CITY OF APPLETON 2026 BUDGET

VALLEY TRANSIT

General Manager: Ron C. McDonald

Assistant General Manager: Amy L. Erickson

Administrative Services Manager: Debra A. Ebben

Enterprise Account Manager: Kristin J. Stohl

MISSION STATEMENT

Valley Transit provides safe, customer-focused transportation options that connect our communities to enhance the quality of life.

DISCUSSION OF SIGNIFICANT 2025 EVENTS

Ridership

Valley Transit ridership is down approximately 24% in the first five months of 2025 compared to 2024. Ridership fell in 2020 due to a national pandemic. During the pandemic, Valley Transit provided uninterrupted essential service to customers who continued to travel. As the nation returned from the pandemic, Valley Transit found it increasingly difficult to hire qualified drivers and reached a point in which we had to temporarily reduce the number of fixed route hours our buses operated. Riders adjusted to the change by transitioning to our existing on-demand Connector service. This service has seen an 82% increase in ridership in the first 5 months of 2025 (approximately 5,000 riders).

Legislative Issues

Valley Transit faces funding challenges every year and has been able to find solutions to keep the system operating without service cuts or major increases in costs to the local funding partners. Staff continues to look for stable sources of local funding to offset the swings in funding at the State and federal level.

<u>Federal Funding</u> – During 2015, Congress passed the FAST Act (Fixing America's Surface Transportation) to improve the nation's surface transportation infrastructure. The five-year legislation reformed and strengthened transportation programs and provided long-term certainty and more flexibility for State and local governments. The FAST Act was extended for one year and expired in 2021. On November 15, 2021, the Bipartisan Infrastructure Investment and Jobs Act was signed into law. The law is the largest long-term investment in the nation's infrastructure and economy in history. It provides funding over fiscal years 2022 through 2026.

Although the FAST Act and the new Bipartisan Infrastructure Law have provided more stable funding for Valley Transit, the new legislation, along with Valley Transit's classification as a large system and as a direct recipient of Federal Transit Administration (FTA) funds, continues to require a large amount of administrative time to meet our obligations to the FTA. Reporting requirements include quarterly financial and operational reports along with asset reporting requirements (Transit Asset Management Plan – TAM) and safety reporting requirements: Public Transportation Agency Safety Plan (PTASP) and Safety Management System (SMS).

Post-pandemic, Valley Transit received Coronavirus Aid, Relief, and Economic Security (CARES) Act funds of \$7,425,047 and American Rescue Plan Act of 2021 (ARPA) funds of \$3,370,750. Most of the funding was used for capital projects. During 2024, Valley Transit was awarded a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant of \$25,000,000 to reconstruct the downtown Transit Center and a Section 5339 Bus Facilities Discretionary grant of \$12,000,000 for modernization and renovation the Valley Transit's bus maintenance facility. Construction is scheduled to start in 2026 for both projects.

Valley Transit is a direct recipient of Section 5310 funding which provides assistance to programs serving the elderly and persons with disabilities beyond the ADA requirements. Valley Transit and the East Central Wisconsin Regional Planning Commission (ECWRPC) have an agreement in which ECWRPC assists Valley Transit in the administration of the 5310 Program.

<u>State Budget</u> – State funding for transit operations has remained at a relatively consistent level, but lags behind previous funding levels.

<u>Local Funding Options</u> – Valley Transit's Strategic Plan maintains that the best long-term solution for stable and adequate funding is establishing a method for local funding options other than tax levies. Valley Transit remains committed to pursuing enabling legislation at the State level.

Audits

Single Financial Audit

A non-federal entity that expends \$750,000 or more a year in federal awards is required to have a single financial audit conducted in accordance with CFR (Code of Federal Regulations) 200.501. The independent auditor reports on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with Government Auditing Standards. Valley Transit received no findings in the 2024 financial audit conducted in early 2025.

MAJOR 2026 OBJECTIVES

Major 2026 Objectives

The COVID pandemic brought about a significant decrease in Valley Transit's ridership during 2020. When businesses and schools reopened and workers returned to work, Valley Transit began its efforts to regain the ridership lost. During 2026, as part of the continuing effort to regain ridership, Valley Transit will continue to work on partnerships with area businesses to increase ridership by their employees. Valley Transit will also focus on strengthening its partnerships with advocacy groups in the Fox Cities and increasing communication with Valley Transit stakeholders.

During 2021, Valley Transit completed a site assessment and master plan for the Valley Transit Whitman Avenue Facility. It was followed with architectural and engineering work completed in 2022. Following an unsuccessful grant submittal to the Federal Transit Administration, Valley Transit obligated the use of CARES Act funds to start Phase 1 construction of the Administrative Office. Valley Transit completed the Request for Bid process in 2023 and hired a contractor for renovations of the facility. Phase 1 work began in 2023 and will be completed in 2025. The renovation includes a building addition, implementing ADA compliance, HVAC upgrades, electrical upgrades, plumbing upgrades, office expansion, and all related site work. Valley Transit was awarded a Federal Transit Administration Bus & Bus Facilities grant during 2024 for Phase 2 of the project. Valley Transit will begin Phase 2, including renovation of the maintenance and bus storage areas during 2026.

In 2022, Valley Transit contracted with a design engineer to perform a needs assessment and create a master plan for the downtown Transit Center facility. As the population in the Fox Cities and beyond expands, the need for accessible, reliable transportation is essential. The current community needs have exceeded the capacity of the existing Transit Center. Valley Transit was awarded \$25,000,000 in Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant funds in 2024 for a Downtown Regional Transit Multimodal Hub project. The City of Appleton is also contributing \$1,800,000 in American Rescue Plan Act (ARPA) funds toward the project. Valley Transit purchased the land adjacent to the Transit Center in 2025 and plans to break ground on the new facility in 2026.

In 2019, Valley Transit and East Central Wisconsin Regional Planning Commission (ECWRPC) undertook a strategic transit service planning process that resulted in a Transit Development Plan (TDP) for Valley Transit. The TDP is a short-term transit plan with recommendations for service improvements over a 5-year horizon. The final TDP was adopted by the Fox Cities Transit Commission on February 25, 2020. The COVID pandemic emerged a few months after the TDP was adopted. After COVID, all efforts to implement the TDP were suspended as Valley Transit's focus became following public health guidelines and ensuring service for essential trips. During this same period, Valley Transit's driver shortage worsened and resulted in the suspension of peak service beginning on August 30, 2021. The market and assumptions that shaped the recent TDP have changed significantly. Valley Transit and ECWRPC expect to conduct a new TDP in 2025 with final recommendations available in 2026 for consideration.

Valley Transit has performance measures and tracking mechanisms in place which build on the existing strengths of the system and address weaknesses. Improving on-time performance will continue to be a major focus in 2026, as will monitoring subcontractor performance to deal with performance issues. The asset management plan will continue to be fine-tuned for vehicles, facilities and equipment and will identify funding requirements for vehicle and equipment replacements and to maintain facilities in a state of good repair.

We will continue to work on establishing local funding options in the Fox Cities and finding alternate, sustainable sources of funding for both fixed route and paratransit services.

	DEPARTMENT BUDGET SUMMARY										
	Programs	Act	tual		Budget		%				
Unit	Title	2023	2024	Adopted 2025	Amended 2025	2026	Change *				
Pro	gram Revenues	\$ 11,671,264	\$ 14,115,122	\$ 11,454,485	\$ 11,454,485	\$ 11,768,690	2.74%				
Pro	gram Expenses										
58071000	Administration	3,023,423	2,652,623	2,680,741	2,680,741	2,483,149	-7.37%				
58072000	Vehicle Maint.	846,244	988,096	1,096,030	1,212,750	1,576,078	43.80%				
58073000	Facilities Maint.	183,934	618,866	190,821	190,821	192,093	0.67%				
58074000	Operations	4,136,576	3,856,891	4,395,499	4,395,499	4,538,330	3.25%				
58075000	ADA Paratransit	1,305,794	1,471,704	2,990,558	2,990,558	2,764,105	-7.57%				
58076000	Ancillary Paratransit	939,213	1,231,265	1,318,227	1,318,227	1,392,440	5.63%				
	TOTAL	\$ 10,435,184	\$ 10,819,445	\$ 12,671,876	\$ 12,788,596	\$ 12,946,195	2.16%				
Expenses	Comprised Of:										
Personnel		4,608,013	4,294,992	4,975,516	4,975,516	5,178,964	4.09%				
Training &	Travel	29,151	32,319	32,280	32,280	32,280	0.00%				
Supplies &	Materials	940,914	863,570	1,065,763	1,065,763	1,121,171	5.20%				
Purchased	Services	3,338,182	3,690,214	5,076,574	5,193,294	4,880,781	-3.86%				
Miscellaneo	ous Expense	1,487,955	1,493,196	1,521,743	1,521,743	1,362,999	-10.43%				
Capital Exp	enditures	30,969	445,154	-	-	370,000	N/A				
Full Time Equivalent Staff:											
Personnel a	allocated to programs	60.10	61.10	61.10	61.10	62.43					

Administration

Business Unit 58071000

PROGRAM MISSION

We will equitably allocate federal, State, and local resources among a variety of transportation services and we will provide management, oversight, planning, and marketing information for and about our services for the benefit of our passengers, employees, and participating governmental units.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #1: "Responsibly deliver excellent services", #2: "Encourage active community participation and involvement", #4: "Continually assess trends affecting the community and proactively respond", #6: "Create opportunities and learn from successes and failures", and #7: "Communicate our success through stories and testimonials".

Objectives:

Provide administrative support to ensure that local funding from the municipalities and counties is equitable.

Monitor all services to ensure cost effectiveness and efficiency and to avoid duplication of services.

Reach out to riders and non-riders alike to demonstrate that Valley Transit provides low-cost, safe, reliable, and friendly public transportation that directly improves the quality of life for everyone.

Continue to be a fiscally responsible organization that is accessible and supports a high quality of life in the Fox Cities.

Fund Valley Transit in a manner that promotes stability and resilience and is flexible to accommodate a growing region.

Major changes in Revenue, Expenditures, or Programs:

Combined State and federal operating assistance is estimated at 58% of eligible expenses in 2026.

The Employee Recruitment line item remains at the current level because Valley Transit continues to have difficulties filling vacant positions.

The decrease in depreciation expense is related to equipment and capital projects that have become fully depreciated and are no longer on the depreciation schedule.

Administration Business Unit 58071000

PROGRAM BUDGET SUMMARY

			Ac	tual		Budget					
	Description		2023		2024	Ac	dopted 2025	Am	ended 2025		2026
	D										
424000	Revenues Federal Grants	\$	E 00E 074	\$	7 047 407	Φ	3,491,411	\$	2 404 444	\$	2 045 700
	Miscellaneous State Aids	Φ	5,225,271 2,671,281	Φ	7,317,137 2,965,847	\$	3,491,411	Φ	3,491,411 3,179,335	Φ	3,815,700 3,197,624
					, ,		, ,		, ,		, ,
	Misc Local Govt Aids		769,849		756,310		548,002		548,002		561,557
	Interest on Investments		181,272		165,384		12,500		12,500		12,500
	Advertising/Promo Fees		74,344		41,172		65,000		65,000		65,000
	Fees & Commissions		5,982		6,517		8,000		8,000		8,000
	Sale of City Property		2,669		650		-		-		-
	Miscellaneous Revenue		-		1,334		-		-		
	Capital Contributions				-		-		-		74,000
	Other Reimbursements		1,953		3,426						
592100	Transfer In - General Fund		702,314		756,924		746,101		746,101		766,562
	Total Revenue	\$_	9,634,935	\$	12,014,701	\$	8,050,349	\$	8,050,349	\$	8,500,943
	Expenses										
610100	Regular Salaries	\$	323,090	\$	269,430	\$	346,623	\$	346,623	\$	327,487
	Fringes	Ψ.	331,132	Ψ	52.968	Ψ.	100.465	Ψ.	100.465	Ψ.	96.100
	Training/Conferences		8,634		16,812		13,508		13,508		12,500
	Tuition Reimbursement		3,331		10,012		10,000		10,000		12,000
	Employee Recruitment		10,928		6,131		7,280		7,280		7,280
	Parking Permits		1.421		2.760		7,200		7,200		7,200
	Office Supplies		5,539		4,865		4,187		4,187		4,512
630200	Subscriptions		1.411		1.118		1,413		1,413		1.156
	Memberships & Licenses		11,519		12,541		12,383		12,383		12,534
	Postage/Freight		2,659		3,134		2,869		2,869		3,091
	Awards & Recognition		996		1,184		930		930		930
	Food & Provisions		2.098		272		1.240		1.240		1,240
	Other Misc. Supplies		2,407		2,891		1,225		1,225		1,225
	City Copy Charges		4,863		5,934		4,652		4,652		5,013
	Outside Printing		4.875		7,597		18,199		18,199		19,610
	Safety Supplies		1.401		1.628		1.500		1.500		1.900
	Miscellaneous Equipment		6,023		28,552		6,700		6,700		6,700
632800			8,588		5.153		10.000		10.000		10.000
	Accounting/Audit Fees		12,573		13,041		11,631		11,631		12,533
	Bank Service Fees		4.859		4,951		6,680		6,680		6,680
	Consulting Services		1,000		1,001		40,000		40,000		0,000
	Contractor Fees		225.511		118.798		103.200		103.200		103.200
	Advertising		72,330		96,136		40,309		40,309		40,309
	Utilities		100,650		105,481		91,369		91,369		96,158
	Equipment Repairs & Maint.		1,217		574		300		300		25
	Software Support		117,913		119,294		120,273		120,273		140.905
	Health Services		595		385		1,015		1,015		1,015
	Insurance		238,133		259.920		211.047		211.047		207,821
	Other Contracts/Obligation		230,133		334		211,047		211,047		201,02
	Depreciation Expense		1,487,955		1,493,196		1,521,743		1,521,743		1,362,999
	Machinery & Equipment		30,552		17,543		1,021,140		1,021,140		1,002,998
000401	Total Expense	Φ	3,023,423	Φ	2,652,623	\$	2,680,741	\$	2,680,741	\$	2.483.149
	Total Exhelise	_Φ	3,023,423	Φ	2,002,023	φ	2,000,741	Φ	∠,000,741	φ	2,403, 148

Outside Printing Fare material Rider's guides & maps Public information materials Forms	\$ 	7,102 5,431 6,074 1,003 19,610	Software Support Fire Pixel, MSDS, Yodeck, Zoom Transtrack Optibus GMV/Syncromatics	\$	8,267 60,000 33,785 38,853 140,905
	_Ψ	19,010		<u> </u>	140,903
Advertising		<u> </u>	Contractor Fees		
Community/rider promotions	\$	10,618	Shredding	\$	1,200
Prospective rider promotions		10,000	Marketing		102,000
Employer outreach		5,000		\$	103,200
Bus driver ads		1,500			
Rider survey		9,591			
Legal notices & translation services		3,600			
Ç	\$	40,309			

Vehicle Maintenance

Business Unit 58072000

PROGRAM MISSION

We will provide safe, reliable, and environmentally-friendly service by maintaining our vehicle fleet to minimize service delays due to breakdowns and sustain a quality fleet that benefits our bus drivers, passengers and the general public.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #3: "Recognize and grow everyone's talents", #4: "Continually assess trends affecting the community and proactively respond", #6: "Create opportunities and learn from successes and failures", and #7: "Communicate our success through stories and testimonials".

Objectives:

Maintain the vehicle fleet in a manner that will ensure that all service requirements are met.

Maintain the vehicle fleet in a manner that minimizes the number of road calls that require a replacement bus or cause a trip to be significantly delayed or missed.

Maintain the vehicle fleet in a manner that ensures that there are no vehicle accidents due to mechanical failure.

Major changes in Revenue, Expenditures, or Programs:

The Capital expense for 2025 consists of purchasing and implementing a cashless fare system. Capital funding has been budgeted to cover 80% of the cost of the project, with the remaining 20% to be funded from the depreciation reserve. In the event that the project is not complete by the end of 2025, funds will be carried over to 2026.

Vehicle Maintenance

Business Unit 58072000

PROGRAM BUDGET SUMMARY

		Ac	tual					Budget	
D	escription	2023		2024	Ad	lopted 2025	Am	nended 2025	2026
	Revenues								
503000 D	amage to City Property	\$ 9,388	\$	14,293	\$	-	\$	-	\$ -
503500 O	ther Reimbursements	1,601		-		-		-	
T	otal Revenue	\$ 10,989	\$	14,293	\$	-	\$	-	\$
	Expenses								
610100 R	legular Salaries	\$ 291,886	\$	326,808	\$	494,684	\$	494,684	\$ 545,393
610500 O	vertime Wages	41,137		35,490		8,467		8,467	9,197
615000 Fi	ringes	112,626		135,604		171,351		171,351	168,880
620100 T	raining/Conferences	296		-		5,000		5,000	6,000
630901 S	hop Supplies	27,006		39,191		43,450		43,450	43,450
630902 T	ools & Instruments	2,579		8,926		10,000		10,000	10,000
631603 O	ther Misc. Supplies	-		-		400		400	400
632101 U	Iniforms	-		126		220		220	220
632200 G	Sas Purchases	4,086		3,406		9,000		9,000	9,000
	tepair Parts	229,859		175,662		255,800		255,800	305,800
632700 M	liscellaneous Equipment	52,153		71,481		10,000		10,000	10,000
	ehicle Repairs & Maint.	21,596		38,353		10,050		10,050	10,050
641800 E	quipment Repairs & Maint.	9,676		81,177		9,350		9,350	9,350
642400 S	oftware Support	26,516		23,715		22,637		22,637	28,717
643000 H	lealth Services	1,194		960		725		725	725
645100 La	aundry Services	1,550		2,420		1,560		1,560	1,560
650100 In	nsurance	22,643		43,336		43,336		43,336	47,336
659900 O	ther Contracts/Obligation	1,441		1,441		-		-	-
680401 M	lachinery & Equipment	-		-		-		116,720	220,000
680403 V	'ehicles	-		-		-		-	150,000
Te	otal Expense	\$ 846,244	\$	988,096	\$	1,096,030	\$	1,212,750	\$ 1,576,078

Shop Supplies Janitorial supplies Liquid gases Shop supplies (grease, tools)	\$ 12,450 4,000 27,000 43,450	Software Support WisGo/Umo Validator Maint Fleet Watch - Fuel System Noregon, SOI, Transp Ref	\$ 20,160 5,500 3,057 28,717
Vehicle & Equipment Parts		Machinery & Equipment	
Misc parts (doors, windows, etc.)	\$ 33,000	Forklift	\$ 50,000
Brake system parts	45,000	Utility vehicle	150,000
Electrical system parts	17,600	Trailer	20,000
Wheelchair ramp parts	8,800		\$ 220,000
Heating/cooling system parts	34,000		 <u> </u>
Transmission parts	34,000	Vehicles	
Engine parts	34,000	Staff vehicles	\$ 150,000
Engine/Transmission rebuilds	50,000		\$ 150,000
PM's and oil changes	49,400		
C	\$ 305,800		

Facilities Maintenance

Business Unit 58073000

PROGRAM MISSION

We will provide a clean and safe working environment by purchasing, cleaning, maintaining and repairing the Operations and Maintenance facility, the Transit Center and the passenger shelters located throughout the Fox Cities that benefit our passengers, employees, and the general public.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #1: "Responsibly deliver excellent services", #4: "Continually assess trends affecting the community and proactively respond", and #6: "Create opportunities and learn from successes and failures".

Objectives:

Provide clean and safe shelters for passengers waiting to board the bus.

Provide a clean and safe working environment for employees.

Maintain facilities that enhance the beauty of the community.

Major changes in Revenue, Expenditures, or Programs:

During 2021, Valley Transit completed a site assessment and master plan for the Valley Transit Whitman Avenue Facility. It was followed with architectural and engineering work completed in 2022. Valley Transit divided the project into two phases. Work for the first phase (Phase 1) began in 2023 and will be completed in 2025. The renovation included a building addition, implementing ADA compliance, HVAC upgrades, electrical upgrades, plumbing upgrades, office expansion, and all related site work. Valley Transit was awarded a Federal Transit Administration Bus & Bus Facilities grant during 2024 for Phase 2 of the project which will begin during 2026 and includes renovation of the maintenance and bus storage.

In 2022, Valley Transit contracted with a design engineer to perform a needs assessment and create a master plan for the downtown Transit Center facility. As the population in the Fox Cities and beyond expands, the need for accessible, reliable transportation is essential. The current community needs have exceeded the capacity of the existing Transit Center. Valley Transit was awarded \$25,000,000 in Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant funds in 2024 for a Downtown Regional Transit Multimodal Hub project. The City of Appleton is also contributing \$1,800,000 in American Rescue Plan Act (ARPA) funds toward the project.

Valley Transit purchased the land adjacent to the Transit Center in 2025 and plans to break ground on the new facility in 2026.

Facilities Maintenance

Business Unit 58073000

PROGRAM BUDGET SUMMARY

	 Ac	tual					Budget	
Description	2023		2024	Ad	opted 2025	Am	ended 2025	2026
Expenses								
630899 Other Landscape Supplies	\$ 1,216	\$	412	\$	1,500	\$	1,500	\$ 1,500
632508 Ice Control Materials	9,370		9,022		9,000		9,000	5,000
632700 Miscellaneous Equipment	850		2,546		-		-	-
640700 Waste/Recycling Pickup	4,131		4,428		6,161		6,161	6,161
640800 Contractor/Fees	-		10,068		-		_	_
641600 Building Repairs & Maint.	2,648		4,029		-		-	-
642000 Facilities Charges	108,317		100,537		109,940		109,940	110,642
644000 Snow Removal Services	41,062		46,367		40,000		40,000	44,570
645100 Laundry Services	8,763		7,084		13,780		13,780	13,780
645400 Grounds Repair & Maint.	855		457		-		-	-
659900 Other Contracts/Obligation	6,305		6,305		10,440		10,440	10,440
680300 Buildings	417		154,327		-		_	_
680402 Furniture & Fixtures	-		273,284		-		-	-
Total Expense	\$ 183,934	\$	618,866	\$	190,821	\$	190,821	\$ 192,093

DETAILED SUMMARY OF 2026 PROPOSED EXPENDITURES > \$15,000

Snow Removal Services

Snow removal contractor \$

\$ 44,570 \$ 44,570

Operations Business Unit 58074000

PROGRAM MISSION

Valley Transit provides safe, customer-focused transportation options that connect our communities to enhance the quality of life.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #2: "Encourage active community participation and involvement", #3: "Recognize and grow everyone's talents", #4: "Continually assess trends affecting the community and proactively respond", #6: "Create opportunities and learn from successes and failures", and #7: "Communicate our success through stories and testimonials".

Objectives:

Excellence in customer service is a central value of Valley Transit. The organization will continuously monitor and exceed customer expectations.

To have transit services in the Fox Cities be direct, on-time and easy to use.

To have the transportation infrastructure in the Fox Cities improve communities and offer seamless connections for all people traveling to, from, or within the region.

To have transit needs in the Fox Cities met efficiently and in a manner that is consistent with our mission.

Major changes in Revenue, Expenditures, or Programs:

Overtime expense continues to be relatively high due to the need to cover drivers' shifts for vacant positions caused by retirements, absences due to illness and FMLA leave, and driver shortages. Valley Transit's table of organization allows hiring of additional drivers with various scheduling options to control overtime expense.

Operations Business Unit 58074000

PROGRAM BUDGET SUMMARY

		Ac	tual		Budget					
Description		2023		2024	Ac	lopted 2025	Am	ended 2025		2026
Revenues										
487500 Farebox Revenue	\$	640,085	\$	585,046	\$	700,000	\$	700,000	\$	700,000
	φ	46,946	φ	49,713	φ	40,000	φ	40,000	φ	40,000
487600 Special Transit Revenues 508500 Cash Short or Over		221		189		40,000		40,000		40,000
Total Revenue	Φ	687,252	\$	634,948	\$	740,000	\$	740,000	\$	740,000
rotal Revenue	<u> </u>	007,232	Ψ	034,940	Φ	740,000	Φ	740,000	Ψ	740,000
Expenses										
610100 Regular Salaries	\$	2,123,558	\$	1,960,169	\$	2,530,712	\$	2,530,712	\$	2,675,925
610500 Overtime Wages		357,442		483,997		68,891		68,891		71,234
615000 Fringes		892,096		776,188		953,194		953,194		935,754
620100 Training/Conferences		3,156		4,228		-		-		4,000
630300 Memberships & Licenses		74		7,756		-		-		7,715
632002 Outside Printing		11,550		_		-		-		_
632101 Uniforms		3,393		4,713		9,070		9,070		9,070
632200 Gas Purchases		461,459		365,740		562,500		562,500		562,500
632300 Safety Supplies		-		_		-		-		1,000
632602 Tires		41,771		33,851		41,500		41,500		41,500
632603 Lubricants		33,010		22,709		25,000		25,000		25,000
632700 Miscellaneous Equipment		-		33,877		8,400		8,400		8,400
632800 Signs		1,695		1,592		2,000		2,000		2,000
640800 Contractor Fees		155,831		137,318		127,200		127,200		127,200
643000 Health Services		11,107		10,632		7,460		7,460		7,460
650100 Insurance		27,200		11,229		59,572		59,572		59,572
659900 Other Contracts/Obligation	1	13,234		2,892		-		-		-
Total Expense	\$	4,136,576	\$	3,856,891	\$	4,395,499	\$	4,395,499	\$	4,538,330

Gas Purchases *		Lubricants	
Diesel fuel 150,000 gal. @ \$3.75/gal	\$ 562,500	Diesel exhaust fluid	\$ 8,500
	\$ 562,500	Oil	13,000
		Gear lube	1,400
Tires		Automatic transmission fluid	2,100
Tire leasing program	\$ 36,000		\$ 25,000
Support vehicle tires	5,500		<u> </u>
	\$ 41,500		
Contractor Fees			
Transit Center security	\$ 96,000		
Bus cleaning/sanitizing	31,200		
·	\$ 127.200		

^{*} Valley Transit does not pay federal or State fuel taxes and attains bulk purchasing rates.

ADA Paratransit

Business Unit 58075000

PROGRAM MISSION

We will provide specialized curb-to-curb advance reservation demand response transportation for people with disabilities who are unable to use the fixed route bus system.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #2: "Encourage active community participation and involvement", #4: "Continually assess trends affecting the community and proactively respond", #6: "Create opportunities and learn from successes and failures", and #7: "Communicate our success through stories and testimonials".

Objectives:

Comply with the requirements of the Americans with Disabilities Act (ADA).

Provide safe, reliable, convenient, and friendly specialized transportation.

Meet the needs of the transit dependent population, including outreach efforts to agencies and companies that provide services to seniors and people with disabilities.

Major changes in Revenue, Expenditures, or Programs:

During the first five months of 2025, Valley Transit saw a decrease in ADA trips compared to 2024. The decrease in farebox revenue reflects a reduction in budgeted rides. The change in contractor fees is due to the reduction in budgeted rides offset by a contractual increase in the cost per ride.

Miscellaneous Local Government Aids have increased due to the expected increase in the cost per ride for services.

ADA Paratransit Business Unit 58075000

PROGRAM BUDGET SUMMARY

		Ac	tual					Budget		
Description		2023		2024	Ac	dopted 2025	Am	ended 2025		2026
Revenues	_		_		_		_		_	
423000 Misc Local Govt Aids	\$	576,528	\$	592,800	\$	1,257,529	\$	1,257,529	\$	1,203,857
487500 Farebox Revenue		245,644		213,036		400,000		400,000		360,000
Total Revenue	\$	822,172	\$	805,836	\$	1,657,529	\$	1,657,529	\$	1,563,857
Expenses										
610100 Regular Salaries	\$	97,883	\$	179,693	\$	214,713	\$	214,713	\$	252,045
615000 Fringes		37,163		74,645		86,416		86,416		96,949
620100 Training/Conferences		1,385		2,388		6,492		6,492		2,500
630100 Office Supplies		794		680		1,213		1,213		888
630300 Memberships & Licenses		1.651		1.752		3.587		3.587		3,986
630400 Postage/Freight		381		438		831		831		609
630899 Other Landscape Supplies		114		58		_		_		_
631603 Other Misc. Supplies		_		_		375		375		375
632001 City Copy Charges		697		829		1,348		1,348		987
632002 Outside Printing		4,241		3,458		5,271		5,271		3,860
632200 Gas Purchases		586		476		´ -		, <u>-</u>		, -
640100 Accounting/Audit Fees		1,802		1,822		3,369		3,369		2,467
640800 Contractor Fees		1,084,977		1,139,536		2,550,000		2,550,000		2,295,000
641200 Advertising		10.368		13.429		10.000		10.000		10.000
641300 Utilities		21,633		21,120		43,472		43,472		36,633
641800 Equipment Repairs & Maint.		175		80		´ -		, <u> </u>		49
642000 Facilities Charges		10.035		7.299		27.993		27.993		21.464
642400 Software Support		25,900		17,460		27,520		27,520		27,520
644000 Snow Removal Services		5,886		6,477		7,008		7,008		8,773
645400 Grounds Repair & Maint.		123		64		-		-		, <u>-</u>
650100 Insurance		_		-		950		950		_
Total Expense	\$	1,305,794	\$	1,471,704	\$	2,990,558	\$	2,990,558	\$	2,764,105

DETAILED SUMMARY OF 2026 PROPOSED EXPENDITURES > \$15,000

Contractor Fees

Purchased transportation: Valley Transit II - Disabled, 90,000 trips

\$ 2,295,000 \$ 2,295,000

Software Support

Ecolane Software maintenance \$ 27,520 \$ 27,520

Ancillary Paratransit

Business Unit 58076000

PROGRAM MISSION

We will coordinate a broad range of contracted specialized services that maximizes transportation funding and benefits older adults, people with disabilities and participating local governments.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #2: "Encourage active community participation and involvement", #4: "Continually assess trends affecting the community and proactively respond", #6: "Create opportunities and learn from successes and failures", and #7: "Communicate our success through stories and testimonials".

Objectives:

Provide a transportation alternative to older adults for whom fixed route bus service is difficult.

Provide employment transportation and limited Sunday service to people with disabilities.

Coordinate transportation services to maximize the effectiveness of each local dollar spent.

Provide micro-transit service during extended hours that the fixed route is not operating.

Major changes in Revenue, Expenditures, or Programs:

The local share of all ancillary paratransit services other than the Connector is paid by the three counties in which Valley Transit operates (Outagamie, Winnebago and Calumet), the cities of Neenah and Menasha, the Village of Fox Crossing, and the Family Care providers. The organizations that are paying for the local share determine what the fare and operating rules will be for each of the services. The local share for the Connector is currently being paid for by support from the local municipalities that participate in the fixed route system.

The 2026 budget continues to show an expense in Other Contracts/Obligations and a revenue in Federal Grant revenue for administration of the FTA Section 5310 grant funds. The Section 5310 program is a discretionary program designed to improve transportation for seniors and customers with disabilities. Valley Transit is the direct recipient of the funds and uses 45% of the total to support Valley Transit's services. The remaining 55% is awarded to a non-profit organization(s) through an application process conducted in partnership with East Central Wisconsin Regional Planning Commission. The revenue funds and related expenses listed in this business unit are pass-through funds awarded to a non-profit organization through an application process conducted in partnership with East Central Wisconsin Regional Planning Commission.

Ancillary Paratransit

Business Unit 58076000

PROGRAM BUDGET SUMMARY

		Act	tual					Budget		
Description		2023		2024	Ac	lopted 2025	Am	ended 2025		2026
Davisanias										
Revenues	•	40.445	•	40.000	•	470 750	•	470 750	•	00.750
421000 Federal Grants	\$	48,445	\$	48,068	\$	179,750	\$	179,750	\$	89,750
422400 Miscellaneous State Aids		99,119		101,356		97,159		97,159		97,159
423000 Misc. Local Govt Aids		128,903		208,501		554,316		554,316		595,227
487500 Farebox Revenue		181,069		173,106		157,410		157,410		160,800
502000 Donations & Memorials		60,157		60,226		_		-		_
592100 Transfer In - General Fund		(1,777)		54,087		17,972		17,972		20,954
Total Revenue	\$	515,916	\$	645,344	\$	1,006,607	\$	1,006,607	\$	963,890
_										
Expenses										
640800 Contractor Fees	\$	890,768	\$	1,183,197	\$	1,228,477	\$	1,228,477	\$	1,302,690
659900 Other Contracts/Obligation		48,445		48,068		89,750		89,750		89,750
Total Expense	\$	939,213	\$	1,231,265	\$	1,318,227	\$	1,318,227	\$	1,392,440

Cor	ntra	ctor	Fees
\sim 01	ıua	CIOI	LEES

Contractor Fees	
Purchased transportation:	
Valley Transit II - elderly purchased transportation - optional	\$ 89,250
Outagamie County - demand response - rural	503,760
Village of Fox Crossing - Dial-A-Ride	19,500
Neenah - Dial-A-Ride	91,650
Heritage	9,750
Calumet County - rural service	39,380
Connector service	504,000
Trolley service - downtown	45,400
	\$ 1,302,690
Other Contracts/Obligations	
FTA Section 5310 sub-recipient	\$ 89,750
	\$ 89,750

	2023 ACTUAL	2024 ACTUAL	2025 YTD ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 BUDGET
Program Revenues						
421000 Federal Grants	5,273,716	7,365,205	_	3,671,161	3,671,161	3,905,450
422400 Miscellaneous State Aids	2,770,400	3,067,203	-	3,276,494	3,276,494	3,294,783
423000 Miscellaneous Local Govt Aids	1,475,280	1,557,611	1,801,618	2,359,847	2,359,847	2,360,641
471000 Interest on Investments	181,272	165,384	32,410	12,500	12,500	12,500
487500 Farebox Revenue	1,066,798	971,187	288,842	1,257,410	1,257,410	1,220,800
487600 Special Transit Revenues	46,946	49,713	28,190	40,000	40,000	40,000
487700 Advertising/Promotional Fees	74,344	41,172	7,205	65,000	65,000	65,000
500100 Fees & Commissions	5,982	6,517	1,200	8,000	8,000	8,000
500400 Sale of City Property	2,669	650	-	-	-	-
502000 Donations & Memorials	60,157	61,561	-	-	-	74.000
502100 Capital Contributions 503000 Damage to City Property	9,388	14,293	3,292	-	-	74,000
503500 Damage to City Property 503500 Other Reimbursements	3,554	3,426	3,292	_	-	-
508500 Cash Short or Over	221	189	52	_	_	-
592100 Transfer In - General Fund	700,537	811,011	-	764,073	764,073	787,516
TOTAL PROGRAM REVENUES	11,671,264	14,115,122	2,163,203	11,454,485	11,454,485	11,768,690
Personnel						
610100 Regular Salaries	2,468,253	2,259,143	657,991	3,355,189	3,355,189	3,567,843
610200 Labor Pool Allocations	73,930	91,636	42,082	230,208	230,208	231,672
610500 Overtime Wages	398,579	519,487	112,766	77,358	77,358	80,431
610900 Incentive Pay	=	1,480	-	1,335	1,335	1,335
611000 Other Compensation	1,954	1,832	1,639	-	-	-
611400 Sick Pay	27,439	115,799	4,885	-	-	-
611500 Vacation Pay	244,991	250,988	68,777	-	-	-
611600 Holiday Pay	19,850	15,221	2,261	1 211 120	1 244 426	4 207 602
615000 Fringes	1,124,435	1,096,009	294,302	1,311,426	1,311,426	1,297,683
615500 Unemployment Compensation 617000 Pension Expense	8,033 236,746	(37,456) (49,230)	5,424	-	-	-
617100 OPEB Expense	3,803	30,083	-	_	-	_
TOTAL PERSONNEL	4,608,013	4,294,992	1,190,127	4,975,516	4,975,516	5,178,964
Training~Travel						
620100 Training/Conferences	13,471	23,428	4,850	25,000	25,000	25,000
620400 Tuition Reimbursement	3,331	20,420	- ,000	20,000	20,000	20,000
620500 Employee Recruitment	10,928	6,131	18,074	7,280	7,280	7,280
620600 Parking Permits	1,421	2,760	80	,	-	-
TOTAL TRAINING / TRAVEL	29,151	32,319	23,004	32,280	32,280	32,280
Supplies						
630100 Office Supplies	6,333	5,545	1,368	5,400	5,400	5,400
630200 Subscriptions	1,411	1,118	432	1,413	1,413	1,156
630300 Memberships & Licenses	13,244	22,049	9,507	15,970	15,970	24,235
630400 Postage/Freight	3,040	3,572	672	3,700	3,700	3,700
630500 Awards & Recognition	996	1,184	142	930	930	930
630600 Building Maint./Janitorial	425	-	-	-	-	-
630700 Food & Provisions	2,098	272	48	1,240	1,240	1,240
630899 Other Landscape Supplies	905 27,006	470 39,191	- 8,478	1,500 43,450	1,500 43,450	1,500 43,450
630901 Shop Supplies 630902 Tools & Instruments	2,579	8,926	2,181	10,000	10,000	10,000
631603 Other Misc. Supplies	2,407	2,891	1,835	2,000	2,000	2,000
632001 City Copy Charges	5,560	6,763	1,127	6,000	6,000	6,000
632002 Outside Printing	20,666	11,055	1,401	23,470	23,470	23,470
632101 Uniforms	3,393	4,839	2,702	9,290	9,290	9,290
632200 Gas Purchases	466,131	369,622	125,312	571,500	571,500	571,500
632300 Safety Supplies	1,401	1,628	605	1,500	1,500	2,900
632508 Ice Control Materials	9,370	9,022	-	9,000	9,000	5,000
632601 Repair Parts	228,552	175,662	54,966	255,800	255,800	305,800
632602 Tires	41,771	33,851	6,403	41,500	41,500	41,500
632603 Lubricants	33,010	22,709	9,404	25,000	25,000	25,000
632700 Miscellaneous Equipment 632800 Signs	60,333 10,283	136,456 6,745	22,310 377	25,100 12,000	25,100 12,000	25,100 12,000
	10,283 940,914					
TOTAL SUPPLIES	940,914	863,570	249,270	1,065,763	1,065,763	1,121,171

	2023 ACTUAL	2024 ACTUAL	2025 YTD ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 BUDGET
Purchased Services						
640100 Accounting/Audit Fees	14,375	14,863	-	15,000	15,000	15,000
640300 Bank Service Fees	4,859	4,951	542	6,680	6,680	6,680
640400 Consulting Services	-	-	-	40,000	40,000	-
640700 Solid Waste/Recycling Pickup	4,131	4,428	1,133	6,161	6,161	6,161
640800 Contractor Fees	2,357,087	2,588,918	958,527	4,008,877	4,008,877	3,828,090
641200 Advertising	82,698	109,565	30,450	50,309	50,309	50,309
641301 Electric	53,156	60,372	17,506	58,434	58,434	63,000
641302 Gas	20,814	17,081	13,855	24,638	24,638	18,000
641303 Water	8,051	8,078	1,512	7,850	7,850	8,500
641304 Sewer	4,308	4,530	787	4,763	4,763	5,300
641306 Stormwater	10,622	12,050	3,348	10,000	10,000	10,000
641307 Telephone	1,687	2,293	486	5,600	5,600	5,600
641308 Cellular Phones	23,645	22,196	6,041	23,556	23,556	22,391
641600 Building Repairs & Maint.	2,648	4,029	761	-	=	=
641700 Vehicle Repairs & Maint.	21,596	38,353	3,988	10,050	10,050	10,050
641800 Equipment Repairs & Maint.	11,068	81,831	1,000	9,650	9,650	9,650
642000 Facilities Charges	118,352	107,836	35,874	137,933	137,933	132,106
642400 Software Support	170,329	160,469	136,864	170,430	170,430	197,142
643000 Health Services	12,896	11,977	2,875	9,200	9,200	9,200
644000 Snow Removal Services	46,948	52,844	51,380	47,008	47,008	53,343
645100 Laundry Services	10,313	9,504	1,676	15,340	15,340	15,340
645400 Grounds Repair & Maintenance	978	521	372	-	-	-
650100 Insurance	287,976	314,485	169,239	314,905	314,905	314,729
659900 Other Contracts/Obligation	69,645	59,040	1,161	100,190	216,910	100,190
TOTAL PURCHASED SVCS	3,338,182	3,690,214	1,439,377	5,076,574	5,193,294	4,880,781
Miscellaneous Expense						
660100 Depreciation Expense	1,487,955	1,493,196	_	1,521,743	1,521,743	1,362,999
TOTAL MISCELLANEOUS EXP	1,487,955	1,493,196		1,521,743	1,521,743	1,362,999
Capital Outlay						
680100 Land	_	_	_	_	_	_
680300 Buildings	417	154,327	(6,543)	_	_	_
680401 Machinery & Equipment	30,552	17,543	35,016	-	-	220,000
680402 Furniture & Fixtures	30,332	273,284	199,173	-	-	220,000
680403 Vehicles	=	213,204	133,173	-	=	150,000
	20.000	145 454	207.640			
TOTAL CAPITAL OUTLAY	30,969	445,154	227,646	-	-	370,000
TOTAL EXPENSE	10,435,184	10,819,445	3,129,424	12,671,876	12,788,596	12,946,195

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

Revenues	2023 Actual	2024 Actual	2025 Budget	2025 Projected	2026 Budget
Charges for Services Miscellaneous Total Revenues	\$ 1,113,745 96,161 1,209,906	\$ 1,020,903 67,586 1,088,489	\$ 1,370,410 - 1,370,410	\$ 1,370,410 - - 1,370,410	\$ 1,333,800 - - 1,333,800
Expenses					
Operating Expenses Depreciation Total Expenses	8,947,226 1,342,327 10,289,553	9,326,249 1,347,568 10,673,817	11,150,133 1,521,743 12,671,876	11,266,853 1,521,743 12,788,596	11,213,196 1,362,999 12,576,195
Revenues over (under) Expenses	(9,079,647)	(9,585,328)	(11,301,466)	(11,418,186)	(11,242,395)
Non-Operating Revenues (Expenses)					
Investment Income	181,272	165,385	12,500	12,500	12,500
Gain (Loss) on Sale of Capital Assets Operating Subsidies Total Non-Operating	7,261,439 7,442,711	12,050,249 12,215,634	9,307,502 9,320,002	9,307,502 9,320,002	9,264,874 9,277,374
Income (Loss) Before Contributions and Transfers	(1,636,936)	2,630,306	(1,981,464)	(2,098,184)	(1,965,021)
Contributions and Transfers In (Out)					
Transfer In - General Fund Transfer Out - General Fund	499,111	665,384	764,073	764,073	787,516
Capital Contributions	2,276,931				296,000
Change in Net Assets	1,139,106	3,295,690	(1,217,391)	(1,334,111)	(881,505)
Total Net Assets - Beginning	14,118,011	15,257,117	18,552,807	18,552,807	17,218,696
Total Net Assets - Ending	\$ 15,257,117	\$ 18,552,807	\$ 17,335,416	\$ 17,218,696	\$ 16,337,191
	SCHEDUL	E OF CASH FL	.ows		
Working Cash - Beginning + Change in Net Assets + Depreciation - Fixed Assets + F/A Funded by Restricted Cash Working Cash - End of Year				\$ 1,959,028 (1,334,111) 1,521,743 - - \$ 2,146,660	\$ 2,146,660 (881,505) 1,362,999 (370,000) 74,000 \$ 2,332,154

CITY OF APPLETON 2026 BUDGET CAPITAL IMPROVEMENTS PROGRAM PROJECT REQUEST

IDENTIFICATION

Project Title: Valley Tranist Equipment

PROJECT DESCRIPTION

Justification:

Valley Transit intends to use funds to purchase a replacement forklift, a replacement trailer and a new utility vehicle. Valley Transit's capital purchases are reimbursed by the Federal Transit Administration through Section 5339 grant funding at 80% of the expense.

Valley Transit currently owns a forklift purchased in 1994 that has gone beyond its useful life and is in need of replacement. Estimated replacement cost is \$50,000 (\$40,000 federal grant funds, \$10,000 depreciation reserve).

Valley Transit currently owns a utility trailer purchased prior to 1981 that is well beyond its useful life. A replacement trailer is estimated to cost \$20,000 (\$16,000 federal grant funds, \$4,000 depreciation reserve).

Valley Transit intends to use funds to purchase a new utility vehicle for the maintenance shop. The vehicles cost will be \$150,000 (\$120,000 federal grant, \$30,000 depreciation reserve).

FTA Formula 5339 - New projects	Federal Share	Local	Total project
Forklift replacement	\$40,000	\$10,000	\$50,000
Bobcat - new utility vehicle	\$120,000	\$30,000	\$150,000
Trailer	\$16,000	\$4,000	\$20,000
Total	\$176,000	\$44,000	\$220,000

Discussion of operating cost impact:

On-going operating costs would consist of normal equipment maintenance costs associated with maintaining the equipment listed.

	DEPARTMENT COST SUMMARY															
DEPARTMENT PHASE		2026		2027			2028			2029			2030			Total
Valley Transit		220,000			-			-			-			-	\$	220,000
Total - Valley Transit Capital	\$	220,000	\$		-	\$		-	\$		-	\$		-	\$	220,000
Project																

	COST ANALYSIS													
Estimated Cash Flows														
Components		2026	2027	2028	2029	2030		Total						
Planning		-	-	-	-	-	\$	_						
Land Acquisition		-	-	-	-	-	\$	_						
Construction		-	-	-	-	-	\$	_						
Other		220,000	-	-	-	-	\$	220,000						
Total	\$	220,000	\$ -	\$ -	- \$	- \$	\$	220,000						
Operating Cost Impact	\$	-	\$ -	\$ -		- \$	\$	_						

CITY OF APPLETON 2026 BUDGET CAPITAL IMPROVEMENTS PROGRAM PROJECT REQUEST

IDENTIFICATION

Project Title: Valley Transit Vehicles

PROJECT DESCRIPTION

Justification:

Valley Transit intends to use funds to purchase three replacement vehicles. Valley Transit's capital purchases are reimbursed by the Federal Transit Administration through Section 5339 grant funding at 80% of the expense.

Valley Transit is replacing three staff vehicle purchased in 2012 that are beyond their useful life and fully depreciated. The support vehicles are used to perform various support/staff functions including transporting drivers to and from the transit center, travel for training and ferrying passengers to destinations when transfers are missed due to a service interruption. The vehicles are also used by the operations supervisors to respond to accidents, manage detours, perform ride checks, and travel between the Administration building and the Transit Center.

The total cost of the three vehicles is estimated to be \$150,000. Valley Transit will use Federal Transit a combination of Administration Section 5339 funds (\$120,000) and depreciation reserves (\$30,000) to pay for the vehicles

Discussion of operating cost impact:

On-going operating costs would consist of normal vehicle maintenance costs associated with maintaining the vehicles.

	DEPARTMENT COST SUMMARY															
DEPARTMENT PHASE		2026		2027			2028			2029			2030			Total
Valley Transit		150,000			-			-			-			-	\$	150,000
Total - Valley Transit Capital Project	\$	150,000	\$		-	\$		-	\$		-	\$		-	\$	150,000

	COST ANALYSIS													
Estimated Cash Flows														
Components	2026	2027	2028	2029	2030	Total								
Planning	_	-	-	-	-	\$ -								
Land Acquisition	-	-	-	-	-	\$ -								
Construction	-	-	-	-	-	\$ -								
Other	150,000	-	-	-	-	\$ 150,000								
Total	\$ 150,000	-	- \$	-	- \$	\$ 150,000								
Operating Cost Impact	\$ -	-	- \$	-	- \$	\$ -								