

TOWNSHIP OF UPPER DUBLIN
MONTGOMERY COUNTY, PENNSYLVANIA
2011 BUDGET

BOARD OF COMMISSIONERS

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PAUL A. LEONARD

ASSISTANT TOWNSHIP MANAGER

JONATHAN K. BLEEMER

**UPPER DUBLIN TOWNSHIP
2011 BUDGET
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**ALL FUNDS REVENUE SUMMARY
2011**

	GENERAL FUND	PARKS & REC	OPEN SPACE	LIBRARY	DEBT SERVICE	FIRE PROT	FIRE CAPITAL	INTERNAL SERVICES	CAPITAL PROJECTS	COMM REINV	LIQUID FUELS	NON-EXPEN TRUSTS	STORM WATER MGT	ECONOMIC DEV	TOTAL
REVENUE CATEGORY															
REAL ESTATE TAXES	5,690,040	1,405,477		884,766	1,839,982	1,120,851									10,941,116
LOCAL ENABLING TAXES	7,450,000														7,450,000
LICENSES AND PERMITS	995,500														995,500
FINES AND FORFEITS	107,000														107,000
INTEREST AND RENT	324,000	3,500	1,000	400	6,000	1,500	9,000		1,000	250,000	2,000	4,000	2,000		604,400
GRANTS AND GIFTS	920,438	42,055		82,536				19,954			540,951				1,605,934
DEPARTMENT EARNINGS	541,000	450,052	18,000	44,300				1,718,050							2,771,402
ASSESSMENTS									50,000						50,000
MISCELLANEOUS	36,500	4,800		1,900				550							43,750
REVENUE TOTAL	16,064,478	1,905,884	19,000	1,013,902	1,845,982	1,122,351	9,000	1,738,554	51,000	250,000	542,951	4,000	2,000	-	24,569,102
LESS: VEHICLE RENTAL ADJUSTMENT															(1,644,350)
INTERFUND TRANSFERS	(735,563)	(55,963)	-		-	(736,710)	736,710	(25,829)	844,724	(355,964)	(542,951)			54,191	(817,355)
NET REVENUES	15,328,915	1,849,921	19,000	1,013,902	1,845,982	385,641	745,710	1,712,725	895,724	(105,964)	-	4,000	2,000	54,191	22,107,397

ALL FUNDS EXPENDITURE SUMMARY

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	9,653,201	9,890,351	9,758,713	10,042,059
FRINGE BENEFITS	2,902,371	3,100,299	3,053,323	3,296,514
MATERIALS/SUPPLIES	1,624,015	1,695,633	1,686,870	1,678,394
CONTRACTED SERVICES	4,368,220	4,163,041	5,336,390	4,072,932
EQUIPMENT PURCHASES	111,264	56,225	66,113	61,575
CAPITAL	5,802,478	4,945,516	4,916,375	9,672,026
DEBT SERVICE	1,629,378	1,793,695	1,680,694	2,442,958
TOTAL	26,090,927	25,644,760	26,498,478	31,266,458

EXPENDITURE SUMMARY BY FUND

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
GENERAL FUND	15,485,210	16,019,019	15,696,295	16,186,146
PARKS AND RECREATION FUND	1,893,892	1,835,114	1,791,968	1,902,893
SEWER FUND	-	-	-	-
LIBRARY FUND	985,921	986,974	984,414	1,012,394
INTERNAL SERVICES FUND	1,942,423	1,583,930	1,639,600	1,810,351
DEBT SERVICE FUND	1,629,378	1,793,695	1,680,694	1,900,360
FIRE PROTECTION FUND	399,477	407,462	413,682	385,641
NON-EXPENDABLE TRUST FUND	1,400	1,900	1,900	1,900
CAPITAL PROJECTS FUND	4,346,292	2,085,516	2,150,000	906,501
OPEN SPACE PROJECTS FUND	117,306	64,500	112,775	66,300
FIRE CAPITAL FUND	128,051	1,233,500	1,529,000	8,123,698
STORM WATER MGT FUND	357,875	1,165,000	690,000	527,125
ECONOMIC DEVELOPMENT FUND	452,491	110,000	1,450,000	85,000
SUBTOTAL	27,739,716	27,286,610	28,140,328	32,908,308
LESS INTERNAL CHARGES	1,648,789	1,641,850	1,641,850	1,641,850
TOTAL	26,090,927	25,644,760	26,498,478	31,266,458

GENERAL FUND SUMMARY

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

The proposed budget recommends revenues totaling **\$16,064,478** to fund all General Fund operating costs and proposed transfers for library expenditures and pension obligations. This is a decrease of \$454,717 below the 2010 budget primarily due to the inclusion of dedicated real estate tax millage to fund the Township Library rather than funding the Library through General Fund revenues. If the Library tax millage were included in the General Fund, revenues would have increased by 421,067 in 2011.

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 **2.56 mils** for 2011, a decrease from the 2010 rate due to the switch to Library dedicated millage. At this rate, the property tax is expected to generate **\$5,591,040** which is 35% of all General Fund revenue. The value of one mil is estimated to equal \$2,240,000 in 2011. Due to assessment reductions of certain commercial properties within the Township, the value of one mil has been decreasing in recent years after totaling as high as \$2,267,000 in 2007.

The EIT is projected to generate **\$6,100,000** in revenue from the 1% tax, an amount equal to 38% 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 \$1.5 million of the EIT revenue is projected to be received from non-residents working in Upper Dublin who reside in municipalities that do not impose the EIT. This is down from a high of \$2.7 million in 2000 and is subject to diminish further over future years as other taxing districts enact the EIT requiring Upper Dublin to remit receipts from the tax to the non-residents' home community.

The remaining general fund revenue is derived from the Real Estate Transfer Tax (**\$550,000**), Local Services Tax (**\$800,000**), delinquent and interim property taxes (**\$99,000**), department earnings (**\$541,000**), licenses and permits (**\$995,500**), intergovernmental grants (**\$920,438**), interest earnings and rents (**\$324,000**), fines and forfeits (**\$107,000**) and other revenues (**\$36,500**).

General Fund expenditures are proposed at **\$16,186,146** with details provided on the ensuing pages. This is a **\$167,127** or 1.04% increase over the 2010 budget compared to previous years increases as shown below:

- 2004 - 4.1%
- 2005 - 2.9%
- 2006 - 5.9%
- 2007 - 6.8%
- 2008 - 0.9%
- 2009 - 2.9%

- 2010 - 1.4% (projected)

One budgeted transfer out of the General Fund is proposed for 2011:

- **\$735,563** is budgeted to fund the Township's actuarially determined minimum municipal obligation (MMO) to each of its two pension funds. This is an increase of \$237,378 over the 2010 transfer. The MMO is offset through a contribution from the Commonwealth's General Municipal Pension System state aid. That amount is expected to total \$478,515 in 2011. The difference of \$257,048 must be derived from General Fund revenues. In 2010, the General Fund contribution to fund the MMO totaled \$19,670.

At the proposed revenue, expenditure and transfer levels, the 2011 fiscal year will end with an **\$1,029,408** fund balance, an amount equal to **6.1%** of total expenditures and transfers out.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	2,493,083	1,696,146	1,969,456	1,886,939
REVENUES	16,304,183	16,519,195	16,956,532	16,064,478
EXPENDITURES	(15,485,210)	(16,019,019)	(15,696,295)	(16,186,146)
FUND TRANSFERS IN	154,914	-	-	-
FUND TRANSFERS OUT	(1,497,514)	(1,350,818)	(1,342,754)	(735,563)
CLOSING FUND BALANCE	1,969,456	845,504	1,886,939	1,029,408

GENERAL FUND

REVENUES 2011

	2009	2010	2010	2011
	ACTUAL	ADOPTED	PROJECTED	ADOPTED
	<u>REVENUES</u>	<u>REVENUES</u>	<u>REVENUES</u>	<u>REVENUES</u>
<u>REAL ESTATE TAXES</u>				
Real Estate Taxes – Current	5,599,022	6,301,259	6,100,000	5,591,040
Real Estate Taxes – Delinquent	56,729	65,000	75,000	75,000
Real Estate Taxes – Interim	15,438	15,000	10,000	15,000
Real Estate Taxes - Penalties	7,716	9,000	8,500	9,000
TOTAL	5,678,905	6,390,259	6,193,500	5,690,040
<u>LOCAL ENABLING TAXES</u>				
Earned Income Tax	6,381,654	5,950,000	6,050,000	6,100,000
Real Estate Transfer Tax	536,893	575,000	550,000	550,000
Local Services Tax	738,821	825,000	790,000	800,000
TOTAL	7,657,368	7,350,000	7,390,000	7,450,000
<u>FINES AND FORFEITS</u>				
Court Fines	96,760	105,000	105,000	105,000
Vehicle Code Violations	610	2,500	1,500	2,000
TOTAL	97,370	107,500	106,500	107,000
<u>INTEREST AND RENT</u>				
Interest Earnings	69,643	75,000	50,000	50,000
Twining Valley Lease	100,217	100,000	97,131	100,000
Rent from NHCC	19,092	19,000	19,000	19,000
Other Rent	142,420	138,000	147,000	155,000
TOTAL	331,372	332,000	313,131	324,000
<u>GRANTS AND GIFTS</u>				
Public Utility Realty Tax	24,466	24,500	25,369	25,500
State/Federal Grants	104,306	100,000	296,686	120,000
Beverage License Tax	4,550	4,550	4,550	4,550
Casualty Insurance Premium Tax	448,207	466,073	478,515	478,515
Fire Insurance Premium Tax	259,313	259,313	291,873	291,873
TOTAL	840,842	854,436	1,096,993	920,438

	2009 ACTUAL REVENUES	2010 ADOPTED REVENUES	2010 PROJECTED REVENUES	2011 ADOPTED REVENUES
<u>DEPARTMENT EARNINGS</u>				
Zoning/Development Fees	1,850	7,500	2,200	3,500
Zoning Hearing Board Fees	18,500	22,000	20,500	22,000
Sale of Maps and Documents	3,212	3,500	1,500	2,000
Fire Marshal Reports	18,233	20,000	11,000	15,000
Special Police Services	216,407	180,000	200,000	150,000
Crossing Guard Services	67,901	70,000	71,331	72,000
Finance Department Services	101,530	100,000	102,000	102,000
Police Report Fees	23,704	23,000	31,000	31,000
Contracted Snow Removal	55,329	55,000	116,475	56,000
Cart Fees	450	1,000	1,800	1,000
Sanitation Services	38,692	39,000	38,100	38,500
Recycling Revenue	52,522	45,000	48,000	48,000
TOTAL	598,330	566,000	643,906	541,000
<u>LICENSES AND PERMITS</u>				
Street Opening Permits	17,552	22,000	26,500	25,000
Building Permits	269,593	320,000	320,000	320,000
Electrical Permits	37,325	45,000	87,000	70,000
Plumbing Permits	60,497	55,000	140,000	70,000
Sewage Permits	440	500	1,000	500
Use & Occupancy Permits	11,580	12,000	10,000	12,000
Housing Permits	18,930	5,000	1,500	21,000
Property Transfer Fees	-	-	12,000	12,000
Cable TV Franchise Fees	426,377	425,000	455,000	465,000
TOTAL	842,293	884,500	1,053,000	995,500
<u>MISCELLANEOUS</u>				
Insurance Claims	122,007	-	93,402	-
Benefit Contributions	41,101	34,000	35,000	36,000
Workers Comp Reimbursements	45,171	-	31,000	-
Sale of Fixed Assets	49,284	-	-	-
Other Sources	140	500	100	500
TOTAL	257,703	34,500	159,502	36,500
TOTAL GENERAL FUND REVENUE	16,304,183	16,519,195	16,956,532	16,064,478

GENERAL FUND

COST CENTER SUMMARY

COST CENTER	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
Boards and Commissions	50,732	58,601	57,169	55,389
Administration	1,496,176	1,483,263	1,417,158	1,470,728
Finance	630,059	668,590	665,434	678,879
Real Estate Tax Collector	20,455	21,065	21,617	21,652
Township Buildings	497,341	535,023	521,909	520,812
Police	6,232,940	6,368,390	6,220,180	6,462,547
Fire Marshal	104,756	107,990	107,612	110,720
Code Enforcement	506,438	545,831	500,262	536,716
Sanitation	2,144,824	2,260,475	2,208,953	2,298,300
Engineering	2,149,078	1,099,117	1,101,965	1,112,606
Street Cleaning	150,600	204,106	191,806	191,806
Snow and Ice Removal	285,806	259,033	288,620	257,180
Traffic Signal Maintenance	127,729	141,500	128,700	128,000
Street Light Maintenance	252,218	260,000	273,000	275,500
Storm Sewers	112,524	128,400	120,400	122,300
Road Maintenance	255,000	1,407,705	1,363,026	1,431,883
Emergency Services	276,313	276,313	308,873	308,873
Fire Hydrants	106,598	106,939	106,500	106,939
Real Estate Taxes	72,371	73,431	79,861	82,066
Community Contributions	13,250	13,250	13,250	13,250
TOTAL	15,485,210	16,019,019	15,696,295	16,186,146

GENERAL FUND

EXPENDITURE SUMMARY

The General Fund 2011 budget has proposed expenditures totaling \$16,186,146 a 1.0% increase over the 2010 budget. Details on the proposed expenditures for each cost center are provided in the following section.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	7,706,962	7,948,685	7,847,800	8,030,930
FRINGE BENEFITS	2,296,697	2,466,166	2,440,827	2,636,695
MATERIALS/SUPPLIES	661,670	668,450	631,750	626,850
CONTRACTED SERVICES	3,212,792	3,393,918	3,224,068	3,345,821
EQUIPMENT PURCHASES	100,693	47,950	58,000	52,000
VEHICLE O&M FEES	1,506,397	1,493,850	1,493,850	1,493,850
TOTAL	15,485,210	16,019,019	15,696,295	16,186,146

GENERAL FUND

BOARDS AND COMMISSIONS

The recommended budget for the Boards and Commissions in 2011 is **\$55,389**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	34,206	35,100	35,350	35,600
FRINGE BENEFITS	2,781	2,901	2,919	2,939
MATERIALS/SUPPLIES	4,731	9,200	8,800	5,150
CONTRACTED SERVICES	9,015	11,400	10,100	11,700
TOTAL	50,732	58,601	57,169	55,389

Salaries/Wages: The 2011 amount of \$35,600 covers:

- Compensation paid to seven commissioners - **\$23,100**
- Recording Secretary's attendance at, and the transcription of minutes for, public meetings - **\$12,500**

Fringe Benefits: The allocation of **\$2,939** covers employer paid taxes.

Materials/Supplies: Funds are provided for:

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

Contractual Services: Funds are provided to cover:

- The 2011 conference and training budget of \$3,500 includes funds for:
 - Commissioner attendance at the Pennsylvania State Association of Township Commissioners conferences - **\$2,500**
 - 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 - **\$5,200**
- Subscriptions and dues - **\$3,000**

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 2011 totals **\$1,470,728**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	307,478	312,000	311,750	314,000
FRINGE BENEFITS	89,841	86,563	82,907	89,178
MATERIALS/SUPPLIES	19,986	20,500	19,500	20,500
CONTRACTED SERVICES	1,065,892	1,051,250	990,051	1,034,100
VEHICLE O&M FEES	12,980	12,950	12,950	12,950
TOTAL	1,496,176	1,483,263	1,417,158	1,470,728

Salaries/Wages: The proposed budget for 2011 provides:

- Compensation for Manager, Administrative Assistant and Technology Administrator including employer contribution to deferred compensation plan for department head - **\$278,500**
- Part time administrative assistant positions - **\$16,000**
- Funding for human resource function - **\$17,500**
- 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 **\$89,178**.

Materials/Supplies:

- Funds for general office supplies, copier paper and computer supplies. - **\$15,500**
- A budget for the replacement of minor office equipment - **\$5,000**

Contractual Services: Contractual costs are projected to total \$1,034,100 for:

- Insurance coverage for the General Fund's share of Liability, Public Officials and Property and Casualty premiums - **\$170,000**
- General legal fees for:
 - Township solicitor - **\$205,000**
 - Labor counsel - **\$17,000**
 - Civil Service counsel - **\$3,000**
 - Special counsel for building litigation - **\$50,000**
 - Special counsel for other litigation - **\$25,000**

- Engineering charges for general services provided by the Township Engineer, excluding subdivision and development fees. - **\$225,000**
- Planning consultant services - **\$10,000**
- Community Affairs consultant - **\$24,000**
- The telecommunication budget totals \$62,000 for:
 - Long distance - **\$3,500**
 - Local service and line cost charges - **\$26,500**
 - Service fees and annual maintenance contract - **\$10,000**
 - Cellular and Nextel phones - **\$22,000**
- Internet connection fees total \$11,200 for:
 - Fiber connection - **\$9,600**
 - Cable connection fee - **\$1,200**
 - Email relay service - **\$400**
- Costs related to general consulting and contract services are budgeted at \$52,000 for:
 - Stenographer costs for conditional use and special hearings - **\$5,000**
 - Township document management system fees - **\$6,000**
 - Updates to the Township codification - **\$8,000**
 - Property appraisal fees - **\$6,000**
 - Credit card fees - **\$5,000**
 - Traffic studies - **\$4,000**
 - Cost of administration of Township's Retirement Health Savings Plan and Flexible Spending Account Plan - **\$5,000**
 - Special projects including special zoning district reports, economic analysis, inter-municipal task forces and community dispute resolutions - **\$13,000**
- Maintenance and system administration of computer network and website - **\$52,000**
- Civil service costs for the physical and psychological exams, civil service advertising and testing and miscellaneous items - **\$3,500**
- Equipment lease/rental and maintenance costs total \$14,500 for:
 - Photocopier lease - **\$9,500**
 - Postage meter and mail machine - **\$5,000**
- Postage expenses for routine Township business - **\$32,000**
- Printing costs for envelopes, letterhead, business cards and note paper - **\$9,000**
- Advertising expenses for meetings, hearings, bids and job openings - **\$17,000**
- Township information to all residents in the School District calendar - **\$1,500**
- Special event expenses such as employee events, sympathy acknowledgments and meeting expenses - **\$9,000**
- Township Manager approved training expenses for all Township employees other than Police officers who have a training budget within the Police cost center - **\$30,000**
- The subscriptions and memberships budget totals \$11,000 for:
 - State and local associations - **\$3,500**
 - Greater Valley Forge Transportation Management Association - **\$4,000**
 - Miscellaneous subscriptions and dues - **\$3,500**
- Mileage reimbursement for Township business - **\$400**

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

GENERAL FUND

FINANCE

The Finance department is responsible for the fiscal control of the Township assets including the management of cash receipts, accounts payable, investment of cash reserves, collection of earned income tax (EIT), collection of the local services tax (LST), payroll and budget development and control. The Finance department also functions as the collection agent for the earned income tax levied by the Upper Dublin School District. Recommended funding for the department in 2011 is \$678,879.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	439,024	456,250	449,500	445,750
FRINGE BENEFITS	132,854	143,340	150,819	164,429
MATERIALS/SUPPLIES	4,799	5,500	4,800	5,300
CONTRACTED SERVICES	53,381	63,500	60,315	63,400
TOTAL	630,059	668,590	665,434	678,879

Salaries/Wages:

- Funding for the seven full-time in the Finance department including stipend to employees who have opted out of joining the Township medical plan and employer contribution to deferred compensation plan for department head. – **\$378,000**
- Funding for part time employees assigned to the collection of the LST and delinquent EIT. - **\$37,750**
- A budget for the Township receptionist position, a shared position between three part time employees. - **\$30,000**

Fringe Benefits: The cost of employee benefits and employer paid taxes is **\$164,429**.

Materials/Supplies: The cost of office supplies is budgeted at **\$5,300** for computer paper, printer ribbons, storage boxes, binders and general office supplies.

Contractual Services: Contractual services total \$63,400 for:

- Annual independent audit - **\$17,000**
- Postage for mailing EIT and LST forms, delinquent notices and state audit notices - **\$11,500**
- A budget for computer support, maintenance and development including:
 - Modifications to and conversion of EIT software and for EIT state audit fees - **\$3,000**

- Land records software license - **\$1,000**
- Support of and updates to the Township's financial and payroll software - **\$12,000**
- Equipment maintenance fees for system hardware - **\$4,500**
- A printing budget of \$11,000 is allocated for:
 - EIT and LST envelopes, forms and instructions - **\$5,000**
 - Payroll and accounts payable checks and direct deposit advice forms - **\$3,500**
 - 1099 and W-2 forms - **\$1,000**
 - Purchase orders, vouchers and receipts - **\$1,500**
- The filing of civil complaints for the collection of delinquent EIT - **\$2,500**
- Subscriptions and dues - **\$400**
- Mileage reimbursement for personal vehicles used for Township business - **\$500**

GENERAL FUND

TAX COLLECTOR

The proposed 2011 budget of **\$21,652** for the Tax Collector provides funding for the collection of real estate taxes.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	10,000	10,000	10,000	10,000
FRINGE BENEFITS	765	765	765	765
MATERIALS/SUPPLIES	231	250	400	400
CONTRACTED SERVICES	9,458	10,050	10,452	10,487
TOTAL	20,455	21,065	21,617	21,652

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

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

Materials/Supplies: **\$250** is budgeted for miscellaneous office supplies.

Contractual Services: The **\$10,487** in contractual services includes:

- Postage - **\$2,300**
- Printing of real estate tax bills - **\$2,800**
- 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 2011 totals **\$520,812.**

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	13,453	14,935	14,500	15,250
FRINGE BENEFITS	2,239	2,543	2,464	2,567
MATERIALS/SUPPLIES	28,344	30,000	26,000	27,000
CONTRACTED SERVICES	453,304	487,545	478,945	475,995
TOTAL	497,341	535,023	521,909	520,812

Salaries/Wages: A budget of **\$15,250** 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 **\$2,567** 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 \$27,000 and are allocated as follows:

- Janitorial supplies for all buildings - **\$17,500**
- 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 \$475,995 contractual services budget that includes:

- Electricity and gas for administration building and the well at Camphill Road - **\$189,000**
- Additional funds towards the purchase of renewable sources of energy for the Township energy needs - **\$3,000**
- A \$68,000 building maintenance budget for the Township Building that includes:
 - HVAC repairs - **\$20,000**
 - Locksmith services - **\$2,500**
 - Carpet repairs and replacements - **\$4,500**
 - Plumbing services - **\$7,000**

- Electrical services - **\$9,000**
- Fire alarm repairs - **\$3,000**
- General building repairs - **\$22,000**
- Water service to the Township Building - **\$3,500**
- Fuel storage tank insurance - **\$495**
- Janitorial services to clean and maintain the administration building, police department and library - **\$46,000**
- A contract maintenance budget of \$46,000 for the Township Building allocated for:
 - HVAC systems service for administrative building and garage - **\$22,000**
 - Service contract for emergency generator, UPS and water pump - **\$9,000**
 - Exterminating service for administrative building and garage - **\$2,500**
 - Fire alarm system and fire extinguisher service - **\$6,000**
 - Service contract for elevator - **\$1,500**
 - Window and carpet cleaning - **\$5,000**
- Maintenance, repairs and utility costs for the North Hills Community Center total \$55,000 for:
 - Electricity and gas - **\$19,000**
 - Water - **\$2,000**
 - Telephone - **\$1,500**
 - Electrical, plumbing, HVAC and general repairs - **\$7,500**
 - Janitorial service contract - **\$20,000**
 - Fire alarm, elevator, sprinkler and HVAC service contracts - **\$5,000**
- Maintenance and repairs at the Twining Valley Golf Clubhouse - **\$5,000**
- Maintenance, repairs and utility costs for the EPI-Center total \$32,000 for:
 - Heating oil - **\$21,000**
 - Electric, water, pest control and internet costs - **\$8,000**
 - General maintenance and repairs - **\$3,000**
- Utility costs for the Madison Avenue building including electric, phone, water and alarm service - **\$18,000**
- Minor improvements to buildings are budgeted at **\$10,000**

GENERAL FUND

POLICE

The Police department functions to protect the lives and property of the public, to enforce the State and Township laws and to provide service and assistance to the residents of the Township. This objective is met through the combined efforts of the patrol, investigation, traffic safety, detective, juvenile, bike patrol and emergency response team units of the department. To perform these functions, the recommended budget for 2011 totals **\$6,462,547**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	4,406,243	4,541,400	4,404,500	4,506,750
FRINGE BENEFITS	1,126,541	1,224,550	1,200,090	1,309,350
MATERIALS/SUPPLIES	117,057	62,500	72,500	62,500
CONTRACTED SERVICES	137,783	150,990	144,090	190,947
EQUIPMENT PURCHASES	100,693	47,950	58,000	52,000
VEHICLE O&M FEES	344,624	341,000	341,000	341,000
TOTAL	6,232,940	6,368,390	6,220,180	6,462,547

Salaries/Wages: The budget includes funding for 40 sworn officer positions, 1 fewer than budgeted in 2010. 8 full time support staff positions and part time crossing guards are also funded. Funding is recommended for:

- **Salaries for the 40 sworn officers – \$4,018,750**
 - Base pay for all 40 sworn officers and employer contribution to deferred compensation plan for department head - **\$3,302,700**
 - Shift differential pay - **\$57,300**
 - Stipend to officers who have opted out of the Township medical plan - **\$20,000**
 - Longevity pay - **\$74,500**
 - Holiday pay – **\$83,000**
 - Education incentive - **\$92,750**
 - Contractually agreed upon incentive pays - **\$80,000**
 - Clothing allowance - **\$8,500**
 - Non-reimbursable police overtime - **\$140,000**
 - Reimbursable police overtime - **\$160,000**
- Pay for civilian positions of 7 full time dispatchers/data entry clerks and 1 administrative assistant. - **\$358,000**
- Crossing guards of which 50% is reimbursed to the Township from the Upper Dublin School District - **\$130,000**
- Fringe Benefits: The cost of employee benefits, employer paid taxes and tuition reimbursement is **\$1,309,350**.

Materials/Supplies: Costs for materials and supplies total \$62,500 for:

- Office, computer, bicycle repair and investigative supplies - **\$12,000**
- Ammunition for training including range supplies - **\$11,000**
- Uniforms for officers, dispatchers and crossing guards - **\$27,500**
- Photo supplies - **\$1,500**
- Miscellaneous items including commercial washing of police vehicles - **\$6,000**
- Community policing projects including the junior police academy, police field day, teen driving school, junior badges for school children visits and supplies for National Night Out - **\$4,500**

Contractual Services: The budget for contractual services is \$190,947 for:

- Police Professional Liability insurance - **\$47,500**
- Radio maintenance service contracts for the mobile data terminals, portables and dispatch center - **\$16,957**
- Training costs, most of which are for mandatory training - **\$29,000**
- Animal control activities - **\$500**
- Equipment rentals for photocopier, pagers and wireless connections - **\$15,000**
- Maintenance for speedometer, accutrax and radar - **\$2,000**
- Maintenance on Police computer hardware, voice recorder, CPIN, mobile data terminals and Livescan/Video Arraignment - **\$19,000**
- Computer support for police network, CLEAN/NCIC and laptop wireless - **\$19,000**
- Costs associated with computer aided dispatch - **\$30,000**
- Printing of forms, time cards, tickets and field reports - **\$4,000**
- Subscriptions and dues to professional organizations, law journals, crimes code and court access fees - **\$2,800**
- Township's MAERT assessment to cover the cost of uniforms and training needs for the Township's emergency response team - **\$5,190**

Equipment: Equipment purchases total \$52,000 for:

- Replacement of 400 mhz radio system - **\$26,000**
- Purchase of 5 replacement vests - **\$5,000**
- Purchase of 1 computer workstation - **\$1,000**
- Emergency equipment such as flares, EMS supplies and first aid - **\$5,000**
- Conversion of new police vehicles - **\$10,000**
- Purchase of replacement duty weapons - **\$5,000**

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

GENERAL FUND

FIRE MARSHAL

The Fire Marshal enforces fire code regulations in all structures and developments within the Township. Some costs previously funded in this cost center have been moved to the Fire Services Administrator budget. Recommended funding is **\$110,720**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	63,922	65,500	65,500	66,830
FRINGE BENEFITS	23,983	25,590	25,162	26,490
MATERIALS/SUPPLIES	2,824	3,500	3,550	4,000
CONTRACTED SERVICES	320	-	-	-
VEHICLE O&M FEES	13,707	13,400	13,400	13,400
TOTAL	104,756	107,990	107,612	110,720

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 **\$26,490**.

Materials/Supplies: The \$4,000 budget is for:

- Supplies for Fire Prevention Week - **\$1,000**
- Uniforms and fire safety gear - **\$1,000**
- Purchase of hand tools, testing equipment and first aid kits - **\$2,000**

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

GENERAL FUND

CODE ENFORCEMENT

The Code Enforcement department is responsible for enforcing compliance with all plumbing, building, zoning and health ordinances, codes and standards and inspecting all new construction and renovations of existing facilities. The recommended budget in 2011 for Code Enforcement is \$536,716.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	294,266	305,000	328,500	356,000
FRINGE BENEFITS	82,128	87,681	88,042	111,216
MATERIALS/SUPPLIES	7,016	7,600	8,100	7,900
CONTRACTED SERVICES	99,629	121,550	51,620	37,600
VEHICLE O&M FEES	23,398	24,000	24,000	24,000
TOTAL	506,438	545,831	500,262	536,716

Salaries/Wages: The \$356,000 budgeted for salaries is for:

- Funding for the five current full-time staff positions including stipend for employees who have opted out of joining the Township medical plan and employer contribution to deferred compensation plan for department head. - **\$301,600**
- Funding for the Inspector position that has been vacant since 2009 at 4 days per week with the firehouse budget funding the fifth day. - **\$50,400**
- Compensation to the members of the Zoning Hearing Board - **\$3,000**
- Office work overtime – **\$1,000**

Fringe Benefits: The cost of employee benefits and employer paid taxes is **\$111,216**.

Materials/Supplies: The budget for supplies totals \$7,900 allocated for:

- General office, computer and photography supplies - **\$6,000**
- Uniforms - **\$900**
- Purchase of manuals - **\$1,000**

Contractual Services: Contractual services total \$37,600 for:

- Zoning Hearing Board Solicitor fee - **\$10,000**
- Contract services for plan review - **\$1,500**
- Advertising, in the form of zoning hearing notices, conditional use notices and amendments to Township codes - **\$4,500**
- Stenographer appearance fees at Zoning Hearing Board meetings - **\$5,000**
- Archiving of building plans submitted to the department - **\$1,500**

- Printing costs for all forms, applications, licenses and zoning and subdivision codebooks - **\$2,000**
- Lease payments and equipment maintenance on photocopier - **\$5,400**
- Rodent, grass, weed and mosquito control - **\$4,500**
- Geo Plan software license and user fees - **\$1,000**
- 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 **\$24,000**.

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 2011 is **\$2,298,300**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	854,510	892,500	888,200	926,750
FRINGE BENEFITS	362,831	389,775	391,253	410,350
MATERIALS/SUPPLIES	24,094	30,500	20,500	22,700
CONTRACTED SERVICES	513,744	561,700	523,000	552,500
VEHICLE O&M FEES	389,645	386,000	386,000	386,000
TOTAL	2,144,824	2,260,475	2,208,953	2,298,300

Salaries/Wages: The proposed budget for 2011 provides **\$843,250** in wages for 16 full-time employees.

Part-time labor required to complete crews and to cover full-time employee absences totals **\$75,000**. The budgeted amount estimates the need for four part-time employees working nine months of the year.

Overtime pay is projected at **\$5,000** for delays at the Abington Transfer Station, to complete daily routes, especially on heavy collection days after holidays and may be required for a Saturday pick-up during the winter months due to weather conditions. Use of automated trucks has resulted in fewer delays at the Abington Transfer Station.

Fringe Benefits: Employee benefits and employer paid taxes total **\$410,350**.

Materials/Supplies: The \$22,700 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 - **\$6,000**
- 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 - **\$3,000**
- CDL license fees for all department operators - **\$1,000**
- First aid and safety equipment to be placed in all Township vehicles - **\$700**

- Purchase of wheels, axles, lids and other non-warranty parts required to keep the 8,200 refuse carts and 6,200 yard waste carts functional. Also, purchase of additional carts to replace damaged carts, provide a second cart for a fee or to distribute carts to new homeowners - **\$12,000**

Contractual Services: The budget for waste disposal fees totals \$548,500 for the cost of tipping fees, RecycleBank fees, and white goods disposal pickups.

The 2011 per ton tipping fee charged by the Waste System Authority of Eastern Montgomery County to all waste generators is \$2/ton higher than 2010 at \$65.00 per ton. Due to increased recycling volume, estimated tonnage decreases from 7,900 to 7,700 for an estimated cost of **\$500,500**. Waste disposal volume peaked in 2003 at 10,700 tons.

50% of the Townships savings generated by increased recycling volume is contractually due to RecycleBank. It is estimated that in 2011, payments to RecycleBank will cost **\$35,000**.

An additional **\$13,000** 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 \$45,000 in 2011 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 - **\$1,000**
- Rental of a portable toilet at the leaf collection site - **\$1,100**
- Rental of dumpster, truck or roll off for specific work - **\$900**

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

GENERAL FUND

PUBLIC WORKS DEPARTMENT SUMMARY

The Public Works department is responsible for the engineering, 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 **\$3,519,275**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	1,283,860	1,316,000	1,340,000	1,354,000
FRINGE BENEFITS	472,733	502,460	496,406	519,411
MATERIALS/SUPPLIES	452,588	498,900	467,600	471,400
CONTRACTED SERVICES	401,733	466,000	447,011	457,964
VEHICLE O&M FEES	722,042	716,500	716,500	716,500
TOTAL	3,332,955	3,499,860	3,467,517	3,519,275

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 **\$1,112,606** in 2011.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	954,789	291,000	302,000	301,000
FRINGE BENEFITS	447,852	72,417	71,699	74,842
MATERIALS/SUPPLIES	13,497	7,700	5,200	5,800
CONTRACTED SERVICES	10,897	11,500	6,566	14,464
VEHICLE O&M FEES	722,042	716,500	716,500	716,500
TOTAL	2,149,078	1,099,117	1,101,965	1,112,606

Salaries/Wages: The budget of **\$301,000** funds:

- Salaries for the four existing full-time employees in the Administration division of the Public Works department. Funding for Highway division staff has been transferred to the Highway cost center. Also included is stipend to employee who has opted out of joining the Township medical plan - **\$251,000**
- 50% of the salary of the Public Works/Fleet and Facilities Director. The balance of this employee's salary is budgeted in the Fleet department - **\$50,000**

Fringe Benefits: Benefit costs and employer taxes for the four full-time employees are budgeted at **\$74,842**.

Materials/Supplies: Expenses in this category total \$5,800 for:

- General office and computer supplies - **\$3,000**
- Engineering field supplies - **\$1,000**
- Uniforms and safety equipment for Administration staff - **\$1,800**

Contractual Services:

- Mileage reimbursement for personal vehicles used for Township business - **\$500**
- Lease payments and equipment maintenance for large document scanner/printer - **\$2,064**
- Summer internship program - **\$3,000**
- Inspection of bridges and culverts by outside Engineering firm - **\$8,000**
- Dues and subscriptions - **\$900**

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

GENERAL FUND

LEAF COLLECTION

The cost of the Township leaf collection program and street sweeping program are budgeted in this cost center. Recommended funding for 2011 is **\$191,806**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	138,906	187,000	175,000	175,000
FRINGE BENEFITS	10,644	14,306	14,306	14,306
MATERIALS/SUPPLIES	1,050	2,800	2,500	2,500
CONTRACTED SERVICES	-	-	-	-
TOTAL	150,600	204,106	191,806	191,806

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 - **\$55,000**
- Overtime for crews to work, if necessary, on weekends to complete the program - **\$30,000**

Fringe Benefits: The cost of employer paid social security taxes for the salaries and wages allocated to this cost center totals **\$14,306**.

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 - **\$2,500**

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 2011 budget of **\$257,180** provides funds to maintain this level of service.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	136,536	105,000	150,000	120,000
FRINGE BENEFITS	10,036	8,033	11,475	9,180
MATERIALS/SUPPLIES	139,234	143,000	125,000	125,000
CONTRACTED SERVICES	-	3,000	2,145	3,000
TOTAL	285,806	259,033	288,620	257,180

Salaries/Wages:

- Full-time salaries allocated for snow and ice removal during regular working hours - **\$30,000**
- Funds are budgeted to remove snow and salt roads during nighttime and weekend hours by Highway, Sanitation and Fleet personnel - **\$90,000**

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 2011, 2,100 tons are estimated at a cost of \$54.28/ton. This is the same volume of rock salt at approximately \$9 per ton lower than the 2010 rate. – **\$114,000**
- Reimbursement of damaged mailboxes up to a \$100 maximum – **\$4,500**
- Food reimbursements for employees working overtime - **\$2,500**
- Snow fencing and deicer used on Township owned sidewalks. - **\$4,000**

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

GENERAL FUND

TRAFFIC SIGNALS, SIGNS AND MARKINGS

The 2011 allocation for traffic signal maintenance and repair, sign installation, line painting and repair of street markings totals **\$128,000**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	-	-	-	-
MATERIALS/SUPPLIES	46,690	44,000	35,000	37,000
CONTRACTED SERVICES	81,039	97,500	93,700	91,000
TOTAL	127,729	141,500	128,700	128,000

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 \$91,000 for:

- Electricity for traffic signals at 41 intersections, 9 school zone signal locations and 6 flashing warning devices. - **\$15,000**
- Line painting of 4” yellow center lines and 4” white edge lines on more heavily traveled collector streets as well as 6” crosswalks, 24” stop bars and arrow markings and letters at signalized intersections - **\$17,000**
- Work performed by the Montgomery County Consortium joint traffic technicians for the maintenance of traffic signals and installation of preemption devices and uninterrupted power sources - **\$35,000**
- Consultant services for second of two year traffic signal review program - **\$10,000**
- 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— **\$14,000**

GENERAL FUND

STREET LIGHTS

The street light budget funds the operating expenses and costs to maintain the Township owned street lights. The budget for 2011 is **\$275,500**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	-	-	-	-
MATERIALS/SUPPLIES	-	-	-	-
CONTRACTED SERVICES	252,218	260,000	273,000	275,500
TOTAL	252,218	260,000	273,000	275,500

Contractual Services:

- Electricity costs for the over 2,000 luminaries in the Township - **\$238,000**
- Street light maintenance, performed under the Montgomery County Consortium maintenance program, to replace poles, bulbs and ballasts - **\$30,000**
- 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 2011 is **\$122,300**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	-	-	-	-
FRINGE BENEFITS	-	-	-	-
MATERIALS/SUPPLIES	60,175	65,400	65,400	69,300
CONTRACTED SERVICES	52,349	63,000	55,000	53,000
TOTAL	112,524	128,400	120,400	122,300

Materials/Supplies: \$69,300 of material needed to maintain the Township's storm sewer system including:

- Materials for inlet repairs and reconstruction - **\$60,200**
 - Inlet boxes - **\$15,000**
 - Pipe - **\$4,600**
 - Concrete - **\$14,000**
 - 1500 tons of modified stone - **\$12,750**
 - Plyform - **\$2,500**
 - Barricades - **\$2,600**
 - Redi-mix - **\$3,000**
 - Bricks, cement, sand, straw, stone, grass seed, redi-mix and lumber - **\$5,750**
- Small tools including shovels, picks, saw blades, tape measures, wheel barrows, bits, torch gases, Rebar and Locator (\$3,500) - **\$9,100**

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. - **\$3,000**
- Removal of unusable storm sewer, street reconstruction and street sweeper debris from the Township facilities - **\$15,000**

GENERAL FUND

HIGHWAY AND ROAD MAINTENANCE

The 2011 budget for highway and road maintenance is **\$1,431,883**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	53,628	733,000	713,000	758,000
FRINGE BENEFITS	4,200	407,705	398,926	421,083
MATERIALS/SUPPLIES	191,942	236,000	234,500	231,800
CONTRACTED SERVICES	5,230	31,000	16,600	21,000
TOTAL	255,000	1,407,705	1,363,026	1,431,883

Salaries/Wages: The budget of \$758,000 funds

- Salaries for the fifteen full-time employees in the Highway division other than time allocated for leaf collection and snow/ice removal. Funds are budgeted separately in those cost centers. - **\$703,000**
- Part-time labor to assist with projects and cover full-time employees' vacation and personal days - **\$40,000**
- Overtime for non-snow related emergency road repairs, extended paving projects, placement of barricades and traffic signal generators - **\$15,000**

Fringe Benefits: Employee benefits and employer paid taxes for the fifteen full-time employees totals **\$421,083**.

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. - **\$207,000**
- Minor tools and supplies for parts for all gasoline powered equipment, hand tools, temporary signs, fencing, two trailers (\$3,500), walk behind saw (\$3,000) and three sets of milling machine teeth (\$4,050) - **\$17,300**
- Uniforms and safety equipment per contractual obligation - **\$6,000**
- Cost of CDL licenses for all equipment operators - **\$800**
- Safety equipment and first aid kits for all department vehicles - **\$700**

Contractual Services: Funding for contractual services totals \$21,000 for:

- Rental of specialty or emergency equipment, if necessary, and the rental of a milling machine and roller to perform the milling and overlay. - **\$18,000**
- Costs for the Pennsylvania One Call System, the notification system for construction near utility lines - **\$3,000**

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 2010 totaled \$291,873.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	-	-	-	-
MATERIALS/SUPPLIES	-	-	-	-
CONTRACTED SERVICES	276,313	276,313	308,873	308,873
TOTAL	276,313	276,313	308,873	308,873

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

- Volunteer Fireman's Relief Association - **\$291,873**
- Community Ambulance of Ambler - **\$14,000**
- Second Alarmer's Ambulance - **\$3,000**

REVENUE CATEGORY	2009 ACTUAL REVENUE	2010 ADOPTED REVENUE	2010 PROJECTED REVENUE	2011 ADOPTED REVENUE
STATE FOREIGN FIRE INSURANCE PREMIUM TAX	259,313	259,313	291,873	291,873

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	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	-	-	-	-
MATERIALS/SUPPLIES	-	-	-	-
CONTRACTED SERVICES	106,598	106,939	106,500	106,939
TOTAL	106,598	106,939	106,500	106,939

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

- Ambler Borough service to 110 hydrants - **\$15,627** (\$142.07 per hydrant)
- Aqua PA service to 204 hydrants - **\$61,812** (\$303.00 per hydrant)
- North Wales Water service to 295 hydrants - **\$29,500** (\$100.00 per hydrant)

GENERAL FUND

REAL ESTATE TAXES

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

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	-	-	-	-
MATERIALS/SUPPLIES	-	-	-	-
CONTRACTED SERVICES	72,371	73,431	79,861	82,066
TOTAL	72,371	73,431	79,861	82,066

Contractual Services: Real estate taxes in the amount of **\$82,066** are budgeted to pay the Montgomery County and Upper Dublin School District real estate tax assessed against the following properties:

PROPERTY	COUNTY TAX	SCHOOL TAX
1500 Twining Road	7,127	66,619
Twining Road Cell Tower Site	300	2,698
1255 Fort Washington Avenue	500	4,822
TOTAL	7,927	74,139

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	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	-	-	-	-
MATERIALS/SUPPLIES	-	-	-	-
CONTRACTED SERVICES	13,250	13,250	13,250	13,250
TOTAL	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
	TOTAL	\$ 13,250

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 2011, the Parks and Recreation Real Estate Tax rate to fund all expenditures is proposed at the rate of .637 mils, an increase of .024 mils over the 2010 rate. At the proposed tax rate, the tax will generate **\$1,405,477** in revenues.

Charges to recreation program participants and park facility users generate **\$450,052** in 2011, an increase of \$40,959 above the 2010 budget. Interest earnings on the fund are expected to add **\$3,500** and employee contributions toward the cost of health benefits are budgeted at **\$4,800**.

Expenditures total **\$1,902,893** in 2011, a decrease of \$67,779 (3.7%) above the 2010 budget. Percentage changes for prior years are shown below:

- 2003 - 9.6%
- 2004 - (-0.7%)
- 2005 - 5.0%
- 2006 - 7.5%
- 2007 - 7.2%
- 2008 - 5.5%
- 2009 - 6.1%
- 2010 - (-5.4%) projected

\$55,963 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 13 full-time parks and recreation employees. A corresponding revenue item of **\$42,055** is budgeted as a contribution from the Commonwealth's General Municipal Pension System state aid towards the Township's pension costs. The difference of \$13,908 must be derived from other sources.

At the proposed revenue, expenditure and transfer levels, the Parks and Recreation fund is expected to end the 2011 fiscal year with a fund balance of **\$7,326**.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	93,639	59,172	58,478	60,298
REVENUES	1,904,082	1,823,337	1,838,113	1,905,884
EXPENDITURES	1,893,892	1,835,114	1,791,968	1,902,893
FUND TRANSFERS	(45,351)	(43,810)	(44,325)	(55,963)
CLOSING FUND BALANCE	58,478	3,585	60,298	7,326

PARKS AND RECREATION FUND

REVENUES

	2009 ACTUAL REVENUES	2010 ADOPTED REVENUES	2010 PROJECTED REVENUES	2011 ADOPTED REVENUES
REAL ESTATE TAXES	1,353,136	1,361,580	1,319,969	1,405,477
INTEREST EARNINGS	5,920	7,500	3,500	3,500
STATE GRANTS	45,351	40,664	46,750	42,055
EMPLOYEE CONTRIBUTIONS	4,548	4,500	4,600	4,800
DEPARTMENT EARNINGS:				
GENERAL TRIPS	45,560	49,760	35,102	54,160
PARK RENTAL	49,382	38,650	43,000	40,000
DONATIONS	38,572	34,400	36,233	32,120
SUMMER PROGRAMS	223,079	176,170	230,553	212,084
OTHER PROGRAMS	97,616	58,358	78,904	71,338
SPECIAL EVENTS	12,350	14,970	8,502	13,950
UNSCHEDULED PROGRAMS	-	11,135	-	
POOL RENTAL	28,569	25,650	31,000	26,400
TOTAL	1,904,082	1,823,337	1,838,113	1,905,884

PARKS AND RECREATION FUND

EXPENDITURE SUMMARY

The Parks and Recreation Fund budget for 2011 totals **\$1,902,893**, an increase of **\$67,779** (3.7%) above the 2010 budget. Details on the proposed expenditures for each of the cost centers are provided in the following section.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	998,312	949,434	922,913	994,254
FRINGE BENEFITS	312,838	315,488	299,741	321,288
MATERIALS/SUPPLIES	251,436	231,079	243,050	247,370
CONTRACTED SERVICES	184,148	195,338	182,651	194,906
EQUIPMENT PURCHASES	4,767	6,275	6,113	7,575
VEHICLE O&M FEES	142,392	137,500	137,500	137,500
TOTAL	1,893,892	1,835,114	1,791,968	1,902,893

PARKS AND RECREATION FUND

COST CENTER SUMMARY

COST CENTER	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
ADMINISTRATION	556,831	488,934	470,056	491,597
RECREATION PROGRAMS	358,863	306,008	329,181	342,078
POOL	78,168	82,810	76,362	76,843
PARK MAINTENANCE	823,080	871,719	833,414	903,870
ROBBINS PARK	41,282	46,474	44,107	47,052
SITWATCH	35,667	39,170	38,849	41,453
TOTAL	1,893,892	1,835,114	1,791,968	1,902,893

PARKS AND RECREATION FUND

ADMINISTRATION

Recommended funding for the Administration cost center totals **\$491,597** in 2011.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	388,123	333,225	323,500	336,758
FRINGE BENEFITS	135,751	121,857	111,935	119,358
MATERIALS/SUPPLIES	1,337	2,300	2,000	2,000
CONTRACTED SERVICES	31,621	31,552	32,621	33,481
TOTAL	556,831	488,934	470,056	491,597

Salaries/Wages: The budget request provides \$336,758 for:

- Five 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 – **\$303,000**
- Part time customer service representatives - **\$31,758**
- Stipend for a college intern to work approximately 400 hours. - **\$2,000**

Fringe Benefits: The budget of **\$119,358** provides employee benefits and employer paid taxes at the proposed staffing level.

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

Contractual Services: The \$33,481 is requested for:

- Liability and Property Insurance premium for Parks and Recreation - **\$10,000**
- Mileage reimbursement for use of personal vehicles - **\$5,000**
- Credit card processing fees - **\$10,000**
- Lease and maintenance for copier to support P&R function - **\$5,130**
- Typewriter and Safari software maintenance fees - **\$2,801**
- Dues and membership fees - **\$550**

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 2011 totals **\$342,078**. Direct costs to provide most programs, trips and events are covered by user fees that are budgeted to generate **\$389,182** in 2011. User fees do not cover the cost to fund North Hills recreation programs budgeted at \$20,000.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	112,544	92,846	102,000	113,965
FRINGE BENEFITS	11,673	10,703	11,314	12,318
MATERIALS/SUPPLIES	160,898	126,772	151,014	140,949
CONTRACTED SERVICES	73,749	75,687	64,853	74,846
TOTAL	358,863	306,008	329,181	342,078

Salaries/Wages: The \$113,965 budget in this cost center is for:

- Summer playground supervisors and staff - **\$34,875**
- Small Folks, camp BIG and X-Zone camp staffs – **\$17,049**
- Salaries for summer theatre programs and other summer programs - **\$26,252**
- Salaries for winter, spring and fall programs - **\$25,476**
- Salaries for Mondauk Common staff attendants - **\$10,313**

Fringe Benefits: The cost of employer paid taxes for the part-time staff is **\$12,318**.

Materials/Supplies: The budget of \$140,949 for recreation supplies is allocated for:

- Summer program supplies - **\$65,777**
- Summer concerts - **\$7,500**
- General recreational supplies - **\$2,075**
- Fall/winter/spring program supplies - **\$44,189**
- Uniforms and identification for park attendants, playground staff and trip staff - **\$1,408**
- Contribution towards summer camp at North Hills Community Center - **\$20,000**

Contractual Services: The budget for contractual services totals \$74,846 for:

- Cost for buses, tickets, admissions, tolls, parking and ticket only services - **\$46,975**
- Costs associated with seasonal special presentations and one time programs - **\$7,850**
- Printing and postage for leisure guides, permits, work requests and receipts - **\$20,021**

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 18th through mid August and on weekends through the end of August. The recommended allocation to fund the pool is **\$76,843**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	34,320	36,078	35,912	37,846
FRINGE BENEFITS	4,640	5,185	5,110	5,320
MATERIALS/SUPPLIES	8,119	13,797	7,455	14,367
CONTRACTED SERVICES	31,090	27,750	27,885	19,310
TOTAL	78,168	82,810	76,362	76,843

Salaries/Wages: Wages are budgeted at **\$37,846** and assume that the pool will be staffed from 12:30 PM to 8:00 PM daily. The budget provides funds for a pool manager, assistant manager, head lifeguards and lifeguards.

Fringe Benefits: The cost of employer paid taxes is **\$5,320**.

Materials/Supplies: The \$14,367 is allocated for:

- Chlorine, muriatic acid and testing chemicals in the standard quantities based on pool water volume and season length - **\$6,017**
- Office supplies for identification bands, staff uniforms and first aid supplies - **\$2,250**
- The purchase of replacement equipment necessary for safe and proper pool operation including replacement umbrellas, hose/reel holder, ORP and pH probes, chemical feed pump, footboard and replacement pump (\$3,000). – **\$6,100**

Contractual Services: The budget of \$19,310 includes:

- Pool electricity - **\$3,560**
- Pool water - **\$3,410**
- Emergency plumbing and building repairs - **\$4,000**
- Safety gloves, bee spray, rain gear and landscape materials - **\$1,665**
- Rebuild motor for main pool - **\$3,000**
- Painting supplies - **\$2,175**
- Janitorial supplies - **\$1,500**

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 \$903,870 in 2011.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	415,510	435,998	411,500	452,127
FRINGE BENEFITS	146,790	161,812	156,409	167,775
MATERIALS/SUPPLIES	73,502	79,510	74,150	81,349
CONTRACTED SERVICES	47,120	58,124	55,242	65,044
EQUIPMENT PURCHASES	4,767	6,275	6,113	7,575
VEHICLE O&M FEES	135,392	130,000	130,000	130,000
TOTAL	823,080	871,719	833,414	903,870

Salaries/Wages: The budget for salaries and wages totals \$452,127 for:

- Seven full-time staff positions including stipend to employees who have opted out of joining the Township medical plan – **\$370,350**
- Two seasonal parks maintenance employees for 38 weeks – **\$41,437**
- Four seasonal parks maintenance employees for 15 weeks - **\$33,840**
- Overtime for emergency call-ins and special events - **\$6,500**

Fringe Benefits: The cost of employee benefits and employer paid taxes for all Parks Maintenance employees - **\$167,775**

Materials/Supplies: The budget for materials and supplies is requested at \$81,349 for:

- The largest item in this category is for park buildings and grounds supplies - \$61,600. Items included in this line item are:
 - Infield mix and turface for ball fields - **\$11,000**
 - Concrete, stone, paint and lumber for parking lots - **\$5,000**
 - Limestone screenings - **\$5,000**
 - Comfort station rentals - **\$3,600**
 - General repairs to fencing and gates - **\$2,000**
 - Athletic field lining materials - **\$6,000**
 - Janitorial supplies for all parks - **\$6,800**
 - Plant materials - **\$3,000**
 - Repairs to playground equipment - **\$5,000**
 - Repairs to Loch Alsh Reservoir - **\$1,200**
 - Playground ground cover - **\$10,000**
 - CHAC and SPARK lighting repairs - **\$2,000**
 - Mondauk Common office door and window - **\$1,000**
- Chemical expenses for bee spray, weed and crabgrass control - **\$7,060**

- Fertilizer and grass seed - \$6,550 for:
 - Seed needed for proper turf maintenance and reseeding - **\$3,750**
 - Fertilizer - **\$2,800**
- Uniforms and safety gear - **\$6,139**

Contractual Services: The cost for contractual services is \$65,044 for:

- Control of Canada Geese at Mondauk Common, CHAC, Pine Run Park and SPARK - **\$15,600**
- Commercial fertilization and broadleaf weed control at Mondauk Common, CHAC, SPARK and Township Building - **\$12,084**
- Electricity at all parks - **\$8,000**
- Water at all parks – **\$2,000**
- Phone service at Mondauk Common and SPARK - **\$960**
- Equipment repairs for tire replacements, mower repairs, tune-ups, small engine repairs and repairs to the parks equipment – **\$14,400**
- Tree maintenance for the removal of trees and stumps and pruning and trimming - **\$12,000**

Equipment Purchases: Small equipment purchases total \$7,575 for:

- Purchase of rakes, shovels, shop tools, chain saws and hand tools – **\$1,575**
- Replacement of two weed whackers - **\$600**
- Replacement of Dewalt drill and purchase of new Dewalt pack- **\$900**
- Replacement of snow blower - **\$2,000**
- Purchase of two back pack blowers - **\$1,000**
- Purchase of paint machine - **\$1,500**

Vehicle O&M Fees: Operating and amortization expenses for the use of vehicle equipment for park maintenance total **\$130,000**.

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 2011 is **\$47,052**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	22,610	23,981	23,001	24,150
FRINGE BENEFITS	10,780	12,318	11,424	12,742
MATERIALS/SUPPLIES	7,323	7,950	7,632	7,935
CONTRACTED SERVICES	569	2,225	2,050	2,225
TOTAL	41,282	46,474	44,107	47,052

Salaries/Wages: Included in the \$24,150 budget is:

- 50% funding, shared equally with the Upper Dublin School District, for one full time maintenance laborer - **\$18,250**
- Summer staff including coordinator, maintenance laborers and gardener - **\$5,900**

Fringe Benefits: The cost of employee benefits and employer paid taxes is **\$12,742**.

Materials/Supplies:

- Maintenance and repair for work on the grounds and various structures at the Robbins Park - **\$3,500**
- Tree maintenance and tree replacement - **\$4,000**
- Supplies for special events - **\$85**
- 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 - **\$550**
- 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 **\$41,453**. Payments in the amount of \$28,000 from the Upper Dublin School District, youth sports organizations and other organizations using Township facilities offset a majority of these costs.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	25,205	27,306	27,000	29,408
FRINGE BENEFITS	3,205	3,614	3,550	3,775
MATERIALS/SUPPLIES	256	750	799	770
CONTRACTED SERVICES	-	-	-	-
VEHICLE O&M FEES	7,000	7,500	7,500	7,500
TOTAL	35,667	39,170	38,849	41,453

Salaries/Wages: A budget of \$29,408 is requested to fund:

- The cost of the part-time park sitewatch staff – **\$27,851**
- Part time labor to set up and maintain Township community meeting rooms - **\$1,557**

Fringe Benefits: The cost of employer paid taxes for all part-time employees totals **\$3,775**.

Materials/Supplies:

- Purchase uniforms, rain gear and badges for the park security officers - **\$420**
- 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 2011 budget. The total estimated cost for these projects is **\$66,300**.

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 2011, revenues are expected in the amount of \$19,000, \$1,000 from interest income and \$18,000 from open space fees.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	151,785	202,868	207,875	99,360
REVENUES	173,396	25,000	4,260	19,000
EXPENDITURES	117,306	64,500	112,775	66,300
FUND TRANSFERS	-	-		-
CLOSING FUND BALANCE	207,785	163,368	99,360	52,060

OPEN SPACE FUND
CAPITAL PROJECTS 2011

<u>PURCHASE OF STEINER TRACTOR WITH ATTACHMENTS</u>	\$22,500
<p>This is piece of equipment will improve ability to remove snow from sidewalks and lots on Township owned properties and to maintain narrower pathways constructed at SPARK. Equipment's smaller wheelbase allows it to stay within concrete boundaries rather than straddle them during snow removal. Recommended purchase includes attachments that will assist with varying snow and ice conditions. Equipment is available on state contract.</p>	
<u>SPARK END ZONE FENCE REPAIR</u>	\$4,800
<p>This project will repair damage caused by balls hitting seam of fence between the two sections of fabric in two interior end zones. Installation of a seamless, heavier gauge, 12 foot high fence fabric will prevent future dimpling and prevent spectator and/or player injuries that may occur due to the current condition of the fence. The cost of the project will be split between the Township, School District and Youth Sports Organizations. The budgeted amount is the Township's cost.</p>	
<u>REPAINT THREE TUNS PARK PLAYGROUND EQUIPMENT</u>	\$4,000
<p>Funds are provided to repaint existing playground structure at Three Tuns Park.</p>	
<u>MONDAUK COMMON ADA RAMP MODIFICATIONS</u>	\$15,500
<p>This project will replace the current homemade ramp system at the Mondauk Common playground with a ramp and landing system that meets ADA and ASTM guidelines. The new ramp will make the playground equipment fully accessible.</p>	
<u>VETERAN'S MEMORIAL PARK AREA DESIGN</u>	\$4,500
<p>Funds are requested to work with a land planning consultant to create a design for a memorial to acknowledge veterans in a Veteran's Area within the park as detailed in the Veteran's Park Land Management Plan.</p>	
<u>REPAIRS AT ROBBINS PARK</u>	\$15,000
<ul style="list-style-type: none">• Repair a failing retaining wall at the park. Current railroad ties will be replaced with concrete and other stone structures. - \$10,000• Repair or replace existing bridges in the park and reinforce eroding stream banks. This is the first of a multi year project to repair and/or replace all bridges in the park that are failing. - \$5,000	
TOTAL	\$66,300

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 2011 is set at .401 mills. At this rate, the Library real estate tax is estimated to generate **\$884,766** in revenues.

State aid to the Library is projected to be \$10,005 less than 2010 aid for a total of **\$82,536**. Department earnings, in the form of fines, lost book charges, interest earnings and miscellaneous items is expecting to total **\$46,600**.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	-	-	-	-
REVENUES	181,936	134,341	139,091	1,013,902
EXPENDITURES	985,921	986,974	984,414	1,012,394
FUND TRANSFERS	803,985	852,633	845,323	-
CLOSING FUND BALANCE	-	-	-	1,508

LIBRARY FUND

REVENUES

	2009 ACTUAL REVENUES	2010 ADOPTED REVENUES	2010 PROJECTED REVENUES	2011 ADOPTED REVENUES
REAL ESTATE TAX	-	-	-	884,766
FINES	36,773	37,500	41,000	41,000
LOST BOOK CHARGES	2,681	2,500	2,900	2,900
INTEREST INCOME	1,018	1,000	400	400
EMPLOYEE CONTRIBUTIONS	1,700	500	1,900	1,900
STATE GRANTS	131,844	92,541	92,541	82,536
PA ACCESS FUNDS	5,542	-	-	-
CONTRIBUTIONS	511	100	-	-
COPY MACHINE	1,867	200	350	400
TOTAL DEPARTMENT REVENUE	181,936	134,341	139,091	1,013,902
TRANSFER FROM GENERAL FUND	803,985	852,633	845,323	-
TOTAL LIBRARY FUND	985,921	986,974	984,414	1,013,902

LIBRARY FUND

EXPENDITURES

The 2011 budget request for Library expenditures totals **\$1,012,394**. Of this amount, **\$883,258** or 87% of the total expenditures is funded through a transfer from the Township General Fund compared to 86% in 2010. The balance of Library expenditures is funded through Library user fees and intergovernmental grants. This year's budget proposal is **\$25,420** above the 2010 adopted budget.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	570,227	596,232	595,000	611,000
FRINGE BENEFITS	107,220	118,692	117,454	127,224
MATERIALS/SUPPLIES	223,366	212,000	212,000	212,000
CONTRACTED SERVICES	79,304	58,050	57,960	60,170
EQUIPMENT	5,805	2,000	2,000	2,000
TOTAL	985,921	986,974	984,414	1,012,394

Salaries/Wages: The \$611,000 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 - **\$418,000**
- Part-time salary budget of **\$193,000**

Fringe Benefits: The budget of **\$127,224** funds the benefits and employer paid taxes for the full-time and part-time staff.

Materials/Supplies: A budget of \$212,000 is requested for:

- New non- juvenile books - **\$85,000**
- New juvenile books - **\$50,000**
- Periodicals - **\$6,500**
- AV materials – **\$31,500**
- Juvenile AV materials - **\$20,000**
- General office supplies, computer supplies and collection processing materials including the implementation of the CoLibri Cover System - **\$19,000**

Contractual Services: The contractual services budget totals \$60,170 for:

- MCLINC operating costs to cover administrative, maintenance, telecommunications, connection fees and internet access - **\$38,000**
- Technology upgrades and expenses - **\$5,000**
- Website maintenance and offsite hosting fees - **\$2,000**
- Contract maintenance, license and renewal fees - **\$3,000**
- Telephone costs for the North Hills branch - **\$420**
- Lease for the current copy machine - **\$1,150**
- Printing of informational pamphlets and newsletter and supplies for children's summer reading programs - **\$6,000**
- Postage - **\$1,200**
- Professional fees and membership dues - **\$2,300**
- Mileage reimbursement - **\$1,100**

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 2011, user charges, which finance the operation of the Motor Pool, are expected to derive **\$1,219,351**. Amortization charges, which accumulate to finance future replacement of Township vehicles, are projected at **\$422,499**. Additional sources of revenue are the sale of surplus or used vehicles budgeted at **\$76,200** and employee contributions to health premiums at **\$550**.

\$25,829 is budgeted as a transfer out of the Internal Services Fund to cover the Township's minimum municipal obligation to the Non-Uniform Pension Fund for the six full-time employees in the department. A corresponding revenue item of **\$19,954** 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.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	227,685	15,072	15,072	116,618
REVENUES	1,749,246	1,710,286	1,761,367	1,738,554
EXPENDITURES	1,942,423	1,583,930	1,639,600	1,810,351
FUND TRANSFERS IN	-	-	-	-
FUND TRANSFERS OUT	(19,436)	(20,220)	(20,221)	(25,829)
CLOSING FUND BALANCE	15,072	121,208	116,618	18,992

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 2011 is **\$1,219,351**, an increase of \$32,421 (2.7%) above the 2010 budget.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	312,376	328,500	325,500	337,000
FRINGE BENEFITS	144,778	155,526	152,091	165,977
MATERIALS/SUPPLIES	484,797	576,704	584,968	587,174
CONTRACTED SERVICES	147,519	126,200	142,490	129,200
TOTAL	1,089,470	1,186,930	1,205,049	1,219,351

Salaries/Wages: The 2011 budget recommends **\$329,000** 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 **\$8,000**.

Fringe Benefits: Expenses for benefits and employer paid taxes total **\$165,977** for the six employees in the department.

Materials/Supplies: The budget for materials and supplies totals \$587,174 for:

- Gasoline, purchased through consortium bidding, is projected at 59,313 gallons at \$2.34 per gallon - **\$138,792**
- Diesel, also purchased through consortium bidding, is projected at 81,054 gallons at \$2.30 per gallon - **\$186,424**
- Purchase of new tires and tire repairs for all vehicles - **\$54,000**
- Automotive and truck parts for the repair of vehicles in the fleet - **\$120,000**
- Snow equipment parts - **\$30,000**
- Leaf machine parts - **\$9,837**
- Yard waste equipment parts - **\$6,000**
- Chemicals such as anti-freeze, car soap, parts cleaner solvent, service chemicals, fire extinguisher supplies and rust preventative - **\$5,500**.

- Shop supplies for welding supplies, nuts and bolts, shop towels, oil dry, general hardware and general shop supplies - **\$4,985**
- Lubricants for motor oil, transmission fluid, hydraulic oil, gear oil, grease and universal tractor fluid - **\$15,000**
- Minor shop equipment for hand tools, electronic equipment, air tools, drills and lathe tools. - **\$7,830**
- Computer equipment for truck analysis - **\$3,500**
- Uniforms, including rain gear, boots, gloves and safety equipment - **\$3,956**
- Office and computer supplies - **\$1,350**

Contractual Services: The \$129,200 in this category is requested for:

- Insurance coverage for Township vehicles - **\$40,000**
 - General and auto liability coverage is budgeted at **\$19,000**.
 - Auto physical damage is budgeted at **\$21,000**.
- Outside body repairs - **\$7,500**
 - Body, paint work and sandblasting on trucks and snow equipment- **\$5,500**
 - Insurance deductible costs - **\$2,000**
- Outside mechanical repairs - **\$70,000**
 - Trash packer repairs - **\$19,000**
 - Auto and truck repairs - **\$18,000**
 - Transmission repairs - **\$13,000**
 - Radiator repairs - **\$2,000**
 - Front end alignments - **\$1,000**
 - Recycle equipment repairs - **\$7,000**
 - Emissions testing - **\$2,000**
 - Dealer repairs - **\$5,000**
 - Computer diagnostics – **\$1,000**
 - Spring repairs - **\$2,000**
- Repairs caused by minor accidents non-reported to insurance company - **\$6,500**
- Service and repairs to mobile radios - **\$3,700**
- Dues and annual support and updates for fleet software program - **\$1,500**

INTERNAL SERVICE FUND

2011 VEHICLE REPLACEMENT PURCHASES

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>COST</u>
1. Two Police Vehicles	The #9 and #15 patrol vehicles will be replaced. The patrol units will be police package Tahoe type vehicles identical to the current police patrol vehicles. 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. A four-year lifespan is anticipated for the #9 vehicle and a three-year lifespan is expected for patrol vehicles #15.	62,000
2. One Light Truck	The existing #21 pick-up truck will be replaced. It is used by the Assistant Highway Superintendent who runs the inlet and pipe crew on a daily basis. This truck will be a four wheel drive, extended cab chassis with a utility type work body on the rear to carry tools & equipment. This truck will also be used for plowing smaller developments during the winter season.	34,000
3. One Automated Trash Truck	This unit will replace the existing #6 automated truck which is a 2002 model year. Trash trucks see some of the most severe service encountered in the fleet operation and the current unit has begun to show its age with ever increasing downtime. These trucks are also a critical part of the township's snow fighting force. They are heavily used to keep state and main township roads clear. The current truck will be replaced with a similar automated truck that will be purchased through the PA COSTARS contract.	260,000
4. Two and a Half Yard Dump Truck	This unit will be replacing the existing #43 dump truck which will be 10 years old and is primarily used by the Parks Department. The truck is used on a daily basis for parks and trail maintenance. It is also a critical part of our snow and ice control program and covers a specific route. The existing unit will be replaced with a similar unit which will be purchased off the PA COSTARS contract.	60,000
5. Ten Ton Asphalt Roller	This unit will replace the existing #34 roller and will be used in conjunction with the paver when paving Township roads. The existing roller is a 4 to 6 ton unit that is not heavy enough to provide a smooth driving surface when paving over existing roads. The township has been renting a machine for the past few years and usually has to schedule paving work around the availability of the roller. In addition, the rental has to be transported to and from the rental contractor. The	70,000

unit the township plans to purchase is a one year old rental machine that has low hours. Purchasing a used roller will save close to \$20,000 off the price of a new machine.

6.	Lowboy Trailer	This unit will replace the #56 lowboy trailer which was purchased used in 1996. This unit is used by the Highway Department to move equipment out to the job and back and to pick-up and move rental equipment such as excavators that are used on a regular basis. It also is utilized to move large items like Jersey barriers and concrete blocks and by the Fleet Department to move equipment with mechanical problems back to the shop or to a vendor for repairs.	45,000
7.	Leaf Collector	The new unit will be a 30 cubic yard machine and will replace the current 2001 machine which is 25 cubic yards. 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. The existing unit will be sold at auction.	38,000
6.	Replacement Snow and Ice Removal Equipment	Funds are budgeted for the replacement of a small reversible plow and a salt spreader for dump truck #43. Both units will be purchased through the PA COSTARS contract.	22,000
TOTAL			\$591,000

FIRE PROTECTION FUND SUMMARY

The Fire Protection Fund finances services provided by the Fort Washington Volunteer Fire Company and the Township employed 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 Director of Fire Services. 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 2011 is **.508 mills**, an increase of .071 mills over the 2010 rate. At this rate, the Fire Protection Real Estate tax is estimated to generate **\$1,120,851** in revenues. Interest earnings for the fund are estimated at **\$1,500** bringing the total available revenue to **\$1,122,351**.

The proposed 2011 budget for the Fire Protection Fund totals **\$385,641**. Of that amount, **\$272,835** is budgeted to fund the Fort Washington Fire Company and **\$112,806** is budgeted to fund the Township position of Director of Fire Services.

Of the total excess revenues over expenditures, an amount of **\$450,000** will be transferred to the Fire House 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, **\$286,710**, will be transferred to the Fire Capital Fund for current and future capital expenditures and vehicle purchases.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	-	-	-	-
REVENUES	970,035	973,153	940,175	1,122,351
EXPENDITURES	399,477	407,462	413,682	385,641
FUND TRANSFERS	(570,558)	(565,691)	(526,493)	(736,710)
CLOSING FUND BALANCE	-	-	-	-

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

FIRE PROTECTION FUND

DIRECTOR OF FIRE SERVICES

The Director of Fire Services acts as a liaison between the Township, Fort Washington Fire Company, Civic Groups and Local, State and Federal agencies. The position provides supervisor of the Fire Marshal, performs fire protection and public safety planning and is involved with Township wide fire protection issues. Recommended funding is **\$112,806**.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	65,324	67,500	67,500	68,875
FRINGE BENEFITS	24,206	25,927	25,397	26,831
MATERIALS/SUPPLIES	2,747	7,400	7,300	5,000
CONTRACTED SERVICES	620	1,600	1,600	1,600
VEHICLE O&M FEES		10,500	10,500	10,500
TOTAL	92,898	112,927	112,297	112,806

Salaries/Wages: Funds are provided to cover the Director of Fire Services salary and employer contribution to deferred compensation plan.

Fringe Benefits: The cost of benefits and employer paid taxes is **\$26,831**.

Materials/Supplies: The \$5,000 budget is for:

- General office and computer supplies for the Fire Services Administrator and Fire Marshal- **\$2,000**
- Uniforms and fire fighting equipment - **\$1,000**
- Purchase of minor equipment such as radio charger, fire extinguisher brackets and hand tools - **\$2,000**

Contractual Services: The **\$1,600** budget is for subscriptions and dues for the Fire Services Administrator and Fire Marshal

Vehicle O&M Fees: Charges for the operation and amortization of the Township vehicle operated by the Fire Services Administrator total **\$10,500**.

FIRE PROTECTION FUND

FORT WASHINGTON FIRE COMPANY

The Fort Washington Volunteer Fire Company provides fire protection services for Upper Dublin Township. Recommended Township funding to support the operations of the Fort Washington Fire Company is \$272,835, a 7% decrease below the 2010 funding.

EXPENDITURE CATEGORY	2009 ACTUAL EXPENSES	2010 ADOPTED BUDGET	2010 PROJECTED EXPENSES	2011 ADOPTED BUDGET
SALARIES/WAGES	-	-	-	-
FRINGE BENEFITS	16,633	18,500	17,813	18,500
MATERIALS/SUPPLIES	13,735		7,500	
CONTRACTED SERVICES	276,211	276,035	276,072	254,335
TOTAL	306,579	294,535	301,010	272,835

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

Contractual Services: The \$254,335 budget is for:

- Township operating contribution to Fort Washington Fire Company - \$238,335
- Fire Company portion of liability and property insurance - \$16,000

The Fort Washington Fire Company's operating budget totals \$294,335 in 2011, 7% below the 2010 budget, and is funded as follows:

FORT WASHINGTON FIRE COMPANY FUNDING

REVENUE CATEGORY	2009 ACTUAL REVENUE	2010 ADOPTED REVENUE	2010 PROJECTED REVENUE	2011 ADOPTED REVENUE
TOWNSHIP ALLOCATION	260,500	260,035	260,375	238,335
TOWNSHIP PAID INSURANCE PREMIUMS	33,344	34,500	33,510	34,500
PA TURNPIKE FEES	21,475	22,000	21,500	21,500
TOTAL	315,319	316,535	315,385	294,335

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 2011, \$736,710 is budgeted as a transfer from the Fire Protection Fund. Of that amount \$450,000 is transferred to the New Fire House Reserve and \$286,710 is transferred to the Fire Capital Reserve. Interest earnings are budgeted at \$9,000.

Details on the proposed \$8,123,698 in expenditure items are provided on the following page.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	418,847	593,049	641,328	351,821
FIRE HOUSE RESERVE	195,000	430,000	426,788	7,258,904
REVENUES	11,762	8,000	7,545,116	9,000
EXPENDITURES	128,051	1,233,500	1,529,000	8,123,698
FUND TRANSFERS	570,558	565,691	526,493	736,710
CLOSING FUND BALANCE	641,328	363,240	351,821	62,431
FIRE HOUSE RESERVE	426,788	-	7,258,904	170,306

FIRE CAPITAL FUND EXPENDITURES

2011

CAPITAL EQUIPMENT EXPENDITURES

1.	Purchase of Engine 88-1	\$535,500
2.	Purchase of Holmatro duo-pump generator	8,400
3.	Purchase of boat trailer for Marine 88-1	4,000
	Total Capital Equipment	\$547,900

BUILDING IMPROVEMENTS

1.	Purchase of two 40ft. trailers at Fire Training Grounds	\$3,200
2.	Continued development of Pre-Incident Plan Surveys. This is the third of a three year plan to complete the Pre-Planning program	15,000
3.	Funding for the preparation of a Strategic Plan	15,000
	Total Building Improvements	\$33,200

FIRE STATION CONSTRUCTION PROJECT

1.	Funding for the construction of a new fire station.	\$7,000,000
2.	Debt Service on bond proceeds issued to fund the construction of the new fire house.	542,598
	Total New Fire House Expenses	\$7,542,598

TOTAL CAPITAL EXPENDITURES

\$8,123,698

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 .833 mills for 2011. At this rate, the real estate tax will generate \$1,839,982 in revenue. An additional \$6,000 is budgeted as interest income for a total of \$1,845,982 in revenues.

The 2011 budgeted debt service expenditures total \$1,885,360 on the Township's five outstanding General Obligation Bond issues. An additional \$15,000 is budgeted for paying agent fees on the outstanding bonds. Details on the 2011 debt service payments are set forth on the following page.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	52,041	51,289	52,741	166,657
REVENUES	1,630,078	1,860,239	1,835,400	1,845,982
EXPENDITURES	1,629,378	1,793,695	1,680,694	1,900,360
FUND TRANSFERS	-	-	-	-
CLOSING FUND BALANCE	52,741	117,833	166,657	112,279

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

DEBT SERVICE EXPENDITURES

2011

ISSUE	BALANCE OF PRINCIPAL AT 12/31/10	PRINCIPAL PAYMENTS	INTEREST PAYMENTS	TOTAL PAYMENTS
1998 - \$5,500,000 20 Years	2,814,000	298,000	129,331	427,331
Use of funds: Construction of Township Building				
2002 - \$8,140,000 10 Years	510,000	290,000	22,660	312,660
Use of funds: Refinancing of older debt, storm water management capital program, construction of Township Building				
2005 - \$5,390,000 15 Years	5,270,000	45,000	192,813	237,813
Refinance of existing debt				
2008 - \$9,000,000 20 Years				
Use of funds: Purchase of open space and storm water management projects	8,676,000	337,000	347,937	684,937
2010 - \$3,415,000 5 Years				
Use of funds: Purchase of open space and storm water management projects	3,415,000	90,000	132,619	222,619
PAYING AGENT FEES				15,000
TOTAL EXPENDITURES		1,060,000	825,360	1,900,360

NOTE: The total outstanding General Obligation Debt for the Township as of December 31, 2010 is \$29,125,000: \$20,685,000 in general debt and \$8,440,000 to fund the construction of a firehouse. Debt service on the firehouse debt is funded in the Fire Capital Fund.

SEWER FUND SUMMARY

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

In 2009, all receivables and balances were transferred to the Township's General Fund closing out the Sewer Operating Fund.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	43,749	-	-	-
REVENUES	-	-	-	-
EXPENDITURES	-	-	-	-
FUND TRANSFERS	(43,749)	-	-	-
CLOSING FUND BALANCE	-	-	-	-

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 \$4,000 in 2011.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE				
PRINCIPAL	194,986	194,729	194,821	194,602
INTEREST	41,902	45,259	45,583	48,752
REVENUES	4,916	4,500	4,500	4,000
EXPENDITURES	1,400	1,900	1,900	1,900
FUND TRANSFERS	-	-	-	-
CLOSING FUND BALANCE				
PRINCIPAL	194,821	194,729	194,602	194,602
INTEREST	45,583	47,859	48,752	50,852

Trust Principal Amounts

- Dannenberg Trust - \$100,000
- Cheston Trust - 51,055
- Bauman Trust - 20,000
- North Hills Trust - 16,500
- Kayser Trust - 7,047
- \$194,602**

NON-EXPENDABLE TRUST FUND

2011 EXPENDITURES

1.	Bauman Trust – Install plantings at Township owned properties	750
2.	Kayser Trust – Annual scholarship to an Upper Dublin High School senior.	400
3.	North Hills Trust – Annual scholarship to a High School senior resident from the North Hills community.	750
	TOTAL	\$1,900

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 2011 allocation is **\$540,951**. Anticipated interest earnings of **\$2,000** bring the total available revenue from Liquid Fuels to **\$542,951**. This revenue will be transferred to the Capital Projects Fund for use on road, bridge and storm sewer projects.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	-	-	-	-
REVENUES	563,430	544,416	542,808	542,951
EXPENDITURES	-	-	-	-
FUND TRANSFERS	(563,430)	(544,416)	(542,808)	(542,951)
CLOSING FUND BALANCE	-	-	-	-

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 2011, \$250,000 is budgeted as expected interest earnings from the fund reserves.

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

- \$301,773 of income to the Capital Projects Fund to fund general capital projects.
- \$54,191 of income to the Economic Development Fund to finance engineering and consultant work.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE				
PRINCIPAL	13,200,000	10,846,300	11,200,000	12,300,000
INCOME	1,016,838	422,808	100,014	154,014
REAL ESTATE TAX REVENUE	414,848	-	4,000	-
INTEREST INCOME	210,329	325,000	250,000	250,000
EXPENDITURES	-	-	-	-
FUND TRANSFERS IN		2,353,700	2,800,000	-
FUND TRANSFERS OUT	(3,542,000)	(516,100)	(1,900,000)	(355,964)
CLOSING FUND BALANCE				
PRINCIPAL	11,200,000	13,200,000	12,300,000	12,300,000
INCOME	100,014	231,708	154,014	48,050

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 **\$906,501**.

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. 2011 funding sources for recommendation are:

- Annual liquid fuels grant - **\$542,951**
- Interest income - **\$1,000**
- Curb and sidewalk concrete assessments - **\$50,000**
- Transfer from the Community Reinvestment Fund - **\$301,773**

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	82,599	-	129,227	10,777
REVENUES	287,105	35,000	222,550	51,000
BOND PROCEEDS		1,100,000	1,065,000	
EXPENDITURES	4,346,292	2,085,516	2,150,000	906,501
FUND TRANSFERS	4,105,815	950,516	744,000	844,724
CLOSING FUND BALANCE	129,227	-	10,777	-

CAPITAL PROJECTS FUND

2011 EXPENDITURES

ROAD MILLING AND OVERLAY

\$459,796

Road milling and overlay of 3.09 miles of road.

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Price</u>
Beacon Hill Road	Dreshertown Road	Westwind Way	34,091
Bell Lane	Fort Washington Ave	Terrace Drive	32,143
Burn Brae Drive	Dundee Drive	East Bruce Drive	27,798
Creek Drive	Highland Avenue	Fort Washington Ave	69,118
Derry Drive	Kenmare Drive	Dublin Road	39,806
Farm Lane	Highland Avenue	Loch Alsh Avenue	29,996
Kane Drive	Butler Pike	Oak Hollow Drive	29,807
Lenape Drive	Twining Road	cul-de-sac	53,607
Melissa Drive	Farm Lane	Vansant Lane	44,744
Prospect Avenue	Fort Washington Ave	Madison Avenue	15,369
Sandra Avenue	Patricia Avenue	Jill Road	27,819
Whitehouse Road	Aidenn Lair Road	Spring Hill Drive	55,498

ROAD SEAL COAT

\$83,155

Application of the Ralumac microsurfacing process and crack sealing on 2.31 miles of road to extend life of structurally sound street.

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Price</u>
Ambler Road	Stuart Lane	Orchard Lane	3,387
Anbury Lane	Patricia Avenue	Jill Road	5,203
Ashley Drive	Heard Drive	cul-de-sac	3,089
Bauman Drive	Dillon Road	cul-de-sac	6,710
Forrest Creek Drive	Cedar Road	cul-de-sac	3,430
Hanover Place	Bauman Drive	cul-de-sac	3,942
Heard Drive	Pembrook Road	Jarrettown Road	6,186
Hoffman Road	Loch Alsh Avenue	Cedar Road	18,148
Hopegate Drive	S. Springhill Road	Pembrook Road	2,557
Kings Circle	N. Springhill Road	cul-de-sac	2,324
Lee Road	Temple Drive	cul-de-sac	4,279
Mayo Place	Bantry Drive	cul-de-sac	2,612
N. Springhill Road	Cloverly Lane	Kings Circle	14,683
Stevens Drive	Highland Avenue	Thomas Drive	6,605

CURB AND SIDEWALK REPLACEMENT

\$90,000

- 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. - \$40,000

INSTALLATION OF INDUCTION LIGHTING IN TOWNSHIP GARAGE

\$12,000

Funds are requested to begin the phasing in of replacement lighting in the Township garage. Induction lighting will result in lower energy costs with a return on investment of approximately three years.

REPLACEMENT OF TOWNSHIP BUILDING HVAC SYSTEM **\$18,370**

Funds are requested to begin the phasing in of the replacement of the Township building HVAC system by replacing two of eighteen control units. Estimated cost for complete system replacement is \$134,000.

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

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

TWINING VALLEY GOLF CLUB IMPROVEMENTS **\$25,000**

The golf course property utilizes many ponds and stormwater collection facilities to attempt to provide the significant irrigation water it requires. Funding is requested to improve the initial connection to Twining Road which will increase conveyance efficiency, assist with maintenance, evaluate/replace existing pipe across cart path and provide additional water storage area for course irrigation. All permitting, design and construction management will be done by in-house staff.

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING **\$115,000**

- Funds are budgeted as the Township's local share toward a Community Development Block Grant that has been approved in the amount of \$348,395 earmarked for storm sewer work, curb replacement, sidewalk replacement and pavement overlay in the Ambler Highlands section of the Township. - **\$105,000**
- Funds are requested for research, application preparation and submission for a 2011 CDBG application - **\$10,000**

POWERS PLACE STORM SEWER EXTENSION **\$15,000**

Funds are requested to replace undersized U drain in the street which has been dug up twice in the past three years. Work will entail the installation of 505 LF (linear feet) of 18" polyethelene storm sewer, five inlets and appurtenant paving, concrete and lawn restoration. All plans and design will be done by in-house staff.

WINSLOW WAY UNDERDRAIN INSTALLATION IN DETENTION BASIN **\$6,000**

Significant work occurred in this regional facility several years ago to maximize capacity, remove obstructions, and reduce maintenance commitment by the property owner. This regional facility occupies 75% of the 1.6 acres of this property. Previous construction included removal of approximately 1 ¼ feet of soil on the floor to increase efficiency and capacity. In the past several years, monitoring by staff has witnessed significant groundwater which could be controlled by underdrains. Funding is requested for 470 LF (linear feet) of underdrains in place with appurtenant restoration work.

HONEY RUN CHANNEL – JOEL DRIVE OUTLET TO TANNERIE WOOD **\$6,000**

Funding is requested for channel rehabilitation from point where piped outlet exits on Joel Drive to North of Susquehanna Road. Work would include removal of silt bars, disposition of obstruction and vegetation to improve flow and rock stabilization as permitted by DEP general permit. All permitting, plans and project management will be done by in-house staff.

TRESSLER DRIVE DRAINAGE PROJECT **\$25,000**

This project involves the construction of additional inlets at the low point of Tressler Drive (North of Shaw Drive) and the re-grading of the emergency spillway within an existing detention basin in an attempt to alleviate the flooding that now occurs in that basin. The project also will include the improvement of the Tressler/Shaw intersection by the addition of new inlets and storm sewer pipe to address runoff that currently bypasses this intersection and adds to the runoff at the Tressler Drive low point. It would divert runoff to the basin through an existing, under-utilized pipe.

CAMPBILL ROAD DRAINAGE PROJECT **\$10,000**

This project involves the temporary construction of storm sewer to address poor drainage at the low point on Camphill Road at the Willco property across from CHAC. It is proposed to remove and replace the existing 15" CMP with an 18" HDPE pipe and relocate the discharge swale from the Toll Property to the CHAC property. In addition, the turf in the shoulder area on the east side of Camphill Road in front of Willco will be re-graded so that the existing driveway pipe will receive this flow and transmit it to the proposed pipe under Camphill road.

WISSAHICKEN CREEK WATERSHED STUDY **\$17,180**

Township portion of the cost of a regional study of the Wissahickon Creek watershed to assess, model and map flooding problems in the watershed. The study outputs will include the creation of a Digital Elevation Model, an evaluation of and field verification of flood elevations and stream obstructions, hydrologic modeling, the preparation of new floodplain maps and floodways and the conduct of a detailed stormwater assessment of the watershed.

COMPUTERS AND TECHNOLOGY **\$15,000**

- Purchase of replacement computers, printers and other hardware on the Township network. - **\$10,000**
- Purchase of replacement building security equipment - **\$5,000**

GRAND TOTAL **\$906,501**

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 amount of \$1.5 million in 2008 and \$300,000 in 2010 to fund current projects.

In addition, \$2,000 is budgeted as expected interest earnings from the balance of the bond issue proceeds.

The following page provides a description of projects scheduled for 2011.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	1,809,270	1,431,270	1,462,351	1,074,351
REVENUES	10,956	8,000	302,000	2,000
EXPENDITURES	357,875	1,165,000	690,000	527,125
FUND TRANSFERS	-	-	-	-
CLOSING FUND BALANCE	1,462,351	274,270	1,074,351	549,226

The balance at the end of 2011 is held in reserve for the completion of the Ardsley Drainage project in 2012. 2012 costs to complete the project are estimated at approximately \$500,000.

STORM WATER MANAGEMENT RESERVE FUND

2011 EXPENDITURES

<u>ARDSLEY DRAINAGE</u>	\$476,000
Funds are budgeted to cover the cost of the Township's local share for this Pennsylvania Department of Environmental Protection Ardsley drainage flood control project. Project is expected to be completed in 2012.	
<u>DEPARTMENT OF ENVIRONMENTAL PROTECTION TMDL PLAN STUDIES</u>	\$40,000
Funds are requested to begin studying the PADEP report on Sediment Total Maximum Daily Load (TMDL) and to prepare a Township report challenging portions of the PADEP report and addressing the Township's response to the TMDL requirements being imposed by PADEP.	
<u>MAPPING OF TOWNSHIP WATERSHEDS</u>	\$11,125
Funds are requested to complete the outfall mapping of the entire Township. Mapping has not been completed for the Rapp Run, Pine Run, Sandy Run, Pennypack Creek and Neshaminy Creek.	
TOTAL STORM WATER MANAGEMENT PROJECTS	\$527,125

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 will include grant funding and transfers from the Community Reinvestment Fund.

Funds are budgeted in 2011 in the amount of \$85,000 for engineering and consultant work to continue plan and design work on construction projects and to seek revenue sources to finance the projects. 2011 expenditures are funded through a transfer from the Community Reinvestment Fund.

	2009 ACTUAL TOTALS	2010 ADOPTED BUDGET	2010 PROJECTED TOTALS	2011 ADOPTED BUDGET
OPENING FUND BALANCE	-	-	(221,191)	30,809
REVENUES	-	-	2,000	-
EXPENDITURES	452,491	110,000	1,450,000	85,000
FUND TRANSFERS	231,300	110,000	1,700,000	54,191
CLOSING FUND BALANCE	(221,191)	121,300	30,809	-

FUND TRANSFERS

		2010 PROJECTED	2011 ADOPTED
GENERAL FUND	To Library Fund	(845,823)	-
	To Pension Funds	(497,432)	(735,563)
LIBRARY FUND	From General Fund	845,823	-
PARKS & REC FUND	To Pension Fund	(44,325)	(55,963)
FIRE PROTECTION FUND	To Fire Capital Fund	(526,493)	(736,710)
FIRE CAPITAL FUND	From Fire Prot Fund	526,493	736,710
INTERNAL SERVICES FUND	To Pension Fund	(20,221)	(25,829)
CAPITAL PROJECTS FUND	From Liquid Fuels Fund	544,000	542,951
	From CRF	200,000	301,773
COMMUNITY REINV. FUND	To Capital Projects Fund	(200,000)	(301,773)
	To Economic Dev Fund	(1,700,000)	(54,191)
LIQUID FUELS FUND	To Capital Projects Fund	(544,000)	(542,951)
ECONOMIC DEVELOPMENT FUND	From CRF	1,700,000	54,191
PENSION FUND	From General Fund	497,432	735,563
	From P & R Fund	44,325	55,963
	From Int Services Fund	20,221	25,829

**Staffing Level
Full-Time Positions
2011**

	ADMINI- STRATION	FINANCE	CODE ENFORCE- MENT	LIBRARY	FIRE SERVICES	ENGIN- EERING	HIGH- WAY	SANITA- TION	FLEET & FACILITY	P&R	POLICE	TOTAL
TOWNSHIP MANAGER	1											1
CHIEF											2	2
LIEUTENANT											1	1
DEPARTMENT DIRECTOR		1	1	1	1	0.5			0.5	1		6
COORDINATOR/ADMINISTRATOR	1	1	1			1				3		7
ADMINISTRATIVE ASST/SECRETARY	1	1	1			1				1	1	6
FIRE MARSHAL					1							1
INSPECTOR			3			1						4
DRAFTSMAN						1						1
BOOKKEEPER		4										4
PROFESSIONAL LIBRARIAN				5								5
STAFF LIBRARIAN				2								2
SERGEANT											5	5
CORPORAL											6	6
DETECTIVE											4	4
JUVENILE OFFICER											1	1
PATROL OFFICER											21	21
DISPATCHER/RECORDS CLERK											7	7
SUPERINTENDENT							1	1		1		3
ASSISTANT SUPERINTENDENT							1	1				2
FOREMAN							2		1	1		4
GROUP LEADER							1	1		1		3
EQUIPMENT OPERATOR							10	10		2		22
MAINTENANCE LABORER								3		3		6
MECHANIC									4			4
CARETAKER *										1		1
TOTAL	3	7	6	8	2	4.5	15	16	5.5	14	48	129
* Shared position with UDSD												
Shaded cells reflect new positions in 2011 budget												