



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, June 2, 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 5/5/2016
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.



Getting you where you want to go





Northern Arizona Intergovernmental Public Transportation Authority

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

5. 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. SUMMER 2016 SERVICE ENHANCEMENTS PUBLIC HEARING, CONCLUDE PUBLIC COMMENT PERIOD AND ADOPT SERVICE CHANGES

-Alicia Becker, Transit Planner

Staff recommends the Board of Directors: 1) Conduct a public hearing to hear final comment on the proposed service enhancements for Summer 2016; 2) Review public comments regarding the proposed service enhancements for Summer 2016 operations; and 3) Close public comment period opened March 23, 2016; and 4) Adopt the implementation of the proposed service changes.

ii. ADOPT THE FY2017 BUDGET

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors adopt the FY2017 budget of \$15,637,143 as reviewed at April meetings. 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 on behalf of City and County, and the Vanpool Program on behalf of Coconino County and City of Winslow.

iii. ADOPT 3 YEAR EQUAL EMPLOYMENT OPPORTUNITY (EEO) PROGRAM AND ADOPT EEO WORKFORCE GOALS

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors adopt the Equal Employment Opportunity (EEO) 3 Year Program and Workforce Goals as required for compliance with Federal Transit Administration (FTA) regulations.

iv. MEETING CALENAR REVIEW

-Rhonda Cashman, Clerk of the Board

Staff recommends the Board of Directors review and provide direction regarding the FY2017 Meeting Calendar.

v. CHANGE ORDER NO.1 FOR BUS STOP MOBILITY IMPROVEMENTS PROJECT

-Anne Dunno, Capital Project Manager

Staff recommends the Board of Directors approve Change Order No. 1 to the existing Woodruff Construction contract in an amount not to exceed \$384,390 for the Bus Stop Mobility Improvements Project.



Getting you where you want to go





Northern Arizona Intergovernmental Public Transportation Authority

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

b. 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. AWARD OF RFP #2016-108 AND APPROVAL OF CONTRACT FOR BUS STOP AMENITY FABRICATION, INSTALLATION AND REHABILITATION

-Anne Dunno, Capital Project Manager

Staff recommends the Board of Directors Award RFP #2016-108 for Bus Stop Amenity Fabrication, Installation & Rehabilitation and approve contract to Southwest Fabrication, LLC for amount not to exceed (NTE) \$225,000.

ii. APPROVE RENEWAL OF NAIPTA LIABILITY INSURANCE FOR FR2017

-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 \$298,250.

iii. THIRD AMENDMENT TO THE CARTER OIL BULK FUEL CONTRACT

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors approve the Third Amendment to an existing contract with Carter Oil Company for bulk fuel purchase in the amount not to exceed \$375,000 with a contract end date of June 30, 2017.

c. PROGRESS REPORTS:

i. MOUNTAIN LINE AND MOUNTAIN LIFT RIDER SATISFACTION SURVEYS

-Jacki Lenner, Marketing Manager

ii. SUMMARY OF CURRENT EVENTS

-Jeff Meilbeck, CEO and General Manager

- Transit For All Grant

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).

Getting you where you want to go





Northern Arizona Intergovernmental Public Transportation Authority

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

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.

ITEMS FROM COMMITTEE AND STAFF:

6. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

The next TAC meeting will be July 7, 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. July agenda items are to be determined. 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.

7. ADJOURNMENT



Getting you where you want to go

APTA
• 2013 •
NAIPTA

America's

BEST

Transit

System