



**THE CITY COUNCIL OF WATERLOO, IOWA
WORK SESSION TO BE HELD AT
Harold E. Getty Council Chambers
Monday, April 15, 2024
4:55 PM**

RULES FOR WORK SESSION PUBLIC COMMENT

Iowa Code Chapter 21 gives the public the right to attend council meetings, but it does not require cities to allow public participation except during public hearings. The city council shall not receive any public comment during a work session.

Roll Call.

Agenda, as proposed or amended.

Approval of Minutes of April 1, 2024, as proposed.

4:55 p.m. Discussion of a Public Purpose Policy for the Expenditure of Funds.

Submitted by: Bridgett Wood, Finance Director

ADJOURNMENT

Kelley Felchle
City Clerk

April 1, 2024

COUNCIL WORK SESSION
Harold E. Getty Council Chambers
4:50 p.m.

Roll Call

Members present: Mayor Quentin Hart in the Chair. Mr. Boesen, Mr. Nichols, Ms. Creighton-Smith, Mr. Chiles, Mr. Simon, Ms. Wilder and Mr. Feuss.

Agenda, as proposed or amended

Feuss/Nichols
that the agenda, as proposed, be approved. Voice vote-Ayes: Seven. Motion carried.

Approval of Minutes of the March 18, 2024, Council Work Session as proposed or amended.

Feuss/Nichols
that the minutes of the March 18, 2024, Council Work Session as proposed, be approved.
Voice vote-Ayes: Seven. Motion carried.

Discussion of the FY2025 Budget.

Bridgett Wood, Finance Director, provided an overview of the published levy rates for FY2025 along with the proposed certified budget for FY2025.

ADJOURNMENT

Feuss/Boesen
that the council adjourn at 5:04 p.m. Voice vote-Ayes: Seven. Motion carried.

Kelley Felchle
City Clerk

Prepared by LeAnn M. Even, Deputy City Clerk, City of Waterloo, 715 Mulberry Street, Waterloo, IA 50703, (319) 291-4323.

RESOLUTION NO. 2024-____

RESOLUTION APPROVING A PUBLIC PURPOSE POLICY
FOR THE EXPENDITURE OF FUNDS AND AUTHORIZING
THE MAYOR AND CITY CLERK TO EXECUTE SAID
DOCUMENT.

WHEREAS, the City of Waterloo is an organization the same as other work units; and

WHEREAS, it is important for employee morale to acknowledge years of service, show appreciation for their work, join in the celebration of a family event or send condolences for a death; and

WHEREAS, the City must determine that certain expenditures are considered “for the public good” so public funds can be used on them;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WATERLOO, IOWA,

Section 1: That the Public Purpose Policy for Expenditure of Funds shall be as follows:

- Deaths and illnesses: The City may make an expenditure to recognize the death of an employee, the illness of an employee, the death of an employee’s family member, the death of a Council member, the illness of a Council member, the death of a Council member’s family member, or the death of a past Mayor. This expenditure may be in the form of flowers, plant, a contribution to a memorial fund, or other item that is suitable for recognition such as a tree. This shall be limited to the employee’s or Council member’s immediate family as defined in the Employee Handbook or Union Contract.

The maximum City expenditure for said gifts should not exceed \$80.00 per gift (including delivery charges) for an illness or for a death. When requested by the family of the deceased, a memorial may be made to a charitable organization in the amount of \$75.00, in lieu of flowers or a plant.

The Finance Director may approve expenditures for flowers or a plant to other persons as appropriate.

- Sustenance supplies: The City may purchase sustenance supplies for the City's use. Sustenance supplies will include, but not be limited to, the following items: coffee, coffee creamer, coffee filters, sweetener, paper products including plates, cups, and utensils, paper towels or napkins, bottled water, sports drinks for staff who work outside on hot days, facial tissue, and any products deemed necessary by the Finance Director as falling under the term "sustenance."
- Family events such as wedding or birth of a child: The City may make an expenditure to recognize the special events in the life of an employee or Council member such as a wedding or the birth of a child. It is recommended that employees contribute to the cost of a gift, but in no instance shall City expend more than \$100 for a wedding or \$50 for the birth of a child.
- Retirement, longevity, or recognition gift: The City may make an expenditure to recognize the retirement of an employee or Council member, to recognize the longevity anniversary of an employee or Council member, or to recognize individual employees and/or teams for their outstanding accomplishments in the advancement and improvement of services provided to the citizens of Waterloo.

The maximum City expenditure for said retirement or longevity gifts should not exceed \$250.00 per gift. The maximum City expenditure for said recognition gifts should not exceed \$50.00 per gift. The City may make an expenditure for items related to a retirement reception or employee recognition reception not to exceed \$200.00. The City Finance Committee may approve expenditures that exceed \$200.00 on a case-by-case basis.

The Finance Director may approve expenditures for flowers, a plant or other gift to recognize the retirement, longevity, or accomplishment recognition, as appropriate.

PASSED AND ADOPTED this ____ day of _____, 20__.

Quentin Hart, Mayor

ATTEST:

Kelley Felchle, City Clerk

SEAL

