



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final Fox Cities Transit Commission

Tuesday, March 22, 2022

3:00 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[22-0353](#) Approval of minutes from previous meeting
Attachments: [Meeting Minutes 22-Feb-2022.pdf](#)
4. **Public Hearings/Apearances**
[22-0354](#) Public Participation on Agenda Items
5. **Action Items**
[22-0355](#) Approval of Payments
Attachments: [February 2022 payments.pdf](#)
[22-0356](#) Approve Award Recommendation for a Valley Transit Support Vehicle
Attachments: [Support Vehicle recommendation.pdf](#)
6. **Information Items**
[22-0357](#) Financial Report
Attachments: [2022 FCTC Monthly Income Statement.pdf](#)
[22-0358](#) Ridership
Attachments: [2022 February Ridership.pdf](#)
[22-0360](#) VTII Service Update
[22-0359](#) Budget Discussion
[22-0361](#) Valley Transit Center Needs Assessment
[22-0362](#) Request for Future Agenda Items

7. Next Meeting Date & Time

- April 12, 2022, 3:00 PM (this meeting should be cancelled)

- April 26, 2022, 3:00 PM

8. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.



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Meeting Minutes - Final Fox Cities Transit Commission

Tuesday, February 22, 2022

3:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

In person attendees: Chairperson Dearborn, Wurdinger, Torrance, Thao, and VandeHey. Yang attended as Schroeder replacement.

Virtual attendees: Nau, Mahoney, Kasimor, Dexter, Firkus and Detienne.

Present: 12 - Kasimor, Dexter, VandeHey, Chairperson Dearborn, Wurdinger, Detienne, Nau, Mahoney, Firkus, Thao, Schroeder and Torrance

Excused: 1 - Patza

3. Approval of minutes from previous meeting

[22-0171](#)

Approval of minutes from previous meeting

Attachments: [Meeting Minutes 25-Jan-2022.pdf](#)

Commissioner Wurdinger moved, seconded by Commissioner Torrance, that the Minutes be approved. Voice Vote. Motion Carried.

4. Public Hearings/Appearances

[22-0172](#)

Public Participation on Agenda Items

Jill Smith, Appleton representing ESTHER spoke during public participation.

5. Action Items

6. Information Items

[22-0173](#)

Approval of Payments

Attachments: [December 2021 payments.pdf](#)

[January 2022 payments.pdf](#)

This action item was moved to information items.

Commissioner Detienne moved, seconded by Commissioner Thao, that the Report Action Item be approved. Voice Vote. Motion Carried.

[22-0174](#)

Financial Report

Attachments: [2022 January Income Statement.pdf](#)

This Presentation was presented.

[22-0175](#)

Ridership and Revenue

Attachments: [2021 December and YE Ridership graphs.pdf](#)
[2022 January Ridership.pdf](#)

This Presentation was presented.

[22-0176](#)

VTII Service update

Discussion attended by Paul Woodward and Justin Running.

This Presentation was discussed.

[22-0177](#)

Request for Future Agenda Items

This Presentation was discussed.

- 7. **Next Meeting Date & Time**
 - March 8, 2022, 3:00 PM - Cancelled
 - March 22, 2022, 3:00 PM

- 8. Adjournment

A motion was made by Commissioner Wurdinger, seconded by Commissioner VandeHey, that this meeting was adjourned.. The motion carried unanimously.

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/2 TO 2022/2	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION	
58071000			VT 5307 Admin						
58071000	615200			Retirement					
002694	RNS COMMUNICATIONS I	72164	0	2022	2 INV P			February Ad purchas	
				ACCOUNT TOTAL		350.00			
58071000	620100			Training/Conferences					
000512	FOX CITIES CHAMBER O	73107	0	2022	2 INV P			Meeting	
				ACCOUNT TOTAL		60.00	pcard		
58071000	620500			Employee Recruitment					
001372	TRANSITTALENT.COM LL	71828	0	2022	2 INV P			Recruitment-Adverti	
002158	CAREERBUILDER	71826	0	2022	2 INV P			December Recruitmen	
002158	CAREERBUILDER	72567	0	2022	2 INV P			Recruitment/Adverti	
						430.32			
999990	EB FOX CITIES EMPLOY	73106	0	2022	2 INV P			Booth for employmen	
				ACCOUNT TOTAL		890.32	pcard		
58071000	630100			Office Supplies					
999990	THE GALLERY COLLECTI	72491	0	2022	2 INV P			Office Supplies	
999990	QUILL CORPORATION	73695	0	2022	2 INV P			office supplies	
999990	QUILL CORPORATION	73756	0	2022	2 INV P			Office Supplies	
						389.56			
				ACCOUNT TOTAL		389.56			
58071000	630200			Subscriptions					
999990	GAN*WINEWSPAPERCIRC	72492	0	2022	2 INV P			Subscription	
				ACCOUNT TOTAL		40.00	pcard		
58071000	630300			Memberships & Licenses					
001640	WISCONSIN EMERGENCY	73111	0	2022	2 INV P			DMA EPAY SERVICE FE	
001640	WISCONSIN EMERGENCY	73112	0	2022	2 INV P			DMA EPAY EPCRA FEES	
						251.13			
				ACCOUNT TOTAL		251.13			
58071000	630400			Postage / Freight					
001583	UNITED STATES POSTAL	73694	0	2022	2 INV P			FCTC postage	
				ACCOUNT TOTAL		2.76	pcard		
58071000	630500			Awards & Recognition					
001198	SAM'S CLUB	72512	0	2022	2 INV P			Retirement	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/2 TO 2022/2									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK	RUN	CHECK	DESCRIPTION
001198 SAM'S CLUB	72527	0	2022 2	INV	P	31.36		pcard	Retirement
						50.34			
						ACCOUNT TOTAL			50.34
58071000 632001									City Copy Charges
001164 RICOH USA, INC.	72931	0	2022 2	INV	P	346.84	022222	552629	
						ACCOUNT TOTAL			346.84
58071000 632002									Outside Printing
001121 QUICK PRINT CENTER,	72496	0	2022 2	INV	P	86.15		pcard	Business cards
001121 QUICK PRINT CENTER,	73757	0	2022 2	INV	P	96.50		pcard	SQ *QUICK PRINT CEN
						182.65			
						ACCOUNT TOTAL			182.65
58071000 632300									Safety Supplies
000274 CINTAS CORPORATION	73753	0	2022 2	INV	P	25.04		pcard	Mats & Safety suppl
						ACCOUNT TOTAL			25.04
58071000 640300									Bank Service Fees
000814 LOOMIS ARMORED US, L	72137	0	2022 2	INV	P	164.02	020922	552378	Armored Service
						ACCOUNT TOTAL			164.02
58071000 640800									Contractor Fees
001237 SHRED-IT USA	72495	0	2022 2	INV	P	90.26		pcard	Shreding service
001771 RED SHOES PR, INC.	72160	0	2022 2	INV	P	2,500.00	020922	552392	February digital ad
001771 RED SHOES PR, INC.	72161	0	2022 2	INV	P	5,996.25	020922	552392	January 2022 market
						8,496.25			
						ACCOUNT TOTAL			8,586.51
58071000 641308									Cellular Phones
000250 CELLCOM APPLETON PCS	73085	0	2022 2	INV	P	186.75		pcard	cellular phones
						ACCOUNT TOTAL			186.75
58071000 642400									Software Support
999990 FIRE PIXEL LLC	72493	0	2022 2	INV	P	612.00		pcard	Website hosting sof
999990 ASANA.COM	73079	0	2022 2	INV	P	2,998.80		pcard	Software maintenanc
999990 YODECK.COM FLIPNODE	73693	0	2022 2	INV	P	383.52		pcard	Digital Display Sof
999990 ASANA.COM	73751	0	2022 2	INV	P	-2,998.80		pcard	Refund for software
						995.52			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/2 TO 2022/2	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION
				ACCOUNT TOTAL					995.52
				ORG 58071000 TOTAL					12,521.44
58072000				VT 5307 vehicle Maintenance					
58072000	630901			Shop Supplies					
000006	ABC BUS, INC.	72885	0	2022	2	INV P			4.86 022222 552563 Parts
000035	AIRGAS USA, LLC	72884	0	2022	2	INV P			54.14 022222 552564 Shop supplies
000262	CHEMSTATION WISCONSI	72882	0	2022	2	INV P			1,664.14 022222 552577 Shop supplies
000866	MENARDS	72525	0	2022	2	INV P			224.98 pcard Shop supplies
001003	NORTHSIDE HARDWARE,	72494	0	2022	2	INV P			8.99 pcard Shop supplies
001333	TARTAN SUPPLY CO., I	72760	0	2022	2	INV P			600.63 pcard January 22 custodia
				ACCOUNT TOTAL					2,557.74
58072000	632200			Gas Purchases					
000763	KWIK TRIP, INC	72888	0	2022	2	INV P			308.07 022222 552605 Jan Fuel
				ACCOUNT TOTAL					308.07
58072000	632601			Repair Parts					
000006	ABC BUS, INC.	72168	0	2022	2	INV P			24.30 020922 552335 Parts
000089	NEW FLYER OF AMERICA	72162	0	2022	2	INV P			204.12 020922 552383 Parts
000089	NEW FLYER OF AMERICA	72163	0	2022	2	INV P			255.24 020922 552383 Parts
									459.36
000561	GENFARE, DIVISION OF	72167	0	2022	2	INV P			1,241.40 020922 552365 Farebox parts
001595	JX TRUCK CENTER	72893	0	2022	2	INV P			625.59 022222 552602 Parts
001595	JX TRUCK CENTER	72894	0	2022	2	INV P			669.36 022222 552602 Parts
001595	JX TRUCK CENTER	72895	0	2022	2	INV P			1,781.64 022222 552602 Parts
									3,076.59
				ACCOUNT TOTAL					4,801.65
58072000	641700			Vehicle Repairs & Maint					
000765	L & S TRUCK CENTER O	72526	0	2022	2	INV P			448.45 pcard Vehicle repairs
001597	NOLTE'S TOWING	72915	0	2022	2	INV P			238.67 022222 552622 Tow Coach 1801
002150	FOX VALLEY TRUCK SER	73752	0	2022	2	INV P			288.41 pcard Vehicle maintenance
				ACCOUNT TOTAL					975.53

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/2 TO 2022/2									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION		
58072000 641800			Equip Repairs & Maint						
001194 SAFETY-KLEEN	72921	0	2022 2 INV P		233.53	022222	552632 Equipment mainten		
001392 U.S. VENTURE, INC	72925	0	2022 2 INV P		145.00	022222	552640 Tank test		
			ACCOUNT TOTAL		378.53				
58072000 642400			Software Support						
002518 S&A SYSTEMS, INC	72933	220160	2022 2 INV P		2,007.00	022222	552631 Software Support		
			ACCOUNT TOTAL		2,007.00				
58072000 643000			Health Services						
001588 THEDACARE, INC.	72158	0	2022 2 INV P		81.60	020922	552418 DOT physicals		
001588 THEDACARE, INC.	72923	0	2022 2 INV P		24.65	022222	552636 DOT Physicals		
					106.25				
			ACCOUNT TOTAL		106.25				
58072000 645100			Laundry Services						
001396 UNIFIRST CORPORATION	73086	0	2022 2 INV P		190.07	pcard	Laundry - multiple		
			ACCOUNT TOTAL		190.07				
58072000 680403 1801			vehicles						
000089 NEW FLYER OF AMERICA	72948	210343	2022 2 INV P		496,415.00	022222	552620 Transit Buses		
000089 NEW FLYER OF AMERICA	72949	210343	2022 2 INV P		496,415.00	022222	552620 Transit Buses		
000089 NEW FLYER OF AMERICA	72950	210343	2022 2 INV P		496,415.00	022222	552620 Transit Buses		
000089 NEW FLYER OF AMERICA	72951	210343	2022 2 INV P		491,075.00	022222	552620 Transit Buses		
000089 NEW FLYER OF AMERICA	72952	210343	2022 2 INV P		491,075.00	022222	552620 Transit Buses		
					2,471,395.00				
			ACCOUNT TOTAL		2,471,395.00				
			ORG 58072000 TOTAL		2,482,719.84				
58073000			VT 5307 Building Maintenance						
58073000 640700			Solid waste/Recycling Pickup						
999990 GFL ENVIRONMENTAL IN	73683	0	2022 2 INV P		200.48	pcard	Jan trash service		
999990 GFL ENVIRONMENTAL IN	73684	0	2022 2 INV P		104.00	pcard	Jan 22 recycling		
999990 GFL ENVIRONMENTAL IN	73685	0	2022 2 INV P		200.48	pcard	Feb 22 trash servic		
999990 GFL ENVIRONMENTAL IN	73686	0	2022 2 INV P		104.00	pcard	Feb 22 recycling		
					608.96				
			ACCOUNT TOTAL		608.96				
58073000 644000			Snow Removal Services						
000773 LAKE SHORE CLEANERS,	72177	0	2022 2 INV P		335.60	020922	552376 Snow removal		
000773 LAKE SHORE CLEANERS,	72178	0	2022 2 INV P		2,194.02	020922	552376 Snow removal TC		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/2 TO 2022/2		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
000773	LAKE SHORE CLEANERS,	72179		0	2022	2 INV P	450.00	020922	552376 Snow removal - shel
							2,979.62		
						ACCOUNT TOTAL	2,979.62		
58073000	645100					Laundry Services			
000274	CINTAS CORPORATION	73083		0	2022	2 INV P	320.74	pcard	Mats - Multiple inv
000274	CINTAS CORPORATION	73084		0	2022	2 INV P	76.47	pcard	Mats - multiple inv
000274	CINTAS CORPORATION	73753		0	2022	2 INV P	33.83	pcard	Mats & Safety suppl
000274	CINTAS CORPORATION	73754		0	2022	2 INV P	160.37	pcard	Mats
							591.41		
						ACCOUNT TOTAL	591.41		
58073000	659900					Other Contracts/Obligation			
002401	CLEAN POWER, LLC	72110		0	2022	2 INV P	869.37	020922	552348 ALL-Janitorial Serv
						ACCOUNT TOTAL	869.37		
						ORG 58073000 TOTAL	5,049.36		
58074000						VT 5307 Operations			
58074000	620100					Training/Conferences			
001611	FOX VALLEY TECHNICAL	72886		0	2022	2 INV P	150.00	022222	552597 CDL testing
						ACCOUNT TOTAL	150.00		
58074000	630300					Memberships & Licenses			
001649	WISCONSIN DEPARTMENT	72866		0	2022	2 INV P	169.50	022222	552652 Title & License 220
001649	WISCONSIN DEPARTMENT	72867		0	2022	2 INV P	169.50	022222	552653 Title & License coa
001649	WISCONSIN DEPARTMENT	72868		0	2022	2 INV P	169.50	022222	552654 Title & License coa
001649	WISCONSIN DEPARTMENT	72869		0	2022	2 INV P	169.50	022222	552655 Title & License coa
001649	WISCONSIN DEPARTMENT	72870		0	2022	2 INV P	169.50	022222	552656 Title & License coa
							847.50		
						ACCOUNT TOTAL	847.50		
58074000	632101					Uniforms			
000316	COONEY'S EMBROIDERY	72170		0	2022	2 INV P	190.00	020922	552351 Uniforms
						ACCOUNT TOTAL	190.00		
58074000	632200					Gas Purchases			
000763	KWIK TRIP, INC	72888		0	2022	2 INV P	525.20	022222	552605 Jan Fuel
001608	GARROW OIL CORPORATI	71888		220095	2022	2 INV P	21,698.81	020222	552276 #1 Ultra Low Sulfur
001608	GARROW OIL CORPORATI	72955		220139	2022	2 INV P	23,362.77	022222	552598 #1 Ultra Low Sulfur
							45,061.58		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/2 TO 2022/2									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK	RUN	CHECK	DESCRIPTION
					ACCOUNT TOTAL		45,586.78		
58074000 632602				Tires					
001926 GOODYEAR TIRE AND RU	72891	0	2022 2	INV	P	372.76	022222		552599 Tires
					ACCOUNT TOTAL		372.76		
58074000 640800				Contractor Fees					
002229 STAR PROTECTION AND	72919	0	2022 2	INV	P	8,137.00	022222		552634 January 2022 servic
002401 CLEAN POWER, LLC	72171	0	2022 2	INV	P	2,819.60	020922		552348 January Level 1 Bus
002401 CLEAN POWER, LLC	72174	0	2022 2	INV	P	94.20	020922		552348 BBP Cleaning
							2,913.80		
					ACCOUNT TOTAL		11,050.80		
58074000 643000				Health Services					
001588 THEDACARE, INC.	72158	0	2022 2	INV	P	163.20	020922		552418 DOT physicals
001588 THEDACARE, INC.	72159	0	2022 2	INV	P	163.20	020922		552419 DOT Physicals
001588 THEDACARE, INC.	72923	0	2022 2	INV	P	296.65	022222		552636 DOT Physicals
001588 THEDACARE, INC.	72924	0	2022 2	INV	P	877.00	022222		552637 DOT Physical
							1,500.05		
					ACCOUNT TOTAL		1,500.05		
58074000 659900				Other Contracts/Obligation					
999990 BHN*GIFTCARDS.COM	72497	0	2022 2	INV	P	2,468.15	pcard		Driver incentive pr
					ACCOUNT TOTAL		2,468.15		
					ORG 58074000 TOTAL		62,166.04		
58075000				Paratransit					
58075000 640800		VT 5307 ADA		Contractor Fees					
001186 RUNNING, INC.	72865	0	2022 2	INV	P	86,772.75	022222		552630 January VTII servic
					ACCOUNT TOTAL		86,772.75		
58075000 641308				Cellular Phones					
001442 VERIZON WIRELESS SER	73755	0	2022 2	INV	P	710.69	pcard		Data services
					ACCOUNT TOTAL		710.69		
					ORG 58075000 TOTAL		87,483.44		
58076000				Ancillary Paratransit					
58076000 640800 1806		VT 5307		Contractor Fees					
001186 RUNNING, INC.	72865	0	2022 2	INV	P	2,160.60	022222		552630 January VTII servic

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/2 TO 2022/2									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION		
			ACCOUNT TOTAL					2,160.60	
58076000 640800 1807 001186 RUNNING, INC.	72865	0	Contractor Fees 2022 2 INV P				January VTII servic	143.85 022222	552630
			ACCOUNT TOTAL					143.85	
58076000 640800 1808 001186 RUNNING, INC.	72860	0	Contractor Fees 2022 2 INV P				January Employment	14,773.22 022222	552630
			ACCOUNT TOTAL					14,773.22	
58076000 640800 1809 001186 RUNNING, INC.	72861	0	Contractor Fees OC Demand Resp 2022 2 INV P				January Rural Servi	11,606.70 022222	552630
			ACCOUNT TOTAL					11,606.70	
58076000 640800 1810 001186 RUNNING, INC.	72863	0	Contractor Fees - OC TANF 2022 2 INV P				January OCHST servi	578.00 022222	552630
			ACCOUNT TOTAL					578.00	
58076000 640800 1813 000528 FOX VALLEY CAB 000528 FOX VALLEY CAB	71875 71876	0 0	Contractor Fees-Neenah DAR 2022 2 INV P 2022 2 INV P				December 2021 NWDAR December 2021 NWDAR	5,134.50 020922 1,081.50 020922	552359 552359
								6,216.00	
001186 RUNNING, INC.	72862	0	2022 2 INV P				January NWDAR servi	2,166.85 022222	552630
			ACCOUNT TOTAL					8,382.85	
58076000 640800 1818 001621 CALUMET COUNTY	72859	0	Contractor Fees-CC Rural 2022 2 INV P				Jan Van Service	301.41 022222	552574
			ACCOUNT TOTAL					301.41	
58076000 640800 1819 001186 RUNNING, INC.	72864	0	Contractor Fees-Connectr Hours 2022 2 INV P				January Connector S	19,354.25 022222	552630
			ACCOUNT TOTAL					19,354.25	
58076000 640800 1820 001186 RUNNING, INC.	72864	0	Contractor Fees-Connector Area 2022 2 INV P				January Connector S	5,790.50 022222	552630
			ACCOUNT TOTAL					5,790.50	
58076000 659900 001600 LUTHERAN SOCIAL SERV	72136	0	Other Contracts/Obligation 2022 2 INV P				2021 4th Quarter MM	19,523.00 020922	552379
			ACCOUNT TOTAL					19,523.00	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2022/2 TO 2022/2		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
				ORG 58076000	TOTAL		82,614.38	
58079000			VT COVID-19		Response			
58079000	659900				Other Contracts/Obligation			
999990	ZOOM.US	888-799-9666	73078	0	2022 2 INV P		10.00 pcard	Teleconference soft
					ACCOUNT TOTAL		10.00	
				ORG 58079000	TOTAL		10.00	
FUND 580		valley Transit		TOTAL:			2,732,564.50	

** END OF REPORT - Generated by Debra Ebben **



Date: March 14, 2022

To: Fox Cities Transit Commission
City of Appleton Common Council

From: Ron McDonald

Re: **Award Recommendation for a Valley Transit Support Vehicle**

BACKGROUND

In conducting Valley Transit services throughout the Fox Cities, staff is required to provide support services on a daily basis. Examples include servicing and auditing pass outlets.

It is necessary to replace a 2006 support vehicle at this time.

Valley transit budgeted sufficient funds for a support vehicle.

ANALYSIS

The State of Wisconsin DOA, Division of Enterprise Operations, State of Bureau of Procurement successfully completed a solicitation that was competitively bid and designated as a cooperative purchasing contract, allowing municipalities to use this purchasing contract.

Bids meeting the minimum requirements delineated above were received by the State contract. Low to High bids were received for similar vehicles.

A System for Award Management (SAM) report was printed for Ford Motor and Ewald Ford. Neither is suspended or debarred from Federal contracts.

The City of Appleton Central Equipment Division and Milwaukee County Transit regularly purchases fleet vehicles through the State contract.

FISCAL IMPACT

Valley Transit budgeted sufficient funds for a support vehicle in the 2022 budget. Ewald's Hartford Ford, 363833 E. Wisconsin Ave., Oconomowoc, WI 53067 submitted the lowest bid at \$29,114.

Valley Transit has sufficient fund balances with the budget.

RECOMMENDATION

Staff recommends authorization for Valley Transit to issue a Purchase Order to Ewald's Ford for a (Fleet) 2022 Ford Escape (U9H) SEL AWD for \$29,114.



Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Vehicle: [Fleet] 2022 Ford Escape (U9H) SEL AWD (✔ Complete)

Quote Worksheet

	MSRP
Base Price	\$34,090.00
Dest Charge	\$1,245.00
Total Options	\$207.00
Subtotal	\$35,542.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$6,428.00)
Subtotal Discount	(\$6,428.00)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$29,114.00
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$29,114.00

Comments:

2022 Ford Escape SEL Awd to your specs as detailed. Registration fees are not included. Delivery can be anticipated 210 days plus from receipt of your order.

Dealer Signature / Date

Customer Signature / Date

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Data Version: 15980. Data Updated: Mar 10, 2022 11:19:00 PM PST.

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For two months Ending February 28, 2022

Description	Month of February Actual	Prior Year February	YTD As of February Actual	Prior YTD February	2022 Amended Budget	2022 % of Total Budget
REVENUES						
Bus Fare Revenue	14,257	29,128	38,536	43,338	858,843	4.49%
Paratransit Fare Revenue	10,301	36,530	41,896	66,640	702,530	5.96%
Total Fare Revenue	24,558	65,658	80,432	109,978	1,561,373	5.15%
Other Charges for Service	6,509	1,600	6,509	1,600	65,000	10.01%
Other Revenues	-	724	500	1,263	14,000	3.57%
TOTAL REVENUES	31,067	67,982	87,441	112,841	1,640,373	5.33%
EXPENSES BY LINE ITEM						
Regular Salaries & Labor pool alloc	256,082	209,649	364,094	329,201	3,288,821	11.07%
Overtime	11,743	34,226	23,818	55,412	76,153	31.28%
Incentive Pay	-	-	-	-	1,335	0.00%
Other Compensation	-	-	-	-	-	-
Fringes	86,972	86,992	147,101	152,708	1,335,129	11.02%
Unemployment Compensation	-	3,913	-	7,885	-	-
Salaries & Fringe Benefits	354,797	334,780	535,013	545,206	4,701,438	11.38%
Training & Conferences	210	217	210	990	27,200	0.77%
Employee Recruitment	890	397	1,050	397	4,200	25.00%
Office Supplies	390	877	433	1,123	5,400	8.02%
Subscriptions	40	356	63	716	3,925	1.61%
Memberships & Licenses	1,099	286	8,975	7,301	20,016	44.84%
Postage & Freight	3	58	159	58	3,700	4.30%
Awards & Recognition	50	-	50	-	930	5.38%
Food & Provisions	-	-	-	54	1,240	0.00%
Insurance	-	-	153,932	133,064	222,790	69.09%
Insurance dividend & return of surplus	-	-	-	-	-	-
Depreciation Expense	-	-	-	-	1,230,534	0.00%
Administrative Expenses	2,682	2,191	164,872	143,703	1,519,935	10.85%
Landscape Supplies	-	-	-	-	1,500	0.00%
Shop Supplies & Tools (& misc)	2,558	4,083	9,184	6,508	55,450	16.56%
Printing & Reproduction	530	241	530	1,062	27,070	1.96%
Uniforms	190	136	190	1,085	9,280	2.05%
Gas Purchases	45,895	15,026	77,733	45,945	572,500	13.58%
Safety Supplies	25	158	2,042	1,582	500	408.40%
Vehicle & Equipment Parts	5,175	12,171	9,842	12,887	205,500	4.79%
Miscellaneous Equipment	-	-	-	-	25,100	0.00%
Signs	-	1,107	180	1,107	12,000	1.50%
Supplies & Materials	54,373	32,922	99,701	70,176	908,900	10.97%
Accounting/Audit	-	-	-	-	9,930	0.00%
Bank Services	164	(78)	296	160	6,500	4.55%
Consulting Services	-	2,155	-	2,155	-	-
Solid Waste/Recycling	609	283	609	283	5,060	12.04%

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For two months Ending February 28, 2022

Description	Month of February Actual	Prior Year February	YTD As of February Actual	Prior YTD February	2022 Amended Budget	2022 % of Total Budget
Contractor Fees	167,848	229,220	326,781	414,709	3,977,037	8.22%
Advertising	-	1,164	-	1,164	50,309	0.00%
Health Services	1,606	938	1,606	1,102	9,200	17.46%
Snow Removal Services	2,980	3,285	2,980	3,285	39,000	7.64%
Laundry Services	781	645	1,588	1,399	10,000	15.88%
Other Contracts/Obligations	22,871	16,177	24,517	1,715	100,478	24.40%
Purchased Services	196,859	253,789	358,377	425,972	4,207,514	8.52%
Electric	-	-	5,310	5,192	51,481	10.31%
Gas	-	-	5,260	2,460	17,500	30.06%
Water	-	161	-	161	7,850	0.00%
Waste Disposal/Collection	-	66	-	66	3,200	0.00%
Stormwater	-	676	-	676	9,401	0.00%
Telephone	897	465	1,824	1,514	17,700	10.31%
Utilities	897	1,368	12,394	10,069	107,132	11.57%
Building Repair & Maintenance	-	400	-	400		
Vehicle Repair & Maintenance	976	816	1,763	816	10,050	17.54%
Equipment Repair & Maintenance	379	2,038	379	2,133	13,674	2.77%
FMD Charges & Material	-	9,056	8,013	17,854	142,503	5.62%
Software Support	3,003	3,286	79,583	53,372	122,690	64.87%
Repairs & Maintenance	4,358	15,596	89,738	74,575	288,917	31.06%
Total Operating Expenses	613,966	640,646	1,260,095	1,269,701	11,733,836	10.74%
OPERATING INCOME (LOSS)	(582,899)	(572,664)	(1,172,654)	(1,156,860)	(10,093,463)	
NON-OPERATING REVENUES						
Federal Support	-	-	-	-	10,873,310	0.00%
State Support	-	-	-	-	2,959,167	0.00%
Appleton Support	-	-	-	-	725,763	0.00%
Other Local Support	2,244	24,211	36,287	47,993	2,014,910	1.80%
Investment Income	-	757	-	6,819	12,500	0.00%
Donations	-	4,167	4,163	8,830	63,386	6.57%
Fund Balance Applied	-	-	-	-	-	-
TOTAL NON-OPERATING REVENUE	2,244	29,135	40,450	63,642	16,649,036	0.24%
Buildings	-	2,339	1,044	18,569	7,500,000	0.01%
Machinery & Equipment	-	-	10,379	-	-	0.00%
Furniture & Fixtures	-	-	-	-	-	0.00%
Vehicles	2,471,395	-	2,471,395	30,032	50,000	0.00%
Capital Expenditures	2,471,395	2,339	2,482,818	48,601	7,550,000	32.89%
NET INCOME (LOSS)	(3,052,050)	(545,868)	(3,615,022)	(1,141,819)	(994,427)	

City of Appleton
PURCHASED TRANSPORTATION
For two months Ending February 28, 2022

Description	Month of February Actual	Prior Year February	YTD As of February Actual	Prior YTD February	2022 Amended Budget	2022 % of Total Budget
PURCHASED TRANSPORTATION EXPENSE						
VTII - Disabled	82,699	97,635	171,860	177,692	2,052,750	8.37%
VTII - Elderly	2,267	2,228	5,052	3,727	62,480	8.09%
PT - Optional (Sunday)	303	231	678	356	17,850	3.80%
Family Care Employment Transportation	-	33,229	-	65,328	613,360	0.00%
Outagamie County Demand Response Rural	28,014	20,458	41,505	38,602	275,007	15.09%
Outagamie County Human Services Transportation	510	748	1,088	1,156	11,900	9.14%
Neenah Dial - A - Ride	3,087	7,420	5,782	14,743	192,423	3.00%
Calumet County Van Service	1,821	6,147	3,895	6,147	27,666	14.08%
Connector - Extended Service Hours	24,231	24,905	48,307	48,073	412,000	11.73%
Connector - Extended Service Area	5,279	9,239	11,614	16,660	141,625	8.20%
Downtown Trolley	-	-	-	-	32,554	0.00%
Total Purchased Transportation	148,211.00	202,240	289,781	372,484	3,839,615	7.55%

Total Passengers

50,868

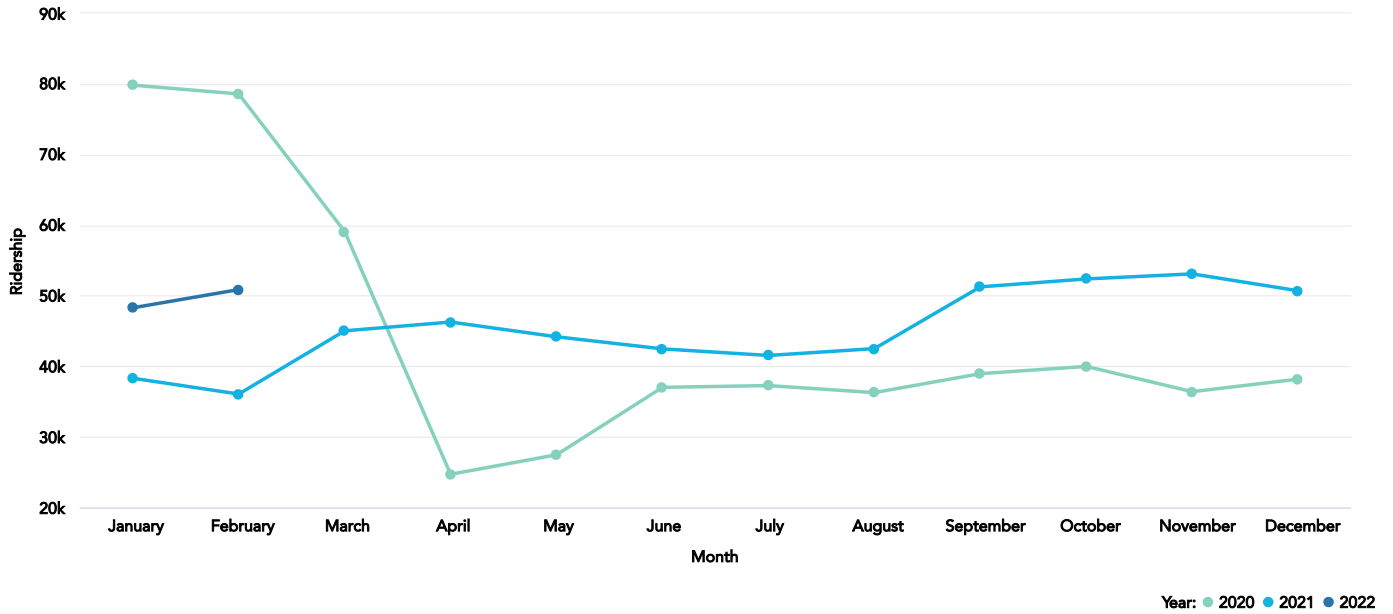
↑ 41%
change

36,073
prev. year

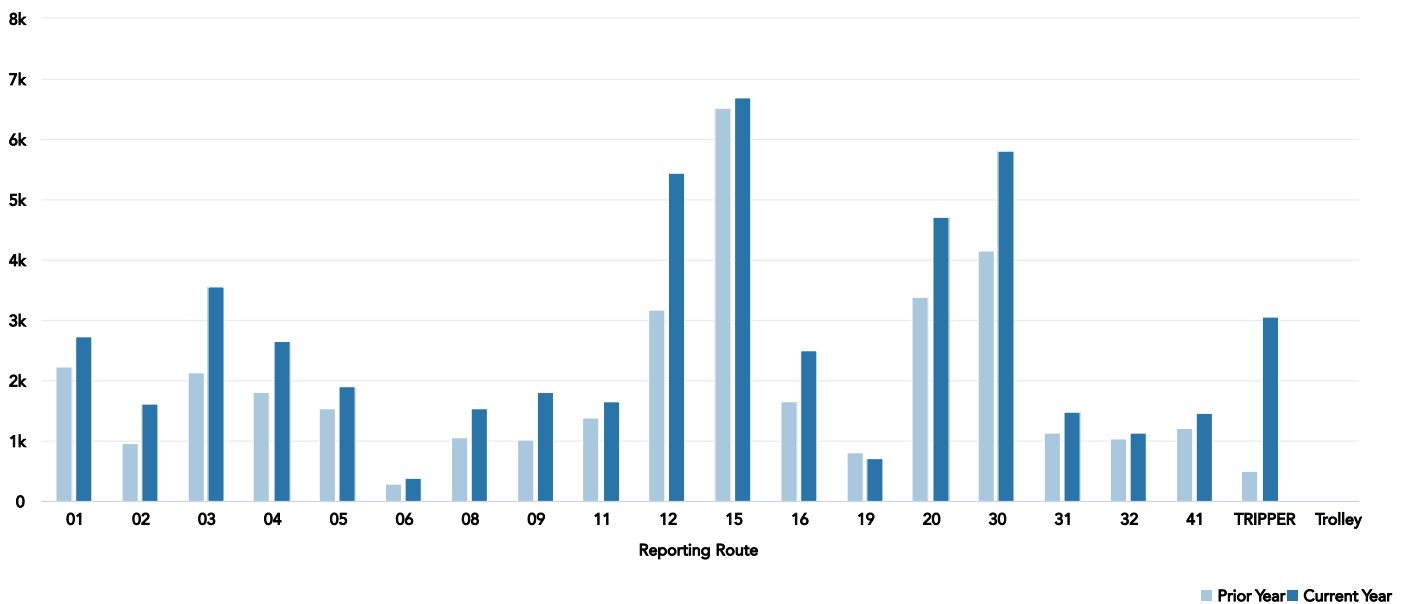
Monthly Fare Group Trend

Fare Group Desc	Prior Year	Current Year ▼	% Change
Passes & Tickets	17,253	23,607	36.8%
AASD	3,862	10,716	177.5%
Cash	7,359	7,739	5.2%
Transfers	7,606	7,501	-1.4%
FVTC	1,744	3,449	97.8%
Free	414	1,136	174.4%
Lawrence University	-	337	-

Monthly Ridership Trend by Year



Monthly Ridership by Route

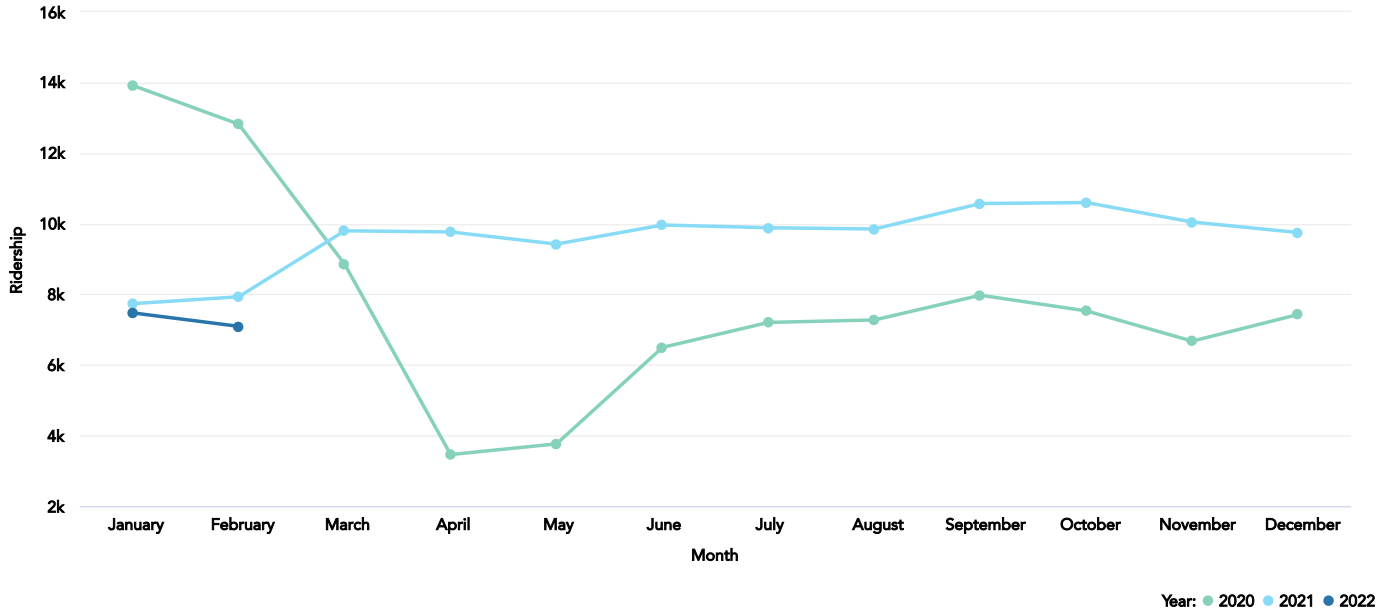


Total Passengers

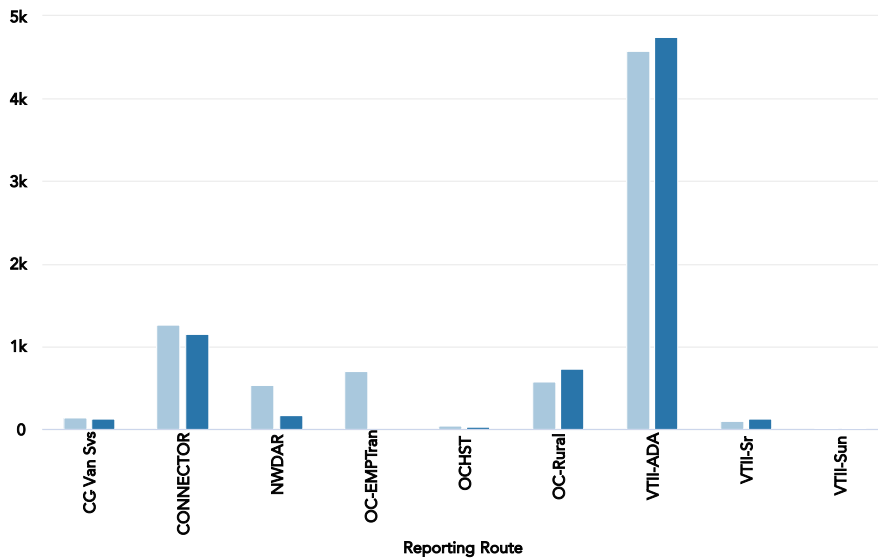
7,093

-11% change | 7,931 prev. year

Ridership Trend by Year



Monthly Ridership by Route



Change in Rides by Program

Reporting Route	Prior Year	Current Year ▼	% Change
VTII-ADA	4,581	4,748	3.65%
CONNECTOR	1,260	1,146	-9.05%
OC-Rural	569	732	28.65%
NWDAR	530	169	-68.11%
VTII-Sr	102	129	26.47%
CC-Van Svs	141	122	-13.48%
OCHST	44	30	-31.82%
VTII-Sun	8	17	112.50%
OC-EMPTran	696	-	-100.00%

■ Prior Year ■ Current Year