



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appletonwi.gov

## Meeting Minutes - Final Fox Cities Transit Commission

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Tuesday, February 24, 2026

2:50 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

**Present:** 11 - Kasimor, Dearborn, Dexter, VandeHey, Wurdinger, Thao, Patza,  
Holzschuh, Smith, Meltzer and Torrance

**Excused:** 1 - Brown

4. Approval of minutes from previous meeting

[26-0244](#)

Approval of minutes from previous meeting

**Attachments:** [Meeting Minutes 27-Jan-2026.pdf](#)

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

5. **Public Hearing/Appearances**

[26-0247](#)

Public Participation on Agenda Items

*No public participation on agenda items.*

6. **Action Items**

[26-0249](#)

Approval of Payments

**Attachments:** [January 2026 Payments.pdf](#)

Commissioner Patza moved, seconded by Commissioner Smith, that the payments be approved. Voice Vote. Motion Carried.

[26-0250](#) Award Recommendation for Data Management System Extension & APC Support

**Attachments:** [REVISED Award Recommendation - Data Mgmt & APC.pdf](#)

Commissioner VandeHey moved, seconded by Commissioner Smith, that the Award for Data Management & APC Support be recommended for approval. Voice Vote. Motion Carried.

[26-0251](#) Award Recommendation for Router & Antenna Purchase

**Attachments:** [Award Recommendation - Router & Antenna.pdf](#)

Commissioner Kasimor moved, seconded by Commissioner Dexter, that the Award for Router & Antenna Purchase be recommended for approval. Voice Vote. Motion Carried.

[26-0252](#) Approval of Contract for Commissioning Agent

**Attachments:** [Memo to FCTC for Authorization to Contract with Commissioning Agent.pdf](#)

Commissioner Kasimor moved, seconded by Commissioner Smith, that the Contract for Building Commissioning Services be recommended for approval. Voice Vote. Motion Carried.

## 7. Information Items

[26-0253](#) Financial Report

**Attachments:** [January 2026 Income Statement.pdf](#)

The January Income Statement was presented.

[26-0254](#) Review of Historical Ridership Trends

**Attachments:** [Annual Ridership & Major Events.pdf](#)

Historical Annual Bus Ridership was presented.

[26-0255](#) Request for Future Agenda Items

Future agenda items were requested.

**8. Next Meeting Date & Time**

- **March 10, 2026, 2:50pm (cancelled)**
- **March 24, 2026, 2:50pm**

**9. Adjournment**

**A motion was made by Commissioner Meltzer, seconded by Commissioner Smith, that the meeting was adjourned. The motion carried unanimously.**