

TO: FINANCE, INSURANCE & PERSONNEL COMMITTEE
FROM: CLERK/TREASURER & DEPUTY CLERK/TREASURER
SUBJECT: 2022 BUDGET DELIBERATIONS SUMMARY MEMO
DATE: SEPTEMBER 14, 2021

COMMITTEE UPDATE MEMO

Attached here and posted online: Updated materials.

- 1. Committee Follow-Up Items**
- 2. Committee Actions**
- 3. Please see online (available 9/15):**
 - a. All Funds Combined Report**
 - b. Tax Levy By Funds Trends Over Time And Current Trends**

City of Waterloo - Finance Committee
2022 Budget Deliberations **Follow-ups**
9/14/2021 11:38 AM

Request #	Request Date	Requester	Request Of	The Request	Follow-up Action	Follow-up Date	Notes
1	07/15/21	TT	Police Chief	Provide a plan for siren replacement	Updated map showing two siren coverage provided.	8/20/2021	Future year capital plan action?
2	07/15/21	TT	Parks Coordinator	Provide greater justification description for capital items	Posted to miView and Plan-It (mh)	7/28/2021	
3	07/15/21	JQ & CK	Fire Chief	Justification for replacing all garage doors when one is in disrepair; WFD should reflect this in a different year			
4	07/15/21	??	Clerk/Treas.	Present target figures and an assignment / reservation of dollars strategy; plus 8/26 create account for General Fund related to fund policy range			
5	08/19/21	CK	Clerk/Treas.	Present fuel account items across all funds to arrive at uniform cost application	8/26 MEMO	8/26/ MEMO	
6	08/19/21	TT	Police Chief	Provide new estimate for radio maintenance	completed		CT office needs a copy to post
7	08/19/21	TT	Library Director	Forward a lower figure for 812-41-4111-000	resubmitted	9/1/2021	added to 9/2 memo
8	08/19/21	TT	Kunkel Eng.	Fund 400 Leschinger Street add-in estimate	Request to Mitch Leisses		
9	08/24/21	CK	Parks Coordinator	Check 225-55-5522-110			
10	08/26/21	TT	Fire Chief	Review 220-52-5221-341, and 380 and 381	completed		posted on miView
11	08/26/21	Mayor	Clerk/Treas.	Fund 400 Expenses for Petry Trust			
12	08/26/21	TT	Clerk/Treas.	Dial in 100-53-5360-290 & 292 per contract terms (trash/recycle)			
13	08/26/21	TT	Clerk/Treas.	Look at Parking lot rentals and ordinance			
14	08/26/21	TT	Clerk/Treas.	Dial in Soc. Sec. for DPW and all other in Genl Fund			
15	09/02/21	TT/CK	Cable Bd	Referred back entire budget	Board resubmitted with note	9/8/2021	Spending of reserves planned for 2022 & possibly 2023 with policy goal reevaluated thereafter
16							
17							

City of Waterloo - Finance Committee

2022 Committee Budget Actions

9/14/2021 11:34 AM

ID	Date	Fund(s)	Finance Committee Actions	Clerk / Treasurer	Motion	Vote	Outcome	Notes
1	8/19/21	400	Strike City Hall parking lot repair project rev. & exp. from capital expenditures		CK/TT	2-0-1	Passed	Relocate in future year capital plan?
2	8/19/21	400	Strike annual siren rev. funding set-asides from capital expenditures		CK/TT	2-0-1	Passed	Relocate in future year capital plan?
3	8/19/21	400	Strike rev. & expe. For Hendricks Street project from capital		CK/TT	2-0-1	Passed	Relocate in future year capital plan?
4	8/19/21	100	Amend 100-52-5210-212 Court Fees from \$16k to \$15k		CK/ER	3-0	Passed	
5	8/19/21	100	Amend 100-52-5210-220 Telephone from \$3k to \$2,500		CK/ER	3-0	Passed	
6	8/19/21	100	Amend 100-52-5210-221 Electric from \$7,952 to \$5,500		CK/ER	3-0	Passed	
7	8/19/21	100	Amend 100-52-5210-223 Heat from \$1,300 to \$2,500		CK/ER	3-0	Passed	
8	8/20/21	400		Struck duplicate expenditure entry; 400-57-5701-823 for \$5,649.20	CK/ER	3-0	Passed	
9	8/24/21	100	Amend 100-52-5210-341 Comm. from \$8,000 to \$7,000		TT/CK	3-0	Passed	
10	8/24/21	100-815	Create An Assignment/Reserve for required General Fund balance per policy		CK/ER	3-0	Passed	
11	8/24/21	225	Amend 225-53-5324-340 from \$1,500 to \$1,000		CK/ER	3-0	Passed	
12	8/24/21	225	Amend 225-55-5510-341 from \$2000 to \$1750		CK/ER	3-0	Passed	
13	8/24/21	225	Amend 225-55-5510-350 From \$3000 to \$2500		CK/ER	3-0	Passed	
14	8/24/21	225	Amend 225-55-5520-222 From \$1750 to \$1500		CK/ER	3-0	Passed	
15	8/24/21	225	Amend 225-55-5520-221 increasing from \$1500 to \$1750		CK/ER	3-0	Passed	
16	8/24/21	225	Amend 225-55-5520-291 from \$1250 to \$1175		CK/ER	3-0	Passed	
17	8/24/21	225	Amend 225-55-5510-354 from \$22500 to \$22000		CK/ER	3-0	Passed	
18	8/24/21	225	Amend 225-53-5324-354 from \$1500 to \$1000		CK/ER			
19	8/26/21	220	Amend 220-49-4930-000 Fund Bal Applied from \$60,000 to \$54,000		CK/ER	3-0	Passed	
20	8/26/21	220	Amend 220-52-5220-111 Officer Wage from \$13,250 to \$12,500		ER/CK	3-0	Passed	
21	8/26/21	220	Amend 220-52-5220-151 Soc Security from \$862 to \$813	Recalculated				Recalculated per FC action
22	8/26/21	220	Amend 220-52-5221-190 Meeting Meals from \$7,000 to \$6,000		CK/ER	3-0	Passed	
23	8/26/21	220	Amend 220-52-5221-311 Admin Office Postage from \$200 to \$400		TT/ER	3-0	Passed	
24	8/26/21	220	Amend 220-52-5221-320 Prof Dues from \$4,500 to \$3,500		CK/ER	3-0	Passed	
25	8/26/21	220	Amend 220-52-5223-231 Electric from \$9,675 to \$9,000		CK/ER	3-0	Passed	
26	8/26/21	220	Amend 220-52-5223-222 Heat from \$5,000 to \$4,000		ER/TT	3-0	Passed	
27	8/26/21	220	Amend 220-52-5223-223 Water & Sewer from \$2,155 to \$4,000		ER/CK	3-0	Passed	
28	8/26/21	220	Amend 220-52-5224-110 Full Time Wages from \$164,500 to \$110,870		CK/ER	3-0	Passed	wage structure as proposed by Chief adopted
29	8/26/21	220	Amend 220-52-5224-124 Part Time Wages from \$16,000 to \$0		CK/ER	3-0	Passed	
30	8/26/21	220	Amend 220-52-5225-191 Meal Allowance from \$500 to \$0		CK/ER	3-0	Passed	This will merge with 5221-190 Meeting Meals
31	8/26/21	220	Amend 220-52-5225-192 Public Education from \$2,500 to \$2,000		CT/TT	3-0	Passed	
32	8/26/21	220	Amend 220-52-5225-193 Training/Tuition from \$18,000 to \$16,000		ER/TT	3-0	Passed	

9/14/2021 11:34 AM

Finance Comm Activity.xlsx

City of Waterloo - Finance Committee

2022 Committee Budget Actions

9/14/2021 11:34 AM

ID	Date	Fund(s)	Finance Committee Actions	Clerk / Treasurer	Motion	Vote	Outcome	Notes
33	8/26/21	220	Amend 220-52-5226-341 Radio from \$25,500 to \$2,500		CK/ER	3-0	Passed	
34	8/26/21	220	Amend 220-52-5226-343 Training Tools from \$4,200 from \$3,000		CK/ER	3-0	Passed	
35	8/26/21	220	Amend 220-52-5226-354 Fire Equip Rep from \$5,000 to \$4,000		ER/CK	3-0	Passed	
36	8/26/21	220	Amend 220-52-5226-359 SCBA from \$6,200 to \$5,000		CK/ER	3-0	Passed	
37	8/26/21	220	Amend 220-52-5226-810 Mach & Equip Outlay from \$60,000 to \$54,000		CK/ER	3-0	Passed	
38	8/26/21	220	Amend 220-52-5227-361 TRK #3/3971 from \$9,000 to \$7,000		CK/ER	3-0	Passed	FC voted total repair decrease of 5K
39	8/26/21	220	Amend 220-52-5227-361 TRK #4/3991 from \$3,000 to \$1,000		CK/ER	3-0	Passed	FC voted total repair decrease of 5K
40	8/26/21	220	Amend 220-52-5227-361 TRK #9/3952 from \$4,500 to \$4,000		CK/ER	3-0	Passed	FC voted total repair decrease of 5K
41	8/26/21	220	Amend 220-52-5227-361 TRK #14/3951 from \$3,000 to \$2,500		CK/ER	3-0	Passed	FC voted total repair decrease of 5K
42	8/26/21	220	Amend 220-52-5228-290 EMS Billing Fee from \$12,000 to \$14,000		TT/ER	3-0	Passed	
43	8/31/21	100	Amend 100-53-5301-123 DPW Overtime from \$7400 to \$6500		ER/TT	3-0	Passed	
44	8/31/21	220	Set working number from Chief's 8/28 WFD resubmit to City revenue contribution at \$289,168 [220-41-4115-000]		consensus			
45	8/31/21	100	Amend 100-53-5324-810 from 1000 to 500		CK/ER	3-0	Passed	
46	8/31/21	100	Amend 100-53-5324-342 to 22500		TT/ER	3-0	Passed	
47	8/31/21	100	Amend 100-53-5324-363 M&E 2018 Skid Steer from 1000 to 750		TT/CK	3-0	Passed	
48		100	Amend 100-53-5324-810 Mach & Equip Outlay from 1000 to 500		CK/ER	3-0	Passed	
49	8/31/21	100	Amend 100-53-5327-399 Garage & Shed Misc from 100 to 0		TT/CK	3-0	Passed	
50	8/31/21	100	Amend 100-53-5332-350 Snow & Ice Supplies from 2500 to 0		TT/CK	3-0	Passed	
51	8/31/21	100	Amend 100-53-5332-351 Snow & Ice Rep & Maint from 4000 to 6000		TT/CK	3-0	Passed	
52	8/31/21	100	Amend 100-53-5344-350 Storm Sewer Supplies from 1000 to 0		TT/ER	3-0	Passed	
53	8/31/21	100	Amend 100-53-5344-351 Storm Sewer Rep & maint from 500 to 750		TT/ER	3-0	Passed	
54	8/31/21	100	Amend 100-53-5345-391 Traffic Control Paint Supplies from 1500 to 2000		TT/ER	3-0	Passed	
55	8/31/21	100	Amend 100-53-5345-817 Traffic Control Outlay Signs from 500 to zero		ER/CK	3-0	Passed	
56	8/31/21	100	Amend 100-53-5346-399 Brdgs & Culv Misc from 225 to 300		ER/CK	3-0	Passed	
57	8/31/21	100	Amend 100-53-5347-192 Tree & Brush Removal from 2500 to 4250		ER/CK	3-0	Passed	
58	8/31/21	100	Amend 100-53-5347-342 Tree & Brush Chipper Gas from 800 to zero		TT/ER	3-0	Passed	
59	8/31/21	100	Amend 100-53-5347-390 Tree & Brush Tree Trimming from 500 to zero		TT/ER	3-0	Passed	
60	8/31/21	100	Amend 100-53-5347-810 Tree & Brush Outlay from 2000 to 3000		TT/ER	3-0	Passed	
61	8/31/21	100	Amend 100-56-5621-399 Weed Control Maint Ditch Mower from 1600 to 1200		TT/ER	3-0	Passed	
62	8/31/21	100	Amend 100-51-5110-110 City Council Wages from 14000 to 14400		ER/CK	2-0-1	Passed	add Council Pres. Stipend
63	8/31/21	100	Amend 100-51-5110-151 City Council Soc Sec from 1071 to 1101.60	to reflect Council wage increase				Recalculated per FC action
64	8/31/21	100 & 412	To Table amending 100-51-5142-110 Clerk Salary/Clerk from 36028 to 61,028 with corresponding change to Fund 412		CK/ER	3-0	Motion tabled	
65	8/31/21	100	Amend 100-51-5142-320 Clerk Dues & Memberships from 1800 to 2000		TT/ER	3-0	Passed	

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9/14/2021 11:34 AM

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66	9/2/21	812	Amend 812-411-4111-000 Local Taxes from 217695 to 212500	inserted after receipt from KM				2% upper over 2020 budget
67	9/2/21	812	Amending following per KM resubmittal: 55-5511-114 to 13710; 55-5511-221 to 6500; 55-5511-223 to 3700; 55-5511-231 to 15000; 55-5511-809 to 540; 56-5511-114 to 28500; 56-5511-792 to 750; 56-5511-794 to 7250	inserted after receipt from KM				
68	9/2/21	220	Amended revenues per WB 8/28 submittal for revenue:	inserted after FC notification to use "working number" prior to approval				
69	9/2/21	100	Amend 100-515141-190 from 900 to 600		ER/CK	3-0	Passed	
70	9/2/21	100	Amend 100-515141-199 from 1000 to 500		ER/CK	3-0	Passed	
71	9/2/21	200	Refer budget back to Cable Regulatory Board		CK/TT	3-0	Passed	Cable Bd resubmitted back on 9/8
72	9/9/21	200	Approve Fund 200 budget as presented		ER/CK	3-0	Passed	
73	9/9/21	200	Amend 812-411-4111-000 Local Taxes from 212500 to 210500		TT/CK	3-0	Passed	
74								