SEAGO Administrative Council Meeting Summary
May 7, 2026

The meeting convened to hear municipal and county updates, review administrative and financial items, and consider program staffing and grant developments. Members reported building-code adoptions, capital projects, budget work, grant applications, annexations, and local events; several jurisdictions noted vacancies and active procurement or construction timelines.

The committee recommended the FY2027 assessment schedule and CEGO budget to the executive board after approving mid-decade population-based dues adjustments (Graham County largest increase) and accepting an RTAC per-capita increase from $0.113 to $0.133; SEGO will cover 60% of the RTAC change and member agencies 40%. Financial reporting showed an ending reserve slightly over $2.4 million, available operating expenditures slightly over $2.5 million, and a usable fund balance of about $1.144 million; staff do not anticipate using reserves under current assumptions.

Governance and administrative actions passed: annual officer elections (Greg Volker as chair; vice-chair, secretary, treasurer re-elected), approval of a classification plan consolidating community and economic development managers into a single Community and Economic Development Program Manager with an Economic Development Planner hire, and approval of an IGA adding Santa Cruz County to the regional pavement assessment under the Vaisala contract for $9,200 (400 miles, 12 months). Two Advisory Council on Aging nominees from Nogales were recommended.

Program updates: Community Development reported multiple CDBG and brownfield activities, a May 15 owner-occupied rehab application, tighter ADOH compliance and reporting requirements, and the need for additional planner staff. Economic Development noted an EDA planning grant submitted in January with award notices expected imminently, CEDS work due July 1 with county-based virtual stakeholder presentations scheduled, and a planned dedicated Brownfields community planner for an anticipated ~$1.5M grant; Brownfields award timing now expected in late June. Transportation briefing covered ARTEC leadership transition, retention of DORM Policy Group for three lobbying priorities, and budget impacts including $23.1M proposed for Arizona SMART; staff warned three Nogales street projects face clawback risk in the current budget proposal.

Operations and IT: John Merideth reported delivered systems including phone call reporting, a Sego vehicle fleet checkout system (tracking checkouts, fuel, accidents, utilization, maintenance), a public registration/training portal launched March 1, and work in progress on a transit asset management system for 20 agencies and a TIP STBG ledger tracker (cgotip.org) for public viewing. The Area Agency on Aging reported a fully staffed case management team, active prevention programs, a six- to seven-month backlog for Medicare Extra Help applications, and federal budget risks to some programs.

Logistics: staff confirmed upcoming administrative council meeting dates (August 6 virtual; next regular meeting November 5), reminded participants to submit agenda items, and closed the meeting.

Chapters & Topics:

Opening, Quorum and Pledge
The meeting began with casual greetings and a reminder of the meeting time, followed by confirmation that a quorum was being established. The chair called the meeting to order and led the Pledge of Allegiance.
* A quorum was achieved and the meeting was called to order after roll call.

Roll Call and Instructions
Heather was asked to take attendance and invited entity representatives to provide updates as roll call proceeded. The chair signaled readiness to start the formal agenda after roll call.

Safford City Manager Recruitment
Eric Bejarano briefly updated attendees that Safford is conducting city manager interviews the next afternoon, that three finalists were named and he is one of them, and that the council expects to reach a hiring decision after an executive session on Monday night.
* Safford is finalizing city manager interviews tomorrow and expects a council decision after Monday’s executive session.

Cochise County Program Updates
Christine McLachlan outlined Cochise County’s building code update to 2024 I-codes, a contractor-focused three-minute survey closing June 18, targeted mid-July adoption, promotion requests to member jurisdictions, an affordable housing plan public meeting on June 11, Opportunity Zone nomination timing, and a brownfield revolving loan fund administered by BEC Environmental Inc. effective May 19.

* Cochise County is updating its building codes to the 2024 I-codes with a contractor-targeted outreach survey closing June 18 and planned adoption in mid-July.
* Cochise County will host a public meeting on its first affordable housing plan on June 11 at 5:30 PM.
* Cochise County has contracted BEC Environmental Inc. to administer a brownfield revolving loan fund; the contract is active May 19 and site nomination forms are available.

Nogales Interim Management and Projects

Steve Pauken reported he is interim Nogales city manager through mid-June, detailed recruitment for multiple department heads including city manager, HR, finance, public works, engineering and planning, described a late-start budget now being presented to mayor and council, and noted progress turning delayed, grant-funded projects into active construction.
* Nogales is operating with multiple interim or vacant department head positions and experienced a delayed budget process that is now being rolled out to the mayor and council.

Sierra Vista Planning and County Projects

Jeff Pregler described Sierra Vista's general plan update process—first public hearing occurred, Planning & Zoning will meet May 26, council review on June 11, and anticipated ballot placement in November—and noted recent completion of several multi-use paths and pending grant applications for further path projects.
* Sierra Vista completed most of a multi-use path loop and is pursuing additional grants for remaining gaps, with the general plan on track for council action June 11 and ballot placement in November.
* Green Bay County is undertaking a long-overdue rewrite of its planning and zoning ordinance with consultant support and aims for adoption around the next fiscal year.

Green Bay County and Douglas Development Updates

Derek Rapier reported Green Bay County's rewrite of its planning and zoning ordinance with outside consultants and related park and pavement projects and budget season activity. Ana Urquijo provided extensive Douglas updates: the two-port utility corridor with $19M raised and a $30M funding gap, ADOT/RAISE grant activity for $23.5M in commercial road work and safety improvements, Chino Road realignment tied to Highway 191, annexation efforts to the west, new commercial developments under construction, and a schedule of community events for Douglas's 125th anniversary that she will circulate.

* Douglas is advancing a utility corridor for a new commercial port of entry with $19M raised and a remaining $30M funding gap, and is pursuing a RAISE/ADOT grant for road reconstruction and safety projects.
* Ana Urquijo will distribute Douglas event calendar information to meeting participants.

Santa Cruz County status and chip seal
Jesus Valdez reported that Santa Cruz County is working on its budget and will start public outreach next week for a comprehensive plan, noting the county's mix of communities and that a spring chip seal program is underway for road maintenance.
* Santa Cruz County will begin public outreach next week for its comprehensive plan while proceeding with a spring chip seal program.

Benson updates and transition remarks
Conference room participants thanked prior speakers and transitioned to Greg Volker, who then outlined Benson's recent activities including adoption of the 2024 building code and an active search for a city planner amid uncertainty over a proposed aluminum recycling development that has regulatory approvals but has not committed to building in the city.
* Benson adopted the 2024 building code and is actively recruiting a city planner.

Grand County projects and funding
Dustin Welker reported that Bill Osborne provided CDBG support, bids were opened for an 18,000 square foot ADA sidewalk and parking project at the fairgrounds, a fairgrounds master plan and construction drawings are complete, and a bridge over Tally Wash is expected to finish in three to four months.
* Grand County received CDBG support and opened bids for an 18,000 sq ft ADA sidewalk and parking project at the fairgrounds.

Pima project portfolio and funding efforts
Vernon Batty described Pima's budget work sessions, an approximately eight-mile chip sealing at month's end, efforts to assemble five funding sources for a school road and stoplight including SBRC and a $1M contribution from Juan Ciscomani's office, RAISE and Transportation Alternatives applications, multiple recreation and pool upgrades with a ribbon cutting on the 23rd, a new library pad adjacent to a World War II memorial, and sewer work tied to ADOT resurfacing timelines.
* Pima is pursuing multiple funding sources, including SBRC and a $1M allocation from Juan Ciscomani's office, for a school road and stoplight project.

Kalamazoo Clifton budget and IT upgrades
Cindy Blackmore reported that budget season is underway, that a CDBG senior center upgrade and a bridge project are progressing toward bidding after easement resolution, the town replaced extremely outdated servers and procured new phones and professional IT support, refurbished the splash pad for Memorial Day weekend, and plans to begin a planning and zoning rewrite in July after budget season.
* The town completed major IT infrastructure upgrades, replacing outdated servers, getting new phones, and contracting professional IT support.

Wilcox development, grants, and staffing
Robert Kirschmann said Wilcox updated building codes effective April 1, is working on an affordable housing project using city-owned land, secured a water conservation grant enabling county collaboration, is using a brownfield grant to evaluate a capped landfill for potential parking, has active commercial and residential developments and event planning (including a balloon festival), received grants for pathways and pool-area improvements, and has posted a vacancy for a combined building inspector and code enforcement officer while using IGAs and retired staff to fill inspection needs temporarily.
* Wilcox is advancing affordable housing on city-owned land and is using a brownfield grant to evaluate a capped landfill for potential parking expansion.

Administrative business, approvals, and officer election
Staff present were announced, the board received no public comment, the consent agenda approving the February 5, 2026 meeting minutes passed by voice vote, and the council conducted its annual election of officers resulting in Greg Volker being elected chair with the vice chair, secretary, and treasurer continuing in their roles by unanimous vote.
* The administrative council approved the February 5, 2026 minutes and elected Greg Volker as chair unanimously.

Member assessments and population estimates
Chris presented required dues adjustments following the mid-decade 2025 population estimates and explained the resulting changes to the member assessment schedule, noting Graham County experienced the largest increase while most changes were limited. He also explained how RTAC assessment changes affect member agency obligations and how SEGO will subsidize a portion through transportation planning funds.
(451–469)
* The committee adjusted member dues based on 2025 mid-decade population estimates, with Graham County seeing the largest increase.

* RTAC assessments increased from 11.3 to 13.3 cents per capita, and SEGO will cover 60% of the increase through the transportation planning program.

Motion and vote — recommend assessment schedule
The committee asked for and received a motion and second to recommend approval of the FY2027 assessment schedule to the executive board, followed by a vote in favor of the recommendation. The motion carried and the recommendation will proceed to the executive board.
(470–486)
* The committee recommended approval of the FY2027 assessment schedule to the executive board.

Fiscal year 2027 fund balance (informational)
Staff provided an informational report on reserves showing a year-end balance slightly over $2.4 million, operating expenditures from the prior year of a little over $2.5 million, and a potential usable fund balance around $1.144 million; staff noted they did not expect to use reserves this year and highlighted pending grant awards that could change the budget. The committee was invited to ask questions; none were raised.
(487–499)
* The fund balance report shows an ending reserve of slightly over $2.4 million and a potentially usable balance of approximately $1.144 million after accounting for prior operating expenditures.
* Staff do not anticipate needing to use fund balance in FY2027 under the presented budget but will return with budget changes if grants (notably Brownfields) are awarded.

Fiscal year 2027 CEGO budget — presentation and vote
Dina presented the proposed FY2027 CEGO budget, noting member dues and RTAC adjustments and explaining that program managers developed program budgets and will be responsible for managing revenues and expenses. The committee moved, seconded, and voted to recommend the FY2027 budget to the executive board.
(500–529)
* The proposed FY2027 CEGO budget, incorporating population and RTAC adjustments, was recommended to the executive board.

Classification plan update — program consolidation
Chris recommended consolidating the standalone economic development program into a combined Community and Economic Development Program Manager role to improve efficiency, reduce duplication, strengthen grant competitiveness, and better align project timing; this requires eliminating the current economic development program manager position, adjusting salary

grade, and is expected to yield salary and benefit savings. The committee discussed and voted to recommend the classification plan update to the executive board.
(531–579)
* The committee recommended consolidating community and economic development into a single management position and eliminating the standalone economic development manager to improve efficiency and competitiveness.

Pavement assessment IGA with Santa Cruz County
Staff described the regional pavement assessment contract with Vaisala and explained Santa Cruz County's request to collect additional local miles under the existing contract; the proposed IGA covers 400 miles for $9,200 for 12 months, shifts only driving cost to the county, adds no extra cost to SEGO under the vendor contract, and has been reviewed by both attorneys. The committee moved, seconded, and voted to recommend the IGA to the executive board.
(580–609)
* The committee approved recommending an IGA to add Santa Cruz County to the regional pavement assessment for $9,200 for 400 miles for 12 months.

Advisory Council appointments, schedule, finance, and IT updates
Carrie reported two interested nominees from Nogales for Advisory Council on Aging vacancies and the committee voted to recommend their appointments. Staff reviewed the remaining meeting schedule including an August 6 virtual administrative council meeting, presented the quarterly finance statement for the quarter ending in March, and provided an IT update with website analytics referenced in the packet.
(610–651)
* Two nominees from Nogales were recommended to fill Advisory Council on Aging vacancies.
* The administrative council will meet virtually on August 6, and the committee reviewed quarterly finance and IT reports.

IT and Applications Update
John Merideth reviewed recent IT work including phone system reporting, screenshots of several apps in development, a Sego vehicle fleet checkout system launched January 1 that manages checkouts, fuel, accidents, utilization, and maintenance costs, and a registration portal and public-facing class training system launched March 1 that supports registration, cancellations, waitlists, and certificate storage and is gaining statewide traction. He also described an in-progress transit asset management system for 20 agencies, plans to give ADOT pre-audit access, other apps in

development including an IT asset management app and mobile app revamp, and a live TIP STBG ledger tracker available at cgotip.org intended for public viewing after TAC review.
* John Merideth summarized multiple new and in-development digital tools including a Sego fleet checkout system and a public-facing training registration portal.
* The transit asset management system will serve 20 regional transit agencies and is planned to allow ADOT pre-audit access to vehicle records.

Area Agency on Aging Programs and Operations
Carrie Vaughn summarized AAA activities including Celeste's advocacy trip to Washington, D.C., to present regional data and the AAA cost-effectiveness case, confirmation that the case management team is fully staffed after prior attrition, expansion of caregiver-burnout presentations, ongoing prevention classes and volunteer-supported ombudsman activities, and high call volumes with about 813 calls routed to case management and many Medicare and housing inquiries; she also raised concern about a six- to seven-month backlog for Medicare Extra Help applications that is harming beneficiaries and is being raised at the state level.
* The Area Agency on Aging's case management team is fully staffed after attrition and program activity is increasing across prevention, caregiver support, and referral lines.
* The AAA reported a six- to seven-month backlog for Medicare Extra Help applications that is causing financial strain for beneficiaries and is being elevated to the state.

Legislative and Funding Environment
Carrie provided a legislative update reporting that the President's FY2027 budget proposal calls for an approximate 10% reduction in non-defense discretionary spending and would eliminate or reduce programs such as LIHEAP and parts of the Older Americans Act, while preserving funding for State Health Insurance Programs and ADRCs, and cautioned that Congress often changes the proposed levels so outcomes remain uncertain.
* The FY2027 federal budget proposal would cut non-defense discretionary spending by about 10% and proposes eliminating or reducing several programs, though Congress historically modifies the President's proposal.

Community Development and CDBG Administration
William Osborne announced Maria Valles as a new hire supporting citizen participation, labor standards compliance, payroll and data streamlining, and fieldwork, summarized published and ongoing initiatives including the Graham County Housing Assessment and Better Cities resilience planning, reported wrapping the first Brownfield Assessment grant and awaiting a

collaborative second-round decision in June, described Douglas-area recreation-economy work and multiple active construction and water-system projects with ongoing labor-standards interviews, and reported intent to submit an owner-occupied housing rehab application by May 15 in partnership with Bisbee and to pursue additional staffing including a planner. He warned that ADOH plans stricter CDBG compliance and timeliness enforcement requiring more frequent reporting and reimbursement coordination, provided regional account procurement and project updates including expected ADOH clearance for Damon Recreation Complex by May 19 and public hearings and selections in June for 2026 regional accounts, encouraged communities with colonias to initiate public hearings and environmental reviews ahead of anticipated funding notices, and noted no colonia applications have yet been received this year.
* CEGO added Maria Valles to support community outreach, labor standards, and reporting improvements.
* CEGO will submit an owner-occupied housing rehab application by May 15 in partnership with the City of Bisbee for a potentially large award.
* ADOH will enforce CDBG timeliness and compliance more strictly, prompting CEGO to increase reporting and reimbursement coordination with communities.
* Damon Recreation Complex funding decision from ADOH is expected by May 19 and multiple public hearings and selections for the 2026 CDBG regional account cycle are scheduled in June.

Report wrap-up and transition
William Osborne finished his report and the group thanked him, establishing the transition to the next agenda item.

Economic Development Program — CEDS timeline and outreach
Chris briefed the council on the EDA planning grant submission and expectations for continued funding, confirmed the comprehensive economic development strategy (CEDS) is due July 1, and described planned county-based virtual presentations covering SWOT analysis and project prioritization with drafts to be circulated for review in late May or early June. He requested stakeholder input on the final document.
* The EDA planning grant was submitted in January and award notices are expected soon.
* The comprehensive economic development strategy (CEDS) is due to the EDA on July 1, with drafts to be distributed for review in late May or early June.

Brownfields coalition grant and staffing plans

Chris reviewed the Brownfields coalition grant status, including a recent EPA meeting and a revised expectation that award notices will arrive in late June; he noted Segal as the consultant with a three-partner limit, explained lead responsibilities for Greenlee County, and said the organization will hire a dedicated Brownfields community planner for the anticipated $1.5M grant while Melanie Green is supporting CEDS work in the interim.
* Brownfields coalition grant award timing shifted to late June after an EPA meeting, and the team will notify stakeholders when they receive the award notice.
* The Brownfields proposal limits primary partners to three with Segal as consultant; Greenlee County will be led by the organization but funding eligibility remains regional.
* The organization plans to hire a dedicated Brownfields community planner for the anticipated $1.5 million grant to avoid overloading existing staff.

Transportation program updates and state budget impacts
Chris reported on ARTEC changes following Kevin Adam's departure and the transition committee's work to recommend a new executive director, and said the DORM Policy Group was retained to lobby on ARTEC's priority bill, the Arizona SMART program, and opposing HEERF transfers to DPS; he summarized that the Republican budget includes $23.1M for Arizona SMART but omits R-TAC priority projects because of tax cuts and a 2.4% revenue decline, and he highlighted the risk of clawbacks to three Nogales street projects.
* ARTEC leadership changed (Kevin Adam departed), a transition committee is recommending a successor, and DORM Policy Group was retained for lobbying on three priorities.
* The Republican budget includes $23.1 million for the Arizona SMART program, but it omits R-TAC priority projects due to tax cuts and lower revenue projections.
* Three Nogales street projects are at risk of being removed from the budget, and outreach to the governor's office was recommended to prevent clawbacks.

Local project follow-up, staff announcements, and adjournment
Vernon Batty asked about Pima School Road funding; Chris said he did not see it in the Republican budget and urged outreach to Representative Gowan, noting Gowan's influence on such projects. The group confirmed administrative council meeting dates (August 6 virtual and November 5), asked for agenda items to staff, arranged logistics to send RSVPs and secure a college classroom for the next in-person gathering, and formally adjourned.
* Pima School Road was not found in the Republican budget and stakeholders were advised to press Representative Gowan for possible funding.

* The administrative council will meet on August 6 (virtual) and November 5, and attendees were asked to submit agenda items to staff.

Action Items:

* Meeting participants will promote Cochise County’s building code outreach survey to their city staff, contractors, or social channels as appropriate.
* Ana Urquijo will send the Douglas events calendar and related event details to the group.
* Conference room participant will present any awarded Brownfields grant and the associated project budget to the committee for acceptance and budget adjustment.
* Conference room participant will hire an Economic Development Planner reporting to William as part of the classification plan restructuring.
* William Osborne will present the Graham County Housing Assessment and Strategy to the Graham County Community Partnership Panel later this afternoon.
* William Osborne will submit an owner-occupied housing rehab application through the Arizona Department of Housing in partnership with the City of Bisbee by May 15.
* CEGO (William Osborne) will increase regular outreach to communities for performance reports and reimbursement coordination to meet ADOH timeliness and compliance expectations.
* City of Bisbee will procure kitchen equipment for its senior center improvements this week.
* CEGO (William Osborne and staff) will prepare bid documents and coordinate with Santa Cruz County staff for Pearson Park improvements procurement.
* CEGO will conduct public participation events and regional-account public hearings in Huachuca City, Nogales, Safford, and Clifton during May–June as part of the 2026 CDBG regional account cycle.
* Meeting participants will review the draft CEDS documents when they are distributed in late May or early June and provide input
* Chris will notify the group when the Brownfields award notice is received
* Chris will hire a Brownfields community planner if the coalition grant is awarded
* Steve Pauken will raise the Nogales project funding/clawback risk with the governor’s office during his Nogales visit
* Vernon Batty will continue outreach to Representative David Gowan to pursue funding for Pima School Road
* Conference room staff will send RSVPs and confirm the college classroom for the next meeting