



City of Appleton

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

Meeting Minutes Finance Committee

Monday, December 11, 2017

5:30 PM

Council Chambers, 6th Floor

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

[17-1961](#)

Finance Committee minutes of November 6, 2017 and December 6, 2017

Attachments: [MeetingMinutes06-Nov-2017-10-48-04.pdf](#)
[MeetingMinutes06-Dec-2017-11-02-17.pdf](#)

Alderperson Baranowski moved, seconded by Alderperson Siebers, 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

[17-1962](#)

Request to write off \$18,943.22 of accounts receivable invoices and \$11,965.77 of personal property taxes (outstanding over one year).

Attachments: [Written off accounts list.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: 5 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

[17-1963](#)

Request to award Unit Y-17 Ballard Road Storm Sewer Tunnel to Super Excavators, Inc in the amount of \$1,284,002 with a 10% contingency of \$128,400 for a project total not to exceed \$1,412,402.

Attachments: [Award of Contract Unit Y-17.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

[17-1964](#)

Request to approve Change Order No. 1 to contract 02-17 for Unit I-17 C.T.H. "JJ" / Lightning Drive Sewer and Water for adjustments to final installed quantities, primarily stone backfill material, in the amount of \$20,797 resulting in a decrease to contingency from \$22,413 to \$1,616. No change to overall contract amount.

Attachments: [Unit I-17 Change Order #1.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

[17-1983](#)

Request to approve the following 2017 Budget adjustment:

City Hall Capital Projects Fund

Election Equipment	+\$82,398
Fund Balance	- \$82,398

to approve the purchase of voting equipment from Outagamie County in 2017

Attachments: [Voting Equip 12-8-17.pdf](#)

Alderson Lobner 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

[17-1984](#)

Request to approve the following 2018 Budget adjustment:

City Hall Capital Projects Fund

Fund Balance	+\$110,000
Election Equipment	- \$110,000

to remove spending authority for voting equipment from the 2018 Budget

Aldersperson Baranowski moved, seconded by Aldersperson Lobner, 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

6. Information Items

[17-1965](#)

Change Order No. 2 to contract 03-17 for Unit H-17 Northland Pond Construction for additional storm sewer, water main and stone base quantities in the amount of \$32,619 resulting in a decrease to contingency from \$130,000 to \$97,381. No change to overall contract amount.

Attachments: [Unit H-17 Change Order #2.pdf](#)

This Presentation was received and filed

[17-1966](#)

Change Order No. 5 to contract 09-17 for Unit U-17 Sewer & Water Reconstruction No. 2 (South Oneida Street) for additional labor, equipment and materials due to modifications to 42" Water Main and Storm Sewer designs based on actual field conditions encountered during construction in the amount of \$49,930 resulting in a decrease to contingency from \$68,347 to \$18,417. No change to overall contract amount.

Attachments: [Unit U-17 Change Order #5.pdf](#)

This Presentation was received and filed

[17-1967](#)

Contract 39-17 was awarded to Fischer-Ulman Construction, Inc for \$505,406 with a contingency of \$25,270 for Misc Concrete & Street Excavation Repair. Change orders were approved totaling \$55,000. Final contract amount of \$560,406 with a contingency of \$25,270. Payments issued to date total \$354,333. Request final payment of \$117,413.70.

This Presentation was received and filed

[17-1968](#)

Contract 40-17 was awarded to Vanco Construction, Inc for \$200,000 for Mini Storm Sewer Construction. Payments issued to date total \$117,898. Request final payment of \$82,035.85

This Presentation was received and filed

[17-1969](#)

Contract 10-17 was awarded to Van Straten Construction for \$1,868,324 with a contingency of \$93,416 for Sewer/Water Reconstruction #1. Payments issued to date total \$1,730,036. Request final payment of \$58,420.33.

This Presentation was received and filed

[17-1970](#)

Contract 57-17 was awarded to Ram Construction Services of MI, Inc for the 2017 Police Department Parking Deck Re-Surfacing Project in the amount of \$143,750 with a contingency of 10%. One change order credit was issued in the amount of \$400. Payments issued to date total \$136,182.50. Request to issue the final contract payment of \$7,167.50.

Attachments: [2017 PD Parking Deck Surfacing Final Payment.pdf](#)

This Presentation was received and filed

[17-1971](#)

Contract 65-17 was awarded to Northeast Asphalt, Inc for the 2017 CE Trail Repairs Project in the amount of \$49,480 with a contingency of 10%. No change orders were issued and no payments have been made yet. Request to issue the final contract payment of \$49,480.

Attachments: [2017 CE Trail Hardscapes Repairs Final Payment_.pdf](#)

This Presentation was received and filed

[17-1972](#)

Contract 33-17 was awarded to Radtke Contractors, Inc for the 2017 Alicia Park Hillside Stabilization Project in the amount of \$39,000 with a contingency of \$8,000. One change order was issued in the amount of \$4,229. Payments issued to date total \$41,067. Request to issue the final contract payment of \$2,161.44.

Attachments: [2017 Alica Park Stabilization Final Payment.pdf](#)

This Presentation was received and filed

[17-1973](#)

Contract 8-16 was awarded to Alta Planning and Design for the 2016 Trails Master Plan in the amount of \$112,968 with no contingency. Payments issued to date total \$102,381. Request to issue the final contract payment of \$10,574.26

Attachments: [Trails Master Plan Finance Memo Final Pymt.pdf](#)

This Presentation was received and filed

7. Adjournment

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

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