

To: Roman M. Pronczak, Township Manager

From: Christine M. Bauman, Director of Finance

Date: August 2, 2016

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

FINANCIAL REPORT CARD

CATEGORY	CONDITION	PAGE
General Fund		
Real Estate Taxes	Meets or Exceeds	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	3
Interfund Transfers	Meets or Exceeds	3
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 June 30, 2016**

Revenue or Expense Category

General Fund

Real Estate Taxes – Real Estate Taxes are ahead of (96.1%) last year's pace (94.6%). These collections include current (\$3,755,617 or 95.8%) and delinquent (\$27,331) collections and are net of assessment appeal refunds. Real estate taxes paid in protest placed in restricted funds total \$272,114. 325, 400 and 1787 Sentry Parkway have been reassessed and settled by the Township. The two major properties include 980 Harvest Drive (\$32,995) and 721 Arbor Way (\$60,356).

Real Estate Transfer Taxes - We are significantly ahead of last year's pace (74.3% vs. 54.1%). In June we collected \$111,355 for a yearly total of \$445,834.

Earned Income Taxes - EIT collections (55.8%) are behind last year's pace (58.4%). Although we are behind the budgeted pace, we have collected \$3,489,670 in 2016 compared to \$3,387,088 in 2015. Collections in June totaled \$349,462.

Local Services Taxes (LST) - LST collections are ahead of (49.5% vs. 48.1%) last year's pace. Collections in June totaled \$29,503 for a cumulative total of \$366,105.

Cable Franchise Fees – These fees are remitted quarterly. Through June we have received \$87,229.

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

Licenses, Permits & Fees – We are significantly behind (58.0% vs. 84.4%) 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 (67.6%) last year's pace. (59.4%). The increase in revenues is due to an increase in summer camp attendance and for registrations for the police golf outing in June. Revenues will continue 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 50% of our annual budget to date. We are under budget (44.9%) and are on par with last year's pace (44.8%). 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 as well as Public Works increases in personnel expenses in the summer due to part-time help. As these wage and salary expenses represent 50% of our annual budget to date, we are under budget (49.1%) and are ahead of last year's pace (47.8%). 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 (52.8%) and behind last year's pace (54.0%). 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 (50.4%) with last year (49.7%). 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 June.

Overtime – We are behind (29.1%) last year’s pace (30.3%) 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 (20.3%), Sewer (27.0%), and Road Maintenance (2.6%).

Interfund Transfers – In May, we transferred \$1,500,000 to the Capital Reserve Fund.

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

<i>June 30, 2016</i>	<i>June 30, 2015</i>
\$7,015,939	\$6,633,306

Sewer Fund

Sewer Charges - We are ahead of (49.9%) last year's pace (48.0%) and on 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 June the Township collected a total of \$4,523 making the outstanding balance \$204,780.34 with interest continuing to accrue on the delinquent principal balance.

Sewer Operating Expenses - We are ahead (41.1%) of last year's pace (40.3%) 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 **June 30, 2016**.

<i>June 30, 2016</i>	<i>June 30, 2015</i>
\$993,586	\$1,367,588

Capital Reserve Fund

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

<i>June 30, 2016</i>	<i>June 30, 2015</i>
\$8,314,283	\$7,446,878

Debt Service Fund

Debt Service Expenses - We are behind (11.2%) last year's pace (12.6%).

Whitpain Township Operating Expense Report

Department	For the Month Ended 06/30/2016		YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
	YTD Actual	Current Year Budget				
SUPERVISORS	49,709	105,508	47.11%	52,201	101,611	51.37%
ADMINISTRATION	677,304	1,334,205	50.76%	588,324	1,183,689	49.70%
FINANCE	174,644	357,255	48.88%	225,092	425,065	52.95%
TAX COLLECTION	63,893	123,901	51.57%	60,944	121,918	49.99%
LEGAL	138,794	450,000	30.84%	219,370	245,000	89.54%
INFORMATION TECHNOLOGY	76,518	163,727	46.74%	75,276	152,078	49.50%
PLANNING & ENGINEERING	240,984	442,229	54.49%	248,547	424,109	58.60%
PUBLIC WORKS	1,332,669	3,250,395	41.00%	1,311,630	3,156,703	41.55%
POLICE	2,913,181	6,018,123	48.41%	2,647,263	5,888,865	44.95%
FIRE	93,838	219,068	42.84%	104,456	213,696	48.88%
CODE ENFORCEMENT	274,966	525,053	52.37%	270,458	476,106	56.81%
ZONING	30,963	77,779	39.81%	14,695	86,199	17.05%
SEWER	1,282,336	3,118,397	41.12%	1,252,878	3,106,250	40.33%
PARK AND RECREATION	223,808	670,820	33.36%	217,828	662,674	32.87%
TOTAL OPERATING EXPENSES	7,573,609	16,856,460	44.93%	7,288,964	16,243,964	44.87%

Whitpain Township

Treasurer's Report

Department	For the Month Ended 06/30/2016			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	3,807,437	3,963,000	96.07%	3,731,901	3,943,500				94.63%
TRANSFER TAXES	445,834	600,000	74.31%	297,271	550,000				54.05%
EARNED INCOME TAXES	3,489,670	6,250,000	55.83%	3,387,088	5,800,000				58.40%
LOCAL SERVICES TAXES	366,105	740,000	49.47%	336,841	700,000				48.12%
CABLE FRANCHISE FEES	87,229	320,000	27.26%	84,120	320,000				26.29%
STATE AID-PENSIONS	0	415,180	0.00%	0	414,406				0.00%
LICENSES, PERMITS & FEES	257,205	443,280	58.02%	285,922	338,720				84.41%
PARK & RECREATION FEES	283,980	424,500	67.61%	262,842	442,200				59.44%
TOTAL REVENUES	8,737,460	13,155,960	66.41%	8,385,985	12,508,826				67.04%
EXPENSES									
TRANSFERS OUT	1,500,000	500,000	300.00%	500,000	500,000				100.00%
SALARIES									
OFFICIALS	8,594	20,625	41.67%	8,594	20,625				41.67%
EXECUTIVE	230,875	418,654	55.15%	191,637	328,954				58.26%
FINANCE	114,104	213,199	53.52%	144,673	279,018				51.85%
TAX COLLECTION	10,417	25,000	41.67%	10,417	25,000				41.67%
INFORMATION TECHNOLOGY	38,778	81,203	47.75%	40,291	78,467				51.35%
ENGINEERING	159,427	283,510	56.23%	166,295	270,933				61.38%
PUBLIC WORKS	597,221	1,225,516	48.73%	585,346	1,237,081				47.32%
POLICE	1,883,874	3,899,562	48.31%	1,739,567	3,792,719				45.87%
FIRE	64,209	139,089	46.16%	65,341	134,985				48.41%
CODE ENFORCEMENT	160,897	307,379	52.34%	155,264	291,493				53.26%
ZONING	3,721	10,400	35.77%	0	10,497				0.00%
PARK & RECREATION	108,684	255,828	42.48%	105,310	257,914				40.83%
TOTAL SALARY EXPENSES	3,380,800	6,879,965	49.14%	3,212,734	6,727,686				47.75%
OVERTIME									
POLICE	19,009	93,447	20.34%	17,633	80,346				21.95%
SEWER	9,121	33,743	27.03%	9,058	41,836				21.65%
PW SNOW REMOVAL	18,597	27,375	67.94%	19,916	26,711				74.56%
PW ROAD MAINTENANCE	172	6,630	2.60%	458	6,500				7.05%
TOTAL OVERTIME EXPENSES	46,901	161,195	29.10%	47,066	155,393				30.29%
HEALTH INSURANCE									
SUPERVISORS	38,038	71,405	53.27%	38,035	68,658				55.40%
ADMINISTRATION	43,573	54,948	79.30%	31,767	52,834				60.13%
FINANCE	16,048	47,117	34.06%	28,694	45,305				63.33%
INFORMATION TECHNOLOGY	14,914	25,072	59.48%	13,470	24,108				55.87%
ENGINEERING	37,802	67,523	55.98%	40,563	64,926				62.48%
POLICE	410,844	755,994	54.34%	398,030	726,918				54.76%
FIRE	16,594	32,881	50.47%	15,946	31,617				50.43%
CODE ENFORCEMENT	41,257	75,040	54.98%	42,386	72,154				58.74%
ZONING	1,521	2,497	60.90%	1,290	2,401				53.71%
SEWER	103,963	270,084	38.49%	101,871	259,696				39.23%
PUBLIC WORKS ADMINISTRATION	205,709	366,292	56.16%	205,357	352,204				58.31%
RECREATION ADMINISTRATION	32,133	53,739	59.79%	28,989	51,672				56.10%
TOTAL HEALTH INSURANCE EXPENSES	962,397	1,822,593	52.80%	946,397	1,752,493				54.00%

Whitpain Township

Treasurer's Report

PENSIONS

NON-UNIFORM	228,101	455,918	50.03%	208,085	416,158	50.00%
DEFINED CONTRIBUTION	25,944	44,631	58.13%	24,049	54,279	44.31%
POLICE	244,601	489,202	50.00%	264,638	529,276	50.00%
SEWER	35,854	71,707	50.00%	69,353	138,695	50.00%
TOTAL PENSION EXPENSES	534,500	1,061,458	50.36%	566,125	1,138,408	49.73%

EXPENSES

SUPERVISORS	3,077	13,478	22.83%	5,572	12,328	45.20%
ADMINISTRATION	148,810	360,054	41.33%	132,786	331,464	40.06%
FINANCE	44,492	96,939	45.90%	51,725	100,742	51.34%
TAX COLLECTION	53,477	98,901	54.07%	50,528	96,918	52.13%
COMPUTER & INFO, SERVICES	22,827	57,452	39.73%	21,515	49,503	43.46%
PLANNING & ENGINEERING	43,756	91,196	47.98%	41,689	88,250	47.24%
BUILDING MAINTENANCE	101,401	201,830	50.24%	102,695	210,367	48.82%
POLICE EXPENSES	354,853	779,918	45.50%	227,395	759,606	29.94%
FIRE	13,035	47,098	27.68%	23,170	47,094	49.20%
CODE ENFORCEMENT	72,811	142,634	51.05%	72,808	112,459	64.74%
ZONING	25,722	64,882	39.64%	13,406	73,301	18.29%
PUBLIC WORKS ADMINISTRATION	113,126	226,117	50.03%	97,297	210,891	46.14%
PUBLIC WORKS STREET CLEANING	1,870	8,000	23.38%	1,729	4,000	43.22%
PUBLIC WORKS SNOW REMOVAL	6,709	29,709	22.58%	3,152	17,068	18.47%
PUBLIC WORKS TRAFIC SIGNALS	28,606	78,000	36.67%	32,747	82,000	39.94%
PUBLIC WORKS STREET LIGHTING & MARKING	10,442	22,000	47.46%	10,613	21,500	49.36%
PUBLIC WORKS SIDEWALKS & CURBS	7,700	40,000	19.25%	14,265	37,000	38.55%
PUBLIC WORKS STORM SEWER MAINTENANCE	54,559	35,000	155.88%	33,424	15,000	222.83%
PUBLIC WORKS EQUIPMENT MAINTENANCE	79,957	226,555	35.29%	103,087	224,473	45.92%
PUBLIC WORKS ROAD MAINTENANCE	42,542	537,371	7.92%	14,763	516,108	2.86%
RECREATION AND ADMINISTRATION	34,940	96,664	36.15%	31,964	92,839	34.43%
RECREATION AND PROGRAMS	48,051	264,589	18.16%	51,564	260,249	19.81%
PUBLIC WORKS PARK MAINTENANCE	64,057	220,000	29.12%	86,782	195,800	44.32%

SEWER FUND

REVENUES

SEWER RENT - CURRENT	1,631,210	3,275,000	49.81%	1,586,738	3,300,000	48.08%
SEWER RENT - PEN & INT	18,213	30,000	60.71%	12,601	30,000	42.00%
TOTAL SEWER CHARGES	1,649,423	3,305,000	49.91%	1,599,339	3,330,000	48.03%
TRANSFERS IN	0	0	0.00%	0	0	0.00%

EXPENSES

SEWER SALARIES	239,420	707,963	33.82%	225,669	709,786	31.79%
TRANSFERS OUT	0	625,000	0.00%	0	625,000	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	131,591	255,819	51.44%	149,806	292,503	51.22%
DEBT INTEREST CAPITAL PROJECTS	39,923	79,845	50.00%	42,473	86,545	49.08%
TOTAL DEBT SERVICE EXPENSES	171,513	1,526,664	11.23%	192,279	1,529,048	12.58%

JUNE 30, 2016

ACCOUNT	PURCHASE DATE	DUE DATE	PRINCIPAL	INVESTED WITH	INTEREST RATE	TOTAL
GENERAL FUND	VARIOUS	OPEN	805,450	PLGIT	0.28	805,450.23
	VARIOUS	OPEN	6,942	PLGIT PLUS	0.39	6,942.48
	VARIOUS	OPEN	23,431	PLGIT PR	0.28	23,431.36
	VARIOUS	OPEN	3	PLGIT PR PLUS	0.39	3.34
	VARIOUS	OPEN	6,210,489	TD GENERAL FUND	0.20	6,210,489.03
	VARIOUS	OPEN	88,972	TD-E PAYMENTS	0.20	88,971.69
	VARIOUS	OPEN	29,089	TD-PR	0.20	29,088.74
	VARIOUS	OPEN	8,674	PLGIT PROCUREMENT	0.28	8,674.04
	VARIOUS	OPEN	1,775	DRUG ENFORCEMENT	0.20	1,775.28
	VARIOUS	OPEN	573,210	OPERATING RESERVE	0.20	573,210.46
	VARIOUS	OPEN	573,210	POLICE SPECIAL EQUIPMENT	0.20	1,291.85
FIRE CAPITAL FUND	VARIOUS	OPEN	5,296	PLGIT - ARBITRAGE	0.36	5,295.98
DEBT SERVICE	VARIOUS	OPEN	1,504,393	TD BANK	0.20	1,504,393.11
FIRE PROTECTION TAX	VARIOUS	OPEN	1,271,341	TD BANK	0.20	1,271,341.44
FIRE CAPITAL FUND	VARIOUS	OPEN	647,267	TD BANK	0.20	647,267.19
FIRE HYDRANT	VARIOUS	OPEN	224,319	TD BANK	0.20	224,319.12
CAPITAL RESERVE	VARIOUS	OPEN	8,314,283	TD BANK	0.20	8,314,283.22
CAPITAL RES - SIDEWALK GRANT	VARIOUS	OPEN	190,200	TD BANK	0.20	190,200.11
MANOR HOUSE	VARIOUS	OPEN	282,839	TD BANK	0.20	282,838.66
OPEN SPACE ACQUISITION	VARIOUS	OPEN	650,873	TD BANK	0.20	650,872.92
OPEN SPACE RESERVE	VARIOUS	OPEN	14,043	TD BANK	0.20	14,042.99
HIGHWAY AID FUND	VARIOUS	OPEN	557,551	TD BANK	0.20	557,551.14
POLICE MED INS RETIREE	VARIOUS	OPEN	418,953	TD BANK	0.20	418,952.55
NON UNIFORM MED INS RETIREE	VARIOUS	OPEN	25,792	TD BANK	0.20	25,791.72
ESCROW	VARIOUS	OPEN	1,199,313	TD BANK	0.20	1,199,313.16
RESERVE FOR OUTFALL STORM WT	VARIOUS	OPEN	30,063	TD BANK	0.20	30,063.37
FEE-IN-LIEU OF STORMWATER MNT	VARIOUS	OPEN	50,703	TD BANK	0.20	50,702.94
TRAFFIC IMPROVEMENTS	VARIOUS	OPEN	334,244	TD BANK	0.20	334,243.63
SEWER FUND	VARIOUS	OPEN	282,012	PLGIT PLUS	0.39	282,011.61
	VARIOUS	OPEN	711,576	TD BANK	0.20	711,575.95
SEWER CAPITAL	VARIOUS	OPEN	1,097,831	TD BANK	0.20	1,097,830.75
June 30, 2015				PLGIT	0.28	
General Fund TD Bank	\$5,718,737.11			PLGIT PLUS	0.39	
General Fund PLGIT	\$914,568.95			TD BANK-change effective 2/10/16	0.20	
Sewer TD Bank	\$1,086,213.88					
Sewer PLGIT	\$281,374.28					
Capital Reserve TD Bank	\$7,446,877.95					