



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Minutes Finance Committee

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Wednesday, June 25, 2014

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

Meeting was called to order at 4:30 pm.

2. Roll call of membership

**Present:** 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen,  
Alderperson Konezke and Alderperson Lobner

3. Approval of minutes from previous meeting

**14-1123** June 11, 2014 Finance Committee minutes.

**Attachments:** [MeetingMinutes11-Jun-2014-01-28-42.pdf](#)

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

**Aye:** 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen,  
Alderperson Konezke and Alderperson Lobner

4. Public Hearings/Appearances

**14-1128** Carla Gogin, CPA and Jodi Dobson, CPA from Baker Tilly Virchow Krause, LLP presentation of 2013 Comprehensive Annual Financial Report.

**Attachments:** [2013 Financial Report.pdf](#)

This Appearance was presented.

5. Action Items

**14-1122** Request approval of anticipated Award of Unit E-14 Miscellaneous Concrete & Street Excavation Repair / Fire Station No. 2 Parking Lot Repairs.

**Attachments:** [Award of Contract E-14.pdf](#)

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

**Aye:** 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen, Alderperson Konezke and Alderperson Lobner

**14-1124** Request to Donate Obsolete Personal Protective Equipment to Fox Valley Technical College Fire Protection Program.

**Attachments:** [PPE Donation to FVTC.doc](#)  
[AFD Gear Donation Letter.docx](#)

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

**Aye:** 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen, Alderperson Konezke and Alderperson Lobner

**14-1125** Request to approve lease for postage machine located in the Clerk's Office.

**Attachments:** [New Mail-Copy Machine.pdf](#)  
[Mailing Machine Lease Analysis 2014.pdf](#)

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

**Aye:** 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen, Alderperson Konezke and Alderperson Lobner

**14-1127** Request to approve the New Subdivision Development portion of the Special Assessment Policy for 2015.

**Attachments:** [New Subdivision SA Policy.pdf](#)  
[Valley Home Builders.pdf](#)  
[Amended Subdivision SA Policy.pdf](#)

**Alderperson Konezke moved, seconded by Alderperson Coenen, that the Report Action Item be recommended for approval.**

*Alderson Stueck moved, seconded by Alderson Konetzke to amend p18 as shown on attached "Amended Subdivision SA Policy". 4-0 approved.*  
*Alderson Plank moved, seconded by Alderson Lobner to have park fees funded by the Developer 4-0 approved. (Amend to Amend.)*  
*Alderson Stueck moved to allow 10 equal annual payments if assessment is greater than \$5,000. Failed for lack of second.*  
*Alderson Patti Coenen left at 6:00pm.*

**Roll Call vote on Report Action item as amended. Motion carried by the following vote:**

**Aye: 3 - Alderson Plank, Alderson Stueck and Alderson Lobner**

**Nay: 1 - Alderson Konetzke**

**Excused: 1 - Alderson Coenen**

**6. Information Items**

**14-1129**

The following 2014 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library	
Miscellaneous Reimbursements	+\$5,000
Library Materials	+\$5,000

to record fees received from patrons for the replacement of lost items.

Miscellaneous Reimbursement	+\$8,745
Part-time Wages	+\$6,422
Supplies	+\$2,323

to record additional support from OWLS for library programs.

**This Presentation was received and filed**

**7. Adjournment**

**This matter was**

**Aye:** 4 - Alderson Plank, Alderson Stueck, Alderson Konetzke and Alderson Lobner

**Excused:** 1 - Alderson Coenen