



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, August 1, 2019
10:00 am
NAIPTA Training Room
3825 N. Kaspar Drive
Parking at 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 MINUTE



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4. APPROVE TAC MINUTES 6/6/2019

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. **DISCUSSION / ACTION ITEMS:**

i. REVIEW FINANCIAL MANAGEMENT PLAN

-Heather Dalmolin, Administrative Director

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

ii. CONSIDER DEVELOPING A PROCUREMENT RESOLUTION

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors direct the NAIPTA CEO and General Manager to develop an annual Procurement Resolution for future procurement awards and contract authorizations related to the approved fiscal year budget and approved Grant Resolution.

iii. CONSIDER DEVELOPING A DELEGATION OF AUTHORITY RESOLUTION

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors direct the NAIPTA CEO and General Manager to develop a Delegation of Authority Resolution for future agreements with partner and government agreements that do not exceed \$100,000 per fiscal year.

iv. CONSIDER AN INTERGOVERNMENTAL AGREEMENT (IGA) WITH THE FLAGSTAFF DOWNTOWN BUSINESS ALLIANCE, COCONINO COUNTY, AND CITY OF FLAGSTAFF

-Erika Mazza, CEO and General Manager



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Staff recommends the Board of Directors: 1) Approve entering into an intergovernmental agreement (IGA) with the Flagstaff Downtown Business Alliance, Coconino County, City of Flagstaff for a Downtown Vision and Action Plan; and 2) Authorize execution of the IGA by the CEO and General Manager.

v. REVIEW FY2020 MARKETING PLAN

-Jacki Lenner, Marketing and Communications Manager

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

b. PROGRESS REPORTS:

i. REPORT ON FARE STRATEGIES STUDY

-Heather Dalmolin, Administrative Director

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

-Bizzy Collins, Transit Planner

iv. SUMMARY OF CURRENT EVENTS

-Erika Mazza, CEO and General Manager

EXECUTIVE SESSION

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

1. CEO Performance Review ARS. 38-431.03(A)(1) and (4).
2. 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).

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

ITEMS FROM COMMITTEE AND STAFF:



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7. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

September/October Working Agenda

Strategic Workplan

The next TAC meeting will be September 5, 2019 and will be a WebEx meeting based in Flagstaff in the NAIPTA Training Room, 3825 N. Kaspar Dr., Flagstaff, AZ 86004 at 10am. The public is invited to attend. September agenda items will include but not be limited to the Financial Overview, Downtown Connection Center Acquisition, Downtown Connection Center IGA, Winslow IGA, Bus Procurement, AECOM Update, Transit Guidelines, Discuss Mountain Line Brand, Annual Safety Report, Annual Cybersecurity Report and a possible Executive Session related to the CEO and General Manager's Contract. The September 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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