



# Northern Arizona Intergovernmental Public Transportation Authority

3773 N. Kaspar Drive • Flagstaff, AZ 86004 • 928-679-8900 • FAX 928-779-6868 • www.mountainline.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, May 5, 2016  
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 4/7/2016
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. Comments relating to items on the agenda will be taken at the time the item is discussed. 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 FY2017.

## 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. **CONSENT ITEMS:**

All matters under Consent Agenda are considered by the Board of Directors to be routine and will be enacted by a single motion APPROVING THE CONSENT AGENDA. If discussion is desired on any particular consent item, that item will be removed from the consent agenda and will be considered separately. All items on the Consent Agenda with financial impact have been budgeted.

#### i. ADVERTISING POLICY REVISION – ELECTRONIC CIGARETTES

-Jacki Lenners, Marketing Manager

Staff recommends the Board of Directors approve a revision to the Advertising Policy to include electronic cigarettes (e-cigarettes) and related products in the list of Excluded Advertising categories, under the tobacco section.

### b. **DISCUSSION / ACTION ITEMS:**

#### i. SECOND AMENDMENT TO WOODSON ENGINEERING AND SURVEYING, INC. CONTRACT FOR THE BUS STOP MOBILITY IMPROVEMENTS PROJECT

-Anne Dunno, Capital Project Manager

Staff recommends the Board of Directors approve and authorizes the second amendment to the Woodson Engineering & Surveying, Inc. contract in an amount not to exceed \$24,900 for the Bus Stop Mobility Improvements project.

#### ii. AWARD OF RFP 2016-106 FOR THE BUS STOP MOBILITY IMPROVEMENTS PROJECT

-Anne Dunno, Capital Project Manager

Staff recommends the Board of Directors award RFP 2016-106 for the Bus Stop Mobility Improvements project to Woodruff Construction.

#### iii. COCONINO COMMUNITY COLLEGE PILOT PASS PROGRAM

-Jacki Lenners, Marketing Manager



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Staff recommends the Board of Directors approve a Pilot Pass Program with Coconino Community College (CCC), allowing all Faculty, Staff, and Students to ride the entire Mountain Line system fare-free for a nine-month period.

### c. PROGRESS REPORTS:

- i. UPDATE ON FLAGSTAFF SHELTER SERVICES VEHICLES  
-Kate Morley, Mobility Planner
- ii. AWARD RFP 2016-100 AND APPROVE CONTRACT FOR SERVICES WITH TRANSITFARE AND SYSTEMS, LTD  
-Heather Dalmolin, Administrative Director
- iii. REGIONAL TRANSPORTATION PLAN STEERING COMMITTEE UPDATE  
-Jeff Meilbeck, CEO and General Manager
- iv. TRANSIT TAX RENEWAL UPDATE  
-Jeff Meilbeck, CEO and General Manager
- v. SUMMARY OF CURRENT EVENTS  
-Jeff Meilbeck, CEO and General Manager

### EXECUTIVE SESSION – BOARD ONLY

Executive sessions are closed to the public.

The Board will consider a motion to convene an executive session pursuant to A.R.S. § 38-431.03 (A)(1) for the following purpose:

- 1. CEO and General Manager Contract and Compensation Package Negotiation. ARS 38-431.03(A)(1).

Following the conclusion of the Executive Session, the Board will reconvene the public meeting.

### d. DISCUSSION / ACTION ITEMS:

- i. CEO AND GENERAL MANAGER'S CONTRACT AND COMPENSATION PACKAGE  
-Richard Payne, NAIPTA Board Chair  
The Board of Directors may take action regarding the CEO and General Manager's contract and compensation package.



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## ITEMS FROM COMMITTEE AND STAFF:

### 7. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

The next TAC meeting will be June 2, 2016 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. June agenda items will include but not be limited to Budget Adoption, Equal Employment Opportunity (EEO) Program, Meeting Calendar Review, Bus Stop Amenities Project, Kinney Construction Services (KCS) Change Order #7, Employee Related Expenses (ERE) Rates, Line of Credit, General Liability Insurance, Annual Contract Renewals and Personnel Policy Manual Update. The June 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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