



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

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

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

COMMITTEE: FINANCE, INSURANCE & PERSONNEL COMMITTEE

DATE: August 21, 2014 TIME: 6:00 p.m.

**LOCATION: Council Chamber of the Municipal Building
136 N. Monroe Street**

to consider the following:

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES
3. CITIZEN INPUT
4. NEW BUSINESS
 - a. Payroll for July – \$58,571.04 ***
 - b. Pay Vouchers – July 18, 2014 Through August 21, 2014 ***
 - c. Treasurer's Report & Budget Reports For July 2014 ***
 - d. 2015 Budget Schedule And Organizational Calendar
 - e. Consideration Of A 2015 Budget Recommendations
 - i. Review Of Submittals
 - ii. Waterloo Fire Department
 - iii. 2015 Cleaning Contract, D & D Cleaning Service
5. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Economic Development Consulting Services – Approval Of Request For Proposal
 - b. Request For Proposal – Building Inspection Services
 - c. Police Department Request – Budget Transfer From Salary/Wages To Defibrillator Equipment Purchase

6. ADJOURNMENT

Mo Hansen
Clerk/Treasurer

Committee Members: Springer, Quimby and Griffin

Posted, Emailed & Distributed: August 18, 2014

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
Budget 2015: Legislative Deliberations

| ID | Activity | Task (Days) | Start Date | End Date | % | | Notes | |
|-------------|--|----------------|-----------------|-----------------|------|------|------------------------|---|
| | | | | | Done | Lead | | |
| 1.00 | Distribute Blank Budget Submittal Forms to Dept. Heads | 1 | 07/28/14 | 07/29/14 | | | CT | |
| 1.10 | Draft all docs | 1 | 07/28/14 | 07/29/14 | | | CT | |
| 1.20 | Pull 2014 actuals through 6/30 | 1 | 07/28/14 | 07/29/14 | | | CT | |
| 2.00 | Department Submittals | 21 | 07/29/14 | 08/19/14 | | | Dept. Heads | |
| 2.10 | Compile/Enter/transfer data | 22 | 07/29/14 | 08/20/14 | | | CT | |
| 2.20 | Create Binders | 22 | 07/29/14 | 08/20/14 | | | Raynelle | |
| 2.30 | Confirm any updates w/Dept. Heads | 1 | 08/20/14 | 08/21/14 | | | CT | |
| 3.00 | Finance Committee Deliberations | 77 | 08/21/14 | 11/06/14 | | | Finance | |
| 3.10 | Schedule Fin. Comm. meetings | 81 | 07/28/14 | 10/17/14 | | | Springer | |
| 3.20 | ID Committee priorities | 81 | 07/28/14 | 10/17/14 | | | Springer & CT | This can occur at any time... |
| 3.30 | Schedule Dept. Heads meetings | 3 | 08/22/14 | 08/25/14 | | | CT | Is the Committee going to meet with them? |
| 3.40 | Finance meeting #1 - (Capital Plan & Fire Department) | 4 | 08/25/14 | 08/29/14 | | | Finance | Exact date to be determined... |
| 3.41 | Finance meeting #2 - (All other Funds) | 0 | 09/01/14 | 09/01/14 | | | Finance | Exact date to be determined... |
| 3.42 | Finance meeting #3 - (All other Funds as needed) | 4 | 09/08/14 | 09/12/14 | | | Finance | Exact date to be determined... |
| 3.50 | Recommend Capital Plan | 49 | 08/21/14 | 10/09/14 | | | Finance | 10/09/2014 is deadline for completion of Finance's work |
| 3.60 | Recommend Rev/Exp all funds | 49 | 08/21/14 | 10/09/14 | | | Finance | |
| 3.70 | Recommend Funding of positions with wages | 49 | 08/21/14 | 10/09/14 | | | Finance | |
| 3.80 | Post Fin. Comm. minutes | 77 | 08/21/14 | 11/06/14 | | | CT | |
| 4.00 | Publish Summary/Hearing Notice | 0 | | | | | CT | |
| 4.10 | Draft/finalize notice | 1 | 10/09/14 | 10/10/14 | | | CT | |
| 4.20 | Prepare CT summary | 1 | 10/09/14 | 10/10/14 | | | CT | |
| 4.30 | Update website / notify Council & Mayor | 1 | 10/09/14 | 10/10/14 | | | CT | |
| 4.40 | Submit to Courier | 1 | 10/09/14 | 10/10/14 | | | CT | |
| 4.50 | Courier publication date | 1 | 10/15/14 | 10/16/14 | | | CT | |
| 5.00 | Budget Public Hearing | 0 | 11/06/14 | 11/06/14 | | | Council | Public Hearing same night as action. Desireable? |
| 5.10 | Complete minutes | 4 | 11/07/14 | 11/11/14 | | | CT | |
| 6.00 | Council Consideration | 0 | 11/06/14 | 11/06/14 | | | Council | Public Hearing same night as action. Desireable? |
| 6.10 | Single Resolution with Capital Plan; Revenue & Expense for all funds And Position with Wages | 21 | 10/09/14 | 10/30/14 | | | CT | |
| 7.00 | Post Adoption Budget Tasks | 10 | 11/07/14 | 11/17/14 | | | CT | |
| 7.10 | Load all line items into Casselle | 10 | 11/07/14 | 11/17/14 | | | CT | |
| 7.20 | Proof all transferred amounts | 10 | 11/07/14 | 11/17/14 | | | CT | |
| 7.30 | Complete all minutes | 10 | 11/07/14 | 11/17/14 | | | CT | |