

CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
February 26, 2013

1. **CALL TO ORDER AND ROLL CALL.** Alderperson Springer called the meeting to order at 1:00 p.m. Members present: Springer, Cotting and Quimby. Absent – none. Others present: Police Chief Thomas, Library Director Cecilia Wiltzius and Clerk/Treasurer Hansen.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Quimby, seconded by Cotting to approve all previously unapproved minutes as presented. **Roll call vote:** Ayes: Springer, Cotting and Quimby. Noes: none. Motion carried.
3. **CITIZEN INPUT.** Cotting mentioned that she received several phone calls and comments regarding the Find Your Path Here campaign, that the city was paying people to move to Waterloo. Cotting suggested having something at the next Council meeting clarifying the program.
4. **UNFINISHED BUSINESS**
 - a. **120 West Madison Street – Defining The Scope Of Work For Improvements Related To The Proposed Demolition.** The committee discussed the agenda item at some length, but no action taken at this time.
 - b. **Waterloo-Marshall Food Pantry Door Replacement – Revised Estimate.** Mo explained the cost increased due to the nature of the door. Mayor Thompson suggested obtaining a second estimate. **Motion:** Moved by Quimby, seconded by Cotting to obtain a second estimate. **Roll call vote:** Ayes: Springer, Cotting and Quimby. Noes: none. Motion carried.
5. **NEW BUSINESS**
 - a. **Waterloo Water & Light – Sanitary Sewer Funding And City Capital Projects Fund.** Mayor Thompson and Clerk/Treasurer explained the Sanitary Sewer Funding and City Capital Projects Fund. Extensive discussion was held on this topic. Mayor Thompson suggested obtaining an explanation from the Waterloo Water & Light Commission as to their intentions. It will be placed on the next agenda.
 - b. **Municipal Credit Card Policy.** **Motion:** Moved by Cotting, seconded by Cotting to recommend to the Council approval of the Municipal Credit Card Policy with the substitution of termination for the word dismissal in paragraph 6. **Roll call vote:** Ayes: Springer, Cotting and Quimby. Noes: none. Motion carried.
 - c. **Capital Planning.** Clerk/Treasurer explained the process of Capital Planning and asked that it be a recurring item.
 - d. **Tax Incremental Finance – Hawthorn & Stone Inc. Redevelopment Of RR Donnelley Leased Properties, Letter Of Intent.** Clerk/Treasurer Hansen explained the process of the phases and the process.
 - e. **Payroll For January, 2013 - \$56,671.08.** **Motion:** Moved by Cotting, seconded by Quimby to recommend Council approval of the payroll in the stated amount. **Roll call vote:** Ayes: Springer, Cotting and Quimby. Noes: none. Motion carried.
 - f. **Pay Vouchers – January 18, 2013 through February 14, 2013.** **Motion:** Moved by Quimby, seconded by Springer to recommend Council approval of the pay vouchers as presented. **Roll call vote:** Ayes: Springer, Cotting and Quimby. Noes: none. Motion carried.
 - g. **Treasurer's Report & Budget Reports For January 2012.** **Motion:** Moved by Springer, seconded by Cotting to table approval of the report listed until such time as they are available. **Voice vote:** Motion carried.

6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

- a. **Tax Incremental Finance – Reporting.** Noted.
- b. **Employee Handbook.** Noted.
- c. **Other.** Springer felt even though a quorum of the committee is not met, that the committee meeting still be held. Quimby suggested starting the budget process in June or July. Quimby brought up the Solar Array issue. Clerk/Treasurer Hansen explained when the unit was making is revolution it ran into the snow bank. Quimby inquired about the issue of the Youth Center building. Mayor Thompson suggested putting a hold on that issue.

- 7. ADJOURN. Motion:** Moved by Quimby, seconded by Cotting to adjourn. **Voice Vote:** Motion passed. Time: 3:41 p.m.

Attest:

Mo Hansen, Clerk/Treasurer