



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
COMMON COUNCIL OF THE CITY OF WATERLOO**

Agenda Revised 2/3/16 at 3:54 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: February 4, 2016
TIME: 5:30 p.m.
LOCATION: Municipal Building Council Chamber, 136 N. Monroe Street

1. CALL TO ORDER AND ROLL CALL
2. MEETING MINUTES APPROVAL: September 3, September 17, October 1, October 15, 2015, November 19, 2015, December 17, 2015 and January 21, 2016
3. PUBLIC COMMENT
4. UNFINISHED BUSINESS
 - a. Treasurer's Report & Budget Reports For October, November & December 2015 **
 - b. Tax Incremental Finance Review
 - c. Service Provider Contract Review, Determining 2016 Priorities
 - d. Multi-year Budgeting
 - i. 2016 – 2020 Capital Improvement Plan
 - e. Property Assessment Review
 - f. Public Works Director Request For An Additional Full-Time Position
5. NEW BUSINESS
 - a. Transferring Remnant Municipal Parcels To Adjacent Property Owners
 - b. Resolution #2016-02 Approval Of Fiscal Year Assignments ***
 - i. Clerk/Treasurer Policy Options For One-time Allocation Of To Parks Budget
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
7. ADJOURNMENT

Mo Hansen
Clerk/Treasurer

****See Council Packet**

Committee Members: Springer, Quimby and Griffin

Revised: 02/03/2016

Posted, Emailed & Distributed: 02/02/2016

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
JANUARY 21, 2016

1. CALL TO ORDER AND ROLL CALL. Committee Chair Springer called the meeting to order at 6:00 p.m. Committee members present: Springer, Quimby and Griffin. Absent: none. Others attending: Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: MOTION: Moved by Quimby, seconded by Griffin to approve the December 17, 2015 meeting minutes and to table approval of all previously unapproved meeting minutes. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. Those present made known the need to complete meetings promptly.
4. UNFINISHED BUSINESS.
 - a. Gary Yerges, Public Works Director, Request For An Additional Full-Time Position – Tabled From A Prior Meeting. DISCUSSION: To attempt to reduce DPW summer lawn care responsibilities in a cost effect manner, Hansen said DPW Director Yerges and Jefferson County Parks Director Joe Nehmer agreed to a one-time test mow to measure the County's costs and to measure the quality of mowing Firemen's Park ball diamonds, Morrison Field, Youker Park, and the Waterloo Regional Trailhead were identified as test areas with future potential County services to the City to be evaluated after the test. Hansen said Brian Schleif had announced his retirement effective February 22. He said hiring of a fourth DPW staff person would commence. Quimby said to hold off on a decision regarding additional staff until an evaluation of the value a new hire adds to the department can take place. No action taken.
5. NEW BUSINESS
 - a. Payroll For December 2015 - \$75,039.03. MOTION: Moved by Quimby, seconded by Griffin to recommend Council approval of general disbursements for the period listed and as presented. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
 - b. Disbursements – December 18, 2015 Through December 31, 2015. MOTION: Moved by Quimby, seconded by Griffin to recommend Council approval of general disbursements for the period listed and as presented. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
 - c. General Disbursements – January 1, 2016 Through January 21, 2016. MOTION: Moved by Quimby, seconded by Griffin to recommend Council approval of general disbursements for the period listed and as presented. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
 - d. Treasurer's Report & Budget Reports For October, November & December 2015. MOTION: Moved by Quimby, seconded by Griffin to table approval until February 4, 2016. VOICE VOTE: Motion carried.
 - e. Employee Handbook Changes.
 - i. Fire Department Holiday Schedule Change. MOTION: Moved by Quimby, seconded by Griffin to recommend to Council approval of the changes as proposed by Alderperson Springer in consultation with Chief Butzine and Lois Baird. VOICE VOTE: Motion carried.
 - f. Tax Incremental Finance Review. DISCUSSION: Hansen provided background information on the Façade Grant program and the companion Tenant Improvement Grant program. He said a review should be considered. He said parameters such as how many times a property might be eligible should be considered. No action taken.
 - g. Service Provider Contract Review. DISCUSSION: Hansen presented a handout titled Contract Services Costs Over Time showing existing provider expenses. He asked the Committee for direction on which service to consider for a 2016 thorough review and perhaps rebidding of work. No action taken.
 - h. Multi-year Budgeting. DISCUSSION: Hansen presented handout outlining the value of a multi-year budget approach. No action taken.
 - i. Property Assessment Review. DISCUSSION: Hansen documented that the City currently is technically in compliance with state law regarding the ratio of assessed value of property and the state calculated equalized fair market value of property in Waterloo. But he indicated that absent a revaluation, overtime, distortions and inequities can occurring when comparing similar property. No action taken.

6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

a. The body agreed to meet on 2/4/2016 for 2015 budget matters.

7. ADJOURNMENT. MOTION: Moved by Quimby, seconded by Griffin to adjourn. VOICE VOTE: Motion carried. Approximate time: 6:55 p.m.

Attest:

A handwritten signature in black ink that reads "Mo Hansen". The signature is written in a cursive, slightly slanted style.

Mo Hansen
Clerk/Treasurer

TO: FINANCE COMMITTEE
FROM: MO HANSEN
SUBJECT: TAX INCREMENTAL FINANCE REVIEW – EXISTING PROGRAMS
DATE: JANUARY 21, 2016

Attached is a program outline for the existing Façade Grant and Interior Build-Out Grant.

Since 1/1/2013 twenty-seven matching grants have been awarded totaling to \$80,290 have been awarded to downtown business owners and merchants qualifying for improvements. Because it is a matching grant, \$160,580 have been invested in the downtown due to these programs.

1. These programs should be reviewed.
2. Available funding is not a bottomless pit.
3. Are our priorities correct for 2016- 2020?



**WATERLOO FACADE & TENANT IMPROVEMENT
MATCHING GRANT PROGRAM
OVERVIEW & GUIDELINES**

IN SUMMARY:

This is a matching grant program for eligible property improvement projects. Matching grants are available to fund 50% of eligible project costs up to \$5,000 per project. The minimum total project size to be considered for a matching grant is \$1,000 (for a matching award of up to \$500).

General Program Guidelines:

- Property owner or tenant must apply for funds to be used within the Tax Increment District number 2 (generally downtown – see map).
- Applicant must be located in a building which contributes to the property tax base for Waterloo.
- Projects that have already begun construction or which were completed in the past are not eligible to apply for funds. Funds spent in the six months prior to the date of application for design or engineering services associated with the proposed project are considered eligible expenses.
- Applicant must be current on all mortgage, tax and utility payments, and tenant applicants must be current in lease payments to the property owner. Prospective businesses interested in opening in Waterloo are eligible to apply with approval from landlord and with a signed lease agreement in place (lease may be contingent upon project funding).
- Property owners may apply for both façade and tenant improvement program funds under separate applications and a tenant may apply for improvement funds even if the landlord has also applied for façade improvements. Each project will be judged on its own merits and no preference or penalty will be given for multiple projects.
- Eligible project costs include both hard costs (construction) as well as soft costs (design and engineering). However, the majority of total project cost should be hard costs.
- Preference will be given to projects which will leverage the most private investment for each dollar of public funds and provide the greatest public benefit.
- Work must be completed according to the approved plan within 120 days of approval of the grant unless a specific exemption is granted. Any changes to the work plan must be approved by the City in advance. Failure to do so may result forfeiture of grant money.
- Once project is complete, applicant will notify the City, which will review final work to ensure that the results are comparable to the initial proposal. The building inspector will also review the property for code violations associated with the project area (i.e. in first floor space for a tenant improvement grant, or on the exterior of the building for a façade grant). Any identified violations must be corrected prior to project approval. Once project is reviewed and approved, grant funds will be released to the applicant.

Façade Improvement Program Guidelines:

- Planned improvement must be compatible with historic zoning overlay district standards where applicable (see map). Improvements should make an effort to preserve or restore the historic character of the building.
- Eligible projects include:
 - Window and door repairs/replacement,
 - Brick tuck pointing or masonry repair,
 - Storefront rehabilitation,
 - Signage, shutters or awnings,
 - Painting or siding, brick cleaning
 - Correction of exterior code violations
 - Exterior repairs (on façade only)
 - Energy efficiency upgrades
- Non-eligible costs include non-façade related improvements such as roof repair, rear or side wall improvements (unless a corner property), landscaping, paving or other property related improvements not associated with the façade of the building.

Tenant Improvement Program Guidelines:

- Eligible improvements include the following activities, as applies to the commercial storefront portion of the property.
 - Hazardous materials abatement, such as asbestos removal
 - Demolition and shell reconstruction
 - Plumbing, mechanical, electrical, cabling and HVAC improvements
 - New restaurant equipment (i.e. hoods, vents, etc)
 - Americans with Disabilities Act (ADA) Compliance
 - Storefront Improvements
 - Historic restoration of interior features
- Non-eligible costs include non-permanent fixtures such as security systems, merchandise or display items, furniture or interior décor items. Costs associated with improvements to upper floors or basements are not eligible.

How to apply:

- Applicant must submit a complete application packet by the deadline. A complete application includes the following:
 - Application form,
 - Planned project renderings (including colors and materials),
 - Photos of the existing façade/space which demonstrate the need for improvements,
 - Project cost estimate by a qualified, licensed contractor,
 - Applications for tenant improvement upgrades must also include signed lease agreement, and if application is submitted by tenant, a written letter of permission from the property owner approving the project.
- Complete applications will be considered and evaluated according to a set of weighted criteria. Based on available funding, grants will be awarded to qualified projects based on anticipated project impact.
- Applicants will be notified of grant awards in writing. The City reserves the right to offer a lesser dollar amount than requested if the amount of eligible projects exceeds allocated funding. Grant offers may also be made contingent on adjustments to proposed plan of work to better meet City goals and objectives. Applicants must accept or reject the grant funds in writing within 30 days of award.
- Projects must obtain all required building permits and follow all City, State and Federal regulations in regard to construction activities.
- Applicant must submit receipts upon completion of work, and work must be reviewed to ensure project reflects application materials. Following project approval, building inspection (if required) and submission of all applicable receipts, grant funds will be released to applicant.
- Participant shall display a sign (provided by the City) indicating participation in the program, either on the exterior or in the front window of the property during improvements and for a 30-day period following project completion.

Waterloo Façade & Tenant Improvement Matching Grant Program: Overview & Guidelines

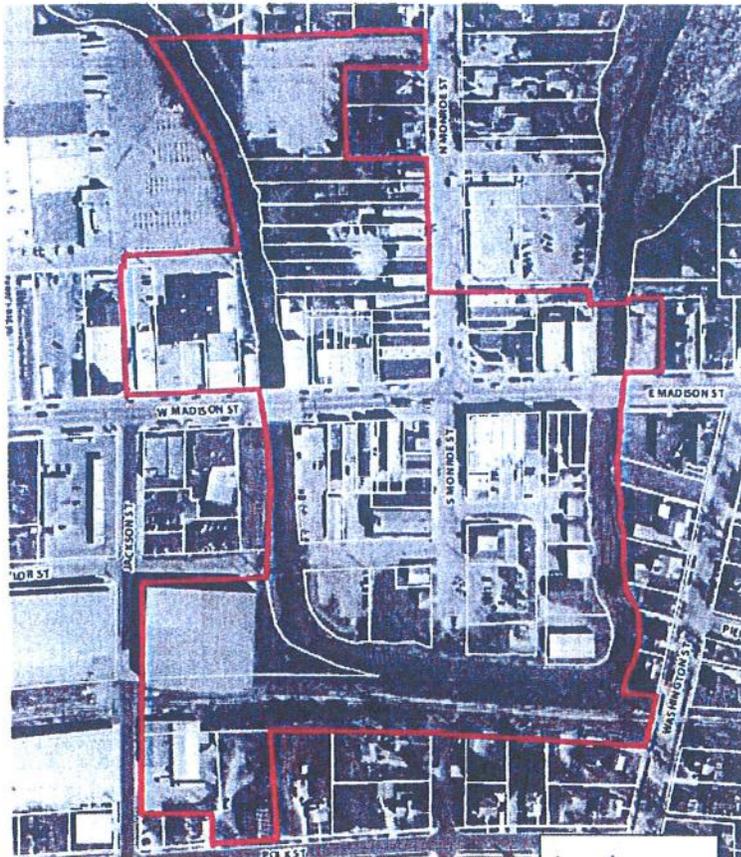
Who: Property owners and current or prospective tenants located within Tax Increment District #2 (see map) interested in making property improvements.

What: Matching grant program for eligible property improvement projects. Matching grants are available to fund 50% of eligible project costs up to \$5,000 per project. The minimum total project size to be considered for a matching grant is \$1,000 (for up to \$500 match).

When: The first funding application deadline is Sept. 9th, 5:00 pm. Applicants are encouraged to discuss project with City staff prior to submission to address any issues or questions. Information will also be available and staff available to answer questions during the Maunehsa Business Center Open House. This event will be held at the Maunehsa Business Center (117 E Madison St.) on August 16th from 4-8pm.

Future rounds of funding will be available on an annual basis or as funds become available. Property owners will be notified in advance of upcoming application deadlines.

Eligible Project Area: Properties eligible for grant funding must be inside the TIF #2 boundaries illustrated on the map below.



Waterloo Economic Development Initiative Summary

The following summary provides an overview of Waterloo's economic development program over the past three years, highlighting opportunities and challenges, previous program highlights, and identifying potential future projects which will achieve the community's vision of an economically vibrant and growing community.

As more than 80% of growth in the community will come as a result of existing business growth and resident investment, a primary focus is on facilitating growth and expansion of Waterloo's employers, and improving the awareness of Waterloo's retail and service offerings.

Goals & Objectives

Core Goal	Objective	Initiatives	Status Update
Retain & Strengthen Existing Businesses	<ul style="list-style-type: none"> Proactive effort to engage businesses and address business climate issues 	<ul style="list-style-type: none"> Quarterly Business Council Meetings Business Retention Visits Connect businesses to SBDC, MATC and other resources Merchants Council Meetings/ Communications 	<ul style="list-style-type: none"> 2014Q4 – Retention visits with McKay Nursery and Sheehy Trucking. Email communications with Trek, PalletOne, MetalWorx, Custom Plastics, Jim's Cheese No blast econ. Dev update communications.
Recruit New Businesses	<ul style="list-style-type: none"> Provide adequate infrastructure, land and amenities to support new business operations 	<ul style="list-style-type: none"> Fiber matching grant Tenant improvement matching grant Redevelop unsuitable or underused properties Market existing vacant or available properties and land 	<ul style="list-style-type: none"> Outreach to two businesses. Façade/Tenants grants: <ul style="list-style-type: none"> - Since 01/01/2013 twenty-seven matching grant awards totaling \$80,290 have been awarded to downtown building owners and merchants for qualifying improvements resulting in total building investment of \$160,580
Encourage Startup Businesses	<ul style="list-style-type: none"> Provide appropriate support and ordinances which encourage startup and small business growth 	<ul style="list-style-type: none"> Market work from home zoning Popup storefront program CDBG microbusiness training grant Promote WWBIC and SBA training resources 	<ul style="list-style-type: none"> None.
Retain Strong	<ul style="list-style-type: none"> Provide housing and 	<ul style="list-style-type: none"> Encourage senior housing 	<ul style="list-style-type: none"> Movin Out Project -> Occupancy 12/2015. 16 two-bedroom units and

Resident Base	amenities suitable to various ages and demographics within the community	development <ul style="list-style-type: none"> • Encourage community participation in neighborhood revitalization • NextGen group to engage younger demographics/ new residents 	8 three bedroom units. <ul style="list-style-type: none"> • Hawthorn & Stone Assisted Living Facility (construction: March 2016) and a sixteen unit market rate apartment project (construction: March 2016)
Recruit New Households	<ul style="list-style-type: none"> • Increase reputation as desirable residential destination for Milwaukee/ Madison commuting households 	<ul style="list-style-type: none"> • Residential referral program • Community events • Marketing by City and businesses 	<ul style="list-style-type: none"> • Community Development Authority July 4, 2015 flyer handout
Market Waterloo as a Business Location	<ul style="list-style-type: none"> • Communicate with existing businesses, brokers, developers and target industry sectors regarding economic development initiatives and opportunities 	<ul style="list-style-type: none"> • Develop targeted list of prospective businesses (retail, manufacturing or professional), brokers and developers and strategically communicate with these groups. 	<ul style="list-style-type: none"> • Website update with economic development page update.
Provide Strong Leadership, Value Driven Initiatives and High Quality Customer Service	<ul style="list-style-type: none"> • Continue to serve as an advocate for residents and businesses in the region and prioritize customer service and responsive/responsible government 	<ul style="list-style-type: none"> • Formalize economic development role • Participation in regional initiatives • Leverage external partnerships and funding programs • Recognize and reward staff and volunteer efforts and successes 	<ul style="list-style-type: none"> • No examples.

City of Waterloo
 Contract Service Costs Over Time
 2/3/2016

SERVICE	CURRENT PROVIDER(S)	CONTACT	SERVICE TALLY			CONTRACT		NOTES
			SINCE	AMOUNT	ROUGH COST PER YEAR	STATUS		
Cleaning	D&D Cleaning	Lance Venden	12/31/2010	\$153,121	\$30,624.20	12/31/2017		
Building Inspection	SafeBuilt	Chris Butschke	12/31/2010	\$80,458	\$16,091.64	auto renewal	SafeBuilt bought out Independent Inspections in 2015. They want to provide zoning enforcement and speed project plan approval with state certified approval status	
Legal	Axley Brynelson	Tim Fenner	1/14/2011	\$70,671	\$14,134.11		Fenner is edging towards retirement. Axley provides full services with large team of attorney's	
Plumbing ***	none							
Electrical ***	none							
IT ***	Badgerland Computing, WPPI, Hurley Computing, Inter-quest Corp and others	Multiple				variable	*** Dept. Heads have been talking about standardizing vendors	
Trash/Recycling	Advanced Disposal	Multiple	12/31/2010	\$944,151	\$188,830.11	12/31/2018	We need to act in a manner that insures industry competition in the future	
Audit	Baker/Tilly	Multiple	12/31/2010	\$160,274	\$32,054.80	auto renewal		
Animal Control	Watertown Humane Society		12/31/2010	\$24,480	\$4,896.00	two year renewal		
Engineering	Kunkel Engineering	Mitch Leisses	4/1/2012	\$303,485	\$86,710			
Assessment	Associated Appraisal	Rob Borgwardt	3/1/2013	\$31,538	\$12,615			

TO: FINANCE COMMITTEE
FROM: MO HANSEN
SUBJECT: PURSUING A MULTI-YEAR BUDGET APPROACH
DATE: JANUARY 21, 2016

WHY, WHAT WOULD BE THE REASONS?

- To better plan for revenue and expenditures needs.
- To allow lead time to adjust to staffing and service changes (increased or decreased).
- To aid in debt management more exactly reserving dollars for use in out-years.
- To focus on achieving efficiency objectives over time.
- To limit our ability to “kick the can down the road.”

MULTI-YEAR BUDGET DEFINED. The development and formal adoption of an expenditure and revenue document that spans two years or more.

ADVANTAGES.

- Improved financial management
- Improved long-range and strategic planning
- Improved monitoring and evaluation
- Link operations to capital planning
- Planning is beneficial to maintain reserve funds
- Bring to light undesirable trends, structural imbalances between revenues and expenditure

CHALLENGES.

- Unstable local economy may present difficulties in forecasting revenues and expenditures
- Projecting expenditures may be new to departments
- New City policies may be needed to allow for it

WE CAN SAFEGUARD AGAINST CHALLENGES BY...

- Amending existing budget policies
- Linking multi-year budgets with a strategic plan, long-range financial plan and conservative revenue forecasts.
- Assessing the local economic environment by examining key economic and financial indicators and document underlying economic assumptions.

WE CAN IMPROVE ON WHAT WE HAVE BY...

- Incorporating performance measures and program analysis into budgeting.



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TO: MAYOR AND CITY COUNCIL
FROM: MO HANSEN, CLERK/TREASURER *Mo*
SUBJECT: CITY OF WATERLOO ROAD CONSTRUCTION CAPITAL PLAN – WORKING PROJECT LIST
DATE: JANUARY 8, 2016

Pursuant to City of Waterloo Municipal Code §53-14 Capital Improvement Program Policy, I am submitting the following multi-year road repair and reconstruction working project list.

Additional detail will be provided for out-year projects.

YEAR	LOCATION	ROADWAY IMPROVEMENT TYPE	OTHER INFRASTRUCTURE	NOTES	ESTIMATE
2016	Canal Rd (STH 19 to municipal line)	Road Resurface	none	Contingent upon intergov funding	\$410,000
2017	STH 19 (eastern most bridge west to rail bridge)	Reconstruct	sewer, water, lighting, streetscape	estimate doesn't include utility	\$590,000
2018	Mill St (STH 89 north to terminus)	Reconstruct	sewer, water	special assess for sidewalk; estimate doesn't include utility	\$550,000
2019	Adams St (Leschinger St north to STH 89)	Road Resurface	slip line sewer	special assess for sidewalk; estimate doesn't include utility	\$300,000
2020	W Porter St (STH 89 west to Minnetonka)	Reconstruct	sewer, water, lighting,	no sidewalk; estimate doesn't include utility	\$600,000

Mo Hansen

From: Ross B <rossb.apraz@gmail.com>
Sent: Wednesday, January 27, 2016 1:18 PM
To: Waterloo City Hall
Subject: Fwd: 28-290, C Waterloo, 2015 Total Compliance Ratio

Mo,

Here are the totals for the major classes for 2015. Because I had amended some paperwork and the new SOA was submitted later in the year they were unable to update the file on line. But everything looks good, see below. Let me know if you need anything else.

Have a great day!

Ross Borgwardt

----- Forwarded message -----

From: Berner, Joy A - DOR <Joy.Berner@revenue.wi.gov>
Date: Wed, Jan 27, 2016 at 11:38 AM
Subject: 28-290, C Waterloo, 2015 Total Compliance Ratio
To: "rossb.apraz@gmail.com" <rossb.apraz@gmail.com>

Hi Ross,

Due to an unexpected absence Mon & Tue, I was out of the office.

Here are your compliance data.

Post Nov 1 Compliance Status				
Post Nov 1 SOA	Post Nov 1 DOR Base Value	% of DOR Redetermined Base Value	Redetermined Ratio	Major Class in Compliance Yes / No
146,341,000	144,693,200	81.00	101.14	YES
27,219,500	29,534,500	16.53	92.16	YES
224,400	213,600	0.12	105.06	N/A
1,660,900	2,548,700	1.43	65.17	N/A
1,730,700	1,648,300	0.92	105.00	N/A
177,176,500	173,638,300	100.00	99.18	YES
Post November Notice Issued.				

Call me if you have any further question. Thanks.

Regards,
Joy

Joy A. Berner

Property Assessment Specialist, MS# 6-301
Southern District Equalization

Mo Hansen

From: Mo Hansen <cityhall@waterloowi.us>
Sent: Wednesday, February 03, 2016 7:35 AM
To: 'Angie Stinnett'; Bob Thompson Traveling (zip53594Mayor@hotmail.com); 'bspringr@charter.net'; 'City of Waterloo, Mayor'; 'jeni@highenergydj.com'; 'Lindsay Reynolds'; 'Ron Griffin (griffinrepair@gmail.com)'; 'thomastr2000@yahoo.com'; 'Waterloo Clerk/Treas Office'; 'Ziaja, Matt'
Subject: Reply requested / concept of 2016 one-time allocation to Parks budget
Attachments: 2015CapFund_RevenueExceedsExpense.pdf; 2015GenFund_RevenueExceedsExpense.pdf; PriorYrCarryovers.pdf

Mayor Thompson and City Council,

Reply requested. My purpose here is to forward to you policy options including #1 below allocating a portion of 2015 “newly generated” additional fund balance to parks operations as a one-time action to allow for parks fundraising and parks revenue generation to begin in earnest - now - with those revenues targeted for use in 2017 and beyond.

I am including this communication as part of the 2/4/2016 Finance, Insurance & Personnel Committee meeting.

WHAT IS 2015 “NEWLY GENERATED” FUND BALANCE?

Attached you will find: (A) 2015 Capital Fund net revenues over expenditures are +\$17,766; and (B) 2015 General Fund net revenue over expenditures are +\$93,050. There are various reason for these budgetary outcomes. See policy consideration item #2 below. As a percentage of expenditures the Capital Fund had 8% more in revenue than was spent. The General Fund had 3.5% more in revenue than was spent. I am submitting proposal #1 because healthy pre-2015 fund balances exist.

I AM PROPOSING FOR YOUR CONSIDERATION:

1. Allocating a one-time sum of \$30,000 for core 2016 parks operations in addition to the sum of \$40,000 currently budgeted (core defined as base operations -> not July 4th, not Home Talent League dues, etc....). Why? We have assets (parks) that need attention. I’m referring to park operations here, not major building repair and the like – which also is a long-term requirement. We are starting a new municipal service. There will be unknowns. Establishing the functional equivalent of a Parks Department means time, attention and expertise are needed for success. Focusing on sustainable operations means recurring, non-levy revenue is needed. Think of the \$30,000 as a municipal investment in wisely ramping up sustainable, non-levy, recurring revenue streams for 2017 and beyond. You will all have monthly parks reports to evaluate progress on a month-to-month basis.
2. Pursuing a multi-year budgeting process – now – to budget for 2017 and beyond in a more strategic fashion. To be strategic means better anticipating service and capital needs at budget time.
3. Using the remainder of the “newly generated” additional fund balance -- \$80,817 – to pre-paid debt as permitted under our existing debt schedule and guided by our current Reserve Balance policy. This action would continue the practice of minimizing tax levy dollars devoted towards paying for principle and interest payments over time.

ALTERNATIVE A.

Allocate the entire \$110,816 towards pre-paying debt as described in #3 above.

ALTERNATIVE B.

No action. Fund balances earn between 0.50% and 1.12% interest as certificates of deposit at Wisconsin financial institutions. Our interest payments on existing debt ranges from roughly 2%-4%.

ALTERNATIVE C.

Assign some or all of 2015 “newly generated” fund balance to projects for future expenditures as part of the annual Carryover Funds Adjustments process. See attached for the prior year carryovers approved by Council action last February. A carryover resolution is on the agenda Thursday.

Mo Hansen

Clerk/Treasurer

City of Waterloo

office: 920.478.3025

CityHall@Waterloowi.us

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CITY OF WATERLOO
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 400 - CAPITAL PROJECT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>CAPITAL PROJECT</u>					
400-57-5701-802 CAPITAL PROJ STREET CONST	.00	89,325.00	88,892.00	(433.00)	100.49
400-57-5701-803 CAPITAL PROJ PARKS	987.50	987.50	.00	(987.50)	.00
400-57-5701-809 CAPITAL PROJ DPW REMODEL	.00	9,486.00	50,671.00	41,185.00	18.72
400-57-5701-817 CAPITAL PROJ SQUAD CAR	.00	35,986.16	37,500.00	1,513.84	95.96
400-57-5701-818 CAPITAL PROJ DPW EQUIPMENT	.00	64,500.00	90,000.00	25,500.00	71.67
400-57-5701-819 CAPITAL PROJ REASSESSMENT	.00	.00	49,500.00	49,500.00	.00
400-57-5701-826 CAPITAL PROJECT S MONROE ST	.00	2,208.00	.00	(2,208.00)	.00
400-57-5701-831 CAPITAL PROJ S.T.H. 19 IMPROVE	3,812.50	13,801.55	.00	(13,801.55)	.00
TOTAL CAPITAL PROJECT	4,800.00	216,294.21	316,563.00	100,268.79	68.33
<u>SPECIAL FUNDS</u>					
400-57-5711-812 SPECIAL FUNDS SQUAD CAR	.00	.00	31,500.00	31,500.00	.00
400-57-5711-813 SPECIAL FUNDS DPW EQUIPMENT	.00	.00	17,668.00	17,668.00	.00
TOTAL SPECIAL FUNDS	.00	.00	49,168.00	49,168.00	.00
TOTAL FUND EXPENDITURES	4,800.00	216,294.21	365,731.00	149,436.79	59.14
NET REVENUES OVER EXPENDITURES	16,409.57	17,766.65	.00	17,766.65	.00

*2015
Capital*

8%

CITY OF WATERLOO
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2015

FUND 100 - GENERAL FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET
<u>PARKS</u>						
100-55-5520-221	PARKS ELECTRIC	29.19	135.17	150.00	14.83	90.11
100-55-5520-223	PARKS WATER/SEWER FIREMEN	942.39	4,802.69	3,900.00 (902.69)	123.15
100-55-5520-224	PARKS OTHER WATER & SEWER	52.76	312.85	250.00 (62.85)	125.14
100-55-5520-290	PARKS ANNUAL APPROPRIATION	.00	40,000.00	40,000.00	.00	100.00
100-55-5520-351	PARKS REP & MAINT	.00	580.98	1,600.00	1,019.02	36.31
100-55-5520-357	PARKS DOG PARK	.00	2,540.68	.00 (2,540.68)	.00
TOTAL PARKS		1,024.34	48,372.37	45,900.00 (2,472.37)	105.39
<u>CELEBRATIONS & ENTERTAINMENT</u>						
100-55-5530-392	CELEB & ENTER XMAS DECOR	149.30	149.30	.00 (149.30)	.00
100-55-5530-399	CELEB & ENTER MISC	.00	87.35	.00 (87.35)	.00
TOTAL CELEBRATIONS & ENTERTAINMENT		149.30	236.65	.00 (236.65)	.00
<u>WEED CONTROL</u>						
100-56-5621-354	WEED CONTROL MAINT DITCH MOWE	.00	1,039.11	1,600.00	560.89	64.94
100-56-5621-399	WEED CONTROL MISC	.00	164.81	850.00	685.19	19.39
TOTAL WEED CONTROL		.00	1,203.92	2,450.00	1,246.08	49.14
<u>PLANNING AND CONSERVATION</u>						
100-56-5630-110	PLAN COMMISSION WAGES	345.00	345.00	900.00	555.00	38.33
100-56-5630-151	PLAN COMMISSION SOC SEC	26.39	26.39	69.00	42.61	38.25
100-56-5630-211	ECONOMIC DEVELOPMENT COUNTY	.00	3,323.00	3,336.00	13.00	99.61
100-56-5630-320	MAPS & PLAT BOOKS PRINTING	.00	27.50	.00 (27.50)	.00
TOTAL PLANNING AND CONSERVATION		371.39	3,721.89	4,305.00	583.11	86.46
TOTAL FUND EXPENDITURES		220,727.85	2,628,529.42	2,630,916.00	2,386.58	99.91
NET REVENUES OVER EXPENDITURES		(194,242.39)	93,050.36	.00	93,050.36	.00

*2015
General
Fund*

3.5%

2014 CARRYOVER FUNDS ADJUSTMENTS

ACCOUNT	DESCRIPTION	BEGINNING BALANCE	CURRENT YEAR EXPENSES	CURRENT YEAR REVENUE	YEAR END BALANCE
FUND 100					
100-32608	LIBRARY CARRYOVER CITY	\$ 87,497.87	\$ -	\$ -	\$ 87,497.87
100-32610	POLICE DONATION DEFIBULATOR	\$ 858.10	\$ -	\$ -	\$ 858.10
100-32617	LIBRARY CARRYOVER COUNTY	\$ 263,791.56	\$ (46,590.25)	\$ 73,613.00	\$ 290,814.31
100-32631	POLICE DONATION SPEED LIMIT ALERT SIGN	\$ 240.15	\$ -	\$ -	\$ 240.15
100-32635	POLICE PATROL UNIFORM ALLOWANCE	\$ 1,629.96	\$ (491.34)	\$ 690.44	\$ 1,829.06
100-32650	RETIRED HEALTH INSURANCE	\$ 25,325.00	\$ (25,522.80)	\$ 37,587.00	\$ 37,389.20
	FUND 100 TOTAL	\$ 379,342.64	\$ (72,604.39)	\$ 111,890.44	\$ 418,628.69
220-32635	FIRE DEPT UNIFORM ALLOWANCE	\$ 11.60	\$ -	\$ 154.37	\$ 165.97
220-34100	FUND BALANCE CAPITAL PROJECT	\$ 393,284.49	\$ (255,981.20)	110,000.00	\$ 317,807.06
			INTEREST	\$ 503.77	
				\$ 70,000.00	WFD REQUEST
	FUND 220 TOTAL	\$ 393,296.09	\$ (255,981.20)	\$ 180,658.14	\$ 317,973.03
FUND 400					
400-32600	FUTURE CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
400-32601	ROAD VEHICLE ACCOUNT	\$ -	\$ (148,965.79)	\$ 218,651.00	\$ 69,685.21
400-32602	SQUAD CAR FUND	\$ 11,635.62	\$ -	\$ 29,100.00	\$ 40,735.62
400-32603	REASSESSMENT FUND	\$ -	\$ -	\$ -	\$ -
400-32605	COMMUNICATION FUND	\$ -	\$ -	\$ -	\$ -
400-32606	EMERGENCY GOVT SIRENS FUND	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
400-32610	MOBILE COMAND CARRYOVER	\$ -	\$ -	\$ -	\$ -
400-32612	SKATEBOARD PARK DONATION	\$ 1,506.00	\$ (1,506.00)	\$ -	\$ -
400-32625	PARK EQUIPMENT & FIELD	\$ 1,580.23	\$ -	\$ -	\$ 1,580.23
400-32627	PLAYGROUND EQUIPMENT	\$ 1,784.02	\$ -	\$ -	\$ 1,784.02
400-32629	MAUNESHA RIVER DOG PARK	\$ -	\$ -	\$ 1,460.00	\$ 1,460.00
400-32632	VETERAN'S PARK MEMORIAL 720 W MADISON STREET	\$ -	\$ -	\$ 506.00	\$ 506.00
	FUND 400 TOTAL	\$ 16,505.87	\$ (148,965.79)	\$ 250,717.00	\$ 116,751.08
FUND 820					
820-39999	FUND BALANCE CAROUSEL	\$ 4,468.49	\$ (794.07)	\$ 4,696.35	\$ 8,370.77
	FUND 820 TOTAL	\$ 4,468.49	\$ (794.07)	\$ 4,696.35	\$ 8,370.77
APPROVED BY:	CHRIS ASTRELLA, WCPC CITY CLERK/TREASURER <i>Chris Astrella</i>				
APPROVED BY:	LOIS A.M. BAIRD <i>Lois A.M. Baird</i> DEPUTY CLERK/TREASURER				
12/31/2014					