

**VEVAY TOWNSHIP  
BOARD OF TRUSTEES  
Budget Work Session/Special Meeting  
Monday, February 20, 2017  
Vevay Township Hall at 11:00 a.m.**

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**MINUTES**

**Members Present:** Supervisor Ramey, Clerk Kean, Treasurer Sherwood, Trustee Lazet & Trustee Lacasse

**Members Absent:** None

**Staff/Others Present:** None

The meeting was called to order at 11:05 a.m. by Supervisor Ramey followed by the Pledge of Allegiance.

**Agenda.** Set as presented.

**Public Comment:** None.

**Budget Amendments for 2016-17.** At this time, there were no required amendments.

**Initial Review of the 2017-18 Budgets.** The Board was presented with the 2017-18 Budget Worksheets which included actual revenues received and expenditures paid from FY 2014-15, 2015-16 and 2016-17 (as of 2-17-17). Also included in the Worksheet was the 2016-17 Amended Budget. Another set of reports generated were a list of ***Must Pay*** (fixed costs), ***Should Pay***, and ***Could Pay*** expenses. It was noted that out of an approximate \$600,000 Budget, \$440,000 represented fixed costs. Beginning with budgeted revenues, the Board reviewed each line item for anticipated revenues. After brief discussions, an amount was entered for each line item as the 2017-18 REQUESTED Budget. The REQUESTED budget amounts for revenues were completed, so the Board decided to take a break.

Lunch break began at 12:56 p.m. The meeting resumed at 1:45 p.m.

The Board continued with the initial review of the 2017-18 Budget Worksheets for anticipated expenditures. The Board worked until 3:40 p.m. with two-thirds of the budget report completed. It was the consensus of the Board to have the Supervisor, Clerk and Treasurer continue with the remaining un-budgeted expenditure line items and present a completed budget at the March 1<sup>st</sup> Workshop. At which time, the Board will review the budgets and discuss any possible changes.

**Adjournment.** The meeting adjourned at 3:40 p.m.

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JoAnne Kean, Clerk