



# 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, April 27, 2021

3:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order
2. Welcome new members
  - Mike Patza, Town of Grand Chute
  - Maiyoua Thao, City of Appleton
  - Brad Firkus, City of Appleton

3. Roll call of membership

*Commissioner Mahoney arrived at 3:37 pm.*

**Present:** 13 - Kasimor, Dexter, VandeHey, Chairperson Dearborn, Stephenson, Wurdinger, Detienne, Nau, Mahoney, Leupold, Firkus, Thao and Patza

4. Approval of minutes from previous meeting

[21-0531](#)

Approval of minutes from previous meeting

**Attachments:** [MeetingMinutes 9-Mar-2021.pdf](#)

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

5. **Public Hearings/Appearances**

[21-0532](#)

Public Participation on Agenda Items

*No public participation on agenda items*

6. **Action Items**

[21-0533](#)

Election of Chair and Vic-Chair, Meeting Date and Time, Designate Ronald McDonald as the Contact Person for the Commission

George Dearborn nominated for Chair by Commissioner Wurdinger. Approved unanimously.

Joe Stephenson nominated for Vice-Chair by Commissioner Detienne. Approved unanimously.

The Fox Cities Transit Commission will meet on the second and fourth Tuesday of each month at 3:00 PM, except September and December 2021, meetings will be the first and third Tuesday at 3:00 PM.

Ronald McDonald is designated as the contact person for the Commission.

[21-0535](#)

Approval to Award the Design Contract for the 2021 Valley Transit Whitman Avenue Facility Renovation Project to Kueny, LLC.

**Attachments:** [2021 Valley Transit \(Whitman Ave\) Facility Remodeling Professional Services.pdf](#)

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

[21-0536](#)

Approval to Issue a Purchase Order for 5-New Flyer Xcelsior Buses

**Attachments:** [Request Authorization fo Issue PO for Buses 04.2021.pdf](#)

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

[21-0537](#)

Approval to Issue a Purchase Order for Replacement Bus Stop Signs

**Attachments:** [Award Recommendation VT21-001 Signs.pdf](#)  
[Bus Stop Sign Bid Matrix.pdf](#)

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

[21-0538](#)

Authorization to Establish a Free-Fare for "Service Connected" Disabled Veterans

**Attachments:** [Memo for Disabled Vet Free Fare 04.21.2021.pdf](#)  
[VA Ltr for VT.pdf](#)

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

## 7. Information Items

[21-0534](#)

Approval of Payments

**Attachments:** [February 2021 payments.pdf](#)  
[March 2021 payments.pdf](#)

*This action item was moved to information items*

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

[21-0539](#)

Financial Report

**Attachments:** [February 2021 Income Statement corrected pages.pdf](#)  
[February 2021 Income Statement.pdf](#)  
[March 2021 Income Statement corrected pages.pdf](#)  
[March 2021 Income Statement.pdf](#)

**This Presentation was presented**

[21-0540](#)

Ridership and Revenue

**Attachments:** [2021 February Ridership.pdf](#)  
[2021 February Ridership corrected page.pdf](#)  
[2021 March Ridership.pdf](#)  
[2021 March Ridership corrected page.pdf](#)

**This Presentation was presented**

[21-0541](#)

2021 First Quarter KPI

**Attachments:** [2021 Q1.pdf](#)

**This Presentation was presented**

[21-0542](#)

Valley Transit COVID-19 Update - PASP Testing Results

**Attachments:** [PASP Testing Results.pdf](#)

**This Presentation was presented**

[21-0543](#)

Request for Future Agenda Items

**This Presentation was discussed**

- 8. Next Meeting Date & Time**  
**- May 11, 2021, 3:00 PM - Cancelled**  
**- May 25, 2021, 3:00 PM**

9. Adjournment

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