



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Agenda - Final-revised Fox Cities Transit Commission

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Wednesday, January 25, 2017

3:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[17-104](#)

Approval of minutes from November 30, 2016

**Attachments:** [November 2016 MeetingMinutes.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[17-105](#)

Approval of Payments

**Attachments:** [Check register 11-23 through 12-31.pdf](#)

[P-card statement 10-27 through 12-26.pdf](#)

[17-106](#)

Approve the Intermunicipal Agreement with Outagamie County for Specialized Transportation Services for 2017 Contingent on Outagamie County Approval

**Attachments:** [OUTAGAMIE CONTRACT - 2017.pdf](#)

[17-107](#)

Approve the Intermunicipal Agreement with Winnebago County for Specialized Transportation Services for 2017 Contingent on Winnebago County Approval

**Attachments:** [WINNEBAGO CONTRACT - 2017.pdf](#)

[17-108](#)

Approval of Intermunicipal Agreement with Calumet County for Specialized Transportation Services for 2017 Contingent on Calumet County Approval

**Attachments:** [CALUMET CONTRACT - 2017.pdf](#)

[17-109](#)

Approval of Intermunicipal Agreement with the City of Neenah and the Village of Fox Crossing for the Northern Winnebago Dial-A-Ride Service for 2017 Contingent on the City of Neenah and the Village of Fox Crossing Approval

**Attachments:** [NW Dial-A-Ride - 2017.pdf](#)

6. **Information Items**

[17-110](#) November and December Ridership and Revenue Discussion

**Attachments:** [2016 Comp Ridership by Fare.pdf](#)  
[2016 Comp Ridership by Route.pdf](#)  
[2016 PM by Route.pdf](#)

[17-111](#) November Financials

**Attachments:** [November Financials.pdf](#)

[17-113](#) 2016 4th Quarter Dashboard (KPI)

**Attachments:** [Dashboard.pdf](#)

[17-112](#) Manager's Report

[17-114](#) Pending Items

**Attachments:** [Pending Items.pdf](#)

7. 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  
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## Meeting Minutes - Final-revised Fox Cities Transit Commission

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Wednesday, November 30, 2016

3:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

**Present:** 9 - Carey, Mewhorter, Buckingham, Dearborn, Chairperson Rundquist,  
Lobner, Reed, Gregozeski and Barham

**Excused:** 6 - Kasimor, Detienne, McCabe, Nau, Stoll and Parish

3. **Approval of minutes from previous meeting**

[16-1856](#)

Approval of minutes from October 26, 2016

*Motion Approved*

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

4. **Public Hearings/Apearances**

*There was no public participation on the agenda items.*

5. **Action Items**

6. **Information Items**

[16-1849](#)

Approval of Payments

*Moved action item to informational section*

**Alderperson Lobner moved, seconded by Commissioner Gregozeski, that the Report Action Item be approved. Voice vote. Motion carried.**

[16-1848](#)

Recommendation to award Northern Winnebago Dial-A-Ride contract

*Moved action item to information section.*

**Commissioner Gregozeski moved, seconded by Commissioner Mewhorter, that the Report Action Item be approved. Voice vote. Motion carried.**

[16-1850](#)            October Ridership and Revenue

*This presentation was presented.*

[16-1851](#)            October Financials

*This presentation was presented.*

[16-1852](#)            Holiday Promotion

*This presentation was presented.*

[16-1853](#)            Manager's Report

*This presentation was presented.*

[16-1854](#)            Pending Items

*This presentation was presented.*

7.     Adjournment

**Aldersperson Lobner moved, seconded by Commissioner Buckingham, that the meeting adjourn. Voice vote. Motion carried.**

Check Register with General Ledger Accounts  
Check Date 11/23/16 thru 12/31/16

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Date - 01/19/17

Check No.	Check Date	Payee Number	Payee Name	Voucher Number	Explanation -Remark-	Payment Amount	Bus. Unit	Obj Acct	Sub	Sub1	Voucher Amount	Dis Take
525936	11/30/16	6066	ACCURATE	370129	bus repairs	1,092.34-	5820	6417			1,092.34	
total											1,092.34	
525958		182561	ERGOMETRICS & APP	370135	testing	157.60-	5810	6206			157.60	
total											157.60	
525959		70519	FICO, JAMES M. PH	370136	mng eval & psych	475.00-	5810	6205			475.00	
total											475.00	
525984		268787	NEW FLYER PARTS	370283	Housing Circ Pump	212.70-	580	2160			212.70	
total											212.70	
525993		288606	POMP'S TIRE - APP	370288	305/70R22.5 BRM 348B	13,478.80-	580	2160			4,091.40	
				370289	305/70R22.5/20 CNTNT		580	2160			5,163.07	
				370290	305/70R22.5/20 CONTN		580	2160			4,224.33	
total											13,478.80	
525999		12095	SAFETY-KLEEN	370146	20g parts washer ser	257.61-	5820	6418			257.61	
total											257.61	
526003		250763	ST ELIZABETH HOSP	370147	ada certs	3,020.00-	5850	6599			3,020.00	
total											3,020.00	
526022		8598	VERITIV OPERATING	370161	bulk paper	1,047.90-	5810	6301			548.90	
total											548.90	
526079	12/07/16	95126	EJ ARENA SPORTS.	370322	uniforms	118.80-	5810	6304			10.80	
				370322	uniforms		5840	6321	1		108.00	
total											118.80	
526100		196091	KWIK TRIP, INC	370349	fuel	414.89-	5820	6322			288.00	
				370349	fuel		5840	6322			126.89	
total											414.89	
526121		246271	RUNNING, INC.	370377	VTII Premium	161,474.45-	580	2130			8,838.00	
				370377	VTII Agency		580	2132			16,996.00	
				370377	Basic Tick. Local		580	2132			11,562.00	
				370377	Prem. Tick Local		580	2132			8,127.00	
				370377	VTII Basic		580	2133			8,420.00	
				370377	Community Care OC		5850	4230			10,237.50-	
				370377	Family Care WC		5850	4230			4,420.50-	
				370377	Community Care CC		5850	4230			1,739.25-	
				370377	IRIS		5850	4230			3,291.75-	
				370377	Tickets		5850	4875		1805	34,254.00-	
				370377	VTII Cash Fares		5850	4875		1805	4,034.00-	
				370377	VT II		5850	6408		1805	131,514.50	
				370377	Fuel Escalator		5850	6408				
				370377	Elderly Fares		5860	4875		1806	708.00-	
				370377	Sun Fares		5860	4875		1807	589.00-	
				370377	Elderly		5860	6408		1806	2,875.80	
				370377	Sunday		5860	6408		1807	855.95	
				370378	ochst oct service		5860	6408		1810	839.80	
				370379	Connector Tickets		580	2131			1,792.00	
				370379	Agency Local Share		580	2131			372.00	
				370379	Agency Local Share		5860	4230		1819	372.00-	
				370379	Connector ESA Fares		5860	4875		1820	1,164.00-	
				370379	Connector ESH Fares		5860	4875		1819	5,460.00-	
				370379	ESA Ticket Revenue		5860	4875		1820	508.00-	
				370379	ESH Ticket Revenue		5860	4875		1819	1,284.00-	
				370379	Connector ESA		5860	6408		1820	8,569.00	
				370379	Connector ESH		5860	6408		1819	28,774.40	
				370379	Fuel escalator/deesc		5860	6408		1819		

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Check No.	Check Date	Payee Number	Payee Name	Voucher Number	Explanation -Remark-	Payment Amount	Bus. Unit	Obj Acct	Sub	Sub1	Voucher Amount	Dis Take
total											161,474.45	
526176	12/14/16	302990	APPLETON MONTHLY	370497	holiday promo	500.00-	5810	6412			500.00	
total											500.00	
526183		58712	AT&T	370504	12/16 security syste	528.80-	5810	6413	7		211.52	
total											211.52	
526201		182019	CALUMET COUNTY DE	370532	service, fares	107.99-	5860	4230		1818	527.26	
				370532	service, fares		5860	4875		1818	802.20-	
				370532	service, fares		5860	6408		1818	382.93	
total											107.99	
526205		35828	DEPARTMENT OF WOR	370535	reimb of unemploymen	3,425.85-	5840	6155			3,182.00	
total											3,182.00	
526215		70519	FICO, JAMES M. PH	370544	evaluation & psych	950.00-	5810	6205			475.00	
				370545	evaluation & psych		5840	6430			475.00	
total											950.00	
526218		162886	FOX VALLEY CAB	370547	november nw dar	9,127.00-	5860	4875		1813	2,495.50-	
				370547	november nw dar		5860	4875		1813	203.00-	
				370547	november nw dar		5860	4875		1813	486.50-	
				370547	november nw dar		5860	6408		1813	9,649.50	
				370547	november nw dar		5860	6408		1813	783.00	
				370547	november nw dar		5860	6408		1813	1,879.50	
total											9,127.00	
526223		35641	GARROW OIL CORPOR	370465	ULTRA LOW SULFUR	26,261.64-	580	2160			11,436.00	
total											11,436.00	
526230		306042	HARLOW'S BUS SALE	370558	heated mirror	884.68-	5810	6304			22.30	
				370558	heated mirror		5820	6326			862.38	
total											884.68	
526234		17806	KOBUSSEN BUSES, L	370559	november rural	56,093.60-	5860	4875		1809	3,300.00-	
				370559	november rural		5860	6408		1809	15,932.00	
				370560	november sheltered w		5860	6408		1808	43,461.60	
total											56,093.60	
526240		84419	LUTHERAN SOCIAL S	370567	MRH 5310 1st qtr op	42,414.00-	5860	6599		1822	8,570.00	
				370567	MRH 5310 1st qtr mm		5860	6599		1822	7,306.00	
				370567	MRH 5310 2nd qtr op		5860	6599		1822	5,140.00	
				370567	MRH 5310 2nd qtr mm		5860	6599		1822	6,860.00	
				370567	MRH 5310 3rd qtr op		5860	6599		1822	4,533.00	
				370567	MRH 5310 3rd qtr mm		5860	6599		1822	10,005.00	
total											42,414.00	
526245		281851	MORNING STAR GARD	370572	fall cleanup	1,240.98-	5830	6308	99		655.98	
				370572	fall cleanup		5830	6454			585.00	
total											1,240.98	
526249		116759	NEW HOPE CENTER,	370578	nov 2016 service	14,018.84-	5860	6408		1815	14,018.84	
total											14,018.84	
526267		18711	RICOH USA, INC.	370593	VT Lease	5,119.74-	5810	6320	1		31.34	
				370593	VT Copies		5810	6320	1		174.13	
				370593	VT Copies		5810	6320	1		29.98	
total											235.45	

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[illegible]

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Check No.	Check Date	Payee Number	Payee Name	Voucher Number	Explanation -Remark-	Payment Amount	Bus. Unit	Obj Acct	Sub	Sub1	Voucher Amount	Dis Take
526477	12/28/16	268787	NEW FLYER PARTS	370874	Kneeler Switch	66.48-	580	2160			66.48	
total											66.48	
526490		8942	ULTIMATE CLEANING	370820	cleaning	1,709.96-	5830	6599			128.00	
				370821	cleaning		5830	6599			474.60	
				370822	cleaning		5830	6599			85.92	
				370823	cleaning		5830	6599			474.60	
total											1,163.12	
526495		37022	WE ENERGIES	370838	6404-083-107	2,948.74-	5810	6413	2		10.82	
total											10.82	
526496				370839	7216-827-232 Elec	114,844.83-	5810	6413	1		1,235.09	
				370839	7216-827-232 Gas		5810	6413	2		270.71	
				370839	5028-442-903		5810	6413	1		2,575.16	
				370839	5070-604-479		5810	6413	2		332.70	
				370839	0425-072-359		5810	6413	1		427.20	
total											4,840.86	
526498		169527	WFRV-TV	370840	ads	6,000.00-	5810	6412			6,000.00	
total											6,000.00	
526569	12/30/16	268787	NEW FLYER PARTS	371036	Tensioner	1,610.92-	580	2160			1,610.92	
total											1,610.92	
526575		18711	RICOH USA, INC.	371049	VT Lease	5,765.91-	5810	6320	1		31.34	
				371049	VT Copies		5810	6320	1		174.13	
				371049	VT Copies		5810	6320	1		16.20	
total											221.67	
total											526,199.22	





J.P.Morgan

## Spend Analysis by Merchant

Run Date: 01/19/2017  
Report ID: 10013

Posting Date: 11/26/2016 - 12/26/2016

VALLEY TRANSIT  
100 N APPLETON  
APPLETON, WI 54911-4799 USA

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AUTOMOTIVE SUPPLY CO	5,357.96	28.17	214.32	25	25.00
PETERBILT WI APPLETON	4,586.15	21.25	655.16	7	7.00
CADRE	3,180.32	14.74	636.06	5	5.00
THEDACARE AT WORK	2,269.70	10.52	283.71	8	8.00
US PETROLEUM EQUIP	889.14	4.12	296.38	3	3.00
SPRINT *WIRELESS	832.00	3.86	416.00	2	2.00
CELLCOM	507.81	2.35	253.91	2	2.00
MULTI MEDIA CHANNELS L	470.00	2.18	470.00	1	1.00
SQ *QUICK PRINT CEN	426.46	1.98	213.23	2	2.00
UFIRST *UNIFIRST CORP	370.49	1.72	185.25	2	2.00
OFFICE DEPOT #1105	273.96	1.27	91.32	3	3.00
AMAZON MKTPLACE PMTS	204.23	0.95	51.06	4	4.00
SAMSLUB #6321	172.44	0.80	172.44	1	1.00
GEORGE PATTON ASSOCIAT	129.86	0.60	129.86	1	1.00
AIRGASS NORTH	98.47	1.36	32.82	3	3.00
TRUDIGITAL	98.00	0.45	98.00	1	1.00
GAN*WI NEWSPAPERS-CCC	88.31	0.41	88.31	1	1.00
HYDROCLEAN EQUIPMENT I	85.00	0.39	85.00	1	1.00
NORTHERN TOOL EQUIP	69.99	0.32	69.99	1	1.00
YP *ADVERTISING PYMNT	56.00	0.26	28.00	2	2.00
TLF MEMORIAL FLORISTS	55.00	0.25	55.00	1	1.00
UNITED AIRLINES	50.00	0.23	25.00	2	2.00
FASTENAL COMPANY01	38.50	0.18	38.50	1	1.00
MGM GRAND HOTEL	35.84	0.17	35.84	1	1.00
USPS PO 5602500943	35.60	0.16	35.60	1	1.00
THE HOME DEPOT #4903	30.37	0.22	15.19	2	2.00
WHITTLESEA BLUE TAXI	28.79	0.13	28.79	1	1.00



J.P.Morgan

## Spend Analysis by Merchant

Run Date: 01/19/2017  
Report ID: 10013

Posting Date: 11/26/2016 - 12/26/2016

VALLEY TRANSIT  
100 N APPLETON  
APPLETON, WI 54911-4799 USA

Merchant Name	Amount		Amount % Of		Average		Count		Count % Of	
		Total		Total		Total		Total		Total
WEEDSB, LLC. TAXI	25.86		0.12		25.86		1		1.00	
FASTSIGNS 300301	25.00		0.12		25.00		1		1.00	
TTT*A CAB TAXI	24.76		0.11		24.76		1		1.00	
FEDEX 22614050	21.28		0.10		21.28		1		1.00	
LUCKY CAB	19.69		0.09		19.69		1		1.00	
LYFT *RIDE THU 4PM	6.88		0.03		6.88		1		1.00	
HOOTSUITE MEDIA INC.	5.99		0.03		5.99		1		1.00	
WALMART.COM	(77.16)		0.36		(77.16)		1		1.00	
<b>Total</b>	<b>20,492.69</b>	<b>100.00</b>			<b>222.75</b>		<b>92</b>		<b>92.00</b>	

**2017 INTERMUNICIPAL AGREEMENT IN ACCORDANCE WITH SECTION 66.0301, WISCONSIN  
STATUTES, BETWEEN THE CITY OF APPLETON AND OUTAGAMIE COUNTY TO PROVIDE FOR  
COST SHARING OF TRANSIT SERVICE FOR ELDERLY AND DISABLED INDIVIDUALS**

**WHEREAS**, the Americans with Disabilities Act (hereinafter ADA), has resulted in an increase in trips provided by the City of Appleton's wholly owned transit service, Valley Transit, for individuals covered by the Act; and

**WHEREAS**, Outagamie County and the City of Appleton, in furtherance of the goals fostered by the ADA, wish to coordinate service to offset the increase in costs; and

**WHEREAS**, Outagamie County provides transportation services for clients of the Outagamie County Department of Human Services requiring transport to Goodwill Industries, Valley Packaging, Inc., and other sites of client service; and

**WHEREAS**, it has been determined to be beneficial to Valley Transit and Outagamie County to have the City of Appleton, via Valley Transit assume the responsibility for the payment of all urban and rural developmental disabilities workshop transportation service routes; and

**WHEREAS**, Section 66.0301, Wisconsin Statutes, provides a means by which municipalities may agree to share the cost of mutually beneficial services; and

**WHEREAS**, the City of Appleton is the owner of Valley Transit and assumes responsibility for and direction of its operations;

**WHEREAS**, Outagamie County assumes responsibility and direction of its operation;

NOW, THEREFORE, the City of Appleton and Outagamie County, by their respective authorized representatives, do hereby agree as follows:

**1. Cost Sharing Arrangements.**

**A. ADA Service**

Outagamie County agrees to pay the local share of ADA paratransit contract costs for trips originating in the Outagamie County portion of Valley Transit's ADA service area (all of that part of the City of Appleton which lies within Outagamie County, the City of Kaukauna, Villages of Kimberly, Little Chute and Combined Locks, and the area which is within 3/4 of a mile from all Valley Transit fixed routes within the Towns of Grand Chute, Kaukauna, Vanden Broek, and Buchanan). The parties agree that approximately 40% of such trips occur in Outagamie County portion of Valley Transit's service area. The parties further agree that, throughout this Agreement, wherever reference is made to Valley Transit having obligations or responsibilities, the City of Appleton, as the contracting party and the owner of Valley Transit assures the compliance of Valley Transit with all of these duties and responsibilities.

The formula for computing Outagamie County's actual ADA funding contribution will be as follows:

$$\begin{aligned} & \text{Outagamie County Rides} \times \text{Contract Cost} \\ + & \text{Outagamie County Share of Administrative Costs} \\ - & \text{Federal Share} \\ - & \text{State Share} \\ - & \text{Farebox Revenues} \\ = & \text{Outagamie County's Estimated ADA Funding Requirement} \end{aligned}$$

In 2017, Valley Transit estimates 102,000 ADA rides of which it is estimated that 40% will originate in Outagamie County. The base contract cost per ride is estimated to average \$16.77 on a monthly basis with a separate charge for administrative expenses. The Federal and State shares are estimated to be 28.5% and 28.5%; therefore Outagamie County's estimated funding requirement will be:

## Intermunicipal Agreement cont'd

\$ 684,216	Costs (40,800 rides at \$16.77 per ride)
77,599	40% of admin charges
(217,117)	Federal Share
(217,117)	State Share
<u>(195,840)</u>	Fares (40,800 rides at \$4.80 per ride)
\$ 131,741	Estimated funding

Outagamie County's actual costs will be based on actual ridership, contract costs (including fuel surcharge), federal share, state share, and fares in 2017. The full percentage of federal and state shares received by Valley Transit for transit funding assistance shall be applied to this service. All fares received as payment for the Outagamie County service shall also be applied in this formula. For 2017 the parties agree that Outagamie County's liability for ADA urban paratransit services will be capped at \$190,000 and all paratransit services will be capped at the full cost of its ancillary services.

### B. *Elderly and Sunday Service*

As part of the service contract for ADA rides, Valley Transit will also provide rides to the elderly (non-ADA eligible) and Sunday service to ADA eligible passengers. Outagamie County requires certification of elderly riders for eligibility of this service. The service will be provided in the same service area described earlier. The formula for computing Outagamie County's actual contribution for this ancillary service will be based on the following:

$$\begin{aligned}
 & \text{Outagamie County Rides} \times \text{Contract Cost} \\
 & - \text{Federal Share} \\
 & - \text{State Share} \\
 & - \text{Farebox Revenue} \\
 & \pm \text{Local Surcharge (1/3 of Federal plus 1/3 of State Share)} \\
 & = \text{Outagamie County's Estimated Ancillary Funding Requirement}
 \end{aligned}$$

The contract costs (including fuel) for elderly rides will be \$16.77; Sunday service will be \$16.77. In 2017, Valley Transit estimates 3,325 Outagamie County elderly trips and 1,080 Outagamie County Sunday trips with estimated costs as follows:

\$ 55,760	Elderly Costs (3,325 x \$16.77)
(15,892)	Federal Share
( 15,892)	State Share
(13,300)	Fares (3,325 x \$4.00/ride)
<u>\$ 10,594</u>	Local Surcharge (1/3 of Federal plus 1/3 of State Share)
\$ 21,270	Estimated funding

## Intermunicipal Agreement cont'd

\$ 18,112	Sunday Costs (1,080 x \$16.77)
(5,162)	Federal Share
(5,162)	State Share
(11,880)	Fares (1,080 x \$11.00/ride)
<u>\$ 3,441</u>	Local Surcharge (1/3 of Federal plus 1/3 of State Share)
\$ (651)	Estimated funding

Here again, actual County costs will be based on actual ridership, contract costs per ride (including fuel surcharge), federal share, state share and fares in 2017. The full percentage of federal and state shares received by Valley Transit for transit funding assistance shall be applied in this formula. All fares received as payment for the Outagamie County service shall also be applied in this formula.

### C. *Other Ancillary Transportation Service*

- 1) As part of this agreement, Valley Transit will be the funding mechanism for Outagamie County rural demand response paratransit service. These services will be managed separately from Valley Transit's ADA paratransit contract service (which combines with elderly, Sunday, and evening service).

The formula for computing Outagamie County's rural demand response paratransit service funding contribution will be as follows:

+ Cost of Service  
- Federal Share (5310 funding)  
- State Share (estimated at 28.5%)  
+ Local Administrative Charge  
= Outagamie County's Estimated Workshop Funding Requirement

In 2017, Valley Transit estimates 7,000 Outagamie County rural demand response paratransit trips with estimated costs as follows:

	Costs (7,000 rides x \$32.00 plus \$4,400 fuel escalator less vehicle
\$ 197,706	program \$30,694)
(42,297)	Federal Share
(56,346)	State Share
(42,000)	Fares (7,000 x \$6.00/ride)
<u>\$ 19,771</u>	Administrative charge
\$76,834	Estimated funding

- 2 **Method of Payment.** Outagamie County will pay Valley Transit the gross cost of ADA mandated paratransit, ADA optional paratransit, and elderly (non-ADA eligible) service as outlined in this contract on a quarterly basis. Valley Transit will invoice for this service in advance of the quarter. Federal and State operating assistance will be reimbursed to Outagamie County on a quarterly basis based on the amount paid in, actual costs, actual fares, and intergovernmental revenues. Final reconciliation of actual costs will occur at yearend.

Outagamie County will pay Valley Transit monthly for the Other Ancillary Services based on the billings received from the provider. Valley Transit will invoice for this service also. Payments are due

30 days from the invoice date. Interest will accrue at a rate of 18% per year (1.5% month) thereafter unless the billing is disputed by Outagamie County.

3. **Service Criteria.**

*Elderly Service.* Service to the elderly will be provided between the hours of 9:00 a.m. and 5:00 p.m. Monday through Friday. These hours may be changed at the discretion of Outagamie County.

*Rural Service.* Rural demand response service will be provided between the hours of 9:00 a.m. and 4:00 p.m. Tuesday and Thursday and between 9:00 a.m. and 5:00 p.m. Monday, Wednesday and Friday. These hours may be changed at the discretion of Outagamie County.

*ADA Service.* Service to people with disabilities will be provided Monday through Friday 5:30 a.m. to 10:30 p.m., and Saturdays 7:30 a.m. to 10:30 p.m.

*Sunday Service.* Service to people with disabilities will be provided on Sundays, 7:30 a.m. to 2:00 p.m.

*General.* There will be no service on six of the holidays where Valley Transit does not operate (Christmas, New Years, Labor Day, Memorial Day, July 4th, and Thanksgiving). The ADA paratransit will be in compliance with ADA regulation, 49 CFR Section 37.131.

4. **Eligibility.**

*Elderly Service.* Service will be provided to the elderly (those persons age 60 and over who are not eligible for ADA services), although Outagamie County will encourage the use of Valley Transit's fixed route service when possible.

*Rural Service.* Service will be provided to the elderly (those persons age 60 and over) or disabled individuals over age 5 traveling outside Valley Transit's ADA service area.

*Sunday ADA.* Sunday service will be available to ADA eligible people.

*ADA Service.* ADA eligibility is consistent with the ADA regulations, 49 CFR Section 37.125. The service will allow advance reservation up to 14 days in advance of a trip and ensure that ADA subscription trips not absorb more than 50 percent of the ADA trips at a given time unless modified by both parties to this contract.

5. **Length of Agreement.** This agreement shall be in effect commencing on January 1, 2017 through December 31, 2017.

6. **Statistical Reports.** Valley Transit agrees to provide the County information sufficient to complete the Outagamie County semi-annual reports for submission to the Wisconsin Department of Transportation as a requirement of the Section 85.21 transportation assistance program. The information submitted must pertain to the service identified in this agreement and must be provided in a timely manner. Valley Transit will also provide to the County all other reasonable ridership or financial information which the County requests.

7. **Safety.** Valley Transit will monitor the safety and operational requirements of its contracted ADA, elderly, and Sunday and rural services. In the event that the parties agree to contract with a third party for random safety and operational checks, the contract costs for such checks will be paid for by Outagamie County.

**Intermunicipal Agreement cont'd**

8. **Audit.** Valley Transit will include audit costs for its contracted ADA service in its budget without impact on Outagamie County's cost. However, any audits required for ancillary services will be added to the total cost of those services, and Outagamie County's cost impact will be as described in Section 1 above. Valley Transit shall establish and maintain accounts for the specialized transportation services receiving funding under this agreement. The accounts shall distinguish the costs of this transportation service from any other service.
9. **Records.** Valley Transit shall maintain such records as necessary for a period of three years from the close of the Federal fiscal year to which they pertain, which said record keeping will enable Valley Transit to meet any responsibilities it may have to the state and federal government.
10. **Inspection.** Valley Transit will allow inspection of records and programs, insofar as it is permitted by state and federal law, by representatives of Outagamie County, the Area Agency on Aging, the Department of Health and Social services and its authorized agents, and federal agencies, in order to confirm Valley Transit's compliance with the specifications of this agreement.
11. **Disclosure.** The use or disclosure by any party of any information concerning eligible clients who receive services for any purpose not connected with the administration of the service under this Contract is prohibited except with the informed, written consent of the eligible client or the client's legal guardian.
12. **Indemnification.** Each party to this agreement agrees to indemnify, save harmless and defend the other party from and against all liability, loss, damage, costs or expenses which a signing party may sustain, incur or be required to pay by reason of the other party's acts, errors or omissions.
13. **Fares.** Fares for elderly and ADA eligible riders in 2017 will be \$4.00 for basic service and \$6.00 for premium service. Fares for Sunday service will be \$11.00 in 2017. Fares for the rural transportation will be established by Outagamie County.
14. **Insurance.** Valley Transit agrees that, in order to protect itself and the County, its Officers, Boards, Employees and Representatives under the indemnity provisions of the paragraph above, it will at all times during the term of this Contract keep in force as required at a minimum:

<u>Coverage</u>	<u>Limit</u>
1. Worker's Compensation Statutory	\$1,000,000 General Aggregate
2. Comprehensive General Liability	\$1,000,000 Each Occurrence
3. Auto Liability	\$1,000,000 CSL

Policies shall be issued by a company or companies authorized to do business in the State of Wisconsin and licensed by the Wisconsin Insurance Department. The County shall be given thirty (30) days advance notice of cancellation or non-renewal during the term of this Contract.

In the event any action, suit, or other proceeding is brought against the County upon any matter herein indemnified against, the County shall, within five (5) working days, give notice thereof to Valley Transit and shall cooperate with their attorneys in the defense of the action, suit or other proceeding.

15. **Discrimination.** In connection with the performance of work under this Agreement, Valley Transit agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, sexual orientation, developmental disability as defined in s51.01(5), Wisconsin Statutes, national origin, marital status, ancestry, arrest record, conviction record, or membership in the National Guard, State Defense Force or any reserve component of the military forces of the United States or this state. This provision shall include, but not be limited to, the following; employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and section for

## Intermunicipal Agreement cont'd

training, including apprenticeship. Valley Transit further agrees to take affirmative action to ensure equal employment opportunities.

16. **Conditions.** This Contract is contingent upon authorization of Wisconsin and United States law and any material amendment or repeal of the same affecting relevant funding, or authority of Outagamie County or the City of Appleton shall serve to terminate this Contract, except as further agreed to by the parties hereto. It is also contingent upon continued funding by Valley Transit and Outagamie County in its budgetary process in the option years of this Agreement and upon the City of Appleton continuing the operation of Valley Transit.
17. **Modification/Termination.** Failure to comply with any part of this agreement may be considered cause for revision, suspension, or termination.

Revision or modification of this agreement must be agreed to by all parties involved by an addendum signed by the authorized representative of both parties.

This agreement can be reopened if State and Federal funding regulations restrict the type of service that can be funded in any ADA or ancillary service component of the Valley Transit budget. This does not apply to the federal funding rate.



Intermunicipal Agreement cont'd

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016

APPROVED AS TO FORM:

\_\_\_\_\_  
JAMES WALSH  
CITY ATTORNEY

By: \_\_\_\_\_  
TIMOTHY M. HANNA, MAYOR

PROVISION HAS BEEN MADE TO PAY THE  
LIABILITY, WHICH WILL ACCRUE UNDER  
THE CONTRACT.

By: \_\_\_\_\_  
CITY OF APPLETON, CITY CLERK

\_\_\_\_\_  
ANTHONY SAUCERMAN  
DIRECTOR OF FINANCE

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016

By: \_\_\_\_\_  
THOMAS NELSON, COUNTY EXECUTIVE

APPROVED AS TO FORM:

By: \_\_\_\_\_  
ROSEMARY DAVIS, DIRECTOR, OUTAGAMIE  
COUNTY DEPARTMENT OF HUMAN SERVICES

\_\_\_\_\_  
JOSEPH P. GUIDOTE, JR.  
CORPORATION COUNSEL

**2017 INTERMUNICIPAL AGREEMENT IN ACCORDANCE WITH SECTION 66.0301, WISCONSIN  
STATUTES, BETWEEN THE CITY OF APPLETON AND WINNEBAGO COUNTY TO PROVIDE  
FOR COST SHARING OF TRANSIT SERVICE FOR ELDERLY AND DISABLED INDIVIDUALS**

**WHEREAS**, the Americans with Disabilities Act (hereinafter ADA), has resulted in an increase in trips provided by the City of Appleton's wholly owned transit service, Valley Transit, for individuals covered by the Act; and

**WHEREAS**, Winnebago County and the City of Appleton, in furtherance of the goals fostered by the ADA, wish to coordinate service to offset the increase in costs; and

**WHEREAS**, Winnebago County provides transportation services for clients of the Winnebago County Department of Community Programs requiring transport to sites of client service; and

**WHEREAS**, it has been determined to be beneficial to Valley Transit and Winnebago County, to have the City of Appleton, via Valley Transit assume the responsibility for the payment of certain urban and rural specialized transportation service routes; and

**WHEREAS**, Section 66.0301, Wisconsin Statutes, provides a means by which municipalities may agree to share the cost of mutually beneficial services; and

**WHEREAS**, the City of Appleton is the owner of Valley Transit and assumes responsibility for and direction of its operations; and

**WHEREAS**, Winnebago County assumes responsibility and direction of its operation;

**NOW, THEREFORE**, the City of Appleton and Winnebago County, by their respective authorized representatives, do hereby agree as follows:

**1. Cost Sharing Arrangements.**

**A. ADA Service**

Winnebago County agrees to pay the local share of ADA paratransit contract costs for trips originating in the Winnebago County portion of Valley Transit's ADA service area (all of that part of the City of Appleton which lies within Winnebago County, the Cities of Neenah and Menasha, the Village of Fox Crossing, and the area which is within 3/4 of a mile from all Valley Transit fixed routes within the Town of Neenah). The parties agree that approximately 18% of such trips occur in the Winnebago County portion of Valley Transit's service area. The parties further agree that, throughout this Agreement, wherever reference is made to Valley Transit having obligations or responsibilities, the City of Appleton, as the contracting party and the owner of Valley Transit assures the compliance of Valley Transit with all of these duties and responsibilities.

The formula for computing Winnebago County's actual ADA funding contribution will be as follows:

$$\begin{array}{rcl} & \text{Winnebago County Rides x Contract Cost} & \\ + & \text{Administrative Charges (18\%)} & \\ - & \text{Federal Share} & \\ - & \text{State Share} & \\ - & \text{Farebox Revenues} & \\ = & \text{Winnebago County's Estimated ADA Funding Requirement} & \end{array}$$

In 2017, Valley Transit estimates 102,000 ADA rides of which it is estimated that 18% will originate in Winnebago County. The base contract cost per ride is estimated to average \$16.77 on a monthly basis with a separate cost for administrative expenses. The Federal and State shares are estimated to be 28.5% and 28.5% respectively; therefore Winnebago County's estimated funding requirement will be:

## Intermunicipal Agreement cont'd

\$ 307,897	Costs (18,360 rides at \$16.77 per ride)
34,919	18% of admin charges
(97,703)	Federal Share
(97,703)	State Share
<u>(88,128)</u>	Fares (17,820 rides at \$4.80 per ride)
\$ 59,282	Estimated funding

Winnebago County's actual costs will be based on actual ridership, contract costs per ride (including fuel), federal share, state share, and fares in 2017. The full percentage of federal and state shares received by Valley Transit for transit funding assistance shall be applied to this service. All fares received as payment for the Winnebago County service shall also be applied in this formula. For 2017 the parties agree that Winnebago County's liability for all paratransit service will be capped at the full costs of its ancillary programs.

### B. *Sunday Service*

As part of the service contract for ADA rides, Valley Transit will also provide rides on Sunday to ADA eligible passengers. The service will be provided in the same service area described earlier. The formula for computing Winnebago County's actual contribution for this ancillary service will be based on the following:

$$\begin{aligned} & \text{Winnebago County Rides} \times \text{Contract Cost} \\ & - \text{Federal Share} \\ & - \text{State Share} \\ & - \text{Farebox Revenue} \\ & + \text{Local Surcharge (1/3 of Federal plus 1/3 of State Share)} \\ & = \text{Winnebago County's Estimated Ancillary Funding Requirement} \end{aligned}$$

The basic contract cost for Sunday service (including fuel) is estimated to be \$16.77 per ride plus fuel. In 2017, Valley Transit estimates 84 Winnebago County Sunday trips with estimated costs as follows:

\$ 1,409	Sunday Costs (84 x \$16.77)
(401)	Federal Share
(401)	State Share
(924)	Fares (84 x \$11.00/ride)
<u>\$ 268</u>	Local Surcharge (1/3 of Federal plus 1/3 of State Share)
\$ (49)	Estimated funding

Here again, actual County costs will be based on actual ridership, contract costs per ride (including fuel surcharge), federal share, state share and fares in 2017. The full percentage of federal and state shares received by Valley Transit for transit funding assistance shall be applied in this formula. All fares received as payment for the Winnebago County service shall also be applied in this formula.

### C. *County Specialized Transportation Service*

## Intermunicipal Agreement cont'd

Finally, as part of this agreement, Valley Transit will be the funding mechanism for Winnebago County's Heritage program. This services will be managed by Valley Transit separately from Valley Transit's ADA paratransit (which combines with Sunday service) contract service.

The formula for computing Winnebago County's funding contribution will be as follows:

$$\begin{aligned} & \text{Cost of Service} \\ & - \text{Federal Share (5310 funding)} \\ & - \text{State Share (estimated at 28.5\%)} \\ & + \text{Administrative charge} \\ & = \text{Winnebago County's Estimated Specialized Transportation Funding Requirement} \end{aligned}$$

Estimated funding for 2017's Heritage program is:

\$ 10,920	Costs (780 x \$14.00)
(2,253)	Federal Share
(3,112)	State Share
(2,730)	Fares (780 x \$3.50/ride)
<u>\$ 1,092</u>	Administrative charge
\$ 3,917	Estimated funding

2. **Method of Payment.** Winnebago County will pay Valley Transit the gross cost of ADA mandated paratransit and ADA optional paratransit service on a quarterly basis. Valley Transit will invoice for this service. Federal and State operating assistance will be reimbursed to Winnebago County on a quarterly basis.

Winnebago County will pay Valley Transit monthly the Heritage program based on the billings received from the provider. Valley Transit will invoice for this service also. Payments are due 30 days from the invoice date. Interest will accrue at a rate of 18% per year (1.5% per month) thereafter.

3. **Service Criteria.**

*ADA Service.* Service to people with disabilities will be provided Monday through Friday 5:30 a.m. to 10:30 p.m., and Saturdays 7:30 a.m. to 10:30 p.m.

*Sunday Service.* Service to people with disabilities will be provided on Sundays, 7:30 a.m. to 2:00 p.m.

*General.* There will be no service on six of the holidays where Valley Transit does not operate (Christmas, New Years, Labor Day, Memorial Day, July 4th, and Thanksgiving). All elderly will be basic service and the ADA paratransit will be in compliance with ADA regulation, 49 CFR Section 37.131.

4. **Eligibility.**

*Sunday ADA.* Sunday service will be available to all ADA eligible people.

*ADA Service.* ADA eligibility is consistent with the ADA regulations, 49 CFR Section 37.125. The service will allow advance reservation up to 14 days in advance of a trip and ensure that ADA subscription trips not absorb more than 50 per cent of the ADA trips at a given time unless modified by both parties to this contract.

5. **Length of Agreement.** This agreement shall be in effect commencing on January 1, 2017 through December 31, 2017.

**Intermunicipal Agreement cont'd**

6. **Statistical Reports.** Valley Transit agrees to provide the County information sufficient to complete the Winnebago County semi-annual reports for submission to the Wisconsin Department of Transportation as a requirement of the Section 85.21 transportation assistance program. The information submitted must pertain to the service identified in this agreement and must be provided in a timely manner. Valley Transit will also provide to the County all other reasonable ridership or financial information which the County requests.
7. **Safety.** Valley Transit will monitor the safety and operational requirements of its contracted ADA, elderly, Sunday and Heritage service. In the event that the parties agree to contract with a third party for random safety and operational checks, the contract costs for such checks will be paid for by Winnebago County.
8. **Audit.** Valley Transit will include audit costs for its contracted ADA service in its budget without impact on Winnebago County's cost. However, any audits required for ancillary services will be added to the total cost of those services, and Winnebago County's cost impact will be as described in Section 1 above. Valley Transit shall establish and maintain accounts for the specialized transportation services receiving funding under this agreement. The accounts shall distinguish the costs of this transportation service from any other service.
9. **Records.** Valley Transit shall maintain such records as necessary for a period of three years from the close of the Federal fiscal year to which they pertain, which said record keeping will enable Valley Transit to meet any responsibilities it may have to the state and federal government.
10. **Inspection.** Valley Transit will allow inspection of records and programs, insofar as it is permitted by state and federal law, by representatives of Winnebago County, the Area Agency on Aging, the Department of Health and Social services and its authorized agents, and federal agencies, in order to confirm Valley Transit's compliance with the specifications of this agreement.
11. **Disclosure.** The use or disclosure by any party of any information concerning eligible clients who receive services for any purpose not connected with the administration of the service under this Contract is prohibited except with the informed, written consent of the eligible client or the client's legal guardian.
12. **Indemnification.** Each party to this agreement agrees to indemnify, save harmless and defend the other party from and against all liability, loss, damage, costs or expenses which a signing party may sustain, incur or be required to pay by reason of the other party's acts, errors or omissions.
13. **Fares.** Fares for elderly and ADA eligible riders in 2017 will be \$4.00 for basic service and \$6.00 for premium service. Fares for Sunday hours will be \$11.00 in 2017.
14. **Insurance.** Valley Transit agrees that, in order to protect itself and the County, its Officers, Boards, Employees and Representatives under the indemnity provisions of the paragraph above, it will at all times during the term of this Contract keep in force as required at a minimum:

Coverage

1. Worker's Compensation Statutory
2. Comprehensive General Liability
3. Auto Liability

Limit

- \$1,000,000 General Aggregate
- \$1,000,000 Each Occurrence
- \$1,000,000 CSL

Policies shall be issued by a company or companies authorized to do business in the State of Wisconsin and licensed by the Wisconsin Insurance Department. The County shall be given thirty (30) days advance notice of cancellation or non-renewal during the term of this Contract.

In the event any action, suit, or other proceeding is brought against the County upon any matter herein indemnified against, the County shall, within five (5) working days, give notice thereof to Valley Transit and shall cooperate with their attorneys in the defense of the action, suit or other proceeding.

**Intermunicipal Agreement cont'd**

15. **Discrimination.** In connection with the performance of work under this Agreement, Valley Transit agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, sexual orientation, developmental disability as defined in s51.01(5), Wisconsin Statutes, national origin, marital status, ancestry, arrest record, conviction record, or membership in the National Guard, State Defense Force or any reserve component of the military forces of the United States or this state. This provision shall include, but not be limited to, the following; employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and section for training, including apprenticeship. Valley Transit further agrees to take affirmative action to ensure equal employment opportunities.
16. **Conditions.** This Contract is contingent upon authorization of Wisconsin and United States law and any material amendment or repeal of the same affecting relevant funding, or authority of Winnebago County or the City of Appleton shall serve to terminate this Contract, except as further agreed to by the parties hereto. It is also contingent upon continued funding by Valley Transit and Winnebago County in its budgetary process in the option years of this Agreement and upon the City of Appleton continuing the operation of Valley Transit.
17. **Modification/Termination.** Failure to comply with any part of this agreement may be considered cause for revision, suspension, or termination.

Revision or modification of this agreement must be agreed to by all parties involved by an addendum signed by the authorized representative of both parties.

This agreement can be reopened if State and Federal funding regulations restrict the type of service that can be funded in any ADA or ancillary service component of the Valley Transit budget. This does not apply to the federal funding rate.

**Intermunicipal Agreement cont'd**

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

APPROVED AS TO FORM:

\_\_\_\_\_  
JAMES WALSH  
CITY ATTORNEY

By: \_\_\_\_\_  
TIMOTHY M. HANNA, MAYOR

PROVISION HAS BEEN MADE TO PAY THE  
LIABILITY, WHICH WILL ACCRUE UNDER  
THE CONTRACT.

By: \_\_\_\_\_  
CITY OF APPLETON, CITY CLERK

\_\_\_\_\_  
ANTHONY SAUCERMAN  
DIRECTOR OF FINANCE

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016

By: \_\_\_\_\_  
MARK HARRIS, COUNTY EXECUTIVE

\_\_\_\_\_  
SUE ERTMER  
COUNTY CLERK

**2017 INTERMUNICIPAL AGREEMENT IN ACCORDANCE WITH SECTION 66.0301, WISCONSIN  
STATUTES, BETWEEN THE CITY OF APPLETON AND CALUMET COUNTY TO PROVIDE FOR  
COST SHARING OF TRANSIT SERVICE FOR ELDERLY AND DISABLED INDIVIDUALS**

**WHEREAS**, the Americans with Disabilities Act (hereinafter ADA), has resulted in an increase in trips provided by the City of Appleton's wholly owned transit service, Valley Transit, for individuals covered by the Act; and

**WHEREAS**, Calumet County and the City of Appleton, in furtherance of the goals fostered by the ADA, wish to coordinate service to offset the increase in costs; and

**WHEREAS**, Section 66.0301, Wisconsin Statutes, provides a means by which municipalities may agree to share the cost of mutually beneficial services; and

**WHEREAS**, the City of Appleton is the owner of Valley Transit and assumes responsibility for and direction of its operations;

**NOW, THEREFORE**, the City of Appleton and Calumet County, by their respective authorized representatives, do hereby agree as follows:

**1. Cost Sharing Arrangements.**

*A. ADA and Sunday Service*

Calumet County agrees to pay the local share of ADA and Sunday paratransit contract costs for trips originating in the Calumet County portion of Valley Transit's ADA service area (all of that part of the Cities of Appleton and Menasha which lies within Calumet County, and the area which is within 3/4 of a mile from all Valley Transit fixed routes within the Town of Harrison). The parties agree that approximately 4% of such trips occur in the Calumet County portion of Valley Transit's service area. The parties further agree that, throughout this Agreement, wherever reference is made to Valley Transit having obligations or responsibilities, the City of Appleton, as the contracting party and the owner of Valley Transit assures the compliance of Valley Transit with all of these duties and responsibilities.

The formula for computing Calumet County's actual ADA funding contribution will be as follows:

$$\begin{array}{rcl} & \text{Calumet County Rides x Contract Cost} & \\ + & \text{Administrative Charges (4\%)} & \\ - & \text{Federal Share} & \\ - & \text{State Share} & \\ - & \text{Farebox Revenues} & \\ = & \text{Calumet County's Estimated ADA Funding Requirement} & \end{array}$$

In 2017, Valley Transit estimates 102,000 ADA rides of which it is estimated that 4% will originate in Calumet County. The base contract cost per ride is estimated to average \$16.77 with a separate charge for administrative expenses. The Federal and State shares are estimated to be 28.5% and 28.5% respectively; therefore Calumet County's estimated funding requirements will be:



\$68,422	Costs (4,080 rides at \$16.77 per ride)
7,760	Administrative charges (4%)
(21,712)	Federal Share
(21,712)	State Share
<u>\$ (19,584)</u>	Fares (4,080 rides at \$4.80 per ride)
\$ 13,174	Estimated funding

Calumet County's actual costs will be based on actual ridership, contract costs (including fuel), federal share, state share, and fares in 2017. The full percentage of federal and state shares received by Valley Transit for transit funding assistance shall be applied to this service. All fares received as payment for the Calumet County service shall also be applied in this formula.

**B. *Elderly and Sunday Service***

As part of the service contract for ADA rides, Valley Transit will also provide rides on Sundays to ADA eligible and the elderly (non-ADA eligible). Calumet County may require certification of elderly riders for eligibility of this service. The service will be provided in the same service area described earlier. The formula for computing Calumet County's actual contribution for this ancillary service will be based on the following:

$$\begin{aligned}
 & \text{Calumet County Rides x Contract Cost} \\
 & - \text{Federal Share} \\
 & - \text{State Share} \\
 & - \text{Farebox Revenue} \\
 & + \text{Local Surcharge (1/3 of Federal plus 1/3 State Share)} \\
 & \hline
 & = \text{Calumet County's Estimated Ancillary Funding Requirement}
 \end{aligned}$$

The contract costs (including fuel) for elderly rides will be \$16.77; Sunday service will be \$16.77. In 2017, Valley Transit estimates 175 Calumet County elderly trips and 36 Sunday trips with estimated costs as follows:

\$2,935	Elderly Costs (175 x \$16.77)
(836)	Federal Share
(836)	State Share
(700)	Fares (175 x \$4.00/ride)
<u>\$ 558</u>	Local Surcharge (1/3 of Federal plus 1/3 of State Share)
\$ 1,121	Estimated funding

\$ 604	Sunday Costs (36 x \$16.77)
(172)	Federal Share
(172)	State Share
(396)	Fares (36 x \$11.00/ride)
<u>\$ 115</u>	Local Surcharge (1/3 of Federal plus 1/3 of State Share)
\$ (21)	Estimated funding

Here again, actual County costs will be based on actual ridership, contract costs per ride, federal share, state share and fares in 2017. The full percentage of federal and state shares received by Valley Transit for transit funding assistance shall be applied in this formula. All fares received as payment for the Calumet County service shall also be applied in this formula.

C. *Other Ancillary Transportation Service*

- 1) As part of this agreement, Valley Transit will be the funding mechanism for the rural van service. This service will be managed by Calumet County separately from Valley Transit's ADA paratransit (which combines with elderly, Sunday, and evening service) contract service which Valley Transit will manage.

The formula for computing Calumet County's funding contribution will be as follows:

Cost of Service  
 - Federal Share  
 - State Share  
 - Fares  
+ Local Surcharge (1/2 of Federal plus 1/2 of State Share)  
 = Calumet County's Estimated Ancillary Funding Requirement

In 2017 the cost estimate is as follows:

\$ 43,700	Costs
(12,455)	Federal Share
(12,455)	State Share
(16,800)	Fares
<u>\$ 12,455</u>	Local Surcharge (1/2 of Federal plus 1/2 of State Share)
\$ 14,445	Estimated funding

2. **Method of Payment.** Calumet County will pay Valley Transit the gross cost of ADA mandated paratransit, ADA optional paratransit, and elderly (non-ADA eligible) service on a quarterly basis upon receipt by Valley Transit of quarterly ridership reports. Valley Transit will invoice for this service. Federal and State operating assistance will be reimbursed to Calumet County on a quarterly basis.

Calumet County will pay Valley Transit monthly for the other Ancillary Services based on billings received from the provider. Valley Transit will invoice for this service also. All payments are due 30 days from the invoice date. Interest will accrue at a rate of 18% per year (1.5% per month) thereafter.

3. **Service Criteria.**

*Elderly Service.* Service to the elderly will be provided between the hours of 9:00 a.m. and 5:00 p.m. Monday through Friday.

*ADA Service.* Service to people with disabilities will be provided Monday through Friday 5:30 a.m. to 10:30 p.m., and Saturdays 7:30 a.m. to 10:30 p.m.

*Sunday Service.* Service to people with disabilities will be provided on Sundays, 7:30 a.m. to 2:00 p.m.

*General.* There will be no service on six of the holidays where Valley Transit does not operate (Christmas, New Years, Labor Day, Memorial Day, July 4th, and Thanksgiving). All elderly service will be basic and the ADA paratransit will be in compliance with ADA regulation, 49 CFR Section 37.131.

4. **Eligibility.**

*Elderly Service.* Service will be provided to the elderly (those persons age 60 and over who are not eligible for ADA services), although Calumet County will encourage the use of Valley Transit's fixed route service when possible.

*Sunday ADA.* Sunday service will be available to ADA eligible persons.

*ADA Service.* ADA eligibility is consistent with the ADA regulations, 49 CFR Section 37.125. The service will allow advance reservation up to 14 days in advance of a trip and ensure that ADA subscription trips not absorb more than 50 per cent of the ADA trips at a given time unless modified by both parties to this contract.

5. **Length of Agreement.** This agreement shall be in effect commencing on January 1, 2017 through December 31, 2017.
6. **Statistical Reports.** Valley Transit agrees to provide the County information sufficient to complete the Calumet County semi-annual reports for submission to the Wisconsin Department of Transportation as a requirement of the Section 85.21 transportation assistance program. The information submitted must pertain to the service identified in this agreement and must be provided in a timely manner. Valley Transit will also provide to the County all other reasonable ridership or financial information which the County requests.
7. **Safety.** Valley Transit will use internal staff to monitor the safety and operational requirements of its contracted ADA, elderly, Sunday and evening service and Calumet County Van Service.
8. **Audit.** Valley Transit will include audit costs for its contracted ADA service in its budget without impact on Calumet County's cost. Valley Transit shall establish and maintain accounts for the specialized transportation services receiving funding under this agreement. The accounts shall distinguish the costs of this transportation service from any other service.
9. **Records.** Valley Transit shall maintain such records as necessary for a period of three years from the close of the Federal fiscal year to which they pertain, which said record keeping will enable Valley Transit to meet any responsibilities it may have to the state and federal government.
10. **Inspection.** Valley Transit will allow inspection of records and programs, insofar as it is permitted by state and federal law, by representatives of Calumet County, the Area Agency on Aging, the Department of Health and Social Services and its authorized agents, and federal agencies, in order to confirm Valley Transit's compliance with the specifications of this agreement.
11. **Disclosure.** The use or disclosure by any party of any information concerning eligible clients who receive services for any purpose not connected with the administration of the service under this Contract is prohibited except with the informed, written consent of the eligible client or the client's legal guardian.

12. **Indemnification.** Each party to this agreement agrees to indemnify, save harmless and defend the other party from and against all liability, loss, damage, costs or expenses which a signing party may sustain, incur or be required to pay by reason of the other party's acts, errors or omissions.
13. **Fares.** Fares for elderly and ADA eligible riders in 2017 will be \$4.00 for curb-to-curb service and \$6.00 for premium service. Fares for Sunday service will be \$11.00 in 2017.
14. **Insurance.** Valley Transit agrees that, in order to protect itself and the County, its Officers, Boards, Employees and Representatives under the indemnity provisions of the paragraph above, it will at all times during the term of this Contract keep in force as required at a minimum:

<u>Coverage</u>	<u>Limit</u>
1. Worker's Compensation Statutory	\$1,000,000 General Aggregate
2. Comprehensive General Liability	\$1,000,000 Each Occurrence
3. Auto Liability	\$1,000,000 CSL

Policies shall be issued by a company or companies authorized to do business in the State of Wisconsin and licensed by the Wisconsin Insurance Department. The County shall be given thirty (30) days advance notice of cancellation or non-renewal during the term of this Contract.

In the event any action, suit, or other proceeding is brought against the County upon any matter herein indemnified against, the County shall, within five (5) working days, give notice thereof to Valley Transit and shall cooperate with their attorneys in the defense of the action, suit or other proceeding.

15. **Discrimination.** In connection with the performance of work under this Agreement, Valley Transit agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, sexual orientation, developmental disability as defined in s51.01(5), Wisconsin Statutes, national origin, marital status, ancestry, arrest record, conviction record, or membership in the National Guard, State Defense Force or any reserve component of the military forces of the United States or this state. This provision shall include, but not be limited to, the following; employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and section for training, including apprenticeship. Valley Transit further agrees to take affirmative action to ensure equal employment opportunities.
16. **Conditions.** This Contract is contingent upon authorization of Wisconsin and United States law and any material amendment or repeal of the same affecting relevant funding, or authority of Calumet County or the City of Appleton shall serve to terminate this Contract, except as further agreed to by the parties hereto. It is also contingent upon continued funding by Valley Transit and Calumet County in its budgetary process in the option years of this Agreement and upon the City of Appleton continuing the operation of Valley Transit.
17. **Modification/Termination.** Failure to comply with any part of this agreement may be considered cause for revision, suspension, or termination.

Revision or modification of this agreement must be agreed to by all parties involved by an addendum signed by the authorized representative of both parties.

This agreement can be reopened if State and Federal funding regulations restrict the type of service that can be funded in any ADA or ancillary service component of the Valley Transit budget. This does not apply to the federal funding rate.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016  
CITY OF APPLETON

APPROVED AS TO FORM:

\_\_\_\_\_  
JAMES WALSH  
CITY ATTORNEY

By: \_\_\_\_\_  
TIMOTHY M. HANNA, MAYOR

PROVISION HAS BEEN MADE TO PAY THE  
LIABILITY, WHICH WILL ACCRUE UNDER  
THE CONTRACT.

By: \_\_\_\_\_  
CITY OF APPLETON, CITY CLERK

\_\_\_\_\_  
ANTHONY SAUCERMAN  
DIRECTOR OF FINANCE

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016

CALUMET COUNTY

By: \_\_\_\_\_  
TODD ROMENESKO, CALUMET COUNTY ADMINISTRATOR

APPROVED AS TO FORM:

\_\_\_\_\_  
DAWN N. KLOCKOW, CORPORATION COUNSEL

**2017 INTERMUNICIPAL AGREEMENT PURSUANT TO SECTION 66.0301  
OF THE WISCONSIN STATUTES BETWEEN THE CITIES OF  
APPLETON AND NEENAH AND THE VILLAGE OF FOX CROSSING,  
SAID AGREEMENT TO PROVIDE FOR COST-SHARING  
OF TRANSIT SERVICES FOR THE ELDERLY**

WHEREAS, the City of Appleton, the owner of Valley Transit, assumes responsibility for and direction of its operations, and

WHEREAS, the City of Neenah and the Village of Fox Crossing operate Northern Winnebago Dial-A-Ride, a transportation program (hereinafter referred to as "DIAL-A-RIDE") for the benefit of the elderly of the Cities of Neenah and Menasha, and the Village of Fox Crossing, and

WHEREAS, the Cities of Appleton and Neenah and the Village of Fox Crossing wish to coordinate services to maximize outside revenue sources.

NOW, THEREFORE, the Cities of Appleton and Neenah and the Village of Fox Crossing by their respective representatives, do hereby agree as follows:

1. **COST-SHARING AGREEMENT.**

Expenses for the Dial-A-Ride program will be shared based on the following formula:

Dial-A-Ride x Contract Cost  
- Federal Share  
- State Share  
- Farebox Revenues  
+ Administrative Charge  
= City of Neenah and Village of Fox Crossing Estimated Contribution

Valley Transit, the City of Neenah and the Village of Fox Crossing estimate that there will be 10,000 rides in 2017. Cost estimates are as follows:

10,000 x \$14.00	= \$ 140,000	Cost for Dial-A-Ride
	- 69,389	Federal and State Share
	- 35,000	Fares (\$3.50)
	<u>+14,000</u>	Administrative Charge
	\$49,611	City of Neenah and Village of Fox Crossing Estimated Contribution*

Actual costs will be based on actual ridership, federal share, state share, and fares in 2017.

\*This cost figure is illustrative given that the amounts used in the formula are estimates.

2. **METHOD OF PAYMENT.** Payment by Valley Transit to the contractor will be made monthly based on ridership information provided by the City of Neenah and the Village of Fox Crossing to Valley Transit. Valley Transit will invoice the City of Neenah and the Village of Fox Crossing for its contribution on a monthly basis.

3. **LENGTH OF AGREEMENT.** This agreement shall be for the calendar year 2017. Renewal shall occur upon mutual agreement by the parties 30 days prior to the termination date of this contract.

4. **PROGRAM ADMINISTRATION AND REPORTING.** Valley Transit, the City of Neenah and the Village of Fox Crossing shall be responsible for administration of the Dial-A-Ride Program.

5. **INSPECTION.** Both parties agree to allow inspection of each other's records and books so far as permitted by law. Record inspection shall be allowed upon reasonable notice in order to confirm compliance with the terms and conditions of this agreement.

6. **AUDIT.** Any audits required for Dial-A-Ride services will be added to the total cost of those services, and the City of Neenah's and the Village of Fox Crossing's cost impact will be as described in Section 1 above. Valley Transit shall establish and maintain accounts for the specialized transportation services receiving funding under this agreement. The accounts shall distinguish the costs of this transportation service from any other service.

7. **INDEMNIFICATION.** Each party to this agreement agrees to indemnify, save harmless and defend the other party from and against all liability, loss, damage, costs or expenses which a signing party may sustain, incur or be required to pay by reason of the other party's acts, errors or omissions.

8. **INSURANCE.** The Cities of Appleton and Neenah and the Village of Fox Crossing agree at all times during the existence of this Agreement to keep in force the following insurance coverages:

<b><u>Coverage</u></b>	<b><u>Limit</u></b>
Worker's Compensation	Statutory Limit
Comprehensive General Liability	\$1,000,000 Each Occurrence
Auto Liability	\$1,000,000 CSL

9. **DISCRIMINATION.** In connection with the performance of work under this agreement, the Cities of Appleton and Neenah and the Village of Fox Crossing agree not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, sexual orientation, development disability as defined in §5101 (5), Wis. Stats., national origin, marital status, ancestry, arrest record, conviction record, or membership in the National Guard, State Defense Force or any reserve component of the military forces of the United States or this State. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other form of compensation; and section for training, including apprenticeship. Valley Transit further agrees to take affirmative action to ensure equal employment opportunities.

10. **CONDITIONS.** This agreement is contingent upon authorization of Wisconsin and United States law and any material amendment or repeal of the same affecting relevant funding, or authority of the Cities of Appleton and Neenah and the Village of Fox Crossing shall serve to terminate this agreement.

11. **MODIFICATION/TERMINATION.** Failure to comply with any material part of this agreement may be considered cause for revision, suspension, or termination.

Revision or modification of this agreement must be agreed to by all parties involved by a written addendum signed by the authorized representatives of each party.

IN WITNESS WHEREOF the parties have executed this Agreement this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

CITY OF APPLETON:

Approved as to form:

By: \_\_\_\_\_  
Timothy Hanna, Mayor

BY: \_\_\_\_\_  
James P. Walsh, City Attorney

BY: \_\_\_\_\_  
Kami Lynch, City of Appleton City Clerk

Provision has been made to pay the liability,  
Which will accrue under this contract.

BY: \_\_\_\_\_  
Anthony Saucerman, Director of Finance

CITY OF NEENAH:

Approved as to form:

BY: \_\_\_\_\_  
Dean Kaufert, Mayor

BY: \_\_\_\_\_  
James G. Godlewski, City Attorney

BY: \_\_\_\_\_  
Patricia A. Sturn, City Clerk

Village of Fox Crossing:

Approved as to form:

BY: \_\_\_\_\_  
Dale Youngquist, Village President

BY: \_\_\_\_\_  
Andy Rossmeissl, Village Attorney

BY: \_\_\_\_\_  
Karen Backman, Village Clerk



## COMPARATIVE RIDERSHIP BY FARE CATEGORY

	REGULAR CASH	YOUTH CASH	S/D CASH	REGULAR 10 RIDE TICKETS	S/D 10 RIDE TICKETS	30 DAY REG	30 DAY YOUTH	30 DAY S/D	DAYPASS SOLD	DAYPASSES REDEEMED	YOUTH GROUP	AASD	FVTC	OTHER SPEC. FARES	TOTAL PAID RIDES	FREE	TRANSFER	GRAND TOTAL RIDES
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January-15	9,276	483	3,733	9,077	4,517	9,511	406	11,308	559	1,958	9	20,685	5,873	367	77,762	1,512	13,964	93,238
January-16	7,515	1,763	3,338	6,521	3,592	7,958	1,039	10,259	567	2,278	3	17,615	7,006	577	70,032	1,145	12,120	83,297
% CHG	-19.0%	265.0%	-10.6%	-28.2%	-20.5%	-16.3%	155.9%	-9.3%	1.4%	16.4%	-66.7%	-14.8%	19.3%	57.2%	-9.9%	-24.3%	-13.2%	-10.7%
February-15	8,026	568	3,616	7,637	3,959	8,816	562	10,662	580	2,044	5	20,958	8,747	403	76,563	1,178	12,678	90,439
February-16	7,767	1,771	3,521	6,886	3,493	8,202	1,034	11,144	750	2,825	14	17,177	8,973	593	73,960	1,083	12,247	87,280
% CHG	-3.2%	211.8%	-2.6%	-12.5%	-11.8%	-7.0%	84.0%	4.5%	29.3%	38.2%	180.0%	-18.0%	2.6%	47.1%	-3.4%	-8.1%	-3.4%	-3.5%
March-15	8,843	1,106	4,079	7,960	4,612	9,771	796	12,357	597	2,237	26	20,538	8,908	317	82,147	1,498	13,271	96,916
March-16	8,110	2,168	4,004	6,918	4,410	8,483	1,069	12,280	809	3,371	17	15,369	8,405	371	75,784	1,310	13,354	90,448
% CHG	-8.3%	96.0%	-1.8%	-13.1%	-4.4%	-13.2%	34.3%	-0.6%	35.5%	50.7%	-34.6%	-25.2%	-5.6%	17.0%	-7.7%	-12.6%	0.8%	-12.6%
April-15	8,754	1,173	4,189	6,801	4,180	9,105	771	12,478	650	2,487	45	18,147	9,117	320	78,017	1,666	15,153	94,836
April-16	7,534	2,110	3,789	6,648	4,196	8,722	1,094	11,243	696	3,046	160	17,324	8,427	486	75,475	1,744	12,594	89,813
% CHG	-13.9%	79.9%	-9.5%	0.7%	0.4%	-4.2%	41.9%	-9.9%	7.1%	22.5%	255.6%	-4.5%	-7.6%	51.9%	-3.3%	4.7%	-16.9%	-5.3%
May-15	7,754	1,339	3,637	6,076	4,096	8,686	523	12,159	633	2,609	75	18,591	7,402	265	73,845	1,946	13,408	89,199
May-16	7,111	2,174	3,603	5,621	3,790	8,449	854	11,359	720	2,887	2	16,889	7,871	405	71,735	2,755	12,000	86,490
% CHG	-8.3%	62.4%	-0.9%	-7.5%	-7.5%	-2.7%	63.3%	-6.6%	13.7%	10.7%	-97.3%	-9.2%	6.3%	52.8%	-2.9%	41.6%	-10.5%	-3.0%
June-15	7,930	2,654	3,871	6,234	3,866	8,922	941	11,740	650	2,864	31	3,591	4,724	6	58,024	1,858	14,432	74,314
June-16	7,775	3,008	3,787	6,306	3,828	8,000	1,015	11,346	682	2,803	25	1,698	6,071	36	56,380	2,420	12,908	71,708
% CHG	-2.0%	13.3%	-2.2%	1.2%	-1.0%	-10.3%	7.9%	-3.4%	4.9%	-2.1%	-19.4%	-52.7%	28.5%	500.0%	-2.8%	30.2%	-10.6%	-3.5%
July-15	8,428	2,482	3,789	6,424	4,020	8,581	1,155	12,147	707	3,464	138	3	4,814	2	56,134	2,066	12,434	70,634
July-16	7,323	2,974	3,847	5,845	3,605	7,471	898	10,202	664	2,755	50	7	5,795	15	51,451	1,771	12,112	66,334
% CHG	-13.1%	20.8%	1.5%	-9.0%	-10.3%	-12.9%	-22.3%	-16.0%	-6.1%	-20.5%	-63.8%	133.3%	20.4%	650.0%	-8.3%	-14.3%	-2.6%	-7.5%
August-15	8,651	2,665	3,901	7,556	4,102	8,408	1,755	11,993	656	2,803	22	63	5,738	10	58,323	1,708	12,282	72,313
August-16	8,698	3,230	4,043	6,200	3,788	8,356	1,184	12,372	745	3,258	22	119	8,393	4	60,412	3,856	13,328	77,596
% CHG	0.5%	21.2%	3.6%	-17.9%	-7.7%	-0.6%	-32.5%	3.2%	13.6%	16.2%	0.0%	88.9%	46.3%	-60.0%	3.6%	125.8%	8.5%	7.3%
September-15	16,393	1,522	3,703	6,419	3,931	7,914	910	11,425	696	2,866	32	14,044	10,353	392	80,620	3,268	11,677	95,565
September-16	14,829	1,721	3,605	5,759	3,987	6,992	837	11,540	682	2,820	1	14,360	10,325	498	78,576	2,081	11,147	91,804
% CHG	-8.5%	13.1%	-2.8%	-10.3%	1.4%	-11.7%	-8.0%	1.0%	-2.0%	-2.3%	-96.9%	6.7%	-0.3%	27.0%	-2.5%	-36.3%	-4.5%	-3.9%
October-15	8,614	1,996	4,294	6,805	4,486	9,121	1,474	13,712	841	3,393	0	17,028	11,981	512	84,257	2,993	13,723	100,973
October-16	7,486	2,095	3,875	6,132	4,190	8,023	1,152	12,509	773	3,092	82	15,325	11,004	458	76,176	2,051	11,852	90,079
% CHG	-13.3%	5.0%	-9.8%	-9.9%	-6.6%	-12.0%	-21.8%	-8.8%	-8.1%	-8.9%	#DIV/0!	-10.0%	-8.2%	-10.5%	-9.6%	-31.5%	-13.6%	-10.8%
November-15	7,554	1,981	4,003	5,856	3,972	8,687	1,158	11,385	698	2,622	8	18,010	10,294	495	76,623	1,444	12,383	90,450
November-16	8,754	1,911	3,359	5,834	3,885	8,939	1,160	11,559	685	3,021	4	15,508	10,148	452	75,219	1,962	10,984	88,185
% CHG	15.9%	-3.5%	-16.1%	-0.4%	-2.2%	4.1%	0.2%	1.5%	-1.9%	15.2%	-50.0%	-13.9%	-1.4%	-8.7%	-1.8%	37.3%	-11.3%	-2.5%
December-15	7,673	2,167	4,202	5,844	3,794	8,351	1,022	11,821	727	2,860	27	14,958	8,986	404	72,846	1,365	12,456	86,667
December-16	10,651	1,910	3,269	5,902	3,463	9,062	945	10,620	734	0	6	13,062	8,191	324	68,169	1,800	2,070	72,039
% CHG	38.8%	-11.9%	-22.2%	1.0%	-8.7%	8.7%	-7.5%	-10.2%	1.0%	-100.0%	-77.8%	-12.7%	-8.8%	-19.8%	-6.4%	31.9%	-83.4%	-16.9%
YTD 2015	107,896	20,116	47,017	82,489	49,535	105,783	11,473	143,187	7,994	32,227	418	166,616	96,937	3,493	875,181	22,502	157,861	1,055,544
YTD 2016	103,533	26,635	44,040	74,372	46,227	98,687	12,281	136,433	8,507	32,157	386	145,073	100,609	4,219	833,359	23,998	136,716	994,073
% CHG	-4.0%	33.4%	-6.3%	-9.8%	-6.7%	-6.7%	7.0%	-4.7%	6.4%	-0.2%	-7.7%	-12.9%	3.8%	20.8%	-4.8%	6.6%	-13.4%	-5.8%

\*Library Pass-time recorded as Reg. Cash as Library Foundation paying after the fact.

\*\*Under (Key D) recorded as Reg. Cash

\*\*\*Other tickets sold include single ride reg, single ride S/D, freedom pass

\*\*\*\* TransCommuter Pass, Reg, Youth, Senior, Student, and Corporate Ridership by Fare xls



# COMPARATIVE RIDERSHIP BY FARE CATEGORY

Connecting the Fox Cities

	OTHER TICKETS SOLD	REG 10 RIDE TICKETS SOLD	S/D 10 RIDE TICKETS SOLD	30 DAY REG SOLD	30 DAY YOUTH	30 DAY S/D SOLD	CASH REVENUE	PRE-PAID REVENUE	TOTAL REVENUE
January-15	378	589	448	171	18	194	\$22,732.85	\$60,644.00	\$83,376.85
January-16	1,282	991	326	190	25	205	\$21,553.19	\$35,084.75	\$56,647.94
% CHG	239.2%	68.3%	-27.2%	11.1%	38.9%	5.7%	-5.2%	-42.1%	-32.1%
February-15	3,546	1,340	448	198	13	209	\$22,578.78	\$35,971.40	\$58,551.18
February-16	3,310	475	371	182	82	201	\$22,411.43	\$35,357.25	\$57,768.68
% CHG	-6.7%	-84.6%	-17.2%	-8.1%	530.8%	-3.8%	-0.7%	-1.7%	-1.3%
March-15	329	591	425	144	48	266	\$25,726.02	\$42,899.40	\$68,625.42
March-16	508	661	439	202	34	247	\$26,642.89	\$78,376.20	\$105,019.09
% CHG	54.4%	11.8%	3.3%	40.3%	-29.2%	-7.1%	3.6%	82.7%	53.0%
April-15	1,891	508	355	134	10	204	\$29,330.36	\$36,175.35	\$65,505.71
April-16	1,652	566	400	235	14	233	\$22,775.11	\$36,999.50	\$59,774.61
% CHG	-12.6%	11.4%	12.7%	75.4%	40.0%	14.2%	-22.3%	2.3%	-8.7%
May-15	1,015	368	361	167	14	232	\$22,192.54	\$31,819.20	\$54,011.74
May-16	730	461	309	163	16	212	\$22,973.05	\$34,108.00	\$57,081.05
% CHG	-28.1%	25.3%	-14.4%	-2.4%	14.3%	-8.6%	3.5%	7.2%	5.7%
June-15	938	610	358	180	64	194	\$25,243.17	\$40,288.85	\$65,532.02
June-16	922	609	458	203	50	260	\$24,398.05	\$60,064.25	\$84,462.30
% CHG	-1.7%	-0.2%	27.9%	26.9%	-21.9%	34.0%	-3.3%	49.1%	28.9%
July-15	889	405	365	156	60	319	\$24,556.08	\$62,527.00	\$87,083.08
July-16	821	453	365	143	41	222	\$22,257.32	\$34,127.00	\$56,384.32
% CHG	-8.7%	11.9%	0.0%	-8.3%	-31.7%	-30.4%	-9.4%	-45.4%	-35.3%
August-15	857	592	432	152	16	229	\$25,667.89	\$32,161.75	\$57,829.64
August-16	849	471	396	262	8	239	\$27,230.70	\$41,570.50	\$68,801.20
% CHG	-0.9%	-20.4%	-8.3%	72.4%	-50.0%	4.4%	6.1%	29.3%	19.0%
September-15	345	978	480	176	56	289	\$25,570.54	\$37,018.00	\$62,588.54
September-16	233	934	392	166	83	235	\$24,612.99	\$37,169.75	\$61,782.74
% CHG	-32.5%	-4.5%	-18.3%	-5.7%	48.2%	-18.7%	-3.7%	0.4%	-1.3%
October-15	142	444	353	154	26	248	\$25,559.95	\$39,984.50	\$65,544.45
October-16	306	525	455	176	42	246	\$30,024.27	\$29,613.75	\$59,638.02
% CHG	115.5%	18.2%	28.9%	14.3%	61.5%	-0.8%	17.5%	-25.9%	-9.0%
November-15	907	550	378	202	22	262	\$22,153.87	\$49,151.00	\$71,304.87
November-16	659	392	343	219	22	207	\$21,684.28	\$35,010.25	\$56,694.53
% CHG	-27.3%	-28.7%	-9.3%	8.4%	0.0%	-21.0%	-2.1%	-28.8%	-20.5%
December-15	642	560	452	185	35	295	\$24,952.30	\$49,120.00	\$74,072.30
December-16	1,532	487	479	256	34	284	\$21,551.66	\$38,722.59	\$60,274.25
% CHG	138.6%	-13.0%	6.0%	38.4%	-2.9%	-3.7%	-13.6%	-21.2%	-18.6%
YTD2015	11,889	7,535	4,855	1,999	382	2,941	296,265	517,760	814,026
YTD 2016	12,804	7,025	4,733	2,397	451	2,791	288,115	496,214	784,329
% CHG	7.7%	-6.8%	-2.5%	19.9%	18.1%	-5.1%	-2.8%	-4.2%	-3.6%

## COMPARATIVE RIDERSHIP BY ROUTE

	ROUTE 1	ROUTE 2	ROUTE 3	ROUTE 4	ROUTE 5	ROUTE 6	ROUTE 8	ROUTE 9	ROUTE 11	ROUTE 12	ROUTE 15	ROUTE 16	ROUTE 19	ROUTE 20	ROUTE 30	ROUTE 31/32	ROUTE 41	TRIPPER ROUTESSPECIALS	***	ROUTE TOTAL
JAN-15	5,098	3,047	5,158	3,770	3,305	623	4,090	1,630	2,527	6,145	9,402	3,531	1,177	5,844	8,256	4,472	2,213	5,880	17,070	93,238
JAN-16	5,637	3,288	5,020	3,800	3,765	737	4,579	1,730	2,930	7,703	10,667	3,568	1,639	6,411	9,469	4,053	2,943	5,358	0	83,297
% CHG	10.6%	7.9%	-2.7%	0.8%	13.9%	18.3%	12.0%	6.1%	15.9%	25.4%	13.5%	1.0%	39.3%	9.7%	14.7%	-9.4%	33.0%	-8.9%	-100.0%	-10.7%
FEB-15	6,302	3,920	5,637	4,361	3,893	737	4,403	1,620	3,077	10,486	11,033	3,833	1,388	6,469	9,971	4,716	2,651	5,914	28	90,439
FEB-16	6,023	3,465	5,089	3,857	3,854	718	4,819	1,773	2,947	9,381	10,632	4,052	1,635	6,623	10,009	4,172	2,958	5,273	0	87,280
% CHG	-4.4%	-11.6%	-9.7%	-11.6%	-1.0%	-2.6%	9.4%	9.4%	-4.2%	-10.5%	-3.6%	5.7%	17.8%	2.4%	0.4%	-11.5%	11.6%	-10.8%	-100.0%	-3.5%
MAR-15	6,400	4,038	5,625	4,829	4,252	720	4,715	1,929	3,687	10,852	12,153	4,643	1,486	7,491	11,083	4,604	2,949	5,460	0	96,916
MAR-16	5,998	3,478	4,943	4,209	3,608	724	4,590	1,723	3,295	8,763	12,640	4,107	1,721	7,456	10,989	4,298	3,445	4,461	0	90,448
% CHG	-6.3%	-13.9%	-12.1%	-12.8%	-15.1%	0.6%	-2.7%	-10.7%	-10.6%	-19.2%	4.0%	-11.5%	15.8%	-0.5%	-0.8%	-6.6%	16.8%	-18.3%	0.0%	-6.7%
APR-15	7,441	3,260	5,317	4,663	3,911	737	3,909	1,837	3,352	10,077	11,793	4,527	1,510	7,374	12,481	4,467	3,114	5,066	0	94,836
APR-16	5,946	3,611	5,080	4,036	3,942	770	5,014	1,922	2,962	8,882	11,334	4,406	1,731	6,941	10,324	4,236	3,475	5,201	0	89,813
% CHG	-20.1%	10.8%	-4.5%	-13.4%	0.8%	4.5%	28.3%	4.6%	-11.6%	-11.9%	-3.9%	-2.7%	14.6%	-5.9%	-17.3%	-5.2%	11.6%	2.7%	0.0%	-5.3%
MAY-15	7,419	3,295	5,096	4,412	3,635	802	3,960	1,633	2,927	9,063	11,277	4,266	1,693	7,166	10,256	4,035	2,790	5,474	0	89,199
MAY-16	5,896	3,392	5,274	3,878	3,518	658	4,905	1,725	3,041	8,039	10,742	4,567	1,468	6,910	10,277	3,979	3,259	4,962	0	86,490
% CHG	-20.5%	2.9%	3.5%	-12.1%	-3.2%	-18.0%	23.9%	5.6%	3.9%	-11.3%	-4.7%	7.1%	-13.3%	-3.6%	0.2%	-1.4%	16.8%	-9.4%	0.0%	-3.0%
JUN-15	6,633	2,238	3,409	4,164	3,147	602	2,783	1,356	3,217	6,315	10,565	4,217	1,358	7,175	9,666	3,673	2,807	989	0	74,314
JUN-16	4,956	2,320	3,368	3,844	3,068	684	2,810	1,398	3,156	6,156	11,023	4,294	1,484	7,084	9,363	3,283	2,966	451	0	71,708
% CHG	-25.3%	3.7%	-1.2%	-7.7%	-2.5%	13.6%	1.0%	3.1%	-1.9%	-2.5%	4.3%	1.8%	9.3%	-1.3%	-3.1%	-10.6%	5.7%	-54.4%	0.0%	-3.5%
JUL-15	4,734	2,353	2,971	4,367	3,061	674	2,143	1,526	3,426	6,098	10,614	4,268	1,226	7,579	8,841	3,815	2,938	0	0	70,634
JUL-16	4,453	2,292	3,191	3,583	2,833	613	2,180	1,239	2,831	5,350	10,488	3,785	1,475	6,643	8,687	3,116	2,575	0	0	65,334
% CHG	-5.9%	-2.6%	7.4%	-18.0%	-7.4%	-9.1%	1.7%	-18.8%	-17.4%	-12.3%	-1.2%	-11.3%	20.3%	-12.3%	-1.7%	-18.3%	-12.4%	0.0%	0.0%	-7.5%
AUG-15	5,490	2,221	2,831	3,990	2,941	667	1,857	1,502	3,294	6,858	10,748	3,788	1,565	7,080	9,167	3,754	2,915	0	1,645	72,313
AUG-16	5,364	2,733	3,525	3,774	3,069	701	2,407	1,537	3,405	7,552	12,021	4,498	1,526	7,483	9,875	3,402	2,935	0	1,789	77,596
% CHG	-2.3%	23.1%	24.5%	-5.4%	4.4%	5.1%	29.6%	2.3%	3.4%	10.1%	11.8%	18.7%	-2.5%	5.7%	7.7%	-9.4%	0.7%	0.0%	8.8%	7.3%
SEP-15	7,813	3,232	5,450	3,971	3,682	1,109	4,129	1,192	3,213	11,656	11,116	3,883	3,137	7,964	10,090	4,487	3,449	5,675	317	95,565
SEP-16	6,456	3,736	5,857	3,865	3,419	976	4,821	1,377	2,516	9,805	11,154	4,058	1,431	7,499	9,956	3,372	2,885	4,277	4,344	91,804
% CHG	-17.4%	15.6%	7.5%	-2.7%	-7.1%	-12.0%	16.8%	15.5%	-21.7%	-15.9%	0.3%	4.5%	-54.4%	-5.8%	-1.3%	-24.8%	-16.4%	-24.6%	1270.3%	-3.9%
OCT-15	7,469	3,679	5,939	4,467	3,895	935	4,593	1,963	3,493	12,198	12,801	4,051	1,726	7,917	10,394	5,716	4,067	5,670	0	100,973
OCT-16	6,144	3,876	5,519	3,890	3,582	655	4,312	1,893	2,863	10,485	11,988	4,075	1,538	7,263	10,024	3,425	3,084	4,638	825	90,079
% CHG	-17.7%	5.4%	-7.1%	-12.9%	-8.0%	-29.9%	-6.1%	-3.6%	-18.0%	-14.0%	-6.4%	0.6%	-10.9%	-8.3%	-3.6%	-40.1%	-24.2%	-18.2%	100.0%	-10.8%
NOV-15	6,547	3,289	5,503	3,765	3,335	739	4,563	1,717	2,815	10,273	11,635	3,658	1,484	6,842	9,794	4,854	3,570	6,067	0	90,450
NOV-16	6,134	3,910	5,946	3,708	3,806	542	4,456	1,768	2,844	9,428	11,549	3,651	1,343	6,970	9,672	3,582	3,019	5,052	805	88,185
% CHG	-6.3%	18.9%	8.1%	-1.5%	14.1%	-26.7%	-2.3%	3.0%	1.0%	-8.2%	-0.7%	-0.2%	-9.5%	1.9%	-1.2%	-26.2%	-15.4%	-16.7%	100.0%	-2.5%
DEC-15	5,848	3,135	4,966	4,074	3,391	618	4,191	1,730	3,083	9,522	11,487	3,777	1,552	6,678	9,752	5,108	3,516	4,239	0	86,667
DEC-16	4,479	2,943	4,566	3,276	2,879	451	3,630	1,418	2,378	7,613	9,751	2,955	1,242	5,478	8,251	3,269	2,349	4,171	940	72,039
% CHG	-23.4%	-6.1%	-8.1%	-19.6%	-15.1%	-27.0%	-13.4%	-18.0%	-22.9%	-20.0%	-15.1%	-21.8%	-20.0%	-18.0%	-15.4%	-36.0%	-33.2%	-1.6%	100.0%	-16.9%
<b>YTD 15</b>	<b>77,194</b>	<b>37,707</b>	<b>57,902</b>	<b>50,833</b>	<b>42,448</b>	<b>8,963</b>	<b>45,336</b>	<b>19,635</b>	<b>38,111</b>	<b>109,543</b>	<b>134,624</b>	<b>48,442</b>	<b>19,302</b>	<b>85,579</b>	<b>119,751</b>	<b>53,701</b>	<b>36,979</b>	<b>50,434</b>	<b>19,060</b>	<b>1,055,544</b>
<b>YTD 16</b>	<b>67,486</b>	<b>39,044</b>	<b>57,378</b>	<b>45,720</b>	<b>41,343</b>	<b>8,229</b>	<b>48,523</b>	<b>19,503</b>	<b>35,168</b>	<b>99,157</b>	<b>133,989</b>	<b>48,016</b>	<b>18,233</b>	<b>82,761</b>	<b>116,896</b>	<b>44,187</b>	<b>35,893</b>	<b>43,844</b>	<b>8,703</b>	<b>994,073</b>
<b>% CHG</b>	<b>-12.6%</b>	<b>3.5%</b>	<b>-0.9%</b>	<b>-10.1%</b>	<b>-2.6%</b>	<b>-8.2%</b>	<b>7.0%</b>	<b>-0.7%</b>	<b>-7.7%</b>	<b>-9.5%</b>	<b>-0.5%</b>	<b>-0.9%</b>	<b>-5.5%</b>	<b>-3.3%</b>	<b>-2.4%</b>	<b>-17.7%</b>	<b>-2.9%</b>	<b>-13.1%</b>	<b>-54.3%</b>	<b>-5.8%</b>

\*\*\* January, 2015 GFI Route Report understated ridership error



## **EVENING RIDERSHIP BY ROUTE**

	ROUTE 1	ROUTE 2	ROUTE 3	ROUTE 4	ROUTE 5	ROUTE 6	ROUTE 9	ROUTE 12	ROUTE 15	ROUTE 19	ROUTE 20	ROUTE 30	ROUTE TOTAL
JAN 15	940	406	616	653	763	538	333	1,449	2,339	830	1,213	1,612	11,692
JAN-16	776	345	602	498	611	515	312	1,080	2,202	942	1,021	1,327	10,231
% CHG	-17.4%	-15.0%	-2.3%	-23.7%	-19.9%	-4.3%	-6.3%	-25.5%	-5.9%	13.5%	-15.8%	-17.7%	-12.5%
FEB 15	992	375	576	570	823	508	264	1,523	2,350	832	1,075	1,540	11,428
FEB-16	677	303	573	500	656	528	287	1,442	2,162	1,034	1,100	1,304	10,566
% CHG	-31.8%	-19.2%	-0.5%	-12.3%	-20.3%	3.9%	8.7%	-5.3%	-8.0%	24.3%	2.3%	-15.3%	-7.5%
MAR 15	1,057	463	623	647	849	530	337	1,663	2,738	990	1,205	1,762	12,864
MAR-16	871	446	785	662	717	522	312	1,482	2,677	1,154	1,362	1,625	12,615
% CHG	-17.6%	-3.7%	26.0%	2.3%	-15.5%	-1.5%	-7.4%	-10.9%	-2.2%	16.6%	13.0%	-7.8%	-1.9%
APR 15	1,373	282	633	679	658	540	277	1,619	2,500	934	1,289	1,853	12,637
APR-16	793	400	619	585	600	520	353	1,452	2,423	1,062	1,054	1,583	11,444
% CHG	-42.2%	41.8%	-2.2%	-13.8%	-8.8%	-3.7%	27.4%	-10.3%	-3.1%	13.7%	-18.2%	-14.6%	-9.4%
MAY 15	1,315	302	584	655	544	490	304	1,398	2,376	1,034	1,271	1,774	12,047
MAY-16	881	403	662	529	533	455	311	1,276	2,217	959	1,019	1,474	10,719
% CHG	-33.0%	33.4%	13.4%	-19.2%	-2.0%	-7.1%	2.3%	-8.7%	-6.7%	-7.3%	-19.8%	-16.9%	-11.0%
JUN 15	1,146	242	531	597	541	435	154	1,007	2,222	918	1,223	1,668	10,684
JUN-16	732	343	534	535	487	490	171	951	2,150	935	1,123	1,443	9,894
% CHG	-36.1%	41.7%	0.6%	-10.4%	-10.0%	12.6%	11.0%	-5.6%	-3.2%	1.9%	-8.2%	-13.5%	-7.4%
JUL 15	733	269	532	638	485	523	156	1,144	2,112	907	1,368	1,384	10,251
JUL-16	747	393	644	513	439	392	142	914	2,053	859	1,094	1,434	9,624
% CHG	1.9%	46.1%	21.1%	-19.6%	-9.5%	-25.0%	-9.0%	-20.1%	-2.8%	-5.3%	-20.0%	3.6%	-6.1%
AUG 15	807	277	534	552	532	414	148	1,243	2,148	952	1,259	1,450	10,316
AUG-16	887	413	599	465	554	517	217	1,330	2,538	1,004	1,213	1,682	11,419
% CHG	9.9%	49.1%	12.2%	-15.8%	4.1%	24.9%	46.6%	7.0%	18.2%	5.5%	-3.7%	16.0%	10.7%
SEP 15	1155	355	619	596	605	650	153	1834	2589	1202	1570	1547	12,875
SEP-16	862	361	652	576	598	487	190	1417	2144	875	1354	1666	11,182
% CHG	-25.4%	1.7%	5.3%	-3.4%	-1.2%	-25.1%	24.2%	-22.7%	-17.2%	-27.2%	-13.8%	7.7%	-13.1%
OCT 15	1008	336	727	564	536	510	286	1951	2736	1123	1297	1606	12680
OCT-16	761	433	741	520	556	354	420	1855	2461	817	1201	1560	11679
% CHG	-24.5%	28.9%	1.9%	-7.8%	3.7%	-30.6%	46.9%	-4.9%	-10.1%	-27.2%	-7.4%	-2.9%	-7.9%
NOV 15	832	296	663	489	549	426	245	1,634	2,261	920	1,215	1,280	10,810
NOV-16	761	368	754	516	502	272	332	1,626	2,116	777	1,131	1,406	10,561
% CHG	-8.5%	24.3%	13.7%	5.5%	-8.6%	-36.2%	35.5%	-0.5%	-6.4%	-15.5%	-6.9%	9.8%	-2.3%
DEC 15	723	286	554	503	498	419	239	1,561	2,230	997	1,039	1,339	10,388
DEC-16	692	351	503	505	450	339	274	1,292	2,247	871	1,021	1,479	10,024
% CHG	-4.3%	22.7%	-9.2%	0.4%	-9.6%	-19.1%	14.6%	-17.2%	0.8%	-12.6%	-1.7%	10.5%	-3.5%
<b>YTD 15</b>	<b>12,081</b>	<b>3,889</b>	<b>7,192</b>	<b>7,143</b>	<b>7,383</b>	<b>5,983</b>	<b>2,896</b>	<b>18,026</b>	<b>28,601</b>	<b>11,639</b>	<b>15,024</b>	<b>18,815</b>	<b>138,672</b>
<b>YTD 16</b>	<b>9,440</b>	<b>4,559</b>	<b>7,668</b>	<b>6,404</b>	<b>6,703</b>	<b>5,391</b>	<b>3,321</b>	<b>16,117</b>	<b>27,390</b>	<b>11,289</b>	<b>13,693</b>	<b>17,983</b>	<b>129,958</b>
<b>% CHG</b>	<b>-21.9%</b>	<b>17.2%</b>	<b>6.6%</b>	<b>-10.3%</b>	<b>-9.2%</b>	<b>-9.9%</b>	<b>14.7%</b>	<b>-10.6%</b>	<b>-4.2%</b>	<b>-3.0%</b>	<b>-8.9%</b>	<b>-4.4%</b>	<b>-6.3%</b>

**NOTE: PM Ridership**

Starts at 5:15p for routes 1, 3, 5, 9, 15, 19

Starts at 5:45p for all other routes

Excludes Routes 31, 32 and 41

**City of Appleton**  
**VALLEY TRANSIT INCOME STATEMENT**  
**For Eleven Months Ending November 30, 2016**

Description	Month of November Actual	Prior Year November	YTD As of November Actual	Prior YTD November	2016 Amended Budget	2016 % of Total Budget
<b>REVENUES</b>						
Bus Fare Revenue	56,695	71,305	724,054	739,954	943,218	76.76%
Paratransit Fare Revenue	104,569	56,974	615,740	568,701	711,510	86.54%
Total Fare Revenue	161,264	128,279	1,339,794	1,308,655	1,654,728	80.97%
Other Charges for Service	4,040	5,585	48,725	60,582	55,000	88.59%
Other Revenues	8,075	502	24,790	30,709	6,000	413.17%
TOTAL REVENUES	173,379	134,366	1,413,309	1,399,946	1,715,728	82.37%
<b>EXPENSES BY LINE ITEM</b>						
Regular Salaries & Labor pool alloc	287,161	197,910	2,306,689	2,271,550	2,647,197	87.14%
Call Time	-	-	-	-	-	0.00%
Overtime	37,104	5,464	154,615	109,137	59,112	261.56%
Incentive Pay	-	-	-	315	1,650	0.00%
Other Compensation	46	-	29,913	3,391	-	-
Fringes	120,604	76,092	945,149	854,301	1,040,084	90.87%
Unemployment Compensation	666	591	666	2,806	-	-
Salaries & Fringe Benefits	445,581	280,057	3,437,032	3,241,500	3,748,043	91.70%
Training & Conferences	401	15,925	8,549	23,538	10,000	85.49%
Employee Recruitment	995	350	17,137	10,522	3,162	541.97%
Parking Permits	158	-	334	2	-	-
Office Supplies	1,515	391	5,885	3,189	3,996	147.27%
Subscriptions	6	-	849	936	1,085	78.25%
Memberships & Licenses	270	-	5,403	4,381	5,000	108.06%
Postage & Freight	82	-	2,004	2,088	4,600	43.57%
Awards & Recognition	(30)	(40)	226	382	1,765	12.80%
Food & Provisions	29	744	1,950	2,343	1,020	191.18%
Insurance	15,391	15,962	215,697	211,385	185,486	91.27%
Insurance dividend	-	-	(23,123)	(24,321)	-	-
Insurance surplus payment	-	-	(23,277)	(11,477)	-	-
Depreciation Expense	49,568	54,423	545,251	598,649	643,611	84.72%
Administrative Expenses	68,385	87,755	756,885	821,617	859,725	88.04%
Landscape Supplies	-	-	1,312	3,656	3,000	43.73%
Shop Supplies & Tools (& misc)	3,564	3,082	35,181	29,826	31,466	111.81%
Printing & Reproduction	493	715	18,528	14,988	28,200	65.70%
Uniforms	204	125	2,267	3,176	4,575	49.55%
Gas Purchases	22,512	28,461	272,234	346,230	642,021	42.40%
Safety Supplies	-	-	579	15	500	115.80%
Vehicle & Equipment Parts	25,829	(1,020)	227,720	187,672	209,000	108.96%
Miscellaneous Equipment	1,365	72	2,482	7,100	11,100	22.36%
Signs	-	430	222	3,618	2,000	-
Supplies & Materials	53,967	31,865	560,525	596,281	931,862	60.15%
Accounting/Audit	-	-	11,765	11,170	11,170	105.33%
Bank Services	315	280	2,688	2,250	3,000	89.60%
Consulting Services	162	-	162	4,611	3,000	5.40%
Collection Services	817	385	3,621	3,238	3,100	116.81%
Contractor Fees	436,824	202,220	2,960,617	2,731,918	3,447,502	85.88%

91.67% of Budget Year Completed

**City of Appleton**  
**VALLEY TRANSIT INCOME STATEMENT**  
**For Eleven Months Ending November 30, 2016**

Description	Month of November Actual	Prior Year November	YTD As of November Actual	Prior YTD November	2016 Amended Budget	2016 % of Total Budget
Temp Help	2,891	-	18,170	7,095	1,000	1817.00%
Advertising	7,935	4,140	38,798	28,548	50,000	77.60%
Health Services	941	205	7,810	6,373	9,110	85.73%
Snow Removal Services	-	-	8,431	1,470	13,500	62.45%
Laundry Services	786	420	4,039	4,260	6,000	67.32%
Other Contracts/Obligations	3,020	7,544	35,683	73,524	131,000	27.24%
<b>Purchased Services</b>	<b>453,691</b>	<b>215,194</b>	<b>3,091,784</b>	<b>2,874,457</b>	<b>3,678,382</b>	<b>84.05%</b>
Electric	3,676	3,403	48,058	48,691	61,864	77.68%
Gas	130	139	12,773	19,205	38,300	33.35%
Water	738	624	6,590	5,444	7,841	84.05%
Waste Disposal/Collection	325	274	2,515	2,001	2,872	87.57%
Stormwater	508	502	6,546	6,535	8,175	80.07%
Telephone	1,245	584	11,326	8,981	13,528	83.72%
<b>Utilities</b>	<b>6,622</b>	<b>5,526</b>	<b>87,808</b>	<b>90,857</b>	<b>132,580</b>	<b>66.23%</b>
Building Repair & Maintenance	670	-	3,669	1,299	-	-
Vehicle Repair & Maintenance	1,195	327	5,877	9,249	1,500	391.80%
Equipment Repair & Maintenance	258	597	8,789	8,735	3,498	251.26%
FMD Charges & Material	12,902	10,079	94,014	105,757	115,693	81.26%
Software Support	5,528	5,286	62,354	59,142	63,150	98.74%
CEA Equipment Rental	-	-	-	2,240	2,147	0.00%
Grounds Repair & Maintenance	129	56	3,823	6,235	5,000	-
<b>Repairs &amp; Maintenance</b>	<b>20,682</b>	<b>16,345</b>	<b>178,526</b>	<b>192,657</b>	<b>190,988</b>	<b>93.47%</b>
<b>Total Operating Expenses</b>	<b>1,048,928</b>	<b>636,742</b>	<b>8,112,560</b>	<b>7,817,369</b>	<b>9,541,580</b>	<b>85.02%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(875,549)</b>	<b>(502,376)</b>	<b>(6,699,251)</b>	<b>(6,417,423)</b>	<b>(7,825,852)</b>	
<b>NON-OPERATING REVENUES</b>						
Federal Support	-	602,002	2,079,155	1,840,955	3,275,446	63.48%
State Support	-	-	1,896,005	1,976,750	2,529,679	74.95%
Appleton Support	224,082	(927,685)	2,464,902	1,270,025	600,573	410.43%
Other Local Support	203,078	(274,824)	2,656,633	2,274,347	1,384,002	191.95%
Investment Income	(22,126)	(238)	(8,501)	4,674	12,500	-68.01%
Donations	4,167	4,167	69,170	76,911	105,590	65.51%
Fund Balance Applied	-	-	-	-	864,662	0.00%
<b>TOTAL NON-OPERATING REVENUE</b>	<b>409,201</b>	<b>(596,578)</b>	<b>9,157,364</b>	<b>7,443,662</b>	<b>8,772,452</b>	<b>104.39%</b>
Buildings	-	-	2,700	-	110,305	2.45%
Machinery & Equipment	-	-	-	16,844	-	0.00%
Vehicles	-	-	-	-	1,355,602	0.00%
<b>Capital Expenditures</b>	<b>-</b>	<b>-</b>	<b>2,700</b>	<b>16,844</b>	<b>1,465,907</b>	<b>0.18%</b>
<b>NET INCOME (LOSS)</b>	<b>(466,348)</b>	<b>(1,098,954)</b>	<b>2,455,413</b>	<b>1,009,395</b>	<b>(519,307)</b>	

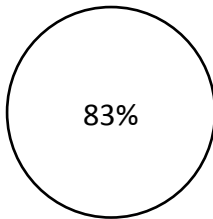
**City of Appleton**  
**PURCHASED TRANSPORTATION**  
**For Eleven Months Ending November 30, 2016**

Description	Month of November Actual	Prior Year November	YTD As of November Actual	Prior YTD November	Full Year Amended Budget	% of Total Budget
<b>PURCHASED TRANSPORTATION EXPENSE</b>						
VTII - Disabled	263,830	289,584	1,572,826	1,408,889	1,938,368	81.14%
VTII - Elderly	6,059	2,600	29,446	31,864	61,640	47.77%
PT - Optional (Sunday)	1,970	920	12,290	10,078	21,000	58.52%
Family Care Sheltered Workshop	43,462	43,201	477,567	420,232	504,748	94.61%
Outagamie County Demand Response Rural	15,932	16,674	168,256	153,406	204,006	82.48%
Outagamie County Human Services Transportation	1,292	-	16,295	3,205	9,433	172.74%
Neenah Dial - A - Ride	12,312	9,357	125,416	105,192	145,530	86.18%
Darboy - Call - A - Ride	-	195	975	3,420	18,000	5.42%
Calumet County New Hope	14,019	14,759	178,491	140,773	147,701	120.85%
Calumet County Van Service	383	1,064	16,703	23,809	43,700	38.22%
Connector - Extended Service Hours	60,058	30,540	304,891	301,412	384,000	79.40%
Connector - Extended Service Area	17,507	9,337	97,847	86,674	112,750	86.78%
Downtown Trolley	-	7,807	33,181	33,181	30,024	110.51%
Neenah Industrial Route	-	9,379	28,551	35,812	-	0.00%
Total Purchased Transportation	436,824	435,417	3,062,735	2,757,947	3,620,900	84.58%

# Valley Transit Dashboard

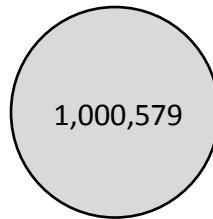
A measurement of Key Performance Indicators  
Year End 2016\*

## On Time Performance



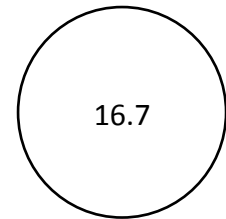
Target: 95%

## Fixed Route Total Passenger Trips



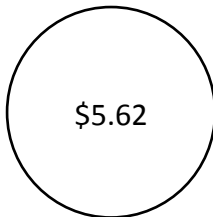
Target: 1,000,000

## Fixed Route Trips per Revenue Hour



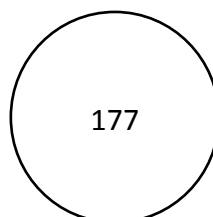
Target: 18.3

## Fixed Route Operating Cost per Trip



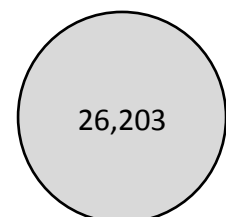
Target: \$5.20

## Fixed Route Complaints



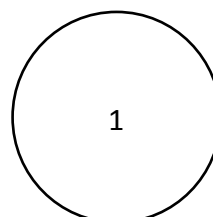
Target: 100

## Miles Between Road Calls



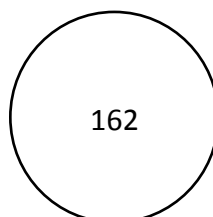
Target: 20,000

## Vehicle Accidents per 100,000 Miles



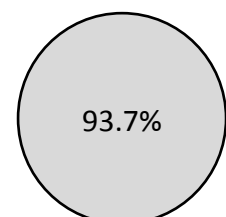
Target: 0

## Paratransit Complaints



Target: 15

## Actual expense to Budget YTD



Target: Same % as YTD

\*Budget numbers not final at this time

1/24/2017



## Pending Items - Fox Cities Transit Commission

Issue	Date Discussed at FCTC	Person Requesting	Tentative Date Back to FCTC	Completed
Semi annual Update on Use of Social Media	11/13/13	Erickson	01/25/17	Twice/year
Information System Update			01/25/17	Quarterly
Key Performance Indicators			10/26/16	Quarterly