

*It's in your hands ~
"Build a stronger community- shop locally"*

AGENDA



**WORK SESSION
MAYOR and COMMON COUNCIL
of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, # 106
WEDNESDAY, JANUARY 6, 2010
5:00 p.m. to 5:30 p.m.**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Discussion, consideration, and possible direction to staff relative to submitting an application to ADOT for funding assistance through their Federal Transit Administration Section 5304 program to fund a feasibility study for transportation planning in the amount of \$50,000 and direction to redirect funds to meet the Town's 20% match requirement of approximately \$10,000. Staff Resource: Ron Long**
- 5. Adjournment**

Posted by:

V Jones

Date/Time:

12-31-09

8:30 a.m

Note: Pursuant to A.R.S. §38-431.03.A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: January 6, 2009

Meeting Type: Work Session

Consent Agenda **Regular Business**

Reference Document:

Agenda Title (be exact): Discussion and possible direction to staff regarding application to ADOT for funding assistance through their Federal Transit Administration (FTA) Section 5304 program to fund a feasibility study for transportation planning as well as, re-direct earmarked monies to fund the study.

Purpose and Background Information:

During the August 18th Council meeting, Council expressed interest in the continued research of an alternate more effective transportation program to serve our citizens in lieu of the current Voucher Transit System. Subsequently, staff met with Northern Arizona Public Transportation Authority (NAIPTA) to discuss transit service options for Camp Verde.

In the meeting with NAIPTA, staff learned that there was a new opportunity to link with local transportation services in the event the Town was ready to pursue with sincere interest and monetary support. Representative Jeff Meilbeck with NAIPTA recommended that as a first step, the Town should conduct a feasibility study to identify service goals, objectives and profiles (i.e., days of operation, fare structures, hours of operation, frequency, etc.) as well as, users of the bus system and where they would need to go (i.e., medical, shopping etc.). Consequently, staff began research to find funding assistance to help mitigate the cost of a feasibility study. As a result, staff learned that ADOT, through their Federal Transit Administration (FTA) Section 5304 program, funds are available on a first-come, first-serve basis to provide an 80% federally funded grant with a 20% local match for such a study. By ADOT estimation, the study will be around \$50,000 to conduct, leaving the Town a required match of approximately \$10,000.

Staff would like to discuss and explain the information obtained from NAIPTA in regards to future transportation planning, as well as, discuss our recommendation for subsidizing the required match for the feasibility study.

Recommendation (Suggested Motion):

Move to direct staff to place on the next Regular Session Consent Agenda, approval to re-direct money that was previously earmarked from contingency funds in the amount of \$10,800 for LTAF II, to be used for the Town's 20% match for ADOT's 5304 program to conduct a feasibility study.

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund: N/A

Attorney Review: Yes No N/A

Attorney Comments: N/A

Submitting Department: Public Works

Contact Person: Ron Long

Action Report prepared by: Valerie House

MEMO

To: Mayor and Town Council Members

CC: Director Ron Long, Valerie House, Deborah Barber

From: Town Manager Michael Scannell

Date: 12/2/09

RE: Alternate transportation research – Discussion for a Work Session

During the August 18, 2009 Council meeting, Council approved an MOU to continue administration of the Voucher Transit System program. At that time there was some discussion as to the need to research an alternative transportation system that would better utilize LTAF II funds and provide a better, more effective means of transportation for our citizens.

Transportation is a critical issue in the Town of Camp Verde. When looking at the demographics of the Town, a percentage of our population is in need of transit services; specifically low income, elderly and disabled persons. These needs are not being met in our community. We believe it is important that the Town focus on the future and adequately identify the necessary tools needed to prepare in the planning process. Ron Long and Valerie House have been identifying those possible resources and would like to share the following information about an opportunity that would prospectively solve the Town's transportation inadequacy.

On November 3rd, Ms. House and Ms. Ranney met with Jeff Meilbeck, General Manager for Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) to discuss transit service options for Camp Verde. NAIPTA is a multi-county transit authority that coordinates with Northern Arizona University, the Cities of Cottonwood, Sedona, Flagstaff, as well as Yavapai and Coconino Counties. NAIPTA was formed in 2006 as the point source that coordinates these agencies by developing Service IGA's, procuring grants, marketing, and operations of the transportation facilities located in their adopted boundary. These existing transportation facilities include Flagstaff's Mountain Lift paratransit service, Sedona's RoadRunner paratransit service, Cottonwood's RoadRunner Express commuter service, NAU's Mountain Campus Transit and Cottonwood's CAT System.

Mr. Meilbeck explained that NAIPTA had just recently finished a five-year implementation plan that essentially provided a matrix of their tasks and responsibilities, including their goals to provide additional rural and urban connectivity to several service areas such as Camp Verde, the Village of Oak Creek and Rimrock/Lake Montezuma. He stated that the opportunity for Camp Verde to link to local transit services is available and possibly attainable, given the Town's sincere interest and monetary support. He recommended as a first step that the Town execute a feasibility study to identify service goals, objectives, service profiles (i.e., days of operation, fare structures, hours of operation, frequency, and potential route with bus stops), users of the bus system and where they would need to go (medical, shopping, etc.). Once we have collected this information, Council would review and decide whether or not to move forward by working with NAIPTA to secure a Service IGA and plan to budget for our proportional share of the associated

costs. Mr. Meilbeck has indicated that he would be glad to provide Council with a presentation explaining their services and the subsequent steps required of the Town.

In view of that, Ms. House has researched available grants to help mitigate the cost of the study, which average \$40,000 - \$60,000 to complete and apparently, ADOT provides funding assistance through their Federal Transit Administration (FTA) Section 5304. The 5304 program funds the feasibility study and also includes an application for the Town to be included on the FTA Section 5311 program (a program for rural transit bus systems and used by NAIPTA to procure their operational funding). It is an 80% federally funded grant with a 20 % local or Town match. By ADOT estimation, the study will be around \$50,000 and would require a Town match of approximately \$10,000.

Having said that, as resolution to our quest to find the money to subsidize this project, you might recall during the August 18th meeting, that Council had earmarked \$10,800 dollars from contingency funds to supplement the Voucher Transit System in case LTAF II did not fund this year. Advantageously, LTAF II did in fact fund this year's grant. It is staffs recommendation to re-direct the earmarked money to instead be used as the Town's match of \$10,000 to for the feasibility study.

As you can see, there is a lot of information involved in this process and staff would like the opportunity to meet with Council in a Work Session to discuss the numerous details and answer any questions you may have.