



**City of Waukesha**  
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<b>Committee:</b> Transit Commission	<b>Date:</b> 6/20/2024
<b>Common Council Item Number:</b> ID#24-10254	<b>Date:</b> <a href="#">Click here to enter a date.</a>
<b>Submitted By:</b> Alex Damien, Director of Public Works	<b>City Administrator Approval:</b> Anthony Brown, City Administrator AB
<b>Finance Department Review:</b> Joseph Ciurro, Finance Director	<b>City Attorney's Office Review:</b> Brian Running, City Attorney BR
<b>Subject:</b> Review and Act on Proposed Bus Shelter Policy	

**Details:**  
This item is to establish standards to guide the sighting, moving and removal of public bus shelters and other bus stop amenities on Waukesha Metro Transit Routes within the City of Waukesha. This policy also provides guidance on bus shelters outside the City limits. The policy documents current practices and provides a "How To" for dealing with various circumstances with bus shelters. As a practical matter, Transit Staff will use this as a guide to determine if the current inventory of active shelters matches ridership demand in the community and make the necessary adjustments based on current ridership and projected future demand.

**Options & Alternatives:**  
A potential alternative is to not approve the policy but there is no benefit in doing so. The Transit Commission could modify the proposed policy as it sees fit.

**Financial Remarks:**  
There is no initial financial impact from adopting this policy, however, in the future it is likely to lead to cost savings as low use bus shelters could be removed and the operating cost of maintaining those shelters would be eliminated. In addition, the policy would help to ensure that the investment in new shelters/moving existing shelters are made at bus stops that fit within the policy parameters.

**Executive Recommendation:**  
Recommend approval.