



136 North Monroe Street
Waterloo, WI 53594
Phone: (920) 478-3025
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www.waterloowi.us

PUBLIC NOTICE OF A COMMITTEE MEETING OF THE CITY OF WATERLOO COMMON COUNCIL

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and news media, that a public meeting will be held to consider the following:

COMMITTEE: FINANCE, INSURANCE & PERSONNEL COMMITTEE
DATE: September 16, 2021
TIME: 6:00 p.m.
LOCATION: Municipal Building Council Chamber, 136 N. Monroe Street
via remote conference or in-person for participants and public

Join Zoom Meeting: <https://us02web.zoom.us/j/89316780526?pwd=NnJrYktjMlhScjE4cm02anNqaG9ldz09>

Meeting ID: 893 1678 0526 Passcode: 364390

Dial-in By Phone +1 312 626 6799 US (Chicago)

Meeting ID: 893 1678 0526 Passcode: 364390

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF MEETING MINUTES: August 19, 2021 And Unapproved Budget Meetings Held On: September 9th, September 2nd, August 31st, August 26th, August 24th
3. PUBLIC COMMENT
4. UNFINISHED BUSINESS
 - a. Review And Consideration Of March 2021 Oak Hill Cemetery Funding Request
5. NEW BUSINESS
 - a. 2021 Budget Amendment #1 [this action combines all prior current year budget modifications into one formal amendment]
 - b. 2022 Budget Deliberations - Review And Action
 - i. Budget Status, Summary Review
 - ii. Parks Department
 - iii. Continuation Of Capital Planning And Capital Funding, Multiple Funds
 - iv. See Online Reports: <https://www.waterloowi.us/budget/pages/budget-2022>
 - c. August Financial Statements ([Reports Available Online](#))
 - i. Disbursements: \$532,652.77; Payroll: \$69,376.94 & Clerk/Treasurer's Reports
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Committee Calendar (for reference)
7. ADJOURNMENT

Mo Hansen
Clerk/Treasurer

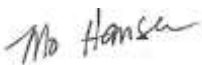
***See Council Packet
Committee Members: Thomas, Rhynes and Kuhl

Posted, Emailed & Distributed: 9/10/2021

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.

CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES
August 19, 2021

1. CALL TO ORDER AND ROLL CALL. Thomas called the meeting to order at 5:30 p.m. Members present: Thomas, & Kuhl. Absent: Rhynes. Other attending: Larry Holzhuetter; another unidentified individual; Mayor Quimby; Deputy Clerk/Treasurer Tschanz; Chief Sorenson; Utility Superintendent Sorenson; Library Director Mountford; Library Assistant Library Director Brueckner; Public Works Assistant Director Hauptli; Parks Coordinator Gabe Haberkorn; Fire Chief Benisch; Maureen Giese and Clerk/Treasurer Hansen.
2. APPROVAL OF MEETING MINUTES: July 15, 2021. MOTION: [Kuhl/Thomas] To approve the minutes as presented. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. UNFINISHED BUSINESS
 - a. Recommending Municipal Allocations Of American Rescue Act Of 2021 Funds, \$330,000. [Kuhl/Thomas] To recommend Council approval to fund 2021 radio purchases applying ARPA funds for Fire & Police department radios. VOICE VOTE: Motion carried.
 - b. Review And Consideration Of March 2021 Oak Hill Cemetery Funding Request. DISCUSSION: Larry Holzhuetter updated the committee. MOTION: [Kuhl/Thomas] To table requesting more information. VOICE VOTE: Motion carried.
5. NEW BUSINESS
 - a. Considering Municipal Residential Construction Fee Waivers Relating To Resolutions #2020-49 (Treyburn Farms Fees); #2019-30 (Condominiums); #2019-23 (Impact Fees); #2018-45 (Impact Fees and Building Fees). MOTION: [Kuhl/Thomas] To refer initiating impact fees to the Community Development Authority. VOICE VOTE: Motion carried.
 - b. Resolution 2021-34 Establishing A 2022 Municipal Vehicle Registration Fee Status Per Adopted Ordinance #2019-08. MOTION: [Kuhl/Thomas] To recommend Council approval of 2022 fees being the same as 2021. VOICE VOTE: Motion carried.
 - c. 2022 Budget Deliberations - Review And Action
 - i. Budget Status, Summary Review
 - ii. Continuation Of Capital Planning, Multiple Funds
 - iii. Police Department Operational Budget, Fund 100
 1. MOTION: [Kuhl/Thomas] To increase court fee expenses to \$15,000. VOICE VOTE: Motion carried.
 2. MOTION: [Kuhl/Thomas] To amend 100-52-5210-220 to \$2,500. VOICE VOTE: Motion carried.
 3. MOTION: [Kuhl/Thomas] To amend 100-52-5210-221 to \$5,550. VOICE VOTE: Motion carried.
 4. MOTION: [Kuhl/Thomas] To amend 100-52-5210-223 to \$2,500. VOICE VOTE: Motion carried.
 5. Thomas asked the Police Chief to get an estimated for radio maintenance.
 - iv. Library, Fund 812
 1. Thomas asked the Director to come back with a proposal showing a lower figure for City revenue contribution.
 - d. July Financial Statements ([Reports Available Online](#)). No action taken.
 - i. Disbursements, \$1,150,952.70; Payroll, \$111,081.87 & Clerk/Treasurer's Reports
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Committee Calendar. Noted.
7. ADJOURNMENT. MOTION: [Kuhl/Thomas] To adjourn. VOICE VOTE: Motion carried. Approximate time 6:45 pm



Mo Hansen
Clerk/Treasurer

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	

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	

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
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								

Mo Hansen

From: Larry and Tina <larryh@jefnet.com>
Sent: Wednesday, September 08, 2021 8:34 PM
To: Mo Hansen
Subject: RE: Oak Hill Cemetery Association / Larry Holzhueter follow-up

Mo,

That is correct . I would say we are looking for help with the mowing and possible snow removal of roads when there is a burial in the future hopefully starting in 2022. I did talk to the mowing people we used this year and they said it takes a day with two people. As I stated at the meeting if we keep having to hire out our mowing our association will be broke in 4 years. That is why we are reaching out to you ahead of time. We are willing to still manage it now but when it gets turned over to the city they would have to lay out the plots and mark the stones. If you have any more questions please reach out to me.

Thanks Larry Holzhueter

From: Mo Hansen <mhansen@waterloowi.us>
Sent: Wednesday, September 8, 2021 2:38 PM
To: LarryH@jefnet.com
Cc: Jim Beyer (thebs2@charter.net) <thebs2@charter.net>; Tim Haldiman (tim@serviceinsurance.us) <tim@serviceinsurance.us>; Tim Thomas <alder3@waterloowi.us>; Eric Rhynes <alder2@waterloowi.us>; Charles Kuhl <alderatlargea@waterloowi.us>; Jeni Quimby <mayor@waterloowi.us>
Subject: FW: Oak Hill Cemetery Association / Larry Holzhueter follow-up

Larry,

Thanks for attending the 8/19 Finance Committee meeting on behalf of the Oak Hill Cemetery Association. As you recall the City of Waterloo Finance Committee tabled the matter pending additional information. Please use this email to reply back with any new additional information. It is my understand the Association request is for a cash grant of \$8700 and/or assistance with mowing.

Mo Hansen | Clerk/Treasurer | [City of Waterloo](#) | 920.478.3025

From: Mo Hansen
Sent: Tuesday, August 03, 2021 9:28 AM
To: City of Waterloo, Mayor <mayor@waterloowi.us>; Eric Rhynes <alder2@waterloowi.us>; Jason Schoenwetter <alder1@waterloowi.us> <alder1@waterloowi.us>; Kuhl Charles <alderatlargea@waterloowi.us> <alderatlargea@waterloowi.us>; Mike Tschanz <mtschanz@waterloowi.us> <mtschanz@waterloowi.us>; Petts Jeanette <alder4-5@waterloowi.us> <alder4-5@waterloowi.us>; Rich Weihert <alderatlargeb@waterloowi.us> <alderatlargeb@waterloowi.us>; Ron Griffin <griffinrepair@gmail.com> <griffinrepair@gmail.com>; Thomas Tim <alder3@waterloowi.us> <alder3@waterloowi.us>
Cc: Jim Beyer (thebs2@charter.net) <thebs2@charter.net>; Tim Haldiman (tim@serviceinsurance.us) <tim@serviceinsurance.us>
Subject: RE: Oak Hill Cemetery Association / Larry Holzhueter follow-up

Mayor,

Below are the prior yearly subsidies from the City to the Association. No tax dollars were allocated in the 2012-2021 period.

		2012	2011	2010	2009	2008	2007
Acct	Description						
100-54-5491-290	Oak Hill Subsidy	0	\$2,000	\$4,000	\$4,000	\$4,000	0

Mo Hansen | Clerk/Treasurer | [City of Waterloo](#) | 920.478.3025

From: Jeni Quimby <mayor@waterloowi.us>
Sent: Monday, August 02, 2021 12:46 PM

To: Tim Thomas <alder3@waterloowi.us>; Eric Rhynes <alder2@waterloowi.us>; Jason Schoenwetter <alder1@waterloowi.us>; Charles Kuhl <alderatlargea@waterloowi.us>; Jeanette Petts <alder4-5@waterloowi.us>; Rich Weihert <alderatlargeb@waterloowi.us>; Ron Griffin (griffinrepair@gmail.com) <griffinrepair@gmail.com>; Mo Hansen <mhansen@waterloowi.us>; Jason Schoenwetter <alder1@waterloowi.us>; Charles Kuhl <alderatlargea@waterloowi.us>; Jeanette Petts <alder4-5@waterloowi.us>; Rich Weihert <alderatlargeb@waterloowi.us>; Ron Griffin (griffinrepair@gmail.com) <griffinrepair@gmail.com>; Mo Hansen <mhansen@waterloowi.us>

Cc: Jim Beyer (thebs2@charter.net) <thebs2@charter.net>; Tim Haldiman (tim@serviceinsurance.us) <tim@serviceinsurance.us>; Jim Beyer (thebs2@charter.net) <thebs2@charter.net>; Tim Haldiman (tim@serviceinsurance.us) <tim@serviceinsurance.us>

Subject: RE: Oak Hill Cemetery Association / Larry Holzhueter follow-up

Mo, can you advise the dollar figure we used to give them, probably 10 years ago or so? I don't recall it being this much, but regardless we'll need to come up with a plan going forward.

Thanks,

Jenifer Quimby / Mayor 2019 City of Waterloo, WI
920-478-3025 / 608-516-3363 cell

From: Tim Thomas <alder3@waterloowi.us>

Sent: Monday, August 2, 2021 12:45 PM

To: Jeni Quimby <mayor@waterloowi.us>; Eric Rhynes <alder2@waterloowi.us>; Jason Schoenwetter <alder1@waterloowi.us>; Charles Kuhl <alderatlargea@waterloowi.us>; Mike Tschanz <mtschanz@waterloowi.us>; Jeanette Petts <alder4-5@waterloowi.us>; Rich Weihert <alderatlargeb@waterloowi.us>; Ron Griffin (griffinrepair@gmail.com) <griffinrepair@gmail.com>; Mo Hansen <mhansen@waterloowi.us>; Jason Schoenwetter <alder1@waterloowi.us>; Charles Kuhl <alderatlargea@waterloowi.us>; Mike Tschanz <mtschanz@waterloowi.us>; Jeanette Petts <alder4-5@waterloowi.us>; Rich Weihert <alderatlargeb@waterloowi.us>; Ron Griffin (griffinrepair@gmail.com) <griffinrepair@gmail.com>; Mo Hansen <mhansen@waterloowi.us>

Cc: Jim Beyer (thebs2@charter.net) <thebs2@charter.net>; Tim Haldiman (tim@serviceinsurance.us) <tim@serviceinsurance.us>; Mike Tschanz <mtschanz@waterloowi.us>; Jim Beyer (thebs2@charter.net) <thebs2@charter.net>; Tim Haldiman (tim@serviceinsurance.us) <tim@serviceinsurance.us>; Mike Tschanz <mtschanz@waterloowi.us>

Subject: Re: Oak Hill Cemetery Association / Larry Holzhueter follow-up

Please add it to the August agenda

Thanks

Tim

Sent from my U.S.Cellular® Smartphone

From: Mo Hansen <mhansen@waterloowi.us>

Sent: Monday, August 2, 2021 11:30:09 AM

To: Jeni Quimby <mayor@waterloowi.us>; Eric Rhynes <alder2@waterloowi.us>; Jason Schoenwetter <alder1@waterloowi.us>; Charles Kuhl <alderatlargea@waterloowi.us>; Mike Tschanz <mtschanz@waterloowi.us>; Jeanette Petts <alder4-5@waterloowi.us>; Rich Weihert <alderatlargeb@waterloowi.us>; Ron Griffin (griffinrepair@gmail.com) <griffinrepair@gmail.com>; Tim Thomas <alder3@waterloowi.us>

Cc: Jim Beyer (thebs2@charter.net) <thebs2@charter.net>; Tim Haldiman (tim@serviceinsurance.us) <tim@serviceinsurance.us>; Mike Tschanz <mtschanz@waterloowi.us>

Subject: Oak Hill Cemetery Association / Larry Holzhueter follow-up

Mayor and Finance, Insurance & Personnel Committee:

This morning I spoke with Oak Hill Cemetery Association head, Larry Holzhueter (920-285-3963) as a follow-up to the Association's earlier Finance Committee presentation.

- Larry projected, at the current rate of income and expense, the Association would be in the red in 4-6 years.

- He said the Association ask is as it was earlier in the year -- an annual municipal allocation of \$8,700 to fund Association operations.
 - He added, the recent July storm generated \$2,000 in tree removal expense.
- He indicated the purpose of the funding request is to put off the date in time when the Association defaults and turns the cemetery over to the City.

Tim, do you want this topic on the August 19th Finance Committee agenda? If so, Larry is able to attend.

Mo Hansen | Clerk/Treasurer | [City of Waterloo](#) | 920.478.3025

Oak Hill Cemetery Assn

For more than twenty year prior to 2011 the City of Waterloo allocated funds to the cemetery assn for operating expenses. Allocation for 2010 was \$4,000.00 which was reduced to \$2,000.00 in 2011. No funds have been allocated since 2011.

Last time the assn met with the City Council was July 16, 2015. At that time we requested and yearly allocation of \$4,000.00. That request was denied.

Over the past 9 years our balances have been reduced by \$32,726.00.

Average loss for 9 years	\$3,636.00
Loss without \$10,000. donation	\$4,747.00

If the city would have maintained the allocation of \$4,000.00 per year, our treasury would have remained stable.

LOOKING FORWARD

Estimated annual loss based on history	\$4,747.00
Increase cost of mowing - \$12,000.00 now versus past \$8,000.00	<u>\$4,000.00</u>
Estimated annual loss of cemetery balances	\$8,700.00

OPTIONS

The association will operate the property and when funds are depleted, the property will be turned over to the City of Waterloo

OR

The City of Waterloo will allocate money to cover the operating deficit on a yearly basis with the association operating the cemetery on a day to day basis.

OR

The City of Waterloo would take responsibility for lawn mowing and snow plowing with the association operating the cemetery on a day to day basis.

Oak Hill Cemetery Assn.

Year Ending	Balances of Assn.	Cost of Mowing
12/31/11	\$90,006.	\$ 7,676.
12/31/12	\$87,870.	\$ 6,451.
12/31/13	\$82,526.	\$ 7,984.
12/31/14	\$78,225.	\$ 6,712.
12/31/15	\$72,421.	\$ 7,169.
12/31/16	\$65,703.	\$ 8,430.
12/31/17	\$57,238.	\$ 8,135.
12/31/18	\$46,261. (repair sign \$3,700. seal coat driveway \$4,816.)	\$ 5,635.*
12/31/19	\$45,864.	\$ 5,795.*
12/31/20	\$57,280. (Lot sales \$10,200. Donation \$10,000.)	\$11,200.*
12/31/21	?	\$12,000. Est. (24 mowings @ \$500.)

*Went to individual contractor for mowings.

For years 2011 thru 2017 the cost of mowing does not include the cost of mower equipment.

Where does cemetery income come from:

\$250.00 per burial

\$700.00 per lot sale

Interest income on balances are very low due to market rates.

Year	Burial	Cremation	Total	Lot Sales
2010	8	4	12	6
2011	4	3	7	4
2012	10	3	13	6
2013	5	5	10	1
2014	6	5	11	4
2015	3	0	3	4
2016	8	5	13	3
2017	8	4	12	2
2018	3	2	5	8
2019	6	6	12	6
2020	10	5	15	17

Draft For Finance Comm.
recommendation to City
Council

RESOLUTION #XX

number to be inserted
when on Council
agenda

A RESOLUTION AMENDING THE 202 BUDGET

WHEREAS, the City of Waterloo has levied taxes and appropriated monies for expenditures for City operations in 2021, and

WHEREAS, unforeseen circumstances and events occurred in 2021, previously unanticipated when the budget was originally adopted,

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Waterloo that the 2021 budget be amended as follows:

AMENDMENT DUE TO INCREASE/DECREASE IN REVENUE/EXPENSE

		ORIGINAL 2021 BUDGET	ADJUSTMENT	AMENDED 2021 BUDGET
FUND 100 GENERAL				
FUND EXPENSES				
100-52-5211-819	Police Patrol Outlay Squad(21-Squad Purchase)	25,000.00	(25,000.00)	-
	TOTALS	25,000.00	(25,000.00)	-
FUND 400 CAPITAL				
EXPENDITURES				
400-57-5701-817	Capital Proj Squad Car-(21 Squad Purchase)	\$ -	\$ 25,000.00	25,000.00
400-57-5701-818	Capital Proj DPW - (Res-2021-12) Skid Steer	-	17,900.00	17,900.00
	TOTALS	-	42,900.00	42,900.00

ADOPTED at a regular meeting of the Common Council on XXX

Jenifer Quimby
Mayor

Mo Hansen
Ciy Clerk/Treasurer



136 North Monroe Street
Waterloo, WI 53594-1198
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Fax: (920) 478-2021
www.waterloowi.us

RESOLUTION #2021-12
**Authorizing The Purchase Of, And Directing The Creation Of A Budget Amendment For, A Public Works
Department Skid Steer Equipment Purchase In An Amount Not To Exceed \$17,900**

Whereas, the Public Works & Property Committee upon the Public Works Director's request voted unanimously at its April meeting to recommend to the City Council a purchase of Skid Steer Equipment not to exceed \$17,900, and;

Therefore, Be It Resolved, by the Common Council of the City of Waterloo, Wisconsin, that it hereby approves the request and directs the Clerk/Treasurer to prepare a budget amendment increasing 2021 capital expenditures by an amount not to exceed \$17,900 with a corresponding amendment authorizing the use of previously allocated (or reserved) DPW Equipment funds in the same amount.

PASSED AND ADOPTED this 4/15, 2021.

Attest: Mo Hansen
Mo Hansen, Clerk/Treasurer

City of Waterloo

Signed:

Jenifer Quimby
Mayor Jenifer Quimby

City of Waterloo – Capital Purchase Request Form For Budgeting Purposes PHOTOCOPY OR DUPLICATE THIS FORM AS NEEDED

2021-2025 Department: W.P.D. Submitted By: D. Sorenson Date: 7-20-2020

Project Name: Squad Car Fund

Priority 1 (1 High... 5 Low)

Description.....

Squad Replacement

Justification.....

Replace 2015 Squad with 90,000 miles in January of 2021

Expenditure Amounts

Prior Expenditure	2021	2022	2023	2024	2025	Total	Future Total
34000.00	25000	34000	34000	35000	35000	163000	163000

Funding Source(s)

	2021	2022	2023	2024	2025	Total	Future Total
1.							
2.							
3.							

Operating Budget Impact

Prior Total	2021	2022	2023	2024	2025	Total	Future Total
Change In Operating Expense Due To Purchase							

Finance Committee Meeting Material Notes and Online Links

2022 Budget Deliberations

See Online Reports: <https://www.waterloowi.us/budget/pages/budget-2022>

August Financial Statements

Financial Statements ([Reports Available Online](#))

City of Waterloo Finance, Insurance & Personnel Committee -- Annual Calendar

revised: 3/27/2021 -- by Committee Chair

- Meeting night: 3rd Thursday of month at 6:00 pm
- Monthly recurring: review of disbursements, payroll and treasurer's reports

JANUARY <input type="checkbox"/> Review of Department Heads as needed
FEBRUARY <input type="checkbox"/> Review of potential closure of Tax Incremental District No. 4
MARCH
APRIL <input type="checkbox"/> § 53-12 Review of debt schedules & debt refunding opportunities.
MAY <input type="checkbox"/> Addressing items raised in financial audit.
JUNE <input type="checkbox"/> Mayor's Budget start date; build Council consensus for budget policy objectives; practice two-year budgeting. <input type="checkbox"/> Tax Incremental Finance Districts, review. <input type="checkbox"/> Impact Fees, review.
JULY <input type="checkbox"/> Addressing items raised in worker compensation audit. <input type="checkbox"/> Review and recommend Current Year Budget Amendment #1 (Jan. – June)
AUGUST <input type="checkbox"/> Budget deliberation.
SEPTEMBER <input type="checkbox"/> § 53-14 Updating capital improvement plan. <input type="checkbox"/> Budget deliberation.
OCTOBER <input type="checkbox"/> Initial review of calendar year insurance renewal policies. <input type="checkbox"/> Final Committee budget recommendation to full City Council. <input type="checkbox"/> 2020 Clerk/Treasurer Evaluation, review.
NOVEMBER <input type="checkbox"/> Final review of calendar year insurance renewal policies.
DECEMBER <input type="checkbox"/> WPPA Contract multi-year contract, renewal (when applicable) <input type="checkbox"/> Review and recommend Current Budget Amendment #2 (July – Dec.)