

AGENDA



**WORK SESSION
MAYOR and COMMON COUNCIL
of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, JANUARY 11, 2006
6:30 P.M.**

1. **Call to Order**
2. **Roll Call**

Discussion of the following:

3. **Discussion, consideration, and possible approval of a voucher transit system with Northern Arizona Council of Governments.**
4. **Presentation by representatives from engineering and environmental consulting firm Burgess and Niple on a feasibility and wastewater master plan along SR 260 from Steve Coury back to the Sanitary District boundary.**
5. **Presentation by representative(s) from the engineering and environmental consulting firm Shephard-Wesnitzer on a feasibility and wastewater master plan SR 260 from Steve Coury back to the Sanitary District boundary.**
6. **Review, discussion, and consideration of proposed changes to the Town Code.**
7. **Adjournment**

Posted by: J. Paulsen

Date/Time: 1-6-06 9:00AM

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.

STAFF REPORT

Council meeting of: January 11, 2005

Title: **Discussion, consideration, and possible approval of a voucher transit system with Northern Arizona Council of Governments.**

Budgeted Item: LTAF II funds are currently included in the budget for transit services.

Description of Item:

As directed by Council, staff has researched a transit voucher system. Previously Council and staff have discussed the Town operating a transit system until funding runs out. Currently, the Town has approximately \$41,700 remaining in LTAF II money to use for transit. The LTAF II money is not guaranteed because the amount available fluctuates from year to year. LTAF II funds are based on Powerball ticket receipts.

The Northern Arizona Council of Governments offers the ability, through a Memorandum of Understanding, to operate a transit voucher system for the Town. With such an agreement, NACOG would administer a voucher program with guidelines approved by the Council. NACOG currently administers a voucher program in the Tri-City area with Chino Valley, Prescott Valley, and Prescott participating.

Cost to the Town would be 15% of our LTAF II funds or approximately \$6,255. Essentially, the Town would pass its LTAF II funds and match to NACOG. NACOG would take 15% to pay for administering the program and the remaining funds would be used for vouchers. The program would remain in effect until funding is depleted. The Town could continue the program with future LTAF II money.

Summary:

There are many benefits to a voucher program administered by NACOG.

- Additional Town staff is not required – more money can go to those needing the service.
- NACOG qualifies residents who want to participate in the program based on Council approved guidelines.
- NACOG conducts all advertising for the program.
- NACOG qualifies service providers.
- Quarterly and Annual Reports of Service provided to Town that could be used as a feasibility study for a more traditional transit service.
- Encourages private enterprise for transit service providers such as taxi and shuttle service.
- Decreases liability to the Town's insurance if the Town is not operating a transit system.

Staff

Recommendation:

Staff recommends Council direct staff to bring back a draft Memorandum of Understanding with NACOG for a Camp Verde Transit Voucher Program with the following guidelines:

- An amount not to exceed \$75 per month is allocated to qualified participants.
- Participants pay \$2 co-pay per ride.
- Applicant must be a Camp Verde resident.
- Applicant must be in one of the following groups:
 - 55 years old or older, or

- Disabled and receiving disability payments, or
- Living in a household with income less than 150% of the federal poverty guidelines. (2005 - Family of 3 – annual income less than \$24,135.)
- Youth between the ages of 16 –21 (If less than 18, must have permission from parent.

Transportation will be provided for the following reasons/locations:

- Medical appointments – within Camp Verde and to Cottonwood Medical facilities.
- Work – within Camp Verde
- Basic Needs – Within Camp Verde
- Social Service Providers – within Camp Verde and in Cottonwood
- Education – within Camp Verde
- Job search – within Camp Verde

Attachments:

Yes. The following are attached as examples: Tri City Voucher System Rules and Responsibilities, Chino Valley Transportation Program Voucher Report, NACOG Voucher Transit System Application, and Memorandum of Understanding between NACOG and the City of Prescott.

Prepared by:

Wendy Escoffier

TRI CITY VOUCHER SYSTEM – 2005/2006
Cost Schedule / All Rides Require A Pick Up Fee

The following cost schedule lists the approved vendors' approximate costs (per person) for transportation

ALL RIDES REQUIRE A \$2 CO-PAY

Ace Cab/Prescott Paratransit, Inc – 445-1616

Minimum fare (includes 1st mile) \$4.25
Additional charge after 1st mile \$1.50 for each full mile, \$0.30 per 1/5 mile
Service in the Prescott, Prescott Valley and Chino Valley area.

American Red Cross – 776-1015

Within Prescott Area \$ 4.00 One Way
Prescott to PV \$ 7.00 One Way
Additional stops \$ 2.00 Each
Wheelchair assistance is available.

The Center Adult Day Care – 445-6384

We have handicapped accessible vans.
Fee for transportation service is \$7 each way.

City Bus – Prescott Transit Authority – 778-7978 (Call for Price Information)

Meditrans/Discount Cab - Total Transit – 771-7667 OR 1-866-407-4040

Regular charges
Cab \$ 2.85/pick-up
Cab/mile \$ 1.90
Wheel chair assistance available – call for rates

Neighbor To Neighbor – 775-6145 (Call for Price Information)

New Horizons – 772-1266 (Call For Price Information)

Prescott Valley – Prescott \$ 23.00 Round Trip
24 hours notice is required - All rates start from Prescott Valley. If start area is other than Prescott Valley call for rates. An additional stop within a city area is an additional \$ 5.00 charge.

TRI-CITY TAXI – 445-6500

Rates:
Prescott to Prescott \$6 one way
Prescott Valley to Prescott Valley \$7 one way
Prescott to Prescott Valley \$17 one way
Prescott Valley to Prescott \$17 one way
Chino Valley to Chino Valley \$12 one way
Chino Valley to Prescott/Prescott Valley \$23 one way

*****Participants must keep the voucher letter each month as an ID card for Tri-City Taxi*****

PRESCOTT TRANSPORTATION PROGRAM
Year-To-Date Voucher Report
07/01/05 to 06/30/06

	Jul-05	Aug-05	Sep-05	Oct-05	Nov-05	Dec-05	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	TOTAL TO DATE
Medical	493	450	565	543									2051
Basic Needs	271	350	313	411									1346
Job Search	42	76	68	118									306
Work	201	316	281	293									1091
Social Service	25	19	12	16									72
Counseling	37	24	33	32									128
Education	38	18	89	89									234
Rides Requested													
Monthly Totals	1107	1253	1361	1503	0	0	0	0	0	0	0	0	5224
# People Requesting													
Rides	248	220	241	236									946



Northern Arizona Council of Governments

Economic Workforce Development Division

221 N. Marina Street, Suite 201 • P.O. Box 2451 • Prescott, AZ 86302

PHONE: (928) 778-1422 • FAX: (928) 778-1756

VOUCHER TRANSIT SYSTEM APPLICATION

PLEASE PRINT:

LAST NAME: _____ FIRST NAME: _____

RESIDENCE ADDRESS: _____

Street City State Zip

Mailing Address (if different): _____

Street City State Zip

Do you want vouchers mailed to the above address? Yes No Will you pick up vouchers at NACOG? Yes No

PHONE: _____ SOCIAL SECURITY NO. _____

Circle answer - Do you live inside the city or town limits? Yes No Have you applied with NACOG? Yes No

Gender: Male Female Age Group: under 16 16-18 19-34 35-54 55+

PHOTO ID REQUIRED FOR ALL AGE GROUPS

VERIFICATION OF MONTHLY INCOME REQUIRED FOR APPLICANTS AGE 19 TO 54.

Number In Family At Home: _____ Referred By: _____

Gross Monthly Household Income: \$ _____ Source of Income _____

If income is below \$570, please explain _____

PURPOSE OF TRANSPORTATION

Enter the number of expected trips per month for all that apply:

_____	Medical Appointment(s)	_____	Basic Necessities (I.E., Groceries, Etc.)
_____	Work	_____	Job Search
_____	Counseling Appointment(s)	_____	Social Service Agency Appointment(s)
_____	Education		

CATEGORY

Check all that apply:

_____ Senior Citizen (55+)

_____ Youth (18 And Under)

_____ Individual Claiming Disability

_____ Low Income

REASON FOR LACK OF TRANSPORTATION: ___ No car ___ No Driver's License ___ Driver's License Suspended

Other (please explain) _____

I hereby attest that the information provided is true and correct to the best of my knowledge. I understand that any falsification of information will result in termination of my participation in this program.

Client Signature _____

Date _____

NACOG Authorization _____

Date _____



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KENNETH J. SWEET
Executive Director

TERI DREW
Regional Director

AUTHORIZATION AND RELEASE

I hereby authorize the Northern Arizona Council of governments (NACOG) to release and/or access information to assist in providing me with transportation.

I understand that the information I willfully provide, to exclude my name, shall be used in the reporting process to the State of Arizona-Department of Transportation (ADOT), Yavapai County and/or the city/town of my residence.

I and my family will hold NACOG harmless with respect to any information released and/or accessed and the result of this release/access.

I and my family hereby release NACOG and its affiliates from any liability resulting from the services rendered by this transportation program.

Client Signature

Date

In addition to the aforementioned, I understand that my child will not be supervised before, during or after transportation is provided and that I accept full responsibility for allowing my child to utilize privately owned transportation providers.

Parent/Guardian Signature

REQUIRED IF CLIENT IS UNDER AGE 18

Date

NACOG Verification

Date

Revision 02/03

VOUCHER TRANSIT SYSTEM
SELF-CERTIFICATION FORM

Please complete the information below.

NAME: _____

If you have had no income, please explain how you have been able to provide for your basic needs.

If you are unemployed, please complete the following and check all that apply:

I have been unemployed since _____.

_____ My unemployment insurance has expired.

_____ I am not eligible to receive unemployment insurance at this time.

_____ I have a health problem that keeps me from working.

_____ I am seeking FULL TIME employment.

I attest that the above information is true and accurate and understand that the above information, if misrepresented or incomplete, may be grounds for an ineligible determination for this program.

Client Signature

Date

MEMORANDUM OF UNDERSTANDING
Between Northern Arizona Council of Governments-
Economic/Workforce Development Division
and the
City of Prescott, Arizona

General Provisions

I) Introduction - Purpose of Memorandum of Agreement

This Memorandum of Understanding (MOU) is made and entered into by and between the Northern Arizona Council of Governments - Economic Workforce Development, hereafter referred to as NACOG, and the City of Prescott, hereafter referred to as the City.

The purpose of this MOU is to establish an agreement between NACOG and the City concerning their respective rights and responsibilities for the development and implementation of a voucher transit system, or VTS, which shall serve the area including the City of Prescott, the City of Prescott Valley and the City of Chino Valley, hereafter referred to as the Tri-City area.

All parties agree to coordinate and collaborate their efforts in mutual planning and implementation to ensure that each area benefits from this service. The vouchers shall be issued to residents of the City to be used for travel only within the Tri-City area. Residents of the City will pay a \$2.00 co-payment per service provided.

II) NACOG - Authorities and Responsibilities Expressly Implied

1. Fiscal Agent: NACOG will act as the fiscal agent for the VTS being responsible to receive and disperse funds.
2. Eligibility: NACOG will establish eligibility screening which conforms to the requirements set forth. Income level shall be based primarily on current income information provided by the State of Arizona.
3. Reporting: NACOG will collect data regarding all VTS users to include residency, origination, user name, eligibility category, age, income level as appropriate, and destination. This information will be compiled and reported to the City on a quarterly basis.

4. Records Management: NACOG will prepare and maintain all records relating to the VTS for the duration of this agreement. Records will be released to the City, upon request, at the termination of this agreement.
5. Staff: NACOG shall select and employ staff in order to provide project supervision and direct client services. This staff shall also perform administrative services as applicable.
6. Compensation: NACOG will receive a 15% administrative fee for performing all duties set forth herein.
7. Contributions: NACOG, when applicable, will make available other resources to VTS recipients.

III) Services to be provided

It is understood and agreed upon by all parties that this agreement is the result of collaboration between the Tri-City area and NACOG. NACOG will develop and implement the VTS program, per the following guidelines:

1. Funds will be distributed based on residency not on origination/destination of travel, i.e., the residency or a recipient shall determine the allocation of funds from the respective Tri-City area VTS budget.
2. Transportation originations and destinations will be limited to the Tri-City area only.
3. Eligibility includes youth, elderly (55 or older), developmentally disabled and low income adults.
4. Special needs clients and unaccompanied youth will be given transportation only when appropriate accessibility and safety precautions can be provided.
5. Clients deemed eligible will be given vouchers based on a monthly expenditure budget for each city of residency. The vouchers will be given out on a first come first serve basis beginning on the 1st on each month.
6. Transportation will be provided only by approved vendors.

7. NACOG may, as the City has requested, authorize processing of vouchers by select organizations as may be deemed appropriate. Said organizations will be required to comply with all record maintenance procedures set forth by NACOG to facilitate the reporting process. NACOG reserves the right to withdraw on-site voucher processing from any organization which does not comply with required procedures.
8. The City agrees that NACOG shall not be held accountable in the event of abuse by another organization utilizing on-site voucher processing. Neither shall payments be denied for services rendered by providers in good faith.

IV) Assignment of this amended agreement

This agreement is not assignable in whole or in part by NACOG without the express written permission of the City.

V) Term of this agreement

The City and NACOG agree that this agreement will become effective upon execution by signature and continue in effect until June 30, 2006. Any modification or termination of this agreement by the City or NACOG must be requested, in writing, 30 days prior to desired modification or termination.

VI) Conflict of Interest

Pursuant to A.R.S. Section 38-511, the City may cancel this agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the agreement on behalf of the City is, at any time while the agreement or any extension of the amended agreement is in effect, an employee or agent of any other party to the agreement with respect to the subject matter of the agreement. In the foregoing event, the City further elects to recoup any fee or commission paid on behalf of the City from any other party to the agreement arising as a result of this agreement.

VII) Signatures

This Memorandum of Understanding shall constitute the entire amended agreement of both parties and is executed upon

signature.

Passed, Approved, and Adopted by the Mayor and Council of the City of Prescott this ____ day of _____, 2005.

Rowle Simmons, Mayor

ATTEST:

Marie L. Watson, City Clerk

Pursuant to A.R.S. Section 11-952(D), the foregoing agreement has been reviewed by the undersigned attorney for the City of Prescott, who has determined that the agreement is in proper form and is within the powers and authority granted under the laws of this state to the City of Prescott.

John R. Moffitt, City Attorney

Teri Drew
NACOG – Regional Director
Economic/Workforce Development Division

STAFF REPORT

Council Meeting of: January 11, 2006

Title: Presentation by representative(s) from the engineering and environmental consulting firm Burgess and Niple on a feasibility and wastewater master plan along SR 260 from Steve Coury back to the Sanitary District boundary.

Is This a Budgeted Item: N/A

Description of Item: Currently the Town of Camp Verde does not have sewer service along SR 260. To plan for this infrastructure we should begin with a complete study of the project.

Comments: The feasibility study and master plan will serve as a planning guide for upgrading, improving and expanding the SR 260 sewer infrastructure to meet existing and proposed levels of service and reliability that will require facilitating the areas planned growth for a 20 year planning horizon.

Staff Recommendation: None

Attachments: Yes X No

Prepared by: Bill Lee

STAFF REPORT

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Prepared by: Bill Lee