



## Mountain Line

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### Board of Directors Minutes for Wednesday, April 20, 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, April 20, 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);  
Tony Williams, (Vice Chair), Dean of Student Affairs, CCC, designee, (Zoom);  
Miranda Sweet, City Councilor, City of Flagstaff, (Zoom);  
Josh Maher, Associate VP for Community Relations, NAU, alternate, (Zoom);  
Judy Begay, Board of Supervisors, Coconino County, alternate, (Zoom), joined at approximately 10:18am and left at approximately 11:44am

*\*Three of our five Board member seats must be present to constitute a quorum.*

*\*\*The City of Flagstaff holds two seats.*

#### *BOARD MEMBERS EXCUSED:*

Jeronimo Vasquez, Board of Supervisors, Coconino County

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

Heather Dalmolin, CEO and General Manager, (Zoom);  
Kate Morley, Deputy General Manager, (Zoom), left at approximately 11:44am;  
Jim Wagner, Operations Director, (Zoom), left at approximately 11:44am;  
Josh Stone, Management Services Director, (Zoom), left at approximately 11:44am;  
Jacki Lenner, Marketing and Communications Director, (Zoom), left at approximately 11:44am;  
Sam Short, Safety Manager, (Zoom), joined at approximately 10:18am;  
Jon Matthies, Information Technology Manager, left at approximately 11:46am, returned at 11:54am;  
Jeremiah McVicker, Maintenance Manager, (Zoom), left at approximately 11:44am;  
Anne Dunno, Capital Project Manager, (Zoom), left at approximately 11:44am;  
Bizzy Collins, Transit Planner, (Phone), left at approximately 11:44am;  
Estella Hollander, Mobility Planner, (Zoom), left at approximately 11:44am;  
James Olson, IT Technician, left at approximately 11:46am, returned at 11:54am;  
Rhonda Cashman, Executive Assistant and Clerk of the Board;  
Kris Beecher, Mountain Line Attorney, (Zoom), left at approximately 11:44am;  
Scott Holcomb, Mountain Line Attorney, (Zoom), joined at approximately 10:43am

#### *GUESTS PRESENT:*

Colleen Smith, President, CCC, (Zoom), left at approximately 10:23am;

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Cheyenne Grabiec, Community Outreach Coordinator, CCC, (Zoom), left at approximately 10:23am;  
Nat White, District Governing Board Member, CCC; (Zoom), left at approximately 10:23am;  
Mandy Metzger, Co-Chair, Political Action Committee - Thriving CCC, (Zoom), left at approximately 10:23am;

Dave Wessel, Planning Manager, MetroPlan, (Zoom), left at approximately 11:44am;

Barney Helmick, Airport Director, City of Flagstaff, (Zoom), left at approximately 11:44am;

Cheryl Barlow, District 4 Director for Supervisor Begay, Coconino County, (Zoom), left at approximately 11:44am;

Linda Curley, District 4 Community Liaison, Coconino County, (Zoom), left at approximately 11:44am;

Torsten Schmutte, Architect/Project Manager, HDR, (Zoom), left at approximately 11:37am;

Jana Weldon, Beautification, Arts and Sciences Project Administrator, City of Flagstaff, (Zoom), joined at approximately 10:26am and left at approximately 11:37am;

Laura Haddad, Artist/Owner, Haddad-Drugan, (Zoom), joined at approximately 10:33am and left at approximately 11:37am;

Tom Drugan, Artist/Owner, Haddad-Drugan, (Zoom), joined at approximately 10:33am and left at approximately 11:37am

1. CALL TO ORDER -Chair Shimoni called the meeting to order at approximately 10:03am.

2. ROLL CALL

3. SAFETY MINUTE

-Sam Short, Safety Manager

Mr. Wagner reported on fire preparedness in Mr. Short's absence. The Coconino County Ready, Set, Go fire safety process was explained.

4. APPROVAL OF MINUTES 3/23/2022:

Vice Chair Williams moved to approve the minutes for March 23, 2022. Director Maher seconded. There was no discussion. All approved, none opposed. Motion carried.

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

5. PROPOSITION 438 PRESENTATION

-Cheyenne Grabiec, Community Outreach Coordinator, Coconino Community College (CCC)

Mr. Grabiec reviewed a PowerPoint presentation with Board members. He explained CCC has the lowest property tax rate among community colleges in Arizona and even with the reset of the property tax rate, it will still be the lowest rate in the state. Mail in ballots should be sent out soon for the May 17<sup>th</sup> election. Mr. White provided more detail on how and why the Arizona Legislature is allowing this special election and he explained the CCC Governing Board did not

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request the maximum property tax rate allowed. He encouraged support for this basic level of consistent funding. Ms. Metzger stated she is part of the political action committee (PAC) asking for a “yes” vote to pass the property tax reset for CCC. She explained how important it is to our community. Board members appreciated the presentation and all CCC does for the community.

### 6. REGIONAL TRANSPORTATION PLAN PRESENTATION

-Dave Wessel, Planning Manager, MetroPlan

Mr. Wessel shared a PowerPoint presentation with Board members. He reviewed the big issues facing our area and the process for developing this 20-25 year transportation plan. He shared the public outreach statistics and highlights from the random sample survey. Mr. Wessel stated the final plan is anticipated to be done in October 2022. Board members shared comments related to current and future conditions, recommended working closely with sustainability staff, acknowledged real safety concerns, and consideration of the next generation. They also mentioned the high cost of parking could design a change, desire to move people holistically, pleased to hear equity being addressed, need for greater community involvement in the congestion discussion, and happy to have the data. There was no further discussion.

### 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.

### 7. 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.

Director Maher made a motion to approve the consent agenda. Vice Chair Williams seconded. There was no discussion. All approved, none opposed. Motion carried.

NAME	YES VOTE	NO VOTE
Adam Shimoni	X	
Miranda Sweet	X	
Judy Begay	X	
Josh Maher	X	
Tony Williams	X	

### DISCUSSION / ACTION ITEMS:

### 8. FY2023 CAPITAL BUDGET

-Josh Stone, Management Services Director

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

Mr. Stone reported that several projects are moving to design and construction phases; about half of the FY2022 approved budget will be carried over to FY2023. He stated the Downtown Connection Center is the largest project. He explained City Council recently approved a pedestrian/bike project intergovernmental agreement with Mountain Line for almost \$7 million. Mr. Stone noted Ms. Morley and planning staff provide regular updates regarding the listed projects. Chair Shimoni thanked Ms. Hollander for writing the First/Last Mile grant. There were no questions.

### 9. KASPAR MASTER PLAN UPDATE

-Anne Dunno, Capital Project Manager

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

Ms. Dunno stated Project Manager, Torsten Schmutde with HDR, was in attendance and she shared a PowerPoint presentation with the Board. She reviewed proposed changes to existing buildings to accommodate maintenance and bus storage in the long term after the majority of administrative staff move to the new DCC building downtown. Concepts A and C were reviewed in detail. Concept C involves development of the currently vacant parcel owned by Mountain Line. She noted a recent staff workshop favored Concept A, believed to be the most efficient and cost effective use of space versus Concept C. Ms. Dunno reviewed the next steps and asked for feedback. At first, the Board discussion was leaning toward a public/private partnership to develop the vacant parcel – affordable housing seemed appealing to Board members. Ms. Dalmolin added information regarding federal payback on the occupied parcel (related to land to be dedicated to City for potential Linda Vista extension behind the bus storage area) and the benefit of local match for the sale of the vacant parcel in an effort to provide context the Board may want to consider before additional investment is made into looking at Concept C. She also emphasized that while the vacant parcel does offer an opportunity for a public-private partnership, the proposed storage or parking would be a distance from our existing buildings that does not contribute to operational efficiency. Board members then concurred that Concept A makes the most sense for operations. Ms. Dunno thanked the Board for their direction to look into the lot line revision and disposition of the land.

### 10. MOUNTAIN LINE GO! AIRPORT UPDATE

-Jacki Lenner, Marketing & Communications Director

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

Ms. Lenner explained this report is regarding the airport marketing and not program utilization. She stated she has worked with the Discover Flagstaff team to develop traditional ads and online ads through Datafy, as well as reaching out to the local tourism industry; Economic Vitality contributed the banner at the airport. She shared a video of the Economic Collaborative of Northern Arizona (ECoNA) Chief Executive Officer (CEO) and her family to demonstrate the ease of use of the app and this service; it was recorded when facemasks were required. She reviewed Datafy results. She noted ridership is slowly increasing, which is good since Mountain Line is experiencing some staffing issues. She stated positive comments have been received regarding the service. There was a question about how the marketing will change

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once the airport starts charging for parking at the airport. Ms. Lenners reiterated this is a pilot program ending on June 30<sup>th</sup> and noted Mountain Line staff support paid parking as a strategy of transportation demand management (TDM).

### 11. ART AT THE DOWNTOWN CONNECTION CENTER (DCC)

-Kate Morley, Deputy General Manager

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

Ms. Morley introduced Ms. Weldon, representing our partnership for artwork at the DCC. Ms. Weldon stated a robust outreach effort has been done over the last year and she asked Board members to complete the comment cards Ms. Cashman will email to them following the meeting and return them to her. She introduced the artists Ms. Haddad and Mr. Drugan. Ms. Haddad shared their inspiration for the artwork came from the Southside neighborhood, the San Francisco Peaks, the Mountain Line identity, as well as local industry and cultural influences. She noted there are five art concepts in total, the glass façade over the entry, crosswalk art, rotating art near bus bays, a civic space sculpture, and some interpretive art on the Rio Bridge. She shared the finer details of the glass façade over the entry with backlit designs of the mountain lion, pine trees, and the peaks. Mr. Drugan reviewed the finer details of the civic space sculpture representing twinkling pine trees with one being a telescope, among other features. Chair Shimoni suggested adding chimes of some sort to add a sound dimension to the sculpture. Overall, the Board was supportive of the artwork presented.

## PROGRESS REPORTS:

There were no questions regarding the progress reports.

### 12. MOUNTAIN EXPRESS SERVICE FOR 2021-2022

-Brody Smith, Associate Transit Planner

### 13. DELEGATIONS OF AUTHORITY

-Heather Dalmolin, CEO and General Manager

### 14. SUMMARY OF CURRENT EVENTS

-Heather Dalmolin, CEO and General Manager

Due to shortness on time, Ms. Dalmolin shared the following highlights, and she will email other information:

- She quickly reviewed all March anniversaries, including Ms. Collins – 3 years, and Ms. Lenners – 10 years.
- The mask mandate has expired. Staff are encouraged to wear a mask to their comfort level; about one-third to one-half of passengers are still wearing a mask.
- The May Joint meeting will stay in virtual format. Our IT staff are working on a solution to improve the audio in the training room, so the June meetings will be held in the VERA Room.

At approximately 11:44am, Director Maher made a motion to convene an executive session. Director Sweet seconded. All approved, none opposed. Motion carried.

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NAME	YES VOTE	NO VOTE
Adam Shimoni	X	
Miranda Sweet	X	
Judy Begay	X	
Josh Maher	X	
Tony Williams	X	

### EXECUTIVE SESSION

Executive sessions are closed to the public.

The Board convened an executive session at approximately 11:46am pursuant to A.R.S. § 38-431.03(A)(3) and (4) for the following purpose:

1. Discussion and consultation with Mountain Line's attorney for legal advice and with Mountain Line's attorney and designated representatives, regarding the Riggs v. NAIPTA Notice of Claim. ARS § 38-431.03(A)(3) and (4).

Following the conclusion of the Executive Session, the Board reconvened the public meeting.

### ITEMS FROM COMMITTEE AND STAFF:

#### SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

##### May/June Working Agenda

The Board and TAC Joint meeting will be May 18, 2022, and it will be a Zoom only meeting based Flagstaff in the Mountain Line Training Room, 3773 N. Kaspar Dr., Flagstaff, AZ 86004 at 9am. The public is invited to attend. May agenda items may include but not be limited to the Downtown Connection Center (DCC) Intergovernmental Agreement (IGA) with the City of Flagstaff, FY2023 Budget Presentation, Flagstaff in Motion, Future of Microtransit, Zero Emission Bus Transition, Future Ridership Discussion, Transit Policies, Strategic Plan 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 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 Board meeting will be June 15, 2022 and will be a Hybrid: In-Person/Zoom meeting based in Flagstaff in the Mountain Line VERA Room, 3773 N. Kaspar Dr., Flagstaff, AZ 86004 at 10am. The public is invited to attend. June agenda items will include but not be limited to Budget Adoption, Affirm Chair and Vice Chair Election, Mountain Line GO! Update, Downtown Connection Center Update, Commercial Driver's License (CDL) Course Construction, Annual Cybersecurity Report/Information Technology (IT) Update, Procurement Resolution, Grant Resolution/Transportation Improvement Program (TIP) Table, Line of Credit, Policy Updates, Initiate CEO and General Manager Evaluation Process, Meeting Calendar Review, 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

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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.

15. ADJOURNMENT -Chair Shimoni adjourned the meeting at approximately 11:56am.

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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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