



# City of Appleton

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

## Meeting Agenda - Final Fox Cities Transit Commission

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Tuesday, May 25, 2021

3:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting  
[21-0704](#) Approval of minutes from previous meeting  
**Attachments:** [Meeting Minutes 27-Apr-2021.pdf](#)
4. **Public Hearings/Appearances**  
[21-0532](#) Public Participation on Agenda Items
5. **Action Items**  
[21-0705](#) Approval of Payments  
**Attachments:** [April 2021 payments.pdf](#)
6. **Information Items**  
[21-0706](#) Financial Report  
**Attachments:** [2021 April Income Statement.pdf](#)  
[21-0707](#) Ridership and Revenue  
**Attachments:** [2021 April Ridership.pdf](#)  
[21-0708](#) Service Updates  
[21-0709](#) Table of Organization  
**Attachments:** [Table of Organization March 2021.pdf](#)  
[21-0710](#) COVID-19 Update  
[21-0711](#) Fox Cities Transit Commission Meeting Transition to City Hall  
[21-0712](#) Fox Cities Transit Commissioner/VT General Manager Meetings

[21-0713](#) Request for Future Agenda Items

**7. Next Meeting Date & Time**

**- June 8, 2021, 3:00 PM**

**- June 22, 2021, 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.*



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
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## Meeting Minutes - Final Fox Cities Transit Commission

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Tuesday, April 27, 2021

3:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order
2. Welcome new members
  - Mike Patza, Town of Grand Chute
  - Maiyoua Thao, City of Appleton
  - Brad Firkus, City of Appleton

3. Roll call of membership

*Commissioner Mahoney arrived at 3:37 pm.*

**Present:** 13 - Kasimor, Dexter, VandeHey, Chairperson Dearborn, Stephenson, Wurdinger, Detienne, Nau, Mahoney, Leupold, Firkus, Thao and Patza

4. Approval of minutes from previous meeting

[21-0531](#)

Approval of minutes from previous meeting

**Attachments:** [MeetingMinutes 9-Mar-2021.pdf](#)

**Commissioner Wurdinger moved, seconded by Commissioner Stephenson, that the Minutes be approved. Voice Vote. Commissioner Patza abstained. Motion Carried.**

5. **Public Hearings/Appearances**

[21-0532](#)

Public Participation on Agenda Items

*No public participation on agenda items*

6. **Action Items**

[21-0533](#)

Election of Chair and Vic-Chair, Meeting Date and Time, Designate Ronald McDonald as the Contact Person for the Commission

George Dearborn nominated for Chair by Commissioner Wurdinger. Approved unanimously.

Joe Stephenson nominated for Vice-Chair by Commissioner Detienne. Approved unanimously.

The Fox Cities Transit Commission will meet on the second and fourth Tuesday of each month at 3:00 PM, except September and December 2021, meetings will be the first and third Tuesday at 3:00 PM.

Ronald McDonald is designated as the contact person for the Commission.

[21-0535](#)

Approval to Award the Design Contract for the 2021 Valley Transit Whitman Avenue Facility Renovation Project to Kueny, LLC.

**Attachments:** [2021 Valley Transit \(Whitman Ave\) Facility Remodeling Professional Services.pdf](#)

Commissioner Firkus moved, seconded by Commissioner Dexter, that the Report Action Item be recommended for approval. Voice Vote. Motion Carried.

[21-0536](#)

Approval to Issue a Purchase Order for 5-New Flyer Xcelsior Buses

**Attachments:** [Request Authorization fo Issue PO for Buses 04.2021.pdf](#)

Commissioner Kasimor moved, seconded by Commissioner Detienne, that the Report Action Item be recommended for approval. Voice Vote. Motion Carried.

[21-0537](#)

Approval to Issue a Purchase Order for Replacement Bus Stop Signs

**Attachments:** [Award Recommendation VT21-001 Signs.pdf](#)  
[Bus Stop Sign Bid Matrix.pdf](#)

Commissioner Firkus moved, seconded by Commissioner Wurdinger, that the Report Action Item be recommended for approval. Voice Vote. Motion Carried.

[21-0538](#)

Authorization to Establish a Free-Fare for "Service Connected" Disabled Veterans

**Attachments:** [Memo for Disabled Vet Free Fare 04.21.2021.pdf](#)  
[VA Ltr for VT.pdf](#)

Commissioner Detienne moved, seconded by Commissioner VandeHey, that the Report Action Item be recommended for approval. Voice Vote. Motion Carried.

## 7. Information Items

[21-0534](#)

Approval of Payments

**Attachments:** [February 2021 payments.pdf](#)  
[March 2021 payments.pdf](#)

*This action item was moved to information items*

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

[21-0539](#)

Financial Report

**Attachments:** [February 2021 Income Statement corrected pages.pdf](#)  
[February 2021 Income Statement.pdf](#)  
[March 2021 Income Statement corrected pages.pdf](#)  
[March 2021 Income Statement.pdf](#)

**This Presentation was presented**

[21-0540](#)

Ridership and Revenue

**Attachments:** [2021 February Ridership.pdf](#)  
[2021 February Ridership corrected page.pdf](#)  
[2021 March Ridership.pdf](#)  
[2021 March Ridership corrected page.pdf](#)

**This Presentation was presented**

[21-0541](#)

2021 First Quarter KPI

**Attachments:** [2021 Q1.pdf](#)

**This Presentation was presented**

[21-0542](#)

Valley Transit COVID-19 Update - PASP Testing Results

**Attachments:** [PASP Testing Results.pdf](#)

**This Presentation was presented**

[21-0543](#)

Request for Future Agenda Items

**This Presentation was discussed**

- 8. Next Meeting Date & Time**  
**- May 11, 2021, 3:00 PM - Cancelled**  
**- May 25, 2021, 3:00 PM**

9. Adjournment

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

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2021/4 TO 2021/4	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
58071000			VT 5307 Admin				
58071000	620100						
999990	WWW.PROJECTACTION.CO	54075	0	2021 4	INV P	25.00 pcard	Training
						ACCOUNT TOTAL	25.00
58071000	620500						
002158	CAREERBUILDER	53059	0	2021 4	INV P	286.88 041421	547905 April Career Builde
						ACCOUNT TOTAL	286.88
58071000	630100						
999990	QUILL CORPORATION	55193	0	2021 4	INV P	124.46 pcard	Office Supplies
						ACCOUNT TOTAL	124.46
58071000	630200						
000999	NORTHERN MUSICAST, I	55160	0	2021 4	INV P	135.00 pcard	Service 4/21 throug
						ACCOUNT TOTAL	135.00
58071000	630300						
999990	FOX VALLEY SHRM	55218	0	2021 4	INV P	30.00 pcard	Membership
						ACCOUNT TOTAL	30.00
58071000	630400						
000460	FEDEX - FEDERAL EXPR	55159	0	2021 4	INV P	62.18 pcard	Shipping
000460	FEDEX - FEDERAL EXPR	55192	0	2021 4	INV P	124.36 pcard	Postage
000460	FEDEX - FEDERAL EXPR	55263	0	2021 4	INV P	73.19 pcard	Postage
						259.73	
001583	UNITED STATES POSTAL	55262	0	2021 4	INV P	5.50 pcard	Postage
						ACCOUNT TOTAL	265.23
58071000	630700						
001198	SAM'S CLUB	55217	0	2021 4	INV P	53.88 pcard	Supplies
999990	MAD APPLE BURGER & B	54140	0	2021 4	INV P	45.30 pcard	New supervisor
						ACCOUNT TOTAL	99.18
58071000	631603						
000763	KWIK TRIP, INC	54176	0	2021 4	INV P	7.98 pcard	Supplies
001198	SAM'S CLUB	55217	0	2021 4	INV P	14.98 pcard	Supplies
						ACCOUNT TOTAL	22.96
58071000	632001						City Copy Charges

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2021/4 TO 2021/4										
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK	RUN	CHECK	DESCRIPTION	
001164 RICOH USA, INC.	53826	0	2021 4	INV	P	383.18	042821	548166		
001164 RICOH USA, INC.	53827	0	2021 4	INV	P	371.41	042821	548166		
						754.59				
						ACCOUNT TOTAL				754.59
58071000 632002									Outside Printing	
001121 QUICK PRINT CENTER,	55194	0	2021 4	INV	P	187.95	pcard		Tickets & business	
						ACCOUNT TOTAL				187.95
58071000 632300									Safety Supplies	
001198 SAM'S CLUB	55217	0	2021 4	INV	P	29.96	pcard		Supplies	
						ACCOUNT TOTAL				29.96
58071000 632800									Signs	
001942 APPLETON SIGN COMPAN	53048	0	2021 4	INV	P	2,300.00	041421	547893	Production and inst	
						ACCOUNT TOTAL				2,300.00
58071000 640300									Bank Service Fees	
000814 LOOMIS ARMORED US, L	52873	0	2021 4	INV	P	141.26	040721	547836	Armored Car Service	
						ACCOUNT TOTAL				141.26
58071000 640800									Contractor Fees	
001771 RED SHOES PR, INC.	52820	0	2021 4	INV	P	4,492.50	040721	547855	March Marketing Ser	
001771 RED SHOES PR, INC.	54835	0	2021 4	INV	P	3,747.50	050521	548269	April marketing eff	
						8,240.00				
						ACCOUNT TOTAL				8,240.00
58071000 641200									Advertising	
001573 4IMPRINT, INC.	55189	0	2021 4	INV	P	362.76	pcard		Marketing items	
						ACCOUNT TOTAL				362.76
58071000 641301									Electric	
001575 WE ENERGIES	532	0	2021 4	INV	P	4,126.46	042821	548200	ELEC 707600246-0000	
						ACCOUNT TOTAL				4,126.46
58071000 641302									Gas	
001575 WE ENERGIES	532	0	2021 4	INV	P	1,449.05	042821	548200	GAS 707600246-00001	
						ACCOUNT TOTAL				1,449.05
58071000 641308									Cellular Phones	
002272 U.S. CELLULAR	55158	0	2021 4	INV	P	237.00	pcard		March service	



INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2021/4 TO 2021/4	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
				ACCOUNT TOTAL			237.00	
58071000 642400	999990 FIRE PIXEL LLC	55161	0	Software Support	2021 4 INV P		225.00 pcard	website service
				ACCOUNT TOTAL			225.00	
58071000 643000	001588 THEDACARE, INC.	53042	0	Health Services	2021 4 INV P		79.05 041421	547964 DOT Physicals
				ACCOUNT TOTAL			79.05	
				ORG 58071000 TOTAL			19,121.79	
58072000				VT 5307 Vehicle Maintenance				
58072000 630901				Shop Supplies				
000759	KUNDINGER FLUID POWE	54197	0	2021 4 INV P			274.39 pcard	Supply
001003	NORTHSIDE HARDWARE,	55186	0	2021 4 INV P			5.85 pcard	Supplies
001194	SAFETY-KLEEN	53678	0	2021 4 INV P			224.83 042121	548063 Shop supplies
001316	SUPERIOR CHEMICAL CO	53045	0	2021 4 INV P			255.78 041421	547958 Shop supplies
001316	SUPERIOR CHEMICAL CO	53046	0	2021 4 INV P			141.46 041421	547958 Shop supplies
001316	SUPERIOR CHEMICAL CO	53047	0	2021 4 INV P			678.48 041421	547958 Shop supplies
							1,075.72	
001655	AUTOMOTIVE SUPPLY CO	53668	0	2021 4 INV P			701.68 042121	548000 Tools and Supplies
001655	AUTOMOTIVE SUPPLY CO	53671	0	2021 4 INV P			619.67 042121	548000 Parts & Supplies
001655	AUTOMOTIVE SUPPLY CO	54775	0	2021 4 INV P			36.00 050521	548226 Parts & supply
							1,357.35	
999990	THE HOME DEPOT	4903 55233	0	2021 4 INV P			324.42 pcard	Shop supplies
				ACCOUNT TOTAL			3,262.56	
58072000 630902	001607 GRAINGER, INC.	55155	0	Tools & Instruments	2021 4 INV P		102.89 pcard	Tools
001655	AUTOMOTIVE SUPPLY CO	53668	0	2021 4 INV P			27.26 042121	548000 Tools and Supplies
				ACCOUNT TOTAL			130.15	
58072000 632200	000763 KWIK TRIP, INC	52876	0	Gas Purchases	2021 4 INV P		262.74 040721	547833 March fuel
				ACCOUNT TOTAL			262.74	
58072000 632601				Repair Parts				

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2021/4 TO 2021/4										
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK	RUN	CHECK	DESCRIPTION	
000089 NEW FLYER OF AMERICA	52811	0	2021	4	INV	P	2,073.76	040721	547847	Parts
000089 NEW FLYER OF AMERICA	52814	0	2021	4	INV	P	339.46	040721	547848	Parts
000089 NEW FLYER OF AMERICA	52815	0	2021	4	INV	P	456.86	040721	547848	Parts
000089 NEW FLYER OF AMERICA	52816	0	2021	4	INV	P	848.65	040721	547848	Parts
000089 NEW FLYER OF AMERICA	52817	0	2021	4	INV	P	1,951.58	040721	547848	Parts
000089 NEW FLYER OF AMERICA	52818	0	2021	4	INV	P	127.96	040721	547848	Parts
000089 NEW FLYER OF AMERICA	53036	0	2021	4	INV	P	55.36	041421	547942	Parts
000089 NEW FLYER OF AMERICA	53037	0	2021	4	INV	P	131.65	041421	547942	Parts
000089 NEW FLYER OF AMERICA	53675	0	2021	4	INV	P	167.14	042121	548050	Parts
000089 NEW FLYER OF AMERICA	54823	0	2021	4	INV	P	263.30	050521	548260	Parts
000089 NEW FLYER OF AMERICA	54824	0	2021	4	INV	P	94.14	050521	548260	Parts
000089 NEW FLYER OF AMERICA	54825	0	2021	4	INV	P	19.72	050521	548260	Parts
000089 NEW FLYER OF AMERICA	54826	0	2021	4	INV	P	539.12	050521	548260	Parts
000089 NEW FLYER OF AMERICA	54827	0	2021	4	INV	P	151.98	050521	548260	Parts
000089 NEW FLYER OF AMERICA	54828	0	2021	4	INV	P	392.96	050521	548260	Parts
000089 NEW FLYER OF AMERICA	54829	0	2021	4	INV	P	58.50	050521	548260	Parts
000089 NEW FLYER OF AMERICA	54830	0	2021	4	INV	P	310.19	050521	548260	Parts
000089 NEW FLYER OF AMERICA	54831	0	2021	4	INV	P	2,260.66	050521	548260	Parts
000089 NEW FLYER OF AMERICA	54832	0	2021	4	INV	P	339.46	050521	548260	Parts
000089 NEW FLYER OF AMERICA	54833	0	2021	4	INV	P	74.81	050521	548260	Parts
000089 NEW FLYER OF AMERICA	54834	0	2021	4	INV	P	1,210.24	050521	548260	Parts
							11,867.50			
000569 GILLIG LLC	54778	0	2021	4	INV	P	2,162.28	050521	548241	Parts
000913 MOHAWK MANUFACTURING	53674	0	2021	4	INV	P	113.80	042121	548045	Parts
001595 JX TRUCK CENTER	53035	0	2021	4	INV	P	126.92	041421	547925	Parts
001595 JX TRUCK CENTER	53676	0	2021	4	INV	P	257.76	042121	548031	Parts
001595 JX TRUCK CENTER	54821	0	2021	4	INV	P	384.85	050521	548245	Parts
001595 JX TRUCK CENTER	54822	0	2021	4	INV	P	384.85	050521	548245	Parts
							1,154.38			
001655 AUTOMOTIVE SUPPLY CO	53671	0	2021	4	INV	P	923.14	042121	548000	Parts & Supplies
001655 AUTOMOTIVE SUPPLY CO	54775	0	2021	4	INV	P	519.36	050521	548226	Parts & supply
							1,442.50			
001791 RADIO ENGINEERING IN	55187	0	2021	4	INV	P	334.20	pcard		Parts
001791 RADIO ENGINEERING IN	55188	0	2021	4	INV	P	574.57	pcard		Parts
							908.77			
001901 DOUBLEMAP, INC.	53673	0	2021	4	INV	P	685.00	042121	548014	APC Hardware
001901 DOUBLEMAP, INC.	54776	0	2021	4	INV	P	1,278.00	050521	548237	Parts
001901 DOUBLEMAP, INC.	54777	0	2021	4	INV	P	899.97	050521	548237	Parts
							2,862.97			
001983 AMAZON	54128	0	2021	4	INV	P	28.05	pcard		Tablet part

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2021/4 TO 2021/4									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK	RUN	CHECK	DESCRIPTION
ACCOUNT TOTAL						20,540.25			
58072000 641700									
000013 ACCURATE SUSPENSION	54774	0	2021 4	INV	P	334.00	050521	548219	Bus repair
001597 NOLTE'S TOWING	54817	0	2021 4	INV	P	223.17	050521	548261	Tow 1939
ACCOUNT TOTAL						557.17			
58072000 641800									
000172 BAYCOM, INC.	54812	0	2021 4	INV	P	56.00	050521	548227	Radio work
000172 BAYCOM, INC.	54813	0	2021 4	INV	P	84.00	050521	548227	Radio repairs
						140.00			
ACCOUNT TOTAL						140.00			
58072000 643000									
001588 THEDACARE, INC.	53041	0	2021 4	INV	P	65.45	041421	547963	DOT Physicals
ACCOUNT TOTAL						65.45			
58072000 645100									
001396 UNIFIRST CORPORATION	54142	0	2021 4	INV	P	26.29	pcard		Uniforms
001396 UNIFIRST CORPORATION	55162	0	2021 4	INV	P	241.61	pcard		Uniforms multiple i
						267.90			
ACCOUNT TOTAL						267.90			
58072000 680403 1801									
000089 NEW FLYER OF AMERICA	52990	200550	2021 4	INV	P	491,074.53	040721	547846	New Flyer 35ft. Hea
ACCOUNT TOTAL						491,074.53			
ORG 58072000 TOTAL						516,300.75			
58073000									
58073000 640700									
999990 GFL ENVIRONMENTAL IN	55238	0	2021 4	INV	P	179.00	pcard		Trash April
999990 GFL ENVIRONMENTAL IN	55239	0	2021 4	INV	P	104.00	pcard		Recycling April
						283.00			
ACCOUNT TOTAL						283.00			
58073000 644000									
000773 LAKE SHORE CLEANERS,	53039	0	2021 4	INV	P	90.00	041421	547929	Snow removal
000773 LAKE SHORE CLEANERS,	53040	0	2021 4	INV	P	169.85	041421	547929	Snow removal
						259.85			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2021/4 TO 2021/4										
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION		
ACCOUNT TOTAL									259.85	
58073000 645100								Laundry Services		
000274 CINTAS CORPORATION	55156	0	2021 4	INV	P			284.49 pcard		Mats
000274 CINTAS CORPORATION	55157	0	2021 4	INV	P			63.91 pcard		Mats
000274 CINTAS CORPORATION	55190	0	2021 4	INV	P			452.52 pcard		Mats
000274 CINTAS CORPORATION	55191	0	2021 4	INV	P			101.49 pcard		Mats
								<b>902.41</b>		
ACCOUNT TOTAL									902.41	
58073000 659900								Other Contracts/Obligation		
002401 CLEAN POWER, LLC	52798	0	2021 4	INV	P			844.04 040721		547798 April, 2021 Janitor
ACCOUNT TOTAL									844.04	
ORG 58073000 TOTAL									2,289.30	
58074000								VT 5307 Operations		
58074000 632101								Uniforms		
000316 COONEY'S EMBROIDERY	53043	0	2021 4	INV	P			311.00 041421		547912 Uniforms
000316 COONEY'S EMBROIDERY	53044	0	2021 4	INV	P			40.00 041421		547912 Embroider Logo
								<b>351.00</b>		
001396 UNIFIRST CORPORATION	54142	0	2021 4	INV	P			174.80 pcard		Uniforms
001396 UNIFIRST CORPORATION	55162	0	2021 4	INV	P			135.64 pcard		Uniforms multiple i
								<b>310.44</b>		
ACCOUNT TOTAL									661.44	
58074000 632200								Gas Purchases		
000763 KWIK TRIP, INC	52876	0	2021 4	INV	P			1,249.53 040721		547833 March fuel
ACCOUNT TOTAL									1,249.53	
58074000 632800								Signs		
001942 APPLETON SIGN COMPAN	54773	0	2021 4	INV	P			2,365.00 050521		548223 Bus shelter logos
ACCOUNT TOTAL									2,365.00	
58074000 640800								Contractor Fees		
002229 STAR PROTECTION AND	53677	0	2021 4	INV	P			3,800.00 042121		548069 TC Security service
002229 STAR PROTECTION AND	54816	0	2021 4	INV	P			3,800.00 050521		548274 TC Security Service
								<b>7,600.00</b>		
ACCOUNT TOTAL									7,600.00	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2021/4 TO 2021/4									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK	RUN	CHECK	DESCRIPTION
58074000 643000			Health Services						
001588 THEDACARE, INC.	52819	0	2021	4	INV P	98.60	040721	547864	DOT Physical
001588 THEDACARE, INC.	53042	0	2021	4	INV P	144.50	041421	547964	DOT Physicals
001588 THEDACARE, INC.	54814	0	2021	4	INV P	828.50	050521	548276	DOT Physicals
						1,071.60			
			ACCOUNT TOTAL			1,071.60			
			ORG 58074000 TOTAL			12,947.57			
58075000			VT 5307	ADA	Paratransit				
58075000 640800			Contractor Fees						
001186 RUNNING, INC.	53143	0	2021	4	INV P	99,573.75	041421	547949	March VTII, Elderly
			ACCOUNT TOTAL			99,573.75			
58075000 641308			Cellular Phones						
001442 VERIZON WIRELESS SER	55261	0	2021	4	INV P	750.73	pcard		April data service
			ACCOUNT TOTAL			750.73			
			ORG 58075000 TOTAL			100,324.48			
58076000			VT 5307	Ancillary	Paratransit				
58076000 640800 1806			Contractor Fees						
001186 RUNNING, INC.	53143	0	2021	4	INV P	2,520.70	041421	547949	March VTII, Elderly
			ACCOUNT TOTAL			2,520.70			
58076000 640800 1807			Contractor Fees						
001186 RUNNING, INC.	53143	0	2021	4	INV P	27.40	041421	547949	March VTII, Elderly
			ACCOUNT TOTAL			27.40			
58076000 640800 1808			Contractor Fees						
000750 KOBUSSEN BUSES, LTD	53150	0	2021	4	INV P	38,308.69	041421	547928	March Specialized T
			ACCOUNT TOTAL			38,308.69			
58076000 640800 1809			Contractor Fees OC Demand Resp						
000750 KOBUSSEN BUSES, LTD	53148	0	2021	4	INV P	21,365.33	041421	547928	March Rural service
			ACCOUNT TOTAL			21,365.33			
58076000 640800 1810			Contractor Fees - OC TANF						
001186 RUNNING, INC.	53146	0	2021	4	INV P	1,275.00	041421	547949	March OCHST service
			ACCOUNT TOTAL			1,275.00			
58076000 640800 1813			Contractor Fees-Neenah DAR						
000528 FOX VALLEY CAB	53151	0	2021	4	INV P	6,195.00	041421	547917	March NWDAR Service

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2021/4 TO 2021/4										
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION		
000528 FOX VALLEY CAB	53153	0	2021	4	INV P			March NWDAR service	525.00	041421 547917
									6,720.00	
									ACCOUNT TOTAL	6,720.00
58076000 640800 1818 001621 CALUMET COUNTY	53155	0	2021	4	INV P			March Van Service	3,243.32	041421 547904
									ACCOUNT TOTAL	3,243.32
58076000 640800 1819 001186 RUNNING, INC.	53144	0	2021	4	INV P			March Connector ser	20,078.25	041421 547949
									ACCOUNT TOTAL	20,078.25
58076000 640800 1820 001186 RUNNING, INC.	53144	0	2021	4	INV P			March Connector ser	8,916.25	041421 547949
									ACCOUNT TOTAL	8,916.25
									ORG 58076000 TOTAL	102,454.94
58079000								VT COVID-19 Response		
58079000 640800 001771 RED SHOES PR, INC.	52822	0	2021	4	INV P			Social Media work -	828.25	040721 547855
002401 CLEAN POWER, LLC	52877	0	2021	4	INV P			Bus cleaning - covi	2,759.05	040721 547798
									ACCOUNT TOTAL	3,587.30
58079000 659900 999990 ZOOM.US 888-799-9666	54139	0	2021	4	INV P			video cofereencing	10.00	pcard
									ACCOUNT TOTAL	10.00
									ORG 58079000 TOTAL	3,597.30
FUND 580 Valley Transit			TOTAL:						757,036.13	

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

**City of Appleton**  
**VALLEY TRANSIT INCOME STATEMENT**  
**For four months Ending April 30, 2021**

Description	Month of April Actual	Prior Year April	YTD As of April Actual	Prior YTD April	2021 Amended Budget	2021 % of Total Budget
<b>REVENUES</b>						
Bus Fare Revenue	86,125	6,744	162,315	216,358	858,843	18.90%
Paratransit Fare Revenue	40,344	15,646	145,252	156,145	702,530	20.68%
Total Fare Revenue	126,469	22,391	307,567	372,503	1,561,373	19.70%
Other Charges for Service	8,530	1,600	17,218	13,115	65,000	26.49%
Other Revenues	-	-	5,440	3,652	14,000	38.86%
TOTAL REVENUES	134,999	23,991	330,225	389,269	1,640,373	20.13%
<b>EXPENSES BY LINE ITEM</b>						
Regular Salaries & Labor pool alloc	311,910	313,564	890,525	890,707	3,162,117	28.16%
Call Time	-	-	-	-	-	0.00%
Overtime	35,104	5,060	124,245	32,841	72,908	170.41%
Incentive Pay	-	-	-	-	1,335	0.00%
Other Compensation	2,387	131	2,387	924	-	0.00%
Fringes	103,006	99,384	344,101	331,342	1,263,800	27.23%
Unemployment Compensation	4,685	1,080	14,527	2,020	-	0.00%
Salaries & Fringe Benefits	457,092	419,218	1,375,785	1,257,835	4,500,160	30.57%
Training & Conferences & Tuition Fees	101	(562)	1,926	5,090	27,200	7.08%
Employee Recruitment	287	270	1,319	1,114	4,200	31.40%
Parking Permits	-	-	-	-	-	0.00%
Office Supplies	124	85	1,637	846	5,400	30.31%
Subscriptions	135	374	851	1,205	3,800	22.39%
Memberships & Licenses	30	-	8,443	6,056	18,222	46.33%
Postage & Freight	265	-	574	92	3,700	15.51%
Awards & Recognition	-	-	-	-	930	0.00%
Food & Provisions	99	102	153	986	1,240	12.34%
Insurance	-	15,970	133,064	115,634	222,790	59.73%
Insurance dividend & return of surplus	-	-	(48,910)	(51,753)	-	0.00%
Depreciation Expense	-	71,985	-	287,940	992,326	0.00%
Administrative Expenses	1,041	88,225	99,057	367,209	1,279,808	7.74%
Landscape Supplies	-	-	-	-	3,000	0.00%
Shop Supplies & Tools (& misc)	3,416	4,706	15,048	19,348	55,450	27.14%
Printing & Reproduction	943	816	3,251	3,549	27,070	12.01%
Uniforms	661	1,477	1,746	1,793	9,220	18.94%
Gas Purchases	1,512	6,826	80,761	94,144	572,500	14.11%
Safety Supplies	30	106	1,830	106	500	366.00%
Vehicle & Equipment Parts	20,540	8,978	54,640	58,923	205,500	26.59%
Miscellaneous Equipment	-	2,016	49	2,016	25,100	0.20%
Signs	4,665	-	8,142	-	12,000	67.85%
Supplies & Materials	31,767	24,924	165,467	179,878	910,340	18.18%
Accounting/Audit	-	-	-	-	9,930	0.00%
Bank Services	141	160	533	818	3,000	17.77%
Consulting Services	-	-	2,155	4,404	-	#DIV/0!
Solid Waste/Recycling	283	-	1,132	921	4,600	24.61%
Contractor Fees	250,951	83,044	881,613	890,132	4,087,361	21.57%
Temp Help	-	-	-	-	5,000	0.00%
Advertising	363	-	1,902	-	50,309	3.78%
Health Services	1,216	394	3,354	3,196	9,200	36.46%
Snow Removal Services	260	-	9,599	11,191	29,983	32.01%
Laundry Services	1,170	898	3,868	2,734	10,000	38.68%

**City of Appleton**  
**VALLEY TRANSIT INCOME STATEMENT**  
**For four months Ending April 30, 2021**

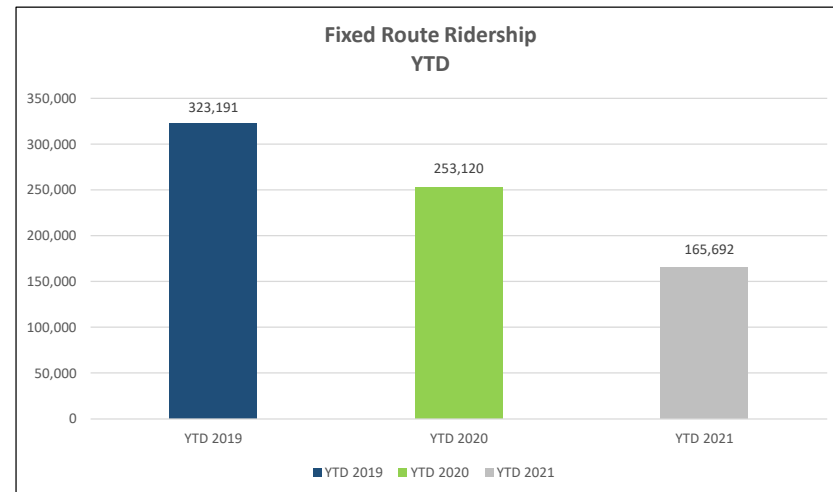
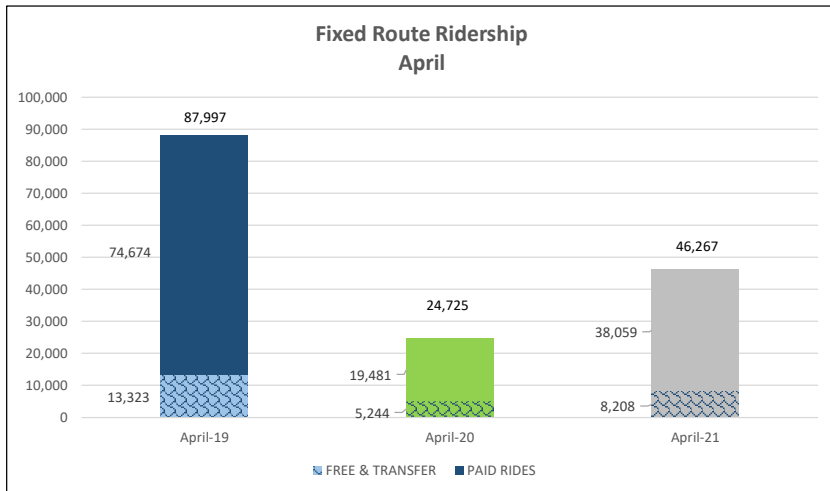
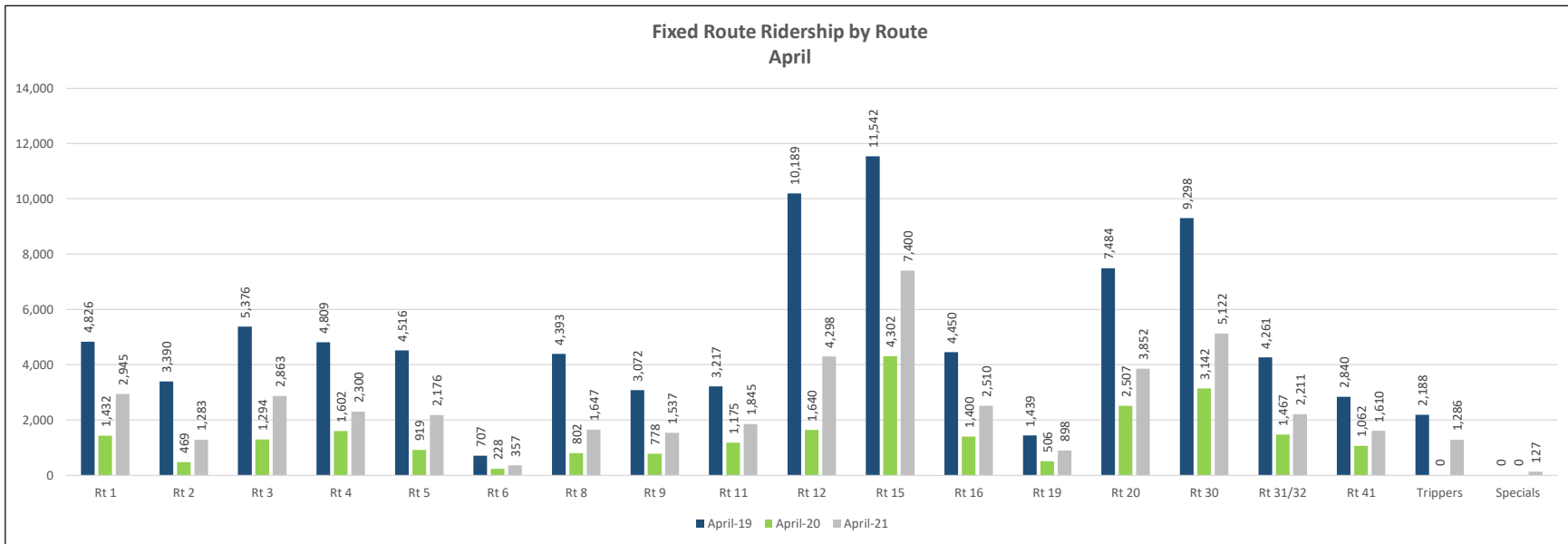
Description	Month of April Actual	Prior Year April	YTD As of April Actual	Prior YTD April	2021 Amended Budget	2021 % of Total Budget
Other Contracts/Obligations	854	9,238	6,469	8,238	90,700	7.13%
Purchased Services	255,238	93,734	910,625	921,633	4,300,083	21.18%
Electric	4,126	4,817	18,283	20,196	51,481	35.51%
Gas	1,449	1,710	9,891	9,791	17,500	56.52%
Water	-	-	1,759	2,387	7,850	22.41%
Waste Disposal/Collection	-	-	702	927	3,200	21.94%
Stormwater	-	-	2,713	2,627	9,401	28.86%
Telephone	1,202	2,179	4,666	5,968	17,700	26.36%
Utilities	6,777	8,706	38,014	41,896	107,132	35.48%
Building/Grounds Repair & Maintenance	354	-	788	461	-	-
Vehicle Repair & Maintenance	557	638	1,373	11,576	10,050	13.66%
Equipment Repair & Maintenance	140	2,691	3,809	2,786	13,674	27.86%
FMD Charges & Material	13,309	-	40,577	36,246	142,503	28.47%
Software Support	225	-	58,097	17,214	63,717	91.18%
CEA Equipment Rental	-	-	-	-	2,000	0.00%
Repairs & Maintenance	14,585	3,329	104,644	68,284	231,944	45.12%
Total Operating Expenses	766,500	638,136	2,693,592	2,836,735	11,329,467	23.78%
OPERATING INCOME (LOSS)	(631,501)	(614,146)	(2,363,367)	(2,447,466)	(9,689,094)	
<b>NON-OPERATING REVENUES</b>						
Federal Support	-	-	-	-	3,185,855	0.00%
State Support	-	-	121,967	121,967	5,628,972	2.17%
Appleton Support	-	286,847	-	1,147,388	707,359	0.00%
Other Local Support	593,071	7,577	1,478,677	1,028,720	1,881,788	78.58%
Investment Income	160	3,320	843	58,701	12,500	6.74%
Donations	4,167	4,167	17,164	16,820	62,308	27.55%
Fund Balance Applied	-	-	-	-	-	0.00%
TOTAL NON-OPERATING REVENUE	597,398	301,911	1,618,651	2,373,596	11,478,782	14.10%
Buildings	-	8,197	27,206	7,482	350,000	7.77%
Machinery & Equipment	-	-	-	-	77,610	0.00%
Furniture & Fixtures	-	-	-	-	-	0.00%
Vehicles	491,075	-	2,485,405	38,830	5,113,457	0.00%
Capital Expenditures	491,075	8,197	2,512,611	46,312	5,541,067	0.00%
NET INCOME (LOSS)	(525,178)	(320,431)	(3,257,327)	(120,182)	(3,751,379)	



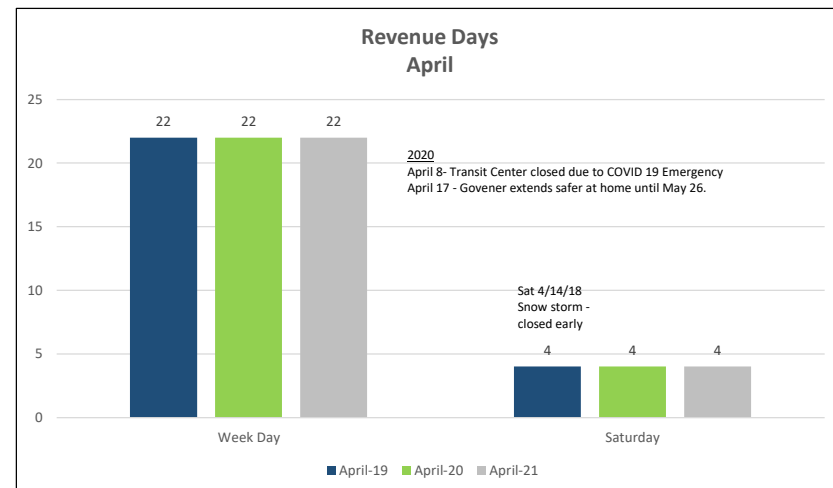
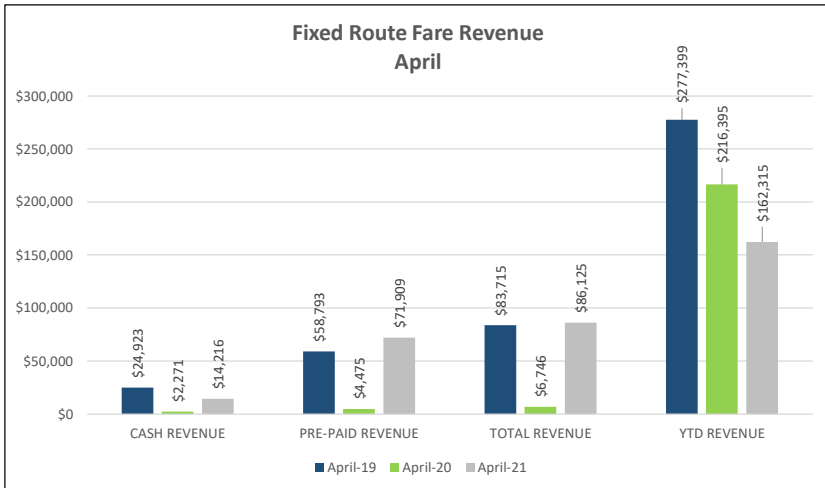
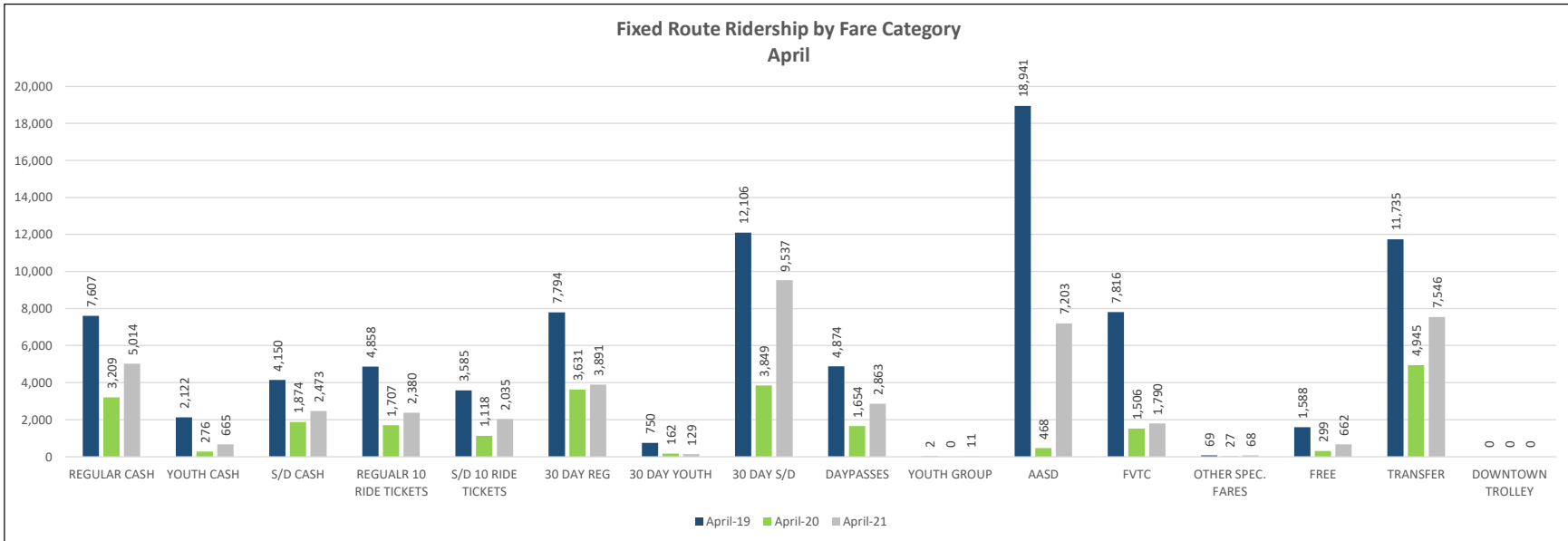
**City of Appleton**  
**PURCHASED TRANSPORTATION**  
**For four months Ending April 30, 2021**

Description	Month of April Actual	Prior Year April	YTD As of April Actual	Prior YTD April	2021 Amended Budget	2021 % of Total Budget
<b>PURCHASED TRANSPORTATION EXPENSE</b>						
VTII - Disabled	132,908	27,578	424,878	438,950	2,052,750	20.70%
VTII - Elderly	3,955	696	10,524	10,031	62,480	16.84%
PT - Optional (Sunday)	461	-	800	1,106	17,850	4.48%
Family Care Employment Transportation	32,099	13,876	135,736	132,719	564,054	24.06%
Outagamie County Demand Response Rural	28,266	7,179	92,560	64,970	272,303	33.99%
Outagamie County Human Services Transportation	1,428	-	3,859	3,468	11,900	32.43%
Neenah Dial - A - Ride	12,285	3,388	24,987	33,348	150,920	16.56%
Calumet County Van Service	5,383	2,929	15,706	12,237	26,100	60.18%
Connector - Extended Service Hours	30,194	21,218	101,728	117,510	412,000	24.69%
Connector - Extended Service Area	11,156	6,180	38,837	41,691	141,625	27.42%
Downtown Trolley	-	-	-	-	30,379	0.00%
Total Purchased Transportation	258,135	83,044	849,615	856,030	3,742,361	22.70%

## Valley Transit Ridership Report April 2021



## Valley Transit Ridership Report April 2021



# Valley Transit Ridership Report

## April 2021

