

Eau Claire Transit Commission Public Notice and Agenda



Wednesday, June 17, 2020

6:00PM
North Conference Room
City Hall
203 S. Farwell St.

PLEASE TAKE NOTICE that while City Hall offices and meeting rooms remain closed in response to COVID-19, meetings of the **Transit Commission** will be held virtually through online meeting systems and will be available to the public via Webex using a computer, tablet or smartphone (requires Webex app), or telephone (audio only) using the link or dial-in number.

June 17 Transit Commission Connection Info

Event Address for Attendees:

<https://eauclairewi.webex.com/eauclairewi/onstage/g.php?MTID=e41ca1ddb84a597adb4c9aa39f50f2d71>

Audio Only Dial in number (users will only be able to listen and not participate in this mode)

United States Toll

+1-408-418-9388

[Show all global call-in numbers](#)

Access code: 146 851 1676

***Please note: The Chair of the Transit Commission may call for public comment before or after any item on the agenda.**

Call to Order

1. Call for Public Comment for items not on the agenda

2. Roll Call

a. Members Present:

b. Members Absent:

c. Staff Present:

d. Others Present:

3. Approval of the Minutes for the regular meeting on **February 19, 2020.**

Business Agenda

4. Discuss and consider a motion to recommend council to approve the Transit section of the 2021-2025 City of Eau Claire CIP.
5. Discuss and consider a motion to approve the Eau Claire Transit Public Transportation Agency Safety Plan.

Discussion Agenda

6. Discuss the status of the Transfer Center project.
7. Discuss the status of the Transit Development Plan
8. Discuss the actions taken in response to the Coronavirus

Staff Reports

9. Presentation of the Ridership and Revenue Reports.
10. No Manager's Report (items covered in discussion)

This notice is given pursuant to the provisions of Subchapter V of Chapter 19 of the Wisconsin Statutes. In order to accommodate the participation of people with disabilities at this meeting, the City will provide the services of a sign language interpreter or make other reasonable accommodations on request. To make such a request, please notify the City at (715) 839-4902 at least two (2) days prior to the meeting.

**COMMISSION MEMBERS - PLEASE CALL THE TRANSIT OFFICE AT
(715) 839-5111 IF YOU ARE UNABLE TO ATTEND THE MEETING.**



Eau Claire Transit Commission Minutes

Wednesday, February 19, 2020

**6:00PM
North Conference Room
City Hall
203 S. Farwell St.**

Call to Order at 6:00PM

1. Call for Public Comment for items not on the agenda
2. Roll Call
 - a. Members Present: **Bob Schraufnagel, Jeremy Gragert, Elizabeth Sullivan, Riley Rakowiecki, Chandler Lorentz, Rose Fowler, Cheryal Keisler, Joshua Clements (after roll call)**
 - b. Members Absent: Georgia Eaton
 - c. Staff Present: **Tom Wagener, Kyle Herman, Amber Willi**
 - d. Others Present: Jackie Pavelski, Scott Rogers, Kelly Austin, and Eric Keisler of Beaver Creek Reserve
3. Approval of the Minutes for the regular meeting on **January 15, 2020**.
 - a. Motion to approve the minutes as recorded by Council Member Gragert, seconded by Rakowiecki. All votes in favor, motion passed.

Business Agenda

4. Discuss and consider a motion regarding collaborating with Beaver Creek: providing free rides for their Earth Week Challenge and to provide free rides all day on Earth Day, April 22, 2020 (Tom Wagener)
 - a. Brief presentation by Eric Keisler with Beaver Creek Reserve
 - b. Motion to approve a motion collaborating with Beaver Creek, providing free rides for participants the Earth Week Challenge, and providing free rides to the public on Earth Day, April 22, 2020, by Commissioner Keisler, seconded by Commissioner Lorentz. All votes in favor, motion passed.

Discussion Agenda

5. Discussion of Transit Development Plan
 - a. Brief presentation by Transit Manager Wagener. Commission briefly reviewed the presentation from the Transit Development Plan Steering Committee Meeting #3 held on February 12, 2020, which can be found in the Transit Commission Packet from this meeting.
 - b. Input from the Commission and the public on the Transit Development Plan presentation
6. 2021-2025 Transit CIP Plan Input
 - a. Brief explanation by Transit Commissioner Wagener
 - b. Informal recommendations for 2025 CIP
 - i. Fully electric buses
 - ii. Bus stops/shelters
 - iii. Full service transit station on UWEC Campus

Staff Reports

7. Presentation of the Ridership and Revenue Reports.
 - a. Presented by Transit Manager Wagener

8. Presentation of the 2019 4th Quarter Complaint report (Tom Wagener)
9. Manager's Report – (Tom Wagener)
 - a. Presented by Transit Manager Wagener
 - i. Summary of Income Qualifying Fare usage.
 - ii. Transfer Center Project Update.
 - iii. Community Table Pass Program update
 - iv. WIPTA Update.
 - v. FTA required Public Transportation Agency Safety Plan Overview.
10. Adjournment. Motion to adjourn by Commissioner Keisler, seconded by Commissioner Lorentz. All votes in favor, meeting adjourned at 7:11PM.

PROPOSED CAPITAL IMPROVEMENT PLAN 2021-2025

Dale Peters, City Manager
Prepared by the Department of Finance
Jacob Winzenz, Director of Finance



CITY OF
**EAU
CLAIRE**

Eau Claire Phoenix Park Bridge,
Photo by Aaron Roths Photography
Cover Design: Kelly Shea, HR Specialist

Fund 408



Public Transit

City of Eau Claire, Wisconsin
Proposed Capital Improvement Plan
 2021 thru 2025

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Fund 408 - Public Transit								
Transit: Bus Stop Shelters	408-001	2	29,900	168,435	172,735			371,070
Transit: Electric Charging Infrastructure	408-002	2	750,000					750,000
Transit: Equipment updates	408-003	2	565,500					565,500
Transit: Surveillance System	408-004	1			48,100			48,100
Transit: Computer Replacement	408-005	3			12,200			12,200
Transit: UWEC Transit Hub	408-006	1				200,000	1,500,000	1,700,000
Transit: Bus Replacement - 35 Foot	408-007	2				1,360,000		1,360,000
Transit: Replacement Buses	408-008	2					2,200,000	2,200,000
Fund 408 - Public Transit Total			1,345,400	168,435	233,035	1,560,000	3,700,000	7,006,870
<i>G.O. Bonds - Tax Supported</i>			293,000	26,287	90,887	472,000	740,000	1,622,174
<i>Intergovernmental: Federal Aid</i>			452,400	142,148	142,148	1,088,000	2,960,000	4,784,696
<i>Intergovernmental: State Aid</i>			600,000					600,000
Fund 408 - Public Transit Total			1,345,400	168,435	233,035	1,560,000	3,700,000	7,006,870
Grand Total			1,345,400	168,435	233,035	1,560,000	3,700,000	7,006,870

Proposed Capital Improvement Plan

2021 *thru* 2025

City of Eau Claire, Wisconsin

Project # 408-001

Project Name Transit: Bus Stop Shelters

Strategic Goal 1

Department Fund 408 - Public Transit

Contact Tom Wagener

Type Asset - New

Useful Life 25 Years

Category Recurring

Description

Priority Medium

The City is applying for State grant funds to install accessibility pads at 277 locations and shelters at 29 locations across the community. State funding is being sought for the construction portion of the project and would provide 80 percent of the construction costs. The City would be responsible for the remaining 20 percent of the costs.

Seventh and Water St

Lake and Sixth

Lake and Fourth

Barstow and Earl

Oxford and Madison

Putnam and Wisconsin

Target

Farwell and Marston

Justification

There are 8 stop locations that currently are servicing more than 10 boarding's a day that have no access to shelter when waiting for the bus. In addition, there are another 25 locations that are servicing 5-10 boarding's a day at stops that have no amenities. Currently no stops have way-finding information for passengers.

This request supports the City's strategic goal and objective #1 and #4.

Project # 408-002

Project Name Transit: Electric Charging Infrastructure

Strategic Goal

Department Fund 408 - Public Transit

Contact Tom Wagener

Type Asset - New

Useful Life 20 Years

Category Non-recurring

Description

Priority Medium

Upgrading the Central Maintenance Facility to allow charging for two electric buses.

Justification

In order to help meet the 2050 carbon neutral goal, transit will need to convert its fleet from diesel, and hybrid diesel, to electric. Electric charging infrastructure will be necessary to accomplish this. It is anticipated that 80 percent of the cost will be covered by a Federal 5339 grant.

This request supports the City's strategic goal and objective #2.

Proposed Capital Improvement Plan

2021 *thru* 2025

City of Eau Claire, Wisconsin

Project # 408-003

Project Name Transit: Equipment updates

Strategic Goal

Department Fund 408 - Public Transit

Contact Tom Wagener

Type Infrastructure - Replacement

Useful Life 20 Years

Category Non-recurring

Description

Priority Medium

Upgrade the following Transit equipment at CMF. Remove and replace the two (2) bus repair hoists in build C. Purchase four (4) portable wheel lifts for use while the new bus repair hoists are being replaced. Replace Bus wash system in building E with new automated equipment and soft water system. Remove and replace the floor trench drains in building E where the buses are stored.

Justification

The maintenance of the transit fleet is critical to providing transportation to the citizen of Eau Claire. These changes will help ensure that the high standards of maintenance are preformed and that staff will have equipment that will allow them the safety required to do the maintenance. The current bus hoists and bus wash are past their life cycle.

This request supports the City's strategic goal and objective #2.

Project # 408-004

Project Name Transit: Surveillance System

Strategic Goal 3

Department Fund 408 - Public Transit

Contact Tom Wagener

Type Asset - Replacement

Useful Life 10 Years

Category Non-recurring

Description

Priority Low

Replacement of out dated surveillance systems on Fleet. There is currently no dedicated federal program to provide assistance in these purchases when they are not part of the bus build.

Justification

Five buses had surveillance systems installed in 2011, and three buses had surveillance systems installed in 2013 The average life of these systems is expected to be 8 years. This purchase will get all the fleet with an up-to-date surveillance system.

This request supports the City's strategic goal and objective #4.

Project # 408-005

Project Name Transit: Computer Replacement

Strategic Goal 3

Department Fund 408 - Public Transit

Contact Tom Wagener

Type Asset - Replacement

Useful Life < 5 Years

Category Non-recurring

Description

Priority High

Computer replacements for the Transit Manager and the Driver Supervisors.

Justification

Computers are replaced once the warranties on them expire. The computers in this request are scheduled to expire in 2023.

This request supports the City's strategic goal and objective #3.

Proposed Capital Improvement Plan

2021 *thru* 2025

City of Eau Claire, Wisconsin

Project # 408-006

Project Name Transit: UWEC Transit Hub

Strategic Goal

Department Fund 408 - Public Transit

Contact Tom Wagener

Type City Facility - New

Useful Life 20 Years

Category Non-recurring

Description

Priority Low

Design and construction of a transit hub on the UWEC campus that will facilitate the boarding of 2,000 passengers daily and that is services by fie transit buses.

Justification

UWEC represents 40 percent of transit ridership in Eau Claire. With the addition of a route to the Sonnentag Center, five buses now service the campus area with the current boarding location on Park Street in front of Centennial Hall. This project will improve service to the campus by constructing a transit hub that will allow students to get out of the elements as they wait for the arriving buses. The hub will have arrival times of routes, wayfinding and heating elements in an open shelter area. This project will require an agreement with UWEC and it is anticipated that UWEC will pay a portion of the costs as well as 80% covered by a Federal 5339 grant.

This request supports the City's strategic goal and objective #2 and #4.

Project # 408-007

Project Name Transit: Bus Replacement - 35 Foot

Strategic Goal 1

Department Fund 408 - Public Transit

Contact Tom Wagener

Type Asset - Replacement

Useful Life 10 Years

Category Non-recurring

Description

Priority Medium

Replacement of 2 35' Heavy Duty Transit Buses that were purchased in 2011 with 2 new 35' Hybrid-Electric buses. It is expected that we will receive an FTA grant to cover 80% of the cost of the vehicles. 35' Heavy duty buses have a useful life of 12 years.

2024 - (2) Buses (Hybrid-Electric)

Justification

This project supports the provision of equipment necessary to meet public transportation needs throughout the Transit service area.

This request supports the City's strategic goal and objective #1and #4.

Project # 408-008

Project Name Transit: Replacement Buses

Strategic Goal

Department Fund 408 - Public Transit

Contact Tom Wagener

Type Asset - Replacement

Useful Life 10 Years

Category Non-recurring

Description

Priority Medium

Replace two diesel transit buses with two fully electric buses.

Justification

In order to help meet the 2050 carbon neutral goal, transit will need to convert its fleet from diesel, and hybrid diesel, to electric. These replacement buses will b necessary to accomplish this and to maintain transit service in the community. It is anticipated that 80 percent of the cost will be covered by a Federal 5339 grant.

This request supports the City's strategic goal and objective #2 and #4.

MOTION

I move that the Transit 2021 - 2025 Capital Improvement Plan, presented as the document on file in the Office of the City Clerk and open to public inspection during normal business hours, is recommended for approval by the Transit Commission.

Motion made by: _____

Seconded by: _____

June 17, 2020



DRAFT

SRF Project No. 12801

June 12, 2020

Mr. Tom Wagener
Transit Manager
Eau Claire Transit
910 Forest Street
Eau Claire, WI 54703

Subject: Amendment to Professional Services Agreement for Eau Claire Transit Development Plan, Eau Claire, WI

Dear Mr. Wagener:

In the interest of developing a successful Transit Development Plan for the City of Eau Claire and its partner agencies, we propose extending the project timeline so that we may adequately engage stakeholders and provide assistance to Eau Claire Transit in the area of implementation. Since COVID-19 has impacted local transit and partner agency operations, we have been unable to complete several tasks identified in our scope of work. In this document, we outline a revised scope and schedule to ensure successful outcomes. Moreover, since our work on the Transit Development Plan has started, SRF has developed proficiency in analyzing transit data and methods of online engagement. These skills will be applied to the revised scope of work outlined in the following section.

Scope of Services

Completing Base Scope of Work for Transit Development Plan

To complete the initial draft of the Transit Development Plan, we propose using the remaining project to complete the following tasks:

- Deliver Draft Transit Development Plan Service Recommendations
- Revise Draft Based on Transit Manager Comments
- Facilitate one online work session with project Steering Committee
- Facilitate one online work session with Transit Agency Supervisors and Staff

We understand that priorities may have shifted, and we can use this time to revise or add to any project goals and objectives that have arisen since that deliverable was completed.

www.srfconsulting.com

1 Carlson Parkway North, Suite 150 | Minneapolis, MN 55447-4453 | 763.475.0010 Fax: 1.866.440.6364

An Equal Opportunity Employer

Additional Engagement and Implementation Assistance (Scope of Work for Optional Tasks)

As we understand the challenges and opportunities presented by restructuring a transit system and making major service changes, we offer the resources of our planning, marketing, and graphics design team to support the City of Eau Claire through the implementation phases of the TDP. The staff resources of transit systems are limited and it is our intent to stand by our work and offer assistance in delivering on recommendations. The SRF team will be available for these activities and would be proud to support the client in the implementation of project recommendations. The team provides all the skills needed for implementation, and our study results will be designed for fast and easy implementation.

The consultant team also understands that engaging the public and decisionmakers effectively will be critical to the success of the projects. To that end, we propose including the following tasks in our scope of work.

- Public Participation
 - o One round of in-person public outreach to be conducted over the course of two business days in Eau Claire, Wisconsin. Per our original proposal, this includes activities described as “Pop Up Meetings” and “Interviews and Small Group Discussions” – our outreach will take care to ensure participation with educational institutions and their partners. We will also engage individual Transit Commission and City Council Members as needed.
- Facilitate one (1) in-person or virtual workshop with the Transit Commission
- One (1) Presentation and/or Work Session with Eau Claire City Council
- Virtual engagement
 - o One “webinar” style presentation on draft recommendations and the TDP process held via Zoom meeting to encourage public participation.
 - o SRF will host a Wikimap online as a method of gathering public comment and geographic information
- Finalize Transit Development Plan Document.
- Twice-monthly project check-in meetings

We commit to regular communication with Eau Claire Transit management to modify this scope of work as needed to accommodate issues that may arise due to COVID-19 travel restrictions or shifting agency priorities.

Assumptions

All assumptions held in agreement 2019-19 apply to this amendment, with the modifications to scope, fee, and schedule outlined herein.

Schedule

We propose completed the “Base Scope of Work” by July 31, 2020.

This proposal assumes that non-essential travel restrictions will be lifted in October 2020, and that is when in-person outreach will take place with appropriate precautions. For this reason we propose extending the contract term to complete tasks related to “Additional Engagement and Implementation Assistance” to **December 31, 2020**.

Basis of Payment/Budget

We propose to be reimbursed for our services on an hourly basis for the actual time expended. Other direct project expenses such as printing, supplies, reproduction, etc., will be billed at cost and mileage will be billed at the current allowable IRS rate for business miles. Invoices are submitted on a monthly basis for work performed during the previous month. Payment is due within 30 days.

Based on our understanding of the project and our scope of services, we estimate the cost of the requested budget amendment to be \$16,000, which includes both time and expenses.

Changes in the Scope of Services

It is understood that if the scope or extent of work changes, the cost will be adjusted accordingly. Before any out-of-scope work is initiated, however, we will submit a budget request for the new work and will not begin work until we receive authorization from you.

Standard Terms and Conditions

The Terms and Conditions outlined in agreement 2019-19 apply to this contract amendment.

Acceptance/Notice to Proceed

A signed copy of this proposal, mailed or emailed to our office, will serve as acceptance of this proposal and our notice to proceed. The email address is jkapper@srfconsulting.com.

We sincerely appreciate your consideration of this proposal and look forward to working with you on this project. Please feel free to contact us if you have any questions or need additional information.

Sincerely,

SRF CONSULTING GROUP, INC.

Joseph Kapper
Senior Associate

Mona Elabbady
Division Lead, Transit Planning and Design

Jmbk/me

Approved (Eau Claire Transit)

(signature)

Name _____

Title _____

Date _____

This cost proposal is valid for a period of 90 days. SRF reserves the right to adjust its cost estimate after 90 days from the date of this proposal.



EAU CLAIRE TRANSIT

910 Forest Street
Eau Claire, WI 54703
(715) 839-5111
(715) 839-1693 FAX

TO: Vicki Seltun; Jeff Pippenger

FROM: Tom Wagener

DATE: 4/29/20

SUBJECT: **Update-Summary of COVID-19 related actions**

3.6.20

Coronavirus Communication Plan distributed to all employees via e-mail.
Posted in the Driver's Room.

3.10.20

"Stop the Spread of Germs" and "COVID-19 Community infographic"
posted in Driver's Room, at the Transfer Center, on all buses and on Facebook.

3.12.20

- Stopped Issuing Transfers – (these paper items previously would come directly from the passenger to the driver)
- All buses that were placed in Revenue service are thoroughly disinfected at the end of the day.

3.17.20

Relaxed Leave Policies distributed to all city employees via e-mail. Posted in the Driver's Room.

3.20.20

- Fares waived on all buses.
- Majority of Passengers required to entire through the rear door.
- Buses restocked with gloves for driver use when boarding passengers who need assistance.
- Transit Manager begins spending daily office hours at the Transfer Center at random times to be available to operators and receive their feedback directly regarding changes in place because of COVID-19 pandemic.
- Some Drivers request masks

3.23.20

Disposable masks provided to the drivers. Search for reusable ones

started.

3.24.20

Central Maintenance Facility Closed to the Public and restricted access enforced.

3.30.20

Draft FFCRA Policy distributed to all employees via e-mail. Posted in the Driver's room.

3.31.20

Capacity limitations placed on all buses and seats marked to ensure passengers are maintaining 6 feet separation to the extent possible.

4.1.20

Updates to Travel and Relaxed Leaves Policies During COVID-19 Outbreak distributed to all employees via e-mail. Posted in the Driver's Room.

4.6.20

Additional Paid Leave Option Related to COVID-19 (Donated Sick Leave) distributed to all employees via e-mail. Posted in the Driver's Room.

4.7.20

Routes 9 and 19 were discontinued due to lack of demand.

4.9.20

Driver concerns about symptomatic passengers and those repeatedly using the fixed routes for no apparent essential need are being researched in order to implement best practices.

4.13.20

- The buses on routes 1 and 6 will be disinfected twice each week day as they are the most utilized routes in the system with over 100 passengers per day. The 4 routes with the next highest ridership will be disinfected 1 time each day. All buses continue to be disinfected after each day's use.
- Reusable masks provided to all the drivers.

4.14.20

Reusable masks provided for passengers on all bus routes. Supply replenished as received.

4.15.20

- Updated Transit User Expectations posted at the Transfer center and on all the buses.
- Driver's request "ear savers" for wearing masks.

4.17.20

"Ear savers" for wearing masks distributed to all drivers.

4.21.20

Policy Update to the City's FFCRA policy distributed to all employees via e-mail. Posted in the Driver's Room.

4.29.20

Weekly meetings with union official concerning COVID-19 actions begin.

6.8.20

Order placed for Driver protection barriers to be installed on all buses.

Continuous

All City Employee e-mails and attachments posted in Driver's Room.

Eau Claire Transit Commission
Monthly Ridership Report
May 2020

	Monthly			YTD Ridership		
	2019	2020	% Change	2019	2020	% Change
Full Cash Fare	3,433	0	-100.00%	16,643	8,253	-50.41%
Full Fare Tickets*	3,261	0	-100.00%	13,898	7,555	-45.64%
\$1.50 Cash Fare	37	0	-100.00%	272	411	51.10%
Student Cash Fare	874	0	-100.00%	3,490	1,358	-61.09%
Student Fare Tickets	256	0	-100.00%	507	117	-76.92%
1/2 Cash Fare	1,558	0	-100.00%	7,132	3,030	-57.52%
Reduced Fare Tickets	855	0	-100.00%	3,121	1,519	-51.33%
Monthly Pass	10,773	0	-100.00%	52,394	20,454	-60.96%
\$45 Pass	542	0	-100.00%	1,173	1,566	33.50%
Half Fare Pass	13,902	0	-100.00%	61,493	30,282	-50.76%
CVTC Pass	734	0	-100.00%	3,694	1,104	-70.11%
Day Pass	2,799	0	-100.00%	14,993	6,094	-59.35%
MAX Pass	2,879	0	-100.00%	11,078	7,949	-28.25%
Non-UWEC Ridership	41,903	0	-100.00%	189,888	89,692	-52.77%
UWEC	38,626	0	-100.00%	223,118	78,299	-64.91%
Total	80,529	0	-100.00%	414,565	167,991	-59.48%
Community Table	240	0	-100.00%	856	789	-7.83%
Paratransit	2,942		-100.00%	14,270	7,435	-47.90%
Free	547	19,046	3381.90%	3,958	45,381	1046.56%
Pool	0	0	#DIV/0!	0	0	
Library	0	0	#DIV/0!	0	0	
Transfer	4,375	0	-100.00%	19,897	9,593	-51.79%
Total	88,633	19,046	-78.51%	453,546	231,189	-49.03%
Evening Ridership	4,077	1,057	-74.07%	19,022	10,006	-47.40%
Saturday Ridership	4,595	2,683	-41.61%	22,634	16,696	-26.23%
Miles of Service-Day	51,741	48,488	-6.29%	255,026	244,641	-4.07%
Passenger / Mile-Day	1.63	0.37	-77.30%	1.70	0.90	-46.94%
Hours of Service-Day	3,676	3,323	-9.59%	17,998	17,439	-3.10%
Passenger / Hour-Day	23.00	5.41	-76.47%	24.14	12.68	-47.47%
Miles of Service-Eve.	8,844	8,844	0.00%	42,040	35,615	-15.28%
Passenger / Mile-Eve.	0.46	0.12	-74.07%	0.45	0.28	-37.91%
Hours of Service-Eve.	606	606	0.00%	2,889	2,801	-3.04%
Passenger / Hour-Eve.	6.73	1.74	-74.07%	6.59	3.57	-45.75%
Saturday	4	5	25.00%	21	22	4.76%
Weekday School	22	0	-100.00%	72	49	-31.94%
Weekday Non-school	1	21	2000.00%	37	59	59.46%

Eau Claire Transit System

Operating Revenues

Report Date: April 30, 2020

% of Year Expired: 33.3%

	Prior Year		Current Year		% of Budget
	2019 Budget	2019 Y-T-D	2020 Budget	2020 Y-T-D	
Full Fare Cash	\$ 75,500	\$ 23,090	\$ 70,000	\$ 14,646	20.9%
Full Fare Pass	\$ 165,000	\$ 63,050	\$ 170,000	\$ 45,280	26.6%
Full Fare Tickets	\$ 32,000	\$ 19,008	\$ 50,000	\$ 12,844	25.7%
Tokens Redeemed	\$ -	\$ -	\$ -	\$ -	
Day Pass	\$ 38,900	\$ 9,604	\$ 27,000	\$ 5,475	20.3%
Total Full Adult Fares	<u>\$ 311,400</u>	<u>\$ 114,751</u>	<u>\$ 317,000</u>	<u>\$ 78,245</u>	24.7%
Income-Qualifying Cash	\$ 1,900	\$ 348	\$ 1,000	\$ 624	62.4%
Income-Qualifying Pass	\$ 5,400	\$ 3,375	\$ 8,000	\$ 2,340	29.3%
Total I-Q Fares:	<u>\$ 7,300</u>	<u>\$ 3,723</u>	<u>\$ 9,000</u>	<u>\$ 2,964</u>	32.9%
Reduced Fare Cash	\$ 21,100	\$ 4,758	\$ 15,000	\$ 2,621	17.5%
Reduced Fare Pass	\$ 82,500	\$ 33,209	\$ 90,000	\$ 26,552	29.5%
Reduced Fare Tickets	\$ 7,700	\$ 4,387	\$ 10,000	\$ 2,165	21.7%
Total Reduced Fares	<u>\$ 111,300</u>	<u>\$ 42,354</u>	<u>\$ 115,000</u>	<u>\$ 31,338</u>	27.3%
Student Fare Cash	\$ 7,800	\$ 3,264	\$ 11,000	\$ 1,704	15.5%
Student Fare Tickets	\$ 1,900	\$ 610	\$ 2,200	\$ 288	13.1%
Student MAX Pass	\$ 27,900	\$ 14,785	\$ 40,000	\$ 7,700	19.3%
CVTC Student Pass	\$ 7,500	\$ -	\$ 7,500	\$ -	0.0%
UW - Eau Claire	\$ 400,000	\$ 263,000	\$ 400,000	\$ 266,000	66.5%
Pool/Library	\$ 8,000	\$ -	\$ 8,500	\$ -	0.0%
Total Student Fares	<u>\$ 453,100</u>	<u>\$ 281,659</u>	<u>\$ 469,200</u>	<u>\$ 275,691</u>	58.8%
Paratransit Co-Pay	\$ 162,000	\$ 33,376	\$ 101,500	\$ 22,918	22.6%
Agency Fare	\$ 155,000	\$ 69,170	\$ 209,000	\$ 40,670	19.5%
Local Reimbursement	\$ 1,500	\$ 180	\$ 1,100	\$ 83	7.6%
State PT Assistance	\$ 60,000	\$ -	\$ 61,500	\$ 68,547	111.5%
Total Paratransit	<u>\$ 378,500</u>	<u>\$ 102,726</u>	<u>\$ 373,100</u>	<u>\$ 132,218</u>	35.4%
Federal Assistance	\$ 1,804,700	\$ -	\$ 1,813,000	\$ -	0.0%
State Assistance	\$ 1,449,600	\$ -	\$ 1,487,000	\$ -	0.0%
EC County Assistance	\$ 143,400	\$ 26,140	\$ 132,700	\$ 39,153	29.5%
Altoona Assistance	\$ 70,800	\$ -	\$ 70,300	\$ -	0.0%
Total Assistance	<u>\$ 3,468,500</u>	<u>\$ 26,140</u>	<u>\$ 3,503,000</u>	<u>\$ 39,153</u>	1.1%
Advertising	\$ 52,000	\$ 25,128	\$ 71,400	\$ 10,323	14.5%
Vending Commission	\$ -	\$ 1,038	\$ 4,000	\$ 887	
Gifts & Donations	\$ -	\$ -	\$ -	\$ -	
Other Penalties	\$ -	\$ -	\$ -	\$ 36	
Miscellaneous	\$ 1,000	\$ 282	\$ 600	\$ 490	81.6%
General Fund - Operation:	\$ 1,133,800	\$ 384,268	\$ 1,182,100	\$ -	0.0%
Sale of Capital Assets	\$ -	\$ -	\$ -	\$ 974	
Fund Balance Applied	\$ -	\$ -	\$ 17,500	\$ -	
Fund Balance Used for CI	\$ -	\$ -	\$ -	\$ -	
Total Other	<u>\$ 1,186,800</u>	<u>\$ 410,715</u>	<u>\$ 1,275,600</u>	<u>\$ 12,710</u>	1.0%
TOTAL REVENUES	<u>\$ 5,916,900</u>	<u>\$ 982,068</u>	<u>\$ 6,061,900</u>	<u>\$ 572,318</u>	9.4%

Eau Claire Transit System

Operating Expenses

Report Date: April 30, 2020

% of Year Expired: 33.3%

	Prior Year		Current Year		
	2019 Budget	2019 Y-T-D	2020 Budget	2020 Y-T-D	% of Budget
Admin Wages	\$ 300,500	\$ 72,033	\$ 313,400	\$ 91,830	29.3%
Admin OT Wages	\$ 12,000	\$ (429)	\$ 12,000	\$ 153	1.3%
Admin Benefits	\$ 211,239	\$ 54,578	\$ 262,836	\$ 69,317	26.4%
Operator Wages	\$ 1,414,400	\$ 382,535	\$ 1,384,000	\$ 308,841	22.3%
Operator OT Wages	\$ 23,000	\$ 32,717	\$ 23,000	\$ 73,994	321.7%
Operator Benefits	\$ 687,355	\$ 207,724	\$ 721,836	\$ 155,192	21.5%
Shop Wages	\$ 266,900	\$ 72,568	\$ 278,600	\$ 78,375	28.1%
Shop OT Wages	\$ 23,800	\$ 20,896	\$ 23,800	\$ 11,320	47.6%
Shop Benefits	\$ 124,206	\$ 42,336	\$ 164,427	\$ 42,639	25.9%
Total Payroll	<u>\$ 3,063,400</u>	<u>\$ 884,958</u>	<u>\$ 3,183,900</u>	<u>\$ 831,660</u>	26.1%
Printing & Binding	\$ 15,300	\$ 3,119	\$ 7,500	\$ 2,072	27.6%
Advertising & Marketing	\$ 30,000	\$ 3,708	\$ 28,000	\$ 9,925	35.4%
Custodial	\$ 17,900	\$ 6,330	\$ 17,900	\$ 6,330	35.4%
Security	\$ 33,200	\$ 10,063	\$ 33,200	\$ 9,939	29.9%
Utilities	\$ 12,200	\$ 4,145	\$ 8,800	\$ 2,346	26.7%
Ins & Admin Charges	\$ 177,000	\$ 61,428	\$ 167,800	\$ 65,380	39.0%
Misc. Services	\$ 377,300	\$ 110,212	\$ 323,600	\$ 115,839	35.8%
Total Services	<u>\$ 662,900</u>	<u>\$ 199,005</u>	<u>\$ 586,800</u>	<u>\$ 211,831</u>	36.1%
Office Supplies	\$ 4,400	\$ 574	\$ 3,300	\$ 881	26.7%
Uniforms & Clothing	\$ 12,200	\$ 1,243	\$ 11,700	\$ 299	2.6%
Gas	\$ 2,700	\$ 296	\$ 1,500	\$ 228	15.2%
Diesel Fuel	\$ 419,400	\$ 93,290	\$ 381,500	\$ 68,191	17.9%
Motor Oil	\$ 20,500	\$ 5,898	\$ 17,000	\$ 4,632	27.2%
Tires	\$ 38,300	\$ 13,004	\$ 55,000	\$ 4,305	7.8%
Supplies	\$ 274,800	\$ 127,023	\$ 310,900	\$ 140,913	45.3%
Tool/Shop	\$ 7,500	\$ 4,832	\$ 9,100	\$ 10,061	110.6%
Equip Purchase	\$ -	\$ -	\$ 2,500		
Misc. Materials/Supplies	\$ 4,900	\$ 1,425	\$ 2,100	\$ 2,764	131.6%
Total Materials/Supplies	<u>\$ 784,700</u>	<u>\$ 247,585</u>	<u>\$ 794,600</u>	<u>\$ 232,273</u>	29.2%
Purchased Transp.	\$ 1,314,200	\$ 358,137	\$ 1,314,200	\$ 257,249	19.6%
Paratransit Cer	\$ 68,000	\$ 17,983	\$ 72,000	\$ 16,736	23.2%
Total Paratransit	<u>\$ 1,382,200</u>	<u>\$ 376,120</u>	<u>\$ 1,386,200</u>	<u>\$ 273,985</u>	19.8%
Unfund Pen	\$ 37,900	\$ 12,633	\$ 37,900	\$ 12,633	33.3%
Loss on Disp of Equip	\$ -	\$ -			
Capital Purchases	\$ -	\$ -			
Depreciation	\$ -	\$ -			
Other Charges/Adj	\$ -	\$ -			
Total Other	<u>\$ 37,900</u>	<u>\$ 12,633</u>	<u>\$ 37,900</u>	<u>\$ 12,633</u>	33.3%
TOTAL EXPENSES	<u>\$ 5,931,100</u>	<u>\$ 1,720,302</u>	<u>\$ 5,989,400</u>	<u>\$ 1,562,383</u>	26.1%