



City of Appleton

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

Meeting Minutes Finance Committee

Monday, July 25, 2022

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 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Fenton

3. Approval of minutes from previous meeting

[22-0905](#)

June 1, 2022 and July 11, 2022 Finance Committee minutes

Attachments: [MeetingMinutes Jun 01-2022-08-01-28.pdf](#)

[MeetingMinutes Jul 11-2022-02-31-26.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Fenton

4. Public Hearings/Appearances

5. Action Items

[22-0960](#)

Request to approve the following 2022 Budget amendment:

ARPA Special Revenue Fund

Transfer Out - Parking Utility	+\$1,500,000
Fund Balance Applied	+\$1,500,000

to record use of ARPA funds as lost revenue for the Parking Utility (2/3 vote of Council required)

Attachments: [2022 ARPA Lost Revenue.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Fenton

[22-0904](#)

Request to approve the following 2022 Budget amendments:

General Fund - Police

Insurance Proceeds	+\$ 27,106
Miscellaneous Equipment	+\$ 27,106

to record the insurance proceeds for the replacement of a damaged drone (2/3 vote of Council required)

General Fund - Police

Miscellaneous State Aids	+\$225,618
Miscellaneous Equipment	+\$225,618

to record funds received from a Department of Administration grant for Safer Communities to support purchase of Cradlepoint wireless router system (2/3 vote of Council required)

Attachments: [Drone Memo.pdf](#)
 [Safer Communities Memo.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: 4 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Fenton

[22-0958](#)

Request to approve the following 2022 Budget amendment:

Facilities Management Capital Projects Fund

Telulah Park Pickleball Complex Project	+\$27,000
Einstein Park Land Improvement Project	-\$27,000

to reallocate excess budget funds from the Einstein Park Land Improvement project to the Telulah Park Pickleball Complex project (2/3 vote of Council required)

Attachments: [Budget Transfer Einstein Park to Telulah Park.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Fenton

[22-0959](#)

Request to approve amendment and change order of \$27,593 to contract #21-22 Telulah Park Pickleball Complex Project for the addition of geogrid and breaker stone resulting in the contract to Northeast Asphalt increasing from \$586,552 to \$614,145.

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

Aye: 4 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Fenton

[22-0906](#)

CEA Review Committee Report

Attachments: [CEA Review Committee MeetingMinutes11-Jul-2022-08-11-19.pdf](#)

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

Aye: 3 - Meltzer, Firkus and Van Zeeland

Nay: 1 - Siebers

Excused: 1 - Fenton

[22-0966](#)

Request to award the Council Chamber Tech Upgrade project to Camera Corner/Connecting Point in the amount of \$49,930

Attachments: [2022 Council Chamber RFP Action and Info.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: 4 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Fenton

6. Information Items

[22-0957](#)

Contract 149-20 was awarded to B&P Mechanical, Inc. for the AWWTP D- Building HVAC Upgrades Project in the amount of \$93,976 with a contingency of \$9,398. One change order was issued in the amount of \$7,955.34 to infill the removed ductwork with a window in-lieu of brick to match existing conditions. Payments to date total \$92,297.25. Request to issue the final contract payment of \$9,634.09.

This final contract payment was presented

[22-0922](#)

2022 Finance Mid-Year Report

Attachments: [2022 Finance Mid-Year Report.pdf](#)

This report was presented

[22-0923](#)

2022 Legal Services Mid-Year Report

Attachments: [2022 Legal Mid-Year Report.pdf](#)

This report was presented

[22-0924](#)

2022 Parks, Recreation and Facilities Management Mid-Year Report

Attachments: [2022 PRFM Mid-Year Report.pdf](#)

This report was presented

7. Adjournment

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

Aye: 4 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Fenton