



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, January 8, 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

[18-0004](#)

Finance Committee minutes of December 11, 2017

**Attachments:** [MeetingMinutes11-Dec-2017-02-41-34.pdf](#)

**Alderperson Baranowski moved, seconded by Alderperson Croatt, 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

[18-0006](#)

Brad Viegut and John Mehan with Robert W. Baird and Company, on a potential funding option for the Fox Cities Exhibition Center.

**Attachments:** [Baird FCEC Presentation 1-8-18.pdf](#)

5. Action Items

[18-0007](#)

Request to approve short-term loan not to exceed \$31,000,000 to the Appleton Redevelopment Authority (ARA) for the construction of the Fox Cities Exhibition Center to be repaid upon ARA's closing of long-term financing for the project which is anticipated in early 2018.

**Attachments:** [FCEC Financing - ARA Loan 2018.pdf](#)

**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

[18-0008](#)

Request to approve the following 2017 Budget adjustment:

**Facilities Management Capital Projects Fund**

Fire Station #4 Repair Project	+\$23,000
MSB Fire Protection System Upgrade Project	- \$23,000

to reallocate funds for the emergency repairs of the garage floor at Fire Station #4.

**Attachments:** [2017 Fire Station #4 Emergency Repairs and Budget Adjustment .pdf](#)

**Alderperson Croatt moved, seconded by Alderperson Baranowski, 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

[18-0021](#)

Request to approve payment to von Briesen & Roper, S.C. for real estate services performed under the "Hourly Services" provision of the Phase III agreement related to the construction of the Fox Cities Exhibition Center and approve the following related 2017 Budget adjustment:

**Exhibition Center Capital Projects Fund**

Consulting Services	+ \$489
Debt Proceeds/Room Tax	+ \$489

to provide funding for real estate services related to the construction of the Fox Cities Exhibition Center.

**Attachments:** [von Briesen Bill 10-31-17.pdf](#)

**Alderperson Croatt 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

[18-0031](#)

Request to approve Rocky Bleier Run/Water Street Relocation Order.

**Attachments:** [Rocky Bleier-Water St - Relocation Order \(FINAL\).pdf](#)

**Alderperson Baranowski moved, seconded by Alderperson Croatt, 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

[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](#)

**Alderperson Baranowski moved, seconded by Alderperson Croatt, 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

[18-0032](#)

Request from Developer to modify Section 3(h) of the Third Addition to Emerald Valley Development Agreement regarding timing of sidewalk installation on lots owned by the Developer.

**Attachments:** [Emerald Valley Agreement with proposed change.pdf](#)

**Alderperson Baranowski moved, seconded by Alderperson Croatt, that the Report Action Item be held until the February 26, 2018 Finance Committee meeting. Roll Call. Motion carried by the following vote:**

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

[18-0049](#)

Request to approve North Edgewood Estates Development Agreement.

**Attachments:** [Coenen Dev Agrm - City - Clean - 01-05-2018.pdf](#)

**Alderperson Baranowski moved, seconded by Alderperson Croatt, 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

[18-0046](#)

Request to approve accepting the professional construction management services of Miron Construction for the Jones Park renovation conditioned upon Miron's offer to donate their fee.

**Attachments:** [2018 Jones Park Renovation Sole Source \(002\).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

[18-0047](#)

The Finance Committee may, subject to the limited purposes identified in Wis. Stat. §19.85(1)(e), go into closed session for the purpose of deliberating and discussing the use of professional construction management services for the Jones Park renovation and then it will reconvene into open session.

**Alderson Baranowski moved, seconded by Alderson Croatt, to convene in Closed Session. Roll Call. Motion carried by the following vote:**

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

**Alderson Siebers moved, seconded by Alderson Lobner, to rise and report, returning into open session. Upon vote, motion carried unanimously.**

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

## 6. Information Items

[18-0005](#)

Contract 9-17 was awarded to Dorner Construction Co., Inc for \$2,334,436 with a contingency of \$122,500 for Oneida Street Sewer/Water Reconstruction #2. Change orders were approved totaling \$261,132. Final contract amount is \$2,595,568 with a contingency of \$2,353. Payments issued to date total \$2,465,541.25. Request final payment of \$130,026.26.

**This Presentation was received and filed**

[18-0022](#)

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

**General Fund - Library**

Reimbursements - Friends of the Library	+\$17,000
Supplies - Administration	+ \$950
Purchased Services - Administration	+ \$1,400
Supplies - Childrens Services	+ \$3,000
Purchased Services - Childrens Services	+ \$2,800
Supplies - Community Partnerships	+ \$3,000
Purchased Services - Community Partnerships	+ \$2,800
Materials - Materials Management	+ \$800
Supplies - Network Services	+ \$250
Purchased Services - Network Services	+ \$2,000

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

Other Reimbursements - Children's Programs	+ \$4,000
Contracted Services - Children's Programs	+ \$4,000

to record United Way funding for the Reach Out and Read program

**General Fund - Parks and Recreation Department**

Donations	+ \$3,384
Facility Rent	+ \$3,384

to record donation from the National Basketball Academy for the 2017 Youth Basketball camp

**This Presentation was received and filed**

[18-0023](#)

Contract 24-17 was awarded to Peters Concrete Company, Inc for the 2017 Wastewater Hardscape Repairs Project in the amount of \$156,820 with a contingency of 10%. One deduction change order was issued in the amount of (\$16,334.72) and no payments have been made yet. Request to issue the final contract payment of \$140,485.28.

**Attachments:**     [2017 Wastewater Hardscapes Repairs Final Payment .pdf](#)

**This Presentation was received and filed**

[18-0024](#)

Contract 59-17 was awarded to Klinger Painting, Inc for the 2017 Wastewater Tunnel Painting Project in the amount of \$90,000. No change orders were issued and no payments have been made yet. Request to issue the final contract payment of \$90,000.

**Attachments:** [2017 Wastewater Tunnel Painting Final Payment .pdf](#)

**This Presentation was received and filed**

[18-0025](#)

Contract 46-17 was awarded to MCC, Inc for the 2017 Parks Hardscape Repairs Project in the amount of \$99,539.22 with a contingency of 10%. One deduction change order was issued in the amount of (\$4,644). Payments issued to date total \$87,778. Request to issue the final contract payment of \$7,117.14.

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

**This Presentation was received and filed**

[18-0026](#)

Contract 47-17 was awarded to MCC, Inc for the 2017 Fire Stations #3 and #5 Hardscape Repairs Project in the amount of \$78,088.38 with a contingency of \$3,500. No change orders were issued and no payment has been made yet. Request to issue the final contract payment of \$78,088.38.

**Attachments:** [2017 Fire Station #3 and #5 Hardscapes final payment .pdf](#)

**This Presentation was received and filed**

[18-0027](#)

Contract 45-17 was awarded to DeGroot, Inc for the 2017 Wastewater Water Lateral Replacement Project in the amount of \$93,816 with a contingency of \$10,000. One change order was issued in the amount of \$2,050. No payment has been issued. Request to issue the final contract payment of \$95,866.05.

**Attachments:** [2017 Wastewater Water Lateral Final Payment .pdf](#)

**This Presentation was received and filed**

[18-0033](#)

Contract 61-17 was awarded to Miron Construction Company, Inc for the 2017 Telulah Skate Park Additions Project in the amount of \$157,993 with a contingency of \$17,257. One change order in the amount of \$8,672 was issued. Payments issued to date total \$134,505. Request to issue the final contract payment of \$32,159.80.

**Attachments:**     [2017 Telulah Skate Park Final Pymt.pdf](#)

**This Presentation was received and filed**

[18-0042](#)

Resolution #24-R-17

Resolution Regarding Pledge & Security Agreement with Respect to Financing of the Fox Cities Exhibition Center  
Submitted by: Alderperson Plank - District 7 & Alderperson Baranowski - District 5  
Referred to: Attorney's Office

Be It Resolved:

The Finance Committee and/or Common Council, with consultation from the Office of the City Attorney of Appleton, review the Pledge and Security Agreement document authorizing financing of the Fox Cities Exhibition Center.

Upon this review, the Common Council will approve the document in final form prior to its execution.

**This Presentation was received and filed**

[18-0051](#)

Resolution #23-R-17

Resolution Regarding Financing Option for the Fox Cities Exhibition Center

Submitted by: Alderperson Plank - District 7 &amp; Alderperson Baranowski - District 5

Referred to: Mayor's Office

Be It Resolved:

Upon receipt of work performed by R.W. Baird with respect to financing of the Fox Cities Exhibition Center, a report of their findings be presented to the Finance Committee and/or the full Common Council in a timely manner.

The presentation will be conducted by a representative employed by R.W. Baird. The City Attorney and Finance Director of the City of Appleton will be present for consultation.

The Finance Committee and/or Common Council will then determine and authorize the financing mechanism to be used to fund the Fox Cities Exhibition Center.

**This Presentation was received and filed**

## 7. Adjournment

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

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