

July 1, 2024

FINANCE COMMITTEE

5:10 p.m.

Harold E. Getty Council Chambers

Roll Call

Members present: Chairperson Ray Feuss, Vice Chairperson Rob Nichols and John Chiles.

Approval of Agenda

Nichols/Chiles

that the agenda, as proposed, be approved. Voice vote-Ayes: Three. Motion carried.

Approval of Minutes of June 17, 2024, as proposed or amended.

Nichols/Chiles

that the minutes of June 17, 2024, as proposed or amended, be approved. Voice vote-Ayes: Three. Motion carried.

TRAVEL REQUESTS

Nichols/Chiles

that the request for the following travel requests be approved. Voice vote-Ayes: Three. Motion carried.

**Sgt. Ludwig**

Class/Meeting: Executive Leadership Institute

Destination: Cedar Falls, IA

Dates: July 22-26, 2024

Amount not to exceed: \$795.00

**Sgt. Wilson, Officers Nichols and Wittmayer**

Class/Meeting: 2024 Iowa IAI Basic Crime Scene Class

Destination: Ankeny, IA

Dates: September 16-20, 2024

Amount not to exceed: \$2,850.00

**Officer Gergen**

Class/Meeting: Firearms Instructor Course

Destination: Johnston, IA

Dates: September 30, 2024 - October 4, 2024

Amount not to exceed: \$1,792.00

**Sgt. Wilson, Sgt. Hoelscher, and Officers Nichols and Schaaf**

Class/Meeting: Red Dot Pistol: Fundamentals  
Destination: Mason City, IA  
Dates: August 29-30, 2024  
Amount not to exceed: \$3,246.00

**Sgt. Weber and Officer Sadd**

Class/Meeting: Less Lethal ICP Instructor  
Destination: West Allis, WI  
Dates: July 8-12, 2024  
Amount not to exceed: \$3,099.00

**Lt. Farmer, Lt. Girsch and Lt. Camarata**

Class/Meeting: Background Investigation for Police Applicants  
Destination: Cedar Falls, IA  
Dates: August 22-23, 2024  
Amount not to exceed: \$1,275.00

**LeKeisha Veasley, Housing Director**

Class/Meeting: Housing Pro/Happy Software On-line Training  
Destination: On-line  
Dates: July 2024  
Amount not to exceed: \$1,475.00

**LeAnn Even, Deputy City Clerk**

Class/Meeting: Iowa League of Cities Annual Conference  
Destination: Sioux City, IA  
Dates: September 18-20, 2024  
Amount not to exceed: \$950.00

**Lt. Payne, Sgt. Gann, Officers Aitchison and Kramer**

Class/Meeting: National Gang Research Center Conference  
Destination: Chicago, IL  
Dates: August 4-7, 2024  
Amount not to exceed: \$6,667.00

**PRE-AUTHORIZATION TO EXPEND OVER \$2,500.00**

Chiles/Nichols

that the request for the following pre-authorizations to expend over \$2,500.00 be approved.

Voice vote-Ayes: Three. Motion carried.

**Airport (Fire turnout gear)**

Amount: \$4,200.00 + \$50.00 S/H

Expenditure: (1) New set of Fire Turnout gear for new Ops employee.

**Airport (Parking Equipment Service Warranty)**

Amount: \$9,914.00

Expenditure: FY25 service agreement for TIBA parking equipment.

**Central Garage (Lift Inspections)**

Amount: \$4,762.00 to include load testing.

Expenditure: Lift inspections for truck cranes, bucket trucks, digger derrick, auto lifts and overhead crane.

**Central Garage (Maintenance of Fuel Tanks)**

Amount: Blanket Pre-Auth NTE \$38,000.00 + \$1,000.00 S/H

Expenditure: Treating, cleaning and maintaining of city fuel tanks.

**Finance (Annual Software Maintenance)**

Amount: \$151,821.44

Expenditure: Annual maintenance fees for financial, human resources and community development software with Tyler Technologies Inc.

**Finance (Annual Software Maintenance)**

Amount: \$13,615.88

Expenditure: Annual software maintenance for advance scheduling/advance scheduling mobile for timesheets for payroll with Tyler Technologies.

**Finance/HR (Annual Time Clock Software)**

Amount: \$3,099.25

Expenditure: Annual software renewal for time clocks required by specific departments for the timekeeping system.

**Finance (Credit Card Readers)**

Amount: \$3,545.00

Expenditure: Purchase (5) new point-of-sale (POS) credit card readers in the Clerk's Department and Building Department to replace the current POS readers.

**Leisure Services (Floor Re-coating at the Sportsplex)**

Amount: \$6,851.25

Expenditure: Re-coat the gym floor and fitness studio floor at the Cedar Valley Sportsplex.

**Leisure Services (Printer/Copier Machine)**

Amount: \$6,744.00

Expenditure: Purchase of new printer/copy machine at the Cedar Valley Sportsplex.

**MIS (Backup Software Licensing)**

Amount: \$7,490.00

Expenditure: Rapid Recovery backup software licensing and support.

**MIS (Server and Storage Maintenance Renewal)**

Amount: \$11,675.00

Expenditure: Server and Storage maintenance renewal, licensing and support.

**Planning (Asbestos Survey)**

Amount: \$6,650.00

Expenditure: Asbestos Survey Contract No. AS-2024-06-07P, for properties located at 1335 Mulberry Street, 724 Lincoln Street, 418 Oak Avenue, 110 Chestnut Street, 318 Bratnober Street, 309 E. 2nd Street, and 1103 Commercial Street.

**Police (Briefcam Protect Software One Year Support)**

Amount: \$18,000.00

Expenditure: One year subscription to Briefcam Protect software support.

**Sewer (Water Truck Pump)**

Amount: \$3,910.59 + \$235.00 S/H

Expenditure: Pump for Water Truck

**Street Department (Trailer for Pavers)**

Amount: \$47,230.00 + \$750.00 S/H

Expenditure: Trailer for asphalt pavers (both regular and mini-paver).

**Street Department (Asphalt Tarps)**

Amount: \$9,808.00

Expenditure: (4) asphalt vinyl tarps 14' x 84" for truck numbers 901, 902, 607 and 608.

**Streets (Generator Repair)**

Amount: \$3,659.89

Expenditure: Generator repairs due to lightning strike.

**Traffic (25' Mobile Traffic Signal)**

Amount: \$28,990.00

Expenditure: Mobile traffic signal to be used after the knockdown of a traffic signal due to an accident or other incident.

**BUDGET LINE ITEMS TO BE AMENDED**

Feuss/Chiles

that the following budget line item amendments be approved. Voice vote-Ayes: Three. Motion carried.

Approve the project budget to increase various revenue line(s) and various expenses line(s) for the FY 2024 La Porte Road Improvements, Phase I project, in the amount of \$16,133,000.00, as submitted by the Engineering Department.

Approve the project budget for the FY 2025 Sidewalk Ramp & Trail Repair Program - Zone 4 project, in the amount of \$267,000.00, as submitted by the Engineering Department.

Approve the project budget to increase the Federal Grants revenue line and the Wearing Apparel expense line for a Bullet Proof Vests Grant, in the amount of \$13,335.00, as submitted by the Police Department.

Approve the project budget to increase the Cash on Hand, State Grant, and Sale of Bonds revenue line(s) and Engineering & Consulting and Storm Sewers expenses line(s) for the FY 2025 Sergeant Road Trail Bridges Replacement project, in the amount of \$790,233.00, as submitted by the Engineering Department.

Approve the project budget to increase the Cash on Hand and Federal Grant revenue line(s) and Engineering & Consulting and Bridges expenses line(s) for the Hammond Avenue Bridge Replacement Over Sink Creek project, in the amount of \$2,700,000.00, as submitted by the Engineering Department.

**OTHER COMMITTEE BUSINESS**

Feuss/Chiles

that the following refund request be approved. Voice vote-Ayes: Three. Motion carried.

Request approving a refund to Nicholas Manela, on property located at 344 Lamont Street, Waterloo, IA 50703, in the amount of \$149.45, for fees and interest paid in error for sewer, storm and garbage assessment fees.

#### BILLS PAYMENT

June 24, 2024.

Feuss/Nichols  
that the Bills Payment, as contained in the Accounts Payable invoice Report dated June 24, 2024, in the amount of \$6,581,857.34, be approved. Voice vote-Ayes: Three. Motion carried.

July 1, 2024.

Feuss/Nichols  
that the Bills Payment, as contained in the Accounts Payable invoice Report dated July 1, 2024, in the amount of \$7,363,114.48, be approved. Voice vote-Ayes: Three. Motion carried.

#### ADJOURNMENT

Nichols/Chiles  
that the meeting be adjourned at 5:18 p.m. Voice vote-Ayes: Three. Motion carried.

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Kelley Felchle  
City Clerk