

**CITY OF NEENAH**  
**FINANCE AND PERSONNEL COMMITTEE MEETING**  
**Monday, July 9, 2018 – 6:30 p.m.**  
**Hauser Room, Neenah City Administration Building**  
**211 Walnut Street, Neenah, Wisconsin**

**MINUTES**

**Present:** Chairman Erickson; Aldermen Kunz, Stevenson, Steele (6:35) and Boyette (8:15); Mayor Kaufert; City Attorney Godlewski; Director of Finance Easker

**Others Present:** Director of Community Development Haese, Director of Information Systems Wenninger, Deputy Director of Community Development Schmidt, GIS Operator Meverden, Assistant Planner Kasimor

**Public Appearances:** None

**Minutes:** **Motion/Second/Carried Kunz/Stevenson to approve the minutes from the June 27, 2018 Special Meeting.** All voting aye.

**GIS Presentation:** Committee reviewed presentation by Director Wenninger, Deputy Director Schmidt and GIS Operator Meverden. The presentation included an explanation of GIS, the City's GIS goals and objectives, the GIS leadership team, the City's GIS hardware and software, current GIS applications and maintenance and how GIS is being applied in neighboring communities.

Committee and staff discussed various aspects of the City's GIS status and usage. Issues discussed included the need to have all City departments involved in the City's comprehensive GIS environment. Specific discussion took place on need for Water Utility information to be fully integrated into the City's GIS data and mapping systems. Other discussion centered around concerns that the City has fallen behind other communities regarding department and citizen access and usage of GIS applications. Alderman Stevenson said that representatives from the Police, Fire/Rescue and Water Departments need to be added to the GIS leadership team. Alderman Kunz requested that the committee be provided periodic updates regarding ongoing GIS advancements and applications.

**Resolution No. 2018-20 Approval of 2018 Community Development Block Grant (CDBG) Plan:** Committee reviewed memo from Assistant Planner Kasimor requesting approval of Resolution 2018-20 Community Development Block Grant and authorization to enter into agreements for the activities, subject to approval by the U.S. Department of Housing and Urban Development. The proposed program allocates \$219,928 in 2018 funds and an estimated \$38,000 in revolving fund payments from the 2017 CDBG year. Public service agency applications totaled \$39,500, with funding recommended at the regulatory cap amount of \$38,000.

Committee and staff discussed various aspects of the proposed plan. Items discussed included the circumstances under which funds are rolled over, the status of funding for potential property purchases to improve blighted areas and the ongoing challenges to

spend funds in a timely manner while still meeting the strict parameters set down by CDBG. Discussion also took place on the continued need for City officials to identify CDBG eligible projects. Chairman Erickson requested that future memos include a list of projects and accomplishments from the previous year funded by CDBG funds.

RESOLUTION

**Motion/Second/Carried Kunz/Stevenson recommending Council's approval of Resolution 2018-20 Community Development Block Grant and authorization to enter into agreements for the activities, subject to approval by the U.S. Department of Housing and Urban Development. All voting aye.**

**ERP Implementation Plan:** Committee reviewed memo from Director Wenninger providing an update on the City's Enterprise Resource Planning (ERP) implementation plan. He explained how the future strategy of the City's preferred software vendor Superior to move to a cloud-based solution might impact upcoming City software migration decisions. He also revealed the addition to the plan of implementing imaging workflow software to create greater efficiency for City P-Card and accounts payable processing.

Committee and staff discussed various aspects of the ERP implementation plan, including the status of the pending Utility Billing migration to the Superior product.

**Res. No. 2018-21 Designating Nicolet National Bank as a Public Depository and Authorizing Withdrawal of County, City, Village, Town or School District Moneys:**

Committee reviewed Resolution No. 2018-21 designating Nicolet National Bank as a public depository and authorizing withdrawal of county, city, village, town or school district moneys. The resolution was requested by Nicolet Bank, who recently purchased First National Bank Fox Valley, whom the City had designated as a public depository many years ago.

RESOLUTION

**Motion/Second/Carried Stevenson/Steele to recommend Council approve Resolution No. 2018-21 Designating Nicolet National Bank as a Public Depository and Authorizing Withdrawal of County, City, Village, Town or School District Moneys. All voting aye.**

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

**Motion/Second/Carried Stevenson/Kunz to adjourn the meeting at 8:40 p.m. All voting aye.**

Respectfully submitted,



Michael K. Easker, CPA  
Director of Finance