



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Transit Commission Meeting

Thursday, May 8, 2025

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 3 - Chad O'Donnell, Kevin Reilly, and Eric Payne

Absent 1 - Joe Pieper

2. Pledge of Allegiance

3. Election of Officers

A. [ID#25-00691](#) Election of Officers

A motion was made by Chair Steve Kassens, seconded by Member Kevin Reilly, that the Chairman, Steve Kassens, and Vice Chairman, Chad O'Donnell, remain the same. The motion carried by the following vote:

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

Absent: 1 - Joe Pieper

4. Public Comment

No public comment.

5. Approval of Minutes

A. [ID#25-00681](#) Approval of Minutes March 6, 2025

Attachments: [tc 25-03-06-Draft](#)

A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly, that the Minutes of March 6, 2025, be approved. The motion carried by the following vote:

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

Absent: 1 - Joe Pieper

Ald. Pieper arrived at 5:32 p.m.

6. Discussion and Recommendation re:

- A. [ID#25-00682](#) Waukesha County Business Item- Review and Act on Proposed FlexRide Contract with MobilSE, Inc.

Attachments: [Waukesha County Business Item-2025 FlexRide Agreement Contract-Transit-FlexRide Contract 2025](#)

A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly, that the Waukesha County Business Proposed FlexRide Contract with MobilSE, Inc. be recommended for Council Consent. The motion carried by the following vote:

Aye: 5 - Chad O'Donnell, Kevin Reilly, Eric Payne, Joe Pieper and Steve Kassens

- B. [ID#25-00683](#) Waukesha County Business Item-Review and Act on Proposed Amendment 2 to Purchase Service Agreement with Wisconsin Transit Lines, LLC. for Operation of Routes 901, 904, 905

Attachments: [Wisconsin Transit Lines Amendment Transit-Wisconsin Coach Lines Agmt-Amendment2 2025](#)

A motion was made by Member Kevin Reilly, seconded by Ald. Joe Pieper, that the Waukesha County Proposed Amendment 2 to Purchase Service Agreement with Wisconsin Transit Lines, LLC, for Operation of Routes 901, 904, 905 be recommended for Council Consent. The motion carried by the following vote:

Aye: 5 - Chad O'Donnell, Kevin Reilly, Eric Payne, Joe Pieper and Steve Kassens

7. Communications and Referrals

- A. [ID#25-00684](#) On Demand Study Report

Attachments: [Via On Demand Workshop](#)

Brian Engelking, Transit Manager, presented the On Demand/Microtransit Feasibility Summary. There are no cost savings On Demand options and limited cost neutral solutions and those are only for a few routes on the weekend which does not make it feasible to implement On Demand at this time.

- B. [ID#25-00685](#) Quarter 1 2025 Ridership Report

Attachments: [Q1 2025 Ridership](#)

Brian Engelking, Transit Manager, presented this item stating fixed route ridership increased 2.3%. Metrolift ridership increased 24% in the first quarter and they're keeping an eye on service levels as Metrolift ridership continues to increase at an accelerated pace.

- C. [ID#25-00687](#) 2024 Transit Mutual Insurance Safety Award

Transit team has received the 2024 Transit Mutual Insurance Safety Award for the third year in a row. Congratulations to all the staff and drivers.

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. 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).