

Full Meeting

Fox Cities Transit Commission

Tue, May 27, 2025 2:50PM

George Dearborn (Chairman) 00:00

[...] 50 so I'll call the meeting to order of the Valley Transit Commission, and start with that.

All Present 00:08

I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible with liberty and justice for all.

George Dearborn (Chairman) 00:25

And I want to point out that we need to be use the mics more carefully so that—speak into them. So, I'll make that effort, and we'll make sure the proper mics are turned on during the meeting.

George Dearborn (Chairman) 00:39

So, begin with the roll call of members please.

[Roll call is taken. Those present: Larry Wurdinger, Michael Brown, George Dearborn, Martyn Smith, Diane Dexter, Vered Meltzer, Greg Vandehey, Miayoua Thao, Claire Holzschuh. Those excused: Mike Patza, Carol Kasimor, and Ron Torrance]

Deb Ebben (Assistant General Manager - Valley Transit) 01:21

A quorum has been established.

George Dearborn (Chairman) 01:23

Thank you. I think that's working very effectively now. Everyone should be able to hear.

George Dearborn (Chairman) 01:29

The next item is for any one that has any public forum information. I see no one here, so. Minutes, okay, after that. All right. Now, I gotta read this here. First, we need a motion to approve the minutes.

Larry Wurdinger (Commission Member) 01:46

I so move.

Michael Brown (Commissioner) 01:47

Second.

George Dearborn (Chairman) 01:48

Got a motion and a second. If there are no questions, all those in favor, please say, aye. Aye. Any opposed? Thank you. Motion carries.

George Dearborn (Chairman) 01:56

Then public appearances, and I see none. I don't think we have anybody remotely, correct?

General Manager Ron McDonald (Valley Transit) 02:01

Correct.

George Dearborn (Chairman) 02:02

All right. Then we'll move on to action items. And the first action item is approval of payments. And I need a motion to approve, please.

Aldersperson Martyn Smith (District 4) 02:12

So, moved.

Aldersperson Vered Meltzer (District 2) 02:12

Second.

George Dearborn (Chairman) 02:12

Have a motion and a second, and, Deb, if you please go over the payments.

Deb Ebben (Assistant General Manager - Valley Transit) 02:17

Thank you, Chair. Today, diesel year-to-date is \$2.40 a gallon. Our budget is \$3.75 a gallon. Unleaded year-to-date is \$2.71 a gallon, and our budget is \$4.50 gal. There really isn't much to discuss, unless you have questions. The only thing I had is on page five, we made three payments to Bob and Dave's that's for snow removal. I know we're almost in June, so I thought maybe that looked a little funny. And the first one is from February, and the second two payments are actually March activities.

George Dearborn (Chairman) 03:04

If there are no questions about that, all those in favor, please say aye. Aye. Opposed? Thank you. Motion carries.

George Dearborn (Chairman) 03:12

Then the next item is authorization to purchase property by the facility, and I need a motion to approve, please.

Aldersperson Vered Meltzer (District 2) 03:22

Move to approve.

George Dearborn (Chairman) 03:24

A motion to second. Then Ron will go over this. We all have materials in our packet.

General Manager Ron McDonald (Valley Transit) 03:28

Thank you, Chair. So, I did include a memo in the packet. So, this is for 222 North Oneida Street. That's the green parcel just to north end of our transit center. If you envision our transit center being a rectangle from Washington Street to Franklin, between the yellow ramp and Oneida street, there's one small vacant parcel there. Previously was the Menn Law office building has been vacant for a couple of years or for a few years, and we have a accepted offer to purchase for \$150,000. We had an independent appraisal done of the property at \$150,000. So, what we're doing is asking for your authorization to execute a offer to purchase for \$150,000 at the 222 North Oneida Street. Glad to answer any questions, if anybody has any.

George Dearborn (Chairman) 04:20

And there is an appraisal we have to—

General Manager Ron McDonald (Valley Transit) 04:26

Correct.

Tue, May 27, 2025

George Dearborn (Chairman) 04:27

—which indicates the value. So, all right. I guess if there are no questions, all those in favor, please say aye. Any opposed? No? Okay. Missio—motion carries. Thanks.

General Manager Ron McDonald (Valley Transit) 04:39

Thank you.

George Dearborn (Chairman) 04:40

Then we'll move on to the next item, which is approval of Title VI program options. And I need a motion to approve first, please.

Aldersperson Vered Meltzer (District 2) 04:53

Move to approve

Aldersperson Martyn Smith (District 4) 04:54

Second.

George Dearborn (Chairman) 04:55

Motion and second, and Sarah is going to go over that, please.

Sarah Schneider (Mobility Manager - Valley Transit) 05:01

Yes, Title VI program is the Title VI Act of 1964 which means not no discrimination against any individual of race, color, national origin, and in any activities or programs that receive federal assistance. And so, every three years we're required to update our plan. And so, the plan in front of you today is the updated version, which in essence, was taken from 2022 which is the last time our plan was done and just revised to include recent census data and update any activities that we are doing to ensure nondiscriminatory activities.

George Dearborn (Chairman) 05:37

I guess if there are no questions, all those in favor, please say aye. Aye. Any opposed? No? Motion carries. Thank you.

George Dearborn (Chairman) 05:52

Then we'll move on to information items. And the first item is the financial report, and Deb, if you could go over that, please.

Deb Ebben (Assistant General Manager - Valley Transit) 05:59

Thank you, Chair. Today we're looking at April's financials. April should be at 33% of the budget. Our bus fare revenues continue to be under budget in April. As you can see, some of the timing issues are catching up from the prior months, but our deposits tend to be two weeks late in showing up in the report. So, these deposits actually include from March 18 through the 31st but they end at April 14. So, it's just the way that this ends up each month.

Deb Ebben (Assistant General Manager - Valley Transit) 06:38

Our other charges for services is advertising revenue, and that is looking like it's going to be less than last year at this time. Our expenses were over budget in our overtime line item, but under budget in our overall personnel expenses. We're slightly over budget in administrative expenses, and this is mostly because we pay out our insurance at the beginning of the year along with some of our memberships and subscriptions. And employee recruitment, will be over budget this year. We're under budget in supplies and materials, purchased services,

Tue, May 27, 2025

and utilities on the second page, and over budget it repairs and maintenance. Most of our software is expensed at the beginning of the year, and we should be fine by the end of the year. Overall, we're under budget in our expenses, including purchased transportation on page three.

George Dearborn (Chairman) 07:41

If there are no questions on that, let's move on to the next item, which is ridership report, and that will be Deb again, please.

Deb Ebben (Assistant General Manager - Valley Transit) 07:50

We're looking at April ridership. Our April fixed route ridership was down 19% which was approximately 12,000 rides when you compare it to 2024. The reduction in rides during April was across all fair types and routes, with the exception of AASD, and this continues to be reflective of the service changes we implemented in July of last year.

Deb Ebben (Assistant General Manager - Valley Transit) 08:17

The ADA and ancillary services increased 10% in April, or approximately 700 rides when you compare it to 2024. The number of rides taken on the ADA services continues to decline when you compare it to the prior year, but all of the other services during April this year showed an increase. Again, due to our service changes implemented last year, the Connector continues to show an increase in rides. In April, it was approximately 1000 rides when you compare it to 2024.

George Dearborn (Chairman) 08:58

If there are no questions from anyone, I will move on to the next time, which is request for agenda items. And again, as always, just request those and they can be put on the next agenda. Yes—oh yes. I'm sorry.

Michael Brown (Commissioner) 09:15

We were talking about this earlier before the meeting [...] and I, but can we have a conversation about possibly creating a consent agenda within this agenda? I think there's a lot of things that—not that I don't like hearing from staff, you know, giving the reports—but all the reports are there, and there's no action that needs to be taken. You know, are there things that we could put under consent agenda to just be more efficient with the meeting and then just question for future discussion item.

General Manager Ron McDonald (Valley Transit) 09:44

I guess I'll ask the commission, do you prefer that we bring it back to talk about creating a new agenda, or was this something you just like staff to work on to create a consent agenda?

Larry Wurdinger (Commission Member) 09:55

I think we can just leave it the way it is. It's not like we're killing a lot of time here. I get it in these me—I been on government boards where the meetings go three hours, and it's nice to have a consent agenda, but here we're done in a half hour anyway. I don't think it's a big deal. I wouldn't even waste your time talking about it. If it was up to me, I'd just leave it the way it is.

General Manager Ron McDonald (Valley Transit) 10:20

Okay, well then, I think we should probably have an agenda item to chat about it, because we don't have one now. Does that make sense? We'll chat about it, but I mean everybody can weigh in on it then. Okay, we'll put it on the agenda.

George Dearborn (Chairman) 10:30

Okay. And then—

General Manager Ron McDonald (Valley Transit) 10:35

Anything else I can certainly [...] **[Crosstalk]**

George Dearborn (Chairman) 10:39

Okay. Okay, then move on to next meeting date. And looks like, Ron, you're proposing to cancel the June 10—

General Manager Ron McDonald (Valley Transit) 10:50

Correct.

George Dearborn (Chairman) 10:50

—and do the June 24 meeting. I assume, as usual, if there's something that unique that came up, you would contact us.

George Dearborn (Chairman) 10:59

So, with that, I'd ask for a motion to adjourn, please.

Michael Brown (Commissioner) 11:04

So, moved.

Alderperson Vered Meltzer (District 2) 11:05

Second.

George Dearborn (Chairman) 11:07

Have a motion and a second, all those in favor, please say aye. Aye. Any oppose? Thanks. Motion carries. Thanks.