



Mountain Line

3773 N. Kaspar Drive · Flagstaff, AZ 86004 · 928-679-8900 · FAX 928-779-6868 · www.mountainline.az.gov

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, August 5, 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
-Samuel Short, Safety Manager
4. APPROVE TAC MINUTES 6/3/2021
5. TAC AGENDA
 - a. **DISCUSSION / ACTION ITEMS**

Getting you where you want to go





Mountain Line

3773 N. Kaspar Drive · Flagstaff, AZ 86004 · 928-679-8900 · FAX 928-779-6868 · www.mountainline.az.gov

- i. ELECTION OF FY2022 VICE CHAIR FOR THE TRANSIT ADVISORY COMMITTEE (TAC)
-Rhonda Cashman, Executive Assistant and Clerk of the Board
Staff recommends the TAC perform the election of the Vice Chair position for FY2022, effective immediately and ending June 30, 2022.

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. ADOPT THE UPDATED PERSONNEL POLICY MANUAL
-Danelle Knight, Human Resources Manager
Staff recommends the Board of Directors adopt various updates to Mountain Line policies to incorporate changes that reflect both regulatory requirements and Mountain Line's actual practices.
- ii. ADOPT MOUNTAIN LINE'S UPDATED EQUAL EMPLOYMENT OPPORTUNITY (EEO) PROGRAM AND WORKFORCE GOALS
-Danelle Knight, Human Resources Manager
Staff recommends the Board of Directors adopt the updated three-year Equal Employment Opportunity (EEO) Program and Workforce Goals as required for compliance with Federal Transit Administration (FTA) regulations.

b. **DISCUSSION / ACTION ITEMS:**

- i. FLAGSTAFF IN MOTION
-Bizzy Collins, Transit Planner
The Board may provide direction, but there is no recommendation from staff at this time.
- ii. FY2020 TRIENNIAL REVIEW REPORT
-Heather Dalmolin, CEO and General Manager
The Board may provide direction, but there is no recommendation from staff at this time.
- iii. REVIEW FY2022 MEETING DATES
-Rhonda Cashman, Executive Assistant and Clerk of the Board

Getting you where you want to go





Mountain Line

3773 N. Kaspar Drive · Flagstaff, AZ 86004 · 928-679-8900 · FAX 928-779-6868 · www.mountainline.az.gov

Staff recommends the Board of Directors review the FY2022 meeting dates and consider changing the November Board meeting date to Monday, November 22nd, 10am-12pm, due to a conflict with the Arizona Transit Association (AzTA)/Arizona Department of Transportation (ADOT) Annual Conference being held November 15-19, 2021.

c. PROGRESS REPORTS:

- i. CAMPUS BUS STORAGE FACILITY UPDATE
-Anne Dunno, Capital Project Manager
- ii. ANNUAL BUS STOP REHABILITATION UPDATE
-Anne Dunno, Capital Project Manager
- iii. DOWNTOWN CONNECTION CENTER UPDATE
-Kate Morley, Deputy General Manager
- iv. ANNUAL SAFETY REPORT
-Samuel Short, Safety Manager
- v. ANNUAL FLEET REPORT
-James Wagner, Operations Director
- vi. 2020 ANNUAL CYBERSECURITY REPORT
-Jon Matthies, Information Technology Manager
- vii. NEW REAL-TIME ARRIVAL APP
-Jon Matthies, Information Technology Manager
- viii. SUMMARY OF CURRENT EVENTS
-Heather Dalmolin, CEO and General Manager

ITEMS FROM COMMITTEE AND STAFF:

7. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS
September/October Working Agenda

The next TAC meeting will be September 2, 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. September agenda items may include but not be limited to Flagstaff in Motion, Strategic Investment Plan (SIP) Adoption, Transit to Northern Arizona Healthcare (NAH)/Airport/Fort Tuthill Update, Safety Plan Implementation, Fee Schedule Review, Fare Update, Human Trafficking Prevention Program Update, Milton Corridor Master Plan (CMP), AECOM Update, Reallocation of Grant Funds, and Delegation of Authority

Getting you where you want to go





Mountain Line

3773 N. Kaspar Drive · Flagstaff, AZ 86004 · 928-679-8900 · FAX 928-779-6868 · www.mountainline.az.gov

Updates. The September 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

Getting you where you want to go

