



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, October 9, 2017

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:** 4 - Alderperson Plank, Alderperson Siebers, Alderperson Croatt and  
Alderperson Baranowski

**Excused:** 1 - Alderperson Lobner

3. Approval of minutes from previous meeting

[17-1520](#)

Finance Committee minutes from September 25, 2017 meeting

**Attachments:** [MeetingMinutes25-Sep-2017-03-58-11.pdf](#)

**Alderperson Baranowski moved, seconded by Alderperson Siebers, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Alderperson Plank, Alderperson Siebers, Alderperson Croatt and  
Alderperson Baranowski

**Excused:** 1 - Alderperson Lobner

4. Public Hearings/Appearances

5. Action Items

[17-1521](#)

Request to approve authorization request to sell water plant membrane cartridges and decommissioned ultrafiltration equipment through a consignment agreement(s) (item also appears as an informational item on the Utilities Committee agenda).

**Attachments:** [Membrane Consignment Request 08-04-17.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:** 4 - Alderperson Plank, Alderperson Siebers, Alderperson Croatt and  
Alderperson Baranowski

**Excused:** 1 - Alderperson Lobner

[17-1522](#)

Request to reject bid from Miron Construction, Inc for \$1,847,815 for the Jones Park Renovation Phase I project.

**Attachments:** [2017 Jones Park Renovation Phase I \(Reject Bids\).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:** 4 - Alderperson Plank, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

**Excused:** 1 - Alderperson Lobner

## 6. Information Items

[17-1523](#)

Contract 55-16 was awarded to Great Lakes TV & Seal, Inc for \$152,950 for Sewer Spot Repairs, Protruding Tap & Mineral Deposit Removal. Payments issued to date total \$122,710.04. Request final payment of \$23,806.60.

**This Presentation was received and filed**

[17-1541](#)

**Director's Report**

Legal Services  
- Trestle Update

Parks, Recreation & Facilities Management

- Project Updates
- 2018 Administration & Facilities Proposed Budget
- 2018 Facilities Proposed CIP Budget

**Attachments:** [2018 Facilities Management Budget.pdf](#)  
[2018 Facilities & Ex Ctr Capital Projects Funds.pdf](#)  
[Facilities 2018 CIP project pages.pdf](#)  
[Parks 2018 CIP project pages.pdf](#)

**This Presentation was received and filed**

[17-1542](#)

2018 Risk Management Budget

**Attachments:** [2018 Risk Management.pdf](#)

**This Presentation was received and filed**

[17-1549](#)

Contract 48-16 was awarded to MCC, Inc for the 2016 Highview Park Tennis and Basketball Courts in the amount of \$131,351 with a contingency of \$13,135. One credit was issued in the amount of \$21,118 and one change order in the amount of \$14,725. Payments issued to date total \$112,462.38. Request to issue the final contract payment of \$12,495.81.

**Attachments:** [Highview Park Finance Memo Final Pymt.pdf](#)

**This Presentation was received and filed**

[17-1543](#)

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

**Health Grant Funds**

MCH Grant Training	+\$ 1,635
MCH Grant Supplies	+\$ 2,448
MCH Grant Revenue	+\$ 4,083
Prevention Grant Training	+\$ 7,902
Prevention Grant Revenue	+\$ 7,902
Lead Grant Salaries & Fringes	+\$ 127
Lead Grant Revenue	+\$ 127
Immunization Grant Printing	+\$ 5,323
Immunization Grant Interpreter Services	+\$ 44
Immunization Grant Revenue	+\$ 5,367
Bioterrorism Grant Training	+\$ 9,135
Bioterrorism Grant Supplies	+\$ 3,681
Bioterrorism Grant Revenue	+\$12,816

to adjust various health grants budgets to actual awards from the State

**General Fund - Police Department**

Donations	+\$ 1,000
Equipment	+\$ 1,000

to record donation received from the Walmart to support the Neighborhood Watch Program

**General Fund - Library**

Reimbursements - Friends of the Library	+\$17,000
Supplies - Administration	+\$1,700
Purchased Services - Administration	+\$1,400
Supplies - Childrens Services	+\$3,000
Memberships - Childrens Services	+\$ 300
Purchased Services - Childrens Services	+\$2,800
Supplies - Community Partnerships	+\$3,000
Purchased Services - Community Partnerships	+\$2,800
Supplies - Network Services	+\$1,500
Purchased Services - Network Services	+\$500

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

**General Fund - Park & Recreation**

Building Improvements - Scheig Center	+\$5,000
Donations	+\$5,000

to record donation from Walter Wieckert and the Illinois Tool Works Foundation for improvements to ADA entrance at the Scheig Center

Equipment - Kiwanis Park	+ \$2,000
Donations	+ \$2,000

to record donation from the Kiwanis Golden K Club for equipment at Kiwanis Park

Equipment - Lions Park	+ \$770
Donations	+ \$770

to record donation from the Noon Lions Club for an ADA grilling station at Lions Park

Equipment - Kiwanis Park	+ \$2,200
Donations	+ \$2,200

to record donation from the Kiwanis Club and the Community Foundation for a park bench at Kiwanis Park

**This Presentation was received and filed**

[17-1550](#)

The Finance Committee will meet in Closed Session pursuant to the exemption contained in Section 19.85(1)(e) for the purpose of deliberating or negotiating of real estate negotiations concerning the City Center (Blue) Ramp and the reconvene in open session to conduct such other business as may be pending.

*closed session was not held*

## 7. Adjournment

**A motion was made by Alderperson Baranowski, seconded by Alderperson Plank, that this meeting be adjourned. The motion carried by the following vote:**

**Aye:** 4 - Alderperson Plank, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

**Excused:** 1 - Alderperson Lobner