



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, July 23, 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

[18-1105](#)

July 9, 2018 Finance Committee meeting minutes

**Attachments:** [MeetingMinutes09-Jul-2018-06-57-01.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

5. Action Items

[18-1106](#)

Request from Raymond Dietzen for reconsideration of special assessments for concrete paving of Lake Park Road for parcel 31-9-4180-00

**Attachments:** [Dietzen 319418000.pdf](#)

**Alderperson Baranowski moved, seconded by Alderperson Croatt, that the Report Action Item be recommended for denial. Roll Call. Motion carried by the following vote:**

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

[18-1107](#)

Request to utilize \$79,764 from the Parks Open Space Special Revenue Fund for the demolition of the homes at 1424 and 1434 Northland Avenue and approve the following 2018 Budget adjustment:

**Park Open Space Fund**

Contractor Fees	+\$79,764
Fund Balance	- \$79,764

to provide funding for the cost of demolishing homes on Northland Avenue

**Attachments:** [2018 Parks Open Space Fund Req for Home Demo.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:** 5 - Alderson Plank, Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Baranowski

[18-1108](#)

Request to award the Lower Telulah Park Site Redevelopment project contract to H & H Civil Construction in the amount of \$628,341 with a contingency of \$21,662 for a project not to exceed \$650,003

**Attachments:** [2018 Lower Telulah Site Redevelopment Finance Memo .pdf](#)

**Alderson Croatt 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

[18-1109](#)

Request to award the Wastewater 2018 Electrical Distribution Upgrades Phase 1 project contract to Miron Construction, Co Inc in the amount of \$1,037,026 with a contingency of 10% for a project total not to exceed \$1,140,728

**Attachments:** [2018 Wastewater Electrical Distribution Phase 1 Upgrades.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:** 5 - Alderson Plank, Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Baranowski

[18-1110](#)

Request to award the 2018 Red Parking Ramp Elevator Modernization Phase 1 project contract to Otis Elevator Co in the amount of \$242,695 with a contingency of 7% for a project total not to exceed \$259,684

**Attachments:** [Award Memo - 2018 Red Parking Ramp Elevator Modernization.pdf](#)

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

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

[18-1111](#)

Request to award the Municipal Services Building 2018 Locker Room Remodeling project contract to Miron Construction Co. Inc in the amount of \$314,713 with a contingency of \$12,702 for a project total not to exceed \$327,415

**Attachments:** [2018 MSB Locker Room Remodel\\_.pdf](#)

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

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

[18-1112](#)

CEA Review Committee Reports from June 5, 2018 and July 9, 2018

**Attachments:** [CEA Review Minutes05-Jun-2018-07-29-56.pdf](#)  
[CEA Review Minutes09-Jul-2018-07-28-42.pdf](#)

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

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

[18-1022](#)

Request to approve contract for Granicus services for next three years

**Attachments:** [2018 Granicus Contract Renewal 3yr.pdf](#)  
[WI Appleton Renewal Q-23670 2018JULY23.pdf](#)

*Second meeting in Aug*

**Aldersperson Lobner moved, seconded by Aldersperson Siebers, that the Report Action Item be held until the August 20, 2018 Finance Committee meeting. Roll Call. Motion carried by the following vote:**

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

[18-1138](#)

Request to deny Rookies Sports Bar and Grill offer to purchase of .39 acre of City owned property located just North of Rookies, parcel 31-2-0489-00.

**Attachments:** [Rookies Offer to Purchase Memo With Supporting Docs.pdf](#)  
[Amended Offer to Purchase.pdf](#)

**Alderson Lobner moved, seconded by Alderson Siebers, that the Report Action Item be recommended for approval (approve the denial). Roll Call. Motion carried by the following vote:**

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

[18-1139](#)

RIVERSIDE CEMETERY ASSOCIATION submitting a request for payment for maintenance of Veteran's graves.

**Attachments:** [Riverside Cemetery Veteran Grave Care Reimbursement - 2017-2018.pdf](#)

**Alderson Baranowski moved, seconded by Alderson Siebers, 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

[18-1141](#)

Request to accept a \$15,000 grant from Octoberfest for a public safety unmanned aerial vehicle (UAV) and approval of the following 2018 Budget adjustment:

**General Fund - Mayor's Office**

Equipment	+\$15,000
Grant Proceeds	+\$15,000

to accept grant from Octoberfest Committee to purchase a drone

**Attachments:** [Council Memo for Octoberfest Grant.pdf](#)

**Alderson Croatt moved, seconded by Alderson Siebers, 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

[18-1140](#)

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 Blue Ramp and pursuant to §19.85(1)(e) for the investment of public funds concerning Fox Cities Exhibition Center invoices and reconvene into open session.

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

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

**Aldersperson Baranowski moved, seconded by Aldersperson Croatt, to rise and report, returning into open session. Upon vote, motion carried unanimously. Roll Call. Motion carried by the following vote:**

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

## 6. Information Items

[18-1113](#)

Change Order #1 from Van Ert Electric Company, Inc in the amount of \$888 for the #3 and #6 VFD High Service Pump project resulting in the construction contract being increased from \$6,225 to \$7,113

**Attachments:** [Change Order 1 #3 and #6 HSP Pump Project 07-10-18.pdf](#)

**This Presentation was received and filed**

[18-1114](#)

2018 Finance Mid-Year Report

**Attachments:** [Finance 2018 Mid-Year Report.pdf](#)

**This Presentation was received and filed**

[18-1115](#)

2018 Legal Services Mid-Year Report

**Attachments:** [Legal Services 2018 Mid-Year Report.pdf](#)

**This Presentation was received and filed**

[18-1116](#) 2018 Parks, Recreation and Facilities Management Mid-Year Report

**Attachments:** [PRFM 2018 Mid Year Report.pdf](#)

**This Presentation was received and filed**

[18-1117](#) 2018 Risk Management Mid-Year Report

**Attachments:** [Risk Management 2018 Mid-Year Report.pdf](#)

**This Presentation was received and filed**

[18-1142](#) 2018 Mayor Mid-Year Report

**Attachments:** [Mayor 2018 Mid-Year Report.pdf](#)

**This Presentation was received and filed**

## 7. Adjournment

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

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