



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appletonwi.gov](http://www.appletonwi.gov)

## Meeting Minutes - Final Fox Cities Transit Commission

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Tuesday, December 9, 2025

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:** 7 - Kasimor, Dearborn, Dexter, VandeHey, Patza, Holzschuh and Meltzer

**Excused:** 5 - Wurdinger, Thao, Brown, Smith and Torrance

4. Approval of minutes from previous meeting

[25-1466](#)

Approval of minutes from previous meeting

**Attachments:** [MeetingMinutes11-Nov-2025.pdf](#)

Commissioner Meltzer moved, seconded by Commissioner Patza, that the Minutes be approved. Voice Vote. Motion Carried.

5. Public Hearing/Appearances

[25-1467](#)

Public Participation on Agenda Items

*No public participation on agenda items.*

6. Action Items

[25-1468](#)

Approval of Payments

**Attachments:** [October 2025 Payments.pdf](#)

Commissioner VandeHey moved, seconded by Commissioner Meltzer, that the payments be approved. Voice Vote. Motion Carried.

### Establish Consent Agenda

Commissioner Meltzer Moved, Seconded by Commissioner VandeHey that Action Items 25-1469, 25-1470, 25-1471, 25-1472 and 25-1473 be placed on a Consent Agenda. Voice Vote. Motion Carried Unanimously.

Commissioner Patza moved, Commissioner Meltzer seconded, that the consent agenda be recommended for approval. Voice Vote. The motion carried unanimously.

[25-1469](#)

Approve the Intermunicipal Agreement with Outagamie County for Specialized Transportation Services for 2026 Contingent on Outagamie County Approval

**Attachments:** [2026 Outagamie County Contract.pdf](#)

This Report Action Item was recommended for approval.

[25-1470](#)

Approve the Intermunicipal Agreement with Winnebago County for Specialized Transportation Services for 2026 Contingent on Winnebago County Approval

**Attachments:** [2026 Winnebago County Contract.pdf](#)

This Report Action Item was recommended for approval.

[25-1471](#)

Approve the Intermunicipal Agreement with Calumet County for Specialized Transportation Services for 2026 Contingent on Calumet County Approval

**Attachments:** [2026 Calumet County Contract.pdf](#)

This Report Action Item was recommended for approval.

[25-1472](#)

Approve the Intermunicipal Agreement with the City of Neenah for the Northern Winnebago Dial A Ride Service for 2026 Contingent on City of Neenah Approval

**Attachments:** [2026 NW Dial-A-Ride Neenah.pdf](#)

This Report Action Item was recommended for approval.

[25-1473](#)

Approve the Intermunicipal Agreement with the Village of Fox Crossing for the Northern Winnebago Dial A Ride Service for 2026 Contingent on the Village of Fox Crossing Approval

**Attachments:** [2026 NW Dial-A-Ride Fox Crossings.pdf](#)

This Report Action Item was recommended for approval.

[25-1474](#)

Approve 2025-2026 Federal Section 5310 Sub-recipient Contract

**Attachments:** [2026 - 2027 5310 Grant Agreement LSS.pdf](#)

Commissioner Kasimor moved, seconded by Commissioner Meltzer, that the Contract be recommended for approval. Voice Vote. Motion Carried.

## 7. Information Items

[25-1475](#)

Financial Report

**Attachments:** [October 2025 Income Statement.pdf](#)

The October financials were presented.

[25-1476](#)

Ridership Reports

**Attachments:** [August 2025 Ridership.pdf](#)  
[September 2025 Ridership.pdf](#)  
[October 2025 Ridership.pdf](#)

The Ridership Reports were presented.

[25-1477](#)

Quarterly KPI - QTR3 2025

**Attachments:** [Quarterly KPI QTR3 2025.pdf](#)

The 3rd Quarter KPI Reports were presented.

[25-1478](#)

Request for Future Agenda Items

Future agenda items were requested.

## 8. Next Meeting Date & Time

- January 13, 2026, 2:50 PM - Cancelled

- January 27, 2026, 2:50 PM

## 8. Adjournment

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