



## Mountain Line

3773 N. Kaspar Drive · Flagstaff, AZ 86004 · 928-679-8900 · FAX 928-779-6868 · [www.mountainline.az.gov](http://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 4, 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  
The TAC will review the draft board business agenda and discuss staff reports to provide recommendations to the Board.

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### a. DISCUSSION / ACTION ITEMS:

- i. 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.
- ii. 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.
- iii. 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.
- iv. DOWNTOWN CONNECTION CENTER UPDATE  
-Kate Morley, Deputy General Manager  
The Board may provide direction, but there is no recommendation from staff at this time.
- v. DELEGATE AUTHORITY TO THE CEO AND GENERAL MANAGER TO EXECUTE THE MOUNTAIN EXPRESS SERVICE AGREEMENT WITH ARIZONA SNOWBOWL RESORT LIMITED PARTNERSHIP  
-Bizzy Collins, Transit Planner  
Staff recommend the Board delegate authority to the CEO and General Manager to execute the Mountain Express service agreement with Arizona Snowbowl Resort Limited Partnership.
- vi. FLAGSTAFF IN MOTION, A COMMUNITY TRANSIT PLAN  
-Bizzy Collins, Transit Planner  
The Board may provide direction, but there is no recommendation from staff at this time.
- vii. NORTHERN ARIZONA HEALTHCARE HOSPITAL RELOCATION UPDATE  
-Kate Morley, Deputy General Manager  
The Board may provide direction, but there is no recommendation from staff at this time.
- viii. 2020-2025 STRATEGIC PLAN UPDATE  
-Heather Dalmolin, CEO and General Manager

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

### **b. PROGRESS REPORTS:**

- i. UPDATE ON ZERO EMISSIONS BUS (ZEB) TRANSITION PLAN AND ELECTRIC VEHICLE IMPLEMENTATION  
-Jim Wagner, Operations Director
- ii. ANNUAL INFORMATION TECHNOLOGY UPDATE  
-Jon Matthies, IT Manager
- iii. ANNUAL SAFETY REPORT  
-Samuel Short, Safety Manager
- iv. ANNUAL FLEET REPORT  
-Jeremiah McVicker, Maintenance Manager
- v. UPDATE ON RECRUITMENT AND RETENTION STRATEGIES  
-Heather Dalmolin, CEO and General Manager
- vi. DELEGATIONS OF AUTHORITY  
-Heather Dalmolin, CEO and General Manager
- vii. SUMMARY OF CURRENT EVENTS  
-Heather Dalmolin, CEO and General Manager

The Board will consider a motion to convene an executive session.

Executive sessions are closed to the public.

### **EXECUTIVE SESSION:**

The executive session is pursuant to A.R.S. § 38-431.03(A)(1) for the following purpose:

1. Discussion among the Board with Mountain Line CEO and General Manager regarding the Mountain Line CEO and General Manager evaluation. A.R.S. § 38-431.03(A)(1).

Following the conclusion of the Executive Session, the Board will reconvene the public meeting.

### **c. DISCUSSION / ACTION ITEM:**

- i. CHIEF EXECUTIVE OFFICER (CEO) AND GENERAL MANAGER CONTRACT AMENDMENT (BOARD ONLY – No Staff Report)

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The Board of Directors may choose to amend the CEO and General Manager Contract.

### 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 1, 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. September agenda items may include but not be limited to the Kaspar Headquarters Master Plan Adoption, Mountain Line Annual Report, Transit Asset Management (TAM) Update, Capital Planning Process, and Delegation of Authority 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

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