

To: Roman M. Pronczak, Township Manager

From: Christine M. Bauman, Director of Finance

Date: October 6, 2015

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

**FINANCIAL REPORT CARD**

<b>CATEGORY</b>	<b>CONDITION</b>	<b>PAGE</b>
<b>General Fund</b>		
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
<b>Sewer Fund</b>		
Sewer Charges	Caution & Monitor	3
Sewer Operating Expenses	Meets or Exceeds	3
Ending Cash Balance	Meets or Exceeds	3
<b>Capital Reserve Fund</b>		
Ending Cash Balance	Meets or Exceeds	3
<b>Debt Service Fund</b>		
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 AUGUST 31, 2015**

**Revenue or Expense Category**

**General Fund**

Real Estate Taxes - Real estate tax revenues (98.2%) are slightly behind last year's pace (99.3%). These collections include current (\$3,845,761 or 98.6%) and delinquent (\$34,932) collections and are net of assessment appeal refunds (\$0). Real estate taxes paid in protest placed in restricted funds total \$307,317. The three major properties include Sentry Park West (\$179,000), 980 Harvest Drive (\$32,995) and 751 Jolly Road (\$60,356).

Real Estate Transfer Taxes - We are significantly ahead of last year's pace (91.5% vs. 81.3%). In August we collected \$135,484.

Earned Income Taxes - EIT collections (77.3%) are behind last year's pace (77.8%). We can expect that our core EIT revenues will be more stable and predictable. Although we are behind budget, we are ahead of last year's collections total. Through August we have collected \$4,481,591 compared to \$4,240,428 last year.

Local Services Taxes (LST) - We are ahead (76.5%) of last year's pace (73.2%). 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 (53.2%) compared with last year's pace (45.2%). 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 (114.5% vs. 67.3%) last year and over budget due to increase development and building activities. We are anticipating even more revenue throughout the rest of the year.

Park & Recreation Fees – We are significantly behind (77.8%) last year's pace (86.3%). Much of the decrease is due to less enrollment in Park N Tots and Stony Creek Camp.

Operating Expenses – These departmental expenses include salaries (separately reported below) represent 67% of our annual budget to date. We are significantly under budget (61.6%) and are behind last year's pace (65.6%). 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. Park and Recreation hits a spike in personnel expenses in the summer due to part-time help. As these wage and salary expenses represent 67% of our annual budget to date, we are under budget (63.4%) and behind last year's pace (69.6%). 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 (72.2%) and are ahead last year's pace (68.5%). 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 under budget and on pace with (66.1%) last year (67.3%). 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. We did make a payment in August.

Overtime – We are significantly behind (39.2%) last year's pace (57.6%). We are under budget for Road Maintenance (14.1%), Sewer (30.5%), and Police (34.1%). 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 **August 31, 2015**.

<b>August 31, 2015</b>	<b>August 31, 2014</b>
\$6,049,406	\$7,131,221

**Sewer Fund**

Sewer Charges - We are ahead (72.4%) of last year's pace (69.5%) and over budget. Starting with the 3Q2014 sewer bills, residential customers' consumption habits were monitored and excessive consumption resulted in sewer usage charges. For 3Q2015 12% of residential customers were accessed 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 3Q2015 commercial billings totaled \$205,266, totaling \$753,315 for the year. The decrease in billing was due to issuing a credit to Montgomery County Community College for a water leak. A credit was 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 August the Township collected a total \$3,344 making the outstanding balance \$158,319 with interest continuing to accrue on the delinquent principal balance.

Sewer Operating Expenses - We are behind (56.6%) last year's pace (59.6%) 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 **August 31, 2015**.

<b>August 31, 2015</b>	<b>August 31, 2014</b>
\$1,780,311	\$1,488,613

**Capital Reserve Fund**

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

<b>August 31, 2015</b>	<b>August 31, 2014</b>
\$7,398,058	\$5,162,429

**Debt Service Fund** - Debt Service Expenses - We are behind (15.8%) of last year's pace (19.7%).

# Whitpain Township

## Operating Expense Report

Department	For the Month Ended 8/31/2015		YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
	YTD Actual	Current Year Budget				
SUPERVISORS	68,955	101,611	67.86%	65,987	95,091	69.39%
ADMINISTRATION	800,998	1,183,689	67.67%	730,771	1,068,055	68.42%
FINANCE	274,605	425,065	64.60%	281,795	385,656	73.07%
TAX COLLECTION	75,755	121,918	62.14%	82,224	121,693	67.57%
LEGAL	288,015	245,000	117.56%	163,795	306,000	53.53%
INFORMATION TECHNOLOGY	96,438	152,078	63.41%	93,648	141,652	66.11%
PLANNING & ENGINEERING	319,896	424,109	75.43%	301,391	325,162	92.69%
PUBLIC WORKS	1,850,393	3,156,703	58.62%	2,004,399	2,834,011	70.73%
POLICE	3,537,379	5,888,865	60.07%	3,450,872	5,357,535	64.41%
FIRE	136,022	213,696	63.65%	135,545	208,427	65.03%
CODE ENFORCEMENT	363,354	476,106	76.32%	314,241	452,645	69.42%
ZONING	28,581	86,199	33.16%	30,920	77,994	39.64%
SEWER	1,756,897	3,106,250	56.56%	1,855,569	3,126,226	59.35%
PARK AND RECREATION	412,132	662,674	62.19%	425,361	654,364	65.00%
<b>TOTAL OPERATING EXPENSES</b>	<b>10,009,419</b>	<b>16,243,964</b>	<b>61.62%</b>	<b>9,936,518</b>	<b>15,154,511</b>	<b>65.57%</b>

# Whitpain Township

## Treasurer's Report

Department	For the Month Ended 8/31/2015			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		3,874,072	3,943,500	98.24%	3,862,629	3,888,500	99.33%		
TRANSFER TAXES		503,461	550,000	91.54%	390,143	480,000	81.28%		
EARNED INCOME TAXES		4,481,591	5,800,000	77.27%	4,240,428	5,450,000	77.81%		
LOCAL SERVICES TAXES		535,598	700,000	76.51%	549,056	750,000	73.21%		
CABLE FRANCHISE FEES		170,378	320,000	53.24%	158,110	350,000	45.17%		
STATE AID-PENSIONS		0	414,406	0.00%	0	427,280	0.00%		
LICENSES, PERMITS & FEES		387,666	338,720	114.45%	224,443	333,500	67.30%		
PARK & RECREATION FEES		344,075	442,200	77.81%	354,354	410,700	86.28%		
<b>TOTAL REVENUES</b>		<b>10,296,840</b>	<b>12,508,826</b>	<b>82.32%</b>	<b>9,779,162</b>	<b>12,089,980</b>	<b>80.89%</b>		
<b>EXPENSES</b>									
TRANSFERS OUT		500,000	500,000	100.00%	0	1,000,000	0.00%		
<b>SALARIES</b>									
OFFICIALS		12,031	20,625	58.33%	13,750	20,625	66.67%		
EXECUTIVE		250,605	328,954	76.18%	235,899	309,957	76.11%		
FINANCE		175,517	279,018	62.91%	192,766	264,470	72.89%		
TAX COLLECTION		14,583	25,000	58.33%	15,833	25,000	63.33%		
INFORMATION TECHNOLOGY		51,675	78,467	65.86%	46,645	70,231	66.42%		
ENGINEERING		213,560	270,933	78.82%	205,848	196,640	104.68%		
PUBLIC WORKS		766,605	1,237,081	61.97%	738,562	1,054,573	70.03%		
POLICE		2,297,189	3,792,719	60.57%	2,309,753	3,464,713	66.67%		
FIRE		87,011	134,985	64.46%	91,907	133,061	69.07%		
CODE ENFORCEMENT		200,544	291,493	68.80%	195,225	287,805	67.83%		
ZONING		0	10,497	0.00%	0	10,060	0.00%		
PARK & RECREATION		198,408	257,914	76.93%	201,918	264,884	76.23%		
<b>TOTAL SALARY EXPENSES</b>		<b>4,267,730</b>	<b>6,727,686</b>	<b>63.44%</b>	<b>4,248,107</b>	<b>6,102,019</b>	<b>69.62%</b>		
<b>OVERTIME</b>									
POLICE		27,384	80,346	34.08%	40,562	75,600	53.65%		
SEWER		12,767	41,836	30.52%	17,577	35,866	49.01%		
PW SNOW REMOVAL		19,916	26,711	74.56%	20,324	26,711	76.09%		
PW ROAD MAINTENANCE		916	6,500	14.10%	4,795	6,500	73.77%		
<b>TOTAL OVERTIME EXPENSES</b>		<b>60,983</b>	<b>155,393</b>	<b>39.24%</b>	<b>83,258</b>	<b>144,677</b>	<b>57.55%</b>		
<b>HEALTH INSURANCE</b>									
SUPERVISORS		50,826	68,658	74.03%	46,203	63,888	72.32%		
ADMINISTRATION		43,157	52,834	81.68%	40,156	54,574	73.58%		
FINANCE		36,881	45,305	81.41%	31,252	43,505	71.83%		
INFORMATION TECHNOLOGY		17,926	24,108	74.36%	16,083	22,703	70.84%		
ENGINEERING		55,484	64,926	85.46%	51,589	46,143	111.80%		
POLICE		529,242	726,918	72.81%	458,173	666,935	68.70%		
FIRE		21,713	31,617	68.68%	20,789	30,161	68.93%		
CODE ENFORCEMENT		57,178	72,154	79.24%	52,197	68,742	75.93%		
ZONING		1,714	2,401	71.39%	985	2,380	41.37%		
SEWER		136,277	259,696	52.48%	138,145	272,680	50.66%		
PUBLIC WORKS ADMINISTRATION		275,537	352,204	78.23%	230,350	319,167	72.17%		
RECREATION ADMINISTRATION		39,595	51,672	76.63%	36,672	48,954	74.91%		
<b>TOTAL HEALTH INSURANCE EXPENSES</b>		<b>1,265,530</b>	<b>1,752,493</b>	<b>72.21%</b>	<b>1,122,593</b>	<b>1,639,832</b>	<b>68.46%</b>		

# Whitpain Township

## Treasurer's Report

### PENSIONS

NON-UNIFORM	277,447	416,158	66.67%	242,622	363,932	66.67%
DEFINED CONTRIBUTION	30,285	54,279	55.80%	27,210	31,677	85.90%
POLICE	352,851	529,276	66.67%	273,669	410,503	66.67%
SEWER	92,471	138,695	66.67%	80,875	121,311	66.67%
<b>TOTAL PENSION EXPENSES</b>	<b>753,054</b>	<b>1,138,408</b>	<b>66.15%</b>	<b>624,376</b>	<b>927,423</b>	<b>67.32%</b>

### EXPENSES

SUPERVISORS	6,097	12,328	49.46%	6,035	10,578	57.05%
ADMINISTRATION	229,789	385,743	59.57%	212,094	339,592	62.46%
FINANCE	62,207	100,742	61.75%	57,777	77,681	74.38%
TAX COLLECTION	61,172	96,918	63.12%	66,390	96,693	68.66%
COMPUTER & INFO. SERVICES	26,837	49,503	54.21%	30,920	48,718	63.47%
PLANNING & ENGINEERING	50,852	88,250	57.62%	43,954	82,379	53.36%
BUILDING MAINTENANCE	127,956	210,367	60.82%	154,559	209,867	73.65%
POLICE EXPENSES	330,713	759,606	43.54%	368,715	739,784	49.84%
FIRE	27,298	47,094	57.96%	22,849	45,205	50.55%
CODE ENFORCEMENT	105,632	112,459	93.93%	66,819	96,098	69.53%
ZONING	26,867	73,301	36.65%	29,935	65,554	45.67%
PUBLIC WORKS ADMINISTRATION	129,713	210,891	61.51%	122,219	185,413	65.92%
PUBLIC WORKS STREET CLEANING	1,834	4,000	45.84%	3,261	4,000	81.53%
PUBLIC WORKS SNOW REMOVAL	3,152	17,068	18.47%	10,702	4,500	237.82%
PUBLIC WORKS TRAFIC SIGNALS	41,813	82,000	50.99%	38,804	81,000	47.91%
PUBLIC WORKS STREET LIGHTING & MARKING	14,117	21,500	65.66%	12,429	21,500	57.81%
PUBLIC WORKS SIDEWALKS & CURBS	16,365	37,000	44.23%	15,065	37,000	40.72%
PUBLIC WORKS STORM SEWER MAINTENANCE	35,096	15,000	233.97%	16,435	9,600	171.20%
PUBLIC WORKS EQUIPMENT MAINTENANCE	119,902	224,473	53.42%	169,780	218,079	77.85%
PUBLIC WORKS ROAD MAINTENANCE	187,134	516,108	36.26%	380,698	500,001	76.14%
RECREATION AND ADMINISTRATION	44,411	92,839	47.84%	61,700	89,225	69.15%
RECREATION AND PROGRAMS	129,718	260,249	49.84%	125,071	251,301	49.77%
PUBLIC WORKS PARK MAINTENANCE	110,338	195,800	56.35%	86,416	156,100	55.36%

### SEWER FUND

#### REVENUES

SEWER RENT - CURRENT	2,391,981	3,300,000	72.48%	2,401,034	3,450,000	69.60%
SEWER RENT - PEN & INT	19,841	30,000	66.14%	22,033	30,000	73.44%
<b>TOTAL SEWER CHARGES</b>	<b>2,411,822</b>	<b>3,330,000</b>	<b>72.43%</b>	<b>2,423,067</b>	<b>3,480,000</b>	<b>69.63%</b>
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	199,742	292,503	68.29%	223,061	327,722	68.06%
DEBT INTEREST CAPITAL PROJECTS	42,473	86,545	49.08%	43,273	86,545	50.00%
<b>TOTAL DEBT SERVICE EXPENSES</b>	<b>242,214</b>	<b>1,529,048</b>	<b>15.84%</b>	<b>266,334</b>	<b>1,355,267</b>	<b>19.65%</b>

AUGUST 31, 2015

ACCOUNT	PURCHASE DATE	DUE DATE	PRINCIPAL	INVESTED WITH	INTEREST RATE	TOTAL
GENERAL FUND	VARIOUS	OPEN	855,190	PLGIT	0.03	855,190.36
	VARIOUS	OPEN	6,927	PLGIT PLUS	0.06	6,926.79
	VARIOUS	OPEN	10,782	PLGIT PR	0.03	10,781.57
	VARIOUS	OPEN	3	PLGIT PR PLUS	0.06	3.34
	VARIOUS	OPEN	5,194,215	TD GENERAL FUND	0.10	5,194,215.47
	VARIOUS	OPEN	88,863	TD-E PAYMENTS	0.10	88,863.26
	VARIOUS	OPEN	5,983	TD-PR	0.10	5,982.70
	VARIOUS	OPEN	5,129	PLGIT PROCUREMENT	0.03	5,129.40
	VARIOUS	OPEN	1,773	DRUG ENFORCEMENT	0.10	1,773.11
	VARIOUS	OPEN	572,512	OPERATING RESERVE	0.10	572,511.90
	VARIOUS	OPEN	572,512	POLICE SPECIAL EQUIPMENT	0.10	1,290.27
FIRE CAPITAL FUND	VARIOUS	OPEN	5,285	PLGIT - ARBITRAGE	0.05	5,284.84
DEBT SERVICE	VARIOUS	OPEN	1,493,074	TD BANK	0.10	1,493,073.90
FIRE PROTECTION TAX	VARIOUS	OPEN	907,013	TD BANK	0.10	907,012.55
FIRE CAPITAL FUND	VARIOUS	OPEN	647,654	TD BANK	0.10	647,653.95
FIRE HYDRANT	VARIOUS	OPEN	204,469	TD BANK	0.10	204,469.07
CAPITAL RESERVE	VARIOUS	OPEN	7,398,058	TD BANK	0.10	7,398,057.89
CAPITAL RES - SIDEWALK GRANT	VARIOUS	OPEN	189,968	TD BANK	0.10	189,968.31
MANOR HOUSE	VARIOUS	OPEN	191,606	TD BANK	0.10	191,606.13
OPEN SPACE ACQUISITION	VARIOUS	OPEN	868,760	TD BANK	0.10	868,759.64
OPEN SPACE RESERVE	VARIOUS	OPEN	278,009	TD BANK	0.10	278,008.77
HIGHWAY AID FUND	VARIOUS	OPEN	433,687	TD BANK	0.10	433,686.95
POLICE MED INS RETIREE	VARIOUS	OPEN	385,452	TD BANK	0.10	385,451.57
NON UNIFORM MED INS RETIREE	VARIOUS	OPEN	10,763	TD BANK	0.10	10,762.50
ESCROW	VARIOUS	OPEN	1,672,494	TD BANK	0.10	1,672,494.15
RESERVE FOR OUTFALL STORM WT	VARIOUS	OPEN	36,994	TD BANK	0.10	36,993.59
FEE-IN-LIEU OF STORMWATER MNT	VARIOUS	OPEN	40,241	TD BANK	0.10	40,240.73
TRAFFIC IMPROVEMENTS	VARIOUS	OPEN	805,861	TD BANK	0.10	805,861.47
SEWER FUND	VARIOUS	OPEN	281,374	PLGIT PLUS	0.06	281,374.28
	VARIOUS	OPEN	1,498,937	TD BANK	0.10	1,498,936.82
SEWER CAPITAL	VARIOUS	OPEN	491,764	TD BANK	0.10	491,764.38
August 31, 2014				<b>PLGIT</b>	0.03	
General Fund TD Bank	\$6,311,507.21			<b>PLGIT PLUS</b>	0.06	
General Fund PLGIT	\$819,714.00			<b>TD BANK</b>	0.10	
Sewer TD Bank	\$1,207,300.72					
Sewer PLGIT	\$281,312.16					
Capital Reserve TD Bank	\$5,162,429.01					