



## Northern Arizona Intergovernmental Public Transportation Authority

Flagstaff: 3773 N. Kaspar Drive • Flagstaff, AZ 86004 • 928.679.8900 • FAX 928.779.6868 • www.naipta.az.gov  
Cottonwood: 340 Happy Jack Way • Cottonwood, AZ 86326 • 928.634.2287 • FAX 928.634.1685

### NOTICE AND AGENDA OF PUBLIC MEETING AND POSSIBLE EXECUTIVE SESSION OF THE BOARD OF DIRECTORS (BOD) 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 Board of Directors of the Northern Arizona Intergovernmental Public Transportation Authority (“NAIPTA”) and to the general public that the Board will hold a meeting on:

Wednesday, October 19, 2011  
10:00am  
NAIPTA VERA Room  
3773 N. Kaspar Dr.  
Flagstaff, AZ 86004

Unless otherwise noted, meetings held in the Conference Room are open to the public. This is a WEB BASED meeting. Public may observe and participate in the meeting at the address above.

**The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the NAIPTA’s attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3). 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 MINUTES FROM 9/21/2011
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 Board. The Board 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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## CONSENT ITEMS:

All items on the consent agenda with financial impact have been budgeted.

5. ADOPT A BUILDING MAINTENANCE POLICY

-Dave Smith, Facilities Manager

Staff recommends that the Board of Directors adopt a Building Maintenance Plan as required for compliance with Federal Transit Administration regulations.

6. APPROVE NEW SOCIAL MEDIA POLICY

-Heather Dalmolin, Administrative Director

Staff recommends that the Board of Directors approve and adopt a Social Media Policy that is reflective of current business needs and protects NAIPTA's interests.

## DISCUSSION / ACTION ITEMS:

7. VERDE VALLEY NAIPTA MEMBERSHIP

-Jeff Meilbeck, General Manager

Discussion only. To discuss transit governance developments in the Verde Valley and the possibility that Cottonwood, Sedona and Yavapai County may withdraw from NAIPTA membership.

8. FY 11 BUDGET TO ACTUAL PAY ADJUSTMENT RECONCILIATION

-Jeff Meilbeck, General Manager

Discussion only.

9. SMALL URBAN SECTION 5307 TRANSIT FUNDING

-Jeff Meilbeck, General Manager

Discussion only.

10. NAIPTA GENERAL FUND POLICY

-Jeff Meilbeck, General Manager

Discussion only.

11. STRATEGIC POLICY RETREAT – DECEMBER 1, 2011

-Jeff Meilbeck, General Manager

Staff recommends that the Board of Directors move the Strategic Planning Retreat date to December 1, 2011.

11. APPROVE A 25% FARE INCREASE FOR COTTONWOOD SERVICES

-Heather Dalmolin, Administrative Director

Staff recommends that the Board of Directors consider and approve a 25% fare increase for Cottonwood transit services, effective January 3, 2012.



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### 12. RULES OF PROCEDURE AMENDMENT FOR TAC OFFICERS

-Rhonda Cashman, Clerk of the Board

Staff recommends that the Board of Directors approve the amendment to the Rules of Procedure as follows: Section 7.4 Officers, The officers of the TAC shall consist of a Chair, Vice Chair and Secretary. The Chair and Vice Chair must be members of the TAC. The Clerk of the Board shall serve as Secretary.

### 13. FY2011 ANNUAL REPORT

-Heather Dalmolin, Administrative Director

Discussion only.

### 14. 2<sup>ND</sup> AMENDMENT TO SERVICE IGA WITH CITY OF FLAGSTAFF

-Heather Dalmolin, Administrative Director

Staff recommends that the Board of Directors approve and adopt the 2<sup>nd</sup> Amendment to Service IGA with City of Flagstaff for design and construction as well as lease of space for operator comfort station in City owned property at the Downtown Transfer Center on Phoenix for a cost not to exceed \$200,001 in FY2012 and \$1 in future years.

### PROGRESS REPORTS:

### 15. FINANCIAL MANAGEMENT PLAN

-Heather Dalmolin, Administrative Director

### 16. 2011 TRIENNIAL REVIEW UPDATE

-Heather Dalmolin, Administrative Director

### 17. GENERAL MANAGER'S PROGRESS REPORT

-Jeff Meilbeck, General Manager

- Mountain Link Update
- Yavapai-Apache Nation Transit Initiative
- Marketing Services
- Advertising

### 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) for the following purpose:

1. General Manager's Evaluation
2. General Manager's Contract



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

### GENERAL MANAGER'S CONTRACT

The Board of Directors may take action regarding the terms of the General Manager's Contract.

### **ITEMS FROM COMMITTEE AND STAFF:**

#### **18. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS**

The next Board meeting is scheduled for November 16<sup>th</sup> and will be a Web Ex 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 are the NAIPTA Annual Report and the FMPO Merger.

#### **19. ADJOURNMENT**



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