



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 BOARD OF DIRECTORS (BOD) 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 Board of Directors (BOD) of the Northern Arizona Intergovernmental Public Transportation Authority (“Mountain Line”) and to the general public that the Board will hold a meeting on:

Wednesday, April 16, 2025

10:00am

Mountain Line VERA Room

3773 N. Kaspar Dr.

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 Board of Directors may attend in person, by internet conferencing, or by telephone. The public may observe and participate in the meeting at the address above.

The Board of Directors 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.

Public Comment Process

The Mountain Line Board of Directors welcomes public comments during meetings. Members of the public can comment on items not on the agenda under the general call to the public and on items on the agenda at the time the item is considered, in the agenda order. There are three ways to submit comments:

1. **Written Comments:** Members of the public can submit public comments by email up until 9:00 a.m. on the day of the meeting. Comments can be emailed to publiccomment@mountainline.az.gov and should reference if the comment is part of the general call to the public or in reference to a specific agenda item. Every email, if received by 9:00 a.m. on the day of the meeting, will be entered into the official record.
2. **Virtual Comments:** Members of the public can join the meeting virtually to deliver public comments. Those wishing to attend virtually must email publiccomment@mountainline.az.gov by 9:00 a.m. on the day of the meeting with their name and agenda item for which they wish to provide comment. The Clerk of the Board will provide a link to access the meeting via Zoom and will introduce those giving public comments at the appropriate time in the agenda.

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3. In-Person Comments: Members of the public can attend any Board meeting in-person and submit a speaker card to the Clerk of the Board.

The agenda for the meeting is as follows:

-pages 1-4

1. CALL TO ORDER

2. ROLL CALL

3. SAFETY MINUTE

-Sam Short, Workforce Director

4. MILESTONE ANNIVERSARIES

-Heather Dalmolin, CEO and General Manager

5. CALL TO THE PUBLIC

The public is invited to speak on any item or any area of concern that is the jurisdiction of the Mountain Line Board. Comments relating to items on the agenda will be taken at the time the item is discussed. The Board is prohibited by the Open Meeting law from discussing, considering, or acting on items raised during the call to the public, but may direct the staff to place an item on a future agenda. Individuals are limited to a three minute presentation. A spokesperson for 10 or more people present at today's meeting may be given up to six minutes to speak. The Board will not recognize anonymous comments.

6. APPROVAL OF MINUTES:

- a. Regular Meeting 3/19/2025

-pages 5-11

- b. Special Meeting 3/25/2025

-pages 12-13

CONSENT AGENDA

All matters under the 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

-pages 14-15

-LaReina Reyes, Associate Transit Planner

Staff recommends the Board of Directors adopt the MetroPlan and Mountain Line Coordinated Public Transit - Human Services Transportation Plan.

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DISCUSSION / ACTION ITEMS:

8. LAND AVAILABILITY AND SITE SUITABILITY STUDY, CODE ANALYSIS PROJECT
-Bizzy Collins, Strategic Performance Planner -pages 32-34
The Board may provide direction, but there is no recommendation from staff at this time.
9. JULY 2025 SERVICE CHANGES -pages 16-18
-Jacki Lenner, Deputy General Manager
Staff recommends the Board of Directors conduct a public hearing and close a public comment period for the proposed July 2025 service enhancements. Staff also recommends the Board of Directors approve the recommended service changes for implementation in July 2025.
10. FY2026 CAPITAL BUDGET -pages 19-20
-Josh Stone, Financial Manager
The Board may provide direction, but there is no recommendation from staff at this time.
11. FREE FARE TRANSIT UPDATE -pages 23-29
-Heather Dalmolin, CEO and General Manager
No action is recommended by staff for this discussion item.

PROGRESS REPORTS:

12. MOUNTAIN EXPRESS PERFORMANCE REPORT -pages 21-22
-Bizzy Collins, Strategic Performance Planner
13. DELEGATIONS OF AUTHORITY UPDATE -pages 35-36
-Heather Dalmolin, CEO and General Manager
14. SUMMARY OF CURRENT EVENTS
-Heather Dalmolin, CEO and General Manager

EXECUTIVE SESSION:

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

1. Consultation and discussion with Mountain Line's legal counsel for legal advice and with Mountain Line's legal counsel and staff regarding Mountain Line's Fiscal Year 2024 Financial Annual Audit: A.R.S. § 38-431.03(A)(2), (3) & (4).

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

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ITEMS FROM COMMITTEE AND STAFF:

SCHEDULE FOR THE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

May/June Working Agenda

-page 37

The Board and TAC Joint meeting will be held on Wednesday, May 21, 2025. It will be held in person at the Flagstaff Aquaplex, in the Community Room, 1702 N. Fourth Street, Flagstaff, AZ 86004 at 10am. Lunch will be offered. The public is invited to attend. May agenda items may include but not be limited to the Budget Presentation, Strategic Plan Review, Key Performance Indicators, Review Mission, Vision, Goals, Guiding Principles, Organizational Structure Review, Compensation Study, Zero Emission Bus Transition Plan, Review Strategic Workplan, Strategic Planning (Proposition 488), Triennial Review Closeout, Kaspar Maintenance Facility Conditional Use Permit (CUP), 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 held on June 18, 2025, and it will be a hybrid in-person and Zoom meeting based in Flagstaff in the Community Room, 216 W. Phoenix Ave., Flagstaff, AZ 86001 at 10am. The public is invited to attend. June agenda items may include but not be limited to the Budget Adoption, Commercial Driver's License (CDL) Course Use Report, User Fee List for Facility Use, Collective Grant Resolution, Procurement Resolution, Personnel Policy Manual Update, Annual Cybersecurity Report, 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 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

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