



City of Appleton

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

Meeting Minutes - Final Fox Cities Transit Commission

Wednesday, September 13, 2017

3:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 7 - Kasimor, Detienne, Chairperson Lobner, Dvorachek, Dearborn, McCabe and Schroeder

Excused: 2 - Vice Chair Buckingham and Nau

3. Approval of minutes from previous meeting

[17-1122](#)

Approval of Minutes from previous meeting

Attachments: [MeetingMinutes 07-12-17.pdf](#)

Commissioner Dearborn moved, seconded by Commissioner McCabe, that the Minutes be approved. Voice Vote. Motion Carried.

4. **Public Hearings/Appearances**

[17-1123](#)

Public Participation on Agenda Items

There was no public participation on the agenda items.

5. **Action Items**

6. **Information Items**

[17-1358](#)

Election of Chair and other subsequent vacancies

This action item was moved to information items.

Commissioner Detienne made a motion to appoint Alderperson Lobner Chair of the Fox Cities Transit Commission. A motion to close nomination was made by Commissioner Kasimor, Commissioner Dvorachek seconded. Voice Vote. Motion Carried.

Commissioner Kasimor made a motion to appoint Commissioner Detienne Vice-Chair of the Fox Cities Transit Commission. Commissioner Detienne declined.

Alderperson Lobner made a motion to appoint Commissioner Buckingham Vice-Chair of the Fox Cities Transit Commission. A motion to close nomination was made by Alderperson Lobner, Commissioner Dvorachek seconded. Voice Vote. Motion Carried.

[17-1124](#)

Approval of Payments

Attachments: [2017 June check register.pdf](#)
[2017 June P-card statement.pdf](#)
[2017 July check register.pdf](#)
[2017 July P-card statement.pdf](#)

This action item was moved to information items.

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

[17-1359](#)

Staffing Update

Attachments: [Staffing update.pdf](#)

This Presentation was presented.

[17-1360](#)

Acceptance of 2016 WISDOT Capital funds transfer to Operating Grant

Attachments: [FCTC Grant acceptance memo WISDOT transfer - 2017.pdf](#)

This Presentation was presented.

[17-1361](#)

Radio System Update

Attachments: [Radio System Update Memo.pdf](#)

This Presentation was presented.

[17-1126](#)

Open Meetings Discussion

Attachments: [Open Meetings memo.pdf](#)

This Presentation was presented.

[17-1127](#)

Role of Commissioners and Involvement

Attachments: [FCTC Powers and Duties.pdf](#)

This Presentation was presented.

[17-1362](#)

FY 2016 Triennial Review Closeout Letter

Attachments: [FY 2016 Triennial Review-Closeout Letter.pdf](#)

This Presentation was presented.

[17-1128](#)

Financial Report

Attachments: [2017 June Monthly Income Statement.pdf](#)
[2017 June Monthly Income Statement PT.pdf](#)
[2017 July Monthly Income Statement.pdf](#)
[2017 July Monthly Income Statement PT.pdf](#)

This Presentation was presented.

[17-1129](#)

Ridership and Revenue

Attachments: [July Ridership and Revenue.pdf](#)
[July Comp Ridership by Route.pdf](#)
[July PM by Route.pdf](#)

This Presentation was presented.

[17-1137](#)

2017 2nd Quarter Dashboard (KPI)

Attachments: [2017 2nd Qtr KPI.pdf](#)

This Presentation was presented.

[17-1131](#)

Pending Items

Attachments: [Pending Items.xls](#)

This Presentation was presented.

[17-1138](#)

Request for future Agenda items

This Presentation was presented.

7. Next Meeting Date & Time
 - September 27, 2017 3:00 PM
 - October 11, 2017 3:00 PM
8. Adjournment

Commissioner McCabe moved, seconded by Commissioner Detienne, that the meeting be adjourned. Voice Vote. Motion Carried.