

January 3, 2005

TO: Members of the MAG Regional Council Executive Committee

FROM: Mayor Keno Hawker, City of Mesa, Chair

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA FOR THE MAG REGIONAL COUNCIL EXECUTIVE COMMITTEE

Monday, January 10, 2005 - 12:00 noon
MAG Office, Suite 200 - Cholla Room
302 North 1st Avenue, Phoenix

A meeting of the MAG Regional Council Executive Committee has been scheduled for the time and place noted above. Members of the Committee may attend either in person, by telephone conference, or by video conference. If you have any questions, please contact me at (480) 644-2388 or Dennis Smith, MAG Executive Director, at (602) 254-6300.

Please park in the garage under the Compass Bank Building. Bring your ticket to the meeting, parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

Pursuant to Title II of the Americans with Disabilities Act (ADA), MAG does not discriminate on the basis of disability in admissions to or participation in its public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Denise McClafferty at the MAG office. Requests should be made as early as possible to allow time to arrange the accommodation.

TENTATIVE AGENDA

	<u>COMMITTEE ACTION REQUESTED</u>
1. <u>Call to Order</u>	
2. <u>Call to the Audience</u>	2. Information and discussion.
An opportunity will be provided to members of the public to address the Executive Committee on items not scheduled on the agenda that fall under the jurisdiction of MAG, or on items on the agenda for discussion but not for action. Members of the public will be requested not to exceed a three minute time period for their comments. A total of 15 minutes will be provided for the Call to the Audience agenda	

item, unless the Executive Committee requests an exception to this limit. Please note that those wishing to comment on action agenda items will be given an opportunity at the time the item is heard.

3. Approval of Consent Agenda

Prior to action on the consent agenda, members of the audience will be provided an opportunity to comment on consent items that are being presented for action. Following the comment period, Committee members may request that an item be removed from the consent agenda. Consent items are marked with an asterisk.

3. Approval of Consent Agenda

ITEMS PROPOSED FOR CONSENT*

*3A. Approval of the November 15, 2004 Executive Committee Meeting Minutes

*3B. Status Update on the June 30, 2004 Single Audit and Management Letter Comments, MAG's Comprehensive Annual Financial Report (CAFR) and OMB Circular A-133 Reports (i.e., "Single Audit") for the Fiscal Year Ended June 30, 2004

The public accounting firm of Deloitte & Touche LLP has completed the audit of MAG's Comprehensive Annual Financial Report (CAFR) and Single Audit for the fiscal year ended June 30, 2004. An unqualified audit opinion was issued on December 20, 2004 on the financial statements of governmental activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information. The independent auditors' report on compliance, with the requirements applicable to major federal award programs, expressed an unqualified opinion on the Single Audit. The Single Audit report indicated there were no reportable conditions in MAG's internal control over financial reporting considered to be material weaknesses, no instances of noncompliance considered to be material, and no questioned costs. No new or repeat Management Letter comments were issued for the fiscal year ended June 30, 2004. This item is on the January 5, 2005 Management Committee agenda. An update will be provided on any

3A. Review and approve the November 15, 2004 Executive Committee meeting minutes.

3B. Recommend acceptance of the MAG Comprehensive Annual Financial Report and Single Audit Report for the year ended June 30, 2004.

discussion or action taken by the Management Committee. Please refer to the enclosed material.

ITEMS PROPOSED TO BE HEARD

4. Discussion of the Development of the FY 2006 MAG Unified Planning Work Program and Annual Budget

Each year, the Unified Planning Work Program and Annual Budget is developed in conjunction with member agency and public input. The Work Program is reviewed each year by the federal agencies in April and approved by the Regional Council in May. To provide an early start in developing the Work Program and Budget, this presentation is an overview of MAG's draft Dues and Assessments for the FY 2006 Work Program. A draft budget production timeline is also being included. This item is on the January 5, 2005 Management Committee agenda. An update will be provided to the Executive Committee. Please refer to the enclosed material.

5. Update on the MAG Regional Report

At the November 15, 2004 Executive Committee meeting, an update was provided on potential facilities for the Regional Report Forum. The consensus of the Committee was to hold this event at the Arizona Club. Staff will provide an update on the planning process and the Regional Report.

6. Sales Tax Incentives for Retail Development

Since July, the Executive Committee has been discussing sales tax incentives and proposed revenue sharing agreements in the Valley. This issue is being monitored since it is anticipated that there will be legislative measures to preempt municipalities from using development incentives introduced during next year's legislative session. Executive Committee members have requested that a model resolution be brought to the Management Committee and Regional Council for discussion.

4. Information, discussion and input on the development of the Work Program and Annual Budget.

5. Information and discussion.

6. Information and discussion.

This item is on the January 5, 2005 Management Committee agenda for information and discussion. An update will be provided to the Executive Committee. Please refer to the enclosed material.

7. Annual Performance Review of the MAG Executive Director

The employment agreement entered into with the MAG Executive Director in January 2003 provided that the Executive Committee conduct an annual performance review in consultation with the Regional Council. On November 15, 2004, the Executive Committee approved moving forward with the evaluation survey for the MAG Executive Director's performance review. In addition, the Executive Committee requested that regional goals/work emphasis areas for FY 2006 be prepared. On November 18, 2004, the survey was sent to the members of the Regional Council to receive their input on the review. A survey was also sent to the members of the Executive Committee. The results of the completed surveys will be summarized and discussed by the members of the Executive Committee. The Executive Committee will also discuss and provide input on the regional goals/work emphasis areas for FY 2006.

The Executive Committee may vote to recess the meeting and go into executive session to discuss personnel matters relating to the MAG Executive Director's review and salary. The meeting may then be reconvened to take action regarding the review and make a salary determination. It is anticipated that the action of the Executive Committee would be presented to the Regional Council for ratification. The authority for such an executive session is A.R.S. § 38-431.03(A)(1).

8. Adjournment

7. Information, discussion and possible action to recess the meeting to conduct an executive session to discuss personnel matters relating to the MAG Executive Director's review and salary, and to reconvene the meeting for possible action on the review and salary of the MAG Executive Director. The Executive Committee will also provide input on the regional goals/work emphasis areas for FY 2006.