

MINUTES— FOX CITIES TRANSIT COMMISSION
May 28, 2014

Commissioners Present

Vice Chairperson Carolyn Mewhorter
Aldersperson Kyle Lobner
Aldersperson Christine Williams
Carol Kasimor
Lynn Erickson
Rick Detienne

Valley Transit Staff

Sal La Puma, Assistant General Manager
Debra Ebben, Administrative Services Manager
Nikki Voelzke, Community Relations Specialist
Amy Erickson, Paratransit Coordinator
Lisa Laughlin, Communications Technician

Commissioners Excused

Chairperson Chuck Rundquist

Others Present

Chris Behrens, Assistant City Attorney

Vice Chairperson Carolyn Mewhorter called the meeting to order at 3:00 p.m.

APPROVAL OF MINUTES

There being no questions or corrections to the minutes of the May 14, 2014 meeting, Aldersperson Kyle Lobner moved that the minutes be approved which was seconded by Commissioner Lynn Erickson. The minutes were approved (6/0).

Aldersperson Christine Williams arrived shortly after the minutes were approved at 3:00 p.m.

APPEARANCES

Public Participation of Agenda Items

There were no public appearances.

ACTION ITEMS

Approval of Payments

Administrative Services Manager, Debra Ebben presented the check register covering 05/07/14 through 05/20/14 for questions and comments. A motion was made by Commissioner Carol Kasimor and seconded by Aldersperson Kyle Lobner to accept the payments 05/07/14 through 05/20/14. The motion carried (7/0).

Approve Connector Fare Increase to \$4.00 for Extended Service Area and \$6.00 for Extended Service Hours.

Assistant General Manager, Sal La Puma and Community Relations Specialist, Nikki Voelzke presented the requested fare increase for the Connector. Every effort has been made to inform the public of the proposal and there has been no public response. A change in federal funding policies has eliminated the designated employment transportation funds Valley Transit has been awarded in the past. The impending deficit is projected to be \$40,000 for 2014. The fare increase will help contribute to the revenue necessary to continue the Connector services. The fare increase is estimated to offset the deficit by \$10,000. Valley Transit and the United Way Fox Cities will continue to work together to identify additional funding sources and cost-saving measures. A motion was made by Commissioner Rick Detienne and seconded by Aldersperson Kyle Lobner to approve Connector fare increase to \$4.00 for extended service area and \$6.00 for extended service hours. The motion carried (7/0).

INFORMATION ITEMS

Rider Survey Results

Community Relations Specialist, Nikki Voelzke presented a report that included more in-depth rider survey results than those she was able to give the Commission at the last meeting. She is continuing to work with the consultants on analysis of the data from the survey and has requested that they give her data showing the results from adults 18 and older separated out from the results for those under 18 years old.

The survey states that 13% of all riders are using a student ID card as payment of fare. Commissioner Christine Williams questioned if the students are being charged enough and how our program compares to other systems with similar programs. Ms. Voelzke replied that Appleton Area School District pays a flat rate for the rides and is also charged for the tripper routes and any other additional services. The AASD Pass Program will be added to the pending items for discussion at the next Fox Valley Transit Commission meeting.

Exercise First Option Year with Lamers Bus Lines for Appleton Downtown Trolley Service

Paratransit Coordinator, Amy Erickson reported that Lamers Bus Lines has agreed to continue to provide Downtown Appleton Trolley Service in 2014 at a cost of \$72.29 per hour.

April Ridership and Revenue

Mr. La Puma presented the ridership and revenue for the month of April, 2014. The revenue was down slightly by 14.6% and the ridership was down 3.1% compared to last year. Mr. La Puma stated that Valley Transit is just about on pace with 2012 ridership and revenue which are the second highest ridership and revenue since 2005.

April Financials

Ms. Ebben presented the April Financials. She reported that Valley Transit is slightly under budget for 2014.

Legislative Update

There are no legislative updates at this time.

Pending Items

The expansion of the Fox Valley Transit Commission was approved by the Appleton Common Council at their last meeting on May 21, 2014. Assistant City Attorney, Chris Behrens is drafting the ordinance change for the next Common Council meeting on June 4, 2014. Once the ordinance gets passed by the Common Council the expansion of the Fox Valley Transit Commission will take effect in 45 days.

ADJOURNMENT

The next meeting will be on Wednesday, June 11, 2014 at 3:00 p.m. The meeting adjourned at 4:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Deborah Wetter".

Mrs. Deborah Wetter
General Manager