

**MINUTES**  
TOWN OF QUARTZSITE  
SPECIAL MEETING OF THE  
**HEALTH & DEVELOPMENT SERVICES BOARD**  
465 NORTH PLYMOUTH AVENUE  
**THURSDAY, NOVEMBER 19, 2015, 3:00 PM**

**CALL TO ORDER:** 3:08 p.m.

**INVOCATION:** Board Member Wilson said a prayer.

**PLEDGE OF ALLEGIANCE:** Board Member Timberlake led the pledge.

**ROLL CALL OF THE BOARD**

Chairperson: Sally Ford, present  
Board Member: Sue MacCracken, present  
Board Member: Rita Wilson, present  
Board Member: vacant

Vice Chairman: Elmer London, present  
Board Member: Suellen Pennington, present  
Board Member: Monica Timberlake, present

Town Manager Miller directed the record show that Board Member Ginnie Duffin resigned from the Board.

**APPROVAL OF MINUTES**

October 15, 2015

Board Member Pennington moved to approve the minutes and Vice Chairman London seconded the motion. The vote was unanimous. Motion Passed.

**BUSINESS**

- 1. Presentation of the Preliminary Recommendations from Moore & Associates, the Town's contracted Transit Planners, regarding Transit Service options for the Town of Quartzsite.**

Janet Collier, Quartzsite Transit Coordinator, gave a presentation of the 2015 Transit Feasibility Study listing the project goals that were met in determining what form of sustainable public transit service would best meet the community's needs.

- 2. Review of the recommendations from Moore & Associates and possible action to recommend a Transit Service option for the Town of Quartzsite to the Town Council.**

Town Manager Miller reviewed Moore & Associates' recommendations regarding the Town Transit System's Operational Needs and Administrative Needs, as listed in the 2015 Transit Feasibility Study.

There was a discussion of space availability and the “space available” basis in Operational Recommendation Number 2. A standardized priority scale to expand the local area dial-a-ride to include the general public was discussed.

The current transit policy regarding people that are not seniors or persons with disabilities. If they want a ride, and there is room, they can go, subject to change if an elderly or person with disabilities wants to ride.

Council Member Timberlake said the options do not mention a deviated fixed route. It was explained by Town Manager Miller and Transit Coordinator Collier that a deviated fixed route had been discussed before the study took place, and the results of the study did not indicate it as an appropriate option for Quartzsite.

Town Manager Miller said Operational Recommendation Number 1 is 5310, and Operational Recommendation Number 2 is 5311.

There was a discussion of the transportation needs of the vendors and possibly providing vendors with a bus route that stopped at businesses that could fulfill the vendors’ needs.

Board Member Timberlake moved to open the item to public discussion and Board Member Pennington seconded the motion. The vote was unanimous. Motion Passed.

Shanana Rain BearCat spoke to the Board advising them to remember that what they are reviewing are recommendations. She said the Board can make its own recommendation. She said transit for the vendors would do a lot for the Town’s image.

Town Manager Miller said the recommendation should be one that opens the Town’s Transit System to a wider ridership. He suggested the Board choose a foundation from the study and then recommend additions and changes from there.

Vice Chairperson London said he saw the options as potential goals.

Board Member MacCracken spoke about the winter visitors and the sites they could see using the transit.

Town Manager Miller said, within the scope, options can be investigated.

There was a discussion of changing options later within the scope of 5311, and many options including scenarios, destinations, and schedules for days, hours, and weeks were discussed.

Board Member Timberlake moved, and Board Member Wilson seconded the motion, to vote on forwarding the following recommendations to the Council, and the motion passed unanimously:

## OPERATIONAL RECOMMENDATIONS

1. Operational Recommendation Number 1 - Maintain status quo.

The Board said this is not responsible or feasible for the community; the Town needs to grow.

2. Operational Recommendation Number 2 - Expand local area Dial-a-Ride to include General Public on “space available” basis.

The Board said this operational recommendation has merit. The Board wants to maximize services to the community as a whole, and this is an opportunity to do that and secure a sustainable funding source (5311).

3. Operational Recommendation Number 3 - Implement limited-hour Saturday general public Dial-a-Ride service within Quartzsite on a 3 to 6 month trial basis.

The Board said Council should investigate the feasibility of this, perhaps with seasonal loops.

4. Operational Recommendation Number 4 - Establish “school year” local circulator

The Board said Council should investigate the feasibility of this operational recommendation without it encroaching upon the schools’ transportation. The Board had a concern regarding children under age 12 traveling without a parent or guardian. Liability issues were discussed. The Board also spoke of assisting high school age youth in coordinating with school transit and after school programs. The Board discussed the possibility of incorporating a vendor season circulator.

5. Operational Recommendation Number 5 – Establish “shared cost” limited-stop service between Quartzsite and Parker.

The Board said this was an opportunity for regional partnering with surrounding communities. They said it has merit, but feasibility will be determined on a case by case basis after communicating with partnering agencies.

6. Operational Recommendation Number 6 – Establish thrice weekly service to Blythe.

The Board said this was an opportunity for regional partnering with surrounding communities. They said it has merit, but feasibility will be determined on a case by case basis after communicating with partnering agencies.

7. Operational Recommendation Number 7 – Establish weekday service between Quartzsite and Lake Havasu City.

The Board said this was an opportunity for regional partnering with surrounding communities. They said it has merit, but feasibility will be determined on a case by case basis after communicating with partnering agencies.

8. Operational Recommendation Number 8 – Establish weekday service between Quartzsite and Yuma.

The Board said this was an opportunity for regional partnering with surrounding communities. They said it has merit, but feasibility will be determined on a case by case basis after communicating with partnering agencies.

#### ADMINISTRATIVE RECOMMENDATIONS

1. Administrative Recommendation – Increase marketing of transit services.

The Board said this administrative recommendation should be implemented to promote the service, inform the ridership and the community as a whole.

2. Administrative Recommendation – Coordinate service/schedule with Palo Verde Valley Transit Agency (PVVTA) (QS – Blythe).

The Board said this administrative recommendation should be implemented to promote the service, the ridership and the community as a whole.

3. Administrative Recommendation – Establish Travel Training program.

The Board said this administrative recommendation should be implemented.

4. Administrative Recommendation – Establish “Friends of Transit” fundraising effort to support Saturday service demonstration project.

3. **Discussion and possible action regarding making plans for the upcoming year and deciding what the Board would like to accomplish.**

Chairperson Ford suggested Item 3 be tabled to the next meeting.

Board Member MacCracken suggested the next agenda have an item regarding where the community goes during an emergency.

Transit Coordinator Collier suggested one day every month there be a Friends of Transit meeting.

Board Member Timberlake said would like to see the Board help with new Carewatch packages. She also said she would like to the Board get involved with the trails around Quartzsite.

Board Member Timberlake moved to continue Agenda Item 3 to the next meeting, and Board Member Pennington seconded the motion. The vote was unanimous. Motion Passed.

#### **REPORTS FROM BOARD**

Reports only.

Board Member Pennington asked that a time change to 3:30 p.m. to hold the meetings be listed on the Board’s next agenda.

## **REPORTS FROM STAFF**

### **Monthly Transit updates and statistical reports.**

Transit Coordinator Collier reported that one vehicle developed a transmission problem, was still under warranty at the time, and has since been repaired. She noted that the vehicle was back on the road. She advised the Board the Transit System is on schedule with the ADOT yearly inspections. She reported there are new riders, and rides are now being booked every half hour instead of every fifteen minutes. She stated the Transit System continues to work with La Paz County Transit to transport a rider to Parker three times a week for dialysis treatments.

Town Manager Miller spoke about the WACOG tokens. He said the Town has enough tokens for approximately 12 years based on the current rate of usage. He said the State Auditors found that the tokens are not a good accounting or budgetary practice. The same auditors will discuss the matter with WACOG as that entity was the initiator of the token plan.

Town Manager Miller discussed his ideas for using the tokens within WACOG's service region. He said the Town will approach WACOG with his ideas and let the Board know what WACOG's response is.

Shanana Rain BearCat suggested to the Board that it have Phil Cushman attend the next meeting about the VetToCEO program that is offering an entrepreneurship for the Transitioning Warriors Program starting Tuesday, January 5, 2016. She explained that it is a seven-week online program that is free for Veterans and current members of the military. She said she would put information regarding the program on social media. She said it would be beneficial to have the Board help with the health and welfare of the Veterans in the area.

### **Annual Financial Award Review.**

Town Manager Miller advised the Board that at the last Town Council meeting, Town staff and the Town Attorney were directed to modify the Town Code to streamline, explain, and update the process for the financial aid funding.

He said once the Town Code is updated, probably by the next H & D meeting, the Board would have the financial aid applications back before them.

## **CALL TO THE PUBLIC**

None.

## **ADJOURNMENT**

Board Member Timberlake moved to adjourn, and Vice Mayor London seconded the motion. The vote was unanimous. Motion Passed.

## **CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the meeting of November 19, 2015, of the Health & Development Services Board of the Town of Quartzsite, Arizona, held on November 19, 2015.

I further certify that the meeting was duly called and held and that a quorum was present.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
Miguel Castellanos, Deputy Town Clerk

On behalf of the Board,

Approved:

\_\_\_\_\_  
Sally Ford, Chairperson

DRAFT