



City of Appleton

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

Meeting Agenda Finance Committee

Tuesday, September 22, 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

[15-1453](#) August 25, 2015 and September 16, 2015 Finance Committee minutes

Attachments: [MeetingMinutes25-Aug-2015-12-37-47.pdf](#)

[Finance Minutes 9-16-15.pdf](#)

4. **Public Hearings/Appearances**

5. **Action Items**

[15-1138](#) Request approval of ordinance permitting absent Alderpersons to appear by phone.

Attachments: [Sec 2-29 Alderperson Appearances \(amended\) .pdf](#)

Legislative History

| | | |
|---------|-------------------|---|
| 7/7/15 | Finance Committee | held |
| 8/11/15 | Finance Committee | recommended for approval <i>Motion to amend by Alderperson Lobner to use "electronically" in place of "by telephone" throughout the amendment; second by Alderperson Konetzke.</i> |
| 8/19/15 | Common Council | referred to the Finance Committee |
| 8/25/15 | Finance Committee | held |

[15-1482](#) Request to award contract for Fire Station #4 Air Handler Replacement to EGI Mechanical, Inc in the amount of \$30,297 with a contingency of \$1,500 for a contract total not to exceed \$31,797.

Attachments: [2015 Fire Station #4 Air Handler Unit Recommendation.pdf](#)

[15-1484](#) Request to award contract for Municipal Services Salt Shed Door Replacement to Silvercrest Construction Group, Inc in the amount of \$42,990 with a contingency of \$500 for a contract total not to exceed \$43,490.

Attachments: [2015 Municipal Services Salt Shed Door Recommendation.pdf](#)

[15-1486](#) Request to award contract for Municipal Services Building Condensing Boiler Addition to EGI Mechanical, Inc in the amount of \$54,267 with a contingency of \$2,000 for a contract total not to exceed \$56,267, and

Request to approve the follow 2015 Budget Adjustment:

General Fund - Facilities

| | |
|--|------------|
| Fire Station AHU #4 Project | - \$10,000 |
| MSB Condensing Boiler Addition Project | +\$10,000 |

to reallocate positive fund balance.

Attachments: [2015 Municipal Services Building Boiler Recommendation.pdf](#)

[15-1535](#) Anticipated Award of contract for Miscellaneous Maintenance in the Blue, Yellow and Green Parking Ramps (Bids to be opened on Friday September 18, 2015).

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

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

[15-1548](#) Request approval to amend City ordinance regarding the collection of real estate taxes as a condition of the issuance of a business license.

Attachments: [Finance - Delinquent Tax Ord Amendments.pdf](#)

[15-1533](#) The Finance Committee will go into closed session according to State Statute §19.85(1)(e) for the purpose of discussions of real estate negotiations regarding the railroad and reconvene into open session.

6. Information Items

[15-1523](#)

The following 2015 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy

General Fund - Parks & Recreation Dept

| | |
|-----------|---------|
| Donations | \$2,000 |
| Supplies | \$2,000 |

To record donation from Community First Fox Cities Marathon to purchase supplies for Kids Fun Runs

General Fund - Police Department

| | |
|-----------|---------|
| Donations | \$1,000 |
| Supplies | \$1,000 |

To record donation from Walmart to support the Neighborhood Watch Program

General Fund - Fire Department

| | |
|-----------|-------|
| Donations | \$635 |
| Supplies | \$635 |

To record donation from Fox Valley Regional Trauma Council to purchase equipment to be used by the Rescue Task Force in response to active shooter incidents

Reid Golf Course Fund

| | |
|----------------|-------|
| Donations | \$705 |
| Misc Equipment | \$705 |

To record donation from the Thomas Bevers family for a memorial bench to be placed at Reid Golf Course

[15-1524](#)

Changes to the Procurement and Contract Management Policy

Attachments: [Purchasing Policy Memo 2015.pdf](#)

[Purchasing Policy Strike-bold 2015.pdf](#)

[Purchasing Policy Survey 2015.pdf](#)

[15-1483](#)

Contract 14-15 was awarded to Woodruff Roofing, "Library Roof Replacement" for the Appleton Public Library in the amount of \$134,940 with a contingency of \$13,500. No change orders were issued. Payments issued to date total \$124,393. Request to issue the final contract payment of \$10,547.

Attachments: [2015 Library Roof Replacement Final Pymt.pdf](#)

[15-1485](#)

Contract 19-15 was awarded to Northeast Asphalt Inc, "Asphalt Roadway Replacements" for the Water Filtration Plant in the amount of \$49,270 with a contingency of \$9,854. Change orders approved totaled \$505.15. Final contact amount of \$49,775.15 with remaining contingency of \$9,349.85. Payments issued to date total \$0. Request to issue the final contract payment of \$49,775.15.

Attachments: [Finance Northeast Asphalt.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 regarding agenda, please contact Tony Saucerman at (920) 832-6440.