

MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
MAG REGIONAL COUNCIL EXECUTIVE COMMITTEE
March 18, 2019
MAG Offices, Cottonwood
302 N. 1st Avenue, Phoenix, Arizona

MEMBERS ATTENDING

# Mayor Gail Barney, Queen Creek, Chair	# Mayor John Giles, Mesa
# Mayor Mark Mitchell, Tempe, Vice Chair	# Mayor Kenn Weise, Avondale
# Mayor Jerry Weiers, Treasurer	# Mayor Thelda Williams, Phoenix
# Mayor Jackie Meck, Buckeye, Past Chair	

* Not Present

Participated by video or telephone conference call

1. Call to Order

Acting Chair Mark Mitchell called a teleconference meeting of the Executive Committee to order at 12:00 p.m.

2. Pledge of Allegiance

MAG Executive Director Eric Anderson led the committee in the pledge of the allegiance.

3. Call to the Audience

Instructions for Call to the Audience were read. No public comment cards were received.

4. Approval of the Consent Agenda

Acting Chair Mitchell stated that agenda items 4A through 4D were on the consent agenda for approval. Acting Chair Mitchell asked if any member of the committee would like to remove any item for discussion or would like a presentation on the consent items. No requests were made.

Mayor Barney moved to approve the consent items 4A through 4D. Mayor Williams seconded the motion and the motion carried unanimously. Those voting in favor via teleconference also included Mayor Giles, Mayor Mitchell, Mayor Weiers, and Mayor Weise.

4A. Approval of the February 19, 2019, Executive Committee Meeting Minutes

The Regional Council Executive Committee, by consent, approved the February 19, 2019, Executive Committee Meeting Minutes.

4B. Consultant Selection for the FY 2019 Laveen-South Mountain Transportation Study

The Regional Council Executive Committee, by consent, approved the selection of Matrix Design Group to conduct the Laveen-South Mountain Transportation Study for an amount not to exceed \$500,000. If negotiations with Matrix Design Group are not successful, that MAG pursue negotiations with its second choice, HDR Engineering Inc.

The Fiscal Year (FY) 2019 MAG Unified Planning Work Program and Annual Budget, approved by the MAG Regional Council in May 2018, includes \$300,000 for the Laveen-South Mountain Transportation Study. Through an agreement with MAG, The City of Phoenix and Maricopa County are each contributing an additional \$100,000 for the project. The total project budget is \$500,000. The purpose of the project is to identify transportation infrastructure for improving traffic circulation in the Phoenix Laveen and South Mountain villages that will help mitigate stress placed on the system from development and completion of Loop 202 (South Mountain Freeway). Three proposals from the firms AECOM, HDR Engineering Inc., and Matrix Design Group were received prior to the December 5, 2018, deadline. On January 31, 2019, the evaluation team met, reviewed proposals and recommended to MAG the selection of Matrix Design Group to conduct the Laveen-South Mountain Transportation Study for an amount not to exceed \$500,000. In addition, the evaluation team recommended that if negotiations with Matrix Design Group are not successful, that MAG pursue negotiations with its second highest scoring consultant, HDR Engineering Inc.

4C. MAG Intelligent Transportation Systems and Transportation Safety On-Call Services Consultant Selection

The Regional Council Executive Committee, by consent, approved of a list of qualified consultants for the MAG Intelligent Transportation Systems and Transportation Safety On-Call Services.

The Draft FY 2020 MAG Unified Planning Work Program and Annual Budget, anticipated to be considered by the MAG Regional Council in May 2019, includes a

number of projects to be executed in the areas of Intelligent Transportation Systems (ITS) and Transportation Safety. These projects will be executed through on-call consultant contracts with qualified consultants selected in seven areas of technical expertise. A request for qualifications was advertised on November 15, 2018. Two selection panels, made up of ITS Committee and Transportation Safety Committee members and MAG staff, evaluated the statements of qualifications and recommended the selection of a number of qualified consultant teams in each of the areas of technical expertise. On February 6, 2019, the MAG ITS Committee recommended approval of a ranked list of consultants in four areas of technical expertise. On February 19, 2019, the MAG Transportation Safety Committee recommended approval of a ranked list of consultants for three areas of technical expertise.

4D. Appointment of a MAG Economic Development Committee Business Member Position

The Regional Council Executive Committee, by consent, recommended approval of the appointment of Mr. Sasan Pouretezadi, Chief Strategy Officer for Economic Development and Strategic Partnership, as the Maricopa Community Colleges representative on the MAG Economic Development Committee.

The MAG Economic Development Committee (EDC) includes 15 Business Member positions that have two-year terms with possible reappointment by recommendation of the Executive Committee and approval of the MAG Regional Council. These business member positions consist of four education representatives, including a representative from Maricopa Community Colleges.

On February 25, 2019, a letter was received from Maricopa Community Colleges requesting that Mr. Randy Kimmens be replaced on the EDC by Mr. Sasan Pouretezadi, Chief Strategy Officer for Economic Development and Strategic Partnership.

The Executive Committee is requested to recommend Mr. Pouretezadi as the Maricopa Community Colleges EDC member. It is anticipated that the Regional Council will approve this recommendation at its March 27, 2019, meeting.

5. Policy and Technical Amendments to MAG Committees and Related Processes

Acting Chair Mitchell postponed the hearing of this item until the April 15, 2019, meeting of the MAG Executive Committee.

6. Discussion of the Development of the FY 2020/2021 MAG Unified Planning Work Program and Annual Budget

MAG Accountant Arminta Syed stated MAG is currently in the process of developing its Unified Planning Work Program and Annual Budget document for Fiscal Years 2020/2021. During this process, MAG updates member agencies monthly.

Ms. Syed indicated that in February, MAG staff was busy working on the narrative style sections of the program. The first draft of these sections was included in the meeting packet for review. In March, staff will be finalizing the amounts that will be inserted into the budget and will be presented for review in April. This also will be presented at a meeting of the Intermodal Planning Group, which is the Federal Transit Administration and Federal Highway Administration certified planning process, on April 11.

There were no questions or comments from membership.

7. Update on the June 30, 2018, Single Audit Report and MAG's Comprehensive Annual Financial Report

MAG Deputy Executive Director Amy St. Peter began discussion of the update on the June 30, 2018, Single Audit Report and Comprehensive Annual Financial Report (CAFR). Ms. St. Peter stated MAG takes its stewardship of finances seriously and is pleased to present the recently completed audit and CAFR for Fiscal Year 2018, which ended June 30, 2018.

Mr. Joshua Jumper, representing HeinfeldMeech, provided a brief overview, highlighting some of the main points and outputs of the audit. HeinfeldMeech was the accounting firm hired to perform the annual audit for Fiscal Year 2018. The CAFR opinion was unmodified for the financial statement, which is considered a clean opinion on the annual financial statement. In addition, HeinfeldMeech released two letters related to the single audit included in today's meeting packet. This includes a letter required under government auditing standards on MAG's internal controls in relation to financial reporting. Another letter was related to OMB uniform guidance compliance. He stated in that report, there was a material weakness noted over sub recipient monitoring. This is something that MAG management took corrective action on last fall. Mr. Jumper commented it was great to see timely action from MAG taken even prior to the report being issued. He indicated that included in the Single Audit was the schedule of expenditures and federal awards.

Mr. Jumper stated that new for the federal audit for June 30, 2018, was the implementation of Governmental Accounting Standard's Board (GASB) 75, which

included new requirements for MAG's Other Post Employment Benefit (OPEB) Liability related to MAG's participation in the Arizona State Retirement System. He commented HeinfeldMeech enjoyed a good working relationship with MAG Management and referred to a letter to the Regional Council that included required communication that states there were no disagreements, difficulties, or required adjustments with staff during the audit process. Also in the packet was a copy of an engagement letter signed at the beginning of the audit, a representation letter signed at the end of the audit, as well as a fraud protection checklist included in communication to all clients.

There were no questions or comments from membership.

8. Legislative Update

This item was not heard.

9. Request for Future Agenda Items

Acting Chair Mitchell asked if there were any requests for future agenda items. There were none.

10. Comments from the Committee

Acting Chair Mitchell asked if there were any comments from the committee. There were none.

Adjournment

Mayor Williams made a motion to adjourn the meeting. Mayor Weiers seconded the motion and the meeting was adjourned at 12:09 p.m. Acting Chair Mitchell advised that the next meeting of the Executive Committee would be held Monday, April 15, 2019.

Chair

Secretary