



## Mountain Line

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### Board of Directors Minutes for Wednesday, January 19, 2022

**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, January 19, 2022, at 10am in the Mountain Line Training Room, 3773 N. Kaspar Dr., Flagstaff, AZ 86004.

This was a WEB BASED meeting. Members of the Board and staff 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.

#### *BOARD MEMBERS PRESENT:*

Adam Shimoni, (Chair), City Councilor, City of Flagstaff, (Zoom);  
Miranda Sweet, City Councilor, City of Flagstaff, (Zoom);  
Jeronimo Vasquez, Board of Supervisors, Coconino County, (Zoom);  
Tony Williams, Dean of Student Affairs, CCC, designee, (Zoom);  
Josh Maher, Associate VP for Community Relations, NAU, alternate, (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.

#### *MOUNTAIN LINE STAFF IN ATTENDANCE:*

Heather Dalmolin, CEO and General Manager, (Zoom);  
Kate Morley, Deputy General Manager, (Zoom);  
James Wagner, Operations Director, (Zoom);  
Joshua Stone, Interim Management Services Director and Financial Analyst, (Zoom);  
Jacki Lenner, Marketing and Communications Manager, (Zoom);  
Samuel Short, Safety Manager, (Zoom);  
Jon Matthies, Information Technology Manager;  
Jeremiah McVicker, Maintenance Manager, (Zoom);  
Danelle Knight, Human Resources Manager, (Zoom);  
Anne Dunno, Capital Project Manager, (Zoom);  
Estella Hollander, Mobility Planner, (Zoom), joined at approximately 10:04am;  
Heather Higgins, Purchasing and Contracts Officer, (Zoom);  
James Olson, Information Technology Technician;  
Rhonda Cashman, Executive Assistant and Clerk of the Board;  
Scott Holcomb, Mountain Line Attorney, (Zoom)

#### *GUESTS PRESENT:*

Barney Helmick, Airport Director, City of Flagstaff, (Zoom)

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1. CALL TO ORDER -Chair Shimoni called the meeting to order at approximately 10:02am.
2. ROLL CALL
3. SAFETY MINUTE  
-Samuel Short, Safety Manager

Mr. Short reported on fire extinguisher issues. He noted they will only work if they are functioning properly. He explained fire extinguishers should be inspected by employees regularly and need to be inspected and certified annually by professionals. He reminded everyone that fire extinguishers can lose pressure over time and if one is partially deployed, it should be replaced immediately. Mr. Short stated it is important to store them in a dry location away from other metal objects.

4. APPROVAL OF MINUTES 11/22/2021:

Director Maher moved to approve the minutes for November 22, 2021. Director Vasquez seconded. There was no discussion. All approved, none opposed. Motion carried.

NAME	YES VOTE	NO VOTE
Adam Shimoni	X	
Miranda Sweet	X	
Jeronimo Vasquez	X	
Tony Williams	X	
Josh Maher	X	

### DISCUSSION / ACTION ITEMS:

5. ELECTION OF VICE CHAIR OF THE BOARD OF DIRECTORS  
-Rhonda Cashman, Executive Assistant and Clerk of the Board  
Staff recommends the Board of Directors elect a Vice Chair for the remainder of FY2022, effective immediately.

Ms. Cashman stated per the Rules of Procedure adopted by the Board in March 2020 that Directors Sweet and Maher are not currently eligible to serve as the Vice Chair, leaving Directors Vasquez and Williams eligible for the position. Director Vasquez communicated some recent commitments he has taken on with MetroPlan as Vice Chair and the Northern Arizona Council of Governments (NACOG) Transportation Board. He said he would like to defer to Director Williams. Director Williams said he would be open to serving as Vice Chair; he is taking on a new role at Coconino Community College (CCC), but it is not much different. He said he is not currently serving on any other Boards or Committees. Chair Shimoni thanked them for sharing their commitments and he nominated Director Williams. Director Sweet seconded. Director Williams accepted the nomination. There was no discussion. All approved, none opposed. Motion carried.

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NAME	YES VOTE	NO VOTE
Adam Shimoni	X	
Miranda Sweet	X	
Jeronimo Vasquez	X	
Tony Williams	X	
Josh Maher	X	

### 6. UPDATE USER FEES AND ADOPT FARE CAPPING

-Heather Dalmolin, CEO and General Manager

Staff recommends the Board of Directors update the adopted User Fees and approve Fare Capping as a fare payment measure to increase equitable access to reduced monthly fares as available with pre-paid period passes.

Ms. Dalmolin explained the need to update the user fees and how fare capping works. She noted Mountain Line student passes and the ecoPASS program are already deeply discounted and fare capping would not apply to them. She stated Mountain Line is looking to restore ridership and the pay as you go fare capping option should be helpful for passengers as an equitable solution when using mobile ticketing or a stored value card. Director Vasquez moved to approve the updated User Fees and Fare Capping. Director Sweet seconded. There was no discussion. All approved, none opposed. Motion carried.

NAME	YES VOTE	NO VOTE
Adam Shimoni	X	
Miranda Sweet	X	
Jeronimo Vasquez	X	
Tony Williams	X	
Josh Maher	X	

### 7. STATE FUNDING UPDATE

-Kate Morley, Deputy General Manager

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

Ms. Morley reported that Arizona is one of five states that does not have any dedicated transit funding; therefore, transit agencies are not able to leverage federal funds in Arizona. For many years Mountain Line has tried to partner with other transit agencies to gain state funding without success. She communicated she and Ms. Dalmolin determined seeking state funding for a single capital project would be a good start versus ongoing funding. She stated The Kruse Group has been retained as a legislative liaison in this process. She noted a recent evaluation of the Downtown Connection Center (DCC) budget found a shortfall of approximately \$6 million due to rising construction costs and supply chain issues related to COVID-19. She said there are several options to address the budget shortfall, but there was agreement this would be an opportunity to diversify our funding sources, which is an objective in our Strategic Plan. Representative Blackman has sponsored a bill, HB2576, which stipulates

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the funds flow through the Arizona Department of Transportation (ADOT) which is fine with Mountain Line staff. She stated three trips to the State capitol to meet with State legislators have been completed with several online opportunities as well. Ms. Morley reported the response has been positive, with no negative reception or resistance; staff are hopeful it will make it through the process and be a matter of final budget negotiations. She noted written materials have been developed and the plan is to stay the course. She suggested the Board consider signing a thank you letter to Representative Blackman for sponsoring this bill. She noted member agencies of the Alliance have also been asked to write letters of support. Ms. Morley stated if Board members were willing to sign the sample letter found in the agenda packet, then Ms. Cashman could circulate the letter for their signatures. All members were supportive of signing the letter. There was one question about following the bill's public comment period. Ms. Morley responded that staff plan to be available directly or through The Kruse Group to answer any questions. Chair Shimoni asked for the letter to be emailed for signatures.

### 8. REVIEW AND APPROVE FEDERAL AND STATE LEGISLATIVE PRIORITIES

-Heather Dalmolin, CEO and General Manager

Staff recommends the Board of Directors approve the Federal and State Legislative Priorities for 2022.

Ms. Dalmolin stated Federal and State Legislative Priorities were first pursued in 2021. She noted the document shared on screen was prepared last year. The reauthorization of transit funding was part of the Infrastructure Investment and Jobs Act (IIJA) which increased federal funding for transit by about 30 percent. She explained Mountain Line's current priorities and noted that federal funds are still subject to annual appropriations. She clarified that the 5307-5339 competitive grant program as managed by ADOT is redistribution of Federal Transit Administration (FTA) funds. She reviewed State and Local Priorities as well. Ms. Dalmolin also noted that COVID-19 continues to have an impact on transit agencies and the request is to keep funding at FY2020 levels despite census underreporting. Ms. Dalmolin then shared a new list of federal, state, local, and other priorities proposed for 2022. While some priorities focused on funding efforts, some priorities are around policies needed to advance transit as a priority. All Board members were supportive of the list of legislative priorities. Ms. Dalmolin stated she would share the list with our marketing firm to develop current materials. Director Maher moved to approve the Federal and State Legislative Priorities for 2022. Director Vasquez seconded. There was no discussion. All approved, none opposed. Motion carried.

NAME	YES VOTE	NO VOTE
Adam Shimoni	X	
Miranda Sweet	X	
Jeronimo Vasquez	X	
Tony Williams	X	
Josh Maher	X	

### 9. EXEMPT STAFF PAY DISPARITY

-Heather Dalmolin, CEO and General Manager

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Staff requests the Board of Directors approve a \$3 per hour pay increase for exempt staff, including the CEO and General Manager, retroactive to October 1, 2021, at the cost of \$68,515 to correct a pay disparity identified when implementing the recruitment and retention pay plan for non-exempt (hourly) staff approved at the October 13, 2021 Board meeting.

Ms. Dalmolin shared a segment of the Mountain Line Pay Plan to demonstrate the pay disparity. She communicated that as it stands, new hires could make more than incumbents. There was a question about wage compression and if this change is not made, how many staff could we lose. Ms. Dalmolin stated it is hard to say, recognizing the effort is also about maintaining the integrity of our Pay Plan. There was another question about why this item was added to the agenda late. Ms. Dalmolin explained this is the first time in several years we have two exempt staff positions open for recruitment and this problem was recently realized by our Human Resources Manager. She credited Ms. Knight and Mr. Stone, Interim Management Services Director, for their work on this report. Chair Shimoni stated his appreciation for bringing this item to the Board. Director Vasquez moved to approve the \$3 per hour pay increase for exempt staff retroactive to October 1, 2021. Director Sweet seconded. There was no discussion. All approved, none opposed. Motion carried.

NAME	YES VOTE	NO VOTE
Adam Shimoni	X	
Miranda Sweet	X	
Jeronimo Vasquez	X	
Tony Williams	X	
Josh Maher	X	

### PROGRESS REPORTS:

There were no questions regarding the progress reports.

10. FY2023 MEETING DATES  
-Rhonda Cashman, Executive Assistant and Clerk of the Board
11. BUS RAPID TRANSIT GRANT UPDATE  
-Kate Morley, Deputy General Manager
12. GENERAL CONSULTING SERVICES CONTRACT UPDATE  
-Kate Morley, Deputy General Manager
13. MILTON AND US 180 CORRIDOR MASTER PLANS UPDATE  
-Kate Morley, Deputy General Manager
14. DELEGATIONS OF AUTHORITY  
-Heather Dalmolin, CEO and General Manager

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### 15. SUMMARY OF CURRENT EVENTS

-Heather Dalmolin, CEO and General Manager

Ms. Dalmolin shared the following highlights:

- She made an appeal to Board members as the Mountain Line TAC has volunteer openings for City and County Citizen Representatives. She is hoping Board members may know of individuals who may want to engage in transit. Chair Shimoni asked for an email to be sent to Board members providing more information.
- New Year's Eve extended service was cancelled after learning the Pinecone Drop was cancelled. Regular service was still free fare all day.
- Mountain Express service was delivered daily between Christmas and New Years and now service is offered on weekends through January and February. A ridership report will be shared at a later date.
- Due to the Supreme Court stay on the vaccine or testing mandate, our Employee Choice policy is on hold for now.
- There are several one-year anniversaries and she mentioned Jed Davis, Trainer – 9 years, Kate Morley, Deputy General Manager – 6 years, and Gavin Holzer, Fleet Detailer and Fueller – 4 years. She noted her hope is that when we are meeting in-person again, some of our employees with milestone anniversaries will be invited to our meetings. Ms. Morley recognized Heather Dalmolin for her 20<sup>th</sup> anniversary with Mountain Line on January 16<sup>th</sup>. Board members congratulated her. Ms. Dalmolin responded that it has been an adventure and she looks forward to everyday.

### **ITEMS FROM COMMITTEE AND STAFF:**

Upcoming agenda items were reviewed with no comments.

Chair Shimoni wished everyone a Happy New Year and suggested being careful out there with COVID-19 spreading. He recommended wearing N95 masks to stay safe.

Director Vasquez reported that a free testing site has been set up at the Elks Lodge and it is expected to take about three days to get results. The vaccine clinics are continuing at the mall on Wednesdays and Fridays.

### SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

February/March Working Agenda

The next Board meeting will be February 16, 2022 and 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. January agenda items will include but not be limited to Reopening Plan Update, FY2023 Budget – Staffing, Bus Stop Program Update, Mountain Line Go! Quarterly Update, Flagstaff in Motion, Service Changes/Planning, Strategic Plan Review, Quarterly Performance Report, and Delegation of Authority Updates. The February 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.

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16. ADJOURNMENT -Chair Shimoni adjourned the meeting at approximately 10:53am.

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Adam Shimoni, Chair of the Mountain Line Board of Directors

ATTEST:

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Rhonda Cashman, Executive Assistant and Clerk of the Board

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