



To: Roman M. Pronczak, Township Manager

From: Christine M. Bauman, Director of Finance

Date: December 19, 2023

Re: Treasurer's Report & Cash Statement – January 1, 2023 – October 31, 2023

FINANCIAL REPORT CARD

CATEGORY	CONDITION	PAGE
General Fund		
Real Estate Taxes	Meets or Exceeds	2
Transfer Taxes	Meets or Exceeds	2
Earned Income Taxes	Meets or Exceeds	2
Local Services Taxes	Meets or Exceeds	2
Cable Franchise Fees	Meets or Exceeds	2
State Aid (Pensions)	Meets or Exceeds	2
Licenses, Permits & Fees	Meets or Exceeds	2
Park & Recreation Fees	Meets or Exceeds	2
Operating Costs	Meets or Exceeds	2
Interfund Transfers	Meets or Exceeds	2
Salaries	Meets or Exceeds	2
Overtime	Meets or Exceeds	3
Health Insurance	Meets or Exceeds	3
Pensions	Meets or Exceeds	3
Ending Cash Balance	Meets or Exceeds	3
Sewer Fund		
Sewer Charges	Meets or Exceeds	3
Sewer Operating Expenses	Meets or Exceeds	3
Ending Cash Balance	Meets or Exceeds	3
Capital Reserve Fund		
Ending Cash Balance	Meets or Exceeds	3
Debt Service Fund		
Debt Service Expenses	Meets or Exceeds	3

Meets or Exceeds – Category is on par with historical budgeted amounts or much ahead of projected amounts.

Caution & Monitor – Category is below budgeted amounts, but not in need of action. In some cases, collections such as taxes or sewer revenue may have been collected in later periods than the previous years.

Action Needed – Category is failing to meet budgeted amounts and could impact the Township's projected revenues/expenses if not dealt with. Historical data indicates the category will not recover.

WHITPAIN TOWNSHIP
TREASURER'S REPORT
EXECUTIVE SUMMARY
FOR THE MONTH ENDED October 31, 2023

Revenue or Expense Category

General Fund

Real Estate Taxes – Real Estate Tax Revenue is ahead (100.36%) of last year's pace (93.07%). These collections include a total of \$4,211,374 of Current Year Taxes, \$76 of Prior Year Taxes, \$24,233 of Delinquent Taxes, \$36,489 of Interim Taxes and are net of assessment appeal refunds.

Real Estate Transfer Taxes – We are currently behind (48.24%) last year's pace (130.87%). Collections from January through October 482,411.

Earned Income Taxes (EIT) and Open Space Taxes (OPN) – We are behind (68.73%) last year's pace (89.26%). EIT collections from January through October totaled \$6,598,199 and Open Space collections from January through October totaled \$365,319. We expect this revenue stream to continue to be a reliable source.

Local Services Taxes (LST) – We are slightly behind (703.65%) last year's pace (74.82%). Collections from January through October totaled \$662,836. As with EIT, we expect LST to continue to be a reliable revenue source.

Cable Franchise Fees – We are slightly behind (50.82%) last year's pace (52.38%). These fees are remitted quarterly. Through October we have received \$228,689.

State Aid (Pensions) – These pension grants are remitted in September of each year. In September 2023, the Township received \$594,445. In 2022, the Township received \$554,308 in State Aid.

Federal Aid (American Rescue Plan Act) – In 2021 and 2022, the Township received a total of \$2,020,203 in COVID Relief (ARPA Grants).

Licenses, Permits & Fees – We are slightly behind (97.18%) vs (104.70%) of last year's pace. We are hopeful that building and development activities will continue to increase during the year.

Park & Recreation Fees – We are behind (98.37%) last year's pace (119.49%). With the Community Fest and Hayrides a success we are looking forward to the Daddy Daughter dance scheduled for 2023.

Operating Expenses – These departmental expenses include salaries (separately reported below) which represent 47.8% of our annual budget to date. We are on pace and below budget (75.43%) with last year's (74.48%). For some departments, we will reimburse expenses from our Sewer Fund later in the year.

Interfund Transfers – Transfers to both the Capital Reserve Fund \$500,000 and Open Space Fund \$1,000,000 were budgeted for this year and will be transferred in December.

Salaries – Personnel includes wages and salaries for full-time, part-time, and seasonal employees. The 2023 budget included 95 full-time employees. Personnel expenses remain relatively flat on a month-to-month basis. We are under budget (79.61%) and slightly below last year's pace (76.60%). For some departments, we will reimburse expenses from our Sewer Fund.

Overtime – We are behind (73.13%) last year’s pace (54.60%) and under budget.

Health Insurance – We are ahead (95.97%) of last year’s pace (81.62%). For some departments, we will reimburse expenses from our Sewer Fund.

Pension – We are behind (73.02%) of last year’s pace (79.83%) and on budget. We include employer payments to our defined contribution plan in our pension category. We generally pay our MMO pension expenses every other month to gain the value of dollar cost averaging.

Ending Cash Balance – Please see attached Cash Statement as of **October 31, 2023**.

<i>October 31, 2023</i>	<i>October 31, 2022</i>
\$11,421,175.23	\$12,477,148

Sewer Fund

Sewer Charges – We are ahead (100.04%) of last year’s pace (95.99%) and slightly over budget. Commercial billings through the 4th quarter of 2023 totaled \$836,512 compared to 2022 4th quarter billings totaling \$763,848. In December 2022, the Township liened an additional \$9,026 in delinquent sewer charges. The Township collected \$11,128 in liens as of October 31, 2023. Through October, the outstanding principal balance is \$214,892 with interest continuing to accrue on the delinquent principal balance.

Sewer Operating Expenses – We are slightly ahead (73.64%) with last year (72.29%) and under budget. For the Sewer Fund, some expenses will be reimbursed by the General Fund in December.

Interfund Transfers – There will be a transfer of \$450,000 made from Sewer Operating to the Sewer Capital Fund in December of this year.

Ending Cash Balance – Please see attached Cash Statement as of **October 31, 2023**.

<i>October 31, 2023</i>	<i>October 31, 2022</i>
\$1,818,674.45	\$2,087,263

Capital Reserve Fund

Ending Cash Balance – Please see attached Cash Statement as of **October 31, 2023**.

<i>October 31, 2023</i>	<i>October 31, 2022</i>
\$1,112,696	\$2,046,278

Debt Service Fund

Debt Service Expenses – We are on pace (51.34%) with last year’s pace of (53.50) and slightly under budget.

Whitpain Township

Treasurer's Report

		For the Month Ended 10/31/2023				
Department	YTD Actual	Current Year Budget	YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
GENERAL FUND						
REVENUES						
OTHER	(365,319)	700,000	52.19%	0	0	0.00%
REAL ESTATE TAXES	(4,272,221)	4,257,000	100.36%	(4,228,455)	4,543,230	93.07%
TRANSFER TAXES	(482,411)	1,000,000	48.24%	(1,308,724)	1,000,000	130.87%
EARNED INCOME TAXES	(6,598,199)	9,600,000	68.73%	(7,408,781)	8,300,000	89.26%
LOCAL SERVICES TAXES	(662,836)	900,000	73.65%	(658,377)	880,000	74.82%
CABLE FRANCHISE FEES	(228,689)	450,000	50.82%	(235,690)	450,000	52.38%
OTHER	(665)	800	83.13%	(1,200)	1,007,418	0.12%
STATE AID-PENSIONS	(594,445)	554,308	107.24%	(512,865)	542,312	94.57%
LICENSES, PERMITS & FEES	(378,534)	389,500	97.18%	(364,536)	348,180	104.70%
PARK & RECREATION FEES	(532,203)	541,000	98.37%	(543,061)	454,500	119.49%
TOTAL GENERAL FUND REVENUES	(13,750,203)	17,692,608	77.72%	(15,261,688)	17,525,640	87.08%
SALARIES						
OFFICIALS	15,469	20,625	75.00%	15,469	20,625	75.00%
EXECUTIVE	566,481	669,365	84.63%	538,344	644,187	83.57%
FINANCE	233,892	278,348	84.03%	221,199	267,357	82.74%
TAX COLLECTION	30,174	35,000	86.21%	29,669	35,000	84.77%
INFORMATION TECHNOLOGY	138,912	166,572	83.39%	128,538	158,627	81.03%
ENGINEERING	307,010	323,519	94.90%	295,311	311,170	94.90%
PUBLIC WORKS	1,200,022	1,718,422	69.83%	1,127,517	1,519,940	74.18%
POLICE	3,791,882	4,700,950	80.66%	3,421,889	4,613,938	74.16%
FIRE	108,906	155,385	70.09%	109,331	149,041	73.36%
CODE ENFORCEMENT	217,881	286,774	75.98%	191,355	306,658	62.40%
ZONING	11,524	14,324	80.46%	11,043	13,773	80.18%
PARK & RECREATION	344,076	381,394	90.22%	322,786	330,651	97.62%
TOTAL SALARY EXPENSES	6,966,230	8,750,678	79.61%	6,412,451	8,370,967	76.60%
EXPENSES						
SUPERVISORS	62,618	169,598	36.92%	85,328	209,048	40.82%
ADMINISTRATION	418,897	572,997	73.11%	369,275	555,130	66.52%
FINANCE	86,432	101,085	85.50%	81,159	98,392	82.49%
TAX COLLECTION	95,936	126,278	75.97%	101,203	128,707	78.63%
COMPUTER & INFO, SERVICES	168,601	240,053	70.23%	142,752	168,374	84.78%
PLANNING & ENGINEERING	254,888	145,776	174.85%	122,445	134,101	91.31%
BUILDING MAINTENANCE	269,753	358,304	75.29%	208,162	425,269	48.95%

Whitpain Township

Treasurer's Report

Department	For the Month Ended 10/31/2023		YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
	YTD Actual	Current Year Budget				
POLICE EXPENSES	705,782	972,790	72.55%	538,876	700,880	76.89%
FIRE	29,967	53,813	55.69%	37,481	57,248	65.47%
CODE ENFORCEMENT	107,764	170,569	63.18%	127,267	130,911	97.22%
ZONING	36,428	64,983	56.06%	47,681	69,373	68.73%
PUBLIC WORKS ADMINISTRATION	236,450	305,044	77.51%	224,837	320,651	70.12%
PUBLIC WORKS STREET CLEANING	21,864	15,000	145.76%	22,001	15,000	146.68%
PUBLIC WORKS SNOW REMOVAL	307	25,000	1.23%	2,705	25,000	10.82%
PUBLIC WORKS TRAFIC SIGNALS	42,416	92,000	46.10%	59,133	92,000	64.27%
PUBLIC WORKS STREET LIGHTING & MARKING	15,447	23,000	67.16%	18,753	23,000	81.53%
PUBLIC WORKS SIDEWALKS & CURBS	17,844	547,027	3.26%	146,423	178,915	81.84%
PUBLIC WORKS STORM SEWER MAINTENANCE	17,227	160,000	10.77%	25,015	160,000	15.63%
PUBLIC WORKS EQUIPMENT MAINTENANCE	112,466	272,274	41.31%	142,002	258,126	55.01%
PUBLIC WORKS ROAD MAINTENANCE	458,018	730,000	62.74%	532,481	518,500	102.70%
RECREATION AND ADMINISTRATION	48,780	65,826	74.10%	94,175	125,205	75.22%
RECREATION AND PROGRAMS	282,984	311,917	90.72%	227,850	311,475	73.15%
PUBLIC WORKS PARK MAINTENANCE	418,141	515,483	81.12%	252,465	398,531	63.35%
TRANSFERS OUT	0	1,500,000	0.00%	0	3,750,000	0.00%
OVERTIME						
POLICE	62,658	111,971	55.96%	63,872	107,664	59.33%
SEWER	8,008	21,039	38.06%	8,357	15,457	54.07%
PW SNOW REMOVAL	182	31,426	0.58%	13,995	30,963	45.20%
PW ROAD MAINTENANCE	3,459	7,856	44.03%	1,942	7,390	26.28%
TOTAL OVERTIME EXPENSES	74,306	172,292	43.13%	88,166	161,474	54.60%

Whitpain Township

Treasurer's Report

		For the Month Ended 10/31/2023				
Department	YTD Actual	Current Year Budget	YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
HEALTH INSURANCE						
SUPERVISORS	30,875	40,000	77.19%	0	40,000	0.00%
GROUP HEALTH BENEFITS	117,271	178,000	65.88%	95,679	94,869	100.85%
FINANCE	17,481	41,000	42.64%	33,978	41,411	82.05%
INFORMATION TECHNOLOGY	42,751	36,094	118.44%	29,082	36,094	80.57%
ENGINEERING	107,437	102,098	105.23%	99,313	102,098	97.27%
POLICE	865,123	598,494	144.55%	831,698	1,000,225	83.15%
FIRE	52,075	36,000	144.65%	34,439	35,966	95.75%
CODE ENFORCEMENT	61,903	60,000	103.17%	54,019	59,554	90.71%
ZONING	2,929	3,424	85.54%	2,713	3,424	79.24%
SEWER	146,888	280,000	52.46%	148,116	240,164	61.67%
PUBLIC WORKS ADMINISTRATION	474,439	615,000	77.14%	435,745	514,818	84.64%
RECREATION ADMINISTRATION	62,841	75,196	83.57%	66,668	75,196	88.66%
TOTAL HEALTH INSURANCE EXPENSES	1,982,013	2,065,306	95.97%	1,831,451	2,243,819	81.62%
PENSIONS						
NON-UNIFORM	280,515	344,558	81.41%	320,298	400,940	79.89%
DEFINED CONTRIBUTION PLAN	112,611	147,411	76.39%	94,067	142,830	65.86%
POLICE	600,000	824,288	72.79%	646,638	739,965	87.39%
SEWER	41,765	101,000	41.35%	43,819	100,235	43.72%
TOTAL PENSION EXPENSES	1,034,890	1,417,257	73.02%	1,104,821	1,383,970	79.83%
SEWER FUND						
REVENUES						
SEWER RENT - CURRENT	(3,705,863)	3,700,000	100.16%	(3,596,804)	3,750,000	95.91%
SEWER RENT - PEN & INT	(30,576)	35,000	87.36%	(31,741)	30,000	105.80%
TOTAL SEWER CHARGES	(3,736,439)	3,735,000	100.04%	(3,628,545)	3,780,000	95.99%
EXPENSES						
TRANSFERS OUT	0	0	0.00%	0	0	0.00%
SEWER SALARIES	464,161	905,960	51.23%	466,364	791,636	58.91%

Whitpain Township

Treasurer's Report

		For the Month Ended 10/31/2023				
Department	YTD Actual	Current Year Budget	YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
DEBT SERVICE FUND						
EXPENSES						
DEBT PRINCIPAL	324,000	324,000	100.00%	307,000	307,000	100.00%
DEBT PRINCIPAL 2019 BOND PROJECTS	0	27,512	0.00%	0	10,000	0.00%
DEBT PRINCIPAL CAPITAL PROJECTS	0	305,000	0.00%	0	295,000	0.00%
DEBT INTEREST	87,599	101,972	85.91%	102,507	120,026	85.40%
DEBT INTEREST 2019 BOND PROJECTS	116,100	262,307	44.26%	116,325	232,650	50.00%
DEBT INTEREST CAPITAL PROJECTS	20,573	41,145	50.00%	23,523	47,045	50.00%
DEBT INTEREST 2020 BOND PROJECTS	114,301	228,602	50.00%	114,631	229,262	50.00%
TOTAL DEBT SERVICE EXPENSES	662,572	1,290,538	51.34%	663,985	1,240,983	53.50%

Whitpain Township

Operating Expense Report

Department	For the Month Ended 10/31/2023		YTD Actual to Budget (%)	Prior YTD Actual	Prior Year Budget	Prior YTD Actual to Budget (%)
	YTD Actual	Current Year Budget				
OTHER	0	60,069	0.00%	0	60,455	0.00%
SUPERVISORS	108,961	230,223	47.33%	100,797	269,673	37.38%
ADMINISTRATION	1,495,775	1,912,331	78.22%	1,417,663	1,837,956	77.13%
FINANCE	337,805	420,433	80.35%	336,336	407,160	82.61%
TAX COLLECTION	126,110	161,278	78.19%	130,872	163,707	79.94%
LEGAL	219,653	350,000	62.76%	171,344	400,000	42.84%
INFORMATION TECHNOLOGY	350,264	442,719	79.12%	300,373	363,095	82.73%
PLANNING & ENGINEERING	669,335	571,393	117.14%	517,069	547,369	94.46%
PUBLIC WORKS	3,288,034	5,415,836	60.71%	3,213,178	4,488,104	71.59%
POLICE	6,025,446	7,208,493	83.59%	5,502,973	7,162,672	76.83%
FIRE	190,948	245,198	77.88%	181,251	242,255	74.82%
CODE ENFORCEMENT	387,548	517,343	74.91%	372,641	497,123	74.96%
ZONING	50,881	82,731	61.50%	61,438	86,570	70.97%
SEWER	2,868,593	3,895,470	73.64%	2,682,622	3,710,792	72.29%
PARK AND RECREATION	738,681	834,333	88.54%	711,478	842,527	84.45%
TOTAL OPERATING EXPENSES	16,858,035	22,347,850	75.43%	15,700,034	21,079,458	74.48%

OCTOBER 31, 2023

ACCOUNT	PURCHASE DATE	DUE DATE	PRINCIPAL	INVESTED WITH	INTEREST RATE	TOTAL
GENERAL FUND	VARIOUS	OPEN	1,594,677	PLGIT	5.16	1,594,677.27
	VARIOUS	OPEN	7,757	PLGIT PLUS	5.26	7,757.22
	VARIOUS	OPEN	20,068	PLGIT PR	5.16	20,067.83
	VARIOUS	OPEN	4	PLGIT PR PLUS	5.26	3.74
	VARIOUS	OPEN	11,421,175	TD GENERAL FUND	2.48	11,421,175.23
	VARIOUS	OPEN	94,030	TD-E PAYMENTS	2.48	94,029.96
	VARIOUS	OPEN	5,199	TD-PR	2.48	5,198.62
	VARIOUS	OPEN	11,648	PLGIT PROCUREMENT	5.16	11,647.71
	VARIOUS	OPEN	1,876	DRUG ENFORCEMENT	2.48	1,876.19
	VARIOUS	OPEN	605,799	OPERATING RESERVE	2.48	605,798.92
	VARIOUS	OPEN	1,369	POLICE SPECIAL EQUIPMENT	2.48	1,368.96
FIRE CAPITAL FUND	VARIOUS	OPEN	5,915	PLGIT - ARBITRAGE	5.25	5,914.97
DEBT SERVICE	VARIOUS	OPEN	1,157,829	TD BANK	2.48	1,157,828.55
FIRE PROTECTION TAX	VARIOUS	OPEN	550,417	TD BANK	2.48	550,416.89
FIRE CAPITAL FUND	VARIOUS	OPEN	431,202	TD BANK	2.48	431,201.80
FIRE HYDRANT	VARIOUS	OPEN	479,178	TD BANK	2.48	479,177.74
CAPITAL RESERVE	VARIOUS	OPEN	1,112,696	TD BANK	2.48	1,112,696.11
CAPITAL RES - SIDEWALK GRANT	VARIOUS	OPEN	201,013	TD BANK	2.48	201,013.45
MANOR HOUSE	VARIOUS	OPEN	727,768	TD BANK	2.48	727,767.53
OPEN SPACE ACQUISITION	VARIOUS	OPEN	49,778	TD BANK	2.48	49,778.43
OPEN SPACE RESERVE	VARIOUS	OPEN	219,789	TD BANK	2.48	219,789.16
HIGHWAY AID FUND	VARIOUS	OPEN	146,224	TD BANK	2.48	146,223.60
POLICE MED INS RETIREE	VARIOUS	OPEN	648,257	TD BANK	2.48	648,256.64
NON UNIFORM MED INS RETIREE	VARIOUS	OPEN	65,222	TD BANK	2.48	65,222.43
ESCROW	VARIOUS	OPEN	5,771,914	TD BANK	2.48	5,771,913.98
RESERVE FOR OUTFALL STORM WT	VARIOUS	OPEN	65,072	TD BANK	2.48	65,071.56
FEE-IN-LIEU OF STORMWATER MNT	VARIOUS	OPEN	149,268	TD BANK	2.48	149,267.70
TRAFFIC IMPROVEMENTS	VARIOUS	OPEN	897,738	TD BANK	2.48	897,738.11
SEWER FUND	VARIOUS	OPEN	315,107	PLGIT PLUS	5.26	315,107.23
	VARIOUS	OPEN	1,818,674	TD BANK	2.48	1,818,674.45
SEWER CAPITAL	VARIOUS	OPEN	332,034	TD BANK	2.48	332,033.64
2019 BOND ISSUE-SEWER CAPITAL	5/30/2019	OPEN	451,805	TD BANK	2.48	451,805.28
2019 BOND ISSUE-PARK & OPEN SPACE	5/30/2019	OPEN	1,575	TD BANK	2.48	1,574.51
2019 BOND ISSUE-RACP GRANT	5/30/2019	OPEN	1,026,863	TD BANK	2.48	1,026,863.23
2019 BOND ISSUE - CAPITAL RESERVE	5/30/2019	OPEN	530,340	TD BANK	2.48	530,339.84
2020 BOND ISSUE - CAPITAL RESERVE	8/27/2020	OPEN	1,336,269	TD BANK	2.48	1,336,268.71
2020 BOND ISSUE - OPEN SPACE	8/27/2020	OPEN	8,513	TD BANK	2.48	8,513.14
2020 BOND ISSUE - SEWER CAPITAL	8/27/2020	OPEN	1,294,125	TD BANK	2.48	1,294,124.82
COMMUNITY CENTER - TD BANK	12/22/2022	OPEN	44,411	TD BANK	2.48	44,411.00
COMMUNITY CENTER - UNIVEST	3/23/2023	OPEN	5,157,979	UNIVEST	5.64	5,157,979.14
COMMUNITY CENTER - PLGIT	3/14/2023	OPEN	5,122,979	PLGIT	5.51	5,122,979.10
October 31, 2022				PLGIT-change effective 10/1/23	5.16	
General Fund TD Bank	\$12,774,284.48			PLGIT PLUS-change effective 10/1/23	5.26	
General Fund PLGIT	\$1,773,358.06			TD BANK-change effective 9/1/23	2.48	
Sewer TD Bank	\$2,087,262.62			PLGIT - Community Ctr	5.51	
Sewer PLGIT	\$300,642.12			UNIVEST - Community Ctr	5.64	
Capital Reserve TD Bank	\$2,046,278.30					