



CITY OF APPLETON

Appleton Public Library
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Memo

To: Appleton Public Library Board of Trustees; City of Appleton Finance Committee

From: Colleen Rortvedt, Library Director

Date: January 8, 2025

Subject: Approval to accept Non-State Grant Award of \$274,000

The Wisconsin Department of Administration (State), through the State Building Commission and the Non-State Grant Award, has awarded a \$274,000 grant to the Appleton Public Library (Library) project to support the transformative renovation of the library building and enhance its role as a community and cultural hub, providing modernized facilities to meet the evolving needs of the Appleton community (Project). Trustee approval is required to accept this grant.

Key Terms of the Agreement:

- The State will reimburse construction expenses up to \$274,000.
- The Library has secured non-state revenue sources covering at least half of the \$40,400,000 total project cost.
- Beyond the grant payment, the State assumes no responsibility for the facility.
- The Library indemnifies the State against liabilities related to the Project.
- The Library accepts a 20-year land use restriction ensuring the property serves the purposes of the Project. If the library building ceases to serve a public purpose, the State retains an ownership interest proportional to the grant amount.
- The Library must adhere to non-discrimination and equal employment opportunities.
- Payments are contingent upon the submission of requisition forms and proof of incurred expenses.

Upon approval, the agreement will be signed, staff will complete the requirements of the grant, and request reimbursement of funds.