



Workshop Meeting of the Livonia Town Board
Held at the Livonia Town Hall
Wednesday, February 21, 2018

Supervisors present: Hass, Doeblner, Hiller, Maloney and Pool

Staff present: Clerk/Treasurer Hammre, Deputy Clerk/Treasurer Fiedler and Maintenance Coordinator Berghuis

Chairman Hass called the meeting to order at 6:30 p.m. for the purpose of conducting the Board of Audit and reviewing the proposed 2019 Budget.

Board of Audit:

Prior to the meeting each Board member selected a minimum of three receipts and checks to be audited for the year ending December 31, 2017. 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. They were then verified with the banking records. Each supervisor examined the invoices and claims for payment and verified the checks written to vendors were in the amount of the claim. The Board found all receipts and checks audited to be in good order.

2019 Budget:

The Board reviewed the proposed budget by examining the line items on the revenue side of the budget. The Board then reviewed the proposed budget by examining line items on the expenditure side of the budget, comparing them to 2017 Actual Expenditures. Adjustments were made for future Capital Improvements. The proposed 2019 Levy was determined based on the proposed revenues and expenditures reviewed.

The proposed budget will be on the agenda to be approved at the February 26, 2018 Regular Board Meeting for presentation at the Annual Meeting on March 13, 2018.

The Workshop meeting concluded at 8:29 pm.

Dated this 26th day of February 2018

Chair or Vice Chair

Clerk/Treasurer or Deputy Clerk/Treasurer