



# 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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Wednesday, December 11, 2013

3:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

**Present:** 6 - Alderperson Jeffrey Jirschele, Carolyn Mewhorter, Carol Kasimor, Kevin Vonck, Alderperson Kyle Lobner and Richard Detienne

**Excused:** 2 - Chuck Rundquist and Lynn Erickson

3. Approval of minutes from previous meeting

[13-1824](#) Approval of Minutes

**Alderperson Lobner moved, seconded by Commissioner Detienne, that the Minutes be recommended for approval. Voice Vote. Motion Carried.**

4. **Public Hearings/Appearances**

[13-1835](#) Public Participation on Agenda Items

5. **Action Items**

[13-1837](#) Approval of Award Contract for Development of a Valley Transit Strategic Plan

**Approved the award of Strategic Plan contract to SRF Consulting Group for \$60,000. Alderperson Lobner moved, seconded by Commissioner Vonck, that the Report Action Item be recommended for approval. Voice Vote. Motion Carried.**

[13-1844](#) #24-R-13/Jirschele/Lobner (Referral from November 20, 2013 Appleton Common Council Meeting) - Establishment of a Fox Cities Regional Transit Authority

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

6. **Information Items**

[13-1836](#)

Approval of Payments

*Moved action item to informational section.*

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

[13-1838](#)

Approval for Four Month Extension of the Connector Contract with Running, Inc.

*Moved action item to informational section.*

*Approval of Four Month Extension of the Connector Contract with Running, Inc. The extension will allow Valley Transit staff additional time to continue discussion with United Way on available alternatives for funding the Connector in 2014. Staff will make a recommendation to the Transit Commission in January on how we propose to change the Connector operation to fit the funding constraints and will allow us to inform the customers in advance of any change so they will have time to find alternatives if the service is going to be reduced or eliminated.*

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

[13-1839](#)

Approval to Exercise Second Option Year for Running, Inc. for Valley Transit II

*Moved action item to informational section.*

*Exercised second year option with Running, Inc. for Valley Transit II service and approved a 1.5% increase in the rate for 2014.*

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

[13-1840](#)

Approve the inter-municipal agreement with Outagamie County for specialized transportation services for 2014 contingent on Outagamie County approval

*Moved action item to informational section.*

**Alderperson Lobner moved, seconded by Commissioner Vonck, that the Report Action Item be approved. Voice Vote. Motion Carried.**

[13-1841](#)

Approve the inter-municipal agreement with Winnebago County for specialized transportation services for 2014 contingent on Winnebago County approval

*Moved action item to informational section.*

**Alderperson Lobner moved, seconded by Commissioner Vonck, that the Report Action Item be approved. Voice Vote. Motion Carried.**

[13-1842](#)

Approve the inter-municipal agreement with Calumet County for specialized transportation services for 2014 contingent on Calumet County approval

*Moved action item to informational section.*

**Alderperson Lobner moved, seconded by Commissioner Vonck, that the Report Action Item be approved. Voice Vote. Motion Carried.**

[13-1843](#)

Approve the inter-municipal agreement with City of Neenah and Town of Menasha for the Northern Winnebago Dial-A-Ride service for 2014 contingent on City of Neenah and Town of Menasha approval

*Moved action item to informational section.*

**Alderperson Lobner moved, seconded by Commissioner Vonck, that the Report Action Item be approved. Voice Vote. Motion Carried.**

[13-1845](#)

Exercise First Option Year for Affinity Occupational Health for ADA Certification Services for 2014

*Paratransit Coordinator Amy Erickson informed the Commission that Valley Transit was exercising the first option year for Affinity Occupational Health to provide ADA Certification services. Affinity has agreed to continue to provide the services in 2014 for the same price of \$19.00 per certification as provided in 2013.*

[13-1846](#)

Exercise First Option Year for Kobussen Buses for Specialized Transportation in Outagamie County for 2014

*Paratransit Coordinator Amy Erickson informed the Commission that Valley Transit was exercising the first option year for Kobussen Buses to provide the Outagamie Specialized Transportation in Outagamie County. The option year includes a price adjustment based on the Consumer Price Index change as of July 1, 2013. Based on this data, Kobussen has agreed to continue to provide the service with a 1.5% increase over the 2013 rate.*

[13-1847](#)

Exercise First Option Year for Kobussen Buses for Rural Transportation Services in Outagamie County for 2014

*Paratransit Coordinator Amy Erickson informed the Commission that Valley Transit was exercising the first option year for Kobussen Buses to provide the Outagamie Rural Transportation in Outagamie County. The option year includes a price adjustment based on the Consumer Price Index change as of July 1, 2013. Based on this data, Kobussen has agreed to continue to provide the service with a 1.5% increase over the 2013 rate.*

[13-1848](#)

Exercise First Option Year for Fox Valley Cab for Northern Winnebago Dial-A-Ride for 2014

*Paratransit Coordinator Amy Erickson informed the Commission that Valley Transit was exercising the first option year for Fox Valley Cab to provide the Northern Winnebago County Dial-A-Ride services in 2014. Fox Valley Cab has agreed to continue to provide the service for the same price of \$13.00 per trip as charged in 2013.*

[13-1849](#)

## October Financials

*Valley Transit continues to be slightly under budget as of October 31, 2013.*

[13-1850](#)

## October Ridership and Revenue

*Year-to-date, ridership is up 1.1% over 2012. October ridership was down 4.4% compared to October 2012 when there was a large spike in ridership. October 2013 is still the second highest in the last 8 years. October revenue was also down 13.6% but is up 1.6% year-to-date.*

[13-1851](#)

## Legislative Update

*A public hearing for the Fox Cities RTA enabling legislation (SB 259) is scheduled for December 19, 2013 at 9:00 AM in room 330 SW in the State Capitol in Madison. The public hearing is with the Senate Committee on Transportation, Public Safety, and Veterans and Military Affairs. The Fox Cities RTA bill was introduced by Senator Mike Ellis and is cosponsored by Representative Penny Bernard Schaber.*

[13-1852](#)

## Pending Items

## 7. Adjournment