



# City of Appleton

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

## Meeting Agenda - Final Fox Cities Transit Commission

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Wednesday, May 24, 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  
[17-757](#) Approval of minutes from previous meeting  
**Attachments:** [Revised MeetingMinutes 04-26-17.pdf](#)
4. **Public Hearings/Appealances**  
[17-759](#) Public Participation on Agenda Items
5. **Action Items**  
[17-760](#) Approval of Payments  
**Attachments:** [2017 April check register.pdf](#)  
[2017 April P-card statement.pdf](#)
6. **Information Items**  
[17-761](#) April Ridership and Revenue  
**Attachments:** [April Ridership and Revenue.pdf](#)  
[17-762](#) April Financials  
**Attachments:** [2017 April Monthly Income Statement.pdf](#)  
[2017 April Monthly Income Statement PT.pdf](#)  
[17-763](#) Manager's Report  
[17-764](#) Pending Items  
**Attachments:** [Pending Items.xls](#)

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

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

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Wednesday, April 26, 2017

3:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

**Present:** 9 - Kasimor, Detienne, Buckingham, Lobner, Gregozeski, Englebert,  
Dvorachek, Nau and Dearborn

**Excused:** 2 - Chairperson Rundquist and McCabe

3. Approval of minutes from previous meeting

[17-567](#)

Approval of minutes from March 8, 2017

**Attachments:** [MeetingMinutes 03-08-17.pdf](#)

Commissioner Dearborn moved, seconded by Commissioner Englebert, that the Minutes be approved. Voice Vote. Motion Carried.

4. Public Hearings/Appearances

[17-568](#)

Public Participation on Agenda Items

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

5. Action Items

[17-571](#)

Approve Valley Transit Rules of Conduct and Exclusion Policy

**Attachments:** [Valley Transit Exclusion Policy Memo.pdf](#)  
[Valley Transit Rules of Conduct and Exclusion Policy.pdf](#)

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

6. Information Items

[17-569](#) Election of Chair and Vice-Chair, Meeting Dates and Time

*This action item was moved to information items.*

**Commissioner Rundquist elected as Chairman and Alderperson Lobner elected as Vice-Chairman. Meeting dates will be the second and fourth Wednesday of each month at 3:00 PM.**

[17-570](#) Approval of Payments

**Attachments:**     [2017 Feb Check Register.pdf](#)  
                              [2017 Feb P-card Statement.pdf](#)  
                              [2017 March Check Register.pdf](#)  
                              [2017 March P-card Statement.pdf](#)

*This action item was moved to information items.*

**Commissioner Gregozeski moved, seconded by Commissioner Nau, that the Report Action Item be approved. Voice Vote. Motion Carried.**

[17-572](#) 2017 1st Quarter Dashboard (KPI)

**Attachments:**     [Q1-Dashboard 2017.pdf](#)

**This Presentation was presented.**

[17-573](#) February and March Ridership and Revenue

**Attachments:**     [February and March Ridership and Revenue.pdf](#)  
                              [2017 February and March Comp Ridership by Route.pdf](#)  
                              [2017 February and March PM by Route.pdf](#)

**This Presentation was presented.**

[17-574](#) February and March Financials

**Attachments:**     [February 2017 FCTC Monthly Income Statement.pdf](#)  
                              [March 2017 FCTC Monthly Income Statement.pdf](#)  
                              [February 2017 FCTC Purchased Transportation.pdf](#)  
                              [March 2017 FCTC Purchased Transportation.pdf](#)

**This Presentation was presented.**

[17-575](#)

## Manager's Report

**Attachments:**    [04.26.2017 Managers Report.pdf](#)  
                              [Updated T.O. as requested by FCTC 04.2017 \(002\).pdf](#)  
                              [VT-2016 By The Numbers.pdf](#)

**This Presentation was presented.**

[17-576](#)

## Pending Items

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

**This Presentation was presented.**

7.     Adjournment

**Commissioner Nau moved, seconded by Commissioner Gregozeski, that the meeting be adjourned. Voice Vote. Motion Carried.**

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Date - 05/17/17

Check No.	Check Date	Payee Number	Payee Name	Voucher Number	Explanation -Remark-	Payment Amount	Bus. Unit	Obj Acct	Sub Subl	Voucher Amount	Dis Take
528663	04/05/17	219791	LETTER PUBLICATION	373551	subscription	325.00-	5810	6302		325.00	
total										325.00	
528693		270684	U.S. PETROLEUM EQ	373633	oil pump repairs	394.75-	5820	6418		394.75	
total										394.75	
528711		12351	WISCONSIN MEDIA	373541	publications	4,639.55-	5810	6205		286.88	
total										286.88	
528743	04/12/17	35801	CALUMET COUNTY TR	373672	state assist ada	42,078.93-	580	2470		1,855.00	
				373672	federal assist ada		580	2470		2,083.00	
				373672	excess local sh ada		580	2470		37,841.67	
				373672	excess local sh van		580	2470		299.26	
total										42,078.93	
528749		23940	CITY OF KAUKAUNA	373673	state assist	36,048.28-	580	2470		14,948.00	
				373673	federal assist		580	2470		16,537.28	
				373673	excess local share		580	2470		4,563.00	
total										36,048.28	
528750		14488	CITY OF MENASHA	373674	state assist	61,728.58-	580	2470		25,445.00	
				373674	federal assist		580	2470		28,150.25	
				373674	excess local share		580	2470		8,133.33	
total										61,728.58	
528751		14111	CITY OF NEENAH	373675	state assist	117,385.66-	580	2470		52,481.00	
				373675	federal assist		580	2470		58,061.87	
				373675	excess local share		580	2470		4,962.50	
				373675	excess loc shr dar		580	2470		1,880.29	
total										117,385.66	
528753		264719	COMMUNITY CARE	373677	excess ls dd serv	93,360.61-	580	2470		11,951.46	
				373677	excess ls ada-oc		580	2470		67,640.03	
				373677	excess ls ada-cce		580	2470		13,769.12	
total										93,360.61	
528795		264727	LAKELAND CARE DIS	373686	excess local share a	33,558.75-	580	2470		33,558.75	
total										33,558.75	
528808		116759	NEW HOPE CENTER,	373688	excess local share	3,285.28-	580	2470		3,285.28	
total										3,285.28	
528813		13346	OUTAGAMIE COUNTY	373689	state assist ada	360,143.79-	580	2470		107,745.00	
				373689	federal assist ada		580	2470		112,928.00	
				373689	excess loc sh ada		580	2470		133,820.91	
				373689	excess loc sh rural		580	2470		1,940.10	
				373689	excess loc sh ochst		580	2470		3,709.78	
total										360,143.79	
528834		93981	TOWN OF BUCHANAN	373690	state assist	20,815.98-	580	2470		8,458.00	
				373690	federal assist		580	2470		9,357.95	
				373690	excess local share		580	2470		3,000.03	
total										20,815.98	
528835		20538	TOWN OF GRAND CHU	373691	state assist	202,464.60-	580	2470		82,638.00	
				373691	federal assist		580	2470		91,425.11	
				373691	excess local share		580	2470		28,401.49	
total										202,464.60	

Check Register with General Ledger Accounts  
Check Date 04/01/17 thru 04/30/17

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Date - 05/17/17

Check No.	Check Date	Payee Number	Payee Name	Voucher Number	Explanation -Remark-	Payment Amount	Bus. Unit	Obj Acct	Sub	Sub?	Voucher Amount	Dis Take
528843	04/12/17	37604	VILLAGE OF FOX CR	373698	state assist	76,447.07-	580	2470			30,915.00	
				373698	federal assist		580	2470			34,203.07	
				373698	excess local share		580	2470			10,917.94	
				373698	excess loc sh dar		580	2470			411.06	
total											76,447.07	
528845		17890	VILLAGE OF KIMBER	373696	state assist	25,269.88-	580	2470			10,324.00	
				373696	federal assist		580	2470			11,421.62	
				373696	excess local share		580	2470			3,524.26	
total											25,269.88	
528846		7915	VILLAGE OF LITTLE	373697	state assist	26,440.56-	580	2470			10,891.00	
				373697	federal assist		580	2470			12,049.16	
				373697	excess local share		580	2470			3,500.40	
total											26,440.56	
528857		7780	WINNEBAGO COUNTY	373706	state assist ada	138,144.57-	580	2470			40,143.00	
				373706	federal assist ada		580	2470			42,219.00	
				373706	excess loc sh ada		580	2470			55,637.35	
				373706	excess ls heritage		580	2470			145.22	
total											138,144.57	
528864		262932	IRIS FINANCIAL SE	373685	excess local share a	21,926.20-	580	2470			21,926.20	
total											21,926.20	
528880	04/19/17	224354	ABC COMPANIES	373830	bushing kit	195.80-	580	2160			195.80	
total											195.80	
528883		302990	APPLETON MONTHLY	373850	full page ad	500.00-	5810	6412			500.00	
total											500.00	
528895		182019	CALUMET COUNTY DE	373940	service/fares	1,478.32-	5860	4875	1818		1,035.40-	
				373940	service/fares		5860	6408	1818		2,513.72	
total											1,478.32	
528905		95126	EJ ARENA SPORTS,	373943	uniforms	684.50-	5840	6321	1		90.00	
				373944	uniforms		5840	6321	1		190.00	
total											280.00	
528908		97691	FASTSIGNS	373870	bus ads	696.28-	5810	6412			696.28	
total											696.28	
528912		162886	FOX VALLEY CAB	373946	nw dar fares	10,185.00-	5860	4875	1813		2,775.50-	
				373946	nw dar fares		5860	4875	1813		224.00-	
				373946	nw dar fares		5860	4875	1813		395.50-	
				373946	nw dar fares		5860	6408	1813		11,102.00	
				373946	nw dar fares		5860	6408	1813		896.00	
				373946	nw dar fares		5860	6408	1813		1,582.00	
total											10,185.00	
528915		162894	GILLIG LLC	373839	Seat Cushion	3,093.84-	580	2160			3,093.84	
total											3,093.84	
528917		298249	HARTLAND LUBRICAN	373948	oil kits	22.00-	5840	6326	3		22.00	
total											22.00	
528928		17806	KOBUSSEN BUSES, L	373951	rural	64,601.20-	5860	4875	1809		4,464.00-	
				373951	rural		5860	6408	1809		21,570.20	
				373952	sheitered workshop		5860	6408	1808		47,495.00	

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Check No.	Check Date	Payee Number	Payee Name	Voucher Number	Explanation -Remark-	Payment Amount	Bus. Unit	Obj Acct	Sub	Subl	Voucher Amount	Dis Take
total											64,601.20	
528929		18850	LAKESHORE CLEANER	373879	snow removal	9,931.13-	5830	6440			143.26	
				373880	transit center		5830	6440			1,763.70	
				373881	snow removal		5830	6440			360.00	
total											2,266.96	
528946		116759	NEW HOPE CENTER,	373969	march service	16,196.36-	5860	6408		1815	16,196.36	
total											16,196.36	
528963		246271	RUNNING, INC.	373980	ochst march service	189,559.35-	5860	6408		1810	468.35	
				373981	VTII Premium		580	2130			9,414.00	
				373981	VTII Agency		580	2132			19,524.00	
				373981	Basic Tick. Local		580	2132			14,040.00	
				373981	Prem. Tick Local		580	2132			8,893.50	
				373981	VTII Basic		580	2133			9,084.00	
				373981	Community Care OC		5850	4230			11,970.75-	
				373981	Family Care WC		5850	4230			4,833.75-	
				373981	Community Care CC		5850	4230			1,822.50-	
				373981	IRIS		5850	4230			4,306.50-	
				373981	Tickets		5850	4875		1805	38,022.00-	
				373981	VTII Cash Fares		5850	4875		1805	4,280.00-	
				373981	VT II		5850	6408		1805	145,314.65	
				373981	Fuel Escalator		5850	6408				
				373981	Elderly Fares		5860	4875		1806	706.00-	
				373981	Sunday Fares		5860	4875		1807	726.00-	
				373981	Elderly		5860	6408		1806	2,829.55	
				373981	Sunday		5860	6408		1807	1,065.90	
				373982	Connector Tickets		580	2131			3,637.00	
				373982	Agency Local Share		580	2131			393.00	
				373982	Agency Local Share		5860	4230		1819	393.00-	
				373982	Connector ESA Fares		5860	4875		1820	935.00-	
				373982	Connector ESH Fares		5860	4875		1819	7,764.00-	
				373982	ESA Ticket Revenue		5860	4875		1820	997.00-	
				373982	ESH Ticket Revenue		5860	4875		1819	2,640.00-	
				373982	Connector ESA		5860	6408		1820	9,901.50	
				373982	Connector ESH		5860	6408		1819	44,390.40	
				373982	Fuel escalator/deesc		5860	6408		1819		
total											189,559.35	
529016	04/26/17	308646	ADVANCED CORROSION	374021	repair motor oil pip	3,990.00-	5830	6416			3,990.00	
total											3,990.00	
529023		58712	AT&T	374026	security system	528.25-	5810	6413	7		211.33	
total											211.33	
529028		152215	BELPRO FIRE SPECI	374031	extinguisher inspect	153.65-	5820	6418			153.65	
total											153.65	
529036		35828	DEPARTMENT OF WOR	374038	reimb of unemploymen	6,160.89-	5840	6155			2,859.35	
total											2,859.35	
529038		182561	ERGOMETRICS & APP	374039	start testing	382.60-	5810	6205			225.00	
				374040	start testing		5810	6205			157.60	
total											382.60	
529040		70519	FICO, JAMES M. PH	374041	eval & psych	950.00-	5810	6430			475.00	
				374042	eval & psych		5810	6430			475.00	
total											950.00	
529047		298249	HARTLAND LUBRICAN	374046	oil	2,704.00-	5840	6326	3		2,704.00	
total											2,704.00	



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Date - 05/17/17

Check No.	Check Date	Payee Number	Payee Name	Voucher Number	Explanation -Remark-	Payment Amount	Bus. Unit	Obj Acct	Sub	Subl	Voucher Amount	Dis Take
529066	04/26/17	99151	QUILL CORPORATION	374059 374060	pens/clock clock	55.98-	5810 5810	6301 6301			37.49 18.49	
total											55.98	
529070		8942	ULTIMATE CLEANING	374070 374071	cleaning cleaning	32,452.68-	5830 5830	6599 6599			85.92 474.60	
total											560.52	
529077		184111	VOITH TURBO, INC.	374081	gear box transmissio	9,050.00-	5820	6326		1800	9,050.00	
total											9,050.00	
529079		37022	WE ENERGIES	374083 374083 374083 374083 374083 374083	7216-827-232 Elec 7216-827-232 Gas 5028-442-903 5070-604-479 0425-072-359 6404-083-107	34,523.45-	5810 5810 5810 5810 5810 5810	6413 6413 6413 6413 6413 6413	1 2 1 2 1 2		1,049.78 195.43 2,803.82 2,379.29 456.02	
total											6,884.34	
529082				374147	6404-083-107	190.51-	5810	6413	2		10.23	
total											10.23	
529090		52636	WISCONSIN PUBLIC	374089	safe transportation	1,050.00-	5810	6412			1,050.00	
total											1,050.00	
529103		309382	VIRGINIA STATE PO	374154	background check	15.00-	5810	6205			15.00	
total											15.00	
529104		309391	WININGER, JAMES	374155	car rental/flight re	440.80-	5810	6205			440.80	
total											440.80	
total											578,498.28	



J.P.Morgan

## Spend Analysis by Merchant

Run Date: 05/17/2017  
Report ID: 10013

Posting Date: 03/25/2017 - 04/26/2017

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

Merchant Name	Amount	Amount % Of		Average Amount	Count	Count % Of	
		Total	Total			Total	Total
AUTOMOTIVE SUPPLY CO	4,385.56	24.24	2,192.78	2	2	2.00	2.00
PETERBILT WJ APPLETON	2,874.42	18.42	359.30	8	8	8.00	8.00
NORTH CENTRAL TRUCK EQ	2,246.74	12.42	2,246.74	1	1	1.00	1.00
THEDACARE AT WORK	1,436.40	7.94	359.10	4	4	4.00	4.00
MUNCIE TRANSIT SUPPLY	1,261.35	6.97	420.45	3	3	3.00	3.00
UFIRST *UNIFIRST CORP	1,189.64	6.58	198.27	6	6	6.00	6.00
TRANSPORT REFRIGERATIO	1,147.05	6.34	573.52	2	2	2.00	2.00
SAFETY KLEEN SYSTEMS B	738.60	4.08	738.60	1	1	1.00	1.00
INTUIT *IN *BELPRO FIR	560.70	3.10	280.35	2	2	2.00	2.00
SPRINT *WIRELESS	416.00	2.30	416.00	1	1	1.00	1.00
CELLCOM	283.52	1.57	283.52	1	1	1.00	1.00
SQ *QUICK PRINT CEN	266.00	1.47	266.00	1	1	1.00	1.00
ULINE *SHIP SUPPLIES	157.49	0.87	157.49	1	1	1.00	1.00
TLF MEMORIAL FLORISTS	140.00	0.77	70.00	2	2	2.00	2.00
TRUDIGITAL	98.00	0.54	98.00	1	1	1.00	1.00
HYDROCLEAN EQU00 OF 00	85.00	0.47	85.00	1	1	1.00	1.00
CAMERON S COFFEE	77.90	0.43	77.90	1	1	1.00	1.00
YP *ADVERTISING PYMNT	56.00	0.31	28.00	2	2	2.00	2.00
MENARDS APPLETON WEST	55.29	0.31	55.29	1	1	1.00	1.00
AIRGASS NORTH	51.12	0.28	51.12	1	1	1.00	1.00
PULLMANS AT TROLLEY SQ	41.70	0.23	41.70	1	1	1.00	1.00
NORTHSIDE TRUE VALUE	32.73	0.18	32.73	1	1	1.00	1.00
STARBUCKS STORE 09379	30.00	0.17	30.00	1	1	1.00	1.00
<b>Total</b>	<b>17,631.21</b>	<b>100.00</b>	<b>391.80</b>	<b>45</b>	<b>45</b>	<b>45.00</b>	<b>45.00</b>

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	MSD	FVTC	OTHER SPEC. FARES	TOTAL PAID RIDES	FREE	TRANSFER	GRAND TOTAL RIDES
January-16	7,515	1,763	3,338	6,521	3,592	7,958	1,039	10,259	567	2,279	3	17,615	7,006	577	70,032	1,145	12,120	83,297
January-17	7,141	1,769	3,280	6,038	3,321	8,955	1,215	10,447	699	3,078	9	15,489	7,818	474	69,733	1,309	11,233	82,335
% CHG	-5.0%	0.3%	-1.7%	-7.4%	-7.5%	12.5%	16.9%	1.8%	23.3%	35.1%	200.0%	-12.1%	11.6%	-17.9%	-0.4%	14.3%	-6.6%	-1.2%
February-16	7,767	1,771	3,521	6,686	3,493	8,202	1,034	11,144	750	2,825	14	17,177	8,973	593	73,950	1,083	12,247	87,287
February-17	7,000	1,955	3,540	5,371	3,425	9,551	1,172	10,172	801	3,043	3	14,789	10,043	431	71,296	1,436	11,267	83,999
% CHG	-9.9%	10.4%	0.5%	-19.7%	-1.9%	16.4%	13.3%	-8.7%	6.8%	7.7%	-78.6%	-13.9%	11.9%	-27.3%	-3.6%	32.6%	-8.0%	-3.8%
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
March-17	7,967	2,011	3,984	5,932	3,857	10,530	1,113	12,247	835	3,600	43	13,901	10,315	521	76,856	1,356	12,566	90,778
% CHG	-1.8%	-7.2%	-0.5%	-14.3%	-12.5%	24.1%	4.1%	-0.3%	3.2%	6.8%	152.9%	-9.6%	22.7%	40.4%	1.4%	3.5%	-5.9%	0.4%
April-16	7,534	2,110	3,789	6,648	4,196	8,722	1,094	11,243	696	3,045	160	17,324	8,427	486	75,475	1,744	12,594	89,813
April-17	7,447	1,925	3,670	4,997	3,922	9,590	871	11,101	772	3,092	76	13,578	8,172	488	69,581	1,639	11,609	82,329
% CHG	-1.2%	-8.3%	-3.1%	-24.8%	-9.4%	10.0%	-20.4%	-1.3%	10.9%	1.5%	-52.5%	-21.6%	-3.0%	0.4%	-7.8%	-6.0%	-7.8%	-7.8%
YTD 2016	30,926	7,812	14,652	26,773	15,691	33,365	4,236	44,326	2,822	11,521	194	67,485	32,811	2,027	295,241	5,282	50,315	350,838
YTD 2017	29,555	7,660	14,474	22,338	14,405	38,626	4,371	43,967	3,107	12,813	131	57,757	36,348	1,914	287,466	5,740	46,735	339,941
% CHG	-4.4%	-1.9%	-1.2%	-16.6%	-9.2%	15.8%	3.2%	-2.1%	10.1%	11.2%	-32.5%	-14.4%	10.8%	-5.5%	-2.6%	8.7%	-7.1%	-3.1%
May-16	7,111	2,174	3,603	5,621	3,790	8,449	854	11,359	720	2,987	2	16,989	7,871	405	71,735	2,755	12,000	86,490
May-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
June-16	7,775	3,008	3,787	6,306	3,828	8,000	1,015	11,346	682	2,803	25	1,698	8,071	36	56,380	2,420	12,908	71,708
June-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
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	65,354
July-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
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	3,858	13,328	77,596
August-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
September-16	14,829	1,721	3,605	5,759	3,987	6,992	837	11,540	682	2,820	1	14,980	10,325	498	78,576	2,081	11,147	91,804
September-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
October-16	7,466	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	11,652	90,079
October-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
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	1,982	10,984	88,185
November-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
December-16	10,651	1,910	3,269	5,902	3,463	9,062	945	10,620	734	3,075	6	13,062	8,191	324	71,244	1,800	10,957	84,001
December-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

\*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

\*\*\*\*Transfers include passengers not getting off bus when bus changes route numbers.



## 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	ROUTE TRIPPER	*** SPECIALS	ROUTE TOTAL
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	83,287
JAN-17	5,570	3,712	5,142	3,847	3,310	435	4,517	1,773	2,976	7,599	10,849	3,840	1,365	6,104	9,470	3,632	2,867	5,224	103	82,335
% CHG	-1.2%	12.9%	2.4%	1.2%	-12.1%	-41.0%	-1.4%	2.5%	1.6%	-1.4%	1.7%	7.6%	-16.7%	-4.8%	0.0%	-10.4%	-2.6%	-2.5%	0.0%	-1.2%
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
FEB-17	5,237	4,171	4,814	3,971	3,205	582	4,244	1,721	2,988	8,668	10,898	3,612	1,454	6,531	9,550	3,659	2,856	4,922	916	83,999
% CHG	-13.0%	20.4%	-5.4%	3.0%	-16.8%	-18.9%	-11.9%	-2.9%	1.4%	-7.6%	2.5%	-10.9%	-11.1%	-1.4%	-4.6%	-12.3%	-3.4%	-6.7%	0.0%	-3.8%
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
MAR-17	5,479	3,680	5,476	4,209	3,722	638	4,023	2,432	3,163	8,551	12,323	4,318	1,505	7,338	10,663	4,391	3,530	4,556	781	90,778
% CHG	-8.7%	5.8%	10.8%	0.0%	3.2%	-11.9%	-12.4%	41.1%	-4.0%	-2.4%	-2.5%	5.1%	-12.6%	-1.6%	-3.0%	2.2%	2.5%	2.1%	0.0%	0.4%
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
APR-17	3,972	3,850	5,110	3,784	3,380	680	3,825	2,822	2,690	7,703	11,265	3,770	1,590	7,411	9,567	3,785	3,050	4,087	478	82,829
% CHG	-33.2%	6.6%	0.6%	-6.2%	-14.3%	-11.7%	-23.7%	46.8%	-9.2%	-13.3%	-0.6%	-14.4%	-8.1%	6.8%	-7.3%	-10.6%	-12.2%	-21.2%	0.0%	-7.8%
YTD 16	23,604	13,842	20,132	15,902	15,169	2,949	19,002	7,148	12,134	34,729	45,273	16,133	6,726	27,431	40,791	16,759	12,821	20,293	0	350,838
YTD 17	20,258	15,413	20,542	15,811	13,617	2,335	16,609	8,748	11,817	32,521	45,335	15,540	5,914	27,384	39,250	15,467	12,303	18,799	2,278	339,941
% CHG	-14.2%	11.3%	2.0%	-0.6%	-10.2%	-20.8%	-12.6%	22.4%	-2.6%	-6.4%	0.1%	-3.7%	-12.1%	-0.2%	-3.8%	-7.7%	-4.0%	-7.4%	0.0%	-3.1%
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
MAY-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	0.0%	-100.0%
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
JUN-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	0.0%	-100.0%
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
JUL-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	0.0%	0.0%	-100.0%
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
AUG-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	0.0%	-100.0%	-100.0%
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
SEP-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
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
OCT-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
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
NOV-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
DEC-16	5,293	3,401	5,106	4,107	3,445	529	3,984	1,619	2,923	8,765	11,712	3,431	1,438	6,538	9,703	3,763	3,112	4,192	940	84,001
DEC-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

## 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-16	776	345	602	498	611	515	312	1,080	2,202	942	1,021	1,327	10,231
JAN-17	717	345	591	409	430	274	313	1,039	2,143	860	955	1,458	9,534
% CHG	-7.6%	0.0%	-1.8%	-17.9%	-29.6%	-46.8%	0.3%	-3.8%	-2.7%	-8.7%	-6.5%	9.9%	-6.8%
FEB-16	677	303	573	500	556	528	287	1,442	2,162	1,034	1,100	1,304	10,566
FEB-17	620	465	559	554	428	392	318	1,553	2,294	861	1,188	1,930	11,162
% CHG	-8.4%	53.5%	-2.4%	10.8%	-34.8%	-25.8%	10.8%	7.7%	5.1%	-16.7%	8.0%	48.0%	5.6%
MAR-16	871	446	785	682	717	522	312	1,482	2,677	1,154	1,362	1,625	12,615
MAR-17	883	558	766	604	537	404	440	1,594	2,593	933	1,376	2,091	12,779
% CHG	1.4%	25.1%	-2.4%	-8.8%	-25.1%	-22.6%	41.0%	7.6%	-3.1%	-19.2%	1.0%	28.7%	1.3%
APR-16	793	400	619	585	600	520	353	1,452	2,423	1,062	1,054	1,583	11,444
APR-17	479	579	610	562	450	426	479	1,443	2,491	909	1,475	1,736	11,639
% CHG	-39.6%	44.8%	-1.5%	-3.9%	-25.0%	-18.1%	35.7%	-0.6%	2.8%	-14.4%	39.9%	9.7%	1.7%
YTD 16	3,117	1,494	2,579	2,245	2,584	2,085	1,264	5,456	9,464	4,192	4,537	5,839	44,856
YTD 17	2,699	1,947	2,526	2,129	1,845	1,496	1,550	5,629	9,521	3,563	4,994	7,215	45,114
% CHG	-13.4%	30.3%	-2.1%	-5.2%	-28.6%	-28.2%	22.6%	3.2%	0.6%	-15.0%	10.1%	23.6%	0.6%
MAY-16	881	403	662	529	533	455	311	1,276	2,217	959	1,019	1,474	10,719
MAY-17	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
JUN-16	732	343	534	535	487	490	171	951	2,150	935	1,123	1,443	9,894
JUN-17	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
JUL-16	747	393	644	513	439	392	142	914	2,053	859	1,094	1,434	9,624
JUL-17	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
AUG-16	887	413	599	465	554	517	217	1,330	2,538	1,004	1,213	1,682	11,419
AUG-17	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
SEP-16	862	361	652	576	598	487	190	1417	2144	875	1354	1666	11,182
SEP-17	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
OCT-16	761	433	741	520	556	354	420	1,855	2,461	817	1,201	1,560	11,679
OCT-17	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
NOV-16	761	368	754	516	502	272	332	1,626	2,116	777	1,131	1,406	10,561
NOV-17	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%
DEC-16	692	351	503	505	450	339	274	1,292	2,247	871	1,021	1,479	10,024
DEC-17	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHG	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

**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 four months Ending April 30, 2017**

Description	Month of April Actual	Prior Year April	YTD As of April Actual	Prior YTD April	2017 Amended Budget	2017 % of Total Budget
<b>REVENUES</b>						
Bus Fare Revenue	105,592	59,775	268,139	279,210	943,218	28.43%
Paratransit Fare Revenue	57,235	57,021	236,542	228,666	725,330	32.61%
Total Fare Revenue	162,827	116,796	504,681	507,876	1,668,548	30.25%
Other Charges for Service	-	5,820	19,854	19,900	55,000	36.10%
Other Revenues	1,736	1,102	5,540	4,692	6,000	92.33%
TOTAL REVENUES	164,563	123,718	530,075	532,468	1,729,548	30.65%
<b>EXPENSES BY LINE ITEM</b>						
Regular Salaries & Labor pool alloc	192,534	191,153	745,981	757,813	2,754,632	27.08%
Call Time	-	-	-	-	-	0.00%
Overtime	12,614	7,656	70,994	28,607	68,411	103.78%
Incentive Pay	-	-	-	-	315	0.00%
Other Compensation	776	730	1,471	29,688	-	-
Fringes	74,669	79,551	285,166	305,469	1,119,648	25.47%
Unemployment Compensation	2,859	-	9,312	-	-	-
Salaries & Fringe Benefits	283,452	279,090	1,112,924	1,121,577	3,943,006	28.23%
Training & Conferences	51	664	461	2,485	10,000	4.61%
Employee Recruitment	1,456	1,235	2,191	1,430	3,200	68.47%
Parking Permits	-	-	150	-	360	0.00%
Office Supplies	158	382	2,357	2,410	4,500	52.38%
Subscriptions	98	10	625	26	844	74.05%
Memberships & Licenses	251	251	5,531	4,746	5,727	96.58%
Postage & Freight	854	139	1,053	200	4,300	24.49%
Awards & Recognition	-	(80)	15	(150)	810	1.85%
Food & Provisions	331	355	969	700	1,080	89.72%
Insurance	22,718	15,391	115,616	92,572	216,982	32.22%
Insurance dividend & return of surplus	-	-	(45,714)	(46,400)	-	0.00%
Depreciation Expense	56,106	49,568	224,422	198,273	566,881	39.59%
Administrative Expenses	82,023	67,915	307,676	256,292	814,684	37.77%
Landscape Supplies	-	-	-	-	3,000	0.00%
Shop Supplies & Tools (& misc)	712	2,653	6,084	12,773	41,020	14.83%
Printing & Reproduction	652	171	3,544	12,393	28,200	12.57%
Uniforms	387	55	829	358	4,575	18.12%
Gas Purchases	25,366	20,000	119,109	77,024	605,000	19.69%
Safety Supplies	-	-	-	78	500	0.00%
Vehicle & Equipment Parts	23,987	18,414	67,688	49,469	233,602	28.98%
Miscellaneous Equipment	-	637	2,785	637	11,100	25.09%
Signs	-	66	-	197	2,000	0.00%
Supplies & Materials	51,104	41,996	200,039	152,929	928,997	21.53%
Accounting/Audit	-	3,814	-	3,814	11,500	0.00%
Bank Services	160	258	658	762	3,000	21.93%

**City of Appleton**  
**VALLEY TRANSIT INCOME STATEMENT**  
**For four months Ending April 30, 2017**

Description	Month of April Actual	Prior Year April	YTD As of April Actual	Prior YTD April	2017 Amended Budget	2017 % of Total Budget
Consulting Services	-	-	-	-	100,000	0.00%
Collection Services	348	580	967	763	4,450	21.73%
Contractor Fees	267,345	253,731	1,119,737	1,083,683	3,461,840	32.35%
Temp Help	-	1,855	(434)	7,296	3,000	-14.47%
Advertising	2,274	1,158	7,556	3,606	50,309	15.02%
Health Services	1,713	1,371	3,050	2,870	9,200	33.15%
Snow Removal Services	2,567	2,117	10,271	7,987	15,000	68.47%
Laundry Services	-	206	813	1,041	6,100	13.33%
Other Contracts/Obligations	561	4,081	17,830	9,523	97,340	18.32%
Purchased Services	274,968	269,171	1,160,448	1,121,345	3,761,739	30.85%
Electric	3,840	4,253	17,964	18,675	61,900	29.02%
Gas	2,585	1,646	12,971	11,311	38,300	33.87%
Water	-	-	1,647	1,644	7,850	20.98%
Waste Disposal/Collection	-	-	594	593	2,975	19.97%
Stormwater	-	-	2,007	2,035	8,175	24.55%
Telephone	1,251	1,021	3,922	3,428	14,300	27.43%
Utilities	7,676	6,920	39,105	37,686	133,500	29.29%
Building/Grounds Repair & Maintenance	3,990	1,007	7,242	1,377	5,000	144.84%
Vehicle Repair & Maintenance	1,640	1,515	2,289	2,335	10,000	22.89%
Equipment Repair & Maintenance	548	1,543	2,840	2,146	8,485	33.47%
FMD Charges & Material	9,006	7,918	26,679	30,086	118,057	22.60%
Software Support	5,708	5,528	23,832	23,111	64,600	36.89%
CEA Equipment Rental	-	-	-	-	2,355	0.00%
Repairs & Maintenance	20,892	17,511	62,882	59,055	208,497	30.16%
Total Operating Expenses	720,115	682,603	2,883,074	2,748,884	9,790,423	29.45%
OPERATING INCOME (LOSS)	(555,552)	(558,885)	(2,352,999)	(2,216,416)	(8,060,875)	
<b>NON-OPERATING REVENUES</b>						
Federal Support	-	-	-	-	2,698,772	0.00%
State Support	18	-	18	-	2,730,141	0.00%
Appleton Support	241,656	224,082	966,624	896,328	673,297	143.57%
Other Local Support	461,295	195,341	1,278,299	1,389,073	1,437,609	88.92%
Investment Income	2,955	795	9,759	7,985	12,500	78.07%
Donations	4,167	20	17,943	33,521	62,653	28.64%
Fund Balance Applied	-	-	-	-	-	0.00%
TOTAL NON-OPERATING REVENUE	710,091	420,238	2,272,643	2,326,907	7,614,972	29.84%
Buildings	-	-	935	-	17,000	0.00%
Machinery & Equipment	2,460	-	2,460	-	-	0.00%
Vehicles	-	-	-	-	-	0.00%
Capital Expenditures	2,460	-	3,395	-	17,000	0.00%
NET INCOME (LOSS)	152,079	(138,647)	(83,751)	110,491	(462,903)	



**City of Appleton**  
**PURCHASED TRANSPORTATION**  
**For four months Ending April 30, 2017**

Description	Month of April Actual	Prior Year April	YTD As of April Actual	Prior YTD April	2017 Amended Budget	2017 % of Total Budget
<b>PURCHASED TRANSPORTATION EXPENSE</b>						
VTII - Disabled	127,793	148,931	562,519	577,136	1,903,548	29.55%
VTII - Elderly	3,100	1,986	11,229	9,933	58,680	19.14%
PT - Optional (Sunday)	1,679	1,211	5,426	5,119	20,119	26.97%
Family Care Sheltered Workshop	41,300	43,032	171,395	170,077	531,838	32.23%
Outagamie County Demand Response Rural	17,762	15,133	71,753	57,665	208,608	34.40%
Outagamie County Human Services Transportation	581	1,921	1,906	4,424	11,418	16.69%
Neenah Dial - A - Ride	12,530	10,074	39,046	45,057	145,530	26.83%
Calumet County New Hope	15,093	1,604	59,131	45,365	181,461	32.59%
Calumet County Van Service	1,188	2,602	6,934	8,687	43,700	15.87%
Connector - Extended Service Hours	37,914	30,515	116,557	115,241	384,000	30.35%
Connector - Extended Service Area	8,405	9,840	25,933	37,535	112,750	23.00%
Downtown Trolley	-	-	-	-	30,024	0.00%
Total Purchased Transportation	267,345	266,849	1,071,829	1,076,239	3,631,676	29.51%

## 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	When Position Filled	Twice/year
Information System Update			07/26/17	Quarterly
Key Performance Indicators			07/26/17	Quarterly