



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Transit Commission Meeting

Thursday, December 4, 2025

5:30 PM

Council Chambers, City Hall

1. Call to Order

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

2. Pledge of Allegiance

3. Public Comment

No public comments.

4. Approval of Minutes

A. [ID#25-02591](#) Approval of Minutes
October 9, 2025

Sponsors: Transit

Attachments: [tc 25-10-09-draft](#)

A motion was made by Kevin Reilly, seconded by Ald. Joe Pieper, that the Minutes October 9, 2025, be approved. The motion carried by the following vote:

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

5. Discussion and Recommendation to Council Regarding:

A. [ID#25-02592](#) Review and Act on Shop Uniform and Towel Bid from Vestis

Sponsors: Transit

Attachments: [TC-25-02592-Shop Uniform and Towel Bid Pricing2025](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Shop Uniform and Towel Bid from Vestis be recommended for Council Consent. The motion carried by the following vote:

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

B. [ID#25-02593](#) Review and Act on Proposed Amendment 1 to Intergovernmental Cooperation Agreement Waukesha County Transit Administration Services

Sponsors: Transit

Attachments: [TC-25-02593-Amendment No 1 to County Admin Agreement](#)

[Transit Admin Amendment 1](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Amendment 1 to the Intergovernmental Cooperation Agreement with Waukesha County Transit Administration Services be recommended for Council Consent. The motion carried by the following vote:

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

6. Matter of Report

7. Communications and Referrals:

A. [ID#25-02594](#) Report on Service Levels and Funding Update

Sponsors: Transit

Attachments: [TC-25-02594-Service Level Funding Update](#)

[Transit Funding- Service Levels 2026](#)

Brian Engelking, Transit Manager, presented this report.

B. [ID#25-02595](#) 2025 Ridership Report Update

Sponsors: Transit

Attachments: [TC-25-02595-2025 Ridership Update](#)

[2025 Ridership Summary](#)

[2025 Monthly Ridership](#)

Brian Engelking, Transit Manager, presented this report.

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).