



# City of Appleton

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

## Meeting Minutes Finance Committee

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Tuesday, July 26, 2016

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

**Meeting called to order at 4:30pm.**

2. Roll call of membership

**Present:** 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner,  
Alderperson Martin and Alderperson Siebers

3. Approval of minutes from previous meeting

[16-1198](#)

July 12, 2016 Finance Committee minutes

**Attachments:** [MeetingMinutes12-Jul-2016-01-05-25.pdf](#)

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

**Aye:** 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner,  
Alderperson Martin and Alderperson Siebers

4. **Public Hearings/Appearences**

5. **Action Items**

[16-1202](#)

Request to approve the Sixth Amendment to Riverheath Development Agreement pertaining to public watermain for the Development.

**Attachments:** [Sixth Amendment to Dev Agrm - City - 07-14-16.pdf](#)

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

**Aye:** 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner,  
Alderperson Martin and Alderperson Siebers

[16-1203](#)

Request approval of the following 2016 Budget Adjustment:

**Facilities Maintenance**

Building Repairs and Maintenance	+\$50,000
Regular Salaries	- \$50,000

to re-allocate vacant salary dollars to building repairs and maintenance to fund the cost of necessary repairs.

**Attachments:**     [2016 Maintenance Technician Salary Reallocation.pdf](#)

**Alderson Dannecker 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 Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1205](#)

Request to adopt the 2017 City of Appleton Policy for Special Assessments.

**Attachments:**     [2017 Policy For Special Assessments.pdf](#)

**Alderson Dannecker moved, seconded by Alderson Plank, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1207](#)

Request to approve the following 2016 Budget adjustment:

**Valley Transit**

Building and Equipment	+\$110,305
Federal Grants	+\$88,244
Fund Balance	+\$22,061

to record Federal Transit Administration (FTA) capital grant to fund the replacement of the Transit Center roof and maintenance shop infrared heaters

Vehicles	+\$645,905
Federal Grants	+\$516,724
Fund Balance	+\$129,181

to record Federal Transit Administration (FTA) capital grant to fund a bus replacement

**Attachments:**    [Transit Center Roof Memo 2016.pdf](#)  
                                   [Valley Transit Bus Memo 2016.pdf](#)

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

**Aye:** 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1209](#)

Request to award contract to Miron Construction for Erb Park and Pool renovation project for a contract of \$8,757,842 with a contingency of 7% for a total contract not to exceed \$9,370,890.

**Attachments:**    [2016 Erb Pool Construction Bid.pdf](#)

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

**Aye:** 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

## 6. Information Items

[16-1199](#)

Finance Department 2016 Mid-year Report

**Attachments:**    [2016 Finance mid-year report.pdf](#)

**This Presentation was received and filed**

[16-1200](#)

Risk Management 2016 Mid-Year Report

***Attachments:*** [Risk Management 2016 Mid-Year Report.pdf](#)

**This Presentation was received and filed**

[16-1201](#)

Legal Services 2016 Mid-Year Report

***Attachments:*** [Legal Services 2016 Mid-Year Review \(002\).pdf](#)

[Legal Services Mid year Attachment.pdf](#)

**This Presentation was received and filed**

[16-1206](#)

The following 2016 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

**Reid Golf Course Fund**

Grants and Donations	+\$707
Equipment	+\$707

to record funds received from the Muoio/Riddell family for a memorial bench at Reid Golf Course

**General Fund - Police Department**

Grants and Donations	+\$2,200
Equipment	+\$2,200

to record funds received from the Community Foundation to support the purchase of children's bike helmets

**Bioterrorism Grant**

State Aids	+\$9,410
Training and Conferences	+\$9,410

**Prevention Grant**

State Aids	+\$7,356
Training and Conferences	+\$7,356

**MCH Grant**

State Aids	+\$1,785
Interpreter Services	+\$1,785

**CDC Lead Grant**

State Aids	+\$94
Salaries	+\$81
Fringe Benefits	+\$13

**Vaccine Improvement Grant**

State Aids	+\$79
Interpreter Services	+\$79

to reconcile the 2016 grant fund budgets to the actual awards received.

**This Presentation was received and filed**

[16-1204](#)

Contract 34-16 was awarded to August Winter & Sons for \$46,500 with a contingency of \$3,500 for Generator Emissions Control. Change orders were approved totaling \$3,444. Final contract amount is \$49,944 with a contingency of \$56. Payments issued to date total \$48,695.40. Request final payment of \$1,248.60.

**This Presentation was received and filed**

7. Adjournment

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

**Aye:** 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers