

**CITY OF NEENAH**  
**FINANCE AND PERSONNEL COMMITTEE MEETING**  
**Monday, June 24, 2019 – 6:30 p.m.**  
**Hauser Room, Neenah City Administration Building**  
**211 Walnut Street, Neenah, Wisconsin**

**MINUTES**

**Present:** Chairman Erickson; Aldermen Kunz, Steele, Stevenson and Boyette; Mayor Kaufert; City Attorney Godlewski; Director of Finance Easker.

**Others Present:** Director of Community Development Haese, Director of Water Utility Mach, Director of Information Systems Wenninger, Deputy Director of Community Development Schmidt, Assistant Planner Kasimor, GIS Coordinator Meverden.

**Absent/Excused:** None.

**Public Appearances:** None.

**Minutes:** **Motion/Second/Carried Stevenson/Kunz to approve the minutes from the June 10, 2019 Special Meeting.** All voting aye.

**Geographic Information Systems Work Plan (July 2019 – June 2020):** Committee reviewed the July 2019 - June 2020 Geographic Information Systems (GIS) Work Plan. The Work Plan provides a summary of the projects and activities to be undertaken between July 2019 and June 2020, subject to change at the discretion of the City's GIS Leadership team. The Plan provides a listing of eight specific accomplishments within the GIS environment from July 2018 to June 2019 as well as thirteen objectives for 2019-2020 within both the Infrastructure/License Management/Data Management and Application Development/Implementation areas.

Committee and staff discussed various aspects of the proposed GIS Work Plan. Deputy Director of Community Development Schmidt and GIS Coordinator Meverden each made presentations specific to various GIS functions. Director Haese provided a broad historic overview of the GIS function, and highlighted the progress that has been made in the past year. Additional items discussed included the internal process for initiating GIS changes and improvements, the makeup and role of the GIS Leadership team, the relationship between the City and Water Utility GIS functions and a discussion on how both staff and the public will benefit from GIS services now and in the future.

**ERP Project Update:** Committee reviewed memo of Director Wenninger regarding status and progress updates of the City's Enterprise Resource Planning (ERP). He indicated his desire to provide periodic updates on the implementation of the Central Square software modules that were committed to by the City in December 2018. The modules currently in the implementation process include Document Management Services, Land/Parcel Management and Customer Information System (Utility Billing). Specific discussion took place on the need to extend the timeline for final implementation of Customer Information System (Utility Billing) to March 2020. Mayor Kaufert gave his perspective on the status of the ERP process.

**Fiscal Matters: May Vouchers: Motion/Second/Carried Boyette/Stevenson to approve the May vouchers as presented. All voting aye.**

**Motion/Second/Carried Stevenson/Boyette to adjourn the meeting at 8:10 p.m. All voting aye.**

Respectfully submitted,

A handwritten signature in green ink, appearing to read "M.K. Easker".

Michael K. Easker, CPA  
Director of Finance