



# City of Appleton

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

## Meeting Minutes - Final Fox Cities Transit Commission

---

Monday, February 20, 2023

3:00 PM

Council Chambers, 6th Floor

---

1. Call meeting to order
2. Roll call of membership

**In person attendees:** Chairperson Dearborn, Dexter, VandeHey, Wurdinger, Patza, Torrance, Yang

**Virtual attendees:** Kasimor, Del Toro

**Present:** 9 - Kasimor, Dexter, VandeHey, Chairperson Dearborn, Wurdinger, Patza, Torrance, Yang and Del Toro

**Excused:** 3 - Detienne, Thao and Lendrum

3. Approval of minutes from previous meeting

[23-0153](#)

Approval of minutes from previous meeting

**Attachments:** [Meeting Minutes 24-Jan-2023.pdf](#)

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

4. Public Hearings/Appearances

[23-0154](#)

Public Participation on Agenda Items

*No public participation on agenda items.*

5. Action Items

[23-0156](#)

Request to approve Acceptance of Federal Transit Administration FY 2021 American Rescue Plan Act (ARP) grants of \$3,370,750 and \$32,147 and Coronavirus Response and Relief Supplemental Appropriations Act (CRSSAA) grant of \$32,146

**Attachments:** [ARPA - CRSSAA Grant Acceptance memo.pdf](#)

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

[23-0157](#)

Authorization to Award Whitman Facility Remodel Phase 1 Construction Project to SMA Construction Services LLC

**Attachments:** [Memo for Whitman Phase 1 Construction Contract.pdf](#)  
[Appleton Valley Transit 2 20 2023.pdf](#)

*Jon Wallenkamp presented.*

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

[23-0158](#)

Request to approve Submittal of Applications for Fiscal Year 2023 Federal 5339 (b) Funds for \$12,000,000 for the Whitman Facility Remodel Phase 2 and \$25,254,700 for the Downtown Appleton Joint Development Project

**Attachments:** [FCTC 5339 Grant application memo 2023.pdf](#)

**Commissioner VandeHey moved, seconded by Commissioner Torrance, that the Report Action Item be recommended for approval. Voice Vote. Motion Carried.**

## 6. Information Items

[23-0155](#)

Approval of Payments

**Attachments:** [January 2023 Payments.pdf](#)

*This action item was moved to information items.*

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

[23-0159](#)

VTII Service Update

*Jason Olson presented.*

**This Presentation was presented**

[23-0160](#)

Financial Report

**Attachments:** [Monthly Income Statement January 2023.pdf](#)

**This Presentation was presented**

[23-0161](#)

Ridership Report

**Attachments:** [FCTC Monthly FR - Jan 2023.pdf](#)  
[FCTC Monthly DR - Jan 2023.pdf](#)

**This Presentation was presented**

[23-0162](#)

Request for Future Agenda Items

This Presentation was discussed

7. **Next Meeting Date & Time**
  - **March 7, 2023, 3:00 PM - Cancelled**
  - **March 21, 2023, 3:00 PM**

8. Adjournment

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