



# City of Appleton

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

## Meeting Minutes Finance Committee

---

Monday, March 11, 2019

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:** 4 - Alderperson Plank, Alderperson Siebers, Alderperson Croatt and  
Alderperson Baranowski

**Excused:** 1 - Alderperson Lobner

3. Approval of minutes from previous meeting

[19-0346](#)

Finance Committee minutes from February 25, 2019 meeting

**Attachments:** [MeetingMinutes25-Feb-2019-09-39-46.pdf](#)

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

**Aye:** 4 - Alderperson Plank, Alderperson Siebers, Alderperson Croatt and  
Alderperson Baranowski

**Excused:** 1 - Alderperson Lobner

4. Public Hearings/Appearances

5. Action Items

[19-0347](#)

Request to approve Relocation Order for Construction of Oneida Street, south of Lawrence Street, a stairway to Rocky Bleier Run, assess to the public parking ramp and necessary retaining walls

**Attachments:** [Oneida \(Pfefferle-Hoffman\) - Relocation Order.pdf](#)

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

**Aye:** 4 - Alderperson Plank, Alderperson Siebers, Alderperson Croatt and  
Alderperson Baranowski

**Excused:** 1 - Alderperson Lobner

[19-0349](#)

Request for City of Appleton to waive the sidewalk special assessment for 1225 W Cedar Street in exchange for dedication of 752 SF of property needed for future maintenance, and to install a sheet pile retaining wall for the construction of the sidewalk / multi-purpose sidepath

**Attachments:** [Cedar St sidewalk sp assessment.pdf](#)

**Alderperson Croatt moved, seconded by Alderperson Plank, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Alderperson Plank, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

**Excused:** 1 - Alderperson Lobner

[19-0352](#)

Request to approve the following 2018 Budget adjustments:

**Housing Rehabilitation Grant**

|                           |             |
|---------------------------|-------------|
| Project Repayment Revenue | +\$ 53,900  |
| Federal Grants            | +\$ 76,000  |
| Fund Balance              | - \$ 42,511 |
| Grant Expenses            | +\$172,411  |

to record additional project repayments and grant funds awarded in 2018 and related expenditures (2/3 of Common Council required for approval)

**Police Grants Fund**

|                |           |
|----------------|-----------|
| State Grants   | +\$60,660 |
| Local Aid      | +\$10,000 |
| Grant Expenses | +\$70,660 |

to record additional local and state grant revenue and related expenditures (2/3 of Common Council required for approval)

**General Fund- Fire Department**

|            |           |
|------------|-----------|
| State Aids | +\$70,000 |
| Salaries   | +\$70,000 |

to record additional State reimbursement for overtime incurred in training exercises (2/3 of Common Council required for approval)

**General Fund**

|  |            |
|--|------------|
| Salaries/Fringe Benefits - Police Department | +\$97,000  |
| Salaries/Fringe Benefits - Mayors Office     | +\$ 1,100  |
| Wage Reserve                                 | - \$98,100 |

to allocate wage reserve funds (2/3 of Common Council required for approval)

**Attachments:** [Finance Committee - 2018 Final Budget adjustments\\_.pdf](#)

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

**Aye:** 4 - Aldersperson Plank, Aldersperson Siebers, Aldersperson Croatt and Aldersperson Baranowski

**Excused:** 1 - Aldersperson Lobner

**6. Information Items**

[19-0350](#)

Director's Reports:

Finance

- Tyler Munis ERP Project
- Staffing
- 2018 Audit

**This Presentation was presented**

[19-0351](#)

The following 2018 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

**Health - Prevention Grant**

|                        |           |
|------------------------|-----------|
| State Grant            | +\$10,250 |
| Miscellaneous Supplies | +\$10,250 |

to record additional grant funds received

**TIF 3 Special Revenue Fund**

|               |        |
|---------------|--------|
| Audit Expense | +\$53  |
| Fund Balance  | - \$53 |

to record additional audit expenses incurred in excess of budget

**TIF 10 Capital Projects Fund**

|               |        |
|---------------|--------|
| Audit Expense | +\$53  |
| Fund Balance  | - \$53 |

to record additional audit expenses incurred in excess of budget

**This Presentation was presented**

[19-0358](#)

Contract 75-17 was awarded to August Winter & Sons for \$398,575 with a contingency of \$59,786 for Iron Salt Rehab. Change orders were approved totaling \$23,795. Final contract amount is \$422,370 with a contingency of \$35,991. Payments issued to date total \$411,810.75. Request final payment of \$10,559.25

**This Presentation was presented**

7. Adjournment

**Aldersperson Croatt moved, seconded by Aldersperson Baranowski, that the meeting be adjourned. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Alderperson Plank, Alderperson Siebers, Alderperson Croatt and  
Alderperson Baranowski

**Excused:** 1 - Alderperson Lobner