

**PROPOSED  
OPERATING  
BUDGET  
2017**





# Mission Statement

The mission of Abington Township is to serve the best interests of all our residents by providing and maintaining a safe, healthy and affordable place to live.

We recognize the dignity and worth of public service and are dedicated to the highest standards of integrity.

We pledge to be a self-motivated, responsive municipality that continually strives to provide the most efficient, effective and fiscally responsible service for Abington residents.



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**To:** Board of Commissioners  
**From:** Michael LeFevre *ML*  
**Date:** October 7, 2016  
**Subject:** 2017 Municipal Budget (Executive Summary)

## INTRODUCTION

The intent of this budget message is to highlight and summarize the key information contained within the proposed 2017 Budget document, to recommend supportable expenditures and to highlight the opportunities and challenges we face. The budget process is never easy. There are no absolutes, nor simple solutions that work for everyone or for every situation. The budget adoption process is and should be an interactive process conducted with the Board of Commissioners, staff and residents, as it sets priorities for Township services for the coming year.

The proposed budget suggests measures which Township staff hopes to be reflective of the preference of most of the members of the Board of Commissioners. As presented, the proposed budget is not intended as a final position, but rather a starting point for Board deliberations and public input.

The proposed budget recommends no millage increase in the Township real estate tax for 2017. A summary of the 2017 budgets is provided below.

	<u>2017 Projected Expense</u>	<u>Change from 2016</u>	<u>Percentage</u>
General Fund	\$38,026,723	+\$554,100	+ 1.48%
Sewer Fund	\$ 8,844,000	-\$286,956	- 3.10%
Refuse Fund	\$ 5,782,381	-\$ 25,035	- .43%

Although the proposed 2017 **General Fund budget** increases by 1.48%, it is balanced and does not require a tax increase. Our increase in spending is primarily being driven by higher personnel expenses, specifically salaries. As has been the case for a number of years, with few exceptions, non-personnel expenses are being maintained at existing levels across all departments.

As illustrated in the table above, the proposed **Refuse budget** slightly decreases (.43%) in 2017 with charges for all refuse containers maintained at current levels.

The **Sewer budget** is projected to decrease by \$286,956 (3.1%), however an average annual rate increase of \$12 per household may be necessary due to declining levels of water consumption. If a rate increase is necessary, this will be the first raise in rates in six years.





**GENERAL FUND**

Our real estate millage is currently set at 4.203 mills and is not expected to increase in 2017. Over the last five years, Township real estate taxes only increased twice (2013 and 2016). Since the last County wide assessment in 1997, the Township real estate tax millage has increased less than .88 of one mill, averaging less than a 1.4% increase over 19 years.

Township efforts to contain tax millage increases is noteworthy, particularly in light of the fact real estate tax revenue represented approximately 30.28% of the 2016 total General fund revenue budget. Real estate tax assessment values stopped growing to a large extent due to the fact our community is almost fully developed and the last County-wide reassessment occurred in 1997. As a point of comparison, the total value for all taxable properties in the Township in 2008 was \$3,384,599,000 compared to \$3,394,427,959 in 2016, which means our tax base has remained relatively level over the past eight years. Unfortunately, Township expenses continue to grow over that same period, despite our best efforts to contain costs. Although real estate taxes represent a major portion of our revenue stream, those taxes are not expected to provide any significant income growth in the foreseeable future without millage rate increases. Basically our property assessments are frozen at 1997 levels when the last County-wide reassessment was conducted. While housing values have increased over time, assessments have remained stagnant. Any small increase in assessments from new construction or building improvements has been offset by real estate tax appeals, particularly for commercial properties. More and more property owners are successfully appealing their real estate assessment and receiving reductions. This overall downward pressure on our tax base forces us to forecast a flat assessment level for the years ahead.

With real estate taxes unable to provide any increase in projected revenues, the Township has become more dependent on non-real estate tax revenue sources such as business taxes, earned income taxes, transfer taxes, permits and fees. Fortunately, there continues to be growth in these areas with some of the major increases in 2017 identified below:

Mercantile taxes	+\$100,000
Earned Income taxes	+\$100,000
Deed Transfer taxes	+\$100,000
Business Privilege taxes	+\$100,000
Building permits	+\$ 40,000

The proposed 2017 Budget is lean and represents our continued effort at cost containment and other operational efficiencies. General fund expenditures are projected to increase 1.48% (\$554,100) in 2017. Salary expenses remain the driving force behind spending increases. Fortunately, there are several areas where spending is expected to decrease next year which largely offset increases in compensation. A breakdown of the major increases and decreases in expenditures is provided below:



Police salaries	+\$463,206
Major equipment purchases	+\$ 69,000
Part-time salaries	+\$ 66,907
Contracted services	+\$ 65,649
Equipment maintenance	+\$ 50,500
Per-Diem salaries	+\$ 50,058
Medical benefits	-\$253,970
Gasoline	-\$234,384
Contingency	-\$131,000
Pension benefits	-\$101,797

Overall the 2017 expenditures are budgeted with the intent of maintaining existing service delivery levels.

## **RETIREE HEALTH**

The Township is comprised of three employee groups: Police, Per-Diem and Salary/Clerical. For employees hired prior to 2014, the Township provides medical and life insurance in retirement to all three groups, while also providing prescription drug coverage and Medicare Part B premium reimbursement only to Police officers. The cost of retiree health is determined by an actuarial study as of the first day of even numbered years in accordance with the Government Accounting Standards Board (GASB). The four most recent OPEB actuarial studies are reflected below:

<u>Valuation</u>	<u>PV of Benefits</u>	<u>Value of Assets</u>	<u>Unfunded Liability</u>	<u>Funding Ratio</u>
1/1/10	\$45,067,507	\$ 4,443,123	\$31,911,728	12%
1/1/12	\$51,279,869	\$ 5,701,082	\$34,775,544	14%
1/1/14	\$57,686,339	\$ 6,940,700	\$37,438,915	16%
1/1/16	\$62,100,366	\$10,973,169	\$37,556,101	23%

Our most recent actuarial study (1/1/16) shows a long-term accrued liability for future healthcare benefits of approximately \$ 62.1 million dollars. While most municipalities opt to pay for this liability on a “pay as you go” basis, Abington officials have made a concerted effort over the past years to begin addressing those liabilities to avoid placing that burden on future generations. The Township’s average annual contribution, above current retiree healthcare expenses, has averaged almost one million dollars for the past four years. Our actuarial required contribution to fully fund current and future benefits over the next 30 years is in excess of \$4.4 million annually. As the value of fund assets continues to grow, the return on the investment of those funds is projected to relieve some of the pressure of meeting our annual contribution. The new Fund Balance policy (more detailed in a later section) allocates a portion of any year-end surplus in the General fund to be directed to our retiree health obligation. This dedicated funding



stream provides additional support to the Township's normal annual contribution along with any gains in our investments.

In addition to Township efforts in funding our existing obligations for retiree healthcare, Township officials have taken the necessary steps to prevent those costs from increasing exponentially in the future. In January 2014, the Board of Commissioners stopped offering post-retirement health benefits for Salary/Clerical hired after 1/1/14. The collective bargaining agreement with our Per-Diem union eliminated post-retirement health benefits for union members hired after 1/1/15. Lastly, the arbitration award resulting from the Police collective bargaining process contains any post-retirement health benefit obligation for Officers hired after 1/1/16 to the individual's eligibility for Medicare.

The resulting impact of the increased funding efforts combined with the minimization of future benefit obligation is reflected in the table above with our unfunded liability stabilizing at \$37.5 million dollars and our funding ratio almost doubling from 12% in 2010 to 23% as of the first of this year.

## **PERSONNEL COSTS**

As a service provider, the Township's single largest expenses category is personnel related costs, which comprises approximately 76% of the proposed 2017 budget. The proposed 2017 budget includes an additional \$496,183 of funding for salary and wages.

In 2015 the Township agreed to terms for a four year (2016-19) collective bargaining agreement with our Per-Diem union employees (Highway, Refuse, Parks, Wastewater). The contract calls for a 2.25% in 2017 and averages a 2.375% annual increase over the terms of the agreement. The contract also provided for higher pension contributions by employees along with a health benefit plan modification along with cost sharing of any future excise tax associated with the Affordable Care Act.

Our Salaried/Clerical employees have been budgeted for a 2.5% salary increase next year. Salary/Clerical employees also assumed the same pension contribution increase, as well as the health plan modifications as contained in the Per-Diem contract. The average wage increase for this employee group has averaged 2.4% over the last five years.

The Township was unable to reach terms for a new Police contract which expired at the end of 2015, so the matter was referred to binding arbitration. The resulting arbitration award provided for terms for a new four year contract (2016-19) with uniformed Police personnel receiving a 2.75% net increase in salary for 2017. The arbitration award averages a net 2.87% increase annually over its term and also provided changes in health plan design, post-retirement health benefits (new employees), leave time, life insurance, bereavement leave and service connected disability benefits.



Insurance premiums for employee healthcare benefits continues to be a major concern and one of the most volatile expenditures in the budget. As a result, the Township closely monitors this category for cost containment opportunities. Our most recent collective bargaining agreement with the Per-Diem union required the membership to move to a higher deductible health plan in January of last year. The Salary/Clerical employees made the same change in health plan coverage. Lastly, the Police personnel also moved this year to the same plan design with a few modifications. Under the terms of the Per-Diem contract, employees will assume a 50% share of any excise tax associated with the Affordable Care Act scheduled to begin in 2020 with the same cost sharing expected of Salary/Clerical employees. As previously stated, the Police arbitration award did not address this issue, as its implementation date is beyond the contract term. Post-retirement health benefits are no longer being offered to Salary/Clerical employees hired after 1/1/14, nor for Per-Diem union members hired after 1/1/15. The police arbitration award stipulates post-retirement health benefits will only be provided until Medicare eligibility for Officer hired after 1/1/16. All employees contribute to their healthcare premium, pay deductibles and are eligible for incentives to opt out of coverage.

Historically the Township has self-insured for prescription benefits. After the initial 2016 budget was drafted, the Township was shocked to learn of a projected 75% increase in prescription costs from our Plan Benefit Manager. Although the Township only budgeted for a portion of the projected increase in Rx utilization, the increase had a corresponding negative impact of this year's budget. For 2017, Township staff is recommending we move to an insured prescription benefit product and have obtained a guaranteed rate significantly below the level necessary to remain self-insured, resulting in a budget decrease of \$253,970 in overall health costs. The insured prescription offer requires a two-year commitment by the Township with the provider guaranteeing rates not to exceed a 15% increase in 2018.

Our two Employee Pension funds (Police and Employee plans) remain reasonably well funded in comparison to many other municipalities, as of our last actuarial valuation (1/1/15). The Police Pension plan was 86% funded, based on the market value of plan assets, with an unfunded liability of \$9,159,688. Our Employee pension plan was 94.1% funded with an unfunded liability of \$3,188,098. However both of these projections are based on a continued rate of return on pension investments of 7.5% annually. It is becoming increasingly apparent a rate of return of 7.5% is not sustainable in the foreseeable future. The Township will need to consider moving to a lower projected rate of return in our next valuation (1/1/17), although any reduction in investment returns will increase pension costs along with unfunded liability levels.

All employee groups (Police, Per-Diem and Salary/Clerical) are contributing 5% of salary toward their pension benefit.

In accordance with the Minimum Municipal Obligation (MMO) approved by the Board of Commissioners at our September 2016 meeting, our budgeted contribution into the Police Pension plan will decrease by \$3,010 in 2017, while the Employee Pension plan will decrease by \$98,777.



## FUND BALANCE

The Fund balance in the General Fund is the cumulative amount of money and other resources retained after all expenditures and other liabilities have been paid out and all revenue recorded. Maintenance of an adequate fund balance is important because it provides a financial “safety net” in the event of emergencies, economic downturn or other unforeseen circumstances. Fund balance maintenance is also a major factor considered by bond rating agencies when evaluating the Township’s credit worthiness.

In 1992 the Board of Commissioners recognized the importance of maintaining an adequate fund balance and adopted by resolution a formal minimum fund balance policy. This policy specifies a minimum fund balance of 7.5% of projected revenues be maintained as a reserve. As drafted, the policy did not address a maximum percentage of funds to be accumulated.

In 2014, as part of 2015 budget preparation, staff suggested it appropriate to revisit the fund balance policy and establish a minimum/maximum range for future unassigned fund balances with any excess utilized to offset retiree healthcare obligations, capital needs or to support real estate tax millage levels. Unassigned fund balances are those financial resources available for spending and therefore not reserved for specific purposes such as encumbrances. While the former policy required a minimum of 7.5% of projected revenue be maintained, the new fund balance policy is tied to operating expenditures.

The new fund balance policy adopted by the Board of Commissioners established a range of one month operating expenditure (8.5%) up to a maximum of three months (25%) be retained. Any excess unassigned funds over the maximum three month level would be reallocated to the Permanent Improvement Fund (55-60%), the OPEB (Other Post-Employment Benefits) Fund (35-40%), or utilized to support the next year’s general fund budget (0-10%). It should be noted that although the Township budget is maintained on a calendar year basis, the final year-end surplus/deficit is not determined until the annual audit is completed the following spring. Also, as a result of the new Fund balance policy, there are no longer excess funds available to address unplanned expenditures. Any additional non-budgeted expenditures approved by the Board are taken from the prior year surplus before the remaining assets can be distributed in accordance with the percentages above at the end of the calendar year. The implementation of the new policy is reflected below:

<u>Year</u>	<u>Surplus</u>	<u>Fund Balance Expenditures</u>	<u>Permanent Improvement</u>	<u>OPEB</u>	<u>Budget Support</u>
2014	\$5,521,933		\$3,000,000	\$2,000,000	\$521,932
2014	\$ 883,164	\$ 189,000	\$ 381,790	\$ 242,957	\$ 69,417
2015	\$3,308,724	\$1,043,323*	\$1,245,861*	\$ 792,820*	\$225,520*

\*these amounts would be reduced by additional expenditures approved through 12/31/16



**PERMANENT IMPROVEMENT FUND**

The Permanent Improvement Fund provides for our capital needs and has historically been funded by our annual receipt of payments in-lieu of taxes (PILOTS) and a yearly contribution of approximately \$500,000 from the Township. When the new Fund balance policy was adopted in 2014, as previously detailed, the Township ceased including the annual Permanent Improvement fund contribution in the General Fund budget. The elimination of this contribution enabled the Township to adopt our 2015 budget without a tax millage increase. With an initial contribution of \$3,000,000, the Permanent Improvement fund was expected to be sustainable for a minimum of six years without revisiting contributions. Actual results are illustrated below:

<u>Year</u>	<u>Available Balance</u>	<u>Contributions</u>	<u>Revenues/including</u>		<u>Year-end balance</u>
			<u>PILOT Payments</u>	<u>Expenditures</u>	
2014	\$ 900,000	\$3,000,000	\$1,320,379	\$2,670,476	\$2,549,903
2015	\$2,549,903	\$ 381,790	\$1,195,763	\$2,301,000	\$1,826,456
2016*	\$1,826,456	\$1,245,861	\$ 797,604	\$ 999,442	\$2,870,479

\*Amount shown effective 9/30/16. Final amount impacted by any additional expenditures approved through the end of the calendar year.

With less than three years actual experience, no clear conclusions can be drawn on the long-term sustainability of the Permanent Improvement fund absent additional contributions from the Township. However the initial impact of dedicating a portion of any year-end surplus to this account has produced very favorable results. Should the Township continue to budget responsibly in future years, while controlling disbursements, it is not unreasonable to expect the Permanent Improvement fund to continue to serve its purpose significantly longer than anticipated.

**REFUSE FUND**

The Refuse budget is projected to decrease by \$25,035 in 2017. As a result of operational efficiencies related to the automated refuse/recycling collection system implemented in 2009, the projected 2017 Refuse budget of \$5,578,321 remains substantially below spending levels in prior years. Residential refuse fees actually decreased for a period of six consecutive years (2007-2012) and remained level in 2013. The declining value of recycling material, along with reductions in state performance grant funding necessitated small increases in rates in 2014 and 2015. There was no rate increase in 2016 and no change in rates expected for 2017. Actual refuse rates for residential customers are, for the most part, less than the amount paid twelve years ago.



## **SEWER FUND**

The Sewer budget is projected to decrease by \$286,956 in 2017. Through implementation of various efficiencies in operations, the Sewer budget had remained relatively stable in recent years with the proposed 2017 budget actually less than the amount budgeted in 2010. However sewer revenues are also decreasing, as they are directly tied to water consumption. As more property owners take steps to be more environmentally and fiscally responsible and use less water, there is a corresponding decrease in our sewer revenue. As a result, a sewer rate increase is recommended for the first time in six years which is expected to equate to about \$12 per household. The actual sewer rate would increase from \$3.86 to \$4.01 per thousand gallons on water consumed, along with a small increase in the fixed fee component. Under the proposed rate the average residential sewer bill would be approximately \$314 next year.

## **CONCLUSION**

The overall proposed 2017 General Fund budget reflects an increase of 1.48%, primarily attributed to increases in employee compensation. Providing municipal services is inherently labor intensive and 76% of the proposed budget is directly tied to personnel expenses. Restrained employee compensation levels and health benefit cost containment efforts have relieved some of the upward pressure in this area, but cannot realistically be expected to decrease without a reduction in staffing levels and a corresponding decrease in service levels.

Staff is pleased to be in a position to offer a balanced 2017 budget without a real estate tax increase, nor a change in our refuse fee. While the suggested increase in sewer rates of \$12 annually for the average residential property will no doubt be problematic for some, it is important to understand this fee has not increased in six years.

As in all municipal budgets, we attempt to find that balance that enables us to provide efficient service delivery levels that our residents believe are needed and for which they are willing and able to pay. We continue to examine our priorities and encourage an open and respectful dialogue on what level of local government service should be planned for and provided to the residents of this community.



## **BUDGET REVIEW SCHEDULE**

The 2017 budget must be formally approved by the Board of Commissioners by the end of December. The executive summary is provided to assist you in understanding the larger document and to focus your efforts on our more significant issues. The next several weeks have been set aside for you review of the attached material.

Friday, October 7 <sup>th</sup>	Budget package forwarded to the Board of Commissioners
Thursday, October 20 <sup>th</sup> at 7 PM	Budget Workshop
Thursday, October 27 <sup>th</sup> at 7 PM	Budget Workshop (Capital)
Thursday, November 10 <sup>th</sup> at 7 PM	Preliminary Budget meeting*
Thursday, December 15 <sup>th</sup> at 7 PM	Final Budget meeting

\*Preliminary Budget meeting must begin a minimum of 30 days before final adoption. The Preliminary Budget must be made available for public inspection no later than 20 days before final adoption (PA First Class Township Code).

cc: Department Heads

ML/mjw



**Township of Abington - General Fund  
Unrestricted Fund Balance Analysis  
Modified Accrual Basis**

Year	Balance Sheet Unrestricted Fund Bal per Audited Financial Statements @ 12/31	Combined Statement of Rev/Exp <b>Actual Revenues</b> Received per Financial Statements @ 12/31	Combined Statement of Rev/Exp <b>Actual Expenditures</b> per Financial Statements @ 12/31	Percent of Fund Balance to Actual Revenues	Budget Process Anticipated Use of Fund Balance (to close gap)	Fund Balance @ Board Apprvd Minimum of 8.5%
1991	2,445,835	19,584,550	18,230,202	12.49%	350,000	1,468,841
1992	3,689,946	19,840,652	19,017,114	18.60%	380,000	1,488,049
1993	6,478,645	20,940,562	19,633,956	30.94%	583,684	1,570,542
1994	7,371,073	22,132,131	19,911,765	33.30%	600,000	1,659,910
1995	8,694,986	23,645,379	25,114,444	36.77%	1,000,000	1,773,403
1996	10,666,326	23,900,150	23,823,324	44.63%	1,000,000	1,792,511
1997	8,018,825 <sup>1</sup>	25,190,547	22,756,106	31.83%	1,173,000	1,889,291
1998	9,224,371	24,393,208	22,557,978	37.82%	2,096,095	1,829,491
1999	9,467,550	24,641,854	23,309,270	38.42%	2,096,095	1,848,139
2000	9,996,764	25,530,897	24,434,891	39.16%	2,235,351	1,914,817
2001	8,746,012	25,280,359	26,175,143	34.60%	2,368,824	1,896,027
2002	6,701,665	25,460,333	27,604,413	26.32%	3,059,009	1,909,525
2003	8,128,895	29,790,695	28,276,777	27.29%	2,187,003	2,234,302
2004	10,359,210	34,298,946	30,073,708	30.20%	0	2,572,421
2005	11,570,775 <sup>2</sup>	36,622,270	34,085,687	31.59%	0	2,746,670
2006	12,010,499	37,022,009	34,059,264	32.44%	0	2,776,651
2007	10,873,868	32,948,577 <sup>3</sup>	30,305,701	33.00%	0	2,471,143
2008	11,050,133	32,890,004	30,480,775	33.60%	0	2,466,750
2009	7,558,243	33,751,972	31,431,853	22.39%	0	2,531,398
2010	8,252,037	32,532,939	32,096,559	25.37%	0	2,439,970
2011	7,797,856	35,198,754	33,414,473	22.15%	0	2,639,907
2012	12,288,874	36,066,418	35,514,846	34.07%	0	2,704,981
2013	15,156,720	36,792,718	33,521,565	41.19%	315,000	2,759,454
2014	10,566,791 <sup>4</sup>	36,603,856	36,902,769	288.68%	876,462	3,114,976
2015	12,746,095	39,100,372	37,001,135	32.60%	521,932	3,122,719

Fund balance represents the difference between assets and liabilities. This difference is further segregated into reserved and unreserved portions. Reserved resources are not available for spending and are not reflected in the information presented.

The increase/decrease of fund balance is not only influenced by the variation between revenue and expense, but also fluctuates due to bond proceeds, transfers to other funds and movement between reserved and unreserved designations.

<sup>1</sup>Reflects Board transfer of 4.5 million to Permanent Improvement Fund

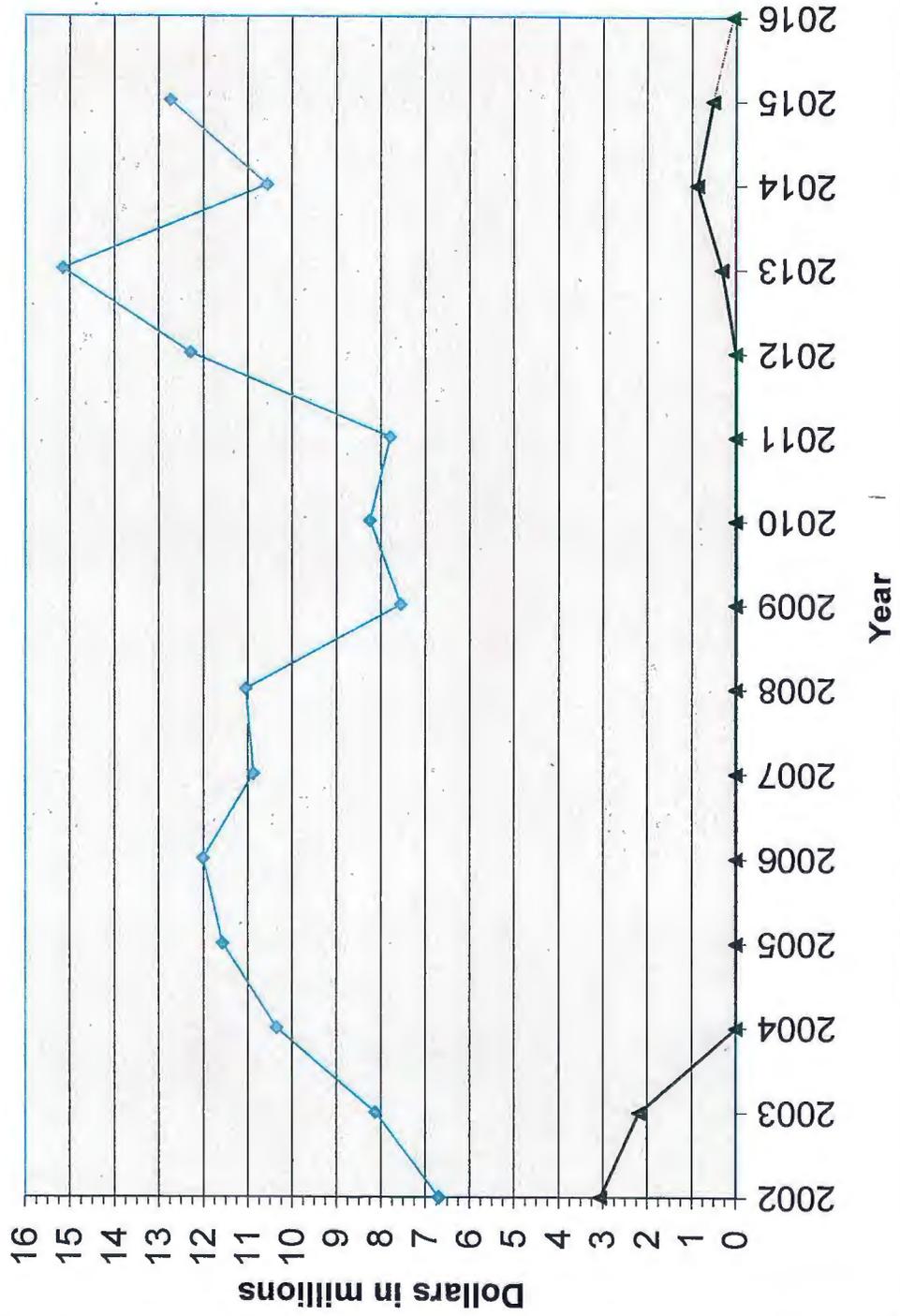
<sup>2</sup>Hillside condemnation settlement of \$2.6 million paid out

<sup>3</sup>Revenue reduction due to formation of enterprise fund for Refuse Operation

<sup>4</sup>Reflects Board transfer of 3 million to Permanent Improvement Fund and 2 million to OPEB Fund



# Unrestricted Fund Balance Analysis





**TOWNSHIP OF ABINGTON  
COMPARATIVE BUDGET SUMMARY  
PROPOSED**

4-Oct-16

	2017	2016	2015	2014	2013	2012	2011	2010
GENERAL FUND	38,026,723	37,472,623	36,646,779	36,138,764	34,304,004	32,992,305	33,905,619	32,341,194
SEWER OPERATIONS	8,844,000	9,130,956	8,916,803	9,095,000	8,991,048	8,931,358	8,986,548	8,863,497
HIGHWAY AID	1,534,178	1,431,178	1,263,528	1,263,528	1,217,528	1,192,528	1,187,528	1,188,528
TUITION REIMB	15,000	15,000	15,000	15,000	9,000	15,000	15,000	0
WORKERS COMP	1,007,280	965,030	1,115,486	611,500	611,500	554,400	505,900	505,900
REFUSE	5,782,381	5,807,416	5,858,194	5,436,722	5,429,232	5,441,900	5,412,592	5,432,931
RETIREE MEDICAL	1,397,290	1,348,700	1,354,700	1,323,000	1,225,500	1,300,700	1,128,455	1,028,097
<b>TOTAL</b>	<b>56,606,852</b>	<b>56,170,903</b>	<b>55,170,490</b>	<b>53,883,514</b>	<b>51,787,812</b>	<b>50,428,191</b>	<b>51,141,642</b>	<b>49,360,147</b>



## **GENERAL FUND**

	ADJUSTED 2016 BUDGET	REQUESTED 2017 BUDGET	BUDGET INCREASE/ DECREASE	PERCENTAGE INCREASE/ DECREASE
ADMIN	3,587,106	3,416,330	(170,776)	-4.76%
TAX OFFICE	0	0	0	
POLICE	17,615,857	18,041,104	425,247	2.41%
FINANCE	0	0	0	
CODE ENFORCEMENT	1,017,138	1,043,759	26,621	2.62%
ENGINEERING	493,421	445,277	(48,144)	-9.76%
CDBG	0	0	0	
PUBLIC WORKS	3,885,468	3,920,585	35,117	0.90%
VEHICLE MAINT.	0	0	0	
FIRE	2,356,416	2,549,216	192,800	8.18%
LIBRARY	2,480,783	2,482,004	1,221	0.05%
PARKS AND REC.	4,111,559	4,141,729	30,170	0.73%
DEBT SERVICE	1,924,875	1,986,719	61,844	3.21%
FUND BALANCE PROJECTS	0	0	0	
<b>TOTAL</b>	<b>37,472,623</b>	<b>38,026,723</b>	<b>554,100</b>	<b>1.48%</b>



## GENERAL FUND

	ADJUSTED 2016 BUDGET	APPROVED 2017 BUDGET	BUDGET INCREASE/ DECREASE	PERCENTAGE INCREASE/ DECREASE
ADMIN-COMMISSIONERS	88,688	90,088	1,400	1.58%
ADMIN-MANAGER/SECRETARY	-3,928	-121,330	(117,402)	-2988.85%
ADMIN-LEGAL	242,100	233,440	(8,660)	-3.58%
ADMIN-REVITALIZATION	23,900	23,900	0	0.00%
ADMIN-COMPUTERS	0	0	0	
ADMIN-MUNICIPAL BUILDING	219,701	214,241	(5,460)	-2.49%
ADMIN-INSURANCE	144,600	141,100	(3,500)	-2.42%
ADMIN- MISC COSTS	2,872,045	2,834,891	(37,154)	-1.29%
TAX OFFICE	0	0	0	
POLICE-040	3,076,534	3,153,893	77,359	2.51%
POLICE-041	5,327	5,327	0	0.00%
POLICE-042	0	35,000	35,000	#DIV/0!
POLICE-043	1,984,029	2,011,140	27,111	1.37%
POLICE-044	6,174,097	6,423,879	249,782	4.05%
POLICE-045	95,313	97,333	2,020	2.12%
POLICE-047	551,826	592,012	40,186	7.28%
POLICE-048	677,272	685,218	7,946	1.17%
POLICE-049	533,142	546,068	12,926	2.42%
POLICE-051	554,837	563,452	8,615	1.55%
POLICE-053	1,545,948	1,513,922	(32,026)	-2.07%
POLICE-054	462,992	398,444	(64,548)	-13.94%
POLICE-055	407,834	408,149	315	0.08%
POLICE-056	80,000	80,000	0	0.00%
POLICE-057	111,858	113,254	1,396	1.25%
POLICE-058	299,194	306,203	7,009	2.34%
POLICE-060	464,790	503,377	38,587	8.30%
POLICE-061	116,682	120,273	3,591	3.08%
POLICE-062	120,325	120,483	158	0.13%
POLICE-063	54,353	55,290	937	1.72%
POLICE-064	147,768	153,273	5,505	3.73%
POLICE-065	23,582	23,582	0	0.00%
POLICE-091	128,154	131,532	3,378	2.64%
FINANCE	0	0	0	
CODE ENFORCEMENT-ADMIN	470,959	504,479	33,520	7.12%
CODE ENFORCEMENT-PLUMBING	12,000	6,000	(6,000)	-50.00%
CODE ENFORCEMENT-CODE	139,660	118,138	(21,522)	-15.41%
CODE ENFORCEMENT-PLANNING	178,028	183,117	5,089	2.86%
CODE ENFORCEMENT-PROPERTY	216,491	232,025	15,534	7.18%
ENGINEERING	493,421	445,277	(48,144)	-9.76%
CDBG	0	0	0	
PUBLIC WORKS-STREET LIGHT	292,948	293,566	618	0.21%
PUBLIC WORKS-ADMIN	1,608,543	1,622,260	13,717	0.85%
PUBLIC WORKS-PROJECT COSTS	1,983,977	2,004,759	20,782	1.05%
VEHICLE MAINT.-ADMIN	466,792	472,020	5,228	1.12%
VEHICLE MAINT.-SERVICE COSTS	-466,792	-472,020	(5,228)	1.12%
FIRE PREVENTION-FIRE MARSHAL	812,381	820,917	8,536	1.05%
FIRE PREVENTION-ASSESSMENT PROG	55,389	56,416	1,027	1.85%
FIRE PREVENTION-SUPPORT PROG.	240,627	244,903	4,276	1.78%
FIRE PREVENTION-FIRE COMPANIES	1,248,019	1,426,980	178,961	14.34%
LIBRARY	2,161,240	2,179,783	18,543	0.86%
LIBRARY	319,543	302,221	(17,322)	-5.42%
PARKS AND REC.-ADMIN	909,373	904,662	(4,711)	-0.52%
PARKS AND REC.-ALVERTHORPE	216,293	219,010	2,717	1.26%
PARKS AND REC.-ARDSLEY	250,683	250,222	(461)	-0.18%
PARKS AND REC.-CRESTMONT	144,366	146,918	2,552	1.77%
PARKS AND REC.-PENBRYN	139,641	140,556	915	0.66%
PARKS AND REC.-BBNC	695,849	700,851	5,002	0.72%
PARKS AND REC.-ACTIVITIES	278,770	278,770	0	0.00%
PARKS AND REC.-FACILITIES MAINT.	1,302,076	1,312,561	10,485	0.81%
PARKS AND REC.-GROUNDS MAINT.	125,295	128,795	3,500	2.79%
PARKS AND REC.-SECURITY	49,213	59,384	10,171	20.67%
DEBT SERVICE	1,924,875	1,986,719	61,844	3.21%
FUND BALANCE PROJECTS		0	0	
TOTAL	37,472,623	38,026,723	554,100	1.48%



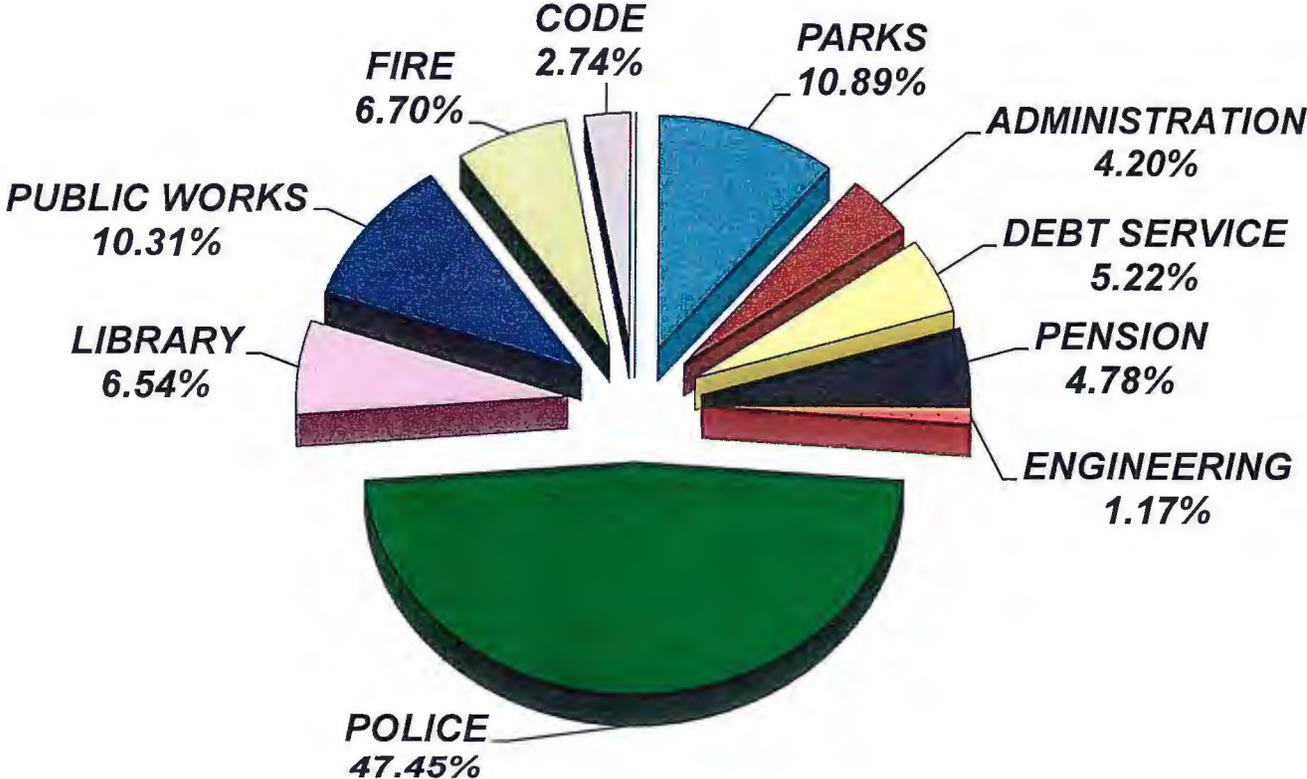
**Budgeted Position Comparison:**

	Salary		Per Diem		Elected		Police	
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Commissioners					15	15		
Administration	7	7	1	1				
Tax Office					1	1		
Police	21	23					92	92
Finance	5	5						
Code	7	7						
Engineering	3	4						
CDBG	1	1						
Highway	7	7	23	23				
Vehicle Maintenance	2	2	5	5				
Fire	4	4						
Library	23	23						
Parks	15	15	10	10				
WWTP	5	5	12	12				
Refuse	4	4	22	22				
<b>Total</b>	<b>104</b>	<b>107</b>	<b>73</b>	<b>73</b>	<b>16</b>	<b>16</b>	<b>92</b>	<b>92</b>



# 2017 Expenses by Department

## Total Expenses \$38,026,723





**TOWNSHIP OF ABINGTON  
COMPARATIVE OF DEPARTMENT EXPENDITURES VERSUS REVENUES  
BUDGET YEAR-2017 GENERAL FUND**

5-Oct-16

	EXPENDITURES	REVENUES	REV AS A % OF EXP.
ADMINISTRATION	3,416,330	2,046,000	60%
POLICE	18,041,104	919,000	5%
CODE ENFORCEMENT	1,043,759	895,000	86%
ENGINEERING	445,277	135,000	30%
CDBG	0	0	
PUBLIC WORKS	3,920,585	142,000	4%
FIRE SERVICES	2,549,216	2,382,000	93%
LIBRARY	2,482,004	0 (1)	0%
PARKS & REC.			
ADMINISTRATION	904,662	26,000	3%
ALVERTHORPE	219,010	85,000	39%
ARDSLEY	250,222	220,000	88%
PENBRYN/CRESTMONT	287,474	330,000	115%
BRIAR BUSH	700,851	235,000	34%
ACTIVITIES/SPECIAL PROGRAM	278,770	320,000	115%
FACILITIES MAINT	1,312,561	10,500	1%
GROUND MAINT	128,795	0	0%
SECURITY	59,384	0	0%
TOTAL PARKS	4,141,729	1,226,500	30%
R.E. TAXES - (NET)	0	11,513,000	
BUSINESS TAXES	0	7,715,000	
EARNED INCOME TAX	0	7,600,000	
DEED TRANSFER	0	1,100,000	
FRANCHISE FEE	0	1,280,000	
FUND BALANCE	0	0	
DEBT SERVICE	1,986,719	0	0%
ALL OTHER REVENUE	0	917,373	
UNFUNDED DIFFERENCE	0	155,850	
TOTAL	\$38,026,723	\$38,026,723	

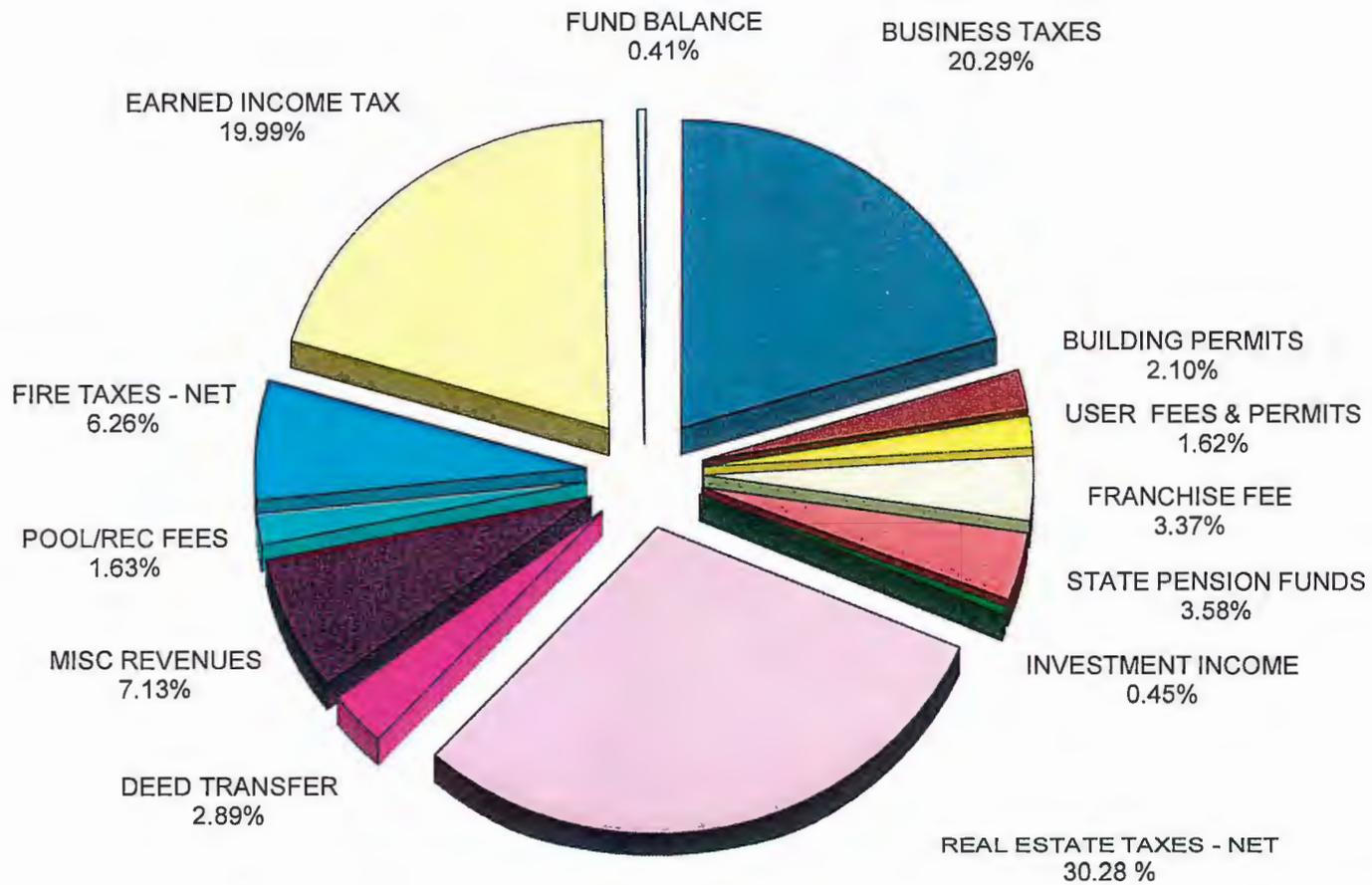
(1) - LIBRARY OTHER REVENUES \$300,792

ADMINISTRATION REVENUES=STATE REIMB. PENSION PLAN AND REFUNDS-(INSURANCE DIVIDEND)  
BUS SHELTERS



# General Fund Revenues - 2017

## Total Revenues \$38,026,723





**BUDGET OVERVIEW**

**GENERAL FUND**

**PRELIMINARY**

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<b>BUDGET</b>	34,349,008	33,130,349	32,132,858	32,341,194	33,905,619	32,992,305	34,304,004	36,138,764	36,646,779	37,472,623	38,026,723
<b>** FUND BALANCE</b>	-3,225,000	-1,462,493	795,352								
	31,124,008	31,667,856	32,928,210	32,341,194	33,905,619	32,992,305	34,304,004	36,138,764	36,646,779	37,472,623	38,026,723
<b>% INC./(DEC.)</b>	5.46%	1.75%	3.98%	-1.78%	4.84%	-2.69%	3.98%	5.35%	1.41%	2.25%	1.48%

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2017 PROJECTED REVENUES	38,026,723
2017 PROJECTED EXPENDITURES	38,026,723
<b>DIFFERENCE - SURPLUS/(DEFICIT)</b>	<u><u>0</u></u>

\*\* CAPITAL PROJECTS FUNDED FROM FUND BALANCE



**TOWNSHIP OF ABINGTON  
2017 REVENUE BUDGET  
GENERAL OPERATING FUND**

5-Oct-16

REVENUE SOURCE	2017 EST.	2016 12 MO PROJ	Collected as 9/30/2016	2016 BUDGET	2015 ACTUAL	2014 ACTUAL	2013 ACTUAL	2012 ACTUAL	2011 ACTUAL	2010 ACTUAL	2009 ACTUAL	2008 ACTUAL
4000 REAL ESTATE TAX FACE	11,823,000	11,823,000	11,618,826	11,833,461	11,186,791	11,154,520	11,123,757	11,116,182	10,480,816	10,482,499	10,245,847	10,204,480
4001 DISC. ON REAL ESTATE TAXES	(206,000)	(205,524)	(205,524)	(207,000)	(196,226)	(197,856)	(196,166)	(195,405)	(183,206)	(182,032)	(178,747)	(172,821)
4002 REAL ESTATE TAX PENALTY	16,000	16,000	7,019	18,000	15,158	17,910	18,961	16,363	16,557	34,426	31,712	39,956
4005 REAL ESTATE TAX INTERIMS	5,000	51,000	50,974	1,000	17,204	24,375	(9,911)	11,839	2,859	8,096	14,090	14,608
4020 EST R.E TAXES TO BE LIENED	(125,000)	(125,000)	0	(125,000)	0	0	0	0	0	0	0	0
4027 PRIOR YEAR TAX SETTLEMENT	0	121,863	121,863	0	15,404	281	0	0	0	0	0	0
4030 R.E. ASSESSMENT APPEAL REFUNDS	0	(51,000)	(50,585)	0	(3,917)	(3,990)	0	(67,293)	0	0	(281)	(4,330)
4050 FIRE TAXES	2,444,000	2,444,000	2,401,915	2,429,900	2,153,342	2,147,128	2,141,198	1,966,191	1,971,025	1,971,356	1,892,348	1,751,863
4051 DISC. ON FIRE TAXES	(43,000)	(42,634)	(42,634)	(41,000)	(36,841)	(37,137)	(36,821)	(33,277)	(33,164)	(32,988)	(31,673)	(28,440)
4052 FIRE TAX PENALTY	3,000	3,000	1,392	4,000	2,787	3,308	3,486	2,753	2,977	6,212	5,597	6,575
4055 FIRE TAX INTERIMS	3,000	10,500	10,387	2,000	2,479	4,344	(569)	1,696	418	1,262	1,066	1,730
4070 RESERVE FOR FIRE TAX LIENS	(25,000)	(25,000)	0	(25,000)	0	0	0	0	0	0	0	0
4075 FIRE TX ASSMNT APPEAL	0	(9,499)	(9,499)	0	(754)	(663)	0	(12,352)	0	0	0	(744)
4100 DELINQUENT TAXES-PRIOR YEARS	163,000	158,500	136,033	158,500	139,432	211,358	191,463	180,239	176,502	224,597	227,009	169,920
4190 REAL ESTATE TAX REFUNDS	0	0	0	0	0	0	0	0	0	0	0	0
4191 PAYMENT IN LIEU OF	700	731	731	600	666	619	794	588	620	492	1,903	392
4200 CONTRACTOR REGISTRATION FEE	25,000	27,000	26,250	25,000	24,375	27,200	24,450	23,825	23,650	26,325	51,025	63,775
4201 TREE PERMITS	30,000	31,000	32,075	30,000	61,846	14,708	21,888	34,736	22,948	33,050	32,275	42,900
4230 FIRE INSPECTION FEES	25,000	25,000	23,925	30,000	47,730	29,260	34,327	37,414	30,450	23,701	23,140	16,230
4300 MERCANTILE TAXES	2,200,000	2,250,000	2,234,047	2,100,000	2,096,943	1,912,242	2,021,576	1,888,011	1,714,136	1,634,353	1,742,931	1,996,375
4305 BUSINESS PRIVILEGE TAX	4,350,000	4,400,000	4,384,669	4,250,000	4,377,478	4,256,854	4,265,295	4,019,620	4,238,348	3,686,610	4,205,031	3,919,991
4307 BUSINESS TAX AUDITS	50,000	65,060	65,060	50,000	26,244	93,631	0	0	0	0	0	0
4310 LOCAL SERVICE TAX	1,215,000	1,215,000	684,097	1,215,000	1,463,269	1,215,816	1,210,073	1,265,070	1,150,979	1,161,977	1,179,887	1,116,451
4312 BUSINESS TAX REFUNDS	(100,000)	(100,000)	(80,713)	(100,000)	(123,847)	(96,882)	(158,802)	(160,468)	(84,296)	(81,406)	(63,261)	(46,185)
4315 EARNED INCOME TAX	7,600,000	7,600,000	4,518,154	7,500,000	7,918,305	7,328,892	7,969,308	6,980,107	6,674,736	6,312,213	6,515,532	6,676,518
4320 DEED TRANSFER TAX	1,100,000	1,100,000	870,464	1,000,000	1,104,366	1,341,614	1,152,768	1,248,425	723,992	810,840	871,410	1,086,625
4321 BEVERAGE LICENSES	12,000	13,250	13,250	12,000	11,300	12,900	14,250	11,100	12,900	13,420	12,100	11,700
4325 BUILDING PERMIT FEES	800,000	900,000	891,391	760,000	1,413,996	826,223	734,214	848,443	772,927	710,721	1,049,709	754,737
4326 FINES- CODE VIOLATIONS	0	0	30	0	0	0	0	1,500	0	0	10	0
4330 PLUMBING FEE	70,000	80,000	79,741	70,000	126,382	74,638	71,510	65,961	66,382	73,801	55,966	49,370
4340 ENGINEERING PERMIT FEES	125,000	200,000	199,119	120,000	241,170	136,241	183,886	129,323	123,919	201,099	193,358	90,996
4341 REAL ESTATE REGISTRY FEE	10,000	10,000	8,720	10,000	11,000	10,685	11,415	9,790	8,462	8,945	9,200	25,040
4345 FRANCHISE FEES	1,280,000	1,282,368	643,924	1,260,000	1,253,829	1,213,520	1,180,279	1,114,120	1,052,289	987,974	895,016	822,779
4350 FINES & FORFEITURES	180,000	180,000	112,187	200,000	179,474	199,138	215,010	239,071	238,166	233,994	232,378	281,784
4360 INTEREST ON INVESTMENTS	170,000	170,000	137,087	165,000	168,413	189,733	174,428	155,419	138,445	161,949	225,048	459,470
4368 UNREALIZED GAIN/LOSS	0	0	0	0	3,289	0	0	0	0	0	0	0
4370 RENT ON PROPERTY	715,000	715,000	502,849	715,000	676,024	534,229	520,791	537,136	488,453	477,802	474,435	428,180
4375 UTILITY REALTY TAX	35,000	35,000	0	36,000	34,181	37,595	35,979	36,736	36,455	38,230	37,624	33,561
4376 STATE/COUNTY SNOW REIMB.	90,000	90,000	19,720	94,000	288,527	11,776	74,708	72,201	69,683	67,440	65,854	64,880
4400 RECYCLABLE MATERIALS	5,000	5,000	3,296	3,000	16,054	6,532	3,353	6,253	4,135	5,693	2,958	2,917



**TOWNSHIP OF ABINGTON  
2017 REVENUE BUDGET  
GENERAL OPERATING FUND**

5-Oct-16

REVENUE SOURCE	2017 EST.	2016 12 MO PROJ	Collected as 9/30/2016	2016 BUDGET	2015 ACTUAL	2014 ACTUAL	2013 ACTUAL	2012 ACTUAL	2011 ACTUAL	2010 ACTUAL	2009 ACTUAL	2008 ACTUAL
4410 PARKING VIOLATIONS	40,000	40,000	23,895	40,000	46,505	39,555	37,310	47,355	59,340	56,849	56,960	37,210
4411 PARKING METER COINS	45,000	45,000	32,901	45,000	45,775	42,833	45,171	48,815	47,355	46,827	46,043	42,796
4412 DEA TASK FORCE	153,273	125,000	86,123	146,000	215,060	21,926	40,317	107,160	59,236	52,812	90,768	31,727
4413 ALARM FEES	20,000	21,000	16,750	21,000	20,880	17,050	18,350	19,435	12,350	0	0	0
4414 RED LIGHT CAMERA	50,000	47,000	26,961	50,000	60,567	267,734	0	0	0	0	0	0
4415 POLICE REPORTS	55,000	55,000	50,945	57,000	68,617	64,495	53,235	55,950	44,740	39,255	38,420	40,100
4416 POLICE REIMBURSABLE OVERTIME	160,000	160,000	76,099	160,000	189,174	166,745	160,335	150,868	165,335	140,555	142,641	149,144
4417 VIDEO ARRAIGNMENT	110,000	120,000	92,453	120,000	127,434	124,269	119,856	91,403	101,411	45,684	33,648	34,415
4418 TRAINING CENTER RENTAL	5,000	5,500	5,200	5,000	4,700	2,810	5,030	2,800	10,048	2,507	11,938	7,475
4420 INSURANCE CLAIMS	50,000	50,000	25,534	50,000	94,701	68,374	54,016	62,061	57,948	60,652	72,953	27,927
4421 RO #2	100,900	100,900	50,452	100,900	0	0	0	0	0	0	0	0
4425 RECREATIONAL FACILITIES	290,000	285,000	150,526	286,000	278,793	260,827	266,826	204,279	232,863	236,440	231,428	242,834
4426 SWIMMING POOLS	330,000	305,000	304,035	340,000	327,503	334,791	355,943	376,037	357,084	362,681	328,870	313,694
4427 PARKS & REC. SPEC. EVENTS	320,000	320,000	253,875	300,000	326,767	306,588	271,162	265,260	259,839	255,291	248,006	266,368
4429 COBRA REIMBURSEMENT	50,000	50,000	40,269	50,000	49,153	46,792	69,207	67,345	77,379	45,308	34,189	0
4430 REFUNDS	650,000	650,000	566,693	650,000	508,360	617,461	546,998	526,881	893,770	493,662	772,209	526,096
4432 STATE REIMB.-PENSION PLANS	1,363,000	1,491,000	1,491,754	1,344,846	1,344,846	1,312,839	1,316,798	1,223,030	1,874,804	1,112,786	1,091,677	1,105,656
4433 PROCEEDS FROM VEHICLE LOANS	0	0	0	0	0	0	10,500	0	0	0	0	0
4435 ABINGTON/CHELTENHAM TRANSIT BUS	0	0	0	0	0	0	0	0	0	37,642	43,297	38,078
4436 POLICE PENSION CONTRIBUTION-OFFICERS	0	0	0	0	0	0	0	0	352,263	338,479	347,982	0
4437 BUS SHELTERS	33,000	33,000	27,500	33,000	33,000	33,000	33,000	33,000	48,000	48,000	48,000	49,985
4475 GRANTS - STATE	0	0	0	0	0	70,244	246,040	339,067	0	0	0	0
4480 COUNTY GRANTS	0	0	0	0	0	0	0	0	24,986	0	0	0
4915 PENNDOT EDGEHILL/TYSON PROJECT	0	381,135	381,135	0	642,664	104,784	124,583	254,222	526,226	54,064	92,452	95,216
4919 MERCK GRANT REIMBURSEMENT	0	0	0	0	0	0	0	0	20,918	0	0	0
4920 FED AID BRIDGE REIMB SUSQUEHANNA	0	0	0	0	0	0	30,834	640,134	30,299	0	0	0
4433 PROCEEDS 2005 BOND ISSUE	0	0	0	0	0	0	0	0	0	0	0	0
4360 INTEREST INCOME 2005 BOND	0	0	0	0	0	0	0	0	0	0	0	0
4433 PROCEEDS 2012 BOND ISSUE	0	0	0	0	0	0	0	3,000,000	0	0	0	0
4433 PROCEEDS 2014 BOND ISSUE	0	0	0	0	0	4,150,000	0	0	0	0	0	0
4999 FUND BALANCE FORWARD	155,850	0	0	69,416	0	0	0	0	0	0	0	0
<b>TOTAL REVENUES</b>	<b>38,026,723</b>	<b>38,748,150</b>	<b>33,113,341</b>	<b>37,462,623</b>	<b>39,100,372</b>	<b>40,753,857</b>	<b>36,802,409</b>	<b>39,066,420</b>	<b>35,198,755</b>	<b>32,532,144</b>	<b>33,751,979</b>	<b>32,890,005</b>





**Tax Collector/Treasurer**  
**Jay Blumenthal**

**ABINGTON TOWNSHIP**  
**BOARD OF COMMISSIONERS**

**Committees**

- Public Works
- Code Enforcement
- Public Safety
- Public Affairs
- Finance
- Personnel
- Township/School Liaison
- Pension
- Community Policing

**Solicitor**  
**Michael Clarke**

**Township Manager**  
**Michael LeFevre**

**Engineer**  
**Michael Powers**

**Library Board of Directors**

**Assistant Township Manager**  
**Tara Wehmeyer**

**Administrative Assistant**  
**Ashley Clarke**

**Human Resources Coordinator**  
**Kris Willard**

**Administrative Assistant**  
**Maria Wyrsta**

**Chief of Police**  
**William J. Kelly**

**Director of Code Enforcement**  
**Lawrence T. Matteo**

**Finance Director**  
**Kevin Barron**

**Director of Parks & Recreation**  
**Douglas J. Wendell**

**Director of Libraries**  
**Nancy Hammeke Marshall**

**Director of Community Development**  
**Van Strother**

**Director of Waste Water Treatment**  
**George Wrigley**

**Director of Public Works**  
**Ed Micciolo**

**Fire Marshal**  
**Kenneth J. Clark**

**Volunteer Boards:** Planning Commission; Zoning Hearing Board; Commercial Economic Development Committee; Civil Service Commission; Fire Board; Environmental Advisory Council; Community Relations Committee; Historic Preservation Committee; Human Relations Commission; Industrial Development Authority; Shade Tree Commission; Abington Housing Development Corp.; Library Board; Citizen Support Council.



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: ADMINISTRATION

PROGRAM: COMMISSIONERS

PROGRAM #001

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5025	Commissioners	Annual remuneration for Township Commissioners 15 @ \$5,000 = 75,000	75,000	75,000
5110	Social Security	Employers expense for FICA taxes on wages earned	5,738	5,738
5301	Association Dues and Convesntions	Convention/Seminars	2,800	4,000
		Government Day Luncheon 500 Scout Day Luncheon <u>500</u>	1,000	1,000
		Martin Luther King Celebration	350	350
		Subscription - Penna. League of Cities/PSATC Year Book	350	350
		PSATC Dues	3,100	3,300
		Montg. Co. Assoc. Twp. Comm. Dues	<u>350</u>	<u>350</u>
			7,950	9,350

# MANAGER'S OFFICE

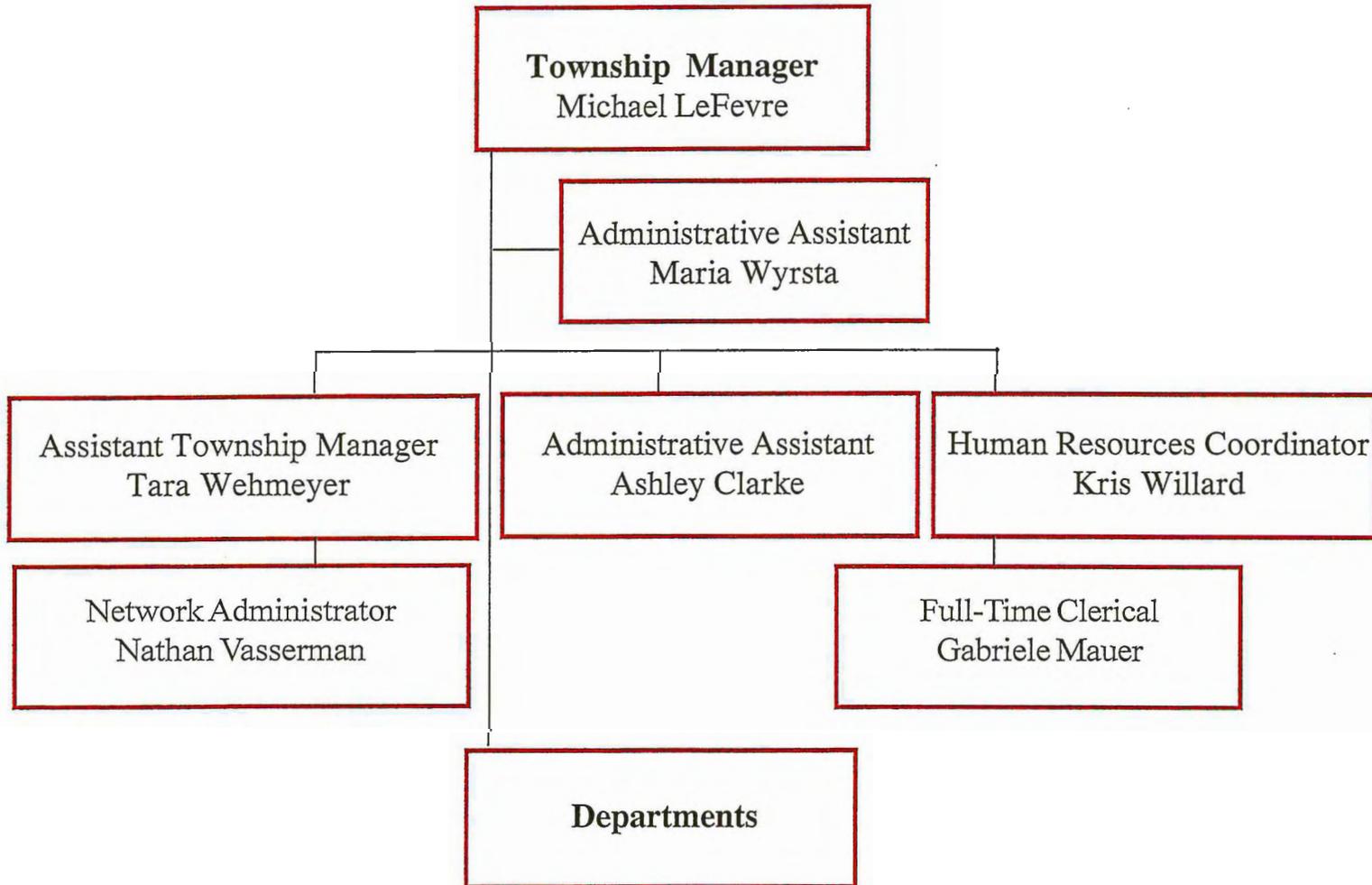
## GOAL:

To implement legislative policy direction from the Board of Commissioners into administrative action through the management of organizational resources.

## OBJECTIVES:

- Assist in the policy development process by providing Staff support to the Board and Committee meetings;
- Provide day-to-day direction to the Township's nine departments;
- Coordinate the Annual Budget decision-making process and manage its implementation;
- Administer Human Resource services, including negotiation of labor contract disputes;
- Provide Staff to the Commercial Economic Development program;
- Administer computer network services;
- Public Information
  - Promulgation of Annual Report/Calendar and Electronic Newsletters
  - Coordinate programming of information on Channels 43 and 24, and the Website
  - Liaison to the Press
  - Respond to citizen inquiries and complaints
  - Respond to "Right-to-Know" requests
- Intergovernmental coordination with Tax Collector, Library, School Board, County, State, Penn State, Hospitals, Chamber of Commerce, and Community Groups;
- Represent the Township as a member of DVIT and DVHIT (Insurance and Health Insurance); the Montgomery County Consortium; and the Pennsylvania Stormwater Coalition.

# Administration - 2017





2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: ADMINISTRATION

PROGRAM: SECRETARY/MANAGER

PROGRAM #002

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salaries	Township Manager	169,633	173,209
		Office Manager	55,444	60,000
		Administrative Assistant	47,495	48,496
		Assistant Manager	79,763	81,445
		Human Resource Coordinator	63,648	64,991
		Clerical - Human Resources	<u>54,391</u>	<u>55,538</u>
			470,374	483,679
5020	Wages - Part-time	Receptionists 35,650		
		Minutes Secretary 14,350		
		Transcription - Meetings: Board, Code, Safety, Planning, Pension Public Works, Public Affairs, Finance	49,000	50,000
5100	Longevity	Manager 0		
		Administrative Assistant 0		
		Administrative Assistant 1,850		
		Assistant Manager 1,900		
		Human Resource Coordinator 1,750		
		Clerical-Human Resources 2,050	7,350	7,550
5110	Social Security	Social Security	40,813	41,934
5111	Medical Benefits	Medical Benefits	122,468	116,795
5112	Life Insurance	Life Insurance	1,693	1,741
5113	Disability Insurance	Disability Insurance	941	967
5115	Deferred Compensation	Contribution for manager as required by contract 4%	6,785	6,928
5234	Training	Professional in-house training of administrative staff	3,000	3,000
5235	Codification	Updating Code Books	8,000	12,000
5238	Calendar	Annual Report/Calendar	18,500	19,000
5299	Contingency	Regular Reserve	231,000	100,000
		<u>2016</u> <u>2017</u>		
		100,000    100,000		
		131,000      0		



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: ADMINISTRATION

PROGRAM: SECRETARY/MANAGER

PROGRAM #002

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5305	Contracted Services	Elevator Service Agreement	1,200	1,200
		Elevator Certification	250	250
		Hydraulic Lift	120	120
		Generator	2,200	2,400
		UPS 7-day - 24 hr Service	5,850	6,100
		Fire Alarm Testing	2,600	2,600
		Fire Alarm Maintenance	1,000	1,000
		Sprinkler System Testing	1,000	1,000
		Sprinkler Maintenance	500	500
		Automatic Doors & Maint	1,000	1,000
		Fire Ext testing/Maint	500	500
		Comcast Cable Fee	100	315
		Panic Button	<u>220</u>	<u>220</u>
			16,540	17,205
5306	Postage	U.S. Mail based on current year's Usage	37,500	39,000
		Overnight/UPS	2,000	2,000
		Fees/Permits	1,500	1,600
		Postage Supplies and Meter Chip	<u>1,000</u>	<u>1,000</u>
			42,000	43,600
5307	Telephone	Mobile Phones	1,800	1,500
		Verizon-Conduit Rental @ 83.33 p/month	900	900
		Access Feature	800	600
		PAETEC	6,600	7,200
		Verizon	12,000	11,800
		ESP-Service Agreement	<u>3,900</u>	<u>4,000</u>
			26,000	26,000
5340	General Expenses	Contributions to Twp. special events such as Mileage Reimb Manager	800	800
		Glenside July 4 parade	750	750
		Town Watch Council	350	350
		Retirement Gifts - Employees	1,500	2,000
		Environmental Council Supplies	300	300
		Cell Towers Real Estate Taxes	4,000	4,200
		Income Received 50,000		
		Holiday Function	2,500	2,500
		Shade Tree Commission	<u>1,000</u>	<u>6,000</u>
	11,200	16,900		
5900	Interdept. Allocation	Charge back to all depts. on a % of budget Gen. Adm. operating costs	-1,106,442	-1,115,479



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: ADMINISTRATION**

**PROGRAM: LEGAL SERVICE**

**PROGRAM #003**

<b>OBJECT CODE</b>	<b>ACCOUNT NAME</b>	<b>DESCRIPTION/JUSTIFICATION</b>	<b>2016 APPROVED BUDGET</b>	<b>2017 BUDGET REQUEST</b>
5200	Legal Services	Annual Retainer - Per Board covers all legal work by firm	105,000	105,000
5201	Legal Expense	Additional legal representation	105,000	93,540
		Est. 120 lien placements @ \$29.50		3,540
		Portnoff-Initial letter		
		DLQ Real Estate Taxes		
		300 x 50		
		(Offset in Revenues)		0
		Labor Attorney Arbitration	50,000	
		Colonade	0	
			40,000	
5202	Legal Assessment Appeals	Legal representation in tax assessment appeal hearings and professional appraisals	4,000	4,000
5205	Audit Services	Provides township with annual financial audit (Current contract runs thru 2017)	28,100	30,900
		Township		23,400
		Audit Projects		7,500
		(Tax Office Audit budgeted in 01-02-020-5205 \$4,000)		



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: ADMINISTRATION**

**PROGRAM: ECONOMIC DEVELOPMENT**

**PROGRAM #004**

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5238	Calendar/Brochure/ Directories	Brochures, business calendar, business directories, flyers, maps, video production, DVD duplication, business website development and hosting	2,000	2,000
5300	Office Materials & Supplies	Computer equipment, containers, ink and toner, machines, paper, software, storage, supplies	1,000	1,000
5301	Association Dues & Seminars	Books, Conferences, dues, meetings, memberships, subscriptions, training, trade show participation, webinars	400	400
5319	Professional Services	Designs, drawing, graphics, architectural and engineering services, cost analysis, economic analysis data collection, GIS and mapping work, ordinance and program development, survey, and planning	1,250	1,250
5340	General Expense	Advertisement, awards, batteries, badges, business cards, camera supplies, displays, field equipment, hardware, paint, printing, protection and safety supplies, signs, equipment repair, van upkeep and repairs	1,250	1,250
5400	Promotional Events	Township sponsored business, committee, community, and professional events including materials, supplies, hosting services, and contracted vendor services	8,000	8,000
5401	EDC Community Program	EDC Funds to assist businesses and community programs for Economic Development Revitalization	10,000	10,000



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: ADMINISTRATION

PROGRAM: COMPUTER

PROGRAM #005

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salaries	Network Administrator	69,204	70,663
5020	Wages-Part-time	Document Scanner	20,000	28,000
5041	Overtime	Compensatory Time-Filming	2,500	2,500
5100	Longevity	Longevity	1,650	1,700
5110	Social Security	Employers expense for FICA taxes on wages earned	7,015	7,869
5111	Medical Benefits	Medical Benefits	9,973	9,629
5112	Life Insurance	Life Insurance	249	254
5113	Disability Ins.	Disability Insurance	138	141
5234	Training	Professional in-house training of administrative staff	500	500
5305	Contracted Services	Computyme- Maintenance	7,000	7,000
		AMS Maintenance	1,850	1,850
		Vision Internet Hosting	6,600	7,000
		CityView	27,657	29,620
		Eden	37,500	38,500
		MEA Support	900	700
		Building Security Maint.	4,000	4,100
		Code Book	1,000	1,000
		ASCAP Music Agreement	700	700
		Swipe Card Maint.	500	500
		Computer Warranties	1,500	1,500
		Printer Contract	9,500	9,750
		Scanner Support	750	750
		Office365, Twp E2/K1 Plans	4,300	4,300
		Office365, Police E2/K1 Plans	10,000	10,000
		Pictometry Support	3,000	3,500
			116,757	120,770

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: ADMINISTRATION

PROGRAM: COMPUTER

PROGRAM #005

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5319	Professional Services	Emergency Consultant Services 1,500	1,500	1,500
		Tech. Development Service 1,500	1,500	1,500
		GIS Development 0	0	0
		Web Site Maint. <u>3,000</u>	<u>3,000</u>	<u>3,000</u>
			6,000	6,000
5322	Minor Equipment	Peripheral Equipment	1,000	1,000
		Desktops, approx. 15	9,750	9,750
		Laptops, approx. 4	3,500	3,500
		Monitors/Projector Equipment	1,500	1,500
		Computer Hardware	3,500	3,500
		Fax Equipment	1,000	1,000
		Tech Dev. Software	1,000	1,000
		Networking Equipment	1,000	1,000
		Backup Equipment	500	500
		Misc Parts & Supplies	<u>4,000</u>	<u>4,000</u>
			26,750	26,750
5900	Interdept Allocation	Admin	-15,637	-18,790
		Finance	-9,382	-9,395
		Tax	-9,382	-9,395
		Police	-135,641	-127,590
		Fire	-10,946	-14,092
		Code	-14,073	-17,224
		Refuse	-3,127	-3,132
		Engineering	-6,255	-6,263
		Public Works	-9,382	-14,092
		Parks	-32,838	-37,579
		Vehicle Maint.	-3,127	-3,132
WWTP	<u>-10,946</u>	<u>-14,092</u>		
			-260,736	-274,776



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: ADMINISTRATION

PROGRAM: MUNICIPAL BUILDING

PROGRAM #030

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5010	Wages-Hourly	Custodian	66,921	68,162
5041	Overtime	Overtime	300	300
5100	Longevity	Payment for years of service - Custodian	1,700	1,950
5110	Social Security	Social Security	5,272	5,387
5111	Medical Benefits	Medical Benefits	26,238	24,976
5112	Life Insurance	Life Insurance	241	245
5113	Disability Ins.	Disability Ins.	134	136
5308	Electric & Gas	Electric estimate based on current usage KWH 424,000 (\$39,000)  Gas estimate based on current usage of 11,327 CF (\$16,000),	60,000	55,000
5311	Water	Utility billing of water for Twp. Bldg. & Police based on current usage. - 4,700 Water Coolers 3 units 1,000 Sprinklers for Islands (8) 1,560 Sprinkler System for Municipal Building 1,100	9,300	8,360
5316	Uniforms	Cost to outfit custodian	475	475
5317	Building Maintenance	Monthly Exterminating 550 Rodent Calls/Other Visits 500 Maintenance Supplies 5,000 Window cleaning (3 per yr) 1,800 Heating/Air Conditioning & Emergency Repairs 8,000 Custodial Services 17,000	32,800	32,850
5318	Janitorial Supplies	Paper Towels 7,300 Toilet Tissue 5,100 Misc. Janitorial Supplies 4,000	16,320	16,400



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: ADMINISTRATION

PROGRAM: INSURANCE

PROGRAM #012

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5111	Hospitalization	<b>Hospitalization - Retiree health costs have been moved to Fund 05 - "Retiree Health Fund"</b>		
		Cobra - Participation in hospital, dental, prescription programs - Reimbursed by employees (offset by revenue)	55,000	50,000
		Quarterly Drug Testing/Employer requested medical evalutaions and Flu Shots. Expanded panel and drug tests for al lpart time 7 full time new hires.	17,000	17,000
		Pre-employment assessment testing	<u>5,000</u>	<u>5,000</u>
			77,000	72,000
5120	PA Unemployment	<b>PA Unemployment - Estimated costs under self-insured plan</b>	25,000	25,000
5215	General Insurance	<b>General Insurance</b>		
		DVIT insurance premium(est. w/ Rate Stabilization Fund)	495,582	532,041
		Reserve for deductible costs on claims and other misc. items	40,000	40,000
		Library Fidelity Bond-Paid to CNA Surety	100	100
		Annual Pension Contribution for Disability Recipients	<u>2,500</u>	<u>4,000</u>
			538,182	576,141
5900	Interdepartmental Allocation	<b>Workers Comp Insurance</b>	-450,000	-500,000
			<u>-495,582</u>	<u>-532,041</u>
			-945,582	-1,032,041
5913	Transfer to Workers Compensation	<b>Annual Costs of self-insured Workers Comp Est.</b>	450,000	500,000
		Claims and Insurance		



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: ADMINISTRATION

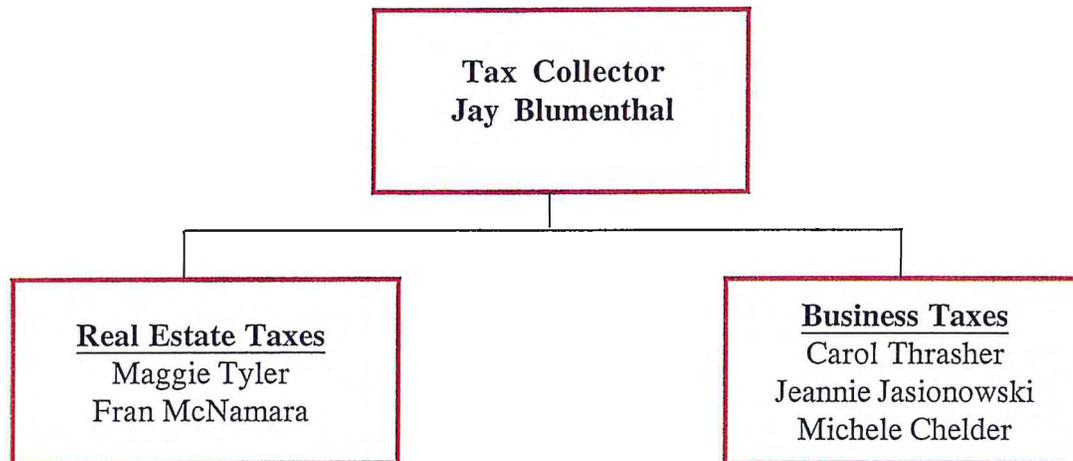
PROGRAM: MISCELLANEOUS

PROGRAM #013

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5116	Municipal	Funding requirements for Pension Plans:		
	Employees' Retirement	Police Plan 1,136,244		
		Employees Plan 672,666	1,921,287	1,819,490
		Employees Plan 10,580		
5231	Contributions	Annual Contributions		
		SPCA 1,000		
		Visiting Nurses 1,500		
		TTF Watershed 2,500	5,000	5,000
5305	Contracted Services	Second Alarmers Contract	37,350	37,350
5900	Interdept Allocation	Administrative Chargeback WWTP	(274,876)	(272,866)
		Pension Wastewater and Refuse	(21,316)	(19,373)
			(296,192)	(292,239)
5905	Transfer to Retiree Health	Transfer to Retiree Health	1,204,600	1,265,290
5907	Transfer to PI	Capital Projects	0	0



# Tax Office - 2017







**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: Tax Collector

PROGRAM: Real Estate Tax Collection

PROGRAM #020

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5025	Wage Expense - Treasurer	Payment for collection of Real Estate taxes	10,000	10,000
5110	Social Security	Social Security	765	765
5205	Audit Services	Cost of Annual Township Audit	4,000	4,100
5215	General Insurance	Bond - Public Official - Tax Collector based on duplicate 21M	1,955	2,000
5300	Office Materials & Supplies	Forms & Envelopes for the billing of Real Estate taxes	9,400	9,300
5305	Contracted Services	Collection Current year refuse fees and sewer rents as set by Board	12,000	12,000
5900	Interdepartmental Allocations	Computer Time	9,707	9,395
		Insurance	2,119	2,719
		Chargeback to Other Departments	<u>-370,481</u>	<u>-384,569</u>
			-358,655	-372,455



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: Tax Collector**

**PROGRAM: Act 511 Taxes**

**PROGRAM #021**

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5201	Legal Expense	Legal representation as pertains to business tax matters	10,000	10,000
5205	Audit Services	For independent audits on business tax account. This fee should be offset by additional business tax revenues.	20,000	20,000
5215	General Insurance	Public Officials – Act 511 – User fees (Miller Insurance)	1,700	1,700
5300	Office Materials & Supplies	For forms needed to collect Business Privilege, Mercantile, & OPT taxes	6,000	6,000
5305	Contracted Services	Provides for payment of collection of Act 511 taxes per agreement with Board  2017 Est Bus/Merc 6,500,000 x 2.5%= 162,500 LST Collection 1,237,500 x 2.0% = 24,750 EIT Collection 7,600,000 @ 1.39% = 105,640 Fee on Audit Filings of \$100,000 = 2,500 Tax Collection Committee Contribution - 1,200	282,835	296,590

# Police Department

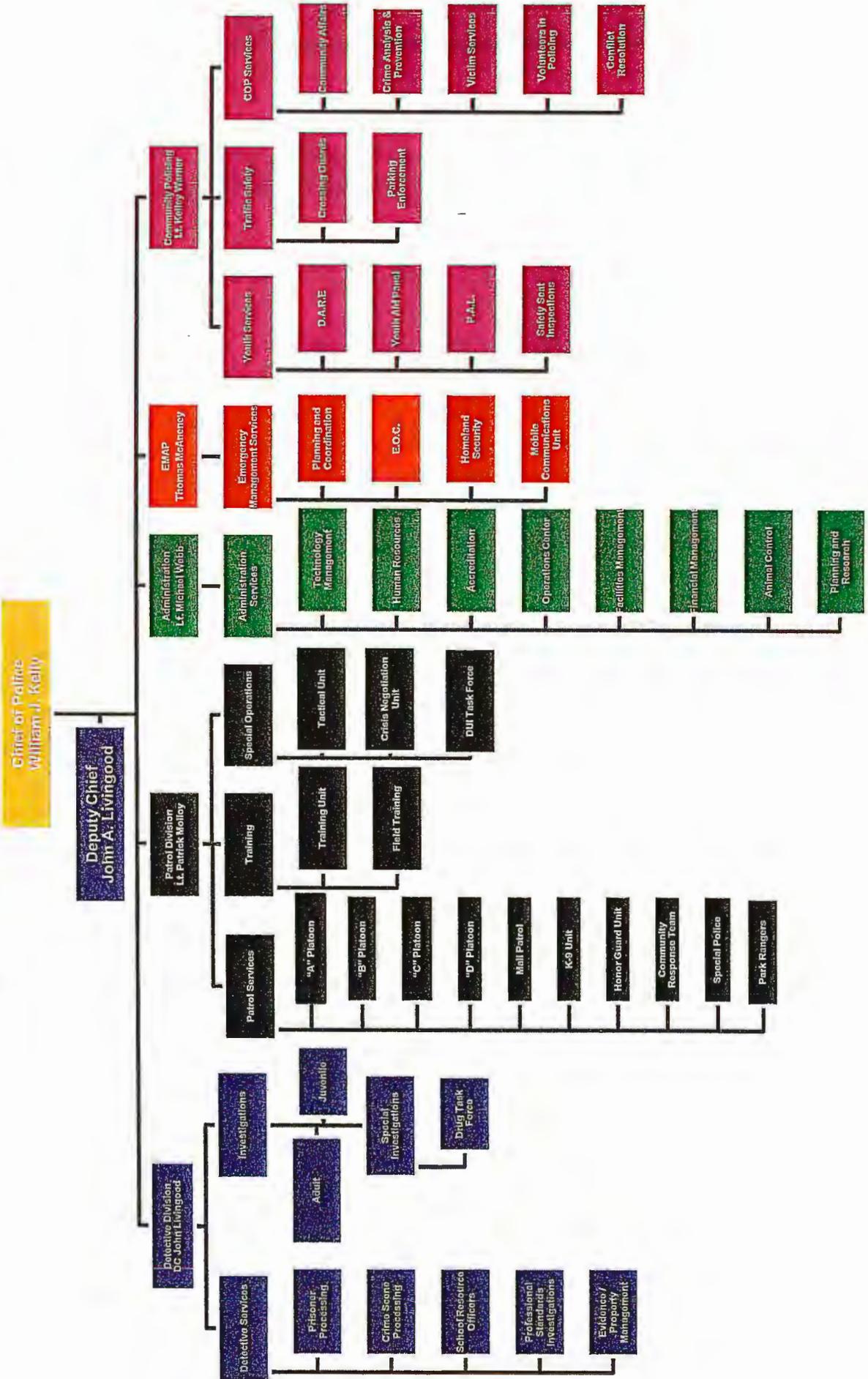
## Goal:

*To provide excellent Police service and to effectively protect the safety, property and quality of life for all citizens within Abington Township through law enforcement, criminal investigation and prosecution, as well as innovative safety, crime prevention and community policing programs.*

## Objectives:

- Respond quickly and effectively to critical incidents which threaten the safety of citizens within Abington Township.
- Maintain status as an accredited police agency by CALEA and PLEAC.
- Continue to fully staff the Operations Center.
- Continue to enhance the RMS system.
- Efficiently manage a budget of more than \$16 million and over 140 personnel.
- Ensure that our emergency service personnel maintain a high level of training to better enhance the public safety in Abington Township.
- Respond to calls for service 24 hours per day, 365 days a year, including crimes and other major threats to life and property.
- Deter crime and disorder, and the fear they create, through patrol, criminal investigation and prosecution, and through innovative crime prevention programs.
- Conduct special investigations, including undercover investigations and investigations involving other law enforcement agencies, to reduce drug sales and vice crime.
- Promote a safe school environment for children of our community through programs like School Resource Officers, DARE, Youth Aid Panel, and via partnerships with youth-oriented community organizations.
- Facilitate the safe, efficient movement of traffic and pedestrians as well as conduct an appropriate level of traffic law enforcement.
- Respond to and handle all animal complaints, as well as animal-related health issues.
- Receive, file and provide copies for accident, incident and crime reports that must be retained for 20 years.
- Respond effectively to incidents or threats of terrorism and other major threats to life and property, including natural disaster, hazardous materials incidents, etc.
- Utilize Community Policing to develop a partnership with the citizens and businesses that will assist in the attainment of the above-mentioned objectives in an effective, efficient manner.
- Maintain a level of technology and technological training sufficient to meet the demands of an increasingly computerized populace as well as to effectively investigate high-tech crimes.
- Maintain an effective presence on the Internet as a means of disseminating important information to the public. Utilize the efficiencies afforded by the Internet to increase the safety and convenience of the public.

# Abington Township Police Department



2017 BUDGET PROPOSAL  
PROGRAM SUMMARY SHEET

DEPARTMENT POLICE

PROGRAM #	PROGRAM NAME	2016 APPROVED BUDGET	2016 ACTUAL 9 MONTHS	2017 BUDGET REQUEST
040	POLICE ADMINISTRATION	571,006	445,456	594,158
041	SPECIAL POLICE	5,327	2,362	5,327
042	CIVIL SERVICE	0	0	35,000
043	PATROL ADMINISTRATION	1,984,029	1,574,852	2,011,140
044	PATROL DUTY	6,174,097	4,487,388	6,423,879
045	ANIMAL CONTROL	95,313	70,203	97,333
047	POLICE OPERATIONS	551,826	408,820	592,012
048	TRAFFIC SAFETY	677,272	476,637	685,218
049	K-9 UNIT	533,142	406,004	546,068
051	JUVENILE	554,837	422,764	563,452
053	DETECTIVE/INVESTIGATIONS	1,545,948	1,119,584	1,513,922
054	AUXILIARY SERVICES	462,992	303,228	398,444
055	RECORDS	407,834	302,878	408,149
056	TRAINING	80,000	32,999	80,000
057	EMERGENCY MANAGEMENT	111,858	75,593	113,254
058	SPECIAL TASK FORCE	299,194	233,037	306,203
060	COMMUNITY POLICING	464,790	376,396	503,377
061	CRIME PREVENTION	116,682	86,188	120,273
062	PUBLIC SAFETY TRAINING FACILITY	120,325	82,811	120,483
063	ACCREDITATION PROGRAM	54,353	43,041	55,290
064	DEA TASK FORCE	147,768	54,613	153,273
065	RED LIGHT CAMERA	23,582	15,677	23,582
091	SRO #2	128,154	98,480	131,532
	SUB-TOTAL	15,110,329	11,119,013	15,481,369
	INTERDEPT. ALLOC.	2,505,528	1,879,144	2,559,735
	TOTAL	17,615,857	12,998,157	18,041,104

DEPARTMENTAL PROGRAM OFFSET OF \$919,000 FROM PROGRAM REVENUES

2017 BUDGET PROPOSAL

PROG: POLICE ADMINISTRATION

PROGRAM # 01-04  
040

OBJECT NO	OBJECT NAME	2016 APPROVED BUDGET	2016 ADJUSTED BUDGET	2017 BUDGET REQUEST
5000	SALARY EXPENSE	64,539	64,539	65,900
5005	SALARY EXPENSE-POLICE	322,316	322,316	335,114
5042	OVERTIME	0	0	0
5100	LONGEVITY	13,408	13,408	14,298
5105	EDUCATION INCENTIVE	30,850	30,850	39,450
5110	SOCIAL SECURITY	7,497	7,497	7,799
5111	MEDICAL BENEFITS	69,036	69,036	65,978
5112	LIFE INSURANCE	484	484	597
5113	DISABILITY INSURANCE	422	422	436
5115	DEFERRED COMPENSATION	10,469	10,469	10,876
5234	TRAINING	4,250	4,250	4,250
5300	OFFICE MATERIALS & SUPPLIES	750	750	750
5301	ASSOCIATION DUES & SEMINAR	1,760	1,760	1,760
5305	CONTRACTED SERVICE	1,500	1,500	1,500
5307	TELEPHONE	28,500	28,500	29,925
5316	UNIFORMS	3,275	3,275	3,575
5319	PROFESSIONAL SERVICES	7,000	7,000	7,000
5322	MINOR EQUIPMENT	1,000	1,000	1,000
5323	GENERAL MATERIALS & SUPPLIES	650	650	650
5340	GENERAL EXPENSE	3,300	3,300	3,300
	SUB TOTAL	571,006	571,006	594,158
5900	INTERDEPT. ALLOCATION	2,505,528	2,505,528	2,559,735
	TOTAL	3,076,534	3,076,534	3,153,893

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: POLICE ADMINISTRATION

PROGRAM #040

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Level 8 Administrative Assistant	64,539	65,900
5005	Salary Expense-Police	Chief of Police (\$174,337) and Patrol Commander (\$135,452); includes (\$25,325) for compensatory time and holiday buy-back as per Lt's. Contract and Chief's agreement.	322,316	335,114
5100	Longevity	Payment for years of service Chief: \$6,974 / PC: \$4,424/ Admin.Asst.: \$2,900	13,403	14,298
5105	Education Incentive	Funded to cover the education incentive payment for college graduates, per Police contract.	30,850	39,450
5110	Social Security	Social Security	7,497	7,799
5111	Medical Benefits	Medical Benefits	69,036	65,978
5112	Life Insurance	Life Insurance	484	597
5113	Disability	Disability	422	436
5115	Deferred Compensation	Funded for deferred compensation plan as per Chief of Police contract.	10,469	10,876
5234	Training	Training for Police Lieutenants	4,250	4,250
5300	Office Materials & Supplies	Funded to cover cost of stationery products for Police Administration. Includes letterhead and envelopes. Plaques and certificates for Class 3 and above are also covered.	750	750
5301	Dues & Conventions	Funded to cover expenses incurred for membership and attendance to seminars, conventions, meetings and lectures for the Association of Chiefs of Police (three level and separate memberships — County, State and Federal); other planned memberships in civic and/or law enforcement organizations	1,760	1,760
5305	Contracted Service	Funded to cover the costs of maintenance, supplies and Xerox in the Police Administration Division.	1,500	1,500
5307	Telephone	Funded to provide emergency and administrative phone service to the Police Department. Also, funds cellular phone service and phone replacement, installation,	28,500	29,925

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: POLICE ADMINISTRATION

PROGRAM #040

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
		moving. Cable/ internet services, etc.		
5316	Uniforms	Funded to purchase uniforms for the Chief of Police (\$475) and P/C (\$475). Includes a clothing allowance for the Chief of Police (\$925) \$300 uniform maintenance as per contract. One body armor purchase at \$1,100.00. This increase is due to current cost of Body Armor.	3,275	3,575
5319	Professional Services	Funded to provide psychological, medical and other services to members of the Department as necessary. Also, includes financial profile reports for new recruits.	7,000	7,000
5322	Minor Equipment	Funded to purchase minor computer furniture and miscellaneous computer support equipment, such as toner cartridges, printer supplies, computer storage media, ribbon, etc.	1,000	1,000
5323	General Material & Supplies	Funded to cover costs of personnel equipment leather goods and additional necessary supplies for those assigned to Police Administration. Also, supplies replacement and supplemental badges and name plates.	650	650
5340	General Expenses	Funded to cover costs of Deer Park, Petty Cash, specialized books, pamphlets and periodicals which provide continual reference to significant changes in laws and police procedures. These include: PA Crimes Code, PA Vehicle Code, Rules of Criminal Procedure, PA Criminal Law Digest, Arrest Law Bulletin, Legal Defense Manual, Police Civil Liability, etc.	3,300	3,300
5900	Inter-Department Allocation	Computer Service	135,641	127,590
		Debt Service	6,060	6,084
		Insurance	269,180	319,309
		Workers' Comp.	252,828	250,245
		Finance	190,054	194,853
		Tax Office	165,725	172,742
		Administration	458,555	482,896
		Vehicle Maintenance	<u>1,027,485</u>	<u>1,006,016</u>
		TOTALS	2,505,528	2,559,735



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: POLICE

PROGRAM: SPECIAL POLICE

PROGRAM #041

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5234	Training	Budgeted to cover the cost of training materials and supplies for the Special Police Unit.	127	127
5316	Special Police Uniforms	Budgeted to uniform and equip newly recruited special police officers and to replace the worn uniforms and equipment of the established officers.	4,000	4,000
5340	General Expenses	Budgeted to fund special police-related supplies as needed and also to fund the annual Special Police banquet.	1,200	1,200



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: POLICE

PROGRAM: CIVIL SERVICE

PROGRAM #042

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5043	Overtime-Police Officers	Funded for overtime for Police Officers conducting: written, oral and physical agility exams.	0	0
5044	Overtime-Sergeants	Funded for overtime for Police Sergeants conducting: written, oral and physical agility exams.	0	0
5300	Office Materials & Supplies	Funded to cover the cost of materials and supplies for Civil Service Examinations. Included are the costs of booklets, stationery and advertising costs.	0	0
5305	Contracted Services	Funded to pay for promotional process for Police Lieutenant written examination and promotional assessment. It is anticipated that a Lieutenants' promotional examination will be administered in 2017.	0	35,000



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: POLICE

PROGRAM: PATROL ADMINISTRATION

PROGRAM #043

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Funded to cover wages for the Patrol assistant.	24,690	25,211
5005	Salary Expense-Police	Lieutenants (4) Sergeants (8), to supervise Patrol operations. Also contains \$22,119 representing "buy back" of holiday days for Patrol Lieutenants and \$25,558 representing compensatory time "buy back" for Patrol Lieutenants per Contract.	1,438,845	1,479,621
5044	Overtime -Sergeants.	Regular overtime for Patrol Administration. Annual Training as per police contract and supervisory training commitments.	43,577	43,577
5047	Overtime - Holiday Pay	Overtime for supervisory personnel assigned to Patrol Administration.	13,938	13,938
5100	Longevity	Payment for years of service.	43,703	45,162
5110	Social Security	Social Security	18,549	20,944
5111	Medical Benefits	Medical Benefits	337,992	318,943
5112	Life Insurance	Life Insurance	1,601	2,251
5113	Disability Insurance	Disability Insurance	2,284	2,643
5300	Office Supplies	Funded to provide routine and standard office supplies.	1,500	1,500
5305	Contracted Services	Funded to pay necessary, on-scene consultations such as crime scene issues and narcotics evidence disposal. Also pays for any Patrol-related service need that may arise. These could include (but are not limited to) towing of vehicles, specialized services related to marked vehicles, etc.	3,000	3,000
5307	Telephone	Funded to provide emergency and administrative phone service to the Police Department. Internet Service for iPad for Patrol Admin.	550	550
5316	Uniforms	Uniforms for 12 supervisors (Lt's. and Sgt's). Also includes an additional \$300 per supervisor for uniform maintenance as per contract. Also includes \$4,400 for 4 anticipated purchases of body armor, now fully funded by the Township as per contract. This increase is due to current cost of Body Armor. [50% of vest money may be refunded to Township by BVP (Bulletproof Vest Partnership) Grant]	14,100	14,100
5320	Equipment & Material Purchases-Major	Funded to cover the cost of police and tactical equipment, including office equipment.	15,000	15,000

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: PATROL ADMINISTRATION

PROGRAM #043

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
		<p>Used to purchase new weapons for newly hired police officers as well as replacement weapons for patrol officers and detectives. Also, used to replace Less Lethal weapons supplies and equipment including TASER.</p> <p>The cost of training as well as maintenance and repair of the TASER weapons will continue. The TASER's are currently out of warranty requiring the payment for repairs or the purchase of a new TASER if it is irreparable. The cost of maintaining the TASER's will require funds to replace cartridges and keep the TASER's in good working order.</p> <p>Used to purchase replacement doses of Narcan for Heroin overdoses. Projected to cost \$1,000 during</p> <p>Used to purchase equipment and supplies required to maintain Homeland Security recommendations in the event of a terrorist attack. Also used to purchase Bio Hazard supplies used for clean-up of bio-hazard spills and contamination.</p> <p>Used to supply Crisis Response Team with equipment and supplies necessary to safely and effectively negotiate with troubled residents.</p> <p>The departments Intoximeters Portable FST (portable breath tester for DUI stops) need to be calibrated annually.</p> <p>Also funds the replacement of Automated External Defibrillator (AED) supplies and repairs AED batteries and pads replacement costs have increased and projected to cost 4,000 during 2016. Also used to purchases Commendation ribbons and attachment devices, as well as replacement name badges and serving since bars. Used to purchase special functions pins such as K-9. FTO. etc.</p>		
5322	Minor Equipment	<p>Funded to cover the purchase of minor equipment for Patrol, including First Aid kits, replacement uniforms (damaged), fire extinguishers, accident investigation equipment, car openers, animal snares and weapons equipment. Also funds repairs to special locks in the Police Station. Also, police bicycle equipment, Honor Guard equipment and supplies, expandable batons, hearing protection, eye protection and other protective equipment.</p>	8,000	8,000

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: PATROL ADMINISTRATION

PROGRAM #043

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
		<p>Also used to purchase PBT's and PBT straws used for DUI detection, Tint meter devices, and Stinger Spike systems used to stop fleeing vehicles. Used for repair of minor equipment such as PBT's and tint meter and replacement spikes for Stinger Spike systems.</p> <p>Materials that must be issued to crime victims under mandate by the Commonwealth.</p> <p>Increase due to cost of Court Mandated in-car video duplication supplies. All DUI arrest videos must be provided to the District Attorney. Also to maintain weapon cleaning supplies; small electronic device repair, and patrol car trunk organizers.</p>		
5323	General Materials & Supplies	Funded to cover expendables used in the Patrol function, including plastic bags, body bags, First Aid supplies, flash/distraction devices, barricading banners, memory cards for digital cameras, plastic gloves, disposable gowns and disinfectant cleaning supplies, and OC pepper spray. Also used to purchase Roadway personal safety items such as flashlights, flashlight cones, reflective traffic vests and flares.	7,700	7,700
5328	Tactical Supplies	<p>Funded to cover expendables and small items used by APD Tactical unit. Used to purchase pepper ball ammo, distraction devices and supplies needed to maintain weapons in good working order.</p> <p>Also, used to purchase rifles for the patrol division.</p>	2,000	2,000
5330	Prisoner Expenses	Funded to cover costs of prisoner maintenance: food, clothing, medical attention, fumigation of cell block and extraordinary prisoner expenses (prisoner clothing, property bags).	5,000	5,000
5340	General Expense	Funded to provide food for Police and Special Police posted at special events and for repair of patrol equipment and retiree plaques.	2,000	2,000



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: PATROL DUTY

PROGRAM #044

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5005	Salary Expense - Police	Funded to staff Police Officers in Patrol function	4,496,923	4,798,669
5042	Overtime - Civilian	Funded overtime for Patrol Secretary	500	500
5043	Overtime - Police Officers	Regular overtime for Police Officers. Includes contract commitment for annual training.	167,500	167,500
5045	Overtime - Special Events	Reimbursable overtime for Police Officers.	115,000	115,000
5046	Overtime - Traffic Safety	Traffic safety overtime for Police Officers. Increased 3% to cover increase in officer's salary due to Arbitration Award.	49,790	51,284
5047	Overtime - Holiday Pay	Overtime pay for Police Officers. Includes the cost for July 4 <sup>th</sup> Fireworks & Parade coverage.	35,070	35,070
5100	Longevity	Funds longevity pay to Police Officers assigned to Patrol Duty as per Police Contract.	57,372	63,288
5106	Training - FTO's	Funded to pay training expertise bonus to Field Training Officers.	4,000	4,000
5110	Social Security	Social Security	71,389	75,912
5111	Medical Benefits	Medical Benefits	1,101,021	1,033,401
5112	Life Insurance	Life Insurance	6,237	9,180
5113	Disability Insurance	Disability Insurance	8,420	9,200
5316	Uniforms	Funded to provide uniforms to all Patrol Officers as per police contract, plus additional uniforms required to equip 2 new officers. Total cost of new hire is \$4,000. Also, includes ten anticipated purchases of body armor at a cost of \$1,100.00 per vest- now fully funded by the Township as per contract. 50% of vest money may be refunded to Township by BV <sup>2</sup> (Bulletproof Vest Partnership) Grant. In addition, an additional \$300 per officer in uniform maintenance as per contract. This increase is due to current cost of Body Armor.	57,375	57,375
5323	General Materials & Supplies	Funded to provide new and replacement leather and Department issued personal gear such as collapsible batons, firearm holsters, duty belts, .40 magazines and holders, handcuffs and cases, TASER holders, flashlights and holders, radio holders, etc. Officer equipment occasionally is damaged during foot pursuits of suspects. In addition, equipment wears down due to continued use. Replacement duty equipment must be on hand and immediately available to officers to ensure their safety while on patrol and to enable the officer to return to duty as soon as possible.	3,500	3,500



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: POLICE

PROGRAM: ANIMAL CONTROL

PROGRAM #045

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Animal Control Officer (1)	56,472	57,663
5042	Overtime - Civilians	Funded to provide necessary overtime for animal	1,000	1,000
5100	Longevity	Payment for years of service.	0	1,650
5110	Social Security	Social Security	4,397	4,614
5111	Medical Benefits	Medical Benefits	29,828	28,783
5112	Life Insurance	Life Insurance	203	208
5113	Disability Insurance	Disability Insurance	113	115
5305	Professional Services	Funded to provide emergency care to animals when the owner cannot be located or veterinary assistance when rabies tests are required and transported to veterinarians and the owner cannot be located.	2,500	2,500
5316	Uniforms	Funded to provide uniforms for Animal Control	400	400
5323	General Materials & Supplies	Funded to purchase small animal traps, animal foods, muzzles, cleaning supplies and maintenance of kennel.	400	400

2017 BUDGET PROPOSAL

PROG: POLICE OPERATIONS

01-04  
PROGRAM # 047

OBJECT NO	OBJECT NAME	2016 APPROVED BUDGET	2016 ADJUSTED BUDGET	2017 BUDGET REQUEST
5000	SALARY EXPENSE	285,116	285,116	295,841
5020	WAGES EXPENSE-PART-TIME	71,000	71,000	85,075
5042	OVERTIME-CIVILIAN	14,000	14,000	14,350
5047	OVERTIME-HOLIDAY PAY	5,000	5,000	5,000
5100	LONGEVITY	4,300	4,300	4,400
5110	SOCIAL SECURITY	29,025	29,025	30,957
5111	MEDICAL BENEFITS	109,039	109,039	121,982
5112	LIFE INSURANCE	1,026	1,026	1,065
5113	DISABILITY INSURANCE	570	570	592
5300	OFFICE MATERIALS & SUPPLIES	500	500	500
5305	CONTRACTED SERVICES	16,000	16,000	16,000
5316	UNIFORMS	1,750	1,750	1,750
5322	MINOR EQUIPMENT	13,500	13,500	13,500
5323	GENERAL MATERIALS & SUPPLIES	1,000	1,000	1,000
	SUB TOTAL	551,826	551,826	592,012
	TOTAL	551,826	551,826	592,012

**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: POLICE

PROGRAM: POLICE OPERATIONS CENTER

PROGRAM #047

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Information Specialist (4) includes additional increase due to results of regional salary survey of surrounding departments.  Information Specialist Manager (1)	285,116	295,841
5020	Wage Expense - Part-Time	Part-Time Information Specialist. Increase due to 2.5% cost of living and results of regional salary survey of surrounding departments.	71,000	85,075
5042	Overtime – Civilian	Overtime for Information Specialists. Increase due to 2.5% cost of living.	14,000	14,350
5047	Overtime - Holiday	Funded to cover overtime for premium holidays as per salaried employees' Manual.	5,000	5,000
5100	Longevity	Payment for years of service	4,300	4,400
5110	Social Security	Social Security	29,025	30,957
5111	Medical Benefits	Medical Benefits	109,039	121,982
5112	Life Insurance	Life Insurance	1,026	1,065
5113	Disability Insurance	Disability Insurance	570	592
5300	Office Supplies	Routine office supplies for Information Center	500	500
5305	Contracted Services	Includes funding to cover costs of Modems for Patrol Vehicles. 27 vehicles @ \$45.00 per month-per modem.  **These costs are no longer funded by the Montgomery County Public Safety Dept.**	16,000	16,000
5316	Uniform Expense	Uniforms for Full- Time Information Specialists (4), Manager (1) and part-time employees.	1,750	1,750
5322	Minor Equipment	Funds ongoing replacement of communications equipment. This includes: speaker/microphones for portable police radios. Leather cases and batteries for portables. We replace one-third of the portable batteries each year. Also funds replacement of cellular telephones.	13,500	13,500

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: POLICE OPERATIONS CENTER

PROGRAM #047

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5323	General Materials and Supplies	<p>Purchases replacement parts for in-car computer system (MDT's) such as keyboards, monitors and wires as well as in-car camera systems. Used to purchase patrol vehicle GPS antennas.</p> <p>Funds repair of police portable radios.</p> <p>Also funds license for pre-employment testing and furniture for office.</p> <p>Current responsibilities continue to remain a part of the Operations Center since the transition to County Radio which require operational dispatch stations, computers used by Operations Center personnel, and color monitors. All of this equipment is used to perform many different job tasks in the Operations Center.</p> <p>This line item is used to maintain the equipment in the Operations Center including but not limited to chairs and dispatch console equipment that is used 24 hours a day, 7 days a weeks by 2-3 people daily. It is also used to maintain portable printer and other related accessories needed for the communications center's to be utilized as a back-up site in the event County radio encounters any problems.</p> <p>Also is used to purchase individual UPS for the operation center consoles as a secondary backup to the buildings UPS.</p>	1,000	1,000

2017 BUDGET PROPOSAL

PROG: TRAFFIC SAFETY

PROGRAM #

01-04  
048

OBJECT NO	OBJECT NAME	2016 APPROVED BUDGET	2016 ADJUSTED BUDGET	2017 BUDGET REQUEST
5000	SALARY EXPENSE	94,541	94,541	96,535
5005	SALARY EXPENSE-POLICE	191,216	191,216	198,690
5020	WAGES EXPENSE-PART-TIME	229,384	229,384	229,384
5042	OVERTIME	3,000	3,000	3,000
5043	OVERTIME - POLICE OFFICER	11,354	11,354	11,354
5047	OVERTIME-HOLIDAY	1,307	1,307	1,307
5100	LONGEVITY	8,033	8,033	10,156
5110	SOCIAL SECURITY	28,206	28,206	28,604
5111	MEDICAL BENEFITS	90,092	90,092	84,815
5112	LIFE INSURANCE	592	592	708
5113	DISABILITY INSURANCE	572	572	590
5300	OFFICE MATERIALS & SUPPLIES	2,500	2,500	2,500
5304	EQUIPMENT REPAIR & MAINT.	4,200	4,200	4,200
5316	UNIFORMS	7,775	7,775	8,875
5323	GENERAL MATERIALS & SUPPLIES	4,500	4,500	4,500
	SUB TOTAL	677,272	677,272	685,218
	TOTAL	677,272	677,272	685,218

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: TRAFFIC SAFETY

PROGRAM #048

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Neighborhood Resolution Coordinator (1) Community Service Officer Coordinator (1)	94,541	96,535
5005	Salary - Police	Traffic Safety Officers (2)	191,216	198,690
5020	Wage Expense - Part-Time	Crossing Guards (30) 26 crossings and 4 spares. Amount reflects actual historical usage.	229,384	229,384
5042	Overtime – Civilian	Overtime for Community Service Coordinator	3,000	3,000
5043	Overtime – Police	Overtime for Traffic Safety Officer	11,354	11,354
5047	Overtime - Holiday	Police Holiday Overtime	1,307	1,307
5100	Longevity	Payment for years of service	8,033	10,156
5110	Social Security	Social Security	28,206	28,604
5111	Medical Benefits	Medical Benefits	90,092	84,815
5112	Life Insurance	Life Insurance	592	708
5113	Disability Insurance	Disability Insurance	572	595
5300	Office Supplies	Routine office supplies for Traffic Safety Unit	2,500	2,500
5304	Equipment Repair & Maintenance	Funded to cover cost of Speed Timing Equipment maintenance, Speed Timing Equipment usage supplies, Speed Timing Equipment parts replacement, and Radar Survey Device maintenance, the Auto Counter maintenance and supplies, parts replacement and Acutrak calibration.  Training and maintenance of a laser measuring device for accident diagrams as well as crime scene	4,200	4,200
5316	Uniform Expense	Uniforms for Crossing Guards (30) and 2 Traffic Safety Officers; includes additional \$300 maintenance as per ATPA contract. One replacement vest per contract (\$1,100).	7,775	8,875
5323	General Materials & Supplies	Funded to cover the costs of educational supplies to residents for programs. Also funded are materials for the seatbelt program, public relations items, speed controller and photographic film. Also, equipment and supplies for traffic control and direction by crossing guards and regular officers, such as safety vests, flashlights, wands, signs, etc.	4,500	4,500



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: K-9 UNIT

PROGRAM #049

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5005	Salary Expense-	Four (4) K-9 Officers.	382,432	397,380
5043	Overtime - Police	Regular overtime for K-9 officers.	8,624	8,624
5047	Overtime - Holiday	Funded to cover overtime pay for premium holidays as per police contract. Includes additional holiday-rate hours as per ATPA	3,288	3,288
5100	Longevity	Payment for years of service	10,381	11,519
5110	Social Security	Social Security	6,109	6,342
5111	Medical Benefits	Medical Benefits	86,837	82,098
5112	Life Insurance	Life Insurance	504	720
5113	Disability Insurance	Disability Insurance	765	795
5118	K-9 Care	Includes payments to four (4) K-9 Officers of one hour per day at 1.5 x minimum wage for home care of dogs. Also, covers any extra duties.	16,552	16,552
5305	Contracted Services	Funded to cover the cost of health care and veterinarian contract for four (4) dogs.  Also funded to cover extraordinary and unusual health costs over and above those covered by routine visits and to provide special medications and health care needs. Also to fund any additional training.	7,000	7,000
5316	Uniforms	Funded to provide uniforms for four K-9 officers. Includes \$300 per officer for uniform maintenance as per ATPA contract. One vest (\$1,100) as per ATPA contract.	3,100	4,200
5323	General Materials & Supplies	Funded to cover costs of feeding and housing 4 K-9 units; food and vitamins, hygiene and routine health care, the purchase of specialized cleaning equipment and supplies and K-9 expendables necessary for the conduct of searches, tracks and training. Also covers food, equipment and supplies for four dogs.	7,000	7,000
5340	General Expenses	Provides educational and training pamphlets, certificates and USPCA membership dues.	550	550



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: JUVENILE

PROGRAM #051

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5005	Salary Expense-Police	Juvenile Officers (4)	389,860	403,167
5043	Overtime - Police	Regular overtime for Juvenile Officers.	27,501	27,501
5047	Holiday Pay	Funded to cover overtime pay for premium holidays as per police contract.	2,962	2,962
5100	Longevity	Payment for years of service.	10,295	10,435
5110	Social Security	Social Security	6,244	6,439
5111	Medical Benefits	Medical Benefits	110,691	105,272
5112	Life Insurance	Life Insurance	504	720
5113	Disability Insurance	Disability Insurance	780	806
5316	Uniform Expense	Plainclothes allowance for Juvenile Officers - 3 @\$925 and 1 School Resource Officer @ \$475; includes additional \$300 maintenance as per ATPA contract. One bullet proof vest (\$1,100) as per contract.	4,500	4,650
5323	General Materials & Supplies	Funded to provide for the investigation of crimes committed by or against juveniles and the development and presentation of education programs for juveniles. Develop and maintain liaison with other youth related organizations such as specific counseling agencies, Montgomery County Bureau of Children and Youth Services and the juvenile courts. Also provides supplies for Youth Aid Panel and juvenile crime prevention material. Also continuation of program to convert all computers to individually assigned laptops to replace shared desktops.	1,500	1,500

2017 BUDGET PROPOSAL

PROG: DETECTIVE INVESTIGATION

PROGRAM # 01-04  
053

OBJECT NO	OBJECT NAME	2016 APPROVED BUDGET	2016 ADJUSTED BUDGET	2017 BUDGET REQUEST
5000	SALARY EXPENSE	105,116	105,116	58,647
5005	SALARY EXPENSE-POLICE	955,696	955,696	993,163
5020	WAGES EXPENSE-PART TIME	37,260	37,260	67,142
5042	OVERTIME-CIVILIAN	328	328	328
5043	OVERTIME-POLICE OFFICERS	46,966	46,966	46,966
5044	OVERTIME-POLICE SGTS	18,000	18,000	18,000
5047	OVERTIME-HOLIDAY	7,034	7,034	7,034
5100	LONGEVITY	31,053	31,053	31,144
5110	SOCIAL SECURITY	22,728	22,728	21,723
5111	MEDICAL BENEFITS	285,614	285,614	232,333
5112	LIFE INSURANCE	1,512	1,512	1,831
5113	DISABILITY INSURANCE	1,816	1,816	1,786
5300	OFFICE MATERIALS & SUPPLIES	2,150	2,150	2,150
5304	EQUIPMENT REPAIR & MAINTENANCE	550	550	550
5305	CONTRACTED SERVICE	3,600	3,600	4,600
5316	UNIFORMS	9,925	10,925	9,925
5322	MINOR EQUIPMENT	5,500	5,500	5,500
5323	GENERAL MATERIALS & SUPPLIES	7,000	7,000	7,000
5340	GENERAL EXPENSES	4,100	4,100	4,100
	SUB TOTAL	1,545,948	1,546,948	1,513,922
	TOTAL	1,545,948	1,546,948	1,513,922

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: DETECTIVE INVESTIGATION

PROGRAM #053

CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Detective Division Clerk. Decrease due to one full-time position changed to part-time.	105,116	58,647
5005	Salary Expense-Police	Deputy Chief (1), Detectives (6) and Sergeants (2) to staff Detective Division. Includes Deputy Chief "buy back" of holiday days, "buy back" of compensatory time, and 5% Deputy Chief bonus.	955,696	993,163
5020	Wage Exp. Part-time	Funded to pay wages for P/T Evidence Technician and Clerk. Increase due to one full-time clerk changed to part-time clerk.	37,260	67,142
5042	Overtime- Civilians	Regular overtime for clerks.	328	328
5043	Overtime- Officers	Regular overtime for Police Officers assigned to Detective Division.	46,966	46,966
5044	Overtime-Sergeants.	Regular overtime for supervisors assigned to Detective Division.	18,000	18,000
5047	Overtime-Holiday Pay	Funded to cover overtime pay for premium holidays as per police contract. Includes additional holiday-rate hours as per A.T.P.A contract.	7,034	7,034
5100	Longevity	Payment for years of service.	31,053	31,144
5110	Social Security	Social Security	22,728	21,723
5111	Medical Benefits	Medical Benefits	285,614	232,333
5112	Life Insurance	Life Insurance	1,512	1,831
5113	Disability Insurance	Disability Insurance	1,816	1,786
5300	Office Supplies	Funded to cover the cost of general office supplies and equipment to include; stationary items, file folders, writing/computer paper, etc.	2,150	2,150
5304	Equipment Repair & Maint.	Funded to cover service contract, toner cartridge and other expendables for Detective Main color copier/printer as well as camera repairs.	550	550
5305	Contracted Services	Annual Fee to TLO which is used as a law enforcement phone/data search engine (\$500) and Annual maintenance for Celebrite system which is a forensic system for cell phones, iPad, etc (\$3,100) which was added in 2015 but absorbed in existing budget. Also to fund for contacted polygraph services. (\$1,000)	3,600	4,600

**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: POLICE**

**PROGRAM: DETECTIVE INVESTIGATION**

**PROGRAM #053**

CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5316	Uniform Expense	Plain-clothes allowance for Detective Division, as per contract. Includes uniforms for Deputy Chief and two body armor vests, which are now fully funded by the Twp as per contract.	9,925	9,925
5322	Minor Equipment	Funded to cover the cost of replacing minor equipment used in the detective/investigative function, such as computers, cameras, vehicle equipment, video surveillance equipment, shelves and storage supplies for evidence and evidence processing equipment, etc.	5,500	5,500
5323	General Materials & Supplies	Funded to cover the ever- increasing cost of evidence collection, documentation, and preservation. This includes such items as gun boxes, bags, bottles, cans, tags, etc. used to identify evidence. All, CD's, batteries and other photographic supplies are funded through this budget. Also, gloves, masks, Tyvek gowns & booties used for the personal protection of persons collecting evidence and to prevent cross contamination of scenes.	7,000	7,000
5340	General Expenses	Funded to cover the cost of legal publications, law pamphlets, evidence periodical subscriptions, etc. Also funds polygraph and voice stress analyzer supplies. Also funds yearly memberships for MAGLOCLEN user fee (\$400), NABI annual membership fee (\$240) and IAFCI (\$100). Also funds the annual fee for Evidence Room Alarm (\$325), Quarterly updates for U.S. Identification Manual (\$100) and annual fee for 3SI (\$204). Also funds rental fees for special equipment such as rental vehicles, rental switches, phone and electronic equipment required for wiretaps and other electronic surveillance. Coffee and refreshments for crimes conferences and unanticipated expenses such as investigative travel. Also pays fees to telecommunication companies who are permitted to charge to comply with search warrants and court orders. By law communication companies are permitted to charge for their costs associated with these searches. Also, charges associated with temporarily installed surveillance cameras, tow bills, mailing evidence and interpreters. Covers expenses for notary renewal fees.	4,100	4,100



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: AUXILIARY SERVICES

PROGRAM #054

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Financial Clerk & Communications Specialist Reduction based on the elimination of Statistical Clerk position.	154,690	118,452
5005	Salary - Police	Lieutenant (1); includes \$7373 for holiday "buy back" and \$8520 for compensatory "buy back," both as per contract.	145,549	151,345
5042	Overtime - Civilian	Funded to provide necessary overtime for Communications Specialist.	825	825
5100	Longevity	Payment for years of service.	9,312	9,611
5110	Social Security	Social Security	12,222	9,457
5111	Medical Benefits	Medical Benefits	85,095	52,956
5112	Life Insurance	Life Insurance	683	606
5113	Disability Insurance	Disability Insurance	309	237
5305	Contracted Services	Funded to cover maintenance contracts and repairs on typewriters, printers and PC's. Fees for LIVESCAN. CODY-RMS. CCTV-DVR & POSS.  Digital Biometrics, Inc.(DBI) CPM Contract-LIVESCAN.....5,565 Monthly Rental-Frame Relay (for LIVESCAN)...4,642 CODY Annual Support Fees .....23,211 Sound Systems-Video Recorder Maintenance..... 2,500 POSS Hosting Fee (\$2730)+ AUSP (\$3452.40).....6,182 IAPro/Blue Team Hosting fee and maintenance fee.....3,500  PowerDMS Licensing Fee & maintenance fee.....5,930  <b>Increases are due to the end of grant funding and increases in annual support fee.</b>	50,882	51,530
5316	Uniforms	Funded to provide uniforms (\$475) and uniform maintenance allowance (\$300)	775	775
5322	Minor Equipment	Funded to cover office equipment.	2,100	2,100
5323	General Materials & Supplies	Funded to cover costs of printer and typewriter ribbons, laser printer cartridges and computer storage tapes and - 86 -	550	550



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: POLICE

PROGRAM: RECORDS

PROGRAM #055

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Office Manager (1) Clerks (3)	210,923	215,372
5020	Wage Expense - Part-Time	Part-Time Clerks	0	0
5043	Overtime - Civilians	Regular overtime for Clerks.	2,500	2,500
5100	Longevity	Payment for years of service	7,950	8,150
5110	Social Security	Social Security	16,935	17,291
5111	Medical Benefits	Medical Benefits	97,112	92,397
5112	Life Insurance	Life Insurance	759	775
5113	Disability Insurance	Disability Insurance	422	431
5300	Office Materials & Supplies	Funded to cover costs of stationery products; i.e., pens, pencils, file folders, legal pads, receipts, ledgers and pre-printed stationery for Records and Also funded to cover costs of computer paper, typing paper, calendars, binders.	9,550	9,550
5303	Advertising & Printing	Funded to cover costs of printing and printed forms used within the Police Department including: Report Review forms. Also, overtime cards, "No Parking" signs, property envelopes, animal reports, property tags, mailing labels, envelopes, "Abandoned Vehicle" signs and Kennel reports.  <i>Printing to include the below items:</i> Police Traffic and parking citations Overtime Cards Letterhead Envelopes Miscellaneous & Annual Reports Victim Rights Form Evidence Forms	4,800	4,800
5304	Equipment Repair & Maintenance	Funded to cover the costs of duplicating supplies and service for photocopier in Records room and service contract in Patrol Operations. Also for all photocopy paper used in the Police Department.	5,500	5,500

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: RECORDS

PROGRAM #055

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5305	Contracted Services	<p>Funded to cover costs of maintenance agreements on the communications console, radio equipment, security door locks, garage doors, gym equipment, voice logger, web-site &amp; email system, call check system. And miscellaneous maintenance and replacement of Kustoms signal systems.</p> <p>Radio Maintenance..... \$21,600                      Door Locks..... 440                      CPIN Video Mug Shot System..... 5,950                      MD-Terminals Screens -(repairs) .....1,626                      Verizon CDMA Service/T1.....12,000                      Data-works (crime scene images).....3,650                      PA State Police CLEAN Fee.....3,617                      Miscellaneous Repairs/Purchasing.....2,000                      Portable Radio Repairs .....500</p>	51,383	51,383



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: POLICE

PROGRAM: TRAINING

PROGRAM #056

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5234	Training	<p>This object code funds all training for Police Officers and civilian employees. (Includes State-mandated MPOETC in-service training and Haz-Mat training, as well as specialized training including Tactical Training. This account provides all tuition, registration, lodging, travel and subsistence costs incurred for seminars and training programs. Additionally, funds expenses relating to training of</p> <p>This includes seminars on law enforcement computer systems and APD CODY system, as well wireless data communications, and mobile Also, included are executive &amp; supervisory development courses.</p> <p>Continuing our Youth Delinquency Prevention Programs such as the Youth Aid Panel will require additional training of police officers, civilian employees, and citizens.</p> <p>Includes costs for additional in-house training of sworn personnel. This training typically focuses on key areas of public safety and potential liability such as use of force, diversity training, search &amp; seizure, school safety, and problem-solving.</p> <p>We anticipate additional training in Homeland Security-related concerns in 2017.</p> <p>APD continues to focus on recruitment of quality applicants, including minorities. Additional training on minority recruitment strategies will be provided for recruitment staff.</p> <p>Specialized training may be needed for our RMS system. Also, additional training for new recruits.</p> <p>Specialized training will be needed for equipping our Patrol Rapid Response efforts.</p> <p>Increases based on police academy expenses however, 75% of Tuition may be reimbursed from the Municipal Police Officers Education and Training Commission (MPOETC). Costs associated for two officers to attend Police Academy = \$8,000</p>	40,000	40,000

**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: POLICE

PROGRAM: TRAINING

PROGRAM #056

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5322	Minor Equipment	<p>Funded to cover the costs of range equipment, DVD equipment and disc's for use with in-house training programs. Also provides rental of specialized equipment required for computer and other training.</p> <p>Funded to cover the costs to qualify 92 personnel on the Police Range. These include targets, target backers, pistol/rifle and shotgun ammunition. Also funded to cover material needed for required on-going repairs and maintenance at the Police Range.</p> <p>Due in large part to the demands of the military, prices and availability of 40 caliber ammunition, especially the .223 variety used by our TAC Team and Patrol Rapid Response. Also includes other ammo that may be required.</p>	40,000	40,000



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: POLICE

PROGRAM: EMERGENCY MANAGEMENT

PROGRAM #057

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5020	Wage Expense	Emergency Management Coordinator.	76,485	78,097
5042	Overtime - Civilian	Fund instances when civilian overtime required, as for large scale-incidents requiring long-term EMAP operations. Coverage for the 4 <sup>th</sup> of July-parade and fireworks.	1,000	1,000
5110	Social Security	Social Security	5,928	6,051
5111	Medical Benefits	Medical Benefits	9,943	9,594
5112	Life Insurance	Life Insurance	275	281
5113	Disability Insurance	Disability Insurance	149	153
5234	Training	Funded for EMAP coordinator and deputies to attend mandatory training courses required by new National Incident Mgt System (NIMS) and Homeland Security requirements. Also, PEMA professional development courses for two deputies.	2,000	2,000
5301	Association Dues & Seminars	For EMAP Coordinator  IAEM Membership: \$185 NAFI Membership: \$55	240	240
5320	Equipment & Material Purchases-Major	Funds costs associated with maintaining the EMAP plan and resource list, including tabletop exercises, awareness refresher training, quarterly EMAP council meetings, and maintaining EMAP and EOC equipment in state of readiness. Also, participation in regional and peer exercise and events, outreach programs to civic groups, including videos, checklists, flyers, PowerPoint programs, etc. Major cost items in this category include:  Replace EOC Smartboard.....\$7,178 Honda eu2000 Generator for FC2.....\$1,000 Little Giant Portable Ladder for FC2.....\$349 iPhone Upgrade.....\$400 APX4500 portable radio for FC2.....\$3,000  Dell 3570 laptop for EOC.....\$630  460 MHz Blue Band-Maintenance and upgrades.....\$331	12,888	12,888
5323	General Expense	General office and administrative supplies, including PC, printer, scanner supplies, batteries, cell phones/modems, etc.	2,950	2,950



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: POLICE

PROGRAM: SPECIAL INVESTIGATION UNIT

PROGRAM #058

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5005	Salary Expense-Police	Det. Sergeant (1) and Detective (1) to staff SIU.	206,624	214,702
5043	Overtime - Officers	Regular overtime for the SIU Officer.	10,274	10,274
5044	Overtime-Sergeant	Regular overtime for the SIU Sergeant.	6,603	6,603
5047	Overtime - Holiday Pay	Funded to cover overtime pay for premium holidays as per police contract.	2,121	2,121
5100	Longevity	Payment for years of service.	7,290	7,576
5110	Social Security	Social Security	3,377	3,499
5111	Medical Benefits	Medical Benefits	55,390	52,689
5112	Life Insurance	Life Insurance	252	360
5113	Disability Insurance	Disability Insurance	413	429
5316	Uniforms	Plainclothes allowance for S.I.U. Sergeant and S.I.U. Officer. One vest (\$1,100) as per the ATPA contract.	1,850	2,950
5322	Minor Equipment	The SIU has become the primary unit charged with video surveillances. Over the past several years over \$75,000 worth of video surveillance/video enhancement equipment has been assigned to the SIU. ¾ of this equipment was obtained through grants and this budget line item is now designated for the upkeep, upgrades, enhancements, and replacements necessary for this valuable investment. Enhance surveillance equipment requires maintenance and supplies and some minor peripherals and supplies. In addition, we intend to use this line to continue the desktop to laptop conversion in SIU. Also the monthly bill for a Comcast internet line that is specifically used for ICAC investigations.	3,500	3,500
5323	General Materials & Supplies	Primarily funded for drug "buy money" as well as informant payments. Also used to pay informants and to purchase special supplies/materials required to conduct these types of covert investigations, including drug testing kits, video surveillance supplies, etc. - "buy" money.....1,000 - Test kits.....200 - Video surveillance misc..... 300  Also, Annual Dues for PA Narcotics Assoc. (\$100) and FCC license renewal (\$95).	1,500	1,500



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: POLICE

PROGRAM: COMMUNITY POLICING UNIT

PROGRAM #060

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Community Policing Coordinator Director of Youth Programs	57,435 <u>43,917</u> 101,352	58,647 <u>44,843</u> 103,490
5005	Salary Expense-Police	Funded to cover salary of Community Policing Lieutenant and (1) police officer. Includes comp-time buy back.	241,157	250,690
5020	Wage Expense - Part-time	Funded to pay part-time civilian wages associated with community & youth programs. Victim assistance and community service supervision. Part-time Community Service Officer's will be used on a part-time basis for certain traffic safety duties that do not require a sworn police officer. Increased 2.5% to cover Cost of Living increases.	33,000	33,825
5042	Overtime - Civilian	Funded to cover the cost of overtime for the civilian Division Coordinator and other civilian employees of COP Division.	4,691	4,691
5043	Overtime-Officers	Funded to cover the cost of overtime for the Police Officer providing Community Policing services.	6,200	6,200
5047	Overtime - Holiday	Funded to cover the cost of holiday pay for personnel assigned to Community Policing Division who are required to work holidays, typically the July 4 <sup>th</sup> events.	1,500	1,500
5100	Longevity	Payment for years of service	9,677	11,160
5110	Social Security	Social Security	14,516	14,902
5111	Medical Benefits	Medical Benefits	45,672	69,356
5112	Life Insurance	Life Insurance	617	733
5113	Disability Insurance	Disability Insurance	655	677
5300	Office Materials & Supplies	Funded to cover the cost of essential consumable office supplies that support the Community Policing Division.	1,050	1,050
5301	Association Dues & Seminars	Funded to cover the cost of transportation, lodging and registration for seminars.	153	153

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: COMMUNITY POLICING UNIT

PROGRAM #060

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5316	Uniforms	Funded to provide uniforms (\$475) and uniform maintenance allowance (\$300). Also includes, one vest (\$1,100) as per the ATPA contract.	2,250	2,650
5323	General Materials & Supplies	Funded to cover the cost of cellular phone fees and miscellaneous supplies.	2,300	2,300



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: CRIME PREVENTION

PROGRAM #061

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5005	Salary Expense-Police	Funded to cover the cost of one (1) Investigator.	97,465	101,274
5043	Overtime	Funded to cover the cost of overtime for Crime Prevention Officer.	3,756	3,756
5047	Overtime - Holiday	Funded to cover the cost of holiday overtime for one (1) Investigator. Includes additional holiday-rate hours as per ATPA contract.	814	814
5100	Longevity	Payment for years of service.	2,924	3,039
5110	Social Security	Social Security	1,522	1,579
5111	Medical Benefits	Medical Benefits	7,680	7,228
5112	Life Insurance	Life Insurance	126	180
5113	Disability Insurance	Disability Insurance	195	203
5316	Uniforms	Plainclothes allowance for one (1) Investigator.	925	925
5320	Equipment	Specialized equipment for Crime Prevention	500	500
5340	General Expense	Material, supplies and specialized expenses associated with crime prevention.	775	775



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: PUBLIC SAFETY TRAINING FACILITY

PROGRAM #062

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Wages for Training Center Manager	61,711	63,012
5110	Social Security	Social Security	4,721	4,820
5111	Medical Benefits	Medical Benefits	25,529	24,279
5112	Life Insurance	Life Insurance	222	227
5113	Disability Insurance	Disability Insurance	123	126
5300	Office Materials & Supplies	Funded to provide office supplies for Training Center Manager.	500	500
5305	Contracted Services	Includes annual sprinkler system certification (\$1,007) and building alarm service (\$1,512) & fire extinguisher certification (\$50), Network (\$600), annual service for emergency generator (\$400) & miscellaneous heating and air conditioner repairs. Also, covers maintenance on 4 oversized garage doors.	4,369	4,369
5308	Utilities	Electric & Gas Service	16,000	16,000
5317	Building Maintenance	Includes estimated cost for cleaning and other routine facility maintenance.	6,400	6,400
5340	General Expense	General building supplies needed on a recurrent basis.	750	750



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: ACCREDITATION PROGRAM

PROGRAM #063

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Funded to cover wages for the civilian accreditation assistant.	24,690	25,211
5020	Part-time Wages	Funded to cover part-time grants administrator/researcher (assigned to the patrol division) to assist with accreditation documentation.	0	0
5042	Civilian overtime	Funded to pay overtime expenses of civilian accreditation coordinator.	0	0
5047	Overtime-Holiday Pay	Funded to cover the cost of holiday overtime for the 4th of July parade and fireworks.	350	350
5100	Longevity	Payment for years of service.	0	825
5110	Social Security	Social Security	1,916	2,019
5111	Medical Benefits	Medical Benefits	14,959	14,444
5112	Life Insurance	Life Insurance	89	91
5113	Disability Insurance	Disability Insurance	49	50
5234	Training	<p>As an international (CALEA) and state (PLEAC) accredited agency, APD must be represented at conferences. Funded to pay conference expenses.</p> <p>In addition, the continued compliance to the 5<sup>th</sup> Edition of the National Law Enforcement program is required. Also, this is a reaccreditation year for the PLEAC program. A mock assessment will need to be conducted. Attendance at the State Awards dinner will be required.</p> <p><b>OUT OF STATE CONFERENCE.....\$4,300</b>                      Registration.....\$1,400                      Lodging.....\$1,600                      Airfare.....\$ 900                      Meals.....\$ 400</p> <p><b>MOCK ASSESSMENT-PLEAC.....\$1,800</b>                      Hotel...3 assessors for 2 nights.....\$1,080                      Food.....\$120                      Transportation.....\$600</p>	6,100	6,100
5300	Office Material & Supplies	Funded to cover the cost of office supplies related to maintaining accreditation.	1,000	1,000
5305	Contracted Services	Annual fees for accredited agency. Includes fees for accreditation program maintenance for CALEA as well as state fees for the PLEAC accreditation	5,200	5,200



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: POLICE**

**PROGRAM: DEA TASK FORCE**

**PROGRAM #064**

<b>OBJECT CODE</b>	<b>ACCOUNT NAME</b>	<b>DESCRIPTION/JUSTIFICATION</b>	<b>2016 APPROVED BUDGET</b>	<b>2017 BUDGET REQUEST</b>
5000	Salary Expense	Funded to staff (1) police officer	95,608	101,274
5043	Overtime-Police Officer	Regular overtime for police officer.	21,000	21,000
5100	Longevity	Payment for years of service.	1,392	2,411
5110	Social Security	Social Security	1,711	1,808
5111	Medical Benefits	Medical Benefits	27,740	26,397
5112	Life Insurance	Life Insurance	126	180
5113	Disability Insurance	Disability Insurance	191	203



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: POLICE

PROGRAM: RED LIGHT CAMERA

PROGRAM #065

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5045	Overtime - ARLE	Reimbursable Overtime	23,200	23,200
5110	Social Security	Social Security	382	382



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: POLICE**

**PROGRAM: SRO #2**

**PROGRAM #091**

<b>OBJECT CODE</b>	<b>ACCOUNT NAME</b>	<b>DESCRIPTION/JUSTIFICATION</b>	<b>2016 APPROVED BUDGET</b>	<b>2017 BUDGET REQUEST</b>
5005	Salary Expense-Police	Wages for SRO #2	95,608	99,345
5047	Overtime - Holiday	Overtime - Holiday	360	360
5100	Longevity	Longevity	2,491	2,894
5110	Social Security	Social Security	1,428	1,487
5111	Medical Benefits	Medical Benefits	27,650	26,292
5112	Life Insurance	Life Insurance	126	180
5113	Disability Insurance	Disability Insurance	191	199
5316	Uniform Expense	Uniform Expense - Includes \$475 uniform allowance as well as \$300 for uniform maintenance as per ATPA	300	775



# Finance Office

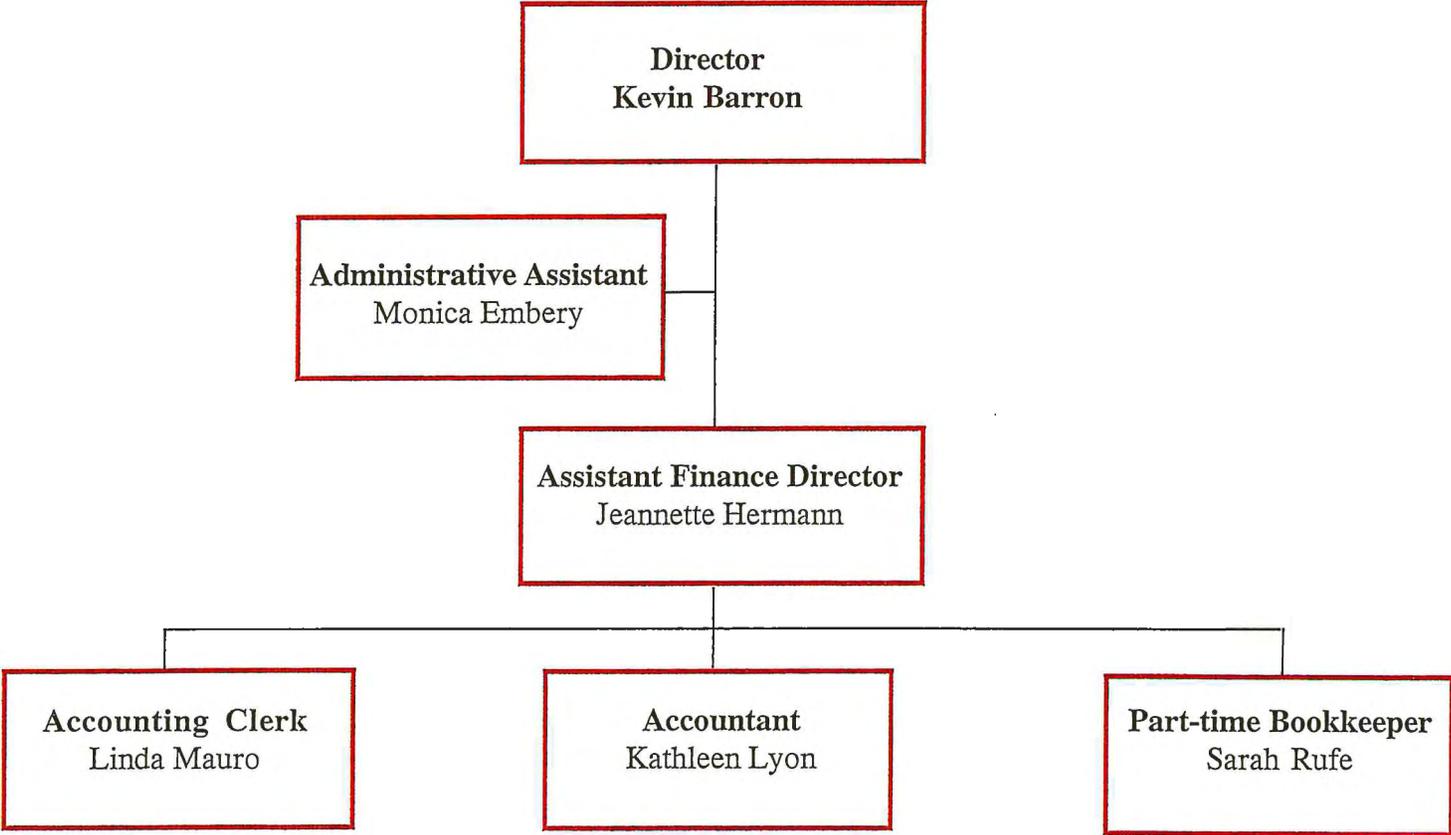
## Goal:

To provide financial support services that will aid the Board of Commissioners, Township Manager and Operating Departments in the decision-making process and in the common goal of providing the best possible services at the lowest possible costs to the Township's customers.

## Objectives:

- \$ coordinate the annual budget preparation process:
  - oversee the management of the expenditure of the annual authorized appropriations;
  - provide cash flow management;
  - maximize rate of return on investments.
- \$ coordinate Township's insurance programs and claims;
- \$ collect delinquent user fees;
- \$ administer the Township's three pension plans;
- \$ provide for timely payment of employees;
- \$ control purchasing through purchase order process;
- \$ management of financial software system;
- \$ continue to maintain a high proficiency of record-keeping that has provided the Township with audit reports, at all levels, with minimal to no audit findings;
- \$ respond to citizen questions;
- \$ staff liaison to finance and pension committees;
- \$ bill and collection of Interim User Fees;
- \$ billing and collection of Sewer District Financial Agreements;
- \$ administer the Township's Earned Income Tax;
- \$ administer the Real Estate Tax liens with the Tax Claim Bureau

# Finance Office - 2017







2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: FINANCE

PROGRAM: ACCOUNTING ADMINISTRATION

PROGRAM # 010

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Finance Director	105,839	108,070
		Assistant Finance Director	84,945	86,736
		Accountant	47,494	48,496
		Accounting Clerk	44,871	48,496
		Administrative Asst.	<u>47,494</u>	<u>48,496</u>
		TOTAL	330,643	340,294
		5020	Wage Expense (part-time)	Clerk – 1280 hours
5100	Longevity	Finance Director 2,550	4,500	4,600
		Assistant Finance Director 2,050		
5110	Social Security	Social Security	27,154	27,953
5111	Medical Benefits	Medical Benefits	149,411	144,230
5112	Life Insurance	Life Insurance	1,190	1,225
5113	Disability Insurance	Disability Insurance	661	681
5300	Office Materials & Supplies	Stationery Supplies	1,000	1,000
		Office Equipment and Contracts	600	600
		2 MICR Toners	500	500
		1,000 W-2 Forms & Envelopes	400	400
		#10 Window Envelopes	<u>600</u>	<u>600</u>
		TOTAL	3,100	3,100
		5301	Association Dues & Seminars	Provides for membership in professional organizations and attendance at seminar programs that provide information on current law changes, updates on accounting practices and general financial practices as they pertain to the management of a government operation.
		Local - GFOA (Annual mem.- K. Barron, J. Hermann)	250	250
		Nat'l - GFOA (Annual mem. -K. Barron, J. Hermann)	300	600
		GFOA MONTHLY SEMINAR PROGRAMS	300	300
		MISC. LOCAL SEMINARS	300	300



## Code Enforcement- 2017

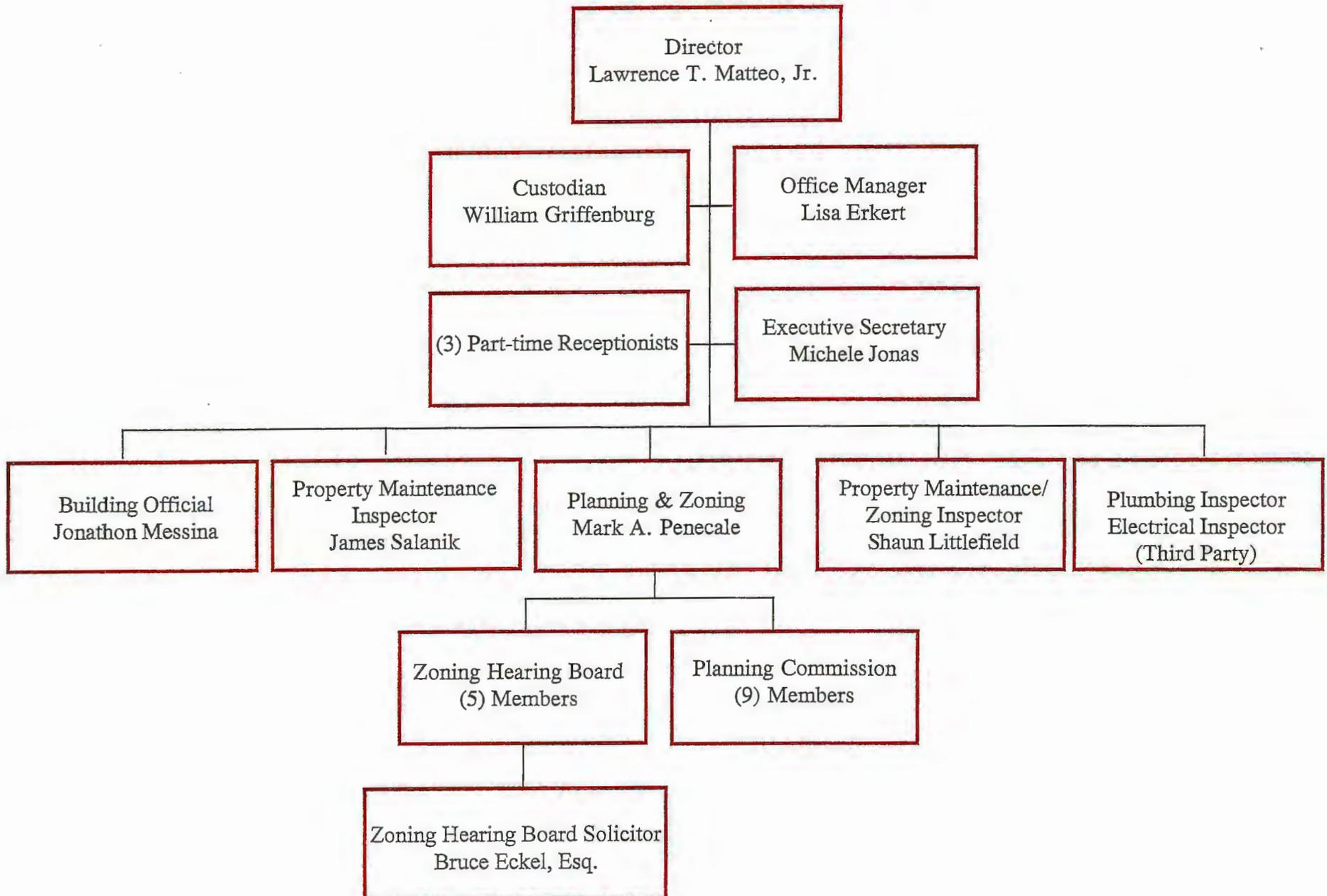
### Goal:

To manage and administrate the enforcement of codes and ordinances as it relates to construction, zoning, planning, subdivisions, plumbing, property maintenance, general nuisance, health complaint, and **Crisis Intervention**.

### Objectives:

- Review and process all permit applications; new construction, additions to include decks, alterations, demolitions, roofing, siding, fencing, sheds, garages, fireplaces, woodstoves, impervious surfaces to include driveways, patios, Use and Occupancy Certificates, Generators and Dumpsters, Tree Enforcement, Public Sidewalk Enforcement and Swimming Pools – in ground and above ground, plumbing, mechanical/HVAC, electrical, sanitary sewer connections;
- Review and process all Zoning Hearing Board Applications;
- Review and process all Subdivision and Land Development Applications;
- Prepare amendments to the code for the betterment of the community;
- Prepare changes to the Zoning Ordinance and Subdivision and Land Development Ordinance and attend all public hearings;
  - } Provide information to the Board of Commissioners and Planning Commission for decision making of applications and ordinances;
  - } Attend all meetings of Zoning, Planning, Code Enforcement and Board of Commissioners for related matters;
  - } Meeting with Design Professionals, Business Owners, Building Owners, Builders and Residents concerning building, zoning and subdivision matters;
  - } Meet with Commissioners, Civic Groups and customers concerning property maintenance issues and crisis intervention matters;
  - } Meeting with Commissioners, Civic Groups and concerned residents pertaining to subdivision, zoning and code related matters;
  - } Inspection of all building projects under permit for zoning compliance, SD/LD compliance, stormwater management, construction, mechanical, and plumbing compliance.
  - } Working closely with third party inspection agencies to confirm electrical and ADA compliance;
  - } Emergency response to building emergencies during normal working hours, after hours, and weekends;
  - } Attend all local and county court proceedings resulting from citation action for building, property maintenance and zoning infractions;
  - } Registration of contractors and master plumbers confirming proper insurance and trade license required;
  - } Record retention as required by State Law;
  - } Manage Township Administration Reception Office daily operation;
  - } Manage Custodial duties for Administration Building and Police Department.
- Provide timely responses to citizen walk-in, phone, email, and website inquires and complaints on a day-to-day basis;
- Interdepartmental cooperation with Engineering, Fire Marshal and Fire Department, Tax Office, Public Works, Wastewater Treatment Plant, Parks and Recreation, HUD, Economic Development, Community Policing and Finance.
- Cooperate with State and County Officials, PA/DEP, PennDOT, PA DOH, PA Department of Public Welfare, PA Department of Labor and Industry, Montgomery County Board of Health and Montgomery County Conservation District.
- Maintain professional certifications required through continuing education.
- Maintain the highest level of daily support to all 15 Commissioners.

# Code Enforcement Department - 2017







2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: CODE ENFORCEMENT

PROGRAM: CODE ADMINISTRATION

PROGRAM #081

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Director	113,725	116,123
		Office Manager	65,932	67,322
		Ex. Secretary	<u>44,871</u>	<u>48,318</u>
			224,528	231,763
5100	Longevity	Director 2,900	4,600	4,650
		Office Manager 1,750		
5110	Social Security	Social Security	17,528	18,086
5111	Medical Benefits	Medical Benefits	65,419	61,689
5112	Life Insurance	Life Insurance	808	834
5113	Disability Insurance	Disability Insurance	449	464
5234	Training	BOCA Code Required	2,000	2,000
5300	Office Materials and Supplies	Paper, pens, form, folder and miscellaneous items necessary to operate the department. Service agreements for microfilm/reader printer, computer printers.	4,500	4,500
5301	Association Dues and Seminar.	Provides for membership in professional organization and attendance of seminar programs for the department.(Increase due to mandated State Certification)	3,825	3,800
5303	Advertising and Printing	Printing/Advertising for legal ad in local publications for zoning notices and planning matters, printing forms and permits.	10,000	12,000
5305	Contract Services	Zoning Hearing Board Stenographer Fee, mandated under Act 247, PMPC. Books and materials for Code Department.	16,400	18,000
		(2) Cell Phone	<u>1,000</u>	<u>1,000</u>
			17,400	19,000

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: CODE ENFORCEMENT

PROGRAM: CODE ADMINISTRATION

PROGRAM #081

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5900	Interdepartmental Allocation	Computer Debt Service Insurance Workers Comp. Finance Office Tax Office Vehicle Maint Administration	14,073 480 8,535 29 10,996 9,164 48,757 <u>27,868</u> 119,902	17,224 528 9,396 120 11,570 9,576 68,605 <u>28,674</u> 145,693



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: CODE ENFORCEMENT

PROGRAM: PLUMBING AND SEWAGE

PROGRAM #083

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5305	Contracted Services	Third Party Review	12,000	6,000



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: CODE ENFORCEMENT

PROGRAM: BUILDING CODE COMPLAINTS

PROGRAM #084

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Senior Code Official	80,820	61,501
5100	Longevity	Senior Code Official	2,350	0
5110	Social Security	Social Security	6,363	4,705
5111	Medical Benefits	Medical Benefits	11,974	28,888
5112	Life Insurance	Life Insurance	291	221
5113	Disability Insurance	Disability Insurance	162	123
5234	Training	BOCA Code Required	2,700	2,700
5305	Contracted Service	Plan Accessibility Review Consultant – \$ 20,000	35,000	20,000



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: CODE ENFORCEMENT

PROGRAM: PLANNING AND ZONING

PROGRAM #087

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Planning and Zoning Official	86,784	88,614
5030	Compensation Exp. - Zoning Hearing Board.	Five Zoning Board Members at \$50.00 per hearing x 14 meetings.	4,000	4,000
5100	Longevity	Planning and Zoning Official	2,500	2,550
5110	Social Security	Social Security	6,830	6,974
5111	Medical Benefits	Medical Benefits	29,828	28,783
5112	Life Insurance	Life Insurance	312	319
5113	Disability Insurance	Disability Insurance	174	177
5201	Legal Expense	Legal fee for appeal cases of Zoning Hearing Board           15,000 Board of Appeals               2,500	17,500	17,500
5305	Contracted Services	Zoning Hearing Board Solicitor's Annual Retainer           21,000 Montgomery County Planning Assistance               13,200	30,100	34,200



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: CODE ENFORCEMENT

PROGRAM: PROPERTY MAINTENANCE

PROGRAM #088

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Property Maintenance	73,306	74,852
		Property Maint./Zoning Inspector	52,362	53,466
			125,668	128,318
5100	Longevity	Property Maintenance	2,100	2,150
5110	Social Security	Social Security	9,774	9,981
5111	Medical Benefits	Medical Benefits	53,246	50,857
5112	Life Insurance	Life Insurance	452	462
5113	Disability Insurance	Disability Insurance	251	257
5305	Contracted Services	Engineering and contractor work for the demolition of existing abandon, dangerous buildings in Abington Township. Also weed control and grass cutting, abandon properties.	25,000	40,000

**ENGINEERING DEPARTMENT  
GOALS AND OBJECTIVES - 2017**

Goal:

Provide the administrative, professional and supervisory work necessary to handle projects for other departments in the Township. Handle highway and MS4 permit applications, complaints, deed registry operation and record keeping. Review and inspect subdivision, land developments, permits and private storm water systems and building permits. Design, prepare for bid and inspect and oversee construction of Capital Improvement Projects, and maintain the Pennsylvania 172 One-Call System. Manage and design sanitary sewer systems. Prepare right-of-way agreement.

Objectives:

HUD Projects:

Provide engineering and construction management.

1000 Block Edge Hill Road – new sidewalks and curbs  
Parkdale Avenue – New curb

Capital Improvement:

Provide engineering and construction management for Township and State projects.

2017 Capital Projects

Sanitary Sewers:

Provide engineering and construction management for the Sewer Project. Wastewater Department Projects and connection management plan for sanitary sewer flowing to Cheltenham Township. Old Welsh Road Sanitary Sewer District

Miscellaneous:

Coordinate annual engineering budget.

US Army Corp of Engineers–Section 566 funding Sandy Run Environmental Improvements Grant  
Commonwealth of PA 2015 Growing Greener Grant Watershed Protection Grant  
DCED Emergency Flood Grant – Tague Ave./Easton Rd./Jenkintown Rd. storm sewer  
FEMA Emergency Flood Grants  
Buy-out four (4) homes

Four (4) storm sewer projects:

- Pershing Ave. storm sewer
- Anzac Ave. storm sewer
- Keswick Area storm sewer
- Thunderhead / Blue Jay / Norman storm sewer

Edge Hill Road / Tyson Avenue Reconstruction Project – Right-of-Way process

Represent the Township at the following meetings:

- Public Works
- Code Enforcement
- Board of Commissioners
- Watershed Meetings
- Sandy Run Channel Flood Control Project

Storm Water Permits and inspections

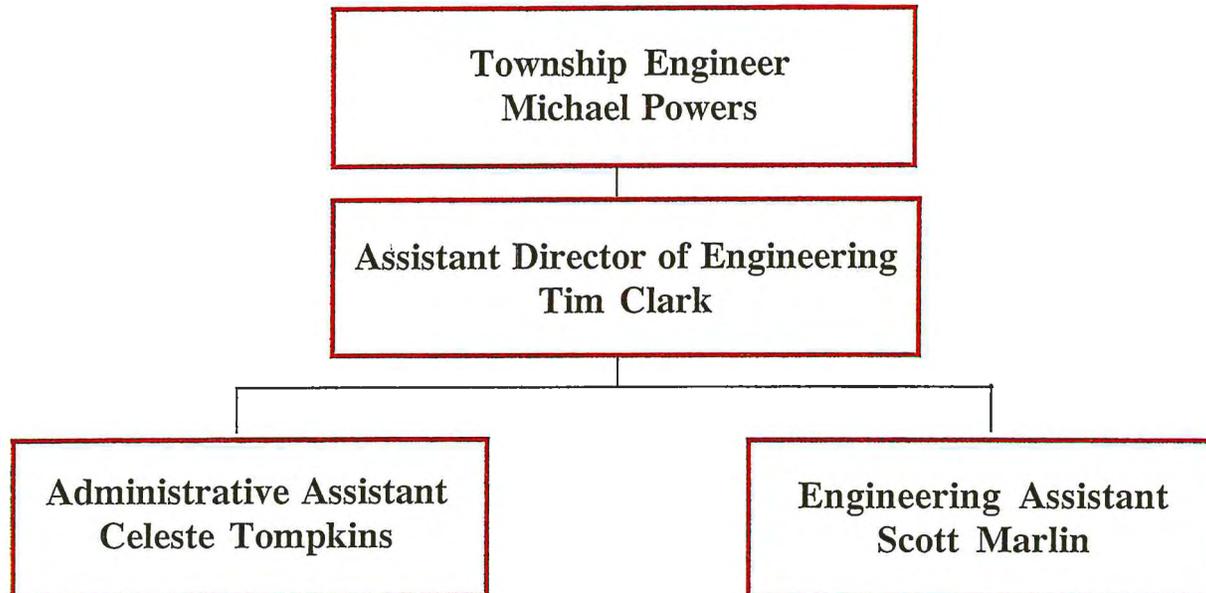
Highway Permits and inspections

Deed Registration

Review Land Development, Subdivision Plans & Building Permits

Provide engineering and construction management for MS4 Storm Water requirements.

# Engineering Department - 2017





2017 BUDGET PROPOSAL

01-07

PROG: ENGINEERING ADMINISTRATION

PROGRAM # 110

OBJECT NO	OBJECT NAME	2016 APPROVED BUDGET	2016 ADJUSTED BUDGET	2017 BUDGET REQUEST
5000	SALARY EXPENSE	243,473	243,473	216,127
5020	PART TIME WAGES	40,957	40,957	41,981
5041	OVERTIME	0	0	0
5100	LONGEVITY	9,250	9,250	6,500
5110	SOCIAL SECURITY	22,467	22,467	20,243
5111	MEDICAL BENEFITS	115,103	115,103	110,733
5112	LIFE INSURANCE	1,171	1,171	778
5113	DISABILITY INSURANCE	651	651	432
5300	OFFICE MATERIALS & SUPPLIES	1,000	1,082	1,400
5301	ASSOCIATION DUES & SEMINARS	1,800	1,800	1,800
5303	ADVERTISING & PRINTING	1,400	1,318	1,000
5304	EQUIPMENT REPAIR & MAINT	2,000	2,000	2,000
5305	CONTRACTED SERVICES	7,680	7,680	5,160
5323	GENERAL MATERIALS & SUPPLIES	300	300	300
	SUB TOTAL	447,252	447,252	408,454
5900	INTERDEPARTMENTAL ALLOCATION	46,169	46,169	36,823
5917	TRANSFER FROM SEWER CAPITAL	0	0	0
5918	CHARGEBACK TO CDBG	0	0	0
	TOTAL	493,421	493,421	445,277

WORKLOAD	2017 est	2016 est	2015
# OF PERMITS ISSUED	200	200	249
# OF DEEDS TRANSFERED	900	900	1,151
# OF BUILDING ADDRESSES ISSUED	7	10	13
# OF SUBDIVISION/LAND DEVELOPMENT/BUILDING PLANS REVIEWED	25	25	20
# OF SUBDIVISION/LAND DEVELOPMENT INSPECTION	3	3	3
# OF PROJECTS DESIGNED	30	20	20
# OF REQUESTS FOR LOCATION OF UNDERGROUND UTILITIES	3,000	2,700	4,652

REVENUE

PERMITS & DEED REGISTRATION FEES	125,000	125,000	125,000
SEWER OPERATION & CAPITAL	0	36,000	0
HUD	25,000	25,000	10,104
STORMWATER MANAGEMENT PERMITS	6,000	6,000	12,185

**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: ENGINEERING**

**PROGRAM: ENGINEERING ADMINISTRATION**

**PROGRAM: #110**

<b>OBJECT CODE</b>	<b>ACCOUNT NAME</b>	<b>DESCRIPTION/JUSTIFICATION</b>	<b>2016 APPROVED BUDGET</b>	<b>2017 BUDGET REQUEST</b>
5000	Salary Expense	Township Engineer	31,810	0
		Assistant Director	88,837	90,710
		Engineering Assistant	70,560	72,048
		Administrative Asst.	52,266	53,369
		TOTAL	243,473	216,127
5020	Part-time	Part-time Wages	40,957	41,981
5100	Longevity	Township Engineer	0	
		Assistant Director	2,500	
		Engineering Asst.	2,300	
		Administrative Asst.	1,700	
		TOTAL	9,250	6,500
5110	Social Security	Social Security	22,467	20,243
5111	Medical Benefits	Medical Benefits	115,103	110,733
5112	Life Insurance	Life Insurance	1,171	778
5113	Disability Ins.	Disability Ins	651	432
5300	Materials & Supplies	ENGINEERING Office Supplies/Templates	500	500
		DRAFTING-pens, ink, tools templates	0	0
		SURVEYING-measuring tapes, paint	<u>500</u>	<u>900</u>
		TOTAL	1,000	1,400
5301	Association Dues & Conventions & Tuition Reimb.	Membership in professional organizations, attendance at seminars to obtain current information relative to engineering and public works.		
		AMERICAN PUBLIC WORKS ASSN.	0	0
		ACT 25/Con't Education Req.	970	970
		SEMINAR	500	500
		AMERICAN SOC. OF CIVIL ENG.	280	280
		CIVIL ENGINEERS LICENSE	<u>50</u>	<u>50</u>
		TOTAL	1,800	1,800
5303	Advertising & Printing	Provides for legal advertisement for bids, township street maps		
		PRINTING (maps/books/plans)	<u>1,400</u>	<u>1,000</u>
		TOTAL	1,400	1,000

**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: ENGINEERING

PROGRAM: ENGINEERING ADMINISTRATION

PROGRAM: #110

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5304	Equipment & Supplies	Service contract for Xerox #6604 & Minolta Di251 copier, toner	1,400	1,400
		Maintenance/supplies for the computers, printers, scanners, plotters	600	600
		Department Shirts	<u>0</u>	<u>0</u>
		TOTAL	2,000	2,000
5305	Contracted Service	Provides for PA One-Call system, as required by State Act 172.	3,840	3,960
		Technical service/AUTOCAD	540	540
		Verizon cell phones	1,300	660
		Recorder of Deeds fees 40@\$125 ea.	<u>2,000</u>	<u>0</u>
		TOTAL	7,680	5,160
5323	General Expense	Reimbursement for tolls, parking travel fees, video equip. & developing for projects, miscellaneous camera equipment	300	300
5900	Interdepartmental Allocations	Insurance	5,386	5,336
		Workers' Comp Res.	500	399
		Computer Time	6,255	6,263
		Gen. Adm. Chgbk.	15,600	14,293
		Fin/Tax Office Charge-back	11,086	10,858
		Charge-back, to Sewer Oper.	-29,225	-29,225
		Vehicle Maintenance	<u>36,567</u>	<u>28,899</u>
TOTAL	46,169	36,823		
5917	Transfer from Sewer	Engineering, inspection, contract & tabulation preparation of sewer projects.	0	0
5918	Charge-back to HUD	Engineering, inspection, contract & tabulation preparation of HUD projects.	0	0

# Community Development - 2017

**Director**  
Van Strother







## Public Works Department

### **Goals:**

To provide Abington Township residents with efficient and effective street maintenance, street lighting, traffic control, snow and ice removal, leaf collection, mulch processing, stream and storm water maintenance and related public services.

### **Objectives:**

#### *Street Maintenance:*

Repair and maintain over 170 miles of Township Roadways including temporary and permanent street patching, street overlay, street sweeping, traffic legends and line painting, regulatory sign repair and replacement.

#### *Snow and Ice Removal:*

Effectively remove snow and ice from over 170 miles of roadways and provide the same service to State (30 miles) and County (3.35 miles) roadways under contract.

#### *Traffic Signal and Street Lighting:*

Operate and maintain over 3,200 street lights and 100 traffic signals and traffic control intersections as well as all school signals.

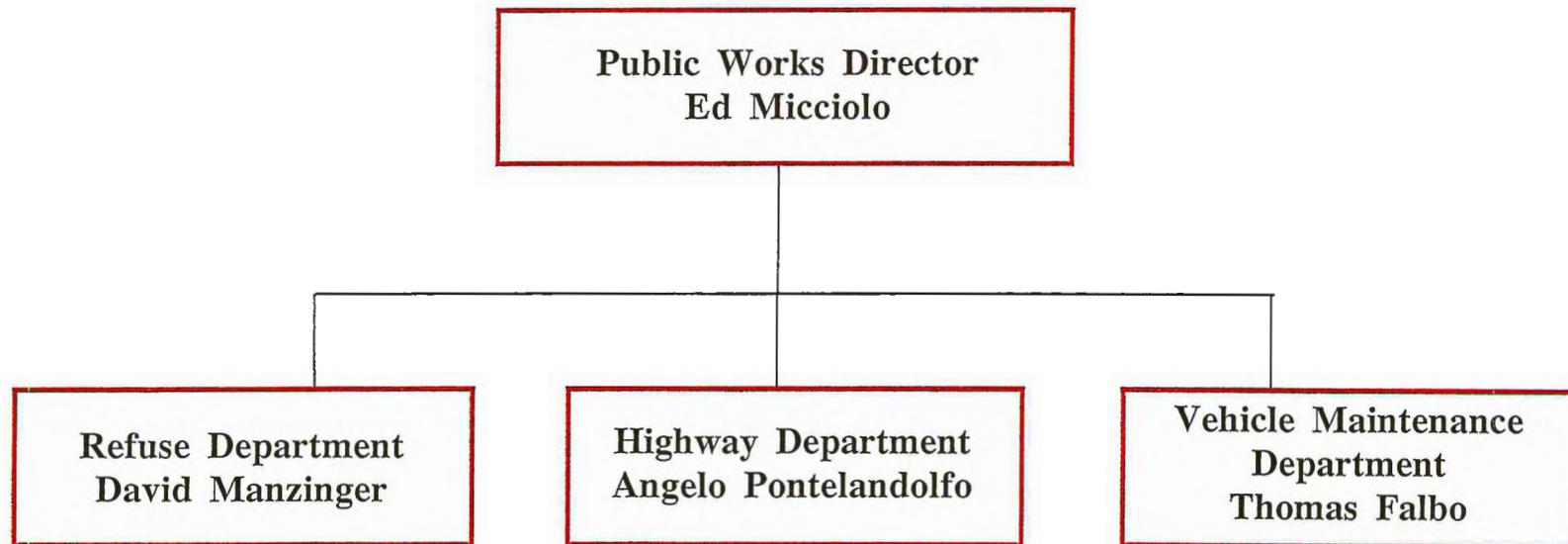
#### *Leaf Collection and Yard Waste Composting:*

Efficiently pick up and compost over 43,000 cubic yards of leaves and shred and compost over 2,600 tons of yard waste.

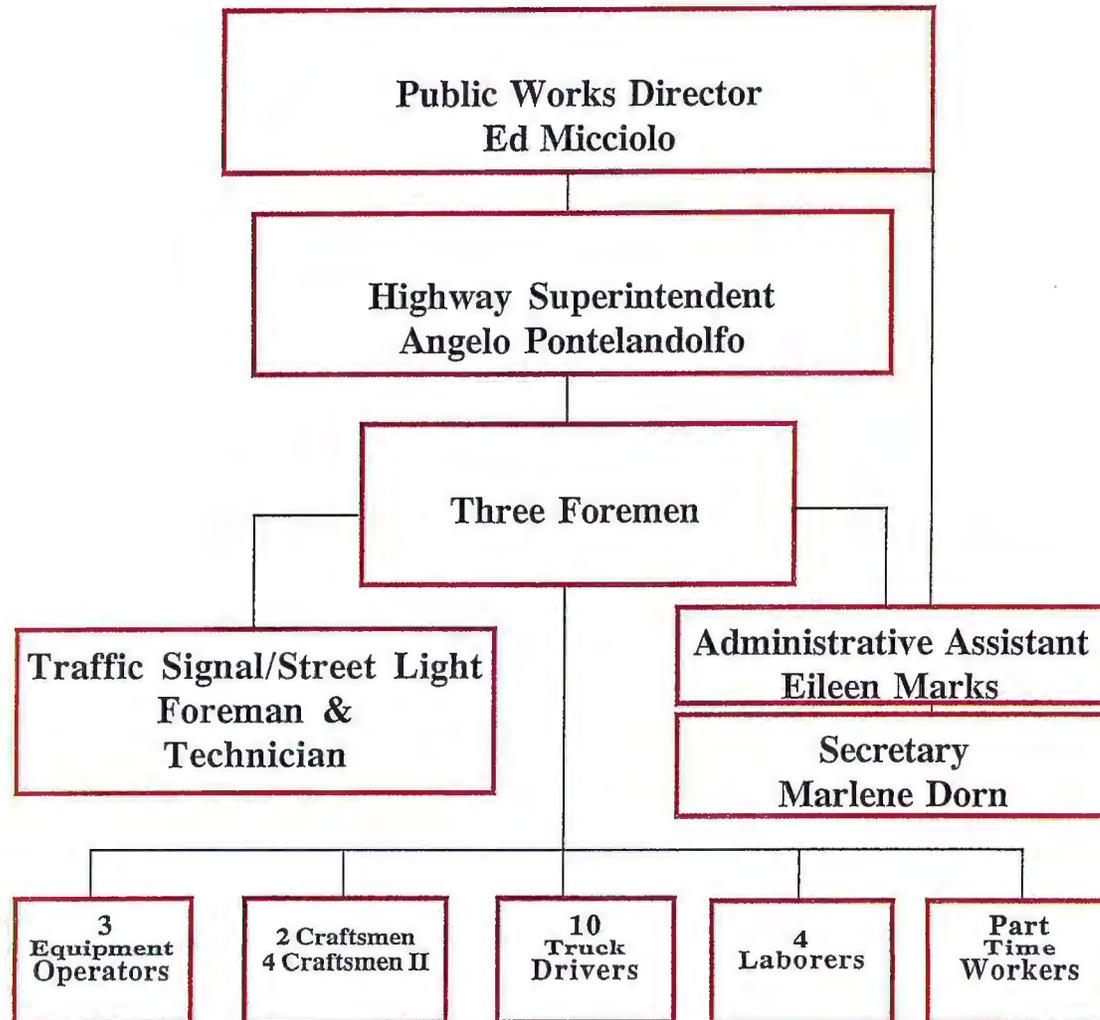
#### *Stream and Storm Water System:*

Maintain the free flow of streams and storm sewer systems within the Township.

# Public Works Department - 2017



# Highway Department - 2017







**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: PUBLIC WORKS

PROGRAM: STREET LIGHTING

PROGRAM # 117

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	1 Foreman	80,820	82,524
5010	Wage Expense Hourly	1 Technician	69,050	70,325
5041	Overtime	This expenditure is for responding to emergency situations after regular working hours.	2,000	2,000
5100	Longevity	1 Foreman & 1 Technician	4,250	4,300
5110	Social Security	Social Security	12,326	12,175
5111	Medical Benefits	Medical Benefits	57,162	54,886
5112	Life Insurance	Life Insurance	540	550
5113	Disability	Disability Insurance	300	306
5308	Electric	This expenditure is for electric to power the street lights within the Township.	0	0
5320	Equipment & Mat'l Purchases Major	This expenditure is to purchase replacement bulbs, fixtures, and other maintenance parts for street lighting. This budget also includes funds for the continued upgrades to our school signals and replacement of outdated controllers.	26,500	26,500
5325	Insurance Claims	This expenditure is for Street Light Knockdown and is reimbursed.	40,000	40,000



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: PUBLIC WORKS

PROGRAM: ADMINISTRATION

PROGRAM # 130

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	P.W. Director Superintendent Foreman Foreman Foreman Executive Secretary	113,725 93,561 80,820 80,820 80,820 45,769	116,123 95,533 82,524 82,524 82,524 46,734
			495,515	505,962
5100	Longevity	Longevity	14,050	15,800
5110	Social Security	Social Security	38,982	39,915
5111	Medical Benefits	Medical Benefits	123,692	121,547
5112	Life Insurance	Life Insurance	1,784	1,821
5113	Disability Insurance	Disability Insurance	991	1,012
5300	Office Supplies	Office Supplies: laser printer ink, paper, tablets, pens, computer supplies, envelopes, time cards, leaf posters & markers, first aid supplies, lavatory supplies, all other general expenses	2,800	2,800
5301	Association Dues & Conventions	Registration fees for PW Director & Superintendent: Seminars: American PW Association Montco PW Association PW Symposium PW Convention Publications Waste Convention Expo	3,800	3,800
5305	Contracted Services	Cell Phones Security System Monitoring Fee Maint. Contr. Security System HVAC Contract Cleaning & Sanitary Supplies Men & Women's Bathrooms Saxon DP2000 Contract	5,500	5,500
5308	Electric & Gas	Cost to maintain heat, air conditioning, electricity for facility	32,000	32,000
5311	Water	Costs for water for garage & offices	3,000	3,000
5316	Uniforms	27 Employee allowances @ at 475	12,825	12,825
5317	Building Maintenance	Garage maintenance Building Repairs	4,000	4,000

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PUBLIC WORKS

PROGRAM: ADMINISTRATION

PROGRAM # 130

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5900	Interdepartmental Allocations	Lock Repairs Furniture Replacement Wiring Replacement  1/3 PW Dir. Salary & Benefits Computer Time Debt Services Insurance Workers Comp Finance Office Tax Office Vehicle Maintenance Administration	   (97,650) 9,382 0 73,760 67,925 56,828 54,627 560,702 <u>144,030</u> 869,604	   (99,958) 14,092 0 70,809 106,061 57,346 56,880 524,929 <u>142,119</u> 872,278



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PUBLIC WORKS

PROGRAM: PROJECT COSTS

PROGRAM # 131

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5010	Wage Expense Hourly	9 Truck Drivers - 604,741 5 Laborers - 322,610 2 Craftsman I - 134,410 2 Craftsman II - 140,650 1 Craftsman III - 73,611 3 Equipment Operators - 220,833 Less Highway Aid - 228,000	1,241,705	1,268,855
5020	Wage Expense Part Time	Wages for part time employees hired at various times, mostly during leaf season	93,500	93,500
5041	Overtime	Wages for employee overtime, i.e. debris clean up, road repair, storm sewer maintenance, etc.	37,479	38,000
5100	Longevity	Longevity	26,225	29,200
5110	Social Security	Social Security Benefits	107,017	109,361
5111	Medical Benefits	Medical Benefits	402,821	390,460
5112	Insurance	Life Insurance	5,291	5,389
5113	Disability Insur.	Disability Insurance	2,939	2,994
5316	Uniform Expense	Uniform Expense	0	0
5323	General Materials & Supplies	This expenditure is used to purchase materials & supplies for use by the Highway Department such as pipes, castings, bricks, stone, lumber, safety equipment, concrete, blacktop, etc.	67,000	67,000



# Vehicle Maintenance Department

## **Goals:**

**To provide maintenance to the Township fleet and equipment availability to all departments in an efficient and timely manner.**

## **Objectives:**

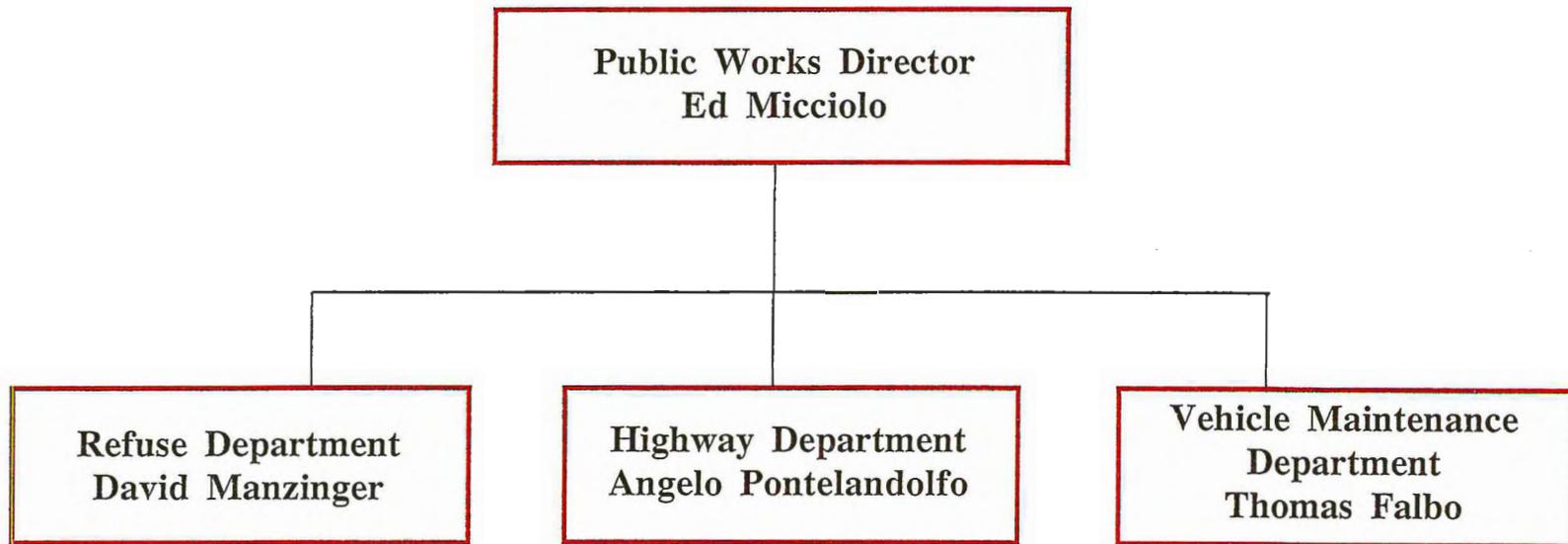
**Provide maintenance and assure continued availability to 55 Police cars and special use vehicles in the Police Department and 25 other Township vehicles.**

**Provide maintenance and support to all Township Departments including repairs to over 90 trucks and heavy duty equipment as well as repairs to a multitude of smaller equipment.**

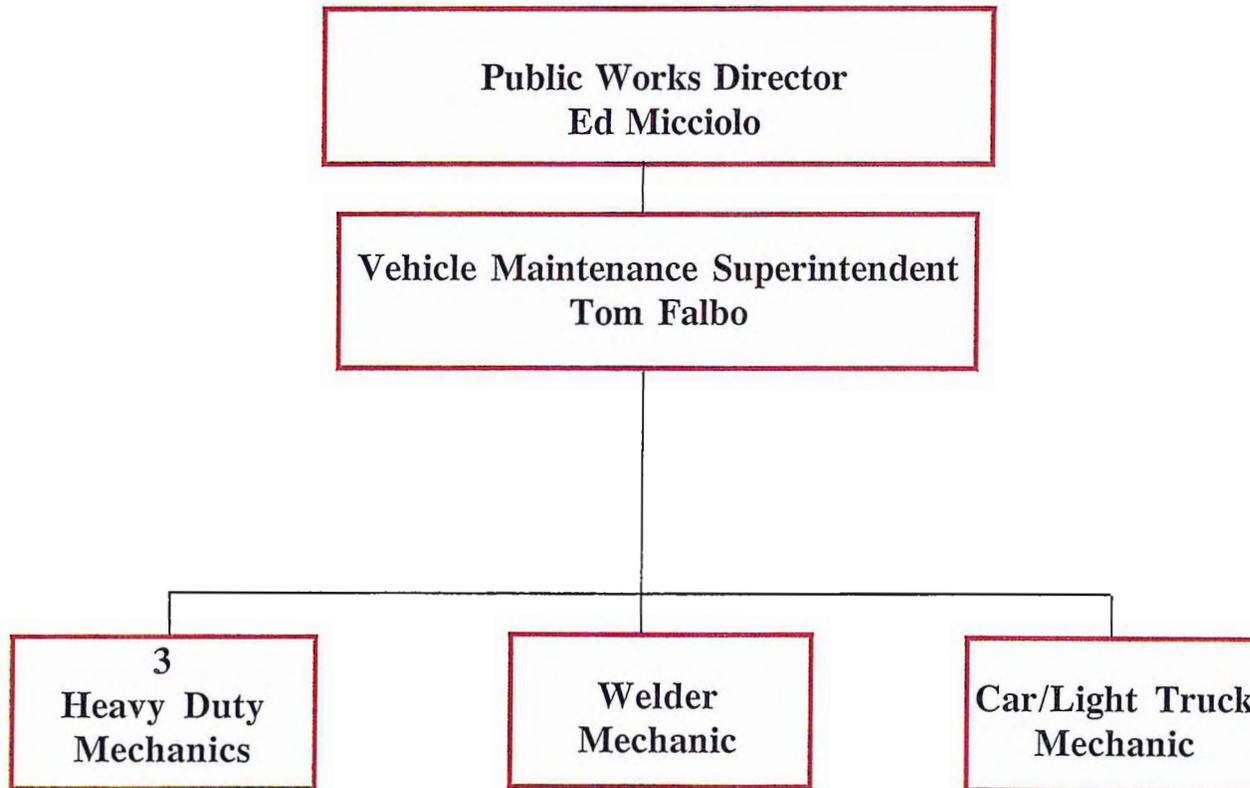
**Set up and implement a comprehensive periodic maintenance schedule on all Township owned equipment.**

**Provide maintenance and record keeping on fuel control systems and assure compliance with all federally mandated fuel and tank compliance laws and regulations.**

# Public Works Department - 2017



# Vehicle Maintenance Department - 2017







2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: VEHICLE MAINTENANCE

PROGRAM: ADMINISTRATION

PROGRAM #180

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Salary for Superintendent	93,561	95,533
		Salary for full time secretary	<u>65,933</u>	<u>67,323</u>
			159,494	162,856
5100	Longevity	Longevity for Superintendent of Vehicle Maintenance	5,150	5,200
5110	Social Security	Social Security	12,595	12,856
5111	Medical Benefits	Medical Benefits	55,357	53,062
5112	Life Insurance	Life Insurance	574	586
5113	Disability Ins.	Disability Benefits	319	326
5300	Office Materials and Supplies	Costs for time cards,work orders and other office supplies	600	600
5316	Uniforms	Costs for uniform rental for 6 employees	3,400	3,400
5322	Equipment & Supplies Purchases-Major	Special tools for shop	4,000	4,000
5323	General Matls. & Supplies	Employee Tool Allowances - 5 Mechanics at 950.00 = 4,750	4,750	4,750
5900	Interdepartmental Allocations	1/3 PW Dir. Salary & Benefits	48,825	49,979
		Computer Time	3,127	3,132
		Insurance	15,930	18,502
		Workers Comp	12,476	14,743
		Finance Office	31,880	31,468
		Tax Office	27,515	28,573
		Administration	<u>80,800</u>	<u>77,987</u>
		220,553	224,384	



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: VEHICLE MAINTENANCE

PROGRAM: SERVICE COSTS

PROGRAM #186

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5010	Wages Expense Hourly	Heavy-Duty Mechanic Heavy-Duty Mechanic Heavy-Duty Mechanic Mechanic Welder/Mechanic	77,715 77,715 76,755 76,755 77,715 386,655	79,165 79,165 79,165 78,187 79,165 394,847
5041	Overtime	This expenditure is for service when work cannot be performed during normal working hours, due to usage of equipment. This is also used to assist Police during off hours.	3,000	3,000
5100	Longevity	Longevity	9,650	9,650
5110	Social Security	Social Security	30,547	31,174
5111	Medical Benefits	Medical Benefits	125,200	98,914
5112	Life Insurance	Life Insurance	1,392	1,421
5113	Disability	Disability Insurance	773	790
5304	Equipment Repairs and Maintenance	Parts & Services to Maintain Township Fleet, also maintenance to radios & replacement	600,000	650,000
5310	Gas & Oil Expense	165,000 Gallons Diesel @ \$2.20 = \$363,000 78,000 Gallons Regular Gas @ \$2.00 = \$156,000 1,100 Gallons Hydraulic Fluid @ \$3.80 gal = \$4,180 450 drums Anti-Freeze @ \$3.20 = \$1,440 1,000 Gallons Motor Oil @ \$7.13 = \$7,130 Grease, Trans fluid, misc. = \$1,000 500 bags Oil Dri/Grease @ \$8.00 = \$4,000 1,000 Gallons DEF Exhaust fluid @ \$2.69 = \$2,690	773,824	539,440
5320	Equipment & Major Purchases	1 Unmarked vehicle = \$28,000 4 Police Utility @ \$32,500 = \$130,000 1 Police Utility K9 = \$37,000 1 Township Vehicle @ \$28,000	223,000	289,000
5332	Accident Repairs	Repairs to Vehicles involved in accidents	40,000	40,000
5900	Interdepartmental Allocations	Charge backs to other departments	-2,660,833	-2,530,256

**POLICE DEPARTMENT  
VEHICLE REPLACEMENT LIST**

NUMBER	YEAR		2017	2018	2019	2020	2021
29-01	2014	Chief			X		
29-02	2014	Deputy Chief			X		
29-03	2013	Deputy Chief		X			
29-07	2015	Patrol			X		
29-08	2014	Patrol Sgt		X			
29-09	2014	Patrol Sgt		X			
29-10	2008	Mall Patrol					
29-11	2014	Patrol		X			
29-12	2015	Patrol			X		
29-13	2016	Patrol				X	
29-14	2013	Patrol	X				X
29-15	2014	Patrol		X			
29-16	2013	Patrol	X				X
29-17	2016	Patrol				X	
29-18	2016	Patrol				X	
29-19	2013	Patrol	X				X
29-20	2014	Unmarked		X			
29-21	2016	Patrol				X	
29-22	2015	Patrol			X		
29-23	2014	Patrol	X				X
29-24	2011	Anti-Crime	X				X
29-25	2011	Anti-Crime		X			
29-26	2009	Anti-Crime	X				X
29-27	2010	Spare					
29-28							
29-29	2008	Anti-Crime				X	
29-30	2012	Community Patrol				X	
29-31	2015	K-9					X
29-32	2015	K-9			X		
29-33	2011	K-9					
29-34	2008	K-9	X		X		
29-38	2008	School					
29-39	2010	School					
29-41	2008	Detective					
29-42	2003	Detective					
29-43	1988	Detective					
29-44	2009	Detective					

**POLICE DEPARTMENT  
VEHICLE REPLACEMENT LIST**

NUMBER	YEAR		2017	2018	2019	2020	2021
29-45	2008	Detective					
29-46	2007	Detective					
29-47	2013	Detective					
29-48	2005	Detective					
29-49	2007	Detective					
29-51	2009	Traffic					
29-52	2013	Traffic					
29-53	2004	Community PD					
29-54	2006	Community PD					
29-65	2007	Police SIU					
29-66	2006	Police SIU					
29-67	2007	Police SIU					
29-73	1992	CAPT					
29-74	2007	CAPT					
29-75	2002	SWAT					
29-80	2013	CAPT					
29-81	2004	Chip Van					
29-91	2011	Animal Control					
29-98	2009	Park Police					
29-99	2009	Park Police					

**PUBLIC WORKS  
VEHICLE REPLACEMENT LIST**

NUMBER	YEAR		G.V.W.	2017	2018	2019	2019	2020	2021
101	2007	International Dump	39,000				X		
102	2008	International Dump	39,000						
103	2012	International	39,000						
104	2014	Mack Dump	39,000						
105	2015	Mack Dump	33,000						
106	2004	GMC Dump	11,000	X					
107	2012	GMC Dump	11,000		X				
108	2012	Chevrolet Dump	11,000			X			
109	2004	GMC Dump	11,000	X					
110	2002	Chevrolet Dump	11,000			X			
111	1995	Ford Dump	33,000						
112	2000	International Dump	39,000						
113	1999	GMC Dump	36,000						X
114	2000	Ford Dump	19,000						
115	1999	GMC Dump	36,000						X
116	2015	GMC Utility Truck	12,000						
117	2001	Ford Stake Body	15,000						
118	2008	Mack Dump	66,000						
119	2004	Mack Dump	66,000						
120	1997	Ford Salt Body	33,000						

**PUBLIC WORKS  
VEHICLE REPLACEMENT LIST**

NUMBER	YEAR		G.V.W.	2017	2018	2019	2019	2020	2021
121	2000	Int'l Salt Body	38,000						
122	1975	Ford Tractor	26000						
123	2007	Mack Dump	58,000						
124	2003	GMC Dump	58,000						
125	2016	Ford SUV							
128	2001	Ford Bucket	11,000		X				
129	2012	Chevrolet Bucket	11,000				X		
131	2008	Ford Pick Up	8,500	X					
132	2008	Ford Pick Up	8,500	X					
133	2009	Ford Pick Up	11,000		X				

**PUBLIC WORKS  
EQUIPMENT REPLACEMENT LIST**

NUMBER YEAR 2017 2018 2019 2020 2021

**LEAF MACHINES**

136	2011	Gran Turk					
137	2007	Old Dominion Brush					
138	2010	Old Dominion Brush					
139	2014	Old Dominion Brush					
140	1994	Old Dominion Brush					
141	1997	Old Dominion Brush	X				
142	2008	Old Dominion Brush					
143	1998	Old Dominion Brush				X	
144	1998	Old Dominion Brush			X		
145	1992	Old Dominion Brush		X			
146	2013	Old Dominion Brush					
147	2013	Old Dominion Brush					
148	2011	Old Dominion Brush					

**WHEEL LOADERS/BACKHOES/TRACKLOADERS**

151	1997	Case Backhoe					
152	2013	Case Loader					
153	1998	Kubota Tractor		X			
155	2005	Case Backhoe			X		
156	2013	Case Loader					
158	2006	Case SkidSteer				X	
163	1997	Case SkidSteer					
191							

**ASPHALT PAVER/ROLLERS/STREET SWEEPER**

154	2011	Freightliner Sweeper					
161	2011	Hamm Roller					
162	1997	IS-Rand Roller					
192	2004	Caterpillar 1055					

**Fork Lift**

333	2000	Yale Forklift					
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Capital Improvement

**REFUSE DEPARTMENT  
VEHICLE REPLACEMENT LIST**

TRUCK #	YEAR		2017	2018	2019	2020	2021
201							
202	2014	Mack (rear)		X			
203	2004	Mack (side)					
204	2005	Mack (side)					
205	2015	Mack (side)					
206	2005	Mack (side)		X			
207	2010	Mack (side)		X			
208	2008	International (side)					
209	2004	Mack (side)					
210	2007	International (side)					
211	2007	International (side)				X	
212	2007	International (side)				X	
213	2003	International (side)					
214	2012	International (rear)					
215	2012	International (rear)					
216	2016	International (side)					
217	2010	International (side)					
218	2010	International (side)					
219	2007	International (side)					
220	2008	International (side)		X			
221	2008	International (side)			X		
222	2014	Peterbilt (side)					
223	2014	Peterbilt (side)					
224	2016	International (side)			X		
225	2014	Mack (side)					
240	2010	Chevrolet Pick Up					
241	2009	Ford Stakebody					
245	2008	Ford Pick Up	X				
250	2009	Chevrolet Sedan		X			
251	2016	Chevrolet Pick Up					

## TOWNSHIP VEHICLES VEHICLE REPLACEMENT LIST

NUMBER YEAR		DEPT.		2017	2018	2019	2020	2021
197	2007	Chevrolet Sedan	Engineering					
198	2006	Chevrolet Truck	Engineering					
199	2006	Ford Sedan	Engineering					
301	2009	Chevrolet Sedan	Code					
302	2006	Ford Sedan	Code	X				
303	2009	Ford Sedan	Code					
304	2010	Chevrolet Truck	Fire Marshall					
305	2010	Ford Sedan	Code					
310	2006	Ford Sedan	Code					
311	2000	Chevrolet Sedan	Code					
312	2016	Ford SUV	Asst. Fire Marshall					
313	2008	Chevrolet Utility Truck	Fire Inspector					
502	2006	Chevrolet Sedan	Asst. Twp. Manager					
503	2006	Chevrolet Sedan	Library					

Ø Replace with used Police Vehicle

**VEHICLE MAINTENANCE  
VEHICLE REPLACEMENT LIST**

<b>NUMBER</b>	<b>YEAR</b>		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
327	2008	Ford SUV			X		
331	2003	Ford Utility		X			
332	2003	GMC			X		
336	2015	GMC					

**PARKS & RECREATION  
VEHICLE REPLACEMENT LIST**

			2017	2018	2019	2020	2021
401	2007	Chevrolet SUV					
402	2014	Ford Suv					
405	2006	GMC Van					
406	2008	Ford Truck				X	
407	2013	Chevrolet Dump					
408	2007	Chevrolet Stake Body		X			
409	2003	Ford Truck				X	
410	2008	GMC Truck		X			
412	2015	Chevrolet Pick Up					
413	1999	GMC Dump			X		
414	2011	Ford Utility			X		
416	2015	GMC Dump					
423	1994	Case Back Hoe					

**WASTE WATER TREATMENT  
VEHICLE REPLACEMENT LIST**

<b>NUMBER</b>	<b>YEAR</b>		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
518	2013	Ford Dump					
519	2011	Chevrolet Truck					
520	2000	Chevrolet Van					
521	2002	Chevrolet Utility Body					
522	2008	Ford Utility Body					
523	1996	GMC Truck					
524	2004	International					
525	2005	Ford Sedan					
531	2016	Chevrolet Pick UP					
532	2016	Chevrolet Pick-Up					



# ABINGTON TOWNSHIP FIRE DEPARTMENT

## Goals - 2017

### GOALS AND OBJECTIVES

The Community-Driven Strategic Planning Process established the Mission, Vision, and Values of the Abington Township Fire Department (ATFD). In addition, the identification of strengths, concerns, and needs of both the organization and customers was accomplished. In order to achieve the mission of the ATFD, realistic goals and objectives have been established. Goals and objectives are imperative to enhance strengths, to address identified concerns, and to provide the individual members with clear direction.

In order to establish the goals and objectives, the leadership of the Abington Township Fire Department meets periodically to complete this critical phase of the planning process. Because goals and objectives are management tools, they should be updated on an on-going basis to identify what has been accomplished and to note changes within the organization and the community. The attainment of a performance target should be recognized and celebrated to provide a sense of organizational accomplishment. The goals and objectives are the focus of the efforts of the ATFD.

The ATFD set priorities for the accomplishment of specific objectives. The objectives that carried higher priorities will be completed first, and those objectives with a lower priority will be achieved later. Many goals and objectives identified in our 2008 Strategic Plan have already been accomplished.

The leadership of Abington Township Fire Department meets periodically to review progress toward these goals and objectives and adjust timelines and specific targets as needed.

The ten (10) goals identified below were developed, updated, and/or revised in 2013 and will be implemented over the next three to five years.

<b>Goal 1</b>	<b>To broaden and enhance the scope of the department's volunteer firefighter recruitment and retention programs in order to maintain and expand the current membership to ensure adequate personnel to accomplish our mission</b>
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<b>Timeline</b>	3 – 5 Years (Ongoing)
<b>Critical Tasks</b>	<ul style="list-style-type: none"> <li>• Utilize feedback from a membership focus group to expand existing recruitment and retention programs.</li> <li>• Support retention via confidential feedback surveys with existing volunteers.</li> <li>• Promote non-firefighter volunteer opportunities in order to recruit volunteers who can provide administrative and other support services.</li> <li>• Assess effectiveness of program and make modifications where appropriate.</li> <li>• Develop and implement a comprehensive multi-media marketing plan which puts ATFD in front of potential volunteers via online advertising, video, direct outreach, and enhanced advertising programs.</li> <li>• Utilize Firehouse Software data to document the success of the programs.</li> <li>• Update and enhance the ATFD web site.</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>• \$15,000 over four years from 2011 SAFER grant.</li> </ul>

<b>Goal 2</b>	<b>To establish high quality marketing, information, and educational programs taking full advantage of all outlets to improve our community's understanding, awareness, and perception of the Abington Township Fire Department</b>
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<b>Timeline</b>	3 – 5 Years (Ongoing)
<b>Critical Tasks</b>	<ul style="list-style-type: none"> <li>• Create a new brand identity based on focus group feedback conducted with members of the ATFD by a marketing consultant.</li> <li>• Develop and implement a comprehensive multi-media marketing plan. Use feedback from focus group to guide the plan.</li> <li>• Secure quotes from vendors to implement the new programs.</li> <li>• Establish a timeline for the launch of stepped-up marketing and awareness campaign.</li> <li>• Develop recruitment materials which target potential volunteers based on needs identified by the focus group.</li> <li>• Create the recruitment plan deliverables in close consultation with marketing firm.</li> <li>• Meet with school administrators to discuss options for placing recruitment materials within the school.</li> <li>• Update community outreach surveys to assess broader awareness of ATFD's services and volunteer opportunities.</li> <li>• Assess effectiveness of program and make modifications where appropriate.</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>• \$35,000 over four years from 2011 SAFER grant.</li> </ul>

<b>Goal 3</b>	<b>To ensure that current Incident Management and Firefighter Accountability programs are in place</b>
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<b>Timeline</b>	1 – 3 Years (Ongoing)
<b>Critical Tasks</b>	<ul style="list-style-type: none"> <li>• Appraise, review, and revise current ATFD Incident Management Guidelines.</li> <li>• Appraise, review, and revise current ATFD Firefighter Accountability Guidelines.</li> <li>• Have revised guidelines formally adopted by the ATFD membership.</li> <li>• Conduct a membership training program for the revised guidelines.</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>• No additional operating funds required.</li> </ul>

<b>Goal 4</b>	<b>To successfully implement a new NFPA 1582 compliant firefighter physicals program</b>
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<b>Timeline</b>	1 – 3 Years (Ongoing)
<b>Critical Tasks</b>	<ul style="list-style-type: none"> <li>• Issue a Request for Proposal to local health care providers for a NFPA 1582 compliant firefighter physicals program.</li> <li>• Select an appropriate qualified vendor.</li> <li>• Educate firefighters on the importance of the new physicals program.</li> <li>• Inform members of operating guidelines to ensure maximum quality control during administration of the new firefighter physicals program.</li> <li>• Establish schedule for firefighter physicals.</li> <li>• Report on success of program.</li> <li>• Annually assess needed changes to the program for the following year.</li> <li>• Develop an article on firefighter physicals program for the fire department's newsletter.</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>• \$50,000 per year.</li> </ul>

<b>Goal 5</b>	<b>To annually update our Community Risk Hazard Analysis and Standards of Cover Document to include current year data from our National Fire Incident Reporting System (NFIRS)</b>
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<b>Timeline</b>	1 – 5 Years (Updated Annually)
<b>Critical Tasks</b>	<ul style="list-style-type: none"> <li>• Compile current year data for inclusion in updated Standards of Cover document.</li> <li>• Conduct a formal review of data accrued each year thereafter.</li> <li>• Incorporate data into each subsequent year’s report.</li> <li>• Annually review baseline performance data and develop an action plan to make adjustments to our established benchmarks.</li> <li>• Communicate the action plan to ATFD volunteers, township administration, and elected officials.</li> <li>• Modify Standards of Cover each year following assessment of performance data.</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>• No additional operating funds required.</li> </ul>

<b>Goal 6</b>	<b>To continue working towards fire department accreditation and prepare for a successful site visit from a Peer Assessment Team from the Commission on Fire Accreditation International (CFAI)</b>
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<b>Timeline</b>	1 – 3 Years (Completed in 2014, Preparing for 2019)
<b>Critical Tasks</b>	<ul style="list-style-type: none"> <li>• Discuss accreditation goals with volunteers.</li> <li>• Develop timeline for finalizing accreditation documents and exhibits.</li> <li>• Plan logistics of Peer Assessment Team site visit.</li> <li>• Work with team leader to develop an agenda for the site visit.</li> <li>• Act on recommendations made by Peer Assessment Team.</li> <li>• Monitor effectiveness of recommendations as they are implemented.</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>• \$8,000 budgeted for CFAI Peer Assessment Team site visit.</li> </ul>

<b>Goal 7</b>	<b>Design, Purchase, and Construct a Multi-Purpose Fire Training Simulator</b>
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<b>Timeline</b>	3 – 5 Years (Completed in 2015)
<b>Critical Tasks</b>	<ul style="list-style-type: none"> <li>• Identify potential site at the ATFD Fire Training Facility for a Multi-Purpose Training Simulator.</li> <li>• Secure funding for project.</li> <li>• Develop a Request for Proposal for construction of simulator and submit to potential manufacturers.</li> <li>• Identify and select manufacturer.</li> <li>• Meet with selected manufacturer to develop construction timeline.</li> <li>• Oversee construction of Multi-Purpose Training Simulator.</li> <li>• Plan for development and implementation of Multi-Purpose Training Simulator firefighter training programs.</li> <li>• Conduct training programs for members on Multi-Purpose Training Simulator.</li> <li>• Plan official unveiling and ribbon cutting on Multi-Purpose Training Simulator.</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>• \$60,000 a year for three years. Total: \$180,000</li> </ul>

<b>Goal 8</b>	<b>Construction of a 9-11 Memorial at the ATFD Fire Training Facility</b>
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<b>Timeline</b>	1 – 3 Years (Completed in 2014)
<b>Critical Tasks</b>	<ul style="list-style-type: none"> <li>• Obtain a World Trade Center artifact.</li> <li>• Identify potential site for 9-11 Memorial.</li> <li>• Work with architect to develop a conceptual design for the memorial.</li> <li>• Secure funding for project.</li> <li>• Issue construction specifications and select a contractor.</li> <li>• Meet with contractor to develop a construction timeline.</li> <li>• Supervise construction of memorial.</li> <li>• Identify community leaders and donors for inclusion on guest list for official ribbon cutting.</li> <li>• Plan official dedication of 9-11 Memorial.</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>• \$20,000 from Community Donors.</li> </ul>

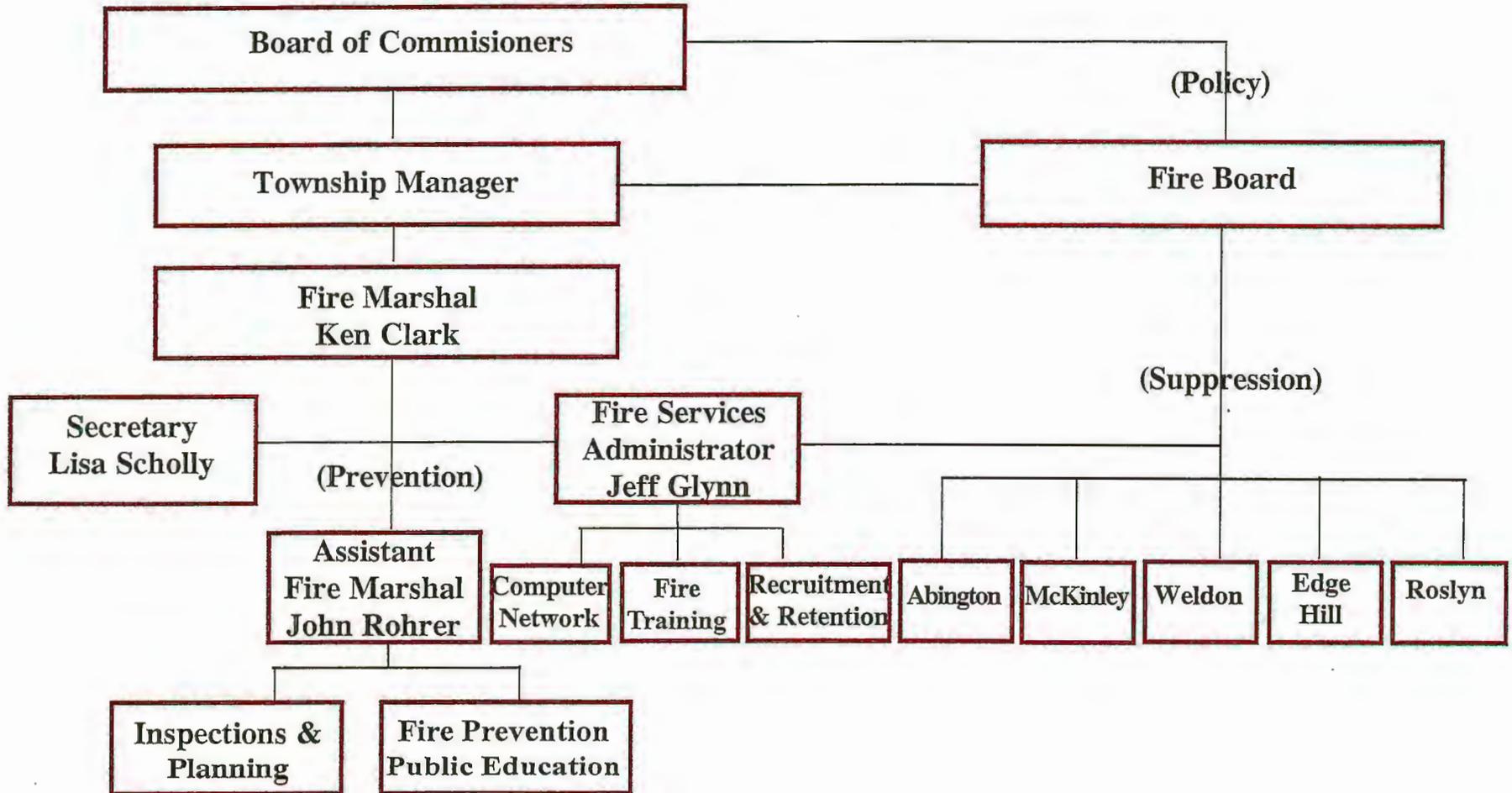
<b>Goal 9</b>	<b>Development and Implementation of Fire Training Performance-Based Measurements</b>
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<b>Timeline</b>	1 – 5 Years (Ongoing)
<b>Critical Tasks</b>	<ul style="list-style-type: none"> <li>• Develop a Performance-Based Measurement system based on industry best practices.</li> <li>• Communicate Performance-Based Measurement criteria to all members.</li> <li>• Implement Performance Based Measurements.</li> <li>• Utilize Firehouse Software to document and track the required training.</li> <li>• Review measurement criteria with members on an annual basis.</li> <li>• Based on an annual review and appraisal, make changes as needed to correct any deficiencies in the program.</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>• No additional operating funds required.</li> </ul>

<b>Goal 10</b>	<b>Establish and Operate a Citizens Fire Academy</b>
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<b>Timeline</b>	1 – 5 Years (Scheduled for Spring, 2017)
<b>Critical Tasks</b>	<ul style="list-style-type: none"> <li>• Develop a proposed curriculum.</li> <li>• Identify appropriate instructors for each session.</li> <li>• Create course materials needed to support curriculum.</li> <li>• Establish the schedule of classes and facility requirements.</li> <li>• Plan student registration process.</li> <li>• Promote this new program in the community.</li> <li>• Reach out to community leaders to garner publicity and support for the new Citizens Fire Academy.</li> <li>• Publicize Citizens Fire Academy to community via public relations, posters, flyers, social media, and local TV channels.</li> <li>• To help evaluate the success of the program, develop a student satisfaction survey form.</li> <li>• Evaluate effectiveness of the program and modify where needed.</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>• \$1,000 per year.</li> </ul>

# Abington Township Fire Department Organizational Chart 2017







2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: FIRE SERVICES

PROGRAM: FIRE MARSHAL

PROGRAM #057

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Fire Marshal (1) Assistant Fire Marshal (1) Community Service Specialist (1) Secretary (1)	96,880 54,014 53,371 46,616 <hr/> 250,881	98,922 55,153 54,497 47,599 <hr/> 256,171
5020	Wage Expense - Part-time	Funded for staffing personnel for Fire Inspections, Fire Prevention Training, Fire Prevention Safety Trailer, Preplanning, and Support Services.  Funded to provide: est 645 hours at \$16 / hour = 10,320 est 2000 hours at \$11 / hour = 22,000	32,600	32,320
5042	Overtime - Civilian	Overtime for Assistants to the Fire Marshal	2,180	2,180
5047	Overtime - Holiday	Overtime for Assistants to the Fire Marshal	1,500	1,500
5100	Longevity	Longevity	3,750	3,850
5110	Social Security	Social Security	22,255	22,646
5111	Medical Benefits	Medical Benefits	110,804	101,620
5112	Life Insurance	Life Insurance	903	922
5113	Disability Insurance	Disability Insurance	502	512
5234	Training	Funding for training State UCC requirements, County and Local level schools; National Fire Academy Programs; NFPA Programs; Training Conferences; EDITS, IAFC, and Center for Public Safety Excellence Conference for Accreditation.	7,475	7,975
5301	Association Dues & Seminars	Funded to cover expenses incurred for Membership Fees and Professional Organization Dues: NFPA; ICC: NAFC: IAFC: UCC and Seminars.	2,000	2,500
5307	Telephone	Mobile cell phones for Fire Marshal's Office.	1,070	1,345
5316	Uniforms	Uniforms for Fire Marshal, Assistant Fire Marshal, Community Service Specialist, part-time Fire Inspector and part-time personnel.	3,000	3,000

**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: FIRE SERVICES

PROGRAM: FIRE MARSHAL

PROGRAM #057

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5320	Equipment & Material Purchases - MAJOR	Funds purchases of new radios. Funds replacement of expendable materials, technical rescue trailer, water rescue, fire prevention trailers, portable generators and pumping equipment. Purchase new portable radio due to county radio upgrade program.	7,500	10,500
5322	Minor Equipment	Items funded by this category provide necessary minor equipment supporting the Fire Marshal Office. Includes safety equipment, coats, boots, gloves, disposable protective clothing, camera equipment, tools and equipment to assist in fire scene investigations and inspections of commercial properties.	2,500	2,500
5323	General Expense	Funded to cover the cost of specialized books, publications, NFPA codes. Office supplies for Fire Marshal's Office and general supplies for Fire Investigation; photography, cleaning supplies, etc.	1,115	1,115
5907	Transfer to Capital	Transfer to Capital for Fire Projects	85,000	85,000
5900	Interdepartmental Allocations	Computer Time	10,946	14,092
		Debt Service	0	0
		Insurance	15,346	17,708
		Workers Comp	83,054	96,894
		Finance Office	27,094	26,810
		Tax Office	23,480	24,389
		Vehicle Maintenance	48,757	38,925
		Administration	68,669	66,443
			277,346	285,261



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: FIRE SERVICES**

**PROGRAM: FIRE DEPARTMENT ASSESSMENT PROGRAM**

**PROGRAM #063**

<b>OBJECT CODE</b>	<b>ACCOUNT NAME</b>	<b>DESCRIPTION/JUSTIFICATION</b>	<b>2016 APPROVED BUDGET</b>	<b>2017 BUDGET REQUEST</b>
5020	Wage Expense –Part Time	Fire Department Fire Services Administrator/Accreditation Manager (35 hours per	45,514	46,469
5110	Social Security	Social Security (7.65%)	3,482	3,554
5300	Office Materials and Supplies	Office Materials and Supplies for Fire Department Fire Services Administrator/Accreditation Manager.	500	500
5301	Dues and Seminars	Required Memberships, Workshops, Seminars, Conferences and Training Materials for Fire Department.	5,093	5,093
5307	Telephone	Telephone	800	800
		<b>Totals</b>	<b>55,389</b>	<b>56,416</b>



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: FIRE SERVICES

PROGRAM: FIRE DEPARTMENT SUPPORT PROGRAM

PROGRAM #064

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5020	Wage Expense --Part-time	Wage Expense for Part-time Administrative Support Personnel	61,354	62,642
5110	Social Security	Social Security (7.65%)	4,694	4,792
5300	Office Materials and Supplies	Office Materials and Supplies for Administrative Support Programs.	2,078	2,078
5302	Computer Expense	CAD Interface Programs, Website Hosting and Maintenance Agreements, Software Licenses, Technical Support, Training, Additional Hardware and Software to Support the ATFD Computer Network Records Management System, Data Back Up Systems, High-Speed Internet Service, Social	12,000	12,000
5303	Advertising and Printing Expense	Printing of Accreditation Documents, Manuals, Materials; Newsletters, Fire Training Certificates, Fire Safety Education Materials, and Recruitment and Retention Publications. Advertising Fees.	5,000	5,000
5305	Contracted Services	Inspections, Maintenance, Improvements, and Up-Grades to the Fire Training Facility and Storage Building; Textbooks, Tuition, Instructor and Registration Fees, Learning Resource Materials, Equipment, Support Services, Consumable Supplies, Photography Expense, Materials for our Fire Safety and Public Education Programs and Recruitment & Retention Initiatives. Fire Alarm Monitoring Fees for the ATFD Accessory Training	62,641	63,956
5307	Telephone Expense	Telephone Expense	840	840
5308	Electric & Gas Expense	Electric & Gas Expense for the ATFD Accessory Training and Storage Building.	1,020	1,020
5319	Professional Services	Marketing, Recruitment, and Public Information Program; Including Fees for Photography, Professional Services, Design of Recruitment Publications, Photography, Materials, and Supplies; Editing Services for our CFAI Self-Assessment Manual and Standards of Cover Document; Grant Writing Services and Required Matching Fees, if any. Support of Fire Department and Accreditation	12,000	12,000
5322	Minor Equipment	Minor Equipment for ATFD Office, Fire Training, Computer Network System, Public Education Programs and ATFD Vehicles.	4,000	4,000
5342	Preventive Maintenance	Apparatus and Equipment Preventive Maintenance Program Reimbursement Expenses	75,000	76,575
		Total	240,627	244,903



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: FIRE SERVICES**

**PROGRAM: FIRE COMPANIES**

**PROGRAM #091**

<b>OBJECT CODE</b>	<b>ACCOUNT NAME</b>	<b>DESCRIPTION/JUSTIFICATION</b>	<b>2016 APPROVED BUDGET</b>	<b>2017 BUDGET REQUEST</b>
5111	Medical- Firefighter Physicals	To fund ½ of the cost of NFPA 1582 Firefighter physicals and fitness for duty-return to duty exams.	24,000	24,504
5215	Workers comp	Workers comp Insurance	80,000	80,000
5216	Insurance	Insurance Expense - Reimbursement to Fire	0	143,457
5236	Fire Companies	Est. Real Estate Tax Assessment multiplied by millage less estimated discount and reserve for liens.	920,000	955,000
5237	Hydrant Rental	Rental paid to Aqua PA for fire hydrants	219,519	219,519
5304	Equipment Repairs & Maintenance	Maintenance of air truck, air compressor, and related equipment; including parts, labor and quarterly air quality testing and certification	3,000	3,000
5307	Telephone	Service from (5) fire stations to Montgomery County Fire Dispatch	1,500	1,500
		<b>Totals</b>	<b>1,248,019</b>	<b>1,426,980</b>

# Abington Township Public Libraries

## Our Mission:

By adapting quickly and effectively to the dynamics of the information age, the Abington Township Public Libraries will serve as a gateway and guide to ideas, information and entertainment and will:

- Respond to the information needs of the Abington community using the latest technology to link local, national and global resources
  - Ensure access to extensive and relevant print, audio-visual and electronic resources for the community
  - Anticipate and satisfy the educational, cultural, business and recreational interests of the community, including those of individuals with special needs
  - Develop and provide inviting facilities and welcoming environments along with a friendly, knowledgeable staff to create a vital community resource for lifelong learning.
- 

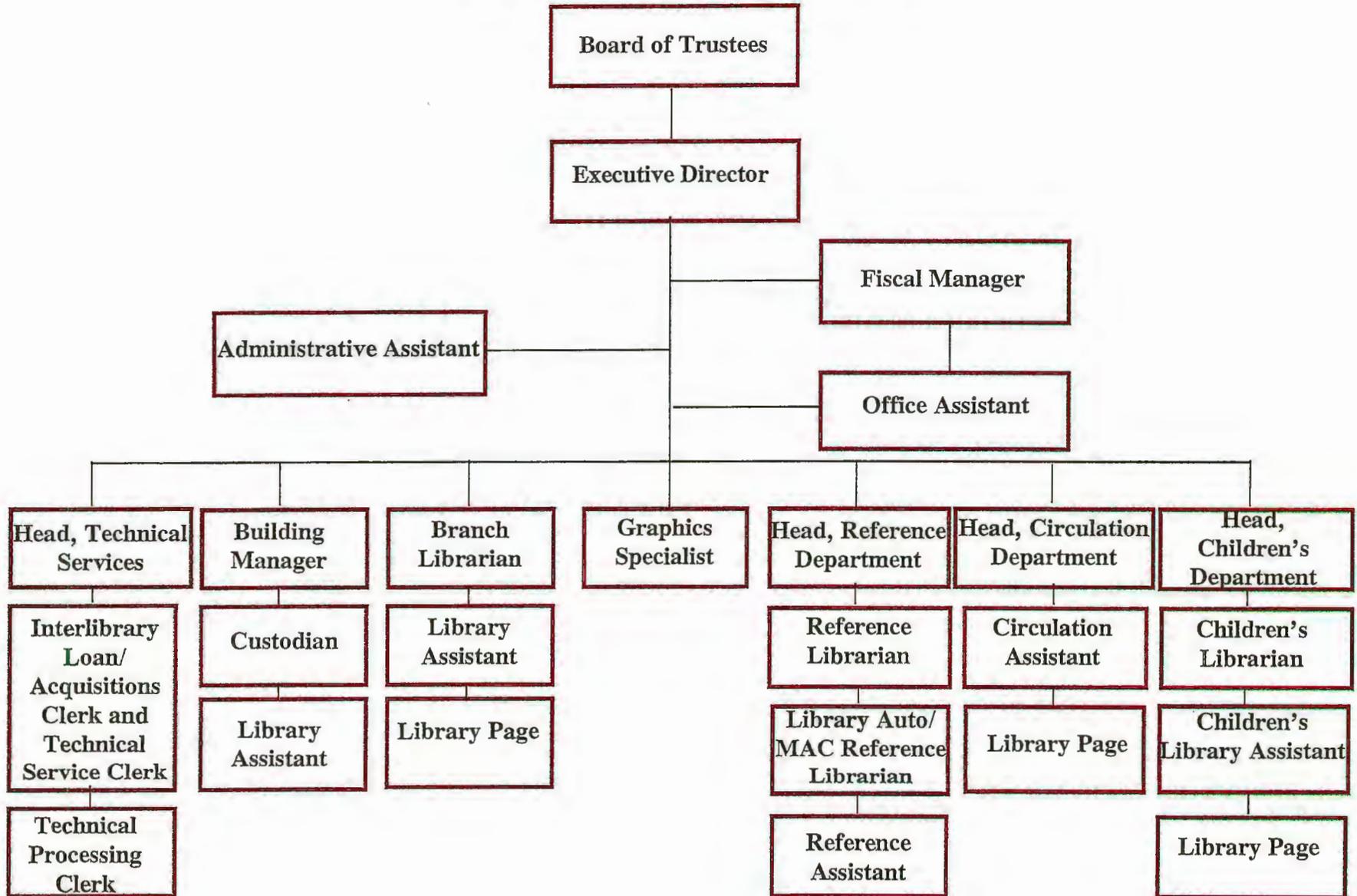
It will be a challenge to fulfill our mission in 2017. The Township has level-funded the Library's operating budget since 2005 and the Commonwealth has proposed level funding for 2017 for the sixth year in a row. The Library is still feeling the negative effects resulting from deep cuts in State funding imposed in 2009. Our patrons are watching their pennies, too, and they are taking advantage of paying overdue fees via eCommerce, resulting in the decline of our overdue revenues by an estimated \$2,000 since 2015.

In 2017, we estimate 340,000 people will use the library and we will circulate more than 450,000 items.

If you take a look at our proposed 2017 operating budget, you see that the library will:

- Provide quality, state-of-the-art library service at both facilities.
- Manage a budget of \$2,665,230.
- Maintain a staff of professional librarians, including a Children's and Young Adult librarian, an IT librarian and a strong support staff.
- Maintain and develop a collection of more than 160,000 items – including reference materials, books, an audio/visual collection of 13,500, 244 periodical subscriptions and 21 electronic databases.
- Emphasize service to children through a strong collection, regular programming, Summer Reading programs and outreach efforts.
- Provide electronic resources, such as ebooks, emagazines, wireless access to the Internet and membership in Access Pennsylvania.
- Maintain current hours of operation at 7 days and 65 hours per week annually.
- Maintain circulation of more than 450,000 items per year.
- Continue to serve the more than 340,000 people who visit the libraries each year.
- Accurately, efficiently and courteously answer more than 44,000 reference questions per year.
- Support and administer the Adult Literacy English Language Civics Program, which serves more than 100 student/tutor pairs annually.
- Maintain and enhance physical facilities in Abington and Roslyn.
- Maintain positive partnerships with Friends of the Library and local civic organizations.

# Abington Free Library Table of Organization 2017







2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: LIBRARY

PROGRAM: WAGES

PROGRAM #071

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salaries	Executive Director	116,436	118,891
		Fiscal Manager	67,172	68,589
		Graphic Spec/Office Asst	54,456	55,605
		Administrative Assistant	39,564	41,424
		Building Manager	51,250	51,251
		Building Superintendent	53,532	54,661
		Head Reference Librarian	66,800	68,209
		Reference Librarian	59,442	60,696
		Reference Librarian	55,899	45,100
		YA Reference Librarian	45,694	46,658
		MCLINC Auto Coordinator/Librarian	49,974	51,028
		Branch Librarian	61,811	63,115
		Children's Librarian	68,097	69,533
		Children's Library Asst	49,928	50,981
		Circulation Department Head	48,080	50,995
		Circulation Assistant	35,834	39,464
		Circulation Assistant	39,565	41,424
		Circulation Assistant	39,565	41,424
		Technical Serv Dept Head	65,773	67,160
		Technical Processing Asst	60,234	61,505
		Bibliographic Assistant	43,235	44,147
Bibliographic Assistant	43,486	44,403		
ILL/Acquisitions Technician	39,565	41,424		
		1,255,392	1,277,687	
5020	Wages - Part-time	Wages part-time: 34 regular and 3 seasonal	270,000	270,000
5100	Longevity	Longevity	36,400	31,000
5110	Social Security	Social Security	119,477	120,770
5111	Medical Benefits	Medical Benefits	472,848	473,171
5112	Life Insurance	Life Insurance	4,579	4,600
5113	Disability Insurance	Disability Insurance	2,544	2,555



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PUBLIC LIBRARY

PROGRAM #072

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST	2016 ACTUAL BUDGET
5334	Operations	Utilities/Maintenance - Roslyn			
		Electric	4,200	4,200	4,200
		Water	275	275	275
		Maintenance	2,000	2,000	2,000
		Utilities/Maintenance - Abington			
		Gas	10,000	10,000	10,000
		Electric	29,000	29,000	29,000
		Water	4,980	4,980	4,980
		Maintenance	15,000	15,000	15,000
		H/A/C Contract	4,000	4,000	4,000
		Janitorial Supplies	3,000	3,000	3,000
		Operating Expenses for Roslyn & Abington			
		Library & Office Supplies	1,000	1,000	1,000
		Printed Forms			
		Equipment Repair	1,000	1,000	1,000
		Computer & Maintenance	4,000	4,000	4,000
		Postage			
		Memberships	500	500	500
		Conference/Travel/Education	1,000	1,000	1,000
		Furniture & Equipment	1,000	1,000	1,000
		Audit	4,500	4,500	4,500
		Miscellaneous	1,500	1,500	1,500
		Bank Charges			
		Phones	5,000	5,000	5,000
		Library Programs			
		Children's Programs & Supplies			
		Public Info. & Publicity Printing	2,850	2,850	2,850
Collection Supplies	12,895	12,895	12,895		
MCLINC	10,000	10,000	10,000		
LYRASILS (cataloging & search)	10,000	10,000	10,000		
Book Budget	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>		
		132,700	132,700	132,700	
5701	"Challenge" Grant	"Challenge" Grant	15,000	15,000	15,000
5900	Interdept. Allocations	Insurance (Building)	24,046	10,194	24,046
		Workers Compensation	4,174	3,752	4,174
		Finance	29,842	29,775	29,443
		Tax	25,957	26,985	26,029
		Vehicle Maint	12,189	10,026	12,195
		Gen'l Administration	<u>75,635</u>	<u>73,789</u>	<u>75,635</u>
		171,843	154,521	171,522	

	<b>Budget 2016</b>	<b>Budget 2017</b>
<b>REVENUE</b>		
Net Operating Receipts		
Fines--AFL	52,500	52,500
Fines--Roslyn	1,600	1,600
Meeting Room	4,500	5,000
Fax & Copiers	1,900	2,000
Lost Books	6,000	7,000
Rental Books	2,000	2,000
Reference Printing/Income	9,500	10,500
Miscellaneous	2,400	2,200
Interest--Library Funds	450	625
<b>Total Net Operating</b>	<b>80,850</b>	<b>83,425</b>
Township Appro-Oper Exp	132,700	132,700
Township Appro - Salary FT	1,271,810	1,277,587
Township Appro - Salary PT	275,000	270,000
Township Appro - SS/MC Taxes	123,028	121,686
Township Appro - Medical	433,106	496,457
Township Appro - Life Ins FT	4,579	4,643
Township Appro - Disability FT	2,544	2,579
Township Appro-Longevity	36,400	31,000
Appropriation Rockledge Borough	2,500	2,500
Challenge Grant	15,000	15,000
State Aid	182,371	185,653
Access	0	0
Transfers from Special Income	35,500	35,500
Ad Lit Support	4,500	4,500
<b>Total Funding Revenue</b>	<b>2,519,038</b>	<b>2,579,805</b>
<b>TOTAL OPERATING REVENUE</b>	<b>2,599,888</b>	<b>2,663,230</b>

	<b>Budget 2016</b>	<b>Budget 2017</b>
<b>PERSONNEL</b>		
Salaries - FT	1,271,810	1,277,587
Salaries - PT	275,000	270,000
Salaries - SS/MC Taxes	123,028	121,686
Township Appro - Medical	433,106	496,457
Township Appro - Life Ins FT	4,579	4,643
Township Appro - Disability FT	2,544	2,579
Salaries--Library/Access Funds	0	5,000
Contracted Services	750	750
Longevity	36,400	31,000
	<hr/>	<hr/>
<b>TOTAL PERSONNEL</b>	<b>2,147,217</b>	<b>2,209,702</b>
 <b>MAINTENANCE OF PLANT</b>		
Gas--AFL	10,500	10,000
Electric--AFL	40,000	39,000
Water--AFL	6,000	6,000
Maintenance--AFL	28,000	29,500
H/AC - Contract	5,000	5,000
Electric--Roslyn	4,200	4,200
Water-Roslyn	275	275
Maintenance--Roslyn	2,000	2,250
Janitorial Supplies	3,000	3,500
	<hr/>	<hr/>
<b>TOTAL MAINTENANCE</b>	<b>98,975</b>	<b>99,725</b>

	<b>Budget 2016</b>	<b>Budget 2017</b>
<b>OPERATIONS</b>		
Library & Office Supp.	1,000	1,000
Printed Forms	2,000	2,000
Library & Office Equip. Maint.	1,500	1,500
Computer Maint & Equip.	4,500	4,500
Postage	2,500	2,500
Membership & Dues	450	450
Conference/Travel/Education	1,500	1,500
Furniture & Equipment	2,500	2,500
Audit	5,500	6,500
Misc. Operating Expenses	2,000	2,000
Bank Charges & Fees	100	100
Telephone - AFL	5,900	5,900
Telephone--Roslyn	1,100	1,100
Library Programs	5,000	6,000
Children's Program & Supplies	10,000	10,000
Public Information & Printing	5,000	5,000
Copier Rental & Costs	250	120
MCLINC	12,500	12,500
Palinet (information & cataloging)	12,000	12,000
Contingency	57	294
	<hr/>	<hr/>
<b>TOTAL OPERATIONS</b>	<b>75,357</b>	<b>77,464</b>

	<b>Budget 2016</b>	<b>Budget 2017</b>
<b>BOOKSTOCK</b>		
Books	112,165	98,946
Periodicals	18,877	18,877
Audio	15,929	17,497
Serials & Standing Orders	13,765	13,765
Video	9,702	12,104
Electronic Resources	22,486	31,735
Rental Books	0	0
Freight In	1,000	1,000
Binding	1,500	1,500
Collection Supplies	82,915	82,915
<b>TOTAL BOOKSTOCK</b>	<b>278,339</b>	<b>278,339</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>2,599,888</b>	<b>2,665,230</b>

2017 Proposed Budget

ABINGTON TOWNSHIP PUBLIC LIBRARY  
 TREASURER'S REPORT  
 INCOME COMPARED TO BUDGET AND PRIOR YEAR  
 PROJECTION FOR THE YEAR ENDING DECEMBER 31, 2017

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	Budget 2016	PROPOSED BUDGET 2017	Year to Date Received to Jun 30,2016	Year to Date Projected Budget	←----Year to Date----→ Variance \$      %		Budget Remaining Over(Under)	Received YTD Jun 30, 2015
<b>REVENUE</b>								
<b>Net Operating Receipts</b>								
4010 Fines--AFL	52,500	52,500	26,690	26,250	440	2%	(25,810)	25,143
4011 Fines--Roslyn	1,600	1,600	777	800	(23)	-3%	(823)	850
4030 Meeting Room	5,000	5,000	4,250	2,500	1,750	70%	(750)	3,850
4031 Fax & Copier Income	2,000	2,000	1,700	1,000	700	70%	(300)	1,113
4040 Lost Books	7,000	7,000	4,296	3,500	796	23%	(2,704)	3,033
4050 Rental Books	2,000	2,000	1,162	1,000	162	16%	(838)	1,186
4052 Reference Printing/Income	10,500	10,500	6,386	5,250	1,136	22%	(4,114)	5,449
4070 Miscellaneous	2,200	2,200	1,153	1,100	53	5%	(1,047)	1,091
4510 Interest--Library Funds	625	625	477	312	164	52%	(149)	250
<b>Total Net Operating</b>	<b>83,425</b>	<b>83,425</b>	<b>46,890</b>	<b>41,712</b>	<b>5,178</b>	<b>12%</b>	<b>(36,535)</b>	<b>41,966</b>
4200 Twp Approp - Operating Exp	132,700	132,700	77,434	66,350	11,084	17%	(55,266)	81,874
4201 Twp Approp - Salary FT	1,255,392	1,277,587	614,591	614,591	(0)	0%	(640,801)	606,605
4204 Twp Approp - Salary PT	270,000	270,000	133,097	129,400	3,697	3%	(136,903)	129,991
4205 Twp Approp - SS/MC Taxes	119,477	121,686	59,603	58,100	1,503	3%	(59,874)	58,886
4206 Twp Approp - Medical FT	472,848	496,457	243,653	236,424	7,229	3%	(229,195)	199,172
4207 Twp Approp - Life Ins FT	4,579	4,643	2,261	2,289	(29)	-1%	(2,318)	2,056
4208 Twp Approp - Disability FT	2,544	2,579	1,228	1,272	(44)	-3%	(1,316)	1,236
4203 Township Approp-Longevity	36,400	31,000	36,400	36,400	0	0%	0	37,600
4210 Appropriation Rockledge Borough	2,500	2,500	2,500	2,500	0	0%	0	2,500
4202 Challenge Grant	15,000	15,000	0	0	0	#DIV/0!	(15,000)	0
4101 State Aid	185,653	185,653	185,653	185,653	0	0%	0	182,371
4110 Access	0	0	0	0	0	#DIV/0!	0	0
4090 Transfers from Special Income	35,500	37,500	0	17,750	(17,750)	-100%	(35,500)	0
4590 Ad Literacy Support	4,500	4,500	2,250	2,250	0	0%	(2,250)	2,250
<b>Total Finding Revenue</b>	<b>2,537,093</b>	<b>2,581,805</b>	<b>1,358,669</b>	<b>1,352,979</b>	<b>5,690</b>	<b>0%</b>	<b>(1,178,424)</b>	<b>1,304,542</b>
<b>TOTAL OPERATING REVENUE</b>	<b>2,620,518</b>	<b>2,665,230</b>	<b>1,405,560</b>	<b>1,394,692</b>	<b>10,868</b>	<b>1%</b>	<b>(1,214,958)</b>	<b>1,346,507</b>

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ABINGTON TOWNSHIP PUBLIC LIBRARY  
 TREASURER'S REPORT  
 EXPENSES COMPARED TO BUDGET AND PRIOR YEAR  
 ADJUSTMENTS FOR YEAR ENDING DECEMBER 31, 2016

2017 Proposed Budget

	Budget 2016	PROPOSED BUDGET 2017	Year to Date Expensed to Jun 30, 2016	Year to Date Projected Budget	←Year to Date→ Variance \$ Over(Under) %		Budget Remaining Over/(Under)	Jun 30, 2015
<b>PERSONNEL</b>								
5000 Salaries - FT	1,255,392	1,277,587	614,591	614,591	(0)	0%	(640,801)	606,605
5002 Salaries - PT	270,000	270,000	133,097	129,400	3,697	3%	(136,903)	129,991
5005 Salaries - SS/MC Taxes	119,477	121,686	59,603	58,100	1,503	3%	(59,874)	58,886
5006 Medical - FT	472,848	496,457	243,653	236,424	7,229	3%	(229,195)	199,000
5007 Life Insurance - FT	4,579	4,643	2,261	2,289	(29)	-1%	(2,318)	2,228
5008 Disability - FT	2,544	2,579	1,228	1,272	(44)	-3%	(1,316)	1,236
5009 Salaries - Library/Access Funds	5,000	5,000	0	0	0	#DIV/0!	(5,000)	0
5010 Contracted Services	750	750	511	375	136	36%	(239)	469
5100 Longevity	36,400	31,000	36,400	36,400	0	0%	0	37,600
<b>TOTAL PERSONNEL</b>	<b>2,166,990</b>	<b>2,209,702</b>	<b>1,091,342</b>	<b>1,078,851</b>	<b>12,491</b>	<b>1%</b>	<b>(1,075,648)</b>	<b>1,036,015</b>
<b>MAINTENANCE OF PLANT</b>								
5210 Gas--AFL	10,500	10,000	3,996	7,725	(3,729)	-48%	(6,504)	6,939
5212 Electric--AFL	40,000	39,000	13,858	17,100	(3,242)	-19%	(26,142)	14,073
5214 Water--AFL	6,000	6,000	2,611	3,000	(389)	-13%	(3,389)	3,731
5220 Maintenance--AFL	28,000	29,500	21,058	14,000	7,058	50%	(6,942)	13,375
5221 HVAC - Contract	5,000	5,000	440	2,552	(2,112)	-83%	(4,560)	1,224
5242 Electric--Roslyn	4,200	4,200	1,134	2,100	(966)	-46%	(3,066)	1,335
5244 Water-Roslyn	275	275	124	138	(14)	-10%	(151)	115
5250 Maintenance--Roslyn	2,000	2,250	861	1,000	(139)	-14%	(1,139)	1,075
5260 Janitorial Supplies	3,000	3,500	2,722	1,500	1,222	81%	(278)	1,052
<b>TOTAL MAINTENANCE</b>	<b>98,975</b>	<b>99,725</b>	<b>46,805</b>	<b>49,115</b>	<b>(2,310)</b>	<b>-5%</b>	<b>(52,170)</b>	<b>42,920</b>

2017 Proposed Budget

ABINGTON TOWNSHIP PUBLIC LIBRARY  
 TREASURER'S REPORT  
 EXPENSES COMPARED TO BUDGET AND PRIOR YEAR  
 ADJUSTMENTS FOR YEAR ENDING DECEMBER 31, 2016

	Budget 2016	PROPOSED BUDGET 2017	Year to Date Expensed to Jun 30, 2016	Year to Date Projected Budget	← Year to Date → Variance \$ Over(Under) %		Budget Remaining Over/(Under)	Jun 30, 2015
<b>OPERATIONS</b>								
5301 Library & Office Supp.	1,000	1,000	525	500	25	5%	(475)	380
5303 Printed Forms	2,000	2,000	1,025	1,450	(425)	-29%	(975)	102
5304 Library & Office Equip. Maint.	1,500	1,500	0	750	(750)	-100%	(1,500)	0
5305 Computer Maint & Equip.	4,500	4,500	3,787	3,850	(63)	-2%	(713)	2,146
5306 Postage	2,500	2,500	914	1,000	(86)	-9%	(1,586)	716
5310 Membership & Dues	450	450	182	385	(203)	-53%	(268)	340
5311 Conference/Travel/Education	1,500	1,500	749	750	(1)	0%	(751)	927
5320 Furniture & Equipment	2,500	2,500	1,670	1,250	420	34%	(830)	2,378
5330 Audit	5,500	6,500	5,500	5,500	0	0%	0	4,500
5340 Misc. Operating Expenses	2,000	2,000	805	1,000	(195)	-20%	(1,195)	1,195
5341 Bank Charges & Fees	100	100	16	50	(34)	-68%	(84)	0
5361 Telephone - AFL	5,900	5,900	2,320	2,950	(630)	-21%	(3,580)	2,562
5362 Telephone-Roslyn	1,100	1,100	546	550	(4)	-1%	(554)	532
5410 Library Programs	6,000	6,000	4,879	4,100	779	19%	(1,121)	4,474
5420 Children's Program & Supplies	10,000	10,000	7,334	6,200	1,134	18%	(2,666)	3,519
5430 Public Information & Printing	5,000	5,000	1,080	1,900	(620)	-43%	(3,920)	1,069
5440 Copier Rental & Costs	120	120	0	60	(60)	-100%	(120)	0
5508 MCLINC	12,500	12,500	5,668	6,250	(582)	-9%	(6,832)	5,530
5510 Palinet (information & cataloging)	12,000	12,000	5,598	6,000	(402)	-7%	(6,402)	5,395
6990 Contingency	44	294	0	22	(22)	-100%	(44)	0
					0		0	
<b>TOTAL OPERATIONS</b>	<b>76,214</b>	<b>77,464</b>	<b>42,597</b>	<b>44,517</b>	<b>(1,920)</b>	<b>-4%</b>	<b>(33,617)</b>	<b>35,764</b>
<b>BOOKSTOCK</b>								
5520 Books	98,946	98,946	55,496	49,473	6,023	12%	(43,450)	60,498
5521 Periodicals	18,877	18,877	17,088	16,250	838	5%	(1,789)	15,864
5522 Audio	17,497	17,497	8,654	8,748	(95)	-1%	(8,843)	8,841
5523 Serials & Standing Orders	13,765	13,765	3,696	6,882	(3,186)	-48%	(10,069)	5,186
5524 Video	12,104	12,104	5,841	6,052	(211)	-3%	(6,263)	5,511
5525 Electronic Resources	31,735	31,735	21,601	19,835	1,766	9%	(10,134)	17,682
5526 Supplemental	0	0	1,072	0	1,072	#DIV/0!	1,072	1,107
5527 Rental Books	0	0	695	0	695	#DIV/0!	695	780
5528 Freight In	1,000	1,000	193	500	(307)	-61%	(807)	299
5529 Binding	1,500	1,500	0	500	(500)	-100%	(1,500)	0
5505 Collection Supplies	82,915	82,915	48,792	41,457	7,334	18%	(34,123)	33,616
<b>TOTAL BOOKSTOCK</b>	<b>278,339</b>	<b>278,339</b>	<b>163,128</b>	<b>149,698</b>	<b>13,429</b>	<b>9%</b>	<b>(115,211)</b>	<b>149,382</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>2,620,518</b>	<b>2,665,230</b>	<b>1,343,872</b>	<b>1,322,181</b>	<b>21,691</b>	<b>2%</b>	<b>(1,276,646)</b>	<b>1,264,082</b>

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# Bureau of Parks and Recreation

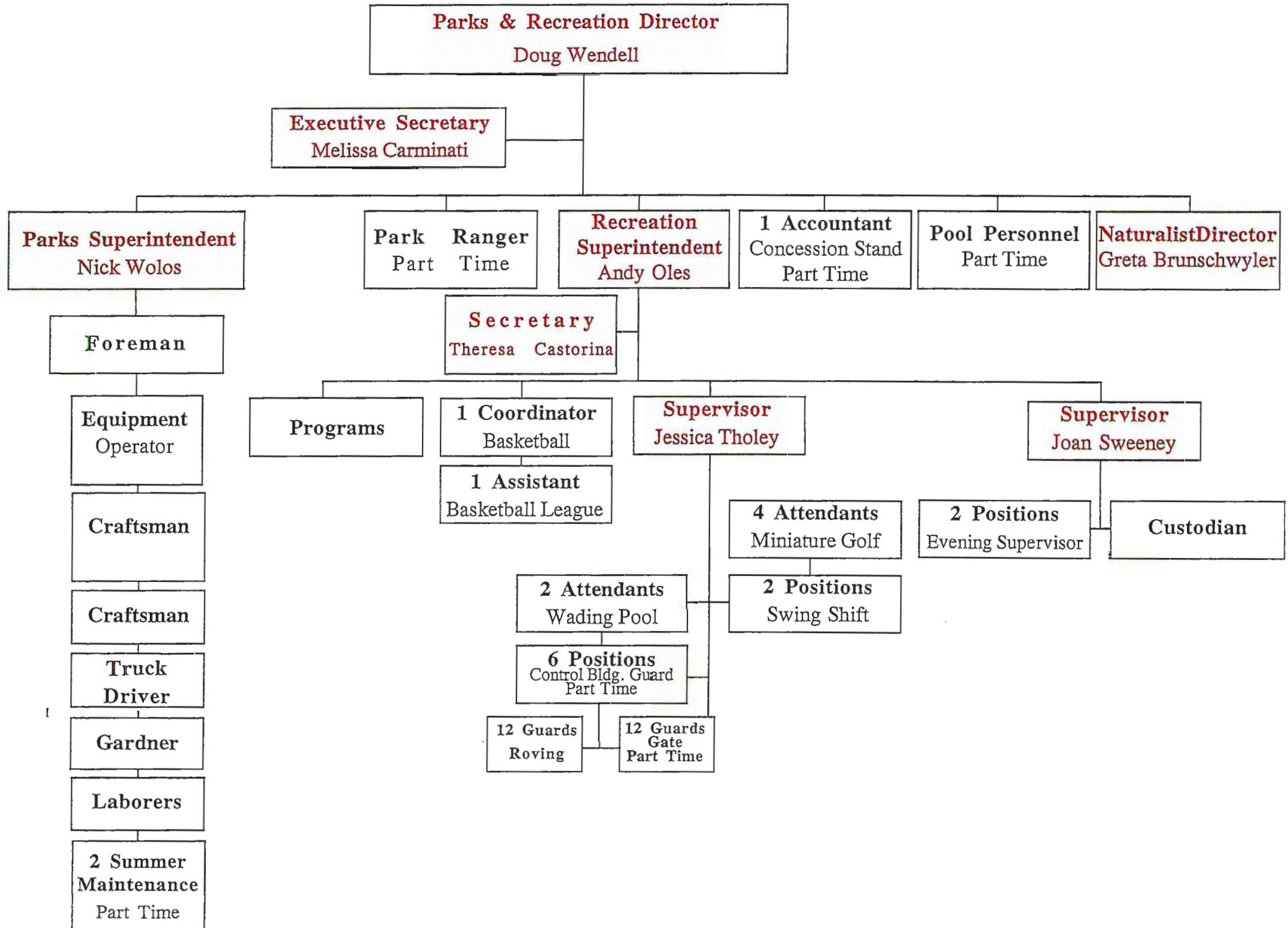
## GOAL:

To provide essential park and recreational facilities and organized programs to enhance the quality of life for the residents of Abington Township.

## OBJECTIVES:

- Provide recreational opportunities for residents of all ages on a year round basis
- Provide information to the Board of Commissioners through the Township Manager and Finance Officer in regard to funding in keeping with the Bureau's goal.
- Direct the day-to-day supervision of the Bureau's full and part-time personnel.
- Develop management programs to balance preservation of natural resources with recreational use.
- Plan and supervise the opening of Crestmont and Penbryn Pools.
- Work with the Township Manager and the Bureau staff to respond to resident questions and concerns.
- Coordinate Parks and Recreation efforts with public and private partners:
  - Abington School District
  - Surrounding Municipalities
  - Citizen Groups
  - Y.M.C.A.
- Maintain, repair, and ensure the preservation of more than 400 Acres of park land that houses numerous recreational facilities under the jurisdiction of the Bureau.
- Through Briar Bush Nature Center, provide quality group and public exhibits to pre-schoolers through senior citizens
- Continue to address the needs of the in-line/skateboarding public by developing facilities where this activity can take place.

# Parks & Recreation Department - 2017





2017 BUDGET PROPOSAL

PROG: PARKS ADMINISTRATION

PROGRAM # 01-24  
150

OBJECT NO	OBJECT NAME	2016 APPROVED BUDGET	2016 ADJUSTED BUDGET	2017 BUDGET REQUEST
5000	SALARY EXPENSE	262,707	262,707	270,746
5041	OVERTIME	2,100	2,100	2,100
5100	LONGEVITY	6,350	6,350	6,450
5110	SOCIAL SECURITY	20,744	20,744	21,366
5111	MEDICAL BENEFITS	84,178	84,178	79,945
5112	LIFE INSURANCE	946	946	975
5113	DISABILITY INSURANCE	525	525	541
5300	OFFICE MATERIALS & SUPPLIES	5,500	5,500	5,500
5301	ASSOCIATION DUES & SEMINARS	5,110	5,110	5,730
5302	COMPUTER EXPENSE	17,133	17,133	18,053
5303	ADVERTISING & PRINTING	13,500	13,500	13,900
5304	EQUIPMENT REPAIR & MAINT.	721	721	721
5307	TELEPHONE	5,680	5,680	5,680
5323	GENERAL MATERIALS & SUPPLIES	2,815	2,815	2,815
SUB TOTAL		428,009	428,009	434,522
5900	INTERDEPT. ALLOCATION	481,364	481,364	470,140
TOTAL		909,373	909,373	904,662

WORKLOAD

The Professional staff at the Bureau of Parks & Recreation administers the following resources and programs:

1. The 29 physical facilities listed under program #157 - recreational facilities.
2. Supervise a full-time staff of 18 and a part-time staff of up to 150 individuals.
3. Prepare and operate the activities and special events listed under program #156.
4. Maintain and govern the two pool complexes under program #s 153 and 154.
5. Control the following in revenues:

2017 est	2016 est	2015	2014
\$1,050,000	\$1,050,000	\$1,035,639	\$1,051,119

**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: PARKS & RECREATION**

**PROGRAM: PARKS ADMINISTRATION**

**PROGRAM #150**

<b>OBJECT CODE</b>	<b>ACCOUNT NAME</b>	<b>DESCRIPTION/JUSTIFICATION</b>	<b>2016 APPROVED BUDGET</b>	<b>2017 BUDGET REQUEST</b>
5000	Salary Expense	Director Recreation Superintendent Executive Secretary Secretary	108,308 67,638 48,076 <u>38,685</u> 262,707	110,592 69,064 49,090 <u>42,000</u> 270,746
5041	Overtime	Clerical Overtime Needs	2,100	2,100
5100	Longevity	Director Recreation Superintendent Executive Secretary Secretary	2,900 1,800 1,650 0 6,350	2,900 1,850 1,700 0 6,450
5110	Social Security	SSI Taxes for Staff	20,744	21,366
5111	Medical Benefits	Full Time Staff	84,178	79,945
5112	Life Insurance	Full Time Staff	946	975
5113	Disability Ins	Full Time Staff	525	541
5300	Office Materials & Supplies	Paper, Ink, & Masters for Program Fliers and Copy Machine, Ink Cartridges, Letterhead and Envelopes Stationery Supplies	2,750 500 <u>2,250</u> 5,500	2,750 500 <u>2,250</u> 5,500
5301	Association Dues & Seminars	See attached	5,110	5,730
5302	Computer Expenses	Cleaning Sup./Print Ribbon Cable Modem Service for Skatepark Upgrades for Hardware Repair/Replacement Annual Maintenance Contract	925 3,000 6,570 <u>6,638</u> 17,133	925 3,920 6,570 <u>6,638</u> 18,053
5303	Advertising & Printing	Printing Fall/Winter/Spring Brochures and Alverthorpe Park Brochures Printing of Pool Applications, Scorecards, Facility Permits, Stationery, etc.	11,300 <u>2,200</u> 13,500	11,700 <u>2,200</u> 13,900
5304	Equipment Repair &	Purchase of Required Toner,		

**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: PARKS & RECREATION**

**PROGRAM: PARKS ADMINISTRATION**

**PROGRAM #150**

<b>OBJECT CODE</b>	<b>ACCOUNT NAME</b>	<b>DESCRIPTION/JUSTIFICATION</b>	<b>2016 APPROVED BUDGET</b>	<b>2017 BUDGET REQUEST</b>
	Maintenance	Ink, Drums, etc. needed to run Office Equipment	721	721
5307	Telephone	Office Telephone Service	5,680	5,680
5323	General Materials & Supplies	Petty Cash Reimbursement	650	650
		Photographic Needs	400	400
		Pesticide Licensing, Certification Requirements	650	650
		DER and CDL reimbursements, SESAC(music licensing)*	<u>1,115</u>	<u>1,115</u>
			2,815	2,815
5900	Inter. Allocation	Computer Time	17,201	20,355
		Debt Service	2,664	2,268
		Insurance	55,815	52,701
		Workers' Compensation	25,726	25,154
		Finance Office	46,915	46,813
		Tax Office	43,488	45,227
		Vehicle Maintenance	170,648	161,608
		Administration Chargeback's	<u>118,907</u>	<u>116,014</u>
			481,364	470,140

\*Licensing fee required when the Bureau hosts any event where music is performed



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PARKS & RECREATION

PROGRAM: ALVERTHORPE PARK

PROGRAM #151

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Recreation Supervisor	52,510	53,618
5020	Wages Exp./Pt Time	Park Guards/Control Guards Part Time Acct/ Staff	92,500	92,500
5041	Overtime	Recreation Supervisor	2,200	2,200
5100	Longevity	Recreation Supervisor	1,950	2,000
5110	Social Security	Part Time/Full Time Emp.	11,411	11,499
5111	Medical Benefits	Part Time/Full Time Emp.	29,828	28,783
5112	Life Ins.	Recreation Supervisor	189	193
5113	Disability Ins.	Recreation Supervisor	105	107
5305	Contracted Services	Cable Modem from Control Building to Main Parks Office. Emergency electrical, plumbing, tree work, comcast, security specialists, septic service	2,600	4,500
5307	Telephone	Telephone	500	1,810
5316	Uniform Expense	Park Guard Uniform Upkeep	1,000	1,000
5322	Minor Equipment	Security Equipment such as two-way radios, flashlights, and cart repairs.	2,800	2,800
5323	General Material & Supplies	Chemicals utilized for pool sidenfection plus paint, test kits etc.	1,500	1,500
		Fertilizers, Pesticides and Equipment (flags, racks, ball washer, etc.) required to maintain par-3 golf course.	2,500	2,500
		Field White, Topsoil, Fencing, Signs, Benches, Bleachers, etc., required to maintina baseball and football facilities.	4,700	4,000
		Plumbing and Electical Supplies required to maintain Alverthorpe Park and materials and supplies required to maintain the five buildings and 130 acres within its boundaries.	3,000	3,000
		Materials needed to power wash basket ball and tennis courts and repair color coating.	<u>1,000</u>	<u>1,000</u>
			12,700	12,000

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PARKS & RECREATION

PROGRAM: ALVERTHORPE PARK

PROGRAM #151

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5324	Recreational Materials	Purchase of golf and tennis balls for resale.	1,500	1,500
		Pencils and Clubs for Miniature and Par-3 Golf, Basketball, Tennis and Volleyball Nets, Umbrellas for wading pool, and Equipment re-placement such as basketballs and home and pitcher's plates.	3,500	3,500
		Replacement of Obstacles for 18-Hole Miniature Golf for 18-Hole Miniature Golf course.	<u>1,000</u> 6,000	<u>1,000</u> 6,000

2017 BUDGET PROPOSAL

PROG: ARDSLEY COMMUNITY CENTER

PROGRAM # 01-24  
152

OBJECT NO	OBJECT NAME	2016 APPROVED BUDGET	2016 ADJUSTED BUDGET	2017 BUDGET REQUEST
5000	SALARY EXPENSE	53,174	53,174	54,295
5010	WAGES EXPENSE-HOURLY	64,916	64,916	66,123
5020	WAGES EXPENSE-PART-TIME	11,000	11,000	11,000
5041	OVERTIME	1,500	1,500	1,500
5100	LONGEVITY	4,600	4,600	4,600
5110	SOCIAL SECURITY	10,342	10,342	10,520
5111	MEDICAL BENEFITS	39,081	39,081	36,225
5112	LIFE INSURANCE	425	425	434
5113	DISABILITY INSURANCE	236	236	241
5300	OFFICE MATERIALS & SUPPLIES	500	500	500
5305	CONTRACTED SERVICES	14,634	14,634	13,409
5307	TELEPHONE	900	900	1,600
5308	ELECTRIC / GAS	35,000	35,000	35,000
5311	WATER	2,700	2,700	2,600
5316	UNIFORM EXPENSE	475	475	475
5318	JANITORIAL SUPPLIES	1,500	1,500	2,500
5323	GENERAL MATERIALS & SUPPLIES	8,500	8,500	8,500
5324	RECREATION MATERIALS	1,000	1,000	500
5340	GENERAL EXPENSE	200	200	200
SUB TOTAL		250,683	250,683	250,222
TOTAL		250,683	250,683	250,222

WORKLOAD

	2017 est	2016 est	2015	2014
Revenues	\$220,000	\$220,000	\$241,843	\$223,534
Attendance	111,000	111,000	104,639	111,000

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PARKS & RECREATION

PROGRAM: ARDSLEY COMMUNITY CENTER

PROGRAM #152

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Recreation Supervisor	53,174	54,295
5010	Wage Expense-Hourly	Custodian	64,916	66,123
5020	Wage Expense-Pt Tm	Evening Security/Maintenance	11,000	11,000
5041	Overtime	Recreation Supervisor/Custodian	1,500	1,500
5100	Longevity	Recreation Supervisor	2,900	2,900
		Custodian	<u>1,700</u>	<u>1,700</u>
			4,600	4,600
5110	Social Security	Full Time Staff/Part Time Staff	10,342	10,520
5111	Medical Benefits	Full Time Staff	39,081	36,225
5112	Life Insurance	Full Time Staff	425	434
5113	Disability Ins.	Full Time Staff	236	241
5300	Office Materials & Supplies	Purchase of Paper, Pens, Printer Ribbons, Various Adhesives, Envelopes and other office needs	500	500
5305	Contracted Services	A/C Service Contract	580	580
		Heating System Service Contract	1,300	1,300
		Emergency Repairs to Electrical, Plumbing, Heating and Air Conditioning System	2,900	2,900
		Fire Alarm Service Contract	2,310	2,700
		Comcast Contract	2,800	2,150
		Replace Exterior & Interior Doors	4,000	3,000
		Sump Pump Service Contract	120	155
		Moyer Exterminating	<u>624</u>	<u>624</u>
			14,634	13,409
5307	Telephone	Service for the Center Office	900	1,600
5308	Electric/Gas	Lights, AC, Heat, and Ovens	35,000	35,000
5311	Water	Water Service to Building	2,700	2,600
5316	Uniform Expense	Work clothes	475	475

**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: PARKS & RECREATION**

**PROGRAM: ARDSLEY COMMUNITY CENTER**

**PROGRAM #152**

<b>OBJECT CODE</b>	<b>ACCOUNT NAME</b>	<b>DESCRIPTION/JUSTIFICATION</b>	<b>2016 APPROVED BUDGET</b>	<b>2017 BUDGET REQUEST</b>
5318	Janitorial Supplies	Used to purchase small hand tools, floor care products, hand soaps and other maintenance items, paper towel & toilet paper	1,500	2,500
5323	General Materials & Supplies	This line item includes all the plumbing, electrical, paint, tools, locksmith, safety, supplies and equipment required to maintain the building	8,500	8,500
5324	Recreational Materials	Purchase of materials and supplies such as basketball and volleyball nets, rims, sports equipment and backboards	1,000	500
5340	General Expense	Starting and Petty Cash Funds plus any other miscellaneous items required for the normal day-to-day operation of the Center	200	200

2017 BUDGET PROPOSAL

PROG: CRESTMONT POOL

01-24  
PROGRAM # 153

OBJECT NO	OBJECT NAME	2016 APPROVED BUDGET	2016 ADJUSTED BUDGET	2017 BUDGET REQUEST
5020	WAGE EXPENSE-PART-TIME	89,000	89,000	89,000
5110	SOCIAL SECURITY	6,809	6,809	6,809
5305	CONTRACTED SERVICES	3,410	3,410	4,476
5307	TELEPHONE	900	900	1,186
5308	ELECTRIC	8,000	8,000	8,000
5311	WATER	13,000	13,000	13,000
5316	UNIFORM EXPENSE	2,000	2,000	2,000
5317	BUILDING MAINTENANCE	2,225	2,225	2,225
5318	JANITORIAL SUPPLIES	800	800	1,000
5323	GENERAL MATERIALS & SUPPLIES	6,160	6,160	7,160
5324	RECREATIONAL MATERIALS-POOLS	1,712	1,712	1,712
5326	MATERIAL & SUPPLIES-CHEMICALS	10,000	10,000	10,000
5340	GENERAL EXPENSE	350	350	350
SUB TOTAL		144,366	144,366	146,918
TOTAL		144,366	144,366	146,918

WORKLOAD

	2017 est	2016 est	2015	2014
Revenue (not including pool membership)	\$19,000	\$17,000	\$21,428	\$19,372
Pool Memberships				
Tags Sold	5,300	5,300	5,288	5,540
Revenue	\$325,000	\$335,000	\$323,676	\$335,580

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PARKS & RECREATION

PROGRAM: CRESTMONT POOL

PROGRAM #153

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5020	Wage Expense - Part-time	1 Pool Manager	6,237	6,237
		1 Asst. Pool Manager	5,428	5,428
		1 Head Lifeguard	4,505	4,505
		3 W.S.I.	12,279	12,279
		15 Lifeguards	30,633	30,633
		4 Front Desk Attendants	13,088	13,088
		3 Maintenance Workers	15,096	15,096
		1/3 Part time Acct.	1,734	1,734
				89,000
5110	Social Security	Part Time Staff	6,809	6,809
5305	Contracted Services	Weekly Water Testing by an Independent Lab	1,750	1,500
		Liberty Swim League	300	200
		Modem Service	0	1,416
		Security Alarm Service	360	360
		Sandblasting, Trees, and any work that cannot be completed in-house	1,000	1,000
				3,410
5307	Telephone	Seasonal Service for Pool House	900	1,186
5308	Electric	Seasonal Power for Facility	8,000	8,000
5311	Water	Service to Bathrooms/Filling Pool	13,000	13,000
5316	Uniform Expense	Staff Suits, Shirts and Jackets	2,000	2,000
5317	Building Maintenance	Materials and Supplies required for maintaining the Pool House	2,225	2,225
5318	Janitorial Supplies	Materials used in the cleaning of Crestmont Pool	800	1,000
5323	General Materials & Supplies	Pool Paint	1,450	1,450
		Electrical Supplies (i.e. underwater lights, G.F.I. outlets and circuit bars)	1,480	1,480
		Plumbing Supplies to maintain Filter System (valves, seals, rings, plugs, pumps and motor repair	1,600	1,600
		Wood, Cement, Caulking, etc. required to maintain facility in a safe and appealing manner	1,630	1,630
			6,160	7,160

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PARKS & RECREATION

PROGRAM CRESTMONT POOL

PROGRAM #153

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5324	Rec. Materials	First-aid supplies	600	600
		Purchase of equipment required for normal day-to-day operation of the pool (i.e. floats, testig kits, umbrellas, etc.)	<u>1,112</u>	<u>1,112</u>
			1,712	1,712
5326	Materials and Supplies-Chemicals	Pool Chemicals-		
		Muriatic Acid	420	420
		Carbon Dioxide	1,200	1,200
		Bulk Liquid Chlorine	<u>8,380</u>	<u>8,380</u>
		10,000	10,000	
5340	General Expense	Starting and Petty Cash Funds, plus any other miscellaneous items required for the normal day-to-day operation of the pool	350	350

2017 BUDGET PROPOSAL

PROG: PENBRYN POOL

PROGRAM # 01-24  
154

OBJECT NO	OBJECT NAME	2016 APPROVED BUDGET	2016 ADJUSTED BUDGET	2017 BUDGET REQUEST
5020	WAGES EXPENSE-PART-TIME	89,000	89,000	89,000
5110	SOCIAL SECURITY	6,809	6,809	6,809
5305	CONTRACTED SERVICES	3,410	3,410	3,410
5307	TELEPHONE	275	275	290
5308	ELECTRIC	7,500	7,500	8,000
5311	WATER	11,000	11,000	11,000
5316	UNIFORM EXPENSE	1,500	1,500	1,500
5317	BUILDING MAINTENANCE	2,025	2,025	2,025
5318	JANITORIAL SUPPLIES	600	600	1,000
5323	GENERAL MATERIALS & SUPPLIES	6,160	6,160	6,160
5324	RECREATIONAL MATERIALS-POOLS	1,012	1,012	1,012
5326	MATERIAL & SUPPLIES-CHEMICALS	10,000	10,000	10,000
5340	GENERAL MATERIALS	350	350	350
SUB TOTAL		139,641	139,641	140,556
TOTAL		139,641	139,641	140,556

WORKLOAD

	2017 est	2016 est	2015	2014
Revenue (not including pool memberships)	\$25,000	\$18,000	\$28,677	\$28,079
Pool Memberships				
Tags Sold	5,300	5,300	5,288	5,540
Revenue	\$325,000	\$335,000	\$323,676	\$335,580

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PARKS & RECREATION

PROGRAM: PENBRYN POOL

PROGRAM #154

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5020	Wage Expense - Part-time	1 Pool Manager	6,237	6,237
		1 Asst. Pool Manager	5,428	5,428
		1 Head W.S.I.	4,505	4,505
		3 W.S.I.	12,279	12,279
		8 Lifeguards	30,633	30,633
		4 Front Desk Attendants	13,088	13,088
		3 Maintenance Workers	15,096	15,096
		Summer Accountant	<u>1,734</u>	<u>1,734</u>
		89,000	89,000	
5110	Social Security	Part Time Staff	6,809	6,809
5305	Contracted Services	Weekly Water Testing by an Independent Lab	1,750	1,750
		Liberty Swim League	300	300
		Security system monitoring	360	360
		Sandblasting, Trees, and any work that cannot be completed in-house	<u>1,000</u>	<u>1,000</u>
		3,410	3,410	
5307	Telephone	Seasonal Service for Pool House	275	290
5308	Electric	Seasonal Power for Facility	7,500	8,000
5311	Water	Service to Bathrooms/Filling Pool	11,000	11,000
5316	Uniform Expense	Staff Suits, Shirts and Jackets	1,500	1,500
5317	Building Maintenance	Materials and Supplies required for maintaining the Pool House	2,025	2,025
5318	Janitorial Supplies	Materials used in the cleaning of Penbryn Pool	600	1,000
5323	General Materials & Supplies	Pool Paint	1,450	1,450
		Electrical Supplies (i.e. underwater lights, G.F.I. outlets and circuit bars)	1,480	1,480
		Plumbing Supplies to maintain Filter System (valves, seals, rings, plugs, pumps and motor repair	1,600	1,600
		Wood, Cement, Caulking, etc. required to maintain facility in a safe and appealing manner	<u>1,630</u>	<u>1,630</u>
		6,160	6,160	

**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: PARKS & RECREATION**

**PROGRAM: PENBRYN POOL**

**PROGRAM #154**

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5324	Rec. Materials	First-Aid Supplies Purchase of equipment required for normal day-to-day operation of the pool (i.e. floats, testig kits, umbrellas, etc.)	1,012	1,012
5326	Materials and Supplies-Chemicals	Pool Chemicals Muriatic Acid Carbon Dioxide Bulk Liquid Chlorine	420 1,200 <u>8,380</u> 10,000	420 1,200 <u>8,380</u> 10,000
5340	General Expense	Starting and Petty Cash Funds, plus any other miscellaneous items required for the normal day-to-day operation of the pool	350	350

2017 BUDGET PROPOSAL

PROG: BRIAR BUSH NATURE CENTER

PROGRAM # 01-24  
155

OBJECT NO	OBJECT NAME	2016 APPROVED BUDGET	2016 ADJUSTED BUDGET	2017 BUDGET REQUEST
5000	SALARY EXPENSE	372,581	372,581	380,440
5020	WAGES EXPENSE-PART-TIME	65,000	65,000	65,000
5100	LONGEVITY	3,650	3,650	3,750
5110	SOCIAL SECURITY	33,754	33,754	34,363
5111	MEDICAL BENEFITS	129,576	129,576	124,232
5112	LIFE INSURANCE	1,341	1,341	1,370
5113	DISABILITY INSURANCE	745	745	761
5234	TRAINING	1,700	1,700	1,700
5300	OFFICE SUPPLIES	1,750	1,750	1,750
5303	ADVERTISING & PRINTING	5,000	5,000	5,000
5304	EQUIP. REPAIR & MAINTENANCE	9,000	9,000	9,000
5305	CONTRACTED SERVICES	15,260	15,260	18,260
5307	TELEPHONE	3,600	3,600	3,600
5308	ELECTRIC	7,000	7,000	6,500
5309	FUEL	5,500	5,500	2,750
5311	WATER	1,200	1,200	1,200
5317	BUILDING MAINTENANCE	13,230	13,230	13,230
5323	GENERAL MATERIALS & SUPPLIES	8,000	8,000	8,000
5324	RECREATIONAL MATERIALS	1,545	1,545	1,545
SUB TOTAL		679,432	679,432	682,451
5900	INTERDEPT. ALLOCATION	16,417	16,417	18,400
TOTAL		695,849	695,849	700,851

WORKLOAD

The Briar Bush profile highlight includes the following:

1. The 12 acre site that includes the museum, observatory, butterfly house, pond, playscape & garage.
2. A full-time staff of 7, part-time staff of 7-12, and at least 150 active volunteers.
3. A supporting friends group (501-C-3) that underwrites costs through earned and donated income.
4. Program delivery to people of all ages, including: schools, senior centers, scouts, other orgs. & individuals.
5. An animal collection, increasingly comprised of regional natives: birds, mammals, reptiles and insects.

Program offset by \$233,261 Revenue + Non-resident admission fee estimated \$2,400 = \$235,661

\*\* In addition, the Township benefits by grants received toward property maintenance and improvement.

Grant applications are written by staff that the Friends of Briar Bush employs.

2014: \$25,800: \$10K PECO, \$7,500 Jenkinstown Lyceum, \$8,300 ERM; all grants for pond renovation.

2015: \$47,000: \$37,000 from DCNR and \$10,000 from PECO, both for land improvements

2016: \$25,000: \$25,000 from IMLS for Bird Observatory exhibit design and various grants for programs

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PARKS & RECREATION

PROGRAM: BRIAR BUSH NATURE CENTER

PROGRAM #155

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Township - \$175,184 Executive Director Sr. Naturalist Office Manager (50%) Environmental Educator I (40%)	80,293 50,074 25,721 19,096	81,986 51,130 26,264 19,499
		Friends of Briar Bush- \$197,397 Environmental Educator I (60%) Environmental Educator II Public Programs Educator Office Manager (50%) Development & Communications Coordinator	28,644 47,506 41,986 25,721 53,540	29,248 48,508 42,872 26,264 54,669
		TOTALS	372,581	380,440
5020	Wage Expense - Part-time	Township- \$39,300 Receptionist-\$21,800 Center Aides-\$14,300 Maintenance- \$3,200		
		Friends of Briar Bush-\$25,700 PT Environmental Educator-\$11,000 Internships, Camp staff-\$7,000 Bookkeeper-\$7,700		
		TOTALS	65,000	65,000
5100	Longevity	Sr. Naturalist Business Manager	1,850 1,800	1,900 1,850
		TOTALS	3,650	3,750
5110	Social Security	Full & Part Time Staff	33,754	34,363
5111	Medical Benefits	Full Time Staff	129,576	124,232
5112	Life Insurance	Full Time Staff	1,341	1,370
5313	Disability Ins.	Full Time Staff	745	761
5234	Training	Workshops, in service training, volunteer expenses	1,700	1,700
5300	Office Materials & Supplies	Computer & copier supplies, paper, pens, folders, desk supplies.	1,750	1,750
5303	Advertising & Printing	Program flyers, newsletter, activity calendar, brochure replenishment, ads. Reduced in 2016 because in 2015. we created a general brochure.	5,000	5,000
5304	Equipment Repair & Maintenance	Software & hardware; annual maintenance & support; tool & machinery equipment and repair for building and grounds maintenance; Reduced in 2015 to align with actuals.	9,000	9,000

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PARKS & RECREATION

PROGRAM: BRIAR BUSH NATURE CENTER

PROGRAM #155

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5305	Contract Services	Contractors such as weekly Cleaning Services, Tree trimming removal, Exhibits, Exterminating, Fire/Security, and Internet. Reduced in 2015 based on actuals. Increased slightly 2016 to upgrade	15,260	18,260
5307	Telephone	Annual Service (ESP) a system capable of incoming and outgoing messaging.	3,600	3,600
5308	Electric	Heat – Center & Bird Observatory	7,000	6,500
5309	Fuel	Service for Center & Grounds If we get the gas line to the museum completed before for winter, this will decrease. If the line is not installed, fuel costs will increase because we will have to buy propane and wood pellets to heat the	5,500	2,750
5311	Water	Service for Center & Grounds	1,200	1,200
5317	Building Maintenance	Regular upkeep, preventative maintenance, water leakage problems and degraded siding from age, insects, and moisture. These expenses continue to rise with increasing numbers of damaging weather events and an aging building. Increased by 5% to better match projections	13,230	13,230
5323	General Materials and Supplies	Animal food, vets, and care. Land management materials including tools, seed, fertilizer, etc. Exhibit materials & supplies. Consumable education supplies. Center supplies including cleaning equipment. The budget was reduced in 2015 based	8,000	8,000
5324	Rec. Materials	Volunteer Recognition Event, artifacts, specimens, books, teaching aids, including a/v materials, models. etc.	1,545	1,545
5900	Interdept. Alloc.	Computers Debt Service	15,637 <u>780</u>	17,224 <u>1,176</u>
			16,417	18,400

\*The FRIENDS OF BRIAR BUSH will reimburse the Township, as per former agreements, all of the personnel that

\*\*The Township will receive an estimated \$2,400 from admission fees for non-residents who are not members based on the four year history that Briar Bush has been charging these fees.

\*\*\*In addition, the Township benefits by grants received toward property maintenance and improvement. Grant applications are written by staff that the Friends of Briar Bush employs.

2014: \$10K PECO, \$7,500 Jenkinstown Lyceum, \$8,300 ERM; all grants going towards pond renovation.  
2015: \$37,000 from DCNR and \$10,000 from PECO, both for land improvements.



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: PARKS & RECREATION**

**PROGRAM: ACTIVITIES & SPECIAL PROGRAMS**

**PROGRAM #156**

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5020	Wage Expense/Pt Tm	Salaries for Summer Programs	40,000	40,000
5110	Social Security	Part Time Employees	3,060	3,060
5324	Rec. Materials	Arts & Crafts/Sports Equipment and Camp T-Shirts for Summer Playground Program.	3,850	3,850
		Arts & Crafts Supplies for Kinderland, and Winter Recreation Program.	1,800	1,800
		Egg Hunt Candy	1,000	1,000
		Hershey Track & Field Medals.	0	0
		Senior Program	500	500
		Miscellaneous Items (i.e.: bus rental, program admission fees, food for luncheons and snacks)	1,150	1,150
		Multi-Purpose Tents	1,000	1,000
		Sports Equipment for Winter Recreation and Gym Use.	1,900	1,900
		Trophies and awards for Leagues and Programs	<u>1,800</u>	<u>1,800</u>
			13,000	13,000
5331	Parks Activities Programs	Summer Camps Start-up	300	300
		James Fox T-Shirts	4,500	0
		James Fox Referee Fees	12,000	0
		Art & Music in the Parks supplies.	1,560	1,560
		Discount Tickets	85,000	86,000
		USA 123 Tennis T-Shirts	1,100	1,100
		Bus Trips (New York, Washington DC, etc.)	10,000	10,000
		Show Tickets	13,000	13,000
		Theater Workshops	9,000	9,000
		Watercolor	7,200	7,200
		Exercise Program Instructors	7,300	7,300
		Contracted Sports Clinic's	71,000	86,500
		Miscellaneous Reimbursable	500	500
		Glenside Patriotic Society	<u>250</u>	<u>250</u>
			222,710	222,710



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PARKS & RECREATION

PROGRAM: FACILITIES MAINTENANCE

PROGRAM #157

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Park Superintendent	93,561	95,533
		Foreman	<u>80,820</u>	<u>82,524</u>
			174,381	178,057
5010	Wage Expense-Hourly	Equipment Operator	72,328	73,611
		Craftsman	65,981	67,205
		Craftsman	65,981	67,205
		Truck Driver	65,981	67,205
		Landscape Gardener	65,981	67,205
		Maintenance Technician	65,981	67,205
		Laborer	63,914	65,104
		Laborer	63,914	65,104
		Laborer	<u>63,914</u>	<u>65,104</u>
			593,975	604,948
5041	Overtime	Maintenance needs	26,000	26,000
5100	Longevity	Parks Superintendent	2,900	2,900
		Foreman	2,900	2,900
		Equipment Operator	2,650	2,650
		Craftsman	2,650	2,650
		Craftsman	2,650	2,650
		Truck Driver	1,950	1,950
		Landscape Gardener	1,575	1,700
		Laborer	2,650	2,650
		Laborer	1,700	1,700
		Laborer	0	0
		Maintenance Technician	<u>1,700</u>	<u>1,700</u>
			23,325	23,450
5110	Social Security	SSI Taxes for staff	62,400	63,683
5111	Medical benefits	Full Time Staff	240,567	234,588
5112	Life Insurance	Full Time Staff	2,766	2,819
5113	Disability Ins.	Full Time Staff	1,537	1,566

**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: PARKS & RECREATION

PROGRAM: FACILITIES MAINTENANCE

PROGRAM #157

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5305	Contracted Services	The Bureau of Parks & Recreation utilizes the line item "Contracted Services" to bring in an outside contractor when the required work cannot be accomplished in-house. The following are examples of such work: elevator maintenance and service, heater repair, exterminating service, and fire alarm annual service, portable toilet rental.	15,175	15,500
5308	Electric	Lights, Equipment	90,000	90,000
5309	Fuel	Heat Maintenance Bldg.	9,000	9,000
5311	Water	Water Service to Maint. Bldg.	14,700	14,700
5316	Uniform Expense	Per Diem Employees	4,750	4,750
5317	Building Maintenance	This line item provides for all of the materials and supplies needed to complete the maintenance requirements the maintenance requirements of the Indoor Facilities under the Bureau's jurisdiction not covered within a separate budget program.	8,000	8,000
5318	Janitorial Supplies	Cost of materials used in the cleaning of Township Facilities	2,500	2,500
5323	General Materials & Supplies	This line item includes all the plumbing, electrical, fencing, lumber, paint, tools, roofing, locksmith, safety, sign, motor pump and masonry, etc., supplies and equipment required to to maintain the facilities under to maintain the facilities under the Bureau's jurisdiction not covered within a separate budget program .	30,500	30,500
5324	Rec. Materials	Purchased from this line item are products such as tennis nets, basketball nets, home plates and pitching rubbers.	2,500	2,500



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: PARKS & RECREATION**

**PROGRAM: GROUNDS MAINTENANCE**

**PROGRAM #158**

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5020	Wage Expense -Part-time	The Bureau hires part-time youth during the summer months to work with the Maintenance Department to help ease the workload.	11,700	11,700
5110	Social Security	Full/part Time Staff	895	895
5305	Contracted Services	Contract Mowing	66,000	67,000
		Cable VPN Service	1,200	1,200
		Inspection/repair backflow preventer valves	0	2,500
		Tree work that cannot be accomplished in-house	<u>12,000</u>	<u>12,000</u>
			79,200	82,700
5321	Safety Allowance	Supplies provided Township employees with the intent of creating a safer work environment	1,000	1,000
5322	Purchase Minor Equipment & Supplies	This line item is used to rent the large equipment needed to complete various projects as well as purchasing small equipment not included under Vehicle Maintenance (i.e.; weed wackers, sump pumps and small generators)	3,500	3,500
5323	General Materials & Supplies	This line item provides for all the materials and supplies needed for turf management and the care of trees, shrubs and plants. This includes seeds, chemicals, field white, fertilizer, sod, topsoil, plantings, trash containers and the equipment required for tree work.	29,000	29,000

\*Maintenance required by DEP for retention basins and dam structures in Township



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: PARKS & RECREATION

PROGRAM: SECURITY

PROGRAM #159

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5020	Wage Expense - Part-time	Part-time Park Rangers	44,322	53,770
5110	Social Security	Part Time Staff	3,391	4,114
5316	Uniform Expense	Uniform Parts, Badges and Safety Equipment required to equip this security force.	1,500	1,500





2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: ADMINISTRATION

PROGRAM: DEBT SERVICE

PROGRAM #011

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5211	Bond/Note Debt Principal	Per Attached Schedule	1,665,000	1,705,000
5212	Bond/Note Debt Interest	Per attached Schedule	241,700	263,138
5213	Debt Services Leases	Lease Debt: Bond Paying Agent Fees - 3,000  Pitney Bowes Leasing Postal Machine & Scale 63 mos. lease Lease Term: 02/15 – 04/20 155.00 x 12 mos. = 1,860  42 mos Lease Co-Activ Copier Finance 8/13 to 1/17 lease @ 228 p/mo. X 12 = 2,736  42 mos Lease Co-Activ Copier 2 <sup>nd</sup> fl Kitchen 8/13 to 1/17 lease @ 302 p/mo. X 12 = 3,624  42 mos. Lease 2 Kyocera TA6501i & TA5550Ci Copiers 1 <sup>st</sup> Floor 4/14 to 8/17 12 month lease @ 529.40 = 6,353  Police Records Kyocera TA3500i – ID# 14818 60 mos. Term: 8/12-8/17 128 p/mo. X 12 = 1,536  Police Detectives-Kyocera TA3051ci 60 mos. Term: 8/14-8/19 133 p/mo. X 12 = 1,596  Twp Reception - Kyocera M3540 IDN 60 mos. Term: 6/16 to 5/21 42 x 12 = 504	28,159	28,637

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: ADMINISTRATION

PROGRAM: DEBT SERVICE

PROGRAM #011

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5213	Debt Services Leases (continued)	Human Resources - Kyocera M3540 IDN 60 mos. Term: 6/16 to 5/21 42 x 12 = 504  Parks Admin. - DeLage Kyocera TA3051CI Copier 60 mos. Term: 7/16 to 6/21 189 x 12 = 2,268  Police Administration -DeLage Kyocera TA3051CI 60 mos. Term: 6/16 to 5/21 136 x 12 = 1,632  Code Department - DeLage Kyocera M3540 Copier 60 mos. Term: 4/16 to 5/21 44 x 12 = 528  Parks BBNC - DeLage Kyocera TA3051ci 60 mos Term: 4/16 - 5/21 98 X 12 = 1,176  DeLage Kyocera M3540idn (Community Policing) 36 p/m Kyocera TA255 w/fax (Patrol) 60 mos. Term: 09/16 to 09/21 - 74.00 p/m 110.00 p/mo. X 12 = 1,320		
5900	Interdept. Allocation	Chargeback of lease payments to:  Police Code Parks	(6,060) (480) <del>(3,444)</del> (9,984)	(6,084) (528) <del>(3,444)</del> (10,056)

Township of Abington  
Bond Debt Payable 2017

2017 Due Dates	Bond Issue Year	Principal		Interest		Total Debt Service	Paying Agent
15-Jan	2014 Refund 2005,2009 & New Money	G		G	72,750.00	72,750.00	U.S. Bank
		S		S	79,500.00	79,500.00	
		T		T	152,250.00	152,250.00	
15-May	2010 New Money & Refund of 2002			G	17,981.25	17,981.25	U.S. Bank
				S	0.00	0.00	
				T	17,981.25	17,981.25	
15-May	2013 Refund 2007 & new money	S	450,000.00	S	68,392.50	518,392.50	U.S. Bank
		R	335,000.00	R	6,700.00	341,700.00	
		T	785,000.00	T	75,092.50	860,092.50	
1-Jun	2012	G	335,000.00	G	12,175.00	347,175.00	U.S. Bank
15-Jul	2014 Refund 2005,2009 & New Money	G		G	72,750.00	72,750.00	Bank of New York
		S	1,550,000.00	S	79,500.00	1,629,500.00	
		T	1,550,000.00	T	152,250.00	1,702,250.00	
15-Nov	2010 New money & refund 2002	G	1,370,000.00	G	17,981.25	1,387,981.25	U.S. Bank
		S	0.00	S	0.00	0.00	
		T	1,370,000.00	T	17,981.25	1,387,981.25	
15-Nov	2013 Refund 2007 & New Money	S		S	59,392.50	59,392.50	U.S. Bank
		R		R	0.00	0.00	
		T		T	59,392.50	59,392.50	
1-Dec	2012	G		G	10,500.00	10,500.00	U.S. Bank
	2017	G		G	59,000.00	59,000.00	N.A.
		S		S	18,000.00	18,000.00	
Sub Totals		G	1,705,000.00	G	263,137.50	1,968,137.50	
		S	2,000,000.00	S	286,785.00	2,286,785.00	
		R	335,000.00	R	24,700.00	359,700.00	
2017 Debt Service Total Payments		T	4,040,000.00	T	574,622.50	4,614,622.50	

**General Fund  
Debt Service Schedule 2017-2023**

9/28/2016

Year	Annual Payment	2010 Bond Issue Refi 2002 New Money Drainage \$3.045 & \$3.070	2012 Bond Issue New Money Drainage \$3 million	2014 Bond Issue Refi 2009 & New Money \$4.15 million	2017 Bond Issue New Money \$5 million
2017	1,968,138.00	1,405,963.00	357,675.00	145,500.00	59,000.00
2018	2,045,372.00		1,690,500.00	275,500.00	79,372.00
2019	1,986,315.00			1,907,000.00	79,315.00
2020	1,983,004.00			1,128,750.00	854,254.00
2021	1,988,802.00				1,988,802.00
2022	1,986,082.00				1,986,082.00
2023	340,662.00				340,662.00
<b>Total</b>	<b>15,755,125.00</b>	<b>1,405,963.00</b>	<b>2,048,175.00</b>	<b>3,456,750.00</b>	<b>5,387,487.00</b>

**Sewer Fund  
Debt Service Schedule 2017-2022**

2002 Bond Issue - Refinancing of 1996 & 1998 Issue with new money of 3.4 million  
(1.5 million to sewer capital; 1.9 million to sewer plant operations)  
2005 \$6.6 million Ardsley Sewer Project; 2007 \$7.675 million Plant Upgrade  
2013 Refi of 2007 and \$3,000,000 Sewer Linings Tookany and Cheltenham

Year	Annual Payment	2014 Refi 2009 & New Money	2013 Refi 2007 & New Money
2017	2,286,785.00	1,709,000.00	577,785.00
2018	2,285,985.00	1,711,500.00	574,485.00
2019	2,392,035.00		2,392,035.00
2020	1,647,785.00		1,647,785.00
2021	501,593.00		501,593.00
2022	505,750.00		505,750.00
<b>Total</b>	<b>9,619,933.00</b>	<b>3,420,500.00</b>	<b>6,199,433.00</b>

**Refuse Fund  
Debt Service Schedule 2017**

2007 \$2.915 million Trucks and Containers

	Annual Payment	2013 Est Refi 2007 Bond Issue	2017 New Money
2017	359,700.00	341,700.00	18,000.00
2018	261,048.00		261,048.00
2019	263,336.00		263,336.00
2020	265,322.00		265,322.00
2021	261,972.00		261,972.00
2022	263,372.00		263,372.00
2023	264,394.00		264,394.00
<b>Total</b>	<b>1,939,144.00</b>	<b>341,700.00</b>	<b>1,597,444.00</b>

**General Fund  
Debt Service Schedule 2017-2023  
Principal Only**

9/28/2016

Year	TOTAL	2010 Bond Issue Refi 2002 New Money Drainage \$3.045 & \$3.070	2012 Bond Issue New Money Drainage \$3 million	2014 Bond Issue Refi 2009 New Money Drainage \$4.150 million	2017 Bond Issue New Money
2017	1,705,000	1,370,000	335,000		
2018	1,750,000		1,680,000	70,000	
2019	1,765,000			1,765,000	
2020	2,005,000			1,075,000	930,000
2021	1,850,000				1,850,000
2022	1,860,000				1,860,000
2023	360,000				360,000
<b>TOTAL</b>	<b>11,295,000</b>	<b>1,370,000</b>	<b>2,015,000</b>	<b>2,910,000</b>	<b>5,000,000</b>

**Sewer Fund  
Debt Service Schedule 2017-2022**

2005 \$6.6 million Ardsley Sewer Project; 2007 \$7.675 million Plant Upgrade  
2013 Refi of 2007 and \$3,000,000 Sewer Linings Tookany and Cheltenham  
2014 Refi of 2009

Year	TOTAL	2014 Refi 2009 Bond Issue	2013 Refi 2007 & New Money
2017	2,000,000	1,550,000	450,000
2018	2,095,000	1,630,000	465,000
2019	2,315,000		2,315,000
2020	1,610,000		1,610,000
2021	485,000		485,000
2022	500,000		500,000
<b>TOTAL</b>	<b>9,005,000</b>	<b>3,180,000</b>	<b>5,825,000</b>

**Refuse Fund  
Debt Service Schedule  
2017**

Year	2013 Refi 2007	2017 New Money
2017	335,000	
2018		250,000
2019		250,000
2020		250,000
2021		250,000
2022		250,000
2023		250,000
<b>TOTAL</b>	<b>335,000</b>	<b>1,500,000</b>



BUDGET OVERVIEW

4-Oct-16

SEWER FUND

PRELIMINARY

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	% INC./ (DEC.)
BUDGET	8,155,473	8,310,073	8,806,383	8,863,497	8,986,548	8,931,358	8,991,048	9,095,000	8,916,803	9,130,956	8,844,000	-3.1%

2017 SEWER RENTS	\$7,707,000
2017 OTHER REVENUES	\$1,137,000
FUND BALANCE REQUIRED	0
2017 REQUESTED BUDGET	8,844,000
DIFFERENCE	<u><u>\$0</u></u>

**TOWNSHIP OF ABINGTON  
2017 REVENUE BUDGET  
SEWER OPERATING FUND**

OBJECT CODE	REVENUE SOURCE	2017 EST.	2016 12 MO PROJ	Collected as 9/30/2016	2016 BUDGET	2015 ACTUAL	2014 ACTUAL	2013 ACTUAL	2012 ACTUAL	2011 ACTUAL	2010 ACTUAL	2009 ACTUAL	2008 ACTUAL	2007 ACTUAL
4225	PAYMENTS FROM OTHERS	950,000	1,079,513	1,079,513	1,150,456	1,179,276	949,193	765,382	862,830	806,062	874,244	1,186,578	728,574	477,516
4360	INTEREST ON INVESTMENTS	56,000	56,000	41,855	60,000	64,489	66,976	67,429	73,917	69,929	86,232	85,942	135,340	540,711
4368	UNREALIZED GAIN/LOSS	0	0	0	0	-11,392	-2,809	-3,263	0	0	0	0	-99,000	0
4430	REFUNDS	30,000	46,000	46,966	25,000	34,839	49,038	31,148	116,150	34,355	30,535	23,712	29,751	25,340
4431	SALE OF PRPTY,SUPPLIES,EQUIP	1,000	3,840	3,840	1,000	656	1,741	10,416	0	0	2,976	0	0	0
4470	FEDERAL GRANTS	0	0	0	0	0	0	0	0	0	0	0	0	0
4475	STATE GRANTS	0	0	0	0	0	0	0	0	0	0	815,387	0	0
4600	SEWER RENTS-CURRENT	7,807,000	7,499,327	7,340,209	7,880,500	7,693,694	7,822,654	8,167,641	8,158,631	8,309,866	7,586,502	7,717,540	7,377,538	7,406,497
4601	METER PERMITS	0	0	0	0	0	200	0	120	184	0	70	105	350
4602	SEWER RENT - INTERIMS	10,000	10,000	9,731	7,000	50,451	10,607	47,143	62,708	1,635	10,506	3,901	12,321	9,889
4603	RESERVE FOR SEWER RENT LIENS	(100,000)	(100,000)	0	(100,000)	0	0	0	0	0	0	0	0	0
4604	DLQ - SEWER RENT PEN & INT	15,000	15,000	10,191	15,000	15,550	18,348	20,182	14,809	17,135	16,869	15,952	11,777	12,943
4605	SEWER RENTS-DELINQUENT	70,000	70,000	56,856	85,000	68,822	95,266	100,716	79,447	95,716	107,620	98,658	90,546	83,039
4606	SEWER RENT-PENALTY	10,000	10,000	3,566	12,000	9,581	11,382	12,727	10,721	11,941	19,731	21,334	43,196	25,029
4611	SEWER RENT - REFUNDS	(5,000)	(2,000)	(1,032)	(5,000)	(39,130)	(4,021)	(6,513)	(154)	(11,371)	(13,972)	(2,783)	(782.00)	(2293.00)
4360	INTEREST INCOME 2007 BOND	0	0	0	0	0	0	0	0	0	0	766.95	186,385	165,815
	CASH BALANCE FORWARD	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>TOTAL REVENUES/CASH</b>	<b>\$8,844,000</b>	<b>\$8,687,680</b>	<b>\$8,591,695</b>	<b>\$9,130,956</b>	<b>\$9,066,836</b>	<b>\$9,018,575</b>	<b>\$9,213,008</b>	<b>\$9,379,178</b>	<b>\$9,335,452</b>	<b>\$8,721,243</b>	<b>\$9,967,058</b>	<b>\$8,515,752</b>	<b>\$8,744,837</b>

## Wastewater Department Budgetary Goals

To: Abington Township Board of Commissioners  
From: George Wrigley  
Subject: Progress Status for 2016 and Budgetary Goals for 2017  
Date: September, 2017

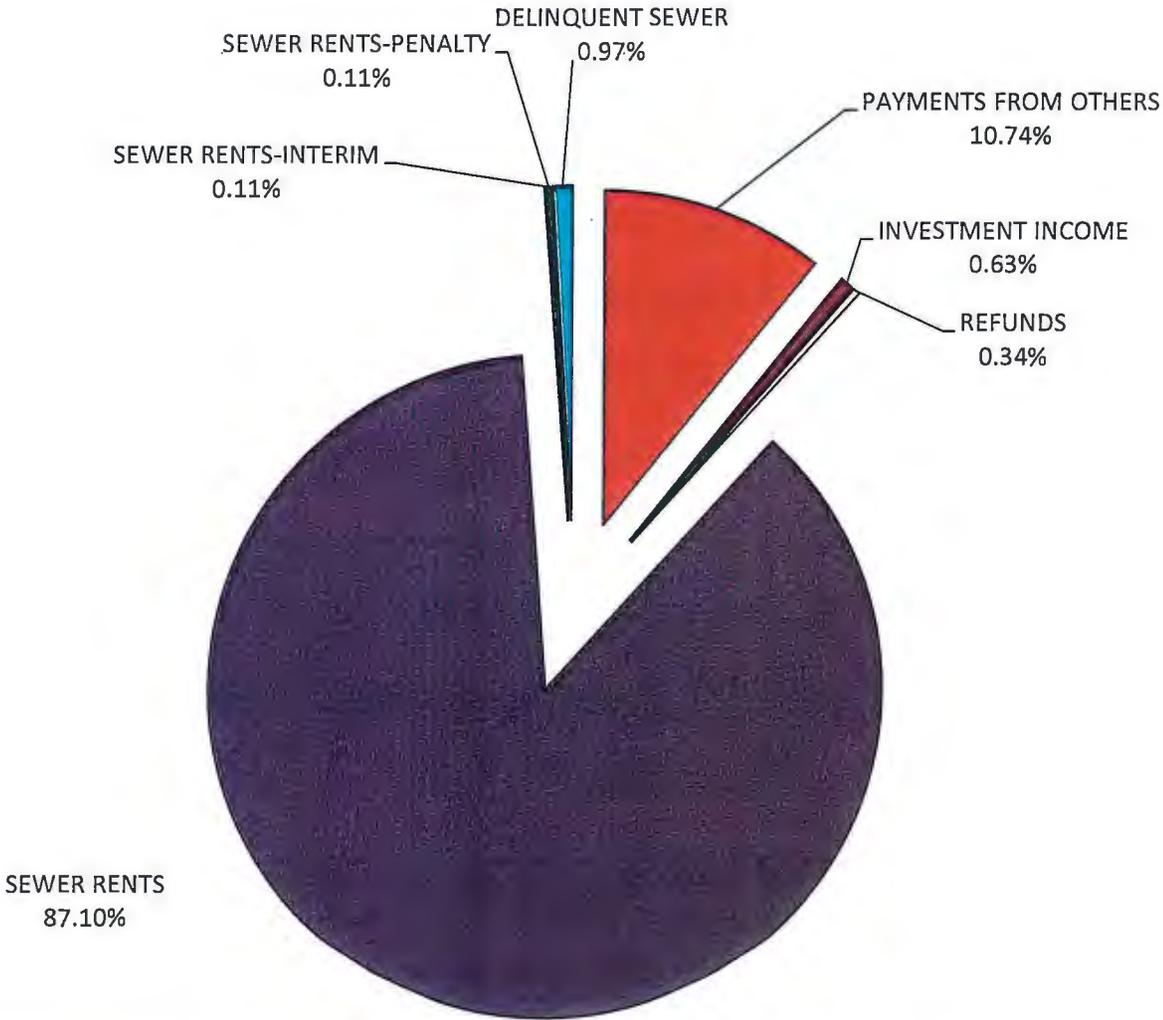
1. The wastewater treatment plant will maintain compliance with all National Pollutant Discharge Elimination System (NPDES) permit requirements. STATUS - ***The treatment plant has achieved compliance with all the various parameters of the NPDES permit throughout the year.***
2. ***The PaDEP and the EPA have targeted the four wastewater treatment plants within the Wissahickon Creek basin to be the first to be required to reduce the phosphorous in our effluent. The near term goal (24 months after signing an agreement) would be to reach an effluent Total Phosphorous concentration of 0.5 mg/L (or 0.6 mg/L Ortho Phosphorous). We have already made minor structural changes to one our tanks to work towards optimizing the biological efficiency of the existing plant processes. Further improvements to the chemical dosing to reduce phosphorous concentrations will be investigated during 2017.***
3. All existing equipment and infrastructure will be maintained and operated in a manner that will insure reliability and longevity. STATUS – ***Numerous equipment items throughout the treatment plant and the pumping stations have been replaced or upgraded this year due to their age and frequent repair requirements. The replacement program will continue through 2017. Replacing these items with capital funds has contributed to the reduced operating budget for 2017 as well as increasing the reliability of the equipment for the next several years. The increased reliability will also reduce downtime and overtime expenses related to emergency responses to failures after working hours.***
4. Minimization of root and grease obstructions in the sewer collection system will be effected by proactive use of flushing, televising, chemical treatment and source control. STATUS ***The collection system of sewer pipes has experienced increasing frequency and severity of main line and lateral blockages due to the disposal of sanitizing wipes, rags, wash cloths and hand towels along with excessive grease discharged into the sewers and tree root intrusion through joints. Removing these blockages is completed by high pressure flushing and then internal televising inspection of the affected sewer lines. We have identified and targeted the sections of sewers that have the potential for blockages and implemented a routine 3 and 6 month inspection and maintenance program.***
5. Tookany Basin: Design, bid and begin construction of a sewer rehabilitation project integrating various cost effective methods to reduce inflow and infiltration. Assess private sewer lateral contributions to inflow and infiltration, and develop an approach to correct deficiencies. Participate in funding to upgrade infrastructure in Cheltenham Township which is used in part by Abington. STATUS –***The Sanitary Sewer Repair and Rehabilitation contract began in February 2015 and is an ongoing. The work is anticipated to continue through December 2016 and be renewed in 2017. The single most important item that has been completed year to date is the high pressure cleaning of laterals that were previously identified with partial blockages. Main line sewers have also been repaired utilizing robotic self-powered equipment which***

*avoids excavations. Cheltenham Township is currently in the process of bidding the upgrades and replacement of their main Interceptor A. The initial bids were rejected and the scope of the project has been revised. The new project is anticipated to be re-bid in December 2016.*

6. Interceptor metering: Continue operation of portable open channel flow meters installed in strategic manhole locations throughout the township to monitor wet weather flows. Operate the seven permanent meters at the Cheltenham connection points accurately and reliably. *The permanent meters along the Cheltenham border have been upgraded in 2015, and continue to be routinely maintained and also calibrated every quarter. The data evaluation from the temporary flow metering project was used to prioritize the Keswick and Stewart Ave. areas for I&I investigations and repairs.*

# Sewer Fund Revenues - 2017

## Total Revenue \$8,844,000

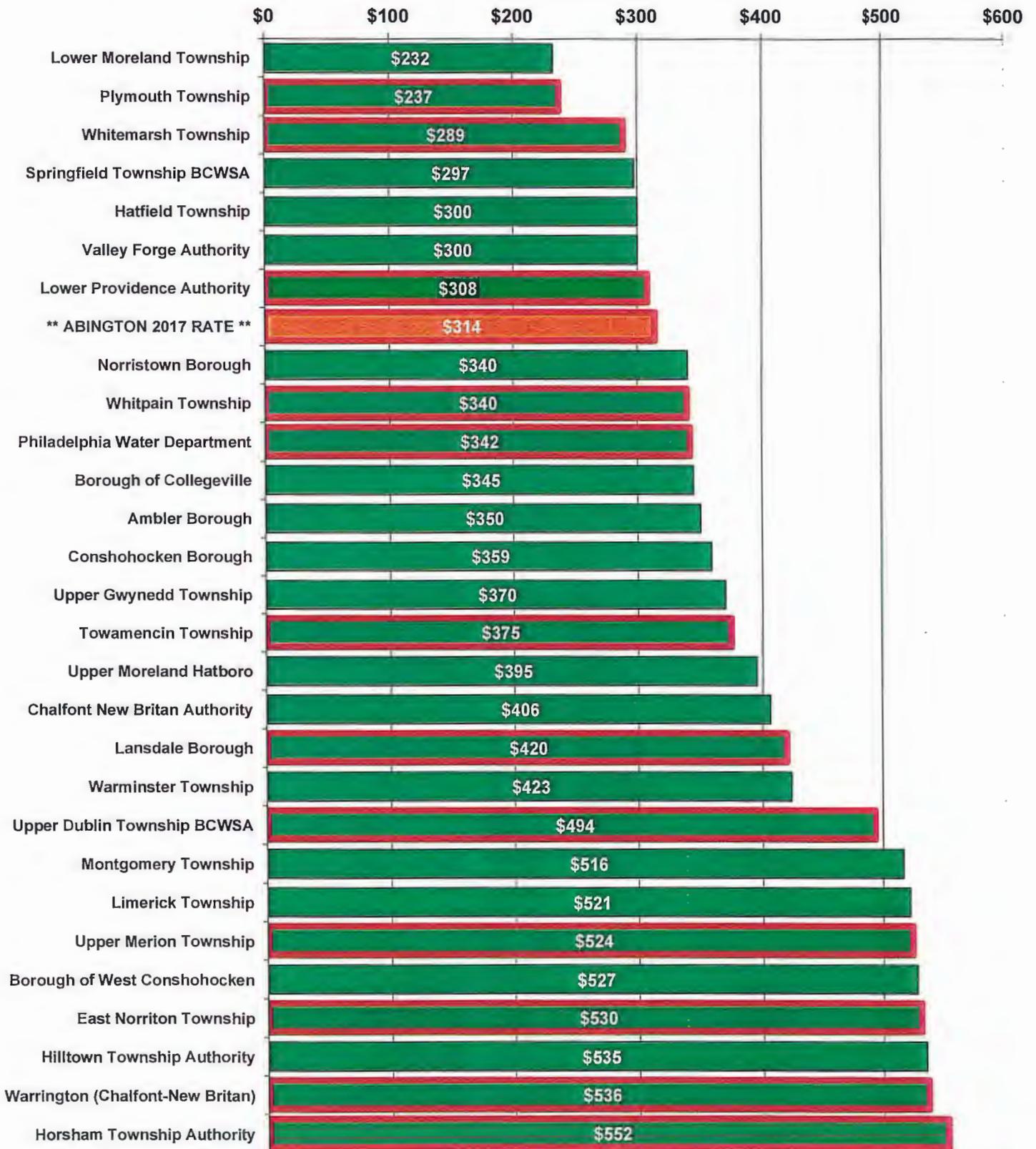


SEWER OPERATING FUND  
BUDGETED RATES FOR 2017

Meter Size	2006 Rate		2007 Rate		2008 Rate		2009 Rate		2010 Rate		2011 Rate		2012-2016 Rate		2017 Rate	
	Fixed Fee	\$/1000 Gal	Fixed Fee	\$/1000 Gal	Fixed Fee	\$/1000 Gal	Fixed Fee	\$/1000 Gal	Fixed Fee	\$/1000 Gal	Fixed Fee	\$/1000 Gal	Fixed Fee	\$/1000 Gal	Fixed Fee	\$/1000 Gal
5/8	\$58	\$2.87	\$67	\$3.32	\$67	\$3.32	\$70	\$3.47	\$72	\$3.58	\$77	\$3.86	\$77	\$3.86	\$80	\$4.01
3/4	\$116	\$3.16	\$134	\$3.66	\$134	\$3.66	\$140	\$3.82	\$144	\$3.94	\$155	\$4.23	\$155	\$4.23	\$161	\$4.40
1	\$347	\$3.46	\$401	\$4.00	\$401	\$4.00	\$413	\$4.18	\$432	\$4.31	\$464	\$4.64	\$464	\$4.64	\$483	\$4.83
1-1/2	\$576	\$3.74	\$666	\$4.32	\$666	\$4.32	\$696	\$4.51	\$717	\$4.65	\$770	\$5.00	\$770	\$5.00	\$801	\$5.20
2-248-3	\$1,150	\$4.03	\$1,330	\$4.66	\$1,330	\$4.66	\$1,390	\$4.87	\$1,433	\$5.02	\$1,539	\$5.40	\$1,539	\$5.40	\$1,601	\$5.62
	\$2,300	\$4.32	\$2,659	\$4.99	\$2,659	\$4.99	\$2,779	\$5.21	\$2,864	\$5.37	\$3,076	\$5.77	\$3,076	\$5.77	\$3,199	\$6.00
4	\$2,875	\$4.61	\$3,324	\$5.33	\$3,324	\$5.33	\$3,474	\$5.57	\$3,580	\$5.74	\$3,845	\$6.18	\$3,845	\$6.18	\$3,999	\$6.43
6	\$3,450	\$4.90	\$3,989	\$5.67	\$3,989	\$5.67	\$4,169	\$5.93	\$4,297	\$6.11	\$4,615	\$6.57	\$4,615	\$6.57	\$4,800	\$6.83
8	\$4,050	\$5.20	\$4,683	\$6.01	\$4,683	\$6.01	\$4,894	\$6.28	\$5,044	\$6.47	\$5,418	\$6.95	\$5,418	\$6.95	\$5,635	\$7.23
Fixture	13.22% Increase		15.62% Increase		No Increase		Increase	4.59%	Increase	3.05%	Rate Increase	7.40%	No Increase		Rate Increase	4.00%
							Total: 1,562 MG		Median usage:	56,500	Median usage:	52,200	Median usage:	58,400	Median usage:	58,400
									Total: 1,567 MG		Total: 1,489 MG		Total: 1,364 MG		Total: 0.970 MG	

Rates vary with water supply meter size. The Fixed Fee is charged to all customers, regardless of the amount of water consumed. The cost per thousand gallons is charged in addition to the Fixed Fee, based on water consumption as reported to Abington by Aqua Pennsylvania. Annual cost for current median household usage of 58,400 gallons: \$314.00 per year.

## 2017 Residential Sewer Charge Comparison (Average = 58,400 Gallons/Year)



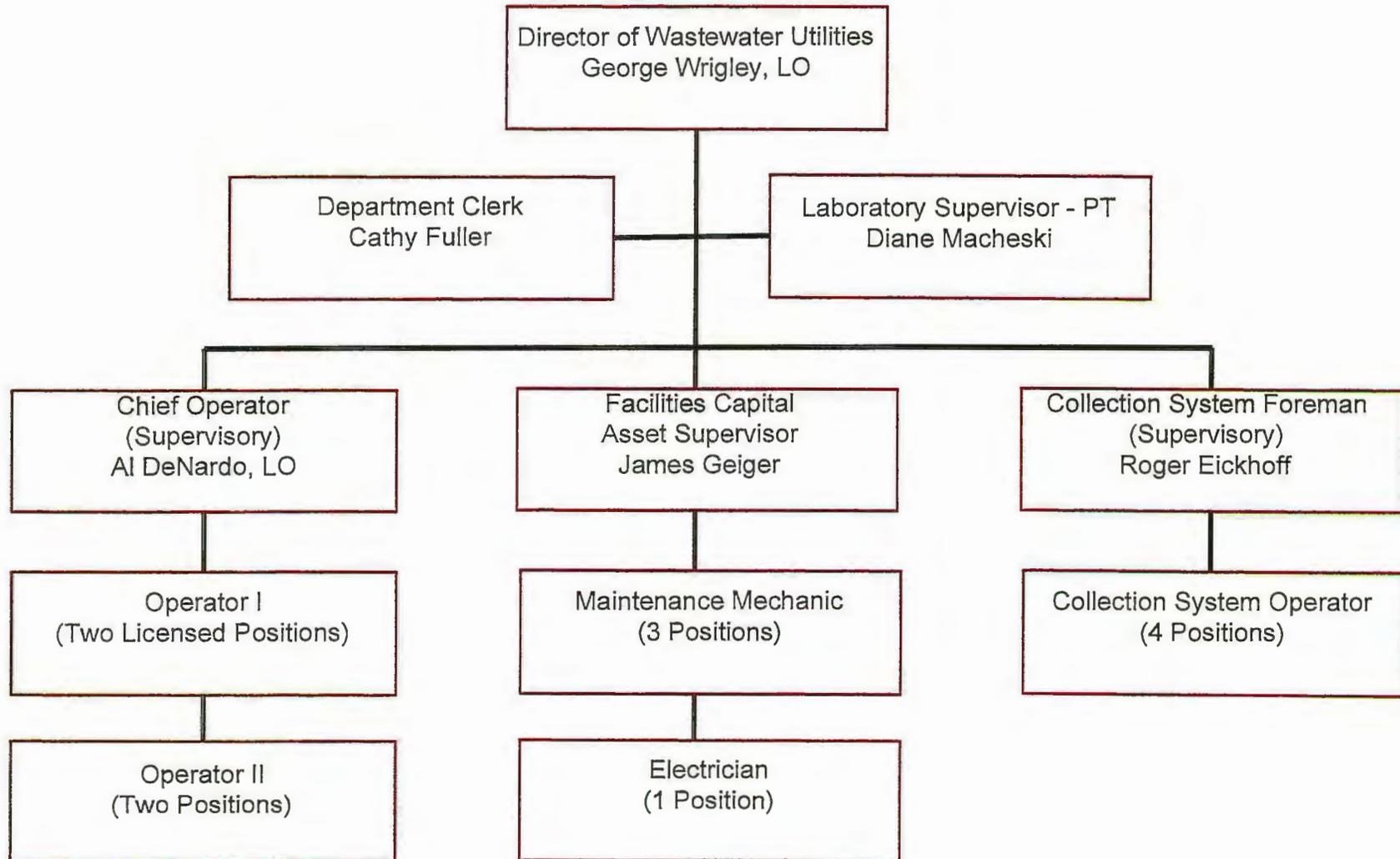
RATE INCREASE = RED BORDER

**Average Single Residence Cost per year**

NOTE: SEWER BASE & CONSUMPTION RATES LAST REVISED IN 2011.

(2017 Proposed annual increase of \$12 for a typical single family residence.)

# Wastewater Utilities Department 2017 Staff





2017 BUDGET PROPOSAL

PROG: PLANT OPERATIONS

PROGRAM # 02-10  
200

OBJECT NO	OBJECT NAME	2016 APPROVED BUDGET	2016 ADJUSTED BUDGET	2017 BUDGET REQUEST
5010	WAGES -HOURLY	590,424	590,424	600,605
5020	WAGES -PART TIME	0	0	0
5041	WAGES -OVERTIME	22,000	22,000	22,000
5100	LONGEVITY	9,325	9,325	9,325
5110	SOCIAL SECURITY	47,793	47,793	48,343
5111	MEDICAL BENEFITS	194,218	194,218	149,186
5112	LIFE INSURANCE	2,126	2,126	2,162
5113	DISABILITY	1,181	1,181	1,201
5234	TRAINING	14,000	14,000	5,000
5299	CONTINGENCY EXP	50,000	50,000	50,000
5301	DUES & SEMINARS	2,500	2,500	2,000
5303	ADVERTISING & PRINTING	1,000	1,000	1,000
5304	EQUIPMENT MAINT.	70,000	70,000	50,000
5305	CONTRACTED SVCS	196,000	196,000	190,000
5306	POSTAGE EXP	500	500	500
5307	TELEPHONE EXP	6,000	6,000	6,500
5308	ELECTRIC & GAS	243,000	243,000	245,000
5311	WATER EXPENSE	12,000	12,000	12,000
5316	UNIFORM EXPENSE	4,000	4,000	5,000
5317	BLDG MAINT.	10,000	10,000	7,000
5318	JANITORIAL SUPP	2,500	2,500	1,700
5320	EQUIPMENT -MAJOR	18,000	18,000	16,000
5321	SAFETY EQUIPMENT	2,500	2,500	2,500
5322	MINOR EQUIPMENT	43,000	43,000	33,000
5323	GENERAL MATERIAL	2,000	2,000	2,500
5326	TREATMENT CHEMICALS	89,500	89,500	95,000
5335	LABORATORY	34,000	34,000	15,000
SUB TOTAL		1,667,567	1,667,567	1,572,522
INTERDEPT. ALLOCATION		592,680	592,680	577,604
TOTAL		2,260,247	2,260,247	2,150,126

WORKLOAD	2017	2016	2015
-----	-----est-----	-----est-----	-----
WASTEWATER FLOW RATE	3.000	3.001	2.995

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: WASTEWATER

PROGRAM: PLANT OPERATIONS

PROGRAM #200

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5010	Wages - Hourly	Operations/ Maintenance	590,424	600,605
5020	Wages - Part-time	Inflow Abatement Wages	0	0
5041	Overtime	Overtime for shift coverage, emergencies, job completion	22,000	22,000
5100	Longevity	Employee Longevity bonuses	9,325	9,325
5110	Social Security	Employer cost of federally mandated retirement program	47,793	48,343
5111	Medical Benefits	Health, dental & prescription costs	194,218	149,186
5112	Life Insurance	Employee insurance provided according to contract	2,126	2,162
5113	Disability Insurance	Employee insurance provided according to contract	1,181	1,201
5234	Training	Professional Vocational Training	14,000	5,000
5299	Contingency	Reserve for Contingencies	50,000	50,000
5301	Dues and Conventions	Association activities - Justification memo attached	2,500	2,000
5303	Advertising & Printing	Newspaper advertising for bids and employment	1,000	1,000
5304	Maintenance & Repair	Mechanical, Electrical	55,000	35,000
		Miscellaneous Repair	<u>15,000</u>	<u>15,000</u>
		Subtotal	70,000	50,000
5305	Contracted Services	Biosolids Disposal	75,000	78,000
		Contracted Maintenance	30,000	30,000
		Instrumentation Service	20,000	10,000
		Laboratory Services	0	0
		Cable & Administrative services	3,500	2,500
		Lawn Mowing	13,000	13,500
		General Services	2,500	2,500
		Substation & MCC Maintenance	25,000	25,000
		Billing Expense	13,000	13,500
		Engineering	<u>14,000</u>	<u>15,000</u>
		Subtotal	196,000	190,000
5306	Mailing & Postage	Postage Expense	500	500

**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: WASTEWATER**

**PROGRAM: PLANT OPERATIONS**

**PROGRAM #200**

<b>OBJECT CODE</b>	<b>ACCOUNT NAME</b>	<b>DESCRIPTION/JUSTIFICATION</b>	<b>2016 APPROVED BUDGET</b>	<b>2017 BUDGET REQUEST</b>
5307	Telephone	Maintenance & Use Charges	6,000	6,500
5308	Electric & Gas	Electric power WWTP & Pumps	230,000	230,000
		Natural Gas service	<u>13,000</u>	<u>15,000</u>
		Subtotal	243,000	245,000
5311	Water	Potable water from Aqua PA	12,000	12,000
5316	Uniforms	Clothing Allowance	4,000	5,000
		Uniform rental costs	<u>0</u>	<u>0</u>
		Subtotal	4,000	5,000
5317	Building Maintenance	Structural maintenance & repair of WWTP buildings	10,000	7,000
5318	Janitorial Supplies	Cleaning supplies and paper products	2,500	1,700
5320	Equipment	Pump, VFD, Blower Componets		
		Large Item Repairs/Upgrades		
		Total Major Equipment	18,000	16,000
5321	Safety Equipment	Supplies		
		Protective Equipment		
		Subtotal	2,500	2,500
5322	Purchases - Minor Equipment & Supplies	Lubrication & Fuel	5,000	4,000
		Small Parts & Maint. supplies	4,000	3,000
		Plumbing, & Tools	5,000	4,000
		Instrumentation	20,000	15,000
		Electrical Supplies	4,000	3,000
		General Supplies & hardware	<u>5,000</u>	<u>4,000</u>
		Subtotal	43,000	33,000
5323	General Mat. & Supplies	General Mat. & Supplies	2,000	2,500
5326	Treatment Chemicals	Polymer	30,000	31,000
		Miscellaneous Chemicals	500	500
		Lime	9,000	7,000
		Alum & Ferric Chloride	40,000	55,000
		Odor Control	<u>10,000</u>	<u>1,500</u>
		Subtotal	89,500	95,000

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: WASTEWATER

PROGRAM: PLANT OPERATIONS

PROGRAM #200

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5335	Laboratory	Laboratory	34,000	15,000
		WWTP Operations Subtotal	1,667,567	1,572,522
5900	Interdepartmental	General Administration	274,876	272,866
		Pension	13,322	7,265
		Finance	108,454	110,104
		Computer	10,946	14,092
		Tax Office	9,587	9,577
		Engineering	29,225	29,225
		Vehicle Maint	<u>146,270</u>	<u>134,475</u>
		Subtotal	592,680	577,604
		Total	2,260,247	2,150,126



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: WASTEWATER

PROGRAM: WASTEWATER ADMINISTRATION

PROGRAM #201

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salaries	Director	95,013	97,016
		Collection System Foreman	79,689	81,369
		Chief Operator	86,969	88,803
		Facilities Supervisor	82,315	84,051
		Clerk III	<u>52,291</u>	<u>53,394</u>
		Subtotal	396,277	404,633
		5020	Part-time	Laboratory Technician
5041	Overtime	Overtime for emergencies and job completion	2,500	2,500
5100	Longevity	Employee Longevity bonuses	4,950	6,650
5110	Social Security	Employer cost of federally mandated retirement program	35,472	35,097
5111	Medical Benefits	Health, dental & prescription costs	103,492	100,036
5112	Life Insurance	Employee insurance provided according to contract	1,427	1,457
5113	Disability Insurance	Employee insurance provided according to contract	793	809
5300	Office Supplies	Office Furniture and Machines	1,800	1,500
5316	Uniforms	Clothing Allowance	<u>475</u>	<u>500</u>
		Total	607,149	598,182



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: WASTEWATER

PROGRAM: PUMPING FACILITIES MAINTENANCE

PROGRAM #203

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5304	Maintenance & Repair	Mechanical, Electrical Generator & Misc.Repairs	20,000 <u>20,000</u>	10,000 <u>15,000</u>
		Subtotal	40,000	25,000
5305	Contracted Services	Base Amount Generator Service	20,000 <u>10,000</u>	10,000 <u>30,000</u>
			30,000	40,000
5307	Telephone	Maintenance & Use Charges	7,000	8,000
5308	Electric & Gas	Electric power and heat for pump stations	80,000	75,000
5311	Water	Potable water	3,500	3,500
5317	Building Maintenance	Repairs and General Maintenance Doors, Windows, Roof, Gutters	1,000 <u>3,000</u>	1,000 <u>3,000</u>
		Subtotal	4,000	4,000
5320	Equipment	Replacement Pumps & Controls Valves, Piping & Fittings	20,000 <u>5,000</u>	10,000 <u>10,000</u>
		Subtotal	25,000	20,000
5321	Safety Equipment	Monitoring & Protection	1,000	1,000
5322	Purchases - Minor Equipment & Supplies	Lubrication, Seals & Electronics Hardware & Misc. Fittings Plumbing, Electric & Controls	1,500 500 <u>2,000</u>	1,000 500 <u>1,500</u>
		Subtotal	4,000	3,000
5326	Chemicals	Pump station chemicals	3,000	3,500
5329	Rental Expense		<u>4,000</u>	<u>3,000</u>
		Total	201,500	186,000



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: WASTEWATER

PROGRAM: METER FACILITIES MAINTENANCE

PROGRAM #204

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5304	Equipment Maintenance	Maintenance & repair of metering equipment	5,000	4,000
5305	Contracted Services	Maintenance and Data Services Calibration & other services	3,000 <u>9,000</u>	1,000 <u>6,500</u>
			12,000	7,500
5307	Telephone	Wireless Service for flow Meters	1,500	0
5308	Electric & Gas	Electric and Gas	500	0
5317	Building Maintenance	Maintenance of meter pits	1,000	700
5320	Equipment	Open Channel & Manhole Sensors	4,000	3,000
5321	Safety Equipment	Monitoring and protection	500	500
5322	Purchases - Minor	Replace Wearable items	1,000	1,000
5323	General Expense	Miscellaneous purchases	<u>0</u>	<u>500</u>
		TOTAL	25,500	17,200



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: WASTEWATER

PROGRAM: COLLECTION SYSTEM MAINTENANCE

PROGRAM #205

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5010	Wages	Collection System Operator	297,791	303,348
5020	Part-Time	Summer Help		
5041	Overtime	Overtime for shift coverage, emergencies, job completion	23,000	20,000
5100	Longevity	Employee Longevity bonuses	5,925	6,300
5110	Social Security	Employer cost of federally mandated retirement program	24,764	25,218
5111	Medical Benefits	Health, dental & prescription costs	104,534	92,026
5112	Life Insurance	Employee insurance provided according to contract	1,072	1,092
5113	Disability Insurance	Employee insurance provided according to contract	596	607
5304	Equipment Repair	Repair of collection system equipment	2,000	2,000
5305	Contracted Services	State overlay MH adjustments	10,000	10,000
		Root Removal	4,000	2,000
		Equipment Rental	10,000	7,000
		Chapter 94 Reports		
		Sewer System Repairs	19,000	20,000
		Subtotal	43,000	39,000
5316	Uniforms	Clothing Allowance		
5320	Equipment	Flush & Vac Trucks Equipment	6,000	4,000
		Camera & Associated Parts	5,000	5,000
			11,000	9,000
5321	Safety Equipment	Monitoring & Protection	1,000	500
		Safety Supplies	1,500	1,000
		Subtotal	2,500	1,500
5322	Purchases - Minor	Plumbing, piping & Hardware	1,000	1,000
		Tools	500	500
		Root Control Chemical	500	500
		Miscellaneous	1,500	1,000
		Subtotal	3,500	3,000
5325	Material & Supplies - Roads	Manhole adjusting risers	25,000	25,000
		Covers, Bonnets & Seals	8,000	5,000
		Blacktop and Stone	1,000	1,000
		Miscellaneous Supplies	1,000	2,000
			35,000	33,000
		Subtotal	554,682	536,091



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: WASTEWATER

PROGRAM:

PROGRAM#02-11-202

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5333	Payments to Other Municipalities	Philadelphia	1,550,000	1,555,000
		Cheltenham	1,200,000	1,100,000
		Lower Moreland	14,000	15,000
		Jenkintown	<u>90,000</u>	<u>40,000</u>
		Total	2,854,000	2,710,000



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: WASTEWATER

PROGRAM: PLANT OPERATIONS

PROGRAM #207

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
		Program 02-27-207		
5201	Legal Expense		12,000	12,000
5597	Amorization C/A			
5598	Depreciation Expense			
2299	Amortization Expense			
5905	Transfer to Retiree Health		102,100	104,000
5913	Transfer to Worker's Comp.		66,000	70,000
5917	Transfer to Sewer Capital		0	0
		Program 02-28-207		
5120	Unemployment Insurance		5,000	5,000
5213	Rental Expense		2,175	2,200
5215	General Insurance Expense	DVIT Insurance Premium	120,547	129,416
5805	Claims Expense	Sewer Operations	35,000	35,000
		Program 02-30-207		
5211	Bond Debt	Principal	2,105,000	2,000,000
5212	Bond Debt	Interest	178,135	286,785
5213	Debt Service lease	Lease	1,921	2,000
5901	Transfer	To General Fund	0	0
5917	Transfer	To Sewer Capital	0	0
		TOTAL	2,627,878	2,646,401

7/25/2016

Township of Abington  
Bond Debt Payable 2017

2017 Due Dates	Bond Issue Year	Principal		Interest		Total Debt Service	Paying Agent
15-Jan	2014 Refund 2005,2009 & New Money	G		G	72,750.00	72,750.00	U.S. Bank
		S		S	79,500.00	79,500.00	
		T		T	152,250.00	152,250.00	
15-May	2010 New Money & Refund of 2002			G	17,981.25	17,981.25	U.S. Bank
				S	0.00	0.00	
				T	17,981.25	17,981.25	
15-May	2013 Refund 2007 & new money	S	450,000.00	S	68,392.50	518,392.50	U.S. Bank
		R	335,000.00	R	6,700.00	341,700.00	
		T	785,000.00	T	75,092.50	860,092.50	
1-Jun	2012	G	335,000.00	G	12,175.00	347,175.00	U.S. Bank
15-Jul	2014 Refund 2005,2009 & New Money	G		G	72,750.00	72,750.00	Bank of New York
		S	1,550,000.00	S	79,500.00	1,629,500.00	
		T	1,550,000.00	T	152,250.00	1,702,250.00	
15-Nov	2010 New money & refund 2002	G	1,370,000.00	G	17,981.25	1,387,981.25	U.S. Bank
		S	0.00	S	0.00	0.00	
		T	1,370,000.00	T	17,981.25	1,387,981.25	
15-Nov	2013 Refund 2007 & New Money	S		S	59,392.50	59,392.50	U.S. Bank
		R		R	0.00	0.00	
		T		T	59,392.50	59,392.50	
1-Dec	2012	G		G	10,500.00	10,500.00	U.S. Bank
	2017	G		G	59,000.00	59,000.00	N.A.
		S		S	18,000.00	18,000.00	
Sub Totals		G	1,705,000.00	G	263,137.50	1,968,137.50	
		S	2,000,000.00	S	286,785.00	2,286,785.00	
		R	335,000.00	R	24,700.00	359,700.00	
2017 Debt Service Total Payments		T	4,040,000.00	T	574,622.50	4,614,622.50	

**General Fund  
Debt Service Schedule 2017-2023**

9/28/2016

Year	Annual Payment	2010	2012	2014	2017
		Bond Issue Refi 2002 New Money Drainage \$3.045 & \$3.070	Bond Issue New Money Drainage \$3 million	Bond Issue Refi 2009 & New Money \$4.15 million	Bond Issue New Money \$5 million
2017	1,968,138.00	1,405,963.00	357,675.00	145,500.00	59,000.00
2018	2,045,372.00		1,690,500.00	275,500.00	79,372.00
2019	1,986,315.00			1,907,000.00	79,315.00
2020	1,983,004.00			1,128,750.00	854,254.00
2021	1,988,802.00				1,988,802.00
2022	1,986,082.00				1,986,082.00
2023	340,662.00				340,662.00
<b>Total</b>	<b>15,755,125.00</b>	<b>1,405,963.00</b>	<b>2,048,175.00</b>	<b>3,456,750.00</b>	<b>5,387,487.00</b>

**Sewer Fund  
Debt Service Schedule 2017-2022**

2002 Bond Issue - Refinancing of 1996 & 1998 Issue with new money of 3.4 million (1.5 million to sewer capital; 1.9 million to sewer plant operations)  
2005 \$6.6 million Ardsley Sewer Project; 2007 \$7.675 million Plant Upgrade  
2013 Refi of 2007 and \$3,000,000 Sewer Linings Tookany and Cheltenham

Year	Annual Payment	2014 Refi 2009 & New Money	2013 Refi 2007 & New Money
2017	2,286,785.00	1,709,000.00	577,785.00
2018	2,285,985.00	1,711,500.00	574,485.00
2019	2,392,035.00		2,392,035.00
2020	1,647,785.00		1,647,785.00
2021	501,593.00		501,593.00
2022	505,750.00		505,750.00
<b>Total</b>	<b>9,619,933.00</b>	<b>3,420,500.00</b>	<b>8,199,433.00</b>

**Refuse Fund  
Debt Service Schedule 2017**

2007 \$2.915 million Trucks and Containers

	Annual Payment	2013 Est Refi 2007 Bond Issue	2017 New Money
2017	359,700.00	341,700.00	18,000.00
2018	261,048.00		261,048.00
2019	263,336.00		263,336.00
2020	265,322.00		265,322.00
2021	261,972.00		261,972.00
2022	263,372.00		263,372.00
2023	264,394.00		264,394.00
<b>Total</b>	<b>1,839,144.00</b>	<b>341,700.00</b>	<b>1,597,444.00</b>

**General Fund  
Debt Service Schedule 2017-2023  
Principal Only**

9/28/2016

Year	TOTAL	2010 Bond Issue Refi 2002 New Money Drainage \$3.045 & \$3.070	2012 Bond Issue New Money Drainage \$3 million	2014 Bond Issue Refi 2009 New Money Drainage \$4.150 million	2017 Bond Issue New Money \$5 million
2017	1,705,000	1,370,000	335,000		
2018	1,750,000		1,680,000	70,000	
2019	1,765,000			1,765,000	
2020	2,005,000			1,075,000	930,000
2021	1,850,000				1,850,000
2022	1,860,000				1,860,000
2023	360,000				360,000
<b>TOTAL</b>	<b>11,295,000</b>	<b>1,370,000</b>	<b>2,015,000</b>	<b>2,910,000</b>	<b>5,000,000</b>

**Sewer Fund  
Debt Service Schedule 2017-2022**

2005 \$6.6 million Ardsley Sewer Project; 2007 \$7.675 million Plant Upgrade  
2013 Refi of 2007 and \$3,000,000 Sewer Linings Tookany and Cheltenham  
2014 Refi of 2009

Year	TOTAL	2014 Refi 2009 Bond Issue	2013 Refi 2007 & New Money
2017	2,000,000	1,550,000	450,000
2018	2,095,000	1,630,000	465,000
2019	2,315,000		2,315,000
2020	1,610,000		1,610,000
2021	485,000		485,000
2022	500,000		500,000
2022			
	<b>9,005,000</b>	<b>3,180,000</b>	<b>5,825,000</b>

**Refuse Fund  
Debt Service Schedule  
2017**

Year	2013 Refi 2007	2017 New Money
2017	335,000	
2018		250,000
2019		250,000
2020		250,000
2021		250,000
2022		250,000
2023		250,000
	<b>335,000</b>	<b>1,500,000</b>

BUDGET OVERVIEW

23-Aug-16

HIGHWAY AID FUND

PRELIMINARY

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	%INC./ (DEC.)
<b>BUDGET</b>	1,203,200	1,148,200	1,196,200	1,188,528	1,187,528	1,192,528	1,217,528	1,263,528	1,263,528	1,431,178	1,534,178	7.20%

2017 PROJECTED REVENUES \$1,534,178

FUND BALANCE FORWARD

2017 PROJECTED EXPENDITURES \$1,534,178

DIFFERENCE \$0

**TOWNSHIP OF ABINGTON  
2017 REVENUE BUDGET  
HIGHWAY-AID FUND**

OBJECT CODE	REVENUE SOURCE	2017 EST.	2016 12 MO PROJ	Collected as 9/30/2016	2016 BUDGET	2015 ACTUAL	2014 ACTUAL	2013 ACTUAL	2012 ACTUAL	2011 ACTUAL	2010 ACTUAL	2009 ACTUAL	2008 ACTUAL	2007 ACTUAL
4360	INTEREST ON INVESTMENTS	5,000	5,000	4,464	3,500	3,614	4,675	5,458	5,848	4,258	5,575	5,054	13,184	27,186
4430	REFUNDS	5,000	5,000	3,554	5,000	15,022	42,926	49,041	9,536	33,213	223,189	9,400	7,500	25,710
4431	SALE OF PROPERTY	8,000	29,040	29,040	8,000	25,920	9,840	32,112	9,504	11,520	0	24,960	37,488	2,112
4475	LIQUID FUELS GRANT	1,516,178	1,537,058	1,537,058	1,414,678	1,320,400	1,203,273	1,118,072	1,137,007	1,134,606	1,100,187	1,142,232	1,185,022	1,077,846
4901	TRANSFER FROM OTHER FUNDS	0	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL REVENUES	1,534,178	1,576,098	1,574,116	1,431,178	1,364,957	1,260,713	1,204,683	1,161,895	1,183,597	1,328,952	1,181,646	1,243,194	1,132,854
4999	FUND BALANCE	0	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL REVENUES/CASH	<u>\$1,534,178</u>	<u>\$1,576,098</u>	<u>\$1,574,116</u>	<u>\$1,431,178</u>	<u>\$1,364,957</u>	<u>\$1,260,713</u>	<u>\$1,204,683</u>	<u>\$1,161,895</u>	<u>\$1,183,597</u>	<u>\$1,328,952</u>	<u>\$1,181,646</u>	<u>\$1,243,194</u>	<u>\$1,132,854</u>

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4-Oct-16





2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: HIGHWAY-AID

PROGRAM: SNOW & ICE CONTROL

PROGRAM #140

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5010	Wage Expense Hourly	This coupon is used to pay for employees who work during snow & ice storms.	10,000	10,000
5041	Overtime	This expenditure is used to pay overtime to all employees who work during snow & ice storms.	185,000	185,000
5110	Social Security	Social Security	14,918	14,918
5325	Materials & Supplies-Roads	This coupon is for the purchase of salt, cinders and calcium that will be used on roadways within the Township.	140,000	200,000



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: HIGHWAY-AID

PROGRAM: REMOVAL OF DEBRIS

PROGRAM #141

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5010	Wage Expense Hourly	This expenditure is for the payment of employee wages for removal of debris: downed trees, etc., from our roadways during normal working hours.	100,000	100,000
5110	Social Security	Social Security	7,650	7,650
5325	Materials and Supplies-Roads	This coupon is used for the purchase of tools and any other equipment that may be necessary to keep our roadways safe and clear at all times.	2,200	2,200



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: HIGHWAY AID

PROGRAM: STREET SIGNS & PAINTING

PROGRAM #143

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5010	Wage Expense Hourly	This coupon is for employee wages to paint street markings, make & install and repair street signs.	118,000	118,000
5110	Social Security	Social Security	9,027	9,027
5325	Materials & Supplies	This expenditure is used to purchase paint for street markings, sign material and signal related hardware.	69,000	69,000



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: HIGHWAY AID

PROGRAM: TRAFFIC SIGNALS

PROGRAM #146

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5041	Overtime	This coupon is used to pay employees for emergency call-outs involving traffic signal knockdowns, malfunctioning lights and any hours after their normal shift and standby pay.	5,000	5,000
5110	Social Security	Social Security	383	383
5304	Equipment & Repair	Parts & service for maintenance on lights that are the responsibility of the Township such as traffic signals, flashing warning lights, school signals, etc.	50,000	62,000
5308	Electric	Electric charges for the operation of traffic signals, etc.	436,000	376,000
5332	Accident Repair Expense	This expenditure is to cover Township signals in the event of a knockdown etc.	40,000	40,000
5333	Payments to Other Municipalities	This covers payments to other Townships for maintenance on shared traffic signals that are located on Township borders.	4,000	4,000



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: HIGHWAY AID

PROGRAM: STREETS OVERLAY

PROGRAM #147

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5010	Wage Expense Hourly	This coupon is used to pay the wages for employees used during the overlay program.	0	0
5110	Social Security	Social Security	0	0
5325	Materials & Supplies	This coupon is used to purchase the materials used to overlay the streets in the Township.	0	0



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: HIGHWAY AID

PROGRAM: EQUIPMENT & MATERIAL PURCHASES-MAJOR

PROGRAM #148

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5320	Major Equipment & Material Purchases	Purchase (3) Low Boy Dump Trucks = \$195,000 (2) Pick Up Trucks = \$72,000 (2) Replacement Dump Bodies for Trucks = \$19,000 (1) Air Compressor = \$25,000	225,000	311,000
5322	Minor Equipment & Material Purchases	Chains \$20,000	15,000	20,000



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: HIGHWAY AID

PROGRAM: STREET PATCHING

PROGRAM #149

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5010	Wage Expense Hourly	This expenditure is for wages for employees that work on repairing of potholes and large road areas.	0	0
5110	Social Security	Social Security	0	0
5325	Materials & Supplies- Roads	This coupon is used to purchase the materials to repair the roads.	0	0







2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: TUITION REIMBURSEMENT

PROGRAM: TUITION

PROGRAM# VARIOUS

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5190	Tuition Reimbursement	The Board of Commissioners at its 8/14/97 meeting authorized the transfer of \$250,000 from unallocated General Fund Balance to a new Fund 10 Tuition Reimbursement. The purpose of the transfer was to fund employee reimbursement of tuition. Funds to be used were restricted to the <u>interest earnings</u> on the principal amount of \$250,000.	15,000	15,000



TOWNSHIP OF ABINGTON  
 2017 REVENUE BUDGET  
 WORKER'S COMPENSATION

REVENUE SOURCE	ESTIMATED REVENUES 2017	ESTIMATED REVENUES 2016	BUDGETED REVENUES 2015	BUDGETED REVENUES 2014	BUDGETED REVENUES 2013	BUDGETED REVENUES 2012	BUDGETED REVENUES 2011	BUDGETED REVENUES 2010	BUDGETED REVENUES 2009	BUDGETED REVENUES 2008	BUDGETED REVENUES 2007	BUDGETED REVENUES 2006
TRANSFER FROM GENERAL FUND	\$500,000	\$450,000	\$385,000	\$385,000	\$385,000	\$300,000	\$290,370	\$290,370	\$250,000	\$237,569	\$350,000	\$350,000
TRANSFER FROM SEWER OPERATIONS	70,000	66,000	53,500	53,500	53,500	71,150	64,680	64,680	50,000	50,000	50,000	50,000
TRANSFER FROM REFUSE	112,000	112,000	120,000	120,000	120,000	130,000	118,350	118,350	100,000	112,341	112,341	0
REST INCOME	45,000	53,000	53,000	53,000	53,000	53,250	32,500	32,500	32,000	32,000	32,000	31,500
TOTAL REVENUES	\$727,000	\$681,000	\$611,500	\$611,500	\$611,500	\$554,400	\$505,900	\$505,900	\$432,000	\$431,910	\$544,341	\$431,500

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**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: ADMINISTRATION

PROGRAM: WORKERS COMPENSATION

PROGRAM # 000

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5205	Audit Service	Actuarial Analysis - Workers' Comp.	6,000	6,000
5215	General Insurance	Excess Policy Audit		
		Estimate to Actual      \$2,000	2,000	2,000
		Workers Comp Supersedes & Subsequent Injury      \$2,000	2,000	2,000
		Work comp Admin Fees      \$2,500	2,500	2,500
		Work Comp Uninsured Employers Guaranty Fund      \$500	500	500
			7,000	7,000
5234	Safety Training Programs	Safety training programs for employees	15,000	10,000
5803	Claims Expense - General Fund	Annual General Fund		
		Cost of self-insured program-Claims	100,000	75,000
		Cost of self-insured program -DVMMA	18,567	16,487
		Cost of full insured program-DVWCT	<u>589,982</u>	<u>648,980</u>
			708,549	740,467
5805	Claims Expense - Sewer Operations	Annual Sewer Operation		
		Cost of self-insured program-Claims	5,000	5,000
		Cost of self-insured program -DVMMA	2,724	2,451
		Cost of full insured program-DVWCT	<u>83,714</u>	<u>96,470</u>
			91,438	103,921
5806	Claims Expense - Refuse	Annual Refuse Fund		
		Cost of self-insured program-Claims	10,000	5,000
		Cost of self-insured program -DVMMA	3,466	3,342
		Cost of full insured program-DVWCT	<u>123,577</u>	<u>131,550</u>
			137,043	139,892
	DVMMA Premium	Administer Old Work Comp Claims \$5,570 per quarter budgeted in claim expense \$22,280		
	DVWCT	Premium Estimated \$877,000 estimate		

BUDGET OVERVIEW

4-Oct-16

REFUSE FUND

PRELIMINARY

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2016	%INC./ (DEC.)
<b>BUDGET</b>	5,906,834	5,871,862	5,633,355	5,439,400	5,412,592	5,381,460	5,429,232	5,436,722	5,858,194	5,807,416	5,782,381	-0.43%

2017 PROJECTED REVENUES	\$5,782,381
FUND BALANCE FORWARD	0
2017 PROJECTED EXPENDITURES	<u>\$5,782,381</u>
DIFFERENCE	<u><u>\$0</u></u>

**TOWNSHIP OF ABINGTON  
2017 REVENUE BUDGET  
REFUSE FUND**

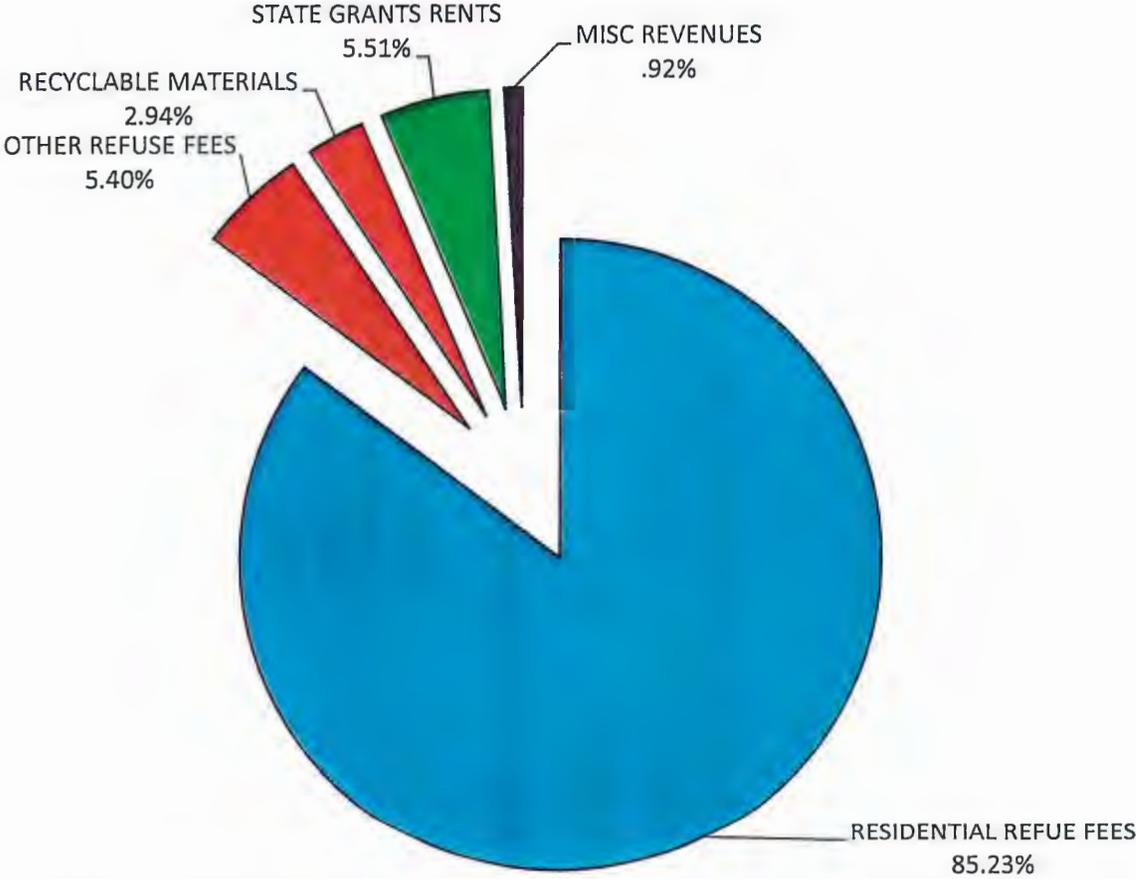
4-Oct-16

REVENUE SOURCE	2017 EST.	2016 12 MO PROJ	Collected as 9/30/2016	2016 BUDGET	2015 ACTUAL	2014 ACTUAL	2013 ACTUAL	2012 ACTUAL	2011 ACTUAL	2010 ACTUAL	2009 ACTUAL	2008 ACTUAL
4360 INTEREST ON INVESTMENTS	24,000	24,000	18,438	24,000	24,830	24,741	44,451	29,163	30,513	29,724	28,637	59,600
4384 REFUSE FEE-ABINGTON SCHOOL	0	(7,102)	(7,102)	0	49,713	92,701	78,688	87,958	72,956	85,646	79,824	69,361
4385 COMMERCIAL REFUSE FEE	68,000	68,000	56,293	68,000	62,022	61,526	60,941	61,888	63,344	65,752	66,323	63,713
4390 RESIDENTIAL REFUSE FEE	4,996,000	4,996,961	4,892,099	4,985,616	4,934,151	4,489,697	4,301,970	4,299,909	4,365,361	4,428,486	4,491,195	4,815,804
4391 RES. REFUSE FEE-PENALTY	5,000	5,000	3,453	5,000	7,746	8,222	8,557	7,443	7,716	14,342	14,952	17,683
4393 RES. REFUSE FEE DELINQUENT	76,000	76,000	50,715	76,000	55,087	70,819	68,326	64,728	77,281	87,890	84,941	81,520
4394 DLQ REFUSE FEE PEN & INT	13,000	13,000	9,659	13,000	12,805	13,838	15,119	12,557	14,506	17,016	15,122	11,410
4395 REFUSE FEE INTERIMS	3,000	3,000	2,208	7,000	1,929	1,932	3,007	6,123	6,894	7,667	23,618	703
4396 RES. REFUSE FEE REFUNDS	(1,500)	(1,500)	(1,403)	(1,200)	(275)	(443)	0	(1,757)	(2,271)	(1,443)	(3,645)	(3,063)
4397 LARGE-ITEM PICK-UP FEE	75,000	75,000	61,476	70,000	52,014	46,786	47,021	49,632	55,081	58,444	60,917	60,556
4400 RECYCLABLE MATERIALS	170,000	170,000	116,791	170,000	194,251	256,342	203,636	251,738	298,369	233,556	174,920	325,879
4401 STATE GRANTS-RECYCLING	318,881	356,924	356,924	340,000	305,268	497,667	262,622	249,891	405,537	941,864	908,410	890,046
4402 RECYCLABLE YARD BAGS	35,000	35,000	19,826	35,000	28,943	35,347	36,078	39,243	45,058	46,359	58,149	55,814
4403 RECYCLABLES-ROCKLEDGE	0	0	0	0	0	0	23,499	23,019	24,938	36,938	23,019	26,480
4405 LEAF COLLECTION-JENK/HAT/ROCK	32,000	31,000	0	31,000	28,000	28,000	28,000	28,000	28,000	28,000	28,000	16,000
406 REFUSE PLASTIC BAGS/STICKERS	7,000	7,000	6,336	4,000	5,165	4,380	3,928	4,555	4,812	4,303	4,637	1,117
430 REFUNDS	14,000	19,544	19,559	13,000	490,121	16,312	13,365	15,478	10,314	27,996	9,415	29,628
431 SALE OF PROPERTY	15,000	46,800	46,800	35,000	0	0	14,400	48,000	31,200	5,664	4,416	91,680
4901 TRANSFER FROM GENERAL FUND	0	0	0	0	0	0	0	0	0	0	0	0
4360 INTEREST ON 2007 BOND ISSUE	0	0	0	0	0	0	0	0	0	0	26	4,718
4603 RESERVE FOR LIENS	(68,000)	(68,000)	0	(68,000)	0	0	0	0	0	0	0	0
4999 FUND BALANCE	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL REVENUES</b>	<b>5,782,381</b>	<b>5,850,627</b>	<b>5,652,071</b>	<b>5,807,416</b>	<b>6,251,769</b>	<b>5,647,866</b>	<b>5,213,608</b>	<b>5,277,568</b>	<b>5,539,608</b>	<b>6,118,203</b>	<b>6,072,876</b>	<b>6,618,648</b>

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# Refuse Revenues - 2017

## Total Revenue \$5,782,381



# Refuse Department

**Goals:**

To provide Abington Township residents with competitive and equitable solid waste collection and disposal services and, collect and market recyclables generated within the Township.

**Objectives:**

Collect and dispose of approximately 17,500 tons of refuse from 18,400 residential and 144 commercial units.

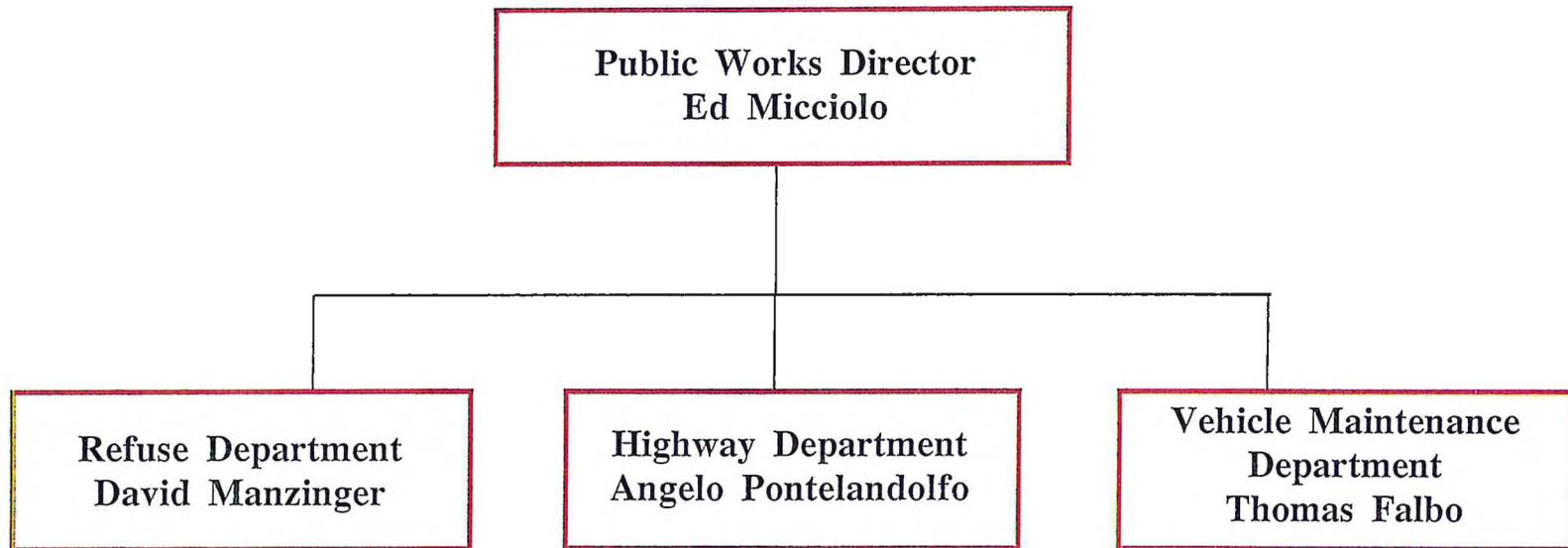
**Recycling:**

Collect and market 58% of the waste flow in the following commodities:

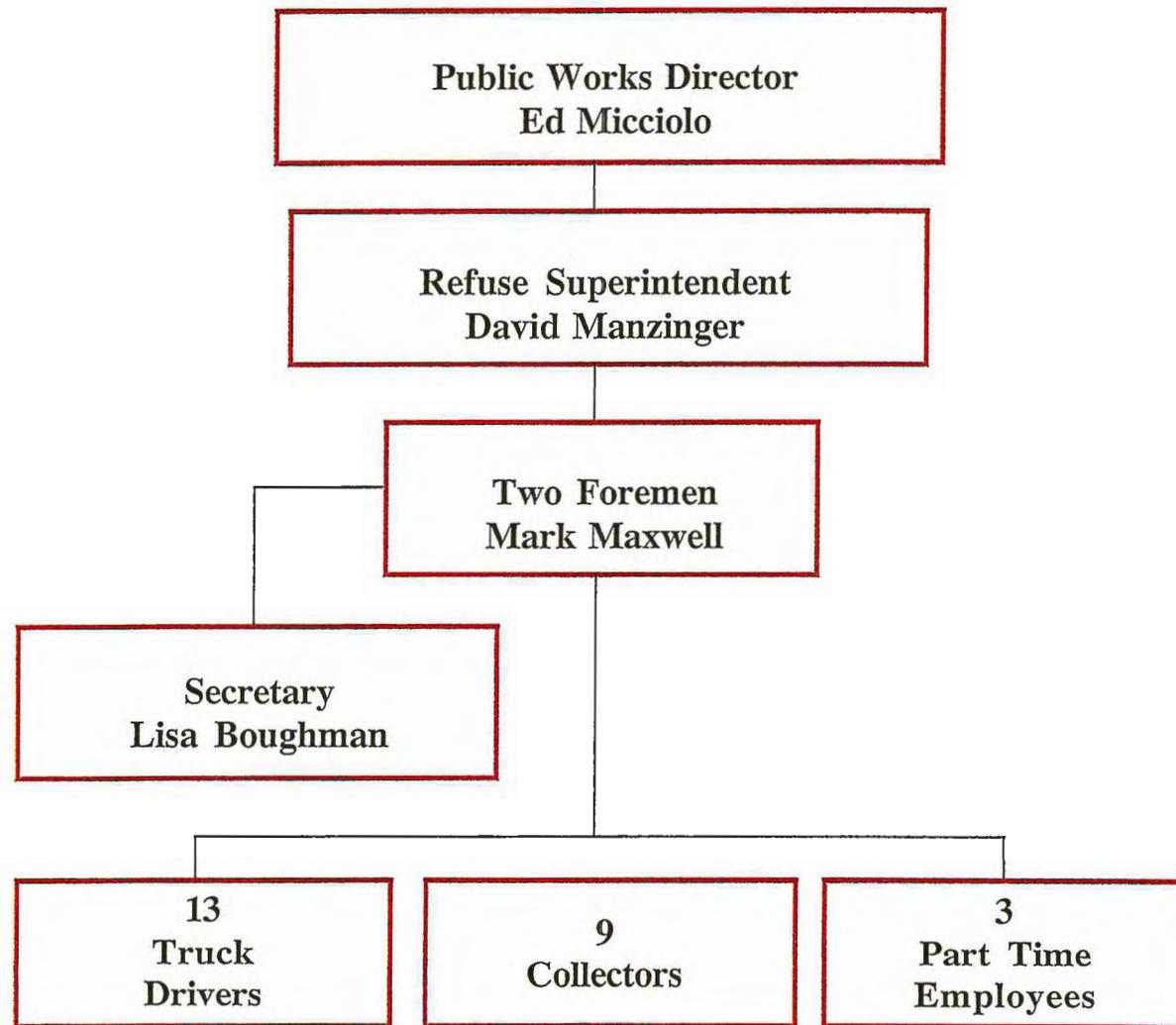
Mixed Paper.....	3,800 Tons
Commingled Materials.....	3,200 Tons
Yard Waste.....	14,500 Tons
Metal.....	175 Tons

Continue working to improve compliance for our current recycling program and work to the goal of removing larger quantities of products from the waste flow.

# Public Works Department - 2017



# Refuse Department - 2017







2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: REFUSE

PROGRAM: REFUSE COLLECTION ADMINISTRATION COST

Program # 100

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5000	Salary Expense	Superintendent	91,310	93,236
		Foreman	80,820	82,524
		Foreman	80,820	80,000
		Clerk II	<u>39,459</u>	<u>40,921</u>
		TOTAL	292,409	296,681
5100	Longevity	Superintendent @ 2,900		
		Foreman @ 2,700		
		Foreman @ 0		
TOTAL	8,400	5,600		
5110	Social Security	Social Security	23,012	23,124
5111	Medical Benefits	Medical Benefits	90,291	93,041
5112	Life Insurance	Life Insurance	1,053	1,068
5113	Disability Insurance	Disability Insurance	585	593
5299	Contingency		5,000	5,000
5300	Office Supplies	Misc. Office Supplies & Copy paper, tablets Envelopes, Pencils	1,200	1,200
5301	Association Dues & Seminars	PROP Membership		
		Solid Waste Association		
		Misc Publication		
		Solid Waste Conference		
		Local Seminars		
TOTAL:		2,300	2,300	
5303	Advertising & Printing	Miscellaneous Advertising	1,000	1,000
5305	Contracted Services	Exterminating	500	500
5306	Postage	Postage	4,000	4,000
5307	Telephone	Link to receive incoming calls before or after hours Nextel Cell Phones		
		Nextel Phone Repairs	1,600	1,600
5308	Electric & Gas	Lighting & heating for building	6,500	6,500

2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: REFUSE

PROGRAM: REFUSE COLLECTION ADMINISTRATION COST

Program # 100

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5311	Water	Water for building & washing trucks	2,000	2,000
5322	Equipment & Supplies Minor	Medical Supplies Safety Equipment Rain Gear Building Maintenance Odor control Misc. Hardware  TOTAL:	       5,700	       5,700
5900	Interdepartmental Allocation	1/3 Public Works Director Salary & Benefits Pension Computer time Finance Office Tax Office Vehicle Maintenance Administration  TOTAL:	 48,825 7,994 3,127 64,330 5,687 585,080 <u>163,044</u>  878,087	 49,979 12,108 3,132 63,565 5,529 537,901 <u>157,532</u>  829,746







2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: REFUSE

PROGRAM: PROVIDES REMOVAL OF WASTE

PROGRAM #103

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5305	Contracted Services	Tons of Waste 17,600 tons X \$80.28= \$1,412,928  Licenses for trucks            =\$3,000  Recycling containers for events                               =\$3,000  Payment for Disposal of Recyclable Materials = \$110,000	1,487,744	1,528,928



**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

**DEPARTMENT: REFUSE**

**PROGRAM: DEBT SERVICE**

**PROGRAM #104**

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5211	Bond/Note Debt Principle	Per attached schedule	320,000	335,000
5212	Bond/Note Debt Interest	Per attached schedule	19,800	24,700
5213	Debt Services Leases		0	0

Township of Abington  
Bond Debt Payable 2017

2017 Due Dates	Bond Issue Year	Principal		Interest		Total Debt Service	Paying Agent
15-Jan Refund 2005,2009 & New Money	2014	G		G	72,750.00	72,750.00	U.S. Bank
		S		S	79,500.00	79,500.00	
		T		T	152,250.00	152,250.00	
15-May New Money & Refund of 2002	2010			G	17,981.25	17,981.25	U.S. Bank
				S	0.00	0.00	
				T	17,981.25	17,981.25	
15-May Refund 2007 & new money	2013	S	450,000.00	S	68,392.50	518,392.50	U.S. Bank
		R	335,000.00	R	6,700.00	341,700.00	
		T	785,000.00	T	75,092.50	860,092.50	
1-Jun	2012	G	335,000.00	G	12,175.00	347,175.00	U.S. Bank
15-Jul Refund 2005,2009 & New Money	2014	G		G	72,750.00	72,750.00	Bank of New York
		S	1,550,000.00	S	79,500.00	1,629,500.00	
		T	1,550,000.00	T	152,250.00	1,702,250.00	
15-Nov New money & refund 2002	2010	G	1,370,000.00	G	17,981.25	1,387,981.25	U.S. Bank
		S	0.00	S	0.00	0.00	
		T	1,370,000.00	T	17,981.25	1,387,981.25	
15-Nov Refund 2007 & New Money	2013	S		S	59,392.50	59,392.50	U.S. Bank
		R		R	0.00	0.00	
		T		T	59,392.50	59,392.50	
1-Dec	2012	G		G	10,500.00	10,500.00	U.S. Bank
	2017	G		G	59,000.00	59,000.00	N.A.
		S		S	18,000.00	18,000.00	
Sub Totals		G	1,705,000.00	G	263,137.50	1,968,137.50	
		S	2,000,000.00	S	286,785.00	2,286,785.00	
		R	335,000.00	R	24,700.00	359,700.00	
2017 Debt Service Total Payments		T	4,040,000.00	T	574,622.50	4,614,622.50	

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**General Fund  
Debt Service Schedule 2017-2023**

9/28/2016

Year	Annual Payment	2010	2012	2014	2017
		Bond Issue Refi 2002 New Money Drainage \$3.045 & \$3.070	Bond Issue New Money Drainage \$3 million	Bond Issue Refi 2009 & New Money \$4.15 million	Bond Issue New Money \$5 million
2017	1,968,138.00	1,405,963.00	357,675.00	145,500.00	59,000.00
2018	2,045,372.00		1,690,500.00	275,500.00	79,372.00
2019	1,986,315.00			1,907,000.00	79,315.00
2020	1,983,004.00			1,128,750.00	854,254.00
2021	1,988,802.00				1,988,802.00
2022	1,986,082.00				1,986,082.00
2023	340,662.00				340,662.00
<b>Total</b>	<b>15,755,125.00</b>	<b>1,405,963.00</b>	<b>2,048,175.00</b>	<b>3,456,750.00</b>	<b>5,387,487.00</b>

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**Sewer Fund  
Debt Service Schedule 2017-2022**

2002 Bond Issue - Refinancing of 1996 & 1998 Issue with new money of 3.4 million (1.5 million to sewer capital; 1.9 million to sewer plant operations)  
2005 \$6.6 million Ardsley Sewer Project; 2007 \$7.675 million Plant Upgrade  
2013 Refi of 2007 and \$3,000,000 Sewer Linings Tookany and Cheltenham

Year	Annual Payment	2014	2013
		Refi 2009 & New Money	Refi 2007 & New Money
2017	2,286,785.00	1,709,000.00	577,785.00
2018	2,285,985.00	1,711,500.00	574,485.00
2019	2,392,035.00		2,392,035.00
2020	1,647,785.00		1,647,785.00
2021	501,593.00		501,593.00
2022	505,750.00		505,750.00
<b>Total</b>	<b>9,619,933.00</b>	<b>3,420,500.00</b>	<b>6,199,433.00</b>

**Refuse Fund  
Debt Service Schedule 2017**

2007 \$2.915 million Trucks and Containers

Year	Annual Payment	2013 Est	2017
		Refi 2007 Bond Issue	New Money
2017	359,700.00	341,700.00	18,000.00
2018	261,048.00		261,048.00
2019	263,336.00		263,336.00
2020	265,322.00		265,322.00
2021	261,972.00		261,972.00
2022	263,372.00		263,372.00
2023	264,394.00		264,394.00
<b>Total</b>	<b>1,939,144.00</b>	<b>341,700.00</b>	<b>1,597,444.00</b>

**General Fund  
Debt Service Schedule 2017-2023  
Principal Only**

9/28/2016

Year	TOTAL	2010	2012	2014	2017
		Bond Issue Refi 2002 New Money Drainage \$3.045 & \$3.070	Bond Issue New Money Drainage \$3 million	Bond Issue Refi 2009 New Money Drainage \$4.150 million	Bond Issue New Money \$5 million
2017	1,705,000	1,370,000	335,000		
2018	1,750,000		1,680,000	70,000	
2019	1,765,000			1,765,000	
2020	2,005,000			1,075,000	930,000
2021	1,850,000				1,850,000
2022	1,860,000				1,860,000
2023	360,000				360,000
<b>TOTAL</b>	<b>11,295,000</b>	<b>1,370,000</b>	<b>2,015,000</b>	<b>2,910,000</b>	<b>5,000,000</b>

**Sewer Fund  
Debt Service Schedule 2017-2022**

2005 \$6.6 million Ardsley Sewer Project; 2007 \$7.675 million Plant Upgrade  
2013 Refi of 2007 and \$3,000,000 Sewer Linings Tookany and Cheltenham  
2014 Refi of 2009

Year	TOTAL	2014	2013
		Refi 2009 Bond Issue	Refi 2007 & New Money
2017	2,000,000	1,550,000	450,000
2018	2,095,000	1,630,000	465,000
2019	2,315,000		2,315,000
2020	1,610,000		1,610,000
2021	485,000		485,000
2022	500,000		500,000
<b>TOTAL</b>	<b>9,005,000</b>	<b>3,180,000</b>	<b>5,825,000</b>

**Refuse Fund  
Debt Service Schedule  
2017**

	2013	2017
	Refi 2007	New Money
2017	335,000	
2018		250,000
2019		250,000
2020		250,000
2021		250,000
2022		250,000
2023		250,000
<b>TOTAL</b>	<b>335,000</b>	<b>1,500,000</b>



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: REFUSE

PROGRAM: INSURANCE

PROGRAM #105

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5120	PA Unemployment	Estimate based on prior history and anticipated claims.	3,500	3,500
5201	Legal - Portnoff	Fees for Collection of Delinquent Accts	10,000	3,500
5215	General Insurance	Proportionate share of property, auto, general liability insurance Life Insurance	53,577	57,518 <u>6,500</u> 64,018
5905	Transfer for Retiree He	Annual Cost of Retirees' Health Costs	92,000	78,000
5913	Transfer to Workers' Compensation Fund	Annual Costs of self insured Workers' Compensation: Claims/Insurance:           \$112,000	112,000	112,000



TOWNSHIP OF ABINGTON  
 2017 REVENUE BUDGET  
 HEALTH FUND

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REVENUE SOURCE	ESTIMATED REVENUES 2017	BUDGETED REVENUES 2016	BUDGETED REVENUES 2015	BUDGETED REVENUES 2014	BUDGETED REVENUES 2013	BUDGETED REVENUES 2012	BUDGETED REVENUES 2011	BUDGETED REVENUES 2010
RETIREE HEALTH COST REIMBURSEMENT	\$150,000	\$150,000	\$150,000	\$160,000	\$135,000	\$126,000	\$150,000	\$150,000
TRANSFER FROM GENERAL FUND	1,065,290	1,004,600	1,010,600	991,000	958,400	1,044,700	839,660	744,097
ADDITIONAL FUNDING OPEB INVEST	200,000	200,000	200,000	200,000	0	0	0	0
TRANSFER FROM SEWER OPERATIONS	104,000	102,100	102,100	83,000	55,000	54,000	61,725	62,900
TRANSFER FROM REFUSE	78,000	92,000	92,000	89,000	77,100	76,000	77,070	71,100
INTEREST INCOME	0	0	0	0	0	0	0	0
TOTAL REVENUES	<u>\$1,597,290</u>	<u>\$1,548,700</u>	<u>\$1,554,700</u>	<u>\$1,323,000</u>	<u>\$1,225,500</u>	<u>\$1,300,700</u>	<u>\$1,128,455</u>	<u>\$1,028,097</u>





**2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET**

DEPARTMENT: ADMINISTRATION

PROGRAM: OTHER POST EMPLOYMENT BENEFITS- POLICE RETIREES

PROGRAM #028

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5101	Medicare Reimbursements	Medicare Reimbursements Reimbursement for police retirees and spouses (61) for Medicare costs deducted from social security checks Includes estimated increase of 3% <u>2016</u> 63 @ 108.00 = \$ 82,000 <u>2017</u> 65 @ 108.00 = \$ 84,240	82,000	84,240
5102	Out of Area Medical Reimbursements	Out of Area Medical Reimbursements Current rate plus 10% (9 participants)	20,000	21,500
5110	Social Security	Social Security	500	500
5111	Hospitalization	Hospitalization  Humana 41 retirees/spouse over age 65=\$130,000(incr 5.0%)  DVHIT 49 retirees/spouses under age 65=\$480,000(incr 10%)  Police Retiree Prescription Plan 27 Retirees (Stand alone plan through Express Scripts) Includes Est. increase of 15% single 15% couple  Payment to retirees waiving participation in medical coverage	605,000	610,000
			88,000	89,000
			5,000	12,550
			698,000	711,550
5215	General Insurance	General Insurance Death benefits retirees 3 @ 3,500	10,500	10,500
5305	Contracted Services	OPEB Investment expense	20,000	10,000



2017 BUDGET DESCRIPTION/JUSTIFICATION WORKSHEET

DEPARTMENT: ADMINISTRATION

PROGRAM: OTHER POST EMPLOYMENT BENEFITS- NON-UNIFORMED RETIREES

PROGRAM #029

OBJECT CODE	ACCOUNT NAME	DESCRIPTION/JUSTIFICATION	2016 APPROVED BUDGET	2017 BUDGET REQUEST
5102	Out of Area Medical Reimbursements	Out of Area Medical Reimbursements Current rate plus 10% (15 participants)	45,000	56,500
5110	Social Security	Social Security	200	0
5111	Hospitalization	Hospitalization  Humana 88 retirees/spouse over age 65=\$290,000(incr 5.0%)  DVHIT 22 retirees/spouses under age 65=\$192,000(incr 10%)  Payment to retirees waiving participation in medical coverage 2 @ 1,000	440,000    <u>2,000</u> 442,000	482,000    <u>0</u> 482,000
5215	General Insurance	General Insurance Death benefits retirees 3 @ 3,500	10,500	10,500
5305	Contracted Services	OPEB Investment expense	20,000	10,000

**BUDGET  
ALLOCATIONS  
2017**



TOWNSHIP OF ABINGTON  
 CHARGEBACK SUMMARY SHEET  
 BUDGET YEAR-2017  
 OBJECT CODE 5900

29-Sep-16

CATEGORY		ADMIN.	FIN.	TAX	POLICE	LIBRARY	CODE	REFUSE	TOTALS
COMPUTER TIME	-274,776	18,790	9,395	9,395	127,590		17,224	3,132	185,526
PENSION PLAN	-19,373							12,108	12,108
DEBT SERVICE	-10,056				6,084		528		6,612
INSURANCE	-545,774	21,265	4,102	2,719	146,108	10,194	9,396	57,518 (D)	251,302
POLICE PROFESSIONAL	-173,201				173,201				173,201
WORKERS COMP RES.	-682,000	2,632			250,245	3,752	120	112,000	368,749
FINANCE OFFICE	-578,071				194,853	29,775	11,570	63,565	299,763
TAX OFFICE	-384,569				172,742	26,985	9,576	5,529	214,832
J/E SEPARATE A/C	0							49,979	49,979
VEHICLE MAINT.	-2,530,256	18,872			1,006,016	10,026	68,605	537,901	1,641,420
ENGINEERING	0								0
ADM.	-1,449,904		17,291	0	482,896	73,789	28,674	157,532	760,182
<b>TOTAL</b>	<b>-6,586,421</b>	<b>61,559</b>	<b>30,788</b>	<b>12,114</b>	<b>2,559,735</b>	<b>154,521</b>	<b>145,693</b>	<b>999,264</b>	<b>3,963,674</b>

	TRANSFER								TOTALS
	SEWER CAP.	ENG.	P.W.	V.M.	PKS & REC	FIRE	HUD	WWTP	
COMPUTER TIME		6,263	14,092	3,132	37,579	14,092	0	14,092	274,776
PENSION PLAN								7,265	19,373
DEBT SERVICE					3,444				10,056
INSURANCE		5,336	70,809	18,502	52,701	17,708		129,416 (D)	545,774
POLICE PROFESSIONAL									173,201
WORKER'S COMP RES.		399	106,061	14,743	25,154	96,894		70,000 (D)	682,000
FINANCE OFFICE		5,767	57,346	31,468	46,813	26,810		110,104	578,071
TAX OFFICE		5,091	56,880	28,573	45,227	24,389		9,577	384,569
J/E SEPARATE A/C			-99,958	49,979				0	0
VEHICLE MAINT		28,899	524,929		161,608	38,925		134,475	2,530,256
ENGINEERING	0	29,225					0	-29,225	0
ADM.		14,293	142,119	77,987	116,014	66,443		272,866	1,449,904
<b>TOTALS</b>		<b>95,273</b>	<b>872,278</b>	<b>224,364</b>	<b>488,546</b>	<b>285,261</b>	<b>0</b>	<b>718,570</b>	<b>5,647,980</b>

(D)--DIRECT CHARGEBACK

TOWNSHIP OF ABINGTON  
INSURANCE ALLOCATION SUMMARY  
BUDGET YEAR-2017  
27-Sep-16

ADMINISTRATION	21,265
FINANCE	4,102
TAX	2,719
**POLICE	319,309
LIBRARY	10,194
CODE	9,396
ENGINEERING	5,336
PUBLIC WORKS	70,809
PARKS & REC.	52,701
VEHICLE MAINT.	18,502
FIRE SERVICES	17,708
REFUSE	57,518
WWTP	129,416
TOTALS	<u>718,975</u>

\*\*-INCLUDES POLICE PROFESSIONAL LIABILITY OF \$173,201

**PROPERTY INSURANCE**

DEPARTMENTS	REPLACEMENT VALUE	% OF TOTAL	PROP INS. COST \$94,042
	AFTER EXCLUSIONS 11/30/04		
WASTEWATER TREATMENT	52,222,004	47.6%	44,754
PARKS & REC	18,786,831	17.1%	16,100
PUBLIC WORKS	9,992,700	9.1%	8,564
REFUSE	1,665,000	1.5%	1,427
LIBRARY	9,852,101	9.0%	8,443
PUBLIC SAFETY BUILDING/POLICE	8,514,839	7.8%	7,297
ADMINISTRATION	8,701,292	7.9%	7,457
<b>TOTALS</b>	<b>109,734,767</b>	<b>100.0%</b>	<b>94,042</b>

**AUTO LIABILITY-COLLISION & COMPREHENSIVE**

DEPARTMENTS	# OF	% OF TOTAL	INS. COST \$106,983
	VEHICLES		
PUBLIC WORKS	44	26.7%	28,529
CODE ENFORCEMENT	4	2.4%	2,594
PARKS & REC	14	8.5%	9,077
POLICE	57	34.5%	36,958
REFUSE	30	18.2%	19,451
FIRE	3	1.8%	1,945
ENGINEERING	3	1.8%	1,945
WWTP	10	6.1%	6,484
<b>TOTALS</b>	<b>165</b>	<b>100.0%</b>	<b>106,983</b>

**GENERAL LIABILITY/PUBLIC OFFICIALS/CRIME**

DEPARTMENT	2016	% OF BUDGET	INS. COST \$344,748
	BUDGET		
ADMINISTRATION	1,821,253	4.0%	13,808
TAX COLLECTOR	358,655	0.8%	2,719
FINANCE	541,069	1.2%	4,102
POLICE	15,110,329	33.2%	114,562
LIBRARY	230,940	0.5%	1,751
CODE	897,236	2.0%	6,803
FIRE SERVICES	2,079,070	4.6%	15,763
REFUSE	4,929,329	10.8%	37,373
ENGINEERING	447,252	1.0%	3,391
**PUBLIC WORKS	4,447,042	9.8%	33,716
PARKS & REC	3,630,195	8.0%	27,523
VEHICLE MAINT	2,440,280	5.4%	18,502
WASTEWATER TREATMENT	8,538,276	18.8%	64,735
<b>TOTAL</b>	<b>45,470,926</b>	<b>100.0%</b>	<b>344,748</b>

BUDGETS USED ARE 2016 BOARD APPROVED

CHARGEBACKS HAVE BEEN EXCLUDED FROM ALL BUDGET NUMBERS

\*\*-INCLUDES GENERAL & HIGHWAY-AID FUND DOLLAR AMOUNTS

2016 ESTIMATED PREMIUM-(GROSS)		\$718,975
PUBLIC OFFICIALS LIABILITY	19.07%	137,109
POLICE PROFESSIONAL LIABILITY	24.09%	173,201
GENERAL LIABILITY	28.06%	201,744
AUTO LIABILITY	9.76%	70,172
AUTO PHYSICAL LIBILITY	5.12%	36,812
REAL & PERSONAL PROP LIAB	13.08%	94,042
CRIME & PEBB LIABILITY	0.82%	5,896
Heart and Lung	INCL.	
TOTAL	100.00%	718,975

TOWNSHIP OF ABINGTON  
 WORKER'S COMPENSATION CHARGEBACK  
 BUDGET YEAR 2017

28-Sep-16

DEPARTMENTS	15 YEAR LOSS EXPERINCE	PERCENT OF TOTAL	RESERVE & INS,COST ALLOCATION \$500,000
<b>GENERAL FUND</b>			
ADMINISTRATION	17,261	0.53%	2,632
FINANCE	0	0.00%	0
TAX	0	0.00%	0
POLICE	1,641,395	50.05%	250,247
LIBRARY	24,609	0.75%	3,752
CODE ENFORCEMENT	785	0.02%	120
ENGINEERING	2,620	0.08%	399
PUBLIC WORKS	695,673	21.21%	106,061
PARKS & RECREATION	164,990	5.03%	25,154
VEHICLE MAINTENANCE	96,704	2.95%	14,743
FIRE	635,541	19.38%	96,894
<b>TOTAL</b>	<b>3,279,578</b>	<b>100.00%</b>	<b>\$500,000</b>
<b>WWTP</b>	<b>746,090</b>	<b>100.00%</b>	<b>\$70,000</b>
<b>REFUSE</b>	<b>1,011,149</b>	<b>100.00%</b>	<b>112,000</b>

TOWNSHIP OF ABINGTON  
 COMPUTER CHARGEBACKS  
 BUDGET YEAR 2017

28-Sep-16

DEPARTMENT	TERMINALS CONNECTED NETWORKS	% OF TOTAL	SALARY BENEFITS \$120,756	EMAIL \$14,300	DIRECT CHGS MAINT. \$139,720	TOTAL CHGBK. \$274,776
ADMINISTRATION	12	7.02%	8,474	511	9,805	18,790
FINANCE	6	3.51%	4,237	255	4,902	9,395
TAX	6	3.51%	4,237	255	4,902	9,395
POLICE	77	45.03%	54,376	10,300	62,915	127,590
CODE ENFORCEMENT	11	6.43%	7,768	468	8,988	17,224
PARKS & REC.	13	7.60%	9,180	553	10,622	20,355
BBNC	11	6.43%	7,768	468	8,988	17,224
VEHICLE MAINT.	2	1.17%	1,412	85	1,634	3,132
PUBLIC WORKS	9	5.26%	6,356	383	7,354	14,092
ENGINEERING	4	2.34%	2,825	170	3,268	6,263
FIRE	9	5.26%	6,356	383	7,354	14,092
WWTP	9	5.26%	6,356	383	7,354	14,092
REFUSE	2	1.17%	1,412	85	1,634	3,132
<b>TOTAL</b>	<b>171</b>	<b>100.00%</b>	<b>120,756</b>	<b>14,300</b>	<b>139,720</b>	<b>274,776</b>

TOWNSHIP OF ABINGTON  
 FINANCE/TAX OFFICE CHARGEBACK  
 BUDGET YEAR--2017

28-Sep-16

DEPARTMENT	2016 BUDGET	% OF 2016 BUDGET	FINANCE CHARGEBACK \$578,071	TAX OFFICE CHARGEBACK \$50,279	511 TAX OFFICE CHARGEBACK \$334,290	TOTAL TAX OFFICE CHARGEBACK
POLICE	\$15,110,329	33.707384%	\$194,853	\$16,948	\$155,795	\$172,743
LIBRARY	\$2,308,940	5.15067062%	\$29,775	\$2,590	\$24,395	\$26,985
CODE	\$897,236	2.00151026%	\$11,570	\$1,006	\$8,570	\$9,576
ENGINEERING	\$447,252	0.99770793%	\$5,767	\$502	\$4,589	\$5,091
**PUBLIC WORKS	\$4,447,042	9.920244%	\$57,346	\$4,988	\$51,892	\$56,880
PARKS & REC.	\$3,630,195	8.09806177%	\$46,813	\$4,072	\$41,156	\$45,227
FIRE SERVICE	\$2,079,070	4.63788785%	\$26,810	\$2,332	\$22,057	\$24,389
VEHICLE MAINT.	\$2,440,280	5.44365748%	\$31,468	\$2,737	\$25,836	\$28,573
SUB TOTAL	\$31,360,344	69.957124%	\$404,402	\$35,174	\$334,290	\$369,464
REFUSE	\$4,929,329	10.996106%	\$63,565	\$5,529	\$0	\$5,529
WWTP	8,538,276	19.046769%	\$110,104	\$9,577	\$0	\$9,577
TOTAL	\$44,827,949	100.000000%	\$514,506	\$50,279	\$334,290	\$384,569

CHARGEBACKS HAVE BEEN EXCLUDED FROM ALL BUDGET NUMBERS

\*\*-INCLUDES GENERAL AND HIGHWAY-AID FUND BUDGET DOLLARS

TOWNSHIP OF ABINGTON-ADMINISTRATION  
 CHARGEBACK ALLOCATION--% OF 2016 BUDGET  
 BUDGET YEAR 2017

28-Sep-16

DEPARTMENT	2016 BUDGET	% OF 2016 BUDGET	ADM. CHGBK. \$1,449,904
FINANCE	541,069	1.19259579%	17,291
POLICE	\$15,110,329	33.30539136%	482,896
LIBRARY	\$2,308,940	5.08924394%	73,789
CODE	\$897,236	1.97764034%	28,674
ENGINEERING	\$447,252	0.98580930%	14,293
**PUBLIC WORKS	\$4,447,042	9.80193576%	142,119
FIRE SERVICE	\$2,079,070	4.58257659%	66,443
PARKS & REC.	\$3,630,195	8.00148463%	116,014
VEHICLE MAINT.	\$2,440,280	5.37873665%	77,987
SUB TOTAL	31,901,413	70.31541436%	1,019,506
REFUSE	\$4,929,329	10.86496737%	157,532
WWTP	8,538,276	18.81961827%	272,866
TOTAL	\$45,369,018	100.00000000%	1,449,904

CHARGEBACKS HAVE BEEN EXCLUDED FROM ALL BUDGET DOLLARS  
 \*\*-INCLUDES GENERAL & HIWAY-AID BUDGET DOLLARS

ADMINISTRATION

COMMISSIONERS	\$90,088	
1)SECRETARY/MANAGER	890,485	
LEGAL SERVICES	231,190	
ECONOMIC DEVELOPMENT	23,900	
MUNICIPAL BUILD. MAINT.	214,241	
		<u>\$1,449,904</u>
ADM. COSTS TO BE CHARGEBACK		

1)-EXCLUDES CONTINGENCIES;INTERDEPT ALLOC.; INCLUDES BENEFITS.

VEHICLE MAINT. CHARGEBACKS  
BUDGET YEAR--2017

4-Oct-16

DEPARTMENTS	TOTAL	CODE	POLICE	REFUSE	PW	PKS	WWTP	ENG	FIRE	ADMIN	LIBRARY	
ADM. CHGBKS.	\$472,020	\$4,720	\$161,667	\$113,285	\$118,005	\$37,762	\$28,321	\$2,360	\$3,540	\$1,180	\$1,180	\$472,020
% OF TOTAL	100.0%	1.00%	34.25%	24.00%	25.00%	8.00%	6.00%	0.50%	0.75%	0.25%	0.25%	100.00%
OPER. CHGBKS.	1,769,236	35,385	583,848	424,617	406,924	123,847	106,154	26,539	35,385	17,692	8,846	1,769,236
		0.02	0.33	0.24	0.23	0.07	0.06	0.015	0.02	0.01	0.005	
EQUIP. CHGBKS.	\$289,000	28,500	260,500			0	0	0	0	0	0	
ACTUAL												
TOTALS	\$2,530,256	\$68,605	\$1,006,015	\$537,901	\$524,929	\$161,608	\$134,475	\$28,899	\$38,925	\$18,872	\$10,026	\$2,530,256

-	RADIO	0	0	0	0	0	0	0	0	0	0		
-	MAINT	650,000	13,000	214,500	156,000	149,500	45,500	39,000	9,750	13,000	6,500	3,250	650,000
-	FUEL	539,440	10,789	178,015	129,466	124,071	37,761	32,366	8,092	10,789	5,394	2,697	539,440
	LABOR	539,796	10,796	178,133	129,551	124,153	37,786	32,388	8,097	10,796	5,398	2,699	539,796
	ACCIDENT RP	40,000	800	13,200	9,600	9,200	2,800	2,400	600	800	400	200	40,000
	TOTAL	1,769,236	35,385	583,848	424,617	406,924	123,847	106,154	26,539	35,385	17,692	8,846	



2017 BUDGET PROPOSAL  
PROGRAM SUMMARY SHEET

DEPARTMENT CAPITAL

PROGRAM #	PROGRAM NAME	2017 BUDGET REQUEST	2018 BUDGET REQUEST	2019 BUDGET REQUEST	2020 BUDGET REQUEST
500	ADMINISTRATION	330,000	100,000	75,000	75,000
501	INFORMATION TECH	120,000	65,000	60,000	40,000
502	ECONOMIC DEVELOPMENT	115,000	150,000	75,000	75,000
525	POLICE	163,000	153,000	100,000	100,000
566	ENGINEERING	3,005,000	2,605,000	2,930,000	2,815,000
575	PUBLIC WORKS	311,700	261,000	132,000	0
091	FIRE SERVICES	238,521	238,521	238,521	238,521
071	LIBRARY	161,550	46,000	20,000	0
800	PARKS	401,200	389,500	315,500	388,000
	<b>TOTAL</b>	4,845,971	4,008,021	3,946,021	3,731,521
	SEWER OPERATIONS	470,000	350,000	150,000	100,000
	SEWER CAPITAL	1,117,000	1,225,000	1,175,000	100,000
	REFUSE	374,000	1,470,000	500,000	0
	<b>TOTAL</b>	6,806,971	7,053,021	5,771,021	3,931,521

## Abington Township - Five Year Capital Projects

Dept. Request	Project Description	2017	2018	2019	2020	2021
Administration	Township Buildings	50,000	50,000	50,000	50,000	50,000
Administration	Replace Telephone system	25,000	25,000	25,000	25,000	25,000
Administration	Replace Camera's system	25,000	25,000			
Administration	Basement Water Damage and Repair	30,000				
Administration	Grant support	200,000				
		<b>330,000</b>	<b>100,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
Inform. Tech.	Finance Update	25,000	25,000	25,000	25,000	25,000
Inform. Tech.	Network Server	80,000				
Inform. Tech.	Large Scanner Replacement	15,000				
Inform. Tech.	AntiVirus Update		10,000			
Inform. Tech.	Smoothwall Update		5,000			
Inform. Tech.	Productivity Software		15,000			
Inform. Tech.	Desktop Virtualization		10,000	10,000		
Inform. Tech.	DocStar			25,000		
Inform. Tech.	Website Update				15,000	
		<b>120,000</b>	<b>65,000</b>	<b>60,000</b>	<b>40,000</b>	<b>25,000</b>
Economic Dev.	Business Maintenance Program	75,000	100,000	75,000	75,000	75,000
Economic Dev.	Keswick District	5,000				
Economic Dev.	Township Line	5,000				
Economic Dev.	Noble Station	5,000				
Economic Dev.	Old York Road	5,000	50,000			
Economic Dev.	Roslyn Valley District	5,000				
Economic Dev.	Decorative Street Poles	15,000				
		<b>115,000</b>	<b>150,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
Police	In-Car Video Replacement	25,000	25,000	25,000	25,000	25,000
Police	Police Vehicle Digital Systems	15,000	15,000	15,000	15,000	15,000
Police	Body Cameras	10,000	10,000	10,000	10,000	10,000
Police	Taser Program Upgrade	11,000	11,000	11,000	11,000	11,000
Police	Tactical Equipment / Patrol Rapid Response	21,500	21,500	21,500	21,500	21,500
Police	Prisoner Holding Facility Repairs	10,000				
Police	Digital Radio Transition	50,000	50,000			
Police	Detainee Processing Technology Support (Live Scan & Mug Shot Capture Station)	5,000	5,000	5,000	5,000	5,000
Police	Traffic Safety - Driver Feedback Sign	3,000	3,000			
Police	RADAR/LIDAR Speed Detection Equipment	5,000	5,000	5,000	5,000	
Police	Specialty Vehicle Replacement/Equipment	5,000	5,000	5,000	5,000	
Police	Furniture Replacement	2,500	2,500	2,500	2,500	
		<b>163,000</b>	<b>153,000</b>	<b>100,000</b>	<b>100,000</b>	<b>87,500</b>
Engineering	1064 Lindsay Lane-Replace existing storm sewer	100,000				
Engineering	1000 Washington Lane - new storm sewer	150,000				
Engineering	1115 Rydal Rd - Stream bank stabilization	150,000				
Engineering	1068 Huntingdon Pike - new storm sewer	250,000				
Engineering	910 Old Huntingdon Pike-stream bank stabilization	175,000				
Engineering	Kingsley/Beverly Rds - new storm sewer	250,000				
Engineering	901 Fox Chase Road - storm sewer	125,000				
Engineering	2658 Jenkintown Road - yard drain	50,000				
Engineering	1931 Hilltop Road - new storm sewer	100,000				
Engineering	1400 St John Road - new storm sewer	150,000				
Engineering	1807 Allen Lane-new storm sewer	125,000				
Engineering	1200 Block Huntingdon Road - storm sewer	100,000				
Engineering	2066 Moreland Rd-new curb/sidewalk	150,000				
Engineering	1800 Block Roberta Ave-new storm sewer	75,000				
Engineering	1600 Block Edge Hill Rd-replace curbs and sidewalks	150,000				
Engineering	1400 Block Wheatsheaf Ln-Phase I Street reconstruction and storm sewer	175,000				
Engineering	400 Block Keswick Ave-new storm sewer	200,000				
Engineering	500 Block Sylvania Avenue - street reconstruction	150,000				
Engineering	Keswick/Oakdale/Sylvania Avenue - storm water	200,000				
Engineering	MS4 - State storm management requirements	75,000				
Engineering	Stream Maintenance	25,000				
Engineering	Bridge Repair	50,000				
Engineering	Sump Pump Connections	25,000				
Engineering	Scanning - Storm sewer records	5,000				
Engineering	973 Rydal Rd - Stream bank stabilization		250,000			
Engineering	Shady Lane-new storm sewer		350,000			
Engineering	Winding/Glen/Arden/Baeder Rd - new storm sewer		500,000			
Engineering	1400 Thompson Rd - new storm sewer		75,000			
Engineering	Hamilton Ave - street reconstruction		250,000			
Engineering	1400 Block Wheatsheaf Ln-Phase II Street reconstruction and storm sewer		175,000			

## Abington Township - Five Year Capital Projects

Dept. Request	Project Description	2017	2018	2019	2020	2021
Engineering	Church St/Holly Tree Rd - new storm sewer		200,000			
Engineering	100 Tyson Ave - new storm sewer		200,000			
Engineering	202 Tyson Ave - new storm sewer		75,000			
Engineering	Roslyn Park - stream bank stabilization		350,000			
Engineering	MS4 - State storm water requirements		75,000			
Engineering	Stream Maintenance		25,000			
Engineering	Sump Pump Connections		25,000			
Engineering	Scanning - Storm sewer records		5,000			
Engineering	Bridge Repair		50,000			
Engineering	931 Washinton Lane - Pond & Creek bank stabilization			200,000		
Engineering	Mill Rd Circle - New Storm Sewer			300,000		
Engineering	Roseland/Sioux Aves - New Storm Sewer			250,000		
Engineering	Shady Lane - replace culvert			200,000		
Engineering	956 Irvin Rd - Creek stabilization			100,000		
Engineering	Old Ford Rd/Sherman Ave -Creek bank stabilization			250,000		
Engineering	Township Line/Meetinghouse Rd - New Storm Sewer			150,000		
Engineering	Sandy Run Creek(below Susquehanna) creek bank stab.			300,000		
Engineering	1300 Block Wheatshaf Ln Street reconstruction and storm sewer			175,000		
Engineering	Ardley/Roslyn Avenues -street reconstruction/ storm sewer			500,000		
Engineering	Edgecomb Ave - street reconstruction/ storm sewer			325,000		
Engineering	MS4 - State storm water requirements			75,000		
Engineering	Stream Maintenance			25,000		
Engineering	Sump Pump Connections			25,000		
Engineering	Scanning - Storm sewer records			5,000		
Engineering	Bridge Repair			50,000		
Engineering	900 Block Dale Rd - New Storm sewer				75,000	
Engineering	Cadwalader Ave-Jenkintown to Douglas				250,000	
Engineering	Cadwalader Ave-replace culvert				200,000	
Engineering	654 Kirkwood Ave - New Storm Sewer/Berm				90,000	
Engineering	Thunderhead/Blue Jay/ Norman Roads - storm sewer				685,000	
Engineering	Pershing/Lindbergh Avenues - storm sewer				550,000	
Engineering	Woodland Rd/Pershing Ave-Storm Sewer				250,000	
Engineering	Bruce Ave - Street reconstruction/Storm Sewer				150,000	
Engineering	Roy Ave - sidewalk and wall replacement				165,000	
Engineering	2000/2100 Wharton Rd - New Storm Sewer				220,000	
Engineering	MS4 - State storm management requirements				75,000	
Engineering	Stream Maintenance				25,000	
Engineering	Sump Pump Connections				25,000	
Engineering	Scanning - Storm sewer records				5,000	
Engineering	Bridge Repair				50,000	
Engineering	1419 Lindsay Ln - Stream bank stabilization					250,000
Engineering	932 Sherman Ave - Trench grate					100,000
Engineering	Osceola Avenue-culvert					200,000
Engineering	Lenox Rd - Replace storm sewer					350,000
Engineering	600 Block Washington Lane - New Storm Sewer					250,000
Engineering	1400 Block Doris Rd - New Storm sewer					100,000
Engineering	Central/Cricket/Maple Ave - Culvert					250,000
Engineering	Briarwood Rd - Storm Sewer					75,000
Engineering	Fernwood Ave - New Bridge					200,000
Engineering	Nolen Rd - Storm Sewer					250,000
Engineering	MS4 - State storm management requirements					75,000
Engineering	Stream Maintenance					25,000
Engineering	Sump Pump Connections					25,000
Engineering	Scanning - Storm sewer records					5,000
Engineering	Bridge Repair					50,000
		3,005,000	2,605,000	2,930,000	2,815,000	2,205,000
Public Works	Overlay	200,000	350,000	350,000	350,000	350,000
Public Works	Tire Machine	13,000				
Public Works	Rehab milling and paving equipment	28,000				
Public Works	Leaf Machine	46,000				
Public Works	Enclosed Trailer	6,500				
Public Works	John Deere 4X4 Gator for Briar Bush	9,400				
Public Works	Paladin Preparator Rock Hound	8,800				
Public Works	Replace Truck #128 (Traffic Signal Truck)		100,000			
Public Works	Replace Leaf Machine		48,000			

## Abington Township - Five Year Capital Projects

Dept. Request	Project Description	2017	2018	2019	2020	2021
Public Works	Replace Backhoe		105,000			
Public Works	Trailer for Parks		8,000			
Public Works	Replace Truck #331 Mechanic's Road Truck			75,000		
Public Works	Twin Post Auto Lift			9,000		
Public Works	Replace Leaf Machine			48,000		
		311,700	261,000	132,000	0	0
Fire	Fire Training Facility Burn Building Repairs	25,000	25,000	25,000	25,000	25,000
Fire	Radio Replacement Project	113,521	113,521	113,521	113,521	53,521
Fire	Replace 1993 Abington Township Breathing Air Truck	100,000	100,000	100,000	100,000	100,000
		238,521	238,521	238,521	238,521	178,521
Library	Air Conditioner Replacement	100,000				
Library	Installation of LED Lighting	22,250				
Library	Replace Carpet Lower Level	28,000				
Library	Security Cameras	11,300				
Library	Replacement of Front Doors		26,000			
Library	Redesign Foyer and Circulation Area		20,000			
Library	Redesign Shorday Silent Study Room			20,000		
		161,550	46,000	20,000	0	0
Parks	Repave Crestmont basketball court	45,000				
Parks	Color coat Penbryn Park tennis courts	20,000				
Parks	Replace cross members on light poles in Alverthorpe Park	20,000				
Parks	Facility wide tree maintenance	35,000	35,000	35,000	35,000	35,000
Parks	Repair driveway for Woodland Road house and Penbryn house	13,000				
Parks	Install small pavillion next to miniature golf course in Alverthorpe	25,000				
Parks	Briar Bush Nature Center (see attached)	30,000				
Parks	Light replacement for Marsen Field	6,000				
Parks	Install video surveillance cameras at Crestmont Pool	8,500				
Parks	Install video surveillance cameras at Penbryn pool	8,500				
Parks	Pave sections of Ardsley/Roslyn walking paths	8,500				
Parks	Repair/replace roof on pre-school building	10,000				
Parks	Finish paving Penbryn Park	15,000				
Parks	Facility wide light pole replacement program	15,000	12,000	12,000	12,000	10,000
Parks	Install bleachers and sun shade in skate park	8,000				
Parks	Repave Roychester Community House parking lot	35,000				
Parks	Repave Conway Park driveway parking lot	35,000				
Parks	Replace train activity item in Adventurethorpe	20,000				
Parks	Repair BBNC pond	40,000				
Parks	USDA goose round up Alverthorpe	2,500	2,500	2,500	2,500	2,500
Parks	Develop cost estimates for recommendations listed in the land use management plan for the Ardsley Wildlife Sanctuary	1,200				
Parks	Renovate basketball court floor in ACEC		100,000			
Parks	Add one piece of play equipment to Ethel Jordan Playground		30,000			
Parks	Repair rear wall in Roslyn skatepark		6,000			
Parks	Remove invasive vines from Karebrook and the Boy Scout Nature Study Area		30,000			
Parks	Replace gas shed in Alverthorpe maintenance area		7,000			
Parks	Install second aerator in Alverthorpe lake		9,000			
Parks	Fencing for Alverthorpe playground Adventurethorpe		8,000			
Parks	Install retaining wall in lake behind hole #2		100,000			
Parks	Repair/replace lightpoles in Alverthorpe Park		15,000			
Parks	Maintenance for Ardsley/Roslyn walking paths		10,000			
Parks	Purchase and install a shed in Alverthorpe Park		5,000			
Parks	Install landscaping and spray poles in Rubicam Park		20,000			
Parks	Develop design for new maintenance office and workspace			15,000		
Parks	Renovate out of service court in Ardsley Park for street hockey			75,000		
Parks	Feasibility study for Abington pools' renovations			10,000		
Parks	Install sprung floor for ACED dance, Judo & Aikido programs			15,000		
Parks	Install small tot lot at Conway Park			30,000		
Parks	Install walking trail in Crestmont Park			35,000		
Parks	Replace outfield fence at Dougherty Field			20,000		
Parks	Replace rear doorway in Alverthorpe Manor lobby			10,000		
Parks	Renovate Ardsley Park tennis courts			45,000		
Parks	Asbestos inspection and review of Manor			6,000		6,000
Parks	Maintenance for Ardsley/Roslyn walking paths			5,000	5,000	5,000
Parks	Repave Ardsley Park parking lot and add cutout for new exit				25,000	
Parks	Install fencing for the frontage of Manor Woods and begin developing new entry area				65,000	

## Abington Township - Five Year Capital Projects

Dept. Request	Project Description	2017	2018	2019	2020	2021
Parks	Check enlargement of chimney at shelter and piping for propane				25,000	
Parks	Replace message center in Alverthorpe Park				3,500	
Parks	Renovate mini golf in Alverthorpe Park				25,000	
Parks	Replace bridge in Baederwood Park				40,000	
Parks	Renovate pre-school area in Alverthorpe				150,000	
Parks	Replace maintenance office and workspace					250,000
Parks	Reconfigure entry and exit as well as parking in Alverthorpe Manor					125,000
Parks	Install Porta-John enclosure at Baederwood Park					2,500
Parks	Play equipment for Ardsley Park					50,000
		<b>401,200</b>	<b>389,500</b>	<b>315,500</b>	<b>388,000</b>	<b>486,000</b>
<b>Perm Improvement Grand Total</b>		<b>4,845,971</b>	<b>4,008,021</b>	<b>3,946,021</b>	<b>3,731,521</b>	<b>3,132,021</b>
Wastewater	Influent Pump Station Backup Power System Installation	40,000				
Wastewater	Server & Collection System Computer Replacements	10,000				
Wastewater	Fire Monitoring & Suppression System for Garage	78,000				
Wastewater	Clarifier, Return & Waste Sludge Flowmeter Replacements	25,000				
Wastewater	Digester T36 Sludge Pump No. 14 Replacement	15,000				
Wastewater	Pump Stations 2, 3 & 4 Replace Valves & Actuators	40,000				
Wastewater	Lime Slurry Transfer Pump No. 2	24,000				
Wastewater	Exterior/Interior Florescent Lighting Replacement (PECO Grant)	13,000				
Wastewater	Building Basement Confined Space Air Monitoring Analyzers	10,000				
Wastewater	Electrical Circuitry Power Factor Stabilization Panels	90,000				
Wastewater	Pump Station 4 Replace Abandoned Pump for TMDL	20,000				
Wastewater	Replace Influent Flow Meter	7,000				
Wastewater	Motor, Hydraulic & Gear Oil Drum Containment Rack System	8,000				
Wastewater	Aeration Tanks Dissolved Oxygen Meter & Probe Replacements	38,000				
Wastewater	Mechanical and Electrical Equipment Transport Vehicle	12,000				
Wastewater	Aquafilter Cloth Media Upgrade for Permit & TMDL Compliance	20,000				
Wastewater	Plant Upgrades for Permit & TMDL Compliance	20,000	250,000	100,000	50,000	50,000
Wastewater	Equipment Upgrades & Replacements		100,000	50,000	50,000	50,000
<b>Sewer Operation Grand Total</b>		<b>470,000</b>	<b>350,000</b>	<b>150,000</b>	<b>100,000</b>	<b>100,000</b>
Wastewater	Old Welsh Road Phase 2 of new sanitary sewer system	550,000				
Wastewater	Sewer System I&I Rehabilitation	200,000	200,000	150,000	50,000	50,000
Wastewater	Replace Utility Trucks No. 521 with Utility Crane Service Truck	125,000				
Wastewater	Lateral Sewer inspection camera & winch	12,000				
Wastewater	Cardinal Pump Station Pump & Valve Replacements	75,000				
Wastewater	Rydal Pump Station Pump & Valve Replacements	155,000				
Wastewater	Cheltenham Interceptor A Construction Share		1,000,000	1,000,000		
Wastewater	Equipment Upgrades & Replacements		25,000	25,000	25,000	25,000
Wastewater	Cheltenham Tookany Projects				25,000	25,000
<b>Sewer Capital Grand Total</b>		<b>1,117,000</b>	<b>1,225,000</b>	<b>1,175,000</b>	<b>100,000</b>	<b>100,000</b>
Refuse	Yard Rear Loader Trash Truck	129,000				
Refuse	Purchase one (1) New Fully Automated Side Loader	245,000				
Refuse	Purchase two (2) New Fully Automated Side Loaders		1,470,000			
Refuse	Purchase six (6) New Fully Automated Side Loaders			500,000		
<b>Refuse Grand Total</b>		<b>374,000</b>	<b>1,470,000</b>	<b>500,000</b>	<b>0</b>	<b>0</b>

To: Kevin Barron  
 From: Tara Wehmeyer and Nathan Vasserman  
 RE: **2017 Prioritized Long-Term Capital Budget for Information Technology**  
 Date: September 2, 2016

Total Capital Request for 2017: \$120,000

Budget Year	Project Description	Budget Amount
2017	<p><b>Finance Update:</b> Finance has requested to set \$25,000 aside for the next 4 years for either a major overhaul of our financial software, Eden, or to acquire a different software package. Vendors and decisions have not been made yet but the expected cost will be upwards of \$100,000</p>	\$25,000
	<p><b>Network Servers upgrade:</b> Refresh all network servers. These funds to be used with 2016's backup suite to combine into a single project which includes new backup methods and server hardware. The minimum life expectancy of this hardware is 5 years, but it should be noted the current infrastructure is 7 years old with minimum upgrades and maintenance. The lifecycle assessment project of 2016 suggested to us to do this project in 2017 instead of 2018. We are estimating a not-to-exceed cost of this project of \$100,000</p>	\$80,000
	<p><b>Large Scanner Replacement:</b> Our Large HP Designjet Scanner is 9 years old and may need to be replaced next year. If it fails, spare parts and service are difficult to find.</p>	\$15,000
2018	<p><b>Antivirus Update:</b> Renew our existing Endpoint protection software or consider a different vendor. We currently use Sophos Endpoint.</p>	\$10,000
	<p><b>Smoothwall Update:</b> Renew our existing Firewall protection appliance and software or consider a different vendor. We currently use Smoothwall</p>	\$5,000
	<p><b>Final Finance Update:</b> Finance has requested to set \$25,000 aside for the next 4 years for either a major overhaul of our financial software, Eden, or to acquire a different software package. This will be the 4<sup>th</sup> year and ideally we would replace our financial software during 2018.</p>	\$25,000
	<p><b>Productivity Software:</b> Purchase additional licenses of the current Microsoft Office or</p>	\$15,000

	equivalent.	
	<b>Desktop Virtualization phase 1:</b> Purchase additional servers and storage space to phase out physical desktops and replace them with thin clients and virtualized desktops.	\$10,000
2019	<b>Desktop Virtualization phase 2:</b> Purchase additional servers and storage space to phase out physical desktops and replace them with thin clients and virtualized desktops.  <b>DocStar:</b> DocStar, a document imaging company based out of Malvern has quoted us an amount which includes hardware and services, to digitize thousands of existing documents. These include code and fire permits and plans and engineering maps and permits. DocStar will provide them to us in PDF and in their database program to supplement our in house scanning program.	\$10,000  \$25,000
2020	<b>Website Update:</b> 5 years after our website update, we may consider doing incremental updates and access for mobile devices, apps and other tools.	\$15,000

To: Kevin Barron  
 From: Tara Wehmeyer  
 RE: **2017 Prioritized Long-Term Capital Budget Economic Development**  
 Date: September 2, 2016

Budget Year	Project Description	Budget Amount
2017	<p><b>Business Maintenance Program:</b> Bid work for landscape areas, pavers, sidewalks, lights, banners, etc. in all commercial districts.</p> <p><b>Keswick District:</b> Continue work on Phase Two Plan.</p> <p><b>Township Line:</b> Plan Implementation with Gateway treatment and/or Way-finding signage</p> <p><b>Noble Station:</b> TOD plan implementation</p> <p><b>Old York Road:</b> Partner with Penn DOT on Noble Bridge reconstruction and decorative crosswalks with funding already reserved.</p> <p><b>Roslyn Valley District:</b> Continue work with Roslyn Valley Business Association to revitalize the district along Easton Rd.</p> <p><b>Decorative street poles:</b> Replace street poles within the economic development business districts</p>	<p>\$ 75,000</p> <p>\$ 5,000</p> <p>\$ 5,000</p> <p>\$ 5,000</p> <p>\$ 5,000</p> <p>\$ 5,000</p> <p>\$15,000</p>
2018	<p><b>Business Maintenance Program:</b> Bid work for landscape areas, pavers, sidewalks, lights, banners, etc. in all commercial districts. Plan for major overhaul of all infrastructure such as replacement of banners and painting of street light poles.</p> <p><b>Old York Road:</b> Partner with Penn DOT on Noble Bridge reconstruction and decorative crosswalks with funding already reserved.</p>	<p>\$100,000</p> <p>\$ 50,000</p>
2019	<p><b>Business Maintenance Program:</b> Bid work for landscape areas, pavers, sidewalks, lights, banners, etc. in all commercial areas. Plan for</p>	<p>\$ 75,000</p>

	major overhaul of all infrastructure such as replacement of banners and painting of street light poles.	
2020	<b>Business Maintenance Program:</b> Bid work for landscape areas, pavers, sidewalks, lights, banners, etc. in all commercial districts.	\$ 75,000

**ABINGTON TOWNSHIP POLICE DEPARTMENT**

**TO:** Michael LeFevre, Township Manager  
**FROM:** William J. Kelly, Chief of Police  
**DATE:** September 2, 2016  
**SUBJECT:** Capital Improvements - 2017

The Police Department recommends the following projects for the Capital Improvement Budget.

**1. PROJECT: In-Car Video Replacement  
STATUS: NEW**

<b>2017</b>	<b>\$25,000</b>
<b>2018</b>	<b>\$25,000</b>
<b>2019</b>	<b>\$25,000</b>
<b>2020</b>	<b>\$25,000</b>
<b>2021</b>	<b>\$25,000</b>

A Federal Grant funded our current in-car video recording system. This grant provided funding to purchase mobile video recording equipment and the required data servers to maintain the recordings. The system automatically records when the emergency lights are activated. This system is designed to document the driving and actions of the police officer, and the resulting video recordings have been successfully used in criminal and civil court actions. The in-car video system and future body camera technology will provide greater transparency of police activity.

The current mobile video recording equipment and the required data servers have reached the end of the manufacturer's warranty period. Based on the age of the technology, the equipment will need to be replaced.

**2. PROJECT: POLICE VEHICLE DIGITAL SYSTEMS**  
**STATUS: Ongoing**

<b>2017</b>	<b>\$15,000</b>
<b>2018</b>	<b>\$15,000</b>
<b>2019</b>	<b>\$15,000</b>
<b>2020</b>	<b>\$15,000</b>
<b>2021</b>	<b>\$15,000</b>

A Federal Grant funded our current in-car computer system. In particular, the grant also included funds for a mobile interface setup that allows our officers in the field to communicate with our CAD/RMS system just as if they were seated in the police station. This allows much greater efficiencies in the areas of information gathering and report writing. By allowing officers to perform reporting tasks from the field, efforts toward community policing and crime deterrence are enhanced. With ongoing records management software and 911 mobile dispatching software, the entire inventory of patrol vehicle computers requires ongoing upgrades and replacement.

**3. PROJECT: BODY CAMERAS**  
**STATUS: Ongoing**

<b>2017</b>	<b>\$10,000</b>
<b>2018</b>	<b>\$10,000</b>
<b>2019</b>	<b>\$10,000</b>
<b>2020</b>	<b>\$10,000</b>
<b>2021</b>	<b>\$10,000</b>

The Abington Police Department continues to prepare for the future, especially when it comes to technology and the protection of its officers. The video body camera is an ultra-durable on-officer camera designed to balance both simplicity and performance. Cameras provide agencies with a core unibody design for easy deployment. A 130-degree wide-angle lens, multiple on-body mounting options, a full shift buffer, and easy deployment provide agencies with a single button solution to recording digital evidence.

Growing evidence from police department trials around the world indicates that camera footage helps police resolve complaints. In complaint cases where video evidence was submitted from in-car cameras, 93 percent of complaints against officers were dismissed while five (5) percent were sustained. The cameras, which attach to the uniforms officers wear on patrol, can offer visual evidence in he-said-she-said encounters between the police and the public. The body camera technology, along with the in-car video system provides a real time account as to what transpired at the scene.

**4. PROJECT: TASER PROGRAM UPGRADE**  
**STATUS: Ongoing**

<b>2017</b>	<b>\$11,000</b>
<b>2018</b>	<b>\$11,000</b>
<b>2019</b>	<b>\$11,000</b>
<b>2020</b>	<b>\$11,000</b>
<b>2021</b>	<b>\$11,000</b>

The Taser program has been very effective since the introduction of the Taser X26 to our Department in 2007. The Taser X26 is currently the most widely used Electronic Control Device (ECD) on the market today. It is responsible for saving the lives of numerous offenders as well as significantly reducing potential officer injuries. The Taser Cam that accompanies the Taser X26 captures all aspects of the justification for use of force. The Taser Cam has been extremely beneficial for prosecution, as well as liability reduction based on the effective documentation of the incident.

With the continued aging of the device, the maintenance costs will continue to increase. Incredible new advancements have been made in ECD technology. The Taser X2 and Taser Cam HD are two such advancements. The Taser X2 is a new multi-shot device allowing for quicker recovery after a miss or for multiple target acquisition. It also has dual lasers for improved accuracy, its more resistant to the elements, it conducts a self-diagnostic to detect any functionality problems, and its downloading capabilities provide a pulse by pulse record.

**5. PROJECT: TACTICAL EQUIPMENT / PATROL RAPID RESPONSE**  
**STATUS: Ongoing**

<b>2017</b>	<b>\$21,500</b>
<b>2018</b>	<b>\$21,500</b>
<b>2019</b>	<b>\$21,500</b>
<b>2020</b>	<b>\$21,500</b>
<b>2021</b>	<b>\$21,500</b>

In order to maintain the safety and effectiveness of our Tactical Team, which responds to high-risk critical incidents such as terrorist attacks, hostage-takings, stakeouts, drug raids, and other events, we instituted an ongoing equipment replacement/upgrade program. This program includes the replacement of body armor, ballistic helmets, load bearing vests, rain gear, ballistic shield protection, and related equipment.

In another area of needed response capability involves the patrol rifle program. This program is designed to upgrade the response capability of our Patrol Division personnel, who are often on the scene for up to 30 minutes before SWAT can be activated and arrive. Assigned officers are provided with specialized equipment normally utilized by Tactical Officers. Examples of this equipment would include rifles, portable ballistic shields, rifle ballistic body armor, breaching equipment, and enhanced first aid capabilities.

The Tactical Team is responsible for responding to high-risk critical incidents such as terrorist attacks, hostage-takings, drug raids, barricaded gunmen and active shooters. The team responds not only to incidents within Abington Township, but to surrounding communities as well. In order to fulfill this mission, the team has trained four (4) Precision Marksmen, commonly referred to as "snipers" or "counter-snipers". Although Precision Marksmen are in high demand at every critical incident, the number of available marksmen in our surrounding communities has decreased, making the Abington Township marksmen even more important.

At this point in time our Precision Marksmen are utilizing a Remington 700 bolt action rifle chambered in .308. Unfortunately, these four rifles are nearing the end of their useful life after nearly twenty (20) years. These rifles must be replaced not only for the efficiency and effectiveness of the Tactical Unit, but in order to avoid detrimental liability issues in the future. The cost to replace each rifle, outfitted and ready for immediate deployment is approximately \$6,200.

**6. PROJECT: Prisoner Holding Facility Repairs**  
**STATUS: NEW**

<b>2017</b>	<b>\$10,000</b>
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The police facility has been designed to provide secure holding of prisoners. The current cell doors have been damaged through continued operation. The damage includes bent hinges and access panels. In addition, a risk analysis review determined that the placement of access panels placed at waist height would allow for increased safety in the removal of detainees. The cost of repair and installation of new access panels by a certified corrections vendor would be \$10,000.

**7. PROJECT: DIGITAL RADIO TRANSITION**  
**STATUS: Ongoing**

<b>2008</b>	<b>\$50,000</b>
<b>2009</b>	<b>Not funded</b>
<b>2010</b>	<b>\$50,000</b>
<b>2011</b>	<b>Not Funded</b>
<b>2012</b>	<b>\$50,000</b>
<b>2013</b>	<b>\$50,000</b>
<b>2014</b>	<b>\$50,000</b>
<b>2015</b>	<b>\$50,000</b>
<b>2016</b>	<b>\$50,000</b>
<b>2017</b>	<b>\$50,000</b>
<b>2018</b>	<b>\$50,000</b>

Montgomery County is in the process of moving all of its public safety communications to a digital system from the current analog system. When this digital transition takes place we will need to replace all of our portable radios with digital models. The Police Department will need to purchase 70 digital portable radios. The approximate cost for each radio is currently \$4,500.00 to \$5,500.00. In addition, radio equipment in the police communications center will require upgrading and replacement to maintain functionality with the new digital system. The cost of the entire switch over is estimated at \$400,000.00

**8. PROJECT: DETAINEE PROCESSING TECHNOLOGY SUPPORT (LIVE SCAN AND MUG SHOT CAPTURE STATION)**  
**STATUS: NEW**

<b>2017</b>	<b>\$5,000</b>
<b>2018</b>	<b>\$5,000</b>
<b>2019</b>	<b>\$5,000</b>
<b>2020</b>	<b>\$5,000</b>
<b>2021</b>	<b>\$5,000</b>

The Police Department maintains equipment that is designed to fingerprint, photograph, and video conference with the court system. This equipment is essential for the identification of detainees and protecting their constitutional rights.

The Livescan and Mug shot Capture Station is a highly sophisticated piece of equipment that is our method of inputting the mug shots and fingerprints of those we arrest into the Pennsylvania Statewide Database. It is the key component of our Central Booking System and is critical to our operation.

The Video Conference System is used to allow the detainee to be provided with a court appearance before a District Justice. Without the use of this equipment we would be required to transport the detainee to anywhere in Montgomery County where the District Justice was assigned.

**9. PROJECT: Traffic Safety - Driver Feedback Sign**  
**STATUS: NEW**

<b>2017</b>	<b>\$3,000</b>
<b>2018</b>	<b>\$3,000</b>

The current speed trailer has become difficult to use based on the significant space required for its operation. In addition, the speed trailer has a limited battery life. We are requesting the replacement of the current speed monitoring trailer with compact radar speed signs. These signs offer exceptional visibility and power efficiency in a lightweight, portable solution. The sign also collects baseline data without the driver knowing their speed is being recorded. This will also be very helpful when determining our enforcement efforts. Lastly, the sign is very energy efficient as it can function up to three (3) weeks without having to re-charge the battery.

**10. PROJECT: RADAR/LIDAR Speed Detection Equipment**  
**STATUS: NEW**

<b>2017</b>	<b>\$5,000</b>
<b>2018</b>	<b>\$5,000</b>
<b>2019</b>	<b>\$5,000</b>
<b>2020</b>	<b>\$5,000</b>

In anticipation of the approval of the use of radar/lidar by municipal police officers we are requesting funding to purchase the needed equipment. The use of Radar and LIDAR by local police will provide a major boost in our ability to conduct traffic safety efforts. Both Radar and LIDAR speed detection equipment will allow our officers to conduct speed enforcement without the challenges with current technology.

**11. PROJECT: SPECIALTY VEHICLE REPLACEMENT/EQUIPMENT**  
**STATUS: Ongoing**

<b>2017</b>	<b>\$5,000</b>
<b>2018</b>	<b>\$5,000</b>
<b>2019</b>	<b>\$5,000</b>
<b>2020</b>	<b>\$5,000</b>

We have three "specialty" vehicles which are not in the Public Works budget. These include the Prisoner Van, Tactical Unit Truck and the Peacekeeper. A used ambulance was purchased to replace the 28 year old Tactical truck. The truck needs to be retrofitted properly for tactical deployment. In addition, funds are needed to purchase the Montgomery County Communications truck. Funds will also be needed to cover specialized equipment needed for the police fleet.

**12. PROJECT: FURNITURE REPLACEMENT**  
**STATUS: Ongoing**

<b>2017</b>	<b>\$2,500</b>
<b>2018</b>	<b>\$2,500</b>
<b>2019</b>	<b>\$2,500</b>
<b>2020</b>	<b>\$2,500</b>

We would like to continue a program of upgrading and replacing badly-worn office furniture in the Police Department. We will continue to replace chairs, cabinets, tables, etc. An orderly replacement program is necessary to maintain a professional work environment.

# MEMO

TO: Michael LeFevre, Township Manager  
FROM: Michael E. Powers, Township Engineer, *M. E. P.*  
SUBJECT: 2017 Capital Improvement Program - Project List  
DATE: June 10, 2016

The following are the engineering department's projects #1 through #24

	<u>PROJECTS</u>	<u>COST</u>	<u>WARD</u>
1	1064 Lindsay Ln-Replace existing storm sewer	\$100,000	1
2	1000 Washington Ln. - New storm sewer	\$150,000	1
3	1115 Rydal Rd. - Stream bank stabilization	\$150,000	1
4	1068 Huntingdon Pk- New storm sewer	\$250,000	2
5	910 Old Huntingdon Pk-Stream bank stabilization	\$175,000	3
6	Kingsley/Beverly/Crosswicks Rds. - New storm sewer	\$250,000	3
7	901 Fox Chase Rd - Storm Sewer	\$125,000	3
8	2658 Jenkintown Rd - Yard drain	\$50,000	6
9	1931 Hilltop Rd - New storm sewer	\$100,000	7
10	1400 St. Johns Rd - New storm sewer	\$150,000	8
11	1807 Allen Ln-New storm sewer	\$125,000	10
12	1200 Block Huntingdon Rd - Storm sewer	\$100,000	10
13	2066 Moreland Rd - New curb/sidewalk	\$150,000	10
14	1800 block Roberta Ave - New storm sewer	\$75,000	10
15	1600 Block Edge Hill Rd - Replace curbs & sidewalks	\$150,000	10
16	1400 block Wheatsheaf Ln- Phase I Street Reconstruction & Storm sewer	\$175,000	11
17	400 block Keswick Ave- New storm sewer	\$200,000	13
18	500 Block Sylvania Ave - Street reconstruction	\$150,000	13
19	Keswick/Oakdale/Sylvania Avenue - storm sewer	\$200,000	13
20	MS4 Stormwater Management Requirments	\$75,000	ALL
21	Stream Maintenance	\$25,000	ALL
22	Bridge Repair	\$50,000	ALL
23	Sump Pumps	\$25,000	ALL
24	Scanning-Storm Sewer records/deeds	\$5,000	ALL
	<b>TOTAL</b>	<b>\$3,005,000</b>	

MEP/ctt

✓ Cc: Kevin Barron

# MEMO

TO: Michael LeFevre, Township Manager  
FROM: Michael E. Powers, Township Engineer, *M.E.P.*  
SUBJECT: 2018 Capital Improvement Program - Project List  
DATE: June 10, 2016

The following are the engineering department's projects #1 through #15:

	<u>PROJECTS</u>	<u>COST</u>	<u>WARD</u>
1	973 Rydal Road - Stream bank stabilization	\$250,000	1
2	Shady Ln. New storm sewer	\$350,000	3
3	Winding/Glen/Baeder roads - New storm sewer	\$500,000	7
4	1400 Thomson Rd. - New storm sewer	\$75,000	8
5	Hamilton Ave. - Street reconstruction	\$250,000	10
6	1400 block Wheatsheaf Ln -Phase II street reconstruction & storm sewer	\$175,000	11
7	Church St./Holly Tree Rd - New storm sewer	\$200,000	11
8	100 Tyson Ave - New storm sewer	\$200,000	13
9	202 Tyson Ave - New storm sewer	\$75,000	13
10	Roslyn Park - Stream bank stabilization	\$350,000	15
11	MS4 Storm Management Requirements	\$75,000	ALL
12	Stream Maintenance	\$25,000	ALL
13	Sump Pump Connections	\$25,000	ALL
14	scanning - storm sewer records	\$5,000	ALL
15	Bridge Repair	\$50,000	All
	<b>TOTAL</b>	<b>\$2,605,000</b>	

MEP/ctt

Cc: Kevin Barron

# MEMO

TO: Michael LeFevre, Township Manager  
FROM: Michael E. Powers, Township Engineer, *M.E.P.*  
SUBJECT: 2019 Capital Improvement Program - Project List  
DATE: June 10, 2016

The following are the engineering department's projects #1 through #16:

	<u>PROJECTS</u>	<u>COST</u>	<u>WARD</u>
1	931 Washington Ln.-Pond & creek bank stabilization	\$200,000	1
2	Mill Road Circle-New storm sewer	\$300,000	2
3	Roseland/Sioux Avenues - New storm sewers	\$250,000	2
4	Shady Lane - Replace culvert	\$200,000	2
5	956 Irvin Road - Creek bank stabilization	\$100,000	3
6	Old Ford Rd/Sherman Ave - Creek bank stabilization	\$250,000	3
7	Township Line/Meetinghouse Roads - New storm sewer	\$150,000	7
8	Sandy Run Creek (below Susquehanna) Creek bank stabilization	\$300,000	9
9	1300 block Wheatsheaf Ln - Street reconstruction & storm sewer	\$175,000	11
10	Ardsley/Roslyn Avenues-Street reconstruction/storm sewer	\$500,000	13
11	Edgecomb Ave - Street reconstruction/storm sewer	\$325,000	13
12	MS4 Storm Management Requirements	\$75,000	ALL
13	Stream maintenance	\$25,000	ALL
14	Sump Pump Connections	\$25,000	ALL
15	Scanning - storm sewer records	\$5,000	ALL
16	Bridge Repair	\$50,000	ALL
	<b>TOTAL</b>	<b>\$2,930,000</b>	

MEP/ctt

Cc: Kevin Barron

# MEMO

TO: Michael LeFevre, Township Manager  
FROM: Michael E. Powers, Township Engineer, *M.E.P.*  
SUBJECT: 2020 Capital Improvement Program - Project List  
DATE: June 10, 2016

The following are the engineering department's projects #1 through #15:

	<u>PROJECTS</u>	<u>COST</u>	<u>WARD</u>
1	900 Block Dale Rd - New storm sewer	\$75,000	1
2	Cadwalader Ave-Jenkintown to Douglass	\$250,000	3
3	Cadwalader Ave - Replace culvert	\$200,000	3
4	654 Kirkwood Ave - New storm sewer/Berm	\$90,000	3
5	Thunderhead/BlueJay/Norman Roads - storm sewer	\$685,000	8
6	Pershing/Lindbergh Avenues - Storm sewer	\$550,000	8
7	Woodland Rd/Pershing Ave - Storm sewer	\$250,000	8
8	Bruce Ave - Street reconstruction/storm sewer	\$150,000	9
9	Roy Ave - Sidewalk & wall replacement	\$165,000	10
10	2000/2100 Wharton Rd - New storm sewer	\$220,000	12
11	MS4 Storm Management Requirements	\$75,000	ALL
12	Stream maintenance	\$25,000	ALL
13	Sump Pump Connections	\$25,000	ALL
14	Scanning - storm sewer records	\$5,000	ALL
15	Bridge Repair	\$50,000	ALL
	<b>TOTAL</b>	<b>\$2,815,000</b>	

MEP/ctt

Cc: Kevin Barron

**M E M O**

TO: Michael LeFevre, Township Manager

FROM: Michael E. Powers, Township Engineer

*M. E. P.*

SUBJECT: 2021 Capital Improvement Program - Project List

DATE: June 10, 2016

The following are the engineering department's projects #1 through #15:

	<u>PROJECTS</u>	<u>COST</u>	<u>WARD</u>
1	1419 Lindsay Ln - Stream bank stabilization	\$250,000	1
2	932 Sherman Ave - Trench grate	\$100,000	3
3	Osceola Ave-Culvert	\$200,000	3
4	Lenox Rd - Replace storm sewer	\$350,000	7
5	600 Block Washington Lane-New storm sewer	\$250,000	7
6	1400 Block Doris Rd - New storm sewer	\$100,000	8
7	Central/Cricket/Maple Avenues - Culvert	\$250,000	9
8	Briarwood Road - Storm sewer	\$75,000	12
9	Fernwood Avenue - New Bridge	\$200,000	15
10	Nolen Road - Storm sewer	\$250,000	15
11	MS4 Storm Management Requirements	\$75,000	ALL
12	Stream maintenance	\$25,000	ALL
13	Sump Pump Connections	\$25,000	ALL
14	Scanning - storm sewer records	\$5,000	ALL
15	Bridge Repair	\$50,000	ALL
	<b>TOTAL</b>	<b>\$2,205,000</b>	

MEP/ctt

Cc: Kevin Barron

**MEMO**

TO: Michael LeFevre, Township Manager  
FROM: Michael E. Powers, Township Engineer, *MEP*  
SUBJECT: 2022 Capital Improvement Program - Project List  
DATE: June 10, 2016

The following are the engineering department's projects #1 through #11

	<u>PROJECTS</u>	<u>COST</u>	<u>WARD</u>
1	Tulpehocken: Jenkintown to Douglass-street reconstr./storm sewer	\$350,000	3
2	Tulpehocken- Culvert	\$200,000	3
3	Willow Ave: Forrest to Osceola-Street reconstruction	\$150,000	3
4	Osceola/Cypress - Storm sewer	\$250,000	3
5	Cadwalader to Osceola - Bank stabilization	\$300,000	3
6	Tulpehocken to Cadwalader - Bank stabilization	\$200,000	3
7	Forrest to Tulpehocken - Bank stabilization	\$350,000	3
8	Custer Ave- Street reconstruction	\$250,000	10
9	Hillthorpe/Albright - Phase I storm sewer	\$200,000	11/14
10	Sandy Run Creek/Nolen/Turner-Phase II storm sewer	\$250,000	15
11	Wunderland Rd - Storm sewer	\$250,000	15
	<b>TOTAL</b>	<b>\$2,750,000</b>	

MEP/ctt

Cc: Kevin Barron

**M E M O**

TO: Michael LeFevre, Township Manager

FROM: Michael E. Powers, Township Engineer, *M.E.P.*

SUBJECT: 2023 Capital Improvement Program - Project List

DATE: June 10, 2016

The following are the engineering department's projects #1 through #2

	<u>PROJECTS</u>	<u>COST</u>	<u>WARD</u>
1	Keswick Avenue - New storm sewer	\$6,500,000	12/13
2	Lindbergh Ave to Sandy Run Creek-New 60" Storm sewer	\$1,000,000	15
	<b>TOTAL</b>	<b>\$7,500,000</b>	

UPDATED 6/10/2016

CAPITAL IMPROVEMENT MASTER LIST

Legend: (\*) Shovel ready (3 months); (\*\*) Design/plans needed (6-12 mos); (\*\*\*) Requires permits from DEP/PennDOT (12-24 mos).

#	STREET	ISSUE	SOLUTION	PRIORITY BREAKDOW	TOTAL	ESTIMATED COST	WARD	YEAR
1064	Lindsay Ln	Replace existing storm sewer & new storm sewer	storm sewer	5+4+3+2+1	15	\$100,000	1	2017
1000	Washington Lane (block of) **	Flooding of homes & street	storm sewer	4+3+2+1	10	\$150,000	1	2017
^1115	Rydal Rd	Stream bank eroding	stream bank walls	4+3+2+1	10	\$150,000	1	2017
^900	(Block of) Dale Road	Stream Crosses Street	New Crossing	5+4+1	10	\$75,000	1	2020
931	Washington Lane ***	Sediment & erosion of pond/creek	Pond & creek stabilization	4+2+1	7	\$200,000	1	2019
^973	Rydal Rd	Stream bank eroding	stream bank walls	3+2+1	6	\$250,000	1	2018
1419	Lindsay Ln	Stream bank eroding	stream bank walls	3+2+1	6	\$250,000	1	2021
			TOTAL WARD 1			\$1,175,000		
1068	Huntingdon Pike **	Flooding of homes	storm sewer	4+2	6	\$250,000	2	2017
	Mill Road Circle **	Flooding of homes & street	storm sewer	3+1	4	\$300,000	2	2019
	Roseland /Sioux Aves **	Flooding of homes & street	street reconstruction / storm sewer	3+1	4	\$250,000	2	2019
	Shady Lane **	Culvert opening cannot handle 100-year storm	replace culvert	3+1	4	\$200,000	2	2019
			TOTAL WARD 2			\$1,000,000		
956	Irvin Rd ***	Wall damaged		5+4+2+1	12	\$100,000	3	2019
654	Kirkwood Avenue **	6" of water in basement. Floods every time there is a storm	Storm sewer / berm	5+4+2+1	12	\$90,000	3	2020
910	Old Huntingdon Pk	Stream bank eroding/existing RR ties failing	stream bank stabilization	5+4+2+1	12	\$175,000	3	2017
	Kingsley / Beverly /Crosswicks Rds **	Flooding of homes & street	storm sewer	4+3+2+1	10	\$250,000	3	2017
	Old Ford Road / Sherman Avenue ***	Culvert opening cannot handle 100-year storm	stream bank stabilization	5+4+1	10	\$250,000	3	2019
932	Sherman Avenue *		Add trench grate along edge of road	4+3+2+1	10	\$100,000	3	2021
901	Fox Chase Rd	Flooding of Homes	Storm sewer	4+3+2+1	10	\$125,000	3	2017
	Tulpehocken: Jenkintown to Douglass	Flooding of homes/street	Street reconstruction/storm sewer	5+2+1	8	\$350,000	3	2022
	Cadwalader: Jenkintown to Douglass	Flooding of homes/street	Street reconstruction/storm sewer	5+2+1	8	\$250,000	3	2020

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Priority Values: (5) Twp. needs replacements (4) Flooding of house/structural damage (3) Roadway flooding (2) Yard flooding (1) Infrastructure upgrade.

UPDATED 6/10/2016

CAPITAL IMPROVEMENT MASTER LIST

Legend: (\*) Shovel ready (3 months); (\*\*) Design/plans needed (6-12 mos); (\*\*\*) Requires permits from DEP/PennDOT (12-24 mos).

#	STREET	ISSUE	SOLUTION	PRIORITY BREAKDOW	TOTAL	ESTIMATED COST	WARD	YEAR
	Willow: Forrest to Osceola	Flooding of homes/street	Street reconstruction	5+2+1	8	\$150,000	3	2022
	Osceola/Cypress	Flooding of homes/street	Storm sewer	5+2+1	8	\$250,000	3	2022
	Osceola Ave	Flooding of homes/street	Replace culvert	5+2+1	8	\$200,000	3	2021
	Cadwalader Ave	Flooding of homes/street	Replace culvert	5+2+1	8	\$200,000	3	2020
	Tulpehocken Ave	Flooding of homes/street	Replace culvert	5+2+1	8	\$200,000	3	2022
	Cadwalader to Osceola	Bank erosion	Stream Bank stabilization	5+1	6	\$300,000	3	2022
	Tulpehocken to Cadwalader	Bank erosion	Stream Bank stabilization	5+1	6	\$200,000	3	2022
	Forrest to Tulpehocken	Bank erosion	Stream Bank stabilization	5+1	6	\$350,000	3	2022
	Shady Lane **	Flooding of homes	storm sewer	3+1	4	\$350,000	3	2018
			TOTAL WARD 3			\$3,890,000		
			TOTAL WARD 4			\$0		
			TOTAL WARD 5			\$0	5	
2658	Jenkintown Rd	Flooding of yard	Yard Drain	2+1	3	\$50,000	6	2017
			TOTAL WARD 6			\$50,000	6	
^	Lenox Road	Flooding of homes & street	storm sewer	5+4+3+2+1	15	\$350,000	7	2021
600	Washington Lane (block of) **	Flooding of street & homes; icing in winter	storm sewer	4+3+2+1	10	\$250,000	7	2021
1931	Hilltop Road **	Flooding of home	storm sewer	4+2+1	7	\$100,000	7	2017
	Township Line / Meetinghouse Roads **	Flooding of (2) homes & twp. Sanitary pump station	storm sewer	4+1	5	\$150,000	7	2019
	Winding / Glen / Arden / Baeder Roads **	Flooding of homes & street	storm sewer	3+1	4	\$500,000	7	2018
			TOTAL WARD 7			\$1,350,000		

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Priority Values: (5) Twp. needs replacements (4) Flooding of house/structural damage (3) Roadway flooding (2) Yard flooding (1) Infrastructure upgrade.

UPDATED 6/10/2016

CAPITAL IMPROVEMENT MASTER LIST

Legend: (\*) Shovel ready (3 months); (\*\*) Design/plans needed (6-12 mos); (\*\*\*) Requires permits from DEP/PennDOT (12-24 mos).

#	STREET	ISSUE	SOLUTION	PRIORITY BREAKDOW	TOTAL	ESTIMATED COST	WARD	YEAR
^	Pershing/Lindbergh Avenues	Flooding of homes & streets	New Storm Sewer	4+3+2+1	10	\$550,000	8	2020
^	Thunderhead/Bluejay/Norman Roads	Flooding of homes & streets	New Storm Sewer	4+3+2+1	10	\$685,000	8	2020
	Woodland/Pershing	Flooding of homes & streets	new storm sewer (part III)	4+3+2+1	10	\$250,000	8	2020
1400	St. John Road (block of) **	Flooding homes	rear properties - storm sewer	4+2+1	7	\$150,000	8	2017
1400	Thomson Road (block of) **	Flooding homes	rear properties - storm sewer	4+2+1	7	\$75,000	8	2018
1400	Doris Road (block of) **	Flooding homes	rear properties - storm sewer	4+2+1	7	\$100,000	8	2021
<b>TOTAL WARD 8</b>						<b>\$1,810,000</b>		
	Central / Cricket / Maple Avenues ***	Flooding & erosion of ditch	culvert	5+3+1	9	\$250,000	9	2021
	Bruce Avenue **	Flooding of street	storm sewer & street reconstruction	3+1	4	\$150,000	9	2020
	Sandy Run Creek (below Susquehanna) Creek Bank Stabilization	Flooding of yards	Widening of creek behind Madison Ave & storm sewer to control flooding - DEP project	2+1	3	\$300,000	9	2019
<b>TOTAL WARD 9</b>						<b>\$700,000</b>		
1600	Block Edge Hill Road	Curb/Sidewalk sunken	Replace curb/sidewalk	4+3+2+1	10	\$150,000	10	2017
1807	Allen Ln	Flooding of street & homes	New storm sewer	4+3+2+1	10	\$125,000	10	2017
2066	Moreland Rd	No curbing/sidewalk sunken	New curb/sidewalk	4+3+2+1	10	\$150,000	10	2017
1800	Block Roberta Ave	Flooding of street	New storm sewer	4+3+2+1	10	\$75,000	10	2017
1200	(block) Huntingdon Rd	Flooding of homes	Storm sewer	4+3+2+1	10	\$100,000	10	2017
	Roy Avenue	Sidewalk/wall sunken	Replace sidewalk/wall	3+2+1	6	\$165,000	10	2020
	Custer Avenue **	Flooding of street	street reconstruction	1	1	\$250,000	10	2022
	Hamilton Avenue **	Flooding of street	street reconstruction	1	1	\$250,000	10	2018
<b>TOTAL WARD 10</b>						<b>\$1,265,000</b>		

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Priority Values: (5) Twp. needs replacements (4) Flooding of house/structural damage (3) Roadway flooding (2) Yard flooding (1) Infrastructure upgrade.

CAPITAL IMPROVEMENT MASTER LIST

Legend: (\*) Shovel ready (3 months); (\*\*) Design/plans needed (6-12 mos); (\*\*\*) Requires permits from DEP/PennDOT (12-24 mos).

#	STREET	ISSUE	SOLUTION	PRIORITY BREAKDOW	TOTAL	ESTIMATED COST	WARD	YEAR
1300	Block Wheatsheaf Ln	Flooding of homes & street	sewer	5+4+3+2+1	15	\$175,000	11	2019
1400	Block Wheatsheaf Ln (Phase I)	Flooding of homes & street	Street reconstruction/storm sewer	5+4+3+2+1	15	\$175,000	11	2017
1400	Block Wheatsheaf Ln (Phase II)	Flooding of homes & street	Street reconstruction/storm sewer	5+4+3+2+1	15	\$175,000	11	2018
	Hillthorpe / Albright Aves. **	Flooding of homes & street	storm sewer	4+3+1	8	\$200,000	11/14	2022
	Church St / Holly Tree Rd **	Flooding of homes behind library	storm sewer	4+3+1	8	\$200,000	11	2018
<b>TOTAL WARD 11</b>						<b>\$925,000</b>		
	Keswick Ave ***	Flooding of roadway	dual 60" storm sewer - Keswick & Mt. Carmel	5+4+3+2+1	15	\$6,500,000	12/13	2023
^2000/ 2100	Wharton Road	Flooding of roadway	Storm sewer	4+3+2+1	10	\$220,000	12	2020
^	Briarwood Road	Flooding of homes & street	Storm sewer	4+3+2+1	10	\$75,000	12	2021
<b>TOTAL WARD 12</b>						<b>\$6,795,000</b>		
500	(block) Sylvania Ave	Widen street	Street reconstruction	5+4+3+2+1	15	\$150,000	13	2017
	Keswick/Oakdale/Sylvania Aves	Flooding of street	storm sewer	5+3+2+1	11	\$200,000	13	2017
400	Block Keswick Ave	Flooding of street	Storm sewer	4+3+2+1	10	\$200,000	13	2017
100	Tyson Ave (block of) **	Flooding in Glenside area	storm sewer	4+3+1	8	\$200,000	13	2018
202	Tyson Ave / Fairhill Ave **	Flooding of homes & street	storm sewers	3+2+1	6	\$75,000	13	2018
	Edgecomb Avenue ***	Flooding of street	Storm sewer & street reconstruction	3+1	4	\$325,000	13	2019
	Ardsley /Roslyn Avenues ***	Flooding of street	storm sewer & street reconstruction	3+1	4	\$500,000	13	2019
<b>TOTAL WARD 13</b>						<b>\$1,650,000</b>		

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UPDATED 6/10/2016

CAPITAL IMPROVEMENT MASTER LIST

Legend: (\*) Shovel ready (3 months); (\*\*) Design/plans needed (6-12 mos); (\*\*\*) Requires permits from DEP/PennDOT (12-24 mos).

#	STREET	ISSUE	SOLUTION	PRIORITY BREAKDOW	TOTAL	ESTIMATED COST	WARD	YEAR
			TOTAL WARD 14			\$0	14	
	Fernwood Avenue ***	Street flooding	Install new bridge between Johnston Ave. & Rosewood Ave.	5+4+3+2+1	15	\$200,000	15	2021
	Lindbergh Ave to Sandy Run Creek	Flooding of street/homes	Install new 60" pipe through Roslyn Nursing Home	5+4+3+2+1	15	\$1,000,000	15	2023
	Roslyn Park	Stream Bank erosion	Stream bank stabilization	5+3+2+1	11	\$350,000	15	2018
	Sandy Run Cr./Nolen/Turner	Flooding of homes/street	New storm sewer (Phase II)	4+3+2+1	10	\$250,000	15	2022
	Wunderland Rd	Flooding of homes/street	New storm sewer (Phase II)	4+3+2+1	10	\$250,000	15	2022
	Nolen Road **	Flooding of street	storm sewer	3+1	4	\$250,000	15	2021
			TOTAL WARD 15			\$2,300,000		
2017	MS4-State storm water management requirements *	Control flooding of homes & streets	Required by State	5+4+3+2+1	15	\$75,000	ALL	2017
2018	MS4-State storm water management requirements *	Control flooding of homes & streets	Required by State	5+4+3+2+1	15	\$75,000	ALL	2018
2019	MS4-State storm water management requirements *	Control flooding of homes & streets	Required by State	5+4+3+2+1	15	\$75,000	ALL	2019
2020	MS4-State storm water management requirements *	Control flooding of homes & streets	Required by State	5+4+3+2+1	15	\$75,000	ALL	2020
2021	MS4-State storm water management requirements *	Control flooding of homes & streets	Required by State	5+4+3+2+1	15	\$75,000	ALL	2021
^	Stream Maintenance	Weed Control	Required by State	5+4+3+2+1	15	\$25,000	ALL	2017
	Sump Pump Connections	Ice on streets in Winter	New connections	5+4+3+2+1	15	\$25,000	ALL	2017
2017	Bridge Repair			5+4+3+2+1	15	\$50,000	ALL	2017
2017	Scanning	Storm sewer records/deeds	outside service	5+4+3+2+1	15	\$5,000	ALL	2017
4 years	Stream Maintenance	Weed Control	Required by State	5+4+3+2+1	15	\$100,000	ALL	ALL
4 years	Sump Pump Connections	Ice on streets in Winter	New connections	5+4+3+2+1	15	\$100,000	ALL	ALL

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Priority Values: (5) Twp. needs replacements (4) Flooding of house/structural damage (3) Roadway flooding (2) Yard flooding (1) Infrastructure upgrade.

UPDATED 6/10/2016

CAPITAL IMPROVEMENT MASTER LIST

Legend: (\*) Shovel ready (3 months); (\*\*) Design/plans needed (6-12 mos); (\*\*\*) Requires permits from DEP/PennDOT (12-24 mos).

#	STREET	ISSUE	SOLUTION	PRIORITY BREAKDOW	TOTAL	ESTIMATED COST	WARD	YEAR
4 years	Scanning	Storm sewer records		5+4+3+2+1	15	\$20,000	ALL	ALL
4 years	Bridge Repair	Repair Bridges	Required by State	5+4+3+2+1	15	\$200,000	ALL	ALL
			TOTAL STATE REQUIRED PROJECT			\$900,000		
			ESTIMATED TOTAL			\$23,810,000		

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Priority Values: (5) Twp. needs replacements (4) Flooding of house/structural damage (3) Roadway flooding (2) Yard flooding (1) Infrastructure upgrade.

**Capital Budget  
Public Works  
2017**

**Vehicle Maintenance –**

Tire Machine	\$13,000.00
Rehab milling and paving equipment	\$28,000.00

**Highway Department –**

Leaf Machine	\$46,000.00
Enclosed Trailer	\$ 6,500.00
Overlay	\$100,000.00

**Parks Department –**

John Deere 4x4 Gator for Briar Bush	\$ 9,400.00
Paladin Preparatory Rockhound	\$ 8,800.00

**2018**

**Highway Department –**

Replace Truck #128 (Traffic Signal Truck)	\$100,000.00
Replace Leaf Machine	\$ 48,000.00
Replace Backhoe	\$105,000.00
Overlay	\$385,000.00

**Parks Department –**

Trailer for Parks	\$ 8,000.00
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**2019**

**Vehicle Maintenance Department –**

Replace Truck #331 Mechanic's Road Truck	\$75,000.00
Twin Post Auto Lift	\$ 9,000.00

**Highway Department –**

Replace Leaf Machine	\$48,000.00
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# ABINGTON TOWNSHIP FIRE DEPARTMENT

## FIRE TRAINING FACILITY BURN BUILDING REPAIRS CAPITAL BUDGETS 2017-2021

### OUR OBJECTIVES:

The Abington Township Fire Department's Fire Training Facility was manufactured and built by WHP Training Towers, Inc. (WHP) located in Overland Park, Kansas. With periodic maintenance and proper repairs, our fire training burn simulator should continue to meet the intent of NFPA Standard 1403.

### PERFORMANCE CONSIDERATIONS:

The Burn Building (Fire Training Burn Simulator) was constructed in 1982 with an addition erected in 2007. From a training perspective, this facility has served our members very well. In general, the training building is well maintained and is in good condition. Routine preventive maintenance is performed in a regular and timely manner. This simulator endures very harsh environments, whether simply being exposed to the elements or to the realities of ongoing live fire training conditions.

The 1982 section of the facility has five burn rooms. These burn rooms have a unique liner arrangement that protects the steel framework from being impacted by the heat of the fires that are created.

Periodically, this liner needs to be changed in order to maintain the integrity of the steel frame. Although the liner arrangement works well to protect the steel from heat, the moisture that gathers in the building from either the firefighting activities or the elements takes its toll on the structure.

Therefore, in order to proactively maintain the facility, it is necessary to periodically replace the liner system and, on occasion, replace portions of the steel framework. This has been accomplished in the past when repairs were made in 2004 as well as 2012, which were costly. The fire training facility received a field inspection per NFPA Standard 1403 on July 18, 2014. A report detailing the inspection findings has been issue to the fire department.

It is clear that this building design is appropriate for its intended use as the simulator is now over 30 years old. However, it is anticipated that over the next several years there will be a need to replace portions of the liner and steel frame in order to proactively extend the life of this building.

<b>NEW PROGRAM PROPOSAL</b>	
<b>BURN BUILDING REPAIRS</b>	
<b>Budget Year</b>	<b>Amount</b>
<b>2017</b>	<b>\$ 25,000</b>
<b>2018</b>	<b>\$ 25,000</b>
<b>2019</b>	<b>\$ 25,000</b>
<b>2020</b>	<b>\$ 25,000</b>
<b>2021</b>	<b>\$ 25,000</b>
<b>Program Request for 2017</b>	<b>\$ 25,000</b>



# ABINGTON TOWNSHIP FIRE DEPARTMENT

## *Capital Budget Radio Replacement Project*

### DESCRIPTION OF PROJECT:

The Trunked Radio System (TRS) carries public safety communications for all Police, Fire and EMS agencies in Montgomery County. EMS and Police departments have been on the system for over twenty years using analog radios. Fire departments have been on the system for nine years using FDMA (also called phase 1) digital radios.

In December 2012, Montgomery County contracted with Motorola Solutions to improve the TRS. Upgrades include adding towers for improved coverage and replacing outdated analog equipment with TDMA digital. TDMA (also called phase 2) is the newest digital technology used in public safety radio and handles twice as many calls as analog or FDMA.

Police and EMS users will need to replace their analog radios with TDMA digital when the system upgrades are complete within the next year. The Fire Department FDMA digital radios will continue to work on the upgraded system until January 1, 2019 when Montgomery County plans to switch the system entirely to TDMA digital.

All ATRFD mobile and portable radios will need to be replaced with new TDMA equipment in order to operate on the Montgomery County TRS after the January 2019 deadline. There are approximately 25 mobile and 135 portable radios currently in use by the fire department, resulting in a total capital expenditure of approximately \$567,605 to replace them.

Abington Township Fire Department  
September 2, 2016

## **OUR OBJECTIVES and JUSTIFICATION:**

Police and EMS users will need to replace their analog radios with TDMA digital when the system upgrades are complete within the next year. The Fire Department FDMA digital radios will continue to work on the upgraded system until January 1, 2019 when Montgomery County plans to switch the system entirely to TDMA digital.

## **PERFORMANCE CONSIDERATIONS:**

All A.T.F.D mobile and portable radios will need to be replaced with new TDMA equipment in order to operate on the Montgomery County TRS after the January 2019 deadline. There are roughly 25 mobile and 135 portable radios currently in use by the department and they will cost about \$3500 each to replace, resulting in a total capital expenditure of approximately \$560,000.

<b>A.T.F.D. Portable and Mobile Radio Replacement Project</b>			
<b>Quantity</b>	<b>Item</b>	<b>Unit Cost</b>	<b>Estimated Cost</b>
135	Twenty-seven Portable Radios per Fire Company; Including Battery, Speaker Microphone, and Single Unit Charger	\$ 3,633.00	\$ 490,455.00
40	Extra Battery for Fire Officers' Portable Radios	\$ 95.00	\$ 3,800.00
25	Five Mobile Radios Per Fire Company, Including Remote Mount	\$ 2,934.00	\$ 73,350.00
<b>Total Portable and Mobile Radio Replacement Cost</b>			<b>\$ 567,605.00</b>

Abington Township Fire Department  
September 2, 2016

<b>Budget Year</b>	<b>Abington Township Fire Department New Program Proposal: 2016 - 2020</b>	
<b>2016</b>	<b>First Year of a Five Year Funding Request</b>	<b>\$ 113,521.00</b>
<b>2017</b>	<b>Second Year of a Five Year Funding Request</b>	<b>\$ 113,521.00</b>
<b>2018</b>	<b>Third Year of a Five Year Funding Request</b>	<b>\$ 113,521.00</b>
<b>2019</b>	<b>Fourth Year of a Five Year Funding Request</b>	<b>\$ 113,521.00</b>
<b>2020</b>	<b>Fifth Year of a Five Year Funding Request</b>	<b>\$ 113,321.00</b>
<b>Total Program Request</b>		<b>\$ 567,605.00</b>



Abington Township Fire Department  
September 2, 2016



# **ABINGTON TOWNSHIP FIRE DEPARTMENT**

## **NEW PROGRAM PROPOSAL**

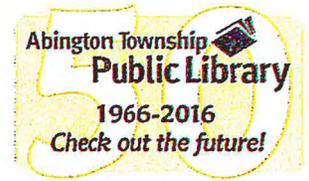
### **AIR TRUCK REPLACEMENT SCHEDULE CAPITAL BUDGETS 2017 – 2021**

The Abington Township Fire Department's Air Truck (known as Air 300) is on a 1993 Chevrolet Kodiak Chassis. The truck was placed in service on January 15, 1994.

The air truck is powered by a Caterpillar diesel engine that runs a 53,000 watt Lima generator that supplies three-phase 220 volt, electrical power to a twenty-five cubic foot per minute Ingersoll-Rand air compressor, and a 6000 watt floodlight tower. The compressor produces high quality breathing air that exceeds the specifications set forth in NFPA Standard 1500.

Because of an aggressive preventative maintenance program, the air truck and compressor have held up well during their twenty-one years of service. However, in keeping with a thirty year apparatus replacement schedule, capital funds are requested as shown below:

<b>NEW PROGRAM PROPOSAL</b>	
<b>AIR TRUCK REPLACEMENT SCHEDULE</b>	
<b>Budget Year</b>	<b>Amount</b>
<b>2017</b>	<b>\$ 100,000</b>
<b>2018</b>	<b>\$ 100,000</b>
<b>2019</b>	<b>\$ 100,000</b>
<b>2020</b>	<b>\$ 100,000</b>
<b>2021</b>	<b>\$ 100,000</b>
<b>2022</b>	<b>\$ 100,000</b>
<b>2023</b>	<b>\$ 100,000</b>
<b>2024</b>	<b>\$ 100,000</b>
<b>Total Program Request</b>	<b>\$ 800,000</b>



To: Michael LeFevre and Kevin Barron  
 From: Nancy Hammeke Marshall  
 RE: **2017 and beyond Capital Budget**  
 Date: September 1, 2016

Total Capital Request for 2017: \$161,550

Budget Year	Project Description	Project Costs
2017	<p><b>Replacement of building's air conditioner unit:</b> The unit is 26 years old. The refrigerant used, R-22, is very expensive, and will no longer be produced after 2016. Repairs in 2015, to recharge after a leak, were close to \$10K. Once R-22 is no longer available, one leak will render the system useless. That has the potential to shut down the library and severely damage the print collection. A new unit will reduce energy costs by 20% and stop the cycle of costly repairs.</p> <p><b>Installation of LED lighting:</b> Per the recommendation of the Abington Township's 2011 "Master Energy Strategy" study, installing LED light fixtures and bulbs will save \$12,000. annually, and reduce energy usage (lighting being the second largest source of energy consumption).</p> <p><b>Replacement of carpet in lower level:</b> The carpet in the lower level, which is home to the Children's department and the public meeting rooms, is 16 years old. It is in poor condition due to age and the volume of traffic (81,000 people visited the lower level in 2015).</p> <p><b>Security Cameras:</b> Install three security cameras on exterior of building, two additional cameras on main level and two additional cameras on lower level. With more than 350,000 people entering the library annually, we are increasingly</p>	<p>\$100,000</p> <p>\$22,250</p> <p>\$28,000</p> <p>\$11,300</p>

	<p>concerned for the safety of our staff and patrons. In the past 18 months, we documented 47 incidents, many of which required police assistance. Several of these incidents occurred in “blind spots,” and, had they been recorded, could have provided useful, precautionary information to the police and to our staff.</p>	
2018	<p><b>Replacement of Front Doors:</b> The Library’s set of double front doors are original to the building and are neither energy efficient nor weather proof. They open and close 700,000 times annually. The cost to repair and maintain in 2016 will be more than \$5,500. Ten years ago we replaced all windows with energy efficient ones, and the replacement of the doors would complete the project</p> <p><b>Redesign Foyer and Circulation Area:</b> This project would eliminate the congestion and frustration our patrons experience when returning and checking out items, and it would provide office space for our circulation desk staff</p>	<p>\$26,000</p> <p>\$20,000</p>
2019	<p><b>Redesign Shorday Silent Study Room:</b> This large space was built in 1999, and the Library’s needs and the ways people use it have changed. Redesign would result in more useable space and soft seating for the public, as well as providing another small, much-needed conference room.</p>	<p>\$20,000</p>

TOWNSHIP OF ABINGTON  
BUREAU OF PARKS & RECREATION

August 5, 2016

To: Michael Lefevre  
From: Doug Wendell  
Subject: Five Year Capital Program

Listed below are the estimated costs of the projects the Bureau would like to accomplish and equipment the Bureau would like to purchase over the next five years. **The listed items are in order of their priority.** If you require any additional information for any of the items please do not hesitate to call me.

YEAR 2017	
Repave Crestmont Basketball Court	\$45,000.00
Color Coat Penbryn Park Tennis Courts	\$20,000.00
Replace Cross members on Light Poles In Alverthorpe Park	\$20,000.00
Facility Wide Tree Maintenance	\$35,000.00
Repair driveway for Woodland Road House and Penbryn house	\$13,000.00
Install Small Pavillion Next to Miniature Golf Course in Alverthorpe	\$25,000.00
Briar Bush Nature Center (see attached)	\$30,000.00
Light replacement for Marsden Field	\$6,000.00
Install Video Surveillance Cameras at Crestmont Pool	\$8,500.00
Install Video Surveillance Cameras at Penbryn Pool	\$8,500.00
Pave Sections of Ardsley/Roslyn Walking Paths	\$8,500.00
Repair/Replace Roof on Pre-School Building	\$10,000.00
Finish Paving Penbryn Park	\$15,000.00
Facility Wide Light Pole Replacement Program	\$15,000.00
Install Bleachers and Sun Shade in Skate Park	\$8,000.00
Repave Roychester Community House Parking lot	\$35,000.00
Repave Conway Park driveway, parking lot	\$35,000.00
Replace Train Acitivity Item in Adventurethorpe	\$20,000.00
Repair BBNC Pond	\$40,000.00
USDA Goose Round Up Alverthorpe	\$2,500.00
Develop Cost Estimates for Recommendations listed in the Land Use Management Plan for the Ardsley wildlife Sanctuary	\$1,200.00
TOTAL	\$401,200.00
YEAR 2018	
Renovate Basketball Court Floor in ACEC	\$100,000.00
Add One Piece of Play Equipment to Ethel Jordan Playground	\$30,000.00
Facility-Wide Tree Management Program	\$35,000.00
Repira rear wall in Roslyn Skatepark	\$6,000.00
Facility Wide Light Pole Replacement	\$12,000.00
Remove Invasive Vines from Karebrook and the Boy Scout Nature Study Area	\$30,000.00
Replace Gas Shed in Alverthorpe Maintenance area	\$7,000.00
Install second Aerator in Alverthorpe lake	\$9,000.00
Fencing for Alverthorpe Playground & Adventurethorpe	\$8,000.00
Install Retaining Wall in Lake Behind Hole #2	\$100,000.00
Repair/Replace Lightpoles in Alverthorpe Park	\$15,000.00
USDA Goose Roundup Alverthorpe	\$2,500.00
Maintenance for Ardsley/Roslyn Walking Paths	\$10,000.00
Purchase and Install a shed in Alverthorpe Park	\$5,000.00
Install Landscaping and Spray Poles in Rubicam Park	\$20,000.00
TOTAL	\$389,500.00

# Memo



To: Kevin Barron  
 cc: Jeannette Herman  
 From: George Wrigley  
 Subject: Wastewater Utilities 2017 Capital Budget Request  
 Date: September 26, 2016

Current Budget Year 2016 PROJECT STATUS:		Project Allocation
<b>A. REVENUE</b>		
Bond Issue (for Cheltenham Tookany projects) Balance =		\$2,515,815
Transfer from retained earnings to Sewer Capital		\$1,560,000
Transfer from retained earnings to Operating Capital		\$872,000
<b>Total Revenue</b>		<b>\$4,947,815</b>
<b>B. EXPENSE - SEWER CAPITAL PROJECTS * (Collection System)</b>		
Sewer System I&I Rehabilitation		\$486,500
Cheltenham Interceptor A Construction Share (Bond Proceeds)		\$1,100,000
Sanitary Sewer Relocation - Irwin at MaryAnn Rds		\$200,000
Lateral Pipe Remote Directional Flush System		\$40,000
Pump Station SCADA Monitor & Recording		\$68,000
Right of Way Flush & Televising Reel Mobile Unit		\$50,000
Tall Trees Pump Station Electric Feed Replacement		\$60,000
Excavator/Brush Mulcher/Flush Reel Transport/Televising		\$210,000
Bryant Lane Pump Station divert to Holy Redeemer Station		\$80,000
Old Welsh Road new sanitary sewer system (Bond Proceeds)		\$1,000,000
	Subtotal	\$1,708,000
	<b>TOTAL</b>	<b>\$5,002,500</b>
<b>C. EXPENSE - SEWER OPERATING PROJECTS (Wastewater Plant)</b>		
Digester Improvements (Scope of work to be reduced)		\$1,200,000
Influent Pump Station Emergency Generator & Engineering		\$95,000
Replace Deteriorated Handrailing on Aerations		\$25,000
Aeration Tank Air Line Control Valves		\$7,000
T22 & T23 Clarifier Gear Drive Refurbish		\$30,000
Aquafilter Cloth Media Replacement		\$20,000
Motor Control Centers Repairs & Replacement		\$10,000
SCADA System Control Circuit, RAS Pump & Centrifuge		\$30,000
Relocate Biosolids Polymer System to Operating Floor		\$20,000
Grit Removal Building Asphalt Roof Replacement		\$20,000
Pump Stations 2, 3, 4 & Utility Pump Roof Replacement		\$120,000
Ultraviolet Disinfection System Replacement		\$450,000
Refurbish Existing Westfalia Centrifuge		\$75,000
Influent Pumps VFD Harmonic Filters & Transfer Switch		\$90,000
	Subtotal	\$872,000
	<b>Total Expense All Funds</b>	<b>\$7,194,500</b>
<b>Budget Year 2017</b>		
<b>A. REVENUE</b>		
Transfer from retained earnings to Sewer Capital		\$1,117,000
Transfer from retained earnings to Operating Capital		\$470,000
<b>Total Revenue</b>		<b>\$1,587,000</b>
<b>B. SEWER CAPITAL PROJECTS (Collection System)</b>		
Old Welsh Road Phase 2 of new sanitary sewer system		\$550,000
Sewer System I&I Rehabilitation		\$200,000
Replace Utility Truck No. 521 with Utility Crane Service Truck		\$125,000

# Memo

To: Kevin Barron  
 cc: Jeannette Herman  
 From: George Wrigley  
 Subject: Wastewater Utilities 2017 Capital Budget Request  
 Date: September 26, 2016



Lateral Sewer inspection camera & winch	\$12,000
Cardinal Pump Station Pump & Valve Replacements	\$75,000
Rydal Pump Station Pump & Valve Replacements	\$155,000
Subtotal	\$1,117,000

**C. SEWER OPERATING PROJECTS (Wastewater Treatment Plant)**

Influent Pump Station backup power system installation	\$40,000
Server & Collection System Computer Replacements	\$10,000
Fire Monitoring & Suppression System for Garage	\$78,000
Clarifier, Return and Waste Sludge Flowmeter Replacements	\$25,000
Digester T36 Sludge Pump No. 14 Replacement	\$15,000
Pump Stations 2, 3 & 4 Replace Valves & Actuators	\$40,000
Lime Slurry Transfer Pump No. 2	\$24,000
Exterior/Interior Florescent Lighting Replacement (PECO grant)	\$13,000
Building Basement Confined Space Air Monitoring Analyzers	\$10,000
Electrical Circuitry Power Factor Stabilization Panels	\$90,000
Pump Station 4 Replace Abandoned Pump for TMDL	\$20,000
Replace Influent Flow Meter	\$7,000
Motor, Hydraulic & Gear Oil Drum Containment Rack System	\$8,000
Aeration Tanks Dissolved Oxygen Meter & Probe Replacements	\$38,000
Mechanical and Electrical Equipment Transport Vehicle	\$12,000
Aquafilter Cloth Media Upgrade for Permit & TMDL Compliance	\$20,000
Plant Upgrades for Permit & TMDL Compliance	\$20,000
Subtotal	\$470,000

**Total Expense, All Funds** \$1,587,000

**Budget Year 2018**

**A. REVENUE**

Transfer from retained earnings to Sewer Capital	\$1,225,000
Transfer from retained earnings to Operating Capital	\$350,000
<b>Total Revenue</b>	\$1,575,000

**B. SEWER CAPITAL PROJECTS (Collection System)**

Sewer System I&I Rehabilitation	\$200,000
Cheltenham Interceptor A Construction Share	\$1,000,000
Equipment Upgrades & Replacements	\$25,000
Subtotal	\$1,225,000

**C. SEWER OPERATING PROJECTS (Wastewater Treatment Plant)**

Equipment Upgrades & Replacements	\$100,000
Plant Upgrades for Permit & TMDL Compliance	\$250,000
Subtotal	\$350,000

**Total Expense, All Funds** \$1,575,000

**Budget Year 2019**

**A. REVENUE**

Transfer from retained earnings to Sewer Capital	\$1,175,000
Transfer from retained earnings to Operating Capital	\$150,000
<b>Total Revenue</b>	\$1,325,000

**B. SEWER CAPITAL PROJECTS (Collection System)**

# Memo

To: Kevin Barron  
 cc: Jeannette Herman  
 From: George Wrigley  
 Subject: Wastewater Utilities 2017 Capital Budget Request  
 Date: September 26, 2016



	Sewer System I&I Rehabilitation	\$150,000
	Cheltenham Interceptor A Construction Share	\$1,000,000
	Equipment Upgrades & Replacements	\$25,000
	Subtotal	\$1,175,000
<b>C. SEWER OPERATING PROJECTS (Wastewater Treatment Plant)</b>		
	Equipment Upgrades & Replacements	\$50,000
	Plant Upgrades for Permit & TMDL Compliance	\$100,000
	Subtotal	\$150,000
	<b>Total Expense, All Funds</b>	\$1,325,000
<b>Budget Year 2020</b>		
<b>A. REVENUE</b>		
	Transfer from retained earnings to Sewer Capital	\$100,000
	Transfer from retained earnings to Operating Capital	\$100,000
	<b>Total Revenue</b>	\$200,000
<b>B. SEWER CAPITAL PROJECTS (Collection System)</b>		
	Sewer System I&I Rehabilitation	\$50,000
	Cheltenham Tookany Projects	\$25,000
	Equipment Upgrades & Replacements	\$25,000
	Subtotal	\$100,000
<b>C. SEWER OPERATING PROJECTS (Wastewater Treatment Plant)</b>		
	Equipment Upgrades & Replacements	\$50,000
	Plant Upgrades for Permit & TMDL Compliance	\$50,000
	Subtotal	\$100,000
	<b>Total Expense, All Funds</b>	\$200,000
<b>Budget Year 2021</b>		
<b>A. REVENUE</b>		
	Transfer from retained earnings to Sewer Capital	\$100,000
	Transfer from retained earnings to Operating Capital	\$100,000
	<b>Total Revenue</b>	\$200,000
<b>B. SEWER CAPITAL PROJECTS (Collection System)</b>		
	Sewer System I&I Rehabilitation	\$50,000
	Cheltenham Tookany Projects	\$25,000
	Equipment Upgrades & Replacements	\$25,000
	Subtotal	\$100,000
<b>C. SEWER OPERATING PROJECTS (Wastewater Treatment Plant)</b>		
	Equipment Upgrades & Replacements	\$50,000
	Plant Upgrades for Permit & TMDL Compliance	\$50,000
	Subtotal	\$100,000
	<b>Total Expense, All Funds</b>	\$200,000

**Capital Budget  
Refuse Department  
2017**

(1)	Yard Rear Loader Trash Truck	\$ 129,000
(1)	Fully Automated Side Loader	\$ 245,000

**2018**

(6)	Fully Automated Side Loaders	\$1,470,000
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**2019**

(2)	Fully Automated Side Loaders	\$ 500,000
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