

# UPPER MERION TOWNSHIP

Montgomery County, Pennsylvania



## 2013 Operating, Sewer & Capital Budgets

As Adopted by the Board of Supervisors  
December 6, 2012

Prepared by the Upper Merion Township Finance & Administration Department



## UPPER MERION TOWNSHIP BOARD OF SUPERVISORS

175 WEST VALLEY FORGE ROAD  
KING OF PRUSSIA, PA 19406-1802  
610-265-2600  
FAX: 610-265-0482  
[www.umtownship.org](http://www.umtownship.org)

November 15, 2012

Board of Supervisors  
Upper Merion Township

Dear Board of Supervisors:

It is my pleasure to unveil the 2013 Operating, Capital and Sewer budgets. This is the 21<sup>st</sup> municipal budget program that I have presented in my career. This one is by far the most special because it is my very first here at Upper Merion Township.

These budgets represent the culmination of a process that started in July and involved hours of hard work by the Board of Supervisors, department heads and township staff. Without this effort, I would not be able to present these budgets this evening and the contributions of all are gratefully acknowledged.

The Board of Supervisors has determined once again to continue with the Homestead Exclusion Program and exclude a portion of the value of any homestead property from property taxation. The fixed dollar amount to be excluded from taxation for each primary residential Homestead property for the calendar year 2013 is the amount of \$72,500. The savings based on an average assessment of \$150,000 is \$156.00.

The 2013 budget is an ultra-conservative spending plan. The Township will continue to monitor revenue projections and make conservative financial decisions to insure that all revenues will be collected and expenditures monitored.

These budgets maintain all existing programs at current levels. I assure you that the Township will continue to provide a level of service that at least equals in value the taxes paid by the average property owner.

### **Operating Budget**

The 2013 Operating Budget, totaling \$28,490,500, reflects a 2.28% increase over the 2012 adopted budget. The budget is balanced for 2013 and contemplates no property tax increase. This budget accounts for the day-to-day operations of the Township and consists of the General Fund, Library Fund and Liquid Fuels Fund. The General Fund component has an increase over 2012 of 5.45%. The Township's main revenue source, the Act 511 tax, accounts for over 50% of total General Fund revenues. The Library component has an increase of 5.1% over the adopted 2012 Library budget. There is a subsidy to the Library from the General Fund of \$66,232. The Liquid Fuels component accounts for the township's street resurfacing program. This budget is \$759,202 and includes a carryover of funds from 2012 of \$225,000.

In regard to operating revenue, the following is a summary of extraordinary items contained in the detail of the 2013 budget:

- Continued assessment appeals by both residential and commercial property owners have negatively impacted real estate tax totals for the general and library budgets over the last few years. This trend is predicted to continue into 2013 as well and accounts for the relatively flat growth in assessments.
- The operating budget did not require funding from the diversion of real estate tax that is normally used for capital purposes. By not employing this measure, the capital budget will see the dedicated funding restored for 2013 of approximately \$590,000. This type of dedicated funding has not been available for capital projects for three years.
- Real estate transfer tax revenue is beginning to increase and is budgeted at \$250,000 more than 2012.
- The township is optimistic regarding the Business/Mercantile tax collections for 2013. Projections are up from 2012 by 8.69%.
- Interest earned is projected to be 20% less than 2012 projections.
- The 2013 budget contains a full 12 month projection for gaming revenue of \$1,225,000 from the casino operation located at the Valley Forge Convention Center. The casino opened in the spring of 2012.
- Building permit revenues are projected at 4% higher than the 2012 budget due to increased commercial construction activity resulting in part from the Target retail store.
- The Township's Aaa rating from Moody's Investor's Services was reaffirmed for issuance of a 2013 General Obligation Bond Issue. The proceeds of this issue are estimated at a net present value savings of \$350,000, or approximately 6% of refunded principal, and will reduce the Township debt obligations for 2013. This triple-A rating is a reflection of the Township's sound financial position and strong fiscal management.
- The charge for depreciation, used to fund the Equipment Replacement Fund, has been calculated back into the operating budget. This charge has not been in the budget for four years and for 2013 totals \$455,215.
- The general fund reserve transfer, if needed, is budgeted at \$1,366,639.

As far as the personnel budget is concerned a hiring freeze, except for critical positions, will continue through 2013. It is important to note that since 2008, 23 full-time positions have been eliminated by attrition and have not been replaced. I commend all the employees for picking up the slack. In addition, the 2013 budget calls for continuing the four-day (4-day) work week in the work schedule for employees in the Administration, Safety and Codes Enforcement, and Public Works-Administration departments assigned to the Township Building in addition to certain other divisions of the Public Works Department. Also, the retirement incentive plan program will continue for 2013.

In regard to operating expenses, the following is a summary of noteworthy items contained in the detail of the 2013 budget:

- Administration department increase of 10.4%.
- Police department budget increase of 4.6%.
- Fire & Rescue services decrease of 6.7% due mainly to a decrease in funding from the State for the Volunteer Firemen's Relief Association. The township's annual appropriations for fuel and aid to the three volunteer fire companies as well as the Lafayette Ambulance and Rescue Squad is as follows: fuel budget is \$42,000 and is a 5.0% increase and the aid budget is \$439,400 and is an increase of 4.5%. \$50,000 is directed to Lafayette for workers compensation insurance premium and \$389,400 is to be distributed among the fire companies-Kings of Prussia, Swedeland and Swedesburg.
- Safety & Codes department increase of 2.1%

- Public Works department (to include the divisions of planning, transportation & parks maintenance) increase of 7.1%.
- Park & Recreation department increase of 5.8%. However, participant fees pay for the direct costs of the programs offered and the department is maintaining a ratio of costs to revenues of 54%. In other words, participant fees pay for 54% of the department's budget.
- Library department increase of 5.1%.
- Miscellaneous section of the budget contains the Township's contribution to the Residential Rambler shuttle. The budget of \$217,292 is an increase of 2.6% above 2012. The rambler service is offset by revenues from ticket sales, bus shelter advertising and funds from the State Lottery.
- Liquid Fuels accounts for the road and street resurfacing program of the township. The township receives aid from the Commonwealth of PA, which is derived from the gasoline tax, and is used as the primary funding. The resurfacing program, for 2013, is budgeted at \$759,202.

### **Sewer**

The 2013 sewer operating budget, totaling \$6,014,504, reflects an increase of 8.2% over the 2012 adopted budget. This budget is balanced for 2013. The sewer budget is a separate enterprise fund and accounts for the day-to-day operations at the township's two wastewater treatment facilities as well as the wastewater collection system.

For the third consecutive year, the Township is implementing a \$2.00 per quarter rental rate increase to establish a capital project fund for capital maintenance to the sewage treatment facilities. The plan is for a five-year phase in of this rate increase. Also, the township will be continuing to phase out the residential garbage grinder rate. This plan also continues over a five year period by gradually raising the rate by \$2.00 per quarter per year. 2013 will be year three of this plan.

### **Capital Budget**

For 2013, the Township's Capital Budget program is in conformance with the guidelines set by the Township Supervisors; and that was to plan for projects that are only critical in nature. The 2013 program totals \$10,693,249, and includes approximately \$5 million for the recreation center project.

### **Outlook for 2013**

I assure the Board of Supervisors and the community that the Township will continue to make prudent financial decisions in 2013. With the renewed cooperation of the Upper Merion community, the staff will continue to provide high quality services in a cost-effective and efficient manner.

I would like to thank the Board of Supervisors, retiring Township Manager Ron Wagenmann, the Township's various citizen boards and commissions, the Township's department heads and all other Township staff who assisted in the budget process. I would be remiss if I did not publicly thank Mr. Wagenmann for his input and advice during this transition period. I wish him a healthy, long and happy retirement after 30 years of outstanding service to this community.

The Board of Supervisors has set December 6, 2012 at 7:30 p.m. for the hearing and adoption of the proposed 2013 budgets.

I respectfully submit and officially post the proposed 2013 Operating, Sewer and Capital Budgets for Upper Merion Township and recommend their adoption.

Sincerely,



David G. Kraynik,  
Township Manager Designee

# 2013 Budget Summary

## 01 General Fund:

		2012 Adopted Budget	2012 Adjusted* Budget	2013 Dept Request	2013 Mgr Recomnd	2013 BOS Approv	% Incr.	Dollar Increase	% of Budget
301	Property Tax	3,547,738	3,547,738	3,020,436	3,032,436	3,032,436	-14.5%	(515,302)	11.74%
310	Act 511 Tax	12,292,250	12,292,250	13,044,750	13,563,750	13,563,750	10.3%	1,271,500	52.51%
321	Business License/Permits	575,000	575,000	590,000	625,000	625,000	8.7%	50,000	2.42%
322	Non-Business Permits	12,000	12,000	12,000	15,000	15,000	25.0%	3,000	0.06%
331	Fines	235,000	235,000	230,000	230,000	230,000	-2.1%	(5,000)	0.89%
341	Interest Earned	50,000	50,000	40,000	40,000	40,000	-20.0%	(10,000)	0.15%
342	Rent	44,474	44,474	45,438	45,438	45,438	2.2%	964	0.18%
351/54/57	Fed/State/Local Grants	15,000	15,000	15,000	17,000	17,000	13.3%	2,000	0.07%
355	Shared Revenue	1,807,373	1,807,373	2,346,463	2,392,283	2,392,283	32.4%	584,910	9.26%
361	General Revenue	76,000	76,000	65,000	65,000	65,000	-14.5%	(11,000)	0.25%
362	Public Safety	2,415,300	2,415,300	2,079,967	2,197,967	2,197,967	-9.0%	(217,333)	8.51%
364	Sanitation	324,000	324,000	317,000	317,000	317,000	-2.2%	(7,000)	1.23%
367	Park & Recreation	950,200	950,200	887,000	887,000	887,000	-6.7%	(63,200)	3.43%
377	Transit	148,780	148,780	62,112	62,512	62,512	-58.0%	(86,268)	0.24%
378	Farm Water/Feed	135,000	135,000	125,000	125,000	125,000	-7.4%	(10,000)	0.48%
380	Miscellaneous	6,000	6,000	8,000	8,000	8,000	33.3%	2,000	0.03%
388	Pension Contribution	232,196	232,196	230,000	230,000	230,000	-0.9%	(2,196)	0.89%
392	Transfers	100,000	100,000	104,000	104,000	104,000	4.0%	4,000	0.40%
395	Reimbursements	426,750	426,750	435,086	505,086	505,086	18.4%	78,336	1.96%
399	Budgetary Reserve	1,101,124	1,101,124	0	1,366,639	1,366,639	24.1%	265,515	5.29%
<b>Total Revenue</b>		<b>24,494,185</b>	<b>24,494,185</b>	<b>23,657,252</b>	<b>25,829,111</b>	<b>25,829,111</b>	<b>5.45%</b>	<b>1,334,926</b>	<b>100.00%</b>

400-403	Administration	2,704,353	2,704,353	2,976,799	2,985,077	2,985,077	10.4%	280,724	11.56%
410	Police	11,815,852	11,815,852	12,565,306	12,353,691	12,353,691	4.6%	537,839	47.83%
411	Fire & Rescue Svc	1,155,653	1,155,653	1,082,667	1,078,667	1,078,667	-6.7%	(76,986)	4.18%
413	Safety & Codes	1,233,489	1,233,489	1,313,176	1,259,311	1,259,311	2.1%	25,822	4.88%
408	Planning	383,742	383,742	430,361	412,430	412,430	7.5%	28,688	1.60%
430	Transportation	2,381,344	2,381,344	2,719,476	2,551,255	2,551,255	7.1%	169,911	9.88%
434	Parks & Shade Tree	1,231,527	1,231,527	1,326,570	1,315,092	1,315,092	6.8%	83,565	5.09%
450	Parks & Recreation	1,551,797	1,551,797	1,690,683	1,641,851	1,641,851	5.8%	90,054	6.36%
470-479	Principal & Interest	1,039,211	1,039,211	1,126,233	1,126,233	1,126,233	8.4%	87,022	4.36%
480-495	Intergovt/Transfers/Other	997,217	997,217	1,040,236	1,105,504	1,105,504	10.9%	108,287	4.28%
<b>Total Expense</b>		<b>24,494,185</b>	<b>24,494,185</b>	<b>26,271,507</b>	<b>25,829,111</b>	<b>25,829,111</b>	<b>5.45%</b>	<b>1,334,926</b>	<b>100.00%</b>

407	Information Technology	574,772	574,772	701,399	652,284	652,284	13.5%	77,512
432	Vehicle Maintenance	371,649	371,649	429,273	409,818	409,818	10.3%	38,169
436	Building Maintenance	605,660	605,660	621,585	610,230	610,230	0.8%	4,570

Note: Information Technology, Vehicle and Building Maintenance budgets are allocated to operating depts=

1,552,081	1,552,081	1,752,257	1,672,332	1,672,332	7.7%	120,251
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Total PWD to include planning, transportation & park/shade=

3,996,613	3,996,613	4,476,407	4,278,777	4,278,777	7.1%	282,164
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## 04 Library Fund:

		2012 Adopted Budget	2012 Adjusted* Budget	2013 Dept Request	2013 Mgr Recomnd	2013 BOS Approv	% Incr.	Dollar Increase	% of Budget
301	Property Tax	1,448,914	1,448,914	1,442,538	1,442,538	1,442,538	-0.4%	(6,376)	75.84%
310	511 Taxes	264,471	264,471	264,471	264,471	264,471	0.0%	0	13.90%
331	Fines	10,000	10,000	10,000	12,500	12,500	25.0%	2,500	0.66%
341	Interest Earned	900	900	900	900	900	0.0%	0	0.05%
354	Fed/State/Local Grants	83,646	83,646	83,646	83,646	83,646	0.0%	0	4.40%
367	Special Revenue	5,800	5,800	31,900	31,900	31,900	450.0%	26,100	1.68%
392	Transfer	0	0	0	66,232	66,232	0.0%	66,232	3.48%
<b>Total Revenue</b>		<b>1,813,731</b>	<b>1,813,731</b>	<b>1,833,455</b>	<b>1,902,187</b>	<b>1,902,187</b>	<b>4.9%</b>	<b>88,456</b>	<b>100.00%</b>

456	Library	1,809,540	1,809,540	1,931,108	1,902,187	1,902,187	5.1%	92,647	100.00%
<b>Total Expense</b>		<b>1,809,540</b>	<b>1,809,540</b>	<b>1,931,108</b>	<b>1,902,187</b>	<b>1,902,187</b>	<b>5.1%</b>	<b>92,647</b>	<b>100.00%</b>

## 08 Sewer Fund:

		2012 Adopted Budget	2012 Adjusted* Budget	2013 Dept Request	2013 Mgr Recomnd	2013 BOS Approv	% Incr.	Dollar Increase	% of Budget
340	Surcharges	45,000	45,000	65,000	65,000	65,000	44.4%	20,000	1.08%
341	Interest Earned	15,000	15,000	13,000	13,000	13,000	-13.3%	(2,000)	0.22%
364	Residential	2,489,750	2,489,750	2,650,908	2,650,908	2,650,908	6.5%	161,158	44.00%
364	Commercial	1,972,391	1,972,391	2,133,036	2,133,036	2,133,036	8.1%	160,645	35.40%
364	Contracts	814,256	814,256	858,840	858,840	858,840	5.5%	44,584	14.25%
364	MIPP	128,146	128,146	136,346	136,346	136,346	6.4%	8,200	2.26%
364	Penalties	50,000	50,000	50,000	50,000	50,000	0.0%	0	0.83%
380	Miscellaneous/Reimb	86,500	86,500	118,000	118,000	118,000	36.4%	31,500	1.96%
<b>Total Sewer Fund</b>		<b>5,601,043</b>	<b>5,601,043</b>	<b>6,025,130</b>	<b>6,025,130</b>	<b>6,025,130</b>	<b>7.6%</b>	<b>424,087</b>	<b>100.00%</b>

421	Trout Run	1,385,107	1,385,107	1,406,225	1,405,406	1,405,406	1.5%	20,299	23.37%
422	Matsunk	1,239,618	1,239,618	1,254,176	1,255,510	1,255,510	1.3%	15,892	20.87%
423	Collections	1,360,214	1,360,214	1,416,940	1,408,560	1,408,560	3.6%	48,346	23.42%
425	SRA-Admin.	408,237	408,237	442,079	440,685	440,685	7.9%	32,448	7.33%
426	SRA-Authority	26,878	26,878	12,941	12,941	12,941	-51.9%	(13,937)	0.22%
427	Misc./MIPP/Lease	1,139,050	1,139,050	1,246,152	1,246,152	1,246,152	9.4%	107,102	20.72%
470	Principal & Interest	0	0	245,250	245,250	245,250	0.0%	245,250	4.08%
<b>Total Sewer Fund</b>		<b>5,559,104</b>	<b>5,559,104</b>	<b>6,023,763</b>	<b>6,014,504</b>	<b>6,014,504</b>	<b>8.2%</b>	<b>455,400</b>	<b>100.00%</b>

## 35 Liquid Fuel Fund:

		2012 Adopted Budget	2012 Adjusted* Budget	2013 Dept Request	2013 Mgr Recomnd	2013 BOS Approv	% Incr.	Dollar Increase	% of Budget
355	Shared Revenue	552,668	552,668	534,202	534,202	534,202	-3.3%	(18,466)	70.36%
399	Budgetary Reserve	1,000,000	1,000,000	0	225,000	225,000	0.0%	(775,000)	29.64%
<b>Total Revenue</b>		<b>1,552,668</b>	<b>1,552,668</b>	<b>534,202</b>	<b>759,202</b>	<b>759,202</b>	<b>-51.1%</b>	<b>(793,466)</b>	<b>100.00%</b>

430	Transportation	1,552,668	1,552,668	534,202	759,202	759,202	-51.1%	(793,466)	100.00%
<b>Total Expense</b>		<b>1,552,668</b>	<b>1,552,668</b>	<b>534,202</b>	<b>759,202</b>	<b>759,202</b>	<b>-51.1%</b>	<b>(793,466)</b>	<b>100.0%</b>

\* Figures reflect all Y-T-D budget transfers and supplemental appropriations as approved by the BOS/Mgr.

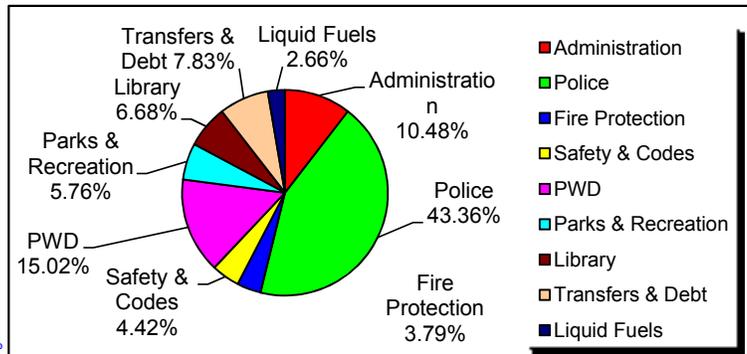
### 2013 BUDGET SUMMARY

	2012 Adopted	2013 Adopted	Incr or (Decr)	% Inc/Decr
Operating Budget	\$27,856,393	\$28,490,500	\$634,107	2.28%
Sewer Budget	\$5,559,104	\$6,014,504	\$455,400	8.19%
Capital Budget	\$4,286,764	\$10,693,249	\$6,406,485	149.45%
<b>Total</b>	<b>37,702,261</b>	<b>45,198,253</b>	<b>7,495,992</b>	<b>19.88%</b>

## 2013 Upper Merion Township Budget as Adopted 12/6/2012 by The Board of Supervisors

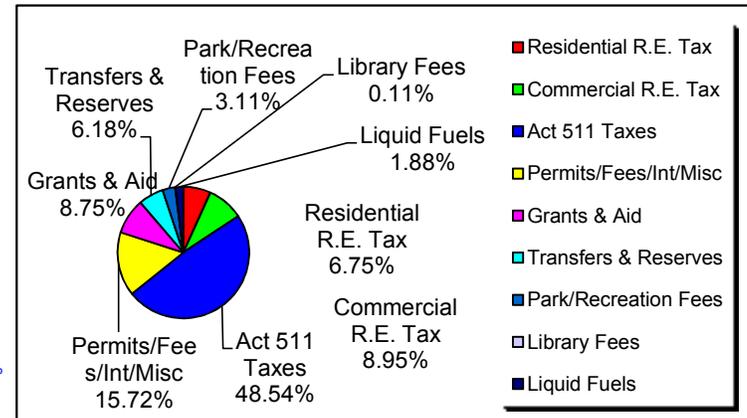
### 2013 OPERATING EXPENSES

Administration	\$2,985,077	10.48%
Police	12,353,691	43.36%
Fire Protection	1,078,667	3.79%
Safety & Codes	1,259,311	4.42%
Public Works	4,278,777	15.02%
Parks & Recreation	1,641,851	5.76%
Library	1,902,187	6.68%
Transfers & Debt	2,231,737	7.83%
Liquid Fuels	759,202	2.66%
<b>TOTAL</b>	<b><u>\$28,490,500</u></b>	<b>100.00%</b>



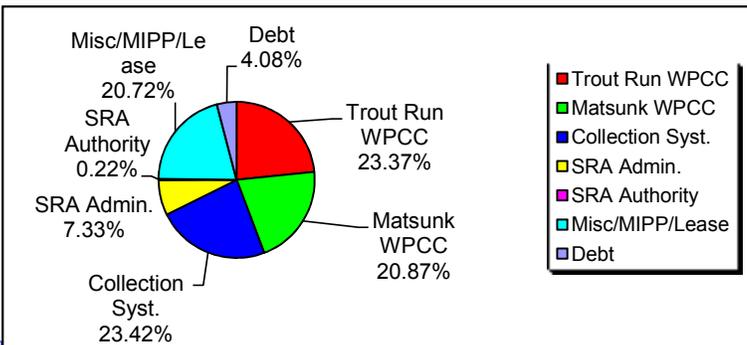
### 2013 OPERATING REVENUE

Residential R.E. Tax	\$1,924,239	6.75%
Commercial R.E. Tax	\$2,550,735	8.95%
Act 511 Taxes	13,828,221	48.54%
Permits/Fees/Int/Misc	4,479,403	15.72%
Grants & Aid	2,492,929	8.75%
Transfers & Reserves	1,761,871	6.18%
Park/Recreation Fees	887,000	3.11%
Library Fees	31,900	0.11%
Liquid Fuels	534,202	1.88%
<b>TOTAL</b>	<b><u>\$28,490,500</u></b>	<b>100.00%</b>



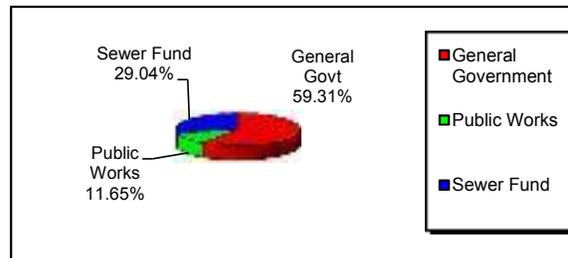
### 2013 SEWER FUND BUDGET

Trout Run WPCC	\$1,405,406	23.37%
Matsunk WPCC	\$1,255,510	20.87%
Collection Systems	\$1,408,560	23.42%
SRA Administration	\$440,685	7.33%
SRA Authority	\$12,941	0.22%
Misc/MIPP/Lease	\$1,246,152	20.72%
Debt	\$245,250	4.08%
<b>TOTAL</b>	<b><u>\$6,014,504</u></b>	<b>100.00%</b>



### 2013 CAPITAL BUDGET

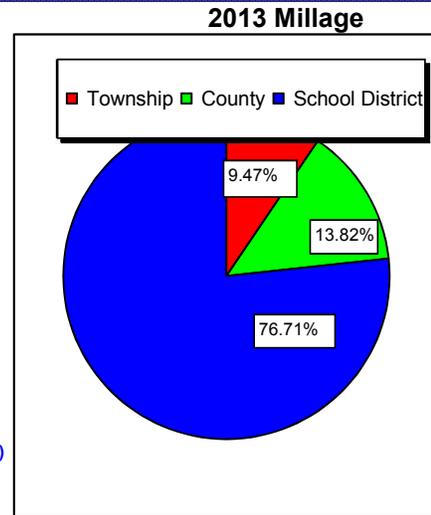
	<b>TOTAL</b>		
General Government	\$6,342,136	59.31%	
Public Works	1,246,175	11.65%	
Sewer Fund	<u>3,104,938</u>	<u>29.04%</u>	
<b>TOTAL</b>	<b><u>\$10,693,249</u></b>	<b>100.00%</b>	



## 2013 BUDGET SUMMARY

	2012	2013	Incr or (Decr)	% Inc/Decr
Operating Budget	\$27,856,393	\$28,490,500	\$634,107	2.28%
Sewer Budget	\$5,559,104	\$6,014,504	\$455,400	8.19%
Capital Budget	\$4,286,764	\$10,693,249	\$6,406,485	149.45%
<b>Total</b>	<b>37,702,261</b>	<b>45,198,253</b>	<b>7,495,992</b>	<b>19.88%</b>

<u>Millage History</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
General Fund	1.255	1.255	1.045
Library	0.508	0.508	0.508
Fire	0.096	0.096	0.096
Capital Program	0.000	0.000	0.155
Parks & Rec	0.000	0.000	0.055
Municipal Building	0.205	0.205	0.205
Open Space	0.095	0.095	0.095
<b>Total Township</b>	<b>2.159</b>	<b>2.159</b>	<b>2.159</b>
County Millage	2.695	3.152	3.152
School District	15.930	17.190	17.490 (1)
All Jurisdictions	20.784	22.501	22.801



(1) 7/1/12 - 6/30/13 Tax Year

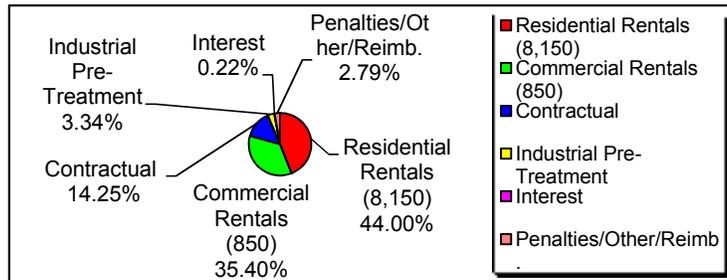
**2013 Total Certified Township Assessment = \$3,439,825,223 as of 1/3/2013**

**Business Tax Rates**

- Amusement Tax - 10% on admission charges, shared 50/50 with School District
- Mercantile & Business Privilege Tax - 1.5 mills (\$1.50 per \$1,000) on gross receipts of retail (0.5 mills for wholesale), services businesses, and rental income
- Local Services Tax - \$52 per employee (\$47 Township, \$5 School District)

**Sewer Fund Revenues**

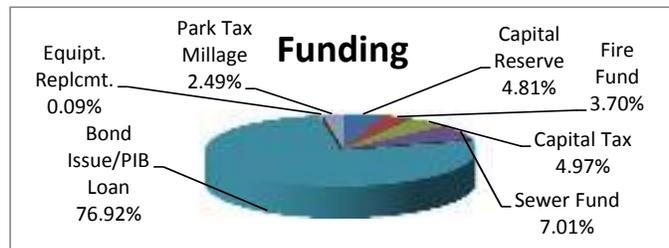
Residential Rentals (8,150)	\$2,650,908	44.00%
Commercial Rentals (850)	2,133,036	35.40%
Contractual	858,840	14.25%
Industrial Pre-Treatment	201,346	3.34%
Interest	13,000	0.22%
Penalties/Other/Reimb.	<u>\$168,000</u>	<u>2.79%</u>
<b>Total Sewer Revenues</b>	<b>\$6,025,130</b>	<b>100.00%</b>



**Sewer Rates:** Private dwelling or living unit (residential)- \$58.00/qr w/grinder;\$54.00/qr w/o grinder  
 Commercial & Industrial are based on water consumption or minimum charge based on use  
 (Ord. #2005-751 reclassifies non-grinder residential rate to grinder rate at time of property transfer).

**Capital Fund Revenues**

Capital Reserve	513,996	4.81%
Fire Fund	396,000	3.70%
Capital Tax Millage	531,375	4.97%
Sewer Fund	750,000	7.01%
Bond Issue/PIB Loan	8,225,378	76.92%
Equipmt. Replcmt.	10,000	0.09%
Park Tax Millage	<u>266,500</u>	<u>2.49%</u>
<b>Total Capital Revenues</b>	<b>10,693,249</b>	<b>100.00%</b>



**Budget Calendar**

**Posting:** The Budget will be posted on Thursday November 15, 2012 at 7:30 PM.

Copies of the Township's budget will be available on the Township's web site as well as in the Library and Administration Department November 16, 2012 for public inspection.

**Hearing & Adoption:** The hearing and adoption will be held by the Board of Supervisor's at 7:30 PM on Thursday December 6, 2012.

The final budget document will be available, as a PDF, on the Township's website approximately February 15, 2013.

**RESOLUTION NO. 2012-37**

**WHEREAS**, pursuant to the provisions of the Second Class Township Code, the Board of Supervisors made available to the public for inspection a proposed Budget for the year 2013, and

**WHEREAS**, the Board is of the opinion that no revisions to the proposed Budget are required at the present time as a result of a further review of anticipated revenues and expenses for 2013.

**NOW, THEREFORE**, in consideration of the foregoing,

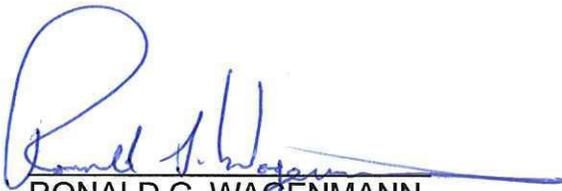
**IT IS HEREBY RESOLVED** by the Board of Supervisors of Upper Merion Township that the Budget for 2013, posted at the meeting of November 15, 2012, be hereby adopted.

**FURTHER BE IT RESOLVED**, that the annual Township Tax for road, bridge and general Township purposes upon all real property located within the Township and made taxable for Township purposes, be levied in the amount of one mill and forty-five thousandths of a mill (1.045) and five hundred eight thousandths of a mill (0.508) for the operation of the Township Library for the year 2013.

**AND FURTHER BE IT RESOLVED**, that an annual tax to be applied towards the payment of indebtedness incurred for the construction of the expansion of the Township Municipal Building, be levied in the amount of two hundred and five thousandths of a mill (0.205); and the purchase or preservation of land to be used for open space and active and passive recreational purposes throughout the Township, be levied in the amount of ninety-five thousandths of a mill (0.095), for the year 2013 upon all real property located within the Township and made taxable for Township purposes.

**RESOLVED**, this 6<sup>th</sup> day of December 2012, by the Board of Supervisors of Upper Merion Township.

ATTEST:

  
RONALD G. WAGENMANN  
TOWNSHIP MANAGER,  
SECRETARY/TREASURER

UPPER MERION TOWNSHIP  
BOARD OF SUPERVISORS

  
ERIKA SPOTT  
CHAIRPERSON

**RESOLUTION NO 2012-36**  
**Capital Improvement Budget**

**WHEREAS**, the Township is empowered by the provisions of the Second Class Township Code to levy a tax for the purpose of purchasing and maintaining fire and rescue equipment and for the purpose of making appropriations to fire and rescue services within the Township; and

**WHEREAS**, the Township is empowered by the provisions of the Second Class Township Code to levy a tax for the purpose of maintaining and operating parks, playgrounds and recreation centers within the Township; and

**WHEREAS**, the Township is also empowered by the provisions of the Second Class Township Code to levy a tax sufficient to pay interest and principal on any indebtedness incurred pursuant to the act of July 12, 1972, P.L. 178, No. 185, known as the "Local Government Unit Debt Act," or any prior or subsequent act governing the incurrence of indebtedness of the Township; and

**WHEREAS**, it has been determined by the Board of Supervisors that the imposition of such taxes are necessary to provide for the Capital Improvements Program of the Township; and

**WHEREAS**, it is the intention of the Board of Supervisors to continue enacting these tax levies for the year 2013.

**NOW, THEREFORE**, in consideration of the foregoing, it is hereby resolved by the Board of Supervisors, as follows:

There is hereby levied for the year 2013 upon all real property made taxable for Township purposes in Upper Merion Township an annual tax to maintain a Capital Improvements Program as follows: ninety six thousandths of a mill (0.096) for the purpose of funding the associated needs regarding the purchasing and maintenance of fire and rescue equipment and for the purpose of making appropriations to fire and rescue services within the Township as specifically authorized under the Second Class Township Code; fifty-five thousandths of a mill (0.055) for Recreation Purposes; one hundred and fifty-five thousandths of a mill (0.155) for debt service.

**RESOLVED**, this 6th day of December 2012, by the Board of Supervisors of Upper Merion Township.

ATTEST:

  
RONALD G. WAGENMANN  
TOWNSHIP MANAGER,  
SECRETARY/TREASURER

UPPER MERION TOWNSHIP  
BOARD OF SUPERVISORS

  
ERIKA SPOTT  
CHAIRPERSON

UPPER MERION TOWNSHIP

MONTGOMERY COUNTY, PENNSYLVANIA

RESOLUTION NO. 2012-35

**A RESOLUTION OF THE TOWNSHIP OF UPPER MERION, MONTGOMERY COUNTY, PENNSYLVANIA, ESTABLISHING THE FIXED DOLLAR AMOUNT TO BE EXCLUDED FROM TAXATION FOR EACH HOMESTEAD PROPERTY IN UPPER MERION TOWNSHIP FOR CALENDAR YEAR 2013**

WHEREAS, the Board of Supervisors of Upper Merion Township is desirous of reducing the real estate tax burden on homestead property owners; and

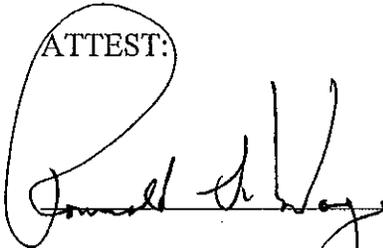
WHEREAS, 53 Pa. C. S. A. §8583 (a portion of the law commonly known as "Act 50") empowers the governing body of a political subdivision to exclude from taxation a fixed dollar amount of the assessed value of each homestead property in the political subdivision; and

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Board of Supervisors of Upper Merion Township, that the amount of Seventy-Two Thousand Five Hundred Dollars (\$72,500) is hereby excluded from the assessed value of each homestead property in Upper Merion Township for calendar year 2013.

RESOLVED by the Board of Supervisors this 15th day of November, 2012.

ATTEST:

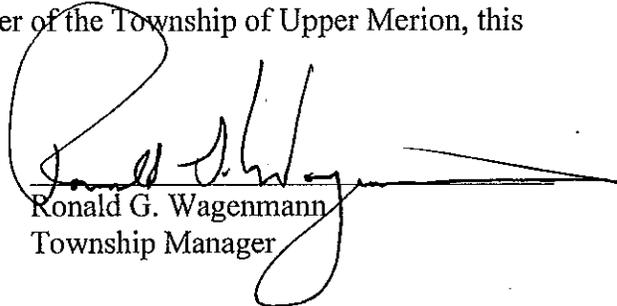
TOWNSHIP OF UPPER MERION  
BOARD OF SUPERVISORS

  
\_\_\_\_\_



Erika Spott, Chairperson

Approved by the Township Manager of the Township of Upper Merion, this  
15<sup>th</sup> day of November, A.D., 2012.

  
\_\_\_\_\_

Ronald G. Wagenmann  
Township Manager

**UPPER MERION TOWNSHIP  
AUTHORIZED  
FULL TIME POSITIONS**

As approved 1/1 of each calendar year

JOB TITLE	2008	2009	2010	2011	2012	2013
TWP MANAGER	1	1	1	1	1	1
FINANCE DIRECTOR	1	1	1	1	1	1
ASSISTANT TWP MANAGER	1	1	1	1	1	1
ACCTS. REC. DIRECTOR	1	1	1	1	1	1
ACCTS. PAYABLE DIRECTOR	1	1	1	1	1	1
HUMAN RESOURCES DIRECTOR	1	1	1	1	1	1
PUBLIC INFO OFFICER	1	1	1	1	1	1
ASSISTANT TO TWP MANAGER	1	1	1	1	1	1
TELEVISION SERVICES COORD.	1	1	1	1	1	1
EXECUTIVE SECRETARY	1	1	1	1	1	1
PAYROLL / BOOKKEEPER	1	1	1	1	1	1
ACCTS. PAYABLE CLERK	2	2	1	1	1	1
511/ SEWER CLERK	3	3	3	3	3	3
CASHIER	1	1	1	1	1	1
SECRETARY	1	1	1	1	1	1
BENEFITS COORDINATOR	1	1	1	1	1	1
ACCTS. RECEIVABLE CLERK	1	1	1	1	1	1
<b>Total Administration</b>	<b>20</b>	<b>20</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>

DIRECTOR	1	1	1	1	1	1
CHILDREN'S LIBRARIAN	1	1	1	1	1	1
ASST. HEAD OF REFERENCE	1	1	1	1	1	1
HD. OF CHILDREN SVCS	1	1	1	1	1	1
ASST TO LIBRARY DIRECTOR	1	1	1	1	1	1
CIRCULATION ASST.	1	1	1	1	1	1
PROCESSING CLERK	1	1	1	1	1	1
PROC/CHILD. ASST.	1	1	1	1	0	0
CHILD. CIRC. ASST.	1	1	1	1	1	1
HD. OF AD. CIRC.	1	1	1	1	1	1
CATALOGUER	1	1	1	1	1	1
<b>Total Library</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>10</b>	<b>10</b>

DIRECTOR	1	1	1	1	1	1
RECREATION SUPERINTENDENT	1	1	1	1	1	1
<b>Total Parks and Recreation</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

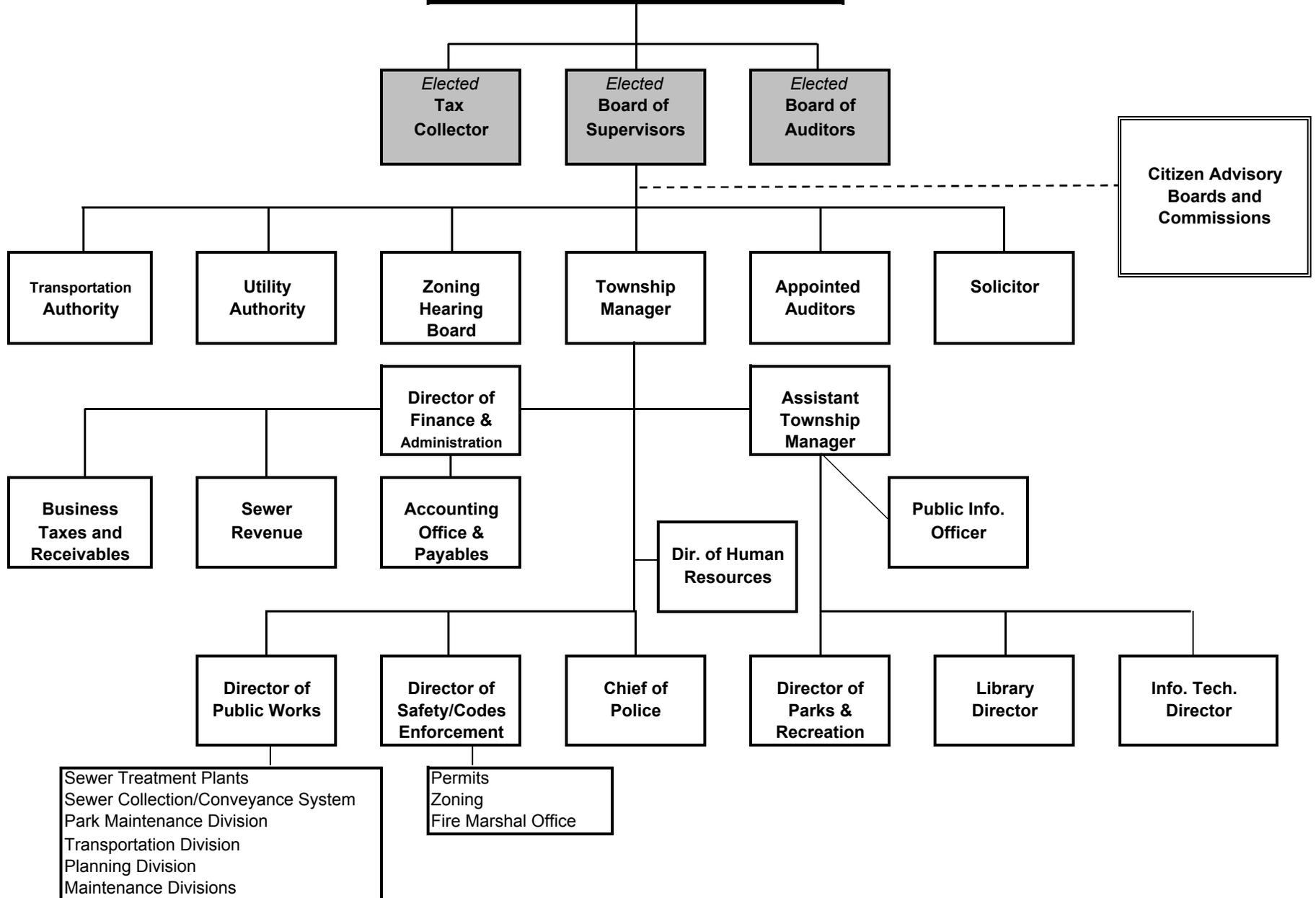
POLICE CHIEF	1	1	1	1	1	1
CAPTAIN	1	1	1	1	1	1
LIEUTENANT	3	3	3	3	3	3
SERGEANTS	8	8	8	8	8	8
CORPORALS	4	4	4	4	4	4
OFFICERS	47	47	47	47	47	47
COMMUNICATIONS SUPV.	1	1	1	1	0	0
EXECUTIVE (CHIEF'S) SECRETARY	1	1	1	1	1	1
QUARTERMASTER	1	1	1	1	1	1
ANIMAL CONTROL OFFICER	1	1	0	0	0	0
EVIDENCE TECHNICIAN	1	1	1	1	1	1
SPECIAL OFFICER	3	3	3	2	2	2
TELECOMMUNICATOR	8	8	8	8	8	7
RECORDS CLERK	3	3	3	3	3	3
SECRETARY	2	2	2	2	2	2
<b>Total Police</b>	<b>85</b>	<b>85</b>	<b>84</b>	<b>83</b>	<b>82</b>	<b>81</b>

**UPPER MERION TOWNSHIP  
AUTHORIZED  
FULL TIME POSITIONS**

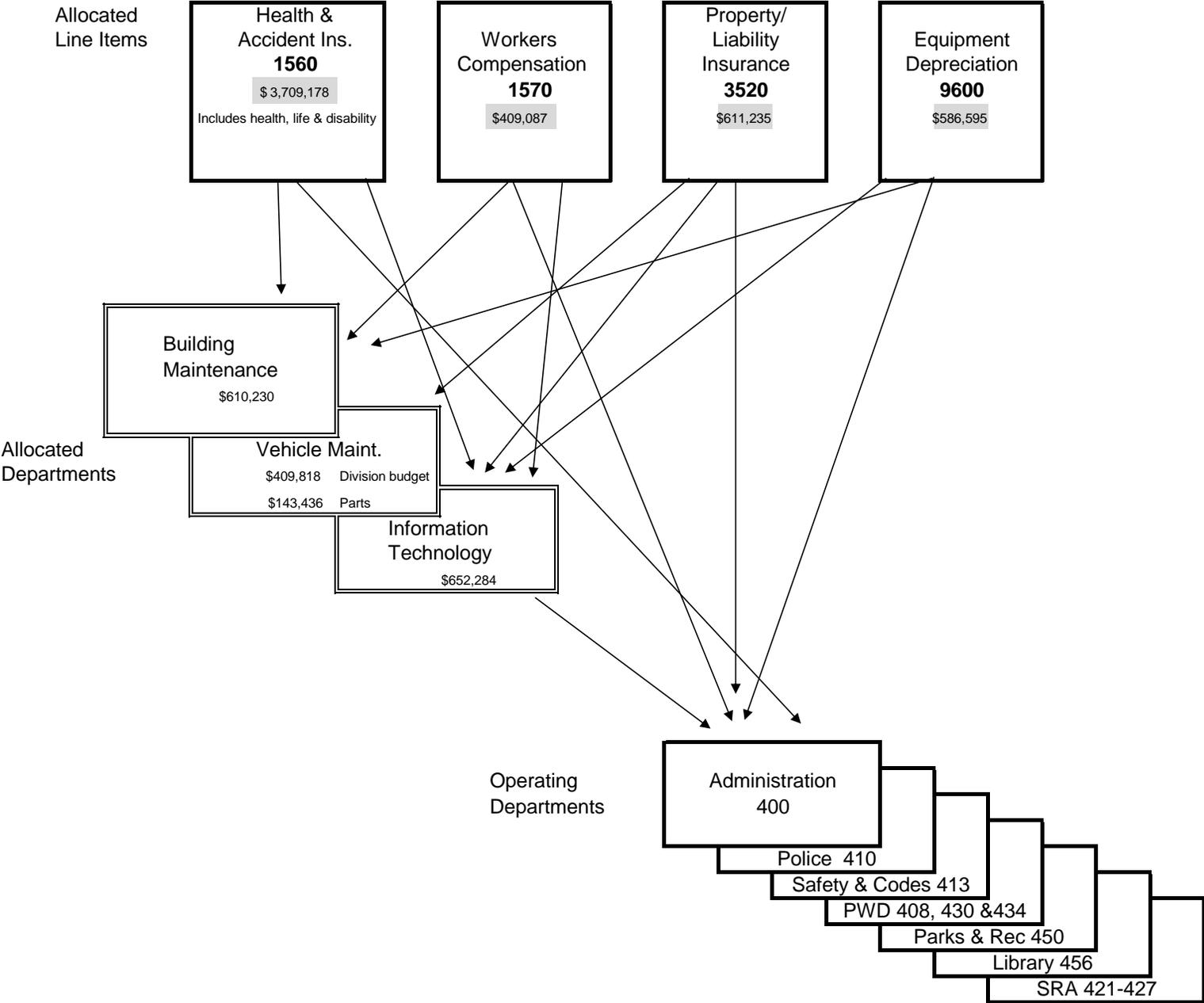
As approved 1/1 of each calendar year

JOB TITLE	2008	2009	2010	2011	2012	2013
DIRECTOR	1	1	1	1	1	1
DEPUTY DIRECTOR	1	1	1	0	0	0
PLANNER	1	1	1	1	1	1
ASSOCIATE PLANNER	1	1	1	1	1	1
MAINTENANCE SUPT.	1	1	1	1	1	1
PRETREATMENT PRGM. ADMIN.	1	1	1	1	1	1
WASTEWATER PLANT SUPT.	2	2	2	2	2	2
COLLECTION SYSTEM SUPT.	1	1	1	1	1	1
COLLECTION SYSTEM PA ONE-CALL	1	0	0	0	0	0
TRANSPORTATION SUPT.	1	1	1	1	1	1
PROJECT COORDINATOR	1	1	1	1	0	0
PARKS & SHADE TREE SUPT.	1	1	1	1	1	1
ENG. COORDINATOR	1	1	1	1	0	0
INSPECTOR	1	1	1	0	0	0
ASST. COLLECTION SYS. SUPT.	1	1	1	1	1	1
ASST. PLANT SUPT.	2	2	2	2	2	2
ASST. TRANSPORTATION SUPT.	1	1	1	1	1	1
ASST. PARK/SHADE TREE SUPT.	1	1	1	1	1	1
LEAD MECHANIC	1	1	1	1	1	1
MECHANIC	2	2	2	2	2	2
WASTEWATER LABORER	15	14	13	13	13	13
TRANSPORTATION LABORER	12	12	12	12	11	11
PARKS & SHADE TREE LABORER	5	5	4	4	4	4
FARM LABORER	1	1	1	1	1	1
FARM SUPERVISOR	1	1	1	1	1	1
EXECUTIVE SECRETARY	1	1	1	1	1	1
SECRETARY II	1	1	1	1	0	0
RECEPTIONIST	1	1	0	0	0	0
SECRETARY I	2	2	2	2	2	2
BUILDING MAINT.LABORER	2	2	2	2	2	2
<b>Total Public Works</b>	<b>64</b>	<b>62</b>	<b>59</b>	<b>57</b>	<b>53</b>	<b>53</b>
DIRECTOR/CHIEF FIRE MARSHAL	1	1	1	1	1	1
CHIEF BLDG. OFFICIAL	1	1	1	1	1	1
PERMITS OFFICER	1	1	1	1	1	1
PROPERTY MAINT. OFFICER	1	1	1	1	0	0
PROP. MAINT. /RECYC COORD.	1	1	1	1	1	1
PLUMBING/BUILDING OFFICIAL	1	1	1	1	1	1
DEPUTY FIRE MARSHAL	1	1	1	1	1	1
BUILDING OFFICIAL	3	2	2	2	2	2
PERMITS CLERK	1	1	1	1	1	1
FIRE INSPECTOR	1	1	1	1	1	1
<b>Total Safety &amp; Codes Enforcement</b>	<b>12</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>10</b>	<b>10</b>
DIRECTOR	1	1	1	1	1	1
NETWORK ADMINISTRATOR	3	3	3	3	3	3
<b>Total Information Technology</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>GRAND TOTAL</b>	<b>198</b>	<b>195</b>	<b>190</b>	<b>187</b>	<b>180</b>	<b>179</b>

# Upper Merion Voters



# Budget Allocations-2013



## CALENDAR FOR 2013 OPERATING AND CAPITAL BUDGETS

<u>DATE - 2012</u>	<u>ACTIVITY</u>	<u>RESPONSIBLE PARTY</u>
Jun. 12	Goals and Objectives Workshop	Township Manager, Department Heads
Jul. 10	Goals and Objectives Meeting	Board of Supervisors, Township Manager, Department Heads
Aug. 16	Budget Guidelines on BOS meeting agenda for approval	Board of Supervisors, Director of Finance
Sept. 21	Revenue Projections due to Accounts Receivable Director	Department Heads
Sept. 28	Due date to have all Operating, Capital and Personnel information entered into MUNIS	Department Heads
Oct. 15	Review Revenue Projections with Twp. Mgr., Dir. of Finance, Asst. Twp. Mgr. and A/R Dir.	(see <u>Activity</u> description)
Oct. 15-18, & 22	Review <b>Department</b> Operating & Capital Budget requests	Twp. Mgr., Asst. Mgr., Department Heads & Finance Director
Oct. 25, 30, Nov. 7, & 8	<b>Review proposed budget with Board of Supervisors</b> (Advertised budget workshops-7pm)	Township Manager/ Department Heads
Nov. 1	Prepare legal ad & advertise posting of proposed Budget and that the budget will be available for public inspection at Township Bldg. on Nov. 16.	Manager's Secretary
Nov. 15	Posting of 2013 Budget	Township Manager/ Board of Supervisors
Dec. 6	Hearing and Adoption of 2013 Budget	Board of Supervisors



**GENERAL FUND REVENUE 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>REVENUES</b>												
01301	0100	R.E. TAXES CURRENT	(2,946,553)	(2,890,324)	(2,890,324)	(2,851,417)	98.7%	(2,937,436)	(2,937,436)	(2,937,436)	(47,112)	1.6%
<p>Current Real Estate Taxes are based on county tax assessments. This revenue item is affected by assessment appeals which reduce receipts and construction activity which increases receipts. This tax is collected by an elected tax collector. The tax is determined by multiplying the assessment by tax rate millage (1.045). Budget amount is at 98% collection rate.</p> <p>1/12/13 certified assmt: \$</p> <p>Max. mill rate=14 (10/4/12 assmt. \$3,427,996,783 x .001045 x 98% - \$544,005 = \$2,966,607)</p> <p>\$2,966,607 - \$29,171 = \$2,937,436</p> <p>(Homestead exclusion = \$544,005)</p> <p>The collection period for this tax is as follows:            2% discount period 2/1 thru 3/31            face period 4/1 thru 5/3            10% penalty period after 5/31.</p> <p>TAX PAYMENT CREDITS FOR 2013:            GSK-\$29,171            Total=\$29,171</p>												
01301	0110	R.E. TAXES SPCL LEVY PARK/CAP	(600,353)	(580,414)	(580,414)	(579,543)	99.8%	0	0	0	580,414	-100.0%



# GENERAL FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Reallocation of capital tax mills (.155) and park capital mills (.055) into the general fund budget for total of .210 additional mills into general fund.</p> <p>10/4/12 assmt. \$3,427,996,783 x .000210 x 98% - \$109,362 = \$596,120</p> <p>\$596,120 - \$6,080 = \$590,040</p> <p>Homestead exclusion = \$109,362</p> <p>TAX PAYMENT CREDITS FOR 2013: GSK-\$6,080 Total=\$6,080</p>										
<b>01301 0200 R.E. TAXES PRIOR</b>	0	(8,000)	(8,000)	(13,482)	168.5%	(12,000)	(12,000)	(12,000)	(4,000)	50.0%
<p>Real Estate Taxes remitted to the Township from the Real Estate Tax Collector after the close of 12/31. The tax money is receipted in the current budget for the previous year.</p>										
<b>01301 0210 R.E. TAXES PRIOR-SPCL LEVY</b>	(563)	0	0	(1,071)	0.0%	0	0	0	0	0.0%
<p>Real Estate Taxes remitted to the Township from the Real Estate Tax Collector after the close of 12/31. The tax money is receipted in the current budget for the previous year.</p> <p>\$1,500 budget if put into general fund.</p>										
<b>01301 0400 R.E. TAXES DELINQUENT</b>	(52,601)	(50,000)	(50,000)	(79,632)	159.3%	(55,000)	(65,000)	(65,000)	(15,000)	30.0%



# GENERAL FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>The twp. real estate tax can be paid by 3/31 at discount (2%), by 6/2 at face, or anytime thereafter until 12/31 at penalty (10%). After 12/31, the tax collector turns all delinquent tax bills over to the Montgomery County Tax Claim Bureau. The property owner has approx. 18 months to pay the taxes plus penalty, or the Tax Claim Bureau will conduct a Sheriff sale.</p>										
<b>01301 0600 R.E. TAXES INTERIM</b>	(21,811)	(17,000)	(17,000)	(34,439)	202.6%	(16,000)	(18,000)	(18,000)	(1,000)	5.9%
<p>Partial year real estate tax payments for properties undergoing construction. The county assessors office makes interim assessments based on the construction activity that changes the assessed value of the property.</p>										
<b>01301 0610 R.E.TAXES INTERIM SPCL LEVY</b>	(4,373)	(2,000)	(2,000)	(6,904)	345.2%	0	0	0	2,000	-100.0%
<b>01310 0100 R.E. TRANSFER TAX</b>	(550,384)	(450,000)	(450,000)	(920,382)	204.5%	(550,000)	(700,000)	(700,000)	(250,000)	55.6%
<p>Any purchase/transfer of property within the Township is subject to a 1% tax (shared evenly with the UMASD). The tax is collected by the Montgomery County Recorder of Deeds.</p>										
<b>01310 0300 MERCANTILE TAX</b>	(3,729,490)	(3,800,000)	(3,800,000)	(3,895,578)	102.5%	(3,825,000)	(3,914,000)	(3,914,000)	(114,000)	3.0%



**GENERAL FUND REVENUE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Tax on gross receipts resulting from retail and/or wholesale sales. Retail tax rate is 1.5 MILLS or \$1.50 per \$1,000 of sales. The wholesale rate is .5 MILL or \$0.50 per \$1,000 of sales. Taxes are paid based on estimate of current years sales. Variances between reported and actual gross receipts are adjusted in the subsequent year.</p>										
<b>01310 0330 DELINQUENT 511 TAXES-Mercantil</b>	(264,349)	(200,000)	(200,000)	(127,907)	64.0%	(200,000)	(200,000)	(200,000)	0	0.0%
<p>Tax on gross receipts resulting from retail and/or wholesale sales that have been filed after the due date. Taxes are delinquent when received after 12/31 of that tax year. Collection of delinquent taxes through internal letters and audit.</p>										
<b>01310 0400 LOCAL SERVICES TAX</b>	(2,096,613)	(2,020,000)	(2,020,000)	(2,066,388)	102.3%	(2,040,000)	(2,150,000)	(2,150,000)	(130,000)	6.4%
<p>A \$52.00 annual tax is levied on all persons working in Upper Merion Township. This tax is a reflection of the employment situation in Upper Merion Township. The tax is allocated \$47.00 to Upper Merion Township and \$5.00 to Upper Merion Area School District. Please see account 01-481-4303,4304,4305,4306 &amp; 4307 for pass thru amounts to other funds for real estate tax homestead exclusion. Work force estimated at 56,000</p>										
<b>01310 0430 DELINQUENT 511 TAXES-LST</b>	(61,869)	(50,000)	(50,000)	(73,943)	147.9%	(55,000)	(65,000)	(65,000)	(15,000)	30.0%
<p>The late filing of \$52.00 annual tax levied on all persons working in Upper Merion Township. The tax is allocated \$47.00 to Upper Merion Township and \$5.00 to the UMASD. The taxes are delinquent when received after 12/31 of the current year. Collection of delinquent years taxes through 511 tax letters, solicitor letters and audits.</p>										
<b>01310 0530 DELINQUENT 511 TAXES-Occupatio</b>	(3,097)	(1,000)	(1,000)	(3,977)	397.7%	(1,500)	(1,500)	(1,500)	(500)	50.0%



**GENERAL FUND REVENUE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>The late filing of \$10.00 annual tax levied on all persons working in Upper Merion Township. This tax is shared 50/50 with the school district through the delinquent account. The taxes are delinquent when received after 12/31 of the current tax year. Collection of delinquent ye ars taxes through 511 letters, solicitor letters and audits.</p>										
<b>01310 0700 AMUSEMENT TAX</b>	(28,804)	(30,000)	(30,000)	(19,449)	64.8%	(22,000)	(22,000)	(22,000)	8,000	-26.7%
<p>Tax collected on admission to places of entertainment and/or sporting events. The tax rate is 10% of admission price. This tax is shared 50/ 50 with the School District. Receipts have declined in the past five y ears due to shows leaving the King of Prussia area.</p>										
<b>01310 0730 DELINQUENT 511 TAXES-Amusement</b>	0	(1,000)	(1,000)	(642)	64.2%	(1,000)	(1,000)	(1,000)	0	0.0%
<p>The late filing of tax collected on admissions to places of entertainm ent and/or spoting events. The tax rate is 10% of admission price. T his tax is shared 50/50 with the school district through the delinquen t account. The taxes are delinquent when received after 12/31 of that tax year. Collection of delinquent taxes through 511 lettrs, solicio r letters and audits.</p>										
<b>01310 0800 BUSINESS TAX</b>	(5,221,941)	(5,360,000)	(5,360,000)	(6,128,536)	114.3%	(6,000,000)	(6,100,000)	(6,100,000)	(740,000)	13.8%
<p>Gross receipts tax on revenues generate by service enterprises. The t ax rate is 1.5 MILLS or \$1.50 per \$1,000 of gross revenue. Taxes are paid based on an estimate of current years actual gross revenues. Var iances between reported and actual gross receipts are adjusted in subs equent years.</p>										
<b>01310 0830 DELINQUENT 511 TAXES-Business</b>	(400,693)	(300,000)	(300,000)	(451,244)	150.4%	(310,000)	(370,000)	(370,000)	(70,000)	23.3%



**GENERAL FUND REVENUE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>The late filing of gross receipts tax on revenues generated by service enterprises that have been filed after the due date. Taxes are delinquent when received after 12/31 of that tax year. Collection of delinquent taxes through 511 tax letters, solicitor letters and audit.</p>										
<b>01310 0900 ITINERANT TAX</b>	(61,010)	(80,000)	(80,000)	(30,230)	37.8%	(40,000)	(40,000)	(40,000)	40,000	-50.0%
<p>The Itinerant Tax is a tax assessed on the transient merchants who come into the Township. The Itinerant merchant license is good for a period of 60 days. The merchant must renew his license after 60 days. The tax is assessed for the most part on vendors who participate in a promoter's show.</p>										
<b>01310 0930 DELINQUENT 511 TAXES-Itinerant</b>	0	(250)	(250)	0	0.0%	(250)	(250)	(250)	0	0.0%
<p>A late filing of the itinerant tax assessed to merchants who come into the Township. Taxes are delinquent when received after 12/31 of that tax year. Collection of delinquent taxes by letters and audits.</p>										
<b>01321 0800 CABLE TV INCOME</b>	(574,601)	(575,000)	(575,000)	(599,674)	104.3%	(590,000)	(625,000)	(625,000)	(50,000)	8.7%
<p>The amount collected is 5% of all cable subscriptions in the Township based on the cable franchise agreements. Agreements now include Comcast and Verizon.</p>										
<b>01322 0820 ROAD ENCROACHMENTS</b>	(21,046)	(12,000)	(12,000)	(13,560)	113.0%	(12,000)	(15,000)	(15,000)	(3,000)	25.0%



# GENERAL FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Fees paid by contractors, utilities and developers who wish to dig up Township roadways. Most Fess are coming from Peco & Aqua.										
<b>01331 0110 FINES-AUTO</b>	(63,145)	(70,000)	(70,000)	(59,039)	84.3%	(70,000)	(70,000)	(70,000)	0	0.0%
Parking tickets and District Court Traffic fines issued by police. Includes share of State Police Fines and Penalty payments. (Distributed in June & December from Comm of PA.)										
<b>01331 0120 FINES-ALARM VIOLATIONS</b>	(55,600)	(50,000)	(50,000)	(48,900)	97.8%	(50,000)	(50,000)	(50,000)	0	0.0%
Alarm violations fines for false alarms, including fire alarms. Code Section 63-6 of Chapter 63.										
<b>01331 0300 FINES-OTHER</b>	(105,884)	(115,000)	(115,000)	(105,087)	91.4%	(110,000)	(110,000)	(110,000)	5,000	-4.3%
Revenue received from fines issued by DJ and Montg Cnty Clerk of Courts for violations of ordinances, zoning and building codes.										
<b>01341 0100 INTEREST INCOME</b>	(46,309)	(50,000)	(50,000)	(50,781)	101.6%	(40,000)	(40,000)	(40,000)	10,000	-20.0%



**GENERAL FUND REVENUE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Interest earned on the investment of idle Township funds and reserve funds.										
<b>01342 0200 NORVIEW FARM-PROPERTY RENTAL</b>	(40,967)	(42,974)	(42,974)	(43,724)	101.7%	(44,438)	(44,438)	(44,438)	(1,464)	3.4%
Rental Income includes residential farm house and 2 commercial leases.										
The 2013 rental rates are stated below: \$929.00/month for farm house = \$11,148.00 \$1,253.20/month for Greenhouse = \$15,038.40 \$1,521.00/month for Ice Cream Store = \$18,252.00										
<b>01342 0210 CONFERENCE ROOM RENTALS</b>	(975)	(1,500)	(1,500)	(250)	16.7%	(1,000)	(1,000)	(1,000)	500	-33.3%
Rental of Township Conference rooms from outside companies or organizations.										
<b>01354 0100 STATE GRANTS-GENL GOVT</b>	0	0	0	(3,000)	0.0%	0	0	0	0	0.0%
Payments received from the state in response to specific grant applications or a disbursement of discretionary funding at the legislative level. (DCED Concerts Under the Stars Grant)										
<b>01354 0200 STATE GRANTS-POLICE</b>	(8,617)	0	0	(9,419)	0.0%	0	0	0	0	0.0%



**GENERAL FUND REVENUE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>01354 0300 STATE GRANTS-TRANSIT</b>  Grant funds from the PA Lottery Fund and from the PA General Fund for the State's Free Transit Program for Senior Citizens. The amount is an estimate based on ridership.	(18,634)	(15,000)	(15,000)	(15,895)	106.0%	(15,000)	(17,000)	(17,000)	(2,000)	13.3%
<b>01355 0100 PUBLIC UTILITIES REALTY TAX</b>  The Township receives funds from the State for exempt utility property located within township boundaries.	(25,514)	(25,500)	(25,500)	(24,995)	98.0%	(25,000)	(25,000)	(25,000)	500	-2.0%
<b>01355 0410 LIQUOR LIC &amp; BEV TAX</b>  The Township receives a portion of the annual retail liquor and malt beverage license fees collected by the Pa Liquor Control Board. The Township has approximately 45 licenses within its borders.	(13,450)	(13,450)	(13,450)	(15,880)	118.1%	(14,680)	(15,500)	(15,500)	(2,050)	15.2%
<b>01355 0500 MUN. PENSION SYSTEM STATE AID</b>	(938,545)	(763,423)	(763,423)	(822,505)	107.7%	(822,505)	(822,505)	(822,505)	(59,082)	7.7%



# GENERAL FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>The Township receives revenue from the State to defray the cost of the township pension plans. The State bases the aid per the provisions of Act 205 of 1984.</p>										
01355 0700 FOREIGN FIRE INS TAX	(539,488)	(405,000)	(405,000)	(304,279)	75.1%	(304,278)	(304,278)	(304,278)	100,722	-24.9%
<p>Allocation from the State that supports the Upper Merion Firemen's Relief Association. This is a pass-thru acct. with the expense reflected in acct. 01-411-2421. Budget for current year reflects actual rec'd for prior year</p>										
01355 0800 GAMING REVENUE	0	(600,000)	(600,000)	(943,522)	157.3%	(1,180,000)	(1,225,000)	(1,225,000)	(625,000)	104.2%
<p>Revenue distribution from the PA Gaming Commission for gaming revenue from the Valley Forge Casino. Revenue is calculated by the gaming commission based on 4% on the (slots), or gross terminal revenue (GTR) &amp; 2 % of gross table revenue. The township receives 50% of this calculation. The other 50% is distributed to the Commonwealth Financing Authority (CFA). This revenue is distributed quarterly.</p>										
01361 0100 SERVICE REVENUE	(27,726)	(30,000)	(30,000)	(33,880)	112.9%	(30,000)	(30,000)	(30,000)	0	0.0%
<p>Payment for miscellaneous services provided by the Township E.G., accident reports, maps, code books, fingerprinting service, police records check.</p>										
01361 0110 SERVICE REVENUE - CODES	(1,769)	(2,000)	(2,000)	(1,945)	97.3%	(2,000)	(2,000)	(2,000)	0	0.0%



# GENERAL FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Other Income including Code Compliance letters/fees, Permit Research fees, Notary fees, and other fees. Zoning Maps and Zoning Code Books.										
<b>01361 0120 SERVICE REVENUE - PWD</b>	(58)	(1,000)	(1,000)	(423)	42.3%	(1,000)	(1,000)	(1,000)	0	0.0%
GIS products & services Aerial Photos, custom maps and other info produced through GIS and/or CAD systems. Subdivision codebook, sink hole map and other misc. service revenue										
<b>01361 0340 PLAN REVIEWS</b>	(13,979)	(18,000)	(18,000)	(7,460)	41.4%	(12,000)	(12,000)	(12,000)	6,000	-33.3%
Application fees received with requests for Subdivision and Site & Development Plans.										
<b>01361 0341 ZONING HEARINGS</b>	(23,000)	(25,000)	(25,000)	(16,660)	66.6%	(20,000)	(20,000)	(20,000)	5,000	-20.0%
Application fees received with requests for changes in or variances from current zoning. Also includes appeals for zoning hearing board.										
<b>01362 0130 ALARM REGISTRATION PERMITS</b>	(6,045)	(5,500)	(5,500)	(9,460)	172.0%	(6,000)	(7,000)	(7,000)	(1,500)	27.3%



**GENERAL FUND REVENUE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Permits for alarm installations, residential & commercial. Based on an estimate of the number of new alarm systems installed annually. Fees are \$35.00 for residential and \$75.00 for commercial.										
<b>01362 0150 POLICE OFF DUTY REIMB.</b>	(442,677)	(225,000)	(225,000)	(351,018)	156.0%	(250,000)	(250,000)	(250,000)	(25,000)	11.1%
Reimbursement for off duty police work-generally traffic direction during peak traffic hours and or security for local manufacturing facilities. Also during the holidays- usually at or around the court and plaza shopping malls.										
<b>01362 0160 POLICE REIMB. - SIMON</b>	(116,844)	(119,300)	(119,300)	(119,297)	100.0%	(120,967)	(120,967)	(120,967)	(1,667)	1.4%
Agreement with Simon Property for annual police officer salary plus parking enforcement services. Increase is projected by urban consumer price index (CPI).										
For 2013 \$5,040.31 per month each. (Monthly total for both is \$10,080.62) TOTAL FOR THE YEAR TO BE BILLED IS \$120,967.44. Based on CPI 1.4% for commodity and services as of 8/31/12.										
For 2012 \$4,970.72 per month each. (Monthly total for both is \$9,941.44) TOTAL FOR THE YEAR TO BE BILLED IS \$119,297.28. Based on CPI 2.1% for commodity and services as of 8/31/11.										
For 2011 \$4,868.48 per month each. (Monthly total for both is \$9,736.96) TOTAL FOR THE YEAR TO BE BILLED IS \$116,843.52. Based on CPI 1.3% for commodity and services as of 8/31/10.										
<b>01362 0400 PERMIT &amp; INSPECTION FEES</b>	(2,037,571)	(1,683,000)	(1,683,000)	(1,702,030)	101.1%	(1,633,000)	(1,750,000)	(1,750,000)	(67,000)	4.0%



**GENERAL FUND REVENUE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Building plan review and inspection fees for all permits: building permits, fire alarm and sprinklers, signs, use &amp; occupancy, plumbing, mechanical and miscellaneous permits.</p>										
<b>01362 0401 CONTRACTOR REGISTRATION FEES</b>	(58,321)	(55,000)	(55,000)	(66,279)	120.5%	(60,000)	(60,000)	(60,000)	(5,000)	9.1%
<p>Annual registration fees for contractors and plumbers.</p>										
<b>01362 0440 STORMWATER PERMITS</b>	(7,410)	(10,000)	(10,000)	(9,981)	99.8%	(10,000)	(10,000)	(10,000)	0	0.0%
<p>Permits associated with development of a property which covers grading and erosion control. Inspections are made through the Public Works Department.</p>										
<b>01362 0460 CONSTRUCTION INSPECTION FEES</b>	0	(2,500)	(2,500)	0	0.0%	0	0	0	2,500	-100.0%
<p>On-Site inspection fees. Fees to cover the costs of inspections that are not covered by building permit fees. These are primarily infrastructure related. They include storm water, paving, sidewalks, street &amp; highway openings. The inspections are completed by the public works department.</p>										
<p>G/L Account discontinued. The inspection fees are now included with the Permit Application Fee as of 2011. The account numbers used are 01-362-0440 Stormwater Permits and 01-322-0820 Road Encroachments.</p>										
<b>01362 4100 DEFERRED PERMITS</b>	(674,821)	(315,000)	(315,000)	(315,000)	100.0%	0	0	0	315,000	-100.0%





# GENERAL FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>01367 0420 DAY CAMP REVENUE</b>  Fees and charges for participation in recreational day camp programs.	(256,870)	(300,000)	(300,000)	(265,357)	88.5%	(275,000)	(275,000)	(275,000)	25,000	-8.3%
<b>01367 0430 INSTR. CLASSES REVENUE</b>  Fees and charges for participation in recreation instructional classes , programs and leagues.	(417,582)	(524,700)	(524,700)	(398,830)	76.0%	(475,000)	(475,000)	(475,000)	49,700	-9.5%
<b>01367 0440 EXCURSIONS REVENUE</b>  Fees & charges for participation in recreation excursion events.	(30,382)	(35,000)	(35,000)	(22,824)	65.2%	(35,000)	(35,000)	(35,000)	0	0.0%
<b>01367 0450 SPECIAL EVENTS REVENUE</b>  Charges and Donations for Park/Rec Special Events. This would include the following: Community Fair, Big Red Run, Arbor Day, Earth Day and H oliday Hoopla and other small miscellaneous.	(6,993)	(7,000)	(7,000)	(4,995)	71.4%	(7,000)	(7,000)	(7,000)	0	0.0%
<b>01367 0470 DISCOUNT PARK TICKETS</b>	(473)	(15,000)	(15,000)	(29,803)	198.7%	(25,000)	(25,000)	(25,000)	(10,000)	66.7%



# GENERAL FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Revenue generated from the sale of discounted theme park, local attractions and ski lift tickets.										
<b>01367 0480 PAVILION/GAZEBO RENTAL</b>	(4,285)	(3,500)	(3,500)	(4,820)	137.7%	(5,000)	(5,000)	(5,000)	(1,500)	42.9%
Rental fees for reservation of park facilities.										
<b>01367 0490 REC CENTER - PROP RENTAL</b>	0	0	0	(21,964)	0.0%	0	0	0	0	0.0%
Lease agreement income from tenants at 431 W. Valley Forge RD property . Pole Jam =\$450/mo & A-1 Herbal = \$1,050/mo										
<b>01367 0500 FARMERS MARKET</b>	(22,106)	(16,000)	(16,000)	(19,336)	120.8%	(16,000)	(16,000)	(16,000)	0	0.0%
Fees & charges for participation in the Farmers Market. Includes sponsorship, donations, market fees and sale of miscellaneous merchandise. Revenue is recognized via supplemental adjustments.										
<b>01377 0100 BUS SHELTER</b>	(145,800)	(144,780)	(144,780)	(151,730)	104.8%	(57,912)	(57,912)	(57,912)	86,868	-60.0%



# GENERAL FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Advertising income from bus shelters located in the Township. Contract is with Clear Channel Outdoor Inc. New contract is still under negotiation (at the time 2013 budget is being built 11/15) 2013 revenue is based on preliminary negotiations: 2013: \$76/bus shelter x 63.5 shelters = \$57,912										
Prior 5-year agreement with Clear Channel, dated 12/19/07, listed below: 2012: \$190 x 12 mos. = \$2,280.00 x 63.5 shelters = \$ 144,780 2011: \$180 x 12 mos. = \$2,160.00 x 67.5 shelters = \$145,800 2010: \$180 x 12 mos. = \$2,160.00 x 67.5 shelters = \$145,800 2009: \$170 x 12 mos. = \$2,040.00 x 67.5 shelters = \$137,700 2008: \$170 x 12 mos. = \$2,040.00 x 67.5 shelters = \$137,700										
<b>01377 0200 SALE OF BUS TICKETS</b>	(4,543)	(4,000)	(4,000)	(5,001)	125.0%	(4,200)	(4,600)	(4,600)	(600)	15.0%
Ticket revenue from riders of the Residential Rambler. Fares are as follows: \$2 for one ride or \$10 for a ten trip ticket Free for Senior Citizens with a PennDot pass \$0.50 for students 7-17 Free for children under 7 when accompanied by an adult										
<b>01378 0900 WATER AND FEED-NORVIEW</b>	(122,122)	(135,000)	(135,000)	(108,183)	80.1%	(125,000)	(125,000)	(125,000)	10,000	-7.4%
Sales of bottled water(.35/gal)and animal feed at the farm.										
<b>01380 0100 MISCELLANEOUS INCOME</b>	(25,440)	(6,000)	(6,000)	(13,901)	231.7%	(8,000)	(8,000)	(8,000)	(2,000)	33.3%



# GENERAL FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Miscellaneous payments including; escrow payments, bad check charges, vendor permits, special events, junk yard licenses, abandon vehicle charges, contract bid document, AD-HOC.										
<b>01380 0620 CONTRIBUTIONS/DONATIONS</b>	(4,245)	0	0	0	0.0%	0	0	0	0	0.0%
<b>01388 0100 POL EMP PENSION FUND CONTRIB</b>	(220,842)	(232,196)	(232,196)	(231,057)	99.5%	(230,000)	(230,000)	(230,000)	2,196	-0.9%
Contributions from the police officers to the police pension fund liability.										
<b>01395 0100 REIMB FROM FIRE RELIEF ASSOC</b>	(14,060)	(15,000)	(15,000)	(13,270)	88.5%	(15,000)	(15,000)	(15,000)	0	0.0%
The Upper Merion Firefighters Relief Assoc. reimburses the Township for workers comp. premiums paid for volunteer firefighters. Reimbursement is based on audited premium.										
<b>01395 0200 REIMB FOR SCHOOL CROSSING AIDS</b>	(32,224)	(33,700)	(33,700)	(35,489)	105.3%	(37,086)	(37,086)	(37,086)	(3,386)	10.0%





# GENERAL FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
01395 0008 REIMB FROM SRA	(166,843)	(175,000)	(175,000)	(167,714)	95.8%	(170,000)	(170,000)	(170,000)	5,000	-2.9%
Reimbursement from the sewer revenue fund for personnel & benefit expenses advanced by the general fund.										
01395 0098 REIMB FROM TRANSP AUTHORITY	(16,318)	(17,050)	(17,050)	(15,447)	90.6%	(17,000)	(17,000)	(17,000)	50	-0.3%
Reimbursement from the Transportation Authority for expenses advanced by the General Fund.										
01399 0000 BUDGETARY RESERVE	0	(1,101,124)	(1,101,124)	0	0.0%	0	(1,366,639)	(1,366,639)	(265,515)	24.1%
Amount from General Fund Reserve to balance the budget: 2013: Mgr recm nd presented to BOS on 11/8 was \$1,255,687. After the review with the BOS, with adjustments made by them the reserve transfer budget was increased to \$1,366,639 2012 Reserve transfer = 1,101,124 2011 Reserve t ransfer = 1,432,502 2010 Reserve transfer = 1,884,492 2009 Reserve tra nsfer = 1,977,271										
<b>TOTAL NON-REVENUE</b>	<b>183,161</b>	<b>1,393,174</b>	<b>1,393,174</b>	<b>223,161</b>	<b>16.0%</b>	<b>(291,000)</b>	<b>(1,657,639)</b>	<b>(1,657,639)</b>	<b>(264,465)</b>	<b>19.0%</b>
<b>Grand Total:</b>	<b>24,118,048</b>	<b>24,494,185</b>	<b>24,494,185</b>	<b>25,140,948</b>	<b>102.6%</b>	<b>(23,657,252)</b>	<b>(25,829,111)</b>	<b>(25,829,111)</b>	<b>(1,334,926)</b>	<b>5.4%</b>



**ADMINISTRATION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
01400	1110	<b>COMP OF SUPERVISORS</b>	21,875	21,880	21,880	21,875	100.0%	21,880	21,880	21,880	0	0.0%
<p>Compensation of Twp. Supervisors for meeting attendance, per the PA Se cond Class Twp. Code. Compensation is calculated at an annual salary of \$4,375 per/Supervisor (5) as enacted per Twp. ordinance #95-642</p>												
01401	1210	<b>COMP OF TWP MANAGER</b>	138,406	139,980	139,980	235,481	168.2%	192,500	192,500	192,500	52,520	37.5%
<p>Annual salary, including longevity, for the Twp Mgr per contractual agreement with the Board of Supervisors.</p>												
01402	1300	<b>SAL/WAGES PROFESSIONAL</b>	480,910	502,124	502,124	562,120	111.9%	541,064	541,064	541,064	38,940	7.8%
<p>75% of salary for Finance Dir, Asst Twp Mgr, Acctg Mgr, Asst to Twp Mgr, &amp; Exec Secy. 100% of salary for PIO &amp; H/R Dir.</p>												
01402	1400	<b>SAL/WAGES CLERICAL</b>	202,009	213,739	213,739	213,528	99.9%	224,199	224,199	224,199	10,460	4.9%
<p>75% of salaries for H/R Secy, 1 A/P Clerk, P/R Clerk, &amp; Cashier. 50% of salary for A/R Clerk.</p>												
01402	1410	<b>SALARIES/WAGES-TV SERVICES</b>	150,989	191,235	191,235	171,459	89.7%	198,356	198,356	198,356	7,121	3.7%



**ADMINISTRATION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Wages for F/T & P/T TV Services staff.												
01402	1560	<b>HEALTH &amp; ACCIDENT INS.</b>	293,300	355,408	355,408	319,211	89.8%	405,243	405,243	405,243	49,835	14.0%
Medical, Life and Disability Insurances.												
01402	1570	<b>WORKERS' COMP.</b>	3,720	3,355	3,355	3,313	98.7%	3,886	3,886	3,886	531	15.8%
Workers compensation insurance annual premium.												
01402	1600	<b>EMPLOYEE PENSION FUND</b>	120,436	125,583	125,583	136,054	108.3%	90,174	90,174	90,174	(35,409)	-28.2%
Pension contribution is based on 6% of all fulltime employee salary/wa ges, overtime, & other personnel svc accounts. General fund pays % as detailed in salary items, with SRA funding the balance. Also includes contractual obligations of Twp Mgr.												
01402	1610	<b>EMP. SHARE FICA</b>	97,090	107,992	107,992	104,210	96.5%	108,755	108,755	108,755	763	0.7%



**ADMINISTRATION 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>FICA is based on 7.65% of all salary/wages/overtime/pers svc for all F /T &amp; P/T staff. General fund pays % as detailed in salary items, with SRA funding the balance.</p>										
01402 1810 OTHER SAL & WAGES P/T	51,524	71,516	71,516	44,199	61.8%	50,795	50,795	50,795	(20,721)	-29.0%
<p>Wages for regular P/T staff.</p>										
01402 1855 TUITION REIMBURSEMENT	0	0	0	0	0.0%	0	0	0	0	0.0%
<p>Tuition reimbursement program for undergraduate and graduate degree programs, based on the Twp personnel policy. Rates for 2013: Undergraduate program - \$495/credit hr. Graduate program - \$667/credit hr.</p>										
01402 1900 OTHER PERSONNEL SERVICES	72,794	43,100	43,100	15,144	35.1%	45,040	40,000	40,000	(3,100)	-7.2%
<p>Wellness incentive and miscellaneous personnel expenses. Also includes def comp contribution for mgmt group per memo of understanding.</p>										
01403 1140 COMP OF TAX COLLECTOR	27,000	27,750	27,750	27,750	100.0%	28,500	28,500	28,500	750	2.7%



**ADMINISTRATION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Annual salary for the Elected Real Estate Tax Collector. Salary set by the BOS per resolution 2009-5 dated 2/5/2009.												
01403	1300	<b>SALARIES- 511 TAXES</b>	191,461	200,346	200,346	200,135	99.9%	209,384	209,384	209,384	9,038	4.5%
Salaries for F/T Act 511 Business Tax Staff.												
<b>TOTAL PERSONNEL SERVICES</b>			<b>1,851,515</b>	<b>2,004,008</b>	<b>2,004,008</b>	<b>2,054,477</b>	<b>102.5%</b>	<b>2,119,776</b>	<b>2,114,736</b>	<b>2,114,736</b>	<b>110,728</b>	<b>5.5%</b>
<b>OPERATING SUPPLIES</b>												
01402	2100	<b>OFFICE SUPPLIES</b>	6,936	11,000	11,000	8,082	73.5%	9,000	9,000	9,000	(2,000)	-18.2%
Various office supplies to include: forms, pens, filing supplies, folders and copy/printer paper. Also accounts for printing envelopes previously accounted for in 01402-3400												
01402	2200	<b>OPERATING SUPPLIES</b>	4,126	3,800	6,015	4,121	68.5%	6,200	6,200	6,200	185	3.1%
Off-site record storage expense and retrieval expense for off-site records.												
01402	2300	<b>FUEL/OIL - VEHICLES</b>	231	200	200	111	55.5%	200	200	200	0	0.0%



**ADMINISTRATION 2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Fuel and oil for vehicles # 212 & 213.											
01402	2411 ZONING HEARING BOARD	3,983	4,000	4,000	3,750	93.8%	5,000	5,000	5,000	1,000	25.0%
Compensation for attendance at ZHB meetings per resolution # 98-26. Members are paid \$50/mtg--up to 20 mtgs. each. Consists of 5 members and max. of \$1,000 ea.											
01402	2412 SUPERVISOR'S CONTRIBUTIONS	0	0	0	0	0.0%	0	0	0	0	0.0%
Contributions to non-profit organizations. To be determined by BOS.											
01402	2600 SM TOOLS & MINOR EQUIP	878	1,500	1,500	430	28.6%	1,000	1,000	1,000	(500)	-33.3%
Repairs/enhancements to small equipment and software											
01402	2700 TV SERVICES EXPENSE	9,233	12,000	12,000	8,846	73.7%	10,000	9,000	9,000	(3,000)	-25.0%



**ADMINISTRATION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Supplies for TV Svcs to include DVD's/video tapes & supplies film/proc essing, small equipment, and maintenance on equip. Also includes twp b uilding share of building maintenance expenses.												
01402	2900	MISCELLANEOUS	394	0	0	0	0.0%	0	0	0	0	0.0%
Expense for credit card acceptance.												
Discontinued for 2013												
01402	2910	PETTY CASH	186	500	500	240	48.1%	500	500	500	0	0.0%
Petty cash expenses for the Administration Department.												
01403	2250	SUPPLIES/ACT 511 TAXES	29,556	32,000	32,000	29,985	93.7%	30,000	30,000	30,000	(2,000)	-6.3%
Supplies/expenses for Act 511 Tax collection to include tax forms, env elopes/postage, imaging, and pdf for website. Also includes charges fo r code book updates. Expense for special investigative work for Act 51 1 business tax (special audits, field work).												
<b>TOTAL OPERATING SUPPLIES</b>			<b>55,523</b>	<b>65,000</b>	<b>67,215</b>	<b>55,566</b>	<b>82.7%</b>	<b>61,900</b>	<b>60,900</b>	<b>60,900</b>	<b>(6,315)</b>	<b>-9.4%</b>
<b>PROFESSIONAL SERVICE</b>												
01401	3530	PREM ON TREASURERS BOND	1,340	1,500	1,500	1,382	92.1%	1,500	1,500	1,500	0	0.0%



**ADMINISTRATION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Bond for the Twp Treasurer as required by the Pennsylvania Second Class Township Code.												
01402	3110	<b>AUDITOR</b>	20,500	20,500	18,500	18,500	100.0%	19,000	19,000	19,000	500	2.7%
Fee of appointed auditor, to perform various audits. Services include audits of the general fund, federal single audit, tax collector & district justices, and DCED report. Fee based on proposal.												
01402	3111	<b>SPECIAL AUDITS</b>	65,840	43,000	43,000	60,905	141.6%	43,000	43,000	43,000	0	0.0%
Act 511 Tax business audits (approx. 80). Average cost of audits over the past 3 years = \$41,100												
01402	3120	<b>MANAGE. CONSULT SERVICES</b>	16,150	37,450	37,450	27,804	74.2%	66,900	66,900	66,900	29,450	78.6%



**ADMINISTRATION 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Various consulting services to include:            Non-Uniform Pension consulting services: to prepare MMO's, roster/wage certification for state aid, actuarial reports, annual financial statements and other misc. as needed or required - \$6,900.            The annual fee for the police plan is \$8,500 and is funded from the police plan assets. (Reporting required by Act 205 of 1984-Municipal Pension Plan Funding &amp; Recovery Act).            2013: T&amp;M Engineers for grant writing administration \$15,000; Prop/Liab/WC Ins. RFP \$25,000; Comparative Salary analysis \$20,000</p> <p>2012: ICMA Performance Measurement-\$5,550, Energetics solar/bio generation project \$10,000 and T&amp;M Engineers for grant writing administration \$15,000</p>										
<b>01402 3140 LEGAL</b>	218,111	220,000	220,000	600,163	272.8%	305,280	350,000	350,000	130,000	59.1%
<p>Legal fees for Township Solicitor, ZHB, labor, Act 511 and any other legal expense that may involve special counsel.</p> <p>2013 budget calculation for dept request is based on 2012 hourly rates.            2013 mgr recmd column was presented to BOS at \$305,280. After presentation to the BOS on 11/8, the amount was increased by a consensus of the BOS to \$350,000</p> <p>2012 actual includes settlement costs of the Hankin/Realen matter of a pprox. \$261K</p>										
<b>01402 3160 OTHER LEGAL SERVICES</b>	18,300	20,000	20,000	23,387	116.9%	22,500	22,500	22,500	2,500	12.5%



**ADMINISTRATION 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Court reporting for ZHB, expenses for legal advertisements and expense s for ordinance filing.            For 2013, also includes expenses for legal adv ertisements (\$1,337 booked against 01402-3400 in 2012). For 2013 also includes expenses for the annual E-Code fee for General Code and any code book updates (\$1,195 booked against 01402-3400 in 2012).</p>										
<b>01402 3190 OTHER PROFESSIONAL SERVICES</b>	16,848	23,110	22,895	11,008	48.1%	3,110	3,110	3,110	(19,785)	-86.4%
<p>For 2013 includes expenses for the administration department's share o f the Connect CTY service \$2,400 and includes expenses for drug/alcohol testing \$710.            Expense for UMGA-TV consulting now included in 01402-3 420</p> <p>2012 Budget:            UMGA Consulting \$20,000            Drug/Alcohol test ing 710            Share of Connect CTY 2,400</p>										
<b>01402 3210 TELEPHONE EXPENSE</b>	6,347	8,541	8,541	6,623	77.5%	8,227	8,227	8,227	(314)	-3.7%
Share of all telephone expense.										
<b>01402 3250 SIGNS/MAILINGS/POSTAGE</b>	9,973	10,000	10,000	4,890	48.9%	7,000	6,500	6,500	(3,500)	-35.0%
<p>Postage for Administration department (including fedex).            This account does not include postage for Act 511 (01402-2250) or postage for publi c information mailings (01402-3420)</p>										
<b>01402 3310 PER DIEM EXPENSES</b>	492	1,500	1,500	1,142	76.2%	1,500	1,500	1,500	0	0.0%



# ADMINISTRATION 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Includes expense acct. for the Twp. Mgr., expenses for meetings/meal reimbursements etc. Also includes any meeting expenses incurred in conjunction with BOS meetings etc.										
<b>01402 3360 AUTO ALLOWANCE</b>	8,416	8,417	8,417	11,656	138.5%	6,480	6,480	6,480	(1,937)	-23.0%
Monthly auto stipend per Twp Mgr contract=\$540.00										
<b>01402 3400 ADVERTISE/PRINT/BIND</b>	3,933	6,500	6,500	5,399	83.1%	0	0	0	(6,500)	-100.0%
For 2013, this account has been discontinued. See accounts 01402-3420 \$2,200; 01402-3160 \$3,000 and 01402-2100 \$1,000. Printing of envelopes, letterhead, business cards, invoices, checks, employment advertising, and codification/codebook updates.										
<b>01402 3420 PUBLIC INFO EXPENSES</b>	2,349	15,000	15,000	6,917	46.1%	22,820	22,820	22,820	7,820	52.1%
Printing of Annual Report, Community Connections, Newsbox, and other miscellaneous publications and postage. Also includes monthly electronic newsletter expense. For 2012, Township Lines, the quarterly newsletter, was printed at no cost by Franklin Maps. The 2013 budget reflects the same procedure.										
Also included are On-Air consulting (talent) services. These were budgeted under 01402-3190 in 2012 at an amount of \$20,000. Expense for this service is budgeted at \$10,000 for 2013.										
<b>01402 3520 LIABILITY INSURANCES</b>	10,038	10,749	10,749	10,720	99.7%	11,297	11,297	11,297	548	5.1%



**ADMINISTRATION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Annual premium for liability & prop/equip insurance.												
01402	3600	<b>UTLITIES</b>	6,975	7,051	7,051	6,449	91.5%	6,415	6,415	6,415	(636)	-9.0%
Share of electric/water/heating/sewer. This amount is a % allocation of the total budget for line-item 01-436-3600.												
01402	3730	<b>BUILDING MAINTENANCE</b>	28,490	31,453	31,453	27,957	88.9%	34,773	33,498	33,498	2,045	6.5%
Share of building maintenance expense. Based on a % allocation from a ccounts in the 01-436 division budget.												
01402	3740	<b>EQUIPMENT MAINTENANCE</b>	2,501	2,654	2,654	2,637	99.3%	2,882	2,882	2,882	228	8.6%
Share of equipt maint contracts for HVAC												
01402	3745	<b>INFO TECH MAINTENANCE</b>	89,283	102,971	102,971	94,438	91.7%	117,918	108,727	108,727	5,756	5.6%



**ADMINISTRATION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Departmental share of the Information Technology Dept Budget												
01402	3750	<b>VEHICLE MAINTENANCE</b>	1,729	1,679	2,179	1,943	89.2%	1,561	1,490	1,490	(689)	-31.6%
Share of vehicle maintenance expense and direct costs of vehicle parts & supplies to units #212 and TV services #213 van.												
01402	3840	<b>EQUIPMENT RENTAL</b>	8,861	9,200	9,200	7,411	80.6%	9,200	9,200	9,200	0	0.0%
Share of annual lease and maintenance for photocopiers & postage mach ines. Also includes use charge for copiers.												
01403	3531	<b>PREM ON TAX COLL BOND</b>	993	1,500	1,500	1,986	132.4%	1,500	1,500	1,500	0	0.0%
Township's share of the Tax Collector's bond, as required by the Local Tax Collection Law.												
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>537,469</b>	<b>582,775</b>	<b>581,060</b>	<b>933,316</b>	<b>160.6%</b>	<b>692,863</b>	<b>726,546</b>	<b>726,546</b>	<b>145,486</b>	<b>25.0%</b>
<b>MISCELLANEOUS</b>												
01402	4200	<b>DUES/SUBSCRIPTIONS</b>	9,160	10,720	10,220	9,100	89.0%	10,690	10,690	10,690	470	4.6%



**ADMINISTRATION 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Dues to various professional associations to include: ICMA & APMM for the mgr & asst mgr, GFOA(natl. & state), SEPMMMA, Inst. of Mgmt Accts., MCATO, PSATS, Montg. Cnty. Consortium, PA Act 511 Tax Collectors Assn, Natl League of Cities, PROP (Public Recycling of PA), SHRM(natl & local chapters) PELRAS & other miscellaneous. Subscriptions to various publications to include: Kiplinger, Municipal Litigation Reporter, Philadelphia Inquirer, Times Herald, Philadelphia Bus Journal, Governing, US News & World Report, COSTCO & other miscellaneous.										
<b>01402 4620 EDUCATION/TRAINING</b>	5,859	7,000	4,300	3,225	75.0%	4,300	4,300	4,300	0	0.0%
Workshops, reference materials & training aids. Includes the following DCED/ICMA/PSATS one day training seminars, CAFR application, GFOA monthly workshops, human resource reference materials, and spring and fall MCATO meetings. Also includes any expenses for meals/mileage related to the seminar/training.										
<b>01402 4630 CONFERENCE EXPENSES</b>	8,598	11,000	13,700	15,508	113.2%	20,790	20,790	20,790	7,090	51.8%
Conferences for BOS, mgmt. and key administration dept. personnel. They include: ICMA for mgr & asst mgr, APMM, PSATS, PA Act 511 Tax Collector Conf, GFOA(state/natl), MUNIS, & PELRAS.										
<b>01402 7400 EQUIPMENT PURCHASED</b>	0	750	750	378	50.4%	750	750	750	0	0.0%
Miscellaneous small equipment for the administration dept.										
<b>01402 9000 MISCELLANEOUS EXPENSE</b>	14,800	16,900	16,900	16,623	98.4%	20,700	20,700	20,700	3,800	22.5%



# ADMINISTRATION 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Miscellaneous expenses for various meetings, to include appreciation for employees, boards & commissions and fire/rescue services and goals/ objectives workshops. Also includes township memorials as per policy # 2004-54										
<b>01402 9600 EQPT DEPRECIATION CHARGE</b>	0	0	0	0	0.0%	38,730	19,365	19,365	19,365	0.0%
Annual depreciation charge for equipment included in the equipment replacement fund.										
<b>01403 4340 TAX COLLECTORS EXPENSE</b>	5,502	6,200	6,200	5,353	86.3%	6,300	6,300	6,300	100	1.6%
Township's share of real estate tax collector's expenses for printing, postage, envelopes, supplies, etc.										
<b>TOTAL MISCELLANEOUS</b>	<b>43,919</b>	<b>52,570</b>	<b>52,070</b>	<b>50,188</b>	<b>96.4%</b>	<b>102,260</b>	<b>82,895</b>	<b>82,895</b>	<b>30,825</b>	<b>59.2%</b>
<b>Grand Total:</b>	<b>2,488,425</b>	<b>2,704,353</b>	<b>2,704,353</b>	<b>3,093,547</b>	<b>114.4%</b>	<b>2,976,799</b>	<b>2,985,077</b>	<b>2,985,077</b>	<b>280,724</b>	<b>10.4%</b>



# INFORMATION TECHNOLOGY 2013

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
01407	1300	<b>SAL/WAGES-PROFESSIONAL</b>	279,813	293,238	293,238	293,237	100.0%	307,000	307,000	307,000	13,762	4.7%
Salary for IT Department professional staff.												
01407	1400	<b>SAL/WAGES CLERICAL &amp; OTHER</b>	0	0	0	0	0.0%	0	0	0	0	0.0%
This account represents wages for clerical, regular part-time, and in ternships.												
01407	1560	<b>HEALTH &amp; ACCIDENT INS.</b>	64,318	77,807	77,807	69,883	89.8%	82,830	82,830	82,830	5,023	6.5%
Medical, Life and Disability Insurance.												
01407	1570	<b>WORKERS' COMP.</b>	392	353	353	348	98.7%	409	409	409	56	15.9%
Workers compensation insurance annual premium.												
01407	1600	<b>EMPLOYEES PENSION FUND</b>	17,447	17,614	17,614	17,844	101.3%	18,440	18,440	18,440	826	4.7%



**INFORMATION TECHNOLOGY 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Pension contribution is based on 6% of all fulltime employee salary/wa ges, overtime &amp; other personnel svc accounts.</p>												
01407	1610	EMP. SHARE FICA	21,957	22,693	22,693	22,369	98.6%	23,842	23,842	23,842	1,149	5.1%
<p>FICA is based on 7.65% of all salary/wages/overtime/pers sv for all F/ T &amp; P/T staff.</p>												
01407	1855	TUITION REIMBURSEMENT	0	8,712	8,712	0	0.0%	1,485	1,485	1,485	(7,227)	-83.0%
<p>Tuition Reimbursement 18 credits at \$484</p>												
01407	1900	OTHER PERSONNEL SERVICES	11,334	3,400	3,400	4,168	122.6%	4,800	4,800	4,800	1,400	41.2%
<p>Wellness incentive and miscellaneous personnel expenses. Also include s def comp contribution for dept. dir. per memo of understanding.</p>												
<b>TOTAL PERSONNEL SERVICES</b>			<b>395,259</b>	<b>423,817</b>	<b>423,817</b>	<b>407,849</b>	<b>96.2%</b>	<b>438,806</b>	<b>438,806</b>	<b>438,806</b>	<b>14,989</b>	<b>3.5%</b>
<b>OPERATING SUPPLIES</b>												
01407	2100	OFFICE SUPPLIES	86	350	350	90	25.7%	350	250	250	(100)	-28.6%



# INFORMATION TECHNOLOGY 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Routine supplies required for administrative activities to include stationery & other desk type supplies.										
<b>01407 2200 OPERATING SUPPLIES</b>	6,539	8,000	8,000	7,496	93.7%	8,000	7,000	7,000	(1,000)	-12.5%
Expenses for various consumable type products for network equipment (wires, cables, surge protectors, batteries and toners)										
<b>01407 2600 SM TOOLS &amp; MINOR EQPT</b>	0	500	500	0	0.0%	300	300	300	(200)	-40.0%
Expenses for various types of tools we may need										
<b>01407 2900 MISCELLANEOUS</b>	0	200	200	0	0.0%	200	150	150	(50)	-25.0%
Various petty cash type expenses.										
<b>TOTAL OPERATING SUPPLIES</b>	<b>6,625</b>	<b>9,050</b>	<b>9,050</b>	<b>7,585</b>	<b>83.8%</b>	<b>8,850</b>	<b>7,700</b>	<b>7,700</b>	<b>(1,350)</b>	<b>-14.9%</b>
<b>PROFESSIONAL SERVICE</b>										
<b>01407 3190 OTHER PROFESSIONAL SERVICES</b>	47	2,000	2,000	0	0.0%	2,000	500	500	(1,500)	-75.0%



# INFORMATION TECHNOLOGY 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Professional consulting services for review of hardware/ software issues. Also includes drug/alcohol testing.										
<b>01407 3210 TELE EQUIP &amp; CHARGES</b>	5,028	7,390	7,390	4,528	61.3%	6,377	6,377	6,377	(1,013)	-13.7%
Share of all telephone expense.										
<b>01407 3211 ACCESS MAINTENANCE</b>	4,365	12,150	12,150	4,300	35.4%	9,250	9,250	9,250	(2,900)	-23.9%
CivicPlus maintenance fees - \$4,600 Portion of IT's ISP provider Park and Rec maintenance \$3,900										
<b>01407 3250 SIGNS/MAILINGS/POSTAGE</b>	0	400	400	0	0.0%	400	200	200	(200)	-50.0%
Postage for special mailings(fedex) for IT department.										
<b>01407 3520 LIABILITY INSURANCE</b>	1,236	1,325	1,325	1,310	98.9%	1,391	1,391	1,391	66	5.0%



# INFORMATION TECHNOLOGY 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Annual premium for liability & prop/equip insurance.										
<b>01407 3600 UTILITIES</b>	537	452	452	496	109.8%	411	411	411	(41)	-9.1%
Share of electric/water/heating/sewer. This amount is a % allocation of the total budget for line item 01-436-3600.										
<b>01407 3730 BUILDING MAINTENANCE</b>	1,884	1,811	1,811	1,848	102.1%	2,009	1,934	1,934	123	6.8%
Share of building maintenance expense. Based on a % allocation from a ccounts in the 01-436 division budget. This expense includes janitoria l services, supplies & wages.										
<b>01407 3740 EQUIPMENT MAINTENANCE</b>	165	170	170	173	102.0%	185	185	185	15	8.8%
Share of equip. maint contracts for HVAC										
<b>01407 3741 HARDWARE MAINTENANCE</b>	22,463	25,660	25,660	24,423	95.2%	26,340	26,340	26,340	680	2.7%



# INFORMATION TECHNOLOGY 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Expenses for maintenance of Computer Hardware, includes annual mainten ance contracts for servers and printers.</p> <p>HP servers - \$12,000 Various printers - \$5,640 UPS unit - \$2,100 Iron Mountain - \$6,600</p>										
<b>01407 3742 SOFTWARE MAINTENANCE</b>	61,001	73,145	73,145	66,201	90.5%	86,000	80,000	80,000	6,855	9.4%
<p>Expenses for maintenance of Computer software &amp; includes the annual co ntracts covering Software updates.</p> <p>Financial package - \$40,000 UM511 t ax package - \$5,000 Virus software and web filtering - \$8,000 Document management software - \$10,000 Various other software packages (time m anagement, monitorit, acronis etc.)</p>										
<b>01407 3743 NETWORK MAINTENANCE</b>	23,171	35,750	35,750	30,614	85.6%	34,500	34,500	34,500	(1,250)	-3.5%
<p>Network maintenance and retainer - \$13,250 Cisco network maintenance c ontract - \$7,250 Shoretel Phone System software maintenance contract - \$7,500 Self insure for the Shoretel phone system hardware - \$2,500 Sp am filter and Fatpipe - \$4,000 (maintenance contracts)</p>										
<b>01407 3840 EQUIPMENT RENTAL</b>	646	800	800	693	86.6%	800	800	800	0	0.0%



**INFORMATION TECHNOLOGY 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Share of annual lease/maintenance on copiers.										
<b>TOTAL PROFESSIONAL SERVICE</b>	<b>120,541</b>	<b>161,053</b>	<b>161,053</b>	<b>134,586</b>	<b>83.6%</b>	<b>169,663</b>	<b>161,888</b>	<b>161,888</b>	<b>835</b>	<b>0.5%</b>
<b>MISCELLANEOUS</b>										
01407 4200 DUES/SUBSCRIPTIONS	0	500	500	0	0.0%	200	200	200	(300)	-60.0%
Fees for professional associations, publications & services.										
01407 4620 TRAINING & EDUCATION	0	2,000	2,000	0	0.0%	8,500	6,000	6,000	4,000	200.0%
VMware course (virtual servers) - \$3,500 we have expanded our virtual server farm to include the following servers finance, police, document management, SQL and in-car video. Windows server 2008/2012 - \$5,000 ( \$2,500 a piece)										
01407 9600 EQPT DEPRECIATION CHARGE	0	0	0	0	0.0%	75,380	37,690	37,690	37,690	0.0%
Annual depreciation charge for equipment included in the equipment replacement fund.										
<b>TOTAL MISCELLANEOUS</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>	<b>0.0%</b>	<b>84,080</b>	<b>43,890</b>	<b>43,890</b>	<b>41,390</b>	<b>1,655.6%</b>
<b>Grand Total:</b>	<b>522,425</b>	<b>596,420</b>	<b>596,420</b>	<b>550,021</b>	<b>92.2%</b>	<b>701,399</b>	<b>652,284</b>	<b>652,284</b>	<b>55,864</b>	<b>9.4%</b>

## 2013 Allocation of Information Technology Department Budgeted Operating Expenses-ADOPTED

ACCOUNT NUMBER	DEPARTMENT	2013 Direct charges	2013 Personnel Categories	% ALLOCATED	2013 Supplies, Prof Svc & Misc	% ALLOCATED	Total Allocation
01.402.3745	ADMINISTRATION		\$68,786	15.7%	\$39,941	18.7%	\$108,727
01.410.3745	POLICE		\$137,572	31.4%	\$79,882	37.4%	\$217,454
01.410.3746	POLICE	\$38,150					
01.413.3745	SAFETY & CODES		\$26,091	5.9%	\$15,150	7.1%	\$41,241
01.408.3745	P.W.-PLANNING		\$14,232	3.2%	\$8,264	3.9%	\$22,495
01.430.3745	P.W.-TRANSPORT.		\$26,091	5.9%	\$15,150	7.1%	\$41,241
01.432.3745	VEHICLE MAINT.		\$7,116	1.6%	\$4,132	1.9%	\$11,248
01.434.3745	PARK & SHADE		\$7,116	1.6%	\$4,132	1.9%	\$11,248
Allocation of 1 included in Transp.	BUILDING MAINT		\$0	0.0%	\$0	0.0%	\$0
04.456.3745	LIBRARY		\$118,596	27.0%	\$27,546	12.9%	\$146,142
04.456.3746	LIBRARY	\$50,694					
08.421.3745	TROUT RUN		\$4,744	1.1%	\$2,755	1.3%	\$7,498
08.422.3745	MATSUNK		\$4,744	1.1%	\$2,755	1.3%	\$7,498
08.423.3745	COLLECTIONS		\$4,744	1.1%	\$2,755	1.3%	\$7,498
08.423.3746	COLLECTIONS	\$7,000					
01.450.3745	PARK & RECREATION		\$11,860	2.7%	\$6,886	3.2%	\$18,746
08.425.3745	SRA		\$7,116	1.6%	\$4,132	1.9%	\$11,248
<b>SUB-TOTAL</b>		<b>\$95,844</b>	<b>\$438,806</b>	<b>100.0%</b>	<b>\$213,478</b>	<b>100.0%</b>	<b>\$652,284</b>

Allocation is based on number of PC devices and/or network connections assigned to each department.  
Assignment and allocation to departments is as follows:

**Total IT     \$748,128**

<b>Allocation for Total Personnel Services</b>	
Administration	29
Police	58
Safety & Codes	11
Public Works:	
Planning	6
Transportation	11
Vehicle Maintenance	3
Park & Shade	3
Building Maintenance	0
Trout Run	2
Matsunk	2
Collections	2
SRA	3
Park & Recreation	5
Library	<u>50</u>
<b>Total</b>	<b>185</b>

<b>Allocation for Total Operating Supplies, Proffl. Svcs. &amp; Misc.</b>	
Administration	29
Police	58
Safety & Codes	11
Public Works:	0
Planning	6
Transportation	11
Vehicle Maintenance	3
Park & Shade	3
Building Maintenance	0
Trout Run	2
Matsunk	2
Collections	2
SRA	3
Park & Recreation	5
Library	<u>20</u>
<b>Total</b>	<b>155</b>

For additional information regarding department expenses, please see Information Technology Budget.



**PWD-PLANNING DIVISION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
01408	1220	<b>SAL/WAGES-DIRECTOR</b>	13,189	11,628	11,628	11,956	102.8%	12,475	12,475	12,475	847	7.3%
Funding share of Public Works Director salary.												
01408	1300	<b>SAL/WAGES-PROFESSIONAL</b>	185,772	161,313	161,313	159,276	98.7%	168,419	168,419	168,419	7,106	4.4%
Funding Township Planner & Associate Planner. Following positions are not budgeted for as in prior years: Engineering Coordinator and 50% of the Public Works Inspector's salary.												
01408	1400	<b>SAL/WAGES CLERICAL</b>	20,205	20,470	20,470	20,632	100.8%	21,792	21,792	21,792	1,322	6.5%
Funding share of Public Works Secretarial staff's salary.												
01408	1560	<b>HEALTH &amp; ACCIDENT INS.</b>	64,668	41,170	41,170	36,977	89.8%	43,635	43,635	43,635	2,465	6.0%
Funding Life & Disability Annual Premium Insurance and Health Annual P remium Insurance for full-time employees.												
01408	1570	<b>WORKERS' COMP.</b>	784	706	706	699	98.9%	818	818	818	112	15.9%



**PWD-PLANNING DIVISION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding Worker's Compensation Annual Premium Insurance.												
01408	1600	<b>EMPLOYEES PENSION FUND</b>	13,720	11,777	11,777	11,666	99.1%	12,343	12,343	12,343	566	4.8%
Funding Employee's Pension Contribution based on 6% of all full-time employees salary/wage, overtime and other personnel service.												
01408	1610	<b>EMP. SHARE FICA</b>	17,305	15,016	15,016	14,641	97.5%	15,738	15,738	15,738	722	4.8%
Funding FICA based on 7.65% of all salary/wage, overtime and other personnel service for full-time and part-time employees.												
01408	1830	<b>OVERTIME</b>	440	550	550	502	91.3%	500	500	500	(50)	-9.1%
Funding overtime of salary/wage for clerical employees.												
01408	1855	<b>TUITION REIMBURSEMENT</b>	1,779	1,000	1,000	263	26.3%	1,000	1,000	1,000	0	0.0%



**PWD-PLANNING DIVISION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding Tuition Reimbursement of employees.												
01408	1900	OTHER PERSONNEL SERVICES	7,900	2,323	2,323	2,056	88.5%	2,454	2,454	2,454	131	5.6%
Wellness incentive and miscellaneous personnel expenses. Also include s share of def comp contribution for dept. dir. per memo of understand ing.												
<b>TOTAL PERSONNEL SERVICES</b>			<b>325,762</b>	<b>265,953</b>	<b>265,953</b>	<b>258,667</b>	<b>97.3%</b>	<b>279,174</b>	<b>279,174</b>	<b>279,174</b>	<b>13,221</b>	<b>5.0%</b>
<b>OPERATING SUPPLIES</b>												
01408	2100	OFFICE SUPPLIES	1,592	1,700	1,700	1,533	90.2%	1,700	1,700	1,700	0	0.0%
Funding office supplies required for administrative activities (i.e. s tationary & other desk type supplies).												
01408	2200	OPERATING SUPPLIES	1,491	2,100	2,100	1,193	56.8%	2,100	1,750	1,750	(350)	-16.7%
Funding supplies for Planning and Engineering operations (i.e. film, p rint papers, plotter supplies & drafting supplies, office and field su pplies, equipment, recording fees, outside copies). This account also provides for reimbursement of EAC expenses as needed.												
01408	2600	SM TOOLS & MINOR EQPT	0	100	100	0	0.0%	100	100	100	0	0.0%





**PWD-PLANNING DIVISION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
01408	3210	<b>TELE EQUIP &amp; CHARGES</b>	1,944	2,016	2,016	1,745	86.6%	1,876	1,876	1,876	(140)	-6.9%
Funding share of telephone expenses.												
01408	3250	<b>SIGNS/MAILINGS/POSTAGE</b>	874	1,100	1,100	416	37.8%	1,000	800	800	(300)	-27.3%
Funding share of postage for division administration, special mailings (i.e. notices, plans, specs., bits, etc.) and signs for property posting.												
01408	3310	<b>TRAVEL/FOOD EXPENSE</b>	0	100	100	16	16.0%	100	100	100	0	0.0%
Funding reimbursement to personnel for travel and food expenses incurred during outside Township meetings. (i.e. seminars, conferences, etc. ).												
01408	3400	<b>ADV/PRINT/BINDING</b>	221	1,000	1,000	428	42.8%	500	500	500	(500)	-50.0%
Funding advertising of bids and meetings, printing of codes, maps and reports.												
01408	3520	<b>LIABILITY INSURANCE</b>	2,324	2,489	2,489	2,464	99.0%	2,616	2,616	2,616	127	5.1%



**PWD-PLANNING DIVISION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding Liability and Property/Equipment Annual Premium Insurance.												
01408	3600	<b>UTILITIES</b>	2,325	2,308	2,308	2,150	93.1%	2,100	2,100	2,100	(208)	-9.0%
Funding share of electric, water, heating and sewer. A portion of this amount is allocated to the total budget for line-item 01-436-3600.												
01408	3730	<b>BUILDING MAINTENANCE</b>	9,358	9,252	9,252	9,184	99.3%	10,266	9,881	9,881	629	6.8%
Funding share of building maintenance expense. Based on a portion allocated from accounts in the 01-436 division budget (i.e. janitorial services, supplies, wages).												
01408	3740	<b>EQUIPMENT MAINTENANCE</b>	883	869	869	867	99.8%	943	943	943	74	8.5%
Funding share of equipment maintenance contracts for HVAC.												
01408	3745	<b>INFO TECH MAINTENANCE</b>	18,244	21,305	21,305	19,307	90.6%	24,396	22,495	22,495	1,190	5.6%



**PWD-PLANNING DIVISION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding share of the Information Technology department budget.												
01408	3840	EQUIPMENT RENTAL	3,075	3,500	3,500	3,528	100.8%	3,500	3,500	3,500	0	0.0%
Funding annual lease/maintenance of photocopiers.												
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>103,369</b>	<b>111,939</b>	<b>111,939</b>	<b>122,242</b>	<b>109.2%</b>	<b>115,297</b>	<b>112,811</b>	<b>112,811</b>	<b>872</b>	<b>0.8%</b>
<b>MISCELLANEOUS</b>												
01408	4200	DUES/SUBSCRIPTIONS	1,346	1,350	1,350	1,350	100.0%	1,400	1,400	1,400	50	3.7%
Funding professional association, publication and service fees.												
01408	4620	SEMINAR REGISTRATIONS	80	350	350	71	20.3%	200	200	200	(150)	-42.9%
Funding registration and training.												
01408	7400	EQUIPMENT PURCHASED	0	200	200	0	0.0%	150	150	150	(50)	-25.0%



**PWD-PLANNING DIVISION 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding equipment purchased.										
01408 9600 EQPT DEPRECIATION CHARGE	0	0	0	0	0.0%	30,190	15,095	15,095	15,095	0.0%
Funding the annual depreciation charge for equipment included in the e quipment replacement fund.										
<b>TOTAL MISCELLANEOUS</b>	<b>1,426</b>	<b>1,900</b>	<b>1,900</b>	<b>1,421</b>	<b>74.8%</b>	<b>31,940</b>	<b>16,845</b>	<b>16,845</b>	<b>14,945</b>	<b>786.6%</b>
<b>Grand Total:</b>	<b>433,639</b>	<b>383,742</b>	<b>383,742</b>	<b>385,056</b>	<b>100.3%</b>	<b>430,361</b>	<b>412,430</b>	<b>412,430</b>	<b>28,688</b>	<b>7.5%</b>



**POLICE 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
01410	1220	<b>COMPENSATION-CHIEF</b>	134,826	137,644	137,644	173,989	126.4%	143,514	143,514	143,514	5,870	4.3%
<p>2013 Base Wage \$138,514            Longevity: \$4,250 (@ \$850/5 yrs service ; max. 25 yrs)            Education: \$750 (Masters Degree)</p> <p>Total Salary: \$ 143,514</p>												
01410	1300	<b>SAL/WAGES PROFESSIONAL</b>	5,050,889	5,544,490	5,544,490	5,471,201	98.7%	5,792,957	5,792,957	5,792,957	248,467	4.5%
<p>Salary increased by 4.5% Contractual Agreement. Currently: 64 Officers ( Chief + 63 officers) Longevity @ \$850/5 yrs services; max 25 yrs/\$4,250            Education Degree: \$250/Asso; \$ 500/Bach; \$750/Masters</p> <p>Festive Pay: \$16,645 (Easter - Thanksgiving - Christmas)</p> <p>One officer's salary funded by Simon Group contribution .            One officer's salary funded by Auto Theft Task Force.</p>												
01410	1400	<b>SALARIES/WAGES CLERICAL &amp; OTHE</b>	970,286	1,008,413	980,513	909,313	92.7%	933,674	933,674	933,674	(46,839)	-4.8%
<p>Salary increase 4.5% for 17 * full-time civilian personnel            Longevity : @ \$850/5 yrs service; max. 25 yrs/\$4250            * Amount total does not in clude ACO, Telcom Supervisor, Telcom &amp; SO position.            ** Does include RM S Administrator Position</p>												



**POLICE 2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
01410	1560 HEALTH & ACCIDENT	1,429,843	1,708,786	1,708,786	1,534,764	89.8%	1,734,814	1,734,814	1,734,814	26,028	1.5%
<p>Medical, Life and Disability Insurance.</p>											
01410	1570 WORKERS' COMP	227,012	204,734	204,734	202,093	98.7%	237,148	237,148	237,148	32,414	15.8%
<p>Workers compensation insurance annual premium.</p>											
01410	1600 EMPLOYEE PENSION FUND	67,286	75,788	75,788	60,289	79.5%	65,591	65,591	65,591	(10,197)	-13.5%
<p>Township's contribution of 6% toward full-time civilian pension plan. (Employee contributes mandatory 3%.) Also includes PD's share of costs for vehicle maintenance &amp; building maintenance personnel.</p>											
01410	1601 Pension Contrib-Employee share	220,318	232,196	232,196	231,057	99.5%	232,196	232,196	232,196	0	0.0%
<p>Represents the employee's share of the Financial Requirement and Minimum Municipal Obligation (MMO) for the police pension fund.</p>											
01410	1602 Pension Contrib-State share	525,450	368,772	368,772	400,524	108.6%	400,524	400,524	400,524	31,752	8.6%



**POLICE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Represents the State's share of Minimum Municipal Obligation (MMO) for the police pension fund (as calculated by Anderson Consulting). State aid is recognized in revenue in Acct #01-355-0500 Aid for UM Twp and is calculated on cost value (not unit value).</p> <p><b>01410 1603 Pension Contrib-Twp Share</b></p> <p>Township share of Police Pension MMO contribution.</p>	0	38,643	38,643	44,083	114.1%	0	0	0	(38,643)	-100.0%
<p><b>01410 1610 EMP. SHARE FICA</b></p> <p>FICA (6.2%) &amp; Medicare (1.45%) for Salary/Shift Diff/ Holiday/OT/Festive/Bonuses for F/T &amp; P/T civilians &amp; mandatory for officers hired after 10/22/97.</p> <p>Last years calculations were incorrect. The request should have been \$364,452. If the correct figure was used last year, this year's percentage increase would only be 5.6%.</p>	338,109	317,416	317,416	348,181	109.7%	385,032	385,032	385,032	67,616	21.3%
<p><b>01410 1630 RETIREMENT HEALTH FUND</b></p> <p>Per contract: 2.5 %Twp. matching funds for VEBA (officers retirement health benefit) VEBA: Voluntary Employees' Beneficiary Association</p>	121,564	133,465	133,465	130,071	97.5%	139,470	139,470	139,470	6,005	4.5%
<p><b>01410 1640 RESERVE RETIREE LIFE INS.</b></p>	0	0	0	0	0.0%	0	0	0	0	0.0%



**POLICE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Per Contract: Accrued Life Insurance Benefit for officers eligible by "normal" retirement (25 yrs. service &amp; age 50). Benefit is \$5,000 per retiree. ( \$10,000 for funeral expenses if killed in service.)</p> <p>As of 10-17-12 balance in PLGIT account is \$141,617. As of 01-01-2013, 29 officers are eligible to retire or are retired (\$138,000 needed)</p>										
<b>01410 1810 PART TIME SALARIES</b>	52,075	64,765	64,765	54,035	83.4%	67,894	67,894	67,894	3,129	4.8%
<p>Salary for 7 crossing guards &amp; 3 substitutes . Partial reimbursement (approx. 50%) by UM School District.</p>										
<b>01410 1830 OVERTIME</b>	126,479	96,147	96,147	126,379	131.4%	99,993	99,993	99,993	3,846	4.0%
<p>Per contract: Overtime costs for officers; also includes costs for civilians/telecom personnel. Increase by COLA (4.50% from 2012)</p>										
<b>01410 1831 REIMB. OVERTIME</b>	477,018	63,741	63,741	569,892	894.1%	66,609	66,609	66,609	2,868	4.5%
<p>Funds reimbursed for services provided by off-duty officers such as traffic direction and site security.</p>										
<b>01410 1840 SHIFT DIFFERENTIAL</b>	165,416	205,000	205,000	173,767	84.8%	210,000	195,000	195,000	(10,000)	-4.9%



**POLICE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Per contract, increase of 10 cents in 2013 (to \$2.85/hr) for hours actually worked (not scheduled) from 3 PM to 7 AM for officers and civilian telecommunicators.</p> <p>Formula of 76,190 hours X \$2.85 = \$217,141 Bud get amount lowered based on past 4 year history.</p> <p><b>01410 1855 TUITION REIMB</b></p>	36,757	45,984	45,984	32,958	71.7%	62,694	62,694	62,694	16,710	36.3%
<p>Per contract, officer is reimbursed up to 18 credits. Based on average cost per credit at West Chester, Temple and Penn State. (2012-2013 academic year average for undergraduate is \$495; for graduate is \$666)</p> <p>3 officers anticipate taking a total of 54 Undergrad credits 54 x \$495 = \$26,730            3 officers anticipate taking a total of 54 Grad credits 54 x \$666= \$35,964</p> <p>Total projected is \$62,694</p>										
<p><b>01410 1860 VACATION PAY-BACK</b></p> <p>There are times when employees give up their vacation time in order to complete various programs or functions for the benefit of the Twp. ( Final approval by Twp. Mgr.)</p>	0	0	0	0	0.0%	0	0	0	0	0.0%
<p><b>01410 1880 ACTING RANKS</b></p>	57	500	500	447	89.5%	500	400	400	(100)	-20.0%



**POLICE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Per contract, officers who fill in as Acting Cpls. for a minimum of 8 hours when Cpl/Sgt is absent due to vacation, sick, training etc.</p> <p>To receive A/SAgt pay they must serve in that role for 30 days. Higher pay starts on the 31st day.</p> <p><b>01410 1890 HOLIDAY PAY</b></p>	196,046	226,785	226,785	206,141	90.9%	235,995	235,995	235,995	9,210	4.1%
<p>Per contract: Payment for 10 days a year in lieu of having holiday of f; paid at employee's base rate. (Police \$220,814 + Telecoms \$15,181 = \$235,995)</p> <p><b>01410 1895 OFF DUTY SERVICES</b></p>	5,256	10,000	10,000	5,157	51.6%	6,000	6,000	6,000	(4,000)	-40.0%
<p>Funds reimbursed for services provided by Auxiliary Officers such as t raffic direction and/or pedestrian crossing. 100% of this account is r ecovered through billing.</p> <p><b>01410 1900 OTHER PERSONNEL SERVICES</b></p>	248,708	51,805	51,805	50,581	97.6%	54,136	54,136	54,136	2,331	4.5%
<p>Per contract and Township policy, payment of wellness incentive for po lice and civilians. Also includes def comp contribution for command gr oup per memo of understanding.</p> <p><b>01410 1910 CLOTHING ALLOWANCE</b></p>	27,375	34,250	34,250	32,688	95.4%	43,500	43,500	43,500	9,250	27.0%



**POLICE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Per contract, new amt in 2013 = \$2,500 (increase of \$250). Lt &amp; Det Division (@\$2,500) &amp; 4 Command (@\$1,500) (15) Detectives at 2500 = 37,500 (4) Command at 1500 = 6,000. Total = 43,500</p> <p>We plan to add (1) Sergeant to SIU and all (4) SIU positions should get clothing allowance because they are in the Investigations Division - Contractual Issue.</p> <p>The SIU is a Special Investigations Unit that works in a plain clothes under-cover capacity. They are primarily tasked with investigating drug violations, prostitution, property crimes and quality of life issues.</p>										
<b>TOTAL PERSONNEL SERVICES</b>	<b>10,420,771</b>	<b>10,569,324</b>	<b>10,541,424</b>	<b>10,757,610</b>	<b>102.1%</b>	<b>10,912,241</b>	<b>10,897,141</b>	<b>10,897,141</b>	<b>355,717</b>	<b>3.4%</b>
<b>OPERATING SUPPLIES</b>										
01410 2100 OFFICE SUPPLIES	2,022	2,178	2,178	2,237	102.7%	2,613	2,400	2,400	222	10.2%
General office supplies used by all divisions.										
01410 2200 OPERATING SUPPLIES	29,400	31,127	31,127	27,603	88.7%	32,000	32,000	32,000	873	2.8%
Supplies and equipment for daily operation of police dept.										
01410 2300 FUEL/OIL VEHICLES	158,522	120,971	120,971	159,128	131.5%	160,000	160,000	160,000	39,029	32.3%



**POLICE 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Gasoline and oil used by police fleet. Amount increased for 2013, based on final 2012 projections. * (This is WITHOUT allowing for an increase in per gallon prices.)</p>												
01410	2380	<b>UNIFORMS</b>	41,515	40,000	67,900	64,039	94.3%	46,522	46,522	46,522	(21,378)	-31.5%
<p>Issued uniforms for Police and civilians. Projected cost analysis completed. In addition to normal replacement cycle we have (2) new hires anticipated. *\$7150 will be reimbursed through vest grant. (paid in 2014)</p> <p>Total cost to equip an officer is \$5201.00. Only \$1514.00 comes from this account. The remaining \$3687.00 is covered in the Capital Budget.</p>												
01410	2412	<b>CONTRIBUTIONS</b>	0	500	500	0	0.0%	500	0	0	(500)	-100.0%
<p>Annual contribution to Montgomery County SPCA. We transport @ 30 dogs to SPCA each year. SPCA had previously charged for this service but do not now. Per BOS on 3-7-07, Twp donates an annual contribution.</p>												
01410	2910	<b>OTHER - PETTY CASH</b>	107	500	500	277	55.4%	500	500	500	0	0.0%
<p>Various incidental expenses (such as food for prisoners.)</p>												
01410	2950	<b>COMMUNITY RELATIONS</b>	2,263	5,000	5,000	3,452	69.0%	5,000	4,500	4,500	(500)	-10.0%



**POLICE 2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Expenses to support Community Relations projects such as; Cops N' Kids , Citizen Police Academy, Safety and Crime Prevention presentations, S afe Kids, DARE, and CAB.											
Plans for new programs in 2013: Chaplain Pro gram, Cop Camp, Bike Helmet Incentives, etc.											
<b>TOTAL OPERATING SUPPLIES</b>		<b>233,829</b>	<b>200,276</b>	<b>228,176</b>	<b>256,736</b>	<b>112.5%</b>	<b>247,135</b>	<b>245,922</b>	<b>245,922</b>	<b>17,746</b>	<b>7.8%</b>
<b>PROFESSIONAL SERVICE</b>											
01410 3190	<b>OTHER PROFESSIONAL SERVICES</b>	29,705	68,306	68,306	66,370	97.2%	49,206	49,206	49,206	(19,100)	-28.0%
Hiring/Promotional procedures : \$8,000 Employee random drug/alcohol te sting: \$5,050 PD Share of Connect CTY Service: \$6,000 K-9 Officers (2 ) FLSA benefit total: \$5,856 K-9 FLSA Benefit: 10.35 hrs/pay @o/t of Fed.Min.Wage K-9 Vet. Contract ( U. of Penn.)- \$1,400 each canine = \$2 ,800 PD Data Search \$ 1,500 Police negotiations \$16,000 Camera mainten ance: \$4,000											
01410 3210	<b>TELE EQPT. &amp; CHARGES</b>	27,043	26,369	26,369	22,213	84.2%	25,763	25,763	25,763	(606)	-2.3%
35% PD Share of all phone expense, dept cell phone expense & also incl udes employee reimbursements.											
01410 3250	<b>SIGNS/MAILINGS/POSTAGE</b>	2,893	3,840	3,840	2,761	71.9%	3,840	3,600	3,600	(240)	-6.3%



**POLICE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Postage expense for PD: \$2,040; PD Share of lease for meter: \$300; Fed Ex shipping costs: \$1,500										
<b>01410 3270 RADIO MAINTENANCE</b>	61,400	73,541	73,541	63,095	85.8%	76,541	76,541	76,541	3,000	4.1%
Twp. wide mobile and portable Radio Maintenance Contingency Fund: \$15,000 New portables & mobiles in 2004, now out of warranty (5-7 yr. life expect) As of 10-11 we have 78 portables & 47 mobiles Annual maintenance for all township & police radio Systems: \$18,468 (This annual cost is good thru 12-31-2013) Covers radio infrastructure, CEB, NICE recorder, Server. County has been paying for modems thru 2011. UMPD may have to cover that cost in 2013. Contingency Fund for Modems in Patrol Cars 17 cars @ \$45 per month/car X 12 months) \$7,500 800 MHz radio system new in 2000. 2013 County Fee for Self-Dispatch is \$35,573										
<b>01410 3310 TRAVEL/FOOD EXPENSES</b>	5,453	5,410	5,410	5,306	98.1%	5,410	5,410	5,410	0	0.0%
Costs for travel, meals, and lodging for police personnel training seminars.										
<b>01410 3400 ADVERTISING/PRINTING/BINDING</b>	1,727	1,894	1,894	1,517	80.1%	1,894	1,894	1,894	0	0.0%



**POLICE 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Printing of dept reports & forms etc. Legal advertisement costs for meeting notices and employment ads.												
01410	3520	<b>LIABILITY INSURANCE</b>	154,100	165,418	165,418	163,894	99.1%	173,854	173,854	173,854	8,436	5.1%
Annual premium for liability & prop/equip insurance.												
01410	3600	<b>UTIL.- TWP BLDG/PISTOL RANGE</b>	102,553	106,344	106,344	94,915	89.3%	97,060	97,060	97,060	(9,284)	-8.7%
35% PD Share of electric/water/heating/sewer of total Also includes utility cost for the police garage and pistol range.												
01410	3700	<b>MAINTENANCE &amp; RENTAL CONTRACTS</b>	29,122	28,974	28,974	23,267	80.3%	29,763	29,763	29,763	789	2.7%
35% PD Share of equipt maint contracts for HVAC. Also includes copier maint and maint for other police equipment. Amount for this account is supplied by Admin. Dept.												
\$13,000 for Misc. projects includes building camera upgrades on an as needed basis. Camera System replacement listed Cap.Budg. #18-410-07909												
01410	3730	<b>BLDG MAINTENANCE</b>	95,267	96,619	96,619	93,469	96.7%	105,975	102,547	102,547	5,928	6.1%





**POLICE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
01410 4200 DUES/SUBSCRIPTIONS	1,426	1,437	1,437	1,425	99.2%	1,670	1,670	1,670	233	16.2%
<p>Membership fees and police publication subscriptions. Increase in dues /subscription costs in 2013 NTOA dues added to this account.</p>										
01410 4620 TRAINING	18,633	18,740	18,740	18,709	99.8%	19,220	19,220	19,220	480	2.6%
<p>Registration fees and mandatory certifications. \$10.00 per day increase in K-9 Training (2 Handlers at 2 days per month)</p>										
01410 9600 EQPT DEPRECIATION CHARGE	0	0	0	0	0.0%	327,050	163,525	163,525	163,525	0.0%
<p>Annual depreciation charge for equipment included in the equipment replacement fund.</p>										
<b>TOTAL MISCELLANEOUS</b>	<b>20,059</b>	<b>20,177</b>	<b>20,177</b>	<b>20,134</b>	<b>99.8%</b>	<b>347,940</b>	<b>184,415</b>	<b>184,415</b>	<b>164,238</b>	<b>814.0%</b>
<b>Grand Total:</b>	<b>11,629,904</b>	<b>11,815,852</b>	<b>11,815,852</b>	<b>11,997,382</b>	<b>101.5%</b>	<b>12,565,306</b>	<b>12,353,691</b>	<b>12,353,691</b>	<b>537,839</b>	<b>4.6%</b>



# FIRE & RESCUE SERVICES 2013

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
01411	1600	<b>PENSION FUND</b>	0	40,000	40,000	40,000	100.0%	40,000	40,000	40,000	0	0.0%
<p>Length of Service Awards Program (LOSA) established for Volunteer Firefighter Pension Fund. This account is funded by a transfer from the Fire Apparatus Fund 01392-0003</p>												
<b>TOTAL PERSONNEL SERVICES</b>			<b>0</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>100.0%</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>0</b>	<b>0.0%</b>
<b>OPERATING SUPPLIES</b>												
01411	2300	<b>FUEL - FIRE &amp; EMS</b>	44,438	40,000	40,000	56,589	141.5%	42,000	42,000	42,000	2,000	5.0%
<p>Fuel for fire and rescue services including the three volunteer fire companies and Lafayette Ambulance.</p>												
01411	2420	<b>FIRE COMPANY AID</b>	411,546	420,478	420,478	408,229	97.1%	439,400	439,400	439,400	18,922	4.5%
<p>Appropriation made by the Township to the King of Prussia, Swedesburg and Swedeland Volunteer Fire Companies and the Lafayette Ambulance Squad.</p> <p>\$50K RESERVED FOR W/C INSURANCE FOR LAFAYETTE--BALANCE OF \$389,400 TO BE DISTRIBUTED TO THE 3 VOLUNTEER FIRE COMPANIES--DISTRIBUTION DETERMINED BY A VOTE OF THE FIRE/RESCUE SERVICES BOARD.</p>												
01411	2421	<b>FIREMAN'S RELIEF FUND</b>	539,488	405,000	405,000	304,279	75.1%	304,278	304,278	304,278	(100,722)	-24.9%



# FIRE & RESCUE SERVICES 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>These funds are received from the state and turned over to the Upper Merion Fireman's Relief Association. These funds can be appropriated by the Relief to the Fire Companies for safety items and training. This expense has a corresponding revenue acct # 01-355-0700</p>										
01411 2424 OTHER FIRE EXPENSES	576	5,000	5,000	3,493	69.9%	5,000	5,000	5,000	0	0.0%
<p>Used to fund our telephone directory charges; costs associated with updating our map and pre-plan books and sets up a fund to immediately replace damaged equipment.</p>										
<b>TOTAL OPERATING SUPPLIES</b>	<b>996,048</b>	<b>870,478</b>	<b>870,478</b>	<b>772,589</b>	<b>88.8%</b>	<b>790,678</b>	<b>790,678</b>	<b>790,678</b>	<b>(79,800)</b>	<b>-9.2%</b>
<b>PROFESSIONAL SERVICE</b>										
01411 3190 OTHER PROFESSIONAL SERVICES	0	60,000	60,000	3,320	5.5%	64,000	60,000	60,000	0	0.0%
<p>Accreditation Costs -- \$10,000            Physicals -- \$50,000 -- ongoing, each year (2013 Mgr Recmnd-\$46,000)            Firehouse Software -- \$ 4,000 -- future years, operating budget</p>										
<p>This account is funded by a transfer from the Fire Apparatus Fund 01392-0003</p>										
01411 3520 LIABILITY INSURANCE	51,526	55,175	55,175	54,618	99.0%	57,989	57,989	57,989	2,814	5.1%
<p>Annual premium for liability &amp; prop/equip insurance.</p>										
01411 3790 HYDRANT MAINTENANCE	128,683	130,000	130,000	129,853	99.9%	130,000	130,000	130,000	0	0.0%



# FIRE & RESCUE SERVICES 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Hydrants are leased from Pennsylvania American (48) and Aqua of PA Water Company (377). These monies fund a preventive maintenance program by each company. They inspect and maintain each hydrant annually.</p>										
<b>TOTAL PROFESSIONAL SERVICE</b>	<b>180,209</b>	<b>245,175</b>	<b>245,175</b>	<b>187,791</b>	<b>76.6%</b>	<b>251,989</b>	<b>247,989</b>	<b>247,989</b>	<b>2,814</b>	<b>1.1%</b>
<b>Grand Total:</b>	<b>1,176,257</b>	<b>1,155,653</b>	<b>1,155,653</b>	<b>1,000,380</b>	<b>86.6%</b>	<b>1,082,667</b>	<b>1,078,667</b>	<b>1,078,667</b>	<b>(76,986)</b>	<b>-6.7%</b>



**SAFETY & CODES 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
01413	1300	<b>SAL/WAGES PROFESSIONAL</b>	90,502	94,434	94,434	94,434	100.0%	98,491	98,491	98,491	4,057	4.3%
Salary & Longevity for the Director												
01413	1400	<b>SALARIES/WAGES CLERICAL &amp; OTH</b>	654,624	593,285	593,285	590,423	99.5%	622,906	622,906	622,906	29,621	5.0%
Salary & Longevity for the Inspection & Permitting Staff. Also include s Code's allocated portion of the clerical staff that is shared with P ublic Works												
01413	1560	<b>HEALTH &amp; ACCIDENT INSURANCE</b>	192,068	210,375	210,375	188,950	89.8%	223,168	223,168	223,168	12,793	6.1%
Medical, Life and Disability Insurance.												
01413	1570	<b>WORKERS' COMP.</b>	8,772	7,911	7,911	7,811	98.7%	9,164	9,164	9,164	1,253	15.8%
Workers compensation insurance annual premium.												
01413	1600	<b>EMPLOYEES PENSION FUND</b>	47,072	42,716	42,716	41,614	97.4%	43,915	43,915	43,915	1,199	2.8%



# SAFETY & CODES 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Pension contribution is based on 6% of all fulltime employee salary/wages, overtime, &amp; other personnel svc accounts.</p>										
01413 1610 EMP. SHARE FICA	59,343	54,463	54,463	52,256	95.9%	55,992	55,992	55,992	1,529	2.8%
<p>FICA is based on 7.65% of all salary/wages/overtime/pers svc for all F/T &amp; P/T staff.</p>										
01413 1830 OVERTIME	0	1,000	1,000	1,875	187.5%	1,000	1,000	1,000	0	0.0%
<p>Overtime allotment for dept employees</p>										
01413 1855 TUITION REIMBURSEMENT	1,124	27,645	27,645	8,361	30.2%	23,500	15,000	15,000	(12,645)	-45.7%
<p>We require that the inspectors pay for their certification exams up front and then reimburse them when they pass the exam. A couple of my staff have expressed interest in returning to college -- these funds have been budgeted to cover those costs</p> <p>Daywalt - 18 undergraduate credits            Zadroga - 18 undergraduate credits            Henderson - 6 undergraduate credits            Logan - 3 graduate credits</p>										
01413 1900 OTHER PERSONNEL SERVICES	33,762	9,107	9,107	8,628	94.7%	18,968	9,277	9,277	170	1.9%



**SAFETY & CODES 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Wellness incentive and miscellaneous personnel expenses. Also include s def comp contribution for dept dir. per memo of understanding. For 2 013: Wellness incentive 6,777 Deferred comp 2,500 Vacation buyback 9,691										
<b>TOTAL PERSONNEL SERVICES</b>	<b>1,087,267</b>	<b>1,040,936</b>	<b>1,040,936</b>	<b>994,350</b>	<b>95.5%</b>	<b>1,097,104</b>	<b>1,078,913</b>	<b>1,078,913</b>	<b>37,977</b>	<b>3.6%</b>
<b>OPERATING SUPPLIES</b>										
01413 2100 OFFICE SUPPLIES  This includes, pens, paper, business cards, etc.	1,867	2,700	2,700	2,148	79.6%	2,700	2,700	2,700	0	0.0%
01413 2200 OPERATING SUPPLIES  Forms, registration cards, permits, etc. Uniforms for Waters, Daywalt & Henderson. Records storage. Also includes work boot allowance for 5 inspectors.	2,315	3,500	3,500	2,984	85.2%	3,500	3,500	3,500	0	0.0%
01413 2300 FUEL/OIL VEHICLES  Based upon current projection for 8 vehicles.	8,887	9,500	9,500	8,046	84.7%	9,000	9,000	9,000	(500)	-5.3%



# SAFETY & CODES 2013

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
01413	2390	<b>PURCHASE CODES</b>	1,735	3,500	3,500	3,479	99.4%	2,000	2,000	2,000	(1,500)	-42.9%
<p>This account spikes every 3 years due to updated versions of ICC - NF PA - ANSI standards being published.</p>												
01413	2600	<b>SM TOOLS &amp; MINOR EQPT</b>	0	400	400	301	75.1%	400	400	400	0	0.0%
<p>Various small tools and equipment used to post properties for hearings , cease/desist, etc.</p>												
01413	2900	<b>MISCELLANEOUS</b>	0	500	500	6	1.2%	500	500	500	0	0.0%
<p>Costs for civil proceedings needed for codes enforcement</p>												
<b>TOTAL OPERATING SUPPLIES</b>			<b>14,804</b>	<b>20,100</b>	<b>20,100</b>	<b>16,963</b>	<b>84.4%</b>	<b>18,100</b>	<b>18,100</b>	<b>18,100</b>	<b>(2,000)</b>	<b>-10.0%</b>
<b>PROFESSIONAL SERVICE</b>												
01413	3190	<b>OTHER PROFESSIONAL SERVICES</b>	9,415	50,000	50,000	12,873	25.7%	40,000	25,000	25,000	(25,000)	-50.0%



# SAFETY & CODES 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Includes the following: Geo Plan License Property cleanup GIS Consulting Share of Connect CTY-\$6,000										
In addition, we will be hiring the third-party electrical inspectors instead of the contractors. These costs will be covered by permit fees.										
<b>01413 3210 TELEPHONE EXPENSE</b>	7,711	12,302	12,302	7,447	60.5%	16,850	16,850	16,850	4,548	37.0%
Share of telephone expense, department cell phone expense and (2) air cards for computers. In addition, 2 modems for mobile data computers for Daywalt's and Henderson's vehicles. For 2013: Includes wireless broadband connectivity for field inspectors (8) at \$50/month										
<b>01413 3250 SIGNS/MAILINGS/POSTAGE</b>	3,266	4,500	4,500	3,387	75.3%	4,500	4,000	4,000	(500)	-11.1%
Postage expense for department and share of postage machine lease.										
<b>01413 3310 TRAVEL/FOOD EXPENSE</b>	215	2,000	2,000	699	34.9%	2,000	1,500	1,500	(500)	-25.0%
Travel & Meal expenses for training & education programs.										
<b>01413 3400 ADVERTISING/PRINTING/BINDINGS</b>	118	1,000	1,000	278	27.8%	1,000	600	600	(400)	-40.0%



**SAFETY & CODES 2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Legal advertisements and forms printing											
01413	3520 LIABILITY INSURANCE	3,016	3,230	3,230	3,197	99.0%	3,395	3,395	3,395	165	5.1%
Annual premium for liability & prop/equip insurance.											
01413	3600 UTILITIES	5,544	5,541	5,541	5,126	92.5%	5,041	5,041	5,041	(500)	-9.0%
Share of electric/water/heating/sewer. This amount is a % allocation of the total budget for line-item 01-436-3600.											
01413	3730 BUILDING MAINTENANCE	22,423	22,214	22,214	22,007	99.1%	24,647	23,723	23,723	1,509	6.8%
Share of building maintenance expense. Based on a % allocation from a ccounts in the 01-436 division budget. This expense includes janitoria l services, supplies & wages.											
01413	3740 EQUIPMENT MAINTENANCE	1,974	2,086	2,086	2,081	99.8%	2,265	2,265	2,265	179	8.6%



**SAFETY & CODES 2013**

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Share of equipt maint contracts for HVAC.												
01413	3745	<b>INFO TECH MAINTENANCE</b>	33,494	39,059	39,059	35,437	90.7%	44,727	41,241	41,241	2,182	5.6%
Departmental share of the Information Technology Dept Budget												
01413	3750	<b>VEHICLE MAINTENANCE</b>	19,528	17,821	17,821	17,846	100.1%	17,507	16,713	16,713	(1,108)	-6.2%
Share of vehicle maintenance expense and direct costs of departmental vehicles' parts & supplies.												
01413	3840	<b>EQUIPMENT RENTAL</b>	3,406	3,700	3,700	3,728	100.8%	4,000	3,700	3,700	0	0.0%
Annual lease/maintenance of photocopiers.												
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>110,108</b>	<b>163,453</b>	<b>163,453</b>	<b>114,106</b>	<b>69.8%</b>	<b>165,932</b>	<b>144,028</b>	<b>144,028</b>	<b>(19,425)</b>	<b>-11.9%</b>
<b>MISCELLANEOUS</b>												
01413	4200	<b>DUES/SUBSCRIPTIONS</b>	679	2,300	2,300	1,856	80.7%	2,300	2,000	2,000	(300)	-13.0%



**SAFETY & CODES 2013**

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Dues to IAFC, NFPA, ICC, PACO												
01413	4620	<b>TRAINING AND EDUCATION</b>	1,721	2,000	2,000	1,375	68.7%	3,000	2,000	2,000	0	0.0%
Expense for training workshops/classes for the department.												
01413	4630	<b>SEMINAR REGISTRATION &amp; HOTEL</b>	830	2,000	2,000	455	22.8%	2,500	1,500	1,500	(500)	-25.0%
Expenses for conferences and associated travel.												
01413	7400	<b>EQUIPMENT PURCHASED</b>	3,020	1,500	1,500	1,193	79.5%	1,500	1,000	1,000	(500)	-33.3%
Includes hardware (tablets) for field inspectors to achieve the goal of wireless inspection protocols.												
01413	9000	<b>MISCELLANEOUS</b>	924	1,200	1,200	458	38.2%	1,200	1,000	1,000	(200)	-16.7%



**SAFETY & CODES 2013**

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Informational handouts and audio-visual training materials for community presentations.										
01413 9600 EQPT DEPRECIATION CHARGE	0	0	0	0	0.0%	21,540	10,770	10,770	10,770	0.0%
Annual depreciation charge for equipment included in the equipment replacement fund.										
<b>TOTAL MISCELLANEOUS</b>	<b>7,175</b>	<b>9,000</b>	<b>9,000</b>	<b>5,337</b>	<b>59.3%</b>	<b>32,040</b>	<b>18,270</b>	<b>18,270</b>	<b>9,270</b>	<b>103.0%</b>
<b>Grand Total:</b>	<b>1,219,354</b>	<b>1,233,489</b>	<b>1,233,489</b>	<b>1,130,755</b>	<b>91.7%</b>	<b>1,313,176</b>	<b>1,259,311</b>	<b>1,259,311</b>	<b>25,822</b>	<b>2.1%</b>



**PWD-TRANSPORTATION DIVISION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
01430	1220	<b>SALARIES/WAGES DIRECTOR</b>	26,378	23,256	23,256	23,913	102.8%	24,951	24,951	24,951	1,695	7.3%
Funding share of Public Works Director salary.												
01430	1400	<b>SALARY WAGES OTHERS</b>	19,046	16,101	16,101	16,876	104.8%	17,254	17,254	17,254	1,153	7.2%
Funding share of Public Works' Secretarial staff salaries, longevity pay and labor class adjustments.												
01430	1450	<b>MAINTENANCE OF ROADS</b>	772,276	790,936	790,936	788,322	99.7%	828,618	828,618	828,618	37,682	4.8%
Funding labor costs relative to roadways.												
01430	1560	<b>HEALTH &amp; ACCIDENT INSURANCE</b>	288,655	333,442	333,442	299,484	89.8%	350,488	350,488	350,488	17,046	5.1%
Funding Life & Disability Annual Premium Insurance and Health Annual Premium Insurance.												
01430	1570	<b>WORKERS' COMP.</b>	31,445	28,360	28,360	27,994	98.7%	32,850	32,850	32,850	4,490	15.8%



**PWD-TRANSPORTATION DIVISION 2013**

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Funding Worker's Compensation Annual Premium Insurance.												
01430	1600	<b>EMPLOYEES PENSION FUND</b>	61,585	54,967	54,967	55,297	100.6%	58,413	58,413	58,413	3,446	6.3%
Funding Employee Pension Contribution's based on 6% of full-time employee salary/wage, overtime and other personnel service.												
01430	1610	<b>EMP. SHARE FICA</b>	77,684	70,083	70,083	69,521	99.2%	74,477	74,477	74,477	4,394	6.3%
Funding FICA based on 7.65% of salary/wage, overtime and other personnel service for full-time and part-time employees.												
01430	1830	<b>REGULAR OVERTIME</b>	27,357	25,000	43,000	32,411	75.4%	20,000	20,000	20,000	(23,000)	-53.5%
Funding overtime wages of division employees for summer and fall labor. Leaf collection begins mid/end of October and ends mid-December. A ccount is also used for summer storm cleanup.												
01430	1845	<b>SNOW REMOVAL OVERTIME</b>	87,199	55,000	37,000	2,549	6.9%	75,000	55,000	55,000	18,000	48.6%



**PWD-TRANSPORTATION DIVISION 2013**

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Funding overtime wages of division employees during winter snow and ic e control. Funding request based on historic norms.											
01430	1900 OTHER PERSONNEL SERVICES	22,306	5,819	5,819	4,838	83.1%	7,732	6,500	6,500	681	11.7%
Wellness incentive and miscellaneous personnel expenses. Also include s share of def comp contribution for dept dir. per memo of understandi ng.											
<b>TOTAL PERSONNEL SERVICES</b>		<b>1,413,930</b>	<b>1,402,964</b>	<b>1,402,964</b>	<b>1,321,205</b>	<b>94.2%</b>	<b>1,489,783</b>	<b>1,468,551</b>	<b>1,468,551</b>	<b>65,587</b>	<b>4.7%</b>
<b>OPERATING SUPPLIES</b>											
01430	2100 OFFICE SUPPLIES	667	250	250	392	157.0%	300	300	300	50	20.0%
Funding office supplies needed for maintaining division programs (i.e. pencils, paper, etc.).											
01430	2200 TRAFFIC SIGNAL SUPPLIES	16,792	18,000	18,000	16,799	93.3%	16,100	16,100	16,100	(1,900)	-10.6%
Funding materials for signal maintenance (i.e. filters for control box es, load switches, lithium batteries, illuminated street name signs, l ighting, etc.), PA One Calls. This account services 70 intersections.											
01430	2300 FUEL/OIL - VEHICLE	58,832	52,000	52,000	55,002	105.8%	50,000	50,000	50,000	(2,000)	-3.8%



**PWD-TRANSPORTATION DIVISION 2013**

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Funding fuel and oil for division vehicles. Fuel use is based on normal operation hours as well as other emergency call outs, snow storm events as well as leaf collection period, which is a high use time frame from mid/end of October to mid-December.										
<b>01430 2380 UNIFORM RENTAL</b>	2,443	4,500	4,500	2,393	53.2%	3,500	3,500	3,500	(1,000)	-22.2%
Funding uniform rental and cleaning for full-time personnel.										
<b>01430 2446 SAFETY ITEMS</b>	3,969	3,500	3,500	2,732	78.1%	3,250	3,250	3,250	(250)	-7.1%
Funding safety equipment for employees (i.e. safety glasses, green safety shirts, first aid service and supplies, work zone signs, safety videos, bio-hazard supplies, etc.).										
<b>01430 2451 ROAD MAINTENANCE MATERIAL</b>	19,127	20,000	28,000	27,831	99.4%	20,000	20,000	20,000	(8,000)	-28.6%
Funding materials used to maintain roadways (i.e. stone, asphalt, concrete island and guiderail weed control, etc.).										
<b>01430 2452 SNOW REMOVAL MATERIALS</b>	198,475	150,000	150,000	100,830	67.2%	140,000	140,000	140,000	(10,000)	-6.7%



**PWD-TRANSPORTATION DIVISION 2013**

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<p>Funding materials for snow removal and ice control and includes expense for salt, liquid magnesium chloride (used for extreme cold weather), and sand. Also includes cost for materials for salt brine (made in house and used for pre-treating and pre-wetting sidewalk).</p>												
01430	2453	<b>STORM SEWER MATERIAL</b>	8,999	16,600	16,600	16,555	99.7%	11,500	11,500	11,500	(5,100)	-30.7%
<p>Funding maintenance materials for inlets and storm lines (i.e. precast concrete inlets, storm water pipe, sand and cement storm water grates).</p>												
01430	2454	<b>GUARD RAIL/MATERIAL</b>	162	250	250	3,384	1,353.6%	200	200	200	(50)	-20.0%
<p>Funding repairs and upgrades to existing guide rail. (i.e. posts, guide rail, nuts, bolts, etc.).</p>												
01430	2455	<b>CURB CONSTRUCTION MATERIAL</b>	117	400	400	208	52.0%	250	250	250	(150)	-37.5%
<p>Funding repairs to small curb sections.</p>												
01430	2456	<b>STREET LIGHT SUPPLIES</b>	978	22,000	22,000	21,857	99.4%	22,000	22,000	22,000	0	0.0%



**PWD-TRANSPORTATION DIVISION 2013**

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Funding maintenance of 220 Township owned street lights (i.e. photoce lls, ballasts, bulbs, high pressure sodium, halogen, etc.). Wood and metal poles are inspected and replaced as needed as per recomendations by DVIT.										
<b>01430 2457 SIGN MATERIAL</b>	13,605	15,000	15,000	14,019	93.5%	14,000	14,000	14,000	(1,000)	-6.7%
Funding installation and maintenance of traffic street signs (i.e. poles, regulatory street signs, nuts, bolts, post delineators, reflector sheeting, letters, blank signs, etc.) and signs purchased for Police department.										
<b>01430 2500 REPAIR MAINTENANCE MATERIAL</b>	2,782	5,000	5,000	4,701	94.0%	3,100	3,100	3,100	(1,900)	-38.0%
Funding infrastructure maintenance materials for emergencies (i.e. sinkholes, wash-outs, etc.).										
<b>01430 2600 SM TOOLS &amp; MINOR EQPT</b>	1,849	2,000	2,000	1,648	82.4%	2,000	2,000	2,000	0	0.0%
Funding tools for daily maintenance work (i.e. shovels, rakes for leaves/dirt, street brooms, pitchforks, hardware, small power tools, etc.).										
<b>01430 2900 MISCELLANEOUS</b>	563	800	800	791	98.9%	750	750	750	(50)	-6.3%



**PWD-TRANSPORTATION DIVISION 2013**

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Funding small items required to maintain the division. (i.e. leaf/snow brochures, record storage, flashlight batteries, postage, resurfacing signs, etc.).										
<b>TOTAL OPERATING SUPPLIES</b>	<b>329,359</b>	<b>310,300</b>	<b>318,300</b>	<b>269,143</b>	<b>84.6%</b>	<b>286,950</b>	<b>286,950</b>	<b>286,950</b>	<b>(31,350)</b>	<b>-9.8%</b>
<b>PROFESSIONAL SERVICE</b>										
01430 3131 <b>TRAFFIC SIG. CONSULTANT</b>	3,859	4,000	4,000	450	11.3%	1,250	1,250	1,250	(2,750)	-68.8%
Funding Traffic Engineer Consultant fees that require technical advice on traffic signals, signs and traffic control issues.										
01430 3132 <b>STREET LIGHT SERVICE</b>	1,033	1,000	1,000	980	98.0%	300	300	300	(700)	-70.0%
Funding for outside assistance and small charges for the bucket truck, line relocations, etc.										
01430 3133 <b>TRAFFIC SIGNAL SERVICE</b>	7,328	9,000	9,000	8,551	95.0%	7,500	7,500	7,500	(1,500)	-16.7%
Funding for outside assistance to repair and replace signal equipment. Emergency replacement included.										
01430 3170 <b>SNOW/ICE CONTROL</b>	51,580	70,000	59,000	52,885	89.6%	70,500	65,000	65,000	6,000	10.2%



**PWD-TRANSPORTATION DIVISION 2013**

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Funding of contracts for snow and ice control. Contract for sidewalk snow removal averages 5 call-outs.										
<b>01430 3185 DEBRIS REMOVAL</b>	8,002	8,500	11,500	12,361	107.5%	9,000	9,000	9,000	(2,500)	-21.7%
Funding removal of trash and debris from Heuser Park and other Township facilities (i.e. parks, road surface, 20-yard containers, recycling of 2-96 gallon containers and 8-yard cardboards. Recycle container for garage and disposal container).										
<b>01430 3190 OTHER PROFESSIONAL SERVICE</b>	6,249	6,500	6,500	6,301	96.9%	7,000	6,800	6,800	300	4.6%
Funding for Twp. Code Book updates, drug and alcohol testing for division personnel, and a share of Connect CTY program & share of codebook update										
<b>01430 3210 TELE EQPT. &amp; CHARGES</b>	10,918	12,810	12,810	11,018	86.0%	12,445	12,445	12,445	(365)	-2.8%
Funding share of telephone expenses at Township building and garage which includes Verizon services and traffic signal phones.										
<b>01430 3250 SIGNS/MAILINGS/POSTAGE</b>	0	100	100	0	0.0%	100	100	100	0	0.0%



**PWD-TRANSPORTATION DIVISION 2013**

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Funding share of postage, mailing, signs, etc.										
<b>01430 3310 TRAVEL AND FOOD EXPENSES</b>	215	250	250	133	53.0%	200	200	200	(50)	-20.0%
Funding reimbursement to personnel for travel and food expenses incurred during outside Township meetings. (i.e. seminars, conferences, etc. ).										
<b>01430 3520 LIABILITY INSURANCE</b>	38,867	41,619	41,619	41,200	99.0%	43,742	43,742	43,742	2,123	5.1%
Funding Liability and Property/Equipment Annual Premium Insurance.										
<b>01430 3600 UTILITIES</b>	30,670	40,000	40,000	28,012	70.0%	39,858	39,858	39,858	(142)	-0.4%
Funding share of electric, water, heat and sewer.										
<b>01430 3611 UTILITIES TRAFFIC SIGNALS</b>	16,964	15,000	15,000	16,227	108.2%	15,800	15,800	15,800	800	5.3%



**PWD-TRANSPORTATION DIVISION 2013**

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Funding electric charges for traffic signal operation.											
01430	3612 UTILITIES STREET LIGHTS	34,309	35,000	35,000	34,392	98.3%	33,000	33,000	33,000	(2,000)	-5.7%
Funding electric service for street lighting. Also includes electric service for the Gateway signs.											
01430	3720 TRAFFIC SIGNALS MAINT.	9,538	9,000	9,000	8,966	99.6%	8,000	8,000	8,000	(1,000)	-11.1%
Funding signal and traffic computer maintenance (i.e. conflict monitors, maintenance to software preserving the Eagle Marc system, masters, fiber optic modems, pre-emption equipment, etc.).											
01430	3730 BUILDING MAINTENANCE	18,600	25,501	25,501	26,137	102.5%	24,494	24,232	24,232	(1,269)	-5.0%
Funding share of Township's building maintenance (i.e. janitorial services, supplies, wages) and garage expenses.											
01430	3740 EQUIPMENT MAINTENANCE	102,513	101,332	101,332	104,780	103.4%	108,554	108,499	108,499	7,167	7.1%



**PWD-TRANSPORTATION DIVISION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding share of equipment maintenance contracts for HVAC at Township building and expenses for garage services (i.e. rolling stock maintenance and heavy equip. maint.)												
01430	3745	<b>INFO TECH MAINTENANCE</b>	33,494	39,059	39,059	35,437	90.7%	44,727	41,241	41,241	2,182	5.6%
Funding share of the Information Technology department budget.												
01430	3750	<b>VEHICLE MAINTENANCE</b>	147,174	129,664	129,664	133,811	103.2%	148,733	141,992	141,992	12,328	9.5%
Funding share of vehicle maintenance expenses and direct costs of department vehicles' parts and supplies. Increase reflects Vehicle Maintenance employee COLA for next year.												
01430	3840	<b>EQUIPMENT RENTAL</b>	6,627	7,000	7,000	6,399	91.4%	6,000	6,000	6,000	(1,000)	-14.3%
Funding equipment not owned by the Township (i.e. pavers, dozers, tractorhoe, weather data service, bottled gas cylinders, water cooler/supplies) and annual lease/maintenance of photocopiers.												
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>527,940</b>	<b>555,335</b>	<b>547,335</b>	<b>528,039</b>	<b>96.5%</b>	<b>581,203</b>	<b>564,959</b>	<b>564,959</b>	<b>17,624</b>	<b>3.2%</b>
<b>MISCELLANEOUS</b>												
01430	4200	<b>DUES/SUBSCRIPTIONS</b>	848	850	850	514	60.5%	850	850	850	0	0.0%



**PWD-TRANSPORTATION DIVISION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding professional memberships and subscriptions for personnel. (i. e. APWA, International Signal Association, Montgomery County Public Works Association, etc.)												
01430	4580	<b>ANNUAL RESURFACING</b>	2,625	25,000	25,000	24,761	99.0%	25,000	22,500	22,500	(2,500)	-10.0%
Funding Township street maintenance under the resurfacing program (i. e. milling, paving, etc.) and Township engineer inspections. This general fund account funds the engineering/inspection expenses for the resurfacing program. See Liquid Fuel Fund 35 for line-item detail of the primary funding for the Township's resurfacing program. Current condition levels must be maintained per the requirements of GASB 34.												
01430	4585	<b>LINE PAINTING</b>	43,617	82,000	82,000	81,583	99.5%	75,000	75,000	75,000	(7,000)	-8.5%
Funding annual repainting of stop bars, lane dividers, arrows, etc.												
01430	4620	<b>EDUCATION/TRAINING</b>	3,401	2,895	2,895	1,790	61.8%	2,000	2,000	2,000	(895)	-30.9%
Funding education, training classes (i.e. APWA Seminars, CDL training, IMSA, snow and ice control, etc.) and seminars.												
01430	7400	<b>EQUIPMENT PURCHASED</b>	2,769	2,000	2,000	1,895	94.8%	2,200	2,200	2,200	200	10.0%



**PWD-TRANSPORTATION DIVISION 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding for equipment purchase and small items required for special tasks (i.e. Concrete saw blades, hand tools, hoses for air hammer etc.).										
01430 9600 EQPT DEPRECIATION CHARGE	0	0	0	0	0.0%	256,490	128,245	128,245	128,245	0.0%
Funding annual depreciation charge for equipment included in the equipment replacement fund.										
<b>TOTAL MISCELLANEOUS</b>	<b>53,259</b>	<b>112,745</b>	<b>112,745</b>	<b>110,543</b>	<b>98.0%</b>	<b>361,540</b>	<b>230,795</b>	<b>230,795</b>	<b>118,050</b>	<b>104.7%</b>
<b>Grand Total:</b>	<b>2,324,489</b>	<b>2,381,344</b>	<b>2,381,344</b>	<b>2,228,930</b>	<b>93.6%</b>	<b>2,719,476</b>	<b>2,551,255</b>	<b>2,551,255</b>	<b>169,911</b>	<b>7.1%</b>



**PWD-VEHICLE MAINTENANCE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
01432	1400	<b>SALARY/WAGE CLERICAL &amp; OTHER</b>	106,507	252,522	252,522	99,968	39.6%	264,765	264,765	264,765	12,243	4.8%
Funding of salaries, increments and longevity for divisional personnel .												
01432	1560	<b>HEALTH/ACCIDENT INSURANCE</b>	40,110	48,403	48,403	43,473	89.8%	50,994	50,994	50,994	2,591	5.4%
Funding Life & Disability Annual Premium Insurance and Health Annual P remium Insurance												
01432	1570	<b>WORKERS' COMP.</b>	8,107	7,311	7,311	7,217	98.7%	8,468	8,468	8,468	1,157	15.8%
Funding Worker's Compensation Annual Premium Insurance.												
01432	1600	<b>EMPLOYEE PENSION FUND</b>	7,216	15,339	15,339	6,199	40.4%	16,064	16,064	16,064	725	4.7%
Funding Employee Pension Contribution's based on 6% of all full-time e mployees salary/wage, overtime and other personnel service.												
01432	1610	<b>EMP. SHARE FICA</b>	9,073	19,558	19,558	7,760	39.7%	20,482	20,482	20,482	924	4.7%



**PWD-VEHICLE MAINTENANCE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding FICA based on 7.65% of all salary/wage, overtime and other per sonnel service for all full-time and part-time employees.												
01432	1830	OVERTIME	619	500	500	1,208	241.6%	500	500	500	0	0.0%
Funding overtime wages for divisional employees.												
01432	1900	OTHER PERSONNEL SERVICES	10,687	2,633	2,633	2,241	85.1%	2,458	2,458	2,458	(175)	-6.6%
Wellness incentive and miscellaneous personnel expenses. Also include s share of def comp contribution for dept dir. per memo of understandi ng.												
<b>TOTAL PERSONNEL SERVICES</b>			<b>182,318</b>	<b>346,266</b>	<b>346,266</b>	<b>168,065</b>	<b>48.5%</b>	<b>363,731</b>	<b>363,731</b>	<b>363,731</b>	<b>17,465</b>	<b>5.0%</b>
<b>OPERATING SUPPLIES</b>												
01432	2100	OFFICE SUPPLIES	99	100	100	0	0.0%	100	100	100	0	0.0%
Funding office supplies required for performance of administrative fun ctions.												
01432	2200	OPERATING SUPPLIES	2,002	2,000	2,000	1,188	59.4%	2,000	2,000	2,000	0	0.0%



**PWD-VEHICLE MAINTENANCE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding of materials purchased to facilitate vehicle and equipment maintenance activities.												
01432	2300	FUEL/OIL VEHICLES	1,254	1,200	1,200	1,339	111.6%	1,200	1,200	1,200	0	0.0%
Funding gasoline and lubricants for divisional vehicles and equipment.												
01432	2380	UNIFORM RENTAL	933	1,000	1,000	929	92.9%	1,000	1,000	1,000	0	0.0%
Funding rental of uniforms for mechanics.												
01432	2446	SAFETY ITEMS	319	200	200	191	95.7%	200	200	200	0	0.0%
Funding purchase of personal safety equipment (i.e. work gloves, safety glasses, hearing protection, etc).												
<b>TOTAL OPERATING SUPPLIES</b>			<b>4,608</b>	<b>4,500</b>	<b>4,500</b>	<b>3,647</b>	<b>81.0%</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>	<b>0</b>	<b>0.0%</b>
<b>PROFESSIONAL SERVICE</b>												
01432	3185	DEBRIS/WASTE REMOVAL	0	100	100	0	0.0%	100	100	100	0	0.0%



**PWD-VEHICLE MAINTENANCE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding vendor debris/waste removal services.												
01432	3190	<b>OTHER PROFESSIONAL SERVICES</b>	60	260	260	0	0.0%	260	260	260	0	0.0%
Funding federally mandated CDL random drug testing program. (Township employees are required to participate)												
01432	3520	<b>LIABILITY INSURANCE</b>	3,709	3,971	3,971	3,931	99.0%	4,174	4,174	4,174	203	5.1%
Funding Liability and Property/Equipment Annual Premium Insurance.												
01432	3600	<b>UTILITIES</b>	692	750	750	345	46.0%	700	700	700	(50)	-6.7%
Funding electric, water and sewer.												
01432	3740	<b>EQUIPMENT MAINTENANCE</b>	2,589	2,800	2,800	4,035	144.1%	4,300	4,300	4,300	1,500	53.6%



**PWD-VEHICLE MAINTENANCE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Funding repair costs associated with divisional equipment (i.e. car, service truck, major shop equipment, lift certification program). Beginning in 2013 this account also will fund the 3 surveillance cameras in the Vehicle Maintenance Garage area.</p>												
01432	3745	<b>INFO TECH MAINTENANCE</b>	9,122	10,652	10,652	9,653	90.6%	12,198	11,248	11,248	596	5.6%
<p>Funding share of the Information Technology department budget.</p>												
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>16,172</b>	<b>18,533</b>	<b>18,533</b>	<b>17,965</b>	<b>96.9%</b>	<b>21,732</b>	<b>20,782</b>	<b>20,782</b>	<b>2,249</b>	<b>12.1%</b>
<b>MISCELLANEOUS</b>												
01432	4200	<b>DUES/SUBSCRIPTIONS</b>	0	100	100	0	0.0%	100	100	100	0	0.0%
<p>Funding repair manuals for mechanics.</p>												
01432	4620	<b>EDUCATION/TRAINING</b>	0	250	250	0	0.0%	200	200	200	(50)	-20.0%
<p>Funding training, seminars and workshops for divisional personnel.</p>												
01432	7400	<b>EQUIPMENT PURCHASED</b>	1,864	2,000	2,000	1,500	75.0%	2,000	2,000	2,000	0	0.0%



**PWD-VEHICLE MAINTENANCE DIVISION  
2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding various mechanic's tools and ancillary shop equipment. Work Tool Reimbursement Program was adopted by the B.O.S. in 2009 to reimburse vehicle maintenance mechanics, with a minimum of 6 months continued service, up to \$500.00 each annually for tools purchased.										
<b>01432 9600 EQPT DEPRECIATION CHARGE</b>	0	0	0	0	0.0%	37,010	18,505	18,505	18,505	0.0%
Funding annual depreciation charge for equipment included in the equipment replacement fund.										
<b>TOTAL MISCELLANEOUS</b>	<b>1,864</b>	<b>2,350</b>	<b>2,350</b>	<b>1,500</b>	<b>63.8%</b>	<b>39,310</b>	<b>20,805</b>	<b>20,805</b>	<b>18,455</b>	<b>785.3%</b>
<b>Grand Total:</b>	<b>204,962</b>	<b>371,649</b>	<b>371,649</b>	<b>191,177</b>	<b>51.4%</b>	<b>429,273</b>	<b>409,818</b>	<b>409,818</b>	<b>38,169</b>	<b>10.3%</b>

# UPPER MERION PUBLIC WORKS DEPARTMENT

## 2013 VEHICLE MAINTENANCE OPERATING BUDGET BREAKDOWN

### GENERAL FUND

Dept./Div.	Acct. No.	2012 Operating Budget	Yr.To Date Expenses 02/28/13	Estimated 2012 End Of Yr. Expenses	Percent Of Vehicle Maint. Expenses	Share Of 2013 Veh. Maint. Budget	Estimated 2013 Parts/ Supplies & Labor	Total Operating 2013 Budget
Administration	402.3750	\$1,679	\$1,070	\$1,511	0.27%	\$1,104	\$386	\$1,490
Police	410.3750	205,265	147,205	207,819	37.05%	151,831	53,141	204,971
Safety & Codes	413.3750	17,821	12,003	16,945	3.02%	12,380	4,333	16,713
Transportation	430.3740	101,332	73,987	104,452	18.62%	76,312	26,709	103,021
	430.3750	129,664	101,975	143,965	25.66%	105,179	36,813	141,992
Parks & Shade Tree	434.3740	16,942	21,096	29,783	5.31%	21,759	7,616	29,375
	434.3750	12,612	13,651	19,272	3.44%	14,080	4,928	19,008
Park & Recreation	450.3750	1,064	1,020	1,440	0.26%	1,052	368	1,420
<b>Sub Total</b>		<b>\$486,379</b>	<b>\$372,007</b>	<b>\$525,186</b>	<b>93.63%</b>	<b>\$383,697</b>	<b>\$134,294</b>	<b>\$517,991</b>

### SEWER REVENUE ACCOUNT

Trout Run	421.3750	3,515	2,791	3,940	0.70%	2,879	1,008	3,886
Matsunk	422.3750	1,576	495	699	0.12%	511	179	689
Collection Systems	423.3750	22,644	22,040	31,115	5.55%	22,733	7,956	30,689
<b>Sub Total</b>		<b>\$27,735</b>	<b>\$25,326</b>	<b>\$35,754</b>	<b>6.37%</b>	<b>\$26,122</b>	<b>\$9,143</b>	<b>\$35,264</b>

### GRAND TOTALS

GENERAL FUND		486,379	372,007	525,186	93.63%	383,697	134,294	517,991
SEWER FUND		27,735	25,326	35,754	6.37%	26,122	9,143	35,264
<b>TOTALS</b>		<b>\$514,114</b>	<b>\$397,333</b>	<b>\$560,941</b>	<b>100.00%</b>	<b>\$409,818</b>	<b>\$143,436</b>	<b>\$553,255</b>



**PWD-PARK & SHADE TREE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
01434	1300	<b>SALARY-DIRECTOR</b>	26,393	23,256	23,256	23,913	102.8%	24,951	24,951	24,951	1,695	7.3%
Funding share of Director's salary												
01434	1400	<b>SALARY--OTHER</b>	358,072	375,661	375,661	376,291	100.2%	392,368	392,368	392,368	16,707	4.4%
Funding Superintendent, Assistant Superintendent, Laborer and a share of the Secretarial staff in Public Works.												
01434	1411	<b>SALARIES -FARM</b>	204,378	196,515	196,515	219,846	111.9%	205,790	205,790	205,790	9,275	4.7%
Funding salary/wages for Township employees assigned to work at the farm (i.e. part-time help, seasonal help, etc.												
01434	1560	<b>HEALTH/ACCIDENT INSURANCE</b>	134,876	163,319	163,319	146,687	89.8%	173,194	173,194	173,194	9,875	6.0%
Funding Life & Disability Annual Premium Insurance and Health Annual Premium Insurance												
01434	1570	<b>WORKERS' COMP.</b>	15,508	13,986	13,986	13,803	98.7%	16,200	16,200	16,200	2,214	15.8%



**PWD-PARK & SHADE TREE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding Worker's Compensation Annual Premium Insurance.												
01434	1600	<b>EMPLOYEES PENSION FUND</b>	31,790	31,526	31,526	32,901	104.4%	32,857	32,857	32,857	1,331	4.2%
Funding Employee Pension Contribution's based on 6% of all full-time e mployee's salary/wage, overtime and other personnel service.												
01434	1610	<b>EMP. SHARE FICA</b>	49,722	49,317	49,317	51,745	104.9%	51,425	51,425	51,425	2,108	4.3%
Funding FICA based on 7.65% of all full-time and part-time employee's salary/wage, overtime and other personnel service.												
01434	1810	<b>PART TIME SALARIES/WAGES</b>	0	0	0	0	0.0%	0	0	0	0	0.0%
Funding seasonal help for Park and Shade Tree maintenance from March t hrough October.												
01434	1830	<b>OVERTIME</b>	7,172	10,000	10,000	9,586	95.9%	8,500	8,500	8,500	(1,500)	-15.0%



**PWD-PARK & SHADE TREE DIVISION**  
**2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Funding overtime wages for division employees to maintain parks, summer programs, emergency tree removal and special township activities.</p>											
01434	1900 OTHER PERSONNEL SERVICES	20,431	5,510	5,510	4,904	89.0%	5,364	5,364	5,364	(146)	-2.6%
<p>Wellness incentive and miscellaneous personnel expenses. Also includes share of def comp contribution for dept dir. per memo of understanding.</p>											
<b>TOTAL PERSONNEL SERVICES</b>		<b>848,341</b>	<b>869,090</b>	<b>869,090</b>	<b>879,675</b>	<b>101.2%</b>	<b>910,649</b>	<b>910,649</b>	<b>910,649</b>	<b>41,559</b>	<b>4.8%</b>
<b>OPERATING SUPPLIES</b>											
01434	2100 OFFICE SUPPLIES	102	250	250	230	92.0%	150	150	150	(100)	-40.0%
<p>Funding office supplies and small items needed for maintaining division programs.</p>											
01434	2200 OPERATING SUPPLIES	14,944	16,000	16,000	16,953	106.0%	16,750	16,750	16,750	750	4.7%
<p>Funding supplies to maintain parks and facilities (i.e. Infield mix/paint, keys, locks, lighting supplies, hardware, nuts, bolts, lumber, fencing, cement, cinder blocks, saws, topsoil, grass seed, etc.).</p>											
01434	2210 CHEMICALS	0	250	250	79	31.5%	200	200	200	(50)	-20.0%



**PWD-PARK & SHADE TREE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding chemicals needed to spray and maintain Rights-of-Way and drain age areas.												
01434	2300	<b>FUEL/OIL VEHICLES</b>	22,934	16,000	16,000	24,243	151.5%	17,000	17,000	17,000	1,000	6.3%
Funding fuel for Park and Shade Tree vehicles, Norview Farm trucks and small equipment.												
01434	2380	<b>UNIFORM RENTAL</b>	2,545	2,300	2,300	1,288	56.0%	2,100	2,100	2,100	(200)	-8.7%
Funding rental of uniforms for full-time employees.												
01434	2446	<b>SAFETY ITEMS</b>	443	450	450	430	95.5%	500	500	500	50	11.1%
Funding safety equipment for employees (i.e. goggles, gloves, dust masks, first aid supplies).												
01434	2460	<b>COMPOSTING OPERATION</b>	94,417	94,000	94,000	82,533	87.8%	85,500	82,500	82,500	(11,500)	-12.2%



**PWD-PARK & SHADE TREE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding Compost Site expenses (i.e. personnel, supplies and equipment, registration forms, window labels and weigh slips).												
01434	2461	<b>TREE NURSERY STOCK</b>	0	500	500	430	86.1%	350	350	350	(150)	-30.0%
Funding tree and related supplies for Parks and Rights-of-Way.												
01434	2469	<b>BEAUTIFICATION AWARDS</b>	0	250	250	0	0.0%	525	525	525	275	110.0%
Account used for the purchase of yard signs and award frames for the shade tree beautification program.												
01434	2500	<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>	4,980	4,500	4,500	4,517	100.4%	4,500	4,500	4,500	0	0.0%
Funding materials to maintain buildings, playground equipment and for Heuser Park (i.e. lights, screens, etc).												
01434	2600	<b>SM TOOLS &amp; MINOR EQPT</b>	225	250	250	250	100.0%	275	275	275	25	10.0%



**PWD-PARK & SHADE TREE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding small items needed to maintain parks and buildings (i.e. hoses , shovels, drill bits, rakes, etc).												
01434	2800	<b>EXPENSES-FARM</b>	59,552	55,000	55,000	58,757	106.8%	58,850	63,000	63,000	8,000	14.5%
Funding Farm operation expenses (i.e.fuel, lab tests, animal care, utilities, straw, etc) and the rental house.												
01434	2900	<b>MISCELLANEOUS</b>	60	260	260	32	12.4%	200	200	200	(60)	-23.1%
Funding small items (i.e. signs, ads, etc).												
<b>TOTAL OPERATING SUPPLIES</b>			<b>200,202</b>	<b>190,010</b>	<b>190,010</b>	<b>189,742</b>	<b>99.9%</b>	<b>186,900</b>	<b>188,050</b>	<b>188,050</b>	<b>(1,960)</b>	<b>-1.0%</b>
<b>PROFESSIONAL SERVICE</b>												
01434	3190	<b>OTHER PROFESSIONAL SERVICES</b>	94,697	125,000	115,000	123,242	107.2%	102,000	120,000	120,000	5,000	4.3%
Funding lawn services provided by private contractors and additional contractual needs. Also, flower planting, Heuser ParkTurf Management, weed control, top soil, seeding, paint for fields, etc.; Hazardous and emergency tree removal on Township roads and parks. Also to include additional turf mgmt at Bob Case soccer fields and property maint at the Twp's Recreation Center property (431 W VF Rd)												
01434	3210	<b>TELEPHONE EXPENSE</b>	840	900	900	949	105.5%	850	850	850	(50)	-5.6%



**PWD-PARK & SHADE TREE DIVISION  
2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding telephone expenses.											
01434	3250 SIGNS/MAILINGS/POSTAGE	0	150	150	0	0.0%	100	100	100	(50)	-33.3%
Funding signage in parks and township owned properties, special mailings for hazardous tree program and yard waste collection.											
01434	3310 TRAVEL/FOOD EXPENSES	0	100	100	0	0.0%	100	100	100	0	0.0%
Funding reimbursement to personnel for travel and food expenses incurred during outside Township meetings. (i.e. seminars, conferences, etc. ).											
01434	3520 LIABILITY INSURANCE	3,709	3,971	3,971	3,931	99.0%	4,174	4,174	4,174	203	5.1%
Funding Liability and Property/Equipment Annual Premium Insurance.											
01434	3730 BUILDING MAINTENANCE	0	0	0	0	0.0%	0	0	0	0	0.0%



**PWD-PARK & SHADE TREE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding share of Township garage expenses.												
ACCOUNT DISCONTINUED---NO HISTORY SINCE 2008												
01434	3740	<b>EQUIPMENT MAINTENANCE</b>	17,341	16,942	22,942	25,965	113.2%	30,769	30,753	30,753	7,811	34.0%
Funding share of equipment maintenance costs for garage services.												
01434	3745	<b>INFO TECH MAINTENANCE</b>	9,122	10,652	10,652	9,653	90.6%	12,198	11,248	11,248	596	5.6%
Funding share of the Information Technology department budget.												
01434	3750	<b>VEHICLE MAINTENANCE</b>	13,116	12,612	16,612	20,988	126.3%	19,910	19,008	19,008	2,396	14.4%
Funding share of vehicle maintenance expenses and direct costs of department vehicles' parts and supplies.												
01434	3840	<b>EQUIPMENT RENTAL</b>	180	1,000	1,000	0	0.0%	500	500	500	(500)	-50.0%



**PWD-PARK & SHADE TREE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding various Park and Shade Tree activities (i.e. stump routing, ditch witch, pumps, etc).												
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>139,005</b>	<b>171,327</b>	<b>171,327</b>	<b>184,729</b>	<b>107.8%</b>	<b>170,601</b>	<b>186,733</b>	<b>186,733</b>	<b>15,406</b>	<b>9.0%</b>
<b>MISCELLANEOUS</b>												
01434	4200	<b>DUES/SUBSCRIPTIONS</b>	195	200	200	0	0.0%	150	150	150	(50)	-25.0%
Funding dues, subscriptions (i.e. publications, etc) and memberships in work related associations (i.e. Arbor Day Foundation, International Society of Arboriculture Penn-Del Isa Chapter).												
01434	4620	<b>EDUCATION/TRAINING</b>	0	250	250	190	76.2%	200	200	200	(50)	-20.0%
Funding seminars, classes for tree and turf care, chemical applications, etc.												
01434	7400	<b>EQUIPMENT PURCHASED</b>	706	650	650	601	92.5%	550	550	550	(100)	-15.4%
Funding purchases for smaller playground and park equipment maintenance.												
01434	9600	<b>EQPT DEPRECIATION CHARGE</b>	0	0	0	0	0.0%	57,520	28,760	28,760	28,760	0.0%



**PWD-PARK & SHADE TREE DIVISION**  
**2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding annual depreciation charge for equipment included in the equipment replacement fund.										
<b>TOTAL MISCELLANEOUS</b>	<b>901</b>	<b>1,100</b>	<b>1,100</b>	<b>792</b>	<b>72.0%</b>	<b>58,420</b>	<b>29,660</b>	<b>29,660</b>	<b>28,560</b>	<b>2,596.4%</b>
<b>Grand Total:</b>	<b>1,188,450</b>	<b>1,231,527</b>	<b>1,231,527</b>	<b>1,254,938</b>	<b>101.9%</b>	<b>1,326,570</b>	<b>1,315,092</b>	<b>1,315,092</b>	<b>83,565</b>	<b>6.8%</b>



**PWD-BUILDING MAINTENANCE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
01436	1400	<b>SALARY/WAGE CLERICAL &amp; OTHER</b>	171,303	165,635	165,635	167,086	100.9%	173,882	173,882	173,882	8,247	5.0%
Funding salaries for division personnel.												
01436	1560	<b>HEALTH/ACCIDENT INSURANCE</b>	45,796	55,413	55,413	49,770	89.8%	51,234	51,234	51,234	(4,179)	-7.5%
Funding Life & Disability Annual Premium Insurance and Health Annual Premium Insurance.												
01436	1570	<b>WORKERS' COMP.</b>	3,916	3,532	3,532	3,487	98.7%	4,091	4,091	4,091	559	15.8%
Funding Worker's Compensation Annual Premium Insurance.												
01436	1600	<b>EMPLOYEES PENSION FUND</b>	9,616	8,902	8,902	9,152	102.8%	9,289	9,289	9,289	387	4.3%
Funding Employee Pension Contribution's based on 6% of full-time employee salary/wage, overtime and other personnel service.												
01436	1610	<b>EMP. SHARE FICA</b>	13,525	13,179	13,179	13,011	98.7%	13,754	13,754	13,754	575	4.4%



**PWD-BUILDING MAINTENANCE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Funding FICA based on 7.65% of salary/wage, overtime and other personnel service for all full-time and part-time employees.</p>												
01436	1830	<b>OVERTIME</b>	2,962	5,000	5,000	4,547	90.9%	4,500	4,500	4,500	(500)	-10.0%
<p>Funding overtime wages for division employees. (Request based on expected hours to cover vacation time of part-time employees)</p>												
01436	1900	<b>OTHER PERSONNEL SERVICES</b>	7,264	1,636	1,636	1,636	100.0%	1,400	1,400	1,400	(236)	-14.4%
<p>Wellness incentive and miscellaneous personnel expenses. Also includes share of def comp contribution for dept dir. per memo of understanding.</p>												
<b>TOTAL PERSONNEL SERVICES</b>			<b>254,382</b>	<b>253,297</b>	<b>253,297</b>	<b>248,688</b>	<b>98.2%</b>	<b>258,150</b>	<b>258,150</b>	<b>258,150</b>	<b>4,853</b>	<b>1.9%</b>
<b>OPERATING SUPPLIES</b>												
01436	2100	<b>OFFICE SUPPLIES</b>	82	100	100	83	83.0%	100	100	100	0	0.0%
<p>Funding office supplies required for administrative activities.</p>												
01436	2200	<b>OPERATING SUPPLIES</b>	17,870	14,000	14,000	13,912	99.4%	14,650	14,650	14,650	650	4.6%



**PWD-BUILDING MAINTENANCE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding general janitorial supplies (i.e. paper products, cleaning solutions, trash can liners, tapes, printing paper, toner, ribbons, water cooler rentals/water, etc).												
01436	2380	<b>UNIFORM RENTAL</b>	460	750	750	635	84.7%	750	750	750	0	0.0%
Funding rental of uniforms for division personnel.												
01436	2446	<b>SAFETY ITEMS</b>	100	100	100	100	100.0%	100	100	100	0	0.0%
Funding purchase of general construction safety equipment and supplies .												
01436	2500	<b>REPAIR &amp; MAINT SUP</b>	7,422	8,000	8,000	6,652	83.2%	8,750	8,750	8,750	750	9.4%
Funding parts and supplies necessary to make routine facility repairs (i.e. light bulbs, painting supplies, electrical supplies, plumbing supplies, scale and postage machine charges, postage meter rental, software upgrades, etc.). Budget request based on age of building fixtures and funds expended during the past year for this activity												
01436	2600	<b>SM TOOLS &amp; MINOR EQPT</b>	0	100	100	74	73.9%	100	100	100	0	0.0%



**PWD-BUILDING MAINTENANCE DIVISION  
2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding miscellaneous janitorial supplies and hand tools (i.e. brooms, mops, gardening tools, misc. hand tools, etc.).											
<b>TOTAL OPERATING SUPPLIES</b>		<b>25,934</b>	<b>23,050</b>	<b>23,050</b>	<b>21,456</b>	<b>93.1%</b>	<b>24,450</b>	<b>24,450</b>	<b>24,450</b>	<b>1,400</b>	<b>6.1%</b>
<b>PROFESSIONAL SERVICE</b>											
01436 3185	<b>DEBRIS REMOVAL</b>	5,963	5,700	5,700	6,524	114.5%	5,900	5,900	5,900	200	3.5%
Funding hauling and disposal of Township building refuse. Includes county's Waste Generation Fee.											
01436 3190	<b>OTHER PROFESSIONAL SERVICES</b>	47	260	260	0	0.0%	260	260	260	0	0.0%
Funding federally mandated Commercial Driver's License random drug and alcohol testing program. (Township employees who drive Township vehicles are required to participate)											
01436 3210	<b>TELEPHONE EXPENSE</b>	36,925	40,332	40,332	34,906	86.5%	37,504	37,504	37,504	(2,828)	-7.0%
Funding telephone expenses, line usage and maintenance.											
01436 3520	<b>LIABILITY INSURANCE</b>	1,187	1,271	1,271	1,258	99.0%	1,336	1,336	1,336	65	5.1%



**PWD-BUILDING MAINTENANCE DIVISION  
2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding Liability and Property/Equipment Annual Premium Insurance.												
01436	3600	<b>UTILITIES</b>	178,838	180,000	180,000	165,368	91.9%	163,750	163,750	163,750	(16,250)	-9.0%
Funding electric, water, heating oil, gas and sewer service charges. Funding request reflects the savings realized to date from the replacement of parking lot and Police Garage lighting with LED lights and fixtures.												
01436	3730	<b>BUILDING MAINTENANCE</b>	27,852	28,500	28,500	31,613	110.9%	31,325	31,325	31,325	2,825	9.9%
Funding supplies necessary to complete various electrical, plumbing and carpentry repairs. Increase reflects age; increased use of facility; and funds expended during the past year. Beginning in 2013 this account will also fund repairs to the 8 surveillance cameras throughout the Township Building common areas.												
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>250,812</b>	<b>256,063</b>	<b>256,063</b>	<b>239,670</b>	<b>93.6%</b>	<b>240,075</b>	<b>240,075</b>	<b>240,075</b>	<b>(15,988)</b>	<b>-6.2%</b>
<b>MISCELLANEOUS</b>												
01436	4521	<b>HEATING &amp; A/C CONTRACT</b>	32,903	35,000	35,000	34,691	99.1%	38,000	38,000	38,000	3,000	8.6%
Funding contract service repairs to HVAC system. The account also contributes funds toward repair parts not covered within the mechanical service contract agreements.												
01436	4545	<b>OFFICE SERV/MAINT CON-WIND CLE</b>	36,385	38,000	38,000	36,819	96.9%	38,000	38,000	38,000	0	0.0%



**PWD-BUILDING MAINTENANCE DIVISION  
2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding janitorial, interior landscaping, interior & exterior window cleaning and carpet cleaning service contracts.											
01436	4620 EDUCATION & TRAINING	40	100	100	21	21.2%	100	100	100	0	0.0%
Funding seminars, conferences, training, etc.											
01436	7400 EQUIPMENT PURCHASED	84	150	150	0	0.0%	100	100	100	(50)	-33.3%
Funding small equipment not qualified as a Capital Budget item.											
01436	9600 EQPT DEPRECIATION CHARGE	0	0	0	0	0.0%	22,710	11,355	11,355	11,355	0.0%
Funding annual depreciation charge for equipment included in the equipment replacement fund.											
<b>TOTAL MISCELLANEOUS</b>		<b>69,412</b>	<b>73,250</b>	<b>73,250</b>	<b>71,532</b>	<b>97.7%</b>	<b>98,910</b>	<b>87,555</b>	<b>87,555</b>	<b>14,305</b>	<b>19.5%</b>
<b>Grand Total:</b>		<b>600,539</b>	<b>605,660</b>	<b>605,660</b>	<b>581,347</b>	<b>96.0%</b>	<b>621,585</b>	<b>610,230</b>	<b>610,230</b>	<b>4,570</b>	<b>0.8%</b>

**2013 DETAILED BREAKDOWN OF BUILDING OPERATION & MAINTENANCE COSTS**

DEPT.	ACCT.NO.	ACCOUNT TITLE	COMPUTER EQUIP MAINT.	PHONE OPER.	HVAC / RADIO CONTRACT	MAINT. CONT. & REPAIRS	ENVIRON. CONTRACTS	SUPPLIES & EQUIP.	UTILITIES	DEBRIS REMOVAL	PERSONNEL SERVICES	INSUR.	TOTAL
ADMIN.	402.3210	TELEPHONE EXP.		\$4,127									\$4,127
	402.3600	UTILITIES							\$6,415				\$6,415
	402.3730	BUILDING MAINT.				\$2,375	\$3,938	\$3,721		\$447	\$19,603	\$101	\$30,187
	402.3740	EQUIPMENT MAINT.			\$2,882								\$2,882
<b>Sub-Total</b>													<b>\$43,610</b>
TV Services	402.3730	TV Services Expenses-bm			\$242	\$199	\$330	\$312	\$538	\$38	\$1,644	\$8	\$3,311
EMPTY OFFICE	493.3730	UTILITIES							\$508				\$508
	493.3730	BUILDING MAINT.				\$188	\$312	\$295		\$35	\$1,553	\$8	\$2,391
	493.3730	EQUIPMENT MAINT.			\$228								\$228
<b>Sub-Total</b>													<b>\$3,127</b>
TAX OFFICE	493.3735	BLDG.MAINT/UTIL.			\$330	\$272	\$450	\$425	\$733	\$51	\$2,242	\$12	\$4,515
Info. Tech.	407.3210	TELEPHONE EXP.		\$3,377									\$3,377
	407.3600	UTILITIES							\$411				\$411
	407.3730	BUILDING MAINT.				\$152	\$252	\$238		\$29	\$1,256	\$6	\$1,934
	407.3740	EQUIPMENT MAINT.			\$185								\$185
PLANNING	408.3210	TELEPHONE EXP.		\$1,876									\$1,876
	408.3600	UTILITIES							\$2,100				\$2,100
	408.3730	BUILDING MAINT.				\$778	\$1,289	\$1,218		\$146	\$6,416	\$33	\$9,881
	408.3740	EQUIPMENT MAINT.			\$943								\$943
<b>Sub-Total</b>													<b>\$14,799</b>
SAFETY & CODES	413.3210	TELEPHONE EXP.		\$3,377									\$3,377
	413.3600	UTILITIES							\$5,041				\$5,041
	413.3730	BUILDING MAINT.				\$1,867	\$3,095	\$2,924		\$352	\$15,406	\$80	\$23,723
	413.3740	EQUIPMENT MAINT.			\$2,265								\$2,265
<b>Sub-Total</b>													<b>\$34,405</b>
PARKS & REC	450.3210	TELEPHONE EXP.		\$2,251									\$2,251
	450.3600	UTILITIES							\$1,245				\$1,245
	450.3600	UTILITIES - Programs							\$13,171				\$13,171
	450.3730	BUILDING MAINT.				\$461	\$765	\$722		\$87	\$3,806	\$20	\$5,860
	450.3730	BUILDING MAINT. - Programs				\$7,075				\$1,333	\$58,384	\$302	\$67,093
	450.3740	EQUIPMENT MAINT.			\$559								\$559
	450.3740	EQUIPMENT MAINT. - Programs			\$8,582								\$8,582
<b>Sub-Total</b>													<b>\$98,763</b>
WASTEWATER	08.425.3730	BLDG.MAINT/UTIL.		\$7,879	\$1,085	\$895	\$1,483	\$1,401	\$2,416	\$169	\$7,383	\$38	\$22,749
PUBLIC WORKS TRANSP. DIVISION	430.3210	TELEPHONE EXP.		\$4,878									\$4,878
	430.3600	UTILITIES							\$1,428				\$1,428
	430.3730	BUILDING MAINT.				\$529	\$877	\$829		\$100	\$4,365	\$23	\$6,722
	430.3740	EQUIPMENT MAINT.			\$642								\$642
<b>Sub-Total</b>													<b>\$13,669</b>
LIBRARY	04.456.3210	TELEPHONE EXP.		\$1,876									\$1,876
	04.456.3600	UTILITIES							\$36,184				\$36,184
	04.456.3700	MAINT. CONTR.			\$10,051								\$10,051
	04.456.3730	BUILDING MAINT.				\$8,285	\$13,735	\$12,978		\$1,561	\$68,374	\$353	\$105,287
<b>Sub-Total</b>													<b>\$153,397</b>
POLICE	410.3210	TELEPHONE EXP.		\$7,863									\$7,863
	410.3600	UTILITIES							\$78,490				\$78,490
	410.3600	UTILITIES - Garage							\$15,070				\$15,070
	410.3700	MAINT & RENTAL			\$8,395								\$8,395
	410.3700	MAINT & RENTAL - Garage			\$1,612								\$1,612
	410.3730	BUILDING MAINT.				\$6,921	\$11,473	\$10,841		\$1,303	\$57,113	\$295	\$87,946
	410.3730	BUILDING MAINT. - Garage				\$1,329				\$250	\$10,965	\$57	\$12,601
<b>Sub-Total</b>													<b>\$211,977</b>
<b>GRAND TOTALS</b>			<b>\$0</b>	<b>\$37,504</b>	<b>\$38,000</b>	<b>\$31,325</b>	<b>\$38,000</b>	<b>\$35,905</b>	<b>\$163,750</b>	<b>\$5,900</b>	<b>\$258,510</b>	<b>\$1,336</b>	<b>\$610,230</b>
		INFO TECH BUDGET		(3210)	(4521)	(3730)	(4545)	(2100)(2200)	(3600)	(3185)	(Per.Ser)	(3520)	
		FORMULA USED		PER LINE	D	D	B	(2500)(2600)	B	D-HRS	(3190)	D	D
					(3270)			(7400)(9600)			(4620)		



**PARK & RECREATION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
01450	1220	<b>COMPENSATION - DIRECTOR</b>	81,783	85,371	85,371	85,371	100.0%	89,353	89,353	89,353	3,982	4.7%
Compensation for Park & Rec director.												
01450	1300	<b>SAL/WAGES PROFESSIONAL</b>	61,227	70,099	70,099	68,134	97.2%	74,088	74,088	74,088	3,989	5.7%
Salary for Recreation Superintendent.												
01450	1400	<b>SALARIES/WAGES CLERICAL &amp; OTH</b>	105,221	127,892	127,892	104,889	82.0%	157,991	157,991	157,991	30,099	23.5%
Compensation for permant part-time staff, office assistant and intern. Total increase of \$30,099. Increase of \$24,350 previously budgeted in 01-450-1492. Increase of \$5,749 due to 4.5% cost of living.												
01450	1492	<b>REIMB SEASONAL SALARIES</b>	167,199	259,000	259,000	146,609	56.6%	214,650	214,650	214,650	(44,350)	-17.1%
Salary line item for instructional, concerts, day camps, and excursions. Decrease of \$24,350.00 due to office assistant and intern positions now allocated to 01-450-1400. Additional decrease of \$20,000 due to reduction in seasonal staff for programs. Total decrease of account for 2013 = \$44,350												
01450	1560	<b>HEALTH &amp; ACCIDENT</b>	40,647	46,895	46,895	42,119	89.8%	49,731	49,731	49,731	2,836	6.0%



**PARK & RECREATION 2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Medical, Life and Disability Insurance. Coverage for fulltime employees.											
01450	1570 WORKERS' COMP.	6,265	5,651	5,651	5,576	98.7%	6,545	6,545	6,545	894	15.8%
Workers compensation insurance annual premium.											
01450	1600 EMPLOYEES PENSION FUND	9,066	9,616	9,616	9,478	98.6%	10,094	10,094	10,094	478	5.0%
Pension contribution is based on 6% of all fulltime employee salary/wages, overtime, & other personnel svc accounts.											
01450	1610 EMP. SHARE FICA	32,071	41,858	41,858	30,949	73.9%	43,191	43,191	43,191	1,333	3.2%
FICA is based on 7.65% of all salary/wages/overtime/pers svc for all F/T & P/T staff.											
01450	1855 TUITION REIMBURSEMENT	0	0	0	0	0.0%	0	0	0	0	0.0%



## PARK & RECREATION 2013

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Reimbursement for employees enrolled in undergraduate/graduate degree programs(s).											
01450	1900 OTHER PERSONNEL SERVICES	9,162	4,800	4,800	4,886	101.8%	8,500	5,500	5,500	700	14.6%
Wellness incentive and miscellaneous personnel expenses. Also include s def comp contribution for dept dir. per memo of understanding. For 2 013: Wellness incentive 3,000 Deferred comp 2,500 Vacation buyback 3,000											
<b>TOTAL PERSONNEL SERVICES</b>		<b>512,643</b>	<b>651,182</b>	<b>651,182</b>	<b>498,011</b>	<b>76.5%</b>	<b>654,143</b>	<b>651,143</b>	<b>651,143</b>	<b>(39)</b>	<b>0.0%</b>
<b>OPERATING SUPPLIES</b>											
01450	2100 OFFICE SUPPLIES	1,913	2,500	2,500	2,213	88.5%	2,500	2,500	2,500	0	0.0%
Paper, pens and other supplies for Park & Recreation office.											
01450	2200 OPERATING SUPPLIES	25,429	26,500	26,500	29,592	111.7%	26,500	26,500	26,500	0	0.0%
Operating expenses that apply to all Park & Recreation department programs, including printing costs for Park & rec brochure.											
01450	2300 FUEL/OIL - VEHICLES	523	1,000	1,000	393	39.3%	1,000	750	750	(250)	-25.0%



# PARK & RECREATION 2013

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Fuel & oil for departmental vehicle.											
01450	2490 OLDER ADULTS /PROGRAMS	98,719	98,780	98,780	90,410	91.5%	142,462	102,576	102,576	3,796	3.8%
Increase in senior activities offered Expenses for Older Adult Program s:											
2012 - Activities \$8,450.00											
Share Sr Ctr Rent - \$36,050											
Share Sr Ctr Budget- \$54,2 80											
2013 - REQUEST											
MGR. RECMND:											
Activities- \$8450											
Share Sr Ctr Rent-\$37,132											
Sr Center Budget-\$96,880											
MGR. RECMND: Activities- \$8,450											
Share Sr Ctr Rent-\$37,132											
Sr Center Budget-\$56,994 (5% increase over 2012)											
<b>TOTAL OPERATING SUPPLIES</b>		<b>126,584</b>	<b>128,780</b>	<b>128,780</b>	<b>122,608</b>	<b>95.2%</b>	<b>172,462</b>	<b>132,326</b>	<b>132,326</b>	<b>3,546</b>	<b>2.8%</b>
<b>PROFESSIONAL SERVICE</b>											
01450	3190 OTHER PROFESSIONAL SERVICES	2,400	2,530	2,530	2,525	99.8%	2,530	2,530	2,530	0	0.0%
Account includes the following: Drug/Alcohol testing-\$130 Share of Con nect CTY - \$2,400											
01450	3210 TELEPHONE EXPENSE	3,906	5,927	5,927	4,208	71.0%	5,758	5,758	5,758	(169)	-2.9%



**PARK & RECREATION 2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Share of all telephone & cell phone expense. Also, service at Baxter & TAC bldgs & Belmont Park classroom											
01450	3250 SIGNS/MAILINGS/POSTAGE	9,751	10,000	10,000	5,609	56.1%	10,000	10,000	10,000	0	0.0%
Postage, advertising expenses and mailing costs of brochure.											
01450	3310 CONFERENCE EXPENSE	880	2,500	2,500	95	3.8%	3,300	3,300	3,300	800	32.0%
Pennsylvania Recreation and Park Society and National Recreation and P ark Association Conference expenses for professional staff. Increase of \$800 previously budgeted in account 01-450-4620											
01450	3410 CABLE TV EXPENSES	1,000	1,000	1,000	0	0.0%	1,000	1,000	1,000	0	0.0%
Park & Rec's share of UMGA-22's expenses for programming of events, co ncerts, celebrations, etc.											
01450	3520 LIABILITY INSURANCE	9,099	9,743	9,743	9,645	99.0%	10,240	10,240	10,240	497	5.1%



# PARK & RECREATION 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Annual premium for liability & prop/equip insurance.										
<b>01450 3600 UTILITIES</b>	89,067	111,168	111,168	118,561	106.7%	109,737	109,737	109,737	(1,431)	-1.3%
Share of electric/water/heating/sewer. This amount is a % allocation of the total budget for line-item 01-436-3600. Also includes utility costs for park facilities (including Heuser Park) and the air conditioning for Gulph School.										
<b>01450 3601 REC CENTER EXPENSES</b>	0	0	0	64,205	0.0%	69,500	69,500	69,500	69,500	0.0%
Includes utility costs and school tax payment for Recreation Center.										
<b>01450 3730 BUILDING MAINTENANCE</b>	94,101	85,746	85,746	86,689	101.1%	88,141	87,912	87,912	2,166	2.5%
Share of building maintenance expense. Based on a % allocation from accounts in the 01-436 division budget. This expense includes janitorial services, supplies & wages. Also includes maintenance for Gulph Gym and Belmont School. Also includes janitorial service at Heuser Park.										
<b>01450 3740 EQPT MAINTENANCE</b>	7,930	8,420	8,420	8,361	99.3%	9,141	9,141	9,141	721	8.6%



**PARK & RECREATION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Share of equipt maint contracts for HVAC												
01450	3745	<b>INFO TECH MAINTENANCE</b>	15,250	17,754	17,754	16,130	90.9%	20,330	18,746	18,746	992	5.6%
Departmental share of the Information Technology Dept Budget												
01450	3750	<b>VEHICLE MAINTENANCE</b>	276	264	1,064	1,048	98.5%	1,488	1,420	1,420	356	33.5%
Share of vehicle maintenance expense and direct costs of all departmen tal vehicles' parts & supplies.												
01450	3840	<b>EQUIPMENT RENTAL</b>	3,359	3,833	3,833	3,884	101.3%	5,333	5,333	5,333	1,500	39.1%
Annual lease/maintenance of photocopiers etc.												
New lease agreement for 2013. 1 copier/scanner dedicated 100% to Park/Rec office.												
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>237,019</b>	<b>258,885</b>	<b>259,685</b>	<b>320,959</b>	<b>123.6%</b>	<b>336,498</b>	<b>334,617</b>	<b>334,617</b>	<b>74,932</b>	<b>28.9%</b>
<b>MISCELLANEOUS</b>												
01450	4200	<b>DUES/SUBSCRIPTIONS</b>	736	750	750	540	72.0%	750	750	750	0	0.0%



**PARK & RECREATION 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Professional association dues and subscriptions Including: Park Alliance, National Recreation & Parks Association, and Pennsylvania Recreation & Parks Society.												
01450	4543	<b>SCHOOL BUS USE</b>	9,992	18,000	18,000	9,082	50.5%	0	0	0	(18,000)	-100.0%
Decrease due to school bus usage being allocated to individual programs and accounts. 01-450-4592, 4593 and 4594.												
01450	4591	<b>PROGRAMS--CONCERTS</b>	36,968	45,000	45,000	42,200	93.8%	45,000	45,000	45,000	0	0.0%
Operating costs for the Concerts Under the Stars program including performers, advertising, sound/light, and supplies.												
01450	4592	<b>PROGRAMS-DAY CAMP</b>	19,925	43,000	43,000	22,855	53.2%	43,000	43,000	43,000	0	0.0%
Adventure Day Camp & Camp Beechtree supplies, arts & crafts, sports, training, and first aid equipment.												
01450	4593	<b>PROGRAMS-INSTR. CLASSES</b>	260,229	304,000	303,200	267,152	88.1%	304,000	304,000	304,000	800	0.3%



**PARK & RECREATION 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Operating costs for instructional programs, classes and leagues.										
<b>01450 4594 PROGRAMS EXCURSIONS</b>	24,590	24,000	24,000	21,231	88.5%	24,000	24,000	24,000	0	0.0%
Operating costs for excursion programs.										
<b>01450 4595 PROGRAMS-SPECIAL EVENTS</b>	19,533	21,000	21,000	19,491	92.8%	31,000	31,000	31,000	10,000	47.6%
Operating costs for special events: Fishing Rodeo, 4th of July, and Community Fair, Holiday Hoopla, 5K Runs, Arbor Day, Earth Day. Increase due to enhancements of special events for the Tricentennial Celebration.										
<b>01450 4597 FARMERS MARKET</b>	22,334	16,000	16,000	14,671	91.7%	16,000	16,000	16,000	0	0.0%
Expense for supplies, cost of merchandise sold, and other miscellaneous for market operation. Event run by volunteer committee.										
<b>01450 4598 DISCOUNT TICKETS</b>	0	15,000	15,000	27,420	182.8%	31,000	31,000	31,000	16,000	106.7%



**PARK & RECREATION 2013**

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Sales of discount summer, ski, and movie theater tickets.												
01450	4620	<b>EDUCATION/TRAINING</b>	1,100	1,500	1,500	903	60.2%	500	500	500	(1,000)	-66.7%
1 day Seminars/training for department staff. Decrease of \$800 allocated to account 01-450-3310. Reducing total professional staff training by \$200.												
01450	5210	<b>CONTRIB TO SPORTS ORGANIZATION</b>	24,700	24,700	24,700	24,700	100.0%	24,700	24,700	24,700	0	0.0%
Grants for Sports Organizations as follows: UM Baseball Association - \$2,850.00 UM Crew Boosters Association - \$2,850.00 UM Football Association - \$2,850.00 Upper Merion Aquatics Club - \$2,850.000 King of Prussia Soccer Club - \$2,850.00 UM Lacrosse Club - \$2,850.00 UM Wrestling Association, Valley Forge Generals, UM Music Boosters; UM SPRING all at \$1,900.00 each;												
01450	9600	<b>EQPT DEPRECIATION CHARGE</b>	0	0	0	0	0.0%	7,630	3,815	3,815	3,815	0.0%
Annual depreciation charge for equipment included in the equipment replacement fund.												
<b>TOTAL MISCELLANEOUS</b>			<b>420,105</b>	<b>512,950</b>	<b>512,150</b>	<b>450,244</b>	<b>87.9%</b>	<b>527,580</b>	<b>523,765</b>	<b>523,765</b>	<b>11,615</b>	<b>2.3%</b>
<b>Grand Total:</b>			<b>1,296,352</b>	<b>1,551,797</b>	<b>1,551,797</b>	<b>1,391,822</b>	<b>89.7%</b>	<b>1,690,683</b>	<b>1,641,851</b>	<b>1,641,851</b>	<b>90,054</b>	<b>5.8%</b>



**DEBT 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>NON-REVENUE</b>										
01475 0000 PAYING AGENT FEE	2,000	3,000	3,000	2,000	66.7%	2,000	2,000	2,000	(1,000)	-33.3%
Fees to various financial institutions for administration of bond issues. Outstanding issues are: 2009 GO & 2010 GO Bonds.										
<b>TOTAL NON-REVENUE</b>	<b>2,000</b>	<b>3,000</b>	<b>3,000</b>	<b>2,000</b>	<b>66.7%</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>(1,000)</b>	<b>-33.3%</b>
<b>MISCELLANEOUS</b>										
01471 4000 PRINCIPAL	502,058	733,096	733,096	808,423	110.3%	823,430	823,430	823,430	90,334	12.3%
Principal on bonded debt & other general obligation notes/loans. Current GF debt includes: 2009 GOB - 2023 maturity 2010 GOB - 2016 maturity 2011 PIB loan - 2021 maturity										
01472 4000 INTEREST	294,182	303,115	303,115	316,290	104.3%	300,803	300,803	300,803	(2,312)	-0.8%
Interest on bonded debt & other general obligation notes/loans. Current GF debt includes: 2009 GOB - 2023 maturity 2010 GOB - 2016 maturity 2011 PIB loan - 2021 maturity										
<b>TOTAL MISCELLANEOUS</b>	<b>796,240</b>	<b>1,036,211</b>	<b>1,036,211</b>	<b>1,124,713</b>	<b>108.5%</b>	<b>1,124,233</b>	<b>1,124,233</b>	<b>1,124,233</b>	<b>88,022</b>	<b>8.5%</b>
<b>Grand Total:</b>	<b>798,240</b>	<b>1,039,211</b>	<b>1,039,211</b>	<b>1,126,713</b>	<b>108.4%</b>	<b>1,126,233</b>	<b>1,126,233</b>	<b>1,126,233</b>	<b>87,022</b>	<b>8.4%</b>



**MISCELLANEOUS 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>NON-REVENUE</b>												
01492	0004	TRANSFER TO LIBRARY	0	0	0	0	0.0%	0	66,232	66,232	66,232	0.0%
<p>General Fund dollars used to supplement library dept. operating budget 2013: per direction of the BOS at 11/8/12 budget workshop</p>												
01495	0098	TRANSP AUTH-COMP./EXPENSE	14,262	16,135	16,135	14,456	89.6%	1,000	1,000	1,000	(15,135)	-93.8%
<p>Wages and expenses incurred during the year by the Genl Fund on behalf of the Trans. Auth. These expenses are fully reimbursed by the Trans portation Authority &amp; are reconciled and reimbursed in the 1st qtr of the subsequent budget year. See account 01-395-0098 for reimbursement.</p> <p>Due to a change in accounting for 2013, this account represents expense for the recording secretary to attend meeting and any miscellaneous expenses for postage, record retention etc. Whatever the expense totals at end of year, will be fully reimbursed by the transportation authority.</p>												
<b>TOTAL NON-REVENUE</b>			<b>14,262</b>	<b>16,135</b>	<b>16,135</b>	<b>14,456</b>	<b>89.6%</b>	<b>1,000</b>	<b>67,232</b>	<b>67,232</b>	<b>51,097</b>	<b>316.7%</b>
<b>PROFESSIONAL SERVICE</b>												
01493	3300	DUES-GVFTMA	20,000	20,000	20,000	20,000	100.0%	20,000	20,000	20,000	0	0.0%
<p>Membership fee paid to the Greater Valley Forge Transp. Management Association.</p>												
01493	3320	RESIDENTIAL RAMBLER	222,582	211,692	211,692	211,372	99.8%	217,292	217,292	217,292	5,600	2.6%



**MISCELLANEOUS 2013**

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Cost to operate the Residential Rambler shuttle bus service. 2013: 2 routes for 2 vehicles M-F service=\$178,720 Sat service= \$26,104 Admin fee= \$10,668 Printing of Schedules= \$1,800											
01493	3380 TMA BUS SHELTER CONTRACT	5,000	5,000	5,000	5,000	100.0%	5,000	5,000	5,000	0	0.0%
Contract with the GVFTMA to inspect bus shelters.											
01493	3600 UTIL- OTHER TWP FACILITIES	0	0	0	1,727	0.0%	1,000	1,000	1,000	1,000	0.0%
Utiliites and maintenance costs for the buildings owned by UMT at 135 E. Valley Forge Road.											
01493	3730 VACANT OFFICE BLDG EXP.	2,970	2,239	2,239	2,899	129.5%	3,221	2,391	2,391	152	6.8%
Share of building, utiliites and equipment maintenance costs for the vacant office.											
01493	3735 R E TAX OFFICE BLDG EXPENSES	4,366	4,342	4,342	4,266	98.2%	4,649	4,515	4,515	173	4.0%



**MISCELLANEOUS 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Share of building, utilities and equipment maintenance costs for the Tax Collectors Office.												
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>254,917</b>	<b>243,273</b>	<b>243,273</b>	<b>245,264</b>	<b>100.8%</b>	<b>251,162</b>	<b>250,198</b>	<b>250,198</b>	<b>6,925</b>	<b>2.8%</b>
<b>MISCELLANEOUS</b>												
01481	4303	<b>FIRE - LST EXP</b>	49,905	49,905	49,905	49,905	100.0%	49,905	49,905	49,905	0	0.0%
Amount due to the Fire Apparatus fund for homestead real estate tax r eduction. This amount is collected and included in the total EMST col lection. See revenue acct 01-310-0400 for total EMST collection.												
01481	4304	<b>LIBRARY - LST EXPENSE</b>	264,471	264,471	264,471	264,471	100.0%	264,471	264,471	264,471	0	0.0%
Amount due to the Library fund for homestead real estate tax reductio n. This amount is collected and included in the total EMST collection . See revenue acct 01-310-0400 for total EMST collection.												
01481	4305	<b>MUNI - LST EXPENSE</b>	106,778	106,778	106,778	106,778	100.0%	106,778	106,778	106,778	0	0.0%
Amount due to the Municipal Bldg Tax fund for homestead real estate t ax reduction. This amount is collected and included in the total EMST collection. See revenue acct 01-310-0400 for total EMST collection.												
01481	4306	<b>PARK CAP - LST EXP</b>	0	0	0	0	0.0%	26,941	26,941	26,941	26,941	0.0%



**MISCELLANEOUS 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Amount due to the Park Capital Tax fund for homestead real estate tax reduction. This amount is collected and included in the total EMST collection. See revenue acct 01-310-0400 for total EMST collection. \$2 8,661 is deducted from revenue in acct 01301-0110 for net collection.										
<b>01481 4307 CAPITAL TAX - LST EXPENSE</b>	0	0	0	0	0.0%	75,924	75,924	75,924	75,924	0.0%
Amount due to the Capital Tax fund for homestead real estate tax reduction. This amount is collected and included in the total EMST collection. See revenue acct 01-310-0400 for total EMST collection. \$80,701 is deducted from revenue in acct 01301-0110 for net collection.										
<b>01481 4310 OPEN SPACE-LST EXPENSE</b>	49,455	49,455	49,455	49,455	100.0%	49,455	49,455	49,455	0	0.0%
Amount due to the Open Space Tax fund for homestead real estate tax reduction. This amount is collected and included in the total EMST collection. See revenue acct 01-310-0400 for total EMST collection. Transfer of funds to the Library Fund to supplement the Library Budget.										
<b>01495 9500 ACCRUED EXPENSES</b>	400	50,000	50,000	120	0.2%	1,000	1,000	1,000	(49,000)	-98.0%
This account pays for expenses that were encumbered and incurred at the end of the prior year.										
<b>01495 9700 CONTINGENCIES</b>	84,853	150,000	150,000	48,971	32.6%	150,000	150,000	150,000	0	0.0%



**MISCELLANEOUS 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Reserve to be used for unexpected expenses & contingencies.										
01495 9800 SETTLEMENT EXPENSE	70,800	67,200	67,200	1,067,200	1,588.1%	63,600	63,600	63,600	(3,600)	-5.4%
<p>\$60,000 - Settlement Agreement-Godschalk - year 10 of10 plus interest of \$3,600</p> <p>2012 actual includes the settlement payment of \$1,000,000 f or the Hankin/Realen matter.</p>										
<b>TOTAL MISCELLANEOUS</b>	<b>626,662</b>	<b>737,809</b>	<b>737,809</b>	<b>1,586,900</b>	<b>215.1%</b>	<b>788,074</b>	<b>788,074</b>	<b>788,074</b>	<b>50,265</b>	<b>6.8%</b>
<b>Grand Total:</b>	<b>895,841</b>	<b>997,217</b>	<b>997,217</b>	<b>1,846,621</b>	<b>185.2%</b>	<b>1,040,236</b>	<b>1,105,504</b>	<b>1,105,504</b>	<b>108,287</b>	<b>10.9%</b>



# LIQUID FUEL FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>REVENUES</b>										
35355 0200 LIQUID FUELS TAX (Act655)	(523,098)	(546,828)	(546,828)	(552,304)	101.0%	(528,362)	(528,362)	(528,362)	18,466	-3.4%
<p>The Township receives an allocation from the Commonwealth of PA based on the amount of road mileage (83.89) and population (2010 census of 28,395).</p>										
35355 0201 STATE ROAD TURNBACK (Act32)	(5,840)	(5,840)	(5,840)	(5,840)	100.0%	(5,840)	(5,840)	(5,840)	0	0.0%
<p>The PA Dept of Transportation allocates \$4,000 per mile for state hwy which are transferred to the township. The amount is based on turnback mileage of 1.46. Amount from Liquid Fuel Fund reserve: 2007-\$1 35,000</p>										
<b>TOTAL REVENUES</b>	<b>528,938</b>	<b>552,668</b>	<b>552,668</b>	<b>558,144</b>	<b>101.0%</b>	<b>(534,202)</b>	<b>(534,202)</b>	<b>(534,202)</b>	<b>18,466</b>	<b>-3.3%</b>
<b>NON-REVENUE</b>										
35399 0000 BUDGETARY RESERVE	0	(1,000,000)	(1,000,000)	0	0.0%	0	(225,000)	(225,000)	775,000	-77.5%
<p>Fund Balance in Liquid Fuels Fund projected to be used for the 2013 resurfacing program.</p>										
<b>TOTAL NON-REVENUE</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>(225,000)</b>	<b>(225,000)</b>	<b>775,000</b>	<b>-77.5%</b>
<b>Grand Total:</b>	<b>528,938</b>	<b>1,552,668</b>	<b>1,552,668</b>	<b>558,144</b>	<b>35.9%</b>	<b>(534,202)</b>	<b>(759,202)</b>	<b>(759,202)</b>	<b>793,466</b>	<b>-51.1%</b>



**LIQUID FUEL FUND EXPENSE 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>OPERATING SUPPLIES</b>												
35432	2452	SNOW REMOVAL MAINTENANCE	0	0	0	0	0.0%	0	0	0	0	0.0%
<b>TOTAL OPERATING SUPPLIES</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>PROFESSIONAL SERVICE</b>												
35430	3170	SNOW & ICE CONTROL	0	0	0	0	0.0%	0	0	0	0	0.0%
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>MISCELLANEOUS</b>												
35430	4580	LIQUID FUELS-RESURFACING	0	1,552,668	1,552,668	77,311	5.0%	534,202	759,202	759,202	(793,466)	-51.1%
<p>The cost to resurface various township roads and streets using liquid fuels funds allocated from the State. This account pays for the materials/supplies/contracts for resurfacing projects. Any engineering/inspection expenses are funded by the general fund in account 01430-4580</p>												
<b>TOTAL MISCELLANEOUS</b>			<b>0</b>	<b>1,552,668</b>	<b>1,552,668</b>	<b>77,311</b>	<b>5.0%</b>	<b>534,202</b>	<b>759,202</b>	<b>759,202</b>	<b>(793,466)</b>	<b>-51.1%</b>
<b>Grand Total:</b>			<b>0</b>	<b>1,552,668</b>	<b>1,552,668</b>	<b>77,311</b>	<b>5.0%</b>	<b>534,202</b>	<b>759,202</b>	<b>759,202</b>	<b>(793,466)</b>	<b>-51.1%</b>



**LIBRARY FUND REVENUE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>REVENUES</b>										
04301 0100 R.E. TAXES - CURRENT	(1,436,148)	(1,438,914)	(1,438,914)	(1,388,785)	96.5%	(1,427,538)	(1,427,538)	(1,427,538)	11,376	-0.8%
<p>Current Real Estate Taxes are based on county tax assessments. This revenue item is affected by assessment appeals which reduce receipts and construction activity which increases receipts. This tax is collected by an elected tax collector. The tax is determined by multiplying the assessment by tax rate millage .508 (.000508)</p> <p>Budget amount is at 98% collection.            Assmt as of 10/4/12 \$3,427,996,783 x .000508 x 98% - \$ 264,471 = \$1,442,123            Homestead Exclusion = \$264,471</p> <p>\$1,442,123 - \$14,585 = \$1,427,538</p> <p>TAX PAYMENT CREDITS FOR 2013:            GSK-\$14,585            Total=\$14,585</p>										
04301 0200 R.E. TAXES - PRIOR	0	(3,000)	(3,000)	(5,890)	196.3%	(5,000)	(5,000)	(5,000)	(2,000)	66.7%
<p>Real Estate Taxes remitted to the Township from the Real Estate Tax Collector after the close of 12/31. The tax money is received in the following year for the previous year.</p>										
04301 0600 R.E. TAXES - INTERIM	(10,599)	(7,000)	(7,000)	(16,735)	239.1%	(10,000)	(10,000)	(10,000)	(3,000)	42.9%



# LIBRARY FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Partial year Real Estate payments for properties undergoing construction. The county Assessors Office occasionally makes interim assessments on properties that are undergoing construction that will change the assessed value. This revenue item represents tax payments on interim assessments.</p>										
<b>04310 0400 LOCAL SERVICES TAX</b>	(264,471)	(264,471)	(264,471)	(264,471)	100.0%	(264,471)	(264,471)	(264,471)	0	0.0%
<p>Proportionate share of LST due to homestead real estate tax reduction.</p>										
<b>04331 0200 FINES</b>	(12,438)	(10,000)	(10,000)	(12,453)	124.5%	(10,000)	(12,500)	(12,500)	(2,500)	25.0%
<p>Fines charged for overdue materials.</p>										
<b>04341 0100 INTEREST</b>	(1,118)	(900)	(900)	(1,142)	126.9%	(900)	(900)	(900)	0	0.0%
<p>Interest earned on Library fund balance.</p>										
<b>04354 0120 STATE AID</b>	(83,655)	(83,646)	(83,646)	(83,646)	100.0%	(83,646)	(83,646)	(83,646)	0	0.0%



# LIBRARY FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Annual appropriation from the department of education.										
<b>04367 0620 CONTRIBUTIONS/DONATIONS</b>	(2,843)	(1,000)	(3,750)	(10,219)	272.5%	(13,000)	(13,000)	(13,000)	(9,250)	246.7%
Donations made to Upper Merion Township Library.										
Misc. Contributions and Donations \$8,000 Powell Foundation Grant rec'd 2012: \$5,000 (0425 2-4000)										
<b>04367 0640 LOST OR DAMAGED</b>	(3,566)	(3,500)	(3,500)	(2,432)	69.5%	(3,500)	(3,500)	(3,500)	0	0.0%
Reimbursements for materials that have been lost or damaged.										
<b>04367 0650 PHOTOCOPIES</b>	(338)	(300)	(300)	(391)	130.4%	(400)	(400)	(400)	(100)	33.3%
The income from the public use of the photocopy machine.										
<b>04367 0660 MISCELLANEOUS</b>	(2,655)	(1,000)	(11,884)	(14,104)	118.7%	(15,000)	(15,000)	(15,000)	(3,116)	26.2%



# LIBRARY FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Miscellaneous receipts not categorized. This account is used for any money received that does not have a specific General Ledger number assigned to it. Also includes revenue from video games, circulation software, AV, book rentals and fees for printer use.            Note: These last items of revenue are subject to the 6% PA Sales Tax. The tax is remitted to the State through account 04456-2900.</p>										
04367 0670 NON-RESIDENT FEES	(50)	0	0	0	0.0%	0	0	0	0	0.0%
<p>These are funds from ACCESS PA which is a state subsidy for loaning materials to people who do not live in the Township. Budget amount reduced for 2010 due to reduction in state aid.</p>										
<b>TOTAL REVENUES</b>	<b>1,817,881</b>	<b>1,813,731</b>	<b>1,827,365</b>	<b>1,800,269</b>	<b>98.5%</b>	<b>(1,833,455)</b>	<b>(1,835,955)</b>	<b>(1,835,955)</b>	<b>(8,590)</b>	<b>0.5%</b>
<b>NON-REVENUE</b>										
04392 0001 TRANSFER FROM GF	0	0	0	0	0.0%	0	(66,232)	(66,232)	(66,232)	0.0%
<p>Amount from General Fund to supplement library revenue.</p> <p>2013: this account was presented to BOS with a -0- Mgr Recmnd. After the review with the BOS on 11/8, upon their direction, \$66,232 was incorporated into the budget.</p>										
04399 0000 BUDGETARY RESERVE	0	0	0	0	0.0%	0	0	0	0	0.0%



# LIBRARY FUND REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
TOTAL NON-REVENUE	0	0	0	0	0.0%	0	(66,232)	(66,232)	(66,232)	0.0%
<b>Grand Total:</b>	<b>1,817,881</b>	<b>1,813,731</b>	<b>1,827,365</b>	<b>1,800,269</b>	<b>98.5%</b>	<b>(1,833,455)</b>	<b>(1,902,187)</b>	<b>(1,902,187)</b>	<b>(74,822)</b>	<b>4.1%</b>



**LIBRARY FUND EXPENSE 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
04456	1220	<b>COMPENSATION - HEAD LIBRARIAN</b>	91,383	95,353	95,353	95,354	100.0%	99,453	99,453	99,453	4,100	4.3%
Compensation for the Library Director												
04456	1300	<b>SALARIES/WAGES PROFESSIONAL ST</b>	249,130	261,055	261,055	260,009	99.6%	271,850	271,850	271,850	10,795	4.1%
Includes salaries of one reference librarian, two children's librarians, and a cataloger.												
04456	1400	<b>SALARIES/WAGES CLERICAL &amp; OTH</b>	231,543	227,333	227,333	227,208	99.9%	238,127	238,127	238,127	10,794	4.7%
Includes full time clerical support staff.												
04456	1560	<b>HEALTH &amp; ACCIDENT</b>	131,423	158,781	158,781	142,613	89.8%	151,193	151,193	151,193	(7,588)	-4.8%
Medical, Life and Disability Insurance.												
04456	1570	<b>WORKERS' COMP</b>	3,799	3,426	3,426	3,382	98.7%	3,968	3,968	3,968	542	15.8%



# LIBRARY FUND EXPENSE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Workers compensation insurance annual premium.										
<b>04456 1600 EMPLOYEES PENSION FUND</b>	36,272	35,645	35,645	35,528	99.7%	37,365	37,365	37,365	1,720	4.8%
Pension contribution is based on 6% of all fulltime employee salary/wa ges, overtime, & other personnel svc accounts.										
<b>04456 1610 EMPLOYER'S SHARE OF FICA TAXES</b>	71,583	71,918	71,918	73,020	101.5%	75,683	75,683	75,683	3,765	5.2%
FICA is based on 7.65% of all salary/wages/overtime/pers svc for all F /T & P/T staff.										
<b>04456 1810 SALARY PROF STAFF-P.T.</b>	140,725	120,250	140,134	149,982	107.0%	128,161	128,161	128,161	(11,973)	-8.5%
Salaries for p/t storyteller, TP adult librarians, PT children's libra rians and cataloger. Includes \$2,500 from Powell Grant.										
<b>04456 1811 SALARY CLERICAL-P.T.</b>	200,583	225,758	225,758	217,295	96.3%	238,417	238,417	238,417	12,659	5.6%



# LIBRARY FUND EXPENSE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Includes Children's Processing, Adult Processing, Adult and Children's circulation and Adult and Children's pages. Includes \$2,500 from Powell Grant.										
<b>04456 1855 TUITION REIMBURSEMENT</b>	3,483	9,855	9,855	8,577	87.0%	2,700	2,700	2,700	(7,155)	-72.6%
Tuition reimbursement for children's librarian (graduate program)										
<b>04456 1900 OTHER PERSONNEL SERVICES</b>	31,642	10,350	10,350	10,077	97.4%	13,316	13,316	13,316	2,966	28.7%
Wellness incentive and miscellaneous personnel expenses. Also includes def comp contribution for dept dir. per memo of understanding.										
<b>TOTAL PERSONNEL SERVICES</b>	<b>1,191,566</b>	<b>1,219,724</b>	<b>1,239,608</b>	<b>1,223,044</b>	<b>98.7%</b>	<b>1,260,233</b>	<b>1,260,233</b>	<b>1,260,233</b>	<b>20,625</b>	<b>1.7%</b>
<b>OPERATING SUPPLIES</b>										
<b>04456 2100 OFFICE SUPPLIES</b>	7,771	7,770	7,770	7,825	100.7%	7,770	7,770	7,770	0	0.0%
Supplies supporting office functions.										
<b>04456 2471 LIBRARY PROGRAMS</b>	9,930	9,600	9,600	9,556	99.5%	9,600	9,600	9,600	0	0.0%



# LIBRARY FUND EXPENSE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Children's and adults programs. Township allocation - \$9,600										
<b>04456 2472 BOOKS - GENERAL</b>	56,966	57,008	49,008	49,005	100.0%	57,008	57,008	57,008	8,000	16.3%
Funds for adult non-fiction and fiction books. Township allocation - \$57,008										
<b>04456 2473 BOOKS - CHILDRENS</b>	40,006	40,102	40,102	40,078	99.9%	40,102	40,102	40,102	0	0.0%
Books for childrens collection.										
<b>04456 2474 BOOKS - REFERENCE</b>	28,303	29,124	29,124	29,124	100.0%	29,124	29,124	29,124	0	0.0%
Materials for reference collection.										
<b>04456 2475 PERIODICALS</b>	9,839	9,850	9,850	9,431	95.7%	9,850	9,850	9,850	0	0.0%



# LIBRARY FUND EXPENSE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Materials for periodical section.										
<b>04456 2476 AUDIO VISUAL</b>	9,915	9,915	9,915	9,915	100.0%	9,915	9,915	9,915	0	0.0%
Funds for music cds, dvds, and video games										
<b>04456 2477 CHILDRENS AUDIO VISUAL</b>	8,687	8,688	8,688	8,239	94.8%	8,688	8,688	8,688	0	0.0%
Children's CDs, music tapes, and cassette kits										
<b>04456 2478 LIBRARY SUPPLIES</b>	17,943	17,950	20,700	19,550	94.4%	17,950	17,950	17,950	(2,750)	-13.3%
Supplies for processing library materials.										
<b>04456 2479 BOOK CHILDRENS REFERENCE</b>	5,589	5,670	5,670	5,670	100.0%	5,670	5,670	5,670	0	0.0%



# LIBRARY FUND EXPENSE 2013

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Reference materials for the children's												
04456	2480	<b>BOOKS-YOUNG ADULT</b>	2,866	2,933	2,933	2,720	92.7%	2,933	2,933	2,933	0	0.0%
Books for middle and high school age children.												
04456	2481	<b>BOOK-LARGE PRINT</b>	12,984	14,778	14,778	13,499	91.3%	14,778	14,778	14,778	0	0.0%
Funds for large print books for the adult collection.												
04456	2482	<b>BOOKS-AUDIO BOOKS</b>	31,092	33,774	33,774	32,504	96.2%	33,774	33,774	33,774	0	0.0%
Funds for books on cassette and book compact discs for the adult collection.												
04456	2900	<b>OTHER - MISCELLANEOUS</b>	0	0	0	675	0.0%	850	850	850	850	0.0%



# LIBRARY FUND EXPENSE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Charge for sales tax remitted to State for revenue collected on video games, circulation software, AV rentals, book rentals and fees for printer use.										
<b>TOTAL OPERATING SUPPLIES</b>	<b>241,892</b>	<b>247,162</b>	<b>241,912</b>	<b>237,790</b>	<b>98.3%</b>	<b>248,012</b>	<b>248,012</b>	<b>248,012</b>	<b>6,100</b>	<b>2.5%</b>
<b>PROFESSIONAL SERVICE</b>										
04456 3190 OTHER PROFESSIONAL SERVICES	1,200	1,330	1,330	1,200	90.2%	1,330	1,330	1,330	0	0.0%
Account includes the following: Drug/alcohol testing-\$130 Lib. share C TY - \$1,200										
04456 3210 TELEPHONE EQUIP & CHARGES	1,846	2,016	2,016	1,745	86.6%	1,876	1,876	1,876	(140)	-6.9%
Share of all telephone expense.										
04456 3250 SIGNS/MAILINGS/POSTAGE	3,586	5,296	5,296	2,870	54.2%	5,296	5,296	5,296	0	0.0%
Postage and associated charges to include share of the monthly lease payment for postage machine.										
04456 3310 TRAVEL/FOOD EXPENSE	873	2,000	2,000	1,503	75.2%	2,000	2,000	2,000	0	0.0%



**LIBRARY FUND EXPENSE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funds for continuing education, conferences and meeting responsibilities of the director & professional staff.										
<b>04456 3400 ADVERTISING/PRINTING/BINDINGS</b>	3,284	3,305	3,305	3,193	96.6%	3,305	3,305	3,305	0	0.0%
Funds for printing and public information functions. Includes funds for ordinance update.										
<b>04456 3520 LIABILITY INSURANCE</b>	2,824	3,018	3,018	2,988	99.0%	3,172	3,172	3,172	154	5.1%
Annual premium for liability & prop/equip insurance.										
<b>04456 3600 UTILITIES</b>	39,523	39,775	39,775	36,546	91.9%	36,184	36,184	36,184	(3,591)	-9.0%
Share of electric/water/heating/sewer. This amount is a % allocation of the total budget for line-item 01-436-3600.										
<b>04456 3700 MAINTENANCE CONTRACTS</b>	9,979	9,257	9,257	9,124	98.6%	10,051	10,051	10,051	794	8.6%



**LIBRARY FUND EXPENSE 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Share of equipt maint contracts for the buildings HVAC system.												
04456	3730	<b>BUILDING MAINTENANCE</b>	102,486	98,593	98,593	99,046	100.5%	109,391	105,287	105,287	6,694	6.8%
Share of building maintenance expense. Based on a % allocation from a ccounts in the 01-436 division budget. This expense includes janitoria l services, supplies & wages.												
04456	3740	<b>EQUIPMENT MAINTENANCE</b>	0	1,000	1,000	0	0.0%	1,600	1,600	1,600	600	60.0%
Maintenance expense for Lib. Security Alarm System												
04456	3745	<b>INFO TECH MAINTENANCE</b>	108,627	117,065	117,065	112,252	95.9%	152,479	146,142	146,142	29,077	24.8%
Departmental share of the Information Technology Dept Budget												
04456	3746	<b>LIBRARY COMP MAINTENANCE</b>	43,036	50,694	50,694	47,022	92.8%	50,694	50,694	50,694	0	0.0%



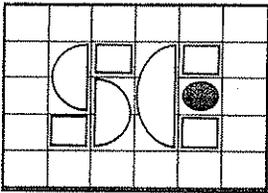
# LIBRARY FUND EXPENSE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Maintenance for MCLINC										
04456 3840 EQUIPMENT RENTAL	3,681	4,000	4,000	3,652	91.3%	4,000	4,000	4,000	0	0.0%
Charges for monthly copier costs.										
<b>TOTAL PROFESSIONAL SERVICE</b>	<b>320,945</b>	<b>337,349</b>	<b>337,349</b>	<b>321,141</b>	<b>95.2%</b>	<b>381,378</b>	<b>370,937</b>	<b>370,937</b>	<b>33,588</b>	<b>10.0%</b>
<b>MISCELLANEOUS</b>										
04456 4200 DUES/MEMBERSHIPS/SUBSCRIPTIONS	1,801	1,900	1,900	1,666	87.7%	1,900	1,900	1,900	0	0.0%
Annual cost for memberships in professional organizations.										
04456 4620 TRAINING & EDUCATION	171	1,140	140	0	0.0%	1,140	750	750	610	435.7%
Used for McLINC Training and other library training, not specified by the township.										
04456 4630 CONFERENCE REGISTRATION	535	1,765	1,765	1,023	57.9%	1,765	1,765	1,765	0	0.0%



# LIBRARY FUND EXPENSE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
This will allow staff to attend local conferences and training.										
04456 7400 EQUIPMENT PURCHASED	638	500	500	308	61.5%	500	500	500	0	0.0%
Small items of equipment that may be purchased during the year.										
04456 9600 EQPT DEPRECIATION CHARGE	0	0	0	0	0.0%	36,180	18,090	18,090	18,090	0.0%
Annual depreciation charge for equipment included in the equipment replacement fund.										
<b>TOTAL MISCELLANEOUS</b>	<b>3,145</b>	<b>5,305</b>	<b>4,305</b>	<b>2,996</b>	<b>69.6%</b>	<b>41,485</b>	<b>23,005</b>	<b>23,005</b>	<b>18,700</b>	<b>434.4%</b>
<b>Grand Total:</b>	<b>1,757,548</b>	<b>1,809,540</b>	<b>1,823,174</b>	<b>1,784,972</b>	<b>97.9%</b>	<b>1,931,108</b>	<b>1,902,187</b>	<b>1,902,187</b>	<b>79,013</b>	<b>4.3%</b>



## S C Engineers, Inc.

Daniel J. Shoemaker, P.E.  
Alfred S. Ciottoni, P.E.  
Jeffrey J. Morgan, P.E.

November 30, 2012

2007-06

Upper Merion Township  
Board of Supervisors  
175 W. Valley Forge Road  
King of Prussia, PA 19406-0139

Attention: Mr. Ronald G. Wagenmann  
Township Manager

Subject: 2013 Proposed Township Sewage System Operational & Capital Budgets  
Upper Merion Township

Ladies and Gentlemen:

In accordance with the request of Upper Merion Township (Township) and as consulting engineer to the Upper Merion Municipal Utility Authority (Authority), we have reviewed and hereby recommend approval of the proposed Township Sewer Revenue Account (SRA) 2013 Budget. This budget for the sanitary sewage system is divided into two separate components – operations and capital. The overall expense reflects an operational budget of \$6,014,504 and a capital improvement budget of near \$3,104,938. The budget shows projected revenues of \$6,025,130. The projected revenues will fund the operational portion of the budget and the balance, \$10,626 along with the \$140,000 from a rate adjustment, is to be applied to assist in funding the capital improvement portion of the budget. The remainder is to be funded from a bond issue and state grant of \$2,354,938 (previously anticipated to be employed in 2012) with SRA cash carryover and reserves being employed to fund the balance. This budget addresses the sewage system in accordance with the terms of the Township's contract and lease with the Authority. This approval letter does not reflect the Township's 2009 bond issue, which in part replaces the defeased Authority 2003 bond issue, and its associated debt service. The Authority's portion of debt service for the Township's 2009 bond issue still remains the funding responsibility of the Authority. The Township will continue contributing, as shown in the SRA budget, \$480,000 to assist in defraying a portion of this debt expense.

A review of the budget has been made, and we offer the following comments:

### REVENUE

The proposed budget projects Year 2013 revenues are adequate to fund sewage system operational expenses and debt on the 2012 borrowing. It was observed that the revenue line items reveal 1) both residential and commercial accounts show increased income projections, 2) interest earned on cash and investments shows a continued decrease and 3) Tredyffrin Township's billing continues to reflect actual usage projections. As indicated above, a significant portion of the capital budget is being funded through a Township bond issue. The Township is in Year Three of its continued Equivalent Dwelling Unit annual eight (8.00) dollar sewer rental increase and those funds are dedicated to capital projects. As noted last year, future projected capital expenses, now estimated at near \$10,200,000 in the five-year capital program, show that the continued use of carry-over cash reserve funds and the Equipment Replacement Fund, when employed, will utilize most of these funding sources within this time period. It

# S C Engineers, Inc.

2007-06

Upper Merion Township

Board of Supervisors

Upper Merion Township

2013 Township Sewage System Operational & Capital Budgets

November 30, 2012

Page 2

is recognized that projects reflected in the 5-Year Capital Budget maybe delayed and other line items reflect potential expenses – sinkholes, emergency line replacement work; however, these funds are still projected to be substantially reduced in this time frame.

We concur that the revenue financial information shown is reasonable and adequate to fund this year's budget. As noted above, a large portion of the capital expenditure is being funded through a loan. Staff continues to monitor the commercial revenue portion of the budget recognizing the current economic market.

## EXPENSES

A line-by-line review of budgetary expenses indicates that each item presented is necessary to adequately maintain the sewage system. As we have reported in past years, we believe a continuing concentrated effort has been made to reduce the controllable operating expense line items, which reached their minimum practical level several years ago. General operating costs are almost neutral as related to the plants and collection system utility, general and chemicals expenses along with normal long-term general repair costs associated with facility age. It was noted that a slight overall increase in insurance costs is being projected. Both treatment plants were modernized well over fifteen (15) years ago and will require increased replacement and repair costs as the year's progress. Labor costs show an approximate 4.5 percent increase for 2013.

This upcoming year's budget shows significant capital repair/replacement expenditures being made related to replacing dewatering equipment (at both plants over the next two years) and to fund the balance of a CFA grant for Matsunk repair work. It is noted that previously identified 2013 projects are being moved to future time-frames, throughout the five-year program. The 2013 capital budget items are shown to be necessary and reflect a long-term Township commitment to maintain the sewage facilities in a good operating condition and display the Township's dedication to the environment. It is recognized that the current economy is impacting this program.

## COMMENTS

The budget is divided into two segments – operations and capital. The capital program, as stated above, is based upon a five-year projection plan for capital equipment replacement and repairs. This is an excellent management tool to adequately plan for the future in a fiscally sound manner. We note that some 2013 identified expenses are contingency items owing to the age of plant and collection system components.

The two major expense items are sludge disposal and electric rates. It is noted for 2013 that electric rates have stabilized. As previously reported, the Township continues to work to reduce electrical cost through an agreement with an alternative power supplier that helps contain those costs over the next several years and the staff over the past few years has been working to identifying and replaced various system components to reduce electrical consumption. As indicated above, dewatering equipment at both plants is being replaced owing to age and this action will allow a higher level of solids to be achieved with this equipment – less water in the sludge – which reduces the volume hauled and this directly impacts hauling and landfill disposal fees.

# S C Engineers, Inc.

2007-06

Upper Merion Township  
Board of Supervisors

Upper Merion Township

2013 Township Sewage System Operational & Capital Budgets

November 30, 2012

Page 3

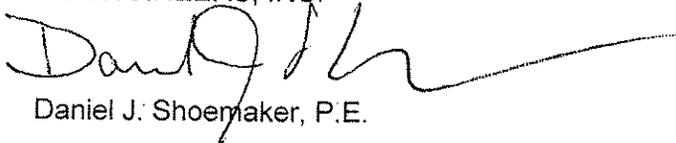
The development of the golf course site, starting in 2012, is providing a new continuing source of revenue (residential and commercial) to enhance income. The mall is proposing to undergo an expansion that may also increase revenues in the next several years. These sources along with rate adjustments will be necessary in future years, since we do not note any potential means to reduce operating expenses without a reduction in the level-of-effort. As you are aware, many costs are driven by factors beyond Township control – annual wage adjustments, insurances, electrical rates, sludge disposal, etc.

One of the long-term continuing areas of concern, as stated above, although not a specific issue for this budget year is the Township's capital improvement/maintenance program, which has been funded primarily by prior year's SRA cash reserves and will in the future through the equipment reserve funds and/or, as this year, through outside borrowing. The need to maintain and replace facilities will only increase in future years owing to the age of many system components. Any long-term consideration of funding this entire or a significant portion of the capital program budget out of reserves needs to be reviewed. In that light, it is noted that the Equipment Depreciation line item appears to be underfunded. We would suggest that in future that a larger dedicated portion of the annual user fee be set aside to fund this program. The continued support of the rate enhancement program is a good start to that need.

Should you have any questions on the above, please do not hesitate to contact us.

Sincerely,

SC ENGINEERS, INC.

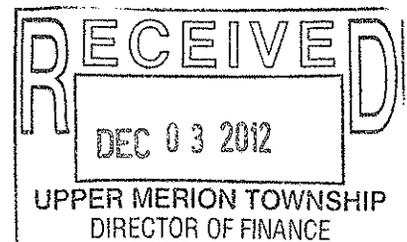


Daniel J. Shoemaker, P.E.

DJS:mc

C:2007:CERT.13

cc: Edward J. O'Brien, Jr., UMT  
Nicholas Hiriak, UMT  
Upper Merion Municipal Utility Authority





# SEWER REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>REVENUES</b>										
<b>08340 0500 SURCHARGES-MIPP</b>	(104,514)	(45,000)	(45,000)	(190,004)	422.2%	(65,000)	(65,000)	(65,000)	(20,000)	44.4%
<p>MIPP surcharges--treatment costs for excess organic materials to the t treatment plant. Industrial User Surcharge Fee Resolution #2004-32 adopted 11/18/04. Estimate based on strength of waste water discharge.</p>										
<b>08341 0100 INTEREST ON INVESTMENTS</b>	(15,874)	(15,000)	(15,000)	(14,068)	93.8%	(13,000)	(13,000)	(13,000)	2,000	-13.3%
<p>Interest on SRA fund balance.</p>										
<b>08354 0100 STATE GRANTS-GENL GOVT</b>	0	0	0	0	0.0%	0	0	0	0	0.0%
<b>08361 0100 SEWER CERTS</b>	(11,050)	(12,000)	(12,000)	(14,420)	120.2%	(12,000)	(12,000)	(12,000)	0	0.0%
<p>Income from Sewer Certification fees @ \$35.00.</p>										
<b>08364 0200 RESIDENTIAL</b>	(2,464,218)	(2,489,750)	(2,489,750)	(2,590,248)	104.0%	(2,650,908)	(2,650,908)	(2,650,908)	(161,158)	6.5%



# SEWER REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Residential Accounts--Approx. 8,339 accounts. Billed semi-annually, bills sent on the following dates-- 1/1 &amp; 7/1. The current residential sewer collection rate is 94%. The 2013 current rates are \$108.00 w/ o garbage disposal and \$116.00 w/garbage disposal (approx. 60% of acct s. are billed at the garbage disposal rate) The current residential collection rate is 94%.</p> <p>New Ordinance #2011-797 effective 1/1/11 the rate increase is \$4.00 per semi-annual billing with a garbage disposal and a step increase over a five year period for non-garbage disposal with an additional \$4.00 per semi-annual billing. The year 2013 is year 3 of 5.</p>										
<b>08364 0300 COMMERCIAL</b>	(1,984,292)	(1,972,391)	(1,972,391)	(2,100,621)	106.5%	(2,133,036)	(2,133,036)	(2,133,036)	(160,645)	8.1%
<p>Commercial accounts--Approx. 836 ACCOUNTS. Billed quarterly, bills sent on the following dates--2/28, 5/30, 8/31 &amp; 11/30. The current commercial sewer collection rate is 98%. This account can also include an y GPD Surcharges for over usage until additional EDU's are purchased.</p> <p>2013 budget figure of \$2,133,036 is based on the 1st &amp; 2nd quarters of 2012 and 3rd &amp; 4th quarters of 2011.</p> <p>2013 Commercial Accounts: 836 2012 Commercial Accounts: 851</p>										
<b>08364 0400 TREDYFFRIN - CONTRACT</b>	(767,865)	(750,000)	(750,000)	(812,887)	108.4%	(760,000)	(760,000)	(760,000)	(10,000)	1.3%



# SEWER REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Annual billing to Tredyffrin Township. Amount based on the last 3 year avg. of audited sewer use charges(less depr.). 2007: \$708,485 2008 : \$716,126 2009: \$761,657 (note:fixed capital charges of 47,518 expired 2008)										
<b>08364 0410 BRIDGEPORT - CONTRACT</b>	(6,048)	(6,048)	(6,048)	(18,592)	307.4%	(19,488)	(19,488)	(19,488)	(13,440)	222.2%
2013: Billing based on 84 edu's at the current Twp. Residential Rate. Billed quarterly.										
2012: Change in agreement during 2012, going from an annual billing of units to a quarterly billing based on edu's.										
2011: The Bridgeport Contract is billed annually at \$5,824.00 for 28 units.										
<b>08364 0420 MATSUNK LEASE - CONTRACT</b>	(46,505)	(50,000)	(50,000)	(46,461)	92.9%	(46,000)	(46,000)	(46,000)	4,000	-8.0%
The Matsunk Contract is billed annually and based on flows-- Pinehill. Budget amount based on the last 4 year average of sewer meter flow/gallons treated. The charges to Tredyffrin Twp. are based on a per 1,000 gallons treated calculation for the operating & maintenance and capital expenses at the Matsunk WWTP.										
<b>08364 0430 VILLAGE AT VALLEY FORGE</b>	0	0	0	(9,607)	0.0%	(25,000)	(25,000)	(25,000)	(25,000)	0.0%
The readings are from meter flows and billed monthly per agreement. The meter readings are supplied from Village at Valley Forge to Wayne Brown @ Sewer Collections.										
For 2012: The rate is \$1.93 per 1,000 gallons										
<b>08364 0440 W. CONSHOHOCKEN - CONTRACT</b>	(6,145)	(5,400)	(5,400)	(5,978)	110.7%	(5,800)	(5,800)	(5,800)	(400)	7.4%



# SEWER REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>The West Conshohocken Contract is billed semi-annually @ approx. \$2,900. 25 units @ \$116.00 semi-annually = \$2,700.00 There are 2 commercial units that fluctuate. (23 Residential and 2 Commercial)</p>										
<b>08364 0450 RADNOR - CONTRACT</b>	(2,376)	(2,808)	(2,808)	(2,464)	87.7%	(2,552)	(2,552)	(2,552)	256	-9.1%
<p>The Radnor Contract is billed semi-annually for 11 units at the current billing rates.</p> <p>2013: 11 units x \$116 = \$2,552.00</p>										
<b>08364 0810 INDUSTRIAL PRE-TREATMENT MIPP</b>	(142,983)	(128,146)	(128,146)	(135,711)	105.9%	(136,346)	(136,346)	(136,346)	(8,200)	6.4%
<p>Permit fees collected from industrial users for administration of the program. MIPP Permit fee, currently 9 accounts which are billed quarterly.</p> <p>The budget figure is an exact calculation.</p> <p>2012: 9 accounts (1 IU is a vacant building and holding permit open and can choose to leave the program at any time.)</p> <p>2013: 9 accounts (1 IU is a vacant building and holding permit open and can choose to leave the program at any time.)</p>										
<b>08364 0900 PENALTIES &amp; INTEREST</b>	(57,621)	(50,000)	(50,000)	(77,513)	155.0%	(50,000)	(50,000)	(50,000)	0	0.0%
<p>Penalty is 10% and the interest is charged at a rate of 00.83% for delinquent accounts. Penalty is a one time charge on the current invoice and interest is assessed monthly on the total unpaid balance.</p>										



# SEWER REVENUE 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
08380 0100 OTHER INCOME	(12,746)	(2,500)	(2,500)	(26,714)	1,068.6%	(8,000)	(8,000)	(8,000)	(5,500)	220.0%
Lien fees, NSF check charges, and other miscellaneous income.										
08380 0400 REIMB FROM UMMUA	(101,096)	(72,000)	(72,000)	(86,129)	119.6%	(88,000)	(88,000)	(88,000)	(16,000)	22.2%
Reimbursement from the Upper Merion Municipal Utility Authority for ex penses advanced by the Sewer Fund.										
Reduction in reimbursement due to 2 staff retirements and positions were not filled.										
08380 0500 REIMB:OTHER EXPENSES	(987)	0	0	0	0.0%	0	0	0	0	0.0%
08380 0510 PJM Electric Market Program	(9,988)	0	0	(11,829)	0.0%	(10,000)	(10,000)	(10,000)	(10,000)	0.0%
Power shaving conservation program (PA/NJ/MD) at the Matsunk WWTP										
<b>TOTAL REVENUES</b>	<b>5,734,307</b>	<b>5,601,043</b>	<b>5,601,043</b>	<b>6,143,247</b>	<b>109.7%</b>	<b>(6,025,130)</b>	<b>(6,025,130)</b>	<b>(6,025,130)</b>	<b>(424,087)</b>	<b>7.6%</b>
<b>Grand Total:</b>	<b>5,734,307</b>	<b>5,601,043</b>	<b>5,601,043</b>	<b>6,143,247</b>	<b>109.7%</b>	<b>(6,025,130)</b>	<b>(6,025,130)</b>	<b>(6,025,130)</b>	<b>(424,087)</b>	<b>7.6%</b>



**SRA-TROUT RUN 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
08421	1220	<b>DIR &amp; ASST. DIR.</b>	28,840	11,628	11,628	11,957	102.8%	12,475	12,475	12,475	847	7.3%
Funding share of Public Works Director.												
08421	1420	<b>PLANT LABOR</b>	390,834	403,158	403,158	401,419	99.6%	421,340	421,340	421,340	18,182	4.5%
Funding salary/wage, increment increase and longevity pay for division personnel.												
08421	1560	<b>HEALTH &amp; ACCIDENT INS.</b>	90,309	87,074	87,074	78,206	89.8%	100,040	100,040	100,040	12,966	14.9%
Funding Life & Disability Annual Premium Insurance and Health Annual Premium Insurance.												
08421	1570	<b>WORKERS' COMP.</b>	29,605	26,700	26,700	26,354	98.7%	30,927	30,927	30,927	4,227	15.8%
Funding Worker's Compensation Annual Premium Insurance.												
08421	1600	<b>PENSION</b>	26,212	25,314	25,314	25,391	100.3%	26,490	26,490	26,490	1,176	4.6%



**SRA-TROUT RUN 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding Employee Pension Contribution's based on 6% of full-time employee salary/wage, overtime and other personnel service.												
08421	1610	FICA	32,941	32,275	32,275	31,898	98.8%	33,775	33,775	33,775	1,500	4.6%
Funding FICA based on 7.65% of salary/wage, overtime and other personnel service for full-time and part-time employees.												
08421	1830	OVERTIME	4,223	4,500	6,000	6,065	101.1%	4,700	4,700	4,700	(1,300)	-21.7%
Funding overtime wages for division employees. Increase needed in 2013 , more employees taking monetary value in lieu of comp time												
08421	1855	TUITION REIMB	505	750	750	565	75.3%	1,000	1,000	1,000	250	33.3%
Funding Tuition Reimbursement of division personnel's continuing education expenses (tuition only). Certification requirements mandate continuing education in order for plant non-management staff to retain state wastewater operator certifications. Increase needed in 2013 since more operators need to take courses.												
08421	1900	OTHER PERSONNEL SERVICES	12,715	2,612	2,612	2,510	96.1%	3,190	3,190	3,190	578	22.1%



**SRA-TROUT RUN 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Wellness incentive and miscellaneous personnel expenses. Also include s share of def comp contribution for dept dir. per memo of understandi ng.										
<b>TOTAL PERSONNEL SERVICES</b>	<b>616,183</b>	<b>594,011</b>	<b>595,511</b>	<b>584,364</b>	<b>98.1%</b>	<b>633,937</b>	<b>633,937</b>	<b>633,937</b>	<b>38,426</b>	<b>6.5%</b>
<b>OPERATING SUPPLIES</b>										
08421 2100 OFFICE SUPPLIES	177	125	125	114	91.5%	150	150	150	25	20.0%
Funding office supplies (i.e. pens, pencils, etc.).										
08421 2200 OPERATING SUPPLIES	12,097	12,000	12,000	11,968	99.7%	12,100	12,100	12,100	100	0.8%
Funding materials for plant operations and maintenance activities.										
08421 2210 CHEMICALS	75,778	85,000	82,000	68,314	83.3%	77,500	77,500	77,500	(4,500)	-5.5%
Funding sodium hypochlorite, sodium bisulfite, lime, polymer and other chemicals.										
08421 2250 LAB. EXPENSES	50,822	75,000	75,000	44,922	59.9%	80,000	80,000	80,000	5,000	6.7%



**SRA-TROUT RUN 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding laboratory analysis for influent effluent, sludge and stormwater. Required by EPA and PaDEP. Local limits and headworks analyses will need to be completed during 2013.												
08421	2300	FUEL/OIL VEHICLES	2,587	3,000	3,000	3,324	110.8%	2,500	2,500	2,500	(500)	-16.7%
Funding gasoline and lubricants for division vehicles. 501 fuels added to this account												
08421	2380	UNIFORM RENTALS	1,034	1,500	1,500	1,340	89.3%	1,300	1,300	1,300	(200)	-13.3%
Funding uniform rentals for division personnel.												
08421	2446	SAFETY ITEMS	144	175	175	165	94.3%	175	175	175	0	0.0%
Funding first aid supplies.												
08421	2500	REPAIRS AND EQPT.	15,110	20,000	20,000	20,677	103.4%	18,500	18,500	18,500	(1,500)	-7.5%



**SRA-TROUT RUN 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding repairs and upgrades to major plant components not covered under warranties or maintenance agreements.												
08421	2600	<b>SMALL TOOLS &amp; MINOR EQUIPMENT</b>	0	200	200	159	79.7%	200	200	200	0	0.0%
Funding small tools and equipment (i.e. hammers, screw drivers, wrenches, etc.) not qualified under the Capital Budget's equipment purchase fund.												
08421	2900	<b>MISCELLANEOUS</b>	0	100	100	0	0.0%	3,200	3,200	3,200	3,100	3,100.0%
Funding equipment shipping charges, advertisements and postage. DEP has added annual fees to treatment plants through the NPDES program: a fee of \$2,500.00 and another in the amount of \$500.00												
<b>TOTAL OPERATING SUPPLIES</b>			<b>157,749</b>	<b>197,100</b>	<b>194,100</b>	<b>150,983</b>	<b>77.8%</b>	<b>195,625</b>	<b>195,625</b>	<b>195,625</b>	<b>1,525</b>	<b>0.8%</b>
<b>PROFESSIONAL SERVICE</b>												
08421	3120	<b>CONSULTING ENGINEER</b>	1,000	5,000	5,000	4,985	99.7%	2,500	2,500	2,500	(2,500)	-50.0%
Fund consulting engineer services not included with any construction or rehabilitation bid project. (i.e. UMMUA's Consulting Engineer's annual facilities inspection and preparation of the annual Chapter 94 report required by our NPDES permit).												
08421	3185	<b>DEBRIS REMOVAL</b>	1,221	1,100	1,100	1,065	96.8%	1,100	1,100	1,100	0	0.0%



**SRA-TROUT RUN 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding hauling and disposal fees related to minor in-plant constructi on projects (i.e. trash disposal).Prices increase as per the bid.												
08421	3186	<b>SLUDGE REMOVAL</b>	172,350	190,000	190,000	163,817	86.2%	172,000	172,000	172,000	(18,000)	-9.5%
Funding sludge hauling and disposal fees.												
08421	3190	<b>OTHER PROFESSIONAL SERVICES</b>	370	500	500	500	100.0%	350	350	350	(150)	-30.0%
Funding federally mandated Commerical Drivers License random drug and alcohol testing program. (Township employees who drive township vehicl es are required to participate).												
08421	3210	<b>TELEPHONE</b>	2,094	2,400	2,400	2,042	85.1%	2,200	2,200	2,200	(200)	-8.3%
Funding telephone expenses.												
08421	3310	<b>TRAVEL &amp; FOOD</b>	0	0	0	0	0.0%	0	0	0	0	0.0%



**SRA-TROUT RUN 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding reimbursement to personnel for travel and food expenses incurred during outside Township meetings. (i.e. seminars, conferences, etc. ).												
08421	3520	<b>LIABILITY INSURANCE</b>	104,454	112,729	112,729	111,924	99.3%	117,910	117,910	117,910	5,181	4.6%
Funding Liability and Property/Equipment Annual Premium Insurance.												
08421	3610	<b>UTILITIES ELECTRIC</b>	232,790	225,000	225,000	225,256	100.1%	220,000	220,000	220,000	(5,000)	-2.2%
Funding electrical usage charges to local utility.												
08421	3660	<b>UTILITIES WATER</b>	5,351	6,000	6,000	5,415	90.2%	5,100	5,100	5,100	(900)	-15.0%
Funding potable water usage charges to the local utility.												
08421	3700	<b>MAINTENANCE</b>	26,835	24,000	24,000	22,241	92.7%	23,000	23,000	23,000	(1,000)	-4.2%



**SRA-TROUT RUN 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding plant maintenance contracts. (i.e. pump controls, maintenance & routine / high voltage electrical repairs, maintenance, etc.).												
08421	3740	MAINT OF PLANT EQPT	11,656	15,000	15,000	14,918	99.5%	18,000	18,000	18,000	3,000	20.0%
Funding repairs to plant mechanical equipment. (i.e. pumps, motors, settling tank mechanisms, etc.).												
08421	3745	INFO TECH MAINTENANCE	6,255	7,102	7,102	6,619	93.2%	8,132	7,498	7,498	396	5.6%
Funding share of the Information Technology department budget.												
08421	3750	VEHICLE MAINTENANCE	2,532	2,015	5,015	4,350	86.7%	4,071	3,886	3,886	(1,129)	-22.5%
Funding share of vehicle maintenance expenses and direct costs of all department vehicles' parts and supplies. 562 and 555 are getting older and will need wearing items replaced. Vehicle 501 has been added to this account.												
08421	3840	EQUIPMENT RENTAL	695	1,000	1,000	729	72.9%	750	750	750	(250)	-25.0%



**SRA-TROUT RUN 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding equipment rental (i.e. rental of gas cylinders, copier, etc.).										
<b>TOTAL PROFESSIONAL SERVICE</b>	<b>567,603</b>	<b>591,846</b>	<b>594,846</b>	<b>563,861</b>	<b>94.8%</b>	<b>575,113</b>	<b>574,294</b>	<b>574,294</b>	<b>(20,552)</b>	<b>-3.5%</b>
<b>MISCELLANEOUS</b>										
08421 4200 DUES AND SUBSCRIPTIONS	132	400	400	132	33.0%	250	250	250	(150)	-37.5%
Funding professional association dues and subscription fees.										
08421 4620 EDUCATION/TRAINING	330	1,000	1,000	720	72.0%	650	650	650	(350)	-35.0%
Funding expenses associated with formal education and training for Superintendent and Assistant Superintendent. (PaDEP requires licensed operators to obtain continuing education contact units to keep their state certifications).										
08421 7400 EQUIPMENT PURCHASE	532	750	750	719	95.9%	650	650	650	(100)	-13.3%
Funding purchase of minor equipment not covered under the Capital Budget's equipment replacement fund.										
<b>TOTAL MISCELLANEOUS</b>	<b>994</b>	<b>2,150</b>	<b>2,150</b>	<b>1,571</b>	<b>73.1%</b>	<b>1,550</b>	<b>1,550</b>	<b>1,550</b>	<b>(600)</b>	<b>-27.9%</b>
<b>Grand Total:</b>	<b>1,342,528</b>	<b>1,385,107</b>	<b>1,386,607</b>	<b>1,300,780</b>	<b>93.8%</b>	<b>1,406,225</b>	<b>1,405,406</b>	<b>1,405,406</b>	<b>18,799</b>	<b>1.4%</b>



**SRA-MATSUNK 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
08422	1220	<b>DIR. &amp; ASST. DIR.</b>	28,840	11,628	11,628	11,957	102.8%	12,475	12,475	12,475	847	7.3%
Funding share of Public Works Director salary.												
08422	1420	<b>PLANT LABOR</b>	346,368	354,475	354,475	354,302	100.0%	370,640	370,640	370,640	16,165	4.6%
Funding salary/wage, increment increase and longevity pay for division personnel.												
08422	1560	<b>HEALTH/ACCIDENT INSURANCE</b>	92,870	105,144	105,144	94,436	89.8%	111,495	111,495	111,495	6,351	6.0%
Funding Life & Disability Annual Premium Insurance and Health Annual Premium Insurance.												
08422	1570	<b>WORKERS' COMP.</b>	26,904	24,263	24,263	23,950	98.7%	28,104	28,104	28,104	3,841	15.8%
Funding Worker's Compensation Annual Premium Insurance .												
08422	1600	<b>PENSION</b>	23,686	22,495	22,495	22,545	100.2%	23,544	23,544	23,544	1,049	4.7%



**SRA-MATSUNK 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding Employee's Pension Contribution's based on 6% of full-time employee salary/wage, overtime and other personnel service.										
<b>08422 1610 FICA</b>	29,797	28,682	28,682	28,326	98.8%	30,019	30,019	30,019	1,337	4.7%
Funding FICA based on 7.65% of salary/wage, overtime and other personnel service for full-time and part-time employees.										
<b>08422 1830 OVERTIME</b>	4,779	5,500	5,500	4,891	88.9%	5,100	5,100	5,100	(400)	-7.3%
Funding overtime wages for division employees.										
<b>08422 1855 TUITION REIMB</b>	150	900	900	561	62.3%	500	500	500	(400)	-44.4%
Funding Tuition Reimbursement of division personnel's continuing education expenses (tuition only). Certification requirements mandate continuing education in order for plant non-management staff to retain state wastewater operator certifications.										
<b>08422 1900 OTHER PERSONNEL SERVICES</b>	14,392	3,320	3,320	2,496	75.2%	3,791	3,791	3,791	471	14.2%



**SRA-MATSUNK 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Wellness incentive and miscellaneous personnel expenses. Also include s share of def comp contribution for dept dir. per memo of understandi ng.												
<b>TOTAL PERSONNEL SERVICES</b>			<b>567,786</b>	<b>556,407</b>	<b>556,407</b>	<b>543,465</b>	<b>97.7%</b>	<b>585,668</b>	<b>585,668</b>	<b>585,668</b>	<b>29,261</b>	<b>5.3%</b>
<b>OPERATING SUPPLIES</b>												
08422	2100	<b>OFFICE SUPPLIES</b>	168	150	150	150	100.0%	150	150	150	0	0.0%
Funding office supplies required to perform administrative duties.												
08422	2200	<b>OPERATING SUPPLIES</b>	12,053	13,000	17,000	17,041	100.2%	13,750	13,750	13,750	(3,250)	-19.1%
Funding for materials purchased to facilitate plant operations and mai ntenance activities (i.e. lubricants, cleaning solvents, electrical su pplies, belt press belts, etc.). Increase in costs from previous year due to substancial increases in lubricating material, electrical suppli es and generator fuel.												
08422	2210	<b>CHEMICALS</b>	42,602	43,000	43,000	41,645	96.8%	42,500	42,500	42,500	(500)	-1.2%
Funding chemicals required for plant (i.e. effluent disinfection, dech lorination, solids dewatering, dewatered sewage sludge stabilization a nd psychoda fly control). Slight increase based on last year of chemic al supply contract.												
08422	2250	<b>LAB EXPENSES</b>	91,770	105,000	105,000	106,595	101.5%	100,000	100,000	100,000	(5,000)	-4.8%



**SRA-MATSUNK 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Funding contract laboratory expenses for NPDES mandated sampling, analyses and reporting of plant influent &amp; effluent results. Local limits and headworks analyses will need to be completed during 2013.</p>												
08422	2300	<b>FUEL/OIL VEHICLES</b>	1,447	1,500	1,500	1,287	85.8%	1,350	1,350	1,350	(150)	-10.0%
<p>Funding gasoline and lubricants for division vehicles.</p>												
08422	2380	<b>UNIFORM RENTAL</b>	643	750	750	697	92.9%	700	700	700	(50)	-6.7%
<p>Funding uniform rentals for division personnel.</p>												
08422	2446	<b>SAFETY ITEMS</b>	435	450	450	450	100.0%	450	450	450	0	0.0%
<p>Funding safety equipment and first aid supplies. (i.e. hearing protection, band-aids, disinfecting ointments, protective clothing {tyvek suits}, etc.).</p>												
08422	2500	<b>REPAIRS AND EXPENSES</b>	18,884	20,000	20,000	20,042	100.2%	20,000	20,000	20,000	0	0.0%



**SRA-MATSUNK 2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Funding repairs and upgrades to major plant components not covered under warranties or maintenance agreements. (i.e. main pumps, motors, primary and secondary clarifier mechanisms, belt press, etc.). Increase in budget request from previous year based on age of equipment and the steady increase in repair costs.</p>											
08422	2600	SM TOOLS & MINOR EQPT.	134	150	150	161	107.2%	150	150	150	0 0.0%
<p>Funding miscellaneous supplies and hand tools to complete minor repair work. (i.e. carpentry, plumbing, electrical supplies, hammers, wrenches, screw drivers, etc.).</p>											
08422	2900	MISCELLANEOUS	55	100	100	100	100.0%	3,100	3,100	3,100	3,000 3,000.0%
<p>Funding equipment shipping charges, advertisements and postage. Increase is based on PA DEP charging a \$2,500 annual NPDES permit fee and a \$500 operator certification fee.</p>											
<b>TOTAL OPERATING SUPPLIES</b>		<b>168,191</b>	<b>184,100</b>	<b>188,100</b>	<b>188,168</b>	<b>100.0%</b>	<b>182,150</b>	<b>182,150</b>	<b>182,150</b>	<b>(5,950)</b>	<b>-3.2%</b>
<b>PROFESSIONAL SERVICE</b>											
08422	3120	CONSULTING ENGINEER	322	5,000	5,000	4,993	99.9%	2,500	2,500	2,500	(2,500) -50.0%
<p>Fund for consulting engineer services not included with any construction or rehabilitation bid project. (i.e. UMMUA's Consulting Engineer's annual facilities inspection and preparation of the annual Chapter 94 report required by our NPDES permit).</p>											
08422	3185	DEBRIS REMOVAL	1,000	900	900	896	99.6%	1,000	1,000	1,000	100 11.1%



**SRA-MATSUNK 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding hauling and disposal of miscellaneous trash or construction debris. Request based on annual contract increase from previous year.												
08422	3186	<b>SLUDGE REMOVAL</b>	145,887	160,000	155,000	134,557	86.8%	150,000	150,000	150,000	(5,000)	-3.2%
Funding sludge hauling and disposal fees.												
08422	3190	<b>OTHER PROFESSIONAL SERVICES</b>	290	520	520	44	8.5%	250	250	250	(270)	-51.9%
Funding federally mandated CDL random drug and alcohol testing program . Township employees who drive Township vehicles are required to part icipate.												
08422	3210	<b>TELEPHONE</b>	2,103	3,000	3,000	2,320	77.3%	2,400	2,400	2,400	(600)	-20.0%
Funding telephone expenses.												
08422	3310	<b>TRAVEL AND FOOD</b>	0	0	0	0	0.0%	0	0	0	0	0.0%



**SRA-MATSUNK 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding reimbursement to personnel for travel and food expenses incurred during outside Township meetings. (i.e. seminars, conferences, etc. ).												
08422	3520	<b>LIABILITY INSURANCE</b>	69,780	75,663	75,663	75,235	99.4%	78,954	78,954	78,954	3,291	4.3%
Funding Liability, Property/Equipment Annual Premium Insurance.												
08422	3610	<b>UTILITIES - ELECTRIC</b>	184,505	170,000	170,000	179,711	105.7%	170,000	170,000	170,000	0	0.0%
Funding electrical usage charges from local utility.												
08422	3620	<b>UTILITIES - GAS</b>	16,762	21,000	17,000	10,903	64.1%	18,000	18,000	18,000	1,000	5.9%
Funding liquid fuel charges to the Township's designated liquid fuel supplier and natural gas charges from the local gas utility.												
08422	3660	<b>UTILITIES - WATER</b>	2,186	1,800	1,800	1,960	108.9%	2,000	2,000	2,000	200	11.1%



**SRA-MATSUNK 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding potable water charges to the local water utility.												
08422	3700	<b>MAINTENANCE</b>	29,636	30,000	30,000	30,000	100.0%	30,000	30,000	30,000	0	0.0%
Funding plant equipment maintenance contracts. (i.e. pump controls, chlorination and dechlorination equipment, major and minor electrical maintenance and repairs, hoist inspections, certifications, etc.).												
08422	3740	<b>MAINT OF PLANT EQPT.</b>	18,087	17,500	22,500	22,106	98.2%	18,000	20,000	20,000	(2,500)	-11.1%
Funding repairs to plant mechanical equipment. (i.e. pumps, motors, clarifiers, belt press, etc.). Increase in budget request based on equipment age and costs incurred the prior year.												
08422	3745	<b>INFO TECH MAINTENANCE</b>	6,255	7,102	7,102	6,619	93.2%	8,132	7,498	7,498	396	5.6%
Funding share of the Information Technology department budget.												
08422	3750	<b>VEHICLE MAINTENANCE</b>	1,394	1,576	1,576	2,350	149.1%	722	690	690	(886)	-56.2%



**SRA-MATSUNK 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding share of vehicle maintenance expenses and direct costs of all department vehicles' parts and supplies.												
08422	3840	EQUIPMENT RENTAL	678	800	800	719	89.8%	750	750	750	(50)	-6.3%
Funding copier and cutting torch cylinder rentals.												
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>478,886</b>	<b>494,861</b>	<b>490,861</b>	<b>472,413</b>	<b>96.2%</b>	<b>482,708</b>	<b>484,042</b>	<b>484,042</b>	<b>(6,819)</b>	<b>-1.4%</b>
<b>MISCELLANEOUS</b>												
08422	4200	DUES & SUBSCRIPTIONS	200	250	250	250	100.0%	250	250	250	0	0.0%
Funding professional association dues and subscription fees.												
08422	4620	TRAINING/EDUCATION	344	1,000	1,000	359	35.9%	650	650	650	(350)	-35.0%
Funding training, education of plant managers outside organization environment.												
08422	7400	EQUIPMENT PURCHASED	2,850	3,000	3,000	3,000	100.0%	2,750	2,750	2,750	(250)	-8.3%



**SRA-MATSUNK 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding minor equipment items not qualified for inclusion into the Capital Budget Program. (i.e. sump pumps, and chemical metering pumps).										
<b>TOTAL MISCELLANEOUS</b>	<b>3,394</b>	<b>4,250</b>	<b>4,250</b>	<b>3,609</b>	<b>84.9%</b>	<b>3,650</b>	<b>3,650</b>	<b>3,650</b>	<b>(600)</b>	<b>-14.1%</b>
<b>Grand Total:</b>	<b>1,218,258</b>	<b>1,239,618</b>	<b>1,239,618</b>	<b>1,207,654</b>	<b>97.4%</b>	<b>1,254,176</b>	<b>1,255,510</b>	<b>1,255,510</b>	<b>15,892</b>	<b>1.3%</b>



**SRA-COLLECTION SYSTEM 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
08423	1220	<b>DIR. &amp; ASST. DIR.</b>	28,840	11,628	11,628	11,957	102.8%	12,475	12,475	12,475	847	7.3%
Funding share of Public Works Director salary.												
08423	1420	<b>LABOR</b>	517,378	535,457	535,457	535,081	99.9%	559,044	559,044	559,044	23,587	4.4%
Funding salary/wage, increment increase and longevity pay for division personnel.												
08423	1560	<b>HEALTH/ACCIDENT INS.</b>	141,117	170,823	170,823	153,426	89.8%	181,118	181,118	181,118	10,295	6.0%
Funding Life & Disability Annual Premium Insurance and Health Annual Premium Insurance full-time employees.												
08423	1570	<b>WORKERS' COMP.</b>	25,376	22,886	22,886	22,588	98.7%	26,509	26,509	26,509	3,623	15.8%
Funding Worker's Compensation Annual Premium Insurance.												
08423	1600	<b>PENSION</b>	37,713	36,708	36,708	36,001	98.1%	38,225	38,225	38,225	1,517	4.1%



**SRA-COLLECTION SYSTEM 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding Employee Pension Contribution's based on 6% of full-time employee salary/wage, overtime and other personnel service.												
08423	1610	FICA	47,518	46,802	46,802	45,304	96.8%	48,737	48,737	48,737	1,935	4.1%
Funding FICA based on 7.65% of salary/wage, overtime and other personnel service for full-time and part-time employees.												
08423	1830	OVERTIME	61,531	40,000	40,000	41,139	102.8%	42,500	42,500	42,500	2,500	6.3%
Funding overtime wages for division personnel. Increase based on actual money spent in previous year.												
08423	1855	TUITION REIMB	393	500	500	353	70.6%	1,000	1,000	1,000	500	100.0%
Funding Tuition Reimbursement of division personnel's continuing education expenses (tuition only). Certification requirements mandate continuing education in order for plant non-management staff to retain state wastewater operator certifications.												
Increase based on the fact that this is the third year for most of the Division to finish the required continuing education requirement.												
08423	1900	OTHER PERSONNEL SERVICES	15,413	3,320	3,320	4,310	129.8%	5,569	4,750	4,750	1,430	43.1%



# SRA-COLLECTION SYSTEM 2013

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Wellness incentive and miscellaneous personnel expenses. Also include s share of def comp contribution for dept dir. per memo of understandi ng.										
<b>TOTAL PERSONNEL SERVICES</b>	<b>875,278</b>	<b>868,124</b>	<b>868,124</b>	<b>850,160</b>	<b>97.9%</b>	<b>915,177</b>	<b>914,358</b>	<b>914,358</b>	<b>46,234</b>	<b>5.3%</b>
<b>OPERATING SUPPLIES</b>										
08423 2100 OFFICE SUPPLIES	163	150	150	138	91.8%	175	175	175	25	16.7%
Funding office supplies required to perform administrative duties.										
08423 2200 OPERATING SUPPLIES	6,489	7,000	7,000	6,876	98.2%	6,500	6,500	6,500	(500)	-7.1%
Funding materials purchased to facilitate Collection Systems operation s and maintenance activities. (i.e. lubricants, oils, cleaning solvent s, electrical supplies, etc.).										
08423 2300 FUEL/OIL VEHICLES	24,423	20,000	20,000	22,300	111.5%	19,000	19,000	19,000	(1,000)	-5.0%
Funding purchase of gasoline and lubricants for division vehicles.										
08423 2380 UNIFORM RENTALS	1,245	2,000	2,000	1,492	74.6%	1,500	1,500	1,500	(500)	-25.0%



# SRA-COLLECTION SYSTEM 2013

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding uniform rental for division personnel.												
08423	2446	<b>SAFETY ITEMS</b>	1,500	1,500	1,500	1,119	74.6%	1,500	1,500	1,500	0	0.0%
Funding safety equipment and first aid supplies. Account is also used to calibrate gas detection monitors. (i.e. ear protection, band-aids, disinfectants, safety signage, protective clothing {tyvek suits}).												
08423	2600	<b>SMALL TOOLS &amp; MINOR EQPT.</b>	150	150	150	0	0.0%	150	150	150	0	0.0%
Funding miscellaneous supplies and hand tools needed to complete minor repair work (i.e. carpentry, electrical, plumbing supplies, hammers, wrenches, screw drivers, etc.).												
08423	2900	<b>MISCELLANEOUS</b>	28	100	100	26	26.3%	100	50	50	(50)	-50.0%
Funding equipment shipping charges, advertisements and postage.												
<b>TOTAL OPERATING SUPPLIES</b>			<b>33,998</b>	<b>30,900</b>	<b>30,900</b>	<b>31,951</b>	<b>103.4%</b>	<b>28,925</b>	<b>28,875</b>	<b>28,875</b>	<b>(2,025)</b>	<b>-6.6%</b>
<b>PROFESSIONAL SERVICE</b>												
08423	3120	<b>CONSULTING ENGINEER</b>	0	1,000	1,000	468	46.8%	1,000	750	750	(250)	-25.0%



# SRA-COLLECTION SYSTEM 2013

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Fund consulting engineer services not included with any construction or rehabilitation bid project. (i.e. UMMUA's Consulting Engineer's annual facilities inspection and preparation of the annual Chapter 94 report required by our NPDES permit).												
08423	3190	<b>OTHER PROFESSIONAL SERVICES</b>	47	520	520	0	0.0%	520	350	350	(170)	-32.7%
Funding federally mandated CDL random drug and alcohol testing program. Township employees who drive Township vehicles are required to participate.												
08423	3210	<b>TELEPHONE</b>	5,988	5,000	6,500	6,440	99.1%	6,000	6,000	6,000	(500)	-7.7%
Phone expenses include both cell phones and 11 pumping station land lines.												
08423	3310	<b>TRAVEL AND FOOD</b>	0	0	0	0	0.0%	0	0	0	0	0.0%
Funding reimbursement to personnel for travel and food expenses incurred during outside Township meetings. (i.e. seminars, conferences, etc.).												
08423	3520	<b>LIABILITY INSURANCE</b>	85,832	92,824	92,824	92,215	99.3%	96,990	96,990	96,990	4,166	4.5%



**SRA-COLLECTION SYSTEM 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Funding Liability, Property/Equipment Annual Premium Insurance.												
08423	3610	<b>UTILITIES - ELECTRIC</b>	188,455	200,000	200,000	164,888	82.4%	190,000	190,000	190,000	(10,000)	-5.0%
Funding electric usage charges for division's pumping stations.												
08423	3660	<b>UTILITIES - WATER</b>	2,620	2,300	2,300	2,767	120.3%	2,500	2,500	2,500	200	8.7%
Funding potable water usage charges to the local water utility.												
08423	3670	<b>UTILITIES FUEL</b>	0	1,500	1,500	1,500	100.0%	1,500	1,500	1,500	0	0.0%
Funding stand-by generator fuel bills at major pumping stations as well as converge agreement to run generator at Abrams Pumping Station during heavy PECO power usage.												
08423	3700	<b>MAINTENANCE</b>	7,333	9,000	9,000	9,000	100.0%	9,000	9,000	9,000	0	0.0%



**SRA-COLLECTION SYSTEM 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Account used to pay for pumping station maintenance contracts. These contracts include: pump controls; electrical repairs; motor maintenance ; flowmatcher maintenance etc..</p>												
08423	3740	<b>EQUIPMENT MAINTENTANCE</b>	152	250	250	191	76.2%	200	200	200	(50)	-20.0%
<p>Account used to pay for repairs to collection system mechanical equipment not covered within other maintenance accounts. Budget based on actual money spent during previous budget year.</p>												
08423	3745	<b>INFO TECH MAINTENANCE</b>	6,255	7,102	7,102	6,619	93.2%	8,132	7,498	7,498	396	5.6%
<p>Departmental share of the Information Technology Dept Budget</p>												
08423	3746	<b>COMPUTER MAINTENANCE</b>	0	6,700	6,700	6,627	98.9%	7,000	7,000	7,000	300	4.5%
<p>This accounts for proprietary software maintenance of the division to include the sewer modelling software.</p>												
08423	3750	<b>VEHICLE MAINTENANCE</b>	22,835	22,644	22,644	26,321	116.2%	32,146	30,689	30,689	8,045	35.5%



# SRA-COLLECTION SYSTEM 2013

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<p>Share of vehicle maintenance expense and direct costs of all departmental vehicles' parts &amp; supplies. Budget request based on actual cost for previous year and holding on to the fleet for a longer period of time. Several vehicles will also need tires during this budget year.</p>												
08423	3760	<b>MAINT OF SYSTEMS</b>	25,148	30,000	28,500	29,624	103.9%	25,500	25,500	25,500	(3,000)	-10.5%
<p>Account used to pay for repairs, supplies, equipment, and contract labor needed to repair / replace damaged sanitary sewer lines within the Township. Budget request based on expenses incurred during the past year for this activity.</p>												
08423	3780	<b>MAINT OF PUMP STATIONS</b>	99,273	80,000	80,000	81,661	102.1%	90,000	85,000	85,000	5,000	6.3%
<p>Account used to pay for repairs, supplies, equipment, and contract labor, needed to repair / replace damaged components at the Township's 11 pumping station. Budget request is based on expenses incurred during the past year and also as the Station equipment ages.</p>												
08423	3840	<b>EQUIPMENT RENTALS</b>	1,016	1,000	1,000	1,011	101.1%	1,000	1,000	1,000	0	0.0%
<p>Account used to pay divisional bills associated with copier and water cooler rental. Increase request based on funds expended during the past year for this activity.</p>												
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>444,955</b>	<b>459,840</b>	<b>459,840</b>	<b>429,332</b>	<b>93.4%</b>	<b>471,488</b>	<b>463,977</b>	<b>463,977</b>	<b>4,137</b>	<b>0.9%</b>
<b>MISCELLANEOUS</b>												
08423	4200	<b>DUES AND SUBSCRIPTIONS</b>	40	100	100	40	40.0%	100	100	100	0	0.0%



**SRA-COLLECTION SYSTEM 2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Account used to pay divisional employees' professional association dues and subscription fees for related materials.											
08423	4620 EDUCATION AND TRAINING	391	1,000	1,000	1,046	104.6%	1,000	1,000	1,000	0	0.0%
Account used to pay expenses associated with formal training of divisional managers outside the organizational environment. This is typically accomplished via seminars and workshops. PA DEP regulations require management staff to maintain wastewater certifications through continuing education requirements.											
08423	7400 EQUIPMENT PURCHASED	142	250	250	149	59.6%	250	250	250	0	0.0%
Account used to purchase minor equipment that typically does not qualify for inclusion in the Capital Budget Program.											
<b>TOTAL MISCELLANEOUS</b>		<b>573</b>	<b>1,350</b>	<b>1,350</b>	<b>1,235</b>	<b>91.5%</b>	<b>1,350</b>	<b>1,350</b>	<b>1,350</b>	<b>0</b>	<b>0.0%</b>
<b>Grand Total:</b>		<b>1,354,804</b>	<b>1,360,214</b>	<b>1,360,214</b>	<b>1,312,678</b>	<b>96.5%</b>	<b>1,416,940</b>	<b>1,408,560</b>	<b>1,408,560</b>	<b>48,346</b>	<b>3.6%</b>



**SRA-ADMIN/MISC 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
08425	1220	<b>MANAGER</b>	36,250	36,650	36,650	36,650	100.0%	48,125	48,125	48,125	11,475	31.3%
<p>This account represents the portion (25%) of the Manager's salary allocated to the Sewer Revenue Account acct used to reimburse genl fund fi ca &amp; pension are 100% in genl fund budget</p>												
08425	1400	<b>OFFICE SALARIES</b>	246,220	268,002	268,002	257,724	96.2%	276,388	276,388	276,388	8,386	3.1%
<p>This account represents the portion of the Administration Department salaries and wages allocated to the Sewer Revenue Account. Per Twp. resolution #78-59, those members of the admin. dept. charged w/the responsibility of handling the SRA shall be paid from those funds within the sewer revenue account.</p>												
08425	1590	<b>PAYROLL TAXES &amp; BENEFITS</b>	33,121	35,363	35,363	33,648	95.1%	36,909	36,909	36,909	1,546	4.4%
<p>This account represents SRA's share of the payroll taxes &amp; pension for the Administration Department. to calculate for pension &amp; fica use acct 1400,1830 &amp; 1900</p>												
08425	1830	<b>OVERTIME</b>	0	100	100	0	0.0%	0	0	0	(100)	-100.0%
<p>This account represents the portion of the Administration Department's overtime expenses allocated to the Sewer Revenue Account.</p>												
<p>Account discontinued 2013.</p>												
08425	1870	<b>TEMPORARY HELP</b>	0	100	100	0	0.0%	0	0	0	(100)	-100.0%



**SRA-ADMIN/MISC 2013**

DESCRIPTION		2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED	
<p>This account represents expenses associated with the use of employees from a personnel agency.</p> <p>Account discontinued for 2013</p>												
08425	1900	<b>OTHER PERSONNEL SERVICES</b>	8,434	4,500	4,500	3,879	86.2%	4,700	4,700	4,700	200	4.4%
<p>Wellness incentive and miscellaneous personnel expenses. Also include s SRA share of def. comp. deposit for mgmt group per memo of understand ing</p>												
<b>TOTAL PERSONNEL SERVICES</b>			<b>324,026</b>	<b>344,715</b>	<b>344,715</b>	<b>331,901</b>	<b>96.3%</b>	<b>366,122</b>	<b>366,122</b>	<b>366,122</b>	<b>21,407</b>	<b>6.2%</b>
<b>OPERATING SUPPLIES</b>												
08425	2100	<b>OFFICE SUPPLIES/POSTAGE</b>	10,008	22,000	22,000	12,838	58.4%	15,000	15,000	15,000	(7,000)	-31.8%
<p>This account represents expenses associated with printing and mailing sewer bills (contractual w/Berkheimer Outsourcing) bank charges for lo ckbox service, miscellaneous office supplies related to sewer collecti on, postage and sewer records storage charges. Also includes charges for code book updates.</p>												
<b>TOTAL OPERATING SUPPLIES</b>			<b>10,008</b>	<b>22,000</b>	<b>22,000</b>	<b>12,838</b>	<b>58.4%</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>(7,000)</b>	<b>-31.8%</b>
<b>PROFESSIONAL SERVICE</b>												
08425	3110	<b>AUDITORS FEES</b>	5,750	6,000	6,000	5,750	95.8%	5,750	5,750	5,750	(250)	-4.2%
<p>Account used to pay expenses associated with auditing the Sewer Revenu e Account &amp; Tredyffrin utilization report</p>												



**SRA-ADMIN/MISC 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
08425	3120	<b>CONSULTING ENGINEER</b>	609	1,000	1,000	612	61.2%	1,000	1,000	1,000	0	0.0%
Account used to pay expenses associated with the inspection & certification of the SRA Budget by the Engineer.												
08425	3140	<b>LEGAL FEES</b>	0	1,000	1,000	0	0.0%	0	0	0	(1,000)	-100.0%
Account used to pay any misc. legal fees related to sewer billing.												
Account discontinued for 2013.												
08425	3730	<b>MISC - BLDG MAINTENANCE/UTIL</b>	23,182	22,770	22,770	22,664	99.5%	23,193	22,749	22,749	(21)	-0.1%
This account represents the Sewer Revenue Account portion of equipment maintenance, telephones, maintenance contracts, HVAC, supplies/equipment, utilities, personnel services & insurance. This item is a % allocation of the accounts in the 01-436 budget.												
08425	3745	<b>INFO TECH MAINTENANCE</b>	9,122	10,652	10,652	9,653	90.6%	12,198	11,248	11,248	596	5.6%
Departmental share of the Information Technology Dept Budget												
<b>TOTAL PROFESSIONAL SERVICE</b>			<b>38,664</b>	<b>41,422</b>	<b>41,422</b>	<b>38,680</b>	<b>93.4%</b>	<b>42,141</b>	<b>40,747</b>	<b>40,747</b>	<b>(675)</b>	<b>-1.6%</b>
<b>MISCELLANEOUS</b>												
08425	7400	<b>EQUIPMENT PURCHASED</b>	0	100	100	0	0.0%	0	0	0	(100)	-100.0%



**SRA-ADMIN/MISC 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Account used to pay for small office equipment that does not qualify for inclusion in the Capital Budget Program.										
Account discontinued for 2013.										
08425 7440 BRIDGEPORT CONTRACT	0	0	0	14,112	0.0%	18,816	18,816	18,816	18,816	0.0%
Billing from Bridgeport Borough for 84EDU's based on contract agreement										
<b>TOTAL MISCELLANEOUS</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>14,112</b>	<b>14,112.0%</b>	<b>18,816</b>	<b>18,816</b>	<b>18,816</b>	<b>18,716</b>	<b>18,716.0%</b>
<b>Grand Total:</b>	<b>372,697</b>	<b>408,237</b>	<b>408,237</b>	<b>397,531</b>	<b>97.4%</b>	<b>442,079</b>	<b>440,685</b>	<b>440,685</b>	<b>32,448</b>	<b>7.9%</b>



**SRA-AUTHORITY 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PERSONNEL SERVICES</b>												
08426	1220	<b>SALARIES/WAGES</b>	111,454	11,013	11,013	11,013	100.0%	11,648	11,648	11,648	635	5.8%
<p>The account pays a percentage of the secretarial staff in the public works department. (A % is reimbursed by the UMMUA)</p>												
08426	1300	<b>SECRETARY &amp; ACCOUNTANT FEES</b>	13,763	13,295	13,295	14,124	106.2%	0	0	0	(13,295)	-100.0%
<p>Account used to pay compensation for the Authority Secretary &amp; Financial Accountant. Account figure is based on 100 hours each for the Township Manager &amp; Finance Director at their regular hourly rates. (Reimbursed by the UMMUA)</p> <p>ACCOUNT DISCONTINUED FOR 2013</p>												
08426	1400	<b>MEETING MINUTES COMPENSATION</b>	75	350	350	0	0.0%	0	0	0	(350)	-100.0%
<p>Account used to pay compensation for recording minutes at the monthly UMMUA meeting. Compensation for attending &amp; recording UMMUA minutes. ( Reimbursed by the UMMUA)</p> <p>ACCOUNT DISCONTINUED FOR 2013</p>												
08426	1590	<b>PAYROLL TAXES/INSURANCE/EXP</b>	16,097	1,220	1,220	2,245	184.0%	1,293	1,293	1,293	73	6.0%
<p>This account funds for the portion of the fica and pension of the PWD office staff (acct 1220). Also includes fica on acct 1300 &amp; 1400. (A % of this expense is reimbursed by the UMMUA)</p>												
<b>TOTAL PERSONNEL SERVICES</b>			<b>141,389</b>	<b>25,878</b>	<b>25,878</b>	<b>27,382</b>	<b>105.8%</b>	<b>12,941</b>	<b>12,941</b>	<b>12,941</b>	<b>(12,937)</b>	<b>-50.0%</b>



**SRA-AUTHORITY 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>PROFESSIONAL SERVICE</b>										
08426 3130 <b>ENG. &amp; ARCH. SERVICES</b>	0	1,000	1,000	0	0.0%	0	0	0	(1,000)	-100.0%
<p>Account used to pay misc costs associated with Sewer Revenue (e.g. rate reviews etc.).</p> <p>Account discontinued for 2013.</p>										
<b>TOTAL PROFESSIONAL SERVICE</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,000)</b>	<b>-100.0%</b>
<b>Grand Total:</b>	<b>141,389</b>	<b>26,878</b>	<b>26,878</b>	<b>27,382</b>	<b>101.9%</b>	<b>12,941</b>	<b>12,941</b>	<b>12,941</b>	<b>(13,937)</b>	<b>-51.9%</b>



**SRA-MISC/MIPP/LEASE 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>MISCELLANEOUS</b>												
08427	4700	LEASE AGREEMENT	480,000	480,000	480,000	480,000	100.0%	480,000	480,000	480,000	0	0.0%
Account used to pay annual lease payment to the UMMUA.												
08427	7460	INDUSTRIAL PRETREATMENT	155,974	172,670	171,170	136,380	79.7%	159,772	159,772	159,772	(11,398)	-6.7%
Account used to pay expenses associated w/the administration of the Municipal Industrial Pretreatment Program (MIPP). Includes salaries/benefits and all costs to administer the program (i.e. lab services, supplies, telephone, etc). All costs for this program are offset by the charging of permit fees to the users of the program.												
08427	9400	REIMBURSE TO GENERAL FUND	130,593	140,000	140,000	131,064	93.6%	145,000	145,000	145,000	5,000	3.6%
Reimbursement of costs advanced by the general fund to the sewer fund for the prior calendar year. Cost of SRA's share of payroll & benefits. Reimb for health, life & disability insurance and debt svc. on the building. mgr salary not included here, see 08-425-1210												
08427	9500	ACCRUED EXPENSES	0	25,000	25,000	0	0.0%	0	0	0	(25,000)	-100.0%
This account covers expenses incurred during the present year that will not be paid until the next budget year.												
Account discontinued for 2013.												
08427	9600	EQPT DEPRECIATION CHARGE	0	131,380	131,380	131,380	100.0%	131,380	131,380	131,380	0	0.0%



**SRA-MISC/MIPP/LEASE 2013**

DESCRIPTION	2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
Annual depreciation charge for equipment included in the equipment replacement fund.										
<b>08427 9700 CONTINGENCIES</b>	0	50,000	50,000	0	0.0%	50,000	50,000	50,000	0	0.0%
Account used to cover unanticipated extraordinary expenses.										
<b>08427 9900 SRA CAPITAL</b>	0	140,000	140,000	140,000	100.0%	280,000	280,000	280,000	140,000	100.0%
Transfer of \$2.00 of quarterly sewer rent allocated to build a capital maintenance fund for the treatment plants and collection system.										
<b>TOTAL MISCELLANEOUS</b>	<b>766,567</b>	<b>1,139,050</b>	<b>1,137,550</b>	<b>1,018,824</b>	<b>89.6%</b>	<b>1,246,152</b>	<b>1,246,152</b>	<b>1,246,152</b>	<b>108,602</b>	<b>9.5%</b>
<b>Grand Total:</b>	<b>766,567</b>	<b>1,139,050</b>	<b>1,137,550</b>	<b>1,018,824</b>	<b>89.6%</b>	<b>1,246,152</b>	<b>1,246,152</b>	<b>1,246,152</b>	<b>108,602</b>	<b>9.5%</b>



**SRA-DEBT 2013**

DESCRIPTION			2011 ACTUAL	2012 ADOPTED BUDGET	2012 ADJUSTED BUDGET	2012 YTD 12/31	% EXPENDED FROM ADJUSTED	2013 DEPT REQUEST	2013 MANAGER RECOMMEND	ADOPTED 2013 BUDGET	DOLLAR CHANGE	% CHANGE FROM ADOPTED
<b>MISCELLANEOUS</b>												
08471	4000	PRINCIPAL	0	0	0	0	0.0%	180,000	180,000	180,000	180,000	0.0%
Principal payment for the sewer fund's share (31%) of the 2012 GO Bond issue												
08472	4000	INTEREST	0	0	0	0	0.0%	65,250	65,250	65,250	65,250	0.0%
Interest payment for the sewer fund's share (31%) of the 2012 GO Bond issue												
<b>TOTAL MISCELLANEOUS</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>245,250</b>	<b>245,250</b>	<b>245,250</b>	<b>245,250</b>	<b>0.0%</b>
<b>Grand Total:</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>245,250</b>	<b>245,250</b>	<b>245,250</b>	<b>245,250</b>	<b>0.0%</b>

## 2013 CAPITAL BUDGET - FUNDING SOURCES

### PROJECT TOTALS:

CAPITAL BUDGET - GENERAL GOVT	\$6,342,136
CAPITAL BUDGET - PUBLIC WORKS	\$1,246,175
CAPITAL BUDGET - SEWER	\$3,104,938
TOTAL	<u>\$10,693,249</u>

### FUNDING SOURCES FOR CAPITAL PROJECTS:

Capital Reserve	\$235,685
Abrams Basin	\$278,311
Fire Fund	\$396,000
Capital Tax Millage	\$511,375
Capital Tax Millage carryover	\$20,000
Sewer Fund	\$750,000
Park Tax Millage	\$181,500
Park Tax Millage carryover	\$85,000
PIB loan proceeds	\$810,800
2012 Bond Issue-Sewer	\$2,354,938
2012 Bond Issue-Recreation Center	\$5,059,640
General Fund Equipment Replacement	\$10,000
TOTAL-FUNDING SOURCES	<u>\$10,693,249</u>



UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
<b>18400 CAPITAL - Administration</b>									
<b>CAPITAL-NOT E/R</b>									
18400 07408	<b>INFORMATION TECHNOLOGY</b>	10,000	10,000	10,000	9,000	0	0	0	0
	<p>2013 - \$10,000- Carryover from 2012 budget for enhancements of the Act 511 software that will add processes to the software not currently available in the areas of exporting data to create non-filer letters and reports, attorney letters and report tracking as well as a balance due letter component to make the data more refined and searchable.</p> <p>2014 - \$9,000 - enhancements of the Act 511 software to include creating an export program for all tax types for integration into the Township's financial reporting system.</p>								
<b>Total CAPITAL-NOT E/R</b>		<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>9,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EQUIPMENT REPLACEMNT</b>									
18400 07902	<b>REPLACE OFFICE FURN /FIXTURES</b>	5,000	0	0	0	5,000	0	5,000	0
	<p>Funds used to systematically replace furniture, chairs, cabinets, equipment etc. as needed.</p>								
18400 07903	<b>REPLACE UMGA TV EQUIPMENT</b>	47,000	0	0	47,000	47,000	6,000	27,000	0



UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	<p>2013 - \$47,000 year 1 of 3 lease/purchase plan            LEASE PURCHASE PLAN OFFOLLOWING EQUIPMENT totaling \$139,200:            STUDIO CAMERA PACKAGES - \$99,000            The new camera packages will be replacing the nearly 7-year-old camcorders currently in the studio which will then be relocated to the trailer because the nearly 15-year-old cameras currently in the trailer are virtually useless at this point.            INTERCOM HEADSETS - \$3,200            Replacement intercom headsets are needed in both the studio and trailer            TRICASTER PRODUCTION SWITCHER -\$25,000            The existing video switcher in the control room is nearly 10 years old and is becoming unreliable. The new switcher will be a significant step forward as it is PC-based and capable of a variety of functions beyond switching including virtual sets and "on-fly-graphics" to name a few            CONTROL ROOM UPGRADES - \$12,000            Energy-efficient LCD monitors are needed to replace old and failing CRT monitors. Digital recorders will reduce tape stock costs as well as increase staff productivity through more efficient processes. Old failing audio "snake" needs to be replaced.</p> <p>Total 3 year budget = \$141,000 (estimation of leasing costs included in total)            Possible offset funding from Comcast of \$70K as Cable Franchise Agrmt progresses through negotiations.</p> <p>2014 - \$47,000 year 2 of 3 lease/purchase plan</p> <p>2015 - \$47,000 year 3 of 3 lease/purchase plan</p> <p>2016 - \$6,000            HD SWITCHING ANDCONVERSION            HD routing switcher and signal converters will be needed to accommodate the anticipated broadcast requirements</p> <p>2017 - \$27,000            FIELD CAMCORDERS</p>								



UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	New field camcorders are needed to replace the existing camcorders which are over 8 years old								
<b>Total EQUIPMENT REPLACEMNT</b>		<b>52,000</b>	<b>0</b>	<b>0</b>	<b>47,000</b>	<b>52,000</b>	<b>6,000</b>	<b>32,000</b>	<b>0</b>
<b>18407 CAPITAL - Information Tech</b>									
<b>CAPITAL-NOT E/R</b>									
18407 07401	<b>NETWORK EQUIPMENT</b>	25,500	0	0	0	0	0	0	0
	Redundant firewall - \$7,000 - PRIORITY #6 Redundant fatpipe(internet throughput device) - \$3,500 - PRIORITY #7 From the goals and objectives devices to be used for the safety and codes department for entering and updating in the field (\$15,000) - PRIORITY #4								
18407 07409	<b>MISC PROJECTS</b>	78,000	60,000	60,000	52,000	35,000	25,000	15,000	0
	2013 - Electronic door locks and security measures in the police department - \$8,000 - PRIORITY #5 2013 - To finish fully funding the Document Imaging project- \$35,000 - PRIORITY #1 2013 - Document Imaging archiving - \$25,000 - PRIORITY #3 2013 - Disaster recovery - \$10,000 Review and implement an inhouse or offsite facility - PRIORITY #8 MGR RECMND FOR 2013: \$35,000 PRIORITY #1 AND \$25,000 PRIORITY #3  2014 - Disaster recovery - \$10,000 2014 - Continue with security and doors - \$7,000 2014 - Document Imaging archiving - \$35,000 2015 - Document Imaging archiving - \$35,000 2016 - Document Imaging archiving - \$25,000 2017 - Document Imaging archiving - \$15,000								
18407 07745	<b>CONSULTING SERVICES</b>	20,000	15,000	15,000	5,000	5,000	5,000	5,000	0





UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
18407 07904	<b>REPLACE SOFTWARE</b> 2013 - VMware servers licenses - \$2,700 2013 - Windows 2008 / 2012 server licenses - \$2,200 2013 - DataProtector modules for backuping of data - \$6,600 2013 - Microsoft office upgrades - \$1,500 2014 - Windows server licenses - \$2,200 2015 - VMware server licenses - \$2,700 2015 -Windows server licenses - \$2,200	13,000	0	0	2,200	4,900	5,000	5,000	0
18407 07909	<b>REPLACE MISC PROJECTS</b> Computer room fire suppression needs to be upgraded. The township computer network provides data processing, data storage and communications for all township functions. The network supports function specific applications such as permitting and financials, as well as "domestic functions" such as word processing and spreadsheet design. It includes network devices and software upgrades.	18,000	0	0	18,000	18,000	18,000	18,000	0
<b>Total EQUIPMENT REPLACEMNT</b>		<b>125,000</b>	<b>10,000</b>	<b>10,000</b>	<b>101,200</b>	<b>88,900</b>	<b>79,000</b>	<b>79,000</b>	<b>0</b>
<b>18408 CAPITAL - Planning</b>									
<b>CAPITAL-NOT E/R</b>									
18408 07408	<b>INFORMATION TECHNOLOGY</b> 2014 & 2016 - Continuation of GIS Implementation.	0	0	0	3,500	0	3,500	0	0
18408 07745	<b>CONSULTING SERVICES</b> GIS Zoning/Subdivision Update.	5,000	5,000	5,000	0	10,000	5,000	0	0
<b>Total CAPITAL-NOT E/R</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>3,500</b>	<b>10,000</b>	<b>8,500</b>	<b>0</b>	<b>0</b>





UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
18410 07408	<b>INFORMATION TECHNOLOGY</b> Year 2013 - Total - \$1,000 - Surveillance camera storage equipment (hard drives) for SIU Priority #2 MGR RECMND FOR 2013: \$1,000 PRIORITY#3  Year 2014 - Total- \$3,000 - PRIORITY #2- Items for Village at VF Sub-Station Wiring, switch & module, phone, PC, printer, misc, labor. Year 2015 - Total - \$0 Year 2016 - Total - \$0 Year 2017 - Total - \$0	1,000	1,000	1,000	3,000	0	0	0	0
<b>Total CAPITAL-NOT E/R</b>		<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>13,000</b>	<b>10,000</b>	<b>10,000</b>	<b>15,000</b>	<b>0</b>
<b>EQUIPMENT REPLACEMNT</b>									
18410 07902	<b>REPLACE OFFICE FURN/FIXTURES</b> Year 2013 - Total \$12,000 - general furniture upgrades Year 2014 -Total \$12,000 - general furniture upgrades Year 2015 - Total \$12,000 - general furniture upgrades Year 2016 - Total \$12,000 - general furniture upgrades Year 2017 - Total \$12,000 - general furniture upgrades	12,000	0	0	12,000	12,000	12,000	12,000	0
18410 07905	<b>REPLACE COMMUNICATION EQPT</b>	0	0	0	145,000	85,000	85,000	85,000	0



UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
<p>Year 2013 - Total - \$0            Year 2014 - Total \$145,000                \$60,000 - Server for Radio System Server is separate from the CEB (Gold Elite).                \$85,000 -Radio Equipment - New Lease/Purchase. Will include any console furniture upgrades            Year 2015 - Total \$85,000                \$85,000 -Radio Equipment - Continue with Lease/Purchase            Year 2016 - Total \$85,000                \$85,000 -Radio Equipment -Continue with Lease/Purchase            Year 2017 - Total \$85,000                \$85,000 -Radio Equipment - Continue with Lease/Purchase</p>									
18410 07906	<b>REPLACE WEAPONS/POLICE EQUIP</b>	10,374	0	0	0	0	20,000	10,000	0
<p>Year 2013 - Total \$10,374   \$3,000 - Night Vison Equipment (2 Units)                \$7374 - Police uniform personal equipment, such as leather gear, holsters, ASP's, service weapons, badges, flashlights, blouse coats, etc. (excluding shirts and pants.)*             *This equipment is expected to last in excess of 5 years. Can be passed down to other officers.             Year 2014- Total - \$3687.00 - Uniform Replacement            Year 2015 - Total -\$3871.00 - Uniform Replacement            Year 2016 - Total - \$24,065   Taser replacements 5 y.r warranty ends 10-14-16. Plus \$4065 Uniform Replacement            Year 2017 - Total -\$14,268 - Start of AED replacement. Plus \$4268 Uniform Replacement</p>									
18410 07908	<b>REPLACE INFORMATION TECH. EQPT</b>	0	0	0	5,000	0	0	0	0



UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
Year 2013 - Total - \$0 Year 2014 - Total - \$5000 - Potential Livescan and CPIN updates Year 2015 - Total - \$0 Year 2016 - Total - \$0 Year 2017 - Total - \$0  Most equipment covered by Maintenance Contracts.									
18410 07909	<b>REPLACE MISC CAPITAL PROJECT</b>	21,000	0	0	10,000	0	0	0	0
Year 2013 - Total - \$21,000 Total - \$10,000 - Twp. Bld. Cameras (start upgrade) / \$11,000 - Replace Video Arraignment System Year 2014- Total - \$10,000 -Twp. Bld. Cameras (continue upgrade) Year 2015 -Total- \$10,000 -Twp. Bld. Cameras (complete upgrade) Year 2016 - Total- \$0 Year 2017 - Total- \$0									
18410 07911	<b>REPLACE PATROL CAR EQPT</b>	15,000	0	0	20,000	20,000	20,000	25,000	0
Year 2013 - Total- \$15,000 - Equipment needed for vehicle changeovers Year 2014 - Total- \$20,000 - Equipment needed for vehicle changeovers Year 2015 - Total - \$20,000 - Equipment needed for vehicle changeovers Year 2016 - Total - \$20,000 - Equipment needed for vehicle changeovers Year 2017 - Total - \$25,000 - Equipment needed for vehicle changeovers  * When possible, equipment is moved from carto car, but this is sometimes not feasible based on model year changes.*									
18410 07913	<b>REPLACE MOBILE DATA COMPUTERS</b>	45,000	0	0	45,000	0	0	50,000	0





UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
<b>CAPITAL-NOT E/R</b>									
18411 07431	<b>EMS APPARATUS</b>	147,000	147,000	147,000	0	105,000	0	105,000	0
	2013 -- Replace Chief 317 (2001) - \$ 42,000								
	2013 -- Replace ambulance 317-3 (xxxx) - \$105,000								
18411 07432	<b>FIRE APPARATUS</b>	217,000	217,000	217,000	86,000	900,000	616,054	0	550,000
	2013 - Replace Chief 48 (2002) - \$ 42,000								
	2013 - Refurb Pipeline 49 (1997) - \$ 175,000								
18411 07433	<b>COMMUNICATION EQUIPMENT</b>	5,000	5,000	5,000	1,216,000	5,000	5,000	5,000	5,000
	2013 -- Alpha_numeric pagers - \$5,000								
	20xx -- Replace fire / ems radios - \$1,666,000								
	- Swedesburg --- 53 portables, 6 mobiles, 1 base -- \$420,000								
	- Swedeland --- 40 portables, 5 mobiles, 1 base -- \$322,000								
	- King of Prussia -- 71 portables, 10 mobiles, 2 bases - \$581,000								
	- Lafayette --- 27 portables, 9 mobiles, 1 base -- \$252,000								
	- EOC --- 4 base -- \$ 28,000								
	- FMO --- 3 portables, 3 mobiles, 1 base -- \$ 49,000								
	-Managers --- 2 portable -- \$ 14,000								
18411 07434	<b>COMPUTER EQUIPMENT</b>	3,000	3,000	3,000	8,000	8,000	8,000	8,000	0



UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	2013 -- Hardware & Software - \$ 8,000								
	2013 -- contingency computer replacement - \$3000								
	2014 -- contingency computer replacement - \$3,000								
	2015 -- contingency computer replacement -- \$3,000								
	2016 -- contingency computer replacement - \$3,000								
	2017 - contingency computer replacement - \$3,000								
18411 07436	<b>FIRE RELATED EQUIPMENT</b> 2013 - 2,000 feet of 5" supply line -- \$14,000	14,000	14,000	14,000	0	0	0	0	0
18411 07437	<b>CAPITAL EQUIPMENT MAINTENANCE</b> \$10,000 per year - ongoing  Funds from this item used to fund emergency, nonbudgeted repairs to fire apparatus.	10,000	10,000	10,000	10,000	10,000	10,000	10,000	0
<b>Total CAPITAL-NOT E/R</b>		<b>396,000</b>	<b>396,000</b>	<b>396,000</b>	<b>1,320,000</b>	<b>1,028,000</b>	<b>639,054</b>	<b>128,000</b>	<b>555,000</b>
<b>18413 CAPITAL - Safety &amp; Codes</b>									
<b>EQUIPMENT REPLACEMNT</b>									
18413 07902	<b>REPLACE OFFICE FURN/FIXTURES</b> \$4,000 per year	4,000	0	0	4,000	4,000	4,000	4,000	0



UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
18413 07905	<b>REPLACE COMMUNICATION EQPT</b>	0	0	0	50,000	0	0	0	0
2014	--\$50,000								
18413 07951	<b>REPLACE VEHICLES</b>	56,000	0	0	51,000	51,000	62,000	35,000	35,000
2013	-- Replace #354 (2000) - 47,293 miles -- \$28,000 (2)								
2013	-- Replace #326 (1998) - 112,200 miles -- \$28,000 (1)								
2014	-- Replace #360 (2004) - 72,000 miles -- \$51,000								
2015	-- Replace #359 (2004) - 64,000 miles -- \$51,000								
2016	-- Replace #327 (2004)- 30,753 miles -- \$32,000								
2016	-- Replace #321 (2005) - 29,128 miles -- \$30,000								
2017	-- Replace #361 (2006) - 30,365 miles -- \$35,000								
2018	-- Replace #322 (2008) - 15,147 miles -- \$32,000								
<b>Total EQUIPMENT REPLACEMNT</b>		<b>60,000</b>	<b>0</b>	<b>0</b>	<b>105,000</b>	<b>55,000</b>	<b>66,000</b>	<b>39,000</b>	<b>35,000</b>
<b>18421 CAPITAL - Trout Run</b>									
<b>CAPITAL-NOT E/R</b>									
18421 07741	<b>MAJOR COMPONENTS</b>	105,000	0	0	110,000	115,000	120,000	125,000	0
PRIORITY 1 - Funding Major Component repairs to plant process equipment (i.e. clarifiers, trickling filters, sludge thickeners, etc.) and other major areas. Major treatment units are 15 to 50 years old. Project allows unanticipated repairs to major treatment units and systems, and assist staff in maintaining NPDES Permit requirements. Failure to promptly repair major equipment and comply with regulations will cause significant violation(s) to our NPDES Permit resulting in fines, penalties and federal & state enforcement of actions up to, and including, possible incarceration. Funding in 2013-105K Funding in 2014-110K Funding in 2015-115K Funding in 2016-120K Funding in 2017-125K									



UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
18421 07742	<b>REHABILITATION</b> 2013 - PRIORITY 2 - \$250,000.00 Funding for painting metal surfaces of the primary and secondary clarifiers, solids contact tank and sludgethickner tank.  Funding in 2015 for painting of other surfaces - \$100,000.00.	250,000	250,000	250,000	0	100,000	0	0	0
18421 07744	<b>ROOF/WINDOW</b> PRIORITY 3 - Roof replacement Funding in 2013 for the Operation building; the Incinerator building and the Sludge Belt Press building - \$85,000.00.  Roof replacement funding in 2014 for Chemical/Blower building; Roof replacement for Grit and Chlorine buildings - \$85,000.00; Repair concrete and sidewalks - \$25,000.00.  Funding in 2016 for garage door replacement - \$50,000.00; Repair concrete and sidewalks - \$25,000.00.	85,000	0	0	110,000	0	75,000	0	0
18421 07888	<b>TROUT RUN</b>	22,500	0	0	257,500	270,000	70,000	30,000	0



UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	<p>PRIORITY 4 - Funding in 2013 for pump/motor rebuilds - \$15,000.00; piping valve repairs - \$7,500.00.</p> <p>Funding in 2014 pump/motor rebuilds -\$15,000.00; sludge conveyor - \$200,000.00; brick repointing - \$35,000.00; trickling filter repairs-\$7,500.00.</p> <p>Funding in 2015 for driveway and parking lot repaving, previously done in 1995 - \$175,000.00; pump/motor rebuilds - \$15,000.00; trickling filter repairs - \$7,500.00; grinder repairs-\$15,000.00 piping valve repairs - \$7,500.00; high voltage substation repairs - \$50,000.00.</p> <p>Funding in 2016 for pump/motor rebuilds - \$15,000.00; trickling filter repairs - \$7,500.00; piping valve repairs - \$7,500.00; grinder repairs - \$40,000.00.</p> <p>Funding in 2017 for pump/motor rebuilds - \$15,000.00; trickling filter repairs - \$7,500.00; piping valve repairs - \$7,500.00.</p>								
<b>Total CAPITAL-NOT E/R</b>		<b>462,500</b>	<b>250,000</b>	<b>250,000</b>	<b>477,500</b>	<b>485,000</b>	<b>265,000</b>	<b>155,000</b>	<b>0</b>
<b>EQUIPMENT REPLACEMENT</b>									
18421 07923	<b>REPLACE TRACTORS</b>	0	0	0	0	65,000	0	0	0
	Funding in 2015 for Articulating Loader \$65,000.00.								
18421 07929	<b>REPLACE OTHER HEAVY EQUIPMENT</b>	1,075,000	944,323	944,323	0	0	0	125,000	0





UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
<b>Total EQUIPMENT REPLACEMNT</b>		<b>1,117,500</b>	<b>944,323</b>	<b>944,323</b>	<b>25,000</b>	<b>159,000</b>	<b>67,500</b>	<b>192,500</b>	<b>0</b>
<b>18422 CAPITAL - Matsunk</b>									
<b>CAPITAL-NOT E/R</b>									
18422 07409	<b>MISC EQUIPMENT</b>	0	0	0	50,000	300,000	0	0	0
	<p>Funding in 2014 for Trickling Filter Covers: Phase 1 - \$50,000.00. Cover the 4 trickling filter towers to prevent freezing of the media during winter weather and roosting of starlings. (Starling roosting causes unsightly bird droppings on personnel, buildings and both Township and staff's personal vehicles and equipment.) Phase 1: Assessment and Design Engineering</p> <p>Funding in 2015 for Trickling Filter Covers: Phase2 - \$300,000.00. (See previous description) Phase 2: Construction, Inspection and Project Closeout</p>								
18422 07429	<b>OTHER HEAVY EQUIPMENT</b>	0	466,292	466,292	0	0	0	0	0
	<p>Funding in 2012 for Trickling Filter Tower Repairs: Phase 2 - \$800,000.00. Two phased project evaluating and repairing cracks and spalling on treatment units. Evaluation has been completed. Updated opinion of probable construction costs are reflected in this request. Repairing and sealing surfaces extends the life of the structures and prevents further deterioration of the concrete surfaces. Project recommended by UMMUA's Consulting Engineer. The Township received a \$332,605.00 grant was approved by the PA H2O Program. Funds for the grant must be utilized by June of 2013. Phase 1: Completed in 2008. FUNDING: \$332,605 GRANT and BALANCE OF PROJECT FUNDING- -BOND ISSUE \$467,395</p>								
18422 07741	<b>MAJOR COMPONENTS</b>	90,000	0	0	95,000	100,000	105,000	110,000	0



UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	Funding for 2013-2017: Major Component repairs to plant modules (i.e.clarifiers, trickling filters, sludge thickeners, etc.) and other major areas. Major treatment units are 20 to 45 years old. Project allows unanticipated repairs to major treatment units and systems, and assist staff in maintaining NPDES Permit requirements.								
18422 07742	<b>REHABILITATION</b>	300,000	300,000	300,000	0	0	0	0	0
	Funding in 2013 for Plant Painting Project - \$300,000.00. Project consists of cleaning, prepping and coating plant process units and equipment. The work will prevent further deterioration and extend equipment life. Request to increase the cost based on repairing the constructionjoints on the bottom of the Flow Equalization Tank and along the exterior wall at the base of the tank as recommended by the Authority's consulting engineer.								
18422 07744	<b>ROOF/WINDOW</b>	47,000	0	0	137,500	18,500	0	0	0



UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	<p>Funding in 2013 for Roof Replacement Project - \$35,000.00. Replacement of roofs on the influent pumping station and the blower building. Roofs on both buildings are approximately 30 years old, have reached the end of their life expectancy and are out of warranty. They are shown here for budgetary purposes and will only be replaced if and when necessary.</p> <p>Funding in 2013 for Window/Door Replacement on Sludge Dewatering Building: Phase 2 - \$12,000.00. Second phase of the project. Existing hopper style windows and aluminum entry doors are over 30 years old and failing due to the inherent environmental conditions of the sludge dewatering building. Replacement is necessary.</p> <p>Funding in 2014 for Window/Door Replacement on Sludge Dewatering Building: Phase 3 - \$12,000.00. Third phase of the project. This phase of the project will replace the remaining hopper style windows on the sludge dewatering building that are over 30 years old and failing due to the inherent environmental conditions. Replacement is necessary.</p> <p>Funding in 2014 for Roof Replacement Incinerator Building Project - \$95,000.00. Project replaces the roof on the incinerator building. Replacement will prevent water damage from occurring to structural and electrical components. Existing roof is approximately 30 years old and no longer able to retain warranty.</p> <p>Funding in 2014 to Replace Fiberglass Panels on Incinerator Building - \$12,000.00. Project replaces the existing fiberglass panels on the rear of the incinerator building with secure locking windows. Originally constructed in 1982, it incorporated the panels as a way of allowing natural light into the facility. Replacing the panels with windows will provide additional security as recommended by the Vulnerability Assessment Report submitted by the Township's Consulting Engineer.</p> <p>Funding in 2014 for Roll-up Door Replacement on the Sludge Dewatering Building: Phase 1 - \$18,500.00. Existing roll-up doors are approximately 25 years old and in need of replacement. Doors are deteriorating due to the inherent environmental conditions existing within the building and have</p>								



UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	become quite unreliable.								
	Funding in 2015 for Roll-up Door Replacement on the Sludge Dewatering Building: Phase 2 - \$18,500.00. Second phase of the Roll- up Door Replacement project described in 2012.								
18422 07887	<b>MATSUNK</b>	40,000	0	0	340,000	525,000	0	0	0









UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
<b>Total CAPITAL-NOT E/R</b>		<b>477,000</b>	<b>766,292</b>	<b>766,292</b>	<b>662,500</b>	<b>1,143,500</b>	<b>105,000</b>	<b>110,000</b>	<b>0</b>
<b>EQUIPMENT REPLACEMNT</b>									
18422 07905	<b>REPLACE COMMUNICATION EQPT</b>	10,000	0	0	0	0	0	0	0
<p>Funding in 2013 to Replace Auto-Dialer - \$10,000.00. Present unit is approximately 15 years old and cannot be expanded to accept more alarminputs. Repair parts are harder to obtain since auto-dialers in general are becoming obsolete. This equipment is necessary for notificationof plant personnel in the event of an operational emergency.</p>									
18422 07909	<b>REPLACE MISCELLANEOUS</b>	90,000	0	0	13,000	134,000	28,000	2,500	0





UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	and effluent flow pursuant to our NPDES permit requirements.								
	Funding in 2016 to Replace the 50 Inch Riding Mower - 18,000. Existing riding mower is over 10 years old and requires intense maintenance to keep operational. Occasionally, parts are not in stock requiring the unit be kept out of service for prolonged periods of time. Request to replace the mower with the same size cutting deck and horsepower rating.								
	Funding in 2017 to Replace Toxic Gas Monitors - \$2,500.00. Project replaces one toxic gasmonitor. Facility has 2 monitors used for all confined space entries when equipment repairs and adjustments are needed. Request replacement when the older units are no longer cost effective to repair.								
18422 07929	<b>REPLACE OTHER HEAVY EQUIPMENT</b>	1,000,000	944,323	944,323	165,000	125,000	300,000	50,000	350,000







UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	Funding for 2013 - PRIORITY 5 - Updating the Sanitary Sewer Maps G.I.S. Database - Add data contained on sanitary sewer paper drawings into the Township's G.I.S. system. Addition of the sanitary sewer line information into the G.I.S. will greatly enhance locating manholes for PA One Calls, scheduling work, quickly finding pertinent data in an emergency, recordkeeping and providing information on a timely basis to various firms for design and feasibility studies when requested. - \$50,000.00								
18423 07671	<b>SEWER LINES/LATERALS</b>	400,000	100,000	100,000	400,000	400,000	400,000	450,000	550,000



UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	<p>Funding in 2013 to 2018 - Replace Sanitary Sewer Lines Construction /Replacement of Deteriorated Sanitary Sewer Lines. Many sanitary sewer lines in the Township are over 60 years old. Major problem areas are pin-pointed annually for sanitary sewer replacement projects. With the completion of the sanitary sewer flow modeling and GIS mapping project staff will be equipped to aggressively pursue potential problem areas before they become critical. Replacement of leaking and deteriorated sanitary sewer lines and manholes will reduce the potential formation of costly sinkholes, and greatly decrease the amount of infiltration of ground water into the sanitary sewer system. We propose to expend a minimum of \$250,000,00 per year to address these areas.</p> <p>Funding in 2013 to 2018 - Sanitary Sewer Interceptor upgrades in the Abrams and Matsunk drainage basins. Future pipe capacity deficiencies were located during a 2005 flow study. Potential problem segments require upgrading to prevent undesirable hydraulic conditions causing possible overflows - \$150,000.00. / year.</p> <p>Funding in 2017 - Clear Easements through the sanitary sewer system and clean the interceptors. There are several areas which do not have ready access to, which need to be cleared and special easement and bucket machines need to be used to clean some of the larger sized sewer lines. - Phase 1- \$50,000.00</p> <p>Funding in 2018 - Clear Easements through the sanitary sewer system and clean the interceptors. There are several areas which do not have ready access to, which need to be cleared and special easement and bucket machines need to be used to clean some of the larger sized sewer lines. - Phase 2- \$150,000.00</p>								
18423 07672	<b>ABRAMS PS</b>	200,000	0	0	45,000	140,000	40,000	40,000	150,000



UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	Funding in 2013 - Pumps/Valves - Replace the Pumps/Valves at Abrams Pumping Station. Pumps/Valves are in dire need of replacement. They are approximately 23 years old and showing advanced signs of fatigue and wear - \$200,000.00.								
	Funding in 2014 - Replace Flow Meter to Trout Run. Meter is non-functioning. Purpose is to measure the flow to Trout Run. Theflow can not be split without this meter functioning properly - \$45,000.00.								
	Funding in 2015 - Doors - Replace the doors at Abrams Pumping Station - Over the years the doors and hardware have deteriorated due to sewer gases and in need of replacement. - \$15,000.00								
	Funding in 2015 - Generator and Louver Replacement - Replace the emergency generator and louver at Abrams Pumping Station. This generator will be 26 years old and is showing signs of fatigue and wear. - \$125,000.00								
	Funding in 2016 - Muffin Monster Replacement - Replace Comminuter #1 at Abrams Pumping Station. This comminuter will be 23 years old and has been repaired several times. - \$40,000.00								
	Funding in 2017 - Muffin Monster Replacement - Replace Comminuter #2 at Abrams Pumping Station. This comminuter will be 24 years old and has been repaired several times. \$40,000.00								
	Funding in 2018 - Replace VFD's and Controller. These items are electronic and will be 17 years old in 2018, outdated and in need of replacement. \$150,000								
18423 07673	<b>BALLIGOMINGO PS</b>	25,000	0	0	0	0	80,000	0	0



UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	Funding for 2013-Gabion Repairs - Repair the Gabions and area around the Pumping Station which are deteriorating due to a change in the path of the Gulph Creek flow. - \$25,000.00								
	Funding for 2016 - Replace Pumps at Baligomingo Pumping Station. - These pumps will be 31 years oldat the time of scheduled replacement. - \$80,000.00								
18423 07674	<b>DEKALB/ROSS RD PS</b>	40,000	0	0	40,000	0	0	0	0
	Funding in 2013 - Replacement of pumps at Ross Road to upgrade capacity recommended by the Authority Engineer. - \$40,000								
	Funding in 2014 -Replacement of pumps at DeKalb to upgrade capacity recommended by theAuthority Engineer. - \$40,000								
18423 07677	<b>KING MANOR</b>	40,000	0	0	40,000	0	0	0	0
	Funding in 2013 - Replace worn out pump and upgrade the flow rate back to normal capacity. Pump is worn, becomes clogged and is in need of backflushing. - \$40,000								
	Funding in 2014 - Install a comminuter in thewet well to shred the rags which are continually blocking the pumps. - \$40,000.								
18423 07690	<b>SINKHOLE REPAIRS</b>	275,000	100,000	100,000	300,000	325,000	350,000	375,000	375,000



UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
<p>Funding in 2013 to 2018 - CONTINGENCY ACCOUNT-USED ONLY IF NEEDED. Repair sinkholes not covered by Township insurance impacting the Township's sanitary sewer collection system. We are requesting that \$275,000.00 be allocated annually for this all to frequent occurrence.</p>									
18423 07744	<b>ROOF/WINDOW</b>	0	0	0	80,000	0	0	0	0
<p>Funding in 2014 for Roof Replacement - Project wil replace the flat roof at Abrams that is approximately 23 years old, flat roof at Balligomingo that is approximately 26 years old and the shingle roof at King Manor Pumping Station that is approximately 23 years old. - \$80,000.00</p>									
<b>Total CAPITAL-NOT E/R</b>		<b>1,030,000</b>	<b>200,000</b>	<b>200,000</b>	<b>912,700</b>	<b>872,900</b>	<b>878,100</b>	<b>873,300</b>	<b>1,075,000</b>
<b>EQUIPMENT REPLACEMNT</b>									
18423 07951	<b>REPLACE VEHICLES</b>	215,000	0	0	175,000	70,000	250,000	35,000	0







UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

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18430 07429	<b>OTHER HEAVY EQUIPMENT</b>  2014 - Skid Steer Loader - \$55,000.00. Skid Steer Loader with high output hydraulics excavator/ loader used for small jobs and in tight areas decreasing damage by using large equipment and opening an avenue for necessary attachments to be purchased or rented (i.e. brush hog, back-ho , plow, snow blower etc.). Matsunk's Skid Steer Loader is not a high output loader and can not run any other equipment.	0	0	0	55,000	0	0	0	0
18430 07661	<b>BRIDGE MAINTENANCE</b>	100,000	850,800	850,800	370,000	275,000	40,000	20,000	0







UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
18430 07665	<b>STORMWATER PROJECTS</b>	180,000	270,000	270,000	90,000	20,000	60,000	0	0
	<p>2013 - (Priority #4) \$60,000.00 Red Oak Terrace - replace 2- 6 ft. inlets, add 3-4 ft. c-top inlets, road and curb reconstruction. As per Pennoni Engineering report.</p> <p>2013 - (Priority #5) \$120,000.00 Sharon Court Construction as per T&amp;M Assoc. Report.</p> <p>MGR RECMND FOR 2013: \$60,000 RED OAK TERRACE, \$120,000 SHARON CT, and \$90,000 DIANA CT.; \$270,000TOTAL FOR 2013</p> <p>2014 - \$90,000.00 Diana Court Construction as per T&amp;M Assoc Report.</p> <p>2015 - \$20,000.00 James Street Construction as per T&amp;M Assoc Report (remove damaged section only).</p> <p>2016 -\$48,000.00 North Prince Fredrick Street construction as per T&amp;M Assoc Report.</p>								
18430 07884	<b>TOWNSHIP GARAGE</b>	5,000	0	0	150,000	90,000	0	0	0
	<p>2013 - ( Priority #10) \$5000.00 replace worn tile floors in offices.</p> <p>2014 for Painting Project - \$150,000.00. Prepare and paint the outside of the Township garage. repair mortar and expansion joints.</p> <p>2015 for Roof Construction - \$90,000.00. Roof to cover material bins and v-boxes protecting equipment from the elements during off-season and eliminating debris in stormwater system.</p>								
18430 07889	<b>OTHER BUILDINGS</b>	120,000	0	0	60,000	0	0	0	0
	<p>2013 -( Priority #2) \$120,000.00. Rehabilitation of Mancill Mill Road salt storage structure as per Engineer's estimate.</p> <p>2014 - \$60,000.00. Replace salt dome roof installed in 1988. The roof is 24 years old, the shingles have loosened and can not be restored.</p>								



UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
<b>Total CAPITAL-NOT E/R</b>		<b>1,081,000</b>	<b>1,186,800</b>	<b>1,186,800</b>	<b>955,000</b>	<b>540,000</b>	<b>180,000</b>	<b>100,000</b>	<b>0</b>
<b>EQUIPMENT REPLACEMNT</b>									
18430 07902	<b>REPLACE OFFICE FURN/FIXTURES</b> 2014 - \$2000.00 Replace Office Furniture/Fixtures in Highway Superintendents Office. 2015 - \$2000.00 Replace Office Furniture/Fixture in Traffic Signal Office.	0	0	0	2,000	2,000	0	0	0
18430 07907	<b>REPLACE TRAFFIC EQUIPMENT</b>	186,000	0	0	160,000	160,000	160,000	160,000	0



UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	2013 - 2017 \$100,000.00 for Traffic Equipment. Contingency item to replace control cabinets, poles, etc. due to traffic accidents. (Funded from General Fund as needed)								
	Traffic Signal Rewire - (five year plan - \$488,000.00), signals need to be rewired due to the insulation on the conductors decreasing, weathering over the years, excessive splices and patched cables from years of operation.								
	2013 - \$16,000.00 for Traffic Signal Pole, replace traffic signal pole and its foundation on Route 202 & Allendale Road.								
	2013- (Priority #12) \$70,000.00 Traffic Signal Rewire Mall & Wills Boulevard.								
	2014 - \$70,000.00 Traffic Signal Rewire Mall Blvd and Court.								
	2014 - \$21,000.00 Street Lighting Upgrade Program.								
	2015 - \$75,000.00 Traffic Signal Rewire Route 202 & Allendale Road.								
	2015 - \$21,000.00 Street Lighting Upgrade Program.								
	2015 - \$55,000.00, Traffic Signal Rewire Route 202 and Town Center Road.								
	2016 - \$80,000.00 for Traffic Signal Rewire Long Rd and Dekalb Pike.								
	2017 - \$80,000.00 for Traffic Signal Rewire Mall Blvd and Conrad Dr.								
<b>18430 07912</b>	<b>REPLACE SNOW EQUIPMENT</b>	10,000	0	0	10,000	12,000	12,000	13,000	0



UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	<p>Replace and maintain snow removal equipment (i.e. new snow plows, v-box spreaders, tail gate spreaders, plow frames, hydraulic and brine spraying equipment, components, etc.).</p> <p>2013 - \$10,000.00            2014 - \$10,000.00            2015 - \$12,000.00            2016 - \$12,000.00            2017 - \$13,000.00</p>								
18430 07922	<b>REPLACE LOADER</b>	0	0	0	0	160,000	0	0	0
	<p>Funding in 2015 for Loader- \$160,000.00. Replace 1993 Loader 450 used to load salt trucks, grading, lifting heavy equipment and maintaining daily operation of division.</p>								
18430 07929	<b>REPLACE OTHER HEAVY EQUIPMENT</b>	260,000	0	0	25,000	0	0	0	0
	<p>2013 - \$260,000 Leaf Compactor, Hook Loader, Snow Equipment - Replacing #454 and #455 (Leaf Loaders \$50,000 each) The new leaf compactor will ensure uninterrupted service and less man-hours. This compactor will be implemented onto the new 10-wheel dump truck chassis (449) by way of a hook loader system. This will also enable staff to clear inlets following heavy rain events. New technology will reduce leaf dust from being expelled into the air by venting at the bottom. The Township has applied for a "Recycle Grant" to help offset the costs associated with this financial commitment. At the time this budget was submitted there has been no official ruling on the grant status.</p> <p>2014 - \$25,000.00 Replace 1997 Buthling Asphalt Roller.</p>								
18430 07941	<b>REPLACE MAJOR COMPONENTS</b>	15,000	0	0	10,000	10,000	12,000	12,000	0





UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
18432 07884	<b>TOWNSHIP GARAGE</b>	35,000	0	0	60,000	25,000	100,000	12,000	0
	PRIORITY - 4 Funding in 2013 for Painting Project - \$25,000.00. Pressure wash and repaint garage.  PRIORITY - 5 Funding in 2013 for Evaporative Cooler - \$10,000.00. Garage temperatures have reached 89* during the summer months. Cooler provides a comfortable air conditioned environment. (Possible D.V.I.T. Grant Assistance 2013)  Funding in 2014 for Truck Lift - \$60,000.00. Purchase and install second truck lift to increase productivity during snow plow operations.  Funding in 2015 for Space Utilization Study - \$25,000.00. Determine the most efficient and effective use of the work environment with a view toward employee safety and site security. Goal adopted by the BOS in 2009 for Public Works.  Funding in 2016 to improve Vehicle Maintenance Facility- \$100,000.00. Implementation of Architects/ Engineers findings to improve Vehicle Maintenance work facility. Carryover from 2009.  Funding in 2017 \$12,000.00 to refinish walls and tile floor in Vehicle Maintenance office, lunchroom and locker room/bathroom.								
<b>Total CAPITAL-NOT E/R</b>		<b>35,000</b>	<b>0</b>	<b>0</b>	<b>60,000</b>	<b>25,000</b>	<b>100,000</b>	<b>12,000</b>	<b>0</b>
<b>EQUIPMENT REPLACEMENT</b>									
18432 07909	<b>REPLACE MISC CAPITAL PROJECTS</b>	55,000	0	0	5,000	5,000	5,000	5,000	0



UPPER MERION TOWNSHIP  
 CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	PRIORITY -2 Funding in 2013-\$55,000 Funding in 2013 to 2017 for MajorComponent Replacement - \$5,000.00. Replacement of failed shop equipment and non- functioning equipment as needed to maintain proper operation of the Vehicle Maintenance division.								
	PRIORITY - 3 Funding in 2013 Upgrade Fleet Fueling System - \$50,000.00. Replace system with a transponder type system that will approve fueling of fleet vehicles and track vehicle mileage for vehicle service alerts.								
18432 07929	<b>REPLACE OTHER HEAVY EQUIPMENT</b>	35,000	0	0	8,000	15,000	10,000	5,000	0







UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
<b>Total CAPITAL-NOT E/R</b>		<b>100,000</b>	<b>0</b>	<b>0</b>	<b>165,000</b>	<b>12,000</b>	<b>24,500</b>	<b>0</b>	<b>0</b>
<b>EQUIPMENT REPLACEMNT</b>									
18434 07923	<b>REPLACE TRACTORS</b> Funding in 2014 to Replace Tractor #456 which is approximately 30 years old.	0	0	0	45,000	0	0	0	0
18434 07951	<b>REPLACE VEHICLES</b> 2013 - Replace Vehicle #431 Maintenance Landscape Trailer. 2014 - Replace Truck 431.	15,000	0	0	45,000	0	0	0	0
<b>Total EQUIPMENT REPLACEMNT</b>		<b>15,000</b>	<b>0</b>	<b>0</b>	<b>90,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>18436 CAPITAL - Building Maintenance</b>									
<b>CAPITAL-NOT E/R</b>									
18436 07741	<b>MAJOR COMPONENTS</b> PRIORITY - 5 Funding in 2013 for Interior Lighting Upgrade Project: Phase 1 - \$30,00.00. Replace interior office, Library and conference room lighting with LED energy efficient fixtures. Project will be a continuation of the Townships efforts to reduce energy costs.  Funding in 2014 for Interior Lighting Upgrade Project: Phase 2 - \$25,000.00.  Funding in 2015 for Interior Lighting Upgrade Project: Phase 3 - \$15,000.00.	30,000	0	0	25,000	15,000	0	0	0
18436 07742	<b>PAINTING/CARPETING/WALLPAPER</b>	15,000	0	0	15,000	15,000	15,000	15,000	0



UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
	PRIORITY - 8 Funding in 2013 to 2017 for Carpet Replacement - \$15,000.00 requested for 2013. Replace carpet in Police department, Library and office areas as needed. Total projected cost of replacing worn carpeting is \$75,000.00 and should improve the appearance of the Township Building and reduce man-hours spent trying to maintain the worn carpet. CARRYOVER FROM 2009								
18436 07743	<b>HVAC</b>	125,000	0	0	0	60,000	0	0	0
	PRIORITY 4 2013 - Purchase of Computer Room A/C System. - \$25,000.00.  PRIORITY -7 Funding in 2013 to Clean HVAC Ductwork - \$25,000.00. Project entails high pressure vacuum cleaning of the HVAC ductwork throughout the Township Building. Completing this project greatly reduces the chance of dirt, dust, dander, or other organisms negatively effecting Township employees or the public who frequent the Township Building utilizing Township services.  PRIORITY - 2013 - Purchase of Computer Room A/C System. - \$25,000.00. Funding in 2013 to Replace Remaining 5 Boilers - \$75,000.00. Project will complete replacement of the boilers started in 2010. Replacement of the remaining boilers with more efficient equipment will have a positive effect on reducing heating energy costs.  Funding in 2015 - \$60,000.to Replace Exhaust Fan in Police garage.								
18436 07883	<b>TOWNSHIP BLDG</b>	118,000	54,375	54,375	40,000	25,000	75,000	20,000	0





UPPER MERION TOWNSHIP  
CAPITAL IMPROVEMENT PLAN 2013 - 2018  
**Capital Budget-Adopted**

ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
18436 07902	<b>REPLACE FURNITURE/FIXTURES</b> Funding in 2013 to Replace Meeting Room Tables/Furniture - \$25,000.00. Chairs and tables in Freedom Hall, Valley Forge and Henderson rooms are showing signs of wear. Current wood tables will be replaced by plastic, lighter tables that are more forgiving.	25,000	0	0	0	0	0	0	0
18436 07941	<b>REPLACE MAJOR COMPONENTS</b> Funding in 2013 to 2017 for Major Component Replacement: 2013 - \$18,000.00. Replace failed mechanical components throughout the Township Building and non-functioning equipment with more modern and efficient equipment in order to maintain proper operation as needed.  2014 - Replacement Unit - Computer Room A/C System. - \$25,000.00.  Funding in 2016to Replace Fire Suppression Piping - \$18,000.00. Project replaces several feet of piping in the sprinkler room decaying from rust inside and outside. There is no way to predict the life expectancy of the current pipes.  Funding in 2017 to Upgrade Generator - \$600,000.00. Replace current generator with one sized to provide electricity to the entire Township Building and its equipment. During emergency conditions thebuilding will continue to provide full service to the public. Cost estimate based on ARRO's Engineering Study of 2008.	18,000	0	0	43,000	18,000	36,000	618,000	0
<b>Total EQUIPMENT REPLACEMNT</b>		<b>43,000</b>	<b>0</b>	<b>0</b>	<b>43,000</b>	<b>18,000</b>	<b>36,000</b>	<b>618,000</b>	<b>0</b>
<b>18450 CAPITAL - Park and Recreation</b>									
<b>CAPITAL-NOT E/R</b>									
18450 07106	<b>EXECUTIVE ESTATES</b> 2015 - Stream Restoration Project	0	0	0	0	50,000	0	0	0



UPPER MERION TOWNSHIP  
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ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
18450 07108	<b>HEUSER PARK</b> 2014-2015.Expenses related to the Heuser Park Sports Complex including landscaping, playground improvements, turf improvements, and field irrigation.	0	0	0	50,000	50,000	0	0	0
18450 07120	<b>UM RECREATION CENTER</b> Costs for architect design and future construction project. Funded by 2012 bond issue.	5,059,640	5,059,640	5,059,640	0	0	0	0	0
18450 07123	<b>WALKER PARK</b> MGR RECMND FOR 2013: \$60,000 DEMOLITION OF THE MULLEN HOUSE.	0	60,000	60,000	0	0	0	0	0
18450 07126	<b>MERRILL YOUNG PARK</b> 2014: Roof repairs to park pavillon	0	0	0	5,000	0	0	0	0
18450 07130	<b>PARK EQUIPMENT</b> 2013-2016 - Maintaining & Updating older equipment in various parks, including playground safety surface. PRIORITY #2 MGR RECMND FOR 2013: \$112,300 FOR PLAYGROUND SAFETY SURFACE REPLACEMENTS IN THE TWP PARK SYSTEM	60,000	112,300	112,300	60,000	60,000	60,000	0	0
18450 07131	<b>SIDEWALKS &amp; FENCING</b>	0	0	0	15,000	15,000	0	0	0
18450 07132	<b>TREE PLANTING</b> 2013-2016; Tree planting at all Township Parks, including trees, shrubs mulch, and landscaping.	0	0	0	5,000	5,000	5,000	0	0



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ACCOUNT NUMBER	ACCOUNT TITLE	2013 DEPT REQUEST	2013 MANAGER'S RECOMMEND	2013 ADOPTED	2014	2015	2016	2017	2018
18450 07133	<b>DESIGN FOR PARK PROJECTS</b> \$80,200 - New Park and Recreation Department Master Plan, which includes facilities inventory, ADA auditing, needs assesment and survey, community input, park system capital improvement recommendations, programming and intergration with other township plans (Open Space and trailplans). PRIORITY #1  \$14,000 - Community Center business plan from Ballard*King and Associates. Includes staffing models, recreational programming, marketing and operating plan. FUNDED BY 2012 CARRYOVER	94,200	94,200	94,200	60,000	40,000	0	0	0
18450 07135	<b>MULTI-USE RECREATION TRAILS</b> RCAP Grant project for Heuser to Valley Forge Trail, grant request is\$500,000. Township match is \$300,000 from the Abrams Basin Account and \$257,869 from Capital Reserve Account. Total Project cost is \$1,057,869	513,996	513,996	513,996	0	0	0	0	0
<b>Total CAPITAL-NOT E/R</b>		<b>5,727,836</b>	<b>5,840,136</b>	<b>5,840,136</b>	<b>195,000</b>	<b>220,000</b>	<b>65,000</b>	<b>0</b>	<b>0</b>
<b>18456 CAPITAL - Library</b>									
<b>EQUIPMENT REPLACEMNT</b>									
18456 07902	<b>REPLACE OFFICE FURN/FIXTURES</b> Replacement of office furniture and fixtures from the equipment replacement fund.	5,000	0	0	5,000	5,000	5,000	5,000	0
<b>Total EQUIPMENT REPLACEMNT</b>		<b>5,000</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>
<b>Grand Totals:</b>		<b>13,479,710</b>	<b>10,693,249</b>	<b>10,693,249</b>	<b>6,401,400</b>	<b>6,103,800</b>	<b>3,771,654</b>	<b>3,153,800</b>	<b>2,015,000</b>