



# City of Appleton

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

## Meeting Minutes - Final Fox Cities Transit Commission

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Tuesday, April 23, 2024

2:50 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

**Present:** 11 - Kasimor, Dexter, VandeHey, Chairperson Dearborn, Wurdinger, Detienne, Patza, Torrance, Firkus, Brown and Holzschuh

**Excused:** 1 - Heffernan

4. Approval of minutes from previous meeting

[24-0479](#)

Approval of minutes from previous meeting

**Attachments:** [MeetingMinutes 26-Mar-2024.pdf](#)

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

5. **Public Hearing/Appearances**

[24-0480](#)

Public Participation on Agenda Items

*No public participation on agenda items.*

6. **Action Items**

[24-0481](#)

Election of Fox Cities Transit Commission Chair

George Dearborn nominated for Chairperson by Commissioner Wurdinger, seconded by Commissioner Dexter. Commissioner Wurdinger moved, seconded by Commissioner Patza, that Commissioner Dearborn serve as Chairperson for the 2024-2025 term. Voice Vote. Approved unanimously.

[24-0482](#)

Election of Fox Cities Transit Commission Vice-Chair

Commissioner Firkus nominated for Vice-Chairperson by Commissioner VandeHey, seconded by Commissioner Brown. Voice Vote. Approved unanimously.

[24-0483](#) Establish Meeting Date and Time

Commissioner Brown moved, seconded by Commissioner Wurdinger, that the Fox Cities Transit Commission continue to meet twice a month on Tuesday at 2:50 PM. Voice Vote. Approved unanimously.

[24-0484](#) Designate Ronald McDonald as the Contact Person for the Commission

Commissioner Detienne moved, seconded by Commissioner Wurdinger, that Ronald McDonald be designated as the Contact Person for the Transit Commission. Voice Vote. Approved unanimously.

[24-0486](#) Approval of Payments

**Attachments:** [March 2024 Payments.pdf](#)

Commissioner Detienne moved, seconded by Commissioner Patza, that Payments be approved. Voice Vote. Motion Carried.

[24-0487](#) Authorization to award a five-year contract with three one-year options to Running Inc. for the provision of Paratransit (ADA and Ancillary) Services - Revised contract terms reference file number 24-0203

**Attachments:** [FCTC Running contract memo - revised contract terms.pdf](#)

Commissioner Torrance moved, seconded by Commissioner Brown, that the revised contract terms be recommended for approval. Voice Vote. Motion Carried.

## 7. Information Items

[24-0492](#) Financial Report

**Attachments:** [March 2024 Income Statement.pdf](#)

This Presentation was presented.

[24-0493](#) Ridership Report

**Attachments:** [March 2024 Ridership.pdf](#)

This Presentation was presented.

[24-0494](#) 2024 1st Quarter KPI

**Attachments:** [Quarterly KPI - QTR1 2024.pdf](#)

This Presentation was presented.

[24-0496](#)

Request for Future Agenda Items

This Presentation was discussed.

8. **Next Meeting Date & Time**
  - **May 7, 2024, 2:50 PM - Cancelled**
  - **May 21, 2024, 2:50 PM**

9. Adjournment

A motion was made by Commissioner Brown, seconded by Commissioner Torrance, that the meeting was adjourned.. The motion carried unanimously.