

## Doylestown Township - Ways and Means Committee

### Agenda for May 28, 2014

Meetings held 4<sup>th</sup> Wednesday every month at 7PM except no meeting in July and December meeting is 2<sup>nd</sup> Wednesday

<b>Resident Members</b>		<b>Township Participants</b>	
Lee Schwarz – Chairman		Ryan Manion - Board of Supervisors - Liaison	
Ed Ebenbach – Vice Chairman		Stephanie Mason – Township Manager	
Emad Abdelnaby – Secretary		Ken Wallace – Township Finance Director	
Brenda Bray		Richard John – Township Operations	
Ed Denton			

1. Welcome guests- introduce themselves
2. Approval of Prior Meeting Minutes
3. Add page to website under the “Information” tab for Finance/ Ways and Means to post articles and other useful content as part of our budget education process
  - a. Hear feedback from Ed E on TAB meeting with website designers regarding options
  - b. Next chart / topic for August Newsletter will be expenses- where it goes – copy due August 10
4. Ken and Ed E- Review latest 2014 financials
  - a. Ken to present latest results of his investigation into what looks like a \$328,000 increase over budgeted healthcare costs for 2014
5. Review updated capital projects planning list-
  - a. Check for info accuracy
  - b. Grants status from Stephanie.
  - c. Projects status from Dick- review probability of completing 2014 plan as shown
  - d. Add requests for future projects as we become aware of them
  - e. Review current year budget impact
6. 2013 Pension Audit results – review findings from special meeting of Pension Board April 24
7. Review Executive Summary Model – Ed D / Ed E.
  - a. Ed D asked about a one page report for quarterly review with supervisors
  - b. Ed E distributed a summary page from existing data for consideration
8. Only have the June and August meetings to prepare for 2015 budget sessions
  - a. Identify tasks for preparation
  - b. Spotlight areas where we need to improve our accuracy
  - c. Can we spread the burden that falls to Ed who works on our behalf organizing and presenting the data
  - d. Begin documenting the procedures to process and preserve our information flow
9. Update from Stephanie on progress of Facilities Utilization review
10. New business
11. Adjourn