



City of Appleton

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

Meeting Minutes Finance Committee

Tuesday, March 7, 2017

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 4:30 pm.

2. Roll call of membership

Present: 3 - Alderperson Plank, Alderperson Dannecker and Alderperson Siebers

Excused: 2 - Alderperson Lobner and Alderperson Martin

3. Approval of minutes from previous meeting

[17-276](#)

February 7, 2017 and March 1, 2017 Finance Committee minutes

Attachments: [MeetingMinutes07-Feb-2017-01-36-44.pdf](#)

[MeetingMinutes01-Mar-2017-07-46-50.pdf](#)

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

Aye: 3 - Alderperson Plank, Alderperson Dannecker and Alderperson Siebers

Excused: 2 - Alderperson Lobner and Alderperson Martin

4. **Public Hearings/Apearances**

[17-278](#)

Scott Maves - Appleton Yacht Club Annual Report

Attachments: [AYC Minutes.pdf](#)

This Appearance was presented.

5. **Action Items**

[17-285](#)

Request to approve the 2016-2017 Budget appropriations:

1. Items not under contract \$4,231,320
2. Special consideration \$359,638

Attachments: [2016-17 carryover - not under contract.pdf](#)
 [2016-17 carryover - special consideration.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: 3 - Alderson Plank, Alderson Dannecker and Alderson Siebers

Excused: 2 - Alderson Lobner and Alderson Martin

[17-287](#)

Request to award Unit B-17 Asphalt Pavement Reconstruction to Vinton Construction Company in the amount of \$563,532.64 with a 5.32% contingency of \$30,000 for a project total not to exceed \$593,532.64.

Attachments: [Award of Contract Unit B-17.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: 3 - Alderson Plank, Alderson Dannecker and Alderson Siebers

Excused: 2 - Alderson Lobner and Alderson Martin

[17-310](#)

Request to approve the following 2016 Budget adjustments:

Home Rental Rehabilitation Grant Fund

Transfer Out	+\$35,305
Fund Balance	- \$35,305

Home Homeowner Grant Fund

Transfer In	+\$35,305
Grant Payments	+\$35,305

to record the merger of the Home Rental Rehabilitation Grant Fund into the Home Homeowner Grant Fund.

Police Grants Fund

State Grants	+\$30,730
Grant Payments	+\$30,730

to record additional seatbelt enforcement grant revenue and related expenditures.

Room Tax Fund

Room Taxes Received	+\$625,330
Room Tax Payments to FCCVB	+\$625,330

to record additional room taxes received in 2016 and related payment to the FCCVB (due to the increase in room tax from 6% to 10%).

Debt Service Fund

Debt Service Payments	+\$123,902
Fund Balance	- \$123,902
Debt Issuance Costs	+\$139,170
Debt Premium	+\$139,170

to record debt service costs funded by current and prior year premiums received on debt issuance.

Universal Playground Fund

Playground Equipment	+\$360
Fund Balance	- \$360

to record the closeout of the Universal Playground Trust fund.

Community & Economic Development Capita Projects Fund

Long-Term Debt Proceeds	- \$407,000
Consulting Services	- \$240,000
Infrastructure Construction	- \$167,000

Exhibition Center Capital Projects Fund

Long-Term Debt Proceeds	+\$407,000
Consulting Services	+\$240,000
Infrastructure Construction	+\$167,000

to transfer amounts budgeted for construction of the Exhibition Center from the Community & Economic Development Capital Projects Fund to the Exhibition Center Capital Projects Fund.

General Fund

Salaries/Fringe Benefits - Mayor's Office	+\$5,600
Salaries/Fringe Benefits - HR Department	+\$5,700
Salaries/Fringe Benefits - Fire Department	+\$114,000
Wage Reserve	- \$125,300

to allocate wage reserve funds.

Attachments: [Finance Committee - Final 2016 Budget adj.pdf](#)

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

Aye: 3 - Alderson Plank, Alderson Dannecker and Alderson Siebers

Excused: 2 - Alderson Lobner and Alderson Martin

17-284

Resolution 19-R-09 regarding Borders

Attachments: [19-R-09.pdf](#)

Alderson Plank moved, seconded by Alderson Siebers, that the Report Action Item be referred back to staff (Mayor, Attorney and Community & Economic Development). Roll Call. Motion carried by the following vote:

Aye: 3 - Alderson Plank, Alderson Dannecker and Alderson Siebers

Excused: 2 - Alderson Lobner and Alderson Martin

[17-328](#)

Resolution introduced by Alderperson Jirschele at the March 1, 2017 Common Council meeting relating to Reid Municipal Golf Course:

Resolution #3-R-17

Jeff Jirschele, Alderperson, District 15

WHEREAS, Reid Municipal Golf Course in the City of Appleton has become a traditional feature of Appleton and has been recognized as such by the Appleton Common Council through commitments to its survival and growth, and

WHEREAS, Reid Municipal Golf Course has become a multi-feature, revenue-producing asset to the city, offering not only recreational opportunities but options to serve the city collaboratively through projects such as detention pond construction, cell tower emplacements, and future possibilities such as winter walking trails, and

WHEREAS, Reid Municipal Golf Course has begun a program of renovation and refurbishment, and has embarked on new construction and business processes aimed at increasing its capabilities and attraction as a top level golf course and multi-use, multi-season attraction within the city, in addition to increasing its long-term benefits to the city in areas such as tourism, economic development, sustainability through conservation of green space and habitat for wildlife, improved health/recreational opportunities and community building, and

WHEREAS, long-term debt is stifling Reid Municipal Golf Course's capacity to invest in itself and accelerate its ability to improve itself in a timely and productive manner aligned with its strategic plans to grow its potential to serve the city,

BE IT RESOLVED, that the city relieve Reid Municipal Golf Course of all its long-standing debt consisting of two loans within the enterprise fund established to administrate its operations.

Alderperson Plank moved, seconded by Alderperson Siebers, that the Report Action Item be held until the March 21, 2017 Finance Committee meeting. Roll Call. Motion carried by the following vote:

Aye: 3 - Alderperson Plank, Alderperson Dannecker and Alderperson Siebers

Excused: 2 - Alderperson Lobner and Alderperson Martin

6. Information Items

[17-149](#)

Director's Reports:

Finance
Legal Services

This Presentation was received and filed

[17-277](#)

Contract 32-16 was awarded to Vinton Construction Company for \$1,207,978.30 with a contingency of \$36,000 for Asphalt Pavement Reconstruction. Payments issued to date total \$1,056,954.41. Request final payment of \$39,919.43.

This Presentation was received and filed

[17-279](#)

Change Order 1 to Maquire Iron, Inc for a decrease of \$10,000 to the Matthias Tower Maintenance Project reducing the original contract from \$94,200 to \$84,200.

Attachments: [Change Order 1.pdf](#)

This Presentation was received and filed

[17-280](#)

Contract 42-16 was awarded to Al Dix Concrete, Inc for \$497,500 for Miscellaneous Concrete and Street Excavation Repair. Payments issued to date total \$378,999.50. Request final payment of \$10,385.02.

This Presentation was received and filed

[17-281](#)

Contract 63-16 was awarded to Kruczek Construction Inc for \$255,555.55 with a contingency of \$12,800 for Milis Dr and Eisenhower Dr Sewer/Water Construction. Payments issued to date total \$241,807.85. Request final payment of \$4,331.10.

This Presentation was received and filed

[17-282](#)

Contract 21-16 was awarded to Vinton Construction Co. for \$3,181,258.91 with a contingency of \$138,000 for Concrete Pavement Construction. Payments issued to date total \$2,946,598.44. Request final payment of \$125,037.63.

This Presentation was received and filed

[17-283](#)

Contract 12-16 was awarded to Vinton Construction Co for \$2,431,110.09 with a contingency of \$40,350 for John Street Concrete Pavement Construction. Payments issued to date total \$2,318,281.21. Request final payment of \$74,609.18.

This Presentation was received and filed

[17-286](#)

The following 2016-2017 Budget carryover appropriations were approved in accordance with policy:

1. Amounts under contract \$15,796,417
2. Non-lapsing funds \$524,966

Attachments: [2016-17 carryover - under contract.pdf](#)

[2016-17 carryover - non lapsing.pdf](#)

This Presentation was received and filed

7. Adjournment

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

Aye: 3 - Alderson Plank, Alderson Dannecker and Alderson Siebers

Excused: 2 - Alderson Lobner and Alderson Martin