



City of Appleton

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

Meeting Minutes - Final Fox Cities Transit Commission

Tuesday, October 25, 2022

3:00 PM

Council Chambers, 6th Floor

Due to technical difficulties, video is not available

1. Call meeting to order

2. Roll call of membership

In person attendees: Chairperson Dearborn, Wurdinger, Dexter, Detienne

Virtual attendees: Kasimor, Torrance, Yang

Present: 7 - Kasimor, Dexter, Chairperson Dearborn, Wurdinger, Detienne, Torrance and Yang

Excused: 5 - VandeHey, Thao, Patza, Del Toro and Lendrum

3. Approval of minutes from previous meeting

[22-1348](#)

Approval of Minutes from previous meeting

Attachments: [MeetingMinutes 27-Sept-2022.pdf](#)

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

4. **Public Hearings/Appearances**

[22-1349](#)

Public Participation on Agenda Items

No public participation on agenda items

5. **Action Items**

[22-1351](#)

Award Geotechnical & Environmental Services Contract to Westwood Infrastructure, Inc.

Attachments: [2022 Transit Center Enviornmental and Geotechnical Services.pdf](#)

Commissioner Detienne moved, seconded by Commissioner Wurdinger, that the Report Action Item be recommended for approval. Voice Vote. Motion Carried.

[22-1352](#) Certify Valley Transit Public Transportation Agency Safety Plan (PTASP)

Attachments: [VT PTASP 10-1-22.pdf](#)

Commissioner Dexter moved, seconded by Commissioner Detienne, that the Report Action Item be recommended for approval. Voice Vote. Motion Carried.

6. Information Items

[22-1350](#) Approval of Payments

Attachments: [September 2022 Payments.pdf](#)

This action item was moved to information items

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

[22-1353](#) VTII Service Update

Justin Running presented

This Presentation was presented.

[22-1354](#) Financial Report

Attachments: [Monthly Income Statement September 2022.pdf](#)

This Presentation was presented.

[22-1355](#) Ridership Report

Attachments: [FCTC Monthly FR - Sept 2022.pdf](#)

[FCTC Monthly DR - Sept 2022.pdf](#)

This Presentation was presented.

[22-1356](#) Valley Transit 2023 Proposed Budget

Attachments: [2023 Valley Transit Proposed Budget.pdf](#)

This Presentation was presented.

[22-1357](#) 2022 Third Quarter KPI

Attachments: [Quarterly KPI - FR_QTR3 2022 .pdf](#)

[Quarterly KPI - DR_QTR3 2022 .pdf](#)

This Presentation was presented.

[22-1358](#)

Staffing Update

This Presentation was presented.

[22-1359](#)

Neenah Transit Center Relocation

This Presentation was presented.

[22-1360](#)

Appleton Transit Center Project Update

This Presentation was presented.

[22-1361](#)

Request for Future Agenda Items

This Presentation was discussed.

7. Next Meeting Date & Time

- November 8, 2022, 3:00 PM - Cancelled
- November 22, 2022, 3:00 PM - Cancelled
- December 13, 2022, 3:00 PM

8. Adjournment

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