



City of Appleton

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

Meeting Minutes Finance Committee

Monday, March 20, 2023

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30pm.

2. Roll call of membership

Present: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

3. Approval of minutes from previous meeting

[23-0293](#)

Finance Committee minutes

Attachments: [MeetingMinutes Mar-6-2023.pdf](#)

**Meltzer moved, seconded by Siebers, that the Minutes be approved. Roll Call.
Motion carried by the following vote:**

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

4. Public Hearings/Appearances

5. Action Items

[23-0306](#)

Request to award Unit D-23 Sidewalk Construction to BMD Concrete Innovations in an amount not to exceed \$293,000.

Attachments: [Unit D-23.pdf](#)

Siebers moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

[23-0295](#)

Request to award Unit E-23 Miscellaneous Concrete & Street Excavation Repairs to AI Dix Concrete, Inc. in an amount not to exceed \$473,850.

Attachments: [Unit E-23.pdf](#)

Fenton moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

[23-0296](#)

Request to reject all bids for Unit X-23 Water Main Reconstruction.

Attachments: [Bid Rejection - Unit X-23.pdf](#)

Siebers moved, seconded by Van Zeeland, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

[23-0298](#)

Request to approve the 2022-2023 Budget carryover appropriations:

1. Items not under contract \$39,533,841
2. Items requesting Special Consideration \$293,616

(2/3 vote of Council required)

Attachments: [Not Under Contract 2022-2023 Carryover.pdf](#)
[Special Consideration 2022-2023 Carryover.pdf](#)

Fenton moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

[23-0303](#)

Request to approve the following 2022 Budget amendments:

Community Development Block Grant Fund

Federal Grant	+\$97,393
Grant Payments	+\$97,393

to record additional federal funds received in Community Development Block Grant program (2/3 vote of Council required)

Emergency Shelter Grand Fund

Federal Grant	+\$302,687
Grant Payment	+\$302,687

to record additional funds received in the Emergency Shelter Grant program (2/3 vote of Council required)

Room Tax Administration Fund

Room Taxes	+\$78,405
Other Contracts/Obligation	+\$78,405

to record additional room taxes received (2/3 vote of Council required)

Wheel Tax Fund

Wheel Tax	+\$80,469
Transfer Out - General Fund	+\$80,469

to record additional wheel taxes received (2/3 vote of Council required)

Bioterrorism Grant Fund

Health Grants	+\$18,246
Salaries/Fringes	+\$18,246

to record additional Bioterrorism Grant funds received (2/3 vote of Council required)

Debt Service Fund

Premium on Debt Issue	+\$222,356
Consulting Services	+\$ 9,002
Interest Expense	+\$213,354

to record additional expense related to the 2022 debt issue (2/3 vote of Council required)

TIF #11 Fund

Fund Balance Applied	+\$116,265
Tax Refunds	+\$ 41,460
Salaries/Fringe	+\$ 74,805

to record additional expense for tax refunds issued and increased salary and fringe costs (2/3 vote of Council required)

General Fund

Salaries/Fringe Benefits - Human Resources	+\$23,096
Salaries/Fringe Benefits - Community & Economic Dev.	+\$17,512
Wage Reserve	-\$40,608

to allocate wage reserve funds (2/3 vote of Council required)

Attachments: [2022 Final Budget Adjustments.pdf](#)

Siebers moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

6. Information Items

[23-0299](#)

The following 2022-2023 Budget carryover appropriations were approved in accordance with Policy:

1. Amounts under contract \$28,373,225
2. Non-Lapsing Funds \$1,499,097

Attachments: [Under Contract 2022-2023 Carryover.pdf](#)
 [Non-Lapsing 2022-2023 Carryover.pdf](#)

This item was presented.

[23-0305](#)

The following 2022 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

MCH Grant Fund

Health Grants	+\$2,717
Salaries/Fringe	+\$2,717

to record additional MCH grant fund received

Prevention Grant Fund

Health Grants	+\$11,509
Salaries/Fringe	+\$11,509

to record additional Prevention grant funds received

Lead Grant Fund

Health Grants	+\$719
Other Misc. Supplies	+\$719

to record additional Lead grant funds received

Health COVID-19 Response Grant Fund

Health Grants	+\$328
Salaries/Fringe	+\$328

to record additional Health COVID-19 Response grant funds received

TIF #6 Fund

State Aid - Computers	+\$106
Tax Refunds	+\$106

to record additional expense related to tax refunds issued

This item was presented.

7. Adjournment

Siebers moved, seconded by Fenton, that this meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton