



City of Appleton

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

Meeting Agenda - Final-revised Fox Cities Transit Commission

Tuesday, June 27, 2023

2:50 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

4. Approval of minutes from previous meeting

[23-0757](#) Approval of minutes from previous meeting

Attachments: [Meeting Minutes 23-May-2023.pdf](#)

5. **Public Hearing/Apearances**

[23-0278](#) Public Participation on Agenda Items

6. **Action Items**

[23-0761](#) Approval of Payments

Attachments: [May 2023 Payments.pdf](#)

[23-0762](#) Authorization to Purchase Replacement Bus Shelters

Attachments: [Bus Shelter purchase memo and quotes.pdf](#)

[23-0763](#) Authorization to enter into the First Option Year Extension with Star Protection and Patrol for Security Services at the Downtown Transit Center

Attachments: [Star Protection Memo.pdf](#)

[Star Protection 2023- Proposal For Price Increase.pdf](#)

7. **Information Items**

[23-0765](#) Financial Report

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

[23-0766](#) Ridership Report

Attachments: [FCTC Monthly FR - May 2023.pdf](#)

[FCTC Monthly DR - May 2023.pdf](#)

[23-0283](#) Request for Future Agenda ItemsLegislative History

5/23/23 Fox Cities Transit discussed
Commission

8. **Next Meeting Date & Time**
 - July 11, 2023 - 2:50 PM - Cancelled
 - July 25, 2023 - 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.

**We are currently experiencing intermittent issues/outages with our audio/video equipment. Meeting live streams and recordings are operational but unreliable at times. This is due to delays in receiving necessary system hardware components. We continue to look for solutions in the interim and we hope to have these issues resolved soon.*



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
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Meeting Minutes - Final Fox Cities Transit Commission

Tuesday, May 23, 2023

3:00 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Pledge of Allegiance
3. Introduction of New Transit Commissioners
4. Roll call of membership

In person attendees: Chairperson Dearborn, Brown, Patza, Firkus, Dexter, Jones, VandeHey, Detienne

Virtual attendees: Torrance

Present: 8 - Dexter, VandeHey, Chairperson Dearborn, Patza, Torrance, Firkus, Jones and Brown

Excused: 4 - Kasimor, Wurdinger, Detienne and Holzschuh

5. Approval of minutes from previous meeting

[23-0576](#)

Approval of minutes from previous meeting

Attachments: [Meeting Minutes 21-March-2023.pdf](#)

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

6. **Public Hearing/Appearances**

[23-0278](#)

Public Participation on Agenda Items

No public participation on agenda items.

7. **Action Items**

[23-0577](#)

Election of Fox Cities Transit Commission Chair

George Dearborn nominated for Chair by Commissioner VandeHey, seconded by Commissioner Patza. Voice Vote. Approved unanimously.

[23-0578](#)

Election of Fox Cities Transit Commission Vice-Chair

Commissioner Firkus nominated for Vice-Chair by Commissioner Dexter. Voice Vote. Approved unanimously.

[23-0580](#)

Designate Ronald McDonald as the Contact Person for the Commission

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

[23-0581](#)

Authorization to enter into a second option year with Lamers Bus Lines Inc. to provide the Downtown Appleton Trolley Services

Attachments: [Recommendation memo for Downtown Trolley Service.pdf](#)

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

8. Information Items

[23-0579](#)

Establish Meeting Date and Time

This Report Action Item was discussed. Fox Cities Transit Commission will meet on the second and fourth Tuesday of each month at 2:50 PM.

[23-0582](#)

Approval of Payments

Attachments: [April 2023 Payments.pdf](#)
[March 2023 Payments.pdf](#)

This action item was moved to information items.

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

[23-0583](#)

Financial Report

Attachments: [April 2023 Income Statement.pdf](#)
[March 2023 Income Statement.pdf](#)

This Presentation was presented.

[23-0584](#)

Ridership Report

Attachments: [April 2023 Ridership.pdf](#)
[March 2023 Ridership.pdf](#)

This Presentation was presented.

[23-0585](#)

1st Quarter KPI Report

Attachments: [Quarterly KPI - FR_QTR1 2023 .pdf](#)
[Quarterly KPI - DR_QTR1 2023.pdf](#)

This Presentation was presented.

[23-0591](#)

Technology Update

This Presentation was presented.

[23-0283](#)

Request for Future Agenda Items

This Presentation was discussed.

9. Next Meeting Date & Time

- June 13, 2023, 2:50 PM - Cancelled

- June 27, 2023, 2:50 PM

10. Adjournment

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

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/5 TO 2023/5		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
58071000									VT 5307 Admin
58071000	620100								Training/Conferences
999990	GLACIER CANYON LLC	101030	0	2023	5 INV P	29.14	pcard		WAMM Conference
999990	GLACIER CANYON LLC	101031	0	2023	5 INV P	-59.90	pcard		WAMM Conference
						-30.76			
						ACCOUNT TOTAL		-30.76	
58071000	620500								Employee Recruitment
002694	RNS COMMUNICATIONS I	100554	0	2023	5 INV P	600.00	051023	558926	Employment ads
						ACCOUNT TOTAL		600.00	
58071000	630100								Office Supplies
999990	QUILL CORPORATION	100715	0	2023	5 INV P	21.98	pcard		Office supplies
999990	QUILL CORPORATION	100716	0	2023	5 INV P	61.97	pcard		office supplies
999990	QUILL CORPORATION	101110	0	2023	5 INV P	65.99	pcard		Office supplies
						149.94			
						ACCOUNT TOTAL		149.94	
58071000	630200								Subscriptions
999990	GAN*WINEWSPAPERCIRC	101109	0	2023	5 INV P	40.00	pcard		Monthly subscriptio
						ACCOUNT TOTAL		40.00	
58071000	630300								Memberships & Licenses
000062	AMERICAN PUBLIC TRAN	101488	0	2023	5 INV P	4,500.00	052423	559076	Annual membership
						ACCOUNT TOTAL		4,500.00	
58071000	630400								Postage / Freight
000460	FEDEX - FEDERAL EXPR	100717	0	2023	5 INV P	15.53	pcard		Shipping
001583	UNITED STATES POSTAL	101892	0	2023	5 INV P	1.98	pcard		FCTC postage
						ACCOUNT TOTAL		17.51	
58071000	631603								Other Misc. Supplies
001198	SAM'S CLUB	100743	0	2023	5 INV P	15.92	pcard		Supplies
						ACCOUNT TOTAL		15.92	
58071000	632001								City Copy Charges
001164	RICOH USA, INC.	100484	0	2023	5 INV P	335.27	050323	558807	
001164	RICOH USA, INC.	100485	0	2023	5 INV P	420.63	050323	558807	
						755.90			
						ACCOUNT TOTAL		755.90	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/5 TO 2023/5		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
58071000	632002	001121	QUICK PRINT CENTER,	101445	0	Outside Printing 2023 5 INV P	86.15	pcard	Business cards
ACCOUNT TOTAL							86.15		
58071000	632300	000274	CINTAS CORPORATION	100711	0	Safety Supplies 2023 5 INV P	7.15	pcard	Mats & safety suppl
		000274	CINTAS CORPORATION	102851	0	2023 5 INV P	157.26	pcard	Mats & safety suppl
ACCOUNT TOTAL							164.41		
58071000	632601	001595	JX TRUCK CENTER	100557	0	Repair Parts 2023 5 CRM P	-1,307.97	051023	558885 Parts credit
ACCOUNT TOTAL							-1,307.97		
58071000	640800	001771	RED SHOES PR, INC.	100548	0	Contractor Fees 2023 5 INV P	4,425.00	051023	558922 April Marketing eff
		003012	LANGUAGE LINE	100564	0	2023 5 INV P	5.04	051023	558891 Translation service
ACCOUNT TOTAL							4,430.04		
58071000	641200	001517	WISCONSIN MEDIA	100394	0	Advertising 2023 5 INV P	65.56	050323	558837 RFQ Advertising
		001517	WISCONSIN MEDIA	100395	0	2023 5 INV P	39.00	050323	558837 RFQ Advertising
		001517	WISCONSIN MEDIA	100396	0	2023 5 INV P	110.08	050323	558837 RFP Adverstising
		001517	WISCONSIN MEDIA	100397	0	2023 5 INV P	118.57	050323	558837 RFQ Advertising
ACCOUNT TOTAL							333.21		
		001771	RED SHOES PR, INC.	100549	0	2023 5 INV P	5,000.00	051023	558922 May digital adverti
ACCOUNT TOTAL							5,333.21		
58071000	641301	001575	WE ENERGIES	556	0	Electric 2023 5 INV P	7,753.36	050323	558828 ELEC 707600246-0000
		001575	WE ENERGIES	557	0	2023 5 INV P	4,076.05	053123	559237 ELEC 707600246-0000
ACCOUNT TOTAL							11,829.41		
58071000	641302	001575	WE ENERGIES	556	0	Gas 2023 5 INV P	1,555.45	050323	558828 GAS 707600246-00001
		001575	WE ENERGIES	557	0	2023 5 INV P	454.42	053123	559237 GAS 707600246-00001
ACCOUNT TOTAL							2,009.87		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/5 TO 2023/5	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION
				ACCOUNT TOTAL					2,009.87
58071000 641308	000250	CELLCOM APPLETON PCS 100713	0	2023	5	INV P			Cellular Phones
									1,232.50 pcard
									cell phones and dat
				ACCOUNT TOTAL					1,232.50
58071000 642400	999990	ZOOM.US 888-799-9666 101108	0	2023	5	INV P			Software Support
									10.00 pcard
									Monthly teleconfere
				ACCOUNT TOTAL					10.00
58071000 680401 1800	003060	GMV SYNCROMATICS 100832	230358	2023	5	INV P			Machinery & Equipment
									61,154.00 051023
									558879 CAD/AVL system RFP
				ACCOUNT TOTAL					61,154.00
				ORG 58071000 TOTAL					90,990.13
58072000				VT 5307 vehicle Maintenance					
58072000 630901	000006	ABC BUS, INC. 100897	0	2023	5	INV P			Shop Supplies
									369.90 051723
									558979 Supplies
									106.18 051723
									558982 Cylinder rental
									55.90 051723
									558982 Shop supplies
									162.08
									1,943.10 051723
									558997 Shop supplies
									669.45 051023
									558901 Shop supplies
									161.40 051023
									558935 Shop supplies
									452.97 051023
									558854 Parts, tools & supp
									321.61 051723
									558991 Parts & Supplies
									774.58
				ACCOUNT TOTAL					4,080.51
58072000 630902	001655	AUTOMOTIVE SUPPLY CO 100565	0	2023	5	INV P			Tools & Instruments
									320.05 051023
									558854 Parts, tools & supp
				ACCOUNT TOTAL					320.05
58072000 632200	000763	KWIK TRIP, INC 100563	0	2023	5	INV P			Gas Purchases
									412.71 051023
									558889 Fuel
				ACCOUNT TOTAL					412.71
58072000 632601				Repair Parts					

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/5 TO 2023/5										
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK	RUN	CHECK	DESCRIPTION	
000006 ABC BUS, INC.	101494	0	2023	5	INV P	73.98	052423	559072	Parts	
000089 NEW FLYER OF AMERICA	100551	0	2023	5	INV P	848.32	051023	558913	Parts	
000089 NEW FLYER OF AMERICA	100552	0	2023	5	INV P	287.65	051023	558913	Parts	
000089 NEW FLYER OF AMERICA	100553	0	2023	5	INV P	342.18	051023	558913	Parts	
000089 NEW FLYER OF AMERICA	101292	0	2023	5	INV P	2,700.88	052423	559136	Parts	
000089 NEW FLYER OF AMERICA	101529	0	2023	5	INV P	567.28	052423	559136	Parts	
000089 NEW FLYER OF AMERICA	101530	0	2023	5	INV P	2,325.71	052423	559136	Parts	
000089 NEW FLYER OF AMERICA	101531	0	2023	5	INV P	3,581.81	052423	559136	Parts	
						10,653.83				
000569 GILLIG LLC	100561	0	2023	5	INV P	849.84	051023	558878	Parts	
001392 U.S. VENTURE, INC	100893	0	2023	5	INV P	203.85	051723	559060	Parts	
001595 JX TRUCK CENTER	100555	0	2023	5	INV P	71.98	051023	558885	Parts	
001595 JX TRUCK CENTER	100556	0	2023	5	INV P	3,269.94	051023	558885	Parts	
001595 JX TRUCK CENTER	100886	0	2023	5	INV P	35.36	051723	559021	Parts	
001595 JX TRUCK CENTER	100887	0	2023	5	INV P	865.14	051723	559021	Parts	
001595 JX TRUCK CENTER	101493	0	2023	5	INV P	131.18	052423	559109	Parts	
001595 JX TRUCK CENTER	101532	0	2023	5	INV P	77.06	052423	559109	Parts	
001595 JX TRUCK CENTER	101533	0	2023	5	INV P	4,008.81	052423	559109	Parts	
001595 JX TRUCK CENTER	101534	0	2023	5	INV P	77.76	052423	559109	Parts	
						8,537.23				
001655 AUTOMOTIVE SUPPLY CO	100565	0	2023	5	INV P	2,628.07	051023	558854	Parts, tools & supp	
001655 AUTOMOTIVE SUPPLY CO	100888	0	2023	5	INV P	378.48	051723	558991	Parts & Supplies	
						3,006.55				
999990 KIRK'S AUTOMOTIVE IN	100714	0	2023	5	INV P	271.96	pcard		Parts	
ACCOUNT TOTAL						23,597.24				
58072000 641700					Vehicle Repairs & Maint					
001595 JX TRUCK CENTER	100885	0	2023	5	INV P	2,478.62	051723	559021	Repairs coach 2001	
ACCOUNT TOTAL						2,478.62				
58072000 641800					Equip Repairs & Maint					
000289 KONECRANES, INC.	100415	0	2023	5	INV P	1,560.00	050323	558772	Inspection charge	
001655 AUTOMOTIVE SUPPLY CO	100889	0	2023	5	INV P	786.31	051723	558991	Equipment maintenanc	
ACCOUNT TOTAL						2,346.31				
58072000 645100					Laundry Services					
000274 CINTAS CORPORATION	100712	0	2023	5	INV P	75.62	pcard		Mats & Uniforms	
000274 CINTAS CORPORATION	102852	0	2023	5	INV P	103.48	pcard		Uniforms & Mats & S	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/5 TO 2023/5		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION
										179.10
										ACCOUNT TOTAL 179.10
										ORG 58072000 TOTAL 33,414.54
58073000										VT 5307 Building Maintenance
58073000	645100									Laundry Services
000274	CINTAS CORPORATION	100711	0	2023	5	INV	P			70.16 pcard Mats & safety suppl
000274	CINTAS CORPORATION	100712	0	2023	5	INV	P			374.98 pcard Mats & Uniforms
000274	CINTAS CORPORATION	102851	0	2023	5	INV	P			180.53 pcard Mats & safety suppl
000274	CINTAS CORPORATION	102852	0	2023	5	INV	P			513.76 pcard Uniforms & Mats & S
										1,139.43
										ACCOUNT TOTAL 1,139.43
58073000	659900									Other Contracts/Obligation
002401	CLEAN POWER, LLC	100401	0	2023	5	INV	P	050323		573.22 558751 May, 2023 Janitoria
										ACCOUNT TOTAL 573.22
58073000	680300	1800								Buildings
001021	WESTWOOD INFRASTRUCT	100544	0	2023	5	INV	P	051023		8,538.50 558973 Professional Servic
001021	WESTWOOD INFRASTRUCT	101489	0	2023	5	INV	P	052423		2,750.25 559180 April services - Tr
										11,288.75
001283	STAFFORD ROSENBAUM,	101540	230132	2023	5	INV	P	052423		5,403.00 559155 Transit Center Mult
002524	EHLERS AND ASSOC	101552	230197	2023	5	INV	P	052423		1,788.75 559093 Financial analysis
002967	LHB, INC	100803	0	2023	5	INV	P	051023		16,305.00 558893 Transit Center Need
003015	ACCURATE-AIRTIGHT	101294	0	2023	5	INV	P	052423		11,600.00 559073 Air Barrier and The
										ACCOUNT TOTAL 46,385.50
										ORG 58073000 TOTAL 48,098.15
58074000										VT 5307 Operations
58074000	632101									Uniforms
000316	COONEY'S EMBROIDERY	100559	0	2023	5	INV	P	051023		278.00 558865 Uniforms
001396	UNIFIRST CORPORATION	101296	0	2023	5	INV	P	052423		38.81 559166 Uniforms
										ACCOUNT TOTAL 316.81
58074000	632200									Gas Purchases
001608	GARROW OIL CORPORATI	101280	230339	2023	5	INV	P	051723		18,834.08 559010 #2 Ultra Low Sulfur
001608	GARROW OIL CORPORATI	101950	230386	2023	5	INV	P	053123		21,101.74 559205 #2 Ultra Low Sulfur

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/5 TO 2023/5		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
							39,935.82	
ACCOUNT TOTAL							39,935.82	
58074000	632602				Tires			
001926	GOODYEAR TIRE AND RU	100562	0	2023	5 INV P	3,435.31	051023	558880 March miles
001996	MATTHEWS TIRE, INC.	101492	0	2023	5 INV P	34.00	052423	559124 Tire repair
ACCOUNT TOTAL							3,469.31	
58074000	632603				Lubricants			
000615	HARTLAND LUBRICANTS	101495	0	2023	5 INV P	116.00	052423	559106 Lubricants
000615	HARTLAND LUBRICANTS	101496	0	2023	5 INV P	4,875.00	052423	559106 Lubricants
000615	HARTLAND LUBRICANTS	101497	0	2023	5 INV P	1,375.30	052423	559106 Lubricants
000615	HARTLAND LUBRICANTS	101499	0	2023	5 INV P	796.10	052423	559106 Lubricants
							7,162.40	
ACCOUNT TOTAL							7,162.40	
58074000	640800				Contractor Fees			
002229	STAR PROTECTION AND	100547	0	2023	5 INV P	8,381.90	051023	558933 April Security serv
002401	CLEAN POWER, LLC	100560	0	2023	5 INV P	3,330.60	051023	558863 April Level 1 bus c
ACCOUNT TOTAL							11,712.50	
58074000	643000				Health Services			
001588	THEDACARE, INC.	100895	0	2023	5 INV P	83.30	051723	559056 DOT Physicals
001588	THEDACARE, INC.	100896	0	2023	5 INV P	344.25	051723	559057 DOT Physicals
							427.55	
999990	AW EMPL SOLUTN PORTA	101446	0	2023	5 INV P	23.00	pcard	DOT Physicals
999990	AW EMPL SOLUTN PORTA	101447	0	2023	5 INV P	184.00	pcard	DOT Physicals
999990	AW EMPL SOLUTN PORTA	101448	0	2023	5 INV P	138.00	pcard	DOT Physicals
							345.00	
ACCOUNT TOTAL							772.55	
ORG 58074000 TOTAL							63,369.39	
58075000			VT 5307	ADA	Paratransit			
58075000	640800				Contractor Fees			
001186	RUNNING, INC.	102634	0	2023	5 INV A	92,841.15		May VTII, Elderly a
ACCOUNT TOTAL							92,841.15	
58075000	641308				cellular Phones			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/5 TO 2023/5		ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN CHECK	DESCRIPTION
001442	VERIZON WIRELESS SER	102850		0	2023 5	INV P	730.71 pcard	Data plan
ACCOUNT TOTAL							730.71	
ORG 58075000 TOTAL							93,571.86	
58076000	VT 5307 Ancillary Paratransit							
58076000	640800 1806							
001186	RUNNING, INC.	102634		0	2023 5	INV A	3,199.35	May VTII, Elderly a
ACCOUNT TOTAL							3,199.35	
58076000	640800 1807							
001186	RUNNING, INC.	102634		0	2023 5	INV A	116.45	May VTII, Elderly a
ACCOUNT TOTAL							116.45	
58076000	640800 1809							
001186	RUNNING, INC.	102637		0	2023 5	INV A	33,548.40	May Out Rural servi
ACCOUNT TOTAL							33,548.40	
58076000	640800 1813							
001186	RUNNING, INC.	102636		0	2023 5	INV A	3,587.50	May NWDAR Services
ACCOUNT TOTAL							3,587.50	
58076000	640800 1818							
001621	CALUMET COUNTY	102638		0	2023 5	INV A	181.49	May CC Van service
ACCOUNT TOTAL							181.49	
58076000	640800 1819							
001186	RUNNING, INC.	102635		0	2023 5	INV A	19,536.50	May Connector servi
ACCOUNT TOTAL							19,536.50	
58076000	640800 1820							
001186	RUNNING, INC.	102635		0	2023 5	INV A	5,234.25	May Connector servi
ACCOUNT TOTAL							5,234.25	
58076000	659900							
001600	LUTHERAN SOCIAL SERV	101483		0	2023 5	INV P	11,418.00 052423	559118 2023 1st Qtr MM & O
ACCOUNT TOTAL							11,418.00	
ORG 58076000 TOTAL							76,821.94	
FUND 580 Valley Transit							TOTAL:	406,266.01

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/5 TO 2023/5	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
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** END OF REPORT - Generated by Debra Ebben **



Memorandum

TO: Fox Cities Transit Commission
FROM: Ron McDonald, General Manager
DATE: June 22, 2023
RE: Authorization to purchase bus shelters

Valley Transit places bus shelters throughout the Fox Cities to promote safety and as an amenity enhancement. Several shelters have exceeded their useful life and need replacement.

ANALYSIS

Valley Transit requested quotes for prefabricated, 5x10 bronze finished anodized aluminum shelters with a wind screen and ADA accessible bench. Two quotes were received.

Manufacturer	Size	Qty	Unit Cost	ADA Bench	Shipping	Total
Brasco	5x10	6	8,975.00	650.00	0.00	57,750.00
Duo-Gard	5x10	6	9,873.00	0.00	482.00	62,130.00

*****Brasco offered a Solar Lighting Package as an option for \$1,750 per unit**

FISCAL IMPACT

The lowest base bidder was Brasco, at \$57,750. Additionally, Brasco offered an optional Solar Lighting Package for \$1,750 per unit, \$10,500 total. The total cost for the base bid and option is \$68,250. Valley Transit was awarded grants and has budgeted sufficiently to pay for this purchase.

RECOMMENDATION

Staff recommends authorization for Valley Transit to purchase six (6) bus shelters with solar lighting packages from Brasco for \$68,250.



QUOTE

Quote Number: 062123R2
Quote Date: June 21, 2023
Quote Expiration: 30 Days from Quote Date
Return to: iriley@brasco.com

Quoted for:
Valley Transit
Ronald C. McDonald
(920) 832-5800
Ronald.McDonald@appleton.org

PREPARED BY	PROJECT NAME	PAYMENT TERMS (WITH APPROVED CREDIT)	LEAD TIME
Ian Riley	Slimline Series Structures	Net 30 Days	± 30 Weeks from Approvals

QTY	ITEM	DESCRIPTION	UNIT PRICE	TOTAL
6	SL-0510-F-R-HI-AL-TG-0-0-0	5' x 10' Slimline Series Aluminum Structure Four-Sided; Full Rear and Side Walls; Front Windscreen with One ADA Opening Dark Bronze Anodized Aluminum Finish Bronze Standing Seam Aluminum Hip Roof with 2.5" Fascia and Integral Gutter 1/4" Clear Tempered Safety Glass Wall Panels	\$8,975	\$53,850
6	BE-WM-5-AL-3-0-2	ADA Wall Mount Aluminum Bench with Backrest	\$650	\$3,900
Option	Solar Lighting	Solar Lighting Package with Solar Panel, Batteries, Solar Controller, Vented PLS Box Enclosure, and 5-Watt LED Light	\$1,750	Not Included
			Subtotal	\$57,750
			Freight	Included
			Total	\$57,750

This is a quotation on the above products listed and is subject to the conditions noted below. Prices are subject to change after quote expiration date. Payment terms are subject to change per Brasco's Financial Credit Approval Process. Credit card payments are subject to a 5% processing fee. Brasco accepts Visa, Master Card, and American Express.

*Structural Engineering with Stamped Drawings and Structural Calculations are not included in this quotation and are an additional \$975, per shelter type, if required.
*Concrete Pad Design and Analysis, if needed, is an additional \$500.

Offloading shipments is the responsibility of the customer. Please note that a forklift with 8' forks is required unless otherwise noted in writing.

Shelters are not shipped fully assembled. Assembly and Installation Required. All anchoring hardware is included.

Lead time begins after all approvals including drawings, color selections, applicable deposits, etc. Our lead times have temporarily increased. Our production team is doing everything possible to return our lead times to normal. Thank you for your understanding and patience.

Signature of Acceptance* _____ Date _____
 Print Name _____ Title _____

*The above prices, specifications and conditions are satisfactory and are hereby accepted. Brasco International, Inc. is authorized to proceed with the supply of products as noted. Brasco International, Inc. is a vendor and not a contractor or subcontractor. Brasco International, Inc. is not subject to any payment retainage or liquidated damages. All Brasco standard terms and conditions of sale apply.

We Thank You For Your Consideration



AMERICAN MADE. AMERICAN TRUSTED. SINCE 1993.

32400 INDUSTRIAL DRIVE, MADISON HEIGHTS, MI 48071





Brasco International, Inc. ("Brasco") Standard Terms and Conditions of Sale

The Brasco International, Inc. Standard Terms and Conditions of Sale ("Terms and Conditions") are incorporated herein by reference and form part of this agreement. This quotation shall be valid for 30 days unless otherwise withdrawn by Brasco prior to Purchaser accepting. Purchaser's issuance of either a purchase order or an acceptance shall constitute an acceptance of the Brasco Terms and Conditions. Acceptance shall be in writing. Any additional terms or modifications to the Brasco Terms and Conditions proposed by Purchaser, whether in a purchaser order or otherwise, are expressly rejected by Brasco and not part of the agreement between Brasco and Purchaser. The agreement between Brasco and the Purchaser shall be referred to herein and in the Brasco Terms and Conditions as the "Contract". This quote constitutes an offer to sell products and services on terms expressed herein and shall be construed as inviting acceptance from the Purchaser.

Terms of Payment. Notwithstanding anything contained herein, payment shall be due in accordance with the terms of Brasco's Acknowledgment ("Acknowledgment"), which will be generated upon receipt by Brasco of the Purchaser's signature on the Quote or receipt by Brasco of the Purchaser's signature on the Acknowledgment. An invoice will be generated by Brasco pursuant to the terms of payment under the Contract once Brasco has completed the Order, and the due date for the payment of balance due under the Contract shall be on the invoice.

Warranties. Components not manufactured by Brasco shall be covered by their relevant manufacturer's warranty only. Brasco Products must be installed in accordance with Brasco's installation instructions. The workmanship, design and machined components on the Products are warranted to conform to the applicable specifications and to be free from defects in workmanship and materials for the relevant period listed in Fig. 1. Any modifications or aftermarket additions to the original equipment voids all applicable manufacturers' warranties. All warranties begin from the date of delivery (DOD). Brasco will transfer ownership and good title to the Products free and clear of liens and rights of third parties. **THE FOREGOING WARRANTIES ARE EXCLUSIVE AND ARE IN LIEU OF ALL OTHER WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, ARISING BY LAW OR CUSTOM, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. ALL IMPLIED WARRANTIES ARE HEREBY EXPRESSLY DISCLAIMED.**

FIG. 1: STANDARD PRODUCT WARRANTIES FROM DATE OF DELIVERY

General Product Workmanship	1 Year
Powder Coat Finish	1 Year
Solar Panels	1 Year Per Manufacturer's Warranty
Solar Lighting Mounting Hardware	1 Year
LED Light Fixture & Engine	1 Year
Wire Harnesses and Connectors	1 Years
Solar Charge Controller	1 Year
Solar Batteries	1 Year

*Sealed lead acid batteries will self-discharge in storage. Batteries should be stored indoors at a recommended 68 degrees Fahrenheit for max. shelf life. Batteries should be installed no later than 3 months from delivery or the battery warranties will be void.

Limited Remedies. Any warranty claims by Purchaser shall be communicated to Brasco in writing. Failure by Purchaser to give written notice of claim within the stated warranty period shall be deemed an absolute and unconditional waiver of Purchaser's warranty claim. Purchaser's sole and exclusive remedy for a valid warranty claim is either repair or replacement of the Products or a full refund of the price paid by Purchaser for the Products (which remedy shall be selected by Brasco). The remedy does not include the cost of installation, removal, dismantling, or reinstallation and is limited to replacement parts. Shipping and handling fees are not included under warranty terms and are the responsibility of the Purchaser. Purchaser will provide Brasco with access to all available warranty data and the Products. Purchaser will also provide Brasco with an opportunity to participate in root cause analysis performed by Purchaser concerning the Products. Brasco shall have no liability to the extent Products are or have been: (a) modified by Purchaser or a third party; (b) modified by Brasco at Purchaser's request; (c) made to specifications not provided by Brasco; (d) used or installed in a way not known to Brasco or operated under conditions not known to Brasco; or (e) subject to misuse, abuse or improper storage, installation or maintenance. Brasco cannot be held responsible for components that become obsolete.

Payment Late Charges, Certain Remedies and Recovery of Expenses. Except as otherwise provided in the Acknowledgment, all payments are due thirty (30) days from the date of Brasco's invoice and shall be paid in United States currency. Purchaser shall pay a charge equal to the lesser of (i) the highest rate allowable by law or (ii) 1.5% per month (18% per annum) of the unpaid balance with respect to any late payments. In addition, Purchaser shall pay all costs and expenses incurred by Brasco, including actual attorney's fees, which were incurred in connection with enforcing the Contract and/or collecting any past due payments. Brasco shall have the right of setoff, the right to terminate the Contract and/or the right to suspend further deliveries under the Contract and/or other agreements with Purchaser, the right to recover damages in addition to any other remedies available to Brasco as a matter of law, in the event Purchaser fails to make any payment when due. Brasco may require full or partial payment in advance of shipment if, in Brasco's opinion, the credit or financial condition of Purchaser is, or is about to become, impaired. If Purchaser requests delayed shipment, Brasco may bill for Products when ready for shipment and charge reasonable daily storage fees. Purchaser shall not have any right of setoff against Brasco. The remedies available to Brasco for Purchaser's breach are intended to be as flexible as permissible and cumulative to the fullest extent permissible and no choice of any one or more remedies is intended to constitute an election of remedies which would limit the ability to assert other remedies.



AMERICAN MADE. AMERICAN TRUSTED. SINCE 1993.

32400 INDUSTRIAL DRIVE, MADISON HEIGHTS, MI 48071





Brasco International, Inc. ("Brasco") Standard Terms and Conditions of Sale

Limitation of Liability:

NOTWITHSTANDING ANYTHING HEREIN TO THE CONTRARY, EXCEPT FOR BREACH OF OBLIGATIONS OF CONFIDENTIALITY OR MISAPPROPRIATION OF INTELLECTUAL PROPERTY, NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY OR ANY THIRD PARTY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, PUNITIVE, OR EXEMPLARY DAMAGES OF ANY KIND ARISING FROM OR RELATING TO THE OBLIGATIONS UNDER THIS CONTRACT. THE TERM "CONSEQUENTIAL DAMAGES" SHALL INCLUDE, BUT NOT BE LIMITED TO, LOSS OF ANTICIPATED PROFITS, LOSS OF USE, LOSS OF REVENUE AND COST OF CAPITAL. NEITHER PARTY MAY BRING ANY ACTION, REGARDLESS OF FORM, ARISING OUT OF TRANSACTIONS UNDER THE CONTRACT, MORE THAN TWO (2) YEARS AFTER THE CAUSE OF ACTION HAS ACCRUED. EXCEPT FOR PERSONAL INJURY OR DEATH DUE TO BRASCO'S MISCONDUCT, the parties agree that the total damages that can be awarded in any claim by PURCHASER relating to BRASCO's obligations under this CONTRACT (WHETHER BASED IN CONTRACT, TORT OR OTHERWISE), shall not exceed the combined total of amounts paid by PURCHASER to BRASCO under the CONTRACT. THE PARTIES EXPRESSLY AGREE THAT THE ABOVE LIMITATIONS ON LIABILITY PROVISIONS SHALL REMAIN IN FULL FORCE AND EFFECT EVEN IF IT IS FOUND THAT PURCHASER'S EXCLUSIVE REMEDY FAILS OF ITS ESSENTIAL PURPOSE.

Cancellation. A. Purchaser may cancel an order for "Convenience" via written notice to Brasco within 5 business days from the date of receipt by Brasco of the Purchaser's signature on the Quote or receipt by Brasco of the Purchaser's signature on the Acknowledgment and no cancellation fee shall be due Brasco. Cancellations of orders for reasons other than for Convenience as referred to above must be in writing and agreed to in advance by Brasco. Such cancellations are subject to a cancellation charge equal to the greater of the actual costs incurred by Brasco during the performance period or a 50% cancellation fee.

Shipping and Delivery. Brasco shall not be liable for delays or failure in performance when caused by circumstances beyond Brasco's reasonable control. If Purchaser does not provide shipping and routing instructions, Brasco shall be the sole judge of the best method of routing shipment. All sales of Products are F.O.B. Brasco's plant. Risk of loss of the Products shall transfer to Purchaser upon delivery of the Products to the common carrier.

Modifications and Delays. Brasco reserves the right to modify or change portions of this Contract should any assumptions specified be determined to be incorrect, or if new/additional information relative to this Contract become available. After 90 days, any delays outside of Brasco's control will result in price escalation using the Producer's Price Index, as published by the Bureau of Labor Statistics: Fabricated Structural Metal Products (Series Code WPU107).

Termination by Brasco. In addition to any other rights to terminate the Contract or suspend performance under the Contract, (A) Brasco may, upon written notice to Purchaser immediately terminate all or any part of the Contract or suspend performance under the Contract, without any liability to the Purchaser and without waiving its right to damages, (a) if Purchaser (i) repudiates, breaches, or threatens to breach any of the terms of the Contract, (ii) fails to accept or threatens not to accept Products in accordance with the Contract, (iii) fails to make timely payment, or (b) upon the occurrence or threat of insolvency or bankruptcy of Purchaser; (B) Purchaser shall purchase and pay Brasco immediately for all unique raw materials, work in process and finished goods under the Contract; (C) Purchaser shall reimburse Brasco for all preparation and other expenses incurred by Brasco and/or its subcontractors in connection with the Contract and for all other losses and costs arising from the termination.

Lead Times. Lead time is the window of time necessary to complete an order, after the approvals process is complete. The approvals process includes satisfying Brasco's credit terms and written approval of Brasco's preliminary engineering drawings. Once all approvals are complete, the lead time begins, wherein detailed engineering paperwork is completed, stamped calculations are ordered, material is purchased, and the order is fabricated. For orders that endure a lengthy approvals process, lead times may shift between the time the order was placed and approved. Additionally, third party lead times and availability can directly impact Brasco's lead times, therefore Brasco shall not be liable for any damages (actual or liquidated) caused by acts outside of its control that arise from third party suppliers.

Change Orders. Design, material, finish and quantity changes by the Purchaser to an order after preliminary engineering approval drawings are provided by Brasco are subject to a Change Order fee. Fees include a minimum administrative fee of \$105.00, with relevant material cost and additional labor fees applied.

Purchaser Approvals. In accordance with the terms of this Contract, Purchaser agrees to timely execute and return to Brasco an approval of each set of drawings provided to Purchaser by Brasco including, but not limited to, Preliminary Elevation Drawings and Detailed Engineering Drawings. Failure by the Purchaser to timely execute and return to Brasco an approval of drawings provided by Brasco negatively effects lead time of the order and if same occurs, Brasco in its sole discretion shall have the unilateral right to increase the lead time to complete and deliver the order to the Purchaser or terminate the Contract.

Rejections and Returns. Purchaser will be deemed to have inspected and accepted all delivered Products unless written notice of rejection specifying the basis therefore in reasonable detail, is provided to Brasco within 10 days after delivery. Purchaser may not return Products that are not timely rejected without Brasco's prior written approval.

Taxes. A 6% Sales tax will be billed to Michigan businesses, entities and municipalities as applicable under Michigan State law. If your business is tax exempt, please provide a Sales Tax-Exempt Certificate. Sales tax will not be billed to businesses, entities and municipalities outside the jurisdiction of the State of Michigan and is the sole responsibility of said entity to pay within its respective jurisdiction where applicable.

Governing Law, Jurisdiction and Venue. The Contract shall be governed by and construed in accordance with the laws of the State of Michigan without reference to the choice of law principles thereof. Each party irrevocably submits to the jurisdiction of the Courts of the State of Michigan and the United States District Court for the Eastern District of Michigan and hereby waives, to the fullest extent it may effectively do so, the defense of an inconvenient forum to the maintenance of such action or proceeding.

Severability. If any provision of this Agreement is or becomes illegal, void or invalid, that shall not affect the legality and validity of the other provisions.



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32400 INDUSTRIAL DRIVE, MADISON HEIGHTS, MI 48071



QUOTATION

Number: 44868 Date: 6/14/2023 Preparer: Dean Duerst

Name: Ron..... McDonald..... City: Appleton.....

Company: City of Appleton - Valley Transit..... State: WI..... Zip: 54914.....

Address: 801 S. Whitman Avenue..... Telephone: 920-832-2291.....

..... Fax: 920-832-1631.....

Shelter Style: Transit Shelter	Shelter Size: Width: 5	Length: 10
Roof Style: Standing Seam Hip	Door Style: No Door	# of Doors: 0

	Quantity	PER	Unit Price	Cost
Walls, Roof		S.F.		\$9,873.00
	0.00	S.F.		
	0.00	S.F.		

OPTIONS

dark bronze anodized aluminum frame w/windscreen
 standing seam hip roof - color tbd
 1/4" clear tempered safety glass
 5' dark bronze anodized aluminum
 bench & backrest - attached ADA

Estimated Production Lead Time 16 - 20 weeks

Freight Included: FOB Appleton, WI 54914

Sub Total:	\$9,873.00
Packaging, Handling, and Delivery (F.O.B. Destination):	\$482.00
Number of Units:	6
Sub Total:	\$62,130.00
Sales Tax:	
Duo-Gard Installation Services:	
We will invoice and add for taxes if applicable	

Grand Total: \$62,130.00

•Pricing is valid for 30 days. Duo-Gard reserves the right to update pricing at time of order. •Due to supply chain constraints Duo-Gard will not be held liable for liquidated or other delay penalties. •Please discuss lead times for submittals, shop drawings, and production prior to placing your order. We can update you on the current conditions for materials and the supply chain for your project. •Projects that do not deliver materials within 9 months are subject to re-pricing. •Shipping quoted is an estimate and may be updated at the time of final shipment based on the current rates.

PRICES SUBJECT TO CHANGE IF NOT ACCEPTED WITHIN 30 DAYS

There will be a MINIMUM 20% charge for all cancelled orders - 50% Deposit Required
Note: A forklift and loading dock are required for unloading. Fork extensions could be needed.
Contact us if this needs to be revisited to accommodate your needs



June 19, 2023

To: Fox Cities Transit Commission

From: Ronald C. McDonald, General Manager

Subject: Authorization to amend the STAR Protection & Patrol security contract.

Background:

Valley Transit utilizes a contractor, STAR Protection & Patrol, to staff the downtown Appleton Transit Center and adjacent areas with a security officer. The current agreement with STAR Protection and Patrol is a three-year contract with options to extend for two one-year periods. The initial three-year contract ends July 1, 2023 and automatically extends into the fourth and fifth one-year options unless either party notifies the other, in writing, 90 calendar days prior to the expiration of the contract of its intent to discontinue.

In 2020, STAR Protection & Patrol proposed a rate of \$21.86 per hour for the first option year of the contract, effective July 2023. Due to extraordinary economic pressures experienced during and post-pandemic, STAR Protection & Patrol requested a rate adjustment, effective July 2023. The attached letter from STAR Protection & Patrol requests a rate adjustment to \$25.00 per hour.

Valley Transit will use existing budgeted funds to cover the increased cost.

Recommendation:

Staff recommends amending the STAR Protection & Patrol security contract rate to \$25.00 per hour for option year one, effective July 1, 2023.



Monday, May 22, 2023

Ron Mcdonald
Valley Transit
801 S. Whitman Ave
Appleton, WI 54914

Subject: Request for Contract Price Adjustment

Dear Ron:

I hope this letter finds you well. I am writing to discuss an important matter regarding our ongoing contract with Valley Transit. Since the signing of the contract, we have experienced significant inflationary pressures that have impacted our operational costs and the overall viability of our agreement. I kindly request your understanding and consideration for an adjustment in the pricing of our contract.

Over the past 3 years since our contract began, the global economy has witnessed a notable increase in inflation rates. This surge in inflation has resulted in rising costs across multiple facets of our business, including insurance, transportation, labor, and overhead expenses. As a result, we have experienced a substantial increase in our cost of operations, which directly affects our ability to deliver the agreed-upon services within the existing pricing structure.

We greatly value the relationship we have established with Valley Transit and the trust you have placed in our services. However, it has become increasingly challenging for us to maintain the level of quality and service you expect while absorbing the mounting cost pressures caused by inflation. In order to continue providing you with exceptional service and ensure the long-term sustainability of our partnership, we believe it is necessary to adjust the contract pricing accordingly.

To propose a fair and mutually beneficial solution, we have thoroughly assessed the current market conditions, evaluated the impact of inflation on our operations, and considered various factors affecting both parties. After careful analysis, we are requesting to raise pricing on year 4 and year 5 of the contract to be **\$25.00 per hour**. This adjustment will allow us to cover the increased costs associated with inflation and sustain the quality of service you have come to expect from our company.

We understand that any pricing adjustments may require internal considerations within your organization. Therefore, we are open to discussing and negotiating the terms of the contract adjustment, considering any specific circumstances or constraints you may have. We aim to find a solution that is equitable for both parties and maintains the spirit of our partnership.

Should you have any questions, comments or concerns, our team is available to answer and respond to them as well as provide any information or clarification you may require. We appreciate your prompt attention to this request and look forward to finding a mutually agreeable resolution.

STAR PROTECTION AND PATROL

1222 W. South Park Ave. | Oshkosh, WI 54902 | 920-527-0510
StarProtectionandPatrol.com



Thank you for your continued support and understanding. We value our partnership with Valley Transit, and we are confident that by working together, we can overcome the challenges presented by inflation and continue to achieve shared success.

Yours sincerely,

Zachary Taft

Zachary Taft
President

STAR PROTECTION AND PATROL

1222 W. South Park Ave. | Oshkosh, WI 54902 | 920-527-0510
StarProtectionandPatrol.com

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For Five Months Ending May 31, 2023

Description	Month of May Actual	Prior Year May	YTD As of May Actual	Prior YTD May	2023 Amended Budget	2023 % of Total Budget
REVENUES						
Bus Fare Revenue	41,992	52,527	242,990	246,847	858,843	28.29%
Paratransit Fare Revenue	<u>37,483</u>	<u>35,332</u>	<u>172,755</u>	<u>170,949</u>	<u>704,430</u>	<u>24.52%</u>
Total Fare Revenue	79,475	87,859	415,745	417,796	1,563,273	26.59%
Other Charges for Service	-	8,434	28,878	40,570	65,000	44.43%
Other Revenues	<u>1,391</u>	<u>-</u>	<u>7,352</u>	<u>23,840</u>	<u>14,000</u>	<u>52.51%</u>
TOTAL REVENUES	<u>80,866</u>	<u>96,293</u>	<u>451,975</u>	<u>482,206</u>	<u>1,642,273</u>	<u>27.52%</u>
EXPENSES BY LINE ITEM						
Regular Salaries & Labor pool alloc	220,742	200,817	1,102,492	1,063,560	3,419,523	32.24%
Overtime	17,607	26,772	131,137	114,974	76,131	172.25%
Incentive Pay	-	-	-	-	1,335	0.00%
Other Compensation	-	-	1,914	1,925	-	-
Fringes	90,895	83,853	446,675	412,940	1,395,237	32.01%
Unemployment Compensation	<u>-</u>	<u>860</u>	<u>-</u>	<u>1,025</u>	<u>-</u>	<u>-</u>
Salaries & Fringe Benefits	329,244	312,302	1,682,218	1,594,424	4,892,226	34.39%
Training & Conferences & Tuition Fees	2,586	2,186	13,061	3,647	27,200	48.02%
Employee Recruitment	600	270	5,262	2,602	7,280	72.28%
Office Supplies	150	60	1,996	1,211	5,400	36.96%
Subscriptions	40	40	430	318	1,020	42.16%
Memberships & Licenses	4,500	5,000	13,117	13,975	18,320	71.60%
Postage & Freight	17	121	717	1,053	3,700	19.38%
Awards & Recognition	-	43	91	759	930	9.78%
Food & Provisions	-	128	632	288	1,240	50.97%
Insurance	11,439	9,031	234,601	193,057	222,790	92.74%
Insurance dividend & return of surplus	-	-	(27,981)	(34,713)	-	-
Depreciation Expense	<u>107,646</u>	<u>102,544</u>	<u>538,232</u>	<u>512,722</u>	<u>1,291,758</u>	<u>41.67%</u>
Administrative Expenses	126,978	119,424	780,158	694,919	1,579,638	49.39%
Landscape Supplies	-	-	425	-	1,500	28.33%
Shop Supplies & Tools (& misc)	4,416	4,263	14,849	21,367	211,919	7.01%
Printing & Reproduction	842	6,869	3,412	9,245	27,910	12.23%
Uniforms	317	63	1,753	253	9,290	18.87%
Gas Purchases	40,349	31,333	231,839	217,078	1,050,500	22.07%
Safety Supplies	164	39	566	2,170	500	113.20%
Vehicle & Equipment Parts	32,920	6,742	122,595	100,510	205,500	59.66%
Miscellaneous Equipment	-	119	5,057	928	25,100	20.15%
Signs	<u>-</u>	<u>-</u>	<u>5,240</u>	<u>2,770</u>	<u>12,000</u>	<u>43.67%</u>
Supplies & Materials	79,008	49,428	385,736	354,321	1,544,219	24.98%
Accounting/Audit	-	-	-	-	10,000	0.00%
Bank Services	-	175	864	1,261	6,680	12.93%
Consulting Services	-	5,427	-	18,214	-	0.00%
Solid Waste/Recycling	-	609	1,346	1,522	5,430	24.79%
Contractor Fees	186,697	175,977	847,826	869,477	3,471,907	24.42%
Advertising	5,333	1,026	32,933	5,276	50,309	65.46%
Health Services	773	1,463	5,000	3,941	9,200	54.35%
Snow Removal Services	-	-	42,270	9,952	39,000	108.38%
Laundry Services	1,319	1,855	3,854	3,718	15,340	25.12%
Other Contracts/Obligations	<u>11,991</u>	<u>959</u>	<u>19,011</u>	<u>12,238</u>	<u>100,790</u>	<u>18.86%</u>
Purchased Services	206,113	187,491	953,104	925,599	3,708,656	25.70%

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For Five Months Ending May 31, 2023

Description	Month of May Actual	Prior Year May	YTD As of May Actual	Prior YTD May	2023 Amended Budget	2023 % of Total Budget
Electric	11,829	4,662	23,743	20,419	55,620	42.69%
Gas	2,010	2,213	16,866	16,844	23,000	73.33%
Water	388	324	2,468	2,161	7,850	31.44%
Waste Disposal/Collection	240	186	1,322	1,075	4,160	31.78%
Stormwater	647	647	3,389	3,303	10,000	33.89%
Telephone	2,106	1,497	7,387	4,780	17,700	41.73%
Utilities	17,220	9,529	55,175	48,582	118,330	46.63%
Building/Grounds Repair & Maintenance	-	-	18	551	-	0.00%
Vehicle Repair & Maintenance	2,479	2,168	5,165	9,972	10,050	51.39%
Equipment Repair & Maintenance	2,346	615	6,168	1,660	9,650	63.92%
FMD Charges & Material	-	-	26,478	32,696	142,503	18.58%
Software Support	10	230	83,164	84,295	120,097	69.25%
Repairs & Maintenance	4,835	3,013	120,993	129,174	282,300	42.86%
Total Operating Expenses	763,398	681,187	3,977,384	3,747,019	12,125,369	32.80%
OPERATING INCOME (LOSS)	(682,532)	(584,894)	(3,525,409)	(3,264,813)	(10,483,096)	
NON-OPERATING REVENUES						
Federal Support	-	-	-	-	3,560,391	0.00%
State Support	-	-	-	2,471,395	3,082,885	0.00%
Appleton Support	324,680	275,230	1,623,400	1,376,150	724,810	223.98%
Other Local Support	56,443	182,880	1,628,156	1,622,508	1,899,499	85.72%
Investment Income	1	-	4,212	18,936	12,500	33.70%
Donations	-	4,167	26,821	20,982	63,386	42.31%
TOTAL NON-OPERATING REVENUE	381,124	462,277	3,282,589	5,509,971	9,343,471	35.13%
Buildings	46,386	11,000	152,343	46,112	8,615,174	1.77%
Machinery & Equipment	61,154	23,041	137,094	43,215	-	0.00%
Furniture & Fixtures	-	-	-	-	25,000	0.00%
Vehicles	-	-	-	2,471,395	100,000	0.00%
Capital Expenditures	107,540	34,041	289,437	2,560,722	8,740,174	3.31%
NET INCOME (LOSS)	(408,948)	(156,658)	(532,257)	(315,564)	(9,879,799)	

City of Appleton
PURCHASED TRANSPORTATION
For Five Months Ending May 31, 2023

Description	Month of May Actual	Prior Year May	YTD As of May Actual	Prior YTD May	2023 Amended Budget	2023 % of Total Budget
PURCHASED TRANSPORTATION EXPENSE						
VTII - Disabled	95,301	93,730	436,397	449,284	2,052,750	21.26%
VTII - Elderly	4,123	2,249	17,225	12,156	62,480	27.57%
PT - Optional (Sunday)	303	660	1,660	2,177	17,850	9.30%
Outagamie County Demand Response Rural	34,232	27,640	146,567	141,478	289,125	50.69%
Outagamie County Human Services Transportation	-	629	119	2,873	11,900	1.00%
Neenah Dial - A - Ride	4,463	3,356	22,991	16,458	192,423	11.95%
Calumet County Van Service	2,546	1,941	12,000	10,034	28,800	41.67%
Connector - Extended Service Hours	23,844	25,312	111,935	124,862	412,000	27.17%
Connector - Extended Service Area	5,742	4,429	28,067	28,068	141,625	19.82%
Downtown Trolley	-	-	-	-	32,554	0.00%
Total Purchased Transportation	170,554	159,946	776,961	787,390	3,241,507	23.97%

Total Passengers

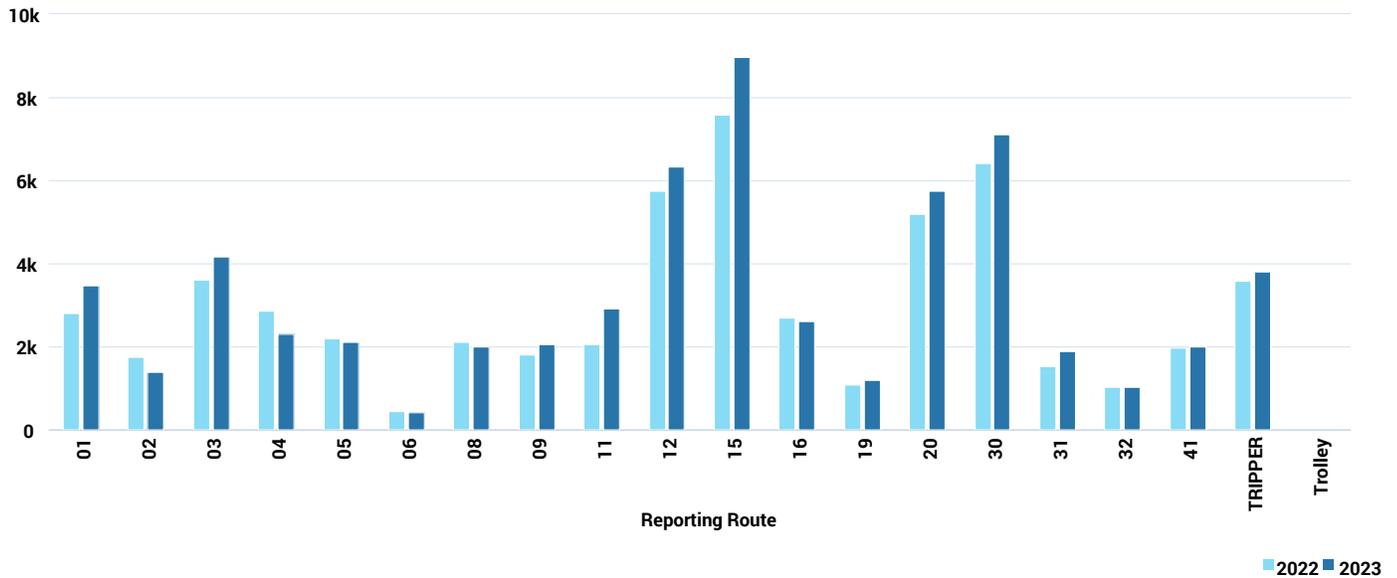
61,564

↑ 9% change | 56,477 prev. year

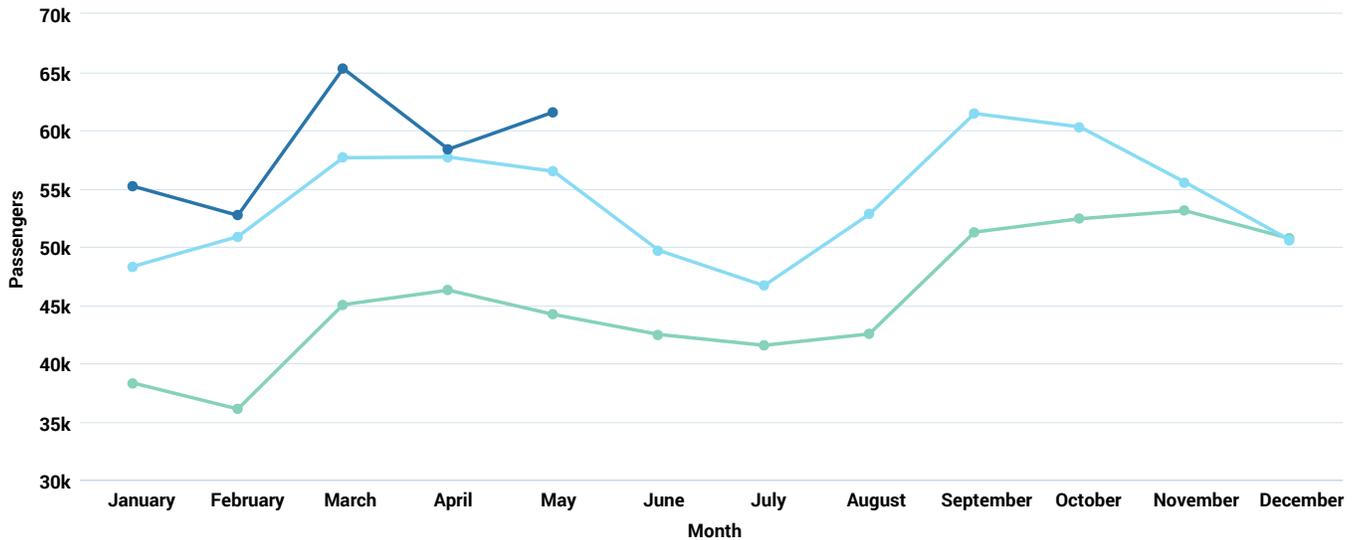
Monthly Fare Group Trend

Fare Group Desc	Prior Year	Current ▼	% Change
Passes & Tickets	23,349	27,027	15.8%
AASD	11,525	11,297	-2.0%
Cash	8,895	9,549	7.4%
Transfers	7,403	8,106	9.5%
FVTC	3,251	3,445	6.0%
Free	1,412	1,222	-13.5%
Lawrence University	642	918	43.0%

Ridership by Route



Monthly Ridership Trend by Year



Total Passengers

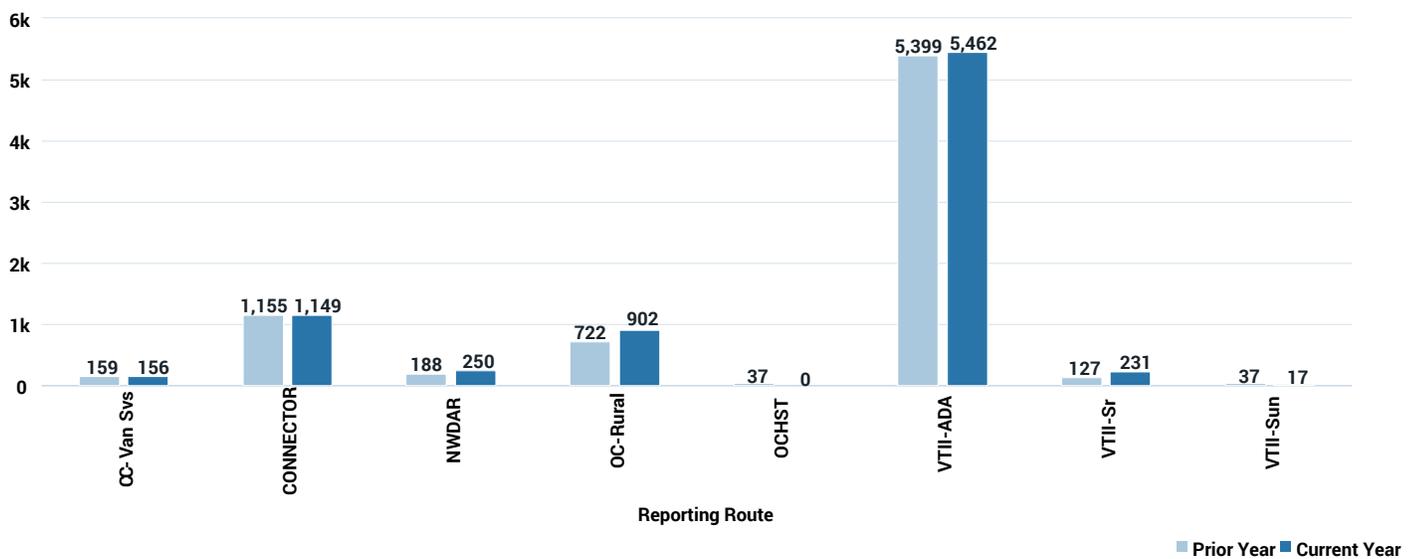
8,167

↗ 4% change
7,824 prev. year

Change in Rides by Program

Reporting Route	Prior Year	Current Year ▼	% Change
VTII-ADA	5,399	5,462	1.17%
CONNECTOR	1,155	1,149	-0.52%
OC-Rural	722	902	24.93%
NWDAR	188	250	32.98%
VTII-Sr	127	231	81.89%
CC-Van Svs	159	156	-1.89%
VTII-Sun	37	17	-54.05%
OCHST	37	0	-100.00%

Monthly Ridership by Program



Ridership Trend by Year

