

**City of Veneta Budget Committee Minutes  
May 2, 2013**

**Committee Members Present:** Calvin Kenney, Thomas Cotter, Sandra Larson, William (Billy) Curtiss, Jamie Garner, Victoria Hedenstrom, Thomas Laing, Brittany Boothe and Keith Weiss  
**Staff Members Present:** Ric Ingham, City Administrator and Shauna Hartz, Finance Director

**CALL TO ORDER**

Shauna Hartz called the City of Veneta Budget Committee to order at 6:10 p.m.

**ADMINISTRATIVE TASKS**

- A. Councilors Hedenstrom and Laing were introduced to the budget committee members.
- B. Approval of Minutes from June 11, 2012  
**MOTION:** Thomas Cotter made a motion to approve the June 11, 2012 minutes. Keith Weiss seconded the motion which passed unanimously.
- C. City Administration Ric Ingham read the budget message for the fiscal year 2013-14.
- D. Materials for Section I and Section IV were explained and distributed to committee members to add to their budget documents.
- E. Election of Chairperson and Secretary.  
**NOMINATION:** Thomas Cotter nominated Sandra Larson for chairperson. Larson declined the nomination to nominate Calvin Kenney. Cotter seconded the nomination. There were no other nominations. Kenney was unanimously approved by the committee to be the chairperson.  
**NOMINATION:** Calvin Kenney nominated Sandra Larson for secretary. Thomas Cotter seconded the nomination. There were no other nominations. Larson was unanimously approved by the committee to be the secretary.

**BUDGET DOCUMENT REVIEW**

Hartz reviewed Sections II through VII. The topics included the Budget Committee, Process, and Schedule; Organizational and Fund Structure; Resources, and Requirements.

Questions that the committee members had were, for the most part, answered by Hartz and/or Ingham. Follow up information will be provided at the May 16, 2013 meeting.

**PUBLIC COMMENT**

There were not any members of the public present at the meeting.

**REVIEW OF PROPOSED BUDGET DETAIL SHEETS**

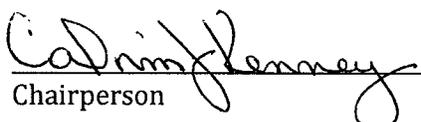
- A. Hartz explained the format of the detail sheets.
- B. Hartz walked the committee through Sections VIII and IX which contained the narrative and detail sheets for the following funds.  
General Fund and Special Revenue Funds: Law Enforcement, Parks and Recreation, Planning, Streets, Storm Water Drainage, Capital Construction – Governmental, Grants, 2007 Inverse Condemnation, Zumwalt Campground, Business Assistance Grant/Loan, 911 Agency Tax, and Local Improvements

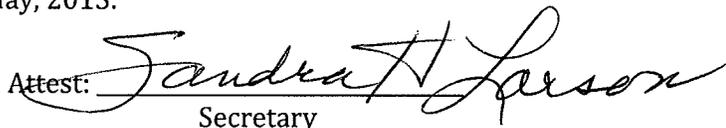
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**ADJOURN**

The next meeting of the budget committee will be May 16, 2013 at 6:00 pm. Chairperson Kenney adjourned the Budget Committee meeting at 8:40 p.m.

Minutes approved this 16<sup>th</sup> day of May, 2013.

  
Chairperson

Attest:   
Secretary