



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

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

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: March 19, 2026
TIME: 6:00 pm
LOCATION: Municipal Building Council Chamber, 136 N. Monroe Street

- 1) CALL TO ORDER AND ROLL CALL
- 2) APPROVAL OF MEETING MINUTES: February 19, 2026
- 3) CITIZEN INPUT / PUBLIC COMMENT (3-Minute time limit)
- 4) OLD BUSINESS
 - a) Resolution 2026-03 Fire Dept Bylaws
- 5) NEW BUSINESS
 - a) January 2026 Financial Statements: Payroll \$97,126.21, General Disbursements \$1,967,038.88, and Clerk/Treasurer's Reports [\[see on municipal website\]](#)
 - b) Resolution 2026-13 2025 Carry-Over
 - c) Hiring of LT for the Police Dept. [The Finance Committee may convene in closed session per Wis. Stat. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."]
- 6) ROLLING TASK LIST
- 7) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 8) ADJOURNMENT

Jeanne Ritter
Clerk/ Deputy Treasurer

Committee Members: Haseleu, Weihert and Kuhl

Posted, Emailed & Distributed: 03/17/2026.

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noted. 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
February 19, 2026

1. CALL TO ORDER AND ROLL CALL. C. Kuhl called the meeting to order at 6:00 p.m. Members in person: Weihert, Haseleu and Kuhl. Absent: none Others attending in person: Mayor Quimby; Alderperson Thomas; DPW Director Yerges; Utilities B. Sorenson; Chief of Police Sorenson; Lt. Warner; Fire Chief Butzine; Parks Haberkorn; Treasurer Nelson; DJ Dorn and WLOO Cable.
2. APPROVAL OF MEETING MINUTES: January 15, 2026, Motion [Weihert/Haseleu] VOICE VOTE: Motion carried.
3. PUBLIC COMMENT (3 Minute Time Limit) none
4. OLD BUSINESS
 - a. Resolution 2026-03 Fire Dept Bylaws Defer to Council March 5, 2026
5. NEW BUSINESS
 - a. January 2026 Financial Statements: Payroll \$108,114.21, General Disbursements \$1,489,560.85, and Clerk/Treasurer's Reports [\[see on municipal website\]](#) Motion [Weihert/Haseleu] VOICE VOTE: Motion carried.
 - b. Resolution 2026-06 Fireman's Park Walking Trail Grant Application 80/20 Grant Max \$120,000, notice award July/August 2026, construction and reimbursement 2028
 - c. Resolution 2026-08 Police Dept Grant for Body Wearable Cameras Motion to Approve the Police to Apply for Body Camera Grant [C.Kuhl/Weihert] Voice Vote: Motion carried.
 - d. Police Chief Retirement Resolution 2026-07 Resolution to Appoint New Police Chief [The Finance Committee may convene in closed session per Wis. Stat. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."] Motion to go into Closed Session [Weihert/Kuhl] ROLL CALL Y 3 N 0 Motion carried Motion to go into Open Session [Weihert/Haseleu] Y 3 N 0 Motion carried. Recommendation from Finance to move Dave Warner as Police Chief forward to Council. Motion [Weihert/Haseleu] VOICE VOTE: Motion carried.
6. ROLLING TASK LIST
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS Staff check on dates available for Dept Head Reviews.
8. ADJOURNMENT. MOTION [Weihert/Haseleu] To adjourn. VOICE VOTE: Motion carried. Approximate time 7:00pm.

Jeanne Ritter
Clerk/Deputy Treasurer



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Resolution 2026-03

A Resolution Approving the FIRE/EMS BY-LAWS

A RESOLUTION AUTHORIZING THE REVISION AND ADOPTION OF UPDATED BY-LAWS FOR WATERLOO FIRE/EMS

WHEREAS, the City of Waterloo recognizes the importance of clear, current, and effective by-laws to ensure the proper governance, administration, and operation of Waterloo Fire/EMS; and

WHEREAS, the existing by-laws of Waterloo Fire/EMS require review and revision to reflect current operational practices, regulatory requirements, and organizational needs; and

WHEREAS, Waterloo Fire/EMS has undertaken the process of redoing and updating its by-laws to better serve the City of Waterloo and its residents; and

WHEREAS, the revised by-laws have been reviewed and approved by Waterloo Fire/EMS;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Waterloo that:

1. The revised by-laws for Waterloo Fire/EMS are hereby accepted and approved.
2. Waterloo Fire/EMS is authorized to implement and enforce the revised by-laws effective upon adoption of this resolution.
3. All prior by-laws or provisions inconsistent with the revised by-laws are hereby repealed to the extent of such inconsistency.

PASSED AND ADOPTED by the City Council of the City of Waterloo this ___ day of _____, 2026.

PASSED AND ADOPTED this ___ day of _____ 2026.

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest:

Jeanne Ritter Clerk/Deputy Treasurer

BYLAWS
OF THE WATERLOO FIRE & RESCUE DEPARTMENT
WATERLOO, WISCONSIN

Revised on 11/24/2021, 5/30/2023, 2/28/2024, 4/1/2024, 8/25/2025, 1/26/2026

You are a member of the Waterloo Fire & Rescue Department as such, your special attention is called to the provisions of these By-laws, it is to our mutual and individual interest that this be strictly observed in all its provisions.

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ARTICLE ONE

Section 1- This organization shall be known and designated as the WATERLOO FIRE & RESCUE DEPARTMENT of Waterloo, Wisconsin, which shall be known as WFRD.

Section 1A- All Bylaws or any part thereof, may be altered, amended or annulled at the January WFRD meeting or by special meeting. A majority vote by all WFRD members present at the meeting of the WFRD shall be needed to pass and subject to City Council approval.

Section 1B- These Bylaws shall be reviewed twice a year by a committee consisting of 4 members of the WFRD.

ARTICLE TWO

Section 1 – Application:

Any person (18) eighteen years old or older, who is a resident of the City of Waterloo or a resident of our Fire District or within a (15) fifteen-mile radius of the Waterloo City limits, with the exception of EMS personnel. All persons must file an application in writing for membership in the WFRD. The names of all applicants for active membership shall be announced at a regular WFRD meeting and submitted to City Hall for insurance purposes. New member(s) shall then serve a (1) one-year probationary period. Upon passing a drug and alcohol test, and criminal background check, which will be provided by the WFRD the member is eligible for membership in the WFRD. Tests will be within the (1) one-year probationary period.

Section 2- Interview:

The interview committee will consist of at least 3 members of the WFRD and should contain at least 1 firefighter and 1 EMS, if possible, if not cross trained. All new members to the WFRD shall be interviewed by the interview committee members, brought to the officers for approval and be voted on after their probationary period has expired.

Section 3- Probationary Period

The first twelve (12) months of employment with the WFRD are considered a probationary period. For all new members during their probationary period, members job skills will be evaluated every ninety (90) days by an Asst. Chief or designated officer. If during this period, members' work habits, attitude, attendance, or performance do not meet WFRD standards, employment can be terminated immediately with or without cause or hearing. During probation members shall not be permitted to vote on department business and/or be on department committees. Article 7 sec 5A

At the end of the probationary period all members shall have completed the Probationary Training (see Appendix A and B) and undergo a performance review with the Chief or Asst. Chief. This review will be similar to the job performance review that is held for fulltime members on an annual basis. Members are encouraged to communicate comments and ideas with the officers during performance reviews.

At the next regular WFRD meeting, after your probationary period has ended, your name will be put forth to the membership for confirmation. Their election shall be by ballot, and it shall be necessary for the candidate to receive a majority of the votes of the members present. and No member shall be excused from voting unless by unanimous consent of this meeting. Upon confirmation your name will be forwarded to the Waterloo City Council for confirmation.

Section 4 - Member in good standing:

Members must have attended all fire & EMS trainings; and/or are-current on their make-up trainings. Fire members need to have responded to a minimum of 10% of the yearly runs. EMS members need to meet their yearly 192-hour requirement each year.

Section 4- It shall be up to the WFRD & the Mayor to determine staffing levels.

ARTICLE THREE

Section 1- Uniforms for the WFRD members and Officers will be provided as funds allow.

Section 1A - All members, when hired, are issued one WFRD logoed navy-blue t-shirt (when in stock) and after one year, are given one WFRD logoed navy-blue polo shirt (when in stock). Additional clothing items are personally purchased. Members are expected to be clean, neat and to use good taste in their personal appearance and dress when representing the WFRD.

Section 1B - WFRD coats are given to active members, as funds allow.

Section 1C - Class A uniforms will be provided to members, as funds allow and after your probationary period. Full Dress Class A uniforms are comprised of dress coat, long sleeved gray shirts, black tie, black pants, black hat, black belt, black socks with black dress shoes and badge, name pin, and accommodation bars. You are required to wear your uniform, in full, when told to do so as determined by the Chief. Full Dress Class A uniform will be worn for funerals, weddings, and other WFRD functions such as photos, receptions or dinners.

Class B uniform is comprised of short sleeved grey shirt, black shorts (at least mid-thigh no shorter). If there is an allowed variation of the uniform it will be communicated to you by the Chief.

Class C uniform is comprised of polo shirt, duty pants, black socks, and black shoes or boots. Some events will require you to wear your blue logoed polo. If you have not been issued a polo, a blue logoed WFRD t-shirt in good condition will do.

Section 2 - If the Officer in charge determines that a member's appearance is not appropriate or professional, and the member has not taken corrective measures, he or she may be subject to disciplinary action. Officers will determine if your apparel or appearance is appropriate, and will speak to you if an adjustment is needed, and give you a reasonable timeframe to make adjustments. Questions pertaining to what is appropriate should be addressed to an officer or the fulltime staff.

Section 2A - While on call, EMS personnel are to wear their WFRD logoed navy-blue items, dark blue or black pants, black closed toe shoes and their pager when on call. Wearing the polo is preferred. Wearing a WFRD logoed navy-blue sweatshirt or t-shirt, in good condition, is also considered professional. All clothing must be clean, neat and in good condition, this includes pants, socks, shoes/boots and coat. In cold weather wearing a dark long-sleeved shirt under WFRD logoed items is acceptable. In hot weather members may wear shorts on call, if the shorts are dark blue or black, professional looking and reach to at least mid-thigh.

EMS members will be issued a WFRD EMS parka for cold weather. This is WFRD property and must be returned. Parkas are issued to active EMS members who are past probation and as they are available. All members can purchase the logoed navy-blue clothing through the current vendor. It is the member's responsibility to purchase adequate amounts of additional logoed clothing. When acknowledging on 'I am responding' as available for the second out call, please make an attempt to respond clean, neatly attired in some sort of WFRD logoed item.

Section 2B - Members are required to wear full protective gear while performing their fire/rescue job. In accordance with Wisconsin Statute 103.14, employers who extend offers of employment must notify potential employees of WFRD requirements regarding hairstyle, facial hair and clothing. NFPA 1500 every suppression member will refrain from having beards, goatees, heavy sideburns and untrimmed hair that interferes with the proper and safe wearing of the SCBA.

Section 2C - WFRD uniforms shall not be worn where alcoholic beverages are sold or consumed as the primary function, except in the performance of WFRD duties.

ARTICLE FOUR

Section 1- Resignation:

As life changes, and you are no longer able to give your full attention to the Department, you may at any time terminate/retire as member of Waterloo Fire and Rescue. We ask you to let us know in writing and return your department issued items. (Resignation/inactive form available in Appendix A) in WFRD Policy and Procedures) If it is convenient, we would encourage an exit interview. Failure to return department issued equipment will result in an invoice from the department billing company. ^{3,7}

Section 2 – All members of the WFRD will make themselves available to work at all major functions of the WFRD throughout the year.

Section 3- Licenses & Certifications Minimum Requirements:

The department will pay all costs for classes and credits required to obtain and maintain all necessary licenses and certifications, for active members in good standing, that are required to perform job duties set forth by the department. When any member fails to stay in good standing (Reference Bylaws), they forfeit the privilege of having extra trainings, conferences, and certification/license renewals.

- 5.3.4A) CPR Training

All members will hold a valid CPR card at all times and will re-certify with American Heart at the station.

- 5.3.4B) ICS Training

Members are expected to complete NIMS 100, 200, and 700 certifications.

- 5.3.4C) EMS Training

Ambulance drivers will hold an EMR and maintain a license.

- 5.3.4D) Firefighter Training

Fire members will take entry level the first year, will take and become certified Firefighter I the next year, and will have four years to be certified Firefighter II. Fire members not interested in holding an EMR will go through an American Heart First Aid course. ^{3,4}

ARTICLE FIVE

Section 1-The Chief shall have complete charge of all emergency equipment and supervision thereof. The WFRD shall respond to all emergency alarms. All funds received from these emergency responses and from State insurance refund shall be deposited in the appropriate WFRD revenue account.

ARTICLE SIX

Section 1 -The position of Chief shall be appointed by the mayor and confirmed by the City Council, upon recommendation of the WFRD members. A (3) three-year term commencing from the January WFRD Meeting. If there are no qualified candidates for the elected position of Chief; and it cannot be resolved within the membership, it shall be brought to the mayor and personnel committee of the City for guidance and advice.

Section 2 - The WFRD shall hold an Annual Meeting at the first regular meeting of the year, and at this meeting shall elect the following Officers for a term of two (2) years: and confirmed by City Council.

Assistant Chief

Captain

Captain

Lieutenant

Secretary

Public Information Officer

Appointed by the Chief:

Lieutenant

Lieutenant

EMS Service Director

EMS Assistant Service Director

EMS Training Coordinator

Section 3 - In the event an Officer leaves their position before the end of their term. All other officers will move up with the lowest ranking position will be the appointed officer position, with the officers having the correct qualifications. The Chief, along with the recommendation of the officers, shall appoint a member of the WFRD with the correct qualifications to fill out the remaining term of the office.

Section 4 – Chief officers and officers will meet state requirements.

Requirements of Chief Officer:

- A. Minimum of (10) ten years in the fire service and be off probation.
- B. Must have completed Level II Firefighter (State Certification) with additional training of Officer Certification
- C. Must be SPS 330 compliant.
- D. Must have served as a company officer for at least (2) two years.
- E. Must have an AEMT certification prior to election.

Requirements of Assistant Chief Officer:

- A. Minimum of (8) eight years in the fire service and be off probation.
- B. Must have completed Level II Firefighter (State Certification) with additional training of Officer Certification
- C. Must be SPS 330 compliant.
- D. Must have served as a company officer for at least (2) two years.
- E. Must have an AEMT certification.

Requirements of Captains:

- A. Minimum of (5) five years in the fire service and be off probation
- B. Must have completed Level II Firefighter (State Certification) with additional training of Officer Certification
- C. Must be SPS 330 compliant.
- D. Holds an EMR, EMT license or higher.

Requirements of Lieutenants:

- A. Minimum of (3) three years in fire service and be off probation
- B. Must have completed Level II Firefighter (State Certification) with additional training of Officer Certification
- C. Must be SPS 330.

Requirements of Public Information Officer:

- A. Must have completed Level II Firefighter
- B. Public Information course completion
- C. Holds an EMR, EMT license or higher.

Members may be considered as eligible for the above elected officer positions (excluding Chief of department) if they will satisfy the requirements for that position prior to or during their first term in that position.

ARTICLE SEVEN

Section 1- RULES OF ELECTION -The election of Officers for the WFRD shall be conducted by taking nominations from the floor for each elected position starting with the highest position up for election. All nominations shall be posted for all members voting to see the members nominated for each position up for election. A motion and a second shall close nomination for each position from the floor. The motion shall be approved and seconded by voice. After nominations are closed, voting will be done by ballot, with the highest-ranking officer appointing a ballot committee of (3) three members (probation members if any) of the WFRD. The top (2) two nominees receiving the most votes shall be voted on one final time, with the person receiving the most votes being appointed to that respective position. All voting to be done by ballot; the highest-ranking officer present shall act as Chairperson of the meeting.

Section 2- Any member interested in running for an officer position who meets the qualifications as stated in Article Six Section 4 may address all members at the WFRD meeting (4) four months prior to the election.

Section 3- Once a vote has been taken it shall be considered final and binding.

Section 4- We shall implement EMS personnel to assist in the staffing of our EMS functions. EMS shall fall under the charge of the WFRD. It should be up to the WFRD Administration to determine staffing levels. All EMS members shall adhere to all rules of the WFRD. It should be so stated that EMS contrives of the following: any member(s), which has physical duties that pertain to EMS in general. (i.e.: shall consist of but not limited to AEMT, EMT'S AND EMR'S, AND DRIVERS). EMS members in good standing are allowed to partake in the voting of the officers, new members, and bylaws.

Section 5 - Election of Officers and Officer Requirements

~~WFRD Officers are elected by the membership from within the membership. The election of officers occurs at the January WFRD Meeting (Fourth Monday). The highest ranking officer present will act as Chairperson of the meeting. Spelled out in Article 6 Sect 1 & 2~~
Fulltime employees are eligible to vote on Captains on down.

Section 5A – Requirements for voting:

Members must have been on the department for a minimum of 6-months to be eligible to vote for WFRD Officers. Article 2 sec 3

ARTICLE EIGHT

Section 1 - Grievance Procedure:

Effective member officer relationships are necessary to carry out the department's responsibilities to its residents in an efficient and economical manner. To maintain harmonious member officer relationships, it is advisable to give prompt consideration and equitable adjustment of member grievances informally, and both officers and members are expected to make every effort to resolve problems as they arise. However, it is recognized there will be grievances, which will be resolved only after formal appeal and review. Members are permitted to have representation present at any of the three steps below.

The Grievance Procedure is as follows:

Step 1: Discussion of the Problem with the Officer(s). If a member feels any working condition, policy, practice or action by the department or the Fire Chief is unjust, he or she should inform an officer and discuss the matter confidentially and in private with him or her.

Step 2: Written Grievance to Fire Chief. If the situation remains unresolved after discussion with an officer, a member may present the grievance in writing to the Fire Chief. Reference Appendix H. The written grievance shall fully state the details of the problem and suggest a remedy. It should also include a summary of communications with the officer/s on the subject. The written grievance should be filed within five (5) days of discussion with the officers.

Step 3: Grievance Conference with the Fire Chief and Mayor. The Fire Chief will review the grievance and call the member for a scheduled conference with the mayor. This may, at their discretion, be with or without the presence of other officers. At this conference, the member should feel free to openly discuss the complaint and substantiate the reasons for such grievance. The Fire Chief and Mayor will consider the member's input and render a decision. The conference should be scheduled within 15 days of filling the written grievance. 7.12

ARTICLE NINE

Section 1- The Chief to direct what action to be taken on illness or funerals of members, their immediate family or past members.

ARTICLE TEN

Section 1- The format of the WFRD meeting shall follow the Roberts rule of order.

Section 2- The Chief shall appoint all standing committees.

Section 3- Every member wishing to speak, shall address the Chair, standing in their place, and confine themselves to the question under consideration and avoid personalities.

Section 4 When (2) two or more members arise at the same time, the Chair shall name the person who is to speak first.

Section 5 When a member is called to order, they shall resume their seat until the Chair shall have decided whether he/she be in order or not. Any member may appeal a decision of the Chair on a point of order and the question shall be: "Do you sustain the Chair?" and it shall be decided by a majority vote of the members present.

Section 6- When a question is under consideration, no motion shall be received unless to adjourn, to lie on the table, to postpone to a certain day, to amend or postpone indefinitely and these several motions Shall have precedence in the order in which they stand arranged.

Section 7- It shall be order for any member who voted in the minority on any question to move a reconsideration of such a vote at the same or the next succeeding meeting.

Section 8- All business not provided for in the proceeding rules shall be transacted in accordance with Roberts Rule of Order.

Section 9- A motion to adjourn shall always be in order.

Section 10- All Regular WFRD meeting will be on the 4th Monday of each month starting with the Officers meeting at 5:30 PM and WFRD meeting starting at 7:00 PM.

Section 11- Any member that serves (10) ten or more years in the WFRD will be invited back to the annual dinner every year. Any member not serving (10) ten years will be invited back every (5) five years until they have been out of the WFRD for (15) fifteen years and then they are invited back every year after the (15) fifteen-year date. (5) five years of no response to the invitation will be dropped from the list.

RESIGNATION/INACTIVE FORM

Date of resignation/inactive: _____

To Waterloo Fire and Rescue officers and members,

I am notifying you of my resignation from the department effective on the above date. Place my personnel folder in the inactive file. At this time, I am unable to stay active in the department as defined in the Policies and Procedures. When and if life changes, I understand that I may re-apply through the interview process and would be asked to adhere to those requirements.

I will, return issued items in good working order and in a timely manner. I understand that failure to return this equipment may result in paying for it.

I recognize that resident businesses entrusted me, as a department member, with important information relating to their health, property and business, and I understand that it is my obligation to maintain the confidentiality as agreed to as a member.

Signed: _____ Date: _____

Returned:

- Key(s)
- Pager
- Radio
- Laptop
- ID Badge
- Turnout Gear – Including tools etc.
- Department EMS Jacket (if applicable)
- Complete Dress Uniform
- Other: _____
- Other: _____

Missing items: _____

Cost of missing items: _____

(Some members may be allowed to keep items at the discrepancy of the Chief Officers)

Notes: _____

Acknowledging Officer Signature: _____ Date: _____

RESOLUTION #2026-13

2025 Financial Carry-Over Approvals

Whereas, the following chart defines the line-item categories proposed for 2025-2026 carry over designation by the Clerk/Treasurer's office, with minor residual debit modifications expected to account for remaining 2025 invoices received in 2026.

CITY OF WATERLOO

**Revenue Assignments WORKPAPER
FOR THE YEAR ENDED 12/31/2025**

ACCOUNT #	DESCRIPTION	BEGINNING YEAR BALANCE	TRANSFER (LOSS)	CURRENT YEAR EXPENSES	CURRENT YEAR REVENUE/ALLOWANCE	YEAR END ASSIGNMENT
FUND 100						
100-32610	POLICE DONATION DEFIBULATOR	666.88	-	-	-	666.88
100-32631	POLICE DONATION SPEED LIMIT ALERT SIGN	240.15	-	-	-	240.15
100-32635	POLICE PATROL UNIFORM ALLOWANCE	643.48		(6743.48)	6,100.00	612.67
100-32640	DPW UNIFORM ALLOWANCE	-	(298.01)	(901.99)	1,200.00	-
	FUND 100 TOTAL	3,198.59	(485.12)	(9,162.96)	8,000.00	1,550.51
FUND 220						
220-32635	FIRE DEPT UNIFORM ALLOWANCE	77.45		(1760.41)	2000.00	319.04
220-34100	FUND BALANCE CAPITAL PROJECT	486,012.34	-	-	-	486,012.34
	FUND 220 TOTAL	486,202.51	-	(1,612.72)	1,500.00	486,089.79
FUND 225						
225-32625	PARK EQUIPMENT CARRYOVER (BLACKTOP)	10,102.00	-	-	-	10,102.00
225-35000	PARK-LIONS FOUNTAIN HEAD				1395.00	1395.00
225-39999	CAROUSEL	30,678.98				30678.98
	FUND 225 TOTAL	40,780.98	-	-	-	40,780.98
FUND 400						
400-32602	SQUAD CAR FUND	47,078.60	-	-	-	47,078.60
400-32606	EMERGENCY GOVT SIRENS FUND	8,000.00	-	-	-	8,000.00
	FUND 400 TOTAL	55,078.60	-	-	-	55,078.60
FUND 600						
600-34310	PROFESSIONAL SERVICES CARRYOVER	25,000.00	-	-	-	25,000.00
600-34301	DOWNTOWN REVITALIZATION PLAN	-	-	-	5000.00	5000.00
	FUND 600 TOTAL	25,000.00	-	-	-	25,000.00
FUND 812						
812-34105	LIBRARY CARRYOVER COUNTY	106,490.30	-	-	-	106,490.30
812-34106	LIBRARY CARRYOVER CLARK	37,222.46	-	-	79.16	37301.62
812-34107	LIBRARY CARRYOVER MEMORIAL-DONATION FUND	64,769.57	-	-	143,780.00	208549.57
	FUND 812 TOTAL	181,637.69	26,844.64	(130,367.99)	130,367.99	143,712.76

Therefore, Be It Resolved, by the Common Council of the City of Waterloo, Wisconsin, that it hereby authorizes the 2025-2026 carry-over amounts as stated with final amounts to include any residential debits for accounts listed which may have remaining 2025 invoices, received in 2026, after resolution adoption.

PASSED AND ADOPTED this _____, 2026 .
City of Waterloo

Signed:

Mayor Jenifer Quimby

Attest:

Jeanne Ritter, City Clerk

FINANCE AND PERSONNEL COMMITTEE ROLLING TASK LIST

1. EMPLOYEE HANDBOOK – REFRESH
 - *Vacation policy *Sick Leave – updated*Residency requirement
2. NEW HANDBOOK POLICY – AI
 - *Committee of department heads* - 1st meeting 7/8/25
3. FIRE CHIEF MEETING - ROLE AND EXPECTATIONS FOR POSITION
 - a. Sale of Equipment; wants 3rd Ambulance & another Brush Truck
4. WU DELINQUENT UTILITIES – MBHM/COLLECTION FEES & LEGAL FEES
5. FIRE DEPARTMENT – DONATIONS/ORDINANCE (3 accounts)
6. UTILITIES/CITY WRITE-OFF FROM AUDIT
 - *Lana zeroed out, need to review issue and bill back Utility if needed (from 2019, 2022)
 - **In process of reconciliation of the account.
7. PLANS FOR HICKORY AND MAPLE ST – REVIEW-HOUSING
8. POLICY FOR ROADS AND SHARING COST WITH UTILITIES
 - * 33% has been prior practice, not written anywhere. Hendricks will be split as part of USDA information.
9. OVERPAYMENTS OF CITY PROPERTY TAXES
10. REVISE FUND BALANCE ORDINANCE – PRIOR TO 2027 BUDGET
 - *Ehlers Recommendation
11. FORM ADHOC COMMISSION WITH TOWNSHIPS – FIRE/EMS
 - *March/April – FUNDING MOVING FORWARD
12. DEPARTMENT HEAD REVIEWS
 - *Schedule

COMPLETED TASK ITEMS

~~NEW HANDBOOK POLICY - ANTI-BULLYING~~ Approved - June 2025

~~DPW/PARKS DEPT HEADS - PERSONNEL SUPERVISION PROCEDURES~~
Approved in May (DPW) and June (Parks) 2025

City of Waterloo Finance, Insurance & Personnel Committee - - Annual Calendar

revised: 12/26/2024

- Meeting night: 3rd Thursday of month at 6:00 pm**
- Monthly recurring: review of disbursements, payroll, and treasurer's reports**

JANUARY <ul style="list-style-type: none"><input type="checkbox"/> Review of Department Heads as needed.<input type="checkbox"/> Audit Prep
FEBRUARY <ul style="list-style-type: none"><input type="checkbox"/> Audit
MARCH <ul style="list-style-type: none"><input type="checkbox"/> Fee Schedule Review
APRIL <ul style="list-style-type: none"><input type="checkbox"/> § 53-12 Review of debt schedules & debt refunding opportunities.<input type="checkbox"/> Audit Presentation third Thursday
MAY <ul style="list-style-type: none"><input type="checkbox"/> Addressing items raised in financial audit and Workman's Comp audit<input type="checkbox"/> Resolution for carryover after audit is complete
JUNE <ul style="list-style-type: none"><input type="checkbox"/> Mayor's Budget start date; build Council consensus for budget policy objectives<input type="checkbox"/> Tax Incremental Finance Districts, review.<input type="checkbox"/>
JULY <ul style="list-style-type: none"><input type="checkbox"/> Meet with Dept. Heads on Budget Expectation & Concerns<input type="checkbox"/>
AUGUST <ul style="list-style-type: none"><input type="checkbox"/> Budget deliberation.
SEPTEMBER <ul style="list-style-type: none"><input type="checkbox"/> § 53-14 Updating capital improvement plan.<input type="checkbox"/> Budget deliberation.
OCTOBER <ul style="list-style-type: none"><input type="checkbox"/> Initial review of calendar year insurance renewal policies.<input type="checkbox"/> Final Committee budget recommendation to full City Council.
NOVEMBER <ul style="list-style-type: none"><input type="checkbox"/> Final review of calendar year insurance renewal policies.
DECEMBER <ul style="list-style-type: none"><input type="checkbox"/> <u>Review and recommend Current Budget Amendment #2 (July – Dec.)</u>