



City of Appleton

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

Meeting Agenda - Final Fox Cities Transit Commission

Tuesday, September 24, 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

[24-1236](#) Approval of minutes from previous meeting

Attachments: [MeetingMinutes 27-August-2024.pdf](#)

5. **Public Hearing/Apearances**

[24-1237](#) Public Participation pm Agenda Items

6. **Action Items**

[24-1238](#) Approval of Payments

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

7. **Information Items**

[24-1239](#) Financial Report

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

[24-1240](#) Ridership Report

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

[24-1241](#) Staffing Update

[24-1242](#) Valley Transit Evening & Saturday Service Modifications Update

[24-1243](#) Request for Future Agenda Items

8. Next Meeting Date & Time

- **October 8, 2024, 2:50 PM - Cancelled**
- **October 22, 2024, 2:50 PM**
- **November 12, 2024, 2:50 PM**
- **November 26, 2024, 2:50 PM**
- **December 10, 2024, 2:50 PM**
- **December 24, 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.



City of Appleton

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

Tuesday, August 27, 2024

2:50 PM

Council Chambers, 6th Floor

Due to technical difficulties, recording does not include sound.

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

Present: 7 - Dexter, VandeHey, Chairperson Dearborn, Wurdinger, Patza, Torrance and Holzschuh

Excused: 5 - Kasimor, Detienne, Firkus, Brown and Heffernan

4. Approval of minutes from previous meeting

[24-1136](#)

Approval of minutes from previous meeting

Attachments: [Meeting Minutes 23-July-2024.pdf](#)

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

5. Public Hearing/Appearances

[24-0974](#)

Public Participation on Agenda Items

No public participation on agenda items

6. Action Items

[24-1137](#)

Approval of Payments

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

Commissioner VandeHey moved, seconded by Commissioner Wurdinger, that the payments be approved. Voice Vote. Motion Carried.

[24-1138](#) Authorization Award Sole Source A&E Services Contract to Kueny Architects, LLC for Whitman Ave. Phase 2 Construction

Attachments: [Award Recommendation Memo_Whitman AE P2.pdf](#)

Commissioner Torrance moved, seconded by Commissioner VandeHey, that the A&E Sole Source Contract Award be recommended for approval. Voice Vote. Motion Carried.

7. Information Items

[24-0978](#) 2023 Audit Presentation

Attachments: [City of Appleton Valley Transit 2023 Single Audit.pdf](#)

Audit report presented by Leah Lasecki, Clifton Larson Allen LLP

The Audit Report was presented

[24-1139](#) Financial Report

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

[July 2024 Income Statement revised.pdf](#)

The Financial Report was presented

[24-1140](#) Ridership Report

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

The Ridership Report was presented

[24-1141](#) Disadvantaged Business Enterprise Program Goal

Attachments: [FCTC DBE Goal 2025.pdf](#)

Valley Transit's 2025 - 2027 Disadvantaged Business Enterprise Program Goals and Policy were presented

[24-1143](#) Request for Future Agenda Items

Future Agenda items were discussed

8. Next Meeting Date & Time

- September 10, 2024, 2:50 PM - Cancelled

- September 24, 2024, 2:50 PM

9. Adjournment

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

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/8 TO 2024/8	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION
58071000									VT 5307 Admin
58071000	423000								Miscellaneous Local Govt Aids
	000278	CITY OF KAUKAUNA	130140	0	2024	8 INV P		42,150.00 090424	566085 Kaukauna 1st & 2nd
	000280	CITY OF MENASHA	130143	0	2024	8 INV P		71,746.00 090424	566086 Menasha 1st & 2nd q
	000281	CITY OF NEENAH	130145	0	2024	8 INV P		147,980.00 090424	566087 Neenah 1st & 2nd qu
	001363	TOWN OF BUCHANAN	130138	0	2024	8 INV P		23,850.00 090424	566118 Buchanan 1st & 2nd
	001366	TOWN OF GRAND CHUTE	130139	0	2024	8 INV P		233,014.00 090424	566119 Grand Chute 1st & 2
	001446	VILLAGE OF KIMBERLY	130141	0	2024	8 INV P		29,112.00 090424	566122 Kimberly 1st & 2nd
	001447	VILLAGE OF LITTLE CH	130142	0	2024	8 INV P		30,710.00 090424	566123 Little Chute 1st &
	001577	VILLAGE OF FOX CROSS	130144	0	2024	8 INV P		87,172.00 090424	566121 Fox Crossing 1st &
								ACCOUNT TOTAL	665,734.00
58071000	620100								Training/Conferences
	000512	FOX CITIES CHAMBER O	129619	0	2024	8 INV P		2,250.00 pcard	Leadership Fox Citi
	002951	APPLETON NOON LIONS	129613	0	2024	8 INV P		395.00 pcard	Expo booth
	999990	DELTA AIR BAGGAGE	129704	0	2024	8 INV P		35.00 pcard	TR - Boston travel
	999990	DOUBLETREE DOWNTWN	130895	0	2024	8 INV P		1,346.16 pcard	TR Boston Travel
	999990	AMERICAN AIR00102864	130896	0	2024	8 INV P		40.00 pcard	TR Boston travel
								1,421.16	
								ACCOUNT TOTAL	4,066.16
58071000	620500								Employee Recruitment
	001372	TRANSITTALENT.COM LL	129365	0	2024	8 INV P		120.00 082124	565935 Master Mechanic Ad
								ACCOUNT TOTAL	120.00
58071000	630100								Office Supplies
	001198	SAM'S CLUB	129663	0	2024	8 INV P		109.84 pcard	Misc supplies
	999990	QUILL CORPORATION	129568	0	2024	8 INV P		117.74 pcard	Office supplies
	999990	QUILL CORPORATION	129569	0	2024	8 INV P		17.99 pcard	Office supplies
	999990	STAMPS.COM STORE	129571	0	2024	8 INV P		16.15 pcard	office supplies
	999990	QUILL CORPORATION	129664	0	2024	8 INV P		96.42 pcard	Office supplies
	999990	QUILL CORPORATION	130899	0	2024	8 INV P		108.93 pcard	Office supplies
								357.23	
								ACCOUNT TOTAL	467.07
58071000	630200								Subscriptions

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/8 TO 2024/8									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
999990 GAN*WINEWSPAPERCIRC	129567	0	2024 8	INV	P			Post crescent subsc	43.00 pcard
ACCOUNT TOTAL									43.00
58071000 630400								Postage / Freight	
001583 UNITED STATES POSTAL	130900	0	2024 8	INV	P			FCTC Postage	2.31 pcard
ACCOUNT TOTAL									2.31
58071000 631603								Other Misc. Supplies	
999990 MAYS KITCHEN	129657	0	2024 8	INV	P			Misc exp - Raise gr	126.81 pcard
999990 MAYS KITCHEN	129658	0	2024 8	INV	P			Misc expense - Rais	86.00 pcard
999990 TST*KLUB KITCHEN	129660	0	2024 8	INV	P			Misc expense - Rais	60.16 pcard
									272.97
ACCOUNT TOTAL									272.97
58071000 632001								City Copy Charges	
001164 RICOH USA, INC.	129739	0	2024 8	INV	P			565916 Copier Charges	539.29 082124
001164 RICOH USA, INC.	129743	0	2024 8	INV	P			565916 Copier Charges	564.09 082124
									1,103.38
ACCOUNT TOTAL									1,103.38
58071000 632002								Outside Printing	
001269 SPECTRA PRINT CORPOR	130114	0	2024 8	INV	P			566113 Marketing printing	314.96 090424
ACCOUNT TOTAL									314.96
58071000 632300								Safety Supplies	
000274 CINTAS CORPORATION	130875	0	2024 8	INV	P			Mats & Safety suppl	111.21 pcard
ACCOUNT TOTAL									111.21
58071000 632700								Miscellaneous Equipment	
999990 VAN VREEDES - APPLLET	129565	0	2024 8	INV	P			Misc equipment	584.85 pcard
ACCOUNT TOTAL									584.85
58071000 632800								Signs	
001942 APPLETON SIGN COMPAN	129251	0	2024 8	INV	P			565852 Advertising sign in	440.00 082124
ACCOUNT TOTAL									440.00
58071000 640300								Bank Service Fees	
000814 LOOMIS ARMORED US, L	128233	0	2024 8	INV	P			565666 August Armored Car	165.48 080724
ACCOUNT TOTAL									165.48
58071000 640800								Contractor Fees	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/8 TO 2024/8		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION
001021	WESTWOOD PROFESSIONA	128252	0	2024	8	INV	P	080724	565711	Professional Servic
001021	WESTWOOD PROFESSIONA	128253	0	2024	8	INV	P	080724	565711	Professional servic
										17,417.25
001771	RED SHOES PR, INC.	128239	0	2024	8	INV	P	080724	565680	July Marketing Effo
003012	LANGUAGE LINE	129248	0	2024	8	INV	P	082124	565902	Translation service
ACCOUNT TOTAL										21,844.15
58071000	641200			Advertising						
001771	RED SHOES PR, INC.	128240	0	2024	8	INV	P	080724	565680	August digital ad b
002694	RNS COMMUNICATIONS I	128250	0	2024	8	INV	P	080724	565684	Employee recruitmen
ACCOUNT TOTAL										7,600.00
58071000	641301			Electric						
001575	WE ENERGIES	571	0	2024	8	INV	P	080724	565708	0701172433-00271 E1
ACCOUNT TOTAL										4,799.89
58071000	641302			Gas						
001575	WE ENERGIES	571	0	2024	8	INV	P	080724	565708	0701172433-00271 E1
ACCOUNT TOTAL										85.06
58071000	642400			Software Support						
999990	WWW.FIELDWIRE.COM	129560	0	2024	8	INV	P	pcard		WWW.FIELDWIRE.COM -
999990	ZOOM.US 888-799-9666	129659	0	2024	8	INV	P	pcard		Teleconference soft
										54.00
ACCOUNT TOTAL										54.00
58071000	659900			Other Contracts/Obligation						
001142	RECYCLE THATSTUFF.CO	130891	0	2024	8	INV	P	pcard		Electronic recyclin
ACCOUNT TOTAL										120.00
ORG 58071000 TOTAL										707,928.49
58072000				VT 5307 vehicle Maintenance						
58072000	630901			Shop Supplies						
000176	BELSON COMPANY	128598	0	2024	8	INV	P	080724	565619	Liners
001194	SAFETY-KLEEN	129256	0	2024	8	INV	P	082124	565918	Oil waste disposal
001198	SAM'S CLUB	129566	0	2024	8	INV	P	pcard		Shop supplies
001316	SUPERIOR CHEMICAL CO	129292	0	2024	8	INV	P	082124	565925	Shop supplies

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/8 TO 2024/8									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
001595 JX TRUCK CENTER	129239	0	2024 8	INV	P			Parts	835.01 082124 565897
001655 AUTOMOTIVE SUPPLY CO	129252	0	2024 8	INV	P			Tools and supplies	151.74 082124 565857
001655 AUTOMOTIVE SUPPLY CO	129253	0	2024 8	INV	P			Parts & supplies	242.58 082124 565857
001655 AUTOMOTIVE SUPPLY CO	129254	0	2024 8	INV	P			Shop supplies	48.00 082124 565857
									442.32
001983 AMAZON	129570	0	2024 8	INV	P			Shop supplies	41.86 pcard
								ACCOUNT TOTAL	2,729.50
58072000 630902								Tools & Instruments	
001607 GRAINGER, INC.	130872	0	2024 8	INV	P			Tools	404.02 pcard
001655 AUTOMOTIVE SUPPLY CO	129252	0	2024 8	INV	P			Tools and supplies	1,608.04 082124 565857
								ACCOUNT TOTAL	2,012.06
58072000 632200								Gas Purchases	
000763 KWIK TRIP, INC	129249	0	2024 8	INV	P			Staff vehicle fuel	333.05 082124 565900
999990 BP#9656307WENONA BP	130898	0	2024 8	INV	P			Fuel for staff vehi	78.30 pcard
								ACCOUNT TOTAL	411.35
58072000 632601								Repair Parts	
000006 ABC BUS, INC.	130106	0	2024 8	INV	P			Parts	2,970.66 090424 566076
000089 NEW FLYER OF AMERICA	130112	0	2024 8	INV	P			Parts	6,773.42 090424 566106
000089 NEW FLYER OF AMERICA	130113	0	2024 8	INV	P			Parts	4,151.58 090424 566106
									10,925.00
000569 GILLIG LLC	130105	0	2024 8	INV	P			Parts	631.98 090424 566098
001595 JX TRUCK CENTER	129238	0	2024 8	INV	P			Parts	1,089.98 082124 565897
001595 JX TRUCK CENTER	129255	0	2024 8	INV	P			Parts	9,783.22 082124 565897
001595 JX TRUCK CENTER	130108	0	2024 8	INV	P			Parts	910.78 090424 566102
001595 JX TRUCK CENTER	130109	0	2024 8	INV	P			Parts	3,645.62 090424 566102
001595 JX TRUCK CENTER	130110	0	2024 8	INV	P			Parts	835.01 090424 566102
001595 JX TRUCK CENTER	130111	0	2024 8	INV	P			Parts	6,511.91 090424 566102
									22,776.52
001655 AUTOMOTIVE SUPPLY CO	129253	0	2024 8	INV	P			Parts & supplies	8.78 082124 565857
001942 APPLETON SIGN COMPAN	128237	0	2024 8	INV	P			Bus numbers	486.86 080724 565609
								ACCOUNT TOTAL	37,799.80

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/8 TO 2024/8		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
58072000	632700	001393	ULINE	130901	0	Miscellaneous Equipment 2024 8 INV P	166.56	pcard	Shop equipment
ACCOUNT TOTAL							166.56		
58072000	641800	000172	BAYCOM, INC.	129293	0	Equip Repairs & Maint 2024 8 INV P	467.50	082124	565858 Equipment repair
003291	ENERGITECH SERVICES,	128251			0	2024 8 INV P	664.92	080724	565632 Tank repairs
003291	ENERGITECH SERVICES,	130121			0	2024 8 INV P	4,796.20	090424	566092 Tank repairs
							5,461.12		
ACCOUNT TOTAL							5,928.62		
58072000	642400	000338	CUMMINS	129563	0	Software Support 2024 8 INV P	16.88	pcard	Software for mainte
000338	CUMMINS	129564			0	2024 8 INV P	1,520.00	pcard	Software for mainte
							1,536.88		
ACCOUNT TOTAL							1,536.88		
58072000	645100	000274	CINTAS CORPORATION	130874	0	Laundry Services 2024 8 INV P	82.52	pcard	Uniforms and Mats
ACCOUNT TOTAL							82.52		
ORG 58072000 TOTAL							50,667.29		
58073000	VT 5307 Building Maintenance								
58073000	645100	000274	CINTAS CORPORATION	130874	0	Laundry Services 2024 8 INV P	286.56	pcard	Uniforms and Mats
000274	CINTAS CORPORATION	130875			0	2024 8 INV P	113.91	pcard	Mats & Safety suppl
							400.47		
ACCOUNT TOTAL							400.47		
58073000	680300	000446	FAITH TECHNOLOGIES,	130118	0	Buildings 2024 8 INV P	5,073.52	090424	566094 Access Control - wh
001021	WESTWOOD PROFESSIONA	130119			0	2024 8 INV P	1,956.50	090424	566131 Professional Servic
001021	WESTWOOD PROFESSIONA	130120			0	2024 8 INV P	4,927.50	090424	566131 Professional servic
							6,884.00		
001283	STAFFORD ROSENBAUM,	129302			230132	2024 8 INV P	899.00	081424	565807 Transit Center Mult
003202	SMA CONSTRUCTION	128262			0	2024 8 INV P	708,139.23	080724	565686 VT Whitman Facility
003239	IMEG	128254			0	2024 8 INV P	1,476.27	080724	565656 Professional servic

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/8 TO 2024/8	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION
				ACCOUNT TOTAL					722,472.02
58073000 680402 1800	000298	COMMERCIAL APPLIANCE 129250	0	Furniture & Fixtures 2024 8 INV P					9,119.00 082124 565873 Ice machine and dis
				ACCOUNT TOTAL					9,119.00
				ORG 58073000 TOTAL					731,991.49
58074000				VT 5307 Operations					
58074000 630300	001791	RADIO ENGINEERING IN 128249	0	Memberships & Licenses 2024 8 INV P					7,715.68 080724 565679 Radio License fee
				ACCOUNT TOTAL					7,715.68
58074000 632101	000316	COONEY'S EMBROIDERY 130115	0	Uniforms 2024 8 INV P					858.00 090424 566088 Uniforms
	001983	AMAZON 130876	0	2024 8 INV P					143.80 pcard Uniforms
				ACCOUNT TOTAL					1,001.80
58074000 632200	001608	GARROW OIL CORPORATI 129779	240631	Gas Purchases 2024 8 INV P					18,428.70 082124 565883 #2 Ultra Low sulfur
				ACCOUNT TOTAL					18,428.70
58074000 632602	001926	GOODYEAR TIRE AND RU 130122	0	Tires 2024 8 INV P					1,049.03 090424 566099 July miles
	001996	MATTHEWS TIRE, INC. 130103	0	2024 8 INV P					90.00 090424 566103 Tire repair
	001996	MATTHEWS TIRE, INC. 130104	0	2024 8 INV P					132.00 090424 566103 Tire repair
									222.00
	003165	BRIDGESTONE 130130	230542	2024 8 INV P					1,257.54 090424 566080 Tire program
	003165	BRIDGESTONE 130131	230542	2024 8 INV P					1,506.02 090424 566080 Tire program
									2,763.56
				ACCOUNT TOTAL					4,034.59
58074000 632700	001387	TYLER TECHNOLOGIES, 129369	0	Miscellaneous Equipment 2024 8 INV P					2,415.00 082124 565936 Hardware Delivery
				ACCOUNT TOTAL					2,415.00
58074000 640800	002229	STAR PROTECTION AND 128236	0	Contractor Fees 2024 8 INV P					8,481.25 080724 565687 July Security servi
				ACCOUNT TOTAL					8,481.25

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/8 TO 2024/8										
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION		
58074000 643000								Health Services		
001588 THEDACARE, INC.	128235	0	2024 8	INV	P			85.00 080724	565695	DOT Physical
001588 THEDACARE, INC.	129246	0	2024 8	INV	P			265.20 082124	565932	DOT Physical
001588 THEDACARE, INC.	129247	0	2024 8	INV	P			85.00 082124	565933	DOT Physical
001588 THEDACARE, INC.	130123	0	2024 8	INV	P			350.20 090424	566115	DOT Physical
001588 THEDACARE, INC.	130124	0	2024 8	INV	P			153.85 090424	566116	DOT Physical
								939.25		
003122 ASCENSION MEDICAL GR	129273	0	2024 8	INV	P			118.00 082124	565855	DOT Physicals
003122 ASCENSION MEDICAL GR	129274	0	2024 8	INV	P			839.00 082124	565855	DOT Physicals
								957.00		
								ACCOUNT TOTAL		1,896.25
								ORG 58074000 TOTAL		43,973.27
58075000								VT 5307 ADA Paratransit		
58075000 423000								Miscellaneous Local Govt Aids		
001579 WINNEBAGO COUNTY	130147	0	2024 8	INV	P			50,520.00 090424	566132	Win County 1st & 2n
001596 OUTAGAMIE COUNTY	130146	0	2024 8	INV	P			145,712.00 090424	566107	Out County 1st & 2n
001621 CALUMET COUNTY	130148	0	2024 8	INV	P			9,944.00 090424	566084	Cal County 1st & 2n
								ACCOUNT TOTAL		206,176.00
58075000 640800								Contractor Fees		
001186 RUNNING, INC.	131009	0	2024 8	INV	P			108,574.00 091124	566230	August VTII, Elderl
								ACCOUNT TOTAL		108,574.00
58075000 641308								Cellular Phones		
001442 VERIZON WIRELESS SER	130873	0	2024 8	INV	P			700.70 pcard		Data service
								ACCOUNT TOTAL		700.70
								ORG 58075000 TOTAL		315,450.70
58076000								VT 5307 Ancillary Paratransit		
58076000 640800 1806								Contractor Fees		
001186 RUNNING, INC.	131009	0	2024 8	INV	P			4,493.50 091124	566230	August VTII, Elderl
								ACCOUNT TOTAL		4,493.50
58076000 640800 1807								Contractor Fees		
001186 RUNNING, INC.	131009	0	2024 8	INV	P			203.00 091124	566230	August VTII, Elderl
								ACCOUNT TOTAL		203.00

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/8 TO 2024/8										
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION		
58076000 640800 1809 001186 RUNNING, INC.	131014	0	2024 8	OC INV	Demand Resp	091124	566230	August OC rural ser	29,011.10	
				ACCOUNT TOTAL					29,011.10	
58076000 640800 1813 001186 RUNNING, INC.	131013	0	2024 8	Fees-Neenah DAR INV P		091124	566230	August NWDAR servic	3,270.19	
				ACCOUNT TOTAL					3,270.19	
58076000 640800 1818 001621 CALUMET COUNTY	131015	0	2024 8	Fees-CC Rural INV P		091124	566160	August CC Van servi	3,005.75	
				ACCOUNT TOTAL					3,005.75	
58076000 640800 1821 000774 LAMERS BUS LINES, IN 131016 000774 LAMERS BUS LINES, IN 131017	131016 131017	0 0	2024 8 2024 8	Fees-Trolley INV P INV P		091124 091124	566199 566199	August Trolley serv August Trolley serv	7,462.50 5,671.50	
									13,134.00	
				ACCOUNT TOTAL					13,134.00	
58076000 640800 1822 001186 RUNNING, INC.	131010	0	2024 8	Contractor Fees INV P		091124	566230	August Connector se	70,470.00	
				ACCOUNT TOTAL					70,470.00	
				ORG 58076000 TOTAL					123,587.54	
FUND 580 Valley Transit			TOTAL:						1,973,598.78	

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

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For Eight Months Ending August 31, 2024

Description	Month of August Actual	Prior Year August	YTD As of August Actual	Prior YTD August	2024 Amended Budget	2024 % of Total Budget
REVENUES						
Bus Fare Revenue	21,827	47,078	408,261	421,404	858,843	47.54%
Paratransit Fare Revenue	28,851	36,719	264,702	278,418	655,230	<u>40.40%</u>
Total Fare Revenue	50,678	83,797	672,963	699,822	1,514,073	44.45%
Other Charges for Service	7,025	5,463	34,093	54,131	65,000	52.45%
Other Revenues	587	1,343	9,570	10,351	8,000	<u>119.63%</u>
TOTAL REVENUES	58,290	90,603	716,626	764,304	1,587,073	<u>45.15%</u>
EXPENSES BY LINE ITEM						
Regular Salaries & Labor pool alloc	304,690	328,408	1,876,439	1,859,825	3,561,580	52.69%
Overtime	36,495	45,666	421,681	228,805	80,077	526.59%
Incentive Pay	-	-	1,480	-	1,335	110.86%
Other Compensation	-	-	1,832	1,914	-	0.00%
Fringes	98,335	107,109	696,498	739,319	1,520,881	45.80%
Unemployment Compensation	-	-	(38,887)	-	-	<u>0.00%</u>
Salaries & Fringe Benefits	439,520	481,183	2,959,043	2,829,863	5,163,873	57.30%
Training & Conferences	4,547	640	20,009	14,651	27,200	73.56%
Employee Recruitment	120	-	3,509	7,042	7,280	48.20%
Office Supplies & Parking permits	467	1,785	4,985	5,135	5,400	92.31%
Subscriptions	43	43	706	1,061	1,020	69.22%
Memberships & Licenses	7,716	53	21,996	13,244	18,000	122.20%
Postage & Freight	2	-	1,671	2,309	3,700	45.16%
Awards & Recognition	-	-	943	191	930	101.40%
Food & Provisions	-	201	272	833	1,240	21.94%
Insurance	11,468	11,439	285,039	270,201	287,036	93.58%
Insurance dividend & return of surplus	-	-	(16,426)	(27,981)	-	-
Depreciation Expense	118,656	107,647	949,249	861,172	1,423,874	<u>66.67%</u>
Administrative Expenses	143,019	121,808	1,271,953	1,147,858	1,775,680	71.63%
Landscape Supplies	-	-	470	853	1,500	31.33%
Shop Supplies & Tools (& misc)	5,015	5,205	32,380	24,506	55,450	58.39%
Printing & Reproduction	1,418	2,436	9,467	17,845	27,910	33.92%
Uniforms	1,002	729	4,137	2,783	9,280	44.58%
Gas Purchases	18,840	45,719	276,105	334,780	752,750	36.68%
Safety Supplies	111	50	1,155	657	500	231.03%
Vehicle & Equipment Parts	41,835	27,386	186,572	233,497	348,736	53.50%
Miscellaneous Equipment	3,166	1,353	22,434	8,008	25,100	89.38%
Signs	440	-	3,272	5,310	12,000	<u>27.27%</u>
Supplies & Materials	71,827	82,878	535,994	628,239	1,233,226	43.46%
Accounting/Audit	-	-	14,863	-	15,000	99.08%
Bank Services	165	513	1,824	2,753	6,680	27.30%
Solid Waste/Recycling	-	337	2,214	2,356	5,753	38.48%
Contractor Fees	262,487	227,479	1,585,031	1,425,655	3,683,656	43.03%
Advertising	7,600	5,000	64,983	51,708	50,309	129.17%
Health Services	1,896	1,412	9,406	8,028	9,200	102.24%
Snow Removal Services	-	-	39,179	42,270	56,008	69.95%

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For Eight Months Ending August 31, 2024

Description	Month of August Actual	Prior Year August	YTD As of August Actual	Prior YTD August	2024 Amended Budget	2024 % of Total Budget
Laundry Services	483	1,508	6,554	6,307	15,340	42.73%
Other Contracts/Obligations	120	2,638	16,793	24,860	111,190	15.10%
Purchased Services	272,752	238,887	1,740,846	1,563,937	3,953,136	44.04%
Electric	4,800	5,627	32,342	29,916	56,732	57.01%
Gas	85	97	12,203	17,043	23,920	51.01%
Water	394	388	4,966	4,680	7,850	63.26%
Waste Disposal/Collection	262	241	2,914	2,544	4,451	65.47%
Stormwater	654	662	5,898	5,936	10,000	58.98%
Telephone	836	2,752	13,670	13,621	29,156	46.88%
Utilities	7,031	9,767	71,993	73,740	132,109	54.49%
Building/Grounds Repair & Maintenance	-	23	963	2,464	-	0.00%
Vehicle Repair & Maintenance	-	3,852	15,874	11,337	10,050	157.95%
Equipment Repair & Maintenance	5,929	218	15,338	7,651	9,650	158.94%
FMD Charges & Material	8,907	12,060	64,177	75,826	137,933	46.53%
Software Support	1,591	683	135,067	114,753	143,361	94.21%
Repairs & Maintenance	16,427	16,836	231,420	212,031	300,994	76.89%
Total Operating Expenses	950,575	951,359	6,811,248	6,455,668	12,559,018	54.23%
OPERATING INCOME (LOSS)	(892,285)	(860,756)	(6,094,622)	(5,691,364)	(10,971,945)	
NON-OPERATING REVENUES						
Federal Support	-	-	2,102,530	1,993,961	4,481,895	46.91%
State Support	-	-	842,814	766,933	3,259,155	25.86%
Appleton Support	331,561	324,680	2,652,488	1,533,944	749,774	353.77%
Other Local Support	(687,439)	232,518	1,985,493	2,088,034	2,056,647	96.54%
Investment Income	21	48	31,201	71,233	12,500	249.61%
Donations	-	4,167	29,391	43,489	66,326	44.31%
TOTAL NON-OPERATING REVENUE	(355,857)	561,413	7,643,917	6,497,594	10,626,297	71.93%
Land	-	-	-	-	175,000	0.00%
Buildings	723,102	13,590	3,717,708	172,003	7,500,000	49.57%
Machinery & Equipment	-	228,098	-	365,192	400,000	0.00%
Furniture & Fixtures	9,119	-	103,144	-	722,454	14.28%
Vehicles	-	-	-	-	-	0.00%
Capital Expenditures	732,221	241,688	3,820,852	537,195	8,797,454	43.43%
NET INCOME (LOSS)	(1,980,363)	(541,031)	(2,271,557)	269,035	(9,143,102)	

City of Appleton
PURCHASED TRANSPORTATION
For Eight Months Ending August 31, 2024

Description	Month of August Actual	Prior Year August	YTD As of August Actual	Prior YTD August	2024 Amended Budget	2024 % of Total Budget
PURCHASED TRANSPORTATION EXPENSE						
VTII - Disabled	108,574	101,816	719,164	719,569	2,142,500	33.57%
VTII - Elderly	4,494	4,605	32,003	30,741	64,275	49.79%
PT - Optional (Sunday)	203	286	2,192	2,531	17,140	12.79%
Outagamie County Demand Response Rural	29,011	32,189	253,739	233,921	385,500	65.82%
Outagamie County Human Services Transportation	-	-	-	119	9,820	0.00%
Northern Winnebago Dial - A - Ride	3,270	5,266	29,335	38,378	192,423	15.25%
Calumet County Van Service	3,006	-	26,190	14,172	28,800	90.94%
Connector	70,470	29,974	303,679	226,188	553,625	54.85%
Downtown Trolley	13,134	34,648	34,377	34,648	40,800	84.26%
Total Purchased Transportation	232,162	208,784	1,400,679	1,300,267	3,434,883	40.78%

Total Passengers

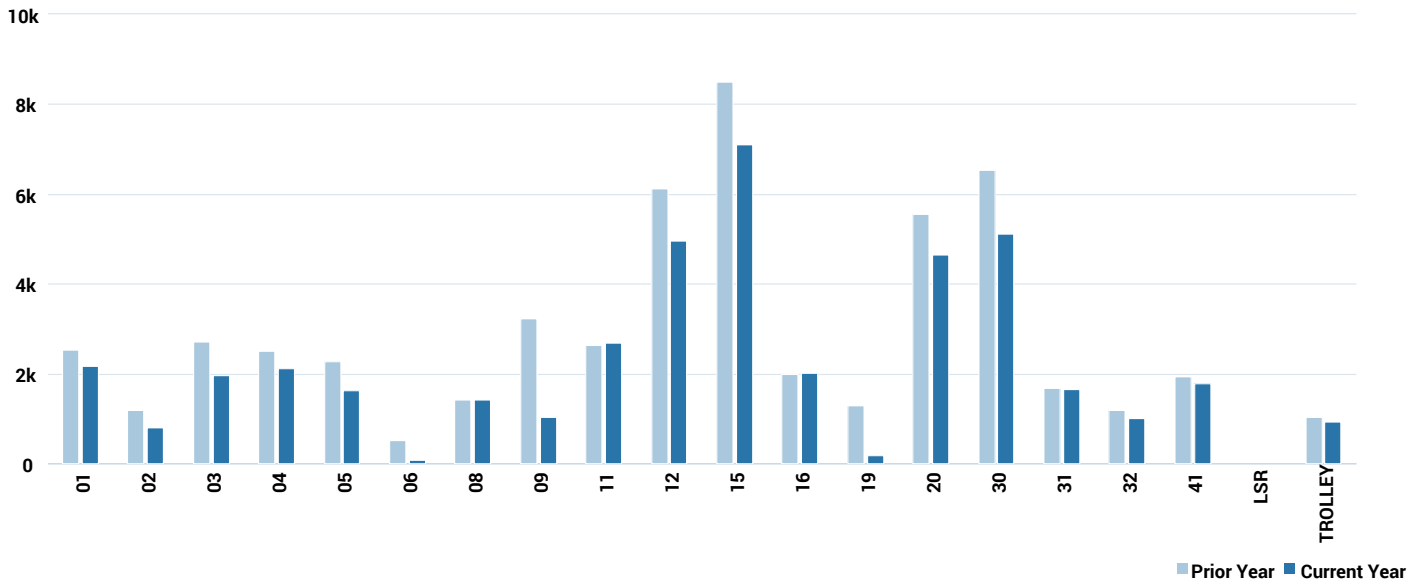
43,332

↘ -21% change 54,897 prev. year

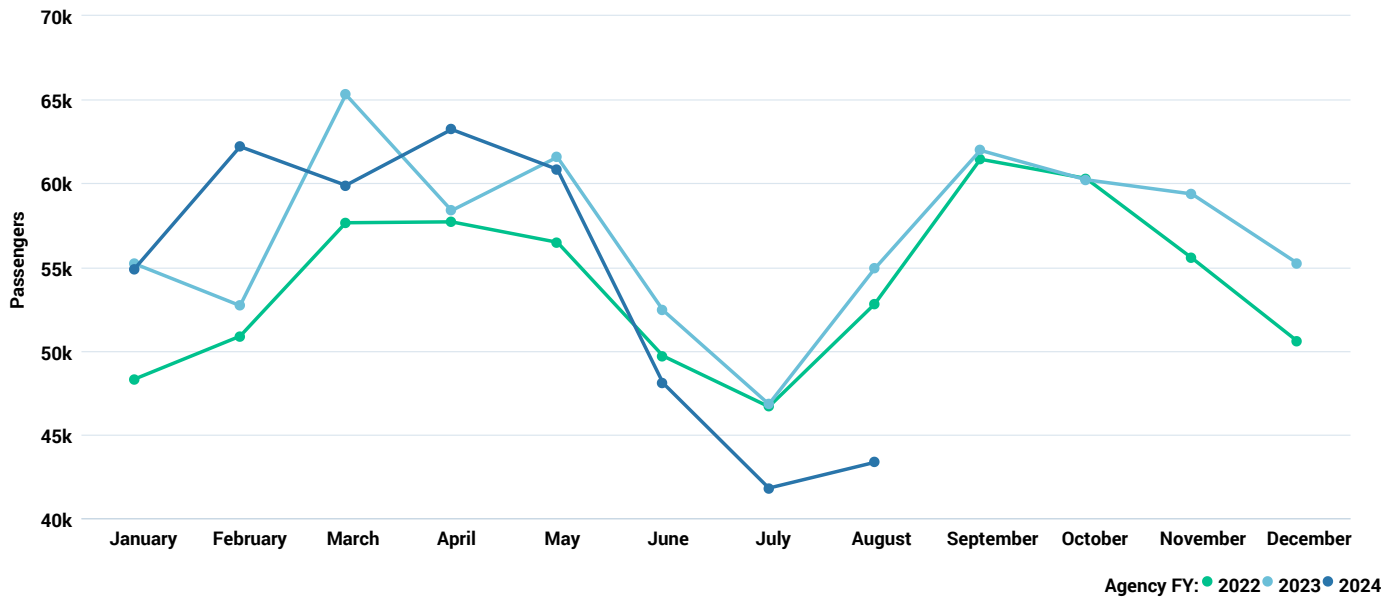
Monthly Fare Group Trend

Fare Group Desc	Prior Year	Current ▼	% Change
Passes & Tickets	27,014	21,142	-21.7%
Cash	9,336	7,969	-14.6%
Transfers	8,182	7,308	-10.7%
FVTC	3,770	3,115	-17.4%
Free	3,965	2,137	-46.1%
AASD	2,111	1,248	-40.9%
Lawrence University	519	413	-20.4%

Ridership by Route



Monthly Ridership Trend by Year



Total Passengers

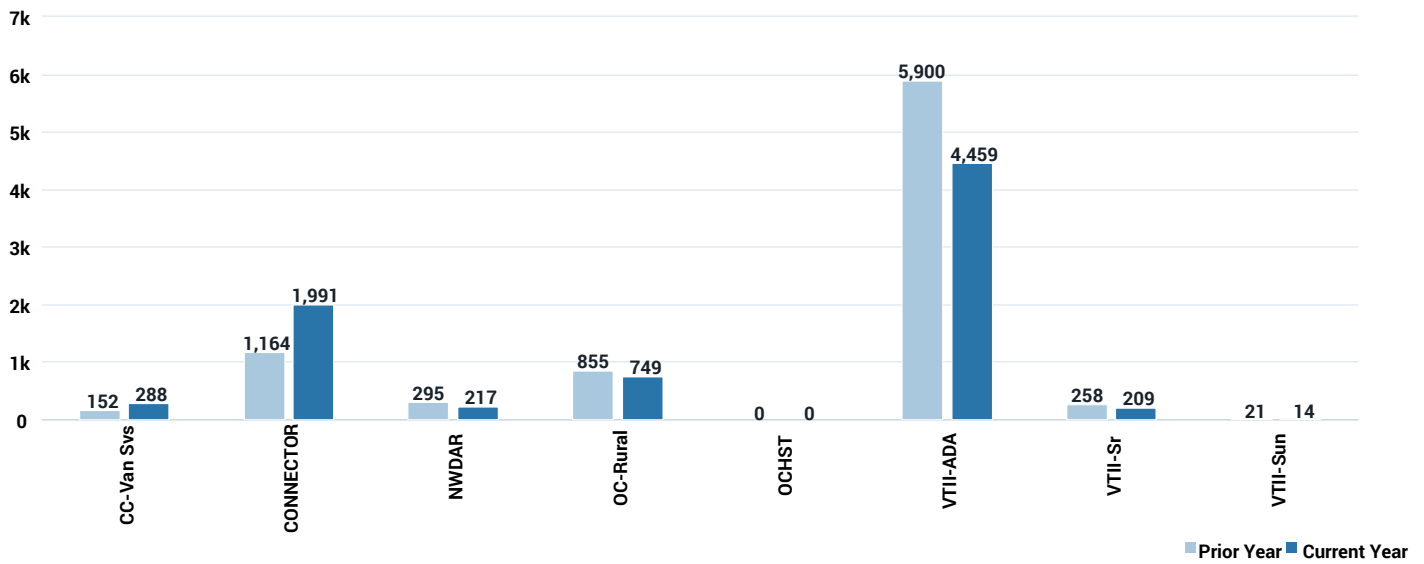
7,927

↘ -8% change
8,645 prev. year

Change in Rides by Program

Reporting Route	Prior Year	Current Year ▼	% Change
VTII-ADA	5,900	4,459	-24.42%
CONNECTOR	1,164	1,991	71.05%
OC-Rural	855	749	-12.40%
CC-Van Svs	152	288	89.47%
NWDAR	295	217	-26.44%
VTII-Sr	258	209	-18.99%
VTII-Sun	21	14	-33.33%
OCHST	0	0	-

Monthly Ridership by Program



Monthly Ridership Trend by Year

