



# City of Waukesha

Waukesha City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### Transit Commission Meeting

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Thursday, July 17, 2025

5:30 PM

Council Chambers, City Hall

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#### 1. Call to Order

**Present** 4 - Eric Payne, Joe Pieper, Steve Kassens, and Chad O'Donnell

**Absent** 1 - Kevin Reilly

#### 2. Pledge of Allegiance

#### 3. Public Comment

#### 4. Approval of Minutes

- A. [ID#25-01674](#) Approval of Minutes  
June 19, 2025

**Attachments:** [Transit Commission Minutes 6-19-25-Draft](#)

A motion was made by Ald. Payne, seconded by Ald. Pieper, that this Discussion and Recommendation be approved. The motion carried by the following vote:

**Aye:** 4 - Eric Payne, Joe Pieper, Steve Kassens and Chad O'Donnell

**Absent:** 1 - Kevin Reilly

#### 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

**Sponsors:** Transit

**Attachments:** [TC 25-01213-WisDOT Operating Assistance Agreement](#)  
[WisDOT 2025 Operating Grant Agreement](#)

A motion was made by Ald. Pieper, seconded by Ald. Payne, that this Discussion and Recommendation be approved. The motion carried by the following vote:

**Aye:** 4 - Eric Payne, Joe Pieper, Steve Kassens and Chad O'Donnell

**Absent:** 1 - Kevin Reilly

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

**Sponsors:**   Transit

**Attachments:**   [TC 25-01214-WisDOT Paratransit Aid Operating Assistance Agreement](#)  
[WisDOT 2025 Paratransit Grant Agreement](#)

**A motion was made by Ald. Pieper, seconded by Ald. Payne, that this Discussion and Recommendation be approved. The motion carried by the following vote:**

**Aye:**    4 -   Eric Payne, Joe Pieper, Steve Kassens and Chad O'Donnell

**Absent:**   1 -   Kevin Reilly

- C.**     [ID#25-01675](#)   Review and Act on Proposed Bus Stop Changes

**Sponsors:**   Transit

**Attachments:**   [TC 25-01675-Bus Stop Changes](#)

**A motion was made by Ald. Pieper, seconded by Ald. Payne, that this Discussion and Recommendation be approved. The motion carried by the following vote:**

**Aye:**    4 -   Eric Payne, Joe Pieper, Steve Kassens and Chad O'Donnell

**Absent:**   1 -   Kevin Reilly

## 6. Communications and Referrals

*Brian Engelking, Transit Manager, reported on the rebid for the bus wash project.*

## 7. Adjournment

"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).