



City of Appleton

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

Meeting Agenda - Final Fox Cities Transit Commission

Tuesday, May 21, 2024

2:50 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

4. Approval of minutes from previous meeting

[24-0634](#) Approval of minutes from previous meeting

Attachments: [MeetingMinutes 23-April-2024.pdf](#)

5. **Public Hearing/Apearances**

[24-0635](#) Public Participation on Agenda Items

6. **Action Items**

[24-0636](#) Approval of Payments

Attachments: [April 2024 Payments.pdf](#)

7. **Information Items**

[24-0637](#) Financial Report

Attachments: [April 2024 Income Statement.pdf](#)

[24-0638](#) Ridership Report

Attachments: [April 2024 Ridership.pdf](#)

[24-0639](#) American Rescue Plan Act (ARPA) funding

[24-0640](#) Certificates of Achievement & Recognition from TMI

[24-0641](#) Proposed Valley Transit Evening & Saturday Service Modifications

[24-0642](#) Request for Future Agenda Items

- 8. **Next Meeting Date & Time**
 - **June 11, 2024 2:50 PM**
 - **June 25, 2024, 2:50 PM - Cancelled**

- 9. **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, April 23, 2024

2:50 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

Present: 11 - Kasimor, Dexter, VandeHey, Chairperson Dearborn, Wurdinger, Detienne, Patza, Torrance, Firkus, Brown and Holzschuh

Excused: 1 - Heffernan

4. Approval of minutes from previous meeting

[24-0479](#)

Approval of minutes from previous meeting

Attachments: [MeetingMinutes 26-Mar-2024.pdf](#)

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

5. **Public Hearing/Appearances**

[24-0480](#)

Public Participation on Agenda Items

No public participation on agenda items.

6. **Action Items**

[24-0481](#)

Election of Fox Cities Transit Commission Chair

George Dearborn nominated for Chairperson by Commissioner Wurdinger, seconded by Commissioner Dexter. Commissioner Wurdinger moved, seconded by Commissioner Patza, that Commissioner Dearborn serve as Chairperson for the 2024-2025 term. Voice Vote. Approved unanimously.

[24-0482](#)

Election of Fox Cities Transit Commission Vice-Chair

Commissioner Firkus nominated for Vice-Chairperson by Commissioner VandeHey, seconded by Commissioner Brown. Voice Vote. Approved unanimously.

[24-0483](#) Establish Meeting Date and Time

Commissioner Brown moved, seconded by Commissioner Wurdinger, that the Fox Cities Transit Commission continue to meet twice a month on Tuesday at 2:50 PM. Voice Vote. Approved unanimously.

[24-0484](#) Designate Ronald McDonald as the Contact Person for the Commission

Commissioner Detienne moved, seconded by Commissioner Wurdinger, that Ronald McDonald be designated as the Contact Person for the Transit Commission. Voice Vote. Approved unanimously.

[24-0486](#) Approval of Payments

Attachments: [March 2024 Payments.pdf](#)

Commissioner Detienne moved, seconded by Commissioner Patza, that Payments be approved. Voice Vote. Motion Carried.

[24-0487](#) Authorization to award a five-year contract with three one-year options to Running Inc. for the provision of Paratransit (ADA and Ancillary) Services - Revised contract terms reference file number 24-0203

Attachments: [FCTC Running contract memo - revised contract terms.pdf](#)

Commissioner Torrance moved, seconded by Commissioner Brown, that the revised contract terms be recommended for approval. Voice Vote. Motion Carried.

7. Information Items

[24-0492](#) Financial Report

Attachments: [March 2024 Income Statement.pdf](#)

This Presentation was presented.

[24-0493](#) Ridership Report

Attachments: [March 2024 Ridership.pdf](#)

This Presentation was presented.

[24-0494](#) 2024 1st Quarter KPI

Attachments: [Quarterly KPI - QTR1 2024.pdf](#)

This Presentation was presented.

[24-0496](#)

Request for Future Agenda Items

This Presentation was discussed.

8. **Next Meeting Date & Time**
 - **May 7, 2024, 2:50 PM - Cancelled**
 - **May 21, 2024, 2:50 PM**

9. Adjournment

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

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/4 TO 2024/4										
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION		
58071000		VT 5307 Admin								
58071000 620100								Training/Conferences		
999990 WAMM	121761	0	2024 4	INV	P			350.00 pcard		SS Mobility Manager
999990 WAMM	121875	0	2024 4	INV	P			175.00 pcard		Mobility Manager co
999990 DELTA AIR	BAGGAGE 122311	0	2024 4	INV	P			30.00 pcard		DELTA AIR BAGGAGE
999990 DELTA AIR	BAGGAGE 122312	0	2024 4	INV	P			30.00 pcard		DELTA AIR BAGGAGE
999990 SQ *KEDIR	122313	0	2024 4	INV	P			48.00 pcard		Travel transportati
999990 LYFT *RIDE FRI 4AM	122830	0	2024 4	INV	P			34.99 pcard		D&A Conference - AE
999990 LYFT *INCREASE TIP	122831	0	2024 4	INV	P			5.25 pcard		D&A Conference - AE
999990 HILTON HOTELS	122832	0	2024 4	INV	P			621.72 pcard		D&A Conference - AE
999990 DELTA AIR	00670323 122856	0	2024 4	INV	P			787.20 pcard		Safety training air
								2,082.16		
								ACCOUNT TOTAL	2,082.16	
58071000 620500								Employee Recruitment		
002158 CAREERBUILDER	122031	0	2024 4	INV	P			79.89 042424	563991	February 2024
999990 EB 2024 FOX CITIES E	122959	0	2024 4	INV	P			350.00 pcard		Employment Fair
								ACCOUNT TOTAL	429.89	
58071000 630100								Office Supplies		
001619 CDW GOVERNMENT, INC.	121812	0	2024 4	INV	P			-73.70 pcard		Office supplies ret
999990 QUILL CORPORATION	121753	0	2024 4	INV	P			31.73 pcard		Office supplies
999990 QUILL CORPORATION	121754	0	2024 4	INV	P			33.99 pcard		Office supplies
999990 QUILL CORPORATION	122886	0	2024 4	INV	P			22.99 pcard		office supplies
999990 QUILL CORPORATION	122887	0	2024 4	INV	P			40.99 pcard		Office supplies
								129.70		
								ACCOUNT TOTAL	56.00	
58071000 630200								Subscriptions		
003221 WISCONSIN AUDIO VIDE	121083	0	2024 4	INV	P			135.00 040324	563774	Transit Center audi
999990 GAN*WINEWSPAPERCIRC	121751	0	2024 4	INV	P			43.00 pcard		Monthly subscriptio
								ACCOUNT TOTAL	178.00	
58071000 630300								Memberships & Licenses		
999990 SQ *ASSOCIATION OF T	121768	0	2024 4	INV	P			50.00 pcard		Travel trainer memb
								ACCOUNT TOTAL	50.00	
58071000 630400								Postage / Freight		
001583 UNITED STATES POSTAL	122885	0	2024 4	INV	P			1.87 pcard		FCTC postage
								ACCOUNT TOTAL	1.87	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/4 TO 2024/4									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
58071000 630500 001198 SAM'S CLUB	121867	0	Awards & Recognition 2024 4	INV	P			Employee recognitio	
						19.98	pcard		
			ACCOUNT TOTAL			19.98			
58071000 632300 000274 CINTAS CORPORATION	122833	0	Safety Supplies 2024 4	INV	P			Safety supplies and	
001655 AUTOMOTIVE SUPPLY CO	121535	0	2024 4	INV	P	295.08	041024	563787 Shop supplies and s	
			ACCOUNT TOTAL			306.46			
58071000 632601 001655 AUTOMOTIVE SUPPLY CO	121534	0	Repair Parts 2024 4	CRM	P			Core credit	
			ACCOUNT TOTAL			-400.00	041024	563787	
58071000 632800 001942 APPLETON SIGN COMPAN	121090	0	Signs 2024 4	INV	P			Sign production and	
			ACCOUNT TOTAL			300.00	040324	563705	
58071000 640800 001021 WESTWOOD INFRASTRUCT	121088	0	Contractor Fees 2024 4	INV	P			Professional servic	
001237 SHRED-IT USA	122888	0	2024 4	INV	P	3,339.50	040324	563773	
003012 LANGUAGE LINE	121533	0	2024 4	INV	P	57.61	pcard	Document management	
			ACCOUNT TOTAL			90.00	041024	563826	
			ACCOUNT TOTAL			3,487.11			
58071000 641200 001573 4IMPRINT, INC.	121811	0	Advertising 2024 4	INV	P			Marketing supplies	
002158 CAREERBUILDER	121613	0	2024 4	INV	P	570.22	pcard		
002486 TIMBER RATTLERS	121078	0	2024 4	INV	P	159.78	042424	563991	
002694 RNS COMMUNICATIONS I	122067	0	2024 4	INV	P	2,750.00	040324	563763	
			ACCOUNT TOTAL			600.00	042424	564066	
			ACCOUNT TOTAL			4,080.00			
58071000 641301 001575 WE ENERGIES	567	0	Electric 2024 4	INV	P			0701172433-00271 E1	
			ACCOUNT TOTAL			4,992.76	040324	563769	
			ACCOUNT TOTAL			4,992.76			
58071000 641302 001575 WE ENERGIES	567	0	Gas 2024 4	INV	P			0701172433-00271 E1	
			ACCOUNT TOTAL			2,769.51	040324	563769	
			ACCOUNT TOTAL			2,769.51			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/4 TO 2024/4		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION
58071000	641308	000250	CELLCOM APPLETON PCS	121752	0	2024	4 INV P			Cellular Phones
								1,271.50	pcard	Phones & data plan
								ACCOUNT TOTAL		1,271.50
58071000	642400	002593	TRANSTRACK	121677	0	2024	4 INV P			Software Support
		003040	OPTIBUS INC	122045	0	2024	4 INV P	7,902.72	042424	564052 Software maintenanc
		003040	OPTIBUS INC	122046	0	2024	4 INV P	7,500.00	042424	564052 Software maintenanc
								15,402.72		
999990	ZOOM.US	888-799-9666	121810	0	2024	4 INV P		10.00	pcard	Monthly charge
999990	WWW.FIELDWIRE.COM		122310	0	2024	4 INV P		44.00	pcard	WWW.FIELDWIRE.COM -
								54.00		
								ACCOUNT TOTAL		15,684.72
								ORG 58071000 TOTAL		35,309.96
58072000										VT 5307 vehicle Maintenance
58072000	630901	000615	HARTLAND LUBRICANTS	121084	0	2024	4 INV P	134.00	040324	Shop Supplies
		000866	MENARDS	121750	0	2024	4 INV P	73.40	pcard	Shop supplies
		000881	MIDLAND PAPER	121676	0	2024	4 INV P	669.45	041724	563930 Shop supplies
		001194	SAFETY-KLEEN	121718	0	2024	4 INV P	91.00	041724	563950 Used oil recycling
		001194	SAFETY-KLEEN	122665	0	2024	4 INV P	273.30	050124	564179 oil waste disposal
								364.30		
		001316	SUPERIOR CHEMICAL CO	122287	0	2024	4 CRM P	-59.16	042424	564076 Shop supply credit
		001316	SUPERIOR CHEMICAL CO	122288	0	2024	4 INV P	80.73	042424	564076 Shop supplies
								21.57		
		001393	ULINE	121813	0	2024	4 INV P	61.80	pcard	Shop supplies
		001655	AUTOMOTIVE SUPPLY CO	121535	0	2024	4 INV P	1,190.48	041024	563787 Shop supplies and s
		001655	AUTOMOTIVE SUPPLY CO	121944	0	2024	4 INV P	369.60	041724	563882 Parts and shop supp
		001655	AUTOMOTIVE SUPPLY CO	121945	0	2024	4 INV P	32.40	041724	563882 Shop supplies
								1,592.48		
		003291	ENERGITECH SERVICES,	121079	0	2024	4 INV P	182.76	040324	563718 Filters
		003291	ENERGITECH SERVICES,	121080	0	2024	4 INV P	235.00	040324	563718 Supplies
								417.76		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/4 TO 2024/4									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
					ACCOUNT TOTAL			3,334.76	
58072000 630902									
001261 SNAP-ON INDUSTRIAL	122314	0	2024 4	INV	P			Tools & Instruments	
								2024 4 INV P	
								130.11 pcard	Tools
					ACCOUNT TOTAL			130.11	
58072000 632101									
000274 CINTAS CORPORATION	122834	0	2024 4	INV	P			Uniforms	
								2024 4 INV P	
								126.21 pcard	Uniforms & mats - m
					ACCOUNT TOTAL			126.21	
58072000 632200									
000763 KWIK TRIP, INC	121532	0	2024 4	INV	P			Gas Purchases	
								2024 4 INV P	
								275.50 041024	563823 Staff vehicle fuel
					ACCOUNT TOTAL			275.50	
58072000 632601									
000089 NEW FLYER OF AMERICA	122661	0	2024 4	INV	P			Repair Parts	
000089 NEW FLYER OF AMERICA	122663	0	2024 4	INV	P			2024 4 INV P	
000089 NEW FLYER OF AMERICA	122664	0	2024 4	INV	P			2,513.72 050124	564170 Parts
								614.34 050124	564170 Parts
								276.28 050124	564170 Parts
								3,404.34	
001595 JX TRUCK CENTER	121933	0	2024 4	INV	P			642.68 041724	563917 Parts
001595 JX TRUCK CENTER	121934	0	2024 4	CRM	P			-2,355.18 041724	563917 Parts credit
001595 JX TRUCK CENTER	121939	0	2024 4	INV	P			421.09 041724	563917 Parts
								-1,291.41	
001655 AUTOMOTIVE SUPPLY CO	121944	0	2024 4	INV	P			1,092.36 041724	563882 Parts and shop supp
003291 ENERGITECH SERVICES,	122048	0	2024 4	INV	P			996.05 042424	564004 Parts
					ACCOUNT TOTAL			4,201.34	
58072000 641700									
001595 JX TRUCK CENTER	121936	0	2024 4	INV	P			Vehicle Repairs & Maint	
001595 JX TRUCK CENTER	121937	0	2024 4	INV	P			2024 4 INV P	
001595 JX TRUCK CENTER	121942	0	2024 4	INV	P			437.50 041724	563917 Bus service coach 1
								437.50 041724	563917 Bus service coach 2
								12,561.77 041724	563917 Bus service coach 2
								13,436.77	
					ACCOUNT TOTAL			13,436.77	
58072000 641800									
000172 BAYCOM, INC.	122047	0	2024 4	INV	P			Equip Repairs & Maint	
								2024 4 INV P	
								92.50 042424	563987 Radio service
					ACCOUNT TOTAL			92.50	
58072000 645100									
					Laundry Services				

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/4 TO 2024/4		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
000274	CINTAS CORPORATION	122834		0	2024	4 INV P	78.56	pcard	Uniforms & mats - m
ACCOUNT TOTAL							78.56		
ORG 58072000 TOTAL							21,675.75		
58073000	VT 5307 Building Maintenance								
58073000	640700								Solid waste/Recycling Pickup
002545	GFL ENVIRONMENTAL	122873		0	2024	4 INV P	109.20	pcard	GFL ENVIRONMENTAL I
002545	GFL ENVIRONMENTAL	122874		0	2024	4 INV P	259.75	pcard	GFL ENVIRONMENTAL T
							368.95		
ACCOUNT TOTAL							368.95		
58073000	641600								Build Repairs & Maint
000758	KUETTEL'S SEPTIC SER	121089		0	2024	4 INV P	425.00	040324	563738 Floor pit cleaning
ACCOUNT TOTAL							425.00		
58073000	644000								Snow Removal Services
003022	BOB & DAVE'S	121531		0	2024	4 INV P	2,710.00	041024	563791 Snow removal and sa
003022	BOB & DAVE'S	122658		0	2024	4 INV P	5,115.00	050124	564118 Snow removal and sa
							7,825.00		
ACCOUNT TOTAL							7,825.00		
58073000	645100								Laundry Services
000274	CINTAS CORPORATION	122833		0	2024	4 INV P	113.91	pcard	Safety supplies and
000274	CINTAS CORPORATION	122834		0	2024	4 INV P	573.12	pcard	Uniforms & mats - m
							687.03		
ACCOUNT TOTAL							687.03		
58073000	659900								Other Contracts/Obligation
002401	CLEAN POWER, LLC	121030		0	2024	4 INV P	573.22	040324	563713 April cleaning serv
ACCOUNT TOTAL							573.22		
58073000	680300 1800								Buildings
000620	HEARTLAND BUSINESS S	121624		0	2024	4 INV P	40,194.98	041724	563912 Valley Transit Remo
003239	IMEG	122660		0	2024	4 INV P	1,591.26	050124	564145 Professional servic
ACCOUNT TOTAL							41,786.24		
ORG 58073000 TOTAL							51,665.44		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/4 TO 2024/4									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
58074000									
58074000 620100									
999990 SCHOOL BUS SAFETY CO	122883	0	2024 4	INV	P			Driver training - T	2,700.00 pcard
									ACCOUNT TOTAL 2,700.00
58074000 632101									
000316 COONEY'S EMBROIDERY	121679	0	2024 4	INV	P		041724	563896 Uniforms	622.00
001396 UNIFIRST CORPORATION	121671	0	2024 4	INV	P		042424	564082 Uniforms	55.44
001396 UNIFIRST CORPORATION	121672	0	2024 4	INV	P		041724	563959 Uniforms	55.44
001396 UNIFIRST CORPORATION	121673	0	2024 4	INV	P		041724	563959 Uniforms	73.92
									184.80
									ACCOUNT TOTAL 806.80
58074000 632200									
001608 GARROW OIL CORPORATI	121114	240267	2024 4	INV	P		040324	563725 #2 Ultra Low sulfur	20,433.70
									ACCOUNT TOTAL 20,433.70
58074000 632602									
001926 GOODYEAR TIRE AND RU	121678	0	2024 4	INV	P		041724	563907 Mileage for March 2	1,662.07
001996 MATTHEWS TIRE, INC.	121947	0	2024 4	INV	P		041724	563928 Tire labor	66.00
001996 MATTHEWS TIRE, INC.	121950	0	2024 4	INV	P		041724	563928 Tire labor	33.00
									99.00
003165 BRIDGESTONE	121983	230542	2024 4	INV	P		041724	563886 Tire program	1,310.09
									ACCOUNT TOTAL 3,071.16
58074000 640800									
002229 STAR PROTECTION AND	121081	0	2024 4	INV	P		040324	563759 March security serv	10,380.50
002401 CLEAN POWER, LLC	121082	0	2024 4	INV	P		040324	563713 Level 1 Bus cleanin	3,796.80
									ACCOUNT TOTAL 14,177.30
58074000 643000									
001588 THEDACARE, INC.	121674	0	2024 4	INV	P		041724	563956 DOT Physical	360.00
001588 THEDACARE, INC.	121675	0	2024 4	INV	P		041724	563957 DOT Physical	910.80
									1,270.80
003122 ASCENSION MEDICAL GR	121529	0	2024 4	INV	P		041024	563782 DOT Physical	1,258.00
003122 ASCENSION MEDICAL GR	121530	0	2024 4	INV	P		041024	563782 DOT Physical	236.00
									1,494.00

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/4 TO 2024/4									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
				ACCOUNT TOTAL					2,764.80
58074000 659900				Other Contracts/Obligation					
999990 BHN*GIFTCARDS.COM	121755	0	2024 4	INV P				2,892.05 pcard	Driver incentive pr
				ACCOUNT TOTAL					2,892.05
				ORG 58074000 TOTAL					46,845.81
58075000			VT 5307	ADA Paratransit					
58075000 640800				Contractor Fees					
001186 RUNNING, INC.	123021	0	2024 4	INV P		050824		564277 April VTII - ADA, E	84,778.45
				ACCOUNT TOTAL					84,778.45
58075000 641308				Cellular Phones					
001442 VERIZON WIRELESS SER	122884	0	2024 4	INV P				700.70 pcard	Data plan for parat
				ACCOUNT TOTAL					700.70
				ORG 58075000 TOTAL					85,479.15
58076000			VT 5307	Ancillary Paratransit					
58076000 640800 1806				Contractor Fees					
001186 RUNNING, INC.	123021	0	2024 4	INV P		050824		564277 April VTII - ADA, E	3,047.00
				ACCOUNT TOTAL					3,047.00
58076000 640800 1807				Contractor Fees					
001186 RUNNING, INC.	123021	0	2024 4	INV P		050824		564277 April VTII - ADA, E	123.30
				ACCOUNT TOTAL					123.30
58076000 640800 1809				Contractor Fees OC Demand Resp					
001186 RUNNING, INC.	123018	0	2024 4	INV P		050824		564277 April Rural service	33,417.30
				ACCOUNT TOTAL					33,417.30
58076000 640800 1813				Contractor Fees-Neenah DAR					
001186 RUNNING, INC.	123019	0	2024 4	INV P		050824		564277 April NWDAR Service	3,056.55
				ACCOUNT TOTAL					3,056.55
58076000 640800 1819				Contractor Fees-Connectr Hours					
001186 RUNNING, INC.	123020	0	2024 4	INV P		050824		564277 April Connector ser	20,818.50
				ACCOUNT TOTAL					20,818.50
58076000 640800 1820				Contractor Fees-Connector Area					
001186 RUNNING, INC.	123020	0	2024 4	INV P		050824		564277 April Connector ser	2,865.00

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/4 TO 2024/4	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
				ACCOUNT TOTAL			2,865.00	
				ORG 58076000 TOTAL			63,327.65	
	FUND 580	Valley Transit		TOTAL:			304,303.76	

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

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For four months Ending April 30, 2024

Description	Month of April Actual	Prior Year April	YTD As of April Actual	Prior YTD April	2024 Amended Budget	2024 % of Total Budget
REVENUES						
Bus Fare Revenue	52,676	102,686	227,139	200,997	858,843	26.45%
Paratransit Fare Revenue	34,863	33,544	140,328	135,272	655,230	21.42%
Total Fare Revenue	87,539	136,230	367,467	336,269	1,514,073	24.27%
Other Charges for Service	8,905	12,788	17,214	28,878	65,000	26.48%
Other Revenues	-	1,209	8,101	5,960	8,000	101.26%
TOTAL REVENUES	96,444	150,227	392,782	371,107	1,587,073	24.75%
EXPENSES BY LINE ITEM						
Regular Salaries & Labor pool alloc	247,657	220,789	953,142	881,754	3,561,580	26.76%
Overtime	50,258	26,173	198,553	113,530	80,077	247.95%
Incentive Pay	-	-	1,480	-	1,335	110.86%
Other Compensation	-	1,914	-	1,914	-	-
Fringes	83,540	91,438	336,885	355,776	1,520,881	22.15%
Unemployment Compensation	-	-	(38,973)	-	-	-
Salaries & Fringe Benefits	381,455	340,314	1,451,087	1,352,974	5,163,873	28.10%
Training & Conferences & Tuition Fees	4,782	2,886	11,141	10,473	27,200	40.96%
Employee Recruitment	430	600	2,510	4,662	7,280	34.48%
Office Supplies & Parking Permits	896	528	3,076	1,846	5,400	56.96%
Subscriptions	178	175	399	390	1,020	39.12%
Memberships & Licenses	50	-	9,230	8,617	18,000	51.28%
Postage & Freight	2	-	889	700	3,700	24.03%
Awards & Recognition	20	91	843	91	930	90.65%
Food & Provisions	-	-	-	632	1,240	0.00%
Insurance	11,468	11,439	239,167	223,162	287,036	77.60%
Insurance dividend & return of surplus	(16,426)	(27,981)	(16,426)	(27,981)	-	-
Depreciation Expense	118,656	107,647	474,625	430,586	1,423,874	33.33%
Administrative Expenses	120,056	95,385	725,454	653,178	1,775,680	40.85%
Landscape Supplies	-	-	-	-	1,500	0.00%
Shop Supplies & Tools (& misc)	3,465	3,092	16,653	10,432	55,450	30.03%
Printing & Reproduction	-	2,192	1,978	2,571	27,910	7.09%
Uniforms	933	390	1,200	1,437	9,280	12.93%
Gas Purchases	20,709	43,930	143,000	191,490	752,750	19.00%
Safety Supplies	306	47	729	401	500	145.80%
Vehicle & Equipment Parts	6,872	34,011	72,152	89,672	348,736	20.69%
Miscellaneous Equipment	-	624	2,884	5,057	25,100	11.49%
Signs	300	1,088	2,332	5,240	12,000	19.43%
Supplies & Materials	32,585	85,374	240,928	306,300	1,233,226	19.54%
Accounting/Audit	-	-	-	-	15,000	0.00%
Bank Services	-	168	681	785	6,680	10.19%
Solid Waste/Recycling	369	337	1,476	1,346	5,753	25.66%
Contractor Fees	165,771	182,720	713,928	660,206	3,683,656	19.38%
Advertising	4,080	5,000	32,033	27,600	50,309	63.67%
Health Services	2,765	977	3,905	4,228	9,200	42.45%
Snow Removal Services	7,825	12,176	38,430	42,270	56,008	68.62%
Laundry Services	766	911	2,685	2,536	15,340	17.50%
Other Contracts/Obligations	3,465	754	5,245	7,020	111,190	4.72%
Purchased Services	185,041	203,043	798,383	745,991	3,953,136	20.20%

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For four months Ending April 30, 2024

Description	Month of April Actual	Prior Year April	YTD As of April Actual	Prior YTD April	2024 Amended Budget	2024 % of Total Budget
Electric	4,993	-	15,007	11,913	56,732	26.45%
Gas	2,770	-	10,114	14,856	23,920	42.28%
Water	-	-	2,301	2,081	7,850	29.31%
Waste Disposal/Collection	-	-	1,304	1,082	4,451	29.30%
Stormwater	-	-	2,569	2,742	10,000	25.69%
Telephone	2,115	1,818	5,221	5,150	29,156	17.91%
Utilities	9,878	1,818	36,516	37,824	132,109	27.64%
Building/Grounds Repair & Maintenance	425	-	425	443	-	0.00%
Vehicle Repair & Maintenance	13,437	1,219	15,874	2,686	10,050	157.95%
Equipment Repair & Maintenance	93	530	4,831	3,822	9,650	50.06%
FMD Charges & Material	-	-	26,497	26,478	137,933	19.21%
Software Support	15,685	28,592	98,147	83,154	143,361	68.46%
Repairs & Maintenance	29,640	30,341	145,774	116,583	300,994	48.43%
Total Operating Expenses	758,655	756,275	3,398,142	3,212,850	12,559,018	27.06%
OPERATING INCOME (LOSS)	(662,211)	(606,048)	(3,005,360)	(2,841,743)	(10,971,945)	
NON-OPERATING REVENUES						
Federal Support	-	-	-	-	4,481,895	0.00%
State Support	-	-	-	-	3,259,155	0.00%
Appleton Support	331,561	324,680	1,326,244	1,298,720	749,774	176.89%
Other Local Support	552,276	1,447,263	1,578,112	1,571,713	2,056,647	76.73%
Investment Income	73	-	16,597	4,211	12,500	132.78%
Donations	4,167	14,167	16,723	26,821	66,326	25.21%
TOTAL NON-OPERATING REVENUE	888,077	1,786,110	2,937,676	2,901,465	10,626,297	27.65%
Land	-	-	-	-	175,000	0.00%
Buildings	41,786	35,127	785,858	105,958	7,500,000	10.48%
Machinery & Equipment	-	-	-	75,940	400,000	0.00%
Furniture & Fixtures	-	-	-	-	722,454	0.00%
Vehicles	-	-	-	-	-	0.00%
Capital Expenditures	41,786	35,127	785,858	181,898	8,622,454	9.11%
NET INCOME (LOSS)	184,081	1,144,935	(853,542)	(122,176)	(8,968,102)	

City of Appleton
PURCHASED TRANSPORTATION
For four months Ending April 30, 2024

Description	Month of April Actual	Prior Year April	YTD As of April Actual	Prior YTD April	2024 Amended Budget	2024 % of Total Budget
PURCHASED TRANSPORTATION EXPENSE						
VTII - Disabled	84,778	84,341	347,495	341,096	2,142,500	16.22%
VTII - Elderly	3,047	4,845	15,328	13,102	64,275	23.85%
PT - Optional (Sunday)	123	593	1,016	1,357	17,140	5.93%
Outagamie County Demand Response Rural	33,417	29,529	128,482	112,335	385,500	33.33%
Outagamie County Human Services Transportation	-	-	-	119	9,820	0.00%
Neenah Dial - A - Ride	3,056	4,712	13,181	18,528	192,423	6.85%
Calumet County Van Service	-	1,846	8,977	8,530	28,800	31.17%
Connector - Extended Service Hours	20,818	22,737	106,746	88,091	412,000	25.91%
Connector - Extended Service Area	2,865	5,356	14,478	22,325	141,625	10.22%
Downtown Trolley	-	-	-	-	40,800	0.00%
Total Purchased Transportation	148,104	153,959	635,703	605,483	3,434,883	18.51%

Total Passengers

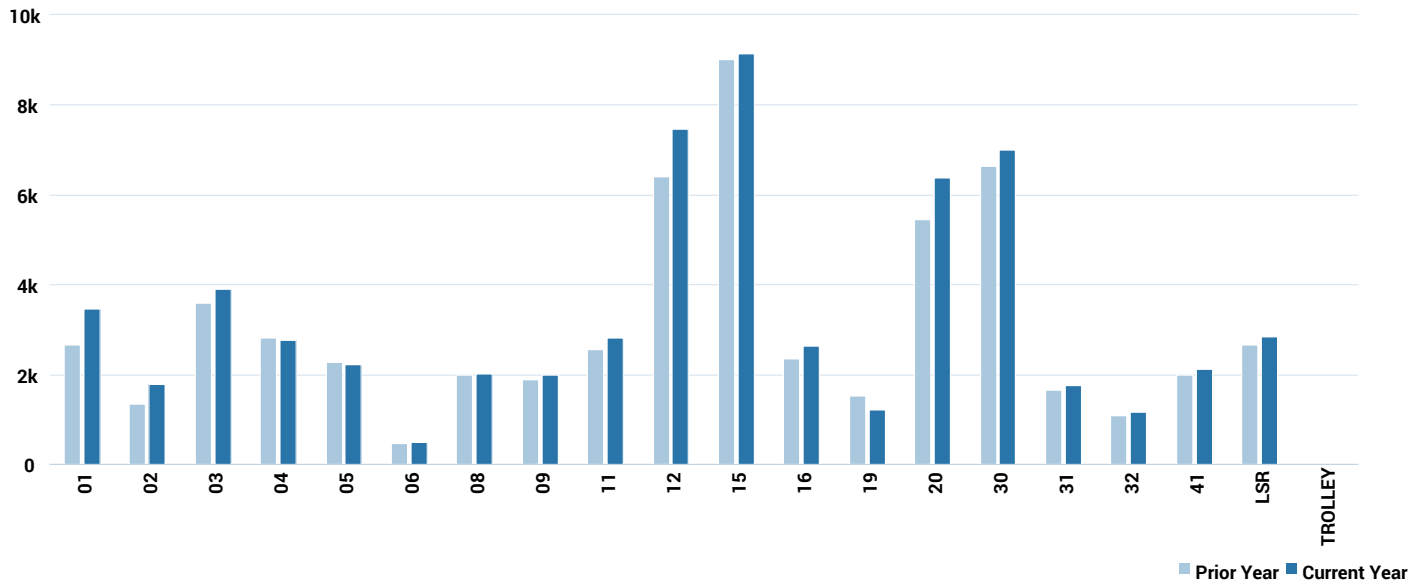
63,218

↗ 8% change
58,372 prev. year

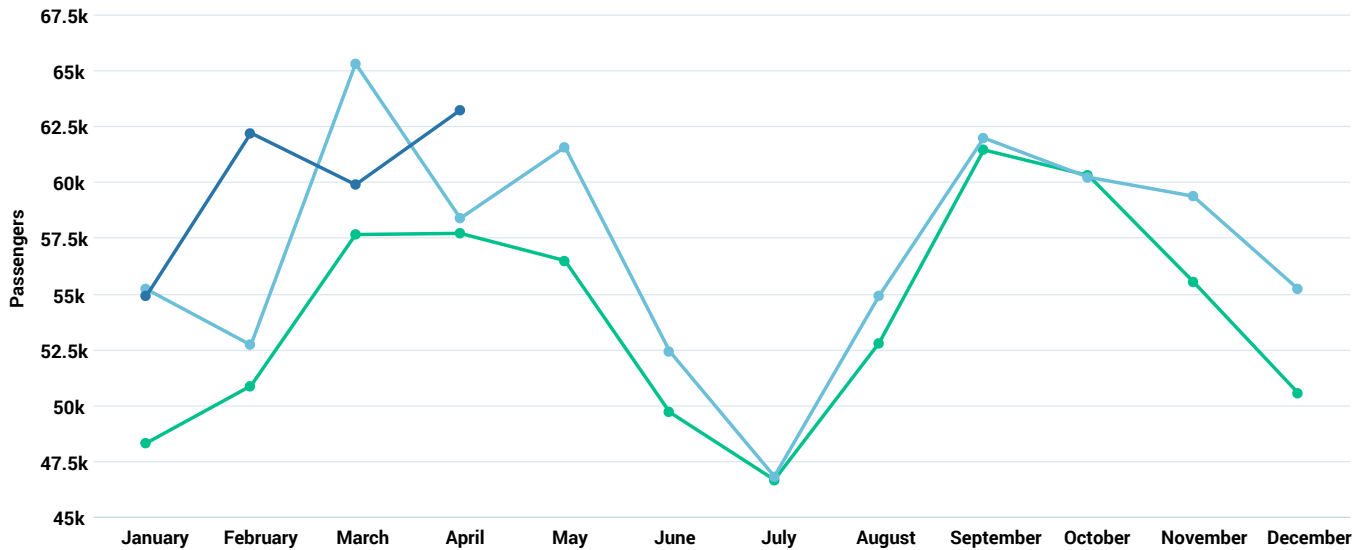
Monthly Fare Group Trend

Fare Group Desc	Prior Year	Current ▼	% Change
Passes & Tickets	26,485	27,792	4.9%
AASD	8,951	9,714	8.5%
Cash	9,398	9,333	-0.7%
Transfers	7,853	8,911	13.5%
FVTC	3,603	4,972	38.0%
Free	1,158	1,409	21.7%
Lawrence University	918	1,087	18.4%

Ridership by Route



Monthly Ridership Trend by Year



Agency FY: ● 2022 ● 2023 ● 2024

Total Passengers

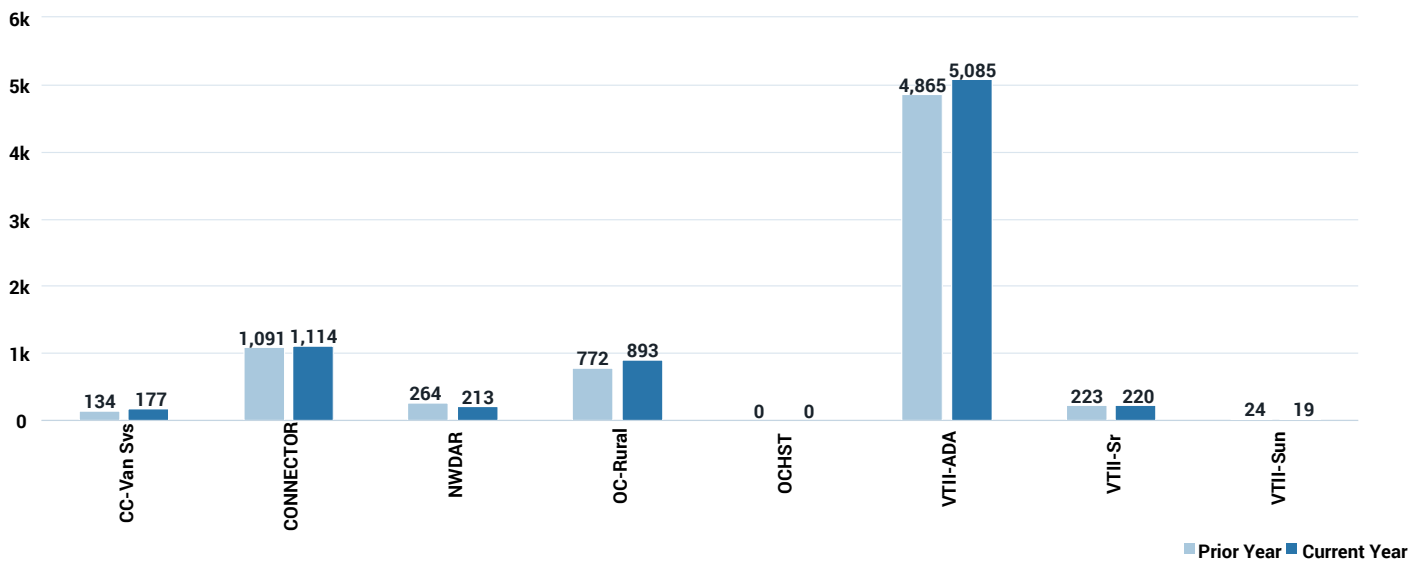
7,721

↗ 5% change
7,373 prev. year

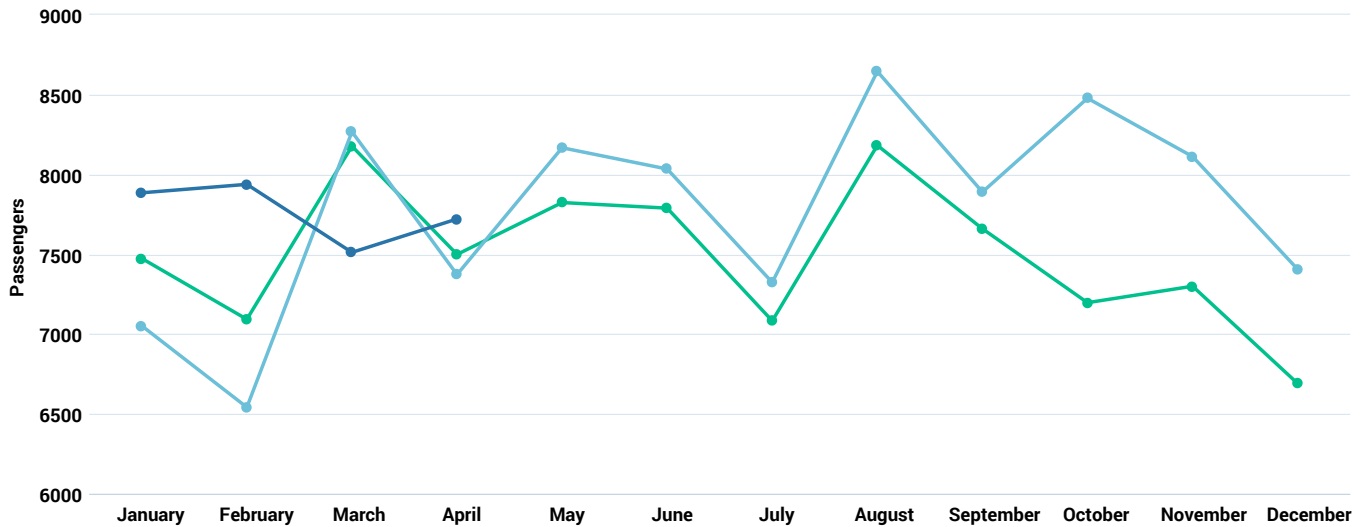
Change in Rides by Program

Reporting Route	Prior Year	Current Year ▼	% Change
VTII-ADA	4,865	5,085	4.52%
CONNECTOR	1,091	1,114	2.11%
OC-Rural	772	893	15.67%
VTII-Sr	223	220	-1.35%
NWDAR	264	213	-19.32%
CC-Van Svs	134	177	32.09%
VTII-Sun	24	19	-20.83%
OCHST	0	0	-

Monthly Ridership by Program



Monthly Ridership Trend by Year



Agency FY: ● 2022 ● 2023 ● 2024