



City of Appleton

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

Meeting Agenda Finance Committee

Wednesday, March 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

15-364 February 25, 2015 Finance Committee minutes

Attachments: [MeetingMinutes25-Feb-2015-09-24-01.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

15-366 Request to award the MSB CIP roof replacement contract to E.D. Chase Roofing in the amount of \$178,583 with a contingency of \$17,500 for a total contract not to exceed \$196,083.

Attachments: [2015 MSB Roof Replacement.pdf](#)

15-367 Request to award the Library CIP roof replacement contract to W.J. Woodruff Roofing in the amount of \$134,940 with a contingency of \$13,500 for a total contract not to exceed \$148,440.

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

- 15-388** Request to approve the following 2014 Budget adjustments:

HAZMAT Grant Fund

Salaries	+\$12,200
Supplies	+\$14,100
Fund Balance	- \$26,300

Community Development Block Grant (CDBG) Fund

Grant Payments	+\$18,100
Federal Grant Revenue	+\$18,100

Emergency Shelter Grant Fund

Grant Payments	+\$49,800
State Grants and Aids	+\$49,800

Housing Rehabilitation Grant Fund

Grant Payments	+\$48,100
Fund Balance	- \$48,100

Room Tax Fund

Payments to Convention/Visitors Bureau	+\$43,400
Hotel Room Tax	+\$43,400

TIF 7 Fund

Developer Incentive Payments	+\$7,600
Property Taxes	+\$7,600

(all adjustments require 2/3 vote)

Attachments: [Final 2014 Budget Adj.pdf](#)

- 15-391** Request to award Unit B-15 asphalt pavement reconstruction to Triple P, Inc (d/b/a Peters Concrete) in the amount of \$743,264.75 with a 2.75% contingency of \$20,500 for a project total not to exceed \$763,764.75.

Attachments: [Award of Contract B-15.pdf](#)

- 15-396** Request to approve the following 2015 Budget adjustments:

Water Utility

Loss on Disposal of Land	+\$62,000
Fund Balance	- \$62,000

Facilities, Parks & Recreation Capital Projects Fund

Donations	+\$62,000
Land	+\$62,000

to facilitate accounting transactions necessary to record the transfer of the old Water Plant land to the general fund as approved by Council on March 4, 2015 (2/3 vote required)

6. Information Items

- 15-389** The following 2015 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Other Reimbursements	+\$22,827
Salaries - Children's Services	+\$21,827
Travel & Training - Children's Services	+ \$1,000

to record funds received from the Friends of the Library to support the Reach Out and Read Regional Coordinator program.

Other Reimbursements	+\$24,500
Library Materials	+\$21,000
Travel & Training - Admin	+ \$3,500

to record funds received from OWLS to support training and to purchase library materials.

General Fund - Police Department

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

to record funds received from the Heaney Family Fund within the Community Foundation to purchase bicycle helmets to be distributed during National Police Week.

- 15-390** The following 2014 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Park & Recreation Department

Charges for Services	+\$8,400
Facilities Maintenance Charges	+\$8,400

to record additional revenue and maintenance costs associated with the Scheig Center.

- 15-392** Fire Department 2014 Budget Variance

Attachments: [Fire Dept Budget variance.pdf](#)

- 15-365** Director's Reports:

Finance
Legal Services

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.



City of Appleton

100 North Appleton Street
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Meeting Minutes Finance Committee

Wednesday, February 25, 2015

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting was called to order at 4:30pm.

2. Roll call of membership

Present: 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen,
Alderperson Konetzke and Alderperson Lobner

3. Approval of minutes from previous meeting

15-263 February 11, 2015 Finance Committee meeting minutes.

Attachments: [MeetingMinutes11-Feb-2015-03-54-58.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen,
Alderperson Konetzke and Alderperson Lobner

4. Public Hearings/Appearances

5. Action Items

15-264 Request approval of Resolution for Reauthorization of Self Insurance for Worker's Compensation.

Attachments: [Self Insurance-Work Comp Resolution 02-10-15.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen,
Alderperson Konetzke and Alderperson Lobner

- 15-296** Request to approve acquisition of property on Northland Avenue for stormwater detention pond (also appears on Utilities Committee agenda as an informational item).

Attachments: [Acquisition of Northland Pond Property 03-23-15.pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Stueck, Alderson Coenen, Alderson Konetzke and Alderson Lobner

- 15-307** Request to approve the following 2014 Budget adjustment:

General Fund - Fire Department

State Aids	+\$40,995
Wages - Overtime	+\$40,995

to record reimbursements received throughout the year for training programs (2/3 vote required).

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

Aye: 5 - Alderson Plank, Alderson Stueck, Alderson Coenen, Alderson Konetzke and Alderson Lobner

- 15-308** Request to approve additional spending authority of \$10,000 from the Lutz park Special Revenue Fund.

Attachments: [Memo-Lutz Park-Additional Spending Authority 2-25-15.pdf](#)

Alderson Stueck 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 Stueck, Alderson Coenen, Alderson Konetzke and Alderson Lobner

- 15-319** Request to approve claim for unlawful personal property tax for Lenz Studio, parcel number 31-1-1795-00, and refund \$380.74.

Attachments: [Lenz Studio.pdf](#)

Alderson Konetzke 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 Stueck, Alderson Coenen, Alderson Konetzke and Alderson Lobner

- 15-320** Request to approve claim for unlawful personal property tax for Lee DDS, David Blong, parcel number 31-6-2465-00, and cancel the tax bill.

Attachments: [Lee DDS.pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Stueck, Alderson Coenen, Alderson Konetzke and Alderson Lobner

- 15-321** Request to approve the following 2014 Budget adjustment:

DPW Capital Projects Fund

Infrastructure Construction	+\$150,735
Other Reimbursements	+\$150,735

to accurately reflect the total/final reimbursement from the Town of Grand Chute for the Meade Street paving project.

Attachments: [Meade Street Paving Project.pdf](#)

Alderson Stueck 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 Stueck, Alderson Coenen, Alderson Konetzke and Alderson Lobner

6. Information Items

- 15-265** Contract 12-14 was awarded to Peter's Concrete Company for Telulah Park Parking Lot and Entrance Road Project in the amount of \$208,510.59 with a contingency of \$20,851. Once change order was issued for a credit of \$24,631.36. Final contract amount is \$183,879.23. Payments issued to date total \$173,125.37. Request final payment of \$10,753.86.

Attachments: [Telulah Park Parking Lot Project.pdf](#)

This Presentation was received and filed

- 15-266** Contract 16-14 was awarded to Miron Construction for Telulah Park Skateboard Park Project in the amount of \$230,278 with a contingency of \$20,844. One change order was issued for \$20,844. Final contract is \$251,122. Payments issued to date total \$244,843.95. Request final payment of \$6,278.05.

Attachments: [Telulah Park Skateboard Park Project-Final Payment.pdf](#)

This Presentation was received and filed

- 15-309** Contract 4-14 was awarded to August Winter & Sons for \$352,646.00 with a contingency of \$24,685.00 for PRV Station. Change orders were approved totaling \$376.00. Final contract amount is \$352,270.00 with a contingency of \$25,061.00. Payments issued to date total \$317,043.00. Request final payment of \$35,227.00.

This Presentation was received and filed

- 15-267** Information Technology Director Report

This Presentation was received and filed

7. Adjournment

A motion was made by Alderperson Patti Coenen, seconded by Alderperson Peter Stueck, that this meeting be adjourned. The motion carried by the following vote:

Aye: 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen, Alderperson Konetzke and Alderperson Lobner



"...meeting community needs...enhancing quality of life."

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

1819 East Witzke Boulevard
Appleton, Wisconsin 54911-8401
(920) 832-5572 FAX (920) 993-3103
Email - dean.gazza@appleton.org

TO: Finance Committee

FROM: Dean R. Gazza

DATE: 3/11/2015

RE: Action: Recommendation to award of the MSB CIP roof replacement contract to E. D. Chase Roofing for \$178,583 with an additional \$17,500 for contingencies, for a contract not to exceed \$196,083.

The 2015 Capital Improvement Plan includes \$250,000 for a partial replacement of a section of the Municipal Services Building's garage roof. Our annual roof inspection program identifies roofing in need of replacement and allocates resources to allow for proactive replacement to protect and preserve the facility's asset.

The bids were received as follows:

E.D. Chase Roofing (low bid)	\$178,583
Weinert Roofing	\$199,869
Woodruff Roofing	\$202,479
Northern M&R	\$207,029
Pioneer Roofing	\$240,055
Northeastern Roofing	\$250,500

We recommend awarding the roofing contract to E. D. Chase Roofing in the amount of \$178,583, plus a contingency of \$17,500 only to be utilized as needed.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.



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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

1819 East Witzke Boulevard
Appleton, Wisconsin 54911-8401
(920) 832-5572 FAX (920) 993-3103
Email - dean.gazza@appleton.org

TO: Finance Committee

FROM: Dean R. Gazza

DATE: 3/11/2015

RE: Action: Recommendation to award the Library CIP roof replacement contract to W. J. Woodruff Roofing for \$134,940 with an additional \$13,500 for contingencies, for a contract not to exceed \$148,440.

The 2015 Capital Improvement Plan includes \$200,000 for a replacement of the east section of the roof, in addition to making repairs to the atrium. Though repairs have been made to keep the atrium from leaking, this contract will implement long term repairs. Our annual roof inspection program identifies roofing in need of replacement and allocates resources to allow for proactive replacement to protect and preserve the facility's asset.

The bids were received as follows:

Woodruff Roofing (low bid)	\$134,940
E.D. Chase Roofing	\$147,878
Hernandez Roofing	\$148,478
Weinert Roofing	\$150,500
Northern M&R	\$164,795
Nieman Roofing	\$175,000
Pioneer Roofing	\$175,294

We recommend awarding the roofing contract to Woodruff Roofing in the amount of \$134,940, plus a contingency of \$13,500 only to be utilized as needed.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.

MEMO

TO: Finance Committee
FROM: Tony Saucerman, Finance Director *TS*
DATE: March 4, 2015
RE: Request approval of final 2014 Budget adjustments

In closing out 2014, the following funds showed expenditures in excess of budget. I am requesting budget adjustments to bring them back into compliance.

Grant Funds

All of the grant fund budget adjustment requests (HAZMAT, CDBG, Emergency Shelters and Housing Rehabilitation) are the result of increased grant revenues (thus increased expenditures) in 2014 or the timing of grant expenditures in relation to the timing of revenues received. All excess expenditures are funded by the additional grant revenues or existing fund balances within the grant funds.

Room Tax Fund

Of the hotel room tax remitted to the City, 5% is kept to cover administrative expenses and 95% is forwarded to the Fox Cities Convention and Visitor's Bureau. The excess expenditure in 2014 is a result of higher room tax collections than budgeted, thus a higher amount turned over to the Convention and Visitor's Bureau.

TIF 7 Fund

TIF 7 boundaries are basically the former Valley Fair shopping center site on the City's south side. The TIF is considered a "developer funded" TIF whereby the developer pays for the costs of the improvements and is paid back by a portion of the increased property tax revenues generated from the increased property values. The excess expenditures in 2014 represent increased developer payments due to higher than budgeted property tax revenues generated by the TIF.

Thank you for your consideration of these budget adjustments. Feel free to contact me if you have questions on this matter.

CITY OF APPLETON
Department of Public Works
MEMORANDUM

TO: ☒ Finance Committee
☐ Municipal Services Committee
☐ Utilities Committee

SUBJECT: Award of Contract

The Department of Public Works recommends that the following described work:

Unit B-15 Asphalt Pavement Reconstruction

Be awarded to:

Name: Triple P Inc. d/b/a Peters Concrete
Address: 1516 Atkinson Drive
Green Bay, WI 54303

In the amount of : 743,264.75

With a 2.75 % contingency of : \$20,500.00

For a project total not to exceed : \$763,764.75

**** OR ****

In an amount Not To Exceed : _____

Budget: \$955,000.00
Estimate: \$750,000.00
Committee Date: 03/11/15
Council Date: 03/18/15

BID TABULATION

ASPHALT PAVEMENT

UNIT B-15

Item	Description	Qty./	Unit	#1 - Triple P Inc. db/a Peters Concrete		#2 - Vinton Construction Co.		#3 - MCC, Inc.		#4 - Ed Gerssek, Inc.	
				Unit Price/\$	Total/\$	Unit Price/\$	Total/\$	Unit Price/\$	Total/\$	Unit Price/\$	Total/\$
1.	Furnish & Install 8" Plain Concrete Pavement	330	sq.yds.	\$48.00	\$15,840.00		\$48.00	\$15,840.00		\$48.00	\$15,840.00
2.	Furnish & Install 7" High Early Concrete Pavement	50	sq.yds.	\$49.00	\$2,450.00		\$42.00	\$2,100.00		\$49.00	\$2,450.00
3.	Furnish & Install 12" Stone Base	15,170	sq.yds.	\$6.45	\$97,846.50		\$5.95	\$90,261.50		\$8.75	\$132,737.50
4.	Excavation	8,800	cu.yds.	\$10.05	\$88,440.00		\$12.55	\$110,440.00		\$16.64	\$146,432.00
5.	Furnish & Install Geogrid	15,170	sq.yds.	\$1.95	\$29,581.50		\$2.10	\$31,857.00		\$2.18	\$33,070.60
6.	Furnish & Install Extra Stone Base	500	ton	\$10.00	\$5,000.00		\$10.00	\$5,000.00		\$16.40	\$8,200.00
7.	Furnish & Install 30" Concrete Curb & Gutter	7,426	lin.ft.	\$11.00	\$81,686.00		\$11.00	\$81,686.00		\$11.00	\$81,686.00
8.	Furnish & Install 30" Concrete Curb & Gutter-Spot Repairs	2,260	lin.ft.	\$20.00	\$45,200.00		\$22.50	\$50,850.00		\$20.00	\$45,200.00
9.	Furnish & Install 7" Concrete Driveway Apron	740	sq.ft.	\$4.30	\$3,182.00		\$4.30	\$3,182.00		\$4.30	\$3,182.00
10.	Furnish & Install 5" Concrete Driveway Apron	7,700	sq.ft.	\$3.60	\$27,720.00		\$3.60	\$27,720.00		\$3.60	\$27,720.00
11.	Furnish & Install 7" Concrete Sidewalk	160	sq.ft.	\$4.30	\$688.00		\$4.30	\$688.00		\$4.30	\$688.00
12.	Furnish & Install 5" Concrete Sidewalk	2,470	sq.ft.	\$3.60	\$8,892.00		\$3.60	\$8,892.00		\$3.60	\$8,892.00
13.	Furnish & Install 4" Concrete Sidewalk	24,375	sq.ft.	\$3.55	\$86,531.25		\$3.55	\$86,531.25		\$3.55	\$86,531.25
14.	Furnish & Install 7" Concrete Handicap Ramp	1,200	sq.ft.	\$4.30	\$5,160.00		\$4.30	\$5,160.00		\$4.30	\$5,160.00
15.	Furnish & Install Truncated Dome	184	sq.ft.	\$28.00	\$5,152.00		\$17.75	\$3,266.00		\$27.75	\$5,106.00
16.	Furnish & Install 7" Private Concrete Driveway	50	sq.ft.	\$4.75	\$237.50		\$4.30	\$215.00		\$4.30	\$215.00
17.	Furnish & Install 5" Private Concrete Driveway	50	sq.ft.	\$4.00	\$200.00		\$3.60	\$180.00		\$3.60	\$180.00
18.	Concrete Pavement Removal	375	sq.yds.	\$6.00	\$2,250.00		\$5.00	\$1,875.00		\$6.66	\$2,497.50
19.	Asphalt Pavement Removal	11,815	sq.yds.	\$0.50	\$5,907.50		\$1.50	\$17,722.50		\$1.90	\$22,448.50
20.	Concrete Curb and Gutter Removal	4,160	lin.ft.	\$2.70	\$11,232.00		\$2.00	\$8,320.00		\$5.10	\$21,216.00
21.	Concrete / Asphalt Handicap Ramp Removal	950	sq.ft.	\$0.65	\$617.50		\$0.50	\$475.00		\$1.27	\$1,206.50
22.	Concrete / Asphalt Driveway Apron Removal	8,750	sq.ft.	\$0.65	\$5,687.50		\$0.45	\$3,937.50		\$0.62	\$5,425.00
23.	Concrete / Asphalt Sidewalk Removal	20,790	sq.ft.	\$0.65	\$13,513.50		\$0.60	\$12,474.00		\$1.07	\$22,245.30
24.	Private Concrete Driveway Removal	100	sq.ft.	\$1.00	\$100.00		\$0.60	\$60.00		\$4.00	\$400.00
25.	Private Asphalt Driveway Removal	100	sq.ft.	\$1.00	\$100.00		\$0.60	\$60.00		\$4.00	\$400.00
26.	Full Depth Sawcut	3,250	lin.ft.	\$1.75	\$5,687.50		\$2.50	\$8,125.00		\$1.14	\$3,705.00
27.	Drill-In Tie Bars	365	each	\$7.00	\$2,555.00		\$8.00	\$3,080.00		\$7.00	\$2,695.00
28.	Terrace Restoration	7,350	sq.yds.	\$4.15	\$30,502.50		\$7.48	\$54,978.00		\$4.89	\$35,941.50
29.	Furnish and Apply SPREAD Fertilizer & Mulch	7,350	sq.yds.	\$1.90	\$13,965.00		\$0.66	\$4,851.00		\$0.66	\$4,851.00

BID TABULATION

ASPHALT PAVEMENT

UNIT B-15

Item	Description	Qty./Unit	#1 - Triple P Inc. db/a Peters Concrete		#2 - Vinton Construction Co.		#3 - MCC, Inc.		#4 - Ed Gersek, Inc.		
			Unit Price/\$	Total/\$	Unit Price/\$	Total/\$	Unit Price/\$	Total/\$	Unit Price/\$	Total/\$	
30.	Adjust Storm Manhole Casting	27	each	\$350.00	\$9,450.00	\$25.00	\$675.00	\$225.00	\$6,075.00	\$225.00	\$6,075.00
31.	Adjust Sanitary Manhole Casting	20	each	\$350.00	\$7,000.00	\$25.00	\$500.00	\$225.00	\$4,500.00	\$225.00	\$4,500.00
32.	Adjust Inlet Casting	20	each	\$300.00	\$6,000.00	\$25.00	\$500.00	\$200.00	\$4,000.00	\$200.00	\$4,000.00
33.	Furnish & Install Standard Storm Manhole	10	vert.ft.	\$200.00	\$2,000.00	\$100.00	\$1,000.00	\$300.00	\$3,000.00	\$300.00	\$3,000.00
34.	Furnish & Install Sanitary Manhole Casting Only	5	each	\$500.00	\$2,500.00	\$515.00	\$2,575.00	\$619.00	\$3,095.00	\$619.00	\$3,095.00
35.	Furnish & Install Storm Manhole Casting Only	5	each	\$500.00	\$2,500.00	\$505.00	\$2,525.00	\$609.00	\$3,045.00	\$609.00	\$3,045.00
36.	Furnish & Install "E" Inlet Casting Only	11	each	\$500.00	\$5,500.00	\$100.00	\$1,100.00	\$530.00	\$5,830.00	\$530.00	\$5,830.00
37.	Furnish & Install "C" Inlet w/Casting	2	each	\$1,500.00	\$3,000.00	\$1,650.00	\$3,300.00	\$1,850.00	\$3,700.00	\$1,850.00	\$3,700.00
38.	Furnish & Install "E" Inlet w/Casting	24	each	\$1,600.00	\$38,400.00	\$1,650.00	\$39,600.00	\$1,850.00	\$44,400.00	\$1,850.00	\$44,400.00
39.	Furnish & Install 12" Inlet Lead	400	lin.ft.	\$54.00	\$21,600.00	\$77.40	\$30,960.00	\$51.00	\$20,400.00	\$51.00	\$20,400.00
40.	Furnish & Install 6" Mini Sewer	50	lin.ft.	\$15.00	\$750.00	\$10.00	\$500.00	\$22.70	\$1,135.00	\$22.70	\$1,135.00
41.	Furnish & Install 6" Storm Riser	20	lin.ft.	\$15.00	\$300.00	\$10.00	\$200.00	\$26.00	\$520.00	\$26.00	\$520.00
42.	Connect Sump Pump	5	each	\$50.00	\$250.00	\$10.00	\$50.00	\$75.00	\$375.00	\$75.00	\$375.00
43.	Furnish & Install Curb Thimble	5	each	\$10.00	\$50.00	\$5.00	\$25.00	\$50.00	\$250.00	\$10.00	\$50.00
44.	Connect Mini Storm Sewer	3	each	\$50.00	\$150.00	\$25.00	\$75.00	\$200.00	\$600.00	\$200.00	\$600.00
45.	Abandon Inlet/Lead	22	each	\$200.00	\$4,400.00	\$430.00	\$9,460.00	\$250.00	\$5,500.00	\$250.00	\$5,500.00
46.	Relocate Existing Inlet	3	each	\$600.00	\$1,800.00	\$1,800.00	\$5,400.00	\$1,500.00	\$4,500.00	\$1,500.00	\$4,500.00
47.	Furnish & Install Sanitary Manhole Seal 1 Piece	5	each	\$250.00	\$1,250.00	\$25.00	\$125.00	\$316.00	\$1,580.00	\$316.00	\$1,580.00
48.	Furnish & Install Sanitary Manhole Seal 2 Piece	20	each	\$350.00	\$7,000.00	\$50.00	\$1,000.00	\$446.00	\$8,920.00	\$446.00	\$8,920.00
49.	Furnish & Install Sanitary Manhole Seal 3 Piece	3	each	\$450.00	\$1,350.00	\$75.00	\$225.00	\$460.00	\$1,380.00	\$460.00	\$1,380.00
50.	Furnish & Install D.O.T. "D" Inlet Protection	50	each	\$85.00	\$4,250.00	\$85.00	\$4,250.00	\$80.00	\$4,000.00	\$80.00	\$4,000.00
51.	Notify Property Owners	1	lump sum	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$969.60	\$969.60	\$2,500.00	\$2,500.00
52.	Traffic Control	1	lump sum	\$21,700.00	\$21,700.00	\$36,500.00	\$36,500.00	\$7,500.00	\$7,500.00	\$27,500.00	\$27,500.00
53.	Haul Contaminated Soil	500	ton	\$2.00	\$1,000.00	\$0.01	\$5.00	\$12.63	\$6,315.00	\$30.00	\$15,000.00
54.	Remove Ex. Conc. Retaining Wall. Install new limestone wall Stone to be supplied by property owner (1048 E. Eldorado St.)	1	lump sum	\$4,000.00	\$4,000.00	\$3,500.00	\$3,500.00	\$13,888.63	\$13,888.63	\$4,201.01	\$4,201.01

MEMO

TO: Finance Committee
FROM: Tony Saucerman, Finance Director *Ts*
DATE: March 5, 2015
RE: Fire Department 2014 Budget Variance

Preliminary results for the general fund for 2014 show just the Fire Department exceeding their budget appropriations for the year. The \$116,714 variance is due to a 3% wage increase for represented staff that was negotiated after the budget was prepared. Since the increase was not certain at the time of budget preparation, it was not factored into the Department's salary budget at the time.

The total estimated cost for the 3% increase was \$253,272, so Fire Department staff did a good job saving in other areas to bring the total variance to only \$116,714.

Although the variance is eligible to be funded by the Wage Reserve, in order to preserve that funding for future years, I'm recommending no wage reserve be allocated in 2014 and the variance be absorbed by other general fund department's budget surpluses. For audit purposes, no budget adjustments are necessary since the department is part of the general fund, and the general fund, in total, shows a positive budget variance.

Please feel free to contact me if you have any questions or concerns regarding this matter.