



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:

CANCELLED

Thursday, June 2, 2022
10:00 AM
Mountain Line VERA Room
3773 N. Kaspar Drive
Flagstaff, AZ 86004

Unless otherwise noted, meetings held in the conference room are open to the public. This is a WEB BASED meeting. Members of the Transit Advisory Committee may attend in person, by internet conferencing, or by telephone. Public may observe and participate in the meeting at the address above.

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. CALL TO THE PUBLIC
5. APPROVE TAC MINUTES 4/7/2022
6. 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. DISCUSSION / ACTION ITEMS:

i. FY2023 PROPOSED BUDGET

-Josh Stone, Management Services Director

Staff recommends the Board of Directors approve the FY2023 Proposed Budget for a total expense budget of \$66,310,504, with operating of \$11,244,557 and capital of \$55,065,947.

ii. AMENDED RULES OF PROCEDURE FOR THE TRANSIT ADVISORY COMMITTEE (TAC) AND BOARD OF DIRECTORS (BOD)

-Rhonda Cashman, Executive Assistant and Clerk of the Board

Staff recommends the Board of Directors approve the amended Rules of Procedure related to TAC and BOD officer rotation by agency and change in effective date.

iii. ELECTION OF VICE CHAIR OF THE BOARD OF DIRECTORS

-Rhonda Cashman, Executive Assistant and Clerk of the Board

Staff recommends the Board of Directors affirm the ascension of Vice Chair to the Chair position and perform the election of the Vice Chair position, effective July 1, 2022.

iv. MOUNTAIN LINE GO! REPORT

-Estella Hollander, Mobility Planner

1. Staff recommends the Board of Directors approve the continuation of Mountain Line GO! – Huntington after June 30, 2022, and to align fares with fixed route fares to allow for fare integration between both modes.
2. Staff recommends the Board of Directors discontinue the Mountain Line GO! – Airport pilot on June 30, 2022, and reevaluate service options through the Flagstaff in Motion plan.

v. ZERO EMISSION BUS TRANSITION PLAN

-Jim Wagner, Operations Director

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

vi. DOWNTOWN CONNECTION CENTER UPDATE

-Kate Morley, Deputy General Manager

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

vii. ANNUAL INFORMATION TECHNOLOGY UPDATE

-Jon Matthies, Information Technology Manager

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

b. CONSENT AGENDA:

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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. RESOLUTION 2023-100: FY2023 COLLECTIVE GRANT RESOLUTION AND THE FY2021-FY2025 TRANSIT PROGRAM FROM THE TRANSPORTATION IMPROVEMENT PROGRAM

-Kate Morley, Deputy General Manager

Staff recommends the Board of Directors: 1) Approve Resolution 2023-100: FY2023 Collective Grant Resolution for federal and state transit grant applications and subsequent executions as necessary to support transit programs within the 5-year capital improvement plan and 10-year financial plan; and 2) Approve the amended Transit Program from the FY2021-FY2025 regional Transportation Improvement Program.

ii. FY2023 PROCUREMENT RESOLUTION

-Josh Stone, Management Services Director

Staff recommends the Board of Directors approve Resolution 2023-110: FY2023 Procurement Resolution to authorize the CEO and General Manager to 1) approve and award procurements and 2) execute contracts that support projects that are within the approved fiscal year budget, the 5-year capital improvement plan, the 10-year financial plan, and which may be related to the approved annual Collective Grant Resolution.

iii. LINE OF CREDIT RENEWAL FROM WELLS FARGO FOR \$500,000

-Josh Stone, Management Services Director

Staff recommends the Board of Directors authorize Mountain Line Management Services Director to renew and activate the Wells Fargo credit line in an amount of up to \$500,000 to provide cash flow assistance, if necessary, to meet cash flow commitments during fiscal year 2022-2023.

iv. UPDATED PERSONNEL POLICIES

-Josh Stone, Management Services Director

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.

c. PROGRESS REPORTS:

i. NO SERVICE CHANGES FOR AUGUST 2022

-Bizzy Collins, Transit Planner

ii. INITIATE CEO AND GENERAL MANAGER EVALUATION PROCESS

-Heather Dalmolin, CEO and General Manager

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- iii. REVIEW FY2023 MEETING DATES
-Rhonda Cashman, Executive Assistant and Clerk of the Board
- iv. DELEGATIONS OF AUTHORITY
-Heather Dalmolin, CEO and General Manager
- v. SUMMARY OF CURRENT EVENTS
-Heather Dalmolin, CEO and General Manager

ITEMS FROM COMMITTEE AND STAFF:

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

The next TAC meeting will be August 4, 2022, and it will be a Hybrid In-Person and 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. August agenda items may include but not be limited to Downtown Connection Center (DCC) Intergovernmental Agreement (IGA) with City of Flagstaff, Kaspar Headquarters Master Plan Adoption/Vacant Land Use – Lot Line Modification, Strategic Plan Update, Flagstaff in Motion, Commercial Driver's License (CDL) Course Construction, State Funding Report, Northern Arizona Healthcare (NAH) Update, Reallocation of Grant Funds from Kaspar/Route 66 Intersection, Electric Vehicle (EV) Implementation, Annual Safety Report, Annual Maintenance Report, and Delegation of Authority Updates. The August 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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