



Mountain Line

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NOTICE AND AGENDA OF PUBLIC MEETING AND POSSIBLE EXECUTIVE SESSION OF THE TRANSIT ADVISORY COMMITTEE (TAC) OF THE NORTHERN ARIZONA INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the TAC of the Northern Arizona Intergovernmental Public Transportation Authority (“Mountain Line”) and to the general public that the TAC will hold a meeting on:

Thursday, November 5, 2020
10:00 AM
Mountain Line Training Room
3825 N. Kaspar Drive
Flagstaff, AZ 86004

Due to the current public health emergency related to the Coronavirus, this meeting held in the Training Room will not be open to the public. This is a WEB BASED meeting. Members of the Transit Advisory Committee may attend by telephone or internet conferencing. The public may submit comments to transportation@naipta.az.gov by 9am on the day of the meeting to be read into the record and may observe the meeting by following the instructions at <https://mountainline.az.gov/about-us/transit-advisory-committee/>.

The TAC may vote to hold an executive session for the purpose of obtaining legal advice from Mountain Line’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:

1. CALL TO ORDER
2. ROLL CALL
3. SAFETY MINUTE
-Sam Short, Safety Manager
4. APPROVE TAC MINUTES 9/3/2020
5. REVIEW OF THE DRAFT BOARD BUSINESS AGENDA

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

a. **CONSENT AGENDA:**

All matters under Consent Agenda are considered by the Board of Directors to be routine and will be enacted by a single motion APPROVING THE CONSENT AGENDA. If discussion is desired on any particular consent item, that item will be removed from the consent agenda and will be considered separately. All items on the Consent Agenda with financial impact have been budgeted.

i. CONSIDER THE FY2020 ANNUAL REPORT

-Lauree Battice, Management Services Director

Staff recommends the Board of Directors approve the FY2020 Annual Report and authorize staff to submit the report to the State of Arizona and partner agencies as required in the Master IGA.

b. **DISCUSSION / ACTION ITEMS:**

i. PRESENTATION ON THE CITY OF FLAGSTAFF CLIMATE EMERGENCY

-Kate Morley, Deputy General Manager

-Ramón DC Alatorre, City of Flagstaff Climate and Energy Coordinator

This item is for information and discussion only.

ii. CONSIDER AND APPROVE THE FIRST FY2021 BUDGET REVISION

-Heather Dalmolin, CEO and General Manager

Staff requests the Board of Directors approve the First FY2021 Budget Revision for a total change of \$40,438.88 to move 50% of delayed wage adjustment for exempt staff effective October 1, 2020 from contingency to wages and employee related expenses (ERE).

iii. PURCHASE OF A FIVE-YEAR TRANSIT PLAN

-Bizzy Collins, Transit Planner

Staff recommends that the Board of Directors approve 1) the application for and execution of a 5305e grant for the Five-Year Transit Plan through MetroPlan in the amount of \$273,000, and 2) delegate the authority to the CEO to execute the procurement for consultants to assist with the Five-Year Transit Plan within the project budget.

iv. CONSIDER THE PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)

-Sam Short, Safety Manager

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

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v. CONSIDER THE DOWNTOWN CONNECTION CENTER (DCC) UPDATE

-Kate Morley, Deputy General Manager

Staff has no specific recommendation for the Board of Directors; however, staff is seeking feedback on next steps.

vi. CONSIDER THE BUS RAPID TRANSIT (BRT) PROJECT IN RELATIONSHIP TO THE MILTON CORRIDOR MASTER PLAN

-Kate Morley, Deputy General Manager

Staff has no specific recommendation for the Board of Directors; however, actions the Board could consider include: 1) Direct staff to continue to plan for the BRT and return with another update upon final recommendation of the Milton Corridor; 2) Take a formal action item in support of the BRT to City Council for consideration; 3) Notify the Federal Transit Administration we no longer intend to continue the project.

vii. AMERICAN PUBLIC TRANSPORTATION ASSOCIATION (APTA) HEALTH AND SAFETY COMMITMENTS PROGRAM

-Jacki Lenner, Marketing and Communications Manager

This item is for information and discussion only.

viii. CONSIDER THE YAVAPAI COUNTY SHERIFF'S OFFICE REQUEST FOR SERVICE

-Estella Hollander, Mobility Planner

Staff recommends the Board of Directors approve Yavapai County Sherriff's Office (YCSO) service request to participate in the Mountain Line Vanpool program.

c. PROGRESS REPORTS:

i. COVID-19 REOPENING PLAN

-Kate Morley, Deputy General Manager

ii. UPDATE ON AUGUST SERVICE CHANGES

-Bizzy Collins, Transit Planner

iii. MOUNTIAN EXPRESS SERVICE FOR 2020-2021

-Bizzy Collins, Transit Planner

iv. GRANT AWARD NOTIFICATION

-Estella Hollander, Mobility Planner

v. CAMPUS BUS FACILITY PROJECT DEVELOPMENT

-Anne Dunno, Capital Project Manager

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- vi. EQUAL EMPLOYMENT OPPORTUNITY (EEO) FEDERAL FISCAL YEAR WORKFORCE UTILIZATION ANALYSIS
-Danelle Knight, Human Resource Manager
- vii. DELEGATIONS OF AUTHORITY
-Heather Dalmolin, CEO and General Manager
- viii. SUMMARY OF CURRENT EVENTS
-Heather Dalmolin, CEO and General Manager

ITEMS FROM COMMITTEE AND STAFF:

- 6. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS
December/January Working Agenda

The next TAC meeting will be December 3, 2020 and it 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. December agenda items may include but not be limited to the Arizona Department of Transportation (ADOT) Milton Corridor Presentation, FY2020 Financial Audit Report, Five-Year Transit Plan Procurement, Zero Emissions Bus (ZEB) Plan Adoption, Social and Behavioral Sciences (SBS)/McConnell Intersection Close Out and Shift Funding, Mountain Line Local, State, and Federal Presence and Roles, Regional Service Request Policy Review, Employee Satisfaction Survey Results, Elerts Update, AECOM Quarterly Update, and Delegations of Authority Update. The December 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.

- 7. ADJOURNMENT

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