



City of Appleton

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

Meeting Agenda - Final Fox Cities Transit Commission

Tuesday, August 27, 2019

3:00 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[19-1253](#) Approval of minutes from previous meeting
Attachments: [MeetingMinutes July 30 2019.pdf](#)
4. **Public Hearings/Apearances**
[19-1254](#) Public Participation on Agenda Items
5. **Action Items**
[19-1255](#) Approval of Payments
Attachments: [July 2019 payments.pdf](#)
6. **Information Items**
[19-1256](#) Financial Report
Attachments: [2019 July Income Statement.pdf](#)
[2019 July Income Statement \(PT\).pdf](#)
[19-1257](#) Ridership and Revenue
Attachments: [2019 July Ridership.pdf](#)
[19-1258](#) Transit Development Plan (TDP) Update
[19-1259](#) Request for Future Agenda Items
7. **Next Meeting Date & Time**
 - September 10, 2019, 3:00 PM
 - September 24, 2019, 3:00 PM

8. 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
www.appleton.org

Meeting Minutes - Final Fox Cities Transit Commission

Tuesday, July 30, 2019

3:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 10 - Kasimor, Chairperson Buckingham, Nau, Vice Chair Dearborn, Wurdinger, Brown, Dexter, VandeHey, Stephenson and Firkus

Excused: 3 - Detienne, Wilson and Schultz

3. Approval of minutes from previous meeting

[19-1068](#)

Approval of minutes from previous meeting

Attachments: [MeetingMinutes May 28 2019.pdf](#)

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

4. **Public Hearings/Appearances**

[19-1069](#)

Public Participation on Agenda Items

There was no public participation on the agenda items

5. **Action Items**

6. **Information Items**

[19-1070](#)

Approval of Payments

Attachments: [May 2019 payments.pdf](#)

[June 2019 payments.pdf](#)

This action item was moved to information items

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

[19-1113](#)

The Fox Cities Transit Commission will go into closed session according to State Statute §19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session regarding the negotiation of the contract with Kobussen and then reconvene into open session.

Meeting went into Closed Session

Commissioner Wurdinger moved, seconded by Commissioner Dexter that the Fox Cities Transit Commission go into closed session. Roll Call Vote:

Aye: 10 - Buckingham, Wurdinger, Nau, Brown, Kasimor, Dearborn, Firkus, Dexter, VandeHey, Stephenson
Excused: 3 - Wilson, Schultz, Detienne

Discussion was held.

Commissioner Dearborn moved, seconded by Commissioner Stephenson that the Fox Cities Transit Commission reconvene the meeting from closed session. Roll Call Vote:

Aye: 10 - Buckingham, Wurdinger, Nau, Brown, Kasimor, Dearborn, Firkus, Dexter, VandeHey, Stephenson
Excused: 3 - Wilson, Schultz, Detienne

[19-1112](#)

Request to Amend and Exercise Option Years for Specialized Transportation Contract (VT-16-008) and Rural Paratransit Contract (VT-16-007)

Attachments: [Kobussen Letter dated 6-24-2019.pdf](#)

This action item was moved to information items

Commissioner Wurdinger moved, seconded by Commissioner VandeHey, that the Report Action Item be approved as amended.

Approved pricing change for option year from Consumer Price Index to five percent (5%) for both Rural Paratransit contract (VT-16-007) and Specialized Transportation contract (VT-16-008). Approved reduction of one route to the Specialized Transportation contract and change in service to comply with the Americans with Disability Act. Request to change Rural Paratransit Contract scheduling requirements denied.

Voice Vote. Motion Carried.

Excused: 3 - Detienne, Wilson and Schultz

[19-1071](#)

Financial Report

Attachments: [2019 May Income Statement.pdf](#)
[2019 May Income Statement \(PT\).pdf](#)
[2019 June Income Statement.pdf](#)
[2019 June Income Statement \(PT\).pdf](#)

This Presentation was presented

[19-1072](#)

2018 Financial Audit

Attachments: [Valley Transit 2018 Audit - Transit Management Letter.pdf](#)
[Valley Transit 2018 Audit - Final Report and Financial Statements.pdf](#)

This Presentation was presented

[19-1073](#)

Ridership and Revenue

Attachments: [2019 May Ridership.pdf](#)
[2019 June Ridership.pdf](#)

This Presentation was presented

[19-1074](#)

Transit Security

This Presentation was presented

[19-1075](#)

Key Performance Indicators

Attachments: [2019 Q2 KPI.pdf](#)

This Presentation was presented

[19-1076](#)

New Flyer Buses

This Presentation was presented

[19-1077](#)

Website Redesign Update

This Presentation was presented

[19-1078](#)

Wisconsin Department of Transportation Management Performance Review in August

This Presentation was presented

[19-1079](#)

Triennial Review in September

This Presentation was presented

- [19-1080](#) Request for Future Agenda Items
This Presentation was discussed

7. Pending Items

- [19-1081](#) Marketing Update - Aug
This Presentation was held

- [19-1082](#) Transit Development Plan (TDP) Update - Aug
This Presentation was held

8. Next Meeting Date & Time
- August 13, 2019, 3:00 PM - Cancelled
- August 27, 2019, 3:00 PM

9. Adjournment

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

08/21/2019 09:41
EbbenDA

City of Appleton
INVOICE LIST BY GL ACCOUNT



P 1
apinvgl

YEAR/PERIOD:	2019/7	TO	2019/7			CHECK RUN	CHECK	DESCRIPTION
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S			
58071000								VT 5307 Admin
58071000	620100							Training/Conferences
999990	AMTRAK .COM 18206535	15629	0	2019	7 INV P	148.00	pcard	FMO & PSR review wo
999990	EZREGISTER	15658	0	2019	7 INV P	275.00	pcard	WIPTA Conference
999990	EZREGISTER	15675	0	2019	7 INV P	275.00	pcard	Triennial review tr
999990	WYNDHAM GRAND CHICAG	15797	0	2019	7 INV P	859.40	pcard	FMO & PSR training
999990	WYNDHAM GRAND CHICAG	15804	0	2019	7 INV P	859.40	pcard	FMO & PSR training
						2,416.80		
ACCOUNT TOTAL						2,416.80		
58071000	620500							Employee Recruitment
000466	FICO, JAMES	15332	0	2019	7 INV P	500.00	073119	539075 testing/evaluation
002158	CAREERBUILDER	15206	0	2019	7 INV P	143.44	pcard	JUNE JOB POSTINGS
999990	TRANSITTALENT.COM	16375	0	2019	7 INV P	110.00	pcard	Mobility Manager Po
999990	YOURMEMBERSHIP CAREE	16377	0	2019	7 INV P	160.00	pcard	Mobility Manager Jo
						270.00		
ACCOUNT TOTAL						913.44		
58071000	630100							Office Supplies
999990	QUILL CORPORATION	15641	0	2019	7 INV P	102.56	pcard	Office supplies
999990	QUILL CORPORATION	15728	0	2019	7 INV P	142.76	pcard	Office supplies
999990	QUILL CORPORATION	15729	0	2019	7 INV P	17.88	pcard	Office supplies
						263.20		
ACCOUNT TOTAL						263.20		
58071000	630200							Subscriptions
000999	NORTHERN MUSICAST, I	15616	0	2019	7 INV P	135.00	pcard	Service July 2019 t
ACCOUNT TOTAL						135.00		
58071000	630400							Postage~Freight
000460	FEDEX - FEDERAL EXPR	15624	0	2019	7 INV P	11.45	pcard	Shipping
001583	UNITED STATES POSTAL	15803	0	2019	7 INV P	102.05	pcard	FCTC packets
ACCOUNT TOTAL						113.50		
58071000	630500							Awards & Recognition
999990	PIZZA HUT 013246	15806	0	2019	7 INV P	50.34	pcard	Driver appreciation
ACCOUNT TOTAL						50.34		
58071000	631603							Other Misc. Supplies
000763	KWIK TRIP, INC	15807	0	2019	7 INV P	7.98	pcard	Supplies

08/21/2019 09:41
EbbenDA

City of Appleton
INVOICE LIST BY GL ACCOUNT



YEAR/PERIOD: 2019/7	TO 2019/7								
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
ACCOUNT TOTAL						7.98			
58071000 632002			Outside Printing						
000561 GENFARE, DIVISION OF	14331	190306	2019	7	INV P	1,500.00	071019	538773 D11145-50205 .010	T
000561 GENFARE, DIVISION OF	14332	190306	2019	7	INV P	8,175.00	071019	538773 D11145-50205 .010	T
						9,675.00			
001269 SPECTRA PRINT CORPOR	15626	0	2019	7	INV P	1,144.00	pcard	System maps	
ACCOUNT TOTAL						10,819.00			
58071000 640800			Contractor Fees						
001771 RED SHOES PR, INC.	14355	190097	2019	7	INV P	566.25	071019	538804 Marketing Services	
001771 RED SHOES PR, INC.	14356	190097	2019	7	INV P	4,042.00	071019	538804 Marketing Services	
						4,608.25			
ACCOUNT TOTAL						4,608.25			
58071000 641100			Temporary Help						
000221 CADRE OF PREMIER STA	15628	0	2019	7	INV P	3,074.44	pcard	Temp Com Tech - mul	
000221 CADRE OF PREMIER STA	15679	0	2019	7	INV P	828.48	pcard	Com Tech temp	
000221 CADRE OF PREMIER STA	15726	0	2019	7	INV P	828.48	pcard	Com Tech temp	
						4,731.40			
ACCOUNT TOTAL						4,731.40			
58071000 641200			Advertising						
000882 MIDWEST COMMUNICATIO	15727	0	2019	7	INV P	3,150.00	pcard	VT Marketing	
001517 WISCONSIN MEDIA	15608	0	2019	7	INV P	264.59	pcard	Trolley RFP	
ACCOUNT TOTAL						3,414.59			
58071000 641301			Electric						
001575 WE ENERGIES	512	0	2019	7	INV P	3,791.12	072419	539035 ELEC 7216-827-232	T
ACCOUNT TOTAL						3,791.12			
58071000 641302			Gas						
001575 WE ENERGIES	512	0	2019	7	INV P	77.76	072419	539035 GAS 7216-827-232	Tr
ACCOUNT TOTAL						77.76			
58071000 641307			Telephone						
000132 AT&T	14623	0	2019	7	INV P	359.70	071719	538838 920-730-0780 935	6
ACCOUNT TOTAL						359.70			

08/21/2019 09:41
EbbenDA

City of Appleton
INVOICE LIST BY GL ACCOUNT



P 3
apinvgl

YEAR/PERIOD: 2019/7 TO 2019/7									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
58071000 641308								Cellular Phones	
000250 CELLCOM APPLETON PCS	15625	0	2019 7	INV	P				204.05 pcard
								Phones	
								ACCOUNT TOTAL	204.05
								ORG 58071000 TOTAL	31,906.13
58072000								VT 5307 Vehicle Maintenance	
58072000 620100								Training/Conferences	
001307 STUMPF MOTOR COMPANY	15758	0	2019 7	INV	P				478.89 pcard
								Car rental for bus	
999990 ST. CLOUDFAIRFIELD I	15572	0	2019 7	INV	P				468.60 pcard
999990 GRANDSTAY ST CLOUD	15592	0	2019 7	INV	P				423.48 pcard
999990 CENEX RIVER CO070741	15703	0	2019 7	INV	P				25.01 pcard
999990 GRANDSTAY ST CLOUD	15756	0	2019 7	INV	P				423.48 pcard
999990 BP#9725482BB CONVENI	15757	0	2019 7	INV	P				30.00 pcard
999990 SHELL OIL 5744593750	15759	0	2019 7	INV	P				19.00 pcard
									1,389.57
								ACCOUNT TOTAL	1,868.46
58072000 630901								Shop Supplies	
000035 AIRGAS USA, LLC	15630	0	2019 7	INV	P				51.12 pcard
								Monthly rental	
000089 NEW FLYER OF AMERICA	15621	0	2019 7	INV	P				48.20 pcard
000089 NEW FLYER OF AMERICA	15622	0	2019 7	INV	P				31.92 pcard
000089 NEW FLYER OF AMERICA	15623	0	2019 7	INV	P				128.24 pcard
									208.36
000244 CCP INDUSTRIES	15674	0	2019 7	INV	P				1,762.94 pcard
								Shop supplies	
001333 TARTAN SUPPLY CO., I	15798	0	2019 7	INV	P				611.72 pcard
								July custodial supp	
001610 GARROW PROPANE CORPO	15627	0	2019 7	INV	P				206.59 pcard
								Kerosene	
001655 AUTOMOTIVE SUPPLY CO	15574	0	2019 7	INV	P				299.10 pcard
001655 AUTOMOTIVE SUPPLY CO	15593	0	2019 7	INV	P				20.88 pcard
001655 AUTOMOTIVE SUPPLY CO	15596	0	2019 7	INV	P				116.58 pcard
001655 AUTOMOTIVE SUPPLY CO	15651	0	2019 7	INV	P				26.98 pcard
001655 AUTOMOTIVE SUPPLY CO	15653	0	2019 7	INV	P				37.00 pcard
001655 AUTOMOTIVE SUPPLY CO	15655	0	2019 7	INV	P				12.63 pcard
001655 AUTOMOTIVE SUPPLY CO	15656	0	2019 7	INV	P				21.00 pcard
001655 AUTOMOTIVE SUPPLY CO	15657	0	2019 7	INV	P				60.22 pcard
001655 AUTOMOTIVE SUPPLY CO	15697	0	2019 7	INV	P				195.60 pcard
001655 AUTOMOTIVE SUPPLY CO	15698	0	2019 7	INV	P				149.00 pcard
001655 AUTOMOTIVE SUPPLY CO	15699	0	2019 7	INV	P				11.91 pcard
001655 AUTOMOTIVE SUPPLY CO	15700	0	2019 7	INV	P				100.02 pcard
001655 AUTOMOTIVE SUPPLY CO	15702	0	2019 7	INV	P				6.96 pcard
001655 AUTOMOTIVE SUPPLY CO	15762	0	2019 7	INV	P				21.95 pcard
001655 AUTOMOTIVE SUPPLY CO	15763	0	2019 7	INV	P				21.86 pcard



YEAR/PERIOD: 2019/7 TO 2019/7										
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK	RUN	CHECK	DESCRIPTION	
001655	AUTOMOTIVE SUPPLY CO 15764	0	2019 7	INV	P	34.44		pcard	Supplies	
001655	AUTOMOTIVE SUPPLY CO 15765	0	2019 7	INV	P	-25.00		pcard	Parts & Supply	
						1,111.13				
ACCOUNT TOTAL						3,951.86				
58072000	630902	Tools & Instruments								
001655	AUTOMOTIVE SUPPLY CO 15577	0	2019 7	INV	P	34.22		pcard	PAW*AUTOMOTIVE SUPP	
001655	AUTOMOTIVE SUPPLY CO 15652	0	2019 7	INV	P	669.99		pcard	Equipment	
001655	AUTOMOTIVE SUPPLY CO 15654	0	2019 7	INV	P	9.23		pcard	Tools	
001655	AUTOMOTIVE SUPPLY CO 15701	0	2019 7	INV	P	3.82		pcard	Tool	
001655	AUTOMOTIVE SUPPLY CO 15760	0	2019 7	INV	P	8.53		pcard	Tool	
						725.79				
ACCOUNT TOTAL						725.79				
58072000	631603	Other Misc. Supplies								
001655	AUTOMOTIVE SUPPLY CO 15655	0	2019 7	INV	P	59.95		pcard	Misc supplies & sho	
999990	REYNEBEAU UPHOLSTERY 15725	0	2019 7	INV	P	175.45		pcard	Driver pouches	
ACCOUNT TOTAL						235.40				
58072000	632200	Gas Purchases								
000763	KWIK TRIP, INC 14625	0	2019 7	INV	P	173.78	071719	538867	fuel	
ACCOUNT TOTAL						173.78				
58072000	632601	Repair Parts								
000089	NEW FLYER OF AMERICA 15617	0	2019 7	INV	P	554.00		pcard	Parts	
000089	NEW FLYER OF AMERICA 15618	0	2019 7	INV	P	106.50		pcard	Parts	
000089	NEW FLYER OF AMERICA 15619	0	2019 7	INV	P	785.05		pcard	Parts	
000089	NEW FLYER OF AMERICA 15620	0	2019 7	INV	P	287.34		pcard	Parts	
000089	NEW FLYER OF AMERICA 15621	0	2019 7	INV	P	527.05		pcard	Parts and supplies	
000089	NEW FLYER OF AMERICA 15623	0	2019 7	INV	P	2,557.20		pcard	Parts & Supplies	
						4,817.14				
000641	HOGLUND BUS AND TRUC 15605	0	2019 7	INV	P	312.14		pcard	Parts	
000641	HOGLUND BUS AND TRUC 15606	0	2019 7	INV	P	636.16		pcard	Parts	
000641	HOGLUND BUS AND TRUC 15607	0	2019 7	INV	P	4,847.64		pcard	Parts	
						5,795.94				
001595	JX TRUCK CENTER 16666	0	2019 7	INV	P	8.56		Pcard	VALLEY TRANSIT - Ga	
001655	AUTOMOTIVE SUPPLY CO 15573	0	2019 7	INV	P	246.66		pcard	PAW*AUTOMOTIVE SUPP	
001655	AUTOMOTIVE SUPPLY CO 15575	0	2019 7	INV	P	-246.66		pcard	PAW*AUTOMOTIVE SUPP	
001655	AUTOMOTIVE SUPPLY CO 15593	0	2019 7	INV	P	106.57		pcard	Parts and supply	
001655	AUTOMOTIVE SUPPLY CO 15594	0	2019 7	INV	P	203.72		pcard	Parts	

08/21/2019 09:41
EbbenDA

City of Appleton
INVOICE LIST BY GL ACCOUNT



P 5
apinvgl

YEAR/PERIOD: 2019/7 TO 2019/7									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
001655 AUTOMOTIVE SUPPLY CO	15595	0	2019 7	INV	P		75.54 pcard	Parts	
001655 AUTOMOTIVE SUPPLY CO	15700	0	2019 7	INV	P		628.75 pcard	Parts & supplies	
001655 AUTOMOTIVE SUPPLY CO	15761	0	2019 7	INV	P		128.33 pcard	Part	
001655 AUTOMOTIVE SUPPLY CO	15765	0	2019 7	INV	P		-114.98 pcard	Parts & Supply	
001655 AUTOMOTIVE SUPPLY CO	15766	0	2019 7	INV	P		110.12 pcard	Part	
							1,138.05		
999990 ADAPTIVE MICRO SYSTE	15583	0	2019 7	INV	P		18.00 pcard	Bus parts	
999990 RACORSTORE RACORSTOR	15597	0	2019 7	INV	P		342.90 pcard	Bus parts	
999990 FULL COMPASS SYS VT	15603	0	2019 7	INV	P		121.50 pcard	Parts	
999990 VALLEY GLASS	15640	0	2019 7	INV	P		154.78 pcard	Part	
							637.18		
ACCOUNT TOTAL							12,396.87		
58072000 632700			Miscellaneous Equipment						
001901 DOUBLEMAP, INC.	14325	190433	2019 7	INV	P		2,093.81 071019	538765 Base System CAD/AVL	
ACCOUNT TOTAL							2,093.81		
58072000 641700			Vehicle Repairs & Maint						
000338 CUMMINS NPOWER, LLC	15642	0	2019 7	INV	P		196.90 pcard	Repairs	
000338 CUMMINS NPOWER, LLC	15643	0	2019 7	INV	P		309.90 pcard	Repairs	
							506.80		
001996 MATTHEWS TIRE, INC.	15659	0	2019 7	INV	P		162.00 pcard	Vehicle repairs	
ACCOUNT TOTAL							668.80		
58072000 641800			Equip Repairs & Maint						
000172 BAYCOM, INC.	15609	0	2019 7	INV	P		37.80 pcard	Radio parts	
000172 BAYCOM, INC.	15610	0	2019 7	INV	P		973.00 pcard	Radio parts	
							1,010.80		
000561 GENFARE, DIVISION OF	14408	0	2019 7	INV	P		20.49 071019	538773 thermal paper	
001392 U.S. VENTURE, INC	15678	0	2019 7	INV	P		7,412.00 pcard	Equipment repair	
ACCOUNT TOTAL							8,443.29		
58072000 642400			Software Support						
001901 DOUBLEMAP, INC.	14325	190433	2019 7	INV	P		176.65 071019	538765 Base System CAD/AVL	
ACCOUNT TOTAL							176.65		
58072000 643000			Health Services						
001588 THEDACARE, INC.	15612	0	2019 7	INV	P		77.87 pcard	DOT Physical	

08/21/2019 09:41
EbbenDA

City of Appleton
INVOICE LIST BY GL ACCOUNT



YEAR/PERIOD: 2019/7 TO 2019/7									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
ACCOUNT TOTAL						77.87			
58072000 645100									
001396 UNIFIRST CORPORATION	15680	0	2019 7	INV	P	144.35	pcard	Uniforms - multiple	
ACCOUNT TOTAL						144.35			
58072000 680403 1800									
Vehicles									
000089 NEW FLYER OF AMERICA	14637	190082	2019 7	INV	P	450,350.23	071719	538878 New Flyer 35 ft Die	
000089 NEW FLYER OF AMERICA	14638	190082	2019 7	INV	P	450,350.23	071719	538878 New Flyer 35 ft Die	
000089 NEW FLYER OF AMERICA	14639	190082	2019 7	INV	P	450,350.23	071719	538878 New Flyer 35 ft Die	
000089 NEW FLYER OF AMERICA	14640	190082	2019 7	INV	P	450,350.23	071719	538878 New Flyer 35 ft Die	
						1,801,400.92			
ACCOUNT TOTAL						1,801,400.92			
ORG 58072000 TOTAL						1,832,357.85			
58073000									
VT 5307 Building Maintenance									
Laundry Services									
58073000 645100									
000274 CINTAS CORPORATION	15631	0	2019 7	INV	P	100.22	pcard	Mats	
000274 CINTAS CORPORATION	15632	0	2019 7	INV	P	100.22	pcard	Mats	
000274 CINTAS CORPORATION	15633	0	2019 7	INV	P	100.22	pcard	Mats	
000274 CINTAS CORPORATION	15634	0	2019 7	INV	P	100.22	pcard	Mats	
000274 CINTAS CORPORATION	15635	0	2019 7	INV	P	39.59	pcard	Mats	
000274 CINTAS CORPORATION	15636	0	2019 7	INV	P	39.59	pcard	Mats	
000274 CINTAS CORPORATION	15637	0	2019 7	INV	P	39.59	pcard	Mats	
000274 CINTAS CORPORATION	15638	0	2019 7	INV	P	39.59	pcard	Mats	
000274 CINTAS CORPORATION	15639	0	2019 7	INV	P	39.59	pcard	Mats	
						598.83			
ACCOUNT TOTAL						598.83			
58073000 659900									
Other Contracts/Obligation									
001394 ULTIMATE CLEANING, L	14031	0	2019 7	INV	P	474.60	070319	538730 transit center mid	
001394 ULTIMATE CLEANING, L	14032	0	2019 7	INV	P	128.88	070319	538730 future neenah clean	
						603.48			
ACCOUNT TOTAL						603.48			
ORG 58073000 TOTAL						1,202.31			
58074000									
VT 5307 Operations									
Memberships & Licenses									
58074000 630300									
001649 WISCONSIN DEPARTMENT	14626	0	2019 7	INV	P	74.50	071719	538902 WI Title & License	
001649 WISCONSIN DEPARTMENT	14627	0	2019 7	INV	P	74.50	071719	538903 WI Title & License	
001649 WISCONSIN DEPARTMENT	14628	0	2019 7	INV	P	74.50	071719	538904 WI Title & License	
001649 WISCONSIN DEPARTMENT	14629	0	2019 7	INV	P	74.50	071719	538905 WI Title & License	
001649 WISCONSIN DEPARTMENT	14963	0	2019 7	INV	P	74.50	072419	539040 WI TITLE & LICENSE	

08/21/2019 09:41
EbbenDA

City of Appleton
INVOICE LIST BY GL ACCOUNT



YEAR/PERIOD: 2019/7 TO 2019/7	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
	001649 WISCONSIN DEPARTMENT	15316	0	2019 7	INV P	74.50 073119	539118 title & license 193
	001649 WISCONSIN DEPARTMENT	15368	0	2019 7	INV P	74.50 073119	539119 title & license 193
						521.50	
					ACCOUNT TOTAL	521.50	
58074000 632101					Uniforms		
	001396 UNIFIRST CORPORATION	15680	0	2019 7	INV P	106.45 pcard	Uniforms - multiple
					ACCOUNT TOTAL	106.45	
58074000 632200					Gas Purchases		
	000763 KWIK TRIP, INC	14625	0	2019 7	INV P	1,394.28 071719	538867 fuel
	000796 LEVENHAGEN OIL CORPO	14947	190555	2019 7	INV P	14,835.75 072419	538960 #2 Ultra Low Sulfur
	000796 LEVENHAGEN OIL CORPO	15384	190607	2019 7	INV P	14,391.50 073119	539093 Ultra Low Sulfur Di
						29,227.25	
	001608 GARROW OIL CORPORATI	14030	0	2019 7	INV P	12,864.29 070319	538674 diesel fuel 7289 ga
					ACCOUNT TOTAL	43,485.82	
58074000 632602					Tires		
	001926 GOODYEAR TIRE AND RU	14333	190149	2019 7	INV P	1,939.02 071019	538774 Bus tire lease
					ACCOUNT TOTAL	1,939.02	
58074000 632603					Lubricants		
	000615 HARTLAND LUBRICANTS	15611	0	2019 7	INV P	337.33 pcard	Lube
	001655 AUTOMOTIVE SUPPLY CO	15576	0	2019 7	INV P	719.00 pcard	PAW*AUTOMOTIVE SUPP
	001655 AUTOMOTIVE SUPPLY CO	15650	0	2019 7	INV P	46.44 pcard	Lubricants
						765.44	
					ACCOUNT TOTAL	1,102.77	
58074000 640800					Contractor Fees		
	002229 STAR PROTECTION AND	14357	190391	2019 7	INV P	760.00 071019	538808 Security Services
	002229 STAR PROTECTION AND	14358	190391	2019 7	INV P	760.00 071019	538808 Security Services
	002229 STAR PROTECTION AND	14359	190391	2019 7	INV P	760.00 071019	538808 Security Services
	002229 STAR PROTECTION AND	14951	190391	2019 7	INV P	608.00 072419	538998 Security Services
						2,888.00	
					ACCOUNT TOTAL	2,888.00	
58074000 643000					Health Services		
	001588 THEDACARE, INC.	15612	0	2019 7	INV P	216.93 pcard	DOT Physical
	001588 THEDACARE, INC.	15613	0	2019 7	INV P	91.79 pcard	DOT Physical

08/21/2019 09:41
EbbenDA

City of Appleton
INVOICE LIST BY GL ACCOUNT



YEAR/PERIOD: 2019/7	TO 2019/7									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION		
001588 THEDACARE, INC.	15614	0	2019 7	INV	P	216.93	pcard	DOT Physical		
001588 THEDACARE, INC.	15615	0	2019 7	INV	P	77.87	pcard	DOT Physical		
						603.52				
						ACCOUNT TOTAL		603.52		
						ORG 58074000 TOTAL		50,647.08		
58075000			VT 5307	ADA	Paratransit					
58075000 632002					Outside Printing					
000726 JP GRAPHICS, INC.	14051	0	2019 7	INV	P	1,167.00	070319	538681 ada paratransit bas		
001121 QUICK PRINT CENTER,	15587	0	2019 7	INV	P	393.96	pcard	Senior transportati		
						ACCOUNT TOTAL		1,560.96		
58075000 640800					Contractor Fees					
001186 RUNNING, INC.	14665	0	2019 7	INV	P	133,521.90	071719	538887 vtii, elderly and s		
						ACCOUNT TOTAL		133,521.90		
58075000 641308					Cellular Phones					
001442 VERIZON WIRELESS SER	15805	0	2019 7	INV	P	4,764.96	pcard	ADA data plan - set		
						ACCOUNT TOTAL		4,764.96		
						ORG 58075000 TOTAL		139,847.82		
58076000			VT 5307	Ancillary	Paratransit					
58076000 640800 1806					Contractor Fees					
001186 RUNNING, INC.	14665	0	2019 7	INV	P	2,745.90	071719	538887 vtii, elderly and s		
						ACCOUNT TOTAL		2,745.90		
58076000 640800 1807					Contractor Fees					
001186 RUNNING, INC.	14665	0	2019 7	INV	P	587.10	071719	538887 vtii, elderly and s		
						ACCOUNT TOTAL		587.10		
58076000 640800 1808					Contractor Fees					
000750 KOBUSSEN BUSES, LTD	14662	0	2019 7	INV	P	42,630.00	071719	538865 specialized transpo		
						ACCOUNT TOTAL		42,630.00		
58076000 640800 1809					Contractor Fees OC Demand Resp					
000750 KOBUSSEN BUSES, LTD	14661	0	2019 7	INV	P	17,473.26	071719	538865 june rural service		
						ACCOUNT TOTAL		17,473.26		
58076000 640800 1810					Contractor Fees - OC TANF					
001186 RUNNING, INC.	14666	0	2019 7	INV	P	290.70	071719	538887 ochst services		

08/21/2019 09:41
EbbenDA

City of Appleton
INVOICE LIST BY GL ACCOUNT



P 9
apinvgl

YEAR/PERIOD: 2019/7	TO 2019/7								
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION		
			ACCOUNT TOTAL			290.70			
58076000 640800 1813			Contractor Fees-Neenah DAR						
000528 FOX VALLEY CAB	14658	0	2019 7 INV P		1,008.00	071719	538857 nwdar fox crossing		
000528 FOX VALLEY CAB	14659	0	2019 7 INV P		462.00	071719	538857 nwdar heritage		
000528 FOX VALLEY CAB	14660	0	2019 7 INV P		7,224.00	071719	538857 nwdar neenah		
			ACCOUNT TOTAL			8,694.00			
			ACCOUNT TOTAL			8,694.00			
58076000 640800 1818			Contractor Fees-CC Rural						
001621 CALUMET COUNTY	14663	0	2019 7 INV P		2,935.30	071719	538845 van service		
			ACCOUNT TOTAL			2,935.30			
58076000 640800 1819			Contractor Fees-Connectr Hours						
001186 RUNNING, INC.	14664	0	2019 7 INV P		23,124.00	071719	538887 connector		
			ACCOUNT TOTAL			23,124.00			
58076000 640800 1820			Contractor Fees-Connector Area						
001186 RUNNING, INC.	14664	0	2019 7 INV P		7,955.50	071719	538887 connector		
			ACCOUNT TOTAL			7,955.50			
58076000 640800 1821			Contractor Fees-Trolley						
000774 LAMERS BUS LINES, IN	15355	0	2019 7 INV P		2,000.43	073119	539091 jun trolley serve 6		
000774 LAMERS BUS LINES, IN	15356	0	2019 7 INV P		2,000.43	073119	539091 jun trolley service		
000774 LAMERS BUS LINES, IN	15357	0	2019 7 INV P		1,963.39	073119	539091 jun trolley service		
000774 LAMERS BUS LINES, IN	15358	0	2019 7 INV P		2,000.43	073119	539091 jun trolley service		
			ACCOUNT TOTAL			7,964.68			
			ACCOUNT TOTAL			7,964.68			
			ORG 58076000 TOTAL			114,400.44			
=====									
	FUND 580 Valley Transit		TOTAL:			2,170,361.63			
=====									

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

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For Seven Months Ending July 31, 2018

Description	Month of July Actual	Prior Year July	YTD As of July Actual	Prior YTD July	2019 Amended Budget	2019 % of Total Budget
REVENUES						
Bus Fare Revenue	57,600	56,916	443,939	453,600	943,218	47.07%
Paratransit Fare Revenue	51,224	57,325	425,516	419,756	751,370	56.63%
Total Fare Revenue	108,824	114,241	869,455	873,356	1,694,588	51.31%
Other Charges for Service	4,870	2,771	40,887	31,134	55,000	74.34%
Other Revenues	500	500	40,388	18,039	14,000	288.49%
TOTAL REVENUES	114,194	117,512	950,730	922,529	1,763,588	53.91%
EXPENSES BY LINE ITEM						
Regular Salaries & Labor pool alloc	190,101	207,790	1,436,989	1,462,419	2,995,362	47.97%
Call Time	-	-	-	-	-	0.00%
Overtime	37,227	34,427	183,527	163,909	71,713	255.92%
Incentive Pay	(800)	-	(2,590)	-	1,335	-194.01%
Other Compensation	-	-	1,050	1,950	-	-
Fringes	78,800	84,790	582,224	574,052	1,257,585	46.30%
Unemployment Compensation	-	19	2,143	5,571	-	-
Salaries & Fringe Benefits	305,328	327,026	2,203,343	2,207,901	4,325,995	50.93%
Training & Conferences	4,285	895	9,126	6,420	25,000	36.50%
Employee Recruitment	913	-	2,527	2,757	4,200	60.17%
Parking Permits	-	-	-	65	150	0.00%
Office Supplies	263	130	2,595	1,532	5,000	51.90%
Subscriptions	135	75	480	625	1,735	27.67%
Memberships & Licenses	521	-	6,713	6,036	5,472	122.68%
Postage & Freight	114	32	926	1,048	4,300	21.53%
Awards & Recognition	50	23	880	378	900	97.78%
Food & Provisions	-	320	943	811	1,200	78.58%
Insurance	15,094	15,641	164,185	177,630	227,006	46.54%
Insurance dividend & return of surplus	-	-	(58,528)	(68,141)	-	0.00%
Depreciation Expense	56,022	50,568	392,154	353,977	672,264	58.33%
Administrative Expenses	77,397	67,684	522,001	483,138	947,227	55.11%
Landscape Supplies	-	-	685	907	3,000	22.83%
Shop Supplies & Tools (& misc)	4,921	6,000	26,306	26,590	53,200	49.45%
Printing & Reproduction	12,380	332	19,183	12,132	27,136	70.69%
Uniforms	106	116	3,531	1,851	5,000	70.62%
Gas Purchases	43,660	19,092	239,993	242,742	605,000	39.67%
Safety Supplies	-	-	-	555	500	0.00%
Vehicle & Equipment Parts	15,439	9,405	111,101	137,266	252,500	44.00%
Miscellaneous Equipment	2,094	-	4,737	22,714	26,600	17.81%
Signs	-	-	17,510	-	2,000	875.50%
Supplies & Materials	78,600	34,945	423,046	444,757	974,936	43.39%
Accounting/Audit	-	-	-	-	10,290	0.00%
Bank Services	-	-	1,112	1,167	3,000	37.07%
Consulting Services	-	-	-	-	-	#DIV/0!
Collection Services	-	199	925	1,509	4,600	20.11%
Contractor Fees	290,177	255,582	2,021,363	1,973,902	3,735,669	54.11%
Temp Help	4,731	-	24,616	543	5,000	492.32%
Advertising	3,415	3,250	6,105	5,100	50,309	12.14%
Health Services	681	1,651	5,714	4,722	9,200	62.11%

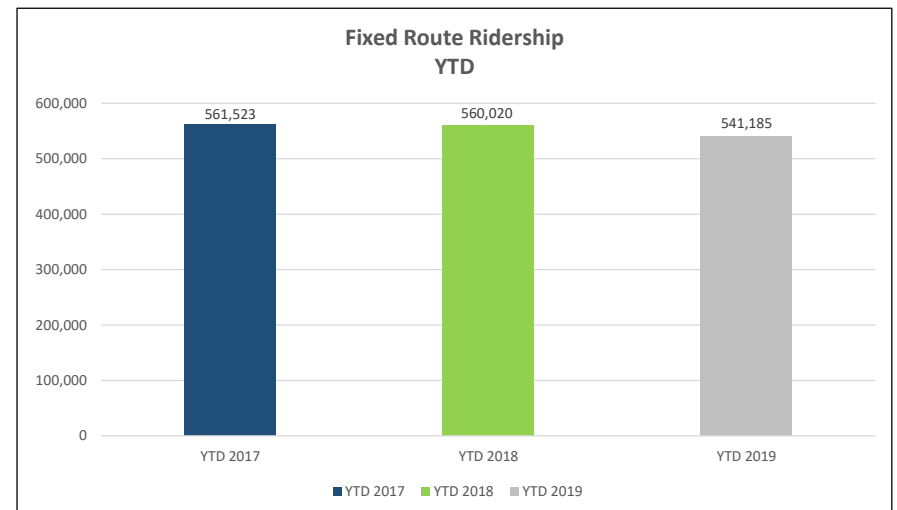
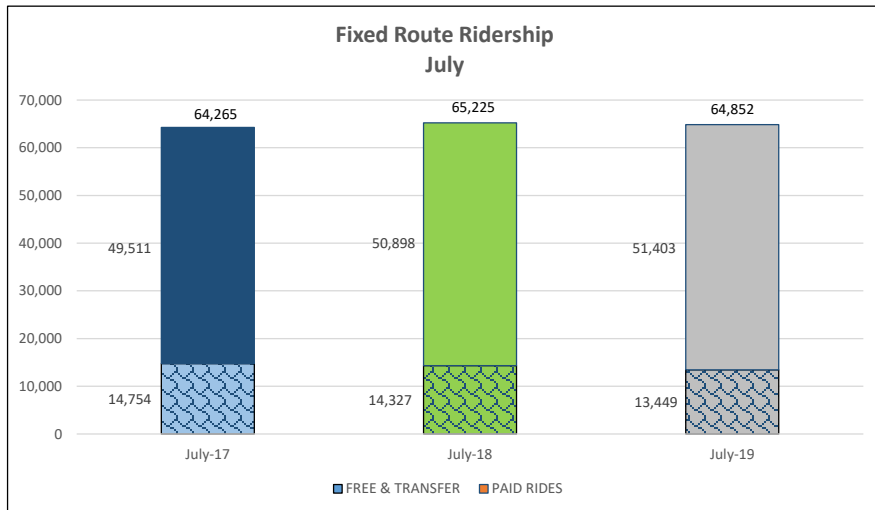
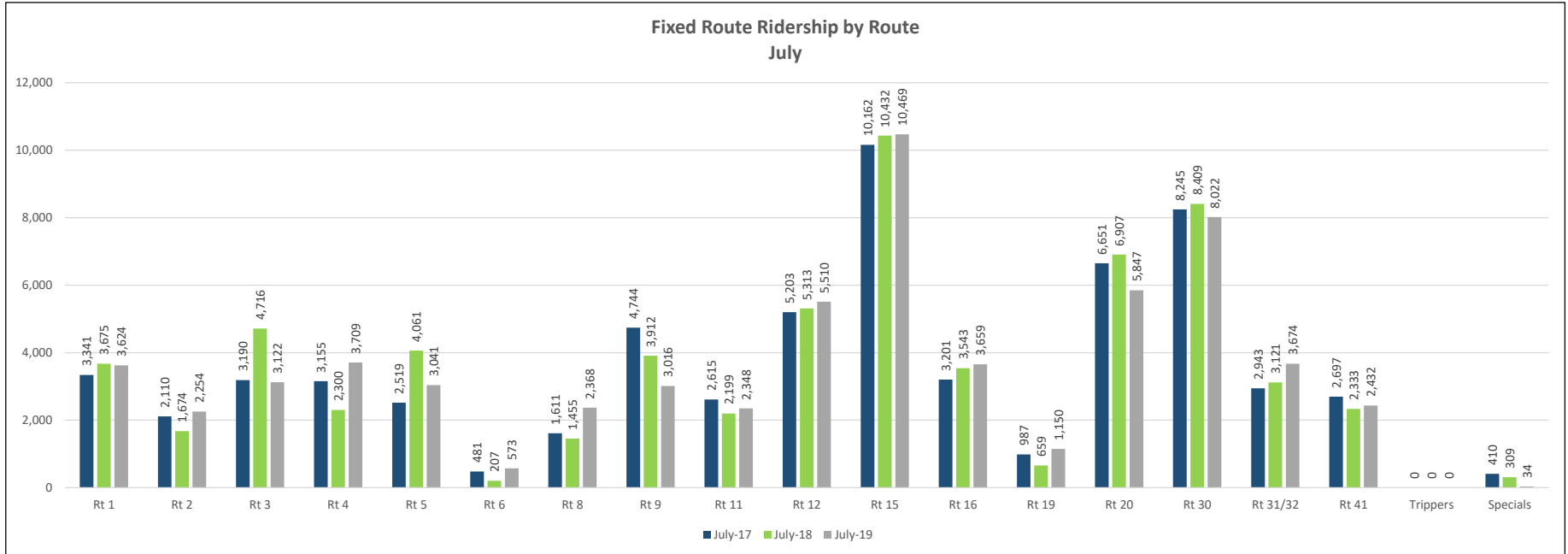
City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For Seven Months Ending July 31, 2018

Description	Month of July Actual	Prior Year July	YTD As of July Actual	Prior YTD July	2019 Amended Budget	2019 % of Total Budget
Snow Removal Services	749	-	33,073	18,419	15,000	220.49%
Laundry Services	743	547	4,981	3,039	6,916	72.02%
Other Contracts/Obligations	603	1,753	6,833	8,476	99,472	6.87%
Purchased Services	301,099	262,982	2,104,722	2,016,877	3,939,456	53.43%
Electric	3,791	1,544	31,525	28,034	55,000	57.32%
Gas	78	129	14,625	14,548	25,000	58.50%
Water	-	-	2,492	3,592	7,850	31.75%
Waste Disposal/Collection	-	-	941	1,323	3,124	30.12%
Stormwater	-	-	3,139	4,427	9,401	33.39%
Telephone	5,531	745	9,866	6,966	8,600	114.72%
Utilities	9,400	2,418	62,588	58,890	108,975	57.43%
Building/Grounds Repair & Maintenance	-	-	1,502	3,524	-	0.00%
Vehicle Repair & Maintenance	669	2,646	4,406	24,853	17,450	25.25%
Equipment Repair & Maintenance	8,443	-	31,742	8,186	19,668	161.39%
FMD Charges & Material	-	-	51,288	62,973	129,226	39.69%
Software Support	4,270	2,806	35,791	21,192	73,800	48.50%
CEA Equipment Rental	-	-	-	-	2,000	0.00%
Repairs & Maintenance	13,382	5,452	124,729	120,728	242,144	51.51%
Total Operating Expenses	785,206	700,507	5,440,429	5,332,291	10,538,733	51.62%
OPERATING INCOME (LOSS)	(671,012)	(582,995)	(4,489,699)	(4,409,762)	(8,775,145)	
NON-OPERATING REVENUES						
Federal Support	2,118,369	-	2,161,680	493,531	2,994,136	72.20%
State Support	2,703,476	-	2,703,476	753,549	2,736,001	98.81%
Appleton Support	270,925	263,593	1,896,475	1,845,151	660,829	286.98%
Other Local Support	551,674	490,795	2,416,184	2,240,868	1,610,003	150.07%
Investment Income	-	-	45,724	2,683	12,500	365.79%
Donations	4,167	4,167	30,205	30,195	62,678	48.19%
Fund Balance Applied	-	-	-	-	-	0.00%
TOTAL NON-OPERATING REVENUE	5,648,611	758,555	9,253,744	5,365,977	8,076,147	114.58%
Buildings	-	25,197	20,160	115,060	20,000	100.80%
Machinery & Equipment	-	-	731	95,055	304,396	0.24%
Vehicles	1,801,401	-	2,712,371	-	9,531,007	28.46%
Capital Expenditures	1,801,401	25,197	2,733,262	210,115	9,855,403	27.73%
NET INCOME (LOSS)	3,176,198	150,363	2,030,783	746,100	(10,554,401)	

City of Appleton
PURCHASED TRANSPORTATION
For Seven Months Ending July 31, 2018

Description	Month of July Actual	Prior Year July	YTD As of July Actual	Prior YTD July	2019 Amended Budget	2019 % of Total Budget
PURCHASED TRANSPORTATION EXPENSE						
VTII - Disabled	151,457	138,195	1,046,280	1,071,162	1,975,740	52.96%
VTII - Elderly	5,355	3,779	27,498	27,875	64,120	42.89%
PT - Optional (Sunday)	803	1,922	9,227	11,208	21,984	41.97%
Family Care Sheltered Workshop	44,762	44,675	304,016	309,194	547,625	55.52%
Outagamie County Demand Response Rural	22,394	11,543	146,405	106,004	225,406	64.95%
Outagamie County Human Services Transportation	544	32	1,883	3,879	12,824	14.68%
Neenah Dial - A - Ride	11,242	12,908	80,619	80,752	150,920	53.42%
Calumet County New Hope	-	-	-	89,559	-	0.00%
Calumet County Van Service	2,735	2,264	20,374	15,972	34,650	58.80%
Connector - Extended Service Hours	27,450	26,230	236,883	218,520	487,808	48.56%
Connector - Extended Service Area	10,480	8,179	74,085	58,999	116,133	63.79%
Downtown Trolley	<u>7,965</u>	<u>5,855</u>	<u>7,965</u>	<u>11,710</u>	<u>30,379</u>	<u>26.22%</u>
Total Purchased Transportation	285,187	255,582	1,955,235	2,004,834	3,667,589	53.31%

Valley Transit Ridership Report July 2019



Valley Transit Ridership Report July 2019

