



City of Appleton

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

Meeting Minutes Finance Committee

Monday, March 9, 2020

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:32pm

2. Roll call of membership

Present: 5 - Alderperson Lobner, Alderperson Siebers, Alderperson Croatt, Alderperson Martin and Alderperson Meltzer

3. Approval of minutes from previous meeting

[20-0346](#)

February 24, 2020 Finance Committee meeting minutes

Attachments: [MeetingMinutes24-Feb-2020-03-24-37.pdf](#)

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

Aye: 5 - Alderperson Lobner, Alderperson Siebers, Alderperson Croatt, Alderperson Martin and Alderperson Meltzer

4. Public Hearings/Appearances

5. Action Items

[20-0374](#)

Resolution #4-R-20 Hmong Deportation

Attachments: [#4-R-20 Hmong Deportation .pdf](#)

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

Aye: 5 - Alderperson Lobner, Alderperson Siebers, Alderperson Croatt, Alderperson Martin and Alderperson Meltzer

[20-0375](#)

Resolution #6-R-20 Purple Heart City

Attachments: [#6-R-20 Purple Heart City.pdf](#)

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

Aye: 5 - Alderson Lobner, Alderson Siebers, Alderson Croatt, Alderson Martin and Alderson Meltzer

[20-0348](#)

Request to approve the following 2020 Budget adjustment:

Police Grants Fund

Equipment	+\$22,903
Local Grants	+\$22,903

to record receipt of Octoberfest grant to purchase Automatic License Plate Recognition equipment

Attachments: [Finance Committee Plate Recognition Grant.pdf](#)

Alderson Martin was excused at 6:27pm

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

Aye: 4 - Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Meltzer

Excused: 1 - Alderson Martin

[20-0347](#)

CEA Review Committee Report

Attachments: [CEA MeetingMinutes04-Mar-2020-03-22-35.pdf](#)

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

Aye: 4 - Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Meltzer

Excused: 1 - Alderson Martin

[20-0349](#)

Request to approve Resolution #0202-02 Sales Tax Shared Revenue

Attachments: [#2020-02 County Sales Tax Resolution.pdf](#)
[Sales Tax Revenue Sharing Correspondence 2019.pdf](#)
[County Sales Tax Municipal FAQ.PDF](#)

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

Aye: 4 - Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Meltzer

Excused: 1 - Alderson Martin

[20-0350](#)

Request to award the City of Appleton 2020 Park Pavilion HVAC Upgrades contract to J.F. Ahern Co in the amount of \$68,900 with a contingency of \$1,100 for a project total not to exceed \$70,000

Attachments: [2020 Park Pavilion HVAC Upgrades.pdf](#)

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

Aye: 4 - Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Meltzer

Excused: 1 - Alderson Martin

[20-0351](#)

Request to award the City of Appleton 2020 Fire Station #5 HVAC Upgrades contract to Sure-Fire, Inc in the amount of \$37,525 with a contingency of \$5,000 for a project total not to exceed \$42,525

Attachments: [2020 Fire Station #5 HVAC Upgrades.pdf](#)

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

Aye: 4 - Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Meltzer

Excused: 1 - Alderson Martin

[20-0361](#)

Request to approve the 2019-2020 Budget carryover appropriations:

1. Items not under contract \$9,143,149
2. Items requesting Special Consideration \$323,353

Attachments: [2019-20 Not Under Contract Carryover List.pdf](#)
[2019-20 Special Consideration Carryover List.pdf](#)

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

Aye: 4 - Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Meltzer

Excused: 1 - Alderson Martin

[20-0371](#)

Request to approve the following 2020 Budget adjustment:

Stormwater Utility

Stormwater Utility Fund Balance	- \$10,000
Stormwater Capital Projects Fund	+\$10,000

to allocate in-lieu of funds set aside for stormwater management

Attachments: [Stormwater Budget Adj.pdf](#)

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

Aye: 4 - Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Meltzer

Excused: 1 - Alderson Martin

[20-0362](#)

Request to approve the following 2019 Budget adjustments:

Community Development Block Grant Fund

Grant Payments	+\$45,000
Federal Grants	+\$45,000

to record additional grant proceeds and related expenditures (2/3 vote of Council required)

Emergency Housing and Homeless Grant Fund

Grant Payments	+\$38,253
State Grants	+\$24,012
Fund Balance	- \$14,241

to record additional grant proceeds and related expenditures (2/3 vote of Council required)

Police Grants Fund

Federal Grants	+\$ 447
State Grants	+\$38,825
Salaries	+\$38,059
Supplies	+\$ 684
Equipment	+\$ 529

to record additional grant proceeds and related expenditures (2/3 vote of Council required)

TIF 8 Capital Projects Fund

Other Contracts/Obligations	+\$77,100
Fund Balance	- \$77,100

to provide funding for developer payments in excess of budget (2/3 vote of Council required)

Information Technology Capital Projects Fund

Transfer Out - Facilities Capital Projects Fund	+\$115,216
Fund Balance	+\$115,216

Facilities Capital Projects Fund

Transfer In - Information Technology Capital Projects Fund	+\$115,216
Fund Balance	+\$115,216

to transfer remaining proceeds from the 2017 G.O. Note borrowing from the IT Capital Projects fund to the Facilities Capital Projects Fund in order to meet spend down requirements (2/3 vote of Council required)

Attachments: [2019 Final Budget adjustments .pdf](#)

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

Aye: 4 - Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Meltzer

Excused: 1 - Alderson Martin

[20-0382](#)

Request to approve Finance Committee Report 1-P-20 for Sanitary Laterals, Storm Laterals and Storm Main

Attachments: [Report 1-P-20.pdf](#)

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

Aye: 4 - Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Meltzer

Excused: 1 - Alderson Martin

[20-0383](#)

Request to approve Finance Committee Report 2-P-20 for Concrete Pavement, Sidewalk Construction and Driveway Aprons

Attachments: [Report 2-P-20.pdf](#)

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

Aye: 4 - Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Meltzer

Excused: 1 - Alderson Martin

6. Information Items

[20-0368](#)

The following 2019 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

Housing Rehabilitation Fund

Salaries	+\$10,300
Federal Grants	+\$10,300

to record additional grant proceeds and related expenses

TIF 6 Capital Projects Fund

Other Contracts/Obligations	+\$14,770
Fund Balance	- \$14,770

to provide funding for developer payments in excess of budget

TIF 9 Capital Projects Fund

Other Contracts/Obligations	+\$160
Fund Balance	-\$160

to provide funding for developer payments in excess of budget

Prevention Grant Fund - Health

Consulting Services	+\$6,000
Health Grants and Aids	+\$6,000

to record additional grant proceeds received to support accreditation initiative

The budget adjustments were presented

[20-0365](#)

The following 2019-2020 Budget carryover appropriations were approved in accordance with policy:

1. Amounts under contract \$11,322,993

Attachments: [2019-20 Under Contract Carryover List.pdf](#)

This budget carryover was presented

7. Adjournment

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

Aye: 4 - Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt and Aldersperson Meltzer

Excused: 1 - Alderperson Martin