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City of Veneta
Budget Committee Minutes
For May 19, 2009

Committee Members Present: Sharon Hobart-Hardin, Tim Brooker, Sandra Larson, Darrell Carman, Marion Esty, Gail Wilkie, Jeanette Lang, Keith Weiss, Brant Dutton and Robbie McCoy.

Staff Members Present: Ric Ingham, City Administrator; Jerri Moore, Finance Director.

Chairperson Tim Brooker called the City of Veneta Budget Committee to order at 4:40 p.m.

Review of Changes:

- Jerri Moore reviewed material presented at the May 5, 2009 meeting including the City Administrator's Budget Message, property tax estimates, personnel cost allocations, planned projects and purchases, the FY2009-2010 Budget Summary and changes to the City's fund structure. She also reminded the Committee of the funds given "tentative approval" at the May 5, 2009 Budget Committee meeting: General Fund, Debt Service Fund, Law Enforcement Fund, Parks and Recreation Fund and Street Fund.

The Committee then resumed their review of the Proposed Budget for the 2009-2010 fiscal year. Ric Ingham introduced each fund and presented the planned activities.

Municipal Water Fund –

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

Municipal Sewer Fund –

Motion: Sharon Hobart-Hardin made a motion to tentatively approve, Brant Dutton seconded; motion carried unanimously.

Stormwater Drainage Fund –

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

Capital Construction Fund – Governmental -

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

Capital Construction Fund – Enterprise -

Motion: Sharon Hobart-Hardin made a motion to tentatively approve, Brant Dutton seconded; motion carried unanimously.

Public Works Equipment Fund –

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

Zumwalt Campground Fund –

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

Commercial Loan Fund –

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

911 Agency Tax Fund –

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

Administrative Tasks:

Approval of May 15, 2008 Minutes:

- Before taking a break in the meeting, Chairperson Tim Brooker requested approval of the minutes for the May 15, 2008 Budget Committee meeting. Sharon Hobart-Hardin made a motion to approve the May 15, 2008 minutes. Brant Dutton seconded the motion. The Committee approved the motion unanimously.

Approval of May 5, 2009 Minutes:

- Approval of the May 5, 2009 Budget Committee meeting minutes was requested. A motion to approve the May 5, 2009 minutes was made by Brant Dutton. Sharon Hobart-Hardin seconded the motion. The Committee approved the motion unanimously.

At 5:40 p.m., the Committee took a short break. At this time, Darrell Carman excused himself as he had to leave the meeting. The Committee resumed the meeting at 6:08 p.m.

Planning Fund –

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

Debt Service Lease/Purchase Fund –

Motion: Sharon Hobart-Hardin made a motion to tentatively approve, Brant Dutton seconded; motion carried unanimously.

Capital Projects – New Pool Facility Fund –

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

Capital Projects – West Broadway Development Fund –

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

Applegate Pioneer Museum Fund –

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

Local Improvements Fund –

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

Grants Fund –

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

2007 Inverse Condemnation Fund –

Motion: Sharon Hobart-Hardin made a motion to tentatively approve, Brant Dutton seconded; motion carried unanimously.

Reserve Fund – Governmental -

Motion: Brant Dutton made a motion to tentatively approve, Sharon Hobart-Hardin seconded; motion carried unanimously.

Reserve Fund – Enterprise -

Motion: Sharon Hobart-Hardin made a motion to tentatively approve, Brant Dutton seconded; motion carried unanimously.

Final Approval of FY 2009-2010 Budget:

Chairperson Brooker asked the Committee members if there were any further questions before he requested approval of the FY 2009-2010 Budget Proposal. He stated the members would receive a revised budget document incorporating the changes discussed during this evening's meeting. The members indicated they had no further questions; Chairman Brooker asked for approval of the FY 2009-2010 Budget Proposal as modified.

Motion: Sharon Hobart-Hardin made a motion to approve the FY 2009-2010 Budget Proposal as modified. Brant Dutton seconded the motion. The motion carried unanimously.

Closing:

Chairperson Brooker announced the required Public Hearing on the Approved FY 2009-2010 Budget would be held at the June 8, 2009 City Council meeting. Committee members were invited to attend. The meeting was adjourned at 6:36 p.m.

Minutes approved this 20th day of May, 2010.

/s/ T. J. Brooker
Chairperson

original minutes cannot be located. See the following page for approval of the May 19, 2009 minutes at the May 20, 2010 meeting.

Attest: /s/ Brant Dutton
Secretary

Minutes Prepared By: Jerri Moore, Finance Director

City of Veneta
Budget Committee Minutes
May 20, 2010

Committee Members Present: Chairman Tim Brooker, Secretary Sharon Hobart-Hardin, Darrell Carman, Marion Esty, Keith Weiss, and Robbie McCoy

Staff Members Present: Ric Ingham, City Administrator and Sheryl Hackett, City Recorder

CALL TO ORDER

Chairperson Tim Brooker called the City of Veneta Budget Committee to order at 4:30 p.m.

ADMINISTRATIVE TASKS

Approval of Minutes for May 19, 2009

MOTION: Sharon Hobart-Hardin made a motion to approve the Budget Committee minutes for May 19, 2009. Keith Weiss seconded the motion which passed unanimously

REVIEW CHANGES

City Administrator Ric Ingham reviewed the material covered during the May 6, 2010 meeting, including the changes proposed at the last Budget Committee meeting and the funds already 'tentatively approved". Ric provided the committee with several revisions requested at their last meeting. Page 2 shows a $79,859 transfer from Urban Renewal to the General Fund which is reflected in an increase to the Un-appropriated Ending Fund Balance on page 5. Page 10 shows a reduction in transfers from the Park and Recreation Fund to the Capital Projects Fund for the new pool from $203,200 to $128,200 which is reflected in an increase to the Un-appropriated Ending Fund Balance on page 11. This reduction is also reflected on page 23 which shows a $75,000 increase in the expenditures for the New Pool in the Capital Construction (Government) fund. Both the change to the Park & Recreation fund and Capital Construction Fund (Government) are also shown on page 33, lines 9 and 10. The changes also are reflected in the budget totals on page 45

REVIEW PROPOSED 2010-11 BUDGET BY FUND (Continued from May 6, 2010)

Municipal Water

MOTION: Sharon Hobart-Hardin made a motion to tentatively approve the Municipal Water fund. Darrell Carman seconded the motion which passed unanimously.

Municipal Sewer

MOTION: Sharon Hobart-Hardin made a motion to tentatively approve the Municipal Sewer fund. Darrell Carman seconded the motion which passed unanimously.

Stormwater Drainage

MOTION: Sharon Hobart-Hardin made a motion to tentatively approve the Stormwater Drainage fund. Darrell Carman seconded the motion which passed unanimously.

Capital Construction-Governmental

MOTION: Keith Weiss made a motion to tentatively approve the Capital Construction (Governmental) fund. Sharon Hobart-Hardin seconded the motion which passed unanimously.