

## 2016 Annual Operating Budget

**Board of Supervisors**  
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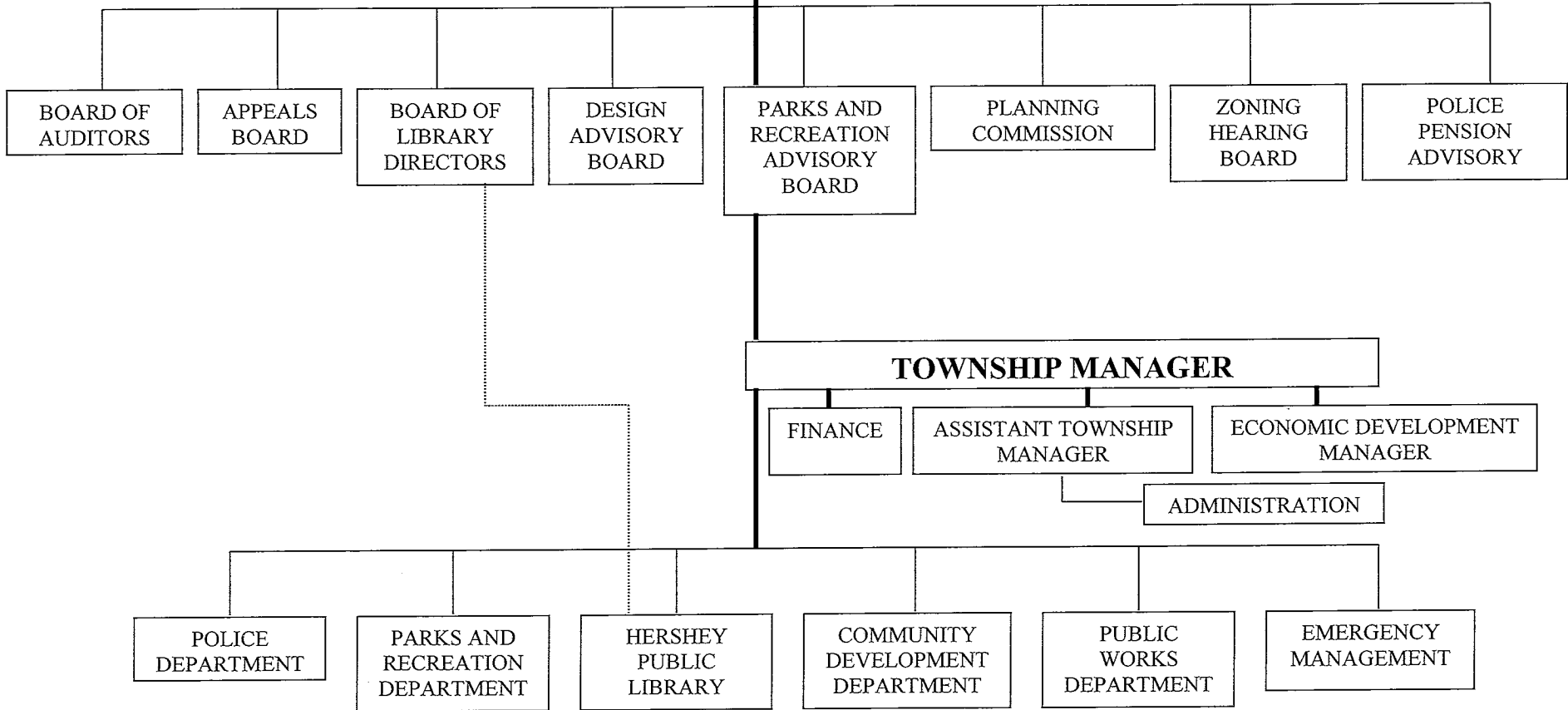
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James N. Negley  
Township Manager

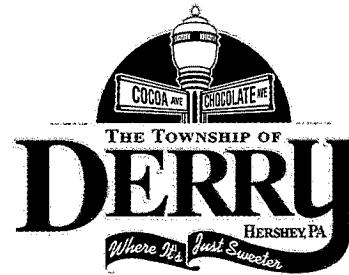
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11/5/2015

**BOARD OF SUPERVISORS**



**TOWNSHIP OF DERRY**



## *Mission Statement*

*The Township of Derry is committed to providing the utmost in public service to the residents, business owners, and guests of the Township.*

*It is our goal as local government to be conscientious of the needs of our public, to foster a community that is safe, clean, service-oriented, and focused on family values, in a fiscally responsible and cost effective manner.*

# Table of Contents

<b><u>Section:</u></b>	<b><u>Page #</u></b>
Mission Statement .....	
Letter of Transmittal .....	i
Executive Financial Summary .....	I - XIV
<b><u>General Fund</u></b>	
Revenues.....	A1 – A9
Board of Supervisors .....	B1 – B2
Administration .....	C1 – C5
Finance Office .....	D1 – D3
Tax Association .....	E1
Police Department .....	F1 – F4
Hershey Volunteer Fire Company .....	G1
Community Development.....	H1 – H4
Public Works .....	I1 – I8

Parks & Recreation.....	J1 – J7
Hershey Public Library.....	K1 – K6
Non-Departmental.....	L1
Fund Transfers.....	M1

**Special Funds**

Street Light Fund.....	N1
Recycling Fund.....	O1 - O2
Capital Projects Fund.....	P1 – P9
Liquid Fuels Fund.....	Q1
Pension Funds.....	R1 – R2

# Township of Derry 2016 Budget Executive Summary

## Board of Supervisors:

I am pleased to submit the 2016 budget contained in this document for your review. This document contains all fund budgets administered by the Township of Derry and clearly displays the entire budget requests and priorities for funding for 2016.

The General Fund operating portion of the budget decreases 0.55% from 2015 and requires no tax increase. The budget recommended for 2016 totals \$17,480,545; a \$96,119 decrease from 2015, or a 0.55% total decrease.

Wage increases effective in 2016 have been estimated within each department's personnel expenditures. Non-Uniform employees (AFSCME) are scheduled to receive a 2.75% increase. Derry Township Police Association members (sworn police officers) are scheduled to receive a 3.00% increase in salaries plus longevity pay. Management employee salaries are budgeted to receive a 3.00%.

The 2016 General Operating Budget as presented requires no tax increase. We continue our foresighted planning for our Township's future by including one personnel position in this budget: part-time community development secretary.

It is also estimated that the fund balance in the General Fund Operating Budget at December 31, 2016 will be \$2,156,876.

All the funds utilized in the operating budget for 2016 amount to a total of \$23,705,299 an overall increase of \$379,895.

This document also includes the 2016 Capital Funds budget.

Respectfully submitted,

  
\_\_\_\_\_  
James N. Negley  
Township Manager

## EXECUTIVE FINANCIAL SUMMARY

The fiscal condition of the Township continues to provide the basis to operate a stable level of essential and professional services for our residents of the Township of Derry. As of January 1, 2016, the Township's general fund balance is estimated at \$2,156,149. A Cash Reserve in excess of \$1,500,000 is required to comfortably meet expenditures during the first 90 to 120 days of each year. This reserve is needed because the majority of Real Estate and other tax revenue sources are not available until the end of March annually. General Fund revenues are expected to decrease at a rate of 1.85%, while expenditures are expected to decrease at a rate of 0.55%. The 2016 Budget represents a financial foundation for maintaining primary services in the Township and looks to the future needs of the Township.

- The General Fund Operating Budget recommended for 2016 totals \$17,480,545; a 0.55% decrease from 2015 budgeted expenditures.
- The All Funds Operating Budget for 2016 comes to a grand total of \$23,705,297; a \$379,895 increase over 2015 estimated expenditures.
- The General Fund Budget, as recommended, maintains the levels of service that the residents of The Township expect and deserve.
- Employee wage increases effective in 2016 include the following by bargaining unit, or classification, 2.75% increase for AFSCME, 3.00% plus longevity for Police and a proposed 3.00% increase for Exempt Employees.

<b>PERSONNEL POSITIONS</b>	<b>2006</b>			<b>2016</b>		
	<u>Full Time</u>	<u>Part Time</u>	<u>Seasonal</u>	<u>Full Time</u>	<u>Part Time</u>	<u>Seasonal</u>
Township Manager's Office	8	1	0	9	2	0
Community Development	6	0	0	6	1	0
Library	6	19	0	7	17	0
Parks & Recreation	9	45	71	8	64	80
Police	45	11	7	47	14	6
Public Works	<u>23</u>	<u>3</u>	<u>6</u>	<u>23</u>	<u>4</u>	<u>12</u>
Totals	97	79	84	100	102	98

The total number of full-time Township employees has increased 3% over the past ten years. Our total staffing has only increased over 10 years by 15%.

## **Strategies for the 2016 Budget**

1. The 2016 total operating budget expense shall increase only as required and needed over the 2015 budget.
2. Strengthen an efficient, effective and productive working relationship among all departments and entities of the Township with our Joint Projects strategies.
3. Maintain the Local Services Tax.
4. Strengthen an efficient, effective and productive working relationship among neighboring municipalities of the Township.
5. Provide residents with the best possible cost conscious savings.
6. Provide quality maintenance, accountability, and operation of all Township departments.
7. Increase service levels in departments, while remaining within target budget amounts.

## **REVENUE OVERVIEW:**

The Township's operating resources are expended from three categories: Operating, Capital and Restricted. The taxes, fees, grants and other types of revenue received in these categories are accounted for in separated funds. This document provides plans for several operating funds, focusing on the General Fund, which supports the majority of Township operations. There are six restricted operating funds, which the Board of Supervisors appropriates. These include Street Light Fund, Liquid Fuels Fund, Police Pension Fund, Non-Uniform Pension Fund, Recycling Fund and Capital Improvements Fund. The majority of these funds are projected to increase slightly over 2015, keeping pace with inflation.

## **Revenue Estimates:**

**Amusement Tax.** The amusement tax provides 8% of the Township's total revenue. In 1998 an agreement between Hershey Entertainment and Resorts assured the Township of maintaining our current level of tax levee. It is expected that as Hersheypark continues to expand and market this attraction, revenue will increase as well. The agreement insures that the Township will continue to receive a minimum of 37.5 cents per paid admission to all events and attractions. This agreement was amended in 2012 and increased the Township's rate to 42.5 cents per paid admission.

**Income Tax.** The income tax must remain consistent with past year results for the Township to meet financial goals. This revenue source provides 28% of the Township's total revenue. As long as the national and local economies maintain their current growth levels, the Township should meet its Income Tax projections. The projection of this revenue source depends on maintaining the same employment base with a slight increase resulting from cost of living and general wage increases implemented during 2015 by Township employers. The Township's total Income Tax is divided equally with the Derry Township School District. This tax is based on one percent of payroll earnings.



**Occupation Tax.** The current Occupation Tax is a flat tax of \$250 levied on each person with an occupation living in the Township. At the \$250 rate, this tax will provide 12% of the Township's total revenue. The maximum Occupation Tax that can be levied is \$250 annually.

**Local Services Tax.** The Local Services Tax is a flat tax of \$52 levied on each person employed in the Township that earns in excess of \$12,000 annually. This tax is shared with the Derry Township School District, which receives \$5.00 of this assessment. This tax provides 8% of the Township's total revenues.

**Parking Lot Tax.** The Parking Tax provides 4% of the Township's total revenue. This revenue source is derived from ten (10) percent of parking fees. HERSHEY PARK and the Antique Automobile Association Show, held during October, are the main contributors to this revenue source.

**Real Estate Tax.** The property tax provides 13% of the Township's total revenue. The Township's total real estate tax is set at 1.4466 mills. The portion of the tax dedicated to the General Fund is currently set at .9964 mills. The portion of the real estate tax dedicated to capital improvements is set at .4502 mills.

**Real Estate Transfer Tax.** The Real Estate Transfer Tax provides 4% of the Township's total revenue. This revenue source is derived from a tax of one half percent (.5%) on the value of real estate located within the Township transferred from one owner to another.

**Liquid Fuels.** Liquid fuel revenue, budgeted in the Liquid Fuels Fund, is distributed by PADOT to the Township from the Commonwealth's Vehicle Fuel Tax. Revenue received is based on the total miles of Township roadways and population. There are currently 160.36 miles of roadways located in the Township, 38.81 are owned by PADOT and the Township owns 121.55. Ownership of roadways is determined by right-of-way. For now the projection shows relatively flat revenue. Liquid Fuels revenue is restricted for the maintenance of local roadways.

**Interest on Investments.** Investments remained minimal in 2015 and expect to continue into 2016.

**Fees, Charges, and Other Revenues.** This revenue source assumes no significant changes in any rates we currently charge for our services.

#### **Revenue Outlook:**

Through approximately the next three years, revenue growth is projected to increase slightly. This projection is based on the increase in the number of housing units within the Township during the same time period.

The Real Estate tax millage for General Fund operations cannot exceed 14 mills, according to the Second Class Township Code. The Township has established this tax at 1.4466 mills for general operations and capital projects. Real Estate tax revenue makes up approximately 13% of the all revenue collected by the Township. The remaining 87% is derived from seven other sources, Amusement Tax, Parking Tax, Income Tax, Occupation Tax, Local Services Tax, Non-Tax Revenues and Department Revenues.

## EXPENDITURE HIGHLIGHTS

The General Fund Operating Budget recommended for 2016 totals \$17,480,545.

**Personnel Costs.** Wage increases are scheduled for implementation as part of labor agreements with the Derry Township Police Association (DTPA) and American Federation of State, County and Municipal Employees (AFSCME). Contracted increase for the Police Department in 2016 is 3.00%. Contracted increases for the AFSCME employees in 2016 is 2.75%.

<u>Bargaining Unit</u>	<u>Year/Base Wage Increase</u>				
	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
DTPA	2.75	2.75	3.00	3.00	3.00
AFSCME	2.75	2.00	2.50	2.75	2.75

These bargaining agreements outline wage and benefit information, for 178 employees, or 59% of the Township's permanent work force. The 2016 General Fund Budget funds 40 Officers, 138 AFSCME full-time and part-time positions. Overtime control efforts must be maintained in 2016 in order to keep personnel costs within the financial means of the Township.

**Health Insurance.** 2016 will mark the second full year that the Township's self-insurance program has been in place with the Pennsylvania Municipal Health Insurance Cooperative (PMHIC) covering medical, hospitalization and prescription coverage. 2016 will mark the twentieth year that dental and optical coverage has been self-insured. The Township recognizes significant savings through this program.

**Utility Expenditures.** Heating fuel, gas, electricity, wastewater treatment, water, and telephone costs will be continuously re-evaluated during the budget year. Additionally, we are aggressively pursuing all options under the recent deregulation in the electric industry.

## CAPITAL IMPROVEMENTS

In 1997, the Township concluded ambitious Capital Improvements throughout all Township Facilities. In 1994 a new Public Works Facility on Clearwater Road was dedicated. In 1995 the Recreation Center underwent renovations, and in 1997 our new Hershey Library was completed and dedicated. In May 2007, the Township proudly moved to their new quarters at the Township of Derry Municipal Complex.

In 2004, major road improvements were done on Sand Hill road, where a roadway was straightened correcting a dangerous situation. The majority of these costs were funded through state grant monies.

In 2006, the Township began its long planned new Municipal Complex located on Clearwater Road. The Complex was completed on March 31, 2007 and became fully operational on May 1, 2007.

In 2014, the Township completed the storm water project. Construction is complete on the Lingle Avenue intersection improvement project and the route 743 bridge replacement and intersection improvement project is also completed. In 2016, the Park Boulevard bridge and road realignment will be underway. We are also working on a streetscape project to coincide with the repaving on Chocolate Avenue.

## **FISCAL POLICY**

The overall goal of the Township's fiscal policy is to establish and maintain effective management of the Township's financial resources. Formal policy statements and major objectives provide the foundation for achieving this goal. Accordingly, this section outlines the policies used in guiding the preparation and management of the Township's overall budget and the major objectives to be accomplished.

1. A comprehensive annual budget will be prepared for all funds expended by the Township.

**Rationale:** The Commonwealth of Pennsylvania, Second Class Township Code requires that the board of township supervisors shall annually budget annual estimated revenues and expenditures for the each year, beginning on the first day of January, which is filed with the treasurer.

2. The budget will be prepared in such a manner as to facilitate its understanding by citizens and elected officials.

**Rationale:** One of the stated purposes of the budget is to present a picture of the Township government operations and intentions for the year to the residents of the Township of Derry. Presenting a budget document that is understandable to the citizens furthers the goal of effectively communicating local government finance issues to both elected officials and the public.

3. In addition to required public hearings, the Board of Supervisors will hold work sessions on the budget, which will be open to the public.

**Rationale:** Work sessions provide all citizens with a forum for meaningful participation in the budget process. Work sessions enable citizens to: 1). Obtain an understanding of the budget that cannot be acquired by the document itself; 2). Provide public input to the proposed budget; and to monitor the Board of Supervisors' changes to the proposed budget.

4. Copies of the proposed budget will be made available to citizens and elected officials prior to the work sessions.

**Rationale:** Providing citizens with copies of the proposed budget in advance of the work sessions enables the public to become better informed on the issues facing the Board of Supervisors and the administration during the budget work sessions.

5. The budget will provide for adequate maintenance of capital, plant, and equipment and for their orderly replacement.

**Rationale:** All governments experience prosperous times as well as periods of economic decline. In periods of economic decline, proper maintenance and replacement of capital, plant, and equipment is generally postponed or eliminated as a first means of balancing the budget. Recognition of the need for adequate maintenance and replacement of capital, plant, and equipment, regardless of the economic conditions, will assist in maintaining the Township's equipment and infrastructure in good operating condition.

6. The Township will avoid budgetary practices that balance current expenditures at the expense of meeting future years expenses.

**Rationale:** Budgetary practices such as postponing capital expenditures, accruing future years revenues, or rolling over short-term debt are budgetary practices which can solve short-term financial problems, however, they can create much larger financial problems for future administrations. Avoidance of these budgetary practices will assure citizens that current problems are not simply being delayed to a future year.

7. The Township will maintain a budgetary control system to help it adhere to the established budget.

**Rationale:** The budget passed by the Township establishes the legal spending limits for the Township. A budgetary control system is essential in order to insure legal compliance with the Township's budget.

## **2016 BUDGET ASSUMPTIONS**

Certain assumptions are decided on as a foundation for developing a budget. These assumptions guide the Board of Supervisors and Township Staff in determining the level of services that will be provided to community residents and how those services will be funded.

The following assumptions were used in developing the 2016 Annual Budget.

1. The population of the Township of Derry is estimated to increase slightly. The total population of the Township according to the 2010 estimated US Census is 24,679. An increase of 3,406 over the 2000 Census.
2. It is estimated that between 20 to 30 new residential units will be constructed in 2016, which is consistent with previous years.
3. Inflation for 2016 is projected to be 2.5%.
4. The Township's real estate tax millage for 2016 will be at 1.4466 mills, .9964 mills for general operating purposes and .4502 mills for capital improvements. The assessed valuation of property in the Township for 2016 is estimated at \$1,999,514,100.

## **BUDGET AND BUDGETARY ACCOUNTING**

The budgets of all funds are prepared on the accrual basis. Briefly, this means that revenues are recognized when incurred and expenditures are recognized when incurred. The basis of budgeting is identical to the basis of accounting utilized in all funds. The Township follows these procedures in establishing the budgetary data reflected in the budget document.

- A. Formal budgetary integration is employed as a management control device during the year for the General, Capital Improvements, Liquid Fuels, Recycling, Street Light, and Pension Funds.

- B. The Board approves, by ordinance, the budget appropriation. All budget transfers and revisions that alter the total appropriations of the fund must be approved by the Board.
- C. Unused appropriations for all of the above annually budgeted funds lapse at the end of the year except for the unexpended balance of such appropriations where contracts are in course of construction at the end of the year.
- D. The amounts shown in this budget document are final authorized amounts as approved by the Board of Supervisors.

## **BASIS OF PRESENTATION**

The accounts of the Township are organized on the basis of funds and account groups, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts, which are comprised of each fund's assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Municipal resources are allocated to and for individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped into five generic fund types and three broad fund categories as follows:

### **Governmental Fund Types**

#### **General Fund**

The General Fund is the general operating fund of the Township. It is used to account for all financial resources except those required to be accounted for in another fund.

#### **Special Revenue Funds**

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments or major capital projects) that are legally restricted to expenditures for specified purposes. The Township oversees two Special Revenue Funds, Liquid Fuels, and Street Light Funds.

#### **Capital Improvement Fund**

These funds are used to account for financial resources to be used for the acquisition of equipment and construction of facilities.

#### **Enterprise Funds**

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, - where the intent of the governing body is to recover the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The Township oversees one Enterprise Fund, which is the Recycling Fund.

#### **Fiduciary Fund Types**

Trust and Agency funds are used to account for assets held by the Township in a trustee capacity or as an agent for individuals, other governments, and /or other funds. The Township oversees two Fiduciary Funds; the Civilian and Police Pensions.

**BASIS OF ACCOUNTING**

The Township's governmental and fiduciary fund types utilize the accrual basis of accounting, which is in conformity with generally accepted accounting principles. The Recycling Fund is maintained on the accrual basis of accounting, which is in conformity with generally accepted accounting principles.

**TOWNSHIP OF DERRY  
2016 BUDGET SUMMARY**

ACCT	DESCRIPTION	TOTAL ALL FUNDS	GENERAL FUND (01)	STREET LIGHT (02)	RECYCLING (08)	CAPITAL PROJECTS (30)	LIQUID FUELS (35)	PENSIONS (60) & (65)
	<b>FUND BALANCE - JANUARY 1 (estimated)</b>	29,678,344	2,156,149	(15,066)	327,050	2,155,779	26,471	25,027,961
	<b>REVENUES / OTHER FINANCING SOURCES</b>							
300	Taxes	14,537,000	13,647,000			890,000		
320	Licenses & Permits	291,500	291,500					
330	Fines & Forfeits	255,500	255,500					
340	Interest, Rents, and Royalties	2,693,110	79,210		300	67,000	500	2,546,100
350	Intergovernmental Revenue	1,977,737	919,431		215,000	104,500	738,806	
360	Charges for Services	2,249,085	1,942,385		306,700			
380	Miscellaneous Revenues	633,937	74,987	264,700	250		3,000	291,000
390	Other Financing Sources	3,276,828	271,259	95,300		1,590,000		1,320,269
	<b>TOTAL REVENUES / OTHER FINANCING SOURCES</b>	<b>25,914,697</b>	<b>17,481,272</b>	<b>360,000</b>	<b>522,250</b>	<b>2,651,500</b>	<b>742,306</b>	<b>4,157,369</b>
	<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>55,593,041</b>	<b>19,637,421</b>	<b>344,934</b>	<b>849,300</b>	<b>4,807,279</b>	<b>768,777</b>	<b>29,185,330</b>
	<b>EXPENDITURES/EXPENSES/OTHER FINANCING USES</b>							
400	General Government	1,678,328	1,572,728			105,600		
410	Public Safety	8,235,839	8,012,688			223,151		
420	Health & Welfare	204,120	14,000		190,120			
426	Sanitation	-						
430	Highways, Roads, and Streets	3,646,855	2,441,142	360,000		217,347	628,366	
440	Other	-						
450	Culture-Recreation	3,312,820	2,859,188			453,632		
460	Conservation & Development	-						
470	Debt Service	1,943,836				1,943,836		
480	Miscellaneous Expenditures/Expenses	1,767,932	165,230					1,602,702
490	Other Financing Uses	2,915,569	2,415,569		500,000			
	<b>TOTAL EXPENDITURES/EXPENSES/OTHER FINANCING USES</b>	<b>23,705,299</b>	<b>17,480,545</b>	<b>360,000</b>	<b>690,120</b>	<b>2,943,566</b>	<b>628,366</b>	<b>1,602,702</b>
	<b>FUND BALANCE - DECEMBER 31 (estimated)</b>	<b>31,887,742</b>	<b>2,156,876</b>	<b>(15,066)</b>	<b>159,180</b>	<b>1,863,713</b>	<b>140,411</b>	<b>27,582,628</b>

**TOWNSHIP OF DERRY  
COMPARATIVE FUND BALANCE TABLE**

	TOTAL ALL FUNDS	GENERAL FUND (01)	STREET LIGHT (02)	RECYCLING (08)	CAPITAL PROJECTS (30)	LIQUID FUELS (35)	PENSIONS (60) & (65)
December 31, 2007	25,778,601	4,388,612	(24,647)	866,112	3,956,054	192,558	16,399,912
December 31, 2008	21,900,964	2,800,292	(28,147)	836,745	2,868,301	129,170	15,294,603
December 31, 2009	20,979,192	1,980,269	(14,249)	723,831	1,628,087	119,512	16,541,742
December 31, 2010	22,041,452	463,084	(27,442)	612,854	2,168,085	344,809	18,480,062
December 31, 2011	22,320,095	858,252	(25,877)	818,199	1,980,128	316,540	18,372,853
December 31, 2012	26,901,462	2,010,594	(14,009)	720,087	3,623,603	692,342	19,868,845
December 31, 2013	28,685,274	2,359,065	(15,066)	648,094	2,668,755	243,952	22,780,474
December 31, 2014	28,751,324	2,340,695	(24,166)	540,541	2,369,154	139	23,524,961
December 31, 2015 (Est.)	29,678,344	2,156,149	(15,066)	327,050	2,155,779	26,471	25,027,961
December 31, 2016 (Est.)	31,887,742	2,156,876	(15,066)	159,180	1,863,713	140,411	27,582,628



**TOWNSHIP OF DERRY  
DEBT SERVICE SCHEDULE**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2016	1,580,445	426,259	2,006,704
2017	1,570,774	405,028	1,975,802
2018	1,576,157	379,768	1,955,925
2019	1,601,599	351,311	1,952,910
2020	1,641,182	319,062	1,960,244
2021	1,676,738	284,587	1,961,325
2022	1,670,845	247,381	1,918,226
2023	1,515,597	206,816	1,722,413
2024	1,351,226	167,021	1,518,247
2025	680,000	128,715	808,715
2026	700,000	110,835	810,835
2027	715,000	91,585	806,585
2028	740,000	70,135	810,135
2029	760,000	47,935	807,935
2030	780,000	24,375	804,375
<b>TOTALS</b>	<b>\$18,559,563</b>	<b>\$3,260,813</b>	<b>\$21,820,376</b>

**STATEMENT OF BOND INDEBTEDNESS**

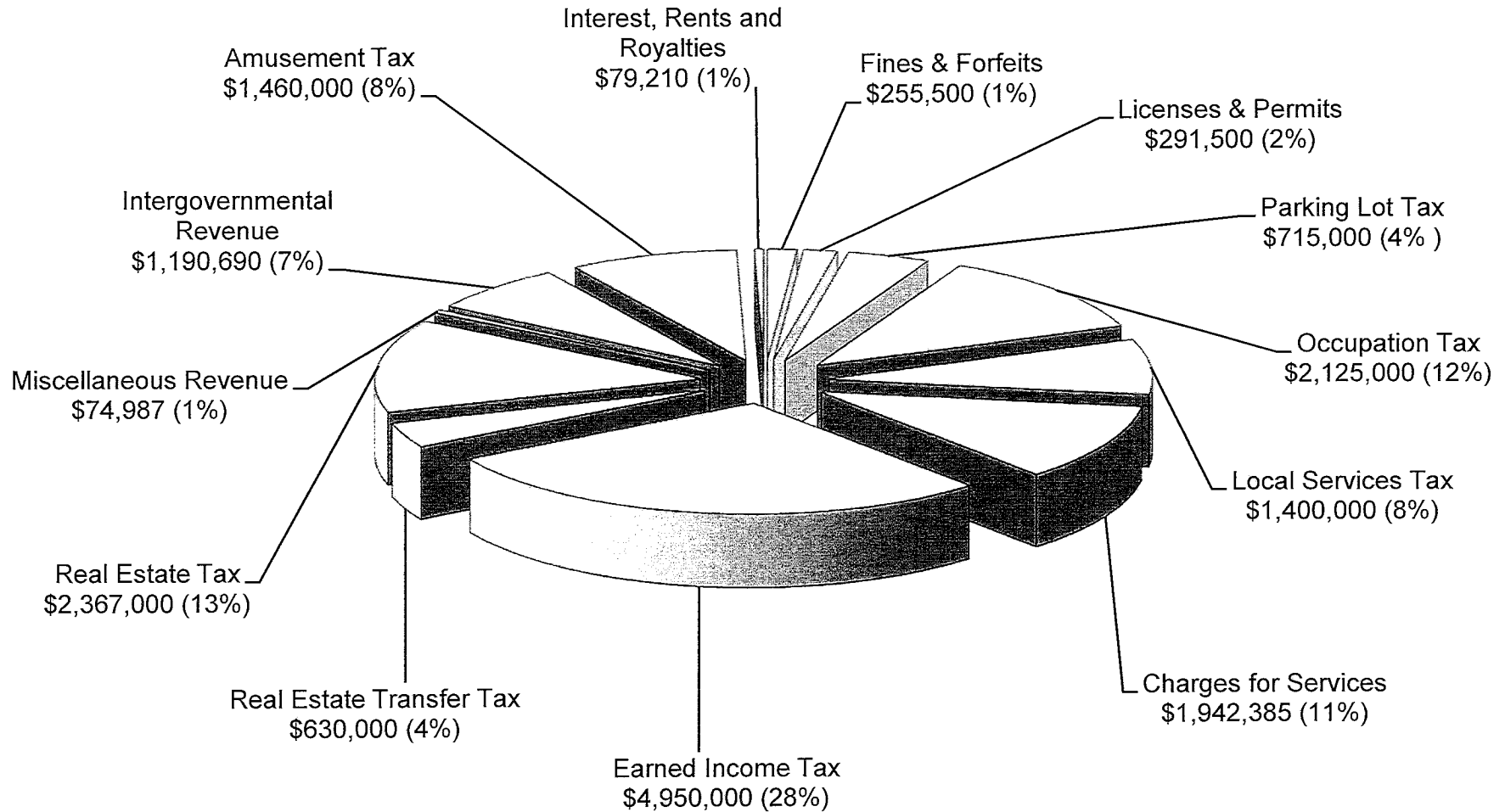
<b>PURPOSE AND DATE OF ISSUE</b>	<b>MATURITY DATE</b>	<b>INTEREST RATE</b>	<b>ORIGINAL ISSUE</b>	<b>OUTSTANDING JANUARY 1, 2015</b>
2011A GENERAL OBLIGATION	NOVEMBER 15, 2024	0.39% - 3.50%	\$4,820,000	\$4,395,000
2012 GENERAL OBLIGATION	AUGUST 15, 2024	1.00% - 2.00%	\$4,060,000	\$2,020,000
2012 GENERAL OBLIGATION	MAY 15, 2023	0.30% - 3.00%	\$764,260	\$508,462
2012 PIB LOAN #520939	FEBRUARY 6, 2022	1.625%	\$1,789,500	\$1,282,599
2015 GENERAL OBLIGATION	NOVEMBER 30, 2030	0.29% - 3.125%	\$9,995,000	\$9,915,000
2012 BRIDGE 122 LOAN	OCTOBER 1, 2021	1.625%	\$334,470	\$207,114
2014 TRAFFIC SIGNAL	JANUARY 1, 2024	0.500%	\$256,960	\$231,388

## 2016 GENERAL FUND OVERVIEW

	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>% Change</u>	<u>2016 Budget</u>	<u>% Change</u>
<b>REVENUES</b>					
Tax Revenue	13,385,000	13,665,000	2%	13,647,000	0%
Non-Specific Revenue	910,150	1,194,965	31%	1,006,110	-16%
Police Revenue	564,540	573,839	2%	583,841	2%
Fire Revenue	215,000	230,000	7%	230,000	0%
Community Development Revenue	600,556	629,756	5%	674,460	7%
Public Works Revenue	247,200	266,500	8%	276,000	4%
Parks & Recreation Revenue	924,380	919,775	0%	908,530	-1%
Parks & Recreation Gym Revenue	202,000	180,400	-11%	-	-100%
Library Revenue	154,180	150,730	-2%	155,331	3%
<b>TOTAL REVENUES</b>	<b>17,203,006</b>	<b>17,810,965</b>	<b>4%</b>	<b>17,481,272</b>	<b>-2%</b>
<b>EXPENDITURES</b>					
Board of Supervisors	97,290	107,690	11%	121,440	13%
Administration	799,882	966,775	21%	992,448	3%
Finance Office	248,786	268,043	8%	264,742	-1%
Tax Association	190,125	198,748	5%	194,098	-2%
Police Department	6,105,240	6,582,143	8%	6,676,259	1%
Fire Department	448,400	479,400	7%	486,900	2%
Community Development	660,912	719,103	9%	733,529	2%
Public Works	2,328,968	2,448,933	5%	2,442,372	0%
Parks & Recreation	1,563,930	1,616,229	3%	1,672,524	3%
Parks & Recreation Gym Exp.	263,623	265,504	1%	-	-100%
Library	1,142,267	1,213,421	6%	1,186,664	-2%
Non-Departmental	313,000	260,050	-17%	294,000	13%
Fund Transfers	2,277,421	2,450,625	8%	2,415,569	-1%
<b>TOTAL EXPENDITURES</b>	<b>16,439,844</b>	<b>17,576,664</b>	<b>7%</b>	<b>17,480,545</b>	<b>-1%</b>

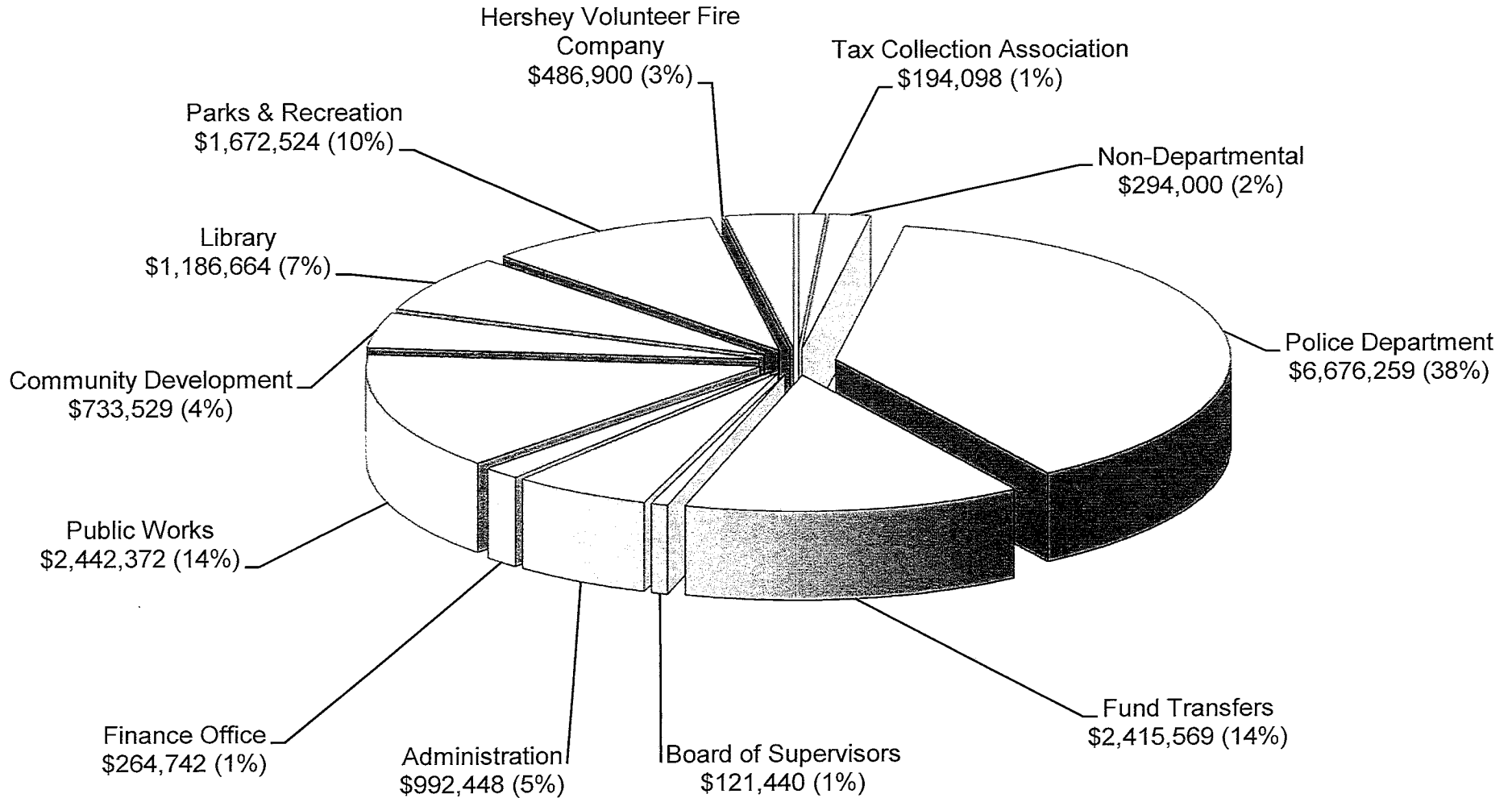
# 2016 BUDGETED GENERAL FUND REVENUES

Total General Fund Revenue \$17,481,272.



# 2016 BUDGETED GENERAL FUND EXPENDITURES

Total General Fund Expenditures \$17,480,545.



**FUND: GENERAL**

**DIRECTOR: JAMES N. NEGLEY**

		2013 Actual	2014 Actual	% Change	2015 Budget	% Change	2016 Budget	% Change
<b>Tax Revenue:</b>								
0130110401	Real Estate - Current Year	1,901,518	1,925,000	1%	2,005,000	4%	2,015,000	0%
0130120401	Real Estate - Prior Year	33,227	37,421	13%	33,000	-12%	37,000	12%
0130170401	HMC PILOT	185,860	201,306	8%	202,000	0%	205,000	1%
0130170402	Giant Center PILOT	100,631	99,209	-1%	110,000	11%	110,000	0%
0131010401	Real Estate Transfer Tax	591,490	828,140	40%	590,000	-29%	630,000	7%
0131021401	Earned Income Tax - Current Year	4,639,484	4,684,309	1%	4,800,000	2%	4,950,000	3%
0131041401	Occupation Tax - Current Year	1,777,922	1,769,219	0%	2,100,000	19%	1,780,000	-15%
0131042401	Occupation Tax - Prior Year	425,319	342,523	-19%	305,000	-11%	345,000	13%
0131050401	Local Services Tax	1,337,083	1,272,725	-5%	1,400,000	10%	1,400,000	0%
0131060401	Amusement Tax	1,397,424	1,408,024	1%	1,440,000	2%	1,460,000	1%
0131090401	Parking Lot Tax	684,628	665,667	-3%	680,000	2%	715,000	5%
	<i>Total Tax Revenue</i>	13,074,586	13,233,543	1%	13,665,000	3%	13,647,000	0%
<b>Non-Specific Revenue:</b>								
0132151401	Dog License	1,629	1,712	5%	2,500	46%	2,500	0%
0132181401	Franchise Fee - CATV	265,069	268,496	1%	275,000	2%	278,000	1%
0134130401	Interest - Checking Accounts	9	6	-33%	15	150%	10	0%
0134131401	Interest - Investments	58	40	-31%	100	150%	100	0%
0134132401	Interest - Tax Association	170	152	-11%	2,000	1216%	500	-75%
0134221401	Rent - Tax Association	24,857	25,156	1%	26,000	3%	26,000	0%
0135112400	FEMA Grant Revenue	58,274	0	-100%	0	0%	0	0%
0135501401	Public Utility Realty Tax	18,238	17,952	-2%	18,000	0%	18,000	0%
0135508401	Beverage Licenses	12,200	13,300	9%	12,000	-10%	13,500	13%
0135512401	Casualty Insurance (MMO)	524,388	530,557	1%	575,000	8%	575,000	0%
0135513401	State Aid - Act 88-147 AD HOC	872	955	10%	850	-11%	0	-100%
0135703430	Dauphin County 743 Grant Revenue	110	0	-100%	0	0%	0	0%
0136156401	Sale of Property & Equipment	689	748	9%	500	-33%	500	0%
0138103401	Miscellaneous Non-Specific Revenue	40,213	40,036	0%	500	-99%	500	0%
0138106500	Insurance Reimbursement - TS Lee 2011	1,000	0	-100%	0	0%	0	0%
0139501400	Reimb. ICDA Admin. Time	34,785	40,414	16%	37,000	-8%	41,000	11%
0139503401	Refunds - Prior Years Expenses	2,921	0	-100%	0	0%	0	0%
0139510401	Non-Specific Refunds Received	25	9,961	39744%	500	-95%	500	0%
0139511401	Cobra Health Insurance Reimbursements	10,086	3,652	-64%	5,000	37%	0	-100%
0139512401	Other Health Insurance Reimbursements	91,990	6,646	-93%	240,000	3511%	50,000	-79%
	<i>Total Non-Specific Revenue</i>	1,087,583	959,783	-12%	1,194,965	25%	1,006,110	-16%
	<b>TOTAL TAX/NON-SPECIFIC REVENUE</b>	14,162,169	14,193,326	0%	14,859,965	5%	14,653,110	-1%

(1) based on prior years experience

(2) received notification from State that 2015 was last year for this revenue

<b>DEPARTMENT: POLICE</b>		<b>DIRECTOR: PATRICK M. O'ROURKE</b>						
		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
	<b>Revenues:</b>							
0132140410	Business/Mercantile Licenses	10,808	10,813	0%	11,000	2%	11,000	0%
0133110410	Court Fines	30,732	34,106	11%	31,000	-9%	35,000	13%
0133111410	Summary Traffic Fines	127,649	118,047	-8%	125,000	6%	130,000	4%
0133112410	Summary Non-traffic Fines	45,371	29,174	-36%	50,000	71%	40,000	-20%
0133113410	Parking Ticket Fines	6,541	11,596	77%	6,750	-42%	8,500	26%
0133230410	ICE Seizure Revenue	5,024	6,112	22%	4,500	-26%	4,500	0%
0135106410	EMA Grant	2,440	0	-100%	1,800	n/a	1,800	0%
0135702410	Act 147 (RERF) Revenue	2,000	3,500	75%	3,500	0%	3,500	0%
0135702420	Drug Task Force	36,168	6,247	-83%	0	-100%	0	0%
0135702421	CRT Revenue	2,100	0	-100%	1,000	0%	1,000	0%
0136211410	Sale of Accident Reports	7,646	7,308	-4%	7,000	-4%	7,200	3%
0136212410	Security Alarm Fees	550	2,875	423%	3,700	29%	3,000	-19%
0136250410	Booking Center	56,514	46,933	-17%	35,720	-24%	45,000	26%
0136251410	MHS Reimbursement - S. Hanover Twp.	110,000	110,000	0%	110,000	0%	110,000	0%
0136252410	DUI Blood Test Reimbursement	0	1,163	n/a	12,000	932%	12,000	0%
0136550410	Dog Boarding Fees	120	140	17%	320	129%	200	-38%
0138103410	Misc. Police Revenues	4,238	4,190	-1%	6,000	43%	6,000	0%
0138104410	Tobacco Detail Revenue	(612)	0	-100%	0	0%	0	0%
0138106410	Health Insurance Premium - Employee Contribution	1,901	2,096	10%	2,210	5%	1,882	-15%
0138705410	Contributions/Donations	19,555	1,438	-93%	2,000	39%	2,000	0%
0139510410	Refunds - County OT Pay	47,893	53,502	12%	56,000	5%	56,000	0%
0139513410	School Police Reimbursement	42,263	42,812	1%	44,339	4%	45,259	2%
0139514410	COPS IN SCHOOL - School District Reimbursement	59,893	68,338	14%	60,000	-12%	60,000	0%
	<b>TOTAL POLICE DEPARTMENT REVENUE</b>	<b>618,794</b>	<b>560,390</b>	<b>-9%</b>	<b>573,839</b>	<b>2%</b>	<b>583,841</b>	<b>2%</b>

(1) Based on prior years experience

<b>DEPARTMENT: FIRE</b>		<b>DIRECTOR: ED SVIRBELY</b>						
		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
	<b>Revenues:</b>							
0135513411	Foreign Fire Insurance Tax	228,753	214,608	-6%	230,000	7%	230,000	0%
	<b>TOTAL FIRE REVENUE</b>	<b>228,753</b>	<b>214,608</b>	<b>-6%</b>	<b>230,000</b>	<b>7%</b>	<b>230,000</b>	<b>0%</b>

**DEPARTMENT: COMMUNITY DEVELOPMENT**

**DIRECTOR: CHARLES EMERICK**

		2013 Actual	2014 Actual	% Change	2015 Budget	% Change	2016 Budget	% Change
<b>Revenues:</b>								
0133114414	Code Enforcement Fines	500	61	-88%	500	720%	500	0%
0135114414	Regional Connections Grant	23,695	53,636	126%	0	-100%	0	0%
0135709414	County Grant - Comprehensive Plan	0	0	0%	981	n/a	0	-100%
0136131414	Subdivision/Land Development Filing Fee	7,000	7,052	1%	8,000	13%	9,000	13%
0136133414	Zoning Amendment Fees	1,800	4,500	150%	2,700	-40%	1,860	-31%
0136134414	Zoning Hearing Fees	24,390	19,290	-21%	20,500	6%	20,500	0%
0136136414	Storm Water Management Filing Fee	3,625	3,750	3%	3,300	-12%	3,700	12%
0136137414	Design Advisory Board Fees	575	100	-83%	100	0%	200	100%
0136140414	Plan Checking Fees	126,984	67,183	-47%	110,000	64%	114,000	4%
0136151414	Sale of Maps	56	32	-43%	75	134%	75	0%
0136152414	Sale of Codes and Ordinances	37	42	14%	75	79%	500	567%
0136241414	Building Permits	524,553	208,101	-60%	460,000	121%	500,000	9%
0136244414	Sewage Permits	825	2,745	233%	375	-86%	400	7%
0136247414	Zoning Permits	17,539	13,650	-22%	20,000	47%	20,000	0%
0138103414	Miscellaneous Revenues	1,501	0	-100%	0	0%	0	0%
0138104414	Conditional Use Fee	500	1,000	100%	500	-50%	525	5%
0138106414	Health Insurance Premium Reimb. (EE)	2,216	2,821	27%	2,650	-6%	3,200	21%
0138714414	Environmental Action Committee Donations	700	(290)	-141%	0	-100%	0	0%
<b>TOTAL COMMUNITY DEVELOPMENT REVENUE</b>		<b>736,496</b>	<b>383,673</b>	<b>-48%</b>	<b>629,756</b>	<b>64%</b>	<b>674,460</b>	<b>7%</b>

(1) The remaining balance of this grant has been spent.

(2) Based on the assumption that with the adoption of the new Zoning Map, there will be fewer requests for rezoning.



<b>DEPARTMENT: PUBLIC WORKS</b>				<b>DIRECTOR: THOMAS CLARK</b>				
		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Revenues:</b>								
0135409430	PEMA Reimbursement	19,425	0	-100%	0	0%	0	0%
0136245430	Road Occupancy Permits	12,380	7,990	-35%	12,000	50%	10,000	-17%
0136262437	Sale of Street Supplies/Materials	(4,212)	0	-100%	0	0%	0	0%
0136310430	Street, Sidewalk & Curb Repair	22,506	52,144	132%	60,000	15%	60,000	0%
0136351430	State Contract - Snow Removal	16,704	19,600	17%	13,900	-29%	15,400	11%
0136354437	D.T.S.D. - Reimbursement Equipment Services	160,019	168,917	6%	160,000	-5%	170,000	6%
0138104430	Miscellaneous Street & Public Works Revenue	10,783	16,280	51%	15,000	-8%	15,000	0%
0138106438	Health Insurance Premium Reimbursement	2,950	5,000	0%	5,600	0%	5,600	0%
<b>TOTAL PUBLIC WORKS DEPARTMENT REVENUE</b>		<b>240,555</b>	<b>269,931</b>	<b>12%</b>	<b>266,500</b>	<b>-1%</b>	<b>276,000</b>	<b>4%</b>

(1) A decrease in street cut permits is anticipated based on past years application levels.

(2) As a result of the new Winter Maintenance Agreement we will realize an 11% increase in 2016.

**DEPARTMENT: PARKS & RECREATION**

**DIRECTOR: MATTHEW MANDIA**

<b>Revenues:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Recreation Center O &amp; M</b>								
0134220453	Rental of Plaza Facilities	41,733	50,204	20%	46,950	-6%	50,000	6%
0136751453	Plaza Memberships	132,715	137,761	4%	143,000	4%	143,000	0%
0136753453	Daily Fees	65,007	60,190	-7%	88,000	46%	70,000	-20%
0136754453	Locker Fees	1,496	1,649	10%	2,000	21%	1,800	-10%
0136756453	Miscellaneous Plaza O & M Revenues	409	275	-33%	500	82%	500	0%
0138106453	Health Insurance Premium Reimbursement (EE)	886	1,117	26%	1,350	21%	1,880	39%
<i>Sub-Total Recreation Center O &amp; M Revenue</i>		242,246	251,196	4%	281,800	12%	267,180	-5%
<b>Recreation Programming</b>								
0136705450	Tennis Programs	4,140	1,209	-71%	7,000	479%	4,000	-43%
0136706450	Pre-School Gym	330	60	-82%	500	733%	500	0%
0136712450	Exercise Programs	80	0	-100%	0	0%	0	0%
0136714450	Special Events Fees	11,374	12,867	13%	20,000	55%	20,000	0%
0136716450	Karate	28,143	29,575	5%	36,500	23%	35,000	-4%
0136719450	Miscellaneous Program Fees	19,664	15,462	-21%	27,000	75%	29,000	7%
0138701450	Contributions/Donations - Recreation	50	173	246%	1,000	478%	1,000	0%
0138703453	Contributions/Donations - Plaza	0	285	n/a	500	75%	500	0%
<i>Sub-Total Recreation Programming Revenue</i>		63,781	59,631	-7%	92,500	55%	90,000	-3%
<b>Aquatic Programming</b>								
0136721451	Scuba Program Fees	4,343	3,747	-14%	4,475	19%	3,800	-15%
0136722451	Lifesaving Program Fees	11,037	12,929	17%	15,000	16%	15,000	0%
0136724451	Swimming Instruction	38,169	40,691	7%	48,500	19%	42,000	-13%
0136725451	Aquasize	9,009	9,855	9%	11,200	14%	11,200	0%
0136726451	Private Aquatics Lessons	9,175	12,103	32%	12,000	-1%	14,000	17%
0136727451	Miscellaneous Aquatics Program Fees	5,975	5,735	-4%	5,700	-1%	6,000	5%
<i>Sub-Total Aquatics Programming Revenue</i>		77,708	85,060	9%	96,875	14%	92,000	-5%
<b>Miscellaneous Revenue</b>								
0135407450	Recreation - State Grants	0	0	0%	0	0%	0	0%
<i>Sub-Total Miscellaneous Revenue</i>		0	0	0%	0	0%	0	0%

(1) based on history

**DEPARTMENT: PARKS & RECREATION**

**DIRECTOR: MATTHEW MANDIA**

Revenues:		2013 Actual	2014 Actual	%Change	2015 Budget	% Change	2016 Budget	% Change
<b>Parks</b>								
0136730454	Park Use Fees	16,440	17,425	6%	16,500	-5%	18,000	9%
0138103454	Miscellaneous Parks Revenue	0	0	0%	1,000	n/a	1,000	0%
0138701454	Koons Memorial Park Donation	150	357	138%	0	-100%	0	0%
0138710454	Contributions to Parks	357	795	123%	200	-75%	300	50%
0138713454	Donations - Tree Vitalization	3,993	5,325	33%	11,000	107%	5,000	-55%
0139501454	Founders Park Reimbursement	18,988	18,291	-4%	18,500	1%	18,500	0%
	<i>Sub-Total Parks Revenue</i>	39,928	42,193	6%	47,200	12%	42,800	-9%
<b>Parks &amp; Recreation Concession</b>								
0136744452	Sale of Miscellaneous Concession Items	1,061	876	-17%	1,000	14%	1,000	0%
0136745452	Vending Machine Commissions	2,300	2,794	21%	3,000	7%	3,000	0%
0136748452	Concessions Commissions	2,068	4,118	99%	4,200	2%	45,000	971%
0136749452	Sales Tax Collected	66	52	-21%	50	-4%	50	0%
	<i>Sub-Total Parks &amp; Rec Concession Revenue</i>	5,495	7,840	43%	8,250	5%	49,050	495%
<b>Revenues:</b>								
<b>Child Care Program</b>								
0136713459	Fees - School Age - Hershey Elementary	136,617	146,589	7%	161,650	10%	151,000	-7%
0136717459	Summer Day Camp	215,431	196,502	-9%	230,000	17%	215,000	-7%
0136718459	Food Service Program	1,590	1,395	-12%	1,500	8%	1,500	0%
	<i>Sub-Total Child Care Program Revenue</i>	353,638	344,486	-3%	393,150	14%	367,500	-7%
<b>TOTAL RECREATION REVENUE</b>		782,796	790,406	1%	919,775	16%	908,530	-1%

(1) based on history

(2) anticipated Concession Stand revenue

(3) based on 9 week program as opposed to 10 weeks due to school schedule

<b>DEPARTMENT: PARKS &amp; RECREATION</b>		<b>DIRECTOR: MATTHEW MANDIA</b>						
<b>Revenues:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Gymnasium O &amp; M</b>								
0138106455	Health Insurance Premium Reimbursement (EE)	0	0	0%	0	0%	0	n/a
	<i>Sub-Total Gymnasium O &amp; M</i>	0	0	0%	0	0%	0	n/a
<b>Recreation Programming</b>								
0136701455	Recreation Program Fees	44,290	41,472	-6%	46,000	11%	0	-100%
0136753455	Daily Fees	10,464	13,500	29%	10,400	-23%	0	-100%
	<i>Sub-Total Recreation Programming Revenue</i>	54,754	54,972	0%	56,400	3%	0	-100%
<b>Rentals</b>								
0134220455	Gymnasium Facility	9,717	10,907	12%	18,000	65%	0	-100%
0134221455	Meeting/Program Rooms	615	6,633	979%	4,000	-40%	0	-100%
	<i>Sub-Total Rentals</i>	10,332	17,540	70%	22,000	25%	0	-100%
<b>Fitness Center</b>								
0136750455	Fitness Center Membership	52,548	49,799	-5%	53,000	6%	0	-100%
	<i>Sub-Total Fitness Center</i>	52,548	49,799	-5%	53,000	6%	0	-100%
<b>School District Reimbursements</b>								
0139501455	School District Reimbursements	48,260	53,540	11%	49,000	-8%	0	-100%
	<i>Sub-Total School District Reimbursements</i>	48,260	53,540	11%	49,000	-8%	0	-100%
<b>TOTAL GRANADA GYMNASIUM REVENUE</b>		165,894	175,851	6%	180,400	3%	0	-100%

**DEPARTMENT: LIBRARY****DIRECTOR: BARBARA S. ELLIS**

		2013 Actual	2014 Actual	%Change	2015 Budget	% Change	2016 Budget	% Change
<b>Revenues:</b>								
0133120456	Book Fines, Fees, Replacements	31,929	30,595	-4%	37,000	21%	37,000	0%
0134248456	Rental of Equipment and Materials	1,830	1,870	2%	1,600	-14%	1,900	19%
0134249456	Bestseller Express	705	384	-46%	700	82%	700	0%
0135114456	E-Rate Refund	194	3,312	1607%	0	-100%	0	0%
0135116456	Library - Misc. Grant Revenue	1,000	1,000	0%	5,000	400%	10,000	100%
0135411456	State Library Aid	66,631	66,631	0%	66,630	0%	66,631	0%
0136760456	Misc. Library Use Fees	2,837	2,682	-5%	4,000	49%	3,000	-25%
0136761456	Copies	4,373	5,361	23%	4,500	-16%	5,500	22%
0138103456	Misc. Revenue	0	0	0%	100	n/a	100	0%
0138106438	Health Insurance Premium Reimbursement	0	0	0%	1,200	n/a	500	-58%
0138704456	Contributions/Donations - Library	28,350	24,231	-15%	30,000	24%	30,000	0%
<b>TOTAL LIBRARY REVENUE</b>		<b>137,849</b>	<b>136,066</b>	<b>-1%</b>	<b>150,730</b>	<b>11%</b>	<b>155,331</b>	<b>3%</b>

(1) based on prior years history and current years actual

**DEPARTMENT: BOARD OF SUPERVISORS**

**2016 BOARD OF SUPERVISORS BUDGET NARRATIVE**

The 2016 Board of Supervisors budget increased 13% to \$121,440.

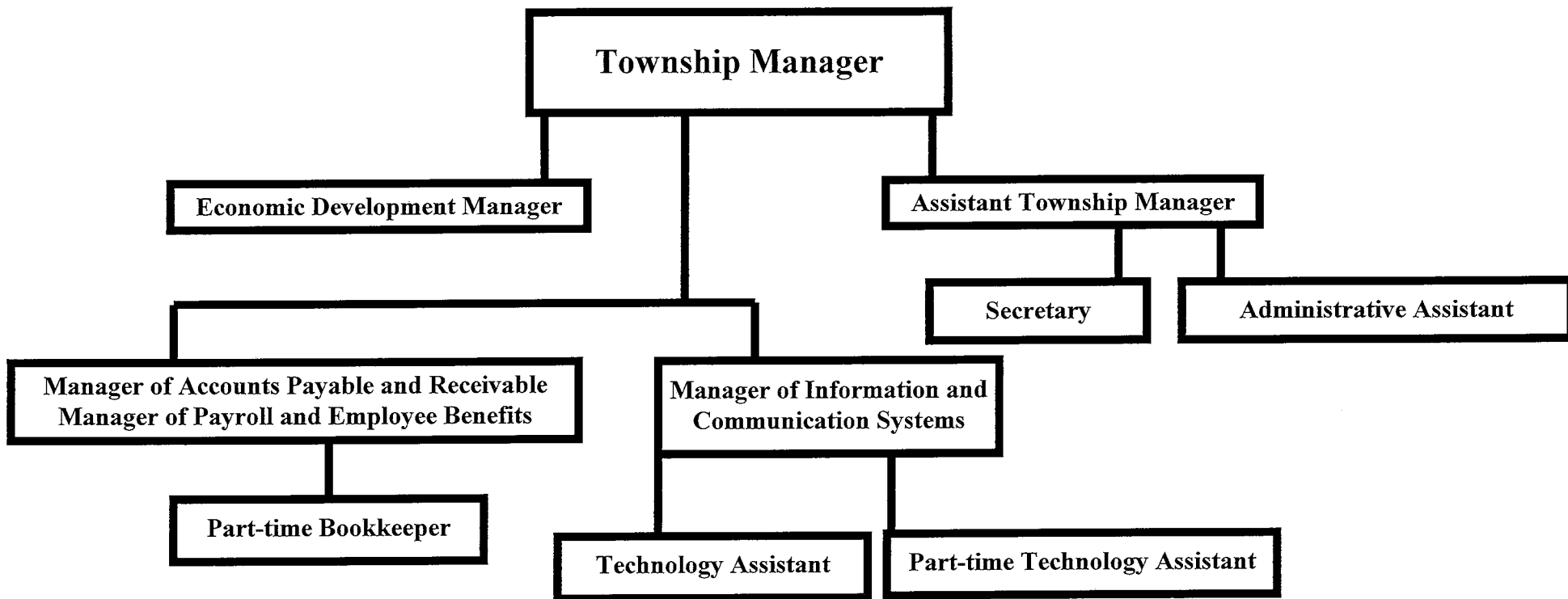
\$10,000 more was included in Misc. Contracted Services to provide funds for professional services in order to apply for grants or to pursue improvements when a problem arises or an opportunity presents itself. The expenditures were \$63,493 in 2013 and \$104,943 in 2014.

An additional \$5,000 was included due to a small increase in the number of public meetings held last year and the number of ordinances that were advertised prior to adoption.

<b>DEPARTMENT: BOARD OF SUPERVISORS</b>									
<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>	
<b>Personnel Services</b>									
0140011113	Salaries - Board of Supervisors	9,225	11,625	26%	10,000	-14%	11,000	10%	(1)
0140011115	Salaries - Board of Auditors	60	60	0%	90	50%	90	0%	
0140016161	FICA	710	848	19%	750	-12%	850	13%	(1)
<i>Sub-total Personnel Services</i>		9,995	12,533	25%	10,840	-14%	11,940	10%	
<b>Supplies</b>									
0140021210	Office Supplies	0	0	0%	100	n/a	100	0%	
0140024240	Miscellaneous Operating Supplies	150	265	77%	750	183%	500	-33%	
<i>Sub-total Supplies</i>		150	265	77%	850	221%	600	-29%	
<b>Services &amp; Other Charges</b>									
0140031400	Legal Services	19,745	24,442	24%	50,000	105%	50,000	0%	
0140034341	Advertising - Legal /BOS Direction	3,061	5,884	92%	2,000	-66%	5,000	150%	(2)
0140042420	Dues & Subscriptions	4,881	4,831	-1%	4,800	-1%	4,900	2%	
0140045452	Misc. Contracted Services	63,493	104,943	65%	30,000	-71%	40,000	33%	(3)
0140045459	Stenographic Services	4,749	5,219	10%	4,000	-23%	5,000	25%	(1)
0140046460	Meetings & Conferences	512	576	13%	2,200	282%	1,000	-55%	
<i>Sub-total Services &amp; Other Charges</i>		96,441	145,895	51%	93,000	-36%	105,900	14%	
<b>Contributions &amp; Gifts</b>									
0140052520	Specific Board Authorized Contributions	3,110	2,550	-18%	3,000	18%	3,000	0%	
<i>Sub-total Contributions &amp; Gifts</i>		3,110	2,550	-18%	3,000	18%	3,000	0%	
<b>TOTAL DEPARTMENT BUDGET</b>		109,696	161,243	47%	107,690	-33%	121,440	13%	

- (1) There was a slight increase in the number of meetings from 2013 to 2014 causing the need to increase salaries and stenographic services both by \$1,000.
- (2) Beginning in 2014, the number of Notices of Intent advertised prior to adopting an ordinance has increased.
- (3) Over the last two years the amount of funds contributed to Misc. Contracted Services has been between \$63,000 and \$104,000. The budgeted amount was increased from \$30,000 to \$40,000. These funds will provide \$17,000 in funding for the Official Township Map, which will be reimbursed through the Tri-County Regional Grant and will continue to fund the services of HRG for the Regional Connections Grant and Derk & Edson consulting services.

# ADMINISTRATION





**2016 ADMINISTRATION BUDGET NARRATIVE**

The 2016 Administration budget increased 3%, or \$25,673.

There are no new purchasing requests being made in the general fund budget.

Expenses for Personnel are 4%.

Supplies are -2%.

Services decreased 9% with an \$8,000 reduction in telephone long distance services.

Building Operations and Maintenance increased 3% for electricity and equipment repairs to the HVAC system and the generator.

A Capital budget of \$20,500 is being requested to implement safety measures in the public meeting room and the public service areas.

<b>DEPARTMENT: ADMINISTRATION</b>				<b>DIRECTOR: JILL HENRY</b>				
<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Personnel</b>								
0140112122	Wages - Exempt	394,621	406,867	3%	502,500	24%	526,300	5%
0140113130	Wages - Bargaining Unit - Administration	46,915	51,186	9%	53,500	5%	54,600	2%
0140115152	Dental Insurance	1,646	5,288	221%	3,000	-43%	3,200	7%
0140115154	Disability Insurance - Non Job Related	1,733	1,780	3%	2,670	50%	2,738	3%
0140115156	Health & Hospitalization Insurance	36,314	55,910	54%	87,373	56%	90,153	3%
0140115157	Drug Insurance	18,498	13,766	-26%	21,843	59%	22,538	3%
0140115158	Life Insurance	819	837	2%	994	19%	994	0%
0140116161	FICA	31,353	32,634	4%	42,540	30%	44,400	4%
0140116162	Unemployment Compensation	2,550	2,231	-13%	2,880	29%	1,520	-47%
0140116163	Workman's Compensation Insurance	1,745	1,625	-7%	2,600	60%	2,100	-19%
<i>Sub-total Personnel</i>		536,194	572,124	7%	719,900	26%	748,543	4%
<b>Administration - Supplies</b>								
0140121210	Office Supplies & Forms	3,122	3,874	24%	4,500	16%	4,500	0%
0140123231	Administration's Car - Gasoline & Maintenance	1,766	3,355	90%	2,000	-40%	2,000	0%
0140124240	Miscellaneous Operating Supplies	0	20	n/a	0	-100%	0	0%
0140124241	Community Publications - Newsletter / Annual Report	910	5,777	535%	10,000	73%	9,000	-10%
0140125252	Other Equipment Repair/Maintenance Parts	0	0	0%	200	n/a	200	0%
0140126260	Small Tools & Minor Equipment	0	632	n/a	1,200	90%	1,800	50%
0140724240	Other Data Processing Supplies	20	0	-100%	125	n/a	100	-20%
<i>Sub-total Supplies</i>		5,818	13,658	135%	18,025	32%	17,600	-2%

(1) Dental Insurance was increased based on a three year average of costs.

(2) Small Tools and Minor Equipment was increased to purchase a laptop for economic development presentations and activities.

**DEPARTMENT: ADMINISTRATION**

**DIRECTOR: JILL HENRY**

<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Services &amp; Other Charges</b>								
0140131316	Employee Event and Awards Program	6,321	4,659	-26%	5,500	18%	5,500	0%
0140131400	Legal Services	7,280	2,223	-69%	4,000	80%	4,000	0%
0140132321	Telephone - Ser./Maint.& Long Distance	14,906	4,648	-69%	14,000	201%	6,000	-57%
0140132325	Postage/Shipping	681	228	-67%	3,500	1435%	3,500	0%
0140133331	Travel Expenses	0	7	n/a	0	-100%	500	n/a
0140134341	Advertising	447	34	-92%	1,200	3429%	900	-25%
0140134342	Printing	426	1,628	282%	2,100	29%	2,000	-5%
0140134345	Radon Outreach	241	268	11%	300	12%	300	0%
0140135100	Vehicle Insurance	1,099	1,149	5%	1,100	-4%	1,145	4%
0140135353	Surety & Fidelity Bond/Treasurer	1,934	1,934	0%	1,950	1%	1,950	0%
0140137374	Equipment Maintenance Service	339	0	-100%	250	n/a	250	0%
0140137375	Equipment Maintenance Contracts	6,952	4,824	-31%	7,200	49%	8,610	20%
0140138384	Equipment Rental	532	1,983	273%	600	-70%	600	0%
0140142420	Dues & Subscriptions	946	1,853	96%	1,800	-3%	2,850	58%
0140145450	Miscellaneous Contracted Services	15,972	20,317	27%	26,000	28%	24,000	-8%
0140146460	Conferences, Training, & Tuition Reimbursement	310	150	-52%	250	67%	1,100	340%
0140146461	Safety Committee Programs/Twp. Training	2,907	3,400	17%	3,500	3%	3,500	0%
<i>Sub-total Services &amp; Other Charges</i>		61,293	49,305	-20%	73,250	49%	66,705	-9%
<b>Refunds</b>								
0140193930	Dog License Collection Remittances	1,483	1,453	-2%	1,800	24%	1,800	0%
<i>Sub-total Refunds</i>		1,483	1,453	-2%	1,800	24%	1,800	0%

(3) Equipment and Maintenance Contracts was increased for maintenance for the new color copier. The one that it replaced, due to it's age, did not have a maintenance contract.

(4) Dues and subscriptions includes additional funds for membership in Pennsylvania Downtown Center and a monthly subscription to Adobe Illustrator.

(5) Training was increased \$850 for training opportunities for economic development.

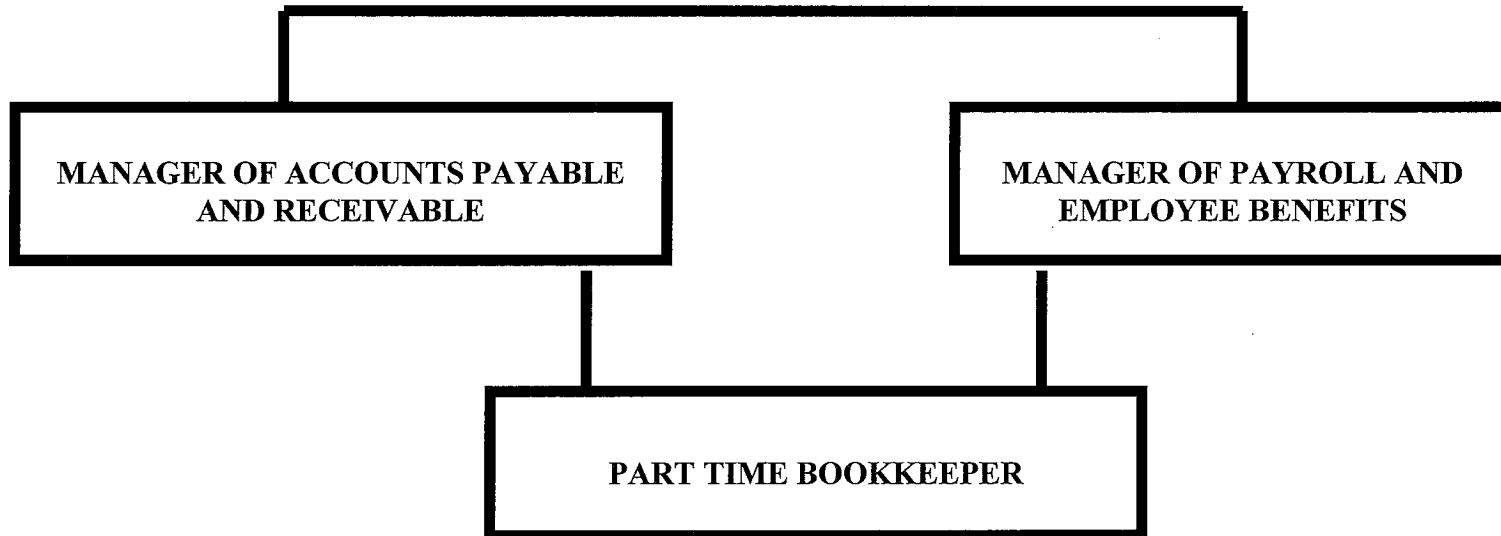
<b>DEPARTMENT: ADMINISTRATION</b>				<b>DIRECTOR: JILL HENRY</b>				
<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Municipal Annex O &amp; M Supplies</b>								
0140922224	First Aid Supplies	0	0	0%	200	n/a	200	0%
0140924240	Misc. Building Supplies	1,533	782	-49%	800	2%	800	0%
	<i>Sub-total Supplies</i>	1,533	782	-49%	1,000	28%	1,000	0%
<b>Services &amp; Other Charges</b>								
0140923230	Heating Expense	2,510	5,540	121%	5,000	-10%	6,000	20%
0140936362	Diesel Fuel (generator)	0	0	0%	1,100	n/a	1,100	0%
0140935351	Property Insurance	5,625	6,240	11%	6,300	1%	6,300	0%
0140936361	Electricity	106,628	118,813	11%	105,000	-12%	112,000	7%
0140936364	Sewerage	150	141	-6%	200	42%	200	0%
0140936366	Water	994	889	-11%	1,200	35%	1,000	-17%
0140937373	Building Maintenance Service	18,099	13,866	-23%	8,000	-42%	13,800	73%
0140937374	Building Maintenance/Service Contracts	9,707	13,017	34%	12,000	-8%	2,400	-80%
0140945450	Other Misc. Contracted Services	6,540	8,599	31%	7,000	-19%	7,000	0%
0140945451	Contracted Custodial Service	6,777	6,777	0%	7,000	3%	7,000	0%
	<i>Sub-total Services &amp; Other Charges</i>	157,030	173,882	11%	152,800	-12%	156,800	3%
<b>TOTAL DEPARTMENT BUDGET</b>		763,351	811,204	6%	966,775	19%	992,448	3%

(6) Heating expenses were increased because last winter was colder than average.

(7) Electricity was increased based on usage.

(8) Building Maintenance Service has ranged from \$13,000 to \$18,000 due to the cost to maintain the HVAC system and the generator.

# FINANCE OFFICE



**DEPARTMENT: FINANCE**

**2016 FINANCE BUDGET NARRATIVE**

The Finance Department is responsible for the majority of accounting functions of the Township. These include accounts payable, cash receipts, payroll, employee insurance benefits, cash management, budget and financial statement preparation.

Following is the proposed 2016 Finance Department budget. There is a \$3,301, or 1% decrease from the prior year's budget. This decrease is mainly due to reduced accounting services.

<b>DEPARTMENT: FINANCE</b>								
<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Personnel</b>								
0140212122	Wages - Exempt	131,166	134,736	3%	138,225	3%	142,337	3%
0140214145	Wages - Part-Time	14,933	11,378	-24%	12,025	6%	12,358	3%
0140215152	Dental Insurance	3,117	1,774	-43%	1,500	-15%	1,700	13%
0140215154	Disability Insurance - Non-Job Related	643	661	3%	686	4%	706	3%
0140215156	Health & Hospitalization Insurance / Vision	50,942	22,748	-55%	29,671	30%	30,619	3%
0140215157	Drug Insurance	2,793	5,724	105%	7,418	30%	7,655	3%
0140215158	Life Insurance	288	288	0%	288	0%	288	0%
0140216161	FICA	11,166	11,163	0%	11,495	3%	11,834	3%
0140216162	Unemployment Compensation Insurance	1,275	1,129	-11%	1,080	-4%	570	-47%
0140216163	Workmen's Compensation Insurance	304	280	-8%	410	46%	300	-27%
<i>Sub-total Personnel Services</i>		216,627	189,881	-12%	202,798	7%	208,367	3%
<b>Supplies</b>								
0140221210	Office Supplies	1,584	1,204	-24%	1,500	25%	1,500	0%
0140221212	Accounting Forms (Checks, P.O., etc.)	458	927	102%	700	-24%	1,000	43%
0140226260	Minor Equipment	0	125	n/a	100	-20%	100	0%
0140274740	Equipment	1,388	0	-100%	0	0%	0	0%
<i>Sub-total Supplies</i>		3,430	2,256	-34%	2,300	-2%	2,600	13%
<b>Services &amp; Other Charges</b>								
0140231311	Auditing/Financial Statement Services	42,935	36,700	-15%	47,500	29%	40,000	-16%
0140231316	Special Accounting Services	8,050	1,000	-88%	6,500	550%	6,500	0%
0140231317	G.O. Bond Paying Agent Fees	1,910	1,130	-41%	3,300	192%	1,500	-55%
0140232325	Postage	1,536	1,408	-8%	1,800	28%	1,800	0%
0140233331	Travel Expenses	19	0	-100%	100	n/a	100	0%
0140233334	Freight & Express Charges	34	61	79%	125	105%	125	0%
0140237375	Equipment Maintenance Contracts	2,695	2,873	7%	3,000	4%	3,100	3%
0140242420	Dues & Subscriptions	316	336	6%	320	-5%	350	9%
0140242430	Miscellaneous Contracted Services	0	0	0%	250	n/a	250	0%
0140246460	Meetings, Conferences & Training	0	0	0%	50	n/a	50	0%
<i>Sub-total Services &amp; Other Charges</i>		57,495	43,508	-24%	62,945	45%	53,775	-15%
<b>TOTAL DEPARTMENT BUDGET</b>		<b>277,552</b>	<b>235,645</b>	<b>-15%</b>	<b>268,043</b>	<b>14%</b>	<b>264,742</b>	<b>-1%</b>

(1) based on prior years actuals

(2) expected increase as provided by insurance broker

<b>AGENCY: TAX ASSOCIATION</b>								
		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Expenditures:</b>								
0140335351	Tax Association Property Insurance	662	734	11%	675	-8%	775	15%
0140335353	Surety & Fidelity Bonds	888	400	-55%	888	122%	400	-55%
0140332321	Tax Association Telephone Service	2,169	1,473	-32%	2,100	43%	1,600	-24%
0140336361	Tax Association Electric	11,848	13,201	11%	12,000	-9%	13,500	13%
0140336364	Tax Association Sewerage	112	65	-42%	115	77%	115	0%
0140336365	Tax Association Refuse	0	0	0%	0	0%	0	0%
0140336366	Tax Association Water	728	415	-43%	650	57%	650	0%
0140337373	Tax Association Building R & M	6,649	9,745	47%	4,700	-52%	6,400	36%
0140337374	Fire and Security Inspection/Maintenance	7,982	3,434	-57%	8,000	133%	1,000	-88%
0140345452	Tax Association Expenses	159,000	165,000	4%	165,000	0%	165,000	0%
0140353530	Contribution - Dauphin County Tax Collection	3,620	3,658	1%	3,620	-1%	3,658	1%
	<i>Sub-total Services &amp; Other Charges</i>	193,658	198,125	2%	197,748	0%	193,098	-2%
<b>Refunds:</b>								
0140391910	Tax Refunds	610	182	-70%	1,000	449%	1,000	0%
<b>TOTAL DEPARTMENT BUDGET</b>		194,268	198,307	2%	198,748	0%	194,098	-2%

(1) based on prior years experience



**2016 POLICE BUDGET NARRATIVE**

The 2016 Police budget totals \$6,676,259.

After the review of the 2015 budget, it was necessary to increase twelve line items based on prior years' experience, actual costs and contracts. However, seventeen other line items were reduced and one was eliminated. Unfortunately, as a result we experienced an increase of \$94,116 in the overall budget.

In addressing funds for Capital projects in 2016, there is a need to replace units in our current fleet of vehicles.

The focus for the year will be to explore more cost saving measures. Grant funding will be sought for special projects.

**DEPARTMENT: POLICE****DIRECTOR: PATRICK M. O'ROURKE**

<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Personnel</b>								
0141012122	Wages - Exempt	428,450	464,203	8%	452,541	-3%	466,074	3%
0141013130	Wages - Clerical - Bargaining Unit	36,837	26,454	-28%	31,337	18%	32,192	3%
0141014140	Wages - Police Officers - Bargaining Unit	3,190,165	3,276,196	3%	3,529,201	8%	3,619,925	3%
0141014141	Wages - Communications Specialists - Bargaining Unit	242,248	260,197	7%	244,197	-6%	248,201	2%
0141014142	Wages - Communications Part-Time - Bargaining Unit	26,545	16,998	-36%	44,852	164%	30,000	-33%
0141014145	Wages - Part-Time - Bargaining Unit (CSO)	76,861	76,733	0%	87,000	13%	77,000	-11%
0141014146	Wages - Special School Police	70,256	72,908	4%	73,000	0%	75,000	3%
0141014147	Wages - Heart & Lung	0	0	0%	0	0%	0	0%
0141015152	Dental Insurance	22,403	41,115	84%	24,000	-42%	40,000	67%
0141015154	Disability Ins. - Non-Job Related	15,368	15,362	0%	15,748	3%	16,039	2%
0141015156	Health & Hospitalization Insurance	529,502	522,798	-1%	685,701	31%	696,100	2%
0141015157	Drug Insurance	153,727	127,840	-17%	171,300	34%	173,930	2%
0141015158	Life Insurance	6,669	6,600	-1%	6,635	1%	6,695	1%
0141016161	FICA	310,197	318,574	3%	341,353	7%	342,220	0%
0141016162	Unemployment Comp. Ins.	27,096	24,102	-11%	23,310	-3%	13,110	-44%
0141016163	Workers Compensation Ins.	99,858	93,506	-6%	93,350	0%	93,700	0%
0141019191	Uniform Maintenance - Communications	519	98	-81%	1,400	1329%	500	-64%
0141019192	Uniform Allowance - Police (as per labor contract)	31,150	30,398	-2%	32,100	6%	32,100	0%
0141019193	Uniform Purchase - Police (new and replacement)	14,670	14,407	-2%	14,300	-1%	14,300	0%
0141019194	Ammunition Allotment (as per labor contract)	1,782	2,344	32%	2,500	7%	2,675	7%
	<i>Sub-total Personnel Services</i>	5,284,303	5,390,833	2%	5,873,825	9%	5,979,761	2%

(1) additional police officers, increase in price

**DEPARTMENT: POLICE**

**DIRECTOR: PATRICK M. O'ROURKE**

<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Supplies</b>								
0141021210	Office Supplies	7,646	8,924	17%	9,500	6%	9,000	-5%
0141021211	Books & Publications (Contractual)	1,619	1,609	-1%	1,700	6%	1,700	0%
0141022222	Photography and Forensic Supplies	849	1,954	130%	3,500	79%	3,500	0%
0141022224	First Aid Supplies	93	980	954%	50	-95%	400	700%
0141022226	Custodial Supplies	1,082	276	-74%	1,000	262%	500	-50%
0141022228	K9 Medical, Food, and Supplies	4,453	5,662	27%	4,500	-21%	4,500	0%
0141022229	Special Police Services - Meals	1,549	1,813	17%	2,000	10%	1,800	-10%
0141023231	Vehicle Fuel - Gasoline	91,370	93,535	2%	90,000	-4%	80,000	-11%
0141023237	Safety Supplies	2,469	163	-93%	3,800	2231%	3,500	-8%
0141024240	Police Operating Supplies	3,859	3,135	-19%	3,536	13%	3,700	5%
0141024241	Forfeiture Purchases	0	799	n/a	0	-100%	0	0%
0141024242	Ammunition	3,605	4,058	13%	3,850	-5%	4,120	7%
0141024249	Contribution/Donation Expenses	10,162	3,095	-70%	1,000	-68%	1,000	0%
0141025251	Vehicle Repair Parts	69,003	49,156	-29%	32,000	-35%	45,000	41%
0141026260	Small Tools & Minor Equipment	13,717	7,208	-47%	7,500	4%	7,500	0%
0141026263	Act 147 (REEF) Expenditures	3,123	3,924	26%	2,000	-49%	2,000	0%
0141026266	Drug Task Force	36,168	6,247	-83%	1,000	-84%	1,000	0%
0141026267	CRT Expenditures	2,679	1,197	-55%	500	-58%	500	0%
0141026269	Booking Center Expenses	0	59,924	n/a	30,000	-50%	30,000	0%
0141026270	ICE Seizure Expenses	5,024	6,112	22%	4,500	-26%	4,500	0%
0141524240	EMA Operating Supplies	2,213	1,223	-45%	1,872	53%	1,200	-36%
	<i>Sub-total Supplies</i>	260,683	260,994	0%	203,808	-22%	205,420	1%
<b>Services &amp; Other Charges</b>								
0141023230	Heating Fuel	10,617	11,990	13%	9,200	-23%	10,100	10%
0141031313	Employee Assistance Program	0	0	0%	100	n/a	100	0%
0141031315	Employment Physicals	376	947	n/a	500	-47%	500	0%
0141031316	Applicant Expenses	0	0	0%	100	n/a	100	0%
0141031400	Legal Services	15,044	12,214	-19%	5,000	-59%	5,000	0%
0141032321	Telephone Service - Police	27,279	14,396	-47%	15,000	4%	13,000	-13%
0141032325	Postage	1,666	1,499	-10%	1,690	13%	1,690	0%
0141032327	Radio Equipment/Maintenance & Repair	4,063	5,885	45%	7,400	26%	5,000	-32%

(2) based on prior years experience

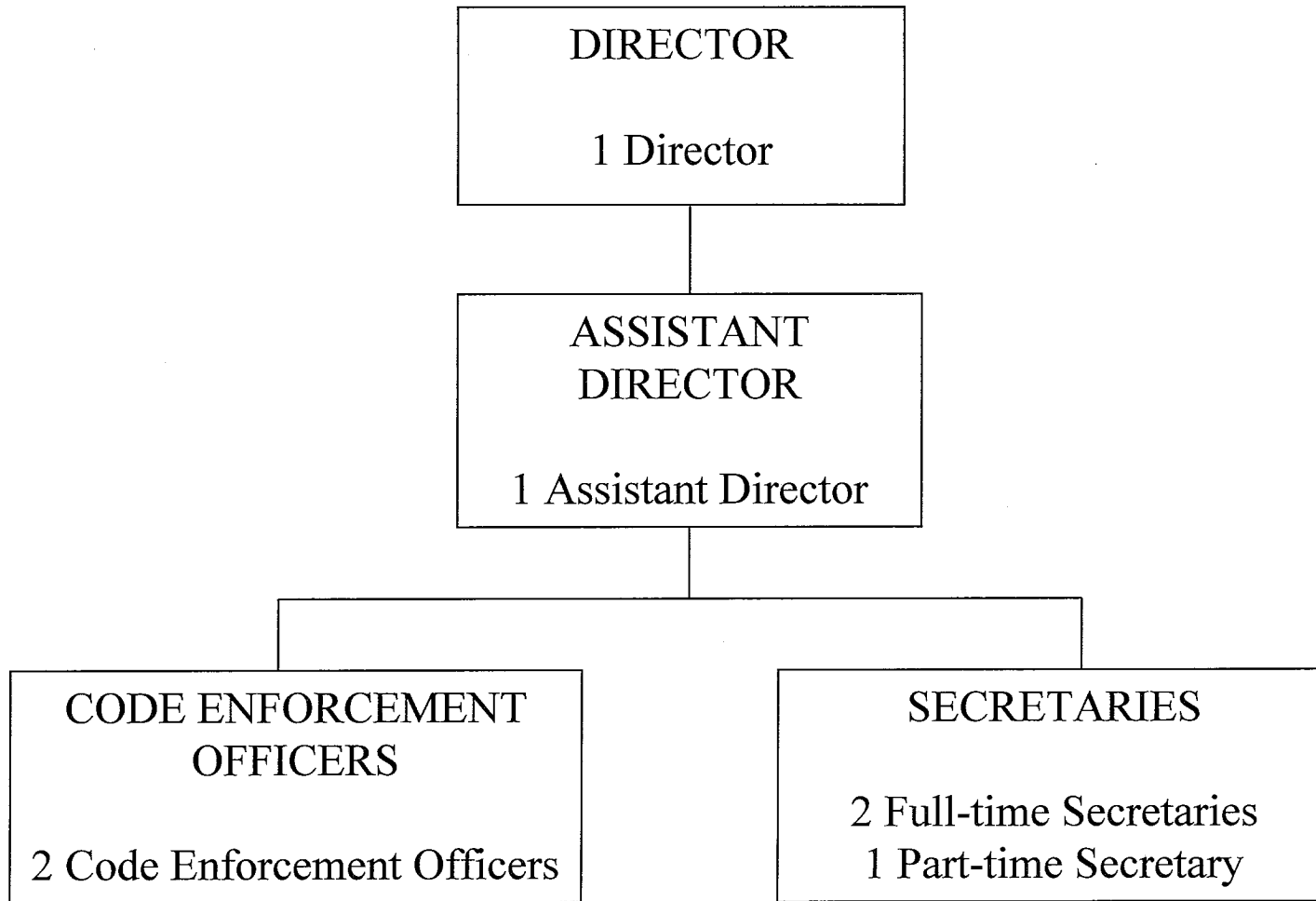
<b>DEPARTMENT: POLICE</b>				<b>DIRECTOR: PATRICK M. O'ROURKE</b>					
<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>	
<b>Services &amp; Other Charges</b>									
0141033334	Freight & Express Charges	2,774	2,713	-2%	1,730	-36%	2,000	16%	(2)
0141034341	Advertising/Recruitment	0	0	0%	500	n/a	500	0%	
0141034342	Printing	2,885	2,291	-21%	4,000	75%	2,500	-38%	
0141031601	Clean (Annual fee plus line charge)	3,617	3,558	-2%	3,500	-2%	3,500	0%	
0141035100	Vehicle Insurance	22,109	32,957	49%	33,000	0%	31,864	-3%	
0141035351	Property Insurance/Building	20,156	26,741	33%	21,950	-18%	23,000	5%	(3)
0141035352	Liability Insurance - Police Professional	40,660	42,706	5%	42,725	0%	43,677	2%	
0141035353	Flood Insurance	0	0	0%	4,810	n/a	4,780	-1%	
0141036361	Electricity	113,229	119,999	6%	110,000	-8%	115,000	5%	(2)
0141036364	Sewerage	532	638	20%	875	37%	875	0%	
0141036366	Water	3,352	4,012	20%	3,800	-5%	3,800	0%	
0141037373	Building/Equipment Maintenance Service	18,091	28,255	56%	18,000	-36%	19,000	6%	(2)
0141037374	Equipment Maintenance Service	4,375	2,246	-49%	2,231	-1%	2,250	1%	
0141037375	Equipment Maintenance Contracts/Office Machines	29,151	47,976	65%	43,731	-9%	45,434	4%	
0141037376	Information System Service Contracts	26,330	13,476	-49%	20,550	52%	23,140	13%	(2)
0141037377	Wireless Mobile Data Service Contracts	10,330	11,521	12%	8,600	-25%	11,000	28%	(2)
0141037378	CPIN/Live Scan Service Contract	9,000	7,954	-12%	9,000	13%	9,000	0%	
0141037379	WMD Equipment Maintenance Replacement	1,354	1,997	47%	2,246	12%	2,246	0%	
0141038384	Equipment Rental	0	10,297	n/a	10,164	-1%	10,164	0%	
0141042420	Dues & Subscriptions	1,772	1,546	-13%	1,600	3%	1,600	0%	
0141042421	Accreditation - CALEA and PLEAC	5,230	5,643	8%	10,500	86%	8,000	-24%	
0141045450	Miscellaneous Contracted Services	12,046	11,351	-6%	10,950	-4%	10,950	0%	
0141045451	Contracted Custodial Service	16,018	16,018	0%	16,120	1%	16,120	0%	
0141045452	Crimeview Service Contract	1,188	1,188	0%	1,188	0%	1,188	0%	
0141045453	Building Maintenance Contracts	30,139	34,426	14%	33,000	-4%	14,000	-58%	
0141046461	Meetings, Conferences, and Training	14,081	14,503	3%	16,000	10%	16,000	0%	
0141047316	DUI Blood Test Expense	16,113	26,454	64%	24,000	-9%	24,000	0%	
0142153533	Vector Control - PetSmart	7,050	9,500	35%	750	-92%	0	-100%	
0142153534	Humane Society/Animal Control	19,966	2,340	-88%	10,000	327%	10,000	0%	
<i>Sub-total Services &amp; Other Charges</i>		490,593	529,237	8%	504,510	-5%	491,078	-3%	
<b>TOTAL DEPARTMENT BUDGET</b>		<b>6,035,579</b>	<b>6,181,064</b>	<b>2%</b>	<b>6,582,143</b>	<b>6%</b>	<b>6,676,259</b>	<b>1%</b>	

(2) based on prior years experience

(3) based on current year premium

<b>DEPARTMENT: FIRE</b>		<b>DIRECTOR: ED SVIRBELY</b>						
<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Personnel</b>								
0141116163	Workmen's Compensation Insurance	48,751	44,497	-9%	49,000	10%	49,000	0%
	<i>Sub-total Personnel Services</i>	48,751	44,497	-9%	49,000	10%	49,000	0%
<b>Supplies</b>								
0141123231	Vehicle Fuel - Gasoline	6,573	8,582	31%	7,200	-16%	7,200	0%
0141123232	Vehicle Fuel - Diesel	11,115	14,371	29%	11,700	-19%	11,700	0%
	<i>Sub-total Supplies</i>	17,688	22,953	30%	18,900	-18%	18,900	0%
<b>Services &amp; Other Charges</b>								
0141125251	Contribution - Operating Expenses - Fire	47,457	14,134	-70%	5,500	-61%	6,500	18%
0141136367	Fire Hydrant Charges	93,702	96,611	3%	94,000	-3%	97,000	3%
0141152520	Contribution - Fire	57,778	73,490	27%	82,000	12%	85,500	4%
0141152521	Contribution - Firemen's Relief Fund	228,753	214,608	-6%	230,000	7%	230,000	0%
	<i>Sub-total Services &amp; Other Charges</i>	427,690	398,843	-7%	411,500	3%	419,000	2%
<b>TOTAL DEPARTMENT BUDGET</b>		494,129	466,293	-6%	479,400	3%	486,900	2%

# DEPARTMENT OF COMMUNITY DEVELOPMENT



**2016 COMMUNITY DEVELOPMENT BUDGET NARRATIVE**

The revenue projected by the Department for 2016 is \$674,460, and the expenses are projected to be \$733,529. The operating budget for 2016 is projected to be \$14,426 more than the budget for 2015; and revenues are expected to be \$44,704 more.

The overall 2.01% increase projected in expenditures for 2016 is primarily due to increased vehicle and health insurance premiums; standard wage adjustments for our existing staff members; the adjustment of Planning Consultants fees for the mechanical/electrical/plumbing aspects of commercial permits and consulting services related to stormwater management; and the need to hire a part-time secretary for the Department.

The 2016 budget depicts an overall 7.1% increase in revenues; although permit fees, which were last adjusted based on the CPI highest reporting month of 2014 (July), will again be reviewed in December 2015/January 2016. It is noteworthy that the difference between the July 2014 CPI and the September 2015 CPI results in a 1.6¢ reduction per dollar.

Community Development seeks no new capital expenditures for the 2016 budget term. Items listed under this category include the second payment for the 2015 Ford Escape purchase and the continuation of Comprehensive Plan/Zoning Ordinance updates.

We are, however, in need of additional staff to maintain our current level of productivity. Many things have changed since the Community Development department began in the late 1960s/early 1970s. Our codes have certainly gotten more complex, including the introduction of the Statewide Building Code in 2004. Our population has grown and new regulations are instituted every year. We have a great team of workers in Community Development although no one is looking for one more thing to fill their day. As we considered what new staff member would be most beneficial to the department at large, we determined that a part-time secretary would be most advantageous. Both Jenelle and Marisa (our current secretaries) work very hard in support of the rest of the group. Both are very knowledgeable of our department's duties and each have taken on many meaningful tasks that aid in the productivity and deadline-related obligations of the rest of the department. This exceptional staff support effort from Marisa and Jenelle has allowed us to effectively perform the department's duties with a workforce of 6, although it has impeded their ability to complete the more rudimentary tasks in a timely manner. It is for these reasons that we seek to hire a part-time secretary for the Department.

**DEPARTMENT: COMMUNITY DEVELOPMENT**

**DIRECTOR: CHARLES EMERICK**

<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Community Development-Personnel Services</b>								
0141412122	Wages - Exempt	133,525	136,929	3%	140,727	3%	144,936	3%
0141413130	Wages - Bargaining Unit	190,296	199,135	5%	205,396	3%	218,500	6%
0141415152	Dental Insurance	2,168	8,181	277%	2,784	-66%	4,000	44%
0141415154	Disability Insurance - Non-Job Related	1,531	1,608	5%	1,656	3%	1,687	2%
0141415156	Health, Vision and Hospitalization Insurance	52,955	67,100	27%	87,935	31%	85,280	-3%
0141415157	Drug Insurance	8,982	16,300	81%	21,434	31%	20,700	-3%
0141415158	Life Insurance	798	809	1%	808	0%	809	0%
0141416161	FICA	24,670	25,569	4%	26,426	3%	27,800	5%
0141416162	Unemployment Compensation Insurance	2,550	2,231	-13%	2,160	-3%	1,330	-38%
0141416163	Workers Compensation Insurance	1,175	1,104	-6%	1,450	31%	1,150	-21%
0141419193	Uniform Purchase	168	0	-100%	300	n/a	300	0%
	<i>Sub-total Personnel Services</i>	<b>418,818</b>	<b>458,966</b>	<b>10%</b>	<b>491,076</b>	<b>7%</b>	<b>506,492</b>	<b>3%</b>
<b>Supplies</b>								
0141421210	Office Supplies	3,955	4,445	12%	5,000	12%	5,200	4%
0141421211	Books, Publications, and Maps	498	79	-84%	2,000	2432%	2,000	0%
0141423231	Vehicle Fuel - Gasoline	1,740	1,428	-18%	1,800	26%	1,000	-44%
0141423234	Vehicle Maintenance	944	304	-68%	875	188%	875	0%
0141424240	Miscellaneous Operating Supplies	128	20	-84%	100	400%	100	0%
0141424249	County Grant - Comprehensive Plan	0	0	0%	981	n/a	0	-100%
	<i>Sub-total Supplies</i>	<b>7,265</b>	<b>6,276</b>	<b>-14%</b>	<b>10,756</b>	<b>71%</b>	<b>9,175</b>	<b>-15%</b>

(1) Reflects the proposed addition of a part time secretary.

(2) Based on information received from the insurance company.



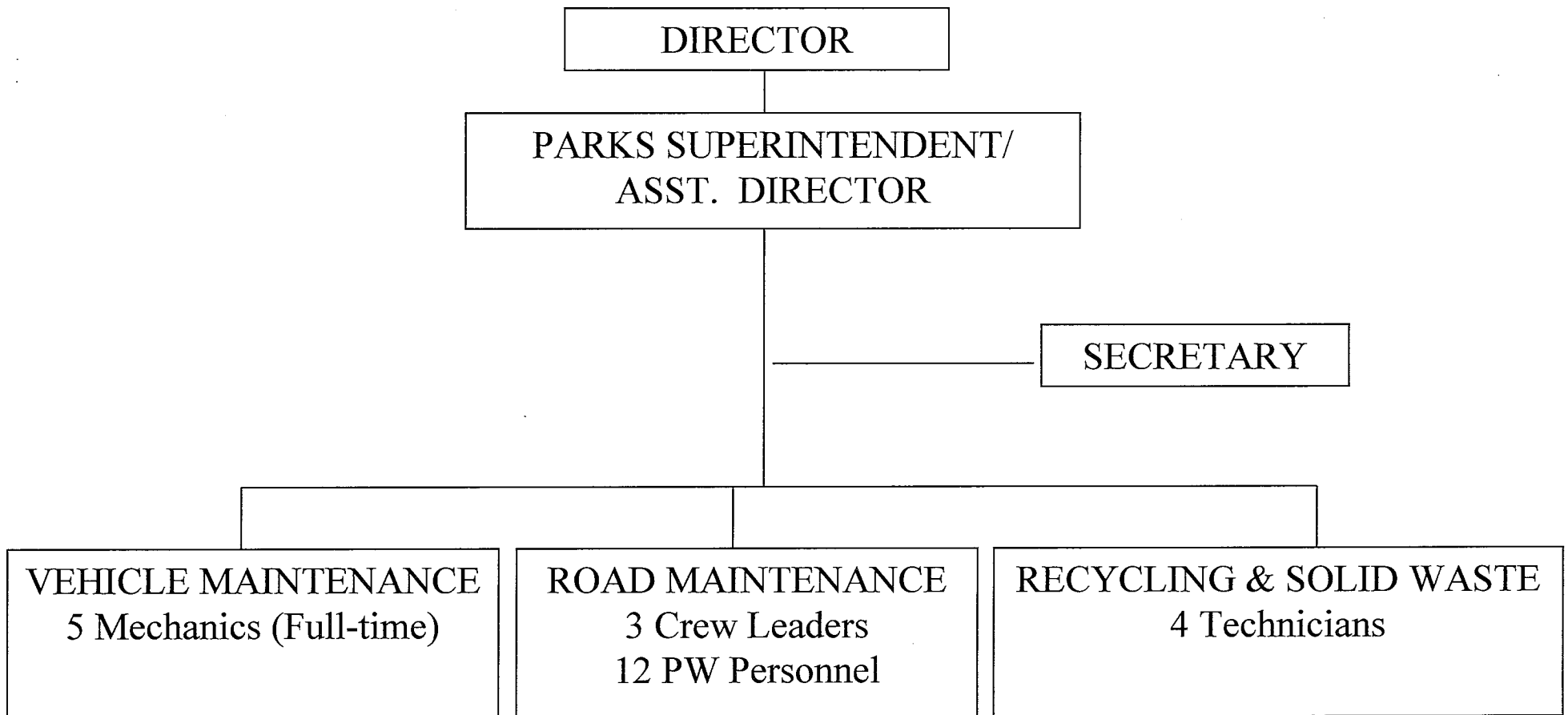
**DEPARTMENT: COMMUNITY DEVELOPMENT**

**DIRECTOR: CHARLES EMERICK**

<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Services &amp; Other Charges</b>								
0141431312	Planning Consultants	36,777	32,946	-10%	38,500	17%	35,000	-9%
0141431314	Zoning Hearing Counsel	23,519	21,150	-10%	21,000	-1%	21,400	2%
0141431316	Plan Review Consultants	126,984	68,608	-46%	110,000	60%	114,000	4%
0141431400	Legal Services	11,506	4,489	-61%	8,205	83%	8,205	0%
0141432321	Telephone - Service/Maintenance Charges	9,132	3,764	-59%	5,000	33%	4,000	-20%
0141432325	Postage	2,507	2,836	13%	2,500	-12%	2,500	0%
0141433334	Freight and Express Charges	87	0	-100%	50	n/a	50	0%
0141434341	Advertising	13,460	11,117	-17%	10,500	-6%	10,900	4%
0141435100	Vehicle Insurance	1,122	2,443	118%	2,450	0%	3,500	43%
0141437375	Equipment Maintenance	1,003	1,125	12%	1,200	7%	1,274	6%
0141440400	Court and Recording Costs	36	424	1078%	300	-29%	350	17%
0141442420	Dues and Subscriptions	1,156	1,136	-2%	1,466	29%	1,400	-5%
0141445450	Miscellaneous Contracted Services	0	1,450	0%	1,950	34%	2,083	7%
0141445459	Steno Service	4,531	2,945	-35%	4,600	56%	3,500	-24%
0141446460	Meetings, Conferences and Training	2,084	3,931	89%	5,350	36%	5,500	3%
0142153532	Gypsy Moth Suppression Program	0	0	0%	4,000	n/a	4,000	0%
	<i>Sub-total Services &amp; Other Charges</i>	233,904	158,364	-32%	217,071	37%	217,662	0%
<b>Refunds</b>								
0141492920	Non-Specific Refunds	254	0	-100%	200	n/a	200	0%
	<i>Sub-total Refunds</i>	254	0	-100%	200	n/a	200	0%
<b>TOTAL DEPARTMENT BUDGET</b>		<b>660,241</b>	<b>623,606</b>	<b>-6%</b>	<b>719,103</b>	<b>15%</b>	<b>733,529</b>	<b>2%</b>

- (3) Based on information received from the insurance company.
- (4) Reflects overages and annual increase on 2 copier maintenance contracts.
- (5) Reflects costs incurred in filing civil charges at District Justice's office.
- (6) Primarily reflects anticipated increase in annual maintenance fee for permit software.

# PUBLIC WORKS



**2016 PUBLIC WORKS BUDGET NARRATIVE**

**The Revenue** portion of the General Fund budget for 2016 reflects a reduction in Road Occupancy primarily resulting from smaller projects by PA American. An unforeseen increase in the contracted snow removal paid to the Township by PennDot. Last year saw a significant increase in activity in the Curb & Sidewalk program we expect this level of interest has plateaued therefore this item remains at last year's revenue expectation.

**The Administration Expenditure** portion of the 2016 budget reflects a 1% reduction from last year's numbers. This was able to be achieved by a reduction in some insurance costs as well as an improved copier contract and other equipment contracts.

**The Operations Expenditures** portion of the 2016 budget reflects a 0% increase from last year's projections. A significant saving is to be received as a result of a major decrease in the Unemployment Compensation Insurance of 49%. This was of great help in the areas of Grounds Maintenance Supplies, Planting Material & Chemicals as a result of our acquiring maintenance responsibilities for Chocolate Towne Square which strains present budget constraints both in personnel and materials resources.

Vehicle Maintenance Parts has increased as a result of an aging fleet that we continue to work through replacement of from purchases made during the 90's.

Traffic Signal Electricity is slightly reduced as LED technology is continually changing and we replace a few standalone signals that have the older technology. The Maintenance Contract line item has increased as a result of a newly awarded contract in 2015. However, improved maintenance and a more timely response has been noticed with the new contract.

**The Public Works Capital Budget** for 2016 is requesting funding for the lease of a 2016 International 39,000GVW dump truck to replace a 1997 GMC first line snow removal/salting vehicle. Vehicle will be ordered so lease payments will begin in 2017 and vehicle available for winter of 2017.

2 Ferris Z-turn mowers - 1 being a replacement and 1 being an additional unit in place of a 30" walk behind thereby reducing man hours and increasing productivity for mowing additional Park grounds.

1 Jacobsen 16' Wide Area mower - to replace 1 of 2 Toro model wide area mowers. The current units are a 1993 model and the other 2003, the latter of which has incurred \$65,000 in repairs in the last 5 years and is no longer a prudent option for repair. These units mow Parks, Twp. Facilities, Bike Paths, Athletic Fields and road rights-of-way.

JCB 3CX-15 Backhoe - for replacement of a 1992 John Deere Backhoe. The current unit has serious hydraulic issues severely reducing its usefulness when repairing sinkholes making storm water repairs. The problem is lifting soil and not having the power to lift soil and inlets during these projects.

4 Rotary Vehicle Portable Floor lift units – these units will replace current in the floor lifts that are 20 years old when Public Works was constructed. Current lifts are aged and require \$70,000 in repair costs as a result of being “In ground” lifts. They are also a serious safety issue and has been identified by the Safety Committee as something that needs to be addressed. Newer technology has resulted in safe portable units that allow mobility within the shop area for use on a variety of vehicles.

**Liquid Fuels Funding Revenue** for 2016 shows increases in the 2016 allocation as a results of additional funding legislation from the State in previous years.

**Liquid Fuels Expenditure** portion reflects increases primarily in the Snow and Ice control products as a result of sky rocketing salt cost received on bids. Salt was purchased as storage allows before we were forced to pay over \$20 more per ton.

The Township's Public Works Department is responsible for construction and maintenance of the public right-of-ways in the Township's infrastructure system. The Department is responsible for the following:

- Maintenance of 140 miles of Township roadway
- Maintenance of 35 traffic signals
- Maintenance of 12 Township owned and/or leased parks and facilities
- Mowing of 286 acres of Township park land
- Mowing of 21.6 acres of State right-of-way
- 50 miles of roadside mowing on Township owned roads
- Maintenance on 184 pieces of Township owned equipment (vehicle maintenance)
- Operation of Township Recycling Center/Drop-Off Center

Employees of the Public Works Department are responsible for performing such tasks and services as:

- Reconstruction and repaving of alleys and roadways
- Construction and maintenance of storm water conveyance systems
- Routine pothole patching
- Snow plowing and application of de-icing material
- Leaf collection
- Horticultural activities to include roadside planting
- Maintenance and repair of all Township owned vehicles to include Fire Apparatus
- Selective maintenance and repair of DTMA vehicles

In addition, the Department has the responsibility for preparation of specifications and administration of contracts for the following:

- Curb and Sidewalk Replacement Program
- Road Construction/Reconstruction
- Traffic Line Painting
- Traffic Signal Maintenance
- Curbside Solid Waste and Recycling Collection

The figures reflected in this budget are indicative of this Department's goal to provide all of the above services such that they are of the highest quality and in the most efficient and economical means possible.

**DEPARTMENT: PUBLIC WORKS ADMINISTRATION**

**DIRECTOR: THOMAS CLARK**

<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Personnel</b>								
0143012122	Wages - Exempt	144,759	148,768	3%	152,618	3%	157,181	3%
0143013130	Wages - Bargaining Unit	51,213	35,398	-31%	36,571	3%	37,654	3%
0143015152	Dental Insurance	962	2,039	112%	1,600	-22%	1,700	6%
0143015154	Disability Insurance-Non-Job Related	891	836	-6%	867	4%	882	2%
0143015156	Health & Hospitalization/Vision	28,461	28,340	0%	36,269	28%	30,620	-16%
0143015157	Drug Insurance	15,267	7,004	-54%	9,067	29%	7,655	-16%
0143015158	Life Insurance	418	418	0%	432	3%	432	0%
0143016161	FICA	14,767	14,299	-3%	14,473	1%	14,905	3%
0143016162	Unemployment Compensation Insurance	1,275	1,260	-1%	1,080	-14%	570	-47%
0143016163	Workers Compensation Insurance	791	707	-11%	963	36%	670	-30%
	<i>Sub-total Personnel Services</i>	258,804	239,069	-8%	253,940	6%	252,269	-1%
<b>Supplies</b>								
0143021210	Office Supplies	1,743	1,657	-5%	1,875	13%	1,875	0%
0143023232	People Mover Fuel/Supplies	247	977	296%	600	-39%	1,000	67%
0143023237	Safety/First Aid Supplies	1,052	1,654	57%	1,000	-40%	1,100	10%
0143023239	Parts - School District	8,498	3,730	-56%	6,000	61%	4,000	-33%
0143026260	Small Tools & Minor Equip.	1,294	1,001	-23%	1,000	0%	1,000	0%
	<i>Sub-total Supplies</i>	12,834	9,019	-30%	10,475	16%	8,975	-14%
<b>Services &amp; Other Charges</b>								
0143031400	Legal Services	2,860	1,258	-56%	200	-84%	200	0%
0143032321	Telephone -Service/Maintenance Charges	10,168	8,300	-18%	12,000	45%	8,500	-29%
0143032325	Postage	263	272	3%	150	-45%	250	67%
0143032327	Radio Equipment/Maintenance	98	2,588	2541%	600	-77%	600	0%

(1) based on prior years average and current years actual

(2) postage increases resulting from increased participation in the Curb & Sidewalk program

<b>DEPARTMENT: PUBLIC WORKS ADMINISTRATION</b>					<b>DIRECTOR: THOMAS CLARK</b>			
<b>Services &amp; Other Charges</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
0143033331	Travel Expenses	0	359	n/a	100	n/a	100	0%
0143033334	Freight & Express Charges	3,364	3,328	-1%	2,650	-20%	3,000	13%
0143034341	Advertising	1,239	796	-36%	1,500	88%	1,300	-13%
0143034342	Printing	136	0	-100%	100	n/a	100	0%
0143035100	Vehicle Insurance	17,063	20,403	20%	20,425	0%	20,425	0%
0143036361	Electricity	23,850	23,423	-2%	24,000	2%	24,500	2%
0143036364	Sewerage	1,013	865	-15%	1,000	16%	1,000	0%
0143036366	Water	5,652	5,594	-1%	5,400	-3%	5,600	4%
0143036367	Heating Fuel	36,075	50,184	39%	36,000	-28%	38,000	6%
0143037374	Equipment Maintenance Service	2,206	3,723	69%	5,000	34%	4,000	-20%
0143042420	Dues & Subscriptions	1,134	1,529	35%	1,134	-26%	1,500	32%
0143045450	Operational Contracted Services	37,623	43,345	15%	23,500	-46%	24,000	2%
0143045451	Street, Sidewalk & Curb Repair	35,590	58,434	64%	40,000	-32%	40,000	0%
0143046460	Conferences, Training, & Tuition Reimbursement	1,191	2,082	75%	1,600	-23%	1,650	3%
0148123234	Underground Storage Tank Indemnification	2,073	1,230	-41%	1,100	-11%	1,230	12%
	<i>Sub-total Services &amp; Other Charges</i>	181,598	227,713	25%	176,459	-23%	175,955	0%
	<b>TOTAL ADMINISTRATION BUDGET</b>	453,236	475,801	5%	440,874	-7%	437,199	-1%

(1) based on prior years average and current years actual

**DEPARTMENT: PUBLIC WORKS OPERATIONS**

**DIRECTOR: THOMAS CLARK**

<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>	
<b>Personnel</b>									
0143813130	Wages - Bargaining Unit	1,027,719	1,007,999	-2%	1,079,464	7%	1,025,196	-5%	
0143813183	Wages - Overtime	37,539	58,891	57%	22,000	-63%	30,000	36%	(1)
0143814145	Wages - Temp/Part-time	115,879	145,384	25%	101,000	-31%	137,500	36%	(1)
0143815152	Dental Insurance	2,861	12,580	340%	7,000	-44%	7,200	3%	
0143815154	Disability Insurance-Non-Job Related	4,833	4,996	3%	5,358	7%	5,212	-3%	
0143815156	Health & Hospitalization Insurance/Vision	326,442	186,057	-43%	262,120	41%	246,645	-6%	
0143815157	Drug Insurance	49,755	46,299	-7%	65,530	42%	61,660	-6%	
0143815158	Life Insurance	2,517	2,626	4%	2,615	0%	2,604	0%	
0143816161	FICA	89,627	93,826	5%	92,000	-2%	91,241	-1%	
0143816162	Unemployment Compensation Insurance	12,607	13,112	4%	11,160	-15%	5,700	-49%	
0143816163	Workers Compensation Insurance	45,222	39,790	-12%	38,650	-3%	40,725	5%	
0143819191	Uniform Maintenance	13,316	9,614	-28%	10,100	5%	10,100	0%	
0143819193	Uniform Purchase	5,238	6,605	26%	5,000	-24%	5,600	12%	(1)
<i>Sub-total Personnel Services</i>		1,733,555	1,627,779	-6%	1,701,997	5%	1,669,383	-2%	
<b>Supplies</b>									
0143724240	Miscellaneous Operating Supplies	157	186	18%	100	-46%	100	0%	
0143726260	Small Tools & Minor Equipment	10,147	7,015	-31%	9,000	28%	9,500	6%	(1)
0143822221	Grounds Maintenance Supplies	6,480	10,754	66%	7,700	-28%	10,500	36%	(3)
0143822222	Chemicals	6,416	5,285	-18%	5,100	-4%	6,500	27%	(3)
0143822223	Planting Materials	1,445	611	-58%	1,125	84%	1,300	16%	(3)
0143822229	Food For Overtime Duty	567	743	31%	510	-31%	550	8%	(1)
0143823231	Vehicle & Equipment Fuel/Gas,Diesel,Propane	95,596	114,323	20%	96,500	-16%	90,000	-7%	(1)
0143823235	Lubricants	0	0	0%	120	n/a	120	0%	
0143824240	Miscellaneous Operating Supplies (street)	10,308	16,106	56%	5,600	-65%	11,200	100%	(1)
0143824241	Vehicle/Parts Overhead	10,686	10,758	1%	9,000	-16%	10,300	14%	(1)
0143824245	Roadway Maintenance Materials	0	139,317	n/a	0	-100%	0	0%	
0143824247	Alley Maintenance Materials	5,112	4,127	-19%	4,100	-1%	4,100	0%	
0143824248	Street Maintenance & Supplies	1,851	4,087	121%	3,200	-22%	3,200	0%	
0143825251	Vehicle & Equipment Repair Parts	96,935	111,110	15%	62,000	-44%	75,000	21%	(4)
0143847470	Sinkhole Repairs/Contracted Services	4,008	392	-90%	3,600	818%	2,000	-44%	
<i>Sub-total Supplies</i>		249,708	424,814	70%	207,655	-51%	224,370	8%	

(1) based on prior years average and current years actual

(3) Grounds Maintenance, Chemicals, and Planting Materials all show an increase resulting from maintenance on Chocolate Towne Square and square medials

(4) Vehicle and Equipment Repair Parts and Equipment Maintenance Service both show an increase resulting from an aging fleet



**DEPARTMENT: PUBLIC WORKS OPERATIONS**

**DIRECTOR: THOMAS CLARK**

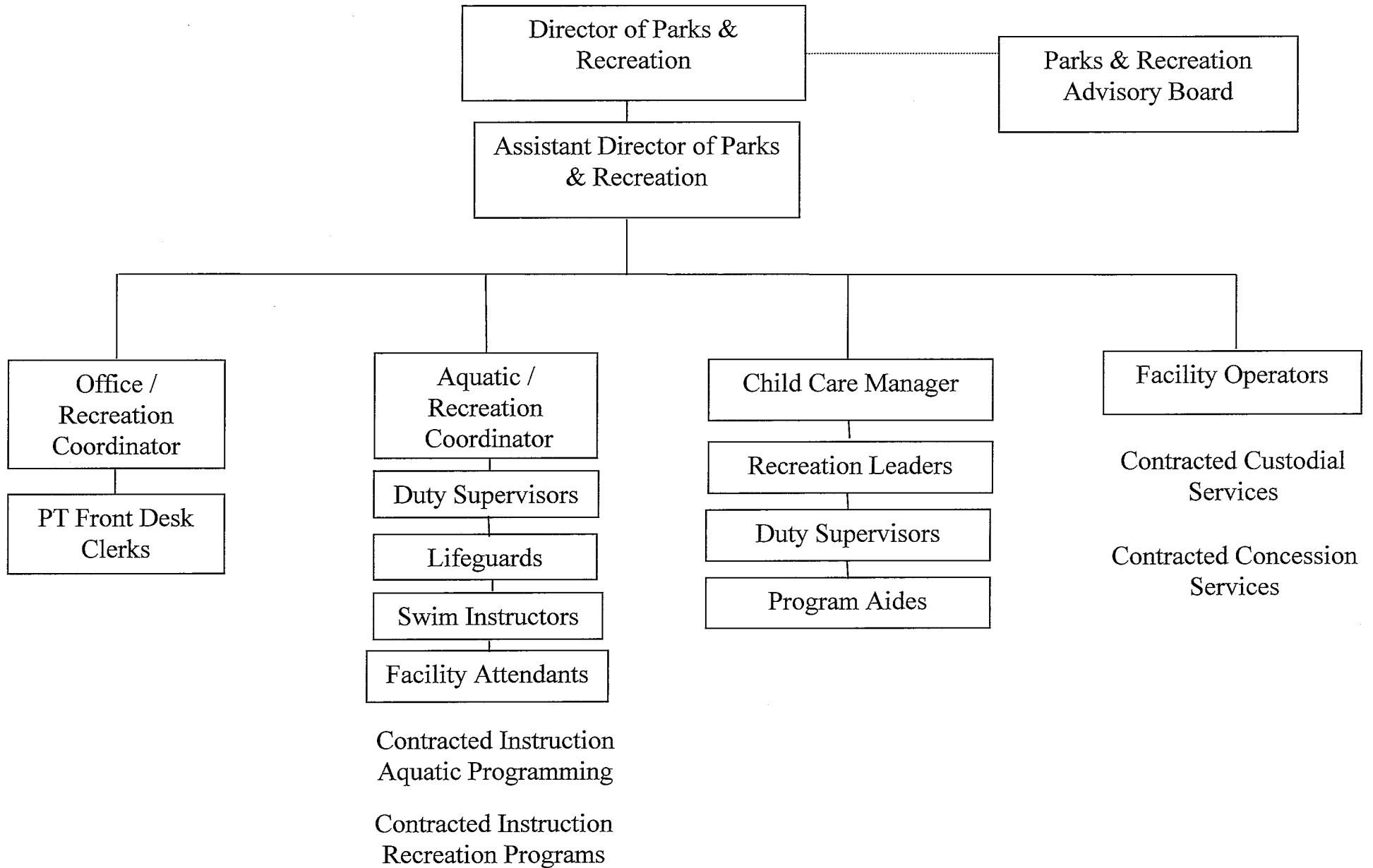
Expenditures		2013 Actual	2014 Actual	% Change	2015 Budget	% Change	2016 Budget	% Change
<b>Services &amp; Other Charges</b>								
0143332321	Traffic Signal - Phone Modems	1,429	1,200	-16%	1,568	31%	1,568	0%
0143336361	Traffic Signal - Electricity	18,010	17,771	-1%	18,500	4%	17,500	-5%
0143337374	Traffic Signal Maintenance	37,679	35,728	-5%	26,000	-27%	31,800	22%
0143337375	Traffic Signal Equipment Maintenance Contracts	4,372	5,553	27%	4,000	-28%	6,552	64%
0143737374	Equipment Maintenance Service	22,242	14,331	-36%	12,000	-16%	15,000	25%
0143738384	Machinery & Equipment Rental	9,952	4,043	-59%	2,000	-51%	3,000	50%
0143744440	Laundry & Other Sanitation Services	2,015	2,230	11%	2,375	7%	2,400	1%
0143835355	Property Insurance/Constr. Equip.Floater	20,364	22,467	10%	20,364	-9%	22,000	8%
0143837372	Street Maintenance Service	0	1,895	n/a	0	-100%	0	0%
0143845450	Other Miscellaneous Contracted Services	15,855	21,639	36%	11,100	-49%	11,100	0%
0143937200	Rt 743 Project	110	0	-100%	500	n/a	500	0%
	<i>Sub-total Services &amp; Other Charges</i>	132,028	126,857	-4%	98,407	-22%	111,420	13%
	<b>TOTAL OPERATIONS BUDGET</b>	2,115,291	2,179,450	3%	2,008,059	-8%	2,005,173	0%
	<b>TOTAL DEPARTMENT BUDGET</b>	2,568,527	2,655,251	3%	2,448,933	-8%	2,442,372	0%

(1) based on prior years average and current years actual

(4) Vehicle and Equipment Repair Parts and Equipment Maintenance Service both show an increase resulting from an aging fleet

(5) Traffic Signal Maintenance Contract reflects an increase in the new 3 year contract

# Department of Parks and Recreation



**2016 PARKS & RECREATION BUDGET NARRATIVE**

The Department of Parks and Recreation is proud to present the 2016 Operating Budget. The budget plan presented within this section represents the funding required to operate the programs and facilities that our residents utilize and enjoy throughout the year. This year represents the beginning of a transition in the facilities and planning for the future of recreational services within our community. You will notice a change in the Granada Avenue Gym and Fitness Center of the budget as this facility will no longer be operated in the current joint use management arrangement with the school district. This transition away from this facility provides an opportunity to begin the planning of offering all services under one roof and to maximize varying relationships within the community to create a true community center. This and many other transitional features are included within this budget. As we look to another exciting year of community recreation, we are reminded of the continued challenge placed in front of us to maintain and provide all of these facilities and services while keeping our eye on the bright future of recreation in Derry Township.

In keeping with our conservative philosophy of the budgeting process, the projections for both revenues and expenditures are based on a very basic principle. Strive to meet the recreational demands of our community while understanding the core responsibilities of local government. This very simple philosophy has served the department well over the years and reflects our understanding of responsibly allocating tax dollars while still holding recreational services as a high priority. As with all departments, some of the costs within the budget are fixed operational costs. Others that can be adjusted have been scrutinized and reflect the cost to provide the service. Funding has also been included for several maintenance and equipment items at the Recreation Center and within our park system in order to maintain their operational infrastructure.

With the submission of this budget plan, we will be able to maintain our programs and facilities and provide the quality that our residents demand. In addition, funding has also been requested that will allow our process of future planning to progress towards a new community center. Our department continues to look for ways to maximize resources and research the most cost effective ways to do business. Our staff continues to go above and beyond in taking on responsibilities and their commitment to our community is second to none.

In conclusion, with the submission of this budget, we are proud to once again say with confidence that the fiscal commitment to Parks and Recreation within Derry Township continues to provide a most important and constant quality of life service to its citizenry. In planning for the future, we continue to evaluate our current offerings and look ahead to meet future recreational needs. As we enter this year, it continues to be extremely important to keep pace with the demands on our recreational facilities. Maintenance and development of these areas will continue to be an important aspect of serving the needs of our residents in the upcoming years. We are thankful for your support, assistance, and input as we continue our goal of sustaining quality recreational services and facilities with the highest awareness of fiscal responsibility.

**DEPARTMENT: PARKS & RECREATION**

**DIRECTOR: MATTHEW MANDIA**

<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>	
<b>Personnel</b>									
0145312122	Wages - Exempt	148,122	152,422	3%	156,375	3%	202,400	29%	(1)
0145313130	Wages - B.U.	354,638	372,412	5%	355,200	-5%	380,100	7%	(2)
0145314145	Wages- Seasonal	76,507	87,308	14%	87,000	0%	89,393	3%	
0145315152	Dental Insurance	3,175	3,663	15%	3,250	-11%	4,500	38%	(3)
0145315154	Disability Ins. -Non-Job Related	1,856	1,872	1%	1,900	1%	1,950	3%	
0145315156	Health & Hospitalization Insurance	204,966	55,674	-73%	102,209	84%	88,450	-13%	
0145315157	Drug Insurance	10,714	13,921	30%	25,552	84%	22,112	-13%	
0145315158	Life Insurance	794	831	5%	900	8%	864	-4%	
0145316161	FICA	44,233	46,508	5%	45,800	-2%	50,525	10%	(4)
0145316162	Unemployment Compensation Insurance	13,706	13,363	-3%	13,921	4%	6,706	-52%	
0145316163	Workers Compensation Insurance	16,135	14,862	-8%	14,450	-3%	14,800	2%	
0145319193	Uniform Purchase	2,109	2,030	-4%	2,000	-1%	2,050	3%	
	<i>Sub-Total Personnel Services</i>	<b>876,955</b>	<b>764,866</b>	<b>-13%</b>	<b>808,557</b>	<b>6%</b>	<b>863,850</b>	<b>7%</b>	
<b>Recreation Center O&amp;M</b>									
0145321210	Office Supplies	5,913	4,649	-21%	5,000	8%	5,000	0%	
0145322224	First Aid Supplies	220	456	107%	300	-34%	300	0%	
0145323231	Vehicle Fuel - Gasoline	732	783	7%	750	-4%	750	0%	
0145324240	Other Plaza O&M Supplies	7,277	7,067	-3%	9,000	27%	9,000	0%	
0145325251	Vehicle Maintenance Parts	2,433	4,741	95%	2,400	-49%	2,500	4%	
0145325252	Equipment Maintenance Parts	9,931	7,793	-22%	7,000	-10%	6,000	-14%	
0145326260	Small Tools & Minor Equipment	2,443	4,510	85%	4,100	-9%	3,700	-10%	
0145331400	Legal Fees	900	1,236	37%	1,000	-19%	1,000	0%	
0145332321	Telephone-Service/Long Distance	9,039	9,356	4%	9,150	-2%	9,250	1%	
0145332325	Postage	1,589	1,661	5%	2,000	20%	2,000	0%	

- (1) Transition of Granada Manager Position to P&R Budget
- (2) additional part time staff to operate concession stand
- (3) anticipated cost
- (4) based on total wages

<b>DEPARTMENT: PARKS &amp; RECREATION</b>					<b>DIRECTOR: MATTHEW MANDIA</b>			
<b>Recreation Center O&amp;M</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
0145333331	Travel Expenses	0	57	n/a	100	75%	100	0%
0145333334	Freight & Express Charges	111	574	417%	250	-56%	250	0%
0145334341	Advertising	1,617	3,843	138%	3,800	-1%	4,200	11%
0145335100	Vehicle Insurance	1,291	1,485	15%	1,500	1%	1,500	0%
0145335351	Property Insurance-Plaza Building/Pool	13,052	13,624	4%	13,360	-2%	13,400	0%
0145336361	Electricity	55,447	52,486	-5%	56,000	7%	52,000	-7%
0145336362	Natural Gas	29,615	36,971	25%	33,000	-11%	32,000	-3%
0145336364	Sewer	10,555	10,370	-2%	10,000	-4%	10,300	3%
0145336365	Solid Waste Disposal	136	0	-100%	0	0%	0	0%
0145336366	Water	22,777	22,722	0%	23,000	1%	23,000	0%
0145337373	Building Maintenance Service-Hired Out	2,540	3,417	35%	3,280	-4%	3,000	-9%
0145337374	Equipment Maintenance Service	40,571	37,478	-8%	40,000	7%	40,000	0%
0145342420	Dues & Subscriptions	261	81	-69%	200	147%	200	0%
0145345450	Other Contracted Services	23,858	22,274	-7%	33,000	48%	46,000	39%
0145345451	Custodial Services Contract	17,250	17,250	0%	17,250	0%	17,250	0%
0145346460	Meetings, Conferences & Training	739	720	-3%	500	-31%	800	60%
	<i>Sub - Total Recreation Center O &amp; M</i>	260,297	265,604	2%	275,940	4%	283,500	3%
	<b>Recreation Programming</b>							
0145024247	Recreation Program Supplies	11,739	10,810	-8%	11,500	6%	11,500	0%
0145045450	Miscellaneous Contracted Services	42,309	35,300	-17%	50,000	42%	43,000	-14%
	<i>Sub-Total Recreation Programming</i>	54,048	46,110	-15%	61,500	33%	54,500	-11%

(3) anticipated cost

(5) Additional marketing of programs and services

(6) Consulting services for recreation center project

**DEPARTMENT: PARKS & RECREATION****DIRECTOR: MATTHEW MANDIA**

		2013 Actual	2014 Actual	%Change	2015 Budget	% Change	2016 Budget	% Change	
	<b>Aquatics Programming</b>								
0145124247	Aquatics Program Supplies	8,338	8,018	-4%	8,200	2%	9,200	12%	(7)
0145131318	Pool Water Testing	2,600	2,680	3%	2,660	-1%	2,700	2%	
0145132222	Pool Chemicals	20,792	19,738	-5%	21,500	9%	21,500	0%	
0145145450	Miscellaneous Contracted Services	9,654	9,205	-5%	9,800	6%	9,800	0%	
	<i>Sub-Total Aquatic Programming</i>	41,384	39,641	-4%	42,160	6%	43,200	2%	
	<b>Parks O &amp; M</b>								
0145422221	Grounds Maint. Supplies-No Chemicals	17,711	22,260	26%	20,600	-7%	22,500	9%	(8)
0145422222	Grounds Maintenance Chemicals	19,696	16,239	-18%	19,000	17%	16,500	-13%	
0145424240	Other Parks Maintenance Supplies	13,616	20,426	50%	18,000	-12%	20,000	11%	(8)
0145424248	Tree Vitalize Program	12,345	4,854	-61%	0	-100%	0	0%	
0145436361	Electricity	6,014	5,567	-7%	6,400	15%	6,000	-6%	
0145436364	Sewer	657	768	17%	700	-9%	750	7%	(3)
0145436365	Solid Waste	0	0	0%	0	0%	0	0%	
0145436366	Water	3,852	4,186	9%	4,300	3%	4,300	0%	
0145437373	Building Maintenance Service-Hired Out	1,756	360	-79%	2,800	678%	2,800	0%	
0145437374	Equipment Maintenance	773	740	-4%	700	-5%	750	7%	(3)
0145438382	Portable Toilet Rental	3,190	4,448	39%	4,500	1%	4,800	7%	(3)
	<i>Sub-Total Parks O&amp;M</i>	79,610	79,848	0%	77,000	-4%	78,400	2%	
	<b>Parks &amp; Rec Concessions</b>								
0145221215	Merchandise for Resale	517	658	27%	650	-1%	9,650	1385%	(9)
0145243430	Sales Tax Remittance	63	52	-17%	80	54%	50	-38%	
	<i>Sub-Total Parks &amp; Rec Concessions</i>	580	710	22%	730	3%	9,700	1229%	

(3) anticipated cost

(7) Purchase of new rescue backboards

(8) Costs for Chocolatetown Park and other park facility upgrades

(9) food inventory for concession stand

<b>DEPARTMENT: PARKS &amp; RECREATION</b>				<b>DIRECTOR: MATTHEW MANDIA</b>				
<b>Child Care Programs</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Personnel</b>								
0145912122	Wages- Exempt	51,260	52,409	2%	54,025	3%	55,631	3%
0145913130	Wages - Bargaining Unit	101,586	106,821	5%	101,100	-5%	103,800	3%
0145914145	Wages- Seasonal	110,096	94,695	-14%	111,000	17%	102,600	-8%
0145915152	Dental Insurance	2,036	1,968	-3%	1,800	-9%	2,000	11%
0145915156	Health & Hospitalization Insurance	32,227	11,382	-65%	14,835	30%	15,309	3%
0145915157	Drug Insurance	5,032	2,830	-44%	3,709	31%	3,827	3%
0145915158	Life Insurance	143	144	1%	143	-1%	144	1%
0145916161	FICA	20,067	19,389	-3%	19,800	2%	15,790	-20%
0145916162	Unemployment Compensation Insurance	10,348	8,674	-16%	9,280	7%	4,323	-53%
0145916163	Workers Compensation Insurance	9,664	8,276	-14%	8,600	4%	8,600	0%
0145919193	Uniform Purchase	2,194	4,035	84%	2,200	-45%	2,300	5%
<i>Sub-Total Personnel Services</i>		344,653	310,623	-10%	326,492	5%	314,324	-4%
<b>Supplies</b>								
0145922229	Food (lunches, snacks, etc)	8,174	8,178	0%	9,500	16%	10,500	11%
0145927271	School Age/Hershey Elementary	529	376	-29%	600	60%	600	0%
0145927275	Summer Day Camp	8,616	7,068	-18%	9,000	27%	9,000	0%
0145932321	Telephone-Service/Equipment Charges	1,231	1,218	-1%	1,300	7%	1,300	0%
0145938384	Equipment & Vehicle Rental/Lease	2,470	3,060	24%	2,800	-8%	3,000	7%
0145942420	Dues & Subscriptions / Training	124	45	-64%	100	122%	100	0%
0145945450	Miscellaneous Contracted Services	162	75	-54%	400	433%	400	0%
0145946460	Meetings, Conferences & Training	87	435	400%	150	-66%	150	0%
<i>Sub-Total Child Care Supplies</i>		21,393	20,455	-4%	23,850	17%	25,050	5%
<i>Sub-Total Child Care Programs</i>		366,046	331,078	-10%	350,342	6%	339,374	-3%
<b>TOTAL DEPARTMENT BUDGET</b>		<b>1,678,920</b>	<b>1,527,857</b>	<b>-9%</b>	<b>1,616,229</b>	<b>6%</b>	<b>1,672,524</b>	<b>3%</b>

(3) anticipated cost

(10) food cost escalation

(11) field trip transportation cost history

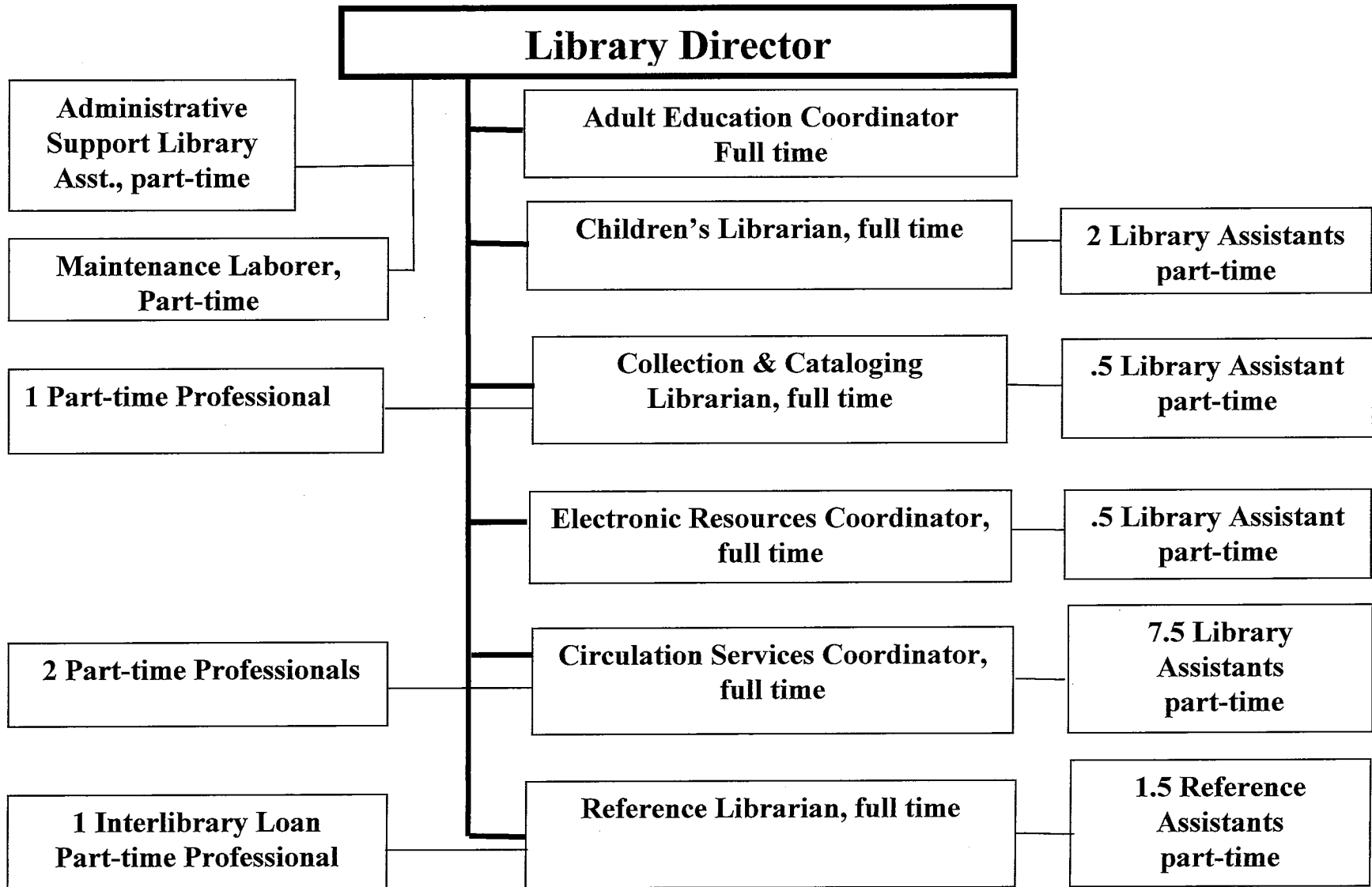
**DEPARTMENT: PARKS & RECREATION**

**DIRECTOR: MATTHEW MANDIA**

<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Personnel</b>								
0145512122	Wages - Exempt	42,907	42,079	-2%	45,215	7%	0	-100%
0145513130	Wages - B.U.	111,752	119,121	7%	104,665	-12%	0	-100%
0145515152	Dental Insurance	907	973	7%	800	-18%	0	-100%
0145515154	Disability Ins. -Non-Job Related	210	197	-6%	225	14%	0	-100%
0145515156	Health & Hospitalization Insurance	5,817	11,275	94%	14,835	32%	0	-100%
0145515157	Drug Insurance	423	2,829	569%	3,709	31%	0	-100%
0145515158	Life Insurance	122	115	-6%	130	13%	0	-100%
0145516161	FICA	11,704	12,849	10%	11,465	-11%	0	-100%
0145516162	Unemployment Compensation Insurance	3,692	3,285	-11%	3,005	-9%	0	-100%
0145516163	Workers Compensation Insurance	3,985	3,667	-8%	3,625	-1%	0	-100%
	<i>Sub-Total Personnel Services</i>	181,519	196,390	8%	187,674	-4%	0	-100%
<b>Gymnasium O&amp;M</b>								
0145521210	Office Supplies	2,547	2,093	-18%	2,000	-4%	0	-100%
0145522224	First Aid Supplies	0	23	n/a	50	117%	0	-100%
0145532321	Telephone-Service/Security/Fire	2,910	2,268	-22%	2,950	30%	0	-100%
0145532325	Postage	47	42	-11%	50	19%	0	-100%
0145534341	Advertising	578	360	-38%	600	67%	0	-100%
0145536361	Electricity	21,482	22,832	6%	21,000	-8%	0	-100%
0145536362	Natural Gas	14,585	18,742	29%	13,300	-29%	0	-100%
0145536364	Sewer	953	882	-7%	1,000	13%	0	-100%
0145536366	Water	4,281	4,264	0%	4,280	0%	0	-100%
0145537300	Building Maintenance Contracts	8,495	3,898	-54%	5,800	49%	0	-100%
0145546460	Meetings, Conferences & Training	35	45	29%	0	-100%	0	n/a
	<i>Sub - Total Gymnasium O &amp; M</i>	55,913	55,449	-1%	51,030	-8%	0	-100%
<b>Recreation Programming</b>								
0145524247	Recreation Program Supplies	1,826	1,597	-13%	1,800	13%	0	-100%
0145545450	Miscellaneous Contracted Services	31,624	20,389	-36%	25,000	23%	0	-100%
	<i>Sub-Total Recreation Programming</i>	33,450	21,986	-34%	26,800	22%	0	-100%
<b>TOTAL GRANADA AVENUE GYMNASIUM</b>		270,882	273,825	1%	265,504	-3%	0	-100%



# HERSHEY PUBLIC LIBRARY



**2016 HERSHEY PUBLIC LIBRARY BUDGET NARRATIVE****Hershey Public Library Mission Statement.**

“The Hershey Public Library is a community center focusing on open access to materials, programs, information and services that fulfill the community’s educational and enrichment needs. The Library actively promotes and supports reading, literacy, information technology, multicultural resources and services, and lifelong learning. “

Throughout the years, the Hershey Public Library has served the local community based on its needs and expectations, as stated in our mission statement. Early in 2015, The Derry Township Library Board of Directors and library staff prioritized the goals of the 2015-2017 HPL Strategic Plan. Much of what follows here, in the 2016 budget, is based on those priorities. While focusing on the prime objective of providing the best service and resources to the community, the library presents its 2016 budget proposal.

A major concern for the upcoming year is to improve and repair areas of the library that are showing the wear and tear of 18 years of use. A significant amount of funding has been shifted from utilities, where it is not needed, to those budget lines where it is most needed, especially building improvements. In our effort to welcome more local citizens, new handicapped parking spaces will be constructed in 2016, near the front entry doors, to accommodate our disabled visitors. The Derry Township Public Works Department will be assisting in completing this goal designated in the HPL Strategic Plan.

In 2016, purchasing accounts for adult, children’s and YA will include E-books, resulting in notable increases for this format. While Hershey Public Library maintains a strong “book-in-hand” clientele, trends indicate a need to increase the availability of E-books and other resources suitable to personal computer devices.

The library’s commitment to literacy comes in many forms. Now that there is a full-time Education Coordinator on staff, that person is not only providing classes and events for the public, but also to the staff. This work will be supported by funds designated for staff workshops conferences and trainings, as well as advertising/marketing. In 2016 the resources for public relations will be used to promote the library’s brand and educational opportunities more widely in the community.

An important note of recognition during budget season is the continued support of Friends of the Library and the Hershey Library Endowment Trust who supplement the Township’s investment in the Hershey Public Library. Through Friends, the library is able to provide an extensive array of adult, teen and children’s classes and activities. In addition, the Endowment Trust has agreed to fund a major initiative to begin in 2015 and be completed in 2016. The library will be converting to a Radio Frequency ID system on all items. This will simplify check-out and check-in operations improve cataloguing processes and item searches, increase security, and provide an accurate inventory tool.

**Capital Requests:**

The HVAC control system installed in 2014 appears to be paying off, as noted earlier. In 2016, we will make the final payments for the control system in the amount of \$37,820.

Other Capital Requests are based on quotes from our regular service companies and the necessity to be pro-active regarding equipment, including:

1. Upgrade the humidity control system. (This was not done in 2015, due to a more pressing need)
2. Purchase of batteries for the library's Uninterruptable Power System
3. The replacement of a compressor for the air conditioning system

The proposed general operating budget for the Hershey Public Library in 2016, amounts to an increase of only 1% over last year's request.

Thank you for your consideration of the library's 2016 budget proposal. Just as it was over 100 years ago, when the local community came together to create an exceptional institution to serve its educational and enrichment needs, your support now will continue that endeavor.

**DEPARTMENT: LIBRARY**

**DIRECTOR: BARBARA S. ELLIS**

<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>	
<b>Personnel</b>									
0145612122	Wages - Exempt (full-time)	320,206	328,357	3%	366,600	12%	397,822	9%	(1)
0145614145	Wages - Bargaining Unit (part-time)	313,183	318,212	2%	298,700	-6%	269,604	-10%	
0145615152	Dental Insurance	2,449	5,592	128%	2,500	-55%	3,600	44%	(1)
0145615154	Disability Insurance	1,571	1,614	3%	1,820	13%	1,975	9%	(1)
0145615156	Health and Hospitalization	84,169	56,141	-33%	91,902	64%	81,646	-11%	
0145615157	Drug Insurance	27,734	13,894	-50%	22,975	65%	20,412	-11%	
0145615158	Life Insurance	810	826	2%	974	18%	1,002	3%	
0145616161	FICA	48,284	48,925	1%	50,900	4%	51,058	0%	
0145616162	Unemployment Compensation	10,557	9,247	-12%	9,000	-3%	4,560	-49%	
0145616163	Workers Compensation	1,896	1,768	-7%	2,625	48%	1,850	-30%	
	<i>Sub-total Personnel</i>	<b>810,859</b>	<b>784,576</b>	<b>-3%</b>	<b>847,996</b>	<b>8%</b>	<b>833,529</b>	<b>-2%</b>	
<b>Loan Materials</b>									
0145623231	Collection Maintenance Supplies	7,050	7,446	6%	7,200	-3%	7,200	0%	
0145623233	Books - Adult	26,540	26,629	0%	26,200	-2%	30,000	15%	(2)
0145623234	Books - Children	16,737	13,501	-19%	15,200	13%	17,000	12%	(2)
0145623235	Periodicals	10,057	10,526	5%	11,500	9%	12,500	9%	(2)
0145623236	Video Materials	4,498	4,183	-7%	5,500	31%	7,000	27%	(2)
0145623237	Other Collection Materials	2,997	1,044	-65%	2,400	130%	2,400	0%	
0145623238	Audio Materials - Spoken (Adult)	4,815	5,551	15%	7,000	26%	7,000	0%	
0145623239	Audio (Music) Adult	1,719	1,456	-15%	2,000	37%	2,000	0%	
0145624241	Reference-Adult	4,711	3,430	-27%	13,200	285%	8,000	-39%	
0145624243	Reference-Electronic Resources	9,624	14,011	46%	16,000	14%	17,000	6%	(3)
0145624244	Audio Materials - Music (Children)	0	179	n/a	200	12%	200	0%	
0145624245	Audio Materials - Spoken (Children)	953	1,465	54%	2,000	37%	2,000	0%	
0145624246	Large Print Books - Adult	7,988	6,719	-16%	7,000	4%	8,000	14%	(4)
0145624247	Donation Expenses	19,617	9,413	-52%	15,000	59%	15,000	0%	
0145624250	Replacement Items - Children	717	888	24%	1,580	78%	1,600	1%	
0145624251	Replacement Items - Adult	4,971	3,011	-39%	5,000	66%	5,000	0%	
0145624252	Young Adult	5,338	6,148	15%	6,300	2%	6,300	0%	
0145624253	Reference - Children	2,644	194	-93%	2,800	1343%	2,000	-29%	
0145634343	Binding	0	849	n/a	800	-6%	900	13%	(5)
	<i>Sub-total loan materials</i>	<b>130,976</b>	<b>116,643</b>	<b>-11%</b>	<b>146,880</b>	<b>26%</b>	<b>151,100</b>	<b>3%</b>	

- (1) amounts as recommended by Finance Manager based on expected staff increases
- (2) increases based on adding Electronic books and periodicals, as well as expanding the DVD collection
- (3) having reduced the previous line to \$8,000 for Reference Books, this increase reflects the expected addition of more database resources to the collection that can be accessed by Internet
- (4) this is an increase based on demand for Large Print items
- (5) bindery expenditures are going up in the coming year

K-4

<b>DEPARTMENT: LIBRARY</b>		<b>DIRECTOR: BARBARA S. ELLIS</b>						
<b>Expenditures: Supplies &amp; Services</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
0145621210	Office Supplies	4,471	3,412	-24%	3,000	-12%	3,000	0%
0145624248	Programming Supplies	808	433	-46%	600	39%	600	0%
0145631317	ILL Service	4,967	3,968	-20%	5,000	26%	5,000	0%
0145631318	OCLC	5,597	5,924	6%	6,000	1%	6,000	0%
0145631400	Legal Services	0	0	0%	300	n/a	300	0%
0145632321	Telephone-Local & Long Distance	4,956	7,579	53%	4,000	-47%	6,000	50%
0145632325	Postage	1,931	2,003	4%	2,200	10%	2,200	0%
0145633331	Travel Expenses	1,087	1,193	10%	750	-37%	1,100	47%
0145634341	Advertising	0	200	n/a	200	0%	200	0%
0145625231	Vehicle Fuel and Parts	660	437	-34%	500	14%	500	0%
0145634342	Printing	961	248	-74%	500	102%	500	0%
0145637376	Software & Electronic Subscriptions	3,131	3,994	28%	6,200	55%	4,500	-27%
0145637377	Computer Service Contracts	15,927	16,699	5%	22,500	35%	22,000	-2%
0145642420	Dues, Subscriptions and Memberships	1,053	1,921	82%	1,800	-6%	1,800	0%
0145643430	Sales Tax Remittance	348	405	16%	285	-30%	285	0%
0145645450	Misc. Supplies & Services	2,134	1,913	-10%	1,600	-16%	2,000	25%
0145645455	Strategic Plan Expenses	59	430	629%	2,000	365%	1,000	-50%
0145646460	Meetings, Conferences, Training	673	1,995	196%	2,400	20%	3,000	25%
	<i>Sub-total Supplies &amp; Services</i>	48,763	52,754	8%	59,835	13%	59,985	0%
	<i>Sub-total Supplies, Materials, Services</i>	179,739	169,397	-6%	206,715	22%	211,085	2%

(6) As of June 30, 2016 Erate will no longer provide refunds for Telephone Service. This figure must therefore increase accordingly.

(7) as part of our Strategic Plan, added travel for staff trainings is being planned

(8) anticipated price increases for items purchased

(9) based on Strategic Plan goal for increasing training opportunities in house and away

<b>DEPARTMENT: LIBRARY</b>		<b>DIRECTOR: BARBARA S. ELLIS</b>						
<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Building O &amp; M</b>								
0145622226	Custodial Supplies	755	296	-61%	500	69%	500	0%
0145625252	Equipment Parts & Supplies	1,621	480	-70%	1,000	108%	800	-20%
0145625253	Building Parts & Supplies	2,491	3,565	43%	2,200	-38%	4,000	82%
0145626260	Computer Equipment and Accessories	6,363	2,495	-61%	4,000	60%	3,500	-13%
0145635351	Property Insurance-Contents	9,463	9,982	5%	10,600	6%	10,400	-2%
0145636361	Electricity	63,988	39,792	-38%	60,000	51%	40,000	-33%
0145636363	Gas	6,072	5,387	-11%	5,800	8%	6,000	3%
0145636364	Sewer	937	991	6%	960	-3%	1,000	4%
0145636365	Solid Waste Disposal	0	0	0%	0	0%	0	0%
0145636366	Water	5,502	5,847	6%	5,400	-8%	5,800	7%
0145637374	Equipment Maintenance & Repair Service	2,062	5,034	144%	5,000	-1%	5,000	0%
0145637375	Building & Equipment Contracts	40,975	24,346	-41%	35,000	44%	30,000	-14%
0145637378	Building - Maintenance & Repair Service	12,612	11,034	-13%	10,000	-9%	17,000	70%
0145637379	Landscaping & Supplies	794	396	-50%	1,000	153%	800	-20%
0145645451	Contracted Program Services	100	0	-100%	0	0%	0	0%
0145645452	Custodial Services	17,274	17,250	0%	17,250	0%	17,250	0%
<i>Subtotal O &amp; M</i>		171,009	126,895	-26%	158,710	25%	142,050	-10%
<b>TOTAL DEPARTMENT BUDGET</b>		<b>1,161,607</b>	<b>1,080,868</b>	<b>-7%</b>	<b>1,213,421</b>	<b>12%</b>	<b>1,186,664</b>	<b>-2%</b>

(10) anticipated replacement for building improvements and supplies for lighting, plumbing, etc.

(11) based on prior years actual

(12) Anticipated need for building upgrades and repairs. This is a shift in monies budgeted in previous years to Electricity.

**MISC. NON-DEPARTMENT ACTIVITIES**

		2013 Actual	2014 Actual	% Change	2015 Budget	% Change	2016 Budget	% Change	
<b>Expenditures:</b>									
0141254000	Emergency Medical Service Support	130,000	130,000	0%	130,000	0%	130,000	0%	
0148143430	PCORF (Health Plan Form 720 fee)	280	417	49%	900	116%	14,500	1511%	(1)
0148616000	Pension Enrollment Fee (new employees)	100	120	20%	100	-17%	100	0%	
0148632329	Internet Usage	13,273	4,256	-68%	1,600	-62%	4,500	181%	(1)
0148635350	Comprehensive General Liability/Cyber Insurance	47,099	33,007	-30%	32,450	-2%	35,000	8%	(2)
0148635352	Errors & Omissions	27,686	26,090	-6%	26,200	0%	26,100	0%	
0148635353	Blanket Employee Honesty Bond	248	250	1%	250	0%	250	0%	
0148635359	COBRA Health Insurance Expenses	62,953	6,690	-89%	5,000	-25%	0	-100%	
0148635362	Volunteer Accident Insurance	1,350	1,350	0%	1,350	0%	1,350	0%	
0148635365	Excess Liability	25,538	24,782	-3%	25,000	1%	25,000	0%	
0148722239	Fitness Center (employee)	2,618	1,848	-29%	2,200	19%	2,200	0%	
0148932000	Telephone/Computer Contracted Services	48,841	44,429	-9%	35,000	-21%	55,000	57%	(1)
<b>TOTAL DEPARTMENT BUDGET</b>		<b>359,986</b>	<b>273,239</b>	<b>-24%</b>	<b>260,050</b>	<b>-5%</b>	<b>294,000</b>	<b>13%</b>	

(1) based on prior years actual

(2) per information provided by insurance carrier

<b>NON-DEPARTMENTAL ACTIVITIES</b>								
<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Fund Transfer</b>								
0149285850	To Street Light Fund	117,448	101,479	-14%	104,000	2%	95,300	-8%
0149286860	To Liquid Fuels Fund	11,719	0	-100%	0	0%	0	0%
0149287870	To Police Pension Fund	969,383	1,003,748	4%	1,111,782	11%	959,589	-14%
0149290900	To Non-Uniform Pension Fund	241,212	248,373	3%	334,843	35%	360,680	8%
0149290910	To Capital Project Fund	810,000	900,000	11%	900,000	0%	1,000,000	11%
<b>TOTAL EXPENDITURES</b>		<b>2,149,762</b>	<b>2,253,600</b>	<b>5%</b>	<b>2,450,625</b>	<b>9%</b>	<b>2,415,569</b>	<b>-1%</b>



<b>FUND: STREET LIGHTING</b>								
		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Revenues:</b>								
0238381217	Front Foot Assessments	232,617	238,349	2%	255,000	7%	255,000	0%
0238381218	Choc. Ave. Light Assessment	8,146	9,699	19%	9,000	-7%	9,700	8%
0239085230	Transfer From General Fund	117,448	101,479	-14%	104,000	2%	95,300	-8%
<b>TOTAL REVENUE</b>		<b>358,211</b>	<b>349,527</b>	<b>-2%</b>	<b>368,000</b>	<b>5%</b>	<b>360,000</b>	<b>-2%</b>
<b>Expenditures:</b>								
0243436361	Electricity- Intersection Lighting	79,538	80,376	1%	83,000	3%	80,000	-4%
0243436362	Electricity-Street Lights	279,590	278,251	0%	285,000	2%	280,000	-2%
0243492921	Assessment Refunds	141	0	0%	0	0%	0	0%
<b>TOTAL EXPENDITURES</b>		<b>359,269</b>	<b>358,627</b>	<b>0%</b>	<b>368,000</b>	<b>3%</b>	<b>360,000</b>	<b>-2%</b>

**FUND: RECYCLING****DIRECTOR: THOMAS CLARK**

<b>Revenue:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
0834000000	Interest Earnings	455	263	-42%	500	90%	300	-40%
0835008000	Recycling State Grants	119,414	210,323	76%	215,000	2%	215,000	0%
0836030000	Recycling Drop Off Fees	24,879	25,799	4%	27,000	5%	27,000	0%
0836031000	Sale of Solid Waste Tags	33,748	35,400	5%	30,000	-15%	35,500	18%
0836032000	Sale of Recyclable Materials	6,626	6,864	4%	7,200	5%	7,200	0%
0836033000	Administration Fee Charge	80,095	82,299	3%	80,000	-3%	83,000	4%
0836034000	Bin Fee Charge	7,720	7,957	3%	7,700	-3%	8,000	4%
0836035000	Tub Grinder Fee Charge	33,373	34,291	3%	32,500	-5%	35,000	8%
0836036000	Recycling Center Building Fee	64,076	65,839	3%	61,000	-7%	66,000	8%
0836037000	Cubic Yard Fee (Commercial)	44,761	43,935	-2%	58,100	32%	45,000	-23%
0838007000	Miscellaneous Solid Waste Revenue	9	876	9633%	250	-71%	250	0%
0838700000	DTRC Contribution	0	2,772	n/a	0	-100%	0	0%
<b>TOTAL REVENUE</b>		<b>415,156</b>	<b>516,618</b>	<b>24%</b>	<b>519,250</b>	<b>1%</b>	<b>522,250</b>	<b>1%</b>

(1) based on prior year's history and current year actual

**FUND: RECYCLING**

**DIRECTOR: THOMAS CLARK**

<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Personnel Costs</b>								
0842714145	Wages - Part-time Bargaining Unit	30,201	30,172	0%	23,700	-21%	41,511	75%
0842716161	FICA	2,178	2,285	5%	2,472	8%	3,176	28%
0842716162	Unemployment Compensation Insurance	1,168	968	-17%	1,150	19%	688	-40%
0842716163	Workmen's Compensation Insurance	800	732	-9%	760	4%	803	6%
	<i>Sub-total Personnel Costs</i>	34,347	34,157	-1%	28,082	-18%	46,178	64%
<b>Supplies</b>								
0842721210	Office Supplies	0	0	0%	100	n/a	100	0%
0842723232	Vehicle & Equipment (Fuel - Diesel)	0	0	0%	0	0%	0	0%
0842723231	Vehicle & Equipment (Fuel - Gas)	11	28	155%	0	-100%	50	n/a
0842723234	Vehicle & Equipment Operating Supplies	5,158	1,469	-72%	3,000	104%	3,000	0%
0842723237	Safety Supplies	92	0	-100%	85	n/a	85	0%
0842724240	Miscellaneous Landfill Supplies	4,225	1,031	-76%	2,400	133%	2,400	0%
0842724241	Miscellaneous Recycling Center Supplies	4,682	0	-100%	500	n/a	500	0%
0842724249	DTRC Expenses	0	1,046	n/a	0	-100%	0	0%
0842725251	Vehicle & Mobile Equipment Repair Parts	0	0	0%	0	0%	40,957	n/a
0842725253	Recycling Bins/Rain Barrels	0	0	0%	2,500	n/a	2,500	0%
0842726260	Small Tools & Minor Equipment	294	1,571	434%	1,500	-5%	1,500	0%
	<i>Sub-total Supplies</i>	14,462	5,145	-64%	10,085	96%	51,092	407%
<b>Services &amp; Other Charges</b>								
0842731318	Water Quality Monitoring	9,546	10,419	9%	10,800	4%	10,400	-4%
0842732325	Postage	33	0	-100%	100	n/a	100	0%
0842734341	Advertising	0	107	n/a	350	227%	350	0%
0842734342	Printing	0	0	0%	1,500	n/a	1,500	0%
0842736361	Electricity - Monitoring Wells	1,424	1,370	-4%	1,500	9%	1,500	0%
0842736365	Refuse Disposal - Recycling Center	19,060	19,934	5%	20,000	0%	20,000	0%
0842745450	Other Miscellaneous Contracted Services	13,188	7,273	-45%	11,000	51%	11,000	0%
0842745451	Contractor's Share of Tag Sales	33,778	35,400	5%	30,000	-15%	35,500	18%
0842751510	Service Fee Subsidies	1,386	1,174	-15%	1,500	28%	1,500	0%
0842780000	Depreciation	9,925	9,192	-7%	10,905	19%	11,000	1%
	<i>Sub-total Services &amp; Other Charges</i>	88,340	84,869	-4%	87,655	3%	92,850	6%
<b>Transfers</b>								
0849230000	Transfer to Capital Projects	350,000	500,000	43%	500,000	0%	500,000	0%
	<i>Sub-total Transfers</i>	350,000	500,000	43%	500,000	0%	500,000	0%
<b>TOTAL EXPENDITURES</b>		<b>487,149</b>	<b>624,171</b>	<b>28%</b>	<b>625,822</b>	<b>0%</b>	<b>690,120</b>	<b>10%</b>

(1) based on prior year's history and current year actual

(2) Replacement of 23 years old Tub Grinder for processing of wood waste and leaves at Recycle Center. Grinder has also been used County wide for cleanup related to severe weather. Grinder is a high wear item and has cost over \$40,000 to maintain over the last few years.

**FUND: CAPITAL PROJECTS**

**DIRECTOR: JAMES N. NEGLEY**

		2013 Actual	2014 Actual	%Change	2015 Budget	% Change	2016 Budget	% Change
	<b>Revenue:</b>							
3030010000	Real Estate Tax Receipts	872,594	887,164	2%	890,000	0%	890,000	0%
3034000000	Interest Earnings	1,625	1,397	-14%	2,000	43%	1,000	-50%
3034000002	Interest Earnings - Stormwater PIB Loan	282	43	-85%	300	598%	0	-100%
3035103000	743 Bridge Project Reimbursement	0	237,500	n/a	0	-100%	0	0%
3035107400	Bulletproof Vest Grant	0	0	0%	7,500	n/a	4,500	-40%
	Lease - Granada Gym	0	0	0%	0	0%	66,000	n/a
3035407001	State Grant - Cocoa Castle	0	0	0%	100,000	n/a	100,000	0%
3035403001	H2O Grant Reimb. - Stormwater	2,129,453	0	-100%	0	0%	0	0%
3035703000	Rt. 743 & Other Traffic Studies	0	171,880	n/a	0	-100%	0	0%
3035703002	Gaming Revenue - Firetruck	165,000	155,716	-6%	0	-100%	0	0%
3035703003	Dauphin County Liquid Fuels - Park Blvd.	0	2,850	n/a	0	-100%	0	0%
3035703004	Gaming Revenue - Police Software	99,923	0	-100%	0	0%	0	0%
3035703005	Gaming Revenue - Hersheypark Drive Installation	64,794	0	-100%	0	0%	0	0%
3035703006	Gaming Revenue - Park Blvd. Noise Study	32,455	0	-100%	0	0%	0	0%
3035703007	Dauphin County - Java/Locust Project	0	54,900	n/a	0	-100%	0	0%
3038000000	Miscellaneous Revenue	13,989	1,121	-92%	0	-100%	0	0%
3038100100	Developer Traffic Contributions	9,626	38,460	300%	0	-100%	0	0%
3038100300	Bike Licenses Revenue	4	4	0%	50	1150%	50	0%
3038100520	Open Space Fees - Gabriel Plebani	1,293	0	-100%	0	0%	0	0%
3038100521	Open Space Fees - Woodland Hills	0	6,400	n/a	0	-100%	0	0%
3039001000	Transfer From General Fund	810,000	900,000	11%	900,000	0%	1,000,000	11%
3039208000	Transfer From Recycling Fund	350,000	500,000	43%	500,000	0%	500,000	0%
3039350001	Swap Proceeds	86,256	87,534	1%	90,000	3%	90,000	0%
3039351001	Proceeds from DCIB Loan	0	11,914	n/a	0	-100%	0	0%
3039410000	Proceeds of Short-Term Debt	0	0	0%	0	0%	0	0%
	<b>TOTAL REVENUE</b>	<b>4,637,294</b>	<b>3,056,883</b>	<b>-34%</b>	<b>2,489,850</b>	<b>-19%</b>	<b>2,651,550</b>	<b>6%</b>

**FUND: CAPITAL PROJECTS**

**DIRECTOR: JAMES N. NEGLEY**

<b>Expenditures:</b>		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
<b>Equipment/Construction</b>								
3040031313	Storm Water	2,554,393	347,801	-86%	0	-100%	0	0%
3040054540	Contributions - Fire Station Project	0	0	0%	30,000	n/a	30,000	0%
3040931200	Administrative Fees - ICDA	31,100	31,100	0%	31,100	0%	31,100	0%
3040938500	Lease - Municipal Complex	12,000	24,000	100%	24,000	0%	24,000	0%
3040973730	Building Improvements/Maintenance - Administration	0	10,489	n/a	5,000	-52%	20,500	310%
3040974740	Equipment - Administration	12,097	17,897	48%	6,000	-66%	0	-100%
3041038384	Leasing - Police	18,709	43,137	131%	59,420	38%	59,420	0%
3041073730	Building/Facility Improvements - Police	0	0	0%	0	0%	20,000	n/a
3041074740	Equipment - Police	10,982	43,991	301%	9,020	-79%	54,910	509%
3041074741	Vehicles - Police	27,038	20,827	-23%	7,500	-64%	25,771	244%
3041074744	Computer Upgrades / Software - Police	114,457	21,040	-82%	29,879	42%	20,300	-32%
3041074745	In Car Video System - Police	17,400	0	-100%	6,000	n/a	6,500	8%
3041431311	Revised Comprehensive Plan/Zoning Ordinance	0	42,246	n/a	84,000	99%	31,209	-63%
3041431312	Planning Consultants	652	0	-100%	0	0%	0	0%
3041474740	Equipment/Software - Community Development	9,547	0	-100%	6,400	0%	5,675	-11%
3043037200	743 Bridge Project	(71,061)	237,500	-434%	0	-100%	0	0%
3043037391	Park Blvd. Bridge Relocation Project	32,455	174,730	438%	0	-100%	0	0%
3043074742	Equipment - Public Works	112,379	128,918	15%	182,360	41%	217,347	19%
3043076030	Building Construction - Public Works	0	0	0%	0	0%	0	0%
3043372372	Traffic Signal Installation	64,794	11,914	-82%	0	-100%	0	0%
3044661003	Stormwater-Utilities	553,658	0	-100%	0	0%	0	0%
3045237720	Cocoa Castle	0	0	0%	275,000	n/a	275,000	0%
3045345450	Park Paving Program	0	3,630	n/a	0	-100%	0	0%
3045371000	Land Acquisition - Parks & Recreation	0	27,487	n/a	0	-100%	0	0%
3045373730	Building Improvements - Rec Center	29,975	0	-100%	20,000	n/a	19,500	-3%
3045373732	Maintenance Projects - Parks & Recreation	20,000	41,893	109%	36,000	-14%	8,000	-78%
3045374740	Equipment - Parks & Recreation	61,258	22,766	-63%	13,400	-41%	34,312	156%
3045673730	Library Building	0	37,820	n/a	47,820	26%	66,820	40%
3045674720	Lescanec Library Legacy	34,378	7,119	-79%	20,000	181%	50,000	150%
<i>Sub-total Equipment/Construction</i>		3,646,211	1,296,305	-64%	892,899	-31%	1,000,364	12%

**FUND: CAPITAL PROJECTS**

**DIRECTOR: JAMES N. NEGLEY**

<b>Debt Service</b>								
3040931316	Bond Issuance Costs and Discount	0	0	0%	0	0%	0	0%
3047194959	Debt Service 2010 Bond Issue - Principal (05 ICDA Ref)	135,000	430,000	219%	520,000	21%	0	-100%
3047294959	Debt Service 2010 Bond Issue - Interest (05 ICDA Ref)	332,727	330,027	-1%	321,427	-3%	0	-100%
3047194961	Debt Service 2011 Fire Truck Loan - Principal	180,000	155,821	-13%	0	-100%	0	0%
3047294961	Debt Service 2011 Fire Truck Loan - Interest	6,260	2,082	-67%	0	-100%	0	0%
3047194962	Debt Service 2011A - Principal (Refunds 06 & 07)	55,000	120,000	118%	120,000	0%	500,000	317%
3047294962	Debt Service 2011A - Interest (Refunds 06 & 07)	126,016	125,466	0%	124,266	-1%	122,706	-1%
3047194963	Debt Service 2012 PIB Loan #520939 Principal	166,251	168,952	2%	171,698	2%	174,488	2%
3047294963	Debt Service 2012 PIB Loan #520939 Interest	29,079	26,378	-9%	23,632	-10%	20,842	-12%
3047194964	Debt Service 2012 Bond Issue - Principal (refund 2008)	855,000	590,000	-31%	363,749	-38%	240,000	-34%
3047294964	Debt Service 2012 Bond Issue - Interest (refund 2008)	39,628	50,400	27%	44,500	-12%	32,600	-27%
3047194965	Debt Service 2012 Bond Issue - Principal (ref 2007 Gym)	8,231	48,469	489%	55,785	15%	57,613	3%
3047294965	Debt Service 2012 Bond Issue - Interest (ref 2007 Gym)	12,739	12,586	-1%	11,894	-5%	10,472	-12%
	Debt Service 2015 Bond Issue - Principal (ref ICDA2010)	0	0	0%	0	0%	550,000	n/a
	Debt Service 2015 Bond Issue - Interest (ref ICDA2010)	0	0	0%	0	0%	235,115	n/a
3049300000	Payment-Bond Escrow	0	0	0%	0	0%	0	0%
	<i>Sub-total Debt Service</i>	1,945,931	2,060,181	6%	1,756,951	-15%	1,943,836	11%
<b>Miscellaneous</b>								
3048139390	Bank Services Charges/Fees	0	0	0%	0	0%	0	0%
3049100000	Refund Prior Year Revenues	0	0	0%	0	0%	0	0%
	<i>Sub-total Miscellaneous</i>	0	0	0%	0	0%	0	0%
	<b>TOTAL EXPENDITURES</b>	5,592,142	3,356,486	-40%	2,649,850	-21%	2,944,200	11%

**DEPARTMENT: ADMINISTRATION**

<b>Expenditures:</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
Building Improvements/Maintenance - Administration	0	10,489		5,000		20,500	
Administrative Fees - ICDA	31,100	0		0		0	
Lease Municipal Complex	12,000	0		0		0	
Computer & Equipment - Administration	12,097	17,897		6,000		0	
	55,197	28,386	n/a	11,000	n/a	20,500	n/a

**Building Improvements/Maintenance-Administration:**

\$20,500 has been budgeted for the installation of safety measures for the safety and security of the Board of Supervisors and employees working in the Administration building.

**DEPARTMENT: POLICE****DIRECTOR: PATRICK M. O'ROURKE**

<b>Expenditures:</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
Police Vehicles	27,038	20,828		7,500		25,771	
Police - Leasing	18,709	43,137		59,420		59,420	
Police Equipment	10,982	43,991		5,020		2,710	
Computer Upgrades/Laptops/Spftware	114,457	21,040		29,879		20,300	
Uniform Replacement/Body Armor				4,000		9,000	
Radio Project						43,200	
Building/Facility Improvement						20,000	
In Car Video System	17,400			6,000		6,500	
	188,586	128,996	n/a	111,819	n/a	186,901	n/a

**Vehicles:**

SUV Utility Marked \$38,225

SUV Utility Unmarked \$31,791

Tahoe Marked \$52,700

Lease approx. \$25,771 annually

**Current Lease payments:**

Current lease payments \$59,420

**Equipment:**

StatTrak Data Collector \$2,710 (Total cost \$5,420, Public Works paying half)

\$2,710

**Uniform Replacement/Body Armor (Equipment):**

Body Armor: Day, Bernardo, Shank, Eckenrode, D. Rode, Burgwald, Condran, Klinger, Herr @ \$1,000 each

\$9,000

**Radio Project (Equipment):**

8 radios @ \$5,400 to include all accessories = \$43,200

**Computer Upgrades:**

V1 Laptop (2621) \$6,500

Toughbook(2665) \$4,000

(2) Datalux (2654/2655) @ \$4,900 each = \$9,800

\$20,300

**Building/Facility Improvements:**

UPS Batteries \$20,000

\$20,000

**In Car Video System:**

\$6,500



**DEPARTMENT: COMMUNITY DEVELOPMENT****DIRECTOR: CHARLES EMERICK**

<b>Expenditures:</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
Equipment/Software	9,547	0		0		0	
Planning Consultants	652	0		0		0	
Vehicle	0	0		6,400		5,675	
Revised Comprehensive Plan/Zoning Ordinance	0	42,246		84,000		31,209	
	10,199	42,246	n/a	90,400	n/a	36,884	n/a

**Vehicle:** payment 2 of the 5-year financing agreement for the Ford Escape purchased in 2015.

**Revised Comprehensive Plan/Zoning Ordinance:** this is an ongoing project from 2014, and the amount budgeted for 2016 represents the remaining balance (as of 8/21/15) of the "cost not to exceed" amount per the consultants' contract.

**DEPARTMENT: PUBLIC WORKS****DIRECTOR: THOMAS CLARK**

<b>Expenditures:</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
Equipment	112,379	128,918		44,200		16,082	
743 Bridge Project	(71,061)	237,500		0		0	
Traffic Signal Installation	64,794	11,914		0		0	
Stormwater-Utilities	553,658	0		0		0	
Park Blvd. Bridge Relocation	32,455	174,730		0		0	
Equipment - lease payments - new requests	0	0		0		49,928	
Equipment - lease payments - existing purchases	0	0		138,160		151,337	
	692,225	553,062	n/a	182,360	n/a	217,347	n/a

**Equipment:** 4 rotary vehicle portable floor lift units, replacing inground lift with safety issues and repair costs of over \$70,000 -- lease \$2,662/year - 5 yr life  
 2 Ferris Z turn mowers to replace existing aged unit and 1 addition to mowing fleet resulting from increased acreage -- lease \$3,220/year - 4 yr life  
 new purchase \$10,200

**Equipment - lease payments - new requests:** 2016 International 3900 GVM dump to replace existing 1997 GMC past useful life expectancy  
 annual lease payment \$38,570. (Will defer 1st payment until 2017)  
 Jacobsen 16' wide area mower to replace 1 of 2 1993 & 2003 Toro mowers used in parks and R-O-W's  
 throughout Twp.  
 annual lease payment \$26,300  
 JCB 3CX-15 backhoe to replace 1992 John Deere that has serious hydraulic issues.  
 Trade in value of \$16,000  
 annual lease payment \$23,628

**DEPARTMENT: PARKS AND RECREATION****DIRECTOR: MATTHEW J. MANDIA**

<b>Expenditures:</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
Maintenance Projects	20,000	41,893		36,000		8,000	
Building Improvements	29,975	0		20,000		19,500	
Equipment including lease payments	61,258	22,766		10,400		34,312	
Park Paving Project	0	3,630		0		0	
Land Acquisition - P & R	0	27,487		0		0	
Cocoa Castle	0	0		275,000		275,000	
	111,233	95,776	n/a	341,400	n/a	336,812	n/a

**Maintenance Projects:** Boiler Repairs - \$8,000.

**Building Improvements:** Software Upgrade - \$19,500

**Equipment (including lease payments):** Existing leases - Bobcat - \$4,592; Van - \$5,520  
 New leases - Sandpro - \$4,800; tow behind mower - \$4,400  
 Concession Stand Equipment - \$15,000

**Cocoa Castle:** carryover from 2015

**DEPARTMENT: LIBRARY****DIRECTOR: BARBARA S. ELLIS**

<b>Expenditures:</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>% Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
Library - Furn & Equipment	0	0		0		29,000	
Building Repairs	0	37,820		47,820		37,820	
Polaris Server Replacement	0	0		0		0	
Lescanec Library Legacy	34,378	7,119		20,000		50,000	
LSTA Grant	0	0		0		0	
	34,378	44,939	n/a	67,820	n/a	116,820	n/a

**Library - Furniture and Equipment:** batteries for UPS - \$10,000  
compressor for the AC system - \$15,000  
humidifier - \$4,000

**Building Repairs:** final payments for the HVAC control system

**Lescanec Legacy:** library upgrades throughout the building (up to \$50,000)

<b>FUND: LIQUID FUELS</b>								
		<b>2013 Actual</b>	<b>2014 Actual</b>	<b>%Change</b>	<b>2015 Budget</b>	<b>% Change</b>	<b>2016 Budget</b>	<b>% Change</b>
	<b>Revenue:</b>							
3534000000	Interest Earnings	1,035	395	-62%	1,000	153%	500	-50%
3535051106	Liquid Fuels State Allocation	545,497	588,209	8%	627,140	7%	736,966	18%
3535051107	Liquid Fuels State Turnback	1,840	1,840	0%	1,840	0%	1,840	0%
3538001000	Miscellaneous Revenue	56,438	67,958	n/a	3,000	-96%	3,000	0%
	<b>TOTAL REVENUE</b>	<b>604,810</b>	<b>658,402</b>	<b>9%</b>	<b>632,980</b>	<b>-4%</b>	<b>742,306</b>	<b>17%</b>
	<b>Expenditures:</b>							
3543224500	Snow & Ice Removal Supplies	252,366	179,618	-29%	170,000	-5%	180,000	6%
3543324500	Signals, Signs & Markings	66,586	57,029	-14%	65,000	14%	65,500	1%
3543824500	Repair Highways & Bridges	188,482	213,604	13%	95,000	-56%	95,000	0%
3543900000	Highway Construction & Rebuilding	545,766	389,097	-29%	225,000	-42%	225,000	0%
3543900000	Loan - Bridge 122 - Principal	0	32,094	n/a	32,613	2%	33,143	2%
3543900000	Loan - Bridge 122 - Interest	0	4,417	n/a	3,896	-12%	3,366	-14%
3543900000	Loan - T/S Fishburn & Homestead - Principal	0	25,571	n/a	25,572	0%	25,200	-1%
3543900000	Loan - T/S Fishburn & Homestead - Interest	0	785	n/a	785	0%	1,157	47%
	<b>TOTAL EXPENDITURES</b>	<b>1,053,200</b>	<b>902,215</b>	<b>-14%</b>	<b>617,866</b>	<b>-32%</b>	<b>628,366</b>	<b>2%</b>

**FUND: POLICE PENSION****DIRECTOR: JAMES N. NEGLEY**

	2013 Actual	2014 Actual	%Change	2015 Budget	% Change	2016 Budget	% Change
<b>Revenue:</b>							
6034000001	190,503	223,830	17%	200,000	-11%	245,000	23%
6034000002	2,073,093	796,432	-62%	1,800,000	126%	1,800,000	0%
6034000003	0	0	0%	100	n/a	100	0%
6034000004	0	0	0%	1,000	n/a	1,000	0%
6034000005	0	0	0%	0	0%	0	0%
6038000000	102,614	101,856	-1%	110,500	8%	105,000	-5%
6038901001	3,079	2,637	-14%	1,000	-62%	1,000	0%
6039085230	969,383	1,003,748	4%	1,111,782	11%	959,589	-14%
	<b>TOTAL REVENUE</b>	<b>3,338,672</b>	<b>-36%</b>	<b>3,224,382</b>	<b>51%</b>	<b>3,111,689</b>	<b>-3%</b>
<b>Expenditures:</b>							
6048315170	68,860	79,245	15%	70,000	-12%	85,000	21%
6048315171	5,800	2,800	-52%	9,500	239%	10,000	5%
6048315172	0	0	0%	2,500	n/a	2,500	0%
6048315173	0	0	0%	0	0%	0	0%
6048316160	625,317	625,317	0%	625,317	0%	625,317	0%
6048316161	0	0	0%	60,985	n/a	60,985	0%
6049100000	0	16,328	n/a	0	-100%	0	0%
6048900000	397	419	6%	400	-5%	400	n/a
	<b>TOTAL EXPENDITURES</b>	<b>700,374</b>	<b>3%</b>	<b>768,702</b>	<b>6%</b>	<b>784,202</b>	<b>2%</b>

**FUND: NON-UNIFORMED PENSION****DIRECTOR: JAMES N. NEGLEY**

		2013 Actual	2014 Actual	%Change	2015 Budget	% Change	2016 Budget	% Change
	<b>Revenue:</b>							
6534000000	Interest Earnings	474,747	438,196	-8%	500,000	14%	500,000	0%
6538000000	Employee Contribution to pension	157,089	176,018	12%	163,512	-7%	185,000	13%
6539085230	Transfer from General Fund (MMO)	241,332	248,473	3%	334,843	35%	360,680	8%
	<b>TOTAL REVENUE</b>	<b>873,168</b>	<b>862,687</b>	<b>-1%</b>	<b>998,355</b>	<b>16%</b>	<b>1,045,680</b>	<b>5%</b>
	<b>Expenditures:</b>							
6548315170	Administrative Fees / Disability Transfer	1,900	1,920	1%	2,000	4%	2,000	0%
6548315180	Disability Fees	916	947	3%	1,500	58%	1,500	0%
6548316160	Retirement Benefits / Withdrawals	597,003	1,519,727	155%	700,000	-54%	800,000	14%
6548320000	Refunds of Contributions	0	0	0%	15,000	n/a	15,000	0%
	<b>TOTAL EXPENDITURES</b>	<b>599,819</b>	<b>1,522,594</b>	<b>154%</b>	<b>718,500</b>	<b>-53%</b>	<b>818,500</b>	<b>14%</b>