



City of Appleton

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

Meeting Minutes Finance Committee

Tuesday, June 21, 2016

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner,
Alderperson Martin and Alderperson Siebers

3. Approval of minutes from previous meeting

[16-1012](#) June 7, 2016 Finance Committee minutes

Attachments: [MeetingMinutes07-Jun-2016-11-33-33.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner,
Alderperson Martin and Alderperson Siebers

4. **Public Hearings/Apearances**

[16-1013](#) Melissa Kempen, CPA and Jodi Dobson, CPA from Baker Tilly Virchow Krause, LLP presentation of 2015 Comprehensive Annual Financial Report

Attachments: [FS Highlight - final for 2015.pdf](#)

5. **Action Items**

[16-1015](#) Request to award Unit H-15 Spartan Drive and Haymeadow Avenue Sewer and Force Main Construction to Kruczek Construction Inc. in the amount of \$427,427 with a 4.7% contingency of \$20,000 for a project total not to exceed \$447,427.

Attachments: [Unit H-15.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers

[16-1016](#)

Request to reject bid received for Unit Y-16 Arbutus Park Storm Lift Station Rehabilitation and rebid in Fall, 2016.

Attachments: [Unit Y-16.pdf](#)

Alderperson Dannecker 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 Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers

[16-1017](#)

Request to approve Finance Committee Report 4-P-16 for Sidewalk Construction.

Attachments: [Report 4-P-16.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers

[16-1022](#)

Request to approve the following 2016 Budget adjustment:

TIF #6

Land Purchase	+\$152,749
Fund Balance (advance from General Fund)	- \$152,749

to provide funding for the repurchase of Lot 13 in the Southpoint Commerce Park.

Attachments: [Commercial Horizons LOI 6-7-16.pdf](#)
[SubjectParcel06162016.pdf](#)

contingent on approval from CEDC Plank, seconded by Dannecker passes 4-1 (Lobner)

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

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers

[16-1025](#)

CEA Review Committee Report for June 7, 2016.

Attachments: [CEA MeetingMinutes7-Jun-2016-07-51-57.pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

6. Information Items

[16-1014](#)

Director's Reports:

Finance
Legal Services

This Presentation was received and filed

[16-1018](#)

The following 2016 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Reimbursements - Friends of the Library	+\$12,456
Other Contracts/Obligations - Childrens Services	+\$12,456

to record funds received from the Friends of the Appleton Public Library for Reach Out and Read Fox Cities

General Fund - Parks & Recreation

Part-time Salaries	- \$5,066
Fringe Benefits	- \$395
Temporary Help	+\$5,561

to transfer funds originally budgeted for part-time wages to fund temporary customer service help during the summer

This Presentation was received and filed

7. Adjournment

Alderson Siebers moved, seconded by Alderson Dannecker, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers