



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, March 20, 2023

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

**Meeting called to order at 5:30pm.**

2. Roll call of membership

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

3. Approval of minutes from previous meeting

[23-0293](#)

Finance Committee minutes

**Attachments:** [MeetingMinutes Mar-6-2023.pdf](#)

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

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

4. Public Hearings/Appearances

5. Action Items

[23-0306](#)

Request to award Unit D-23 Sidewalk Construction to BMD Concrete Innovations in an amount not to exceed \$293,000.

**Attachments:** [Unit D-23.pdf](#)

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

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

[23-0295](#)

Request to award Unit E-23 Miscellaneous Concrete & Street Excavation Repairs to AI Dix Concrete, Inc. in an amount not to exceed \$473,850.

**Attachments:** [Unit E-23.pdf](#)

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

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

[23-0296](#)

Request to reject all bids for Unit X-23 Water Main Reconstruction.

**Attachments:** [Bid Rejection - Unit X-23.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:** 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

[23-0298](#)

Request to approve the 2022-2023 Budget carryover appropriations:

1. Items not under contract \$39,533,841
2. Items requesting Special Consideration \$293,616

(2/3 vote of Council required)

**Attachments:** [Not Under Contract 2022-2023 Carryover.pdf](#)  
[Special Consideration 2022-2023 Carryover.pdf](#)

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

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

[23-0303](#)

Request to approve the following 2022 Budget amendments:

**Community Development Block Grant Fund**

|                |           |
|----------------|-----------|
| Federal Grant  | +\$97,393 |
| Grant Payments | +\$97,393 |

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

**Emergency Shelter Grand Fund**

|               |            |
|---------------|------------|
| Federal Grant | +\$302,687 |
| Grant Payment | +\$302,687 |

to record additional funds received in the Emergency Shelter Grant program (2/3 vote of Council required)

**Room Tax Administration Fund**

|                            |           |
|----------------------------|-----------|
| Room Taxes                 | +\$78,405 |
| Other Contracts/Obligation | +\$78,405 |

to record additional room taxes received (2/3 vote of Council required)

**Wheel Tax Fund**

|                             |           |
|-----------------------------|-----------|
| Wheel Tax                   | +\$80,469 |
| Transfer Out - General Fund | +\$80,469 |

to record additional wheel taxes received (2/3 vote of Council required)

**Bioterrorism Grant Fund**

|                  |           |
|------------------|-----------|
| Health Grants    | +\$18,246 |
| Salaries/Fringes | +\$18,246 |

to record additional Bioterrorism Grant funds received (2/3 vote of Council required)

**Debt Service Fund**

|                       |            |
|-----------------------|------------|
| Premium on Debt Issue | +\$222,356 |
| Consulting Services   | +\$ 9,002  |
| Interest Expense      | +\$213,354 |

to record additional expense related to the 2022 debt issue (2/3 vote of Council required)

**TIF #11 Fund**

|                      |            |
|----------------------|------------|
| Fund Balance Applied | +\$116,265 |
| Tax Refunds          | +\$ 41,460 |
| Salaries/Fringe      | +\$ 74,805 |

to record additional expense for tax refunds issued and increased salary and fringe costs (2/3 vote of Council required)

**General Fund**

|  |           |
|--|-----------|
| Salaries/Fringe Benefits - Human Resources           | +\$23,096 |
| Salaries/Fringe Benefits - Community & Economic Dev. | +\$17,512 |
| Wage Reserve   | -\$40,608 |

to allocate wage reserve funds (2/3 vote of Council required)

**Attachments:**     [2022 Final Budget Adjustments.pdf](#)

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

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

**6. Information Items**

[23-0299](#)

The following 2022-2023 Budget carryover appropriations were approved in accordance with Policy:

1. Amounts under contract \$28,373,225
2. Non-Lapsing Funds \$1,499,097

**Attachments:**     [Under Contract 2022-2023 Carryover.pdf](#)  
                                 [Non-Lapsing 2022-2023 Carryover.pdf](#)

**This item was presented.**

[23-0305](#)

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

**MCH Grant Fund**

|                 |          |
|-----------------|----------|
| Health Grants   | +\$2,717 |
| Salaries/Fringe | +\$2,717 |

to record additional MCH grant fund received

**Prevention Grant Fund**

|                 |           |
|-----------------|-----------|
| Health Grants   | +\$11,509 |
| Salaries/Fringe | +\$11,509 |

to record additional Prevention grant funds received

**Lead Grant Fund**

|                      |        |
|----------------------|--------|
| Health Grants        | +\$719 |
| Other Misc. Supplies | +\$719 |

to record additional Lead grant funds received

**Health COVID-19 Response Grant Fund**

|                 |        |
|-----------------|--------|
| Health Grants   | +\$328 |
| Salaries/Fringe | +\$328 |

to record additional Health COVID-19 Response grant funds received

**TIF #6 Fund**

|                       |        |
|-----------------------|--------|
| State Aid - Computers | +\$106 |
| Tax Refunds           | +\$106 |

to record additional expense related to tax refunds issued

**This item was presented.**

7. Adjournment

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

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