

MINUTES
TOWN OF QUARTZSITE
SPECIAL MEETING OF THE COMMON COUNCIL
TUESDAY, APRIL 19, 2016, 1:00 PM

CALL TO ORDER: 1:05 p.m.

INVOCATION: None

PLEDGE OF ALLEGIANCE: Pledge of Allegiance led by Council Member Warner.

ROLL CALL:

Present: Mayor Foster, Vice Mayor Simpson, Council Member Kelley, Council Member Warner, Council Member Orgeron, Council Member St. Germain appeared by phone

Absent: Council Member Davidson.

STAFF PRESENT: Skylor Miller, Town Manager; Tina Abriani, Town Clerk; and Janet Collier, Transit Coordinator

GUEST PRESENTER: John Andoh, Transit Consultant

CALL TO THE PUBLIC:

Mr. Dan Heaton asked if the Council had reviewed a fee structure for the transit system, and if they had looked at a fee structure was a decision made. Mayor Foster directed Town Manager Miller to answer. Town Manager Miller said yes, there was a fee structure.

ADMINISTRATIVE ITEMS:

- 1. REVISED PUBLIC TRANSIT IMPLEMENTATION PLAN - Review and possible approval of the revised Quartzsite Transit Camel Express General Public Dial-A-Ride and Intercity Service Operations and Implementation Business Plan.**

Quartzsite's Transit Consultant John Andoh presented an overview of the proposed Camel Express Operations and Implementation Business Plan for the new transit system that will utilize Federal Transit Administration, Section 5311 funding beginning as early as July 1, 2016. This plan includes expanding the current dial-a-ride service, which is limited to eligible participants, into a general public dial-a-ride service on a space available basis.

The presentation included the proposed Camel Express logo and paint scheme for the buses.

Town Manager Miller added that Janet Collier, Transit Coordinator was working on a partnership with Salome High School to have Quartzsite's transit system pick up the

schoolchildren from their home and drop them off at a pick-up location for the Salome High School bus to pick-up the children and take them to Salome High School. In the late afternoons, this procedure would be reversed.

Town Manager Miller said that the Arizona Department of Transportation, ADOT, advised the Town that it could not charge the school for transportation services. Janet Collier and Town Manager Miller are now seeking an arrangement to exchange the transportation service for the schoolchildren for a donation of in-kind services, or an in-kind trade. Each student would pay a discounted fare.

Town Manager Miller said the Town's current transit budget was at \$105,000 for transit expenses. Of that \$105,000, approximately \$82,000 was General Fund dollars.

Town Manager Miller said that under the new program, the transit budget would be at \$270,000 for transit expenses. Of that \$270,000, approximately \$60,000 would be General Fund expenses.

Vice Mayor Simpson asked how long the commitment would be.

Town Manager Miller said ADOT had just moved to a two-year grant cycle, and if the Town does receive the requested funds, ADOT will have committed to those operating, administration and capital funds to the Town for two years at a time. He said that once the Town received the funds, it would be obligated to run the 5311 Program. He explained further that if the Town did not receive the grant funds, it would not be obligated to run the public transit system with the Town's funds.

Council Member Warner asked if the Town could go back to the 5310 Program, for the elderly and physically challenged, if, after two years, the Town applied for the 5311 Program grant funds and did not receive them.

Town Manager Miller responded that the Town could apply for 5310 Program grant funds.

Vice Mayor Simpson asked Town Manager Miller about his concern that the 2017 and 2018 budget years requires a commitment ahead for two years, because if ADOT funds the Town for two years, the Town will be locked in for two years.

The Town Manager said that what Vice Mayor Simpson said was true and that if the Town did accept the money it would be obligated to run the 5311 Program.

Vice Mayor Simpson said going forward with the new transit system was not part of prioritizing the needs of the Town, as it would be during a budget cycle. He expounded with there being so many things needed in the Town more than a transit system that could serve to benefit many more people, such as the sewer and the wells.

Town Manager Miller explained that by accepting the 5311 Program funding, should it be awarded, the Town would be freeing up \$20,000 a year of General Fund dollars to be expended on those other priorities.

Vice Mayor Simpson said that the Town Manager saw an extra \$20,000 in the General Fund for the sewer system, and in contrast, the Vice Mayor said he saw \$59,000 that could be used for the sewer system instead of it going to the transit system.

Town Manager Miller responded that the Town currently spends \$82,000 from the General Fund to operate the transit system that provides services restricted to the elderly and physically challenged. He said that equated to approximately only seventy-five people in Town. With the 5311 Program, the public would benefit from the community-wide service with savings to the General Fund.

Town Manager Miller said he believed that in the past, the Council had identified the need for a transit system.

The Mayor said that if the population does not use the public transit service it, could be stopped after the two years.

Council Member St. Germain asked what percentage of the total cost of the public transit system the Town would collect from the riders paying the fares in the next year. He also asked if the Town would use the General Fund to pay the difference between the fare collections and the Town's grant match money to ADOT.

John Andoh replied that \$8,000 is the estimated figure for fare revenue, and if enough money were not collection from the fares, the General Fund would be used to pay the difference. He said that \$7,000 to \$7,200 was received in prior years from the limited 5310 Transit Program.

Council Member Orgeron moved to approve the revised Quartzsite Transit Camel Express General Public Dial-A-Ride and Intercity Service Operations and Implementation Business Plan. **Council Member Kelley seconded** the motion. The vote was five ayes and one nay by Vice Mayor Simpson. **Motion Passed.**

2. **TITLE VI NON-DISCRIMINATION PLAN – Review and possible adoption, by resolution, of the updated Title VI Non-Discrimination Plan for the Quartzsite Transit Services. Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color, and national origin in programs and activities receiving federal financial assistance, the individuals who are covered by these protections, the entities that must follow this law, and how Title VI is enforced.**

The Mayor said the Title VI Implementation Plan adopted by Council from the past year was updated to concur with federal law. He said revisions were made to comply with new guidance from the Federal Transit Administration.

ADOT requested that the Title VI Non-Discrimination Plan include the schedule for regular Council Meetings, how often public transit meetings will be held, when the public transit meetings were held in the past, how often surveys would be distributed to the ridership,

sample documents translated into Spanish, and the date of Council approval of the Title VI Non-Discrimination Plan.

Town Manager Miller said he was asking that the Town adopt the Title VI Plan as amended.

Council Member Orgeron moved to adopt Resolution No. 16-02, the updated Title VI Non-Discrimination Plan for the Quartzsite Transit Services as amended. **Vice Mayor Simpson seconded** the motion. The vote was unanimous. **Motion Passed.**

3. **TRANSIT GRANT FUNDING – Review and possible adoption of a resolution to authorize the filing of a grant application for FTA Section 5311 funding, committing the necessary local match for the project and stating the assurance of the Town of Quartzsite to complete the project upon receipt of the FTA Section 5311 funding.**

John Andoh and Town Manager Miller spoke of the transit grant funding public hearing that was held the previous week.

Council Member Orgeron moved to approve Resolution No. 16-03 authorizing the filing of a grant application for FTA Section 5311 funding and committing the necessary local match for the project and stating the assurance of the Town of Quartzsite to complete the project upon receipt of the FTA Section 5311 funding. **Council Member Warner seconded** the motion. The vote was five ayes and one nay from Vice Mayor Simpson. **Motion Passed.**

Council Member Orgeron moved to adjourn, and **Vice Mayor Simpson seconded** the motion. The vote was unanimous. **Motion Passed.**

ADJOURNMENT: 1:30 p.m.

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special Meeting of April 19, 2016, of the Town Council of Quartzsite, Arizona, held on April 19, 2016.

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

DATED this 26th day of April 2016



Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:



Ed Foster, Mayor