



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Transit Commission Meeting

Thursday, January 9, 2025

5:30 PM

Council Chambers, City Hall

1. Call to Order
2. Pledge of Allegiance
3. Public Comment

No public comments.

4. Public Hearing- Proposed Service Changes Effective June 2, 2025

Ald. Eric Payne made a motion to open the public hearing at 5:32 p.m., seconded by Member Kevin Reilly. Motion carried by the following vote.

Aye: 4 - Chad O'Donnell, Steve Kassens, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

4. Public Hearing Presentation of Service Changes Effective June 2, 2025

The Transit Manager Brian Engelking presented the proposed changes to the routes. Comments were then sought from the audience. No residents or public were present for the public hearing and no written comments were submitted prior to the meeting except for some comments by Pro Health Care. Changes appear to have minimal impact on the passengers.

Ald. Eric Payne made a motion to close the public hearing at 5:46 p.m., seconded by Member Kevin Reilly. Motion carried by the following vote:

Aye: 4 - Chad O'Donnell, Steve Kassens, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

5. Approval of Minutes

- A. [ID#24-11513](#) Approval of Minutes
December 5, 2024

Attachments: [Transit Commission Minutes 12-05-24-Final.pdf](#)

A motion was made that the Minutes of December 5, 2024, be approved. The motion carried by the following vote:

Aye: 4 - Chad O'Donnell, Steve Kassens, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

6. Discussion and Recommendation re:

A [ID#24-11514](#) Review and Act on Proposed Service Changes Effective June 2, 2025

Attachments: [Service Changes Effective June 2, 2025](#)
[hearing notice service changes June 2025](#)
[Resolution - Route Revisions June 2025](#)
[Maps of Proposed Routes 3, 6, 8, 15](#)
[route descriptions june 2025](#)
[Bus Stop Changes June 2025](#)

A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly that the service changes effective June 2, 2025, be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Chad O'Donnell, Steve Kassens, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

B. [ID#24-11515](#) Review and Act on Proposed Revisions to Public Hearing Notice Policy

Attachments: [Public hearing notice policy cover sheet](#)
[Proposed Revised Public Hearing Notice Policy](#)
[Current Public Hearing Notice](#)

A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly that the revisions to the Public Hearing Notice Policy be recommended for Council Consent. The motion carried by the following vote:

Aye: 4 - Chad O'Donnell, Steve Kassens, Kevin Reilly and Eric E. Payne

Absent: 1 - Joe Pieper

7. Communications and Referrals

A. [ID#24-11516](#) On Demand Service Analysis

Manager Engelking stated that they will be working with VIA that currently does the Milwaukee Flex Ride service to see if there are any cost savings and to gather valuable information on the operations.

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).