



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, September 1, 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 8/4/2022
6. STRIDE FORWARD – REGIONAL TRANSPORTATION PLAN
Dave Wessel, Planning Manager, MetroPlan

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7. 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. UPDATED PURCHASING AND TRAVEL POLICIES

-Heather Higgins, Purchasing and Contracts Officer

Staff recommends the Board of Directors approve and adopt updated Procurement and Travel Policies to provide direction to staff on these activities in a manner that meets the regulations of local, state, and federal agencies while ensuring the delegation of authority approved by the Board of Directors in the Procurement Resolution.

ii. MOUNTAIN LINE CHARTER SERVICE POLICY

-Jacki Lenner, Marketing & Communications Director

Staff recommends the Board of Directors adopt the updated Charter Service Policy.

b. DISCUSSION / ACTION ITEMS:

i. APPROVE THE FY2022 ANNUAL REPORT

-Josh Stone, Management Services Director

Staff recommends the Board of Directors approve the FY2022 Annual Report and authorize staff to submit the report to the State of Arizona and partner agencies as required in the Master IGA.

ii. 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.

c. PROGRESS REPORTS:

i. CAPITAL PLANNING PROCESS

-Anne Dunno, Capital Project Manager

ii. SUMMARY OF CURRENT EVENTS

-Heather Dalmolin, CEO and General Manager

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

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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.

d. DISCUSSION / ACTION ITEM:

- i. CHIEF EXECUTIVE OFFICER (CEO) AND GENERAL MANAGER CONTRACT AMENDMENT (BOARD ONLY)

-Josh Stone, Management Services Director

Staff recommends the Board of Directors adopt the amendment to the CEO and General Manager Contract.

ITEMS FROM COMMITTEE AND STAFF:

8. SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

October/November Working Agenda

The Board and TAC Strategic Policy Advance will be held on Wednesday, October 19, 2022. It will be held in person at the Flagstaff Aquaplex, in the Community Room, 1702 N. Fourth Street, Flagstaff, AZ 86004 at 9am. The public is invited to attend. October agenda items may include but not be limited to Flagstaff in Motion, Financial Plan Review, and Strategic Plan Update. The October 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 TAC meeting will be November 3, 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. November agenda items may include but not be limited to the Sedona Transit Presentation, Kaspar Headquarters Master Plan Adoption, Bus Stop Acquisition Policy, Reallocation of Grant Funds from the Kaspar/Route 66 Intersection, Budget Process Kickoff, Workforce Utilization Report, and Delegation of Authority Updates. The November 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.

9. ADJOURNMENT

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