



Northern Arizona Intergovernmental Public Transportation Authority

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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, April 4, 2019
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. SAFETY BRIEFING



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4. APPROVE TAC MINUTES 3/7/2019

5. 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.

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. **PROGRESS REPORTS:**

i. UPDATE ON TRANSIT GUIDELINES

-Estella Hollander, Mobility Planner

ii. FY2019 BUS STOP SHELTER REPLACEMENT

-Wade Forrest, Facilities Manager

iii. SUMMARY OF CURRENT EVENTS

-Erika Mazza, CEO and General Manager

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. CONSIDER AN INTERGOVERNMENTAL AGREEMENT (IGA) WITH NORTHERN ARIZONA UNIVERSITY (NAU) AND COCONINO COUNTY FOR SHARED USE AT FORT TUTHILL

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors: Approve an intergovernmental agreement (IGA) by and between NAIPTA, Northern Arizona University



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(NAU) and Coconino County for shared use of Coconino County parking area at Fort Tuthill for Commercial Drivers' License (CDL) training and testing course.

c. DISCUSSION / ACTION ITEMS:

i. REVIEW FY2020 BUDGET MESSAGE

-Erika Mazza, CEO and General Manager

The Board may provide direction, but there is no recommendation from staff at this time.

ii. CONSIDER THE FLAGSTAFF METROPOLITAN PLANNING ORGANIZATION (FMPO) AND NAIPTA COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN

-Estella Hollander, Mobility Planner

Staff recommends the Board of Directors adopt the FMPO & NAIPTA Coordinated Public Transit -Human Services Transportation Plan.

iii. CONSIDER RFP 2019-106 FOR JOB ORDER CONTRACTING SERVICES – HORIZONTAL CONSTRUCTION OF TRANSIT FACILITIES ASSOCIATED WITH BUS STOPS

-Anne Dunno, Capital Project Manager

Staff recommends the Board of Directors: Award RFP 2019-106 to Kinney Construction Services, Inc. (KCS) and SWP Contracting & Paving as follows; 1) Approve contracts for Job Order Contracting Services: Horizontal Construction of Transit Facilities Associated with Bus Stops; and 2) Authorize NAIPTA CEO & General Manager to execute to Job Orders in amount not to exceed \$226,000.

iv. CONSIDER THE CITY OF FLAGSTAFF LICENSING AGREEMENT FOR THE DOWNTOWN CONNECTION CENTER

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors: 1) Approve the City of Flagstaff Licensing Agreement for the continued use of the transit improvements constructed in 2009 for the purpose of the Downtown Connection Center and 2) Authorize the CEO and General Manager to execute the Agreement.

v. CONSIDER PROCLAMATION FOR GET ON BOARD DAY

-Jacki Lenner, Marketing Manager

Staff recommends the Board of Directors: Read and Adopt the Get on Board Day Proclamation that complements the joint proclamation



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scheduled to be approved by the Flagstaff City Council and Coconino County Board of Supervisors in April.

vi. UPDATE ON THE BUS RAPID TRANSIT (BRT) PROJECT

-Bizzy Collins, Transit Planner

The Board may provide direction, but there is no recommendation from staff at this time.

vii. UPDATE ON THE DOWNTOWN CONNECTION CENTER (DCC) RELOCATION

-Anne Dunno, Capital Project Manager

Staff is seeking guidance from the Board on additional information needed to make a site selection decision and next steps for agency and public engagement.

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)(3), (4) and (7) for the following purpose:

1. Discussion and consultation with NAIPTA's attorney for legal advice and with NAIPTA's attorney and designated representatives of NAIPTA in order to consider its position and instruct its representatives regarding negotiations for the purchase of real property. ARS 38-431.03(A)(3), (4) and (7).

And A.R.S. § 38-431.03(A)(1) and A.R.S. § 38-431.03(A)(4) for the following purpose:

2. CEO Performance Review and Benchmarks

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

ITEMS FROM COMMITTEE AND STAFF:

7. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

May/June Working Agenda

Strategic Workplan

The next meeting will be the Joint Board and TAC meeting on Wednesday,

May 15, 2019 in the NAIPTA Training Room, 3825 N. Kaspar Dr., Flagstaff, AZ



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86004. Parking will be at 3773 N. Kaspar Dr., Flagstaff, AZ 86004. Lunch will be served. The public is invited to attend. May agenda items will include but not be limited to Governance and Rules of Order Discussion, Budget Presentation, Kaspar/Route 66 Intersection IGA Amendment, Winslow Regional Request and a possible executive session for DCC Site Selection/Analysis and the CEO Review and Benchmarks. The May 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 Board and TAC.

The next TAC meeting will be June 6, 2019 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 FY2020 Budget Adoption, FY2020 Board and TAC Officer Elections, FY2020 Calendar Review, Consider 3 Contracts for Kaspar Intersection, Award 3rd Year Contract to AECOM, Annual Contract Renewals for Fuel and General Liability Insurance, Line of Credit, Personnel Policy Updates, Mountain Express Close Out/Survey Results and the Never Rider Survey Results. 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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