

MINUTES— FOX CITIES TRANSIT COMMISSION
October 22, 2014

Commissioners Present

Chairperson Chuck Rundquist
Vice Chairperson Carolyn Mewhorter
Aldersperson Kyle Lobner
Aldersperson Christine Williams
Bob Buckingham
Bruce Sherman
Carol Kasimor
George Dearborn
Jeff McCabe
Joel Gregozeski
Linda Stoll
Rick Detienne
Travis Parish
Trish Nau

Commissioners Excused

Lynn Erickson

Valley Transit Staff

Deborah Wetter, General Manager
Sal LaPuma, Assistant General Manager
Debra Ebben, Administrative Services Manager
Nikki Voelzke, Community Relations Specialist
Lisa Laughlin, Communications Technician

Others Present

James Walsh, City Attorney

Chairperson Chuck Rundquist called the meeting to order at 3:02 p.m.

APPROVAL OF MINUTES

There being no questions or corrections to the minutes of the October 8, 2014 meeting, Commissioner Bob Buckingham moved that the minutes be approved which was seconded by Commissioner Kyle Lobner. The minutes were approved (14/0).

APPEARANCES

Public Hearing – Proposed 2015 Fixed Route and VTII Fare Increase

There were two persons in attendance for the public hearing that made comments regarding the proposed fare increase for 2015 fixed route and VTII.

Sarah Treuer from Appleton commented, “The fare increase is hard for us. Food and electric go up. We are low income. You also need to add an ATM at the Transit Center. You have to have cash for the machine because it doesn’t take credit or debit cards. Add a donation box downtown and on buses. Charge more than 25-cents for Oktoberfest.”

Tamara Coenen of Appleton commented, “The tickets need to be thicker and don’t raise prices.”

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 09/27/14 through 10/15/14 for questions and comments. A motion was made by Commissioner Rick Detienne and seconded by Commissioner Linda Stoll to accept the payments 09/27/14 through 10/15/14. The motion carried (14/0).

INFORMATION ITEMS

Exercise Second Year Option for Affinity Occupational Health for ADA Certification Services for 2015

General Manager, Deborah Wetter informed the Commission that Valley Transit has exercised the second option year with Affinity Occupational Health to continue to provide ADA certification services in 2015 for the same price of \$19.00 per certification. Commissioner Rick Detienne asked if there had been any price comparisons done for these services. Ms. Wetter responded that the current contract began in 2013 and the cost per certification has remained at \$19.00. Valley Transit has not done any price comparisons since that time. The contract would be going out for bid again in 2015.

Exercise Second Option Year for Kobussen Buses for Rural Transportation Services in Outagamie County for 2015

Ms. Wetter presented the Commission with the agreement between Valley Transit, Outagamie County and Kobussen Buses to exercise the second option year of the current contract. Kobussen has agreed to continue to provide the Rural Transportation service with a 2% increase over the 2014 rate. The price increase for the option years is based on the Consumer Price Index as specified in the contract. Commissioner Nau asked what the ridership was this year compared to last year. Ms. Wetter indicated that staff did not have that number with them but would send it out to the Commissioners after the meeting. She indicated that the price increase was not based on ridership numbers but rather the change in the Consumer Price Index.

Exercise Second Option Year for Kobussen Buses for Specialized Transportation in Outagamie County for 2015

Ms. Wetter presented the agreement between Valley Transit, Community Care and Kobussen Buses to exercise the second option year of the current contract. The price increase is based on the Consumer Price Index. The Specialized Transportation Service is 10 bus routes that take individuals from their homes to either Valley Packaging or Goodwill. The cost of the contract is not based on the number of riders but is a per bus route charge based on the number of days in the month that the service is provided.

Proposed 2015 Fare Increase

Ms. Wetter was asked to clarify the proposed elimination of the Freedom Pass and Kids on the Go and the addition of a Youth Fare. Ms. Wetter stated that Valley Transit is proposing a new 30 Day Freedom Pass for \$22.00 that would now be available all year and a Youth Fare for youth 5 – 18 years old of \$0.75 eliminating the need for a Kids on the Go fare and the summer Freedom Pass.

Commissioner Kyle Lobner asked Ms. Wetter to expand on the projected farebox recovery of 16% for next year. Ms. Wetter explained that it is not as high as we would like. However, our farebox recovery rate is actually slightly better than that of many of our peers. If ridership doesn't decrease as much as we're projecting due to the fare increase, the percent the customers are paying would be higher. In the past, the riders have paid about the same percent of Valley Transit's costs as the municipalities have paid. However, over the last several years, the farebox number has decreased somewhat which means that the municipalities had to pay a larger share. With a projected increase in farebox revenue for 2015, the budget is balanced and Valley Transit would not need to cut any services. Commissioner Rick Detienne commented that the fare the customer pays represents 15%-20% of the total cost of each bus ride. Each bus ride is being

subsidized by local communities and state and federal funds.

Proposed Valley Transit Budget for 2015

Commissioner Kyle Lobner has emailed questions regarding the budget to Valley Transit. These answers will be distributed to the rest of the Commission prior to the next meeting. At the last meeting Commissioner Rick Detienne asked for a five year comparison of operating expenses and the local share comparison between 2014 and 2015. Ms. Ebben provided the requested information to the Commission. Ms. Wetter explained that the local share that City of Appleton pays shows an increase when everyone else's amount is about the same as this year because of a budgeting error. For the years prior to 2015, Valley Transit budgeted all the revenue from the AASD tripper buses to Appleton but none of the costs. The mistake was corrected each year at year-end with the audit and true-up so Appleton did pay the correct share but the budget never reflected it correctly. The 2015 budget corrects the problem by spreading the costs and the revenue to all municipal funding partners.

Octoberfest Results

Assistant General Manager, Sal La Puma gave a brief summary of the results of Octoberfest. This year 406 rides came from the new additional Park & Ride lot in Kimberly at the Fox Valley Christian Fellowship Church which eased the congestion on route 20. This year's ridership for License to Cruise saw a new record high, up 1833 rides. The ridership for Octoberfest was also up from last year. The total rides for License to Cruise and Octoberfest was 17,281.

September Financials

Ms. Ebben presented the financials for September. She reported that Valley Transit is slightly under budget through September. The 2014 budget for bus parts and supplies is over budget. This is partly because Valley Transit budgeted Capital revenue for parts and tires and did not increase the expense line items to reflect the expenses covered by the Capital revenue.

August and September Ridership and Revenue

Ms. Wetter reported that the August ridership was down 4.2% from 2013 with revenue remaining flat. The September ridership was up 9.1% and revenue was up 16%. Year to date ridership and revenue is still lagging behind 2014.

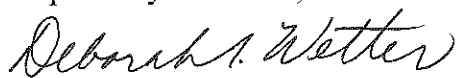
Pending Items

Given the success of the Octoberfest ridership Commissioners Rick Detienne and Kyle Lobner would like to evaluate fares before next year's event. Ms. Wetter stated that she would add it to the pending items for next July. There was also discussion of special fares for other events such as the Christmas Parade, Mile of Music, Election Day, etc. Discussion about the AASD Pass Program is being rescheduled for the first meeting in November.

ADJOURNMENT

The next meeting will be on Wednesday, October 29, 2014 at 3:00 p.m. The meeting adjourned at 3:52 p.m.

Respectfully submitted,



Mrs. Deborah Wetter, General Manager