



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

Transit Advisory Committee Minutes for Thursday, November 3, 2011

NAIPTA Conference Room
3773 N. Kaspar Dr.
Flagstaff, AZ 86004

NOTE: IN ACCORDANCE WITH PROVISIONS OF THE ARIZONA REVISED STATUTES THE SUMMARIZED MINUTES OF NAIPTA TAC MEETINGS ARE NOT VERBATIM TRANSCRIPTS. ONLY THE ACTIONS TAKEN AND DISCUSSION APPEARING WITH QUOTATION MARKS ARE VERBATIM. AUDIO RECORDINGS OF NAIPTA TAC MEETINGS ARE ON FILE IN THE NAIPTA CLERK'S OFFICE.

The Transit Advisory Committee met in Regular Session on Thursday, November 3, 2011 at 10:00 am in a WEB BASED meeting. NAIPTA staff were present in the NAIPTA Conference Room, 3773 N. Kaspar Dr., Flagstaff, AZ 86004. The public was invited to observe and participate in the meeting at the address above.

TAC MEMBERS PRESENT:

John McGregor, (Vice Chair), Citizen Representative, serving as Chair for today's meeting;
Andi Welsh, Community Services Director, City of Sedona;
*Gay Hendin, Grant Administrator, Yavapai County; (via web)
*Joanne Keene, Government Relations Director, Coconino County; (via phone)
Carol Quasula, Citizen Representative, City of Cottonwood (via web)
**alternate **designee*

TAC MEMBERS EXCUSED:

Kevin Burke, City Manager, City of Flagstaff;
**Barbara Goodrich, Management Services Director, City of Flagstaff
*Jim Wine, Deputy City Manager, City of Flagstaff;
Steve Peru, County Manager, Coconino County;
Doug Bartosh, City Manager, City of Cottonwood;
*Richard Faust, (Chair), Community Services GM, City of Cottonwood;
*Tim Ernster, City Manager, City of Sedona;
Mike Willet, Transportation Planning Engineer, Yavapai County;
David Hook, Project Manager - Capital Assets, NAU

NAIPTA STAFF IN ATTENDANCE:

Jeff Meilbeck, General Manager;
Heather Dalmolin, Administrative Director;
Erika Mazza, Transit Planner;



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Jon Matthies, IT Manager;
Rhonda Cashman, Clerk of the Board;
Fredda Bisman, NAIPTA attorney; (via web)

GUESTS PRESENT:

Teri Kennedy, ADOT (via web)

The agenda for the meeting is as follows:

1. CALL TO ORDER -Vice Chair McGregor called the meeting to order at 10:03am
2. ROLL CALL AND INTRODUCTIONS
3. APPROVE TAC MINUTES FROM 10/6/11
Advisor Welsh moved to approve the minutes. Advisor Hendin seconded. There was no discussion. All approved, none opposed; the motion carried.
4. CALL TO THE PUBLIC
There was no response from the public.

DISCUSSION ITEMS:

5. REVIEW OF THE DRAFT BOARD BUSINESS AGENDA
TAC reviewed the draft board business agenda and discussed staff reports to provide recommendations to the Board.

a. **CONSENT ITEMS:**

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

There were no items for the consent agenda.

b. **DISCUSSION/ACTION ITEMS:**

i. FY2011 NAIPTA ANNUAL REPORT

-Heather Dalmolin, Administrative Director

Staff recommends that the Board of Directors approve and adopt the FY2011 Annual Report, submitting copies to state and local agencies as required by state regulations and local service agreements.

Ms. Dalmolin reported the financials for the annual report are not available yet. When the financials are complete, TAC members will be sent a copy of the report that will go to the Board for approval at the next meeting. The deadline is December 1st. She does not anticipate missing the deadline. There was no discussion.



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ii. FMPO MERGER

-Jeff Meilbeck, General Manager
Discussion only.

Mr. Meilbeck reviewed the status of the merger with FMPO through a PowerPoint presentation. NAIPTA and FMPO have distinct and separate responsibilities, but there is some overlap. There are many questions still to be considered. Staff has no recommendation at this time. NAIPTA and the FMPO will continue to work cooperatively to benefit transit in Flagstaff in the coming years.

iii. VERDE VALLEY UPDATE

-Jeff Meilbeck, General Manager
Discussion only.

Mr. Meilbeck gave a PowerPoint presentation on the progression of transit in the Verde Valley and NAIPTA's involvement through the years. Leading up to the current scenario where Sedona and Cottonwood are planning to withdraw from NAIPTA. Mr. Meilbeck reviewed the list of items submitted to the NAIPTA Board at the October 19th meeting, addressing them one by one. He stated he is overall supportive of the choice of Sedona and Cottonwood to separate from NAIPTA. Vice Chair McGregor asked about division of NAIPTA assets in the Verde Valley. Advisor Welsh thought Cottonwood would work closely with NAIPTA in this regard. Ms. Dalmolin stated transfer of assets should not be a problem as long as they continue to be used for transit. Vice Chair McGregor asked about employee integration into NAIPTA and how the split will go for those affected. Advisor Welsh stated the employees will transition back to the City of Cottonwood. Mr. Meilbeck presented a spreadsheet entitled: Cottonwood Area Transit (CAT) System Budget History and Projections. There was no further discussion.

iv. MOUNTAIN LINE FINANCIAL PROJECTIONS AND RECOMMENDATION

-Heather Dalmolin, Administrative Director
Discussion only.

Ms. Dalmolin stated the figures need to be reviewed more thoroughly before presenting them. This item will be brought back to the TAC at a future date for discussion.

v. STRATEGIC POLICY RETREAT

-Jeff Meilbeck, General Manager
Discussion only.





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Mr. Meilbeck noted the focus of this retreat or “advance” will be determined in the next couple weeks, depending on decisions made at the Sedona and Cottonwood City Council meetings. Stakeholders should expect calls from the facilitator, Sherre Ritenour in the next couple weeks. More information will be forthcoming.

c. PROGRESS REPORTS:

There were no progress reports from staff.

ITEMS FROM COMMITTEE AND STAFF:

6. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

The Board and TAC Strategic Policy Retreat is scheduled for December 1st, 9am-3pm at the Flagstaff Aquaplex, 1702 North Fourth St., Flagstaff, AZ 86004.

The next TAC meeting is scheduled for January 5th 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. January agenda items are to be determined.

7. ADJOURNMENT -Vice Chair McGregor adjourned the meeting at 10:38am.

Richard Faust, Chair of the NAIPTA Transit Advisory Committee

ATTEST:

Rhonda Cashman, Clerk of the Board



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