



# City of Appleton

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

## Meeting Agenda - Final Finance Committee

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Monday, April 7, 2025

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership
4. Approval of minutes from previous meeting  
[25-0339](#) 03/24/25 Finance Committee minutes  
**Attachments:** [Meeting Minutes032425.pdf](#)

### 5. Public Hearing/Apearances

### 6. Action Items

- [25-0340](#) Request to approve sole source contract with Tuity Partners, LLC in an amount not to exceed \$40,000  
**Attachments:** [Staffing Agency Memo.pdf](#)  
[Staffing Agency Sole Source Request.pdf](#)
- [25-0344](#) Request to award Unit L-24 Site Improvements at 3001 E Glendale Ave to MCC, Inc. in the amount of \$153,858.96 with at 5.2% contingency of \$8,000 for a project total not to exceed \$161,858.96.  
**Attachments:** [Contract Award Form Unit L-24 r1 w Bid Tab.pdf](#)
- [25-0300](#) Request to approve 2024 - 2025 Budget carryover appropriations (2/3 vote of Council required):
1. Items not under contract \$13,811,792
  2. Items requesting special consideration \$1,143,133
- Attachments:** [Not Under Contract 2024-2025 Carryover.pdf](#)  
[Special Consideration 2024-2025 Carryover.pdf](#)

*Council elected to refer back the item for special consideration consisting of Facilities Capital Project amounts of \$127,631*

**Legislative History**

- 3/24/25 Finance Committee recommended for approval  
*Item #25-0300 was split and voted on as follows:*
- 1. Items not under contract \$13,811,792*
- Hartzheim moved, seconded by Croatt, that the Budget Carryover appropriations for items not under contract \$13,811,792 be recommended for approval. Roll Call. Motion carried by the following vote:*
- Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland*
- 2. Items for special consideration - all but Facilities Capital Project amounts of \$127,631*
- Hartzheim moved, seconded by Fenton, that the Budget Carryover appropriations for items for special consideration - all but Facilities Capital Project amounts of \$127,631 be recommended for approval. Roll Call. Motion carried by the following vote:*
- Aye: 5 - Firkus, Croatt, Fenton, Hartzheim, and Van Zeeland*
- 3. Items for special consideration consisting of Facilities Capital Project amounts of \$127,631*
- Hartzheim moved, seconded by Croatt, that the Budget Carryover appropriations for items for special consideration consisting of Facilities Capital Project amounts of \$127,631 be recommended for denial. Roll Call. Motion carried by the following vote:*
- Aye: 4 - Firkus, Croatt, Harzheim and Van Zeeland Nay: 1 - Fenton*
- 4/2/25 Common Council approved  
*Part 1. Items not under contract in the amount of \$13,811,792 was approved. 4-2-2025*
- 4/2/25 Common Council referred to the Finance Committee  
*Part 2. Items requesting special consideration - Facilities Capital Projects amounts of \$127,631 was referred back to the Finance Committee.*

## 7. Information Items

### [25-0341](#)

Contract 131-23 was awarded to Gulf Coast Green Energy for \$373,734 with a contingency of \$32,266 for ORC Generators. Final contract amount is \$373,734. Payment issued to date total \$366,766.50. Request final payment of \$6,967.50.

### [25-0342](#)

Contract 59-24 was awarded to AMA Heating & AC for \$467,042 with a contingency of \$37,364 for Fire Station 1 & 6 HVAC improvements. Change orders were approved totaling \$12,418. Final contract amount is \$479,460 with a contingency of \$37,364. Payments issued to date total \$465,288.96. Request final payment of \$14,171.04

[25-0343](#)

Contract 36-24 was awarded to Rohde Brothers for \$807,000.00 with a contingency of \$80,000.00 for Water Dehumidification. Change orders were approved totaling \$(22,693.00). Final contract amount is \$784,307 with a contingency of \$102,693. Payments issued to date total \$762,462.67. Request final payment of \$21,844.33.

## 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.*

*For questions regarding this agenda, please contact Jeri Ohman at (920) 832-5742.*



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, March 24, 2025

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

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

2. Pledge of Allegiance

3. Roll call of membership

*Aldersperson Katie Van Zeeland attended virtually*

**Present:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

4. Approval of minutes from previous meeting

[25-0299](#)

2/24/25 Finance Committee minutes

**Attachments:** [Meeting\\_Minutes022425.pdf](#)

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

**Aye:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

5. **Public Hearing/Appearances**

6. **Action Items**

[25-0313](#)

CEA Review Committee Report

**Attachments:** [CEA Minutes 031025.pdf](#)

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

**Aye:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0300](#)

Request to approve 2024 - 2025 Budget carryover appropriations (2/3 vote of Council required):

1. Items not under contract \$13,811,792
2. Items requesting special consideration \$1,143,133

**Attachments:** [Not Under Contract 2024-2025 Carryover.pdf](#)  
[Special Consideration 2024-2025 Carryover.pdf](#)

*Item #25-0300 was split and voted on as follows:*

1. Items not under contract \$13,811,792

*Hartzheim moved, seconded by Croatt, that the Budget Carryover appropriations for items not under contract \$13,811,792 be recommended for approval. Roll Call. Motion carried by the following vote:*

*Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland*

2. Items for special consideration - all but Facilities Capital Project amounts of \$127,631

*Hartzheim moved, seconded by Fenton, that the Budget Carryover appropriations for items for special consideration - all but Facilities Capital Project amounts of \$127,631 be recommended for approval. Roll Call. Motion carried by the following vote:*

*Aye: 5 - Firkus, Croatt, Fenton, Hartzheim, and Van Zeeland*

3. Items for special consideration consisting of Facilities Capital Project amounts of \$127,631

*Hartzheim moved, seconded by Croatt, that the Budget Carryover appropriations for items for special consideration consisting of Facilities Capital Project amounts of \$127,631 be recommended for denial. Roll Call. Motion carried by the following vote:*

*Aye: 4 - Firkus, Croatt, Hartzheim and Van Zeeland Nay: 1 - Fenton*

**Report Action Item recommended for approval as reflected above in the action notes**

**Aye:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0301](#)

Request to award Unit C-25 Sidewalk Sawcutting to ASTI Sawing Inc in an amount not to exceed \$30,000.

**Attachments:** [C-25 Award-Funding-Bid Tabs.pdf](#)

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

**Aye:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0302](#)

Request to award Unit J-25 Mini Storm Sewer to M&E Construction LLC in an amount not to exceed \$250,000.

**Attachments:** [J-25 Award-Funding-Bid Tab.pdf](#)

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

**Aye:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0303](#)

Request to award Unit Y-25 Lead/Galvanized Water Service Replacement to Scott Lamers Construction LLC in an amount not to exceed \$486,212.08.

**Attachments:** [Y-25 Award-Funding-Bid Tab.pdf](#)

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

**Aye:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0304](#)

Request to award Unit S-25 Repair & Preventative Maintenance of Parking Structures to Restoration Systems Inc in the amount of \$1,348,594.50 with at 3% contingency of \$40,000 for a project total not to exceed \$1,388,594.50.

**Attachments:** [S-25 Award-Bid Tabs.pdf](#)

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

**Aye:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0305](#)

Request to approve the acceptance of the Department of Natural Resources Safe Drinking Water Loan Program loan with 100% principal forgiveness in the amount of \$618,975 for replacement of private lead service lines in Appleton.

**Attachments:** [20250324\\_FC MEMO\\_ACCEPT SDWLP AWARD.pdf](#)

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

**Aye:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0306](#)

Request to approve Change Order No. 1 to Contract 29-25 for W-25 Sewer and Water Construction, in the amount of \$300,451, resulting in no change to the current \$70,000 contingency. Overall contract increases from \$2,312,222.22 to \$2,612,673.22.

**Attachments:** [03-24-2025 Finance Memo\\_W-25 CO1 w Form.pdf](#)

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

**Aye:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0307](#)

Request to approve Change Order #1 to Fabick Power Systems as part of the Appleton Water Treatment Facility Emergency Generator Control Equipment Project totaling \$49,863.

**Attachments:** [250318\\_Finance\\_Fabick\\_Generator\\_Controls\\_CO1.pdf](#)

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

**Aye:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0308](#)

Request to award the Appleton Wastewater Treatment Hardscapes and Truck Scale Project contract to Vinton Construction Company in the amount of \$1,370,111.56 with a 15% contingency of \$205,516 for a project total not to exceed \$1,575,627.56.

**Attachments:** [2025\\_AWWTP\\_Hardscapes\\_and\\_Truck\\_Scale\\_Project\\_with\\_Budget\\_Transfer-cfs\(2\).pdf](#)

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

**Aye:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

## 7. Information Items

[25-0309](#)

Contract 161-24 was awarded to Advance Construction Inc. for \$366,302.00 with a contingency of \$30,000.00 for Z-25 Watermain Reconstruction Ballard/I-41. No payments have been issued to date. Request final payment of \$362,438.60.

**This item was presented**

[25-0310](#)

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

**General Fund - Library**

Library Admin - Other Reimbursements	+\$ 3,500
Library Admin - Training	+\$ 3,500
Materials Mgmt - Other Reimbursements	+\$21,000
Materials Mgmt - Book & Library Materials	+\$21,000
Children's - Other Reimbursements	+\$ 2,000
Children's - Office Supplies	+\$ 2,000
Library Admin - Donation	+\$11,981
Comm Partner - Supplies (Cultural Program)	+\$11,981
Library Grants - Other Reimbursements	+\$ 76
Library Grants - Books	+\$ 76

To reallocate OWLS Supporting Funds, Mapping Children's Play Grant, Fox Cities Reads and United Way donation

**This item was presented**

[25-0314](#)

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

**General Fund - Fire**

Fire Admin - Donations & Memorials	+\$500
Community Partner - Misc Supplies	+\$500

To record donation from Community First Fox Cities Marathon

**General Fund - Police**

Misc Donation	+\$12,123
Misc Supplies	+\$12,123

To record Theodore B Lang Trust donation

**This item was presented**

[25-0311](#)

Change Order #4 to Rohde Brothers, Inc. contract as part of the AWWTP Sludge Piping and Digester Heat Exchanger Replacement Project totaling \$31,269 resulting in a decrease in contingency from \$181,349 to \$150,080.

**Attachments:** [250319 Finance Info Memo AWWTP HEX ReplacementChangeOrderNo4.pdf](#)

**This item was presented**



[25-0312](#)

The following 2024-2025 Budget carryover appropriations were approved in accordance with Policy:

1. Amount under contract \$16,429,436
2. Non-Lapsing Funds \$7,717,978

**Attachments:**     [Under Contract 2024-2025 Carryover.pdf](#)  
                                 [Non-Lapsing 2024-2025 Carryover.pdf](#)

**This item was presented**

8.     Adjournment

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

**Aye:** 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland



# CITY OF APPLETON

## MEMORANDUM

**Date:** April 7, 2025

**To:** Finance Committee

**From:** Jeri Ohman, Finance Director

**Subject:** Request to approve sole source contract with Truity Partners, LLC

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The Finance Department continues to experience staff shortages due to a combination of medical leaves and vacant positions. We are currently using Truity Partners, LLC for the placement of a temporary staff member to assist with audit preparation and coverage of other duties. At the start of the current agreement, written quotes were received from agencies according to the Procurement Policy based on the expected timeframe and cost. However, with the continuation of shortages and workload of the department, I am asking that approval be given to continue the agreement up to an amount of \$40,000 using vacant salary dollars.

Thank you for your consideration of this request. Please feel free to contact me if you have any questions.



## SOLE SOURCE REQUEST

The undersigned certifies that the commodity/service shown below qualifies as a sole source request and meets one or more of the following requirements. The department has demonstrated, and the Purchasing Manager concurs that only one source exists, the price is equitable, and/or noncompetitive negotiation is in the best interests of the City.

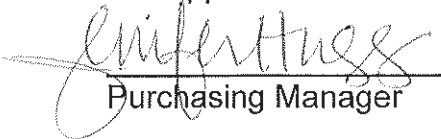
- Unique, proprietary, or one-of-a-kind:** Specific commodity/service is required and available from only one source, giving the City a superior and necessary benefit that cannot be obtained from other sources.
- Inadequate competition:** Purchasing solicitation (bid, proposal, or quote) did not result in any qualified vendor responses and competition is determined to be inadequate.
- Health or Safety Concern:** When a health or safety concern exists that is *not* an immediate threat but needs to be addressed in a period that does not allow for formal competitive procurement procedures.
- Continuity of design:** Consistency with current commodity or service.
- Emergency procurement:** A risk of human suffering or substantial damage to real or personal property exists requiring immediate attention.
- Cooperative purchase:** Purchase from another governmental unit contract or state approved purchasing association.
- Other:** Description provided below

Approval of sole source is being requested to continue working with current temporary staff located in the Finance Department as staffing issues continue.

### PROPOSED DETAILS

Requesting dept: Finance
Product/service: Temporary staff
Vendor name: Truity Partners, LLC
Total cost: \$40,000

Justification and price quotation provided by the department, for the items to be considered and approved as a sole source purchase attached for review.

  
Purchasing Manager

4/2/2025  
Date

**CITY OF APPLETON**  
**Department of Public Works**  
**MEMORANDUM**

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**TO:**  **Finance Committee**  
 **Municipal Services Committee**  
 **Utilities Committee**

**SUBJECT: Award of Contract**

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**The Department of Public Works recommends that the following described work:**

Unit L-24 3001 Glendale Ave site improvements

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**Be awarded to:**

Name: MCC Inc  
Address: 2600 N Roemer Rd  
Appleton, WI 54912

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**In the amount of :** \$153,858.96

**With a 5.2 % contingency of :** \$8,000.00

**For a project total not to exceed :** \$161,858.96

**\*\* OR \*\***

**In an amount Not To Exceed :** \$0.00

Budget: \$200,000.00  
Estimate: \$250,000.00  
Committee Date: 03/24/25  
Council Date: 04/02/25



**2024 - 2025 Budget Carryover Requests - Not Under Contract**

		Vendor	Description	Amount	Justification
<b>TIF # 11</b>					
4141	659900		TID #11 Business Enhancement Grants	14,000	Uncommitted TID #11 grant funds from FY2024
<b>TIF # 12</b>					
4151	659900		TID #12 Business Enhancement Grants	22,829	Uncommitted TID #12 grant funds from FY2024
<b>TIF # 13</b>					
4162	680901		G-24 Southpoint Commerce Center	249,900	Temporary Asphalt to be completed in 2025
<b>Public Works Capital Project</b>					
4240	632510		Traffic camera CIP	167,664	Underspent contract in 2024. Adding to 2025 to continue camera replacement.
4240	632507		H-23 Lightning Drive	150,112	Asphalt paving not complete due to road not being complete yet.
4240	680100		H-23 Lightning Drive	43,000	Land acquisition process ongoing
4240	680999	ROW Pend, MSC Approval	Olde Oneida St Bridge of the Power Canal	25,690	Land acquisition, ROW Professionals Amendment
				<b>386,466</b>	
<b>Facilities Capital Project</b>					
FACILITIES	PARKDEVL		Lundgaard Pavilion Construction	46,384	Construction of pavilion in 2025
FACILITIES	PARKAQUA		Mead Pool Coating and Remodeling	330,460	Project was bid out and came in over budget. Working on revising plans and modifying scope to fit within budget. Project is scheduled for construction in fall 2025.
FACILITIES	PAVILIONS		Pierce Pavilion Renovation	22,937	Project was designed in 2024 and bid out in 2025. This money will be used for the Construction Administration aspect of the pavilion remodeling project.
FACILITIES	PARKADA		Park ADA Improvements	19,580	Remaining funds from 2024 ADA Project are needed for 2025 Parks ADA project.
FACILITIES	FACRENO		Fire Station Improvements	77,402	Upgrades began and expected to be completed end of the first quarter.
				<b>496,763</b>	
<b>Parking Utility</b>					
5123	689900		Wayfinding Signs with Marketing Campaign	100,000	RFP being drafted, work to be completed in 2025
5123	680300		Ramp Structural Repairs	45,000	Ramp repair work ongoing
				<b>145,000</b>	
<b>Stormwater Utility</b>					
5221	640400	WisDOT	Lawe Street Bascule Bridge	36,000	Contract delayed to 2025
5221	640800	AECOM Pend. MSC Approval	Bascule Bridge Structural Maint. and Painting	148,500	Project budgeted over multiple years for future design/construction
5230	680904		Glendale - 3001 E Stormwater Mgt	200,000	3001 E Glendale - Review for two budgeted line items - Misc Construction page 531
5230	680904		B-52 Morrison Street Inlets	87,890	B-25 Morrison Street Inlets
5230	680904		W-25	38,967	Additional storm lateral costs for Bell Avenue
5230	680100	TBD	Land Acquisition	350,000	Land Acquisition for Pond Sediment Disposal Site
5230	680904		Flood Reduction Projects	250,000	Flood Reduction Projects continuing through 2025
5230	640400		Flood Reduction Projects	75,000	Flood Reduction Projects continuing through 2025
				<b>1,186,357</b>	
<b>Water Utility</b>					
53206730	640400		Permitting for railroad crossing	10,000	Railroad crossing permit needed for Lawe Street project
53179230	640400		Water Rate Study	27,600	Projected started January 2025, balance of budget for PSC review fees
53206730	680905		Gladiolus St Easement - Plat Line	20,000	Work delayed to coincide with developer schedule, now planned for 2025

**2024 - 2025 Budget Carryover Requests - Not Under Contract**

		Vendor	Description	Amount	Justification
WTRUTL	NETWORK		Utilities Network Upgrade	98,100	Balance of project budget, hold for construction needs
WTRUTL	CHEMSTORAG		Water Carbon Dioxide Storage	87,800	Balances of consulting budget, construction to start in 2025
WTRUTL	CHEMSTORAG		Water Carbon Dioxide Storage	165,996	McMahon under contract for design
WTRUTL	PUMPING		Check Valve Replacement	9,549	Valve order from Dornier
WTRUTL	PLCSCADA		SCADA server replacement	20,000	SCADA server replacement to be combined with Utilities Network construction
WTRUTL	PLCSCADA		SCADA server replacement	65,000	SCADA server replacement to be combined with Utilities Network construction
WTRUTL	PLCSCADA		SCADA server replacement	30,000	SCADA server replacement to be combined with Utilities Network construction
WTRTOWERS	MATTHIAS		Water Tower Booster Pump	206,101	Construction to bid later in 2025
WTRFMDFAC	HVAC		Dehumidification Kathabar	555,271	Will use to review boiler and pump issues in 2025
				<b>1,295,417</b>	
<b>Wastewater Utility</b>					
5431	640400		Glacier Rdige LS Abandonment	100,000	Project delays due to property owner coordination. Work now planned for 2025
5431	680903		Gladiolus St Easement - Plat Line	20,250	Work delayed to coincide with developer schedule, now planned for 2025
5422	641600		Building Painting	173,259	Additional painting to be completed in 2025
WWUTL	AERATION		Mixed Liquor Channel Blower	61,585	Balance of Mixed Liquor Channel Blower project, construction started January 2025
WWUTL	AERATION		Mixed Liquor Channel Blower	15,260	Balance of Mixed Liquor Channel Blower project, construction started January 2025
WWUTL	NETWORK		Utilities Network Upgrade	1,520,567	Consulting started, need report to determine next steps
WWUTL	PROCEQUIP		Blended Sludge Pipe & Heat Exchange	268,725	Potential project to replace existing pump motors and controls
WWUTL	PROCEQUIP		Blended Sludge Pipe & Heat Exchange	255,331	Potential project to replace existing pump motors and controls
WWUTL	PUMPS		Grit System & Raw Sludge Pump	9,038	Balance of project budget
WWUTL	SLUDGESTOR		Sludge Storage Building Addition	814,725	Balance of project budget to be used for the truck scale and plank storage construction
WWUTL	SLUDGESTOR		Sludge Storage Building Additions Plank Storage & Truck Scale	797,603	Balance of Sludge Storage project budget to fund truck scale and plank storage construction
WWUTL	INSTRUMENT		Phosphorus Analyzer Replacement	30,000	To be purchased in 2025, Equipment trial in progress
WWLIFT	LIFTSTAT		Lift Station PLC Upgrade	7,500	Project needs to be reviewed in 2025
WWLIFT	LIFTSTAT		Lift Station PLC Upgrade	50,000	Project needs to be reviewed in 2025
WWLIFT	WATERLS		Marshal Heights Lift Station	80,000	Move budget from Water Street Lift Station project to Marshal Heights Lift Station project. Construction to be bid in 2025
WWLIFT	WATERLS		Marshal Heights Lift Station	720,000	Move budget from Water Street Lift Station project to Marshal Heights Lift Station project. Construction to be bid in 2025
WWLIFT	MARSHHLS		Summer Street Lift Station	671,690	Summer Street Lift Station upgrade replaced Marshal heights Lift Station upgrade, design work in process for Summer Street Lift Station
WWFMD	ELECTDISTR		Substation Upgrade - Phase 5	67,046	Use for ORC budget shortfall
WWFMD	ELEVATORS		WWTP Elevator Upgrades	8,870	Balance of the elevator consulting project, project to be completed in 2025
WWFMD	ELEVATORS		WWTP Elevator Upgrades	27,070	Balance of the elevator consulting project, project to be completed in 2025
WWFMD	HARDSCAPE		2024 WW Hardscapes	267,676	Construction to be completed in 2025, bid in February 2025. Project delayed due to scope of project expanded
WWFMD	GRANTGEN		WWTP ORC/Biogas	32,055	Balance of project budget, install to be completed in 2025
WWFMD	LIGHTING		WW Lighting Upgrades	57,790	Balance of the project budget additional lighting to be completed in 2025
				<b>6,056,040</b>	

**2024 - 2025 Budget Carryover Requests - Not Under Contract**

		Vendor	Description	Amount	Justification
<b>Valley Transit</b>					
58073000	680100		Land purchase for Transit Center	175,000	Project incomplete
58072000	680403		Staff vehicle replacement	150,000	Project incomplete
				<b>325,000</b>	
<b>General Administration - General Fund</b>					
12020	664000		State Aid contingency	812,267	Carry forward balance
12020	664000		Fuel Price contingency	137,315	Carry forward balance
12020	664000		Operating contingency	402,298	Carry forward balance
12020	664100		Wage Reserve	1,819,428	Carry forward balance
<b>Information Technology</b>					
13030	632700	CDW		4,000	Unspent 2024 misc hardware dollars for 2025 IT dept computer peripherals
13030	640400	Misc		38,737	Remainder of IT allocation from August 22, 2022 General Fund Balance Policy memo
<b>Legal Services</b>					
14510	620100		Training/Conference	4,300	Additional attorneys to attend the 2025 IMLA conference and have funds available for additional training throughout the year by both Attorney's and Clerk's staff.
14521	640400		Consulting	10,000	There are pending matters where services of outside counsel/consultants are, or may be, engaged in 2025 and these carryover funds will help offset those expenses.
<b>Economic Development</b>					
15010	620100		Development Services Process Improvement - Training	4,000	Delayed due to critical vacancies in DPW Engineering and Com Dev Staff in 2024.
15040	640400		Development Services Process Improvement - Consulting	17,000	Delayed to align consulting efforts with Tyler Munis Com Dev Module Planning & Implementation
<b>DPW</b>					
17031	640800		MSB security cameras	10,000	Working with contractor on details in 2024 and need installation in 2025
17032	640400	WisDOT	Lawe Street Bascule Bridge	4,000	Contract delayed to 2025
17032	640800	AECOM Pend. MSC Approval	Bascule Bridge Structural Maint. and Painting	339,500	Project budgeted over multiple years for future design/construction
<b>Police</b>					
17511	631200	Sunset Law Enforcement	Ammunition	15,000	Availability of ammunition was decreased due to demand
17532	632700	Lenova	Forensic Computer Upgrade	6,000	Evaluation, demonstration, and receiving quotes took longer than expected
<b>Fire</b>					
18024	632400	Various	Medical and Lab Supplies	8,500	Planned upgrade to paramedic engines in 2025. Needed medications would expire if purchased in 2024.
18010	631603	Various	Miscellaneous Supplies	1,675	Donated funds being used for planned updates to the branding items for the AFD.
<b>Total - General Fund</b>				<b>3,634,020</b>	
<b>Grand Total - Not Under Contract</b>				<b>13,811,792</b>	



**2024 - 2025 Budget Carryover Requests - Special Consideration**

		Vendor	Description	Amount	Justification
<b>Sanitation</b>					
2230	645400	Outagamie County	Tipping Fees	10,000	Increase amount needed for tipping fees in 2025 due to projected estimates
<b>CEA Fund</b>					
6110	630901	TBD	Laptops for Mechanic Shop	5,000	New Asset Management System impacting productivity without proper equipment
<b>Facilities Capital Project</b>					
FACILITIES	ROOFREPLCE		Park Pavilion Roof Replacement	107,625	The Park Pavilion Roof Replacement Project was completed under budget and we are looking to allocate the remaining funds to create a sustainability and climate action master plan. This special consideration carryover will be allocated for hiring a consultant to create a sustainability and climate action plan for Appleton. The consultant will analyze existing reports, update the reports, and create a masterplan document that will provide a clear pathway for the City to achieve its sustainability and climate goals.
FACILITIES	INTERIOR		MSB Furniture Upgrade	7,316	City Center/East/West is updating the building wayfinding as a result of all the new development. This money would be utilized to assist with covering costs associated with new wayfinding signage for City Hall.
FACILITIES	INTERIOR		Fire Station Lighting Upgrades	12,690	City Center/East/West is updating the building wayfinding as a result of all the new development. This money would be utilized to assist with covering costs associated with new wayfinding signage for City Hall.
				<b>127,631</b>	
<b>Stormwater Utility</b>					
5223	641500	Outagamie County	Tipping Fees	10,000	Increase amount needed for tipping fees in 2025 due to projected estimates.
5230	680904	Outagamie County	Tipping Fees	10,000	Increase amount needed for tipping fees in 2025 due to projected estimates.
				<b>20,000</b>	
<b>Water Utility</b>					
WTRUTL	CORROCONTR		Emergency Chemical Tank Replacement	344,800	Use positive budget variance for the emergency chemical tank replacement
WTRUTL	CORROCONTR		Emergency Chemical Tank Replacement	96,250	Use positive budget variance for the emergency chemical tank replacement
WTRUTL	INSTRUMENT		Emergency Chemical Tank Replacement	87,944	Use positive budget variance for the emergency chemical tank replacement
WTRUTL	PUMPING		Emergency Chemical Tank Replacement	38,758	Use positive budget variance for the emergency chemical tank replacement
WTRUTL	CHEMSTOR	Fabrick Power	Generator Control Panel Upgrade	5,204	Positive budget variance to fund change order to 2025 contract
				<b>572,956</b>	
<b>Wastewater Utility</b>					
5422	641800		DAF #3 & Receiving Station #1 Tank Repair	92,432	Positive 5422 O&M budget to be used for needed repair
5422	632601		DAF #3 & Receiving Station #1 Tank Repair	39,048	Positive 5422 O&M budget to be used for needed repair
5422	631603		DAF #3 & Receiving Station #1 Tank Repair	11,148	Positive 5422 O&M budget to be used for needed repair
WWUTL	SLUDGESTOR		Receiving Station offloading pipe, mixers & covers	100,000	Budget request to completed needed pipe and covers

**2024 - 2025 Budget Carryover Requests - Special Consideration**

		Vendor	Description	Amount	Justification
WWUTL	PROCEQUIP		Belt Filter Polymer System replacement	125,000	Budget request to fund contractor costs to replace polymer feed system as part of the Belt Filter Project
WWFMD	CEILINGS		2025 Hardscape Improvements	21,118	Funding to support hardscape project to be bid spring 2025
				<b>388,746</b>	
<b>Legal</b>					
14521	640400		Consulting	2,000	Additional attorneys to attend the 2025 IMLA conference and have funds available for
<b>Finance</b>					
11510	630100		Supplies	800	Additional supplies to be purchased in 2025
11530	640100		Temp Staffing	3,600	Funding for temp staff needed for multiple vacancies in 2025
11530	640300		Temp Staffing	5,800	Funding for temp staff needed for multiple vacancies in 2025
<b>Police</b>					
17541	632700	Dell	Command Post laptop upgrades	6,600	Laptops require dedicated graphics and upgraded processor to run programs
<b>Total - General Fund</b>				<b>18,800</b>	
<b>Grand Total - Special Consideration</b>				<b>1,143,133</b>	