



City of Appleton

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

Meeting Minutes Finance Committee

Monday, December 11, 2023

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30pm

2. Pledge of Allegiance

3. Roll call of membership

Present: 4 - Firkus, Croatt, Fenton and Hartzheim

Excused: 1 - Van Zeeland

4. Approval of minutes from previous meeting

[23-1490](#)

11/20/23 and 12/06/23 Meeting Minutes

Attachments: [MeetingMinutes Nov-20-2023.pdf](#)
[MeetingMinutesDec-6-2023.pdf](#)

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

Aye: 4 - Firkus, Croatt, Fenton and Hartzheim

Excused: 1 - Van Zeeland

5. **Public Hearing/Appearances**

[23-1491](#)

Ms. Diane Keuther, Commodore of the Appleton Yacht Club to present the Club's financial reports.

Attachments: [AYC Oct 2023 Financials.pdf](#)
[2023 Appleton Yacht Club Annual Review.pdf](#)

6. **Action Items**

[23-1407](#)

Resolution #13-R-23 To Use ARPA Funding for Flock License Plate Reading Cameras for APD

Attachments: [#13-R-23 ARPA Funds for Flock License Cameras for APD.pdf](#)

Motion to amend resolution to reallocate ARPA funds (within the Community Wellness, Mental Health, and Violence Prevention fund) to move \$125,000 to lost revenue fund to allow for the leasing of an additional 10 Flock cameras.

Motion by Ald. Hartzheim; seconded by Croatt.

Vote: 3-1 (Ald. Fenton nay)

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

Aye: 3 - Firkus, Croatt and Hartzheim

Nay: 1 - Fenton

Excused: 1 - Van Zeeland

[23-1408](#)

Resolution #14-R-23 Changing the Timeline for Budget Delivery to the Common Council

Attachments: [#14-R-23 Change Budget Delivery to Council Timeline.pdf](#)

Hartzheim moved, seconded by Croatt, that the Report Action Item be recommended for approval. Roll Call. Motion failed by the following vote:

Nay: 4 - Firkus, Croatt, Fenton and Hartzheim

Excused: 1 - Van Zeeland

Hartzheim moved, seconded by Croatt, that the Report Action Item be recommended for denial. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Croatt, Fenton and Hartzheim

Excused: 1 - Van Zeeland

[23-1492](#)

Request to approve the Relocation Order associated with the reconstruction of Linwood Avenue.

Attachments: [1183-1185 - Linwood 2023 - Relocation Order.pdf](#)

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

Aye: 4 - Firkus, Croatt, Fenton and Hartzheim

Excused: 1 - Van Zeeland

[23-1493](#)

Request to approve Change Order #1 to Scott Lamers Construction, LLC contract 35-23: Unit Y-23 Lead/Galvanized Water Service Replacements to account for additional properties added to the 2023 program totaling \$74,193.13 resulting in a decrease in contingency from \$99,090 to \$24,896.87.

Attachments: [Finance Committee Memo Change Order#1 Y23-20231127.pdf](#)

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

Aye: 4 - Firkus, Croatt, Fenton and Hartzheim

Excused: 1 - Van Zeeland

[23-1494](#)

Request to approve the following budget amendment:

<u>ARPA Special Revenue Fund</u>	
Transfer Out - Parking Utility	+ \$244,000
Fund Balance Applied	+ \$244,000

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

Attachments: [Memo - DPW Parking Utility 2023 Budget Amendment.pdf](#)
[Finance Committee - ARPA Memo 10-11-21.pdf](#)

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

Aye: 4 - Firkus, Croatt, Fenton and Hartzheim

Excused: 1 - Van Zeeland

[23-1495](#)

Request to approve the following 2023 budget amendments:

Facilities

Damage to City Property + \$19,741

Building Repairs & Maintenance + \$19,741

To record insurance proceeds for damages to Jaycee Pavilion

General Fund - Police

Donation + \$22,337

Miscellaneous Supplies + \$ 7,592

Other Contracts & Obligations + \$14,745

To record donation from the Community Foundation for the Fox Valley Region, Appleton Police K9 Program

Attachments: [MPIC check for damage to Jaycee Park Pavilion.pdf](#)

[Community Foundation donation memo.pdf](#)

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

Aye: 4 - Firkus, Croatt, Fenton and Hartzheim

Excused: 1 - Van Zeeland

[23-1496](#)

Request approval to create a Special Revenue Fund for the Ellen Kort Peace Park.

Attachments: [Request to Establish Special Revenue Fund.pdf](#)

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

Aye: 4 - Firkus, Croatt, Fenton and Hartzheim

Excused: 1 - Van Zeeland

7. Information Items

[23-1500](#)

The following 2023 budget adjustments were approved by the Mayor and Finance Director in accordance with policy:

General Fund - Fire

Donations	+ \$2,000
Miscellaneous Equipment	+ \$2,000

To record WE Energies Foundation donation for emergency medical equipment to be used during training

General Fund - Fire

Donations & Memorials	+ \$1,500
Miscellaneous Equipment	+ \$1,500

To record donation from Fox Cities Marathon for PPE to be used during emergency response

General Fund - Park & Recreation

Donations	+ \$10,000
Grounds Repairs & Maintenance	+ \$10,000

To record donation for Pierce Park for exercise & playground equipment

This item was presented

8. Adjournment

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

Aye: 4 - Firkus, Croatt, Fenton and Hartzheim

Excused: 1 - Van Zeeland