



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, September 10, 2018

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

**Present:** 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

**Excused:** 2 - Alderperson Croatt and Alderperson Baranowski

3. Approval of minutes from previous meeting

[18-1307](#)

Finance Committee minutes from August 20, 2018 and September 5, 2018 meetings

**Attachments:** [MeetingMinutes20-Aug-2018-02-45-34.pdf](#)

[MeetingMinutes05-Sep-2018-01-42-57.pdf](#)

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

**Aye:** 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

**Excused:** 2 - Alderperson Croatt and Alderperson Baranowski

4. Public Hearings/Appearances

5. Action Items

[18-1242](#)

Request to approve the 2019 Special Assessment Policy.

**Attachments:** [2019 Special Assessment Policy.pdf](#)

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

**Aye:** 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

**Excused:** 2 - Alderperson Croatt and Alderperson Baranowski

[18-1308](#)

Request for City of Appleton to waive the sidewalk special assessment for 1233 W Cedar Street in exchange for dedication of 253 SF for property needed to construct the wide sidewalk/multi-purpose sidepath

**Attachments:** [Cedar Street sidewalk assessment.pdf](#)

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

**Aye:** 3 - Alderson Plank, Alderson Lobner and Alderson Siebers

**Excused:** 2 - Alderson Croatt and Alderson Baranowski

[18-1309](#)

Request approval to create a tiered fee system for the annual Street Snow Removal Assessments and approve rates for the 2018/2019 winter season

**Attachments:** [Street Snow Removal Assessment.pdf](#)

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

**Aye:** 3 - Alderson Plank, Alderson Lobner and Alderson Siebers

**Excused:** 2 - Alderson Croatt and Alderson Baranowski

[18-1314](#)

Request to award the Blue Parking Ramp Demolition contract to The Boldt Company in the amount of \$1,998,000 with a contingency of 15% for a project total not to exceed \$2,297,700

**Attachments:** [2018 Blue Ramp Demolition.pdf](#)

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

**Aye:** 3 - Alderson Plank, Alderson Lobner and Alderson Siebers

**Excused:** 2 - Alderson Croatt and Alderson Baranowski

[18-1324](#)

Request to approve Finance Committee Report 4-P-18 for Sidewalk Construction.

**Attachments:** [Report 4-P-18.pdf](#)

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

**Aye:** 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

**Excused:** 2 - Alderperson Croatt and Alderperson Baranowski

[18-1325](#)

Request to award Concrete, Beam and Deck repairs in the Red Parking Ramp to The Boldt Company in the amount of \$36,443 with a 10% contingency of \$3,644 for a project total not to exceed \$40,087

**Attachments:** [Award of Contract - Red Ramp Concrete Beam and Column Repairs.pdf](#)

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

**Aye:** 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

**Excused:** 2 - Alderperson Croatt and Alderperson Baranowski

[18-1326](#)

Request to approve Contract Amendment / Change Order No. 1 to contract 68-17 for Red Parking Ramp Expansion Joint Replacement for the addition of a level 4 deck seal spot repair and 120 linear feet of EMSEAL expansion joint sealer in the amount of \$19,060.00 resulting in a decrease to contingency from \$4,000.00 to \$0.00. Overall contract increases from \$84,030.00 to \$99,090

**Attachments:** [Red Ramp Expansion Joint Replacement Change Order No.1.pdf](#)

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

**Aye:** 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

**Excused:** 2 - Alderperson Croatt and Alderperson Baranowski

[18-1328](#)

Request approval of the use of Exhibition Center bond proceeds originally intended for interest reimbursement to fund consulting fees related to providing private funding option

**Attachments:** [von Briesen Payment 2018.pdf](#)

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

**Aye:** 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

**Excused:** 2 - Alderperson Croatt and Alderperson Baranowski

[18-1341](#)

Request to approve the Development Agreement with McFleshmans Commons LLC for improvements and development of the property at 115 S. State Street in Tax Increment Financing District No. 12

**Attachments:**     [Memo Recommend McFleshmans Commons Dev Agrmt.pdf](#)  
[McFleshmans Commons LLC - Dev Agmt 08-14-2018 2.pdf](#)

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

**Aye:** 3 - Alderson Plank, Alderson Lobner and Alderson Siebers

**Excused:** 2 - Alderson Croatt and Alderson Baranowski

## 6. Information Items

[18-1327](#)

The Finance Committee will go into closed session according to State Statute §19.85(1)(e) for the purpose of discussing the investment of public funds concerning the Fox Cities Exhibition Center invoices and reconvene into open session.

*Meeting went into Recess*

**Alderson Plank moved, seconded by Alderson Lobner, that the Closed Session be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 3 - Alderson Plank, Alderson Lobner and Alderson Siebers

**Excused:** 2 - Alderson Croatt and Alderson Baranowski

**Alderson Plank moved, seconded by Alderson Lobner, that the committee rise and reconvene into open session be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 3 - Alderson Plank, Alderson Lobner and Alderson Siebers

**Excused:** 2 - Alderson Croatt and Alderson Baranowski

[18-1340](#)

Rental of DS450 machine for Central Count of absentee ballots

**Attachments:**     [DS450 for Central Count- Finance Memo.pdf](#)

**This Report Action Item was received and filed**

[18-1310](#)

Contract 27-18 was awarded to Scott DeNoble and Sons Construction, Inc for \$200,000 for Mini Sewer. Payments to date total \$99,889. Request final payment of \$93,028.50

**This Presentation was received and filed**

[18-1311](#)

Change Orders #1, #2, and #3 to August Winter & Sons Inc. contract as part of the Iron Salt Chemical Room Rehabilitation and Improvements Project totaling \$14,758 resulting in a decrease in contingency from \$59,786 to \$45,028. No change to overall contract amount.

**Attachments:** [UC Memo Iron Salt Room Rehab Improvements Change Orders.pdf](#)

**This Presentation was received and filed**

[18-1329](#)

The following 2018 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

**General Fund - Library**

Reimbursements - Friends of the Library	+\$34,000
Supplies - Administration	+\$ 4,525
Purchased Services - Administration	+\$ 3,000
Supplies - Childrens Services	+\$ 6,600
Purchased Services - Childrens Services	+\$ 5,500
Supplies - Public Services	+\$ 1,000
Purchased Services - Public Services	+\$ 750
Supplies - Community Partnerships	+\$ 2,000
Purchased Services - Community Partnerships	+\$ 5,600
Supplies - Materials Management	+\$ 800
Supplies - Network Services	+\$ 3,225
Purchased Services - Network Services	+\$ 1,000

to record funds received from the Friends of the Appleton Public Library

Reimbursements	+\$ 250
Supplies - Community Partnerships	+\$ 250

to record donation from Sanya and BS Sindhar for cultural programming

**General Fund - Police Department**

Donations	+\$ 1,000
Neighborhood Watch Program Supplies	+\$ 1,000

to record donation from Walmart for the Neighborhood Watch Program

**General Fund - Mayor's Office**

Other Contracts/Obligations	+\$ 5,000
General Fund Balance	- \$ 5,000

to record contribution to the League of WI Municipalities for their "Dark Store" education campaign

**This Presentation was received and filed**

7. Adjournment

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

**Aye:** 3 - Aldersperson Plank, Aldersperson Lobner and Aldersperson Siebers

**Excused:** 2 - Alderperson Croatt and Alderperson Baranowski