



**WARRINGTON BOARD OF SUPERVISORS
MINUTES FOR NOVEMBER 22, 2016 WORK SESSION**

The written minutes are a summary of the November 22, 2016 Board of Supervisors Work Session meeting. For a complete dialog visit the Township's website, www.warringtontownship.org.

ATTENDANCE

Shirley A. Yannich, Chair; Carol T. Baker, Vice Chair; Millie A. Seliga, Member, Matthew W. Hallowell, Sr., Member, Fred R. Gaines, Member and Staff present was Barry P. Luber, Township Manager/Assistant Township Manager/CFO/Board Treasurer; Thomas Zarko, P.E., CKS Engineers; Barbara J. Livrone, Executive Assistant to the Township Manager/Board Secretary, Police Chief Dan Friel and Director of Codes & Emergency Services Department, Lee Greenberg.

CALL TO ORDER: Ms. Yannich opened the meeting at 6:02 P.M. and stated all Board members were present.

WORK SESSION ITEMS:

• **2017 BUDGET**

Mr. Luber presented the budget changes that were made resulting from the October 25, 2016 Work Session. The changes to the proposed budget for 2017 balanced the budget. Attached is a copy of the General Fund; General Fund Changes to Proposed Budget and All Fund Summary.

Recommended suggestions:

- a. Increasing the millage 1.1 mills which equates to an approximate \$40 increase to the average homeowners township tax bill.
- b. Instead of drawing down \$295,000 from the DVIT Rate Stabilization Fund, proposing a drawdown of \$190,000.
- c. Mr. Luber to review a five year plan to prioritize based on available funds.
- d. When a firefighter is on PTO, staff will cover the time so that the Township doesn't have to pay a part-time firefighter to cover the PTO time, thus saving \$8,000.
- e. CBSD was requested to pay for the Township's Student Resource Officer which will save police department funds.
- f. Ms. Seliga discussed the desire for a library. Mr. Gaines requested Mr. Luber to obtain a cost of a feasibility study to construct a library.
- g. Mr. Luber discussed the need for a new police department building.
- h. Ms. Seliga stated Mr. Luber met with Warminster and Warwick Townships to discuss sharing the cost for firefighters.

- i. Ms. Seliga questioned the capital projects trends of expenses from 2017 to 2018. There was concern regarding the cost of replacing the roof on the Special Equestrian Center and the proposed added expenses for the Mary Barness Swim Club.
- j. There was discussion to eliminate the proposed Video Room from the 2017 budget. Mr. Hallowell suggested contacting Middle Bucks Institute of Technology for students to construct the video room.

Ms. Yannich stated voting will not occur during a work session. The budget will be approved at a public advertised Board of Supervisors meeting.

ADJOURNMENT

There being no further business Ms. Yannich adjourned the work session at 6:54 p.m. to discuss litigation and a real estate matter in executive session.

Respectfully Submitted By:



Barbara J. Livrone, Township Secretary

**WARRINGTON
TOWNSHIP
2017 PROPOSED
BUDGET**

GENERAL FUND

| | |
|---|-----------------|
| 2017 Projected Beginning Fund Balance | \$2.89 million |
| 2017 Proposed Revenue | \$12.87 million |
| 2017 Proposed Expenditures | \$12.87 million |
| 2017 Ending Fund Balance | \$2.89 million |
| 2017 Fund Balance as a % of Expenditures* | 22.5 % |

* Government Finance Officer Association recommends a minimum of 15% Fund Balance

GENERAL FUND CHANGES TO PROPOSED BUDGET

| REVENUE ITEM | ORIGINAL AMOUNT | REVISED AMOUNT | DIFFERENCE |
|---------------------------------------|--------------------|--------------------|-------------------|
| Real Estate Tax (from .5 to .6 mills) | \$2,250,000 | \$2,295,000 | \$45,000 |
| Earned Income Tax | 4,450,000 | 4,415,000 | (35,000) |
| Rate Stabilization Fund | 295,000 | 205,000 | (90,000) |
| Total | \$6,995,000 | \$6,915,000 | (\$80,000) |

| EXPENDITURE ITEM | ORIGINAL AMOUNT | REVISED AMOUNT | DIFFERENCE |
|-----------------------|--------------------|--------------------|-----------------|
| Firefighters Salaries | \$208,889 | \$200,879 | \$8,010 |
| Fringe Benefits | 2,399,759 | 2,324,873 | 74,886 |
| Total | \$2,608,648 | \$2,525,752 | \$82,896 |

2017 PROPOSED BUDGET ALL FUND SUMMARY

| <u>Operating And Capital Funds</u> | 2016 | | 2016 | | 2016 | | 2017 | | 2017 | |
|--|------------------------------------|-------------------------------|-----------------------------------|--------------------------------|---------------------------------------|---|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| | <u>Beginning Fund Balances</u> | <u>Estimated Revenues</u> | <u>Estimated Expenditures</u> | <u>Ending Fund Balance</u> | <u>Proposed 2017 Revenues</u> | <u>Proposed 2017 Expenditures</u> | <u>2017 Ending Balances</u> | <u>2017 Ending Balances</u> | <u>2017 Ending Balances</u> | <u>2017 Ending Balances</u> |
| General | 2,663,881 | 13,485,651 | 13,260,540 | 2,888,992 | 12,877,450 | 12,868,383 | 2,898,058 | 2,898,058 | 2,898,058 | 2,898,058 |
| Water and Sewer Capital Fund | 2,135,082 | 2,138,110 | 1,721,835 | 2,551,357 | 6,334,810 | 7,211,550 | 1,674,617 | 1,674,617 | 1,674,617 | 1,674,617 |
| Water and Sewer Operating Fund | 2,351,908 | 7,469,550 | 6,794,328 | 3,027,130 | 7,764,099 | 7,670,416 | 3,120,813 | 3,120,813 | 3,120,813 | 3,120,813 |
| Water and Sewer -2014 Bond Fund | 7,090,595 | 40,000 | 983,000 | 6,147,595 | 6,000 | 5,795,000 | 358,595 | 358,595 | 358,595 | 358,595 |
| Capital Projects (2016 Bonds) | 0 | 6,005,000 | 1,226,792 | 4,778,208 | 9,500 | 2,692,000 | 2,095,708 | 2,095,708 | 2,095,708 | 2,095,708 |
| Open Space | 3,034,229 | 216,450 | 933,252 | 2,317,427 | 298,250 | 1,783,250 | 832,427 | 832,427 | 832,427 | 832,427 |
| Capital Projects (2014 Bonds) | 1,211,460 | 2,500 | 975,000 | 238,960 | 1,000 | 239,960 | 0 | 0 | 0 | 0 |
| Capital Improvement Fund | 936,587 | 1,351,200 | 1,779,000 | 508,787 | 206,000 | 675,380 | 39,407 | 39,407 | 39,407 | 39,407 |
| Debt Service | 178,147 | 1,926,300 | 1,680,718 | 423,729 | 1,792,241 | 2,012,869 | 203,101 | 203,101 | 203,101 | 203,101 |
| Highway Aid Fund | 52,593 | 656,955 | 491,959 | 217,589 | 672,900 | 787,359 | 103,130 | 103,130 | 103,130 | 103,130 |
| Internal Service Fund | 328,521 | 413,200 | 567,661 | 174,060 | 436,200 | 541,208 | 69,052 | 69,052 | 69,052 | 69,052 |
| TOTALS | \$ 19,983,003 | \$ 33,704,916 | \$ 30,414,085 | \$ 23,273,834 | \$ 30,398,450 | \$ 42,277,375 | \$ 11,394,908 | \$ 11,394,908 | \$ 11,394,908 | \$ 11,394,908 |