



Mountain Line

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Board of Directors Minutes for Wednesday, September 24, 2025

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, September 24, 2025, at 9:00am in the Mountain Line Ponderosa Room, 216 W. Phoenix Ave., Flagstaff, AZ 86001. This was a WEB BASED meeting. Members of the Board and Mountain Line staff attended in person, by internet conferencing, or by telephone. The public was invited to attend.

BOARD MEMBERS PRESENT:

Jeronimo Vasquez, (Chair), Board of Supervisors, Coconino County;
Josh Maher, (Vice Chair), Associate VP for Community Relations, NAU, designee;
Tony Williams, Vice President of Student Services, CCC, designee;
Miranda Sweet, Vice Mayor, City of Flagstaff;
Lori Matthews, City Councilor, City of Flagstaff, left at approximately 11:58am
**Three of our five Board member seats must be present to constitute a quorum.*
***The City of Flagstaff holds two seats.*

BOARD MEMBERS EXCUSED:

None.

MOUNTAIN LINE STAFF IN ATTENDANCE:

Heather Dalmolin, CEO and General Manager;
Jacki Lenners, Deputy General Manager, left at approximately 9:11am and returned at approximately 11:30am;
Sam Short, Workforce Director, left at approximately 11:30am and returned at approximately 11:58am;
Randy Sherping, Operations Director, left at approximately 9:11am;
Jeremiah McVicker, Maintenance Superintendent, left at approximately 9:11am;
Anne Dunno, Capital Development Manager, left at approximately 9:11am;
Megan Coons, Finance Director, left at approximately 9:11am;
Codi Weaver, Human Resources Manager, (Zoom), left at approximately 9:11am;
Heather Higgins, Purchasing and Contracts Officer, (Zoom), joined at approximately 9:07am and left at approximately 9:11 am;
Bizzy Collins, Strategic Performance Planner, (Zoom), left at approximately 9:11am and returned at approximately 11:58am;
Jon Matthies, IT Manager, left at approximately 9:14am and returned at approximately 11:58am;
Rhonda Cashman, Executive Assistant and Clerk of the Board, left at approximately 9:14am and returned at approximately 11:58am;
Rich Philippi, Transit Operator, arrived at approximately 9:07am and left at approximately 9:10am;
Scott Holcomb, Mountain Line Attorney, (Zoom)

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GUESTS PRESENT:

Jeff McKay, Vice President for Capital Planning and Campus Operations, NAU, alternate, (Zoom), joined at approximately 9:03am and left at approximately 11:30am;

Judy Begay, County Supervisor, Coconino County, Alternate

Meghan Murray, Rieth Jones Advisors (Zoom), joined at approximately 11:30am and left at approximately 11:58am;

Massie Flippin, Rieth Jones Advisors, (Zoom), joined at approximately 11:30am and left at approximately 11:58am;

1. CALL TO ORDER -Chair Vasquez called the meeting to order at approximately 9:01am.

2. ROLL CALL

3. SAFETY MINUTE

-Sam Short, Workforce Director

Mr. Short noted October is National Hearing Loss Prevention Month. He reported on occupational hearing loss impacts and prevention strategies.

4. MILESTONE ANNIVERSARIES

-Heather Dalmolin, CEO and General Manager

Ms. Dalmolin recognized the September milestone anniversaries.

5. CALL TO THE PUBLIC

There were no members of the public in attendance at the meeting and there were no public comments received via email.

Rich Philippi, Transit Operator, joined the meeting very briefly for recognition of his 20 year anniversary.

The Board considered a motion to convene an executive session. At approximately 9:11am, Director Matthews made a motion to go into executive session. Director Sweet seconded. There was no discussion. All approved, none opposed. Motion carried.

NAME	YES VOTE	NO VOTE
Jeronimo Vasquez	X	
Josh Maher	X	
Tony Williams	X	
Miranda Sweet	X	
Lori Matthews	X	

EXECUTIVE SESSION:

Executive sessions are closed to the public.

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The executive session was convened at approximately 9:15am pursuant to A.R.S. § 38-431.03 for the following purpose:

1. Discussion with the Mountain Line General Counsel for legal advice and among the Board with Mountain Line CEO and General Manager regarding the Mountain Line CEO and General Manager regarding the Mountain Line CEO and General Manager wage range. A.R.S. § 38-431.03(A)(1), (3) & (4).
2. Discussion with the Mountain Line General Counsel for legal advice and among the Board with Mountain Line CEO and General Manager regarding the Mountain Line CEO and General Manager wage adjustment based on the new wage range. A.R.S. § 38-431.03(A)(1), (3) & (4).
3. Discussions or consultations with Mountain Line's legal counsel for legal advice and with legal counsel and designated representatives regarding the purchase, sale, or lease of real property. ARS 38-431.03(A)(3), (4) & (7).

Following the conclusion of the Executive Session, the Board reconvened the public meeting at approximately 11:58am.

Director Sweet made the motion to table all action items, except Item # 11, Mountain Express 2025-2026 Season. Vice Chair Maher seconded. There was no discussion. All approved, none opposed. Motion carried.

NAME	YES VOTE	NO VOTE
Jeronimo Vasquez	X	
Josh Maher	X	
Tony Williams	X	
Miranda Sweet	X	
Lori Matthews	X	

6. APPROVAL OF MINUTES: 8/27/2025

This item was tabled.

DISCUSSION / ACTION ITEMS:

7. CONSIDERATION AND POTENTIAL APPROVAL OF THE MOUNTAIN LINE CHIEF EXECUTIVE OFFICER (CEO) AND GENERAL MANAGER WAGE RANGE

-Sam Short, Workforce Director
(No Staff Report)

This item was tabled.

8. CONSIDERATION AND POTENTIAL APPROVAL OF THE MOUNTAIN LINE CHIEF EXECUTIVE OFFICER (CEO) AND GENERAL MANAGER WAGE AMENDMENT TO THE MOUNTAIN LINE CHIEF EXECUTIVE OFFICER (CEO) AND GENERAL MANAGER CONTRACT

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-Sam Short, Workforce Director
(No Staff Report)

This item was tabled.

9. REVISED ORGANIZATIONAL STRUCTURE

-Heather Dalmolin, CEO and General Manager

Staff recommends the Board of Directors approve the Revised Organizational Structure plan proposed to support the implementation of the 5-year plan while providing appropriate resources and oversight to meet the growing demands of the agency.

This item was tabled.

10. FY2024 FINANCIAL AUDIT REPORT AND CORECTIVE ACTION PLAN

-Heather Dalmolin, CEO and General Manager

Staff recommends the Board of Directors: 1) Approve the FY2024 Financial Audit Report as completed by HeinfeldMeech and file as required by the Federal Transit Administration's approved extension date of June 30, 2025; and 2) Approve the related Corrective Action Plan for implementing changes necessary to ensure financial management is done within policy and as required by regulations.

This item was tabled.

11. MOUNTAIN EXPRESS 2025-2026 SEASON

-Heather Dalmolin, CEO and General Manager

This item is for discussion only; however, the Board may provide direction to staff on next steps.

Ms. Dalmolin explained Mountain Express has been operating at 30-minute frequency, but staff believe it is critical that this route offer 20-minute frequency to encourage changes in travel behavior. She stated Arizona Snowbowl plans to pay for 30-minute frequency. She reviewed the alternatives. She reported that the proposed advertising revenue is the only unencumbered funds Mountain Line has to offer to cover the funding gap to get through this year for gathering data and confirmed that this route is included in the Operational Assessment project that is currently being procured. She reviewed the graph of historical ridership and snowfall by season; the best ridership and snowfall was the 2018-2019 season when Arizona Snowbowl offered 20-minute frequency. It was determined that offering both 23-minute frequency and service on weekends through March would cost approximately \$78,000. There was a discussion about the parking at Arizona Snowbowl that was added in 2023, contract negotiations time period, advertising partnerships, and the prospect of this being a pilot program, not an expectation of future service. Ms. Dalmolin stated rider surveys would be done during this season and as part of the Operational Assessment, which should offer reliable data and a funding model which will hopefully lead to a five-year contract with Arizona Snowbowl next year for appropriate transit service in the future. She also noted that Mountain Express was created to assist the community with congestion issues on Highway 180 during the winter

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season. There was consensus of all Board members present to offer a one-time expenditure, alternative #2 presented at the meeting, directing staff to use \$78,685 in advertising revenue to implement both additional frequency at 23-minute service and March weekend service. There was no further discussion.

12. ELECTRIC BUS PERFORMANCE REPORT

-Bizzy Collins, Strategic Performance Planner

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

This item was tabled.

13. BIANNUAL PERFORMANCE REPORT

-Bizzy Collins, Strategic Performance Planner

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

This item was tabled.

14. MEETING ATTENDANCE

-Heather Dalmolin, CEO and General Manager

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

This item was tabled.

15. BUS SIMULATOR UPDATE

-Sam Short, Workforce Director

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

This item was tabled.

16. SPRINTER VAN LEASE

-Jeremiah McVicker, Maintenance Superintendent

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

This item was tabled.

PROGRESS REPORTS:

There were no questions regarding the progress reports.

17. DELEGATIONS OF AUTHORITY

-Heather Dalmolin, CEO and General Manager

18. SUMMARY OF CURRENT EVENTS

-Heather Dalmolin, CEO and General Manager

Current events were not reviewed due to being short on time.

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ITEMS FROM COMMITTEE AND STAFF:

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 15, 2025 and it will be held in person at the Mountain Line Ponderosa Room, 216 W Phoenix Avenue, Flagstaff, AZ 86001 at 9am. Lunch will be offered. The public is invited to attend. October agenda items may include but not be limited to the New Strategic Plan and the Mountain Line Annual Report. 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 Board meeting will be held on November 19, 2025 and it will be a hybrid in-person and Zoom meeting based in Flagstaff in the Mountain Line Ponderosa Room, 216 W. Phoenix Ave., Flagstaff, AZ 86001 at 10am. The public is invited to attend. November agenda items may include but not be limited to the Workplace Housing Partner Award, Power Purchasing Consortium, Legislative Priorities, New Strategic Plan, Business or Economic Development Citizen Representative Appointment to the TAC, Ability to Access Impact Fees for Necessary Transit Infrastructure Costs, Budget Process Kickoff, Employee Satisfaction Survey, Triennial Review Closeout Report, Grant Award Notification, Workforce Utilization Report, Maintenance Facility Update, Downtown Connection Center (DCC) Phase 1 Closeout, 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 Board.

19. ADJOURNMENT -Chair Vasquez adjourned the meeting at approximately 12:23pm.

Josh Maher, Vice Chair of the Mountain Line Board of Directors

ATTEST:

Rhonda Cashman, Executive Assistant and Clerk of the Board

