



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, October 5, 2017
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 9/7/2017
4. CALL TO THE PUBLIC



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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.

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. **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. APPROVE AND ADOPT UPDATED PURCHASING POLICIES

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors approve and adopt an updated Purchasing Policy to provide direction to staff on these activities that complies with the regulations of local, state, and federal agencies.

b. **DISCUSSION / ACTION ITEMS:**

i. APPROVE THE FY2017 ANNUAL REPORT

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors approve the FY2017 Annual Report and authorize staff to submit the report to the State of Arizona and partner agencies as required in the Master IGA.

ii. APPROVE APPLICATION AND EXECUTION OF FEDERAL TRANSIT ADMINISTRATION (FTA) GRANT APPLICATION 6743-2018-001

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors approve and authorize execution of FTA application 6743-2018-001 totaling \$3,982,199 for projects to



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include operations assistance, the passenger shelter program, and a portion of the Downtown Connection Center project.

- iii. APPROVE APPLICATION AND EXECUTION OF FEDERAL TRANSIT ADMINISTRATION (FTA) GRANT APPLICATION 6743-2018-002
-Heather Dalmolin, Administrative Director
Staff recommends the Board of Directors approve and authorize execution of FTA application 6743-2018-002 totaling \$3,616,887 for portion of the Downtown Connection Center project.
- iv. 2017 FEDERAL TRANSIT ADMINISTRATION (FTA) TRIENNIAL REVIEW CLOSEOUT REPORT
-Heather Dalmolin, Administrative Director
Discussion only.
- v. NAIPTA'S 2017 DRAFT 5-YEAR TRANSIT PLAN
-Erika Mazza, Deputy General Manager
The Board may take action to provide direction to staff on the 5-Year Transit Plan.
- vi. MOUNTAIN EXPRESS PROGRAM RENEWAL
-Erika Mazza, Deputy General Manager
Staff recommends the Board of Directors approve a five-year Service Agreement with Snowbowl Resort Limited Partnership in an amount ranging from \$36,000 to \$46,000.
- vii. PARTNERSHIP OPPORTUNITY EXPLORATION WITH NORTHERN ARIZONA UNIVERSITY (NAU)
-Jeff Meilbeck, CEO and General Manager
Staff recommends the Board consider adopting a Scope Statement related to exploring partnership opportunities with NAU.
- viii. NAIPTA SUCCESSION PLAN
-Jeff Meilbeck, CEO and General Manager
Staff recommends the Board of Directors consider and discuss a proposed succession plan.
- ix. EMPLOYEE SATISFACTION SURVEY
-Jeff Meilbeck, CEO and General Manager
No action is being recommended but the Board may direct staff to modify the survey instrument or methodology.



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c. PROGRESS REPORTS:

i. NAIPTA JOB ORDER CONTRACTING

-Anne Dunno, Capital Project Manager

ii. PAPERLESS TAXI VOUCHERS

-Kate Morley, Mobility Planner

iii. SUMMARY OF CURRENT EVENTS

-Jeff Meilbeck, CEO and General Manager

6. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

November/December Working Agenda

Strategic Workplan

The next TAC meeting will be November 2, 2017 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. November agenda items will include but not be limited to Mountain Line Financial Projections and Quarterly Performance Report. The November 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



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