

TOWN OF PAYSON  
TRANSIT ADVISORY COMMITTEE MEETING  
MINUTES

HELD: Wednesday, November 8, 2023, 10:00 AM at Council  
Chambers, Payson Town Hall

*The Transit Advisory Committee reserves the right to consider any matter out of  
sequence.*

- A. Call to Order
- B. Pledge of Allegiance
- C. Lisa Lipinski -Read Title VI and moving forward it will be read.
- D. Roll Call: Dee Bowling - Present, Joanne Conlin – Present – via Zoom, Zeena Gagnon – Present – via Zoom, James Menlove–Present - via Zoom, Margaret Mackenzie – Present, Chuck Proudfoot Present, Marine Simmons – Present.

- 1. Town Staff Present: Lisa Lipinski – Tourism & Public Works Coordinator  
Juanita Coghill – Transit Coordinator

Non-TAC member participants via Zoom: Travis Ashbaugh, Transportation  
Planning Director with Central Arizona Governments (CAG)

- E. Review and approved of minutes for August 23, 2023 & September 20, 2023 –  
motion to approve made by Maurine Simmons and seconded by Chuck  
Proudfoot
- F. Ridership
  - October Counts - Blue Route 292 Red Route 375 Total: 667
  - Total October counts for Star Valley riders: 107
- H. Star Valley update on funding: Star Valley agreed to pay, and the invoice was  
submitted for \$10,000.00 to receive funds from Star Valley for this first year.  
They agreed to the amount.

Chair Proudfoot inquired what percentage of riders are disabled in some  
way. Staff verified this data is not tracked for disabled riders. Only 2 riders  
that utilize scooters have been riding from Star Valley. Bus service is not  
required to track but a rider survey would be beneficial to help in  
identifying improvements. Chair Proudfoot stated it would be beneficial to  
know what kind of impact differently abled riders have on the community.

- I. Sample mission statement and draft provided by Lisa Lipinski. Joanne said the mission statement is needed for the grant. Dee suggested to add “therefore” on the mission statement. Chuck Proudfoot moved to make the correction and for the statement to be on the books. Motion made by Joanne Conlin to accept the new mission statement for Beeline Bus Transit System and Seconded by Dee Bowling for approval of amended mission statement. Motion passed unanimously.
- J. TAC Meeting schedule for the 2024 discussed, Wednesdays at 10:00 a.m. was identified by the TAC members and staff for next year. Chuck Proudfoot recommended for the 2<sup>nd</sup> month of the quarter meetings to be held in: February, May, August & October every 2<sup>nd</sup> Wednesday of the month at 10:00 a.m. Chair Proudfoot moved to accept the proposed months. Joanne Conlin moved to accept proposed dates, Maurine Simmons second motion to approve. Motion passed unanimously. Dates will be submitted to Town Clerks for review and approval, barring no conflicting meetings.
- K. Board members present at the meeting provided updated contact information in writing for updating records as requested by Town Clerks. TAC members that attended via zoom emailed their contact information to Lisa Lipinski during the meeting.
- G. Lisa Lipinski, asked TAC members to revisit item on agenda item was skipped during the meeting and Chuck Proudfoot redirects to this agenda item:
  - Next Free Ride Friday will be held December 8, 2023. It will be the last one for 2023, this campaign has helped the community understand this transit service is available to all ages and hopefully the new bus will arrive in time for this event.
- L. Roundtable – Chair Simmons acknowledged the amazing job the bus drivers and staff did during the recent bus shortage a few weeks ago. Discussed new bus that the staff is anxiously awaiting delivery on. Travis Ashbaugh with CAG provided update on IPTA, they are still working to identify a date for their first meeting. They intend to apply for the 5311 in tandem with the Town of Payson and Miami/Globe Transportation.

Meeting adjourned at 10:35 a.m. by Chair, Chuck Proudfoot - Meeting closed.

Minutes approved by:   
 Chuck Proudfoot - Chair

Feb 27, 2024  
 Date

Minutes approved by:   
 Lisa Lipinski Tourism & Public Works Coordinator

2-27-2024  
 Date