

meeting of the Economic Development and Finance Committee (EDFC) was held on Tuesday, February 5, 2008, in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Ira Tackel and Ronald Feldman as well as Jonathan Bleemer, Finance Director; and Susan Lohoefer, Parks and Recreation Director. Commissioner Ropski participated as part of the audience.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF OCTOBER 23, 2007 MEETING OF THE ECONOMIC DEVELOPMENT COMMITTEE WITHOUT READING:

Mr. Pesavento motioned, with Mr. Feldman seconding, to accept the Minutes of the October 23, 2007 meeting of the Economic Development Committee without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Application for Real Estate Tax Abatement:

In a memorandum to the EDFC dated January 29, 2008, Mr. Bleemer informed that: "The Township is in receipt of a petition from the New Horizons Montessori School (NHMS) Association requesting a real estate abatement.

On April 20, 2006, the NHMS purchased a parcel located at 1701 Jarrettown Road and has since operated their school at that location. On August 28, 2007, the NHMS applied for real estate exemption from the Montgomery County Board of Assessment Appeals, and was granted exemption as of January 1, 2008. The NHMS is now requesting that the Township Board of Commissioners (BOC) grant tax abatement for the period April 1, 2006 through December 31, 2007.

This property was tax exempt in 2006, and no real estate taxes were levied against the property for that year. The property was added to the tax rolls effective January 2007. A real estate tax bill was issued to the NHMS in 2007 in the amount of \$6,896.82 in Township taxes. The bill remained outstanding as of the end of December 2007, and was therefore forwarded to Montgomery County along with all other unpaid real estate bills for lien.

The BOC should be aware that situations similar to this have arisen in the past. Generally, the Board of Assessment Appeals does not grant real estate tax exemption for the year of the exemption application. Since the NHMS did not apply for exemption until August 2007, exemption was not granted until the beginning of the next calendar year."

Mr. Tackel is interested in knowing where the Upper Dublin School Board (UDSB) stands on this matter. If the rendering of the BOC is not consistent with that of the UDSB, there will surely be an appeal.

Mr. Tackel pointed out that the NHMS's letter to Mr. Bleemer was dated December 11, 2007. Normally, payment would be through May 31<sup>st</sup>. The NHMS did not even request an abatement until the end of the year. If settlement on the property took place in April of 2006, the prior owner had equity for four months of that year.

The NHMS probably should have paid for the remainder of the year. He feels that the closing agent at the time of settlement made an error by not bringing the matter up at that time.

Mr. Feldman motioned, with Mr. Tackel seconding, that the Finance Department should go back and calculate the taxes owed by NHMS from April 2006 through the end of 2007, and recommended that the BOC require taxes due between April 2006 and the end of 2007 and exempt the NHMS from taxes from January 2008 forward.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Consultant Fees In 2007:

• Engineering Fees:

Mr. Bleemer noted that there was a fairly large reduction in engineering fees from 2005-2006 due to the hiring of an inspector by the Public Works Department.

Regarding capital project jobs, the Township forces are trying to do more and more of them.

Mr. Feldman asked if there is a procedure set up whereby a commissioner could call Mr. Wert to ask him a question? Mr. Bleemer answered that commissioners always have that right, but employees must first approach Messrs. Leonard or Bleemer for permission to do so. (NOTE: The same is true regarding questions to the Solicitor.)

Mr. Tackel asked if it is unreasonable for the BOC to have Mr. Wert obtain approval from Messrs. Leonard or Bleemer when they have been requested by a third party to do inspections, etc.?

Mr. Bleemer noted that some of the costs incurred regarding open space and land acquisition matters are reimbursed back to the Township.

Mr. Tackel would like to see a system of checks and balances created. Better procedures and controls should be set up as to how and why Mr. Wert is being contacted.

Mr. Bleemer will spend more time meeting with Mr. Wert.

Mr. Bleemer was asked to investigate the matter further and request Mr. Wert's presence at the next meeting of the EDFC.

• Legal Fees:

When the question was asked if the Township is doing RFPs for labor counsel, the answer was affirmative.

Mr. Bleemer said legal fees are more difficult to control. Many matters just have to be dealt with.

When it was suggested that the Solicitor should try to develop an associate to do some of the work at a lesser fee, it was noted that any associates working on Township projects are billing at a blended rate of \$165 per hour. Therefore, developing another associate will not really provide the Township any savings.

Legal work for the year 2007 was calculated at just over 1,000 hours (not including the yearly retainer). Mr. Bleemer noted that retainer fees are not broken down on the invoices. Meetings and general questions are covered by the retainer, but Mr. Bleemer was not sure what else is covered there under. He will look into the total of other legal services.

The EDFC felt that RFP definitions should be more descriptive.

- Township Planner:

It was noted that the fees charged by the Township Planner was \$30,000 in 2007. A large portion of that fee was for work in association with the Prudential project. Mr. Bleemer informed that a purchase order is issued for each project stating the amount of money not to be exceeded.

- LandConcepts:

Specific fees for actual projects totaled \$32,464 in 2007. Mr. Bleemer said that purchase orders are also issued for each project stating the amount of money not to be exceeded.

Creation of Fund for Washington Office Park (FWOP) Projects:

In light of the transfer taxes that came in when Brandywine sold, Mr. Feldman noted that the Township is looking at \$30 million to deal with FWOP rehabilitation and upstream flooding.

Mr. Pesavento agreed that a separate fund for the FWOP projects should be established.

Mr. Tackel asked how much money was generated from transfer taxes within the FWOP? Mr. Bleemer answered that transfer taxes amounted to approximately \$556,000 a year between 2004 and 2007. Mr. Bleemer recommended putting funds in excess of \$200,000 in a new account after the \$200,000 mark is reached in 2008.

Mr. Feldman suggesting taking a percentage between Earned Income Taxes and Transfer Taxes and figuring out what number should be set aside. Mr. Bleemer responded that the balance will be in excess at the end of 2007. That amount will be put into reserve until the BOC decides what to do with the FWOP which will be the subject of another meeting of the EDFC.

Recreation Costs:

The EDFC was provided with a printed Recreation Cost Analysis as follows:

Number of participants	10,997 (Not including North Hills Pool Participants)
Number of unique participants	4,786
Estimated full load cost of FTE in Recreation Specialist position (salary and benefits)	\$55,000
Site Watch Income/Donations	\$22,900
Weekend Coordinator expenses	\$51,500
North Hills Pool income	\$28,623
North Hills Pool expenses	\$68,699

	With North Hills Pool			
	2007		2007 With New Recreation Specialist	
	With Evening/Weekend Coordinator	Without Evening/Weekend Coordinator	With Evening/Weekend Coordinator	Without Evening/Weekend Coordinator
Recreation income	\$463,081	\$463,081	\$463,081	\$463,081
Recreation expenses*	\$701,963	\$650,436	\$756,963	\$705,463
Total profit/loss	(\$238,882)	(\$187,382)	(\$293,882)	(\$242,382)
Percent profit/loss	-34%	-29%	-39%	-34%
Taxpayer Amount per Participant	(\$21.72)	(\$17.04)	(\$26.72)	(\$22.04)
Taxpayer Amount per Unique Participant	(\$49.91)	(\$39.15)	(\$61.40)	(\$50.64)

	Without North Hills Pool			
	2007		2007 With New Recreation Specialist	
	With Evening/Weekend Coordinator	Without Evening/Weekend Coordinator	With Evening/Weekend Coordinator	Without Evening/Weekend Coordinator
Recreation income	\$434,458	\$434,458	\$434,458	\$434,458
Recreation expenses*	\$633,264	\$581,764	\$688,264	\$636,764
Total profit/loss	(\$198,806)	(\$147,306)	(\$253,806)	(\$202,306)
Percent profit/loss	-31	-25	-37	-32
Taxpayer amount per participant	(\$18.08)	(\$13.40)	(\$23.08)	(\$18.40)
Taxpayer amount per Unique participant	(\$41.54)	(\$30.78)	(\$53.03)	(\$42.27)

- \* 33% of Director's Salary and Benefits
- All Other Office Staff Salary/Benefits
- 50% of Office Expenses (supplies, credit card fees, copier fees, etc.)
- All Recreation Cost Center Expenses
- All Pool Expenses

Mr. Pesavento said that the section which includes the North Hills Pool should not be considered.

The portion that includes the North Hills Pool shows a negative of \$18.08 per participant in the program. He feels it is appropriate that some portion of that amount should be received from the taxpayers.

Mr. Tackel felt it is a matter of degrees. How should "recreation" be defined as distinguished from "parks?" Mr. Bleemer said all programs, trips, office space and about 1/3<sup>rd</sup> of the Director's salary should be included in "recreation."

Ms. Lohoefer said, when looking at overall services provided, and the number of participants, all that was included was those that are paid participants and were, therefore, counted in the system. She did not take into consideration the number of hours that staff supports the community because it is impossible to count them. Staff provides recreation services and support for the following organizations throughout the year:

Upper Dublin School District Administration	Upper Dublin High School Athletic Director	Upper Dublin High School Community Study
Fort Washington Fire Company	Sell Theatre Tickets	Answer questions re: Adult School
Pool Programs	PTOs	PTAs
Upper Dublin Memory Garden Committee	Montgomery County Juvenile Probation	Eagle Scouts
Youth Sports Programs	CoTASA	Upper Dublin Police Programs
Upper Dublin Library Programs,	Upper Dublin Community Day	North Hills Community Center
Professional Courtesy Assistance Given to Other Parks and Recreation Agencies	Community Groups Seeking Messages on UDTV	American Red Cross
Friends of MonDaug Bark Park	Charitable Organizations Seeking Support	GATSME
New Horizons Montessori School	SAUDC	PRPS/District 3
Temple University, Ambler Campus	Upper Dublin Education Foundation	Relay for Life
Ambler YMCA	Ambler Area Running Club	Temple Sinai Men's Club
All Facility Users	Antioch Baptist Church,	EONA

Mr. Pesavento noted that other communities have volunteers doing a much of the work. He suggested an intern program be established wherein high school students could be given the opportunity to serve the community. He also informed that the library uses 63 hours of volunteer time per week.

Ms. Lohoefer said the Department uses college interns for 15 weeks at a time as well as volunteers in its programs to the best of their ability. However, managing volunteers takes more time than managing staff and staff is more accountable.

When Mr. Tackel suggested slightly increasing fees for programs, Ms. Lohoefer said fees charged are calculated at \$110%-140% for a program. Thus some of the overhead costs are offset. As it gets further into the year, the Department makes decisions as to where they can change the break even point. She agrees that prices can be increased but prices must stay competitive and affordable.

Mr. Feldman asked to be provided with the percentage of non-residents coming to recreation programs, and suggested perhaps increasing fees charged to them. Ms. Lohoefer informed that non-resident participants are already charged at least \$5.00 and sometimes 50% more than residents. There are occasions where the number of non-residents increases the attendance number to the point where residents can then participate in a program which would otherwise have been cancelled due to low registration numbers.

Mr. Pesavento opined that Upper Dublin is an affluent community. Therefore, he felt the residents would be willing to spend more money on fees. Mr. Tackel countered that the programs are used by residents in every economic situation. Ms. Lohoefer agreed that public recreation is for the masses and therefore must be kept affordable.

Mr. Tackel asked to be informed of programs and fees offered by other municipalities in the area to be sure Upper Dublin is competitive. Ms. Lohoefer informed that the Recreation Superintendent is constantly communicating with other communities. At the present time, he is obtaining information about their summer programs.

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Mrs. Lohoefer also informed as follows:

- The Department has been recognized state-wide to be one of the best.
- At the present time, the Department has a college intern on board until the beginning of May.
- The Department is looking to hire summer staff very soon.
- Summer program planning should be started. A Recreation Specialist was supposed to do that.
- A Recreation Specialist could generate a minimum of \$125,000 in gross revenues.
- While summer concerts do not presently generate any income from residents, if a Recreation Specialist were hired, that person could take the time to obtain sponsors for entertainers.
- Ms. Lohoefer will discuss a timetable with the President of the BOC where the BOC can discuss hiring a Recreation Specialist. Hopefully, it will be an agenda item for the Stated Meeting next week.

ADJOURNMENT:

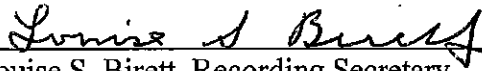
Mr. Tackel motioned, with Mr. Feldman seconding, to adjourn the meeting at 7:10 p.m.

VOTE ON MOTION


ALL YES

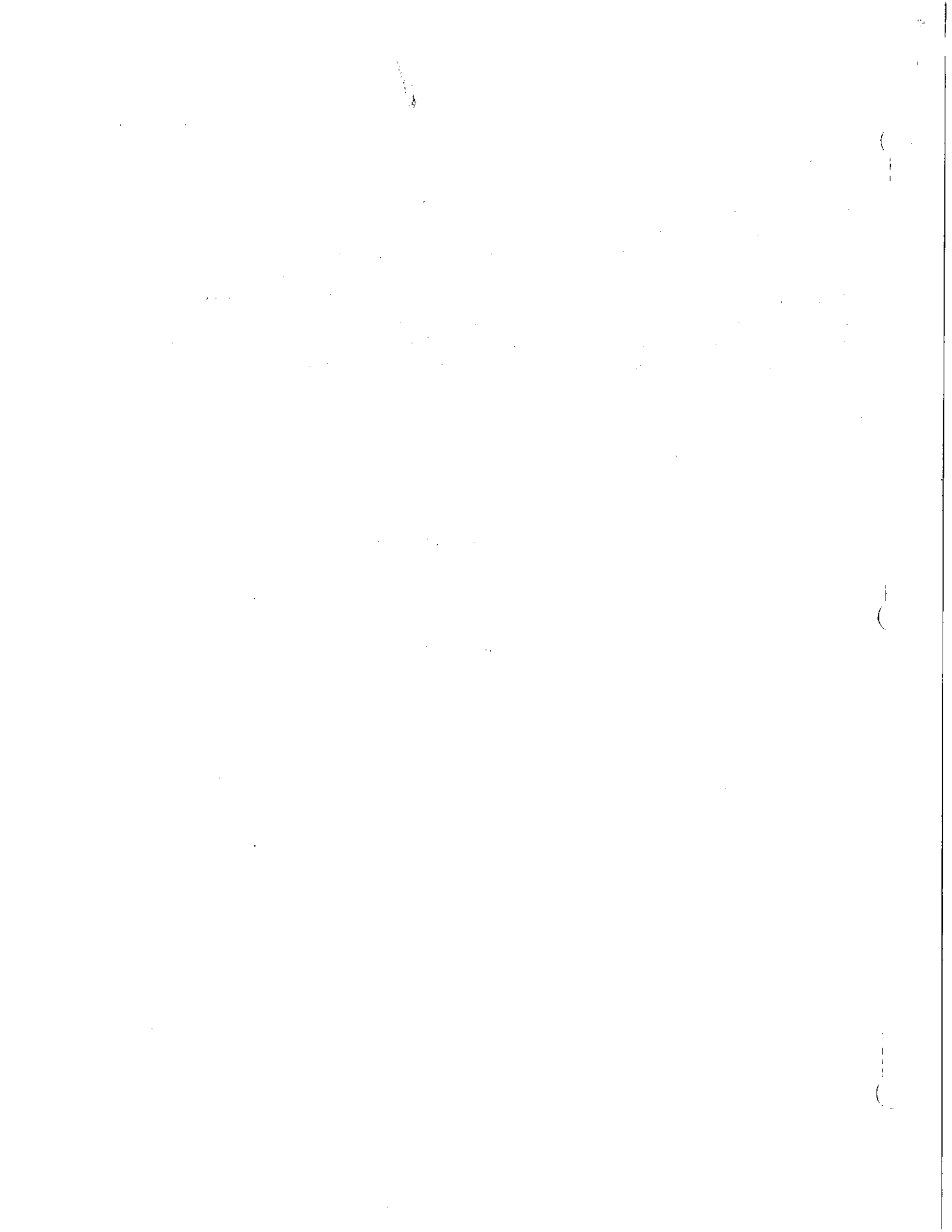
MOTION CARRIED

Respectfully submitted,

  
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Louise S. Birett, Recording Secretary

Attest:

  
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Robert Pesavento, Chairperson





A meeting of the Economic Development and Finance Committee was held on Tuesday, March 4, 2008, in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Ira Tackel and Ronald Feldman as well as Jonathan Bleemer, Finance Director; Susan Lohoefer, Parks and Recreation Director; Dan Supplee, Director of Public Works Operations; and Jeff Wert, Township Engineer. Commissioner Ropski participated as part of the audience.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF FEBRUARY 5, 2008 MEETING OF THE ECONOMIC DEVELOPMENT AND FINANCE COMMITTEE WITHOUT READING:

Mr. Tackel motioned, with Mr. Feldman seconding, to accept the Minutes of the February 5, 2008 meeting of the Economic Development and Finance Committee without reading:

VOTE ON MOTION                      ALL YES                      MOTION CARRIED

DISCUSSION ITEMS:

Review of Building Report on East Oreland and Old Fort Washington Elementary Schools:

Mr. Supplee and Ms. Lohoefer worked with Adams-Bickel regarding the above-referenced buildings. The following information was presented to the Committee:

- East Oreland Elementary School (EO):
  - The cost to repair EO is estimated at \$49.58 per sq. ft.
  - Installing an elevator would probably be desirable.
  - The worst problems at an approximate cost of \$851,000 are:
    - A new roof is needed.
    - Repairs are required on the retaining wall on the left side of the building.
    - Accessibility issues.
    - HVAC.
    - Windows.
  - If the above repairs bring the building up to code, painting and interior repairs/replacements must be done.

Mr. Feldman said:

- If the Township were to change buildings, the programs will have to be moved, and it will cost money to make the new location appropriate to the use.
  - Mr. Supplee felt that such a decision would not require major costs.
- He suggested selling part of the Old Fort Washington Elementary School (OFW) building, and retaining the other part of the building for Township purposes.
- The Fort Washington Fire House is two blocks away from the OFW.
- Asked if an efficiency study should be done to determine what the cost savings would be for a new building vs. what the Township is presently paying for the buildings.
- If a new building were to be built, he suggested that the Library may be housed therein to provide much needed space.

- Mr. Supplee said neither of the sites would have sufficient room for a new library and community center with related parking.
- Mr. Pesavento felt that at least 3 acres are necessary to include a new library and sufficient parking.

Mr. Pesavento brought up the following:

- Asked what Mr. Supplee would recommend if the Township were to keep one of the two buildings?
  - Mr. Supplee said both buildings have issues and good points. It is almost a "wash" when you look at the numbers.
- If the decision is made to choose one building over the other, one could be torn down or sold.
  - Mr. Bleemer advised that the second building would probably be put up for auction.
- The Township has to look at finances, i.e., spending \$150,000 to tear down the EO, or spending \$2 million for a new building. If all Parks and Recreation (P&R) operations are relocated to the OFW, the Township will probably have to spend another \$300,000 to make it useable.
  - Mr. Supplee said some painting would be required as well as other cosmetic measures taken.
- The ADA requires that an elevator must be provided at EO.
  - Mr. Supplee countered that the Township does have a way to access the first floor of the building without adding an elevator.
- He does not want to spend a lot of money for two years and then sell the building off or demolish it.
  - Mr. Supplee suggested that OFW could be turned into studio apartments. Whatever funding is put into the building might be gotten out of it at sale time.
- The Board of Commissioners (BOC) must make a decision before the Township is stuck with two old buildings that are definitely deteriorating and money must be spent to keep them maintained.
  - Mr. Supplee favored new construct because of the maintenance issues involved.

Mr. Tackel brought up the following:

- Asked what the Township would do if only one building were selected for use? Does the Township have the right to level the second building?
  - Mr. Supplee answered affirmatively. The Township could use the land as open space. The Township could also tear both buildings down and build a modern building on one of the sites.
- If a decision were made to use one of the properties as open space, he noted that there is already a park on Madison Avenue across from the Old Fort Washington Elementary School (OFW) and a second park located next to the EPI Center.
  - Ms. Lohoefer pointed out that the EPI Center is the only public building owned by the Township in Oreland.
  - Mr. Pesavento preferred keeping the EO because there is nothing else that serves the Oreland community.
- Perhaps the Township should demolish one of the buildings and build something aesthetically appealing and efficient. The second building should then also be torn down.
  - Mrs. Lohoefer said, if the EO were to be demolished, Parks and Recreation (P&R) programs there would have to be relocated to the OFW during time of construction.
- It seems as if of the two locations, the EO location would be preferred for a variety of reasons.

Mr. Supplee interjected that the cost to demolish the OFW will be \$150,000-\$180,000. To create a new space of 20,000 sq. ft. would cost a minimum of \$2 million. The BOC must decide what it is going to do with the

OFW -- whether to sell all or part of the building. There are some positives for that location because of its proximity to the train station and the turnpike.

Mr. Pesavento recommended keeping the EO and probably selling the OFW. Mr. Supplee was asked to determine what the cost of a new building would be.

This matter will be an agenda item for discussion by the BOC.

**Review of Future Infrastructure Projects:**

Mr. Wert discussed "big picture" costs with the Committee. Below is a list of his estimated costs and the discussion that took place regarding each item:

<b><u>Watershed Improvements: Watershed improvements are detention basins/dams created on Township open space properties for the purpose of reducing flooding:</u></b>	
Rose Valley Detention (Robbins Park): <ul style="list-style-type: none"> <li>- Won't be rebuilding the road as often because it will not be saturated.</li> <li>- The detention basin will probably be located closer to Route 309 on the park property.</li> <li>- Can be a benefit to Ambler.</li> </ul>	2.0 million
Rapp Run Detention	4.0 million
Pine Run Detention	4.0 million
Sandy Run Detention <ul style="list-style-type: none"> <li>- This will be more difficult because it is on private property. If the Township is able to find a space, it may be able to build a series of small dams to throttle the water. Could do a lot to retrofit our basins for water quality improvements. This is something the Township needs to look at for environmental stewardship and volumetric control.</li> <li>- Mr. Pesavento asked if the Township purchases the land on Bell Lane, would it make sense to improve that detention basin? Would it help downstream?  <ul style="list-style-type: none"> <li>- Mr. Wert said by connecting Bell Lane through to Hawthorne Drive, there will be significant benefit. Would create enough detention to cut the flows in half. Cannot control what happens downstream.</li> </ul> </li> </ul>	
Detention Basin Upgrades <ul style="list-style-type: none"> <li>- Large detention basins are the answer for flooding solutions.</li> </ul>	3.75 million

<b><u>Stormwater Management Improvements: Current and future drainage collection and control projects in budget or proposed for budget:</u></b>	
Farm Lane Culvert and Drainage	0.6 million
Kane and Willet Drainage <ul style="list-style-type: none"> <li>- Construction money funded.</li> </ul>	0.8 million
Loch Alsh Road Improvement and Drainage <ul style="list-style-type: none"> <li>- No construction funded. Will revisit.</li> </ul>	0.75 million
Willow and Maple, Phase 3 <ul style="list-style-type: none"> <li>- Engineering funded. Additional piping.</li> </ul>	0.25 million
Pine Run Channel Improvement (Susquehanna Road to Delaware Drive Bridge) <ul style="list-style-type: none"> <li>- Revisit some areas of the channel and cleaning it out. Could possibly go back to the state for funding for this project.</li> </ul>	2.0 million

<b>Ambler Road: Improvements as identified in Ambler Road Report to alleviate flooding:</b>	1 million
<ul style="list-style-type: none"> <li>- Will revisit some lesser changes.</li> <li>- St. Mary's Villa is improving their basin and lake.</li> <li>- Mr. Pesavento noted that Ambler has to do major work on their dam.</li> <li>- The new high school is enlarging their basin which will help situations downstream.</li> </ul>	

<b>Ardsley Drainage: Current budget item, Township's participation in PADEP project:</b>	1.2 million
<ul style="list-style-type: none"> <li>- Conveyance project will alleviate localized flooding.</li> <li>- The quarry site might be worth looking at.</li> <li>- Water currently comes under Route 309 and the railroad into the Turnpike Interchange and back out again. It is not a popular concept, but the Fort Washington Office Park (FWOP) is a huge detention area.</li> </ul>	

<b>Twining Valley Golf Course (TVGC): Improvements as outlined in Master Plan including new pump building, storage ponds for irrigation, and design:</b>	3.0 million
<ul style="list-style-type: none"> <li>- On a holding pattern.</li> </ul>	

<b>Traffic Improvements: Proposed traffic signal and roadway improvements to reduce congestion, provide smoother traffic flow:</b>	
Welsh Road and Jarrettown Road	0.5 million
<ul style="list-style-type: none"> <li>- Primarily a two lane roadway.</li> <li>- Identified certain key locations where turn lanes could be added.</li> <li>- Identified intersections for new signalization and upgrading existing signalization.</li> </ul>	
Welsh Road and Norristown Road	0.5 million
Welsh Road and Limekiln Pike	0.75 million
Welsh Road and Butler Pike	0.5 million
Welsh Road and Tennis Avenue	0.5 million
Fitzwatertown Road and Susquehanna Road	0.5 million
Susquehanna Road and Fort Washington Avenue	0.5 million
Susquehanna Road and Butler Pike	0.5 million
Dreshertown Road from Limekiln Pike to Tuckerstown Road	4.0 million
Butler Pike and Norristown Road	0.5 million
Limekiln Pike and Norristown Road	0.5 million

<b>Transportation Development District (TDD): Fort Washington FWOP Roadway, Drainage and Traffic Improvements:</b>	20.0 million
<p>The TDD includes Virginia Drive, Delaware Avenue, New York Avenue, New Jersey Avenue, and Maryland Drive.</p> <ul style="list-style-type: none"> <li>- Drainage is a big part of this project including regrading and elevating roads.</li> <li>- Homework has been done on the Pine Run during the past months.</li> <li>- Planning control with Montgomery County.</li> <li>- The cost to control the upper end of the FWOP effectively is \$8 million.</li> <li>- Mr. Pesavento noted that most of the culverts in the FWOP are in need of replacement.</li> </ul>	

<ul style="list-style-type: none"> <li>- Recommending drainage, under draining roads, and rebuilding roads.</li> <li>Recommending new signage for the FWOP.</li> <li>- Recommending the possibility of a storm water facility to control upstream impervious coverage.</li> <li>- Should look at environmental side and design side. These two will help considerably on the upper end.</li> <li>- Dreshertown Road could be a large part of the TDD.</li> <li>- With respect to the TDD, Mr. Pesavento said some of the money can come from the FWOP itself. The FWOP has to be the initial focus.</li> <li>- Mr. Tackel felt that perhaps the best the Township can do is simply say it is going spend \$5 or \$10 million a year and include that into the budget. The challenge for the BOC is what they are willing to fund each year.</li> </ul>	
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<p><b><u>North Hills Area: Completion of North Hills Street Improvements:</u></b></p> <ul style="list-style-type: none"> <li>- Although certain sections of North Hills may qualify for Community Development Block Grant funding, most of North Hills will not qualify..</li> </ul>	0.75 million
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<p><b><u>Camphill Road: Current Budget Item to Reconstruct Camphill Road from Susquehanna Road to Virginia Drive:</u></b></p> <ul style="list-style-type: none"> <li>- Mr. Pesavento pointed out that the intersection of Camphill Road and Virginia Drive will remain a major problem.</li> <li>- The curve will be flattened and additional widening provided through the curve.</li> <li>- Drainage will be added.</li> <li>- Not possible to change the approach too much.</li> <li>- The BOC funded the final engineering and permitting.</li> </ul>	2.5 million
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<p><b><u>Open Space and Trails: Current Bonding Allotted for Open Space Purchase and Trail Construction:</u></b></p> <ul style="list-style-type: none"> <li>- Mr. Pesavento favored developing a Ten Year Plan. Messrs. Supplee and Wert have already begun discussions on this matter.</li> </ul>	30 million
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<p><b><u>Cross County Trail: Possible 20% Participation of Cost to Construct Cross County Trail:</u></b></p> <ul style="list-style-type: none"> <li>- Have already acquired 40% of the right-of-way.</li> </ul>	3.0 million
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<p><b><u>Miscellaneous Projects and Temple University Study Items:</u></b></p>	10.0 million
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Mr. Wert informed that the next section of storm water inventory is being done. That will give the Township a good indication as to what its storm costs are. The BOC has to look at all of the priorities, and emphasize solving the FWOP flooding issues as much as possible.

Mr. Pesavento directed Messrs. Wert, Supplee, Smith and Leonard to prepare a list of important projects to be considered during the next ten years. They should take this report, use their judgments and put together a "game plan" for the next ten years.

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Mr. Tackel asked how the projects will be handled over the ten year period? The numbers may not hold, and will probably go up over the period of time. Some projects may cause other concerns for the Township if they are not done. Most of the projects will have to be bonded.

Mr. Feldman emphasized revenues from the FWOP to help keep taxes down. He noted that a new community pool and Broadband have to be added to the entire picture.

With regard to state highways, Mr. Wert interjected that PennDOT does help those who help themselves.

Agenda Items for Future Committee Meetings:

A workshop should be scheduled by the end of March to discuss a new community pool. Ms. Lohoefer informed that the costs estimated are significantly less than what was previously assumed. She made her new assumptions based on potential use.

ADJOURNMENT:

Mr. Tackel motioned, with Mr. Feldman seconding, to adjourn the meeting at 7:40 p.m.

VOTE ON MOTION

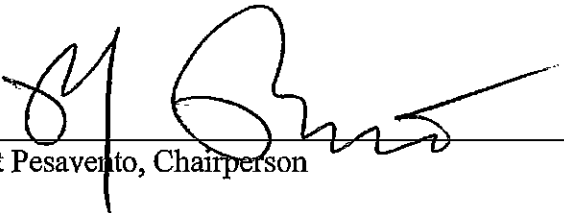
ALL YES

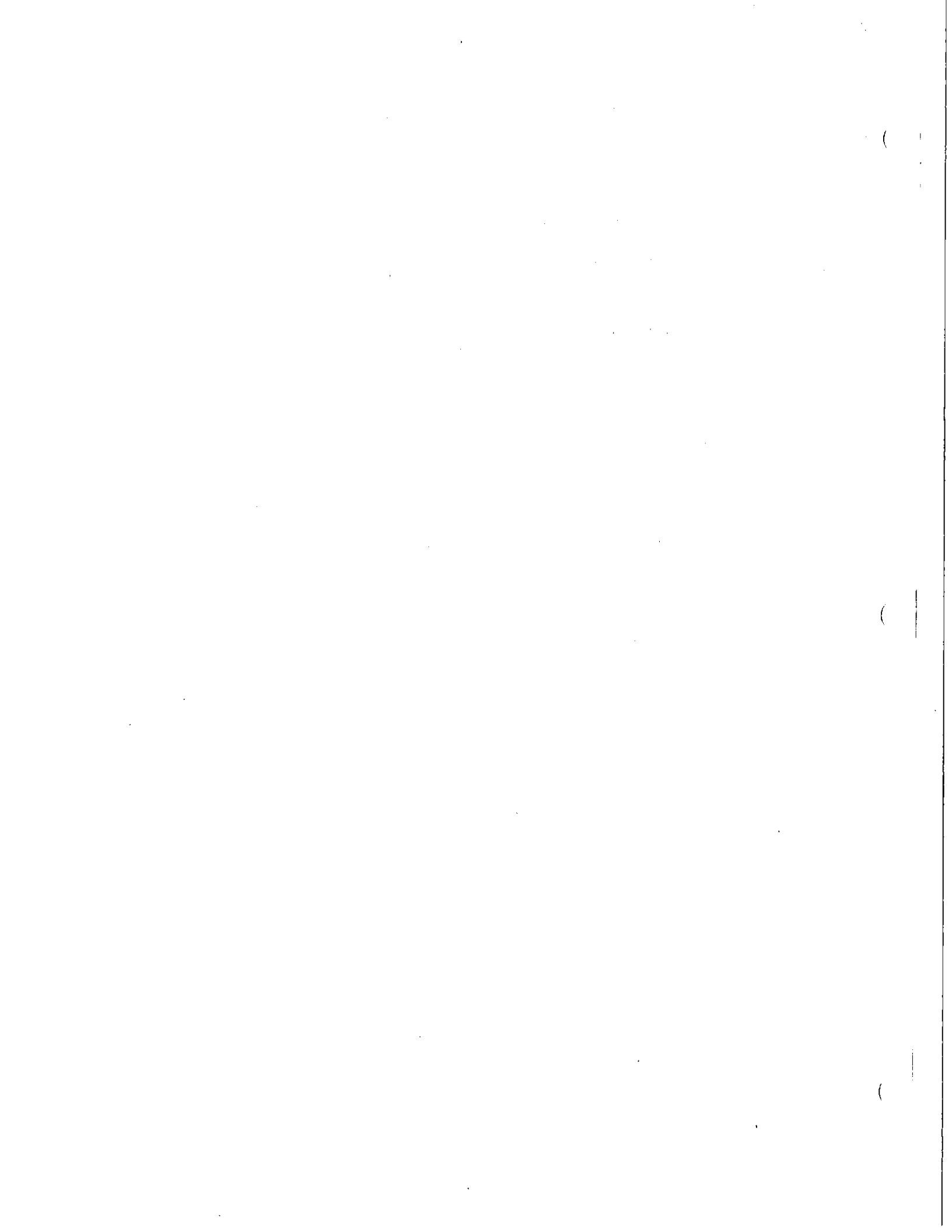
MOTION CARRIED

Respectfully submitted,

  
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Louise S. Birett, Recording Secretary

Attest:

  
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Robert Pesavento, Chairperson





A meeting of the Economic Development and Finance Committee (EDFC) was held on Tuesday, April 1, 2008, at the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Chester Derr and Stan Ropski as well as Jonathan Bleemer, Finance Director; and Jeff Wert, Township Engineer.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF MARCH 4, 2008 MEETING OF THE ECONOMIC DEVELOPMENT AND FINANCE COMMITTEE WITHOUT READING:

Mr. Derr motioned, with Mr. Ropski seconding, to accept the Minutes of the March 4, 2008 meeting of the Economic Development and Finance Committee without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Discuss Debt Financing Options to Fund Land Acquisitions and Storm Water Management Projects:

Mr. Bleemer said his memo dated April 1, 2008 regarding debt financing to the EDFC shows approximations of large capital expenditures coming up during the next few months that will require debt financing as follows:

- Electoral Debt to Fund Land Acquisitions:
  - Dillon Road Woodlands purchased on 3/25/08
  - Braccia Tract
  - Twiford Property
  - Property closing costs, legal and engineering fees and contingencies
- Non-Electoral Debt:
  - Funding of storm water projects budgeted and identified in the Township's 2008 Capital Budget.

Mr. Bleemer continued:

- The full \$9 million being proposed can be done in one bond issue.
- Three lending institutions have been contacted regarding the Township's need to issue debt in the near future: Delaware Valley Regional Finance Authority, Wachovia Bank, and Wachovia Capital Markets. Mr. Bleemer is awaiting quotes from all three lenders.
- The rate from Delaware Valley Regional Finance Authority is 3.8% on a 20 year loan which would mean \$6.00-\$7.00 tax increase for every household per million dollars equaling a total of approximately \$63 million.
- He hopes to have an ordinance to approve the loan/bond issue before the BOC at the Stated Meeting in May. Closing will occur approximately 30 days thereafter.

Mr. Derr suggested that the purchase of the Twiford Property be added to the fire station construction project and not be included in the authorized \$30 million to purchase open space.

Mr. Pesavento commented that the BOC might want to count the Twiford Property as electoral debt because it is a capital expense.

Mr. Bleemer said the Twiford Property would be part of the fire tax over 20 years, and the fire tax would refund the payment.

Review and Discuss Infrastructure Improvements to the Fort Washington Office Park (FWOP):

Mr. Pesavento asked if the Township had \$20 million to be assigned to the FWOP and a Transportation Development District (TDD) was proposed, what would the taxes be?

Mr. Bleemer answered:

- If the TDD was \$10 million, the increase would be 62.5% tax increased in the FWOP.
- If the full amount were to be borrowed, it would mean a 125% increase.
- If the burden of the entire amount were split 50-50 between the FWOP and the residents, the average homeowner would incur a \$65.00 tax increase.

Mr. Pesavento observed that the FWOP would be bearing the brunt of the TDD. The owners of the properties are entitled to one vote for every dollar assessed.

Mr. Bleemer informed that there was a TDD established in the mid 1980s that financed improvements in the FWOP, and it included some of the properties on Welsh Road. That is something the EDFC could look at.

Discuss 5-10 Year Draft Infrastructure Improvement Plan:

Mr. Pesavento opened the discussion by reminding that in March Jeff Wert presented a list of items and costs to be included in the 5-10 Year draft Infrastructure Improvement Plan. Since that time, Mr. Wert added some items to the list and is now ready to discuss a 10 Year Plan as follows:

Project Name and Cost Estimate	Discussion
<b>WATERSHEDS:</b>	
<ul style="list-style-type: none"> <li>• Rapp Run Detention and Pine Run Detention</li> <li>• \$6 million</li> </ul>	<ul style="list-style-type: none"> <li>• Should be considered first at least down to the Delaware Avenue Bridge.</li> <li>• Two year project between design, construction and scope.</li> </ul>
<ul style="list-style-type: none"> <li>• Rose Valley Detention (Robbins Park)</li> <li>• \$2 million</li> </ul>	
<ul style="list-style-type: none"> <li>• Sandy Run Detention</li> <li>• \$4 million</li> </ul>	
<ul style="list-style-type: none"> <li>• Detention Basin Upgrades</li> <li>• \$4 million</li> </ul>	<ul style="list-style-type: none"> <li>• Could be a standing fund.</li> <li>• Engineering, reconstruction and artificial structures would help water quality and provide less flooding downstream.</li> <li>• When Mr. Pesavento asked why the new detention basins are so expensive, Mr. Wert said they will be twice the size of the Loch Alsh Reservoir. The project will involve tree clearing and making sure the basins can withstand a 100 year flood.</li> </ul>

<ul style="list-style-type: none"> <li>Watershed Study</li> <li>\$500,000</li> </ul>	<ul style="list-style-type: none"> <li>Finish inventory.</li> <li>Implement GIS.</li> <li>Two foot contours.</li> <li>\$250,000 has already been funded in 2001.</li> <li>Now in third phase with three more to go.</li> <li>Study will provide a much better planning tool for the future.</li> <li>When Mr. Ropski asked if any of the detention basin upgrades would qualify for Growing Greener Funding, the answer was affirmative. There are also other funding sources available.</li> </ul>
<b>STORM WATER MANAGEMENT:</b>	
<ul style="list-style-type: none"> <li>Farm Lane Culvert and Drainage</li> <li>\$600,000</li> </ul>	
<ul style="list-style-type: none"> <li>Kane and Willet Drainage</li> <li>\$800,000</li> </ul>	<ul style="list-style-type: none"> <li>Evaluate pending upstream detention.</li> </ul>
<ul style="list-style-type: none"> <li>Loch Alsh Road Improvement and Drainage</li> <li>\$750,000</li> </ul>	
<ul style="list-style-type: none"> <li>Willow and Maple Phase 3</li> <li>\$250,000</li> </ul>	<ul style="list-style-type: none"> <li>May reduce with grants.</li> </ul>
<ul style="list-style-type: none"> <li>Pine Run Channel Improvements (Susquehanna Road to Delaware Drive Bridge)</li> <li>\$3 million</li> </ul>	<ul style="list-style-type: none"> <li>Something to talk to DEP about.</li> <li>Delayed until 2013.</li> </ul>
<ul style="list-style-type: none"> <li>Loch Alsh Reservoir</li> <li>\$500,000</li> </ul>	<ul style="list-style-type: none"> <li>Dredge.</li> <li>Cost sharing with Ambler Borough.</li> <li>Scheduled for 2012 after the High School and PennDOT projects are completed.</li> </ul>
<b>AMBLER ROAD:</b> <ul style="list-style-type: none"> <li>\$750,000</li> </ul>	<ul style="list-style-type: none"> <li>Parallel piping.</li> <li>Two year project.</li> </ul>
<b>ARDSLEY DRAINAGE:</b> <ul style="list-style-type: none"> <li>\$1,200,000</li> </ul>	
<b>TWINING VALLEY GOLF COURSE:</b> <ul style="list-style-type: none"> <li>\$3,200,000</li> </ul>	<ul style="list-style-type: none"> <li>\$400,000 per year for successive years.</li> <li>Need to do one or two holes at a time.</li> </ul>
<b>TRAFFIC SIGNALIZATION:</b>	<ul style="list-style-type: none"> <li>Prioritized as to need.</li> <li>Includes widening, turn lanes, and traffic signals.</li> </ul>
<ul style="list-style-type: none"> <li>Welsh Road and Jarrettown Road</li> <li>\$500,000</li> </ul>	<ul style="list-style-type: none"> <li>Right turn lane.</li> </ul>
<ul style="list-style-type: none"> <li>Welsh Road and Norristown Road</li> <li>\$500,000</li> </ul>	<ul style="list-style-type: none"> <li>Can share costs with Horsham.</li> </ul>
<ul style="list-style-type: none"> <li>Welsh Road and Limekiln Pike</li> </ul>	

<ul style="list-style-type: none"> <li>• \$1 million</li> </ul>	
<ul style="list-style-type: none"> <li>• Welsh Road and Butler Pike</li> <li>• \$500,000</li> </ul>	
<ul style="list-style-type: none"> <li>• Welsh Road and Tennis Avenue</li> <li>• \$500,000</li> </ul>	
<ul style="list-style-type: none"> <li>• Welsh Road and Twining Road</li> </ul>	<ul style="list-style-type: none"> <li>• Upgrade being done.</li> </ul>
<ul style="list-style-type: none"> <li>• Fitzwatertown Road and Susquehanna Road</li> <li>• \$500,000</li> </ul>	
<ul style="list-style-type: none"> <li>• Susquehanna Road and Fort Washington Avenue</li> <li>• \$500,000</li> </ul>	
<ul style="list-style-type: none"> <li>• Susquehanna Road and Butler Pike</li> <li>• \$500,000</li> </ul>	
<ul style="list-style-type: none"> <li>• Dreshertown Road from Limekiln Pike to Tuckerstown Road</li> <li>• \$4 million</li> </ul>	
<ul style="list-style-type: none"> <li>• Butler Pike and Norristown Road</li> <li>• \$500,000</li> </ul>	
<ul style="list-style-type: none"> <li>• Limekiln Pike and Norristown Road</li> <li>• \$500,000</li> </ul>	
<ul style="list-style-type: none"> <li>• Limekiln Pike, Pennsylvania Turnpike, and Susquehanna Road</li> <li>• \$2 million</li> </ul>	
<ul style="list-style-type: none"> <li>• Susquehanna Road and Twining Road</li> <li>• \$750,000</li> </ul>	<ul style="list-style-type: none"> <li>• Eliminate offset intersection on Susquehanna Road.</li> <li>• Add more green time to Susquehanna Road.</li> </ul>
<ul style="list-style-type: none"> <li>• Camphill Road and Virginia Drive</li> <li>• \$1 million</li> </ul>	
<b>TRANSPORTATION DEVELOPMENT DISTRICT:</b> <ul style="list-style-type: none"> <li>• \$25 million</li> </ul>	<ul style="list-style-type: none"> <li>• Estimated \$25 million.</li> </ul>
<b>NORTH HILLS AREA:</b> <ul style="list-style-type: none"> <li>• \$750,000</li> </ul>	
<b>CAMPHILL ROAD:</b> <ul style="list-style-type: none"> <li>• \$2,500,000</li> </ul>	<ul style="list-style-type: none"> <li>• Recycling process and overlay.</li> <li>• \$300,000 expected from Liberty.</li> </ul>
<b>OPEN SPACE AND TRAILS:</b> <ul style="list-style-type: none"> <li>• \$30 million</li> </ul>	<ul style="list-style-type: none"> <li>• \$10 million for purchases.</li> <li>• \$20 million for trail and sidewalk construction.</li> </ul>
<b>CROSS COUNTY TRAIL:</b> <ul style="list-style-type: none"> <li>• \$3 million</li> </ul>	<ul style="list-style-type: none"> <li>• Township match of \$3 million.</li> <li>• Design project by Montgomery County.</li> <li>• Project planned for 2012.</li> </ul>
<b>MISCELLANEOUS PROJECTS AND TEMPLE UNIVERSITY STUDY ITEMS:</b> <ul style="list-style-type: none"> <li>• \$10 million</li> </ul>	<ul style="list-style-type: none"> <li>• \$10 million based upon Temple University Study.</li> </ul>

<b>LIBRARY AND LOCH ALSH IMPROVEMENTS:</b> • \$75,000	<ul style="list-style-type: none"> <li>• Changing parking lot.</li> <li>• Moving entrance on to Loch Alsh Avenue.</li> </ul>
<b>CAMP HILL ROAD – VIRGINIA TO LEAH DRIVE:</b> • \$1 million	<ul style="list-style-type: none"> <li>• Widening Road</li> <li>• Looking at bridge over the Turnpike</li> <li>• Striping and signage</li> </ul>
<b>SPORTS FIELDS:</b> • \$500,000	<ul style="list-style-type: none"> <li>• Reconstruction and construction of field.</li> </ul>
<b>TOWNSHIP WAYFINDING:</b> • \$500,000	<ul style="list-style-type: none"> <li>• Comprehensive signage process including commercial signage.</li> </ul>
<b>DELAWARE AVENUE BRIDGE:</b> • \$1,500,000	<ul style="list-style-type: none"> <li>• Placeholder for out years.</li> </ul>

Mr. Pesavento noted that there are only five municipalities in Montgomery County doing long term infrastructure and strategic planning. The funding needed in 2008 is \$8 million. He recommended that Mr. Wert review the list with staff and have it ready for discussion at the Stated Meeting in April.

Mr. Wert said there are 3 miles of roads in the FWOP that will cost \$6 to \$9 million to rebuild including channel improvement structures and flood control.

Agenda Items for Future Committee Meetings:

Mr. Bleemer said the BOC will consider a Records Disposition Resolution at the Stated Meeting in April.

The BOC is also going to consider the service transfer tax via a motion in April.

ADJOURNMENT:

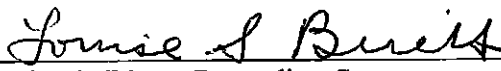
Mr. Derr motioned, with Mr. Ropski seconding, to adjourn the meeting at 7:10 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

  
 Louise S. Birett, Recording Secretary

Attest:

  
 Robert Pesavento, Chairperson

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A meeting of the Economic Development and Finance Committee (FORT WASHINGTON OFFICE PARK) was held on Tuesday, May 6, 2008, in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Ira Tackel and Ron Feldman as well as Paul Leonard, Township Manager (who joined the meeting to discuss the 5-10 year draft infrastructure improvement plan); and Jonathan Bleemer, Finance Director. Commissioner Stan Ropski joined the meeting as part of the audience.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF APRIL 1, 2008 MEETING OF THE ECONOMIC DEVELOPMENT AND FINANCE COMMITTEE WITHOUT READING:

Mr. Tackel motioned, with Mr. Feldman seconding, to accept the Minutes of the April 1, 2008 meeting of the Economic Development and Finance Committee without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Review of First Quarter Revenue and Expense Statements:

In response to the Committee's request to review revenue and expense numbers more frequently than at year end, Mr. Bleemer put together summary sheets for the first quarter of 2008. He commented as follows:

- While it is too early to see any trends, the summary does show revenues are very much in line with last year.
- The only item that stands out on the revenue side is possibly a problem with real estate transfer taxes.
- The Township's rate of receiving funds from Earned Income Tax (EIT) is 95%.
  - Mr. Feldman said that from a tax practitioner's view point, collection of EIT by Montgomery County will be a plus because all collected EIT will go to one location rather than several localities.
  - Mr. Pesavento felt there will be a problem because EIT are to be sent to zip codes and funds may be sent to an incorrect municipality.
- Expenditures are in line with last year, and nothing stands out as unusual for the first quarter.

Regarding earned income taxes, Mr. Pesavento was very unhappy to see that the state senate has passed legislation on this matter, and it will now go to the state house of representatives for discussion and possible approval.

Discussion of EIT Issue -- Philadelphia Wage Tax:

In an opinion letter dated April 30, 2008 written by the Township's Solicitor, it is stated, in part:

"Local municipalities in Pennsylvania are empowered to collect an EIT pursuant to the provisions of the Local Tax Enabling Act of December 31, 1965. The statute favors municipalities in which taxpayers reside. Thus, a taxpayer who resides in Upper Dublin Township but works in Horsham Township will have EIT collected in the municipality where he works, but that tax would have to be remitted to Upper Dublin Township since it imposes its own EIT. The situation is reversed, however, with respect to the City of Philadelphia. A taxpayer who works in the City of Philadelphia but lives in Upper Dublin Township must pay wage tax to the City of Philadelphia, but the City is under no obligation to remit that tax to the Township.

Philadelphia's wage tax on nonresidents is currently 3.7242%. Upper Dublin's EIT on residents is 1%. Thus, if a resident of Upper Dublin only has income derived from working in the City of Philadelphia, Upper Dublin Township will receive no EIT. What about the situation where a resident of Upper Dublin Township works part of the time in Upper Dublin Township and part of the time in the City of Philadelphia. Hypothetically, suppose that a resident of Upper Dublin Township earned \$10,000 in the City of Philadelphia and \$20,000 in Upper Dublin Township. That taxpayer would have paid \$372.42 in Philadelphia wage tax. The same taxpayer would owe 1% of his total income, or \$300, to Upper Dublin Township but would be allowed a credit for the wage tax collected by the City of Philadelphia. The question is whether the full wage tax paid to the City of Philadelphia would be allowed as a credit, in which case the taxpayer would owe nothing to Upper Dublin Township, or whether the credit is only allowed on that portion of income earned in the City of Philadelphia, leaving the portion earned in Upper Dublin Township subject to the Upper Dublin Township tax. In that instance, the taxpayer would owe \$372.42 to the City of Philadelphia and would owe \$200 to the Upper Dublin Township.

... It is my opinion that it would be improper for Upper Dublin Township, in the hypothetical situation I set forth above, to attempt to impose its EIT on the income earned in Upper Dublin Township and not allow a credit in the full amount of the wage tax paid to the City of Philadelphia."

Mr. Feldman disagreed with the Solicitor's opinion letter. He asked Mr. Bleemer to contact other neighboring municipalities to determine what they do. Allowing a full credit for the City of Philadelphia and refunding Upper Dublin taxes does not make sense to him as a tax practitioner.

Mr. Bleemer was of the opinion that other municipalities are handling the matter incorrectly. The correct way is the way Upper Dublin handles the matter in accordance with state law.

Mr. Tackel suggested requesting the opinion of the Township's auditors.

Discuss Ordinance for Debt Financing Options to Fund Land Acquisitions and Storm Water Management Projects:

Mr. Bleemer presented a proposal received from the Delaware Valley Regional Finance Authority for the issuance of a \$9 million debt service broken down as follows:

- \$6.7 million electoral debt for the purchase of two properties on Dillon Road and the Braccia Estate.
- \$2.25 million non-electoral debt.
- \$1.5 million for storm water management projects budgeted this year.
- \$750,000 for the purchase of any piece of land that the Township may use for a new fire house location.

Mr. Bleemer recommended breaking it down into 4 equal parts because short term rates are very beneficial at the present time. When the balloon becomes due, the Board of Commissioners (BOC) will have the option to keep it at a fixed rate or to go variable. While Mr. Bleemer feels this is the best way of doing it rather than locking in for 20%, he is willing to look at other options.



Regarding storm water management, Mr. Feldman questioned whether the Township will probably go out for another bond issue next year to pay for infrastructure projects.

Mr. Bleemer answered:

- He does not know if the Township will need the \$1.5 million this year.
- It is to the Township's benefit to stay within \$10 million each year.
- The Township does not want to go unless it has to.
- The Township is taking advantage of a "wrap around debt." By doing this, it would save debt service in the short term and would decrease the Township's cash flow in the early years.
- Overall costs would be cheaper if the Township did not defer principal.
- The Township's goal is to minimize tax rate increases.
- There will be no pre-payment penalties.

Mr. Tackel asked Mr. Bleemer to prepare a list of comparisons for review by the EDF next month.

Mr. Feldman wants to know what the tax ramifications will be in the comparisons.

Discuss 5-10 Year Draft Infrastructure Improvement Plan:

Township staff was asked to draw up a list of additional items that may be added to the 5-10 Year Infrastructure Improvement Plan. They did so as follows:

Bridge Maintenance Costs (Cowan Associates Report)  
Library Construction.  
Other Neighborhood Drainage  
Storm Water Improvements throughout Township  
Transportation Planning and Acquisition  
Recycle Overlay Program  
Maple Glen Area Improvements (McCormick Taylor Report).  
Fort Washington Office Park/Train Station Connection  
Technology Component of Comprehensive Plan  
Connection from Fort Washington Train Station to Fort Washington Office Park  
Ten Year Road Reconstruction Fund  
Trail Maintenance  
Building Improvements  
Fort Washington Elementary School  
East Oreland Elementary School  
Fire Station  
Parks and Recreation/Public Works Storage  
Patrol Vehicle Carport  
Joint Township School District Fueling and Maintenance Facility  
Transportation Center  
Community Center

Other considerations and thoughts included:

- Walkable communities are essential.
- Neighborhoods should be sustainable with more localized retail/services.
- Trails may be retrofitted to accommodate electric or other “golf cart” type devices
- Infrastructure and improvements should be grounded in meeting the challenges to move the community forward.

Mr. Pesavento was of the opinion that the following should not be on the infrastructure improvement list: Twinning Valley Golf Club, roads and economic development in the Fort Washington Office Park, culverts, zip ramp, items on the open space plan. Cross-county trail, sports fields, and sidewalks because they are assessable to property owners. The Community Center is only a “wish list” item for the future. He would like a complete explanation of each of the items for the next meeting in June. Items should be reorganized so that items such as the Fort Washington Office Park should be on the forefront.

Mr. Tackel felt that library construction should be in the 5-10 year plan. It is a matter of interpretation whether those items on the list concerning the Fort Washington Office Park should be considered infrastructure or not. Staff should rank each item according to priority and define the additional items.

Mr. Feldman would like to know what the 5 year costs will be in time for budget discussions.

Mr. Leonard made the following comments:

- One of the largest items staff added was infrastructure improvements within the neighborhoods.
- Staff is increasingly concerned about the status of neighborhoods, some of which are 35-40 years old. The roadways are breaking down to such a degree that reconstruction is necessary which is extremely expensive. Public Works is looking at least cost approaches to doing this.
- The Community Center was included in the list as a result of suggestions at other meetings. It is something to be looked at within the next 10 years.
- A zip ramp is an exit ramp immediately after the toll booths on the Turnpike existing in the Township’s right-of-way. Staff believes that the value of the Fort Washington Office Park will be significantly impacted by improvements such as this.
- If workers can get into the Fort Washington Office Park efficiently due to improvements to the access to the Turnpike, rents can go up.
- Staff believes that comprehensive planning efforts for the Fort Washington Office Park will allow the Township to capitalize on the assets.
- The Township needs to match investments from the private sector as well as planning.
- Staff will use information provided from the Center for Sustainable Living and share it with developers.
- The Township’s comprehensive plan will be in concert with that of Montgomery County.
- The Township has the opportunity to recognize that while the Fort Washington Office Park is small compared with others, it can be a very dynamic competitor because of its location.

Agenda Items for Future Committee Meetings:

Mr. Pesavento suggested that an expert on the Fort Washington Office Park be asked to address the Committee regarding the Park’s financial stability. The Committee is interested in learning how to improve the viability of the Fort Washington Office Park over and above infrastructure such as increasing the height of certain buildings, etc. and the financial and tax impact benefit to do so.

Mr. Leonard interjected that a building with more than six stories invokes a new set of building codes. He noted that at least 3 of the existing buildings will remain in the flood plain. He will talk to the CFO of Liberty Properties for a recommendation of someone to advise the BOC on these matters.

Mr. Leonard also informed that Temple's report will recommend closing some of the roadways in the Fort Washington Office Park. Their full report will be available in June.

ADJOURNMENT:

Mr. Tackel motioned, with Mr. Feldman seconding, to adjourn the meeting.

VOTE ON MOTION


ALL YES

MOTION CARRIED

Respectfully submitted,

  
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Louise S. Birett, Recording Secretary

Attest:

  
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Robert Pesavento, Chairperson

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A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, June 3, 2008, in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Ira Tackel and Ron Feldman as well as Jonathan Bleemer, Finance Director; Paul Leonard, Township Manager; and Jeff Wert, Township Engineer. Commissioner Stan Ropski participated as part of the audience.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF THE MAY 6, 2008 MEETING OF THE EDF WITHOUT READING:

Mr. Tackel motioned, with Mr. Feldman seconding, to accept the Minutes of the May 6, 2008 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Discuss Ordinance for Debt Financing Options to Fund Land Acquisitions and Stormwater Management Projects:

Mr. Bleemer said that at the Finance Economic Development and Finance Committee meeting in May, the Committee discussed two issues: (1) to do a wrap-around debt; or (2) to do a straight line debt, and whether to do a fixed rate, a combination of variables, or a short term rate.

He introduced Mr. Calhoun of Calhoun and Baker who discussed the following options available to the Township:

- Wrap around Debt to try to make level payments by the Township. It is a wrap that uses a combination of rates:
  - 25% would be a variable loan.
  - 25% would be a fixed loan for 6 years.
  - 25% would be a fixed loan for 9 years.
  - 25% would be a fixed loan for 12 years.

Mr. Bleemer recommends this type of structure for diversification. It provides a lower interest rate and effectively builds in refunding opportunities to take advantage of lower interest rates if they develop in the future. Approximately 60% of financings done are refunding issues. They eliminate the need for refunding.

- Wrap with Fixed Rate Debt.
  - The estimated true interest cost of the fixed rate for 20 years is about 50 basis points higher than the combination. The reason is simply that long term rates are higher than short term rates.
  - With the fixed rate for 20 years, the Township could purchase an option to reset the rate or terminate the rate after a period of time.
  - If the Township had a 20 year fixed rate, and it wanted a 5 year option to reset, it would increase the interest rate by approximately 30 basis points.
  - If the Township wanted a 10 year option, it would increase the interest rate by 15 basis points.
  - An option after the 15<sup>th</sup> year would increase the interest rate by 15 basis points.

All of the above have pre-payment penalties except for the Wrap around Debt where the variable rate could be prepaid at any time. The Township could also prepay the 6, 9 and 12 year fixed loans after their periods only with no penalty.

Mr. Bleemer recommended straight line debt because it is cheaper.

Mr. Tackel interjected that rates are very good at the present time. Historically, over the last 20 years, the rates look to be at the lowest levels seen over the past 50 years. He therefore suggested not risking the variable 6 and 9 year components. He suggested jumping to 20 basis points at 20 years.

Mr. Tackel continued by saying that rates can only go up, not down. If there is a down component, it is probably minimal to where it could go up. If the rates do go up, the Township can negotiate out if it wants to prepay because that money is more valuable at a higher rate anyway.

Mr. Feldman noted that the Township intends to borrow \$9 million. He questioned whether the Township should borrow more money while rates are low to cover some of the work that is anticipated during the next few years.

Mr. Bleemer said it is a guess as to what interest rates will do in the next year. Actually committing to \$9 million is a bit high because the Ardsley Stormwater Project (at a cost of \$600,000) has been delayed for another year. Therefore, he suggested reducing borrowing \$9 million to \$8.2 million (money the Township knows it will spend in 2008). He also noted that the Township has not yet spent all of the bond money borrowed in 2004 because it takes time to do various projects. He does not agree with borrowing funds for projects the Township will not be doing until a year or more from now.

Mr. Tackel could not imagine that if the Township took the full \$9 million, it could not find appropriate projects that should be done that are not currently on the "short list." He suggested accelerating what the Township has on the list and doing it. The members of the EDF agreed.

Mr. Bleemer said the \$9 million would be broken down as follows:

- \$6.7 million for open space projects.
- \$750,000 for purchase of a possible location for a new fire house.
- \$1.5 million for stormwater projects.

Discuss 5-10 Year Draft Infrastructure Improvement Plan:

The following projects were discussed along with their order of priority:

Priority	Project	Comments by EDF
1	W5 Detention Basin Upgrades	The \$400,000 estimate is now down to \$360,000 because the upgrades for 2008 were removed from the calculations.
1	W6 Watershed Study	Has not been completed yet.
1	W7 Other Neighborhood Drainage Construction	No discussion.

1	SWM 1 Farm Lane Culvert and Drainage	Work is scheduled in 2008. Mr. Ropski suggested approaching Horsham Township to pay for some of the costs in conjunction with this project.
1	T1 Welsh Road and Jarrettown Road	Welsh and Jarrettown Road traffic improvements include a center left turn lane in both directions, an additional left turn lane eastbound, and widening of the roadway eastbound. The work is to be done in conjunction with the Zieger Development.
1	NH North Hills Area	Project will move forward.
1	RO 10 Year Roadway Reconstruction Fund	Roadways will be completely dug up, milled and overlaid.
1	TR Trail Maintenance	Cost for trail maintenance is estimated at \$100,000 per year.
1	ARD Ardsley Drainage	No discussion.
1	BR Bridge Improvements	6 – 12 bridges with various structural problems need to be fixed including those in the Ft. Washington Office Park (FWOP).
2	W1 Rose Valley Detention (Robbins Park)	No discussion.
1	W2 Rapp Run Detention	Very important. Changed from priority 2 to 1.
1	W3 Pine Run Detention	Very important. Changed from priority 2 to 1.
1	W4 Sandy Run Detention	Very important. Changed from priority 2 to 1.
2	SWM 2 Kane and Willet Drainage	When Mr. Ropski asked if this project could be a priority 1, Mr. Wert said it is a smaller watershed and suggested leaving it as a priority 2.
3	SWM 3 Loch Alsh Road Improvement and Drainage	This project was changed to a priority 3 by suggestion of Mr. Pesavento.
2	SWM 4 Willow and Maple Phase 3	No discussion.
2	T6 Fitzwatertown Road and Susquehanna Road	Mr. Pesavento noted that Representative Josh Shapiro has committed to funding 1/3 of a Traffic Study from the first traffic light in Abington Township up to Camphill Road at Susquehanna Road.  Mr. Leonard said he has asked Orth-Rodgers to conduct an initial project of the area.
2	T7 Susquehanna Road and Fort Washington Avenue	Mr. Wert said what is being done today will help tremendously with circulation. By 2010 - 2011, the Township will eventually require more widening.
2	T8 Susquehanna Road and Butler Pike	Mr. Wert said that some work is necessary, primarily on the east side, with strategic placement of signals.
3	T10 Butler Pike and Norristown Road	Decision to prioritize as a 3 after Mr. Wert reminded that the Cutler Development will be widening their 3 frontages and creating different traffic patterns. The EDF decided to take a "wait and see" attitude.
2	T12 Limekiln Pike, Pennsylvania Turnpike, and Susquehanna Road	Mr. Wert said Mr. Shapiro's commitment might be extended to include this intersection.
2	T16 Broad Street and Limekiln Pike	No discussion.

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2	TDD Transportation Development District	The Township must wait for Temple University's Study (due within the next 6 weeks) before deciding on a plan of action.
2	CH Camphill Road	Continuation of work on the Fort Washington side.
2	CCT Cross County Trail	Township match. Design project by Montgomery County.
2	SI Township Wayfinding	No discussion.
2	TR Transportation Planning, Property Acquisition	Are there improvements available in the FWOP? Possible additional slip ramp.
2	TE Technological Component of Comprehensive Plan	Township-wide.
2	SE Train Station to Office Park Connection	Mr. Feldman suggested the prioritization from a 3 to a 2 for a shuttle service from the train station to the FWOP.

Mr. Pesavento made the following suggestions:

- The July meeting of the EDF is cancelled.
- Staff to work with Temple University on their final plan.
- Staff to finalize priorities 1 and 2 (especially with respect to the Temple Study).
- Priorities 3 and 4 will be discussed in August.
- All of the "loose ends" to be wrapped up at the August meeting of the EDF so it can be discussed at the Stated Meeting the following week.
- Once the Board of Commissioners agrees with the changes, the EDF should draft some letters to the State and Montgomery County about the Township's plans and financial needs for transportation and economic development.

ADJOURNMENT:

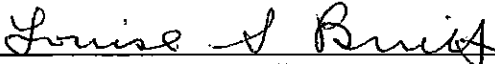
Mr. Tackel motioned, with Mr. Feldman seconding, to adjourn the meeting.

VOTE ON MOTION

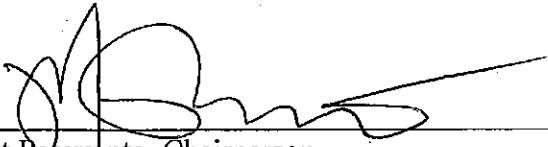
ALL YES

MOTION CARRIED

Respectfully submitted,

  
 Louise S. Birett, Recording Secretary

Attest:

  
 Robert Pesavento, Chairperson

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A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, August 5, 2008, in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Ira Tackel and Ron Feldman as well as Jonathan Bleemer, Finance Director. Commissioner Ropski participated as part of the audience.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF THE JUNE 3, 2008 MEETING OF THE EDF WITHOUT READING:

Mr. Tackel motioned, with Mr. Feldman seconding, to accept the Minutes of the June 3, 2008 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Review Second Quarter Revenue/Expenditure Report:

In the General Fund, Revenues through June were at 59% of budget (a bit lower than previous years), one reason being the Local Services Tax is at 58% as opposed to 100% for the same period last year.

Mr. Pesavento expressed concern that the Township collects 98%-99% of the Earned Income Tax, but when Montgomery County takes over collecting the payments, the Township will be down to 90%. When the County takes its cut, and services take its cut, the Township will be down to 80% of what is collected at the present time.

Answering a concern raised by Mr. Tackel, Mr. Bleemer said the State Department of Economic Development believes that over \$200 million is currently lost in the shuffle. Therefore, when the actual bill is passed by the Commonwealth of Pennsylvania, there is something of an "opener" that allows for readdressing the issue a few years out.

The Township intends to argue with Montgomery County to retain delinquencies collected up to the year 2012.

Real Estate Transfer Taxes are low. The Township will not meet budget this year. The actual dollar value of an average household is stable at the moment, but the number of sales is way down by at least 25%. The Township usually averages 35 sales per month. Due to the present economic conditions, sales are now down to 20 per month.

Mr. Feldman noted that when the new Parks and Recreation Department hired an extra person, charges for services were supposed to have gone up. He pointed out that the revenues collected for services in 2007 totaled \$302,496 as opposed to those collected thus far in 2008 of \$266,461 as of June 30<sup>th</sup> of each year. He asked when the Township will see an increase and why was there such a drop off? Mr. Feldman is interested in what the year end revenue numbers will be. In addition, he is concerned that all of the Parks and Recreation Department's revenues are down.

Mr. Bleemer informed that when the second quarter EIT came in, that fund was very healthy.

Discuss Resolution to Participate in Central Westmoreland Council of Governments (COG) Purchase Contracts:  
Adoption of the proposed resolution will permit Upper Dublin Township to piggyback on a "consortium-type" purchase contract with COG for vehicles. The resolution will be an agenda item at the Stated Meeting in August.

Discuss Ten-Year Plan:

The Committee likes the new format and the listing of key projects to be accomplished in 2009 by category.

It was noted that the Camp Hill Road design work is almost completed.

The only items required for the Stated Meeting in August are a map for the Board of Commissioners (BOC) and a short description of the Rapp Run Detention work to be performed. The goal at the Stated Meeting will be accepting the Ten-Year Plan noting that the plan is something to work toward but not requiring the completion of everything presented therein (including all of the items in the 2009 column).

The plan will be presented to the four State Representatives, as well as State Senators Stewart Greenleaf, Allison Schwartz and Patrick Murphy.

The work proposed in the Transportation Development District is listed as \$25 million, but the 3 top items are also planned for the Fort Washington Officer Park (FWOP). Therefore, they are tied into the economic development in that area. The Township will be seeking funds during the next few years, and discussions are being held with Brandywine, Liberty and others with interests in the FWOP to have them assist as partners in this endeavor.

A number of the items under Subtotal "2" are state intersections. If the Township is to do the work, funding from the state is needed.

- Mr. Pesavento interjected that in discussions with Mr. Leonard, he learned that when the Township gets to the point of considering those intersections, it will "shop" for the work including the engineering.

Mr. Feldman questions the 2009 total of \$8 million. He asked how long it takes for an impact study for the Rapp Run? How much will the Township be able to get done in a specific timeframe?

- Mr. Pesavento noted that at the same time, the Township would probably borrow money for several years up front.
- Mr. Tackel suggested borrowing from the Community Investment Fund for the first few months in preparation for floating of a bond.
- Mr. Bleemer said all of the issues must be discussed at length. He will discuss how the Township will pay for the improvements at the September meeting of the (EDF). The Township Engineer will be available at that time to answer any questions at the Stated Meeting in August.

Agenda Items for Future Committee Meetings:

Financing of all of the above will be discussed at the next meeting of the EDF.

Public Comments:

Mr. Ropski suggested giving people who pay the EIT the option to donate it to a local nonprofit organization, for creating a new fund for open space, or toward the FWOP.

- Mr. Pesavento preferred contributions toward open space.

- Mr. Bleemer will check with the Township Solicitor before doing anything.
- Mr. Bleemer informed that instead of being issued a rebate check, persons paying EIT already have the option of rolling the refund over.

ADJOURNMENT:


Mr. Tackel motioned, with Mr. Feldman seconding, to adjourn the meeting at 6:55 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

  
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Louise S. Birett, Recording Secretary

Attest:

  
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Robert Pesavento | Chairperson

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A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, September 2, 2008 at 6:30 p.m., in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Ronald Feldman, and Stan Ropski as well as Jonathan Bleemer, Finance Director.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF THE AUGUST 5, 2008 MEETING OF THE EDF WITHOUT READING:

Mr. Feldman motioned, with Mr. Ropski seconding, to accept the Minutes of the August 5, 2008 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Discuss Anticipated End-of-Year Fund Balances and 2009 Budget:

• Year End Balances for Operating Funds:

Current analysis indicates that we will end 2008 at or above budgeted year end balances. The General Fund year end balance should be in the range of \$1.5 million.

Mr. Bleemer commented that the Township expected a little less than the \$1.5 million quoted above because the Township began with a higher balance of \$1.3 million due to the sale of property in the prior year.

When Mr. Feldman asked if the Township was able to put any money into the Office Park Fund, Mr. Bleemer answered negatively because real estate transfer taxes have been so low. However, if the Board of Commissioners (BOC) wants staff to look at other sources, money can be moved over.

• Personnel:

One new patrol officer is being requested by the Police Department.

Mr. Bleemer noted that this is the first increase asked for by the Police Department in 3 years.

When Mr. Ropski asked if police overtime will be cut down due to the addition of another officer, Mr. Bleemer said that overtime is usually reduced slightly when the Police Department adds personnel.

At Mr. Feldman's suggestion, the Chief of Police will be asked to attend the October meeting of the EDF to discuss this matter and justify the hiring of another police officer at this time. He will be asked how stressed out the Police Department is now, and be prepared to discuss retirees and incentives to older officers to retire early.

• Capital Projects:

The majority of the BOC decisions during the budget deliberations will focus on what projects to fund in 2009. The 10 year capital improvement plan identifies capital projects for 2009 estimated at a cost of \$9.9 million, of which \$6.45 million is categorized as Priority No. 1.

Mr. Bleemer said his department will take more time and provide additional detail. The Township cannot possibly do \$10 million worth of capital expenditures in one year.

When Mr. Ropski brought up the issue of the EPI Center and the Old Fort Washington School Building, Mr. Bleemer said that staff is recommending selling the school and retaining the EPI Center.

- Millage Rates:

A 5.54% (47.00) increase in the real estate tax rate will be required to fund debt service payments on the 2008 \$9 million loan. For each additional \$1 million of borrowing, a 0.80% (\$7.00) increase is required.

Mr. Bleemer prepared a chart of the millage rate increases proposed for 2009 as follows:

	Debt Service Millage	Total Millage	% Increase	\$ Increase
2008 Millage	0.489	4.352		
Millage Increase to Fund 2008 \$9 Million Loan	0.241	0.241		
2009 Millage	0.73	4.593	5.54%	\$47.01
Additional Increase per \$1 Million Borrowing	0.035		0.80%	\$6.83

Mr. Bleemer explained the following:

- For every million dollars borrowed, there is an 8% increase in millage, or about \$7 per household. The Township is looking at a potential increase in the budget of 5.54%.
- He hopes there will not be any increase in the General Fund.
- The BOC will have to talk about how the new fire house will be funded. \$200,000 was put away last year to start funding for the fire house.
- The majority of the increase is for 3 properties that were purchased by the Township this year. Per Mr. Ropski's suggestion, Mr. Bleemer will look into putting the purchase of the properties under "Parks and Recreation Open Space Projects."

Mr. Feldman would like to see more efficiency in government. He doesn't want to see anything near a 10% increase come November.

Mr. Pesavento observed that if the Township requires bonding for infrastructure work, that will add to the above amounts.

- Outstanding Debt:

At the end of 2008, the Township's principal debt will total \$19 million. The Township's borrowing base, the authorized debt limit, is approximately \$50 million.



Mr. Bleemer said:

- \$9 million of the Township's principal debt should have been electoral debt.
- The money to purchase the Bonsall property came from the principal in the Community Investment Fund (CIF). That money can be paid back to the CIF if the Board of Commissioners wishes.

• Earned Income Tax (EIT):

Answering questions raised by Mr. Ropski, Mr. Bleemer informed:

- The Township only has control over half of the EIT funds with the Upper Dublin School District (UDSD) collecting the other half.
- Staff has put before the BOC the idea that refunds could be donated to open space.
- 2008 EIT refunds will go out in April, May and June of 2009.

Responding to a request made by Mr. Feldman, Mr. Bleemer will contact Wade Coleman of the UPSD who in turn will talk to Dr. Pladus, Superintendent of Schools, regarding giving back half of the EIT for the Education Foundation.

ADJOURNMENT:

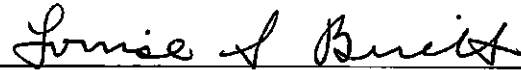
Mr. Feldman motioned, with Mr. Ropski seconding, to adjourn the meeting at 6:50 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Robert Pesavento, Chairperson

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A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, November 5, 2008 at 6:30 p.m., in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento and Ronald Feldman as well as Jonathan Bleemer, Finance Director.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

Mr. Pesavento thanked everyone who came out to vote on November 4<sup>th</sup>. He noted that 82% of those assigned to vote at the Township Building did so. The Open Space question passed with 68% of the vote.

MOVE TO ACCEPT MINUTES OF THE SEPTEMBER 2, 2008 MEETING OF THE EDF WITHOUT

READING:

Mr. Feldman motioned, with Mr. Pesavento seconding, to accept the Minutes of the September 2, 2008 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Review Third Quarter Revenue/Expenditure Report:

Mr. Bleemer reported that the following three categories on the Revenue side of the General Fund will not meet budget this year:

- Real Estate Transfer Tax
  - Even though prices of homes have been reduced, the number of sales is significantly down. Commercial sales have been almost nil.
- Interest
- Licenses and Permits
  - The BOC will discuss whether to fill the position vacated by the Fire Administrator during an Executive Session following the Stated Meeting in November.

Although \$800,000 was budgeted for the year, the true figure will be \$550,000-\$600,000 by the end of the year.

Mr. Feldman noted an increase in the Fire Tax.

There are one or two properties in the Fort Washington Office Park where assessments are down a little bit.

Interest is down from 4% to 1½%-2% at the present time.

Answering a question raised by Mr. Feldman, Mr. Bleemer informed that the Township purchases some CDs, but does not typically take them out for more than a year.

- Mr. Feldman would like to see the Township purchase CDs for a longer term to obtain a higher interest rate.
- While the Township tries to keep most of its money pretty liquid, Mr. Bleemer said the duration period could probably be extended longer.

The Community Investment Fund is fully invested in Government Bonds from 1-5 years.

Expenses are lower than last year which is a good sign.

It was noted that the Boards and Commissions Category is up. One of the reasons is a contribution to Community Day activities. Mr. Bleemer will provide details for the EDF.

Real Estate Taxes under Fire Funds went up from \$616,944 as of 9/30/07 to \$803,402 as of 9/30/08.

Both the Library Fund and the Parks and Recreation Fund expenditures are in line with last year.

Mr. Bleemer has conferred with the Director of Parks and Recreation regarding the 2009 budget, and they have worked to provide better budget numbers on both revenues and expenses.

There have been significant revenues this year under Capital Funds primarily due to the bond issue closed on in July 2008.

\$7,474,119 was expended for land purchases paid for out of the Community Reinvestment Fund (CRF). The Township is replenishing the CRF by approximately \$400,000 per year.

Stormwater Project expenses totaled \$105,615.

Discuss 2009 Budget:

Mr. Bleemer provided the EDF with notes on the 2009 proposed budget as follows:

- Operating Funds:
  - Operating Funds budget = \$18,985,451
  - Increase from 2008 budget = 3.1%
  - General Fund increase = 2.4%
  - Library Fund increase = 5.7%
  - Parks and Recreation Fund increase = 8.4%
  - Fire Protection Fund decrease = 0.3%
  
- Proposed Personnel Changes:
  - New police patrol officer (\$80,000 salary and benefits)
  - Convert one part-time librarian to full-time (\$20,000)
  - Combine two part-time parks and recreation office positions to one full-time (approximately \$5,000)
  
- Significant Cost Increases:
  - Asphalt and wearing course
  - Rock salt
    - The salt bin is full right now. The budget calls for the same number of tonnage as last year, but prices increased by 25%. There is also the possibility that there may be a shortage of salt this year. The Public Works Department will try to stockpile as much salt as they can.
  - Vehicle operating and maintenance charges
    - The price of gasoline is now down to \$2.40 per gallon. Hoping to see the prices go lower in the future.

Proposed Tax Increase:

- Draft budget recommends 6.2% real estate tax increase.
  - 0.8% to fund Parks and Recreation Operating Budget
  - 5.4% to fund Debt Service payments
- Increase corresponds to a \$52 annual tax increase for property assessed at \$195,000

• Line Item Highlights:

- Lower sanitation costs
  - Department budget reduced 3.3%
  - Tipping fee reduced from \$67/ton to \$63/ton
  - Continued reduction in trash tonnage due to Recyclebank services
  - New recycling services contract estimates net revenues of \$45,000 compared to net costs of \$55,000 in 2008
- Benefit costs in check
  - Medical, prescription drug and dental rate increase of 3%
  - Workers compensation premium increase of 1%
  - No increase in vision care, LTD or life insurance rates
  - Reduction in AFSME contract was mirrored for non-union staff
- Reduction in expected maintenance expenses at North Hills Community Center
  - Cost to operate the building is not as high as it was in 2006 and 2007
  - Abington Hospital and the Head Start Program pay rent
  - Upper Dublin Township provides \$10,000 toward expenses of the Summer Camp with the remaining costs being paid for via grants

• Capital Projects:

- Stormwater Projects
  - Burn Brae Drive Drainage (carried over from last year)
  - Farm Lane Culvert (carried over from last year)
  - Ardsley Drainage
  - Dillon Road Storm Sewer (will be done by Township forces as time permits and paid for from surplus from the bond issue and CRF)
  - Loch Alsh Avenue Drainage
  - Ludwell Drive Drainage
  - Pinetown Road/Highland Avenue Storm Sewer
- General Capital
  - Replace Township telephone system
  - Second year of Comprehensive Plan
  - Purchase salt brine equipment
  - Complete design of Camphill Road restoration (Funded through contributions. Hoping to get construction going in 2010)
- Open Space
  - Ballfield fence replacement
  - Replace fencing at pool
  - EPI-Center improvements (meeting next week with the architect)
  - Purchase spectator seating at SPARK

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Budget Hearings:

Budget hearings are scheduled to be held on Tuesday evening, November 18<sup>th</sup>, and Saturday, November 22<sup>nd</sup> from 8:00 a.m. to 4:00 p.m.

Mr. Feldman would like to be provided with a cost benefit analysis of how the School District and Township plan to expend funds in 2009.

ADJOURNMENT:

Mr. Feldman motioned, with Mr. Pesavento seconding, to adjourn the meeting at 6:55 p.m.

VOTE ON MOTION


ALL YES

MOTION CARRIED

Respectfully submitted,

  
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Louise S. Birett, Recording Secretary

Attest:

  
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Robert Pesavento, Chairperson

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A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, January 6, 2009 at 6:30 p.m., in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Ira Tackel and Ronald Feldman as well as Paul Leonard, Township Manager; Jonathan Bleemer, Finance Director; and Jeff Wert, Township Engineer. Commissioner Ropski participated as part of the audience.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF THE NOVEMBER 5, 2008 MEETING OF THE EDF WITHOUT READING:

Mr. Feldman motioned, with Mr. Pesavento seconding, to accept the Minutes of the November 5, 2008 meeting of the EDF without reading:

VOTE ON MOTION                      ALL YES                      MOTION CARRIED

DISCUSSION ITEMS:

Wording on Real Estate Tax Bills (Separate line for debt service for land purchases):

Mr. Bleemer reminded of a discussion during budget negotiations regarding adding another line item on the real estate tax bills to delineate taxes for land purchase made during 2008.

Mr. Pesavento suggested "Debt Service for Land Acquisition" because it is not electoral debt until the Township does another referendum to move it for voter approval.

Mr. Bleemer informed that the debt service approved dollar amount last year was \$6,500,000.

- Mr. Feldman suggested that the \$6,500,000 be transferred to the \$30 million approved in the May 2008 Primary and the EDF members agreed.

Non-Uniform Pension Plan Resolution:

Mr. Leonard informed that the proposed resolution calls for a minor change to add a Department Head to the Pension Plan. It is based upon an employee retention recommendation who wishes to buy back into the Pension Plan. The individual is an 18 year employee, and staff would like to provide an incentive for him to remain with the Township. The resolution does not represent unusual compensation.

Mr. Tackel motioned, with Mr. Feldman seconding, to recommend approval of the Non-Uniform Pension Plan Resolution to the Board of Commissioners (BOC).

VOTE ON MOTION                      ALL YES                      MOTION CARRIED

Sale of Madison Avenue School and Status of EPI Center:

Mr. Pesavento led the discussion by informing that during budget negotiations, the Director of Parks and Recreation was asked to be sure that all programs held at the Madison Avenue School would vacate the building as soon as possible and to make every effort to obtain space for the displaced programs in other venues. Said request to vacate the Madison Avenue School was in preparation for potential sale.

Mr. Leonard informed:

- The zoning is "B" Residential.
- The Township now has clear title.
- If the building is sold, the Township would have the option to sell it under the existing zoning.
- If the buildings remain, zoning relief of some sort would be required.
- The exemption is for public use which the Township enjoys, but a private owner would not.
- Information will be provided as to the size of the property.
- If the decision is made to demolish the buildings, the area would yield 4 lots. While he does not know the value of a lot in Fort Washington, that value amount would be matched up against the cost of development.
- If the Madison Avenue School property were offered for sale, there are people in the Township who are against demolishing all or part of the buildings.
- If the buildings remain, the BOC would have to determine what use would be allowed. The decision would have to be made either as a property owner or as a land use regulator.
- The Historical Commission has deemed that the older part of the building has historical value.

Mr. Tackel suggested soliciting proposals and analyzing them to determine what makes sense for Upper Dublin Township. The BOC will have control over the proposals and will maintain the right to accept one or none.

Mr. Leonard said the Township staff would provide full access to the information it has including the building survey to anyone wishing to submit a proposal. He suggested a meeting with interested parties so that they can make informed proposals. Bidders must be aware that after a successful proposal, competitive bids must be obtained.

When Mr. Feldman suggested giving the property over into the hands of a realtor in preparation for selling the buildings, Mr. Tackel countered that the sale could be contingent upon zoning relief that does not exist yet.

The EDF decided to authorize staff to go ahead and solicit proposals.

#### Infrastructure Plan:

Mr. Pesavento said:

- A few weeks ago, Paul Leonard, and Commissioners Mermelstein and Pesavento met with State Representative Josh Shapiro and thereafter met with Congresswoman Allyson Schwartz to discuss the Township's Infrastructure Plan in light of President-Elect Obama's stated goals of jump starting the economy by providing funding for infrastructure.
- It was determined that the Federal Government requires "shovel ready" projects ("Here's the money, when can you start?").
- A week later, Commissioners Mermelstein and Pesavento met with State Senator Stewart Greenleaf to discuss the same issues.
- An e-mail was sent out to all Department Heads to direct them to start thinking about appropriate infrastructure projects.
- A meeting was scheduled last Wednesday with Jeff Wert and his staff, Dan Supplee, Jerry Smith, and Commissioner Pesavento during which they discussed what is ready to go and what is getting closer to being ready. Their goal is to have a list of those projects that are ready by February 1<sup>st</sup>, with a later list ready by June.
- Funding will most likely be funneled through the state, and, in all likelihood, through PennDOT.

- The Delaware Avenue Bridge project is almost ready in the Fort Washington Office Park. A determination must be made as to what additional permits will be needed. The Bridge has already been on PennDOT's tip list, therefore, they are already aware of it.
- Resurfacing the Office Park would hold the roads together for another 7-8 years.
- Another project ready to go is Burn Brae stormwater work

Mr. Wert said he would do everything he can to facilitate any and all of the above suggestions and a few others as well.

Agenda Items for Future Committee Meetings:

Mr. Pesavento requested that Steve Lester, District Administrator for PennDOT attend the February Meeting to talk about what is going on. The Township should know more at that point about what is happening with the Federal Program with respect to the Infrastructure Plan.

Mr. Bleemer will report on the year-end numbers.

ADJOURNMENT:

Mr. Feldman motioned, with Mr. Tackel seconding, to adjourn the meeting at 6:55 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

  
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Louise S. Birett, Recording Secretary

Attest:

  
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Robert Pesavento, Chairperson

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A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, February 3, 2009 at 6:30 p.m., in the Upper Dublin Township Building; Robert Pesavento presiding.

Attendance were Commissioners Robert Pesavento, Stan Ropski, and Ronald Feldman, as well as Jonathan Bleemer, Finance Director, Steven Lester, Consultant, and members of the Fort Washington Fire Company (FWFC).

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF THE JANUARY 6, 2009 MEETING OF THE EDF WITHOUT READING:

Mr. Feldman motioned, with Mr. Ropski seconding, to accept the Minutes of the January 6, 2009 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Review of Year-End Financials:

Mr. Bleemer provided the EDF with preliminary year-end reports. A final report will be provided to the Board of Commissioners (BOC) within a 1 or 2 months.

- Revenues exceeded the budget for 2008 primarily because the earned income tax revenues continued to be strong.
- The General Fund ended the year with \$119,000 net revenue.

Mr. Feldman asked that the auditors appear before the EDF in February. The entire BOC will be invited to attend that EDF meeting.

Discuss Township Infrastructure Plan and Federal Stimulus Package:

Messrs. Mermelstein, Leonard and Pesavento met with all but one of the state representatives, Senator Greenleaf and Congresswoman Alison Schwartz to discuss the infrastructure and the possibility for federal stimulus money.

Steve Lester attended the meeting to talk about ways of revitalizing and reducing the flooding problems in the Fort Washington Office Park (FWOP). He commented as follows:

- Much of the FWOP is in a floodplain.
- The FWOP is "tired" and may not be able to provide the resources the Township and School District will need. His job is to see that it does not occur, and to make the residents of the Township proud of the FWOP.
- He is trying to entice property owners in the floodplain to move out of the floodplain, but he must give them incentives to do so. He suggests possibly moving them to higher ground and giving them credit to have 25,000 sq. ft. of space (i.e., allowing 5 or 6 story buildings instead of 2 or 3 stories). This action would meet the standards of the First Class Township Code.
- Mr. Lester spoke with Liberty Properties Trust, and they have pledged cooperation. Their engineer will act as a resource to work with the Township regarding storm water management.

- A meeting was held with the Township resident who drew up the hydraulic design for replacement of the SEPTA bridge. FEMA took his design and said that it calls for a much larger opening which will reduce the elevation of flood waters by 3 ft.
- Mr. Lester is looking at the existing detention basins owned by the Township.
- There is a 7 acre quarry in Springfield Township that is 70-95 ft. deep.
  - The quarry used to be pumped out on a continual basis when stone was being carved therein.
  - The water is of drinking quality and has continually increased.
  - The United States Navy used it for a number of years as a diving facility.
  - Mr. Lester's idea is to pump out the quarry during a storm, take the storm surge, and fill the quarry to within 20 ft. He is of the opinion that there will be no problems pumping the quarry out. To do so would give Upper Dublin 350 ft. acres of water storage. To build a similar detention basin would cost the Township a lot of money. The quarry is something that might be readily available to Upper Dublin Township.
    - -Mr. Pesavento interjected that during discussions about the infrastructure plan the EDF worked on last year, there were 3 detention basins targeted for the FWOP at a cost of \$4 million each. If Upper Dublin could reduce that number to 2 detention basins, it would make a big difference.
    - If it would be possible to limit the catastrophic occasions to once every 25-50 years, and if there is an evacuation plan in effect when that would occur, the Township could live with it.
- The Township should work with the community, owners of the buildings and tenants in the FWOP as well as the FWOP Association to determine what would be the best in the floodplain area. Some nice recreational land would be available to the residents, and the Township will be able to maintain a viable office park which will be more attractive than it is currently.
- Mr. Lester will keep the EDF up-to-date on his progress.
- The cooperation of Abington, Whitemarsh, and Springfield Townships will be requested.
- It is hoped that funding from Montgomery County can be obtained.
- A good case could be made to the Commonwealth of Pennsylvania for funding. It would be a good return on their investment.
- Mr. Lester has a good goal to work towards, and he does not expect opposition from anyone.

Mr. Ropski asked if Mr. Lester is considering deepening the Pine Run to have water move faster out of the FWOP. Mr. Lester answered that, at the present time, he is looking at the Temple University Study wherein a number of detention areas to hold the water are recommended. One of the problems of moving water within the FWOP quickly is that it gets to the SEPTA bridge too fast.

Mr. Pesavento said the EDF needs to know where the Township has been with the numbers and then needs to know where it is going. He displayed a slide presentation having to do with the following:

Review of aspects of Township finances:

- Revenues
- Expenditures

The Township seeks to develop new funding sources to reduce the burden on residential taxpayers.

Yearly review of 2009 budget:

- Developed a 10 Year Plan for infrastructure that focuses on the FWOP.
- Close monitoring of revenue during the recession.
- Continue planning of FWOP improvements to stimulate increased revenue.

- Review all departmental spending to be sure the budget allocations are not surpassed and suggest ways to reduce expenses to the BOC.
- Construction costs have been reduced in some cases, and that may help the Township out in the long run.

Discuss Fort Washington Fire Company (FWFC) Funding:

Mr. Pesavento reviewed the spending allocations to the FWFC by presenting a slide show that pointed out the following:

- The EDF is looking at past spending to determine future expenditures/revenue requirements.
- The EDF is seeking ways to reduce spending (taxes) by eliminating items unnecessary to the mission of the FWFC and by investigating opportunities for sharing resources with other fire departments. That will fall mainly on the Public Safety, Works and Services Committee, but the EDF will be looking at potential cost savings.
- The requirements of the new Government Accounting Standards Board call for the review/monitoring of spending by all departments including the FWFC.
- The Upper Dublin Volunteer Firefighters Relief Association (VFRA) is a completely independent organization with its own boards and funding sources. Tax monies come from the State through the Township to the VFRA.
- Expenditure decisions by the independent VFRA have a direct impact on the spending required by the Township in support of the mission, i.e., taxes.
- Prior to starting budget planning for 2010, recommendations for policies/spending priorities for the FWFC may be made to the BOC.
- Under the new change to the First Class Township Code, before the Township can enter into discussions of planning for the allocations to the FWFC, a report has to be provided of the previous year's expenditures and expenditures up to that point.

The First Class Township Code states: "To make regulations with the township or within such limits as may be deemed proper relative to the cause and management of fires and the prevention thereof, the purchase of or contribution to the purchase of fire engines and fire apparatus for the use of the township and to appropriate money to fire companies for the operation and maintenance thereof, and for the construction, repair and maintenance of fire company houses, to ordain rules and regulations for the government of such fire companies and their officers, and to regulate the method to be followed in the extinguishment of fires."

Mr. Pesavento said no one on the BOC has ever said that the Township should set rules as to how the FWFC should put out fires because the fire volunteers are the experts. However, the BOC needs to know how much to allocate.

The Code of Upper Dublin Township, Chapter 18, Fire Department, states: "The personnel of the Fire Department shall consist of a Fire Marshal, a Fire Services Administrator, and other such personnel as the BOC shall authorize, all such persons to serve under the supervision of the Township Manager, including the FWFC No. 1 and any additional companies as the BOC may from time-to-time recognize or hereby designate as the official recognized Fire Company of Upper Dublin Township."

The BOC will provide oversight to all departments and their expenditures in accordance with the First Class Township Code.

The Montgomery County Standards Board's Statement 14 requires that all entities that are primarily funded by that government unit be included in the annual audit of that government."

Mr. Pesavento pointed out that there has never been a problem in Upper Dublin Township, but there have been problems in other communities.

Mr. Pesavento will update the chart of the allocations he presented this evening. He will break it down to show the actual operating allocation as well as the allocations for the Fire Marshal and the Fire Administrator. He noted that the Township has always tried to keep a large balance so that it does not have to borrow money for large equipment. In 2009, the Township is looking at putting money aside for a new fire station.

For comparison purposes, Mr. Pesavento pointed out the following:

- The FWFC has two Township employees – the Fire Marshal and the Fire Services Administrator.
- The Police Department has 48 personnel (that number does not include crossing guards).
- The total allocation for the Police Department is 5 times the size of the FWFC's allocation, and that includes operations and capital.
- In 2008, the projected numbers are \$1,151,360 (\$650,000 of which is earmarked for capital expenditures).

The estimated cost for a new fire station is \$6 million, but because of the recession, the Township has learned that the square footage costs are down to \$180 per sq. ft.

Mr. Pesavento presented another series of slides dealing with the FWFC as follows:

#### Fire Protection Funding

- FWFC annual appeal.
- The IRS granted the FWFC 501 (c) (3) status in February 2005.
- The original agreement with the Township was that the FWFC will keep \$15,000 of their proceeds. All additional funds after expenses will be turned over to Upper Dublin Township for capital projects.

Comparisons of Local Volunteer Firefighters Relief Associations (VFRA). All of the data is taken from the Auditor General's reports.

#### Sources of Funding:

- A 2% tax is levied on all fire insurance paid by Commonwealth residents and businesses to insurance companies that are incorporated outside of Pennsylvania. That calculation is based upon the population and property values of the respective municipalities.
- Authorized expenditures include:
  - Various types of insurance coverage
  - Death benefits
  - Tokens of sympathy
  - Payments to families in distressed circumstances due to line service participation
  - Medical bill payments incurred
  - VFRA membership dues
  - Purchases of equipment
  - Enrollment in health and physical fitness programs
  - Purchase of exercise equipment for fire fighters
  - General administrative expenditures
- The Upper Dublin VFRA operates completely within the law.
- The yearly average spending is with state aid.



- Insurance spending covers the premium for life insurance for members of the various fire companies.
- The yearly average equipment spending is with state aid.
- In the last audit, Upper Dublin's VFRA averaged the following:
  - State aid - \$278,100.
  - Spending for insurance - \$1,767,796.
  - Spending on administration - \$9,073.
  - Spending for relief and disability benefits - \$11,600.
  - Spending on training - \$79.
  - Spending on equipment - \$385.
- \$62 million was provided to VFRAs in a single year.

Upper Dublin's situation is unique in that the Township provides 100% of the trucks and equipment used by the FWFC. This is not done in many other communities, if any.

Mr. Feldman pointed out that Wissahickon Township spent \$132,000 for equipment and spent substantially less from the state.

When Mr. Feldman asked if the staff has reports of VFRA fund balances, Mr. Bleemer informed that the information is available on the Auditor General's report.

Agenda Items for Future Committee Meetings:

- During the EDF meeting in March, the following will be discussed:
  - Expenditures for the trucks.
  - Mr. Bleemer will provide information as to what the other area municipalities spend on fire services as well as what they do not provide.
  - The EDF will continue to ponder the infrastructure situation.
  - The auditors will discuss the 2008 audit.

ADJOURNMENT:

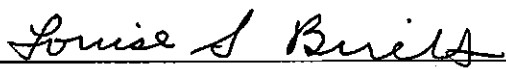
Mr. Feldman motioned, with Mr. Ropski seconding, to adjourn the meeting.

VOTE ON MOTION


ALL YES

MOTION CARRIED

Respectfully submitted,

  
 \_\_\_\_\_  
 Louise S. Birett, Recording Secretary

Attest:

  
 \_\_\_\_\_  
 Robert Pesavento, Chairperson

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A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, April 7, 2009 at 6:30 p.m., in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Jules Mermelstein, and Sharon Damsker as well as Paul Leonard, Township Manager; Jonathan Bleemer, Finance Director, Susan Lohoefer, Parks and Recreation Director; Gregory Bryer, Fire Services Administrator; Steven Lester, Consultant, and John Espenshade of McCullough Consulting Group.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF THE FEBRUARY 3, 2009 MEETING OF THE EDF WITHOUT READING:

Mr. Mermelstein motioned, with Ms. Damsker seconding, to accept the Minutes of the February 3, 2009 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Funding for Office Park Projects:

Mr. Leonard informed as follows:

- Steve Lester and John Espenshade are in attendance to present and discuss specific funding opportunities for the Fort Washington Office Park (FWOP).
- The Township has understood for a long time that the solutions for the FWOP would be expensive.
- Staff has looked at the numbers during the past 5-6 months, and concluded that the Township must secure multiple sources of funding.
- Stimulus grant money from the Federal Government will be going back to the national pool.
- The presentation this evening is the first step.
- Staff is working on the second step because the Township will not get significant funding unless it has designs and permits in hand.

Mr. Espenshade then led the discussion and said:

- He has met twice with Mr. Leonard and Township staff.
- He met with the EDF to discuss the importance of timing, leveraging dollars, and steps that need to be employed to obtain dollars for the Township to begin much needed projects in the FWOP.
- McCullough Consulting Group, Inc. has been in business since 2003, and has been successful in securing over \$3 million in loans and grants.
- Opportunities:
  - Last summer, the Commonwealth of Pennsylvania (Commonwealth) granted \$800 million for water, flood, dam mediation, and new construction.
  - With \$100 million, the Township can focus on dam remediation. This is important because the competition for this money is incredibly fierce.
  - McCullough learned last week that during the first round, there were 830 applications asking for \$2.8 million. Fifty-three other municipalities in Montgomery County filed applications in the first round.

- Under the Pennsylvania Alternative Energy Investment Act 63, for every \$1.00 the Township has available to put into a project, there is the opportunity to obtain up to \$2.00 from the Commonwealth.
- To match \$1 million, the monies can be part of any operating funds on hand or other ways of obtaining monies.
- The maximum amount that the Commonwealth will award will be \$20 million. The minimum project size is \$500,000.
- Municipalities are given priorities.
- The key to all of the above is economic development.
- Process:
  - The first round of applications was due February 13<sup>th</sup> with the declaration of awards scheduled for May 14<sup>th</sup>. However, Mr. Espenshade has learned that the date may be pushed back to June or July which would be good for Upper Dublin Township.
  - There has been no announcement from the Commonwealth as to when the second round will occur.
  - If Upper Dublin has a project that will take six months or longer to design, the Township would have the opportunity to be part of the second round.
  - The policy of the Commonwealth administration is economic development and putting people to work, and that is the purpose of the stimulus package as well.
  - If Upper Dublin has a serious project that it is designing, the Township should be looking at the Labor Day period for an application to be submitted to the Commonwealth.
  - If the Township has a project that it is serious about, then it would be wise to create an emergency fund to move forward.
  - A plan of finance must be created for submission to the Commonwealth.
  - This process has turned into five steps over the years as follows:
    - Step 1:
      - Due diligence, feasibility, and looking at projects and needs, then determining if the Township has a real project.
    - Step 2:
      - Preparing an application.
    - Step 3:
      - Advocacy at the Commonwealth level.
      - When the application is prepared, it is sent to PennVEST, the DCED and the DEP for evaluation. Thereafter, the application goes to the Commonwealth Financing Authority (CFA), and all seven members must agree on the vote (three are appointed by the Governor. The four other members are the Chairpersons of the four caucuses). The CFA will meet and render a decision as to which government bodies will receive funding.
    - Step 4:
      - Implementation and how the funding is used.
      - McCullough follows the implementation and sees that checks are released.
    - Step 5:
      - Post-Implementation – oversight of the program and the stimulus package.
      - Auditing has been an increasingly bigger function for McCullough.
  - McCullough believes that probably more than half of the grant applications are not prepared for the first round. They may be pushed into the second round which would impact Upper Dublin.
  - PennVEST's rules and regulations are very stiff. PennVEST is primarily a loan situation, but because of the stimulus dollars from the Federal Government, they do have grant opportunities.

- Historically, PennVEST would have offered low interest loans, but now they have added grants. The "wild card" is that it will not be known at the time of application whether a municipality will receive a grant, a loan, or neither.
- If PennVEST and H<sub>2</sub>O dollars can be obtained, PennVEST dollars can be used as Upper Dublin's local match. In addition, there is the Federal stimulus package (\$234 million for infrastructure). These dollars go to PennVEST and will be administered by PennVEST.
  - Mr. Leonard explained that Upper Dublin already has appropriations of \$1.2 million.
- Under the stimulus package, there are discretionary and non-discretionary dollars available. If Upper Dublin can provide a compelling argument, it will be considered. There would be a direct payment from the Federal Government directly to Upper Dublin (and not going through the Commonwealth).
- There are discretionary transportation dollars that are coming to the Commonwealth also.
- How does McCullough get paid?
  - McCullough has three alternative fee structures, and the client can choose any one of the three. Up until the present time, no client has chosen anything but a contingency fee. The alternative fee structures are:
    - Fixed rate paid over five periodic payments coming out of the municipality's operating budget.
    - Part fixed fee and part contingency fee.
    - Contingency fee (if successful). McCullough only gets paid if the municipality is awarded a grant.
    - McCullough's contingency fee schedule is as follows:
      - 18% of the first \$500,000
      - 15% of the next \$4.5 million
      - 2% of the next \$5 million
      - 1% of the next \$10 million
    - McCullough does not get paid until they actually receive the grant money. They effectively would become Upper Dublin's banker.
    - Mr. Espenshade noted that the above percentages are probably about half of what attorney's charge.
- Costs are absorbed by McCullough. The only cost to the Township is a \$125 fee to file the application with the Commonwealth.

Mr. Pesavento noted that the Township is looking at \$30 million worth of work in the FWOP. Upper Dublin is not expecting to do so all at one time, but it has to start somewhere. The Township should get moving with engineering with due haste.

Ms. Damsker asked if the Township can begin repairs in the FWOP before the grant money comes in and be reimbursed?

- Mr. Espenshade answered that repairs can begin as long as the Township has commenced construction after January 1, 2007. This program is not a reimbursement program for projects already completed.

Mr. Leonard informed:

- Temple University identified \$28 million for stormwater work alone. There are many priorities that the Township has to sort through before the design stage including:
  - The services of a capable engineering firm that can meet these details must be obtained.
    - Mr. Espenshade said the key player right now is the engineering firm which will be responsible to determine a schedule of priorities. The Township must choose which projects have to be completed first.
  - Focus on priorities.

- Complete reconstruction of the roadways.
- The Township does not have administrative staff to do the above work in-house because it is beyond staff's capabilities to do so in addition to regular operations.

Mr. Espenshade continued:

- Drafting and preparing an A+ paper are critical.
- The advocacy work in the House and Senate takes a lot of work.
- If the Township has a project with connectivity, then the Township should consider it one large project.
- He suggested looking at two potential projects: one dealing with flooding, and the second dealing with water and storm sewer projects.

Mr. Leonard will provide a draft engagement letter prepared by the Township Solicitor for discussion by the Board of Commissioners (BOC) at the Stated Meeting in April.

Status of Repair Work at Twining Valley Golf Clubhouse:

Mr. Leonard explained:

- Site visits were made by John Tench, PE. He prioritized the work according to life safety concerns.
- A sprinkler contractor, alarm contractor, and HVAC contractor will be engaged.
- Electrical work will continue.
- The budgeted amount is \$100,000 for the upgrades.
- The Township is looking at state bids for large chillers and incremental HVAC units.

Fire Services Cost Issues – Township Employees Responding to Fires and Apparatus Costs:

Mr. Breyer commented as follows:

- A report was prepared showing the number of calls, hourly rate, average time per incident and costs involved for the 18 Township employees who respond to fire services calls.
- Forty-nine calls were responded to in 2008 during work hours between 6:00 a.m. and 6:00 p.m.
- The BOC supports all Township employees answering fire services calls.
- There was an average of \$16,622.66 in direct salary costs. The second value of \$17,287.57 for the Township Employee Fire Services response with the FWFC should reflect that in addition to including the total pay (hourly rate + average benefits) it was compared to an 80% average attendance for the individuals total "daytime response."
- A municipal funding comparison was conducted between the entire fire services throughout the region in a consistent manner to provide accurate data to disseminate. A series of surveys were compiled and sent to the following:
  - Forty municipal managers in the Consortium.
  - All of the other fire companies in Montgomery County at 112 locations.
  - All fire administrators and fire marshals in adjacent municipalities.

Mr. Breyer also compiled an evaluation of the Fort Washington Fire Company's apparatus "gingerbread" including costs of adhering stickers and gold leaf. The evaluation also included the type of vehicle, year purchased, purchase price, type of lettering, and the costs. Items considered are on an exterior cosmetic basis, not mechanical components. The values used were based on existing invoices, current day value, and/or professional estimation when other documentation was not available.

- By using decals, the cost is significantly reduced from that for gold leaf.
- The Fire Company will discuss ideas regarding the next purchase of a vehicle and decide all of the “gingerbread” particulars.
- An apparatus and equipment evaluation package was developed in-house including graphics, statistics, apparatus inventory, and current replacement plan, followed by a more in-depth evaluation by a consultant who will provide recommendations.

Status of Old Fort Washington School and EPI-Center:

Ms. Lohoefer remarked as follows:

- A study was done by Kramer Marx in 2008; four schemes were presented ranging from total rehabilitation of the existing building to part rehab/part new and total new construction.
- During budget negotiations for 2009, she was asked to look at costs to move programs from the EPI-Center to other locations throughout the Township.
- Identifying additional considerations to Mr. Pesavento such as program supply and equipment storage, convenience for residents, and site access; they agreed it would make more sense to keep all of the programs in one or possibly two locations depending on how big the space.
- The cost of moving operations into some vacant space in the FWOP was investigated.
- It was determined that about 10,000 sq. ft. of program space is currently being used at the EPI-Center.
- Additional storage space would be needed for programs and supplies.
- To maintain current programming, the minimum ceiling height requirement should be 8 ft. with at least 1 space needing a 12 ft. high ceiling.
- Information provided by a commercial real estate broker was that UDT could estimate the annual rental fee in a commercial building to be \$20/SF which would include utilities (\$200,000/year). Upper Dublin would be responsible for the fit-out (or add in \$3-\$5/SF annually if completed by landlord, \$30,000-\$50,000/year). The cost of daily maintenance and technology would be the Township’s burden.

Mr. Bleemer said the costs to heat the EPI-Center in 2006 were \$30,000-\$40,000 per year.

When Mr. Pesavento asked if there is 10,000 sq. ft. of space available in the FWOP, Ms. Lohoefer answered yes, but that it as shared space and her commercial real estate broker indicated that recreational programs were not a good match for a business office neighbor. The broker indicated there would not be enough parking at certain times and that heating, lighting and air conditioning would probably not be sufficient (designed for different building capacities). If the Township were to look at store fronts, the cost would be higher, but there would be sufficient parking.

Mr. Pesavento commented that the EDF’s goal was to obtain some options. He asked Mrs. Lohoefer to provide him copies of the Fall of 2008 and Summer of 2009 *Leisure Guides* so that he could continue his calculations of the hours of programming scheduled at the various locations.

Mr. Leonard has solicited proposals for retrofitting the Old Fort Washington School. The architect has walked through the building, and informed that there will probably not be any interest on the part of outside investors on this property. Mr. Leonard is hoping to have as much information available prior to the budget negotiations later this year.

### Funding for North Hills Summer Programs:

Ms. Lohoefer advised:

- She met with Bob Danaher and Sherry Rivers a few weeks ago, and has been looking at the costs to operate the North Hills Summer Camp.
- The following reports have been prepared: program revenues, program expenses, program fees and charges, registration fees and supplies, trips and transportation, as well as events.
- The cost for the five week program will run \$50,000.
- It is anticipated that 75 campers will enroll in the program (consistent with last year).
- The cost per child would be \$550, consistent with what the cost would be for the Summer Playground Program.
- Participants are scheduled to pay an estimated \$20 minimum (\$1,500 will be coming in to the program).
- Funding will come from grants, other budgeted money, and other sources.

Mr. Pesavento had no reservations about reduced rates for people who cannot afford the program, but he does have problems if the program is limited to a certain geographical location. Only those with low income should get the reduction, not those who are financially able to pay more.

Bob Danaher informed as follows:

- He reviewed last year's camp participants, and none of them came from the affluent addresses.
- Considering that more affluent participants might register in the future, he would like the BOC to determine what the maximum fee would be for those campers.
- Anyone who lives in Upper Dublin would be welcome in the summer camp, although there is a maximum number that cannot be exceeded.
- He suggested using the same system the Upper Dublin School District uses for their free lunch program to determine eligibility fees.
- Forty percent of the time is spent in education and will be paid for by Community Development Block Grant money.
- An additional \$10,000 is being asked of the BOC for recreation.
  - Mr. Pesavento observed that looking at the 40% from the Township based on 75 participants works out to \$266 per person.
- Trips are underwritten by DCED money.
- He has forms that the Upper Dublin Junior Athletic Association uses for sports registrations, and suggested they could be adapted for the summer camp registrations.
- He suggested starting a Sunshine Fund, but it might be difficult to administer.
- Ms. Lohoefer informed that the charge for other camps is on a weekly basis (\$60-\$65 per week for residents not including offsite trips). The program is open to any residents of Montgomery County.

Ms. Damsker was of the opinion that anyone who is financially challenged should have a reduced rate for any activities, but noted that the BOC did not budget for it this year.

The EDF will think about this, and try to find \$10,000 in this year's budget. In the meantime, Ms. Lohoefer was requested to provide a figure as to the number of campers and what the effect will be on the 2010 budget.



ADJOURNMENT:


r. Mermelstein motioned, with Ms. Damsker seconding, to adjourn the meeting at 8:00 p.m.

VOTE ON MOTION

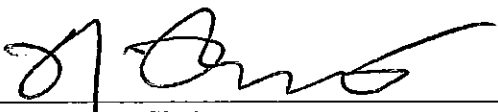
ALL YES

MOTION CARRIED

Respectfully submitted,

  
\_\_\_\_\_  
Louise S. Birett, Recording Secretary

Attest:

  
\_\_\_\_\_  
Robert Pesavento, Chairperson

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A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, May 5, 2009 at 5:30 p.m., in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Ira Tackel and Ronald Feldman as well as Paul Leonard, Township Manager; Jonathan Bleemer, Finance Director, Steven Lester, Consultant; and John Allen from URS. Commissioner Ropski participated as part of the audience.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF THE APRIL 7, 2009 MEETING OF THE EDF WITHOUT READING:

Mr. Tackel motioned, with Mr. Feldman seconding, to accept the Minutes of the April 7, 2009 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Review of First Quarter Revenues/Expenditures Including Earned Income Tax (EIT) Receipts Through April:

Mr. Bleemer explained as follows:

- Revenues in the first quarter of 2009 were the same as for the same time period in 2008.
- Real Estate Transfer Taxes are only 7% of budget at the end of the first quarter. Mr. Bleemer will continue to monitor to determine how close to budget the Real Estate Transfer Taxes will be at the end of 2009.
- Responding to a concern raised by Mr. Pesavento, Mr. Bleemer informed that EIT income receipts have been very low up to April 30<sup>th</sup>. Receipts for the second quarter are just beginning to come into the Finance Department.
- Responding to a request made by Mr. Feldman, figures on Mr. Bleemer's monthly reports will show gross and net figures from this time forward. In the meantime, Mr. Bleemer will e-mail the gross and net figures for the first quarter to the members of the EDF.
- Regarding interest income, overnight deposits have been less than 1%.
- Licenses and permits are down.
- LST is up because the Township is seeing more employment. However, second quarter figures may be lower.
  - Mr. Leonard interjected that it is believed that GMAC in the Fort Washington Office Park (FWOP) has 728 employees (up from what they projected) as opposed to the former Expo Center at the same location with only 6 employees. The FWOP, in general, has held steady at roughly 15,000 jobs in spite of a significant number of properties that remain empty.
- Expenditures for the first quarter are right on budget. There are no areas of concern at this point in time.
- The EDF will be provided with results of the first quarter returns within a week.

Engineering Needs for Grant Application Submissions:

Mr. Leonard said:

- The Township is pursuing significant grant monies for the FWOP to the tune of \$20-\$30 million.
- Success is significant upon design.
- The Township is talking about working on existing roadways, making judgments in terms of reconstruction, and making judgments regarding floodplains and their impact.

Steve Lester informed:

- The Township wants to be closer to "shovel ready."
- Three different firms were considered.
- URS was selected because they are the largest firm of their kind in the country. They have the resources and expertise needed. Their regional office is located in the floodplain area in the Township. URS was very responsive as to the Township's needs.
- Gannett Flemming was considered. Mr. Lester spoke to the Regional Manager of their Harrisburg Office. The situation was explained, and they responded that they do not have the resources to jump on this the way URS can.
- Hammond and Whitney were also consulted. They are a much smaller firm headquartered in New York. They do larger bridge structures, and felt they did not have the expertise the Township requires.
- URS was asked to look at the existing detention basins. They will look at taking the engineering and design to about the 30% stage.
- John Allen from URS has done extensive water studies. He has informed that he can pull resources out of their Maryland Office and other offices as needed.
- Regarding road work, the consultants will be looking at culverts and bridges, and Virginia Drive in particular. They will consider how much it will cost to raise Virginia Drive 2-4 ft.
  - Mr. Pesavento was concerned that raising Virginia Drive 2-3 ft. will create a dyke or levy.
- Flooding time might be 6-10 hours or 2-3 ft. on the side of Virginia Drive. If vehicles stay in the middle of the road, they should be safe.
- It is imperative to have a way for traffic to escape the flooding and a means of notifying everyone to "get out." Raising Virginia Drive will be a tremendous improvement over what the Township has at the present time.
- URS was asked to put as much flexibility into their proposal as possible. Mr. Lester has the confidence in the professionalism of URS and the individuals involved.

Mr. Leonard said:

- The Township has negotiated Professional Services Agreements with URS.
- The Township Engineer has reviewed URS's Technical Proposal.
- URS gave the Township a price of \$496,000.

Mr. Feldman raised several questions:

- He asked how soon URS will be able to provide a plan, and whether the time frame of the H<sub>2</sub>O grants will be met?
  - Mr. Leonard informed that the Township will match any grant funding received.
  - Mr. Bleemer said he will track all expenditures and will put the money from the Community Reinvestment Fund into a separate account.
- He would like to see one or two of the projects get to the September funding date.
  - Mr. Lester said that some projects have been identified that look as if they can be done expeditiously. It is possible to meet the September funding date, but work must begin as quickly as possible.
- In his opinion, repairing the Delaware Avenue bridge is a waste of money.
- He asked if there will be any duplication of what the Township is doing with regard to the Comprehensive Plan and what URS is doing.

- Mr. Lester answered in the negative. Staff is doing the actual engineering for construction purposes. URS is looking at the big picture.

Mr. Leonard informed that it has been suggested to appoint Mr. Lester as Design Manager. Mr. Lester should make judgments based on the report. Staff must determine where the McCullough Group should focus their attention.

Mr. Lester commented that the Township has a very good engineer and a very respected Public Works Department. It will be great to have everything coming together, i.e., the grants, engineering and the \$70,000 study by the DVRPC.

The members of the EDF decided to recommend approval to the Board of Commissioners of the Professional Services Agreement with URS.

AGENDA ITEMS FOR FUTURE COMMITTEE MEETINGS:

Annual Independent Audit Report for Fiscal 2008:

The auditors will present the Annual Report for 2008 at the June meeting of the EDF.

Proposals for Comprehensive Plan:

Mr. Bleemer will present a report at the June meeting of the EDF.

ADJOURNMENT:


. Pesavento motioned, with Mr. Feldman seconding, to adjourn the meeting at 6:55 p.m.

VOTE ON MOTION

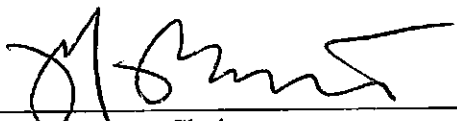
ALL YES

MOTION CARRIED

Respectfully submitted,

  
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Louise S. Birett, Recording Secretary

Attest:

  
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Robert Pesavento, Chairperson

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AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, June 2, 2009

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF MAY 5, 2009 MEETING WITHOUT READING

DISCUSSION ITEMS

- Results of RFP for deferred compensation plan administration

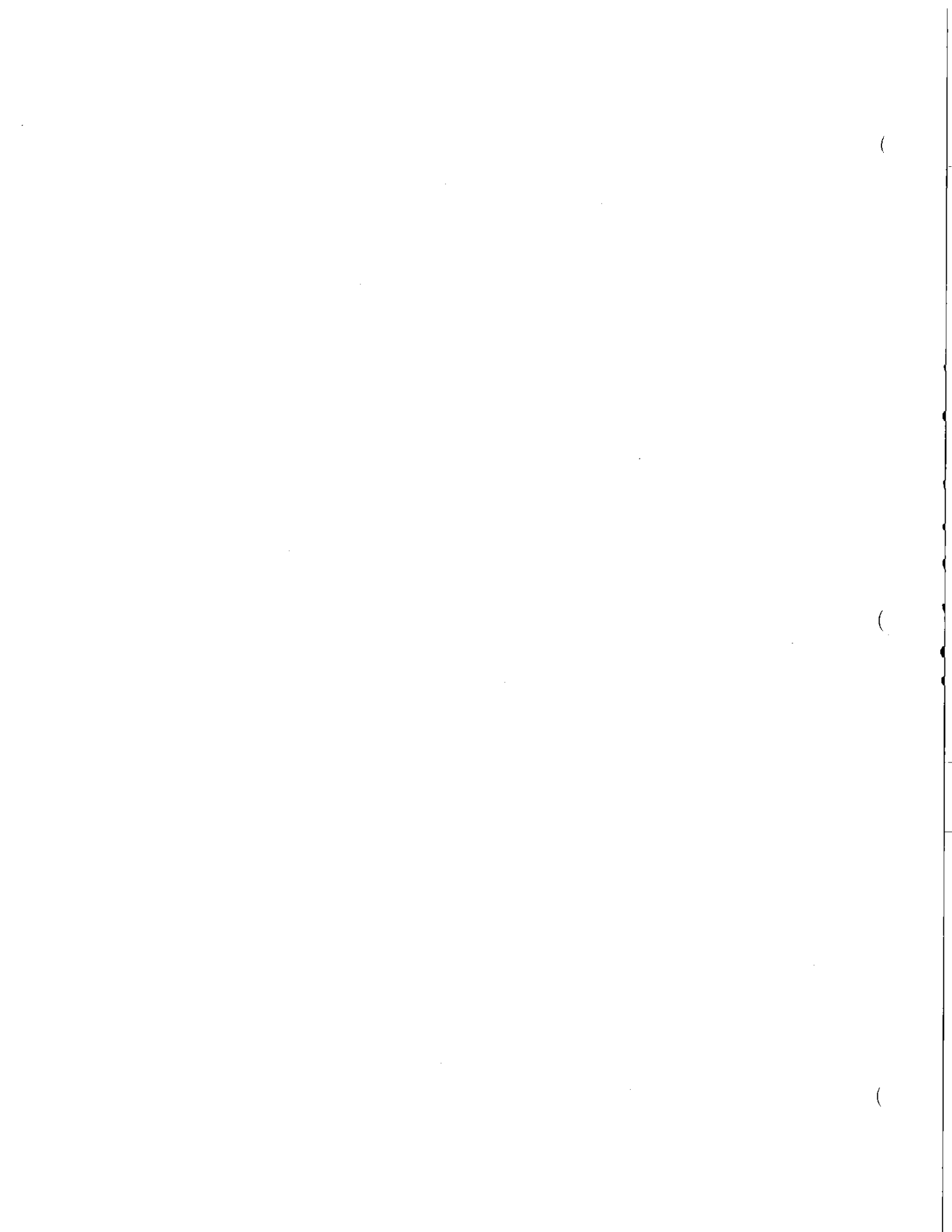
PRESENTATION

- Annual independent audit report for fiscal 2008

ADJOURN

NEXT MEETING:

July 7, 2009 – Cancel?





A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, June 2, 2009 at 6:30 p.m., in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Ira Tackel and Ronald Feldman as well as Jonathan Bleemer, Finance Director.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF THE MAY 5, 2009 MEETING OF THE EDF WITHOUT READING:

Mr. Tackel motioned, with Mr. Pesavento seconding, to accept the Minutes of the May 5, 2009 meeting of the EDF without reading:

VOTE ON MOTION                      ALL YES                      MOTION CARRIED

DISCUSSION ITEMS:

Results of RFP for Deferred Compensation Plan Administration:

In his memo dated May 29, 2009 to the EDF, Mr. Bleemer explained as follows:

“The Township issued a Request for Proposal for investment management and account administration of our Employee Benefit 457 Deferred Compensation Plan. We received four responses from our current provider ICMA-RC, Lincoln Financial Group, Nationwide, and InR Advisory Services. . .

It is my recommendation to continue employing the services of ICMA-RC for the Township’s 457 Deferred Compensation Plan. ICMA-RC is a non-profit organization focusing exclusively on retirement security for public sector employees. The company manages over 8,500 public sector defined contribution plans and offers a wide range of investment options both within its own family of funds and other mutual fund companies. Although its fees are not the lowest in the industry, they are competitive and they do provide the option of investing in index funds with lower investment fees.

Upper Dublin has been a client of ICMA-RC for over twenty years and has had a positive relationship throughout.”

Mr. Bleemer noted:

- ICMA-RC’s customer service is outstanding. Their rates are competitive, and they do have lower fees.
- InR is cheaper because they provide Vanguard only and do not have many options.

Mr. Tackel motioned, with Mr. Feldman seconding, to approve the proposal from ICMA-RC.

VOTE ON MOTION

ALL YES

MOTION CARRIED

PRESENTATION:

Annual Independent Audit Report for Fiscal 2008:

John Ramey and Cindy Bergvall represented Bee Bergvall & Co.

Mr. Ramey discussed a PowerPoint presentation on the Upper Dublin Township 2008 Financial Analysis as follows:

Total Revenues – All Funds Except Pension Funds:

- 61% - Taxes.
- 10% - Grants and Contributions.
- 7% - Investment Income.
- 6% - Charges for Services.
- 6% - Other Revenues.

General Fund Operations:

- Slight increase in revenues, expenses, and fund balance.
- The fund balance is an accumulation of all years combined.

Tax Revenues in Four Major Tax Groups – General Fund:

- Property Tax – Increase.
- Real Estate Transfer Tax – Decrease.
- Earned Income Tax – Increase.
- Local Services Tax – Decrease.

Fund Balances for Four Major Funds:

- General Fund – Increase over the last three years.
- Capital Projects Fund – Most relevant because the Township has many projects going on at the present time. This fund includes CRF dollars. It does not include fire protection, but does include fire capital.
- Special Revenue Fund -- Mostly Parks and Recreation projects.
- Debt Service Fund.
- The Township has the option of making any fund a major fund on the financial statements.

Expenditures – General Fund – Four Major Categories:

- Health and Sanitation Fund – Same as other years.
- Highways Fund – Same as other years.
- Public Safety Fund – Slight increase due to fire and police services.
- General Fund – Slight decrease.

Expenditures – All Funds Except Pension Funds:

- 35% - Capital Projects Fund.
- 23% - Public Works Fund.
- 18% - Public Works Fund.
- 9% - Culture and Recreation Fund.
- 8% - General Government Fund.
- 5% - Debt Service Fund.
- 2% - Other Funds.

Capital Project Funds – Outlays:

- 2008 – Biggest expenditures due to park improvements.
- 2007 – Number of park improvements including SPARK.
- 2006 – Two main projects.

Questions/Comments

Answers

Mr. Pesavento: The Township is in great shape.

Mr. Pesavento: Are there areas that the Township needs to improve?

Mr. Ramey: Mr. Bleemer is doing a good job. There is not letter of comments this year.

Mr. Feldman: When will the retainer agreement with Bee Bergvall come up for renewal?

Mr. Ramey: It is a five year agreement, and 2009 is the fifth year.

Mr. Feldman: Are there any requirements for an audit of the Pension Fund in the near future?

Mr. Ramey: The Pension Fund audit is shown in the financial statement. State audits are done every three years. Everything has been going smoothly during the past few years. Some new accounting standards were employed.

Mr. Pesavento: Is there anything that Mr. Bleemer can do to make the audit easier to conduct in the future?

Mr. Ramey: No. Everything is smooth, and the audit was conducted quickly.

Mr. Tackel: The foregoing comment from Mr. Ramey goes a long way. The state of the financials appears to be quite good. The Board of Commissioners and staff are on top of things on a daily basis. The funds are in very good shape. Mr. Bleemer is a credit to the Township and Bee Bergvall.

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ANNOUNCEMENT:

There will be no EDF meeting during the month of July.

ADJOURNMENT:

Mr. Tackel motioned, with Mr. Feldman seconding, to adjourn the meeting at 6:50 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

  
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Louise S. Birett, Recording Secretary

Attest:

  
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Robert Pesavento, Chairperson

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AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, AUGUST 4, 2009

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF JUNE 2, 2009 MEETING WITHOUT READING

DISCUSSION ITEMS

- Review of 2<sup>nd</sup> quarter revenues/expenditures
  - EIT receipts
  - Real estate transfer taxes
- Status of 2008 electoral debt funding
- Status of Fort Washington Office Park projects
  - URS work
  - Status of grant applications

ADJOURN

NEXT MEETING:

September 1, 2009

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A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, August 4, 2009 at 6:30 p.m., in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Ira Tackel and Ronald Feldman as well as Jonathan Bleemer, Finance Director; and Steve Lester, Consultant.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

ANNOUNCEMENTS:

Due to the fact that many residents in Montgomery County experienced flooding conditions during the past week, a Resident Assistant Center is being set up on August 5<sup>th</sup> at the Montgomery County Public Safety Campus in Conshohocken. Residents may visit or call 610-239-5000.

Mr. Tackel noted:

- The storm on August 2nd was unprecedented.
- Many areas of the eastern United States were affected (particularly Louisville, KY), and he asked citizens to step back and put things into perspective.
- He opined that any municipality would not be able to sustain some problems from the volume of water that was compressed at one time on August 5<sup>th</sup>.
- The Fort Washington Fire Company assisted several motorists who were caught up in raging waters. They were especially grateful to have rescued a 4 year old child.
- Photographs of various areas of the Township affected by flood waters can be viewed on the Township's website.
- Steve Lester has been assessing all of the damage. The information gathered will be sent to Montgomery County and the Commonwealth of Pennsylvania in an effort to obtain monetary assistance.

Mr. Pesavento pointed out that when the first storm hit, Dan Supplee and his Township forces as well as personnel from Metz Engineers assisted people affected by flooding on Burn Brae Drive. When the second storm came in, conditions were so bad that several men had to be pulled out of the floodwaters.

Mr. Bleemer is looking at recommending possibly purchasing gates next year to be able to close off some of the dangerous intersections during heavy rains. He will prepare a report by October on this matter.

MOVE TO ACCEPT MINUTES OF THE JUNE 2, 2009 MEETING OF THE EDF WITHOUT READING:

Mr. Tackel motioned, with Mr. Feldman seconding, to accept the Minutes of the June 2, 2009 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Review of 2<sup>nd</sup> Quarter Revenues/Expenditures:

- In general, all revenues are at 60% of budget (a little higher than 2008 and lower than 2007).
- At 6/30/09, Earned Income Taxes (EIT) collected were 41.7% of the budget (higher than the same quarter in 2008). Third quarter payments are now coming in, and the Finance Department is noticing a small drop. Mr. Bleemer will continue to monitor the situation.
- Answering a question posed by Mr. Feldman as to why real estate taxes are down, Mr. Bleemer said the percentage collected is about the same, but the general fund millage collected was lower.
- Expenses are approximately the same as the past two years (46% for the first 6 months).
- Percentage-wise, the Parks & Recreation Fund and Library Fund revenues and expenses are a bit lower than the past 2 years because of the different programs run each year. As of 6/30/09, both are above last year.
- The Fire Funds and Library Funds are right on budget.
- When the Commonwealth of Pennsylvania passes a budget, the Library will know if it will experience a cut in revenues (somewhere between 0%-50%). The Library Director has indicated that the most that could be lost is \$60,000.

EIT Receipts:

- A chart showing EIT revenue for the past years showed that 2009 is the best year to date.
- Mr. Pesavento noted that GMAC has brought in quite a few people this year. Therefore, EIT receipts from that sector of the work force will be very positive.
- Mr. Bleemer reminded that much of the EIT funds collected must be turned over to other municipalities and the Upper Dublin School District.
- Through July 2009, EIT receipts are a bit below 2008, but the amount is insignificant.

Real Estate Sales:

- Residential sales through June over the past 4 years were at about 120 sales (quite a bit below prior years).
- The cost of homes held steady in 2008, but in 2009 they are down.
- Mr. Tackel noted that lesser valued homes are selling or have been placed on the market. Those living in more expensive homes are choosing not to sell at this time.

Status of 2008 Electoral Debt Funding:

- In November of 2008, the residents of Upper Dublin Township approved a referendum for \$30 million for open space and easement purposes.
- The following chart summarizes the 2008 Electoral Debt Referendum as of June 30, 2009:

<b>Authorized Electoral Debt Limit</b>	<b>\$30,000,000</b>
--	---------------------

Expenses:

- |   |           |
|---|-----------|
| • Dillon Woodland (assumes future resolution to convert to electoral debt)                      | 1,575,916 |
| • Rose Valley Preserve (Braccia Tract) (assumes future resolution to convert to electoral debt) | 5,100,136 |

• Orlando Tract	145,295
• Brown Tract	119,077
• Potential Land Purchases	42,313
<b>Total Expenses</b>	<b>6,982,738</b>
<b>Electoral Debt Limit Balance</b>	<b>23,017,262</b>

Mr. Bleemer informed the Board of Commissioners (BOC) to consider adding the purchase of the property at the New Horizon School to the referendum to convert non-electoral debt.

Status of Fort Washington Office Park Projects including URS Work and Grant Applications:

Mr. Pesavento noted:

- There were issues and quite a bit of flooding due to recent storms.
- The Pine Run behind Starbucks is normally 10 ft. below flood level, but during the storm, it was overflowing its banks.
- It is very difficult for Township forces to deal with a storm of that nature in a financially reasonable manner.
- Mr. Pesavento along with Deputy Chief of Police Benson visited the Loch Alsh Reservoir the afternoon of August 2<sup>nd</sup>, it is the first time that the reservoir overflowed.

Mr. Tackel said the August 2<sup>nd</sup> storm was worse than the one that previously took out the train bridge.

Mr. Lester commented as follows:

- The Temple University Study was issued in August of 2008.
- Mr. Lester met with the Environmental Protection Agency (EPA), and they will support the Township 100%.
- As far as the H20PA Program is concerned, he is hopeful of obtaining a grant of \$20 million which must be matched by the Township.
- URS is the largest engineering firm in the United States. They were brought in to do a design in a hurry. They have to take the Temple Study to a point where the Township can go out for bids for construction.
- URS made general recommendations as to what has to be done, and the Township must prioritize, make judgments, and make a final decision on which projects it wants to do.
- McCullough recommended locations in the first two years. The Township was told the deadline was August 4<sup>th</sup> and that it had two months in which to finish designs and obtain permits.
- Five locations were selected that could be improved and store water for the Township.
- Three subsequent meetings were held with the EPA, and they advised the Township how to move forward.
- Last week, the Township was advised by McCullough that they have another year to submit designs and obtain permits. Thus, the Township can take time and select the bigger projects.

- The Department of Environmental Protection (DEP) advised that they do not want dams in the streams. Therefore, URS dam experts are trying to determine whether the locations are as good as the Township has thought them to be.
- The volume in the Pine Run Channel was increased in front of LA Fitness. There are many locations where the channel is extremely narrow and completely overgrown.
- The Temple University Study recommended relocation of Virginia Drive. The Township does not have a lot of time because the road needs to be reconstructed.
- From Mr. Lester's experience, it will take an average of 7 years just to do the environmental studies. That is still an option down the road.
- Mr. Lester has had discussions with Township Staff, the Township Engineer and URS to decide to reconstruct Virginia Drive at its present location. Another meeting with URS is planned for August 10<sup>th</sup> to discuss digging a channel and cutting the banks back to be able to store water. He would like to pursue the H20PA money for the channel and banks.
- PennDOT has transportation money, and Virginia Drive is on their 10 year program. Mr. Lester would like to recommend to the Pennsylvania Transportation Commission to blend the transportation improvements with the stormwater improvements at the same time. That should bring Virginia Drive up higher on PennDOT's list.
- Ideally, the Township could go for \$20 million worth of stormwater improvements and match it with money from PennDOT.

Mr. Pesavento explained that he talked with Mr. Leonard a month ago, and learned that TMA had mentioned that the Township has \$1 million still sitting. The funding that County Commissioner Hoffel obtained was for the railroad bridge. The BOC is looking at retargeting that funding.

Mr. Lester informed:

- Retargeting the funding is being considered by Montgomery County.
- The Township can also use state money procured by Representative Allison Schwartz.
- TMA has money available. The Township can try to move the businesses in the Fort Washington Office Park (FWOP) out of the floodplain, and they had recommended transfer of development rights.
- An expert should be engaged to determine if the recommendations from TMA are feasible or not.
- The Township has been advised it could obtain a multi-municipality grant. Therefore, Upper Dublin Township contacted Whitemarsh Township.
- Mr. Lester has been impressed with Township staff and people who are volunteers such as those on the Planning Commission (PC). The members of the PC are experts and would be happy to step up and write the specifications. The decision must be made whether to ask the PC members for their expertise, or would the BOC want to have the Township Planner write the specifications and oversee the work.
- Mr. Lester has met with the business community such as Liberty Properties, and they support the Township in improving the floodplain and would be willing to consider stormwater management in the FWOP.
- TMA has been contracted to study the parking situation in the FWOP. Mr. Lester noted that there are a tremendous number of empty parking places that are not being used.
- The DVRPC has informed that there is an abundance of excess parking. In their opinion, it would be nice to be able to share parking. They suggested that impervious materials be used

for excess parking. Ideally, the Township will have much less paved surfaces, and that is a step in the right direction.

- Smaller areas were looked at with URS, and they are using rain gardens inside all detention basins.

Mr. Pesavento asked if it makes sense to budget some of the "low hanging fruit" that the Township can afford in the next budget discussions, or does it make sense to do easier jobs that may have an immediate benefit?

Mr. Lester explained that many of the projects are in hidden areas, and the residents never see the work that has been done.

Mr. Pesavento suggested looking at conditions at the Upper Dublin Twining Valley Golf Course.

Mr. Lester said the Township must look at large areas and determine how the Township will reach the \$20 million figure.

When Mr. Feldman asked if the Township has funding for Fort Washington Estates, Mr. Bleemer said there is a proposed agreement that the Township is not sure it agrees with.

ADJOURNMENT:

Mr. Tackel motioned, with Mr. Feldman seconding, to adjourn the meeting at 7:05 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
Robert Pesavento, Chairperson

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AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, OCTOBER 6, 2009

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF AUGUST 4, 2009 MEETING WITHOUT READING

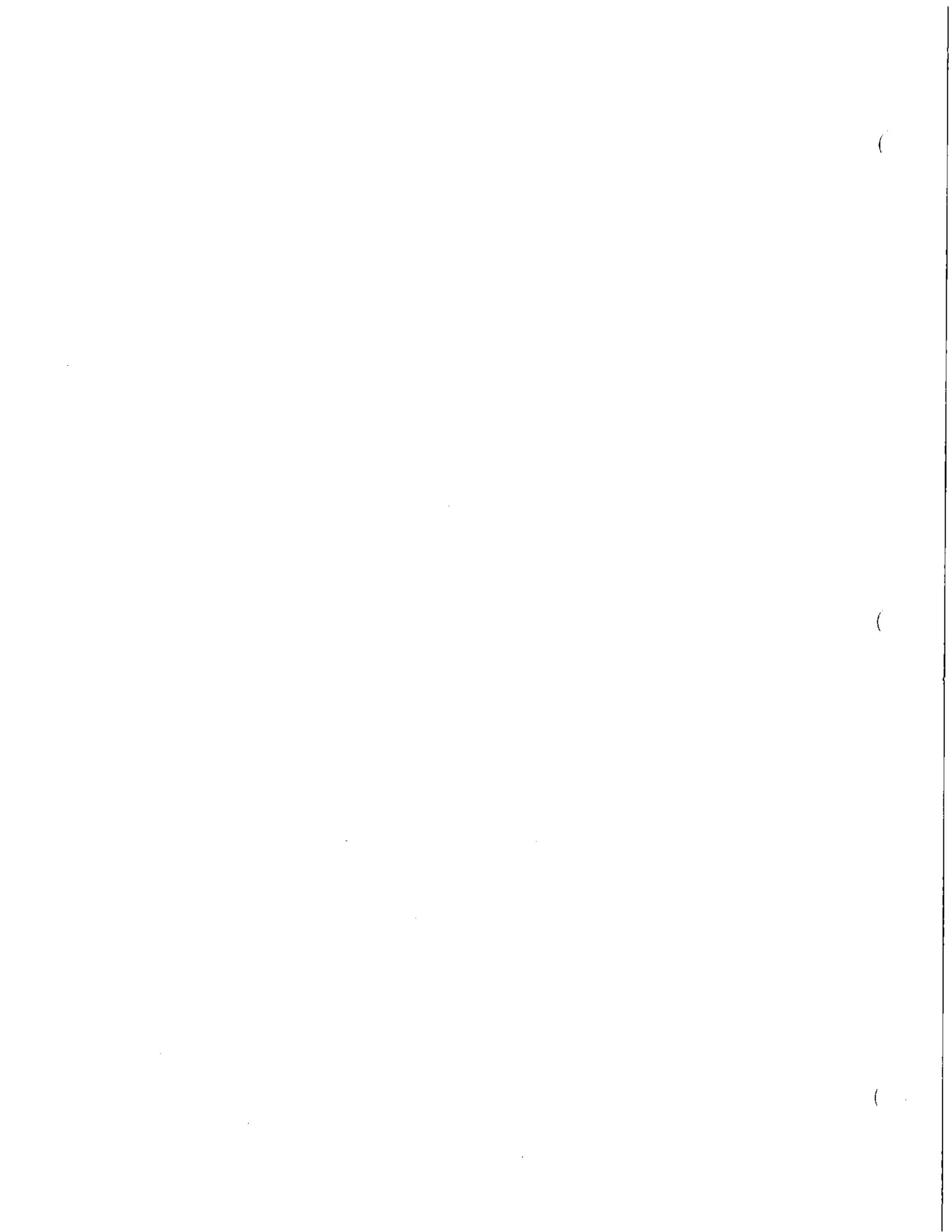
DISCUSSION ITEMS

- Discuss significant issues to be addressed during 2010 budget hearings
- Review Budget hearing schedule

ADJOURN

NEXT MEETING:

November 3, 2009





A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, October 6, 2009 at 6:30 p.m., in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Ira Tackel and Ronald Feldman as well as Jonathan Bleemer, Finance Director.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOVE TO ACCEPT MINUTES OF THE AUGUST 4, 2009 MEETING OF THE EDF WITHOUT READING:

Mr. Tackel motioned, with Mr. Feldman seconding, to accept the Minutes of the August 4, 2009 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Discuss Significant Issues to be Addressed During 2010 Budget Hearings:

Mr. Bleemer informed of the following:

- He met with each of the department heads to review their operating budget requests for 2010.
- Advised that increases in the budget will not be significant, if any.
- The AFSME contract includes a wage increase of 4%.
- The Police contract is still being negotiated.

Major issues to be addressed during the budget hearings are as follows:

- Operating Budgets:

- Revenues:

- Earned Income Tax (EIT) revenues in the third quarter have begun to slow somewhat. Mr. Bleemer is projecting that EIT revenues will meet budget for 2009 but, looking at the trend, he does not believe an increase can be projected for 2010.
    - Due to the historically low interest rates, interest earnings for 2009 will not meet budget, and budgeted interest for 2010 will have to be reduced.
    - All other revenues, in the aggregate, are projected to meet budget.

Mr. Bleemer noted:

- The year 2009 could probably end very close to what was expected.
    - The fund balance is \$1.2 million.
    - In 2008, the budget number started with was \$2.5 million.
    - The plan was to draw down half of the Township's reserve.
    - The reserve will be drawn down to zero in 2010.
    - Library Revenues from the state are \$125,000.
    - It is expected that liquid fuels will be the same as last year.
    - The Transfer Tax will meet budget.
    - Interest rates are historically low. While the Township had expected \$200,000 in interest, it will probably be half that amount.

Mr. Feldman asked what impact the reassessments by Montgomery County will have on Upper Dublin Township?

- Mr. Bleemer informed that he receives notices from Montgomery County when reassessments have been scheduled. While he has no results as yet, there are quite a few reassessments coming up. He plans to put the reassessments into the budget for 2010.

Fund Balance in the General Fund:

Current analysis indicates that we will end 2009 very close to the General Fund's budgeted revenues and expenditures. That would result in a year end balance for the General Fund of approximately \$1,250,000. However, we began 2009 with a fund balance of \$2,500,000. Budgeted expenditures exceed budgeted revenues in 2009 drawing down half of the fund balance as shown below:

Beginning Balance	\$2,500,000
Revenues	\$15,900,000
Expenditures	(\$17,150,000)
Ending Balance	\$1,250,000

With essentially flat revenues going into 2010, even a modest increase in expenditures in 2010 will result in a negative fund balance. Therefore, it is probable that a real estate tax millage increase will be recommended to provide the necessary revenue to balance the operating funds.

Dollar wise, the average household can expect a 10% increase (\$80) for operating expenses.

It should be noted that the above figures are very preliminary.

Mr. Feldman said that department heads should be told not to request increases.

Personnel:

Department heads are requesting funding for 2 new full time employees:

- The transition of the part-time Teen Librarian to full-time status.
- One new laborer in the Parks Department.

At this juncture, Mr. Tackel stated that the message to department heads has to be to hold the line or retreat on the line a bit and be more fiscally responsible.

Mr. Bleemer informed that the human resources director hired during the summer has resigned his position. Administration is now trying to fill that position in-house. He noted that the Township also can rely on the Delaware Valley Insurance Trust and labor attorneys to assist with personnel issues.

Responding to a suggestion made by Mr. Pesavento to perhaps hire the services of an agency employee, Mr. Bleemer agreed that expert advice could be brought in when needed. It is definitely something to think about.

Library Budget:

Since the state has yet to approve their fiscal year budget, there remains uncertainty on the state funding level. From what Mr. Bleemer is hearing, state funding, which totaled \$128,000 in 2009, could be reduced from anywhere between 30% and 70%.

### Capital Budgets:

A significant portion of the budget hearings should focus on capital projects and improvements proposed for 2010 and the funding mechanisms to pay for these projects. Major items include:

- Design and the beginning of construction of the new fire station.
- Development options for improvements to the EPI Center.
- Storm water projects analyzed by URS. Staff has prioritized the five projects that URS identified and is recommending funding 2 of the projects in 2010.
- Additional storm water projects to be recommended by staff and Metz Engineers.
- Reconstruction of Camphill Road.
- Township match to the Community Development Block Grant awarded to Upper Dublin for work on Main Street and Randolph Avenue.

In Mr. Pesavento's opinion, storm water projects and the fire station are the two things that Township should move forward on. Some of the other items will have to be deferred.

Mr. Pesavento has had discussions with the new Parks and Recreation Director about containing budget requests.

### Capital Funding Issues:

- Debt Financing to Fund the Construction of the New Fire Station:  
A \$7 million loan over 25 years will total about \$450,000 annually. The Board of Commissioners (BOC) over the past 2 years has raised revenue earmarked for the fire house construction and debt service. At the current fire tax level, about \$295,000 is generated annually into the Fire House Reserve Fund which will have a balance of about \$400,000 at 2009 year end.
- Debt Financing for Open Space Purchases:  
Land transactions under the \$30 million electoral debt referendum have included the Orlando tract, Brown tract, and Lulu Country Club. The funding source for these acquisitions has been the Township's Community Reinvestment Fund (CRF). The BOC should consider repayment back to the CRF for the advance as well as advances taken to fund the Bonsell and Jarrettown Road properties purchased in 2006. Repayment for the Bonsell property should be included in the new fire station project. Before \$2 million was withdrawn today, the principal balance in the CRF was reduced from an initial \$15 million to \$11.2 million due to the advanced funding for these transactions.

Mr. Feldman would like to see the CRF brought up to \$15 million.

When Mr. Pesavento asked about bond rates, Mr. Bleemer said variable rates of 1% can be obtained in today's economy. He advised waiting at least until January to float a bond.

Regarding the acquisition of the Twiford property, Mr. Bleemer said \$100,000 was expended for studies and planning done this year.

Funds for equipment are set aside in another fund.

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Mr. Feldman noted that the Township must pay URS and Steve Lester out of the CRF.

It was Mr. Tackel's opinion that if the commitment of funds for the new fire station is put off that might mean an increase in the cost of construction.

Mr. Pesavento interjected that the start of construction will not take place until the summer of 2010.

Mr. Bleemer informed:

- The Township may have to borrow at a higher rate in future years if the decision is made to hold off on building a new fire house.
- In the plan would be to sell the current fire house property.
- The reserve in the Fire Capital Fund can be used directly to offset debt service.
- It is not known whether the Fire Company will request the purchase of a new fire truck at a cost of \$635,000.
  - Mr. Pesavento said the study that was done for the needs of the fire company said they did not need the \$635,000 truck, but they were looking at a \$300,000 truck instead.
- All engineering and planning has been done to reconstruct Camphill Road.

Review Budget Hearing Schedule:

It was decided to cancel the EDF meeting in November. If any important issues should arise, the EDF can convene a short meeting one half hour before the Stated Meeting that month.

Because Messrs. Tackel and Feldman will not be available on Saturday, November 14<sup>th</sup> to attend a full day of budget negotiations, the date for such meeting was changed to Saturday, November 21<sup>st</sup>.

ADJOURNMENT:

Mr. Tackel motioned, with Mr. Feldman seconding, to adjourn the meeting at 7:00 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



~~Robert Pesavento, Chairperson~~

Thomas P. Feldman

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AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
MONDAY, JANUARY 4, 2010

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF OCTOBER 6, 2009 MEETING WITHOUT READING

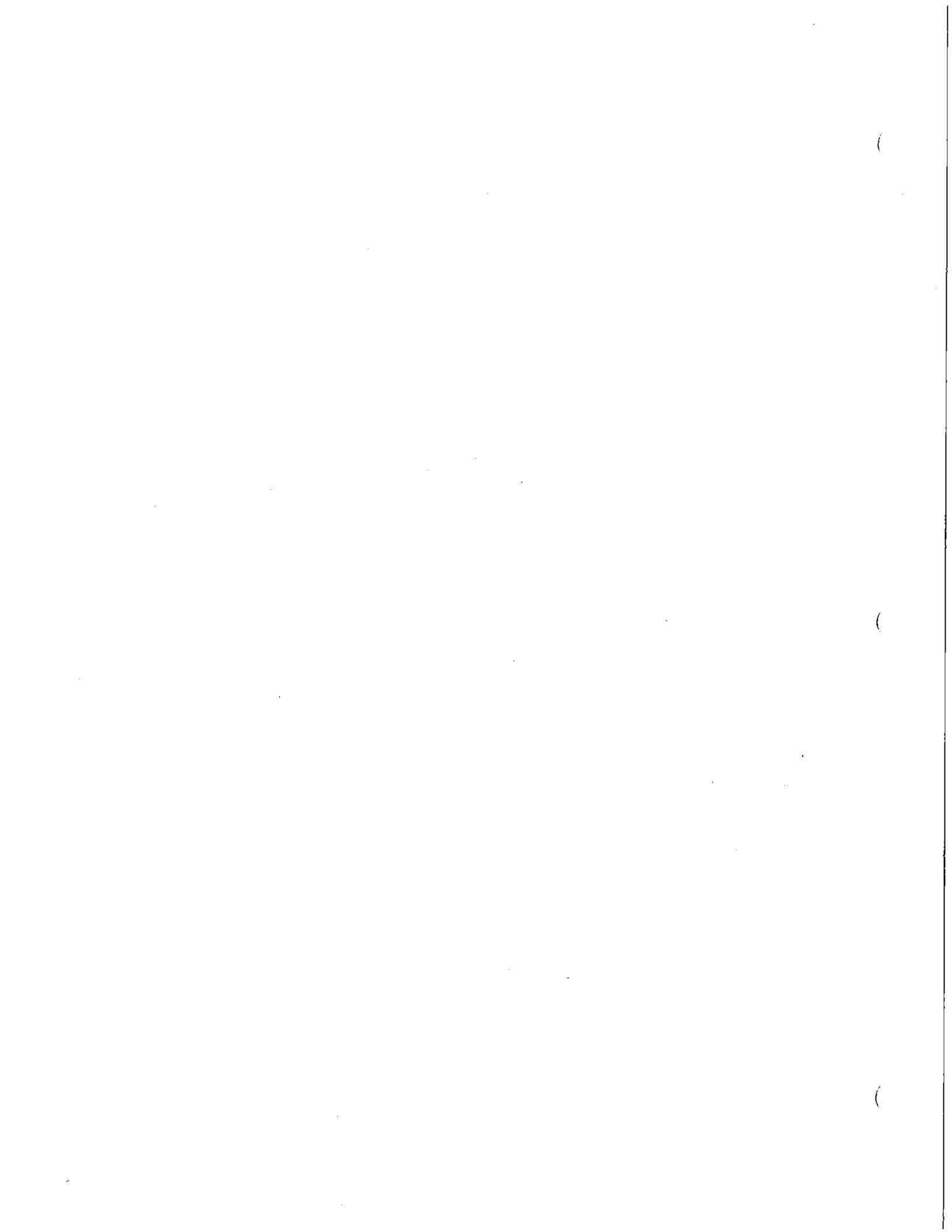
DISCUSSION ITEMS

- Discuss use of EIT to fund open space acquisitions

ADJOURN

NEXT MEETING:

February 2, 2010





A meeting of the Economic Development and Finance Committee (EDF) was held on Monday, January 4, 2010 at 7:00 p.m., in the Upper Dublin Township Building; Ronald Feldman presiding.

In attendance were Commissioners Ronald Feldman, Ira Tackel and Chet Derr as well as Jonathan Bleemer, Finance Director; and Paul Leonard, Township Manager. Commissioners Pesavento and Ropski participated as part of the audience.

MOVE TO ACCEPT MINUTES OF THE OCTOBER 6, 2009 MEETING OF THE EDF WITHOUT READING:

Mr. Derr motioned, with Mr. Tackel seconding, to accept the Minutes of the October 6, 2009 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Discuss Use of Earned Income Tax (EIT) to Fund Open Space Acquisitions:

Mr. Bleemer informed of the receipt of an opinion letter from the Township Solicitor that spells out regulations on how the Township can increase EIT to fund open space. He asked the EDF to consider recommending to the Board of Commissioners whether this matter should be put on a referendum at the primary election in May 2010.

Excerpts from the Solicitor's letter are as follows:

“... The state legislature passed what has come to be called the “Open Space Act” in 1968, but substantially amended it in 1996. It is sometimes referred to as the Open Space Lands Acquisition and Preservation Act (the Act). The purpose of the Act is to broaden existing methods by which the Commonwealth and its local governmental units can preserve or acquire land for open space purposes. The interest which can be acquired are not only the fee simple ownership of land, but also the development rights to land. The Act specifically authorizes the acquisition of a fee simple interest in real estate and then the resale of that real estate subject to covenants which would restrict its development.

The Act limits the purposes for which open space can be acquired to those related to preservation, protection and conservation of the natural, scenic, aesthetic, watershed, historic, geologic, and botanic resources and values of a site. In other words, a site acquired with this money is to be left in its natural state and not developed for recreational or gathering purposes. I would envision that a site purchased under this Act could have a trail running through it, but

one built to enable the public to enjoy the site visually, rather than recreationally.

The 1996 amendments added a provision permitting a municipality by ordinance to increase the EIT rate limit in an amount authorized by a referendum. However, the additional EIT can only be levied on the income of residents of the municipality. The revenue can only be used to retire indebtedness incurred in purchasing interests in real estate or in making additional acquisitions of real property for open space purposes. . .

If a Township acquires property solely for open space purposes, and then decides to sell that property, it must first offer it to the person from whom it was originally acquired at the same price paid by the local government. Even then, the property interest originally acquired by the municipality cannot be sold unless the property is placed on the ballot and the majority of the electors agree to the disposition. . .”

As far as timing is concerned, if the Board of Commissioners (BOC) were to choose to exercise the referendum option, an ordinance would have to be passed by February 16, 2010.

Mr. Leonard pointed out two issues that should be considered:

1. Expand upon restrictions of the state statute. The land must remain passive.
2. Could the Township take the land that is already cleared and designate parts to meet the Commonwealth's qualifications?

Mr. Leonard suggested looking at the existing Open Space Plan to determine which properties would qualify for this type of funding.

Mr. Bleemer informed that an increase of 1/10 of 1% in the EIT for residents of Upper Dublin Township only would generate \$800,000.

When Mr. Tackel asked if the LuLu Golf Course property qualifies, Mr. Leonard said the amount of land in its natural condition would have to be identified.

Mr. Leonard will contact the State Department of Natural Resources to obtain additional information.

Mr. High will be asked to render a further opinion and be prepared to address the BOC on this subject at the Stated Meeting next week.

QUESTIONS/COMMENTS:

Mr. Feldman requested that Mr. Bleemer prepare a spread sheet showing projected revenues for the next few years. Said information will be presented at the February meeting of the EDF.

Mr. Tackel is interested in obtaining comparison information from neighboring municipalities regarding their tax rates. Mr. Bleemer will gather the statistics requested by the end of January.

ADJOURNMENT:

Mr. Tackel motioned, with Mr. Derr seconding, to adjourn the meeting at 7:15 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
Ronald Feldman, Chairperson

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AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, FEBRUARY 2, 2010

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF JANUARY 4, 2010 MEETING WITHOUT READING

DISCUSSION ITEMS

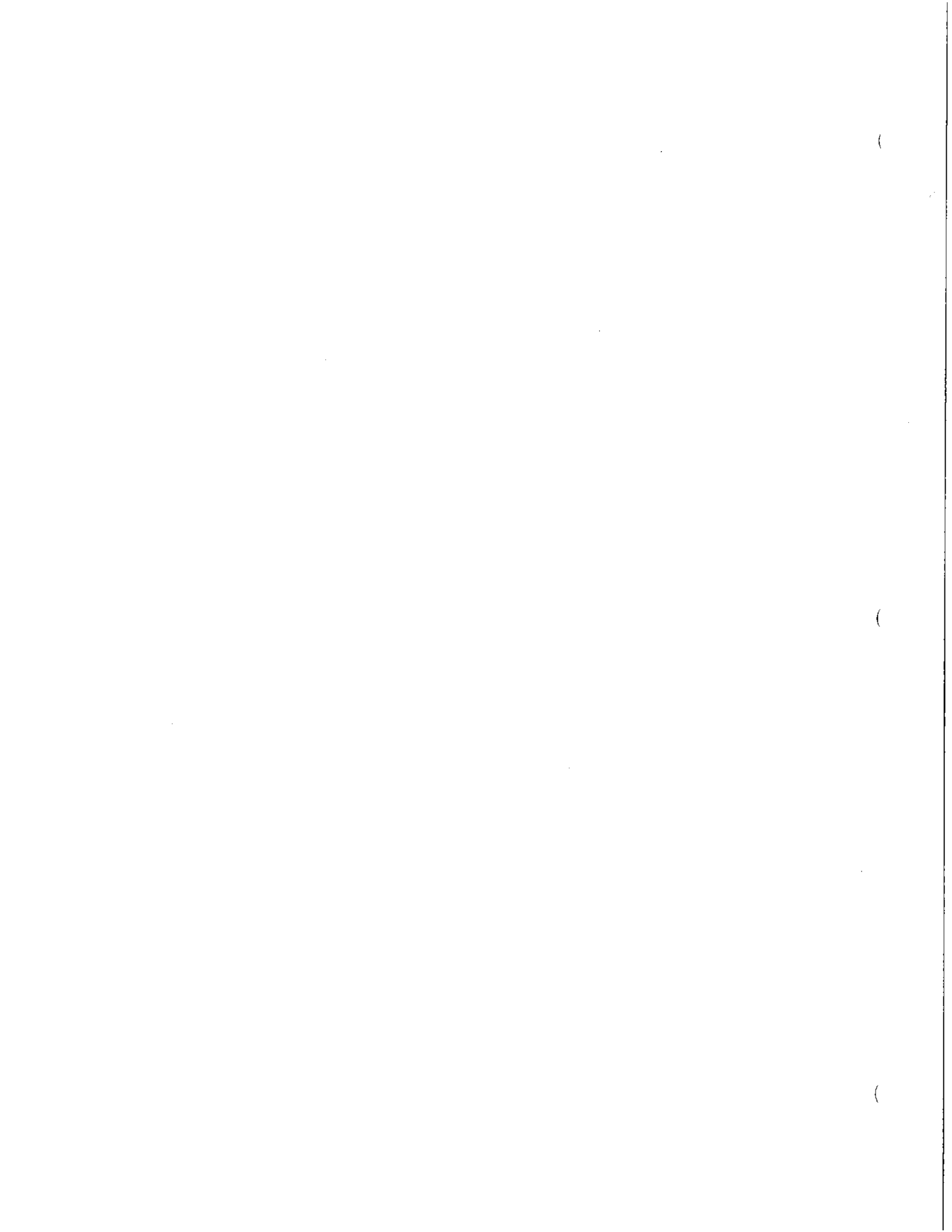
- Pension plan asset smoothing resolution
- Tax projections
- Community comparison chart

ADJOURN

NEXT MEETING:

March 2, 2010

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A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, February 2, 2010 at 6:30 p.m., in the Upper Dublin Township Building; Ronald Feldman presiding.

In attendance were Commissioners Ronald Feldman, Ira Tackel and Chet Derr as well as Paul Leonard, Township Manager; and Jonathan Bleemer, Finance Director

MOVE TO ACCEPT MINUTES OF THE JANUARY 4, 2010 MEETING OF THE EDF  
WITHOUT READING:

Mr. Derr motioned, with Mr. Tackel seconding, to accept the Minutes of the January 4, 2010 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Pension Plan Asset Smoothing Resolution:

The members of the EDF considered a draft resolution based upon a new law enacted in Harrisburg in 2009 to adopt an asset smoothing method to determine the actuarial value of assets as part of the actuarial valuations for the Upper Dublin Township Police Pension Plan and the Township of Upper Dublin Non-Uniformed Employees Pension Plan, according to Section 203.2 of the regulations covering the implementation of the actuarial funding rules of Act 205 of 1984 (P.L. 1005, No. 205, 53 P.S. Sections 895.101 and 895.803) published by the Public Employee Retirement Commission.

Mr. Bleemer commented as follows:

- The adoption of the resolution is a short term remedy to increase asset smoothing. At the present time, the Township can fund an additional 20% of what its assets would be to smooth out the ups and down of the market. The adoption of the new law in 2009 would allow Upper Dublin to increase asset smoothing from 20% to 30% thus allowing the Township to reduce its obligation in 2010.
- The Township's obligation in 2011 will be a higher amount. The Township can minimize it by doing several things, and this is the one he recommends.
- In a memo written early in January of 2010, he pointed out that if the Township does nothing, its contribution is estimated to increase to \$550,000. By enacting the resolution, the contribution will decrease to \$370,000.
- The way the funding is factored, Upper Dublin is required to use an evaluation done in December of 2008. In 2011, the evaluation done in December of 2010 can be used.
- If the Township does nothing and keeps the smoothing at 20%, that means another \$175,000 of obligation. In the short term, the Township might not need to fund it. He recommends doing whatever the Township can to minimize the short term.
- Enactment of the resolution will reduce the Township's minimum municipal obligation, but the Township could always decrease the contribution to the fund.

Mr. Leonard explained:

- At least for one year, Upper Dublin Township would pay a minimum municipal obligation.

- It has been noted that many of the communities in Montgomery County are in distress and will not be able to pay the obligation. Fortunately, that is not the case in Upper Dublin Township.
  - Mr. Bleemer said there is a high risk of losing state aid by those distressed municipalities who do not do so.
- Both of the Township's pension plans have been in place for 40 years. The pension plans have been funded by state aid and employee deductions.
  - Mr. Bleemer interjected that the pension funds were 78% funded in 2008.
- The plans have done very well and have been professionally administered.
- This is the first immediate step. The Commonwealth of Pennsylvania is coming to the rescue of municipalities in much different situations, but Upper Dublin can benefit from that also. The Board of Commissioners (BOC) has to make a decision about the long view. The Township's actuary has recommended passage of the resolution.

Mr. Tackel motioned, with Mr. Derr seconding, to place the resolution regarding the Upper Dublin Township Police Pension Plan and the Upper Dublin Non-Union Pension Plan on the agenda of the Stated Meeting scheduled for February 9<sup>th</sup> for discussion and consideration of passage.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Tax Projections:

The EDF asked Mr. Bleemer to provide information on budget projections and associated revenue and tax increases over the next few years. Set forth below is a description of some of the future revenue requirements that the Township will be facing in the coming years.

- Construction of a New Fire House: The Township anticipates borrowing approximately \$8 million to complete the construction of the new fire house on Fort Washington Avenue. The annual debt service on a 20 year issue of that size at 3.5% is \$563,000. Through previously approved modest increases to the real estate tax dedicated to fire services, the Township is already generating \$295,000 annually dedicated to paying the debt service. This leaves a balance of new money for the debt of \$268,000. A real estate tax increase in 2011 of 2.5% will generate the necessary revenue. Through a structuring of the debt service payments, the Township should be able to spread the increase over two years at 1.25% per year.

Mr. Bleemer commented:

- The foregoing are estimates at this time.
- The loans will be paid out of the Fire Fund and reflected in the Fire Tax.
- When the Township borrows funding, it can structure the payback in such a way that it is not all taken at the beginning of the loan.
- In the Fire Capital Fund, monies have been set aside for a down-payment of \$725,000 in 2010 for the design and preliminary work being done.
- He plans on beginning the debt process in March 2010. He will be looking at restructuring existing debt and determining if it is economical to refinance.
- At the present time, the interest rates do not look as if they will change.



- Pension Plan Obligations: In January, Mr. Bleemer provided a summary of the pension funding situation. Absent any new state legislation during 2010, the Township's contribution to the two pension plans will increase in the range of \$300,000-\$377,000 in 2011. At the high range of \$377,000 increase, a real estate tax increase of 3.6% would be necessary in 2011.

Assuming that the BOC agrees to asset smoothing, the Township is looking at a 3.6% Real Estate Tax increase to fund what will be coming up in 2011 for both pension plans.

- New Open Space Purchases: Through the end of 2009, approximately \$2.35 million of the \$30 million voter approved electoral debt has been spent. An additional \$6.68 million was spent immediately prior to the referendum that can be converted to electoral debt. This leaves a balance of \$20.97 million available for future land transactions. For every issuance of \$1 million of electoral debt, a real estate tax increase of 0.75% would be necessary to pay the debt service.
- General Fund: Over the past five years, General Fund expenditures have increased by an average of 4%. In addition, the Township is drawing down 50% or \$850,000 of the General Fund reserve to balance the 2010 budget. In projecting future revenue needs for the General Fund, Mr. Bleemer has assumed a 3% annual increase in expenditures and a goal of balancing current revenues to current expenditures within three years.

Mr. Leonard said:

- The next two budget processes will be a challenge.
- The Township's current bond rating is AA1.
- Upper Dublin Township is not a municipality without substantial means.
- The Township is in a very good financial position even though it has some real challenges.
- There is a need, on an immediate basis, to start turning off some street lights. Monthly charges for street lights amount to \$18,000. The Public Utilities Commission has authorized PECO to raise Upper Dublin's rates by 5%. The Township will be able to apply to get that money back to make improvements to its lighting system. Therefore, staff will be taking a hard look at taking some lights out that are not needed as well as updating mercury vapor lights with sodium lights.
- A critical eye will also be turned on any number of operations to define cost savings.
- A workshop meeting of the BOC has been scheduled on February 23<sup>rd</sup> to discuss engineering for the Fort Washington Office Park (FWOP). The FWOP will have to seek "home run" type grant funding as well as state and federal funding.

Community Comparison Chart:

Mr. Bleemer has prepared a database comparing local municipalities and their tax rates. The chart shows a breakdown of different millage types of all Eastern Montgomery County municipalities. There is a huge difference between Upper Dublin and all but one of the other communities in that it provides its own trash disposal service. At the present time, the 2010 tax data is not available.

Mr. Feldman asked that the entire BOC be provided with the comparison chart.

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Earned Income Tax (EIT):

Mr. Bleemer finished the 4<sup>th</sup> quarter EIT in the past few days, and was pleased to report that the 4<sup>th</sup> quarter totals came in \$300,000 more than expected in the year-end balance.

Mr. Tackel noted that Roland Lindh, a concerned resident, had alerted the BOC in January that he had reason to believe that his former employer in the Fort Washington Office Park was not collecting EIT. To set the record straight, it has since been determined that Mr. Lindh's information was false, and the company has been in compliance and will continue to pay EIT.

ADJOURNMENT:

Mr. Tackel motioned, with Mr. Derr seconding, to adjourn the meeting at 7:07 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
Ronald Feldman, Chairperson

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AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, APRIL 6, 2010

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF FEBRUARY 2, 2010 MEETING WITHOUT READING

DISCUSSION ITEMS

- Report on Tax Collection Committee
- Community comparison tax chart
- Level of debt financing

ADJOURN

NEXT MEETING:

May 4, 2010

A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, April 6, 2010 at 6:30 p.m., in the Upper Dublin Township Building; Ira Tackel presiding.

In attendance were Commissioners Ira Tackel, Chet Derr, and Robert Pesavento as well as Jonathan Bleemer, Finance Director

MOVE TO ACCEPT MINUTES OF THE FEBRUARY 2010 MEETING OF THE EDF WITHOUT READING:

Mr. Derr motioned, with Mr. Tackel seconding, to accept the Minutes of the February 2, 2010 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Report on Montgomery County Tax Collection Committee:

Mr. Bleemer informed as follows:

- The Montgomery County Tax Collection Committee was formed to transfer local Earned Income Tax (EIT) to the County level.
- Four meetings with one representative from each municipality in Montgomery County have been held thus far.
- Bylaws were passed.
- A solicitor, who will be doing most of the work pro-bono, was selected.
- A budget was approved.
- Upper Dublin Township will be assessed approximately \$2,635 for the first year.
- An RFP is being drafted to choose a tax collector.

Mr. Pesavento stated his biggest concern is how the taxes for Upper Dublin residents will come to the Township. He noted that his employer has been designating the taxes according to zip code which presents a problem.

Mr. Bleemer said private collectors in place at the present time have the same problem. This particular concern will definitely have to be part of the RFP.

When Mr. Tackel asked what the overall impact will be on the bottom line revenues, Mr. Bleemer said he is hoping it will at least be flat.

Mr. Derr agreed that there will be glitches to be overcome at the very least.

Mr. Bleemer informed that an employer who has multiple locations (i.e., WaWa) will be required to file a return with one collector in the Commonwealth in 2012. He will continually track the situation.

When Mr. Pesavento asked if Upper Dublin Township will be able to obtain the state tape, Mr. Bleemer said he will look into the matter and have an answer for the Committee shortly. He informed that his department is constantly updating the Township's database and comparing it to the state's database every year.

ADJOURNMENT:

Mr. Tackel motioned, with Mr. Derr seconding, to adjourn the meeting at 7:10 p.m.

VOTE ON MOTION

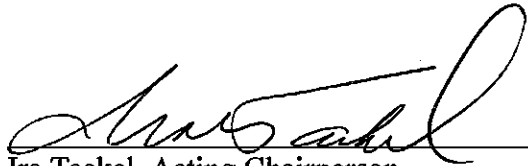
ALL YES

MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
Ira Tackel, Acting Chairperson

AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, May 4, 2010

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF APRIL 6, 2010 MEETING WITHOUT READING

DISCUSSION ITEMS

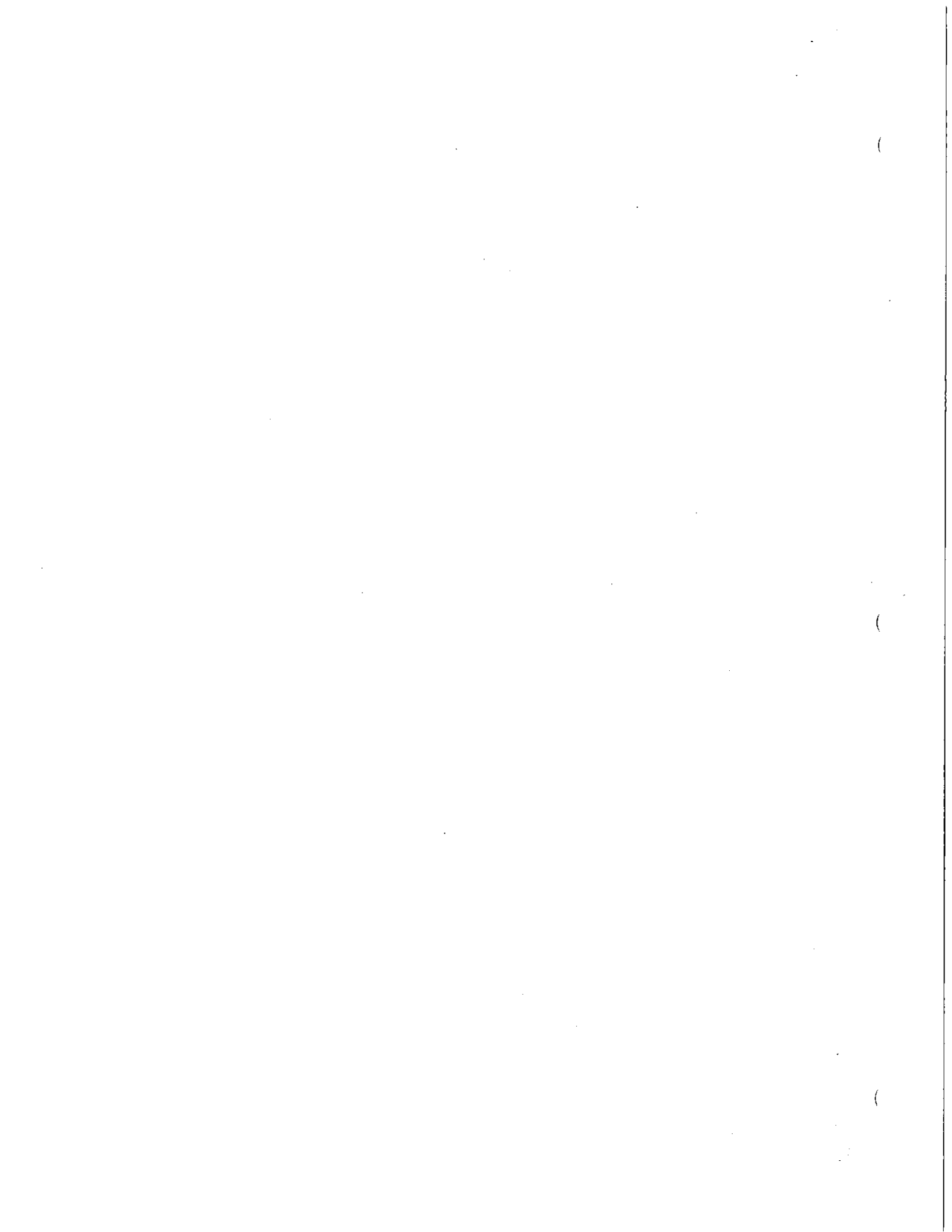
- Debt Ordinance
- Stipulation and Order reducing property assessment – Prudential
- June presentation of Township audit

ADJOURN

NEXT MEETING:

June 1, 2010





A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, May 4, 2010 at 6:30 p.m., in the Upper Dublin Township Building; Ronald Feldman presiding.

In attendance were Commissioners Ronald Feldman, Ira Tackel, and Chet Derr and as well as Paul Leonard, Township Manager; and Jonathan Bleemer, Finance Director

MOVE TO ACCEPT MINUTES OF THE APRIL 6, 2010 MEETING OF THE EDF WITHOUT READING:

Mr. Derr motioned, with Mr. Feldman seconding, to accept the Minutes of the April 6, 2010 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Debt Ordinance:

Mr. Bleemer worked with representatives from Public Financial Management, Inc. (PFM) on an ordinance that will go before the Board of Commissioners (BOC) at the Stated Meeting in May. He commented as follows:

- The Township is looking at \$2,640,300 total electoral debt, and is looking at a 25 year loan in the range of 3 ½% - 4%.
- Funding is required for the new fire house and two storm water projects.
- \$300,000 was added to complete the Ardsley Drainage Project. The total tab was \$13 million of which the Township's match is \$1 million.
- Representatives from PFM will address the BOC at the Stated Meeting in may regarding this matter.

The following conversation ensued:

- Mr. Feldman: With regard to bidding, could any of the solicitors' costs have been bid out?
- Mr. Leonard: It would be difficult because the Township is bidding professional services and must look at the value to be obtained.
- Mr. Bleemer: All costs will be broken down for review by the BOC next week.
- Mr. Leonard: Printing costs have dropped off to virtually nothing.
- Mr. Bleemer: The Township will be holding a public auction on the Internet. Interest rates are the lowest they have been in a long time.
- Mr. Leonard: One of the issues PMF has been asked to look at is Building America Bonds. If purchased, the Township would receive a rebate from the Federal Government.
- Mr. Feldman: Are there any other bonds that the Township might want to refinance?
- Mr. Bleemer: None that are economical.

Mr. Feldman: If the Township can obtain development funding for the Fort Washington Office Park, there will be a separate bond issue. Can the Township adjust these numbers at a later date?

Mr. Leonard: He has not seen anything in the reports he is in receipt of regarding interest rates and inflation to indicate that they will go up dramatically. The bond rates being looked at have been stable for two years.

Mr. Bleemer: If the Township needs to issue more electoral debt a year from now, there would only be some minor increases.

Mr. Leonard: Upper Dublin's bond rating is AA-2. The Township is dramatically below its borrowing limits, and is in a very good financial position (one of the top two or three municipalities in Montgomery County).

Mr. Feldman: The Upper Dublin School District has done quite a bit with "wrap-arounds."

Mr. Bleemer: He looked at "wrap-arounds." There was one scenario where a "wrap-around" would work, but the interest would be higher. Upper Dublin could do a "wrap around" and increase the fire house tax over the next few years, but the total would be higher. The amount of savings in the long-run would not be worth it.

Mr. Feldman: Is interested in finding a way not to have a potential tax increase.

Mr. Bleemer: Less than one half of \$725,000 will have to be raised in 2011.

Stipulation and Order Reducing property Assessment – Prudential:

Prudential Insurance Company of America, Inc. initiated a tax assessment appeal against the Montgomery County Board of Assessment Appeals in 2003. A decision was recently rendered stating that, "effective January 1, 2010, the assessment on the subject parcel shall be decreased from \$63,516,870 to \$53,298,000. This will be a decrease of \$10,218,870.

The following conversation took place:

Mr. Bleemer: Noted that the majority of the burden will be upon the Upper Dublin School District. The School District will issue a refund. Montgomery County and Upper Dublin Township will issue credits.

Mr. Leonard: He hopes to produce a "white paper" for the Township and School District about the impact of this so that all of the facts are in one place.

Mr. Tackel: What will happen two or three years from now if the market picks up and one could argue the value of this property in 2003 is what the current value should be?

Mr. Leonard: Upper Dublin has the right to appeal the assessment, but will have to go in on a class action suit rather than on an individual basis. When a property changes hands, the property goes through a reassessment process. The Township could also get a "cut" when refurbishment building permits are issued.

Mr. Bleemer: The Township reserves the right to appeal if the BOC so chooses.

Mr. Feldman: What is the assessment for 2011?

Mr. Bleemer: The same as in 2010.

Mr. Tackel: Looking at the assessment, he would have thought that between 2003 and 2006 or 2007, the value of properties in the marketplace went up. Clearly, things turned around in 2007, 2008 and 2009. It is curious to him, regardless of the minimal amount of the decrease in 2004, 2005, and 2006 compared to 2007, 2008 and 2009, what would be a decrease at all?

Mr. Leonard: The best way to obtain an answer is to contact the School District's solicitor.

Mr. Bleemer: Has a report in his possession provided by the assessor.

June Presentation of Township Audit:

The EDP will review the audit at their June meeting, and a representative from the auditors will provide a presentation thereon to the BOC at the Stated Meeting in June.

Agenda Items for Stated Meeting in May:

- Passage of the Police Pension Plan to abide by state law.
- The Township can now report certain financial documents with PennDOT on line, but the BOC must approve a resolution.

ADJOURNMENT:

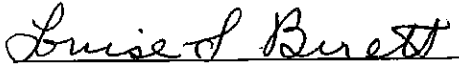
Mr. Tackel motioned, with Mr. Derr seconding, to adjourn the meeting at 6:50 p.m.

VOTE ON MOTION


ALL YES

MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
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Ronald Feldman, Chairperson

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AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, JUNE 1, 2010

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF MAY 4, 2010 MEETING WITHOUT READING

DISCUSSION ITEMS

- Results of Bond Sale
- Update on market based electricity rates
- Presentation of Township audit

ADJOURN

NEXT MEETING:

July 6, 2010

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A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, June 1, 2010 at 6:30 p.m., in the Upper Dublin Township Building; Ronald Feldman presiding.

In attendance were Commissioners Ronald Feldman, Ira Tackel, and Stan Ropski and as well as Jonathan Bleemer, Finance Director

MOVE TO ACCEPT MINUTES OF THE MAY 4, 2010 MEETING OF THE EDF WITHOUT READING:

Mr. Tackel motioned, with Mr. Ropski seconding, to accept the Minutes of the May 4, 2010 meeting of the EDF without reading:

VOTE ON MOTION                      ALL YES                      MOTION CARRIED

DISCUSSION ITEMS:

Results of Bond Sale:

Mr. Bleemer commented as follows:

- The sale of the bond was completed on Wednesday, May 26, 2010.
- The final bond issue was approximately \$65,000 less than what was projected by the consultants.
- The arbitrage yield ended up at 3.98% which is much lower than the 4.68% projected by the consultants.
- The lower interest rates resulted in less interest expense paid over the life of the bond issue by over \$1,300,000.
- The lower interest rates resulted in a lower annual payment of approximately \$50,000.
- The Township was able to issue these bonds without having to purchase bond insurance (i.e., a savings of approximately \$50,000).
- Because of the success of the sale, the Township will keep its bond rating at AA2.
- In the future, the Township will not touch the principal of the Community Development Fund and keep a balance in the General Fund.
- It is known that the millage rate for the fire house will have to be raised next year. However, because of the lower interest rates, the Township will not have to raise millage rates for any other items.
- The results of the bond sale will be placed on the Township's website for viewing by the residents.
- The tax bills in 2011 will reflect electoral debt, regular debt, and fire house debt.
- The Community Development Fund will be reimbursed for the fire house portion of the debt as soon as the proceeds from the bond sale are received.

On behalf of the Committee, Mr. Tackel expressed appreciation to the Township staff for a job well done.

Mr. Tackel wished the residents to be aware that because of the slightly better credit rating and the methodology of selling the bonds, Upper Dublin Township's rates were substantially better than any other "deal" in the market at the same time.



### Update on Market-Based Electricity Rates:

Mr. Bleemer explained:

- The tariff from PECO will expire later this year, and they will be going into a market rate environment. Therefore, Upper Dublin Township will have to decide whether to stay with PECO or look for an alternative supplier.
- He has been looking at this for some time, and noted that Montgomery County has decided to contract with Constellation Energy as a group bid.
- He is not ready to recommend Constellation Energy as yet because their rates are currently higher than PECO, although it is known that PECO's rates will go up.
- Alternatives are being investigated. At the present time, there are only two choices: going with Constellation Energy or staying with PECO.
- Mr. Bleemer will make a recommendation to the Board of Commissioners (BOC) within the next few months.
- The Township has the choice of purchasing "green" energy through Constellation Energy, remaining with PECO, or contracting with another supplier.
- It is hoped that there will be more competitors in this field. The Township could look at some other companies, but group purchasing is the way to go for savings.
- Constellation Energy offers an option to lock in for 1-4 years.

### Presentation of Township Audit:

John Ramey of Bee Bergvall and Company discussed the audit for 2009 as follows:

- The Township's AA2 bond rating made the audit process much easier.
- There were no material weaknesses in the Township's schedule of finance.
- The auditors recommended that the Police department turn over their vacation and sick leave records to the Finance Department so they can track it.
- It was noted that the Township provides a \$10,000 death benefit for each police officer. While life insurance had been covered through the Police Pension Fund, the Commonwealth of Pennsylvania covers it now.
- Taxes make up 78% of the Township's revenue (real estate, local services, Earned Income Tax (EIT)). This is followed by grants and contributions, mainly pension from the Commonwealth of Pennsylvania, and then followed by charges for services (permits, police, and parks and recreation).
- There was a slight decrease in revenues as well as a slight increase in expenses over the past five year period. The GFOA recommends 5%-15% of revenue be kept in fund balances or two months of general fund operating expenses. Currently, Upper Dublin Township has 12%, but falls a bit short with the minimum of two months of general fund operating funds. The foregoing does not take into account the Investment Fund or anything else.
- The EIT Fund is down somewhat because other municipalities have or will enact an EIT tax which will decrease Upper Dublin's portion of the proceeds.
- In the breakdown of categorized fund balances, special revenue funds and capital projects decreased due to purchases, development rights, and other land.
- Expenses have generally been even during the past five years. The largest expenses were for police salaries and other fire expenses.

- The percent of expenses for all funds showed public safety at 29% of total expenses for the year followed by public works.
- The 2009 capital outlays were above 2007 due to development rights to purchase land and \$2,000,000 for land purchases.
- Before the year 2011, the BOC must approve a resolution designating a person who can assign funds and what purpose the BOC might want to commit funds for.
- The report shows a pension asset of \$162,000. It was noted that the Township funded more than its obligation.

ADJOURNMENT:

Mr. Tackel motioned, with Mr. Ropski seconding, to adjourn the meeting at 6:55 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:



Ronald Feldman, Chairperson

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AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, SEPTEMBER 7, 2010

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF JUNE 1, 2010 MEETING WITHOUT READING

DISCUSSION ITEMS

- EIT update: Montgomery County Tax Collection Committee
- 2011 Pension Minimum Municipal Obligation – Reduced Amortization Option
- 2011 Budget

ADJOURN

NEXT MEETING:

October 5, 2010

A meeting of the Economic Development and Finance Committee (EDF) was held on Tuesday, September 7, 2010 at 6:30 p.m., in the Upper Dublin Township Building; Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento and Chet Derr as well as Paul Leonard, Township Manager; and Jonathan Bleemer, Finance Director

MOVE TO ACCEPT MINUTES OF THE JUNE 1, 2010 MEETING OF THE EDF WITHOUT READING:

Mr. Derr motioned, with Mr. Pesavento seconding, to accept the Minutes of the June 1, 2010 meeting of the EDF without reading:

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Earned Income Tax (EIT) Update – Montgomery County Tax Collection Committee:

Mr. Bleemer reported that at a meeting of the Montgomery County Tax Collection Committee earlier this week, it was voted upon to contract with Berkheimers Associates to collect EIT beginning in January 2012.

When Mr. Pesavento asked what plans Berkheimers has in place to be sure that Upper Dublin Township receives the EIT collected from those residents residing in the 19002 zip code, Mr. Bleemer informed that Berkheimers has had some experience in this type of thing, and when he spoke with the Berkheimers' representative this morning, a meeting was set up for later this week to discuss various outstanding issues.

Through his experience with collecting EIT in previous Townships, Mr. Leonard noted that Berkheimers does a good job. There are some efficiencies that a large volume of taxes bears. The proposal accepted by Montgomery County was for 1.39% which is lower than any of the current contracts associated with Berkheimers, and the contract is for three years. Berkheimers will also be collecting Municipal Services Taxes.

Mr. Pesavento suggested a letter be inserted in the EIT payment form in the spring of 2011 informing residents that the Commonwealth of Pennsylvania has mandated Montgomery County to contract with Berkheimers for collection of EIT and Municipal Services Taxes.

2011 Pension Minimum Municipal Obligation (MMO) – Reduced Amortization Option:

Mr. Bleemer explained that there are steps that the Commonwealth of Pennsylvania is allowing Upper Dublin Township to take to reduce the MMO in 2011. One of those steps is to reduce the amortized cash amount to 75% of the full amount saving the Township \$7,500 in total reduction of Upper Dublin's MMO. However, it will make future MMOs a bit higher. At the present time, the estimated MMO for both pension funds is \$325,000. This action will reduce it to \$250,000.

Mr. Leonard recommended that a resolution be placed on the agenda at the Stated Meeting on September 14<sup>th</sup>.

2011 Budget:

Mr. Bleemer revised and reissued a memo originally drafted in January of 2010 prior to the 2011 budget process with current amendments and updates shown in red

The annual debt service on the \$8.4 million borrowed in July 2010 is \$540,000. A 2.4% tax increase will be required to cover the debt, but can be spread over a two year period.

The 2009 general fund year end balance totaled \$1.9 million. Very preliminary projections indicate a 2010 year end balance of approximately \$1.4 million. However, a number of factors pending for 2011 may cause budgeted expenditures to exceed expected revenues by an amount well in excess of \$1 million. The most significant issues pressuring the financial condition for 2011 are:

- 4% contracted salary increases for both AFSCME employees and PBA officers.
- A \$258,000 tax credit to Prudential Insurance Company due to a court stipulated assessment reduction.
- An increased pension contribution in the range of \$250,000-\$325,000.
- Flat or declining revenue streams.

Township staff is ready to address these issues during the upcoming budget season with recommendations to trim the budget gap.

Mr. Leonard informed that Township staff will be presenting a balanced budget. Each Department Head is looking at cutbacks because the revenue gap is significant.

Richard Petrusky, in the audience, noted that Upper Dublin is waiting for a decision on a \$20 million grant for the Fort Washington Office Park.

Mr. Pesavento said the grant decision will not be made until the beginning of November. The Township has been in discussion with multiple politicians to try to gain their favored status. Documentation containing approximately 500 pages plus drawings was submitted on time. Many of the permits from the Department of Environmental Protection and the Corps of Engineers have been obtained.

ADJOURNMENT:

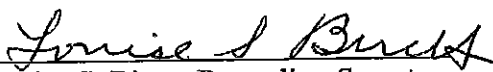
Mr. Derr motioned, with Mr. Pesavento seconding, to adjourn the meeting at 6:45 p.m.

VOTE ON MOTION


ALL YES

MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
\_\_\_\_\_  
Robert Pesavento, Acting Chairperson

AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, MAY 3, 2011

PLEDGE OF ALLEGIANCE

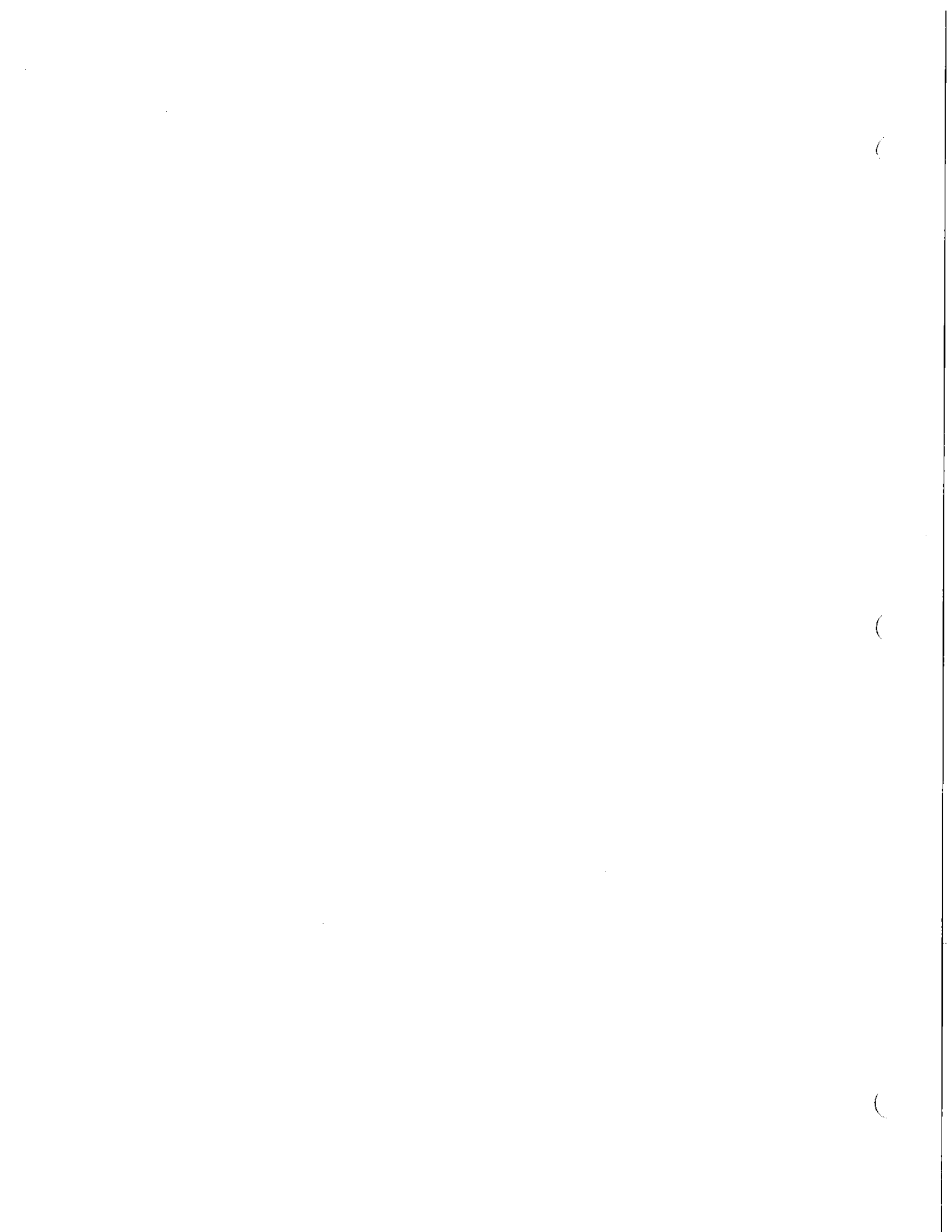
DISCUSSION ITEMS

- Review cost savings efforts
  - Potential savings by refinancing outstanding bond issues
  - Fees charged to manage CRF investment portfolio
- Board approval for the payment of township utilities invoices by ACH – automated bill paying
- Two year contract extension for engagement of independent auditors – Bee Bergvall & Co.
- Funding of Flood Retarding Structures

ADJOURN

NEXT MEETING:

June 7, 2011





A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, May 3, 2011, in the Township Building; Ronald Feldman presiding.

In attendance were Commissioners Ronald Feldman and Ira Tackel. Commissioners Stan Ropski and Robert Pesavento participated as part of the audience. Also present were Paul Leonard, Township Manager, and; Jonathan Bleemer, Finance Director.

Mr. Feldman convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

#### DISCUSSION ITEMS:

##### Review Cost Savings Efforts:

- Potential Savings by Refinancing Outstanding Bond Issues:

Mr. Bleemer commented as follows:

- He has recently looked at fees and costs that the Township has been incurring.
- The first item he examined was refinancing and refunding some of the Township's outstanding general obligations bonds. He noted that there will be approximately \$40,000 in costs incurred with refinancing. His conclusion was that to do so does not make sense at this point in time.
- The benchmark for refinancing is a 1% savings. To refinance individual outstanding bonds now would garner savings of less than 1%.
- He will continue to study the matter, and if a situation presents itself that will save at least 1%, that is when the Board of Commissioners (BOC) will be asked to consider it.

Messrs. Feldman and Tackel agreed that it does not make sense to refinance at this time.

- H<sup>2</sup>O Applications:

Mr. Tackel said that funding for storm water was drying up; therefore, money is not as readily available from the commonwealth.

Mr. Leonard and Steve Lester will be meeting with the Department of Environmental Protection next week. He noted that things are looking in Upper Dublin's favor at the present time. The Township is aligned as best it can politically, and every effort is being taken to obtain funding. If the Township does have to borrow, this would be the opportunity where Mr. Bleemer could work on refinancing.

##### Fees Charged to Manage Community Reinvestment Fund (CRF) Investment Portfolio:

Mr. Bleemer informed as follows:

- The proceeds in the CRF are administered by TD Bank.
- TD Bank has been doing a great job, and their rate is 15 basis points. He looked at a few other possibilities, but none match or beat that rate.
- TD Bank regularly buys and sells, and they have made money doing so.
- Upper Dublin Township is getting returns on the funds as high as 4%.

BOC Approval for the Payment of Township Utilities Invoices by Automated Bill Paying (ACH):

Mr. Bleemer commented:

- PECO issued a memo to Upper Dublin Township in March 2011. As of the present time, Upper Dublin has been experiencing a 45-60 day pay period. To comply with the payment terms approved by the Pennsylvania Public Utility Commission, PECO is requiring a 30 day pay period or interest and penalties will be charged.
- He suggested that automatic payments be set up for PECO, cable service, water, sewer and telephone bills.
- The Finance Department will track the bills every month, and the amounts of the invoices will be reported to the BOC.

Mr. Pesavento suggested creating individual accounts for each utility with just enough money being transferred to the individual accounts each month to cover the invoices. The EDF agreed.

Mr. Bleemer was charged with drawing up a written policy dealing with the payment of utility invoices.

This matter will be an agenda item at the Stated Meeting in May.

Two Year Contract Extension for Engagement of Independent Auditors – Bee Bergvall & Co.:

Mr. Bleemer explained:

- Bee Bergvall & Co. (Bee Bergvall) has been retained by the Township to conduct audits for Upper Dublin for the past eight years.
- The current contract expired at the end of 2010.
- Because of Bee Bergvall's experience and their fee structure, he proposed extending the contract for two more years.
- For the EDF Committee's review, the following fees will be charged by Bee Bergvall:

2010	\$15,500
2011	\$16,000
2012	\$16,500
- The last time the Finance Department went out for bids, Bee Bergvall bids were significantly lower than anyone else's.

Mr. Tackel suggested that Mr. Bleemer attempt to lock Bee Bergvall in for more than two years if the numbers are reasonable.

Mr. Feldman noted that the fee for the Fort Washington Fire Company is separate. He suggested putting both the Township and Fire Company contract into one.

A separate audit for the Twining Valley Golf Club is done upon request.

Bee Bergvall will be presenting the 2010 audit to the BOC at the Stated Meeting in June.

### Funding of Flood Retarding Structures:

In a memo dated April 29, 2011, Jonathan Bleemer described the homestead exemption and funding for the flood retarding structures as follows:

#### Description of Homestead Exemption

Implementation of a homestead exemption reduces the assessed value of eligible properties which would then reduce real estate taxes on those properties. A homestead property is an owner occupied residential home. By passing a homestead exemption, Township real estate taxes in the aggregate will be lower.

The amount of excluded assessed value must be a flat uniform dollar amount for each eligible property. Also, the excluded amount cannot exceed 50% of the median value of all homestead properties in the Township. Although we have not yet calculated what the median value would be in Upper Dublin, it would approximate 50% of the average assessed value of \$195,000. It is estimated that approximately 90% of the 9,600 residential housing units are owner occupied

The revenue lost by the homestead exemption needs to be recovered from alternative sources. It is prohibited to raise property millage rates to pay for the lost revenue from the homestead exemption. One proposal is to implement a business privilege flat tax on all businesses generating gross receipts. A gross receipts minimum threshold level can be established. There are proximately 800-1,000 businesses in Upper Dublin Township; however, additional information will have to be gathered in regard to the volume of gross receipts generated by these businesses. We do not currently have that information as Upper Dublin does not levy any business taxes.

If the BOC is interested in pursuing the idea of implementation of a business privilege flat tax, we will begin the research and collect the required data.

#### Funding for the Flood Retarding Structures

If the BOC opts to borrow funds to finance the flood retarding structures, the tax rates can be increased by the appropriate amount to cover the debt service on the borrowing and then apply the tax reduction to eligible homeowners through the homestead exemption. However, the real estate tax revenue lost by this action must be recovered by an alternative source not from an additional increase in the real estate tax rate.

For example, the required tax increase to cover the \$1.2 million annual debt service on \$16 million bonds is 11%. This would generate \$950,000 on residential properties and \$250,000 from commercial properties. A homestead exemption amount of \$20,000 can then offset the residential tax increase affecting a zero tax increase for all homestead properties. The \$950,000 in lost real estate taxes can be recovered through the business

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privilege flat tax described above. At 800 businesses, the flat tax would equal \$1,187 per business.

Mr. Bleemer stated that he is looking into the possibility of exacting a business privilege tax. Staff needs to do more research if the BOC is interested.

Mr. Leonard said:

- The flood retardant structures must be built.
- Warrington and Hatfield Townships looked at this as a menu of options.
- Real estate tax by constitution has to be offered across the board.
- The flood tax is not an Act 511 tax.
- Warrington's flood tax is based on gross receipts.
- The proposed tax is being opposed by businesses at the present time before the Pennsylvania courts. The question is "How can we get businesses to pay for it?"
- Hatfield justified their tax by determining what the true amount of services were requested by businesses.
- Upper Moreland has adopted a business privilege tax.
- Upper Dublin is waiting for word on the H<sup>2</sup>O grant funding.
- The \$16 million is only a fraction of what the Fort Washington Office Park needs.

Mr. Pesavento observed that if Upper Dublin does not receive funding from the Commonwealth of Pennsylvania, the Township will have to get the dams built somehow. Some of the options are:

- Infrastructure money in the amount of \$7 million and raise taxes for the rest.
- Do we have options for TDD? Probably not!
- What can the BOC do? Staff and the BOC must think "outside the box."
- Mr. Bleemer was asked to obtain figures on how much revenue has been generated from the Fort Washington Office Park over the past few years (EIT, real estate, municipal services tax).

ADJOURNMENT:

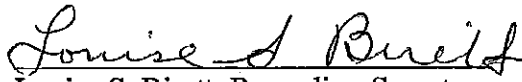
Mr. Feldman motioned, with Mr. Tackel seconding, to adjourn the meeting at 7:00 p.m.

VOTE ON MOTION

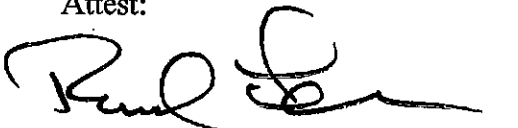
ALL YES

MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
Ronald Feldman, Chairperson

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AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, JULY 5, 2011

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF MAY 3, 2011 MEETING WITHOUT READING

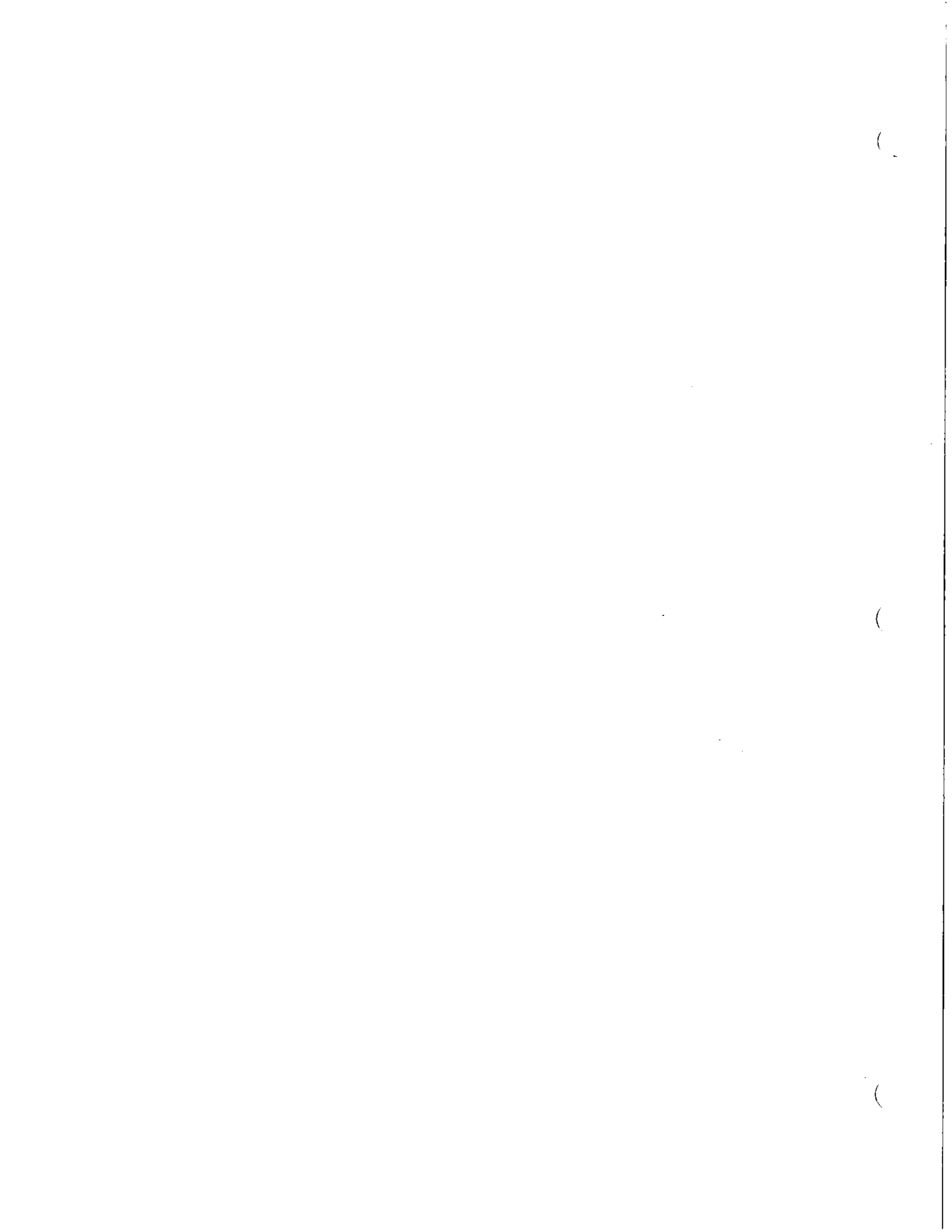
DISCUSSION ITEMS

- Discuss opportunity to refinance outstanding township general obligation bonds
- Update on transition to county wide EIT collection
- Discuss civil complaints filed against developers for delinquent professional fees

ADJOURN

NEXT MEETING:

September 6, 2011





A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, July 5, 2011, in the Township Building; Ronald Feldman presiding.

In attendance were Commissioners Ronald Feldman, Chester Derr and Ira Tackel. Also present were Paul Leonard, Township Manager, and; Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Feldman convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF MAY 3, 2011 MEETING:

Mr. Tackel motioned, with Mr. Feldman seconding, to accept the Minutes of the May 3, 2011 meeting of the EDF without reading.

VOTE ON MOTION                      ALL YES                      MOTION CARRIED

DISCUSSION ITEMS:

Discuss Opportunity to Refinance Outstanding Township General Obligation Bonds:

Two months ago, Mr. Bleemer commented as follows:

- He recently looked at fees and costs that the Township has been incurring.
- The first item he examined was refinancing and refunding some of the Township's outstanding general obligations bonds. He noted that there will be approximately \$40,000 in costs incurred with refinancing. His conclusion was that to do so would not make sense at that point in time.
- The benchmark for refinancing is a 1% savings. To refinance individual outstanding bonds now would garner savings of less than 1%.

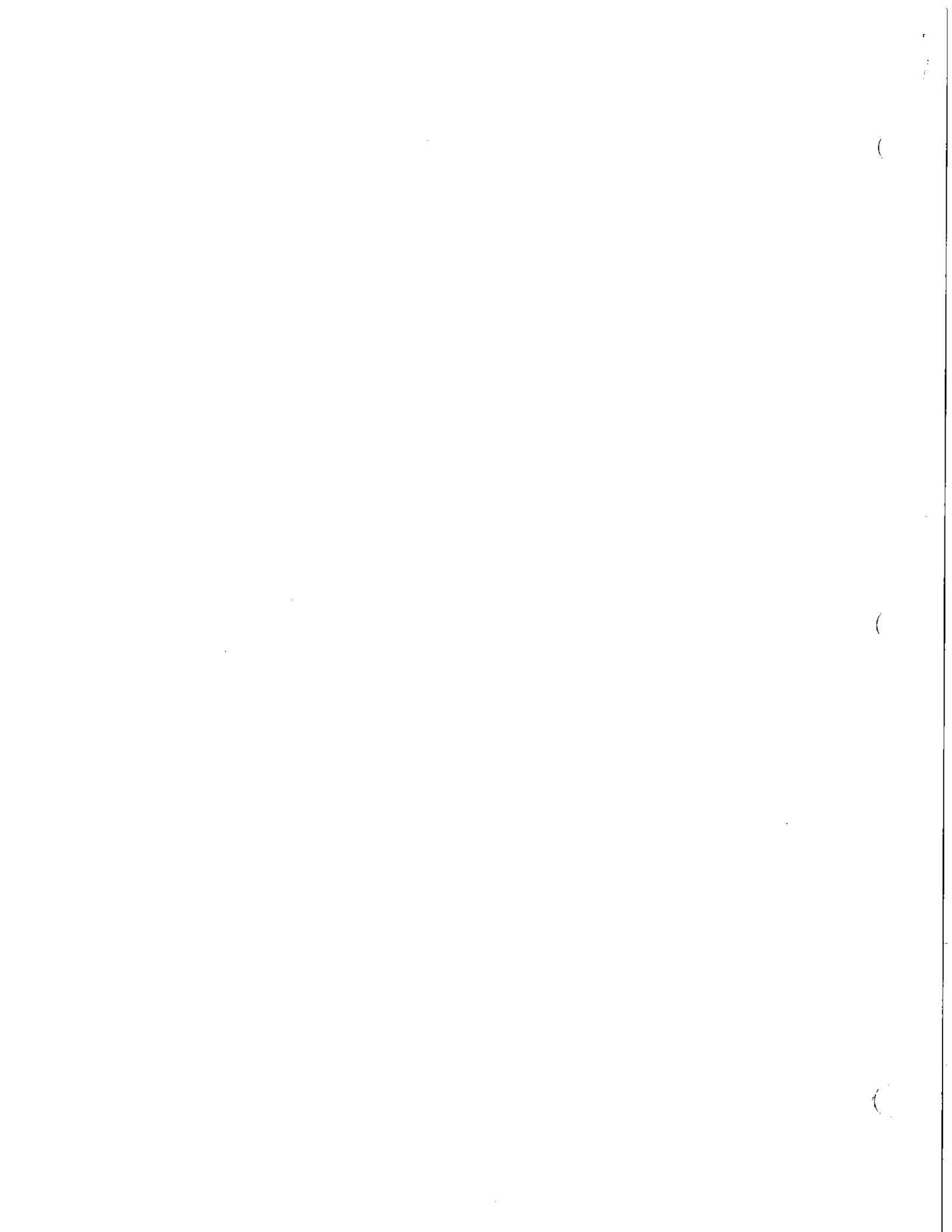
Mr. Bleemer commented this evening:

- Interest rates have gone down since the last discussion as outlined above.
- If Upper Dublin were to do two refinancings (G.O. Bonds Series of 2002, and G.O. Bonds Series of 2005), the Township could save approximately \$200,000 over the life of a ten year loan.
- Savings as a percent of refunded par totals 3.67%.
- If the decision is made to refinance, the call date will be January 2012.
- He will go through the process of preparing the prospectus in the meantime.
- If the decision to refinance is made in November, the rate will be fixed, and the purchase will be made in January 2012 at the November 2011 rate.
- At the present time, the Township is paying over 4% for the points.
- Approximately \$60,000 of costs will be involved.
- Legal fees are the largest amount of the costs.

Mr. Leonard recommended that the EDF understand and the Township staff begin to prepare for a decision in September or October.

Responding to Mr. Feldman's question as to why the 1998 bonds were not considered, Mr. Bleemer replied that he will look into the matter.

Mr. Bleemer was asked to look into 1998 and 2008 bonds.



Overall, the EDF decided to move ahead on this matter.

Update on Transition to County-Wide Earned Income Tax (EIT) Collection:

Mr. Bleemer attended several meetings on this matter. He commented as follows:

- Montgomery County has appointed Berkheimer to collect EIT.
- Mr. Bleemer will meet with Berkheimer on July 8<sup>th</sup> to go over transition issues.
- One of the suggestions is that each municipality in the County have consistency with their EIT ordinance.
- Upper Dublin has several inconsistencies in its ordinance:
  - Less than \$3,000 exemption pays zero tax.
  - Taxes can be donated back to the Township.
- The Tax Commission is recommending Upper Dublin do away with the foregoing, however there are no requirements to do so.
- Upper Dublin Township will continue to attempt to collect on prior years' EIT at a rate of 1.4%.
- EIT collections in Upper Dublin Township are \$20 million per year before funds are turned over to the Upper Dublin School District.

Mr. Feldman asked that Mr. Bleemer prepare a summary of the above for the EDF's consideration.

Discuss Civil Complaints Filed Against Developers for Delinquent Professional Fees:

Ten developers owe the Township money for professional fees. Mr. Bleemer has been working hard to get them to submit payments.

This week, the Township Solicitor filed civil complaints against five of the developers for delinquent professional fees as follows:

D&B Custom Builders (Difeo Tract)	\$11,945.03
Lulu Temple Country Club	\$10,164.75
Joseph Price (Wischman/Belmont)	\$7,981.60
455 Maryland Drive	\$4,406.00
Matthew Lombardo (Twining Road)	\$2,776.25

ADJOURNMENT:

Mr. Derr motioned, with Mr. Feldman seconding, to adjourn the meeting at 6:50 p.m.

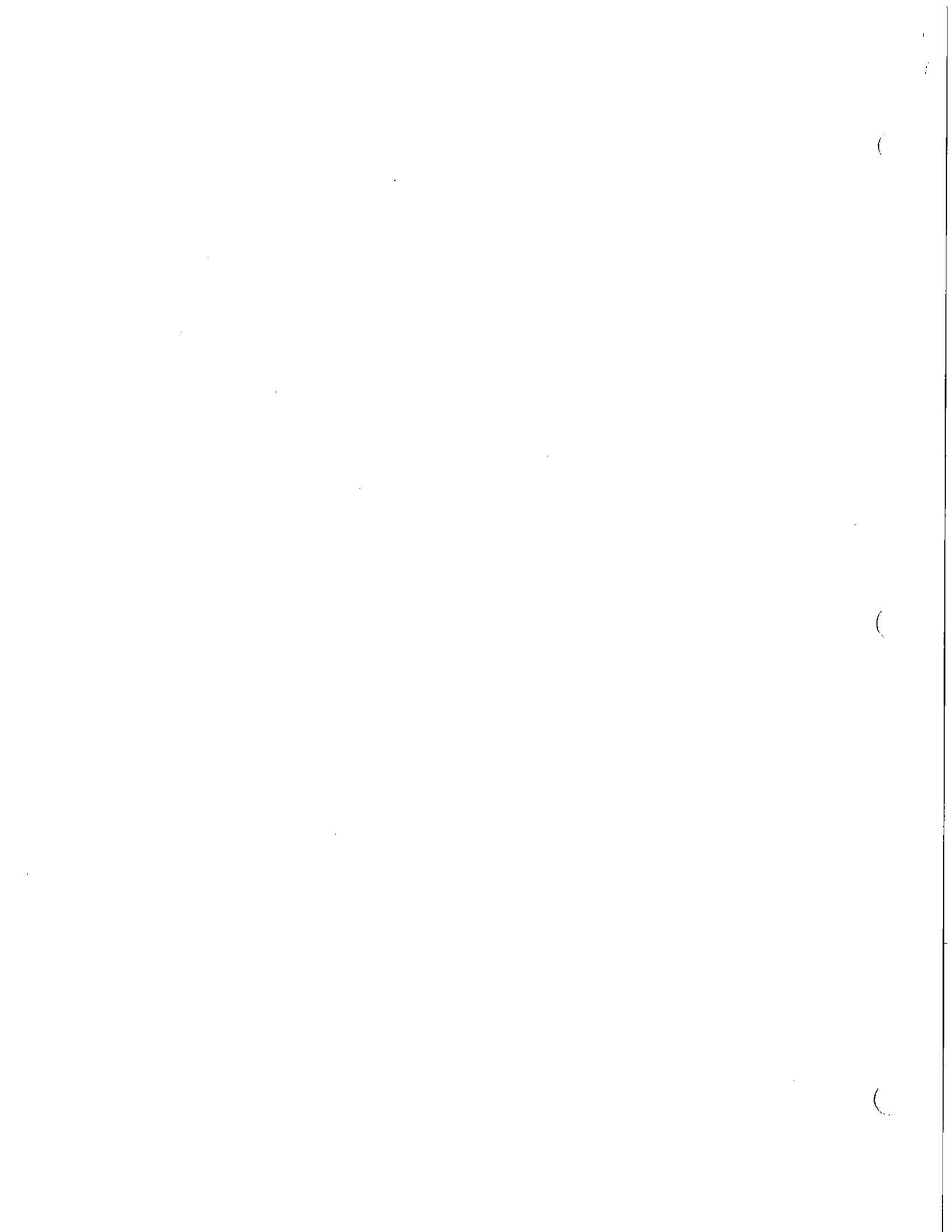
VOTE ON MOTION                      ALL YES                      MOTION CARRIED

Respectfully submitted,

*Louise S. Birett*  
Louise S. Birett, Recording Secretary

Attest:

*Ronald Feldman*  
Ronald Feldman, Chairperson  
IRA TACKEL



AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, SEPTEMBER 6, 2011

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF JULY 5, 2011 MEETING WITHOUT READING

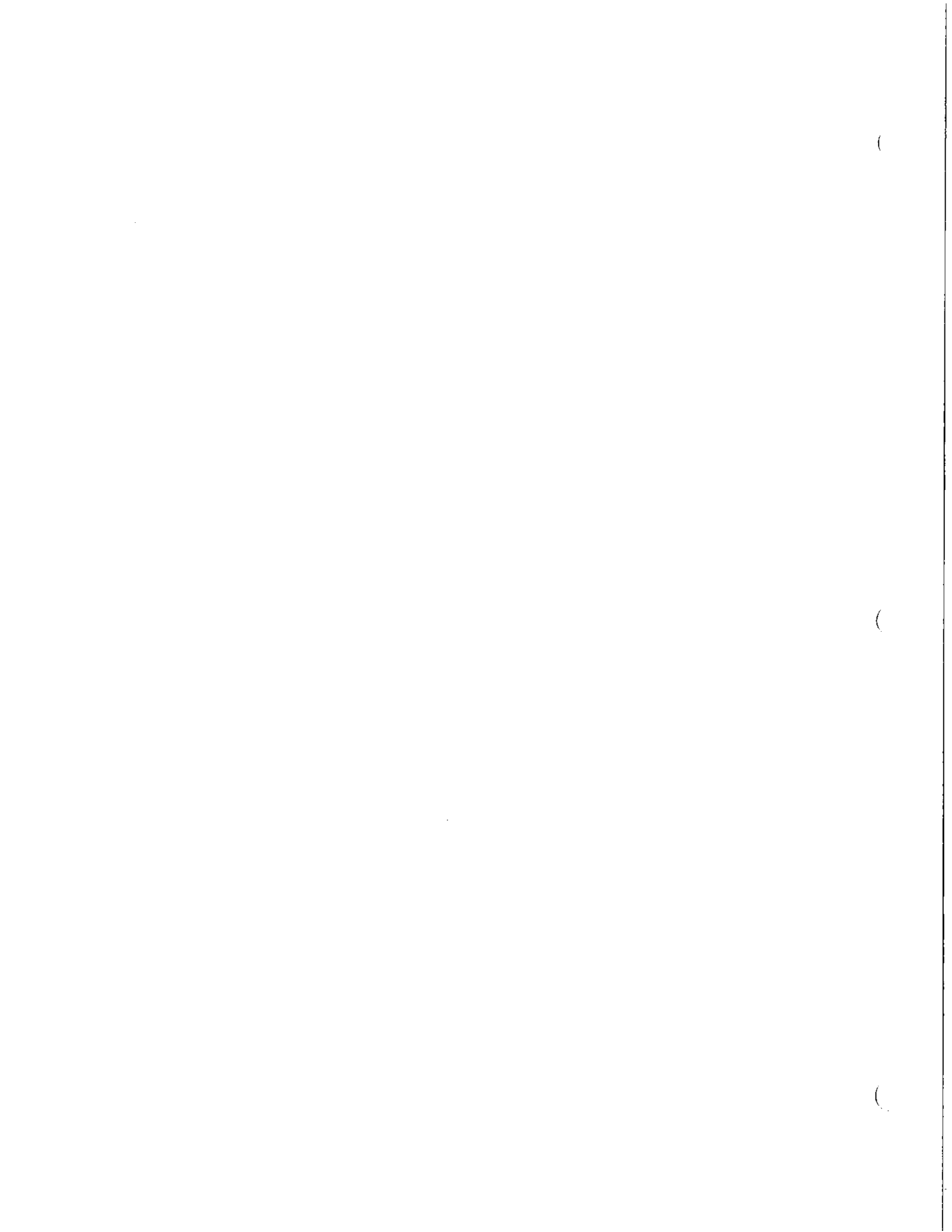
DISCUSSION ITEMS

- Report on cost of August storms
- Discuss township general obligation bond refinance
  - Discuss adding funds for the purchase of 730 Susquehanna Road
  - Discuss adding funds for the township's match for the phase 3B-3 Parac/Wilco Trail
- Discuss funding of phase 2 and phase 4 of Upper Dublin trail system

ADJOURN

NEXT MEETING:

October 4, 2011



A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, September 6, 2011, in the Township Building; Ira Tackel presiding.

In attendance were Commissioners Ira Tackel, Chester Derr and Stan Ropski. Also present were Paul Leonard, Township Manager; and; Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Tackel convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF JULY 5, 2011 MEETING:

Mr. Derr motioned, with Mr. Ropski seconding, to accept the Minutes of the July 5, 2011 meeting of the EDF without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Report on Cost of August Storms:

Upper Dublin Township experienced a severe storm on August 19<sup>th</sup>, an earthquake shortly thereafter, and Hurricane Irene during the weekend of August 27<sup>th</sup> and 28<sup>th</sup>.

- The only expenses incurred during the hurricane approximated \$18,000. Therefore, it had a minimal financial impact on the Township.
- There is the possibility that the Township will be receiving some reimbursement from the federal government.
- Pennsylvania has been declared a disaster area, but Montgomery County has not yet been included. It is assumed that Montgomery County will be declared a disaster area within the next few days.
  - Public assistance could be granted for roadways and bridges.
  - Montgomery County has been declared a disaster area for private assistance to homeowners and businesses.
  - 25% of the actual costs would be reimbursed back to the Township.
- Township staff is working on a number of after storm reports.
- Township staff provided many services both in preparation for and responses during Hurricane Irene. Fortunately, there was not a huge amount of damage.
- The Township is relieved that the situation was not much worse.

Discuss Township General Obligation Bond Refinance:

Mr. Bleemer noted:

- The Board of Commissioners (BOC) approved refinancing outstanding debt in August 2011. A vote will take place at the Stated Meeting in October.
- There will be approximately \$200,000 savings due to the refinancing.
- The proposal will add approximately \$260,000 of additional electoral debt for the following two items:
  - Adding funds for the purchase of 730 Susquehanna Road.
  - Adding funds for the Township's match for the Phase 3B-3 Parc/Wilco Trail (\$200,000-\$60,000 toward the Township's match of the trail grant received through Montgomery County).

- Bid openings will take place on September 7, 2011.
- The rate of the bonds the Township is looking at will be somewhat less than 4% (whatever the market is in October – probably about 3 ½% or maybe less). Rates are not expected to go up, but may go down a bit.
- The Township only has two other outstanding bonds, but neither is callable at this time.

Discuss Funding of Phase 2 and Phase 4 of Upper Dublin Trail System:

Mr. Bleemer prepared the following chart representing the various segments:

Segment #	Common Reference	County Funding	Cost	Township Cost	Reimbursement Requested	Reimbursement Received	Reimbursement Date
1-A/1-B	Highland Avenue Sidewalk/Bridge	Approved	\$172,661	\$0	\$172,661	\$172,661	7/24/2009
3B-1	Winterberry Holly (Dog Park)	Approved	301,515	60,303	241,212	241,212	3/19/2010
3B-2	GMAC/Acorn (to Susquehanna Road)	Approved	162,630	32,526	130,105	130,105	11/19/2010, 7/25/2011
3B-3	PAREC/Wilco (to CHAC No)	Approved					
2	TU Connection (Joel Drive)	Approved					
4	Pine Run (Cutler/Jarrettown Road)	Approved					
<b>TOTAL</b>			<b>\$636,806</b>	<b>\$92,829</b>	<b>\$543,978</b>	<b>\$543,978</b>	

Amount of Grant	\$756,400
Reimbursements	<u>543,978</u>
BALANCE	\$212,422

- Segments 1-A/1-B, 3B-1, and 3B-2 have been approved by Montgomery County.
- Segment 3B-3 has been approved by Montgomery County.
- The concept of Segments 2 and 4 has been approved by Montgomery County but they do not have the funding required. The Township is in receipt of a letter from Montgomery County attesting to the fact that these segments would be approved if and when they have the money available.
- Susan Lohoefer will most likely make a presentation to the BOC regarding Joel Drive during budget discussions.
- In 2010, a \$500,000 grant was received for SPARK. A final audit report will be issued within the next two weeks.

Mr. Leonard expressed appreciation to Mr. Bleemer and Ms. Lohoefer for working so hard to obtain funding for the Township.



ADJOURNMENT:

Mr. Derr motioned, with Mr. Ropski seconding, to adjourn the meeting at 6:45 p.m.

VOTE ON MOTION

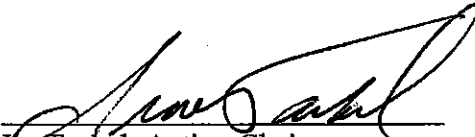
ALL YES

MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
Ira Tackel, Acting Chairperson

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AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, NOVEMBER 1, 2011

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF SEPTEMBER 6, 2011 MEETING WITHOUT READING

DISCUSSION ITEMS

- Discuss documents requiring board approval for Berkheimer collection of Local Services Tax
- Discuss EIT ordinance for \$3,000 income exemption
- Announcement: Budget Hearing Schedule

ADJOURN

NEXT MEETING:

December 6, 2011

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A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, November 1, 2011, in the Township Building; Ronald Feldman presiding.

In attendance were Commissioners Ronald Feldman and Chester Derr. Also present were Paul Leonard, Township Manager; and Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Feldman convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES September 6, 2011 MEETING:

Mr. Derr motioned, with Mr. Feldman seconding, to accept the Minutes of the September 6, 2011 meeting of the EDF without reading.

VOTE ON MOTION

ALL YES

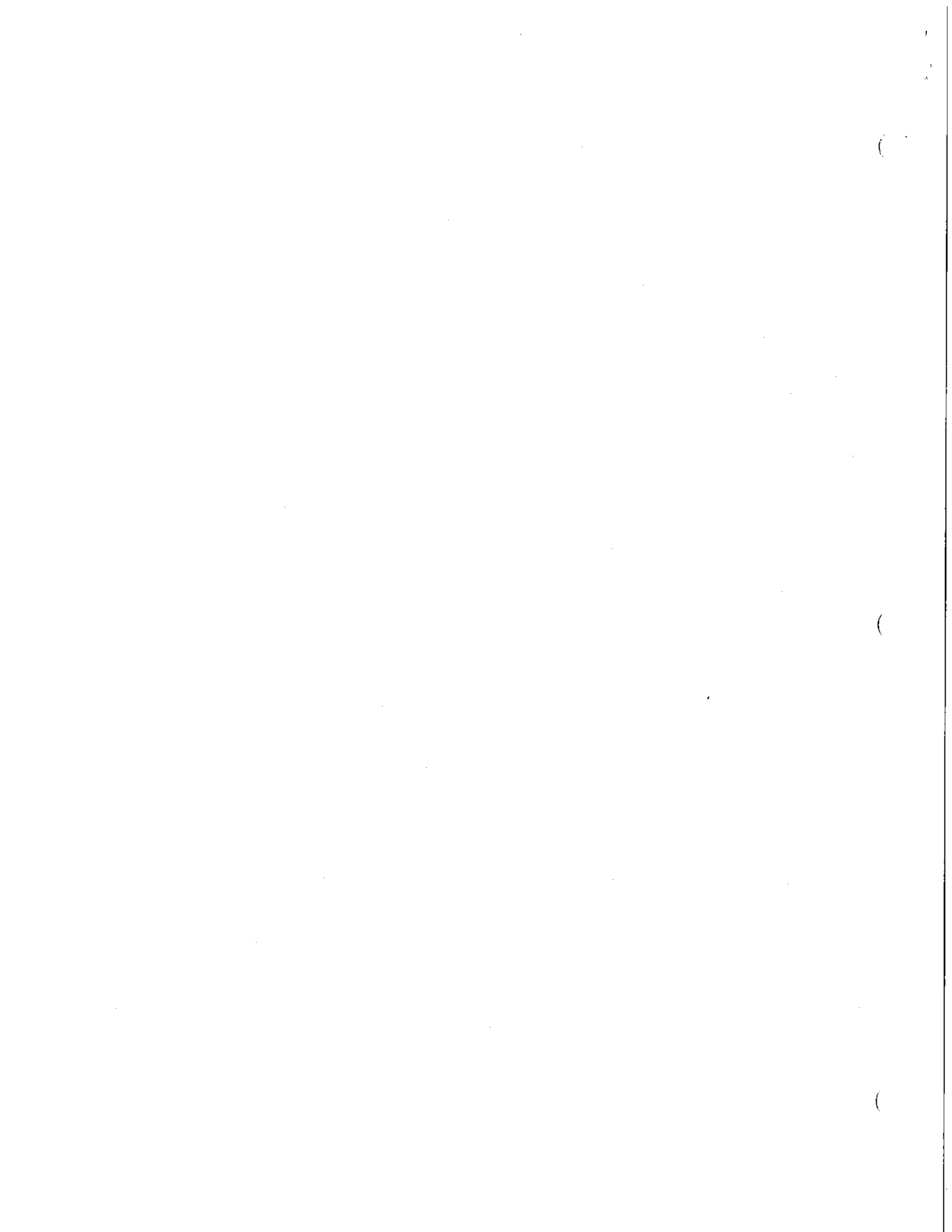
MOTION CARRIED

DISCUSSION ITEMS:

Discuss Documents Requiring Board of Commissioners' (BOC) approval for Berkheimer Collection of local Services Tax:

The EDF discussed the following draft resolutions:

1. A resolution of the Board of Commissioners of Upper Dublin Township, Montgomery County, Pennsylvania, authorizing empowering and directing the appointment of a liaison between it and Berkheimer, the duly appointed collector of Local Services Tax for the Township for the express purpose of sharing confidential tax information with the Township for official purposes.
2. A resolution of the Governing Board of Upper Dublin Township, Montgomery County, Pennsylvania, authorizing empowering and directing the proper officers of the Governing Board to appoint Berkheimer as its tax hearing officer under and pursuant to the Local Taxpayers Bill Of Rights for the express purpose of adjudicating appeals there under.
3. A resolution of the Governing Board of Upper Dublin Township, Montgomery County, Pennsylvania, authorizing empowering and directing the proper officers of the Governing Board to execute an agreement with Berkheimer where under Berkheimer is retained as the exclusive tax officer for the collection, administration, receipt and enforcement of the provisions of the respective tax enactment of the Governing Board levying and assessing the Local Services Tax for the term defined, together with such extensions as may be agreed upon, said tax enactment having been adopted under and pursuant to the authority of the Pennsylvania Local Tax Enabling Act (ACT 511, P.L. 1257) and approving and adopting the rules and regulations prepared by Berkheimer to administer and enforce the local services tax.
4. A resolution of the Governing Board of Upper Dublin Township, Montgomery County, Pennsylvania, authorizing and empowering its local tax collector, Berkheimer, to impose and retain costs of collection on delinquent taxes.



Mr. Bleemer explained that when Act 32 was passed, it did not include a Local Services Tax. Each municipality has the option to retain anyone as the exclusive tax officer for collection, administration receipt and enforcement. In his opinion, it makes sense to go with Berkheimer because they will be collecting Upper Dublin's Earned Income Tax.

The agreement itself is under discussion, and is now in the hands of the Township Solicitor. If it is not ready for passage at the Stated Meeting next week, the matter can wait until the Stated Meeting in December.

The cost to the Township will be 1.8% for \$800,000. The fee schedule is consistent with others.

Berkheimer was chosen via competitive bid by the Montgomery County Consortium.

Mr. Feldman suggested lowering the Local Services Tax exemption to \$12,000.

Discuss Earned Income Tax (EIT) Ordinance for \$3,000 Income Exemption.

EIT exemptions do not comply with Act 32. Therefore, the Township needs a separate ordinance to have a \$300,000 exemption for the Township as follows:

An ordinance to amend the Code of the Township of Upper Dublin, Chapter 224, Taxation, to exempt from the Earned Income Tax any person whose earned income and net profits is less than \$3,000 for the calendar year.

Regarding revenues associated with the ordinance, the exemption would generate \$30,000 (\$1,500 for Berkheimer and \$1,500 for Upper Dublin Township).

When Mr. Feldman noted that very few surrounding communities have the exemption, Mr. Bleemer said that approximately 1,000 tax filers have been under the \$3,000 level.

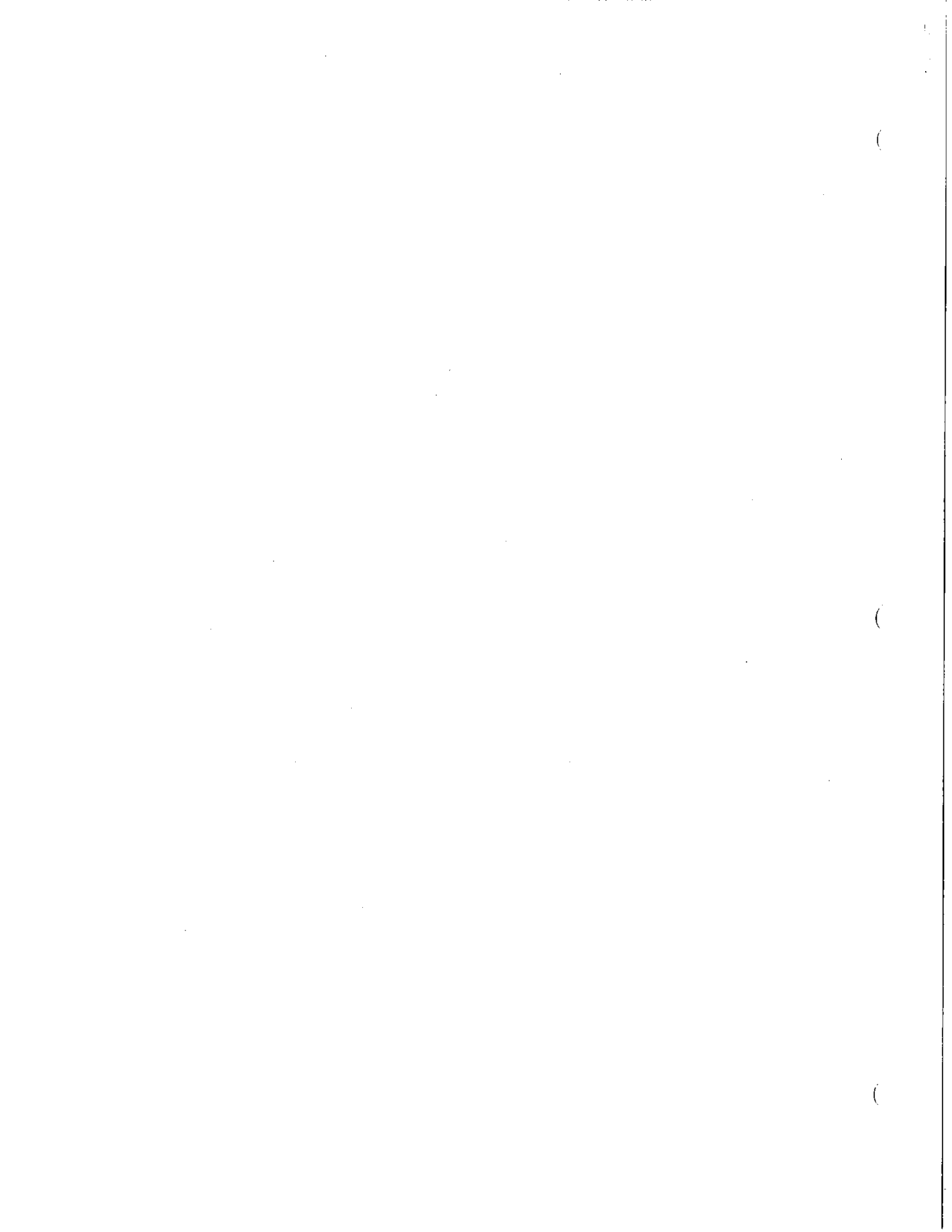
Mr. Derr asked to be provided with a synopsis of what other surrounding municipalities are doing in time for the Stated Meeting next week.

Budget Hearing Schedule:

The 2012 Budget Hearing Schedule was approved as follows:

Tuesday, November 15, 2011

6:30 – 7:00 p.m.	BOC, Administration, Finance, Treasurer
7:00 p.m.	Shade Tree Commission
7:00 – 7:30 p.m.	Police
7:30 – 8:00 p.m.	Fire Services/Fire Capital





Saturday, November 19, 2011

8:30 – 9:00 a.m.	Public Works/Sanitation
9:00 – 10:00 a.m.	Fleet and Facilities Buildings
10:00 – 11:30 a.m.	Capital Projects
11:30 a.m. – 12:00 p.m.	Code Enforcement
12:00 – 12:30 p.m.	Lunch
12:30 – 1:00 p.m.	Library
1:00 – 2:30 p.m.	Parks and Recreation/Open Space Projects

Tuesday, November 29, 2011

6:30 – 9:00 p.m.	Follow Up Items and Revenue Issues
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Tuesday, December 6, 2011

6:30 – 9:00 p.m.	If necessary.
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Tuesday, December 13, 2011

6:45 p.m.	Budget Consideration.
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The next meeting of the EDF will take place in February 2012.

ADJOURNMENT:


Mr. Derr motioned, with Mr. Feldman seconding, to adjourn the meeting at 6:45 p.m.

VOTE ON MOTION


ALL YES

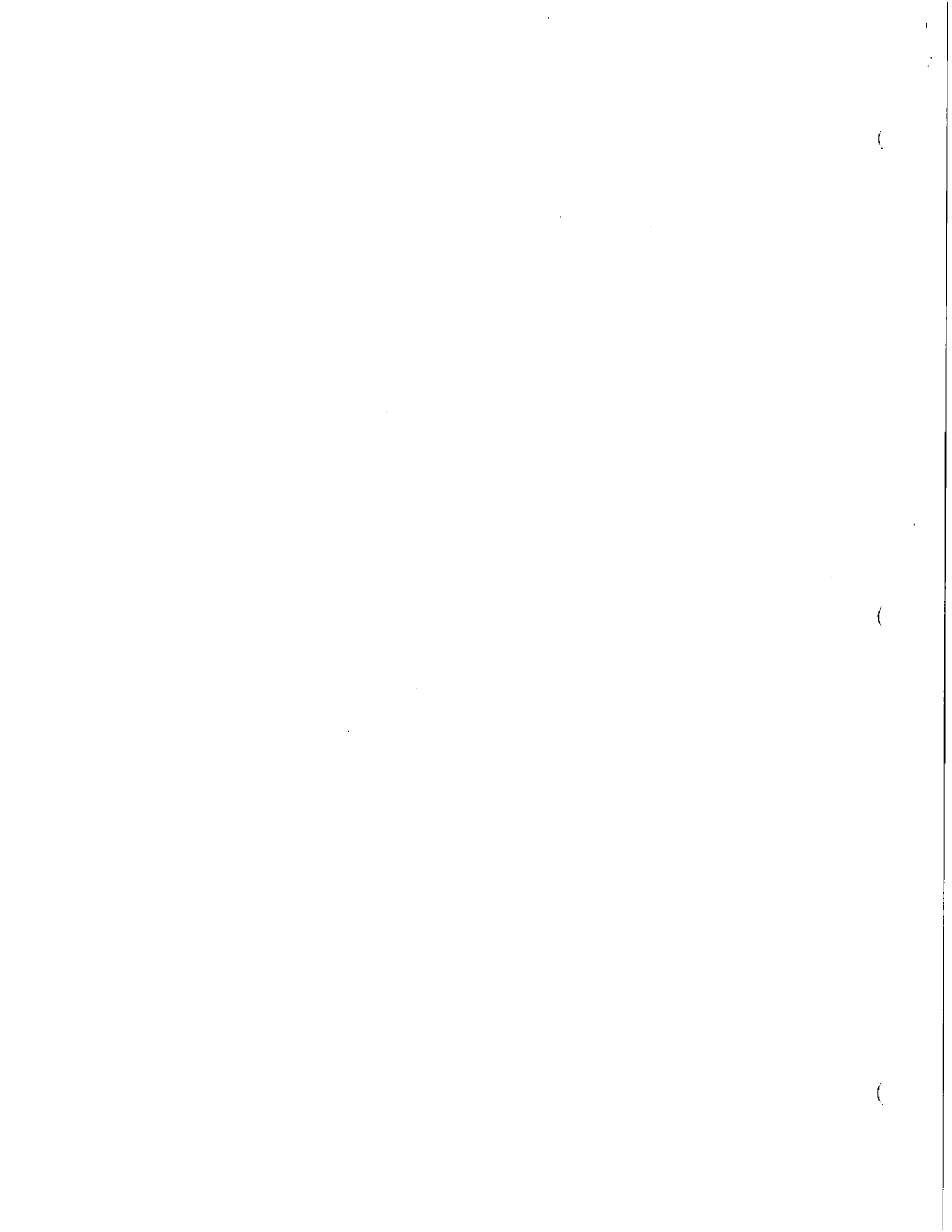
MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
Ronald Feldman, Chairperson



AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, FEBRUARY 7, 2012

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF NOVEMBER 1, 2011 MEETING WITHOUT READING

DISCUSSION ITEMS

- Update on Berkheimer collection of Earned Income Taxes
- Discuss \$3 million bond issuance budgeted for 2012 to fund neighborhood storm water projects and procedures for board project approvals
- Discuss 2011 financial statements and independent audit

ADJOURN

NEXT MEETING:

April 3, 2012

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A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, February 7, 2012, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski; Ronald Feldman and Chester Derr. Also present were Paul Leonard, Township Manager; and; Jonathan Bleemer, Finance Director. Commissioner John Minehart participated as part of the audience.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES NOVEMBER 1, 2011 MEETING WITHOUT READING:

Mr. Derr motioned; with Mr. Feldman seconding, to accept the Minutes of the November 1, 2011 meeting of the EDF without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Update on Berkheimer Collection of Earned Income Taxes (EIT):

Mr. Bleemer informed as follows:

- Starting in February 2012, Berkheimer has taken over collecting EIT for Upper Dublin Township.
- Finance Department personnel have been fielding questions from the public. Most questions are procedural.
- Payments will be made on a weekly basis. Therefore, the Township will be receiving its money faster under Act 32.

Discuss \$3 Million Bond Issuance Budgeted for 2012 to Fund Neighborhood Stormwater Projects and Procedures for Board of Commissioners (BOC) Project Approvals:

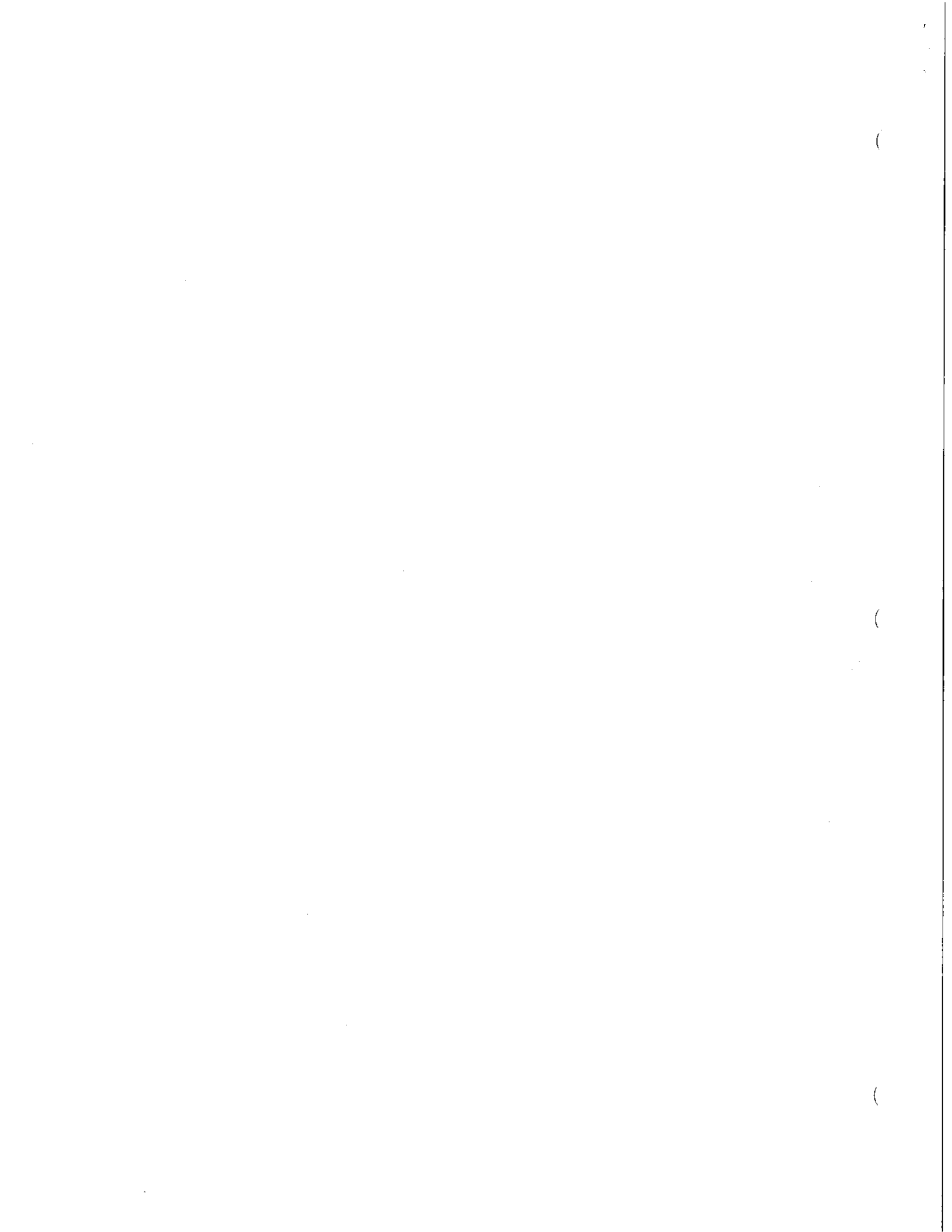
Mr. Bleemer commented as follows:

- The \$3 million bond issue will be used for neighborhood stormwater projects.
- Regarding the timing of the borrowing, Mr. Bleemer wants to wait a while longer to determine if additional funds are necessary at the same time for dams.
- The goal is to do one borrowing in 2012.
- The Township can always use Community Reinvestment Fund money and pay itself back when the official bond issue funds are received.
- When the Township does borrow the funds, it will be required to spend the money within 18 months.
- BOC approval must be obtained before the bidding process can begin.

Mr. Feldman agreed that there is no reason to go out for this money immediately. Said borrowing should be pushed off to the latter part of 2012.

Mr. Derr said the BOC definitely wants to get moving on these projects.

Mr. Leonard interjected that the \$3 million was anticipated for stormwater improvements. Some of the work can be done in-house.



Discuss 2011 Financial Statements and Independent Audit:

Mr. Bleemer noted the following:

- The 2011 books were closed this week. Revenues came in better than expected.
- The independent audit will begin in a few weeks.
- Presentation of the independent audit will be made to the BOC in May 2012.
- Bee-Bergvall's contract was renewed for an additional three years.
- Every employer in Montgomery County is required to withhold EIT taxes.
- The only individuals paying quarterly from now on will be those who are self-employed.
- Federal employers are exempt from withholding EIT.
- Federal employees will be required to pay quarterly estimates.

Mr. Feldman pointed out that an additional audit is usually required for federal money. The audit done by Bee-Bergvall will be about state money.

ADJOURNMENT:

Mr. Ropski motioned, with Mr. Derr seconding, to adjourn the meeting at 6:45 p.m.

VOTE ON MOTION

ALL YES

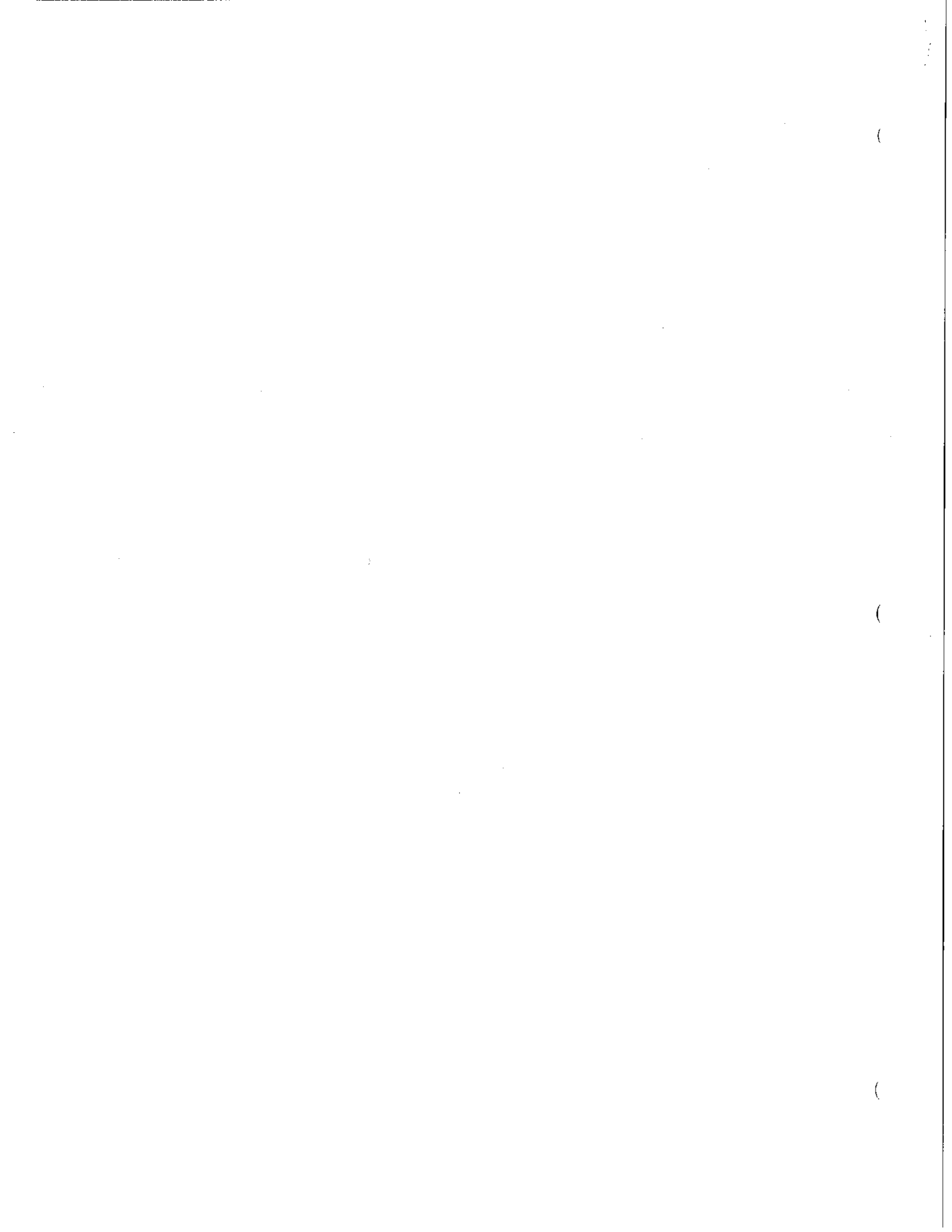
MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
\_\_\_\_\_  
Stanley Ropski, Chairperson





AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, APRIL 3, 2012

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF FEBRUARY 7, 2012 MEETING WITHOUT READING

DISCUSSION ITEMS

- Discuss Court Stipulations on HUB Properties Real Estate Tax Appeals
- Update on Berkheimer collection of Earned Income Taxes

ADJOURN

NEXT MEETING:

June 5, 2012

A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, April 3, 2012, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski, Chester Derr, and John Minehart. Also present were Paul Leonard, Township Manager; and Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES FEBRUARY 7, 2011 MEETING WITHOUT READING:

Mr. Derr motioned, with Mr. Minehart seconding, to accept the Minutes of the February 7, 2011 meeting without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Discuss Court Stipulations on HUB Properties Real Estate Tax Appeals:

The following discussion took place:

- Mr. Bleemer:
- Updated the EDF on where the Township stands on the four property appeals:
    - 535 Pennsylvania Avenue
    - 515 West Pennsylvania Avenue
    - 1035 Virginia Drive
    - 475 Virginia Drive
  - Three of the foregoing properties are owned by HUB.
  - 475 Virginia Drive was previously owned by HUB. It was sold at a value higher than what might have been agreed upon.
  - All four properties are located in the Fort Washington Office Park.
  - The appeals have been pending since 2002.
  - The original appeals were filed in 2002.
  - There have been draft agreements prepared by the Township Solicitor, Gil High, the property owner's solicitor, and the Upper Dublin School District's (UDSD) solicitor.
- Mr. Leonard:
- The foregoing are long-standing appeals in excess of ten years, and that is the reason the amounts are so high.
  - The UDSD had approved the settlement contingent upon the Township and Montgomery County (County).
  - The foregoing did not come up for consideration by the Board of Commissioners (BOC) or the County.
  - The only true test of value is the sale price of 475 Virginia Drive - \$7.4

million which was significantly higher than the appellants were suggesting in the course of their appeal.

Mr. Bleemer:

- The final numbers have not been set.
- The School Board intends to reconsider their approval and then renege on that approval.

Mr. Ropski: What happened to the Woods appeal?

Mr. Bleemer: There is an ongoing appeal pending at the present time.

Mr. Ropski: If any of these properties are well above the new assessed value, could the difference come back to the Township?

Mr. Leonard:

- There is an appeals process that must be followed.
- The BOC controls the millage from all properties throughout the Township.
- Market value is the best indicator.

Mr. Ropski: The EDF has been provided the numbers given regarding taxes, but not the assessment values.

Mr. Bleemer:

- The assessed values will be in the agreement. They were not provided to the EDF because the numbers will change.
- 475 Virginia Drive was assessed in the \$2.5-\$3 million range.

#### Update on Berkheimer Collection of Earned Income Taxes (EIT):

Mr. Bleemer informed as follows:

- Starting in February 2012, Berkheimer has taken over collecting EIT for Upper Dublin Township. Thus far, everything is working well with the transition to Berkheimer.
- The Finance Department is receiving first quarter payments on a weekly basis from Berkheimer as well as all information required.
- Once Berkheimer takes over all collections, it will be cheaper than if the Township were to do the collecting.
- Will continue to track the situation.
- Berkheimer sends out quarterly forms to every resident in Upper Dublin. Employers also receive the same information.

Mr. Leonard noted:

- There is a form that everyone must fill out to designate in which municipality a taxpayer lives.
- All municipalities are required to take payroll deductions.

When Mr. Derr asked what the current interest rate is on the Community Reinvestment Fund, Mr. Bleemer said he believes it is 1.5%-2%. He will obtain the correct information and forward it to the EDF.

Bond Issue Rates:

Mr. Bleemer is tracking bond issue rates. He informed as follows:

- While rates have slipped a bit, they are not moving much in either direction.
- The Township intends to go out for a bond issue sometime before the end of 2012.

ADJOURNMENT:

Mr. Derr motioned, with Mr. Minehart seconding, to adjourn the meeting at 6:40 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
Stanley Ropski, Chairperson

AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, SEPTEMBER 4, 2012

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF APRIL 3, 2012 MEETING WITHOUT READING

DISCUSSION ITEMS

- Update on Berkheimer collection of Earned Income Tax and Local Services Tax
- Discuss schedule for issuance of debt
- Discuss budget hearing schedule

ADJOURN

NEXT MEETING:

October 2, 2012

A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, September 4, 2012, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski, Chester Derr, and Ron Feldman. Also present were Paul Leonard, Township Manager; and Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF THE APRIL 2012 MEETING WITHOUT READING:

Mr. Derr motioned, with Mr. Feldman seconding, to accept the Minutes of the April 3, 2012 meeting without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

ANNOUNCEMENT:

Mr. Ropski wished his daughter a happy 18<sup>th</sup> birthday, and informed that she has already registered to vote and has her registration card in hand. He urged everyone 18 years or older to register to vote on November 6, 2012.

DISCUSSION ITEMS:

Update on Berkheimer Collection of Earned Income Tax (EIT) and Local Services Tax (LST):

Mr. Bleemer informed of the following:

- The EIT is about where it was last year at this time.
- Collections from Berkheimer started slowly for the first six months of the year.
- Berkheimer has paid the first quarter to Upper Dublin Township at the amount expected. The second quarter payments are still coming in.
- As of the end of August, approximately \$3,500,000 has been collected, which is equal to that collected last year at this time.
- The staff of the Finance Department has been reduced from 4 persons to 1 ½ at present. Next year, there will only be 1 staff member.
- The only account the Centax Bureau was retained by was Delaware County. However, Centax has not been complying with the act, and they have not been turning funds over. Therefore, as of this month, Berkheimer is taking over all of the Centax accounts.
- Upper Dublin has not gotten everything due to it from Delaware County, but Berkheimer is aware of it.
- One employee in the Finance Department is collecting EIT and LST.
- Collections of LST are on schedule also.
- Now concentrating on delinquencies in EIT and LST collections.

Mr. Leonard informed that surrounding municipalities such as Upper Moreland and Horsham have Real Estate Tax, EIT, and a Business Tax. Upper Dublin only has a Real Estate Tax and EIT.

Discuss Schedule for Issuance of Debt:

The following discussion took place:

- Mr. Bleemer:
- There are 2 items for which the Township would like to borrow funds:
    - \$3,500,000 for 2 water retarding structures, although the Township is not in a position to do so at the present time.
    - \$3,000,000 to fund a number of neighborhood stormwater projects. It would make sense to go after the \$3,000,000 now because many of the projects have already started, and interest rates are at historic lows at this time (approximately 3.5%).
  - Of the \$6,500,000 the Township has already funded, approximately \$4,000,000 was covered by the real estate tax increase in 2012. Up to the present time, the Township has spent \$250,000, and it is trying to get everything finished by the end of 2013.
- Mr. Feldman:
- Would it make more sense to borrow the entire \$6,500,000 at one time?
  - Suggested preparing for the issuance but not processing the paperwork until such time as the funding is needed.
- Mr. Leonard:
- The actual numbers are expected to be received from D'Huy in November.
- Mr. Bleemer:
- Can prepare for both \$3,000,000 and \$6,500,000 and wait and see what happens in the near future.
- Mr. Feldman:
- Is there anything that can be refinanced?
- Mr. Bleemer:
- No. Refinancing was done in 2011.
- Mr. Leonard:
- With the schedule, we know the dams will be coming off and our portion of it will be paid for within the next year. The BOC wanted the money spent while the interest rates are low.
  - Staff will get the paperwork done, and be prepared if interest rates trend up.
- Mr. Feldman:
- That's what he would do.
- Mr. Ropski:
- We don't want to spend all the money at once; do we?
  - Is there a time limit?
- Mr. Leonard:
- The BOC felt that \$3,000,000 was not a lot.
  - The in-house engineering solutions are working very well.
  - The Township is getting the projects done.
  - A number of detention projects including Rose Valley Creek are pretty significant.
- Mr. Feldman:
- How do we plan to pay for the potential work in the Fort Washington Office Park?

Mr. Leonard: That is a good question to ask of the CORE Committee.

Mr. Feldman: Right now, the Township is planning on hiring a consultant, planner, and potentially an engineer. What is the cost figure and how will the Township pay for it?

Mr. Leonard:

- From the Community Reinvestment Fund with some sort of capital investments from TDD, TDRs, etc.
- As requested by Mr. Feldman, he will run a total for the Committee.

Mr. Feldman: Wants to see if the Township pays it out of the Community Reinvestment Fund or will some of it come from a bond.

Discuss Budget Hearing Schedule:

It was decided to approach the entire BOC for their input as to when they want the all-day budget hearing to occur.

Mr. Feldman prefers a weekday all-day session rather than giving up a Saturday in November.

Discuss Section 3.3e of the Asset Purchase Agreement to Address the Upper Dublin Sewer Rate Issues:

The Township's Consultant, Howard Woods, completed a rough draft of the Asset Purchase Agreement, Section 3.3e to make sure everyone is on the same "page." If so, the Township can take the next step of allowing the attorneys to review the language to make sure it does what the Township wants it to do.

The draft language attempts to do three things:

1. Eliminate the "most favored nation" language that ties Upper Dublin Service Area rates to the lowest comparable rate charged by Bucks County Water and Sewer Authority (BCWSA).
2. Eliminate the "extraordinary circumstances" language that would allow BCWSA to impose surcharges on Upper Dublin Service Area customers for certain expenses.
3. Set out the procedure to merge the Upper Dublin and Fort Washington Office Park service areas tariff rates into the Retail Service Area rates charged by BCWSA.

The rate adjustments proposed in the draft are also set out in an Excel spreadsheet. The language in the draft simply shows what will happen beginning in January 2015 when the Langhorne rate covenant expires. Here, Upper Dublin rates are merged into the Retail Service Area tariff in three steps. The intent is to eliminate the Upper Dublin and Fort Washington tariffs so that the only surviving tariff is the Retail Service Area tariff. So, with the rate changes implemented on January 2015, January 2016 and January 2017, there will no longer be a distinction between BCWSA Retail Service Rates and what is billed in Upper Dublin – the tariff groups will be fully merged.

The spreadsheet is set up to show what would happen if there are BCWSA rate increased along the way. One can alter the highlighted values in row 9 on the first tab to see the impact of different rate adjustments.



It was suggested that the entire BOC consider Mr. Woods' recommendations.

Upper Dublin's future rates will depend on BCWSA's purchase deals.

The recommendation is to trade for rate equalization.

The FWOP could see a drop in their rates. Mr. Leonard will provide the PSWS with a spreadsheet of average usage and costs before and after.

Mr. Woods will be asked to present to the BOC in October.

Mr. Leonard's concern is that over a 12 year period, the most significant complaints received have been when there have been changes in the bills and when customers see spiking. Will obtain more facts for the Committee.

ADJOURNMENT:

Mr. Derr motioned, with Mr. Feldman seconding, to adjourn the meeting at 7:00 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
\_\_\_\_\_  
Stanley Ropski, Chairperson

AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, FEBRUARY 5, 2013

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF SEPTEMBER 4, 2012 MEETING WITHOUT READING

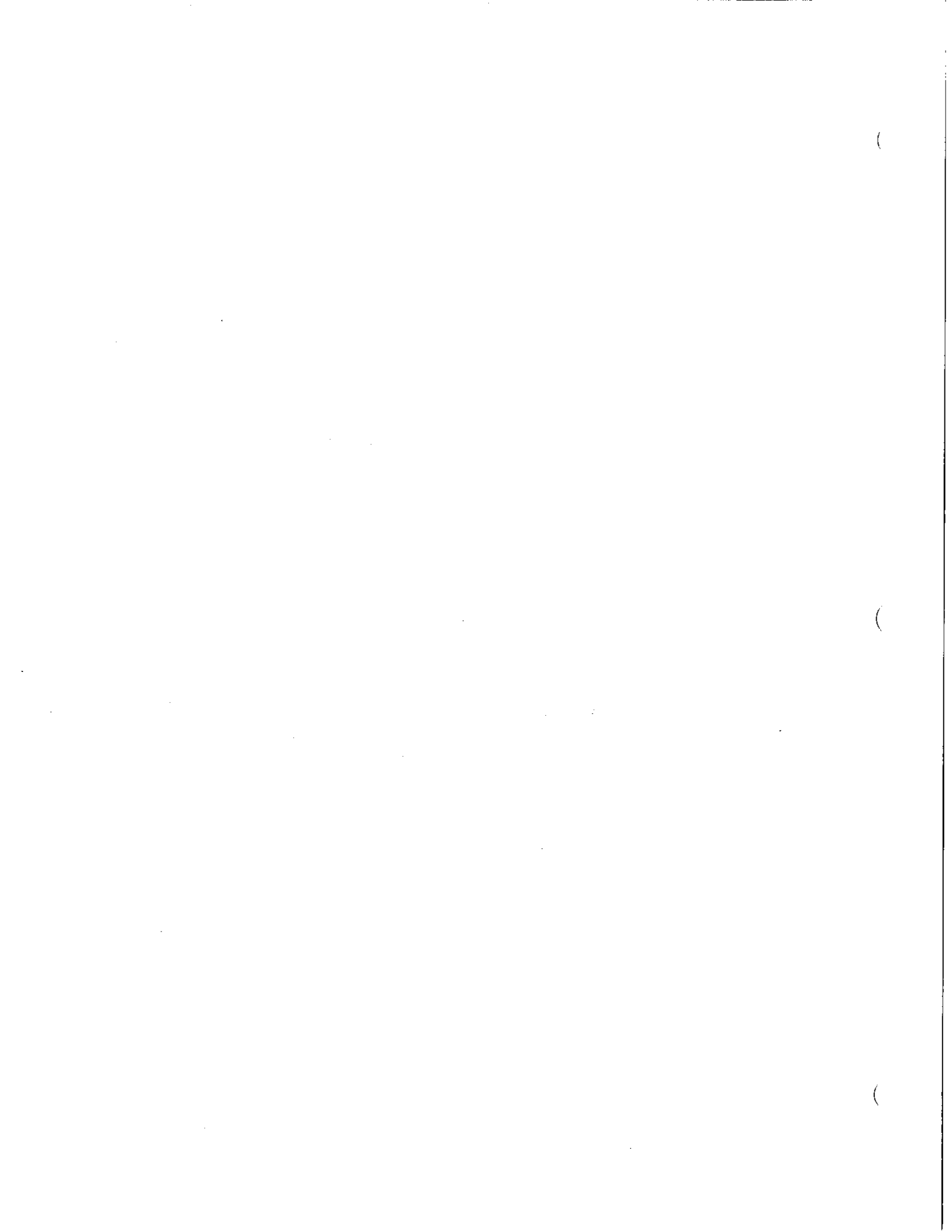
DISCUSSION ITEMS

- Discuss contract with Hough Associates
- Discuss schedule for issuance of debt
  - Neighborhood Stormwater Projects
  - Balance of Flood Retarding Structure Budget

ADJOURN

NEXT MEETING:

April 2, 2013



A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, February 5, 2013, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski, Chester Derr, and Ron Feldman. Also present was Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF THE SEPTEMBER 2012 MEETING WITHOUT READING:

Mr. Derr motioned, with Mr. Feldman seconding, to accept the Minutes of the September 4, 2012 meeting without reading.

VOTE ON MOTION                      ALL YES                      MOTION CARRIED

DISCUSSION ITEMS:

Discuss Contract with Hough Associates:

Mr. Bleemer informed as follows:

- Hough Associates (Hough) proposes to handle the filling of the Township's 904 Recycling Performance Grant, starting with the data collection of 2012 tonnage and the filing of the application in June 2013.
- The benefit of contracting with Hough is the potential for greater grant awards by benefiting from their expertise in the field of data collection and filing a joint application with other municipalities.
- Hough has been very successful in grant writing for other municipalities, and Mr. Bleemer has obtained good reviews from those who have benefited from their services.
- The contract is for one year. After the first year, the Township can opt to renew the contract, sign a flat fee contract, or sign a mixed contract where the Township pays a smaller fee and a percentage of the grant increase.
- The first year with Hough, Upper Dublin Township would split the increase of grant money 50/50 above a baseline of \$72,000 (the estimated 2011 award).
- Hough files as a group, and the various municipalities receive bonus points.
- Hough agreed to cap their fee at \$15,000. Therefore, if they were to go above \$30,000, the Township would get 100% after that.

Mr. Feldman motioned, with Mr. Derr seconding, to submit the contract with Hough Associates to the Board of Commissioners (BOC) for approval at the Stated Meeting on February 12, 2013.

VOTE ON MOTION                      ALL YES                      MOTION CARRIED

Discuss Schedule for Issuance of Debt for Neighborhood Stormwater Projects and the Balance of the Flood Retarding Structure Budget:

The EDF was provided with a Bloomberg.com article showing where municipal bonds stand at the present time.

The EDF was also given a Budget of Flood Retarding Systems (see below) that shows where the Township stands, what has been spent as of December 31, 2012, and showing that the Township will be needing an additional \$3,500,000 to finish the project.

BUDGET FOR FLOOD RETARDING SYSTEMS

Sources of Funds	Budget	Actual 12-31/12
H2O Grant	11,800,000	1,180,891
Bond Proceeds	3,500,000	
<b>TOTAL SOURCES</b>	<b>15,300,000</b>	<b>1,180,891</b>

Uses of Funds	Budget	Actual 12-31/12
Construction	9,450,000	
Staging Lease	50,000	
Upstream Dam Removal	50,000	
Land Acquisition	1,500,000	
Easements		75,300
Appraisals		9,500
Environmental		12,654
Design and Engineering:		
D'Huy	900,000	65,916
URS	1,180,891	1,180,891
URS	694,109	568,669
Metz	75,000	60,347
Audit and Grant Management	883,000	192,134
Legal and Administrative	100,000	450
Legal		37,689
<b>TOTAL USE OF FUNDS</b>	<b>14,883,000</b>	<b>2,203,549</b>
Contingency (3% of Budget)	417,000	
<b>TOTAL USES</b>	<b>15,300,000</b>	<b>2,203,549</b>

Mr. Bleemer explained as follows:

- Staff is looking at the possibility of borrowing \$3,500,000 for the dam project and another \$3,000,000 for the neighborhood stormwater projects that were approved during the past two budget processes.
- The Township has spent approximately \$300,000 to date on the neighborhood stormwater projects. A number of projects are slated to start within the next few months. Additional information will be provided at the Stated Meeting on February 12<sup>th</sup>.
- The current interest rate is approximately 2%.
- The Township will most likely go out for a 20-25 year borrowing of municipal funds.
- There are two ways to go through the process of borrowing municipal funds – a negotiated deal or through a competitive borrowing process.

- Over the past few years, the Township has gone to competitive bidding.
- The article referred to above states that the negotiated deals seem to be cheaper.
- A negotiated deal is one where the underwriter is chosen beforehand. It can be done through an RFP, interviews, or via a letter of intent. One works with them at a fixed rate, and they prepare all of the necessary documents.
- In the competitive process, the Township would use a financial advisor that they have worked with in the past, and the advisor would actually auction the bonds off at a set certain date.
- The Township has a 2010 bond issue at 4% interest that can be refinanced to save over \$100,000.

Mr. Bleemer made the following recommendations:

- Trying a negotiated deal this time because it seems that the costs are lower.
- The Township could get started now to determine what kind of process to take to select the underwriter.
- Asking for letters of interest that would include the fixed rate the underwriter will charge.
- The BOC will be apprised of information obtained and what Mr. Bleemer's recommendations are at that time.
- The entire underwriter selection process is expected to take until April if the process is commenced in the near future.
- The only other issue that could be refinanced is one the Township did in 2011. Mr. Bleemer noted that:

Mr. Bleemer informed of the following:

- There is one older bond issue that was run through the Delaware Valley Refinancing Authority. However, they are a bit "shaky" as to how it could be refinanced.
- There are different criteria that one must follow through on.
- It does not look as if the Township would save any money (even though the interest rate is approximately 4%) because it was a loan rather than a straight bond issue.
- Staff looked at the foregoing as recently as the 2012 budget process, and determined it would not pay to refinance.
- Upon Mr. Ropski's suggestion, he will look into the possibility of paying off the foregoing loan.

ADJOURNMENT:

Mr. Derr motioned, with Mr. Feldman seconding, to adjourn the meeting.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

  
 Louise S. Birett, Recording Secretary

Attest:

  
 Stanley Ropski, Chairperson

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AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, APRIL 2, 2013

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF FEBRUARY 5, 2013 MEETING WITHOUT READING

DISCUSSION ITEMS

- Discuss schedule for issuance of debt
  - Neighborhood Stormwater Projects
  - Balance of Flood Retarding Structure Budget
- Discuss authorization for use of procurement card issued by PLGIT
- Discuss appointment of Upper Dublin Township Treasurer effective 1/1/2014

ADJOURN

NEXT MEETING:

June 4, 2013



A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, April 2, 2013, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski, John Minehart, and Ira Tackel. Also present were Paul Leonard, Township Manager, and Jonathan Bleemer, Finance Director. Commissioner Derr arrived in time for the final discussion of the evening

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF THE FEBRUARY 5, 2013 MEETING WITHOUT READING:

Mr. Ropski motioned, with Mr. Minehart seconding, to accept the Minutes of the February 5, 2013 meeting without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Discuss Schedule for Issuance of Debt for Neighborhood Stormwater Projects and Balance of Flood Retarding Structures Budget:

The schedule for issuance of debt was presented by Mr. Bleemer. The schedule includes:

- A preliminary statement being prepared in April.
- A field visit by Moody's in May. Hoping to improve on the Township's "very good" rating to an "excellent rating."
- Credit rating in May.
- Presentation to the Board of Commissioners (BOC) at Stated Meeting in May. Hoping for approval of approximately \$6.6 million broken down as:
  - \$3 million for neighborhood stormwater projects (a two or three year cycle wherein ten projects will be completed in the various neighborhoods).
  - Approximately \$3.5 million to complete the Township's dam projects (total of \$15 million project). Received a grant for all but approximately \$3.5 million of that cost.
  - Amount to be determined somewhere in the range of \$250,000 to install a traffic signal.

The Township is looking to refinance a portion of one of its existing bonds which was issued in 2010 at a current interest rate of almost 4%. The Township wishes to stay under the base of \$10 million. If the Township went over \$10 million, the rules change with the state and federal governments.

Mr. Bleemer has been in contact with PFM to prepare statements and guide the Township through this process.

Mr. Bleemer also advised that rates are beginning to creep up, therefore now is the time to consider a bond issue. He will continue to watch the market before choosing the actual date to go out and borrow the money.

To borrow \$6.6 million, there are fees involved for the underwriting, advertisements, etc. Those fees will come out of the proceeds of the bond.

Discuss Authorization for Use of Procurement Card Issued by Pennsylvania Local Government Investment Trust (PLGIT):

Mr. Bleemer explained as follows:

- Members of the PLGIT include school districts and municipalities across Pennsylvania.
- PLGIT acts as a bank and a borrowing institution for local governments as well as a savings institution.
- PLGIT is offering a procurement card whereby the Township can purchase routine items that are currently being purchased on an American Express card for which there is a much higher interest rate.
- PLGIT also offers cash back at approximately 1% depending on the volume of all purchases.
- The PLGIT card can be restricted in many ways. A determination can be made as to who gets a card, what an employee's limit is on the card, and limitations on the vendors that can be used.
- The PLGIT procurement card would essentially replace the American Express Card. Expenses on said card average \$2,000-\$3,000 per month.
- There are no fees involved with the PLGIT procurement card.

Mr. Tackel suggested that staff look into other credit card companies and corporate programs whose benefits may be even more advantageous.

This matter will be reviewed again at the EDF meeting in June.

Discuss Appointment of Upper Dublin Township Treasurer Effective 1/1/2014:

Mr. Bleemer explained:

- Traditionally, the Township Treasurer and Tax Collector has been the same person.
- The Commonwealth of Pennsylvania has now determined that the two positions can be separate.
- While the Tax Collector position is filled by an elected official, the Treasurer position is appointed.
- The main responsibility of the current Treasurer position is to sign all checks.
- If the Tax Collector were appointed Treasurer and lost an election for Tax Collector, she has the option of continuing the Treasurer position or not as the case may be.

NOTE: MR. DERR ARRIVED TO ATTEND THE MEETING AT THIS POINT.

Mr. Leonard suggested consideration of Mr. Bleemer being appointed Treasurer depending on the cost issues. While Mr. Bleemer has been bonded, there would probably be a higher bond

level required if he were appointed as Treasurer. The question is what type of controls the BOC would like to place on the Treasurer's position.

**Decision of the EDF:** The Tax Collector is to be appointed Treasurer of Upper Dublin Township via Resolution to be drawn up by the Township Solicitor.

Discuss Township Independent Audit for 2012:

The auditors will be ready to present to the BOC at the Stated Meeting in June.

ADJOURNMENT:

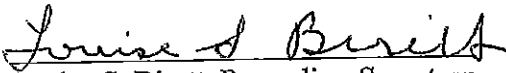
Mr. Tackel motioned, with Mr. Minehart seconding, to adjourn the meeting.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
\_\_\_\_\_  
Stanley Ropski, Chairperson

AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, JUNE 4, 2013

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF APRIL 2, 2013 MEETING WITHOUT READING

DISCUSSION ITEMS

- Discuss Sale of General Obligation Bonds
- Discuss – Status of EIT and LST Collections

EXECUTIVE SESSION

- Township Personnel Matter

ADJOURN

NEXT MEETING:

August 6, 2013

A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, June 4, 2013, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski, Ronald Feldman and Chester Derr. Also present were Paul Leonard, Township Manager, and Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF THE APRIL 2013 MEETING WITHOUT READING:

Mr. Derr motioned, with Mr. Ropski seconding, to accept the Minutes of the April 2, 2013 meeting without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

The EDF entered into executive session to discuss a Township personnel matter and then completed their business as part of that executive session. Therefore, there are no recorded minutes.

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
Stanley Ropski, Chairperson

AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, OCTOBER 1, 2013

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF JUNE 4, 2013 MEETING WITHOUT READING

DISCUSSION ITEMS

- Discuss – Appointment of and compensation to Township Treasurer
- Discuss – Pension Resolution to adopt market value method
- Discuss – 2014 Budget Hearing schedule

ADJOURN

NEXT MEETING:

A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, October 1, 2013, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski, Ron Feldman, and Chet Derr. Also present were Paul Leonard, Township Manager, and Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF THE JUNE 4, 2013 MEETING WITHOUT READING:

Mr. Feldman motioned, with Mr. Derr seconding, to accept the Minutes of the June 4, 2013 meeting without reading.

VOTE ON MOTION                      ALL YES                      MOTION CARRIED

DISCUSSION ITEMS:

Discuss the appointment of and compensation of a Township Treasurer:

Mr. Bleemer stated that the Commissioners have been provided a copy of a letter from Gil High that discusses a new law that the Township must appoint a Township Treasurer separate from the Tax Collector. Mr. Bleemer stated that the Board previously discussed appointing Leslie Nylund as the Township Treasurer and would like to discuss an increase in her current salary of \$10,000 if she were to accept the position of Township Treasurer.

The following discussion took place:

- Mr. Feldman: Would volunteer or recommend Mr. Ropski for the position. Stated he would prefer that a Commissioner take the position and be appointed every two years.
- Mr. Leonard: Stated that one of the duties would be to review, approve, and sign all checks. Stated that the Board had previously discussed that they would be comfortable with Ms. Nylund taking this responsibility and also stated that the Treasurer would need to be properly insured.
- Mr. Bleemer: The position could be any individual and did not have to be linked to the Tax Collector position. The compensation would be separate from the salary of any other position.
- Mr. Leonard: Some townships appoint a salaried employee and add the tasks of the Treasurer to the position.
- Mr. Derr: Agrees with Mr. Feldman and would like more people reviewing.
- Mr. Leonard: As Tax Collector, Ms. Nylund only sees revenues. As Treasurer, she would see invoices.
- Mr. Feldman: Recommended appointing Mr. Ropski as Treasurer.

The Commissioners agreed to discuss the Township Treasurer appointment further at the next Stated meeting.

Discuss a Pension Resolution to adopt market value method:

Mr. Bleemer stated that if the Pensions are switched from asset smoothing to market value, there is quite a bit of savings. Mr. Bleemer stated that the Township went to asset smoothing when the market was bad because it makes more sense in a down market. The method can be switched every two years.

Mr. Leonard explained that the actuary recommended that by switching to market value, the Township can reduce its MMO by approximately \$500,000.

Discuss the 2014 Budget Hearing schedule:

Mr. Bleemer suggested holding a single Saturday hearing on November 23, 2013. Mr. Ropski stated that the Commissioners will each have items that they would like included in the budget.

ADJOURNMENT:

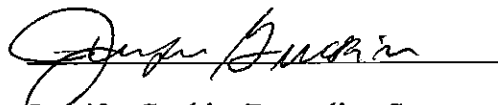
Mr. Derr motioned, with Mr. Feldman seconding, to adjourn the meeting.

VOTE ON MOTION

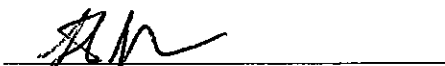
ALL YES

MOTION CARRIED

Respectfully submitted,

  
Jennifer Guckin, Recording Secretary

Attest:



Stanley Ropski, Chairperson



**AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, FEBRUARY 4, 2014**

**PLEDGE OF ALLEGIANCE**

**MOVE TO ACCEPT MINUTES OF OCTOBER 1, 2013 MEETING WITHOUT READING**

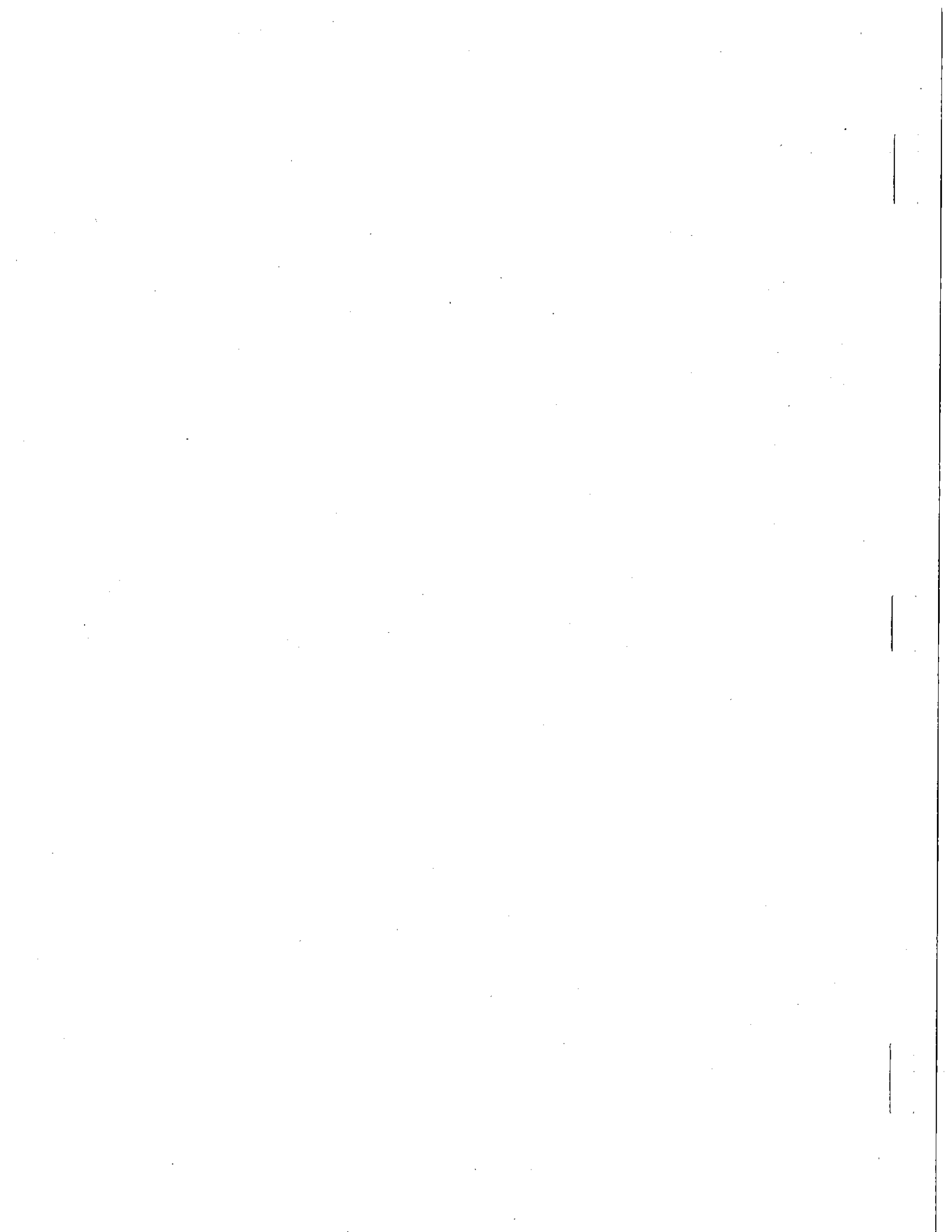
**DISCUSSION ITEMS**

- Discuss – Games of Chance Legislation
- Discuss – Cell Tower Lease Agreements
- Discuss – Status of H2O Grant
- CORE Committee Funding

**ADJOURN**

**NEXT MEETING:**

April 1, 2014



A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, February 4, 2014, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski, Ronald Feldman and Chester Derr. Also present were Paul Leonard, Township Manager, and Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF THE OCTOBER 1, 2013 MEETING WITHOUT READING:

Mr. Derr motioned, with Mr. Ropski seconding, to accept the Minutes of the October 1, 2013 meeting without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Discuss Games of Chance Legislation:

Mr. Ropski suggested and the members of the EDF decided to table discussion this evening in order to gather additional information on this proposed legislation. Further discussion will take place at the next EDF meeting in April 2014.

Discuss Cell Tower Lease Agreements:

In a memorandum addressed to the EDF, Mr. Bleemer set forth the following comments:

I received a solicitation from and met with a representative of Unison Site Management, a company that offers to buy out existing cell tower lease agreements. I've received a few such solicitations over the years, but wanted the committee to be appraised of a potential offer for a one time revenue source.

Companies of this type typically offer a buy-out equal to about 10 to 12 years of cell tower lease revenue streams. Upper Dublin currently receives about \$ 150,000 annually from direct and colocation leases on the three cell tower sites on Township property.

Unison, and others, argues that this revenue stream may dry up in the future as cell phone companies merge and the co-location lease revenues are reduced. We have not seen this happen yet and actual receive 2% to 3% annual rate increases that are part of our lease agreements.

I recommend that this type of offer remain as a Township back burner option but not to enter into any negotiations at this time.

Set forth below are the 2013 revenues from the three sites:

Burn Brae Cell Tower \$ 14,780 (old lease with no subleases)

Delaware Avenue Cell Tower \$93,707

Township Building Cell Tower \$41,326

The EDF decided to agree with Mr. Bleemer's evaluation and not enter into any negotiations at this time.

Discuss Status of H2O Grant:

Mr. Bleemer explained as follows:

- Through the end of 2013, the Township has received \$2 million of the \$11.8 million available.
- The Township has identified approximately \$400,000 that will be spent between now and the end of the grant.
- Staff is in the process of deciding how to spend the balance of the grant monies.
- There may be some money left on the table. Said amount may be in the range of \$100,000 out of the \$11.8 million. The Township does not have an exact number at this point because it is under budget in certain areas. A special audit is required, and it is reimbursable.
- It is estimated that the total cost for the two water retarding dams will be \$14.5 million. The cost to the Township will be under \$3 million.
- The Township borrowed \$3.3 million via a bond issue.

Mr. Leonard commented:

- The funds which will be returned are nominal.
- Staff believes it will be in the Township's favor that some money be returned and that the funds will be handled properly in the eyes of the grant holders.
- What the grant will not cover is land acquisition and the preparation of the land to get it ready for easements.
- Engineering has also been capped at \$1.6 million. URS has asked for approximately \$80,000- \$90,000. In a number of interactions with staff, the Township has said "no" because it is believed that said estimate is beyond the agreed upon amount.
- While URS continues to send invoices, and staff has given them some outlines of what it is believed might possibly justify it, they have not provided that information.

CORE Committee Funding:

Mr. Leonard explained:

- The CORE Committee took a proposal in from Bohles, Smyth Engineering within the last two weeks.
- The committee will be meeting at the end of February.
- They have some of the work defined but not all of the numbers as yet.
- The funding source for the above will potentially be the most recent real estate transfer which must be approved by the Board of Commissioners (BOC).

- Have also received word that there are some Federal grants that might be available for transportation funding.
- Staff has had conversations with John Espenshade from the McCullough Group who have a number of other leads.

Report on Year-End 2013 Budget:

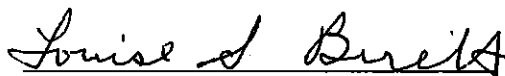
Mr. Bleemer advised:

- Staff is now ready to close the books on 2013.
- In the General Fund, there will be approximately a \$300,000 balance greater than expected. He recommended to the EDF that \$150,000 of that balance be earmarked for the 2015 Pension Fund.
  - Mr. Derr suggested looking at the numbers related to snow removal this year, and then use the remaining amount toward the 2015 Pension Fund.

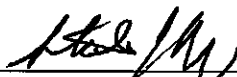
ADJOURNMENT:

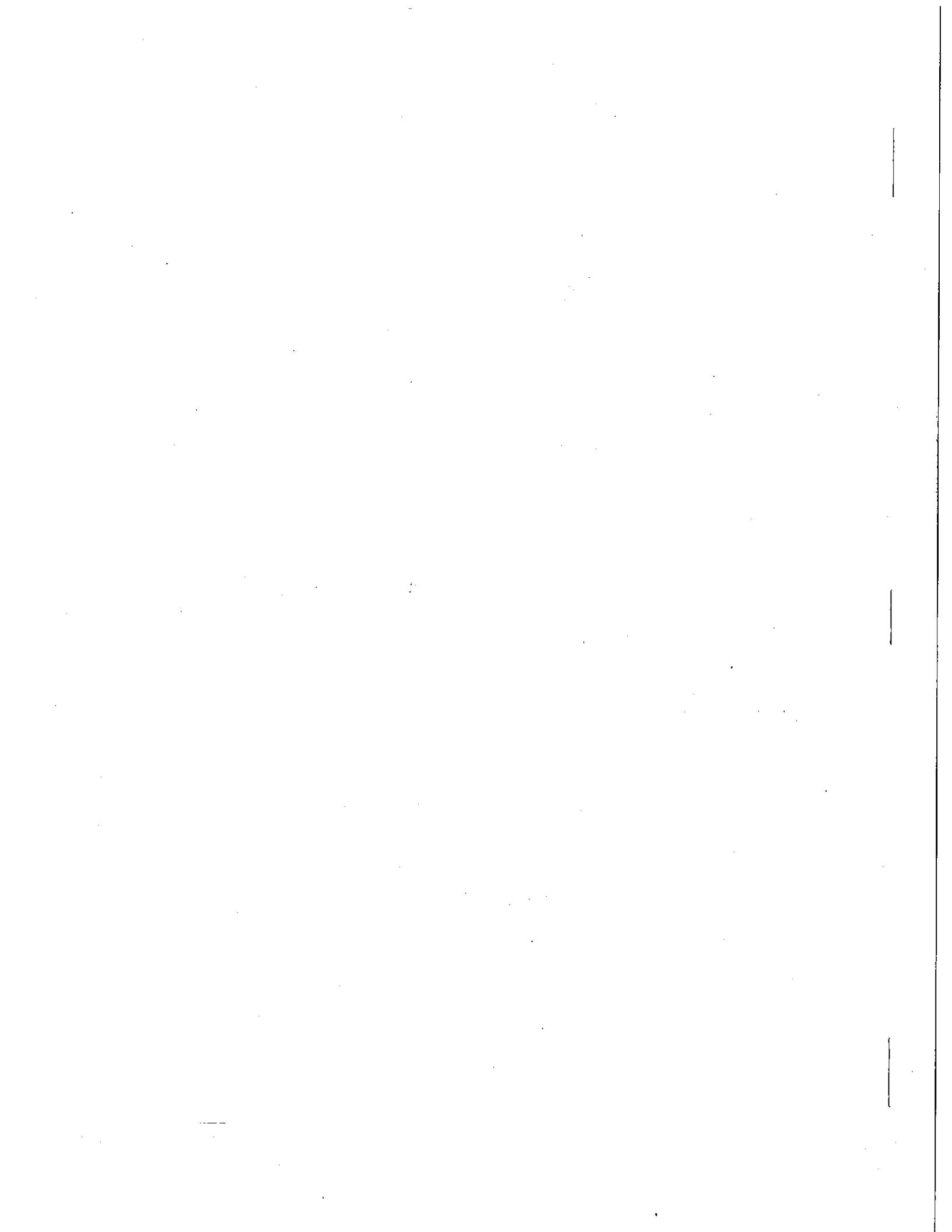
Mr. Feldman motioned, with Mr. Derr seconding, to adjourn the meeting.

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
Stanley Ropski, Chairperson



**AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, APRIL 1, 2014**

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF FEBRUARY 4, 2014 MEETING WITHOUT READING

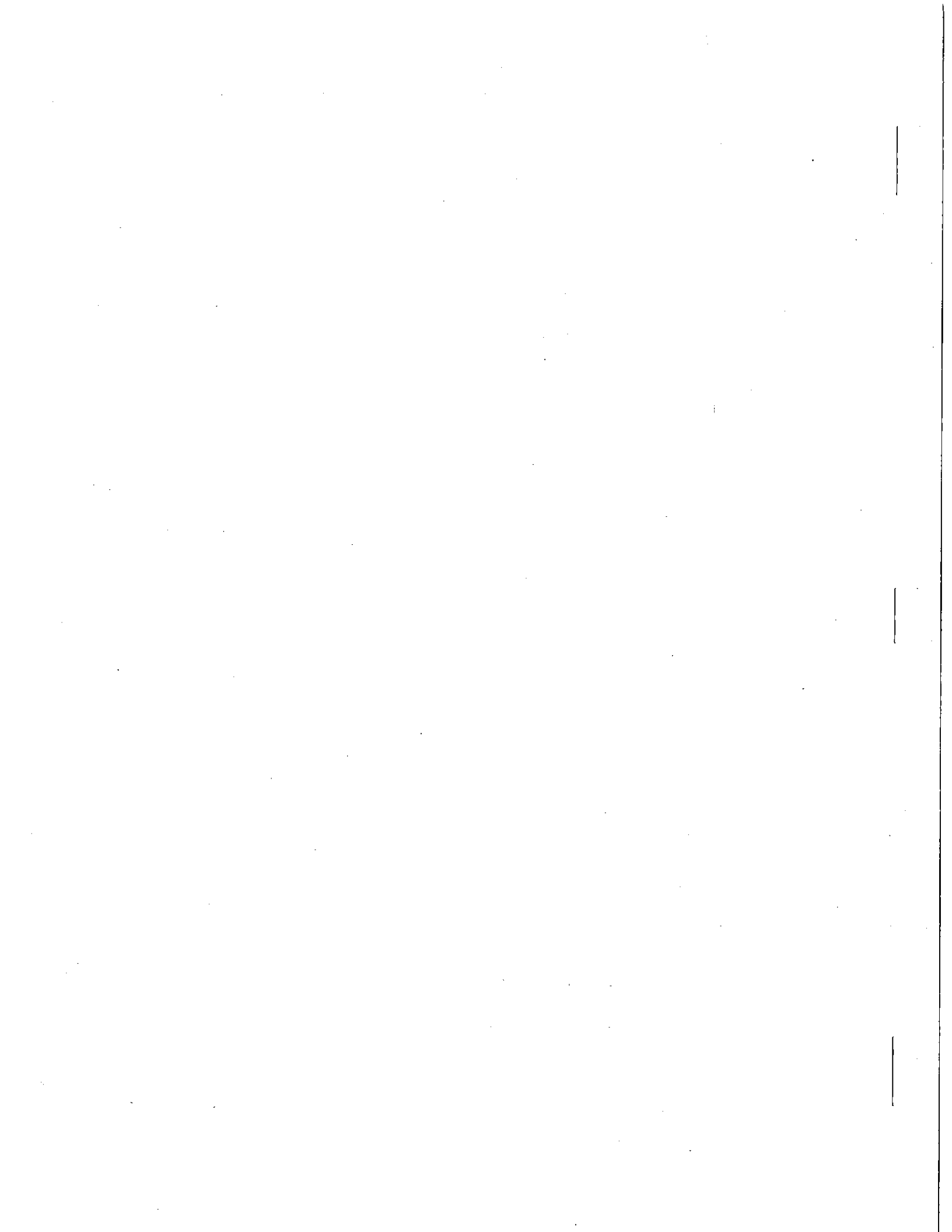
DISCUSSION ITEMS

- Discuss – Real Estate Transfer Tax Revenues from Commercial Sales
- Discuss – Ordinance: Code Enforcement Fee Changes

ADJOURN

NEXT MEETING:

June 3, 2014





A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township was held on Tuesday, April 1, 2014, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski, Chester Derr, and John Minehart. Also present were Paul Leonard, Township Manager; Jonathan Bleemer, Finance Director; and Jerry Smith, Public Works Administrator.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF THE FEBRUARY 4, 2014 MEETING WITHOUT READING:

Mr. Derr motioned, with Mr. Minehart seconding, to accept the Minutes of the February 4, 2014 meeting without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Discuss - Real Estate Transfer Tax Revenues from Commercial Sales:

In a memorandum dated March 27, 2014 to the EDF, Mr. Bleemer stated as follows:

During the budget hearings last year, the issue of depositing real estate transfer tax revenues into the Office Park fund from commercial property sales was discussed.

My understanding of what was agreed upon was that proceeds from the sales of the Liberty properties would be deposited into the Office Park fund and that proceeds from other Office Park property sales would be discussed at a further date.

Attached is a copy of the hearing minutes. All Liberty property sales have been settled and all revenue, totaling \$536,041, has been deposited into the Office Park Fund. Since there have now been a few sales of other commercial properties, the question of where to apply real estate tax revenues from other Office Park property sales should now be addressed. All funds from these sales can be deposited into the Office Park Fund but that would increase the risk of a revenue shortfall in the general fund.

My recommendation is that all revenue from the sales of other Office Park properties goes into the general fund until we reach our real estate transfer revenue budget estimate for the year. Any amounts that put us in excess of the general fund transfer tax budgeted revenue would then go to the Office Park fund.

The EDF agreed with Mr. Bleemer's recommendations.

Discuss - Ordinance: Code Enforcement Fee Changes:

In a memorandum dated March 27, 2014, Richard Barton, Code Enforcement Director, outlined the proposed changes to the Code Enforcement Fee Schedule:

Chapter 110 of the Township Code contains the Fees that are charged for many of the Township's services. The last major revision was in January 2010 (Ordinance No. 10-1226).

During the 2014 Budget hearings, it was recommended that our Fee Schedule be revised to increase revenues this year, while at the same time changing certain fees as necessary. The goal is to take advantage of a significant amount of new construction that is likely over the next 2 to 3 years, while keeping fees reasonable for the renovation of existing homes. This memo summarizes our recommendations:

New Buildings - Residential (single family dwellings, townhouses):

Increase fee from \$350 to \$400 for the first 1,500 sq. ft. + \$150 each additional 500 sq. ft. or fraction thereof + \$75 plan review fee.

New Buildings - Accessory buildings, detached garages:

Retain current fee of \$350 for the first 1,500 sq. ft. + \$150 each additional 500 sq. ft. or fraction thereof.

Subdivision and Land Development:

Increase the escrow for residential projects from \$600 to \$750 per lot.

Plumbing permits:

1. Fixtures in new construction: \$ 100 for the first ten fixtures; increase from \$20 to \$25 for each additional fixture.
2. Alterations: increase from \$20 to \$25 per fixture.
3. Replacements: increase from \$20 to \$25 per fixture
4. Sewer lateral connection, tapping, re-installation or repair: increase inspection fee from \$20 to \$30.

Housing permits:

1. For apartment houses, increase from \$30 to \$50 per building, plus increase from \$20 to \$25 per unit every 2 years.
2. For motel or hotel rooms, establish a fee of ? per room every 2 years.

Highway Occupancy Permits:

1. Curbs - Residential - increase from \$75.00 to \$90.00. For Commercial - increase from \$70.00 plus \$4.00/10 feet to \$90.00 plus \$5.00/10 feet.

2. Sidewalks - Residential - increase from \$75.00 to \$90.00. For Commercial - increase from \$70.00 plus \$4.00/10 feet to \$90.00 plus \$5.00/10 feet.
3. Street Opening - \$90.00 plus \$5.00/1 feet.

Grading Permit Fees:

1. Application & Initial Review - increase from \$65.00 to \$80.00.
2. New Homes - increase from \$300.00 to \$400.00.
3. Home Additions - <or = 400 SF increase from \$65.00 to \$120.00. If > 400 SF would be \$300.00.
4. Garage Detached - <or = 400 SF increase from \$65.00 to \$120.00. If > 400 SF would be \$300.00.
5. Decks - open construction - New = <or = 400 SF would be \$100.00. If > 400 SF would be \$150.00. If replacement deck with no patio or slab underneath and therefore no change to the impervious coverage, a grading permit will not be necessary. If there is a patio or slab underneath the replacement deck or a change to the impervious coverage, the fee will increase from \$55.00 to \$60.00.
6. Walkways/Steps - no change for new work. Replacement fee will go from \$55.00 to \$60.00.
7. In-Ground Pool - \$275.00.
8. Gardens (raised) - beds - increase from \$55.00 to \$60.00.
9. Stormwater Management - including swales, berms and diversions - \$225.00 (subject to further review).

Special Reviews:

1. Increase the cost of a Zoning certification letter from \$100 to \$150.
2. For a Notice of Preliminary Opinion under the Municipalities Planning Code,
3. charge \$300 plus the cost of advertisement.
4. Increase the fee for a Conditional Use application from \$500 to \$1,000. Residential roofing permits
5. While the Department, along with Public Works, is prepared to recommend increases in certain permit fees, we also believe that permits for residential roofing work should be decreased. The principle of a fee is that it should have a reasonable connection to the time and labor needed to process the permit. For the majority of building permits, the fee is set to reflect the time to review the permit application as well as the necessary inspections during and at the close of construction (for a Use and Occupancy permit). In 2013 there were 249 residential roofing permits issued, and 14 of these had permit fees ranging from \$500 to \$900. Permits for roofing are required in order to verify that proper materials are being used and that the roof is being constructed or repaired to code. However, our inspectors do not climb onto roofs to inspect the workmanship. Given that comparatively less time is spent on a

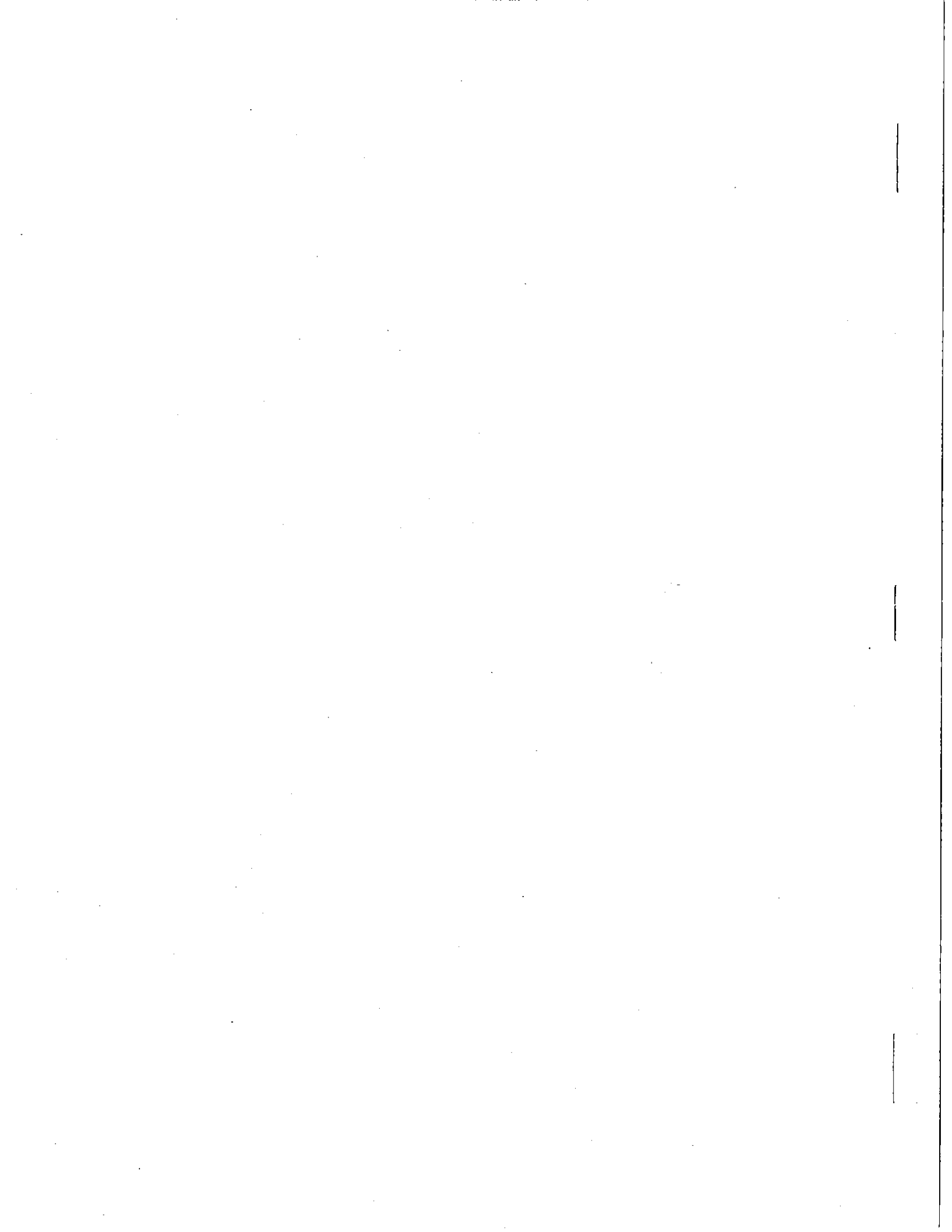
roofing permit in relation to other construction permits, we believe the fees for residential roof work should be reduced from the current \$25 per \$1,000 cost or fraction thereof to \$25 for the first \$1,000 of cost plus \$10 for each additional \$1,000 or fraction thereof.

A permit for a \$14,000 roof job which cost \$350 last year would now cost \$155, and a permit for an \$8,000 job which cost \$200 in 2013 would now cost \$95.

The following discussion took place:

- Mr. Bleemer:
- Fees were discussed at budget time.
  - Staff was asked to take a look at the fees and come back before the EDF with proposed changes.
- Mr. Leonard:
- The Board of Commissioners (BOC) has not looked at the fees for four years.
  - There is a recommendation for a modest increase in a number of categories.
- Mr. Derr:
- There are a few that he would not categorize as modest.
  - The cost of a Conditional Use Hearing is proposed to double.
- Mr. Bleemer:
- The increases are based on the actual cost for providing the service.
  - By the time the Township pays for advertisements, meeting space, reviews, staff time, etc., Conditional Use Hearings were not covering their costs.
- Mr. Ropski:
- That's what the BOC wants – they want to make sure staff is covered.
- Mr. Derr:
- There are two ways to look at it.
  - Yes, we are billing for staff time. Staff earns a salary based on the taxes of the Upper Dublin residents. They are paid to do a specific job.
- Mr. Bleemer:
- Staff was asked to try to cover the whole Department's fees including costs and salaries. Staff tried to get as close as they could to the actual costs, but they probably will not reach the goal. However, they will come very close.

- Mr. Leonard: There is an important point related to the above memo. It is anticipated that in 2014 and 2015, with plans that are approved (townhomes in Dresher on the BET property, age restricted units on the Zieger rose property, the Pileggi property, St. Mary's property) we will make budget.
- Mr. Derr:
- The Township will make budget and also receive a windfall from the tax base on those properties.
  - Taken individually, the fees don't seem to be too much, but one neighborhood will be charged fees for every curb permit.
- Mr. Ropski: We are simply breaking even. We don't want to lose money.
- Mr. Bleemer: Revenues for the Code Enforcement Department did not cover the costs involved.
- Mr. Ropski: We are protecting the owners and developers. If they don't have a construction manager or if a superintendent is not on site all of the time to make sure the work is done properly, someone has to do that.
- Mr. Derr: That is not our responsibility.
- Mr. Leonard: Doesn't believe it applies for new subdivisions. Will obtain further information on this matter for the EDF.
- Mr. Ropski: Staff is looking at each situation and raising or lowering fees as deemed appropriate.
- Mr. Leonard:
- Staff is looking at 4 to 5 visits to a property and an engagement of staff on the phone. Who bears those costs is in question?
  - Asked Mr. Smith if it were his intention that the fees apply to a new subdivision or is it just on existing curbs and sidewalk?
- Mr. Smith: Just for existing sidewalk.
- Mr. Leonard: This will not apply to developers because they will pay for all of their inspections through a direct reimbursement.
- Mr. Derr:
- Still of the opinion that the foregoing is part of a staff member's daily responsibilities.
  - Not comfortable with raising fees.
  - Suggested this matter be vetted through the BOC.
- Mr. Bleemer: Will look at this matter again and advertise it for the Stated Meeting in May.



QUESTIONS/COMMENTS:

1. Mr. Ropski attended a seminar in Pittsburgh and learned that the state legislature wants to pass another unfunded mandate on First Class Townships and other municipalities to deal with putting out debt for bonds. It will add a \$250 fee plus a .1 mil for looking into whether the municipalities really do need to borrow money.

Mr. Bleemer was asked to review the information on the foregoing, provide copies to all of the BOC, and reply to the Township's lobbyist for the Pennsylvania Association of First Class Townships.

2. Mr. Derr asked for a rationale for increasing the escrow on subdivisions and land development.

Mr. Bleemer informed that the escrow is just a deposit to pay for legal and engineering fees. It is just a little bit of money to have up front to make sure that bills that come in up front are covered. Once the development gets going, UDT bills the developers on a monthly basis.

3. Mr. Ropski asked when the Township's Billboard Ordinance been last updated.

Mr. Leonard will obtain information for the EDF.

ADJOURNMENT:

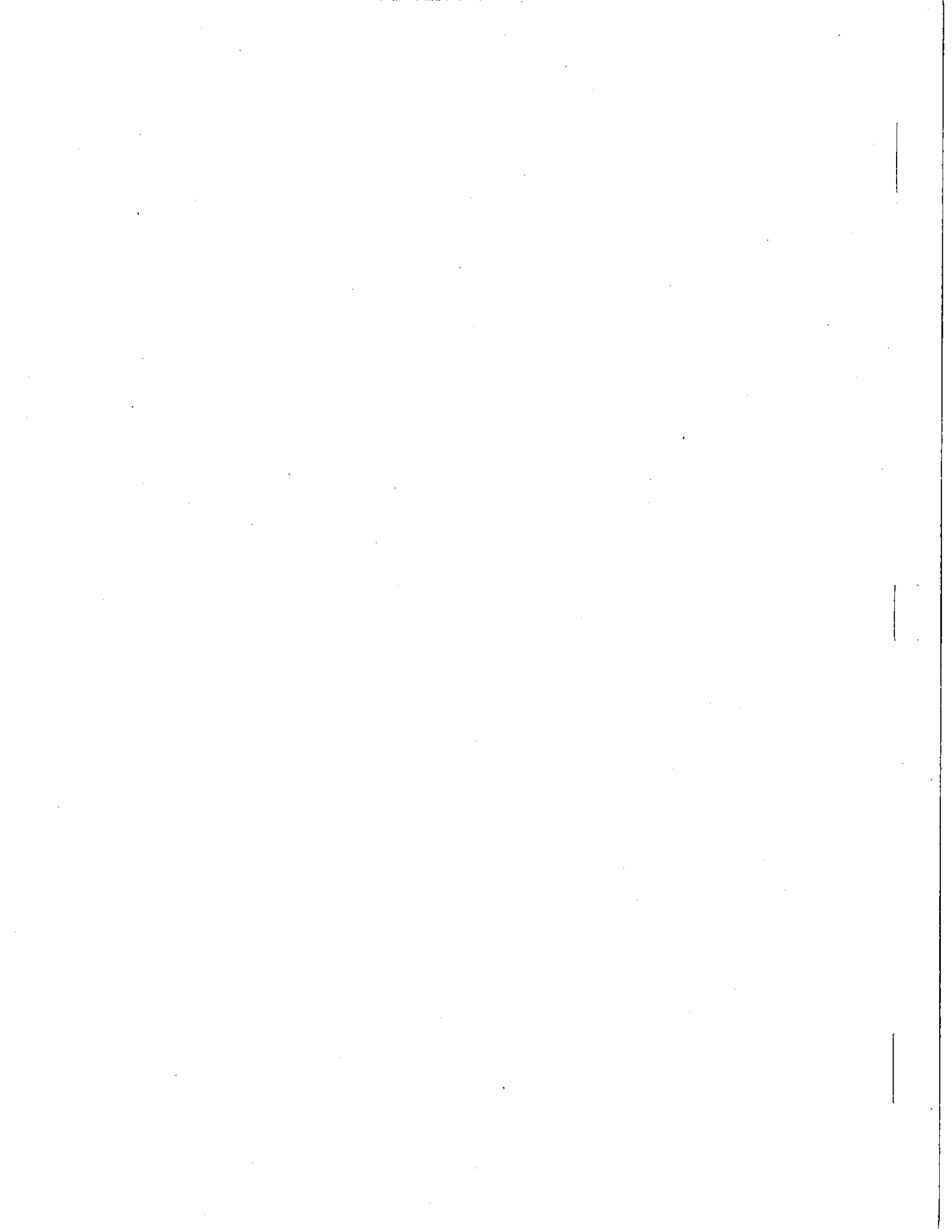
Mr. Derr motioned, with Mr. Minehart seconding, to adjourn the meeting.

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
\_\_\_\_\_  
Stanley Ropski, Chairperson





AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, JUNE 3, 2014

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF APRIL 1, 2014 MEETING WITHOUT READING

DISCUSSION ITEMS

- Discuss – Possible refinancing of 2010 Township bonds
- Discuss – ATM in Township Building
- Discuss – Recent settlements of property tax appeals
- Discuss – Extension of EIT collection contract with Berkheimer Tax Collection
- Township audit

ADJOURN

NEXT MEETING:

August 5, 2014

A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township (UDT) was held on Tuesday, June 3, 2014, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski, Chester Derr, and Ronald Feldman. Also present were Paul Leonard, Township Manager; and Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF THE APRIL 1, 2014 MEETING WITHOUT READING:

Mr. Derr motioned, with Mr. Feldman seconding, to accept the Minutes of the April 1, 2014 meeting without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Discuss – Possible Refinancing of 2010 Township Bonds:

Mr. Bleemer informed that:

- UDT has the potential for real savings by refunding its 2010 general obligation bonds.
- There is \$10,565,000 outstanding.
- It is proposed that \$9,480,000 of that amount would be refunded.
- To take advantage of the lowest costs and best interest rates, UDT should stay below \$10 million.
- UDT will realize a savings of \$493,000 (5% of the outstanding total).
- The benchmark is usually 2% - 3%.

Because interest rates are at an all-time low, Mr. Feldman said it may make sense to start thinking ahead and determine how much money will be needed for the Fort Washington Office Park (FWOP) instead of using the Community Reinvestment Fund monies.

Mr. Bleemer said that UDT cannot just borrow and hold the money because there are certain restrictions.

Mr. Leonard informed of an agenda item for the Stated Meeting next week pertaining to doing preliminary engineering for the three bridges in the FWOP.

Mr. Leonard continued by saying that UDT has identified the Commonwealth of Pennsylvania's borrowing pool as opposed to a bond for the FWOP.

The EDF was in favor of bringing this matter before the Board of Commissioners (BOC) in July.

Discuss – ATM in Township Building:

Mr. Bleemer determined that none of the banks in the area would provide an ATM for placement in the lobby of the Township Building at no cost. Depending on the volume, the cost would be approximately \$500 per month, therefore the EDF decided not to pursue this matter any further.

Discuss - Recent Settlements of Property Tax Appeals:

There have been two appeals which were settled via court stipulation: 1005 Virginia Drive (\$19,477.88) and 200 Dryden Road (\$76,962.05).

Mr. Bleemer recommended setting the funds aside to pay for other appeals which will most likely not be in UDT's favor.

Discuss - Extension of Earned Income Tax (EIT) Collection Contract with Berkheimer Tax Collection:

Mr. Bleemer informed that the three year contract with Berkheimer expires at the end of 2014. Through negotiations with the TTC, he is recommending extending the contract for two additional years. The rate that Berkheimer receives for collections will be reduced from 1.39% to 1.3%.

Before signing a contract with Berkheimer, Mr. Feldman asked that the contract include verbiage pertaining to a \$25 fine currently being charged by Berkheimer and clarification of the \$50 local services tax.

Township Audit:

The Township Audit has been completed. The auditors will appear before the BOC at the Stated Meeting next week. Because EIT monies came in much better last year, the fund balance was increased by \$300,000.

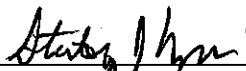
ADJOURNMENT:

Mr. Derr motioned, with Mr. Feldman seconding, to adjourn the meeting.

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
Stanley Rodski, Chairperson

AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, OCTOBER 7, 2014

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF JUNE 2, 2014 MEETING WITHOUT READING

DISCUSSION ITEMS

- Cell tower lease renewal – Township building site
- Conditional use fees
- Closing of bond refinancing
- Amusement Tax
- FEMA mapping
- 2015 budget schedule

ADJOURN

NEXT MEETING:

A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township (UDT) was held on Tuesday, October 7, 2014, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski, Chester Derr, and Ronald Feldman. Also present were Paul Leonard, Township Manager; Jonathan Bleemer, Finance Director; and Jeff Wert, Township Engineer.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF THE JUNE 2014 MEETING WITHOUT READING:

Mr. Derr motioned, with Mr. Feldman seconding, to accept the Minutes of the June 2, 2014 meeting without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Cell Tower Lease Renewal – Township Building Site:

If renewed, the current lease with American Tower Corporation will be extended by 30 years extending the expiration date to December 31, 2062, pay a one-time fee of \$20,000, and add the Right of First Refusal for third party investment companies that only seek to obtain the landlord's lease rights.

Mr. Bleemer informed that the rental fees will increase annually by 3%.

Mr. Leonard interjected that staff's recommendation is not to approve the extension of the lease, and the EDF agreed.

Conditional Use Fees:

An analysis of conditional use fees was drawn up by Mr. Bleemer per a request by the BOC. He noted that more than \$500 was lost on three out of seven conditional use applications. UDT broke even on the others.

It was decided to charge a flat fee of \$500 and then pass the costs for advertising and stenographic services through to the applicant.

Closing of Bond Refinancing:

Mr. Bleemer noted that UDT closed on bond refinance a few weeks ago and provided a spreadsheet showing the savings - \$380,000, which UDT will net in 2015. He recommended applying the \$380,000 to the Hub appeal that is about a million dollar hit to UDT.

The EDF agreed to Mr. Feldman suggestion budgeting \$400,000 for the next three years.

## Amusement Tax:

In an opinion letter from the Solicitor's Office, it was stated that Upper Dublin Township is considering implementing an amusement tax to apply to operations at the Fort Washington Expo Center located at 1100 Virginia Drive. This memorandum addresses the authority for that tax and any restrictions on amount. In short, the tax appears to be authorized under the Local Tax Enabling Act, 53 P.S. §§ 6924.101-6924.901. The maximum amount of the tax would be limited to 10% on admissions.

The Local Tax Enabling Act provides in relevant part that political subdivisions, including Townships of the First Class, may in their discretion by ordinance or resolution "levy, assess and collect such taxes for general revenue purposes as they shall determine on persons, transactions, occupations, privileges, subjects and personal property within the limits of the political subdivision." 53 P.S. § 6924.301 .1(a). Subpart (f) of the general grant of authority, 53 P.S. § 6924.301.1(f), lists the subjects and activities which may not be taxed. Sales of admission to places of amusement is carved out as an exception to the laundry list of certain specific prohibitions. It provides:

(f) Such local authorities shall not have authority by virtue of this Act:

(3) Except on sales of admissions to places of amusement....

Subpart (f) does provide limitations on the ability of political subdivisions to tax certain specific amusement activities. Examples of specific amusement activities which may not be taxed include professional baseball events in cities of the third class, § 6924.301.1(f)(3); membership dues or fees of charitable, religious or nonprofit organizations such as golf and tennis clubs, § 6924.301.1(f)(7); motion picture theatres except in cities of the second class, § 6924.301.1(f)(10); and, dues or fees to exercise, fitness and health clubs, § 6924.301.1 (f)(13). Although the specific operations at the revived Fort Washington Expo Center have not been identified, it would appear that its operations would not fall into one of the specific prohibitions but rather fall within the general category of "sales on admission to places of amusement" which are subject to tax.

City of Harrisburg v. Home Builders Association of Metropolitan Harrisburg, 96 Pa. Cmwlth 549, 507 A.2d 1307 (1986), supports the authority of Upper Dublin to impose an amusement tax on operations at the Fort Washington Expo Center. The City by ordinance imposed a 5% tax on the price of admission to each and any amusement within the City. "Amusement" was defined to include "[a]ll manner or form of entertainment, diversion, sport, pastime, or recreation within the City". ..including "trade shows, craft shows, and similar exhibitions." In upholding the tax, the Commonwealth Court rejected the Home Builders Association's argument that "amusement" should be interpreted in accordance with a common usage definition, upholding the City's broad definition specifically capturing trade shows and similar exhibitions. (See also, Township of South Park v. County of Allegheny, 163 Pa. Cmwlth 273, 641 A.2d 20 (1994) (upholding the Township's

right to collect an amusement tax from patrons of the County's public golf courses located within the Township). So long as Upper Dublin crafts a broad definition of "amusement" in its Ordinance, its authority to impose an amusement tax on operations at the Expo Center should be authorized.

The Local Tax Enabling Act in section 311 limits the rate of certain specific taxes. This section both supports the authority to impose an amusement tax on operations at the Expo Center and limits the rate to ten percent. It provides in relevant part:

No taxes levied under the provisions of this chapter shall be levied by any political subdivision on the following subjects exceeding the rates specified in this section:

(6) On admissions to places of amusement, athletic events and the like, and "on motion picture theatres in cities of the second class, ten percent."  
53 P.S. §6924.311(6).

In conclusion, Upper Dublin may impose up to a ten percent tax on resumed operations at the Fort Washington Expo Center provided the operations do not fall within one of the specific prohibitions set forth in the Local Tax Enabling Act and the Township broadly defines the term "Amusement" in its Amusement Tax Ordinance to capture the specific operations.

Mr. Leonard explained as follows:

- This has been an ongoing topic before the BOC for the past 25 years.
- UDT has reason to believe that the Expo Center will return to 1100 Virginia Drive.
- Within that building is 26,000 sq. ft. that was never converted.
- As of now, the building is occupied by DeVry University as well as several banking and financial businesses.
- A core area that is accessed from the rear was never finished and remains the same as it was when Honeywell occupied the space. That will come before the BOC later as a change of use application.
- It was suggested when the Expo Center was operational that there should be some type of amusement tax because of the burden that the type of use can put on traffic and policing of the area, etc.
- The CORE Committee did not want to make a recommendation to the BOC. However, they did have one suggestion if an amusement tax were to be enacted that it be done a year after the start-up of the business.
- The tax can go up to a maximum of 10%, and the BOC would have the option of adopting a lower amount than that.

FEMA Mapping:

In a memorandum to the CORE Committee dated October 3, 2014, Metz Engineers explained the proposal from URS for FEMA Mapping in the Fort Washington Office Park (FWOP) as follows:

Attached is a revised URS proposal (unsigned) for review and consideration from Ed Beadenkopf of the Maryland office, who worked on the Hydraulics and Hydrology for the two Flood Retarding Structures.

We are working with Ed directly on this. This includes the channel modeling as discussed and the \$54,000.00 being a "Not to Exceed" cost.

Tasks 1-4 are for the engineering and preparation of the LOMR (Letter of Map Revision) to be submitted to FEMA. In lieu of revising the existing models, FEMA will allow our new model, to be created with new mapping, to be substituted into their system, replacing the old model. - \$34,000.

Task 5 - Response to FEMA comments is estimated at \$5,000.00, only upon authorization by the Township. - \$5,000

Task 6 - Additional Services

Items 6.1-6.4 are estimated at \$15,000.00, only upon authorization by Township. - \$15,000.

Item 6.5 is storm specific and the level of effort cannot be estimated at this time.

Application Fees (to FEMA) - Currently at \$5,300.00 per FRS are not included. Ed indicates they could rise in the near future. (Not to exceed per last paragraph on page 6.). - \$10,600

**Total URS Fee: \$54,000.00**

**Total Budget Requested: \$64,600.00**

Mr. Leonard informed that it is the CORE Committee's recommendation that the BOC approve the foregoing fee for mapping.

The EDF agreed with the CORE Committee's recommendation, but Mr. Feldman asked that staff make sure the contract with URS is solid so that they cannot come back to UDT with requests for more funds.

2015 Budget Schedule:

Mr. Bleemer recommended the all day budget hearing be held on Saturday, November 22<sup>nd</sup> this year. He will inform the BOC of additional evening budget discussions shortly.



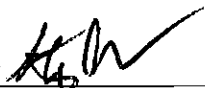
ADJOURNMENT:

Mr. Derr motioned, with Mr. Feldman seconding, to adjourn the meeting.

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
\_\_\_\_\_  
Stanley Ropski, Chairperson



AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, FEBRUARY 3, 2015

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF OCTOBER 7, 2014 MEETING WITHOUT READING

DISCUSSION ITEMS

- Update on ACA
- Conditional use fees
- Bond refinancing - 2010 debt

ADJOURN

NEXT MEETING:

April 7, 2015

A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township (UDT) was held on Tuesday, February 3, 2015, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski, Chester Derr, and Ronald Feldman. Also present were Paul Leonard, Township Manager; and Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF THE OCTOBER 7, 2014 MEETING WITHOUT READING:

Mr. Derr motioned, with Mr. Feldman seconding, to accept the Minutes of the October 7, 2014 meeting without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Update on Affordable Care Act (ACA) – Healthcare Reform Law:

Mr. Bleemer explained as follows:

- UDT provides healthcare to full-time employees. UDT’s definition of a full-time employee is 40 hours. There are some part-time employees who are working between 30-40 hours.
- The ACA defines 30 hours as the threshold for full-time employees.
- In 2015, UDT only needs to provide healthcare for 70% of full-time employees.
- Staff continues to look closely at this matter, and adjustments to work schedules will be made as deemed necessary throughout 2015 and beyond.
- There is a provision of the ACA in 2018 (the Cadillac Tax) – 40% if a premium is above a certain threshold. Staff is conducting research and the Delaware Valley Trust is heavily involved. UDT is approximately on the cusp if the tax were to be imposed immediately.

Mr. Ropski noted that employees are eligible for healthcare benefits from the date of hire. He questioned what would happen if the employee does not work out to expectations.

- Mr. Bleemer answered that healthcare benefits begin the first day of employment. All other benefits such as dental and life insurance have a 90 day waiting period.
- If an employee is discharged within 90 days of hiring, the healthcare benefits cease and the employee is covered for two months.
- Mr. Leonard informed that the current contract does not have any wait limits.

Mr. Ropski pointed out that public and private sector employees are just about even when comparing salaries.

- Mr. Leonard said that UDT's baseline union employee's total compensation is approximately \$78,000.
- UDT has negotiated multiple changes in the structure of medical coverages.
- Healthcare insurance is purchased via the Consortium Trust Group consisting of over 60 other municipalities.
- Experience shows that changes in the structure of benefits is more valuable to UDT than a co-pay. UDT focuses on the best value when negotiating.

Conditional Use Fees:

In a memo from Mr. Bleemer to the EDF dated January 30, 2014, it was noted that at the October EDF meeting, a discussion was held regarding applicant fees for conditional use hearings. After the committee meeting, staff presented the issue to the Township Solicitor, Gil High, who provided his input. Upon Mr. High's guidance, it is recommended that the fee remain at \$1,000.00 per application, but to add two new charges:

- Applicant will be charged 50% of stenographer fee if more than one hearing is required.
- Applicant will be charged full stenographer fee if a decision of the ZHB is appealed and an original transcript is required.

Mr. Ropski was of the opinion that 100% of the stenographer fee should be imposed if more than one hearing is required.

Mr. Feldman favored the applicant paying 100% of the costs for a stenographer and advertising of the hearing if a hearing is cancelled on the part of the applicant.

The EDF agreed to both of the above suggestions.

Bond Refinancing – 2010 Debt:

Mr. Bleemer explained that in 2014, UDT refinanced a majority (\$6 million), but not all of its 2010 electoral debt \$2.6 million due to the dollar limits on the amount that could be refinanced. It would be profitable at the present time to refinance that final portion of the 2010 bond. UDT could refinance and save approximately \$175,000 (9% of the outstanding bonds.)

The EDF decided to move this matter onto the BOC at the Stated Meeting in February.

ADJOURNMENT:

Mr. Ropski motioned, with Mr. Feldman seconding, to adjourn the meeting.

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
Stanley Ropski, Chairperson

AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, APRIL 7, 2015

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF FEBRUARY 3, 2015 MEETING WITHOUT READING

DISCUSSION ITEMS

- Payoff of Township Loan – 1740 South Limekiln Pike
- Transportation Funding Bill - \$5 fee for each registered vehicle

ADJOURN

NEXT MEETING:

June 2, 2015

A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township (UDT) was held on Tuesday, April 7, 2015, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski and Chester Derr. Also present were Paul Leonard, Township Manager; and Jonathan Bleemer, Finance Director. Commissioner Feldman arrived halfway through the meeting.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF THE FEBRUARY 3, 2015 MEETING WITHOUT READING:

Mr. Derr motioned, with Mr. Ropski seconding, to accept the Minutes of the February 3, 2015 meeting without reading.

VOTE ON MOTION                      ALL YES                      MOTION CARRIED

DISCUSSION ITEMS:

Payoff of Township Loan - 1740 South Limekiln Pike:

Mr. Bleemer explained that the payoff figure for the loan between Upper Dublin Township and Patrick Hitchens/Katharine Berg is as follows:

Principal Interest through 4/8/15	\$180,148.23
Interest through 4/8/15	\$ 280.24
<b>TOTAL DUE AT 4/8/15</b>	<b>\$180,428.47</b>

The total amount will go back into the Community Reinvestment Fund.

NOTE: MR. FELDMAN ARRIVED AT THIS POINT IN TIME.

Transportation Funding Bill - \$5 fee for each registered vehicle:

Beginning after December 31, 2014, a county may, in its discretion, by ordinance, impose a fee of \$5 for each nonexempt vehicle registered to an address located in the county. A county shall notify the department of the passage of the ordinance 90 days prior to the effective date of the ordinance.

The department shall collect fees imposed under subsection (a) at the time a vehicle is registered and shall deposit the money in the Fee for Local Use Fund.

Mr. Leonard informed that a rough estimate of the revenue to Montgomery County is \$3 million per year. The revenues would be restricted by state statute to use on infrastructure. Montgomery County has not yet made any decision whether to adopt the fee or not.

Mr. Leonard was instructed to draft a letter to the county that should the Board of Commissioners (BOC) pass legislation mandating the implementation of a \$5 fee for all registered vehicles that Upper Dublin receives its fair share of the revenues for infrastructure improvements.



ADJOURNMENT:

Mr. Feldman motioned, with Mr. Derr seconding, to adjourn the meeting.

Respectfully submitted,

  
Louise S. Birett, Recording Secretary

Attest:

  
\_\_\_\_\_  
Stanley Ropski, Chairperson

AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, JUNE 2, 2015

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF APRIL 7, 2015 MEETING WITHOUT READING

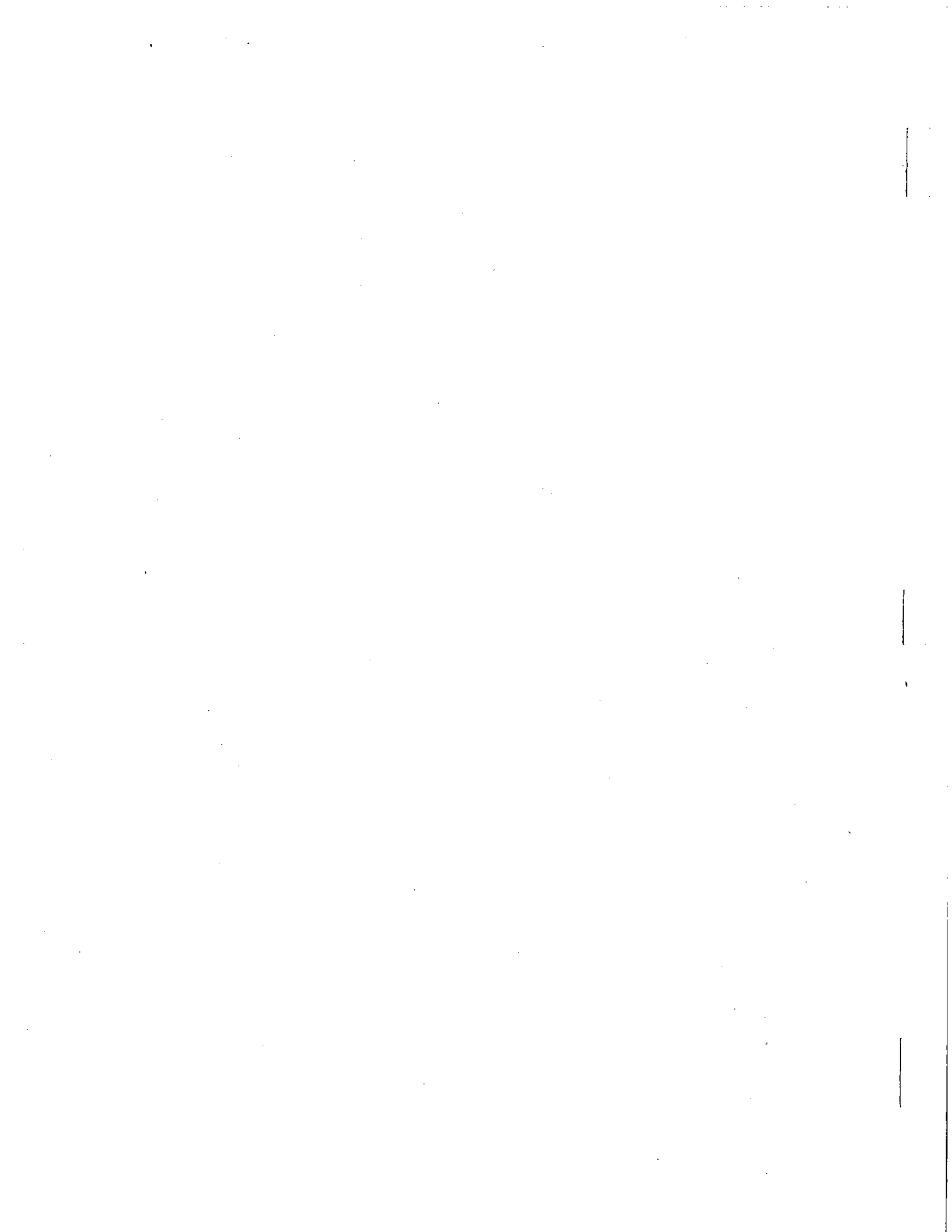
DISCUSSION ITEMS

- Evaluation and Assessment of Cell Tower Leases
- Funding of Fort Washington Office Park Projects

ADJOURN

NEXT MEETING:

August 4, 2015



A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township (UDT) was held on Tuesday, June 2, 2015, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski, Ronald Feldman and Chester Derr. Also present were Paul Leonard, Township Manager; and Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF THE APRIL 7, 2015 MEETING WITHOUT READING:

Mr. Derr motioned, with Mr. Ropski seconding, to accept the Minutes of the April 7, 2015 meeting without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Evaluation and Assessment of Cell Tower Leases:

In a memorandum dated May 6, 2015, Mr. Bleemer stated the following:

UDT often receives proposals from various companies to buyout the balance of its cell tower leases. In most cases, I ignore the proposals since the Board of Commissioners (BOC) has determined that they prefer the annual revenue stream.

However, I received a recent proposal from American Tower, the company that owns two existing leases in UDT, offering lump sum payments that seem to merit consideration. American Tower appears to be offering lump sum payments of \$1,560,000 to buyout the East Fort Washington tower and \$678,000 to buyout the Loch Alsh Avenue tower.

Annual rental revenue is approximately \$98,000 and \$42,000 on the two leases.

Bryan Miller, Lease Consultant for American Tower, advised as follows:

If the foregoing is the case, Upper Dublin Township (UDT) can expect the below figures to be approved on its side.

East Fort Washington #308539

\$1,560,000.00

801 Loch Alsh Avenue #311785

\$678,000.00

Mr. Leonard interjected that this is possibly the most lucrative proposal UDT has seen. Staff suggests studying the proposal for both towers to see what the best competitive price is for the buyout at a cost of \$7,500.

Mr. Bleemer noted that there are approximately 15 years left on both of the leases.

Mr. Leonard suggested looking into adding a third tower located at the Burn Brae Fire Station into the analysis to cut the costs.

Mr. Leonard was asked to put the matter of hiring a consultant on the agenda for approval by the BOC at their Stated Meeting next week.

Mr. Feldman suggested putting the proceeds into the Community Investment Fund if it meets the approval of the BOC.

Funding of Fort Washington Office Park (FWOP) Projects:

Mr. Bleemer discussed a summary of grants-to-date compared with the costs of the projects that the grants are going toward. The costs of the five major projects total \$13,270,000, almost of half of which is covered by the grants leaving a local match of \$5,857,000. UDT has approximately \$300,000 to apply toward the projects.

Mr. Leonard commented as follows:

- Informed that at the Stated Meeting next week, the BOC will be presented with a series of proposals for additional grant applications and expenditures for engineering.
- The CORE Committee, which has recommended going ahead with the grant applications, wants UDT to keep focus on it.
- Boles Smyth is trying to coordinate two grants to go toward the \$5,500,000.
- With the application, UDT will be committed to proceed forward.
- The CORE Committee is grappling with the notion that \$7,400,000 will be coming from the state, some portion, perhaps as much as \$5,800,000, will come from UDT, and the third source is a special taxing district from the FWOP itself.
- The one time transfer tax is reaping good income.

Mr. Feldman asked to be apprised of what has been spent and what has been committed in 2015. At the BOC Stated Meeting next week, it must be stressed that there will be a deficit of \$200,000 so UDT must continue to receive funding or it will come out of the General Fund.

Mr. Feldman asked for an explanation of expenses for General Operations. Is UDT on target? Is UDT ahead of the game?

Mr. Bleemer advised that overall, UDT is right on budget.

Answering concerns raised by Mr. Ropski, Mr. Leonard informed that two out of the three bridges on the list are real bridges with the third being a culvert. During construction, there will be detours for approximately 18 months for the two bridges if one contractor were retained. If two separate contractors are engaged, the time of road closures and detours would be cut in half. Approximately six businesses will be affected by the projects and therefore there must be extra signage provided, etc.

INDEPENDENT AUDIT RESULTS:

The independent audit report will be available for discussion at the Stated Meeting next week.

ADJOURNMENT:

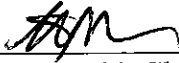
Mr. Derr motioned, with Mr. Feldman seconding, to adjourn the meeting.

Respectfully submitted,

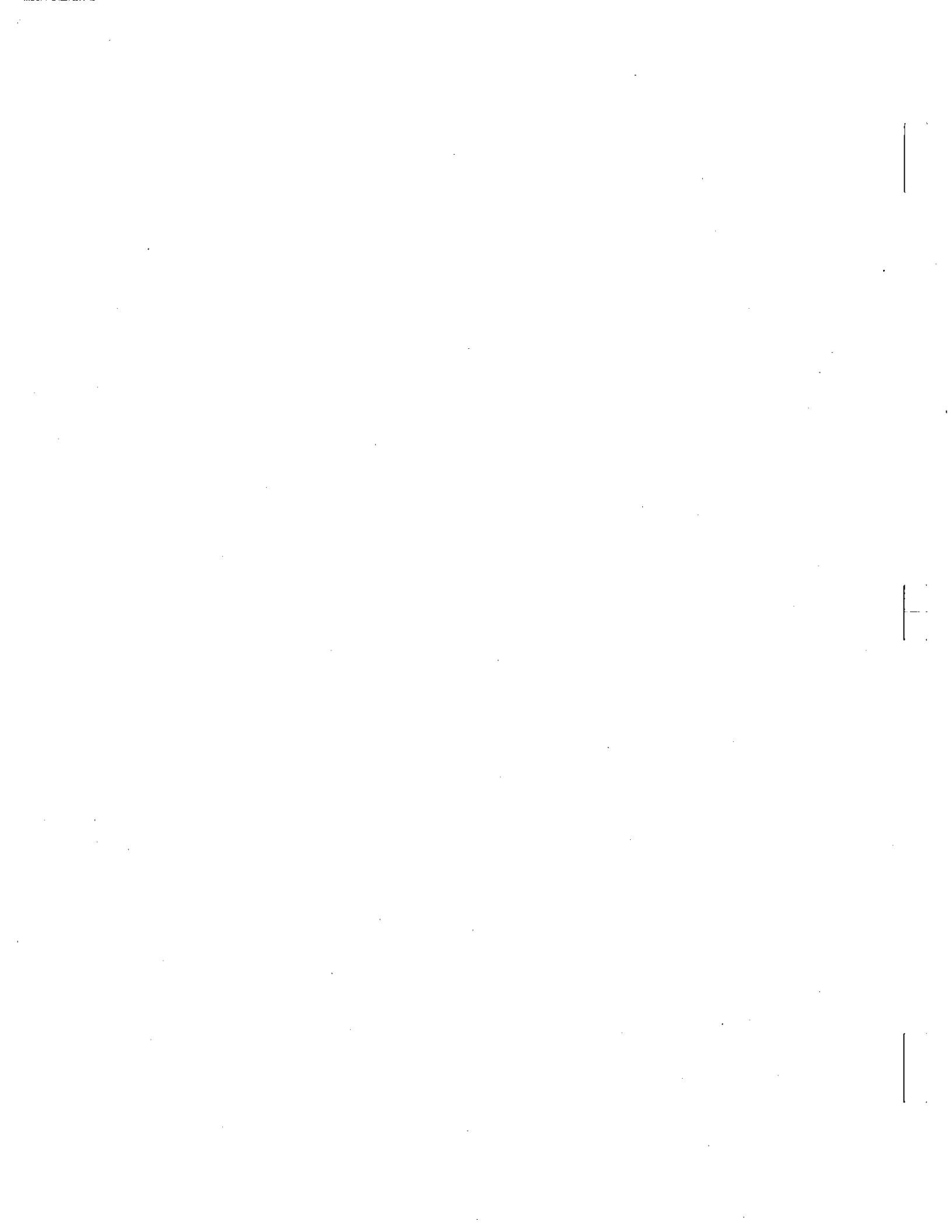


Louise S. Birett, Recording Secretary

Attest:



Stanley Ropski, Chairperson



AGENDA FOR THE MEETING OF THE  
COMMITTEE ON ECONOMIC DEVELOPMENT & FINANCE  
TUESDAY, OCTOBER 6, 2015

PLEDGE OF ALLEGIANCE

MOVE TO ACCEPT MINUTES OF JUNE 2, 2015 MEETING WITHOUT READING

DISCUSSION ITEMS

- Cash Flow Report for Fort Washington Office Park Projects
- Update on Regional Streetlight Procurement Program
- 2016 Budget Schedule

ADJOURN

NEXT MEETING:



A meeting of the Economic Development and Finance Committee (EDF) of Upper Dublin Township (UDT) was held on Tuesday, October 6, 2015, in the Township Building; Stanley Ropski presiding.

In attendance were Commissioners Stanley Ropski; Chester Derr, and John Minehart. Also present were Paul Leonard, Township Manager; and; Jonathan Bleemer, Finance Director.

PLEDGE OF ALLEGIANCE:

Mr. Ropski convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES JUNE 2, 2015 MEETING WITHOUT READING:

Mr. Derr motioned, with Mr. Minehart seconding, to accept the Minutes of the June 2, 2015 meeting of the EDF without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION ITEMS:

Cash Flow Report for Fort Washington Office Park (FWOP) Projects:

Mr. Bleemer explained as follows:

- The projects started in 2013.
- Funds left over from the construction of the flood retardant structures (\$64,000) became the starting balance in 2013.
- Mr. Bleemer put together all revenues that have come in to date, all expenditures, and commitments that were made on engineering to date including real estate transfer tax money that has been turned over from the three properties sold in the FWOP.
- There is a present balance for additional commitments in the amount of \$735,000.
- There is less than \$100,000 cash that is expected to come in during 2016 as well as 1% of real estate taxes dedicated to this project per year.
- The majority of engineered expenditures were incurred due to work done by Boles-Smyth. However, they are matchable expenses.

Mr. Leonard commented as follows:

- November 6<sup>th</sup> is very important for that is when UDT will find out if its grant application has been approved for the zip ramp.
- Boles-Smyth has been busy on the following projects:
  - Pine/Rapp Run preliminary engineering.
  - Virginia Drive road diet preliminary engineering.
  - Municipal Authority.
  - Pine Run Bridge final design. Could take 9-18 months. Detours expected.
  - Rapp Run Culvert final design. Could take 9-18 months. Detours expected.
  - Commerce Drive road diet preliminary engineering.
  - Grant preparation.

- The CORE Committee has been working on a spread sheet of their own to arrive at a figure for all improvements.
- There has been talk about sharing the costs in the future between the Commonwealth, UDT and grants obtained.

Update on Regional Streetlight Procurement Program:

Mr. Leonard informed as follows:

- Staff has been focusing on a Regional Streetlight Procurement Program, which has been spearheaded by the Delaware Valley Regional Planning Commission.
- As of today's date, 44 municipalities in the surrounding counties are participating in a program to replace streetlights.
- The costs involved will be budget neutral spread out over approximately 20 years.
- The savings in electricity is expected to be sufficient to pay off the note (considered to be a revenue bond, not a general obligation bond).
- This is a complicated project because the BOC is the only entity to be able to borrow the money and award the contract.
- The biggest obstacle is the logistics involved in replacing the streetlights.
- More details are forthcoming as to the key decisions to be made by the BOC.
- The project must be competitively bid.
- The job is complicated and requires experienced contractors.

Proposed 2016 Budget Schedule:

The following schedule was drawn up by Mr. Bleemer and approved by the members of the EDF:

Tuesday, November 17, 2015	6:30 PM	Hang budget. Review one department.
Saturday, November 21, 2015	8:30 AM	Budget reviews.
Tuesday, November 24, 2015	6:30 PM	Follow-up items and revenue issues.
Tuesday, December 1, 2015	6:30 PM	Follow-up items, if necessary.
Tuesday, December 8, 2015	6:45 PM	Budget consideration.

ADJOURNMENT:

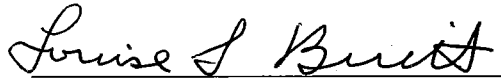
Mr. Derr motioned, with Mr. Minehart seconding, to adjourn the meeting.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



~~Sharon Damsker~~ Chairperson

