



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, January 22, 2018

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

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

2. Roll call of membership

**Present:** 5 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

3. Approval of minutes from previous meeting

[18-0118](#)

Finance Committee minutes for January 8, 2018 and January 15, 2018

**Attachments:** [MeetingMinutes 8-Jan-2018-02-20-56.pdf](#)

[MeetingMinutes15-Jan-2018-02-22-09.pdf](#)

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

**Aye:** 5 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

4. **Public Hearings/Appearances**

5. **Action Items**

[18-0048](#)

Request to approve Rocky Bleier Run/Water Street Relocation Order (north side of street).

**Attachments:** [Rocly Bleier Run \(north side of street\) - Relocation Order 1.pdf](#)

*This was withdrawn by Paula Vandehey, Director of Public Works.*

**Alderperson Baranowski moved, seconded by Alderperson Siebers, that the Report Action Item be withdrawn by Department of Public Works. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

[18-0119](#)

Request to award Unit T-18 Telulah Avenue Sewer & Water Main Reconstruction No. 1 to Kruczek Construction, Inc in the amount of \$1,477,778 with a 5% contingency of \$73,889 for a project total not to exceed \$1,551,667.

**Attachments:**     [Award of Contract Unit T-18.pdf](#)

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

**Aye:** 5 - Alderson Plank, Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Baranowski

[18-0120](#)

Request to approve Finance Committee Report 1-P-18 for Sanitary Laterals

**Attachments:**     [Report 1-P-18.pdf](#)

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

**Aye:** 5 - Alderson Plank, Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Baranowski

[18-0126](#)

Request to apply for the FEMA FY17 Assistance to Firefighter's Grant for personal protective equipment

**Attachments:**     [Intent to Apply - FY2017 Assistance to Firefighter's Grant - 1-18-18.pdf](#)

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

**Aye:** 5 - Alderson Plank, Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Baranowski

[18-0128](#)

Resolution introduced by Alderperson Baranowski at January 17, 2018 Common Council meeting relating to short-term loan to Appleton Redevelopment Authority for the construction of the Fox Cities Exhibition Center.

**Resolution #1-R-18**

*Submitted by: Alderperson Baranowski - District 5*

Whereas, the City of Appleton approved a short-term loan not to exceed \$31,000,000 to the Appleton Redevelopment Authority (ARA) for the construction of the Fox Cities Exhibition Center and,

Whereas, the short-term loan is to be repaid upon ARA's closing of long-term financing for the project and,

Whereas an estimate of the amount of interest income not received due to the amounts paid to fund the Fox Cities Exhibition Center, projecting through March 1, 2018, would be approximately \$237,500 therefore,

Be it resolved, the City of Appleton is repaid from the hotel room tax fund, upon ARA's closing of long-term financing for the project, any and all interest income it would have earned on the funds the City loaned to ARA for the Fox Cities Exhibition Center project.

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

**Aye:** 5 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

**6. Information Items**[18-0121](#)

Contract 50-16 was awarded to Miron Construction for the 2016 Erb Park and Pool Renovation project in the amount of \$8,757,842 with a contingency of \$613,048. Change orders totaled \$267,983, leaving a contingency balance of \$345,065. Request to issue the final contract payment of \$17,006.77

**Attachments:** [2018 Erb Park Final Payment .pdf](#)

**This Presentation was received and filed**

[18-0122](#)

Contract 55-17 was awarded to VOE Power and Systems, LLC for the 2017 MSB Fire Alarm project in the amount of \$68,177 with a contingency of \$10,000. One change order was issued in the amount of \$773. Payments issued to date totaled \$65,502. Request to issue the final contract payment of \$3,447.48

**Attachments:** [2017 MSB Fire Alarm Final Payment .pdf](#)

**This Presentation was received and filed**

[18-0123](#)

Contract 69-17 was awarded to Bodart Electric Company, Inc for the 2017 Parks Lighting Upgrades project in the amount of \$70,894 with a contingency of 10%. One change order was issued in the amount of \$3,500. No payments have been made. Request to issue the final contract payment of \$74,393.65

**Attachments:** [2017 Parks Lighting Final Payment .pdf](#)

**This Presentation was received and filed**

[18-0124](#)

Contract 54-17 was awarded to VOE Power and Systems, LLC for the 2017 Wastewater Lighting Upgrade project in the amount of \$41,740 with a contingency of \$10,000. One change order was issued in the amount of \$5,723. Payments issued to date totaled \$45,090. Request to issue the final contract payment of \$2,373.17

**Attachments:** [2017 Wastewater Lighting Upgrades Final Payment .pdf](#)

**This Presentation was received and filed**

[18-0125](#)

Request to add Sanitary Sewer and Storm Sewer construction on Durkee Street between Atlantic Street and Summer Street to our 2018 Reconstruction Program (action item on Utilities Committee agenda)

**Attachments:** [Durkee St Sewer.pdf](#)

**This Presentation was received and filed**

[18-0127](#)

Director's Reports:

Finance

- Staffing Update
- ERP Project

Legal Services

No Report

Parks, Recreation & Facilities Management

- Facilities Management Project Updates

**This Presentation was received and filed**

[18-0130](#)

The following 2017 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

**General Fund - Library**

Other Contracts/Obligations - Administration	+\$47,000
Books & Library Materials - Materials Management	- \$47,000

to transfer funds to fund the cost of safety and security services

**Attachments:**    [Security Memo to Council 2018.pdf](#)  
[Statements of support January 2018.pdf](#)

**This Presentation was received and filed**

7. Adjournment

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

**Aye:** 5 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt and Aldersperson Baranowski