



# 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, September 8, 2020

3:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*The first few minutes of this meeting are unavailable due to technical difficulties.*

2. Roll call of membership

**Present:** 12 - Kasimor, Buckingham, Dexter, VandeHey, Meltzer, Wilson, Chairperson  
Dearborn, Stephenson, Wurdinger, Detienne, Nau and Gitter

**Excused:** 1 - Martin

3. Approval of minutes from previous meeting

[20-1076](#)

Approval of minutes from previous meeting

**Attachments:** [Meeting Minutes 07-Jul-2020.pdf](#)

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

4. Public Hearings/Apearances

[20-1077](#)

Public Participation on Agenda Items

*No public participation on agenda items*

5. Action Items

[20-1078](#)

Approval to enter into a contract with S&A Systems, Inc. to provide a Fuel Management System

**Attachments:** [Award Recommendation Doc.pdf](#)

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

[20-1079](#)

Approval to enter into a contract with Kueny, LLC for a Facilities Condition Assessment and Master Plan

**Attachments:** [2020 Valley Transit \(Whitman Ave\) Facility Master Plan.pdf](#)

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

[20-1161](#)

Award Recommendation for Valley Transit Support Vehicle

**Attachments:** [Award Recommendation for support vehicle.pdf](#)

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

## 6. Information Items

[20-1080](#)

Approval of Payments

**Attachments:** [June 2020 payments.pdf](#)

[July 2020 payments.pdf](#)

*This action item has been moved to information items*

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

[20-1081](#)

2019 Valley Transit Independent Audit - Presented by Dave Maccoux, Clifton-Larson-Allen LLP

**Attachments:** [2019 Final Report and Financial Statements City of Appleton Valley Transit.pdf](#)

**This Presentation was presented**

[20-1082](#)

2018 IAS-FD NTD Independent Audit - Presented by Dave Mccoux, Clifton-Larson-Allen LLP

**Attachments:** [2018 NTD Valley Transit Agreed-upon Procedures Report.pdf](#)

**This Presentation was presented**

[20-1083](#)

Financial Report

**Attachments:** [June 2020 Income Statement.pdf](#)

[June 2020 Income Statement PT.pdf](#)

[July 2020 Income Statement.pdf](#)

[July 2020 Income Statement PT.pdf](#)

**This Presentation was presented**

[20-1084](#)

Ridership and Revenue

**Attachments:**    [2020 July Ridership.pdf](#)  
                                  [2020 June Ridership.pdf](#)

**This Presentation was presented**

[20-1086](#)

Valley Transit COVID-19 Discussion

**This Presentation was discussed**

[20-1087](#)

Request for Future Agenda Items

**This Presentation was discussed**

**7. Pending Agenda Items**

[20-0795](#)

Discussion of Funding Alternatives

**8. Next Meeting Date & Time**

- **September 22, 2020, 3:00 PM - Cancelled**
- **October 13, 2020, 3:00 PM**

**9. Adjournment**

**A motion was made by Commissioner Wurdinger, seconded by Commissioner VandeHey, that this meeting was adjourned. The motion carried unanimously.**