



Transit Commission
Agenda

March 15, 2023

PLEASE TAKE NOTICE that the Eau Claire Transit Commission will meet Wednesday, March 15, 2023 at 6:00 P.M. in the North Conference Room at the City Hall, 203 S. Farwell Street, Eau Claire, Wisconsin. The purpose of this meeting will be to discuss the items on the agenda below:

1. **Call to Order**
2. **Roll Call**
3. **Reading and approval of minutes of the past meeting on February 15, 2023**
4. **Open Public Comment Period for Items that do not appear on this Agenda noted as Public Hearings or Items for Public Discussion**
5. **Public Hearings and Discussions**
 - a. **Request for new Transit Commissioner added to the Advisory Committee Meeting, meeting next week.**
6. **Other Business Agenda items**
 - a. **ATU Letter regarding Free Rides April 4, 2023 for Election Day**
 - b. **CVTA Letter regarding Free Rides April 22, 2023 for Earth Day**
7. **Discussion and Direction**
 - a. **Ridership and Revenue Reports**
 - b. **Manager's Report**
 - i. Transit Staffing
 - ii. Bus Operator annual Training
 - iii. Transfer Center Update
 - iv. New Bus Technology
 - v. City of Eau Claire Income Qualifying pass funding
8. **Adjournment**

Bob Schraufnagel, Chairperson
c: News Media



Transit Commission
Agenda

February 15, 2023

PLEASE TAKE NOTICE that the Eau Claire Transit Commission will meet Wednesday, February 15, 2023 at 6:00 P.M. in the North Conference Room at the City Hall, 203 S. Farwell Street, Eau Claire, Wisconsin. The purpose of this meeting will be to discuss the items on the agenda below:

1. **Call to Order: 18:01**

2. **Roll Call**
 - a. **Present: Commissioner Chair Schraufnagel, Commissioners Swanhorst, Eaton, Fowler, Gragert, Greenwell.**
 - b. **Absent: Commissioners Anderson, McGuine, Austin (Withdrawn from Commission as of February 2023)**
 - c. **Also Present: Transit Manager Tina Deetz, Transit Admin Associate Laurie Mittlestadt**
 - d. **Public Present: Ron Scott**

3. **Reading and approval of minutes of the past meeting on January 18, 2023**
 - a. **Commissioner Swanhorst moved to approve amended January minutes, Eaton seconded. Amended minutes approved**

4. **Open Public Comment Period for Items that do not appear on this Agenda noted as Public Hearings or Items for Public Discussion**
 - a. **No items brought forth**

5. **Public Hearings and Discussions**
 - a. **Update on Transfer Center Project**
 - a 1. **Transit Manager Deetz gave brief update**
 - b. **Update on UWEC service increases, additional Saturday route (Will publish if no additional Public Discussion)**
 - b 1. **UWEC Routes now published and available ecbus.org and the Transloc App**

6. **Other Business Agenda items**
 - a. **Update on Transit Technology Implementation / Transloc, bus tracking and Masabi, fare collection**
 - b. **The ATU would like to pay for free rides to the Spring Election on April 4th, will be on the City Council agenda February 28th, 2023**
 - b 1. **Will work with election office to add to website, run buses with headsigns stating free rides, will provide the ATU with average farebox dollar amount from March for payment of the Spring Election free ride day, will promote through any social media available.**
 - c. **CVTA would like to pay for free rides on Earth Day, April 22nd 2023, will be on the City Council agenda February 28, 2023**

7. **Discussion and Direction**
 - a. **Ridership and Revenue Reports**
 - a 1. **Commissioners requesting IQ reports from previous year, same month for comparison moving forward.**



b. Manager's Report

- i. Transit Staffing – **Transit Manager Deetz reports 2 FT drivers short plus a few part time, will be doing a recruitment for Part Time Drivers starting 2/17/23**
- ii. Review Transit Equity Day 2023 – **Transit Manager Deetz reports Transit Equity Day was well received by all.**
- iii. 2023 Workplan – **No action**
- iv. Introduction, Laurie Mittlestadt: Transit Administrative Associate – **Welcome Laurie!**

8. Adjournment

- a. **Commissioner Swanhorst moved to adjourn, commissioner Fowler seconded. Meeting adjourned 19:08**

Bob Schraufnagel, Chairperson

c: News Media



Amalgamated Transit Union

Local 1310

To: Tina Deetz

Transit Manager

On behalf of the Amalgamated Transit Union local 1310, I would like to confirm our intention to sponsor all bus fares on Tuesday April 4th 2023. We are aware that the total amount is undetermined at this time, and that we will be notified the exact amount closer to the specified date.

Thank You,

Nathan Nispel

President

ATU 1310

nispel@atulocal1310.org

Tina Deetz

From: Mark Quam <mark.quam@outlook.com>
Sent: Thursday, February 23, 2023 12:51 AM
To: Tina Deetz
Cc: Mark Quam
Subject: [EXTERNAL] Chippewa Valley Transit Alliance-Earth Day 2023 Donation Letter
Attachments: CVTA Earth Day Letter 2023.pdf

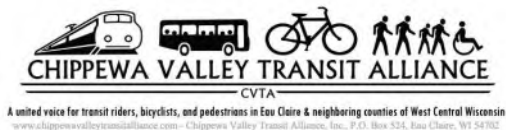
Hello Tina,

This is Mark Quam with the Chippewa Valley Transit Alliance (CVTA). I received a forwarded copy of your email that was addressed to CVTA on Wednesday, February 22nd. I wanted to follow-up with you regarding the Chippewa Valley Transit Alliance's interest in making a donation to cover the cost of free bus rides for Earth Day 2023.

I have attached a letter on behalf of CVTA which you may forward to the Eau Claire City Council for their review. The letter outlines details about the donation and the opportunity for Eau Claire Transit to offer free bus rides on Saturday, April 22nd, 2023 which is World Earth Day. If you have any questions or need to contact me, please see my contact information listed below. I look forward to hearing back from you Tina.

Sincerely,

Mark Quam
Chairman
Chippewa Valley Transit Alliance, Inc.



Mark Quam
Primary Email
mrquam@charter.net
715-579-0602 cell

Eau Claire Transit Commission
 Monthly Ridership Report
 February 2023

	Monthly			YTD Ridership		
	2022	2023	% Change	2022	2022	% Change
Full Cash Fare	1390	1563	12.45%	3121	3462	10.93%
Full Fare Tickets	1183	1464	23.75%	2454	2782	13.37%
Income-Qualifying Fare	133	199	49.62%	184	349	89.67%
Student Cash Fare	176	284	61.36%	397	590	48.61%
Student Fare Tickets	0	57	#DIV/0!	21	78	271.43%
1/2 Cash Fare	765	998	30.46%	1392	1940	39.37%
Reduced Fare Tickets	219	335	52.97%	435	646	48.51%
Monthly Pass	2509	5642	124.87%	5726	10141	77.10%
Income-Qualifying Pass	1976	3606	82.49%	2134	5578	161.39%
Half Fare Pass	6178	6299	1.96%	12467	12867	3.21%
CVTC Pass	187	437	133.69%	327	675	106.42%
Day Pass	801	527	-34.21%	2032	1176	-42.13%
MAX Pass	1272	1496	17.61%	1689	2783	64.77%
Non-UWEC Ridership	16789	22907	36.44%	32379	43067	33.01%
UWEC	38272	38969	1.82%	21990	44770	103.59%
Total	55061	61876	12.38%	54369	87837	61.56%
Community Table	200	66	-67.00%	345	150	-56.52%
Paratransit	1588		-100.00%	2551	1914	-24.97%
Free	3004	1	-99.97%	4125	1	-99.98%
Pool	0	0	#DIV/0!	0	0	#DIV/0!
Transfer	2927	3033	3.62%	4794	6290	31.21%
Library	0	0	#DIV/0!	0	0	#DIV/0!
Total	62780	64976	3.50%	66184	96192	45.34%
Evening Ridership	1133	332	-70.70%	2709	621	-77.08%
Saturday Ridership	2301	3260	41.68%	4179	5919	41.64%
Miles of Service-Day	50434.8	51238	1.59%	95816	95934	0.12%
Passenger / Mile-Day	1.22	1.26164175	3.22%	0.66	0.996216149	50.38%
Hours of Service-Day	3541	3637	2.70%	6836	6714	-1.78%
Passenger / Hour-Day	17.41	17.77398955	2.10%	9.29	14.23458445	53.30%
Miles of Service-Eve.	8312	9520	14.53%	14710	18046	22.68%
Passenger / Mile-Eve.	0.14	0.03487395	-74.42%	0.18	0.034412058	-81.31%
Hours of Service-Eve.	580	668	15.17%	1023	1264.4	23.57%
Passenger / Hour-Eve.	1.95	0.497005988	-74.56%	2.65	0.491142044	-81.45%
Saturday	4	4	0.00%	9	8	-11.11%
Weekday School	18	15	-16.67%	39	32	-17.95%
Weekday Non-school	2	5	150.00%	2	10	400.00%

Eau Claire Transit System

Operating Revenues

Report Date: January 31, 2023

% of Year Expired: 8.3%

	Prior Year		Current Year		% of Budget
	2022 Budget	2022 Y-T-D	2023 Budget	2023 Y-T-D	
Full Fare Cash	\$ 45,000	\$ 2,156	\$ 34,000	\$ 3,549	10.4%
Full Fare Pass	\$ 70,000	\$ 19,400	\$ 76,000	\$ 17,750	23.4%
Full Fare Tickets	\$ 35,000	\$ 2,272	\$ 30,000	\$ 1,760	5.9%
Day Pass	\$ 15,000	\$ 971	\$ 11,000	\$ 799	7.3%
Total Full Adult Fares	\$ 165,000	\$ 24,799	\$ 151,000	\$ 23,858	15.8%
Income-Qualifying Cash	\$ 500	\$ 130	\$ 2,000	\$ 136	6.8%
Income-Qualifying Pass	\$ 5,500	\$ 700	\$ 12,000	\$ 1,250	10.4%
Total I-Q Fares:	\$ 6,000	\$ 830	\$ 14,000	\$ 1,386	9.9%
Reduced Fare Cash	\$ 10,000	\$ 603	\$ 8,800	\$ 889	10.1%
Reduced Fare Pass	\$ 65,000	\$ 6,750	\$ 60,000	\$ 4,950	8.3%
Reduced Fare Tickets	\$ 6,000	\$ 1,320	\$ 6,000	\$ 380	6.3%
Total Reduced Fares	\$ 81,000	\$ 8,673	\$ 74,800	\$ 6,219	8.3%
Student Fare Cash	\$ 5,000	\$ 246	\$ 5,000	\$ 405	8.1%
Student Fare Tickets	\$ 500	\$ 13	\$ 800	\$ 138	17.2%
Student MAX Pass	\$ 15,000	\$ 5,150	\$ 17,500	\$ 2,550	14.6%
CVTC Student Pass	\$ 1,500	\$ -	\$ 1,500	\$ -	0.0%
UW - Eau Claire	\$ 404,000	\$ -	\$ 412,000	\$ 137,000	33.3%
Pool/Library	\$ 7,000	\$ -	\$ 7,000	\$ -	0.0%
Total Student Fares	\$ 433,000	\$ 5,409	\$ 443,800	\$ 140,093	31.6%
Paratransit Co-Pay	\$ 88,200	\$ 4,834	\$ 92,300	\$ -	0.0%
Agency Fare	\$ 159,600	\$ 8,237	\$ 134,900	\$ -	0.0%
Local Reimbursement	\$ 300	\$ -	\$ 300	\$ -	0.0%
State PT Assistance	\$ 77,000	\$ -	\$ 65,000	\$ -	0.0%
Total Paratransit	\$ 325,100	\$ 13,070	\$ 292,500	\$ -	0.0%
Federal Assistance	\$ 2,475,200	\$ -	\$ 2,200,000	\$ -	0.0%
State Assistance	\$ 1,300,000	\$ -	\$ 1,250,000	\$ -	0.0%
EC County Assistance	\$ 118,100	\$ -	\$ 118,600	\$ -	0.0%
Altoona Assistance	\$ 71,400	\$ -	\$ 115,000	\$ -	0.0%
Total Assistance	\$ 3,964,700	\$ -	\$ 3,683,600	\$ -	0.0%
Advertising	\$ 40,000	\$ 5,025	\$ 42,000	\$ 4,475	10.7%
Vending Commission	\$ 4,000	\$ -	\$ -	\$ -	#DIV/0!
Gifts & Donations	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Penalties	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Miscellaneous	\$ 600	\$ 214	\$ 1,000	\$ 298	29.8%
General Fund - Operations	\$ 1,038,100	\$ -	\$ 1,160,200	\$ -	0.0%
Sale of Capital Assets	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Fund Balance Applied	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Fund Balance Used for Clf	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total Other	\$ 1,082,700	\$ 5,239	\$ 1,203,200	\$ 4,773	0.4%
TOTAL REVENUES	\$ 6,057,500	\$ 58,019	\$ 5,862,900	\$ 176,328	3.0%

Eau Claire Transit System

Operating Expenses

Report Date: January 31, 2023

% of Year Expired: 8.3%

	Prior Year		Current Year		
	2022 Budget	2022 Y-T-D	2023 Budget	2023 Y-T-D	% of Budget
Admin Wages	\$ 335,700	\$ 12,143	\$ 332,500	\$ 12,851	3.9%
Admin OT Wages	\$ 12,000	\$ 1,404	\$ 12,000	\$ 542	4.5%
Admin Benefits	\$ 215,174	\$ 12,856	\$ 214,600	\$ 4,869	2.3%
Operator Wages	\$ 1,392,900	\$ 48,720	\$ 1,285,300	\$ 50,503	3.9%
Operator OT Wages	\$ 23,000	\$ 4,302	\$ 23,000	\$ 6,537	28.4%
Operator Benefits	\$ 743,145	\$ 26,253	\$ 724,100	\$ 26,361	3.6%
Shop Wages	\$ 215,600	\$ 10,924	\$ 278,100	\$ 14,009	5.0%
Shop OT Wages	\$ 23,800	\$ 1,882	\$ 23,800	\$ 3,121	13.1%
Shop Benefits	\$ 164,581	\$ 5,335	\$ 158,000	\$ 5,719	3.6%
Total Payroll	\$ 3,125,900	\$ 123,820	\$ 3,051,400	\$ 124,512	4.1%
Printing & Binding	\$ 10,700	\$ 93	\$ 10,700	\$ 90	0.8%
Advertising & Marketing	\$ 30,000	\$ 381	\$ 32,400	\$ 221	0.7%
Custodial	\$ 22,600	\$ -	\$ 24,500	\$ -	0.0%
Security	\$ 41,100	\$ -	\$ 46,800	\$ -	0.0%
Utilities	\$ 20,000	\$ 901	\$ 12,500	\$ 182	1.5%
Ins & Admin Charges	\$ 189,800	\$ 15,936	\$ 195,900	\$ -	0.0%
Misc. Services	\$ 458,800	\$ 23,269	\$ 431,500	\$ 15,415	3.6%
Total Services	\$ 773,000	\$ 40,581	\$ 754,300	\$ 15,908	2.1%
Office Supplies	\$ 1,900	\$ 110	\$ 4,300	\$ 199	4.6%
Uniforms & Clothing	\$ 13,800	\$ -	\$ 18,400	\$ 382	2.1%
Gas	\$ 1,000	\$ -	\$ 1,000	\$ -	0.0%
Diesel Fuel	\$ 381,500	\$ -	\$ 450,000	\$ -	0.0%
Motor Oil	\$ 17,400	\$ 1,064	\$ 17,400	\$ -	0.0%
Tires	\$ 52,600	\$ -	\$ 52,600	\$ -	0.0%
Supplies	\$ 300,400	\$ 15,543	\$ 201,100	\$ 5,774	2.9%
Tool/Shop	\$ 3,200	\$ 810	\$ 16,700	\$ 859	5.1%
Equip Purchase	\$ -	\$ -	\$ -	\$ -	
Misc. Materials/Supplies	\$ 6,500	\$ 1,058	\$ 6,500	\$ -	0.0%
Total Materials/Supplies	\$ 778,300	\$ 18,585	\$ 768,000	\$ 7,214	0.9%
Purchased Transp.	\$ 919,800	\$ 49,855	\$ 900,100	\$ -	0.0%
Paratransit Cer	\$ 80,000	\$ -	\$ 88,200	\$ -	0.0%
Total Paratransit	\$ 999,800	\$ 49,855	\$ 988,300	\$ -	0.0%
Unfund Pen	\$ 38,400	\$ 3,200	\$ 38,500	\$ -	0.0%
Loss on Disp of Equip	\$ -	\$ -	\$ -	\$ -	
Capital Purchases	\$ -	\$ -	\$ -	\$ -	
Depereciation	\$ -	\$ -	\$ -	\$ -	
Other Charges/Adj	\$ -	\$ -	\$ -	\$ -	
Total Other	\$ 38,400	\$ 3,200	\$ 38,500	\$ -	0.0%
TOTAL EXPENSES	\$ 5,715,400	\$ 236,041	\$ 5,600,500	\$ 147,633	2.6%

2023 Income-Qualifying Fare Progress Report

	Permits Issued	\$0.85 Trips	Passes Sold	Pass Trips
January	13	162	32	2197
February	11	186	28	3420
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				
Total:	24	348	60	5617

2022 Income-Qualifying Fare Progress Report

	Permits Issued	\$0.85 Trips	Passes Sold	Pass Trips
January	1	146	20	1731
February	14	133	20	1976
March	16	945	39	2679
April	8	226	23	2182
May	4	274	26	2490
June	23	293	23	2268
July	14	228	32	2214
August	9	223	41	2356
September	10	168	24	2114
October	10	276	43	1919
November	10	100	44	1727
December	8	170	25	2957
Total:	127	3182	360	26613

Manager's Report March 15, 2023

Transit Staffing

Interviews 3/10/23 for Part Time Bus Operators / 2 FT and 5 PT Bus Operators needed

Bus Operator Annual Training

To be held Wednesday March 22nd

- ADA Compliance
- Drug and Alcohol Training
- Safety Training
- Update on Bus technology and Transit Center

Transfer Center Update

- Development Agreement City Council Approval 2/28/23
- Final Execution upon FTA approval (pending)
- Overall Completion 73%
- Updated Pictures

New Technolog

Masabi: Soft Launch this week! Emails sent to some Transit Commissioners to download Eau Claire Transit app for testing

Transloc: No changes, still working on corrections

City of Eau Claire

Talks of figuring out a way to sell half fare vouchers instead of agencies purchasing full fare vouchers to help make City Funding last longer. The team will be taking to the City Council for approval.





A GUIDE TO THE EAU CLAIRE TRANSIT APP



Eau Claire Transit app is the mobile ticketing application for public transit services in Eau Claire, enabling you to purchase and display tickets on your smartphone anytime, anywhere.



You can download the free app from the App Store or Google Play and purchase tickets to use on the day of travel, or store them in the secure mobile wallet for future use.

Here's how to use the Eau Claire Transit app to buy tickets and passes



Step 1

Download the Eau Claire Transit app from the App Store (for Apple iPhone users) or Google Play (for Android). Once the app has downloaded, open it up.



Step 2

Select 'Buy Tickets' to purchase a ticket or 'Ticket Wallet' if you have already bought a ticket and want to use it.



Step 3

Select the type of ticket or pass you require and accept the terms and conditions.



Step 4

Choose your preferred payment method. Credit or debit card information can be stored in the app to make the repurchase faster. Payments by Apple Pay are also possible.



Step 5

Once purchase is complete, tickets and passes can be found in the 'Ticket Wallet'.



Step 6

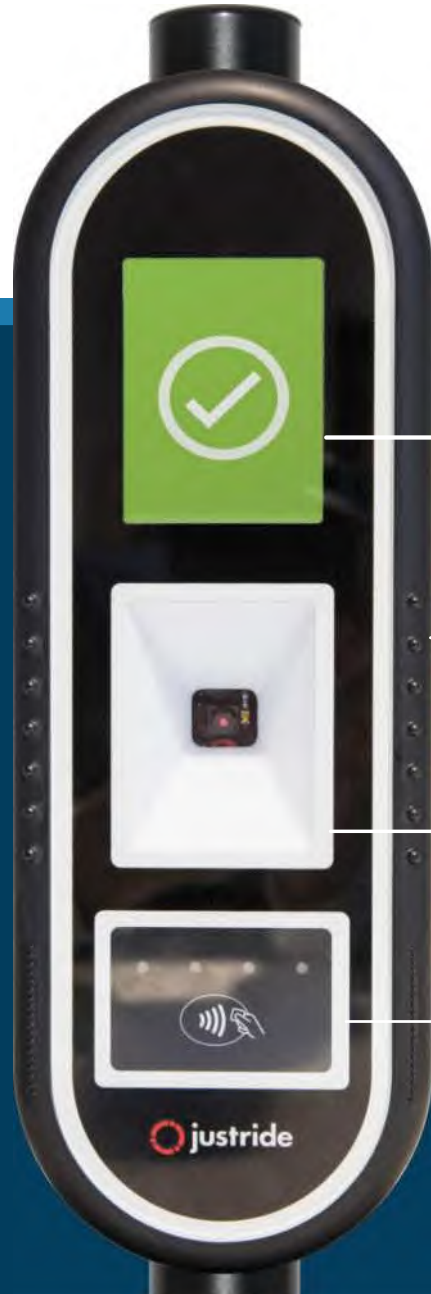
Scan the activated ticket on the ticket validation machines aboard our buses. When the light turns green on the validator, you're ready to go!

We hope you enjoy using this new service from Eau Claire





UNDERSTANDING THE JUSTRIDE FARE VALIDATOR







Visual and audible responses are made to each scan

Tactile guides to assist visually impaired riders

Mobile app barcodes are scanned against the white optical reader

Cards are held against the black 'contactless' pad

HERE ARE THE TYPES OF VALIDATOR RESPONSES YOU COULD GET AND WHAT THEY MEAN:

	 Valid	 Valid Show ID	 Just Used	 Out Of Service
Response	Sees: Green Valid Screen Hears: Acceptance tone (single beep)	Sees: Valid Show ID Hears: Descending beep (three tones)	Sees: Red Just Used screen Hears: Rejection tone	Sees: Gray Out of Service Hears: Nothing
Reason	Ticket is valid	Ticket can only be used by eligible rider (discounted fare)	The ticket was scanned less than 5 mins ago	The validator has encountered an error and cannot operate
Action	No action needed	If necessary, ask rider to show proof of discount fare, such as a government ID	Tell rider each person needs their own ticket (activate multiple tickets or use another account)	Visually validate tickets and notify supervisor



HARD HATS AND SAFETY GLASSES REQUIRED

DACCOR

JCB LIFT

OUTSIDE

















KOHLER





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