

To: Roman M. Pronczak, Township Manager

From: Christine M. Bauman, Director of Finance

Date: June 16, 2015

Re: Treasurer's Report & Cash Statement – *April 30, 2015*

**FINANCIAL REPORT CARD**

<b>CATEGORY</b>	<b>CONDITION</b>	<b>PAGE</b>
<b>General Fund</b>		
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<i>Transfer Taxes</i>	Meets or Exceeds	2
<i>Earned Income Taxes</i>	Meets or Exceeds	2
<i>Local Services Taxes</i>	Meets or Exceeds	2
<i>Cable Franchise Fees</i>	Meets or Exceeds	2
<i>State Aid (Pensions)</i>	Meets or Exceeds	2
<i>Licenses, Permits &amp; Fees</i>	Meets or Exceeds	2
<i>Park &amp; Recreation Fees</i>	Meets or Exceeds	2
<i>Operating Costs</i>	Meets or Exceeds	2
<i>Salaries</i>	Meets or Exceeds	2
<i>Health Insurance</i>	Meets or Exceeds	2
<i>Pensions</i>	Meets or Exceeds	2
<i>Overtime</i>	Meets or Exceeds	2
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Meets or Exceeds
Caution & Monitor
Action Needed

**WHITPAIN TOWNSHIP  
TREASURER'S REPORT  
EXECUTIVE SUMMARY  
FOR THE MONTH ENDED APRIL 30, 2015**

**Revenue or Expense Category**

**General Fund**

Real Estate Taxes - Real estate tax revenues (27.1%) are significantly behind last year's pace (70.7%). These collections include current (\$1,061,095 or 27.2%) and delinquent (\$15,872) collections and are net of assessment appeal refunds (\$0). Collections are expected to pick up through May and be on pace with last year. 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 (28.1% vs. 19.9%).

Earned Income Taxes - EIT collections (30.2%) are slightly behind last year's pace (32.6%). 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 slightly behind (27.5%) last year's pace 30.2%). 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 significantly ahead of (59.6% vs. 20.6%) last year and over budget.

Park & Recreation Fees – We are slightly behind (24.56%) with last year (25.79%).

Operating Expenses – These departmental expenses include salaries (separately reported below) represent 33% of our annual budget to date. We are under budget (30.8%) and are slightly ahead of last year's (29.6%). 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 33% of our annual budget to date, we are on budget (33.0%) and ahead last year's pace (29.8%). This is due to there being 3 pays in April 2015 compared to only 2 in 2014. 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 (37.7%) and ahead of last year's pace (35.3%). This is due to increased health care expenses as well as 3 pays in April 2015 compared to only 2 in 2014. \$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 (33.3%) with last year's pace (33.6%). 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 (23.7%) last year's pace (32.0%). We are under budget for Road Maintenance (2.7%), Sewer (15.3%), and Police (13.0%). We are over budget for Snow Removal (74.6%) but this is a small variance.

Interfund Transfers – We have transferred our budgeted amount of \$500,000 to the Capital Reserve Fund for 2015.

Ending Cash Balance – Cash Balance has decreased significantly since last year due to \$3,000,000 being transferred to the Capital Reserve Fund for improvements. Please see attached Cash Statement as of **April 30, 2015**.

<i>April 30, 2015</i>	<i>April 30, 2014</i>
\$3,833,442	\$6,871,429

**Sewer Fund**

Sewer Charges - We are ahead (51.31%) of last year's pace (46.5%) and over budget. Starting with the 3Q2014 sewer bills, residential customers' consumption habits were monitored and excessive consumption resulted in sewer usage charges. For 2Q2015 12% of residential customers were assessed the usage charge compared to an expected rate of 20%. Commercial Billings continue to decline (from \$953,860 in 2012, to \$915,086 in 2013 and \$840,810 in 2014). In 2Q2015 commercial billings totaled \$249,613, totaling \$548,049 for the year. The increase in expected revenue is due to the water leak at the Montgomery County Community College. A credit will be issued in 3Q2015. Finally beginning in March, the Township liened an additional \$56,048 in delinquent sewer charges (principal, interest and legal). These liens combined with additional interest (\$24,972) from the Liens in March 2012 made an outstanding lien total of \$161,830 at the end of March. In April the Township collected a total \$320 making the outstanding balance \$161,510 with interest continuing to accrue on the delinquent principal balance.

Sewer Operating Expenses - We are on par (31.7%) last year's pace (31.5%) 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 **April 30, 2015**.

<i>April 30, 2015</i>	<i>April 30, 2014</i>
\$1,487,485	\$1,367,141

**Capital Reserve Fund**

Ending Cash Balance - Please see attached Cash Statement as of **April 30, 2015**.

<i>April 30, 2015</i>	<i>April 30, 2014</i>
\$7,695,575	\$5,526,206

**Debt Service Fund** - Debt Service Expenses - We are ahead (9.3%) of last year's pace (8.2%).

# Whitpain Township

## Treasurer's Report

							For the Month Ended 4/30/2015						
Department	YTD Actual	Current Year Budget	YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)							
<b>GENERAL FUND</b>													
<b>REVENUES</b>													
REAL ESTATE TAXES	1,070,345	3,943,500	27.14%	2,749,346	3,888,500	70.70%							
TRANSFER TAXES	154,578	550,000	28.11%	95,426	480,000	19.88%							
EARNED INCOME TAXES	1,752,768	5,800,000	30.22%	1,775,297	5,450,000	32.57%							
LOCAL SERVICES TAXES	192,663	700,000	27.52%	226,678	750,000	30.22%							
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	201,704	338,720	59.55%	68,751	333,500	20.62%							
PARK & RECREATION FEES	108,606	442,200	24.56%	105,910	410,700	25.79%							
	3,480,665	12,508,826	27.83%	5,021,408	12,089,980	41.53%							
<b>EXPENSES</b>													
TRANSFERS OUT	500,000	500,000	100.00%	0	1,000,000	0.00%							
<b>SALARIES</b>													
OFFICIALS	5,156	20,625	25.00%	6,875	20,625	33.33%							
EXECUTIVE	133,765	328,954	40.66%	109,276	309,957	35.26%							
FINANCE	111,824	279,018	40.08%	90,237	264,470	34.12%							
TAX COLLECTION	6,250	25,000	25.00%	7,500	25,000	30.00%							
INFORMATION TECHNOLOGY	27,152	78,467	34.60%	22,263	70,231	31.70%							
ENGINEERING	115,270	270,933	42.55%	96,598	196,640	49.12%							
PUBLIC WORKS	401,006	1,237,081	32.42%	335,880	1,054,573	31.85%							
POLICE	1,201,287	3,792,719	31.67%	953,397	3,464,713	27.52%							
FIRE	41,554	134,985	30.78%	43,697	133,061	32.84%							
CODE ENFORCEMENT	107,194	291,493	36.77%	92,670	287,805	32.20%							
ZONING	0	10,497	0.00%	0	10,060	0.00%							
PARK & RECREATION	70,534	257,914	27.35%	58,969	264,884	22.26%							
<b>TOTAL SALARY EXPENSES</b>	2,220,993	6,727,686	33.01%	1,817,361	6,102,019	29.78%							
<b>OVERTIME</b>													
POLICE	10,405	80,346	12.95%	14,171	75,600	18.74%							
SEWER	6,394	41,836	15.28%	8,511	35,866	23.73%							
PW SNOW REMOVAL	19,916	26,711	74.56%	20,324	26,711	76.09%							
PW ROAD MAINTENANCE	174	6,500	2.67%	3,323	6,500	51.12%							
<b>TOTAL OVERTIME EXPENSES</b>	36,889	155,393	23.74%	46,329	144,677	32.02%							
<b>HEALTH INSURANCE</b>													
SUPERVISORS	25,711	68,658	37.45%	24,656	63,888	38.59%							
ADMINISTRATION	23,720	52,834	44.89%	21,378	54,574	39.17%							
FINANCE	25,604	45,305	56.51%	16,781	43,505	38.57%							
INFORMATION TECHNOLOGY	9,017	24,108	37.40%	8,238	22,703	36.29%							
ENGINEERING	30,265	64,926	46.62%	26,834	46,143	58.15%							
POLICE	264,762	726,918	36.42%	237,177	666,935	35.56%							
FIRE	11,723	31,617	37.08%	10,783	30,161	35.75%							
CODE ENFORCEMENT	30,006	72,154	41.59%	27,049	68,742	39.35%							
ZONING	865	2,401	36.02%	568	2,380	23.87%							
SEWER	71,080	259,696	27.37%	71,601	272,680	26.26%							
PUBLIC WORKS ADMINISTRATION	145,430	352,204	41.29%	115,900	319,167	36.31%							
RECREATION ADMINISTRATION	21,581	51,672	41.76%	19,261	48,954	39.34%							
<b>TOTAL HEALTH INSURANCE EXPENSES</b>	659,763	1,752,493	37.65%	580,225	1,639,832	35.38%							

# Whitpain Township

## Treasurer's Report

<b>PENSIONS</b>						
NON-UNIFORM	138,723	416,158	33.33%	121,312	363,932	33.33%
DEFINED CONTRIBUTION	17,490	54,279	32.22%	12,540	31,677	39.59%
POLICE	176,425	529,276	33.33%	136,835	410,503	33.33%
SEWER	46,236	138,695	33.34%	40,439	121,311	33.33%
<b>TOTAL PENSION EXPENSES</b>	<b>378,874</b>	<b>1,138,408</b>	<b>33.28%</b>	<b>311,126</b>	<b>927,423</b>	<b>33.55%</b>

<b>EXPENSES</b>						
SUPERVISORS	4,546	12,328	36.88%	2,698	10,578	25.50%
ADMINISTRATION	83,101	331,464	26.08%	97,970	307,915	31.82%
FINANCE	31,494	100,742	31.26%	21,488	77,681	27.66%
TAX COLLECTION	24,244	96,918	25.01%	32,020	96,693	33.11%
COMPUTER & INFO, SERVICES	13,698	49,503	27.67%	12,727	48,718	26.12%
PLANNING & ENGINEERING	25,333	88,250	28.71%	20,103	82,379	24.40%
BUILDING MAINTENANCE	69,335	210,367	32.96%	84,697	209,867	40.36%
POLICE EXPENSES	140,748	759,606	18.53%	167,173	739,784	22.60%
FIRE	12,242	47,094	26.00%	11,730	45,205	25.95%
CODE ENFORCEMENT	48,059	112,459	42.73%	25,534	96,098	26.57%
ZONING	11,111	73,301	15.16%	13,599	65,554	20.74%
PUBLIC WORKS ADMINISTRATION	62,257	210,891	29.52%	67,502	185,413	36.41%
PUBLIC WORKS STREET CLEANING	1,498	4,000	37.46%	1,047	4,000	26.18%
PUBLIC WORKS SNOW REMOVAL	2,226	17,068	13.04%	9,923	4,500	220.50%
PUBLIC WORKS TRAFIC SIGNALS	13,756	82,000	16.78%	23,715	81,000	29.28%
PUBLIC WORKS STREET LIGHTING & MARKING	7,076	21,500	32.91%	6,342	21,500	29.50%
PUBLIC WORKS SIDEWALKS & CURBS	4,200	37,000	11.35%	4,900	37,000	13.24%
PUBLIC WORKS STORM SEWER MAINTENANCE	1,266	15,000	8.44%	3,637	9,600	37.89%
PUBLIC WORKS EQUIPMENT MAINTENANCE	67,616	224,473	30.12%	81,062	218,079	37.17%
PUBLIC WORKS ROAD MAINTENANCE	6,605	516,108	1.28%	12,691	500,001	2.54%
RECREATION AND ADMINISTRATION	25,095	92,839	27.03%	21,043	89,225	23.58%
RECREATION AND PROGRAMS	20,228	260,249	7.77%	19,644	251,301	7.82%
PUBLIC WORKS PARK MAINTENANCE	52,427	195,800	26.78%	46,319	156,100	29.67%

<b>SEWER FUND</b>						
<b>REVENUES</b>						
SEWER RENT - CURRENT	1,700,126	3,300,000	51.52%	1,609,791	3,450,000	46.66%
SEWER RENT - PEN & INT	8,397	30,000	27.99%	8,737	30,000	29.12%
<b>TOTAL SEWER CHARGES</b>	<b>1,708,522</b>	<b>3,330,000</b>	<b>51.31%</b>	<b>1,618,528</b>	<b>3,480,000</b>	<b>46.51%</b>
TRANSFERS IN	0	0	0.00%	0	0	0.00%

<b>EXPENSES</b>						
TRANSFERS OUT	0	625,000	0.00%	0	250,000	0.00%

<b>DEBT SERVICE FUND</b>						
<b>EXPENSES</b>						
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	99,871	292,503	34.14%	111,531	327,722	34.03%
DEBT INTEREST CAPITAL PROJECTS	42,473	86,545	49.08%	0	86,545	0.00%
<b>TOTAL DEBT SERVICE EXPENSES</b>	<b>142,343</b>	<b>1,529,048</b>	<b>9.31%</b>	<b>111,531</b>	<b>1,355,267</b>	<b>8.23%</b>

# Whitpain Township Operating Expense Report

Department	For the Month Ended 4/30/2015		YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
	YTD Actual	Current Year Budget				
SUPERVISORS	35,413	101,611	34.85%	34,229	95,091	36.00%
ADMINISTRATION	396,799	1,183,689	33.52%	362,476	1,068,055	33.94%
FINANCE	168,923	425,065	39.74%	128,506	385,656	33.32%
TAX COLLECTION	30,494	121,918	25.01%	39,520	121,693	32.47%
LEGAL	118,873	245,000	48.52%	81,895	306,000	26.76%
INFORMATION TECHNOLOGY	49,866	152,078	32.79%	43,228	141,652	30.52%
PLANNING & ENGINEERING	170,868	424,109	40.29%	143,534	325,162	44.14%
PUBLIC WORKS	854,788	3,156,703	27.08%	817,263	2,834,011	28.84%
POLICE	1,793,628	5,888,865	30.46%	1,508,751	5,357,535	28.16%
FIRE	65,518	213,696	30.66%	66,210	208,427	31.77%
CODE ENFORCEMENT	185,259	476,106	38.91%	145,252	452,645	32.09%
ZONING	11,976	86,199	13.89%	14,167	77,994	18.16%
SEWER	986,480	3,106,250	31.76%	985,287	3,126,226	31.52%
PARK AND RECREATION	137,438	662,674	20.74%	118,916	654,364	18.17%
<b>TOTAL OPERATING EXPENSES</b>	<b>5,006,324</b>	<b>16,243,964</b>	<b>30.82%</b>	<b>4,489,235</b>	<b>15,154,511</b>	<b>29.62%</b>

APRIL 30, 2015

ACCOUNT	PURCHASE DATE	DUE DATE	PRINCIPAL	INVESTED WITH	INTEREST RATE	TOTAL
GENERAL FUND	VARIOUS	OPEN	284,439	PLGIT	0.01	284,438.66
	VARIOUS	OPEN	6,926	PLGIT PLUS	0.02	6,926.38
	VARIOUS	OPEN	22,437	PLGIT PR	0.01	22,436.83
	VARIOUS	OPEN	3	PLGIT PR PLUS	0.02	3.34
	VARIOUS	OPEN	3,549,003	TD GENERAL FUND	0.10	3,549,003.04
	VARIOUS	OPEN	88,833	TD-E PAYMENTS	0.10	88,833.32
	VARIOUS	OPEN	1,234	TD-PR	0.10	1,234.11
	VARIOUS	OPEN	599	PLGIT PROCUREMENT	0.01	599.19
	VARIOUS	OPEN	1,773	DRUG ENFORCEMENT	0.10	1,772.51
	VARIOUS	OPEN	572,319	OPERATING RESERVE	0.10	572,319.01
	VARIOUS	OPEN	572,319	POLICE SPECIAL EQUIPMENT	0.10	1,289.83
FIRE CAPITAL FUND	VARIOUS	OPEN	5,285	PLGIT - ARBITRAGE	0.01	5,284.54
DEBT SERVICE	VARIOUS	OPEN	617,464	TD BANK	0.10	617,463.72
FIRE PROTECTION TAX	VARIOUS	OPEN	500,465	TD BANK	0.10	500,464.69
FIRE CAPITAL FUND	VARIOUS	OPEN	657,272	TD BANK	0.10	657,272.16
FIRE HYDRANT	VARIOUS	OPEN	162,962	TD BANK	0.10	162,962.07
CAPITAL RESERVE	VARIOUS	OPEN	7,695,575	TD BANK	0.10	7,695,575.31
CAPITAL RES - SIDEWALK GRANT	VARIOUS	OPEN	189,904	TD BANK	0.10	189,904.31
MANOR HOUSE	VARIOUS	OPEN	64,229	TD BANK	0.10	64,228.56
OPEN SPACE ACQUISITION	VARIOUS	OPEN	868,467	TD BANK	0.10	868,466.94
OPEN SPACE RESERVE	VARIOUS	OPEN	363,734	TD BANK	0.10	363,733.71
HIGHWAY AID FUND	VARIOUS	OPEN	433,541	TD BANK	0.10	433,540.83
POLICE MED INS RETIREE	VARIOUS	OPEN	385,322	TD BANK	0.10	385,321.71
NON UNIFORM MED INS RETIREE	VARIOUS	OPEN	13,758	TD BANK	0.10	13,758.40
ESCROW	VARIOUS	OPEN	1,646,624	TD BANK	0.10	1,646,624.04
RESERVE FOR OUTFALL STORM WT	VARIOUS	OPEN	36,381	TD BANK	0.10	36,381.25
FEE-IN-LIEU OF STORMWATER MNT	VARIOUS	OPEN	25,666	TD BANK	0.10	25,665.86
TRAFFIC IMPROVEMENTS	VARIOUS	OPEN	558,612	TD BANK	0.10	558,611.50
SEWER FUND	VARIOUS	OPEN	281,358	PLGIT PLUS	0.02	281,357.57
	VARIOUS	OPEN	1,206,127	TD BANK	0.10	1,206,127.20
SEWER CAPITAL	VARIOUS	OPEN	436,286	TD BANK	0.10	436,285.63
March 31, 2014				PLGIT	0.01	
General Fund TD Bank	\$6,198,219.85			PLGIT PLUS	0.02	
General Fund PLGIT	\$673,209.13			TD BANK	0.10	
Sewer TD Bank	\$1,085,845.82					
Sewer PLGIT	\$281,296.10					
Capital Reserve TD Bank	\$5,526,205.85					