

Village of Cottage Grove  
**FINANCE AND PERSONNEL COMMITTEE**  
Tuesday, October 13, 2020

**MINUTES**

1. **Call to Order**

Village President John Williams called the meeting to order at 6:33 p.m. this was a zoom meeting.

2. **Determination of Quorum and that the Agenda was properly posted**

It was determined that there was a quorum of members present and that the agenda was properly posted. Committee members present were Troy Allen, Heidi Murphy, John Williams, and Jim Elmore. Staff present were: Administrator Matt Giese, Treasurer Deb Winter, Clerk Lisa Kalata, Police Chief Dan Layber, Director of Public Works and Properties JJ Larson, Parks, Recreation & Forestry Director Sean Brusegar, Cable Coordinator Derek Westby and Zoning and Planning Director Erin Ruth.

3. **PUBLIC APPEARANCES** – *Public's Opportunity to Speak About Any Subject That Is Not A Specific Agenda Item.*

None

4. **Discuss and Consider the minutes of the Finance & Personnel Committee Meeting from October 14, 2019.**

**Motion** by Allen to approve the minutes of the October 14, 2019 Finance & Personnel Committee Meeting, seconded by Murphy. **Motion** carried with a voice vote of 4-0-0.

5. **Review Draft 2021 Budget Proposals and Discuss and Consider Recommendation to The Village Board.**

Administrator Giese reviewed the budget memo and staff walked through their individual budget requests as presented in the packet. **Motion** by Murphy to approve the Draft 2021 Budget Proposals and Recommend approval to the Village Board with the change of the CDA request funding source to be as follows: \$5,500 Capital Fund, \$20,000 TID#5, \$1,500 TID #8, \$1,500 TID #9, \$1,500 TID #10, seconded by Williams. **Motion** carried with a voice vote of 3-0-0 Jim Elmore dropped off the call at 7:45 p.m.

6. **Motion** by Allen to adjourn at 7:45 p.m., seconded by Murphy. **Motion** carried with a voice vote of 3-0-0.

**Lisa Kalata, Clerk**  
**Village of Cottage Grove**  
**Approved:**

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.