



# City of Appleton

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

## Meeting Minutes Finance Committee

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Tuesday, April 25, 2017

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

**Meeting called to order at 4:30pm.**

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

[17-539](#)

April 11, 2017 Finance Committee minutes

**Attachments:** [MeetingMinutes11-Apr-2017-11-39-38.pdf](#)

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

**Aye:** 4 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers and Alderperson Croatt

**Abstained:** 1 - Alderperson Baranowski

4. Public Hearings/Appearances

5. Action Items

[17-540](#)

Request to award the Scheig Center, Memorial Park - Plaza Redevelopment contract to Sommers Construction Company, Inc in the amount of \$94,371 with a contingency of 10% for a project not to exceed \$103,808.

**Attachments:** [Scheig Center Plaza Redevelopment.pdf](#)

**Alderperson Baranowski moved, seconded by Alderperson Siebers, 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

[17-541](#)

CEA Review Committee Report for April 11, 2017.

**Attachments:**     [CEA Minutes11-Apr-2017-03-54-38.pdf](#)

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

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

[17-548](#)

Request to approve the following 2017 Budget adjustment:

**Stormwater Utility**

Green Grove Plat Project	+\$6,925
Northland Pond Project	- \$6,925

**General Fund - Public Works Department**

Asphalt Reconstruction	+\$40,189
Sidewalk Reconstruction	- \$40,189

to reallocate funds to pay for stormwater and street improvement projects undertaken in cooperation with the Town of Grand Chute.

**Attachments:**     [DPW Grand Chute Memo.pdf](#)

**Alderson Lobner moved, seconded by Alderson Baranowski, 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

[17-549](#)

Request to approve professional services contract with von Briesen & Roper, S.C. for Phase V services related to the financing of the Fox Cities Exhibition Center and approve the related 2017 Budget adjustment below:

**Exhibition Center Capital Projects Fund**

Consulting Services	+\$462,500
Debt Proceeds/Room Tax	+\$462,500

to provide funding for consulting services related to the financing of the Fox Cities Exhibition Center.

**Attachments:**     [Memo to Finance Von Briesen Phase V Engagement Letter2.pdf](#)  
[Engagement Agreement - Loan Documents and Closing.PDF](#)  
[FCEC Professional Services Agreement, Phase IV 3-01-2016.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:** 4 - Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Baranowski

**Nay:** 1 - Alderson Plank

[17-552](#)

Request to reject bid from Slusarek Construction, Inc in the amount of \$75,500 for the Arbutus Park Retaining Wall Project.

**Attachments:**     [2017 Arbutus Park Retaining Wall \(Reject Bids\).pdf](#)

**Alderson Lobner moved, seconded by Alderson Baranowski, 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

[17-563](#)

Request to award the 2017 Alicia Park Hillside Stabilization project contract to Radtke Contractors, Inc in the amount of \$39,000 with a contingency of \$8,000 for a project not to exceed \$47,000.

**Attachments:**     [2017 Alicia Hillside Stabalization.pdf](#)

**Alderson Lobner moved, seconded by Alderson Baranowski, 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

[17-577](#)

Request to approve Contract Amendment/Change Order No. 1 to contract 73-16 for Unit Y-16 Arbutus Park Stormwater Lift Station Reconstruction to increase for the addition of retaining wall reconstruction to the scope of work in the amount of \$45,925.00 resulting in an increase to contingency from \$21,377.50 to \$25,877.50. Overall contract increased from \$235,152.50 to \$285,577.50.

**Attachments:**     [Unit Y-16 Contract Amendment-Change Order No.1.pdf](#)

**Alderson Lobner 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

[17-597](#)

Request to approve Contract Amendment/Change Order No. 1 to contract #3-17 for Unit H-17 Northland Pond Construction for Micro-Tunnel with an increase of \$658,945. Overall contract increase from \$2,724,224 to \$3,383,169.

**Attachments:**     [Northland Av Contract Chg.pdf](#)  
                              [Northland Av Map.pdf](#)

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

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

[17-580](#)

Railroad Donation Agreement for trestles

**Attachments:**     [RR - Donation Contract.pdf](#)

*Alderson Lobner was excused at 5:45pm*

**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:** 3 - Alderson Plank, Alderson Croatt and Alderson Baranowski

**Nay:** 1 - Alderson Siebers

**Excused:** 1 - Alderson Lobner

## 6. Information Items

[17-547](#) Change Order #3 to Caldwell Tank in the amount of \$2,428 for the Glendale Water Tower Project resulting in the construction contract being reduced from \$2,443,762 to \$2,441,334.

**Attachments:** [Change Order 3 Glendale Project.pdf](#)

**This Presentation was received and filed**

[17-545](#) Set Meeting Day and Time

*5 or 5:30 on Monday*

**This Presentation was held until the May 9, 2017 meeting.**

[17-582](#) **Resolution #7-R-17**

April 19, 2017

Submitted by: Alderperson Baranowski - District 5

Referred to: Attorney's Office, Finance Committee

WHEREAS, social media plays an important role in the ability to communicate with the public, it can infringe on open meeting laws, THEREFORE, the City Attorney review and draft a policy that governs the proper use of social media during posted City meetings.

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

[17-542](#) Election of Vice-Chair

*Alderperson Baranowski was appointed Vice-Chair*

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

[17-543](#) Election of Tax Appeals Board Member

*Alderperson Baranowski was appointed to the Tax Appeals Board*

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

[17-544](#) Election of Central Equipment Agency Board Member

*Alderperson Lobner was appointed to the Central Equipment Agency Board*

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

[17-546](#)

Appoint a Contact Person

*Alderson Plank was appointed Contact Person with Finance Director Tony Saucerman as secondary Contact Person*

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

[17-581](#)

The Finance Committee will go into closed session according to State Statute §19.85(1)(e) for the purpose of discussions of real estate negotiations regarding the railroad trestles and reconvene into open session.

**This Report Action Item was not needed due to vote outcome of Item 17-580.**

## 7. Adjournment

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

**Aye:** 4 - Alderson Plank, Alderson Siebers, Alderson Croatt and Alderson Baranowski

**Excused:** 1 - Alderson Lobner