



City of Appleton

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

Meeting Minutes Finance Committee

Wednesday, March 11, 2015

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 3 - Alderperson Plank, Alderperson Konetzke and Alderperson Lobner

Excused: 2 - Alderperson Stueck and Alderperson Coenen

3. Approval of minutes from previous meeting

[15-364](#)

February 25, 2015 Finance Committee minutes

Attachments: [MeetingMinutes25-Feb-2015-09-24-01.pdf](#)

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

Aye: 3 - Alderperson Plank, Alderperson Konetzke and Alderperson Lobner

Absent: 2 - Alderperson Stueck and Alderperson Coenen

4. Public Hearings/Appearances

5. Action Items

[15-366](#)

Request to award the MSB CIP roof replacement contract to E.D. Chase Roofing in the amount of \$178,583 with a contingency of \$17,500 for a total contract not to exceed \$196,083.

Attachments: [2015 MSB Roof Replacement.pdf](#)

Alderperson Coenen arrived at 4:34

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

Aye: 4 - Alderperson Plank, Alderperson Coenen, Alderperson Konetzke and Alderperson Lobner

Absent: 1 - Alderperson Stueck

[15-367](#)

Request to award the Library CIP roof replacement contract to W.J. Woodruff Roofing in the amount of \$134,940 with a contingency of \$13,500 for a total contract not to exceed \$148,440.

Attachments: [2015 Library Roof Replacement.pdf](#)

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

Aye: 4 - Aldersperson Plank, Aldersperson Coenen, Aldersperson Konezke and Aldersperson Lobner

Absent: 1 - Aldersperson Stueck

[15-388](#)

Request to approve the following 2014 Budget adjustments:

HAZMAT Grant Fund

Salaries	+\$12,200
Supplies	+\$14,100
Fund Balance	- \$26,300

Community Development Block Grant (CDBG) Fund

Grant Payments	+\$18,100
Federal Grant Revenue	+\$18,100

Emergency Shelter Grant Fund

Grant Payments	+\$49,800
State Grants and Aids	+\$49,800

Housing Rehabilitation Grant Fund

Grant Payments	+\$48,100
Fund Balance	- \$48,100

Room Tax Fund

Payments to Convention/Visitors Bureau	+\$43,400
Hotel Room Tax	+\$43,400

TIF 7 Fund

Developer Incentive Payments	+\$7,600
Property Taxes	+\$7,600

(all adjustments require 2/3 vote)

Attachments: [Final 2014 Budget Adj.pdf](#)

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

Aye: 4 - Aldersperson Plank, Aldersperson Coenen, Aldersperson Konezke and Aldersperson Lobner

Absent: 1 - Aldersperson Stueck

[15-391](#)

Request to award Unit B-15 asphalt pavement reconstruction to Triple P, Inc (d/b/a Peters Concrete) in the amount of \$743,264.75 with a 2.75% contingency of \$20,500 for a project total not to exceed \$763,764.75.

Attachments: [Award of Contract B-15.pdf](#)

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

Aye: 4 - Aldersperson Plank, Aldersperson Coenen, Aldersperson Konetzke and Aldersperson Lobner

Absent: 1 - Aldersperson Stueck

[15-396](#)

Request to approve the following 2015 Budget adjustments:

Water Utility

Loss on Disposal of Land	+\$62,000
Fund Balance	- \$62,000

Facilities, Parks & Recreation Capital Projects Fund

Donations	+\$62,000
Land	+\$62,000

to facilitate accounting transactions necessary to record the transfer of the old Water Plant land to the general fund as approved by Council on March 4, 2015 (2/3 vote required)

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

Aye: 4 - Aldersperson Plank, Aldersperson Coenen, Aldersperson Konetzke and Aldersperson Lobner

Absent: 1 - Aldersperson Stueck

6. Information Items

[15-389](#)

The following 2015 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Other Reimbursements	+\$22,827
Salaries - Children's Services	+\$21,827
Travel & Training - Children's Services	+ \$1,000

to record funds received from the Friends of the Library to support the Reach Out and Read Regional Coordinator program.

Other Reimbursements	+\$24,500
Library Materials	+\$21,000
Travel & Training - Admin	+ \$3,500

to record funds received from OWLS to support training and to purchase library materials.

General Fund - Police Department

Grants & Donations	+\$2,200
Equipment	+\$2,200

to record funds received from the Heaney Family Fund within the Community Foundation to purchase bicycle helmets to be distributed during National Police Week.

This Presentation was received and filed

[15-390](#)

The following 2014 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Park & Recreation Department

Charges for Services	+\$8,400
Facilities Maintenance Charges	+\$8,400

to record additional revenue and maintenance costs associated with the Scheig Center.

This Presentation was received and filed

[15-392](#)

Fire Department 2014 Budget Variance

Attachments: [Fire Dept Budget variance.pdf](#)

This Presentation was received and filed

[15-365](#)

Director's Reports:

Finance
Legal Services

This Presentation was received and filed

7. Adjournment

Aldersperson Konezke moved, seconded by Aldersperson Lobner, that the meeting adjourn be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Aldersperson Plank, Aldersperson Coenen, Aldersperson Konezke and Aldersperson Lobner

Absent: 1 - Aldersperson Stueck