

To: Roman M. Pronczak, Township Manager

From: Christine M. Bauman, Director of Finance

Date: May 18, 2015

Re: Treasurer's Report & Cash Statement – **March 31, 2015**

FINANCIAL REPORT CARD

CATEGORY	CONDITION	PAGE
General Fund		
Real Estate Taxes	Caution & Monitor	2
Transfer Taxes	Meets or Exceeds	2
Earned Income Taxes	Meets or Exceeds	2
Local Services Taxes	Meets or Exceeds	2
Cable Franchise Fees	Meets or Exceeds	2
State Aid (Pensions)	Meets or Exceeds	2
Licenses, Permits & Fees	Meets or Exceeds	2
Park & Recreation Fees	Meets or Exceeds	2
Operating Costs	Meets or Exceeds	2
Salaries	Meets or Exceeds	2
Health Insurance	Meets or Exceeds	2
Pensions	Meets or Exceeds	2
Overtime	Meets or Exceeds	2
Interfund Transfers	Meets or Exceeds	2
Ending Cash Balance	Meets or Exceeds	3
Sewer Fund		
Sewer Charges	Caution & Monitor	3
Sewer Operating Expenses	Meets or Exceeds	3
Ending Cash Balance	Meets or Exceeds	3
Capital Reserve Fund		
Ending Cash Balance	Meets or Exceeds	3
Debt Service Fund		
Debt Service Expenses	Meets or Exceeds	3

Meets or Exceeds
Caution & Monitor
Action Needed

**WHITPAIN TOWNSHIP
TREASURER'S REPORT
EXECUTIVE SUMMARY
FOR THE MONTH ENDED MARCH 31, 2015**

Revenue or Expense Category

General Fund

Real Estate Taxes - Real estate tax revenues (9.4%) are behind last year's pace (17.1%). These collections include current (\$369,337 or 9.5%) and delinquent (\$9,219) collections and are net of assessment appeal refunds (\$0). Real estate taxes paid in protest placed in restricted funds total \$291,736 (or 25% of \$1,166,944). These properties include Sentry Park West (\$183,363), 980 Harvest Drive (\$45,383) and Latham Realty (\$17,932).

Real Estate Transfer Taxes - We are ahead of last year's pace (19.3% vs. 11.3%).

Earned Income Taxes - EIT collections (24.3%) are on par last year's pace (25.3%). Now that Act 32 is fully implemented, we can expect that our core EIT revenues will be more stable and predictable.

Local Services Taxes (LST) - We are behind (22.3%) last year's pace (25.8%). Similar to EIT, our core revenues will be more stable and predictable in 2015.

Cable Franchise Fees – These fees are remitted quarterly. We are at (0.0%) compared with last year's pace (0.0%). After initially resisting our request to audit, Comcast has agreed to provide its records to us. Verizon should soon follow suit.

State Aid (Pensions) – These pension grants are remitted in October of each year. We are at (0.0%) last year's pace (0.0%).

Licenses, Permits & Fees – We are ahead of (51.5% vs. 20.7%) last year and over budget.

Park & Recreation Fees – We are on par (12.9%) with last year (10.6%).

Operating Expenses – These departmental expenses include salaries (separately reported below) represent 25% of our annual budget to date. We are under budget (20.3%) and are on par (20.5%). For some departments, we need to reimburse expenses from our Sewer Fund.

Salaries – Personnel includes wages and salaries for full time, part time and seasonal employees. The 2015 budget includes 89 full time employees. Personnel expenses remain relatively flat on a month-to-month basis. As these wage and salary expenses represent 25% of our annual budget to date, we are under budget (21.4%) and behind last year's pace (22.2%). For some departments, we need to reimburse wages from our Sewer Fund. We are nearing hiring expectations as we currently have 87 of 89 positions filled.

Health Insurance - We are over budget and on par (28.4%) with last year's pace (28.5%). \$22,500 is reimbursed from Sewer Fund to General Fund each month. This reimbursement results in net expenses of 8.5%. The remaining overage is primarily due to changes in family status for our employee group.

Pension – We are on par (16.9%) with last year's pace (17.1%). We now include employer payments to our defined contribution plan in our pension category. We generally pay our pension expenses on an every other month cycle to gain the value of dollar cost averaging.

Overtime – We are significantly behind (19.1%) last year's pace (26.5%). We are under budget for Road Maintenance (0.6%), Sewer (11.0%), and Police (8.4%). We are over budget for Snow Removal (68.3%) but this is a small variance.

Ending Cash Balance - Please see attached Cash Statement as of **March 31, 2015**.

March 31, 2015	March 31, 2014
\$3,281,644	\$5,041,547

Sewer Fund

Sewer Charges - We are ahead (25.8%) of last year's pace (24.0%) and over budget. Starting with the 3Q2014 sewer bills, residential customers' consumption habits were monitored and excessive consumption resulted in sewer usage charges. An average of 17% of residential customers (970 of 5,832) were assessed the usage charge, resulting in revenues of \$59,160, compared with an expected rate of 20%, or \$75,000. Commercial billings continue to decline each year (from \$953,860 in 2012, to \$915,086 in 2013 and \$840,810 in 2014). Through 1Q2015 commercial billings totaled \$298,436. The increase in expected revenue is due to the water leak at the Montgomery County Community College. A credit will be issued in 2Q2015. Finally, beginning in March, the Township liened an additional \$81,020 in delinquent sewer charges (principal, interest and legal) making an outstanding lien total of \$161,830. Finance continues to investigate third party agencies to assist in the collection of liens.

Sewer Operating Expenses - We are ahead (19.3%) last year's pace (18.0%) and under budget. For some departments, we need to reimburse General Fund expenses from our Sewer Fund.

Ending Cash Balance - Please see attached Cash Statement as of March 31, 2015. For some departments, we need to reimburse General Fund expenses from our Sewer Fund.

March 31, 2015	March 31, 2014
\$1,263,209	\$1,201,539

Capital Reserve Fund

Ending Cash Balance - Please see attached Cash Statement as of March 31, 2015.

March 31, 2015	March 31, 2014
\$7,845,381	\$5,549,828

Debt Service Fund - Debt Service Expenses - We are behind (4.9%) of last year's pace (6.2%).

Whitpain Township

Treasurer's Report

Department	For the Month Ended 3/31/2015			Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
	YTD Actual	Current Year Budget	YTD Actual to Budget (%)			
GENERAL FUND						
REVENUES						
REAL ESTATE TAXES	371,934	3,943,500	9.43%	663,628	3,888,500	17.07%
TRANSFER TAXES	106,116	550,000	19.29%	54,330	480,000	11.32%
EARNED INCOME TAXES	1,408,233	5,800,000	24.28%	1,377,578	5,450,000	25.28%
LOCAL SERVICES TAXES	155,920	700,000	22.27%	193,517	750,000	25.80%
CABLE FRANCHISE FEES	0	320,000	0.00%	0	350,000	0.00%
STATE AID-PENSIONS	0	414,406	0.00%	0	427,280	0.00%
LICENSES, PERMITS & FEES	174,427	338,720	51.50%	69,015	333,500	20.69%
PARK & RECREATION FEES	57,082	442,200	12.91%	43,536	410,700	10.60%
TOTAL REVENUES	2,273,713	12,508,826	18.18%	2,401,603	12,089,980	19.86%
EXPENSES						
TRANSFERS OUT	500,000	500,000	100.00%	0	1,000,000	0.00%
SALARIES						
OFFICIALS	3,438	20,625	16.67%	5,156	20,625	25.00%
EXECUTIVE	83,141	328,954	25.27%	82,597	309,957	26.65%
FINANCE	72,571	279,018	26.01%	68,157	264,470	25.77%
TAX COLLECTION	4,167	25,000	16.67%	5,417	25,000	21.67%
INFORMATION TECHNOLOGY	17,554	78,467	22.37%	16,642	70,231	23.70%
ENGINEERING	73,424	270,933	27.10%	73,158	196,640	37.20%
PUBLIC WORKS	254,710	1,237,081	20.59%	248,351	1,054,573	23.55%
POLICE	789,900	3,792,719	20.83%	707,265	3,464,713	20.41%
FIRE	25,208	134,985	18.67%	33,197	133,061	24.95%
CODE ENFORCEMENT	70,316	291,493	24.12%	70,040	287,805	24.34%
ZONING	0	10,497	0.00%	0	10,060	0.00%
PARK & RECREATION	44,459	257,914	17.24%	44,321	264,884	16.73%
TOTAL SALARY EXPENSES	1,438,887	6,727,686	21.39%	1,354,302	6,102,019	22.19%
OVERTIME						
POLICE	6,779	80,346	8.44%	9,375	75,600	12.40%
SEWER	4,596	41,836	10.99%	5,834	35,866	16.27%
PW SNOW REMOVAL	18,235	26,711	68.27%	19,838	26,711	74.27%
PW ROAD MAINTENANCE	38	6,500	0.59%	3,323	6,500	51.12%
TOTAL OVERTIME EXPENSES	29,648	155,393	19.08%	38,370	144,677	26.52%
HEALTH INSURANCE						
SUPERVISORS	19,322	68,658	28.14%	20,606	63,888	32.25%
ADMINISTRATION	18,277	52,834	34.59%	17,512	54,574	32.09%
FINANCE	19,345	45,305	42.70%	13,866	43,505	31.87%
INFORMATION TECHNOLOGY	6,791	24,108	28.17%	6,539	22,703	28.80%
ENGINEERING	22,814	64,926	35.14%	21,937	46,143	47.54%
POLICE	199,494	726,918	27.44%	191,900	666,935	28.77%
FIRE	8,842	31,617	27.97%	8,819	30,161	29.24%
CODE ENFORCEMENT	22,618	72,154	31.35%	21,733	68,742	31.62%
ZONING	653	2,401	27.18%	606	2,380	25.45%
SEWER	53,582	259,696	20.63%	58,034	272,680	21.28%
PUBLIC WORKS ADMINISTRATION	109,528	352,204	31.10%	90,182	319,167	28.26%
RECREATION ADMINISTRATION	16,284	51,672	31.51%	15,527	48,954	31.72%
TOTAL HEALTH INSURANCE EXPENSES	497,549	1,752,493	28.39%	467,260	1,639,832	28.49%

Whitpain Township

Treasurer's Report

PENSIONS

NON-UNIFORM	69,362	416,158	16.67%	60,657	363,932	16.67%
DEFINED CONTRIBUTION	11,262	54,279	20.75%	9,381	31,677	29.61%
POLICE	88,213	529,276	16.67%	68,418	410,503	16.67%
SEWER	23,118	138,695	16.67%	20,221	121,311	16.67%
TOTAL PENSION EXPENSES	191,954	1,138,408	16.86%	158,677	927,423	17.11%

OTHER EXPENSES

SUPERVISORS	4,262	12,328	34.57%	2,487	10,578	23.52%
ADMINISTRATION	62,113	331,464	18.74%	62,470	307,915	20.29%
FINANCE	15,309	100,742	15.20%	18,718	77,681	24.10%
TAX COLLECTION	19,448	96,918	20.07%	26,232	96,693	27.13%
COMPUTER & INFO, SERVICES	10,828	49,503	21.87%	11,546	48,718	23.70%
PLANNING & ENGINEERING	20,071	88,250	22.74%	16,029	82,379	19.46%
BUILDING MAINTENANCE	54,537	210,367	25.92%	53,932	209,867	25.70%
POLICE EXPENSES	111,618	759,606	14.69%	109,138	739,784	14.75%
FIRE	10,191	47,094	21.64%	9,053	45,205	20.03%
CODE ENFORCEMENT	37,500	112,459	33.35%	17,352	96,098	18.06%
ZONING	2,753	73,301	3.76%	11,665	65,554	17.79%
PUBLIC WORKS ADMINISTRATION	48,398	210,891	22.95%	47,861	185,413	25.81%
PUBLIC WORKS STREET CLEANING	420	4,000	10.49%	0	4,000	0.00%
PUBLIC WORKS SNOW REMOVAL	1,920	17,068	11.25%	5,146	4,500	114.36%
PUBLIC WORKS TRAFIC SIGNALS	11,516	82,000	14.04%	18,086	81,000	22.33%
PUBLIC WORKS STREET LIGHTING & MARKING	5,307	21,500	24.68%	3,366	21,500	15.66%
PUBLIC WORKS SIDEWALKS & CURBS	2,800	37,000	7.57%	3,500	37,000	9.46%
PUBLIC WORKS STORM SEWER MAINTENANCE	294	15,000	1.96%	1,629	9,600	16.96%
PUBLIC WORKS EQUIPMENT MAINTENANCE	47,074	224,473	20.97%	66,440	218,079	30.47%
PUBLIC WORKS ROAD MAINTENANCE	4,301	516,108	0.83%	9,853	500,001	1.97%
RECREATION AND ADMINISTRATION	22,386	92,839	24.11%	10,766	89,225	12.07%
RECREATION AND PROGRAMS	15,500	260,249	5.96%	16,369	251,301	6.51%
PUBLIC WORKS PARK MAINTENANCE	19,816	195,800	10.12%	28,035	156,100	17.96%

SEWER FUND

REVENUES

SEWER RENT - CURRENT	850,454	3,300,000	25.77%	826,840	3,450,000	23.97%
SEWER RENT - PEN & INT	6,425	30,000	21.42%	6,852	30,000	22.84%
TOTAL SEWER CHARGES	856,879	3,330,000	25.73%	833,692	3,480,000	23.96%
TRANSFERS IN	0	0	0.00%	0	0	0.00%

EXPENSES

TRANSFERS OUT	0	625,000	0.00%	0	250,000	0.00%
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DEBT SERVICE FUND

EXPENSES

DEBT PRINCIPAL	0	895,000	0.00%	0	861,000	0.00%
DEBT PRINCIPAL CAPITAL PROJECTS	0	255,000	0.00%	0	80,000	0.00%
DEBT INTEREST	74,903	292,503	25.61%	83,648	327,722	25.52%
DEBT INTEREST CAPITAL PROJECTS	0	86,545	0.00%	0	86,545	0.00%
TOTAL DEBT SERVICE EXPENSES	74,903	1,529,048	4.90%	83,648	1,355,267	6.17%

Whitpain Township

Operating Expense Report

Department	For the Month Ended 3/31/2015		YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
	YTD Actual	Current Year Budget				
SUPERVISORS	27,022	101,611	26.59%	28,250	95,091	29.71%
ADMINISTRATION	244,154	1,183,689	20.63%	232,617	1,068,055	21.78%
FINANCE	107,225	425,065	25.23%	100,740	385,656	26.12%
TAX COLLECTION	23,615	121,918	19.37%	31,649	121,693	26.01%
LEGAL	84,040	245,000	34.30%	56,468	306,000	18.45%
INFORMATION TECHNOLOGY	35,173	152,078	23.13%	34,728	141,652	24.52%
PLANNING & ENGINEERING	116,308	424,109	27.42%	111,125	325,162	34.18%
PUBLIC WORKS	578,893	3,156,703	18.34%	599,542	2,834,011	21.16%
POLICE	1,196,004	5,888,865	20.31%	1,086,096	5,357,535	20.27%
FIRE	44,241	213,696	20.70%	51,069	208,427	24.50%
CODE ENFORCEMENT	130,434	476,106	27.40%	109,125	452,645	24.11%
ZONING	3,405	86,199	3.95%	12,271	77,994	15.73%
SEWER	599,586	3,106,250	19.30%	563,403	3,126,226	18.02%
PARK AND RECREATION	98,629	662,674	14.88%	86,984	654,364	13.29%
TOTAL OPERATING EXPENSES	3,288,731	16,243,964	20.25%	3,104,065	15,154,511	20.48%

MARCH 31, 2015

ACCOUNT	PURCHASE DATE	DUE DATE	PRINCIPAL	INVESTED WITH	INTEREST RATE	TOTAL
GENERAL FUND	VARIOUS	OPEN	523,311	PLGIT	0.01	523,310.85
	VARIOUS	OPEN	6,926	PLGIT PLUS	0.02	6,926.38
	VARIOUS	OPEN	280,330	PLGIT PR	0.01	280,329.53
	VARIOUS	OPEN	3	PLGIT PR PLUS	0.02	3.34
	VARIOUS	OPEN	2,758,333	TD GENERAL FUND	0.10	2,758,332.71
	VARIOUS	OPEN	88,826	TD-E PAYMENTS	0.10	88,826.02
	VARIOUS	OPEN	1,571	TD-PR	0.10	1,571.24
	VARIOUS	OPEN	11,412	PLGIT PROCUREMENT	0.01	11,411.88
	VARIOUS	OPEN	1,772	DRUG ENFORCEMENT	0.10	1,772.36
	VARIOUS	OPEN	572,272	OPERATING RESERVE	0.10	572,271.97
	VARIOUS	OPEN	572,272	POLICE SPECIAL EQUIPMENT	0.10	1,289.72
FIRE CAPITAL FUND	VARIOUS	OPEN	5,285	PLGIT - ARBITRAGE	0.01	5,284.50
DEBT SERVICE	VARIOUS	OPEN	390,089	TD BANK	0.10	390,088.59
FIRE PROTECTION TAX	VARIOUS	OPEN	411,459	TD BANK	0.10	411,459.42
FIRE CAPITAL FUND	VARIOUS	OPEN	663,718	TD BANK	0.10	663,717.63
FIRE HYDRANT	VARIOUS	OPEN	152,339	TD BANK	0.10	152,339.16
CAPITAL RESERVE	VARIOUS	OPEN	7,845,381	TD BANK	0.10	7,845,380.67
CAPITAL RES - SIDEWALK GRANT	VARIOUS	OPEN	189,889	TD BANK	0.10	189,888.70
MANOR HOUSE	VARIOUS	OPEN	61,478	TD BANK	0.10	61,478.23
OPEN SPACE ACQUISITION	VARIOUS	OPEN	868,396	TD BANK	0.10	868,395.57
OPEN SPACE RESERVE	VARIOUS	OPEN	372,949	TD BANK	0.10	372,949.22
HIGHWAY AID FUND	VARIOUS	OPEN	510,320	TD BANK	0.10	510,320.00
POLICE MED INS RETIREE	VARIOUS	OPEN	385,290	TD BANK	0.10	385,290.04
NON UNIFORM MED INS RETIREE	VARIOUS	OPEN	14,757	TD BANK	0.10	14,757.19
ESCROW	VARIOUS	OPEN	1,649,775	TD BANK	0.10	1,649,774.85
RESERVE FOR OUTFALL STORM WT	VARIOUS	OPEN	36,378	TD BANK	0.10	36,378.26
FEE-IN-LIEU OF STORMWATER MNT	VARIOUS	OPEN	25,664	TD BANK	0.10	25,663.75
TRAFFIC IMPROVEMENTS	VARIOUS	OPEN	562,810	TD BANK	0.10	562,810.30
SEWER FUND	VARIOUS	OPEN	281,358	PLGIT PLUS	0.02	281,357.57
	VARIOUS	OPEN	981,851	TD BANK	0.10	981,850.66
SEWER CAPITAL	VARIOUS	OPEN	499,907	TD BANK	0.10	499,907.18
March 31, 2014				PLGIT	0.01	
General Fund TD Bank	\$4,000,164.26			PLGIT PLUS	0.02	
General Fund PLGIT	\$1,041,382.40			TD BANK	0.10	
Sewer TD Bank	\$920,242.79					
Sewer PLGIT	\$281,296.10					
Capital Reserve TD Bank	\$5,549,828.46					