



136 North Monroe Street
Waterloo, WI 53594
Phone: (920) 478-3025
Fax: (920) 478-2021
www.waterloowi.us

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

*** Agenda Revised 12/16/2019 1:21 PM ***

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: December 19, 2019
TIME: 6:00 pm
LOCATION: Municipal Building Council Chamber, 136 N. Monroe Street

1. CALL TO ORDER AND ROLL CALL
2. MEETING MINUTES APPROVAL: 08/29/2019, 09/03/2019, 10/01/2019 08/15/2019, 09/19/2019, 10/17/2019, 11/21/2019 Meetings
3. PUBLIC COMMENT
4. UNFINISHED BUSINESS
 - a. 2020 Property And Liability Insurance Renewals ***
 - b. Park Budget
5. NEW BUSINESS
 - a. **Public Works Department Request - Bobcat Tooth Bucket**
 - b. October Financial Statements
 - i. General Disbursements - \$112,636.90 ***
 - ii. Payroll - \$66,567.68 ***
 - iii. Treasurer's Report & Budget Reports ***
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Tax Incremental Finance Districts 1-4, Return On Investment By Project Report (report incomplete)
 - b. 2019 Carry Overs [January]
 - c. Committee Calendar
7. ADJOURNMENT

Mo Hansen
Mo Hansen
Clerk/Treasurer

***See Council Packet; Digital Version As Stand Alone Document On Webpage

Committee Members: Thomas, Griffin and Kuhl

revised 12/16/2019

Posted, Emailed & Distributed: 12/14/2019

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.

Finance Committee Notes

Minutes to be made available at the Thursday meeting

CITY OF WATERLOO

BALANCE SHEET
NOVEMBER 30, 2019

225-SPECIAL REVENUE PARKS

ASSETS

225-11100	TREASURER'S CASH	(152,160.45)	
225-11400	PARKS ATM CHECKING ACCOUNT	4,299.63	
225-11800	PETTY CASH	1,000.00	
225-11850	PETTY CASH PARKS ATM	3,255.00	
225-11900	PETTY CASH CAROUSEL	50.00	
	TOTAL ASSETS		(143,555.82)

LIABILITIES AND EQUITY

LIABILITIES

225-24301	SECURITY DEPOSITS	100.00	
	TOTAL LIABILITIES		100.00

FUND EQUITY

225-32600	FUND BALANCE	(131,867.84)	
225-32602	FIREMEN'S PARK	(81.54)	
225-34105	FUND BALANCE SHOE FACTORY	17,280.39	
225-39999	FUND BALANCE-CAROUSEL	28,164.23	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	(57,151.06)	
	TOTAL FUND EQUITY		(143,655.82)
	TOTAL LIABILITIES AND EQUITY		(143,555.82)

CITY OF WATERLOO
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

FUND 225 - SPECIAL REVENUE PARKS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>TAXES</u>					
225-41-4111-000 LOCAL TAX-GENERAL FUND	.00	84,000.00	84,000.00	.00	100.0
TOTAL TAXES	.00	84,000.00	84,000.00	.00	100.0
<u>LICENSES & PERMITS</u>					
225-44-4421-000 DOG PARK LICENSE	.00	350.00	1,100.00	750.00	31.8
TOTAL LICENSES & PERMITS	.00	350.00	1,100.00	750.00	31.8
<u>PUBLIC CHARGES FOR SERVICE</u>					
225-46-4620-000 FACILITY RENTAL TRAILHEAD	.00	1,500.00	3,000.00	1,500.00	50.0
225-46-4622-000 FACILITY RENTAL FIREMEN'S PARK	3,700.00	28,432.80	35,000.00	6,567.20	81.2
225-46-4624-000 FACILITY RENTAL OTHER	.00	915.00	.00	(915.00)	.0
225-46-4630-000 PARKS CONCESSIONS	328.00	8,531.00	5,000.00	(3,531.00)	170.6
225-46-4632-000 PARKS ALCOHOL	2,434.00	44,216.00	45,000.00	784.00	98.3
225-46-4636-000 PARKS ADVERTISING FEE	.00	1,350.00	3,000.00	1,650.00	45.0
225-46-4638-000 PARKS BARTENDERS	384.00	3,632.00	3,500.00	(132.00)	103.8
225-46-4674-000 CAROUSEL RENTAL	.00	900.00	500.00	(400.00)	180.0
TOTAL PUBLIC CHARGES FOR SERVICE	6,846.00	89,476.80	95,000.00	5,523.20	94.2
<u>MISCELLANEOUS REVENUES</u>					
225-48-4800-000 MISC REVENUES	8.75	212.60	200.00	(12.60)	106.3
225-48-4830-000 SALE OF CITY PROPERTY	.00	217.00	.00	(217.00)	.0
225-48-4852-000 DONATIONS FIREMEN'S PARK	200.00	1,305.70	.00	(1,305.70)	.0
225-48-4854-000 DONATIONS CAROUSEL	40.00	2,687.63	.00	(2,687.63)	.0
225-48-4856-000 DONATIONS DOG PARK	.00	24.00	.00	(24.00)	.0
225-48-4860-000 DONATIONS NOT SPECIFIED	.00	2,630.69	25,000.00	22,369.31	10.5
225-48-4862-000 DONATIONS JULY 4TH	.00	5,750.51	7,500.00	1,749.49	76.7
TOTAL MISCELLANEOUS REVENUES	248.75	12,828.13	32,700.00	19,871.87	39.2
<u>OTHER FINANCING SOURCES</u>					
225-49-4930-000 FUNDS APPLIED TO BUDGET	.00	.00	1,000.00	1,000.00	.0
225-49-4935-000 DESIGNATED FUNDS APPLIED	.00	.00	16,780.00	16,780.00	.0
TOTAL OTHER FINANCING SOURCES	.00	.00	17,780.00	17,780.00	.0
TOTAL FUND REVENUE	7,094.75	186,654.93	230,580.00	43,925.07	81.0

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FUND 225 - SPECIAL REVENUE PARKS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>LEGISLATIVE SUPPORT</u>					
225-51-5112-390 LEGIS SUPPORT SALES TAX	247.84	4,082.26	1,000.00	(3,082.26)	408.2
TOTAL LEGISLATIVE SUPPORT	247.84	4,082.26	1,000.00	(3,082.26)	408.2
<u>MACHINERY & EQUIPMENT</u>					
225-53-5324-340 MACH & EQUIP SUPPLY GROUNDS	.00	2,815.07	2,000.00	(815.07)	140.8
225-53-5324-342 MACH & EQUIP GAS & OIL	.00	1,926.95	1,750.00	(176.95)	110.1
225-53-5324-354 MACH & EQUIP REP EQUIP GROUN	.00	472.26	1,500.00	1,027.74	31.5
TOTAL MACHINERY & EQUIPMENT	.00	5,214.28	5,250.00	35.72	99.3
<u>PARKS ADMIN</u>					
225-55-5505-292 PARKS ADMIN MARKETING	.00	3,911.10	2,500.00	(1,411.10)	156.4
225-55-5505-320 PARKS ADMIN DUES & MEMBERSHIP	.00	160.00	250.00	90.00	64.0
225-55-5505-350 PARKS ADMIN OFFICE SUPPLIES	.00	113.74	125.00	11.26	91.0
225-55-5505-380 PARKS ADMIN COMPUTER MAINT/SUP	.00	157.84	250.00	92.16	63.1
225-55-5505-399 PARKS ADMIN MISC	.00	1,293.00	2,500.00	1,207.00	51.7
TOTAL PARKS ADMIN	.00	5,635.68	5,625.00	(10.68)	100.2
<u>PARKS - FIREMEN'S PARK</u>					
225-55-5510-211 FIREMEN'S PARK LEGAL FEES	.00	192.50	.00	(192.50)	.0
225-55-5510-221 FIREMEN'S PARK ELECTRIC	1,039.90	12,270.21	12,500.00	229.79	98.2
225-55-5510-222 FIREMEN'S PARK HEAT	458.46	3,053.80	4,500.00	1,446.20	67.9
225-55-5510-223 FIREMEN'S PARK WATER/SEWER	488.73	5,878.63	4,000.00	(1,878.63)	147.0
225-55-5510-341 FIREMEN'S PARK COMMUNICATION	179.97	1,631.10	1,250.00	(381.10)	130.5
225-55-5510-350 FIREMEN'S PARK FACILITY SUPPLY	50.47	2,642.32	1,500.00	(1,142.32)	176.2
225-55-5510-351 FIREMEN'S PARK FACILITY MAINT	1,335.26	15,305.09	10,000.00	(5,305.09)	153.1
225-55-5510-354 FIREMEN'S PARK ALCOHOL	433.78	19,331.66	20,000.00	668.34	96.7
225-55-5510-356 FIREMEN'S PARK CONCESSIONS	379.77	5,689.91	2,000.00	(3,689.91)	284.5
225-55-5510-357 FIREMEN'S PARK DOG PARK	.00	53.93	500.00	446.07	10.8
225-55-5510-358 FIREMEN'S PARK JULY 4TH EVENT	.00	13,238.00	12,000.00	(1,238.00)	110.3
225-55-5510-359 FIREMEN'S PARK ENTERTAINMENT	.00	4,825.00	5,000.00	175.00	96.5
225-55-5510-360 FIREMEN'S PARK CAROUSEL	168.00	1,072.88	1,000.00	(72.88)	107.3
TOTAL PARKS - FIREMEN'S PARK	4,534.34	85,185.03	74,250.00	(10,935.03)	114.7

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	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>PARKS - TRAILHEAD</u>					
225-55-5520-221 TRAILHEAD-WRT ELECTRIC	155.48	1,818.24	1,250.00	(568.24)	145.5
225-55-5520-222 TRAILHEAD-WRT HEAT	.00	577.76	1,750.00	1,172.24	33.0
225-55-5520-223 TRAILHEAD-WRT WATER/SEWER	108.60	1,191.72	850.00	(341.72)	140.2
225-55-5520-240 TRAILHEAD- WRT BLDG MAINT	48.44	411.35	250.00	(161.35)	164.5
225-55-5520-290 TRAILHEAD-WRT CLEAN CONTRACT	.00	3,200.00	2,000.00	(1,200.00)	160.0
225-55-5520-291 TRAILHEAD-WRT SECURITY CONTR	.00	1,124.20	2,000.00	875.80	56.2
225-55-5520-341 TRAILHEAD-WRT COMMUNICATION	.00	225.00	1,000.00	775.00	22.5
225-55-5520-350 TRAILHEAD-WRT CLEANING SUPPLY	14.99	14.99	.00	(14.99)	.0
TOTAL PARKS - TRAILHEAD	327.51	8,563.26	9,100.00	536.74	94.1
<u>PARKS WAGES</u>					
225-55-5522-110 PARKS SALARY COORDINATOR	3,726.92	42,673.31	47,500.00	4,826.69	89.8
225-55-5522-124 PARKS SEASONAL GROUNDS	432.99	10,426.95	10,000.00	(426.95)	104.3
225-55-5522-125 PARKS WAGES PART-TIME	525.00	7,970.00	5,000.00	(2,970.00)	159.4
225-55-5522-151 PARKS SOC SEC	349.39	4,730.25	4,782.00	51.75	98.9
225-55-5522-152 PARKS RETIREMENT	244.12	2,929.44	3,250.00	320.56	90.1
225-55-5522-153 PARKS HEALTH INS	1,531.47	16,846.17	18,378.00	1,531.83	91.7
225-55-5522-154 PARKS INCOME & LIFE INS	12.54	137.94	100.00	(37.94)	137.9
TOTAL PARKS WAGES	6,822.43	85,714.06	89,010.00	3,295.94	96.3
<u>PARKS - OTHER</u>					
225-55-5530-221 PARKS OTHER ELECTRIC	12.36	123.71	100.00	(23.71)	123.7
225-55-5530-223 PARKS OTHER WATER & SEWER	.00	265.22	300.00	34.78	88.4
225-55-5530-510 PROPERTY INSURANCE	.00	2,906.00	307.00	(2,599.00)	946.6
225-55-5530-511 WORKER'S COMPENSATION	.00	1,990.00	1,922.00	(68.00)	103.5
225-55-5530-512 LIABILITY INSURANCE	.00	3,054.00	1,062.00	(1,992.00)	287.6
TOTAL PARKS - OTHER	12.36	8,338.93	3,691.00	(4,647.93)	225.9
<u>225-57-5701-800 CAPITAL PROJECTS</u>					
225-57-5701-800 CAPITAL PROJECTS	.00	41,072.49	40,000.00	(1,072.49)	102.7
TOTAL DEPARTMENT 5701	.00	41,072.49	40,000.00	(1,072.49)	102.7
TOTAL FUND EXPENDITURES	11,944.48	243,805.99	227,926.00	(15,879.99)	107.0
NET REVENUE OVER(UNDER) EXPENDITURES	(4,849.73)	(57,151.06)	2,654.00		