



Board of Directors and Transit Advisory Committee Strategic Policy Advance Minutes for Wednesday, October 21, 2020

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 and Transit Advisory Committee met in Joint Session on Wednesday, October 21, 2020 at 9:00am in the Mountain Line Training Room, 3825 N. Kaspar Drive, Flagstaff, AZ 86004.

This was a WEB BASED meeting. Members of the Board and TAC attended by telephone or internet conferencing only. The public was invited to observe by electronic means only, due to the current public health emergency related to the Coronavirus.

PRESENT:

BOARD MEMBERS PRESENT:

Jamie Whelan (Chair), City Council, City of Flagstaff, (Zoom);
Steve Peru (Vice Chair), Chief Development and Government Relations Officer, CCC, designee, (Zoom), left at approximately 11:52am;
Art Babbott, Board of Supervisors, Coconino County, (Zoom), left at approximately 10:45am and rejoined at approximately 11:19am;
Jim McCarthy, City Council, City of Flagstaff, (Zoom);
Daniel Okoli, Vice President of Capital Planning and Campus Operations, NAU, designee, (Zoom)
**Three of our five Board member seats must be present to constitute a quorum.*
***The City of Flagstaff holds two seats.*

BOARD MEMBERS EXCUSED:

None.

TAC MEMBERS PRESENT:

Erin Stam (Chair), Director of Parking and Shuttle Services, NAU, designee, (Zoom);
Shane Dille (Vice Chair), Deputy City Manager, City of Flagstaff, designee, (Zoom);
Lucinda Andreani, Deputy County Manager, Coconino County, designee, (Zoom), joined at approximately 9:09am and left at approximately 10:30am;
Christopher Tressler, County Engineer, Coconino County, alternate, (Zoom) joined at approximately 9:25am, left at approximately 10:45am, and rejoined at approximately 11:12am;
Gillian Thomas, Citizen Representative, Coconino County, (Zoom);
Kevin Parkes, Citizen Representative, City of Flagstaff, alternate, (Zoom);
Kurt Stull, Executive Director of Facilities and Security, CCC, designee, (Zoom);





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Jeff Meilbeck, Executive Director, MetroPlan, alternate, (Zoom);
Clarreese Greene, VP of Academic Affairs, ASNAU, designee, (Zoom) joined at approximately 9:25am and left at approximately 10:45am

**Five of our eight TAC member seats must be present to constitute a quorum.*

TAC MEMBERS EXCUSED:

Dave Wessel, Manager, MetroPlan;

Gail Jackson, Economic Development Representative, ECoNA

MOUNTAIN LINE STAFF PRESENT:

Heather Dalmolin, CEO and General Manager;

Kate Morley, Deputy General Manager;

Jim Wagner, Operations Director;

Jacki Lenner, Marketing and Communications Manager, (Zoom);

Robert Hilbers, Interim Facilities Manager, (Zoom), joined at approximately 9:19am;

Jon Matthies, IT Manager;

Danelle Knight, Human Resource Manager, (Zoom);

Anne Dunno, Capital Project Manager, (Zoom);

Sam Short, Safety Manager, arrived at approximately 9:10am and left at approximately 10:32am;

Jed Davis, Trainer, left at approximately 9:10am;

Bizzy Collins, Transit Planner;

Estella Hollander, Mobility Planner, (Zoom);

Breanna Fimbres, Montoya Fellow, (Zoom), joined at approximately 10:10am;

Rhonda Cashman, Executive Assistant and Clerk of the Board;

Scott Holcomb, Mountain Line Attorney, (Zoom)

GUESTS PRESENT:

Adam Shimoni, Vice Mayor, City of Flagstaff, alternate, (Zoom), arrival at approximately 9:09am;

Josh Maher, Associate VP for Community Relations, NAU, alternate, (Zoom);

Bob Holmes, Partner, Nexxus Consulting, (Zoom), left at approximately 10:45am

1. CALL TO ORDER -Chair Whelan called the meeting to order at approximately 9:03am.
2. ROLL CALL AND INTRODUCTIONS
3. SAFETY MINUTE
Sam Short, Safety Manager

Mr. Short reported October is Distracted Driving Awareness Month. He encouraged all Mountain Line staff to commit to driving distraction free. On a typical day, more than 700 injuries occur in crashes directly linked to distracted driving. He recommended following established laws and Mountain Line policies. Tips to avoid distracted driving were provided.



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DISCUSSION / ACTION ITEMS:

4. REVIEW THE FY2020 ANNUAL REPORT

-Lauree Battice, Management Services Director

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

Ms. Dalmolin presented on behalf of Ms. Battice. She reviewed a PowerPoint presentation with highlights of FY2020, Monthly Ridership Reports and Strategic Measures, as well as Revenues and Expenses. This item will be brought back to the Board to consider adoption in November. Vice Chair Peru thanked staff for providing the information and stated the Board would be looking at trends into the future. There was no further comment or direction provided.

5. FINANCIAL UPDATE

-Heather Dalmolin, CEO and General Manager

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

- Legislative Update
- Transit Tax Revenues
- Fare Capping

Ms. Dalmolin noted this report would provide information on three important financial matters. She introduced Mr. Bob Holmes from Nexus Consulting to provide the Legislative Update.

Mr. Holmes reviewed a PowerPoint Presentation with the Board and TAC. He shared his background, highlighted Mountain Line's grant funding history, noted Congress passed a continuing resolution that expires December 11, 2020, and shared predictions of what's next dependent on the outcome of the upcoming election. He reported the Fixing America's Surface Transportation Act (FAST Act) has been extended for another year and both the House and Senate have proposals pending that would benefit transportation. Reauthorization goals and process were communicated. He noted further COVID relief legislation is in ongoing negotiations and what that might entail for transportation. There was a brief discussion about how the state has handled COVID relief funds and the fate of Amtrak. Overall, Board and TAC members communicated their appreciation of the funding granted to Mountain Line during the pandemic and during Mr. Holmes' tenure; his efforts have served northern Arizona well. Mr. Holmes complimented City, County and Mountain Line staff on their tremendous work; additionally, he noted the support and commitment of elected officials is significant.

Ms. Dalmolin began by stating a more in-depth review of revenues would be provided next month. She summarized for the Board and TAC revenue projections for the Transit Tax fund, per reports from City staff, demonstrating projected balance pre-COVID through the most recent update of October 2020. The net projection is about a \$500,000 increase in revenues when compared to pre-COVID projections. Additionally, Mountain Line received \$7.2 million in Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding which is being used to defer and preserve the Transit Tax funds for future years.





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Mountain Line has lost approximately \$400,000-\$500,000 in fare revenue due to COVID and the CARES Act funds will be used to fill that shortfall. Board and TAC members were pleased with this good news but suggest proceeding with caution as things may change.

Ms. Dalmolin noted fare losses, as previously mentioned, will be covered by CARES Act funds. She explained the need to go fare free when COVID started to reduce contact between operators and passengers. Stored value cards and mobile ticketing are solutions that are still in the works for immediate introduction and staff are continuing work to consider mobile ticketing solution(s) that could allow Mountain Line to introduce fare capping. Fare capping offers equity across all types of passes for our customers. Ms. Dalmolin shared a table with a comparison between how our current system charges fares, out of pocket cost to a rider, versus fare capping. Director Shimoni said he was very excited about this and he thinks the riders will be happy. Chair Whelan asked if these changes would reach our entire population and not leave anyone out. Ms. Dalmolin replied the program would be open to all. The biggest consideration was our unbanked customers. This option will ensure access. The stored value card will be able to be loaded in \$5 increments or more for those who cannot afford the cost of a \$34 monthly pass at one time. Fare capping is equitable and acceptable for all. Director McCarthy asked if it would be more likely for passengers to share passes. Ms. Dalmolin reported that is a risk in the existing pass system and it is a risk that is commonly considered to be more expensive to mitigate than it is to accept as a risk. We do tell riders that the pass is not transferable but have no other measures to ensure only the intended pass user is using the pass. Mobile ticketing should help mitigate or remove some of this risk. Mobile ticketing will require a smart phone for the app, so Mountain Line will continue to offer both the tap card and the new mobile ticketing option.

6. STRATEGIC PLAN UPDATES

-Heather Dalmolin, CEO and General Manager

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

- Goal One, Kate Morley, Deputy General Manager
- Goal Two, Jim Wagner, Operations Director
- Goal Three, Danelle Knight, Human Resources Manager
- Goal Four, Sam Short, Safety Manager
- Goal Five, Jacki Lenners, Marketing and Communications Manager
- Goal Six, Heather Dalmolin, CEO and General Manager

Ms. Dalmolin stated this plan was adopted last spring under the previous General Manager, Erika Mazza. While the goals and objectives are good for the length of the Strategic Plan, staff have identified some tasks and/or timelines to be unrealistic or not broad enough. Staff propose revising tasks to align with the proposed new Five-Year Plan as well as the adoption of key performance indicators (KPIs) which were not included in this Plan. Staff will continue to provide updates twice a year.

Goal One – Service Excellence – Ms. Morley stated she would give a high level overview. She noted Ms. Dalmolin just mentioned the upcoming fare technology improvements for



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our customers. Mountain Line received a grant for \$300,000 from the Community Transportation Association of America (CTAA) for an On-Demand Pilot program. The Milton Corridor Master Plan (CMP) is the reason staff have been moving slow on the Bus Rapid Transit (BRT) project. The CMP is close to making recommendations. The transit improvements proposed at this time do not seem like they will offer significant benefit to Mountain Line. There will be further discussion on this topic next month and how to move forward with the BRT project. The Downtown Connection Center (DCC) remains our number one capital priority. The first stakeholder's meeting will be next week. As the project evolves, some risks and challenges have been identified and will be discussed next month, as well as what is going well. As Mr. Holmes mentioned in his presentation, the many grants we have received, and the projects continue to move forward in the planning and design stages. The Kaspar Intersection will be delivered next summer. Some partnerships have worked really well, and others have not. The DCC is moving forward with partnerships. She recommended future discussion regarding the regional service request policy based on lessons learned from partnerships that have not panned out. Chair Whelan commented on the Arizona Department of Transportation (ADOT) Milton CMP in its fourth year and she understands a full discussion will occur next month, but an idea of them coming back with a No Build recommendation is really not acceptable because the main purpose was to consider transit. She suggested members and staff begin thinking about how we can convey that need.

Goal Two – Stewardship of Resources – Mr. Wagner stated Mountain Line staff are responsible for public investment and must care for that investment. We do that by using a software solution, ThingTech, for all rolling stock and fixed assets. Facilities has been using the software for a few years and currently Fleet is transitioning maintenance records to the solution because it has easy to use functionality. Staff are working on the Zero Emissions Bus (ZEB) Transition Plan with the Center for Transportation and Environment (CTE) and an implementation plan will be provided in December. Two electric bus demos have been done in the past six months with Proterra and New Flyer. Both performed well and they are eager for our business.

Goal Three – Investing in Mountain Line Workforce – Ms. Knight stated the compensation study was completed in FY2020. The approved FY2021 Pay Plan, although frozen in FY2021, allows for team members on step tables to receive a four percent increase and open range staff to receive a three percent increase. Human Resources is evaluating benefit options to identify ways to reduce cost, possibly offer supplemental benefits, and educate all staff on our total compensation package. Staff continue to improve recognition programs to reward staff for their hard work on meeting the organization's mission and vision. Operations Supervisors and leaders have had professional development training over the last three months to promote a coaching environment. Mountain Line has increased the number of fulltime operators from 40 to 48 to reduce dependency on overtime and provide work/life balance. The job descriptions for bus and paratransit operators have been merged to provide flexibility and improve efficiency.



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Goal Four – Enhanced Safety Culture – Mr. Wagner reported on behalf of Mr. Short. He noted COVID-19 shifted attention from many of the identified tasks and provided focus on employee and public safety while doing our part to address concerns. Everyone has had to work hard together to maintain the health and safety of our staff and customers. Facilities continues to sanitize bus stops and connection centers with a spray solution, the main office is cleaned daily, and high touchpoints are cleaned in all offices once weekly. Maximum occupancy signs have been placed on meeting room doors. Fleet hired extra detailers for cleaning passenger high touch points on buses at the DCC and at base all areas of the buses are sanitized each night. To purchase security doors, it could have taken 12-18 months to receive them and cost \$5,000-\$7,000 each. He shared a PowerPoint presentation of the operator security doors built by the Fleet department staff as part of the reopening plan. They first built a prototype. They took raw materials and welded a frame. Half inch plexiglass was used as a shield for the upper part of the door. The door can be locked in the open, meaning across the aisleway to the back of the bus, or closed position, isolating driver seating area from public entrance. Nice that when we had rear-door boarding the security door was locked in the open position and now that we have front-door boarding, it can be closed for the operator's protection. Chair Whelan commented that this was brilliant, and she was appreciative of the work done. She asked what the driver's think of the security doors. Mr. Wagner said there are some mixed feelings, but overall, they are excited about them. He explained this is phase one of door development and we continue to work on improvements to address operators' comments.

Goal Five – Community Engagement – Ms. Lenners explained this is one of our outward-facing goals which has definitely been more challenging during the pandemic. Many of the tasks continue to be pushed off or may be adapted to the new normal. Staff met with City and County candidates and some seated members of the City Council and the County Board of Supervisors. Approximately 12 virtual presentations have been completed this month. Some of them may consider being on our Board if successful; if not, then they are at least more familiar with Mountain Line. There is an increased awareness within the community, primarily related to what we are doing related to COVID to keep staff and passengers safe. There are not a lot of community events going on; however, we participated in a virtual Science in the Park for Mountain Line related to bus technologies over Instagram. The front desk is going through a restructuring. Currently the front desk person has been helping with accounting and soon that person will help her with community events. There will be a public outreach component to the DCC project down the road. Staff are looking to be more involved with Boards and Commissions related to transportation, housing, and climate change; even if we don't have a seat, making sure we have a presence. Lastly, the branding transition from NAIPTA to Mountain Line for outward-facing recognition is still in process. A lot has been accomplished, for example staff email addresses have been converted to mountainline.az.gov. A larger project will be to redo the wrap on paratransit vans from Mountain Lift to Mountain Line Paratransit. There is a bigger list that will be worked on as time allows. Chair Whelan thanked staff for this work.



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Goal Six – Fiscal Responsibility – Ms. Dalmolin reported staff are looking to ensure Mountain Line’s sustainable financial future through our Strategic Investment Plan. It will tie together our capital investment plan, financial plan, and service planning. These plans have traditionally all been separate and staff are excited to coordinate efforts as related to the timing of the Five-Year Transit Plan as well. The receipt of CARES Act funding has helped reduce transit tax funding needed last fiscal year and will continue to be helpful in the coming two fiscal years. Long term, one of the paths identified was growing the ecoPASS program; however, in the current climate, we are focused on maintaining the ecoPASS program participants. This has been a small shift. As the financial future for the community starts to stabilize, we will resume the effort to grow the program. We are still looking to develop private partnerships as related to the BRT system and a possible connection to the airport. We just talked about fare capping and other fare strategies. These are all funding sources we could use to replace federal funding. As we look to expand Mountain Line revenue resources for the full implementation of the Five-Year Transit Plan, we had the conversation early last spring and determined 2020 wasn’t the year to go to the ballot and that was pre-COVID, which we are all very grateful that we made that decision. We continue to look at when do we go back, whether that is in 2022 or 2024 is yet to be determined. The Transit Plan update we are working on will help solidify the goal for the right funding strategy. Staff continue to work with the Arizona Transit Association (AzTA) on potential state funding for transit. Arizona is one of four states that does not fund public transit. We would like to be part of the movement to change that. We do retain our memberships with national organizations. As Mr. Holmes mentioned, those relationships are very helpful when we go to Washington D.C. to meet with our representatives and ask for support for our grant applications and reauthorization. There were no questions. Chair Whelan thanked staff for these efforts.

7. CONSIDER THE PURCHASE OF A FIVE-YEAR TRANSIT PLAN

-Bizzy Collins, Transit Planner

The Board may provide direction, but there is no recommendation from staff at this time. Staff is seeking feedback on the goals of the Five-Year Transit Plan update.

- Overview
- 15-minute break
- Breakout Sessions (approximately 30 minutes) – No quorum of Board members shall be assigned to the same breakout session group and no action will be taken.
- Review and Discussion resulting from the Breakout Sessions

Ms. Collins explained she plans to review the key points of the current Five-Year Transit Plan adopted in 2017 and why staff feel it is timely to update the plan. Then there will be breakout sessions for small group discussions and then the larger group will reconvene for review of the small group discussions. She reviewed a PowerPoint presentation with the Board and TAC. She explained the Ridership versus Coverage options in detail. In 2017, as reflected by public support, the Board decided to maintain existing coverage and any future funding was to focus on increasing frequency in high ridership areas to increase ridership. The Permanent Transit Network (PTN) was defined and would be used as a guide for transit-oriented development for Mountain Line, the City, the County, and





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developers. The Future Funding Scenario notes frequency of routes by color on the map, red being the highest frequency, every 10-15 minutes and green being the least frequency, every 60 minutes. The proposed extension of service on West Route 66 to Woody Mountain Road was shown in blue. The dashed lines show possible future service along JW Powell Boulevard. The precinct map reflecting Proposition 421 support, or lack of support in certain areas, for increased transit service was reviewed. One of the recent service changes involved the splitting of Route 7 into Route 7 and Route 8. This was done to set the stage for the extension of Route 8 in the future. She noted the reasons for a proposed plan update: Proposition 421 did not pass, demand for transit, COVID-19 brought to light some areas where transit dependent populations have greater than average walksheds to bus stops, integrated transportation system - more cost effective and efficient, specific and prioritized investments for future funding to meet community goals, key performance indicators for the Strategic Plan, and community engagement as a launchpad for a possible tax question in 2022. January – November 2021 is the proposed timeline for developing the plan and then seek Board adoption in December 2021. This would not be a major overhaul, but an update to the plan would incorporate and optimize all of these plans. Chair Whelan commented that this is the perfect time for this update and leading into a future ballot question. With the adaptation of the Climate Action Plan 2030, it is the perfect time to offer solutions to our community. Ms. Collins explained the objective of the breakout sessions is to determine support for the update to the plan and scope of work, as well as seeking feedback on what went well during the last Five-Year Transit Plan planning effort. This is an unbudgeted item, and it will require Board approval along the way. Staff will be applying for an ADOT planning grant in which there should be a decision in December. Execution of a contract is anticipated in January. Direction for public engagement will be needed in March.

Ms. Collins announced the breakout rooms will occur in the same platform; invitations will need to be accepted to enter the breakout room. There are predetermined questions for the breakout sessions (below). A brief break was taken from 10:45 am to 11 am before beginning the 30-minute breakout sessions. A second short break of 5 minutes will be offered at the conclusion of the breakout sessions before the public meeting is resumed.

Breakout Session Questions:

- You heard staff's reasons for wanting to update the plan now rather than later. What reasons do you agree with? What reasons don't you agree with?
- As we grow, is the balance of frequency and coverage still right for Flagstaff? Is this something you would want to revisit or believe we already have it right?
- Do we want to explore a tax increase during the five years of the plan (2021-2026) as part of this Plan? If so, what information would you need to know to make a future tax recommendation?
- Were there aspects about how the Board and TAC were involved in the last Five-Year Transit Plan that we need to do again? What specific outcomes would be achieved if we deliver this project successfully? What should not be included, revisited, or studied as part of this Plan?



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The main meeting was reconvened at approximately 11:35am. Breakout Session reports are as follows:

Ms. Collins reported her group included: Vice Chair Peru, Advisor Stam, Advisor Stull, Director Shimoni, and Mr. Wagner. They supported updating the plan now rather than waiting until Mountain Line might seek a ballot question. They also agreed it is still good to prioritize frequency for the Flagstaff community, as well as multimodal connections through complete streets. There are regional opportunities. There is support for exploring a tax increase: values, community goals, how transit can be part of the solution. Staff would need continued direction for the next ballot issue, strong support, and a robust marketing campaign including social media to compliment in person events.

Ms. Morley reported her group included: Director Babbott, Director Maher, Advisor Dille, Ms. Fimbres, and Ms. Cashman. They wondered what the economy might be like and what other ballot issues there might be in 2022. Mainly, the discussion was about what is the shelf life of the plan, and would it have to be redone if not going for a ballot initiative until 2024. Mountain Line can't really do anything on their own, having no taxing authority, so the plan would highlight what could be done if additional funding became available.

Ms. Dunno reported her group included: Chair Whelan, Director Okoli, Advisor Tressler, Mr. Holcomb, Ms. Dalmolin, and Mr. Hilbers. They felt the timing is right to update the plan. Chair Whelan recommended seizing growth of the bedroom communities around Flagstaff and would support more of a balance of frequency and coverage. They determined the population needs to be better educated regarding bus service. Tiers of service options with funding scenarios should be embedded in the plan. If adding coverage, be cautious that an adequate service level is being offered as we have one chance to make an impression. Evaluate current routes to see if more frequency is needed. Should the plan inform a future tax question with regard to climate action; bus service helps to reduce greenhouse gas emissions. Chair Whelan suggested inviting the public to do their part, from supporting the tax to riding the bus. If proceeding with a ballot question, Mountain Line needs to clearly identify what the public would get with the funds. The Five-Year Transit Plan should develop an educational strategy for the tax question and explore other funding options. Chair Whelan and Director Okoli were not on the Board in 2017, but they recommended staff keep doing what they are doing and get Board input along the way; additionally, gather with stakeholders to gain momentum for a future ballot question.

Ms. Hollander reported her group included: Director McCarthy, Advisor Thomas, Advisor Parkes, Advisor Meilbeck, and Ms. Lenners. They support an update of the Five-Year Transit Plan and recommend evaluation of pre and post COVID trends. Regarding frequency versus coverage, they recommended not going backwards, but keep an eye on future growth and incorporate transit. Any additional areas considered for coverage should have potential for high ridership. Frequency will make a difference for a new neighborhood. Look to the upcoming mobility on demand pilot program to meet coverage goals. Discussion about new development on Butler. There may be areas that should be



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served, such as the airport, and they wondered how the Lone Tree bridge might change some of the bus routes. They recommended responding to development. They also recommended exploring options related to the tax question; perhaps a focus group – listen to citizens and start soon. They thought getting the DCC up and running would show progress. Citizen involvement is crucial to shape the tax question, grass roots support, form a Political Action Committee (PAC) so we have advocates, people to say, “Vote Yes!” If there are questions about coverage, be prepared to answer them. It will be a challenge if there are two initiatives requesting tax increases in the same year which could hinder success. Mountain Line could partner with climate change and/or housing. Transit has a strong connection with both. Public outreach will be needed. Some routes may need refining and connections may need work. They posed the question whether a \$200,000 budget is appropriate for this project.

Chair Whelan commented on the excellent work within the groups. Ms. Collins noted she would be back with a report next month and she will be sure to include an answer to the budget question.

PROGRESS REPORTS:

8. PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP) UPDATE

-Sam Short, Safety Manager

Per Ms. Dalmolin, this will be a discussion item in November.

9. SUMMARY OF CURRENT EVENTS

-Heather Dalmolin, CEO and General Manager

Ms. Dalmolin noted a few highlights from her current events report to the Board and TAC:

- Front door boarding and fare collection resumed this morning. The office has been open for a week selling passes. The marketing campaign has gotten the word out to our customers.
- The County Emergency Operations Center donated cotton reusable face coverings to Mountain Line. We are currently in the process of pulling off disposable masks and replacing them with these reusable masks.
- Ridership is averaging about 50 percent of our prior year performance right now.
- Two replacement paratransit vans have been ordered and delivery is expected this winter.
- The Central Yavapai Metropolitan Planning Organization (CYMPO) has withdrawn their regional service request. They are working on becoming a direct recipient and wish to manage those funds independently.
- The first stakeholder meeting for the DCC will be virtual and held on October 27th.
- A virtual public meeting for the Kaspar Intersection will be held on October 28th.
- Mountain Line did receive a Spotlight Award from AzTA and ADOT for our community effort to work with the Flagstaff Food Bank on the delivery of food boxes during the COVID-19 pandemic.



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- We are encouraging staff to participate in a Halloween costume contest and pumpkin decorating contest. If interested in participating, please send a photo in your costume or a photo of your pumpkin to her.

Chair Whelan thanked Board and TAC members and staff for their hard work at this meeting. She said we should be proud of the direction in which we are heading.

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

November/December Working Agenda

The next TAC meeting will be November 5, 2020 and will be a Zoom meeting based in Flagstaff in the Mountain Line Training Room, 3825 N. Kaspar Dr., Flagstaff, AZ 86004 at 10am. The public is invited to attend. November agenda items will include but not be limited to the Climate Emergency Presentation, Adoption of the Annual Report, Adoption of the Public Transportation Agency Safety Plan, First Quarter Revenue Report, Downtown Connection Center (DCC) Update, Yavapai County Sheriff's Office Service Request, Milton Corridor/Bus Rapid Transit (BRT) Update, American Public Transportation Association (APTA) Health and Safety Commitment, COVID-19 Reopening Update, Service Change Update, Mountain Express Update, Grant Award Notification: 5307/5339 and 5305, Workforce Utilization Report, and Delegation of Authority Updates. The November agenda will be available for review on Mountain Line's website and at Mountain Line's public posting places (listed on the Mountain Line website) at least 24 hours prior to the meeting and should be consulted for a list of items that will come before the TAC.

The next Board meeting will be November 18, 2020 and will be a Zoom meeting based in Flagstaff in the Mountain Line Training Room, 3825 N. Kaspar Dr., Flagstaff, AZ 86004 at 10am. The public is invited to attend. November agenda items will include but not be limited to the Active Transportation Master Plan Presentation, the Climate Emergency Presentation, Annual Report Adoption, Public Transportation Agency Safety Plan Adoption, First Quarter Revenue Report, Downtown Connection Center (DCC) Update, Yavapai County Sheriff's Office Service Request, Milton Corridor/Bus Rapid Transit (BRT) Update, American Public Transportation Association (APTA) Health and Safety Commitment, COVID-19 Reopening Update, Service Change Update, Mountain Express Update, Grant Award Notification: 5307/5339 and 5305, Workforce Utilization Report, and Delegation of Authority Updates. The November agenda will be available for review on Mountain Line's website and at Mountain Line's public posting places (listed on the Mountain Line website) at least 24 hours prior to the meeting and should be consulted for a list of items that will come before the Board.

10. ADJOURNMENT -Chair Whelan adjourned the meeting at approximately 11:58am.

Jamie Whelan, Chair, Mountain Line Board of Directors

ATTEST:

Rhonda Cashman, Executive Assistant and Clerk of the Board



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