



Northern Arizona Intergovernmental Public Transportation Authority

3773 N. Kaspar Drive • Flagstaff, AZ 86004 • 928-679-8900 • FAX 928-779-6868 • www.naipta.az.gov

NOTICE AND AGENDA OF PUBLIC MEETING AND POSSIBLE EXECUTIVE SESSION OF THE TRANSIT ADVISORY COMMITTEE (TAC) OF THE NORTHERN ARIZONA INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the TAC of the Northern Arizona Intergovernmental Public Transportation Authority (“NAIPTA”) and to the general public that the TAC will hold a meeting on:

Thursday, June 4, 2015
10:00 am
NAIPTA Conference Room
3773 N. Kaspar Drive
Flagstaff, AZ 86004

Unless otherwise noted, meetings held in the Conference Room are open to the public. This is a WEB BASED meeting. Members of the Transit Advisory Committee may attend in person, by telephone or internet conferencing. Public may observe and participate in the meeting at the address above.

The TAC may vote to hold an executive session for the purpose of obtaining legal advice from NAIPTA’s attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3). The executive session may be held at any time during the meeting. Executive sessions are not open to the public, pursuant to Arizona Open Meeting Law.

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Clerk of the Board of Directors at 928-679-8922 (TTY Service 800.367.8939). Requests should be made as early as possible to allow time to arrange the accommodation.

The agenda for the meeting is as follows:

1. CALL TO ORDER
2. ROLL CALL AND INTRODUCTIONS
3. APPROVE TAC MINUTES FROM 4/2/2015
4. CALL TO THE PUBLIC

The public is invited to speak on any item or any area of concern that is within the jurisdiction of the NAIPTA TAC. The TAC is prohibited by the Open Meeting law from discussing, considering or acting on items raised during the call to the public, but may direct the staff to place an item on a future agenda. Individuals are limited to a five-minute presentation.



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5. TAC AGENDA

a. **DISCUSSION / ACTION ITEMS:**

i. TAC ELECTION OF OFFICERS

-Rhonda Cashman, Clerk of the Board

Staff recommends the Transit Advisory Committee elect officers for FY2016.

6. REVIEW OF THE DRAFT BOARD BUSINESS AGENDA

The TAC will review the draft board business agenda and discuss staff reports to provide recommendations to the Board.

a. **DISCUSSION / ACTION ITEMS:**

i. ADOPT THE FY2016 BUDGET

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors adopt the FY2016 budget of \$18,669,478 as reviewed at joint meeting in May 2015. The budget supports operation of Mountain Line and Mountain Lift on behalf of City of Flagstaff, Mountain Link on behalf of City of Flagstaff/Northern Arizona University, and Mountain Lift Taxi Voucher Program and Vanpool Program on behalf of Coconino County.

ii. BOD ELECTION OF OFFICERS

-Rhonda Cashman, Clerk of the Board

Staff recommends the Board of Directors elect officers for FY2016.

iii. MEETING CALENDAR REVIEW

-Rhonda Cashman, Clerk of the Board

Staff recommends the Board of Directors review and provide direction regarding the FY2016 Meeting Calendar.

iv. ADOPT UPDATED TITLE VI CIVIL RIGHTS PROGRAM

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors adopt the updated Title VI Civil Rights Program Section 1: Title VI Notice to the Public to correct Exhibit 1 Notices and Locations.

v. APPROVE NAIPTA REPAIR AND SERVICE AGREEMENT

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors approve a Repair and Service Agreement that NAIPTA can use with other government entities and non-profit agencies to provide repair and maintenance service of the vehicle Braun Lift (wheelchair lift).



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- vi. NAIPTA DISADVANTAGED BUSINESS ENTERPRISE PROGRAM AND GOALS
-Heather Dalmolin, Administrative Director
Staff recommends the Board of Directors approve a Disadvantaged Business Enterprise Program and Goals with an overall goal of X% and a race neutral goal of X%.
- vii. TRANSIT TAX DIRECTION FROM MAY 21, 2015 JOINT MEETING
-Erika Mazza, Interim General Manager
Staff recommends the Board of Directors provide NAIPTA staff with direction on a Work Plan for the Transit Tax Initiative.
- viii. DISPOSAL OF TWO SURPLUS PARATRANSIT VEHICLES
-James Wagner, Operations Director
Staff recommends the Board of Directors approve the donation of two end of service life vehicles to Flagstaff Shelter Services, Inc.
- ix. APPROVE REVISED COMPENSATION AND CLASSIFICATION MANUAL
-Heather Dalmolin, Administrative Director
Staff recommends the Board of Directors approve the revised Compensation and Classification Manual as an outcome of the Market Wage and Compensation plan review.

b. CONSENT ITEMS:

- i. APPROVE RENEWAL OF NAIPTA LIABILITY INSURANCE FOR FY2016
-Heather Dalmolin, Administrative Director
Staff requests the Board of Directors approve the purchase of general liability, auto liability, and excess coverage insurance from Aon Risk Services, Inc. at a cost not to exceed the budgeted funds of \$254,704.
- ii. ADOPT THE FY2016 EQUAL EMPLOYMENT OPPORUNITY (EEO) PROGRAM AND ADOPT EEO WORKFORCE GOALS
-Heather Dalmolin, Administrative Director
Staff recommends the Board of Directors adopt the Equal Employment Opportunity (EEO) Program and Workforce Goals as required for compliance with Federal Transit Administration (FTA) regulations.
- iii. SECOND AMENDMENT TO THE CARTER OIL BULK FUEL CONTRACT
-James Wagner, Operations Director
Staff recommends the Board of Directors approve the Second Amendment to an existing contract with Carter Oil Company for bulk fuel purchase in the amount not to exceed \$645,000 with a contract end date of June 30, 2016.



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c. PROGRESS REPORTS:

- i. AUGUST 2 SERVICE CHANGE UPDATE
-Jacki Lenners, Marketing Manager
- ii. GENERAL MANAGER'S PROGRESS REPORT
-Erika Mazza, Interim General Manager
 - Representative Ann Kirkpatrick's Visit on April 24th
 - Community Transportation Association of America (CTAA) Conference, May 31-June 5, 2015
 - Federal Funding Status Update

ITEMS FROM COMMITTEE AND STAFF:

7. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS
The next TAC meeting will be July 2, 2015 and will be a WebEx meeting based in Flagstaff in the NAIPTA VERA Conference room, 3773 N. Kaspar Dr., Flagstaff, AZ 86004 at 10am. The public is invited to attend. July agenda items will include but not be limited to the Public Hearing for Closing the Public Comment Period, 5307 and 5339 Grant Applications, Personnel Policy Update, and possible New Performance Measures. The July agenda will be available for review on NAIPTA's website and at NAIPTA's public posting places (listed on the NAIPTA website) at least 24 hours prior to the meeting, and should be consulted for a list of items that will come before the TAC.
8. ADJOURNMENT



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