



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Transit Commission Meeting

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Thursday, November 9, 2023

5:30 PM

Council Chambers, City Hall

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#### 1. Call to Order

**Present** 4 - Steve Kassens, Kevin Reilly, Eric E. Payne, and Joe Pieper

**Absent** 1 - Chad O'Donnell

#### 2. Pledge of Allegiance

#### 3. Public Comment

#### 4. Approval of Minutes

- A. [ID#23-7933](#) Approval of Minutes  
July 20, 2023

**Attachments:** [tc 23-07-20-draft](#)

**E. Payne moved to approve, seconded by Pieper; motion carried the following vote:**

**Aye:** 4 - Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

**Absent:** 1 - Chad O'Donnell

#### 5. Discussion and Recommendation re:

- A. [ID#23-7934](#) Review and Act on Proposed Bus Advertising Sales Agreement with Houck Transit Advertising

**Attachments:** [Bus Ad Sales Agreement](#)  
[Houck 2024-2029](#)

**Pieper moved to approve, seconded by Kassens ; motion carried the following vote:**

**Aye:** 4 - Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

**Absent:** 1 - Chad O'Donnell

**B.**     [ID#23-7935](#)     Review and Act on Proposed Bus Stop Changes

**Attachments:**   [Bus Stop Changes](#)

**Kassens moved to approve, seconded by E. Payne; motion carried the following vote:**

**Aye:**   4 -   Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

**Absent:**  1 -   Chad O'Donnell

**6. Communications and Referrals****A.**     [ID#23-7936](#)     Ridership Update

**Attachments:**   [2023 Ridership Summary thru Q3](#)

*Ridership update through Sept 30, 2023 has increased 25% from 2022.*

**B.**     [ID#23-7941](#)     WisGo Fare System Update

*Launched the UMO app 2 mos ago and is doing very well. The WisGo cards started distribution on Monday. The early transition is going well.*

*Other communications*

*1) Received a compliance letter from FTA that our drug and alcohol program is compliant with federal regulations.*

*2) Bus 154 was decommissioned earlier this year could not sell it so the bus was sent to the Police Department for training purposes.*

**7. Adjournment**

"A majority of the Council members may be in attendance"

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact the Public Works department, 48 hours prior to the meeting at 524-3600 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).