

TOWNSHIP OF UPPER DUBLIN  
MONTGOMERY COUNTY, PENNSYLVANIA  
2009 BUDGET

BOARD OF COMMISSIONERS

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JONATHAN K. BLEEMER

**UPPER DUBLIN TOWNSHIP**

**2009 BUDGET  
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**All Fund Revenue Summary**

	GENERAL FUND	PARKS & REC	OPEN SPACE	LIBRAR Y	DEBT SERVICE	FIRE PROT	FIRE CAPITAL
<b>REVENUE CATEGORY</b>							
REAL ESTATE TAXES	5,698,000	1,354,917			1,632,564	970,653	
LOCAL ENABLING TAXES	7,300,000						
LICENSES AND PERMITS	853,500						
FINES AND FORFEITS	108,000						
INTEREST AND RENT	417,000	15,000	2,500	1,500	14,000	5,000	20,000
GRANTS AND GIFTS	883,302	44,609		128,833			
DEPARTMENT EARNINGS	534,000	424,635	10,000	41,700			
<b>ASSESSMENTS</b>							
MISCELLANEOUS	32,500	4,300		1,500			
REVENUE TOTAL	15,826,302	1,843,461	12,500	173,533	1,646,564	975,653	20,000
LESS: VEHICLE RENTAL ADJUSTMENT							
INTERFUND TRANSFERS	(1,469,707)	(45,351)	102,755	814,179		(584,996)	584,996
NET REVENUES	14,356,595	1,798,110	115,255	987,712	1,646,564	390,657	604,996

INTERNAL SERVICES	SEWER	CAPITAL PROJECTS	COMM REINV	LIQUID FUELS	NON-EXPEN TRUSTS	STORM WATER MGT	ECONOMIC DEV	TOTAL
			415,360					10,071,494
								7,300,000
								853,500
								108,000
		5,000	440,000	5,000	6,000	22,000		953,000
19,118				563,689				1,639,551
1,744,350								2,754,685
	5,000	100,000						105,000
500								38,800
1,763,968	5,000	105,000	855,360	568,689	6,000	22,000	-	23,824,030
								(1,644,350)
41,688	(38,000)	1,454,637	(1,049,827)	(568,689)			231,300	(527,015)
1,805,656	(33,000)	1,559,637	(194,467)	-	6,000	22,000	231,300	21,652,665

## ALL FUNDS EXPENDITURE SUMMARY

EXPENDITURE CATEGORY	2007 ACTUAL EXPENSES	2008 ADOPTED BUDGET	2008 PROJECTED EXPENSES	2009 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	8,733,222	9,196,071	9,151,221	9,585,017
<b>FRINGE BENEFITS</b>	2,807,732	2,953,562	2,846,740	3,058,849
<b>MATERIALS/SUPPLIES</b>	1,608,054	1,559,475	1,733,490	1,766,879
<b>CONTRACTED SERVICES</b>	4,279,878	4,205,881	4,094,597	4,124,880
<b>EQUIPMENT PURCHASES</b>	182,547	113,552	126,294	63,950
<b>CAPITAL</b>	4,656,635	5,676,469	12,903,729	4,190,851
<b>DEBT SERVICE</b>	1,276,830	1,309,310	1,465,000	1,631,147
<b>TOTAL</b>	23,544,899	25,014,320	32,321,070	24,421,573

## EXPENDITURE SUMMARY BY FUND

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>GENERAL FUND</b>	14,925,098	15,336,007	15,129,203	15,654,042
<b>PARKS AND RECREATION FUND</b>	1,692,071	1,725,337	1,791,330	1,870,459
<b>SEWER FUND</b>	12,041	7,500	7,500	5,000
<b>LIBRARY FUND</b>	893,717	953,095	960,518	987,712
<b>INTERNAL SERVICES FUND</b>	1,946,499	1,966,435	2,095,232	1,805,656
<b>DEBT SERVICE FUND</b>	1,276,830	1,309,310	1,465,000	1,631,147
<b>FIRE PROTECTION FUND</b>	364,100	399,829	396,394	390,657
<b>NON-EXPENDABLE TRUST FUND</b>	11,341	3,900	10,500	5,900
<b>CAPITAL PROJECTS FUND</b>	1,733,516	2,037,698	10,190,000	1,562,189
<b>OPEN SPACE PROJECTS FUND</b>	2,047,463	324,505	1,050,000	102,755
<b>FIRE CAPITAL FUND</b>	123,849	717,200	650,643	237,800
<b>STORM WATER MGT FUND</b>	12,395	1,780,066	160,000	1,702,607
<b>ECONOMIC DEV FUND</b>				110,000
<b>SUBTOTAL</b>	25,038,921	26,560,881	33,906,320	26,065,923
<b>LESS INTERNAL CHARGES</b>	1,494,022	1,546,561	1,585,250	1,644,350
<b>TOTAL</b>	23,544,899	25,014,320	32,321,070	24,421,573

## GENERAL FUND SUMMARY

The General Fund finances basic services including Police, Sanitation, Highway, Code Enforcement, Zoning, Township Library and the General Administration of the Township.

The proposed budget recommends revenues totaling **\$15,826,302** to fund all General Fund operating costs and proposed transfers for library and capital project expenditures and pension obligations. This is a decrease of \$212,694 below the 2008 budget. There are two primary sources of General Fund revenue: the Earned Income Tax (EIT) and the Real Estate Property Tax.

The General Fund Real Estate Property tax rate is proposed at **2.554 mils** for 2009, .166 mils lower than the 2008 rate. At this rate, the property tax is expected to generate **\$5,615,000** which is 35% of all General Fund revenue. Due to assessment reductions of certain commercial properties within the Township, the value of one mil is estimated to total \$2,255,000 after totaling \$2,250,000 in 2008 and \$2,267,000 in 2006 and 2007.

The EIT is projected to generate **\$5,900,000** in revenue from the 1% tax, an amount equal to 37% of the total General Fund revenues. The tax is levied against all Township residents and non-residents employed in the Township with the tax on residents being shared equally between the Township and the Upper Dublin School District. About \$1.6 million of the EIT revenue is projected to be received from non-residents working in Upper Dublin who reside in municipalities that do not impose the EIT. This is down from a high of \$2.7 million in 2000 and is subject to diminish further over future years as other taxing districts enact the EIT requiring Upper Dublin to remit receipts from the tax to the non-residents' home community.

The remaining general fund revenue is derived from the Real Estate Transfer Tax (**\$550,000**), Local Services Tax (**\$850,000**), delinquent and interim property taxes (**\$83,000**), department earnings (**\$534,000**), licenses and permits (**\$853,500**), intergovernmental grants (**\$883,302**), interest earnings and rents (**\$417,000**), fines and forfeits (**\$108,000**) and other revenues (**\$32,500**). In addition, **\$38,000** is budgeted as a transfer into the Fund from the operating balance of the Township's Sewer Fund.

General Fund expenditures are proposed at **\$15,654,042** with details provided on the ensuing pages. This is a **\$318,035** or 2.1% increase over the 2008 budget compared to previous years increases as shown below:

- 2001 - 6.6%
- 2002 - 4.1%
- 2003 - 10.1%
- 2004 - 4.1%
- 2005 - 2.9%
- 2006 - 5.9%
- 2007 - 6.8%
- 2008 - 1.4% (projected)

Significant cost increases are found in five areas. They include:

- Increase in salaries paid to employees - **\$279,500**
- Salary and benefit costs to fund a new sworn officer - **\$80,000**
- The rates charged for the operation and maintenance of vehicles increase primarily due to increases in the cost of oil. - **\$77,717**
- The township has budgeted for a significant increase in the cost of asphalt and wearing course for general road maintenance. - **\$65,000**
- The contract price for rock salt has increased by 33% to \$64.68/ton - **\$33,600**

Three budgeted transfers out of the General Fund are proposed for 2009 totaling **\$1,507,707**.

- **\$462,228** is budgeted to fund the Township's actuarially determined minimum municipal obligation (MMO) to each of its two pension funds. This is an increase of \$2,925 over the 2008 transfer. The MMO is offset through a contribution from the Commonwealth's General Municipal Pension System state aid. That amount is expected to total \$458,831 in 2009. The small difference of \$3,397 must be derived from General Fund revenues. In 2008, the General Fund contribution to fund the MMO totaled \$8,544.
- **\$834,202** is budgeted as a contribution to the Library Fund to fund operating expenses. This is an increase of \$51,402 (6.6%) over the 2008 transfer.
- **\$231,300** is transferred from the fund's reserve balance to the Economic Development Fund.

At the proposed revenue, expenditure and transfer levels, the 2009 fiscal year will end with an **\$846,701** fund balance, an amount equal to **5.0%** of total expenditures and transfers out.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	2,081,361	1,908,902	2,337,409	2,144,148
<b>REVENUES</b>	16,911,344	16,038,996	16,533,477	15,826,302
<b>EXPENDITURES</b>	(14,925,098)	(15,336,007)	(15,129,203)	(15,654,042)
<b>FUND TRANSFERS IN</b>	50,000	50,000	50,000	38,000
<b>FUND TRANSFERS OUT</b>	(1,780,198)	(1,642,103)	(1,647,534)	(1,507,707)
<b>CLOSING FUND BALANCE</b>				
<b>UNRESERVED</b>	2,106,109	1,019,788	1,912,848	846,701
<b>RESERVED</b>	231,300		231,300	

# GENERAL FUND

## REVENUES 2009

	<b>2007</b>	<b>2008</b>	<b>2008</b>	<b>2009</b>
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
	<b><u>REVENUES</u></b>	<b><u>REVENUES</u></b>	<b><u>REVENUES</u></b>	<b><u>REVENUES</u></b>
<b><u>REAL ESTATE TAXES</u></b>				
Real Estate Taxes – Current	5,725,127	5,967,000	5,936,500	5,615,000
Real Estate Taxes – Delinquent	72,431	60,000	55,000	60,000
Real Estate Taxes – Interim	12,248	15,000	17,000	15,000
Real Estate Taxes - Penalties	8,294	10,000	7,500	8,000
<b>TOTAL</b>	<b>5,818,100</b>	<b>6,052,000</b>	<b>6,016,000</b>	<b>5,698,000</b>
<b><u>LOCAL ENABLING TAXES</u></b>				
Earned Income Tax	5,688,511	5,400,000	6,200,000	5,900,000
Real Estate Transfer Tax	1,178,250	825,000	550,000	550,000
Local Services Tax	919,469	825,000	825,000	850,000
<b>TOTAL</b>	<b>7,786,229</b>	<b>7,050,000</b>	<b>7,575,000</b>	<b>7,300,000</b>
<b><u>FINES AND FORFEITS</u></b>				
Court Fines	110,320	105,000	102,000	105,000
Vehicle Code Violations	1,936	3,000	2,500	3,000
<b>TOTAL</b>	<b>112,256</b>	<b>108,000</b>	<b>104,500</b>	<b>108,000</b>
<b><u>INTEREST AND RENT</u></b>				
Interest Earnings	362,599	250,000	175,000	175,000
Twining Valley Lease	86,419	87,000	88,686	88,000
Rent from NHCC	19,029	19,000	19,000	19,000
Other Rent	107,083	103,000	140,000	135,000
<b>TOTAL</b>	<b>575,129</b>	<b>459,000</b>	<b>422,686</b>	<b>417,000</b>
<b><u>GRANTS AND GIFTS</u></b>				
Public Utility Realty Tax	23,936	24,000	22,750	23,000
State/Federal Grants	164,852	120,000	127,336	107,000
Beverage License Tax	4,250	4,250	3,650	3,650
Casualty Insurance Premium Tax	458,514	458,514	450,759	458,831
Fire Insurance Premium Tax	285,732	285,732	290,821	290,821
<b>TOTAL</b>	<b>937,284</b>	<b>892,496</b>	<b>895,316</b>	<b>883,302</b>

**2007                      2008                      2008                      2009**

	<u>ACTUAL REVENUES</u>	<u>ADOPTED REVENUES</u>	<u>PROJECTED REVENUES</u>	<u>ADOPTED REVENUES</u>
<b><u>DEPARTMENT EARNINGS</u></b>				
Zoning/Development Fees	11,915	15,000	5,000	10,000
Zoning Hearing Board Fees	24,075	25,000	24,000	25,000
Sale of Maps and Documents	3,710	4,000	2,300	3,000
Fire Marshal Reports	83,492	36,500	20,000	25,000
Special Police Services	133,023	125,000	140,000	130,000
Crossing Guard Services	68,958	70,000	68,000	70,000
Finance Department Services	95,277	100,000	100,000	100,000
Police Report Fees	21,687	20,000	21,000	20,000
Contracted Snow Removal	54,154	51,000	54,000	54,000
Cart Fees	12,205	8,000	3,000	3,000
Sanitation Services	50,940	45,000	42,500	44,000
Recycling Revenue	1,276	2,000	2,500	50,000
<b>TOTAL</b>	<b>560,712</b>	<b>501,500</b>	<b>482,300</b>	<b>534,000</b>
<b><u>LICENSES AND PERMITS</u></b>				
Health Permits	19,293	-	325	-
Street Opening Permits	22,784	22,000	24,000	24,000
Building Permits	288,358	350,000	265,000	300,000
Electrical Permits	173,650	125,000	33,000	50,000
Plumbing Permits	102,720	100,000	55,000	75,000
Sewage Permits	420	500	600	500
Use & Occupancy Permits	11,920	14,000	12,500	14,000
Housing Permits	21,375	4,000	1,000	15,000
Cable TV Franchise Fees	338,729	330,000	375,000	375,000
<b>TOTAL</b>	<b>979,249</b>	<b>945,500</b>	<b>766,425</b>	<b>853,500</b>
<b><u>MISCELLANEOUS</u></b>				
Insurance Claims	84,954	-	219,000	-
Benefit Contributions	35,268	30,000	32,000	32,000
Workers Comp Reimbursements	21,996	-	20,000	-
Other Sources	166	500	250	500
<b>TOTAL</b>	<b>142,384</b>	<b>30,500</b>	<b>271,250</b>	<b>32,500</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>16,911,344</b>	<b>16,038,996</b>	<b>16,533,477</b>	<b>15,826,302</b>

## GENERAL FUND

## COST CENTER SUMMARY

COST CENTER	2007 ACTUAL TOTALS	2008 ADOPTED BUDGET	2008 PROJECTED TOTALS	2009 ADOPTED BUDGET
<b>Boards and Commissions</b>	52,907	53,672	51,633	54,983
<b>Administration</b>	1,553,563	1,489,680	1,466,234	1,448,703
<b>Finance</b>	598,784	638,574	628,408	650,268
<b>Real Estate Tax Collector</b>	20,535	21,013	20,763	20,863
<b>Township Buildings</b>	547,081	563,388	514,584	534,604
<b>Police</b>	5,649,705	5,788,192	5,761,737	6,044,591
<b>Fire Marshal</b>	99,491	100,105	101,955	108,000
<b>Code Enforcement</b>	605,814	586,083	595,164	574,655
<b>Sanitation</b>	2,179,172	2,315,556	2,267,475	2,239,978
<b>Engineering</b>	1,995,726	2,119,097	2,126,760	2,175,793
<b>Street Cleaning</b>	163,049	183,052	200,476	198,723
<b>Snow and Ice Removal</b>	212,499	236,798	106,369	270,798
<b>Traffic Signal Maintenance</b>	110,199	116,000	123,500	127,500
<b>Street Light Maintenance</b>	259,336	262,500	249,500	253,000
<b>Storm Sewers</b>	96,022	111,100	80,824	116,200
<b>Road Maintenance</b>	300,984	267,625	343,743	341,208
<b>Emergency Services</b>	302,732	302,732	307,821	307,821
<b>Fire Hydrants</b>	104,040	104,271	104,450	105,727
<b>Real Estate Taxes</b>	60,210	63,320	64,558	67,378
<b>Community Contributions</b>	13,250	13,250	13,250	13,250
<b>TOTAL</b>	<b>14,925,098</b>	<b>15,336,007</b>	<b>15,129,203</b>	<b>15,654,042</b>

## GENERAL FUND

## EXPENDITURE SUMMARY

The General Fund 2009 budget has proposed expenditures totaling \$15,654,042 a 2.1% increase over the 2008 budget. Details on the proposed expenditures for each cost center are provided in the following section.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	6,965,721	7,346,316	7,305,600	7,628,310
<b>FRINGE BENEFITS</b>	2,273,653	2,400,294	2,290,383	2,437,007
<b>MATERIALS/SUPPLIES</b>	591,203	568,500	573,665	690,200
<b>CONTRACTED SERVICES</b>	3,571,713	3,515,152	3,422,511	3,343,975
<b>EQUIPMENT PURCHASES</b>	152,659	82,112	94,294	53,200
<b>VEHICLE O&amp;M FEES</b>	1,370,150	1,423,633	1,442,750	1,501,350
<b>TOTAL</b>	14,925,098	15,336,007	15,129,203	15,654,042

## GENERAL FUND

## BOARDS AND COMMISSIONS

The recommended budget for the Boards and Commissions in 2009 is **\$54,983**.

EXPENDITURE CATEGORY	2007 ACTUAL EXPENSES	2008 ADOPTED BUDGET	2008 PROJECTED EXPENSES	2009 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	32,993	32,100	32,600	32,900
<b>FRINGE BENEFITS</b>	2,703	2,672	2,677	2,733
<b>MATERIALS/SUPPLIES</b>	7,632	9,700	8,256	8,750
<b>CONTRACTED SERVICES</b>	9,579	9,200	8,100	10,600
<b>TOTAL</b>	52,907	53,672	51,633	54,983

Salaries/Wages: The 2009 amount of \$32,900 covers:

- Compensation paid to seven commissioners - **\$23,100**
- Recording Secretary's attendance at, and the transcription of minutes for, public meetings - **\$9,800**

Fringe Benefits: The allocation of **\$2,733** covers employer paid taxes.

Materials/Supplies: Funds are provided for:

- Office supplies - **\$250**
- Employee retirement and service awards - **\$2,500**
- The Dr. William Ritter Science Award - **\$500**
- Contribution toward Upper Dublin Medal Dinner - **\$2,000**
- Volunteer appreciation event - **\$3,500**

Contractual Services: Funds are provided to cover:

- The 2009 conference and training budget of \$4,000 includes funds for:
  - Commissioner attendance at the Pennsylvania State Association of Township Commissioners conferences - **\$3,000**
  - The PSATC yearbook ad - **\$250**
  - Attendance at the Upper Dublin Medal Dinner - **\$250**
  - The MCATC Spouse Appreciation event - **\$500**
- Shade Tree Commission to fund general operations and Park/Woodland Asset Assessment program - **\$4,000**
- Subscriptions and dues - **\$2,600**

### GENERAL FUND

### ADMINISTRATION

The Administration Department is comprised of the Township Manager's office which oversees the operation of the Township plus the staff providing support services in personnel/benefits, insurance, risk management and other administrative functions for the operating departments. The recommended budget in 2009 totals **\$1,448,703**.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	276,619	276,000	285,500	295,700
<b>FRINGE BENEFITS</b>	95,498	95,130	90,174	96,353
<b>MATERIALS/SUPPLIES</b>	31,750	18,000	16,800	18,000
<b>CONTRACTED SERVICES</b>	1,137,875	1,088,300	1,061,260	1,025,700
<b>VEHICLE O&amp;M FEES</b>	11,821	12,250	12,500	12,950
<b>TOTAL</b>	<b>1,553,563</b>	<b>1,489,680</b>	<b>1,466,234</b>	<b>1,448,703</b>

Salaries/Wages: The proposed budget for 2009 provides:

- Compensation for Manager, Administrative Assistant and Technology Administrator - **\$272,000**
- Part time administrative assistant position at 20 hours per week - **\$12,000**
- Funding for clerical and administrative assistance in personnel functions - **\$9,700**
- Funding for a camera operator at public meetings - **\$2,000**

Fringe Benefits: The cost of employee benefits, employer paid taxes and employee participation in the Township tuition reimbursement program totals **\$96,353**.

Materials/Supplies:

- Funds for general office supplies, copier paper and computer supplies. - **\$15,000**
- A budget for the replacement of minor office equipment - **\$3,000**

Contractual Services: Contractual costs are projected to total \$1,025,700 for:

- Insurance coverage for the General Fund's share of Liability, Public Officials and Property and Casualty premiums - **\$175,000**
- General legal fees for:
  - Township solicitor and civil service counsel - **\$165,000**
  - Labor counsel including funding for Police salary arbitration - **\$40,000**
  - Civil Service counsel - **\$3,000**
  - Special counsel for litigation - **\$25,000**
- Engineering charges for:
  - General services provided by the Township Engineer, excluding subdivision and development fees. - **\$210,000**
  - Inspection of 25 culverts in the Township by structural consultant - **\$15,000**
- Personnel consultant services - **\$50,000**
- Planning consultant services - **\$30,000**

- The telecommunication/internet budget totals \$75,000 for:
  - Long distance - **\$4,000**
  - Local service, line cost charges and administration T1 line charges - **\$27,000**
  - Service fees and annual maintenance contract - **\$12,000**
  - Cellular and Nextel phones - **\$24,000**
  - FIOS and DSL charges for internet access - **\$4,000**
  - Mobile data access and GPS unit fees - **\$1,700**
- Costs related to general consulting and contract services are budgeted at \$54,000 for:
  - Stenographer costs for conditional use and special hearings - **\$7,000**
  - Updates to the Township codification - **\$10,000**
  - Traffic studies - **\$12,000**
  - Credit card fees - **\$6,000**
  - Cost of administration of Township's Retirement Health Savings Plan and Flexible Spending Account Plan - **\$4,000**
  - Special projects including special zoning district reports, economic analysis, inter-municipal task forces and community dispute resolutions - **\$15,000**
- Maintenance and system administration of the Township's computer network and website - **\$52,000**
- Civil service costs for the physical and psychological exams, civil service advertising and testing and miscellaneous items - **\$4,000**
- Equipment lease/rental and maintenance costs total \$13,250 for:
  - Photocopier lease - **\$8,250**
  - Postage meter and mail machine - **\$5,000**
- Postage expenses for routine Township business - **\$30,000**
- Printing costs for envelopes, letterhead, business cards and note paper - **\$9,000**
- Advertising expenses for meetings, hearings, bids and job openings - **\$22,000**
- Township information to all residents in the School District calendar - **\$2,000**
- Special event expenses such as employee events, sympathy acknowledgments and meeting expenses - **\$8,500**
- Township Manager approved training expenses for all Township employees other than Police officers who have a training budget within the Police cost center - **\$35,000**
- The subscriptions and memberships budget totals \$10,000 for:
  - State and local associations - **\$3,500**
  - Greater Valley Forge Transportation Management Association - **\$4,000**
  - Miscellaneous subscriptions and dues - **\$2,500**
- Mileage reimbursement for Township business - **\$250**

Vehicle O&M Fees: Expenses for the operation and amortization of the Township Manager's vehicle total **\$12,950**.

## GENERAL FUND

### FINANCE

The Finance department is responsible for the fiscal control of the Township assets including the management of cash receipts, accounts payable, investment of cash reserves, collection of earned income tax (EIT), collection of the local services tax (LST), payroll and budget development and control. The Finance department also functions as the collection agent for the earned income tax levied by the Upper Dublin School District. Recommended funding for the department in 2009 is **\$650,268**.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	415,412	431,000	430,500	443,000
<b>FRINGE BENEFITS</b>	128,064	138,574	134,408	140,068
<b>MATERIALS/SUPPLIES</b>	5,590	5,500	5,300	5,500
<b>CONTRACTED SERVICES</b>	49,718	63,500	58,200	61,700
<b>TOTAL</b>	<b>598,784</b>	<b>638,574</b>	<b>628,408</b>	<b>650,268</b>

Salaries/Wages:

- Funding for the seven full-time in the Finance department including stipend to employees who have opted out of joining the Township medical plan. – **\$367,000**
- Funding for part time employees assigned to the collection of the LST and delinquent EIT. - **\$48,000**
- A budget for the Township receptionist position, a shared position between three part time employees. - **\$28,000**

Fringe Benefits: The cost of employee benefits and employer paid taxes is **\$140,068**.

Materials/Supplies: The cost of office supplies is budgeted at **\$5,500** for computer paper, printer ribbons, storage boxes, binders and general office supplies.

Contractual Services: Contractual services total \$61,700 for:

- Annual independent audit - **\$16,500**
- Postage for mailing EIT forms, delinquent notices and state audit notices - **\$9,000**
- Postage for the LST mailings - **\$2,000**
- A budget for computer support, maintenance and development including:
  - Modifications to EIT software and for EIT state audit fees - **\$3,000**
  - Land records software license - **\$1,000**
  - Support of and updates to the Township’s financial and payroll software - **\$11,500**
  - Equipment maintenance fees for system hardware - **\$4,000**
- A printing budget of \$11,500 is allocated for:
  - EIT and LST envelopes, forms and instructions - **\$5,500**
  - Payroll and accounts payable checks and direct deposit advice forms - **\$3,000**
  - 1099 and W-2 forms - **\$1,000**
  - Purchase orders, vouchers and receipts - **\$1,500**
- The filing of civil complaints for the collection of delinquent EIT - **\$3,000**

- Subscriptions and dues - **\$400**
- Mileage reimbursement for personal vehicles used for Township business - **\$300**

**GENERAL FUND**

**TAX COLLECTOR**

The proposed 2009 budget of **\$20,863** for the Tax Collector provides funding for the collection of real estate taxes.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	10,000	10,000	10,000	10,000
<b>FRINGE BENEFITS</b>	765	765	765	765
<b>MATERIALS/SUPPLIES</b>	169	150	200	200
<b>CONTRACTED SERVICES</b>	9,601	10,098	9,798	9,898
<b>TOTAL</b>	20,535	21,013	20,763	20,863

Salaries/Wages: The budget **\$10,000** budget funds the Tax Collector for services provided in billing and collecting real estate taxes for the current year.

Fringe Benefits: The Township is required to pay employer paid taxes for the Tax Collector. A budget of **\$765** is provided to fund these taxes.

Materials/Supplies: **\$200** is budgeted for miscellaneous office supplies.

Contractual Services: The \$9,898 in contractual services includes:

- Postage - **\$2,000**
- Printing of real estate tax bills - **\$2,800**
- Reimbursement for office staff - **\$4,000**
- Public official bonding - **\$1,098**

## **GENERAL FUND**

### **TOWNSHIP BUILDINGS**

The Township Buildings cost center records all expenses related to the general operation, maintenance and repair of the main administration building, public works facility, Township library and other Township owned general use facilities. Minor improvements to the Township buildings are also budgeted in this cost center. The recommended budget for 2009 totals **\$534,604**.

EXPENDITURE CATEGORY	2007 ACTUAL EXPENSES	2008 ADOPTED BUDGET	2008 PROJECTED EXPENSES	2009 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	14,000	14,500	14,000	14,500
<b>FRINGE BENEFITS</b>	3,064	2,509	3,064	2,509
<b>MATERIALS/SUPPLIES</b>	24,500	25,600	24,500	25,600
<b>CONTRACTED SERVICES</b>	473,020	491,995	473,020	491,995
<b>TOTAL</b>	514,584	534,604	514,584	534,604

Salaries/Wages: The budget of **\$14,500** funds:

- a part-time janitor at 4 hours per day to clean and maintain the public works facility.

Fringe Benefits: The budget of **\$2,509** covers the employer's share of taxes, unemployment insurance and workers compensation insurance for the part-time employee.

Materials/Supplies: Materials and supplies are budgeted at \$25,600 and are allocated as follows:

- Janitorial supplies for all buildings - **\$14,000**
- Interior and exterior paint supplies - **\$3,000**
- Electrical supplies primarily light bulbs and ballasts - **\$3,300**
- General building materials and supplies - **\$5,300**

Contractual Services: Utility and janitorial costs are the bulk of the \$491,995 contractual services budget that includes:

- Electricity and gas for administration building and the well at Camphill Road - **\$192,000**
- Additional funds towards the purchase of renewable sources of energy for the Township energy needs - **\$16,000**
- A \$63,500 building maintenance budget for the Township Building that includes:
  - HVAC repairs - **\$19,000**
  - Locksmith services - **\$2,500**
  - Carpet repairs and replacements – **\$4,000**
  - Plumbing services - **\$6,500**
  - Electrical services - **\$8,500**
  - Fire alarm repairs - **\$3,000**
  - General building repairs - **\$20,000**
- Water service to the Township Building - **\$3,000**
- Fuel storage tank insurance - **\$495**
- Janitorial services to clean and maintain the administration building, police department and library - **\$45,000**

- A contract maintenance budget of \$43,000 for the Township Building allocated for:
  - HVAC systems service for administrative building and garage - **\$21,000**
  - Service contract for emergency generator, UPS and water pump - **\$8,000**
  - Exterminating service for administrative building and garage - **\$2,000**
  - Fire alarm system and fire extinguisher service - **\$6,000**
  - Service contract for elevator - **\$1,500**
  - Window and carpet cleaning - **\$4,500**
- Maintenance, repairs and utility costs for the North Hills Community Center total \$50,000 for:
  - Electricity and gas - **\$20,000**
  - Water - **\$2,000**
  - Telephone - **\$1,500**
  - Electrical, plumbing, HVAC and general repairs - **\$4,000**
  - Janitorial service contract - **\$20,000**
  - Fire alarm and HVAC service contracts - **\$2,500**
- Maintenance and repairs at the Twining Valley Golf Clubhouse - **\$15,000**
- Maintenance, repairs and utility costs for the EPI-Center total \$34,000 for:
  - Heating oil - **\$22,000**
  - Electric, water, pest control and internet costs - **\$8,000**
  - General maintenance and repairs - **\$4,000**
- Utility costs for the Madison Avenue building including electric, phone, water and alarm service - **\$20,000**
- Minor improvements to buildings are budgeted at **\$10,000**

## **GENERAL FUND**

### **POLICE**

The Police department functions to protect the lives and property of the public, to enforce the State and Township laws and to provide service and assistance to the residents of the Township.

This objective is met through the combined efforts of the patrol, investigation, traffic safety, detective, juvenile, bike patrol and emergency response team units of the department. To perform these functions, the recommended budget for 2009 totals **\$6,044,591**.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	3,900,622	4,064,281	4,052,500	4,292,210
<b>FRINGE BENEFITS</b>	1,078,884	1,112,513	1,070,713	1,153,575
<b>MATERIALS/SUPPLIES</b>	61,203	61,000	71,405	61,000
<b>CONTRACTED SERVICES</b>	142,656	143,286	144,575	143,606
<b>EQUIPMENT PURCHASES</b>	152,659	82,112	94,294	53,200
<b>VEHICLE O&amp;M FEES</b>	312,013	325,000	328,250	341,000
<b>TOTAL</b>	<b>5,648,038</b>	<b>5,788,192</b>	<b>5,761,737</b>	<b>6,044,591</b>

Salaries/Wages: The budget includes funding for 40 existing sworn officer positions, 1 recommended new sworn officer, 8 full time support staff, crossing guards and part time dispatch. Funding of \$4,292,210 is recommended for:

- Salaries for 41 sworn officers – **\$3,822,710**
  - Base pay - **\$3,135,010**
  - Shift differential pay - **\$52,700**
  - Stipend to officers who have opted out of the Township medical plan - **\$55,000**
  - Longevity pay - **\$46,500**
  - Holiday pay – **\$74,500**
  - Education incentive - **\$83,500**
  - Contractually agreed upon incentive pays - **\$62,000**
  - Clothing allowance - **\$8,500**
  - Non-reimbursable police overtime - **\$180,000**
  - Reimbursable police overtime - **\$125,000**
- Pay for civilian positions of 7 full time dispatchers/data clerks, 1 part time dispatcher/data entry and 1 administrative assistant. - **\$345,000**
- Crossing guards of which 50% is reimbursed to the Township from the Upper Dublin School District - **\$124,500**
- Fringe Benefits: The cost of employee benefits, employer paid taxes and tuition reimbursement is **\$1,153,575**.

Materials/Supplies: Costs for materials and supplies total \$61,000 for:

- Office, computer, bicycle repair and investigative supplies - **\$11,000**
- Ammunition for training including range supplies - **\$11,000**
- Uniforms for officers, dispatchers and crossing guards - **\$27,500**
- Photo supplies - **\$1,500**
- Miscellaneous items including commercial washing of police vehicles - **\$6,000**

- Community policing projects including the junior police academy, police field day, teen driving school, junior badges for school children visits and supplies for National Night Out - **\$4,000**

Contractual Services: The budget for contractual services is \$143,606 for:

- Police Professional Liability insurance - **\$50,000**
- Radio maintenance service contracts for the mobile data terminals, portables and dispatch center - **\$13,305**
- Training costs, most of which are for mandatory training - **\$19,000**
- Animal control activities - **\$500**
- Equipment rentals for photocopier, pagers and wireless connections– **\$12,800**
- Maintenance for speedometer, accutrax and radar – **\$2,000**
- Maintenance on Police computer hardware, voice recorder, CPIN, mobile data terminals and Livescan/Video Arraignment - **\$15,511**
- Computer support for police network, CLEAN/NCIC and laptop wireless - **\$18,500**
- Printing of forms, time cards, tickets and field reports - **\$4,000**
- Subscriptions and dues to professional organizations, law journals, crimes code and court access fees - **\$2,800**
- Township’s MAERT assessment to cover the cost of uniforms and training needs for the Township’s emergency response team - **\$5,190**

Equipment: Equipment purchases total \$53,200 for:

- Replacement of 5 computer work stations - **\$5,000**
- Purchase of three laptops for Chief, Communications and Patrol - **\$6,800**
- Purchase of replacement Police file server - **\$10,000**
- Purchase of mobile radios - **\$3,800**
- Purchase of replacement portable batteries - **\$4,600**
- Purchase of role call video display - **\$1,000**
- Emergency equipment such as flares, EMS supplies and first aid - **\$5,000**
- Conversion of new police vehicles - **\$12,000**
- Purchase of replacement duty weapons - **\$5,000**

Vehicle O&M Fees: Expenses for the operation and amortization of the 20 vehicles assigned to the police department total **\$341,000**

## **GENERAL FUND**

### **FIRE MARSHAL**

The Fire Marshal enforces fire code regulations in all structures and developments within the Township. Recommended funding is **\$108,000**.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	56,227	57,350	60,000	63,500
<b>FRINGE BENEFITS</b>	23,422	24,376	23,755	25,000
<b>MATERIALS/SUPPLIES</b>	7,270	5,450	4,950	5,850
<b>CONTRACTED SERVICES</b>	350	250	250	250
<b>VEHICLE O&amp;M FEES</b>	12,223	12,679	13,000	13,400
<b>TOTAL</b>	99,491	100,105	101,955	108,000

Salaries/Wages: Funds are provided in this cost center to cover the Fire Marshal's salary.

Fringe Benefits: The cost of benefits and employer paid taxes is **\$25,000**.

Materials/Supplies: The \$5,850 budget is for:

- Code manuals and training materials - **\$400**
- Purchase of photography supplies - **\$250**
- Supplies for Fire Prevention Week - **\$1,000**
- Uniforms and fire safety gear - **\$1,000**
- Inspection and fire report forms - **\$300**
- Investigation and general office supplies - **\$900**
- Purchase of hand tools, testing equipment and first aid kits - **\$2,000**

Contractual Services: Subscriptions and dues total **\$250**.

Vehicle O&M Fees: Operation and amortization costs for the Fire Marshal's vehicle total **\$13,400**.

## **GENERAL FUND**

### **CODE ENFORCEMENT**

The Code Enforcement department is responsible for enforcing compliance with all plumbing, building, zoning and health ordinances, codes and standards and inspecting all new construction and renovations of existing facilities. The recommended budget in 2009 for Code Enforcement is **\$574,655**.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	331,162	358,900	355,500	350,500
<b>FRINGE BENEFITS</b>	115,242	122,429	114,564	110,505
<b>MATERIALS/SUPPLIES</b>	7,751	7,200	9,550	7,600
<b>CONTRACTED SERVICES</b>	128,786	73,850	91,550	74,550
<b>VEHICLE O&amp;M FEES</b>	22,873	23,704	24,000	31,500
<b>TOTAL</b>	<b>605,814</b>	<b>586,083</b>	<b>595,164</b>	<b>574,655</b>

Salaries/Wages: The \$350,500 budgeted for salaries is for:

- Funding for the six current full-time staff positions including stipend for employees who have opted out of joining the Township medical plan - **\$344,500**
- Compensation to the members of the Zoning Hearing Board - **\$3,000**
- Office work overtime – **\$3,000**

Fringe Benefits: The cost of employee benefits and employer paid taxes is **\$110,505**.

Materials/Supplies: The budget for supplies totals \$7,600 allocated for:

- General office, computer and photography supplies - **\$6,000**
- Uniforms - **\$600**
- Purchase of manuals - **\$1,000**

Contractual Services: Contractual services total \$74,550 for:

- Zoning Hearing Board Solicitor fee - **\$12,000**
- Contracted building inspection services as necessary - **\$20,000**
- Contract services for plan review - **\$5,000**
- Advertising, in the form of zoning hearing notices, conditional use notices and amendments to Township codes - **\$7,500**
- Stenographer appearance fees at Zoning Hearing Board meetings - **\$5,000**
- Archiving of building plans submitted to the department - **\$5,500**
- Printing costs for all forms, applications, licenses and zoning and subdivision codebooks - **\$3,000**
- Lease payments on photocopier - **\$5,200**
- Equipment maintenance on the photocopier and typewriter - **\$200**
- Rodent, grass, weed and mosquito control - **\$4,500**
- Geo Plan software license and user fees - **\$1,000**
- Subscriptions and dues - **\$1,750**
- Rental fee through April 2008 for vehicle used by department - **\$2,400**
- Mileage reimbursement for personal vehicles used for Township business - **\$1,500**

Vehicle O&M Fees: Expenses for the operation and amortization of the two existing Township vehicles and one proposed new vehicle primarily utilized by the Code Enforcement department total **\$31,500**.

**GENERAL FUND**

**SANITATION**

The Sanitation Division provides curbside residential trash, recycled materials collection service and yard waste materials collection service. In addition, special bulk collections are scheduled as needed. The division also provides maintenance of streambeds, watercourses and edges of roadways. The recommended budget for 2009 is **\$2,239,978**.

EXPENDITURE CATEGORY	2007 ACTUAL EXPENSES	2008 ADOPTED BUDGET	2008 PROJECTED EXPENSES	2009 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	758,164	829,000	832,000	852,000
<b>FRINGE BENEFITS</b>	358,393	383,256	361,775	381,978
<b>MATERIALS/SUPPLIES</b>	27,912	34,000	30,500	33,500
<b>CONTRACTED SERVICES</b>	681,399	701,800	668,200	586,500
<b>VEHICLE O&amp;M FEES</b>	353,304	367,500	375,000	386,000
<b>TOTAL</b>	<b>2,179,172</b>	<b>2,315,556</b>	<b>2,267,475</b>	<b>2,239,978</b>

Salaries/Wages: The proposed budget for 2009 provides **\$778,000** in wages for 16 full-time employees.

Part-time labor required to complete crews and to cover full-time employee absences totals **\$67,000**. The budgeted amount estimates the need for four part-time employees working nine months of the year.

Overtime pay is projected at **\$7,000** for delays at the Abington Transfer Station, to complete daily routes, especially on heavy collection days after holidays and may be required for a Saturday pick-up during the winter months due to weather conditions. Use of automated trucks has resulted in fewer delays at the Abington Transfer Station.

Fringe Benefits: Employee benefits and employer paid taxes total **\$381,978**.

Materials/Supplies: The \$33,500 is budgeted for:

- Uniforms and safety equipment including the purchase of pants, shirts, work gloves, rain gear, sweatshirts, jackets, safety shoes, back supports and miscellaneous safety items - **\$9,000**
- Purchases of shovels, brooms, rakes, chain saws and weed trimmers to be carried on trucks to clean debris resulting from the collection of materials and to maintain stream beds and water courses - **\$2,500**
- CDL license fees for all department operators - **\$1,000**
- First aid and safety equipment to be placed in all Township vehicles - **\$1,000**
- Purchase of wheels, axles, lids and other non-warranty parts required to keep the 8,200 refuse carts and 6,200 yard waste carts functional. Also, purchase of additional carts to replace damaged carts, provide a second cart for a fee or to distribute carts to new homeowners - **\$20,000**

Contractual Services: The budget for waste disposal fees totals \$582,000 for the cost of tipping fees, RecycleBank fees, and white goods disposal pickups.

The 2009 per ton tipping fee charged by the Waste System Authority of Eastern Montgomery County to all waste generators decreases from \$67.00 per ton to \$63.00 per ton. Due to increased recycling volume, estimated tonnage decreases from 9,100 to 8,200 for an estimated cost of **\$516,600**. Waste disposal volume peaked in 2003 at 10,700 tons.

The reduction in tipping fee charges is somewhat offset by the cost avoidance fees to be paid to RecycleBank. It is estimated that in 2009, payments to RecycleBank will cost **\$50,400** (1/2 the savings of 1,600 tons x \$63/ton).

An additional **\$15,000** is budgeted for the cost of disposal of white goods and is fully reimbursed through fees for this service.

The new contract for the processing of single stream and commingled recyclables through the Montgomery County Recycling Consortium results in net revenue to the Township estimated at \$45,000 in 2009 and appears as a revenue line item. Net costs in 2008, under the old contract, are projected to be \$55,000.

Funds are also provided for:

- Printing of brochures for yard waste carts and recycling information- **\$1,500**
- Printing of various service stickers - **\$1,000**
- Rental of a portable toilet at the leaf collection site - **\$1,080**
- Rental of dumpster, truck or roll off for specific work - **\$920**

Vehicle O&M Fees: Charges for the operation and amortization of sanitation vehicles total **\$386,000**.

## **GENERAL FUND**

### **PUBLIC WORKS DEPARTMENT SUMMARY**

The Public Works department is responsible for the engineering, street cleaning, snow/ice removal, traffic signal maintenance, street signs, street lights, storm sewer maintenance and road

maintenance functions. The recommended budget for the total Public Works department is **\$3,483,221**.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	1,171,077	1,253,785	1,233,000	1,274,000
<b>FRINGE BENEFITS</b>	468,398	515,787	488,489	523,521
<b>MATERIALS/SUPPLIES</b>	417,171	405,500	402,204	524,200
<b>CONTRACTED SERVICES</b>	423,254	438,600	417,479	445,000
<b>VEHICLE O&amp;M FEES</b>	657,916	682,500	690,000	716,500
<b>TOTAL</b>	<b>3,137,815</b>	<b>3,296,172</b>	<b>3,231,172</b>	<b>3,483,221</b>

Budget recommendations for the individual cost centers within the Public Works department are detailed on the following pages.

## **GENERAL FUND**

### **ENGINEERING AND HIGHWAY**

The Engineering division functions as the administrative unit coordinating and managing services provided by the other Public Works divisions. In addition, Engineering is responsible

for inspection of all Township road, storm sewer and grading projects, inspecting public improvements constructed by developers and surveying future projects. The proposed budget for the Engineering division is **\$2,175,793** in 2009.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	867,583	920,785	944,000	922,000
<b>FRINGE BENEFITS</b>	445,815	490,312	466,380	496,593
<b>MATERIALS/SUPPLIES</b>	17,541	14,400	15,980	15,200
<b>CONTRACTED SERVICES</b>	6,871	11,100	10,400	25,500
<b>VEHICLE O&amp;M FEES</b>	657,916	682,500	690,000	716,500
<b>TOTAL</b>	<b>1,995,726</b>	<b>2,119,097</b>	<b>2,126,760</b>	<b>2,175,793</b>

Salaries/Wages: The budget of **\$922,000** funds:

- Salaries for the twenty existing full-time employees in the Public Works department for work performed other than leaf collection and snow/ice removal. Funds are budgeted separately for salaries allocated to these functions. Also included is stipend to employee who has opted out of joining the Township medical plan - **\$874,000**
- 50% of the salary of the Public Works/Fleet and Facilities Director. The balance of this employee's salary is budgeted in the Fleet department - **\$48,000**

Fringe Benefits: Benefit costs and employer taxes for the twenty full-time and all part-time employees in the Public Works department are budgeted at **\$496,593**.

Materials/Supplies: Expenses in this category total \$15,200 for:

- General office and computer supplies - **\$3,500**
- Engineering field supplies - **\$1,200**
- Cost of CDL licenses for all equipment operators - **\$800**
- Safety equipment and the stocking of first aid kits in each of the department vehicles - **\$700**
- Allocation of uniforms to all department employees per contractual obligation - **\$9,000**

Contractual Services:

- Rental of traffic control devices and a dozer or loader in an emergency situation - **\$3,000**
- Consultant to perform administration of traffic signals - **\$15,000**
- Mileage reimbursement for personal vehicles used for Township business - **\$1,500**
- Rental fee through April 2008 for vehicle used by department - **\$2,400**
- Summer internship program - **\$1,800**
- Dues and subscriptions - **\$1,800**

Vehicle O&M Fees: Charges for the operation and amortization of all Engineering and Highway division vehicles total **\$716,500**.

## **GENERAL FUND**

### **LEAF COLLECTION**

The cost of the Township leaf collection program and street sweeping program are budgeted in this cost center. Recommended funding for 2009 is **\$198,723**.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	147,894	168,000	184,000	182,000
<b>FRINGE BENEFITS</b>	10,721	12,852	14,076	13,923
<b>MATERIALS/SUPPLIES</b>	4,434	2,200	2,400	2,800
<b>CONTRACTED SERVICES</b>	-	-	-	-
<b>TOTAL</b>	163,049	183,052	200,476	198,723

Salaries/Wages:

- Allocation of salaries for full-time Public Works personnel to fund the Fall leaf collection program and year round street sweeping program - **\$100,000**
- At least five and as many as nine part-time employees to assist in the leaf collection program - **\$50,000**
- Overtime for crews to work, if necessary, on weekends to complete the program - **\$32,000**

Fringe Benefits: The cost of employer paid social security taxes for the salaries and wages allocated to this cost center totals **\$13,923**.

Materials/Supplies:

- The budget request for rakes, pitchforks, dust masks, weed eaters, rain gear and safety equipment necessary to perform the leaf collection program and the trimming of trees - **\$2,800**

## **GENERAL FUND**

### **SNOW/ICE REMOVAL**

The primary function of this cost center is the elimination of hazardous conditions caused by ice or snow on Township roads. The objective is to plow all main Township roads in the twelve snow districts within four hours of the end of the snowfall. Using five year historical data, the 2009 budget of **\$270,798** provides funds to maintain this level of service.

EXPENDITURE CATEGORY	2007 ACTUAL EXPENSES	2008 ADOPTED BUDGET	2008 PROJECTED EXPENSES	2009 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	97,463	115,000	43,000	115,000
<b>FRINGE BENEFITS</b>	7,428	8,798	3,290	8,798
<b>MATERIALS/SUPPLIES</b>	107,608	110,000	60,000	144,000
<b>CONTRACTED SERVICES</b>	-	3,000	79	3,000
<b>TOTAL</b>	212,499	236,798	106,369	270,798

Salaries/Wages:

- Full-time salaries allocated for snow and ice removal during regular working hours - **\$35,000**
- Funds are budgeted to remove snow and salt roads during nighttime and weekend hours by Highway and Sanitation personnel - **\$80,000**

Fringe Benefits: The cost of employer paid social security taxes for the salaries and wages allocated to this cost center totals **\$8,798**.

Materials/Supplies:

- A budget is provided primarily for the purchase of rock salt for highway snow and ice removal. For 2009, 2,100 tons are estimated at a cost of \$64.68/ton. This is the same volume of rock salt at approximately \$16 per ton higher than the 2008 rate. - **\$136,000**
- Reimbursement of damaged mailboxes up to a \$50 maximum - **\$3,000**
- Food reimbursements for employees working overtime - **\$2,000**
- Snow fencing and deicer used on Township owned sidewalks. - **\$3,000**

Contractual Services: A budget is provided for the cost of contract work primarily to clean cul-de-sac streets if the need arises due to extremely severe weather conditions - **\$3,000**

**GENERAL FUND**

**TRAFFIC SIGNALS, SIGNS AND MARKINGS**

The 2009 allocation for traffic signal maintenance and repair, sign installation, line painting and repair of street markings totals **\$127,500**.

	2007	2008	2008	2009
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EXPENDITURE CATEGORY	ACTUAL EXPENSES	ADOPTED BUDGET	PROJECTED EXPENSES	ADOPTED BUDGET
<b>SALARIES/WAGES</b>	-	-	-	-
<b>MATERIALS/SUPPLIES</b>	29,880	33,000	34,000	42,000
<b>CONTRACTED SERVICES</b>	80,318	83,000	89,500	85,500
<b>TOTAL</b>	110,199	116,000	123,500	127,500

Materials/Supplies:

- Sign faces, blanks, posts, line paint, LED signal bulbs, signal controller parts, specialty signs, graffiti remover, tools for the installation of signs and posts, sheeting, cutting blades and film for the sign plotter and temporary “No Parking” signs. Affecting this budget amount is a Federal requirement for all street faces to be upgraded over time from Type I reflective sheeting to a high intensity grade Type III. Cost of reflective sign material has recently increased significantly - **\$42,000**

Contractual Services: Cost associated with contractual services totals \$85,500 for:

- Electricity for traffic signals at 33 intersections, 9 school zone signal locations and 6 flashing warning devices. - **\$14,500**
- Line painting of 4” yellow center lines and 4”white edge lines on more heavily traveled collector streets as well as 6”crosswalks, 24”stop bars and arrow markings and letters at signalized intersections - **\$30,000**
- Work performed by the Montgomery County Consortium joint traffic technicians for the maintenance of traffic signals and installation of preemption devices and uninterrupted power sources - **\$35,000**
- The cost of work not performed by the Consortium crew such as emergency knockdown repairs, electrical repairs, tree trimming and pole replacement – **\$6,000**

**GENERAL FUND**

**STREET LIGHTS**

The street light budget funds the operating expenses and costs to maintain the Township owned street lights. The budget for 2009 is **\$253,000**.

	2007	2008	2008	2009
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EXPENDITURE CATEGORY	ACTUAL EXPENSES	ADOPTED BUDGET	PROJECTED EXPENSES	ADOPTED BUDGET
<b>SALARIES/WAGES</b>	-	-	-	-
<b>MATERIALS/SUPPLIES</b>	-	-	-	-
<b>CONTRACTED SERVICES</b>	259,336	262,500	249,500	253,000
<b>TOTAL</b>	259,336	262,500	249,500	253,000

Contractual Services:

- Electricity costs for the over 2,000 luminaries in the Township - **\$222,000**
- Street light maintenance, performed under the Montgomery County Consortium maintenance program, to replace poles, bulbs and ballasts - **\$21,000**
- Repainting of 22 high reach/cobra fixture street light poles to continue the Township program of painting poles in neighborhoods where the poles have rusted or the paint is coming off. - **\$7,500**
- Miscellaneous repairs not performed under the Consortium maintenance program including the replacement of knocked down poles and broken fixtures. – **\$2,500**

**GENERAL FUND**

**STORM SEWER**

The recommended budget for storm sewer repair projects and maintenance in 2009 is **\$116,200**.

EXPENDITURE CATEGORY	2007 ACTUAL EXPENSES	2008 ADOPTED BUDGET	2008 PROJECTED EXPENSES	2009 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	-	-	-	-

<b>FRINGE BENEFITS</b>	-	-	-	-
<b>MATERIALS/SUPPLIES</b>	48,228	58,100	36,824	64,200
<b>CONTRACTED SERVICES</b>	47,795	53,000	44,000	52,000
<b>TOTAL</b>	96,022	111,100	80,824	116,200

Materials/Supplies: \$64,200 of material needed to maintain the Township's storm sewer system including:

- Materials for inlet repairs and reconstruction - \$56,000
  - Inlet boxes - **\$13,700**
  - 185 yards of concrete - **\$19,500**
  - 1400 tons of modified stone - **\$13,500**
  - Plyform - **\$3,000**
  - Bricks, cement, sand, straw, stone, grass seed, redi-mix and lumber - **\$6,300**
- Small tools including shovels, picks, saw blades, tape measures, wheel barrows, electric chipping hammer (\$1,000), concrete vibrator (\$2,000) bits and torch gases - **\$8,200**

Contractual Services: The contractual services budget totals \$52,000 for:

- Maintenance of detention basins, storm water conduits and open channels on municipal land - **\$35,000**
- Installation of storm sewer extensions or repair of existing system may require the use of a contractor due to time constraints or uniqueness of equipment required. - **\$5,000**
- Removal of unusable storm sewer, street reconstruction and street sweeper debris from the Township facilities - **\$12,000**

## GENERAL FUND

### ROAD MAINTENANCE

The 2009 budget for road maintenance is **\$341,208**.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	58,136	50,000	62,000	55,000
<b>FRINGE BENEFITS</b>	4,434	3,825	4,743	4,208

<b>MATERIALS/SUPPLIES</b>	209,480	187,800	253,000	256,000
<b>CONTRACTED SERVICES</b>	28,934	26,000	24,000	26,000
<b>TOTAL</b>	300,984	267,625	343,743	341,208

Salaries/Wages:

- Part-time labor to assist with projects and cover full-time employees' vacation and personal days - **\$38,000**
- Overtime for non-snow related emergency road repairs, extended paving projects, placement of barricades and traffic signal generators - **\$17,000**

Fringe Benefits: The cost of employer paid social security taxes for the salaries and wages allocated to this cost center totals **\$4,208**.

Materials/Supplies:

- Road repair materials includes funds for asphalt base course, wearing course, cold patch, crack sealer, traffic safety cones, propane fuel for paver, silt fence and chemicals. - **\$240,000**
- Minor tools and supplies for parts for all gasoline powered equipment, jumping jack (\$2,600), curb forms (\$2,500), plate vibrator (\$1,900), milling machine teeth, wood stakes for temporary signs and fencing - **\$16,000**

Contractual Services: Funding for contractual services totals \$26,000 for:

- Rental of specialty or emergency equipment, if necessary, and the rental of a milling machine and roller to perform the milling and overlay of some narrower streets that do not have curbing. - **\$20,000**
- Removal of trees in the public right-of-way - **\$3,500**
- Costs for the Pennsylvania One Call System, the notification system for construction near utility lines - **\$2,500**

## GENERAL FUND

### EMERGENCY SERVICES ORGANIZATIONS

This line item records the payments to Emergency Services Organizations providing services to the residents of Upper Dublin Township. The payment to the Upper Dublin Township Volunteer Fireman's Relief Association Fund is funded from the proceeds received from the State Foreign Fire Insurance Premium Taxes. A corresponding amount is budgeted as revenue to the General Fund. Actual proceeds received from the State in 2008 totaled \$290,821.

	<b>2007</b>	<b>2008</b>	<b>2008</b>	<b>2009</b>
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EXPENDITURE CATEGORY	ACTUAL EXPENSES	ADOPTED BUDGET	PROJECTED EXPENSES	ADOPTED BUDGET
<b>SALARIES/WAGES</b>	-	-	-	-
<b>MATERIALS/SUPPLIES</b>	-	-	-	-
<b>CONTRACTED SERVICES</b>	302,732	302,732	307,821	307,821
<b>TOTAL</b>	302,732	302,732	307,821	307,821

Contractual Services: Payments are provided to the following emergency services organizations:

- Volunteer Fireman's Relief Association - **\$290,821**
- Community Ambulance of Ambler - **\$14,000**
- Second Alarmer's Ambulance - **\$3,000**

REVENUE CATEGORY	2007 ACTUAL REVENUE	2008 ADOPTED REVENUE	2008 PROJECTED REVENUE	2009 PROPOSED REVENUE
<b>STATE FOREIGN FIRE INSURANCE PREMIUM TAX</b>	285,732	285,732	290,821	290,821

## GENERAL FUND

### FIRE HYDRANT

The fire hydrant budget finances the operating and leasing costs for water service to all fire hydrants in the Township.

EXPENDITURE CATEGORY	2007 ACTUAL EXPENSES	2008 ADOPTED BUDGET	2008 PROJECTED EXPENSES	2009 ADOPTED BUDGET

<b>SALARIES/WAGES</b>	-	-	-	-
<b>MATERIALS/SUPPLIES</b>	-	-	-	-
<b>CONTRACTED SERVICES</b>	104,040	104,271	104,450	105,727
<b>TOTAL</b>	104,040	104,271	104,450	105,727

Contractual Services: Three water companies provide water service to the Township fire hydrants. Funds are budgeted for:

- Ambler Borough service to 110 hydrants - **\$15,627** (\$142.07 per hydrant)
- Aqua PA service to 200 hydrants - **\$60,600** (\$303.00 per hydrant)
- North Wales Water service to 295 hydrants - **\$29,500** (\$100.00 per hydrant)

## GENERAL FUND

### REAL ESTATE TAXES

Funds are budgeted in this cost center to finance the cost of real estate taxes levied against Township owned property.

EXPENDITURE CATEGORY	2007 ACTUAL EXPENSES	2008 ADOPTED BUDGET	2008 PROJECTED EXPENSES	2009 ADOPTED BUDGET

<b>SALARIES/WAGES</b>	-	-	-	-
<b>MATERIALS/SUPPLIES</b>	-	-	-	-
<b>CONTRACTED SERVICES</b>	60,210	63,320	64,558	67,378
<b>TOTAL</b>	60,210	63,320	64,558	67,378

Contractual Services: Real estate taxes in the amount of **\$67,378** are budgeted to pay the Montgomery County and Upper Dublin School District real estate tax assessed against the following properties:

<b>PROPERTY</b>	<b>COUNTY TAX</b>	<b>SCHOOL TAX</b>
1500 Twining Road	6,855	57,880
Twining Road Cell Tower Site	300	2,343
<b>TOTAL</b>	<b>7,155</b>	<b>60,223</b>

## GENERAL FUND

### COMMUNITY CONTRIBUTIONS

Contributions for operating expenses are given by the Township to outside organizations providing services to residents of Upper Dublin Township.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>

<b>SALARIES/WAGES</b>	-	-	-	-
<b>MATERIALS/SUPPLIES</b>	-	-	-	-
<b>CONTRACTED SERVICES</b>	13,250	13,250	13,250	13,250
<b>TOTAL</b>	13,250	13,250	13,250	13,250

Contractual Services: Contributions to fund operating expenses are provided to the following community organizations:

a.	VNA Community Services	<b>9,000</b>
b.	Victim Services Center of Montgomery County	<b>1,500</b>
c.	Montgomery County Emergency Services	<b>1,000</b>
d.	Senior Adult Activities Center	<b>1,000</b>
e.	Oreland Lion's Club (Fourth of July Parade)	<b>750</b>
	<b>TOTAL</b>	<b>\$ 13,250</b>

## **PARKS AND RECREATION FUND SUMMARY**

The Parks and Recreation Fund supports the administration, operation and maintenance of Upper Dublin Township's active parks and recreation facilities, open space areas and recreation programs. Revenue for the fund is generated primarily from two sources: the Parks and Recreation Real Estate Tax and user fees. For 2009, the Parks and Recreation Real Estate Tax rate to fund all expenditures is proposed at the rate of .61 mils. This is an increase of .03 mils over the 2008 rate of .58 mils. At the proposed tax rate, the tax will generate **\$1,354,917** in revenues, an increase of \$69,492 over 2008 budgeted real estate tax revenues.

Charges to recreation program participants and park facility users generate **\$424,635** in 2009, an increase of \$89,145 over 2008 the budget. Interest earnings on the fund are expected to add **\$15,000** and employee contributions toward the cost of health benefits are budgeted at **\$4,300**.

Expenditures total **\$1,870,459** in 2009, an increase of \$145,122 (8.4%) over the 2008 budget. Percentage increases for prior years are shown below:

- 2000 - 7.0%
- 2001 - 8.1%
- 2002 - 17.5%
- 2003 - 9.6%
- 2004 - (-0.7%)
- 2005 - 5.0%
- 2006 - 7.5%
- 2007 - 7.2%
- 2008 - 6.3% (projected)

An amount of **\$45,341** is budgeted as a transfer out of the Parks and Recreation Fund to the Non-Uniform Pension Fund to finance the Township’s minimum municipal obligation (MMO) for the 14 full-time parks and recreation employees. A corresponding revenue item of **\$44,609** is budgeted as a contribution from the Commonwealth’s General Municipal Pension System state aid towards the Township’s pension costs. The difference of \$732 must be derived from other sources.

Significant cost increases in the 2009 proposed budget include:

- Recreation Specialist position funded for full year in 2009 – increase of **\$21,400**
- Salary increase for the 12 other full time staff in the department – increase of **\$26,630**
- Increase in medical benefits due to new full time staff and change in existing employees’ coverage status – increase of **\$22,286**
- Significant increase in vehicle operation and maintenance fees due to increased fuel costs in 2008 – increase of **\$20,000**
- Direct cost to provide programs and trips increase by **\$50,591**; a corresponding increase in program and trip revenues total **\$96,445**

At the proposed revenue, expenditure and transfer levels, the Parks and Recreation fund is expected to end the 2009 fiscal year with a fund balance of **\$4,258**.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	64,369	105,624	127,782	76,606
<b>REVENUES</b>	1,836,790	1,661,877	1,782,000	1,843,461
<b>EXPENDITURES</b>	1,692,071	1,725,337	1,791,330	1,870,459
<b>FUND TRANSFERS</b>	(81,306)	(41,846)	(41,846)	(45,351)
<b>CLOSING FUND BALANCE</b>	127,782	318	76,606	4,258

**PARKS AND RECREATION FUND**

**REVENUES**

	<b>2007 ACTUAL REVENUES</b>	<b>2008 ADOPTED REVENUES</b>	<b>2008 PROJECTED REVENUES</b>	<b>2009 ADOPTED REVENUES</b>
<b>REAL ESTATE TAXES</b>	1,293,986	1,285,425	1,278,000	1,354,917
<b>INTEREST EARNINGS</b>	27,417	18,000	15,000	15,000
<b>STATE GRANTS</b>	58,477	41,426	62,000	44,609

<b>EMPLOYEE CONTRIBUTIONS</b>	3,224	3,000	4,300	4,300
<b>DEPARTMENT EARNINGS:</b>				
<b>GENERAL TRIPS</b>	55,811	44,885	62,000	60,585
<b>PARK RENTAL</b>	46,483	35,500	47,000	44,840
<b>DONATIONS</b>	54,192	27,475	27,475	39,550
<b>SKI TRIPS</b>	-	5,250	-	-
<b>SUMMER PROGRAMS</b>	174,656	117,954	156,165	147,163
<b>OTHER PROGRAMS</b>	77,582	30,685	83,000	77,066
<b>SPECIAL EVENTS</b>	10,064	11,075	16,660	12,140
<b>UNSCHEDULED PROGRAMS</b>	-	15,902	-	14,241
<b>POOL RENTAL</b>	28,623	25,300	30,400	29,050
<b>UPPER DUBLIN PLAYERS</b>	6,276	-	-	-
	-	-	-	-
<b>TOTAL</b>	1,836,790	1,661,877	1,782,000	1,843,461

## PARKS AND RECREATION FUND

### EXPENDITURE SUMMARY

The Parks and Recreation Fund budget for 2009 totals **\$1,870,459**, an increase of 8.4% over the 2008 budget. Details on the proposed expenditures for each of the cost centers are provided in the following section.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	856,073	938,925	940,821	1,000,182

<b>FRINGE BENEFITS</b>	267,638	279,733	282,939	314,104
<b>MATERIALS/SUPPLIES</b>	255,749	190,849	246,352	216,323
<b>CONTRACTED SERVICES</b>	184,710	186,462	171,718	192,600
<b>EQUIPMENT PURCHASES</b>	3,972	6,440	7,000	4,750
<b>VEHICLE O&amp;M FEES</b>	123,928	122,928	142,500	142,500
<b>TOTAL</b>	1,692,071	1,725,337	1,791,330	1,870,459

## PARKS AND RECREATION FUND

### COST CENTER SUMMARY

<b>COST CENTER</b>	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>ADMINISTRATION</b>	458,001	517,884	523,623	564,946
<b>RECREATION PROGRAMS</b>	357,809	262,604	335,247	313,195
<b>POOL</b>	68,669	69,200	69,455	73,549

<b>PARK MAINTENANCE</b>	729,666	791,260	783,458	835,256
<b>ROBBINS PARK</b>	43,749	48,837	46,623	45,803
<b>SITEWATCH</b>	34,177	35,552	32,924	37,710
<b>TOTAL</b>	1,692,071	1,725,337	1,791,330	1,870,459

## PARKS AND RECREATION FUND

### ADMINISTRATION

Recommended funding for the Administration cost center totals **\$564,946** in 2009.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	323,896	372,550	377,000	402,367
<b>FRINGE BENEFITS</b>	102,760	111,550	112,890	128,410
<b>MATERIALS/SUPPLIES</b>	1,480	1,800	2,000	2,000

<b>CONTRACTED SERVICES</b>	29,865	31,984	31,733	32,169
<b>TOTAL</b>	458,001	517,884	523,623	564,946

Salaries/Wages: The budget request provides \$402,367 for:

- Six full time positions of Parks and Recreation Director, Parks Superintendent, Recreation Superintendent, Program/Office Coordinator, Evening/Weekend Coordinator and Recreation Specialist. Amount includes stipend for employee who has opted out of joining the Township medical plan – **\$340,450**
- Combining two existing part time positions to a full-time Administrative Assistant - **\$28,800**
- Part time customer service representatives - **\$31,117**
- Stipend for a college intern to work approximately 400 hours. - **\$2,000**

Fringe Benefits: The budget of **\$128,410** provides employee benefits and employer paid taxes at the proposed staffing level.

Materials/Supplies: An allocation of **\$2,000** is provided for general office and computer supplies.

Contractual Services: The \$32,169 is requested for:

- Liability and Property Insurance premium for Parks and Recreation - **\$9,500**
- Mileage reimbursement for use of personal vehicles - **\$6,000**
- Credit card processing fees - **\$8,200**
- Lease and maintenance for copier to support P&R function - **\$5,130**
- Typewriter and Safari software maintenance fees - **\$2,213**
- Dues and membership fees - **\$1,126**

## PARKS AND RECREATION FUND

### RECREATION PROGRAMS

The Recreation Program budget funds the operation of programs, trips, camps and special events offered on a year round basis. Recommended funding for 2009 totals **\$313,195**. Direct costs to provide most programs, trips and events are covered by user fees that are budgeted to generate **\$356,035** in 2009. User fees do not cover the cost to fund North Hills recreation programs budgeted at \$10,000.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	101,299	80,950	96,580	99,092
<b>FRINGE BENEFITS</b>	11,021	9,993	10,769	11,381

<b>MATERIALS/SUPPLIES</b>	153,364	95,116	152,693	118,306
<b>CONTRACTED SERVICES</b>	92,125	76,545	75,205	84,416
<b>TOTAL</b>	357,809	262,604	335,247	313,195

Salaries/Wages: The \$99,092 budget in this cost center is for:

- Summer playground supervisors and staff - **\$27,455**
- Small Folks, camp BIG, X-Zone and Kids Plus camp staffs – **\$15,485**
- Salaries for summer theatre programs and other summer programs - **\$18,494**
- Salaries for winter, spring and fall programs - **\$27,158**
- Salaries for Mondauk Common staff attendants - **\$10,500**

Fringe Benefits: The cost of employer paid taxes for the part-time staff is **\$11,381**.

Materials/Supplies: The budget of \$118,306 for recreation supplies is allocated for:

- Summer program supplies - **\$50,198**
- Summer concerts - **\$7,900**
- General recreational supplies - **\$2,150**
- Fall/winter/spring program supplies - **\$46,658**
- Uniforms and identification for park attendants, playground staff and trip staff - **\$1,400**
- Contribution towards summer camp at North Hills Community Center. - **\$10,000**

Contractual Services: The budget for contractual services totals \$84,416 for:

- Cost for buses, tickets, admissions, tolls, parking and ticket only services - **\$56,015**
- Costs associated with seasonal special presentations and one time programs - **\$7,010**
- Printing and postage for leisure guides, permits, work requests and receipts - **\$21,391**

## PARKS AND RECREATION FUND

### POOL

This cost center reflects activity related to the Upper Dublin Community Pool. The Upper Dublin Community pool is scheduled to be open daily from June 14th through mid August and on weekends through the end of August. The recommended allocation to fund the pool is **\$73,549**.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	36,062	37,065	36,250	37,065
<b>FRINGE BENEFITS</b>	4,929	5,235	4,973	5,260

<b>MATERIALS/SUPPLIES</b>	13,148	9,915	8,952	12,589
<b>CONTRACTED SERVICES</b>	14,530	16,985	19,280	18,635
<b>TOTAL</b>	68,669	69,200	69,455	73,549

Salaries/Wages: Wages are budgeted at **\$37,065** and assume that the pool will be staffed from 12:30PM to 8:00 PM daily. The budget provides funds for a pool manager, assistant manager, head lifeguard, assistant head lifeguard and lifeguards.

Fringe Benefits: The cost of employer paid taxes is **\$5,260**.

Materials/Supplies: The \$12,589 is allocated for:

- Chlorine, muriatic acid and testing chemicals in the standard quantities based on pool water volume and season length - **\$8,464**
- Office supplies for identification bands, staff uniforms and first aid supplies - **\$2,450**
- The purchase of replacement equipment necessary for safe and proper pool operation including replacement umbrellas, hose/reel holder, ORP and pH probes, brooms, mops, hoses, hand truck and signage – **\$1,675**

Contractual Services: The budget of \$18,635 includes:

- Pool electricity - **\$3,520**
- Pool water - **\$3,410**
- Pool telephone service - **\$560**
- Maintenance and repairs for emergency plumbing and building repairs, painting, safety gloves, bee spray, landscape materials and janitorial supplies - **\$7,145**
- Rebuild motor for main pool - **\$2,000**
- Change fill line - **\$2,000**

## PARKS AND RECREATION FUND

### PARK MAINTENANCE

The Park Maintenance cost center provides maintenance and repair services for the open space land and facilities in the Township. The recommended budget totals **\$835,256** in 2009.

EXPENDITURE CATEGORY	2007 ACTUAL EXPENSES	2008 ADOPTED BUDGET	2008 PROJECTED EXPENSES	2009 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	348,601	400,170	385,400	411,398
<b>FRINGE BENEFITS</b>	134,236	137,569	140,258	153,375
<b>MATERIALS/SUPPLIES</b>	79,046	73,408	71,950	75,278
<b>CONTRACTED SERVICES</b>	47,487	58,673	43,850	55,455
<b>EQUIPMENT PURCHASES</b>	3,972	6,440	7,000	4,750

<b>VEHICLE O&amp;M FEES</b>	116,322	115,000	135,000	135,000
<b>TOTAL</b>	729,666	791,260	783,458	835,256

Salaries/Wages: The budget for salaries and wages totals \$411,398 for:

- Seven full-time staff positions including stipend to employees who have opted out of joining the Township medical plan – **\$338,130**
- Two seasonal parks maintenance employees for 36 weeks – **\$37,650**
- Four seasonal parks maintenance employees for 15 weeks - **\$29,170**
- Overtime for emergency call-ins and special events - **\$6,448**

Fringe Benefits: The cost of employee benefits and employer paid taxes for all Parks Maintenance employees - **\$153,375**

Materials/Supplies: The budget for materials and supplies is requested at \$75,278 for:

- The largest item in this category is for park buildings and grounds supplies - \$59,100. Items included in this line item are:
  - Infield mix and turface for ball fields - **\$11,000**
  - Concrete, stone paint and lumber for parking lots - **\$5,000**
  - Limestone screenings - **\$6,000**
  - Comfort station rentals - **\$3,600**
  - General repairs to fencing and gates - **\$2,000**
  - Athletic field lining materials - **\$6,000**
  - Janitorial supplies for all parks - **\$6,800**
  - Plant materials - **\$2,000**
  - Repairs to playground equipment - **\$2,500**
  - Repairs to Loch Alsh Reservoir - **\$1,200**
  - Playground mulch - **\$11,000**
  - CHAC lighting repairs - **\$2,000**
- Chemical expenses for bee spray, weed and crabgrass control - **\$4,260**
- Fertilizer and grass seed - \$6,300 for:
  - Seed needed for proper turf maintenance and reseeding - **\$3,500**
  - Fertilizer - **\$2,800**
- Uniforms and safety gear - **\$5,618**

Contractual Services: The cost for contractual services is \$55,455 for:

- Control of Canada Geese at Mondauk Common, CHAC, Pine Run Park and Upper Dublin Sports Park - **\$15,600**
- Commercial fertilization and broadleaf weed control at Mondauk Common and Township Building - **\$8,190**
- Electricity at all parks including SPARK - **\$8,425**
- Water at all parks including SPARK – **\$2,800**
- Phone service at Mondauk Common, SPARK and three emergency phones in the parks - **\$2,040**
- Equipment repairs for tire replacements, mower repairs, tune-ups, small engine repairs and repairs to the parks equipment – **\$13,400**
- Tree maintenance for the removal of trees and stumps and pruning and trimming - **\$5,000**

Equipment Purchases: Small equipment purchases total \$4,750 for:

- Purchase of rakes, shovels, shop tools, chain saws and hand tools – **\$2,300**
- Replacement of two weed whackers - **\$550**
- Replacement of Dewalt drill and purchase of new Dewalt pack- **\$800**
- Replacement of a 9hp push blower - **\$1,100**

Vehicle O&M Fees: Operating and amortization expenses for the use of vehicle equipment for park maintenance total **\$135,000**.

## PARKS AND RECREATION FUND

### ROBBINS PARK

The budget for this cost center funds Township functions associated with the maintenance and operation of Robbins Park. The recommendation for 2009 is **\$45,803**.

EXPENDITURE CATEGORY	2007 ACTUAL EXPENSES	2008 ADOPTED BUDGET	2008 PROJECTED EXPENSES	2009 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	22,913	24,350	23,906	24,310
<b>FRINGE BENEFITS</b>	11,637	12,112	11,086	12,168
<b>MATERIALS/SUPPLIES</b>	8,497	10,100	9,981	7,400
<b>CONTRACTED SERVICES</b>	702	2,275	1,650	1,925
<b>TOTAL</b>	43,749	48,837	46,623	45,803

Salaries/Wages: Included in the \$24,310 budget is:

- 50% funding, shared equally with the Upper Dublin School District, for one full time maintenance laborer - **\$17,400**
- Summer staff including coordinator, maintenance laborers and gardener - **\$6,910**

Fringe Benefits: The cost of employee benefits and employer paid taxes is **\$12,168**.

Materials/Supplies:

- Maintenance and repair for work on the grounds and various structures at the Robbins Park - **\$3,500**
- Tree maintenance at Robbins Park - **\$3,500**
- Supplies for special events - **\$100**
- Small hand tools needed for park maintenance - **\$300**

Contractual Services:

- The Township is responsible for electricity expenses for the summer months only with the School District assuming responsibility for the other months - **\$675**
- Water - **\$500**
- Repair of maintenance equipment, such as the chipper/shredder, rototiller and leaf blower - **\$750**

## PARKS AND RECREATION FUND

### SITEWATCH

This cost center funds the sitewatch program, a unit created to ensure proper and safe conduct at all park facilities in Upper Dublin Township. The proposed budget to fund these functions is **\$37,710** all of which will be reimbursed to the Township from the Upper Dublin School District, youth sports organizations and other organizations using Township facilities.

EXPENDITURE CATEGORY	2007 ACTUAL EXPENSES	2008 ADOPTED BUDGET	2008 PROJECTED EXPENSES	2009 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	23,301	23,840	21,685	25,950
<b>FRINGE BENEFITS</b>	3,055	3,274	2,963	3,510
<b>MATERIALS/SUPPLIES</b>	215	510	776	750
<b>CONTRACTED SERVICES</b>	-	-	-	-

<b>VEHICLE O&amp;M FEES</b>	7,606	7,928	7,500	7,500
<b>TOTAL</b>	34,177	35,552	32,924	37,710

Salaries/Wages: A budget of \$25,950 is requested to fund:

- The cost of the part-time park sitewatch staff – **\$22,185**
- Part time labor to set up and maintain Township community meeting rooms - **\$3,765**

Fringe Benefits: The cost of employer paid taxes for all part-time employees totals **\$3,510**.

Materials/Supplies:

- Purchase uniforms, rain gear and badges for the park security officers - **\$400**
- Purchase of replacement car seals and batteries - **\$150**
- First aid and CPR certifications - **\$200**

Vehicle O&M Fees: Operating and amortization expenses for the use of Township vehicles for Sitewatch total **\$7,500**

## **OPEN SPACE FUND SUMMARY**

The Open Space Fund supports parks and recreation capital projects. On the following pages are descriptions of open space projects recommended for consideration for funding in the 2009 budget. The total estimated cost for these projects, including prior year commitments to projects not yet completed, is **\$115,255**.

Revenues to fund the projects are generated through an open space assessment to all new homes constructed in the Township and from contributions from the parks and recreation operating fund and the Community Reinvestment Fund. Additional funds are received in the form of one-time contributions from those developments that specifically effect park maintenance, from intergovernmental grants and from interest income.

In 2009, revenues are expected in the amount of \$12,500, **\$2,500** from interest income and **\$10,000** from open space fees.

The balance of required funding is derived through a fund transfer in the amount of **\$102,755** from the Community Reinvestment Fund.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE – RESERVED</b>	2,322	2,354	-	3,081
<b>OPENING FUND BALANCE - UNRESERVED</b>	121,424	-	-	-
<b>REVENUES</b>	1,335,204	20,000	803,052	12,500
<b>EXPENDITURES</b>	2,047,463	324,505	1,050,000	115,255
<b>FUND TRANSFERS</b>	588,513	304,505	250,029	102,755
<b>CLOSING FUND BALANCE – RESERVED</b>	-	-	3,081	3,081
<b>CLOSING FUND BALANCE - UNRESERVED</b>	-	-	-	-

**OPEN SPACE FUND**  
**CAPITAL PROJECTS 2009**

1 Purchase Maintenance Utility Vehicle and Attachments	13,105
2 Purchase Trailer	9,000
3 Replace Ballfield Fencing and Improve Infields	20,000
4 Community Pool Improvements	35,000
5 EPI-Center Improvements	35,000
6 Purchase Tractor Pump	3,150
<b>TOTAL PROJECTS</b>	<b>115,255</b>

**OPEN SPACE FUND**  
**CAPITAL PROJECTS 2009**

**PURCHASE OF MAINTENANCE UTILITY VEHICLE & ATTACHMENTS**      **\$13,105**

This is a planned replacement of a maintenance utility vehicle (\$3,955) used for hauling woodchips and soil, tree removal in wooded areas and during department, Township and community events. Purchase of attachments (\$9,150) are recommended for maintenance of artificial turf at SPARK.

**PURCHASE OF TRAILER**      **\$9,000**

This is a planned replacement of a commercial grade trailer used for hauling mowing equipment. Upgraded model will provide for secure storage outside of maintenance garage.

**REPLACE BALLFIELD FENCING AND IMPROVE INFIELDS**      **\$20,000**

- Funds are provided and replace or repair ballfield fencing at Sheeleigh Park, North

- Hills Park, Mondauk Common Filed #3 and Three Tuns Park - \$10,000
- Funds are provided to improve infields at CHAC North, Three Tuns Park and Mondauk Common Fields #1 and #2 - \$10,000

**COMMUNITY POOL IMPROVEMENTS** **\$35,000**

Repair floor and walls of men’s and women’s changing areas to improve safety, appearance and lifecycle issues.

**EPI-CENTER IMPROVEMENTS** **\$35,000**

Required improvements at EPI-Center including roof and structural repairs

**PURCHASE OF TRACTOR PUMP** **\$3,150**

Purchase of a tractor mounted PTO pump with well to drain Community Pool, store water for irrigation, drain water meter pits and fill “gator” bags.

**TOTAL** **\$115,255**

**LIBRARY FUND SUMMARY**

Revenues for the Library Fund are generated through department earnings, intergovernmental aid and a transfer from the Township General Fund. The General Fund transfer for 2009 is requested at **\$814,179**. This is a 4.0% % increase over the General Fund’s 2008 budgeted transfer.

State aid to the Library is projected to equal the amount received in 2008 of **\$116,833**. Other revenue sources for 2009 include Pennsylvania Access projected at **\$12,000** and department earnings, expecting to total **\$44,700**.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	-	-	-	-
<b>REVENUES</b>	172,873	170,295	172,287	173,533

<b>EXPENDITURES</b>	893,717	953,095	960,518	987,712
<b>FUND TRANSFERS</b>	720,844	782,800	788,231	814,179
<b>CLOSING FUND BALANCE</b>	-	-	-	-

## LIBRARY FUND

### REVENUES

	<b>2007 ACTUAL REVENUES</b>	<b>2008 ADOPTED REVENUES</b>	<b>2008 PROJECTED REVENUES</b>	<b>2009 ADOPTED REVENUES</b>
<b>FINES</b>	35,628	35,000	35,000	37,000
<b>LOST BOOK CHARGES</b>	1,775	1,500	2,500	2,200
<b>INTEREST INCOME</b>	3,041	2,100	1,600	1,500
<b>EMPLOYEE CONTRIBUTIONS</b>	512	500	1,500	1,500
<b>STATE GRANTS</b>	116,047	116,395	116,833	116,833
<b>PA ACCESS FUNDS</b>	12,274	12,500	12,204	12,000

<b>CONTRIBUTIONS</b>	1,174	-	200	-
<b>COPY MACHINE</b>	2,422	2,300	2,450	2,500
<b>TOTAL DEPARTMENT EARNINGS</b>	<b>172,873</b>	<b>170,295</b>	<b>172,287</b>	<b>173,533</b>
<b>TRANSFER FROM GENERAL FUND</b>	720,844	782,800	788,231	814,179
<b>TOTAL LIBRARY FUND</b>	<b>893,717</b>	<b>953,095</b>	<b>960,518</b>	<b>987,712</b>

## LIBRARY FUND

### EXPENDITURES

The 2009 budget request for Library expenditures totals **\$987,712**. Of this amount, \$814,179 or 82% of the total expenditures is funded through a transfer from the Township General Fund. In 2008, the General Fund funded 82% of all Library expenditures. The balance of Library expenditures is funded through Library user fees and intergovernmental grants. This year's budget proposal is \$34,617 (3.6%) above the 2008 adopted budget.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	511,717	533,700	534,300	572,025
<b>FRINGE BENEFITS</b>	89,994	91,745	97,365	111,687
<b>MATERIALS/SUPPLIES</b>	208,459	233,000	233,000	234,000
<b>CONTRACTED SERVICES</b>	57,630	69,650	70,853	64,000
<b>EQUIPMENT</b>	25,917	25,000	25,000	6,000
<b>TOTAL</b>	<b>893,717</b>	<b>953,095</b>	<b>960,518</b>	<b>987,712</b>

Salaries/Wages: The \$572,025 budget to fund salaries is for:

- Funding for the seven existing full-time library staff members including stipend to employees who have opted out of joining the Township medical plan - **\$365,625**
- Part-time salary budget of **\$206,400** which includes:
  - Youth Services Librarian at 30 hours per week
  - Increase in Library Assistants' hours by 10 hours per week - **\$8,800**

Fringe Benefits: The budget of **\$111,687** funds the benefits and employer paid taxes for the full-time and part-time staff.

Materials/Supplies: A budget of \$234,000 is requested for:

- New non- juvenile books - **\$103,000**
- New juvenile books - **\$52,000**
- Periodicals - **\$7,000**
- AV materials – **\$32,500**
- Juvenile AV materials - **\$20,500**
- General office supplies, computer supplies and collection processing materials including the implementation of the CoLibri Cover System - **\$19,000**

Contractual Services: The contractual services budget totals \$64,000 for:

- MCLINC operating costs to cover administrative, maintenance, telecommunications, connection fees and internet access - **\$40,000**
- Hardware and software costs to upgrade computer equipment for public use – **\$6,000**
- Website maintenance and offsite hosting fees - **\$2,000**
- Contract maintenance fees - **\$1,000**
- Telephone costs for the main library and the North Hills branch - **\$1,200**
- Lease for the current copy machine - **\$2,300**
- Printing of informational pamphlets and newsletter and supplies for children's summer reading programs - **\$7,000**
- Postage - **\$1,500**
- Professional fees and membership dues - **\$2,000**
- Mileage reimbursement - **\$1,000**

Equipment Purchases: A budget in the amount of **\$6,000** is requested for the continued purchase of new and replacement furniture and equipment as well as any immediate improvements the Library can make resulting from the ongoing Facilities Plan.

## INTERNAL SERVICES FUND SUMMARY

The Internal Services Fund contains two cost centers: (1) the Fleet and Facilities department operates the Fleet cost center which funds the maintenance of the vehicle fleet for use by the operating departments and (2) the Vehicle Replacement cost center which finances the replacement of Township vehicles.

The two cost centers are funded through charges to all operating departments using Township vehicles and from a transfer of funds from the Community Reinvestment Fund. There are two components to the charge to departments: the actual use charges and the replacement or amortization charge. In 2009 user charges, which finance the operation of the Motor Pool, are expected to derive **\$1,220,156**. Amortization charges, which accumulate to finance future replacement of Township vehicles, are projected at **\$424,194**. A transfer is budgeted from the Community Reinvestment Fund in the amount of **\$61,124** to supplement the cost replacement vehicles 2009. Additional sources of revenue are the sale of surplus or used vehicles budgeted at **\$100,000** and employee contributions to health premiums at **\$500**.

**\$19,436** is budgeted as a transfer out of the Internal Services Fund to cover the Township's minimum municipal obligation to the Non-Uniform Pension Fund for the six full-time employees in the department. A corresponding revenue item of **\$19,118** is budgeted as a contribution from the Commonwealth's General Municipal Pension System. The state aid acts as an offset towards the Township's pension costs.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>

<b>OPENING FUND BALANCE</b>	257,729	-	39,340	-
<b>REVENUES</b>	1,601,261	1,801,099	1,905,080	1,763,968
<b>EXPENDITURES</b>	1,946,499	1,966,435	2,095,233	1,805,656
<b>FUND TRANSFERS IN</b>	150,000	184,650	170,051	61,124
<b>FUND TRANSFERS OUT</b>	(23,153)	(19,314)	(19,238)	(19,436)
<b>CLOSING FUND BALANCE</b>	39,340	-	-	-

## INTERNAL SERVICES FUND

### FLEET

The Fleet and Facilities department maintains the motor pool fleet and the Township owned buildings. Funding for the department is derived from operating charges to all departments based on their actual use of these services. The recommended budget for 2009 is **\$1,220,156**, an increase of \$70,721 (6.1%) above the 2008 budget.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	335,232	310,230	307,500	319,000
<b>FRINGE BENEFITS</b>	145,409	148,659	142,788	152,300
<b>MATERIALS/SUPPLIES</b>	548,859	563,626	676,773	622,656
<b>CONTRACTED SERVICES</b>	177,587	126,920	115,085	126,200
<b>TOTAL</b>	1,207,087	1,149,435	1,242,146	1,220,156

Salaries/Wages: The 2009 budget recommends **\$310,000** for salaries for five full-time employees and 50% of the salary of the Public Works/Fleet and Facilities Director. Overtime is budgeted at **\$9,000**.

Fringe Benefits: Expenses for benefits and employer paid taxes total **\$152,300** for the six employees in the department.

Materials/Supplies: The budget for materials and supplies totals \$622,656 for:

- Gasoline, purchased through consortium bidding, is projected at 54,250 gallons at \$2.40 per gallon - **\$130,200**
- Diesel, also purchased through consortium bidding, is projected at 79,474 gallons at \$2.80 per gallon - **\$222,527**
- Purchase of new tires and tire repairs for all vehicles - **\$54,000**
- Automotive and truck parts for the repair of vehicles in the fleet - **\$135,000**
- Snow equipment parts - **\$25,000**
- Leaf machine parts - **\$9,270**
- Yard waste equipment parts - **\$6,000**
- Chemicals such as anti-freeze, car soap, parts cleaner solvent, service chemicals, fire extinguisher supplies and rust preventative - **\$5,150**.
- Shop supplies for welding supplies, nuts and bolts, shop towels, oil dry, general hardware and general shop supplies - **\$4,800**
- Lubricants for motor oil, transmission fluid, hydraulic oil, gear oil, grease and universal tractor fluid - **\$15,434**
- Minor shop equipment for hand tools, electronic equipment, air tools, drills, lathe tools. - **\$6,500**
- Computer equipment for truck analysis - **\$3,500**
- Uniforms, including rain gear, boots, gloves and safety equipment - **\$3,500**
- Office and computer supplies - **\$1,775**

Contractual Services: The \$126,200 in this category is requested for:

- Insurance coverage for Township vehicles - \$40,000
  - General and auto liability coverage is budgeted at **\$19,000**.
  - Auto physical damage is budgeted at **\$21,000**.
- Outside body repairs - \$7,500
  - Body, paint work and sandblasting on trucks and snow equipment- **\$5,500**
  - Insurance deductible costs - **\$2,000**
- Outside mechanical repairs - \$67,000
  - Trash packer repairs - **\$18,000**
  - Auto and truck repairs - **\$17,000**
  - Transmission repairs - **\$12,000**
  - Radiator repairs - **\$2,000**
  - Front end alignments - **\$1,000**
  - Recycle equipment repairs - **\$7,000**
  - Emissions testing - **\$2,000**
  - Dealer repairs - **\$5,000**
  - Computer diagnostics – **\$1,000**
  - Spring repairs - **\$2,000**
- Repairs caused by minor accidents non-reported to insurance company - **\$6,500**

- Service and repairs to mobile radios - **\$3,700**
- Dues and annual support and updates for fleet software program - **\$1,500**

## **INTERNAL SERVICE FUND**

### **2009 VEHICLE REPLACEMENT PURCHASES**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>COST</u>
1. Two Police Vehicles	This year, the #8patrol and the #89 responder unit will be replaced. The patrol unit will be a police package Tahoe type vehicle identical to the current police patrol vehicles. The medical responder unit will be a Suburban type vehicle to accommodate the necessary equipment. The vehicles will be purchased through the State bid, the Harrisburg PACC contract or the Westmoreland COG whichever price is lowest. The existing cars will be sent to the consortium auction. The change to the Tahoe type vehicles has increased the usable lifespan for patrol use which results in a lower amortization cost per vehicle. A three-year lifespan is anticipated for the #8 patrol vehicle and a four-year lifespan for the #89 unit. We will also be replacing the traffic safety vehicle with an unmarked mid-size police package sedan.	67,000
2. One Mid Size Police Sedan	The 1999 staff vehicle used by the Police department, primarily the Deputy Chief, will be replaced with a mid-size police sedan.	24,000
3. One Full Size Pick-Up Truck	The new truck will be a two wheel drive ¾ ton pick-up truck and will replace the existing 2003 #1 pick-up which is used on a daily basis by the sanitation department. The vehicle will be used to move men and equipment to and from jobsites and for special trash pickups. The existing vehicle will have over 110,000 miles at replacement.	25,500

4.	One Trash Truck	This unit will replace the existing 2000 #52 front line trash truck. The unit will be a rear load truck equipped with tippers that will be used for yard waste, trash collection in townhouse developments and as a back-up for the automated trash collection. Due to the essential services this vehicle provides including refuse collection, recycling collection and snow removal, replacement is critical to avoid excessive downtime associated with an older vehicle of this type.	195,000
5.	One 3 1/2 Yard Dump Truck	This unit will be replacing the existing 1999 #4 dump truck. The truck is used for hauling cement, pipe, concrete forms and other materials on inlet and storm drain projects. As the Township staff has expanded its scope of work over the past two years in the area of storm water projects, the need to replace this unit, on its normal replacement schedule, with something slightly larger has become apparent. The unit is also a critical part of the Township's snow and ice removal program. It is used, because of its size, at townhouse developments and areas in the Township where the streets are a lot tighter. The existing truck will be 10 years old when replaced and will be sold at auction	68,000
6.	Skid Steer Loader With 40" Milling Head	This machine will replace the existing skid steer loader for milling roads, cleaning up after the milling process, loading material and general road work. The milling process is the primary duty application for this machine. Therefore, replacement before the 2009 road construction season is essential. The machine is heavily used from the time the weather breaks in the spring until the last crew is moved to the leaf collection program in late fall.	75,000
7.	Farm Tractor	This unit will replace the #47 tractor which is used by the Parks Department to maintain the athletic fields and park areas. It is also used for loading materials and for plowing park areas in the winter. The existing unit is a 1994 model and has served the Township well over its normal lifespan.	38,000
8.	Leaf Collector	This machine will replace the current 1999 machine. The leaf machines are subject to some of the most severe service of any Township owned equipment. Downtime on a leaf machine during leaf collection season causes the collection schedule to fall behind and requires increased overtime costs. The old unit will be sold at auction.	32,000
9.	Two Additional Staff Vehicles	These are mid-size pick-up trucks that would replace the two leased vehicles currently used by the Code Enforcement Department and the Grading Inspector in the Public Works Department. The vehicles will be similar to the Township's other small pick-up trucks and will be suitable for carrying the necessary tools and equipment. They operate well off road on construction sites.	37,000
10.	Replacement Snow and Ice	Funds are budgeted for the replacement of one new salt spreader and one new snow plow.	24,000

Removal  
Equipment

**TOTAL**

**\$585,500**

### **FIRE PROTECTION FUND SUMMARY**

The Fire Protection Fund finances services provided by the Fort Washington Volunteer Fire Company and the Township employed Fire Services Administrator. Revenues, generated through the real estate property tax, are used to fund the annual operating expenditures for the Fire Company and the Fire Services Administrator. Revenues generated in excess of the annual operating needs are transferred to the Fire Capital Fund to finance future equipment replacement and building improvement costs.

The proposed real estate tax rate for 2009 is **.437 mils**. This is an increase of .068 mils over the 2008 rate and will generate an additional \$151,039. At the .437 rate, the Fire Protection Real Estate tax is estimated to generate **\$970,653** in revenues. Interest earnings for the fund are estimated at **\$5,000** bringing the total available revenue to **\$975,653**.

The proposed 2009 budget for the Fire Protection Fund totals **\$390,657**. Of that amount, \$295,455 is budgeted to fund the Fort Washington Fire Company and \$95,202 is budgeted to fund the Township position of Fire Services Administrator. The 2009 Fire Protection Fund budget is \$9,172 lower than the 2008 budget.

Of the total excess revenues over expenditures, an amount of **\$295,000** will be transferred to the Fire House Reserve Fund. This is an increase of \$100,000 compared to 2008. The balance, **\$289,996** will be transferred to the Fire Capital Fund for current and future capital expenditures and vehicle purchases.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>

<b>OPENING FUND BALANCE</b>	-	-	-	-
<b>REVENUES</b>	635,201	822,796	817,000	975,653
<b>EXPENDITURES</b>	364,100	399,829	398,772	390,657
<b>FUND TRANSFERS</b>	(271,101)	(422,967)	(418,228)	(584,996)
<b>CLOSING FUND BALANCE</b>	-	-	-	-

Details on the budget requests for the Fire Services Administrator and the Fort Washington Fire Company can be found on the following pages.

## **FIRE PROTECTION FUND**

### **FIRE SERVICES ADMINISTRATOR**

The Fire Services Administrator acts as a liaison between the Township, Fort Washington Fire Company, Civic Groups and Local, State and Federal agencies. The position performs fire protection and public safety planning and is involved with Township wide fire protection issues. Recommended funding is **\$95,202**.

<b>EXPENDITURE CATEGORY</b>	<b>2007 ACTUAL EXPENSES</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED EXPENSES</b>	<b>2009 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	64,479	66,900	63,000	65,500
<b>FRINGE BENEFITS</b>	13,144	13,882	15,768	25,252
<b>MATERIALS/SUPPLIES</b>	3,727	3,500	3,700	3,700
<b>CONTRACTED SERVICES</b>	2,028	3,500	3,733	750
<b>TOTAL</b>	83,378	87,782	86,201	95,202

Salaries/Wages: Funds are provided to cover the Fire Services Administrator salary.

Fringe Benefits: The cost of benefits and employer paid taxes is **\$25,252**.

Materials/Supplies: The \$3,700 budget is for:

- General office and computer supplies - **\$1,200**
- Uniforms and fire fighting equipment - **\$1,000**
- Purchase of minor equipment - **\$1,500**

Contractual Services: The \$750 budget is for:

- Subscriptions and dues - **\$500**
- Mileage reimbursement for personal vehicle used for Township business - **\$250**

## FIRE PROTECTION FUND

### FORT WASHINGTON FIRE COMPANY

The Fort Washington Volunteer Fire Company provides fire protection services for Upper Dublin Township. Recommended Township funding to support the operations of the Fort Washington Fire Company is **\$295,455**.

EXPENDITURE CATEGORY	2007 ACTUAL EXPENSES	2008 ADOPTED BUDGET	2008 PROJECTED EXPENSES	2009 ADOPTED BUDGET
	-	-	-	-
<b>SALARIES/WAGES</b>	-	-	-	-
<b>FRINGE BENEFITS</b>	17,895	19,250	17,497	18,500
<b>MATERIALS/SUPPLIES</b>	4,131	-	5,000	-
<b>CONTRACTED SERVICES</b>	258,696	292,797	290,074	276,955
<b>TOTAL</b>	280,722	312,047	312,571	295,455

Fringe Benefits: The cost of providing workers compensation insurance to the volunteer fire company is **\$18,500**.

Contractual Services: The \$276,955 budget is for:

- Township operating contribution to Fort Washington Fire Company - **\$260,955**
- Fire Company portion of liability and property insurance - **\$16,000**

The Fort Washington Fire Company proposed direct operating expenses for 2009 total \$282,955. These expenses are funded through a contribution from the Township (\$260,955) and fees received from the Pennsylvania Turnpike Commission (\$22,000)

### FIRE CAPITAL FUND SUMMARY

The Fire Capital Fund accounts for funding to finance future fire vehicle and equipment expenses and future improvements to the fire stations and training grounds.

Funding for the Fire Capital Fund is generated through a transfer of the excess of revenues over expenditures in the Fire Protection Fund, interest earnings on fund reserves and sales of used vehicles. In 2009, **\$584,996** is budgeted as a transfer from the Fire Protection Fund. Of that amount **\$295,000** is transferred to the New Fire House Reserve. Interest earnings are budgeted at **\$20,000**.

Details on the proposed **\$237,800** in expenditure items are provided on the following page.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	663,379	791,470	850,556	640,141
<b>REVENUES</b>	39,925	22,000	22,000	20,000
<b>EXPENDITURES</b>	123,849	717,200	650,643	237,800
<b>FUND TRANSFERS</b>	271,101	422,967	418,228	584,996
<b>CLOSING FUND BALANCE</b>	850,556	519,237	640,141	1,007,337

The 2009 closing fund balance of **\$1,007,337** is comprised of a reserve for the future construction of a new fire station in the amount of **\$390,000** and a reserve of **\$617,337** for future projects and equipment purchases.

## **FIRE CAPITAL FUND EXPENDITURES**

**2009**

### **CAPITAL EQUIPMENT EXPENDITURES**

1.	Purchase of replacement thermal imager	11,000
2.	Local match (10%) toward grant funding to purchase trenching & shoring trailer	4,800
	<b>Total Capital Equipment</b>	<b>\$15,800</b>

### **FIRE TRAINING CENTER IMPROVEMENTS**

1.	Paving of blacktop	\$15,000
2.	Upgrades to pavilion	6,000
3.	Electrical repairs to fire training center	6,000
	<b>Total Training Center Improvements</b>	<b>\$27,000</b>

### **BURN BRAE FIRE STATION IMPROVEMENTS**

1.	Purchase and installation of replacement generator	\$31,000
2.	Painting of interior block walls in the engine bay, engineering room and hallway area	13,000
3.	Power washing, sealing and painting of exterior stucco	7,000
4.	Provide replacement filters and inspection of the existing air systems	5,000
	<b>Total Fire Station Improvements</b>	<b>\$56,000</b>

### **PROJECTS MANAGED BY TOWNSHIP ADMINISTRATION**

1.	Development of a strategic plan for fire services in the Township	\$20,000
2.	Use of consultant to develop Pre-Incident Plan Surveys. This is the first	15,000

	of a three year plan to complete the Pre-Planning program	
3.	Evaluation of Fire Company apparatus and equipment	4,000
4.	Funding for architectural and engineering fees associated with the construction of a new fire station	100,000
	<b>Total Projects Managed by Administration</b>	<b>\$139,000</b>

**TOTAL CAPITAL EXPENDITURES**

**\$237,800**

### **DEBT SERVICE FUND SUMMARY**

The Debt Service Fund supports the expenditures for the long-term debt assumed by the Township. Revenues are generated for this purpose through the Debt Service real estate tax. The millage rate to support debt service payments is set at **.735 mils** for 2009. This is an increase of .239 mills over the 2008 rate. At this rate, the real estate tax will generate **\$1,632,564** in revenue. An additional **\$14,000** is budgeted as interest income for a total of **\$1,646,564** in revenues.

The 2009 budgeted debt service expenditures total **\$1,601,147** on the five outstanding General Obligation Bond. An additional **\$30,000** is budgeted for paying agent fees on the outstanding bonds. Details on the 2009 debt service payments are set forth on the following page.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	529,272	381,272	391,947	39,947
<b>REVENUES</b>	1,139,505	1,114,260	1,113,000	1,646,564
<b>EXPENDITURES</b>	1,276,830	1,309,310	1,465,000	1,631,147
<b>FUND TRANSFERS</b>	-	-	-	-
<b>CLOSING FUND BALANCE</b>	391,947	186,222	39,947	55,364

The closing fund balance is held in reserve for future scheduled debt service payments.

## DEBT SERVICE EXPENDITURES

2009

ISSUE	BALANCE OF PRINCIPAL AT 12/31/08	PRINCIPAL PAYMENTS	INTEREST PAYMENTS	TOTAL PAYMENTS
<b>1998 - \$5,500,000 20 Years</b>	3,370,000	272,000	154,885	426,885
Use of funds: Construction of Township Building				
<b>2002 - \$8,140,000 10 Years</b>	1,055,000	265,000	45,830	310,830
Use of funds: Refinancing of older debt, storm water management capital program, construction of Township Building				
<b>2004 - \$1,200,000 5 Years</b>	259,000	259,000	14,000	273,000
Use of funds: Completion of Township Building construction				
<b>2005 - \$5,390,000 15 Years</b>	5,360,000	45,000	195,513	240,513
Refinance of existing debt				
<b>2008 - \$9,000,000 20 Years</b>				
Use of funds: Purchase of open space and storm water management projects	9,000,000	-	349,919	349,919
<b>PAYING AGENT FEES</b>				30,000
<b>TOTAL EXPENDITURES</b>		841,000	760,147	1,631,147

NOTE: The total outstanding General Obligation Debt for the Township as of December 31, 2008 is \$26,279,661: \$19,044,000 in principal and \$7,235,661 in interest.

**SEWER FUND SUMMARY**

In April 2002, the Upper Dublin Township Board of Commissioners sold the Upper Dublin Township sanitary sewer system to the Bucks County Water and Sewer Authority. The net proceeds from the sale have been deposited into the Community Reinvestment Fund. Details of which can be found elsewhere in this document.

The 2009 Sewer Fund operating budget reflects post-sale revenue and expense transactions. Total revenues in 2009 are expected to equal **\$5,000** on assessment payments received from property owners benefiting from completed sewer projects. Expenses are budgeted at **\$5,000** for paying agent fees for escrowed bond issues.

The undesignated fund balance of **\$38,000** is budgeted to be transferred out of this fund to the General Fund to finance operating expenses.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	103,454	75,954	80,096	38,000
<b>REVENUES</b>	34,532	5,000	15,404	5,000
<b>EXPENDITURES</b>	7,890	7,500	7,500	5,000
<b>FUND TRANSFERS</b>	(50,000)	(50,000)	(50,000)	(38,000)
<b>CLOSING FUND BALANCE</b>	80,096	23,454	38,000	-

## NON-EXPENDABLE TRUST FUND SUMMARY

The financial transactions related to the five non-expendable trusts maintained by Upper Dublin Township are budgeted, recorded and tracked in this fund. The principal balance for each of the trusts, the Cheston Trust, Dannenberg Trust, Kayser Scholarship Trust, the Nate Bauman Trust and the North Hills Community Scholarship Fund, is held in perpetuity. Interest earned from the investment of the principal amounts is reserved to fund expenditures in accordance with the respective trust agreements. Year-end balances in excess of the principal are reserved for future expenditures.

Interest generated from the investment of the trust balances is estimated to total **\$6,000** in 2009.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>				
<b>PRINCIPAL</b>	195,555	195,284	195,253	195,065
<b>INTEREST</b>	49,172	47,427	46,493	42,792
<b>REVENUES</b>	8,535	7,800	6,611	6,000
<b>EXPENDITURES</b>	11,341	3,900	10,500	5,900
<b>FUND TRANSFERS</b>	-	-	-	-
<b>CLOSING FUND BALANCE</b>				
<b>PRINCIPAL</b>	195,253	195,284	195,065	195,065
<b>INTEREST</b>	46,493	51,327	42,792	42,892

### Trust Principal Amounts

- Dannenberg Trust - **\$100,000**
- Cheston Trust - **51,055**
- Bauman Trust - **20,000**
- North Hills Trust - **16,500**
- Kayser Trust - **7,510**
- \$195,065**

**NON-EXPENDABLE TRUST FUND**

**2009 EXPENDITURES**

1.	Dannenberg Trust – Land management of the Dannenberg property	5,000
2.	Kayser Trust – Annual scholarship to an Upper Dublin High School senior.	400
3.	North Hills Trust – Annual scholarship to a High School senior resident from the North Hills community.	500
	<b>TOTAL</b>	<b>\$5,900</b>

## LIQUID FUELS FUND SUMMARY

The Liquid Fuels Fund records the allocation of funds received from the Commonwealth of Pennsylvania designated for road improvements. The projected 2009 allocation is **\$563,689**. Anticipated interest earnings of **\$5,000** bring the total available revenue from Liquid Fuels to **\$568,689**. This revenue will be transferred to the Capital Projects Fund for use on road, bridge and storm sewer projects.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	-	-	-	-
<b>REVENUES</b>	542,111	594,578	590,875	568,689
<b>EXPENDITURES</b>	-	-	-	-
<b>FUND TRANSFERS</b>	(542,111)	(594,578)	(590,875)	(568,689)
<b>CLOSING FUND BALANCE</b>	-	-	-	-

## COMMUNITY REINVESTMENT FUND SUMMARY

In April 2002, the Upper Dublin Township Board of Commissioners sold the Township owned sanitary sewer system to the Bucks County Water and Sewer Authority. The net proceeds from the sale, totaling \$15 million were deposited into a Community Reinvestment Reserve Fund. Interest income generated from the investment of the net proceeds are recorded in this fund and then transferred to the Township's capital funds to finance current and future infrastructure projects and capital equipment in the Township.

To partially replenish depleted principal in the fund and as an additional income source to fund capital projects, a real estate tax millage rate of .187 has been levied since 2006. This rate will generate an amount of **\$415,360** in real estate taxes in 2009. In addition, **\$440,000** is budgeted as expected interest earnings from the fund principal.

Funds are budgeted to be transferred out of the fund as follows:

- **\$885,948** of income to the Capital Projects Fund to fund general capital improvement projects.
- **\$102,755** of income to the Open Space Fund to finance improvements to parkland
- **\$61,124** of income to the Internal Services Fund to finance the purchase of capital equipment

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>				
<b>PRINCIPAL</b>	13,200,000	13,200,000	13,050,000	13,200,000
<b>INCOME</b>	159,499	451,840	389,183	841,103
<b>REAL ESTATE TAX REVENUE</b>	415,112	414,439	412,000	415,360
<b>INTEREST INCOME</b>	545,450	495,000	460,000	440,000
<b>EXPENDITURES</b>	-	-	-	-
<b>FUND TRANSFERS</b>	(730,877)	(1,139,831)	(420,080)	(1,049,827)
<b>CLOSING FUND BALANCE</b>				
<b>PRINCIPAL</b>	13,200,000	13,200,000	13,200,000	13,200,000
<b>INCOME</b>	389,183	221,448	841,103	646,636

## CAPITAL PROJECTS FUND SUMMARY

The Capital Projects Fund finances road improvement projects, building repairs and additions, bridge repairs and equipment purchases. The total estimated cost of all projects recommended for consideration is **\$1,562,189**.

Capital financing sources available to the Township include the annual liquid fuels grant from the Commonwealth of Pennsylvania, contributions from the General Fund reserve, contributions from the Township's Community Reinvestment Fund (CRF), community and developer contributions, interest income earned on fund reserves and capital borrowing in the form of the general obligation bond, bank loan or pool loan. 2009 funding sources for recommendation are:

- Annual liquid fuels grant - **\$568,689**
- Interest income - **\$5,000**
- Curb and sidewalk concrete assessments - **\$100,000**
- Transfer of income from the Community Reinvestment Fund – **\$885,948**

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	702,245	207,443	876,177	2,552
<b>REVENUES</b>	815,337	185,000	825,500	105,000
<b>BOND PROCEEDS</b>			7,500,000	
<b>EXPENDITURES</b>	1,733,516	2,037,698	10,190,000	1,562,189
<b>FUND TRANSFERS</b>	1,092,111	1,645,254	990,875	1,454,637
<b>CLOSING FUND BALANCE</b>	876,177	-	2,552	-

## CAPITAL PROJECTS FUND

### 2009 EXPENDITURES

#### **ROAD MILLING AND OVERLAY**

**\$463,017**

Road milling and overlay of 2.99 miles of road.

<b><u>Street</u></b>	<b><u>From</u></b>	<b><u>To</u></b>	<b><u>Total Cost</u></b>
Burn Brae Drive	Fitzwatertown Rd	Dundee Drive	37,417
Camphill Road	Susquehanna Rd	Cinnamon Drive	47,628
Carpenter Lane	Norristown Road	Cul-de-sac	34,310
Cedar Road	Loch Alsh Avenue	Curve at Driveway	23,532
Dawn Drive	Holmes Road	N. Springhill Drive	19,117
Dundee Drive	Woodland Road	Burn Brae Drive	22,486
Dundee Drive	Burn Brae Drive	Alpin Drive	32,291
Glenecho Lane	Kirks Lane	Cul-de-sac	33,415
Howe Lane	Limekiln Pike	Wright Drive	11,766
Lindenwold Terrace	Curve at Driveway	Bethlehem Pike	25,101
Summit Ave	Route 309	Spring Ave.	38,485
Susan Avenue	Patricia Avenue	Jill Road	25,624
Terrace Drive	Bell Lane	Fort Washington Ave	33,556
Van Sant Lane	from bend in road	Highland Ave	45,213
Woodland Road	Fitzwatertown Rd	Dundee Drive	33,076

#### **ROAD SEAL COAT**

**\$105,672**

Application of the Ralumac microsurfacing process and crack sealing on 3.32 miles of road to extend life of structurally sound streets.

<b><u>Street</u></b>	<b><u>From</u></b>	<b><u>To</u></b>	<b><u>Price</u></b>
Balfour Circle	Purdie Lane	Cul-de-sac	1,629
Barton Drive	Victor Lane	Pinetown Road	10,136
Bell Lane	Cul-de-sac	Temple Drive	7,835
Blair Lane	Dillon Road	Cul-de-sac	5,547
Brittany Drive	Welsh Road	Cul-de-sac	12,958
Conquest Way	Wynnemoor Way	Cul-de-sac	6,015
Crosby Drive	Susquehanna Road	Pinetown Road	7,454
Haddon Place	Wallace Dr	Cul-de-sac	3,204
Hope Circle	Crosby Dr	Cul-de-sac	2,616
Kenyon Drive	Thomas Drive	Stevens Drive	6,849
Pembrook Road	Dublin Road	Brittany Drive	13,571
Sherwood Lane	Twining Road	Cul-de-sac	4,178
Stuart Lane	Ambler Road	Bethlehem Pike	5,759
Thomas Drive	Victor Lane	Kenyon Drive	7,178
Trinity Place	Highland Ave	Church St	1,650
Trinity Place	Highland Ave	Renfrew Ave	430
Waterford Way	Brittany Drive	Brittany Drive	8,663

#### **CURB AND SIDEWALK REPLACEMENT**

**\$140,000**

Areas associated with Township improvement projects require concrete curb and sidewalk replacement. All work will be assessed to property owners where applicable. Non assessable work includes ADA requirements designating handicap access ramps at

intersections on all curbed streets.

**FORT WASHINGTON STREETScape** **\$26,500**

The corner of Pennsylvania Avenue, Fort Washington Avenue, and Bethlehem Pike has sidewalks which terminate at a private parking lot. Funding is requested for permanent right-of-way acquisition to complete the sidewalk connection.

**PREPARATION OF A TOWNSHIP COMPREHENSIVE PLAN** **\$150,000**

Funds are requested for the preparation of a detailed comprehensive plan of the Township. \$75,000 budgeted in 2008 is rolled over and added to a second year of funding.

**TOWNSHIP TELEPHONE SYSTEM** **\$60,000**

Funds are requested to replace the Township's PBX and voice mail system with IP unified communication system.

**PURCHASE OF SALT BRINE GENERATOR AND STORAGE TANK** **\$35,000**

The use of salt brine reduces the amount of salt used before and during a snow event and improves the effectiveness of the snow and ice removal process. Because brine can be applied a few days before an event, roadways may not freeze at all during minor storms. Purchase of a generator and storage tank is needed to begin and salt brine program.

**TWINING VALLEY GOLF CLUB IMPROVEMENTS** **\$100,000**

Funds are requested for improvements and repairs to the Twining Valley Golf Course and Clubhouse as necessary.

**UNINTERRUPTIBLE POWER SOURCE FOR TRAFFIC SIGNAL** **\$16,000**

Funds are requested to purchase two uninterruptible power source units and batteries in an existing pad mounted signal controller cabinet at the Pennsylvania Ave/Summit Ave traffic signal and the Welsh Road/Dreshertown Road traffic signal. The units will provide backup power during outages and serve as filters to smooth out electrical service before reaching the critical controller components. LEDs will also be purchased to complete installation at these signals.

**FORT WASHINGTON OFFICE PARK ROAD RESTORATION** **\$150,000**

Funds are budgeted to continue the Township's road repair program within the Fort Washington Office Park.

**EVALUATION TWINING ROAD CARTWAY** **\$8,500**

The portion of Twining Road between Limekiln Pike and Valley Road contains a substandard cartway width and a sharply crested vertical curve. Funding is requested for contract services to complete a survey of existing conditions to evaluate possible solutions. This information would be utilized to negotiate with adjoining property owners and complete conceptual design plans.

**COMPUTERS AND TECHNOLOGY** **\$32,000**

- Project continuation of imaging of large document - **\$12,000**
- Purchase of replacement file servers, computers, printers and other hardware on the Township network. - **\$20,000**

**DETENTION BASIN PROJECTS**

**\$50,000**

- **Aidenn Lair Detention Basins** – These basins were recently evaluated by contract staff at the expense of the Pennsylvania Environmental Council (PEC). The evaluation yielded complete design plans and specifications acceptable to convert these basins to minimal maintenance modified infiltration facilities. Installation of diversion berms, check dams, and native plants would convert this facility to one able to positively affect water quality during all storm levels. A commitment from PEC for funding in the \$20,000 range has been obtained. An additional grant for plantings will be submitted through MCCD’s Tree Vitalize program. The amount requested would supplement in kind hours required by the grants and would provide the necessary funding for this large project area. - **\$19,000**
- **Rapp Run Road Detention Basin** – The three-acre area comprising the basin bottom is flat and contains hydric soils. In the 30-year life of this facility, deteriorating vegetation and offsite silt have accumulated. Funding is requested to regrade the bottom, relocate the material onsite, and stabilize the excavation. - **\$15,000**
- **Wentz Pond Outlet Structure** – The pond was dredged after the completion of the Dublin Estates subdivision with offsite funds from the developer. The spillway is in need of repair and has been earmarked by DEP staff for evaluation. Funding requested is for pumping down the pond, temporary fish relocation, and permanent repair of the spillway. - **\$16,000**

**REALLOCATION OF PROJECTS BUDGETED IN 2008**

**CAMPBILL ROAD RESTORATION PROJECT**

**\$175,000**

Funds are requested to complete the design work on this multi-year project of restoration and reconstruction of Campbill Road from Susquehanna Road to Virginia Drive. Total multi-year cost of project is estimated in the \$2.4-\$2.7 million range. This year’s allocation for design completion will be fully offset by a developer contribution received in 2006.

**REIMBURSEMENT FOR DESIGN OF TRAFFIC SIGNAL UPGRADES**

**\$13,500**

The Township is responsible for reimbursement to Montgomery County for 50% of the cost of design work for the improvements of three traffic signals at Fitzwatertown Road/Jenkintown Road, North Hills Avenue/Jenkintown Road and Morris Road/Butler Pike.

**ROAD WIDENING – FITZWATERTOWN ROAD**

**\$37,000**

Funds are requested for the widening of the west side of Fitzwatertown Road between Jenkintown Road and Limekiln Pike to provide adequate roadway width to allow for a left turn lane and combination through/right turn lane on both Fitzwatertown Road approaches to Jenkintown Road.

**GRAND TOTAL**

**\$1,562,189**

## STORM WATER MANAGEMENT RESERVE FUND SUMMARY

The Storm Water Management Fund was created to fund storm water management projects throughout the Township.

The storm water management projects are primarily funded through debt financing. In 2002, the Township issued general obligation debt in the amount of \$2 million and in 2008, the Township issued general obligation debt in the amount of \$1.5 million. In addition, **\$22,000** is budgeted as expected interest earnings from the bond issue proceeds.

The following page provides a description of projects scheduled for 2009.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	334,132	329,133	414,461	1,776,461
<b>REVENUES</b>	92,723	1,508,000	1,522,000	22,000
<b>EXPENDITURES</b>	12,394	1,780,066	160,000	1,702,607
<b>FUND TRANSFERS</b>	-	-	-	-
<b>CLOSING FUND BALANCE</b>	414,461	57,067	1,776,461	95,854

## **STORM WATER MANAGEMENT RESERVE FUND**

### **2009 EXPENDITURES**

#### **LENAPE DRIVE STORM SEWER PROJECT** **\$80,000**

This project will extend the existing storm sewer system in Lenape Drive as well as the replacement of undersized pipe. Project will be completed by Township personnel.

#### **PINETOWN ROAD PIPE REPLACEMENT** **\$21,000**

Major sections of this pipe at the intersection of Highland Avenue/Pinetown Road are deteriorated and require replacement. Complete removal and replacement by Township staff is the most cost-effective method for accomplishing this work.

#### **BURN BRAE DRIVE DRAINAGE** **\$207,600**

The project involves removal of the old and undersized existing storm sewer system located within portions of Burn Brae Drive. The new construction involves replacing the currently undersized and failing larger sections of pipe at the low point of the water shed area, as well as diverting a portion of the up stream flow from Paul Lane into the Burn Brae Park whereby reducing the future downstream pipe sizes within the roadway. The pipes have been sized to convey the 100 year storm event. The project will include paving restoration of the trenches.

#### **DILLON ROAD STORM SEWER** **\$100,000**

This project will add storm sewer, inlets, underdrain, stone shoulders and re-grading along the road to provide proper drainage. Additional milling and paving of damaged areas will be completed as well as installation of a crown in the road by means of a scratch leveling course to direct runoff to the inlets and shoulders. Requested budget is approximately 50% of Township engineers' estimate because this project is scheduled to be completed by Township personnel.

#### **LOCH ALSH AVENUE DRAINAGE** **\$37,520**

This project is to construct a storm sewer system from Loch Alsh Avenue to the Upper Dublin High School detention basin along Route 309. The project will require funding and assistance from the School District and from PADOT. Funds are requested for the Township's allocation for this project.

**LUDWELL DRIVE DRAINAGE**

**\$22,800**

The project involves construction of storm sewer from Welsh Road along Ft. Washington Avenue to Ludwell Drive to get the stormwater off the roadway and into the storm system. The project will include paving restoration of trenches. Funds are requested for 2009 to complete the surveying and preliminary engineering and to start the permitting process due to the long lead time required with PADOT. Alternate solutions to this storm water problem will also be explored.

**ARDSLEY DRAINAGE**

**\$573,687**

Funds are budgeted to cover the cost of the Township’s local share for this Pennsylvania Department of Environmental Protection Ardsley drainage flood control project.

**FARM LANE CULVERT PROJECT**

**\$635,000**

Funds are budgeted for the replacement of the existing under-sized 36 inch diameter pipe/stone box culvert under Farm Lane at Villa Drive with a new 4 foot by 8 foot concrete segmental box culvert. Funding for engineering and designed work was budgeted 2006-2008 and is near completion. This represents the last segment of construction to address the overflow from Loch Alsh and St. Mary’s reservoirs.

**WATERSHED/STORM SEWER MANAGEMENT STUDY**

**\$25,000**

The Township Storm Water Management Study is creating an inventory and mapping the existing drainage systems within five watershed areas. Once the inventory is complete, the information will be placed on a GIS plan and a hydraulic analysis of each segment of the storm water system will be done to determine capacity. The Honey Run, Tannerie Run, Rose Valley and Little Neshaminy watersheds have been completed. The Rapp Run watershed will be inventoried in 2009 leaving the Pine Run and Sandy Run for future years...

**TOTAL STORM WATER MANAGEMENT PROJECTS**

**\$1,702,607**

## ECONOMIC DEVELOPMENT FUND SUMMARY

The Economic Development Fund is created in 2009 to fund improvements to the Fort Washington Office Park identified in the Fort Washington Office Park Flooding and Transportation Improvement Study completed in 2008.

Initial funding is generated through a transfer from a reserved fund balance in the Township's General Fund in the amount of **\$231,300**.

Funds are budgeted in 2009 in the amount of **\$110,000** for engineering and consultant work to begin planning and designing construction projects and to seek revenue sources to finance the projects.

	<b>2007 ACTUAL TOTALS</b>	<b>2008 ADOPTED BUDGET</b>	<b>2008 PROJECTED TOTALS</b>	<b>2009 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>				-
<b>REVENUES</b>				-
<b>EXPENDITURES</b>				110,000
<b>FUND TRANSFERS</b>				231,300
<b>CLOSING FUND BALANCE</b>				121,300

## FUND TRANSFERS

		2008 PROJECTED	2009 ADOPTED
<b>GENERAL FUND</b>	From Sewer Fund	50,000	38,000
	To Library Fund	(788,231)	(814,179)
	To Pension Funds	(459,303)	(462,228)
	To Capital Projects Fund	(400,000)	
	To Economic Dev Fund		(231,300)
<b>LIBRARY FUND</b>	From General Fund	788,231	814,179
<b>PARKS &amp; REC FUND</b>	To Pension Fund	(41,846)	(45,351)
<b>FIRE PROTECTION FUND</b>	To Fire Capital Fund	(418,228)	(584,996)
<b>FIRE CAPITAL FUND</b>	From Fire Prot Fund	418,228	584,996
<b>SEWER FUND</b>	To General Fund	(50,000)	(38,000)
<b>INTERNAL SERVICES FUND</b>	To Pension Fund	(19,238)	(19,436)
	From CRF	170,051	61,124
<b>CAPITAL PROJECTS FUND</b>	From Liquid Fuels Fund	590,875	568,689
	From CRF		885,948
	From General Fund	400,000	
<b>COMMUNITY REINV. FUND</b>	To Capital Projects Fund		(885,948)
	To Internal Services Fund	(170,051)	(61,124)
	To Open Space Fund	(250,029)	(102,755)
<b>OPEN SPACE FUND</b>	From CRF	250,029	102,755
<b>LIQUID FUELS FUND</b>	To Capital Projects Fund	(590,875)	(568,689)
<b>ECONOMIC DEVELOPMENT FUND</b>	From General Fund		231,300
<b>PENSION FUND</b>	From General Fund	459,303	462,228
	From P & R Fund	41,846	45,351
	From Internal Services Fund	19,238	19,436

**Staffing Level – Full Time Employees 2009**

	ADMINI- STRATIO N	FINANC E	CODE ENFORCE- MENT	LIBRAR Y	ENGIN- EERING	HIGH- WAY
TOWNSHIP MANAGER	1					
CHIEF						
DEPARTMENT DIRECTOR		1	1	1	0.5	
COORDINATOR/ADMINISTRATOR	2		1		1	
ADMINISTRATIVE ASSISTANT	1				1	
FIRE MARSHAL	1					
INSPECTOR			3		1	
ENGINEERING ASSISTANT					1	
DRAFTSMAN					1	
BOOKKEEPER		5				
PROFESSIONAL LIBRARIAN				4		
STAFF LIBRARIAN				2		
SECRETARY		1	1			
SERGEANT						
DETECTIVE						
CORPORAL						
JUVENILE OFFICER						
PATROL OFFICER						
DISPATCHER/RECORDS CLERK						
SUPERINTENDENT						1
ASSISTANT SUPERINTENDENT						1
FOREMAN						2
GROUP LEADER						1
EQUIPMENT OPERATOR						10
MAINTENANCE LABORER						
MECHANIC						
CARETAKER *						
<b>TOTAL</b>	<b>5</b>	<b>7</b>	<b>6</b>	<b>7</b>	<b>5.5</b>	<b>15</b>

\* Shared position with other jurisdiction

Shaded cells reflect new positions in 2009 budget

	SANITA -TION	FLEET & FACILITIE S	P&R	POLICE	TOTAL
TOWNSHIP MANAGER					1
CHIEF				3	3
DEPARTMENT DIRECTOR		0.5	1		5
COORDINATOR/ADMINISTRATOR			3		7
ADMINISTRATIVE ASSISTANT			1	1	4
FIRE MARSHAL					1
INSPECTOR					4
ENGINEERING ASSISTANT					1
DRAFTSMAN					1
BOOKKEEPER					5
PROFESSIONAL LIBRARIAN					4
STAFF LIBRARIAN					2
SECRETARY					2
SERGEANT				4	4
DETECTIVE				4	4
CORPORAL				7	7
JUVENILE OFFICER				1	1
PATROL OFFICER				22	22
DISPATCHER/RECORDS CLERK				7	7
SUPERINTENDENT	1		1		3
ASSISTANT SUPERINTENDENT					1
FOREMAN	1	1	1		5
GROUP LEADER	1		1		3
EQUIPMENT OPERATOR	10		2		22
MAINTENANCE LABORER	3		3		6
MECHANIC		4			4
CARETAKER *			1		1
<b>TOTAL</b>	<b>16</b>	<b>5.5</b>	<b>14</b>	<b>49</b>	<b>130</b>

\* Shared position with other jurisdiction

Shaded cells reflect new positions in 2009 budget