

TOWNSHIP OF UPPER DUBLIN  
MONTGOMERY COUNTY, PENNSYLVANIA  
2014 BUDGET

BOARD OF COMMISSIONERS

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ASSISTANT TOWNSHIP MANAGER

JONATHAN K. BLEEMER

**UPPER DUBLIN TOWNSHIP  
2014 BUDGET  
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**ALL FUNDS REVENUE SUMMARY  
2014**

	GENERAL FUND	PARKS & REC	OPEN SPACE	LIBRARY	INTERNAL SERVICES	DEBT SERVICE	FIRE PROT	FIRE CAPITAL	CAPITAL PROJECTS	COMM REINV	LIQUID FUELS	NON-EXPEN TRUSTS	STORM WATER MGT	TOTAL
<b>REVENUE CATEGORY</b>														
REAL ESTATE TAXES	5,924,167	1,564,854		1,002,829		2,243,692	1,258,495							11,994,037
LOCAL ENABLING TAXES	8,200,000													8,200,000
LICENSES AND PERMITS	1,118,500													1,118,500
FINES AND FORFEITS	92,000													92,000
INTEREST AND RENT	291,000	1,250	500	500		2,500	1,000	1,000	500	175,000	1,000	1,400	5,000	480,650
GRANTS AND GIFTS	984,041	55,464		82,526	23,772						531,335			1,677,138
DEPARTMENT EARNINGS	437,500	435,880	37,500	43,200	1,946,475				150,000					3,050,555
ASSESSMENTS				500					50,000					50,500
MISCELLANEOUS	60,500	11,400		7,000	5,000									83,900
REVENUE TOTAL	17,107,708	2,068,848	38,000	1,136,555	1,975,247	2,246,192	1,259,495	1,000	200,500	175,000	532,335	1,400	5,000	26,747,280
LESS: VEHICLE RENTAL ADJUSTMENT														(1,864,975)
INTERFUND TRANSFERS	(970,011)	(84,156)		(55,000)	16,270	542,000	(768,703)	226,703	762,335	(227,337)	(532,335)			(1,090,234)
NET REVENUES	16,137,697	1,984,692	38,000	1,081,555	1,991,517	2,788,192	490,792	227,703	962,835	(52,337)	-	1,400	5,000	23,792,071

## ALL FUNDS EXPENDITURE SUMMARY

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	9,980,730	10,309,843	10,181,425	10,741,740
<b>FRINGE BENEFITS</b>	3,203,046	3,417,185	3,297,676	3,489,109
<b>MATERIALS/SUPPLIES</b>	1,816,929	1,908,131	1,920,930	1,911,162
<b>CONTRACTED SERVICES</b>	4,054,536	3,932,645	3,935,746	3,944,905
<b>EQUIPMENT PURCHASES</b>	67,714	47,059	64,900	63,900
<b>CAPITAL</b>	4,056,906	7,850,892	15,809,668	3,851,362
<b>DEBT SERVICE</b>	2,174,821	2,833,168	2,455,000	2,683,584
<b>TOTAL</b>	25,354,681	30,298,923	37,665,345	26,685,762

## EXPENDITURE SUMMARY BY FUND

	<b>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>GENERAL FUND</b>	16,080,516	16,403,533	16,332,321	16,967,344
<b>PARKS AND RECREATION FUND</b>	1,932,580	2,005,203	2,005,824	2,038,673
<b>LIBRARY FUND</b>	1,020,447	1,050,431	1,044,575	1,100,215
<b>INTERNAL SERVICES FUND</b>	1,895,297	1,977,970	1,972,123	2,047,968
<b>DEBT SERVICE FUND</b>	2,174,821	2,833,168	2,455,000	2,683,584
<b>FIRE PROTECTION FUND</b>	464,002	523,592	466,091	490,792
<b>NON-EXPENDABLE TRUST FUND</b>	11,755	1,300	800	1,300
<b>CAPITAL PROJECTS FUND</b>	1,214,696	1,124,892	1,346,668	1,464,801
<b>OPEN SPACE PROJECTS FUND</b>	50,850	51,500	70,000	94,466
<b>FIRE CAPITAL FUND</b>	833,176	97,500	248,000	583,000
<b>STORM WATER MGT FUND</b>	541,684	2,500,000	1,290,000	927,900
<b>ECONOMIC DEVELOPMENT FUND</b>	842,837	3,500,000	12,280,000	150,695
<b>SUBTOTAL</b>	27,062,662	32,069,088	39,511,403	28,550,737
<b>LESS INTERNAL CHARGES</b>	1,707,980	1,770,165	1,846,058	1,864,975
<b>TOTAL</b>	25,354,682	30,298,923	37,665,345	26,685,762

## GENERAL FUND SUMMARY

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

The proposed budget recommends revenues totaling **\$17,107,708** to fund all General Fund operating costs and proposed transfers for pension obligations. This is an increase of \$612,484 above the 2013 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 **2.662 mils** for 2014, an increase of 0.024 mils, 0.4%, over the 2013 rate. The rate increase will generate an additional \$53,976 for a total of expected property tax revenue of **\$5,837,167**, 34% of all General Fund revenue. The value of one mil is estimated to increase from \$2,243,000 in 2013 to \$2,249,000 in 2014 due to an uptick in the Township's total assessed value of property.

The EIT is projected to generate **\$6,750,000** in revenue from the 1% tax, an amount equal to 39% 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 if 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 (**\$625,000**), Local Services Tax (**\$825,000**), delinquent and interim property taxes (**\$87,000**), department earnings (**\$437,500**), licenses and permits (**\$1,118,500**), intergovernmental grants (**\$984,041**), interest earnings and rents (**\$291,000**), fines and forfeits (**\$92,000**) and other revenues (**\$60,500**).

General Fund expenditures are proposed at **\$16,967,344** with details provided on the ensuing pages. This is a **\$563,811** or **3.4%** increase above the 2013 budget. Previous years increases are shown below:

- 2007 - 6.8%
- 2008 - 0.9%
- 2009 - 2.9%
- 2010 - 1.2%
- 2011 - 4.2%
- 2012 - (-1.5%)
- 2013 - 1.6%

One budgeted transfer out of the General Fund is proposed for 2014:

- **\$970,011** is budgeted as a transfer out of the General Fund to fund the Township's actuarially determined minimum municipal obligation (MMO) to each of its two pension funds. The MMO is offset through a contribution from the Commonwealth's General Municipal Pension System state aid. That amount is expected to total \$555,463 in 2014. The difference of

\$414,548 must be derived from General Fund revenues. This year's General Fund contribution is a decrease of \$28,951 below the 2013 General Fund contribution of \$443,499.

At the proposed revenue, expenditure and transfer levels, the 2014 fiscal year will end with a **\$1,246,970** fund balance, an amount equal to **6.9%** of total expenditures and transfers out.

	<b>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	2,186,992	1,946,126	2,218,736	2,082,617
<b>REVENUES</b>	16,726,241	16,495,224	17,408,811	17,107,708
<b>EXPENDITURES</b>	(16,080,516)	(16,403,533)	(16,332,321)	(16,967,344)
<b>FUND TRANSFERS IN</b>	200,000	-	-	-
<b>FUND TRANSFERS OUT</b>	(813,982)	(966,827)	(1,212,608)	(970,011)
<b>CLOSING FUND BALANCE</b>	2,218,736	1,070,990	2,082,617	1,252,970

## GENERAL FUND

### REVENUES 2014

	<b>2012 ACTUAL <u>REVENUES</u></b>	<b>2013 ADOPTED <u>REVENUES</u></b>	<b>2013 PROJECTED <u>REVENUES</u></b>	<b>2014 ADOPTED <u>REVENUES</u></b>
<b><u>REAL ESTATE TAXES</u></b>				
Real Estate Taxes – Current	5,572,851	5,769,108	5,730,000	5,837,167
Real Estate Taxes – Delinquent	84,600	65,000	60,000	60,000
Real Estate Taxes – Interim	15,843	20,000	28,500	15,000
Real Estate Taxes - Penalties	13,353	12,000	12,000	12,000
<b>TOTAL</b>	<b>5,686,647</b>	<b>5,866,108</b>	<b>5,830,500</b>	<b>5,924,167</b>
<b><u>LOCAL ENABLING TAXES</u></b>				
Earned Income Tax	6,382,862	6,400,000	7,200,000	6,750,000
Real Estate Transfer Tax	525,246	575,000	600,000	625,000
Local Services Tax	846,717	825,000	850,000	825,000
<b>TOTAL</b>	<b>7,754,825</b>	<b>7,800,000</b>	<b>8,650,000</b>	<b>8,200,000</b>
<b><u>FINES AND FORFEITS</u></b>				
Court Fines	83,731	100,000	88,000	90,000
Vehicle Code Violations	1,345	2,000	1,200	2,000
<b>TOTAL</b>	<b>85,076</b>	<b>102,000</b>	<b>89,200</b>	<b>92,000</b>
<b><u>INTEREST AND RENT</u></b>				
Interest Earnings	18,137	12,000	8,000	15,000
Twining Valley Lease	96,896	100,000	93,359	92,000
Rent from NHCC	19,092	19,000	19,000	19,000
Other Rent	163,044	165,000	165,000	165,000
<b>TOTAL</b>	<b>297,170</b>	<b>296,000</b>	<b>285,359</b>	<b>291,000</b>
<b><u>GRANTS AND GIFTS</u></b>				
Public Utility Realty Tax	25,512	25,500	24,563	25,000
State/Federal Grants	250,744	100,000	85,000	115,000
Beverage License Tax	3,350	4,000	4,200	4,200
Casualty Insurance Premium Tax	518,536	523,328	555,463	555,463
Fire Insurance Premium Tax	256,288	256,288	284,378	284,378
<b>TOTAL</b>	<b>1,054,431</b>	<b>909,116</b>	<b>953,604</b>	<b>984,041</b>

	<b><u>2012 ACTUAL REVENUES</u></b>	<b><u>2013 ADOPTED REVENUES</u></b>	<b><u>2013 PROJECTED REVENUES</u></b>	<b><u>2014 ADOPTED REVENUES</u></b>
<b><u>DEPARTMENT EARNINGS</u></b>				
Zoning/Development Fees	5,920	3,000	5,000	5,000
Zoning Hearing Board Fees	16,650	20,000	8,000	15,000
Sale of Maps and Documents	1,635	2,000	1,200	1,500
Fire Marshal Reports	10,105	16,000	10,500	12,000
Special Police Services	143,304	140,000	140,000	140,000
Crossing Guard Services	72,692	75,000	73,000	76,000
Finance Department Services	24,864	5,000	4,000	1,000
Police Report Fees	37,734	38,000	38,000	38,000
Contracted Snow Removal	63,876	62,000	66,500	65,000
Cart Fees	4,295	2,500	3,500	2,500
Sanitation Services	31,531	33,500	28,736	30,500
Recycling Revenue	51,517	48,000	51,000	51,000
<b>TOTAL</b>	<b>464,122</b>	<b>445,000</b>	<b>429,436</b>	<b>437,500</b>
<b><u>LICENSES AND PERMITS</u></b>				
Street Opening Permits	47,112	38,000	42,000	42,000
Building Permits	330,588	300,000	270,000	345,000
Electrical Permits	43,318	50,000	75,000	75,000
Plumbing Permits	45,570	60,000	42,000	60,000
Sewage Permits	620	500	400	500
Use & Occupancy Permits	12,328	11,000	8,500	10,000
Housing Permits	8,379	26,000	29,000	6,000
Property Transfer Fees	16,875	16,000	20,000	20,000
Cable TV Franchise Fees	531,456	525,000	555,000	560,000
<b>TOTAL</b>	<b>1,036,245</b>	<b>1,026,500</b>	<b>1,041,900</b>	<b>1,118,500</b>
<b><u>MISCELLANEOUS</u></b>				
Insurance Claims	91,585	-	65,000	
Benefit Contributions	44,478	50,000	57,000	60,000
Workers Comp Reimbursements	28,503	-	6,812	
Sale of Fixed Assets	183,151	-	-	
Other Sources	8	500	-	500
<b>TOTAL</b>	<b>347,725</b>	<b>50,500</b>	<b>128,812</b>	<b>60,500</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>16,726,242</b>	<b>16,495,224</b>	<b>17,408,811</b>	<b>17,107,708</b>

## GENERAL FUND

### COST CENTER SUMMARY

COST CENTER	2012 ACTUAL TOTALS	2013 ADOPTED BUDGET	2013 PROJECTED TOTALS	2014 ADOPTED BUDGET
<b>Boards and Commissions</b>	52,622	50,625	52,329	53,480
<b>Administration</b>	1,620,599	1,494,808	1,504,120	1,491,007
<b>Finance</b>	600,163	584,687	568,385	569,236
<b>Real Estate Tax Collector</b>	20,565	21,202	20,952	24,482
<b>Township Buildings</b>	506,727	474,961	485,977	464,340
<b>Police</b>	6,474,069	6,696,799	6,677,248	7,009,038
<b>Fire Marshal</b>	111,985	112,413	114,252	117,293
<b>Code Enforcement</b>	559,893	563,231	577,015	648,902
<b>Sanitation</b>	2,235,813	2,287,870	2,243,096	2,309,686
<b>Engineering</b>	1,152,053	1,200,271	1,243,936	1,265,021
<b>Street Cleaning</b>	134,828	180,940	174,710	174,710
<b>Snow and Ice Removal</b>	88,598	262,180	203,003	260,680
<b>Traffic Signal Maintenance</b>	107,626	121,000	123,000	127,000
<b>Street Light Maintenance</b>	256,969	269,500	259,800	265,500
<b>Storm Sewers</b>	154,125	163,500	157,000	161,000
<b>Road Maintenance</b>	1,481,960	1,437,935	1,421,900	1,519,409
<b>Emergency Services</b>	273,288	273,288	301,378	301,378
<b>Fire Hydrants</b>	106,663	106,939	106,750	106,913
<b>Real Estate Taxes</b>	87,656	88,134	84,222	85,020
<b>Community Contributions</b>	13,250	13,250	13,250	13,250
<b>Miscellaneous</b>	41,062			
<b>TOTAL</b>	16,080,516	16,403,533	16,332,321	16,973,344

## GENERAL FUND

### EXPENDITURE SUMMARY

The General Fund 2014 budget has proposed expenditures totaling \$16,973,344, a 3.5% increase above the 2013 budget. Details on the proposed expenditures for each cost center are provided in the following section.

<b>EXPENDITURE CATEGORY</b>	<b>2012 ACTUAL EXPENSES</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED EXPENSES</b>	<b>2014 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	7,993,747	8,217,850	8,157,525	8,611,650
<b>FRINGE BENEFITS</b>	2,513,454	2,681,927	2,596,365	2,743,674
<b>MATERIALS/SUPPLIES</b>	590,359	674,250	651,650	668,000
<b>CONTRACTED SERVICES</b>	3,362,327	3,173,197	3,188,223	3,192,645
<b>EQUIPMENT PURCHASES</b>	60,200	40,484	58,100	56,900
<b>VEHICLE O&amp;M FEES</b>	1,560,428	1,615,825	1,680,458	1,700,475
<b>TOTAL</b>	16,080,515	16,403,533	16,332,321	16,973,344

## GENERAL FUND

### BOARDS AND COMMISSIONS

The recommended budget for the Boards and Commissions in 2014 is **\$53,480**.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	33,380	31,100	32,300	32,100
<b>FRINGE BENEFITS</b>	3,046	2,875	2,992	2,930
<b>MATERIALS/SUPPLIES</b>	5,945	6,150	6,100	6,150
<b>CONTRACTED SERVICES</b>	10,251	10,500	10,937	12,300
<b>TOTAL</b>	<b>52,622</b>	<b>50,625</b>	<b>52,329</b>	<b>53,480</b>

Salaries/Wages: The amount of \$32,100 covers:

- Compensation paid to seven commissioners - **\$23,100**
- Recording Secretary's attendance at, and the transcription of minutes for, public meetings - **\$9,000**

Fringe Benefits: The allocation of **\$2,930** covers employer paid taxes.

Materials/Supplies: Funds are provided for:

- Office supplies - **\$150**
- Employee retirement and service awards - **\$3,500**
- The Dr. William Ritter Science Award - **\$500**
- Contribution toward Upper Dublin Medal Dinner - **\$2,000**

Contractual Services: Funds are provided to cover:

- The 2014 conference and training budget of \$2,800 includes funds for:
  - Commissioner attendance at the Pennsylvania State Association of Township Commissioners conferences - **\$1,800**
  - 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 - **\$5,800**
- Volunteer boards and commissions operations - **\$500**
- Subscriptions and dues - **\$3,200**

## 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 2014 totals **\$1,491,007**.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	334,271	358,000	343,000	356,000
<b>FRINGE BENEFITS</b>	82,457	95,408	82,460	76,557
<b>MATERIALS/SUPPLIES</b>	18,104	16,000	18,000	17,000
<b>CONTRACTED SERVICES</b>	1,172,320	1,011,400	1,046,100	1,026,700
<b>VEHICLE O&amp;M FEES</b>	13,447	14,000	14,560	14,750
<b>TOTAL</b>	<b>1,620,599</b>	<b>1,494,808</b>	<b>1,504,120</b>	<b>1,491,007</b>

Salaries/Wages: The proposed budget for 2014 provides:

- Compensation for Manager, Manager's Office Administrator, Information Specialist and part time Administrative Assistant including employer contribution to deferred compensation plan for department head - **\$315,000**
- 50% funding for Human Resource Director position - **\$39,000**
- 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 **\$76,557**.

Materials/Supplies:

- Funds for general office supplies, copier paper and computer supplies. - **\$15,000**
- A budget for the replacement of minor office equipment - **\$2,000**

Contractual Services: Contractual costs are projected to total \$1,026,700 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 - **\$175,000**
  - Labor counsel - **\$12,000**
  - Civil Service counsel - **\$3,000**
  - Special counsel for litigation - **\$75,000**

- Engineering charges for:
  - General services provided by the Township Engineer, excluding subdivision and development fees. - **\$205,000**
  - Wetland Monitoring of flood retarding structures - **\$50,000**
- Planning consultant services - **\$6,500**
- Community Affairs consultant - **\$20,000**
- The telecommunication budget totals \$58,000 for:
  - Long distance - **\$3,500**
  - Local service and line cost charges - **\$26,500**
  - Service fees and annual maintenance contract - **\$8,000**
  - Cellular and Nextel phones - **\$20,000**
- Internet connection fees - **\$15,000**
- Costs related to general consulting and contract services are budgeted at \$55,000 for:
  - Stenographer costs for conditional use and special hearings - **\$4,000**
  - Township document management system fees (govQA) - **\$6,000**
  - Updates to the Township codification - **\$5,000**
  - Property appraisal fees - **\$6,000**
  - Credit card fees - **\$6,000**
  - Traffic studies - **\$7,000**
  - Cost of administration of Township's Retirement Health Savings Plan and Flexible Spending Account Plan - **\$6,000**
  - Special projects including special zoning district reports, economic analysis, inter-municipal task forces and community dispute resolutions - **\$10,000**
- Maintenance and system administration of computer network and website - **\$60,000**
- 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 \$20,000 for:
  - Photocopier lease - **\$10,000**
  - Postage meter and mail machine - **\$5,000**
  - Document imaging and filing software - **\$5,000**
- Postage expenses for routine Township business - **\$28,000**
- Printing costs for envelopes, letterhead, business cards and note paper - **\$7,500**
- Advertising expenses for meetings, hearings, bids and job openings - **\$12,500**
- Township information to all residents in the School District calendar - **\$1,700**
- Special event expenses such as employee events, sympathy acknowledgments and meeting expenses - **\$12,500**
- Township Manager approved training expenses for all Township employees other than Police officers who have a training budget within the Police cost center - **\$25,000**
- The subscriptions and memberships budget totals \$10,500 for:
  - State and local associations - **\$3,000**
  - Greater Valley Forge Transportation Management Association - **\$5,000**
  - Miscellaneous subscriptions and dues - **\$2,500**
- Mileage reimbursement for Township business - **\$500**

Vehicle O&M Fees: Expenses for the operation and amortization of the Township Manager's vehicle total **\$14,750**

## 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, payroll, budget development and control and the collection of delinquent earned income taxes (EIT) and local services taxes (LST). Recommended funding for the department is **\$569,236**.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	399,703	381,500	373,000	373,500
<b>FRINGE BENEFITS</b>	139,523	144,687	138,885	139,736
<b>MATERIALS/SUPPLIES</b>	2,730	4,300	3,800	3,800
<b>CONTRACTED SERVICES</b>	58,207	54,200	52,700	52,200
<b>TOTAL</b>	600,163	584,687	568,385	569,236

Salaries/Wages:

- Funding for four full-time employees, 50% of the Human Resources Director's salary and employer contribution to deferred compensation plan for department head. – **\$305,500**
- A budget to fund the part time Township Receptionists and Office Assistant - **\$54,000**
- Funding for a part time data entry clerk position. - **\$14,000**

Fringe Benefits: The cost of employee benefits and employer paid taxes is **\$139,736**.

Materials/Supplies: The cost of office supplies is budgeted at **\$3,800** for computer paper, printer ribbons, storage boxes, binders and general office supplies.

Contractual Services: Contractual services total \$52,200 for:

- Annual independent audit - **\$18,000**
- A budget for computer support, maintenance and development including:
  - Land records software license - **\$1,000**
  - Support of and updates to the Township's financial and payroll software - **\$15,500**
  - Equipment maintenance fees for system hardware - **\$4,400**
- A printing budget of \$6,500 is allocated for:
  - Payroll and accounts payable checks and direct deposit advice forms - **\$4,500**
  - Purchase orders, vouchers and receipts - **\$2,000**
- The filing of civil complaints for the collection of delinquent EIT - **\$2,500**
- Bank services fees - **\$3,000**
- Subscriptions and dues - **\$500**
- Mileage reimbursement for personal vehicles used for Township business - **\$800**

## GENERAL FUND

### TAX COLLECTOR/TREASURER

The proposed 2014 budget of **\$24,482** provides funding for the collection of real estate taxes and for the duties of the appointed Township Treasurer.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	10,000	10,000	10,000	13,000
<b>FRINGE BENEFITS</b>	765	765	765	995
<b>MATERIALS/SUPPLIES</b>	304	400	400	400
<b>CONTRACTED SERVICES</b>	9,496	10,037	9,787	10,087
<b>TOTAL</b>	20,565	21,202	20,952	24,482

Salaries/Wages: The \$13,000 budget funds:

- Tax Collector for services provided in billing and collecting real estate taxes for the current year. - **\$10,000**
- Appointed Treasurer - **\$3,000**

Fringe Benefits: The cost of employer paid taxes totals - **\$995.**

Materials/Supplies: **\$400** is budgeted for miscellaneous office supplies.

Contractual Services: The \$10,087 in contractual services includes:

- Postage - **\$2,500**
- Printing of real estate tax bills - **\$2,200**
- Reimbursement for office staff - **\$4,000**
- Public official bonding - **\$1,387**

## 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 2014 totals **\$464,340.**

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	15,296	15,900	16,100	16,400
<b>FRINGE BENEFITS</b>	2,556	2,766	2,682	2,745
<b>MATERIALS/SUPPLIES</b>	23,419	26,000	25,500	26,000
<b>CONTRACTED SERVICES</b>	465,456	430,295	441,695	419,195
<b>TOTAL</b>	506,727	474,961	485,977	464,340

Salaries/Wages: A budget of **\$16,400** is funded for a part-time janitor at 4 hours per day to clean and maintain the public works facility.

Fringe Benefits: The budget of **\$2,745** 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 \$26,000 and are allocated as follows:

- Janitorial supplies for all buildings - **\$16,500**
- Interior and exterior paint supplies - **\$1,200**
- Electrical supplies primarily light bulbs and ballasts - **\$3,000**
- General building materials and supplies - **\$5,300**

Contractual Services: Utility and janitorial costs are the bulk of the \$419,195 contractual services budget that includes:

- Electricity and gas for administration building - **\$162,500**
- A \$102,000 building maintenance budget for the Township Building that includes:
  - HVAC repairs - **\$30,000**
  - Locksmith services - **\$2,000**
  - Carpet repairs and replacements - **\$6,000**
  - Plumbing services - **\$10,000**
  - Electrical services - **\$10,000**

- Fire alarm repairs - **\$4,000**
  - General building repairs - **\$40,000**
- Water service to the Township Building - **\$3,200**
- Fuel storage tank insurance - **\$495**
- Janitorial services to clean and maintain the administration building, police department and library - **\$47,000**
- A contract maintenance budget of \$39,000 for the Township Building allocated for:
  - HVAC systems service for administrative building and garage - **\$20,000**
  - 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 - **\$1,500**
- Maintenance, repairs and utility costs for the North Hills Community Center total \$49,000 for:
  - Electricity and gas - **\$16,000**
  - Water - **\$2,500**
  - Telephone - **\$500**
  - Electrical, plumbing, HVAC and general repairs - **\$7,000**
  - Janitorial service contract - **\$17,000**
  - Fire alarm, elevator, sprinkler and HVAC service contracts - **\$6,000**
- Maintenance and repairs at the Twining Valley Golf Clubhouse - **\$4,000**
- Minor improvement projects at the Township Building are budgeted at **\$12,000**

## 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 2014 totals **\$7,009,038**.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	4,593,975	4,725,500	4,733,500	4,965,250
<b>FRINGE BENEFITS</b>	1,241,997	1,350,000	1,291,080	1,385,150
<b>MATERIALS/SUPPLIES</b>	58,933	61,500	66,500	60,000
<b>CONTRACTED SERVICES</b>	164,771	150,490	144,490	153,738
<b>EQUIPMENT PURCHASES</b>	60,200	40,484	58,100	56,900
<b>VEHICLE O&amp;M FEES</b>	354,193	368,825	383,578	388,000
<b>TOTAL</b>	<b>6,474,069</b>	<b>6,696,799</b>	<b>6,677,248</b>	<b>7,009,038</b>

Salaries/Wages: The budget includes funding for 40 sworn officer positions. 6 full time support staff positions, part time support staff and part time crossing guards are also funded. Funding is recommended for:

- Salaries for the 40 sworn officers – **\$4,501,250**
  - Base pay for all 40 sworn officers and employer contribution to deferred compensation plan for department head - **\$3,747,500**
  - Shift differential pay - **\$64,500**
  - Stipend to officers who have opted out of the Township medical plan - **\$15,000**
  - Longevity pay - **\$95,500**
  - Holiday pay – **\$93,650**
  - Education incentive - **\$113,100**
  - Contractually agreed upon incentive pays - **\$85,000**
  - Clothing allowance - **\$7,000**
  - Non-reimbursable police overtime - **\$145,000**
  - Reimbursable police overtime - **\$135,000**
- Pay for civilian positions of 5 full time and one part time dispatchers/data entry clerks and 1 administrative assistant. - **\$318,000**
- Civilian employee overtime - **\$22,000**
- Crossing guards of which 50% is reimbursed to the Township from the Upper Dublin School District - **\$124,000**

- Fringe Benefits: The cost of employee benefits, employer paid taxes and tuition reimbursement is **\$1,385,150**.

Materials/Supplies: Costs for materials and supplies total \$60,000 for:

- Office, computer, bicycle repair and investigative supplies - **\$12,500**
- Ammunition for training including range supplies - **\$9,500**
- Uniforms for officers, dispatchers and crossing guards - **\$27,500**
- Photo supplies - **\$1,000**
- 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 - **\$3,500**

Contractual Services: The budget for contractual services is \$153,738 for:

- Police Professional Liability insurance - **\$39,000**
- Radio maintenance service contracts for the mobile data terminals, portables and dispatch center - **\$17,000**
- Training costs, most of which are for mandatory training - **\$26,000**
- Animal control activities - **\$300**
- Equipment rentals for photocopier and pagers - **\$9,000**
- Maintenance for speedometer, accutrax and radar - **\$2,000**
- Maintenance on Police computer hardware, voice recorder, CPIN, mobile data terminals and Livescan/Video Arraignment - **\$20,000**
- Computer support for police network, CLEAN/NCIC and laptop wireless - **\$25,000**
- Printing of forms, time cards, tickets and field reports - **\$3,000**
- Subscriptions and dues to professional organizations, law journals, crimes code and court access fees - **\$4,000**
- Township's MAERT assessment to cover the cost of uniforms and training needs for the Township's emergency response team - **\$8,438**

Equipment: Equipment purchases total \$56,900 for:

- Purchase of replacement Live Scan equipment - **\$26,000**
- Purchase of replacement vests - **\$5,000**
- Purchase of replacement computer hardware - **\$1,500**
- Purchase of truck vault - **\$1,800**
- Emergency equipment such as flares, EMS supplies and first aid - **\$2,000**
- Upgrade vehicle light bars - **\$1,100**
- Conversion of new police vehicles - **\$10,500**
- Purchase of replacement duty weapons - **\$9,000**

Vehicle O&M Fees: Expenses for the operation and amortization of the 20 vehicles assigned to the police department total **\$388,000**

## GENERAL FUND

### FIRE MARSHAL

The Fire Marshal enforces fire code regulations in all structures and developments within the Township. Some costs previously funded in this cost center have been moved to the Fire Service Administrator budget. Recommended funding is **\$117,293**.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	69,141	70,050	71,000	72,750
<b>FRINGE BENEFITS</b>	27,146	27,863	28,172	29,318
<b>MATERIALS/SUPPLIES</b>	1,968	-	-	-
<b>CONTRACTED SERVICES</b>	50	-	-	-
<b>VEHICLE O&amp;M FEES</b>	13,679	14,500	15,080	15,225
<b>TOTAL</b>	111,985	112,413	114,252	117,293

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 **\$29,318**.

Vehicle O&M Fees: Operation and amortization costs for the Fire Marshal's vehicle total **\$15,225**.

## 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 2014 for Code Enforcement is \$648,902.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	369,683	370,500	388,000	444,000
<b>FRINGE BENEFITS</b>	112,114	116,631	118,875	134,202
<b>MATERIALS/SUPPLIES</b>	11,672	7,600	9,800	8,300
<b>CONTRACTED SERVICES</b>	40,176	42,500	33,300	34,900
<b>VEHICLE O&amp;M FEES</b>	26,247	26,000	27,040	27,500
<b>TOTAL</b>	559,893	563,231	577,015	648,902

Salaries/Wages: The \$444,000 budgeted for salaries is for:

- Funding for the four full-time staff positions including employer contribution to deferred compensation plan for department head. - **\$288,000**
- Funding for a full time Records Administrator - **\$50,000**
- Funding for two part time property maintenance inspectors. - **\$59,000**
- Funding for two part time administrative assistants each working 20 hours per week - **\$42,000**
- Compensation to the members of the Zoning Hearing Board - **\$3,000**
- Office work overtime – **\$2,000**

Fringe Benefits: The cost of employee benefits and employer paid taxes is **\$134,202**.

Materials/Supplies: The budget for supplies totals \$8,300 allocated for:

- General office, computer and photography supplies - **\$5,900**
- Uniforms - **\$1,400**
- Purchase of manuals - **\$1,000**

Contractual Services: Contractual services total \$34,900 for:

- Zoning Hearing Board Solicitor fee - **\$8,000**
- Advertising, in the form of zoning hearing notices, conditional use notices and amendments to Township codes - **\$3,000**
- Stenographer appearance fees at Zoning Hearing Board meetings - **\$2,000**

- Printing costs for all forms, applications, licenses and zoning and subdivision codebooks - **\$1,800**
- Lease payments and equipment maintenance on photocopier - **\$5,400**
- Property maintenance expenses - **\$7,500**
- Mosquito control - **\$2,500**
- Geo Plan software license, user fees and modifications- **\$2,500**
- Subscriptions and dues - **\$1,500**
- Mileage reimbursement for personal vehicles used for Township business - **\$700**

Vehicle O&M Fees: Expenses for the operation and amortization of the two existing Township vehicles utilized by the Code Enforcement employees total **\$27,500**.

## 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 2014 is **\$2,309,686**.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	882,061	891,800	867,300	900,400
<b>FRINGE BENEFITS</b>	398,625	405,670	392,596	403,486
<b>MATERIALS/SUPPLIES</b>	22,590	28,800	26,500	25,500
<b>CONTRACTED SERVICES</b>	524,638	544,100	522,500	540,300
<b>VEHICLE O&amp;M FEES</b>	407,898	417,500	434,200	440,000
<b>TOTAL</b>	<b>2,235,813</b>	<b>2,287,870</b>	<b>2,243,096</b>	<b>2,309,686</b>

Salaries/Wages: The proposed budget for 2014 provides **\$858,200** in wages for 15 full-time employees.

Part-time labor required to complete crews and to cover full-time employee absences totals **\$39,000**. The budgeted amount estimates the need for two part-time employees working ten months of the year.

Overtime pay is projected at **\$3,200** 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.

Fringe Benefits: Employee benefits and employer paid taxes total **\$403,486**.

Materials/Supplies: The \$25,500 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 - **\$7,000**
- 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 - **\$700**
- First aid and safety equipment to be placed in all Township vehicles - **\$300**

- Purchase of wheels, axles, lids and other non-warranty parts required to keep the refuse carts and 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 - **\$15,000**

Contractual Services: The budget for waste disposal fees totals \$537,500 for the cost of tipping fees, Recyclebank fees, and white goods disposal pickups.

The 2014 per ton tipping fee charged by the Waste System Authority of Eastern Montgomery County to all waste generators remains at the 2013 rate of \$65.00 per ton. Estimated tonnage also remains at the 2013 level of 7,500 tons for an estimated cost of **\$487,500**. Waste disposal volume peaked in 2003 at 10,700 tons.

Payments to RecycleBank, based on the Township's contractual obligations, will cost **\$40,000**.

An additional **\$10,000** is budgeted for the cost of disposal of white goods and is fully reimbursed through fees for this service.

The Township's 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 \$44,000 in 2014 and appears as a revenue line item.

Funds are also provided for:

- Printing of brochures for yard waste carts and recycling information- **\$1,000**
- Printing of various service stickers - **\$800**
- Rental of a portable toilet at the leaf collection site - **\$1,000**

Vehicle O&M Fees: Charges for the operation and amortization of sanitation vehicles total **\$440,000**.

## GENERAL FUND

### PUBLIC WORKS DEPARTMENT SUMMARY

The Public Works department is responsible for the engineering, grading permit inspection, surveying, 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 **\$3,773,320**.

<b>EXPENDITURE CATEGORY</b>	<b>2012 ACTUAL EXPENSES</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED EXPENSES</b>	<b>2014 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	1,286,237	1,363,500	1,323,325	1,432,250
<b>FRINGE BENEFITS</b>	505,225	535,261	537,859	568,556
<b>MATERIALS/SUPPLIES</b>	444,694	523,500	495,050	520,850
<b>CONTRACTED SERVICES</b>	395,041	438,064	421,114	436,664
<b>VEHICLE O&amp;M FEES</b>	744,963	775,000	806,000	815,000
<b>TOTAL</b>	<b>3,376,160</b>	<b>3,635,325</b>	<b>3,583,348</b>	<b>3,773,320</b>

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

## GENERAL FUND

### PUBLIC WORKS ADMINISTRATION

The Administrative 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 Administration division is **\$1,265,021**.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	315,374	326,500	326,825	334,250
<b>FRINGE BENEFITS</b>	75,778	80,207	92,947	97,107
<b>MATERIALS/SUPPLIES</b>	4,702	5,500	5,050	5,500
<b>CONTRACTED SERVICES</b>	11,236	13,064	13,114	13,164
<b>VEHICLE O&amp;M FEES</b>	744,963	775,000	806,000	815,000
<b>TOTAL</b>	<b>1,152,053</b>	<b>1,200,271</b>	<b>1,243,936</b>	<b>1,265,021</b>

Salaries/Wages: The budget of **\$334,250** funds:

- Salaries for the four existing full-time employees in the Administration division of the Public Works department. - **\$276,750**
- 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 - **\$54,500**
- Funding for a summer part time employee through an internship program - **\$3,000**

Fringe Benefits: Benefit costs and employer taxes for the four full-time employees are budgeted at **\$97,107**.

Materials/Supplies: Expenses in this category total \$5,500 for:

- General office and computer supplies - **\$3,000**
- Engineering field supplies - **\$1,000**
- Uniforms and safety equipment for Administration staff - **\$1,500**

Contractual Services:

- Mileage reimbursement for personal vehicles used for Township business - **\$200**
- Lease payments and equipment maintenance for large document scanner/printer - **\$2,064**
- Inspection of bridges and culverts by outside Engineering firm - **\$8,200**
- Equipment maintenance - **\$700**
- Dues and subscriptions - **\$2,000**

Vehicle O&M Fees: Charges for the operation and amortization of all Administration and Highway division vehicles total **\$815,000**.

**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 2014 is \$174,710.

<b>EXPENDITURE CATEGORY</b>	<b>2012 ACTUAL EXPENSES</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED EXPENSES</b>	<b>2014 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	123,226	168,000	162,000	162,000
<b>FRINGE BENEFITS</b>	9,637	10,940	10,710	10,710
<b>MATERIALS/SUPPLIES</b>	1,964	2,000	2,000	2,000
<b>CONTRACTED SERVICES</b>	-	-	-	-
<b>TOTAL</b>	134,828	180,940	174,710	174,710

Salaries/Wages:

- Allocation of salaries for full-time Public Works personnel to fund the Fall leaf collection program and year round street sweeping program - **\$90,000**
- 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 - **\$22,000**

Fringe Benefits: The cost of employer paid social security taxes for the salaries and wages allocated to this cost center totals **\$10,710**.

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 - **\$2,000**

## 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 2014 budget of **\$260,680** provides funds to maintain this level of service.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	46,369	120,000	85,000	120,000
<b>FRINGE BENEFITS</b>	2,487	9,180	6,503	9,180
<b>MATERIALS/SUPPLIES</b>	39,742	130,000	110,000	129,000
<b>CONTRACTED SERVICES</b>	-	3,000	1,500	2,500
<b>TOTAL</b>	88,598	262,180	203,003	260,680

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, Sanitation and Fleet personnel - **\$85,000**

Fringe Benefits: The cost of employer paid social security taxes for the salaries and wages allocated to this cost center totals **\$9,180**.

Materials/Supplies:

- A budget is provided primarily for the purchase of rock salt for highway snow and ice removal. For 2014, 2,250 tons are estimated at a cost of \$51.43/ton. This is the same volume of salt as budgeted in 2013 but at a slightly lower rate. – **\$118,000**
- Reimbursement of damaged mailboxes up to a \$100 maximum – **\$4,000**
- Food reimbursements for employees working overtime - **\$2,000**
- Snow fencing and deicer used on Township owned sidewalks. - **\$5,000**

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 - **\$2,500**

## GENERAL FUND

### TRAFFIC SIGNALS, SIGNS AND MARKINGS

The 2014 allocation for traffic signal maintenance and repair, sign installation, line painting and repair of street markings totals \$127,000.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
SALARIES/WAGES	-	-	-	-
MATERIALS/SUPPLIES	34,804	40,000	40,000	37,000
CONTRACTED SERVICES	72,822	81,000	83,000	90,000
<b>TOTAL</b>	<b>107,626</b>	<b>121,000</b>	<b>123,000</b>	<b>127,000</b>

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. - **\$37,000**

Contractual Services: Cost associated with contractual services totals \$90,000 for:

- Electricity for traffic signals at 38 intersections, 9 school zone signal locations and 6 flashing warning devices. - **\$14,000**
- Line painting of 4” yellow center lines and 4” white edge lines on more heavily traveled collector streets including epoxy painting where necessary - **\$20,000**
- 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 - **\$31,000**
- Consultant services for the traffic signal review program - **\$15,000**
- The cost of work not performed by the Consortium crew such as emergency knockdown repairs, electrical repairs, tree trimming, pole replacement and inspection and routine maintenance— **\$10,000**

## GENERAL FUND

### STREET LIGHTS

The street light budget funds the operating expenses and costs to maintain the Township owned street lights. The budget for 2014 is **\$265,500**.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	-	-	-	-
<b>MATERIALS/SUPPLIES</b>	-	-	-	-
<b>CONTRACTED SERVICES</b>	256,969	269,500	259,800	265,500
<b>TOTAL</b>	256,969	269,500	259,800	265,500

#### Contractual Services:

- Electricity costs for the over 2,000 luminaries in the Township - **\$220,000**
- Street light maintenance, performed under the Montgomery County Consortium maintenance program, to replace poles, bulbs and ballasts - **\$38,000**
- Repainting of 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. - **\$5,000**
- 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 2014 is **\$161,000**.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
	-	-	-	-
<b>SALARIES/WAGES</b>	-	-	-	-
<b>FRINGE BENEFITS</b>	-	-	-	-
<b>MATERIALS/SUPPLIES</b>	105,362	108,500	105,500	108,000
<b>CONTRACTED SERVICES</b>	48,763	55,000	51,500	53,000
<b>TOTAL</b>	154,125	163,500	157,000	161,000

Materials/Supplies: \$108,000 of material needed to maintain the Township's storm sewer system including:

- Materials for inlet repairs and reconstruction - **\$98,000**
  - Hoods and grates - **\$52,000**
  - Pipe - **\$10,000**
  - Concrete - **\$12,000**
  - Modified stone - **\$10,000**
  - Plyform - **\$2,500**
  - Barricades - **\$2,000**
  - Redi-mix - **\$3,000**
  - Lumber - **\$2,500**
  - Bricks, cement, sand, straw, stone and grass seed - **\$4,000**
- Small tools including shovels, picks, saw blades, tape measures, wheel barrows, bits, torch gases, Rebar and Locator (\$3,500) - **\$10,000**

Contractual Services: The contractual services budget totals \$53,000 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 - **\$13,000**

## GENERAL FUND

### HIGHWAY AND ROAD MAINTENANCE

The 2014 budget for highway and road maintenance is **\$1,519,409**.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	801,267	749,000	749,500	816,000
<b>FRINGE BENEFITS</b>	417,323	434,935	427,700	451,559
<b>MATERIALS/SUPPLIES</b>	258,119	237,500	232,500	239,350
<b>CONTRACTED SERVICES</b>	5,251	16,500	12,200	12,500
<b>TOTAL</b>	1,481,960	1,437,935	1,421,900	1,519,409

Salaries/Wages: The budget of \$816,000 funds

- Salaries for the fifteen full-time employees in the Highway division other than time allocated for leaf collection, stormwater management and snow/ice removal. Funds are budgeted separately in those cost centers. - **\$759,000**
- Part-time labor to assist with projects and cover full-time employees' vacation and personal days - **\$45,000**
- Overtime for non-snow related emergency road repairs, extended paving projects, placement of barricades and traffic signal generators - **\$12,000**

Fringe Benefits: Employee benefits and employer paid taxes for the fifteen full-time employees totals **\$451,559**.

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. - **\$213,000**
  - Streets scheduled for paving in 2014 by Township forces are:

<u>Street</u>	<u>From</u>	<u>To</u>
Arthur Avenue	1344 Arthur Avenue	Aidenn Lair + intersection
Brentwood Drive	Patricia Avenue	Jill Road
Cabot Road	entire road	
Holmes Avenue	entire road	
Patricia Avenue	Anbury Lane	Brentwood South
Slayton Drive	entire road	
Willow Avenue	entire road	
- Minor tools and supplies for parts for all gasoline powered equipment, hand tools, temporary signs, fencing, radius forms, crack sealing unit (\$4,350) and milling machine teeth (\$4,000) - **\$18,600**
- Uniforms and safety equipment per contractual obligation - **\$7,000**

- Cost of CDL licenses for all equipment operators - **\$500**
- Safety equipment and first aid kits for all department vehicles - **\$250**

Contractual Services: Funding for contractual services totals \$12,500 for:

- Rental of specialty or emergency equipment, if necessary, and the rental of a milling machine and roller to perform the milling and overlay. - **\$10,000**
- 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 2013 totaled \$284,378.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	-	-	-	-
<b>MATERIALS/SUPPLIES</b>	-	-	-	-
<b>CONTRACTED SERVICES</b>	273,288	273,288	301,378	301,378
<b>TOTAL</b>	273,288	273,288	301,378	301,378

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

- Volunteer Fireman's Relief Association - **\$284,378**
- Community Ambulance of Ambler - **\$14,000**
- Second Alarmer's Ambulance - **\$3,000**

REVENUE CATEGORY	2012 ACTUAL REVENUE	2013 ADOPTED REVENUE	2013 PROJECTED REVENUE	2014 ADOPTED REVENUE
<b>STATE FOREIGN FIRE INSURANCE PREMIUM TAX</b>	256,288	256,288	284,378	284,378

## 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	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	-	-	-	-
<b>MATERIALS/SUPPLIES</b>	-	-	-	-
<b>CONTRACTED SERVICES</b>	106,663	106,939	106,750	106,913
<b>TOTAL</b>	106,663	106,939	106,750	106,913

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

- Ambler Borough service to 112 hydrants - **\$15,904** (\$142.00 per hydrant)
- Aqua PA service to 203 hydrants - **\$61,509** (\$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.

<b>EXPENDITURE CATEGORY</b>	<b>2012 ACTUAL EXPENSES</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED EXPENSES</b>	<b>2014 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	-	-	-	-
<b>MATERIALS/SUPPLIES</b>	-	-	-	-
<b>CONTRACTED SERVICES</b>	87,656	88,134	84,222	85,020
<b>TOTAL</b>	87,656	88,134	84,222	85,020

Contractual Services: Real estate taxes in the amount of **\$85,020** 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	7,775	73,925
Twining Road Cell Tower Site	325	2,995
<b>TOTAL</b>	<b>8,100</b>	<b>76,920</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.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 PROPOSED BUDGET
	-	-	-	-
<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	9,000
b.	Victim Services Center of Montgomery County	1,500
c.	Montgomery County Emergency Services	1,000
d.	Senior Adult Activities Center	1,000
e.	Oreland Lion's Club (Fourth of July Parade)	750
	<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 2014, the Parks and Recreation Real Estate Tax rate to fund all expenditures is proposed at the rate of .71 mils, an increase of .082 mils above the 2013 rate. At the proposed tax rate, the tax will generate **\$1,564,854** in revenues.

Charges to recreation program participants and park facility users generate **\$435,880** in 2014. Interest earnings on the fund are expected to add **\$1,250** and employee contributions toward the cost of health benefits are budgeted at **\$11,400**.

Expenditures total **\$2,038,673** in 2014, an increase of \$33,470 (1.7%) above the 2013 budget. Percentage changes for prior years are shown below:

- 2006 - 7.5%
- 2007 - 7.2%
- 2008 - 5.5%
- 2009 - 6.1%
- 2010 - (-3.1%)
- 2011 - 2.2%
- 2012 - 3.1%
- 2013 - 3.8% (projected)

**\$84,156** 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 P&R employees. A corresponding revenue item of **\$55,464** is budgeted as a contribution from the Commonwealth's General Municipal Pension System towards the Township's pension costs. The difference of \$28,692 must be derived from other sources.

At the proposed revenue, expenditure and transfer levels, the Parks and Recreation fund is expected to end the 2014 fiscal year with a fund balance of **\$8,324**.

	<b>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	153,378	126,015	166,119	62,305
<b>REVENUES</b>	2,005,328	1,915,929	1,931,672	2,068,848
<b>EXPENDITURES</b>	1,932,580	2,005,203	2,005,824	2,038,673
<b>FUND TRANSFERS</b>	(60,006)	(26,708)	(29,661)	(84,156)
<b>CLOSING FUND BALANCE</b>	166,119	10,033	62,305	8,324

## PARKS AND RECREATION FUND

### REVENUES

	2012 ACTUAL REVENUES	2013 ADOPTED REVENUES	2013 PROJECTED REVENUES	2014 ADOPTED REVENUES
<b>REAL ESTATE TAXES</b>	1,410,235	1,380,432	1,381,000	1,564,854
<b>INTEREST EARNINGS</b>	1,245	1,500	1,000	1,250
<b>STATE GRANTS</b>	50,066	51,067	54,381	55,464
<b>EMPLOYEE CONTRIBUTIONS</b>	10,188	10,000	11,000	11,400
<b>DEPARTMENT EARNINGS:</b>				
<b>GENERAL TRIPS</b>	54,432	41,760	42,413	32,375
<b>PARK RENTAL</b>	42,254	40,300	40,500	36,750
<b>DONATIONS</b>	32,771	34,300	34,000	33,375
<b>PRPS TICKETS</b>	19			
<b>NORTH HILLS SUMMER CAMP</b>	3,460		900	
<b>SUMMER PROGRAMS</b>	276,217	240,205	250,137	227,500
<b>OTHER PROGRAMS</b>	82,226	66,775	78,659	68,770
<b>SPECIAL EVENTS</b>	9,407	10,940	10,850	8,460
<b>POOL RENTAL</b>	32,809	38,650	26,832	28,650
<b>TOTAL</b>	2,005,328	1,915,929	1,931,672	2,068,848

## PARKS AND RECREATION FUND

### EXPENDITURE SUMMARY

The Parks and Recreation Fund budget for 2014 totals **\$2,038,673**, an increase of \$33,470 (1.7%) above the 2013 budget. Details on the proposed expenditures for each of the cost centers are provided in the following section.

<b>EXPENDITURE CATEGORY</b>	<b>2012 ACTUAL EXPENSES</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED EXPENSES</b>	<b>2014 ADOPTED BUDGET</b>
<b>SALARIES/WAGES</b>	956,856	1,025,093	995,900	1,052,590
<b>FRINGE BENEFITS</b>	331,047	354,590	340,594	360,437
<b>MATERIALS/SUPPLIES</b>	301,554	265,639	298,080	264,257
<b>CONTRACTED SERVICES</b>	195,143	207,206	218,350	203,889
<b>EQUIPMENT PURCHASES</b>	5,972	4,575	4,800	5,000
<b>VEHICLE O&amp;M FEES</b>	142,009	148,100	148,100	152,500
<b>TOTAL</b>	<b>1,932,580</b>	<b>2,005,203</b>	<b>2,005,824</b>	<b>2,038,673</b>

**PARKS AND RECREATION FUND**

**COST CENTER SUMMARY**

<b>COST CENTER</b>	<b>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>ADMINISTRATION</b>	518,293	544,616	531,579	549,248
<b>RECREATION PROGRAMS</b>	411,601	351,170	390,070	340,060
<b>POOL</b>	66,115	72,681	65,319	70,308
<b>PARK MAINTENANCE</b>	847,293	944,064	932,690	988,132
<b>ROBBINS PARK</b>	45,464	49,032	45,089	47,994
<b>SITEWATCH</b>	43,815	43,640	41,077	42,931
<b>TOTAL</b>	1,932,580	2,005,203	2,005,824	2,038,673

## PARKS AND RECREATION FUND

### ADMINISTRATION

Recommended funding for the Administration cost center totals \$549,248 in 2014.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	349,181	360,230	358,500	372,550
<b>FRINGE BENEFITS</b>	133,671	144,986	133,467	135,708
<b>MATERIALS/SUPPLIES</b>	1,574	1,800	1,650	1,500
<b>CONTRACTED SERVICES</b>	33,867	37,600	37,962	39,490
<b>TOTAL</b>	518,293	544,616	531,579	549,248

Salaries/Wages: The budget request provides \$372,550 for:

- Six full time positions of Parks and Recreation Director, Parks Superintendent, Recreation Superintendent, Evening/Weekend Coordinator, Recreation Specialist and Administrative Assistant. Amount includes employer contribution to deferred compensation plan for department head – **\$336,800**
- Part time customer service representatives - **\$32,250**
- Stipend for a college intern to work approximately 400 hours. - **\$3,500**

Fringe Benefits: The budget of **\$135,708** provides employee benefits and employer paid taxes at the proposed staffing level.

Materials/Supplies: An allocation of **\$1,500** is provided for general office and computer supplies.

Contractual Services: The **\$39,490** is requested for:

- Liability and Property Insurance premium for Parks and Recreation - **\$10,000**
- Mileage reimbursement for use of personal vehicles - **\$6,150**
- Credit card processing fees - **\$15,000**
- Lease and maintenance for copier to support P&R function - **\$5,130**
- Typewriter and Safari software maintenance fees - **\$2,700**
- Dues and membership fees - **\$510**

## 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 2014 totals **\$340,060**. Direct costs to provide most programs, trips and events are covered by user fees that are budgeted to generate **\$337,855** in 2014. User fees do not cover the cost to fund North Hills recreation programs budgeted at \$20,000.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	106,492	108,874	110,000	107,700
<b>FRINGE BENEFITS</b>	12,943	13,429	13,248	13,439
<b>MATERIALS/SUPPLIES</b>	207,743	161,250	199,459	160,621
<b>CONTRACTED SERVICES</b>	84,423	67,617	67,363	58,300
<b>TOTAL</b>	411,601	351,170	390,070	340,060

Salaries/Wages: The \$107,700 budget in this cost center is for:

- KidZone, Small Folks, Camp BIG and X-Zone camp supervisors and staffs – **\$63,750**
- Salaries for summer theatre programs and other summer programs - **\$21,591**
- Salaries for winter, spring and fall programs - **\$11,469**
- Salaries for Mondauk Common staff attendants - **\$10,890**

Fringe Benefits: The cost of employer paid taxes for the part-time staff is **\$13,439**.

Materials/Supplies: The budget of \$160,621 for recreation supplies is allocated for:

- Summer program supplies - **\$79,403**
- Summer concerts - **\$7,250**
- General recreational supplies - **\$2,350**
- Fall/winter/spring program supplies - **\$50,306**
- Uniforms and identification for park attendants, playground staff and trip staff - **\$1,312**
- Contribution towards summer camp at North Hills Community Center - **\$20,000**

Contractual Services: The budget for contractual services totals \$58,300 for:

- Cost for buses, tickets, admissions, tolls, parking and ticket only services - **\$28,650**
- Costs associated with seasonal special presentations and one time programs - **\$8,300**
- Printing and postage for leisure guides, permits, work requests and receipts - **\$21,350**

## 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 16th through mid August and on weekends through the end of August. The recommended allocation to fund the pool is \$70,308. A revenue amount of \$28,650 is budgeted for pool admission fees to offset the cost of operating the pool.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	30,342	33,000	27,500	27,500
<b>FRINGE BENEFITS</b>	5,442	6,025	5,444	5,604
<b>MATERIALS/SUPPLIES</b>	10,380	10,267	9,675	13,764
<b>CONTRACTED SERVICES</b>	19,951	23,389	22,700	23,440
<b>TOTAL</b>	66,115	72,681	65,319	70,308

Salaries/Wages: Wages are budgeted at \$27,500 and assume that the pool will be staffed from 12:30 PM to 8:00 PM on weekends and 12:00 noon to 4:00PM weekdays. The budget provides funds for a pool manager, assistant manager and lifeguards.

Fringe Benefits: The cost of employer paid taxes is \$5,604.

Materials/Supplies: The \$13,764 is allocated for:

- Chlorine, muriatic acid and testing chemicals in the standard quantities based on pool water volume and season length - \$6,264
- Office supplies for identification bands, staff uniforms and first aid supplies - \$2,150
- The purchase of replacement equipment necessary for safe and proper pool operation including replacement umbrellas, hose/reel holder, ORP and pH probes. – \$2,350
- Purchase of new pump - \$3,000

Contractual Services: The budget of \$23,440 includes:

- Pool electricity - \$3,700
- Pool water - \$3,400
- Emergency plumbing and building repairs - \$4,500
- Safety gloves, bee spray, rain gear and landscape materials - \$1,165
- Clean out filter and replace valves - \$4,500
- Painting and janitorial supplies - \$4,675
- Install new baby pool panel - \$1,500

REVENUE	2012 ACTUAL	2013 ADOPTED	2013 PROJECTED	2014 ADOPTED
<b>POOL FEES</b>	32,809	38,650	26,832	28,650

## 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 \$988,132 in 2014.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	414,726	466,678	446,500	489,725
<b>FRINGE BENEFITS</b>	163,767	172,344	171,590	187,846
<b>MATERIALS/SUPPLIES</b>	73,242	83,492	81,000	80,027
<b>CONTRACTED SERVICES</b>	54,825	76,375	88,200	80,534
<b>EQUIPMENT PURCHASES</b>	5,972	4,575	4,800	5,000
<b>VEHICLE O&amp;M FEES</b>	134,760	140,600	140,600	145,000
<b>TOTAL</b>	<b>847,293</b>	<b>944,064</b>	<b>932,690</b>	<b>988,132</b>

Salaries/Wages: The budget for salaries and wages totals \$489,725 for:

- Seven current full-time staff positions including stipend to employees who have opted out of joining the Township medical plan – **\$396,000**
- Two seasonal parks maintenance employees for 39 weeks – **\$43,360**
- Four seasonal parks maintenance employees for 17 weeks - **\$31,640**
- One seasonal parks maintenance employee for 12 weeks - **\$8,000**
- Overtime for emergency call-ins and special events including Upper Dublin Community Day - **\$10,725**

Fringe Benefits: The cost of employee benefits and employer paid taxes for all Parks Maintenance employees - **\$187,846**

Materials/Supplies: The budget for materials and supplies is requested at \$80,027 for:

- The largest item in this category is for park buildings and grounds supplies - **\$62,600**.  
Items included in this line item are:
  - Infield mix and turface for ball fields - **\$10,000**
  - Concrete, stone, paint and lumber for parking lots - **\$4,500**
  - Limestone screenings - **\$3,500**
  - Comfort station rentals - **\$3,600**
  - General repairs to fencing and gates - **\$2,000**
  - Athletic field lining materials - **\$5,000**
  - Janitorial supplies for all parks - **\$5,500**
  - Plant materials - **\$2,500**
  - Repairs to playground equipment - **\$4,000**
  - Repairs to Loch Alsh Reservoir - **\$1,200**
  - Playground ground cover - **\$11,000**
  - CHAC and SPARK lighting repairs - **\$2,000**

- Rental fee for storage area - **\$7,800**
- Chemical, fertilizer and grass seed totaling **\$11,545** for:
  - bee spray, weed and crabgrass control - **\$5,520**
  - Seed needed for proper turf maintenance and reseeding - **\$3,750**
  - Fertilizer - **\$2,275**
- Uniforms and safety gear - **\$5,882**

Contractual Services: The cost for contractual services is \$80,534 for:

- Control of Canada Geese at Mondauk Common, CHAC, Pine Run Park and SPARK - **\$12,000**
- Commercial fertilization and broadleaf weed control at Mondauk Common, CHAC, SPARK, Township Building and Firehouse - **\$11,884**
- Electricity at all parks - **\$9,800**
- Water at all parks – **\$2,000**
- Phone service at Mondauk Common and SPARK - **\$750**
- Equipment repairs for tire replacements, steiner parts, mower repairs, tune-ups, small engine repairs and repairs to the parks equipment – **\$15,000**
- Tree maintenance for the removal of trees and stumps and pruning and trimming - **\$11,100**
- Contract mowing and landscape services - **\$18,000**

Equipment Purchases: Small equipment purchases total \$5,000 for:

- Purchase of rakes, shovels, shop tools and hand tools – **\$2,750**
- Replacement of two weed whackers - **\$600**
- Replacement of Dewalt drill and purchase of new Dewalt pack- **\$1,000**
- Purchase of chain saw - **\$650**

Vehicle O&M Fees: Operating and amortization expenses for the use of vehicle equipment for park maintenance total **\$145,000**.

## 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 2014 is **\$47,994**.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	24,689	25,600	24,900	25,100
<b>FRINGE BENEFITS</b>	10,762	13,257	12,598	13,294
<b>MATERIALS/SUPPLIES</b>	7,935	7,950	5,466	7,475
<b>CONTRACTED SERVICES</b>	2,077	2,225	2,125	2,125
<b>TOTAL</b>	45,464	49,032	45,089	47,994

Salaries/Wages: Included in the \$25,100 budget is:

- 50% funding, shared equally with the Upper Dublin School District, for one full time maintenance laborer - **\$19,000**
- Summer staff including coordinator, maintenance laborers and gardener - **\$6,100**

Fringe Benefits: The cost of employee benefits and employer paid taxes is **\$13,294**.

Materials/Supplies:

- Maintenance and repair for work on the grounds and various structures at Robbins Park - **\$2,500**
- Tree maintenance and tree replacement - **\$5,000**
- Supplies for special events - **\$125**
- Small hand tools needed for park maintenance - **\$350**

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 - **\$450**
- Repair of maintenance equipment, such as the chipper/shredder, rototiller and leaf blower - **\$1,000**

## 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 **\$42,931**. Payments in the amount of \$28,375 from the Upper Dublin School District, youth sports organizations and other organizations using Township facilities offset a majority of these costs.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	31,425	30,711	28,500	30,015
<b>FRINGE BENEFITS</b>	4,461	4,549	4,247	4,546
<b>MATERIALS/SUPPLIES</b>	679	880	830	870
<b>CONTRACTED SERVICES</b>	-	-	-	-
<b>VEHICLE O&amp;M FEES</b>	7,249	7,500	7,500	7,500
<b>TOTAL</b>	43,815	43,640	41,077	42,931

Salaries/Wages: A budget of \$30,015 is requested to fund the cost of the part-time park Sitewatch and SPARKwatch staff

Fringe Benefits: The cost of employer paid taxes for all part-time employees totals **\$4,546**.

Materials/Supplies:

- Purchase uniforms, rain gear and badges for the park security officers - **\$520**
- 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 2014 budget. The total estimated cost for these projects is **\$94,466**.

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 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 2014, revenues are expected in the amount of \$38,000, \$500 from interest income and \$37,500 from open space fees

	<b>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	68,639	273,646	292,958	179,745
<b>REVENUES</b>	275,169	3,500	11,788	38,000
<b>EXPENDITURES</b>	50,850	51,500	70,000	94,466
<b>FUND TRANSFERS</b>	-	(55,000)	(55,000)	
<b>CLOSING FUND BALANCE</b>	292,958	170,646	179,745	123,279

## OPEN SPACE FUND

### CAPITAL PROJECTS 2014

#### PURCHASE OF ONE REPLACEMENT MOWER

**\$10,000**

Replacement for one of the department's three deck mowers and one leaf bagger is being requested. The current mowers were purchased in 2008 and will be used through the Fall 2013 season. The primary use of the mowers is for mowing large grass areas at the over thirty township owned sites that are mowed on a weekly/monthly basis. The mowers are also used for leaf collection at the same sites during the Fall. The large mower has reached a point of needing several major and minor repairs throughout the year. These repairs not only cost money but also create downtime for the staff during the peak mowing season.

#### AIDENN LAIR TENNIS COURT REPAIRS

**\$16,000**

A repair of the large cracks of all 4 tennis courts at Aidenn Lair Park is being requested. The condition of the courts has declined quickly as freeze/thaw cycles have taken their toll on the cracks that originally started out as very small. All work will be completed by a contracted company using Armor crack repair and will give the courts another 5 to 7 years of good use.

#### UPPER DUBLIN COMMUNITY POOL

**\$3,500**

A replacement of the existing baby pool filter room electrical panel box at the Upper Dublin Community Pool is being requested. Because of the box's location in the filter room, chemicals have corroded the panel box and switches inside the panel box. The large pool's panel box was replaced in 2013. All work will be completed by a contracted company and will include the purchase of the panel box and work associated with the installation of the new panel box.

#### FENCE FABRIC REPLACEMENT

**\$6,100**

A replacement of the lighter gauge fence fabric at Sheeleigh Park and Three Tuns Park are requested. The lighter gauge fence fabric will be replaced with heavier gauge fabric that should be able to better withstand the routine wear-and-tear activities at the park.

- Sheeleigh Park- \$2,100
- Three Tuns Park - \$4,000

#### REPAIR AND REPAINT MONDAUK COMMON BASKETBALL COURTS

**\$3,500**

A repair of the large cracks of all basketball courts at Mondauk Common is being requested. The primary crack at the Township's most popular basketball courts has continued to increase in size as freeze/thaw cycles have taken their toll. Other cracks have also emerged. All work will be completed by a contracted company using Armor crack repair.

**REPLACE REGISTRATION SOFTWARE**

**\$18,000**

Replacement of the Parks and Recreation department’s current registration software with RecPro registration software is being requested. The new system is being proposed for two reasons:

- The current registration software is no longer being supported by the company that created it so maintenance support or future upgrades are no longer provided.
- Changing the registration system to RecPro will provide residents with an easier and simpler registration experience. The system will also eliminate the duplication of work for the Recreation Superintendent, P&R Administrative Assistant, P&R Director and Technology Administrator by creating a place where the information can be inputted once and it will appear in multiple locations.

The software will include the creation of a registration database, web module with online registration, module for facility reservation/rentals, electronic payment processing, 5 concurrent licenses, professional installation, professional training and annual support and maintenance.

**REPAIRS AT CHAC NORTH BASEBALL FIELD**

**\$3,600**

A repair of an infield/outfield lip at the CHAC North Baseball Field is being requested. The existing lip presents a safety hazard for players on the field. All work will be completed by a contracted company and will include cutting a new edge in the sod around the perimeter of the infield arc, add approximately 16 cubic yards of topsoil, finish grade all areas to be sodded, supply and install 2,500 square feet of sod and re-grade the infield arc areas.

**REPLACE END ZONE FENCING AT SPARK FIELDS**

**\$4,000**

Replacement of the outside end zone fencing at the SPARK fields is being requested. As part of the 2011 budget, the interior end zone fencing was replaced with a seamless, heavier gauge fence fabric and additional horizontal poles to eliminate the gap in the fabric at the 4’ height, which created a safety hazard, and repair dimpling caused by balls hitting that gap in the fabric. The repair has been deemed successful and the project should now be completed. The budgeted amount is 1/3 of the project cost with the cost is being shared by the Township, School District and Youth Sports Organizations. The work will be completed by a contracted company.

**FENCING IMPROVEMENTS AT MONDAUK COMMON**

**\$11,400**

Full replacement of the backstop, dugout and player protection fencing at Mondauk Common Field #3 is being requested. Field #3 is the only field at Mondauk Common that can be regularly used for baseball. A full replacement of the fencing at the field is recommended to remove existing hazards and prevent future maintenance from having to be completed. All existing fencing will be replaced with a heavier gauge, black vinyl fencing fabric. The player fences will be increased from 6’ to 8’ for the safety of the players. Additionally, fully enclosed dugouts will be included, a new standard for Township fields. The work will be completed by a contracted company. The amount budgeted for this project will be matched by the UDJAA.

**PLAYGROUND EQUIPMENT IMPROVEMENTS**

**\$18,366**

Modification and upgrade of existing play structures at Henry Lee Willet Park and Burn Brae Park are being requested. In order to save funds, the existing equipment at each parks can be added to in order to create a more engaging and age-appropriate experience for park users. All modifications and upgrades will meet all current play structure standards and has a greater variety of activities that will be more appealing to children. All work will be completed by the Parks & Recreation Department.

- Henry Lee Willet Park - The existing structure was installed in 1997 with the latest upgrade completed in 1998 - \$11,200
- Burn Brae Park – The existing structure was installed in 1998 with no upgrades completed since initial installation - \$7,166

**TOTAL**

**\$94,466**

## LIBRARY FUND SUMMARY

Revenues for the Library Fund are generated through the real estate property tax, department earnings and intergovernmental aid. The real estate tax rate for 2014 is set at .455 mils, an increase of 0.07 mils over the 2013 rate. At this rate, the Library real estate tax is estimated to generate **\$1,002,829** in revenues.

State aid to the Library is projected to be **\$82,526**. Department earnings, in the form of fines, lost book charges, interest earnings employee contributions to health insurance premiums and miscellaneous items are expecting to total **\$51,200**.

An amount of **\$55,000** is budgeted as a transfer out of the Library Fund to the Capital Projects Fund to finance a Library renovations project completed in 2012-2013. The renovations project is funded by Library revenues over a four year period with 2014 funding being the third of four years.

The closing fund balance will be held in reserve for future Library needs.

	<b>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	0	1,235	5,848	21,225
<b>REVENUES</b>	1,091,295	1,116,993	1,124,952	1,136,555
<b>EXPENDITURES</b>	1,020,447	1,050,431	1,044,575	1,100,215
<b>FUND TRANSFERS</b>	(65,000)	(65,000)	(65,000)	(55,000)
<b>CLOSING FUND BALANCE</b>	5,848	2,797	21,225	2,565

## LIBRARY FUND

### REVENUES

	<b>2012 ACTUAL REVENUES</b>	<b>2013 ADOPTED REVENUES</b>	<b>2013 PROJECTED REVENUES</b>	<b>2014 ADOPTED REVENUES</b>
<b>REAL ESTATE TAX</b>	962,519	984,767	983,500	1,002,829
<b>FINES</b>	36,040	40,000	38,000	40,000
<b>LOST BOOK CHARGES</b>	3,329	3,200	3,200	3,200
<b>INTEREST INCOME</b>	665	500	500	500
<b>EMPLOYEE CONTRIBUTIONS</b>	5,639	5,600	6,700	7,000
<b>STATE GRANTS</b>	82,527	82,526	92,526	82,526
<b>COPY MACHINE</b>	576	400	526	500
<b>TOTAL REVENUE</b>	<b>1,091,295</b>	<b>1,116,993</b>	<b>1,124,952</b>	<b>1,136,555</b>
<b>FUND TRANSFERS</b>	<b>(65,000)</b>	<b>(65,000)</b>	<b>(65,000)</b>	<b>(55,000)</b>
<b>TOTAL LIBRARY FUND</b>	<b>1,026,295</b>	<b>1,051,993</b>	<b>1,059,952</b>	<b>1,081,555</b>

## LIBRARY FUND

### EXPENDITURES

The 2014 budget request for Library expenditures totals **\$1,100,215**. This year's budget proposal is \$49,784 (4.7%) above the 2013 adopted budget.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	614,188	628,700	610,500	655,000
<b>FRINGE BENEFITS</b>	146,482	151,731	151,675	168,465
<b>MATERIALS/SUPPLIES</b>	207,462	213,700	216,100	220,500
<b>CONTRACTED SERVICES</b>	50,773	54,300	64,300	54,250
<b>EQUIPMENT</b>	1,542	2,000	2,000	2,000
<b>TOTAL</b>	1,020,447	1,050,431	1,044,575	1,100,215

Salaries/Wages: The \$655,000 budget to fund salaries is for:

- Funding for the eight existing full-time library staff members including stipend to employees who have opted out of joining the Township medical plan and employer contribution to deferred compensation plan for department head - **\$455,000**
- Part-time salary budget of **\$200,000**

Fringe Benefits: The budget of **\$168,465** funds the benefits and employer paid taxes for the full-time and part-time staff.

Materials/Supplies: A budget of \$220,500 is requested for:

- New non- juvenile books - **\$90,000**
- New juvenile books - **\$50,000**
- Periodicals - **\$8,000**
- AV materials – **\$38,000**
- Juvenile AV materials - **\$15,500**
- General office supplies, computer supplies and collection processing materials - **\$19,000**

Contractual Services: The contractual services budget totals \$54,250 for:

- MCLINC operating costs to cover administrative, maintenance, telecommunications, connection fees, internet access and hardware replacement - **\$35,000**
- Technology upgrades and expenses - **\$3,000**
- Website maintenance and offsite hosting fees - **\$1,500**

- Maintenance of self-check system - **\$1,500**
- Database license and renewal fees - **\$1,000**
- Lease for copy machine - **\$2,300**
- Printing of informational pamphlets and newsletter and supplies for children's summer reading programs - **\$6,000**
- Postage - **\$100**
- Professional fees and membership dues - **\$2,500**
- Mileage reimbursement - **\$1,350**

Equipment Purchases: A budget in the amount of **\$2,000** is requested for the continued purchase of new and replacement furniture and equipment including additional CD shelving.

## 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 2014, user charges, which finance the operation of the Fleet, are expected to derive \$1,417,468. Amortization charges, which accumulate to finance future replacement of Township vehicles, are projected at \$447,507. A transfer from the Community Reinvestment Fund in the amount of \$52,337 is budgeted in 2014 to supplement the cost of replacement vehicles. Additional sources of revenue are the sale of surplus or used vehicles budgeted at \$81,500 and employee contributions to health insurance premiums at \$5,000.

\$36,067 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 \$23,772 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>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	224,463	111,231	115,145	56,451
<b>REVENUES</b>	1,811,696	1,872,611	1,949,712	1,975,247
<b>EXPENDITURES</b>	1,895,297	1,977,970	1,972,123	2,047,968
<b>FUND TRANSFERS IN</b>	-	-	-	52,337
<b>FUND TRANSFERS OUT</b>	(25,717)	(35,018)	(36,283)	(36,067)
<b>CLOSING FUND BALANCE</b>	115,145	-	56,451	-

## 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 2014 is **\$1,417,468**, an increase of \$16,498 (1.2%) above the 2013 budget.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	334,312	347,000	344,000	356,500
<b>FRINGE BENEFITS</b>	159,622	170,833	168,248	177,168
<b>MATERIALS/SUPPLIES</b>	671,641	745,542	712,100	737,405
<b>CONTRACTED SERVICES</b>	156,060	137,595	172,775	146,395
<b>TOTAL</b>	1,321,636	1,400,970	1,397,123	1,417,468

Salaries/Wages: The 2014 budget recommends **\$351,500** for salaries for five full-time employees and 50% of the salary and employer contribution to deferred compensation plan of the Public Works/Fleet and Facilities Director. Overtime is budgeted at **\$5,000**.

Fringe Benefits: Expenses for benefits and employer paid taxes total **\$177,168** for the six employees in the department.

Materials/Supplies: The budget for materials and supplies totals **\$737,405** for:

- Gasoline, purchased through consortium bidding, is projected at 66,260 gallons at \$3.12 per gallon - **\$206,731**
- Diesel, also purchased through consortium bidding, is projected at 74,421 gallons at \$3.20 per gallon - **\$238,147**
- Purchase of new tires and tire repairs for all vehicles - **\$70,000**
- Automotive and truck parts for the repair of vehicles in the fleet - **\$125,000**
- Snow equipment parts - **\$30,000**
- Leaf machine parts - **\$9,837**
- Yard waste equipment parts - **\$9,500**
- Chemicals such as anti-freeze, car soap, parts cleaner solvent, service chemicals, fire extinguisher supplies and rust preventative - **\$5,290**.

- Shop supplies for welding supplies, nuts and bolts, shop towels, oil dry, general hardware and general shop supplies - **\$5,500**
- Lubricants for motor oil, transmission fluid, hydraulic oil, gear oil, grease and universal tractor fluid - **\$20,000**
- Minor shop equipment for hand tools, electronic equipment, air tools, drills and lathe tools. - **\$8,050**
- Computer equipment for truck analysis - **\$4,000**
- Uniforms, including rain gear, boots, gloves and safety equipment - **\$4,000**
- Office and computer supplies - **\$1,350**

Contractual Services: The \$146,395 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 - \$85,000
  - Trash packer repairs - **\$25,000**
  - Auto and truck repairs - **\$22,000**
  - Transmission repairs - **\$17,000**
  - Radiator repairs - **\$2,000**
  - Front end alignments - **\$1,000**
  - Recycle equipment repairs - **\$8,000**
  - 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 - **\$8,000**
- Service and repairs to mobile radios - **\$4,000**
- Dues and annual support and updates for fleet software program - **\$1,895**

## INTERNAL SERVICE FUND

### 2014 VEHICLE REPLACEMENT PURCHASES

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>COST</u>
1. Three Police Vehicles	The #5 and #6 patrol vehicles, both of which will have in excess of 110,000 miles, will be replaced. The #89 responder unit, with over 120,000 miles, will also be replaced. All units will be police package Tahoe type vehicles identical to the current police patrol vehicles including the responder unit which is being downsized from a Suburban type to a Tahoe type. The smaller responder unit, saving about \$10,000, can be purchased since much of the required equipment is now smaller. The vehicles will be purchased through the State COSTARS 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.	91,500
2. One Pick-Up Truck	The existing #41 pick-up truck will be replaced which is used by the parks department on a daily basis to pull landscape trailers with all the necessary equipment to maintain the parks year round. The current vehicle will be sent to auction.	28,000
3. One Automated Recycle Truck	This unit will replace the existing #53 semi-automated truck which is a 2006 model year. The unit is being purchased this year while moving back the back-up rear loader one year in an effort to get more of the recycle collection fully automated. This will be a one man truck as opposed to the existing two man truck which will eliminate the need for employees to be crossing the road to grab carts. The new truck will be equipped with a RFID reader to work with the existing RecycleBank carts. Currently, RFID readers are being installed on two automated trash trucks to allow them to assist with the recycle collection once they are finished with trash. We intend to revisit this next year to see how the system is working out and if there is any possibility of reducing the number of trucks as automation continues. Recycle trucks are also a critical part of the township's snow fighting force and are heavily used to keep state and main township roads clear. The replacement unit will be purchased through the PA COSTARS contract	270,000
4. One 5-7 Yard Dump Truck	This unit will be replacing the existing #23 dump truck, which will be 16 years old and is primarily used by the Highway Department. This is a front line dump truck that is used on construction projects during the spring and summer and to pull a leaf collector during the fall. It is also a	157,000

critical part of the snow and ice control program and covers a specific route. The old unit will be replaced with a similar unit which will be purchased off the PA COSTARS contract.

5.	One Tilt Deck Trailer	This unit will replace the #57 trailer which will be 12 years old in 2014. This trailer is used to move paving equipment, skid steer loader and heavy items such as inlet boxes and large pipe. The new unit will be purchased off the PA COSTARS contract.	28,000
6.	Leaf Collector	The new unit will be a 30 cubic yard machine and will replace the current #72 2004 machine which has a 25 cubic yard capacity. These machines are subject to some of the most severe service of any township owned equipment. Downtime on a leaf machine during the leaf collection season causes the collection schedule to fall behind and requires increased overtime costs. Upgrading from 25 to 30 cubic yard capacity has helped keep the leaf collection program on schedule and has reduced the amount of required overtime. The existing unit will be sold at auction.	32,000
7.	Replacement Snow and Ice Removal Equipment	Funds are budgeted for the replacement of a salt spreader and a reversible plow. All equipment will be purchased through the PA COSTARS contract.	24,000
<b>TOTAL</b>			<b>\$630,500</b>

## FIRE PROTECTION FUND SUMMARY

The Fire Protection Fund finances services provided by the Fort Washington Volunteer Fire Company and the Township Office of the Director of Fire Services. Revenues, generated through the real estate property tax, are used to fund the annual operating expenditures for the Fire Company and the Fire Services Department. 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 2014 is **.571 mills**, the same as 2013's rate. At this rate, the Fire Protection Real Estate tax is estimated to generate **\$1,258,495** in revenues. Interest earnings for the fund are estimated at **\$1,000** bringing the total available revenue to **\$1,259,495**.

The proposed 2014 budget for the Fire Protection Fund totals **\$490,792**. Of that amount, **\$384,927** is budgeted to fund the Fort Washington Fire Company and **\$105,865** is budgeted to fund the Fire Services Department.

Of the total excess revenues over expenditures, an amount of **\$542,000** will be transferred to the Debt Service Reserve Fund, earmarked for debt service payments on bond proceeds issued to fund construction of a new fire station. The balance of the excess revenues over expenditures, **\$226,703**, will be transferred to the Fire Capital Fund for current and future capital expenditures and vehicle purchases.

	<b>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	-	-	-	-
<b>REVENUES</b>	1,261,949	1,256,138	1,256,800	1,259,495
<b>EXPENDITURES</b>	464,002	523,592	466,091	490,792
<b>FUND TRANSFERS</b>	(797,947)	(732,546)	(790,709)	(768,703)
<b>CLOSING FUND BALANCE</b>	-	-	-	-

Details on the budget requests for the Fire Services Department 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, the Fort Washington Fire Company, Civic Groups and Local, State and Federal agencies. The position provides supervision to the Fire Marshal, performs fire protection and public safety planning and is involved with Township wide fire protection issues. Recommended funding is \$105,865.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
<b>SALARIES/WAGES</b>	81,628	91,200	73,500	72,000
<b>FRINGE BENEFITS</b>	28,375	29,205	16,311	9,365
<b>MATERIALS/SUPPLIES</b>	2,791	9,000	8,000	10,000
<b>CONTRACTED SERVICES</b>	1,013	3,000	25,500	2,500
<b>VEHICLE O&amp;M FEES</b>	5,543	6,240	17,500	12,000
<b>TOTAL</b>	119,349	138,645	140,811	105,865

Salaries/Wages: The budget request provides \$72,000 for:

- The Fire Services Administrator's salary and employer contribution to deferred compensation plan. In 2014, the position is budgeted at three days per week with the employee performing additional duties in the Code Enforcement Department the other two days - **\$56,500**
- Part time administrative assistant position at 20 hours per week - **\$15,500**

Fringe Benefits: The cost of benefits and employer paid taxes is **\$9,365**.

Materials/Supplies: The \$10,000 budget is for:

- General office, computer supplies and Fire Prevention Week supplies - **\$2,500**
- Uniforms and fire fighting equipment - **\$4,000**
- Purchase of minor equipment such as radio charger, fire extinguisher brackets and hand tools - **\$3,500**

Contractual Services: The \$2,500 budget is for:

- Subscriptions and dues for the Director and Fire Marshal - **\$1,500**
- Printing of map books and pre plans - **\$1,000**

Vehicle O&M Fees: Charges for the operation and maintenance of the Township vehicle operated by the Administrator - **\$12,000**.

## FIRE PROTECTION FUND

### FORT WASHINGTON FIRE COMPANY

The Fort Washington Volunteer Fire Company provides fire protection services for Upper Dublin Township. Fort Washington Fire Company's proposed budget to fund its operations totals \$398,427. Of that total, the Township contribution to support the operations is \$384,927. This is essentially the same amount as budgeted in 2013. The balance of the Fire Company's operating costs is funded from Pennsylvania Turnpike proceeds totaling \$13,500.

EXPENDITURE CATEGORY	2012 ACTUAL EXPENSES	2013 ADOPTED BUDGET	2013 PROJECTED EXPENSES	2014 ADOPTED BUDGET
SALARIES/WAGES	-	-	-	-
FRINGE BENEFITS	24,066	28,900	24,482	30,000
MATERIALS/SUPPLIES	43,122	-	35,000	11,000
CONTRACTED SERVICES	277,465	356,047	265,798	343,927
<b>TOTAL</b>	<b>344,653</b>	<b>384,947</b>	<b>325,280</b>	<b>384,927</b>

Fringe Benefits: The cost of providing workers compensation insurance to the volunteer fire company is \$30,000.

Materials/Supplies: \$11,000 is budgeted for the purchase of fuel for vehicles.

Contractual Services: The \$348,927 budget is for:

- Direct contribution to Fort Washington Fire Company to fund operations - \$327,427
- Fire Company portion of liability and property insurance - \$16,500

The balance of Fort Washington Fire Company's funding is derived from revenues received from the Pennsylvania Turnpike Commission. In 2014, these estimated revenues total \$13,500.

REVENUE CATEGORY	2012 ACTUAL REVENUE	2013 ADOPTED REVENUE	2013 PROJECTED REVENUE	2014 ADOPTED REVENUE
PA TURNPIKE FEES	16,200	13,500	14,500	13,500

## 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 2014, \$226,703 is budgeted as a transfer from the Fire Protection Fund. Interest earnings are budgeted at \$1,000.

Details on the proposed \$583,000 in expenditure items are provided on the following page.

	<b>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	1,299,732	517,457	715,282	711,491
<b>REVENUES</b>	780	500	3,500	1,000
<b>EXPENDITURES</b>	833,176	97,500	248,000	583,000
<b>FUND TRANSFERS</b>	247,947	182,546	240,709	226,703
<b>CLOSING FUND BALANCE</b>	715,283	603,003	711,491	356,194

## FIRE CAPITAL FUND EXPENDITURES

2014

### CAPITAL EQUIPMENT EXPENDITURES

1.	Purchase of Squad 88-1 to replace a 1999 Squad	\$535,000
	<b>Total Capital Equipment</b>	<b>\$535,000</b>

### FIRE TRAINING CENTER/BUILDING IMPROVEMENTS

1.	Improvements to Burn Brae Station: Replace generator and improve exterior	\$43,000
2.	Funding for design work for Burn Brae Firehouse and Fire Training grounds future improvements	\$5,000
	<b>Total Building Improvements</b>	<b>\$48,000</b>

**TOTAL CAPITAL EXPENDITURES** **\$583,000**

## 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 **1.018 mils** for 2014 and consists of two separate rates: .9212 mils for general debt and .096 mils to fund voter approved electoral debt payments. At these rates, the real estate tax will generate **\$2,243,692** in revenue. An additional **\$2,500** is budgeted as interest income for total revenues of **\$2,246,192**.

A transfer in the amount of **\$542,000** is budgeted from the Fire Protection Fund to finance the debt service on the newly constructed firehouse

The 2014 budgeted debt service expenditures total **\$2,683,584**. Of that amount, **\$2,676,084** is budgeted for debt service on the five outstanding General Obligation Bond issues and **\$7,500** is budgeted for paying agent fees on the outstanding bonds. Details on the 2014 debt service payments are set forth on the following page.

	<b>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	118,182	543,769	572,468	923,468
<b>REVENUES</b>	2,265,101	2,256,094	2,256,000	2,246,192
<b>EXPENDITURES</b>	2,174,821	2,833,168	2,455,000	2,683,584
<b>FUND TRANSFERS</b>	364,006	550,000	550,000	542,000
<b>CLOSING FUND BALANCE</b>	572,468	516,695	923,468	1,030,576

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

## DEBT SERVICE EXPENDITURES

2014

ISSUE	BALANCE OF PRINCIPAL AT 12/31/13	PRINCIPAL PAYMENTS	INTEREST PAYMENTS	TOTAL PAYMENTS
<b>1998 - \$5,500,000 20 Years</b>	1,878,000	342,000	86,313	428,313
Use of funds: Construction of Township Building				
<b>2008 - \$9,000,000 20 Years</b>				
Use of funds: Purchase of open space and storm water management projects	7,624,000	379,000	303,922	682,922
<b>2010 - \$11,855,000 25 Years</b>				
Use of funds: Purchase of open space, storm water management projects and construction of firehouse	10,900,000	335,000	417,390	752,390
<b>2011 - \$5,860,000 10 Years</b>				
Use of funds: Refinance older debt, purchase of open space	5,205,000	450,000	131,003	581,003
<b>2013 - \$6,620,000 20 Years</b>				
Use of funds: Storm water management projects and construction of traffic signal	6,620,000	45,000	186,456	23,1456
<b>PAYING AGENT FEES</b>				7,500
<b>TOTAL EXPENDITURES</b>		1,551,000	1,125,084	2,683,584

NOTE: The total outstanding General Obligation Debt for the Township as of December 31, 2013 is \$44,045,762: \$32,227,000 in principal and \$11,818,762 in interest payments.

## 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 **\$1,400** in 2013.

	2012 ACTUAL TOTALS	2013 ADOPTED BUDGET	2013 PROJECTED TOTALS	2014 ADOPTED BUDGET
<b>OPENING FUND BALANCE</b>				
<b>PRINCIPAL</b>	194,280	194,028	195,728	200,329
<b>INTEREST</b>	49,828	51,725	50,048	51,097
<b>REVENUES</b>	3,422	1,400	5,950	1,400
<b>EXPENDITURES</b>	1,755	1,300	800	1,300
<b>FUND TRANSFERS</b>	-	-	-	-
<b>CLOSING FUND BALANCE</b>				
<b>PRINCIPAL</b>	195,728	194,028	200,329	200,329
<b>INTEREST</b>	50,048	51,725	51,097	51,197

### Trust Principal Amounts

- Dannenberg Trust - **\$100,000**
- Cheston Trust - **51,055**
- Bauman Trust - **20,000**
- North Hills Trust - **22,560**
- Kayser Trust - **6,214**
- \$199,829**

**NON-EXPENDABLE TRUST FUND**

**2014 EXPENDITURES**

1.	Kayser Trust – Annual scholarship to an Upper Dublin High School senior.	300
2.	North Hills Trust – Annual scholarship to a High School senior resident from the North Hills community.	1,000
	<b>TOTAL</b>	<b>\$1,300</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 2014 allocation is **\$531,335**. Anticipated interest earnings of **\$1,000** bring the total available revenue from Liquid Fuels to **\$532,335**. This revenue will be transferred to the Capital Projects Fund for use on road, bridge and storm sewer projects.

	<b>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	-	-	-	-
<b>REVENUES</b>	561,000	536,503	549,835	532,335
<b>EXPENDITURES</b>	-	-	-	-
<b>FUND TRANSFERS</b>	(561,000)	(536,503)	(549,835)	(532,335)
<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.

In 2014, \$175,000 is budgeted as expected interest earnings from the fund reserves.

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

- \$52,337 of income to the Internal Services Fund to fund capital equipment purchases.
- \$175,000 of income to the Capital Projects Fund to fund general capital projects.

	2012 ACTUAL TOTALS	2013 ADOPTED BUDGET	2013 PROJECTED TOTALS	2014 ADOPTED BUDGET
<b>OPENING FUND BALANCE</b>				
<b>PRINCIPAL</b>	12,000,000	12,000,000	12,000,000	14,000,000
<b>INCOME</b>	149,792	123,976	196,209	152,131
<b>REAL ESTATE TAX REVENUE</b>	302	-	10	-
<b>INTEREST INCOME</b>	246,115	180,000	178,912	175,000
<b>EXPENDITURES</b>	-	-	-	-
<b>FUND TRANSFERS IN</b>	-	-	2,000,000	-
<b>FUND TRANSFERS OUT</b>	(200,000)	(414,689)	(223,000)	(227,337)
<b>CLOSING FUND BALANCE</b>				
<b>PRINCIPAL</b>	12,000,000	11,889,287	14,000,000	14,000,000
<b>INCOME</b>	196,209	-	152,131	99,794

## 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 **\$1,464,801**.

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. 2014 funding sources for recommendation are:

- Annual liquid fuels grant - **\$532,335**
- Interest income - **\$500**
- Curb and sidewalk concrete assessments - **\$50,000**
- Transfer from the Community Reinvestment Fund – **\$175,000**
- Transfer from the Library Fund - **\$55,000**
- Proceeds from the sale of 220 Summit Avenue - **\$150,000**

	<b>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	61,440	87,346	93,446	567,949
<b>REVENUES</b>	360,702	50,500	483,434	200,500
<b>BOND PROCEEDS</b>			250,000	
<b>EXPENDITURES</b>				
<b>GENERAL CAPITAL</b>	1,031,462	1,124,892	988,139	1,464,801
<b>LAND ACQUISITIONS/TRAILS</b>	44,250		68,188	
<b>GRANT FUNDED PROJECTS</b>	138,984		290,341	
<b>FUND TRANSFERS</b>	886,000	987,046	1,087,737	762,335
<b>CLOSING FUND BALANCE</b>	93,446	-	567,949	65,983

## CAPITAL PROJECTS FUND

### 2014 EXPENDITURES

#### ROAD MILLING AND OVERLAY

**\$435,865**

Road milling and overlay of 2.55 miles of road.

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Price</u>
Aidenn Lair Road	Tralee Drive	Arran Way	\$50,041
Barton Drive	Victor Lane	Pinetown Road	55,809
Basswood Grove	entire road		20,908
Bell Lane	Limekiln Pike	Conwell Drive	26,698
Brookwood Drive	entire road		23,160
Denston Drive	Loop Piece	conn. to Fort Washington	70,767
Oakwood Drive	Signal Hill Road	Cul-de-sac	12,159
Pinetree Place	Cory Drive	Cul-de-sac	8,975
Red Maple Grove	entire road		18,094
Shetland Drive	entire road		9,264
Signal Hill Road	entire road		53,011
Twining Road	PA Avenue	Valley Road	86,979

#### ROAD SEAL COAT

**\$81,436**

Application of the Ralumac microsurfacing process and crack sealing on 2.07 miles of road to extend life of structurally sound street.

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Price</u>
Alba Road	entire road		\$10,247
Dillon Road	Travis Lane	Welsh Road	21,056
Golden Drive	entire road		6,680
Hawthorne Lane	Goodman Drive	Tressler Drive	10,616
Ringneck Loop	entire road		8,280
Three Tuns Lane	entire road		8,424
Twining Road	Susquehanna Road	Just before Jeffrey Dr	11,349
Woodlyn Avenue	North Hills Avenue	Jill Road	4,784

#### CURB AND SIDEWALK REPLACEMENT

**\$95,000**

- Areas associated with Township improvement projects require concrete curb and sidewalk replacement. All work will be assessed to property owners. - \$50,000
- Non assessable work including ADA requirements designating handicap access ramps at intersections on all curbed streets and at the North Hills Community Center entrance. - \$45,000

#### REPLACEMENT OF FUEL PUMPS

**\$60,000**

Funds are requested to upgrade tank top to bring the Township into compliance with existing regulations and to replace the two fuel dispensers. The work will include replacement of the fuel island and related piping back to the fuel tanks, upgrading the leak detection system, upgrading the wiring and the vapor recovery system. It will require removal and replacement of the concrete pad over the tank and blacktop around the fuel island area. Township crews will supplement some of the work that will be contracted.

**TRAFFIC SIGNAL AT INTERSECTION OF LIMEKILN PIKE/BELL LANE** **\$250,000**

Funds were secured to finance this project through a general obligation bond issue in 2013. Cost includes right-of way and easements, traffic counts, permitting and construction.

**UNINTERRUPTIBLE POWER SOURCE FOR TRAFFIC SIGNALS** **\$9,000**

- Funds are requested for uninterruptible power source units and batteries in an existing pad mounted signal controller cabinet at the Fort Washington Avenue/Susquehanna Road intersections. - \$5,000
- Additional uninterruptible power source units are requested for the intersection of Limekiln Pike/Dillon Road/Meetinghouse Road as part of the intersection upgrade in 2014 - \$4,000

**COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION** **\$6,500**

Funds are requested for preparation of grant application and submission for a 2015 CDBG. This application will be for the construction of curb, sidewalk and road reconstruction at Renfrew Avenue and Trinity Place and similar to previous projects at Main Street, Randolph Avenue and Ambler Road. If grant is awarded, notification takes place in fall 2014, project can be funded in 2015.

**COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT** **\$79,000**

The Township has received a \$225,000 CDBG to continue the drainage, curb and sidewalk improvements in the Bannockburn Avenue, Renfrew Avenue and Trinity Place area. The funds requested represent the Township grant match and will be used for utility locating, surveying, plan design, oversight of bid process, pre-construction meeting, shop drawing review, construction observation, prepare payment releases, County quarterly reports and other grant required documentation.

**IMPROVEMENTS AT LINDEN AVENUE** **\$93,000**

Funds are requested for reconstruction of Linden Avenue between Summit Avenue and Beechwood Avenue. Cost estimates are based on non-prevailing wage rate since it is assumed Township staff or the Logan Land Development Corporation will complete the work. The funds are for services including construction/demolition, an as-built survey to document Habitat for Humanity construction, redesign of road profile grades to coordinate with prior work completed, preparation of construction drawings, pre-construction meeting, shop drawing review, construction observation and reports, prepare payment releases and review maintenance bonds.

**EAST ORELAND PARK** **\$250,000**

Funds are requested for renovations of East Orelan Park (former home of the EPI Center) and will include the demolition of the existing basketball court, the removal of the existing 5-12 year old playground system, the construction of a new 3/4 size basketball court, the installation of a 5-12 year old playground system, the installation of a 2-5 year old playground system, a small pavilion, additional picnic tables, landscaping, minor stormwater management work, bringing the site to finished grade and final design plans. Funds in the amount of approximately \$50,000 were expended in 2013 for the demolition of the EPI-Center building resulting in an all-in project cost of \$300,000.

**IMPROVEMENTS TO TWINING VALLEY GOLF CLUB** **\$35,000**  
Funds are requested to overlay the parking lot at the Twining Valley Golf Club.  
Recommendation is a 2" overlay performed by an outside contractor.

**REPLACEMENT OF TOWNSHIP BUILDING HVAC SYSTEM** **\$50,000**  
Funds are requested to continue a phased project of replacing the eighteen control units in the Township Building. Four of eighteen original units have been replaced.

**TECHNOLOGY AND BUILDING SECURITY** **\$20,000**

- Purchase of replacement computers, printers and other hardware on the Township network. - **\$7,500**
- Funding for changes to the Township Building to improve workplace safety - **\$7,500**
- Purchase of replacement building security equipment - **\$5,000**

**GRAND TOTAL** **\$1,464,801**

## 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. The Township issued general obligation debt in the amounts of \$1.5 million in 2008, \$300,000 in 2010 and \$3 million in 2013 to fund storm water projects.

In addition, \$5,000 is budgeted as expected interest earnings from the balance of the bond issue proceeds.

The following page provides a description of projects scheduled for 2014.

	2012 ACTUAL TOTALS	2013 ADOPTED BUDGET	2013 PROJECTED TOTALS	2014 ADOPTED BUDGET
<b>OPENING FUND BALANCE</b>	1,077,385	78,385	584,011	2,295,011
<b>REVENUES</b>	48,304	3,007,500	3,001,000	5,000
<b>EXPENDITURES</b>	541,678	2,500,000	1,290,000	927,900
<b>FUND TRANSFERS</b>	-	-	-	-
<b>CLOSING FUND BALANCE</b>	584,011	585,385	2,295,011	1,372,111

The balance at the end of 2014 is held in reserve to fund additional storm water projects in future years.

## **STORM WATER MANAGEMENT RESERVE FUND**

### **2014 EXPENDITURES**

**STORM WATER MANAGEMENT PROJECTS** **\$927,900**

Continuation of neighborhood storm water projects that began in 2012. These projects will help to alleviate the many flooding issues that have been identified throughout the Township. Some of the areas in the Township that will be addressed in 2014 include Highland Avenue at Pinetown Road, Dillon Road, Camphill Road, Holly Hill, Virginia Drive, Pennsylvania Avenue at Commerce Drive and Aidenn Lair Basin.

As an efficient and least cost approach to managing the various projects, a part time in-house project engineer has been hired to design, budget, bid and oversee the projects.

**TOTAL STORM WATER MANAGEMENT PROJECTS** **\$927,900**

## ECONOMIC DEVELOPMENT FUND SUMMARY

The Economic Development Fund was 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 was generated through a transfer from a reserved fund balance in the Township's General Fund. Subsequent funding sources include grant funding, debt financing and transfers from the Community Reinvestment Fund.

In 2012, the Township received state grant funding for the construction of two flood retarding structures, one on the Rapp Run and one on the Pine Run. The total estimated cost for the project, construction of which will be substantially completed by the end of 2013, is \$15.2 million with grant funding covering \$11.8 million of that total.

Funds are budgeted in 2014 to fund the completion of the flood retarding structure construction and to finance costs related to the economic redevelopment of the Fort Washington Office Park.

	<b>2012 ACTUAL TOTALS</b>	<b>2013 ADOPTED BUDGET</b>	<b>2013 PROJECTED TOTALS</b>	<b>2014 ADOPTED BUDGET</b>
<b>OPENING FUND BALANCE</b>	101,775	-	460,195	150,695
<b>REVENUES</b>	1,201,257	3,500,000	13,970,500	-
<b>EXPENDITURES</b>	842,837	3,500,000	12,280,000	150,695
<b>FUND TRANSFERS</b>	-	-	(2,000,000)	-
<b>CLOSING FUND BALANCE</b>	460,195	-	150,695	-

**FUND TRANSFERS**

		<b>2013 PROJECTED</b>	<b>2014 ADOPTED</b>
<b>GENERAL FUND</b>	To Capital Projects Fund	(250,000)	-
	To Pension Funds	(962,608)	(970,011)
<b>LIBRARY FUND</b>	To Capital Projects Fund	(65,000)	(55,000)
<b>PARKS &amp; REC FUND</b>	To Pension Fund	(84,661)	(84,156)
	From Open Space Fund	55,000	-
<b>OPEN SPACE FUND</b>	To Parks and Rec Fund	(55,000)	-
<b>FIRE PROTECTION FUND</b>	To Fire Capital Fund	(240,709)	(226,703)
	To Debt Service Fund	(550,000)	(542,000)
<b>FIRE CAPITAL FUND</b>	From Fire Prot Fund	240,709	226,703
<b>INTERNAL SERVICES FUND</b>	To Pension Fund	(36,283)	(36,067)
	From CRF	-	52,338
<b>CAPITAL PROJECTS FUND</b>	From Liquid Fuels Fund	549,737	532,335
	From CRF	223,000	175,000
	From Library Fund	65,000	55,000
	From General Fund	250,000	-
<b>ECONOMIC DEVELOPMENT FUND</b>	To CRF	(2,000,000)	
<b>COMMUNITY REINV. FUND</b>	To Capital Projects Fund	(223,000)	(175,000)
	To Internal Services Fund	-	(52,338)
	From Eco Dev	2,000,000	
<b>LIQUID FUELS FUND</b>	To Capital Projects Fund	(549,737)	(532,335)
<b>DEBT SERVICE FUND</b>	From Fire Prot Fund	550,000	542,000
<b>PENSION FUND</b>	From General Fund	962,608	970,011
	From P & R Fund	84,661	84,156
	From Int Services Fund	36,283	36,067

**Staffing Level  
Full-Time Positions  
2014**

	ADMINI- STRATION /FINANCE	CODE ENFORCE- MENT	LIBRARY	FIRE SERVICES	ENGIN- EERING	HIGH- WAY	SANITA- TION	FLEET & FACILITY	P&R	POLICE	TOTAL
TOWNSHIP MANAGER CHIEF	1										1
DEPARTMENT DIRECTOR	1	1	1	0.5	0.5			0.5	1	2	5.5
COORDINATOR/ADMINISTRATOR	2				1				3		8
ADMINISTRATIVE ASS'T	1				1				1		3
FIRE MARSHAL				1							1
INSPECTOR		2.5			1						3.5
DRAFTSMAN					1						1
BOOKKEEPER	3										3
PROFESSIONAL LIBRARIAN			5								5
STAFF LIBRARIAN			2								2
SERGEANT										6	6
CORPORAL										6	6
DETECTIVE										4	4
JUVENILE OFFICER										1	1
PATROL OFFICER										21	21
DISPATCHER/RECORDS CLERK										6	6
SUPERINTENDENT						1	1		1		3
ASSISTANT SUPERINTENDENT						1	1				2
FOREMAN						3		1	1		5
GROUP LEADER									1		1
EQUIPMENT OPERATOR						10	10		2		22
MAINTENANCE LABORER							3		3		6
MECHANIC								4			4
CARETAKER *									1		1
<b>TOTAL</b>	<b>8</b>	<b>5.5</b>	<b>8</b>	<b>1.5</b>	<b>4.5</b>	<b>15</b>	<b>15</b>	<b>5.5</b>	<b>14</b>	<b>46</b>	<b>123</b>
* Shared position with UDSD											
Shaded cells reflect new positions in 2014 budget											