



Transit Commission
Agenda

April 19, 2023

PLEASE TAKE NOTICE that the Eau Claire Transit Commission will meet Wednesday, April 19, 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 March 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. **Proposed Community Pass Pilot through ARPA-Jeremy Gragert**
 - b. **Eau Claire Transit participation in Bike Week Kickoff event June 2nd**
6. **Other Business Agenda items**
 - a. **Free Rides for Earth Day will be April 22, 2023 sponsored by CVTA**
 - b. **Library Free Ride Program**
7. **Discussion and Direction**
 - a. **Ridership and Revenue Reports**
 - b. **Manager's Report**
 - i. **Transit Staffing / Shop Staffing**
 - ii. **Transfer Center Update**
 - iii. **New Bus Technology**
 - iv. **Income Qualifying Voucher Program for the homeless**
8. **Adjournment**

Bob Schraufnagel, Chairperson
c: News Media



Transit Commission
Minutes

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: 18:01**

2. **Roll Call**
 - a. **Present: Commissioner Chair Schraufnagel, Commissioners Swanhorst, Eaton, Fowler, Gragert, Greenwell, Anderson, McGuine.**
 - b. **Absent: Austin (Withdrawn from Commission as of February 2023)**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, Ben Young (UWEC)**

3. **Reading and approval of minutes of the past meeting on February 15, 2023**
 - a. **Commissioner Eaton moved to approve amended February minutes, Swanhorst 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. **Ben Young, UWEC Student, Presented Power Point presentation introducing a new Stepping off Course Modular training for UWEC students. New module includes Public Transportation for EC Transit to increase Ridership.**

5. **Public Hearings and Discussions**
 - a. **Request for new Transit Commissioner added to the Advisory Committee Meeting, meeting next week. Tess Morgan will be posting on the website for new recruitments.**

6. **Other Business Agenda items**
 - a. **ATU Letter regarding Free Rides April 4, 2023 for Election Day have been received and approved. Has been posted on Facebook page along with noted on the News.**
 - b. **CVTA Letter regarding Free Rides April 22, 2023 for Earth Day has been received and approved.**

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**



CITY OF
**EAU
CLAIRE**

a. Commissioner Swanhorst moved to adjourn, commissioner Fowler seconded. Meeting adjourned 19:47

Bob Schraufnagel, Chairperson
c: News Media

GARDEN OF STORIES

BUS PASS

FREE bus rides: to the library on Mondays and Thursdays.



This bus pass gives children and teens a free bus ride to and from the library to participate in the summer library program. Accompanying adults must pay full fare. If you don't know where to go or how to catch a bus, call ECT at 715-839-5111.

Bus pass valid June 1–August 15, 2023



Eau Claire Transit Commission
Monthly Ridership Report
March 2023

	Monthly			YTD Ridership		
	2022	2023	% Change	2022	2023	% Change
Full Cash Fare	1820	1957	7.53%	5881	5419	-7.86%
Full Fare Tickets	1252	1827	45.93%	5094	4609	-9.52%
Income-Qualifying Fare	226	221	-2.21%	104	570	448.08%
Student Cash Fare	215	275	27.91%	774	865	11.76%
Student Fare Tickets	28	35	25.00%	31	113	264.52%
1/2 Cash Fare	945	1434	51.75%	2531	3374	33.31%
Reduced Fare Tickets	352	124	-64.77%	911	770	-15.48%
Monthly Pass	3019	7271	140.84%	11860	17412	46.81%
Income-Qualifying Pass	2679	2258	-15.71%	1314	7836	496.35%
Half Fare Pass	7366	8072	9.58%	21088	20939	-0.71%
CVTC Pass	181	557	207.73%	533	1232	131.14%
Day Pass	964	793	-17.74%	3247	1969	-39.36%
MAX Pass	1416	1502	6.07%	1806	4285	137.26%
Non-UWEC Ridership	20463	26326	28.65%	55174	69393	25.77%
UWEC	29966	37524	25.22%	39087	82551	111.20%
Total	50429	63850	26.61%	94261	151944	61.19%
Community Table	291	244	-16.15%	514	394	-23.35%
Paratransit	1718		-100.00%	3740	3634	-2.83%
Free	2559	466	-81.79%	488	467	-4.30%
Pool	0	0		0	0	
Transfer	3754	3209	-14.52%	7245	9499	31.11%
Library	0	0		0	0	
Total	58751	67769	15.35%	106248	165938	56.18%
Evening Ridership	1289	546	-57.64%	4945	1167	-76.40%
Saturday Ridership	2408	3020	25.42%	6912	8939	29.33%
Miles of Service-Day	54735.6	55813.1	1.97%	152359	151747.1	-0.40%
Passenger / Mile-Day	1.05	1.204430501	14.73%	0.66	1.085826352	63.91%
Hours of Service-Day	3814	3940.2	3.32%	10906	10654.2	-2.31%
Passenger / Hour-Day	15.07	17.0608091	13.23%	9.29	15.46535639	66.55%
Miles of Service-Eve.	9204	9520	3.43%	22392	27566	23.11%
Passenger / Mile-Eve.	0.14	0.057352941	-59.05%	0.18	0.04233476	-77.01%
Hours of Service-Eve.	642	668	4.10%	1558	1932.4	24.01%
Passenger / Hour-Eve.	2.01	0.817365269	-59.31%	2.65	0.603912233	-77.19%
Saturday	4	4	0.00%	13	12	-7.69%
Weekday School	18	19	5.56%	60	51	-15.00%
Weekday Non-school	5	5	0.00%	4	15	275.00%

Eau Claire Transit System

Operating Revenues

Report Date: February 28, 2023

% of Year Expired: 16.7%

	Prior Year		Current Year		% of Budget
	2022 Budget	2022 Y-T-D	2023 Budget	2023 Y-T-D	
Full Fare Cash	\$ 45,000	\$ 4,582	\$ 34,000	\$ 6,283	18.5%
Full Fare Pass	\$ 70,000	\$ 22,650	\$ 76,000	\$ 20,500	27.0%
Full Fare Tickets	\$ 35,000	\$ 3,864	\$ 30,000	\$ 4,244	14.1%
Day Pass	\$ 15,000	\$ 1,736	\$ 11,000	\$ 1,388	12.6%
Total Full Adult Fares	\$ 165,000	\$ 32,832	\$ 151,000	\$ 32,414	21.5%
Income-Qualifying Cash	\$ 500	\$ 241	\$ 2,000	\$ 306	15.3%
Income-Qualifying Pass	\$ 5,500	\$ 1,250	\$ 12,000	\$ 2,425	20.2%
Total I-Q Fares:	\$ 6,000	\$ 1,491	\$ 14,000	\$ 2,731	19.5%
Reduced Fare Cash	\$ 10,000	\$ 1,248	\$ 8,800	\$ 1,732	19.7%
Reduced Fare Pass	\$ 65,000	\$ 11,054	\$ 60,000	\$ 9,600	16.0%
Reduced Fare Tickets	\$ 6,000	\$ 1,490	\$ 6,000	\$ 330	5.5%
Total Reduced Fares	\$ 81,000	\$ 13,792	\$ 74,800	\$ 11,662	15.6%
Student Fare Cash	\$ 5,000	\$ 473	\$ 5,000	\$ 763	15.3%
Student Fare Tickets	\$ 500	\$ 13	\$ 800	\$ 138	17.2%
Student MAX Pass	\$ 15,000	\$ 5,700	\$ 17,500	\$ 3,800	21.7%
CVTC Student Pass	\$ 1,500	\$ -	\$ 1,500	\$ -	0.0%
UW - Eau Claire	\$ 404,000	\$ 136,000	\$ 412,000	\$ 137,000	33.3%
Pool/Library	\$ 7,000	\$ -	\$ 7,000	\$ -	0.0%
Total Student Fares	\$ 433,000	\$ 142,185	\$ 443,800	\$ 141,700	31.9%
Paratransit Co-Pay	\$ 88,200	\$ 9,930	\$ 92,300	\$ 12,208	13.2%
Agency Fare	\$ 159,600	\$ 16,160	\$ 134,900	\$ 15,713	11.6%
Local Reimbursement	\$ 300	\$ -	\$ 300	\$ -	0.0%
State PT Assistance	\$ 77,000	\$ -	\$ 65,000	\$ -	0.0%
Total Paratransit	\$ 325,100	\$ 26,089	\$ 292,500	\$ 27,921	9.5%
Federal Assistance	\$ 2,475,200	\$ -	\$ 2,200,000	\$ -	0.0%
State Assistance	\$ 13,000,000	\$ -	\$ 1,250,000	\$ -	0.0%
EC County Assistance	\$ 118,100	\$ -	\$ 118,600	\$ -	0.0%
Altoona Assistance	\$ 71,400	\$ -	\$ 115,000	\$ -	0.0%
Total Assistance	\$ 15,664,700	\$ -	\$ 3,683,600	\$ -	0.0%
Advertising	\$ 40,000	\$ 8,875	\$ 42,000	\$ 12,628	30.1%
Vending Commission	\$ 4,000	\$ -	\$ -	\$ -	
Gifts & Donations	\$ -	\$ -	\$ -	\$ -	
Other Penalties	\$ -	\$ -	\$ -	\$ -	
Miscellaneous	\$ 600	\$ 782	\$ 1,000	\$ 3,219	321.9%
General Fund - Operations	\$ 1,038,100	\$ -	\$ 1,160,200	\$ -	0.0%
Sale of Capital Assets	\$ -	\$ -	\$ -	\$ -	
Fund Balance Applied	\$ -	\$ -	\$ -	\$ -	
Fund Balance Used for CIP	\$ -	\$ -	\$ -	\$ -	
Total Other	\$ 1,082,700	\$ 9,657	\$ 1,203,200	\$ 15,847	1.3%
TOTAL REVENUES	\$ 17,757,500	\$ 226,045	\$ 5,862,900	\$ 232,275	4.0%

Eau Claire Transit System

Operating Expenses

Report Date: February 28, 2023

% of Year Expired: 16.7%

	Prior Year		Current Year		
	2022 Budget	2022 Y-T-D	2023 Budget	2023 Y-T-D	% of Budget
Admin Wages	\$ 335,700	\$ 34,414	\$ 332,500	\$ 38,538	11.6%
Admin OT Wages	\$ 12,000	\$ 3,574	\$ 12,000	\$ 2,187	18.2%
Admin Benefits	\$ 215,174	\$ 29,379	\$ 214,600	\$ 15,104	7.0%
Operator Wages	\$ 1,392,900	\$ 149,083	\$ 1,285,300	\$ 151,982	11.8%
Operator OT Wages	\$ 23,000	\$ 18,453	\$ 23,000	\$ 23,332	101.4%
Operator Benefits	\$ 743,145	\$ 80,502	\$ 724,100	\$ 86,797	12.0%
Shop Wages	\$ 287,800	\$ 32,237	\$ 278,100	\$ 39,244	14.1%
Shop OT Wages	\$ 23,800	\$ 5,997	\$ 23,800	\$ 9,951	41.8%
Shop Benefits	\$ 164,581	\$ 15,814	\$ 158,000	\$ 17,196	10.9%
Total Payroll	\$ 3,198,100	\$ 369,454	\$ 3,051,400	\$ 384,331	12.6%
Printing & Binding	\$ 10,700	\$ 1,317	\$ 10,700	\$ 1,293	12.1%
Advertising & Marketing	\$ 30,000	\$ 2,255	\$ 32,400	\$ 1,142	3.5%
Custodial	\$ 22,600	\$ 7,591	\$ 24,500	\$ 1,883	7.7%
Security	\$ 41,100	\$ 1,379	\$ 46,800	\$ 489	1.0%
Utilities	\$ 20,000	\$ 2,843	\$ 12,500	\$ 3,278	26.2%
Ins & Admin Charges	\$ 189,800	\$ 31,872	\$ 195,900	\$ 32,722	16.7%
Misc. Services	\$ 458,800	\$ 47,746	\$ 431,500	\$ 60,161	13.9%
Total Services	\$ 773,000	\$ 95,003	\$ 754,300	\$ 100,969	13.4%
Office Supplies	\$ 1,900	\$ 110	\$ 4,300	\$ 595	13.8%
Uniforms & Clothing	\$ 13,800	\$ 220	\$ 18,400	\$ 1,222	6.6%
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	\$ 30,001	\$ 201,100	\$ 40,603	20.2%
Tool/Shop	\$ 3,200	\$ 1,157	\$ 16,700	\$ 1,804	10.8%
Equip Purchase	\$ -	\$ -	\$ -	\$ -	
Misc. Materials/Supplies	\$ 6,500	\$ 1,662	\$ 6,500	\$ -	0.0%
Total Materials/Supplies	\$ 778,300	\$ 34,214	\$ 768,000	\$ 44,225	5.8%
Purchased Transp.	\$ 919,800	\$ 100,558	\$ 900,100	\$ 115,640	12.8%
Paratransit Cer	\$ 80,000	\$ (213)	\$ 88,200	\$ 6,445	7.3%
Total Paratransit	\$ 999,800	\$ 100,346	\$ 988,300	\$ 122,086	12.4%
Unfund Pen	\$ 38,400	\$ 6,400	\$ 38,500	\$ 6,416	16.7%
Loss on Disp of Equip	\$ -	\$ -	\$ -	\$ -	
Capital Purchases	\$ -	\$ -	\$ -	\$ -	
Depereciation	\$ -	\$ -	\$ -	\$ -	
Other Charges/Adj	\$ -	\$ -	\$ -	\$ -	
Total Other	\$ 38,400	\$ 6,400	\$ 38,500	\$ 6,416	16.7%
TOTAL EXPENSES	\$ 5,787,600	\$ 605,418	\$ 5,600,500	\$ 658,027	11.7%

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	10	221	31	2258
April				
May				
June				
July				
August				
September				
October				
November				
December				
Total:	34	569	91	7875

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 April 19, 202

Transit Staffing

From the interviews 3/10/23 for Part Time Bus Operators, we have made 2 offers, one driver has started as of 4/10/23. The other is pending. New recruitment will be starting very soon for full time operator. Needed: 2 FT / 4 PT

Shop Staffing

Fully staffed

Transfer Center Update

New Bus Technology

Masabi: The app is in the app store, no soft launch yet as we are waiting to get the reports approved with finance

Transloc: Had a meeting with purchasing and legal about what to do for issues as they are still working on many corrections daily

Bus Voucher Program for People Experiencing Homelessness

This is a program brought forth for people experiencing homelessness. Brought before City Council last month, did not pass. City Employee Billie Hufford has been working on creating and managing this new program.



Eau Claire Transit

ECT1856HBVP

Designated Monthly Voucher

ELIGIBILITY VERIFIED

EXPIRES DECEMBER 31, 2023



