



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Transit Commission Meeting

Thursday, March 6, 2025

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 5 - Chad O'Donnell, Steve Kassens, Kevin Reilly, Eric E. Payne, and Joe Pieper

2. Pledge of Allegiance

3. Public Comment

No public comments.

4. Approval of Minutes

- A. [ID#25-00306](#) Approval of Minutes
January 9, 2025

Attachments: [tc 25-01-09-Draft](#)

A motion was made by Member Joe Pieper, seconded by Vice Chair Kevin Reilly, that the Minutes of January 9, 2025, be approved. The motion carried by the following vote:

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

5. Discussion and Recommendation re:

- A. [ID#25-00307](#) Review and Act on Proposed Reduced Route 1 Service Levels Effective
June 2, 2025

Attachments: [Route 1 Reductions June 2025](#)

A motion was made by Member Joe Pieper, seconded by Vice Chair Kevin Reilly, to recommend for Council Consent the reduced Route 1 Service Levels to be effective June 2, 2025. The motion carried by the following vote:

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

- B. [ID#25-00308](#) Review and Act on Resolution Authorizing the Filing of the 2025 Federal Grant

Attachments: [Federal Grant filling](#)
[Resolution - 2025 Grants](#)

A motion was made by Vice Chair Kevin Reilly, seconded by Member Eric Payne, that the resolution authorizing the filing of the 2025 Federal Grant be recommended for Council Consent. The motion carried by the following vote:

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

- C. [ID#25-00309](#) Review and Act on Proposed Title VI Plan for 2025-2027 and Supporting Resolution

Attachments: [Title VI Program Update](#)
[Resolution - Title VI 2025-2027](#)

A motion was made by Member Joe Pieper, seconded by Member Eric E. Payne, that the Title VI Plan for 2025-2027 and supporting Resolution be recommended for Council Consent. The motion carried by the following vote:

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

6. Communications and Referrals

- A. [ID#25-00310](#) 2024 Ridership Report

Attachments: [2024 Ridership](#)

2024 Fixed Route ridership increased 16% and passengers per hour increased 8% over 2023 figures. 2024 Metrolift ridership increased nearly 7%.

- B. [ID#25-00311](#) 2023 WisDOT Management Review Summary

Attachments: [2023 WisDOT Management Review Summary & Report](#)

WisDOT review found that Waukesha Metro was in acceptable ranges for most objectives with Wisconsin Peer Systems both in the Single Year and 5 Year Trend. Waukesha Metro performed better than its National Peer Systems in three objectives for the Single Year Review and most objectives over the 5 Year Trend.

7. 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).