

## Action And Information Items

### Fox Cities Transit Commission

Tue, Jun 24, 2025 2:50PM

**George Dearborn (Chairman) 01:58**

So next will be the action items, and we'll begin with approval of payments. And I need a motion to approve the payments, please.

**Ronald Torrance (Commissioner) 02:08**

So move.

**Alderson Vered Meltzer (District 2) 02:09**

Second.

**George Dearborn (Chairman) 02:10**

We have a motion and second, and, Kristin, you're going to go over those please, if you would.

**Kristin Stohl (Enterprise Account Manager - Valley Transit) 02:14**

Sure. Thank you, Chair. In our packets is the May check register and just have a few items that I'd like to highlight. On page four is a payment to Milwaukee Transport for \$58,360. This was our second payment for the validators for the WisGo system. On page five, there's a payment for snow so—snow removal for Bob and Dave's. This was for snow removal on salting the sidewalks at the Transit Center on March 31. There is also a payment to Kueny Architects for \$20,690 for the Phase One of the Whitman remodel project. At the bottom of that page, you'll see our payment to Garrow oil for diesel gas. Average year to date cost for diesel is \$2.36 per gallon, and we budgeted \$3.75. Our average cost for unleaded so far this year is \$2.77 per gallon, and we budgeted \$4.50. Lastly, we made our first quarter payment to Lutheran Social Services for \$12,990 for their Section 53 time program called Make the Ride Happen. That's my—completes my overview. Does anybody have any questions?

**George Dearborn (Chairman) 03:31**

Seeing—no, I guess not. Was your question? Seeing none, all those in favor please say aye. Opposed? Thank you. Motion carries.

**George Dearborn (Chairman) 03:41**

And the next item we have is the award recommendation for the fleet fuel system and some software upgrades. And Ron if you—I need a motion first to approve, please.

**Alderson Vered Meltzer (District 2) 03:58**

Move to approve.

**George Dearborn (Chairman) 04:00**

A motion and a second. Ron, please.

**Mike Patza (Commissioner) 04:00**

Second.

**General Manager Ron McDonald (Valley Transit) 04:02**

Thank you, Chair. So, as Chair mentioned, we're looking for award recommendation for a full fleet CAD/AVL system hardware upgrade and software subscription extension. There's a pretty extensive memo. I don't know if I need to go through the whole thing for you. I guess I would like to make one correction as long as we're here. The bottom of the second page says "five-year extension 2028 to 2032"; it's actually 2033 instead of 2032. So just clarify that, because it says something different on the recommendation. Yeah, I guess I'll be glad to answer any questions. There's a lot of information that we provided you. If anybody has any questions, I'll be glad to answer questions for you.

**George Dearborn (Chairman) 04:54**

I'm seeing none. Okay? None? All right. Guess then, given that, need all those in favor, please say aye. Aye. Any opposed? Thank you. Motion carries. Thank you.

**General Manager Ron McDonald (Valley Transit) 05:07**

Thank you.

**George Dearborn (Chairman) 05:08**

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

**Kristin Stohl (Enterprise Account Manager - Valley Transit) 05:18**

Thank you, Chair. I'd like to give an update on our May financials. Our benchmark for revenues and expenses is about 41% of our budget. For revenues our fare revenue through May is at about 28% and this is due to a delay with some of our May deposits being posted to the general ledger.

**Kristin Stohl (Enterprise Account Manager - Valley Transit) 05:37**

Expenses—our operating expenses are on track at about 33% of the budget, and purchased transportation expenses are at 30% of the budget. We are over budget in overtime, but our salary and fringe benefits are under budget. Our administrative expenses are over budget, primarily due to the beginning of the year insurance expense. That percent—that percent will go down as the year progresses. Additionally, recruitment expenses are over budget as we continue to work on hiring more drivers. We are under budget in supplies and materials, and purchase services and utilities are close to our benchmark for this time of year. We're 17% over budget in repairs and maintenance, and last month we made a yearly payment for software support for a program that's used by our drivers. We pay most of our support software at the beginning of the year; therefore, our software expenses should level out as the year progresses. Repairs and maintenance spending is just over 53% of the budget, which is primarily due to early in the year annual payments for software support. We will also see this percentage level off as the year continues. I just repeated myself; I apologize. I had the same paragraph in there twice. That is all I have for the overview if anybody has any questions.

**George Dearborn (Chairman) 07:01**

I'm seeing none. Move on to the next information item, and that is the ridership report. And again, Kristin, if you could go over that, please.

**Kristin Stohl (Enterprise Account Manager - Valley Transit) 07:13**

May fixed route ridership was down 20% from prior year, which is approximately 12,000 rides. The reduction in rides was across all fare types and routes. This continues to reflect our changes in service that were implemented in July of last year. The ADA and ancillary services increased 4% from the prior year, which is approximately 300 rides, and the connector ridership had the greatest increase from prior year of 108%.

**George Dearborn (Chairman) 07:41**

Okay. Again, any questions? If not, thank you all. Thank you, Kristin.

**George Dearborn (Chairman) 07:50**

We'll move on to the Transit Commission discussion—agenda item discussion. Ron.

**General Manager Ron McDonald (Valley Transit) 07:57**

Thank you, Chair. So, this was a discussion that was asked for us to look at. I know Commissioner Brown had suggested possibly look at having a an agenda—consent agenda were we could lump a number of items together rather than looking at each one individually. So, I guess Commissioner Brown, I should probably let you explain what your thoughts were, rather than me trying to convey them. And then I've actually got an idea, but I guess I like to hear from you. Let's commissioners hear from you.

**Michael Brown (Commissioner) 08:32**

Yeah, like I said, I think, you know, a consent agenda is pretty common on most you know, boards, committees, commissions. We use them in Buchanan for a number of the more routine things—you know, approval of the bills and the payments. You know, the reports—right?—anything that doesn't need specific action, you know, necessarily on things. Even the minutes—right?—you can put those typically in the consent agenda. You know, what I would see is using the consent agenda from that perspective, and then items that need more specific action that are not more—that aren't routine, could be under the separate action items. That was kind of my thought. Just helps with efficiency. And again, our meetings are rather efficient, but, you know, not that I don't like hearing from staff on the reports and monthly things, but just keeps things moving along. So that was just my thought.

**General Manager Ron McDonald (Valley Transit) 09:33**

One—as we thought through this a little bit following our previous conversation, I know at the end of the year we tend to get a number of contracts that are the same contract with all the different counties. So, we give a description of one for Outagamie county then we approve that with them. We give the same description for Calumet County, same description for Winnebago County. I mean, there's things where we could very clearly do a consent agenda and then have you guys look at those, or, I mean, if that helps. I don't know if the rest of the commission has a thought and wants to weigh in on that conversation or what your thoughts are, but...

**Larry Wurdinger (Commission Member) 10:14**

Again, it ain't broke. I mean, I've been—I've been on boards and stuff for probably too many years of my life, starting at like 25. I get it; in most situations it makes sense. It just—it's silly here. We—we're only here 30 minutes anyway. I mean, it's not a big deal. I think if all of a sudden we start meeting for an hour and a half. Granted, I get it. We go through three counties, and, you know, we got to vote three—so what? I mean, it's not, you know, it's just—you know, in most situations, that's the problem with most government. I mean, I was on the Kimberly school board for 21 years, and sometimes we had meetings till midnight. I get it, but it's not broke here. We're trying to fix a problem that doesn't exist. So, you guys can do whatever you want to do, but it's going to get to the point where some of these meetings are only going to last five minutes or less if you want to do this. So that's fine, but it's not like we're—very rarely are we over a half hour anymore. 45 minutes tops. I just don't think it's a big deal. I mean, if you want to do it, fine. I mean, I'll live with it either way. I just don't see an overwhelming need for it in this particular government body. So.

**Ronald Torrance (Commissioner)** 11:31

I'll agree with Larry, because we're only 11 minutes into this thing, and we technically, if we didn't have this discussion, we would have been done.

**Larry Wurdinger (Commission Member)** 11:40

Yeah.

**George Dearborn (Chairman)** 11:40

It's been way too long—

**Ronald Torrance (Commissioner)** 11:41

But I understand the function.

**Larry Wurdinger (Commission Member)** 11:43

Yeah.

**Ronald Torrance (Commissioner)** 11:44

But again, it's—we move rather quickly through our items, or try to. You know, I love the fact that the whole packet is out, available online for me to review, so that when I get here, I understand what I'm doing, but—what I'm trying to vote on—and appreciate. So that helps with the efficiency. All too often, in some of the government meetings that I've been associated with, you don't get the agenda 'til the last minute, and they want you to cover, you know, 100 200 pages of stuff over a weekend. You don't—for a meeting on Tuesday, you get it Friday, and it's like there's just a way. So that makes sense in those situations. But here—sorry, go ahead.

**Aldersperson Vered Meltzer (District 2)** 12:30

So, it's my understanding that the chair of the meeting has a lot of power over the agenda, and can do things like taking items out of order. If so, like, if there are certain things that you know we need a lot of discussion, you can always bring those up first, and then you could ask the body, like, if there's nothing else that anyone wants a separate discussion on, could we get a motion on the balance of the agenda? So, when you ask for a motion on the balance of the agenda, then that's all of us choosing to just vote on everything else all at once. So, I think that as far as efficiency is concerned, if there's, you know, a long agenda, then the chair could make some plans like this. And pretty much, we don't necessarily need to, like, set out in stone exactly how each meeting is going to go. If the agenda is short, we could just take up each item. And if the agenda is long, then we can play it by ear. And if we're done discussing the important things and there are still a whole bunch of things left to vote on that we don't have anything to discuss, the chair can read the room and ask for a motion on the balance.

**George Dearborn (Chairman)** 13:38

Thank you. That's the question I was going to ask the attorney. I mean, maybe that would be a compromise that we—when we have I know those meetings where we have the multiple items, those, I could ask for those to be consolidated into one action, correct?

**Attorney Amanda Abshire (City Attorney)** 13:52

Right. So, we have a number of—within the city of Appleton, we have a number of boards and commissions that kind of operate sometimes differently. Some committees will do a consent agenda at the beginning. Some do as Alder Meltzer indicated and ask, "Okay, well, which items do we want to separate out?" Hearing none we can—I can take a motion on the balance of the agenda. And it's really up to the purview of the chair of each of these boards, commissions, committees, to run the meeting how they deem appropriate. You have that purview as the Chair.

**George Dearborn (Chairman)** 14:26

Thank you. So, you probably made a mistake not electing me. [That was a joke, and people chuckled.]

**Attorney Amanda Abshire (City Attorney)** 14:31

That's not what I imply.

**George Dearborn (Chairman)** 14:33

No, no, I know that. I know, but I can—see I remember those discussions about we have the multiple items and those certainly, I'd certainly be more than willing to consolidate them. We could quickly have them presented and then consolidate them into one action if that speeds things up. I feel terrible. We've been here about 14 minutes now. And I understand. I'm trying to find a compromise here.

**Attorney Amanda Abshire (City Attorney)** 14:59

Right. And just to be clear, you don't need to do a consolidated action. You can just approve the balance. It's really, again, up to the purview of the chair. So, there's some flexibility there, and we can talk offline about what might be the most efficient. We're happy to help.

**Maiyoua Thao (Commissioner)** 15:17

Thank you. I wanted to say that I do appreciate Commissioner Brown bringing this up. I do like the idea of how Alder Meltzer bring up too. I cannot like how we—the staff go in detail on the order of the agenda, because it gives us, like, like, know exactly what's happening, and also the constituents and the community who listens and who watches our meetings, then you know, they know, and they also hear what we talk about, and I think that's very important to the community.

**George Dearborn (Chairman)** 16:07

I want to echo those comments. I think that's a very important point, that our efficiency maybe shaving five minutes off of a 15-minute meeting, you know, like that's that balance that we calculate, but our constituents are watching these meetings to get information, and especially the explanations that staff give, that's often kind of their window into understanding what we're talking about. So, I think that for transparency, having longer explanations of things is something that the community appreciates.

**George Dearborn (Chairman)** 16:45

Anyone else? Ron?

**General Manager Ron McDonald (Valley Transit)** 16:52

Chair, I guess, just to summarize what I'm hearing folks, it sounds like the consensus is maybe to let the chair try and consolidate when they feel it's appropriate and go from there. Let's kind of let the chair take the lead, and if we want to bring something together, we can. Does that make sense to everybody?

**George Dearborn (Chairman)** 17:14

You can impeach me if I do badly.

**General Manager Ron McDonald (Valley Transit)** 17:17

You can't not get reappointed next time. Nice try though.

**Larry Wurdinger (Commission Member)** 17:22

You get a pay raise. George, for this extra responsibility.

**General Manager Ron McDonald (Valley Transit) 17:27**

10 times the current amount.

**George Dearborn (Chairman) 17:31**

Okay, anyone else? Any other questions on that? Okay, I get the point. I'll do what I can

**Ronald Torrance (Commissioner) 17:41**

Again. Thanks for the suggestion.

**George Dearborn (Chairman) 17:43**

Yeah, thank you. Appreciate it.