



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Transit Commission Meeting

Thursday, June 18, 2026

5:30 PM

Council Chambers, City Hall

1. Call to Order

No public comments.

Present 4 - Kevin Reilly, Chad O'Donnell, Eileen Micklitz, and Joe Pieper

Absent 1 - Steve Kassens

2. Pledge of Allegiance

3. Public Comment

No public comments.

4. Election of Officers

A. [ID#26-03930](#) Election of Officers

Sponsors: Transit

A motion was made by Member Kevin Reilly, seconded by Ald. Eileen Micklitz, that Chad O'Connell be the Chairman and Kevin Reilly be the Vice Chairman for the aldermanic year. The motion carried by the following vote:

Aye: 4 - Kevin Reilly, Chad O'Donnell, Eileen Micklitz and Joe Pieper

Absent: 1 - Steve Kassens

5. Communications and Referrals:

A. [ID#26-03780](#) 2025 Transit Financial Audit

Sponsors: Transit

Attachments: [TC-26-03780-2025 Transit Financial Audit](#)

[Board Handout](#)

[Waukesha Transit Management Letter - 2025 - Final](#)

[Waukesha Metro Transit AUD - 12-31-2025 - FS - Final](#)

Brian Engelking, Transit Manager, introduced Jody Dobson, Principal of Baker Tilly US, LLP, who performed the annual audit. Ms. Dobson presented the Waukesha Metro Transit Financial Audit for 2025 and stated everything went very smoothly and the overall results are stable and very positive.

6. Approval of Minutes

- A. [ID#26-03778](#) Approval of Minutes of May 21, 2026.

Sponsors: Transit

Attachments: [Transit Commission Minutes 5-21-26 - Final](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Minutes of May 21, 2026, be approved. The motion carried by the following vote:

Aye: 4 - Kevin Reilly, Chad O'Donnell, Eileen Micklitz and Joe Pieper

Absent: 1 - Steve Kassens

7. Discussion and Recommendation to Council Regarding:

- A. [ID#26-03779](#) Review and Act on Proposed Change Order to 2027 Bus Purchase from Gillig, LLC

Attachments: [TC-26-03779-2027 Bus Purchase Change Order](#)
[Price Summary-final](#)

A motion was made by Ald. Eileen Micklitz, seconded by Kevin Reilly, that the Change Order to the 2027 Bus Purchase from Gillig, LLC, be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Kevin Reilly, Chad O'Donnell, Eileen Micklitz and Joe Pieper

Absent: 1 - Steve Kassens

- B. [ID#26-03781](#) Review and Act on Mass Transit Operating Aid Agreement with Wisconsin Department of Transportation (WisDOT) for 2026

Sponsors: Transit

Attachments: [TC-26-03781-WisDOT 2026 Operating Assistance Agreement](#)

Held pending the Mass Transit Operating Aid Agreement with Wisconsin Department of Transportation (WisDOT) for 2026.

Absent: 5 - Kevin Reilly, Steve Kassens, Chad O'Donnell, Eileen Micklitz and Joe Pieper

- C. [ID#26-03782](#) Review and Act on Paratransit Aid Agreement with Wisconsin Department of Transportation (WisDOT) for 2026

Sponsors: Transit

Attachments: [TC-26-03782-WisDOT 2026 Paratransit Assistance Agreement](#)
[2026 85.205 Waukesha-final](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Paratransit Aid Agreement with Wisconsin Department of Transportation

(WisDOT) for 2026 be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Kevin Reilly, Chad O'Donnell, Eileen Micklitz and Joe Pieper

Absent: 1 - Steve Kassens

8. Matter of Report

A. [ID#26-03926](#) Update on Transit Service Levels

Sponsors: Transit

Attachments: [Service Levels 2026](#)

Brian Engelking, Transit Manager, provided an update on the Transit service levels. The City Administrator has asked that Transit provide an update at a future Council Meeting.

9. 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).