

**CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES**  
**June 18, 2020**

1. CALL TO ORDER AND ROLL CALL. Thomas called the meeting to order at 6:00 p.m. Members present Thomas, Kuhl & Rhynes. Absent: none. Those also participating remotely or in-person: Utility Superintendent Barry Sorenson; Mayor Quimby and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL – Prior unapproved minutes. MOTION: Moved by Kuhl, second Rhynes to approve the June 9<sup>th</sup> and May 21<sup>st</sup> minutes. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. The Mayor appointed Barry Sorenson to the Plan Commission. He asked if he could be considered a consultant for tax purposes to avoid having taxes taken out of his check. Hansen said he would check into it.
4. UNFINISHED BUSINESS
  - a. Purchasing And Procurement Policy Review – Draft. MOTION: Moved by Kuhl, seconded by Rhynes to table the matter until July 9<sup>th</sup>. VOICE VOTE: Motion carried.
  - b. Tax Incremental Finance Districts 2, 3 & 4, Reports. Hansen briefed attendees on Districts 2, 3 and 4. No action taken.
5. NEW BUSINESS
  - a. 2020 Projected Year End Revenues/Expenditures Applying Department's June Estimates. Hansen provided projection data submitted by each of the department heads. No action taken.
  - b. Considering Ordinance Modifications To The Annual Budget Process. MOTION: Moved by Rhynes, seconded by Kuhl to table consideration until July 9<sup>th</sup>. VOICE VOTE: Motion carried.
  - c. May Financial Statements. MOTION: Moved by Kuhl, seconded by Rhynes to approve disbursements, payroll and the reports. ROLL CALL VOTE: Ayes: Kuhl, Rhynes and Thomas. Motion carried.
    - i. General Disbursements - \$1,601,113.07 \*\*\*\*\*
    - ii. Payroll – \$66,360.31 \*\*\*\*\*
    - iii. Treasurer's Report & Budget Reports \*\*\*\*\*
  - d. Identifying And/or Addressing Items Raised In Prior Year Financial Audit (calendar). Thomas indicated he had no audit items. No action taken.
  - e. Mayor's 2020 Budget Start; Build Council Consensus For Budget Policy Objectives; Practice Two-Year Budgeting (calendar). The Committee discussed the process in general terms. No action taken.
  - f. Impact Fee Review. It was noted that the fee waiver extended out a considerable amount of time. No action taken.
  - g. Police Lieutenant Compensatory Time Waiver, Review. The Committee reviewed the Lieutenant's use of compensatory time and by consensus determined that the waiver could lapse.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. A 7 pm time was set for a July 9<sup>th</sup> meeting.
7. ADJOURNMENT. MOTION: Moved by Kuhl, seconded by Rhynes to adjourn. VOICE VOTE: Motion carried. The time was approximately 6:50 pm.



Mo Hansen  
Clerk/Treasurer