



City of Appleton

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

Meeting Agenda Finance Committee

Tuesday, December 8, 2015

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[15-2014](#) November 18, 2015 Finance Committee minutes.

Attachments: [MeetingMinutes18-Nov-2015-09-24-08.pdf](#)

4. Public Hearings/Apearances

5. Action Items

[15-2075](#) The Finance Committee will meet in Closed Session to confer with Legal Counsel concerning strategy to be adopted by the body with respect to litigation in which it is involved regarding the Fox River cleanup pursuant to the exceptions contained in Sec 19.85(1)(g) of the Wisconsin Statutes and concerning real estate negotiations regarding railroad trestles pursuant to the exception contained in Sec 19.85(1)(e) of the Wisconsin Statutes . The Committee will then reconvene into open session and conduct further business.

[15-1138](#) Request approval of ordinance permitting absent Alderpersons to appear by phone.

Attachments: [Sec 2-29 Alderperson Apearances \(amended\) .pdf](#)

Legislative History

7/7/15	Finance Committee	held
8/11/15	Finance Committee	recommended for approval <i>Motion to amend by Alderperson Lobner to use "electronically" in place of "by telephone" throughout the amendment; second by Alderperson Konetzke.</i>
8/19/15	Common Council	referred to the Finance Committee
8/25/15	Finance Committee	held
9/22/15	Finance Committee	held

[15-1534](#) Adopt the 2016 City of Appleton Policy for Special Assessments

Attachments: [Assessment Policy 2016.pdf](#)

Legislative History

- 9/22/15 Finance Committee recommended for approval
Motion to hold by Alderperson Lobner fails for lack of a second
- 10/7/15 Common Council referred to the Finance Committee
- 10/13/15 Finance Committee recommended for approval
*Alderperson Plank moved, seconded by Alderperson Lobner to amend the policy to the 0% Rural to Urban Conversion. Roll Call. Motion carried by the following vote:
Aye - 4
Excused - 1*
- 10/21/15 Common Council referred to the Finance Committee
Amendment No. 1 (Lobner): Amend Pages 1 and 2 to create a fourth column, titled "Rural to Urban Conversion where Grade and Gravel was previously assessed." For this group, assessment shall be 75% for R1 property and 100% for all other zoning, minus the amount property owners were previously assessed for grade and gravel.

A vote was taken on the amendment and carried. Upon questions by Director Vandehey and subsequent confusion as to the intent of the amendment, this item was ultimately referred back to the Finance Committee by Alderperson Lobner.

[15-2016](#) Recommendation to donate CPAT Equipment to Fox Valley Technical College

Attachments: [CPAT donation to Fox Valley Technical College.pdf](#)

[15-2018](#) Recommendation to donate Command Trailer to Outagamie County CERT

Attachments: [Command trailer donation to Outagamie County CERT.pdf](#)

[15-2053](#) Request to approve the following 2015 Budget adjustments:

TIF 5 Capital Projects Fund

Transfer to General Fund	+\$237,923
Fund Balance	- \$237,923

General Fund - Unclassified

Transfer from TIF 5	- \$237,923
Fund Balance	+\$237,923

to record the closeout of TIF 5 and the transfer of the City portion of fund balance to the General Fund (2/3 vote required)

Attachments: [Appleton, City TID No. 5 2015 FS.pdf](#)

[15-2054](#) Request to approve the following 2015 Budget adjustment:

General Fund - Legal Services

Legal Fees	+\$52,513
Fund Balance	- \$52,513

to record additional legal fees incurred in connection with the CVS assessment litigation (2/3 vote required)

[15-2055](#) Request to approve the following Budget adjustment:

Risk Management Fund

Legal Fees	+\$400,000
Insurance Proceeds	+\$400,000

to record additional legal fees and related insurance reimbursement in connection with the Fox River cleanup litigation (2/3 vote required)

[15-2057](#) Request to write off \$116,436.88 of accounts receivable invoices and \$18,824.83 of personal property taxes (outstanding over one year).

Attachments: [written off accounts lists.pdf](#)

[15-2068](#) Request to approve AT&T cell phone antenna lease amendments

Attachments: [Finance Committee - Memo re Changes to Lease Agreements with ATT.pdf](#)
[Proposed Amendment - Memorial Park Monopole.pdf](#)
[Proposed Amendment - Oneida Street Water Tower.pdf](#)

[15-2073](#) Request to approval of Amendment to Emerald Valley Development Agreement

Attachments: [Emerald Valley 2nd Amendment to Dev Agrm \(City 12-02-15\).pdf](#)

[15-2074](#) Request the approval of Amendment to Clearwater Creek Development Agreement.

Attachments: [Clearwater Creek - 1st Amendment to Dev Agrm \(City 12-03-15\).pdf](#)

6. Information Items

[15-1573](#) Director's Reports:

Finance
Information Technology
Legal Services

[15-2024](#) Contract 24-15 was awarded to Van Ert Electric Company, Inc. for Fire Station Standby Power Generator Systems at Fire Station #3, #4 and #5 in the amount of \$95,022 with a contingency of \$9,500. One change order was issued. Payments issued to date total \$94,189.65. Request to issue the final contract payment of \$4,957.35.

Attachments: [2015 Fire Station Emergency Generators Final Payment.pdf](#)

[15-2028](#) Contract 16-15 was awarded to Dorner, Inc. for \$1,841,938 with a contingency of \$73,000 for Sewer and Water (Re)Construction Project No. 2. Payments issued to date total \$1,762,341.72. Request final payment of \$26,325.61.

[15-2030](#) Contract 17-15 was awarded to Northeast Asphalt, Inc. for \$139,760 with a contingency of \$27,952 for Appleton Memorial Park Northwest Parking Lot Renovation. Change orders were approved totaling \$9,912.20. Final contract amount is \$149,672.20 with a contingency of \$18,039.80. No payments issued to date. Request final payment of \$149,672.20.

[15-2034](#) Contract 29-14 was awarded to August Winter & Sons, Inc. for \$59,000 with a contingency of \$2,500 for MSB HVAC. Change orders were approved totaling \$2,500. Final contract amount is \$61,500 with a contingency of \$2,500. Payments issued to date total \$58,425. Request final payment of \$3,075.

[15-2038](#) Contract 7-15 was awarded to Team Reil, Inc. for \$106,932.20 with a contingency of \$5,345 for City Park Playground Resilient Surface Project. Payments issued to date total \$53,466.10. Request final payment of \$53,466.10.

[15-2056](#) The following 2015 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Other Reimbursements	+\$6,988
Library Materials	+\$6,783
Library Equipment	+ \$205

to record funds received from patrons to replace lost library materials and damaged equipment

Other Reimbursements	+\$1,622
Library Telephone Expense	+\$1,622

to record funds received from AT&T E-Rate for reimbursement of telephone expenses.

7. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.

For questions on agenda, please contact Tony Saucerman at (920) 832-6440.