



Workshop Meeting of the Livonia Town Board
Held at the Livonia Town Hall
Monday, January 31, 2024

Supervisors present: Hass, Hiller, Kukowski, Kluge Jr, and Spencer.

Staff present: Clerk/Treasurer Hammre, Deputy Clerk/Treasurer Fiedler, Road Maintenance Superintendent Kelly, Parks and Cemetery Superintendent Aubart.

The Workshop Meeting came to order at 2:30 p.m. for the purpose of performing the 2023 Board of Audit and reviewing the proposed 2024 Budget.

Board of Audit:

Prior to the meeting each Board member selected a minimum of three receipts and three checks (payments) to be audited for the year ending December 31, 2023. During the Board of Audit each Supervisor examined the receipts and confirmed the receipt was written for the exact dollar amount of the check, transfer or electronic fund transfer. Each Supervisor examined the invoices and claims for payment and verified the payments made to vendors were in the amount of the claim. The monthly bank statements were available to confirm the transactions. The Board found all receipts and checks audited to be in good order.

2025 Budget:

Hammre and Fiedler presented the draft budget based on prior year expenditures and revenues and expected expenditures and revenues for 2025. The Board then reviewed the draft budget by examining the line items on the revenue side of the budget, comparing them to 2023 actual expenditures. The Board then reviewed the draft budget by examining line items on the expenditure side of the budget. The proposed 2025 Levy was determined based on the revenues and expenditures reviewed and adjusted.

The proposed budget will be on the agenda to be approved at the February 26, 2024, Regular Board Meeting for presentation at the Annual Meeting on March 12, 2024.

The Workshop meeting concluded at 4:45 pm.

Dated this 26th day of February 2024.



Chair or Vice Chair



Clerk/Treasurer or Deputy Clerk/Treasurer