

Doylestown Township - Ways and Means Committee

Meeting Minutes for October 23, 2019

Meetings held 4th Wednesdays at 7PM.

No meeting in November

Resident Members	IN	Township Participants	IN
Brenda Bray Chairman	x	Ken Snyder - Board of Supervisors - Liaison	x
Joe Delikat		Stephanie Mason – Township Manager	
Bob Salanik	x	Ken Wallace – Township Finance Director	x
Colleen Mullin	x	Dave Tomko - Township Director of Operations	
Mike Paulosky	x	Ed Ebenbach (Consultant to Twp.)	x

- I. Call to Order
- II. Welcome
- III. Approval of August 28 and September 25 minutes – approved.
- IV. Brief review and discussion of Oct. 1 and Oct. 15 budget workshops with Board of Supervisors
 - a. Meeting added on October 29 – Decisions made:
 - i. Community Center – placeholder present in 5-year capital plan includes \$4m borrow; debt service expenses offset by tax revenue. Potential revenue from operations projections TBD
 - ii. Pebble Ridge road repair - Complete curb replacement needed, partially paid for by borrowing previously allocated to bridge project (bridge can be pushed out past 2024, recent inspections allow for regular maintenance until later years in cycle). Total project capital expenditures estimated over 4 years, roads & bridges and state liquid fuels funds - \$95k in 2019; \$1.2m in 2020; \$2.8m in 2021; \$500k in 2022. Bob S recommend looking at breaking out debt structure for road paving to shorter time frame – currently @25 years under debt planning. Plan to pay off sooner “front load”, to open up borrowing capacity for potential other projects.
 - iii. PAC recommendations as part of budget process to shore up Pension obligations - \$330k additional MMO plus .25 reduction in discount rate every two years. Board of Supervisors currently considering \$125k additional MMO

plus .25 reduction in discount rate every two years. Ken Snyder updated on PAC recommendations at \$300k additional MMO a solid number – PAC also suggests taking a policy/practice of applying favorable amounts (over operations budget projections annually) as additional MMO payments when possible.

- iv. Potential borrowing summary as of now being considered for 2020/2021 borrowing: \$1.6 to finish building; \$4m community center (if agreed upon), \$1.5m curbs/Pebble Ridge paving.

- V. Brief review of 2019 Operations (Ken W and Ed E.) – 2019 net \$100k favorable over projections. Received invoice for women’s prison – billed \$300k to county, anticipate receivable in 2020. Capital spend slightly higher – roads and park lighting project.
- VI. 2020 Budget: Further Discussion – Bob S asked whether budget considerations have included bathrooms at Central Park closer to Kids Castle? Been in discussions but not yet included in budget. Two potential fund balances to consider – Offsite and Capital Fundraising (a set-aside for park improvements). Likely would have to be P&R committee to make that recommendation – Ways and Means would support.
- VII. Investment of revenue from sale of cell tower
 - a. Currently not in the plan as lump sum capital input. Prior lease revenue has been removed. Funds not yet received. Discussion of what fund balance should be applied. Agree not to include in operations, rather, use for capital investment. Potential for General Fund (unrestricted) or Capital Reserve (restricted), or Capital Projects (unrestricted). Ken W to set up Operating Reserve fund to retain separately until further discussions and decisions are made.
- VIII. W&M presentation on Community Rec center – present as subcommittee w. P&R on January 21 Board of Supervisors meeting. Bob S and Joe D sought more input and details on #s/projections from P&R department. Ex. Summer camp program – are revenue projections realistic? Would like to include experience from other townships as they have capitalized their rec centers. As P&R to reach back out to P&R director for idea of timeline so can collaborate on numbers. Want to ensure staff involvement and their experience so numbers are accurate and can meet expectations as to what staff is prepared to execute upon in terms of revenue- generating programming as offsets to capital expenditures to build a facility. Next P&R meeting November 12 – not sure whether it is likely that collaboration with staff can be done before that meeting.
- IX. New Business - none
- X. Adjourn
 - a. 8:21pm motion by Bob Salanik, second by Colleen Mullin

Note 2020 meetings still at 7:00, 4th Wednesday of every month. Exceptions – No November meeting; (Oct 28th is 4th Wednesday, then December 9th, then only 6 weeks until January 2021).