



City of Appleton

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

Meeting Agenda Finance Committee

Tuesday, August 11, 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

[15-1185](#) Finance Committee minutes for July 7, 2015 and July 15, 2015

Attachments: [Finance Minutes 7-7-15.pdf](#)

[MeetingMinutes15-Jul-2015-04-21-01.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[15-1188](#) Request to approve contract to Northern Electric for Municipal Services Electrical Upgrades in the amount of \$181,900 with a contingency of \$8,100 for a contract not to exceed \$190,000 and to reallocate a not-to-exceed amount of \$90,000 of the positive variance from the Municipal Services Building Trench Drain Repair Capital Improvement Project to perform the Municipal Services Electrical Upgrade project.

Attachments: [2015 Muncipal Services Building Emergency Power Upgrades.pdf](#)

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

Attachments: [Sec 2-29 Alderperson Appearances \(created\) 07-07-15 .pdf](#)

Legislative History

7/7/15 Finance Committee held

[15-1254](#) RIVERSIDE CEMETERY ASSOCIATION submitting a request for payment for maintenance of Veteran's graves.

Attachments: [Riverside.pdf](#)

- [15-1336](#) Request for approval of the Northland-Weiland Relocation Order for Storm Sewer Construction.

Attachments: [Northland-Weiland Pond - Relocation Order.pdf](#)

- [15-1338](#) Request to transfer \$15,000 of unused CIP funds from the Application Development project to a Security Assessment Project for 2015.

Attachments: [Fund Transfer Request Finance Memo.pdf](#)

- [15-1343](#) Resolution introduced by Alderpersons Plank, Lobner and Martin at the August 5, 2015 Common Council meeting relating to Ordinance #9-23 regarding renewal of operating licenses and delinquent accounts:

#12-R-15 ALDERPERSONS: Plank/Lobner/Martin

Whereas ...The City made changes to ordinance #9-23 in order to strengthen the consequences for property owners who are delinquent on payments of taxes and fees to the city, by denying the ability to renew various operating licenses for their premises and,
Whereas ...Tenants of these owners and landlords with delinquent bills have suffered, and could potentially suffer the unintended consequences of not being able to obtain the necessary licensing to continue to conduct business at that rented premises,
Therefore be it resolved that ...The following language be added to the municipal code:

Tenants paying rent to Property Owners, who are indirectly affected by this ordinance, after notification of their Landlord's delinquent bills, and at the expiration of their current operating license, may be issued a 3 month provisional license for their business on that premises.

And that ...In order to expedite the process and assist any business owners currently suffering from hardship due to these circumstances, the Finance Committee send a recommendation to the Common Council for consideration at their meeting on August 19.

- [15-1345](#) Request to approve Rescission of Resolutions of Necessity

Attachments: [Finance - Library - Recission of Resolutions of Necessity - 08-11-15.pdf](#)

6. Information Items

- [15-1186](#) Glendale Water Tower Project Change Order #1 - Delete from supplementary conditions "The maximum deductible shall be \$5,000."

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

[15-1337](#) Contract 13-15 was awarded to E.D. Chase Co. Inc., "Roof Replacement - Area 6" for the Municipal Services Building in the amount of \$178,583 with a contingency of \$17,500. Change orders approved totals \$715. Final contract amount is \$179,298 with remaining contingency of \$16,785. Payments issued to date total \$169,654. Request to issue the final contract payment of \$9,644.

Attachments: [2015 MSB Roof Replacement - Roof 6 - Final Pymt.pdf](#)

[15-1189](#) Risk Management 2015 Mid-Year Budget Report

Attachments: [2015 Risk Mid Year Report.pdf](#)

[15-1251](#) Mayor Office 2015 Mid-Year Report.

Attachments: [Mayor's Ofc. 2015 Mid Year Rpt.pdf](#)

[15-1252](#) Legal Service 2015 Mid-Year Report.

Attachments: [Legal Services 2015 Mid Year Report.pdf](#)

[15-1253](#) Finance Department 2015 Mid-Year Report.

Attachments: [2015 Finance Mid Year Report.pdf](#)

[15-1335](#) Information Technology 2015 Mid-Year Report.

Attachments: [Mid-Year Review 2015.pdf](#)

[15-1187](#)

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

General Fund - Police Department

Donations	+\$15,000
Training - Canine	+ \$7,000
Other Contract/Obligations - Canine purchase	+ \$8,000

to record funds received from the Green Bay Packer organization to support the purchase and training of a 3rd canine to be used for patrol tracking and explosives. An additional \$5,000 - \$6,000 of training costs will be absorbed within the departments's current training budget.

General Fund - Parks & Recreation Department

Donations	+\$12,152
Playground Equipment	+\$12,152

to record funds received from the Kiwanis Club (via the Community Foundation) for the purchase of playground equipment at Green Meadows Park.

General Fund - Library

Other Reimbursements	+\$5,100
Library Materials	+\$5,000
Training & Travel Expense	+ \$100

to record reimbursements from patrons for lost library materials (\$5,000) and from OWLS for reimbursement of training expenses (\$100)

General Fund - Health Department

Other Reimbursements	+\$338
Salaries	+\$247
Fringe Benefits	+\$91

to record reimbursement for Partner Services activities

Health Grant Funds

MCH Grant	+\$4,805
MCH Grant - Wages & Benefits	+\$4,805
Prevention Grant	+\$7,139
Prevention Grant - Consulting Services/Supplies	+\$7,139
Immunization Grant	+\$5,578
Immunization Grant - Equipment	+\$5,578

to adjust 2015 Health grants to actual award amounts

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 on this agenda, please contact Tony Saucerman at (920) 832-6440.