



TRANSIT COMMISSION MEETING AGENDA

WEDNESDAY, APRIL 30, 2025 AT 5:00 PM

WATERTOWN MUNICIPAL BUILDING, 106 JONES STREET, ROOM 0041

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 917 858 0897 Passcode: 53094 One tap mobile +16469313860

All public participants' phones will be muted during the meeting except during the public comment period.

1. CALL TO ORDER

2. REVIEW & APPROVE MINUTES

A. Transit Commission minutes from November 18, 2024

3. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Each individual who would like to address the Committee will be permitted up to three minutes for their comments

4. REVIEW RIDERSHIP / FINANCIAL STATISTICS

A. Taxi Stats 2024

B. Taxi Stats 2025

5. BUSINESS

A. Introduction of new Alder Commission Member Fred Smith

B. Updates from Watertown Transit/Passenger Transit Inc

C. Vehicle Disposal Update - Transit Fleet # 53, 54, and 85

D. Vehicle Procurement Update

6. REVIEW CITIZEN COMMUNICATIONS AND REPORTS

A. Quarterly Driver Report

B. Quarterly Vehicle Maintenance Report

C. Complaint Log - none

7. SET NEXT MEETING DATE

8. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only



TRANSIT COMMISSION MEETING MINUTES

MONDAY, NOVEMBER 18, 2024 AT 5:00 PM

WATERTOWN MUNICIPAL BUILDING, 106 JONES STREET, ROOM 0041

The Transit Commission met on the above date and time in person and virtually with the following members present: Tom Hahn, David Applegarth and Laurie Grosenick, and Ald. Schmid. Absent was Michelle Bainbridge. Also in attendance was City Clerk Megan Dunneisen.

1. CALL TO ORDER – Chair Hahn called the meeting to order at 5:00 pm
2. REVIEW & APPROVE MINUTES
 - A. Ald. Schmid made a motion to approve the Transit Commission minutes from September 23, 2024, seconded by Grosenick and carried by unanimous voice vote.
3. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT - None
4. REVIEW RIDERSHIP / FINANCIAL STATISTICS
 - A. Taxi Stats were discussed – ridership down, could be due to staffing.
5. BUSINESS:
 - A. Ald. Schmid made a motion to select vehicle number 85 for disposal in 2025, seconded by Grosenick and carried by unanimous voice vote.
6. REVIEW CITIZEN COMMUNICATIONS AND REPORTS
 - A. Quarterly Driver Report - None
 - B. Quarterly Vehicle Maintenance Report – Commission discussion on transit vehicles and maintenance. Watertown Transit Mechanic, John, was present to address any questions or comments regarding vehicle maintenance.
 - C. Complaint Log – no additions since last meeting.
7. SET NEXT MEETING DATE – Next meeting date will be January 27, 2025, at 5:00pm
8. ADJOURNMENT Ald. Schmid made a motion to adjourn, seconded by Grosenick and carried by unanimous voice vote at 5:36 pm.

Respectfully submitted,
Megan Dunneisen, City Clerk

DISCLAIMER: These minutes are uncorrected; any corrections will be noted in the proceedings at which these minutes are approved. Complete minutes are open for public inspection in the office of the Finance Department

<u>Ridership by Year</u>	2019	2020	2021	2022	2023	Change 19-23	2024	Change 23-24
Elderly/Disabled	35,787	29,795	33,831	34,055	37,664	5.24%	36,007	-5%
Children	16,295	11,000	17,211	19,506	16,626	2.03%	14,841	-12%
Agency	4,376	3,299	1,716	2,870	3,728	-14.81%	5,034	26%
Adults	34,422	28,871	31,191	31,175	30,049	-12.70%	29,331	-2%
Children Accompy	775	850	1,560	587	702	-9.42%	560	-25%
Corner Service	9,276	2,888	5,698	4,344	1,896	-79.56%	0	
Out of Town	228	439	2,581	822	776	240.18%	1,317	41%
TOTALS	101,159	77,142	93,788	93,359	91,441	-9.61%	89,114	-4.98%

Current Fare Rates	4/1/2023
E/H	\$3.00
Children	\$3.00
Agency Sr and Dis	\$9.00
Regular/Adults	\$4.00
Children accompy	\$2.00
Corner Service	\$2.25
Out of Town	\$10.00
Agency	\$9.00
Parcel	\$8.25

Ridership by Month

2019 monthly	9,215	8,992	9,308	9,301	9,138	6,479	6,416	7,020	8,509	9,103	9,056	8,622	101,159
2020 monthly	9,790	9,066	6,442	3,671	4,570	5,397	5,570	5,711	5,971	7,259	6,441	7,337	77,225
2021 monthly	7,393	7,742	9,030	8,975	8,455	7,010	6,780	6,517	7,813	8,255	7,699	8,126	93,795
2022 monthly	8,345	8,408	8,870	8,312	8,136	6,193	6,300	6,340	7,391	7,978	7,987	9,101	93,361
2023 monthly	8,095	7,789	8,894	8,028	8,054	7,177	6,529	7,092	7,541	7,572	7,335	7,336	91,442
2024 Monthly	7,612	7,631	7,566	7,747	7,731	6,609	6,479	6,783	6,604	7,506	7,353	7,523	87,144

<u>Current Year Ridership</u>	January	February	March	April	May	June	July	August	September	October	November	December	Total
E/H	2,916	2,822	2,872	2,937	2,938	3,013	3,096	3,107	2,825	3,278	3,133	3,070	36,007
Children	1,463	1,647	1,449	1,664	1,793	767	523	615	1,100	1,280	1,228	1,312	14,841
Agency Sr Dis	400	399	392	320	414	413	364	480	453	484	435	480	5,034
Regular/Adults	2,684	2,569	2,685	2,689	2,431	2,230	2,363	2,426	2,063	2,303	2,402	2,487	29,331
Children accompany	52	86	73	42	71	67	40	27	23	26	31	22	560
Corner Service	0	0	0	0	0	0	0	0	0	0	0	0	0
Out of Town	97	108	95	95	84	120	93	128	140	135	124	152	1,371
Parcel (temp svc)	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	7,612	7,631	7,566	7,747	7,731	6,609	6,479	6,783	6,604	7,506	7,353	7,523	87,144
Diff. 2024 over 2023	(483)	(158)	(1,328)	(281)	(323)	(568)	(50)	(309)	(937)	(66)	18	187	(4,298)
% chg 2023 to 2024	-6.0%	-2.0%	-14.9%	-3.5%	-4.0%	-7.9%	-0.8%	-4.4%	-12.4%	-0.9%	0.3%	2.6%	-4.7%

Current Year Fares Collected

E/H	\$8,748.00	\$8,466.00	\$8,616.00	\$8,811.00	\$8,814.00	\$9,039.00	\$9,288.00	\$9,321.00	\$8,475.00	\$9,834.00	\$9,399.00	\$9,210.00	\$108,021.00
Children <12	\$4,389.00	\$4,941.00	\$4,347.00	\$4,992.00	\$5,379.00	\$2,301.00	\$1,569.00	\$1,845.00	\$3,300.00	\$3,840.00	\$3,684.00	\$3,936.00	\$44,523.00
Agency Sr. Dis.	\$3,600.00	\$3,591.00	\$3,528.00	\$2,880.00	\$3,726.00	\$3,717.00	\$3,276.00	\$4,320.00	\$4,077.00	\$4,356.00	\$3,915.00	\$4,320.00	\$45,306.00
Regular	\$10,734.67	\$10,275.11	\$10,740.44	\$10,754.67	\$9,725.78	\$8,919.56	\$9,452.44	\$9,703.11	\$8,250.22	\$9,211.56	\$9,609.78	\$9,947.11	\$117,324.44
Children accompany	\$104.00	\$172.00	\$146.00	\$84.00	\$142.00	\$134.00	\$80.00	\$54.00	\$46.00	\$52.00	\$62.00	\$44.00	\$1,120.00
Corner Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Out of Town	\$973.33	\$1,082.22	\$948.89	\$953.33	\$835.56	\$1,195.56	\$928.89	\$1,282.22	\$1,404.44	\$1,351.11	\$1,235.56	\$1,522.22	\$13,713.33
Parcel (temp svc)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Calculated Rev	\$28,549.00	\$28,527.33	\$28,326.33	\$28,475.00	\$28,622.34	\$25,306.12	\$24,594.33	\$26,525.33	\$25,552.66	\$28,644.67	\$27,905.34	\$28,979.33	\$330,007.78
Reported Revenue	\$31,344.00	\$30,569.00	\$29,236.00	\$30,389.00	\$28,652.00	\$24,017.00	\$25,834.00	\$28,115.00	\$26,169.00	\$29,202.00	\$29,330.00	\$31,424.00	\$344,281.00

Difference	\$2,795.00	\$2,041.67	\$909.67	\$1,914.00	\$29.66	-\$1,289.12	\$1,239.67	\$1,589.67	\$616.34	\$557.33	\$1,424.66	\$2,444.67	\$14,273.22
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2019 Driver Hours	2767.25	2560.75	2758.4	2677.25	2563.75	2224.25	2277	2407	2544.75	2767.25	2687.25	1665.1	29,900.00
2020 Driver Hours	2851.25	2566.68	2414.40	1846.30	1968.30	2191.53	2251.95	2215.30	2123.68	2507.55	2302.17	2652.12	27,891.23
2021 Driver Hours	2507.37	2445.5	2714.6	2601.4	2505.77	2212.33	2134.92	2107.17	2310.2	2323.13	2364.8	2500.16	28,727.35
2022 Driver Hours	2434.65	2354.43	2568.02	2396.28	2353.38	2210.45	2091.33	2255.55	2242.78	2374.15	2348.23	2413.4	28,042.65
2023 Driver Hours	2501.42	2222.47	2464.8	2412.93	2428.97	2326.72	2175.22	2403.67	2127.3	2174.65	2112.1	2141.8	27,492.05
2024 Driver Hours	2242.45	2115.5	2071.63	2230.65	2322.37	2199.17	2211.83	2292.08	2187.22	2386.17	2330.82	2565.24	27,155.13
times hourly rate	32.43	32.43	32.43	32.43	32.43	32.43	32.43	32.43	32.43	32.43	32.43	32.43	
Calculated Expense	\$72,722.65	\$68,605.67	\$67,182.96	\$72,339.98	\$75,314.46	\$71,319.08	\$71,729.65	\$74,332.15	\$70,931.54	\$77,383.49	\$75,588.49	\$83,190.73	\$880,640.85
Reported Expense	\$72,722.65	\$68,605.67	\$67,182.96	\$72,339.98	\$75,314.46	\$71,319.08	\$71,729.65	\$74,332.15	\$70,931.54	\$77,383.49	\$75,588.49	\$83,190.73	\$880,640.85
Difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ACCIDENTS REPORTED	0	0	0	1	2	0	0	0	0	0	0	0	0

<u>Ridership by Year</u>	2020	2021	2022	2023	2024	Change 20-24	2025	Change 24-25
Elderly/Disabled	29,795	33,831	34,055	37,664	36,007	20.85%	9,566	-276%
Children	11,000	17,211	19,506	16,626	14,841	34.92%	4,687	-217%
Agency	3,299	1,716	2,870	3,728	5,034	52.59%	1,437	-250%
Adults	28,871	31,191	31,175	30,049	29,331	1.59%	8,807	-233%
Children Accompy	850	1,560	587	702	560	-34.12%	113	-396%
Corner Service	2,888	5,698	4,344	1,896	0	-100.00%	0	
Out of Town	439	2,581	822	776	1,371	212.30%	371	-269%
TOTALS	77,142	93,788	93,359	91,441	87,144	12.97%	24,981	-73.24%

Current Fare Rates	4/1/2023
E/H	\$3.00
Children	\$3.00
Agency Sr and Dis	\$9.00
Regular/Adults	\$4.00
Children accompy	\$2.00
Corner Service	\$2.25
Out of Town	\$10.00
Agency	\$9.00
Parcel	\$8.25

Ridership by Month

2020 monthly	9,790	9,066	6,442	3,671	4,570	5,397	5,570	5,711	5,971	7,259	6,441	7,337	77,225
2021 monthly	7,393	7,742	9,030	8,975	8,455	7,010	6,780	6,517	7,813	8,255	7,699	8,126	93,795
2022 monthly	8,345	8,408	8,870	8,312	8,136	6,193	6,300	6,340	7,391	7,978	7,987	9,101	93,361
2023 monthly	8,095	7,789	8,894	8,028	8,054	7,177	6,529	7,092	7,541	7,572	7,335	7,336	91,442
2024 monthly	7,612	7,631	7,566	7,747	7,731	6,609	6,479	6,783	6,604	7,506	7,353	7,523	87,144
2025 Monthly	8,360	8,269	8,352	0	0	0	0	0	0	0	0	0	24,981

<u>Current Year Ridership</u>	January	February	March	April	May	June	July	August	September	October	November	December	Total
E/H	3,286	3,040	3,240										9,566
Children	1,647	1,658	1,382										4,687
Agency Sr Dis	475	462	500										1,437
Regular/Adults	2,785	2,962	3,060										8,807
Children accompany	21	31	61										113
Corner Service	0	0	0										0
Out of Town	146	116	109										371
Parcel (temp svc)	0	0	0										0
TOTAL	8,360	8,269	8,352	0	0	0	0	0	0	0	0	0	24,981
Diff. 2025 over 2024	748	638	786	(7,747)	(7,731)	(6,609)	(6,479)	(6,783)	(6,604)	(7,506)	(7,353)	(7,523)	(62,163)
% chg 2024 to 2025	9.8%	8.4%	10.4%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-71.3%

Current Year Fares Collected

E/H	\$9,858.00	\$9,120.00	\$9,720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,698.00
Children <12	\$4,941.00	\$4,974.00	\$4,146.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,061.00
Agency Sr. Dis.	\$4,275.00	\$4,158.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,933.00
Regular	\$11,140.00	\$11,848.00	\$12,239.56	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,227.56
Children accompany	\$42.00	\$62.00	\$122.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$226.00
Corner Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Out of Town	\$1,460.00	\$1,160.00	\$1,091.11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,711.11
Parcel (temp svc)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Calculated Rev	\$31,716.00	\$31,322.00	\$31,818.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$94,856.67
Reported Revenue	\$34,247.00	\$30,414.00	\$31,283.00										\$95,944.00

Difference	\$2,531.00	-\$908.00	-\$535.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,087.33
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2020 Driver Hours	2,851.25	2,566.68	2,414.40	1,846.30	1,968.30	2,191.53	2,251.95	2,215.30	2,123.68	2,507.55	2,302.17	2,652.12	27,891.23
2021 Driver Hours	2,507.37	2,445.50	2,714.60	2,601.40	2,505.77	2,212.33	2,134.92	2,107.17	2,310.20	2,323.13	2,364.80	2,500.16	28,727.35
2022 Driver Hours	2,434.65	2,354.43	2,568.02	2,396.28	2,353.38	2,210.45	2,091.33	2,255.55	2,242.78	2,374.15	2,348.23	2,413.40	28,042.65
2023 Driver Hours	2,501.42	2,222.47	2,464.80	2,412.93	2,428.97	2,326.72	2,175.22	2,403.67	2,127.30	2,174.65	2,112.10	2,141.80	27,492.05
2024 Driver Hours	2,242.45	2,115.50	2,071.63	2,230.65	2,322.37	2,199.17	2,211.83	2,292.08	2,187.22	2,386.17	2,330.82	2,565.24	27,155.13
2025 Driver Hours	2,577.93	2,401.98	2,459.95										7,439.86
times hourly rate	33.24	33.24	33.24	33.24	33.24	33.24	33.24	33.24	33.24	33.24	33.24	33.24	
Calculated Expense	\$85,690.39	\$79,841.82	\$81,768.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$247,300.95
Reported Expense	\$85,690.39	\$79,841.82	\$81,768.74										\$247,300.95
Difference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ACCIDENTS REPORTED	0	0	0	0	0	0	0	0	0	0	0	0	0