



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Agenda - Final Finance Committee

Monday, December 8, 2025

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership
4. Approval of minutes from previous meeting

[25-1447](#) Finance Committee meeting minutes

Attachments: [Finance Committee Minutes Nov 5, 2025 .pdf](#)

5. Public Hearing/Appealances

6. Action Items

[25-1437](#) Request to approve the following 2025 Budget amendment:

General Fund - Police

Miscellaneous Revenue	+ \$32,975
Miscellaneous Equipment	+ \$32,975

To record asset forfeiture funds to be used to purchase new SWAT equipment.
(2/3 vote of Council required)

Attachments: [Request for spending authority memo \(1\).pdf](#)

[25-1438](#) Request to approve the following 2025 Budget amendment:

General Fund - Police

Donations & Materials	+ \$36,720
Training/Conferences	+ \$11,720
Other Misc. Supplies	+ \$ 7,000
Other Contracts/Obligation	+ \$18,000

To record K9 donations used for purchase and training, and donations used for bike helmets for the annual Bike Safety Program. (2/3 vote of Council required)

Attachments: [Request for spending authority memo \(2\).pdf](#)

[25-1439](#)

Request to approve the following 2025 Budget amendment:

General Fund - Hazardous Materials

Miscellaneous: State Aids	+ \$17,542
Miscellaneous: Equipment	+ \$17,542

To record receipt of grant and funding for equipment. (2/3 vote of Council required)

[25-1484](#)

Request to approve write off of \$62,590.10 of accounts receivable invoices and \$16,005.50 of personal property taxes (outstanding over one year).

Attachments: [AR Write Off List 2025.pdf](#)

[PP Write Off List 2025.pdf](#)

[25-1458](#)

Request to approve proposed ordinance changes to Charter Ordinance Section 3-131, regarding Board of Review meeting timing

Attachments: [Memo to Finance Committee BOR Dates.pdf](#)

[25-1460](#)

Request to award project U-26 Water Main Reconstruction s/o I-41 to Kruczek Construction in the amount of \$357,000 with a contingency of \$35,000 for a total amount not to exceed \$392,000.

Attachments: [U-26 Award-Funding-Bid Tab.pdf](#)

[25-1461](#)

Request to approve the acceptance of the Department of Natural Resources Lead Service Line Replacement Community Outreach Grant for private-side lead services replacements outreach in the amount of \$65,000 and approve the following 2026 Budget Amendment (2/3 vote of council required)

Water Utility Fund

Lead Service Replacement - Outreach	+ \$65,000
Other Reimbursement Revenue	+ \$65,000

Attachments: [20251209_LSLR Community Outreach Grant Acceptance MEMO.pdf](#)

[20251208_Water Utility Fund Budget Amendment MEMO.pdf](#)

[25-1463](#)

Request to approve BB-25 Parking Structure Roof Replacement Contract with Weinert Roofing Change Order #1 as a Contract Amendment in the amount of \$59,330 for a new not-to-exceed contract total of \$236,190 and a new contract contingency of \$2,500.

Attachments: [BB-25 Contract Change Order 1 Form.pdf](#)

[25-1464](#)

Request to award Unit G-26 Pond Dredging to Advance Construction Inc in the amount of \$119,802.75 with a contingency of \$11,980.27 for a contract total not to exceed \$131,783.02.

Attachments: [G-26 Award-Funding-Bid Tab.pdf](#)

[25-1465](#)

Request to award the AWWTP MCC Replacement Project Phase 1 contract to Van Ert Electric Co., Inc. in the amount of \$1,605,450 with a contingency of 10% for a project total not to exceed \$1,765,995.

Attachments: [2025 AWWTP MCC Replacement Project Phase 1.pdf](#)

7. Information Items

[25-1441](#)

The following 2025 Budget adjustments were approved by the Finance Director in accordance with Policy:

Library Grants

Other Reimbursements	+ \$9,723
Books & Library Materials	+ \$4,053
Childrens: Office Supplies	+ \$5,670

To record receipt of grants for books, materials, and supplies

General Fund - Library

Building Operations: Other Reimbursements	+ \$2,219
Building Operations: Electric	+ \$2,185
Building Operations: Gas	+ \$34

To record reimbursement from TCOL

General Fund - Library

Grants: Other Reimbursements	+ \$126,894
Admin: Supplies	+ \$ 6,000
Admin: Awards & Recognition	+ \$ 6,000
Admin: Outside Printing	+ \$ 1,000
Admin: Other Contracts	+ \$ 14,000
Admin: Food/Provisions	+ \$ 7,500
Children's Services: Other Contracts	+ \$ 12,500
Children's Services: Supplies	+ \$ 28,000
Community Partnerships: Other Contracts	+ \$ 19,000
Community Partnerships: Supplies	+ \$ 6,500
Community Partnerships: Part Time Wages	+ \$ 6,500
Public Service: Supplies	+ \$ 8,894
Network: Software	+ \$ 11,000

To record Friends Grant

General Fund - Library

Admin: Donations	+ \$ 924
Childrens: Other Reimbursements	+ \$1,500
Materials Management: Other Reimbursement	+ \$1,490
Community Partnership: Office Supplies	+ \$ 287
Childrens: Office Supplies	+ \$1,500
Materials Management: Books & Library Materials	+ \$1,490
Network Services: Other Contracts/Obligations	+ \$ 637

To record donations for materials and supplies

Library Grants

Other Reimbursements	+ \$6,600
Materials Management: Books & Library Materials	+ \$4,400
Community Partnership: Other Contracts/Obligations	+ \$2,200

To record FOCOL Funds used for Flipside/Rabbie

General Fund - Library

Grants: Other Reimbursements	+ \$1,000
Childrens: Other Contracts/Obligations	+ \$400
Community Partnership: Supplies	+ \$200
Community Partnership: Other Contracts/Obligations	+ \$400

To record Rotary Grant

General Fund - Library

Admin: Donations & Memorials	+ \$800
Materials Management: Books & Library Materials	+ \$600
Childrens: Office Supplies	+ \$200

To record Kiwanis Donation - Materials & ELL

General Fund - Library

Grants: Other Reimbursements	+ \$20,000
Community Partnerships: Part-Time Wages	+ \$20,000

To record Microsoft Grant

General Fund - Library

Admin: Donations & Memorials	+ \$1,000
Community Partnership: Supplies: Cultural Program	+ \$1,000

To record Menasha Public Library - Fox Cities Reads

Library Grants

Grants: Other Reimbursement	+ \$350
Community Partnership: Supplies: Cultural Program	+ \$350

To record Little Chute Public Library - Fox Cities Reads

General Fund - Library

Grants: Other Reimbursements	+ \$88
Admin: Other Contracts	+ \$88

To record Piano Turning Funds

[25-1451](#)

The following 2025 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Fire

Admin: Donations & Memorials	+ \$200
Fire Prevention: Safety Supplies	+ \$200

To record a donation to fund materials for public education and fire prevention

General Fund - Fire

Admin: Donations & Memorials	+ \$1,500
Fire Suppression: Training & Conferences	+ \$1,500

To record donation

General Fund - Fire

Admin: Donations & Memorials	+ \$8,624
Admin: Miscellaneous Supplies	+ \$8,624

To record Thomas Lang trust fund donation

General Fund - Parks & Recreation

Donation & Memorials	+ \$10,170
Grounds Repair & Maintenance	+ \$10,170

To record donations for purchase of memorial benches

[25-1457](#)

Contract 34-25 was awarded to RJM Construction LLC for \$391,300 for Pierce Park Pavilion & Toilet Buildings. Change orders were approved totaling \$12,997.40. Final contract amount is \$404,297.40. Payments issued to date total \$354,421.25. Request final payment of \$49,876.15.

[25-1448](#)

Contract 122-25 was awarded to Dukes Root Control for \$35,000 for Chemical Root Foaming of Sanitary Sewers. Payments issued to date total \$0.00. Request final payment of \$33,762.38.

[25-1449](#)

Contract 2-25 was awarded to New Restoration and Recovery Services dba Aqualis for \$129,512.50 for Sanitary and Storm Sewer Spot Repairs. Payments issued to date total \$121,669.39. Request final payment of \$6,403.66.

[25-1450](#)

Contract 106-24 was awarded to Sabel Mechanical LLC for \$392,100 with a contingency of \$58,815 for Channel Aeration Blower Replacement. Change orders were approved totaling \$55,593.32. Final contract amount is \$447,693.32 with a contingency of \$3,221.68. Payments issued to date total \$418,580.66. Request final payment of \$29,112.66.

8. 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.