



City of Appleton

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

Meeting Minutes - Final Finance Committee

Monday, March 23, 2026

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chair Firkus called the meeting to order at 5:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 3 - Firkus, Fenton and Croatt

Excused: 2 - Hartzheim and Van Zeeland

4. Approval of minutes from previous meeting

[26-0396](#)

March 9th, 2026 Meeting Minutes

Attachments: [Finance Committee Meeting Minutes March 9th, 2026.pdf](#)

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

Aye: 3 - Firkus, Fenton and Croatt

Excused: 2 - Hartzheim and Van Zeeland

5. Public Hearing/Appearances

6. Action Items

[26-0385](#)

Request to award the Fire Protection Inspection Services five-year contract to Summit Fire Protection in the amount of \$160,435.

Attachments: [2026 Fire Protection Inspection Services Memo.pdf](#)

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

Aye: 3 - Firkus, Fenton and Croatt

Excused: 2 - Hartzheim and Van Zeeland

[26-0391](#)

Request to award project C-26 Sidewalk Sawcutting to ASTI Sawing Inc. in an amount not to exceed \$30,000.

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

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

Aye: 3 - Firkus, Fenton and Croatt

Excused: 2 - Hartzheim and Van Zeeland

[26-0390](#)

Request to approve Unit W-26 Sewer and Water Reconstruction Change Order #1 as a Contract Amendment in the amount of \$92,515 for a new not-to-exceed contract total of \$2,678,100 and an unchanged contract contingency of \$60,000.

Attachments: [W-26 change order 1 form.pdf](#)

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

Aye: 3 - Firkus, Fenton and Croatt

Excused: 2 - Hartzheim and Van Zeeland

[26-0392](#)

Request to approve Development Agreement for Mission Ridge North (Dewitt Development Partners LLC).

Attachments: [MissionRidge DAMemo 03192026 Final.pdf](#)
 [0111 - Mission Ridge Dev Agrm - 03-19-2026_1.pdf](#)

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

Aye: 3 - Firkus, Fenton and Croatt

Excused: 2 - Hartzheim and Van Zeeland

[26-0393](#)

Request to approve the purchase of Klir Compliance Management Software through CDW-Government in the amount of \$44,250.

Attachments: [Klir Software Purchase.pdf](#)

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

Aye: 3 - Firkus, Fenton and Croatt

Excused: 2 - Hartzheim and Van Zeeland

[26-0394](#)

Request to approve 2025 - 2026 Budget carryover appropriations (2/3 vote of Council required):

1. Items not under contract \$57,800,009
2. Items requesting special consideration \$7,745,006

Attachments: [Special Consideration 2025-2026 Carryover.pdf](#)
 [Not Under Contract 2025-2026 Carryover.pdf](#)

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

Aye: 3 - Firkus, Fenton and Croatt

Excused: 2 - Hartzheim and Van Zeeland

[26-0387](#)

Request to approve the following 2025 Budget Amendments:

Community Development Block Grants

Federal Grants	+\$18,412
Block Grant Payments	+\$18,412
To record additional funds received for Community Development Block Grant Programs (2/3 vote of Council required)	

Room Tax Fund

Room Taxes	+\$49,795
Other Contracts/Obligations	+\$14,605
Transfer Out - General Fund	+\$35,190
To record additional room taxes received (2/3 vote of Council required)	

Wheel Tax Fund

Wheel tax	+\$17,707
Transfer Out - General Fund	+\$17,707
To record additional wheel taxes received (2/3 vote of Council required)	

Facilities Capital Projects

Donations & Memorials	+\$3,599,253
Buildings	+\$3,599,253
To record donations from Friends of Appleton Library for building project (2/3 vote of Council required)	

General Fund

Salaries/Fringe Benefits - Public Health	+\$17,623
Salaries/Fringe Benefits - Human Resources	+\$65,487
Salaries/Fringe Benefits - Police	+\$160,820
Salaries/Fringe Benefits - Fire	+\$69,696
Wage Reserve	-\$313,626
To allocate wage reserve funds (2/3 vote of Council required)	

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

Aye: 3 - Firkus, Fenton and Croatt

Excused: 2 - Hartzheim and Van Zeeland

7. Information Items

[26-0386](#)

Contract 134-24 was awarded to Otis Elevator Company for \$266,300.00 with a contingency of \$26,630.00 for Elevator Work. Payments issued to date total \$230,349.50. Request final payment of \$35,950.50.

This item was presented.

[26-0389](#)

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

Health Pandemic/BioTerrorism Grant

Health Grants & Aids	+\$795
Salaries	+\$612
Fringe	+\$183

This item was presented.

[26-0395](#)

The following 2026 - 2026 Budget carryover appropriations were approved in accordance with Policy:

1. Amount under contract \$14,586,233
2. Non-Lapsing Funds \$6,745,396

Attachments:

[Non-Lapsing 2025-2026 Carryover.pdf](#)

[Under Contract 2025-2026 Carryover.pdf](#)

This item was presented.

8. Adjournment

**Fenton moved, seconded by Croatt, that the meeting be adjourned at 6:37 p.m.
Roll Call. Motion carried by the following vote:**

Aye: 3 - Firkus, Fenton and Croatt

Excused: 2 - Hartzheim and Van Zeeland