

**AGENDA FOR BUDGET HEARING
SATURDAY, NOVEMBER 21, 2015 AT 8:30 AM**

PLEDGE OF ALLEGIANCE

DISCUSSION

- 8:30 AM Police Budget
- 9:00 AM Library Budget
- 9:30 AM Fire Services/Fire Capital Budget
- 10:30 AM Public Works/Sanitation/Buildings Budget
- 11:15 AM Shade Tree Commission Budget

Break for lunch 11:30 AM-Noon

- Noon Fleet & Facilities Budget
- 12:30 PM Capital Projects/Stormwater Projects Budget
- 1:30 PM Parks & Rec/Open Space Projects Budget

Next Budget Hearing if needed November 24, 2015 6:30 AM

ADJOURN

A budget hearing of the Board of Commissioners (BOC) of Upper Dublin Township (UDT) was held on Saturday, November 21, 2015, in the Township Building; Ira Tackel presiding.

In attendance were Commissioners John Minehart, Sharon Damsker, Ronald Feldman, Ira Tackel, Chester Derr, Stanley Ropski and Rebecca Gushue. Also present were Paul Leonard, Township Manager; Jonathan Bleemer, Finance Director; Terrence Thompson, Chief of Police; Cherilyn Fiory, Library Director; members of Library Board and the Friends of the Upper Dublin Library; Dan Supplee, Public Works Operations Director; Jerry Smith, Public Works Administrator; Tom Fountain, Stormwater Management Engineer; Steve Stone, Chairperson of the Shade Tree Commission; Derek Dureka, Parks and Recreation Director; Kevin McCann, Fire Services Administrator; Eric Clauson, Fire Chief; Keith Haggar, President of the Fort Washington Fire Company (FWFC); Paul Stoffel, Vice President of the FWFC; and Mitch Collier, Treasurer of the FWFC.

PLEDGE OF ALLEGIANCE:

Mr. Tackel asked those present to join in pledging allegiance to the flag.

NOTE: Items highlighted in bold below represent action items to be taken by staff.

GENERAL FUND – POLICE:

The Upper Dublin Police Department (UDPD) 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 2016 totals **\$7,320,155**.

Chief Terrence Thompson commented on the following:

- Replacement of Radios:
 - Delivery of new radios is expected shortly.
 - This project is budgeted over five years as a capital expense.

- Replacement of Records Management System:
 - Montgomery County is putting out an RFP for a new records management system that local municipalities will be able to log into and utilize for a user fee. At some point in time, the Police Department intends to replace their records management system.

- Salaries:
 - 3.75 % increase in salaries.

- Replacement of Video Capture System:
 - \$19,000 cost.
 - Will receive \$6,000 from the District Attorney's Office.

QUESTIONS/COMMENTS:

Chief Thompson answered queries raised by Mr. Ropski as follows:

1. Regarding longevity, while several officers have already reached their 30 year anniversary date with the Police Department, Chief Thompson informed that they are no longer receiving an increase in longevity.
2. Regarding paying comp time in lieu of overtime for dispatchers, the problem there is that comp time has to be paid at time and a half. Then the department has to pay a second employee to cover the comp time taken off. In essence, that doubles the cost.
3. The cost for subscriptions has gone up due to investigative tools: Leads on Line, a Scheduling Management System, and Lexus/Nexus.
4. The Police Department does the maintenance on in-car video cameras. However, the parts are proprietary. Therefore, the warranty has to be extended.
5. Dispatchers are supplied uniforms to show professionalism and to identify them as persons who are able to officially offer assistance to those coming to the Police Department.
6. Police staff receives pay for seven holidays at a cost of \$97,900.
7. The Police Department uses a large amount of ammunition. Ammunition is purchased in New Jersey because that is the least expensive place to obtain it.
8. Township Emergency Response Team uniforms are requested at a cost of \$4,500.
9. An evidence storage area is requested at a cost of \$4,500 to separate drugs and money that has been apprehended.
10. Replacement of M4 duty weapons.

The following discussion took place:

- Chief Thompson:
- In terms of overhead, the Police Department is very lean on civilian staff. As an example, one of the part-time dispatchers is also a records clerk.
 - The current Police Department format has 40 sworn officers of which three are in a command position, five sergeants, and six corporals.

Mr. Feldman: Would there be any merit to eliminating the Deputy Chief position and having two lieutenants?

Chief Thompson: The cost savings would be approximately 10% difference in salary.

Mr. Leonard: UDT has an excellent level of police services. Of the 40 officers, 29 officers earn more than \$100,000. For that money, which the BOC has traditionally provided for, UDT does gain some of the best officers that are available. Almost every officer, bar none, has a 4 year college degree. Five or six officers have Masters degrees.

- Chief Thompson:
- Requested that serious consideration be given to the feasibility of having a parking structure constructed in the rear parking lot where marked police vehicles currently park while not out on patrol. The Police Department maintains 10 patrol vehicles that are used for patrol purposes year round in all weather conditions. While not actively patrolling, they are usually parked in the open area and subjected to weather conditions ranging from snow and ice in the winter to rain and high heat in the summer. These vehicles must be ready for use in an instant for emergency and routine responses to calls for police services. During winter months, officers often have to clear the patrol cars of ice and snow prior to responding to calls.
 - Patrol officers are required to conduct several inspections of their patrol vehicles, inside and out, for any damage, safety inspection, search for any contraband left by an arrestee, and inspect weapons stored in the vehicle. This is difficult to do in the rain or other foul weather.
 - The proper protection of these vehicles from the elements is important to help protect the wide array of electronics inside and outside the vehicle. Radios, computers, light bars, automated license plate readers, antennas, and much more will last longer and require less maintenance if properly protected.
 - Lastly, a vehicle that is properly housed and protected will be worth more when trying to sell it at the end of its recent placement cycle. The Police Department typically keeps normal patrol vehicles for three years and then sells them at auction. UDT often gets up to one third the original value for police patrol vehicles. The better maintained these vehicles are, the more value they hold for resale.

Mr. Minehart: Any structure built as outlined above should be equipped with solar panels.

Mr. Leonard: The Police Department maintains a lockup section that is 14 years old. The stainless commodes in the cells have rusted. They clearly need to be replaced at a cost of \$16,000.

Chief Thompson: During the last reaccreditation inspection, the Police Department was in violation of cleanliness codes regarding the rusted out commodes.

Ms. Damsker: Does the Police Department use body cameras?

Chief Thompson: If an officer should forget to turn off his camera, he would be in violation of the wiretap laws. When and if the law is changed, the Police Department will look into body cameras.

Mr. Tackel: How is Police overtime handled?

Chief Thompson: Much of the Police overtime is a pass-through item.

UPPER DUBLIN PUBLIC LIBRARY (UDPL) FUND:

Revenues for the Library Fund are generated through the real estate property tax, department earnings, and intergovernmental aid. The real estate tax rate for 2016 is set at the 2015 rate of 0.479 mills. At this rate, the Library real estate tax is estimated to generate **\$1,057,134** in revenues.

State aid to the Library is projected to be **\$82,526**. Department earnings, in the form of fines, lost book charges, interest earnings, employee contributions to health insurance premiums, and miscellaneous items are expected to total **\$43,300**.

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

Ms. Fiory discussed a slide presentation as follows:

- UDPL Reimagined – Strategic Plan Goal 1:
 - Goal 1 - Commit to the development and marketing of the UDPL's digital collections and eBooks by educating staff and residents as existing and emerging formats become mainstream.
 - To support these digital collections (e-titles/online database subscriptions), proposed a Digital Media line item in operating budget fund, which was approved; particularly growth in ebook titles.
 - Begun efforts this year to develop some baseline technical competencies to ensure all customer support staff has a basic understanding of technical setting staff for more of a focus in 2016.
 - In this year's operating budget, The UDPL doubled the Digital Media line item.
 - As last year, staff shifted funds from the other collection lines as they are looking to strike a balance in collection spending between digital materials and our traditional materials.
 - Increased ebook borrowing, but still only about 6% of overall borrowing.
 - Reading habits may be changing; publishing habits definitely are.
 - 346 e-books/191 e-audio purchased this year.

- UDPL Reimagined – Strategic Plan Goal 2:
 - Goal 2 - Continue developing the role of the UDPL as the community's university, offering equal opportunity lifelong education for all ages.
 - Programs - Events, instances of a class, an outreach visit; every formal interaction with the community.
 - Areas of focus for the UDPL right now - Look to the community's goals (what is important to UDT residents).
 - Kindergarten Readiness - Local and national initiative, a lot of research about how early learning affects later success; library is a resource in many ways for children and parents.
 - For school age children, the STEAM Lab is the UDPL's response to the nation's growing interest in encouraging more learning in the fields of science and math.
 - This fall, began first efforts at offering multi-part classes in foreign language and culture learning - something staff has wanted to get into for some time and they moved ahead this year after learning the Adult Evening School was cutting back.
 - "The Arts" Fridays and Let's Discuss It! are two examples that represent the UDPL's enrichment and cultural programs as it delves more into music, theater, history, literature,

etc. in order to bring the community together on topics of interest and to encourage a deeper understanding of those topics.

How Does the UDPL Sustain and Grow?

Displayed charts demonstrating how much the UDPL has grown in its program offerings over the last eight years as this kind of learning has become more central to UD's mission to educate and inspire.

The planning, development and promotion of these programs is handled by only a handful of dedicated, professional librarians as one part of their job and the part-time marketing specialist, for whom an increase in hours is incorporated into this budget. Working to ensure that the community knows what the UDPL is doing is no small task, but it's their responsibility to do what they can to let the community know about it.

How Does the UDPL Sustain and Grow:

- If the UDPL has not consistently grown staff, how has it sustained and even grown programs and other services?
 - Continually assess offerings to ensure that time is put to valuable use on the programs that are the most well-received and important to the community.
 - Develop volunteer team. Not just anyone can be a library volunteer today. The UDPL receives so many requests to volunteer in the library that we are in the enviable position to define what we need help with and to seek out volunteers directly. This is also how residents get to know their neighbors, share their skills, and give back. Community is both the teacher and the learner. UDT has an enormously well-educated and generous community. Volunteers provided over 4,500 hours of service last year in the library.
 - Work with community partners—other Township departments, Upper Dublin School District, members of the Fort Washington Business Alliance, the Fort Washington Historical Society, community-minded groups like Kiwanis (sponsored our Let's Discuss It! program last month). Sometimes they bring the knowledge we need or promote our event amongst their audience or sometimes they provide funding.
 - Friends continue to support the UDPL, and continue to grow in that support. The Friends Board is a wonderful group of individuals who really make a difference in the community through their efforts with the library.

- Friends Support:
Including the capital campaign, still gave \$10,000 at the time they were raising the funds. Final \$10,000 from that capital campaign was spent this year to furnish the UDPL STEAM Lab.

- Space is a Limitation:
 - While our potential is endless, our space is finite.
 - Service to the community continues to be hampered by an inadequate facility.
 - Lacks flexibility—people learn by reading, they learn through collaboration, children's learning is just plain noisy. Library is not flexible enough to meet these various needs.
 - Shelves are overcrowded. The answer to this is to weed the collections, but staff is at the point now where their professionals are weeding beyond what they would recommend and only to make space.

- Programming/meeting space is at a premium in this building. On a weekly basis, it seems like UDPL and Parks & Rec staff are trying to accommodate UDT and resident requests for space. It's become a juggling act.
 - UDT has no downtown, no community center, and so they reach out to the Library and Township building for places to gather. In fact, 22% of respondents (of 886), nearly ¼ in the Twinning Valley Study mentioned indoor public space. While they were not responding directly to the state of the UDPL, this illustrates that public space is on people's minds. Libraries have become natural places for people and groups to come together. UDPL is not promoting that, but they are seeking the Library out.
 - Not enough storage. In several cases, two staff are sharing single-person offices; network rack is located in one of them right above one of the staff.
 - Making efforts to use time valuably, but facilities waste time and dollars (a limited staff not being used 100% effectively)
- Thinking Ahead:
 - 2009 Facility Study—standards defined a facility that was grossly inadequate. Recommended 40,000 sq. ft. The UDPL is at 15,000 sq. ft.
 - 2012 minor reservations were proposed as a band-aid to carry the library a bit longer. The BOC generously supported that and then it recommended paying off the project over four years and building in a capital fund for the UDPL.
 - In the Capital Fund, there is a Master Plan of this site requested with a budget of \$18,000.

QUESTIONS/COMMENTS:

- Mr. Ropski: Asked if the UDPL really needs a part-time Marketing Specialist at the cost of \$6,000 per year.
- Ms. Fiory: Ms. Fiory informed that the UDPL has had a Marketing Specialist who works 24 hours per week since 2006. Her focus is telling the community in many different ways what is occurring at the UDPL. A Marketing Specialist allows other staff members more time to do their jobs.
- Mr. Derr: At the present time, the UDPL seems to be overextended. Would it be possible to find a volunteer with the appropriate skill-sets to offset hiring a Marketing Specialist?
- Mr. Leonard: It would take some time to evaluate the performance of that individual.
- Regarding mileage reimbursement for \$1,350 (2,700 miles), the UDPL represents the MCLINC consortium and also represents itself on the district level by attending meetings of those committees, staff goes to training sessions and seminars, etc.
- Mr. Ropski: Objected to the time it takes to fill out reimbursement forms.
- Ms. Gushue: Reminded that many of the training sessions are paid for through grant money.

Mr. Feldman: Suggested that the MCLINC training costs be put under the MCLINC category and the BOC agreed thereto.

- Mr. Feldman questioned the contracted services category. He noted the 2015 adopted budget was \$56,750 while the 2015 projected expenses were \$76,700. Was the overage a grant expense? **In the future, he asked that an asterisk be put next to the total figure so that the income is associated with the grant and thus there is no increase in budget.**
- When Ms. Damsker asked if the UDPL has the same requirements as the schools now do to conduct background checks on their volunteers, the answer was affirmative.
- **Ms. Damsker asked what the projections were in 2009 for a new library.**

Mr. Leonard said, depending on what the BOC agrees to, expansion, building new, freestanding library, absent land costs, the cost would be in the order of \$9 million for 40,000 sq. ft.

- Mr. Tackel asked for the number of visits per year to the UDPL, and the answer was around 200,000.
- Mr. Tackel asked what is being done to address the space issues going forward.

The following discussion took place:

- Mr. Leonard:
- Staff expended \$18,000 to look at the next best options including initial cost estimates beyond a rough number of \$9 million.
 - In the first half of 2016, staff will have put together a presentation of suitable spaces not only for the UDPL but for all other departments as well for discussion by the BOC.

Mr. Tackel: Was of the opinion that it is now time to address the space issues of the UDPL.

Mr. Leonard: **Springfield Township has just awarded a bid for a new library, and he will check into the costs associated therewith.**

FIRE PROTECTION FUND – FIRE SERVICES ADMINISTRATOR:

The Fire Services Administration acts as a liaison between the Township, Fort Washington Fire Company (FWFC), civic groups and local, state, and federal agencies. The position provides supervision to the Fire Marshal, performs fire protection and public safety planning, and is involved with Township-wide fire protection issues. Recommended funding is **\$136,792.**

QUESTIONS/COMMENTS:

- Salaries and wages in the 2016 proposed budget include that of the Fire Services Administrator and a part-time administrative assistant at 20 hours per week. The fire services

administrator's salary will be included totally in this cost center rather than previously when half was in the Code Enforcement cost center.

- The vast majority of the allocation for Subscriptions, Account No. 4200, is actually used for professional organizations' dues.
- The costs associated with the Fire Administrator's vehicle are different from that of the Fire Marshal because the vehicle was used by the Public Works Department before being passed down to the Fire Administrator.

GENERAL FUND – FIRE MARSHAL:

The Fire Marshal enforces fire code regulations in all structures and developments within the Township. Some cost previously funded in this cost center has been moved to the fire services administrator budget. Recommended funding is **\$124,801**.

QUESTIONS/COMMENTS:

- Funds are provided in this cost center to cover the Fire Marshal's salary, benefits and vehicle.
- The Fire Marshal is charged with inspecting 307 commercial properties per year as well as 1,200 rental units in the Township every other year.

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, bond proceeds, interest earnings on fund reserves, and sales of used vehicles in 2016, bond proceeds in the amount of **\$1,900,000** are budgeted to fund the improvements in renovations to the Burn Brae firehouse, **\$316,721** is budgeted as a transfer from the fire protection fund, and **\$3,000** is budgeted from the sale of excess vehicles. Interest earnings are budgeted at **\$1,200**.

QUESTIONS/COMMENTS:

- Replacement of the Chief's vehicle in 2016 at a cost of **\$47,550**. The current chief's vehicle will be passed down to the on-duty officer. The on-duty officer's vehicle will be put up for sale via auction.
- Renovations to the Burn Brae Firehouse - **\$1,900,000**.

The following discussion took place:

- Mr. Leonard: The real concern for UDT is growth of the fleet, and that is where the expenses are. The object is to not keep vehicles any longer than UDT can afford to maintain them.
- Mr. Bleemer: There is a recommended tax increase of 1% over the next three years.
- Mr. Feldman: Were there any more large expenditures in the pipeline, and if not, perhaps the BOC would not have to approve a 1% increase for 2017 and 2018 at the present time and lower that down in subsequent years?
- Mr. Tackel: The real issue is the cash flow over the next 15 years. If one took away the last 1% for example, the ending balance in 2031 will probably be significantly positive. How does the BOC tweak the cash flow, and if it is done properly, can UDT eliminate one or two of the 1% increases which at the end of 2031 will still put itself in a cash positive position? UDT has to manage the years in between so that it doesn't go significantly negative or fund the negative with a loan that will be paid back in full the next year or the year after as the fund replenishes.
- Mr. Feldman: Asked Mr. Bleemer to rerun the numbers keeping the 2016 tax increase in the budget, and taking out 2017 and 2018. Mr. Bleemer will also include some options for consideration by the BOC.**

FIRE PROTECTION FUND SUMMARY:

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

The proposed real estate tax rate for 2016 is **.626 mils, an increase of .055 mils** above the 2015 rate. At this rate, the Fire Protection Real Estate tax is estimated to generate **\$1,381,557** in revenues. Interest earnings for the fund are estimated at **\$750** bringing the total available revenue to \$1,382,307.

The proposed 2016 budget for the Fire Protection Fund totals **\$542,000**. Of that amount, \$386,794 is budgeted to fund the Fort Washington Fire Company and \$136,792 is budgeted to fund the Fire Services Department.

Of the total excess revenues over expenditures, an amount of **\$542,000** will be transferred to the Debt Service Reserve Fund, earmarked for debt service payments on bond proceeds issued to fund construction of the firehouse on Fort Washington Avenue. The balance of the excess revenues over expenditures, **316,721**, will be transferred to the Fire Capital Fund for current and future capital expenditures and vehicle purchases including the renovation of the Burn Brae firehouse.

The gentlemen from the FWFC discussed the following PowerPoint presentation:

What happened in 2015:

- Professional training classes open to outside organizations to recoup costs.
- Capital purchases:
 - Squad 88-1 delivery.
 - Hose replacement.
 - Burn Brae station renovation/planning.
- Grants:
 - \$15,000 for “bail out harnesses” and new equipment for rescue truck.

On the Horizon for 2016 and Beyond:

- 2% decrease in proposed 2016 direct operating expenses.
- Targeted grants:
 - Self-contained breathing apparatus (SCBA) replacement – \$260,000. While SCBA equipment is not due to be replaced until 2020, if the FWFC is fortunate enough to receive a grant in 2016, purchases will be accelerated because the Township match will only be 10%.
 - New radios – \$300,000.
- Fire capital items:
 - New command vehicle.
 - Burn Brae station renovation.

QUESTIONS/COMMENTS:

The following discussion took place:

Ms. Gushue: Why are the projected utility costs for 2016 higher than 2015? She noted that various measures had been taken in the Township building to alleviate utility costs in 2015.

Mr. McCann:

- Almost 3% was taken out of utilities.
- An unknown is how cold the winter will be and how warm the summer will be.

Ms. Gushue: Why was there an increase in the premiums for workers compensation?

Mr. Bleemer: It is due to the state regulations on cancer presumption.

- Mr. Ropski: What are contributions from the public used for?
- Chief Clauson: It drives things for recruitment and retention efforts, pays for half of the annual banquet, social events, maintaining the membership, apparel, member recognition, etc.
- Mr. Ropski: What is the \$20,000 for improvements to the training center earmarked for?
- Chief Clauson: As much work as possible is done in-house, however some improvements are beyond member capabilities such as replacement of the fence, tree trimming, improvements to maintain the burn building, electrical work, etc.
- Mr. Ropski: Noted that the Furniture and Fixtures cost center is up 200% and an expenditure in January in the amount of \$600 is anticipated. What is being purchased?
- Chief Clauson: FWFC wishes to invest in a state-of-the-art podium for their meeting room to effectively give presentations.
- Mr. Tackel and Mr. Minehart: Commended the volunteers of the FWFC for their time and services to UDT.

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 2016 totals **\$441,504**.

- All of the lighting in the UDPL was changed over from fluorescent to LED. The work was done in-house, and staff will work its way through the Township building to do the same throughout.

It was noted that rates are slightly lower and the use of the LED bulbs have significantly reduced the cost for electricity. There are no significant rebates involved in this program.

Mr. Leonard will provide the BOC with the cost of an individual LED bulb.

QUESTIONS/COMMENTS:

Mr. Derr felt that the cleaning service at the North Hills Community Center is charging higher rates than the service he uses in his business.

Mr. Ropski noted that the total budget for 2016 is more than \$100,000 less than in 2007.

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 2016 is \$2,428,082.

QUESTIONS/COMMENTS:

- Mr. Supplee said the Sanitation Department transitioned from hauling trash to Fitzwatertown Road to the Trash to Steam Plant saving \$214,000. Very little delays and overtime.
- The tipping fee was \$57 in 2015. There will be a 2.5% increase to \$58.43 in 2016.
- Materials and supplies are up slightly due to the purchase of new jackets.

The following discussion took place:

Mr. Feldman: Asked for more information about RecycleBank.

Mr. Leonard:

- The RecycleBank, contract runs for another two years. At that time, Administration recommends that the contract be eliminated because the public is now much better educated on the logistics of recycling. The new trucks that are purchased will no longer be fitted out with RecycleBank necessities such as card readers.
- It was noted that Act 101 mandates that municipalities of the size of UDT must recycle four out of seven different commodities by law. UDT also has to eliminate yard waste from the trash stream. The second driver is to avoid landfill costs. UDT currently pays approximately \$31 per ton to handle recycled material of all varieties net of the revenue obtained from the commodity. The cost for trash disposal is now \$58.43 per ton.

Mr. Tackel: While recycling may be a losing proposition, it is a winning proposition in cost avoidance.

Mr. Derr: What is the deductible on the truck that burned up on the Turnpike recently?

Mr. Bleemer: \$1,500.

Mr. Derr: What are the maintenance costs for each of the vehicles involved in taking recyclables to Plymouth Meeting?

Mr. Supplee: They are minimal.

Mr. Ropski: Do the trucks use EZ Pass?

Mr. Supplee: Yes.

GENERAL FUND - PUBLIC WORKS ADMINISTRATION/ENGINEERING:

The Administrative division functions as the administrative unit coordinating and managing services provided by the other Public Works divisions. In addition, the engineering function 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 **\$1,473,829**.

QUESTIONS/COMMENTS:

Discussion ensued as follows:

Messrs. Tackel and Feldman: Recommended the start of a new cost center dedicated to the salary and activities of the new staff engineer as well as the expenses and revenues incurred by the new part-time inspectors in 2016.

Mr. Ropski: Questioned the cost center for mileage reimbursement for personal vehicles used for Township business at a cost of \$4,200.

Mr. Bleemer:

- The staff engineer's contract includes a mileage reimbursement amount.

Mr. Ropski: Is the summer resident internship position at the cost of \$3,000 worthwhile?

Mr. Supplee: The department makes good use of the intern's time and his salary is much cheaper than engaging an engineering firm to cover his duties.

Mr. Ropski: Asked for an explanation about the uniforms and safety equipment for administration staff at a cost of \$1,750.

Mr. Supplee: All employees of the Public Works Administration/Engineering Department use this account to purchase shirts and jackets when needed.

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 2016 is **\$147,150**.

QUESTIONS/COMMENTS:

- Mr. Supplee was pleased to announce that the department is back on schedule regarding leaf collection. The biggest problem this year was obtaining part-time employees. Costs were lowered due to reduction in overtime and not working on Saturdays.

Mr. Feldman asked for a report on how much the cost of leaf collection and snow and ice removal is.

Mr. Supplee assured that there is more area at the leaf collection site if needed due to the banning of commercial waste.

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 2016 budget of **\$341,828** provides funds to maintain this level of service.

QUESTIONS/COMMENTS:

- There was an increase for salt from \$62.54 to \$66.10 per ton.
- Made some very positive changes in the ice and snow removal program:
 - Held out with the state to get reimbursed for snow removal on state roads. The state agreed to have five municipalities submit their costs over the year and the state would reimburse each community accordingly. UDT's reimbursement last year was \$1,800 per lane mile.
 - When the new contract came into UDT from the state, Jerry Smith worked with the Township surveyor and the State and ascertained that UDT's crews were removing ice and snow on several portions of roadway that UDT was not being paid for (went from 71.56 lane miles to 83.9 lane miles).
- Mr. Ropski was of the opinion that 2,750 tons of salt estimated for use in 2016 is too much. Staff is of the opinion that more is better than less.
- \$2,500 is budgeted for food reimbursements for employees working overtime during snow and ice storms.
- **Deicer for all Township properties and buildings is estimated at \$5,000. Snow fencing should be removed from this cost center.**

GENERAL FUND – TRAFFIC SIGNALS, SIGNS AND MARKINGS:

The 2016 allocation for traffic signal maintenance and repair, sign installation, line painting and repair or street markings totals **\$129,000**.

QUESTIONS/COMMENTS:

- Work on traffic signals and street lights is now mostly being done by Township crews.
- Material and supplies went up because most of the work is being done in-house.
- **Mr. Derr suggested that the department budget for a left-hand turn on Twining Road.**

- Ms. Gushue asked if anything could be done at the intersection of Twining Road and Susquehanna Avenue to get a left-hand turn signal. Mr. Leonard commented that unless the road can be widened, the Township cannot get the turn movement.

GENERAL FUND – STREET LIGHTS:

The streetlight budget funds the operating expenses and costs to maintain the Township owned streetlights. The budget for 2016 is \$261,000.

QUESTIONS/COMMENTS:

- Much of this work is being done in-house.
- UDT is participating, along with 64 municipalities, in a major capital investment funded by the state to swap out every single street light and change them over to LED.
- Mr. Tackel commended the department for doing the work in-house with existing staff and saving UDT a considerable amount of money.
- Answering a question by Mr. Minehart, the sheep program being used at Township basins has been very effective and with minimal cost to UDT.
- Mr. Minehart encouraged residents to keep their drains clean during snow and rain events.
- UDT has been asked to start mowing the dams by the state. The Township budget for maintenance and follow-up work is \$50,000 per year.
- Mr. Leonard informed that UDT is getting its wetland mitigation sites up to speed to meet its permit requirements. He said it is a long-term process.
- **Mr. Derr recommended that an apprentice program be established so that when senior employees retire, there will be someone “waiting in the wings” to take over the jobs correctly.**

GENERAL FUND – STORM SEWER:

The recommended budget for storm sewer repair projects and maintenance in 2016 is \$158,800

QUESTIONS/COMMENTS:

- Have taken on much more of the work during the past five years in-house. Crews are doing 90-100 inlets per year.
- Mr. Minehart worried about the height of the water in the Loch Alsh reservoir during inclement weather and asked the Public Works Department to keep an eye on Ambler Borough’s diligence in reducing water levels at such times.

GENERAL FUND – HIGHWAY AND ROAD MAINTENANCE:

The 2016 budget for highway and road maintenance is \$1,577,882.

No discussion.

GENERAL FUND – BOARDS AND COMMISSIONS – SHADE TREE COMMISSION:

\$5,700 to fund general operations of the Shade Tree Commission.

Steve Stone, Chairperson of the Shade Tree Commission, commented as follows:

- 2015 marks the Shade Tree Commission's 21st year of operation.
- Since its inception, the Shade Tree Commission has caused 2,799 to be planted including 175 in 2015. 145 trees were given to residents as part of the Adopt a Tree Program. The other 30 significant trees were designated for the Arbor Day Program and planted in Township open space.
- There is no increase requested for 2016.
- Amounts received from donations year-to-year have decreased slightly.

QUESTIONS/COMMENTS:

- Mr. Minehart expressed appreciation to Mr. Stone for spearheading the Shade Tree Commission and their mission to educate the public about the importance of trees to the community.

A discussion ensued:

Mr. Feldman: Questioned the need for a survey of ash trees in the Township open space. The survey is dealing with trees that may become infested with ash borers in the right-of-way or on Township property and parklands because they could pose a hazard to the public. The \$1,000 requested in the 2016 budget is earmarked for a consultant knowledgeable in diseases of trees and he will supply the commission with raw data needed to make decisions as to whether trees should be removed for the public safety.

Mr. Ropski:

- The money would be better spent on training for Shade Tree Commission members.
- **Suggested that the fees paid by new homeowners into the open space fund could pay for the trees.**

Mr. Bleemer: There is money in escrow that could be used for this project.

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 amateur route amortization charge. In 2016, user charges, which financed the operation of the fleet, staff expected to derive **\$1,314,024**. Amortization charges, which accumulate to finance future replacement of Township vehicles, are projected at **\$519,955**. Additional sources of revenue or the sale of surplus or used vehicles are budgeted at **\$126,000**, and employee contributions to health insurance premiums are budgeted at **\$5,000**.

\$46,893 are 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 **\$24,231** is budgeted as a contribution from the Commonwealth's general municipal pension system. The state aid acts as an offset toward the Township's pension costs.

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 the services. The recommended budget for 2016 is **\$1,314,024**, a decrease of **\$72,793 (5.2%)** below the 2015 budget.

QUESTIONS/COMMENTS:

The following discussion took place:

Mr. Supplee: Noted that the department is currently looking at gasoline purchased through the consortium bid and projected at 66,260 gallons at \$1.90 per gallon and diesel at \$1.99 per gallon. The current price for gasoline is \$1.43 per gallon and the price for diesel is \$1.50 per gallon.

Mr. Feldman: Would like to see the projected price per gallon be lowered. There is surplus money in the budget if it needed. As an example, by dropping the gasoline estimate down by \$.25 per gallon, the cost savings would be \$16,576. With the same scenario for diesel, the savings would be \$18,605.

BOC: In agreement that both the gasoline and diesel allocations should be dropped by \$.25 per gallon each.

Mr. Ropski: Opined that blacktop costs might very well go down also.

- Outside mechanical repairs are down due to more work being done in the shop.

INTERNAL SERVICE FUND – 2016 VEHICLE REPLACEMENT PURCHASES:

Vehicles that the department would like to purchase in 2016 are as follows:

Two police vehicles	\$64,000
Two staff vehicles	\$49,000
Two light trucks	\$56,500
Automated trash truck	\$275,000
One front end loader	\$182,000
One used lowboy tractor	\$60,000
One blacktop roller	\$50,000
One leaf collector	\$42,000
Replacement snow and ice removal equipment	\$28,000
Total	\$806,500

CAPITAL PROJECTS FUND SUMMARY:

The capital projects fund road improvement projects, building repairs and additions, bridge repairs and equipment purchases. The total estimated cost of all projects recommended for consideration is \$1,275,626.

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, 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. 2016 funding sources for recommendation are:

- Annual Liquid Fuels Grant – **\$747,648.**
- Interest Income – **\$500.**
- Curb and Sidewalk Concrete Assessments – **\$100,000.**
- Transfer from the Community Reinvestment Fund – **\$300,000.**

CAPITAL PROJECT FUND – 2016 EXPENDITURES:

Road milling and overlay of 3.75 miles of roads	\$539,124
Milling cost for roads to be paved by Township forces	\$36,515
Road seal coat	\$169,509
Curb and sidewalk replacement	\$140,000
Uninterrupted power source for traffic signals	\$10,000
Purchase of replacement police radios	\$48,000
Municipal complex master plan	\$18,000
Township building improvements	\$63,700
Replacement of roof	\$175,778
Replacement of Township building HVAC system	\$50,000
Technology and building security	\$25,000
Total	\$1,275,626

QUESTIONS/COMMENTS:

Regarding milling and overlay:

- Mr. Feldman: The annual liquid fuels tax that the Township is getting this year is \$747,648 - up from last year (about \$650,000). He was of the opinion that the \$100,000 increase in the investment in road milling and overlay (1) be held in abeyance, (2) that the number of roads to be milled and overlaid in 2016 be reduced, and (3) that the \$100,000 savings be used for road and bridge related projects in the Fort Washington Office Park (FWOP).
- Mr. Supplee: Expressed concern because letters have already been sent out to residents telling that Township forces would be inspecting their concrete, and in actuality, crews have already begun that project.
- Mr. Bleemer: The money being put into the FWOP in 2016 for the three bridges is approximately \$1.7 million. UDT is planning on borrowing that money in early 2016. The first debt service payment will not be due until 2017. Suggested using \$100,000 of liquid fuels tax funds to pay back that loan in 2017.
- Mr. Feldman: Was more concerned about the roads in the FWOP than in the other streets in the Township.
- Mr. Leonard: Informed that the FWOP is in need of more than what is being planned - resurfacing and repair. There is no reconstruction on the roads in the FWOP except for a small bit on Camp Hill Road. The reconstruction in the FWOP is much more expensive than the residential roads. To fix the existing potholes does not just mill and overlay. The roadway has to be completely dug up and new drains put in. Boles, Smyth has already stretched out the approaches and aprons on each side of the bridges to get more paving work as part of the bridge replacement work.
- Mr. Tackel: The FWOP contributes mightily to the tax base.
- Mr. Ropski: Agreed with Mr. Feldman.
- Mr. Leonard: \$100,000 could easily be spent in the FWOP for roads.
- Mr. Supplee: All three bridges are scheduled to be worked on in 2016, therefore it would be difficult to do roadwork before the bridge work is completed.
- Mr. Derr: Asked if this is an issue of money or time, because in the next two years, there will be an increased revenue stream Township-wide coming down the pike. Major developments are due to occur in 2017, 2018, and 2019.

Mr. Leonard: Liquid fuels money can be used to purchase road machinery and equipment that cost in excess of \$4,000. For example, if UDT chose to take the additional \$100,000 of liquid fuels funds, the new roller could be purchased for \$50,000 of that amount (\$50,000 less in the capital budget). It is conceivable that Mr. Bleemer could take the found \$50,000 and bond it. Those bonds run longer. Staff could make the foregoing happen if that is what the BOC wants to do.

Mr. Tackel: This is not about reducing dollars, but changing how they are allocated.

DECISION: The BOC authorized staff to make Mr. Feldman's idea about milling and overlay work.

Regarding curb and sidewalk replacement:

- The \$140,000 allocated in this cost center is a pass-through to the homeowners. Part of this project is replacing handicapped ramps.

Mr. Leonard interjected that the Church of the Open Door recently installed a huge amount of curbing and sidewalk. It stopped short at the beginning of a property on Fort Washington Avenue and Susquehanna Road. He would recommend that curbing and sidewalk be installed in front of the home because the Township gained 4 ft. of right-of-way from that property. In exchange for said 4 ft. of right-of-way, the Township agreed to go in and do curbing and sidewalk when needed. It is now needed.

Regarding the uninterruptible power source for traffic signals:

- Funds are requested for uninterruptible power source units, batteries and a pad mounted signal controller cabinet at two locations: Fort Washington Avenue/Susquehanna Road and Broad Street/Susquehanna Road.

Regarding Township building improvements:

- **The Police Department has decided to rescind their request for construction of a parking structure in the Police Department parking lot thus saving the Township \$40,000.**

Regarding replacement of roof:

- After the completion of a professional roof inspection of all Township buildings and maintenance garage sloped roofs, improvements to roof areas at the Township maintenance garage are proposed for 2016. These are two of five roof areas that may require replacement, repair, or maintenance over the next few years.
 - Roof restoration of Section D – \$54,698
 - Roof replacement of Section E – \$121,080
 - Total – \$175,778

The following discussion ensued:

- Mr. Feldman: Asked if it would be possible to take the \$175,778 for roof restoration/ replacement and the \$50,000 saved out of the road milling and overlay cost center and put that toward the bond that UDT will go out for in January 2016.
- Mr. Tackel: Because rates are so low, from his bonding perspective, he would bond as much as possible.
- Mr. Derr: If UDT had the money available, it is prudent to spend it and not borrow.
- Mr. Bleemer: The Community Reinvestment Fund (CRF) was originally set up to use for capital projects. He recommended using the interest therefrom because there will still be a balance of over \$300,000.

Regarding replacement of Township building HVAC system:

- \$50,000 is requested to continue a phased project of replacing the 18 control units in the Township building. Eight of 18 original units have been replaced.

Discussion took place as follows:

- Mr. Leonard: Opined that if UDT can afford to fix a roof or replace the HVAC system, it should be done rather than using it or borrow funding to pay for some of the large projects such as a new library, etc.
- Mr. Tackel: Mr. Leonard is not considering the cost of money today versus the cost of money tomorrow. UDT has \$450,000 in interest to spend.
- Mr. Leonard: His reply reflected the same doubt expressed by Mr. Derr.
- BOC: The BOC was in favor of spending the interest rather than borrowing the necessary funding.**

STORM WATER MANAGEMENT RESERVE FUND:

Tom Fountain, the staff stormwater engineer, noted that \$405,000 is the cost of priority storm water management projects in 2016 as follows:

- FWOP basin – \$150,000
- Aidenn Lair basin – \$120,000
- Virginia Drive cross pipe – \$60,000
- Route 309/Bodenstein Creek - \$75,000

Additional projects that have been identified but are of a lower priority include:

- Holly Hill - \$100,000
- Pennsylvania Avenue/Commerce Drive - \$120,000
- Avenue G basin – \$55,000
- Sandy Run/Vance Drive/Lulu Dam - \$50,000
- Pinetown/Highland - \$200,000

- Abington sewer plant/Sandy run – \$200,000
- Highland/Rt. 309/Van Sant - \$10,000

In addition, there are 11 more projects that are almost at storage capacity.

Engineering and design work will be prepared by the Township staff engineer or by contracted engineering. Projected cost for the engineer in 2016 totals \$25,000.

Mr. Ropski informed that at the state level, there is a possibility of a funding mechanism in 2016 for storm water and infrastructure projects.

ECONOMIC DEVELOPMENT FUND – 2016 EXPENDITURES:

<u>Replacement of Three Bridges:</u>	\$1,370,000
Three bridge replacement projects are scheduled for construction in 2016 in the FWOP. The total cost of the three projects is estimated at \$5,220,000. Grant funding has been secured in the amount of \$3,560,000 leaving a balance of \$1,660,000 as a local match. Approximately \$290,000 of the local match was spent to date. The remaining local match is budgeted in 2016.	
<u>Final Engineering for Road Diet Projects:</u>	\$400,000
Funds are budgeted to continue the engineering and design work on the Virginia Drive and Commerce Drive road diet projects.	
Total	\$1,770,000

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 2016, the Parks and Recreation Real Estate Tax rate to fund all expenditures is proposed at the rate of .714 mils. At the proposed tax rate, the tax will generate **\$1,564,854** in revenues.

Charges to recreation program participants and park facility users generate **\$469,996**. Interest earnings on the fund are expected to add **\$1,000** and employee contributions toward the cost of health benefits are budgeted at **\$7,750**.

Expenditures total **\$2,122,326**, an increase of \$24,331 (1,1%) above the 2015 budget.

Percentage changes for prior years are shown below:

2008 – 5.5%	2012 – 3.1%
2009 – 6.1%	2013 – 4.2%
2010 – (-3.1%)	2014 – 3.1%
2011 – 2.2%	2015 – 5.2% (Projected)

\$109,418 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 for the 14 fulltime P&R employees. A corresponding revenue item of **\$56,541** is budgeted as a contribution from the Commonwealth's General Municipal Pension System towards the Township's pension costs. The difference of **\$52,877** must be derived from other sources.

At the proposed revenue, expenditure and transfer levels, the Parks and Recreation fund is expected to end the 2015 fiscal year with a fund balance of **\$519**.

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 2016 totals **\$385,306**. Direct costs to provide most programs, trips and events are covered by user fees that are budgeted to generate **\$399,889** in 2016. User fees do not completely cover the cost to fund North Hills Recreation Summer Camp program budgeted at **\$20,000**.

Mr. Dureka commented as follows:

Overview of 2015:

- 2015 was another great year of programs, special events, trips, parks management, trail development, and maintaining what UDT currently has.
- The department was able to distribute \$4,000 to the Summer Scholarship Program that benefited 15 separate families in UDT. At some point in time, it is hoped it would be a year-round scholarship program that will benefit all of the services the department does provide, and none of that money would be coming from taxpayers.
- The new registration system for summer programs was a success, and it is already paid off. Projecting a \$3,000 decrease in credit card fees. The system has allowed the department to secure lower fees. The Finance Department has been happy with the reports that have been generated. Mr. Dureka is continuing to work with staff to look at all of the data and do some metrics so that it can best serve the community as well as provide the BOC with answers when questions arise.
- The summer day camp program was shrunk from three sites down to two sites (eliminated the Sandy Run Middle School site).

Overview of 2016:

- The organization chart proposed for 2016 shows no change in personnel.
- Looking at a 1.1% increase (\$24,000). Salaries and fringe benefits alone accounted for \$34,000.
- Staff decreased expenses wherever possible.

- Looking at a projection of \$25,000 increase in overall revenue including trips, rentals, all programs, etc.

PARKS AND RECREATION FUND – ADMINISTRATION:

Recommended funding for the Administration cost center totals \$582,483 in 2016.

- Seeing a slight increase of 2.4%.
- Doing a one-time purchase for a camp module, a \$1,600 upgrade that will allow the department to generate additional reports and also be able to offer multi-child discounts.
- Mr. Ropski asked about intern salaries. A stipend for a college intern to work approximately 400 hours is requested at a cost of \$4,000. That amount will be split between a college intern at \$1,000 and a summer intern at \$3,000.

PARKS AND RECREATION – RECREATION PROGRAMS AND SERVICES ACCOUNT:

- A slight 2.1% increase most of which is due to taking an additional trip to Broadway. It is anticipated that will generate a \$500 profit.
- 2016 proposed program revenues – \$435,489
- 2016 proposed program expenses – \$365,306
- In 2016, UDPR will continue to operate programs as a positive revenue source.

PARKS AND RECREATION – UPPER DUBLIN COMMUNITY POOL:

\$876 (1.3%)
 2016 - \$70,031
 2015 - \$69,155

- Overall increase of \$876.
- Have continued to operate the pool in a very cost effective way.
- During the weekdays, on-site management makes the call about the hours in which the pool remains open. That has kept staff expenses in check. Staff represents 40% of community pool expenses.
- \$2,500 is earmarked for clean out of the big filter.
- Breakdown of resident vs. non-resident – 70%-30%. The reverse is actually true in terms of actual funding.
- **If the intent is to keep the swimming pool as an ongoing resource, Mr. Derr suggested staff start anticipating major replacements. He suggested that Mr. Dureka list future capital needs and present them to the BOC in the near future for their perusal.**
- Ms. Damsker suggested that if there is ever a time in the future when the swimming pool becomes cost prohibitive, a good alternative would be a splash pool.
- Mr. Leonard informed that Montgomery Township recently opened a playground/splash pool next to the Township building at a cost of \$1 million.
- Mr. Dureka said UDT could do something to the same effect as Montgomery Township at a cost of \$50,000-\$75,000. However while the supervision component would be minimal, UDT would be losing the only swimming pool within its boundaries.

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 \$991,968 in 2016.

\$3,166 (0.3%)
2016 - \$991,968
2015 - \$988,802

- Rent for storage went from \$850 to almost \$1,650. Looking at pole barns and unheated space to get some of the equipment out of the weather.
- **Regarding the Vehicle O&M Fees, Ms. Gushue surmised that since gasoline allocations were lowered previously in these minutes, the proposed budget for 2016 of \$141,942 in this cost center will be lowered.**
- Mr. Ropski questioned the expenditure of \$4,500 proposed for plant materials. Mr. Dureka explained that it is actually \$500 less than the amount allotted for 2015. As an example, when it is deemed that a tree must be taken down, one or two are planted in its place. The funding could also be used for maintenance, shrub plantings, plantings along trails, etc.

The following discussion took place regarding the timeframe of major replacements at SPARK:

- Mr. Dureka:
- DIVIT, the insurance trust, has been doing an assessment of the fields each year. They have given UDT a good rating. They are expecting an additional 3 to 5 years before major repairs/replacements are due. Additionally, when the fields were built, UDT was looking at 8 to 10 years. Now the department is anticipating 12 years which will take them probably to 2017 but more likely toward 2019.
 - The field closest to Susquehanna Road receives higher intensity. It is anticipated that it might not have to be replaced in the same year as the other.
 - There are three major stakeholders that may be contributing: the school district, UDT, and the youth sports organizations.
 - The youth sports organizations have a savings account in a reserve fund. They basically pay a \$12.50 per hour rental rate. UDPR will be making approximately \$34,000 per year out of that account. Anything over the actual one third contribution that is needed will be evenly split between the school district and UDT, and UDT anticipates that its portion will be approximately \$68,000 anticipating that it would be replacing the field in 2019.
 - The Open-Space Fund receives \$1,500 per residential unit in a multi dwelling unit that is built. Of that amount, \$1,000 will remain in the open-space fund and \$500 will be earmarked for replacement of SPARK after the BOC ultimately approves the expenditure.
 - In 2013, Wissahickon replaced their turf. The bid ranges were from \$314,000 to \$460,000. They ended up at \$391,000 because \$314,000 did not meet the spec they had.
 - UDT is anticipating approximately \$750,000 to do both fields realizing that there may be a cost savings overall or there may not be a cost savings.

- Mr. Derr:
- UDT did invest in a wear layer which is adding to the longevity of this field.
 - Has spent a lot of time working with the youth sports groups and the development of SPARK. Derek Dureka, Sue Lohoefer, Bob Danaher and Mr. Derr meet on a yearly basis to go over and review the rates and then set the fees. **Suggested that someone on the BOC take an active role with the youth groups and the school district because in most cases, both entities are involved.**

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 2016 is **\$48,741**.

\$1045 (- 2.1%)
 2016 - \$48,741
 2015 - \$49,786

- Slight increase in Robin's Park maintenance.
- In the future, it is the Parks and Recreation Department's desire to erect a greenhouse on the property so that shrubs, trees and other plantings can be grown in-house. Cost would be approximately \$8,000-\$9,000. Mr. Dureka is applying for two separate grants to hopefully cover most of the anticipated costs.
 - **Ms. Gushue suggested that the greenhouse could be a Boy Scout Eagle award project. Mr. Dureka will look into the logistics.**
- Over the next three years, the department would like to have a more aggressive Natural Land Management Resource Plan. The Maple Glen Garden club has already indicated that they are interested in partnering with P&R.

PARKS AND RECREATION – SITE WATCH:

This cost center funds the Sitewatch Program, created to ensure proper and safe conduct at all Park facilities in UDT. The proposed budget to fund these functions is **\$43,799**. Payments in the amount of \$29,694 from the Upper Dublin School District, youth sports organizations, and other organizations using Township facilities offset a majority of these costs.

-\$193 (0.4%)
 2016 - \$43,799
 2015 - \$43,992

- Lowered uniform budget slightly because they only anticipate bringing on one new employee in the summer.

OPEN SPACE FUND SUMMARY:

The Open Space Fund supports parks and recreation capital projects. The following chart describes the open space projects recommended for consideration for funding in the 2015 budget. The total estimated cost for these projects is **\$83,200**.

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 CRF. Additional funds are received in the form of one time contributions from those developments that specifically affect park maintenance, from intergovernmental grants, and from interest income.

In 2016, revenues are expected in the amount of **\$75,000**, **\$500** from interest income and **\$75,000** from open space fees.

Purchases in 2015:

- Front mounted snow thrower.
- Steiner snow blower.
- Rough cut mower deck for the Steiner.

Projects completed in 2015:

- Replaced fencing at Mondauk Common.
- Updating Mondauk Common bathrooms.

CAPITAL PROJECTS 2016:

Purchase of dump trailer	\$9,000
Purchase of Steiner front end loader	\$5,700
Purchase of Steiner stump grinder - When Mr. Leonard suggested putting off purchase of a stump grinder for a year, all but Commissioner Derr were in favor of purchasing this equipment in 2016.	\$5,000
Replacement of 25-year-old Robbins Park maintenance shed	\$3,500
Replacement of 22-year-old North Hills Park play structure	\$60,000
Total	\$83,200

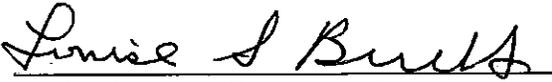
RECAP OF 2016 BUDGET DECISIONS:

1. Bonus to employees who have gone above and beyond their job description – \$15,000.
2. Add \$65,000 in revenues for permits.
3. Add funding for 2016 calendar.
4. Mr. Bleemer to issue a memo showing how much the 2016 budget amount could be lowered.
5. Keep the 2 ½% tax increase and reallocate the fire tax reduction to the FWOP.

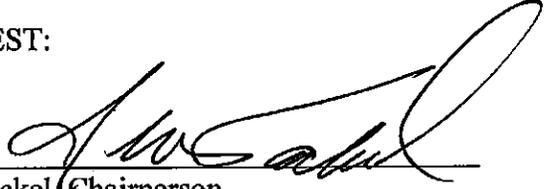
ADJOURNMENT:

There being no further business to discuss, the meeting was adjourned.

Respectfully submitted,


Louise S. Birett, Recording Secretary

ATTEST:


Ira Tackel, Chairperson