



Transit Commission Agenda

July 17, 2024

PLEASE TAKE NOTICE that the Eau Claire Transit Commission will meet Wednesday, July 17, 2024 at 4:30 P.M. in the Council Chambers 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. Pledge of Allegiance and Roll Call:
3. Reading and approval of minutes of the past meeting on June 19, 2024
4. Open Public Comment Period for Items that do not appear on this Agenda noted as Public Hearings or Items for Public Discussion
 - a. Comments from Chair
5. Public Hearings and Discussion
 - a. Route alterations due to Altoona route extension (Ty Fadness)
6. Business Agenda items and Discussion
 - a. Unhoused Voucher Program Update (Billie Hufford)
 - b. Potential Route 20 Improvements (Ty Fadness)
 - c. Ridership and Revenue Reports (Ty Fadness)
7. Manager's Report
 - a. Bus Stop Update
 - b. Transfer Center Update
 - c. Technology Update
 - d. Community Outreach
 - e. 2023 Workplan, Included for review
8. Adjournment

Phil Swanhorst, Chairperson
c: News Media



**Transit Commission
Meeting Minutes
June 19, 2024**

PLEASE TAKE NOTICE that the Eau Claire Transit Commission will meet Wednesday, June 19, 2024 at 4:30 P.M. in the Council Chambers 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: **16:35**
2. Pledge of Allegiance and Roll Call: **Present:** Chair Swanhorst, Fowler, Greenwell, Eaton, Serrano
Absent: Anderson, Lehner, Bluma
Also Present: Transit Manager Ty Fadness, Administrative Associate II Laurie Mittlestadt
Public Present: Tina Deetz, Kyle Herman, ATU1310 Nathan Nipsel, ATU1310 Adam Nelson, UWEC Representative Tracy Drier, UWEC Representative Kyran Hamiil, UWEC Student Bonnie Downey
3. Reading and approval of minutes of the past meeting on May 15, 2024; Commissioner Greenwell moved to approve, Eaton 2nd the motion. May 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. **Comments from Chair:** No Comment
5. Public Hearings and Discussion
 - a. **UWEC Route changes (Ty Fadness):** An agreement for the upcoming New UWEC contract has been reached. The new route schedule is attached with the packet outlining the times and stops. All material for the changes is on the Transit website. This is a 1-yr contract. The Commission voted to approve 5-0. Will go in front of the Council for approval.
 - b. **Route alterations due to Altoona route extension (Tina Deetz):** A brief update was made on different options for the extension of the Altoona route. These options are pulling an extra ½ hr off different routes to add to Altoona. Summary of “Pros” and “Cons” attached in packet. More discussion will continue next month.
6. Business Agenda items and Discussion
 - a. **Formal action on UWEC Route changes:** Motion was made by Greenwell for approval on the action. Eaton 2nd the motion.
 - b. **Formal action on 2025 – 2029 Capital Improvement Plan (Ty Fadness):** 2025-2029 CIP attached with packet. Motion was made by Greenwell for approval of CIP. Fowler 2nd the motion.
 - c. Ridership and Revenue Reports (Ty Fadness)



7. Manager's Report

- a. **EDDIT Update:** A brief description of the Training in Canada on Transit was given by Ty. There will be a further update given at the September commission meeting.
- b. Transfer Center Update
- c. Technology Update
- d. Bike Week Update
- e. 2023 Workplan, Included for review

8. **Adjournment: 17:43**

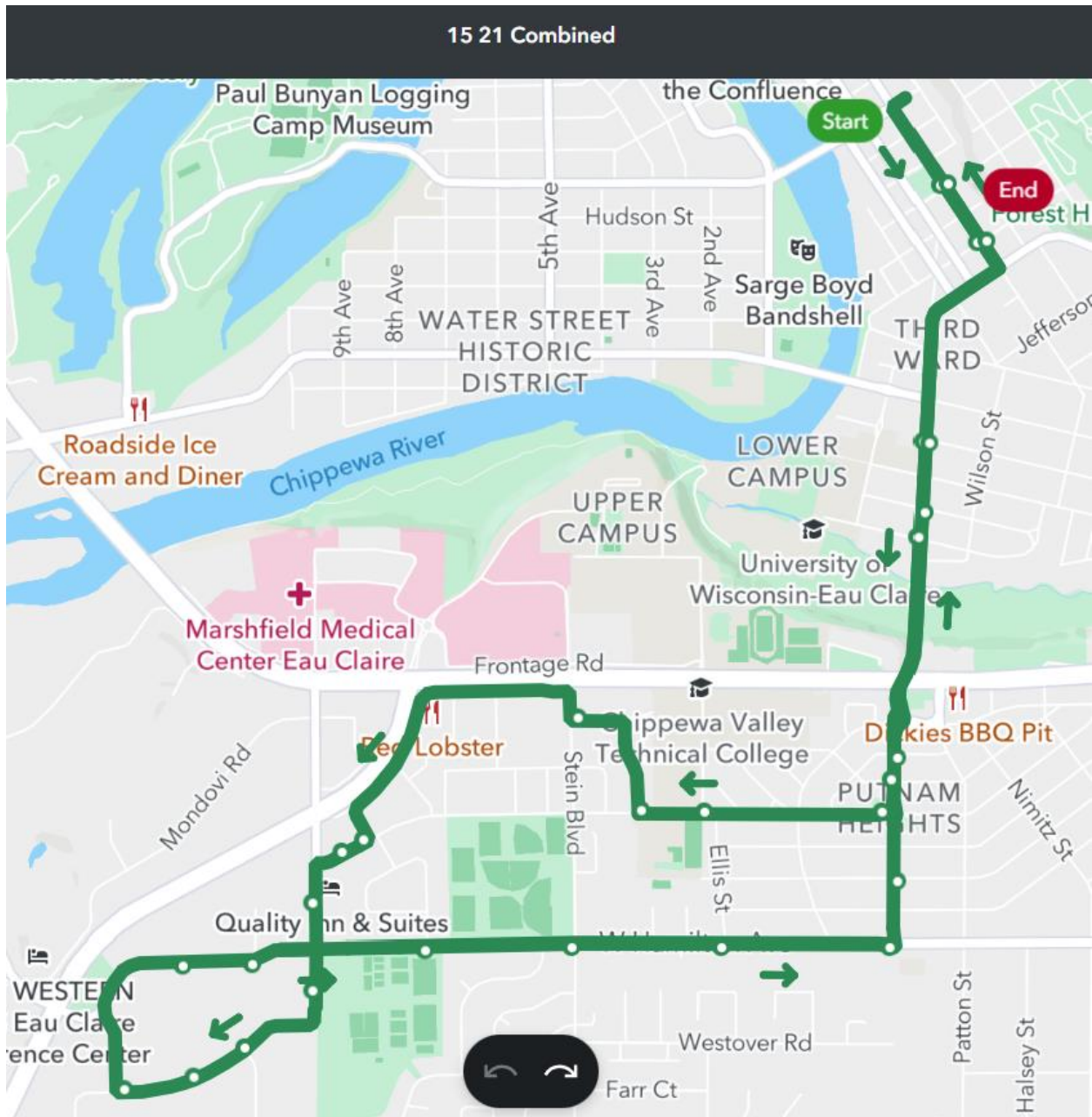
Move to Adjourn: Greenwell

Phil Swanhorst, Chairperson

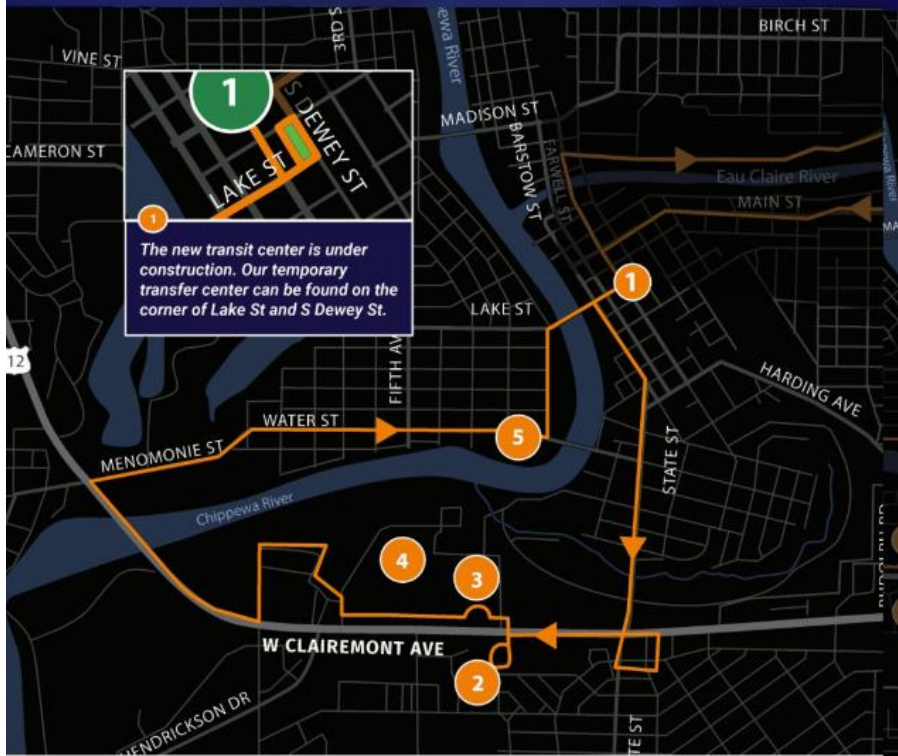
c: News Media

Route Alterations Due to Altoona Route Extension

In order to preserve Route 7 going past the Sonnentag Complex, Routes 15 and 21 could be combined. This combined route will serve West MacArthur, Midelfort Clinic, Shopko Plaza (Station 955), Sky Park, and Hamilton Ave. This eliminates redundancy of MacArthur and Shopko Plaza while removing service to Sacred Heart, which is still served by Route 7. It would be paired with the Route 20, while Route 7 would be paired with the Route 5.



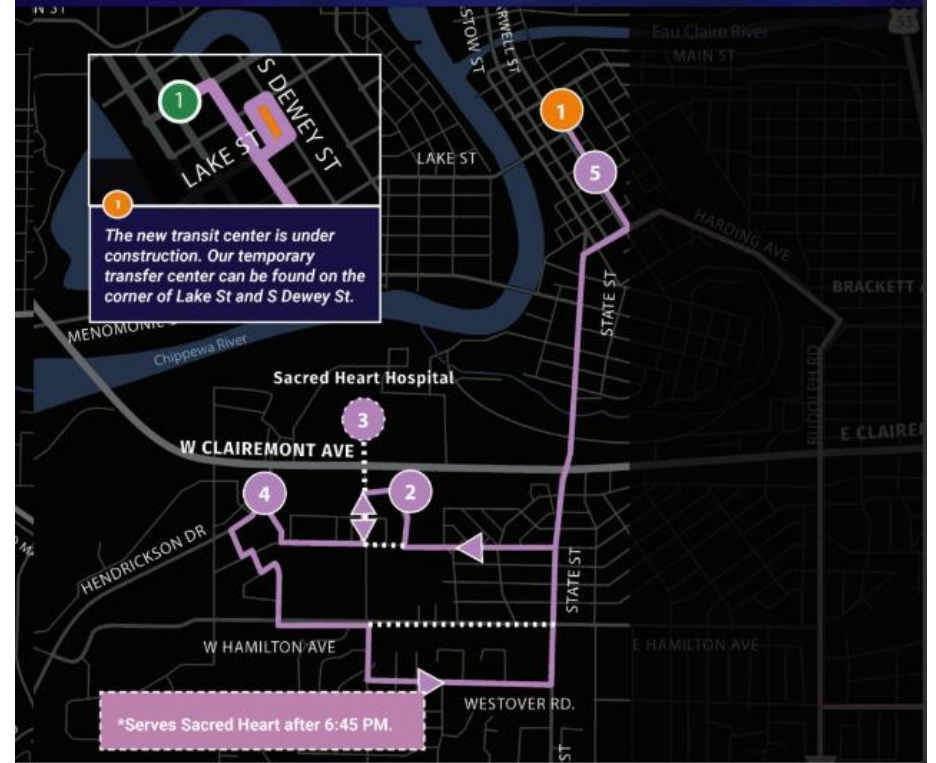
ROUTE 7 : WEST CLAIREMONT



WEEK DAY

1	2	3	4	5	1
Transfer Center	Family Medicine Clinic	CVTC	Sacred Heart Hospital	UWEC Fine Arts	Transfer Center
6:45	-	6:56	6:57	-	7:15
7:15	7:23	7:24	7:26	7:37	7:45
8:15	8:23	8:24	8:26	8:37	8:45
9:15	9:23	9:24	9:26	9:37	9:45
10:15	10:23	10:24	10:26	10:37	10:45
11:15	11:23	11:24	11:26	11:37	11:45
12:15	12:23	12:24	12:26	12:37	12:45
1:15	1:23	1:24	1:26	1:37	1:45
2:15	2:23	2:24	2:26	2:37	2:45
3:15	3:23	3:24	3:26	3:37	3:45
4:15	4:23	4:24	4:26	4:37	4:45
5:15	5:23	5:24	5:26	5:37	5:45
7:15	7:23	7:24	7:26	7:37	7:45
7:45	7:53	7:54	7:56	8:07	8:15
8:15	8:23	8:24	8:26	8:37	8:45

ROUTE 15 : WEST MACARTHUR



WEEK DAY

1	2	3	4	5	1
Transfer Center	Mayo Clinic	*Sacred Heart Hospital	Shopko Plaza	Park Towers	Transfer Center
-	-	-	-	-	-
7:45	7:54	-	7:58	8:08	8:15
8:45	8:54	-	8:58	9:08	9:15
9:45	9:54	-	9:58	10:08	10:15
10:45	10:54	-	10:58	11:08	11:15
11:45	11:54	-	11:58	12:08	12:15
12:45	12:54	-	12:58	1:08	1:15
1:45	1:54	-	1:58	2:08	2:15
2:45	2:54	-	2:58	3:08	3:15
3:45	3:54	-	3:58	4:08	4:15
4:45	4:54	-	4:58	5:08	5:15
5:45	5:54	-	5:58	6:08	6:15
6:45	6:54	6:56	6:58	7:08	7:15
7:45	7:54	7:56	7:58	8:08	8:15
8:45	8:54	8:56	8:58	9:08	9:15
9:45	9:54	9:56	9:58	10:08	10:15

ROUTE 21 : SHOPKO PLAZA



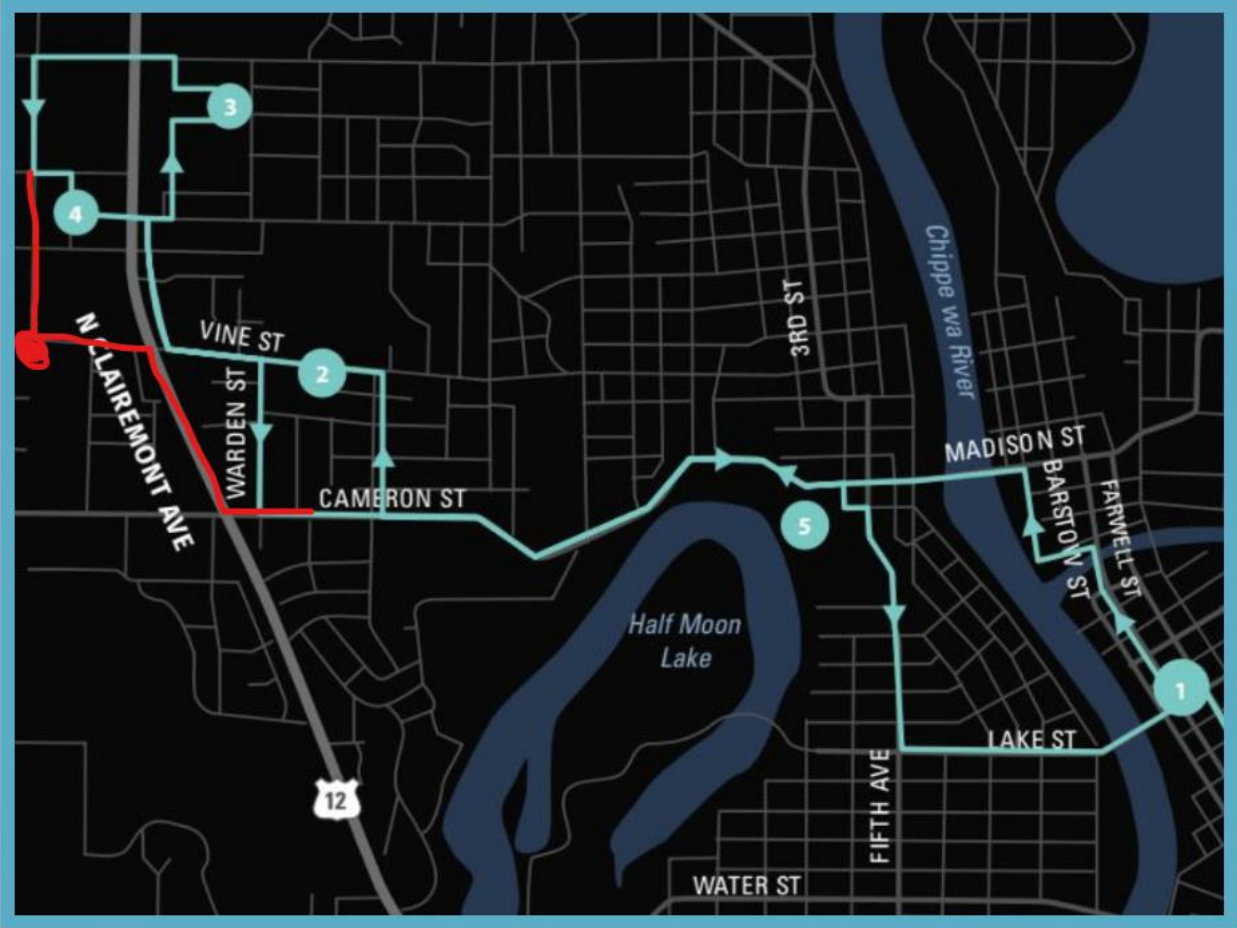
WEEK DAY

1 Transfer Center	2 Shopko Plaza	3 Skypark & Hamilton	4 Park Towers	1 Transfer Center
8:15	8:27	8:31	8:38	8:45
9:15	9:27	9:31	9:38	9:45
10:15	10:27	10:31	10:38	10:45
11:15	11:27	11:31	11:38	11:45
12:15	12:27	12:31	12:38	12:45
1:15	1:27	1:31	1:38	1:45
2:15	2:27	2:31	2:38	2:45
3:15	3:27	3:31	3:38	3:45
4:15	4:27	4:31	4:38	4:45
5:15	5:27	5:31	5:38	5:45
6:15	6:27	6:31	6:38	6:45
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Saturday time ranges in yellow.

Potential Route Improvements to Route 20: Westridge Center

In order to avoid going through the Hope Bargain Parking lot, to avoid the Warden and Cameron intersection, and add a spot to drop off Delong students at Frank St and Preston as well as Preston Rd and Vine St, the changes below are being discussed.



Eau Claire Transit Commission
Monthly Ridership Report

June 2024

	Monthly			YTD Ridership		
	2023	2024	% Change	2023	2024	% Change
Full Cash Fare	2,180	1,969	-9.7%	11,666	10,454	-10.4%
Full Fare Tickets	1,691	1,479	-12.5%	9,631	10,321	7.2%
Income-Qualifying Fare	209	285	36.4%	1,276	2,228	74.6%
Student Cash Fare	590	770	30.5%	2,197	3,522	60.3%
Student Fare Tickets	5	34	580.0%	139	95	-31.7%
Reduced Fare Cash	1,618	1,251	-22.7%	8,064	7,933	-1.6%
Reduced Fare Tickets	5	132	2540.0%	823	1,087	32.1%
Monthly Pass	3,305	3,706	12.1%	29,414	23,096	-21.5%
Income-Qualifying Pass	5,015	4,994	-0.4%	23,228	30,872	32.9%
Half Fare Pass	7,991	6,842	-14.4%	45,206	45,544	0.7%
CVTC Pass	181	188	3.9%	2,846	2,952	3.7%
Day Pass	911	513	-43.7%	4,825	3,328	-31.0%
MAX Pass	1,010	1,013	0.3%	8,835	7,014	-20.6%
Non-UWEC Ridership	24,711	23,176	-6.2%	148,150	148,446	0.2%
UWEC	930	824	-11.4%	138,364	158,433	14.5%
Total	25,641	24,000	-6.4%	286,514	306,879	7.1%
Community Table	94	289	207.4%	733	1,258	71.6%
Paratransit	2,218		-100.0%	12,133	10,834	-10.7%
Free	1,342	34	-97.5%	4,142	15,789	281.2%
Pool	334	1,251	274.6%	334	1,251	274.6%
Transfer	3,809	132	-96.5%	20,216	21,788	7.8%
Library	0	3,706		0	3,706	#DIV/0!
Total	33,438	29,412	-12.0%	324,072	361,505	11.6%
Evening Ridership	634	1,900	199.7%	2,869	16,082	460.5%
Saturday Ridership	2,772	3,494	26.0%	18,780	17,562	-6.5%
Miles of Service-Day	46,488	43,904	-5.6%	301,358	301,183	-0.1%
Passenger / Mile-Day	0.53	0.63	19.3%	1.07	1.15	7.6%
Hours of Service-Day	3,140	2,943	-6.3%	21,102	21,114	0.1%
Passenger / Hour-Day	7.54	9.35	24.0%	15.22	16.36	7.5%
Miles of Service-Eve.	7,608	6,912	-9.1%	54,522	56,892	4.3%
Passenger / Mile-Eve.	0.21	0.27	32.3%	0.05	0.28	437.2%
Hours of Service-Eve.	528	480	-9.1%	3,817	3,975	4.1%
Passenger / Hour-Eve.	3.06	3.96	29.6%	0.75	4.05	438.2%
Saturday	4	5	25.0%	25	22	-12.0%
Weekday School	2	3	50.0%	93	98	5.4%
Weekday Non-school	20		-100.0%	38	15	-60.5%

2024 Income-Qualifying Fare Progress Report

	Permits Issued	\$0.85 Trips	Passes Sold	Pass Trips
January	19	382	29	5471
February	18	427	33	5802
March	9	333	43	5145
April	17	320	25	4171
May	7	481	43	5289
June	9	285	33	4994
July				
August				
September				
October				
November				
December				
Total:	79	2228	206	30872

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	2519
April	19	399	22	5293
May	13	230	21	5249
June	15	209	21	5015
July	13	308	20	4092
August	14	352	24	4785
September	13	272	13	4664
October	22	332	35	6117
November	29	380	30	4686
December	17	411	39	5141
Total:	189	3462	316	53178

Eau Claire Transit System

OPERATING EXPENSES

REPORT DATE: MAY 31, 2023

% of Year Expired: 41.7%

	Prior Year		Current Year		
	2023 Budget	2023 Y-T-D	2024 Budget	2024 Y-T-D	% of Budget
Admin Wages	\$ 332,500	\$ 127,924	\$ 342,979	\$ 133,324	38.9%
Admin OT Wages	\$ 12,000	\$ 7,973	\$ 2,000	\$ 4,915	245.8%
Admin Benefits	\$ 214,600	\$ 86,157	\$ 229,123	\$ 81,077	35.4%
Operator Wages	\$ 1,285,300	\$ 504,768	\$ 1,534,674	\$ 567,252	37.0%
Operator OT Wages	\$ 23,000	\$ 141,742	\$ 23,000	\$ 108,629	472.3%
Operator Benefits	\$ 724,100	\$ 275,795	\$ 839,724	\$ 292,150	34.8%
Shop Wages	\$ 278,100	\$ 133,750	\$ 309,861	\$ 117,878	38.0%
Shop OT Wages	\$ 23,800	\$ 19,437	\$ 8,800	\$ 36,963	420.0%
Shop Benefits	\$ 158,000	\$ 52,803	\$ 138,113	\$ 47,369	34.3%
Total Payroll	<u>\$ 3,051,400</u>	<u>\$ 1,350,351</u>	<u>\$ 3,428,274</u>	<u>\$ 1,389,557</u>	40.5%
Printing & Binding	\$ 10,700	\$ 2,905	\$ 10,700	\$ 3,370	31.5%
Advertising & Marketing	\$ 32,400	\$ 1,206	\$ 40,000	\$ 6,224	15.6%
Custodial	\$ 24,500	\$ 7,533	\$ 24,717	\$ 10,250	41.5%
Security	\$ 46,800	\$ 6,025	\$ 91,000	\$ 12,292	13.5%
Utilities	\$ 12,500	\$ 7,597	\$ 13,900	\$ 19,297	138.8%
Ins & Admin Charges	\$ 195,900	\$ 81,799	\$ 204,000	\$ 84,583	41.5%
Misc. Services	\$ 431,500	\$ 123,733	\$ 500,698	\$ 116,307	23.2%
Total Services	<u>\$ 754,300</u>	<u>\$ 230,797</u>	<u>\$ 885,015</u>	<u>\$ 252,323</u>	28.5%
Office Supplies	\$ 4,300	\$ 1,361	\$ 4,300	\$ 3,344	77.8%
Uniforms & Clothing	\$ 18,400	\$ 3,547	\$ 24,234	\$ 2,867	11.8%
Gas	\$ 1,000	\$ 455	\$ 1,000	\$ 497	49.7%
Diesel Fuel	\$ 450,000	\$ 147,547	\$ 450,000	\$ 139,156	30.9%
Motor Oil	\$ 17,400	\$ 4,177	\$ 17,400	\$ 7,419	42.6%
Tires	\$ 52,600	\$ 14,367	\$ 52,600	\$ 11,210	21.3%
Supplies	\$ 201,100	\$ 99,765	\$ 369,595	\$ 91,560	24.8%
Tool/Shop	\$ 16,700	\$ 5,203	\$ 16,700	\$ 5,615	33.6%
Equip Purchase		\$ 2,138	\$ 2,200	\$ -	
Misc. Materials/Supplies	\$ 6,500	\$ 364	\$ 13,493	\$ 66	0.5%
Total Materials/Supplies	<u>\$ 768,000</u>	<u>\$ 278,922</u>	<u>\$ 951,522</u>	<u>\$ 261,734</u>	27.5%
Purchased Transp.	\$ 900,100	\$ 318,085	\$ 1,300,000	\$ 616,366	47.4%
Paratransit Cer	\$ 88,200	\$ 27,908	\$ 83,000	\$ 30,992	37.3%
Total Paratransit	<u>\$ 988,300</u>	<u>\$ 345,993</u>	<u>\$ 1,383,000</u>	<u>\$ 647,358</u>	46.8%
Unfund Pen	\$ 38,500	\$ 16,041	\$ 38,500	\$ 15,956	41.4%
Loss on Disp of Equip	\$ -		\$ -		
Capital Purchases	\$ -		\$ -		
Depreciation	\$ -		\$ -		
Other Charges/Adj	\$ -		\$ -		
Total Other	<u>\$ 38,500</u>	<u>\$ 16,041</u>	<u>\$ 38,500</u>	<u>\$ 15,956</u>	41.4%
TOTAL EXPENSES	<u>\$ 5,600,500</u>	<u>\$ 2,222,104</u>	<u>\$ 6,686,311</u>	<u>\$ 2,566,928</u>	38.4%

Eau Claire Transit System

OPERATING REVENUES

REPORT DATE: MAY 31, 2024

% of Year Expired: 41.7%

	Prior Year		Current Year		% of Budget
	2023 Budget	2023 Y-T-D	2024 Budget	2024 Y-T-D	
Full Fare Cash	\$ 34,000	\$ 16,399	\$ 42,000	\$ 15,127	36.0%
Full Fare Pass	\$ 76,000	\$ 46,850	\$ 90,000	\$ 36,650	40.7%
Full Fare Tickets	\$ 30,000	\$ 12,592	\$ 29,000	\$ 15,052	51.9%
Day Pass	\$ 11,000	\$ 4,050	\$ 8,000	\$ 3,304	41.3%
Total Full Adult Fares	\$ 151,000	\$ 79,891	\$ 169,000	\$ 70,133	41.5%
Income-Qualifying Cash	\$ 2,000	\$ 900	\$ 2,500	\$ 1,708	68.3%
Income-Qualifying Pass	\$ 12,000	\$ 11,000	\$ 20,000	\$ 12,550	62.8%
Total I-Q Fares:	\$ 14,000	\$ 11,900	\$ 22,500	\$ 14,258	63.4%
Reduced Fare Cash	\$ 8,800	\$ 5,410	\$ 14,000	\$ 5,845	41.8%
Reduced Fare Pass	\$ 60,000	\$ 25,925	\$ 66,000	\$ 26,300	39.8%
Reduced Fare Tickets	\$ 6,000	\$ 170	\$ 500	\$ 910	182.0%
Total Reduced Fares	\$ 74,800	\$ 31,505	\$ 80,500	\$ 33,055	41.1%
Student Fare Cash	\$ 5,000	\$ 1,980	\$ 5,000	\$ 3,478	69.6%
Student Fare Tickets	\$ 800	\$ 175	\$ 300	\$ -	0.0%
Student MAX Pass	\$ 17,500	\$ 4,595	\$ 14,000	\$ 5,655	40.4%
CVTC Student Pass	\$ 1,500	\$ -	\$ 5,300	\$ -	0.0%
UW - Eau Claire	\$ 412,000	\$ 274,000	\$ 551,000	\$ 277,000	50.3%
Pool/Library	\$ 7,000	\$ -	\$ -	\$ -	
Total Student Fares	\$ 443,800	\$ 280,750	\$ 575,600	\$ 286,133	49.7%
Paratransit Co-Pay	\$ 92,300	\$ 34,136	\$ 101,000	\$ 35,221	34.9%
Agency Fare	\$ 134,900	\$ 41,800	\$ 133,000	\$ 74,625	56.1%
Local Reimbursement	\$ 300	\$ 895	\$ -	\$ -	
State PT Assistance	\$ 65,000	\$ -	\$ 64,300	\$ -	0.0%
Total Paratransit	\$ 292,500	\$ 76,831	\$ 298,300	\$ 109,845	36.8%
Federal Assistance	\$ 2,200,000	\$ -	\$ 2,720,336	\$ (1,009,421)	-37.1%
State Assistance	\$ 1,250,000	\$ -	\$ 1,156,142	\$ -	0.0%
EC County Assistance	\$ 118,600	\$ 10,941	\$ 273,000	\$ 102,702	37.6%
Altoona Assistance	\$ 115,000	\$ -	\$ 134,000	\$ -	0.0%
Total Assistance	\$ 3,683,600	\$ 10,941	\$ 4,283,478	\$ (906,719)	-21.2%
Advertising	\$ 42,000	\$ 34,014	\$ 55,000	\$ 18,219	33.1%
Vending Commission	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Gifts & Donations	\$ -	\$ 1,000	\$ -	\$ -	
Other Penalties	\$ -	\$ -	\$ -	\$ -	
Miscellaneous	\$ 1,000	\$ 8,624	\$ 15,150	\$ 1,101	7.3%
General Fund - Operations	\$ 1,160,200	\$ -	\$ 1,294,009	\$ -	0.0%
Sale of Capital Assets	\$ -	\$ -	\$ -	\$ -	
Fund Balance Applied	\$ -	\$ -	\$ -	\$ -	
Fund Balance Used for CIP	\$ -	\$ -	\$ -	\$ -	
Total Other	\$ 1,203,200	\$ 43,638	\$ 1,364,159	\$ 19,320	1.4%
TOTAL REVENUES	\$ 5,862,900	\$ 535,457	\$ 6,793,537	\$ (373,976)	-5.5%

CONGRATS TO YOUR DRIVERS ON THE SUNSHINE AWARD!

furnish
1 2 3
mattress
1 2 3



Eau Claire Transit

**IS HEREBY RECOGNIZED FOR BRINGING A
LITTLE SUNSHINE INTO SOMEONE'S LIFE**

Darren Maier
SkyWarn 13 Chief Meteorologist

Mike Dandrea
SkyWarn 13 Meteorologist

Derrek Dalman
SkyWarn 13 Meteorologist

Big shout out to Kyle Herman and Kurt Vuchetich for training CVTC Students!











City of Eau Claire Transit Commission Workplan

What	Anticipated Outcome, Product or Result	Idea Source	Specific Actions	Target Dates	Identified Partners	Point Person
Bus Stops/Shelters	Public input and local engagement, ADA compliance, Policy recommendation to Council, Evaluation of stops for safety and accessibility	CIP, Commission	Hold public meetings as part of the commission meetings; Review existing policies; develop recommendations – possible work session	DEC 2023	Local manufacturers, artists and designers, ADRC, WIPTA Members, MPO	Transit Manager
Evaluate Fare Structure	Equitable Fare structure that allows for sustainable Transit Service	Commission	Review Structure Annually at a February or March Meeting. Make Recommendations to Council	MAR Annually	UWEC, ECASD, Mayo and Marshfield Clinic, Other Businesses that benefit from Transit Service	Transit Manager
Marketing Committee	Transit Promotion in the community, Increase transit use, Marketing plan	TDP	Recruit members, City Staff, commission	On going	Interested Members of the Public, Commission, UWEC, Outside Marketing agency	Transit Manager
Review of Complete Streets Policy	Make sure that Transit issues are considered	BPAC	Develop Recommendations as it relates to transit	On going	BPAC, Engineering	City Engineer
City Comprehensive Plan	Have Transit issues considered	Plan Commission	Hold public hearings to receive input on transit related sections to develop recommendations	2024	Planning	Community Development Director
Shawtown Neighborhood Plan	Have Transit issues considered	Plan Commission	Participate at planned meetings	2023	Planning	Senior City Planner
Transit Ambassador Program	Review of the program, guidance	Transit Division	Provide recommendation on possible activities/recruitment	2024	Western Dairyland	Contracted Provider

Explore 3 Bike Rack system on buses	Recommendation for procurement	Transit Division	Research issues where deployed; review suppliers	2024	WIPTA Members	Transit Manager
Electric Buses	Develop Strategy	CIP	Receive Public Input, Review other system deployments	2025	Sustainability Committee	Senior City Planner
Friends of Transit Program	Recognize Partners in the Community	Commission	Develop Categories and Criteria	2024	UWEC; ADRC	Commission Chair
Making bus schedules more consistent and easier to understand	Updated schedules, improvement on schedules and more consistency with timing.	Commission, UWEC	Monitor on time performance, receive UWEC student input. Work with UWEC students directly and distribute information.	On going	UWEC	Transit Manager
City-wide bike rental program	Establishing community partners and a transit-backed bike rental program	Commission, UWEC	Researching possible business partnerships	2024	UWEC	Transit Manager
Transit Service Expansion; Transfer Center Connections	Explore ways to connect the Transfer Center to other travel options, regional and otherwise.	Commission	Provide input as new developments are considered.	On going	UWEC, Chippewa Valley Rail Commission	Transit Manager
University Transit hub	Establishing a University Transit Hub	Commission	Hold meetings on campus, work with UWEC	2025	UWEC Student Senate, Parking and Transportation	Transit Manager
Adopt A Bus Stop Program	Involve the community in supporting transit by keeping bus stops in their neighborhood accessible year round	Commission	Work with Neighborhood Associations	2025	Neighborhood Associations	Transit Manager