



City of Appleton

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

Meeting Agenda - Final Fox Cities Transit Commission

Tuesday, March 21, 2023

3:00 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[23-0277](#) Approval of minutes from previous meeting
Attachments: [Meeting Minutes 20-Feb-2023.pdf](#)
4. **Public Hearings/Appearances**
[23-0278](#) Public Participation on Agenda Items
5. **Action Items**
[23-0279](#) Approval of Payments
Attachments: [February 2023 Payments.pdf](#)
[23-0280](#) Authorization to Award Tire Leasing contract to Bridgestone Americas Tire Operations, LLC
Attachments: [Award Recommendation Bridgestone.pdf](#)
6. **Information Items**
[23-0281](#) Financial Report
Attachments: [Monthly Income Statement February 2023.pdf](#)
[23-0282](#) Ridership Report
Attachments: [FCTC Monthly FR - Feb 2023.pdf](#)
[FCTC Monthly DR - Feb 2023.pdf](#)
[23-0283](#) Request for Future Agenda Items

7. **Next Meeting Date & Time**
- **April 11, 2023, 3:00 PM - Cancelled**
 - **April 25, 2023, 3:00 PM - Cancelled**
 - **May 9, 2023, 3:00 PM**
 - **May 23, 2023, 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.

**We are currently experiencing intermittent issues/outages with our audio/video equipment. Meeting live streams and recordings are operational but unreliable at times. This is due to delays in receiving necessary system hardware components. We continue to look for solutions in the interim and we hope to have these issues resolved soon.*



City of Appleton

100 North Appleton Street
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Meeting Minutes - Final Fox Cities Transit Commission

Monday, February 20, 2023

3:00 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership

In person attendees: Chairperson Dearborn, Dexter, VandeHey, Wurdinger, Patza, Torrance, Yang

Virtual attendees: Kasimor, Del Toro

Present: 9 - Kasimor, Dexter, VandeHey, Chairperson Dearborn, Wurdinger, Patza, Torrance, Yang and Del Toro

Excused: 3 - Detienne, Thao and Lendrum

3. Approval of minutes from previous meeting

[23-0153](#)

Approval of minutes from previous meeting

Attachments: [Meeting Minutes 24-Jan-2023.pdf](#)

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

4. Public Hearings/Appearances

[23-0154](#)

Public Participation on Agenda Items

No public participation on agenda items.

5. Action Items

[23-0156](#)

Request to approve Acceptance of Federal Transit Administration FY 2021 American Rescue Plan Act (ARP) grants of \$3,370,750 and \$32,147 and Coronavirus Response and Relief Supplemental Appropriations Act (CRSSAA) grant of \$32,146

Attachments: [ARPA - CRSSAA Grant Acceptance memo.pdf](#)

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

[23-0157](#)

Authorization to Award Whitman Facility Remodel Phase 1 Construction Project to SMA Construction Services LLC

Attachments: [Memo for Whitman Phase 1 Construction Contract.pdf](#)
[Appleton Valley Transit 2 20 2023.pdf](#)

Jon Wallenkamp presented.

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

[23-0158](#)

Request to approve Submittal of Applications for Fiscal Year 2023 Federal 5339 (b) Funds for \$12,000,000 for the Whitman Facility Remodel Phase 2 and \$25,254,700 for the Downtown Appleton Joint Development Project

Attachments: [FCTC 5339 Grant application memo 2023.pdf](#)

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

6. Information Items

[23-0155](#)

Approval of Payments

Attachments: [January 2023 Payments.pdf](#)

This action item was moved to information items.

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

[23-0159](#)

VTII Service Update

Jason Olson presented.

This Presentation was presented

[23-0160](#)

Financial Report

Attachments: [Monthly Income Statement January 2023.pdf](#)

This Presentation was presented

[23-0161](#)

Ridership Report

Attachments: [FCTC Monthly FR - Jan 2023.pdf](#)
[FCTC Monthly DR - Jan 2023.pdf](#)

This Presentation was presented

[23-0162](#)

Request for Future Agenda Items

This Presentation was discussed

7. **Next Meeting Date & Time**
 - **March 7, 2023, 3:00 PM - Cancelled**
 - **March 21, 2023, 3:00 PM**

8. Adjournment

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

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/2 TO 2023/2		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
58071000									VT 5307 Admin
58071000	620100					Training/Conferences			
000062	AMERICAN PUBLIC TRAN	96385	0	2023	2 INV P	1,100.00	pcard		Legislative Confere
000512	FOX CITIES CHAMBER O	96176	0	2023	2 INV P	75.00	030123	557861	Economic outlook
999990	DELTA AIR	00623620 96386	0	2023	2 INV P	528.60	pcard		Legislative Confere
999990	TSI	96389	0	2023	2 INV P	-115.00	pcard		Class refund TR
999990	WWW.PROJECTACTION.CO	96574	0	2023	2 INV P	25.00	pcard		Training
						438.60			
					ACCOUNT TOTAL	1,613.60			
58071000	620500					Employee Recruitment			
002694	RNS COMMUNICATIONS I	95430	220446	2023	2 INV P	600.00	020823	557628	Advertising
					ACCOUNT TOTAL	600.00			
58071000	630100					Office supplies			
001198	SAM'S CLUB	96509	0	2023	2 INV P	98.70	pcard		Supplies
999990	QUILL CORPORATION	96392	0	2023	2 INV P	-33.08	pcard		office supplies
999990	QUILL CORPORATION	96459	0	2023	2 INV P	32.96	pcard		Office supplies
						-12			
					ACCOUNT TOTAL	98.58			
58071000	630200					Subscriptions			
999990	GAN*WINEWSPAPERCIRC	96390	0	2023	2 INV P	40.00	pcard		Post Crescent month
					ACCOUNT TOTAL	40.00			
58071000	630400					Postage / Freight			
001583	UNITED STATES POSTAL	96513	0	2023	2 INV P	1.98	pcard		FCTC postage
					ACCOUNT TOTAL	1.98			
58071000	632001					City Copy Charges			
001164	RICOH USA, INC.	95923	0	2023	2 INV P	421.90	022223	557788	
					ACCOUNT TOTAL	421.90			
58071000	632002					Outside Printing			
001121	QUICK PRINT CENTER,	96515	0	2023	2 INV P	118.00	pcard		Fact sheet
					ACCOUNT TOTAL	118.00			
58071000	632300					Safety supplies			
000274	CINTAS CORPORATION	96387	0	2023	2 INV P	83.37	pcard		Safety supplies & m

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/2 TO 2023/2	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION
	001198 SAM'S CLUB	96445	0	2023	2	INV P	30.94	pcard	Safety program
	001655 AUTOMOTIVE SUPPLY CO	95140	0	2023	2	INV P	39.95	020823	557556 Parts, supplies, sa
	001983 AMAZON	96512	0	2023	2	INV P	115.00	pcard	Safety supplies
	001983 AMAZON	96668	0	2023	2	INV P	-55.99	pcard	Refund safety suppl
	001983 AMAZON	96669	0	2023	2	INV P	-55.99	pcard	Refund safety suppl
							3.02		
	999990 SQ *COPPER ROCK COFF	96444	0	2023	2	INV P	70.72	pcard	Safety program
				ACCOUNT TOTAL			228.00		
58071000	632700			Miscellaneous Equipment					
	000362 DELL MARKETING L.P.	94998	0	2023	2	INV P	270.09	020823	557571 Dell Docking Statio
				ACCOUNT TOTAL			270.09		
58071000	632800			Signs					
	001942 APPLETON SIGN COMPAN	96184	0	2023	2	INV P	1,760.00	030123	557828 Ad production and i
				ACCOUNT TOTAL			1,760.00		
58071000	640300			Bank Service Fees					
	000814 LOOMIS ARMORED US, L	95385	0	2023	2	INV P	170.64	020823	557600 Armored Car Service
				ACCOUNT TOTAL			170.64		
58071000	640800			Contractor Fees					
	001237 SHRED-IT USA	96391	0	2023	2	INV P	53.24	pcard	Document management
	001771 RED SHOES PR, INC.	95169	0	2023	2	INV P	4,786.25	020823	557626 January Marketing e
	003012 LANGUAGE LINE	95429	220865	2023	2	INV P	20.16	020823	557595 Interpreter service
				ACCOUNT TOTAL			4,859.65		
58071000	641200			Advertising					
	000084 ADI	96178	0	2023	2	INV P	950.00	030123	557824 Advertising
	001771 RED SHOES PR, INC.	95168	0	2023	2	INV P	5,000.00	020823	557626 Digital Advertising
				ACCOUNT TOTAL			5,950.00		
58071000	641301			Electric					
	001575 WE ENERGIES	553	0	2023	2	INV P	5,070.49	020123	557541 ELEC 707600246-0000
				ACCOUNT TOTAL			5,070.49		
58071000	641302			Gas					
	001575 WE ENERGIES	553	0	2023	2	INV P	5,518.56	020123	557541 GAS 707600246-00001

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/2 TO 2023/2	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION
									ACCOUNT TOTAL
									5,518.56
58071000	641308								Cellular Phones
000250	CELLCOM APPLETON PCS	95148	0	2023	2	INV P		020823	207.50
000250	CELLCOM APPLETON PCS	96185	0	2023	2	INV P		030123	515.30
									722.80
									ACCOUNT TOTAL
									722.80
58071000	642400								Software Support
000928	VELOCITYEHS	94991	0	2023	2	INV P		020823	625.00
999990	YODECK.COM FLIPNODE	96619	0	2023	2	INV P		pcard	383.52
									ACCOUNT TOTAL
									1,008.52
									ORG 58071000 TOTAL
									28,452.81
58072000									VT 5307 Vehicle Maintenance
58072000	630901								Shop Supplies
000274	CINTAS CORPORATION	96388	0	2023	2	INV P		pcard	597.71
									Mats, shop supplies
000615	HARTLAND LUBRICANTS	95152	0	2023	2	INV P		020823	1,896.84
000615	HARTLAND LUBRICANTS	95153	0	2023	2	INV P		020823	5,008.40
									6,905.24
000866	MENARDS	96639	0	2023	2	INV P		pcard	279.72
									Shop supplies
001194	SAFETY-KLEEN	95172	0	2023	2	INV P		020823	254.54
									Shop supplies
001316	SUPERIOR CHEMICAL CO	95163	0	2023	2	INV P		020823	1,324.29
									Shop supplies
001610	GARROW PROPANE CORPO	95150	0	2023	2	INV P		020823	208.09
									Shop supplies
001655	AUTOMOTIVE SUPPLY CO	95140	0	2023	2	INV P		020823	1,434.98
001655	AUTOMOTIVE SUPPLY CO	95141	0	2023	2	CRM P		020823	-40.00
001655	AUTOMOTIVE SUPPLY CO	95142	0	2023	2	CRM P		020823	-89.12
									1,305.86
002002	ACE HARDWARE OF APPL	96622	0	2023	2	INV P		pcard	213.48
									Shop supplies
999990	TARTAN SUPPLY CO LLC	96473	0	2023	2	INV P		pcard	120.84
999990	PET SUPPLIES PLUS 00	96621	0	2023	2	INV P		pcard	26.46
									147.30
									ACCOUNT TOTAL
									11,236.23

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/2 TO 2023/2									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK	RUN	CHECK	DESCRIPTION
58072000 630902			Tools & Instruments						
001655 AUTOMOTIVE SUPPLY CO	95140	0	2023	2	INV P	250.99	020823	557556	Parts, supplies, sa
001996 MATTHEWS TIRE, INC.	95162	0	2023	2	INV P	59.88	020823	557602	Tools
999990 AUTOZONE #1962	96475	0	2023	2	INV P	44.31	pcard		Tool
999990 AUTOZONE #1962	96591	0	2023	2	INV P	-44.31	pcard		Tool refund
						.00			
			ACCOUNT TOTAL			310.87			
58072000 632200			Gas Purchases						
000763 KWIK TRIP, INC	95159	0	2023	2	INV P	141.59	020823	557594	Fuel
			ACCOUNT TOTAL			141.59			
58072000 632601			Repair Parts						
000006 ABC BUS, INC.	95139	0	2023	2	INV P	9,047.04	020823	557551	Parts
000089 NEW FLYER OF AMERICA	95164	0	2023	2	INV P	972.24	020823	557611	Parts
000089 NEW FLYER OF AMERICA	95165	0	2023	2	INV P	157.51	020823	557611	Parts
000089 NEW FLYER OF AMERICA	95166	0	2023	2	INV P	9,166.08	020823	557611	Parts
000089 NEW FLYER OF AMERICA	95167	0	2023	2	INV P	456.85	020823	557611	Parts
000089 NEW FLYER OF AMERICA	96165	0	2023	2	INV P	798.84	030123	557895	Parts
000089 NEW FLYER OF AMERICA	96166	0	2023	2	INV P	421.92	030123	557895	Parts
000089 NEW FLYER OF AMERICA	96167	0	2023	2	INV P	1,458.08	030123	557895	Parts
000089 NEW FLYER OF AMERICA	96168	0	2023	2	INV P	1,696.64	030123	557895	Parts
000089 NEW FLYER OF AMERICA	96169	0	2023	2	INV P	848.32	030123	557895	Parts
000089 NEW FLYER OF AMERICA	96170	0	2023	2	INV P	24.88	030123	557895	Parts
						16,001.36			
000569 GILLIG LLC	95151	0	2023	2	INV P	324.78	020823	557582	Parts
001655 AUTOMOTIVE SUPPLY CO	95140	0	2023	2	INV P	542.60	020823	557556	Parts, supplies, sa
999990 ADAPTIVE MICRO SYSTE	96456	0	2023	2	INV P	2,550.00	pcard		Transit displays
			ACCOUNT TOTAL			28,465.78			
58072000 632700			Miscellaneous Equipment						
000172 BAYCOM, INC.	96174	0	2023	2	INV P	124.90	030123	557833	Equipment
000172 BAYCOM, INC.	96175	0	2023	2	INV P	2,648.95	030123	557833	Misc equipment
						2,773.85			
			ACCOUNT TOTAL			2,773.85			
58072000 641700			Vehicle Repairs & Maint						
999990 ZIEBART OF APPLETON	96455	0	2023	2	INV P	655.00	pcard		Vehicle maintenance

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/2 TO 2023/2		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
ACCOUNT TOTAL							655.00		
58072000	641800	000561 GENFARE, DIVISION OF		96173	0	Equip Repairs & Maint			
						2023 2 INV P	3,244.50	030123	557865 Cashbox receiver re
ACCOUNT TOTAL							3,244.50		
58072000	645100	000274 CINTAS CORPORATION		96388	0	Laundry Services			
						2023 2 INV P	185.64	pcard	Mats, shop supplies
	002818	ARAMARK		96514	0	2023 2 INV P	130.42	pcard	Final payment
ACCOUNT TOTAL							316.06		
58072000	680401 1800	000250 CELLCOM APPLETON PCS		95148	0	Machinery & Equipment			
						2023 2 INV P	38,773.20	020823	557564 Cell phones & capit
						2023 2 INV P	6,614.70	030123	557839 Equipment, cell pho
							45,387.90		
ACCOUNT TOTAL							45,387.90		
ORG 58072000 TOTAL							92,531.78		
58073000	644000	VT 5307 Building Maintenance				Snow Removal Services			
						2023 2 INV P	1,800.00	020823	557558 Snow removal
						2023 2 INV P	460.00	020823	557558 Snow removal
						2023 2 INV P	1,497.50	020823	557558 Snow removal
						2023 2 INV P	2,520.00	020823	557558 Snow removal
						2023 2 INV P	157.50	020823	557558 Snow removal
						2023 2 INV P	2,163.75	030123	557834 Snow clearing and s
						2023 2 INV P	490.00	030123	557834 Snow clearing and s
						2023 2 INV P	1,800.00	030123	557834 Snow clearing and s
							10,888.75		
ACCOUNT TOTAL							10,888.75		
58073000	645100	000274 CINTAS CORPORATION		96387	0	Laundry Services			
						2023 2 INV P	174.15	pcard	Safety supplies & m
						2023 2 INV P	404.96	pcard	Mats, shop supplies
							579.11		
ACCOUNT TOTAL							579.11		
58073000	659900	002401 CLEAN POWER, LLC		95384	0	Other Contracts/Obligation			
						2023 2 INV P	573.22	020823	557567 Janitorial Services
ACCOUNT TOTAL							573.22		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/2 TO 2023/2									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
58073000 680300 1800			Buildings						
002967 LHB, INC	95160	0	2023	2	INV P	8,627.00	020823	557598 Professional Servic	
999990 IMEG CORP	96457	0	2023	2	INV P	1,950.00	pcard	Whitman remodel pro	
ACCOUNT TOTAL						10,577.00			
ORG 58073000 TOTAL						22,618.08			
58074000			VT 5307 Operations						
58074000 632101			Uniforms						
000316 COONEY'S EMBROIDERY	96179	0	2023	2	INV P	105.00	030123	557844 Uniforms	
000316 COONEY'S EMBROIDERY	96180	0	2023	2	INV P	891.00	030123	557844 Uniforms	
						996.00			
ACCOUNT TOTAL						996.00			
58074000 632200			Gas Purchases						
000763 KWIK TRIP, INC	95159	0	2023	2	INV P	122.89	020823	557594 Fuel	
001608 GARROW OIL CORPORATI	96172	0	2023	2	INV P	29,340.35	030123	557864 #1Clear Diesel fuel	
ACCOUNT TOTAL						29,463.24			
58074000 632602			Tires						
001926 GOODYEAR TIRE AND RU	95437	220246	2023	2	INV P	3,209.81	020823	557583 Bus tire lease prog	
001926 GOODYEAR TIRE AND RU	96186	0	2023	2	INV P	3,168.91	030123	557868 January mileage	
						6,378.72			
001996 MATTHEWS TIRE, INC.	95161	0	2023	2	INV P	68.00	020823	557602 Tire repair	
ACCOUNT TOTAL						6,446.72			
58074000 640800			Contractor Fees						
002229 STAR PROTECTION AND	95170	0	2023	2	INV P	8,345.19	020823	557632 Security services a	
ACCOUNT TOTAL						8,345.19			
58074000 643000			Health Services						
001588 THEDACARE, INC.	95171	0	2023	2	INV P	105.00	020823	557637 DOT Physicals	
001588 THEDACARE, INC.	96161	0	2023	2	INV P	305.95	030123	557919 DOT Physicals	
001588 THEDACARE, INC.	96162	0	2023	2	INV P	166.60	030123	557919 DOT Physicals	
001588 THEDACARE, INC.	96163	0	2023	2	INV P	83.30	030123	557919 DOT Physicals	
001588 THEDACARE, INC.	96164	0	2023	2	INV P	877.00	030123	557919 DOT Physicals	
						1,537.85			
003061 WISCONSIN DRUG TEST	96458	0	2023	2	INV P	417.91	pcard	DOT Physicals	
ACCOUNT TOTAL						1,955.76			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/2 TO 2023/2									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK	RUN	CHECK	DESCRIPTION
			ORG 58074000	TOTAL					47,206.91
58079000			VT COVID-19	Response					
58079000 640800				Contractor Fees					
002401 CLEAN POWER, LLC	95149	0	2023	2 INV P					2,898.35 020823 557567 January Level 1 bus
			ACCOUNT TOTAL						2,898.35
58079000 659900				Other Contracts/Obligation					
999990 ZOOM.US 888-799-9666	96454	0	2023	2 INV P					10.00 pcard Monthly teleconferc
			ACCOUNT TOTAL						10.00
			ORG 58079000	TOTAL					2,908.35
FUND 580 Valley Transit			TOTAL:						193,717.93

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



Memorandum

TO: Fox Cities Transit Commission, City of Appleton Common Council

FROM: Ron McDonald, General Manager

DATE: January 17, 2023

RE: Award Recommendation for Tire Leasing Contract

BACKGROUND

Valley Transit is asking for authorization to award a five year contract to Bridgestone Americas Tire Operations, LLC to lease tires for Valley Transit revenue vehicles. The current contract with Goodyear Tire & Rubber Company ends June 30, 2023.

In preparation for this procurement, Valley Transit staff developed a request for quote (RFQ) document to solicit proposals from vendors. The RFQ document was sent directly to vendors who were known suppliers, posted on the State of Wisconsin’s Vendornet system, and advertised in print and online with the *Post-Crescent*, *Green Bay Press Gazette* and the *Oshkosh Northwestern*. Quotes were due on March 7, 2023. Two proposals were received prior to the required deadline: Bridgestone Americas Tire Operations and Goodyear Tire & Rubber Company. Below is a summation of the quotes received:

Annual \$ based on Est mileage

	Bridgestone	Goodyear
Y1	\$31,533.06	\$47,282.04
Y2	\$31,533.06	\$49,177.33
Y3	\$31,533.06	\$51,142.82
Y4	\$31,533.06	\$52,667.08
Y5	\$31,533.06	\$53,730.05
Total contract	\$157,665.30	\$253,999.32

Per 1/32" Replacement

	Bridgestone	Goodyear
Y1	\$24.50	\$18.90
Y2	\$24.50	\$19.64
Y3	\$24.50	\$20.44
Y4	\$24.50	\$21.04
Y5	\$24.50	\$21.46

Valley Transit’s most recent contract annual average cost is approximately \$37,000.00/yr. Valley Transit has sufficient funds in the 2023 budget for the contract.

RECOMMENDATION

Staff recommends authorization for Valley Transit to award the contract for tire leasing services to Bridgestone Americas Tire Operations, LLC.

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For two months Ending February 28, 2023

Description	Month of February Actual	Prior Year February	YTD As of February Actual	Prior YTD February	2023 Amended Budget	2023 % of Total Budget
REVENUES						
Bus Fare Revenue	36,802	14,257	65,153	38,536	858,843	7.59%
Paratransit Fare Revenue	28,046	10,301	60,700	41,896	704,430	8.62%
Total Fare Revenue	64,848	24,558	125,853	80,432	1,563,273	8.05%
Other Charges for Service	3,527	6,509	3,527	6,509	65,000	5.43%
Other Revenues	3,553	-	4,334	500	14,000	30.96%
TOTAL REVENUES	71,928	31,067	133,714	87,441	1,642,273	8.14%
EXPENSES BY LINE ITEM						
Regular Salaries & Labor pool alloc	218,717	256,082	328,774	364,094	3,419,523	9.61%
Overtime	36,442	11,743	53,350	23,818	76,131	70.08%
Incentive Pay	-	-	-	-	1,335	0.00%
Other Compensation	-	-	-	-	-	-
Fringes	92,423	86,972	181,997	147,101	1,395,237	13.04%
Unemployment Compensation	-	-	-	-	-	-
Salaries & Fringe Benefits	347,582	354,797	564,121	535,013	4,892,226	11.53%
Training & Conferences	1,614	210	3,908	210	27,200	14.37%
Employee Recruitment	600	890	600	1,050	7,280	8.24%
Office Supplies	99	390	606	433	5,400	11.22%
Subscriptions	40	40	175	63	1,020	17.16%
Memberships & Licenses	-	1,099	8,366	8,975	18,320	45.67%
Postage & Freight	2	3	4	159	3,700	0.11%
Awards & Recognition	-	50	-	50	930	0.00%
Food & Provisions	-	-	632	-	1,240	50.97%
Insurance	-	-	177,406	153,932	222,790	79.63%
Insurance dividend & return of surplus	-	-	-	-	-	-
Depreciation Expense	-	-	-	-	1,291,758	0.00%
Administrative Expenses	2,355	2,682	191,697	164,872	1,579,638	12.14%
Landscape Supplies	-	-	-	-	1,500	0.00%
Shop Supplies & Tools (& misc)	11,547	2,558	11,665	9,184	55,450	21.04%
Printing & Reproduction	540	530	540	530	27,910	1.93%
Uniforms	996	190	996	190	9,280	10.73%
Gas Purchases	29,605	45,895	59,692	77,733	1,050,500	5.68%
Safety Supplies	228	25	340	2,042	500	68.00%
Vehicle & Equipment Parts	32,576	5,175	36,919	9,842	205,500	17.97%
Miscellaneous Equipment	3,044	-	7,082	-	25,100	28.22%
Signs	1,760	-	2,757	180	12,000	22.98%
Supplies & Materials	80,296	54,373	119,991	99,701	1,387,740	8.65%
Accounting/Audit	-	-	-	-	10,000	0.00%
Bank Services	263	164	349	296	6,680	5.22%
Solid Waste/Recycling	-	609	337	609	5,430	6.21%
Contractor Fees	157,797	167,848	301,365	326,781	3,471,907	8.68%
Advertising	5,950	-	10,950	-	50,309	21.77%
Health Services	1,956	1,606	2,244	1,606	9,200	24.39%
Snow Removal Services	10,889	2,980	13,198	2,980	39,000	33.84%
Laundry Services	895	781	895	1,588	15,340	5.83%
Other Contracts/Obligations	583	22,871	3,225	24,517	100,790	3.20%
Purchased Services	178,333	196,859	332,563	358,377	3,708,656	8.97%

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For two months Ending February 28, 2023

Description	Month of February Actual	Prior Year February	YTD As of February Actual	Prior YTD February	2023 Amended Budget	2023 % of Total Budget
Electric	5,070	-	5,070	5,310	55,620	9.12%
Gas	5,519	-	5,519	5,260	23,000	24.00%
Water	370	-	370	-	7,850	4.71%
Waste Disposal/Collection	214	-	214	-	4,160	5.14%
Stormwater	662	-	662	-	10,000	6.62%
Telephone	852	897	1,929	1,824	17,700	10.90%
Utilities	<u>12,687</u>	<u>897</u>	<u>13,764</u>	<u>12,394</u>	<u>118,330</u>	<u>11.63%</u>
Building Repair & Maintenance	-	-	-	-		
Vehicle Repair & Maintenance	1,468	976	1,468	1,763	10,050	14.61%
Equipment Repair & Maintenance	3,245	379	3,245	379	9,650	33.63%
FMD Charges & Material	-	-	-	8,013	142,503	0.00%
Software Support	1,009	3,003	47,712	79,583	120,097	39.73%
Repairs & Maintenance	<u>5,722</u>	<u>4,358</u>	<u>52,425</u>	<u>89,738</u>	<u>282,300</u>	<u>18.57%</u>
Total Operating Expenses	<u>626,975</u>	<u>613,966</u>	<u>1,274,561</u>	<u>1,260,095</u>	<u>11,968,890</u>	<u>10.65%</u>
OPERATING INCOME (LOSS)	<u>(555,047)</u>	<u>(582,899)</u>	<u>(1,140,847)</u>	<u>(1,172,654)</u>	<u>(10,326,617)</u>	
NON-OPERATING REVENUES						
Federal Support	-	-	-	-	3,560,391	0.00%
State Support	-	-	-	-	3,082,885	0.00%
Appleton Support	-	-	-	-	724,810	0.00%
Other Local Support	35,752	2,244	72,876	36,287	1,899,499	3.84%
Investment Income	-	-	-	-	12,500	0.00%
Donations	4,167	-	8,330	4,163	63,386	13.14%
Fund Balance Applied	-	-	-	-	-	=
TOTAL NON-OPERATING REVENUE	<u>39,919</u>	<u>2,244</u>	<u>81,206</u>	<u>40,450</u>	<u>9,343,471</u>	<u>0.87%</u>
Buildings	10,577	-	10,577	1,044	7,500,000	0.14%
Machinery & Equipment	45,388	-	75,940	10,379	-	0.00%
Furniture & Fixtures	-	-	-	-	-	0.00%
Vehicles	-	2,471,395	-	2,471,395	50,000	0.00%
Capital Expenditures	<u>55,965</u>	<u>2,471,395</u>	<u>86,517</u>	<u>2,482,818</u>	<u>7,550,000</u>	<u>1.15%</u>
NET INCOME (LOSS)	<u>(571,093)</u>	<u>(3,052,050)</u>	<u>(1,146,158)</u>	<u>(3,615,022)</u>	<u>(8,533,146)</u>	

City of Appleton
PURCHASED TRANSPORTATION
For two months Ending February 28, 2023

Description	Month of February Actual	Prior Year February	YTD As of February Actual	Prior YTD February	2023 Amended Budget	2023 % of Total Budget
PURCHASED TRANSPORTATION EXPENSE						
VTII - Disabled	77,880	82,699	162,078	171,860	2,052,750	7.90%
VTII - Elderly	2,303	2,267	5,141	5,052	62,480	8.23%
PT - Optional (Sunday)	303	303	660	678	17,850	3.70%
Outagamie County Demand Response Rural	24,055	28,014	50,809	41,505	289,125	17.57%
Outagamie County Human Services Transportation	-	510	119	1,088	11,900	1.00%
Neenah Dial - A - Ride	4,177	3,087	8,604	5,782	142,800	6.03%
Calumet County Van Service	-	1,821	-	3,895	28,800	0.00%
Connector - Extended Service Hours	19,467	24,231	39,063	48,307	412,000	9.48%
Connector - Extended Service Area	5,098	5,279	10,377	11,614	141,625	7.33%
Downtown Trolley	-	-	-	-	<u>32,554</u>	0.00%
Total Purchased Transportation	<u>133,283.00</u>	<u>148,211</u>	<u>276,851</u>	<u>289,781</u>	<u>3,191,884</u>	8.67%

Total Passengers

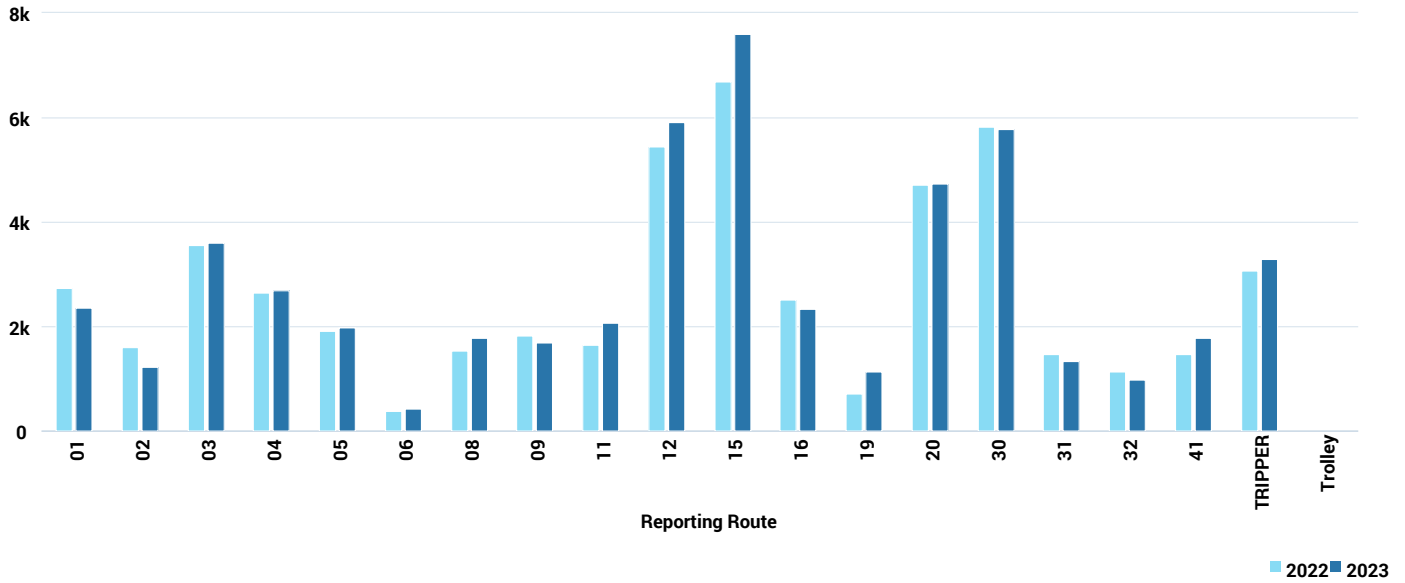
52,695

↑ 4% change
50,868 prev. year

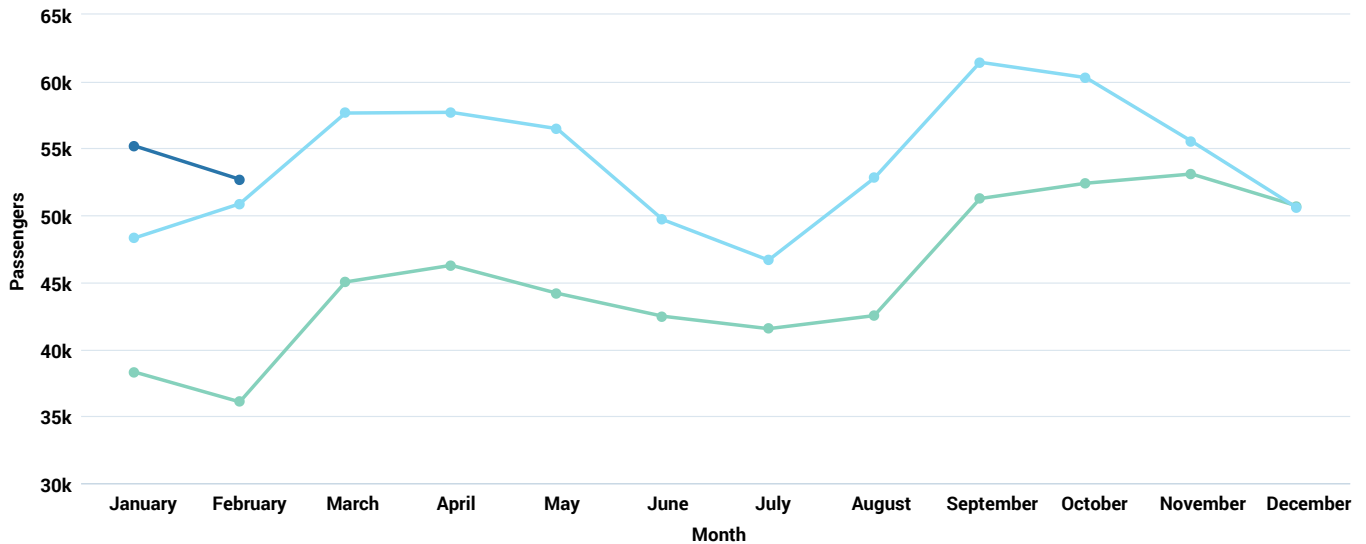
Monthly Fare Group Trend

Fare Group Desc	Prior Year	Current ▼	% Change
Passes & Tickets	22,035	21,962	-0.3%
AASD	9,900	10,265	3.7%
Cash	7,288	8,092	11.0%
Transfers	7,063	7,016	-0.7%
FVTC	3,173	3,567	12.4%
Free	1,081	941	-13.0%
Lawrence University	328	852	159.8%

Ridership by Route



Monthly Ridership Trend by Year



Total Passengers

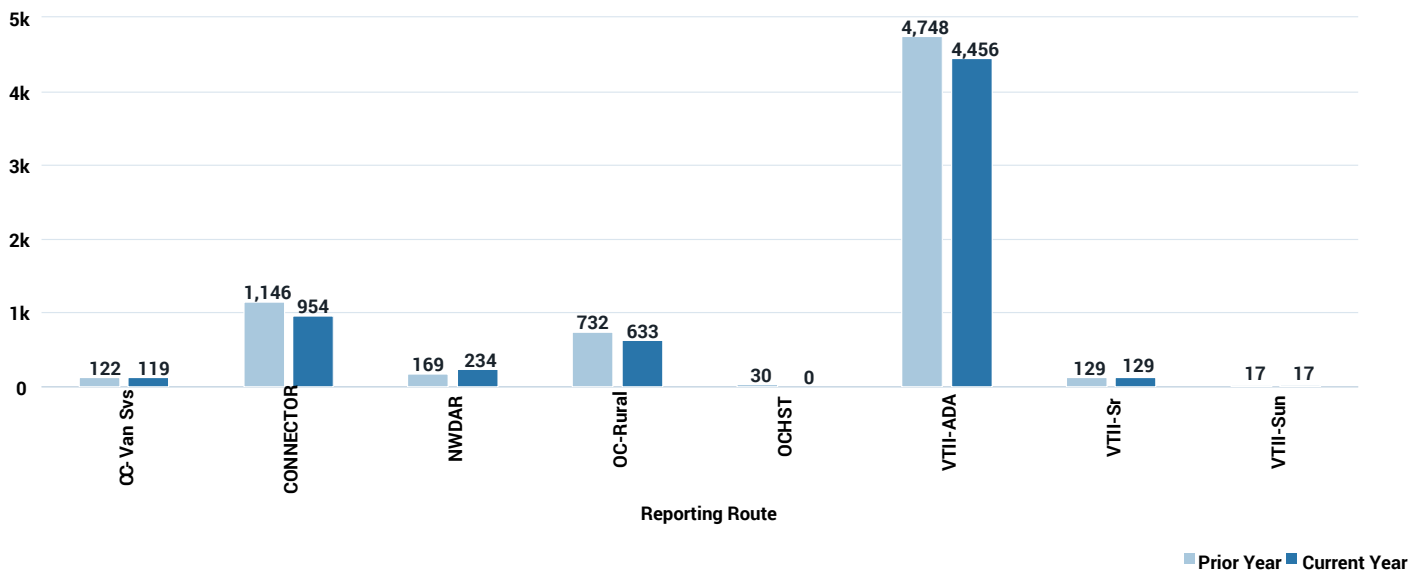
6,542

↘ -8% change
7,093 prev. year

Change in Rides by Program

Reporting Route	Prior Year	Current Year ▼	% Change
VTII-ADA	4,748	4,456	-6.15%
CONNECTOR	1,146	954	-16.75%
OC-Rural	732	633	-13.52%
NWDAR	169	234	38.46%
VTII-Sr	129	129	0.00%
CC-Van Svs	122	119	-2.46%
VTII-Sun	17	17	0.00%
OCHST	30	0	-100.00%

Monthly Ridership by Program



Ridership Trend by Year

