



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, April 1, 2021
10:00 AM
Mountain Line Training Room
3773 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 3/4/2021
5. TAC AGENDA
 - a. **DISCUSSION / ACTION ITEM:**

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i. CONSIDER THE FY2020 FINANCIAL AUDIT REPORT

-Lauree Battice, Management Services Director

Staff recommends the Board of Directors approve the FY2020 Financial Audit Report as completed by Fester and Chapman P.C. and authorize staff to file report as required by March 31, 2021.

6. REVIEW OF THE DRAFT BOARD BUSINESS AGENDA

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 METROPLAN AND MOUNTAIN LINE COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN

-Estella Hollander, Mobility Planner

Staff recommends the Board of Directors adopt the MetroPlan and Mountain Line Coordinated Public Transit-Human Services Transportation Plan.

b. **DISCUSSION / ACTION ITEMS:**

i. CONSIDER VICE CHAIR ASCENSION AND ELECTION OF A VICE CHAIR FOR THE BOARD OF DIRECTORS

-Rhonda Cashman, Executive Assistant and Clerk of the Board

Staff recommends the Board of Directors affirm the ascension of the Vice Chair to the Chair position and elect a Vice Chair for the remainder of FY2021, effective immediately and ending June 30, 2021.

ii. CONSIDER THE MICROTRANSIT PILOT IN THE HUNTINGTON AND INDUSTRIAL CORRIDOR

-Estella Hollander, Mobility Planner

Staff recommends the Board of Directors: 1) Review the proposed microtransit pilot in the Huntington and Industrial Corridor; and 2) Open public comment period April 21 – June 16.

iii. CONSIDER DELEGATION OF AUTHORITY TO THE CEO AND GENERAL MANAGER TO EXECUTE FEDERAL GRANTS

-Estella Hollander, Mobility Planner

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Staff recommends the Board of Directors: 1) Authorize staff to submit federal funding requests for projects listed below; and 2) Delegate authority to CEO and General Manager to execute contract of award.

iv. KASPAR INTERSECTION PLAN AND TRANSIT SIGNAL PRIORITY (TSP)

- Anne Dunno, Capital Project Manager
- Estella Hollander, Mobility Planner

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

v. REVIEW ORGANIZATIONAL STRUCTURE AND COMPENSATION PLAN

- Heather Dalmolin, CEO and General Manager

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

vi. REVIEW FY2022 WORKFORCE BUDGET AND STRATEGIES

- Heather Dalmolin, CEO and General Manager

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

c. PROGRESS REPORTS:

i. FIVE-YEAR TRANSIT PLAN

- Bizzy Collins, Transit Planner

ii. UPDATE ON GENERAL CONSULTING SERVICES CONTRACT

- Kate Morley, Deputy General Manager

iii. NEW PARATRANSIT VAN DELIVERY

- Jim Wagner, Operations Director

iv. SUMMARY OF CURRENT EVENTS

- Heather Dalmolin, CEO and General Manager

ITEMS FROM COMMITTEE AND STAFF:

7. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

May/June Working Agenda

The Board and TAC joint meeting will be Wednesday, May 19, 2021 and it will be a Zoom meeting based in Flagstaff in the Mountain Line Training Room, 3773 N. Kaspar Dr., Flagstaff, AZ 86004 at 10am. The public is invited to attend. May agenda items may include but not be limited to the Third Quarter Revenue Report, Review Strategic Plan, Budget Presentation, Headquarters Master Plan, Campus Bus Storage Update, Workforce Utilization Report, and Delegation of Authority Updates. The May agenda will be available for review on Mountain Line's website and at Mountain Line's public posting places (listed on the Mountain Line

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website) at least 24 hours prior to the meeting and should be consulted for a list of items that will come before the Board and TAC.

The next TAC meeting will be June 3, 2021 and it will be a Zoom meeting based in Flagstaff in the Mountain Line Training Room, 3773 N. Kaspar Dr., Flagstaff, AZ 86004 at 10am. The public is invited to attend. June agenda items may include but not be limited to FY2022 Budget Approval, Mobility On-Demand/Microtransit Demo, Procurement Resolution, Grant Resolution, Election of Officers, Equal Employment Opportunity (EEO) Program Review, Disadvantaged Business Enterprise (DBE) Program and Goal, AECOM Contract Approval, Fare Capping, Residential/Peer City EcoPASS Discussion, Mobile Ticketing, Review Meeting Calendar, Line of Credit, General Liability Insurance Renewals, Annual Contract Renewals, Personnel Policy Manual Updates, and Delegation of Authority Updates. The June 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.

8. ADJOURNMENT

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