



City of Appleton

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

Meeting Agenda - Final Finance Committee

Tuesday, August 9, 2016

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[16-1241](#) July 26, 2016 Finance Committee meeting minutes

Attachments: [MeetingMinutes26-Jul-2016-08-50-22.pdf](#)

4. Public Hearings/Apearances

[16-1256](#) Brad Viegut, Robert W. Baird and Company, on the 2016 General Obligation Notes, Water and Stormwater Revenue Refunding Bond issues.

Attachments: [City of Appleton - GO, Water and Storm 08.09.16.pdf](#)

5. Action Items

[16-1257](#) Request for Finance Director to sell \$19,625,000 General Obligation Notes.

[16-1259](#) Request for Finance Director to sell \$24,190,000 Water Revenue Refunding Bonds.

[16-1260](#) Request for Finance Director to sell \$15,515,000 Stormwater Revenue Refunding Bonds.

[16-1271](#) Request to approve Finance Committee Report 5-P-16 for a Sanitary Sewer Lateral at 2619 N Richmond Street.

Attachments: [Report 5-P-16.pdf](#)

[16-1272](#) Request to approve contract amendment and Change Order No 1 to contract 18/16 for Unit W-16 Sewer and Water Reconstruction No. 1 for an additional 60 LF of steel casing pipe installation due to an unforeseen underground obstruction encountered during pipe boring in the amount of \$36,204 resulting in a decrease to the contingency from \$93,135 to \$73,428. Overall contract increased from \$2,640,946 to \$2,657,443.

Attachments: [Contract Amendment and Change Order No.1 Unit W-16.pdf](#)

[16-1242](#) RIVERSIDE CEMETERY ASSOCIATION submitting a request for payment for maintenance of Veteran's graves.

Attachments: [Riverside Cemetery.pdf](#)

6. Information Items

[16-1243](#) Director's Reports:

Finance
Legal Services

[16-1249](#) Mayor 2016 Mid-Year Report

Attachments: [Mayor 2016 Mid Year Review.pdf](#)

[16-1263](#) Contract 23-15 was awarded to Northern Electric, Inc for the Municipal Services Building emergency power upgrades in the amount of \$181,900 with a contingency of \$8,100. Four change orders were issued totaling \$4,076.61. Payments issued to date total \$176,677.77. Request to issue the final contract payment of \$9,298.84.

Attachments: [2016 MSB Emergency Power Upgrades- Final Payment.pdf](#)

[16-1264](#) Contract 36-16 was awarded to Pioneer Roofing, LLC for pavilion roof replacements at Colony Oaks, Alicia, Pierce, and Kiwanis Parks in the amount of \$35,356 with a contingency of \$3,556. No change orders were issued. Payments issued to date total \$33,548.20. Request to issue the final contract payment of \$1,767.80.

Attachments: [2016 Park Pavilions Phase 2 Roof Replacement Final Payment.pdf](#)

16-1303

Change Order #1 to August Winter & Sons Inc. contract 34-16 as part of the AWTF Generator Emissions Control Project for generator coolant drain, thermostat replacement, and coolant refill in the amount of \$3,444 resulting in a decrease to contingency from \$3,500 to \$56. No change to overall contract amount.

Attachments: [AWTF Generator Emissions Project Change Order #1 \(002\).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 this agenda, please contact Tony Saucerman at (920) 832-6440.



City of Appleton

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

Meeting Minutes Finance Committee

Tuesday, July 26, 2016

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 4:30pm.

2. Roll call of membership

Present: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner,
Alderperson Martin and Alderperson Siebers

3. Approval of minutes from previous meeting

[16-1198](#)

July 12, 2016 Finance Committee minutes

Attachments: [MeetingMinutes12-Jul-2016-01-05-25.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner,
Alderperson Martin and Alderperson Siebers

4. Public Hearings/Appearences

5. Action Items

[16-1202](#)

Request to approve the Sixth Amendment to Riverheath Development Agreement pertaining to public watermain for the Development.

Attachments: [Sixth Amendment to Dev Agrm - City - 07-14-16.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner,
Alderperson Martin and Alderperson Siebers

[16-1203](#)

Request approval of the following 2016 Budget Adjustment:

Facilities Maintenance

Building Repairs and Maintenance +\$50,000

Regular Salaries - \$50,000

to re-allocate vacant salary dollars to building repairs and maintenance to fund the cost of necessary repairs.

Attachments: [2016 Maintenance Technician Salary Reallocation.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: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1205](#)

Request to adopt the 2017 City of Appleton Policy for Special Assessments.

Attachments: [2017 Policy For Special Assessments.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: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1207](#)

Request to approve the following 2016 Budget adjustment:

Valley Transit

Building and Equipment	+\$110,305
Federal Grants	+\$88,244
Fund Balance	+\$22,061

to record Federal Transit Administration (FTA) capital grant to fund the replacement of the Transit Center roof and maintenance shop infrared heaters

Vehicles	+\$645,905
Federal Grants	+\$516,724
Fund Balance	+\$129,181

to record Federal Transit Administration (FTA) capital grant to fund a bus replacement

Attachments: [Transit Center Roof Memo 2016.pdf](#)
 [Valley Transit Bus Memo 2016.pdf](#)

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

Aye: 5 - Aldersperson Plank, Aldersperson Dannecker, Aldersperson Lobner, Aldersperson Martin and Aldersperson Siebers

[16-1209](#)

Request to award contract to Miron Construction for Erb Park and Pool renovation project for a contract of \$8,757,842 with a contingency of 7% for a total contract not to exceed \$9,370,890.

Attachments: [2016 Erb Pool Construction Bid.pdf](#)

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

Aye: 5 - Aldersperson Plank, Aldersperson Dannecker, Aldersperson Lobner, Aldersperson Martin and Aldersperson Siebers

6. Information Items

[16-1199](#)

Finance Department 2016 Mid-year Report

Attachments: [2016 Finance mid-year report.pdf](#)

This Presentation was received and filed

[16-1200](#)

Risk Management 2016 Mid-Year Report

Attachments: [Risk Management 2016 Mid-Year Report.pdf](#)

This Presentation was received and filed

[16-1201](#)

Legal Services 2016 Mid-Year Report

Attachments: [Legal Services 2016 Mid-Year Review \(002\).pdf](#)
 [Legal Services Mid year Attachment.pdf](#)

This Presentation was received and filed

[16-1206](#)

The following 2016 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

Reid Golf Course Fund

Grants and Donations	+\$707
Equipment	+\$707

to record funds received from the Muoio/Riddell family for a memorial bench at Reid Golf Course

General Fund - Police Department

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

to record funds received from the Community Foundation to support the purchase of children's bike helmets

Bioterrorism Grant

State Aids	+\$9,410
Training and Conferences	+\$9,410

Prevention Grant

State Aids	+\$7,356
Training and Conferences	+\$7,356

MCH Grant

State Aids	+\$1,785
Interpreter Services	+\$1,785

CDC Lead Grant

State Aids	+\$94
Salaries	+\$81
Fringe Benefits	+\$13

Vaccine Improvement Grant

State Aids	+\$79
Interpreter Services	+\$79

to reconcile the 2016 grant fund budgets to the actual awards received.

This Presentation was received and filed

[16-1204](#)

Contract 34-16 was awarded to August Winter & Sons for \$46,500 with a contingency of \$3,500 for Generator Emissions Control. Change orders were approved totaling \$3,444. Final contract amount is \$49,944 with a contingency of \$56. Payments issued to date total \$48,695.40. Request final payment of \$1,248.60.

This Presentation was received and filed

7. Adjournment

A motion was made by Alderperson Lobner, seconded by Alderperson Siebers, that this meeting be adjourned. The motion carried by the following vote:

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers

City of Appleton

2016 Capital Financing Plan

August 9, 2016

Bradley D. Viegut, Managing Director

bviegut@rwbaird.com

777 East Wisconsin Avenue

Milwaukee, WI 53202

Phone 414.765.3827

Fax 414.298.7354





City of Appleton

Presentation to Finance Committee

2016 Capital Financing Plan

Timeline

- Finance Committee considers plan of finance August 9, 2016
 - Preparations are made for issuance
 - ✓ Official Statement
 - ✓ Bond/Note Rating
 - ✓ Marketing
- Bond/Note Pricing.....September 6, 2016
- Special Finance Committee considers award resolutionsSeptember 7, 2016
- Common Council meeting to award Bonds/NotesSeptember 7, 2016
- Closing (funds available) October 4, 2016

City of Appleton

Presentation to Finance Committee

2016 Capital Financing Plan

Borrowing Amount / Structure / Purpose – General Obligation Promissory Notes



Amount:	\$19,625,000
Issue:	G.O. Promissory Notes
Purpose:	\$18,878,066 - 2016 General Fund CIP \$700,000 - Parking Utility
Structure:	Matures April 1, 2017-2026
First Interest:	April 1, 2017
Callable:	April 1, 2024
Estimated Interest Rate:	1.92%

City of Appleton

Presentation to Finance Committee

2016 Capital Financing Plan

Borrowing Amount / Structure / Purpose – Water System Revenue Bonds



Amount:	\$24,190,000
Issue:	Water System Revenue Bonds
Purpose:	\$3,700,000 - Water System Projects \$22,595,000 - Refunding of Series 2007A Bonds
Structure:	Matures January 1, 2018-2036
First Interest:	July 1, 2017
Callable:	January 1, 2026
Estimated Interest Rate:	2.12%

City of Appleton

Presentation to Finance Committee

2016 Capital Financing Plan

Illustration of Hypothetical Refunding – Water System Revenue Bonds



Calendar Year	BEFORE REFINANCING				AFTER REFINANCING					TOTAL NEW DEBT SERVICE	POTENTIAL DEBT SERVICE SAVINGS
	PRINCIPAL (1/1)	RATE	INTEREST (1/1 & 7/1)	TOTAL	PRINCIPAL (1/1)	INTEREST (1/1 & 7/1)	PRINCIPAL (1/1)	INTEREST (1/1 & 7/1)	TOTAL		
	\$58,510,000 Water Sys. Rev Refunding Bonds (AR) Dated February 6, 2007				\$58,510,000 Water Sys. Rev Refunding Bonds (AR) Dated February 6, 2007						
					\$20,690,000 Water Sys. Rev Refunding Bonds (CR) Dated October 4, 2016⁽¹⁾						
					TIC = 1.68%						
2017	\$4,210,000	5.000%	\$1,204,913	\$5,414,913	\$4,210,000	\$655,081		\$488,795	\$488,795	\$5,353,877	\$61,036
2018	\$4,420,000	5.000%	\$989,163	\$5,409,163	***		\$4,405,000	\$615,000	\$5,020,000	\$5,020,000	\$389,163
2019	\$4,140,000	5.000%	\$775,163	\$4,915,163	***		\$3,995,000	\$531,000	\$4,526,000	\$4,526,000	\$389,163
2020	\$4,345,000	5.000%	\$563,038	\$4,908,038	***		\$4,105,000	\$408,950	\$4,513,950	\$4,513,950	\$394,088
2021	\$4,245,000	4.625%/5.00%	\$354,419	\$4,599,419	***		\$3,960,000	\$247,650	\$4,207,650	\$4,207,650	\$391,769
2022	\$4,445,000	4.625%/5.00%	\$149,713	\$4,594,713	***		\$4,115,000	\$86,150	\$4,201,150	\$4,201,150	\$393,563
2023	\$415,000	4.500%	\$35,663	\$450,663	***		\$55,000	\$2,750	\$57,750	\$57,750	\$392,913
2024	\$430,000	4.500%	\$16,650	\$446,650	***		\$55,000	\$825	\$55,825	\$55,825	\$390,825
2025	\$155,000	4.500%	\$3,488	\$158,488	***						\$158,488
	\$26,805,000		\$4,092,206	\$30,897,206	\$4,210,000	\$655,081	\$20,690,000	\$2,381,120	\$23,071,120	\$27,936,202	\$2,961,005

Maturities callable 1/1/17 or any date thereafter.

CALLABLE MATURITIES

*** REFINANCED WITH 2016 ISSUE.

(1) This illustration represents a mathematical calculation of potential interest cost savings (cost), assuming hypothetical rates +25bps as of 7/21/16. Actual rates may vary. If actual rates are higher than those assumed, the interest cost savings would be lower.

(2) Calculated from 10/4/16 to 1/1/17 at recent LGIP rate of 0.42%.

(3) Present value calculated using the All Inclusive Cost (AIC) of 1.73% as the discount rate.

(2) EST. INVESTMENT EARNINGS.....	\$22,934
CHANGE IN DEBT SERVICE RESERVE FUND.....	(\$730,950)
ROUNDING AMOUNT.....	(\$1,612)
POTENTIAL GROSS SAVINGS.....	\$2,251,377

(3) POTENTIAL PRESENT VALUE SAVINGS \$.....	\$1,984,082
POTENTIAL PRESENT VALUE SAVINGS %.....	8.781%

Interest Rate Sensitivity		
Change in Rates	Est. PV % Savings	Est. PV \$ Savings
-0.30%	9.740%	\$2,200,766
-0.20%	9.391%	\$2,121,801
-0.10%	9.041%	\$2,042,854
+0.10%	8.349%	\$1,886,454
+0.20%	8.005%	\$1,808,725
+0.30%	7.662%	\$1,731,303



City of Appleton

Presentation to Finance Committee

2016 Capital Financing Plan

Example Financing Plan – Water System Revenue Bonds

\$3,500,000 Water System Revenue Bonds, Series 2016 Dated October 4, 2016 (First Interest July 1, 2017) 2016 Projects Financed: \$3,700,000						
YEAR DUE	NET EXISTING WATER DEBT (Revenue Only) (Net of Refunding)	PRINCIPAL (1/1)	INTEREST (1/1 & 7/1) Assumed TIC ⁽¹⁾ 2.94%	TOTAL	COMBINED WATER DEBT (Revenue Only)	DEBT SERVICE COVERAGE (2015 Net Revenues)
2016	\$8,580,621				\$8,580,621	1.52
2017	\$9,101,398		\$92,078	\$92,078	\$9,193,476	1.42
2018	\$8,763,991	\$130,000	\$122,850	\$252,850	\$9,016,841	1.45
2019	\$8,271,966	\$135,000	\$120,200	\$255,200	\$8,527,166	1.53
2020	\$8,258,416	\$140,000	\$116,050	\$256,050	\$8,514,466	1.54
2021	\$7,950,090	\$145,000	\$110,350	\$255,350	\$8,205,440	1.59
2022	\$7,942,366	\$150,000	\$104,450	\$254,450	\$8,196,816	1.59
2023	\$3,799,616	\$155,000	\$98,350	\$253,350	\$4,052,966	3.23
2024	\$3,804,265	\$160,000	\$92,850	\$252,850	\$4,057,115	3.22
2025	\$3,739,496	\$165,000	\$87,975	\$252,975	\$3,992,471	3.27
2026	\$3,740,746	\$170,000	\$82,100	\$252,100	\$3,992,846	3.27
2027	\$2,807,820	\$180,000	\$75,100	\$255,100	\$3,062,920	4.27
2028	\$2,813,423	\$185,000	\$67,800	\$252,800	\$3,066,223	4.26
2029	\$1,641,810	\$195,000	\$60,200	\$255,200	\$1,897,010	6.89
2030	\$1,635,866	\$200,000	\$52,300	\$252,300	\$1,888,166	6.92
2031	\$1,637,455	\$210,000	\$44,100	\$254,100	\$1,891,555	6.91
2032	\$1,402,388	\$220,000	\$35,500	\$255,500	\$1,657,888	7.89
2033	\$1,227,613	\$230,000	\$26,500	\$256,500	\$1,484,113	8.81
2034	\$680,813	\$235,000	\$18,375	\$253,375	\$934,188	13.99
2035	\$396,825	\$245,000	\$11,175	\$256,175	\$653,000	20.02
2036		\$250,000	\$3,750	\$253,750	\$253,750	51.52
	\$88,196,981	\$3,500,000	\$1,422,053	\$4,922,053	\$93,119,034	
Actual 2015 Net Revenues Available for Debt Service: (Additional Bonds Test requires <u>1.1x</u> max annual debt service)					\$13,073,230	

1.) This illustration assumes hypothetical interest rates based on current rates for municipal bonds as of July 21, 2016. Actual rates may vary.

City of Appleton

Presentation to Finance Committee

2016 Capital Financing Plan

Borrowing Amount / Structure / Purpose – Storm Water System Revenue Bonds



Amount:	\$15,515,000
Issue:	Storm Water System Revenue Bonds
Purpose:	\$3,210,000 - Storm Water System Projects \$13,854,823 - Refunding of Series 2006, 2008 and 2009 Bonds
Structure:	Matures April 1, 2018-2036
First Interest:	April 1, 2017
Callable:	April 1, 2026
Estimated Interest Rate:	2.52%

City of Appleton

Presentation to Finance Committee

2016 Capital Financing Plan

Illustration of Hypothetical Refunding – Storm Water System Revenue Bonds



BEFORE REFINANCING										
Calendar Year	\$7,855,000 Storm Water Sys Rev Bonds Dated April 1, 2006			\$6,010,000 Storm Water Sys Rev Bonds Dated September 10, 2008			\$10,720,000 Storm Water Sys Rev Bonds Dated December 30, 2009			TOTAL DEBT SERVICE
	PRINCIPAL (4/1)	RATE	INTEREST (4/1 & 10/1)	PRINCIPAL (4/1)	RATE	INTEREST	PRINCIPAL (4/1)	RATE	INTEREST (4/1 & 10/1)	
2017	\$425,000	4.125%	\$56,453	\$270,000	4.000%	\$175,855	\$315,000	3.500%	\$381,583	\$1,623,891
2018	\$435,000	4.250%	\$38,444	\$275,000	4.000%	\$164,955	\$355,000	4.000%	\$368,970	\$1,637,369
2019	\$440,000	4.250%	\$19,850	\$300,000	4.000%	\$153,455	\$360,000	4.000%	\$354,670	\$1,627,975
2020	\$240,000	4.375%	\$5,250	\$300,000	4.000%	\$141,455	\$605,000	4.000%	\$335,370	\$1,627,075
2021		4.375%		\$320,000	4.250%	\$128,655	\$710,000	4.000%	\$309,070	\$1,467,725
2022		4.375%		\$335,000	4.250%	\$114,736	\$740,000	4.500%	\$278,220	\$1,467,956
2023		4.500%		\$350,000	4.650%	\$99,480	\$775,000	4.000%	\$246,070	\$1,470,550
2024		4.500%		\$365,000	4.650%	\$82,856	\$805,000	4.000%	\$214,470	\$1,467,326
2025		4.500%		\$380,000	4.650%	\$65,535	\$840,000	4.150%	\$180,940	\$1,466,475
2026		4.500%		\$400,000	4.500%	\$47,700	\$875,000	4.250%	\$144,916	\$1,467,616
2027				\$420,000	4.500%	\$29,250	\$915,000	4.350%	\$106,421	\$1,470,671
2028				\$440,000	4.500%	\$9,900	\$955,000	4.400%	\$65,510	\$1,470,410
2029							\$1,000,000	4.450%	\$22,250	\$1,022,250
	\$1,540,000		\$119,997	\$4,155,000		\$1,213,833	\$9,250,000		\$3,008,460	\$19,287,289
Callable 4/1/2016 @ Par										
Callable 4/1/2018 @ Par										
Callable 4/1/2019 @ Par										
	CALLABLE MATURITIES									
	REFUNDED WITH 2015 BONDS									

City of Appleton

Presentation to Finance Committee

2016 Capital Financing Plan

Illustration of Hypothetical Refunding – Storm Water System Revenue Bonds



AFTER REFINANCING												
Calendar Year	\$7,855,000 Storm Water Sys Rev Bonds Dated April 1, 2006		\$6,010,000 Storm Water Sys Rev Bonds Dated September 10, 2008		\$10,720,000 Storm Water Sys Rev Bonds Dated December 30, 2009		\$12,560,000 Storm Water Sys Rev Ref Bonds (CR/AR) Dated October 4, 2016 ⁽¹⁾			TOTAL NEW DEBT SERVICE	POTENTIAL FUNDS APPLIED	POTENTIAL DEBT SERVICE SAVINGS
	PRINCIPAL (4/1)	INTEREST (4/1 & 10/1)	PRINCIPAL (4/1)	INTEREST (4/1 & 10/1)	PRINCIPAL (4/1)	INTEREST (4/1 & 10/1)	PRINCIPAL (4/1)	INTEREST (4/1 & 10/1)	TOTAL			
								TIC= 2.36%				
2017	***		\$270,000	\$16,400	\$315,000	\$34,113		\$452,349	\$452,349	\$1,087,861	(\$425,438)	\$110,591
2018	***		\$275,000	\$5,500	\$355,000	\$21,500	\$435,000	\$451,800	\$886,800	\$1,543,800		\$93,569
2019	***				\$360,000	\$7,200	\$730,000	\$440,150	\$1,170,150	\$1,537,350		\$90,625
2020	***						\$1,115,000	\$416,125	\$1,531,125	\$1,531,125		\$95,950
2021							\$1,015,000	\$379,100	\$1,394,100	\$1,394,100		\$73,625
2022							\$1,055,000	\$337,700	\$1,392,700	\$1,392,700		\$75,256
2023							\$1,100,000	\$294,600	\$1,394,600	\$1,394,600		\$75,950
2024							\$1,140,000	\$249,800	\$1,389,800	\$1,389,800		\$77,526
2025							\$1,180,000	\$209,300	\$1,389,300	\$1,389,300		\$77,175
2026							\$1,220,000	\$167,200	\$1,387,200	\$1,387,200		\$80,416
2027							\$1,280,000	\$117,200	\$1,397,200	\$1,397,200		\$73,471
2028							\$1,330,000	\$65,000	\$1,395,000	\$1,395,000		\$75,410
2029							\$960,000	\$19,200	\$979,200	\$979,200		\$43,050
	\$0	\$0	\$545,000	\$21,900	\$1,030,000	\$62,813	\$12,560,000	\$3,599,524	\$16,159,524	\$17,819,236	(\$425,438)	\$1,042,615

*** REFINANCED WITH 2016 ISSUE.

(1) This illustration represents a mathematical calculation of potential interest cost savings (cost), assuming hypothetical rates based on current rates for municipal bonds as of 7/20/16. Actual rates may vary. If actual rates are higher than those assumed, the interest cost savings would be lower.

(2) Present value calculated using the All Inclusive Cost (AIC) of 2.41% as the discount rate.

LESS CHANGE IN DSRF..... (\$128,598)
 ROUNDING AMOUNT..... \$4,980
 POTENTIAL GROSS SAVINGS..... \$918,997

POTENTIAL PRESENT VALUE SAVINGS \$..... \$778,967
 POTENTIAL PRESENT VALUE SAVINGS %..... 5.826%

Interest Rate Sensitivity		
Change in Rates	Est. PV % Savings	Est. PV \$ Savings
-0.30%	8.015%	\$1,071,607
-0.20%	7.280%	\$973,342
-0.10%	6.546%	\$875,244
+0.10%	5.111%	\$683,304
+0.20%	4.399%	\$588,160
+0.30%	3.693%	\$493,778



City of Appleton

Presentation to Finance Committee

2016 Capital Financing Plan

Example Financing Plan – Storm Water System Revenue Bonds

\$2,955,000

Storm Water System Revenue Bonds, Series 2016

Dated October 4, 2016

(First Interest April 1, 2017)

2016 Projects Financed: \$3,210,000

YEAR DUE	EXISTING STORM WATER DEBT (Revenue Only) (Net of Refunding)	PRINCIPAL (4/1)	INTEREST (4/1 & 10/1) Assumed TIC ⁽¹⁾ 2.98%	TOTAL	COMBINED STORM WATER DEBT (Revenue Only)	DEBT SERVICE COVERAGE (2015 Net Revenues)
2016	\$4,485,811				\$4,485,811	1.46
2017	\$4,554,383		\$102,191	\$102,191	\$4,656,574	1.40
2018	\$4,563,134	\$110,000	\$101,950	\$211,950	\$4,775,084	1.37
2019	\$4,575,559	\$115,000	\$99,700	\$214,700	\$4,790,259	1.36
2020	\$4,571,384	\$115,000	\$96,825	\$211,825	\$4,783,209	1.37
2021	\$4,433,284	\$120,000	\$92,700	\$212,700	\$4,645,984	1.41
2022	\$4,075,109	\$125,000	\$87,800	\$212,800	\$4,287,909	1.52
2023	\$3,917,809	\$130,000	\$82,700	\$212,700	\$4,130,509	1.58
2024	\$3,637,234	\$135,000	\$77,400	\$212,400	\$3,849,634	1.70
2025	\$3,390,506	\$140,000	\$72,600	\$212,600	\$3,603,106	1.81
2026	\$3,382,624	\$145,000	\$67,600	\$212,600	\$3,595,224	1.82
2027	\$3,144,609	\$150,000	\$61,700	\$211,700	\$3,356,309	1.95
2028	\$2,769,062	\$160,000	\$55,500	\$215,500	\$2,984,562	2.19
2029	\$2,344,819	\$165,000	\$49,000	\$214,000	\$2,558,819	2.55
2030	\$1,365,356	\$170,000	\$42,300	\$212,300	\$1,577,656	4.14
2031	\$1,363,031	\$180,000	\$35,300	\$215,300	\$1,578,331	4.14
2032	\$1,368,419	\$185,000	\$28,000	\$213,000	\$1,581,419	4.13
2033	\$1,051,850	\$195,000	\$21,375	\$216,375	\$1,268,225	5.15
2034	\$560,575	\$200,000	\$15,450	\$215,450	\$776,025	8.42
2035	\$305,250	\$205,000	\$9,375	\$214,375	\$519,625	12.57
2036		\$210,000	\$3,150	\$213,150	\$213,150	30.65
	\$59,859,807	\$2,955,000	\$1,202,616	\$4,157,616	\$64,017,423	

Projected 2016 Net Revenues Available for Debt Service:

\$6,532,250

(Additional Bonds Test requires 1.2x max annual debt service)

1.) This illustration assumes hypothetical interest rates based on current rates +25bps for municipal bonds as of July 21, 2016. Actual rates may vary.

REPORT OF THE FINANCE COMMITTEE

PROJECT LIMITS:

5-P-16

SANITARY LATERAL

2619 N. Richmond Street

In accordance with the preliminary resolution of the Common Council dated August 17, 2016 we herewith submit our report on the assessment of benefits on the above named construction.

This report consists of the following:

Schedule A - Preliminary plans and specifications on file in the office of the Director of Public Works.

Schedule B - The total cost within the project limits in accordance with the plans and specifications in Schedule A is **\$7,650.00.**

Schedule C - Proposed Assessments. The properties included within the project limits are benefited and the work or improvements constitute an exercise of the police power. The total value of assessments is **\$1,368.00.**

Finance Committee

CONTRACT AMENDMENT AND CHANGE ORDER

Change Order No. _____

One _____

Date _____

08/02/16

Contract No. 18-16 for the following public work : UNIT W-16 Sewer & Water Reconstruction No. 1

between Jossart Brothers, Inc. and the City of Appleton dated 03/15/16 is hereby changed in the following particular wit:

Item No.	Account No.	Current Contract Amount	Current Contingency	C.O. Amount (+/-)	Contingency (+/-)	New Contract Total	New Contingency Total
1	5371.6809.5.3602	\$615,028.00	\$30,972.00	\$0.00	\$0.00	\$615,028.00	\$30,972.00
2	5431.6809.3.3606	\$965,239.00	\$19,707.00	\$36,204.00	-\$19,707.00	\$1,001,443.00	\$0.00
3	5230.6809.4.3009	\$766,215.00	\$33,785.00	\$0.00	\$0.00	\$766,215.00	\$33,785.00
4	4092.6809	\$174,854.00	\$8,146.00	\$0.00	\$0.00	\$174,854.00	\$8,146.00
5	5427.6408	\$26,475.00	\$525.00			\$26,475.00	\$525.00
6						\$0.00	\$0.00
7						\$0.00	\$0.00
8						\$0.00	\$0.00
9						\$0.00	\$0.00
10						\$0.00	\$0.00
Total		\$2,547,811.00	\$93,135.00	\$36,204.00	-\$19,707.00	\$2,584,015.00	\$73,428.00

Reason for Change:

Contractor encountered an obstruction 17 feet deep while jack & Boring underneath the railroad tracks on Owaissa Street. Contractor had installed approximately 60 steel casing pipe when the obstruction was hit. Bid price for the casing pipe is \$604/ft.. So 60' x \$604 per ft. = \$36,204.00

The Contract Time will be (increased / decreased / unchanged) by this Change Order: _____ Days

The Date of Completion as of the date of this Change Order therefore is: _____ 150

Finance Committee Agenda Date: 08/10/16

Date approved by Council: _____

NAME OF CEMETERY:

Riverside Cemetery

LOCATION OF CEMETERY:

714 N. Owaissa Street, Appleton, WI 54911

CONTACT PERSON:

(If questions regarding this submittal)

Debbie DeBruin

(Name)

(Street/Road Address and Town, Village or City)

(920) 733-5629

(Phone)

1. Is perpetual care included in a lot purchase in your cemetery?
(Please attach a copy of the perpetual care agreement) YES ☒ NO ☐
2. How many of the veteran graves **DO NOT** include a perpetual care agreement? _____
3. If perpetual care is not included, is care cost charged to all grave lot owners? YES ☐ NO ☒
 1. *Cost per grave upkeep per grave lot
(Eligible costs divided by total # of grave lots within entire cemetery) \$ 3.00
 2. Number of soldier's graves not covered under perpetual care
(Including spouses & women's auxiliary) X 586
 3. Requested reimbursable expense for care of soldier's graves
(Including spouses & women's auxiliary) \$ 4758
 4. Did you provide an up-dated listing of the veteran's names? Yes ☒ No ☐

We, the officers of Riverside Cemetery Association, hereby certify that the upkeep and care of each grave is \$ 3.00, that the assessment is in compliance with ss 157.11(7)(a), and ss 157.11(7)(b), and is no more than the charge made for the care of other graves, and that such graves are receiving proper care.

It is further certified that suitable care of said graves has not been provided by perpetual care, private funds, or the cost for grave upkeep has not been collected as part of the funeral expenses, or otherwise.

7/22/16
Date

Chris Hartwig
Cemetery Association President

Charles Siekman
Cemetery Association Secretary

Mark Swiders
Cemetery Association Treasurer

At a regular meeting of the Town, Village, City of _____ held on _____, the above charges were approved for payment.

Municipal Clerk

Date

Send Check to: _____

*Cost includes maintenance of grave and tombstone; i.e. grass cutting, weed trimming, leveling of tombstone.

**Department of Veterans Affairs
Report on Deaths**

County: Select "None/Unknown" for unknown, cremated, and unburied ashes.
Select "Not in Wisconsin" for Non-Wisconsin burials.

Cemetery: From: / / Through: / /

Detail Fields: ☒ Veteran's Name ☐ Birth Date ☒ Death Date ☐ County ☐ Cemetery
☐ Burial Information ☐ Service History ☐ Service Periods ☐ Comments

Summary Fields:

[Back](#)[Details](#)[Summary](#)

Click on any underlined heading to sort by that field.

<u>Veteran's Name</u>	<u>Death Date</u>
BESCH, DONALD GEORGE	08/31/2015
DOIRE, GEORGE L	10/03/2015
GENNIGEN, PAUL WILLIAM	01/14/2016
HAWKINS, ROBERT BRYANT	11/11/2015
HELEIN, RICHARD FRANCIS	08/28/2015
HOFFMAN, ARCHABALD STEPHEN	09/07/2015
JOHNSON, STANLEY STUART	12/09/2015
KAMINE, REINHART LEWIS	02/27/2016
KUSCHEL, OMAR HARRISON	09/10/2015
Rice, Otis L	12/17/2015
Wick, Raymond Matthew	12/25/2015

Records = 11

This report shows the selected veteran data based upon the provided county, cemetery and death date.

Department of Veterans Affairs Report on Deaths

County: Select "None/Unknown" for unknown, cremated, and unburied ashes.
Select "Not in Wisconsin" for Non-Wisconsin burials.

Cemetery: From: / / Through: / /

Detail Fields: ☒ Veteran's Name ☐ Birth Date ☒ Death Date ☐ County ☐ Cemetery
☐ Burial Information ☐ Service History ☐ Service Periods ☐ Comments
Summary Fields:

[Back](#)[Details](#)[Summary](#)

Click on any underlined heading to sort by that field.

<u>Veteran's Name</u>	<u>Death Date</u>
CLARKE, JOHN LOUIS	08/10/2015
GOTHE, DONALD LOUIS	05/17/2016
GROTEHUIS, DAVID WILLIAM	04/23/2016
KAMPHUIS, JEROME GLEN	04/13/2016
KUEBLER, JAMES HOWARD	08/14/2015
LANDMANN, THEODORE JOHN	10/21/2015
MCCRORY, ROBERT G	03/21/2016
MILHAUPT, JOHN C	04/01/2016
REINKE, ROBBY JOHN	10/07/2015
SCHMELZER, EUGENE RAYMOND	03/14/2016
SCHOEN, WILLIAM LAWRENCE	04/14/2016
SCHUTTE, FREDERICK A	12/16/2015
ULCKE, GLENNE MARIE	12/15/2015
VAUGHAN, JAMES JOHN	03/24/2016
WOLFF, LYLE EDDIE	09/08/2015

Records = 15

This report shows the selected veteran data based upon the provided county, cemetery and death date.

MAYOR'S OFFICE
2016 MID YEAR REVIEW
All figures through June 30, 2016

Significant 2016 Events:

The Mayor's Office continues to be involved in the following:

Development Projects

- Exhibition Center
- Southpoint Commerce Park
- RiverHeath/Marriott Development
- Appleton Library
- Bluff Development

Additional Activities

- Enterprise Resource Planning System upgrade
- Public Parking Study Implementation
- Review of Compensation Plan and Pay-for-Performance System
- Citywide and departmental strategic plan updates and implementation
- Major sponsor of Young Professionals' Week in conjunction with the Fox Cities Chamber of Commerce
- Mobility Study
- Employee Wellness Center – Collaboration with AASD
- Negotiations with Town/Village of Harrison and Village of Fox Crossing

Mayor Hanna continues to represent Appleton's interests by serving on the following:

- Urban Alliance (Executive Committee)
- Legislative Advisory Committee (Representative)
- League of Wisconsin Municipalities (Board of Directors)
- Local Government Institute (Board of Directors)

Performance Data:

<u>Program</u>	<u>Criteria</u>	<u>Actual 2013</u>	<u>Actual 2014</u>	<u>Actual 2015</u>	<u>Projected 2016</u>	<u>YTD 2016</u>
<u>Administration</u>	<u>Client Benefit</u>					
	Minimize tax levy impact					
	% change in levy	-0.93%	1.98%	1.10%	1.40%	N/A
	Average % change in City mill rate	-1.39%	1.34%	2.55%	.59%	N/A
	<u>Outcome</u>					
	Maximize non-residential tax base					
	Commercial/industrial tax base; % of total	29.7%	30.0%	30.0%	30.0%	N/A
	<u>Outputs</u>					
	% of staff and Council involved in scheduled public budget meetings	100%	100%	100%	100%	N/A
	# of departmental orientations available for new Alderpersons	14	14	14	14	N/A

<u>Program</u>	<u>Criteria</u>	<u>Actual 2013</u>	<u>Actual 2014</u>	<u>Actual 2015</u>	<u>Projected 2016</u>	<u>YTD 2016</u>
<u>Citizen Outreach</u>	<u>Client Benefit</u>					
	Timely, accurate responses to requests for information					
	% of phone & email inquiries answered within 48 hours	92%	89%	87%	95%	87%
	% of letters replied to within seven working days	97%	97%	95%	92%	98%
	<u>Outcome</u>					
	Citizens have access to current City information					
	# of visits to City of Appleton internet website	1,576,574	1,547,705	1,464,039	2,000,000	619,249
	<u>Outputs</u>					
	Publish City Newsletter	2	2	2	2	1
	# of formal open hours sessions	12	12	12	12	6
	# of meetings per month with community or educational groups (average)	14	14	17	12	15

<u>Program</u>	<u>Criteria</u>	<u>Actual 2013</u>	<u>Actual 2014</u>	<u>Actual 2015</u>	<u>Projected 2016</u>	<u>YTD 2016</u>
<u>Inter- governmental</u>	<u>Client Benefit</u>					
	Appleton represented at State level					
	# of State level meetings in which Appleton representatives participate directly	186	182	185	180	N/A**
	<u>Outcome</u>					
	# of implemented new collaborative and cooperative agreements:					
	Other governments	45	43	33	60	28*
	School districts	17	23	17	18	13*
	Non-profit organizations	42	53	53	50	41*
	Other	24	88	63	30	49*
	# of implemented collaborative and cooperative agreements maintained:					
	Other governments	179	204	230	180	246*
	School districts	53	61	66	45	70*
	Non-profit organizations	143	141	167	90	178*
	Other	70	85	113	70	142*
	<u>Output</u>					
	# of meetings with other units of government	4/mo.	6/mo.	8/mo.	8/mo.	6/mo.

* Data obtained from Department Directors.

** Will obtain from Department Directors at year-end.

Areas of Primary Concentration for 2016:

- 2017 Budget Preparation
- Exhibition Center
- Appleton Library Project
- Bluff Development
- RiverHeath/Marriott Development
- Enterprise Resource Planning System upgrade
- Mobility Study Implementation
- Public Parking Study Implementation
- Continued implementation of Compensation Plan and Pay-for-Performance System
- Continued collaboration with private/regional government and non-profit organizations

Budget Performance Summary

See attached Summary Budget to Actual Report.

83500
TEACHERA
MIDYER MAY

City of Appleton
Mayor
Summary Budget to Actual Report
For the Six Months Ending June 30, 2016

1
07/21/16
15:53:40

Description	Year to Date Expense	Full Year Amended Budget	Percent of Amended Budget
Administration	47,741	96,454	49.5 %
Citizen Outreach	96,966	210,433	46.1 %
Intergovernmental	26,814	41,916	64.0 %
Total	171,521	348,803	49.2 %



"...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: August 9, 2016

RE: Informational: Contract 23-15 was awarded to Northern Electric, Inc. for the Municipal Services Building emergency power upgrades in the amount of \$181,900 with a contingency of \$8,100. Four change orders were issued totaling \$4,076.61. Payments issued to date total \$176,677.77. Request to issue the final contract payment of \$9,298.84.

The Municipal Services Building emergency power upgrades are completed. The project includes installing an additional 85 kW generator to handle power loads of desired circuits. In addition, this project, per National Electrical Code (NEC), requires separation of essential and non-essential power loads in panels and a separate transfer switch for each.

Four change orders were issued as noted below, leaving a contingency of \$4,023.39.

CHANGE ORDER	DESCRIPTION	AMOUNT
01	Add entire existing roof top unit to emergency power circuit.	\$1,077.09
02	Install return air damper and controls for new generator to control temperature of generator room during cold weather starts.	\$838.57
03	Install vent piping on natural gas regulator to comply with safety requirements in the event the regulator would fail.	\$349.78
04	Install local disconnect switches for five overhead door motors	\$1,811.17
TOTAL CHANGE REQUEST AMOUNT		\$4,076.61

The Parks, Recreation and Facilities Management Department recommends issuing the final contract payment to Northern Electric, Inc. in the amount of \$9,298.84.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.



"...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, Director of Parks, Recreation and Facilities Management

Date: August 9, 2016

Re: Informational: Contract 36-16 was awarded to Pioneer Roofing, LLC for pavilion roof replacements at Colony Oaks, Alicia, Pierce, and Kiwanis Parks in the amount of \$35,356 with a contingency of \$3,556. No change orders were issued. Payments issued to date total \$33,548.20. Request to issue the final contract payment of \$1,767.80.

The 2016 Capital Improvement Budget includes funding for the pavilion roof replacements at Colony Oaks, Alicia, Pierce, and Kiwanis Parks. Construction contract 36-16 was issued to Pioneer Roofing LLC in the amount of \$35,356. The project has been completed and no change orders were issued. This contract is now complete and all punchlist items were completed. Final contract amount is \$35,356.

The Parks, Recreation and Facilities Management Department recommends issuing the final contract payment to Pioneer Roofing, LLC in the amount of \$1,767.80.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.



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

Department of Utilities
Water Treatment Facility
2281 Manitowoc Road, Menasha, WI
920-997-4200 tel.
920-997-3240 fax

To: Chairperson Kathy Plank and Members of the Finance Committee

From: Utilities Deputy Director Chris Stempa

cc: Utilities Director Chris Shaw

Date: August 4, 2016

Re: **Informational Item: *Change Order # 1 to August Winter & Sons Inc. contract 34-16 as part of the AWTF Generator Emissions Control Project for generator coolant drain, thermostat replacement, and coolant refill in the amount of \$3,444 resulting in a decrease to contingency from \$3,500 to \$56. No change to overall contract amount.***

Explanation:

On April 20, 2016 Common Council approved contract for the Installation of Emission Control Equipment on Appleton Water Treatment Facility (AWTF) Generators to August Winter and Sons, Inc. for \$46,500 with a contingency of \$3,500 for a project total not to exceed \$50,000. The emissions control equipment was installed to satisfy U.S. Environmental Protection Agency's (EPA) Clean Air Act requirements while preserving an existing capacity agreement with Wisconsin Public Power Inc. (WPPI).

Change Order #1 includes costs for services to drain generator coolant, replace original coolant system thermostats, and refill coolant upon completion of generator emissions control device installation. Draining the generator coolant was necessary to remove and reroute coolant system piping to facilitate the installation of emissions control equipment. These tasks were identified as the owners (e.g. AWTF) responsibility within the original bidding documents and thus outside August Winter & Sons Inc. (AWS) contract. The rationale for this was to avoid confusion and additional incurred costs resulting from mechanical contractors who might be unfamiliar with the operation and maintenance of large emergency generators. The generator coolant system thermostats were scheduled for replacement before the emissions project was envisioned. This task was coordinated with the emissions project work since replacement of the thermostats also required the generator coolant to be drained. Northcoast Power Systems LLC was subcontracted by AWS to perform the work which was advantageous from a coordination and project schedule standpoint. Furthermore, Northcoast Power Systems is familiar with the AWTF having provided cost effective services for both routine and emergency maintenance events.

All equipment and services as part of base bid project including those associated with Change Order #1 have been successfully completed. If you have any questions, regarding the project please contact Chris Stempa at 832-2353.