

TO: FINANCE, INSURANCE & PERSONNEL COMMITTEE
FROM: CLERK/TREASURER
SUBJECT: 2022 BUDGET DELIBERATIONS SUMMARY MEMO OF SUBMITTAL
DATE: AUGUST 17, 2021

ADDRESSING QUESTIONS POSED TO DATE

1. What is the revenue loss from the state's Expenditure Restraint Program. Answer: The loss of revenue is \$64,562. We did plan ahead in the sense that a one-time expenditure for retiree sick leave for Fran, Jeff and Raynelle in the amount of \$64,332 (100-51-5190-155) is a 2021 expense. *This expense is not included in the 2022 budget submittal.* Knowing we were going to exceed the program cap in 2021, as many expenditures were layered in as possible. The re-set base level for future Expenditure Restraint Program measures is at a higher amount.
2. What is the General Fund revenue less expenditure figure after these submittals? As of 8/17/21 the answer is: **-28,306**
3. How can summary information be view? It is below and will be refreshed and posted to the [2022 Budget Deliberation page](https://www.waterloowi.us/budget/pages/budget-2022) on a recurring basis. Full URL -> <https://www.waterloowi.us/budget/pages/budget-2022>

MORE TOPICS SUMMARIZED

ONE-PAGE SUMMARY BY FUND. (with an initial property tax allocation across funds, as submitted, as of 8/17/2021)

Fund #	Fund Name	ESTIMATED 12/31/2021	Revenues as Submitted	Expenditures as Submitted	Rev > Exp	Net Assigned Or Reserved For Year	2022 Budget Yr Property Taxes	2021 Curr Yr Property Taxes	% Change
100	General Fund	\$1,273,545	\$2,083,075	\$2,111,381	(\$28,306)	(\$28,306)	\$1,087,276	\$1,087,276	0.00%
200	Cable TV Fund	\$136,585	\$90,997	\$90,997	\$0	\$50,383	\$0	\$0	
220	Waterloo Fire & EMS Dept. Fund	\$242,282	\$783,662	\$673,279	\$110,383		\$353,178	\$280,746	25.80%
225	Special Revenue Fund - Parks ***	(\$30,052)	\$598,910	\$593,091	\$5,819	\$5,819	\$105,010	\$91,400	14.89%
300	Debt	\$0	\$757,738	\$757,738	\$0	\$0	\$334,425	\$338,385	-1.17%
400	Capital Projects Fund	\$611,750	\$2,561,054	\$2,561,054	\$0	\$0	\$0	\$0	
402	Special Assessments	\$29,806	\$1,797	\$0	\$1,797	\$1,797	\$0		
412	TIF District No. 2 Fund	\$266,082	\$203,247	\$49,702	\$153,544	\$153,544	\$81,308	\$81,435	-0.16%
413	TIF District No. 3 Fund	\$58,264	\$111,281	\$105,718	\$5,563	\$5,563	\$87,858	\$87,995	-0.16%
414	TIF District No. 4 Fund	\$91,977	\$29,642	\$22,650	\$6,992	\$6,992	\$28,120	\$28,120	0.00%
600	Community Development Authority	\$48,174	\$7,050	\$3,553	\$3,497	\$3,497	\$4,650	\$4,650	0.00%
812	Special Revenue Fund - Library	\$257,733	\$398,041	\$499,041	(\$101,000)	(\$101,000)			
815	Assignments / Reservations (TBD)	-			\$0		????????		
	Waterloo Utilities				\$0		\$0	\$0	
	TOTALS 2021 Finance Committee	\$2,986,146	\$7,626,493	\$7,468,204	\$158,290	\$98,289	\$2,081,825	\$2,000,007	4.09%
	NOTES: as provided by Dept. Heads; data from Waterloo Utilities				\$	-			

2022 AND OUT-YEAR CAPITAL PLANNING. [Capital planning documents](https://www.waterloowi.us/budget/pages/budget-2022) are available online -> <https://www.waterloowi.us/budget/pages/budget-2022>. The grand total, not including Waterloo Utility's capital expenses is: \$2,697,225. A ten-year draft plan is presented based on department submittals.

STATE COMPUTER AID. At \$439,781 Waterloo receives more State Computer aid than all but 14 other municipalities. With the closure of TID #1 this revenue is available for municipal purposes with no allocation restrictions. Allocation trends over time are shown below.

State Computer Aid 2016-2024
8/13/2021

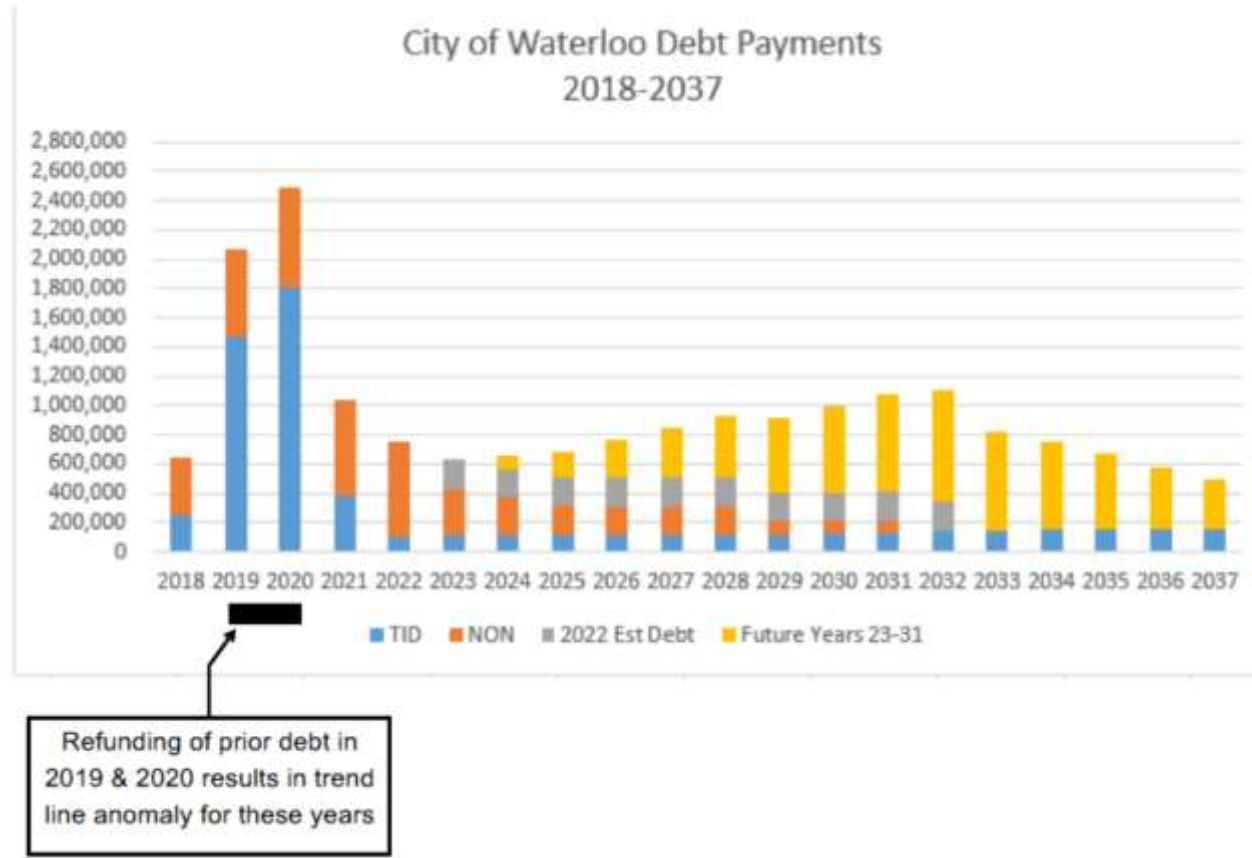
12/31/2016 12/31/2017 12/31/2018 12/31/2019 12/31/2020 12/31/2021 12/31/2022 12/31/2023 12/31/2024

TITLE: 2022 BUDGET - Computer Aid Over Time
8/13/2021

ACCT NO	TITLE	DEPARTMENT/FUND	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 Budget	2023 Projected	2024 Projected	TOTAL	% Of Total
100-43-4364-000	STATE AID COMPUTERS	GENERAL FUND	3,369	3,007	3,051	3,125	19,035	1,000	1,000	1,000	1,000	35,587	1.5%
225-43-4360-000	STATE COMPUTER AID	PARKS DEPT FUND	101,354	2,246	0	0	207,653	157,000	150,000	150,000	180,000	948,253	40.9%
400-43-4327-000	STATE COMPUTER AID	CAPITAL PROJECT FUND	0	0	0	0	211,094	279,782	287,441	287,441	257,441	1,323,199	57.1%
412-43-4364-000	STATE AID EXEMPT COMPUTERS	TIF DISTRICT 2 FUND	706	754	765	783	783	783	783	783	783	6,923	0.3%
413-43-4364-000	STATE AID EXEMPT COMPUTERS	TIF DISTRICT 3 FUND	589	308	312	320	320	320	319	319	319	3,126	0.1%
414-43-4364-000	STATE AID COMPUTERS	TIF DISTRICT 4 FUND	0	229	232	238	238	238	238	238	238	1,890	0.1%
TOTAL			106,018	6,544	4,361	4,466	439,123	439,123	439,781	439,781	439,781	2,318,978	100.0%

DEBT. As submitted, the capital fund calls for new debt of \$1,784,369. This is a 135% increase over the 2021 new debt amount of \$760,000. The table below depicts prior year and anticipates out-year debt. It assumes:

- 2021 current year new debt of \$760,000
- 2022 budget year new debt of \$1,784,368
- 2023-2031 *annual* new debt proceeds of \$760,000



SPENDING 2nd HALF OF ARPA DOLLARS, \$174,430. The second receipt of federally awarded ARPA dollars has not been allocated as part of the 2022 budget. These dollars may be applied to qualifying expenses.

MAYOR'S BUDGET PARAMETERS – BUDGET YEAR 2022 (issued 8/17/2021)

CAPITAL PLAN SUBMITTAL DUE DATE. Department Heads are to submit a capital plan for at least the 2022-2026 period on or before July 9, 2021 (more out-years are welcomed). Your plan is to consist of revisions to the existing plan, which will be provided and which is posted on the municipal website LINK TO: [Website 2022 Budget Deliberations](#).

Capital expenditures will be the primary early focus of the budget process.

COMPLETE BUDGET SUBMITTAL DUE DATE. All Department Heads are to submit a complete 2022 budget submittal on or before July 29, 2021 to the Clerk/Treasurer's Office using the miViewPoint budgeting tool and other means provided.

GENERAL FUND BUDGET PARAMETERS. For the Clerk/Treasurer's Office, Mayor Office, Police Department, Public Works Department -- and other parts of the General Fund -- 2022 operational budget submittals are to be at, or below, the 2021 expenditure figure. NOTE: Expense for wages & benefits are excluded from the above calculation.

PROPERTY TAX LEVY TARGET. The 2022 municipal property tax levy target is: \$2,009,429. This figure is the same as the 2021 tax levy.

WAGE RATE. The 2022 wage rate goal is for abide by contract levels for represented employees and for a 2% increase for non-represented employees.

GAS FUEL RATE FOR BUDGETING. The estimate of \$2.82 per gallon is to be used when calculating fuel purchase expenditures.

CONTRACTUAL OBLIGATIONS. Budget for contract items per the terms of the respective contract.

HEALTH INSURANCE BENEFIT. Submit budgets for health insurance benefits at the current year levels. Projected increases will be established as part of the overall deliberations.