



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Transit Commission Meeting

Thursday, February 9, 2023

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 4 - Chad O'Donnell, Steve Kassens, Eric E. Payne, and Kevin Reilly

Absent 1 - Joe Pieper

2. Pledge of Allegiance

3. Public Comment

No public comment.

4. Public Hearing-Proposed Route Revisions Effective June 4, 2023

The public hearing was opened at 5:30 p.m. Transit Manager Brian Engelking presented the proposed changes to the routes. Comments were then sought from the audience. No residents or public were present for the public hearing and no written comments were submitted prior to the meeting. The public hearing was closed at 5:47p.m..

5. Approval of Minutes

A. [ID#23-6026](#) Approval of Minutes January 19, 2023

Attachments: [tc 23-01-09-draft](#)

A motion was made by Vice Chairperson Steve Kassens, seconded by Member Kevin Reilly, that the Minutes of January 19, 2023, be approved. The motion carried by the following vote:

Aye: 4 - Chad O'Donnell, Steve Kassens, Eric E. Payne and Kevin Reilly

Absent: 1 - Joe Pieper

6. Discussion and Recommendation re:

A. [ID#23-6027](#) Review and Act on Proposed Route Revisions Effective June 4, 2023

Attachments: [Route Revisions](#)
[hearing notice routing changes June 2023](#)
[Resolution - Route Revisions June 2023](#)
[Route Descriptions June 2023-revised](#)

Brian Engelking presented this item. He made note that the Route 15 description has been updated and requested that the motion include the revised Route 15 description.

A motion was made by Vice Chairperson Kassens, seconded by Ald. Eric Payne, that the Route Revisions with the adjusted Route 15 be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Chad O'Donnell, Steve Kassens, Eric E. Payne and Kevin Reilly

Absent: 1 - Joe Pieper

B. [ID#23-6028](#) Review and Act on Resolution Supporting the Wisconsin Department of Transportation Request to Transfer Surface Transportation Program (STP) Funds from the Federal Highway Administration to the Federal Transit Administration on behalf of the City of Waukesha

Attachments: [STP Fund Transfer](#)
[resolution-transit- 2023 STP Transfer](#)

A motion was made by Member Kevin Reilly, seconded by Vice Chairperson Steve Kassens, that the Resolution Supporting the Wisconsin Department of Transportation Request to Transfer Surface Transportation Program (STP) Funds for the Federal Highway Administration to the Federal Transit Administration of behalf of the City of Waukesha be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Chad O'Donnell, Steve Kassens, Eric E. Payne and Kevin Reilly

Absent: 1 - Joe Pieper

C. [ID#23-6029](#) Review and Act on Resolution Authorizing the Filing of the 2023 Federal Grant

Attachments: [Federal Grant filling](#)
[Resolution - 2023 Grants](#)

A motion was made by Member Kevin Reilly, seconded by Vice Chairperson Steve Kassens, that the Resolution Authorizing the Filing of the 2023 Federal Grant be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Chad O'Donnell, Steve Kassens, Eric E. Payne and Kevin Reilly

Absent: 1 - Joe Pieper

7. Communications and Referrals

Brian Engelking reported that the City was awarded WisDOT CMAQ funds to pay for the additional 5 replacement buses for 2027. We have federal funds available for most of the fleet needing replacement then (provided the price won't be astronomical then.)

Present 4 - Chad O'Donnell, Steve Kassens, Joe Pieper, and Eric E. Payne

8. Adjournment

A motion was made that the meeting be adjourned. The motion carried unanimously.

"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.