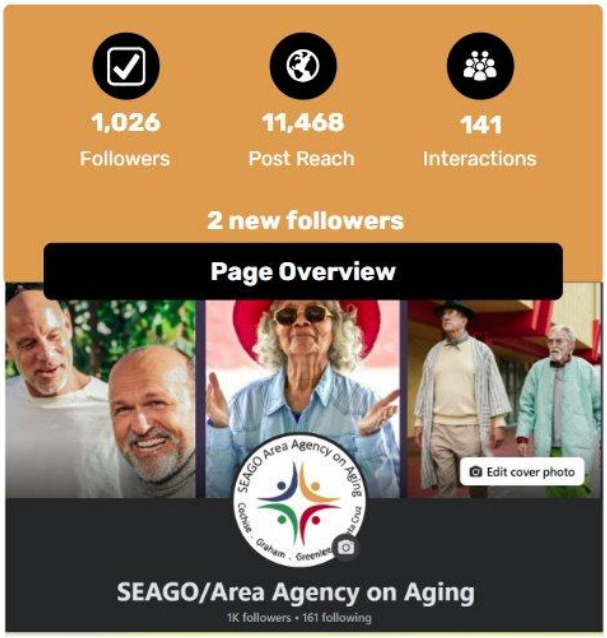
Long-Term Care Ombudsman:

The Long-Term Care Ombudsman Program and its volunteers continue to provide consistent advocacy and support to residents living in long-term care settings throughout Region 6. During the most recent quarter, there were no changes to the number of licensed long-term care beds within the region.

3.3 - The program will host a Long-Term Care Ombudsman Volunteer Training and Appreciation Event on April 16, 2026. This exceptional team of Volunteer Ombudsmen has completed advanced training and is now certified as Dementia Practitioners, bringing valuable specialized skills that strengthen advocacy efforts and improve services for residents living with dementia.

2.1 B - In addition, the SouthEastern Arizona Elder Abuse Taskforce (SEAEAT) continues to deliver consistent education and outreach to rural communities across southeastern Arizona. Planning efforts are underway for World Elder Abuse Awareness Day (WEAAD) 2026, with four community events scheduled throughout the region. An event will be held in Duncan on June 2, 2026, featuring Arizona Attorney General Kris Mayes as a special guest speaker. Additional WEAAD events are scheduled for June 3, 2026, in Safford; June 5, 2026, in Nogales; and June 11, 2026, in Sierra Vista.

Social Media:



State Health Insurance Program and Senior Medicare Patrol:

1.2B; 1.2C; 1.3B Efforts to reach a broad number of beneficiaries across Region VI have resulted in increased referrals and the establishment of strong connections with community organizations, including Seniors Helping Seniors, Northern Cochise Community Hospital (NCCH), Nogales Chamber of Commerce, SEACUS, and Greenlee Meals on Wheels. These organizations have agreed to assist in promoting current events and available services throughout Region VI.

The SHIP-SMP program continues to actively collaborate with existing community partners while developing new partnerships to raise awareness of Area Agency on Aging (AAA) services in local communities. Outreach efforts include the use of social media, newsletters, and collaboration with libraries, senior centers, community leaders, and health clinics.

The overarching goal of these initiatives is to leverage community and political engagement to disseminate information about AAA services and increase awareness among seniors. This includes partnering with elected officials and public entities such as the Attorney General's office, local police departments, mayors, and other well-known community stakeholders. Currently, SEAGO AAA is in the process of scheduling an introductory meeting with the Mayor of Willcox, facilitated through an introduction by existing partner NCCH. This meeting is scheduled for April and represents an important step toward expanding AAA's presence and impact in the Willcox community.

2.1A; 3.1C Central Intake has experienced a 75% increase in calls from beneficiaries seeking assistance with Medicare, Medicaid, medication costs, and fraud reporting. Many callers have expressed concerns regarding significant delays in their Medicaid, AHCCCS, and Medicare Savings Program (MSP) applications. In some instances, beneficiaries have

lost Medicare Part B coverage due to MSP applications not being processed in a timely manner.

Additional delays are also impacting approvals for Extra Help, which assists beneficiaries with medication costs. As a result, some individuals are struggling to afford necessary medications and maintain proper nutrition. The SHIP/SMP team remains concerned about the current 6–7 month application backlog, as prolonged delays may affect community trust, despite staff making every effort to support beneficiaries during this challenging period.

2.1B The SHIP-SMP Coordinator has actively engaged existing volunteers to assist with recruiting new volunteers during community events. At the beginning of the year, the Coordinator conducted individual check-in visits with each volunteer to strengthen relationships, demonstrate appreciation for their contributions, and emphasize the vital role they play in the program. During these visits, volunteers were also provided with updates regarding an upcoming volunteer appreciation event scheduled for April.

Attachments: none

Action Requested: ☒ Information Only ☐ Action Requested Below:

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

FROM: **CELESTE VASQUEZ, AREA AGENCY ON AGING DIRECTOR**

DATE: **MAY 7, 2026**

SUBJECT: **LEGISLATIVE UPDATE**

Federal Update:

On April 3, 2026, President Trump released his Administration's FY 2027 Budget Proposal. The proposal mirrors many of the reductions advanced in the FY 2026 budget and calls for an overall 10 percent reduction to Non-Defense Discretionary (NDD) funding.

The proposal again includes elimination of several major programs, including the Low-Income Home Energy Assistance Program (LIHEAP) and Title VI of the Older Americans Act (OAA).

All other Older Americans Act programs were protected from cuts, with most aging and disability programs under the Administration for Community Living (ACL) level funded. These include the State Health Insurance Assistance Program (SHIP) and Aging and Disability Resource Centers (ADRCs).

Additional Budget Notes

- **Elder Abuse and Elder Justice Programs:**
  OAA Title VII elder abuse prevention and elder justice funding (including national technical assistance centers and Adult Protective Services) received small proposed increases. However, these increases are minimal and are not expected to result in a meaningful local impact.

- **Prevention-Related Program Cuts:**
  Proposed cuts to ACL's falls prevention and Alzheimer's Disease Program Initiative, as well as the elimination of the Chronic Disease Self-Management Program funding source, stem from the Administration's decision not to utilize the Affordable Care Act Prevention and Public Health Fund. These proposals were also included in the FY 2026 budget and were ultimately rejected by Congress.

- **Proposed ACL Reorganization:**
  The budget again assumes that ACL would be transferred to the proposed

Administration for Children, Families and Communities (ACFC) as part of a broader Department of Health and Human Services reorganization first introduced in spring 2025. While ACL and ACFC have collaborated on administrative matters, Congress declined to approve the transfer in FY 2026, making approval of this proposal unlikely.

- **Legislative Proposal Related to the OAA:**
  The President's budget includes a proposal to remove the "right of first refusal" for units of local government when a state replaces an Area Agency on Aging (AAA) or designates a new Planning and Service Area (PSA). The stated rationale is to allow open competition for AAA designation. This proposal was also advanced during the first Trump Administration and did not receive broad support. The current bipartisan Older Americans Act reauthorization bill (**S. 2120**) does not include this provision.

Programs Proposed for Elimination or Major Reduction

The FY 2027 budget proposes eliminating or substantially reducing funding for the following programs:

- **AmeriCorps (Corporation for National and Community Service)**
  Proposed for elimination as part of efforts to reduce the size of the federal government.

- **Low-Income Home Energy Assistance Program (LIHEAP)**
  Proposed for elimination, with the Administration asserting that state policies prevent utility disconnections for low-income households.

- **Community Services Block Grant (CSBG)**
  Proposed for elimination as duplicative.

- **Community Development Block Grant (CDBG)**
  Proposed for elimination, citing concerns regarding targeting and effectiveness.

- **OAA Title V – Senior Community Service Employment Program (SCSEP)**
  Proposed for elimination. The program is administered by the U.S. Department of Labor.

- **Commodity Supplemental Food Program (CSFP)**
  Proposed for significant reduction, decreasing funding from approximately $551 million to $91 million. Remaining funds would be available through September 30, 2028, but are expected to be exhausted prior to that date.

Conclusion
It is important to note that the President's budget is **a policy blueprint**, not an appropriations or authorization measure. Congress must enact funding levels through

the appropriations process, which is now underway. As demonstrated during the FY 2026 cycle, Congress frequently does not adopt the Administration's proposed funding levels.

Attachments: none

Action Requested: ☒ Information Only ☐ Action Requested Below:

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

THROUGH: **CHRIS VERTREES, EXECUTIVE DIRECTOR**

FROM: **WILLIAM D. OSBORNE, AICP, COMMUNITY DEVELOPMENT PROGRAM MANAGER**

DATE: **MAY 7, 2026**

SUBJECT: **COMMUNITY DEVELOPMENT PROGRAM UPDATES**

Welcome Maria!
Please join us in welcoming **Maria Valles** to SEAGO as our **Community Coordinator**! She comes to us with strong interpersonal skills and a diverse background of work experience in business management and customer service. Since she started on March 16th, Maria has already been instrumental in helping Community Development streamline connections between project data processing and reporting. Ms. Valles also joined CD Program Manager Will Osborne in the field for the first round of CDBG public participation, and for labor standards interviews on several projects.

Graham County Housing Feasibility Study (Assessment & Strategy)
SEAGO will soon publish and distribute the completed and reviewed **2025 Graham County Housing Assessment & Housing Strategy**, likely the week before the Administrative Council meeting.

Better Cities Resilience Action Planning & Freeport McMoRan
The April 2026 Greenlee County Resiliency Planning Meeting featured Rick Merritt of Pollack & Company, the consultant hired by Freeport McMoRan to refresh the 2019 Greenlee County Housing Feasibility Study. Danielle Bouchever of StepUp Bisbee-Naco also featured to talk about housing rehabilitation. The next meeting of the Greenlee County Resiliency Planning group will be in-person on May 7, 2026.

Brownfields Assessment Grant (BAG)
SEAGO staff will be attending the **2026 Arizona Brownfields Conference April 29th & 30th, 2026** in hopeful preparation for a second round Brownfield Assessment Grant (BAG) to support our communities in improving reinvestment opportunities for previously developed properties.

Recreation Economy for Rural Communities (RERC) - Douglas
With planning assistance provided through an EPA-funded grant, the City of Douglas and community partners aim to build on the city's ongoing efforts in brownfield assessment and

redevelopment, incorporating strategies to address critical environmental challenges such as flooding and water scarcity, as they fuel tourism, support small business growth, and foster a vibrant recreation economy. Public participation will be a large factor in this effort. SEAGO CD Program Manager Will Osborne is lending his planning and economic development experience and insights toward building successes that might connect with other SEAGO communities.

WIFA Projects
The **Sweet Springs Community Mobile Home Park** in St. David has a licensed contractor under contract for work on improving the water system. SEAGO informed the contractor about Fair Labor Standards Act (FLSA) compliance requirements, and construction should begin within a month when materials arrive. **The City of Douglas Well #18 Equipping** (CoD 2026-PW-010) project will have SEAGO support in conduct of labor standards interviews and certified payroll review. The Well #18 project began on April 13, 2026.

City of Douglas Projects
On April 22, 2026, SEAGO began conducting labor standards compliance interviews and gathering documentation as contracted with the City of Douglas for the **West Douglas Utilities Expansion** (CoD 2026-PW-001) project

Another City of Douglas project, **Well #20 Drilling** (CoD 2026-PW-020), near the Cochise Community College – Douglas campus began on April 28, 2026, and SEAGO will be conducting labor standards compliance for this project as well.

HOME Owner Occupied Housing Rehabilitation Application
On March 30, 2026 ADOH issued a Notice of Funding Availability (NOFA) for $6M in Home Investment Partnership Program (HOME) funding for owner-occupied housing rehabilitation (OOHR) activities. According to the NOFA, projects that target very-low income population, manufactured housing, non-entitlement rural areas, and have leverage, organizational capacity and project readiness will score highest. SEAGO CD staff will meet with the City of Bisbee and StepUp Bisbee-Naco to assess the viability of a partnership application submittal of up to the maximum grant award of $825,000.

CD Program Staffing – Community & Economic Development Planner Recruitment
The CD Program Manager will be working with the Executive Director and Finance Manager in revisiting the Planner position to ensure alignment of duties, responsibilities and compensation with the integration of the Community Development Program and Economic Development Program.

Attachments: None

Action Requested: ☒ Information Only ☐ Action Requested Below

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

THROUGH: **CHRIS VERTREES, EXECUTIVE DIRECTOR**

FROM: **WILLIAM D. OSBORNE, AICP, COMMUNITY DEVELOPMENT PROGRAM MANAGER**

DATE: **MAY 7, 2026**

SUBJECT: **CDBG UPDATES**

CDBG Funding & Claw backing

Currently, funding remains obligated for past years. The Fiscal Year 2026 Budget for HUD passed, to include a budget for CDBG that through ADOH will allow for small increases in allocated amounts. ADOH has indicated that there is increased pressure from HUD to close-out projects that go dormant, or even stall.

Regional Account Updates

The **Town of Clifton** application for **Clifton Senior Center Improvements** awaits ADOH approval for $102,500 in funding. The proposed improvements would include addressing ADA-accessibility barriers on-site and within the buildings of the Senior Center. SEAGO will conduct the project environmental review once the CDBG application has been approved by ADOH. The Environmental Review Record (ERR) preparation for this project will include potential improvements in future phases.

The **City of Bisbee** will soon be procuring kitchen equipment as part of the **Bisbee Senior Center Improvements** (139-25) project. Summer 2026 is still the expected construction timeframe as materials needed by the awarded contractor to fulfill the scope of work and meet Build America, Buy America requirements are unavailable until then.

The **Town of Thatcher** has selected a contractor for the **High School Avenue Sidewalks & ADA Improvements** (100-26) project, which should soon have a pre-construction briefing to cover Fair Labor Standards Act and HUD Section 3 requirements immediately prior to issuance of a Notice to Proceed with construction.

The **Graham County Fairgrounds ADA Improvements** (112-26) project will hold a Bid Opening on May 4, 2026, after SEAGO Community Development (CD) staff assisted County staff in conducting the Pre-Bid Conference during a site visit.

SEAGO CD staff will be coordinating with **Santa Cruz County** staff to prepare a Bid Document for the **Pierson Park Improvements** (116-26) project to initiate construction procurement.

The public comment period on the Finding of No Significant Impacts (FONSI) and Notice of Intent to Request Release of Funds (NOIRROF) for the **Santa Cruz County Damon Recreation Complex Improvements** (SCC-2025-01) project for a set of tennis/pickleball courts located within a FEMA-designated floodplain will soon expire (04/30/26). The ADOH comment period will end on May 19, 2026, and the Release of Funds (ROF) may occur shortly afterward.

After publishing notices and holding their initial informational and citizen participation (P-2) public hearings, the four (4) FY2026 Regional Account (RA) CDBG communities will soon be making decisions about which projects they wish to pursue with Resolutions of Application. The communities will hold their decision-making (P-4) Public Hearings on the following dates:

Town of Huachuca City	May 14, 2026
City of Nogales	June 3, 2026
City of Safford	June 8, 2026
Town of Clifton	June 11, 2026

Colonias & State Special Projects (SSP) CDBG: Applications Require Prior Public Participation Records

This year's Regional Account (RA) communities, per the adopted 2025-2027 Method of Distribution (MOD) are already covered with regards of citizen participation for submitting competitive CDBG applications as well as their RA. The Notice of Funding Availability (NOFA) for Colonias and State Special Projects (SSP) CDBG is expected to drop soon.

Please contact us if you have reason(s) to believe there are shovel-ready projects that could qualify for Colonias and/or State Special Projects CDBG funding in your community. It is never too early to begin planning and putting together a timeline for public outreach and project scoping and cost estimating.

Attachments: None

Action Requested: ☒ Information Only ☐ Action Requested Below

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL

THROUGH: CHRIS VERTREES, EXECUTIVE DIRECTOR

DATE: MAY 7, 2026

SUBJECT: ECONOMIC DEVELOPMENT PROGRAM UPDATES

EDA PLANNING PROGRAM AND GRANT UPDATE

Our SEAGO Economic Development Administration (EDA) Partnership Planning grant application was due to the EDA by January 31, 2026. It has been submitted prior to the due date. The grant request was for $225,000 and will cover FY26 through FY28. We are expecting to get the notice of award in May.

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS)

The 2026-2030 CEDS needs to be delivered to the EDA by July 1, 2026. We kicked off public outreach efforts in January with a widely distributed SWOT survey to identify strengths, weaknesses, opportunities, and threats for each County. In addition, we hosted in-person public outreach meetings in Cochise, Graham, Greenlee and Santa Cruz Counties in January to collect additional data. In May there will be virtual meetings by County to review the SWOT data/analysis and to prioritize County-specific projects.

The draft CEDS will be made available to our Administrative Council in late May/Early June for review and comments.

BROWNFIELD COALITION GRANT

In 2023, SEAGO received a $500,000 Community-Wide Assessment Grant. Work began in May of 2024. This project has been very successful, and the funding received has been nearly depleted. As a result, SEAGO submitted a Brownfield Coalition Grant application to the EPA on January 27, 2026. The application is for $1.5 million. Coalition grants are generally limited to 3 primary partners. Cochise, Graham and Santa Cruz Counties will be primary partners. SEAGO will serve as the lead for Greenlee County. All towns and cities within each County can serve as secondary partners and will be eligible to participate in the project. In a meeting last week with the EPA, we were advised that award decisions will be delayed until June due to EPA staffing issues.

Action Requested: Information Only

ADMINISTRATIVE COUNCIL PACKET

MEMO TO: **ADMINISTRATIVE COUNCIL**

THROUGH: **CHRIS VERTREES, EXECUTIVE DIRECTOR**

DATE: **MAY 7, 2026**

SUBJECT: **TRANSPORTATION PROGRAM UPDATES**

This update will focus on changes involving the Rural Transportation Advocacy Council (RTAC). Kevin Adam left RTAC in early March. To bridge the gap until a new Executive Director is selected, the RTAC Board contracted with the Dorn Policy Group as the lobbyist to continue focusing on RTAC legislative priorities. Dorn was instructed to focus on 3 primary priorities:

1. The RTAC Priority Project Bill (HB2304).
2. Arizona SMART Program (HB2760)
3. Lobbying against HURF transfers to DPS.

A transition plan was adopted by the RTAC Board at their April meeting. This included an updated job description, updated salary scale, and pursuit of a hosting arrangement with the League of Arizona Towns and Cities.

Funding issues impacting the above priorities include full conformity with Federal tax law, cuts to Federal assistance programs, and a reduction in state revenues. As of the close of March 2026, General Fund revenues were $1.07 billion, which is 2.4% below March 2025. March collections were $19 million below the January baseline forecast.

April 17th was the final day for conference committee work in the State House and Senate. Legislative action has shifted to the floor. Time is quickly running out to reach out to your district legislatures and get their support for projects in the RTAC Priority Project Bill and to get their support for continued funding for the Arizona SMART Program. The AZ SMART Program has been very successful for the SEAGO Region as more than $20 million has been awarded to SEAGO jurisdictions since the start of the program. The program supports grant development, design activities and provides match assistance for Federal grants. However, funding for the program is nearly depleted and we need support to allow this critical program to continue.

I will be glad to answer any questions you may have at our meeting.

Action Requested: ☒ Information Only ☐ Action Requested Below