

**Minutes of the Budget Hearing for
Batavia Township
131 Flinn St., Suite B - Batavia, IL 60510**

Tuesday – March 12, 2024

1. Call to Order: The Batavia Township Budget Hearing for the proposed 2024-2025 township budgets was called to order at 6:45 p.m. by Supervisor Leigh Tracy. The purpose of the public hearing, as described in the posted public notice, is to present the 2024-2025 Batavia Township Budget Ordinances for review and discussion prior to approval.

2. Attendance: The following township officials were present: Supervisor Leigh Tracy, Trustees Walter Donat, Troy Tousana, John West and Jennifer Zorn, Assessor Tammy Kavanaugh, Road Commissioner Chris Long, Clerk Penelope Tracy, and Township Attorney Van Larson. The meeting was recorded by BATV videographer, Audrey Karpf. Supervisor Tracy noted that no member of the public was present for the meeting.

Supervisor Tracy explained that the budgets were prepared based on the proposed 2024 property tax levies. The levies have been submitted to Kane County for approval. The proposed budgets were presented to the trustees for review at the February board meeting.

3. Ordinance Number B2024-2025 – Budget and Appropriation Ordinance for Batavia Township General Fund, Assessors Fund, General Assistance Fund, and Mental Health 708 Fund: The budget and appropriation ordinance presented for the fiscal year beginning April 1, 2024, and ending March 31, 2025, in the amount of \$1,387,078 covers the following fund amounts:

- General Town Fund \$905,916
- General Assistance Fund 18,683
- Mental Health 708 Fund \$462,479

The proposed budget outlines the revenue to be received and summarizes the expense categories for each of the above funds. Tracy explained that there are increased expenses in legal fees and accounting audit services anticipated for the next fiscal year, as well as continued demand for general assistance aid.

Trustee West moved to adopt Ordinance Number B2024-2025 in the amount of \$1,387,078. Trustee Tousana seconded the motion. Roll Call: Ayes – 5, Nays – 0. The motion was approved.

4. Ordinance Number RD2024-2025 – Budget and Appropriation Ordinance for Batavia Township Road District: The budget and appropriation ordinance for the fiscal year beginning April 1, 2024, and ending March 31, 2025, in the amount of \$1,193,828 provides for the following funds:

- General Road Fund \$ 199,188
- Permanent Road Fund 994,640

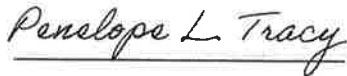
Road Commissioner Long explained that the budget reflects a 2.5% decrease from the previous year's budget while maintaining amount carried over from year to year.

Trustee Zorn moved to adopt Ordinance Number RD2024-2025 in the amount of \$1,193,828. The motion was seconded by Trustee West. Roll Call: Ayes – 5, Nays – 0. The motion was approved.

After both 2024-2025 budgets were approved, the public hearing ended at 6:52 p.m.

Copies of both ordinances are posted on the township website.

Respectfully submitted,



Penelope L. Tracy, Batavia Township Clerk

**Minutes of the Regular Meeting of the
Batavia Township Board
131 Flinn St., Suite B
Batavia, IL 60510**

Tuesday – March 12, 2024

1. **Call to Order:** The Batavia Township Board meeting was called to order at 7:00 p.m. by Supervisor Leigh Tracy who led the Pledge of Allegiance.
2. **Roll Call:** The Clerk called the roll. Attending the meeting were Supervisor Leigh Tracy, Clerk Penelope Tracy, Trustees Walt Donat, Troy Tousana, John West, and Jennifer Zorn, Road Commissioner Chris Long, Assessor Tammy Kavanaugh, and Township Attorney Van Larson. The meeting was recorded by BATV videographer Audey Karpf.
3. **Approval of Minutes:** Trustee Zorn moved to approve the minutes of the February 13, 2024, Batavia Township Board meeting. Trustee Tousana seconded the motion which was approved 5/0.
4. **Supervisor's Report:** Supervisor Tracy reviewed the current bank balances and budget reports. The budget reports state that 92% of the budget has been spent with 8% remaining. He reported that payments to five General Assistance clients totaled \$3,863 and will be covered by the transfer of funds from the General Fund. Payments for Ride in Kane, legal services and auditor fees will be postponed until the next fiscal year that begins in April 2024. Tracy said transferring bank accounts will also help with the fraud issues affecting the township's current bank accounts. Several fraudulent checks were presented for payment. He also reported that the rescheduled mediation meeting scheduled in March for the Department of Human Rights case was cancelled again at the request of the party filing the discrimination charge. Lastly, the township office lease with Batavia Enterprises expires in May. The new lease will be negotiated for one year only with a \$225.69 per month increase. The new monthly rent will be \$2,656.06.
5. **Approval of Bills to be paid in March:** The trustees then reviewed the current bills to be paid. Trustee Tousana moved to approve payment of the General Fund bills for March in the amount of \$64,311.43. Trustee Donat seconded the motion. The motion passed with a 5/0 vote. Trustee Donat moved to approve payment of the March Road Fund bills in the amount of \$34,456.18. Trustee West seconded the motion. The motion was approved 5/0.

6. **Assessor's Report:** Assessor Kavanaugh reported that her staff are reviewing property divisions and consolidations and recording sales data: new ownership, square footage, and property values. Her staff is also reviewing building permits. She stated that the City of Batavia is more cooperative in sharing building permit information. She also commented that her new field employee is a valuable addition to her staff.
7. **Road Commissioner's Report:** Commissioner Long reported that the mild winter weather, "warm and dry," is allowing his crew to do some of the work usually done in May, specifically tree trimming and chipping.
8. **Trustee Reports:** None.
9. **Public Participation:** None.
10. **Old Business:** The 2024-2025 budgets for Batavia Township and the Batavia Township Road District were approved earlier during the township budget hearing.
11. **New Business - Transfer of Funds:** Supervisor Tracy requested a motion to transfer funds within the Permanent Road Fund to avoid showing deficit spending in one of the funds. Trustee Donat moved to transfer \$15,000 from the Capital Outlay Equipment Fund to the Vehicle Equipment and Maintenance Fund. Trustee Zorn seconded the motion. Ayes – 5, Nays – 0. The motion was passed.

The next meeting of Batavia Township April 9, 2024:

- The regular meeting is scheduled for 7:00 p.m.
- The Annual Town Meeting is scheduled for 7:30 p.m.

12. **Adjournment:** A motion to adjourn was made by Trustee West, seconded by Trustee Donat, and passed by voice vote. The meeting was adjourned at 7:23 p.m.

Respectfully submitted,



Penelope L. Tracy, Township Clerk