

UPPER UWCHLAN TOWNSHIP
CHESTER COUNTY
COMMONWEALTH OF PENNSYLVANIA

2017 Budget



Budget Workshops – October 11 &
November 7, 2016

Advertised – November 14, 2016

Approved – Monday, December 19, 2016

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Upper Uwchlan Township
Pennsylvania**

For the Fiscal Year Beginning

January 1, 2016

Executive Director

ABOUT UPPER UWCHLAN TOWNSHIP.....



**Location of Chester County
shown in red on map of Pennsylvania**

Upper Uwchlan Township is one of 73 municipalities that comprise Chester County, Pennsylvania, located in the northern part of the county. Chester County was one of the three original Pennsylvania counties created by William Penn in 1682. (*Philadelphia and Bucks Counties are the other two*). Chester County is the highest-income county in Pennsylvania and ranks as the 24th highest in the United States as measured by median household income in the 2010 census.

Historically, the location of Chester County, lying between Philadelphia and the Susquehanna River, attributed to its growth. The first road towards the “west” (meaning Lancaster County) passed through the central part of Chester County. This road became known as Lincoln Highway and later, US Route 30. It is still known today as Lancaster Avenue in most of the Chester County towns it runs through. The first railroad (which became the Pennsylvania Railroad) followed a similar route and the Reading railroad followed the Schuylkill River to Reading. Industry was concentrated along the rail lines. The availability of transportation allowed workers to commute to urban jobs and suburbs sprang up in rural areas.

Chester County has fertile soil; rich loam as deep as twenty-four inches thick together with a temperate climate have made it a major agricultural area. Although development in Chester County has increased, agriculture is still a major part of the county’s economy. The number of horse farms is increasing and mushroom farming is a specialty in the southern portion of the county. Chester County is home to the famous Devon Horse Show and Radnor Hunt.

Upper Uwchlan Township was incorporated as a municipality in 1858. The Township contains 12.12 square miles. The main population center of the Township has grown surrounding the historic Eagle Tavern at the intersection of Route 100 and Little Conestoga Road. This area is known as the “Village of Eagle” and remains unincorporated. It is sometimes referred to as “Uwchland, which is the address of the closest Post Office. The name “Uwchland” was the result of a spelling error made by the Postal Service in the 1970’s when it established the 19480 zip code. Much of the area uses a Chester Springs address which has a zip code of 19425.

Route 100 is the only main state route going through Upper Uwchlan Township; it traverses north to south. Route 401 skims the northeastern edge of the township and meets Route 100 in West Vincent Township. There is easy access to Philadelphia and King of Prussia with the Pennsylvania Turnpike/Interstate 76 which cuts through the township, crossing over Route 100 in the far southern section of the township. The Turnpike interchange is located in Uwchlan Township and is only a few minutes from the Village of Eagle. There is no public transportation within the Township.

ABOUT UPPER UWCHLAN TOWNSHIP.....continued

The 2010 census shows that there are 11,227 residents of the Township vs. 6,850 in the census of 2000. The Township experienced significant development during the first decade of this century. There are 3,618 residential dwellings in the Township with a median value of \$420,100. This compares to a median value in Chester County of \$329,700 and \$164,900 in the Commonwealth of Pennsylvania.

The median family income in Upper Uwchlan Township in 2012 was \$163,415 compared to \$104,431 and \$65,980 for Chester County and the Commonwealth of Pennsylvania, respectively. Township residents are well educated. The majority (62.4%) of Township residents are employed in professional occupations, and 22.3% are employed in sales and other office positions.

The ten largest employers in Upper Uwchlan provide approximately 1,300 jobs. Most businesses within the Township are small retail or professional offices.

Marsh Creek State Park is located in Upper Uwchlan and Wallace Townships. It is the location of the 535 acre man-made Marsh Creek Lake which was created when Marsh Creek was dammed in the early 1970's. It has an average depth of 40 feet (73 feet at its deepest); it is stocked with fish and is a stop for migrating waterfowl. Fishing and non-powered or electric powered boats are permitted. A portion of the Park is open to hunting. There are about 12 miles of trails available for equestrian use, hiking and mountain biking around the lake.

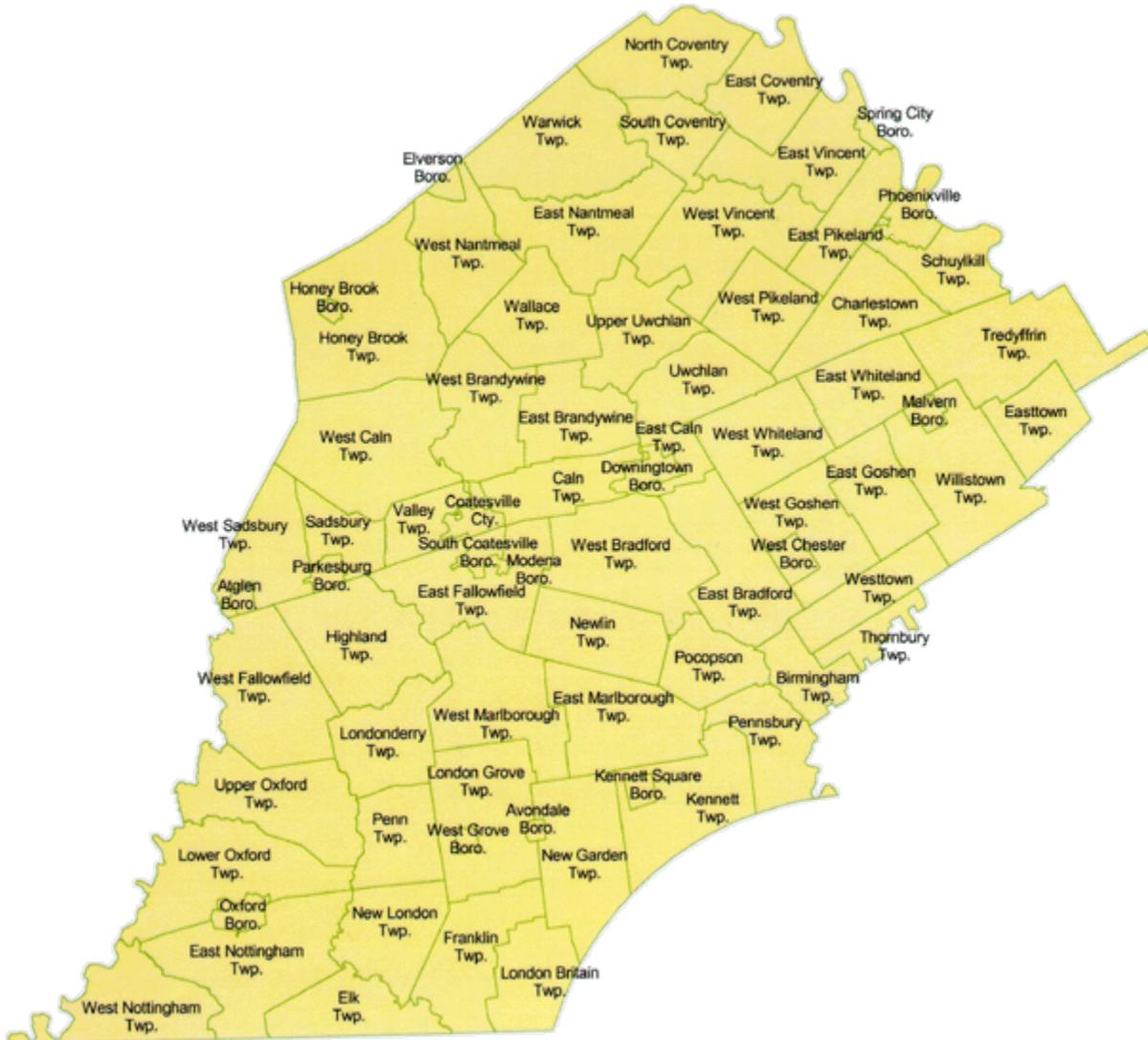
The Township owns over 90 acres of passive and active recreational land in four parks – Upland Farms (56 acres), Hickory Park (32 acres), Fellowship Fields (17 acres) and Larkins Field (7.2 acres). *Refer to the section on "Township Parks" for more information.*

Upper Uwchlan Township has its own police force and is served by four fire companies from surrounding Townships and three EMT organizations.

Each year, on the Saturday before Father's Day, the Township holds a "Block Party" during which a portion of Route 100 is closed to hold the event. Local vendors participate in this street fair and there are many activities for families with young children. Fireworks cap off the evening.

Please refer to the map of Chester County on the next page for the location of Upper Uwchlan Township in the northern central part of the county.

MAP OF CHESTER COUNTY MUNICIPALITIES



BOARD OF SUPERVISORS FIVE-YEAR GOALS FOR 2017 – 2021

Health and Safety

- Provide customer based, proactive, responsive law enforcement by an accredited law enforcement agency
- Maintain and support a high quality emergency response system
- Continued investment in social and recreational opportunities for our residents
- Maintain the quality of life and the health, safety, and welfare through the administration of all applicable codes, regulations and standards to include, but not limited to: Township codes, building codes, the property management code, and the International Fire Code

Thriving Local Economy

- Invest in, maintain, and manage vehicular and pedestrian networks
- Encourage economic vitality through appropriate zoning, land development, and infrastructure improvement

Protect Natural Resources and Systems – Marsh Creek and Pickering Creek Watersheds

- Continue the public sanitary sewer expansion, as outlined in the Township’s approved ACT 537 plan.
- Protect the local watershed by appropriately managing storm water infrastructure via the development and management of a Water Resource Protection program
- Continued collaboration on projects such as the Brandywine Creek Greenway

Inclusive Government

- Significantly increase citizen understanding, access to and participation in Upper Uwchlan Township local government
- Participation and dissemination of information via various social media outlets

Effective and Efficient Township Services

- Define levels of service for township services: benchmark services against comparable municipalities and scrutinize the current processes to maximize efficiency
- Become a vision and goal-driven organization that is accountable to the residents of the Township
- Protect and preserve investment in public facilities
- Continue to identify and employ technological advances to promote access, maximize efficiencies and increase productivity of employees



UPPER UWCHLAN TOWNSHIP

MEMORANDUM

ADMINISTRATION

TO: Board of Supervisors

FROM: Cary B. Vargo
Township Manager

RE: 2017 Budget Message

DATE: November 16, 2016

2017 Budget Message

Introduction

I am pleased to present the Township's proposed 2017 budget for your review and consideration. Township staff continue to draft the budget based on prudent revenue projections balanced with the delivery of core services such as police, public works, building/codes, solid waste and recycling services, fire/emergency medical services, storm water management, traffic management, parks and recreation, and planning and zoning. The Township has seen a significant increase in activity in budget year 2016 in areas such as conditional use applications, sub-division and land development applications, building permit applications, and all of the associated activity such as engineering reviews, inspections, etc. This increased activity is expected to continue through budget year 2017 in both the residential, retail, and commercial sectors. All of this activity was both expected and planned for in the applicable Township planning documents such as the Comprehensive Plan, the ACT 537 Sewage Facilities Plan, and the various ACT 209 transportation related planning documents. This prudent pre-planning has allowed to the Township to respond appropriately to growth.

2016 in Review

The 2016 budget year brought continued capital infrastructure improvement in and around the Township. This activity included the completion of the construction of

the Little Conestoga Road Wastewater Pump Station and force main, the construction of the Phase II Sewer Expansion Project in Eagle Manor, Windsor Place, and Heather Hills, the construction of Darrell Drive (roadway connecting Little Conestoga Road and Pottstown Pike – S.R. 0100), the completion of the development of Upland Farms Park, the paving of the lower parking lot at Fellowship Fields, and the re-paving of the Hickory Park parking lot, along with many other smaller improvements directly related to ongoing maintenance and operation of our facilities.

The Township continues to plan in an effort to be prepared for more stringent, quickly approaching regulatory mandates such as the continued evolution of the [MS4 Stormwater Management Program](#), a program administered by the [Environmental Protection Agency \(EPA\)](#) and the [Pennsylvania Department of Environmental Protection \(PADEP\)](#). Budget year 2016 saw the completion of Phase II of the development of a Water Resource Protection Program. This program will ultimately provide resources to the Township to address regulatory mandates, water quantity issues (flooding), and ensure and improve water quality in both the Township and regionally. Next steps in this development process include the formation of a community stakeholder group that will assist in the third and final phase of program development. Additional information on these efforts, goals, objectives, accomplishments, etc. can be found in the Water Resource Protection Fund section of the 2017 budget.

Plans for Phase I of the Village Transportation Improvement Project have been finalized and the project was put out to bid in November of 2016. Phase I includes two separate trail segments (1) a trail extension connecting Upland Farms to Eagle Village at Pottstown Pike and Park Road and (2) a trail extension that will complete the connection from Darrell Drive at Little Conestoga Road to Eagle Village at Park Road. The Township has fully funded design, engineering, and permitting and will fund management and inspection activity. Construction is being funded by a \$560,000 transportation grant. Construction is expected to begin in the spring of 2017.

Township debt service remains low, currently at approximately \$466,829, all of which was incurred for the purchase of the much needed public works facility (2011), the sports lighting at Fellowship Fields (2011), and the construction of Graphite Mine Road. This existing debt service is expected to be fully extinguished in 2018. The Township issued \$6 million in general obligation debt for the purposes of funding a proportionate share of the construction of the 300,000 gallon per day wastewater

treatment plant (Phase II of the Route 100 plant) and the construction of the Little Conestoga Road Pump Station and force main. This \$6 million in debt is self-liquidating with debt service being funded by user fees paid to the Upper Uwchlan Township Municipal Authority.

With the continued guidance and direction of our elected officials, and with the dedication of all of our volunteers and staff, the Township has, is, and continues to be financially healthy with no tax or service fee increases necessary. As stated annually, the Township's success is a direct result of dedicated elected officials, volunteers, and staff. Township employees continue to deliver day to day services with the utmost professionalism. I thank everyone involved in the organization for the hard work and dedication, it is greatly appreciated!

Revenue

The major sources of revenue are the earned income tax (EIT), the solid waste and recycling fee, and the property tax. Earned income revenue continues to trend upward thanks to a continued stronger economy, advantageous demographics, and commercial development. The 2017 projected earned income tax reflects a 2% increase over the 2016 budget number with EIT revenue making up approximately 58% of overall Township revenue. Property tax revenue in the 2017 budget continues to be level due to a relatively static overall Township assessed valuation; however, with the significantly increased planning and construction in both the residential and commercial sector, this revenue stream is expected to increase in 2018 and beyond. The property tax makes up approximately 16% of the Township's annual revenue. Other regular revenue sources include the real estate transfer tax 6.0%, cable franchise fees 4.0%, and permit fees 2.6%. Revenue from the real estate transfer tax continues to trend upward on the strength of re-sales within the Township. Strong re-sale revenue is a testament to the easily recognizable quality of life in the community, advantageous geography as compared to employment centers, and an excellent school district – Downingtown Area School District.

Operating Budget

The Township's proposed 2017 General Fund operating budget is **\$5,551,499**, before operating transfers used to fund capital projects in the community. This budget

includes all operational costs for Township Administration, Police Department, Public Works Department, Building/Codes Department, Parks and Recreation, Fire and Emergency Medical Services, General Planning and Zoning, and the operation of our various Boards and Commissions. The Operating Budget has increased due to the addition of an Assistant Township Manager position and an increase of 0.5 FTE's within the Finance Department. Both of these additions are in response to increased activity and service delivery needs within the Township with expected responsibilities and long-term costs being considered in the long-term and deemed sustainable.

Liquid Fuels Budget

The proposed 2017 Liquid Fuels Budget is **\$369,000**. This budget is used for snow/ice control and roadway repair and paving activities. The Public Works Department has set a goal to repair and re-pave Township roadways every 18 years, or approximately 2.7 miles of roadway annually. Revenue in the Liquid Fuels budget is received based upon the Township's population and roadway miles. This figure is expected to increase slightly on an annual basis based on population increases, added roadway miles through dedication, and increased revenue received from the 2014 transportation funding bill.

Capital Reserve Budget

The proposed 2017 Capital Reserve budget totals **\$2,004,081**, which includes \$300,982 in debt service. Significant capital projects/purchases included in the 2017 Capital Budget include: the replacement of one police vehicle, the replacement of a dump truck in the Facilities Division, the addition of a ten wheeled dump truck in Public Works, a five year lease/purchase of a sweeper/vacuum truck for the Water Resource Protection Program, the construction of Phase I of the Eagle Village Trail Improvements, final design and right of way acquisition for Phase IV of the Park Road Trail, and the design of a building expansion serving both Administration and the Police Department at 140 Pottstown Pike. Total capital expenditures will be offset by a \$560,000 Federal grant for the construction of Phase I of the Eagle Village Trail improvements.

Water Resource Protection Fund

The goal of the Water Resource Protection Fund is to provide resources to address mandatory regulatory requirements and address both water quantity (flooding) and water quality both within the Township and regionally in the shared watersheds. Budget year 2015 saw the completion of a feasibility study, also known as Phase I of a potential Water Resource Protection Program. Budget year 2016 saw the completion of Phase II or continued program development specific to the protection of water resources and there are now funds allocated for what is expected to be the third and final phase. These efforts are in direct response to significant increases in costs related to the Townships MS4 permit and expected capital expenditures in the area of aging infrastructure designed and installed to mitigate flooding and address water quality. The third and final phase of program development will encourage and allow for a great deal of public input and participation through an expanded stakeholder group, public outreach, and education. The Township will be releasing a great deal of information via multiple forms of media such as mailers, the Township website, news releases, news articles, etc. Expenditures in this fund are expected to increase annually for the next several years and the Township is actively planning accordingly.

Closing

I close my budget message similarly every year; under the continued direction of our elected officials, and with the dedication of our volunteers, staff, and our consultants, the Township continues to actively plan for the future, all the while delivering quality services to our community. The Township is, and will continue to be, financially healthy and sustainable in the long term. It is the goal of all of the dedicated members of Upper Uwchlan Township to continue to provide first rate municipal services while maintaining the long-term financial health of the organization. Continued vigilance and prudent decision making will insure that this trend continues into the future.

Summary of All Funds Presented on the Following Page

2017 Proposed Budget – All Funds

Fund	2016 Budget	2017 Budget	+/- (%)
General Fund	\$5,360,121	\$5,551,499	3.6%
Capital Reserve Fund*	\$2,537,937	\$2,004,081	(21.0%)
Solid Waste Fund	\$827,054	\$834,679	0.9%
Water Resource Protection Fund	\$498,630	\$240,617	(51.7%)
Liquid Fuels Fund	\$369,000	\$369,000	0.0%
ACT 209 Traffic Impact Fee Fund	\$693,158	\$0	(100.0%)
Sewer Fund	\$443,949	\$440,649	0.7%
Total All Budgets	\$10,729,849	\$9,440,525	(12.0%)

*Figure includes annually scheduled debt service payments

Upper Uwchlan Township
Five Year Plan Recap
As of December, 2016

	Actual 2015 (audited)	Actual 2016 (9/30/16)	Budget 2017	Budget 2018	Budget 2019	Budget 2020	Budget 2021
General Fund Net Income before Operating Transfers	\$ 825,901	\$ 995,270	\$ 696,118	\$ 647,405	\$ 627,038	\$ 617,034	\$ 601,680
Solid Waste Fund Net Income before Operating Transfers	273,515	337,527	352,321	199,283	184,934	183,358	178,687
Combined Fund Net Income	1,099,416	1,332,797	1,048,439	846,688	811,972	800,393	780,367
Operating transfers from General Fund:							
To Water Resource Protection Fund	200,000	-	250,000	-	-	-	-
To Capital Fund for Debt Reduction	262,067	-	200,000	225,000	290,000	285,000	290,000
To Capital Fund for Debt Reduction (after 9/30/16)	-	200,000	-	-	-	-	-
To Capital Fund	2,347,109	-	750,000	-	-	-	-
To Developer's Escrow Fund	496	-	-	-	-	-	-
	<u>2,809,672</u>	<u>200,000</u>	<u>1,200,000</u>	<u>225,000</u>	<u>290,000</u>	<u>285,000</u>	<u>290,000</u>
Operating transfers from Solid Waste Fund:							
To Capital Fund for Debt Reduction	-	-	-	150,000	150,000	100,000	100,000
To Capital Fund (after 9/30/16)	-	100,000	-	-	-	-	-
To Capital Fund	175,000	-	350,000	-	-	-	-
	<u>175,000</u>	<u>100,000</u>	<u>350,000</u>	<u>150,000</u>	<u>150,000</u>	<u>100,000</u>	<u>100,000</u>
Total Operating Transfers from General Fund and Solid Waste Fund	2,984,672	300,000	1,550,000	375,000	440,000	385,000	390,000
Net Income after Operating Transfers and Debt Reduction	\$ (1,885,256)	\$ 1,032,797	\$ (501,561)	\$ 471,688	\$ 371,972	\$ 415,393	\$ 390,367

**UPPER UWCHLAN TOWNSHIP
2017 BUDGET
CASH FLOW PROJECTION**

	Actual 2015	Actual 9/30/2016*	Projected 12/31/2016 (3 months)	2017	2018	2019	2020	2021
General Fund								
Beginning General Fund	4,715,449	2,696,254	3,628,916	3,878,916	3,375,034	3,797,439	4,134,477	4,466,511
Accrual adjustment	(31,643)	(62,608)	-	-	-	-	-	-
Revenue	6,026,275	5,038,339	1,000,000	6,247,617	6,320,159	6,394,151	6,469,624	6,546,606
Expense	(5,204,651)	(4,043,069)	(350,000)	(5,551,499)	(5,672,754)	(5,767,113)	(5,852,589)	(5,944,926)
Transfer to Water Resource Protection Fur	(200,000)	-	-	(250,000)	(25,000)	(90,000)	(85,000)	(90,000)
Reduction of long term debt (4Q)	(262,067)	-	(200,000)	(200,000)	(200,000)	-	-	-
Transfer to Capital	(2,347,109)	-	(200,000)	(750,000)	-	(200,000)	(200,000)	(200,000)
Ending General Fund Cash	2,696,254	3,628,916	3,878,916	3,375,034	3,797,439	4,134,477	4,466,511	4,778,191
Solid Waste Fund								
Beginning Solid Waste Cash:	371,282	487,221	794,309	519,309	521,630	570,913	605,846	689,204
Accrual adjustment	17,425	(30,439)	-	-	-	-	-	-
Revenue	1,093,938	926,485	20,000	1,187,000	1,045,600	1,045,800	1,049,000	1,049,200
Expense	(820,424)	(588,958)	(195,000)	(834,679)	(846,317)	(860,866)	(865,642)	(870,513)
Reduction of long term debt (4Q)	-	-	-	-	-	-	-	-
Transfer to Capital	(175,000)	-	(100,000)	(350,000)	(150,000)	(150,000)	(100,000)	(100,000)
Ending Solid Waste Fund Cash	487,221	794,309	519,309	521,630	570,913	605,846	689,204	767,892
Liquid Fuels								
Beginning Liquid Fuels Cash:	306,331	253,886	366,730	358,890	377,217	433,544	489,871	536,198
Accrual adjustment	-	(3,935)	-	-	-	-	-	-
Revenue	326,340	377,368	160	387,327	402,327	417,327	432,327	447,327
Expense	(378,785)	(260,589)	(8,000)	(369,000)	(346,000)	(361,000)	(386,000)	(386,000)
Transfer from General Fund	-	-	-	-	-	-	-	-
Ending Liquid Fuels Fund Cash	253,886	366,730	358,890	377,217	433,544	489,871	536,198	597,525
Act 209 Fund								
Beginning Act 209 Fund Cash:	523,514	524,030	291,987	291,987	337,884	338,184	338,484	338,784
Accrual adjustment	-	-	-	-	-	-	-	-
Revenue	516	338,052	-	45,897	300	300	300	300
Expense	-	(570,095)	-	-	-	-	-	-
Ending Act 209 Fund Balance Cash	524,030	291,987	291,987	337,884	338,184	338,484	338,784	339,084
Water Resource Protection Fund								
Beginning Storm Water Mgt Fund Cash:	111,738	240,429	189,269	179,274	438,757	306	3,175	1,044
Accrual adjustment	-	1,335	-	-	-	-	-	-
Revenue	13,879	83	5	250,100	376,820	753,140	753,140	753,140
Expense	(85,188)	(52,578)	(10,000)	(240,617)	(840,271)	(840,271)	(840,271)	(840,271)
Transfer from General Fund	200,000	-	-	250,000	25,000	90,000	85,000	90,000
Transfer from Municipal Authority	-	-	-	-	-	-	-	-
Ending Water Resource Protection Fund i	240,429	189,269	179,274	438,757	306	3,175	1,044	3,913
Sewer Fund								
Beginning Sewer Fund Cash:	6,004,752	3,965,404	757,387	557,479	6,480	5,480	4,481	3,481
Accrual adjustment	-	39,367	-	-	-	-	-	-
Principal payments on GO Bonds	(165,000)	-	(170,000)	(170,000)	(175,000)	(185,000)	(190,000)	(195,000)
Interest income	5,919	2,818	900	200	200	200	200	200
Interest expense	(199,612)	(98,981)	(98,981)	(194,563)	(189,463)	(184,213)	(176,813)	(173,013)
Revenue - from Municipal Authority	364,613	98,981	268,981	364,563	364,463	369,213	366,813	368,013
Other cash receipts	-	347,301	-	-	-	-	-	-
Expense	(45,268)	2,497	(808)	(1,200)	(1,200)	(1,200)	(1,200)	(1,200)
Transfer from General Fund	-	-	-	-	-	-	-	-
Transfer to/from Municipal Authority	(2,000,000)	(3,600,000)	(200,000)	(550,000)	-	-	-	-
Ending Sewer Fund Balance Cash	3,965,404	757,387	557,479	6,480	5,480	4,481	3,481	2,482

**UPPER UWCHLAN TOWNSHIP
2017 BUDGET
CASH FLOW PROJECTION**

	Actual 2015	Actual 9/30/2016*	Projected 12/31/2016 (3 months)	2017	2018	2019	2020	2021
Capital Fund								
Beginning Capital Fund Cash:	677,261	2,035,989	1,236,007	1,526,148	1,390,067	1,403,028	1,704,818	1,951,608
Accrual adjustment	168,369	(165,585)	-	-	-	-	-	-
Transfers from/(to):								
General Fund	2,609,176	-	400,000	950,000	225,000	290,000	285,000	290,000
Solid Waste	175,000	-	100,000	350,000	150,000	150,000	100,000	100,000
Act 209 Fund	-	(270,000)	-	-	-	-	-	-
Sale of fixed assets	40,722	2,970	-	5,000	(5,000)	(5,000)	(5,000)	(5,000)
Interest	1,177	2,884	141	3,000	3,000	3,000	3,000	3,000
Other income	1,199	103,950	-	560,000	8,000	8,000	8,000	8,000
Township properties:								
Township building	(10,995)	(5,590)	-	-	-	-	-	-
Public Works building	(2,230)	-	-	-	-	-	-	-
Milford Road property	(6,750)	-	-	-	-	-	-	-
Township - general items	-	(23,030)	-	(206,200)	(10,000)	(10,000)	(10,000)	(10,000)
Police Vehicles	(40,520)	(28,573)	-	(38,156)	(40,000)	(40,000)	(40,000)	(40,000)
Police - Other Capital Purchases	-	-	-	(30,000)	-	-	-	-
Purchase Codes Dept. vehicle	-	(24,902)	-	-	-	-	-	-
Public Works Equipment/truck	(315,827)	(52,552)	-	(240,401)	-	-	-	-
Parks:								
General	(29,042)	(24,660)	-	(89,782)	(15,000)	(15,000)	(15,000)	(15,000)
Hickory Park	(51,019)	(21,350)	-	(55,000)	(5,000)	(5,000)	(5,000)	(5,000)
Fellowship Fields - fieldhouse	(181,492)	(109,694)	-	(17,000)	(15,000)	(15,000)	(15,000)	(15,000)
Upland Farms	(239,377)	(16,263)	(10,000)	(33,800)	(15,000)	(15,000)	(15,000)	(15,000)
Larkins Field	(9,284)	-	-	-	-	-	-	-
Village of Eagle Pocket Park	(7,500)	(12,498)	-	(10,000)	-	-	-	-
Park Road Trail - Phase IV	(36,196)	(107,776)	-	(250,000)	-	-	-	-
Eagle Village Trail Extension	(101,150)	-	-	(633,760)	-	-	-	-
Traffic Signals - Fellowship Rd & Route 40	(188,099)	-	-	(99,000)	-	-	-	-
Emergency Management	(27,528)	-	-	-	-	-	-	-
Expenses-Principal & Interest	(389,906)	(47,313)	(200,000)	(300,982)	(268,039)	(44,210)	(44,210)	(44,210)
Ending Capital Fund Cash	2,035,989	1,236,007	1,526,148	1,390,067	1,403,028	1,704,818	1,951,608	2,203,398

Beginning Cash UUT	6,593,837	5,997,380	6,317,948	6,575,249	6,001,832	6,543,107	7,273,496	7,982,306
Ending Cash UUT	5,997,380	6,317,948	6,575,249	6,001,832	6,543,107	7,273,496	7,982,306	8,686,089

Upper Uwchlan Township
Budget - 2017

Projected Changes in Fund Balances

	General Fund	Solid Waste Fund	Capital Fund	Act 209 Fund	Liquid Fuels Fund	Water Resource Protection Fund	Sewer Fund	Total
Fund Balance, December 31, 2015	\$ 2,822,110	\$ 489,483	\$ 1,861,462	\$ 524,030	\$ 248,618	\$ 240,429	\$ 8,250,410	\$ 14,436,542
Net income through Sept. 30, 2016 <i>(excludes transfers in/out)</i>	995,270	337,527	(364,395)	(502,043)	116,100	(52,495)	(44,175)	485,788
<u>Transfers through Sept. 30, 2016:</u>								
To Capital Fund	-			-	-	-	-	-
To Act 209			(270,000)	270,000				
To Water Resource Protection Fund	-	-	-	-	-	-	-	-
To Municipal Authority - construction							(3,600,000)	(3,600,000)
<u>Planned transfers through Dec. 31, 2016</u>								
To Capital Fund	(200,000)	(100,000)	-	-	-	-	-	(300,000)
To Capital Fund - debt reduction	(200,000)	-	-	-	-	-	-	(200,000)
To Water Resource Protection Fund	-	-	-	-	-	-	-	-
To Municipal Authority - construction								-
Projected net income (loss) - 4Q 2016	200,000	(150,000)	(406,000)	107,480	73,000	(10,000)	2,556	(182,964)
Projected Fund Balance, December 31, 2016	\$ 3,617,380	\$ 577,010	\$ 821,067	\$ 399,467	\$ 437,718	\$ 177,934	\$ 4,608,791	\$ 10,639,366
Fund balance retention - per policy at 35%	\$ 1,266,083							
Fund Balance, December 31, 2016	3,617,380	577,010	821,067	399,467	437,718	177,934	4,608,791	10,639,366
Budgeted net income	696,118	352,321	568,000	45,897	18,327	9,483	(275,886)	1,414,259
<u>Transfers budgeted:</u>								
To Capital Fund	(750,000)	(350,000)	1,100,000	-	-	-	-	-
To Capital Fund - debt reduction	(200,000)	-	200,000	-	-	-	-	-
To Water Resource Protection Fund	(250,000)	-	-	-	-	250,000	-	-
To Municipal Authority - construction	-	-	-	-	-	-	-	-
Municipal Authority - transfer of new construction	-	-	-	-	-	-	-	-
To Act 209 Fund	-	-	-	-	-	-	-	-
Projected Fund Balance, December 31, 2017	\$ 3,113,498	\$ 579,331	\$ 2,689,067	\$ 445,364	\$ 456,045	\$ 437,417	\$ 4,332,904	\$ 12,053,626

DESCRIPTION OF THE TOWNSHIP'S FUND STRUCTURE

Upper Uwchlan Township uses several Funds to account for its fiscal transactions. Each Fund is a separate accounting and reporting entity. As such, its assets will equal the total of its liabilities and fund balance (also known as net assets or equity). In governmental accounting, funds are classified as **governmental funds, proprietary funds** or **fiduciary funds**.

Governmental funds account for the activities of the Township that are not considered proprietary (business-type) or fiduciary. There are two types of proprietary funds – enterprise funds and internal service funds. The Township's proprietary funds are **enterprise funds** - they operate in a manner similar to a private business. Their intent is to recover the costs of providing services to the general public on a continuing basis through user fees. Fiduciary funds account for "other people's money" that the Township is responsible for. The Township does not have any internal service funds at this time.

The budgetary funds and their descriptions are as follows:

GOVERNMENTAL FUNDS

General Fund – The *General Fund* is the Township's main operating fund. The *General Fund* is used to account for and report all financial resources not accounted for and reported in another fund, either by law or Generally Accepted Accounting Principles (GAAP). All of the Township's real estate property taxes and earned income tax revenues are receipted into the *General Fund*. The majority of Township expenditures are made from the General Fund, including salaries and all employment benefits for Township employees.

Solid Waste Fund – The *Solid Waste Fund* is a special revenue fund which is used to account for all revenues and expenses related to the collection of trash and recycling in the Township. This Fund was created as of January 1, 2012 and was separated from the General Fund at that time. The main source of revenue consists of solid waste payments made by residents. The primary expenditures are payments to A. J. Blosenski for trash collection, as well as payments made to the Chester County Solid Waste Authority for tipping fees for disposal of solid waste at its location.

Capital Projects Fund – The *Capital Projects Fund* is a governmental fund that is used to account and report on financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets. The *Capital Projects Fund* receives its revenue from inter-fund transfers from the General Fund and/or Solid Waste Fund or from grants. Payments on the Township's debt are made from the *Capital Projects Fund*.

NON-MAJOR GOVERNMENTAL FUNDS

Liquid Fuels Fund – The *Liquid Fuels Fund* is a special revenue fund which is used to account for all revenues and expenses related to Liquid Fuels receipts from the Commonwealth of Pennsylvania. The *Liquid Fuels Fund* is restricted by statute; it can only be used for specific expenses related to the maintenance of roads within the Township. All revenues, except for interest, are received from the Commonwealth from a formula based on the mileage of Township roads and the population of the Township.

Water Resource Protection Fund – originally named *The Storm Water Management Fund*, this Fund was established in 2014 to account for expenses associated with managing, improving and repairing storm water infrastructure throughout the Township.

Act 209 Fund – The *Act 209 Fund* is a special revenue fund which is used to account for all revenues and expenses relating to traffic flow improvement within the Township. All revenues are received from Act 209 Traffic Impact fees for land development projects and from the Commonwealth of Pennsylvania through applicable grants. Expenditures are made for road and bridge improvements as part of the Traffic Impact Project. This fund is legally restricted.

PROPRIETARY FUNDS

Sewer Fund – The *Sewer Fund* was established in 2014 and reports the resources necessary for the operations of the Upper Uwchlan Township Municipal Authority (“Municipal Authority”). The capital assets used by the Municipal Authority in its business (sewer treatment plants, land, pump stations, etc.) are owned by the Township and are leased to the Sewer Authority. In 2014, Upper Uwchlan Township issued General Obligation bonds to finance the construction of Phase II of the Route 100 Wastewater Treatment Plant. The proceeds of the bond offering and all related liabilities and payments to bond holders are recorded in the Sewer Fund.

Sewer Authority – The *Sewer Authority* accounts for the activities of the Upper Uwchlan Township Municipal Authority which operates the Township’s sewer system. As stated above, the capital assets used to operate the sewer system are owned by Upper Uwchlan Township and are leased to the Municipal Authority. The Municipal Authority has a separate five member Board; members are appointed by the Upper Uwchlan Township Board of Supervisors. The budget for the Municipal Authority is not included in this document as it is a separate, stand-alone organization which issues its own set of annual audited financial statements.

FIDUCIARY FUNDS

Developer's Escrow Fund – For large projects, the Township requires developer's to deposit cash with the Township to pay for costs the Township will incur during the process of approving plans for the development. These costs normally consist of consulting fees for engineers or other experts and attorney fees. At the conclusion of the project, any unused funds on deposit are returned to the developer. The *Developer's Escrow Fund* is not included in this budget document. It is included in the annual audited Upper Uwchlan Township Basic Financial Statements.

The Township also has two fiduciary funds – the **Police Pension Plan** and the **Non-Uniform Pension Plan**. ("the plans"). Both plans are managed by an outside administrator and are in the custody of a bank; both were chosen by the Pension Committee (see note below) and approved by the Board of Supervisors. The plans are audited annually and separate audited financial statements are issued. They are not included in this budget document, but are included in the Upper Uwchlan Township Basic Financial Statements.

Note – The Pension Committee members include: one member of the Board of Supervisors, the Township Manager, Township Treasurer, Chief of Police and two members of the Police Department.

BASIS OF ACCOUNTING AND BUDGETING

Basis of Budgeting

All of the funds are budgeted using the modified accrual method of accounting. Modified accrual accounting recognizes revenues when they become measurable and available. **Measurable** means that the dollar amount of the transaction is known. **Available** means that it is collectible within the current period, or soon enough after the end of the current period to pay liabilities of the current period. For this purpose, the Township considers revenues to be available if they are collected within 30 days of the reporting period. Expenditures are generally recorded when a liability is incurred. An exception to this applies to debt service payments and compensated absences which are recorded only when a payment is due.

Accounting Basis

The basis of accounting refers to when revenues and expenditures or expenses are recorded in the accounting records and reported in the financial statements. The Township's basis of accounting is the same as that used for budgeting. Exceptions are as follows:

- Depreciation and amortization, which are considered expenses on the modified accrual basis of accounting are ignored under the budget basis because these items do not require an expenditure of funds. They are not included in the Township's General Fund and all other budgets except the Sewer Fund budget.
- Compensated absences are not budgeted, but will be reflected in the annual financial statements as an expense and liability.
- Principal debt payments are budgeted as an expense in the Capital Fund and are adjusted at year-end against the liability.

BUDGET SCHEDULE

Activity	Recommended Date	Date Required by Statute
Department heads review 2016 actuals in preparation for 2017 budget meetings	August 12, 2016	
Department heads notify Treasurer and Township Manager of any large increases they are submitting in the 2017 Budget (ie – personnel, capital)	August 15, 2016	
Treasurer prepares initial budget worksheet: <ul style="list-style-type: none"> • Estimates revenue based on current year actuals and prior year trends • Estimates salary and benefits based on current staffing levels 	August 15, 2016	
Department heads submit data for 2016/2015 actual performance measures	September 2, 2016	
Department heads meet with Township Manager and Treasurer to review goals for 2016	September 26, 2016	
Treasurer incorporates requests from department heads into budget and updates minor expense line items	September 30, 2016	
Capital budget items are reviewed	October 3, 2016	
Treasurer prepares and delivers the initial 2017 Budget package to the Board of Supervisors for their review	October 7, 2016	
Initial presentation of the 2017 Budget to the Board of Supervisors for the following departments: <i>Executive</i> <i>Police</i> <i>Public Works</i> <i>Water Resource Protection Fund</i> <i>Act 209 Fund</i>	October 11, 2016 (Regular Workshop)	

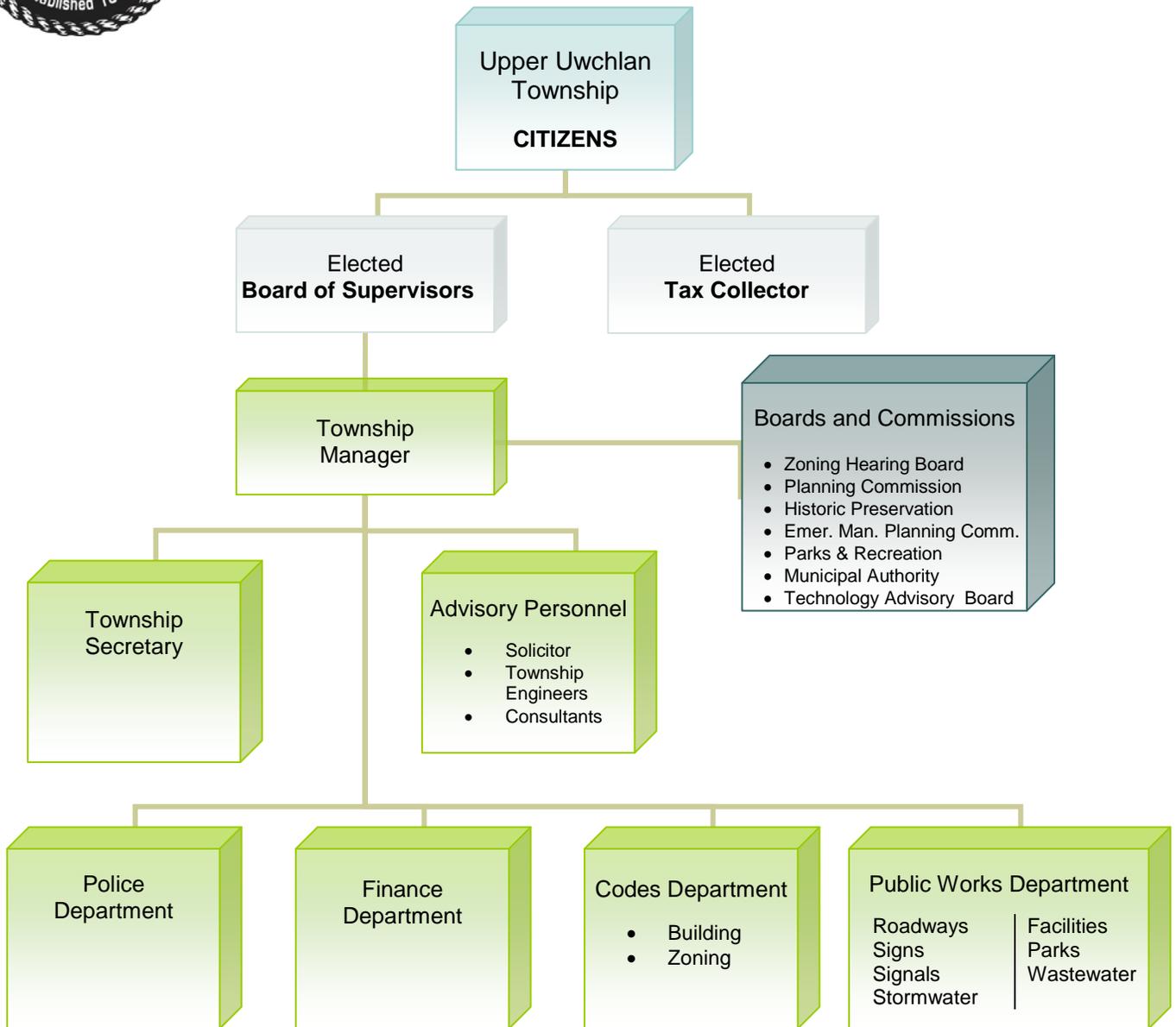
Activity	Recommended Date	Date Required by Statute
Initial presentation, cont'd: <i>Codes</i> <i>Liquid Fuels Fund</i>	October 11, 2016 (Regular Workshop)	
The following departments present their budgets to the Board of Supervisors: <i>General Government</i> <i>Audit & Tax</i> <i>Legal and Computer Engineering</i> <i>Township Properties</i> <i>Parks</i> <i>Planning and Zoning</i> <i>Commissions</i> <i>Other Services</i> <i>Long Term Debt</i> <i>Solid Waste Fund</i> <i>Capital Fund</i> <i>Sewer Fund</i>		
Township Manager requests Supervisors to authorize advertising the budget	November 7, 2016 (<i>Monday</i>)	
Budget is advertised in the Daily Local News as required by Pa. Statute (<i>20 business days prior</i>)	November 14, 2016	November 18, 2016
Supervisors discuss budget, request any final changes	December 13, 2016	
Township Manager presents the final budget to the Supervisors and recommends voting to accept it	December 19, 2016	December 19, 2016

Process for Budget Amendments

The Second Class Township Code of Pennsylvania permits an Adopted Budget to be re-opened and revised during the month of January following the election of any new member of the Board of Supervisors. The amended Budget must be advertised to provide the public with ten (10) days to inspect and review the new Budget prior to its legal adoption. Any amended budget must be adopted by the Board of Supervisors on or before the fifteenth (15th) day of February.



UPPER UWCHLAN TOWNSHIP ORGANIZATIONAL CHART



*EMS and Fire services are provided by the following agencies: Uwchlan Ambulance (Station 87), Lionville Fire Department (Station 47), Ludwig's Corner Fire Department (Station 73), East Brandywine Fire Department (Station 49), and the Glenmoore Fire Department (Station 48)

SUMMARY OF STAFF POSITIONS

	2017	2016	2015
Full Time:			
Executive	6	4	4
Codes Department	3	3	3
Police Department	11	11	11
Public Works Department	6	6	6
Public Works – Facilities *	3	3	1
Total	29	27	25
Part Time/Seasonal:			
Executive	0	1	2
Codes Department	0	0	0
Police Department	2	2	1
Public Works Department	1	1	0
Public Works – Facilities *	0	0	0
Total	3	4	3

Statistics are as of the end of each year presented. The Public Works Department hires three to four seasonal workers during the summer months – usually May through September - to maintain the grass in the Township parks and near roadways. They are not included in the numbers presented above because they are not employed on December 31.

**The Township re-organized the Public Works Department in 2016 to form a Facilities Division. One full time employee who was performing the same tasks in 2015 moved into the Facilities Division. Statistics for the year 2015 have been “re-stated” as if the Facilities Division was in effect during 2015. Two additional employees were hired in 2016 for the Facilities Division.*

More detailed information on staffing is provided in each of the above departmental summaries.

GLOSSARY

Accrual Basis of Accounting – The basis of accounting in which revenues are recognized when they are earned and expenses are recognized when they are incurred.

Act 209 Transportation Plan – refers to Act 209 of the Pennsylvania Legislature, enacted on July 31, 1968. It provides for traffic impact fees for development or re-development that generates increased traffic volumes within municipalities.

Act 537 Plan – refers to the Pennsylvania Sewage Facilities Act, as amended, enacted on January 24, 1966 to correct existing sewage disposal problems and prevent future problems. The Act requires proper planning in all types of sewage disposal situations. Local municipalities are largely responsible for administering the Act 537 sewage disposal program.

Assets – Property owned by the Township which has a monetary value.

Balanced Budget – A budget is “balanced” when budgeted revenues equal or exceed budgeted expenditures.

CAFR – abbreviation for “Comprehensive Annual Financial Report.” The CAFR expands upon full GAAP financial statements by including a large amount of statistical information applicable to the municipality.

Capital assets – any tangible or intangible asset that has an initial useful life extending beyond a single reporting period. Assets such as land, easements, buildings, building improvements, vehicles, machinery, equipment, infrastructure, works of art or of historical significance are normally capital assets.

Capital Expenditures – Money expended to purchase capital assets.

Comprehensive Annual Financial Report – The official financial report of a municipal entity. It includes management’s discussion and analysis, financial statements, supporting schedules and required supplementary information and statistics on the municipality.

DDB – “DDB” is an abbreviation for Dry Detention Basin. A dry detention basins’ outlets have been designed to detain storm water runoff for a minimum period of time (ie. Usually 24 hours) to allow particles and pollutants to settle. Unlike wet ponds, they do not have a permanent pool of water.

Debt Limit – The State-set maximum amount of legally permitted outstanding net debt.

Delaware Valley Insurance Trust – A regional risk sharing pool providing property, liability and/or health coverage to its participating members which consists of municipalities in Southeastern Pennsylvania. The Trust was formed under the authority granted by the Pennsylvania Intergovernmental Cooperation Act and the Pennsylvania Political Subdivision Tort Claims Act.

GLOSSARY, cont'd

Fund – A fiscal and accounting tool with a self-balancing set of accounts to record revenues and expenditures.

Fund Balance – Fund balance is the net position of a governmental fund. It is equal to the difference between assets, liabilities, deferred outflows of resources and deferred inflows of resources. It is the “equity” of a governmental fund.

GAAP - “GAAP” is an abbreviation for “Generally Accepted Accounting Principles” which are the standard framework and guidelines used in financial accounting in the United States of America. The Financial Accounting Standards Board is responsible for issuing new accounting pronouncements.

GASB - “GASB” is an abbreviation for “The Government Accounting Standards Board”. GASB is the authoritative accounting and financial reporting standard –setting body for state and local governments.

General Fund - An accounting entity used to account for all revenue and expenditures applicable to the general operations of the departments of the Township, and to record all financial transactions not accounted for in another fund.

GFOA – “GFOA” is the abbreviation for “The Government Finance Officers Association”. The GFOA is a national professional organization comprised of people who are working in government finance on a state, local or federal level. The GFOA holds educational training seminars nationally and also provides information on “Best Practices”, as well as other services, to its members. State and local chapters provide local training on a monthly, quarterly or annual basis.

Impervious Coverage - Impervious coverage refers to any man-made surfaces, along with compacted soil, that water cannot penetrate. Examples, are asphalt, concrete, and rooftops.

LUAR – is the abbreviation for a Land Use Assumptions Report.

Millage or “mills” – the property tax rate that an owner of real property is required to pay to the taxing authority. A “mill” is one thousandth of a currency unit. For example, to obtain the amount of tax, multiply the assessed value of the property times the millage rate and then divide by 1,000.

Modified Accrual Basis of Accounting – an accounting method that combines elements of the two basic accounting methods, cash basis and accrual basis. Revenues are recognized when earned, measurable and available. Expenses are recognized when the liability is incurred.

MS-4 – Under the 1987 Clean Water Act Amendments, the U.S. EPA developed new regulations to address storm water that might impact water quality. These new “Municipal Separate Storm Sewer System” (MS4) regulations were established by the EPA and administered in Pennsylvania by the Department of Environmental Protection (“DEP”).

GLOSSARY, cont'd

MUTCD Standards –this refers to the Federal Highway Administration manual on Uniform Traffic Control Devices.

NPDES permit – National Pollutant Discharge Elimination System permit. Issued by PADEP.

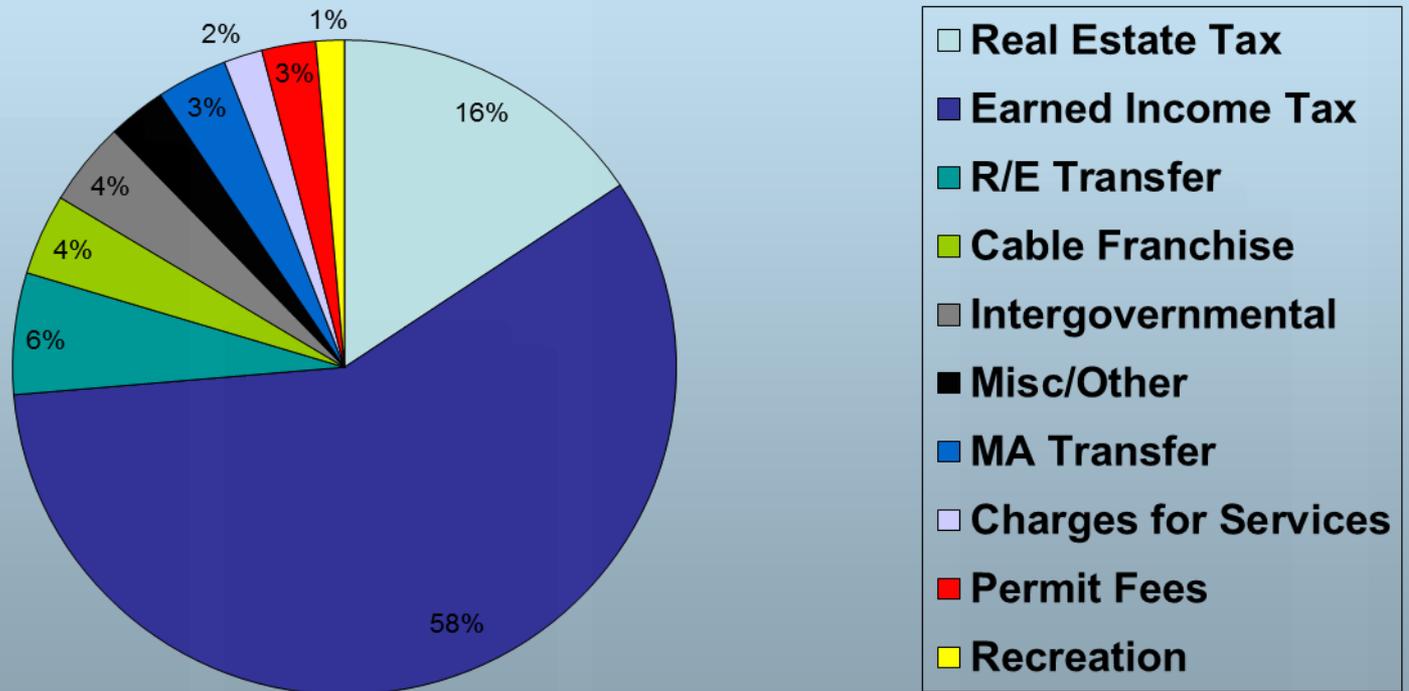
Second Class Township – a “second class township” is defined as having a population of less than 300 inhabitants per square mile and in Pennsylvania they are governed by the Second Class Township Code, enacted by the state legislature on May 1, 1933, as amended.

WWTF – Waste Water Treatment facility

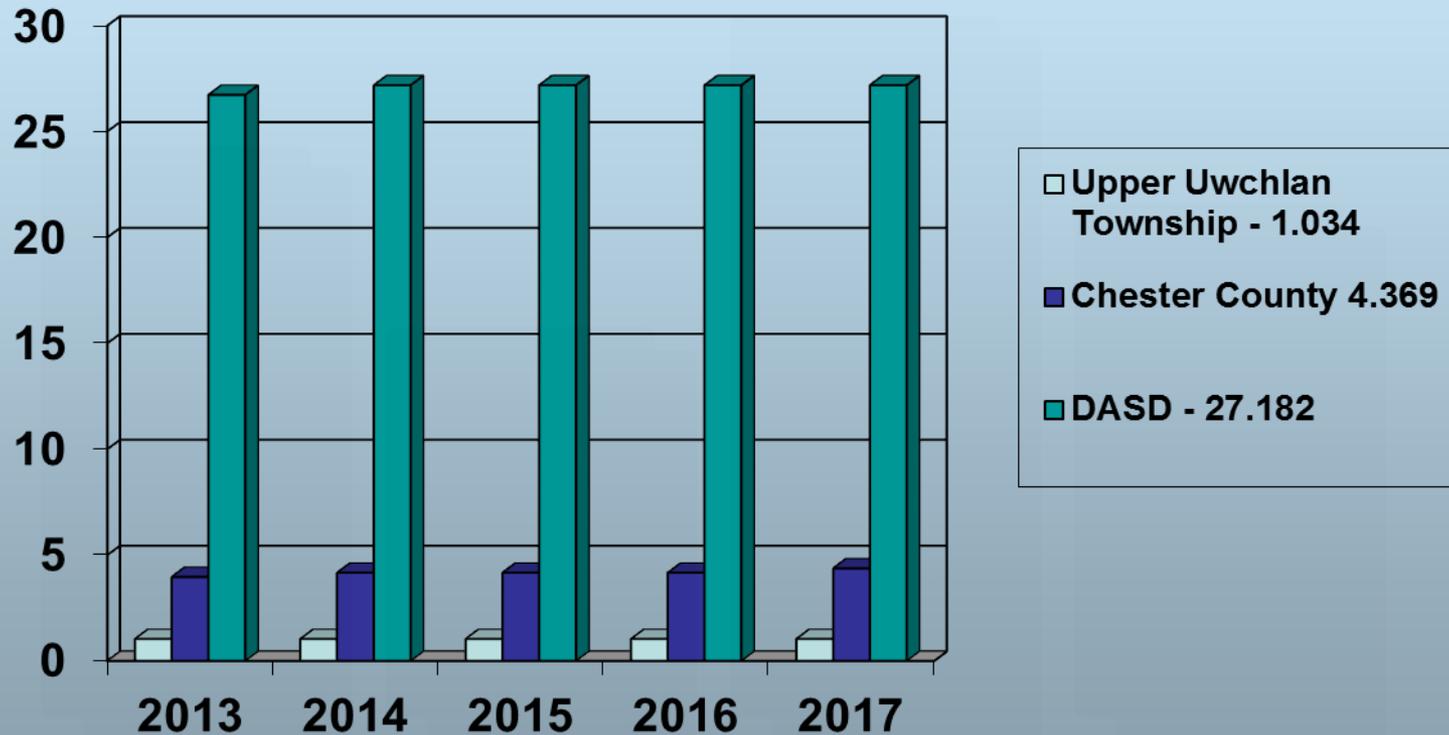
**UPPER UWCHLAN TOWNSHIP
2017 BUDGET SUMMARY**

	Actual 2014	Actual 2015	Budget 2015	Actual YTD 9/30/16	Budget 2016	Budget 2017	\$ Inc/(Dec) 16 Budget	% Inc/(Dec)	Budget 2018	Budget 2019	Budget 2020	Budget 2021
INCOME												
Total 301 PROPERTY TAXES	1,045,505	911,379	975,000	900,925	975,000	975,000	-	0%	975,000	975,000	975,000	975,000
Total 301.7 HYDRANT TAX	50,455	59,839	65,000	65,055	65,000	65,000	-	0%	65,000	65,000	65,000	65,000
Total 310 EARNED INC & TRANSFER TAX	4,368,564	3,634,858	3,777,400	3,012,255	3,905,972	4,002,091	96,119	2%	4,074,633	4,148,626	4,224,098	4,301,080
Total 320 PERMITS	132,188	247,596	114,100	228,234	114,100	164,100	50,000	44%	164,100	164,100	164,100	164,100
Total 321 CABLE FRANCHISE FEES	242,739	246,377	230,000	187,710	250,000	250,000	-	0%	250,000	250,000	250,000	250,000
Total 331 FINES/394 POLICE ACTIVITY	65,830	58,719	63,500	36,527	63,500	63,500	-	0%	63,500	63,500	63,500	63,500
Total 341 INTEREST EARNNGS	19,665	17,118	15,000	10,507	15,000	15,000	-	0%	15,000	15,000	15,000	15,000
Total 342 RENTS & ROYALTIES	-	14,000	-	18,000	24,000	24,000	-	0%	24,000	24,000	24,000	24,000
Total 354 GRANTS	2,308	500	1,808	1,808	1,808	1,808	-	0%	1,808	1,808	1,808	1,808
Total 355/356 INTERGOVERNMENTAL REVENUES	251,977	247,945	257,900	266,244	258,400	258,400	-	0%	258,400	258,400	258,400	258,400
Total 361 CHARGES FOR SERVICE/FEES	232,988	364,220	117,850	121,385	117,850	117,850	-	0%	117,850	117,850	117,850	117,850
Total 367 CULTURE & RECREATION	100,000	100,249	86,200	41,005	86,200	86,200	-	0%	86,200	86,200	86,200	86,200
Total 380 MISC INCOME	360,475	6,376	8,000	13,272	8,000	8,000	-	0%	8,000	8,000	8,000	8,000
Total 392 INTERFUND TRANSFER	124,823	126,778	172,541	135,412	233,246	216,667	(16,579)	-7%	216,667	216,667	216,667	216,667
Total Income	6,997,519	6,035,953	5,884,299	5,038,339	6,118,076	6,247,617	129,541	2%	6,320,159	6,394,151	6,469,624	6,546,606
EXPENSES												
Total 400 GENERAL GOVERNMENT	269,944	52,871	52,474	31,662	61,762	63,824	2,062	3%	64,069	64,069	64,069	64,069
Total 401 EXECUTIVE	515,708	565,303	574,079	430,058	585,512	740,449	154,937	26%	762,172	779,460	799,017	819,271
Total 402 AUDIT	28,400	24,150	20,800	26,000	24,950	26,650	1,700	7%	27,900	28,800	29,300	30,200
Total 403 TAX COLLECTION	28,194	28,730	29,707	21,905	28,707	26,554	(2,153)	-8%	26,554	26,554	26,554	26,554
Total 404 LEGAL	31,325	44,917	45,000	40,191	50,000	45,000	(5,000)	-10%	40,000	40,000	40,000	40,000
Total 407 COMPUTER	68,018	56,440	52,392	67,894	61,000	70,000	9,000	15%	65,500	65,500	65,500	65,500
Total 408 ENGINEERING	285,834	386,350	138,500	179,729	138,500	153,500	15,000	11%	188,563	198,626	198,626	198,626
Total 409 TOWNSHIP PROPERTIES	118,051	127,426	109,802	70,586	124,632	130,430	5,798	5%	128,330	128,330	128,330	128,330
Total 410 POLICE EXPENSES	1,919,631	1,924,130	2,001,845	1,488,480	2,012,066	1,995,268	(16,798)	-1%	2,045,458	2,080,985	2,116,580	2,153,066
Total 411-412 FIRE & AMBULANCE	398,488	394,168	400,134	360,872	400,234	402,437	2,203	1%	403,588	405,158	406,802	408,522
Total 413 CODES ADMINISTRATION	352,591	362,837	359,224	278,054	367,367	423,456	56,089	15%	434,979	445,192	454,038	464,843
Total 414 PLANNING & ZONING	22,664	75,763	85,300	27,543	69,300	29,300	(40,000)	-58%	27,300	27,300	27,300	27,300
Total 415/422/456 EMERGENCY OPERATIONS/OTHER	22,976	30,756	31,640	17,213	29,040	32,250	3,210	11%	31,874	32,086	32,309	32,542
Total 433 SIGNS	2,978	4,847	6,000	1,925	6,000	6,000	-	0%	6,000	6,000	6,000	6,000
Total 434 SIGNALS	3,379	11,729	12,700	7,358	12,700	12,700	-	0%	12,700	12,700	12,700	12,700
Total 438 PUBLIC WORKS	901,104	923,742	921,438	764,280	1,041,885	1,060,502	18,617	2%	1,078,832	1,097,420	1,116,531	1,138,468
Total 454 PARK & RECREATION	187,147	179,454	197,545	190,717	341,966	330,434	(11,532)	-3%	326,434	326,434	326,434	326,434
Total 459 HISTORICAL COMMISSIONS	85	4,176	3,500	-	4,500	2,500	(2,000)	-44%	2,500	2,500	2,500	2,500
Total Expenses before Operating Transfers	5,156,518	5,210,052	5,042,079	4,043,069	5,360,121	5,551,254	191,134	4%	5,672,754	5,767,113	5,852,589	5,944,926
Net Income before Operating Transfers	1,841,001	825,901	842,220	995,270	757,955	696,363	(61,593)	-8%	647,405	627,038	617,034	601,680
Total Operating Transfers	(855,000)	(2,809,672)	(809,176)	-	(400,000)	(1,200,000)	(800,000)	200%	(225,000)	(290,000)	(285,000)	(290,000)
Total Expenditures	6,011,518	8,019,724	5,851,255	4,043,069	5,760,121	6,751,254	991,134	17%	5,897,754	6,057,113	6,137,589	6,234,926
Net Income - General Fund	986,001	(1,983,771)	33,044	995,270	357,955	(503,637)	(861,593)	-241%	422,405	337,038	332,034	311,680
<u>Solid Waste Fund</u>												
Revenues	1,127,352	1,093,938	1,044,400	926,485	1,042,000	1,187,000	145,000	14%	1,045,600	1,045,800	1,049,000	1,049,200
Expenses	(741,748)	(820,423)	(759,256)	(588,958)	(827,054)	(834,679)	(7,625)	1%	(846,317)	(860,866)	(865,642)	(870,513)
Operating transfers	(100,000)	(175,000)	(600,000)	-	(100,000)	(350,000)	(250,000)	250%	(150,000)	(150,000)	(100,000)	(100,000)
Net Income - Solid Waste Fund	285,604	98,515	(314,856)	337,527	114,946	2,321	(112,625)	-98%	49,283	34,934	83,358	78,687
COMBINED NET INCOME	1,271,605	(1,885,256)	(281,812)	1,332,797	472,901	(501,316)	(974,218)	-206%	471,688	371,972	415,393	390,367

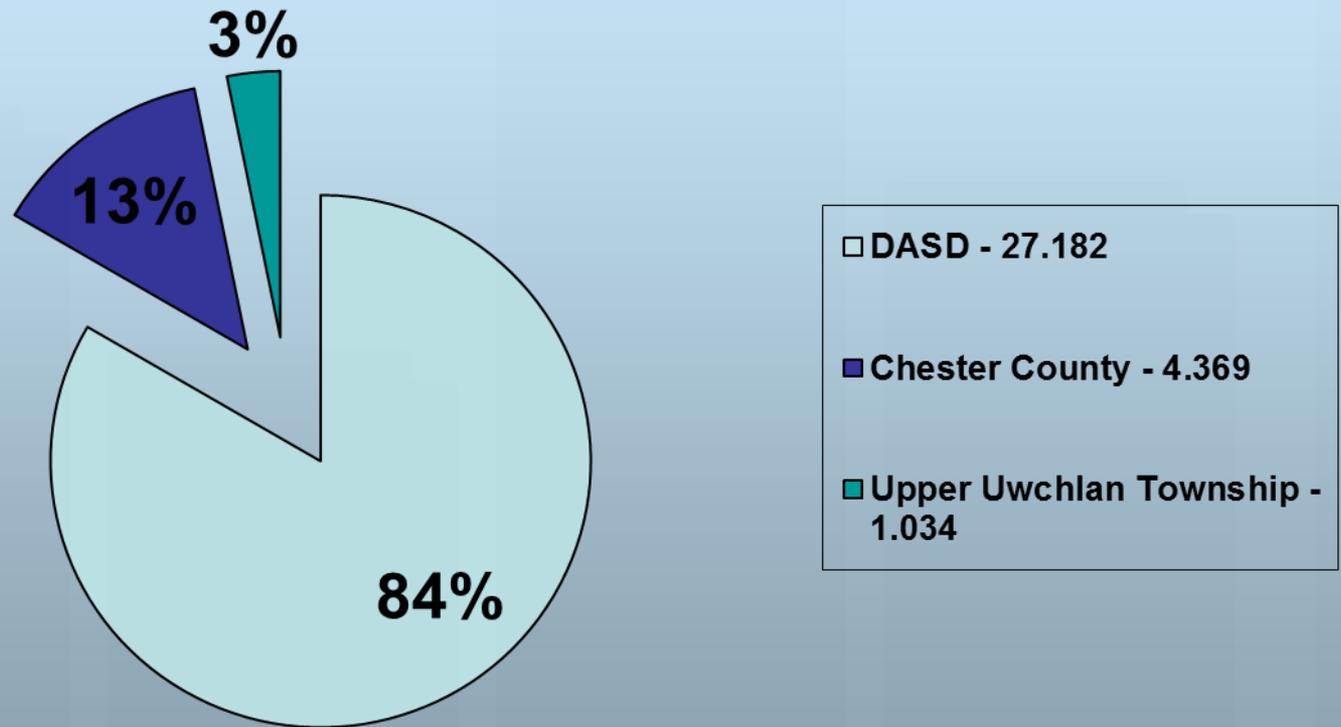
2017 General Fund Revenues



Real Estate Tax Comparison Year to Year



Real Estate Tax Comparison By Entity



SUMMARY OF FINANCIAL POLICIES

The Township has an existing Accounting Policies and Procedures Manual that is in the process of being updated. As a result, the following financial policies have been reviewed and adopted by the Board of Supervisors of Upper Uwchlan Township as part of the revised manual.

Fund Balance Policy (adopted June 16, 2014)

The Fund Balance policy establishes the minimum unassigned fund balance to be maintained in the General Fund as 35% of all general operating expenses (before any transfers to any other funds) in the preceding fiscal year measured on a GAAP basis.

The purpose of this policy is to insure that the Township maintains adequate levels of unreserved fund balance to provide the capacity for sufficient cash flows for daily financial needs; offset significant economic downturns or revenue shortfalls; secure and protect the bond rating of the Township; and to provide funds for unforeseen expenditures related to emergencies.

Investment Policy (adopted November 16, 2015)

The Investment Policy documents the objectives of the Township's investment policy and establishes the guidelines to be used in investing Township funds.

Any investments must be made in accordance with the Commonwealth of Pennsylvania's Second Class Township Code, section 3204. Investments permitted under the Second Class Township Code are very low risk – United States Treasury Bills, other short term obligations of the United States, savings deposits insured by the Federal Deposit Insurance Guaranty Corporation (FDIC), political subdivisions of the Commonwealth of Pennsylvania and Certificates of Deposit from institutions having their principal place of business in the Commonwealth which are insured and collateralized.

This policy is not applicable to the Township's defined benefit pension plans; they have existing investment policies.

Cash Collections Policy and Utility Billing Collections Policy (adopted May 16, 2016)

These two policies document the Township's policies regarding the receipt and processing of revenues or other payments received by the Township through various sources – at the Township office, through the mail and electronically.

The policy outlines the importance of segregation of duties surrounding cash receipts and proper safekeeping of liquid Township assets.

The Utility Billing Cash Receipts and Collections Policy documents the process used in billing township residents for solid waste and recycling and sewer services. It also documents the policy for assessing penalties for late payment and interest charges. The process for dealing with delinquent accounts – including filing a lien on the subject property, and proceeding to Sheriff’s Sale – is also documented.

**Upper Uwchlan Township
Annual Budget
For the Calendar Year 2017**

SUMMARY OF TOWNSHIP REVENUES

Real Estate Property Taxes

The real estate taxes that a property owner will pay consists of the school tax, county tax and township tax. The Township assesses a modest property tax which totals 1.034 mills. The total millage is multiplied by each property's assessment to determine the amount of tax that is levied. Upper Uwchlan Township has an elected tax collector who mails the tax bills, collects the taxes and reports delinquencies to the County. County and Township taxes are assessed on a calendar year basis and are due by December 31 of each year. School taxes are based on the fiscal year of the school district and are assessed using a fiscal year of July 1 to June 30 annually. A property owner in Upper Uwchlan Township will pay the following in real estate tax millage:*

School taxes – Downingtown Area School District (DASD)	27.182
County taxes – Chester County **	4.369
Township taxes – Upper Uwchlan Township	<u>1.034</u>
Total	32.585

The only real estate taxes that are paid to the Township are the Township taxes at a millage rate of 1.034. **There will be no change in the Township tax rate for 2017.** The 2017 budget includes anticipated revenue in the amount of **\$975,000** for both current and delinquent taxes.

*Rates are for 2016. DASD will adopt a new budget for the 2017–2018 year in June, 2017.

** On October 27, 2016 it was announced that Chester County's 2017 Preliminary Budget called for a rate increase from 4.163 mills to 4.369 mills. The Budget has not yet been adopted by the County Commissioners.

Hydrant taxes are assessed to properties that are within 750 feet of a fire hydrant. The rate is .087 mills and we have budgeted **\$65,000** in revenue for 2016. Actual revenues through September 30, 2016 were over \$65,000.

Real Estate Transfer Tax

A real estate transfer tax is collected on the transfer of real estate at the time of sale. The tax that is collected is 1% - which is shared equally by the Township and the School District, so that Upper Uwchlan receives revenue in the amount of one-half of one percent (0.50%) on the sale of real estate within the Township. Revenue will fluctuate with the number and sales prices of properties in the Township. For 2017, we budgeted revenue of **\$375,000** based on revenue received in 2015 and 2016. We also expect to have at least one new development under construction and for sale during 2017.

Earned Income Taxes

The earned income tax rate is 1% for Upper Uwchlan Township residents and those who work in the Township. This tax is also shared equally between the Township and the Downingtown Area School District, so that the Township receives one-half of one percent (0.50%). The tax is paid on all earned income such as wages, salaries and commissions. The amount budgeted for 2017 is **\$3,677,100**. Retired citizens, people who are unemployed due to illness or who have been laid off from their jobs will typically have no tax liability to the Township. People who live in Townships that have adopted an earned income tax and who work in Upper Uwchlan will have the taxes they pay transferred to their township of residence.

Keystone Collections Group (“Keystone”) was engaged by Chester County to collect all earned income taxes within the County (pursuant to Pennsylvania Act 32). Keystone is compensated at the rate of 1.36% of collections. We budgeted **\$50,009** as our commission to Keystone in 2017.

Cable Television Franchise Fees

The Township receives cable television franchise fees from the local cable companies – Comcast and Verizon. The amount received by the Township is dependent on the amount of sales generated annually by the cable television companies. Payment is received from the cable companies on a quarterly basis. We budgeted **\$250,000** for 2017 revenue; based on prior years’ experience we expect to be relatively close to this amount.

Permits

The Township charges a fee for building permits, use and occupancy permits, contractors’ permits and certifications for refinancing. The total amount budgeted for 2017 is **\$164,100**; the actual amount received through September of 2016 is over \$228,000.

Police Fines

The District Justice collects fines for citations issued by the State Police. The Township also receives disbursements from the State of Pennsylvania for the issuance of traffic citations within the Township limits. The Township anticipates receiving revenue in 2017 in the amount of **\$63,500** from these fines.

Interest

The Township invests its funds in interest bearing accounts and instruments. Earnings rates will fluctuate depending upon the interest rates received. The General Fund checking account currently earns interest at a rate of one-half of one percent (0.50%) and the certificate of deposit is earning 1% through April, 2017. Interest income is estimated to be **\$15,000** in 2017.

Rents and Royalties

Beginning in June, 2015, the Township entered into a lease agreement with Chester County to allow the County to locate a cell tower on Township owned property. The terms of the lease calls for the County to pay \$2,000 in rent each month to the Township.

Grants

The Township does not have any grants pending for the General Fund in 2017. It has applied for grants for work to be done in the Water Resource Protection Fund.

Intergovernmental Revenues

The state makes payments to the Township for various purposes. We receive annual Public Utility Realty Tax (PURTA) payments of approximately **\$6,000**. These payments are meant to compensate the Township for foregone tax revenues due to the tax-exempt status of public utility land within the Township. The utilities are exempt from paying real estate taxes.

The Township also receives payments from the Commonwealth of Pennsylvania that are restricted in their use. The Foreign Fire Insurance Premium Tax (budgeted at **\$112,000**) is a pass-through to the Firemen's Relief Association and must be paid to the local fire departments by the Township within 60 days of receipt. The State also provides State Pension Aid (budgeted at **\$140,000**) which must be deposited into the police and non-uniform pension plans. Both of these revenues have offsetting expenses in the same amount; there is no effect on the budget of these pass-through items.

Charges for Services

Various departments provide services that can be charged to the user. The largest component consists of fees received from engineering and legal services which are budgeted at **\$108,000**. We also charge the resident an administrative fee for processing bills and payments in an amount that does not exceed \$100 per billing. Zoning and land development fees are budgeted at **\$4,000** in 2017.

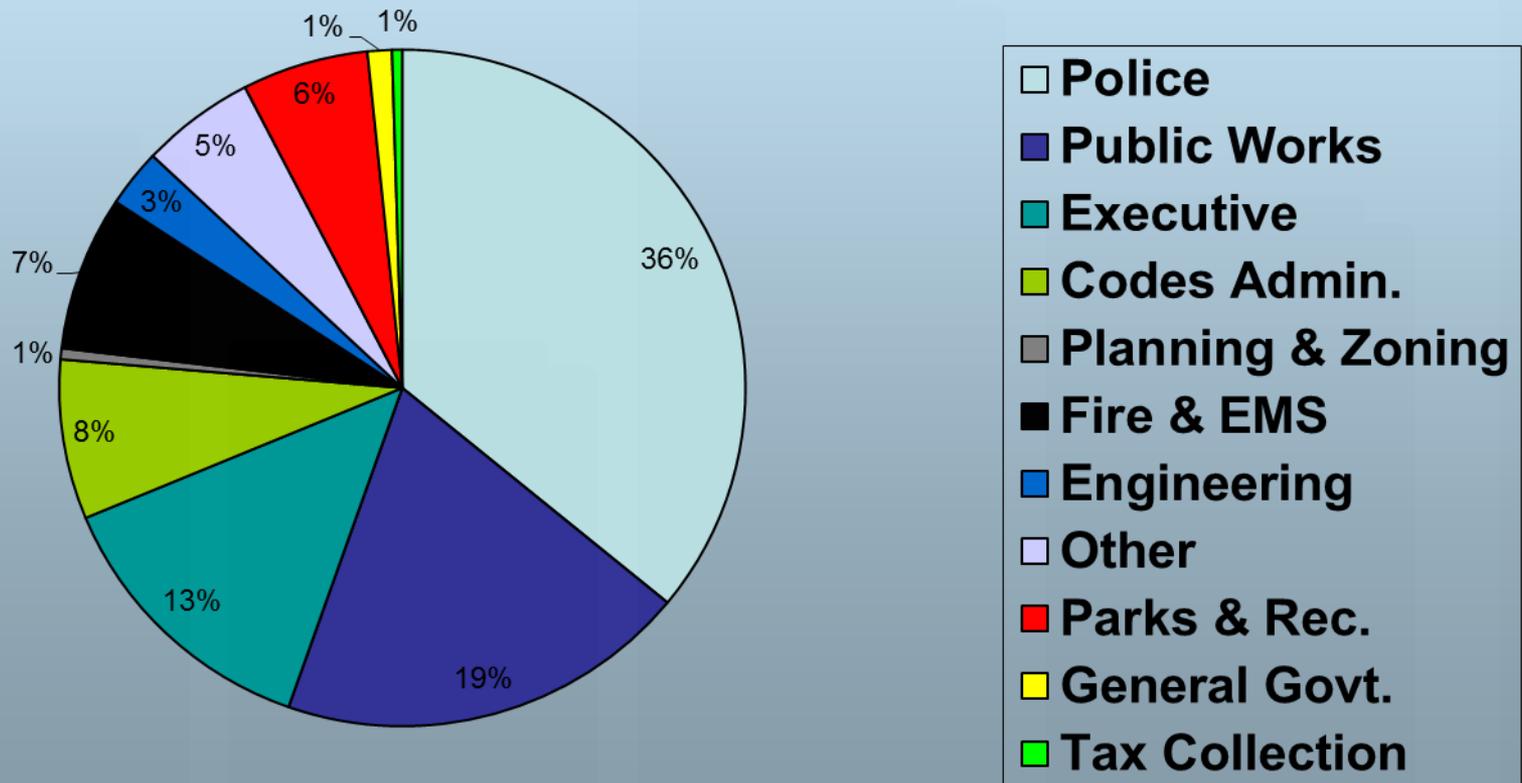
Culture and Recreation

The Township charges various sports groups for the use of the playing fields at our parks for sporting events and practices. These fees are used for the ongoing maintenance and improvement of the facilities. Turf field fees are segregated in a separate bank account and will be used for replacement of the turf field at the end of its useful life. We budgeted **\$45,000** for the use of the turf field at Fellowship Fields and also **\$30,000** for use of our other fields at Hickory Park. We expect to receive **\$10,000** in donations towards the annual community Block Party that is held in June. Total revenues budgeted for 2017 are **\$86,200**.

Inter-Fund Transfers

The Township provides various services to the Upper Uwchlan Township Municipal Authority and is reimbursed for those services by the Authority. Those services include the services of Township administrative and financial personnel, and the use of the Public Works department to maintain the grounds and lawns of property surrounding the waste water treatment facilities. The Township processes the quarterly billing of all sewer accounts which has substantially increased the time spent by Township personnel on Authority business. The estimated reimbursement for 2017 is **\$216,667**.

2017 General Fund Expenditures by Activity



**Upper Uwchlan Township
2017 Budget**

		Actual	Actual	Budget	Actual -	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2014	2015	2015	9/30/16	2016	2017	'16 Bud	Inc/(Dec)	2018	2019	2020	2021
REVENUES													
300 - INCOME													
301 PROPERTY TAXES													
01-301-000-010	Current Real Estate Taxes	1,015,515	918,099	945,000	910,063	970,000	970,000	-	0%	970,000	970,000	970,000	970,000
01-301-000-013	Real Estate Tax Refunds	-	(23,307)	-	(26,821)	(25,000)	(25,000)	-	0%	(25,000)	(25,000)	(25,000)	(25,000)
01-301-000-030	Delinquent Real Estate Taxes	29,990	16,587	30,000	17,683	30,000	30,000	-	0%	30,000	30,000	30,000	30,000
Total 301 PROPERTY TAXES		1,045,505	911,379	975,000	900,925	975,000	975,000	-	0%	975,000	975,000	975,000	975,000
301.7 HYDRANT TAX													
01-301-000-071	Hydrant Tax	50,455	59,839	65,000	65,055	65,000	65,000	-	0%	65,000	65,000	65,000	65,000
Total 301.7 HYDRANT TAX		50,455	59,839	65,000	65,055	65,000	65,000	-	0%	65,000	65,000	65,000	65,000
310 EARNED INCOME & TRANSFER TAX													
01-310-000-010	Real Estate Transfer Tax	434,113	475,726	325,000	412,148	350,000	375,000	25,000	7%	375,000	375,000	375,000	375,000
01-310-000-020	Earned Income Tax, current	3,987,279	3,201,837	3,500,000	2,635,250	3,605,000	3,677,100	72,100	2%	3,750,642	3,825,655	3,902,168	3,980,211
01-310-000-021	EIT Commissions Paid	(52,828)	(42,706)	(47,600)	(35,144)	(49,028)	(50,009)	(981)	2%	(51,009)	(52,029)	(53,069)	(54,131)
Total 310 EARNED INC & TRANSFER TAX		4,368,564	3,634,858	3,777,400	3,012,255	3,905,972	4,002,091	96,119	2%	4,074,633	4,148,626	4,224,098	4,301,080
320 PERMITS													
01-320-000-010	Building Permits	115,218	229,292	100,000	211,694	100,000	150,000	50,000	50%	150,000	150,000	150,000	150,000
01-320-000-020	Use & Occupancy Permits	12,240	12,585	8,000	10,670	8,000	8,000	-	0%	8,000	8,000	8,000	8,000
01-320-000-030	Sign Permits	-	-	100	-	100	100	-	0%	100	100	100	100
01-320-000-040	Contractors Permits	1,700	2,450	2,000	2,510	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-320-000-050	Refinance Certification Fees	3,030	3,270	4,000	3,360	4,000	4,000	-	0%	4,000	4,000	4,000	4,000
Total 320 PERMITS		132,188	247,596	114,100	228,234	114,100	164,100	50,000	44%	164,100	164,100	164,100	164,100
321 CABLE FRANCHISE FEES													
01-321-000-080	Cable TV Franchise Fees	242,739	246,377	230,000	187,710	250,000	250,000	-	0%	250,000	250,000	250,000	250,000
Total 321 CABLE FRANCHISE FEES		242,739	246,377	230,000	187,710	250,000	250,000	-	0%	250,000	250,000	250,000	250,000
331 POLICE FINES													
01-331-000-010	Vehicles Code Violations	61,162	52,499	60,000	33,863	60,000	60,000	-	0%	60,000	60,000	60,000	60,000
01-331-000-011	Reports/Fingerprints	2,738	2,181	2,000	1,177	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-331-000-012	Solicitation Permits	433	899	500	25	500	500	-	0%	500	500	500	500
01-331-000-050	Reimbursed Police Wages	1,496	3,140	1,000	1,462	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
Total 331 POLICE FINES		65,830	58,719	63,500	36,527	63,500	63,500	-	0%	63,500	63,500	63,500	63,500
341 Interest Earnings													
01-341-000-001	Interest Income	19,665	17,118	15,000	10,507	15,000	15,000	-	0%	15,000	15,000	15,000	15,000
Total 341 Interest Earnings		19,665	17,118	15,000	10,507	15,000	15,000	-	0%	15,000	15,000	15,000	15,000
342 RENTS & ROYALTIES													
01-342-000-001	Rental Property Income	-	14,000	-	18,000	24,000	24,000	-	#DIV/0!	24,000	24,000	24,000	24,000
Total 342 RENTS & ROYALTIES		-	14,000	-	18,000	24,000	24,000	-	0%	24,000	24,000	24,000	24,000
354 GRANTS													
01-354-000-010	County Grants	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-354-000-020	State Grants	1,808	-	1,808	1,808	1,808	1,808	-	0%	1,808	1,808	1,808	1,808
01-354-000-030	Police Grants	500	500	-	-	-	-	-	#DIV/0!	-	-	-	-
Total 354 GRANTS		2,308	500	1,808	1,808	1,808	1,808	-	0%	1,808	1,808	1,808	1,808

**Upper Uwchlan Township
2017 Budget**

	Actual	Actual	Budget	Actual -	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget	
	2014	2015	2015	9/30/16	2016	2017	'16 Bud	Inc/(Dec)	2018	2019	2020	2021	
355/356 INTERGOVERNMENTAL REVENUES													
01-355-000-001	PURTA	6,192	6,300	5,500	5,173	6,000	6,000	-	0%	6,000	6,000	6,000	6,000
01-355-000-004	Alcohol Beverage Tax	400	400	400	-	400	400	-	0%	400	400	400	400
01-355-000-005	State Aid, Police Pension	85,199	86,258	85,000	96,242	85,000	85,000	-	0%	85,000	85,000	85,000	85,000
01-355-000-006	State Aid, Non-Uniform Pension	54,217	50,971	55,000	61,245	55,000	55,000	-	0%	55,000	55,000	55,000	55,000
01-355-000-007	Foreign Fire Insurance Tax	105,969	104,016	112,000	103,584	112,000	112,000	-	0%	112,000	112,000	112,000	112,000
Total 355/356 MISCELLANEOUS TAXES		251,977	247,945	257,900	266,244	258,400	258,400	-	0%	258,400	258,400	258,400	258,400
361 CHARGES FOR SERVICE/FEEES													
01-360-000-010	Vehicle Storage Fees	-	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-361-000-030	Zoning/Sub Div/Land Develop	10,761	16,190	4,000	14,994	4,000	4,000	-	0%	4,000	4,000	4,000	4,000
01-361-000-032	Fees from Engineering	213,667	321,263	100,000	98,033	100,000	100,000	-	0%	100,000	100,000	100,000	100,000
01-361-000-033	Admin Fees from Engineering	3,764	14,142	8,000	2,415	8,000	8,000	-	0%	8,000	8,000	8,000	8,000
01-361-000-035	Admin Fees from Legal	374	439	1,500	369	1,500	1,500	-	0%	1,500	1,500	1,500	1,500
01-361-000-036	Legal Services Fees	4,009	11,710	3,000	5,251	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
01-361-000-038	Sale of Maps & Books	360	455	250	278	250	250	-	0%	250	250	250	250
01-361-000-039	Fire Inspection Fees	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-361-000-042	Copies	54	22	100	45	100	100	-	0%	100	100	100	100
Total 361 CHARGES FOR SERVICE/FEEES		232,988	364,220	117,850	121,385	117,850	117,850	-	#DIV/0!	117,850	117,850	117,850	117,850
367 CULTURE & RECREATION													
01-367-000-010	Recreation Donations	-	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-367-000-021	Field Programs	52,288	47,983	30,000	4,430	30,000	30,000	-	0%	30,000	30,000	30,000	30,000
01-367-000-025	Turf Field Fees	36,100	45,466	45,000	25,995	45,000	45,000	-	0%	45,000	45,000	45,000	45,000
01-367-000-030	Community Events Donations	11,613	6,800	10,000	10,580	10,000	10,000	-	0%	10,000	10,000	10,000	10,000
01-367-000-040	History Book Revenue	-	-	200	-	200	200	-	0%	200	200	200	200
01-367-000-089	Donations - Park Equipment	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Total 367 CULTURE & RECREATION		100,000	100,249	86,200	41,005	86,200	86,200	-	0%	86,200	86,200	86,200	86,200
380 MISC INCOME													
01-380-000-001	Misc. Revenue	298,060	2,768	5,000	7,161	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-380-000-010	Insurance Reimbursement	62,416	3,607	3,000	6,111	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
Total 380 MISC INCOME		360,475	6,376	8,000	13,272	8,000	8,000	-	0%	8,000	8,000	8,000	8,000
392 INTERFUND TRANSFER													
01-392-000-008	Municipal Authority Reimbursement	124,253	124,021	172,541	135,412	233,246	216,667	(16,579)	-7%	216,667	216,667	216,667	216,667
	Transfer from Liquid Fuels Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-392-000-020	Transfer from Capital Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-392-000-030	Transfer from Solid Waste Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-395-000-000	Refund of Prior Year Expenses	570	2,757	-	-	-	-	-	#DIV/0!	-	-	-	-
Total 392 INTERFUND TRANSFER		124,823	126,778	172,541	135,412	233,246	216,667	(16,579)	-7%	216,667	216,667	216,667	216,667
Total 300 - INCOME		6,997,519	6,035,953	5,884,299	5,038,339	6,118,076	6,247,617	129,541	2%	6,320,159	6,394,151	6,469,624	6,546,606
Total Income		6,997,519	6,035,953	5,884,299	5,038,339	6,118,076	6,247,617	129,541	2%	6,320,159	6,394,151	6,469,624	6,546,606

**Upper Uwchlan Township
2017 Budget**

		Actual	Actual	Budget	Actual -	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2014	2015	2015	9/30/16	2016	2017	'16 Bud	Inc/(Dec)	2018	2019	2020	2021
400 EXPENDITURES													
400 - General Government													
01-400-000-113	Supervisor's Wages	-	-	-	1,250	2,500	2,500	-	0%	2,500	2,500	2,500	2,500
01-400-000-150	Payroll Tax Expense	-	-	-	96	191	191	-	0%	191	191	191	191
01-400-000-320	Telephone	1,702	1,572	2,000	1,158	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-400-000-340	Public Relations	599	1,419	6,500	2,450	6,500	6,500	-	0%	6,500	6,500	6,500	6,500
01-400-000-341	Advertising	5,289	5,074	7,500	1,354	7,500	7,500	-	0%	7,500	7,500	7,500	7,500
01-400-000-342	Printing	856	5,162	1,000	1,852	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-400-000-344	Community Notice	-	-	2,000	-	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-400-000-350	Insurance - Bonding	4,376	2,731	4,500	2,636	4,500	4,500	-	0%	4,500	4,500	4,500	4,500
01-400-000-352	Insurance - Liability	13,853	23,850	10,824	16,327	22,071	24,378	2,307	10%	24,378	24,378	24,378	24,378
01-400-000-420	Dues/Subscriptions/Memberships	9,507	4,716	9,650	1,609	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-400-000-460	Meetings & Conferences	2,300	688	6,000	2,105	6,000	6,000	-	0%	6,000	6,000	6,000	6,000
01-400-000-461	Bank Fees	24	69	500	23	500	500	-	0%	500	500	500	500
01-400-000-463	Misc. Expenses	231,438	7,591	2,000	803	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
Total 400 - General Government		269,944	52,871	52,474	31,662	61,762	64,069	2,307	4%	64,069	64,069	64,069	64,069
401 EXECUTIVE													
01-401-000-100	Administration Wages	330,821	358,057	358,949	264,080	369,717	463,336	93,619	25%	477,236	491,553	506,300	521,489
01-401-000-150	Payroll Tax Expense	25,459	27,916	27,640	20,688	28,283	35,445	7,162	25%	36,509	37,604	40,480	43,577
01-401-000-151	PSATS Unemployment	1,899	2,148	2,160	1,087	1,140	1,170	30	3%	1,260	1,260	1,285	1,311
01-401-000-156	Employee Benefit Expense	94,115	101,918	107,212	68,598	107,212	152,289	45,077	42%	160,325	160,325	160,325	160,325
01-401-000-157	ACA Fees	144	-	360	154	600	340	(260)	-43%	510	680	850	1,020
01-401-000-160	Non-Uniform Pension	30,960	25,775	28,755	28,583	26,502	35,774	9,272	35%	36,848	37,953	39,092	40,264
01-401-000-174	Tuition Reimbursement	-	-	4,000	-	4,000	4,000	-	0%	2,000	2,000	2,000	2,000
01-401-000-181	Longevity Pay	1,650	2,700	2,700	3,300	4,500	5,100	600	13%	5,700	6,300	6,900	7,500
01-401-000-183	Overtime Wages	3,366	3,343	5,000	5,507	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-401-000-200	Supplies	10,217	15,936	10,000	13,502	10,000	10,000	-	0%	10,000	10,000	10,000	10,000
01-401-000-205	Meals and Meal Allowances	-	-	-	145	-	-	-	#DIV/0!	-	-	-	-
01-401-000-215	Postage	3,648	6,324	3,500	1,480	3,500	3,500	-	0%	3,500	3,500	3,500	3,500
01-401-000-230	Gasoline & Oil	1,825	1,330	2,200	894	2,200	2,200	-	0%	2,200	2,200	2,200	2,200
01-401-000-235	Vehicle Maintenance	164	321	500	101	500	500	-	0%	500	500	500	500
01-401-000-252	Repair & Maintenance	-	-	2,000	-	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-401-000-316	Training & Seminars	1,494	7,971	6,800	6,977	7,000	7,000	-	0%	7,000	7,000	7,000	7,000
01-401-000-317	Parking & Travel	1,661	1,152	500	1,547	1,200	1,200	-	0%	200	200	200	200
01-401-000-322	Ipad Expense	547	421	600	466	600	600	-	0%	600	600	600	600
01-401-000-352	Insurance - Liability	332	371	363	212	472	-	(472)	-100%	-	-	-	-
01-401-000-353	Insurance - Vehicle	176	487	720	143	936	154	(782)	-84%	600	600	600	600
01-401-000-354	Insurance - Workers Comp.	946	1,633	1,620	1,206	1,650	1,655	5	0%	1,000	1,000	1,000	1,000
01-401-000-420	Dues/Subscriptions/Memberships	2,236	2,040	2,500	6,249	2,500	2,500	-	0%	2,500	2,500	2,500	2,500
01-401-000-450	Contracted Services	4,048	5,461	6,000	5,140	6,000	6,685	685	11%	6,685	6,685	6,685	6,685
Total 401 EXECUTIVE		515,708	565,303	574,079	430,058	585,512	740,449	154,937	26%	762,172	779,460	799,017	819,271
402 AUDIT													
01-402-000-450	Contracted Services	28,400	24,150	20,800	26,000	24,950	26,650	1,700	7%	27,900	28,800	29,300	30,200
Total 402 AUDIT		28,400	24,150	20,800	26,000	24,950	26,650	1,700	7%	27,900	28,800	29,300	30,200

**Upper Uwchlan Township
2017 Budget**

	Actual	Actual	Budget	Actual -	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget	
	2014	2015	2015	9/30/16	2016	2017	'16 Bud	Inc/(Dec)	2018	2019	2020	2021	
403 TAX COLLECTION													
01-403-000-100	Tax Collector Wages	21,058	21,092	21,000	15,427	21,000	19,000	(2,000)	-10%	19,000	19,000	19,000	19,000
01-403-000-150	Payroll Tax Expense	1,611	1,614	1,607	1,180	1,607	1,454	(153)	-10%	1,454	1,454	1,454	1,454
01-403-000-200	Supplies	289	343	500	773	500	500	-	0%	500	500	500	500
01-403-000-215	Postage	1,834	1,602	2,000	1,620	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-403-000-350	Insurance - Bonding	525	525	600	525	600	600	-	0%	600	600	600	600
01-403-000-450	Contracted Services	2,879	3,554	4,000	2,380	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
Total 403 TAX COLLECTION		28,194	28,730	29,707	21,905	28,707	26,554	(2,153)	-8%	26,554	26,554	26,554	26,554
404 LEGAL													
01-404-000-310	Legal Fees - Reimbursable	3,814	13,188	10,000	6,936	10,000	10,000	-	0%	10,000	10,000	10,000	10,000
01-404-000-311	Legal Fees - Non-Reimbursable	27,511	20,735	35,000	24,544	35,000	30,000	(5,000)	-14%	30,000	30,000	30,000	30,000
01-404-000-450	Contracted Services	-	10,995	-	8,711	5,000	5,000	-	0%	-	-	-	-
Total 404 LEGAL		31,325	44,917	45,000	40,191	50,000	45,000	(5,000)	-10%	40,000	40,000	40,000	40,000
407 COMPUTER													
01-407-000-200	Supplies	2,251	2,329	1,000	32	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-407-000-220	Software	1,525	1,433	4,000	6,765	4,000	4,000	-	0%	4,000	4,000	4,000	4,000
01-407-000-222	Hardware	5,887	1,640	5,000	12,686	7,000	7,000	-	0%	3,500	3,500	3,500	3,500
01-407-000-240	Web Page	3,582	3,689	5,000	5	5,000	5,000	-	0%	4,000	4,000	4,000	4,000
01-407-000-450	Contracted Services	54,773	47,350	37,392	48,407	43,000	52,000	9,000	21%	52,000	52,000	52,000	52,000
Total 407 COMPUTER		68,018	56,440	52,392	67,894	61,000	70,000	9,000	15%	65,500	65,500	65,500	65,500
408 ENGINEERING													
01-408-000-305	Reimbursable Conditional Use	-	-	-	22,639	-	25,000	25,000	#DIV/0!	25,000	25,000	25,000	25,000
01-408-000-310	Engineering - Reimbursable	191,360	350,382	100,000	86,237	100,000	75,000	(25,000)	-25%	100,000	100,000	100,000	100,000
01-408-000-311	Traffic Engineering	47,655	400	10,000	5,713	10,000	25,000	15,000	150%	25,000	25,000	25,000	25,000
01-408-000-313	Engineering - Non-Reimbursable	36,479	20,457	20,000	46,601	20,000	20,000	-	0%	20,000	20,000	20,000	20,000
01-408-000-366	Ordinance Update	-	-	4,500	-	4,500	4,500	-	0%	4,500	4,500	4,500	4,500
01-408-000-367	General Planning	9,359	15,111	4,000	18,539	4,000	4,000	-	0%	4,000	4,000	4,000	4,000
01-408-000-368	MS-4 Expenses	981	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-408-000-369	Water Resource Protection Fee	-	-	-	-	-	-	-	#DIV/0!	10,063	20,126	20,126	20,126
Total 408 ENGINEERING		285,834	386,350	138,500	179,729	138,500	153,500	15,000	11%	188,563	198,626	198,626	198,626
409 TOWNSHIP PROPERTIES													
<i>PUBLIC WORKS BUILDING</i>													
01-409-001-200	Supplies	323	109	5,000	335	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-409-001-231	Propane & Heating	12,718	13,680	13,000	5,418	13,000	13,000	-	0%	13,000	13,000	13,000	13,000
01-409-001-250	Maintenance & Repairs	7,029	10,679	9,800	2,833	15,500	16,150	650	4%	16,150	16,150	16,150	16,150
01-409-001-320	Telephone	2,176	1,236	1,700	1,098	1,700	1,700	-	0%	1,700	1,700	1,700	1,700
01-409-001-351	Insurance - Property	3,079	6,619	3,600	2,694	4,680	4,118	(562)	-12%	4,118	4,118	4,118	4,118
01-409-001-360	Utilities	6,556	5,234	7,000	5,784	12,000	12,000	-	0%	12,000	12,000	12,000	12,000
01-409-001-450	Contracted Services	1,301	16,431	1,000	2,757	4,000	5,820	1,820	46%	5,820	5,820	5,820	5,820
Total 409-001 PUBLIC WORKS BUILDING		33,182	53,988	41,100	20,918	51,880	53,788	1,908	4%	53,788	53,788	53,788	53,788

**Upper Uwchlan Township
2017 Budget**

	Actual	Actual	Budget	Actual -	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
	2014	2015	2015	9/30/16	2016	2017	'16 Bud	Inc/(Dec)	2018	2019	2020	2021
TOWNSHIP BUILDING												
01-409-003-101	Employee Cost Allocation	1,087	1,629	3,856	-	-	-	#DIV/0!	-	-	-	-
01-409-003-200	Supplies	707	1,815	1,000	798	2,000	2,000	-	0%	1,000	1,000	1,000
01-409-003-231	Propane & Heating Oil	5,385	1,110	5,000	-	5,000	5,000	-	0%	5,000	5,000	5,000
01-409-003-250	Maintenance & Repairs	11,945	5,544	8,000	3,354	8,000	8,000	-	0%	8,000	8,000	8,000
01-409-003-320	Telephone	7,973	7,606	7,000	7,053	7,000	7,000	-	0%	7,000	7,000	7,000
01-409-003-351	Insurance - Property	4,838	6,619	4,800	2,694	6,240	4,118	(2,122)	-34%	4,118	4,118	4,118
01-409-003-360	Utilities	15,073	17,753	15,000	12,505	15,000	15,000	-	0%	15,000	15,000	15,000
01-409-003-450	Contracted Services	28,870	21,725	17,806	20,665	20,000	25,000	5,000	25%	25,000	25,000	25,000
Total 409-003 TOWNSHIP BUILDING		75,879	63,799	62,462	47,068	63,240	66,118	2,878	5%	65,118	65,118	65,118
MILFORD ROAD BUILDING												
01-409-004-200	Supplies	-	-	500	-	500	500	-	0%	500	500	500
01-409-004-231	Propane & Heating Oil	-	1,219	-	-	1,500	1,500	-	0%	1,500	1,500	1,500
01-409-004-250	Maintenance & Repairs	4,393	1,133	3,000	-	3,000	3,000	-	0%	3,000	3,000	3,000
01-409-004-320	Telephone	-	1,542	-	1,435	1,200	1,600	400	33%	1,600	1,600	1,600
01-409-004-351	Insurance - Property	108	165	240	67	312	824	512	164%	824	824	824
01-409-004-360	Utilities	4,489	5,251	2,500	776	2,500	2,000	(500)	-20%	2,000	2,000	2,000
01-409-004-450	Contracted Services	-	329	-	323	500	1,100	600		1,100	1,100	1,100
Total 409-004 MILFORD ROAD		8,991	9,639	6,240	2,601	9,512	10,524	1,012	11%	9,424	9,424	9,424
Total 409 TOWNSHIP PROPERTIES TOTAL		118,051	127,426	109,802	70,586	124,632	130,430	5,798	5%	128,330	128,330	128,330
410 POLICE EXPENSES												
01-410-000-100	Police Wages	1,058,142	1,028,456	1,015,447	780,042	1,061,032	1,101,367	40,335	4%	1,129,679	1,158,722	1,188,516
01-410-000-110	Police Wages - WC reimbursement	(25,818)	-	-	-	-	-	-	0%	-	-	-
01-410-000-150	Payroll Tax Expense	79,191	83,001	77,682	63,207	81,169	84,255	3,086	4%	86,420	88,642	90,921
01-410-000-151	Unemployment Compensation	4,628	3,905	4,680	2,183	2,470	2,535	65	3%	2,535	2,535	2,535
01-410-000-156	Employee Benefit Expense	365,930	372,200	406,559	269,193	405,473	345,027	(60,446)	-15%	363,233	363,233	363,233
01-410-000-158	Medical Expense Reimbursement	-	6,654	-	5,526	7,500	7,500	-	0%	7,500	7,500	7,500
01-410-000-160	Pension Expense	201,991	174,599	211,921	153,959	153,959	150,060	(3,899)	-3%	153,061	156,122	159,245
01-410-000-174	Tuition Reimbursement	9,426	31,902	12,000	25,898	18,000	15,000	(3,000)	-17%	15,000	15,000	15,000
01-410-000-181	Longevity Pay	16,400	16,600	17,000	13,000	18,000	18,200	200	1%	18,400	19,600	20,000
01-410-000-182	Education Incentive	1,750	2,000	2,000	2,000	2,250	3,500	1,250	56%	3,500	3,500	3,500
01-410-000-183	Overtime Wages	33,484	36,510	35,000	26,161	38,000	42,000	4,000	11%	42,000	42,000	42,000
01-410-000-187	Court Time Wages	10,293	7,573	12,000	6,303	12,000	12,000	-	0%	12,000	12,000	12,000
01-410-000-191	Uniform & Boot Allowances	8,700	10,700	8,700	10,700	10,700	10,700	-	0%	10,700	10,700	10,700
01-410-000-200	Supplies	6,290	7,184	9,000	4,012	9,000	12,000	3,000	33%	12,000	12,000	12,000
01-410-000-215	Postage	554	776	750	750	750	750	-	0%	750	750	750
01-410-000-230	Gasoline & Oil	34,931	25,281	40,000	14,281	35,000	25,000	(10,000)	-29%	40,000	40,000	40,000
01-410-000-235	Vehicle Maintenance	13,752	16,363	20,000	18,991	20,000	30,000	10,000	50%	20,000	20,000	20,000
01-410-000-238	Clothing/Uniforms	3,394	5,832	5,000	4,056	5,000	5,000	-	0%	5,500	5,500	5,500
01-410-000-250	Maintenance & Repairs	947	4,341	6,500	1,801	6,500	1,500	(5,000)	-77%	6,500	6,500	6,500
01-410-000-260	Small Tools & Equipment	3,308	4,817	6,000	3,718	6,000	7,000	1,000	17%	7,000	7,000	7,000
01-410-000-311	Non-Reimbursable Legal	5,490	32	3,000	-	3,000	3,000	-	0%	3,000	3,000	3,000
01-410-000-316	Training & Seminars	10,142	11,818	12,000	12,306	14,500	14,500	-	0%	14,500	14,500	14,500
01-410-000-317	Parking & Travel	(4)	205	250	(14)	250	400	150	60%	400	400	400
01-410-000-320	Telephone	4,190	3,658	8,000	2,436	8,000	8,000	-	0%	8,000	8,000	8,000

**Upper Uwchlan Township
2017 Budget**

	Actual	Actual	Budget	Actual -	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
	2014	2015	2015	9/30/16	2016	2017			'16 Bud	Inc/(Dec)	2018	2019
01-410-000-322	564	791	400	587	500	600	100	20%	600	600	600	600
01-410-000-327	-	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-410-000-340	3,702	5,829	6,000	3,236	6,500	7,000	500	8%	7,000	7,000	7,000	7,000
01-410-000-342	5,337	5,647	12,000	12,712	6,000	13,500	7,500	125%	3,000	3,000	3,000	3,000
01-410-000-352	10,316	13,689	10,276	9,994	13,359	12,930	(429)	-3%	12,930	12,930	12,930	12,930
01-410-000-353	3,612	2,005	4,080	607	5,304	4,832	(472)	-9%	5,000	5,000	5,000	5,000
01-410-000-354	34,840	34,741	35,100	26,122	35,750	35,864	114	0%	36,000	36,000	36,000	36,000
01-410-000-420	370	460	500	500	750	750	-	0%	750	750	750	750
01-410-000-450	13,137	6,561	17,000	11,248	18,850	15,500	(3,350)	-18%	15,500	15,500	15,500	15,500
01-410-000-740	641	-	2,000	2,965	5,500	4,000	(1,500)	-27%	2,000	2,000	2,000	2,000
Total 410 POLICE EXPENSES	1,919,631	1,924,130	2,001,845	1,488,480	2,012,066	1,995,268	(16,798)	-1%	2,045,458	2,080,985	2,116,580	2,153,066
411 - FIRE												
01-411-000-316	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-411-000-354	17,102	25,550	28,000	15,297	28,000	28,000	-	0%	29,400	30,870	32,414	34,034
01-411-000-420	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-411-000-450	-	1,566	-	-	-	-	-	#DIV/0!	-	-	-	-
01-411-000-451	67,482	62,568	60,000	41,712	60,000	60,000	-	0%	60,000	60,000	60,000	60,000
01-411-001-001	74,160	74,160	74,160	74,160	74,160	74,160	-	0%	74,160	74,160	74,160	74,160
01-411-001-002	74,282	74,282	74,282	74,282	74,282	74,282	-	0%	74,282	74,282	74,282	74,282
01-411-001-003	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-411-001-004	8,549	8,549	8,549	8,549	8,549	8,549	-	0%	8,500	8,500	8,500	8,500
01-411-001-005	21,721	13,905	13,905	13,905	13,905	15,908	2,003	14%	15,908	15,908	15,908	15,908
01-411-001-006	2,185	2,265	2,200	2,346	2,300	2,300	-	0%	2,300	2,400	2,500	2,600
01-411-001-007	-	269	-	-	-	200	200	#DIV/0!	-	-	-	-
01-411-002-530	105,969	104,016	112,000	103,584	112,000	112,000	-	0%	112,000	112,000	112,000	112,000
Total 411 FIRE	371,450	367,130	373,096	333,834	373,196	375,399	2,203	1%	376,550	378,120	379,764	381,484
412 AMBULANCE												
01-412-000-540	27,038	27,038	27,038	27,038	27,038	27,038	-	0%	27,038	27,038	27,038	27,038
01-412-000-544	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Total 412 AMBULANCE	27,038	27,038	27,038	27,038	27,038	27,038	-	0%	27,038	27,038	27,038	27,038
Total 411-412 FIRE and AMBULANCE	398,488	394,168	400,134	360,872	400,234	402,437	2,203	1%	403,588	405,158	406,802	408,522
413 CODES ADMINISTRATION												
01-413-000-100	213,131	219,850	215,990	164,893	222,470	229,144	6,674	3%	236,018	243,099	250,392	257,903
01-413-000-150	16,648	17,193	16,523	13,030	17,019	17,530	511	3%	18,055	18,597	19,155	19,730
01-413-000-151	1,116	1,454	1,080	570	570	585	15	3%	600	615	630	690
01-413-000-156	73,504	77,855	79,021	59,070	79,021	75,783	(3,238)	-4%	79,781	79,781	79,781	79,781
01-413-000-160	21,283	17,718	19,767	19,648	18,218	17,692	(526)	-3%	18,764	19,327	19,907	20,504
01-413-000-181	5,700	4,500	6,000	6,300	6,300	6,600	300	5%	6,900	7,200	7,500	7,800
01-413-000-200	334	520	1,000	632	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-413-000-230	4,573	4,475	3,800	2,046	3,800	3,800	-	0%	3,800	3,800	3,800	3,800
01-413-000-235	3,310	2,535	1,500	2,815	1,500	1,500	-	0%	1,500	1,500	1,500	1,500
01-413-000-316	2,351	1,438	3,000	863	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
01-413-000-317	855	161	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-413-000-320	1,699	1,458	2,000	1,647	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-413-000-322	577	491	600	337	600	600	-	0%	600	600	600	600
01-413-000-352	332	371	363	212	471	-	(471)	-100%	500	500	500	500
01-413-000-353	660	487	960	173	1,248	308	(940)	-75%	1,000	1,000	1,000	1,000
01-413-000-354	947	1,603	1,620	1,206	1,650	1,655	5	0%	1,700	1,800	1,900	2,000
01-413-000-420	4,933	10,728	5,000	4,095	7,500	7,500	-	0%	5,000	5,000	5,000	5,000
01-413-000-450	639	-	-	519	-	53,760	53,760	#DIV/0!	53,760	55,373	55,373	57,034
Total 413 CODES ADMINISTRATION	352,591	362,837	359,224	278,054	367,367	423,456	56,089	15%	434,979	445,192	454,038	464,843

**Upper Uwchlan Township
2017 Budget**

	Actual	Actual	Budget	Actual -	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
	2014	2015	2015	9/30/16	2016	2017	'16 Bud	Inc/(Dec)	2018	2019	2020	2021
414 PLANNING & ZONING												
<u>General Planning</u>												
01-414-001-116	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-414-001-200	633	28	500	-	500	500	-	0%	500	500	500	500
01-414-001-301	1,716	1,482	1,500	322	1,500	1,500	-	0%	1,500	1,500	1,500	1,500
01-414-001-315	11,966	15,755	3,000	2,954	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
01-414-001-365	479	-	-	-	-	-	-	#DIV/0!	5,000	5,000	5,000	5,000
01-414-001-366	5,051	-	3,000	884	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
01-414-001-367	-	563	3,000	1,095	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
01-414-001-368	2,010	3,125	500	2,663	500	500	-	0%	500	500	500	500
01-414-001-451	-	42,112	60,000	18,032	40,000	-	(40,000)	-100%	1,000	1,000	1,000	1,000
Total 414-001 Planning	21,855	63,064	71,500	25,948	51,500	11,500	(40,000)	-78%	17,500	17,500	17,500	17,500
<u>Village Concept</u>												
01-414-002-367	-	-	8,000	-	8,000	8,000	-	0%	4,000	4,000	4,000	4,000
Total 414-002 Village Concept	-	-	8,000	-	8,000	8,000	-	0%	4,000	4,000	4,000	4,000
<u>Zoning</u>												
01-414-003-100	-	-	800	-	800	800	-	0%	800	800	800	800
01-414-003-301	484	2,850	2,000	1,055	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-414-003-315	-	6,599	2,000	540	6,000	6,000	-	0%	2,000	2,000	2,000	2,000
01-414-003-450	325	3,250	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
Total 414-003 Zoning	809	12,699	5,800	1,595	9,800	9,800	-	0%	5,800	5,800	5,800	5,800
Total 414 PLANNING & ZONING	22,664	75,763	85,300	27,543	69,300	29,300	(40,000)	-58%	27,300	27,300	27,300	27,300
415 EMERGENCY OPERATIONS												
01-415-000-200	547	770	1,000	355	1,500	2,000	500	33%	500	500	500	500
01-415-000-260	2,314	2,548	500	-	1,000	1,000	-	0%	500	500	500	500
01-415-000-316	263	1,134	3,000	-	1,200	1,200	-	0%	3,000	3,000	3,000	3,000
01-415-000-317	-	-	100	-	100	400	300	300%	100	100	100	100
01-415-000-320	1,980	2,598	1,200	1,619	1,200	1,200	-	0%	1,200	1,200	1,200	1,200
01-415-000-330	120	-	500	120	500	500	-	0%	500	500	500	500
01-415-000-420	-	-	-	30	-	50	50	#DIV/0!	50	50	50	50
01-415-000-450	22	-	500	-	500	500	-	0%	500	500	500	500
01-415-000-740	-	217	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
Total 415 EMERGENCY OPERATIONS	5,246	7,266	7,800	2,123	7,000	7,850	850	12%	7,350	7,350	7,350	7,350
422 - 456 OTHER SERVICES												
01-422-000-530	2,770	4,170	3,800	2,450	4,000	4,120	120	3%	4,244	4,456	4,679	4,912
01-422-000-601	9,960	14,320	15,040	12,640	13,040	15,280	2,240	17%	15,280	15,280	15,280	15,280
01-456-000-530	5,000	5,000	5,000	-	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
Total EMERGENCY & OTHER	22,976	30,756	31,640	17,213	29,040	32,250	3,210	11%	31,874	32,086	32,309	32,542
433 SIGNS												
01-433-000-200	2,753	4,847	5,000	1,925	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-433-000-450	225	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
Total 433 SIGNS	2,978	4,847	6,000	1,925	6,000	6,000	-	0%	6,000	6,000	6,000	6,000

**Upper Uwchlan Township
2017 Budget**

	Actual	Actual	Budget	Actual -	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
	2014	2015	2015	9/30/16	2016	2017	'16 Bud	Inc/(Dec)	2018	2019	2020	2021
434 SIGNALS												
01-434-000-450 Contracted Services	3,379	11,729	12,700	7,358	12,700	12,700	-	0%	12,700	12,700	12,700	12,700
	3,379	11,729	12,700	7,358	12,700	12,700	-	0%	12,700	12,700	12,700	12,700
438 PUBLIC WORKS												
01-438-000-100 Public Works Wages	337,347	361,799	371,085	243,696	318,702	327,423	8,721	3%	337,245	347,363	357,784	368,517
01-438-000-101 Employee Cost Allocation	(5,437)	(8,143)	(19,282)	-	(175,253)	-	175,253	-100%	-	-	-	-
01-438-000-150 Payroll Tax Expense	26,648	29,716	28,388	21,012	24,381	25,048	667	3%	25,799	26,573	27,370	28,192
01-438-000-151 Unemployment Compensation	3,735	3,166	3,240	1,948	1,330	1,360	30	2%	1,400	1,435	1,470	1,540
01-438-000-156 Employee Benefit Expense	128,969	142,352	138,311	106,944	140,372	134,109	(6,263)	-4%	141,186	141,186	141,186	141,186
01-438-000-160 Pension Expense	29,071	24,202	27,000	24,688	21,155	19,439	(1,716)	-8%	18,094	18,637	19,196	19,772
01-438-000-181 Longevity	3,600	5,100	5,100	2,250	5,100	5,700	600	12%	7,050	7,800	8,550	10,050
01-438-000-183 Overtime Wages	24,674	22,845	17,000	16,336	17,000	19,100	2,100	12%	19,100	19,100	19,100	19,100
01-438-000-200 Supplies	27,777	39,748	27,100	16,619	36,500	46,700	10,200	28%	46,700	46,700	46,700	46,700
01-438-000-205 Meals and Meal Allowances	-	-	-	420	-	500	500	#DIV/0!	500	500	500	500
01-438-000-230 Gasoline & Oil	38,858	26,584	26,300	23,573	28,000	28,600	600	2%	28,600	28,600	28,600	28,600
01-438-000-235 Vehicle Maintenance	11,524	8,800	12,900	5,904	13,400	13,400	-	0%	13,400	13,400	13,400	13,400
01-438-000-238 Uniforms	2,052	3,189	2,950	2,826	2,950	3,050	100	3%	3,050	3,050	3,050	3,050
01-438-000-245 Highway Supplies	10,248	5,963	10,200	3,246	10,200	10,200	-	0%	10,200	10,200	10,200	10,200
01-438-000-260 Small Tools & Equipment	12,313	14,545	12,450	10,753	11,700	12,820	1,120	10%	12,820	12,820	12,820	12,820
01-438-000-316 Training & Seminars	2,635	2,405	4,160	2,476	4,160	4,600	440	11%	4,600	4,600	4,600	4,600
01-438-000-317 Parking and Travel	-	-	-	560	-	600	600	#DIV/0!	600	600	600	600
01-438-000-320 Telephone	3,736	2,138	3,000	1,989	3,000	3,000	-	0%	4,000	4,000	4,000	4,000
01-438-000-322 Ipad Expense	577	491	1,200	847	1,200	1,200	-	0%	1,200	1,200	1,200	1,200
01-438-000-341 Advertising	1,367	2,807	-	3,463	-	-	-	#DIV/0!	-	-	-	-
01-438-000-342 Accreditation	-	-	-	-	5,000	5,000	-	0%	-	-	-	-
01-438-000-352 Insurance - Liability	1,991	2,227	2,175	1,269	2,828	-	(2,828)	-100%	2,200	2,300	2,400	2,500
01-438-000-353 Insurance - Vehicles	3,838	3,318	4,080	571	5,304	5,663	359	7%	5,663	5,663	5,663	5,663
01-438-000-354 Insurance - Workers Comp.	15,137	13,748	12,961	9,851	8,972	8,601	(371)	-4%	8,601	8,601	8,601	8,601
01-438-000-360 Electric & Heating Oil	-	-	-	-	-	3,000	3,000	#DIV/0!	-	-	-	-
01-438-000-420 Dues/Subscriptions/Memberships	174	100	400	35	400	400	-	0%	400	400	400	400
01-438-000-450 Contracted Services	55,936	41,863	55,940	33,169	64,040	74,840	10,800	17%	74,840	74,840	74,840	74,840
01-438-000-720 Road Resurfacing	164,333	174,778	174,780	206,067	206,067	206,067	-	0%	206,067	206,067	206,067	206,067
	901,104	923,742	921,438	740,512	756,508	960,420	203,912	27%	973,316	985,635	998,297	1,012,097
<u>Public Works - Facilities Division</u>												
01-438-001-100 Public Works Wages-Facilities Div.	-	-	-	72,270	150,166	176,654	26,488	18%	181,954	187,413	193,035	198,826
01-438-001-101 PW Facilities Costs Allocated	-	-	-	(93,356)	-	(170,063)	(170,063)	#DIV/0!	(170,063)	(170,063)	(170,063)	(170,063)
01-438-001-150 Payroll Tax Expense	-	-	-	4,657	11,488	13,514	2,026	18%	13,919	14,337	14,767	15,210
01-438-001-151 Unemployment Compensation	-	-	-	267	1,298	1,360	62	5%	1,435	1,505	1,575	1,645
01-438-001-156 Employee Benefit Expense	-	-	-	31,709	99,658	50,831	(48,827)	-49%	53,513	53,513	53,513	53,513
01-438-001-160 Pension Expense	-	-	-	6,244	9,189	7,308	(1,881)	-20%	5,731	5,903	6,080	6,262
01-438-001-181 Longevity	-	-	-	1,350	1,350	1,500	150	11%	1,650	1,800	1,950	3,600
01-438-001-183 Overtime Wages	-	-	-	597	8,000	8,000	-	0%	8,000	8,000	8,000	8,000
01-438-001-235 Vehicle Maintenance	-	-	-	29	-	-	-	-	-	-	-	-
01-438-001-238 Uniforms	-	-	-	-	-	900	900	#DIV/0!	900	900	900	900
01-438-001-316 Training & Seminars	-	-	-	-	-	3,600	3,600	#DIV/0!	2,000	2,000	2,000	2,000
01-438-001-352 Insurance - Liability	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-438-001-353 Insurance - Vehicles	-	-	-	-	-	1,836	1,836	#DIV/0!	1,836	1,836	1,836	1,836
01-438-001-354 Insurance - Workers Comp.	-	-	-	-	4,228	4,641	413	10%	4,641	4,641	4,641	4,641
	-	-	-	23,768	285,377	100,082	(185,295)	-65%	105,517	111,785	118,235	126,371
Total 438 PUBLIC WORKS	901,104	923,742	921,438	764,280	1,041,885	1,060,502	18,617	2%	1,078,832	1,097,420	1,116,531	1,138,468

**Upper Uwchlan Township
2017 Budget**

	Actual	Actual	Budget	Actual -	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
	2014	2015	2015	9/30/16	2016	2017	'16 Bud	Inc/(Dec)	2018	2019	2020	2021
439 ROAD CONSTRUCTION												
01-439-000-752 East West Link	-	12,263	-	38,600	-	-	-	#DIV/0!	-	-	-	-
	-	12,263	-	38,600	-	-	-	#DIV/0!	-	-	-	-
454 PARK & RECREATION												
<i><u>Parks - General</u></i>												
01-454-001-101 Park Wage Allocation	4,350	6,515	15,425	93,356	175,253	170,063	(5,190)	-3%	170,063	170,063	170,063	170,063
01-454-001-200 Supplies	4,002	2,432	2,500	3,256	2,500	2,500	-	0%	2,500	2,500	2,500	2,500
01-454-001-201 Halloween/Christmas Party	3,206	2,865	5,000	-	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-454-001-202 Block Party	19,311	20,294	20,000	20,973	21,000	21,000	-	0%	21,000	21,000	21,000	21,000
01-454-001-230 Gasoline & Oil	-	60	-	-	-	-	-	#DIV/0!	-	-	-	-
01-454-001-235 Vehicle Maintenance	2,807	2,128	2,500	6,227	2,500	2,500	-	0%	2,500	2,500	2,500	2,500
01-454-001-250 Maintenance & Repairs	297	1,868	500	1,225	500	500	-	0%	500	500	500	500
01-454-001-260 Small Tools & Equipment	947	165	500	567	500	2,700	2,200	440%	2,700	2,700	2,700	2,700
01-454-001-316 Training & Seminars	838	4,345	5,000	-	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-454-001-320 Telephone	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-454-001-340 Public Relations	-	634	-	-	-	-	-	#DIV/0!	-	-	-	-
01-454-001-354 Insurance - Workers Comp.	519	2,672	35,100	2,007	2,750	2,759	9	0%	2,759	2,759	2,759	2,759
01-454-001-420 Dues/Subscriptions/Memberships	120	100	-	10	-	-	-	#DIV/0!	-	-	-	-
01-454-001-450 Contracted Services	124	200	-	495	-	500	500	#DIV/0!	500	500	500	500
	36,520	44,278	86,525	128,118	215,003	212,522	(2,481)	-1%	212,522	212,522	212,522	212,522
<i><u>Hickory Park</u></i>												
01-454-002-200 Supplies - Hickory Park	1,427	1,116	1,500	3,825	1,500	1,500	-	0%	1,500	1,500	1,500	1,500
01-454-002-231 Propane	734	2,474	2,000	-	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-454-002-250 Maintenance & Repairs	5,933	7,372	7,000	6,102	7,000	7,000	-	0%	7,000	7,000	7,000	7,000
01-454-002-351 Insurance - Property	1,759	1,324	2,400	539	2,808	1,647	(1,161)	-41%	1,647	1,647	1,647	1,647
01-454-002-360 Utilities	6,088	3,284	5,000	2,332	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-454-002-450 Contracted Services	23,740	24,597	20,000	13,446	18,787	20,000	1,213	6%	20,000	20,000	20,000	20,000
	39,681	40,167	37,900	26,243	37,095	37,147	52	0%	37,147	37,147	37,147	37,147
<i><u>Fellowship Fields</u></i>												
01-454-003-200 Supplies	698	1,364	1,000	1,767	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-454-003-250 Maintenance & Repairs	9,993	11,232	10,000	3,106	10,000	10,000	-	0%	10,000	10,000	10,000	10,000
01-454-003-312 Engineering Fees	2,513	20,175	2,000	552	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-454-003-320 Telephone	-	-	-	1,427	-	2,500	2,500	#DIV/0!	2,500	2,500	2,500	2,500
01-454-003-351 Insurance - Property	1,759	1,324	1,920	539	2,808	3,295	487	17%	3,295	3,295	3,295	3,295
01-454-003-360 Utilities	7,485	8,766	7,000	4,377	9,000	9,000	-	0%	9,000	9,000	9,000	9,000
01-454-003-450 Contracted Services	20,538	19,325	17,000	12,196	13,000	13,000	-	0%	13,000	13,000	13,000	13,000
	42,987	62,186	38,920	23,964	37,808	40,795	2,987	8%	40,795	40,795	40,795	40,795
<i><u>Larkins Field</u></i>												
01-454-004-200 Supplies	-	305	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-454-004-250 Maintenance & Repairs	28	-	5,000	-	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-454-004-312 Engineering Fees	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-454-004-450 Contracted Services	3,727	4,055	3,000	2,798	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
	3,755	4,360	9,000	2,798	9,000	9,000	-	0%	9,000	9,000	9,000	9,000

**Upper Uwchlan Township
2017 Budget**

	Actual 2014	Actual 2015	Budget 2015	Actual - 9/30/16 2016	Budget 2016	Budget 2017	\$ Inc/(Dec) '16 Bud	% Inc/(Dec)	Budget 2018	Budget 2019	Budget 2020	Budget 2021	
<u>Upland Farms</u>													
01-454-005-200	Supplies	3,157	713	500	1,610	10,000	5,000	(5,000)	-50%	1,000	1,000	1,000	1,000
01-454-005-231	Propane & Heating Oil	1,933	2,593	4,500		4,500	4,500	-	0%	4,500	4,500	4,500	4,500
01-454-005-250	Maintenance & Repairs	-	456	10,000	2,807	10,000	10,000	-	0%	10,000	10,000	10,000	10,000
01-454-005-351	Insurance - Property	880	496	1,200	202	1,560	2,471	911	58%	2,471	2,471	2,471	2,471
01-454-005-360	Utilities	4,943	9,019	4,000	1,021	4,000	4,000	-	0%	4,000	4,000	4,000	4,000
01-454-005-450	Contracted Services	10,818	-	-	2,660	13,000	5,000	(8,000)	-62%	5,000	5,000	5,000	5,000
01-454-005-513	Engineering Fees	42,473	15,188	5,000	1,294	-	-	-	#DIV/0!	-	-	-	-
		64,205	28,464	25,200	9,594	43,060	30,971	(12,089)	-28%	26,971	26,971	26,971	26,971
	Total Individual Parks	150,627	135,176	111,020	62,599	126,963	117,913	(9,050)	-7%	113,913	113,913	113,913	113,913
	Total 454 PARK & RECREATION	187,147	179,454	197,545	190,717	341,966	330,434	(11,532)	-3%	326,434	326,434	326,434	326,434
459 HISTORICAL COMMISSIONS													
01-459-000-200	Supplies	-	2,660	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-459-000-320	Telephone	-	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-459-000-450	Contracted Services	85	1,516	1,500	-	2,500	500	(2,000)	-80%	500	500	500	500
		85	4,176	3,500	-	4,500	2,500	(2,000)	-44%	2,500	2,500	2,500	2,500
	TOTAL EXPENSES BEFORE OPERATING TRANSFERS	5,156,518	5,210,052	5,042,079	4,043,069	5,360,121	5,551,499	191,378	4%	5,672,754	5,767,113	5,852,589	5,944,926
	NET INCOME BEFORE TRANSFERS	1,841,001	825,901	842,220	995,270	757,955	696,118	(61,838)	-8%	647,405	627,038	617,034	601,680
492 OPERATING TRANSFERS													
01-492-000-030	Transfer to Capital Acquisition Fund:												
	For Retirement of Debt	(200,000)	(262,067)	(234,176)	-	(200,000)	(200,000)	-	0%	(200,000)	-	-	-
	Other	(500,000)	(2,347,109)	(375,000)	-	(200,000)	(750,000)	(550,000)	275%	-	(200,000)	(200,000)	(200,000)
01-492-000-036	Transfer to Water Resource Protection Fu	(155,000)	(200,000)	(200,000)	-	-	(250,000)	(250,000)		(25,000)	(90,000)	(85,000)	(90,000)
01-492-000-050	Transfer to Solid Waste Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
	Transfer to Developer's Escrow Fund		(496)										
	Transfer to Act 209 Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
		(855,000)	(2,809,672)	(809,176)	-	(400,000)	(1,200,000)	(800,000)	200%	(225,000)	(290,000)	(285,000)	(290,000)
	Total Expenditures	6,011,518	8,019,724	5,851,255	4,043,069	5,760,121	6,751,499	991,378	17%	5,897,754	6,057,113	6,137,589	6,234,926
	Net Ordinary Income	986,001	(1,983,771)	33,044	995,270	357,955	(503,882)	(861,838)	-241%	422,405	337,038	332,034	311,680
<u>Solid Waste Fund</u>													
	Revenue	1,127,352	1,093,938	1,044,400	926,485	1,042,000	1,187,000	145,000	14%	1,045,600	1,045,800	1,049,000	1,049,200
	Expenses	(741,748)	(820,423)	(759,256)	(588,958)	(827,054)	(834,679)	(7,625)	1%	(846,317)	(860,866)	(865,642)	(870,513)
	Operating transfers	(100,000)	(175,000)	(600,000)	-	(100,000)	(350,000)	(250,000)	250%	(150,000)	(150,000)	(100,000)	(100,000)
	NET INCOME	285,604	98,515	(314,856)	337,527	114,946	2,321	(112,625)	-98%	49,283	34,934	83,358	78,687
	Net Ordinary Income (Loss)	1,271,605	(1,885,256)	(281,812)	1,332,797	472,901	(501,561)	(974,463)	-206%	471,688	371,972	415,393	390,367

GENERAL FUND

GENERAL GOVERNMENT DEPARTMENT

MISSION

The mission of the Board of Supervisors of Upper Uwchlan Township is to provide effective, efficient and responsive local government to its residents through the establishment of policies that reflect the communities' needs and goals. The Board of Supervisors places the health, safety and welfare of the residents above all other priorities.

The Board has appointed a Township Manager who is responsible for the day to day operation of the Township's administrative affairs.

DESCRIPTION OF SERVICES PROVIDED

The Township has a three member Board of Supervisors. One member is elected during the local election, every other year, for a term of six years. The Board of Supervisors is responsible for the appointment of the Township Manager and various boards and commissions. The Supervisors establish municipal policy (in accordance with state law), determine the level of services provided in the Township, adopt an annual budget and set the municipal tax rate for the Township.

The current Board members are as follows:

		<u>Term Expires</u>
Chairperson	Guy Donatelli	12/31/19
Vice-Chairman	Kevin Kerr	12/31/17
Member	Jamie W. Goncharoff	12/31/22

The Board meets twice each month; the workshop is held on the second Tuesday afternoon at 4:00 PM and the business meeting of the Board is held on the third Monday evening of each month at 7:00 PM.

Public meetings and the semi-annual newsletter are an important part of the communication between the Board of Supervisors and the public. The Township's web site is also an efficient means of communicating events and policies to the residents of the Township. The Supervisors are very supportive of the Township's annual "Block Party" that is held the day before Father's Day every June on Route 100 in front of the Township building.

This department includes the salaries and related expenses for the Board of Supervisors as well as "general" government expenses that are not attributable to any specific department.

Members of the Upper Uwchlan Board of Supervisors also lend their experience and expertise to Chester County and enhance the Township's influence by their involvement and membership on various Boards:

- Chester County Planning Commission
- Chester County Association of Township Officials (CCATO)
- Pennsylvania State Association of Township Supervisors (PSATS)
- Brandywine Greenway Initiative
- Chester County Parks and Trails
- Uwchlan Ambulance Corps.
- YMCA

ACCOMPLISHMENTS IN 2016

- No tax increase (since 2006)
- Reviewed and Adopted the following ordinances:
 - Bamboo ordinance
 - Revised noise ordinance
 - Adaptive Re-use of Historic Structures
 - Ordinance authorizing the participation in the Delaware Valley Insurance Trust for the purposes of obtaining property and liability insurance
 - Ordinance revising ACT 209 Transportation Impact Fee
 - Zoning amendment permitting active adult residential use in the F1 Overlay District
 - Amended general standards for open space designation – restricted open space
- Reviewed and adopted the updated Chester County Hazard Mitigation Plan
- Authorized right of way agreements for the Sunoco Mariner II/III project
- Approved final contract document with the Upper Uwchlan Township Police Association
- Authorized Phase II of a Water Resource Protection Program development project
- Approved inter-municipal transfer of liquor license (Acme)
- Authorized the design and engineering of the Eagle Village Pocket Park (Pottstown Pike (S.R. 0100) and Station Boulevard
- Approved the revised Roadway Sufficiency Analysis, Transportation Capital Improvement Plan, and the updated ACT 209 Transportation Impact Fee
- Accepted dedication of Phase II improvements of the Route 100 Wastewater Treatment Facility
- Authorized contract and transition of IT firms
- Authorized contract and transition of phone system provider
- Approved settlement agreement (litigation) with St. Elizabeth's Church
- Approved the 2017 Minimum Municipal Pension Obligation (MMO) for both the Police and Non-Uniformed Pension Plans
- Accepted dedication of the Fellowship Fields Field House – Public/Private partnership
- Approved East Brandywine Fire Department Funding Agreement
- Approved UUT/UUTMA Operations and Maintenance Agreement
- Authorized the following contracts:
 - 2016 Roadway Materials
 - 2016 Pavement Marking
 - 2015/2016 Snow Removal
- Authorized the sale of Township equipment as a result of replacement

GOALS FOR 2017

- Provide leadership and direction to the Township staff and the community
- Maintain Upper Uwchlan Township’s quality of life and provide excellent services in a proactive, cost efficient manner
- No tax increase
- Continue to link the trail system to surrounding municipalities and within Upper Uwchlan Township
- Continue to enhance communication between residents and all levels of Township staff
- Provide opportunities for commercial expansion within Upper Uwchlan Township via the review and updating of Township ordinances

Staffing Statistics – as of the end of the year presented

	2017	2016	2015
Chairman	1	1	1
Vice-Chairman	1	1	1
Member	1	1	1
Total	3	3	3

2017 Budget Summary – General Government

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Personnel and related expenses	\$ 2,691	\$1,346	\$2,691	\$0	0.0%
Liability and Public Officials Bond	28,787	19,105	27,507	1,280	4.7%
All other	32,346	11,211	31,564	782	2.5%
Total	\$63,824	\$31,662	\$61,762	\$2,062	3.3%

Explanation of Major Changes

None

STATISTICS

	2017	2016*	2015
Township meetings attended	71	81	74
Members attending PSATS	3	3	3
Ordinances passed	2	8	10
Resolutions passed	10	11	23
Land development hearings	3	9	6
Conditional Use hearings	3	2	6
Conditional Use approvals	2	2	8

*As of 9/30/16

GENERAL FUND

EXECUTIVE DEPARTMENT

MISSION

The mission of the Executive department is to carry out the policies established by the Board of Supervisors to insure that the Township runs smoothly and efficiently.

DESCRIPTION OF SERVICES PROVIDED

The Executive department includes the Township Manager, Township Secretary, and also the Finance Department. The Finance Department consists of the Treasurer, an Accounting Associate and a part-time Accounts Payable/Utility Billing Associate. The six staff members of the department work at the Township Building in Chester Springs, Pa. The following services are provided:

Township Manager

- Responsible for the proper and efficient administration of all township affairs
- Acts as the liaison between the residents of the township and the duly elected members of the Board of Supervisors

Assistant Township Manager (new position in 2017)

- Responsible for Township communications – website, social media, newsletters
- Responsible for the Township's information technology environment
- Responsible for developing, testing, and maintaining the Township's Continuity of Operations Plan
- Assist in the continued development and administration of the Township's Water Resource Protection Program.
- Parks and Recreation – field scheduling and liaison to the Parks and Recreation Commission
- Grant writing and administration
- Performs the duties of the Township Manager in the absence of the manager unless otherwise directed by the Board of Supervisors
- All other activities as required

Township Secretary

- Maintains the minutes of Board of Supervisor's meetings, Planning Commission meetings, Municipal Authority meetings, Village Concept Committee meetings, and all Township records
- Prepares the monthly meeting agendas and supporting document packets for the Board of Supervisors, Planning Commission, Municipal Authority, and Village Concept Committee
- Assists with all bid letting activities
- Assists with processes related to the adoption of Township Ordinances and Resolutions and maintenance of the Code of Upper Uwchlan Township
- Assists with Township website content
- Provides Public Notary services
- Open Records Officer, except for Police-related Requests

Treasurer/Finance Department

- Performs the Treasury function for the Township
 - Invests available cash at the instruction of the Board of Supervisors and Municipal Authority Board
 - Prepares monthly bank reconciliations
 - Issues real estate tax refunds to residents who have over-paid their taxes
- Handles all aspects of township utility billing for solid waste/recycling and sewer (for the Municipal Authority)
- Maintains the accounting records for the Township and Municipal Authority
- Receives vendor invoices, reviews for accuracy and prepares checks for signature
- Prepares invoices for field use and developers
- Prepares monthly financial statements for the Board of Supervisors and Authority Board
- Prepares the annual budget for the Township and Municipal Authority
- Prepares year-end financial statements, MD&A and statistical sections of the CAFR
- Functions as the Human Resource department for Township employees
- Maintains relationships with outside auditors and handles all other audits, including Liquid Fuels, pension, and workers compensation

ACCOMPLISHMENTS IN 2016

- Coordinated Phase II of the development of a Water Resource Protection Program
- Continued coordination with several pipeline re-purposing/expansion projects
 - Columbia Eastside Expansion Project
 - Sunoco Mariner II and III
- Continued coordination with the Pennsylvania Turnpike on their future widening project
- Ongoing coordination with Chester County on their Emergency Services Communications upgrade
- Assisted with the project management for the following projects:
 - Route 100 Wastewater Treatment Plant Phase II Construction
 - Route 100 Sewer Expansion – Eagle Manor, Windsor Place, Heather Hills sub-divisions
- Transitioned IT/Data services to a new cloud based provider
- Transitioned Township phone system to a new cloud based provider
- Assisted with the drafting of Public Works policies in furtherance of the American Public Works Association (APWA) accreditation process
- Project management – construction of Darrell Drive – roadway connecting Pottstown Pike with Little Conestoga Road
- Project management – opening of Upland Farms as a public passive recreational park
- Finalized ACT 209 traffic impact fee update
- Finalized Management and Operation Agreement with the Upper Uwchlan Township Municipal Authority
- Coordinated with traffic engineer on the design, permitting, and engineering of phase I of the Eagle Village pedestrian connections
- Participated in a needs analysis – Township operations
- Coordinated an MS4 Stormwater permitting audit
- Coordinated a Public Works strategic planning process

- Assisted with the drafting, review and adoption of the following ordinance amendments:
 - Bamboo
 - Noise
 - Adaptive Re-Use of Historic Resources
 - R-1 zoning change
 - Flexible Overlay District zoning change allowing 55+ as a permitted residential use
- Both the Uniform and Non-Uniform Pension Plans were audited for the year ended December 31, 2015
- Established a new Defined Contribution Plan for full time employees hired after January 1, 2016
- In cooperation with the Township's Tax Collector, completed an audit of the tax collector's records and procedures (third year)
- Received our third consecutive GFOA Distinguished Budget Presentation Award for the 2016 Budget
- Prepared our first Comprehensive Annual Financial Report (CAFR) for the year ended December 31, 2015
- Developed and implemented an updated Cash Collections Policy for the Township and Municipal Authority
- Selected a new banking solution following the National Penn/BB&T merger

GOALS FOR 2017

Administration

- Create pay ranges for each position based on current local government salary surveys – PSATS, Montgomery County Human Resource Consortium
- Continue the entry of parcel specific documents and plans into the MuniLogic system
- Continue and expand the use of performance measurement in all departments
- Draft a continuity of operations plan (COOP) for Township Administration and Public Works operations
- Conduct a test of the effectiveness of the Township's contingency plan
- Equip and make operational a temporary continuity of operations center at Public Works
- Continue to develop the Water Resource Protection program
- Since Revelstone was discontinued - research, identify and implement a new Performance Management solution for the Township

Finance

- Continue to decrease the amount of time between utility payment receipt and deposit/recording in the accounting records
- Obtain additional training – Human Resources, Edmunds and other
- Review and improve the Accounting Policies and Procedure Manual
- Increase collection of solid waste and sewer receivables through additional procedures recommended by our legal counsel
- Continue to prepare a Comprehensive Financial Audited Report (CAFR) each year
- Receive the GFOA award for the December 31, 2016 CAFR
- Document management
 - Develop procedures and process

- Scan documents from prior years
- Add the Accounts Receivable module to Edmunds software to improve reporting and collections
- Revise the Non-Uniformed Employee Personnel manual

Staffing Statistics – as of the end of each year presented

	2017	2016	2015*
Full time:			
Township Manager	1	1	1
Assistant Twp. Manager	1	-	-
Township Secretary	1	1	1
Treasurer	1	1	1
A/R – A/P Manager	1	1	1
Accounting Assistant	1	-	-
Part time:			
Finance/Admin	-	.6	1.2
Total	6.0	4.6	5.2

*Includes two part-time individuals who were budgeted to work a combined total of 44 hours/week. One of the two part-time employees resigned during 2016; the other employee will transition to full time effective January, 2017.

2017 Budget Summary – Executive

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Personnel and related expenses	\$704,110	\$393,202	\$548,604	\$155,506	28.3%
All other	36,339	36,856	36,908	(569)	-1.5%
Total	\$740,449	\$430,058	\$585,512	\$154,937	26.5%

Explanation of Major Changes

Personnel and related expenses have increased 26.5% for 2017 due to increased staff. The Executive budget includes two new full time positions in 2017 – an Assistant Township Manager and an Accounting Assistant. The Accounting Assistant will take the place of two part-time employees who were budgeted for approximately \$50,000 in salary and related expenses in 2016. The total costs associated with the new Assistant Township Manager are approximately \$130,000.

All other consists primarily of seminars and training and contracted services.

STATISTICS

	2017	2016*	2015
Township meetings attended	66	56	80
Meeting packages prepared	45	37	50
Conditional Use Applications processed	5	2	8
Subdivision and land development applications processed	2	9	0
Ordinance amendments Discussed	8	10	11
Adopted	7	8	10
Right to Know Requests	50	45	65
Bid packages prepared	8	7	10
Certifications issued for settlements	125	125	105
Number of utility bills mailed – solid waste (<i>includes reminders</i>)	4,275	4,253	3,983
Number of solid waste bills paid through the on-line WIPP	300	250	302
Number of liens collected – solid waste	15	3	5
Number of utility bills mailed - sewer	9,708	9,669	9,652
Number of sewer bills paid through the on-line WIPP	1,000	950	1,075
Number of liens collected - sewer	15	8	4
Utility payment processing - date of receipt to date processed <i>Peak time</i>	2 days	2 days	14 days
Utility payment processing – date of receipt to date processed <i>Off peak</i>	1 day	1 day	2 days
Notary services provided	50	46	51

*As of 9/30/16

PERFORMANCE MEASURES

Township Goals Supported:

- Inclusive Government
 - Significantly increase citizen understanding, access to and participation in, Upper Uwchlan Township local government

- Effective and Efficient Township Services
 - Define levels of service for township services
 - Become a vision and goal-driven organization that is accountable to the residents of the Township

Finance Department

GFOA Distinguished Budget Presentation Award

The GFOA issues this award to municipalities whose budgets meet the highest principles of governmental budgeting.

	2017	2016	2015
Number of consecutive years receiving the GFOA Budget Presentation Award	4	3	2

Containment of Audit Costs

This measures the cost of all Township audits (Township, Municipal Authority, two pension plans and the Tax Collector audit) and the ability of the Finance department to contain those costs by preparing the financial statements and performing other tasks to assist the auditors. Prior to the year ended 12/31/13, the Township did not audit the two pension plans or the Tax Collector.

	2017	2016	2015
<i>Audit year end:</i>	<i>12/31/16</i>	<i>12/31/15</i>	<i>12/31/14</i>
Number of audits performed	5	5	5
Total cost	\$37,950	\$37,700	\$34,000
% change from prior year	0.70%	10.9%	-11%

Annual Audited Financial Statements

The Township has set a goal of improving its annual financial statements by moving from the state-mandated DCED format to full GAAP statements and finally to the highest level of financial reporting, a CAFR. The Township files the DCED report with the Commonwealth of Pennsylvania and also prepares a Comprehensive Annual Financial Report (CAFR).

	2017	2016	2015
<i>Audit year end:</i>	<i>12/31/16</i>	<i>12/31/15</i>	<i>12/31/14</i>
DCED report	1	1	1
Full GAAP statements	Not applicable	Not applicable	1
CAFR	1	1	Not applicable
Receive GFOA award for CAFR	1	No -1 st year	Not applicable

GENERAL FUND

AUDIT

DESCRIPTION OF SERVICES PROVIDED

The Township has several elected auditors who, at their option, may review the Township’s annual financial statements. The Board of Supervisors annually appoints a firm of certified public accountants to perform an audit of the Township’s financial statements. The firm of Barbacane, Thornton & Company LLP has provided audit services to the Township (and the Upper Uwchlan Township Municipal Authority) since 2009.

ACCOMPLISHMENTS IN 2016

- Audited the Township’s financial statements for the year ended December 31, 2015 and assisted the Township in preparing and filing its first Comprehensive Annual Financial Report (“CAFR”)
- Assisted the Township in implementing GASB 68
- Audited the Township’s Police and Non-Uniform Pension Plans for the year ended December 31, 2015
- Performed an audit of the Tax Collector’s records and procedures (at the request of the Tax Collector) for the year ended December 31, 2015.

GOALS FOR 2017

- Continue to provide audit services to the Township, Municipal Authority and the Township’s two pension plans
- Continue to audit the Tax Collector’s accounts and records

2017 Budget Summary - Audit

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Audits	\$26,650	\$26,000	\$24,950	\$1,700.00	6.8%
Total	\$26,650	\$26,000	\$24,950	\$1,700.00	6.8%

Note: The audit fees for the two pension plans are paid by the respective plan so they are not included in the General Fund budget. The amounts shown are for the Township audit/CAFR and the audit of the Tax Collector.

Explanation of Major Changes

Audits increased by \$1,700.00; in 2016 the Township incurred additional fees of \$2,000 to Barbacane Thornton for work pertaining to the implementation of GASB 68. In subsequent years, the cost is expected to be \$1,000.

GENERAL FUND

TAX COLLECTION

DESCRIPTION OF SERVICES PROVIDED

The Township has an elected Tax Collector who collects the township property taxes for Upper Uwchlan Township. The Tax Collector is responsible for mailing the tax bills, collecting the receipts, maintaining records of each property owner’s payment status, remitting tax payments to the Township and filing monthly reports of his collections with the Township Treasurer. The tax collector provides the Township with a monthly list of refunds due to property owners due to overpayments. The Township remits refunds to property owners.

ACCOMPLISHMENTS IN 2016

- Provided information to the residents of the Township via the Township newsletter concerning tax collections and frequently asked questions
- At the request of the Tax Collector, the tax accounts, records and process were reviewed by the Township’s auditors resulting in process improvements which will improve efficiency, compliance and timeliness of collections

GOALS FOR 2017

- Maintain professionalism in his duties as Tax Collector
- Continue to provide communication to the residents of the Township on all property tax issues
- Take courses required to maintain certification as a Tax Collector in Pennsylvania

Staffing Statistics – as of the end of each year presented

	2017	2016	2015
Tax collector	1	1	1
Total	1	1	1

*The tax collector is not an employee of the Township and does not receive any medical or other benefits.

2017 Budget Summary – Tax Collector

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Personnel related expenses	\$20,454	\$16,607	\$22,607	(\$2,153)	- 9.5%
Bonding	600	525	600	0	0%
All other	5,500	4,773	5,500	0	0%
Total	\$26,554	\$21,905	\$28,707	(\$2,153)	-7.5%

Explanation of Major Changes

Personnel related expenses decreased by \$2,153. The Tax Collector is compensated at a rate of 2% of Township real estate taxes that he collects. Based on a review of the taxes collected in 2015 and 2016 (through September 30), his budgeted compensation for 2017 was reduced.

STATISTICS

	2017	2016*	2015
Tax bills mailed	3,900	3,956	4,080
Tax bills processed	3,725	3,758	3,988
Certifications issued	380	384	370
Liens filed at year end	85	88	105

*As of 9/30/16

GENERAL FUND

LEGAL

DESCRIPTION OF SERVICES PROVIDED

The Township has several outside law firms that provide legal services to the Township as needed. Some legal expenses incurred by the Township are reimbursed by the developer or resident that is requesting approval on land development projects.

ACCOMPLISHMENTS IN 2016

- Not applicable

GOALS FOR 2017

- Not applicable

Staffing Statistics – as of the end of each year presented

	2017	2016	2015
None			
Total			

2017 Budget Summary – Legal

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Legal - reimbursable	\$10,000	\$6,936	\$10,000	\$0	0.0%
Legal – non reimbursable	30,000	24,544	35,000	(5,000)	-14.3%
Contracted services	5,000	8,711	5,000	0	0.0%
Total	\$45,000	\$40,191	\$50,000	(\$5,000)	-10.0%

Explanation of Major Changes

Contracted services consists of legal services other than that provided by the Township’s solicitor.

GENERAL FUND

COMPUTER

DESCRIPTION OF SERVICES PROVIDED

This department includes the services of outside consultants who provide technical assistance to the Township as well as the firms who host our website and other programs. It also includes purchases to upgrade computers for various departments in the Township. Computers and related equipment are generally expensed since the cost is under the capitalization threshold.

ACCOMPLISHMENTS IN 2016

- Continued technology replacement program
- Conducted an RFP process, identified, and transitioned Township IT operations to a new IT provider - Systems are now cloud based with full redundancy
- Conducted an RFP process, identified, and transitioned Township phone system to a new provider – System is now cloud based with full redundancy

GOALS FOR 2017

- Draft, implement and test a formal Continuity of Operations Plan for all IT and phone systems

Staffing Statistics – as of the end of each year presented

	2017	2016	2015
None			
Total			

2017 Budget Summary – Computer

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Software & supplies	\$6,000	\$6,796	\$6,000	-	0.0%
Hardware	7,000	12,686	7,000	-	0.0%
Website	5,000	-	5,000	-	0.0%
Contracted services	52,000	48,412	43,000	\$9,000	20.9%
Total	\$70,000	\$67,894	\$61,000	\$9,000	14.8%

Explanation of Major Changes

Contracted services increased to purchase an accounting module for our accounting software that is used for both general accounting, utility billing and receivables.

GENERAL FUND

ENGINEERING

DESCRIPTION OF SERVICES PROVIDED

This department includes the services of outside consultants who provide technical assistance to the Township for engineering and traffic engineering services.

ACCOMPLISHMENTS IN 2016

- Continued coordination with the Pennsylvania Turnpike, PennDOT, and the Chester County Planning Commission (CCPC) on the planned widening of the Turnpike and its potential impacts on the Township's roadway and pedestrian networks
- Provided project management and inspection for the Upland Farms Park Development and Trail Project
- Finalized the site plan and managed construction of the parking lot and walking trails at Upland Farms
- Coordinated with the DVRPC and PennDOT to plan and design a pedestrian trail connecting Upland Farms and the Village of Eagle with connections on both Pottstown Pike (S.R. 0100) and Little Conestoga Road. The project is being funded through a Transportation Alternatives Program (TAP) grant in the amount of \$560,000
- Ongoing design, engineering, and permitting of Phase IV of the Park Road Pedestrian Trail (Hickory Park to the Marsh Creek State Park)
- Designed and engineered the plan for the Eagle Village Pocket Park, to be located at Pottstown Pike (S.R. 0100) and Station Boulevard.
- Finalized and moved to adoption the updated ACT 209 Transportation Capital Improvement Plan and Roadway Sufficiency Analysis
- Ongoing construction inspections in various sub-divisions (Byers Station - Ewing, Waynebrook)
- Pre-dedication inspections completed in several sub-divisions (Byers Station – Ewing, Reserve at Waynebrook)
- Reviewed six sub-division and/or land development plans
- Reviewed four conditional use applications
- Ongoing assistance regarding the Sunoco Mariner II/III gas pipeline expansion and/or upgrade projects
- Finalized design, bid process management, and construction management and inspection for the construction of Darrell Drive, the roadway connecting Little Conestoga Road with Pottstown Pike (S.R. 0100)
- Continued design for the re-decking of the Lyndell Road Bridge – a coordinated effort with East Brandywine Township
- Submitted two (2) grant applications specific to the Marsh Creek Watershed Protection Initiative
 - DCED/Commonwealth Finance Authority Watershed Restoration Grant
 - DEP Growing Greener Plus

GOALS FOR 2017

- Monitor and assist with ongoing gas pipeline expansion or repair projects
 - Sunoco re-purposing and expansion
 - Sunoco Mariner II and III
- Water Resource Protection Program Development Phase III
- Finalize the design plans for Phase IV of the Park Road Trail
 - Utility clearance
 - Environmental clearance
 - Right of way acquisition
- Bid and manage construction of the Village of Eagle Trail Project – Phase I
- Bid and manage construction and inspection of Phase IV of the Park Road Trail Project

Staffing Statistics – as of the end of each year presented

	2017	2016	2015
None			
Total			

None – outside consultants provide engineering services to the Township

2017 Budget Summary – Engineering

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Engineering - reimbursable	\$75,000	\$86,237	\$100,000	(\$25,000)	-25.0%
Reimbursable Conditional Use	25,000	22,639	0	25,000	100.0%
Engineering – non reimbursable	20,000	46,601	20,000	0	0.0%
Traffic engineering	25,000	5,713	10,000	15,000	150.0%
All other	8,500	18,539	8,500	0	0.0%
Total	\$153,500	\$179,729	\$138,500	\$15,000	10.8%

Explanation of Major Changes

Reason for increase – The 2017 Budget increased by \$15,000 due to the addition of Reimbursable Conditional Use expenses and also for additional Traffic Engineering expenses.

GENERAL FUND

TOWNSHIP PROPERTIES

DESCRIPTION OF SERVICES PROVIDED

This department includes the costs of operating and maintaining the three Township owned buildings – the Township building located at 140 Pottstown Pike; the Public Works building located at 132 Oscar Way and the Milford Road building, all located in Chester Springs, Pa.

ACCOMPLISHMENTS IN 2016

- Completed construction and took dedication of the Fellowship Fields Field House – a public private partnership (Marsh Creek Eagles, Believe and Achieve Foundation, and Upper Uwchlan Township)
- Improved Hickory Park press boxes on fields #1 and #2
- Expanded video surveillance system at the Township Building
- Installed video surveillance system at Fellowship Fields
- Installed access management and video surveillance systems at the Route 100 Wastewater Treatment Plant
- Updated Township Building access management system
- Completed repair and paving project at Public Works facility
- Parking lot paving project at Fellowship Fields (lower lot)
- Parking lot paving project at Hickory Park

GOALS FOR 2017

- Complete Hickory Park Paving Project
- Rebuild Hickory Park press box on field #3
- Roof replacement on all buildings located at Hickory Park

Staffing Statistics – as of the end of each year presented

	2017	2016	2015
None			
Total			

The Public Works Department – Facilities Division provides maintenance for buildings and grounds as needed for all Township properties

2017 Budget Summary – Township Properties

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Township building	\$66,118	\$47,068	\$63,240	\$1,908	4.6%
Public Works building	53,788	20,918	51,880	2,878	3.7%
Milford Road building	10,524	2,601	9,512	1,012	10.6%
Total	\$130,430	\$70,586	\$124,632	\$5,798	4.7%

Explanation of Major Changes

None

GENERAL FUND

POLICE DEPARTMENT



MISSION

The mission of the Police Department is to work in a true partnership with its fellow citizens to enhance the quality of life in our community. By raising the level of public safety through law enforcement, the Police Department reduces the fear and incidence of crime. In accomplishing these goals, service will be our commitment, honor and integrity our mandate.

DESCRIPTION OF SERVICES PROVIDED

The Police department is headquartered at the Township Building in Chester Springs, Pa. The following services are provided:

Chief Of Police

- The Chief of Police plans, organizes and administers a public safety program.
- The Chief of Police has the authority and responsibility for management, direction, planning, staffing, performance, and control of the operation and administration of the Township Police Department.
- Directs functions at all Township events. Serves as the Incident Commander at the scene of all police related incidents.

Police Officers

- The basic obligations of the Department are to protect life and property and all the rights guaranteed by the United States Constitution and the Commonwealth of Pennsylvania's Constitution.
- Prevent abuse and injury whenever possible; to preserve the peace and maintain order; to control crime, apprehend offenders and to enforce the law.

ACCOMPLISHMENTS IN 2016

- Recognized as an accredited Police Department by the Pennsylvania Police Chief's Association for the first time in 2016
- Police operations enhanced through the use of benchmarking
- Proactive with community oriented policing
 - Business community
 - Religious community
 - Sports organizations

○ HOA's

- Customer service focused
- Participation in regional services to provide cost effective specialty services
- Maintained high levels of service during severe winter weather
- Prescription drug take-back program - 300 pounds of drugs destroyed
- Risk Management Team created
- Vehicle operations training, firearms, use of force and incident command training
- Use of social media (Facebook)
- Recognition by the Government Finance Officers Association for budgetary practices
- Members added to CAPS program
- Cultural training for officers
- Effective communications/de-escalation techniques training
- Records storage system completed
- Records being transferred from paper to digital
- Body Cam Program initiated
- Facilities Program Review – assessed required work areas in conjunction with job task analysis and customer service
- Emergency Services (Fire, EMS) Partnership
- Community Classes (Firearms Safety)



GOALS FOR 2017

- Continue to follow customer service based philosophies and practices
- Risk Management Team development
- Develop and implement Citizens Local Government Academy
- Continue to utilize benchmarking data to address personnel and the department’s overall performance
- Attempt to enlist more participants in the Community Assistance Personnel Services Program
- Evaluate community demographics and provide training as needed
- Building Programming Project
- Continue paper records to digital electronic storage
- Market social media sites
- Expand use of social media and technology
- Continue fiscal practices identified by the Government Finance Officers Association practices
- Review Employee Development Program
- Continue Public Safety Presentations
- Continue Accreditation procedures
- Develop Master Comprehensive Pan
- Expand Chaplain Program
- Officer Wellness Program
- Transition into a new patrol uniform

Staffing Statistics – as of the end of each year presented

	2017	2016	2015
Full time:			
Police Chief	1	1	1
Sergeant	0	0	1
Corporal	2	2	1
Detective	1	1	1
Officers	7	7	7
Part time:			
Officers	1	1	0
Admin Assistant	1	1	1
Total FTE’s	11.75	11.75	11.25

Each part-time officer is considered one half FTE. The administrative assistant works approximately ten hours per week and is counts as .25 FTE.



2017 Budget Summary – Police Department

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Personnel and related expenses	\$1,828,006	\$1,384,293	\$1,846,303	\$(18,297)	-1.0%
Vehicle costs	55,000	33,272	55,000	-	-
Insurance – liability & property	17,762	10,601	18,663	(901)	-4.8%
All other	94,500	60,314	92,100	2,400	2.6%
Total	\$1,995,268	\$1,488,480	\$2,012,066	\$(16,798)	-0.8%

Explanation of Major Changes

Personnel and related expenses decreased due to the several factors - the Township was notified that there will be no increase in our medical insurance premiums for 2017. The Township also used part of the Rate Stabilization Fund (RSF) allowance provided by its insurance provider to reduce costs by \$40,000 overall for the Township (\$18,000 was allocated to the Police Department) in 2017.

All other expenses have increased by 2.6% mainly due to consulting services to maintain the documentation required for the Police Department’s accreditation.

STATISTICS

	2017	2016*	2015
Police incidents		9,608	16,529
Radio	NOT PERMITTED	1,406	2,707
Sight	COULD BE	7,218	2,732
Person	DEEMED TO BE	271	447
Headquarters	QUOTAS	5,796	10,643

*As of 8/26/16

Intersection of Route 100 and Graphite Mine Road during snowstorm – Jan. 2016



Sworn Full Time Equivalent (FTE) Employees

The ratio of sworn full time equivalent (FTE) employees to each 1,000 residents

	2017	2016*	2015
Sworn FTE's	1.00	1.00	0.95

Population 11,540

Reported Crimes and Arrests

	2017	2016*	2015
Reported crimes	Unknown	126	141
Arrests	Unknown	84	92
Crimes per 1,000 residents	Unknown	10.92	12.22

*As of 8/25/16

Traffic Safety

Police Traffic Enforcement

	2017	2016*	2015
Traffic stops	Unknown	1,090	1,056
Verbal Warning	Unknown	685	1,320
Written Warning	Unknown	41	137
Citations	Unknown	586	1,056

*As of 8/25/16

Traffic Crashes

Highway traffic accidents

	2017	2016*	2015
Vehicle accidents	Unknown	88	189

*As of 8/25/16



PERFORMANCE MEASURES

Township Goals Supported:

- Health and Safety
 - Provide customer-based, proactive, responsive law enforcement by an accredited law enforcement agency
- Participation and dissemination of information via various social media outlets

	2017	2016	2015
<i>Number of years that the Police Department has been accredited by the Pennsylvania Police Chief's Association</i>	2	1	0
<i>Number of years that the Police Department has used Facebook to share information with residents and others</i>	4	3	2

GENERAL FUND

CODES DEPARTMENT

MISSION

The mission of the Codes Department is to insure the safety of Township residents through compliance with the Uniform Construction Code, the Township Property Maintenance Code and the Storm Water Management ordinance.

Zoning ordinances regulate use, densities, and locations of activities in the Township. The Codes Enforcement Officers enforce municipal ordinances and ensures safe building standards. The Codes Department uses the township engineer to inspect and regulate development projects in accordance with the Township Subdivision and Land Development Ordinance and the Municipalities Planning Code (MPC).

DESCRIPTION OF SERVICES PROVIDED

The Codes department is headquartered at the Township Building in Chester Springs, Pa. The following services are provided:

- Residential and commercial building permits – review, inspect and issue approvals as appropriate
- Address zoning issues and attend meetings of the Zoning Hearing Board as necessary
- Manage various Township facilities, primarily Township parks
- Participates as a member of the Township Safety Committee
- Assists various local organizations in completing community service projects and facilitates the Adopt-A-Roadway trash clean-up program
- Coordinate the annual Block Party
- Provides first impression that people have of the Township, greeting visitors and residents in person or on the phone (*Administrative assistant*)
- Editor of the Township newsletter (*Administrative assistant*)
- Assists Emergency Planning Commission (*Administrative assistant*)
- Issues certifications on property sales/refinance (*Administrative assistant*)

ACCOMPLISHMENTS IN 2016

- Continued the implementation of the Munilogic permitting system
- Enforced the Property Maintenance Code
- Assisted residents with projects, questions, inquiries and other homeowner issues
- Coordinated sewer project in Heather Hill, Windsor Place and Eagle Manor developments
- Coordinated the Township's membership in the Regional Appeals Board
- Coordinated an American flag recycling program as part of an Eagle Scout project
- Coordinated lights for the American flag at Fellowship Fields
- Appointed to the Executive Board of PENNBOC

GOALS FOR 2017

- Continue document management in Munilogic
- Begin Residential Rental Program
 - Identify rental homes in the Township
 - Annual inspection and certificate of occupancy
- Enforce the Property Maintenance Code
- Coordinate with Sunoco on Mariner II and Mariner III projects
- Implement a Fire Inspection program
- Continue to work with the Storm Water Technical Advisory Committee
- Coordinate a Water Resource Protection Program
- Hire a part-time consultant to assist with inspections

Staffing Statistics – as of the end of each year presented

	2017	2016	2015
Full time:			
Codes Department Administrator	1	1	1
Building Inspector	1	1	1
Administrative Assistant	1	1	1
Total	3	3	3

*One individual acts as the Administrative Assistant to the Executive and Codes Departments and is included for accounting purposes in the Codes Department.

2017 Budget Summary - Codes

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Personnel and related expenses	\$402,748	\$264,717	\$345,248	\$57,500	16.7%
All other	20,708	13,337	22,119	(1,411)	-6.4%
Total	\$423,456	\$278,054	\$367,367	\$56,089	15.3%

Explanation of Major Changes

Personnel and related expenses have increased by 16.7% due to the addition of a part-time consultant to assist with a growing number of inspections. Salary increases are budgeted at 3% and medical insurance for 2017 has decreased slightly due to the Township’s decision to use some of the RSF credits to offset medical insurance costs in 2017. There will be no change to medical insurance premiums in 2017.

STATISTICS

	2017	2016*	2015
Building permits issued - residential	640	548	797
Building inspections - residential	1,000	746	987
Building permits issued - commercial	75	73	67
Building inspections - commercial	200	189	194
Re-sale Use & Occupancy permits issued	200	225	233
Re-sale Use & Occupancy inspections	210	240	288
Number of Zoning Hearings attended	5	3	5
Number of facility inspections conducted	150	126	342

*As of 9/30/16

PERFORMANCE MEASURES

Township Goals Supported:

- Health and Safety
 - Maintain the quality of life and the health, safety, and welfare through the administration of all applicable codes, regulations and standards to include, but not limited to: Township codes, building codes, the property management code and the International Fire Code.
- Thriving Local Economy
 - Encourage economic vitality through appropriate zoning, land development and infrastructure improvement

Code Enforcement: Inspector Response to Permits Issued

Average inspections per workday; number of inspections performed (does not include electrical inspections performed by third party electrical underwriters)

	2017	2016*	2015
Number of permits issued	1,000	650	937
Average inspections per workday	1.82	1.44	2.07
Permits issued per 1,000 residents	87	56	81

*As of 9/30/16

Code Enforcement: Costs per parcel

Direct costs of the Code Department relative to the number of parcels in the Township. (Fringe benefits and pension costs are excluded)

	2017	2016*	2015
Codes Department direct costs	\$329,981	\$199,336	\$267,264
Cost per parcel	\$76.56	\$46.25	\$62.01

*As of 9/30/16

GENERAL FUND

PLANNING AND ZONING

DESCRIPTION OF SERVICES PROVIDED

This department includes the costs of updating the Township’s Comprehensive Plan and ordinances, zoning hearing costs (including legal fees and court reporter fees), Act 209 planning costs, and Village Concept expenses.

ACCOMPLISHMENTS IN 2016

- As a continuation of the 2013/2014 Comprehensive Plan update, 2016 saw the review, amendment, and adoption of an updated Roadway Sufficiency Analysis, Transportation Capital Improvement Plan, and the adoption of an updated Act 209 Transportation Impact Fee
- Amended the zoning designation of the parcel located east of the Wallace Township border and south of Little Conestoga Road and identified as Chester County Tax Parcel Number 32-3-37 from R-1 Residential District to R-2 Residential District - Ordinance #2016-02
- Amended zoning ordinance to allow for active adult communities as a permitted conditional use in the F1 Flexible Development Overlay – Ordinance #2016-06
- Amended the zoning ordinance to further restrict permitted uses in restricted open space – Ordinance #2016-08
- Drafted, reviewed, and adopted an ordinance allowing for the adaptive re-use of historic structures – Ordinance #2016-07

GOALS FOR 2017

- Ordinances
 - Historic Preservation/demolition of historic structures
 - Keeping chickens
 - Adopt the FEMA floodplain ordinance
- Update our historic resource inventory
- Amend the zoning designation of the parcel located on Byers Road from R-3/F-2 Overlay to Limited Industrial
- Amend the Subdivision/Land Development ordinances regarding the methods, quantity and procedures for submission of plans

Statistics – as of the end of each year presented

	2017	2016	2015
None			
Total			

2017 Budget Summary – Planning and Zoning

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
General Planning	\$11,500	\$25,948	\$51,500	\$(40,000)	-77.7%
Village Concept	8,000	0	8,000	0	0.0%
Zoning	9,800	1,595	9,800	0	0.0%
Total	\$29,300	\$27,543	\$69,300	\$(40,000)	-57.7%

Explanation of Major Changes

General Planning – the Budget decreased from 2016 because \$40,000 was budgeted in 2016 for the Land Use Assumptions Report (LUAR) and the roadway sufficiency analysis. They are generally done in coordination with the Comprehensive Plan Update, which is done every 10 years.

GENERAL FUND

PUBLIC WORKS DEPARTMENT

(also includes Signs, Signals and Road Construction)

MISSION

The mission of the Public Works Department is to serve the residents of Upper Uwchlan Township by maintaining the public roadways and township parks for the safe and efficient use. The Public Works department also maintains the infrastructure and facilities owned and operated by the Upper Uwchlan Township Municipal Authority.

Township expenses associated with the operation of the wastewater system are charged back to the Municipal Authority and are shown as revenue under the description "Municipal Authority Reimbursement".

DESCRIPTION OF SERVICES PROVIDED

The Public Works Department is located at 132 Oscar Way in Chester Springs, Pa. It is about a half mile from the Township building. The department is responsible for the maintenance and repair of the following:

- Roadways
- Storm water infrastructure
- Traffic signals
- Roadway signage
- Open space parkland
- Athletic facilities
- Waste water pump stations and treatment plants
- Drip/spray fields
- General township facilities

ACCOMPLISHMENTS IN 2016

- Performed over 100 road repairs, using 320 tons of asphalt
- Repaired or rebuilt 19 inlets
- Paved the lower parking lot at Fellowship Fields
- Repaired and resurfaced 3.13 miles of roadway
- Responded to 1,035 PA One call tickets (*as of mid-September*)
- Installed two storm water pipes
- Completed roadside mowing throughout the Township – 16.9 miles, done three times
- Mowed and maintained all Township owned facilities... Parks, Municipal Authority pump stations, sewer plants, spray and drip fields, manholes and spray heads, Public Works garage, Township Building, covered bridge, and Upland Farms. Total of 154.5 acres.
- Called out 19 times for snow or ice removal and other storm related issues, and PA One calls
- Painted 27 arrows and 9 legends at intersections

- Cleaned out all 1,732 storm water inlets at least once during the year
- Took delivery of, assembled, delivered, and retrieved trash totes for Solid Waste collection
- Took delivery of, assembled, and delivered trash cans and picnic tables to Fellowship Fields Park
- Took delivery of, assembled, and delivered trash cans and benches (including stone surrounds) to Upland Farms Park
- Worked with the Township Secretary to prepare bid contracts for road milling and resurfacing, line painting, street sweeping and various road materials
- Worked through the interview process to hire four seasonal employees, one full time employee (replacement) and two new full time positions in the Facilities Division
- Repaired and replaced 43 signs that were not up to MUTCD standards
- Performed intersection trimming to allow for sight distance
- Street trimming for plow and delivery trucks, school busses, and trash trucks
- Performed 22 State safety inspections, 5 emissions inspections and 182 repair and maintenance services on Township owned vehicles and equipment
- Had an addition put on the pole barn to better protect Public Works Department assets
- Reorganized the department to include a *Facilities Division* that is now primarily responsible for all Township facilities, parks, open space, 8 wastewater treatment plants, 17 pump stations, 4 control buildings, 41.25 miles of sewer lines, 88 acres of spray/drip fields and 1,400 spray heads

GOALS FOR 2017

- Continue to work towards APWA International Accreditation
- Have all new employees work towards receiving an LTAP Road Scholar certificate
- Continue to perform our duties in a professional and effective manner
- Obtain additional training – flagger and defensive driving
- Repair and resurface 2.7 miles of roadway
- Recycle old asphalt to make pothole patching a permanent fix – to avoid multiple repairs with cold patch
- Continue to respond effectively to PA One call requests
- Continue Water Resource Protection rehabilitation work
- Asset mapping
 - Storm water basins
 - Signs

Staffing Statistics – as of the end of each year presented

	2017	2016	2015
Full time:			
Director	1	1	1
Road foreman	1	1	1
Skilled road worker	4	4	5
Facilities - Wastewater	1	1	0
Facilities - Parks	2	2	0
Seasonal *	4	4	3
Part-time:			
Administrative assistant	1	1	0
Total FTE's	11.2	11.2	8.5

*Seasonal employees are hired for the warmer months – generally from April to October. Although seasonal employees were budgeted for 6 months, in 2015 and 2016 the seasonal employees returned to school at the end of August so the actual time of employment was approximately three months. The part-time administrative assistant counts as .60 FTE.

2017 Budget Summary – Public Works Department (including Facilities Division)

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Personnel and related expenses	\$804,589	\$543,820	\$822,388	\$(17,800)	-2.2%
Vehicle costs	43,836	29,505	41,400	2,436	5.9%
Insurance – liability & property	5,663	1,841	8,132	(2,469)	-30.4%
Road resurfacing	206,067	206,067	206,067	-	0.0%
Signs	6,000	1,925	6,000	-	0.0%
Signals	12,700	7,358	12,700	-	0.0%
All other	170,410	76,403	139,150	31,260	22.5%
Allocations of Labor to Parks	(170,063)	(93,356)	(175,253)	5,190	-3.0%
Total	\$1,079,202	\$773,564	\$1,060,585	\$18,617	1.8%

Explanation of Major Changes

Personnel and related costs decreased by 2.2%. Three new employees were hired in 2016; medical insurance was budgeted for three employees with a “family” status which has a higher cost than “single” or “parent with child” status. Only one of the new employees had family status for medical insurance purposes, so actual costs in 2016 and expected costs in 2017, are lower.

Insurance – liability and property decreased from the 2016 budget. The Township changed insurance carriers for liability and property coverage effective April of 2016.

All other costs increased by 22.5% due mainly to equipment rental fees and additional training.

Allocations of labor to the parks allows the Township to assign labor costs to the Parks to show the full cost of operating the four Township parks. It includes all personnel costs: salaries, employer portion of Social Security taxes (FICA), overtime, pension expense, medical and dental insurance and Worker’s Compensation insurance.

STATISTICS

	2017	2016	2015
Roadways	58.93 miles	58.43 miles	58.43 miles
Storm water mains	34.12 miles +	34.12 miles +	34.12 miles
Storm water inlets	1,809	1,732	1,713
Storm water basins	5 (township owned)	5 (township owned)	4 (township owned)
Traffic signals	12	12	11
Parks	4	4	4
Trails maintained	9 miles	9 miles	8.25 miles
General Township Facilities (Township building, PW building and Milford building)	3	3	3
Drip/spray fields	24	24	20
Acres of drip/spray fields	107.33 acres	107.33 acres	88.03 acres
Treatment plants	8	8	8
Pump stations	15	15	13
Sanitary main	41.42 miles +	41.42 miles +	41.42 miles
Spray heads	1,400	1,400	1,033
Miles of roadway paved	2.75 miles	2.75 miles	2.75 miles
Roadway signs replaced	50	50	74
Arrows & legends repainted	76	76	76
<i>Roadway painting:</i> White line freshened	22.23 miles	22.23 miles	22.23 miles
Double yellow lines freshened	18.88 miles	18.88 miles	18.88 miles
Acres of grass to mow	166.45	166.45	154.45
<u>Inspections conducted:</u> Wastewater treatment facilities	116	116	108
Township parks	48	48	12
In-depth roadway	10	10	10

PERFORMANCE MEASURES

Township Goals Supported:

- Effective and Efficient Township Services
 - Protect and preserve investment in public facilities
- Thriving Local Economy
 - Invest in, maintain, and manage vehicular and pedestrian networks

Road Rehabilitation

The cost per lane mile to pave and patch Township roads. (asphalt overlay)

	2017	2016	2015
Total lane miles	2.67	3.13	2.67
Total cost	\$430,067	\$430,067	\$424,778
Cost per lane mile	\$161,074	\$137,402	\$159,093

Staff Productivity

The number of road maintenance full time equivalents per 1,000 residents. (Note – the Public Works Director and seasonal employees are not included as FTE’s).

	2017	2016	2015
Total FTE’s	7	7	6
Road maintenance FTE’s per 1,000 residents	0.61	0.61	0.52

Snow and Ice Control

Total miles and per capita cost (salaries, benefits, contracted labor and snow and ice control supplies) for snow and ice control. This includes State roads that are under a snow agreement with the Township.

	2017	2016	2015
Total snow/ice events	Unknown	8	19
Total lane miles	109.00	108.00	108.00
Total cost	Unknown	\$102,072	\$154,558
Tons of snow/ice removal product	Unknown	808.30	1,114.55
Cost per lane mile	Unknown	\$945.11	\$1,431.10

The winter of 2015 had more road icing than snow storms which resulted in higher usage of materials. The Public Works employees worked overtime on 19 days during the winter in 2015, mainly to clear ice from the roads. Winter Storm Jonas occurred over the weekend of January 22 - 24, 2016 and dropped 30 inches of snow in this area. It was so severe that the Federal government is reimbursing local municipalities for a portion of the cost. Upper Uwchlan Township has not yet received any reimbursement.

PUBLIC WORKS TRAINING



In 2016, the Public Works Department began work to achieve accreditation by APWA. During a two day session, with the assistance of consultants from Lafayette College, the team worked to develop a strategic plan for the department.

PUBLIC WORKS BUILDING



The Upper Uwchlan Township Public Works Department is located less than a mile from the Township Building. This photo shows the front of the building, with the salt shed to the far right. During 2016, the parking lot was re-surfaced and striping was added to clearly delineate the parking spaces.

PUBLIC WORKS DEPARTMENT



One of the newer trucks in the Public Works Department is being used for a paving project that was done in-house.

PUBLIC WORKS DEPARTMENT



The Public Works Department is re-surfacing the parking area in Hickory Park.

PUBLIC WORKS DEPARTMENT



The front end loader was one of the pieces of equipment used during the 2016 snowstorms – including Snowstorm Jonas, which dumped nearly 30 inches of snow on the Township in January of 2016.

PUBLIC WORKS DEPARTMENT



The Upper Uwchlan Public Works crew responded to a resident's call about a family of ducklings that were trapped in a storm drain. The ducklings were reunited with their Mom, who was waiting nearby.

GENERAL FUND

TOWNSHIP PARKS

DESCRIPTION OF SERVICES PROVIDED

Upper Uwchlan Township currently operates and maintains three active recreational parks: Hickory Park, Fellowship Fields, and Larkins Field with a total of ten 10 active recreational fields. In 2016, the Township established a Facilities Division within the Public Works Department. Previously the Codes Department and Public Works Department worked together to manage and maintain Township parks and all other facilities. The Facilities Division is staffed with three full time employees and supplemented by seasonal employees. Administrative personnel continue to be responsible for the scheduling of the sports facilities. The Township is appreciative of the involvement of the local youth groups that have invested in our facilities, such as GEYA and the Marsh Creek Eagles. The following services are provided:

- Oversight and management of four park facilities (includes Upland Farms)
- Maintaining the schedule of use for local sports teams
- Inspection of the parks grounds and facilities for safety
- Lawn maintenance and snow removal
- Turf management

ACCOMPLISHMENTS IN 2016

- Continued Turf Management Program at the three (3) active recreational parks – Ten (10) fields
- Managed park usage by local sports teams – GEYA, Penn Fusion, Marsh Creek Eagles, Vincent United, Spirit United, St. Elizabeth’s Crusaders and others
- Managed an on-line scheduling program for field usage
- Conducted 26 safety inspections at all Township parks
- Paved the lower parking lot at Fellowship Fields with over 1,100 tons of asphalt and striped the parking areas
- Re-surfaced two areas of Hickory Park’s parking area with over 600 tons of asphalt (*re-striping to occur before winter*)
- Paved trails and the parking lot at Upland Farms
- Coordinated installation of benches at Upland Farms as an Eagle Scout project
- Conducted a Flag retirement ceremony for the community

GOALS FOR 2017

- Continue the online scheduling of all Parks by local sports teams
- Continue turf management on the Township’s ten (10) fields
- Revise Field Use Policy and coordinate with youth groups
- Review and revise Parks and Recreation Board ordinance, Chapter 27 of the UUT Code
- Consideration and possible implementation of a trails committee
- Continue coordination with the Pennsylvania Turnpike on Turnpike widening, the Park Road Bridge re-construction and limiting impacts to Hickory Park

Staffing Statistics – as of the end of each year presented

	2017	2016	2015
None			
Total			

Personnel are included in the Public Works – Facilities department. An allocation of costs for lawn maintenance is transferred from Public Works – Facilities Division to Parks in the budget and monthly financial statements.

2017 Budget Summary - Parks

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
General Park expenses	\$212,522	\$131,973	\$215,003	\$(2,481)	-1.2%
Hickory Park	37,147	24,488	37,095	52	0.1%
Fellowship Fields	40,795	21,864	37,808	2,987	7.9%
Larkins Field	9,000	2,798	9,000	0	0.0%
Upland Farms	30,791	9,594	43,060	(12,089)	-28.1%
Total	\$330,434	\$190,717	\$341,966	(\$11,532)	-3.4%

Explanation of Major Changes

General park expenses include allocations of personnel related costs for the time spent maintaining the grass and other routine maintenance performed by the Public Works Department.

Upland Farms – there are no major projects planned for Upland Farms during 2017.

Annual Block Party

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Donations	\$10,000	\$10,580	\$10,000	\$0	0.0%
Expenses	21,000	20,973	21,000	0	0.0%
Net cost to the Township	\$11,000	\$10,393	\$11,000	\$0	0.0%

The donations received towards the Block Party are recorded as revenue under the title, "Community Events Donations." The expenses are recorded under "Parks – General".

STATISTICS

	2017	2016*	2015
Number of organizations using the parks on a regular basis	12	10	7
Annual hours that the Township fields are scheduled	5,000	4,700	4,400
On-line field reservations	1,250	1,183	896

*As of 9/30/16

FELLOWSHIP FIELDS – FIELD #1



Fellowship Fields is located at 241 Fellowship Road, Chester Springs, Pennsylvania. It is an active recreational facility that contains four fully lighted athletic fields – three of which are natural grass (above) and one which is synthetic turf. Fellowship Fields is used by various local athletic clubs for football, soccer, lacrosse and rugby.

HICKORY PARK CONCESSION STAND



Hickory Park is located at 331 Park Road, Downingtown, Pa. It is a 31 acre recreational facility that offers four fields used for baseball, tennis, sand volleyball, and basketball. It is also used for walking, bicycling and has a playground and pavilion for picnics.

LARKINS BRIDGE TRAIL



The historic Larkin's Bridge was originally located in the Milford Mills section of the Township. It was moved when the area was flooded to form Marsh Creek Lake. After several re-locations, the bridge currently sits near the intersection of Graphite Mine Road and Station Boulevard and is part of the Upper Uwchlan Township trail system.

UPLAND FARMS



View of the Upland Farms barn and newly paved parking lot. Upland Farms is a 56 acre passive recreational public park. During 2016, the parking lot was paved, providing 50 spaces for the community to have access to the 2,800 linear feet of paved pedestrian trails. The fencing was also added during the year, along with benches, dog waste bag stands, trash cans, and blue bird boxes.

AERIAL PHOTO OF UPLAND FARMS



This photo was taken facing northwest; the main road shown on the right side of the frame is Route 100, the only major road providing north-south access between West Chester to the south and Berks County to the north. Upland Farms can be seen in the middle, sandwiched between The Reserve at Eagle development (farther north) and the Waynebrook development to the south. The large circular building on the property is the Upland Farms wastewater treatment plant. *(photo was taken by the Township's drone)*

AERIAL VIEW OF UPLAND FARMS LOOKING EAST



This view of Upland Farms faces east, with Route 100 crossing in the middle of the photo. The large tan structure to the upper left of the photograph is St. Elizabeth's Catholic Church. The wastewater treatment facility is in the right foreground.

ANNUAL BLOCK PARTY - 2016



The Township's annual Block Party is held the day before Father's Day in June. Route 100 in front of the Township building is closed for the event, which begins at 6 PM and ends after the fireworks - approximately 10 PM. The event is free and includes many fun activities for families. Area businesses and vendors set up stands to sell food and beverages. This photo was taken by the Township's drone.

UPPER UWCHLAN TOWNSHIP BLOCK PARTY



Fireworks display at the conclusion of the annual Upper Uwchlan Township Block Party. The building in the forefront is the historic school house (originally known as The Windsor School) which dates from 1860 and is the public meeting room for the Township.

GENERAL FUND

FIRE AND AMBULANCE DEPARTMENTS

MISSION

The Township seeks to provide quality fire and ambulance services to its residents and others who visit or work in the Township.

DESCRIPTION OF SERVICES PROVIDED

There are no fire companies or ambulance companies located within the Township. Upper Uwchlan Township has contracted with several organizations that serve Upper Uwchlan Township:

- Lionville Fire Company – Station 47
- Glenmoore Fire Company – Station 48
- Ludwig's Corner Fire Company – Station 73
- East Brandywine Fire Company – Station 49
- Uwchlan Ambulance Corps. – Station 87

The Township supports the Fire companies and the ambulance corps. by making semi-annual contributions towards their operations. The amount of contributions made to each company is based on a number of quantitative factors. They include: the number of fire and QRS calls made, the percentage of Upper Uwchlan population within their fire district and the assessment of property values that are located in their fire district.

The Township also receives Fire Insurance Premium Taxes from the Commonwealth of Pennsylvania that is restricted such that every dollar received must be paid to local fire companies within 60 days of receipt. The offsetting expense associated with that revenue is reflected in this department.

Upper Uwchlan is also required by state law to contribute its pro-rata portion of workers compensation premiums paid by each of its supporting fire companies. Those fire companies submit an invoice to the Township annually for payment of its share of the premiums.

ACCOMPLISHMENTS IN 2016

- Continued to provide professional fire and ambulance services to the Township and its residents.
- Executed a Funding Agreement with East Brandywine and West Brandywine Townships which documents the funding formula for the East Brandywine Fire Department

GOALS FOR 2017

- Continue to provide professional fire and ambulance services to the Township and its residents.

2017 Budget Summary – Fire and Ambulance

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Township contributions to Fire & Ambulance Co.	\$199,937	\$197,934	\$197,934	\$2,003	1.0%
State Aid received and paid to fire companies	112,000	103,584	112,000	0	0.0%
Reimbursements to other municipalities	2,500	2,346	2,300	200	8.7%
Hydrant expenses	60,000	41,712	60,000	0	0.0%
Workers compensation insurance	28,000	15,297	28,000	0	0.0%
Total	\$402,437	\$360,872	\$400,234	\$2,203	0.55%

Explanation of Major Changes

Contributions increased \$2,203 from the 2016 Budget to allow for a slightly higher support payment to the East Brandywine Fire Department. Their budget increased for 2017 and Upper Uwchlan’s contribution is calculated at 2.65% of their budget.

STATISTICS*

	2017	2016 **	2015 **
Total calls:			
Ludwig’s Corner	150	154	130
Lionville	75	79	68
Glenmoore	10	14	7
East Brandywine	15	16	11
Uwchlan Ambulance	325	292	344

*The measurement period runs October to September

** For the one year period ended September 30

GENERAL FUND

OTHER SERVICES

MISSION

The Township seeks to provide financial assistance to local charitable organizations that benefit the residents of Upper Uwchlan Township. We are also committed to providing proactive emergency services so that our officials, staff and first responders are prepared in the event of an emergency or disaster. This section also includes the Township's Historical Commission and its activities.

DESCRIPTION OF SERVICES PROVIDED

This department reflects contributions made to various local charitable organizations that provide services to residents of the Township. It includes the Brandywine Valley SPCA (*formerly the Chester County SPCA*), Downingtown Area Recreational Consortium (DARC), and the Henrietta Hankin Library.

The Brandywine Valley SPCA contracts with the municipalities within the County to provide care to stray animals that are found in, or brought to the SPCA, from Upper Uwchlan Township. Without a contract, the SPCA will not accept animals coming from our Township. The contract is for a three year term, from January 1, 2016 to December 31, 2018. The basic contract fee for the 2017 calendar year is **\$1,545**. Additional charges that will be billed monthly include an animal acquisition fee, unclaimed stray animal fee, an activity fee for trips to our Township that do not include acquisition of an animal and an emergency response fee. The contract was effective January 1, 2016; there is a 3% increase applied in the second and third years of the contract.

Contributions are made to DARC based on their budget and requested contribution from the Township as long as it is deemed reasonable and appropriate. For 2017, that amount is **\$15,280** and it is based on the number of Upper Uwchlan Township residents who participated in their programs during the prior year. Usage statistics show that of the eight municipalities supported by DARC, Upper Uwchlan Township had the highest percentage usage at 19.1% in 2016.

The Township contributes **\$5,000** annually to the Henrietta Hankin Library which is an excellent local resource for Township residents.

The Emergency Services department (EMPC) has a total budget of **\$7,850** for 2017. The majority of the budget consists of training; it also includes dedicated phones for EMPC.

The Historical Commission of Upper Uwchlan Township seeks to maintain the historical attributes of the Township. Their budget for 2017 is **\$2,500**.

ACCOMPLISHMENTS IN 2016

- Residents participating in DARC programs – 764 or 19.1% of total participants
- Residents using the Henrietta Hankin Library - are the highest percentage of any municipality in Chester County

GOALS FOR 2017

- Increased resident participation in DARC and the Henrietta Hankin library

2017 Budget Summary – Other Services

	2017 Budget	Actual 2016 (9/30/16)	2016 Budget	2017 Increase (Decrease)	Percentage Change
Emergency Services (EMPC)	\$7,850	\$2,123	\$7,000	\$850	12.1%
Brandywine Valley SPCA	4,120	2,450	4,000	120	3.0%
DARC	15,280	12,640	13,040	2,240	17.2%
Henrietta Hankin Library	5,000	0	5,000	0	0.0%
Historical commission	2,500	0	4,500	(2,000)	-44.4%
Total	\$34,750	\$17,213	\$33,540	\$1,210	3.6%

Explanation of Major Changes

EMPC budget increased from 2016 levels to include training and related travel expenses and additional supplies.

Brandywine Valley SPCA (SPCA) shows a budgeted increase of \$120. The Township entered into a three year contract with the SPCA for animal services effective January 1, 2016. It included a 3% increase in 2017 and 2018. The contract added a \$100 emergency response fee in 2016 and thereafter; we estimated two such responses in 2017.

DARC budget has increased due to higher usage by Upper Uwchlan Township residents. The Township’s support for DARC is dependent on their budget and actual utilization of their services by Upper Uwchlan Township residents.

Chester County Historical Commission (CCHC) budget decreased by \$2,500 from 2016. In 2016, a donation was budgeted for the building fund.

LONG TERM DEBT

Upper Uwchlan Township has a relatively small amount of debt outstanding going into 2017. The Township has a bank loan payable to BB&T (formerly National Penn Bank). The Township also issued \$5,955,000 of General Obligation Bonds in 2014; the amount outstanding as of December 1, 2016 is \$5,620,000. (refer to the next page).

The BB&T bank loan is payable monthly, has a fixed interest rate of 2.10% and matures June 1, 2026. As of October 31, 2016, the principal amount outstanding is \$474,029. The Board of Supervisors is committed to reducing Township debt and has authorized additional payments on this loan for the past several years so that it will be extinguished much earlier. The Board typically includes the amount of additional principal to be paid in the annual Budget.

During the Budget Workshops that were held in October and November, the Board approved the purchase of a street sweeper for the Public Works Department. Financing arrangements were worked out in early December, 2016 with Fulton Bank for an 80% loan over five years at a fixed rate of 2.60%. The amount to be financed is approximately \$210,000. Below is a schedule showing projected payments and balances on both bank loans.

	2016	2017	2018	2019
Balance, January 1	\$709,188	\$466,829	\$388,049	\$127,610
New debt		210,130	-	-
<i>Principal paid:</i>				
Board resolution	200,000	200,000	200,000	-
Regular principal	42,359	88,910	60,439	42,010
Total payments	242,359	288,910	260,439	42,010
Balance, Dec. 31	\$466,829	\$388,049	\$127,610	\$85,600
Scheduled interest	\$13,923	\$15,408	\$14,708	\$2,200

Scheduled interest is the amount of interest that would be paid by following the bank's amortization schedule. If the Township pays additional principal amounts during the remaining years of the loan, the actual amount of interest paid will be less than that shown above.

GENERAL OBLIGATION BONDS, SERIES OF 2014

On September 23, 2014, the Township issued \$5,955,000 of General Obligation Bonds – Series of 2014. The bonds are general obligations of Upper Uwchlan Township and are payable from general revenues. The proceeds from the bond offering will be used to finance the “**Capital Program**” and the costs of issuing the bonds. The bonds are self-liquidating such that interest and principal payments will be paid to the Township from the operations of the Upper Uwchlan Township Municipal Authority.

Debt Limits

Article IX, Section 10 of the Constitution of the Commonwealth of Pennsylvania requires the General Assembly to prescribe the debt limits of units of local governments in the Commonwealth, including the Township, based on a percentage of total revenues of such units over a three-year period immediately preceding the borrowing. Self-liquidating debt and subsidized debt and all debt approved by referendum are excluded from such debt limits. The Debt Act implements Article IX, Section 10 of the Constitution.

Under the Debt Act, the Township may not incur any new non-electoral debt, if, following its issuance, the aggregate net principal amount of outstanding non-electoral debt of the Township will exceed 250 percent of its borrowing base. In addition, the Township may not incur any new lease rental debt or non-electoral debt if, following the issuance thereof, the aggregate net principal amount of outstanding non-electoral and lease rental debt of the Township will exceed 350 percent of its borrowing base. The borrowing base of the Township is defined in the Debt Act as the arithmetic average of the total revenues of the Township for the three full fiscal years of the Township immediately preceding the date on which new non-electoral debt or new lease rental debt is incurred. Total revenues include all revenues of the Township, other than certain non-recurring or dedicated revenues set forth in the Debt Act.

The borrowing base of the Township is calculated to be \$7,183,628. The gross borrowing capacity of the Township is \$17,959,070 and \$25,142,698, under the net non-electoral debt and net non-electoral and lease rental debt, respectively. The issuance of the General Obligation Bonds, Series of 2014 has not affected the Township’s borrowing capacity since they qualify as self-liquidating debt. The remaining borrowing capacity is \$16,633,118 and \$23,816,746, under the same criteria, respectively.

The Capital Program

The Township is financing the purchase of sewer capacity in a newly constructed plant and construction of new sewer infrastructure to serve approximately 121 existing homes in three existing subdivisions in the Township. Construction on the new wastewater treatment plant began in August, 2014. The project will add an additional 300,000 gallons per day of treatment capacity at the existing treatment plant on Route 100. The treatment plant utilizes land disposal (spray and drip irrigation) of treated effluent. Approximately one year from ground breaking, the Township will be obligated to purchase capacity from the constructing developers for approximately \$3 million. The sewer system is owned by the Township and operated by the Upper Uwchlan Township Municipal Authority, which was incorporated in 1990.

Sources and Uses of Bond Proceeds

Sources of Funds

Par amount of Bonds	\$5,955,000
Reoffering Premium	127,842.75
Total Sources	\$6,082,842.75

Uses of Funds

Deposit to Project Construction Fund	\$5,997,438.66
Costs of Issuance	80,707.50
Miscellaneous	4,696.59
Total Uses	\$6,082,842.75

Interest on the bonds will be payable semi-annually on June 1 and December 1 of each year commencing December 1, 2014 until the principal amount is paid. Please refer to the next page for maturity dates, principal amounts, interest rates, yields and prices.

Current Balance

Original Issue	\$5,955,000
Principal payments:	
December 1, 2015	(165,000)
December 1, 2016	(170,000)
Amount outstanding, December 31, 2016	\$5,620,000

\$5,955,000
TOWNSHIP OF UPPER UWCHLAN
Chester County, Pennsylvania
General Obligation Bonds, Series of 2014

**MATURITY DATES, PRINCIPAL AMOUNTS, INTEREST RATES,
YIELDS AND PRICES**

SERIES OF 2014

<u>Maturity Dec. 1</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Yield</u>	<u>Price</u>	<u>CUSIP**</u>
12/01/2015	165,000.00	1.000%	0.350%	100.770%	91667T AA7
12/01/2016	170,000.00	2.000%	0.550%	103.150%	91667T AB5
12/01/2017	170,000.00	3.000%	0.850%	106.749%	91667T AC3
12/01/2018	175,000.00	3.000%	1.200%	107.331%	91667T AD1
12/01/2019	185,000.00	4.000%	1.480%	112.540%	91667T AE9
12/01/2020	190,000.00	2.000%	1.780% *	101.084%	91667T AF6
12/01/2021	195,000.00	2.000%	2.030%	99.799%	91667T AG4
12/01/2022	200,000.00	2.125%	2.280%	98.846%	91667T AH2
12/01/2023	200,000.00	2.300%	2.450%	98.770%	91667T AJ8
12/01/2024	205,000.00	2.450%	2.600%	98.663%	91667T AK5
12/01/2025	210,000.00	2.550%	2.700%	98.557%	91667T AL3
12/01/2026	215,000.00	2.650%	2.800%	98.457%	91667T AM1
12/01/2027	225,000.00	2.750%	2.900%	98.363%	91667T AN9

\$720,000.00 4.000% Term Bond due, December 1, 2030, Yield 3.030%*, Price 104.621% CUSIP** 91667T AP4

\$810,000.00 4.000% Term Bond due, December 1, 2033, Yield 3.200%*, Price 103.793% CUSIP** 91667T AQ2

\$905,000.00 4.000% Term Bond due, December 1, 2036, Yield 3.400%*, Price 102.828% CUSIP** 91667T AR0

\$1,015,000.00 4.000% Term Bond due, December 1, 2039, Yield 4.000%, Price 100.000% CUSIP** 91667T AS8

* Yield to Call.

**The above CUSIP (Committee on Uniform Securities Identification Procedures) numbers have been assigned by an organization not affiliated with the Township. The Township is not responsible for the selection or use of the CUSIP numbers. The CUSIP numbers are included solely for the convenience of bondholders and no representation is made as to the correctness of such CUSIP numbers. CUSIP numbers assigned to securities may be changed during the term of such securities based on a number of factors including, but not limited to, the refunding or defeasance of the issue or the use of secondary market financial products. The Township has not agreed to, and there is no duty or obligation to, update this Official Statement to reflect any change or correction in the CUSIP numbers set forth above.

SOLID WASTE AND RECYCLING FUND

DESCRIPTION OF SERVICES PROVIDED

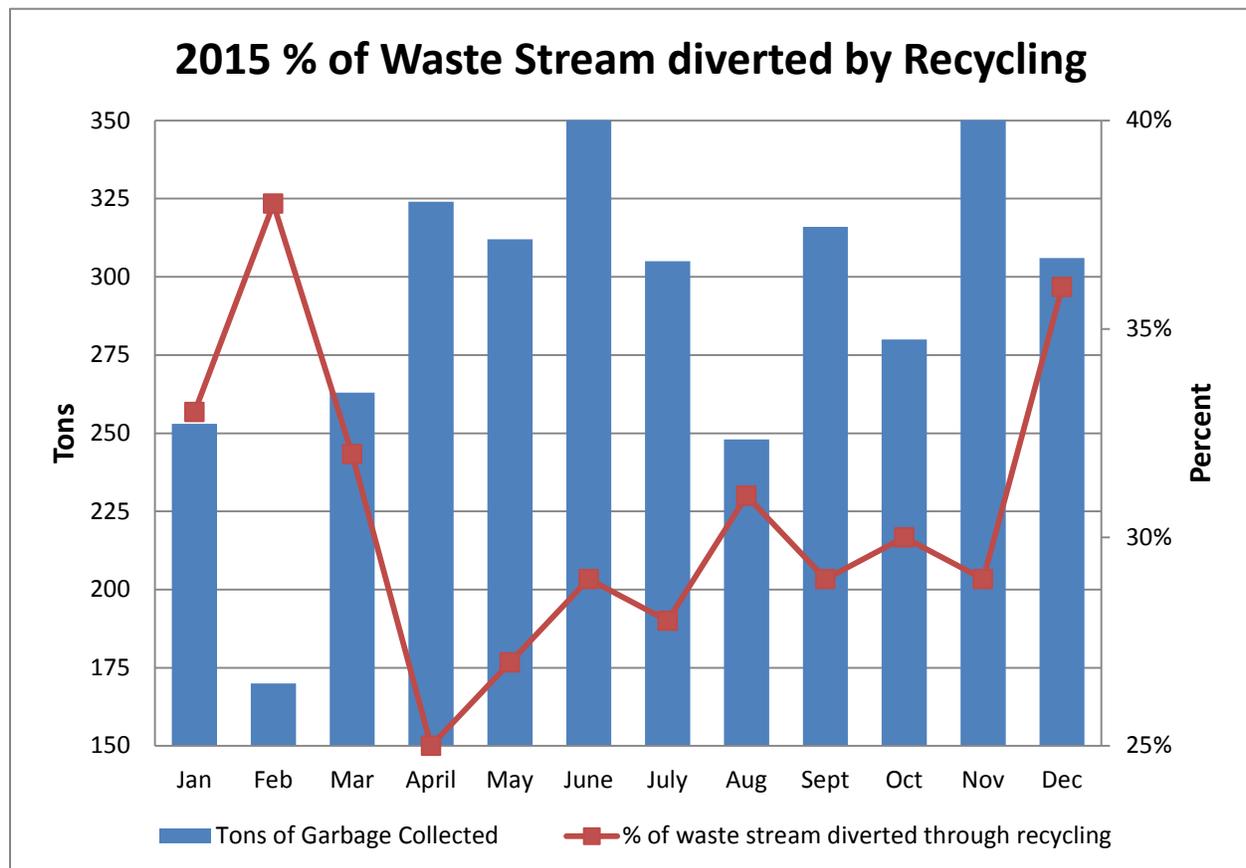
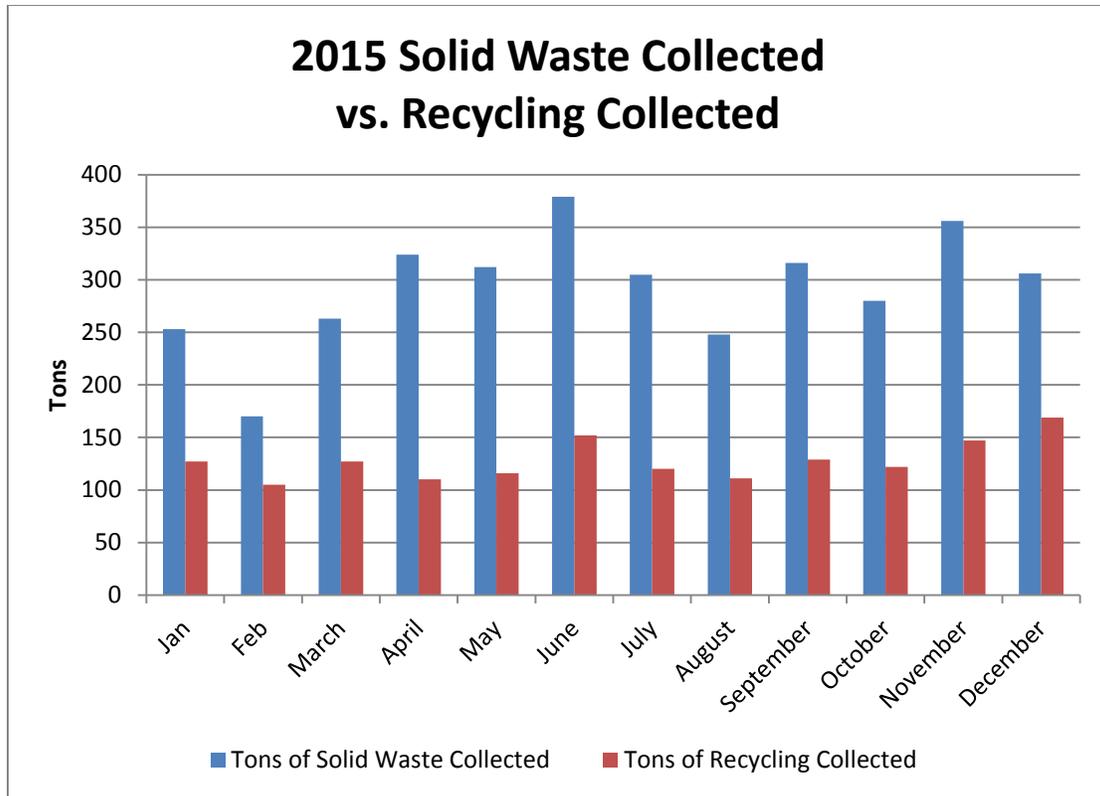
The Solid Waste and Recycling Fund is used to manage revenues and expenditures directly related to the Township’s Solid Waste and Recycling program. Chapter 148 of the Upper Uwchlan Township Code requires all residential property owners in the Township to dispose of recyclable materials and waste using the municipally contracted hauler. Chapter 148 also requires all commercial establishments to dispose of waste and recyclables in compliance with the code. Upper Uwchlan Township provides residential solid waste and recycling services to approximately 3,180 residential properties using a “Toter” system. Each residential property has been issued one solid waste and one recycling container (or “Toter”) 64 or 96 gallons in capacity. Chapter 148 limits residential solid waste collection to no more than 96 gallons/week. There is NO limit on the amount of recyclable materials collected. One bulk item pick-up per month is provided. The Township’s program includes thirty-six yard waste collection dates throughout the year and a permanent yard waste dumpster for residential use located at 132 Oscar Way. Materials accepted on yard waste collection days include yard debris, leaves, tree branches, Christmas trees etc.

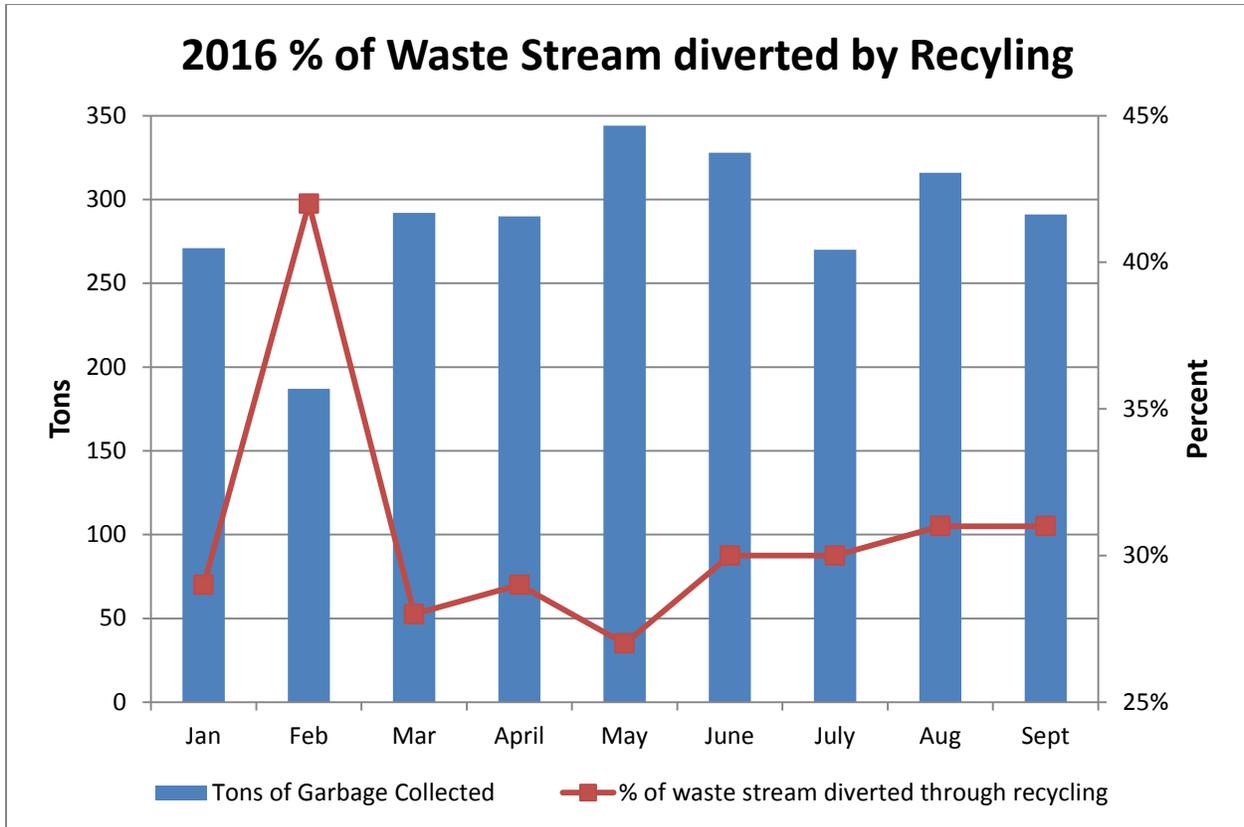
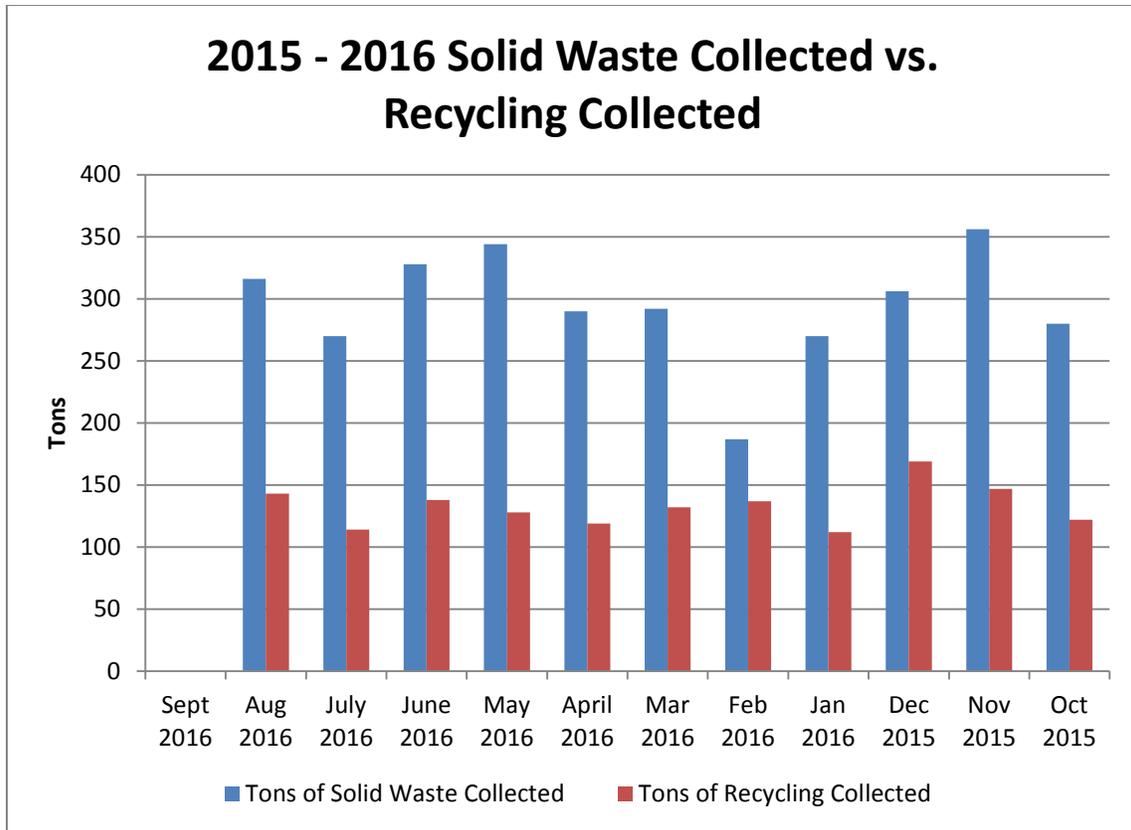
Beginning in 2010, the Township made program changes with the goal of increasing recycling efforts and decreasing the amount of material, measured in tons, being sent to the Chester County Solid Waste Authority Landfill. Costs for disposing solid waste include contracted hauler costs as well as tipping fees at \$63/ton. Material in the solid waste stream has decreased 21% since the new program’s inception in 2010. 2017 looks to continue that trend with a current average of 1 ton per household, per year. This translates to ongoing savings in the area of disposal fees at \$63/ton of solid waste which translates to a long-term sustainable program. The Township tracks, on a monthly basis, data such as tons of garbage collected, tons of recycling collected, tons of yard waste collected, percent of the waste stream diverted by recycling, and the percent of the waste stream diverted by composting. This data will allow the Township to identify monthly and annual trends and gauge the success of program changes, program communication, etc.

PERFORMANCE MEASURES

	2017	2016*	2015
Percentage of the waste stream diverted through recycling	35%	31%	30%
Percentage of the waste stream diverted through yard waste collection	10%	5%	6%

*As of 9/30/16





**Upper Uwchlan Township
Solid Waste Fund
2017 Budget**

	Actual	Actual	Budget	Actual - 9/30	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
	2014	2015	2015	2016	2016	2017	'16 Bud	Inc/(Dec)	2018	2019	2020	2021
INCOME												
341 INTEREST												
05-341-000-000												
Interest Income	2,986	1,998	3,000	1,865	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
	2,986	1,998	3,000	1,865	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
364 SOLID WASTE REVENUE												
05-364-000-010												
Solid Waste Income	982,769	1,029,579	980,000	922,895	980,000	980,000	-	0%	980,000	980,000	980,000	980,000
05-364-000-020												
Recycling Income	11,369	8,492	8,000	1,585	8,000	8,000	-	0%	10,000	10,000	13,000	13,000
05-364-000-025												
Hazardous Waste Event	-	-	2,000	-	2,000	2,000	-	0%	1,600	1,800	2,000	2,200
05-364-000-030												
Leaf Bags Sold	310	404	500	140	500	500	-	0%	500	500	500	500
05-364-000-035												
Scrap Metal Sold	636	12	500	-	500	500	-	0%	500	500	500	500
Equipment Purchase Grant (State)	-	-	-	-	-	145,000	145,000	#DIV/0!	-	-	-	-
05-364-000-040												
Performance Grant	-	53,454	48,000	-	48,000	48,000	-	0%	50,000	50,000	50,000	50,000
Total 364 SOLID WASTE	995,084	1,091,940	1,039,000	924,620	1,039,000	1,184,000	145,000	14%	1,042,600	1,042,800	1,046,000	1,046,200
392 INTERFUND TRANSFER												
05-395-000-000												
Refund of Prior Year Expenses	-	-	-	-	-	-	-	0%	-	-	-	-
Interfund Transfer - Other	-	-	-	-	-	-	-	0%	-	-	-	-
Total 392 INTERFUND TRANSFER	-	-	-	-	-	-	-	0%	-	-	-	-
Total 300 - INCOME	998,070	1,093,938	1,042,000	926,485	1,042,000	1,187,000	145,000	0	1,045,600	1,045,800	1,049,000	1,049,200
Total Income	998,070	1,093,938	1,042,000	926,485	1,042,000	1,187,000	145,000	14%	1,045,600	1,045,800	1,049,000	1,049,200
EXPENSES												
427 SOLID WASTE EXPENSES												
05-427-000-150												
Bank Fees	284	15	200	45	200	200	-	0%	200	200	200	200
05-427-000-200												
Supplies	2,348	-	11,000	-	11,000	11,000	-	0%	11,000	11,000	11,000	11,000
05-427-000-210												
Utility Billing Expenses	766	1,729	3,000	552	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
05-427-000-220												
Postage	2,531	1,916	2,500	372	2,500	2,500	-	0%	2,500	2,500	2,500	2,500
05-427-000-230												
Toters	-	20,880	-	6,129	-	1,000	1,000	#DIV/0!	1,000	1,000	1,000	1,000
05-427-000-314												
Legal Expense	8,654	4,817	8,000	513	8,000	8,000	-	0%	8,000	8,000	8,000	8,000
05-427-000-316												
Training & Seminars	-	369	-	-	500	500	-	0%	500	500	500	500
05-427-000-420												
Dues/Subscriptions/Memberships	-	-	-	125	-	125	125	#DIV/0!	125	125	125	125
05-427-000-450												
Contracted Services	564,526	574,238	583,444	429,658	573,854	573,854	-	0%	580,902	590,770	590,770	590,770
05-427-000-700												
Tipping Fees	213,558	214,133	204,000	151,502	223,000	229,500	6,500	3%	234,090	238,772	243,547	248,418
05-427-000-800												
Recycling Disposal	5,918	2,326	6,000	62	6,000	6,000	-	0%	6,000	6,000	6,000	6,000
TOTAL EXPENSES	798,585	820,423	818,144	588,958	827,054	834,679	7,625	1%	846,317	860,866	865,642	870,513
NET INCOME BEFORE OPERATING TRANSFERS	199,485	273,515	223,856	337,527	214,946	352,321	137,375	64%	199,283	184,934	183,358	178,687
492 OPERATING TRANSFERS												
05-492-000-030												
Transfer to Capital Fund	600,000	175,000	175,000	-	100,000	350,000	250,000	250%	150,000	150,000	100,000	100,000
Transfer to Water Resource Protection Fund	-	-	-	-	-	-	-	-	-	-	-	-
Total 492 OPERATING TRANSFERS	600,000	175,000	175,000	-	100,000	350,000	250,000	250%	150,000	150,000	100,000	100,000
Total Expenditures	1,398,585	995,423	993,144	588,958	927,054	1,184,679	257,625	28%	996,317	1,010,866	965,642	970,513
Net Ordinary Income	(400,515)	98,515	48,856	337,527	114,946	2,321	(112,625)	-98%	49,283	34,934	83,358	78,687

CAPITAL FUND

The Capital Fund is used to account for major capital expenditures for the Township. Capital expenditures are expenses which result in the acquisition of a permanent asset. The Township's capitalization policy is to capitalize any asset which costs at least \$5,000. Asset purchases may be included in the Township's Capital Fund and may not be capitalized if they do not qualify.

The Capital Fund's primary source of revenue consists of transfers from the General and Solid Waste Funds or any grants that are received to offset expenditures it has budgeted.

The Township's debt payments (exclusive of the General Obligation Bonds – Series of 2014) are recorded in the Capital Fund.

During the budget process each year, each department head will submit a request for necessary capital purchases for the upcoming year.

Although smaller items are budgeted in the Capital Fund, such as the purchase of vehicles or equipment, the Township also has several ongoing projects which may take several years to complete. Those current projects are:

Park Road Trail – Phase IV of the Park Road Trail is the final phase to be constructed, connecting the Village of Eagle, and beyond, with the Marsh Creek State Park. This project will also include the reconstruction and repaving of Park Road from Moore Road to the State Park. Originally budgeted for 2016, the design, engineering, and right-of-way acquisition is taking longer than expected. The 2017 Budget includes \$250,000 for the final design, easements, and management and inspection services. Township staff and consultants are working with representatives of the DVRPC and PennDOT to identify funding sources to be used to supplement project costs. Once revenue sources and project expenditures are finally identified, the Board of Supervisors will be asked to formally approve the project for construction.

On-going operating costs – once constructed, the Township will own and maintain the trails with activities to include inspections, vegetation management, and mowing of grass. No additional external costs are anticipated with the maintenance of the trail.

Eagle Village Trail Extension – The Village Trail will be extended from Darrell Drive (adjacent to Route 100) to Park Road and from Little Conestoga Road to Park Road. The Township has put this project out to bid; bids will be opened on December 15, 2016. The Township expects to award the bid during the winter of 2016 - 2017, with construction anticipated during the spring of 2017.

On-going operating costs – no new on-going operating costs are anticipated with the Trail extension.

Village of Eagle Pocket Park– The Village Concept Committee has finalized a design for a “pocket park” (to be named at a later time) to be located at the intersection of Pottstown Pike (S.R. 100) and Station Boulevard. The park will be a passive open space gathering area designed to enhance the pedestrian

friendly environment of Eagle Village. The design and engineering phase has been completed. Construction will be pending Parcel 5C successfully navigating through the land development process.

On-going operating costs – Ongoing operating costs will include operation, inspection and maintenance of the facility, trash and recycling removal, and mowing and trimming. Once completed and functional, we anticipate that these costs will approximate \$3,000 annually.

Upland Farms – The Township began development of Upland Farms as a 56 acre passive recreational public park in late 2015. Construction included a fifty (50) space asphalt parking lot, 2,800 linear feet of 8’ wide asphalt pedestrian trails, natural trails, storm water infrastructure, signage, and benches. The existing barn and farmhouse continue to be repaired and maintained. The Township has drafted a plan for the adaptive re-use of the farmhouse as a community center. The adaptive re-use community center project is pending funding, grant applications, etc.

On-going operating costs – The initial operating costs will be specific to park maintenance activities such as inspection, maintenance and repair, mowing, trimming, and trash and recycling removal. Until such time as the house and barn are further developed utility costs, heating, electricity, water, will be negligible.

Fellowship Fields – Fellowship Fields is an active recreational facility with four lighted multi-purpose athletic fields, one of which is synthetic turf. The synthetic turf field is used by a number of sporting organizations throughout the year. During 2015, The Township constructed a 2,000 square foot field house immediately adjacent to the synthetic turf field. The project was a joint partnership with the Township and Marsh Creek Eagles. The field house contains bathrooms, a community room, a press box area, storage, and concessions. The building was completed in December 2015 and the Township has taken dedication and assumes ownership, operation and maintenance of the facility.

On-going operating costs – On-going maintenance costs include utilities – heating and cooling, electricity, high speed internet services, and maintenance of the building. We estimate that these costs will be approximately \$8,000 annually.

Township Building Expansion – The Township has experienced significant growth in the past 15 years. The Township building, which houses the Police Department and all other administrative offices, is now at full capacity, with staff sharing office space and with limited storage. There is no room for further expansion within the existing space. During 2016, a “needs analysis” was completed by outside consultants who recommended that the Township building should be extended to the rear. Doing so will require an easement from the Downingtown Area School District (DASD), which owns the land bordering the building. Discussions with DASD indicate that they would be agreeable to granting an easement to the Township. The 2017 Budget includes funding in the amount of \$170,200 for an architect to design the addition to the existing Township building.

On-going operating costs – Once completed, it is expected that utility costs will increase by approximately \$10,000.

The Facilities Division of the Public Works Department provides on-going maintenance services to all buildings and parks in the Township. The total cost allocated to all Township parks in the 2017 General Fund budget is \$170,063.

**Upper Uwchlan Township
Capital Fund
Budget**

	Actual	Actual	Budget	YTD	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
	2014	2015	2015	2016	2016	2017	'16 Bud	Inc/(Dec)	2018	2019	2020	2021
<i>(9/30/16)</i>												
INCOME												
30-341-000-000 Interest Earnings	396	1,177	400	2,884	400	3,000	2,600	90%	3,000	3,000	3,000	3,000
30-341-000-010 Grant revenue - County	-	1,199	-	-	-	-	-	#DIV/0!	-	-	-	-
30-341-000-020 Grant revenue - State	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-354-000-030 Grant revenue - Federal	-	-	-	-	750,000	560,000	(190,000)	#DIV/0!	-	-	-	-
30-354-000-040 Grant revenue - other	-	-	-	-	408,000	-	(408,000)	#DIV/0!	-	-	-	-
30-391-000-100 Sale of Fixed Assets	10,347	40,722	-	2,970	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
30-393-000-000 Capital income	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-393-000-020 Proceeds from New Debt	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-393-000-400 Other financing sources	-	-	-	103,950	103,950	-	(103,950)	(1)	-	-	-	-
Total Income before Operating Transfers	10,743	43,098	400	109,804	1,267,350	568,000	(699,350)	#DIV/0!	8,000	8,000	8,000	8,000
INTERFUND OPERATING TRANSFERS												
30-392-000-001 Transfer From General Fund	700,000	2,609,176	609,176	-	400,000	950,000	550,000	#DIV/0!	400,000	200,000	200,000	200,000
30-392-000-005 Transfer From Solid Waste Fund	600,000	175,000	175,000	-	100,000	350,000	250,000	#DIV/0!	100,000	100,000	100,000	100,000
Total Operating Transfers	1,300,000	2,784,176	784,176	-	500,000	1,300,000	800,000	#DIV/0!	500,000	300,000	300,000	300,000
TOTAL INCOME	1,310,743	2,827,274	784,576	109,804	1,767,350	1,868,000	100,650	#DIV/0!	508,000	308,000	308,000	308,000
EXPENSES												
Township Properties												
30-409-000-700 Capital Purchases - General	116	-	6,700	23,030	36,415	206,200	169,785	737%	5,000	5,000	5,000	5,000
30-409-001-700 Capital Purchases - Executive	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-409-002-600 Capital Construction - Township Building	9,900	4,285	-	-	-	-	-	#DIV/0!	-	-	-	-
30-409-002-700 Capital Purchases - Township Building	36,587	6,710	-	5,590	-	-	-	0%	5,000	5,000	5,000	5,000
30-409-003-600 Capital Construction - PW Building	-	-	-	-	61,024	-	(61,024)	#DIV/0!	-	-	-	-
30-409-003-700 Capital Purchases - PW Building	-	2,230	-	-	-	-	-	#DIV/0!	-	-	-	-
30-409-004-600 Capital Construction - Milford Road	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-409-004-700 Capital Purchases - Milford Road	155,758	6,750	-	-	-	-	-	#DIV/0!	-	-	-	-
	202,361	19,975	6,700	28,620	97,439	206,200	108,761	#DIV/0!	10,000	10,000	10,000	10,000
Police												
30-410-000-700 Capital Purchases	30,240	40,520	52,340	28,573	74,805	68,156	(6,649)	-23%	40,000	40,000	40,000	40,000
	30,240	40,520	52,340	28,573	74,805	68,156	(6,649)	-23%	40,000	40,000	40,000	40,000
Codes												
30-413-000-700 Capital Purchases	-	-	-	24,902	24,000	-	(24,000)	-96%	-	-	-	-
	-	-	-	24,902	24,000	-	(24,000)	-96%	-	-	-	-
Public Works												
30-438-000-700 Capital Purchases - Vehicles	68,702	301,211	241,906	438	-	-	-	0%	-	-	-	-
30-438-000-701 Capital Purchases - Equipment	22,309	14,616	26,179	52,114	57,425	240,401	182,976	351%	-	-	-	-
	91,011	315,827	268,085	52,552	57,425	240,401	182,976	351%	-	-	-	-
Parks												
All Parks												
30-454-000-700 Capital Purchases - All Parks	12,632	29,042	17,215	24,660	26,050	89,782	63,732	258%	15,000	15,000	15,000	15,000
Hickory Park												
30-454-001-600 Capital Construction	-	51,019	68,000	21,350	92,620	55,000	(37,620)	-176%	5,000	5,000	5,000	5,000
30-454-001-700 Capital Purchases	-	-	-	-	12,000	-	(12,000)	#DIV/0!	-	-	-	-
Fellowship Fields												
30-454-002-600 Capital Construction	-	187,443	200,000	91,473	112,974	17,000	(95,974)	-105%	15,000	15,000	15,000	15,000
30-454-002-700 Capital Purchases	-	3,334	-	18,221	20,999	-	(20,999)	-115%	-	-	-	-
Larkins Field												
30-454-003-600 Capital Construction	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-454-003-700 Capital Purchases	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Upland Farms												
30-454-004-600 Capital Construction	-	239,377	61,800	16,263	26,800	20,000	(6,800)	-42%	10,000	10,000	10,000	10,000

Upper Uwchlan Township
2017 Budget
Capital Purchases

	Capital Fund Amount	Costs Allocated to Municipal Authority	Total Cost
General Government			
<u>Township Building Expansion:</u>			
Architect (Phase I thru IV)	\$ 170,200	\$ -	\$ 170,200
Township Website - re-design	18,000	-	18,000
School house exterior repairs	18,000	-	18,000
	<u>206,200</u>	<u>-</u>	<u>206,200</u>
Police Department			
Patrol vehicle	38,156	-	38,156
Uniforms - re-design and replace	15,000	-	15,000
Motorcycle replacement - towards future purchase	10,000	-	10,000
Body cameras	5,000	-	5,000
Total Police	<u>68,156</u>	<u>-</u>	<u>68,156</u>
Public Works Department			
<u>General Equipment</u>			
Ten wheel dump truck	160,308	-	160,308
Variable Message Sign	27,600	-	27,600
Total General Equipment	<u>187,908</u>	<u>-</u>	<u>187,908</u>
<u>Water Resource Protection Fund Equipment</u>			
Street Sweeper - down payment (20%)	52,493	-	52,493
(Total cost is \$262,623)	44,210	-	44,210
(subsequent years - \$44,210 at 2.6% interest)	-	-	-
Total Water Resource Protection Fund Equipment	<u>96,703</u>	<u>-</u>	<u>96,703</u>
Total Public Works	284,611	-	284,611
Parks			
<u>General Use Equipment</u>			
Dodge Ram 5500 with dump body	72,478	-	72,478
Nifty Lift	11,450	11,450	22,900
SCAG Mower replacement	5,154	5,154	10,308
Weedwacker Echo Pro	700	700	1,400
	<u>89,782</u>	<u>17,304</u>	<u>107,086</u>
<u>Fellowship Fields</u>			
Fencing repair and padding	17,000	-	17,000
	<u>-</u>	<u>-</u>	<u>-</u>
	17,000	-	17,000
<u>Hickory Park</u>			
Press box #3	10,000	-	10,000
Roofs - three	20,000	-	20,000
Paving parking lots	25,000	-	25,000
	<u>55,000</u>	<u>-</u>	<u>55,000</u>
<u>Upland Farms</u>			
Outbuilding repair and maintenance	20,000	-	20,000
New Gator	8,800	-	8,800
Flagpole & lighting	5,000	-	5,000
	<u>33,800</u>	<u>-</u>	<u>33,800</u>
<u>Village of Eagle Pocket Park</u>			
Design & construction (Ray Ott)	10,000	-	10,000
	<u>10,000</u>	<u>-</u>	<u>10,000</u>
Total Parks	205,582	17,304	222,886

Upper Uwchlan Township
 2017 Budget
 Capital Purchases

	Capital Fund Amount	Costs Allocated to Municipal Authority	Total Cost
Bridges Lyndell Road Bridge			
Decking repair - shared equally with East Brandywine Township	75,000	-	75,000
	<u>75,000</u>	<u>-</u>	<u>75,000</u>
Trails			
Phase IV - Trail:			
Park Road Trail		-	-
Final design	50,000	-	50,000
Management and inspections	100,000	-	100,000
Easements	100,000	-	100,000
<i>(construction after we receive grants)</i>			-
	<u>250,000</u>	<u>-</u>	<u>250,000</u>
 Eagle Village Trail extension			
Construction	560,000	-	560,000
Management and inspections	73,760	-	73,760
	<u>633,760</u>	<u>-</u>	<u>633,760</u>
 Village Transportation Trail Segment - Phase I			
Design	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
 Little Conestoga Road/Buckingham Drive Crosswalk			
Line painting and ramp	24,000	-	24,000
	<u>24,000</u>	<u>-</u>	<u>24,000</u>
 Total Trails and Roads	907,760	-	907,760
 TOTAL CAPITAL PURCHASES	<u>\$ 1,747,309</u>	<u>\$ 17,304</u>	<u>\$ 1,764,613</u>

CAPITAL INVESTMENT PROGRAM

Park Road Trail – Phase IV

Project Location: Park Road
 Estimated Completion Date: 2018

Description: All costs to design, permit, and construct trail improvements connecting Hickory Park with Marsh Creek State park.

Cost Summary:

	Previous Actual	Projected 2016	2017	2018	2019	2020	2021	Project Total
Costs:	\$111,350	\$21,582	\$250,000	-	-	-	-	\$382,932
Resources:								
Capital Fund	111,350	21,582	250,000					382,932
Other								
Total	\$111,350	\$21,582	\$250,000	-	-	-	-	\$382,932

Village of Eagle Pocket Park

Project Location: Village of Eagle, along Pottstown Pike
 Estimated Completion Date: 2017

Description: Ongoing work to enhance the Village of Eagle. Design and construct a Pocket Park.

Cost Summary:

	Previous Actual	Projected 2016	2017	2018	2019	2020	2021	Project Total
Costs:	\$7,500	\$20,000	\$10,000	-	-	-	-	\$37,500
Resources:								
Capital Fund	7,500	20,000	10,000					37,500
Chester County grant								
State of Pa. grant								
Total	\$7,500	\$20,000	\$10,000	-	-	-	-	\$37,500

Upland Farms

Project Location: Upland Farms
 Estimated Completion Date: 2019

Description: Convert Upland Farms to a Community Center with walking trails and a parking lot.

Cost Summary:

	Previous Actual	Projected 2016	2017	2018	2019	2020	2021	Project Total
Costs:	\$239,377	\$16,263	\$20,000					\$275,640
Resources:								
Capital Fund	239,377	16,623	20,000					275,640
Chester County grant								
State of Pa. grant								
Total	\$239,377	\$16,263	\$20,000	-	-	-	-	\$275,640

Total future costs are estimated at \$1.6 million for renovation of the barn. The Township would pursue grants to offset those costs. There is no timetable for construction at this time.

Eagle Village Trail Extension (also known as Sidepath Project)

Project Location: Park Road and Darrell Drive & connection from Little Conestoga Rd to Park Rd
 Estimated Completion Date: 2017

Description: Extend the Park Road Trail from Darrell Drive to Park Road, adjacent to Pottstown Pike and a second segment that will connect Little Conestoga Road to Park Road

Cost Summary:

	Previous Actual	Projected 2016	2017	2018	2019	2020	2021	Project Total
Costs:	\$127,627	\$86,194	\$633,760					\$847,581
Resources:								
Capital Fund	127,627	86,194	73,760					287,581
Other			560,000					560,000
Total	\$127,627	\$86,194	\$633,760					\$847,581

Fellowship Fields

Project Location: Fellowship Fields
 Estimated Completion Date: 2016

Description: Construction of a Field House at Fellowship Fields in partnership with Marsh Creek Eagles, GEYA and other local sports groups.

Cost Summary:

	Previous Actual	Projected 2016	2017	2018	2019	2020	2021	Project Total
Costs:	\$187,443	\$91,473						\$278,916
Resources:								
Capital Fund	187,443	91,473						278,916
Marsh Creek Eagles		200,000						200,000
Total	\$187,443	\$291,473						\$478,916

Township Building Expansion

Project Location: Township Building
 Estimated Completion Date: 2019

Description: Analyze the need for additional space at the Township building, design, permit and construction, if deemed necessary.

Cost Summary:

	Previous Actual	Projected 2016	2017	2018	2019	2020	2021	Project Total
Costs:		\$8,325	\$170,200					\$178,525
Resources:								
Capital Fund		8,325	170,200					178,525
Total	-	\$8,325	\$170,200		-	-	-	\$178,525

The consultants' report indicates that there is a need for additional space at the Township building. In 2017, architects will design an addition to the existing building. When cost estimates are obtained, it will be determined if the Township will move forward with the expansion of the Township building.

LIQUID FUELS FUND

MISSION

The Commonwealth of Pennsylvania requires each municipality that receives Liquid Fuels funding to segregate those monies in a separate Fund and to use them only as prescribed by state statute for the maintenance of public roads.

DESCRIPTION OF SERVICES PROVIDED

The Liquid Fuels Fund was established to manage revenues and expenditures specific to the repair, maintenance, construction and re-construction of public roadways. The amount of a municipality's Liquid Fuels allocation is based on both census population and miles of roadway on their approved Liquid Fuels Inventory. To qualify for Liquid Fuels funding, a roadway must have a minimum right of way of 33'. The "cartway" (drivable surface) must be a minimum width of 16', and the roadway must be a minimum of 250' in length. If the roadway is a dead end, it must have a cul-de-sac (turnaround) at the end with a minimum 40' radius. In order to receive Liquid Fuels funding, the Township is required to submit to the Commonwealth of Pennsylvania a number of forms or reports to include: the MS-965 Actual Use Report, the MS-965P Project and Miscellaneous Receipts, the MS-965S Record of Checks, and the Department of Community and Economic Development's (DCED) Survey of Financial Condition. All Liquid Fuels expenditures must be made in compliance with the Liquid Fuels Tax Act. The Auditor General's Office audits the Township's Liquid Fuels Reports annually.

Where does Liquid Fuels funding come from? Liquid Fuels funding comes from a tax on each gallon of liquid fuels sold in the Commonwealth of Pennsylvania, the Oil Franchise Tax, and the Oil Company Franchise Tax.

Upper Uwchlan Township primarily uses Liquid Fuels funding for the maintenance of qualifying Public Works equipment and for the repair and re-paving of public roadways.

Budget Year	Population (Census - 2010)	Roadway Mileage	Liquid Fuels Allocation
2017	11,227		\$371,642 (estimated)
2016	11,227		\$362,258 (actual)
2015	11,227		\$310,714 (actual)
2014	11,227		\$281,182 (actual)

ACCOMPLISHMENTS IN 2016

- Maintained, repaired, repaved, plowed and salted Upper Uwchlan Township's 55 miles of roadway
- Received federal reimbursement of costs for Snowstorm Jonas – approximately \$98,000

GOALS FOR 2017

- Continue the road resurfacing program

**Upper Uwchlan Township
Liquid Fuels
Budget**

	Actual	Actual	Budget	YTD	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
	2014	2015	2015	2016	2016	2017	'16 Bud	Inc/(Dec)	2018	2019	2020	2021
	(9/30/16)											
Beginning Cash Balance:						409,527			427,854	484,181	540,508	586,835
INCOME												
04-341-000-000 Interest Earnings	415	377	450	350	450	450	-	0%	450	450	450	450
04-389-000-001 Snow Agreement	489	490	475	-	475	475	-	100%	475	475	475	475
04-389-000-002 Turnback Maintenance	14,760	14,760	14,760	14,760	14,760	14,760	-	0%	14,760	14,760	14,760	14,760
04-355-000-002 Motor Fuel Vehicle Taxes	281,182	310,714	313,110	362,258	353,430	371,642	18,212	5%	386,642	401,642	416,642	431,642
Total Income	296,846	326,340	328,795	377,368	369,115	387,327	18,212	105%	402,327	417,327	432,327	447,327
EXPENSES												
04-400-000-074 Equipment Purchase	-	-	-	679	-	-	-	100%	-	-	-	-
<u>Expenses</u>												
04-432-000-239 Snow & Ice Supplies	75,003	99,153	30,000	37,876	75,000	75,000	-	0%	30,000	30,000	30,000	30,000
04-432-000-250 Vehicle Maintenance & Repair	-	5,147	4,000	-	4,000	4,000	-	100%	4,000	4,000	4,000	4,000
04-432-000-450 Snow & Ice Contrated Services	104,996	47,700	50,000	45,119	60,000	60,000	-	0%	50,000	50,000	50,000	50,000
04-438-000-239 Road Project Supplies	2,424	573	6,000	7,758	6,000	6,000	-	0%	6,000	6,000	6,000	6,000
04-439-001-250 Resurfacing	137,833	221,887	250,000	169,243	224,000	224,000	-	0%	250,000	265,000	290,000	290,000
04-439-002-250 Base Repairs	-	-	-	-	-	-	-	#DIV/0!	6,000	6,000	6,000	6,000
04-438-000-450 Road Project Contracted Service	-	-	-	593	-	-	-	100%	-	-	-	-
Total Expenses	320,256	374,460	340,000	260,589	369,000	369,000	-	#DIV/0!	346,000	361,000	386,000	386,000
Total Expenses & Equip Purchases	320,256	374,460	340,000	261,268	369,000	369,000	-	#DIV/0!	346,000	361,000	386,000	386,000
04-472-000-003 Operating Transfers	-	-	-	-	-	-	-	-	-	-	-	-
Net Income	(23,410)	(48,120)	(11,205)	116,100	115	18,327	18,212	#DIV/0!	56,327	56,327	46,327	61,327
Cash Balance:					366,693	-	-	0%	-	-	-	-
Add: PEMA reimbursement expected					97,834	-	-	0%	-	-	-	-
Less: 4Q expenses (estimated)					(55,000)	-	-	0%	-	-	-	-
Ending Cash Balance:					409,527	427,854	18,212		484,181	540,508	586,835	648,162

WATER RESOURCE PROTECTION FUND

MISSION

Water quality, water quantity, and stormwater run-off are issues which affect all local governments. Upper Uwchlan Township has a National Pollutant Discharge Elimination System (NPDES) permit that sets minimum standards and procedures that the Township must meet in the area of stormwater control, pollutant reduction and prevention, and municipal operations. The Township is mandated by the Environmental Protection Agency (EPA) and the Pennsylvania Department of Environmental Protection (PADEP) to have a Stormwater Management Program which addresses both water quality and quantity.

The Water Resource Protection Fund (*previously known as the Stormwater Management Fund*) was established in July, 2014 for the purpose of dedicating resources to protect and preserve our watersheds, reduce pollutants, and control storm water run-off and flooding.

In early 2015, the Township formed a committee to look at what will need to be done to comply with the unfunded mandates of the Federal government, under the NPDES Phase II stormwater regulations which are part of the Federal Clean Water Act of 1972. Outside consultants were engaged to assist the Township in reviewing the stormwater projects that will need to be completed – basin restoration, inlet cleaning and maintenance, storm drain cleaning and repair, street sweeping etc. in order to maintain water quality and prevent or reduce flooding.

The 2017 Budget includes Phase III of this project, which includes community outreach to engage residents and businesses in Upper Uwchlan Township, and to receive their support in making decisions prioritizing the projects which require attention. The Board of Supervisors has not made any decisions on the future of this project. It is anticipated that the final results of the project will be presented to the Board in the Fall of 2017 at which time they may vote to continue moving forward or to table the project into the future.

DESCRIPTION OF SERVICES PROVIDED

Upper Uwchlan Township is located in both the Marsh Creek and Pickering Creek Watersheds with a majority of the Township lying within the Marsh Creek Watershed. The Marsh Creek Watershed is of high quality and serves as headwaters for the East Branch of the Brandywine Creek and the Christina Basin. The Township's water bodies, streams, watersheds, wetlands, floodplains, and riparian buffer areas collectively have significant value and influence on water supply, water quality, flood control, and wildlife/fisheries habitat. When properly protected and managed these interrelated systems can act to filter pollutants, control flood flows so as not to contribute or exacerbate downstream flooding conditions, and protect wildlife habitat.

Between the years 2000 and 2010 the Township's population increased by 64% from 6,850 to 11,227 residents which made Upper Uwchlan Township the fastest growing municipality in Chester County during that time period. With growth comes increased impervious coverage and a potential for a degradation of the watershed and its many individual components. The Upper Uwchlan Township Board of Supervisors recognized the need to protect our valuable natural resources and in June, 2014 they authorized the creation of the Water Resource Protection Fund.

ACCOMPLISHMENTS IN 2016

- Submitted grant application to the Commonwealth of Pennsylvania Growing Greener Watersheds Protection Program
- Submitted grant application to the Commonwealth Finance Authority Resource Protection Program

- The Public Works Department performed the following tasks on the Township's Water Protection infrastructure:
 - Repaired or rebuilt 19 inlets
 - Installed 2 storm water pipes
 - Street sweeping – 115.86 lane miles of roadway
 - Mowed the Township's four basins 28 times
- Technical Advisory Committee held four meetings to draft and review policy papers to be used to guide and study the process to manage water resource protection and storm water issues within the Township
- Coordinated an MS4 Stormwater permitting audit
- The following materials were drafted as part of the evaluation and development of a Water Resource Protection Program.
 - Billing Policy Paper 1 – Definition of Single Family Residential and Non-Single Family Residential
 - Billing Policy Paper 2 – Definition of Impervious Area
 - Billing Policy Paper 3 – Equivalent Residential Unit (ERU) Determination
 - Billing Policy Paper 4 – Public Roadways
 - Billing Policy Paper 5 – Exemptions
 - Billing Policy Paper 6 – Condominiums
 - Billing Policy Paper 7 – Apartments
 - Billing Policy Paper 8 – Strip Malls – Office Parks – Malls
 - Billing Policy Paper 9 – Agricultural
 - Billing Policy Paper 10 – Calculate Partial Equivalent Residential Unit (ERU)
 - Billing Policy Paper 11 – Credits
 - Billing Policy Paper 12 – Multiple Parcels
 - Required Minimum Level of Service / Cost of Service Analysis
 - Frequently Asked Questions
 - Program brochure
 - Water Resource Protection webpage/s

GOALS FOR 2017

- Continue to document and assess all water related infrastructure within the Township
- Expand the Technical Advisory Committee to include external stakeholders
 - Business Community
 - Non-Profits
 - Residents
- Public Engagement program
 - Develop and implement a communication’s program - who, how and why
 - Expand website and hard copy resources
- Finalize Required Minimum Level of Service

Staffing Statistics – as of the end of each year presented

	2017	2016	2015
Full time:			
Total FTE’s	0	0	0

The development of the minimum level of service for the Water Resource Protection program will provide information on staffing levels as they are associated with identified goals and objectives in the program business plan.

STATISTICS

	2017	2016	2015
Storm water basins – privately owned	82	81	81
Storm water basins – Township owned	5	5	4
Storm water inlets	1,809	1,732	1,713
Outlet structures	200	199	199
End-walls	175	171	171
Head-walls	81	80	80

PERFORMANCE MEASURES

Township Goals Supported:

- Protect Natural Resources and Systems - Marsh Creek and Pickering Valley Watersheds

- Protect the local watershed by appropriately managing storm water infrastructure via the development and management of a Water Resource Protection program
- Continued collaboration on projects such as the Brandywine Creek Greenway

	2017	2016	2015
Form a Technical Advisory Committee to address federal mandates concerning water quality and flooding	Third year	Second year	First year

**Upper Uwchlan Township
Water Resource Protection Fund
Budget**

	Actual 2014	Actual 2015	Budget 2015	Actual YTD 2016 (9/30/16)	Budget 2016	Budget 2017	\$ Inc/(Dec) '16 Bud	% Inc/(Dec)	Budget 2018	Budget 2019	Budget 2020	Budget 2021
INCOME												
08-341-000-010	Interest Earnings	29	38	400	83	100	-	0%	500	500	500	500
	Usage Fees	-	-	-	-	-	-	#DIV/0!	376,320	752,640	752,640	752,640
08-354-000-010	County Grants - VPP		13,840	14,100	-	-	-	0%	-	-	-	-
08-354-000-020	State Grants		-	230,754	-	228,300	(228,300)	-99%	-	-	-	-
08-392-000-010	Transfer from General Fund	155,000	200,000	200,000	-	-	250,000	125%	25,000	90,000	85,000	90,000
	Transfer from Capital Fund							#DIV/0!	-	-	-	-
08-392-000-020	Transfer from Municipal Authority	11,500	-	-	-	-	-	#DIV/0!	-	-	-	-
		-	-	-	-	-	-		-	-	-	-
	Total Income	166,529	213,879	445,254	83	228,400	21,700	#DIV/0!	401,820	843,140	838,140	843,140
Expenses												
08-404-000-311	Legal Expense	499	-	5,000	-	2,500	10,000	7,500	150%	5,000	5,000	5,000
08-406-000-010	Grant Application Fees	1,100	5,600	12,500	-	5,000	5,000	-	0%	5,000	5,000	5,000
08-408-000-010	Engineering	5,581	17,030	-	6,902	-	5,000	5,000	#DIV/0!	10,000	10,000	10,000
08-408-000-020	Feasibility Studies	-	47,135	47,100	30,172	115,960	125,020	9,060	19%	-	-	-
08-408-000-035	Permits	-	500	-	-	-	-	-	#DIV/0!	2,500	2,500	2,500
08-420-000-260	Small Tools & Equipment	204	1,655	3,470	6,264	3,975	1,000	(2,975)	-86%	4,000	4,000	4,000
08-446-000-101	Allocated Wages	-	-	4,446	-	4,128	-	(4,128)	-93%	49,268	264,638	271,834
08-446-000-200	Supplies	5,993	7,902	22,510	7,556	24,307	25,007	700	3%	25,000	25,000	25,000
08-446-000-230	Gas & Oil	-	-	800	-	800	1,600	800	100%	2,000	2,000	2,000
08-446-000-235	Vehicle Maintenance	-	-	3,500	-	3,740	3,990	250	7%	4,000	4,000	4,000
08-446-000-250	Maintenance & Repair	2,748	4,310	-	1,608	-	2,000	2,000	#DIV/0!	2,000	2,000	2,000
08-446-000-316	Training & Seminars	-	-	3,000	-	755	2,000	1,245	42%	3,000	3,000	3,000
08-446-000-450	Contracted Services	27,166	1,056	64,000	77	64,000	60,000	(4,000)	-6%	728,503	513,133	505,937
	<i>Construction - Upland Farms</i>			181,905	-	191,456	-	(191,456)	-105%	-	-	-
	<i>Construction- Dry Detention Basin Retrofit</i>			95,510	-	82,009	-	(82,009)	-86%	-	-	-
08-446-001-250	Maintenance & Repair- MA	11,500	-	-	-	-	-	-	#DIV/0!	-	-	-
	Total Expenses	54,791	85,188	443,741	52,578	498,630	240,617	(258,013)	#DIV/0!	840,271	840,271	840,271
	Total Expenses	54,791	85,188	443,741	52,578	498,630	240,617	(258,013)	#DIV/0!	840,271	840,271	840,271
	Net Income	111,738	128,691	1,513	(52,495)	(270,230)	9,483	279,713	#DIV/0!	(438,451)	2,869	(2,131)

SEWER FUND

The Sewer Fund is a proprietary fund used by Upper Uwchlan Township to account for the resources necessary to operate the sewer system that is managed by the *Upper Uwchlan Township Municipal Authority (Sewer Authority)*. All of the land, sewage treatment plants, pump stations, collection systems etc. used in the operations of the sewer system are owned by Upper Uwchlan Township. The Township established the Sewer Authority and appointed members to its Board, to operate the sewer system.

The Sewer Authority has a separate budget and prepares financial statements separate from the Township, although their financial statements are included in the audited annual financial statements of the Township as part of the Sewer Fund.

In 2014, the Township issued General Obligation Bonds, Series of 2014, to finance the construction of Phase II of the Route 100 Wastewater Treatment Plant and Collection System. The proceeds from the bond offering are reflected as an asset in the Sewer Fund and the principal and interest due to the bondholders are recorded as a liability. The Sewer Fund transfers cash to the Sewer Authority to pay for construction of the project.

Completion of Construction of Phase II of the Route 100 Wastewater Treatment Plant and Collection System

The Township completed construction of the Route 100 Wastewater Treatment Plant in late 2015 and during 2016 the infrastructure was completed to allow 140 residences to connect to the sewer system. As of September 30, 2016, the Sewer Fund transferred \$3,600,000 to the Sewer Authority for construction. The Sewer Fund will transfer the remaining cash that was received from the issuance of the General Obligation Bonds, Series of 2014 in late 2016 or early 2017 to the Sewer Authority. The Sewer Authority will use the remaining proceeds to purchase additional capacity in the system from Toll Brothers.

The Sewer Authority will also transfer the assets created during the construction to the Sewer Fund as all assets operated by the Sewer Authority are owned by Upper Uwchlan Township.

ACT 209 FUND

DESCRIPTION OF SERVICES PROVIDED

The ACT 209 Fund was established in order to manage and account for the funds received from the ACT 209 traffic impact fees imposed on new development or re-development that generates increased traffic volumes within the Township. Ordinance #99-01 established the ACT 209 traffic impact fee in compliance with the Pennsylvania Municipalities Planning Code. The purpose of the ACT 209 traffic impact fee is to provide the funds necessary to make transportation capital improvements to support existing traffic volumes and traffic volumes projected to be generated by new growth and development in the Township. The Township's ACT 209 transportation impact fee, as revised and adopted in 2016, is currently \$2,334 per weekday (M-F) peak hour (4:00 PM – 6:00 PM) new trip.

ACT 209 requires certain engineering studies, reviews, and plans in order to substantiate the impact fee to include: the Land Use Assumptions Report (LUAR), the Roadway Sufficiency Analysis (RSA), and the Capital Projects Improvement Plan (CPIP). As part of the Township's efforts to update the Comprehensive Plan, a DRAFT LUAR was completed in 2013, reviewed, updated, and adopted in 2015. The RSA and the CPIP were revised and updated in 2015/2016 and finally adopted in 2016. All planning activity was funded from the General Fund with expenditures from the ACT 209 Fund being used for only activities authorized by ACT 209.

ACCOMPLISHMENTS IN 2016

- Re-authorized and re-convened the Transportation Impact Fee Advisory Committee
- Reviewed, amended, and adopted all documents required in the update process for the ACT 209 traffic impact fee to include: Land Use Assumptions Report, Roadway Sufficiency Analysis, and the Transportation Capital Improvement Plan
- Amended and adopted the ACT 209 traffic impact fee
- Finalized plans, bid, awarded, and constructed Darrell Drive, a roadway connecting Little Conestoga Road with Pottstown Pike (S.R. 100) serving Upland Farms, a 56 acre Township Park opened for public use in 2016.

GOALS FOR 2017

- Monitor traffic volume and occupancy in and around the Township as it relates to the traffic signal system and future capital construction projects
- Evaluate the feasibility of integrating the traffic signal at Pottstown Pike (S.R. 100) and Conestoga Road (S.R. 401) into the Upper Uwchlan Adaptive Traffic Control System
- Coordinate with developers of residential projects in the review process in order to advance transportation related capital improvements projects required as a result of residential growth and development

**Upper Uwchlan Township
ACT 209
Budget**

	Actual	Actual	Budget	Actual - 9/30/16	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
	2014	2015	2015	2016	2016	2017	'16 Bud	Inc/(Dec)	2018	2019	2020	2021
Revenue												
09-354-000-030												
09-354-100-140												
09-341-000-000												
09-395-000-000												
09-380-000-000												
09-395-000-200												
Total Income	428,079	516	98,478	338,052	420,000	45,897	(374,103)	#DIV/0!	300	300	300	300
Expenses												
09-489-000-010												
09-489-000-020												
09-489-000-045												
09-489-000-600												
Total Expenses	16,862	-	-	570,095	693,158	-	(693,158)	-100%	-	-	-	-
Net Income	411,217	516	98,478	(232,043)	(273,158)	45,897	319,055	#DIV/0!	300	300	300	300
Ending Cash Balance				290,008		443,385			443,685	443,985	444,285	444,585

Cash balance on 12/31/2017 includes \$107,480 that is expected in late 2016 on the Toll/Frame property