



# City of Appleton

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

## Meeting Agenda - Final Finance Committee

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Monday, March 21, 2022

5:30 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

[22-0385](#) March 7, 2022 Finance Committee meeting minutes

**Attachments:** [MeetingMinutes Mar 07-2022-12-30-50.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[22-0386](#) Request approval to deed City owned land on Gardenia Drive in the Village of Little Chute to the abutting property owners with no future special assessments for the future street connection

**Attachments:** [Gardenia Dr memo.pdf](#)

[22-0393](#) Request to award the City of Appleton's 2022 AWWTP Hardscape Renovation project to Vinton Construction Co, Inc in the amount of \$335,602 with a contingency of 12% for a project total not to exceed \$375,875, along with the following 2022 budget amendment:

AWWTP Electrical Distribution Upgrades project	- \$ 67,821
AWWTP Hardscape Renovation project	+\$ 67,821

to transfer excess funds from the Electrical Distribution Upgrades project to the Hardscape Renovation project

**Attachments:** [2022 AWWTP Hardscapes Repairs with Budget transfer.pdf](#)

[22-0394](#)

Request to approve the following 2021 Budget amendments:

**Community Development Block Grant Fund**

Federal Grant	+\$292,876
Grant Payments	+\$292,876

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

**Emergency Shelter Grant Fund**

Federal Grant	+\$546,081
Grant Payments	+\$546,081

to record additional funds received for COVID-19 mitigation (2/3 vote of Council required)

**Housing Rehabilitation Loan Fund**

Federal Grant	+\$107,332
Project Repayments	+\$ 31,631
Grant Payments	+\$138,963

to record additional funds received in the Housing Rehabilitation Loan program (2/3 vote of Council required)

**City Center Capital Projects Fund**

Fund Balance Applied	+\$ 4,158
Machinery & Equipment	+\$ 4,158

to record additional expense related to equipment (2/3 vote of Council required)

**Attachments:** [2021 Final Budget adjustments .pdf](#)

[22-0403](#)

Request to approve appropriate funding authority to pay Parks & Recreation Seasonal Employee incentives (also appears on the Human Resources agenda and the Parks & Recreation agenda as informational items)

**Attachments:** [2022 Seasonal Pay \(Finance\).pdf](#)

**6. Information Items**

[22-0387](#) Contract 109-21 was awarded to IEI General Contractors for the 2021 Water Treatment Plant Gate Upgrades project in the amount of \$186,764 with a contingency of \$28,014. One change order was issued in the amount of \$6,141 for additional excavation/asphalt replacement along with spare conduits and handholes. Payments to date total \$183,259.29. Request to issue the final contract payment of \$9,645.23

[22-0388](#) Contract 67-20 was awarded to Advance Construction for \$1,108,331 with a contingency of \$44,333 for Ballard Road Water Reconstruction. Change orders were approved totaling \$57,000. Final contract amount is \$1,165,331 with a contingency of \$0. Payments issued to date total \$1,043,891.22. Request final payment of \$70,880.66

[22-0389](#) Change Order #1 to Staab Construction for the DAF Conversion to Receiving Tank Project in the amount of \$9,149 for the replacement of tank wall carbon steel resulting in a decrease of contingency from \$24,700 to \$15,551

**Attachments:** [Change Order 1 DAF to Receiving Station 03-09-22.pdf](#)

[22-0391](#) Change Order No. 2 to contract 133-21, Unit U-21 Apple Creek Court and Plamann Park Sewer and Water Construction, to connect new sewer and water to existing park shelters including abandonment of existing septic tanks in the amount of \$36,870. This change order reduces contingency from \$76,600 to \$39,730. Overall contract amount remains unchanged

**Attachments:** [Unit U-21 Change Order No. 2.pdf](#)

[22-0392](#)

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

**General Fund - Library**

Reimbursements - Friends of the Library	+ \$34,000
Administration Expenses	+ \$ 8,000
Children's Services Expenses	+ \$ 9,000
Community Partnership Expenses	+ \$15,000
Materials Management Expenses	+ \$ 2,000

to record funds received from the Friends of the Appleton Public Library

**General Fund - Library**

Donations	+ \$ 169
Materials Management	+ \$ 150
Children's Services	+ \$ 19

to record community donations for materials management and children's services

**Attachments:** [Library Amendment.pdf](#)

[22-0395](#)

The following 2021 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

**Police Grants Fund**

Federal Grant	+ \$ 8,513
Other Miscellaneous Supplies	+ \$ 8,513

to record additional Federal grant funds received

**Room Tax Administration Fund**

Room Taxes	+ \$ 6,928
Other Contracts/Obligation	+ \$ 6,928

to record additional room taxes received

**Prevention Grant Fund**

Health Grants	+ \$ 1,679
Other Miscellaneous Supplies	+ \$ 1,679

to record additional Prevention Grant funds received

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.*

*For questions regarding the agenda, please contact Director Jeri Ohman at (920) 832-5742.*



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, March 7, 2022

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

*Ald. Firkus is virtual.*

**Present:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

3. Approval of minutes from previous meeting

[22-0266](#)

February 21, 2022 Finance Committee meeting minutes

**Attachments:** [MeetingMinutes Feb 21-2022-09-09-11.pdf](#)

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

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

4. **Public Hearings/Appearances**

5. **Action Items**

[22-0273](#)

Request to approve the 2021-2022 Budget carryover appropriations:

1. Items not under contract \$24,152,421
2. Items requesting Special Consideration \$686,626

(2/3 vote of Council required)

**Attachments:** [Not Under Contract 2021-2022 Carryover.pdf](#)  
[Special Consideration 2021-2022 Carryover.pdf](#)

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

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0267](#)

Request to award Unit C-22 Sidewalk Sawcutting to ASTI Sawing, Inc in an amount not to exceed \$30,000 (year 2 of 3-year agreement)

**Attachments:** [Award of Contract Unit C-22.pdf](#)

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

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0268](#)

Request to award Unit B-22 Asphalt Pavement Reconstruction to Peters Concrete Company in the amount of \$1,445,674 with a 7% contingency of \$100,000 for a project total not to exceed \$1,545,674. This is contingent upon the approval of the \$275,000 budget adjustment/carryover request.

**Attachments:** [Award of Contract Unit B-22.pdf](#)

**Reed 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, Reed, Siebers, Firkus and Van Zeeland

[22-0269](#)

Request to approve Finance Committee Report 2-P-22 for Sanitary Laterals, Storm Laterals and Storm Main

**Attachments:** [Report 2-P-22.pdf](#)

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

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0274](#)

Request to award the 2022 AWWTP Electrical Distribution Upgrades - Phase 5 Project contract to Van Ert Electric, Inc in the amount of \$1,595,000 with a contingency of 10% for a project total not to exceed \$1,754,500

**Attachments:** [2021 AWWTP Electrical Distribution Upgrades Phase 5 \(Final\).pdf](#)

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

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0278](#)

Request to award the 2022 Green Meadows Tennis and Basketball Court Reconstruction to Northeast Asphalt, Inc in the amount of \$230,550 with a contingency of \$20,850 for a total not to exceed \$251,400

**Attachments:** [2022 Green Meadows Tennis and Basketball Court Action Items.pdf](#)

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

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0282](#)

Request approval to participate in the Solar Now Program at the Library, Municipal Services Building and Valley Transit

**Attachments:** [2022 SolarNOW.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:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0054](#)

#2-R-22 Improve Communication, Technology, and Pedestrian Safety

**Attachments:** [Finance Committee Resolution 2-R-22.pdf](#)  
[#2-R-22 Communication, Technology Ped. Safety.pdf](#)  
[Resolution 2-R-22 memo.pdf](#)

*The Resolution was recommended for approval as amended (3/2), following the recommendations outlined in Mayor Woodford's March 3, 2022 memo:*

- Allocate and authorize \$75,000 for a consultant to evaluate the Enhanced Crosswalk Program
- Allocate and authorize \$60,000 for IT systems upgrades

*The following allocation/authorization will be held and taken up by the Finance Committee in the future:*

- Hold \$100,000 for website re-design
- Hold remaining \$150,000 for Enhanced Crosswalk program
- Hold remaining \$90,000 for technology upgrades

**Van Zeeland moved, seconded by Meltzer, that the Resolution be approved as amended. Roll Call. Motion carried by the following vote:**

**Aye:** 3 - Meltzer, Firkus and Van Zeeland

**Nay:** 2 - Reed and Siebers



[22-0272](#)

Change Order No 7 to Staab Construction contract as part of the 2019 AWWTP Improvements Projects totaling \$57,614 resulting in a decrease in contingency from \$216,845 to \$159,231

**Attachments:** [2019 AWWTP Improvements Staab Change Order No7.pdf](#)  
[CO-07-Cost to provide six 12in SS Knife Gate Valves.pdf](#)

*Moved up to action item 5-0.*

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

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

## 6. Information Items

[22-0270](#)

Contract 25-21 was awarded to Dorner, Inc for \$3,290,297 with a contingency of \$82,257 for Sewer and Water Reconstruction No. 1. Change orders were approved totaling \$16,300. Final contract amount is \$3,306,597 with a contingency of \$82,257. Payments issued to date total \$3,043,734.08. Request final payment of \$32,902.97

**This Presentation was received and filed**

[22-0271](#)

Change Order No 6 to Staab Construction contract as part of the 2019 AWWTP Improvements Projects totaling \$19,155 resulting in a decrease in contingency from \$236,000 to \$216,845

**Attachments:** [2019 AWWTP Improvements Staab Change Order No6.pdf](#)  
[2019 AWWTP Improvements Project\\_CO6\\_Fully Executed.pdf](#)

**This Presentation was received and filed**

[22-0283](#)

The following 2021-2022 Budget carryover appropriations were approved in accordance with Policy:

1. Amounts under contract \$16,940,289
2. Non-Lapsing Funds \$1,192,384

**Attachments:** [Under Contract 2021-2022 Carryover.pdf](#)  
[Non-Lapsing 2021-2022 Carryover.pdf](#)

**This Presentation was received and filed**

7. Adjournment

**Reed moved, seconded by Van Zeeland, that the meeting be adjourned. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland



“...meeting community needs...enhancing quality of life.”

## MEMO

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**TO:** Finance Committee

**FROM:** Paula Vandehey, Director of Public Works *PAV*

**DATE:** March 17, 2022

**SUBJECT:** **Request to deed City owned land on Gardenia Drive in the Village of Little Chute to the abutting property owners with no future special assessments for the future street connection.**

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In 2017, the City of Appleton purchased two lots in the Little Chute Crosswind Estates Subdivision. This purchase was to ensure a roadway connection between the neighboring subdivisions eliminating another roadway connection to French Road, as shown on the attached maps. Although we had to purchase two lots equaling 163 feet of frontage, our actual need is 60 feet of street right-of-way.

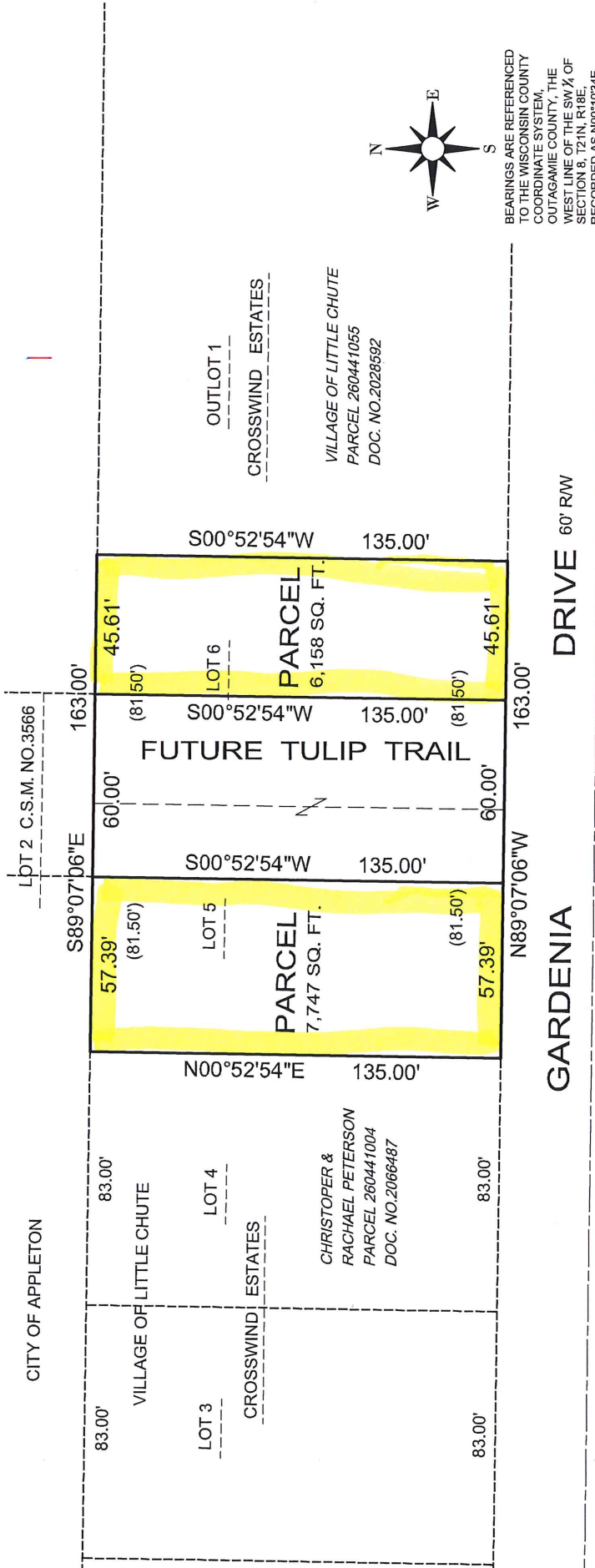
Once this roadway connection is constructed it will become street right-of-way within the Village of Little Chute. However, with the ownership of the remnant land not part of the 60-foot right-of-way, the City of Appleton is responsible for all maintenance including cutting the lawn and shoveling the sidewalk.

Therefore, we request permission to deed the remnant land to the abutting property owners. We also recommend that no future special assessment for the future street connection be charged to the adjacent property owners accepting such dedication.

Attachments

# EXHIBIT

DESCRIPTION: REDIVISION OF LOTS 5 AND 6 OF CROSSWIND ESTATES, LOCATED IN THE NW 1/4 OF THE SW 1/4 OF SECTION 8, T.21N., R.18E., VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.



BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, OUTAGAMIE COUNTY, THE WEST LINE OF THE SW 1/4 OF SECTION 8, T21N, R18E, RECORDED AS N00°10'34E

**CITY OF APPLETON**  
 DEPT. OF PUBLIC WORKS  
 ENGINEERING DIVISION  
 100 NORTH APPLETON STREET  
 APPLETON, WI 54911

920-832-6474

DRAFTED BY: T. KROMM

H:\Acad\Exhibit\2022\Tulip Trail\Commet\_0221\_2022

SCALE IN FEET









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**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**

1819 East Witzke Boulevard  
Appleton, Wisconsin 54911-8401  
(920) 832-5572 FAX (920) 993-3103  
Email - [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org)

TO: Finance Committee

FROM: Dean R. Gazza

DATE: 3/21/2022

RE: Action: Award the City of Appleton "2022 AWWTP Hardscape Renovation Project" contract to Vinton Construction Co., Inc. in the amount of \$335,602.45 with a contingency of 12% for a project total not to exceed \$375,875.

Action: Approve budget transfer of \$67,821 from the "2022 AWWTP Electrical Distribution Upgrades Project" to "2022 AWWTP Hardscape Renovation Project."

The 2022 Capital Improvement Plan includes \$300,000 and \$57,854 carryover from the 2021 hardscapes project to complete the 2022 Hardscape Renovation Project at the Appleton Wastewater Treatment Plant. Of that amount, \$49,800 has been allocated to design leaving a balance of \$308,054 for construction. This project includes replacing the access road from F1-Building to D-Building and R-Building to F2-Building along with installing new stormwater collection structures. The recommendations for repairs were determined by our consulting engineer after a hardscape audit was completed at the site. The 2022 unit costs bid higher than what was estimated due to the current market conditions and has caused the need for the requested budget transfer.

The bids were received as follows:

<b>Vinton Construction Co., Inc. (low bid)</b>	\$335,602.45
Highway Landscapers, Inc.	\$423,414.90

We are requesting a budget transfer from the 2022 AWWTP Electrical Distribution Project. The 2022 AWWTP Electrical Distribution Project bids came in under the estimated budget.

Our Design Consultant has written the City of Appleton a formal letter of recommendation to award the contract to Vinton Construction Co., Inc. The Parks, Recreation, and Facilities Management Department has also reviewed the bids and is in agreement with the Design Consultants recommendation. Therefore, we recommend awarding the contract to Vinton Construction Co., Inc. in the amount of \$335,602.45 plus a contingency of 12% only to be

utilized as needed.

Please contact me at 832-5572 or at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org) with any questions.



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**TO:** Finance Committee  
**FROM:** Jeri Ohman, Finance Director  
**DATE:** March 21, 2022  
**RE:** Request approval of final 2021 Budget adjustments

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In closing out 2021, the following funds showed expenditures in excess of budget. I am requesting budget adjustments to bring them back into compliance. All adjustments are fully fundable by revenues or fund balance within their respective funds.

Community Development Block Grant (CDBG) Fund

This fund accounts for the receipt and disbursement of Federal Community Development Block Grant proceeds. As a result of the actual grant awarded in 2021 being higher than estimated at the time the budget was prepared, a budget amendment is being requested to increase the grant revenue and related disbursements.

Emergency Shelter Grant Fund

The Emergency Shelter Grant Fund received awards during 2021 for COVID-19 response expenditures that were higher than estimated at the time the budget was prepared. The budget amendment records the additional grant funds received along with the related expenditures.

Housing Rehabilitation Grant Fund

The Housing Rehabilitation Grant program is funded by a combination of federal grants and repayments of past home improvement loans made through the program. At the time of budget preparation, the amount of these funding sources for the upcoming year are not certain, so an estimate is made. In 2021, the actual amounts received from both sources were higher than originally budgeted, thus a budget adjustment is being requested to record the increased revenues and related project expenses.

City Center Capital Projects Fund

In 2021, the City Center Capital Projects Fund included unspent 2019 bond proceeds that were intended for the purchase of election equipment. These purchases were completed in 2021. The requested budget adjustment reflects the use of bond proceeds and the related expense.

Thank you for your consideration of these budget adjustments. As always, feel free to contact me if you have questions.





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**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**

1819 East Witzke Boulevard  
Appleton, Wisconsin 54911-8401  
(920) 832-5572 FAX (920) 993-3103  
Email - [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org)

TO: Finance Committee

FROM: Dean R. Gazza

DATE: 3/21/2022

RE: Action: Request to appropriate funding authority to pay Parks & Recreation Seasonal Employee incentives.

The lack of applicants and increasing competition for wages both locally and nationally has required Parks & Recreation and Human Resources to develop new strategies to hire and retain seasonal employees. The Parks & Recreation department hires approximately 275 seasonal employees annually. By the end of February/early March we have reassessed our ability to fill positions for the upcoming summer. This year, the lack of applicants in some areas has been much higher than years past requiring us to incentivize potential candidates and those that are hired.

The areas in which we are experiencing a significant decrease in applicants are in our grounds maintenance, lifeguards, slide attendants and umpires. In addition, we have already taken steps to recruit pool managers. These positions make up approximately 125 seasonal employees.

After collaborative work with Human Resources we have developed various strategies focusing on not only recruitment, but also on retention through the end of summer. The following plan has been developed:

- Hiring Bonus - \$100 (Must work through July 31st)
- Retention Bonus - \$100 (Must work through August 26th)
- An increase of \$1 per each hour worked on Friday, Saturday & Sunday
- Referral Bonus - \$50 for each person referred and hired
- An increase of \$1 per hour during the months of April, September, and October

To mitigate the cost, impact the department is reviewing ways to increase offsetting revenues and to reduce expenses. For any funding that cannot be offset, we will look to wage reserves for any remaining excess costs.

Please contact me at 832-5572 or at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org) with any questions.



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Department of Utilities  
Wastewater Treatment Plant  
2006 E Newberry Street  
Appleton, WI 54915-3128  
920-832-5945 tel.  
920-832-5949 fax

**TO:** Chairperson William Siebers and Members of the Finance Committee

**FROM:** Utilities Director Chris Shaw

**DATE:** Thursday, March 17, 2022

**RE:** *Information Item: Change Order #1 to Staab Construction for the DAF Conversion to Receiving Tank Project in the amount of \$9,149 for the replacement of tank wall carbon steel resulting in a decrease of contingency from \$24,700 to \$15,551*

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## **BACKGROUND**

The #2 Dissolved Air Flootation (DAF) Tank has been identified as an additional hauled waste receiving tank. The tank will provide an additional 35,000 gallons or a 50% increase in receiving station capacity. The DAF will also be able to revert to a DAF should the need arise. As a receiving station tank, a protective coating on all carbon steel components is required.

## **CHANGE ORDER #1**

Change Order #1 is for both the replacement of deteriorated carbon steel in the tank and for the fabrication and installation of pipe stands. the final change order for this project. The cost includes all materials and labor to accomplish the objectives.

## **SUMMARY**

Change Order #1 to Staab Construction for the DAF Conversion to Receiving Tank Project in the amount of \$9149 for the replacement of tank wall carbon steel resulting in a decrease of contingency from \$24,700 to \$15,551

**CHANGE ORDER**

Change Order No. 2

Date 03/17/22

Contract No. 133-21 for the following public work : Unit U-21, Apple Creek Ct & Plamann Park S&W Construction

between Superior Sewer & Water 1801 Deer Trail Ct, Luxemburg, WI 54217  
 (Contractor Name) (Contractor Address)

and the City of Appleton dated: 20-Oct-21 is hereby changed in the following particular wit:

Item No.	Account No.	Current Contract Amount	Current Contingency	C.O. Amount (+/-)	Contingency (+/-)	New Contract Total	New Contingency Total
1	<u>5431.690803</u>	<u>\$2,796,331.08</u>	<u>\$47,715.73</u>	<u>\$26,870.00</u>	<u>(\$26,870.00)</u>	<u>\$2,823,201.08</u>	<u>\$20,845.73</u>
2	<u>53206730.680905</u>	<u>\$1,124,709.72</u>	<u>\$28,044.77</u>	<u>\$10,000.00</u>	<u>(\$10,000.00)</u>	<u>\$1,134,709.72</u>	<u>\$18,044.77</u>
3	<u>5230.6809.4</u>	<u>\$1,540.00</u>	<u>\$839.50</u>			<u>\$1,540.00</u>	<u>\$839.50</u>
4							
5							
6							
7							
8							
9							
10							
	<b>Total</b>	<u>\$3,922,580.80</u>	<u>\$76,600.00</u>	<u>\$36,870.00</u>	<u>(\$36,870.00)</u>	<u>\$3,959,450.80</u>	<u>\$39,730.00</u>

Reason for Change: Connect new sewer and water to existing park shelters including abandonment of existing septic tanks.

All costs on this change order will be billed back to Outagamie County.

The Contract Time will be (increased / decreased / unchanged) by this Change Order: 0 Days

The Date of Completion as of the date of this Change Order therefore is: 06/16/22

Finance Committee Agenda Date: 03/21/22

Date approved by Council: 04/06/22

**CITY OF APPLETON**  
**BUDGET AMENDMENT REQUEST**  
**Budget Year 2022**

<u>Description</u>	ORG	OBJECT	PROJ (In GL)	SEG 3	Amount
	PROJECT	SEG 1	SEG 2		
Friends Grant Distribution	LIB-FRIEND	LIBADMIN	OTHEREIMB		\$ 34,000
Admin: Awards & Recognition	LIB-FRIEND	LIBADMIN	AWARD/RECOG		\$ 1,000
Admin: Food & Provisions	LIB-FRIEND	LIBADMIN	FOOD/PROV		\$ 800
Admin: Printing	LIB-FRIEND	LIBADMIN	OUTPRINT		\$ 1,200
Admin: Advertising	LIB-FRIEND	LIBADMIN	MARKETING		\$ 4,000
Admin: Contracts	LIB-FRIEND	LIBADMIN	OTHCONTR		\$ 1,000
Childrens: Supplies	LIB-FRIEND	CHILDSERV	SUPPLIES		\$ 6,000
Childrens: Contracts	LIB-FRIEND	CHILDSERV	OTHCONTR		\$ 3,000
CP: Supplies	LIB-FRIEND	COMMPART	SUPPLIES		\$ 3,000
CP: Wage	LIB-FRIEND	COMMPART	PTWAGES		\$ 6,000
CP: Contracts	LIB-FRIEND	COMMPART	OTHCONTR		\$ 6,000
MM: Library Materials	LIB-FRIEND	MATERIALS	BOOKS/MATS		\$ 2,000
Other Reimbursements	16032	503500	OTHEREIMB		\$ 150
MM: Library Materials	16032	659900	OTHCONTR		\$ 150
Other Reimbursements	16021	503500			\$ 19
Children's: Contracts-ROR	16021	503500	3954		\$ 19

8,000  
9,000  
15,000

For the purpose of:

- Friends of APL first half of 2022 distribution of grant funds
- Patron Contribution- C. Dorn & K. Dorn -Materials Management
- United Way Contribution-ROR

Requested by: Callen Portvedt  
Department Head

2/24/2022  
Date



Information:

Judith Chman 3/16/22  
Finance Director Date

Nancy J. Fuen 2/24/2022  
Mayor Date

Reported to Finance Committee: \_\_\_\_\_  
Date

Action:

\_\_\_\_\_  
Date

Finance comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Budget Entry (BE) No.: \_\_\_\_\_