



## REQUEST FOR BOARD ACTION

ITEM NO: 1.

**DATE OF MEETING:** June 4, 2012

**REQUESTED BY:** Valeria N. Sutton, Transportation Coordinator, Pender Adult Services/  
Pender Transit

**SHORT TITLE:** Public Hearing and Resolution Approving the Grant Application and Authorizing the Grant for the Rural Operating Assistance Program (ROAP) Operated by Pender Adult Services (PAS) for FY 2012-2013: \$158,559.

**BACKGROUND:** Pender Adult Services (PAS) acts as Transportation Coordinator for Pender County. They operate the MV Transit Bus which provides transportation around Pender and New Hanover County. Patrons of this service pay \$3 each way for their transportation within the County and \$8 each way for transportation outside of Pender County.

This service is **available to all residents of Pender County**. PAS subsidizes the cost of this program by approximately \$60,000 annually from their operating budget; however, the varying fuel costs have impacted this program directly.

Funds are budgeted under the NC Department of Transportation that requires a public hearing be held prior to authorizing this action.

The programs included in the Rural Operating Assistance Program application are:

1. Elderly & Disabled Transportation Assistance (EDTAP) Program provides operating assistance for the public transportation of elderly and disabled citizens.
2. Employment Transportation Assistance Program provides operating assistance for the public transportation of persons with employment related transportation needs.
3. Rural General Public (RGP) Program provides operating assistance for the public transportation of persons living in non-urban areas of the county.

**SPECIFIC ACTION REQUESTED:** The Board of Commissioners is requested to hold a public hearing to take public comment on this action, which has been properly advertised; and to authorize and approve the submission of the Rural Operating Assistance Program (ROAP) FY 2012-13 Application by Pender Adult Services.

**COUNTY MANAGER'S RECOMMENDATION**

Respectfully recommend approval.

  
Initial

**RESOLUTION**

**NOW, THEREFORE BE IT RESOLVED** by the Pender County Board of Commissioners that

authorization is approved for Pender Adult Services to submit a grant application to the NC Department of Transportation in support of state funding for the Rural Operating Assistance Program (ROAP) for Fiscal Year 2012-13 in the amount of \$158,559. The Chairman/County Manager is authorized to execute any documentation necessary to implement this resolution.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS

YEA VOTES: Brown \_\_\_\_\_ Tate \_\_\_\_\_ Rivenbark \_\_\_\_\_ Ward \_\_\_\_\_ Williams \_\_\_\_\_

\_\_\_\_\_  
George R. Brown, Jr., Chairman      06/04/2012  
Date

\_\_\_\_\_  
ATTEST      06/04/2012  
Date

**CERTIFIED STATEMENT**  
**FY 2013**  
**RURAL OPERATING ASSISTANCE PROGRAM**  
County of Pender

**WHEREAS**, the state-funded, formula-based Rural Operating Assistance Program (ROAP) administered by the North Carolina Department of Transportation, Public Transportation Division provides funding for the operating cost of passenger trips and for other transportation services for counties within the state;

**WHEREAS**, the county uses the most recent transportation plans (i.e. CTSP, CTIP, LCP) available and other public involvement strategies to learn about the transportation needs of agencies and individuals in the county before determining the sub-allocation of these ROAP funds;

**WHEREAS**, the county government or regional public transportation authorities created pursuant to Article 25 or Article 26 of Chapter 160A of the General Statutes (upon written agreement with the municipalities or counties served) are the only eligible recipient of Rural Operating Assistance Program funds which are allocated to the counties based on a formula as described in the Program Guidelines included in the ROAP application. NCDOT will disburse the ROAP funds only to counties and eligible transportation authorities and not to any sub-recipients selected by the county;

**WHEREAS**, the county finance officer will be considered the county official accountable for the administration of the Rural Operating Assistance Program in the county, unless otherwise designated by the Board of County Commissioners;

**WHEREAS**, the passenger trips and transportation services provided with ROAP funds must be accessible to individuals with disabilities and be provided without discrimination on the basis of national origin, creed, age, race or gender (FTA C 4702.1A, FTA C 4704.1, Americans with Disabilities Act 1990); and

**WHEREAS**, the period of performance for these funds will be July 1, 2012 to June 30, 2013 regardless of the date on which ROAP funds are disbursed to the county.

**NOW, THEREFORE, by signing below, the duly authorized representatives of the County of Pender North Carolina certify that the following statements are true and accurate:**

- The county employed a documented methodology for sub-allocating ROAP funds that involved the participation of eligible agencies and citizens. Outreach efforts to include the participation of the elderly and individuals with disabilities, persons with limited English proficiency, minorities and low income persons in the county's sub-allocation decision have been documented.
- The county will advise any sub-recipients about the source of the ROAP funds, specific program requirements and restrictions, eligible program expenses and reporting requirements. The county will be responsible for invoicing any sub-recipients for unexpended ROAP funds as needed.
- The county will monitor ROAP funded services routinely to verify that ROAP funds are being spent on allowable activities and that the eligibility of service recipients is being properly documented. The county will maintain records of trips and services for five years that prove that an eligible citizen was provided an eligible service or trip on the billed date, by whatever conveyance at the specified cost.
- The county will be responsible for monitoring the safety, quality and cost of ROAP funded services and assures that any procurements by subrecipients for contracted services will follow state guidelines.
- The county will conduct regular evaluations of ROAP funded passenger trips and transportation services provided throughout the period of performance.

- The county will only use the ROAP funds to provide trips when other funding sources are not available for the same purpose or the other funding sources for the same purpose have been completely exhausted.
- The county assures that the required matching funds for the FY2013 ROAP can be generated from fares and/or provided from local funds.
- The county will notify the Mobility Development Specialist assigned to the county if any ROAP funded services are discontinued before the end of the period of performance due to the lack of funding. No additional ROAP funds will be available.
- The county will provide an accounting of trips, services and expenditures in semi-annual reports to NCDOT – Public Transportation Division or its designee.
- Any interest earned on the ROAP funds will be expended for eligible program uses as specified in the ROAP application. The County will include ROAP funds received and expended in its annual independent audit on the schedule of federal and state financial assistance. Funds passed through to other agencies will be identified as such.
- The county is applying for the following amounts of FY 2013 Rural Operating Assistance Program funds:

State-Funded Rural Operating Assistance Program	Allocated	Requested
Elderly & Disabled Transportation Assistance Program (EDTAP)	\$64,711	\$64,711
Employment Transportation Assistance Program (EMPL)	\$17,796	\$17,796
Rural General Public Program (RGP)	\$76,052	\$76,052
<b>TOTAL</b>	<b>\$158,559</b>	<b>\$158,559</b>

WITNESS my hand and county seal, this \_\_\_\_ day of \_\_\_\_, 20\_\_.

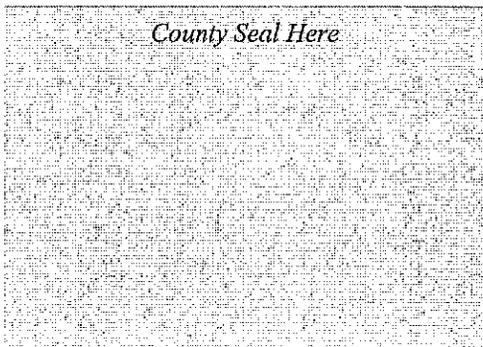
\_\_\_\_\_  
Signature of Board of County Manager/Administrator

\_\_\_\_\_  
Signature of Board of County Commissioners Chairperson

\_\_\_\_\_  
Printed Name of County Manager/Administrator

\_\_\_\_\_  
Printed Name of Chairperson

State of North Carolina County of



\_\_\_\_\_  
Signature of County Finance Officer

\_\_\_\_\_  
Printed Name of County Finance Officer

## Public Hearing Notice

This is to inform the public of the opportunity to attend a public hearing on the proposed Rural Operating Assistance Program (ROAP) application to be submitted to the North Carolina Department of Transportation no later than **June 20, 2012** by the county of **Pender**. The public hearing will be held on **June 4, 2012** at **4:00pm** at the commissioners meeting in the **Pender Public Assembly Room**, located at **805 S. Walker St., Burgaw, NC 28425**. **Pender Transportation** will provide auxiliary aids and services under the ADA for disabled persons who wish to participate in the hearing. Anyone requiring special services should contact Valeria N. Sutton, **Transportation Coordinator**, as soon as possible so that arrangements can be made.

The programs included in the Rural Operating Assistance Program application are:

1. Elderly & Disabled Transportation Assistance (EDTAP) Program provides operating assistance for the public transportation of elderly and disabled citizens.
2. Employment Transportation Assistance Program provides operating assistance for the public transportation of persons with employment related transportation needs.
3. Rural General Public (RGP) Program provides operating assistance for the public transportation of persons living in non-urban areas of the county.

The period of performance for Rural Operating Assistance Program funds is July 1, 2012 through June 30, 2013. The FY2013 individual program totals are:

<b>PROGRAM</b>	<b>TOTAL</b>
EDTAP	\$64,711
EMPL	\$17,796
RGP	\$76,052
<b>TOTAL</b>	<b>\$158,559</b>

This application may be inspected at Pender Adult Services, Inc. in the **Transportation Office**, located at **901 S. Walker Street, Burgaw, NC 28425** from 8:00 am to 3:00 pm, Monday through Friday.

Written comments should be directed to Valeria N. Sutton, **Transportation Coordinator**, before **June 1, 2012**.

*Note: The public hearing notices must be published at least once, not less than seven (7) days and not more than fourteen (14) days before the scheduled public hearing. This notice must be published in Spanish if the county has 1000 or more persons that speak Spanish at home, and have limited English proficiency. A list is provided in Appendix B of the ROAP State Management Plan. An original copy of the published Public Hearing Notice must be attached to a signed Affidavit of Publication. Both the Public Hearing Notice and the Affidavit of Publication must be submitted with the Rural Operating Assistance Program application.*