



# City of Appleton

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

## Meeting Agenda - Final Fox Cities Transit Commission

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Tuesday, February 27, 2024

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

4. Approval of minutes from previous meeting

[24-0200](#) Approval of minutes from previous meeting

**Attachments:** [Meeting Minutes 23-Jan-2024.pdf](#)

5. **Public Hearing/Appearances**

[24-0201](#) Public Participation on Agenda Items

6. **Action Items**

[24-0202](#) Approval of Payments

**Attachments:** [January 2024 Payments.pdf](#)

[24-0203](#) Authorization to award a three-year contract with two one-year options to Running Inc. for the provision of Paratransit (ADA and Ancillary) Services

**Attachments:** [FCTC Running contract memo.pdf](#)

[24-0204](#) Authorization to award a two-year contract with three one-year options to Lamers Bus Lines, Inc. to provide the Downtown Appleton Trolley Service

**Attachments:** [FCTC Trolley contract memo.pdf](#)

7. **Information Items**

[24-0205](#) Financial Report

**Attachments:** [2024 FCTC Monthly Income Statement.pdf](#)

[24-0206](#) Ridership Report

**Attachments:** [January 2024 Ridership.pdf](#)

[24-0207](#) Reapplying for Federal 5339 (b) funds for the Whitman Facility Remodel Phase 2 Project as approved by governing boards February 20, 2023 File No. 23-0158

[24-0208](#) Mobility Management and Travel Training Program Update

[24-0209](#) Request for Future Agenda Items

8. **Next Meeting Date & Time**  
- **March 12, 2024, 2:50 PM - Cancelled**  
- **March 26, 2024, 2:50 PM**

9. Adjournment

*Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.*

*Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.*



# City of Appleton

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

## Meeting Minutes - Final Fox Cities Transit Commission

---

Tuesday, January 23, 2024

2:50 PM

Council Chambers, 6th Floor

---

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

**Present:** 12 - Kasimor, Dexter, VandeHey, Chairperson Dearborn, Wurdinger, Detienne, Patza, Torrance, Firkus, Jones, Brown and Holzschuh

4. Approval of minutes from previous meeting

[24-0067](#)

Approval of minutes from previous meeting

**Attachments:** [MeetingMinutes12-Dec-2023.pdf](#)

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

5. **Public Hearing/Appearances**

[24-0068](#)

Public Participation on Agenda Items

*No public participation on agenda items.*

6. **Action Items**

[24-0069](#)

Approval of Payments

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

[December 2023 Payments.pdf](#)

Commissioner Torrance moved, seconded by Commissioner Jones, that the payments be approved. Voice Vote. Motion Carried.

[24-0070](#)

Access Control Contract - Whitman Construction Project

**Attachments:** [Authorization to Purchase Access Control from Faith Technologies 01.17.2024.pdf](#)

Commissioner Detienne moved, seconded by Commissioner Dexter, that the Contract be recommended for approval. Voice Vote. Motion Carried.

**7. Information Items**

[24-0071](#)

Financial Report

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

The Financial Report was presented.

[24-0072](#)

Ridership Report

**Attachments:** [November 2023 Ridership.pdf](#)

[December 2023 Ridership.pdf](#)

The Ridership Report was presented

[24-0073](#)

2023 4th Quarter KPI

**Attachments:** [2023 Quarterly KPI - QTR4.pdf](#)

The 2023 4th Quarter KPI Report was presented

[24-0074](#)

Request for Future Agenda Items

Future agenda items were discussed

**8. Next Meeting Date & Time**

- February 13, 2024, 2:50 PM - Cancelled

- February 27, 2024, 2:50 PM

**9. Adjournment**

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

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/1 TO 2024/1									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
58071000		VT 5307 Admin							
58071000	620500							Employee Recruitment	
999990	YOURMEMBERSHIP	117465	0	2024	1 INV P	160.00	pcard	Master Mechanic Ad	
999990	YOURMEMBERSHIP	117466	0	2024	1 INV P	160.00	pcard	PT Utility Worker	
999990	YOURMEMBERSHIP	117467	0	2024	1 INV P	160.00	pcard	Bus Driver Ad	
999990	TRANSITTALENT.COM	117468	0	2024	1 INV P	135.00	pcard	Bus Driver Ad	
999990	TRANSITTALENT.COM	117469	0	2024	1 INV P	135.00	pcard	PT Utility Worker A	
999990	TRANSITTALENT.COM	117470	0	2024	1 INV P	135.00	pcard	Master Mechanic Ad	
999990	CC* APTA CAREER CENT	117471	0	2024	1 INV P	300.00	pcard	Bus Driver Ad	
999990	CC* APTA CAREER CENT	117472	0	2024	1 INV P	300.00	pcard	Master Mechanic Ad	
999990	CC* APTA CAREER CENT	117473	0	2024	1 INV P	300.00	pcard	PT Utility Worker A	
						1,785.00			
						ACCOUNT TOTAL		1,785.00	
58071000	630100							Office supplies	
001983	AMAZON	117488	0	2024	1 INV P	32.99	pcard	Office supplies	
999990	QUILL CORPORATION	117007	0	2024	1 INV P	65.90	pcard	office supplies	
999990	QUILL CORPORATION	117451	0	2024	1 INV P	43.96	pcard	Office supplies	
999990	QUILL CORPORATION	117485	0	2024	1 INV P	-13.99	pcard	Office supplies ref	
999990	QUILL CORPORATION	117491	0	2024	1 INV P	27.98	pcard	office supplies	
999990	QUILL CORPORATION	117492	0	2024	1 INV P	13.99	pcard	Office supplies	
						137.84			
						ACCOUNT TOTAL		170.83	
58071000	630200							Subscriptions	
003221	WISCONSIN AUDIO VIDE	116807	0	2024	1 INV P	135.00	013124	562820 TC Music 1-1 to 3-3	
						ACCOUNT TOTAL		135.00	
58071000	630300							Memberships & Licenses	
000516	FOX CITIES KIWANIS	117507	0	2024	1 INV P	154.35	pcard	Membership dues	
001522	WISCONSIN PUBLIC TRA	115061	0	2024	1 INV P	3,775.00	010324	562347 WIPTA Membership du	
002163	TRANSPORTATION DEVEL	116803	0	2024	1 INV P	355.00	013124	562806 Annual membership	
999990	FOX VALLEY SHRM	117453	0	2024	1 INV P	55.00	pcard	Annual membership	
						ACCOUNT TOTAL		4,339.35	
58071000	630400							Postage / Freight	
001583	UNITED STATES POSTAL	117450	0	2024	1 INV P	2.07	pcard	FCTC postage	
						ACCOUNT TOTAL		2.07	
58071000	630500							Awards & Recognition	
001198	SAM'S CLUB	116950	0	2024	1 INV P	19.98	pcard	Employee recognitio	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/1 TO 2024/1	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
				ACCOUNT TOTAL			19.98	
58071000 631603	000864 MEMORIAL FLORIST AND	117452	0	Other Misc. Supplies	2024 1 INV P		92.00 pcard	Flowers
				ACCOUNT TOTAL			92.00	
58071000 632002	001669 J.J. KELLER & ASSOCI	117483	0	Outside Printing	2024 1 INV P		216.85 pcard	Printed form
				ACCOUNT TOTAL			216.85	
58071000 632300	000274 CINTAS CORPORATION	117486	0	Safety Supplies	2024 1 INV P		242.04 pcard	Safety supplies and
				ACCOUNT TOTAL			242.04	
58071000 632601	000569 GILLIG LLC	116806	0	Repair Parts	2024 1 INV P		2,174.64 013124	562766 Parts
				ACCOUNT TOTAL			2,174.64	
58071000 640800	001237 SHRED-IT USA	117494	0	Contractor Fees	2024 1 INV P		117.38 pcard	Shredding service
				ACCOUNT TOTAL			117.38	
58071000 641200	001771 RED SHOES PR, INC.	116801	0	Advertising	2024 1 INV P		5,000.00 013124	562796 Digital Advertising
	002694 RNS COMMUNICATIONS I	116797	0		2024 1 INV P		600.00 013124	562797 Advertising
				ACCOUNT TOTAL			5,600.00	
58071000 641301	001575 WE ENERGIES	565	0	Electric	2024 1 INV P		5,396.98 013124	562815 ELEC 707600246-0000
				ACCOUNT TOTAL			5,396.98	
58071000 641302	001575 WE ENERGIES	565	0	Gas	2024 1 INV P		3,984.28 013124	562815 GAS 707600246-00001
				ACCOUNT TOTAL			3,984.28	
58071000 641308	000250 CELLCOM APPLETON PCS	117489	0	Cellular Phones	2024 1 INV P		1,271.50 pcard	cell phones and dat
				ACCOUNT TOTAL			1,271.50	
58071000 642400	003040 OPTIBUS INC	117109	0	Software Support	2024 1 INV P		23,713.20 013124	562792 Annual software mai

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/1 TO 2024/1									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK	RUN	CHECK	DESCRIPTION
999990 ZOOM.US 888-799-9666	116949	0	2024	1	INV P	10.00		pcard	Monthly Teleconfere
999990 WWW.FIELDWIRE.COM	117436	0	2024	1	INV P	1,044.00		pcard	Annual user fee
						1,054.00			
			ACCOUNT TOTAL			24,767.20			
58071000 650100									Insurance
001371 TRANSIT MUTUAL INSUR	115060	0	2024	1	INV P	138,730.00	010324		562336 Insurance
			ACCOUNT TOTAL			138,730.00			
			ORG 58071000 TOTAL			189,045.10			
58072000			VT 5307 Vehicle Maintenance						
58072000 630901			Shop Supplies						
001393 ULINE	117490	0	2024	1	INV P	120.25		pcard	Shop supplies
001607 GRAINGER, INC.	117508	0	2024	1	INV P	237.99		pcard	Shop supplies
001655 AUTOMOTIVE SUPPLY CO	116789	0	2024	1	INV P	32.40	013124		562741 Shop supplies
001983 AMAZON	117493	0	2024	1	INV P	150.00		pcard	Shop supplies
			ACCOUNT TOTAL			540.64			
58072000 632601			Repair Parts						
000006 ABC BUS, INC.	116790	0	2024	1	INV P	83.00	013124		562732 Parts
000006 ABC BUS, INC.	116791	0	2024	1	INV P	2,178.50	013124		562732 Parts
						2,261.50			
000089 NEW FLYER OF AMERICA	116796	0	2024	1	INV P	54.36	013124		562788 Parts
001595 JX TRUCK CENTER	116792	0	2024	1	INV P	154.98	013124		562778 Parts
999990 GEIB INDUSTRIES, INC	117454	0	2024	1	INV P	21.12		pcard	Parts
			ACCOUNT TOTAL			2,491.96			
58072000 632700			Miscellaneous Equipment						
001003 NORTHSIDE HARDWARE,	116808	0	2024	1	INV P	769.98	013124		562791 Snow blower for TC
			ACCOUNT TOTAL			769.98			
58072000 641700			Vehicle Repairs & Maint						
001378 TRI CITY GLASS AND D	116952	0	2024	1	INV P	305.00		pcard	Glass repair
001595 JX TRUCK CENTER	116793	0	2024	1	INV P	406.25	013124		562778 Service coach 1938
001595 JX TRUCK CENTER	116794	0	2024	1	INV P	406.25	013124		562778 Service coach 1936
001595 JX TRUCK CENTER	116795	0	2024	1	INV P	406.25	013124		562778 Service coach 1932

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/1 TO 2024/1	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
							1,218.75
					ACCOUNT TOTAL		1,523.75
58072000 645100	000274 CINTAS CORPORATION	117487	0	2024	1 INV P		Laundry Services Mats and uniforms
					ACCOUNT TOTAL		47.24 pcard
							47.24
58072000 650100	001371 TRANSIT MUTUAL INSUR	115060	0	2024	1 INV P		Insurance
					ACCOUNT TOTAL	010324	43,336.00 562336 Insurance
					ACCOUNT TOTAL		43,336.00
					ORG 58072000 TOTAL		48,709.57
58073000					VT 5307 Building Maintenance		
58073000 640700	002545 GFL ENVIRONMENTAL	117448	0	2024	1 INV P		Solid waste/Recycling Pickup
	002545 GFL ENVIRONMENTAL	117476	0	2024	1 INV P		
							255.75 pcard
							104.00 pcard
							359.75
					ACCOUNT TOTAL		359.75
58073000 644000	003022 BOB & DAVE'S	116804	0	2024	1 INV P		Snow Removal Services
					ACCOUNT TOTAL	013124	750.00 562745 Snow removal - TC
					ACCOUNT TOTAL		750.00
58073000 645100	000274 CINTAS CORPORATION	117486	0	2024	1 INV P		Laundry Services
	000274 CINTAS CORPORATION	117487	0	2024	1 INV P		
							147.16 pcard
							277.54 pcard
							424.70
					ACCOUNT TOTAL		424.70
58073000 659900	002401 CLEAN POWER, LLC	117112	0	2024	1 INV P		Other Contracts/Obligation
					ACCOUNT TOTAL	013124	573.22 562752 January cleaning se
					ACCOUNT TOTAL		573.22
					ORG 58073000 TOTAL		2,107.67
58074000					VT 5307 Operations		
58074000 632200	001608 GARROW OIL CORPORATI	116781	240067	2024	1 INV P		Gas Purchases
					ACCOUNT TOTAL	012424	23,340.10 562657 #1 Ultra Low Sulfur
					ACCOUNT TOTAL		23,340.10

**INVOICE LIST BY GL ACCOUNT**

YEAR/PERIOD: 2024/1 TO 2024/1	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
58074000 632603	000615 HARTLAND LUBRICANTS	116805	0	Lubricants 2024	1 INV P	881.60 013124	562772 gear tube
				ACCOUNT TOTAL		881.60	
58074000 650100	001371 TRANSIT MUTUAL INSUR	115060	0	Insurance 2024	1 INV P	11,229.00 010324	562336 Insurance
				ACCOUNT TOTAL		11,229.00	
				ORG 58074000 TOTAL		35,450.70	
58075000			VT 5307 ADA	Paratransit Cellular Phones			
58075000 641308	001442 VERIZON WIRELESS SER	117484	0	2024	1 INV P	700.70 pcard	Data plan
				ACCOUNT TOTAL		700.70	
				ORG 58075000 TOTAL		700.70	
FUND 580 Valley Transit			TOTAL:			276,013.74	

\*\* END OF REPORT - Generated by Debra Ebben \*\*



February 26, 2024

To: Fox Cities Transit Commission  
City of Appleton Common Council

From: Ron McDonald, General Manger

**Subject: Award Recommendation for Paratransit Service Provider (ADA & Ancillary)**

**Background:**

In addition to fixed-route bus service, Valley Transit also offers the following paratransit programs: Valley Transit II as required by the Americans with Disabilities Act (ADA); Senior Transportation Service; The Connector; and Outagamie County Human Services Transportation (OCHST). These services are all provided by contract and the current contractor is Running Inc. The current agreement expires on June 30, 2024.

In preparation for this procurement, Valley Transit staff developed a request for proposal (RFP) to select a contractor to provide this service. Staff considered lessons learned, competencies required by the next contractor, and incorporated these areas into the RFP.

The RFP document was sent directly to known paratransit vendors; posted on the State of Wisconsin's Vendornet system; and advertised online with the Post-Crescent, Oshkosh Northwestern and Green Bay Press. Proposals were due on January 26, 2024.

Three proposals were received: Running Inc. (Viroqua, WI); LIR Transportation LLC (Appleton, WI); and Abby Vans Inc. (Neillsville, WI). All proposals were considered 'responsive' by meeting the mandatory requirements listed in the RFP.

**Analysis:**

An evaluation team was assembled to review the proposals. The team was made up of Valley Transit staff. Each proposal was evaluated based on experience, professional competence, technical approach, capacity and price. The team discussed perceived benefits of all proposals based on the stated criteria and agreed that two of the three vendors (Running & Abby Vans) were in a competitive range and able to move forward in the evaluation process. After considering the written proposals and pricing, the evaluation team unanimously concluded that Running Inc. (Viroqua, WI) had proposed the best value for Valley Transit.

Running Inc. was considered responsible based on previous contract performance and references. In summary, the evaluation committee agreed that Running Inc. proposed adequate staffing to provide the service at all service hours required; a compliant maintenance program; a good understanding of the customer service and safety; proper staff training; and sufficient vehicles to operate the service.

After considering the service proposed with costs, the evaluation team unanimously decided that Running Inc.'s proposal provided the best value for Valley Transit. Running Inc.'s cost proposal included no rate adjustments in contract years 2-5. See table below showing per ride rates in contract year-one.

Service	Abby Vans	Running Inc.
VTII	\$35.10	\$25.50
Elderly	\$35.10	\$25.50
Connector	\$35.10	\$36.00
OCHST	\$43.88	\$23.00

**Fiscal Impact:**

The proposed contract with Running Inc. is within Valley Transit's 2024 paratransit budget.

**Recommendation: Authorize Valley Transit to enter into a 3-year contract with two 1-year optional extensions with Running Inc. to provide paratransit services.**



February 26, 2024

To: Fox Cities Transit Commission  
City of Appleton Common Council

From: Ron McDonald, General Manger

**Subject: Award Recommendation for Downtown Appleton Trolley Service**

**Background:**

Since 2007, Valley Transit has partnered with Appleton Downtown, Inc. (ADI) to provide contracted trolley service in downtown Appleton. The service is free for the public to ride and is designed to service events, points of interest and businesses between downtown Appleton and the riverfront. A rubber-wheeled trolley type vehicle is used to provide the service to replicate the early 1900's streetcar service hat once served downtown Appleton. The service is provided on a loop route that follows the same path as Route 9 – The Link. The trolley service operates on Thursdays and Fridays from 5:15 PM to 9:45 PM and Saturdays from 8:15 AM to 9:45 PM during the summer operating period, which is generally June - September. During the trolley's operating hours, Route 9 service is suspended to avoid redundancy.

Support for the service is a partnership between Valley Transit and ADI, who provides the local share. Valley Transit's contract to provide Downtown Appleton Trolley service expired after the 2023 summer trolley season. The previous contractor was Lamers Bus Lines, Inc.

In preparation for this procurement, Valley Transit staff developed a request for proposal (RFP) to solicit contractors to provide the service. The RFP document was sent directly to vendors who were known bus transportation providers; posted on the State of Wisconsin's Vendornet system; and advertised online with the Post-Crescent, Oshkosh Northwestern and Green Bay Press. Proposals were due on January 26, 2024. Only one proposal was received: Lamers Bus Lines, Inc. (Green Bay, WI). This proposal was considered responsive by meeting all the mandatory requirements listed in the RFP.

**Analysis:**

An evaluation team has reviewed the proposal received. The team was made up of Valley Transit staff. The proposal was evaluated based on experience, professional competence, technical approach, capacity and price. The evaluation team agreed that Lamers was a responsive and responsible vendor based on their proposal responses and their satisfactory performance under the previous contracts for this service.

Since only one proposal was received, a required single bid analysis was completed to ensure the procurement was fair/adequate and documented reason(s) for lack of competition.

After considering all factors, the evaluation team concluded that Lamers Bus Lines, Inc. had proposed an adequate service at a reasonable cost for Valley Transit.

**Fiscal Impact:**

Lamers Bus Lines, Inc. proposed a per hour rate of \$99.50 to provide the trolley service. Valley Transit budgeted adequately for the trolley service as proposed. The vendor's cost proposal includes an annual increase based off the consumer price index for transportation.

**Recommendation: Authorize Valley Transit to enter into a 2-year contract with three 1-year optional extensions with Lamers Bus Lines, Inc. to provide the Downtown Appleton Trolley service.**

**City of Appleton**  
**VALLEY TRANSIT INCOME STATEMENT**  
**For one month Ending January 31, 2024**

Description	Month of January Actual	Prior Year January	YTD As of January Actual	Prior YTD January	2024 Amended Budget	2024 % of Total Budget
<b>REVENUES</b>						
Bus Fare Revenue	28,485	31,829	28,485	31,829	858,843	3.32%
Paratransit Fare Revenue	35,851	32,654	35,851	32,654	655,230	5.47%
Total Fare Revenue	64,336	64,483	64,336	64,483	1,514,073	4.25%
Other Charges for Service	2,382	-	2,382	-	65,000	3.66%
Other Revenues	758	781	758	781	8,000	9.48%
TOTAL REVENUES	67,476	65,264	67,476	65,264	1,587,073	4.25%
<b>EXPENSES BY LINE ITEM</b>						
Regular Salaries & Labor pool alloc	153,328	110,059	153,328	110,059	3,561,580	4.31%
Overtime	23,065	16,907	23,065	16,907	80,077	28.80%
Incentive Pay	1,480	-	1,480	-	1,335	110.86%
Other Compensation	-	-	-	-	-	-
Fringes	64,761	89,574	64,761	89,574	1,520,881	4.26%
Unemployment Compensation	-	-	-	-	-	-
Salaries & Fringe Benefits	242,634	216,540	242,634	216,540	5,163,873	4.70%
Training & Conferences & Tuition	-	2,294	-	2,294	27,200	0.00%
Employee Recruitment	1,785	-	1,785	-	7,280	24.52%
Office Supplies & Parking permits	1,011	507	1,011	507	5,400	18.72%
Subscriptions	135	135	135	135	1,020	13.24%
Memberships & Licenses	8,839	3,366	8,839	3,366	18,000	49.11%
Postage & Freight	2	2	2	2	3,700	0.05%
Awards & Recognition	20	-	20	-	930	2.15%
Food & Provisions	-	632	-	632	1,240	0.00%
Insurance	193,295	177,406	193,295	177,406	287,035	67.34%
Insurance dividend & surplus	-	-	-	-	-	-
Depreciation Expense	-	-	-	-	1,423,874	0.00%
Administrative Expenses	205,087	184,342	205,087	184,342	1,775,679	11.55%
Landscape Supplies	-	-	-	-	1,500	0.00%
Shop Supplies & Tools (& misc)	633	118	633	118	55,450	1.14%
Printing & Reproduction	217	-	217	-	27,910	0.78%
Uniforms	-	-	-	-	9,280	0.00%
Gas Purchases	53,975	30,087	53,975	30,087	752,750	7.17%
Safety Supplies	242	112	242	112	500	48.40%
Vehicle & Equipment Parts	5,549	4,343	5,549	4,343	322,300	1.72%
Miscellaneous Equipment	770	4,038	770	4,038	25,100	3.07%
Signs	-	997	-	-	12,000	0.00%
Supplies & Materials	61,386	39,695	61,386	38,698	1,206,790	5.09%
Accounting/Audit	-	-	-	-	15,000	0.00%
Bank Services	-	-	-	-	6,680	0.00%
Solid Waste/Recycling	-	337	-	337	5,753	0.00%
Contractor Fees	151,203	143,568	151,203	143,568	3,665,283	4.13%
Advertising	5,600	5,000	5,600	5,000	50,309	11.13%
Health Services	-	288	-	288	9,200	0.00%

**City of Appleton**  
**VALLEY TRANSIT INCOME STATEMENT**  
**For one month Ending January 31, 2024**

Description	Month of January Actual	Prior Year January	YTD As of January Actual	Prior YTD January	2024 Amended Budget	2024 % of Total Budget
Snow Removal Services	750	2,309	750	2,309	56,008	1.34%
Laundry Services	-	-	-	-	15,340	0.00%
Other Contracts/Obligations	573	2,641	573	2,641	111,190	0.52%
Purchased Services	158,126	154,143	158,126	154,143	3,934,763	4.02%
Electric	5,397	-	5,397	-	56,732	9.51%
Gas	3,984	-	3,984	-	23,920	16.66%
Water	-	-	-	-	7,850	0.00%
Waste Disposal/Collection	-	-	-	-	4,451	0.00%
Stormwater	-	-	-	-	10,000	0.00%
Telephone	147	1,067	147	1,067	29,156	0.50%
Utilities	9,528	1,067	9,528	1,067	132,109	7.21%
Vehicle Repair & Maintenance	1,219	-	1,219	-	10,050	12.13%
Equipment Repair & Maintenance	-	-	-	-	9,650	0.00%
FMD Charges & Material	-	-	-	-	137,933	0.00%
Software Support	72,102	4,060	72,102	4,060	143,361	50.29%
Repairs & Maintenance	73,321	4,060	73,321	4,060	300,994	24.36%
Total Operating Expenses	750,082	599,847	750,082	598,850	12,514,208	5.99%
OPERATING INCOME (LOSS)	(682,606)	(534,583)	(682,606)	(533,586)	(10,927,135)	
<b>NON-OPERATING REVENUES</b>						
Federal Support	-	-	-	-	3,560,391	0.00%
State Support	-	-	-	-	3,082,885	0.00%
Appleton Support	-	-	-	-	724,810	0.00%
Other Local Support	512,386	-	512,386	-	1,899,499	26.97%
Investment Income	-	-	-	-	12,500	0.00%
Donations	-	-	-	-	63,386	0.00%
Fund Balance Applied	-	-	-	-	-	-
TOTAL NON-OPERATING REVENUE	512,386	-	512,386	-	9,343,471	5.48%
Buildings	-	-	-	-	7,500,000	0.00%
Machinery & Equipment	-	30,552	-	30,552	-	0.00%
Furniture & Fixtures	-	-	-	-	-	0.00%
Vehicles	-	-	-	-	50,000	0.00%
Capital Expenditures	-	30,552	-	30,552	7,550,000	0.00%
NET INCOME (LOSS)	(170,220)	(565,135)	(170,220)	(564,138)	(9,133,664)	

**City of Appleton**  
**PURCHASED TRANSPORTATION**  
**For one month Ending January 31, 2024**

Description	Month of January Actual	Prior Year January	YTD As of January Actual	Prior YTD January	2024 Amended Budget	2024 % of Total Budget
<b>PURCHASED TRANSPORTATION EXPENSE</b>						
VTII - Disabled	86,336	84,198	86,336	84,198	2,142,500	4.03%
VTII - Elderly	3,255	2,838	3,255	2,838	64,275	5.06%
PT - Optional (Sunday)	130	357	130	357	17,140	0.76%
Outagamie County Demand Response Rural	29,346	26,754	29,346	26,754	385,500	7.61%
Outagamie County Human Services Transportation	-	119	-	119	9,820	0.00%
Northern Winnebago Dial - A - Ride	2,440	4,427	2,440	4,427	192,423	1.27%
Calumet County Van Service	507	-	507	-	28,800	1.76%
Connector - Extended Service Hours	25,080	19,596	25,080	19,596	412,000	6.09%
Connector - Extended Service Area	3,992	5,279	3,992	5,279	141,625	2.82%
Downtown Trolley	-	-	-	-	40,800	0.00%
Total Purchased Transportation	151,086	143,568	151,086	143,568	3,434,883	4.40%

Total Passengers

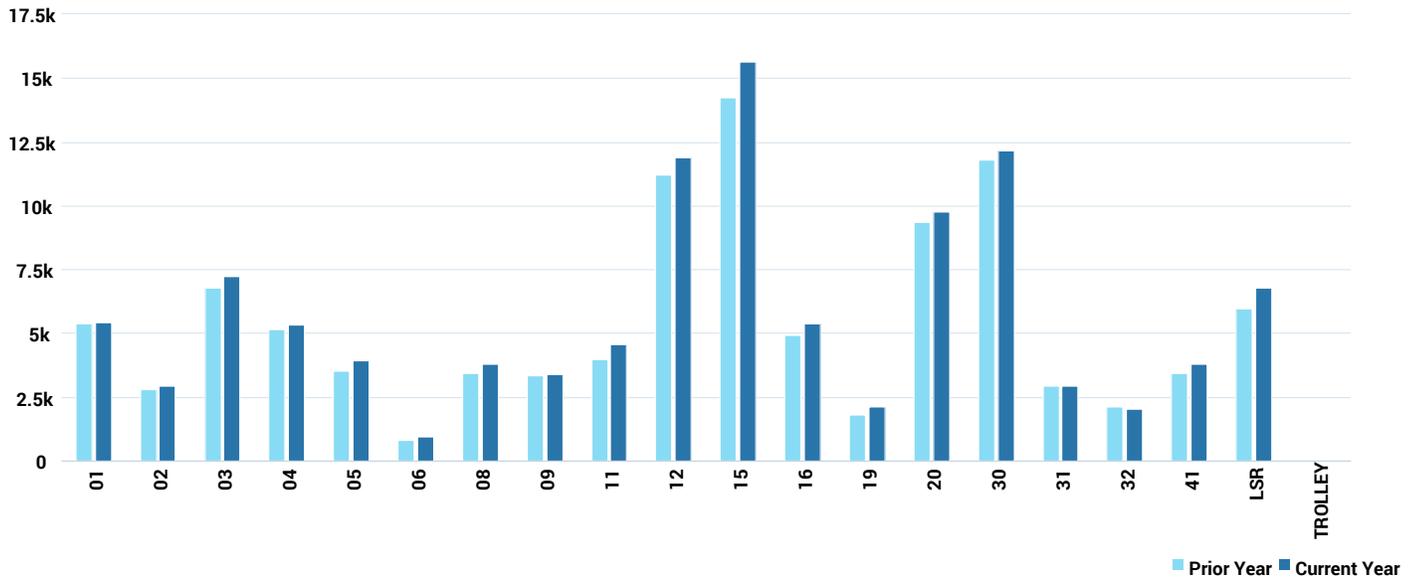
**54,882**

↘ -1% change  
55,203 prev. year

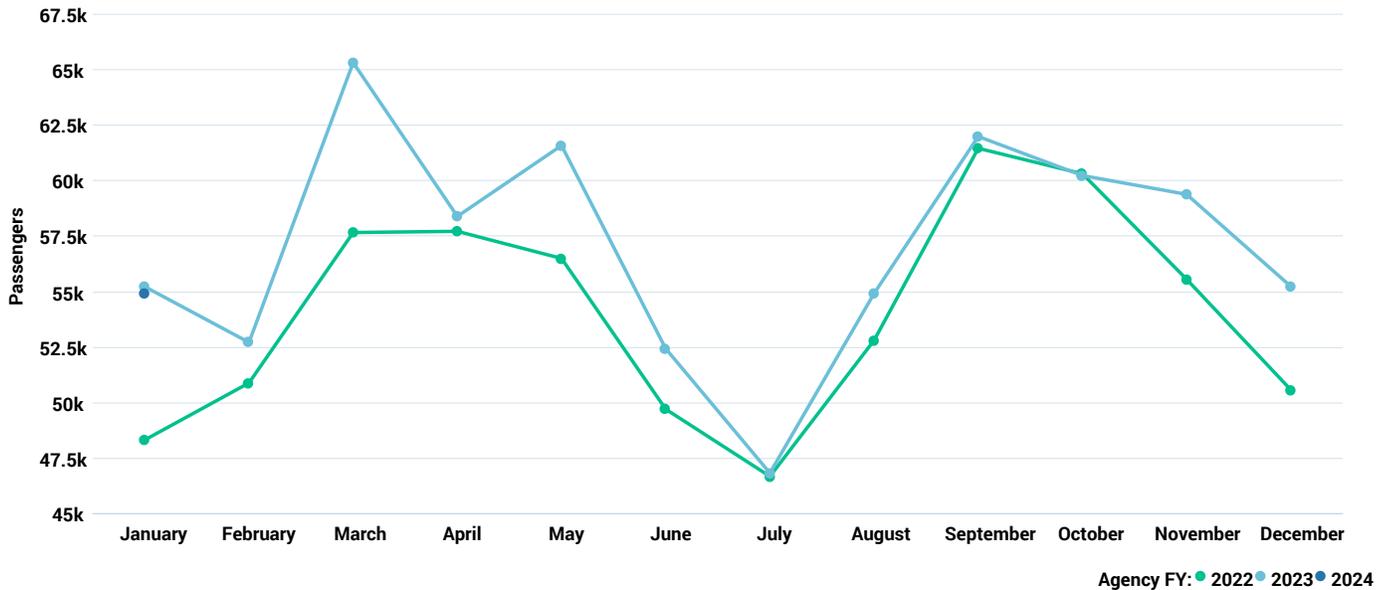
Monthly Fare Group Trend

Fare Group Desc	Prior Year	Current ▼	% Change
Passes & Tickets	23,326	23,365	0.2%
AASD	11,417	9,492	-16.9%
Cash	8,135	8,152	0.2%
Transfers	7,171	7,622	6.3%
FVTC	3,463	3,992	15.3%
Free	917	1,188	29.6%
Lawrence University	774	1,071	38.4%

Ridership by Route



Monthly Ridership Trend by Year



Total Passengers

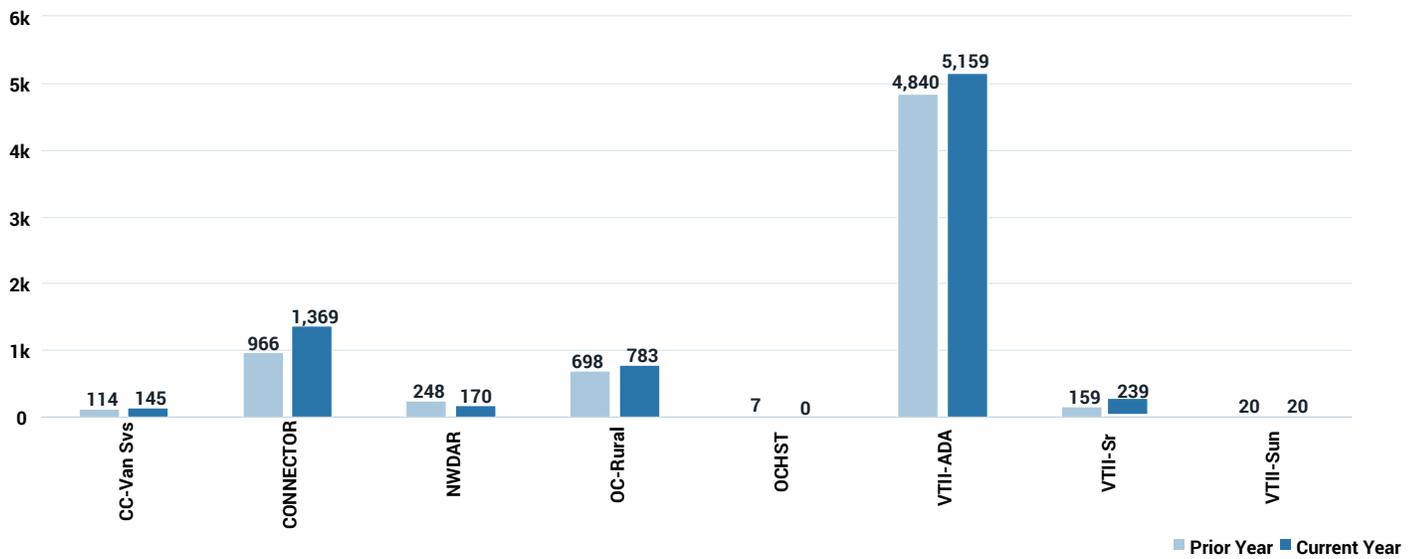
**7,885**

↑ 12% change  
7,052 prev. year

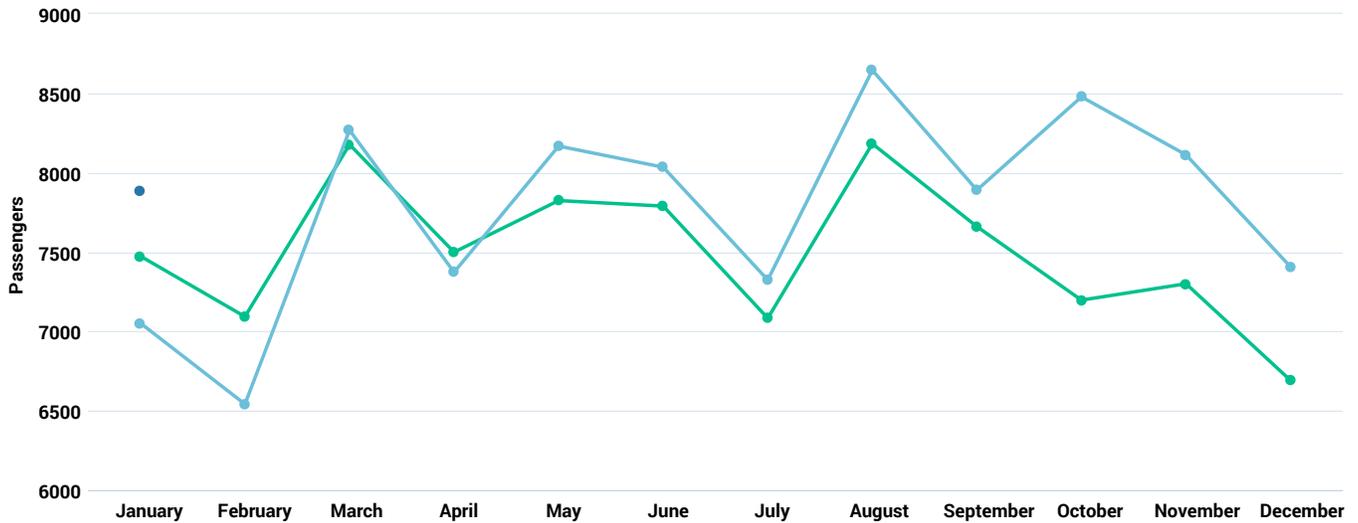
Change in Rides by Program

Reporting Route	Prior Year	Current Year ▼	% Change
VTII-ADA	4,840	5,159	6.59%
CONNECTOR	966	1,369	41.72%
OC-Rural	698	783	12.18%
VTII-Sr	159	239	50.31%
NWDAR	248	170	-31.45%
CC-Van Svs	114	145	27.19%
VTII-Sun	20	20	0.00%
OCHST	7	0	-100.00%

Monthly Ridership by Program



Monthly Ridership Trend by Year



Agency FY: ● 2022 ● 2023 ● 2024