



# City of Waukesha

Waukesha City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### Transit Commission Meeting

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Thursday, June 19, 2025

5:30 PM

Council Chambers, City Hall

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#### 1. Call to Order

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

#### 2. Pledge of Allegiance

#### 3. Public Comment

*No public comment.*

#### 4. Approval of Minutes

- A. [ID#25-01212](#) Approval of Minutes  
May 8, 2025

**Attachments:** [tc 25-05-08-Draft](#)

A motion was made by Ald. Payne, seconded by Ald. Pieper, that this Minutes of May 8, 2025, be approved. The motion carried by the following vote:

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

#### 5. Discussion and Recommendation re:

- A. [ID#25-01213](#) Review and Act on Mass Transit Operating Aid Agreement with Wisconsin Department of Transportation (WisDOT) for 2025

**Attachments:** [TC 25-01213-WisDOT Operating Assistance Agreement](#)

Item held.

- B. [ID#25-01214](#) Review and Act on Paratransit Operating Aid Agreement with Wisconsin Department of Transportation (WisDOT) for 2025

**Attachments:** [TC 25-01214-WisDOT Paratransit Assistance Agreement](#)

Item held.

#### 6. Communications and Referrals

- A. [ID#25-01215](#) 2024 Financial Audit Presentation

**Attachments:** [TC 25-01215-2024 Financial Audit Presentation](#)  
[Waukesha Transit 2024 Board Handout](#)  
[Waukesha Transit Management Letter Final 12-31-2024](#)  
[Waukesha Transit System Utility AUD Final 12-31-2024](#)  
[Waukesha County Operating Assistance Contract Report Final 12-31-2024](#)

*Jodi Dobson, Partner, Baker Tilly US, LLP, presented the 2024 Financial Audit presentation. Ms. Dobson and Brian Engelking, Transit Manager, responded to questions from Ald. Pieper and Member Reilly.*

## 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).