



City of Appleton

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

Meeting Agenda Finance Committee

Tuesday, October 13, 2015

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[15-1570](#) September 22, 2015 and October 7, 2015 Finance Committee Minutes

Attachments: [MeetingMinutes22-Sep-2015-08-37-09.pdf](#)

[MeetingMinutes07-Oct-2015-04-10-24.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[15-1534](#) Adopt the 2016 City of Appleton Policy for Special Assessments

Attachments: [Finance - Assessment Policy - 2016 Draft.pdf](#)

Legislative History

9/22/15 Finance Committee recommended for approval
Motion to hold by Alderperson Lobner fails for lack of a second

10/7/15 Common Council referred to the Finance Committee

[15-1574](#) CEA Review Committee Report from August 20, 2015.

Attachments: [MeetingMinutes20-Aug-2015-08-56-32.pdf](#)

[15-1575](#) Request to enter into Intergovernmental Agreement with Appleton Area School District to borrow short term cash in an amount not to exceed \$20 million from time to time as needed. The note shall be dated as of date of issuance, shall bear interest at the rate of 2% above the average Federal Funds rate from its dated date until paid; and shall mature no later than June 30, 2016. Interest on the note shall be paid at maturity or redemption.

Attachments: [AASD 2015-2016 Bond Counsel Letter.pdf](#)

[2015-2016 School district Resolution Exhibit A-1.pdf](#)

[15-1652](#) Request to approve the following 2015 Budget adjustment:

General Fund - Mayor's Office

Other Contracts/Obligations - Parade Committee	+\$12,000
Fund Balance	- \$12,000

to record City 2014 payment to the Appleton Parade Committee. The annual payment was budgeted in 2014, but inadvertently omitted, so two payment will be made in 2015 (2/3 vote required).

Risk Management Fund

Workers Compensation Expense	+\$250,000
Fund Balance	- \$250,000

to record additional costs incurred in workers compensation claims (2/3 vote required).

Attachments: [Workers Compensation.pdf](#)

6. Information Items

[15-1571](#) Change Order #4 for the Bar Screen Replacement Project to increase, for screen modifications, in the amount of \$1,250 resulting in a decrease to contingency from \$94,663 to \$93,413. Contract price increased from \$745,897 to \$747,147.

[15-1572](#) Contract 23-14 was awarded to Pieper Electric, Inc. for \$173,800 with a contingency of \$26,070 for PAC Fire Suppression. Change orders were approved totaling \$4,914. Final contract amount is \$178,714 with a contingency of \$26,070. Payments issued to date total \$169,778.30. Request final payment of \$8,935.70.

[15-1646](#) Contract 12-15 was awarded to Fischer Ulman Construction, Inc. for \$203,000 for Sidewalk Construction. Payments issued to date total \$170,329.43. Request final payment of \$29,061.96.

[15-1614](#) Information Technology 2016 Budget

Attachments: [2016 Information Technology.pdf](#)
[2016 IT Cap Proj Fund.pdf](#)
[Projects_section.pdf](#)

[15-1647](#) Finance Department 2016 Budget

Attachments: [Finance 2016 Budget.pdf](#)

[15-1648](#) Risk Management 2016 Budget

Attachments: [Risk Management 2016 Budget.pdf](#)

[15-1649](#) Legal Services 2016 Budget

Attachments: [Legal Services 2016 Budget.pdf](#)

[15-1653](#) The following 2015 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Park & Recreation Department

Donations	+\$2,959
Equipment	+\$2,959

to record funds received for two benches at Pioneer Park

General Fund - Police Department

Donations	+\$11,900
Equipment	+\$11,900

to record donation received from the Kwik Trip donation committee to purchase a utility task vehicle (UTV).

Attachments: [Polaris UTV Report.pdf](#)

[15-1661](#) Change Order #8 to the Regulatory Upgrade and Process Improvement Project in the amount of \$8,372 resulting in decrease of the project contingency balance of \$641,875 to \$633,503. No change to overall contract amount. (This item also appears as an information item on the Utilities Committee Agenda).

Attachments: [Change Order #8.pdf](#)

7. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.

For questions on agenda, please contact Tony Saucerman at (920) 832-6440.