

Our intention is to have in-person meetings going forward. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

**City of Stevens Point  
Transportation Commission Meeting  
September 8, 2025 - 5:00 PM**

Central Transportation  
2700 Week Street

OR

Zoom Teleconferencing

<https://us06web.zoom.us/j/87539037302?pwd=2LLID40E3iY16aNWf1UjKAaSchPzeh.1>

Phone: (646) 931-3860  
Meeting ID: 875 3903 7302  
Passcode: 123567

## **AGENDA**

Discussion and Possible Action on:

1. Roll Call
2. Approval of July 2025 Minutes
3. Approval of the July and August 2025 Financial/Claims Reports
4. Approval of Free Ride Fridays on Fixed Route System – November 28 through December 26, 2025
5. Staff, System, and Ridership Update
6. Next Meeting Date: October 13, 2025 - 5:00 PM
7. Adjournment

### Meeting Rider

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569, TDD # 346-1556 or by mail at 1515 Strongs Ave., Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 a.m. to 4:00p.m.

### SPECIAL NOTICE

**Please take notice that a quorum of the Common Council, City Boards/Commissions may attend this meeting.**

**City of Stevens Point  
Transportation Commission Meeting**

July 14, 2025 - 5:00pm  
2700 Week Street, Stevens Point, Wisconsin  
Or  
Zoom Teleconferencing

**Minutes**

**1. Roll Call**

Present: Karalyn Peterson, Neil Prendergast, Ald. Jacqui Guthrie, Tom Bertram, Ald. Allison Birr  
Not present: Heidi Oberstadt, Nichole Lysne  
Others Present: Talin Scheuermann, Tom Carroll

**2. Approval of June 9, 2025 Minutes**

Ald. Jacqui Guthrie made a motion to approve the June 9, 2025 minutes. Karalyn Peterson seconded. All in favor; none opposed. Motion carried.

**3. Approval of June 2025 Financial/Claims Report**

Karalyn Peterson made a motion to approve the June 2025 financial/claims report. Ald. Allison Birr seconded.

**4. Approval of Title VI Plan**

Tom Bertram made a motion to approve the Title VI plan. Ald. Allison Birr seconded. All in favor; none opposed. Motion carried.

**5. Next Meeting Date**

August 11, 2025, 5:00pm

**6. Adjournment**

5:09pm

**Report to the July 2025  
Meeting of the Transportation Commission**

**Finances:**

Bank Balance as of July 1, 2025	<b>1,807,002.08</b>
Bank Deposits recorded in July 2025	198,040.34
	<hr/> 2,005,042.42

**Checks Issued since the last meeting:**

07/03/2025	8570 Employee	Wages	1,548.07
07/03/2025	8571 Employee	Wages	1,462.26
07/02/2025	8574 Ascendance Truck Centers	Exhaust Clamp	377.90
07/02/2025	8575 Cintas Corp #442	Janitorial	142.19
07/02/2025	8576 Gillig LLC	Destination control board	1,279.47
07/10/2025	8577 Ascendance Truck Centers	DPF Cleaning	900.00
07/10/2025	8578 Aspirus Medical Group, Inc.	On site FIT testing	787.00
07/10/2025	8579 Baker Tilly Virchow Krause, LLP	Audit	4,517.32
07/10/2025	8580 Batteries Plus LLC	Gillig batteries	474.10
07/10/2025	8581 Bushman Electric Crane & Sign	Title 6 stickers	135.04
07/10/2025	8582 Cintas Corp #442	Uniforms / Facility Supplies	148.73
07/10/2025	8583 City of Stevens Point	June fuel, WRS, Insurance	71,866.48
07/10/2025	8584 Courtesy Cab	June subsidized taxi rides	265.50
07/10/2025	8585 Employee Resource	EAP Contract Services	92.69
07/10/2025	8586 Gillig LLC	Grommet	349.48
07/10/2025	8587 Halron Lubricants Inc	Oil Tests	195.00
07/10/2025	8588 Kramar Plumbing	Backflow tests	500.00
07/10/2025	8589 NAPA	Wiper Blades, Air Filter, Oil	356.69
07/10/2025	8590 PassioTechnologies LLC - CID 253	Monthly subscription	911.50
07/10/2025	8591 Stevens Point Public Utilities	2" water use	2,597.57
07/11/2025	8593 Securian Financial	MN Life Insurance Policy #002832L	238.70
07/18/2025	8594 Employee	Wages	1,548.07
07/18/2025	8595 Employee	Wages	1,608.48
07/15/2025	8596 United Way of Portage Cty	United Way	8.00
07/15/2025	8597 WI Council 32 Per Capita Tax Trust	Union Dues	507.79
07/17/2025	8598 Ascendance Truck Centers	Oil pressure sensor	190.92
07/17/2025	8599 Cintas Corp #442	Janitorial	99.64
07/17/2025	8600 Fastenal Company	Nuts and bolts	190.24
07/17/2025	8601 FleetPride	Brake shoe kits	633.60
07/17/2025	8602 Flowpoint Environmental Systems	Latch	184.63
07/17/2025	8603 Integrity Fire Protection	Five year fire sprinkler inspection	511.00
07/17/2025	8604 Precision Glass and Door	Bus shelter glass	258.54
07/17/2025	8605 Stevens Point Public Utilities	Snowplowing	155.36
07/17/2025	8606 Springbook Holding Company LLC	Annual subscription fee	12,569.74
07/24/2025	8607 Cintas Corp #442	Janitorial	115.56
07/24/2025	8608 FleetPride	Brake shoe kits	469.96
07/24/2025	8609 Gillig LLC	Solenoid assembly	589.48
07/24/2025	8610 Heartland Business Systems. LLC	Managed IT services	329.60
07/24/2025	8611 Midwest Transit Equipment	Door Switch	298.66
07/24/2025	8612 O'Reilly Auto Parts	Oil stabilizer	159.96
07/24/2025	8613 Pomp's Tire Service, Inc.	Tire disposal fee	603.00
07/24/2025	8614 Stevens Point Auto Center	Spark plugs and wires	103.20
07/24/2025	8615 U.S. Bank	Turbocharger, Allison Subscriptions	4,156.43
07/29/2025	8618 United Way of Portage Cty	United Way	8.00
07/29/2025	8619 WI Council 32 Per Capita Tax Trust	Union Dues	483.32
7/1/2025	Delta Dental	Insurance premiums	751.66
7/3/2025	Payroll	Payroll	43,723.97
7/3/2025	IRS	Payroll Taxes - Fed	14,436.47
7/3/2025	Volunteer Reimbursement	Volunteer Reimbursement	2,520.26
7/3/2025	WI Dept of Revenue	Payroll Taxes - State	2,292.14
7/14/2025	Verizon	Verizon Bill	135.18
7/16/2025	Great America Financ Services	Copier Lease	95.00
7/17/2025	Payroll	Payroll	44,246.21
7/17/2025	Volunteer Reimbursement	Volunteer Reimbursement	2,038.14
7/18/2025	IRS	Payroll Taxes - Fed	14,681.64
7/18/2025	WI Dept of Revenue	Payroll Taxes - State	2,597.57

7/22/2025	Wisconsin Public Service	Utility Payment	2,235.21
7/31/2025	Payroll	Payroll	43,136.17
7/31/2025	Volunteer Reimbursement	Volunteer Reimbursement	3,417.41
	<b>Total of checks listed</b>		<u>291,231.76</u>
	<b>Balance on hand July 31, 2025</b>		<u>1,713,810.66</u>
	Plus uncleared checks		1,740.71
	Less checks previously written clearing this month		-14,331.06
	<b>Ending Cash Balance matching Bank Statements</b>		<b><u><u>1,701,220.31</u></u></b>

Meeting of the Transportation CommissionFinances:

Bank Balance as of August 1, 2025	<b>1,701,220.31</b>
Bank Deposits recorded in August 2025	24,085.26
	<u>1,725,305.57</u>

Checks Issued since the last meeting:

08/01/2025	8616 Employee	Wages	1,548.07
08/01/2025	8617 Employee	Wages	1,054.60
08/01/2025	8620 Ascendance Truck Centers	Oil & Air Filter, Fuel Connector	896.47
08/01/2025	8621 Cintas Corp #442	Uniforms/Facility Supplies	99.64
08/01/2025	8622 City of Stevens Point	Workers Comp Premiums	2,466.66
08/01/2025	8623 Heartland Business Systems. LLC	Laptop	1,725.91
08/01/2025	8624 O'Reilly Auto Parts	Headlight Assembly	204.69
08/01/2025	8625 TJ TJs Tire and Auto	Tires	1,680.00
08/08/2025	8626 Aspirus Medical Group, Inc.	Drug Test, Physical	305.50
08/08/2025	8627 Cintas Corp #442	Uniforms/Facility Supplies	222.38
08/08/2025	8628 Courtesy Cab	July Taxi	418.80
08/08/2025	8629 Dolce Digital Imaging & Printing	Envelopes	180.00
08/08/2025	8630 Employee Resource	Contracted EAP	89.70
08/08/2025	8631 FleetPride	Inline AC drier	48.69
08/08/2025	8632 Gillig LLC	Brake Chamber	1,477.05
08/08/2025	8633 NAPA	Thermometer / Oil	22.45
08/08/2025	8634 Precision Glass and Door	Shelter Glass	253.18
08/08/2025	8635 Spectra Print	Route Maps	851.65
08/08/2025	8636 Transport Refrigeration, Inc.	HVAC repair	87.61
08/08/2025	8637 UWSP Printing & Design	Title IV posters	146.58
08/15/2025	8638 Employee	Wages	1,548.07
08/15/2025	8639 Employee	Wages	1,450.07
08/12/2025	8640 United Way of Portage Cty	United Way	8.00
08/12/2025	8641 WI Council 32 Per Capita Tax Trust	Union Dues	483.32
08/14/2025	8642 Securian Financial	MN Life Insurance Policy #002832L	238.70
08/21/2025	8643 1st Ayd Corporation	Duzitall	949.93
08/21/2025	8644 Advance Auto Parts	Brake Pads	44.99
08/21/2025	8645 Cintas Corp #442	Uniforms/Facility Supplies	280.76
08/21/2025	8646 City of Stevens Point	Fuel, WRS, Insurance, Managed IT Service	87,175.78
08/21/2025	8647 Gillig LLC	Front Air Spring	229.12
08/21/2025	8648 Marshfield Clinic	DOT Random	237.00
08/21/2025	8649 O'Reilly Auto Parts	Brake Pads, Wheel Seal	337.28
08/21/2025	8650 PassioTechnologies LLC - CID 253	Monthly Subscription	911.50
08/21/2025	8651 Star Business Machines Inc.	Quarterly Copier Rental	233.57
08/21/2025	8652 Stevens Point Auto Center	U-Joint	54.12
08/21/2025	8653 U.S. Bank	Fuel Injecters, WIPTA Registration	3,062.53
08/29/2025	8654 Employee	Wages	1,666.96
08/29/2025	8655 Employee	Wages	1,715.80
08/26/2025	8656 United Way of Portage Cty	United Way	8.00
08/28/2025	8657 Advance Auto Parts	Bearing	37.64
08/28/2025	8658 Beaver of Wisconsin	Bus Wash Parts	103.00
08/28/2025	8659 Cintas Corp #442	Uniforms	102.69
08/28/2025	8660 City of Stevens Point	Workers Comp Premiums	3,719.64
08/28/2025	8661 Gillig LLC	Wiiper Blades, Brake Chamber	604.38
08/28/2025	8662 Halron Lubricants Inc	Oil Test Kits	390.00
08/28/2025	8663 Heartland Business Systems. LLC	Managed IT, Antivirus Services	334.30
08/28/2025	8664 Pomp's Tire Service, Inc.	Tires	787.62
08/28/2025	8665 Schierl Inc.	UWSP Pink Week Shirts	100.00
08/28/2025	8666 Stevens Point Auto Center	L Joint	108.24
08/28/2025	8667 ZEP Sales	Cleaning Chemicals	134.30
8/1/2025	IRS	Payroll Taxes - Fed	14,091.52
8/1/2025	Delta Dental	Insurance Premiums	751.66
8/4/2025	WI Dept of Revenue	Payroll Taxes - State	2,457.81
8/12/2025	Verizon	Verizon Bill	135.18
8/14/2025	Payroll	Payroll	44,232.89
8/14/2025	Volunteer Reimbursement	Volunteer Reimbursement	1,018.05

8/15/2025	IRS	Payroll Taxes - Fed	14,563.60
8/15/2025	WI Dept of Revenue	Payroll Taxes - State	2,554.88
8/15/2025	Associated Bank	Plan Fund	135.00
8/18/2025	Great America Financ Services	Copier Lease	95.00
8/21/2025	Wisconsin Public Service	Utility Payment	2,984.00
8/28/2025	Payroll	Payroll	47,058.63
8/28/2025	Volunteer Reimbursement	Volunteer Reimbursement	2,252.60
8/29/2025	IRS	Payroll Taxes - Fed	15,510.07
8/29/2025	WI Dept of Revenue	Payroll Taxes - State	2,750.60
8/29/2025	Associated Bank	Plan Fund	135.00
	<b>Total of checks listed</b>		<u>272,463.47</u>
	<b>Balance on hand August 31, 2025</b>		<u>1,452,842.10</u>
	Plus uncleared checks		10,201.23
	Less checks previously written clearing this month		-2,232.03
	<b>Ending Cash Balance matching Bank Statements</b>		<b>1,460,811.30</b>