

To: Roman M. Pronczak, Township Manager

From: Christine M. Bauman, Director of Finance

Date: June 21, 2016

Re: Treasurer's Report & Cash Statement – *April 30, 2016*

FINANCIAL REPORT CARD

CATEGORY	CONDITION	PAGE
General Fund		
<i>Real Estate Taxes</i>	Meets or Exceeds	2
<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 & Fees</i>	Meets or Exceeds	2
<i>Park & 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	3
<i>Interfund Transfers</i>	Meets or Exceeds	3
<i>Ending Cash Balance</i>	Meets or Exceeds	3
Sewer Fund		
<i>Sewer Charges</i>	Caution & Monitor	3
<i>Sewer Operating Expenses</i>	Meets or Exceeds	3
<i>Ending Cash Balance</i>	Meets or Exceeds	3
Capital Reserve Fund		
<i>Ending Cash Balance</i>	Meets or Exceeds	3
Debt Service Fund		
<i>Debt Service Expenses</i>	Meets or Exceeds	3

Meets or Exceeds
Caution & Monitor
Action Needed

**WHITPAIN TOWNSHIP
TREASURER'S REPORT
EXECUTIVE SUMMARY
FOR THE MONTH ENDED April 30, 2016**

Revenue or Expense Category

General Fund

Real Estate Taxes – Real Estate Taxes are significantly ahead of (60.2%) last year's pace (27.14%). The major cause of the increase is due to receiving the collections earlier this year and should see collections become more on pace with last year starting in May. These collections include current (\$2,346,573 or 60.0%) and delinquent (\$13,468) collections and are net of assessment appeal refunds. Real estate taxes paid in protest placed in restricted funds total \$295,826. 325 and 400 Sentry Parkway have been reassessed and settled by the Township. The three major properties include 1787 Sentry Park West (\$167,509), 980 Harvest Drive (\$32,995) and 721 Arbor Way (\$60,356).

Real Estate Transfer Taxes - We are significantly ahead of last year's pace (47.6% vs. 28.1%). In April we collected \$62,002 for a yearly total of \$285,655.

Earned Income Taxes - EIT collections (30.0%) are on par with last year (30.2%). Collections in April totaled \$351,176 for cumulative total of \$1,875,129.

Local Services Taxes (LST) - LST collections are on pace (27.7% vs. 27.5%) with last year's pace. Collections in April totaled \$55,194.

Cable Franchise Fees – These fees are remitted quarterly. Through April we have not received any payments.

State Aid (Pensions) – These pension grants are remitted in September of each year.

Licenses, Permits & Fees – We are significantly behind (37.5% vs. 60.0%) last year's pace. 2015 saw a major increase in building and development activities. We expect these activities in 2016 to be as consistent. We expect activity to pick up in the summer months.

Park & Recreation Fees – We are ahead of (29.2%) last year's pace. (24.6%). Revenues will begin to pick up in the summer months when the majority of the Park & Recreation programs are held.

Operating Expenses – These departmental expenses include salaries (separately reported below) which represent 33% of our annual budget to date. We are under budget (30.7%) and are behind last year's pace (30.8%). 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 2016 budget includes 89 full time employees. Personnel expenses remain relatively flat on a month-to-month basis. Park and Recreation hits a spike in personnel expenses in the summer due to part-time help. As these wage and salary expenses represent 33% of our annual budget to date, we are on budget (33.1%) and are on pace with last year's budget (33.0%). The increase in salary expense is due to employee's exchanging sick time and vacation time to cover increased health care costs. For some departments, we need to reimburse wages from our Sewer Fund. We have exceeded our hiring expectations as we currently have 90 of 89 budgeted positions filled.

Health Insurance - We are over budget (37.3%) and behind last year's pace (37.7%). This is due to increased health care expenses. The overage is primarily due to changes in family status for our employee group.

Pension – We are on pace (33.3%) with last year (33.3%). We include employer payments to our defined contribution plan in our pension category. We generally pay our MMO pension expenses on an every other month cycle to gain the value of dollar cost averaging. We did make a payment in April.

Overtime – We are behind (21.3%) last year’s pace (23.7%) and under budget. We are over budget in Snow Removal (68.0%) due to the snow storm in late January, however this is a small variance. We are under budget in all other departments; Police (10.6%), Sewer (16.6%), and Road Maintenance (2.3%).

Interfund Transfers – There will be a \$1,500,000 transfer made to the Capital Reserve Fund later in the year.

Ending Cash Balance –Please see attached Cash Statement as of **April 30, 2016**.

<i>April 30, 2016</i>	<i>April 30, 2015</i>
\$6,745,543	\$3,833,442

Sewer Fund

Sewer Charges - We are behind (48.4%) last year's pace (51.3%) and under budget. Starting with the 3Q2014 sewer bills, residential customers' consumption habits were monitored and excessive consumption resulted in sewer usage charges. For 2Q2016 11% of residential customers were assessed the usage charge. Commercial Billings for the 2Q2016 totaled \$168,118. The total collected commercial billings for the year is \$407,829. This is a significant decrease from last year where commercial collections totaled \$548,049 through the 2nd Quarter. In March 2016, the Township liened an additional \$44,542 in delinquent sewer charges. In April the Township collected a total of \$3,375 making the outstanding balance \$209,598 with interest continuing to accrue on the delinquent principal balance.

Sewer Operating Expenses - We are behind (30.9%) last year's pace (31.7%) and under budget. For some departments, we need to reimburse General Fund expenses from the Sewer Fund.

Interfund Transfers – There will be a \$625,000 transfer made to the Sewer Capital Fund later in the year.

Ending Cash Balance - Please see attached Cash Statement as of **April 30, 2016**.

<i>April 30, 2016</i>	<i>April 30, 2015</i>
\$1,094,689	\$1,490,566

Capital Reserve Fund

Ending Cash Balance - Please see attached Cash Statement as of **April 30, 2016**.

<i>April 30, 2016</i>	<i>April 30, 2015</i>
\$6,944,403	\$7,695,575

Debt Service Fund

We are ahead of (5.8%) last year’s pace (9.3%). This is due to the payment of the 2012 General Obligation Bond in April of 2015 rather than May.

Whitpain Township Operating Expense Report

Department	For the Month Ended 04/30/2016					
	YTD Actual	Current Year Budget	YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
SUPERVISORS	34,120	105,508	32.34%	35,413	101,611	34.85%
ADMINISTRATION	442,120	1,334,205	33.14%	396,799	1,183,689	33.52%
FINANCE	128,252	357,255	35.90%	168,923	425,065	39.74%
TAX COLLECTION	34,938	123,901	28.20%	30,494	121,918	25.01%
LEGAL	85,672	450,000	19.04%	118,873	245,000	48.52%
INFORMATION TECHNOLOGY	55,112	163,727	33.66%	49,866	152,078	32.79%
PLANNING & ENGINEERING	177,257	442,229	40.08%	170,868	424,109	40.29%
PUBLIC WORKS	878,624	3,250,395	27.03%	854,788	3,156,703	27.08%
POLICE	1,958,281	6,018,123	32.54%	1,793,628	5,888,865	30.46%
FIRE	63,341	219,068	28.91%	65,518	213,696	30.66%
CODE ENFORCEMENT	192,838	525,053	36.73%	185,259	476,106	38.91%
ZONING	20,205	77,779	25.98%	11,976	86,199	13.89%
SEWER	962,321	3,118,397	30.86%	986,480	3,106,250	31.76%
PARK AND RECREATION	149,319	670,820	22.26%	137,438	662,674	20.74%
TOTAL OPERATING EXPENSES	5,182,400	16,856,460	30.74%	5,006,324	16,243,964	30.82%

Whitpain Township

Treasurer's Report

For the Month Ended 04/30/2016						
Department	YTD Actual	Current Year Budget	YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
GENERAL FUND						
REVENUES						
REAL ESTATE TAXES	2,384,530	3,963,000	60.17%	1,070,345	3,943,500	27.14%
TRANSFER TAXES	285,655	600,000	47.61%	154,578	550,000	28.11%
EARNED INCOME TAXES	1,875,129	6,250,000	30.00%	1,752,768	5,800,000	30.22%
LOCAL SERVICES TAXES	204,597	740,000	27.65%	192,663	700,000	27.52%
CABLE FRANCHISE FEES	0	320,000	0.00%	0	320,000	0.00%
STATE AID-PENSIONS	0	415,180	0.00%	0	414,406	0.00%
LICENSES, PERMITS & FEES	166,181	443,280	37.49%	201,704	338,720	59.55%
PARK & RECREATION FEES	124,063	424,500	29.23%	108,606	442,200	24.56%
TOTAL REVENUES	5,040,155	13,155,960	38.31%	3,480,665	12,508,826	27.83%
EXPENSES						
TRANSFERS OUT	0	500,000	0.00%	500,000	500,000	100.00%
SALARIES						
OFFICIALS	5,156	20,625	25.00%	5,156	20,625	25.00%
EXECUTIVE	148,637	418,654	35.50%	133,765	328,954	40.66%
FINANCE	80,346	213,199	37.69%	111,824	279,018	40.08%
TAX COLLECTION	6,250	25,000	25.00%	6,250	25,000	25.00%
INFORMATION TECHNOLOGY	27,578	81,203	33.96%	27,152	78,467	34.60%
ENGINEERING	115,794	283,510	40.84%	115,270	270,933	42.55%
PUBLIC WORKS	395,057	1,225,516	32.24%	401,006	1,237,081	32.42%
POLICE	1,266,452	3,899,562	32.48%	1,201,287	3,792,719	31.67%
FIRE	42,530	139,089	30.58%	41,554	134,985	30.78%
CODE ENFORCEMENT	113,810	307,379	37.03%	107,194	291,493	36.77%
ZONING	2,221	10,400	21.35%	0	10,497	0.00%
PARK & RECREATION	74,705	255,828	29.20%	70,534	257,914	27.35%
TOTAL SALARY EXPENSES	2,278,536	6,879,965	33.12%	2,220,993	6,727,686	33.01%
OVERTIME						
POLICE	9,917	93,447	10.61%	10,405	80,346	12.95%
SEWER	5,595	33,743	16.58%	6,394	41,836	15.28%
PW SNOW REMOVAL	18,597	27,375	67.94%	19,916	26,711	74.56%
PW ROAD MAINTENANCE	152	6,630	2.30%	174	6,500	2.67%
TOTAL OVERTIME EXPENSES	34,261	161,195	21.25%	36,889	155,393	23.74%
HEALTH INSURANCE						
SUPERVISORS	27,000	71,405	37.81%	25,711	68,658	37.45%
ADMINISTRATION	28,219	54,948	51.36%	23,720	52,834	44.89%
FINANCE	11,780	47,117	25.00%	25,604	45,305	56.51%
INFORMATION TECHNOLOGY	9,373	25,072	37.38%	9,017	24,108	37.40%
ENGINEERING	28,850	67,523	42.73%	30,265	64,926	46.62%
POLICE	282,729	755,994	37.40%	264,762	726,918	36.42%
FIRE	12,153	32,881	36.96%	11,723	31,617	37.08%
CODE ENFORCEMENT	31,716	75,040	42.27%	30,006	72,154	41.59%
ZONING	1,077	2,497	43.15%	865	2,401	36.02%
SEWER	74,815	270,084	27.70%	71,080	259,696	27.37%
PUBLIC WORKS ADMINISTRATION	148,010	366,292	40.41%	145,430	352,204	41.29%
RECREATION ADMINISTRATION	23,119	53,739	43.02%	21,581	51,672	41.76%
TOTAL HEALTH INSURANCE EXPENSES	678,842	1,822,593	37.25%	659,763	1,752,493	37.65%

Whitpain Township

Treasurer's Report

PENSIONS

NON-UNIFORM	152,068	455,918	33.35%	138,723	416,158	33.33%
DEFINED CONTRIBUTION	17,947	44,631	40.21%	17,490	54,279	32.22%
POLICE	163,067	489,202	33.33%	176,425	529,276	33.33%
SEWER	23,902	71,707	33.33%	46,236	138,695	33.34%
TOTAL PENSION EXPENSES	339,037	1,016,827	33.34%	361,384	1,084,129	33.33%

EXPENSES

SUPERVISORS	1,964	13,478	14.57%	4,546	12,328	36.88%
ADMINISTRATION	95,250	360,054	26.45%	83,101	331,464	25.07%
FINANCE	36,126	96,939	37.27%	31,494	100,742	31.26%
TAX COLLECTION	28,688	98,901	29.01%	24,244	96,918	25.01%
COMPUTER & INFO, SERVICES	18,161	57,452	31.61%	13,698	49,503	27.67%
PLANNING & ENGINEERING	32,614	91,196	35.76%	25,333	88,250	28.71%
BUILDING MAINTENANCE	75,125	201,830	37.22%	69,335	210,367	32.96%
POLICE EXPENSES	236,116	779,918	30.27%	140,748	759,606	18.53%
FIRE	8,659	47,098	18.38%	12,242	47,094	26.00%
CODE ENFORCEMENT	47,312	142,634	33.17%	48,059	112,459	42.73%
ZONING	16,907	64,882	26.06%	11,111	73,301	15.16%
PUBLIC WORKS ADMINISTRATION	74,197	226,117	32.81%	62,257	210,891	29.52%
PUBLIC WORKS STREET CLEANING	200	8,000	2.50%	1,498	4,000	37.46%
PUBLIC WORKS SNOW REMOVAL	6,572	29,709	22.12%	2,226	17,068	13.04%
PUBLIC WORKS TRAFIC SIGNALS	20,059	78,000	25.72%	13,756	82,000	16.78%
PUBLIC WORKS STREET LIGHTING & MARKING	7,066	22,000	32.12%	7,076	21,500	32.91%
PUBLIC WORKS SIDEWALKS & CURBS	4,900	40,000	12.25%	4,200	37,000	11.35%
PUBLIC WORKS STORM SEWER MAINTENANCE	20,123	35,000	57.50%	1,266	15,000	8.44%
PUBLIC WORKS EQUIPMENT MAINTENANCE	55,099	226,555	24.32%	67,616	224,473	30.12%
PUBLIC WORKS ROAD MAINTENANCE	21,334	537,371	3.97%	6,605	516,108	1.28%
RECREATION AND ADMINISTRATION	27,233	96,664	28.17%	25,095	92,839	27.03%
RECREATION AND PROGRAMS	24,261	264,589	9.17%	20,228	260,249	7.77%
PUBLIC WORKS PARK MAINTENANCE	32,131	220,000	14.60%	52,427	195,800	26.78%

SEWER FUND

REVENUES

SEWER RENT - CURRENT	1,586,243	3,275,000	48.43%	1,700,126	3,300,000	51.52%
SEWER RENT - PEN & INT	12,373	30,000	41.24%	8,397	30,000	27.99%
TOTAL SEWER CHARGES	1,598,616	3,305,000	48.37%	1,708,522	3,330,000	51.31%

EXPENSES

SEWER SALARIES	156,735	707,963	22.14%	171,640	709,786	24.18%
TRANSFERS OUT	0	0	0.00%	0	0	0.00%

DEBT SERVICE FUND

EXPENSES

DEBT PRINCIPAL	0	931,000	0.00%	0	895,000	0.00%
DEBT PRINCIPAL CAPITAL PROJECTS	0	260,000	0.00%	0	255,000	0.00%
DEBT INTEREST	87,727	255,819	34.29%	99,871	292,503	34.14%
DEBT INTEREST CAPITAL PROJECTS	0	79,845	0.00%	42,473	86,545	49.08%
TOTAL DEBT SERVICE EXPENSES	87,727	1,526,664	5.75%	142,343	1,529,048	9.31%

APRIL 30, 2016

ACCOUNT	PURCHASE DATE	DUE DATE	PRINCIPAL	INVESTED WITH	INTEREST RATE	TOTAL
GENERAL FUND	VARIOUS	OPEN	289,358	PLGIT	0.29	289,358.48
	VARIOUS	OPEN	6,936	PLGIT PLUS	0.38	6,935.88
	VARIOUS	OPEN	20,889	PLGIT PR	0.29	20,889.49
	VARIOUS	OPEN	3	PLGIT PR PLUS	0.38	3.34
	VARIOUS	OPEN	6,456,184	TD GENERAL FUND	0.20	6,456,184.19
	VARIOUS	OPEN	88,942	TD-E PAYMENTS	0.20	88,942.04
	VARIOUS	OPEN	4,592	TD-PR	0.20	4,592.26
	VARIOUS	OPEN	7,565	PLGIT PROCUREMENT	0.29	7,564.72
	VARIOUS	OPEN	1,775	DRUG ENFORCEMENT	0.20	1,774.69
	VARIOUS	OPEN	573,019	OPERATING RESERVE	0.20	573,019.44
	VARIOUS	OPEN	573,019	POLICE SPECIAL EQUIPMENT	0.20	1,291.42
FIRE CAPITAL FUND	VARIOUS	OPEN	5,293	PLGIT - ARBITRAGE	0.36	5,292.77
DEBT SERVICE	VARIOUS	OPEN	1,081,688	TD BANK	0.20	1,081,688.42
FIRE PROTECTION TAX	VARIOUS	OPEN	1,069,383	TD BANK	0.20	1,069,382.61
FIRE CAPITAL FUND	VARIOUS	OPEN	651,487	TD BANK	0.20	651,486.70
FIRE HYDRANT	VARIOUS	OPEN	205,032	TD BANK	0.20	205,032.17
CAPITAL RESERVE	VARIOUS	OPEN	6,944,403	TD BANK	0.20	6,944,402.56
CAPITAL RES - SIDEWALK GRANT	VARIOUS	OPEN	190,137	TD BANK	0.20	190,136.72
MANOR HOUSE	VARIOUS	OPEN	195,813	TD BANK	0.20	195,813.18
OPEN SPACE ACQUISITION	VARIOUS	OPEN	826,191	TD BANK	0.20	826,190.69
OPEN SPACE RESERVE	VARIOUS	OPEN	13,838	TD BANK	0.20	13,838.35
HIGHWAY AID FUND	VARIOUS	OPEN	557,365	TD BANK	0.20	557,365.33
POLICE MED INS RETIREE	VARIOUS	OPEN	418,813	TD BANK	0.20	418,812.93
NON UNIFORM MED INS RETIREE	VARIOUS	OPEN	27,583	TD BANK	0.20	27,582.68
ESCROW	VARIOUS	OPEN	1,223,052	TD BANK	0.20	1,223,052.38
RESERVE FOR OUTFALL STORM WT	VARIOUS	OPEN	30,453	TD BANK	0.20	30,453.22
FEE-IN-LIEU OF STORMWATER MNT	VARIOUS	OPEN	49,801	TD BANK	0.20	49,800.63
TRAFFIC IMPROVEMENTS	VARIOUS	OPEN	327,527	TD BANK	0.20	327,527.17
SEWER FUND	VARIOUS	OPEN	281,744	PLGIT PLUS	0.38	281,743.66
	VARIOUS	OPEN	812,945	TD BANK	0.20	812,944.99
SEWER CAPITAL	VARIOUS	OPEN	1,099,745	TD BANK	0.20	1,099,744.54
April 30, 2015				PLGIT	0.29	
General Fund TD Bank	\$3,549,003.04			PLGIT PLUS	0.36	
General Fund PLGIT	\$284,438.66			TD BANK-change effective 2/10/16	0.20	
Sewer TD Bank	\$1,206,127.20					
Sewer PLGIT	\$281,357.57					
Capital Reserve TD Bank	\$7,695,575.31					