



# Northern Arizona Intergovernmental Public Transportation Authority

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## 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, March 23, 2016  
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. Members of the Board of Directors may attend in person, by telephone or internet conferencing. 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 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: -pages 1-3

- 1. CALL TO ORDER
- 2. ROLL CALL AND INTRODUCTIONS
- 3. APPROVAL OF MEETING MINUTES: 2/17/2016 -pages 4-9

- 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. Comments relating to items on the agenda will be taken at the time the item is discussed. The Board is prohibited by the Open Meeting law from discussing, considering or acting on items raised during the call to the public,



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but may direct the staff to place an item on a future agenda. Individuals are limited to a five-minute presentation.

### CONSENT ITEMS:

There are no items for the consent agenda.

### DISCUSSION / ACTION ITEMS:

5. SUMMER 2016 SERVICE ENHANCEMENTS PUBLIC HEARING AND REVIEW OF PROPOSED SERVICE CHANGES -pages 10-14  
-Alicia Becker, Transit Planner  
Staff recommends the Board of Directors: 1) Conduct a public hearing on proposed service enhancements and route expansion for Summer 2016; 2) Review the proposed service enhancements and route expansion for Summer 2016 operations; and 3) Open public comment period thru June 1, 2016.
6. 5311 GRANT APPLICATION PUBLIC HEARING FOR VANPOOLS -pages 15-16  
-Kate Morley, Mobility Planner  
Staff recommends the Board of Directors conduct a public hearing regarding an application for Section 5311 funds to administer and manage the Vanpool program.
7. TRANSIT FUNDING RENEWAL -pages 17-21  
-Jeff Meilbeck, CEO and General Manager  
This item is provided as information and there is no recommendation from staff at this time.
8. TIGER GRANT APPLICATION FOURTH STREET I-40 OVERPASS -page 22  
Staff recommends that the NAIPTA Board of Directors submit a letter to the City of Flagstaff supporting the TIGER grant application for the Fourth Street I-40 overpass at a total project cost of \$15,000,000.
9. UPDATE ON SMART GOALS AND DELIVERABLES FOR NAIPTA'S VANPOOL PROGRAM -pages 23-25  
-Kate Morley, Mobility Planner  
Staff recommends the Board of Directors review and approve the continuation of the Goals and Deliverables for NAIPTA's Vanpool Program.
10. REGIONAL TRANSPORTATION PLAN (RTP) STEERING COMMITTEE UPDATE -pages 26-28  
-Jeff Meilbeck, CEO and General Manager  
The board may take action, but there is no recommendation from staff at this time.
11. WINSLOW 5311 GRANT APPLICATION -pages 29-31  
-Jeff Meilbeck, CEO and General Manager  
The Board may provide direction but there is no recommendation from staff at this time.



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**PROGRESS REPORTS:**

12. TRANSIT SPINE ROUTE STUDY UPDATE -pages 32-36  
-Erika Mazza, Deputy General Manager
  
13. SUMMARY OF CURRENT EVENTS  
-Jeff Meilbeck, CEO and General Manager
  - Board Officer Nominations
  - Federal Funding Update

**ITEMS FROM COMMITTEE AND STAFF:**

10. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS  
The next Board meeting will be on Wednesday, April 20, 2016 and it 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. April agenda items will include but not be limited to the Financial Audit Report, 5310 and 5311 Grant Applications, Budget Message, Regional Transportation Plan Update and Election of Officers. The April 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.
  
11. ADJOURNMENT



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### Board of Directors Minutes for Wednesday, February 17, 2016

NAIPTA  
3773 N. Kaspar Dr.  
Flagstaff, AZ 86004

**NOTE:** IN ACCORDANCE WITH PROVISIONS OF THE ARIZONA REVISED STATUTES THE SUMMARIZED MINUTES OF NAIPTA BOARD MEETINGS ARE NOT VERBATIM TRANSCRIPTS. ONLY THE ACTIONS TAKEN AND DISCUSSION APPEARING WITHIN QUOTATION MARKS ARE VERBATIM.

The Board of Directors met in Regular Session on Wednesday, February 17, 2016 at 10:00 am in the NAIPTA VERA Room, 3773 N. Kaspar Dr., Flagstaff, AZ 86004.

This was a WEB BASED meeting. Members of the Board attended in person, by telephone or internet conferencing. The public was invited to observe and participate in the meeting at the address above.

#### **BOARD MEMBERS PRESENT:**

Rich Payne (Chair), Director of Residence Life, NAU;  
Art Babbott (Vice Chair), Board of Supervisors, Coconino County - late arrival at 10:27am;  
Scott Overton, City Council, City of Flagstaff;  
Veronica Hipolito, Interim President, CCC  
*\*Three of our five Board member seats must be present to constitute a quorum.*  
*\*\*The City of Flagstaff holds two seats.*

#### **BOARD MEMBERS EXCUSED:**

Celia Barotz, City Council, City of Flagstaff;  
Karla Brewster, City Council, City of Flagstaff, alternate;  
Matt Ryan, Board of Supervisors, Coconino County, alternate;  
Rich Bowen, Associate Vice President for Economic Development, NAU, alternate;

#### **NAIPTA STAFF IN ATTENDANCE:**

Jeff Meilbeck, CEO and General Manager;  
Erika Mazza, Deputy General Manager - late arrival at 10:07am;  
Heather Dalmolin, Administrative Director;  
Jacki Lenner, Marketing Manager;  
Jon Matthies, IT Manager;  
Lauree Battice, Business Manager;  
Anne Dunno, Capital Project Manager;  
Alicia Becker, Transit Planner;  
Kate Morley, Mobility Planner;  
Jim Dickey, BRT Project Manager - late arrival at 10:18am;  
Rhonda Cashman, Clerk of the Board;



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Sam Coffman, NAIPTA Attorney (via WebEx) - late arrival at 10:05am

*GUEST PRESENT:* Randy Farwell, Principal, Nelson Nygaard

1. CALL TO ORDER -Chair Payne called the meeting to order at 10:01am
2. ROLL CALL AND INTRODUCTIONS
3. APPROVAL OF MINUTES 1/20/2016  
Director Overton moved to approve the January 20, 2016 meeting minutes. Director Hipolito seconded. All approved, none opposed. Motion carried.

4. CALL TO THE PUBLIC

No one came forth to speak during the call to the public.

### **CONSENT ITEMS:**

There were no items for the consent agenda.

### **DISCUSSION / ACTION ITEMS:**

5. OPTIONS FOR LIABILITY INSURANCE  
-Heather Dalmolin, Administrative Director  
This item is for discussion only and no recommendation for action is being made.

Ms. Dalmolin stated she contacted Aon, our insurance broker. The two big questions were: should we consider self-insurance and should we reduce our \$30M liability coverage? In her discussions with the broker, they determined NAIPTA is such a small agency that the cash set-aside requirement would be cost prohibitive. She had a conversation with the City's Risk Manager about adjusting NAIPTA's liability coverage. Currently NAIPTA has a base policy for \$10M with One Beacon for all areas of coverage. In addition, NAIPTA has \$20M in excess coverage. We could decrease that to \$10M, but Arizona has no tort cap, so that amount could go quick, if there was an accident involving many passengers. There is approximately a \$50K difference in the cost of the premium for a lot less coverage. If there would be a major accident, the out-of-pocket cost would be substantial. The current deductible for a bus accident is \$10K and we could raise it to a \$25K deductible. Again, the premium cost savings did not seem to warrant the risk of a larger cash outlay in the event of an accident. She recommends we stick with the current coverage and discuss it again before we go to market the next time. Our current insurance company has really good customer service and she has been very happy with the claims management. They are working for us. This was a good exercise to see where things stand regarding our liability insurance. The Board members agreed with the sentiment on the deductible. Mr. Meilbeck has some historical knowledge to share. When NAIPTA was formed, the



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liability insurance formed a firewall of protection. He believes the cost is less now than in NAIPTA's first year. The Board concurred with Ms. Dalmolin's recommendation.

### **6. METHODOLOGY FOR PROJECTING TRANSIT TAX REVENUES**

-Heather Dalmolin, Administrative Director

This item is for discussion only and no recommendation for action is being made.

Ms. Dalmolin reported the City plans a recession approximately every 7-8 years and she repeats the pattern for NAIPTA. The fund balance graph was brought up on screen. When meeting with the City regarding financials and budgeting, it is helpful to follow the same pattern the City uses. She proposed NAIPTA continue using the practices that the City employs. Mr. Meilbeck stated he could see where NAIPTA might use more conservative projections, but not less. He feels the current practice is pretty safe. If a financial problem comes up, NAIPTA has the ability to phase back service, if significant changes are warranted. Ms. Dalmolin noted there are significant changes for the good, which will be revealed during the budgeting process. The Board was supportive of continuing to follow City practices.

Chair Payne stated the agenda order would be amended slightly in anticipation of Vice Chair Babbott's arrival.

### **7. ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT) SUPPORT LETTER**

-Jeff Meilbeck, CEO and General Manager

Staff requests the NAIPTA Board of Directors consider a request by ADOT to provide a letter of support for a widening project at the intersection of Route 66 and Highway 180.

Mr. Meilbeck asked Board members to weigh in on the widening of Humphreys and Route 66. The City Council has already purchased the right of way for this change, per Director Overton. Mr. Meilbeck noted this plan is consistent with our future plans for transit in this area and NAIPTA could add momentum for the project. Ms. Mazza stated she was contacted by Mr. Reisner at ADOT regarding this letter of support. The Bus Rapid Transit (BRT) project will likely utilize this intersection in the future and the widening is thought to be beneficial. The application is due today. The visual schematic of the intersection was brought up on screen. The project would include a widening at Humphreys allowing for one right turn lane and a second left turn lane from Route 66. It was expressed that it is best to have all parties at the table. Timing was of the essence for the City. The Board felt it was appropriate to send the letter of support. Mr. Meilbeck mentioned there may be opportunities for other projects related to the BRT to piggyback on work ADOT is doing.

Mr. Meilbeck introduced Mr. Dickey to the Board. He is the BRT Project Manager for NAIPTA. He has a history in transit at Valley Metro and The Arizona Transit Association (AzTA).



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### **8. REGIONAL TRANSPORTATION PLAN (RTP) STEERING COMMITTEE UPDATE**

-Jeff Meilbeck, CEO and General Manager

The board may take action, but there is no recommendation from staff at this time.

Mr. Meilbeck reported this committee is working on a plan that can be built on. It really depends on what the City decides to do.

Vice Chair Babbott arrived at approximately 10:27am.

Other partners involved with the renewal of the Transportation Tax are: Coconino County, ADOT, NAIPTA/Federal Transit Administration (FTA) and the private sector. The committee is looking for buy-in now. The One Page Plan was brought up on screen. This visual provided the steps to take regarding technical planning, public discussion, partner decisions, funding decisions and beginning construction with underlying grant writing, planning and relationship building. Per Mr. Meilbeck, there is a huge amount of work to do and the committee is doing good work.

### **9. 2<sup>ND</sup> QUARTER PERFORMANCE REPORT**

-Heather Dalmolin, Administrative Director

This item is for discussion only and no recommendation for action is being made.

Ms. Dalmolin noted she looked for "like communities" to do the peer comparison. This process was started approximately one year ago. She reiterated the likeness factors always have nuances. We have to evaluate if they are the "right" like communities. All cities except Santa Fe are college towns. Ms. Dalmolin noted we invest highly in our system. Overall, the Board was pleased with the information provided and they are interested in looking at the data over time. There are no comparisons for demand response or the taxi voucher programs yet. The trend shows a decreasing cost per hour. The Board was supportive of how much effort it takes to do these reports and noted the requirement by FTA. The information should be helpful when working on the budget as well. There are great stories to be told which add value.

### **10. FEDERAL FUNDING UPDATE**

-Jeff Meilbeck, CEO and General Manager

This item is for information and discussion only.

Mr. Meilbeck explained federal dollars are not free. The required reporting is detailed and time-consuming. Receiving 80 cents on the dollar is worth it. ADOT is responsible for distributing funds in the next few months. They are about a year behind in distribution and he wants to make sure no other systems swoop in to take the funds NAIPTA should be able to compete for. NAIPTA staff are putting together capital projects to be ready for the application process. We may need Board members to weigh-in. They stated they would be happy to help. The projects include buses and transit lanes, etc. The FMPO strengthens our hand in other multimodal projects. Mr. Meilbeck noted when he was at the South West Transit Association (SWTA)



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conference a couple weeks ago and the FTA Regional Administrators were on stage and were asked to finish the sentence: "We wish our grantees would?" The resounding response was they wanted the grantees to use the money.

## PROGRESS REPORTS:

### 11. SUMMARY OF CURRENT EVENTS

-Jeff Meilbeck, CEO and General Manager

- Flagstaff Metropolitan Planning Organization (FMPO) Executive Board  
Mr. Meilbeck reported the FMPO Board took the NAIPTA Board recommendation and NAIPTA has a voting seat.
- Strategic Workplan  
Mr. Meilbeck noted the strategic workplan is usually discussed at the Advance. He asked if the Board wants to have a special meeting or wait to work on it until the joint meeting in May. The consensus of the Board was to have it on the Joint Meeting agenda.
- Reminder to Renew NAIPTA ID/Bus Pass in March – Good for 1 year  
Mr. Meilbeck asked Ms. Cashman to discuss this item. For those members that received their NAIPTA ID/Bus Pass in March, Ms. Cashman asked them to bring it by to reload it for another year.

Vice Chair Babbott made a motion to move into Executive Session at approximately 11:01am and Ms. Hipolito seconded. All approved, none opposed. Motion carried.

## EXECUTIVE SESSION

Executive sessions are closed to the public.

The Board went into executive session pursuant to A.R.S. § 38-431.03 (A)(1) at approximately 11:01am for the following purpose:

1. CEO and General Manager's Evaluation

Following the conclusion of the Executive Session, the Board reconvened the public meeting at approximately 11:36am.

## DISCUSSION / ACTION ITEMS:

### 12. CEO AND GENERAL MANAGER'S EVALUATION

-Rich Payne, Board Chair and Fredda Bisman, NAIPTA Legal Counsel

The Board of Directors may take action regarding the CEO and General Manager's Evaluation.

Director Overton made a motion to have Mr. Meilbeck proceed with gathering data for his evaluation in the month of March and then schedule another Executive Session in April to review the data. Following the evaluation process, the CEO and General



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Manager contract and compensation package can be negotiated in May. Ms. Hipolito seconded. All approved, none opposed. Motion carried.

**ITEMS FROM COMMITTEE AND STAFF:**

Chair Payne asked the Clerk to verify quorum will be available for the next meeting scheduled for Wednesday, March 16th. Vice Chair Babbott and Director Hipolito stated they will not be available. If no quorum for March 16th, the Board suggested rescheduling the meeting to Wednesday, March 23<sup>rd</sup>. If the agenda allows, cancelling the meeting would be another option.

**13. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS**

The next Board meeting will be on Wednesday, March 16, 2016 and it 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. March agenda items will include but not be limited to the Financial Audit, 5310 and 5311 Grant Applications, Budget Process and Regional Transportation Plan Update. The March 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.

**14. ADJOURNMENT -Chair Payne adjourned the meeting at 11:41am.**

\_\_\_\_\_  
Richard Payne, Chair NAIPTA Board of Directors

ATTEST:

\_\_\_\_\_  
Rhonda Cashman, Clerk of the Board



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**DATE PREPARED:** March 3, 2016

**DATE:** March 23, 2016

**TO:** Honorable Chairman and Members of the Board

**FROM:** Alicia Becker, Transit Planner

**SUBJECT:** Summer 2016 Service Enhancements Public Hearing and Review of Proposed Service Changes

### **RECOMMENDATION:**

**Staff recommends the Board of Directors:** 1) Conduct a public hearing on proposed service enhancements and route expansion for Summer 2016; 2) Review the proposed service enhancements and route expansion for Summer 2016 operations; and 3) Open public comment period thru June 1, 2016.

### **RELATED STRATEGIC WORKPLAN OBJECTIVE:**

Guiding Principles:

- ❖ Strive for continuous improvement in all we do.
- ❖ Be fiscally responsible and responsive to changing demographics.

5 Year Horizon:

- ❖ Build cooperative relationships regionally to expand and enhance NAIPTA's ties with the public.

### **BACKGROUND:**

On May15, 2013, the Board of Directors approved NAIPTA's 5-Year and Long Range Plan which approved enhancements to NAIPTA's service and route structure.

As part of next step processes, staff has been directed to apply a "Go Slow" approach to the next tier of service changes, due to several factors including the upcoming transit tax renewal initiative. In this case, a series of service enhancements reflecting minimal infrastructure and route modifications are proposed.

Staff reviewed a variety of potential service enhancements and landed on a select few that will follow through on promises made, promises kept from the 2008 tax initiative and strengthening ties with the public. Staff has identified service enhancements that will increase service hours and facilitate more efficient transfers with the effect of reducing wait times. Changes include later service on Route 2 and Route 10, modifying Route 2 to service the Flagstaff Medical Center along Beaver St., additional frequency on Route 10, new weekend service on Route 5, and time point adjustments on various routes. No changes are proposed for Routes 66, 3, 4, 14, and 10A.

A detail of service recommendations is as follows:

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### 1. Increase Service Hours and Days:

- A. Staff recommends extending service hours to approximately 12:30am on Route 2 and Route 10 Friday and Saturday evenings. This would allow passengers to ride transit for later trips on the two most utilized routes. On Friday, this would extend service approximately 2.5 hours and on Saturday this would extend service approximately 4 hours.
- B. In response to community input, staff recommends to add service on weekends for Route 5. Currently the route does not operate on weekends. Staff recommends 60 minute frequencies approximately 12 hours of service on Saturdays and Sundays.

### 2. Increased Frequency:

- A. Staff recommends adding an additional bus on Route 10 during the NAU break schedule (e.g. Summer, spring break, winter break) offering 20 minute frequency for approximately 11.5 hours a day Monday thru Friday. In addition, during school sessions, staff recommends adding a supplemental bus on Route 10 during the peak period midday for approximately 8.5 hours Monday thru Friday.

### 3. Route Modifications:

- A. In an effort to reduce transfer times and walking distances, staff recommends adjusting Route 2 to service the Beaver St. stop at the Flagstaff Medical Center. This would align Route 2 with Route 5 at the northbound Flagstaff Medical Center bus stop on Beaver St. Additionally timepoint adjustments would reduce passenger wait times.

### 4. Public Outreach Schedule:

The level and type of proposed service changes for Route 2 and Route 10 require NAIPTA to fulfill public outreach as described in NAIPTA's Title VI, Civil Rights Program. Additional outreach to inform the community of transit system changes will also be conducted in coordination with the fulfillment of public outreach for Route 2 and Route 10.

NAIPTA is required to open a public comment period and report on comments 30-days prior to service launch as outlined in the Title VI program. Reference NAIPTA's Title VI public participation plan attached.

NAIPTA proposes the following schedule:

- 1) March 13<sup>th</sup> / March 20<sup>th</sup>: Advertise Public Notice for First Public Hearing to be held March 23<sup>rd</sup> at the NAIPTA BOD meeting in the Arizona Daily Sun.
- 2) March 23<sup>rd</sup> BOD: Conduct First Public Hearing and commencement of open comment period.
- 3) June 1<sup>st</sup>: public comment period closes.
- 4) June 19<sup>th</sup> / June 12<sup>th</sup>: Advertise Public Notice for Final Public Hearing to be held June 22<sup>nd</sup> at the NAIPTA BOD meeting in the Arizona Daily Sun.



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- 5) June 22<sup>nd</sup> BOD: Provide update and report to BOD on public comments. Conduct Final Public Hearing and close open comment period. Staff requests recommendation to implement service changes on August 7<sup>th</sup>.
- 6) August 7<sup>th</sup>: Launch new service.

In addition to the public hearings, NAIPTA will post service change notifications in buses, at affected bus stops (specifically Flagstaff Medical Center stops) and solicit comment by direct mail to residents along new travel corridors.

### TAC DISCUSSION:

The service changes were not finalized in time to meet the TAC meeting deadline. This information will be brought back to the NAIPTA TAC in April.

### ALTERNATIVES:

1. **Hold the Public Hearing, approve opening the public comment period for the proposed service enhancements and review route expansion for Summer 2016 operations (recommended).** The public hearing ensures compliance by NAIPTA and FTA regulatory requirements with respect to service changes. The hearing is required to start the required public comment period as outlined in the Title VI policy.
2. **Do not hold a Public Hearing or approve opening the public comment period for the proposed service enhancements or review route expansion for Summer 2016 operations (not recommended).** If there is no public hearing, NAIPTA would be in violation of Title VI regulations and therefore would not be in compliance with FTA policy on noticing the public with regard to service changes. The public hearing is identified as NAIPTA's responsibility in the Title VI plan. If there is no hearing or if the BOD does not approve the service changes, then NAIPTA will continue offering service exactly as it is today.

### FISCAL IMPACT:

Increased frequency and service hours on Route 2 will add an additional 667 hours of revenue service to our existing weekday/ weekend schedules. Route 10 and 10A service frequency and hours increases will add an additional 3,385 hours of revenue service to our existing weekday/ weekend schedules. Weekend service on Route 5 will add an additional 1,285 hours of revenue service to our existing weekday/ weekend schedules. These additional service hours are captured in the proposed FY2017 budget for Board of Director's review in the coming months.

**SUBMITTED BY:**

**APPROVED BY:**

\_\_\_\_\_  
Alicia Becker  
Transit Planner

\_\_\_\_\_  
Jeff Meilbeck  
CEO and General Manager



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**ATTACHMENTS:**

1. Summer 2016 Service Enhancements Map

-page 14

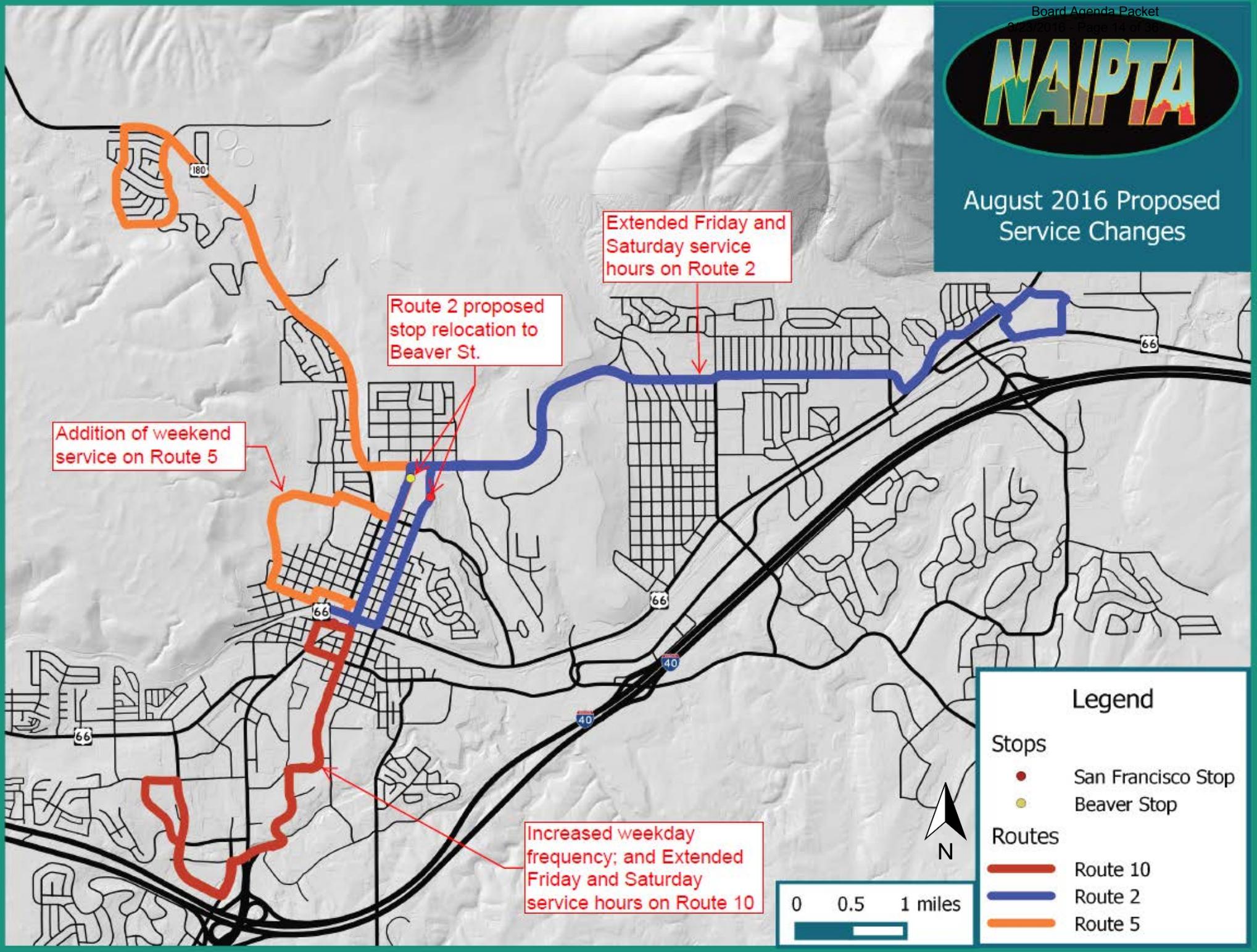


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# August 2016 Proposed Service Changes



### Legend

**Stops**

- San Francisco Stop
- Beaver Stop

**Routes**

- Route 10
- Route 2
- Route 5



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**DATE PREPARED:** March 8, 2016  
**DATE:** March 23, 2016  
**TO:** Honorable Chairman and Members of the Board  
**FROM:** Kate Morley, Mobility Planner  
**SUBJECT:** 5311 Grant Application Public Hearing for Vanpools

### RECOMMENDATION:

Staff recommends the Board of Directors conduct a public hearing regarding an application for Section 5311 funds to administer and manage the Vanpool program.

### RELATED STRATEGIC WORKPLAN OBJECTIVE:

Guiding Principles:

- ❖ Strive for continuous improvement in all we do
- ❖ Be fiscally responsible and responsive to changing demographics
- ❖ Collaborate to enhance service delivery

5 Year Horizon:

- ❖ Plan with attention to “green” opportunities and long-term sustainability
- ❖ Build cooperative relationships regionally to expand and enhance NAIPTA’s positive impact.

### BACKGROUND:

Section 5311 is federally appropriated funding designated to Arizona Department of Transportation for rural areas. ADOT conducts a competitive application process to award funds to projects and providers around the state. These funds can be used to plan and operate transit systems as well as for capital support and is awarded annually based on an application process that ranks projects based on services and priorities. This year NAIPTA is applying for funds for continued operation of the Vanpool program.

NAIPTA and Coconino County worked together to amend their Service IGA to provide the Vanpool program within Coconino County. The Master IGA requires NAIPTA to apply for Federal funding as appropriated. NAIPTA is also working on a DRAFT AGA with the City of Winslow through which the Vanpool program could also be administered. The Vanpool project is gaining momentum and staff recommends including the program in NAIPTA’s budget for FY2017.

The Vanpool program offers access to public transportation outside NAIPTA’s existing service area. The program provides vans to groups of people traveling either from a common area to a common destination. Vanpools are operated by vRide, a third party service contractor, with NAIPTA administering this service based on a flat cost per vehicle per month. The full project cost for FY2017 is budgeted to be \$72,000 for a minimum of 10 vans. NAIPTA was successful in obtaining a federal funding match at 74% federal and 26% local under last year’s 5311 grant and expects the same split this year.

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### TAC DISCUSSION:

The TAC was supportive of continued Vanpool service based on recent momentum in the program.

### ALTERNATIVES:

- 1) **Hold the Public Hearing for the 5311 application and the continuation of NAIPTA's Vanpool Program by seeking funding for FY17 Vanpool Program (recommended):** The public hearing ensures compliance by NAIPTA with ADOT regulations for the Section 5311 application. The hearing is required for the application to be considered. The pursuit of Federal funding for programs is in the Coconino County agreement and in the DRAFT Winslow agreement and the 5311 funds are necessary for full implementation of the program.
- 2) **Do not hold the Public Hearing, dissolving the Vanpool Program (not recommended):** If there is no public hearing, NAIPTA would be in violation of ADOT regulations and forfeit the application for funding. The funding and application are identified as NAIPTA's responsibility in the Coconino County agreements. Without this Federal assistance, the program would likely be reduced to operate within limited local match funding.

### FISCAL IMPACT:

This project is budgeted in the FY2016 budget and with our success in past couple months, staff is planning to apply for ongoing funding in FY2017. There are no additional fiscal impacts identified at this time to establishing the recommended goals and deliverables as marketing, outreach, and operations are part of the contract approved between vRide, Inc. and NAIPTA.

### SUBMITTED BY:

\_\_\_\_\_  
Kate Morley  
Mobility Planner

\_\_\_\_\_  
Jeff Meilbeck  
CEO and General Manager

### ATTACHMENTS:

None.



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System



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**DATE PREPARED:** March 10, 2016  
**DATE:** March 23, 2016  
**TO:** Chair and Members of the NAIPTA Board  
**FROM:** Jeff Meilbeck, NAIPTA CEO and General Manager  
**SUBJECT:** Transit Funding Renewal

### **RECOMMENDATION:**

This item is provided as information and there is no recommendation from staff at this time.

### **RELATED WORKPLAN OBJECTIVE**

Analyze timing options for returning to voters with a transit tax renewal and prepare a recommendation for Flagstaff City Council by September 2015 that includes a minimum of a flat tax renewal scenario.

### **RELATED GUIDING PRINCIPLES**

- Collaborate to enhance service delivery
- Strive for continuous improvement in all we do

### **BACKGROUND:**

The purpose of this staff report is to provide context and a timeline for meeting NAIPTA's transit tax renewal objective. As has been discussed before, the transit tax that funds Mountain Line will sunset on June 30, 2020. At NAIPTA's May 2015 joint meeting, and again at NAIPTA's October 21<sup>st</sup> Board of Director's meeting, the Board directed staff to pursue a flat tax renewal in 2016.

The authority to send a transit tax renewal initiative to the voters is held by the Flagstaff City Council. Other City transportation funding will also sunset on June 30, 2020, and it seems likely that City Council will send a comprehensive renewal request to voters in 2018. That decision has not been made by Council and given that the date is almost 3 years off, Council has not yet been asked to formally consider the question.

Unlike capital project initiatives, asking voters to renew the transit tax in 2016 is important to mitigating risk and avoiding crises. To illustrate the risk, if the transit tax question is not sent to voters until November 2018 and fails, funding for Mountain Line will cease on July 1, 2020. Given that the next opportunity for renewal would be November 2020, Mountain Line would



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cease operating for a 4 month period even if the November 2020 request were approved by voters. This service gap would be expensive, disruptive and erode confidence in the public's perception of the City's ability to plan ahead. Conversely, if the question goes to voters in November 2016 and does not pass, Mountain Line can go back in November 2018 with a modified request without jeopardizing the system.

Thinking things through, if the question fails twice, in both 2016 and 2018, it may be evidence that community support no longer exists and Mountain Line service would be allowed to stop. However, failing once at the ballot could be a matter of bad luck, bad management, or other factors that would require a second go. As such, asking in 2016 provides adequate public process without risking a costly, disruptive and confidence - eroding crises.

As Council considers whether or not to send a transit tax renewal question to voters in November 2016, we need to remember that the Regional Transportation Plan (RTP) Steering Committee is also hard at work. The RTP Steering Committee is setting the stage for a broader community discussion about road, bike and pedestrian transportation projects. Another advantage in sending a flat funding transit tax renewal request to voters in November 2016 is that it clears the field of background noise following the Presidential election cycle and allows the City to focus solely on transportation expansion projects in 2018.

There are other benefits of the City sending a flat funding transit tax renewal request to voters in November 2016. Mountain Line is popular in the community and it is likely that transit funding at current levels would be renewed and secured in 2016. This certainty would enhance the confidence of passengers, employees, and members of the private sector investing along transit lines.

### **ALTERNATIVES:**

The NAIPTA Board has already made a recommendation, but the City Council will be given the following alternatives for their deliberations:

- 1) Send a flat tax funding renewal to voters in 2016. This approach would provide certainty and flexibility and is the recommendation of the NAIPTA Board and TAC. Mountain Line is popular in the community and it is likely that transit funding at current levels would be renewed and secured in 2016. This certainty would enhance the confidence of passengers, employees, and members of the private sector investing along transit lines.
- 2) Do not send a flat tax funding renewal to voters in 2016. This option would put the Mountain Line system at risk. Even if Council sent the question in 2018, and it was not



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approved, transit funding would stop before a second request could be sent to voters in 2020.

- 3) Send a request for a transit tax increase to voters in 2016 (not recommended). Although Mountain Line is popular in the community and highly successful in its current form, a request for an increase in 2016 would be out of context with the rest of Flagstaff's transportation system. NAIPTA recommends that the Regional Transportation Plan Steering Committee be allowed to finish its work before Council considers any increases to transit funding. It is important that the community engage fully in the analysis of specific transportation projects and priorities and November 2016 does not provide enough time for the kind of transparent and inclusive dialogue consideration of a transit expansion would require.

**FISCAL IMPACT:**

A 2016 flat funding initiative, if approved by Council and voters, would secure transit funding for another 20 years. This level of funding certainty would make NAIPTA even more competitive for grants. Funding approval in 2018 would have the same affect but would create more risk and negative consequence if the first request failed and a second request was pushed to 2020.

**TAC FEEDBACK**

TAC members were supportive of this approach and Martin Ince from the FMPO pointed out that the reduction in background noise in 2018 by addressing transit in 2016 was a distinct advantage.

**SUBMITTED BY:**

---

Jeff Meilbeck  
CEO and General Manager

**ATTACHMENTS:**

- 1. Preliminary Calendar 02-26-16 -pages 20-21



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## Calendar of Events (Rev 2-26-16)

<b>Date</b>	<b>Event</b>	<b>Responsible Parties</b>	<b>Status</b>
<b><i>Phase One – Team Transit and Citizens’ Review Panel</i></b>			
May 2015	Request City Renewal to Voters 2016	Board	<input checked="" type="checkbox"/>
Nov 2015	Request City Renewal to Voters 2016	Board	<input checked="" type="checkbox"/>
March 7	Convene Team Transit 2 <sup>nd</sup> and 4 <sup>th</sup> Fridays	Jeff	
Feb 16	Solicit for Survey Vendor	Heather	<input checked="" type="checkbox"/>
March 4	Select and Contract Survey Vendor	Heather	
March 4	Contract Public Outreach Specialist	Heather	
March 10	RTP Steering Committee Meeting	FMPO	
March 11	Draft of Survey Instrument Reviewed	Team Transit	
March 18	Final Draft Survey Instrument Reviewed	Team Transit	
March 25	Survey in Field	Vendor	
March 25	1 <sup>st</sup> Meeting of Citizens’ Panel <ul style="list-style-type: none"> <li>• History and Background of NAIPTA and Flagstaff Transit System</li> <li>• Finances</li> <li>• Performance and Trajectory</li> <li>• Plan</li> <li>• Request Endorsement of Board Recommendation</li> </ul>	NAIPTA Staff	
April 8	2 <sup>nd</sup> Meeting of Citizens’ Panel (If Needed)	NAIPTA Staff	
April 14	RTP Steering Com (Draft Exec Sum)	FMPO	
April 8	Review Survey Results	Team Transit	
May 5	Joint Meeting NAIPTA BOD and TAC	NAIPTA Staff	
May 12	RTP Steering Committee Meeting	FMPO	
June 9	Final RTP Steering Com (Final Exec Sum)		
Nov/Dec 16	Post Ballot Analysis		
<b><i>Phase Two – City Council Review and Deliberations</i></b>			
3/7	Joint City Council / Board of Supervisors Meeting	Jeff	
3/11	Draft Ballot Language	Team Transit, City Staff	
3/18	Submit Ballot Language for Review	City Staff, Outside Counsel	
3/25	Draft Tax Ordinance and Summary	City Staff	
3/25	Staff Report, Material to City Manager	Jeff	
4/12	Presentation to City Council: Request	Jeff (and others?)	
6/14	Presentation to City Council: Public Education Process	Jeff and others?	
April?	Alliance Meeting?	Team Transit	

<b><i>Phase Three – Public Education Process</i></b>		
4/8	Cityscape #1 Materials Due <ul style="list-style-type: none"> <li>• Report to Taxpayers</li> <li>• “Promises Made – Promise Kept”</li> </ul>	NAIPTA Staff
4/8	Draft Publicity Pamphlet and FAQs	Team Transit
4/22	<b>Prepare Draft Open House Materials:</b> Brochure                      Story Boards Talking Points                Handouts PowerPoint	NAIPTA staff
4/22	2 <sup>nd</sup> Draft Publicity Pamphlet and FAQs	NAIPTA staff, City staff
5/13	Finalize Publicity Pamphlet Explanations and FAQ	Team Transit
6/7	Last Date for City Council to Adopt Ballot	NAIPTA staff, City staff
6/28	<b>Submit Publicity Pamphlet Materials</b>	NAIPTA staff, City staff
Date?	Cityscape # 1 Issued	City staff
5/13	Publish 1 <sup>st</sup> Request for Pro / Con Statements	City Clerk
5/27	Publish 2nd Request for Pro / Con Statements	
6/13	Last Day to submit Pro/Con Statements	City Clerk
Date?	<b>Cityscape #2 Materials Due</b> <ul style="list-style-type: none"> <li>• Mountain Line’s Future?</li> <li>• Stay the Course?</li> </ul>	NAIPTA staff, City staff
6/27	Review and Finalize Open House Materials	Team Transit
6/14	Presentation to City Council on Public Education Process	NAIPTA staff, City staff
9/12 - 16	Open House Advertisement # 1 & 2	NAIPTA staff
9/21	Open Houses “The Bus Stops Here”	NAIPTA Staff, Team Transit
Aug - Nov	Outreach to Community Groups (60)	NAIPTA Staff
10/8	2 <sup>nd</sup> Open House	NAIPTA staff
10/?	Mail Ballots Mailed (Earliest) (5/5 latest)	
10/12	1 <sup>st</sup> Day to Return Mail Ballot	City Clerk
10/?	Publicity Pamphlet Mailed (Earliest)	City Clerk
10/10-12	Open House Advertisement # 3 & 4	NAIPTA staff
10/19	3 <sup>rd</sup> Open House	NAIPTA staff
10/26	4 <sup>th</sup> Open House	NAIPTA staff
11/?	Last Day to Return Mail Ballot	
11/8	Election Day	

March 16, 2016



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**DATE PREPARED:** February 29 2016  
**MEETING DATE:** March 23, 2016  
**TO:** Honorable Chairman and Members of the Board  
**FROM:** Jeff Meilbeck, CEO and General Manager  
**SUBJECT:** TIGER Grant Application Fourth Street I-40 Overpass

**RECOMMENDATION:**

Staff recommends that the **NAIPTA Board of Directors** submit a letter to the City of Flagstaff supporting the TIGER grant application for the Fourth Street I-40 overpass at a total project cost of \$15,000,000.

**RELATED Guiding Principles:**

- Collaborate to enhance service delivery

**BACKGROUND:**

The City of Flagstaff and the FMPO applied for funding to build the Fourth Street I-40 Overpass last year. The grant process is competitive and applications are made stronger when they demonstrate collaboration and regional support. A letter from NAIPTA supporting this grant would be helpful to the application.

**TAC DISCUSSION:**

**SUBMITTED BY:**

\_\_\_\_\_  
Jeff Meilbeck  
CEO and General Manager

**ATTACHMENTS:**

- 1) Draft Letter of support (Pending as of 2-29-16) -available at meeting
- 2) Flagstaff TIGER Grant 6-4-15 Final -separate from packet



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**DATE PREPARED:** March 8, 2016  
**DATE:** March 23, 2016  
**TO:** Honorable Chairman and Members of the Board  
**FROM:** Kate Morley, Mobility Planner  
**SUBJECT:** Update on SMART Goals and Deliverables for NAIPTA's Vanpool Program

### **RECOMMENDATION:**

**Staff recommends the Board of Directors** review and approve the continuation of the Goals and Deliverables for NAIPTA's Vanpool Program.

### **RELATED STRATEGIC WORKPLAN OBJECTIVE:**

Guiding Principles:

- ❖ Strive for continuous improvement in all we do
- ❖ Be fiscally responsible and responsive to changing demographics
- ❖ Collaborate to enhance service delivery

5 Year Horizon:

- ❖ Plan with attention to "green" opportunities and long-term sustainability
- ❖ Build cooperative relationships regionally to expand and enhance NAIPTA's positive impact.

### **BACKGROUND:**

The Flagstaff Regional 5-Year and Long Range Transit Plan (5-year Plan) adopted by NAIPTA's Board of Directors in May 2013 identified vanpools as a preferred program to enhance transportation alternatives. In addition to the 5-year Plan, the delivery of vanpools are highlighted in the Mountain Mobility Business Plan; the FMPO Human Service Transportation Coordination Plan – 2015; and in ECONA's Coordination Transit Plan in Northern Arizona – 2014.

In November 2015, NAIPTA's Board of Directors established the following SMART goal with NAIPTA and vRide staff:

*Meet County Vanpool commitments by launching at least 5 vanpool routes by March 31, 2016.*

This overall program goal was established based on the original commitments NAIPTA has made to Coconino County and to ADOT, as well as landing on a timeframe that creates a sense of urgency and is result focused. If we do not have at least 5 vanpools up and successfully running by the end of March 2016, we will need to re-evaluate our strategies for future funding for the vanpool program. Spring is typically when ADOT grants for 5311 are available for application.



### **Progress**

Since the establishment of the SMART goal, NAIPTA has had success implementing three vanpools with significant levels of interest from several other groups.

Established Vanpools

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- December 2015: One vanpool Flagstaff to Winslow for Pharmacists at the Indian Health Care Center
- February 2016: Two vanpools contracted by North Country Health Care for employees traveling from Flagstaff to clinics in Winslow and Ashfork

### On-going Interest

- Potential for one additional vanpool at North Country Health Care
- Potential for five vanpools contracted by Tuba City Regional Health Care Center
- Potential for vanpools contracted by Flagstaff Area National Monuments
- Potential vanpool recreating abandoned Navajo Transit Route between Flagstaff and Tuba City

As of this report, the following efforts have been completed since the creation of this goal:

### Presentations

- 2/3 presentation to ITAC and Diversity Council
- 2/4 presentation to Doney Park Neighborhood Watch
- 2/7 presentation to Tuba City Chapter House
- 2/10 presentations to Tuba business professionals and Regional Health Care Center
- 2/17 presentation to Munds Park Neighborhood Watch
- 2/25 presentation to Flagstaff Area National Monuments

### Specific Outreach

- Outreach to Coconino County and City of Flagstaff Human Resource Directors resulting in collaboration on "transportation week" effort with County
- Outreach to the City of Sedona
- Outreach in Winslow including Facebook, Rotary Club, Chamber Breakfast and ad in Winslow "Scoop"
- Outreach to Grand Canyon National Park and Xanterra
- Outreach to Twin Arrows Casino
- Outreach to ECoNA
- Outreach to Camp Navajo

### News and Media

- Updated Mountain Line Vanpool website
- Article in NAU News
- Article on North Country website
- Human interest story on NAZ Today news channel
- Advertisement in Cityscape

### ALTERNATIVES:

- 1) Approve the continuation of the SMART Goal and the continuation of NAIPTA's Vanpool Program and recommend seeking funding for FY17 Vanpool Program. **(recommended):** Approving the continuation of the recommended goals and deliverables will provide NAIPTA staff and contract provider vRide, Inc direction for the Vanpool Program.

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- 2) Recommend dissolving the efforts and the Vanpool Program (not recommended). If this alternative is the preferred direction, NAIPTA staff will not seek future funding for this program and will re-evaluate ways we can assist with commuter transportation services within Coconino County.

**FISCAL IMPACT:**

This project is budgeted in the FY2016 budget and our success this year will determine if we request ongoing funding in FY2017. There are no additional fiscal impacts identified at this time to establishing the recommended goals and deliverables as marketing, outreach, and operations are part of the contract approved between vRide, Inc. and NAIPTA.

**TAC DISCUSSION:**

The TAC was updated on SMART Goals and deliverables at their March 3<sup>rd</sup> meeting and were supportive of continuing the Vanpool Program.

**SUBMITTED BY:**

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Kate Morley  
Mobility Planner

---

Jeff Meilbeck  
CEO and General Manager

**ATTACHMENTS:**

None.



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**DATE PREPARED**      March 10, 2016

**MEETING DATE:**      March 23, 2016

**TO:**                      Honorable Chairman and Members of the Board

**FROM:**                  Jeff Meilbeck, CEO and General Manager

**SUBJECT:**              RTP Steering Committee Update

**RECOMMENDATION:**

The Board may take action, but there is no recommendation from staff at this time.

**RELATED Guiding Principles:**

- ❖ Collaborate to enhance service delivery

**BACKGROUND:**

On December 3, 2015, the NAIPTA Board and the FMPO Executive Board provided support for formation of the Regional Transportation Plan Steering Committee (Committee). The Committee has a specific structure as follows:

**Vision:** To craft a comprehensive transportation solution that improves mobility and quality of life for residents and visitors of the greater Flagstaff region, promotes economic development and meets granting agency requirements.

**Mission:** To identify priority transportation projects, related costs and viable revenue sources for turning ideas into reality.

**Approach:** Establish a small steering committee of economic development, citizen advocacy groups and government and business leaders<sup>1</sup> who will:

- Provide technical and strategic insights and commit human capital towards achieving our mission
- Ensure that priority projects are included in the RTP
- Identify public and private funding partners.
- Author an RTP Executive Summary which includes specific project and funding recommendations.

**Time-Commitment**

- Attend monthly meetings of 60-90 minute duration anticipated from November 2015 to June 2016
- Read materials between meetings
- Coordinate with FMPO outreach efforts

<sup>1</sup> ADOT, Chamber, COF, County, ECoNA, Flag 40, FMPO, Neighborhood Association, NAIPTA, NAU



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## Authority

The Steering Committee is advisory to the FMPO.

## IMPLICATIONS AND TIMELINE

The committee will complete its work in the spring of 2016 and will be available to share their recommendations and insights with the FMPO Board, NAIPTA Board, City Council, County Board and other officials and governing bodies as requested. The Committee may do a small amount of media outreach to help ensure their message is clearly transmitted.

It must be made clear that the committee is an informal advisory group of stakeholders and community leaders and the committee does not carry any official policy authority. However, the committee's insights and recommendations will be available to elected and appointed officials of state and local government agencies. It is hoped that this approach will provide the foundation for a cooperative transportation funding and construction effort that is of benefit to all partners and the broader community. That said, it will ultimately be up to the respective agencies to decide how to proceed; the committee is not an advocacy group.

## TAC DISCUSSION:

Mr. Meilbeck reported on the progress of this committee thus far. There was no further discussion.

## SUBMITTED BY:

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Jeff Meilbeck  
CEO and General Manager

## ATTACHMENTS:

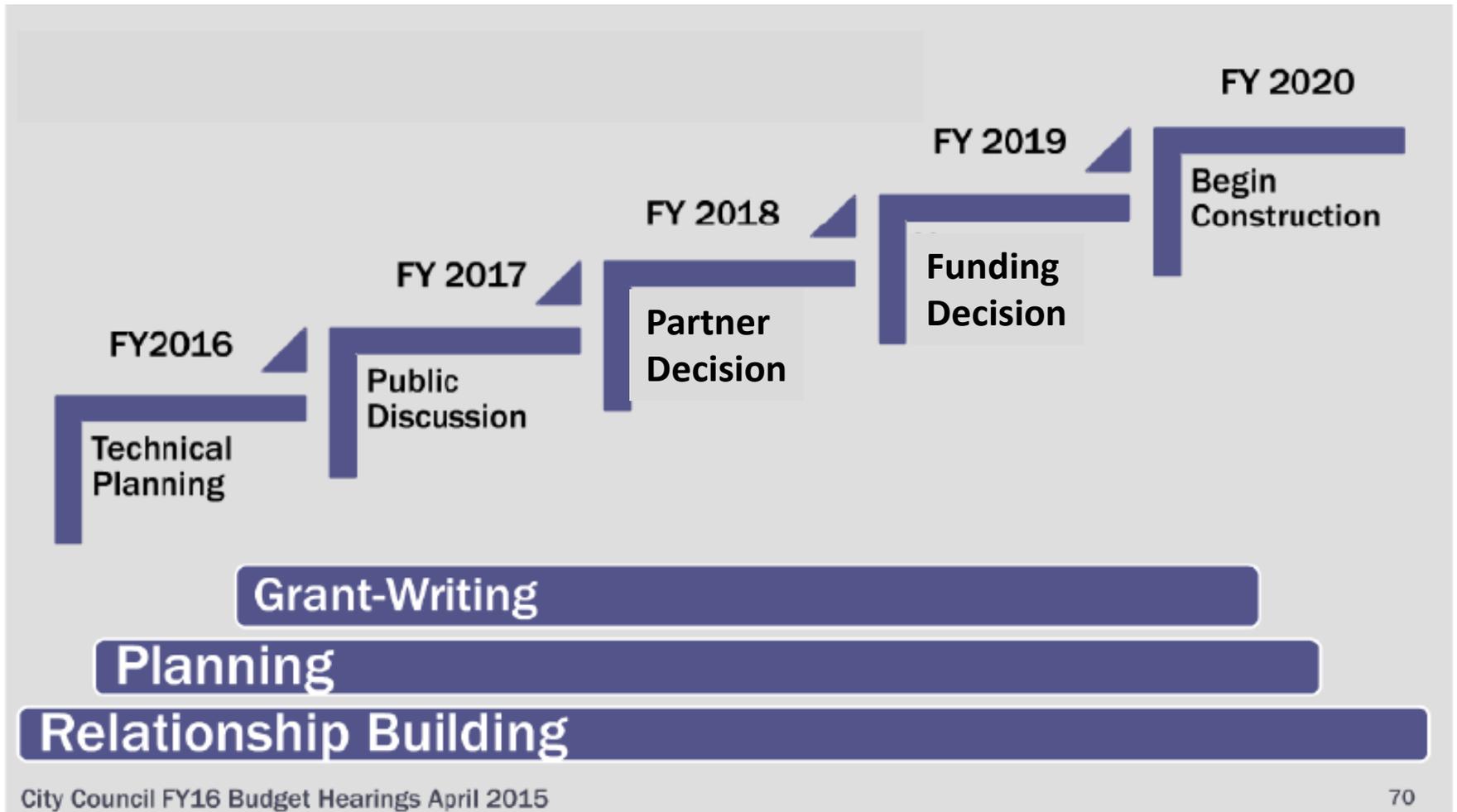
- 1) One Page Plan -page 28



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# One Page Plan





**DATE PREPARED:** March 10, 2016

**DATE:** March 23, 2016

**TO:** Chair and Members of the NAIPTA Board

**FROM:** Jeff Meilbeck, NAIPTA CEO and General Manager

**SUBJECT:** Winslow 5311 Grant Application

**RECOMMENDATION:**

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

**RELATED WORKPLAN OBJECTIVE**

This item does not relate to any specific objective in our current strategic work plan.

**RELATED 5 YEAR HORIZON**

Build cooperative relationships regionally to expand and enhance NAIPTA's positive impact.

**RELATED GUIDING PRINCIPLES**

- Collaborate to enhance service delivery
- Strive for continuous improvement in all we do

**BACKGROUND:**

NAIPTA and City of Winslow staff have discussed the possibilities of launching transit service along the I-40 corridor and within Winslow. ADOT has opened the competitive application process for Rural Transportation grants (section 5311 of the FAST Act). NAIPTA has discussed the possibilities of planning and operating a Winslow transit system with ADOT on a number of formal and informal occasions over the past few years. Most recently, Winslow, ADOT and NAIPTA staff met on February 28, 2016 to discuss the current round of competitive 5311 grants which close on April 22, 2016. The Winslow City Manager and NAIPTA CEO and General Manager are scheduled for a meeting on March 23<sup>rd</sup> at 1:00 PM to discuss next steps.

NAIPTA has a robust history of providing transit expertise to Cities and Towns. Since NAIPTA's formation in 2006 we have completed the following projects outside of the City of Flagstaff:

- Built a Bus Storage and Maintenance facility in Cottonwood, Arizona.
- Launched Verde Lynx commuter express service between Cottonwood and Sedona.

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- Designed and implemented an operational overhaul of transit and para-transit services in the City of Cottonwood.
- Launched Roadrunner circulator service in Sedona, Arizona (service terminated in 2011).

Each of these projects was based on competitive grant-writing and included planning, project management, construction management, administration, community relations and service operations management. NAIPTA also worked with the communities to “turn-over” management of facilities and operations to the local governments after the systems were successfully operating. This history demonstrates NAIPTA’s management capacity and spirit of cooperation towards meeting the evolving needs of member and partner agencies.

**ALTERNATIVES:**

- 1) Direct staff to continue exploring partnership options with the City of Winslow. This approach keeps the dialogue open without either partner incurring significant risk. The time commitment is low from a NAIPTA perspective and may lead to public transportation gains for the region.
- 2) Postpone or cancel exploring partnership options with Winslow. NAIPTA is in the midst of an ongoing service expansion, is preparing for a return to Flagstaff voters in 2016, and is providing leadership on major transportation projects in the Flagstaff area. If there is little chance that NAIPTA will be in a position to support Winslow, we may want to save everyone time and draw that conclusion now.

**FISCAL IMPACT:**

It is too soon to quantify specifics, but the general parameters would be that NAIPTA efforts in Winslow pay for themselves through grants, user fees and funding from the City of Winslow. Unless directed otherwise, NAIPTA staff will approach potential Winslow service in a manner that maintains or increases NAIPTA’s capacity rather than drawing from it. While existing NAIPTA member agencies could always choose to financially support Winslow or provide support from the NAIPTA General Fund, this approach is not being recommended at this time.

**TAC FEEDBACK:**

This item was added to the Board agenda. It was not brought to the TAC on March 3<sup>rd</sup>.



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**SUBMITTED BY:**

---

Jeff Meilbeck  
CEO and General Manager

**ATTACHMENTS:**

None.



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### NAIPTA MEMORANDUM

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**DATE:** February 26, 2016

**TO:** Honorable Chairman and Members of the Board

**FROM:** Erika Mazza, Deputy General Manager

**SUBJECT:** Transit Spine Route Study Update

---

NAIPTA was awarded a Section 5303/04 planning grant through the Flagstaff Metropolitan Planning Organization (FMPO) from the Arizona Department of Transportation. This planning grant is for a proposed cross town bus rapid transit (BRT) route study. Nelson/Nygaard and Associates was procured for consulting services to complete a Locally Preferred Alternative (LPA) with a contract completion date of April 2016.

NAIPTA and the BRT Technical Advisory Team along with the Core Project Team – comprised of staff from NAIPTA, FMPO, and the City of Flagstaff completed their series of meetings on February 18<sup>th</sup>. These meetings culminated in a draft Alternatives Screening Analysis, an Environmental Overview, and potential Runningway and stop locations.

The evaluation process developed to select the Locally Preferred Alternative (LPA) for the Flagstaff Transit Spine Study consists of a two-step screening process:

- An **initial alternatives screening** process that focuses on narrowing a longer list of potential alternatives into a short-list of alternatives.
- A **refined alternatives screening** evaluation in which short-listed alternatives were evaluated in more detail.

These drafts were submitted to the Federal Transit Administration (FTA) – Region 9 office and to FTA Headquarters in Washington DC for review and comment. Staff received initial comment in early March and will provide a final report and LPA to FTA Region 9 office in April. These documents will be the basis for our application to FTA into the Capital Investment Grants – Project Development stage under the Small Starts Program.

Staff will present an overview of the LPA, potential Runningway/stop locations, and key capital considerations. The NAIPTA Board of Director's will review the final plan at an upcoming meeting.

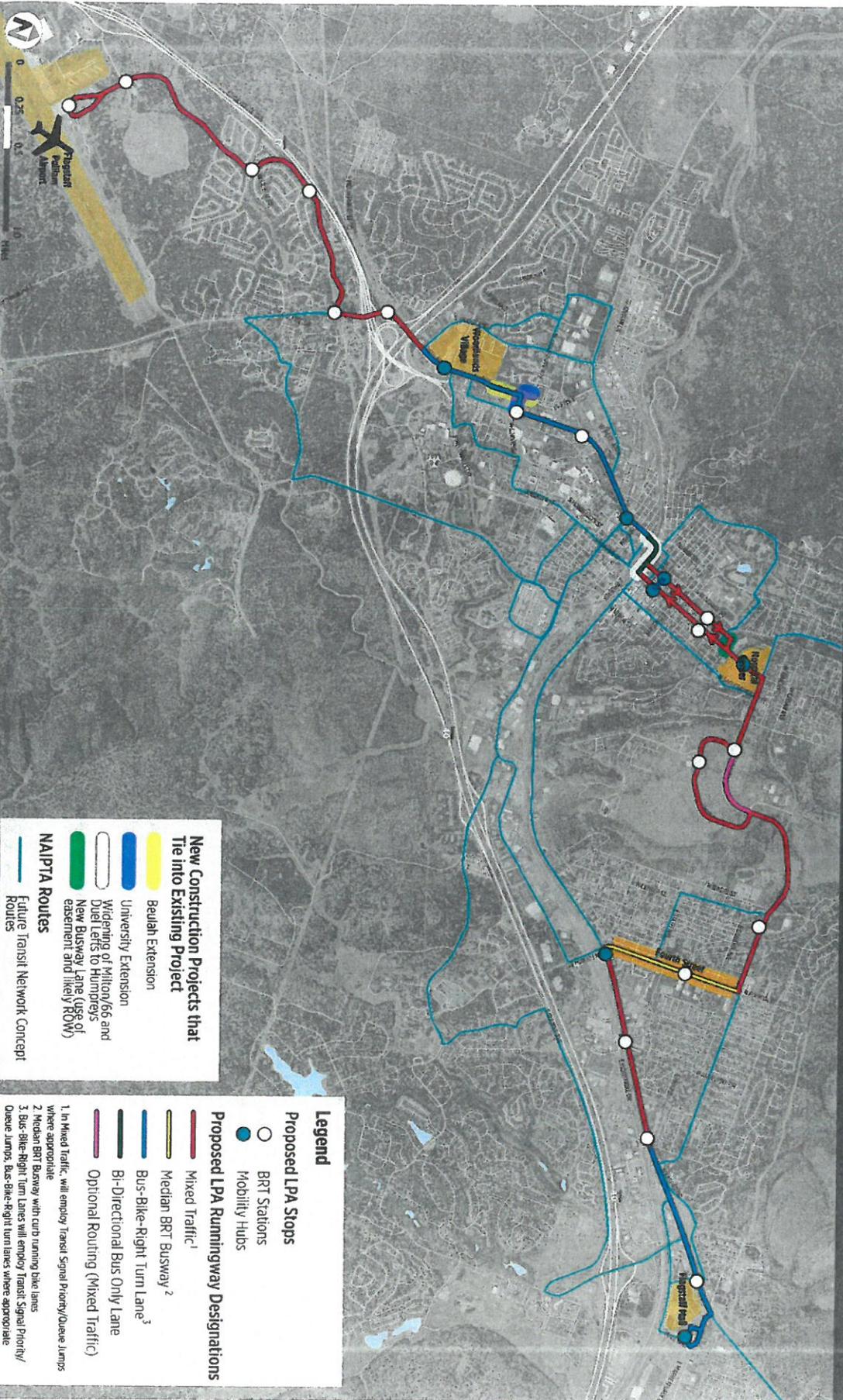


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# Proposed LPA

Proposed Locally Preferred Alternative - Runningway Designations and Stops



**New Construction Projects that Tie into Existing Project**

- Beulah Extension
- University Extension
- Widening of Millon/66 and Dual Lefts to Hummreys
- New Busway Lane (use of easement and likely ROW)

**NAIPTA Routes**

- Future Transit Network Concept Routes

**Legend**

**Proposed LPA Stops**

- BRT Stations
- Mobility Hubs

**Proposed LPA Runningway Designations**

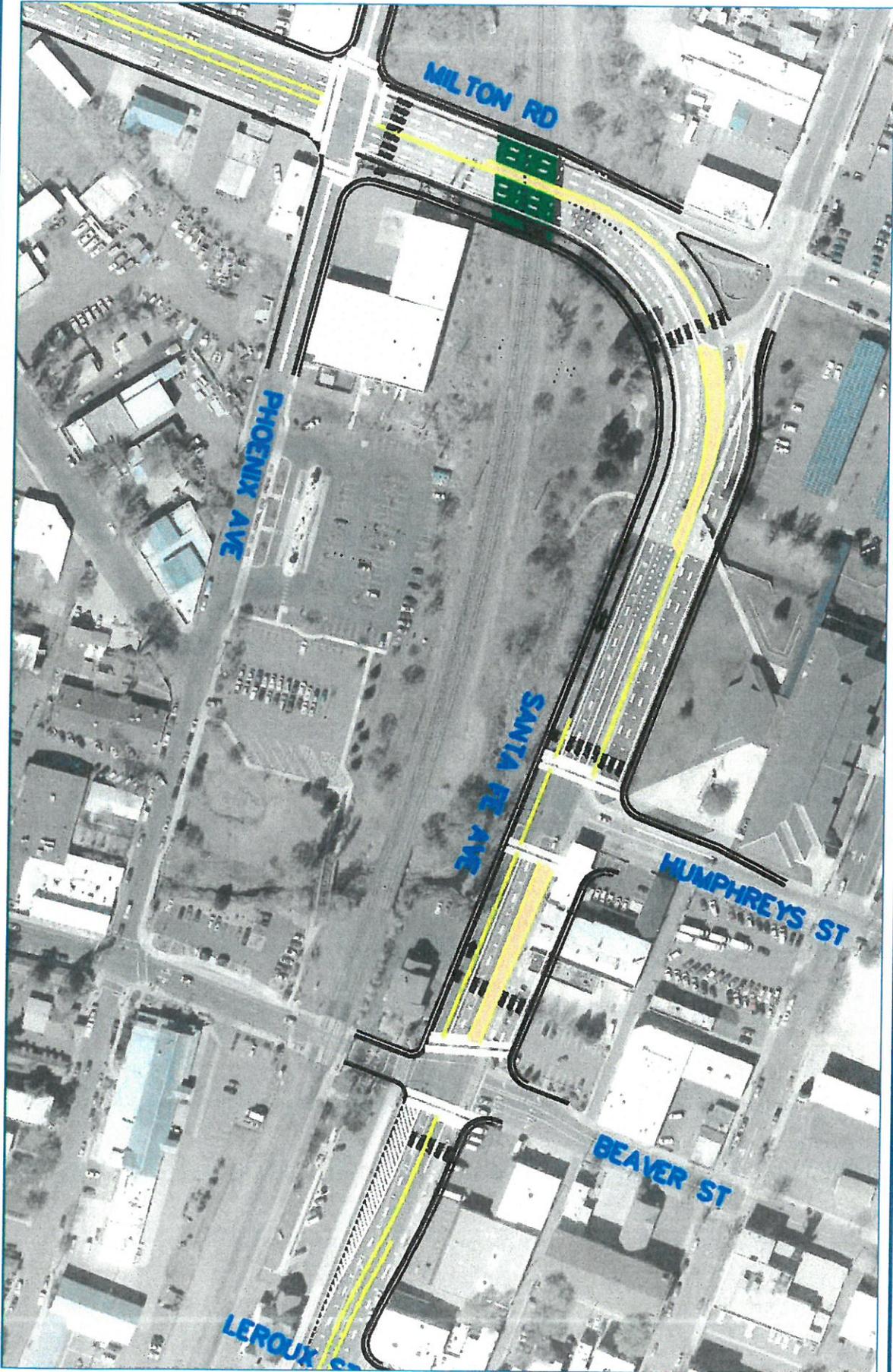
- Mixed Traffic<sup>1</sup>
- Median BRT Busway<sup>2</sup>
- Bus-Bike-Right Turn Lane<sup>3</sup>
- Bi-Directional Bus Only Lane
- Optional Routing (Mixed Traffic)

1. In Mixed Traffic, will employ Transit Signal Priority/Queue Jumps where appropriate

2. Median BRT Busway with curb running bike lanes

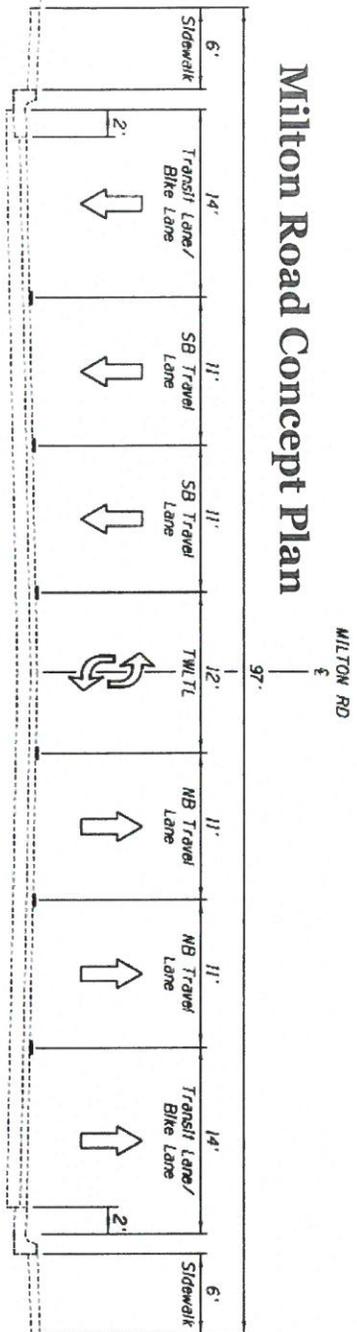
3. Bus-Side-Right Turn Lane will employ Transit Signal Priority/Queue Jumps. Bus-Bike-Right turn lanes where appropriate

# Multimodal BNSF Underpass Strategy



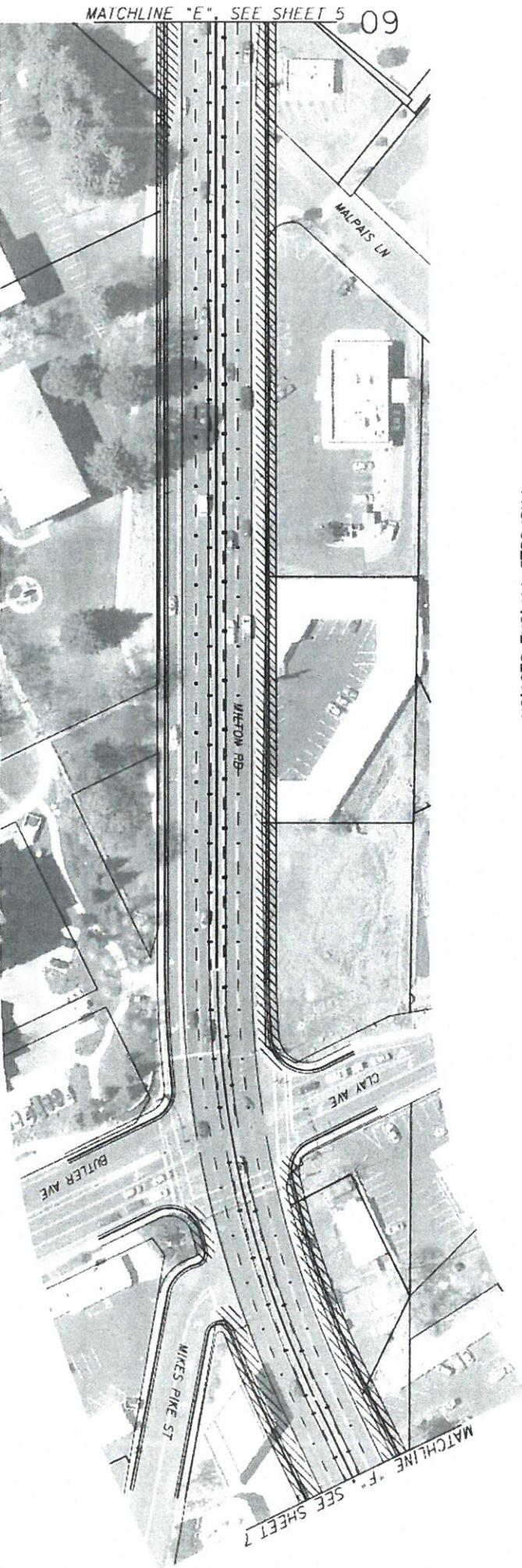
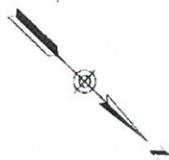
# Runningway Concepts – Milton Road Plan

## Milton Road Concept Plan



PROPOSED TYPICAL SECTION

TSP with or without QJ  
Extend Right Turn Lanes  
Bus/Bike/Right Turns



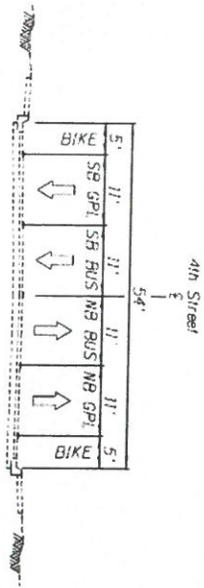
# Runningway Concepts – 4th St Median Busway

Lockett to Route 66  
Sample Concept Plan 7th to Felice

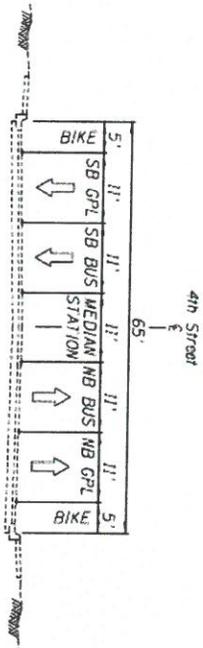
5' Bike Lanes

TSP/QJ

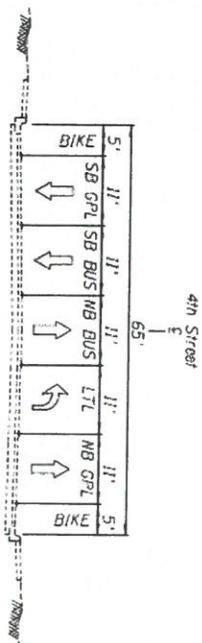
Fits in Existing  
Roadway Prism



54 FOOT TYPICAL SECTION



65 FOOT TYPICAL SECTION  
(BRT MEDIAN STATION)



65 FOOT TYPICAL SECTION  
(LEFT TURN LANE)

