

To: Roman M. Pronczak, Township Manager

From: Christine M. Bauman, Director of Finance

Date: September 6, 2016

Re: Treasurer's Report & Cash Statement – **July 31, 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 July 31, 2016**

Revenue or Expense Category

General Fund

Real Estate Taxes – Real Estate Taxes are ahead of (99.5%) last year's pace (98.2%). These collections include current (\$3,879,679 or 99.0%) and delinquent (\$37,345) collections and are net of assessment appeal refunds. Real estate taxes paid in protest placed in restricted funds total \$278,114. 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 (91.3% vs. 66.9%). In July we collected \$101,835 for a yearly total of \$547,669.

Earned Income Taxes - EIT collections (57.9%) are behind last year's pace (62.5%). EIT collections are beginning to level off from Act 32. Collections in July totaled \$130,651 for a yearly total of \$3,620,321.

Local Services Taxes (LST) - LST collections are behind (54.3% vs. 57.6%) last year's pace. Collections in July totaled \$35,621 for a cumulative total of \$401,726.

Cable Franchise Fees – These fees are remitted quarterly. Through July 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 (71.5% vs. 102.9%) 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 through August and the fall.

Park & Recreation Fees – We are significantly ahead of (80.3%) last year's pace. (68.9%). The increase in revenues is due to an increase in summer camp attendance and for registrations for the police golf outing that was held in June. Revenues should be steady in the fall due to mainly the Community Festival in September.

Operating Expenses – These departmental expenses include salaries (separately reported below) which represent 58% of our annual budget to date. We are under budget (53.2%) and are on par with last year's pace (52.7%). 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 58% of our annual budget to date, we are under budget (57.9%) and are ahead of last year's pace (55.9%). 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 (62.1%) and behind last year's pace (63.1%). 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 (50.7%) with last year (50%). 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 not make a payment in July.

Overtime – We are behind (33.2%) last year's pace (34.5%) 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 (25.6%), Sewer (31.5%), and Road Maintenance (4.3%).

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

Ending Cash Balance –Please see attached Cash Statement as of **July 31, 2016**.

July 31, 2016	July 31, 2015
\$6,592,247	\$6,664,434

Sewer Fund

Sewer Charges - We are ahead of (74.3%) last year's pace (72.4%) and on budget. Starting with the 3Q2014 sewer bills, residential customers' consumption habits were monitored and excessive consumption resulted in sewer usage charges. For 3Q2016 17% of residential customers were assessed the usage charge. Commercial Billings for the 3Q2016 totaled \$197,519. The total collected commercial billings for the year is \$605,348. This is a significant decrease from last year where commercial collections totaled \$753,315 through the 3rd Quarter. In March 2016, the Township liened an additional \$44,542 in delinquent sewer charges. In June the Township collected a total of \$20 making the outstanding balance \$205,842 with interest continuing to accrue on the delinquent principal balance.

Sewer Operating Expenses - We are ahead (52.6%) of last year's pace (51.0%) 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 **July 31, 2016**.

July 31, 2016	July 31, 2015
\$1,287,931	\$1,796,322

Capital Reserve Fund

Ending Cash Balance - Please see attached Cash Statement as of **July 31, 2016**.

July 31, 2016	July 31, 2015
\$8,039,378	\$7,398,198

Debt Service Fund

Debt Service Expenses - We are behind (12.7%) last year's pace (14.2%).

Whitpain Township Operating Expense Report

Department	For the Month Ended 07/31/2016		YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
	YTD Actual	Current Year Budget				
SUPERVISORS	58,398	105,508	55.35%	60,578	101,611	59.62%
ADMINISTRATION	755,198	1,334,205	56.60%	646,013	1,183,689	54.58%
FINANCE	205,113	357,255	57.41%	252,687	425,065	59.45%
TAX COLLECTION	70,974	123,901	57.28%	69,598	121,918	57.09%
LEGAL	149,311	450,000	33.18%	250,013	245,000	102.05%
INFORMATION TECHNOLOGY	88,958	163,727	54.33%	86,062	152,078	56.59%
PLANNING & ENGINEERING	279,385	442,229	63.18%	284,304	424,109	67.04%
PUBLIC WORKS	1,573,388	3,250,395	48.41%	1,495,417	3,156,703	47.37%
POLICE	3,354,774	6,018,123	55.74%	3,053,217	5,888,865	51.85%
FIRE	110,505	219,068	50.44%	120,838	213,696	56.55%
CODE ENFORCEMENT	321,816	525,053	61.29%	322,768	476,106	67.79%
ZONING	39,227	77,779	50.43%	26,349	86,199	30.57%
SEWER	1,639,000	3,118,397	52.56%	1,582,646	3,106,250	50.95%
PARK AND RECREATION	330,444	670,820	49.26%	309,642	662,674	46.73%
TOTAL OPERATING EXPENSES	8,976,489	16,856,460	53.25%	8,560,131	16,243,964	52.70%

Whitpain Township

Treasurer's Report

For the Month Ended
07/31/2016

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	3,941,513	3,963,000	99.46%	3,870,948	3,943,500	98.16%
TRANSFER TAXES	547,669	600,000	91.28%	367,977	550,000	66.90%
EARNED INCOME TAXES	3,620,321	6,250,000	57.93%	3,625,286	5,800,000	62.50%
LOCAL SERVICES TAXES	401,726	740,000	54.29%	402,966	700,000	57.57%
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	316,760	443,280	71.46%	348,689	338,720	102.94%
PARK & RECREATION FEES	341,001	424,500	80.33%	304,551	442,200	68.87%
TOTAL REVENUES	9,256,219	13,155,960	70.36%	9,004,536	12,508,826	71.99%
EXPENSES						
TRANSFERS OUT	1,500,000	500,000	300.00%	500,000	500,000	100.00%
SALARIES						
OFFICIALS	10,313	20,625	50.00%	10,313	20,625	50.00%
EXECUTIVE	272,288	418,654	65.04%	220,897	328,954	67.15%
FINANCE	130,983	213,199	61.44%	160,095	279,018	57.38%
TAX COLLECTION	12,500	25,000	50.00%	12,500	25,000	50.00%
INFORMATION TECHNOLOGY	44,378	81,203	54.65%	45,966	78,467	58.58%
ENGINEERING	181,693	283,510	64.09%	189,878	270,933	70.08%
PUBLIC WORKS	694,931	1,225,516	56.71%	676,533	1,237,081	54.69%
POLICE	2,207,248	3,899,562	56.60%	2,034,352	3,792,719	53.64%
FIRE	75,037	139,089	53.95%	76,157	134,985	56.42%
CODE ENFORCEMENT	184,459	307,379	60.01%	178,267	291,493	61.16%
ZONING	4,499	10,400	43.26%	0	10,497	0.00%
PARK & RECREATION	163,317	255,828	63.84%	155,178	257,914	60.17%
TOTAL SALARY EXPENSES	3,981,647	6,879,965	57.87%	3,760,137	6,727,686	55.89%
OVERTIME						
POLICE	23,962	93,447	25.64%	22,191	80,346	27.62%
SEWER	10,635	33,743	31.52%	10,618	41,836	25.38%
PW SNOW REMOVAL	18,597	27,375	67.94%	19,916	26,711	74.56%
PW ROAD MAINTENANCE	285	6,630	4.30%	892	6,500	13.72%
TOTAL OVERTIME EXPENSES	53,480	161,195	33.18%	53,617	155,393	34.50%
HEALTH INSURANCE						
SUPERVISORS	44,789	71,405	62.73%	44,431	68,658	64.71%
ADMINISTRATION	52,616	54,948	95.76%	37,709	52,834	71.37%
FINANCE	18,996	47,117	40.32%	32,788	45,305	72.37%
INFORMATION TECHNOLOGY	17,256	25,072	68.83%	15,698	24,108	65.11%
ENGINEERING	44,300	67,523	65.61%	48,024	64,926	73.97%
POLICE	480,819	755,994	63.60%	463,499	726,918	63.76%
FIRE	19,627	32,881	59.69%	18,830	31,617	59.56%
CODE ENFORCEMENT	49,044	75,040	65.36%	49,782	72,154	68.99%
ZONING	1,742	2,497	69.77%	1,502	2,401	62.57%
SEWER	122,847	270,084	45.48%	118,915	259,696	45.79%
PUBLIC WORKS ADMINISTRATION	242,849	366,292	66.30%	240,444	352,204	68.27%
RECREATION ADMINISTRATION	37,745	53,739	70.24%	34,292	51,672	66.37%
TOTAL HEALTH INSURANCE EXPENSES	1,132,630	1,822,593	62.14%	1,105,912	1,752,493	63.11%

Whitpain Township

Treasurer's Report

PENSIONS

NON-UNIFORM	228,101	455,918	50.03%	208,085	416,158	50.00%
DEFINED CONTRIBUTION	29,971	44,631	67.15%	27,132	54,279	49.99%
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	538,527	1,061,458	50.73%	569,208	1,138,408	50.00%

EXPENSES

SUPERVISORS	3,297	13,478	24.46%	5,834	12,328	47.33%
ADMINISTRATION	172,222	360,054	47.83%	152,190	331,464	45.91%
FINANCE	55,134	96,939	56.87%	59,804	100,742	59.36%
TAX COLLECTION	58,474	98,901	59.12%	57,098	96,918	58.91%
COMPUTER & INFO, SERVICES	27,323	57,452	47.56%	24,397	49,503	49.28%
PLANNING & ENGINEERING	53,392	91,196	58.55%	46,402	88,250	52.58%
BUILDING MAINTENANCE	114,743	201,830	56.85%	116,943	210,367	55.59%
POLICE EXPENSES	398,145	779,918	51.05%	268,537	759,606	35.35%
FIRE	15,840	47,098	33.63%	25,852	47,094	54.89%
CODE ENFORCEMENT	88,312	142,634	61.92%	94,720	112,459	84.23%
ZONING	32,985	64,882	50.84%	24,847	73,301	33.90%
PUBLIC WORKS ADMINISTRATION	123,825	226,117	54.76%	107,145	210,891	50.81%
PUBLIC WORKS STREET CLEANING	2,645	8,000	33.07%	1,807	4,000	45.16%
PUBLIC WORKS SNOW REMOVAL	6,784	29,709	22.83%	3,152	17,068	18.47%
PUBLIC WORKS TRAFIC SIGNALS	34,672	78,000	44.45%	34,926	82,000	42.59%
PUBLIC WORKS STREET LIGHTING & MARKING	12,047	22,000	54.76%	12,365	21,500	57.51%
PUBLIC WORKS SIDEWALKS & CURBS	16,162	40,000	40.40%	14,965	37,000	40.45%
PUBLIC WORKS STORM SEWER MAINTENANCE	67,726	35,000	193.50%	34,033	15,000	226.88%
PUBLIC WORKS EQUIPMENT MAINTENANCE	88,864	226,555	39.22%	112,595	224,473	50.16%
PUBLIC WORKS ROAD MAINTENANCE	72,563	537,371	13.50%	19,455	516,108	3.77%
RECREATION AND ADMINISTRATION	37,042	96,664	38.32%	38,254	92,839	41.20%
RECREATION AND PROGRAMS	92,339	264,589	34.90%	81,917	260,249	31.48%
PUBLIC WORKS PARK MAINTENANCE	76,695	220,000	34.86%	100,248	195,800	51.20%

SEWER FUND

REVENUES

SEWER RENT - CURRENT	2,435,099	3,275,000	74.35%	2,395,789	3,300,000	72.60%
SEWER RENT - PEN & INT	20,501	30,000	68.34%	14,688	30,000	48.96%
TOTAL SEWER CHARGES	2,455,600	3,305,000	74.30%	2,410,477	3,330,000	72.39%

EXPENSES

SEWER SALARIES	279,266	707,963	39.45%	262,366	709,786	36.96%
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	153,522	255,819	60.01%	174,774	292,503	59.75%
DEBT INTEREST CAPITAL PROJECTS	39,923	79,845	50.00%	42,473	86,545	49.08%
TOTAL DEBT SERVICE EXPENSES	193,445	1,526,664	12.67%	217,246	1,529,048	14.21%

JULY 31, 2016

ACCOUNT	PURCHASE DATE	DUE DATE	PRINCIPAL	INVESTED WITH	INTEREST RATE	TOTAL
GENERAL FUND	VARIOUS	OPEN	354,881	PLGIT	0.33	354,881.29
	VARIOUS	OPEN	6,942	PLGIT PLUS	0.44	6,942.48
	VARIOUS	OPEN	22,624	PLGIT PR	0.33	22,624.36
	VARIOUS	OPEN	3	PLGIT PR PLUS	0.44	3.34
	VARIOUS	OPEN	6,237,365	TD GENERAL FUND	0.20	6,237,365.33
	VARIOUS	OPEN	88,987	TD-E PAYMENTS	0.20	88,986.76
	VARIOUS	OPEN	27,641	TD-PR	0.20	27,641.33
	VARIOUS	OPEN	9,115	PLGIT PROCUREMENT	0.33	9,114.70
	VARIOUS	OPEN	1,776	DRUG ENFORCEMENT	0.20	1,775.58
	VARIOUS	OPEN	573,308	OPERATING RESERVE	0.20	573,307.56
	VARIOUS	OPEN	573,308	POLICE SPECIAL EQUIPMENT	0.20	1,292.07
FIRE CAPITAL FUND	VARIOUS	OPEN	5,298	PLGIT - ARBITRAGE	0.39	5,297.74
DEBT SERVICE	VARIOUS	OPEN	1,529,726	TD BANK	0.20	1,529,725.67
FIRE PROTECTION TAX	VARIOUS	OPEN	1,266,388	TD BANK	0.20	1,266,388.34
FIRE CAPITAL FUND	VARIOUS	OPEN	644,411	TD BANK	0.20	644,410.79
FIRE HYDRANT	VARIOUS	OPEN	223,736	TD BANK	0.20	223,736.47
CAPITAL RESERVE	VARIOUS	OPEN	8,039,378	TD BANK	0.20	8,039,378.28
CAPITAL RES - SIDEWALK GRANT	VARIOUS	OPEN	190,232	TD BANK	0.20	190,232.33
MANOR HOUSE	VARIOUS	OPEN	303,950	TD BANK	0.20	303,949.54
OPEN SPACE ACQUISITION	VARIOUS	OPEN	648,058	TD BANK	0.20	648,057.91
OPEN SPACE RESERVE	VARIOUS	OPEN	14,245	TD BANK	0.20	14,245.37
HIGHWAY AID FUND	VARIOUS	OPEN	557,646	TD BANK	0.20	557,645.59
POLICE MED INS RETIREE	VARIOUS	OPEN	419,024	TD BANK	0.20	419,023.52
NON UNIFORM MED INS RETIREE	VARIOUS	OPEN	24,896	TD BANK	0.20	24,896.07
ESCROW	VARIOUS	OPEN	1,213,882	TD BANK	0.20	1,213,882.16
RESERVE FOR OUTFALL STORM WT	VARIOUS	OPEN	30,068	TD BANK	0.20	30,068.46
FEE-IN-LIEU OF STORMWATER MNT	VARIOUS	OPEN	50,787	TD BANK	0.20	50,787.19
TRAFFIC IMPROVEMENTS	VARIOUS	OPEN	333,790	TD BANK	0.20	333,790.28
SEWER FUND	VARIOUS	OPEN	282,012	PLGIT PLUS	0.44	282,011.61
	VARIOUS	OPEN	1,005,919	TD BANK	0.20	1,005,919.44
SEWER CAPITAL	VARIOUS	OPEN	1,223,964	TD BANK	0.20	1,223,964.16
July 31, 2015				<i>PLGIT</i>	0.33	
General Fund TD Bank	\$6,107,002.21			<i>PLGIT PLUS</i>	0.44	
General Fund PLGIT	\$557,431.76			<i>TD BANK-change effective 2/10/16</i>	0.20	
Sewer TD Bank	\$1,514,947.54					
Sewer PLGIT	\$281,374.28					
Capital Reserve TD Bank	\$7,398,197.59					