



# 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 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 the Northern Arizona Intergovernmental Public Transportation Authority (“NAIPTA”) and to the general public that the TAC will hold a meeting on:

Thursday, August 4, 2011  
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. 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 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 TAC MINUTES FROM 6/2/11
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. 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.



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## DISCUSSION ITEMS:

### 5. REVIEW OF THE DRAFT BOARD BUSINESS AGENDA

TAC will review the draft board business agenda and discuss staff reports to provide recommendations to the Board.

#### a. **CONSENT ITEMS:**

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

##### i. FY12 DBE PROGRAM AND GOALS

-Heather Dalmolin, Administrative Director

Staff recommends that the Board of Directors adopt the Arizona Department of Transportation (ADOT) FY2012 Disadvantaged Business Enterprise (DBE) Program and Goals as required by the Federal Transit Administration (FTA).

##### ii. PURCHASE ORDER SHORTAGE TWO HYBRID ELECTRIC AND TWO DIESEL TRANSIT BUSES

-James Wagner, Operations Director

Staff recommends that the Board of Directors approve increasing the amount to purchase orders 10-1053 and 1025 for the contracted purchase of two 35' Hybrid Electric and two Diesel heavy duty transit buses from Gillig Corporation at a cost not to exceed \$6,000.

##### iii. APPROVE IGA AMENDMENT AND FUEL PURCHASE WITH COCONINO COUNTY

-James Wagner, Operations Director

Staff recommends that the Board of Directors approve IGA amendment and fuel purchase for FY12 from Coconino County in the amount up to \$50,000.

#### b. **DISCUSSION / ACTION ITEMS:**

##### i. BOARD/TAC APPOINTMENTS & ELECTION OF OFFICERS

-Rhonda Cashman, Clerk of the Board

Staff recommends that the Board of Directors and Transit Advisory Committee approve appointments from the Member Agencies and elect officers for FY12.

##### ii. CAT FY12 BUDGET UPDATE

-Jeff Meilbeck, General Manager

Staff recommends that the Board decide how to proceed with CAT service levels in light of \$70,938 local match funding shortfall.

##### iii. CAT DIAL A RIDE SERVICE OPTION

Staff recommends that the Board of Directors approve the elimination of the CAT Dial A Ride service for a savings of \$5,800 per year.



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iv. ADOPTION OF EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

-Heather Dalmolin, Administrative Director

Staff recommends that the Board of Directors adopt the updated Equal Employment Opportunity Program (EEO) as required for compliance with Federal Transit Administration (FTA) regulations.

v. ADOPTION OF UPDATED PROCUREMENT POLICY

-Heather Dalmolin, Administrative Director

Staff recommends that the Board of Directors adopt changes to the NAIPTA Procurement Policy that is consistent with Federal Transit Administration procurement guidelines and as identified as part of the May 2011 Triennial Review.

vi. APPROVE THE UPDATED NAIPTA PERSONNEL POLICY MANUAL

-Heather Dalmolin, Administrative Director

Staff recommends that the Board of Directors approve and adopt an updated Personnel Policy Manual that is reflective of policy updates implemented by staff over last 12 months to keep policies current with changes, practices and regulations.

vii. APPROVE SERVICE IGA WITH TOWN OF CLARKDALE

-Heather Dalmolin, Administrative Director

Staff recommends the Board of Directors approve Service IGA with Town of Clarkdale for provision of Cottonwood Area Transit (CAT) services to Clarkdale for a period not to exceed 5 years, commencing on July 1, 2011.

viii. APPROVAL OF FEDERAL TRANSIT ADMINISTRATION GRANTS

-Heather Dalmolin, Administrative Director

Staff recommends that the Board of Directors approve grant applications and authorize execution of two Federal Transit Administration (FTA) Grants with federal funds totaling \$1,876,841. Applications include a Section 5307 application for \$1,023,390 and Surface Transportation Program (STP) application for \$853,451.

c. **PROGRESS REPORTS:**

i. MOUNTAIN LINK UPDATE

-Jeff Meilbeck, General Manager

ii. GENERAL MANAGER'S PROGRESS REPORT

-Heather Dalmolin, Administrative Director

iii. 2011 TRIENNIAL REVIEW UPDATE

-Heather Dalmolin, Sr. Manager, Administrative Director



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iv. UPDATE ON FEDERAL GRANTS APPLICATIONS

-Heather Dalmolin, Administrative Director

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

6. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

The next TAC meeting is scheduled for September 1<sup>st</sup> and will be held at the Cottonwood Parks and Recreation Building, 150 South 6<sup>th</sup> Street, Cottonwood, Arizona 86326 in the Cottonwood Room at 10am. The public is invited to attend. September agenda items are Strategic Policy Retreat, Executive Session: GM Evaluation and Yavapai IGA.

7. ADJOURNMENT



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