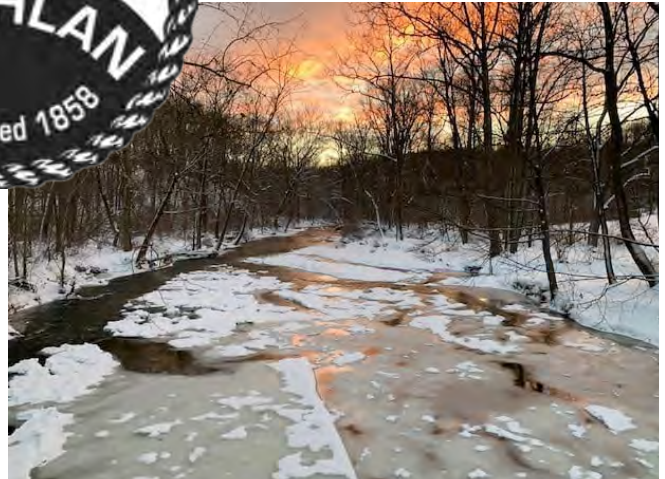


Upper Uwchlan Township

County of Chester, Commonwealth of Pennsylvania



2022 Budget

Adopted December 20, 2021

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Upper Uwchlan Township
Pennsylvania**

For the Fiscal Year Beginning

January 01, 2021

Christopher P. Morill

Executive Director

UPPER UWCHLAN TOWNSHIP

MEMORANDUM

TO: Board of Supervisors

FROM: Tony Scheivert, Township Manager
Jill Bukata, Township Treasurer

RE: 2022 Budget Message

DATE: December 20, 2021

2022 Budget Message

Introduction

We are pleased to present the Township's 2022 budget. As is our practice, the budget has been prepared based on conservative revenue projections and more aggressive expense estimates while balancing the need to deliver core services to the community such as police, public works, building/codes, solid waste and recycling services, fire/emergency medical services, storm water management, traffic management, parks and recreation and planning and zoning.

Our Finance Department strives to employ GFOA "best practices" in our accounting policies and budgeting. We are proud to have received the GFOA Distinguished Budget Presentation Award for the past eight consecutive years and the GFOA Certificate of Achievement for Excellence in Financial Reporting for the past five consecutive years. These achievements are not the only evidence of the Township's dedication to strong financial and budgetary practices and transparency – Moody's cited it as a reason for upgrading our bond rating to Aa1 for the bonds that we issued in January, 2019. This is the highest rating that a Township of our size can obtain, and a higher rating benefits the Township in lower interest costs. We also have an on-line "dashboard" that can be viewed by the public at any time and shows balances in our accounting records on a real-time basis.

There are numerous factors that were considered in the preparation of the Budget – both short-term and long-term considerations were addressed.

Land approvals granted during 2020 slowed from previous years but we still expect to see more new homes built and occupied during 2022 especially at the Preserve at Marsh Creek over 55 development. The increase in homes was considered in estimating real estate and earned income tax revenues, transfer taxes, building permit fee and solid waste revenues. Accordingly, expenses for solid waste were increased to accommodate the increase in homes that will be served.

All of the short-term considerations were also included in long term projections. As a relatively small municipality, the Township plans about 3 – 5 years into the future. The majority of the Township's long-term goals rely on the availability, and success in being awarded, state or federal grant money to offset the costs of major capital projects. There is very little land left to be developed once current projects are completed. Other than needed improvements to our parks or other facilities, our projects tend to be those mandated by federal or state regulations. The Township began work on a far-ranging plan for Storm

Water Management about 5 years ago. A separate Water Resource Protection Fund was funded in 2014 and consultants were hired to assist us in developing a plan to address this issue which is an unfunded mandate from the federal government to Pa. DEP. The Public Works department spends increasing amounts of time working on inlet repair, and other related projects. With the completion of the Upland Farms Community Center Barn in late 2021, the Township plans to focus more attention on this area in 2022.

The Year 2021 in Review

At the end of fiscal 2021, it is expected that the Township's General Fund will have an excess of revenues over expenditures of over \$3,000,000 before transfers to other funds and strong fund balances in all operating funds. More people working from home and lower interest rates led to higher real estate transfer taxes of over \$1,000,000 or more than \$500,000 over budget in 2021. Building permit fees also exceeded budget by more than \$250,000.

Township staff continues to balance core service needs of the community with all costs of that delivery. The Township received \$681,752 in American Rescue Plan Act (ARPA) Funds in July of 2021. Although the US Treasury has not published final regulations on the use of these funds, it is expected that water and sewer infrastructure projects will remain part of the regulations as an allowable expenditure. The Township used approximately \$240,000 of ARPA funds received in 2021 towards new sewer construction at the Upland Farms Community Center.

Construction on the Upland Farms Barn began in the early summer of 2021 after the Board of Supervisors awarded construction contracts of \$2,069,565 on April 19, 2021. The renovations to the Barn include construction of classrooms, a large upgraded meeting room, the addition of an exterior upper deck, and the installation of bathrooms, along with the installation of new water and sewer lines. The Barn will be used as a community meeting space, with rentals available in 2022 as well as space for community groups to provide services to Upper Uwchlan residents.

The Turf field at Fellowship Fields was replaced in May of this year. The project was funded by fees earned and collected for field usage.

The 2022 Budget Revenue

The major sources of revenue to the Township are the earned income tax (50.4%) and real estate property taxes. Earned income tax revenues in 2021 exceeded the 2021 budget and were increased 4% in the 2022 budget. We believe that we will meet or surpass this increase; a small increase is in keeping with our practice of budgeting revenues conservatively.

Property tax revenues have been increased slightly due to the increase in assessed valuation based upon increasing home values and the addition of new residential and commercial properties. The real estate property tax makes up approximately 13.1% of the Township's annual revenue. Other regular revenue sources include the real estate transfer tax of 8.1%, building permit fees of 6.2% and cable franchise fees of 2.6%. Revenue from the real estate transfer tax continues to trend upward on the strength of both re-sales and new residential/commercial development within the Township. Strong re-sale figures and new development in the Township is a testament to the easily recognizable quality of life in the community –

our advantageous geography compared to close employment centers and the excellent Downingtown Area School District.

Operating Budget

The Township's 2022 General Fund operating budget totals **\$7,926,874** before operating transfers used to fund capital projects in the community. This budget includes all operational costs for Township Administration, the Police Department, Public Works Department, Building/Codes Department, Park and Recreation, Fire and Emergency Services, General Planning and Zoning, and the operation of our various Boards and Commissions. A major change in the 2022 Budget is the addition of three full-time police officers, increasing the number of full-time officers by 25%. Based on the 2020 US Census, the population of the Township is now 12,500 residents. The Township Supervisors commissioned an independent study to ascertain the correct number of officers, and at a public meeting on November 15, 2021, voted to offer full-time employment to the three current part-time officers. There is no plan to replace the part-time officers.

Liquid Fuels Budget

The 2022 budget totals **\$415,800**. This budget is used for snow/ice control and roadway repair and paving. The Public Works Department has set a goal to repair and re-pave Township roads every 18 years or approximately 2.7 miles of roadway annually. Revenue in the Liquid Fuels Fund is received from the Commonwealth of Pennsylvania based upon the Township's population and roadway miles. Revenues are expected to increase annually based on increases in population, added roadway miles through dedication and increased revenue from the 2014 transportation funding bill. 2022 revenues are down slightly due to less vehicular travel throughout the Commonwealth due to COVID 19. The Township plans to spend \$549,333 on road resurfacing in 2022. Funding will be split evenly between the Liquid Fuels Fund and the General Fund.

Capital Fund Budget

The 2022 Capital Fund budget is **\$1,076,595** which is significantly lower than 2021 due to the completion of the Upland Farms Community Center in late 2021. Two projects are planned at Hickory Park: replacement of the pavilion and lighting for the tennis and basketball courts. We also plan to purchase two new police cars and additional equipment for the Public Works Department, including replacing the backhoe.

Closing

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

2022 Budget – All Funds

Fund	2022 Budget	2021 Budget	+/- (%)
General Fund	\$7,926,874	\$6,500,325	21.9%
Capital Reserve Fund	\$1,076,595	\$2,357,462	(54.3%)
Solid Waste Fund	\$1,131,685	\$1,045,522	8.2%
Water Resource Protection Fund	\$514,314	\$243,400	111.3%
Liquid Fuels Fund	\$415,800	\$397,800	4.5%
ACT 209 Traffic Impact Fee Fund	-	-	-
Sewer Fund	\$328,928	\$328,928	0.0%
Total All Budgets	\$11,394,196	\$10,873,439	4.8%

TOP QUESTIONS RESIDENTS ASK

1. How much will my real estate taxes be in 2022?

- The real estate taxes you pay to Upper Uwchlan Township of 1.034 mills will remain unchanged from 2021 and has not been increased since 2006. Chester County's adopted budget for 2021 increased the tax millage from 4.369 mills to 4.551 mills. The County has not yet adopted a budget for 2022.

2. Who is collecting real estate taxes for the Township in 2022?

- The Township authorized the Chester County Treasurer's Office to collect Township taxes beginning January 1, 2021. Township real estate bills will be mailed in early February and contain multiple methods of making payment on the back of the bill. Please check the Township's website for further information.

3. Can the Township construct a trail to connect the Windsor Ridge neighborhood to the rest of the pedestrian trail system?

- This year, staff and consultants engaged in feasibility discussions and planning conversations. Once feasibility is finalized, engineering and design are planned for 2022.

4. The Block Party was cancelled due to COVID-19. Will it be back in 2022?

- That's the plan! Assuming that the pandemic and associated restrictions have abated by next summer, the Township will be holding the Block Party.

5. When will the Uplands Farm barn be available for use again?

- Renovations on the barn are progressing well and it should be available for use in 2022.

6. We enjoyed the outdoor movie nights this summer. What other community events does the Township host?

- The Park and Recreation Board hosts a variety of community recreation events each year, including "Light Up Upper Uwchlan", which is an annual tree lighting, and Easter Egg event, and summer movie nights. Events are posted on the calendar at Upperuwchlan-pa.gov/calendar. If you have suggestions for future events, let the Park and Rec Board know.

7. Is there a place in the Township where we can play cricket?

- The Township does not have a proper cricket field, so some field users have made do playing the game on one of the Township's baseball fields. As potential improvements and renovations to Hickory Park are designed, the Township will explore the possibility of installing a cricket pitch.

8. What does it mean that the Police Department is accredited?

- The guidelines for accreditation are very stringent; it must meet a rigorous set of standards and be reviewed on-site by several members of the accreditation committee of the Police Chief's Association. It means that our Police Department has met these standards in terms of hiring, training, process management, safety, etc. Of the nearly 1,200 law enforcement agencies in the Commonwealth of Pennsylvania only about 110 are accredited.

9. Can I get another trash Toter?

- Yes, but since our focus is on reducing waste in the landfills, we strongly encourage recycling as many items as possible. Please read more in the Solid Waste Fund section. If you still need an additional Toter, there will be an additional \$315.00 annual fee.

ABOUT UPPER UWCHLAN TOWNSHIP.....



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

Upper Uwchlan Township is one of 73 municipalities that comprise Chester County, Pennsylvania, located in the northern part of the county. Chester County was one of the three original Pennsylvania counties created by William Penn in 1682. (*Philadelphia and Bucks Counties are the other two*). Chester County is the highest-income county in Pennsylvania.

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

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

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

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

ABOUT UPPER UWCHLAN TOWNSHIP.....continued

The 2020 census shows that there are 12,275 residents of the Township vs. 11,227 and 6,850 in the census' of 2010 and 2000, respectively. The Township experienced significant development during the first decade of this century. There are 4,395 residential dwellings in the Township with a median value of \$442,300. This compares to a median value in Chester County of \$357,100 and \$180,200 in the Commonwealth of Pennsylvania.

The median family income in Upper Uwchlan Township in 2019 was \$173,385 compared to \$100,214 and \$61,744 for Chester County and the Commonwealth of Pennsylvania, respectively. Whereas the County and Commonwealth experienced a small decrease in median family income since the last measurement period, Upper Uwchlan Township experienced a small increase. Township residents are well educated. High school graduates comprise 97.5% of the Township population; 71.1% have obtained a bachelor's degree or higher.

The ten largest employers in Upper Uwchlan provide approximately 1,900 jobs. Most businesses within the Township are small retail or professional offices.

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

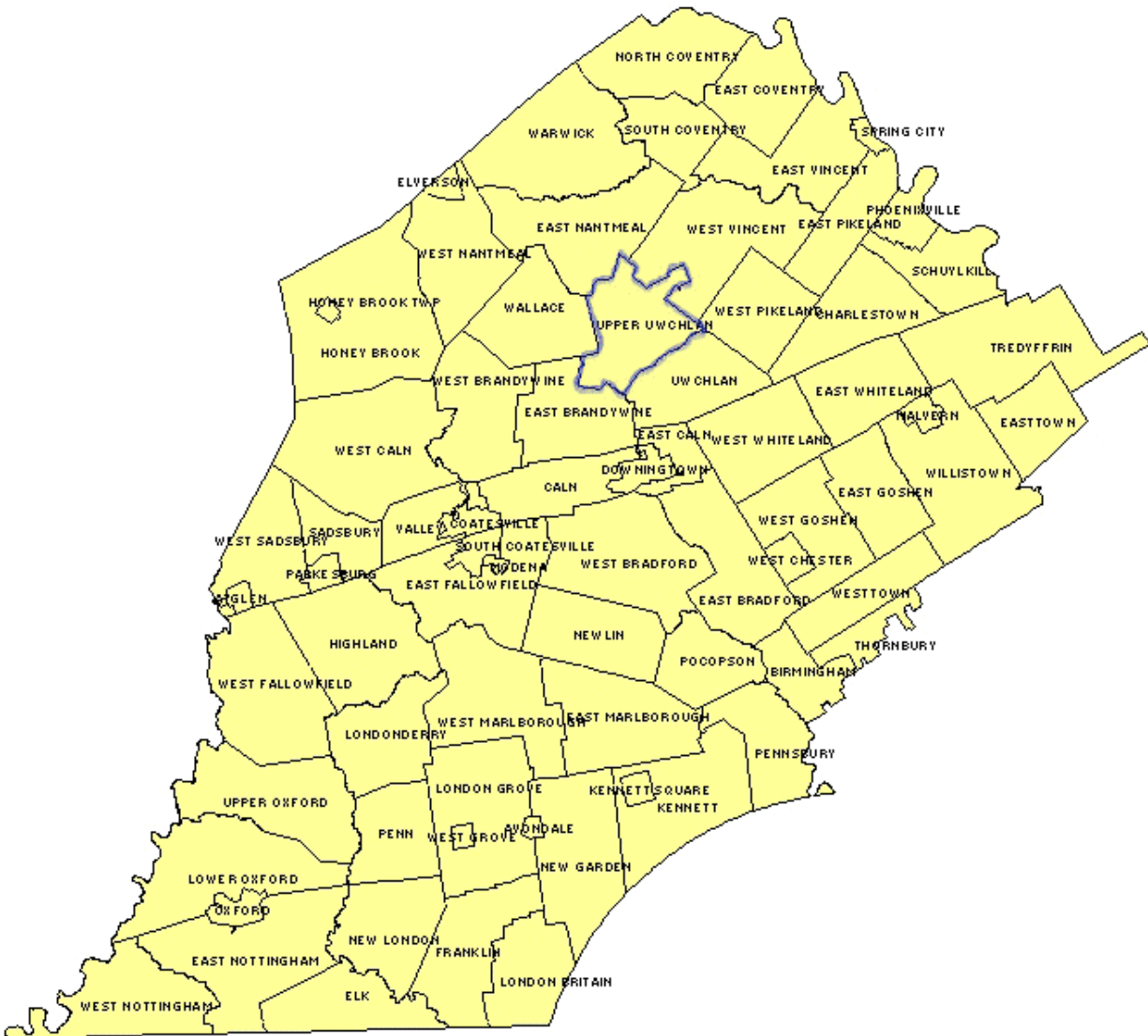
The Township owns over 90 acres of passive and active recreational land in four parks – Upland Farms (56 acres), Hickory Park (32 acres), Fellowship Fields (17 acres) and Larkins Field (7.2 acres). *Refer to the section on "Township Parks" for more information.*

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

Each year, on the Saturday before Father's Day, the Township holds a "Block Party" during which a portion of Route 100 is closed to hold the event. Local vendors participate in this street fair and there are many activities for families with young children. Fireworks cap off the evening. *(Unfortunately, due to the COVID-19 pandemic, the Block Party was cancelled in 2020 and 2021)*

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

MAP OF CHESTER COUNTY MUNICIPALITIES



UPPER UWCHLAN TOWNSHIP'S STRATEGIC GOALS

Health and Safety

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

Thriving Local Economy

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

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

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

Governance - Inclusive Government

- Significantly increase citizen understanding, access to and participation in Upper Uwchlan Township local government
- Participation and dissemination of information via various social media outlets
- Become a vision and goal-driven organization that is accountable to the residents of the Township

Effective and Efficient Township Services

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

The Strategic Goals noted above were determined through the collaboration of the Board of Supervisors, Township staff and the various Boards and Commissions that represent the residents. Also taken into consideration are the public comments from the monthly Board of Supervisors and Planning Commission meetings.

Upper Uwchlan Township
Budget - 2022

Budget Summary for 2022 - All Funds

	General Fund	Solid Waste Fund	Capital Fund	Act 209 Fund	Liquid Fuels Fund	Water Resource Protection Fund	Sewer Fund	Total
Budgeted Revenues:								
Property taxes	\$ 1,770,100							\$ 1,770,100
Earned income taxes	4,044,240							4,044,240
Licenses and permits	517,100							517,100
Interest, dividends and rents	57,000	\$ 2,000	\$ 10,000	\$ 1,000	\$ 7,000	\$ 600	\$ 1,000	78,600
Intergovernmental revenues	1,174,059	25,000	5,800	-	377,377	235,482	-	1,817,718
Grant revenue	-	-	100,000					100,000
Charges for services/fees	189,550	1,124,066	-	-	-	-	572,944	1,886,560
Miscellaneous revenue/other	268,500	-	5,000	-	-	-	-	273,500
Total Revenues	8,020,549	1,151,066	120,800	1,000	384,377	236,082	573,944	10,487,817
Budgeted Expenditures:								
Current:								
General government	2,152,937	-	3,800	-	-	-	-	2,156,737
Public Safety	3,780,492	-	114,000	-	-	-	-	3,894,492
Health and welfare	57,117	-	35,000	-	-	-	-	92,117
Public works - highways and streets	1,429,350	-	246,550	-	415,800	514,314	-	2,606,013
Public works - sanitation	-	1,031,685	-	-	-	-	-	1,031,685
Culture and recreation	491,979	-	494,150	-	-	-	-	986,129
Other	15,000	-	(12,355)	-	-	-	(4,016)	(1,371)
Debt service:								-
Principal	-	-	-	-	-	-	-	-
Interest	-	-	195,450	-	-	-	332,944	528,394
Total Expenditures	7,926,874	1,031,685	1,076,595	-	415,800	514,314	328,928	11,294,195
Excess (Deficiency) of Revenues over (under) Expenditures	93,675	119,381	(955,795)	1,000	(31,423)	(278,232)	245,016	(806,378)
Other Financing Sources (Uses)								
Transfers in	-	-	1,600,000	-	-	245,000	-	1,845,000
Transfers out	1,745,000	100,000	-	-	-	-	-	1,845,000
Total Other Financing Sources (Uses)	(1,745,000)	(100,000)	1,600,000	-	-	245,000	-	-
Net Change in Fund Balances	(1,651,325)	19,381	644,205	1,000	(31,423)	(33,232)	245,016	(806,378)
Fund Balances, Beginning of year (1/1/2022)	8,406,598	689,060	532,890	1,045,371	862,198	203,455	16,508,794	28,248,366
Fund Balances, End of Year (12/31/2022)	\$ 6,755,273	\$ 708,441	\$ 1,177,095	\$ 1,046,371	\$ 830,775	\$ 170,223	\$ 16,753,810	\$ 27,441,988

Upper Uwchlan Township
Budget - 2022

Projected Changes in Fund Balances

	General Fund	Solid Waste Fund	Capital Fund	Act 209 Fund	Liquid Fuels Fund	Water Resource Protection Fund	Sewer Fund	Total
Fund Balance, December 31, 2020	\$ 7,033,777	\$ 610,004	\$ 1,499,765	\$ 1,044,815	\$ 742,841	\$ 29,222	\$ 16,589,550	\$ 27,549,974
Net income through Sept. 30, 2021 <i>(excludes transfers in/out)</i>	3,031,308	327,330	(1,358,323)	549	139,057	(68,857)	(80,761)	1,990,304
<u>Transfers through Sept. 30, 2021:</u>								
To Capital Fund	(500,000)	-	500,000	-	-	-	-	-
To Water Resource Protection Fund	(245,000)	-	-	-	-	245,000	-	-
<u>Planned transfers through Dec. 31, 2021</u>								
To Capital Fund	-	(100,000)	100,000	-	-	-	-	-
To Capital Fund - debt reduction	-	-	-	-	-	-	-	-
To Water Resource Protection Fund	-	-	-	-	-	-	-	-
To Municipal Authority	-	-	-	-	-	-	-	-
Projected net income (loss) - 4Q 2021	(913,487)	(148,274)	(208,553)	7	(19,700)	(1,910)	5	(1,291,912)
Projected Fund Balance, December 31, 2021	\$ 8,406,598	\$ 689,060	\$ 532,890	\$ 1,045,371	\$ 862,198	\$ 203,455	\$ 16,508,794	\$ 28,248,366
Fund Balance, December 31, 2021	8,406,598	689,060	532,890	1,045,371	862,198	203,455	16,508,794	28,248,366
Budgeted net income	93,675	119,381	(955,795)	1,000	(31,423)	(278,232)	245,016	(806,378)
<u>Transfers budgeted:</u>								
To Capital Fund	(1,500,000)	(100,000)	1,600,000	-	-	-	-	-
To Capital Fund - from Turf Field cash	-	-	-	-	-	-	-	-
To Water Resource Protection Fund	(245,000)	-	-	-	-	245,000	-	-
To Municipal Authority - construction	-	-	-	-	-	-	-	-
Projected Fund Balance, December 31, 2022	\$ 6,755,273	\$ 708,441	\$ 1,177,095	\$ 1,046,371	\$ 830,775	\$ 170,223	\$ 16,753,810	\$ 27,441,988
Projected Change in Fund Balance	\$ (1,651,325)	\$ 19,381	\$ 644,205	\$ 1,000	\$ (31,423)	\$ (33,232)	\$ 245,016	\$ (806,378)
Percentage change in Fund Balance	-19.64%	2.81%	120.89%	0.10%	-3.64%	-16.33%	1.48%	-2.85%
<u>Fund Balance Retention:</u>								
General operating expenditures (budgeted) in 2022 (not including transfers)	7,926,874							
Fund balance retention - per policy at 35% <i>(Fund balance must equal or exceed this amount)</i>	\$ 2,774,406							

**UPPER UWCHLAN TOWNSHIP
2022 BUDGET
CASH FLOW PROJECTION**

	Actual 2020	Actual 9/30/2021*	Projected 12/31/2021 (3 months)	2022	2023	2024	2025	2026
General Fund								
Beginning General Fund	\$ 5,326,770	\$ 6,622,423	\$ 8,399,887	\$ 7,486,400	\$ 5,835,075	\$ 5,790,122	\$ 5,838,214	\$ 6,067,401
Accrual adjustment	(92,230)	(508,844)	-	-	-	-	-	-
Revenue	8,722,967	7,723,487	626,513	8,020,549	7,524,181	7,659,184	7,791,836	7,930,672
Expense	(5,817,084)	(4,692,178)	(1,540,000)	(7,926,874)	(7,069,134)	(7,211,092)	(7,362,650)	(7,517,182)
Transfer to Water Resource Protection Fu	-	(245,000)	-	(245,000)	-	-	-	-
Transfer to Capital - Turf Field cash	-	-	-	-	-	-	-	-
Transfer to Capital	(1,518,000)	(500,000)	-	(1,500,000)	(500,000)	(400,000)	(200,000)	-
Ending General Fund Cash	6,622,423	8,399,887	7,486,400	5,835,075	5,790,122	5,838,214	6,067,401	6,480,891
Solid Waste Fund								
Beginning Solid Waste Cash:	653,193	783,838	929,312	735,322	754,703	833,666	902,523	971,488
Accrual adjustment	114,374	(181,856)	-	-	-	-	-	-
Revenue	1,100,261	1,036,284	25,000	1,151,066	1,191,038	1,192,435	1,192,635	1,192,835
Expense	(933,990)	(708,954)	(218,990)	(1,031,685)	(1,032,075)	(1,043,578)	(1,043,670)	(1,053,688)
Reduction of long term debt (4Q)	-	-	-	-	-	-	-	-
Transfer to Capital	(150,000)	-	-	(100,000)	(80,000)	(80,000)	(80,000)	(80,000)
Ending Solid Waste Fund Cash	783,838	929,312	735,322	754,703	833,666	902,523	971,488	1,030,634
Liquid Fuels								
Beginning Liquid Fuels Cash:	694,691	752,594	886,775	867,075	835,652	896,269	966,886	1,047,503
Accrual adjustment	1,022	(4,876)	-	-	-	-	-	-
Revenue	417,568	388,841	300	384,377	401,617	411,617	421,617	431,617
Expense	(360,687)	(249,784)	(20,000)	(415,800)	(341,000)	(341,000)	(341,000)	(341,000)
Transfer from General Fund	-	-	-	-	-	-	-	-
Ending Liquid Fuels Fund Cash	752,594	886,775	867,075	835,652	896,269	966,886	1,047,503	1,138,120
Act 209 Fund								
Beginning Act 209 Fund Cash:	687,607	1,026,143	1,045,364	1,045,371	1,046,371	1,047,371	1,048,371	1,049,371
Accrual adjustment	(18,672)	18,672	-	-	-	-	-	-
Revenue	357,208	549	7	1,000	1,000	1,000	1,000	1,000
Transfer from Capital Fund	-	-	-	-	-	-	-	-
Expense	-	-	-	-	-	-	-	-
Ending Act 209 Fund Balance Cash	1,026,143	1,045,364	1,045,371	1,046,371	1,047,371	1,048,371	1,049,371	1,050,371
Water Resource Protection Fund								
Beginning Storm Water Mgt Fund Cash:	69,453	29,922	238,466	236,556	448,324	628,323	1,181,911	1,732,695
Accrual adjustment	700	(667)	-	-	-	-	-	-
Revenue	206	278,110	90	481,082	377,820	754,140	754,140	754,140
Expense	(40,437)	(68,899)	(2,000)	(514,314)	(197,821)	(200,552)	(203,356)	(206,236)
Transfer from General Fund	-	-	-	245,000	-	-	-	-
Transfer from Municipal Authority	-	-	-	-	-	-	-	-
Ending Water Resource Protection Fund	29,922	238,466	236,556	448,324	628,323	1,181,911	1,732,695	2,280,599
Sewer Fund								
Beginning Sewer Fund Cash:	106,991	106,941	106,503	108,403	110,203	112,003	113,803	115,603
Accrual adjustment	(11,609)	84,554	-	-	-	-	-	-
Purchase of capital assets	-	-	-	-	-	-	-	-
Bond issuance costs	-	-	-	-	-	-	-	-
Principal pay'ts Bonds-Series of 2019	(30,000)	-	(30,000)	(30,000)	(30,000)	(30,000)	(35,000)	(35,000)
Principal pay'ts Bonds-Series A of 2019	(205,000)	-	(205,000)	(210,000)	(215,000)	(215,000)	(220,000)	(220,000)
Interest income	12,207	62	2,100	2,000	2,000	2,000	2,000	2,000
Interest expense	(337,836)	(253,345)	(168,897)	(332,944)	(327,994)	(322,944)	(318,819)	(314,469)
Revenue - from Municipal Authority	572,688	168,791	403,897	572,944	572,994	567,944	573,819	569,469
Other cash receipts	-	-	-	-	-	-	-	-
Misc. Expense	(500)	(500)	(200)	(200)	(200)	(200)	(200)	(200)
Transfer from General Fund	-	-	-	-	-	-	-	-
Transfer (to)/from Municipal Authority	-	-	-	-	-	-	-	-
Ending Sewer Fund Balance Cash	106,941	106,503	108,403	110,203	112,003	113,803	115,603	117,403

**UPPER UWCHLAN TOWNSHIP
2022 BUDGET
CASH FLOW PROJECTION**

	Actual	Actual	Projected					
	2020	9/30/2021*	12/31/2021	2022	2023	2024	2025	2026
			(3 months)					

Capital Fund

Beginning Capital Fund Cash:	3,176,716	1,070,401	396,171	187,618	214,968	709,968	1,104,968	1,309,968
Accrual adjustment	(1,422,594)	(397,579)	-	-	-	-	-	-
Proceeds of GO Bonds - Series of 2019			-	-	-	-	-	-
Debt issuance costs - 2019 Bonds			-	-	-	-	-	-
Grant - Commonwealth of Pa (Park Rd Trail)		-	-	-	-	-	-	-
Transfers from/(to):								
General Fund	1,518,000	500,000	291,447	1,500,000	500,000	400,000	200,000	-
Solid Waste	150,000	-	100,000	100,000	80,000	80,000	80,000	80,000
Act 209 Fund			-					
Sale of fixed assets	16,736	30,409	-	5,000	5,000	5,000	5,000	5,000
Interest	12,157	683	-	10,000	10,000	10,000	10,000	10,000
Other income	21,572	-	-	5,800	-	-	-	-
Township properties:								
Township building	(1,911,063)	(315)	-	(3,800)	(5,000)	(5,000)	(5,000)	(5,000)
Public Works building		(36,102)	-	-	-	-	-	-
Milford Road property	-	(2,791)	-	-	-	-	-	-
Township - general items	-	-	-	-	(5,000)	(5,000)	(5,000)	(5,000)
Police Vehicles	(49,983)	(52,439)	-	(104,000)	(50,000)	(50,000)	(40,000)	(40,000)
Police - Other Capital Purchases		-	-	-	-	-	-	-
Purchase Codes Dept. vehicle		-	-	-	-	-	-	-
Public Works Equipment/truck	(269,475)	(135,119)	-	(202,700)	-	-	-	-
Parks:								
General		(37,050)	-	-	(15,000)	(15,000)	(15,000)	(15,000)
Hickory Park			-	(385,000)	(5,000)	(5,000)	(5,000)	(5,000)
Fellowship Fields		287,747	-	-	(15,000)	(15,000)	(15,000)	(15,000)
Upland Farms	(119,176)	(628,765)	(600,000)	(825,000)	(5,000)	(5,000)	(5,000)	(5,000)
Larkins Field		-	-	(29,100)	-	-	-	-
Eagle Crossroads		-	-	-	-	-	-	-
Park Road Trail - Phase IV		-	-	-	-	-	-	-
Eagle Village Trail Extension	-	-	-	-	-	-	-	-
Lyndell Road Bridge	-	-	-	(43,850)	-	-	-	-
Traffic Signals	-	(13,932)	-	-	-	-	-	-
Emergency Management	-	-	-	-	-	-	-	-
Expenses-Principal & Interest	(52,489)	(188,977)	-	-	-	-	-	-
Principal on GO Bonds-Series of 2019	(155,000)	-	(155,000)	(160,000)	(225,000)	(235,000)	(240,000)	(240,000)
Interest on GO Bonds-Series of 2019	(201,344)	-	(99,188)	(200,550)	(195,450)	(188,550)	(188,550)	(171,200)

Ending Capital Fund Cash	1,070,401	396,171	187,618	214,968	709,968	1,104,968	1,309,968	1,314,968
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Beginning Cash UUT	10,538,977	10,255,399	11,657,509	10,321,786	8,686,769	9,277,396	9,860,962	10,445,730
Ending Cash UUT	10,255,399	11,657,509	10,321,786	8,686,769	9,277,396	9,860,962	10,445,730	11,014,984

DESCRIPTION OF THE TOWNSHIP'S FUND STRUCTURE

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

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

The budgetary funds and their descriptions are as follows:

GOVERNMENTAL FUNDS

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

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

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

NON-MAJOR GOVERNMENTAL FUNDS

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

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

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

PROPRIETARY FUNDS

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

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

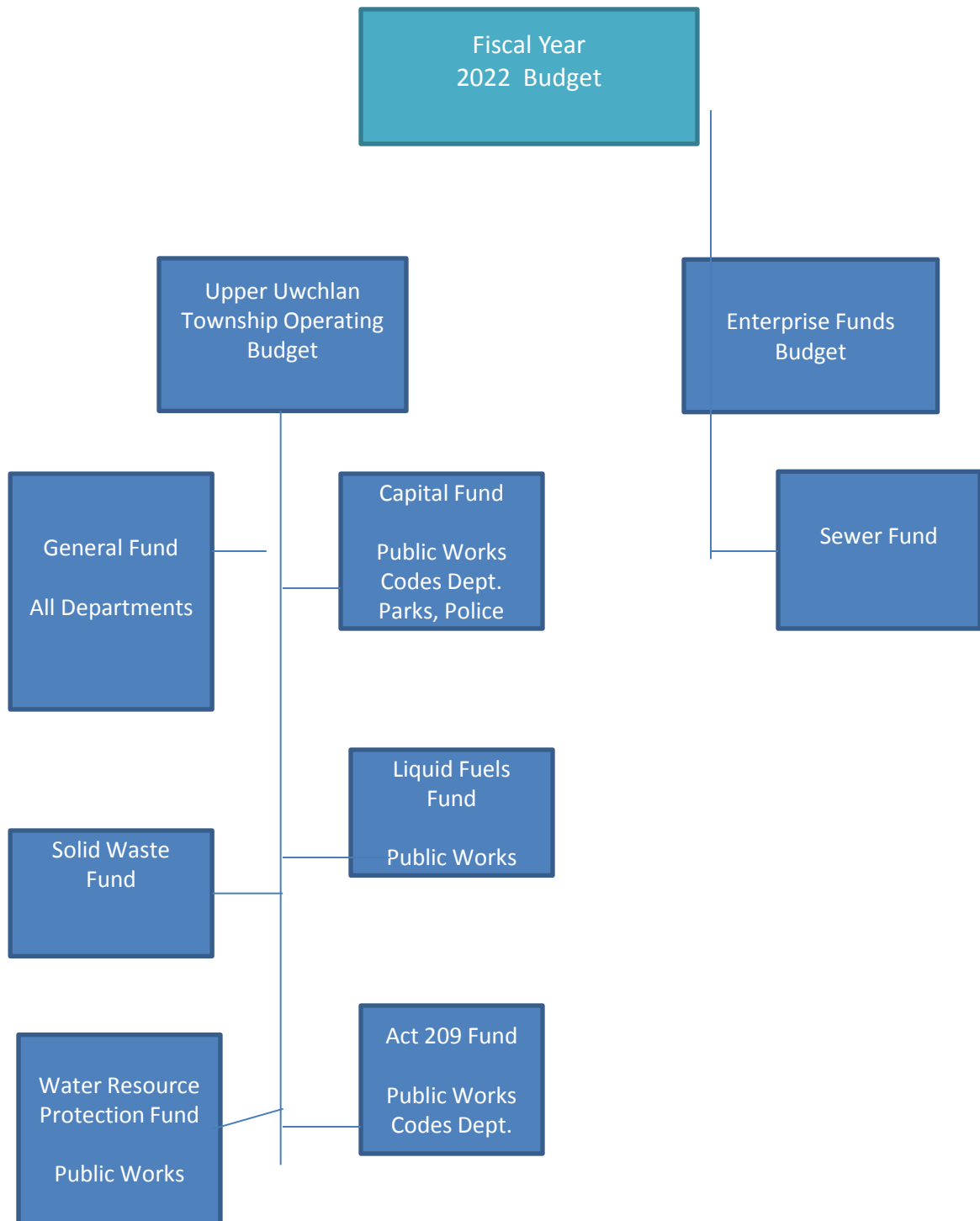
FIDUCIARY FUNDS

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

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

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

UPPER UWCHLAN TOWNSHIP RELATIONSHIP BETWEEN FUNDS AND DEPARTMENTS



This chart shows the departments that primarily provide services to each of the Township Funds. The General Government and Executive departments are involved with all of them.

BASIS OF ACCOUNTING AND BUDGETING

Basis of Budgeting

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

Accounting Basis

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

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

BUDGET SCHEDULE

Activity	Recommended Date	Date Required by Statute
Department heads review 2021 actuals in preparation for 2022 budget meetings	August 23, 2021	
Department heads notify Treasurer and Township Manager of any large increases they are submitting in the 2022 Budget (ie – personnel, capital)	August 31, 2021	
Treasurer prepares initial budget worksheet: <ul style="list-style-type: none"> Estimates revenue based on current year actuals and prior year trends Estimates salary and benefits based on current staffing levels 	August 31, 2021	
Department heads submit data for 2022/2021 actual performance measures	September 8, 2021	
Department heads meet with Township Manager and Treasurer to review goals for 2022	September 20, 2021	
Treasurer incorporates requests from department heads into budget and updates minor expense line items	September 28, 2021	
Capital budget items are reviewed	October 5, 2021	
Treasurer prepares and delivers the initial 2022 Budget package to the Board of Supervisors for their review	October 12, 2021	
Initial presentation of the 2022 Budget to the Board of Supervisors for the following departments: <i>Police</i> <i>Codes</i> <i>Public Works</i> <i>Solid Waste Fund</i> <i>Liquid Fuels Fund</i> <i>Parks</i>	October 12, 2021 (public Workshop)	

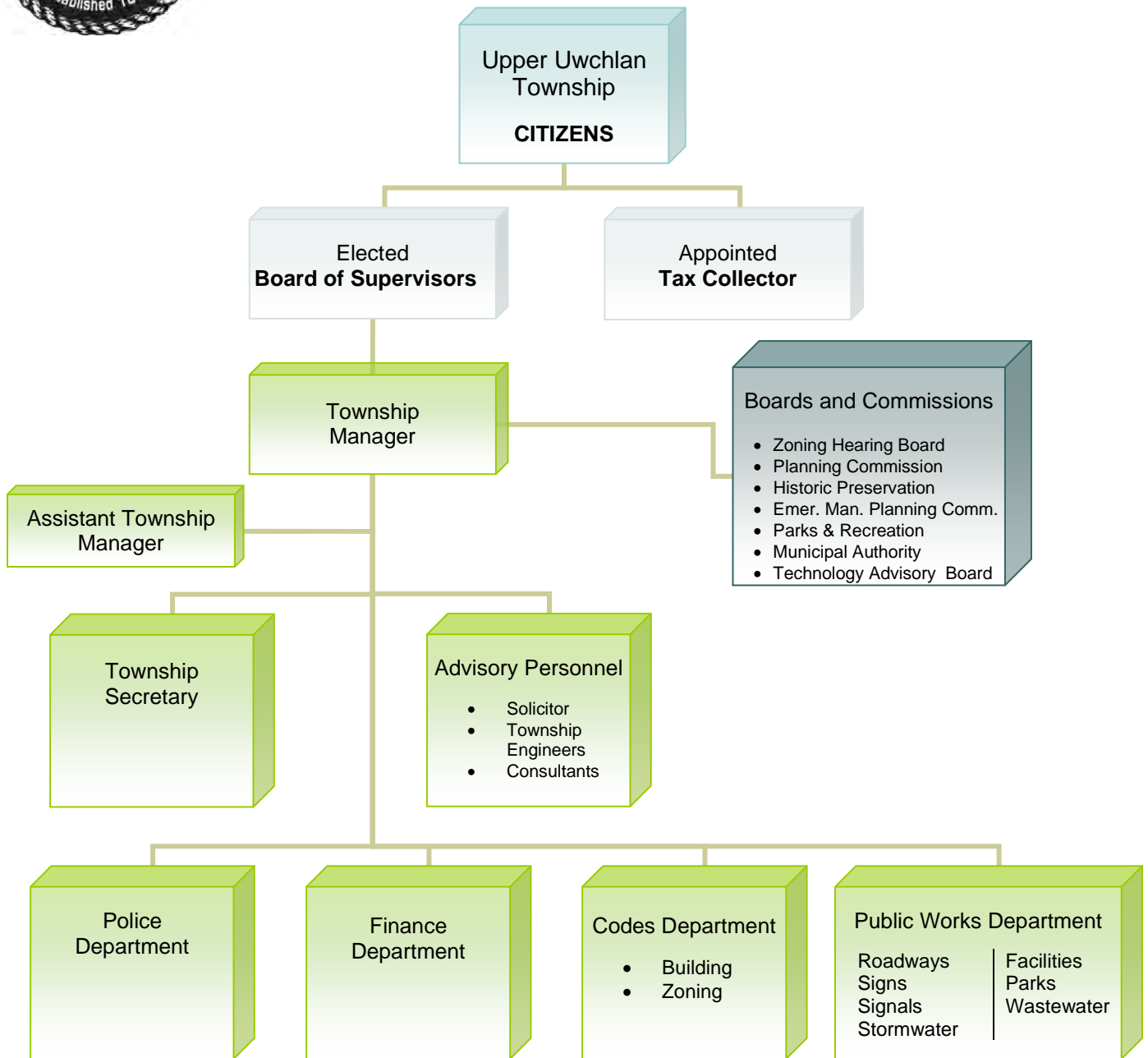
Activity	Recommended Date	Date Required by Statute
The following departments present their budgets to the Board of Supervisors: <i>General Government</i> <i>Executive</i> <i>Audit & Tax</i> <i>Legal and Computer</i> <i>Engineering</i> <i>Township Properties</i> <i>Planning and Zoning</i> <i>Commissions</i> <i>Other Services</i> <i>Long Term Debt</i> <i>Capital Fund</i> <i>Water Resource Protection Fund</i> <i>Sewer Fund</i> <i>Act 209 Fund</i>	November 9, 2021	
Township Manager requests Supervisors to authorize advertising the budget	November 9, 2021 (public workshop)	
Budget is advertised in the Daily Local News as required by Pa. Statute (20 business days prior)	November 17, 2021	November 17, 2021
Supervisors discuss budget, request any final changes (if necessary)	December 14, 2021	
Township Manager presents the final budget to the Supervisors and recommends voting to accept it	December 20, 2021 (public meeting)	December 31, 2021

Process for Budget Amendments

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



UPPER UWCHLAN TOWNSHIP ORGANIZATIONAL CHART



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

SUMMARY OF STAFF POSITIONS

	2022	2021	2020
Full Time:			
Executive	6	6	6
Codes Department	3	3	3
Police Department	15	12	12
Public Works Department	7	7	6
Public Works – Facilities	3	3	3
Total	34	31	30
Part Time/Seasonal:			
Executive	1	0	0
Codes Department	0	0	0
Police Department	1	2	2
Public Works Department	0	0	1
Public Works – Facilities *	0	0	0
Total	2	2	3

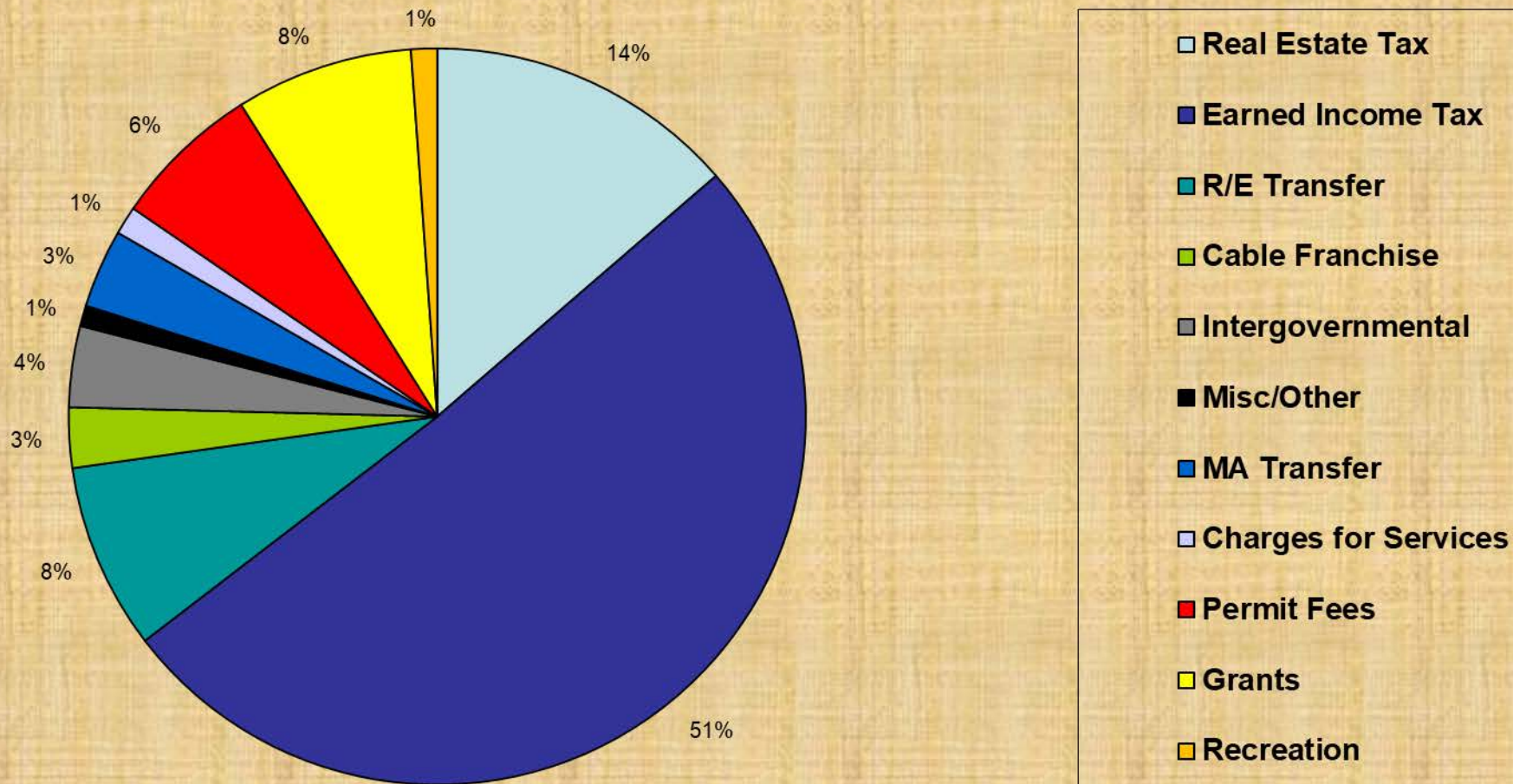
Statistics are as of the end of each year presented. The Public Works Department hires three to four seasonal workers during the summer months – usually May through September - to maintain the grass in the Township parks and near roadways. They are not included in the numbers presented above because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

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

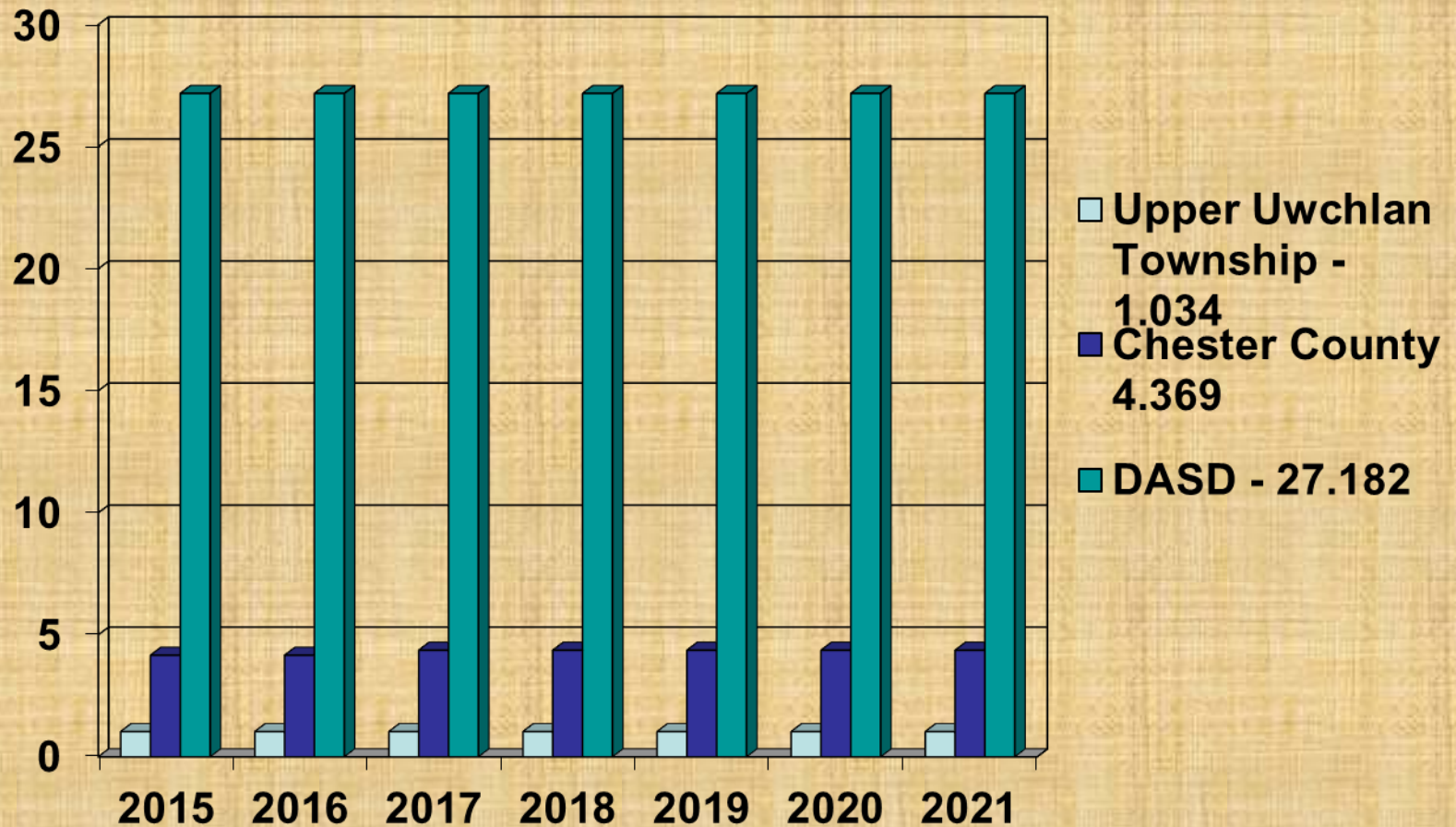
**UPPER UWCHLAN TOWNSHIP
2022 BUDGET SUMMARY - GENERAL FUND**

	Actual	Actual	Budget	Actual YTD	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
	2019	2020	2020	9/30/21	2021	2022	21 Budget	Inc/(Dec)	2023	2024	2025	2026
INCOME												
Total 301 PROPERTY TAXES	973,847	1,102,181	996,100	1,065,037	1,008,100	1,055,100	47,000	5%	1,063,100	1,068,100	1,068,100	1,068,100
Total 301.7 HYDRANT TAX	68,995	67,030	65,000	62,193	65,000	65,000	-	0%	66,000	66,000	66,000	66,000
Total 310 EARNED INC & TRANSFER TAX	4,750,831	4,801,964	4,345,795	4,466,968	4,465,636	4,694,240	228,604	5%	4,775,125	4,857,627	4,941,780	5,027,615
Total 320 PERMITS	397,908	723,001	395,100	621,959	442,100	517,100	75,000	17%	552,100	602,100	652,100	712,100
Total 321 CABLE FRANCHISE FEES	227,008	213,407	225,000	159,516	220,000	210,000	(10,000)	-5%	208,000	206,000	204,000	202,000
Total 331 FINES/394 POLICE ACTIVITY	62,473	59,813	50,500	39,583	50,500	50,500	-	0%	50,500	50,500	50,500	50,500
Total 341 INTEREST EARNNGS	75,587	54,363	50,000	24,775	35,000	33,000	(2,000)	-6%	33,000	33,000	33,000	33,000
Total 342 RENTS & ROYALTIES	24,000	24,000	24,000	18,000	24,000	24,000	-	0%	24,000	24,000	24,000	24,000
Total 354 GRANTS	-	465	16,808	618,752	-	618,752	618,752	#DIV/0!	-	-	-	-
Total 355/356 INTERGOVERNMENTAL REVENUES	309,461	308,285	302,600	288,044	302,600	282,600	(20,000)	-7%	282,600	282,600	282,600	282,600
Total 361 CHARGES FOR SERVICE/FEES	70,837	(4,677)	138,850	35,969	88,850	98,850	10,000	11%	98,350	98,350	98,350	98,350
Total 367 CULTURE & RECREATION	81,380	43,442	85,700	72,301	85,700	90,700	5,000	6%	90,700	90,200	90,700	90,700
Total 380 MISC INCOME	47,323	1,089,485	8,000	38,368	8,000	8,000	-	0%	8,000	8,000	8,000	3,000
Total 392 INTERFUND TRANSFER	270,080	245,253	273,821	212,022	264,736	272,707	7,971	3%	272,707	272,707	272,707	272,707
Total Income	7,359,730	8,728,012	6,977,274	7,723,487	7,060,222	8,020,549	960,327	14%	7,524,181	7,659,184	7,791,836	7,930,672
EXPENSES												
Total 400 GENERAL GOVERNMENT	64,836	79,578	72,745	54,882	73,287	78,207	4,920	7%	78,207	78,207	78,207	78,207
Total 401 EXECUTIVE	733,517	753,868	807,248	593,345	802,042	839,941	37,899	5%	862,253	885,208	911,216	938,887
Total 402 AUDIT	31,450	30,900	28,500	24,700	23,700	25,700	2,000	8%	26,700	27,700	28,700	28,700
Total 403 TAX COLLECTION	13,759	11,630	14,035	15,260	8,500	12,900	4,400	52%	12,900	12,900	12,900	12,900
Total 404 LEGAL	51,956	58,662	45,000	50,626	55,000	60,000	5,000	9%	60,000	60,000	60,000	60,000
Total 407 COMPUTER	108,212	122,507	114,200	103,548	141,480	160,000	18,520	13%	150,000	150,000	150,000	150,000
Total 408 ENGINEERING	96,472	69,018	169,500	84,126	169,500	788,252	618,752	365%	194,500	194,500	194,500	194,500
Total 409 TOWNSHIP PROPERTIES	263,150	216,879	174,369	109,311	187,102	186,123	(979)	-1%	180,623	180,623	180,623	180,623
Total 410 POLICE EXPENSES	2,215,267	2,319,097	2,346,296	1,829,845	2,413,496	2,779,019	365,522	15%	2,788,649	2,865,930	2,946,342	3,030,062
Total 411-412 FIRE & AMBULANCE	381,294	534,246	378,137	350,680	378,137	613,808	235,671	62%	443,808	445,808	447,808	449,808
Total 413 CODES ADMINISTRATION	391,340	374,109	426,321	246,984	350,701	369,724	19,023	5%	379,475	389,516	402,343	412,636
Total 414 PLANNING & ZONING	11,817	3,670	39,300	5,635	39,300	89,300	50,000	127%	18,300	18,300	18,300	18,300
Total 415/422/456 EMERGENCY OPERATIONS/OTHER	33,933	37,141	42,258	26,498	64,828	64,967	139	0%	44,610	44,758	44,910	45,066
Total 433 SIGNS	5,290	4,686	6,000	4,078	6,000	6,000	-	0%	6,000	6,000	6,000	6,000
Total 434 SIGNALS	57,466	24,550	35,000	9,745	35,200	35,200	-	0%	25,000	25,000	25,000	25,000
Total 438 PUBLIC WORKS	1,198,046	856,967	1,008,269	917,594	1,286,473	1,310,754	24,281	2%	1,337,929	1,366,463	1,395,622	1,426,313
Total 454 PARK & RECREATION	353,020	323,444	443,599	263,208	460,579	491,979	31,400	7%	446,679	446,679	446,679	446,679
Total 459 HISTORICAL COMMISSIONS/EAC	1,452	1,177	4,316	2,115	5,000	15,000	10,000	200%	13,500	13,500	13,500	13,500
Total Expenses before Operating Transfers	6,012,276	5,822,129	6,155,093	4,692,178	6,500,325	7,926,874	1,426,549	22%	7,069,134	7,211,092	7,362,650	7,517,182
Net Income before Operating Transfers	1,347,454	2,905,883	822,181	3,031,308	559,897	93,675	(466,222)	-83%	455,047	448,092	429,186	413,490
Total Operating Transfers	(150,000)	(1,518,000)	(818,000)	(745,000)	(1,145,000)	(1,745,000)	(600,000)	52%	(500,000)	(400,000)	(200,000)	-
Total Expenditures	6,162,276	7,340,129	6,973,093	5,437,178	7,645,325	9,671,874	2,026,549	27%	7,569,134	7,611,092	7,562,650	7,517,182
Net Income - General Fund	1,197,454	1,387,883	4,181	2,286,308	(585,103)	(1,651,325)	(1,066,222)	182%	(44,953)	48,092	229,186	413,490
<u>Solid Waste Fund</u>												
Revenues	1,132,126	1,100,261	1,096,444	1,036,284	1,141,331	1,151,066	9,735	1%	1,191,038	1,192,435	1,192,635	1,192,835
Expenses	(952,814)	(933,990)	(914,796)	(708,954)	(1,045,522)	(1,031,685)	13,837	-1%	(1,032,075)	(1,043,578)	(1,043,670)	(1,053,688)
Operating transfers	-	(150,000)	(150,000)	-	(100,000)	(100,000)	-	0%	(80,000)	(80,000)	(80,000)	(80,000)
Net Income - Solid Waste Fund	179,312	16,271	31,648	327,330	(4,191)	19,381	23,572	-562%	78,963	68,857	68,965	59,146
COMBINED NET INCOME	1,376,766	1,404,154	35,829	2,613,638	(589,294)	(1,631,944)	(1,042,650)	177%	34,010	116,949	298,151	472,637

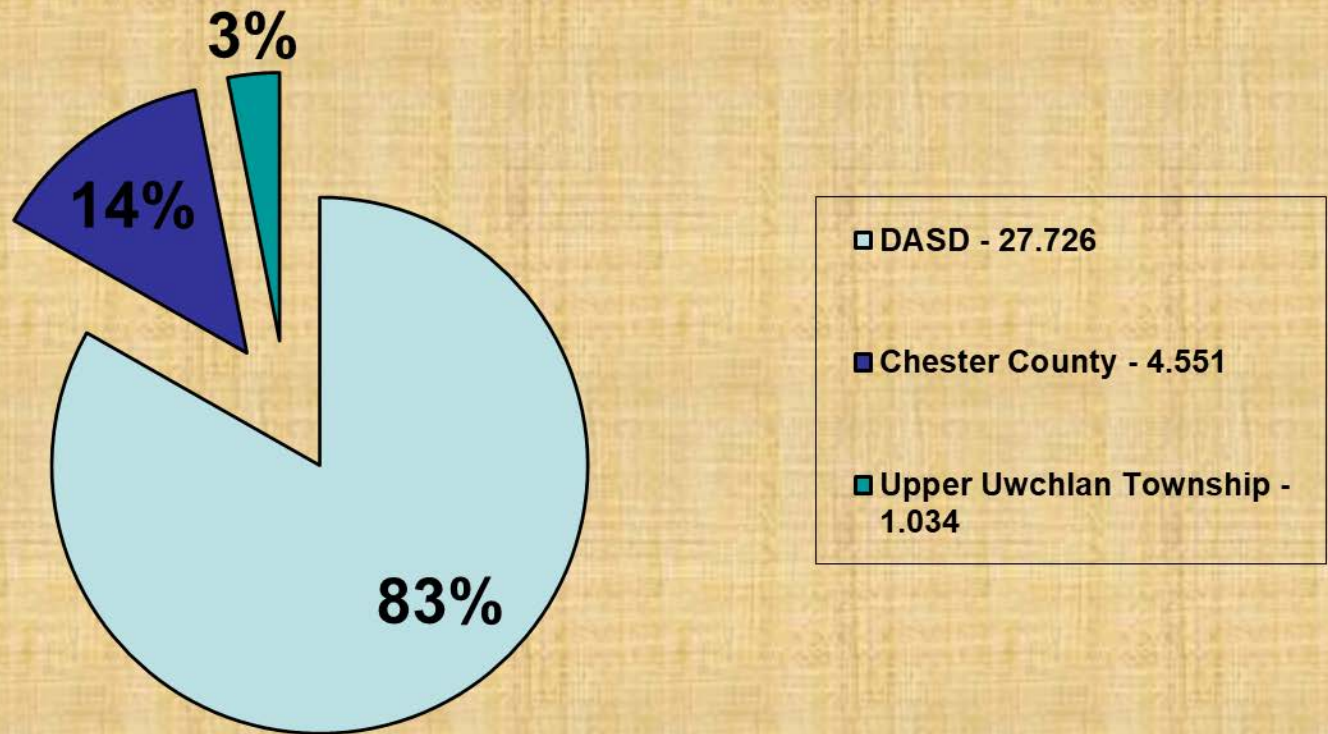
2022 General Fund Revenues



Real Estate Tax Comparison Year to Year



Real Estate Tax Comparison By Entity



FINANCIAL POLICIES

Financial policies provide a framework for making annual budgetary and other financial decisions. The Township has the following accounting and financial policies in place:

- Capitalization Policy
- Maintaining a Balanced Budget
- Fund Balance Policy
- General Cash Receipts Policy
- Utility Billing Policy
- Investment Policy
- Contribution Policy
- Debt Management Policy

CAPITALIZATION POLICY

POLICY PURPOSE

It shall be the policy of Upper Uwchlan Township to apply accounting principles in accordance with generally accepted accounting principles ("GAAP"). GAAP includes all relevant Governmental Accounting Standards Board ("GASB") pronouncements. This policy relates to the capitalization of capital assets and also describes what does not qualify for capitalization.

SCOPE

This policy applies to Upper Uwchlan Township's Governmental and Proprietary Funds.

RESPONSIBILITY

The Treasurer is responsible for maintaining and revising this policy with the review and approval of the Township Manager.

POLICIES AND GOALS

Applicability

This policy is applicable to every capital asset purchased or received by donation that has an initial cost of \$5,000 (\$10,000 in the case of infrastructure assets) or more.

Definition of a Capital Asset

A capital asset has an initial cost of \$5,000 or more and an estimated useful life in excess of one year. Such assets are recorded at historical cost, if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

Major outlays for capital assets and improvements are capitalized as projects are constructed, inclusive of ancillary costs.

Certain costs can exceed \$5,000 and are not deemed to be capital in nature. Painting a building is one example of a cost that is incurred but which is deemed to be a maintenance expense and not capitalizable. However, if a truck was purchased and the truck was being painted a special color prior to delivery to us, the painting would be capitalized as part of the truck purchase since it occurred at the time of purchase and added to its value.

Depreciation Method

The Township's capital assets are depreciated using the straight line method over the following estimated useful lives:

Land improvements	10 – 30 years
Buildings	40 years
Building improvements	7 - 40 years
Infrastructure	50 years
Machinery and equipment	5 – 20 years
Vehicles	5 – 18 years

The half-year convention is used to record depreciation. Under this convention, half of the normal depreciation is recorded in the first and last year of an asset's estimated useful life.

POLICY FOR MAINTAINING A BALANCED BUDGET

ADOPTED: November 12, 2019

PURPOSE OF THE POLICY

This policy provides guidance and ensures that there is a common understanding among the elected officials, staff and the community concerning what a structurally balanced budget is, and the Township's intent to maintain it from year to year. The intention of the policy is to demonstrate a commitment to long term financial planning and sound fiscal policy.

APPLICABILITY OF THE POLICY

The Balanced Budget policy is applicable to Upper Uwchlan Township's General Fund only.

ACHIEVING AND MAINTAINING A BALANCED BUDGET

A **structurally balanced budget** is one in which recurring revenues exceed or equal recurring expenditures. In other words, where the net income is positive. Incurring a net loss in any year would mean that the budget was not balanced. In Pennsylvania, a budget can be “balanced” by using fund reserves but then it would not be considered structurally balanced. A true structurally balanced budget is one that supports financial sustainability for multiple years into the future.

It is the intention of Upper Uwchlan Township to adopt a structurally balanced budget each year.

Recurring revenues are the portion of the municipality’s revenues that are expected to continue year to year in a predictable manner. Examples are: real estate property taxes, real estate transfer taxes, earned income taxes, building permits, cable franchise fees, and intergovernmental revenues. In preparing each year’s budget, Township staff knows that we will have these recurring revenues but whether they can be expected to increase in the following year – or to decrease – is a matter of judgement. It is necessary to take into account the broader economic view of what is happening in the United States and in our area. Is a recession expected? Are housing prices going up or down? How will that affect recurring tax revenues? What is expected in terms of home building in the Township?

Recurring expenditures include salaries and benefits, pension costs, payroll taxes, vehicle maintenance, insurance, supplies, travel and training etc. Recurring expenditures are those that can reasonably be expected to be consistent year to year (with expected cost of living increases) and which are required to maintain service levels. Governments recognize that they have a greater degree of flexibility in controlling non-recurring expenditures than recurring ones.

Reserves are the portion of fund balance that is set aside as a hedge against future downturns in revenue. The Township has defined the minimum amount of funds that should be held in reserve in the Fund Balance Policy. Maintaining that minimum amount of Fund Balance and growing it each year is an indication of a structurally balanced budget.

The Township has been very successful in taking a conservative approach to budgeting. Such an approach is consistent with good accounting practices – budgeting for expenditures to be higher and revenues lower than might be expected.

REMEDY FOR NON-COMPLIANCE

If circumstances are such that the budget is not structurally balanced in a future period, and it is balanced only because it is using existing fund reserves, there must be a plan put into place to specify how and when the budget will again be structurally balanced. The plan should include the following:

- Cause of the budget imbalance
- Amount of time to return to a structurally balanced budget
- Annual amount of catch-up to return to a balanced position

RESPONSIBILITY FOR THE POLICY

The development and responsibility of the Balanced Budget Policy rests with the Treasurer.

FUND BALANCE POLICY

(In Conformity with GASB Statement No. 54)

ADOPTED: June 16, 2014

PURPOSE OF FUND BALANCE

Upper Uwchlan Township believes in sound fiscal management and understands that keeping adequate working capital is fiscally responsible and advantageous for both the township and the taxpayers. The fund balance is an important measure of economic stability. It is essential that the Township maintain adequate levels of unreserved fund balance to provide the capacity to provide sufficient cash flow for daily financial needs; offset significant economic downturns or revenue shortfalls; secure and protect the bond rating of the Township; and provide funds for unforeseen expenditures related to emergencies.

DEFINITIONS

Fund Balance. Net assets, which is the difference between assets and liabilities in a governmental fund, is considered Fund Balance.

The Governmental Accounting Standards Board (GASB), which establishes financial reporting rules for governments, separates fund balance into five classifications that comprise a hierarchy based primarily on the restrictions placed on the funds.

1. **Non-spendable:** That portion of the fund balance that cannot be spent because they are either in a non-spendable form or legally or contractually required to be maintained intact. Examples include inventories, prepaid items, account receivables and other current assets that are consumed in the course of operations and cannot be converted to cash or are not expected to be available to pay current liabilities.
2. **Restricted:** That portion of the fund balance that is constrained to be used for a specific purpose as per an external party or law. These restrictions include such things as debt covenants' or constraints imposed by legislation or federal and state agencies on the use of intergovernmental revenues, such as grants and contracts.
3. **Committed:** That portion of the balance that is to be used for a specific purpose as per Township resolution or ordinance. These funds may only be spent for the purpose intended by the resolution or ordinance and can only be uncommitted by the same action taken to commit the funds. Action to commit resources should occur prior to the fiscal year end.
4. **Assigned:** That portion of the fund balance that is intended to be used for a specific purpose as established by the Treasurer or Township Manager. Assigned resources do not require formal action of the governing body. Assigned fund balance can reflect the

appropriation of a portion of existing fund balance to eliminate a projected deficit in the subsequent year's budget.

5. **Unassigned:** That portion of the fund balance that represents expendable available financial resources that can be used to meet contingencies and cash flow requirements. It is the residual after the non-spendable, restricted, committed and assigned portions are deducted from the total fund balance.

Considerations. Credit rating agencies and others monitor the levels of fund balance in the general fund as an important indicator of the Township's economic condition. While credit agencies have always analyzed fund balance as part of their evaluation of credit-worthiness, increased attention has been focused on determining sufficient levels due to recent events in the credit markets.

The size of the fund balance is an important, but not the only consideration in the Township's rating. Other important factors are the reliability of a government's revenue sources, economic conditions, employment base, cash position, debt ratios, budget management, and fiscal decisions made by the governing body.

The Government Finance Officer's Association of the US & Canada (GFOA) recommends, *at a minimum*, that general-purpose governments, regardless of size, maintain unreserved fund balance in their general fund of no less than 5 to 15 percent of regular general fund operating revenues, or of no less than one to two months of regular general fund operating expenditures.

FUND BALANCE POLICY

It is the policy of Upper Uwchlan Township to maintain a minimum unassigned fund balance in the general fund equal to 35% of all general operating expenditures (before any transfers to other funds) in the preceding fiscal year measured on a Generally Accepted Accounting Principles (GAAP) basis. In the event that the unassigned general fund balance drops below this minimum level, the Township shall plan to adjust budgeted resources in the subsequent fiscal years to restore the balance. Except in extraordinary circumstances, unassigned fund balance should not be used to fund any portion of the ongoing and routine year-to-year operating expenditures of the Township. It should be used primarily to insure adequate assigned balances, to respond to unforeseen emergencies, to provide cash flow, and to provide overall financial stability.

Amounts in excess of the targeted 35% shall be used for capital improvements or other one-time expenditures as authorized by the Board of Supervisors.

The General Fund assigned and unassigned fund balance shall be used as a revenue source to balance the general operating budget under the following conditions:

- a. It will be used for "one-time" expenditures.
- b. If used to fund reoccurring expenditures of the next fiscal year, future budget decisions will revolve around finding resources to continue funding these expenditures.

Board action must be taken to establish the types of assignments prior to the fiscal year end but will delegate to the Treasurer the determination of the proper amounts that are required.

POLICY ADMINISTRATION

The Treasurer shall be responsible for monitoring and reporting the Township's various assignments. The Township Manager is directed to make recommendations to the Board of Supervisors on the use of unassigned funds both as an element of the annual operating budget submission and from time to time throughout the year as needs may arise.

GENERAL CASH RECEIPTS POLICY

ADOPTED: May 16, 2016

POLICY PURPOSE

It shall be the policy of Upper Uwchlan Township to develop, encourage, and enforce a controlled environment for the receipt and processing of all revenues. The ultimate goal is to ensure that proper controls exist over all receipts in accordance with generally accepted accounting principles (GAAP), local ordinances and state laws. This policy describes the guidelines associated with the receipt of Township revenues.

SCOPE

This policy applies to Upper Uwchlan Township's Governmental and Proprietary Funds.

RESPONSIBILITY

The Treasurer is responsible for maintaining and revising this policy with the review and approval of the Township Manager.

POLICIES AND GOALS

Applicability

This policy is applicable to every Township department involved in handling any Township cash or checks. Employees with any type of cash handling function are required to be familiar with the requirements of this policy.

Segregation of Duties

Cash handling operations must be subject to daily supervisory review and management. To minimize the potential for mistakes or misappropriation of cash, the segregation of cash handling duties is mandatory. The duties of collecting cash, maintaining documentation, preparing deposits and reconciling records should be separated among different individuals. In departments where separation

of duties is not feasible, strict individual accountability and review of the funds by management is required.

Safekeeping

Departments handling cash are responsible for the safekeeping of these Township assets. The following general guidelines should be followed to help maintain the integrity of those areas handling cash and checks:

- Unauthorized persons are not allowed in areas when cash is being handled
- Large sums of cash should be counted and handled out of sight of the general public
- Cash should never be left unattended. If an employee leaves his or her desk, for any reason, cash must be appropriately secured and locked.
- For overnight storage, cash and checks should be locked in the safe located in the Finance Department
- Under no circumstances should an individual keep Township cash with their own personal funds, deposit Township funds in a personal bank account or take Township fund's to one's home for safekeeping

Incoming Revenues

Aside from the separate Policy on Utility Billing Cash Receipts and Collection Policy or Real Estate Tax Collection Policy, Upper Uwchlan Township receives funds for a number of other reasons.

The Township's various departments collect fees for the services they provide. The Codes Department collects fees for permits, refinance certifications, zoning permits and hearings, and usage of the Township's recreational fields. Fees are collected for engineering reviews of subdivision and land development—plan submittals. The Police Department collects fees for accident reports, background checks and motor vehicle and ordinance violations. The Finance Department receives additional sources of revenue which include, but are not limited to, earned income and local service taxes, realty transfer taxes, cable franchise fees, cell tower rentals and intergovernmental revenues.

Collection of Revenues

The Township collects the aforementioned revenues in a variety of ways:

1. Mail delivery to the Township Office
2. Cash or check collections at the Township Office
3. Secure drop box at the exterior of the Township Office
4. Police collection
5. ACH transactions

All mail is opened and checks are recorded in a log at the counter and then forwarded to the Finance Department. A member of the Finance Department retrieves deposits from the secure drop box several times a week. The box is checked on a daily basis immediately after bills are mailed and on days surrounding the time that bills are due. Receipts are given to everyone who brings cash or checks to the

Township Office and they are also recorded in the log book before being turned over to the Finance Department. Receipts must always be given to anyone who is paying in cash.

The Police Department has separate policies concerning the receipt and safekeeping of any cash or checks received by the Department. Any monies collected by the Police Department are turned over to the Finance Department by the next day.

All ACH transactions are recorded in the general ledger by the Treasurer.

Revenue Recognition

It is important that all revenues received are recorded accurately into the township's financial software. The Finance Department has the responsibility for entering all receipts accurately and in a timely manner. The majority of checks are entered via check scanners provided by the two banks that the Township uses as depositories. Checks that will not scan properly, and cash, must be physically deposited at one of the two banks.

Petty Cash

The Township maintains a small amount of petty cash on hand to be used for small cash expenses that may be incurred from time to time. Petty cash is kept in the locked safe. A nominal amount of cash is maintained at the counter to make change and is kept in a locked drawer in the desk. Receipts are turned over to the Finance Department when the amount reaches or exceeds \$50.00 on hand.

UTILITY BILLING CASH RECEIPTS AND COLLECTIONS POLICY

ADOPTED: May 16, 2016

PURPOSE OF THE UTILITY BILLING CASH RECEIPTS AND COLLECTIONS POLICY

The purpose of this policy is to establish guidelines for both the receipt of payments for Solid Waste & Recycling and Sewer services and the timely collection of delinquent accounts resulting from non-payment.

SCOPE

This policy is intended to apply only to billings for Sewer and Solid Waste and Recycling.

RESPONSIBILITY

The Treasurer is responsible for maintaining and revising this policy with the review and approval of the Township Manager.

BILLINGS FOR SERVICES

Solid Waste and Recycling

The Township contracts with an outside contractor to provide Solid Waste and Recycling Services to the Township. The contract with the outside contractor typically has a term of three years and is subject to the bid process outlined in the Second Class Township Code. All **occupied residential properties** as defined in Chapter 148 of the Township Code are provided this service by the Township except for the developments who are providing it through the Homeowner's Association. Those developments are:

- Marsh Harbour
- Mews at Byers Station (condominiums)

The Township invoices the residential properties on an annual basis. The service period extends from February 1 until January 31 of the following year. Invoices for the annual period are mailed at the end of January and are due according to the following schedule:

- | | |
|-----------------------------------|---------------------|
| • Discount of 2% | March 31 |
| • In full, no discount or penalty | September 30 |
| • Penalty of 10% | October 1 and later |

In August, reminder letters are mailed to those residents who have not paid their balances in full. The penalty will be applied to accounts which have a balance on October 1.

Commercial establishments are required to provide and pay for their own Solid Waste and Recycling services. They are subject to the Township's Solid Waste and Recycling ordinances.

Sewer

The Upper Uwchlan Township Municipal Authority is responsible for the operation of the sewer system in Upper Uwchlan Township. It has delegated the responsibility for billing sewer services to Township personnel. Residential customers pay a flat fee. Commercial customers are billed one quarter in arrears based on water usage as metered by the local water company. Sewer bills are mailed on a quarterly basis according to the following schedule:

<u>Service Period</u>	<u>Bills Mailed</u>	<u>Payment Due</u>
January 1 – March 31	End of January	February 28
April 1 – June 30	End of April	May 31
July 1 – September 30	End of July	August 31
October 1 – December 31	End of October	November 30

Due dates may be adjusted so they do not fall on a weekend.

RECEIPT OF PAYMENTS

Payments may be received in three ways: by U.S. mail to the Township building or the post office box at the Uwchlan Post Office; in person at the Township building – at the secure drop box outside or at the Office; or electronically via our website.

While we discourage payments in cash, they will be accepted at the Township Office. A receipt must be given for all payments made in cash at the Township Office window.

PENALTY AND INTEREST

If payment is not received on or before the scheduled deadlines, penalty and/or interest charges will be applied to the account according to the appropriate Township ordinance for the service rendered.

Solid Waste and Recycling

Upper Uwchlan Township's Ordinance #2012-02 amended the Code of Upper Uwchlan Township, Chapter 148, titled "Solid Waste and Recycling" to authorize the collection of interest on delinquent accounts. It specifies the following:

- All collection service charges billed and unpaid on their respective due dates shall incur a ten-percent (10%) penalty on the account balance served by the Township until paid.
- All fees not paid within three months following the month in which the bills were due and payable shall be deemed to be delinquent and shall be subject to interest charges in the amount of 1% per month of the unpaid balance until paid.

Sewer

The Upper Uwchlan Municipal Authority passed Resolution #05-16-12-10 on May 16, 2012 which authorizes the following regarding unpaid sewer account balances:

- All user fees established by Resolution of the Municipal Authority from time to time which remain unpaid on their respective due date shall incur a ten-percent (10%) penalty on the account balance served by the Municipal Authority until paid.
- All user fees not paid within three months following the month in which the bills were due and payable shall be deemed to be delinquent and shall be subject to interest charges in the amount of 1% per month of the unpaid balance until paid.

DELINQUENT ACCOUNTS

Residents who are delinquent will be notified regarding account balances and impending action dates via a series of letters which are mailed according to a pre-determined schedule. There may be differences in the dates depending on whether the delinquency is for Solid Waste and Recycling or Sewer.

The "initial contact" referenced below shall be in the form of a written notice, mailed to the resident's mailing address on file with the Township. The resident then has thirty (30) days to respond to the letter and make mutually satisfactory arrangements to pay the outstanding balance.

If such arrangements are made and honored prior to the initiation of the lien process, the process will be put on “hold” pending receipt of full payment as agreed, in writing, by the resident. If the resident fails to make the payments as agreed, the Township may resume the process towards executing a lien on the property. The next step is for the Township or Authority to forward the matter to our Solicitor. The Solicitor will mail a certified letter to the resident to notify him of the Township’s intention to lien the property for non-payment of a municipal debt. Failure of the resident to accept delivery of the certified letter does not prevent the Township from placing a lien on the property.

Solid Waste and Recycling

Initial contact regarding delinquency
Thirty (30) days after initial contact
Ten days after attorney letter

After balance has been unpaid for **two years**
Solicitor mails certified letter for payment
Attorney executes a lien against the property

Sewer

Initial contact regarding delinquency
Thirty (30) days after initial contact
Ten days after attorney letter

After missing **2nd consecutive quarter payment**
Solicitor mails certified letter for payment
Attorney executes a lien against the property

Payment Terms for Delinquent Accounts

Any payment arrangement with a resident, prior to filing a lien, must adhere to the following:

- Payments must be structured so that the delinquent account will reach a zero balance within twelve (12) months, taking current quarterly or annual charges into account
- Payments must be a minimum of \$125.00 per month

WRIT OF SCIRE FACIAS SUR MUNICIPAL CLAIM

When a resident is delinquent in an amount greater or equal to the amount specified below, a combination lien is filed against the subject property which encompasses all previous liens and additional charges accrued since the previous lien was filed. This applies to each type of utility delinquency separately.

	<u>Delinquent Amount</u>	
Solid waste and recycling	\$1,300	(equivalent to 4 years non-payment)
Sewer	\$2,300	(equivalent to 3 years non-payment)

A copy of this lien is sent to the property owner with notice that the Township is prepared to file a Writ of Execution for the Sale by Sheriff of the property in its continued effort to collect the unpaid fees. Continued failure to establish or maintain a reasonable payment arrangement results in the filing of a Writ of Scire Facias Sur Municipal Claim. The resident has twenty (20) days after being served the Writ to respond. If no response or defense is entered, the property is sent to Sheriff Sale to recover the debt owed.

INVESTMENT POLICY FOR TOWNSHIP FUNDS

ADOPTED: November 16, 2015

PURPOSE OF INVESTMENT POLICY

The safety of public funds is the foremost objective of Upper Uwchlan Township cash management. It shall be the policy of the Board of Supervisors to optimize its return through investment of cash balances in such a way as to minimize non-invested balances and to maximize the return on investments.

The primary objectives of investment activities, in priority order, shall be:

- Legality – All investments shall be made in accordance with applicable laws of Pennsylvania and the Second Class Township Code.
- Safety – Safety of principal shall be of highest priority. Preservation of capital in the portfolio of investments shall be ensured through the mitigation of credit risk and interest rate risk.
- Liquidity – Investments shall remain sufficiently liquid to meet all operating requirements that are reasonably anticipated. A fiscal year operations anticipated cash flow shall be developed so that investments can be made as early as possible, with maturities concurrent with anticipated cash demands.
- Yield – Investments shall be made with the objective of attaining a market-average rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs.

SCOPE

This policy is not intended to cover the Township's pension or other retirement plans which have their own Investment Policy.

AUTHORITY

All investments made by the Treasurer or designee shall be made in accordance with this policy and a Board-approved investment program.

DEFINITIONS

- Short-term – any period of thirteen (13) months or less.
- Long-term – any period exceeding forty-eight (48) months duration.
- Mid-range – any period between short-term and long-term.
- Concentration of credit risk – the risk associated with the consolidation of investments in a single pool, institution or instrument.
- Credit risk – the risk of loss of principal due to the failure of the security issue or backer of the issue.

- Custodial credit risk – the risk of loss associated with consolidation of investments with a single institution where the Township may rely on the institution to hold investments on behalf of the Township or through collateral action when the instruments are not in the Township’s name.
- Interest rate risk – the risk that the market value of securities will fall due to changes in market interest rates.

DELEGATION OF RESPONSIBILITY

The Board shall delegate to the Treasurer or designee the responsibility to manage the Township’s investment program, in accordance with this policy.

The accounting systems will provide regular information concerning cash positions and investment performance.

An annual review of the investments shall be performed by the Treasurer or designee, based upon the anticipated cash flow of all Township funds – e.g. General, Capital Fund and Bonds.

The Treasurer or designee shall report the following to the Board on a monthly basis:

- Amount of funds invested.
- Interest rate.
- Types and amounts of each investment and maturity date.
- Names of the institutions where investments are placed.
- Current market value of the funds invested.

GUIDELINES

The Commonwealth of Pennsylvania’s Second Class Township Code - Section 3204 states certain types of investments in which the Township is permitted to invest. These include:

- United States Treasury Bills.
- Short-term obligations of the United States government or its agencies.
- Savings accounts or time deposits of Pennsylvania institutions insured by the Federal Deposit Insurance Guaranty Corporation or the National Credit Union Share Insurance Fund up to the amount covered by insurance with the remainder covered by approved collateral pledged by the depository.
- Obligations of the United States, Commonwealth of Pennsylvania, any political subdivision of the Commonwealth, and any of their agencies or instrumentalities, backed by their full faith and credit
- Shares of an investment company registered under the Investment Company Act of 1940 (54 Stat. 789, 15 U.S.C. paragraph 77a et seq.), if the only investments of that company are in the authorized investments for Township funds:
 - United States Treasury Bills
 - Short-term obligations of the Federal Government or its agencies or instrumentalities
 - Savings accounts or time deposits of Pennsylvania institutions insured by the Federal Deposit Insurance Guaranty Corporation or the National Credit Union Share Insurance Fund up to the amount covered by insurance with the remainder covered by approved collateral pledged by the depository.

- Obligations of the United States, Commonwealth of Pennsylvania, any political subdivision of the Commonwealth, and any of their agencies or instrumentalities, backed by their full faith and credit
- Certificates of Deposit from institutions having their principal place of business in the Commonwealth and insured and collateralized as noted above.

CUSTODY

All securities shall be purchased in the name of the Township and held at Pennsylvania School District Liquid Asset Fund ("PSDLAF") or in a bank's custody or agent in the Township's name.

All investment advisors or banking institutions shall be required to understand this policy and all applicable statutes related to municipal investments in the Commonwealth of Pennsylvania, and intend to fully comply with these requirements.

The Township shall require all investment advisors or banking institutions to submit their audited financial statements each year.

DISCLOSURE

The Treasurer or designee involved in the Township's investment process shall disclose all personal business activity that would conflict with the proper execution and management of the investment policy or could impair the ability to make impartial decisions.

AUDIT

The Board directs that all investment records be subject to annual audit by the Township's independent auditors. The audit shall include, but not be limited to, independent verification of amounts and records of all transactions, as deemed necessary by the independent auditors.

BOND PROCEEDS

Bond proceeds shall be invested in accordance with the Local Government Unit Debt Act (Act of July 12, 1972 P.L. 78 1, No. 185) and applicable federal and state laws, subject to approval by the solicitor and/or bond counsel and the Township.

Investment transactions arising from bond proceeds shall be reported to the Board monthly in accordance with this policy.

COMPLIANCE WITH GENERALLY ACCEPTED ACCOUNTING PRINCIPLES ("GAAP")

Township funds shall not be invested in foreign currency and shall not have any related risk that would require disclosure pursuant to GASB Statement 40.

Township investments shall limit exposure to loss of principal due to market changes in interest rates.

Township investments in authorized instruments that are not backed by the “full faith and credit” of the federal or state government shall be limited to those with the highest two (2) credit ratings for such instruments issued by a recognized organization.

If the rating of any instrument is reduced after the purchase and is no longer in compliance with this policy, the individual responsible for Township investments shall replace the investment immediately upon receipt of notice of the rating change and notify the Board of the rating change, action taken and replacement of investment.

When Township funds are invested in any one (1) issuer other than designated depository accounts, the amount of the investment shall be unlimited, but the Board shall be notified of such investment monthly.

POLICY ADMINISTRATION

The Treasurer shall be responsible for monitoring and reporting the Township’s various assignments. The Township Manager is directed to make recommendations to the Board of Supervisors on the use of unassigned funds both as an element of the annual operating budget submission and from time to time throughout the year as needs may arise.

CONTRIBUTION POLICY

ADOPTED: November 12, 2019

PURPOSE OF CONTRIBUTION POLICY

The purpose of the Contribution Policy is to serve as a general guideline for approving or disapproving requests from outside agencies for contributions by the Township, using public funds.

SCOPE

This policy is intended to cover the contributions made by Upper Uwchlan Township to non-profit organizations which serve the residents of the Township. This policy shall not apply to contributions to emergency services agencies, e.g., fire and ambulance companies. This policy shall not apply to any non-profit organization that may be established by Upper Uwchlan Township.

AUTHORITY

All contributions made by the Treasurer or designee shall be made in accordance with this policy and approved by the Board of Supervisors.

The Township reserves the right to suspend all contributions to outside agencies at any time for any reason.

DELEGATION OF RESPONSIBILITY

The Board shall delegate to the Treasurer or designee the responsibility to manage the Township's contributions, in accordance with this policy.

GUIDELINES

Requests for contributions from outside agencies or parties may be approved at the Board's discretion if, at a minimum, they meet the following criteria:

- The requesting agency or party is a municipality within the Commonwealth of Pennsylvania or is a 501c(3) organization under Internal Revenue Service regulations.
- The requesting agency is non-religious.
- The requesting agency does not advocate support of, or opposition to, political campaigns, candidates, or ballot measures.
- The requesting agency does not promote, foster, or perpetuate discrimination on the basis of race, creed, color, age, religion, gender, marital status, or status with regard to public assistance, national origin, physical or mental disability, or sexual orientation.
- The requesting agency demonstrates that it provides services to residents of Upper Uwchlan Township.
- The request for a contribution is made in writing and documents the reasons for the request and the amount of contribution requested.
- The requesting agency provides the Township with a copy of its budget for the year that the request is being made, as well as the most recent audits and/or financial statements of the agency.

DISCLOSURE

The Treasurer or designee involved in the Township's process shall disclose all personal business activity that would conflict with the proper execution and management of the contribution policy or could impair the ability to make impartial decisions.

DEBT MANAGEMENT POLICY

ADOPTED: October 8, 2019

PURPOSE OF A DEBT MANAGEMENT POLICY

A debt management policy provides credibility and transparency and ensures that there is a common understanding among the elected officials, staff and the community regarding policies surrounding the issuance of municipal obligations. The intention of the debt policy is to demonstrate a commitment to long term financial planning. It is the objective of the policy that:

- Financing is obtained only when necessary to purchase capital assets that can not be attained through the Township's available revenues or fund balance
- The most favorable interest rates and related costs are obtained
- Financial flexibility is maintained

APPLICABLE REGULATIONS GOVERNING MUNICIPAL DEBT

The Debt Act

The Local Government Unit Debt Act (the "Debt Act"), administered by Pennsylvania Department of Community and Economic Development (DCED), provides the procedure for Pennsylvania's local government units to issue debt and tax anticipation notes.

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

Under the Debt Act as presently in effect, there is no limit on the amount of electoral debt (debt incurred with the approval of the voters) which may be incurred or outstanding, but (i) the Township may not incur new non-electoral debt (debt not approved by the voters) if the total amount of such new non-electoral debt plus all other non-electoral debt to remain outstanding upon issuance of such new non-electoral debt, net of the amount of any non-electoral debt that constitutes subsidized debt or self-liquidating debt, will exceed 250% of the borrowing base and (ii) the Township may not incur new **lease rental debt** if the total amount of such new lease rental debt plus all other non-electoral debt and lease rental debt to remain outstanding upon issuance of such new lease rental debt, net of the amount of any non-electoral or lease rental debt that constitutes subsidized debt or self-liquidating debt, will exceed 350% of the Borrowing Base.

Lease rental debt is defined as: debt represented by obligations of an authority or another local government unit to be repaid by the Township pursuant to a lease, subsidy contract, guarantee or other

form of agreement where such debt is or may be payable out of the tax revenues and other general revenues of the Township.

A copy of the Debt Act and the DCED document, “An Introduction to the Local Government Unit Debt Act”, is included as an attachment to this policy.

REFUNDING POLICY

The primary objectives of proceeding with a current refinancing or an advance refunding shall be to benefit the Township in one or more of the following ways:

- Providing net present value savings
- Eliminate burdensome or restrictive covenants imposed by the terms of the bonds to be refunded
- Changing the type of debt instrument

The Township should consider an advance refunding if it meets one of the following guidelines:

- A refunding issue would generate net present value savings as outlined below
- The final maturity of the refunding bonds should be no longer than the final maturity on the refunded bonds
- Refunding issues should be structured to achieve level annual debt service savings

Solely meeting one or more of the minimum guidelines will not necessarily result in the Township executing a refunding issue. All costs and benefits of the refunding will be taken into account and analyzed by the Township and its advisors in determining if the refunding is in the best interest of the Township.

A present value analysis shall be prepared to identify the economic effect of the proposed refunding. To proceed with a refunding, a minimum net present value savings amount, as a percentage of the refunded par amount, should be achieved. Appropriate savings thresholds for the different refunding alternatives, based on the level of risk they pose, are shown below. The savings shall be calculated net of all issuance fees and using a net debt savings approach, which takes into consideration arbitrage rebate requirements.

- Current refunding: a minimum of three percent (3%) net present value savings should generally be achieved. (a current refunding is one in which the closing on the refunded bonds is within 90 days of the call date)
- Advance refunding: a minimum of three percent (3%) net present value savings should be achieved. Prudent analysis should be performed to determine the most efficient method of funding the escrow portfolio. (an advance refunding is one in which the closing is earlier than a current refunding. New tax laws in 2017 made advance refundings taxable therefore they are rarely used)

In evaluating refunding opportunities and applying the above referenced guidelines, the Township should consider the following factors:

- For advance refundings, adjustments to the savings thresholds may be justified based on the length of time before the call and the length of time from the call to maturity. The longer the escrow, the higher the savings threshold should be. Conversely, shorter escrows may justify a lower savings threshold, but should not be lower than the minimum of three (3) percent noted above.
- The couponing and/or callability of the refunding bonds may also justify adjustments to the savings threshold. Non-callable bonds might justify a higher threshold.
- For advance refundings, adjustments to savings thresholds may be justified based on where interest rates are at the time of the refunding relative to historical markets. In low interest rate markets, a lower threshold may be justified while a higher threshold would be justified in high interest rate markets.

COMPONENTS OF THE DEBT MANAGEMENT POLICY

DEBT LIMITS

- The Township will issue debt only for the purposes of constructing or acquiring capital assets and for making major renovations to existing capital assets or when the project is included in the Township's Capital Improvement Program.
- The Township can legally incur non-electoral debt equal to 250% of its borrowing base. The borrowing base is the average of total revenues for the past three (3) years minus certain statutory deductions.
- The Township will not construct or acquire a public facility if it is unable to adequately provide for the subsequent annual operation and maintenance costs of the facility.
- Growth in debt service should be sustainable consistent with the projected growth of revenues.
- In no case will debt maturity exceed the useful life of the project. Where possible, the Township will seek to maximize principal repayment ahead of the scheduled repayment date.
- The Township will use three statistical measures to determine debt capacity and compare these ratios (where possible) to other municipalities of similar size, rating agency standards and its own historical ratios to determine the affordability of the debt:
 1. Debt per capita
 2. Debt to taxable property value
 3. Debt service payments as a percentage of general fund revenues or expenditures

DEBT STRUCTURING PRACTICES

- The Township was given a credit rating of "Aa1" by Moody's in November of 2018. Due to the size and revenue capacity of the Township, it is unlikely that a higher rating can be attained. The Township will strive to maintain this rating and will maintain communication with bond rating agencies as necessary.

- Capital projects financed through the issuance of bonds shall not be financed for longer than the expected useful life of the project.
- The Township will attempt to structure debt issues to maintain level annual debt service payments over time
- Variable rate debt exposes the Township to interest rate risk, which is not a consideration or risk when employing fixed rate debt. Interest rate risk is the risk that interest rates will rise, on a sustained basis, above levels that would have been set if the rate had been fixed. The Township has elected not to issue variable rate debt.
- The Township has elected not to use derivatives as an investment vehicle for any debt

DEBT ISSUANCE PRACTICES

- It is the responsibility of the Finance Director/Treasurer to continually monitor market conditions for opportunities to improve the Township's debt position and to coordinate with financial advisors (as selected by the Township) to coordinate the timing, process and sale of the Township's debt.
- Prior to any debt issuance, an analysis of market conditions and other financing options will be conducted to determine the feasibility and advisability of entering the credit markets at that time
- The process for selecting the financial advisor, bond counsel and underwriters shall be discussed and documented. The Township is permitted to take into account its experience with advisors and bond counsel that it has worked with in previous bond offerings.
- The Township may choose to use short-term bank financing when it is advantageous to do so in the case of smaller borrowings.
- The Township will choose the method of sale of its bonds (competitive, invited or negotiated) in light of financial and market conditions, considering an assessment of the different risks associated with each method. Records shall be maintained to document the decisions for the methods discussed and selected.
 - Competitive sale – the underwriter buys the bonds but does not provide advice or support to the issuer. In Pennsylvania, approximately 20% of sales are competitive.
 - Negotiated sale – the issuer works with the underwriter who can provide advice. A negotiated sale provides more flexibility in determining the appropriate timing of taking the issue to market. In Pa., approximately 80% of bonds are issued in a negotiated sale.

DEBT MANAGEMENT PRACTICES

- The Township will manage debt issuance to comply with the established debt limits and will evaluate those every year and revise them as necessary.
- In order to comply with Federal arbitrage regulation, the Township will not issue obligations until identifiable projects are close to initiation. Debt obligations will be issued as closely as feasible to the time contracts are expected to be awarded.
- Debt service payments:
 - The Township has a fiduciary responsibility to manage its funds in a manner that assures accurate and timely payment of debt service principal and interest.

- The Township will negotiate terms allowing for full investment of funds until the payment due date by utilizing electronic fund transfer
 - The Township requires that its paying agent invoice the Township at least 30 days prior to the due date for payment of principal and/or interest
 - The Township will use electronic fund transfer to assure transfer to the paying agent on or before the payment date. The Township is permitted to pay by check if circumstances make it necessary or prudent to do so.
- Purchase and sale of investments for bond proceeds:
 - The Township shall seek competitive rates for the investment of bond proceeds and shall endeavor to select the provider that can provide the highest rate of interest unless there are other benefits to be considered in the selection.
 - Compliance with all applicable Federal, State and contractual restrictions regarding use and investment of bond proceeds shall be maintained
 - Invested proceeds shall be diversified in order to reduce risk exposure to investment providers, types of investment products and types of securities held.
- Disclosure:
 - All fees resulting from investment services or sale of products should be fully disclosed to ensure there are no conflicts of interest and investments are being purchased at a fair market price. Underwriters of the bonds, but not the Financial or Investment Advisor, may bid on the sale of investment products for the proceeds. The Financial or Investment Advisor shall document the bidding process and results and shall certify in writing that a competitive and fair market price was received.

CONTINUING DISCLOSURE

SEC Rule 15c2-12 requires that underwriters of municipal bonds ensure that the issuer will disclose certain information on an on-going basis and other information, known as “material event notices” within 10 business days of the event’s occurrence. These requirements are included in the Continuing Disclosure Agreement between the underwriter and the issuer.

Annual Disclosure

The Continuing Disclosure Agreements for the General Obligation Bonds, Series of 2019 and Series A of 2019 both require:

- Annual financial report - to be posted within 270 days of the Township’s year end on the EMMA website

Although not specified in the Continuing Disclosure Agreement:

- Annual budget – within 10 days after adoption, we will post to the EMMA website

Material Event Notices

On August 15, 2018, the Securities and Exchange Commission adopted amendments to Rule 15c2-12 of the Securities Exchange Act to include additional material event notices. These changes were effective February 27, 2019. The Rule and its amendment should be reviewed annually for disclosure requirements. The following is an abbreviated list of items that are considered “material events”:

- New material debt obligations, including leases that “operate as a vehicle to borrow money”
- Bankruptcy
- Unscheduled draws on financial reserves, indicating financial difficulties
- Modifications to rights of bondholders, if material
- Adverse tax opinions pertaining to the issue
- Bond calls and tender offers
- Defaults on any existing debt
- Change in ratings on existing bond issues
- Failure to file annual financial reports on time

RESPONSIBILITY FOR THE POLICY

The development and responsibility of the Debt Management Policy rests with the Treasurer/Director of Finance. The primary responsibilities of the Treasurer in regards to Debt Management are as follows:

- Review Capital Improvement Projects on an annual basis to determine financing needs
- Annually, review opportunities for refinancing existing debts at more favorable terms
- Review annual debt ratios to insure compliance
- Ensure compliance with Federal and State continuing disclosure regulations and file all required documents as necessary

Upper Uwchlan Township

**Annual Budget
For the Calendar Year 2022**

SUMMARY OF TOWNSHIP REVENUES

Real Estate Property Taxes

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

School taxes – Downingtown Area School District (DASD)	27.726
County taxes – Chester County*	4.551
Township taxes – Upper Uwchlan Township	<u>1.034</u>
Total	33.111

The only real estate taxes that are paid to the Township are the Township taxes at a millage rate of 1.034. **There will be no change in the Township tax rate for 2022.** The 2022 budget includes anticipated revenue in the amount of **\$1,055,100** for both current and delinquent taxes. This amount was determined based on current taxes and an estimate for new homes based on permits expected to be issued for upcoming developments.

*Rates are for 2022. The County did not increase its real estate taxes for 2022.

Hydrant taxes are assessed to properties that are within 750 feet of a fire hydrant. The rate is .087 mills and **\$65,000** has been budgeted as revenue for 2022. Actual revenues through September 30, 2021 were approximately \$62,000.

Real Estate Transfer Tax

A real estate transfer tax is collected on the transfer of real estate at the time of sale. The tax that is collected is 1% - which is shared equally by the Township and the School District, so that Upper Uwchlan receives revenue in the amount of one-half of one percent (0.50%) on the sale of real estate within the Township. Revenue will fluctuate with the number and sales prices of properties in the Township. For 2022, budgeted revenue of **\$650,000** was based on revenue received in prior years and includes expected new construction in 2022.

Earned Income Taxes

The earned income tax rate is 1% for Upper Uwchlan Township residents and those who work in the Township. This tax is also shared equally between the Township and the Downingtown Area School District, so that the Township receives one-half of one percent (0.50%). The tax is paid on all earned income such as wages, salaries and commissions. The amount budgeted for 2022 is **\$4,044,240** (net of commissions to Keystone) – an increase of 4% from 2021.

Retired citizens and people who are unemployed due to illness or other factors will typically have no tax liability to the Township. People who live in Townships that have adopted an earned income tax and who work in Upper Uwchlan will have the taxes withheld by their employer transferred to their township of residence.

Keystone Collections Group (“Keystone”) was engaged by Chester County to collect all earned income taxes within the County (pursuant to Pennsylvania Act 32). Keystone is compensated at the rate of 1.36% of collections. The budget for commissions to Keystone is **\$55,760** for 2022.

Cable Television Franchise Fees

The Township receives cable television franchise fees from the local cable companies – Comcast and Verizon. The amount received by the Township is dependent on the amount of sales generated annually by the cable television companies. Payment is received from the cable companies on a quarterly basis. The budget is **\$210,000** for 2022 revenue based on current experience, which reflects a decrease in cable usage.

Permits

The Township charges a fee for building permits, use and occupancy permits, contractors’ permits and certifications for refinancing. The total amount budgeted for 2022 is **\$517,100** based on new developments that have received construction permits.

Police Fines

The District Justice collects fines for citations issued by the State Police. The Township also receives disbursements from the State of Pennsylvania for the issuance of traffic citations within the Township limits. The Township anticipates receiving revenue in 2022 in the amount of \$45,000 from these fines.

Interest

The Township invests its funds in interest bearing accounts and instruments. Earnings rates will fluctuate depending upon the interest rates received. The General Fund checking account was earning interest at a rate of two percent (2.00%) until the COVID-19 pandemic began in early 2020 when it was reduced by our banks. The certificate of deposit is earning 2.25% through October, 2022. With the

Federal Reserve indicating that interest rates will remain low into the future, we estimated that interest income will be **\$33,000** in 2022.

Rents and Royalties

The Township has a lease agreement with Chester County for a cell tower on which is located on Township owned property. The terms of the 20 year lease includes a rental payment of \$2,000 each month to the Township.

Grants

In 2021, the Federal government passed the American Rescue Plan Act of 2021 which provides funding to State and Local governments. Upper Uwchlan Township was allocated \$1,237,504.10 which is paid over a two year period. In July of 2021, the Township received 50% of the allocation or \$618,752.05 with the remaining \$618,752.05 due to be received in 2022. The U.S. Treasury has issued preliminary guidance on how the funds can be spent; the final rules have not yet been published.

Intergovernmental Revenues

The Commonwealth of Pennsylvania makes payments to the Township for various purposes. We receive annual Public Utility Realty Tax ("PURTA") payments of approximately **\$5,000**. These payments are meant to compensate the Township for foregone tax revenues due to the tax-exempt status of public utility land within the Township. The utilities are exempt from paying real property taxes.

The Township also receives payments from the Commonwealth of Pennsylvania that are restricted in their use. The Foreign Fire Insurance Premium Tax (budgeted at **\$95,000**) is a pass-through to the Firemen's Relief Association and must be paid to the local fire departments by the Township within 60 days of receipt. The State also provides State Pension Aid (budgeted at **\$182,000**) which must be deposited into the defined benefit police and non-uniform pension plans. Both of these revenues have offsetting expenses in the same amount; there is no effect on the budget of these pass-through items.

Charges for Services

Various departments provide services that can be charged to the user. The largest component consists of fees received from engineering and legal services which are budgeted at **\$92,850**. We also charge the resident an administrative fee for processing bills and payments in an amount that does not exceed \$100 per billing. Zoning and land development fees are budgeted at **\$6,000** in 2022.

Culture and Recreation

The Township charges various sports groups for the use of the playing fields at our parks for sporting events and practices. These fees are used for the ongoing maintenance and improvement of the

facilities. Turf field fees are segregated in a separate bank account and will be used for replacement of the turf field at the end of its useful life. We budgeted **\$45,000** for the use of the turf field at Fellowship Fields and also **\$30,000** for use of our other fields at Hickory Park. We expect to receive **\$10,000** in donations towards the annual community Block Party that is held in June. The Upland Farms Community Barn has been undergoing renovation during 2021; in 2022 we expect it to be available for rent to local organizations or families for private events. Expected revenue in 2022 is **\$5,000**. Total revenues budgeted for 2022 are **\$90,700**.

Inter-Fund Transfers

The Township provides various services to the Upper Uwchlan Township Municipal Authority and is reimbursed for those services by the Authority. Those services include the services of Township administrative and financial personnel, and the use of the Public Works department to maintain the grounds and lawns of property surrounding the waste water treatment facilities. The Township processes the quarterly billing of all sewer accounts which has substantially increased the time spent by Township personnel on Authority business. The reimbursement for 2022 is approximately **\$274,055**.

Revenues from the General Fund comprise 78.2% of total budgeted revenues in 2022.

Solid Waste Fund

Trash and Recycling Fees

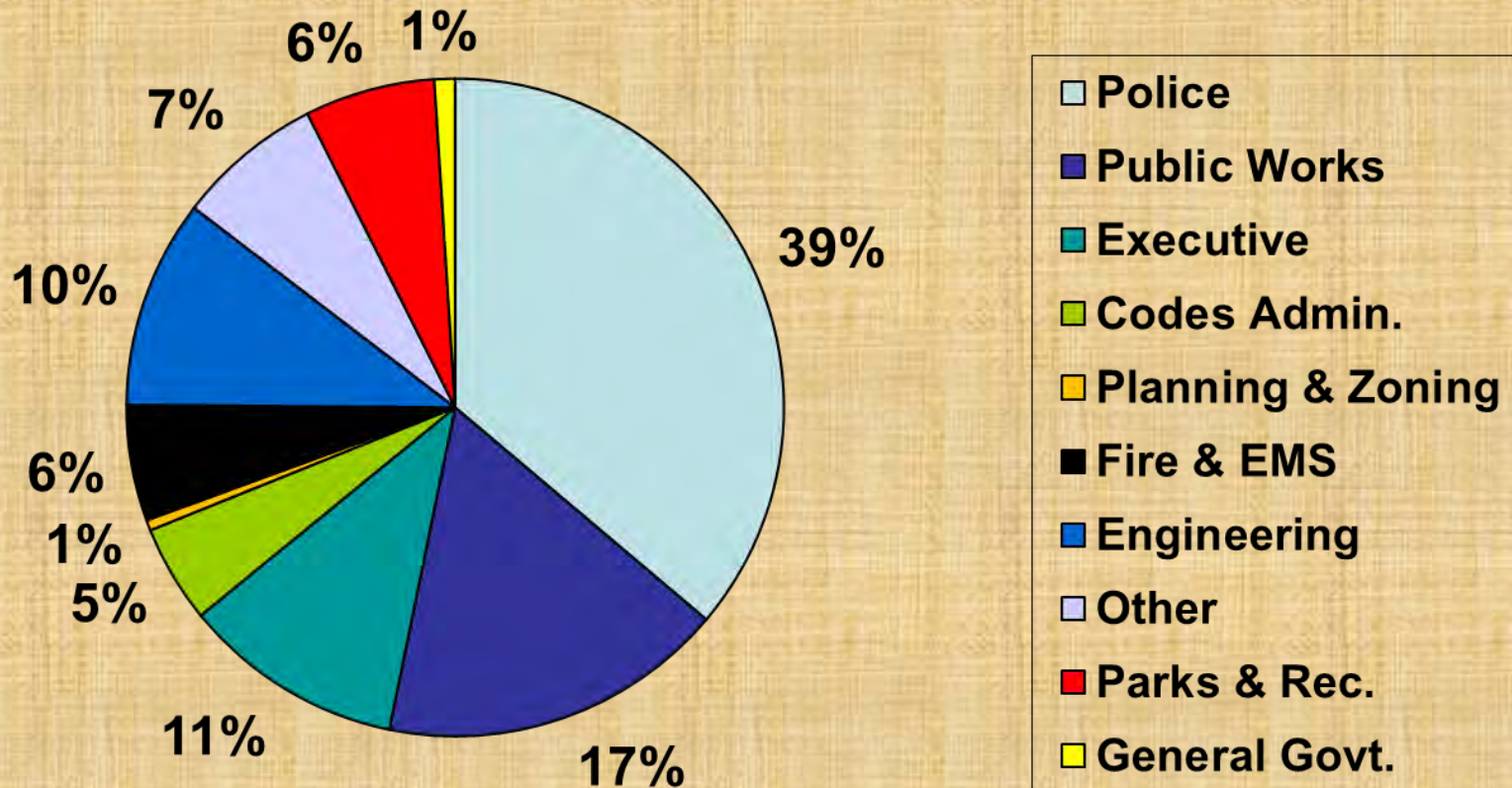
The Township charges a flat fee of \$315.00 annually for residential solid waste and recycling. Bills are mailed in January and are due by March 31 of each year in order to receive a 2% discount (\$6.30). Payments are considered late if they are received after September 30 and will be assessed a 10% penalty. Businesses within the Township must arrange for their own trash and recycling services. The total solid waste fees expected to be collected in 2022 is **\$1,151,066**.

Performance Grant

The Commonwealth of Pennsylvania gives “performance grants” to municipalities who submit reports detailing the amounts of recyclable material that is collected and sent to recycling centers. The amount expected in 2022 is **\$25,000**.

Revenues from the Solid Waste Fund comprise 11.3% of total budgeted revenue in 2022.

2022 General Fund Expenditures by Activity



**Upper Uwchlan Township
2022 Budget**

		Actual	Actual	Budget	Actual - 9/30/21	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2022	'21 Budget	Inc/(Dec)	2023	2024	2025	2026
REVENUES													
300 - REVENUE													
301 PROPERTY TAXES													
01-301-000-010	Current Real Estate Taxes	984,131	1,091,133	994,100	1,038,940	1,013,100	1,050,100	37,000	4%	1,061,100	1,066,100	1,066,100	1,066,100
01-301-000-013	Real Estate Tax Refunds	(28,763)	(10,982)	(28,000)	(1,088)	(25,000)	(25,000)	-	0%	(28,000)	(28,000)	(28,000)	(28,000)
01-301-000-030	Delinquent Real Estate Taxes	18,479	22,030	30,000	27,185	20,000	30,000	10,000	50%	30,000	30,000	30,000	30,000
Total 301 PROPERTY TAXES		973,847	1,102,181	996,100	1,065,037	1,008,100	1,055,100	47,000	5%	1,063,100	1,068,100	1,068,100	1,068,100
301.7 HYDRANT TAX													
01-301-000-071	Hydrant Tax	68,995	67,030	65,000	62,193	65,000	65,000	-	0%	66,000	66,000	66,000	66,000
Total 301.7 HYDRANT TAX		68,995	67,030	65,000	62,193	65,000	65,000	-	0%	66,000	66,000	66,000	66,000
310 EARNED INCOME & TRANSFER TAX													
01-310-000-010	Real Estate Transfer Tax	770,958	656,629	541,250	806,497	585,000	650,000	65,000	11%	650,000	650,000	650,000	650,000
01-310-000-020	Earned Income Tax, current	4,028,379	4,197,011	3,857,000	3,706,289	3,934,140	4,100,000	165,860	4%	4,182,000	4,265,640	4,350,953	4,437,972
01-310-000-021	EIT Commissions Paid	(48,506)	(51,676)	(52,455)	(45,818)	(53,504)	(55,760)	(2,256)	4%	(56,875)	(58,013)	(59,173)	(60,356)
Total 310 EARNED INC & TRANSFER TAX		4,750,831	4,801,964	4,345,795	4,466,968	4,465,636	4,694,240	228,604	5%	4,775,125	4,857,627	4,941,780	5,027,615
320 PERMITS													
01-320-000-010	Building Permits	371,844	690,626	378,000	594,234	425,000	500,000	75,000	18%	535,000	585,000	635,000	695,000
01-320-000-020	Use & Occupancy Permits	20,364	22,030	12,000	19,690	12,000	12,000	-	0%	12,000	12,000	12,000	12,000
01-320-000-030	Sign Permits	-	-	100	-	100	100	-	0%	100	100	100	100
01-320-000-040	Contractors Permits	2,050	2,850	2,000	1,900	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-320-000-050	Refinance Certification Fees	3,650	7,495	3,000	6,135	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
Total 320 PERMITS		397,908	723,001	395,100	621,959	442,100	517,100	75,000	17%	552,100	602,100	652,100	712,100
321 CABLE FRANCHISE FEES													
01-321-000-080	Cable TV Franchise Fees	227,008	213,407	225,000	159,516	220,000	210,000	(10,000)	-5%	208,000	206,000	204,000	202,000
Total 321 CABLE FRANCHISE FEES		227,008	213,407	225,000	159,516	220,000	210,000	(10,000)	-5%	208,000	206,000	204,000	202,000
331 POLICE FINES													
01-331-000-010	Vehicles Code Violations	46,300	52,255	45,000	35,342	45,000	45,000	-	0%	45,000	45,000	45,000	45,000
01-331-000-011	Reports/Fingerprints	2,302	2,513	2,000	735	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-331-000-012	Solicitation Permits	710	-	500	170	500	500	-	0%	500	500	500	500
01-331-000-050	Reimbursed Police Wages	13,161	5,045	3,000	3,336	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
Total 331 POLICE FINES		62,473	59,813	50,500	39,583	50,500	50,500	-	0%	50,500	50,500	50,500	50,500
341 Interest Earnings													
01-341-000-001	Interest Income	75,587	54,363	50,000	24,775	35,000	33,000	(2,000)	-6%	33,000	33,000	33,000	33,000
Total 341 Interest Earnings		75,587	54,363	50,000	24,775	35,000	33,000	(2,000)	-6%	33,000	33,000	33,000	33,000
342 RENTS & ROYALTIES													
01-342-000-001	Rental Property Income	24,000	24,000	24,000	18,000	24,000	24,000	-	0%	24,000	24,000	24,000	24,000
Total 342 RENTS & ROYALTIES		24,000	24,000	24,000	18,000	24,000	24,000	-	0%	24,000	24,000	24,000	24,000
354 GRANTS													
01-351-000-003	Federal Grants	-	-	-	-	-	-	-	0%	0%	0%	0%	0%
01-354-000-010	County Grants	-	-	15,000	-	-	-	-	#DIV/0!	-	-	-	-
01-354-000-020	State Grants	-	-	1,808	618,752	-	618,752	618,752	#DIV/0!	-	-	-	-
01-354-000-030	Police Grants	-	465	-	-	-	-	-	#DIV/0!	-	-	-	-
Total 354 GRANTS		-	465	16,808	618,752	-	618,752	618,752	#DIV/0!	-	-	-	-

**Upper Uwchlan Township
2022 Budget**

		Actual -											
		Actual	Actual	Budget	9/30/21	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2022	'21 Budget	Inc/(Dec)	2023	2024	2025	2026
355/356 INTERGOVERNMENTAL REVENUES													
01-355-000-001	PURTA	4,757	5,675	5,000	-	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-355-000-004	Alcohol Beverage Tax	600	600	600	-	600	600	-	0%	600	600	600	600
01-355-000-005	State Aid, Police Pension	122,892	118,172	122,000	122,435	122,000	122,000	-	0%	122,000	122,000	122,000	122,000
01-355-000-006	State Aid, Non-Uniform Pension	87,048	88,629	80,000	79,051	80,000	60,000	(20,000)	-25%	60,000	60,000	60,000	60,000
01-355-000-007	Foreign Fire Insurance Tax	94,164	95,209	95,000	86,558	95,000	95,000	-	0%	95,000	95,000	95,000	95,000
Total 355/356 MISCELLANEOUS TAXES		309,461	308,285	302,600	288,044	302,600	282,600	(20,000)	-7%	282,600	282,600	282,600	282,600
361 CHARGES FOR SERVICE/FEES													
01-360-000-010	Vehicle Storage Fees	-	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-361-000-030	Zoning/Sub Div/Land Develop	11,450	2,500	6,000	6,163	6,000	6,000	-	0%	6,000	6,000	6,000	6,000
01-361-000-032	Fees from Engineering	27,381	(8,756)	100,000	11,071	50,000	50,000	-	0%	50,000	50,000	50,000	50,000
01-361-000-033	Admin Fees from Engineering	684	(530)	4,000	405	4,000	4,000	-	0%	4,000	4,000	4,000	4,000
01-361-000-035	Admin Fees from Legal	1,648	17	1,000	209	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-361-000-036	Legal Services Fees	-	2,254	6,000	2,188	6,000	6,000	-	0%	6,000	6,000	6,000	6,000
01-361-000-038	Sale of Maps & Books	165	5	250	80	250	250	-	0%	250	250	250	250
01-361-000-039	Fire Inspection Fees	-	-	-	320	-	2,000	2,000	0%	2,000	2,000	2,000	2,000
01-361-000-040	Fees from Engineering - CU	29,503	(168)	20,000	3,967	20,000	20,000	-	0%	20,000	20,000	20,000	20,000
01-361-000-041	Property Inspection Fees	-	-	-	11,566	-	8,000	8,000	#DIV/0!	8,000	8,000	8,000	8,000
01-361-000-042	Copies	6	1	100	-	100	100	-	0%	100	100	100	100
01-361-000-043	Fees - Traffic Signals	-	-	-	-	-	-	-	0%	-	-	-	-
01-361-000-044	Fees from Advertising Reimbursements	-	-	500	-	500	500	-	0%	500	500	500	500
Total 361 CHARGES FOR SERVICE/FEES		70,837	(4,677)	138,850	35,969	88,850	98,850	10,000	#DIV/0!	98,350	98,350	98,350	98,350
367 CULTURE & RECREATION													
01-367-000-010	Recreation Donations	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-367-000-014	Pavillion Rental	135	-	500	-	500	500	-	0%	500	-	500	500
01-367-000-021	Field Programs	34,725	15,787	30,000	28,347	30,000	30,000	-	0%	30,000	30,000	30,000	30,000
01-367-000-025	Turf Field Fees	31,250	25,270	45,000	43,454	45,000	45,000	-	0%	45,000	45,000	45,000	45,000
01-367-000-030	Community Events Donations	14,820	2,385	10,000	500	10,000	10,000	-	0%	10,000	10,000	10,000	10,000
01-367-000-040	History Book Revenue	75	-	200	-	200	200	-	0%	200	200	200	200
01-367-000-045	Upland Farms Barn Rental Fees	375	-	-	-	-	5,000	5,000	#DIV/0!	5,000	5,000	5,000	5,000
01-367-000-089	Donations - Park Equipment	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Total 367 CULTURE & RECREATION		81,380	43,442	85,700	72,301	85,700	90,700	5,000	6%	90,700	90,200	90,700	90,700
380 MISC INCOME													
01-301-000-099	Contributions from Private Sector	-	1,053,500	-	-	-	-	-	0%	-	-	-	-
01-380-000-001	Misc. Revenue	43,666	32,135	5,000	18,832	5,000	5,000	-	0%	5,000	5,000	5,000	-
01-380-000-010	Insurance Reimbursement	3,657	3,850	3,000	19,536	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
Total 380 MISC REVENUE		47,323	1,089,485	8,000	38,368	8,000	8,000	-	0%	8,000	8,000	8,000	3,000
392 INTERFUND TRANSFER													
01-392-000-008	Municipal Authority Reimbursement	270,080	245,253	273,821	203,882	264,736	272,707	7,971	3%	272,707	272,707	272,707	272,707
01-392-000-020	Transfer from Capital Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-392-000-030	Transfer from Solid Waste Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-395-000-000	Refund of Prior Year Expenses	-	-	-	8,140	-	-	-	#DIV/0!	-	-	-	-
Total 392 INTERFUND TRANSFER		270,080	245,253	273,821	212,022	264,736	272,707	7,971	3%	272,707	272,707	272,707	272,707
Total 300 - REVENUE		7,359,730	8,728,012	6,977,274	7,723,487	7,060,222	8,020,549	960,327	14%	7,524,181	7,659,184	7,791,836	7,930,672
Total Revenue		7,359,730	8,728,012	6,977,274	7,723,487	7,060,222	8,020,549	960,327	14%	7,524,181	7,659,184	7,791,836	7,930,672

**Upper Uwchlan Township
2022 Budget**

		Actual -		Actual -		Actual -		Actual -		Actual -		Actual -	
		Actual	Actual	Budget	9/30/21	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2022	'21 Budget	Inc/(Dec)	2023	2024	2025	2026
400 EXPENDITURES													
400 - General Government													
01-400-000-113	Supervisor's Wages	2,500	6,500	5,000	7,313	6,500	9,750	3,250	50%	9,750	9,750	9,750	9,750
01-400-000-150	Payroll Tax Expense	191	497	383	559	497	746	249	50%	746	746	746	746
01-400-000-320	Telephone	1,623	1,681	2,000	1,442	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-400-000-340	Public Relations	1,080	500	2,500	284	2,500	2,500	-	0%	2,500	2,500	2,500	2,500
01-400-000-341	Advertising	8,583	5,155	7,500	4,438	7,500	7,500	-	0%	7,500	7,500	7,500	7,500
01-400-000-342	Printing	6,166	6,663	5,000	5,789	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-400-000-344	Community Notice	-	-	2,000	-	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-400-000-350	Insurance - Bonding	2,831	3,601	4,200	2,486	4,200	2,945	(1,255)	-30%	2,945	2,945	2,945	2,945
01-400-000-352	Insurance - Liability	18,649	18,151	18,151	13,043	17,390	16,591	(799)	-5%	16,591	16,591	16,591	16,591
01-400-000-420	Dues/Subscriptions/Memberships	4,703	3,648	4,261	1,986	4,375	4,375	-	0%	4,375	4,375	4,375	4,375
01-400-000-460	Meetings & Conferences	1,050	1,330	6,000	1,113	6,000	6,000	-	0%	6,000	6,000	6,000	6,000
01-400-000-461	Bank Fees	11,217	15,394	9,000	11,383	9,000	12,000	3,000	33%	12,000	12,000	12,000	12,000
01-400-000-463	Misc. Expenses	1,497	12,135	2,000	493	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-400-000-464	Wallace Twp. Tax Agreement	4,745	4,323	4,750	4,553	4,325	4,800	475	11%	4,800	4,800	4,800	4,800
Total 400 - General Government		64,836	79,578	72,745	54,882	73,287	78,207	4,920	7%	78,207	78,207	78,207	78,207
401 EXECUTIVE													
01-401-000-100	Administration Wages	481,696	517,200	519,126	408,035	547,083	582,528	35,445	6%	600,003	618,004	636,544	655,640
01-401-000-150	Payroll Tax Expense	37,764	40,087	39,713	32,454	41,852	44,563	2,711	6%	45,900	47,277	50,894	54,787
01-401-000-151	PSATS Unemployment	480	480	480	1,230	1,230	3,745	2,515	204%	3,852	3,852	4,058	4,275
01-401-000-156	Employee Benefit Expense	93,247	94,309	122,353	50,910	85,320	83,348	(1,972)	-2%	85,015	86,716	88,450	90,219
01-401-000-157	ACA Fees	194	208	240	200	240	240	-	0%	240	240	240	240
01-401-000-160	Non-Uniform Pension	41,198	41,428	41,436	46,446	41,897	36,467	(5,430)	-13%	37,561	38,688	39,848	41,044
01-401-000-165	Employer 457 Match	-	6,000	6,000	-	9,000	12,000	3,000	100%	12,000	12,000	12,000	12,000
01-401-000-174	Tuition Reimbursement	1,562	1,638	6,300	1,778	6,300	6,300	-	0%	6,300	6,300	6,300	6,300
01-401-000-181	Longevity Pay	6,150	5,100	5,100	4,050	5,550	5,550	-	0%	7,500	8,250	9,000	10,500
01-401-000-183	Overtime Wages	8,778	4,619	5,000	4,008	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-401-000-200	Supplies	12,202	13,017	15,000	7,058	15,000	15,000	-	0%	15,000	15,000	15,000	15,000
01-401-000-205	Meals and Meal Allowances	-	-	200	-	200	200	-	0%	200	200	200	200
01-401-000-215	Postage	3,907	3,820	4,500	2,507	4,500	4,500	-	0%	3,500	3,500	3,500	3,500
01-401-000-230	Gasoline & Oil	2,098	750	2,200	579	2,200	2,200	-	0%	2,200	2,200	2,200	2,200
01-401-000-235	Vehicle Maintenance	122	379	1,000	565	1,000	1,000	-	0%	500	500	500	500
01-401-000-252	Repair & Maintenance	-	-	2,000	-	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-401-000-316	Training & Seminars	7,193	2,206	10,000	1,955	10,000	10,000	-	0%	10,000	10,000	10,000	10,000
01-401-000-317	Parking & Travel	2,907	311	1,200	280	1,200	1,200	-	0%	1,200	1,200	1,200	1,200
01-401-000-322	Ipad Expense	155	237	600	115	600	600	-	0%	600	600	600	600
01-401-000-352	Insurance - Liability	424	376	377	272	367	282	(86)	-23%	282	282	282	282
01-401-000-353	Insurance - Vehicle	349	297	297	214	285	398	113	40%	300	300	300	300
01-401-000-354	Insurance - Workers Comp.	1,801	2,003	1,716	823	618	720	102	17%	1,000	1,000	1,000	1,000
01-401-000-420	Dues/Subscriptions/Memberships	4,969	4,991	6,100	6,768	6,100	6,100	-	0%	6,100	6,100	6,100	6,100
01-401-000-450	Contracted Services	26,321	14,412	16,310	23,098	14,500	16,000	1,500	10%	16,000	16,000	16,000	16,000
Total 401 EXECUTIVE		733,517	753,868	807,248	593,345	802,042	839,941	37,899	5%	862,253	885,208	911,216	938,887
402 AUDIT													
01-402-000-450	Contracted Services	31,450	30,900	28,500	24,700	23,700	25,700	2,000	8%	26,700	27,700	28,700	28,700
Total 402 AUDIT		31,450	30,900	28,500	24,700	23,700	25,700	2,000	8%	26,700	27,700	28,700	28,700

**Upper Uwchlan Township
2022 Budget**

		Actual	Actual	Budget	Actual - 9/30/21	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2022	'21 Budget	Inc/(Dec)	2023	2024	2025	2026
403 TAX COLLECTION													
01-403-000-100	Tax Collector Wages	7,014	5,772	7,371	929	-	-	-	#DIV/0!	-	-	-	-
01-403-000-110	Chester Co Treasurer Expense	-	-	-	13,860	8,500	12,500	4,000	47%	12,500	12,500	12,500	12,500
01-403-000-150	Payroll Tax Expense	537	442	564	71	-	-	-	#DIV/0!	-	-	-	-
01-403-000-200	Supplies	431	281	500	-	-	-	-	#DIV/0!	-	-	-	-
01-403-000-215	Postage	2,005	1,840	2,000	-	-	-	-	#DIV/0!	-	-	-	-
01-403-000-350	Insurance - Bonding	525	-	600	-	-	-	-	#DIV/0!	-	-	-	-
01-403-000-450	Contracted Services	3,247	3,295	3,000	400	-	400	400	#DIV/0!	400	400	400	400
Total 403 TAX COLLECTION		13,759	11,630	14,035	15,260	8,500	12,900	4,400	52%	12,900	12,900	12,900	12,900
404 LEGAL													
01-404-000-305	Legal Fees CU - Reimbursable	2,034	-	500	-	500	500	-	0%	500	500	500	500
01-404-000-310	Legal Fees - Reimbursable	6,603	3,347	9,500	7,875	9,500	9,500	-	0%	9,500	9,500	9,500	9,500
01-404-000-311	Legal Fees - Non-Reimbursable	43,319	55,315	30,000	42,751	40,000	45,000	5,000	13%	45,000	45,000	45,000	45,000
01-404-000-450	Contracted Services	-	-	5,000	-	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
Total 404 LEGAL		51,956	58,662	45,000	50,626	55,000	60,000	5,000	9%	60,000	60,000	60,000	60,000
407 TECHNOLOGY													
01-407-000-200	Supplies	89	678	2,000	25	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-407-000-220	Software	65,663	50,467	60,500	54,525	73,280	73,280	-	0%	73,280	73,280	73,280	73,280
01-407-000-222	Hardware	1,461	10,780	6,000	7,636	6,000	16,000	10,000	167%	6,000	6,000	6,000	6,000
01-407-000-240	Web Page	5,496	5,770	5,700	6,059	6,000	6,000	-	0%	6,000	6,000	6,000	6,000
01-407-000-450	Contracted Services	35,503	54,812	40,000	35,303	54,200	62,720	8,520	16%	62,720	62,720	62,720	62,720
Total 407 COMPUTER		108,212	122,507	114,200	103,548	141,480	160,000	18,520	13%	150,000	150,000	150,000	150,000
408 ENGINEERING													
01-408-000-305	Reimbursable Conditional Use	47,282	2,153	25,000	6,034	25,000	25,000	-	0%	25,000	25,000	25,000	25,000
01-408-000-310	Engineering - Reimbursable	12,814	13,317	75,000	16,622	75,000	75,000	-	0%	100,000	100,000	100,000	100,000
01-408-000-311	Traffic Engineering	10,320	8,300	25,000	9,219	25,000	25,000	-	0%	25,000	25,000	25,000	25,000
01-408-000-313	Engineering - Non-Reimbursable	15,956	44,598	30,000	52,251	30,000	30,000	-	0%	30,000	30,000	30,000	30,000
01-408-000-364	Water Resource Protection Fee	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-408-000-366	Ordinance Update	-	-	4,500	-	4,500	4,500	-	0%	4,500	4,500	4,500	4,500
01-408-000-367	General Planning	10,100	-	10,000	-	10,000	10,000	-	0%	10,000	10,000	10,000	10,000
01-408-000-368	MS-4 Expenses	-	-	-	-	-	618,752	618,752	#DIV/0!	-	-	-	-
01-408-000-369	Reimbursable Traffic Signals	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-408-000-370	Reimbursable Advertising	-	650	-	-	-	-	-	#DIV/0!	-	-	-	-
Total 408 ENGINEERING		96,472	69,018	169,500	84,126	169,500	788,252	618,752	365%	194,500	194,500	194,500	194,500
409 TOWNSHIP PROPERTIES													
PUBLIC WORKS BUILDING													
01-409-001-200	Supplies	1,287	77	1,000	51	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-409-001-231	Propane & Heating	14,345	5,235	15,000	2,955	15,000	15,000	-	0%	15,000	15,000	15,000	15,000
01-409-001-250	Maintenance & Repairs	18,511	8,679	14,000	16,422	29,300	21,850	(7,450)	-25%	21,850	21,850	21,850	21,850
01-409-001-320	Telephone	4,520	4,941	4,000	3,742	4,000	4,000	-	0%	4,000	4,000	4,000	4,000
01-409-001-351	Insurance - Property	9,460	12,401	12,401	9,161	12,215	15,546	3,330	27%	15,546	15,546	15,546	15,546
01-409-001-360	Utilities	8,010	9,495	12,000	5,600	12,000	12,000	-	0%	12,000	12,000	12,000	12,000
01-409-001-450	Contracted Services	3,330	9,160	5,000	3,481	8,000	8,000	-	0%	8,000	8,000	8,000	8,000
Total 409-001 PUBLIC WORKS BUILDING		59,463	49,988	63,401	41,412	81,515	77,396	(4,120)	-5%	77,396	77,396	77,396	77,396

**Upper Uwchlan Township
2022 Budget**

				Actual -								
		Actual	Actual	Budget	9/30/21		Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget
		2019	2020	2020	2021		2021	2022	'21 Budget	Inc/(Dec)	2023	2024
											2025	2026
TOWNSHIP BUILDING												
01-409-003-200	Supplies	578	3,408	2,000	653		2,000	2,000	-	0%	2,000	2,000
01-409-003-231	Propane & Heating Oil	395	-	5,000	422		5,000	5,000	-	0%	5,000	5,000
01-409-003-250	Maintenance & Repairs	901	983	2,500	593		2,500	2,500	-	0%	2,500	2,500
01-409-003-320	Telephone	5,816	5,805	7,000	6,876		7,000	7,000	-	0%	7,000	7,000
01-409-003-351	Insurance - Property	11,036	14,469	14,468	10,688		14,251	18,136	3,885	27%	18,136	18,136
01-409-003-360	Utilities	15,193	20,804	15,000	17,171		20,000	25,000	5,000	25%	20,000	20,000
01-409-003-380	Rent	72,176	41,640	18,333	-		-	-	-	0%	-	-
01-409-003-385	Relocation Costs	27,594	36,296	-	-		-	-	-	0%	-	-
01-409-003-450	Contracted Services	8,771	30,327	25,000	24,482		45,300	39,000	(6,300)	-14%	39,000	39,000
Total 409-003 TOWNSHIP BUILDING		142,460	153,732	89,301	60,885		96,051	98,636	2,585	3%	93,636	93,636
MILFORD ROAD BUILDING												
01-409-004-200	Supplies	46,545	-	500	-		500	500	-	0%	500	500
01-409-004-231	Propane & Heating Oil	2,241	200	2,000	1,125		2,000	2,000	-	0%	2,000	2,000
01-409-004-250	Maintenance & Repairs	989	648	3,000	95		500	500	-	0%	500	500
01-409-004-320	Telephone	6,603	7,154	3,000	3,871		3,000	3,000	-	0%	3,000	3,000
01-409-004-351	Insurance - Property	1,577	2,067	2,067	1,527		2,036	2,591	555	27%	2,591	2,591
01-409-004-360	Utilities	3,044	2,862	2,000	396		1,000	1,000	-	0%	1,000	1,000
01-409-004-450	Contracted Services	228	228	9,100	-		500	500	-	0%	1,100	1,100
Total 409-004 MILFORD ROAD		61,227	13,159	21,667	7,014		9,536	10,091	555	6%	9,591	9,591
Total 409 TOWNSHIP PROPERTIES TOTAL		263,150	216,879	174,369	109,311		187,102	186,123	(979)	-1%	180,623	180,623
410 POLICE EXPENSES												
01-410-000-100	Police Wages	1,273,965	1,337,125	1,309,163	1,001,387		1,366,432	1,603,004	236,572	17%	1,603,484	1,661,525
01-410-000-150	Payroll Tax Expense	102,833	107,542	100,151	82,424		104,532	122,630	18,098	17%	122,667	127,107
01-410-000-151	Unemployment Compensation	1,040	1,092	1,040	2,925		2,870	8,765	5,895	205%	8,765	8,765
01-410-000-156	Employee Benefit Expense	332,780	310,122	333,668	231,407		306,410	392,907	86,497	28%	400,765	408,781
01-410-000-158	Medical Expense Reimbursement	8,813	7,708	10,000	5,120		13,000	13,000	-	0%	13,000	13,000
01-410-000-160	Pension Expense	230,104	251,755	251,733	257,095		257,095	227,964	(29,131)	-11%	232,523	237,174
01-410-000-165	Employer 457 Match	-	11,000	12,000	-		18,000	30,000	12,000	100%	24,000	24,000
01-410-000-174	Tuition Reimbursement	4,868	20,647	12,000	14,796		15,000	15,000	-	0%	15,000	15,000
01-410-000-181	Longevity Pay	19,800	27,600	27,600	22,800		28,600	29,400	800	3%	31,000	31,800
01-410-000-182	Education Incentive	3,750	3,750	3,750	3,750		3,750	5,750	2,000	53%	5,750	5,750
01-410-000-183	Overtime Wages	47,474	40,295	49,000	37,631		54,000	60,000	6,000	11%	60,000	60,000
01-410-000-187	Court Time Wages	5,783	5,446	12,000	6,629		12,000	12,000	-	0%	12,000	12,000
01-410-000-191	Uniform & Boot Allowances	11,600	11,600	11,600	11,600		11,600	14,000	2,400	21%	14,000	14,000
01-410-000-200	Supplies	7,192	11,734	14,000	5,927		14,000	14,000	-	0%	14,000	14,000
01-410-000-215	Postage	999	750	750	750		750	750	-	0%	750	750
01-410-000-230	Gasoline & Oil	30,879	30,795	30,000	23,494		35,000	43,000	8,000	23%	43,000	43,000
01-410-000-235	Vehicle Maintenance	20,055	25,440	23,000	15,643		25,000	25,000	-	0%	30,000	30,000
01-410-000-238	Clothing/Uniforms	4,779	8,372	9,000	11,306		9,000	11,700	2,700	30%	5,500	5,500
01-410-000-250	Maintenance & Repairs	189	3,206	2,500	1,810		2,500	2,500	-	0%	6,500	6,500
01-410-000-260	Small Tools & Equipment	5,806	6,749	9,000	6,264		9,000	10,000	1,000	11%	10,000	10,000
01-410-000-311	Non-Reimbursable Legal	-	-	-	-		-	-		#DIV/0!	-	-
01-410-000-316	Training & Seminars	8,568	12,788	13,000	12,079		13,000	15,000	2,000	15%	15,000	15,000
01-410-000-317	Parking & Travel	963	154	1,000	294		1,000	1,000	-	0%	1,000	1,000
01-410-000-320	Telephone	3,494	3,823	8,000	3,969		8,000	7,000	(1,000)	-13%	7,000	7,000
01-410-000-322	Ipad Expense	125	338	600	-		600	600	-	0%	600	600
01-410-000-327	Radio Equipment M & R	-	-	1,000	-		1,000	1,000	-	0%	1,000	1,000
01-410-000-340	Public Relations	11,302	3,078	12,000	11,349		12,000	15,000	3,000	25%	15,000	15,000

**Upper Uwchlan Township
2022 Budget**

		Actual -											
		Actual	Actual	Budget	9/30/21	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2022	'21 Budget	Inc/(Dec)	2023	2024	2025	2026
01-410-000-342	Police Accreditation	3,408	1,785	6,000	1,320	6,000	6,000	-	0%	3,000	3,000	3,000	3,000
01-410-000-352	Insurance - Liability	14,550	13,826	13,826	9,836	13,114	12,793	(321)	-2%	12,793	12,793	12,793	12,793
01-410-000-353	Insurance - Vehicles	2,429	2,378	2,378	1,580	2,107	2,106	(1)	0%	2,106	2,106	2,106	2,106
01-410-000-354	Insurance - Workers Comp.	39,029	43,393	37,187	31,619	37,096	43,200	6,104	16%	44,496	45,831	47,206	48,622
01-410-000-420	Dues/Subscriptions/Memberships	1,130	403	1,000	434	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-410-000-450	Contracted Services	15,204	13,354	25,350	10,657	27,040	29,950	2,910	11%	29,950	29,950	29,950	29,950
01-410-000-740	Computer/Furniture	2,356	1,049	3,000	3,950	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
Total 410 POLICE EXPENSES		2,215,267	2,319,097	2,346,296	1,829,845	2,413,496	2,779,019	365,522	15%	2,788,649	2,865,930	2,946,342	3,030,062
411 - FIRE													
01-411-000-316	Training & Seminars	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-411-000-354	Insurance - Workers Comp.	16,794	8,665	23,000	14,687	23,000	23,000	-	0%	23,000	23,000	23,000	23,000
01-411-000-420	Dues/Subscriptions/Memberships	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-411-000-450	Contracted Services	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-411-000-451	Hydrant Expenses - Aqua	69,623	80,319	60,000	51,798	60,000	60,000	-	0%	60,000	60,000	60,000	60,000
01-411-001-001	Contributions - Ludwig's	74,160	74,160	74,160	74,160	74,160	249,196	175,036	236%	99,196	99,196	99,196	99,196
01-411-001-002	Contributions - Lionville	76,796	74,282	74,282	74,282	74,282	99,360	25,078	34%	99,360	99,360	99,360	99,360
01-411-001-003	Contributions - Lionville Capital	-	150,000	-	-	-	-	-	#DIV/0!	-	-	-	-
01-411-001-004	Contributions - Glenmoore	8,549	8,549	8,549	8,549	8,549	11,435	2,886	34%	11,435	11,435	11,435	11,435
01-411-001-005	Contributions - E. Brandywine	13,608	13,608	13,608	13,608	13,608	46,279	32,671	240%	21,279	21,279	21,279	21,279
01-411-001-006	Reimbursement - Uwchlan Twp.	-	2,488	2,300	-	2,300	2,300	-	0%	2,300	2,300	2,300	2,300
01-411-001-007	Reimbursement - E. Brandywine Twp.	562	328	200	-	200	200	-	0%	200	200	200	200
01-411-002-530	Contributions - Fire Relief Funds	94,164	94,809	95,000	86,558	95,000	95,000	-	0%	95,000	95,000	95,000	95,000
Total 411 FIRE		354,256	507,208	351,099	323,642	351,099	586,770	235,671	67%	411,770	411,770	411,770	411,770
412 AMBULANCE													
01-412-000-540	Uwchlan Ambulance	27,038	27,038	27,038	27,038	27,038	27,038	-	0%	32,038	34,038	36,038	38,038
01-412-000-544	Minquas Ambulance	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Total 412 AMBULANCE		27,038	27,038	27,038	27,038	27,038	27,038	-	0%	32,038	34,038	36,038	38,038
Total 411-412 FIRE and AMBULANCE		381,294	534,246	378,137	350,680	378,137	613,808	235,671	62%	443,808	445,808	447,808	449,808
413 CODES ADMINISTRATION													
01-413-000-100	Code Administrator Wages	239,831	232,705	250,390	164,253	225,362	242,130	16,768	7%	249,394	256,876	264,582	272,520
01-413-000-150	Payroll Tax Expense	18,987	18,403	19,155	13,047	17,240	18,523	1,283	7%	19,079	19,651	20,241	20,848
01-413-000-151	Unemployment Compensation	247	247	240	695	615	1,605	990	161%	1,766	1,926	1,846	1,846
01-413-000-156	Employee Benefit Expense	74,505	65,599	72,761	37,740	50,054	49,529	(525)	-1%	50,520	51,530	52,561	53,612
01-413-000-160	Pension Expense	23,468	21,985	21,985	20,548	19,610	16,687	(2,923)	-15%	17,187	17,703	18,234	18,781
01-413-000-165	Employer 457 Match	-	3,000	3,000	-	4,500	6,000	1,500	33%	6,000	6,000	6,000	6,000
01-413-000-181	Longevity Pay	7,200	7,500	7,500	2,400	4,800	5,100	300	6%	5,400	5,700	6,750	6,900
01-413-000-183	Overtime	2,112	1,536	-	1,760	-	2,000	2,000	#DIV/0!	2,000	2,000	2,000	2,000
01-413-000-200	Supplies	1,400	643	2,000	642	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-413-000-230	Gasoline & Oil	2,165	1,753	3,800	2,062	3,400	3,400	-	0%	3,400	3,400	3,400	3,400
01-413-000-235	Vehicle Maintenance	4,978	1,265	1,500	206	2,000	1,500	(500)	-25%	1,500	1,500	1,500	1,500
01-413-000-316	Training & Seminars	155	957	3,000	-	2,500	3,000	500	20%	3,000	3,000	3,000	3,000
01-413-000-317	Parking & Travel	97	-	1,000	-	750	250	(500)	-67%	250	250	250	250
01-413-000-320	Telephone	1,279	1,274	2,000	589	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-413-000-322	Ipad Expense	145	662	600	376	600	600	-	0%	600	600	600	600
01-413-000-352	Insurance - Liability	424	377	377	275	367	282	(86)	-23%	282	282	282	282
01-413-000-353	Insurance - Vehicles	349	297	297	214	285	398	113	40%	398	398	398	398
01-413-000-354	Insurance - Workers Comp.	1,801	2,003	1,716	823	618	720	102	17%	700	700	700	700
01-413-000-420	Dues/Subscriptions/Memberships	355	230	5,000	159	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
01-413-000-450	Contracted Services	11,842	13,673	30,000	1,195	10,000	10,000	-	0%	10,000	10,000	12,000	12,000
01-413-000-460	Meetings & Conferences	-	-	-	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
Total 413 CODES ADMINISTRATION		391,340	374,109	426,321	246,984	350,701	369,724	19,023	5%	379,475	389,516	402,343	412,636

**Upper Uwchlan Township
2022 Budget**

		Actual -											
		Actual	Actual	Budget	9/30/21	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2022	'21 Budget	Inc/(Dec)	2023	2024	2025	2026
414 PLANNING & ZONING													
		<u>General Planning</u>											
01-414-001-116	Compensation	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-414-001-200	Supplies	467	-	500	-	500	500	-	0%	500	500	500	500
01-414-001-301	Court Reporter	242	570	1,500	776	1,500	1,500	-	0%	1,500	1,500	1,500	1,500
01-414-001-315	Legal Fees	170	2,280	3,000	1,845	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
01-414-001-365	Comp Plan Update	-	-	-	-	-	50,000	50,000	#DIV/0!	-	-	-	-
01-414-001-366	Ordinance Update	9,754	250	20,000	2,720	20,000	20,000	-	0%	3,000	3,000	3,000	3,000
01-414-001-367	General Planning	-	250	3,000	-	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
01-414-001-368	Advertising	-	320	500	294	500	500	-	0%	500	500	500	500
01-414-001-451	Act 209	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Total 414-001 Planning		10,633	3,670	28,500	5,635	28,500	78,500	50,000	175%	11,500	11,500	11,500	11,500
		<u>Village Concept</u>											
01-414-002-367	General Planning	-	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
Total 414-002 Village Concept		-	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
		<u>Zoning</u>											
01-414-003-100	Zoning Board Compensation	-	-	800	-	800	800	-	0%	800	800	800	800
01-414-003-301	Court Reporter	188	-	2,000	-	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-414-003-315	Legal Fees	-	-	6,000	-	6,000	6,000	-	0%	2,000	2,000	2,000	2,000
01-414-003-450	Contracted Services	996	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
Total 414-003 Zoning		1,184	-	9,800	-	9,800	9,800	-	0%	5,800	5,800	5,800	5,800
Total 414 PLANNING & ZONING		11,817	3,670	39,300	5,635	39,300	89,300	50,000	127%	18,300	18,300	18,300	18,300
415 EMERGENCY OPERATIONS													
01-415-000-200	Supplies	1,045	2,639	2,000	(13)	2,000	2,000	-	0%	500	500	500	500
01-415-000-260	Small Tools & Equipment	-	-	1,000	-	1,000	1,000	-	0%	500	500	500	500
01-415-000-316	Training & Seminars	390	160	1,200	115	1,200	1,200	-	0%	3,000	3,000	3,000	3,000
01-415-000-317	Parking & Travel	684	92	400	-	400	400	-	0%	100	100	100	100
01-415-000-320	Telephone	872	-	1,200	-	1,200	1,200	-	0%	1,200	1,200	1,200	1,200
01-415-000-330	Other Services/Charges	-	-	500	-	500	500	-	0%	500	500	500	500
01-415-000-420	Dues/Subscriptions/Memberships	-	120	50	-	50	50	-	0%	50	50	50	50
01-415-000-450	Contracted Services	398	-	500	-	500	500	-	0%	500	500	500	500
01-415-000-740	Computer/Furniture	-	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
Total 415 EMERGENCY OPERATIONS		3,389	3,011	7,850	102	7,850	7,850	-	0%	7,350	7,350	7,350	7,350
422 - 456 OTHER SERVICES													
01-422-000-530	SPCA Contract	2,601	4,093	4,371	3,359	4,637	4,776	139	3%	4,919	5,067	5,219	5,375
01-422-000-601	DARC	20,943	23,037	23,037	23,037	25,341	25,341	-	0%	25,341	25,341	25,341	25,341
01-422-000-603	Downingtown Senior Center	2,000	2,000	2,000	-	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
01-422-000-605	Natural Lands Trust	-	-	-	-	20,000	20,000	-	0%	-	-	-	-
01-456-000-530	Contributions - Library	5,000	5,000	5,000	-	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
		30,544	34,130	34,408	26,396	56,978	57,117	139	0%	37,260	37,408	37,560	37,716
Total EMERGENCY & OTHER		33,933	37,141	42,258	26,498	64,828	64,967	139	0%	44,610	44,758	44,910	45,066
433 SIGNS													
01-433-000-200	Supplies	5,290	4,686	5,000	4,078	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-433-000-450	Contracted Services	-	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
		5,290	4,686	6,000	4,078	6,000	6,000	-	0%	6,000	6,000	6,000	6,000

**Upper Uwchlan Township
2022 Budget**

		Actual -											
		Actual	Actual	Budget	9/30/21	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2022	'21 Budget	Inc/(Dec)	2023	2024	2025	2026
434 SIGNALS													
01-434-000-450	Contracted Services	57,466	24,550	35,000	9,745	35,200	35,200	-	0%	25,000	25,000	25,000	25,000
		57,466	24,550	35,000	9,745	35,200	35,200	-	0%	25,000	25,000	25,000	25,000
438 PUBLIC WORKS													
01-438-000-100	Public Works Wages	399,889	416,301	405,395	312,927	439,698	451,945	12,247	3%	465,503	479,468	493,852	508,668
01-438-000-101	Employee Cost Allocated	-	-	-	(15,949)	(27,098)	(82,665)	(55,567)	205%	(85,145)	(87,699)	(90,330)	(93,040)
01-438-000-150	Payroll Tax Expense	32,074	32,667	31,013	25,908	33,637	34,574	937	3%	35,611	36,679	37,780	38,913
01-438-000-151	Unemployment Compensation	548	563	560	1,435	1,435	3,745	2,310	161%	2,943	3,210	3,344	3,478
01-438-000-156	Employee Benefit Expense	147,337	131,475	143,928	125,728	147,806	187,111	39,305	27%	190,853	194,670	198,563	202,535
01-438-000-160	Pension Expense	34,315	32,193	32,196	38,573	38,133	30,829	(7,304)	-19%	31,754	32,706	33,688	34,698
01-410-000-165	Employer 457 Match	-	6,000	6,000	-	10,500	14,000	3,500	33%	14,000	14,000	14,000	14,000
01-438-000-181	Longevity	6,150	6,750	6,750	5,700	8,100	8,850	750	9%	10,350	11,250	12,150	13,800
01-438-000-183	Overtime Wages	14,737	5,977	24,000	15,370	26,000	26,000	-	0%	26,000	26,000	26,000	26,000
01-438-000-200	Supplies	47,723	42,473	51,300	50,454	48,500	49,000	500	1%	49,000	49,000	49,000	49,000
01-438-000-205	Meals and Meal Allowances	198	-	500	386	500	600	100	20%	600	600	600	600
01-438-000-230	Gasoline & Oil	23,230	15,997	34,200	18,833	34,200	42,000	7,800	23%	42,000	42,000	42,000	42,000
01-438-000-235	Vehicle Maintenance	13,326	7,272	17,050	23,879	17,000	18,000	1,000	6%	18,000	18,000	18,000	18,000
01-438-000-238	Uniforms	3,932	2,679	3,050	3,380	3,050	3,050	-	0%	3,050	3,050	3,050	3,050
01-438-000-245	Highway Supplies	8,008	9,540	10,100	11,013	9,600	9,600	-	0%	9,600	9,600	9,600	9,600
01-438-000-260	Small Tools & Equipment	7,542	8,884	12,800	3,658	9,600	9,750	150	2%	9,750	9,750	9,750	9,750
01-438-000-316	Training & Seminars	1,514	1,371	5,000	621	5,000	5,225	225	5%	5,225	5,225	5,225	5,225
01-438-000-317	Parking and Travel	1,387	-	800	316	800	800	-	0%	800	800	800	800
01-438-000-320	Telephone	2,519	2,512	3,000	1,472	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
01-438-000-322	Ipad Expense	1,577	1,024	1,200	561	1,200	1,200	-	0%	1,200	1,200	1,200	1,200
01-438-000-341	Advertising	623	60	-	-	-	-	-	0%	-	-	-	-
01-438-000-342	Accreditation	-	-	5,000	-	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
01-438-000-352	Insurance - Liability	1,764	1,665	1,665	1,216	1,621	1,486	(135)	-8%	1,486	1,486	1,486	1,486
01-438-000-353	Insurance - Vehicles	1,397	1,189	1,189	857	1,141	1,593	452	40%	1,593	1,593	1,593	1,593
01-438-000-354	Insurance - Workers Comp.	9,007	11,880	8,916	9,304	11,747	13,680	1,933	16%	14,090	14,513	14,949	15,397
01-438-000-420	Dues/Subscriptions/Memberships	685	820	400	-	400	400	-	0%	400	400	400	400
01-438-000-450	Contracted Services	52,278	25,431	52,230	7,200	52,730	56,500	3,770	7%	56,500	56,500	56,500	56,500
01-438-000-463	Miscellaneous	-	-	-	-	-	-	-	0%	-	-	-	-
01-438-000-720	Road Resurfacing	244,222	-	-	195,000	274,333	274,333	-	100%	274,333	274,333	274,333	274,333
		1,055,982	764,723	858,242	837,842	1,157,633	1,169,605	11,972	1%	1,187,495	1,206,334	1,225,532	1,245,985

**Upper Uwchlan Township
2022 Budget**

				Actual -								
		Actual	Actual	Budget	9/30/21		Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget
		2019	2020	2020	2021		2021	2022	'21 Budget	Inc/(Dec)	2023	2024
											2025	2026
<u>Public Works - Facilities Division</u>												
01-438-001-100	Public Works Wages-Facilities Div.	191,091	191,520	218,918	152,205	234,093	241,115	7,022	3%	248,348	255,799	263,473
01-438-001-101	PW Facilities Costs Allocated	(183,974)	(196,942)	(207,336)	(152,597)	(223,653)	(225,983)	(2,330)	1%	(225,983)	(225,983)	(225,983)
01-438-001-150	Payroll Tax Expense	15,366	14,885	16,747	12,498	17,908	18,445	537	3%	18,999	19,569	20,156
01-438-001-151	Unemployment Compensation	553	479	560	955	1,435	3,745	2,310	161%	3,932	4,120	4,307
01-438-001-156	Employee Benefit Expense	69,330	42,597	67,702	28,148	38,965	42,307	3,342	9%	43,153	44,016	44,896
01-438-001-160	Pension Expense	13,326	11,517	11,517	3,391	11,643	10,482	(1,161)	-10%	10,797	11,121	11,454
01-410-000-165	Employer 457 Match	-	2,000	3,000	-	4,500	6,000	1,500	33%	6,000	6,000	6,000
01-438-001-181	Longevity	1,800	1,950	1,950	2,850	2,850	3,300	450	16%	3,450	3,750	4,050
01-438-001-183	Overtime Wages	8,547	1,887	8,000	6,882	8,000	8,000	-	0%	8,000	8,000	8,000
01-438-001-230	Gasoline & Oil	16,379	14,453	12,000	15,331	12,000	12,000	-	0%	12,000	12,000	12,000
01-438-001-235	Vehicle Maintenance	-	777	6,500	-	6,500	6,500	-	0%	6,500	6,500	6,500
01-438-001-238	Uniforms	277	125	1,200	1,623	2,200	1,200	(1,000)	-45%	1,200	1,200	1,200
01-438-001-316	Training & Seminars	804	-	1,600	483	1,600	1,600	-	0%	1,600	1,600	1,600
01-438-001-352	Insurance - Liability	1,764	1,665	1,665	1,216	1,621	1,486	(135)	-8%	1,486	1,486	1,486
01-438-001-353	Insurance - Vehicles	1,397	1,189	1,189	856	1,141	1,593	452	40%	1,593	1,593	1,593
01-438-001-354	Insurance - Workers Comp.	5,404	4,142	4,815	5,911	8,037	9,360	1,323	16%	9,360	9,360	9,360
01-438-001-450	Contracted Services	-	-	-	-	-	-	-	0%	-	-	-
		142,064	92,244	150,027	79,752	128,840	141,149	12,309	10%	150,434	160,129	170,091
Total 438 PUBLIC WORKS		1,198,046	856,967	1,008,269	917,594	1,286,473	1,310,754	24,281	2%	1,337,929	1,366,463	1,395,622
439 ROAD CONSTRUCTION												
01-439-000-752	East West Link	-	-	-	-	-	-	-	0%	-	-	-
		-	-	-	-	-	-	-	0%	-	-	-
454 PARK & RECREATION												
<u>Parks - General</u>												
01-454-000-150	Scholarships for Youth Groups	-	-	6,000	-	6,000	6,000	-	0%	6,000	6,000	6,000
01-454-000-427	Waste Disposal			-		-			#DIV/0!	-	-	-
01-454-001-101	Park Wage Allocation	183,974	196,942	207,336	152,597	223,653	225,983	2,330	1%	225,983	225,983	225,983
01-454-001-200	Supplies	14,728	19,778	15,000	13,091	15,000	15,000	-	0%	15,000	15,000	15,000
01-454-001-201	Park & Rec Special Events	4,190	3,662	6,000	3,680	6,000	6,000	-	0%	6,000	6,000	6,000
01-454-001-202	Block Party	28,350	7,098	28,000	5,130	28,000	28,000	-	0%	28,000	28,000	28,000
01-454-001-230	Gasoline & Oil	-	-	-	-	-	-	-	#DIV/0!	-	-	-
01-454-001-235	Vehicle Maintenance	3,371	5,646	6,000	1,293	6,000	6,000	-	0%	6,000	6,000	6,000
01-454-001-250	Maintenance & Repairs	1,110	-	500	-	500	500	-	0%	500	500	500
01-454-001-260	Small Tools & Equipment	479	1,425	2,700	-	2,700	3,330	630	23%	3,330	3,330	3,330
01-454-001-316	Training & Seminars	-	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000
01-454-001-320	Telephone	-	-	-	-	-	-	-	#DIV/0!	-	-	-
01-454-001-340	Public Relations	-	-	-	-	-	-	-	#DIV/0!	-	-	-
01-454-001-354	Insurance - Workers Comp.	3,002	3,338	2,861	2,930	3,710	4,320	610	16%	4,320	4,320	4,320
01-454-001-420	Dues/Subscriptions/Memberships	30	-	300	-	300	300	-	0%	-	-	-
01-454-001-450	Contracted Services	-	-	500	-	500	500	-	0%	500	500	500
		239,234	237,889	276,197	178,721	293,363	296,933	3,570	1%	296,633	296,633	296,633
<u>Hickory Park</u>												
01-454-002-200	Supplies - Hickory Park	3,312	5,380	3,000	3,670	3,000	3,000	-	0%	3,000	3,000	3,000
01-454-002-231	Propane	1,931	-	2,000	1,100	2,000	2,000	-	0%	2,000	2,000	2,000
01-454-002-250	Maintenance & Repairs	3,179	295	8,000	487	8,000	8,000	-	0%	7,000	7,000	7,000
01-454-002-351	Insurance - Property	3,153	4,134	4,134	3,054	4,072	5,182	1,110	27%	5,182	5,182	5,182
01-454-002-360	Utilities	4,208	2,629	5,000	1,859	5,000	5,000	-	0%	5,000	5,000	5,000
01-454-002-450	Contracted Services	34,576	20,948	20,000	13,058	20,000	20,000	-	0%	20,000	20,000	20,000
		50,359	33,386	42,134	23,228	42,072	43,182	1,110	3%	42,182	42,182	42,182

**Upper Uwchlan Township
2022 Budget**

		Actual	Actual	Budget	Actual -	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	9/30/21	2021	2022	'21 Budget	Inc/(Dec)	2023	2024	2025	2026
<u>Fellowship Fields</u>													
01-454-003-200	Supplies	2,275	1,015	3,000	5,360	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
01-454-003-250	Maintenance & Repairs	2,000	500	10,000	5,486	10,000	18,000	8,000	80%	18,000	18,000	18,000	18,000
01-454-003-312	Engineering Fees	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-454-003-320	Telephone	1,500	1,500	2,500	1,195	2,500	2,500	-	0%	2,500	2,500	2,500	2,500
01-454-003-351	Insurance - Property	3,153	4,134	4,134	3,054	4,072	5,182	1,110	27%	5,182	5,182	5,182	5,182
01-454-003-360	Utilities	9,206	9,291	12,000	5,807	12,000	12,000	-	0%	12,000	12,000	12,000	12,000
01-454-003-450	Contracted Services	17,979	21,225	16,000	13,462	16,000	16,000	-	0%	16,000	16,000	16,000	16,000
		36,113	37,665	47,634	34,364	47,572	56,682	9,110	19%	56,682	56,682	56,682	56,682
<u>Larkins Field</u>													
01-454-004-200	Supplies	-	113	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-454-004-250	Maintenance & Repairs	980	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-454-004-312	Engineering Fees	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
01-454-004-450	Contracted Services	1,665	660	3,000	515	3,000	3,000	-	0%	3,000	3,000	3,000	3,000
		2,645	773	5,000	515	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
<u>Upland Farms</u>													
01-454-005-200	Supplies	1,237	465	5,000	400	5,000	5,000	-	0%	1,000	1,000	1,000	1,000
01-454-005-231	Propane & Heating Oil	4,804	1,119	4,500	1,977	4,500	6,000	1,500	33%	6,000	6,000	6,000	6,000
01-454-005-250	Maintenance & Repairs	7,191	285	50,000	8,710	50,000	50,000	-	0%	10,000	10,000	10,000	10,000
01-454-005-351	Insurance - Property	3,153	4,134	4,134	3,054	4,072	5,182	1,110	27%	5,182	5,182	5,182	5,182
01-454-005-360	Utilities	4,591	4,179	4,000	8,962	4,000	14,000	10,000	250%	14,000	14,000	14,000	14,000
01-454-005-450	Contracted Services	3,693	3,549	5,000	3,277	5,000	10,000	5,000	100%	10,000	10,000	10,000	10,000
01-454-005-513	Engineering Fees	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
		24,669	13,731	72,634	26,380	72,572	90,182	17,610	24%	46,182	46,182	46,182	46,182
Total Individual Parks		113,786	85,555	167,402	84,487	167,216	195,046	27,830	17%	150,046	150,046	150,046	150,046
Total 454 PARK & RECREATION		353,020	323,444	443,599	263,208	460,579	491,979	31,400	7%	446,679	446,679	446,679	446,679
455 ENVIRONMENTAL ADVISORY COUNCIL													
01-455-000-450	Contracted Services	-	-	-	-	-	10,000	10,000	#DIV/0!	10,000	10,000	10,000	10,000
		-	-	-	-	-	10,000	10,000	#DIV/0!	10,000	10,000	10,000	10,000
459 HISTORICAL COMMISSIONS													
01-459-000-200	Supplies	338	-	1,000	-	2,500	2,500	-	0%	1,000	1,000	1,000	1,000
01-459-000-320	Telephone	-	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
01-459-000-450	Contracted Services	1,114	1,177	2,316	2,115	1,500	1,500	-	0%	1,500	1,500	1,500	1,500
		1,452	1,177	4,316	2,115	5,000	5,000	-	0%	3,500	3,500	3,500	3,500
					-								
TOTAL EXPENSES BEFORE OPERATING TRANSFERS		6,012,276	5,822,129	6,155,093	4,692,178	6,500,325	7,926,874	1,426,549	22%	7,069,134	7,211,092	7,362,650	7,517,182
NET INCOME BEFORE TRANSFERS		1,347,454	2,905,883	822,181	3,031,308	559,897	93,675	(466,222)	-83%	455,047	448,092	429,186	413,490

**Upper Uwchlan Township
2022 Budget**

	Actual	Actual	Budget	Actual - 9/30/21	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
	2019	2020	2020	2021	2021	2022	'21 Budget	Inc/(Dec)	2023	2024	2025	2026
492 OPERATING TRANSFERS												
01-492-000-030 Transfer to Capital Acquisition Fund:												
From Turf Field cash account			-	-	(400,000)	-	400,000	-100%	-	-	-	-
Other	(150,000)	(1,518,000)	(518,000)	(500,000)	(500,000)	(1,500,000)	(1,000,000)	200%	(500,000)	(400,000)	(200,000)	-
01-492-000-036 Transfer to Water Resource Protection Fund	-	-	(300,000)	(245,000)	(245,000)	(245,000)	-	0%	-	-	-	-
01-492-000-050 Transfer to Solid Waste Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Transfer to Developer's Escrow Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Transfer to Act 209 Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
	(150,000)	(1,518,000)	(818,000)	(745,000)	(1,145,000)	(1,745,000)	(600,000)	52%	(500,000)	(400,000)	(200,000)	-
Total Expenditures	6,162,276	7,340,129	6,973,093	5,437,178	7,645,325	9,671,874	2,026,549	27%	7,569,134	7,611,092	7,562,650	7,517,182
Net Ordinary Income	1,197,454	1,387,883	4,181	2,286,308	(585,103)	(1,651,325)	(1,066,222)	182%	(44,953)	48,092	229,186	413,490
<u>Solid Waste Fund</u>												
Revenue	1,132,126	1,100,261	1,096,444	1,036,284	1,141,331	1,151,066	9,735	1%	1,191,038	1,192,435	1,192,635	1,192,835
Expenses	(952,814)	(933,990)	(914,796)	(708,954)	(1,045,522)	(1,031,685)	13,837	-1%	(1,032,075)	(1,043,578)	(1,043,670)	(1,053,688)
Operating transfers	-	(150,000)	(150,000)	-	(100,000)	(100,000)	-	0%	(80,000)	(80,000)	(80,000)	(80,000)
NET INCOME	179,312	16,271	31,648	327,330	(4,191)	19,381	23,572	-562%	78,963	68,857	68,965	59,146
Net Ordinary Income (Loss)	1,376,766	1,404,154	35,829	2,613,638	(589,294)	(1,631,944)	(1,042,650)	177%	34,010	116,949	298,151	472,637

GENERAL FUND

GENERAL GOVERNMENT DEPARTMENT

MISSION

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

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

DESCRIPTION OF SERVICES PROVIDED

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

The current Board members are as follows:

		<u>Term Expires</u>
Chairperson	Sandra M. D'Amico	12/31/23
Vice-Chairman	Jamie W. Goncharoff	12/31/21
Member	Jennifer Baxter	12/31/25

Mr. Andrew Durkin was elected to the Board of Supervisors at the November 2, 2021 general election and will take office in January, 2022 for a six year term expiring on December 31, 2027.

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

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

This department includes the compensation and related expenses for the Board of Supervisors as well as "general" government expenses that are not attributable to any specific department. Under the Second Class Township Code, the maximum annual salary for a supervisor in a township of our population is \$3,250.

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

- Chester County Association of Township Officials (CCATO)
- Pennsylvania State Association of Township Supervisors (PSATS)
- The Lord's Pantry, Downingtown (supplemental food program for needy families)

Volunteer Groups Serving the Upper Uwchlan Community

The Township has established several commissions that consist of volunteers who serve the community and are supported by members of Township staff or Supervisors. There is always a need for additional members so residents should consider volunteering with one of these groups:

- Emergency Management Planning Commission (EMPC)
- Planning Commission (PC)
- Environmental Advisory Council (EAC)
- Historical Commission
- Technology Advisory Board (TAB)

ACCOMPLISHMENTS IN 2021

- No tax increase (since 2006)
- Implemented annual awards for "Volunteer of the Year" and "Business of the Year"
- Replacement of the Park Road bridge over the Turnpike commenced
- Reviewed 4 and adopted the following 3 ordinances and/or amendments:
 - Established an Environmental Advisory Council (EAC), Verizon Cable Franchise Agreement renewal, and Reserve at Chester Springs speed limit and such.
- Reviewed three (3) conditional use applications (Barn on Moore, 100 Greenridge Road, Alpha Phlyte Fitness)
- Reviewed 4 and approved 2 subdivision/land development plans: Dewees Minor Subdivision and Snodgrass Lot Consolidation
- Approved 15 land development escrow release requests
- Accepted dedication of Townes at Chester Springs sanitary sewer appurtenances
- Accepted dedication of Reserve at Chester Springs roadways
- Accepted dedication of Marsh Lea roadways
- Approved the 2022 Minimum Municipal Pension Obligation (MMO) for the Police and Non-Uniformed Pension Plans
- The two defined benefit pension plans achieved an overall funding status of 114% with Level 0 – no distress
- Approved the submission of the updated township-wide Act 537 Plan to the PaDEP for their review and approval

- Approved/awarded contracts for the following:
 - Construction management firm for Upland Farm barn / house improvements
 - Contractors (mechanical, electrical, etc.) for Upland Farms Barn improvements
 - 2021 Roadway Materials
 - 2021 Milling and Paving
 - 2021 Pavement Marking
 - Comcast Cable franchise agreement and renewal audit
 - Hickory Park improvements analysis
- Authorized the sale of Township equipment as a result of replacement: public works mowers, air compressor, enclosed trailer, and 2 trucks with snow/ice event equipment
- Monitored the response and cleanup efforts following Sunoco's Inadvertent Return (IR) of HDD drilling mud at Marsh Creek Lake August 2020
- Monitored Sunoco's request to PaDEP for pipeline alternate route approval
- Established Environmental Advisory Council (EAC)
- Successfully transitioned property tax collection from elected Tax Collector to the Chester County Treasurer's Office
- Reviewed and approved 2 intermunicipal liquor license transfers
- Engaged General Code to begin the process of recodifying the "Code of Upper Uwchlan Township"
- The Planning Commission began the process of updating the Township's Comprehensive Plan and various related Plans
- The Township office serves as a drop-off location for the Marine Corps. annual "Toys for Tots" toy drive – an estimated 900 items were donated by Upper Uwchlan Township residents in 2021

GOALS FOR 2022

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

Staffing Statistics – as of the end of the year presented

	2022	2021	2020
Chairman	1	1	1
Vice-Chairman	1	1	1
Member	1	1	1
Total	3	3	3

2022 Budget Summary – General Government

	2022 Budget	Actual 2021 (9/30/21)	2021 Budget	2022 Increase (Decrease)	Percentage Change
Personnel and related expenses	\$10,496	\$7,872	\$6,997	\$3,499	50.0%
Liability and Public Officials Bond	19,934	15,743	21,876	(1,941)	(8.9%)
All other	47,777	31,267	44,415	3,362	7.6%
Total	\$78,207	\$54,882	\$73,288	\$4,920	6.7%

Explanation of Major Changes**Personnel and related expenses**

One of the Supervisors had not been accepting the compensation that is allowed under the Second Class Township Code; therefore it was not included in the 2021 Budget. During 2021, they accepted the compensation.

STATISTICS

	2022	2021*	2020
Township meetings attended	72	48	75
Members attending PSATS	3	3	- **
Ordinances passed	6	4	6
Resolutions passed	8	5	18
Land development plan approvals	1	2	5
Conditional Use hearings or special meetings separate from regular meetings	1	0	3 special
Conditional Use approvals	1	0	1

*As of 9/30/21

** PSATS was cancelled in 2020

GENERAL FUND

EXECUTIVE DEPARTMENT

MISSION

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

DESCRIPTION OF SERVICES PROVIDED

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

Township Manager

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

Assistant Township Manager

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

Township Secretary

- Maintains the minutes of workshops and meetings of the Board of Supervisors, Planning Commission, Municipal Authority, Historical Commission, and all Township records
- Prepares the monthly meeting agendas and supporting document packets for the Board of Supervisors, Planning Commission, Municipal Authority, and Historical Commission
- Assists with all bid letting activities
- Assists with processes related to the adoption of Township Ordinances and Resolutions and maintenance of the Code of Upper Uwchlan Township
- Assists with Township website content
- Provides Public Notary services

- Open Records Officer, except for Police-related Requests
- Assists with the receipt, distribution, and reviews of conditional use applications and land development applications, coordinating meetings/hearings toward approval of same
- Liaison with the Planning Commission (PC), Municipal Authority (Authority), Historical Commission (HC), and Technology Advisory Board (TAB)
- All other activities as required

Treasurer/Finance Department

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

ACCOMPLISHMENTS IN 2021

- Monitored directives from Federal, State and County agencies and coordinated communications and responses to residents regarding the novel Corona Virus (COVID-19)
- Continued coordination with the Pennsylvania Turnpike on their widening project and replacement of the Park Road bridge
- Project management and oversight of the Park Road Reconstruction and Trail Installation project close-out
- Assisted with the drafting, review and adoption of the following ordinance amendments:
 - Outdoor storage tanks
 - Established the Environmental Advisory Council
 - Renew the Verizon Franchise Agreement
 - Reserve at Chester Springs speed limit
- Coordinated the review of four (4) subdivision and land development plans
- Coordinated the review of three (3) conditional use applications
- Coordinated and presented the following contracts to the BOS for consideration:
 - 2021 Milling and Paving
 - 2021 Roadway Materials

- 2021 Pavement Marking
 - Cable franchise agreement renewal audit
 - Hickory Park improvements analysis
 - Construction management firm for Upland Farm barn / house improvements
- Continued refinement of the Township's asset/parcel management system, Traisr
- Provided oversight management of the Upland Farms Community Center barn renovation project
- Received our eighth consecutive Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the 2021 Budget
- Prepared our sixth Annual Comprehensive Financial Report (ACFR) for the year ended December 31, 2020
- Engaged a consultant to review and revise the Employee Manual

GOALS FOR 2022

Administration

- Continued coordination with various pipeline projects in and around the Township
- Continued coordination with Pennsylvania Turnpike personnel on the Park Road Bridge Replacement Project
- Project Management responsibilities for continued capital improvements at the Upland Farms Barn (bathrooms serving the barn and the park)
- Windsor Ridge Trail extension planning and grant application
- Evaluate the continued development of the Water Resource Protection Program – Phase III, final phase
- Evaluate document scanning programs or services for electronic records retention
- Guide/assist the Planning Commission with tasks to update the Township's Comprehensive Plan
- Evaluate the Solid Waste and Recycling contracts for renewal or re-bid during 2022
- Negotiate a new Police Collective Bargaining agreement effective January 1, 2023

Finance

- Continue to obtain additional training as warranted
- Continue to prepare a Comprehensive Annual Financial Report (Annual Report) each year
- Receive the GFOA Certificate of Achievement for Excellence in Financial Reporting for the December 31, 2021 Annual Report (ACFR)
- Receive the GFOA Distinguished Budget Award for the 2022 Budget
- Review and improve the Accounting Policies and Procedure Manual
- Continue to develop and document policies in accordance with the GFOA Best Practices

Staffing Statistics – as of the end of each year presented

	2022	2021	2020
Full time:			
Township Manager	1	1	-
Assistant Twp. Manager	1	1	1
Township Secretary	1	1	1
Treasurer	1	1	1
A/R and HR Associate	1	1	1
A/P Associate	1	1	1
Part time:			
Finance/Admin	.3	-	-
Total	6.3	6.0	5.0

2022 Budget Summary – Executive

	2022 Budget	Actual 2021 (9/30/21)	2021 Budget	2022 Increase (Decrease)	Percentage Change
Personnel and related expenses	\$780,461	\$549,934	\$744,090	\$36,371	4.9%
All other	59,480	43,411	57,952	1,528	2.6%
Total	\$839,941	\$593,345	\$802,042	\$37,899	4.7%

Explanation of Major Changes**Personnel and related expenses**

All non-uniformed personnel are budgeted for a 3% salary increase in 2022. One new part-time receptionist has been added for 15 hours per week to assist staff with front desk duties.

The employer matching contribution to the 457 Plan for non-uniform employees increases in 2022 from 2021 by \$500 per eligible employee. The match is available to all full-time employees who contribute a minimum of \$2,000 to the 457 Plan annually.

All other

All other consists mainly of training, and various dues and subscriptions.

STATISTICS

	2022	2021*	2020
Township meetings attended	80	71	105
Meeting packages prepared	62	42	53
Conditional Use Applications processed	5	2	1
Subdivision and land development applications processed	3	4	5
Ordinance amendments: Discussed Adopted	6 discussed 6 adopted	4 discussed 4 adopted	7 discussed 6 adopted
Resolutions approved	10	5	18
Right to Know Requests	60	74	100
Bid packages prepared	5	6	3
Certifications issued for settlements (re-sale and refinancing)	400	382	175
Number of utility bills mailed – solid waste (<i>includes reminders</i>)	4,150	4,101	4,109
Number of solid waste bills paid through the on-line WIPP	925	868	761
Number of liens collected – solid waste	2	2	20
Number of utility bills mailed - sewer	12,000	11,875	11,546
Number of sewer bills paid through the on-line WIPP	3,500	2,874	3,333
Number of liens collected - sewer	5	7	19
Utility payment processing - date of receipt to date processed <i>Peak time</i>	2 days	3 days	7 days (from home) 3 days (office)
Utility payment processing – date of receipt to date processed <i>Off peak</i>	1 day	1 day	1 day
Notary services provided	35	36	24

*As of 9/30/21

PERFORMANCE MEASURES

Township Goals Supported:

- Governance Supports Supervisor's Priority - Governance
 - Significantly increase citizen understanding, access to, and participation in Upper Uwchlan Township local government by communicating with the public

- Financial Operations Supports Supervisor's Priority – Financial Mgmt

The Township shall maintain strong financial operations that is supported by strong, responsible fiscal policy as evidenced by the following results 100 percent of the time:

 - Maintains an Unrestricted Fund Balance in the General Fund of not less than 35% of general operating expenditures (prior to any transfers to other Funds)
 - Maintains the highest possible bond rating for the size of the Township (Aa/AA)
 - Township receives the Government Finance Officers Association (GFOA) Distinguished Budget Award
 - Township receives the Government Finance Officers Association Comprehensive Annual Financial Report award
 - Consistently produce high quality financial records which reduce annual audit costs

Governance

Increasing citizen involvement and communication via the Township's website

	2020 Actual	2021 Estimated	2022 Projected
Total website visits	94,733	106,600	122,000
Year to year increase (%)	16.5%	12.5%	14.5%
Total individual page views	141,846	167,000	195,000
Year to year increase (%)	15.6%	17.7%	16.7%

Financial Operations

Maintaining highest possible municipal bond rating for Township's of our population

	Expected Result	2020 Actual	2021 Actual	2022 Projected
Bond Rating	Aa/AA	Aa/AA	Aa/AA	Aa/AA

Maintaining Unrestricted Fund Balance in the General Fund

	Expected Result	2020 Actual	2021 Estimated	2022 Projected
Unrestricted Fund Balance		\$7,025,155	\$9,923,000	\$10,295,000
General Operating Expenditures		\$5,817,084	6,232,178	6,870,000
Fund balance as a percentage of operating expenses	>35%	120.8%	159.2%	149.8%

GFOA Distinguished Budget Presentation Award

The GFOA issues this award to municipalities whose budgets meet the highest principles of governmental budgeting. The Township first submitted its 2014 Budget to the GFOA and received the award that year and each subsequent year.

	Expected Result	2020 Actual	2021 Actual	2022 Projected
Number of consecutive years receiving the GFOA Budget Presentation Award	100%	100% (7 years)	100% (8 years)	100% (9 years)

Annual Audited Financial Statements

The Township set a goal of improving its annual financial statements by moving from the state-mandated DCED format to full GAAP statements and finally to the highest level of governmental financial reporting, a Comprehensive Annual Financial Report (Annual Report). The Township files the DCED report with the Commonwealth of Pennsylvania; beginning with December 31, 2016 and in each subsequent year, the Township has also prepared an Annual Report.

	Expected Result	2020 Actual	2021 Estimated	2022 Projected
<i>Audit year end:</i>		12/31/20	12/31/21	12/31/22
DCED report	1	1	1	1
Annual Report	1	1	1	1
Receive GFOA award for the Annual Report	100%	TBD 5 th year	6 th year	7 th year

Containment of Audit Costs

This measures the cost of all Township audits (Township, Municipal Authority, two pension plans and the Tax Collector audit) and the ability of the Finance department to contain those costs by preparing high quality financial statements and performing other tasks to assist the auditors.

(Note that the only costs reflected in the General Fund Budget are for the Township and Tax Collector audits. Due to the Tax Collector's resignation during 2020, 2019 was the last year that the Tax Collector audit was performed)

	Expected Result	2020 Actual	2021 Estimated	2022 Projected
<i>Audit year end:</i>	<i>12/31/21</i>	<i>12/31/19</i>	<i>12/31/20</i>	<i>12/31/21</i>
Number of audits performed	4	5	4	4
Total cost	\$40,300	\$45,500	\$38,450	\$40,300
% change from prior year	< 6.0%	9.4%	(15.3%)	4.5%

Note – The auditors increase their fees annually. For the year ended 12/31/19 the Township was required to have a federal Single Audit performed as a result of receiving more than \$750,000 in federal funds through DCED for the Park Road Trail.

GENERAL FUND**AUDIT****DESCRIPTION OF SERVICES PROVIDED**

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

ACCOMPLISHMENTS IN 2021

- Audited the Township's financial statements for the year ended December 31, 2020 and assisted the Township in preparing and filing its Comprehensive Annual Financial Report ("CAFR") resulting in the Township receiving its fourth consecutive "Certificate for Excellence in Reporting" award from the GFOA
- Audited the Township's Police and Non-Uniform Pension Plans for the year ended December 31, 2020
- Performed an audit of the Tax Collector's records and procedures for the year ended December 31, 2020

GOALS FOR 2022

- Continue to provide audit services to the Township, Municipal Authority and the Township's two pension plans

2022 Budget Summary - Audit

	2022 Budget (12/31/21)	Actual 2021 (9/30/21)	2021 Budget (12/31/2020)	2022 Increase (Decrease)	Percentage Change
Audits	\$25,700	\$23,700	\$23,700	\$2,000	8.4%
Total	\$25,700	\$23,700	\$23,700	\$2,000	8.4%

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

Explanation of Major Changes

None

GENERAL FUND**TAX COLLECTION****DESCRIPTION OF SERVICES PROVIDED**

Until early in 2020, the Township had an elected Tax Collector who collected the township property taxes for Upper Uwchlan Township. The Tax Collector is responsible for mailing the tax bills, collecting the receipts, maintaining records of each property owner's payment status, remitting tax payments to the Township and filing monthly reports of his collections with the Township Treasurer. The tax collector provides the Township with a monthly list of refunds due to property owners due to overpayments. The Township remits refunds to property owners.

On August 17, 2020, the Board of Supervisors unanimously approved appointing the Chester County Treasurer's Office as the township's Deputy Tax Collector effective January 1, 2021. The County is fulfilling all the normal duties assigned to the Tax Collector and also serves in this capacity for other municipalities within Chester County.

ACCOMPLISHMENTS IN 2021

- Provided information to the residents of the Township via the Township newsletter concerning tax collections and frequently asked questions
- Smoothly transitioned real estate tax collection efforts to the Chester County Treasurer's Office effective January 1, 2021

GOALS FOR 2022

- Monitor the work of the County in providing real estate tax collections for our residents

Staffing Statistics – as of the end of each year presented

	2022	2021	2020*
Tax collector	-	-	1
Total	-	-	1

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

2022 Budget Summary – Tax Collector

	2022 Budget	Actual 2021 (9/30/21)	2021 Budget	2022 Increase (Decrease)	Percentage Change
Personnel related expenses	-	\$1,000	-	-	(100.0%)
Chester County Treasurer	\$12,500	13,860	\$8,500	\$4,000	47.1%
All other	400	400	-	400	100.0%
Total	\$12,900	\$15,260	\$8,500	\$4,400	51.8%

Explanation of Major Changes

Effective January 1, 2021 the Township hired Chester County to perform the real estate tax collection duties previously handled by an elected Tax Collector. The County was unable to bill the hydrant taxes on the same bill as the real estate taxes in 2020 which increased the costs in 2021. The County has informed the Township that the issue has been resolved and all Township real estate taxes will be included in one mailing in 2022.

Personnel related costs in 2021 were attributable to compensation for the former Tax Collector who was a consultant during the first few months of 2021.

STATISTICS

	2022	2021*	2020
Tax bills mailed	4,500	4,339	4,149
Tax bills processed	Not available	Not available	4,335
Certifications issued	Not available	Not available	592
Liens filed at year end	Not available	Not available	N/A

*As of 9/30/21

GENERAL FUND**LEGAL****DESCRIPTION OF SERVICES PROVIDED**

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

ACCOMPLISHMENTS IN 2021

- Not applicable

GOALS FOR 2022

- Not applicable

Staffing Statistics – as of the end of each year presented

	2022	2021	2020
None			
Total			

2022 Budget Summary – Legal

	2022 Budget	Actual 2021 (9/30/21)	2021 Budget	2022 Increase (Decrease)	Percentage Change
Legal - reimbursable	\$10,000	\$7,875	\$10,000	\$ -	0.0%
Legal – non reimbursable	45,000	42,751	40,000	5,000	12.5%
Contracted services	5,000	-	5,000	-	0.0%
Total	\$60,000	\$50,626	\$55,000	\$5,000	9.1%

Explanation of Major Changes

Contracted services consists of legal services other than that provided by the Township's solicitor. The budget for 2022 was increased based on actual costs in 2021.

GENERAL FUND**TECHNOLOGY****DESCRIPTION OF SERVICES PROVIDED**

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

ACCOMPLISHMENTS IN 2021

- Continued technology replacement program
- Made necessary adjustments to the CENTRACS traffic signal server system
- Installed new SMART Board, provided by the County for Emergency Services purposes, in Township Conference Room; trained staff and EMPC volunteers on the technology
- With the assistance of the Technology Advisory Board (TAB), explored audio/visual (A/V) system options to make meeting room functional for robust hybrid meetings

GOALS FOR 2022

- Continue technology replacement program
- Ongoing improvements and maintenance to mission critical systems such as the traffic signal server and redundant infrastructure
- Select and install hybrid meeting A/V system
- Purchase and deploy ArchiveSocial software to archive social media platforms

2022 Budget Summary – Computer

	2022 Budget	Actual 2021 (9/30/21)	2021 Budget	2022 Increase (Decrease)	Percentage Change
Software & supplies	\$75,280	\$54,550	\$75,280	-	0.0%
Hardware	16,000	7,636	6,000	\$10,000	166.7%
Website	6,000	6,059	6,000	-	0.0%
Contracted services	62,720	35,303	54,200	8,520	15.7%
Total	\$160,000	\$103,548	\$141,480	\$18,520	13.1%

Explanation of Major Changes

Changes include standard increases in contracts and anticipated equipment replacements per the schedule. In addition, this fund includes expenditures for the purchase and install of a hybrid A/V system and the purchase of a contract with ArchiveSocial to archive and store all social media platform data for compliance with retention policies, in anticipation of records requests, and for the purpose of historical recordkeeping.

GENERAL FUND

ENGINEERING

DESCRIPTION OF SERVICES PROVIDED

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

ACCOMPLISHMENTS IN 2021

- Continued coordination with the Pennsylvania Turnpike, PennDOT, and the Chester County Planning Commission (CCPC) on the planned widening of the Turnpike and its potential impacts on the Township's roadway and pedestrian networks
- Managed construction of Phase IV of the Park Road Reconstruction and Pedestrian Trail Installation project (Hickory Park to the Marsh Creek State Park)
- Ongoing construction inspections in various sub-divisions (Byers Station – Parcel 5C, Townes 270-290 Park Road, Reserve at Chester Springs, Chester Springs Crossing, Preserve at Marsh Creek, Marsh Lea, Eagleview Lot 1C)
- Pre-dedication inspections (wastewater infrastructure) completed at Byers Station – Ewing
- Assisted with close out of Township Building Expansion project
- Reviewed 4 sub-division and/or land development plans
- Reviewed 2 conditional use applications
- Ongoing assistance regarding the Sunoco Mariner II/III gas pipeline expansion and/or upgrade projects
- Continued to update Townships GIS data
- Coordinated MS4 Stormwater Permit renewal

GOALS FOR 2022

- Monitor and assist with ongoing gas pipeline expansion or repair projects
 - Sunoco Mariner II and III
- Ongoing construction inspections at new residential construction sites
- Review of design and engineering of Phase III of the Route 100 WWTF
- Project Management of Phase III of the Route 100 WWTF
- Ongoing coordination with McKee, Sunoco, and PennDOT specific to roadway improvements and a traffic signal to be located at Little Conestoga Road and Milford Road
- Coordination of Phase III of the Water Resource Protection Program development
- Design and engineering of stormwater improvements specific to basin naturalization and the installation of a water quality basin at Upland Farms
- Sub-division and land development reviews, as needed

Staffing Statistics – as of the end of each year presented

	2022	2021	2020
None			
Total			

None – outside consultants provide engineering services to the Township

2022 Budget Summary – Engineering

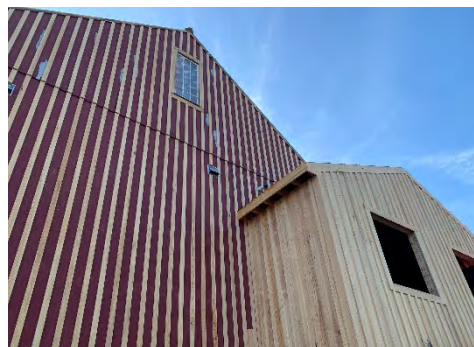
	2022 Budget	Actual 2021 (9/30/21)	2021 Budget	2022 Increase (Decrease)	Percentage Change
Engineering – reimbursable Conditional Use	\$25,000	\$6,034	\$25,000	-	0.0%
Reimbursable Engineering	75,000	16,622	75,000	-	0.0%
Engineering – non reimbursable	30,000	52,251	30,000	-	0.0%
Traffic engineering	25,000	9,219	25,000	-	0.0%
ARPA Projects	618,752	-	-	\$618,752	100.0%
All other	14,500	-	14,500	-	0.0%
Total	\$788,252	\$84,126	\$169,500	\$618,752	365.0%

Explanation of Major Changes

None

GENERAL FUND**TOWNSHIP PROPERTIES****DESCRIPTION OF SERVICES PROVIDED**

This department includes the costs of operating and maintaining the four Township owned buildings: the Township Administration and Police Building located at 140 Pottstown Pike; the Public Works garage and office located at 132 Oscar Way, the Milford Road storage building, and the Upland Farm Barn Community Center, all located in Chester Springs, PA.



Renovations to the Barn at Upland Farm include a small addition to the second floor.

ACCOMPLISHMENTS IN 2021

- Construction on the Barn at the Upland Farm Park began in the spring, and it is expected to be completed by the end of the year.
- Repair and upgrades to the Public Works building included the installation of garage door lifts and new security gates.

GOALS FOR 2022

- Complete final punch list and associated work related to the Barn at Upland Farm Park.
- Manage the completion of stabilization work on the Farmhouse at Upland Farm Park.

Staffing Statistics – as of the end of each year presented

	2022	2021	2020
None			
Total			

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

2022 Budget Summary – Township Properties

	2022 Budget	Actual 2021 (9/30/21)	2021 Budget	2022 Increase (Decrease)	Percentage Change
Public Works building	\$77,396	\$41,412	\$81,515	(\$4,120)	(5.1%)
Township building	98,636	60,885	96,051	2,585	2.7%
Milford Road building	10,091	7,014	9,536	555	5.8%
Total	\$186,123	\$109,311	\$187,102	(\$979)	(0.5%)

Explanation of Major Changes

None.

GENERAL FUND

POLICE DEPARTMENT



MISSION

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

DESCRIPTION OF SERVICES PROVIDED

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

Chief of Police

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

Police Officers

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

ACCOMPLISHMENTS IN 2021

- Police operations enhanced using performance benchmarking
- Proactive with community-oriented policing
 - Business community
 - Religious community
 - Sports organizations
 - Homeowners' Associations
- Customer service focused
- Reviewed police operations in new facility
- Participation in regional services to provide cost effective specialty services

- Maintained high levels of service during COVID-19
- Prescription drug take-back program
- Vehicle operations training, firearms, use of force, incident command and de-escalation training
- Use of social media (Facebook)
- Recognition by the Government Finance Officers Association for budgetary practices
- Records being transferred from paper to digital
- Emergency Services (Fire, EMS) Partnership
- Community Public Safety Programs
- Employee development program
- COVID-19 operations (employee and public practices)
- New staffing trained and on patrol



Police Department Outreach Activities



Community Outreach Activities

GOALS FOR 2022

- Continue to follow customer service-based philosophies and practices
- Continue with Risk Management Team Assessments
- Continue to utilize benchmarking data to address personnel and the department's overall performance
- Attempt to enlist more participants in the Community Assistance Personnel Services Program
- Evaluate community demographics and provide training as needed
- Records purging
- Continue to transfer paper records to digital electronic storage
- Continue use of social media to communicate with residents
- Continue fiscal practices identified by the Government Finance Officers Association
- Employee Development Program
- Continue Public Safety Presentations/Community Outreach Programs

- Continue Accreditation procedures (3-year assessment in Spring of 2022)
- Quality of Life Programs
- Harness emerging technologies
- Continue with culture of community “Guardianship”

Staffing Statistics – as of the end of each year presented

	2022	2021	2020
Full time:			
Police Chief	1	1	1
Lieutenant	1	0	0
Corporal	2	2	2
Detective	1	1	1
Officers	10	8	8
Part time:			
Officers	0	3	1
Admin Assistant	1	1	1
Total FTE's	15.00	13.75	12.75

Each part-time officer is considered .50 FTE. The administrative assistant works approximately twenty hours per week and is counts as .50 FTE.



Police respond to a variety of non-law enforcement incidents



Police are always the first on the scene of emergencies for everyone's safety.

2022 Budget Summary – Police Department

	2022 Budget	Actual 2021 (9/30/21)	2021 Budget	2022 Increase (Decrease)	Percentage Change
Personnel and related expenses	\$2,577,620	\$1,709,183	\$2,230,385	\$347,234	15.6%
Vehicle costs	68,000	39,137	60,000	8,000	13.3%
Insurance – liability & property	14,899	11,416	15,221	(322)	(2.1%)
All other	118,500	70,109	107,890	10,610	9.8%
Total	\$2,779,019	\$1,829,845	\$2,413,496	\$365,522	15.1%

Explanation of Major Changes

The department uses the ATV on the trail system to meet residents and hand out giveaway items.

Personnel and Related Expenses

The Upper Uwchlan Township Police Association has a three-year contract that runs from January 1, 2020 to December 31, 2022. It includes salary increases of 3% in each of the three years. The newest full-time member of the department, hired in 2019, receives slightly higher percentage increases each year for the first five years until he reaches the same pay level as the other officers.

The 2022 Budget includes three additional full-time officers and a potential promotion of one officer to the position of Lieutenant.

One police vehicle is replaced each year; it is expected that an additional vehicle will be required in 2022 which increased the capital budget.

STATISTICS*Police Incidents*

	2022	2021*	2020
Police incidents	Unknown	8,120	13,740
Radio		1,074	1,954
Sight		562	908
Person		113	204
Headquarters		5,301	9,509

*As of 7/31/21

Sworn Full Time Equivalent (FTE) Employees per Population

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

	2022	2021	2020
Sworn FTE's	1.0	1.00	1.00

Population 12,275 (Census 4/21/20)

Reported Crimes and Arrests

	2022	2021*	2020
Reported Crimes Part 1 & 2	Unknown	117	146
Arrests		28	59
Crimes per 1,000 residents		9.5	12.6

*As of 7/31/21

Traffic Safety - Police Traffic Enforcement

	2022	2021*	2020
Traffic stops	Unknown	1,255	1,815
Verbal & Written Warnings		976	1,106
Citations		804	1,426

*As of 7/31/21

Traffic Crashes – Highway traffic accidents

	2022	2021*	2020
Vehicle accidents	Unknown	81	123

*As of 7/31/21



Officers take every opportunity to reach out to the members of the community to fulfill the mission of the police department

PERFORMANCE MEASURES

Township Goals Supported:

- Health, Safety and Quality of Life
 - Provide customer-based, proactive, law enforcement services
 - Continue support of police accreditation to ensure constitutionally based policing
 - Participation and dissemination of information via various social media outlets

	Expected Result	2022	2021	2020
<i>Years the Police Department has been accredited by the Pennsylvania Police Chief's Association</i>	7	7	6	5
<i>Years the Police Department has used Facebook to share information with residents and others</i>	10	10	9	8
<i>Quality of Life Initiative Programs</i>	7	7	6	5
<i>Community Based Policing Programs</i>	7	7	6	5
<i>Community Crisis/De-escalation initiatives</i>	4	4	3	2
<i>Biased Base Policing Monitoring</i>	7	7	6	5
<i>Community Diversity Training/Initiative</i>	7	7	6	5

GENERAL FUND

CODES DEPARTMENT

MISSION

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

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

DESCRIPTION OF SERVICES PROVIDED

The Building/Codes Department is headquartered at the Township Building in Chester Springs, PA. The following services are provided:

- Residential and commercial building permits – review, inspect and issue approvals as appropriate
- Address zoning issues and attend meetings of the Zoning Hearing Board as necessary
- Participates as a member of the Township Safety Committee
- Coordinate the Annual Block Party (*Administrator*)
- Provides first impression that people have of the Township, greeting visitors and residents in person or on the phone (*Administrator*)
- Editor of the Township Bi-Annual Newsletter (*Administrator*)
- Assists Emergency Management Planning Commission (*Administrator*)
- Issues certifications to Lenders on property Sales/Refinance (*Administrator*)
- Notary services for stormwater management (*Administrator*)



The Enclave at Chester Springs, a newly constructed Townhome community, is located in the Village of Eagle.

ACCOMPLISHMENTS IN 2021

- Maintained Stormwater Management Standards on new projects
- Implemented Stormwater and Alternative Energy ordinances
- Managed the construction of the Meadowcreek open cut pipeline project and homeowner concerns/ complaints
- Managed TC Energy sinkhole remediation and walking trail restoration at St. Elizabeth's and Fellowship Rd.
- Managed Font Road Aqua water main installation and paving project

- Involvement in Upland Farms Barn renovation and farmhouse structural analysis and repairs
- Coordinated dedication of Townes at Chester Springs
- Coordinated dedication of Preserve at Marsh Lea
- Earned CEUs to maintain UCC licensing
- DVIT Leadership Development training for Kathi
- Coordinate and Maintain Toys for Tots Holiday collection site
- Inspection of housing construction and site work at the Enclave, Chester Springs Crossing, Villages at Chester Springs, and Preserve at Marsh Creek

GOALS FOR 2022

- Continue enforcement of the Property Maintenance Code
- Continue Coordination with Sunoco on Mariner II and Mariner III projects
- Implement a Fire Inspection program
- Continue to work with the Storm Water Technical Advisory Committee
- Coordinate a Water Resource Protection Program
- Continue to review and revise Township fee schedule relating to permits
- Continue to utilize the TRAISR program as intended
- Continue to revise permit applications to make them more user friendly for residents
- Attain part time administrative assistance
- Continuing education regarding adoption/ enforcement of 2018 ICC Codes

Staffing Statistics – as of the end of each year presented

	2022	2021	2020
Full time:			
Codes Department Administrator	1	1	1
Building Inspector	1	1	1
Administrative Assistant	1	1	1
Total	3.00	3.00	3.00



The Preserve at Marsh Creek, a 55+ community located along Milford Road, includes multi- and single-family homes by both McKee Builders and Toll Brothers.

2022 Budget Summary - Codes

	2022 Budget	Actual 2021 (9/30/2021)	2021 Budget	2022 Increase (Decrease)	Percentage Change
Personnel and related expenses	\$350,294	\$239,506	\$332,799	\$17,495	5.3%
All other	19,430	7,478	17,902	1,528	8.5%
Total	\$369,724	\$246,984	\$350,701	\$19,023	5.4%

Explanation of Major Changes**Personnel and related expenses**

All non-uniform personnel are budgeted for a 3% salary increase in 2022. Medical insurance costs are expected to increase.

STATISTICS

	Projected 2022	2021*	Actual 2020
Building permits issued - residential	600	709	637
Building inspections - residential	3,300	3,910	1,986
Building permits issued - commercial	40	45	56
Building inspections - commercial	220	248	368
Re-sale Use & Occupancy permits issued	200	185	175
Re-sale Use & Occupancy inspections	210	**190	202
Residential refinance requests – trash & sewer lien info	200	197	117
Number of Zoning Hearings conducted	3	2	3

*As of 9/30/2021

**Reduction of Resale U&O inspections due to COVID19 Pandemic

PERFORMANCE MEASURES***Township Goals Supported:***

- Health and Safety
 - Maintain the quality of life and the health, safety, and welfare through the administration of all applicable codes, regulations, and standards to include, but not

limited to: Township codes, building codes, the property management code and the International Fire Code.

- Thriving Local Economy
 - Encourage economic vitality through appropriate zoning, land development and infrastructure improvement

Code Enforcement: Inspector Response to Permits Issued

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

	Expected Results	Projected 2022	2021*	Actual 2020
Number of permits issued	640	640	754	693
Average inspections per workday**	15.2	15.2	18	16.5
Permits issued per 1,000 residents	52	52	61	56

*As of 9/30/21

** Average inspections per permit = 5.50 inspections

Code Enforcement: Costs per parcel

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

	Expected Results	Projected 2022	2021*	Actual 2020
Codes Department direct costs	\$304,333	\$304,333	\$188,696	\$279,363
Cost per parcel	\$62.26	\$62.26	\$38.60	\$58.62

*As of 9/30/21

Code Enforcement: Contribution to offset Department Costs

The fees charged by the Township help to offset the costs of running the department

	Expected Results	Projected 2022	2021*	Actual 2020
Building Codes fees received	\$500,000	\$500,000	\$594,856	\$690,626
Average contribution per permit	\$781.25	\$781.25	\$788.93	\$996.57

GENERAL FUND**PLANNING AND ZONING****DESCRIPTION OF SERVICES PROVIDED**

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

ACCOMPLISHMENTS IN 2021

- The following ordinances or ordinance amendments were *adopted* (4):
 - Outside storage tanks
 - Reserve at Chester Springs speed limit
 - Establish an Environmental Advisory Council
 - Review the Verizon Franchise Agreement
- Two (2) Zoning Hearings conducted

GOALS FOR 2022

- Seek Chester County Vision Partnership Program (VPP) grant funding to facilitate a review of the Trails Master Plan
- Begin the process of updating the Comprehensive Plan
- Creates a Zoning Ordinance Review Committee to review the Township's current ordinances with the following goals:
 - Ensure retail, commercial and adjoining residential uses are compatible
 - Encourage retail and commercial uses within Upper Uwchlan Township as appropriate
 - Evaluate permitted uses in all Zoning Districts against up-to-date technologies used in various retail, commercial, and industrial sectors

2022 Budget Summary – Planning and Zoning

	2022 Budget	Actual 2021 (9/30/21)	2021 Budget	2022 Increase (Decrease)	Percentage Change
General Planning	\$78,500	\$5,635	\$28,500	\$50,000	175.4%
Village Concept	1,000	-	1,000	-	0.0%
Zoning	9,800	-	9,800	-	0.0%
Total	\$89,300	\$5,635	\$39,300	\$50,000	127.2%

GENERAL FUND

PUBLIC WORKS DEPARTMENT

MISSION

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

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

DESCRIPTION OF SERVICES PROVIDED

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

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



Street Sweeping on Krauser Road

ACCOMPLISHMENTS IN 2021

- Performed over 44 road repairs and in-house asphalt repairs, using approx. 100 tons of asphalt
- Performed major base repair and in-house asphalt repairs on Ivystone Drive using approx. 160 tons of asphalt
- Performed major base repairs and in-house asphalt repairs on Ticonderoga Blvd. using approx. 208 tons of asphalt
- Repaired or rebuilt 17 inlets (*as of September 2021*)
- Corrected ongoing stormwater issue at the intersection of North Reeds & Davenport. Installed 100' of 10" pipe. Removed problem organics. Covered with geo textile fabric. Created a swale to divert water from the road.
- Replaced one 32' x 15" stormwater pipe in front of 19 Bryan Wynd
- Replaced one 32' x 15" stormwater pipe at the intersection of Fox Chase & Rabbit Run
- Repaired and resurfaced 3.39 miles of roadway
- Responded to 900 PA One call tickets (*as of September 2020*)
- Continuously performed roadside mowing throughout the Township – 16.9 miles
- Mowed and maintained all Township owned facilities:
 - Parks; Municipal Authority pump stations, sewer plants, spray and drip fields, manholes and spray heads; Public Works garage; Township Building; covered bridge; and Upland Farms throughout the year, a total of 154.5 acres
- Called out eight times for snow or ice removal and other storm related issues
- Cleaned out approximately 1,950 inlets throughout the year
- Performed street sweeping on approximately 238 lane miles
 - This includes street sweeping during the winter months to collect excess cinders to recycle and reuse during future storm events
 - At the completion of the winter season, street sweeping was performed to collect salt, cinders and debris
 - Street sweeping was also performed at various times throughout the year to clean out storm drains and to collect leaves and other miscellaneous debris
- Managed trash and recycling toter program
 - Delivered trash and recycling toters to approximately 100 newly constructed homes (*as of September 2021*)
 - Repaired or replaced approximately 83 trash and recycling toters that were damaged (*as of September 2021*)
 - Swapped out approximately forty 64-gallon Recycling toters with larger 96-gallon and delivered thirteen additional recycling toters to increase recycling in the Township (*as of September 2021*)
- Worked with the Township Secretary to prepare bid contracts for road milling and resurfacing, line painting, various road materials and snow removal
- Repaired and replaced 35 signs that were not up to MUTCD standards
- Performed intersection trimming to allow for sight distance
- Tree trimming along streets to accommodate plow vehicles, delivery trucks, school busses, and trash trucks
- Performed 34 State inspections and over 90 repair and maintenance services on Township owned vehicles and equipment



Ivystone Drive Trench Repair August 2021

GOALS FOR 2022

- Continue to perform our duties in a professional and effective manner
- Attend training sessions and continuing education courses to help employees refresh and enhance their knowledge
- Repair and resurface 3.5 miles of roadway
- Recycle old asphalt to make pothole patching a permanent fix – to avoid multiple repairs with cold patch
- Respond effectively to PA One call requests
- Continue to respond to emergencies in less than an hour
- Continue Storm Water Management rehabilitation work
- Asset mapping
 - Storm water basins
 - Signs

Staffing Statistics – as of the end of each year presented

	2022	2021	2020
Full time:			
Director	1	1	1
Road foreman	1	1	1
Skilled road worker	4	4	4
Facilities - Wastewater	1	1	1
Facilities - Parks	2	2	2
Administrative Assistant	1	1	-
Seasonal *	5	5	5
Part-time:			
Administrative assistant	-	-	1
Total FTE's	12.0	12.0	11.2

*Seasonal employees are hired for the warmer months – generally from April to October. Although seasonal employees are budgeted for 6 months, the seasonal employees traditionally return to college at the end of August, therefore the actual employment time is frequently less. The part-time administrative assistant counted as .60 FTE in 2020. The position became full-time in 2021.



Seabury Base Repairs April 2021

2022 Budget Summary – Public Works Department (including Facilities Division)

	2022 Budget	Actual 2021 (9/30/21)	2021 Budget	2022 Increase (Decrease)	Percentage Change
Personnel and related expenses	\$1,030,822	\$731,836	\$1,017,389	\$13,433	1.3%
Vehicle costs	80,093	58,899	70,841	9,252	13.1%
Insurance – liability & property	4,564	3,289	4,383	181	4.1%
Road resurfacing	274,333	195,000	274,333	-	0.0%
Signs	6,000	4,078	6,000	-	0.0%
Signals	35,200	9,745	35,200	-	0.0%
All other	146,925	81,169	143,180	3,745	2.6%
Labor allocation	(227,983)	(152,597)	(223,653)	(2,330)	1.0%
Total	\$1,351,954	\$931,419	\$1,327,673	\$24,281	1.8%

Explanation of Major Changes**Personnel and related**

All non-uniform personnel are budgeted for a 3% salary increase in 2022.

Road Resurfacing

The Township performs road resurfacing each year and spends approximately \$450,000 annually. The costs are generally shared between the General Fund (under the Public Works department) and the Liquid Fuels Fund.

Allocations of labor to the parks

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

STATISTICS

	2022	2021	2020
Roadways	59.53 miles	59.53 miles	58.93 miles
Storm water mains	34.12 miles +	34.12 miles +	34.12 miles
Storm water inlets	1,713	1,713	1,713
Storm water basins	5 (township owned)	5 (township owned)	5 (township owned)
Traffic signals	12	12	12
Parks	5	5	5
Trails maintained	9.83 miles	9.83 miles	9.83 miles
General Township Facilities (Township building, PW building and Milford building)	3	3	3
Drip/spray fields	24	24	24
Acres of drip/spray fields	107.33 acres	107.33 acres	107.33 acres
Treatment plants	8	8	8
Pump stations	15	15	15
Sanitary main	41.42 miles +	41.42 miles +	41.42 miles +
Spray heads	1,452	1,452	1,452
Miles of roadway paved	3.50 miles	3.39 miles	3.06 miles
Roadway signs replaced	50	35	100
Arrows & legends repainted	40	37	99
<u>Roadway painting:</u>			
White line freshened	27 miles	27 miles	27 miles
Double yellow lines freshened	17 miles	17 miles	17 miles
Acres of grass to mow	166.45	166.45	166.45
<u>Inspections conducted:</u>			
Wastewater treatment facilities	390	390	390
Township parks	60	60	60
In-depth roadway	10	10	10



Pipe Replacement at the intersection of Fox Chase & Rabbit Run

PERFORMANCE MEASURES

Township Goals Supported:

- Public Safety Supports Supervisor's Goal – Public Safety
 - Protect and preserve investment in public facilities
- Economy Supports Supervisor's Goal – Economy
 - Maintain vehicular and pedestrian networks

Road Rehabilitation

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

	2022	2021	2020
Total lane miles	7.0	6.78	6.06
Total cost	Unknown	\$408,491	\$381,947
Cost per lane mile	Unknown	\$60,249	\$63,028

Responsiveness

Responding to emergency calls that affect roads, trails in less than one hour.

	Expected Result	2022 Projected	2021 Actual	2020 Actual
Percentage of time that Public Works personnel responded in less than one hour	90%	100%	100%	No data available

Snow and Ice Control

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

	2022	2021	2020
Total snow/ice events	Unknown	8	3
Total lane miles	119.06	119.06	119.06
Total cost	Unknown	\$82,913.34	\$16,062
Tons of snow/ice removal product	Unknown	878.87	235.55
Cost per lane mile	Unknown	\$696.40	\$134.90



New Public Works 2021 GMC 2500

GENERAL FUND

TOWNSHIP PARKS and TRAILS

DESCRIPTION OF SERVICES PROVIDED

Upper Uwchlan Township currently operates and maintains three active recreational parks: Hickory Park, Fellowship Fields, and Larkins Field with a total of ten 10 active recreational fields. Upland Farms, a 56-acre park just north of the Village of Eagle, provides space for passive recreation and both paved and natural trails. Eagle Crossroads, a trailhead and small plaza in the Village of Eagle just north of the Township Building, was added to the park system in 2018. The Township also maintains paved trails throughout that Township that connect many residential areas to Eagle Village and to recreational facilities.

2021 HIGHLIGHTS

COVID-19 Impact on Parks and Facility Use – The continued concerns about the COVID-19 pandemic had a smaller impact on park use in 2021 than the year prior. As the global scientific community learned additional information about virus transmission, it became clear that outdoor activities posed a much smaller risk of infection than time spent indoors. Local sports groups – including GEYA Little League Baseball and Soccer, Marsh Creek Eagles Football and Cheer, and Downingtown Rugby – held spring and fall seasons at Hickory Park, Fellowship Fields, and Larkins Field.

Fellowship Fields Artificial Turf Field – An artificial turf field was first installed at Fellowship Fields in 2011. After 10 years, the field had reached the end of its useful life. The Township put out a request for proposals to replace the field, and construction began in the summer.



The new artificial turf field is lined for both football and soccer and is usable for a variety of sports and activities.

Annual Block Party – With the ongoing concerns about large group gatherings in light of COVID-19, the Annual Block Party was cancelled for the second year in a row.

Upland Farm Barn Renovation – Construction on the Barn at Upland Farm Park began in the early summer. The long-awaited renovations to the Barn include the construction of classrooms, upgrades to the large meeting space, new entryway doors, a scenic porch, and bathrooms that will serve the park as a whole.

At their meeting on April 19, the Board of Supervisors awarded \$2,069,565 in contracts for this work, which includes the installation of new water and sewer lines to the park.



Early in the year, the historic corncrib adjacent to the Barn was restored with fresh coat of paint, replaced slats, and a new roof.



Renovations to the Barn include a new standing seam roof, installed in October.

The Upland Farm Advisory Committee (UPFAC) began developing concept plans for the renovation and function of the Barn as a community space in 2011. Architectural designs for the renovation were developed at the time by the firm Archer & Buchanan, who reviewed and updated these plans in preparation for the 2021 request for bids. The General Contractor on the job was Uhrig Construction. A grand opening celebration is planned in conjunction with the “Light Up Upper Uwchlan” Tree Lighting event in late November.

Trails – In August, a section of the trail adjacent to St. Elizabeth’s Parish was temporarily closed so that TC Energy could conduct maintenance in the pipeline right-of-way in the area. The maintenance work also served to correct some earth settlement that had taken place beneath the trail in the area.

The Township continues toward its goal to connect the Windsor Ridge neighborhood to the larger trail system. To that end, feasibility discussions and planning conversations took place in 2021. Several options were explored by the Township traffic consultant. More feasibility studies and design work are planned for 2022.

Park and Recreation Board Accomplishments

Support of DARC - The Downingtown Area Recreation Consortium (DARC) offers a variety of recreation events, camps, and programs at a reduced rate for residents of participating municipalities, including Upper Uwchlan Township. One member of the UUT Park and Recreation Board also serves as a member of the DARC Board.

A long-term goal of the Park and Recreation Board has been to bring DARC programming north in their service area to Upper Uwchlan. Efforts toward this goal continued in 2021, with art workshops and youth “Soccer Shots” programming held at Upper Uwchlan Park facilities again this year. Now that classroom space has been constructed on the first floor of the Barn at Upland Farm, the Board hopes that more DARC programming can be held in the Township.



Supervisor Sandy D'Amico accompanied the Easter Bunny along the parade route.

Easter Bunny on Parade – Instead of an egg hunt, a new special COVID-safe event was developed for Easter this year. The Easter Bunny hitched a ride with local fire companies and distributed bags of candy-filled eggs and other Easter goodies to Township children. The Park and Recreation Board was pleased to partner with Lionville Fire Company, Glen Moore Fire Company, Ludwig's Corner Fire Company, and East Brandywine Fire Company for this event.

Movies in the Park – Following the popularity of the drive-up movie nights held in 2020, the Park and Recreation Board was excited to host a series of four outdoor Movies in the Park in Hickory Park in the summer. Attendance approximated 50+ people at each event. An inflatable screen was rented for the events.

Films were selected via a social media poll and included: *How to Train Your Dragon*, *The Goonies* for a “Throwback Night,” *Spider-Man: Homecoming* for “Superhero Night,” and *Inside Out*.



In August, attendees were treated to a rainbow before the feature presentation at movie night at Hickory Park!

Trunk-or-Treat – Partnering with the Upper Uwchlan Police Department, the Parks and Recreation Board participated in the first ever Township sponsored Trunk-or-Treat event. Held at Hickory Park on October 30, this event invited families to bring decorated cars from which to distribute and collect candy. The event will also include outreach by local emergency service organizations.

5th Annual Tree Lighting and Light Up Upper Uwchlan – The Park and Recreation Board plans to light the tree at Upland Farms for the fifth consecutive year on the Saturday after Thanksgiving. This will likely be a pared down event due to COVID, but will include fireworks, as the pyrotechnic show was a big hit in 2020. For the second year, the Tree Lighting will be branded as “Light Up Upper Uwchlan,” and the Board is encouraging residents to decorate their own homes with lights throughout the community.

ACCOMPLISHMENTS IN 2021

(Performed by Public Works – Facilities Division)

- Continued turf management on the Township’s three active recreational parks - ten (10) fields
- Ongoing maintenance at all park facilities
- Cleaned up the walking trails – throughout the year
- Assembled and stained 5 new picnic table for Upland Farms
- Installed new volleyball nets and pads at Hickory Park
- Replaced press box door 4 times at Hickory Park due to vandalism
- Repaired press box roof at Hickory Park
- Cleaned everything out of Upland Farms barn in preparation for the construction project
- Painted the playground equipment at Hickory Park
- Replaced soccer nets at Fellowship Fields
- Assisted in the installation of the new turf field at Fellowship Fields

GOALS FOR 2022

- Continue the online scheduling of park facilities by local leagues and private residents
- Continue turf management on the Township’s three active recreational parks - ten (10) fields
- Ongoing maintenance at all park facilities
- Install court lighting at the basketball and tennis courts at Hickory Park
- Install security cameras at Larkins Field and Hickory Park
- Repair or replace the stone wall at Fellowship Fields
- Pave the upper parking lot at Fellowship Fields
- Replace the pavilion at Hickory Park
- Replace the fencing at Larkins Field
- Build a bridge for the overflow creek at Upland Farm walking trail
- Begin engineering and initial design phase for a trail connection to Windsor Ridge
- Begin initial design phase for improvements to Hickory Park

STAFFING

Facilities Division Staffing Statistics – as of the end of each year presented

In 2016, the Township established a Facilities Division within the Public Works Department. The Facilities Division is staffed with three full time employees and supplemented by seasonal employees. One of the full-time employees is dedicated to operations of Municipal Authority facilities, and two employees are dedicated to parks. Facility scheduling is handled by administrative staff.

	2022	2021	2020
Full time (parks)	2	2	2
Seasonal	5	5	5
Total	4.5	4.5	4.5

Personnel are included and budgeted in the Public Works – Facilities department. An allocation of costs for lawn maintenance is transferred from Public Works – Facilities Division to Parks in the budget and the financial statements. Seasonal staff are counted as one-half an FTE; they generally work six months of the year maintaining the Township’s parks and grass areas.

2022 BUDGET SUMMARY - PARKS

	2022 Budget	Actual 2021 (9/30/2021)	2021 Budget	2022 Increase (Decrease)	Percentage Change
General Park expenses	\$296,933	\$178,721	\$293,363	\$3,570	1.2%
Hickory Park	43,182	23,228	42,072	1,110	2.6%
Fellowship Fields	56,682	34,364	47,572	9,110	19.1%
Larkins Field	5,000	515	5,000	-	0.0%
Upland Farms	90,182	26,384	72,572	17,610	24.3%
Total	\$491,979	\$263,212	\$460,579	\$31,400	6.8%

Explanation of Major Changes

None.

PERFORMANCE MEASURES

Township Goals Supported:

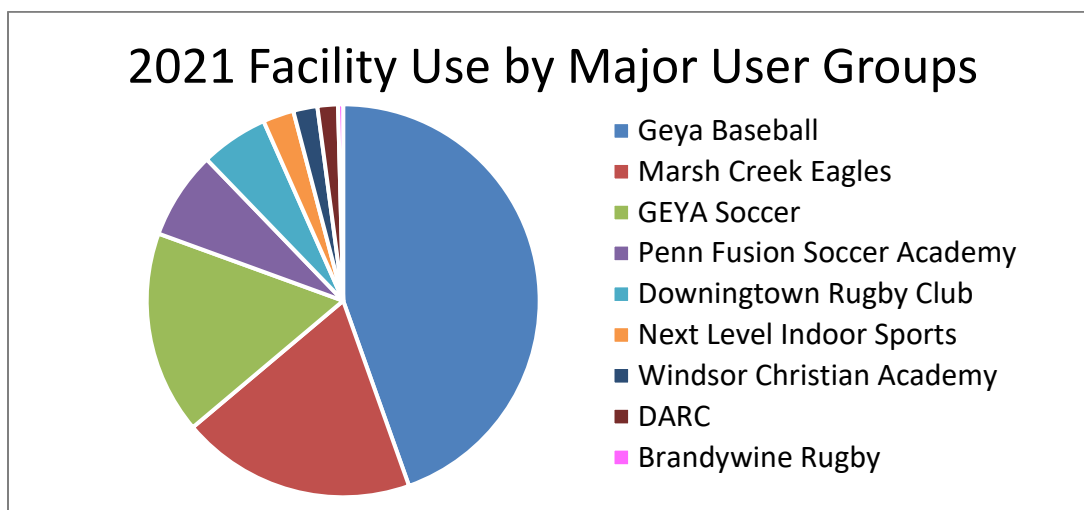
- Health and Safety
 - Continued investment in social and recreational opportunities for our residents
- Effective and Efficient Township Services
 - Protect and preserve investment in public facilities
- Thriving Local Economy
 - Invest in, maintain, and manage vehicular and pedestrian networks
- Protect Natural Resources and Systems
 - Continued collaboration on projects such as the Brandywine Creek Greenway

FACILITY USE STATISTICS

Facility reservations are processed and managed through a MyRec online reservation system. Due to the closures and restrictions of COVID-19, both the number of regular user groups and the total hours used were lower than usual in 2020. This year, usage exceeded pre-pandemic levels. Therefore, 2022 projected hours are rough averages of 2019 and 2021 totals.

	2022 (projected)	2021*	2020	2019
User groups which reserved 20+ hours	11	9	7	14
Total hours reserved by all users	5,000	5,339	2,610	3,904

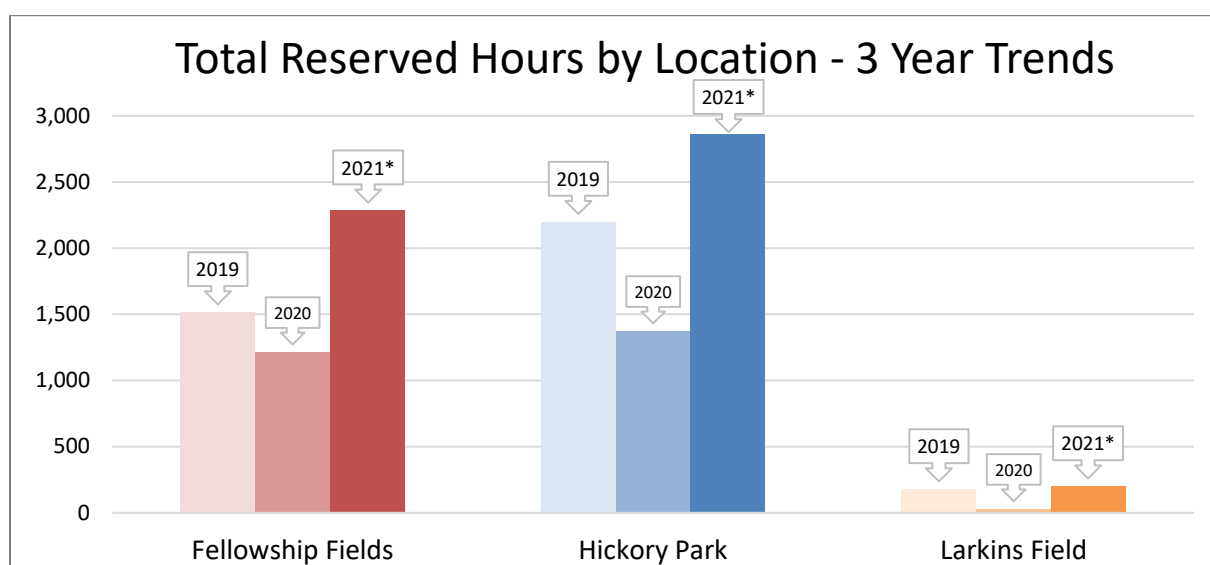
*Used or reserved as of October 15, 2021. Some cancellations are expected.



	Fellowship Fields	Hickory Park	Larkins Field	Upland Farms**
Reserved Hours in 2019	1,515	2,198	177	14.5
Reserved Hours in 2020	1,212	1,371	27	0
Reserved Hours in 2021*	2,283	2,857	199	0
Projected Hours for 2022	2,000	2,500	190	-

*Used or reserved as of October 15, 2021. Some cancellations are expected.

**Due to construction, the Barn at Upland Farms was not open in 2021.



GENERAL FUND

FIRE AND AMBULANCE DEPARTMENTS

MISSION

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

DESCRIPTION OF SERVICES PROVIDED

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

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

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

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

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

ACCOMPLISHMENTS IN 2021

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

GOALS FOR 2022

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

2022 Budget Summary – Fire and Ambulance

	2022 Budget	Actual 2021 (9/30/2021)	2021 Budget	2022 Increase (Decrease)	Percentage Change
Township contributions to Fire & Ambulance Co.	\$433,308	\$197,637	\$197,637	\$235,671	119.2%
State Aid received and paid to fire companies	95,000	86,558	95,000		0.0%
Reimbursements to other municipalities	2,500	-	2,500	-	0.0%
Hydrant expenses	60,000	51,798	60,000	-	0.0%
Workers compensation insurance	23,000	14,687	23,000	-	0.0%
Total	\$613,808	\$350,680	\$378,137	\$235,671	62.3%

Explanation of Major Changes

The increase in Township contributions to the local fire companies that provide services to the Township include requested capital contributions to Ludwig's Corner and East Brandywine Fire Companies in the amounts of \$150,000 to assist in the purchase of a truck and \$25,000 towards a generator, respectively.

Also, based on a recommendation made by the EMPC, the Board of Supervisors approved an increase in the Township's funding formula which had not changed in over ten years. This change increases the amount that is included in the 2022 Budget by \$60,671.

STATISTICS*

	2022	2021**	2020 **
Total calls:			
Ludwig's Corner	160	154	167
Lionville	90	103	73
Glenmoore	10	8	10
East Brandywine	15	16	17
Uwchlan Ambulance	310	345	363

*The measurement period runs October to September

** For the one year period ended September 30

GENERAL FUND

OTHER SERVICES

MISSION

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

DESCRIPTION OF SERVICES PROVIDED

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

The Brandywine Valley SPCA contracts with the municipalities within the County to provide care to stray animals that are found in, or brought to the SPCA, from Upper Uwchlan Township. Without a contract, the SPCA will not accept animals coming from our Township. The contract is for a five year term, from January 1, 2019 to December 31, 2023. The basic contract fee for the 2022 calendar year is **\$1,639**. Annual increases are capped at no more than 3%. Additional charges that will be billed monthly include an animal acquisition fee, unclaimed stray animal fee, an activity fee for trips to our Township that do not include acquisition of an animal and an emergency response fee. The total amount budgeted for 2022 is **\$4,776**.

Contributions are made to DARC based on their budget and requested contribution from the Township as long as it is deemed reasonable and appropriate. For 2022, that amount is **\$25,341** and it is based on the number of Upper Uwchlan Township residents who participated in their programs during the prior year.

The Downingtown Area Senior Center received their first contribution of **\$2,000** from the Township in 2019 following a presentation to the Supervisors which described the many services available for seniors in our community.

The Township contributes **\$5,000** annually to the Henrietta Hankin Library which is a local resource for Township residents. The library also offers public computer/Wi-Fi usage, public meeting rooms and various programs for youth and adults. Approximately 25% of Upper Uwchlan residents use the library on some basis.

The Emergency Services department (EMPC) has a total budget of **\$7,850** for 2022. The majority of the budget consists of training; it also includes dedicated phones for EMPC.

The Historical Commission of Upper Uwchlan Township seeks to maintain the historical attributes of the Township. Their budget for 2022 is **\$5,000**.

The Environmental Advisory Council was established in 2021 and has a budget of **\$10,000** for 2022.

ACCOMPLISHMENTS IN 2021

- Residents participating in DARC programs – the second highest average of the 7 participating municipalities.
- Residents using the Henrietta Hankin Library are the second highest percentage of any municipality in Chester County
- Established and Environmental Advisory Council (EAC) to monitor and advise on issues concerning the environment in Upper Uwchlan Township

GOALS FOR 2022

- Increased resident participation in DARC and the Henrietta Hankin library
- Help to promote usage of the senior center located in Downingtown

2022 Budget Summary – Other Services

	2022 Budget	Actual 2021 (9/30/21)	2021 Budget	2022 Increase (Decrease)	Percentage Change
Emergency Services (EMPC)	\$7,850	\$102	\$7,850	-	0.0%
Brandywine Valley SPCA	4,776	3,359	4,637	\$139	3.0%
DARC	25,341	23,037	25,341	-	0.0%
DASC	2,000	-	2,000	-	0.0%
Natural Lands Trust	20,000	-	20,000	-	0.0%
EAC	10,000	-	-	10,000	100.0%
Henrietta Hankin Library	5,000	-	5,000	-	0.0%
Historical commission	5,000	2,115	5,000	-	0.00%
Total	\$79,967	\$28,613	\$69,828	\$10,139	14.5%

Explanation of Major Changes

The Natural Lands Trust donation will be used towards the demolition of a property for the Struble Trail extension.

LONG TERM DEBT**Current Debt Outstanding**

- General Obligation Bonds, Series of 2019 - issued January 9, 2019 I - \$10,750,000.
 - The bonds were assigned an Aa1 rating by Moody's Investor Services. The bond proceeds are being used by the Township for the expansion of its administration building, capital improvements at Hickory Park and the Upland Farms Community Center and also by the Municipal Authority for various sewer system projects, including the acquisition of land for a drip field.

- General Obligation Bonds, Series A of 2019 - issued September 5, 2019 - \$5,105,000
 - The bonds were used entirely for a current refunding of the Township's General Obligation Bonds, Series of 2014. The 2014 Bonds were used by the Upper Uwchlan Township Municipal Authority for improvements to the Township's sewer system. Moody's Investor Services also assigned a rating of Aa1 to this issue. Their press release stated the following, "Upper Uwchlan Township's (Aa1) very strong financial position will persist in the near-to-mid term given its conservative budgeting practices, formal fund balance policy, and organic property tax revenue growth. While the Township's debt burden will increase in the near term, debt service will remain manageable. Additionally, the township's moderately sized tax base is expected to exhibit continued growth moving forward."

The following is a comparison of the Township's total debt as of December 31, 2021 and 2020:

	2021	2020
General Obligation Bonds, Series of 2019	\$ 10,235,000	\$10,425,000
General Obligation Bonds, Series A of 2019	4,665,000	4,875,000
Fulton Bank loan – Street Sweeper	-	53,596
Total	\$ 14,900,000	\$15,353,956

Of the total debt shown above, \$5,020,000 is reflected in the Capital Fund and \$9,880,000 is reflected in the Sewer Fund. The Sewer Fund debt is all self-liquidating, and is used to improve sewer facilities and provide service to residents with failing septic systems. The Upper Uwchlan Township Municipal Authority has an Operations and Management Agreement with the Township that provides for semi-annual payments in the amount of the principal and interest payments on the related general obligation bonds.

Please refer to the pages that follow for a detailed description of the Township's general obligation debt.

GENERAL OBLIGATION BONDS, SERIES OF 2019 and SERIES A of 2019

Series of 2019

On December 11, 2018, the Township issued \$10,750,000 of General Obligation Bonds – Series of 2019. RBC Capital Markets served as underwriter for the sale of the Bonds and closing on the bonds occurred on January 9, 2019. The bonds are general obligations of Upper Uwchlan Township and are payable from general revenues. A portion of the bonds will be self-liquidating, with interest and principal payments paid to the Township from the operations of the Upper Uwchlan Municipal Authority. Moody's Investor Services assigned a rating of Aa1 to the bonds.

The Capital Program

Proceeds from the sale of the Bonds is being used to expand and renovate the Township's administration building, for capital improvements at Hickory Park and the Upland Farms Community Center, and for sewer system projects. The expansions to the sewer system include the Route 100 Regional Wastewater Treatment Plant, extending the sewer main on Byers Road, the Milford Farms residential area and the acquisition of land for a drip field. The sewer system is owned by the Township and operated by the Upper Uwchlan Township Municipal Authority, which was incorporated in 1990.

The bonds were sold with a premium of \$230,516. The project fund deposits were as follows: \$5,656,037 in connection with the expansion of the Township's administration building and other capital improvements and \$5,205,556 in connection with the sewer system projects.

Series A of 2019

On August 5, 2019, the Township issued \$5,105,000 of General Obligation Bonds – Series A of 2019. RBC Capital Markets served as underwriter for the sale of the Bonds and closing occurred on September 5, 2019. The bonds are the general obligations of Upper Uwchlan Township and are payable from general revenues. The bonds are self-liquidating, with interest and principal payments made to the Township from the operations of the Upper Uwchlan Township Municipal Authority. Moody's Investor Services assigned a rating of Aa1 to the bonds.

Current Refunding

The proceeds from the sale of the Series A of 2019 Bonds were used to pay the principal amounts due to the bondholders of the Series of 2014 bonds. The 2014 Bonds were issued on September 23, 2014 in the amount of \$5,955,000. They were also self-liquidating, with interest and principal payments being remitted to the Township from the operations of the Upper Uwchlan Township Municipal Authority. The proceeds from the 2014 bond offering were used to finance the purchase of sewer capacity in a newly constructed plant and construction of new sewer infrastructure to serve approximately 121 existing homes in three existing subdivisions in the Township.

Debt Limits

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

Under the Debt Act as presently in effect, there is no limit on the amount of electoral debt which may be incurred or outstanding, but (i) the Township may not incur new non-electoral debt if the total amount of such new non-electoral debt plus all other non-electoral debt to remain outstanding upon issuance of such new non-electoral debt, net of the amount of any non-electoral debt that constitutes subsidized debt or self-liquidating debt, will exceed 250% of the borrowing base and (ii) the Township may not incur new lease rental debt if the total amount of such new lease rental debt plus all other non-electoral debt and lease rental debt to remain outstanding upon issuance of such new lease rental debt, net of the amount of any non-electoral or lease rental debt that constitutes subsidized debt or self-liquidating debt, will exceed 350% of the Borrowing Base.

The borrowing base of the Township is calculated to be \$11,885,137. The gross borrowing capacity of the Township is \$14,412,843 and \$26,297,981, under the net non-electoral debt and net non-electoral and lease rental debt, respectively.

Sources and Uses of Bond Proceeds

<u>Sources of Funds</u>	<u>2019 Bonds</u>	<u>2019 A Bonds</u>
Par amount of Bonds	\$10,750,000	\$5,105,000
Original Issue Premium	230,516	132,903
Total Sources	\$10,980,516	\$5,237,903
<u>Uses of Funds</u>		
Deposit to Project Construction Fund	\$10,850,000	-
Refunding Escrow Deposits	-	\$5,153,346
Costs of Issuance	66,016	53,927
Underwriter's Discount	64,500	30,630
Total Uses	\$10,980,516	\$5,237,903

Interest on the bonds is payable semi-annually on June 1 and December 1 of each year commencing December 1, 2019 (Series of 2019 and Series A of 2019) until the principal amount is paid. The bonds mature in 30 years.

Please refer to subsequent pages for maturity dates, principal amounts, interest rates, yields and prices on both Series of Bonds.

Current Balance	Series of 2019	Series A of 2019
Original Issue	\$10,750,000	\$5,105,000
Principal payments:		
December 1, 2019	(140,000)	(25,000)
December 1, 2020	(185,000)	(205,000)
December 1, 2021	(190,000)	(210,000)
Amount outstanding, December 31, 2021	\$10,235,000	\$4,665,000

\$10,750,000
TOWNSHIP OF UPPER UWCHLAN
(Chester County, Pennsylvania)
GENERAL OBLIGATION BONDS, SERIES OF 2019

Dated: Date of Delivery
Principal Due: December 1
Denomination: Integral multiples of \$5,000

Interest Payable: June 1 and December 1
First Interest Payment: June 1, 2019
Form: Book-Entry Only

Period Ending	Principal	Coupon	Interest	Debt Service	Fiscal Year Ended 12/31	Annual Debt Service
December 1, 2019 June 1, 2020	\$140,000	2.000%	\$365,531.50	\$505,531.50	2019	\$505,531.50
December 1, 2020 June 1, 2021	185,000	2.500%	405,868.76	\$590,868.76	2020	\$590,868.76
December 1, 2021 June 1, 2022	190,000	2.500%	401,243.76	\$591,243.76	2021	\$591,243.76
December 1, 2022 June 1, 2023	250,000	3.000%	396,493.76	\$646,493.76	2022	\$646,493.76
December 1, 2023 June 1, 2024	255,000	3.000%	390,243.76	\$645,243.76	2023	\$645,243.76
December 1, 2024 June 1, 2025	270,000	4.000%	382,593.76	\$652,593.76	2024	\$652,593.76
December 1, 2025 June 1, 2026	275,000	4.000%	374,493.76	\$649,493.76	2025	\$649,493.76
December 1, 2026 June 1, 2027	280,000	4.000%	366,243.76	\$646,243.76	2026	\$646,243.76
December 1, 2027 June 1, 2028	290,000	4.000%	355,043.76	\$645,043.76	2027	\$645,043.76
December 1, 2028 June 1, 2029	300,000	4.000%	343,443.76	\$643,443.76	2028	\$643,443.76
December 1, 2029 June 1, 2030	315,000	4.000%	331,443.76	\$646,443.76	2029	\$646,443.76
December 1, 2030 June 1, 2031	325,000	4.000%	318,843.76	\$643,843.76	2030	\$643,843.76
December 1, 2031 June 1, 2032	340,000	4.000%	305,843.76	\$645,843.76	2031	\$645,843.76
December 1, 2032 June 1, 2033	350,000	4.000%	292,243.76	\$642,243.76	2032	\$642,243.76
December 1, 2033 June 1, 2034	370,000	4.000%	278,243.76	\$648,243.76	2033	\$648,243.76
December 1, 2034 June 1, 2035	385,000	4.000%	263,443.76	\$648,443.76	2034	\$648,443.76
December 1, 2035 June 1, 2036	400,000	4.000%	248,043.76	\$648,043.76	2035	\$648,043.76
December 1, 2036 June 1, 2037	415,000	4.000%	232,043.76	\$647,043.76	2036	\$647,043.76
December 1, 2037 June 1, 2038	430,000	4.000%	215,443.76	\$645,443.76	2037	\$645,443.76
December 1, 2038 June 1, 2039	445,000	4.000%	198,243.76	\$643,243.76	2038	\$643,243.76
December 1, 2039 June 1, 2040	60,000	3.875%	180,443.76	\$240,443.76	2039	\$240,443.76
December 1, 2040 June 1, 2041	425,000	3.875%	178,118.76	\$603,118.76	2040	\$603,118.76
December 1, 2041 June 1, 2042	440,000	3.875%	161,650.00	\$601,650.00	2041	\$601,650.00
December 1, 2042 June 1, 2043	460,000	4.000%	144,600.00	\$604,600.00	2042	\$604,600.00
December 1, 2043 June 1, 2044	475,000	4.000%	126,200.00	\$601,200.00	2043	\$601,200.00
December 1, 2044 June 1, 2045	495,000	4.000%	107,200.00	\$602,200.00	2044	\$602,200.00
December 1, 2045 June 1, 2046	515,000	4.000%	87,400.00	\$602,400.00	2045	\$602,400.00
December 1, 2046 June 1, 2047	535,000	4.000%	66,800.00	\$601,800.00	2046	\$601,800.00
December 1, 2047 June 1, 2048	555,000	4.000%	45,400.00	\$600,400.00	2047	\$600,400.00
December 1, 2048 June 1, 2049	580,000	4.000%	23,200.00	\$603,200.00	2048	\$603,200.00
Total	\$10,750,000		\$7,586,050.46	\$18,336,050.46		\$18,336,050.46

\$5,105,000
TOWNSHIP OF UPPER UWCHLAN
(Chester County, Pennsylvania)
GENERAL OBLIGATION BONDS, SERIES A OF 2019

Dated: Date of Delivery
Principal Due: December 1
Denomination: Integral multiples of \$5,000

Interest Payable: June 1 and December 1
First Interest Payment: December 1, 2019
Form: Book-Entry Only

<u>Period Ending</u>	<u>Principal</u>	<u>Coupon</u>	<u>Interest</u>	<u>Debt Service</u>	<u>Fiscal Year Ended</u> <u>12/31</u>	<u>Annual Debt Service</u>
December 1, 2019	\$ 25,000	1.100%	\$31,192.92	\$56,192.92	2019	\$56,192.92
June 1, 2020			65,150.00	\$65,150.00		
December 1, 2020	205,000	2.000%	65,150.00	\$270,150.00	2020	\$335,300.00
June 1, 2021			63,100.00	\$63,100.00		
December 1, 2021	210,000	2.000%	63,100.00	\$273,100.00	2021	\$336,200.00
June 1, 2022			61,000.00	\$61,000.00		
December 1, 2022	215,000	2.000%	61,000.00	\$276,000.00	2022	\$337,000.00
June 1, 2023			58,850.00	\$58,850.00		
December 1, 2023	215,000	1.500%	58,850.00	\$273,850.00	2023	\$332,700.00
June 1, 2024			57,237.50	\$57,237.50		
December 1, 2024	220,000	1.500%	57,237.50	\$277,237.50	2024	\$334,475.00
June 1, 2025			55,587.50	\$55,587.50		
December 1, 2025	220,000	2.000%	55,587.50	\$275,587.50	2025	\$331,175.00
June 1, 2026			53,387.50	\$53,387.50		
December 1, 2026	225,000	2.000%	53,387.50	\$278,387.50	2026	\$331,775.00
June 1, 2027			51,137.50	\$51,137.50		
December 1, 2027	235,000	2.500%	51,137.50	\$286,137.50	2027	\$337,275.00
June 1, 2028			48,200.00	\$48,200.00		
December 1, 2028	240,000	2.500%	48,200.00	\$288,200.00	2028	\$336,400.00
June 1, 2029			45,200.00	\$45,200.00		
December 1, 2029	245,000	2.000%	45,200.00	\$290,200.00	2029	\$335,400.00
June 1, 2030			42,750.00	\$42,750.00		
December 1, 2030	250,000	3.000%	42,750.00	\$292,750.00	2030	\$335,500.00
June 1, 2031			39,000.00	\$39,000.00		
December 1, 2031	260,000	3.000%	39,000.00	\$299,000.00	2031	\$338,000.00
June 1, 2032			35,100.00	\$35,100.00		
December 1, 2032	265,000	3.000%	35,100.00	\$300,100.00	2032	\$335,200.00
June 1, 2033			31,125.00	\$31,125.00		
December 1, 2033	270,000	3.000%	31,125.00	\$301,125.00	2033	\$332,250.00
June 1, 2034			27,075.00	\$27,075.00		
December 1, 2034	280,000	3.000%	27,075.00	\$307,075.00	2034	\$334,150.00
June 1, 2035			22,875.00	\$22,875.00		
December 1, 2035	285,000	3.000%	22,875.00	\$307,875.00	2035	\$330,750.00
June 1, 2036			18,600.00	\$18,600.00		
December 1, 2036	300,000	3.000%	18,600.00	\$318,600.00	2036	\$337,200.00
June 1, 2037			14,100.00	\$14,100.00		
December 1, 2037	305,000	3.000%	14,100.00	\$319,100.00	2037	\$333,200.00
June 1, 2038			9,525.00	\$9,525.00		
December 1, 2038	315,000	3.000%	9,525.00	\$324,525.00	2038	\$334,050.00
June 1, 2039			4,800.00	\$4,800.00		
December 1, 2039	320,000	3.000%	4,800.00	\$324,800.00	2039	\$329,600.00
June 1, 2040						
Total	\$5,105,000		\$1,638,792.92	\$6,743,792.92		\$6,743,792.92

SOLID WASTE AND RECYCLING FUND

DESCRIPTION OF SERVICES PROVIDED

The Solid Waste and Recycling Fund is used to manage revenues and expenditures directly related to the Township's Solid Waste and Recycling program. Chapter 148 of the Upper Uwchlan Township Code requires all residential property owners in the Township to dispose of recyclable materials and waste using the municipally contracted hauler. Chapter 148 also requires all commercial establishments to dispose of waste and recyclables in compliance with the code. Upper Uwchlan Township provides residential solid waste and recycling services to approximately 3,500 residential households using a "Toter" system. Each household has been issued one solid waste and one recycling container (or "Toter") 64 or 96 gallons in capacity. Chapter 148 limits residential solid waste collection to no more than 96 gallons/week. Curbside recycling collected is unlimited. One bulk pick-up per month is provided. The Township's program also includes 36 leaf and yard waste collection dates throughout the year and a permanent yard waste dumpster for residential use located adjacent to the Public Works garage. Materials accepted on yard waste collection days include yard debris, leaves, grass clippings, tree branches, Christmas trees, etc.

Contracted haulers continued to collect waste in the Township in 2021. Recyclables are collected by A.J. Blosenski. Solid waste and yard waste are collected by Waste Management, which has merged with Advanced Disposal, the name under which the contract was originally signed.



Through the Chester County Process and Marketing Contract, recyclables are sorted and bundled at the Birdsboro Total Recycle facility.

Upper Uwchlan Township is required to recycle by the Pennsylvania Municipal Waste Planning Recycling and Waste Reduction Act (Act 101). Throughout 2021, the Township continued their efforts to increase recycling and decrease the tons of municipal solid waste (MSW) being sent to the Chester County Solid Waste Authority Landfill. Upper Uwchlan Township is party to the Chester County Process and Marketing contract for recyclables. Through this contract, recyclables are delivered to and processed at the Total Recycle facility in Birdsboro. From January to September 2021, tipping fees for this

contract averaged \$3.59/ton. This average reflects rebates issued in June, July, August, and September. The tipping fee is calculated based upon market rate and is updated monthly. The rebates issued indicate that the value of the materials is increasing. By contract, costs for disposing solid waste include contracted hauler costs as well as tipping fees at \$69/ton. Recycling continues to provide the Township a significant savings compared to disposal of MSW.

Enforcement education via the production and use of non-collection stickers was continued in 2021. This program makes residents aware of the proper preparation of recyclables. Each year, recycling education for both residents and commercial entities is conducted through direct mailings and digital outreach on the Township website and social media.

After being postponed twice in 2020 due to COVID-19, the Township was pleased to host an electronic waste recycling event in 2021. Held in the fall, the Township contracted with eForce Recycling to provide residents the chance to recycle "Anything with a Plug™." From over 120 attendees, a total of 10,087 lbs. of electronics was collected.

OBJECTIVES FOR 2022

The Township will continue to track, on a monthly basis, tons of garbage collected, tons of recycling collected, tons of yard waste collected, the percent of the waste stream diverted by recycling, and the percent of the waste stream diverted by composting yard waste collected. This data is also collected annually through the compiling of Act 101 Reports. These reports, which are the basis for the Township's 904 Recycling Performance Grant, allow the Township to track yearly totals for all recyclables collected in the Township, both the residential recyclables collected by the Township contracted hauler and commercial recyclables collected by various other haulers. Data collection allows the Township to identify monthly and annual trends and gauge the success of program changes, education, and communication.

Education and public engagement efforts will also continue in 2022. The Township plans to host an electronic waste recycling event again in the coming year. The newly established Environmental Advisory Council (EAC) has been tasked with improving the Township's recycling education efforts and will also explore other outreach and education endeavors.

PERFORMANCE MEASURES

Tons Reported on Act 101 Reports from Haulers				
	2021 (projected)	2020	2019	2018
Recyclables Collected	1,746	1,670	1,696	1,873
Yard Waste Collected	815	768	731	945

Act 101 Reports are received in February for the previous year.

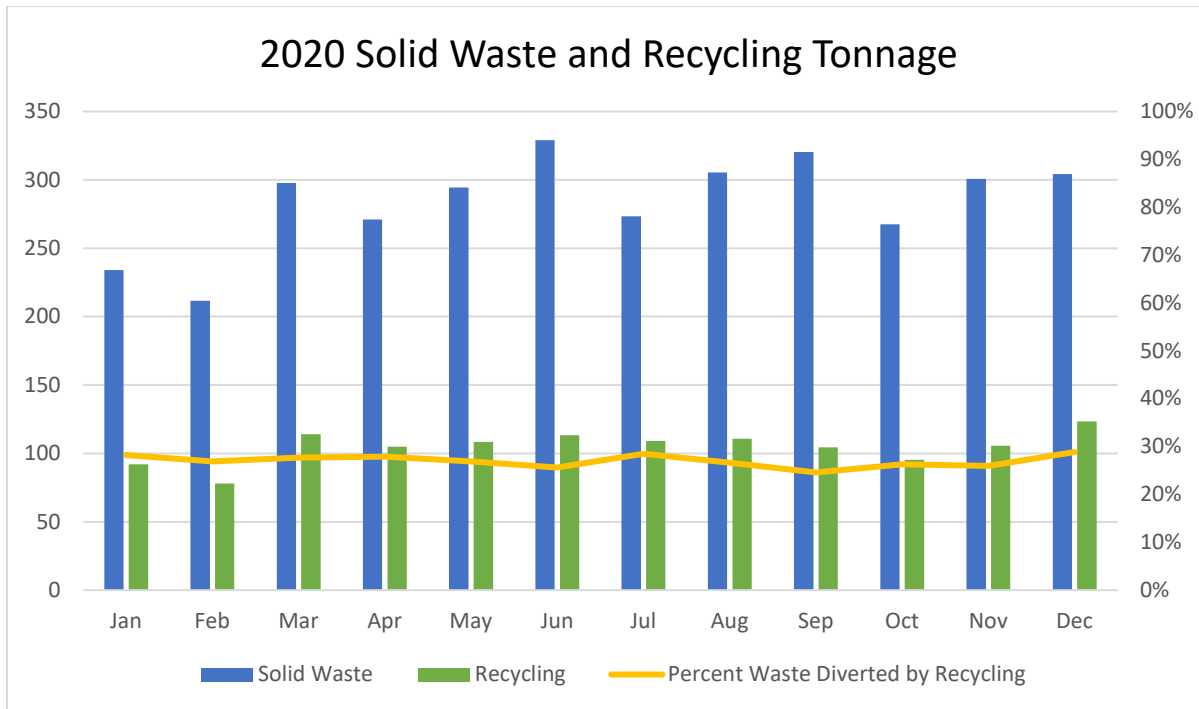
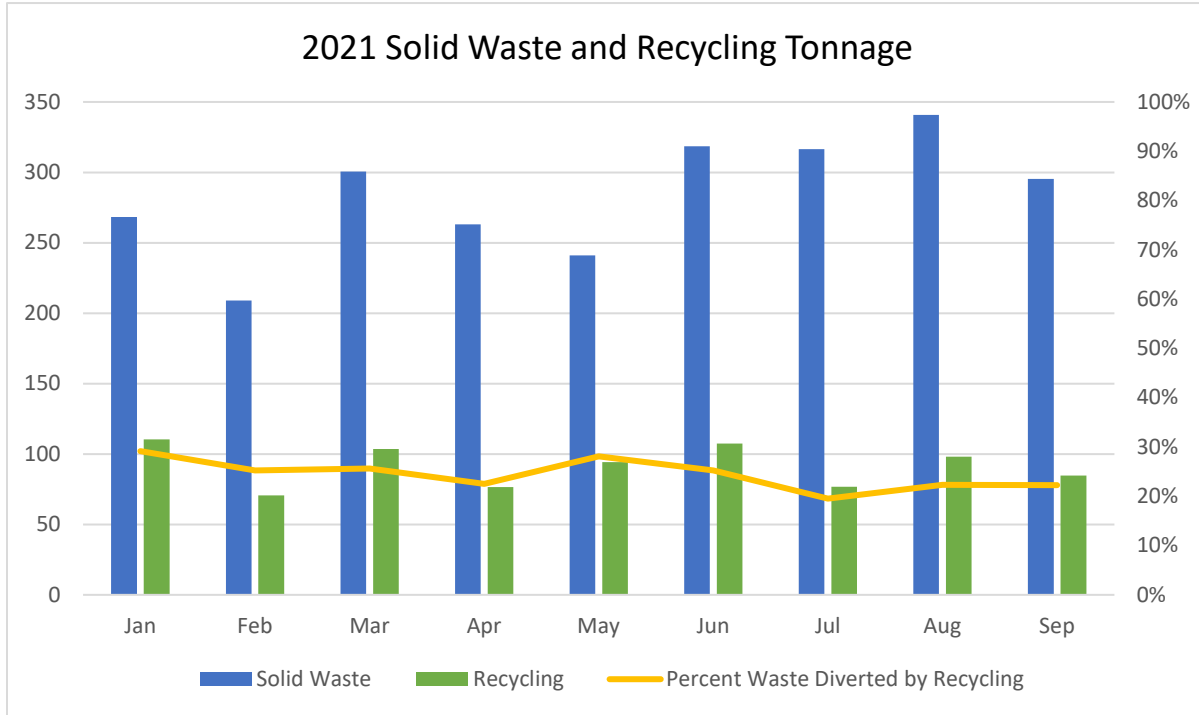
Waste Diversion through Recycling and Yard Waste Collection				
	2022 (projected)	2021*	2020	2019
Waste diversion through recycling	26%	24%	27%	27%
Waste diversion through composting	9%	11%	9%	8%

**As of September 30, 2021*



SOLID WASTE AND RECYCLING TONNAGE

The charts below show and compare year over year residential solid waste and recycling collected monthly by the contracted haulers and the percentage of material that is diverted from the landfill by recycling efforts.



**Upper Uwchlan Township
Solid Waste Fund
2022 Budget**

		Actual	Actual	Budget	Actual - 9/30	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2022	'21 Bud	Inc/(Dec)	2023	2024	2025	2026
INCOME													
341 INTEREST													
05-341-000-000	Interest Income	11,665	4,999	10,000	1,468	10,000	2,000	(8,000)	-80%	2,000	2,000	2,000	2,000
		11,665	4,999	10,000	1,468	10,000	2,000	(8,000)	-80%	2,000	2,000	2,000	2,000
364 SOLID WASTE REVENUE													
05-364-000-010	Solid Waste Income	1,028,746	1,080,227	1,058,444	1,024,789	1,103,331	1,121,066	17,735	2%	1,136,438	1,137,635	1,137,635	1,137,635
05-364-000-020	Recycling Income	-	(983)	-	3,325	-	-	-	#DIV/0!	-	-	-	-
05-364-000-025	Hazardous Waste Event	1,272	-	2,000	-	2,000	2,000	-	0%	1,600	1,800	2,000	2,200
05-364-000-030	Leaf Bags Sold	245	-	500	60	500	500	-	0%	500	500	500	500
05-364-000-035	Scrap Metal Sold	409	243	500	1,256	500	500	-	0%	500	500	500	500
	Equipment Purchase Grant (State)	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
05-364-000-040	Performance Grant	89,789	15,775	25,000	5,386	25,000	25,000	-	0%	50,000	50,000	50,000	50,000
	Total 364 SOLID WASTE	1,120,461	1,095,262	1,086,444	1,034,816	1,131,331	1,149,066	17,735	2%	1,189,038	1,190,435	1,190,635	1,190,835
392 INTERFUND TRANSFER													
05-395-000-000	Refund of Prior Year Expenses	-	-	-	-	-	-	-	0%	-	-	-	-
	Interfund Transfer - Other	-	-	-	-	-	-	-	0%	-	-	-	-
	Total 392 INTERFUND TRANSFER	-	-	-	-	-	-	-	0%	-	-	-	-
Total 300 - INCOME		1,132,126	1,100,261	1,096,444	1,036,284	1,141,331	1,151,066	9,735	0	1,191,038	1,192,435	1,192,635	1,192,835
	Total Income	1,132,126	1,100,261	1,096,444	1,036,284	1,141,331	1,151,066	9,735	1%	1,191,038	1,192,435	1,192,635	1,192,835
EXPENSES													
427 SOLID WASTE EXPENSES													
05-427-000-101	Employee cost allocation	-	-	-	15,949	21,833	21,835	3	100%	22,490	23,165	23,860	24,575
05-427-000-150	Bank Fees	-	40	200	45	200	200	-	0%	200	200	200	200
05-427-000-200	Supplies	2,746	-	2,000	261	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
05-427-000-210	Utility Billing Expenses	2,667	2,701	2,000	5,295	2,800	2,800	-	0%	2,800	2,800	2,800	2,800
05-427-000-220	Postage	2,785	2,123	2,500	2,091	2,300	2,300	-	0%	2,300	2,300	2,300	2,300
05-427-000-230	Toters	33,582	18,144	42,628	20,144	47,644	18,844	(28,800)	-60%	4,000	4,000	4,000	4,000
05-427-000-314	Legal Expense	5,601	1,469	9,000	1,002	9,000	9,000	-	0%	9,000	9,000	9,000	9,000
05-427-000-316	Training & Seminars	-	-	500	-	500	500	-	0%	500	500	500	500
05-427-000-420	Dues/Subscriptions/Memberships	-	-	125	-	125	125	-	0%	125	125	125	125
05-427-000-450	Contracted Services - Solid Waste	570,829	419,956	416,953	328,456	438,476	444,336	5,860	1%	457,665	457,237	450,288	450,288
05-427-000-460	Contracted Services - Recycling	60,235	182,537	178,890	141,148	182,645	183,438	793	0%	192,609	194,564	191,607	191,607
05-427-000-700	Tipping Fees - Solid Waste	231,560	266,540	202,000	182,210	275,000	275,000	-	0%	283,000	291,000	299,000	307,000
05-427-000-725	Tipping Fees - Recycling	36,239	38,418	49,000	7,341	54,000	39,000	(15,000)	-28%	40,300	41,600	42,900	44,200
05-427-000-800	Recycling Disposal	6,570	2,062	9,000	5,012	9,000	9,000	-	0%	9,000	9,000	9,000	9,000
05-427-000-805	Electronic Waste Event	-	-	-	-	-	6,000	6,000	100%	6,000	6,000	6,000	6,000
	TOTAL EXPENSES	952,814	933,990	914,796	708,954	1,045,522	1,014,377	(31,145)	-3%	1,031,990	1,043,491	1,043,580	1,053,595
	NET INCOME BEFORE OPERATING TRANSFERS	179,312	166,271	181,648	327,330	95,809	136,688	40,879	43%	159,048	148,944	149,055	139,239
492 OPERATING TRANSFERS													
05-492-000-030	Transfer to Capital Fund	-	150,000	150,000	-	100,000	100,000	-	0%	80,000	80,000	80,000	80,000
	Transfer to Water Resource Protection Fund	-	-	-	-	-	-	-	-	-	-	-	-
	Total 492 OPERATING TRANSFERS	-	150,000	150,000	-	100,000	100,000	-	0%	80,000	80,000	80,000	80,000
	Total Expenditures	952,814	1,083,990	1,064,796	708,954	1,145,522	1,114,377	(31,145)	-3%	1,111,990	1,123,491	1,123,580	1,133,595
	Net Ordinary Income	179,312	16,271	31,648	327,330	(4,191)	36,688	40,879	-975%	79,048	68,944	69,055	59,239

CAPITAL FUND

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

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

The Township's debt payments (exclusive of the bond payments due to Sewer Authority borrowings) are recorded in the Capital Fund. Payments of principal are reflected as a reduction of long term debt on the balance sheet and thus are not included in the Capital Fund budget, which mirrors the income statement. The principal payments are reflected in the Cash Flow schedule.

During the budget process each year, each department head will submit a request for necessary capital purchases for the upcoming year. These requests are reviewed by the Township Manager and, if approved, are included in the Budget for the Supervisor's review and approval.

The Capital Fund is projected to have a fund balance of approximately \$533,000 at December 31, 2021. At the end of 2022, the fund balance is projected to be approximately \$1,177,000 or an increase of 120.9%. The increase is due to net cash transfers from the General Fund and Solid Waste Fund in 2022.

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

Upland Farms – The Township began development of Upland Farms as a 56-acre passive recreational public park in late 2015. Construction included a fifty (50) space asphalt parking lot, 2,800 linear feet of 8' wide asphalt pedestrian trails, natural trails, storm water infrastructure, signage, and benches. The existing barn and farmhouse continue to be repaired and maintained.

The Township drafted a plan for the adaptive re-use of the farmhouse as a community center. During 2020, because of the Covid-19 pandemic, the Township held "Light Up Upper Uwchlan" a drive-by tree lighting. During 2021, the Board of Supervisors awarded contracts in the amount of \$2,069,565 and work began on expanding and renovating the barn. It is anticipated that construction will be completed by the end of 2021.

On-going operating costs – The initial operating costs will be specific to park maintenance activities such as inspection, maintenance and repair, mowing, trimming, and trash and recycling removal. The barn renovation will add public bathrooms; we expect water and other utility costs will increase by approximately \$5,000 annually. Those costs should be partially offset by revenues from renting the barn.

Hickory Park Lighting & Pavillion Replacement – Hickory Park is an active recreational facility with four fields, three tennis courts, two basketball courts, a sand volleyball court, playground and a pavilion. Improved parking lot lighting and lighting for the basketball and tennis courts have been identified by the Park and Recreation Board as priorities. The pavilion is showing its age and is scheduled for replacement in 2022.

On-going operating costs – Once completed, it is expected that utility costs will increase by approximately \$5,000.

Fellowship Fields – Fellowship Fields is an active recreational facility consisting of 3 multi-use grass fields and 1 synthetic turf field. A fieldhouse with bathrooms, snack stand, and team room area was constructed in 2015. The Turf Field was originally installed in 2011 and it was due for replacement in 2021. When the Turf Field was installed, the decision was made that all revenues from the use of the Turf Field would be set aside in a separate bank account and used to replace the field when necessary. The total cost for the Turf Field replacement was \$291,447 and it was funded entirely from cash that had been set aside since its installation.

On-going operating costs – No increase in operating costs is expected in 2022 except for price increases due to inflation.

The Facilities Division of the Public Works Department provides on-going maintenance services to all buildings and parks in the Township. The total cost allocated to all Township parks in the 2022 General Fund budget is \$225,983.

**Upper Uwchlan Township
Capital Fund
Budget**

		Actual	Actual	Budget	YTD	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2022	'21 Bud	Inc/(Dec)	2023	2024	2025	2026
(9/30/21)													
INCOME													
30-341-000-000	Interest Earnings	134,616	12,157	20,000	683	10,000	10,000	-	0%	10,000	10,000	10,000	10,000
30-341-000-010	Grant revenue - County	-	8,558	-	-	-	-	-	#DIV/0!	-	-	-	-
30-341-000-020	Grant revenue - State	2,144,256	13,014	-	-	100,000	100,000	-	#DIV/0!	100,000	100,000	100,000	100,000
30-354-000-030	Grant revenue - Federal	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-354-000-040	Grant revenue - other	-	-	5,800	-	5,800	5,800	-	#DIV/0!	-	-	-	-
30-391-000-100	Sale of Fixed Assets	-	16,736	5,000	30,409	5,000	5,000	-	0%	5,000	5,000	5,000	5,000
30-393-000-000	Capital income	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-393-000-020	Proceeds from New Debt	5,470,000	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-393-000-030	Proceeds from Premium	247,103	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-393-000-400	Other financing sources (Developer - Eagle Park)	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Total Income before Operating Transfers		7,995,975	50,465	30,800	31,092	120,800	120,800	-	0%	115,000	115,000	115,000	115,000
INTERFUND OPERATING TRANSFERS								-					
30-392-000-001	Transfer From General Fund	150,000	1,518,000	518,000	500,000	900,000	1,500,000	600,000	120%	500,000	400,000	200,000	-
30-392-000-005	Transfer From Solid Waste Fund	-	150,000	150,000	-	100,000	100,000	-	#DIV/0!	80,000	80,000	80,000	80,000
30-392-000-030	Transfer From Municipal Authority	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Total Operating Transfers		150,000	1,668,000	668,000	500,000	1,000,000	1,600,000	600,000	120%	580,000	480,000	280,000	80,000
TOTAL INCOME		8,145,975	1,718,465	698,800	531,092	1,120,800	1,720,800	600,000	113%	695,000	595,000	395,000	195,000
EXPENSES													
Township Properties													
30-409-000-700	Capital Purchases - General	-	1,517	-	-	-	-	-	#DIV/0!	5,000	5,000	5,000	5,000
30-409-001-700	Capital Purchases - Executive	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-409-002-600	Capital Construction - Township Building	-	-	155,651	-	-	3,800	3,800	#DIV/0!	-	-	-	-
30-409-002-610	Capital Construction - Township Bldg Expansion	3,298,939	1,909,546	2,162,441	315	-	-	-	0%	-	-	-	-
30-409-002-700	Capital Purchases - Township Building	2,140	-	-	-	-	-	-	#DIV/0!	5,000	5,000	5,000	5,000
30-409-003-600	Capital Construction - PW Building	65,604	45,616	34,500	36,102	64,710	-	(64,710)	-179%	-	-	-	-
30-409-003-700	Capital Purchases - PW Building	-	-	-	2,791	-	-	-	0%	-	-	-	-
30-409-004-600	Capital Construction - Milford Road	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-409-004-700	Capital Purchases - Milford Road	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
		3,366,683	1,956,679	2,352,592	39,208	64,710	3,800	(60,910)	-155%	10,000	10,000	10,000	10,000
Police													
30-410-000-700	Capital Purchases	131,088	49,983	51,100	52,439	52,000	104,000	52,000	99%	50,000	50,000	40,000	40,000
	Future Purchase	-	-	-	-	10,000	10,000	-	#DIV/0!	-	-	-	-
		131,088	49,983	51,100	52,439	62,000	114,000	52,000	99%	50,000	50,000	40,000	40,000
30-413-000-700	Codes												
	Capital Purchases	-	-	-	-	-	35,000	35,000	#DIV/0!	-	-	-	-
		-	-	-	-	-	35,000	35,000	#DIV/0!	-	-	-	-
Public Works													
30-438-000-700	Capital Purchases - Vehicles	5,775	157,856	-	41,233	-	-	-	0%	-	-	-	-
30-438-000-701	Capital Purchases - Equipment	13,552	52,071	271,952	93,886	146,550	202,700	56,150	60%	-	-	-	-
		19,327	209,927	271,952	135,119	146,550	202,700	56,150	42%	-	-	-	-

**Upper Uwchlan Township
Capital Fund
Budget**

	Actual	Actual	Budget	YTD	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
	2019	2020	2020	2021	2021	2022	'21 Bud	Inc/(Dec)	2023	2024	2025	2026
Parks												
All Parks												
30-454-000-700 Capital Purchases - All Parks	-	42,411	-	37,050	55,361	50,250	(5,111)	-14%	15,000	15,000	15,000	15,000
Hickory Park												
30-454-001-600 Capital Construction	26,842	32,250	158,358	-	152,800	385,000	232,200	#DIV/0!	5,000	5,000	5,000	5,000
30-454-001-700 Capital Purchases	-	4,240	-	-	-	-	-	#DIV/0!	-	-	-	-
Fellowship Fields												
30-454-002-600 Capital Construction	-	-	10,000	287,747	430,800	29,800	(401,000)	-139%	15,000	15,000	15,000	15,000
30-454-002-700 Capital Purchases	7,998	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Larkins Field												
30-454-003-600 Capital Construction	-	-	-	-	-	29,100	29,100	#DIV/0!	-	-	-	-
30-454-003-700 Capital Purchases	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Upland Farms												
30-454-004-600 Capital Construction	150,389	18,557	753,000	628,765	1,093,000	-	(1,093,000)	-174%	-	-	-	-
30-454-004-610 Fund Raising	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-454-004-700 Capital Purchases	-	-	-	-	-	-	-	#DIV/0!	5,000	5,000	5,000	5,000
	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
	185,229	97,458	921,358	953,562	1,731,961	494,150	(1,237,811)	-130%	40,000	40,000	40,000	40,000
Trails												
30-455-000-650 Grant - Trails/Bridge	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-455-000-651 Phase IV - Park Road Trail	2,511,568	19,083	3,850	-	-	-	-	#DIV/0!	-	-	-	-
30-455-000-652 Eagle Village Trail Extension (Sidepath Project)	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
	2,511,568	19,083	3,850	-	-	-	-	#DIV/0!	-	-	-	-
Roads												
30-502-434-700 Traffic Signals	13,932	13,932	58,514	13,932	100,000	-	(100,000)	-718%	-	-	-	-
Lyndell Road Bridge (shared w/East Brandywine)	-	-	8,585	-	8,585	43,850	35,265	#DIV/0!	-	-	-	-
LCR Crosswalk	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
East/West Link - Darrell Drive	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
	13,932	13,932	67,099	13,932	108,585	43,850	(64,735)	-465%	-	-	-	-
Emergency Management												
30-415-000-700 Capital Purchases	-	-	-	-	-	-	-		-	-	-	-
	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Village of Eagle												
30-506-000-100 Design - Village of Eagle Pocket Park	1,972	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-506-000-600 Construction - Village of Eagle	52,484	2,635	-	-	-	-	-	#DIV/0!	-	-	-	-
	54,456	2,635	-	-	-	-	-	#DIV/0!	-	-	-	-
Total Capital Expenditures	6,282,283	2,349,697	3,667,951	1,194,260	2,113,806	893,500	(1,220,306)	-102%	100,000	100,000	90,000	90,000
Debt Service												
30-500-471-001 Principal - 1st Loan - \$1.2M (#880)	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-500-471-003 Principal - Fulton Bank Capital lease	51,064	52,489	52,489	53,956	53,956	-	(53,956)	-100%	-	-	-	-
30-471-000-100 Principal - Bonds, Series of 2019	135,000	155,000	-	-	-	-	-	0%	-	-	-	-
30-500-471-003 Interest - Capital Lease	-	2,969	-	1,502	-	-	-	0%	-	-	-	-
30-472-000-100 Interest - Bonds, Series of 2019	179,253	198,375	204,675	145,875	200,550	195,450	(5,100)	-3%	188,550	188,550	171,200	164,000
30-472-000-200 Cost of Issuance - Series of 2019	61,066	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-472-000-300 Bond Amortization - Series of 2019	-	-	(12,355)	(6,178)	(12,355)	(12,355)	(0)	0%	(12,355)	(12,355)	(12,355)	(12,355)
30-500-472-001 Interest - 1st Loan (1.95%) (#880)	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-500-472-003 Interest - Fulton Bank loan (2.6%)	4,394	-	5,780	-	1,505	-	(1,505)	#DIV/0!	-	-	-	-
Total Debt Service	430,777	408,833	250,589	195,155	243,656	183,095	(60,561)	-31%	176,195	176,195	158,845	151,645
Total Capital Expenditures & Debt Service	6,713,060	2,758,530	3,918,540	1,389,415	2,357,462	1,076,595	(1,280,867)	-92%	276,195	276,195	248,845	241,645
Net Income Prior to Operating Transfers Out	1,432,915	(1,040,065)	(3,219,740)	(858,323)	(1,236,662)	644,205	1,880,867	-219%	418,805	318,805	146,155	(46,645)

**Upper Uwchlan Township
Capital Fund
Budget**

		Actual	Actual	Budget	YTD	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2022	'21 Bud	Inc/(Dec)	2023	2024	2025	2026
Operating Transfers													
30-505-000-010	To the General Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
30-505-000-020	To the Solid Waste Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
	To the Water Resource Protection Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
	To the Act 209 Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Total Operating Transfers		-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Net Income		1,432,915	(1,040,065)	(3,219,740)	(858,323)	(1,236,662)	644,205	1,880,867	-219%	418,805	318,805	146,155	(46,645)

Upper Uwchlan Township
Budget - 2022
Capital Purchases

	Capital Fund Amount	Costs Allocated to Municipal Authority	Total Cost
<u>Township Building</u>			
<u>Township Building</u>			
Filing cabinets - building plans	\$ 3,800	-	3,800
Total Township Building	3,800	-	3,800
 <u>Police Department</u>			
Vehicles (2)	104,000	-	104,000
Drone replacement	7,300		7,300
Speed sign	4,000		4,000
Motorcycle (to be purchased in 2022 at \$30k)	10,000	-	10,000
Total Police	125,300	-	125,300
 <u>Codes Department</u>			
New truck - Ranger 4x4 SuperCrew	35,000	-	35,000
	35,000	-	35,000
Total Codes	35,000	-	35,000
 <u>Public Works Department</u>			
<u>General Equipment</u>			
Replace 2006 backhoe	135,000	-	135,000
Replace vehicle lift	19,200		19,200
Purchase tack trailer	19,000		19,000
Purchase tire balancer	8,800		8,800
Total General Equipment	182,000	-	182,000
<u>Stormwater Equipment</u>			
Camera - shared with MA	19,000	19,000	38,000
Lifting equipment for loader	1,700	-	1,700
	20,700	19,000	39,700
<u>Building improvements</u>			
Driveway paving - Greenridge	-	5,000	5,000
Total Building Improvements	-	5,000	5,000
Total Public Works	202,700	24,000	226,700
 <u>Parks</u>			
<u>General</u>			
John Deere 7400A Terrain Cut Mower	46,000		46,000
Purchase Turf Roller	4,250		4,250
	50,250	-	50,250
<u>Hickory Park</u>			
Replace pavillion	95,000		95,000
Renovation design	30,000		30,000
Lighting for tennis & basketball courts	220,000	-	220,000
Camera system	40,000		40,000
	385,000	-	385,000
<u>Larkins Field</u>			
New fence	29,100		29,100
	29,100	-	29,100
<u>Fellowship Fields</u>			
Parking lot resurfacing	28,000		28,000
Bleacher	1,800		1,800
	29,800	-	29,800

Upper Uwchlan Township
Budget - 2022
Capital Purchases

	Capital Fund Amount	Costs Allocated to Municipal Authority	Total Cost
Total Parks	494,150	-	494,150
<u>Trails</u>			
Windsor Ridge trail design	43,850		43,850
	43,850	-	43,850
Total Trails and Bridges	43,850	-	43,850
TOTAL CAPITAL PURCHASES	\$ 904,800	\$ 24,000	\$ 928,800

CAPITAL INVESTMENT PROGRAM

Upland Farms Community Center

Project Location: Upland Farms
 Estimated Completion Date: 2024

Description: Convert Upland Farms to a Community Center with facilities for events, classrooms, walking trails and a parking lot.

Cost Summary:

	Previous Actual	Projected 2021	2022	2023	2024 & future	Project Total
Costs:	\$509,660	\$1,565,453	\$504,112	-	\$400,000	\$2,979,225
Resources:						
Bond financing		\$1,320,000				1,320,000
Capital Fund	\$509,660	245,453	504,112		400,000	1,659,225
Total	\$506,660	\$1,320,000	\$504,112	-	\$400,000	\$2,979,225

Hickory Park Lighting

Project Location: Hickory Park
 Estimated Completion Date: 2022

Description: Hickory Park is an active recreational facility with four fields. The staff plans to explore the feasibility and costs of various lighting options throughout the Park, including the recommendations of the Park and Recreation Board.

Cost Summary:

	Previous Actual	Projected 2021	2022	2023	2024	Project Total
Costs:			\$200,000	-	-	\$200,000
Resources:						
Capital Fund			200,000	-	-	200,000
Total	-	-	\$200,000	-	-	\$200,000

LIQUID FUELS FUND**MISSION**

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

DESCRIPTION OF SERVICES PROVIDED

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

Liquid Fuels funding comes from the tax on each gallon of liquid fuels sold in the Commonwealth of Pennsylvania - the Oil Franchise Tax and the Oil Company Franchise Tax. Upper Uwchlan Township primarily uses Liquid Fuels funding for the maintenance of qualifying Public Works equipment, snow and ice removal and for the repair and re-paving of public roadways.

The Liquid Fuels Fund is projected to have a fund balance of approximately \$862,000 at December 31, 2021. At the end of 2022, the fund balance is projected to be approximately \$831,000 or a decrease of 3.6%. The Township re-paves approximately 2.7 miles of road each year and generally splits the cost between the Liquid Fuels Fund and the General Fund. The cash balance in the Liquid Fuels Fund has increased each year since annual expenses have been lower than the Motor Vehicle Fuel tax payments received from the Commonwealth of Pennsylvania. In 2021 and 2022, the costs are shared with the General Fund.

Budget Year	Population (Census - 2020)	Roadway Mileage	Liquid Fuels Allocation
2022	12,275	59.53	\$362,257 (estimated)
2021	12,275	59.53	\$373,168 (actual)
2020	12,275	59.53	\$399,957 (actual)

ACCOMPLISHMENTS IN 2021

- Maintained, repaired, and repaved Upper Uwchlan Township's nearly 60 miles of roadway

GOALS FOR 2022

- Continue the road resurfacing program

**Upper Uwchlan Township
Liquid Fuels
2022 Budget**

		Actual	Actual	Budget	YTD	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2021	'21 Bud	Inc/(Dec)	2023	2024	2025	2026
		(9/30/21)											
Beginning Cash Balance:							861,766			830,343	890,960	961,577	1,042,193
INCOME													
04-341-000-000	Interest Earnings	15,020	2,441	14,000	496	7,000	7,000	-	0%	14,000	14,000	14,000	14,000
04-389-000-001	Snow Agreement	-	649	600	657.00	600	600	-	100%	600	600	600	600
04-389-000-002	Turnback Maintenance	14,520	14,520	14,760	14,520	14,520	14,520	-	0%	14,760	14,760	14,760	14,760
04-355-000-002	Motor Fuel Vehicle Taxes	412,753	399,957	393,958	373,168	362,257	362,257	(0)	0%	372,257	382,257	392,257	402,257
Total Income		442,293	417,567	423,318	388,841	384,377	384,377	(0)	100%	401,617	411,617	421,617	431,617
EXPENSES													
04-400-000-074	Equipment Purchase	-	-	-	-	-	-	-	0%	-	-	-	-
<u>Expenses</u>													
04-432-000-239	Snow & Ice Supplies	40,850	15,060	75,000	33,582	75,000	75,000	-	0%	50,000	50,000	50,000	50,000
04-432-000-250	Vehicle Maintenance & Repair	-	-	4,000	2,711	4,000	4,000	-	100%	4,000	4,000	4,000	4,000
04-432-000-450	Snow & Ice Contrated Services	8,730	4,876	-	-	-	24,000	24,000	#DIV/0!	-	-	-	-
04-438-000-239	Road Project Supplies	17,560	2,859	28,810	-	37,800	31,800	(6,000)	#DIV/0!	6,000	6,000	6,000	6,000
04-439-001-250	Resurfacing	129,268	337,892	513,444	213,491	275,000	275,000	-	0%	275,000	275,000	275,000	275,000
04-439-002-250	Base Repairs	-	-	-	-	6,000	6,000	-	#DIV/0!	6,000	6,000	6,000	6,000
04-438-000-450	Road Project Contracted Service	-	-	-	-	-	-	-	100%	-	-	-	-
Total Expenses		196,408	360,687	621,254	249,784	397,800	415,800	18,000	7%	341,000	341,000	341,000	341,000
Total Expenses & Equip Purchases		196,408	360,687	621,254	249,784	397,800	415,800	18,000	7%	341,000	341,000	341,000	341,000
04-472-000-003	Operating Transfers	-	-	-	-	-	-	-	-	-	-	-	-
Net Income		245,885	56,880	(197,936)	139,057	(13,423)	(31,423)	(18,000)	93%	60,617	70,617	80,617	90,617

WATER RESOURCE PROTECTION FUND

MISSION AND HISTORY

Upper Uwchlan Township contains parts of both the Brandywine Creek and Pickering Creek Watersheds. Contained within the former is the Marsh Creek watershed, which comprises 20 square miles of the Brandywine Creek watershed. The Marsh Creek watershed is of high quality and serves as headwaters for the East Branch of the Brandywine Creek. The Township's water bodies, streams, watersheds, wetlands, floodplains, and riparian buffers have significant value and influence on water supply, water quality, flood control, and wildlife habitats. When properly protected and managed, these interrelated systems can act to filter pollutants, control flows so as not to contribute to or exacerbate downstream flooding conditions, and protect wildlife habitats.



Marsh Creek Lake is an important resource for flood control and water quality, as well as a recreation resource. Marsh Creek State Park attracts nearly 2 million visitors annually.

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

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

In early 2015, the Township formed a committee to assess what will need to be done to comply with the unfunded Federal mandates under the NPDES Phase II stormwater regulations which are part of the Federal Clean Water Act of 1972. Outside consultants were engaged to assist the Township in reviewing the stormwater projects that will need to be completed – basin restoration, inlet cleaning and maintenance, storm drain cleaning and repair, street sweeping etc. to maintain water quality and prevent or reduce flooding. Funding has not yet been allocated for Phase III of this project, which includes analysis and public outreach regarding the implementation of a stormwater fee.

DESCRIPTION OF SERVICES PROVIDED

Upper Uwchlan Township is a participant in and is complying with all the requirements of the Pennsylvania Department of Environmental Protection's (DEP) Municipal Separate Storm Sewer System (MS4) program. The goals of the MS4 program and Upper Uwchlan Township are to reduce the discharge of pollutants from the Township, to protect water quality, and to satisfy requirements of the Clean Water Act. Stormwater point discharges to waters of the U.S. are regulated using NPDES permits. As an MS4, Upper Uwchlan Township is required to comply with the NPDES program. Under the NPDES stormwater program, permittees must develop a stormwater management plan that provides the

details of how the community will comply with the requirements of the permit. Annual reports on the Township's compliance with the MS4 mandates are completed and submitted by staff and consultants. Permits are based on a framework of six minimum control measures: Public education and outreach, public participation and involvement, illicit discharge detection and elimination, construction site runoff control, post-construction storm water management in new development and redevelopment, and pollution prevention and good housekeeping for municipal operations and maintenance.

2021 HIGHLIGHTS

In 2018, Upper Uwchlan Township was awarded grant funding through the Department of Environmental Protection (DEP) for a stormwater management project. The Township's project, Restoration of the Marsh Creek Watershed, was one of 61 projects selected by the DEP. Work on the project began in early 2021. The project includes the construction of a naturalized detention basin at Upland Farms and the naturalization of Township owned detention basins located off Heather Hill Drive. Working with T&M Associates, the Township completed design, survey, and engineering for the projects in 2021. Construction on the basins is planned to begin early in 2022.



Improving stormwater drainage at Upland Farms is one goal of the Marsh Creek Watershed Improvement Program projects.

The Water Resource Protection Fund is projected to have a Fund Balance of approximately \$203,000 at December 31, 2021. At the end of 2022, the projected Fund Balance is expected to be approximately \$170,000 or a decrease of 16.3%.

ACCOMPLISHMENTS IN 2021

- Repaired or rebuilt 17 inlets *(as of September 2021)*
- Corrected ongoing stormwater issue at the intersection of North Reeds & Davenport.
 - Installed 100' of 10" pipe
 - Removed problem organics
 - Covered with geo textile fabric
 - Created a swale to divert water from the road
- Replaced one 32' x 15" stormwater pipe in front of 19 Bryan Wynd
- Replaced one 32' x 15" stormwater pipe at the intersection of Fox Chase & Rabbit Run
- Cleaned out approximately 1,950 inlets throughout the year
- Performed street sweeping on approximately 238 lane miles
- Mowed the Township's five basins 30 times

GOALS FOR 2022

- Continue maintenance and repair of existing stormwater infrastructure
- Complete the retrofit two (2) Township owned stormwater detention basins
- Complete construction of the naturalized stormwater detention area at Upland Farms

- Hire and train a dedicated stormwater facilities staff member to address the increasing demands of maintenance of these structures throughout the Township
- Re-start the program begun in 2015 to address the requirements of the NPDES stormwater regulations

Staffing Statistics – as of the end of each year presented

	2022	2021	2020
Full time:	1	-	-
Total FTE's	1	-	-

Due to the increase in the number of facilities, the frequency of maintenance, the need for a dedicated stormwater management staff member has become apparent. Assigning a new member of the Public Works staff to these projects will allow the existing staff to keep up with other demands of the department. As the Water Resource Protection program is developed, staffing needs will continue to be assessed.

STATISTICS

	2022*	2021	2020
Storm water basins privately owned	87	81	77
Storm water basins Township owned	6	5	5
Storm water inlets	1,714	1,613	1,509
Outlet structures	77	71	68
End-walls	121	113	104
Head-walls	26	21	19
Flared End Sections	35	32	32
Manholes	118	110	106

*Rough values based on construction and developments which may be completed in 2022.

PERFORMANCE MEASURES

Township Goals Supported:

- Protect Natural Resources and Systems - Marsh Creek and Pickering Valley Watersheds
 - Protect the local watershed by appropriately managing storm water infrastructure via the development and management of a Water Resource Protection program
 - Continued collaboration on projects such as the Brandywine Creek Greenway
- Effective and Efficient Township Services
 - Protect and preserve investment in public facilities
 - Continue to identify and employ technological advances to promote access, maximize efficiencies and increase productivity of employees

**Upper Uwchlan Township
Water Resource Protection Fund
2022 Budget**

		Actual	Actual	Budget	Actual	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	YTD	2021	2022	'21 Bud	Inc/(Dec)	2023	2024	2025	2026
		(9/30/21)											
INCOME													
08-341-000-010	Interest Earnings	1,919	206	600	42	600	600	-	0%	1,500	1,500	1,500	1,500
08-361-000-100	Usage Fees	-	-	-	-	-	-	-	#DIV/0!	376,320	752,640	752,640	752,640
08-354-000-010	County Grants - VPP	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
08-354-000-020	State Grants	-	-	282,432	33,068	-	235,482	235,482	83%	-	-	-	-
08-392-000-010	Transfer from General Fund			300,000	245,000	245,000	245,000	-	0%	-	-	-	-
	Transfer from Capital Fund	-	-	-	-	-	-		#DIV/0!	-	-	-	-
08-392-000-020	Transfer from Municipal Authority	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
	Miscellaneous Revenue	-	-			-	-	-	#DIV/0!	-	-	-	-
Total Income		1,919	206	583,032	278,110	245,600	481,082	235,482	#DIV/0!	377,820	754,140	754,140	754,140
Expenses													
	Wage allocation from Public Works	-	-	-	-	5,266	60,748	55,482	#DIV/0!	106,821	109,552	112,356	115,236
08-404-000-311	Legal Expense	-	-	10,000	-	-	-	-	0%	5,000	5,000	5,000	5,000
08-406-000-010	Grant Application Fees	2,283		5,000	-	-	-	-	0%	5,000	5,000	5,000	5,000
08-406-000-340	Public Relations	-	-	22,000	-	-	-						
08-408-000-010	Engineering	-	-	5,000	-	-	-	-	0%	10,000	10,000	10,000	10,000
08-408-000-020	Feasibility Studies	-	-	140,022	-	140,022	140,022	-	0%	-	-	-	-
08-420-000-035	Permits	6,796	16,961	-	4,981	-	-	-	#DIV/0!	5,000	5,000	5,000	5,000
08-420-000-260	Small Tools & Equipment	-	3,195	1,000	2,415	1,400	600	(800)	-80%	1,000	1,000	1,000	1,000
08-446-000-101	Allocated Wages	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
08-446-000-200	Supplies	12,769	16,290	25,307	11,230	27,112	27,112	-	0%	25,000	25,000	25,000	25,000
08-446-000-230	Gas & Oil	-	-	1,600	-	1,600	2,400	800	50%	2,000	2,000	2,000	2,000
08-446-000-235	Vehicle Maintenance	704	832	3,990	-	4,000	4,250	250	6%	4,000	4,000	4,000	4,000
08-446-000-250	Maintenance & Repair	840	-	2,000	-	2,000	11,700	9,700	485%	2,000	2,000	2,000	2,000
08-446-000-316	Training & Seminars	-	-	2,000	-	2,000	2,000	-	0%	2,000	2,000	2,000	2,000
08-446-000-450	Contracted Services	7,775	3,126	60,000	3,323	60,000	30,000	(30,000)	-50%	30,000	30,000	30,000	30,000
08-446-001-250	Maintenance & Repair- MA	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
08-446-000-400	Construction	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
08-446-005-600	Construction - Marsh Creek Watershed			282,432	46,950		235,482	235,482	83%	-	-	-	-
Total Expenses		31,167	40,404	560,351	68,899	243,400	514,314	(20,050)	#DIV/0!	197,821	200,552	203,356	206,236
Total Expenses		31,167	40,404	560,351	68,899	243,400	514,314	(20,050)	#DIV/0!	197,821	200,552	203,356	206,236
Net Income		(29,248)	(40,198)	22,681	209,211	2,200	(33,232)	255,532	#DIV/0!	179,999	553,588	550,784	547,904

SEWER FUND

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

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

General Obligation Bonds – Series of 2019

The Township issued \$10,750,000 of General Obligation Bonds, Series of 2019 on December 11, 2018. The bonds closed on January 9, 2019. The bond proceeds are being used for both Township purposes and to expand the sewer system operated by the Upper Uwchlan Township Municipal Authority. The portion of the debt service that is attributable to the Municipal Authority (\$5,280,000) has been recorded in the Sewer Fund. The portion that is attributable to the Township (\$5,470,000) has been recorded in the Capital Fund.

To facilitate processing of construction payments, the Sewer Authority's portion of the bond proceeds were deposited into the Sewer Authority's bank account. A corresponding liability to the Sewer Fund in that amount was established on the Authority's books. The Sewer Fund has recorded a receivable from the Authority in the same amount.

The Authority has agreed to reimburse the Sewer Fund under an Operations and Management Agreement for the interest and principal payments annually.

General Obligation Bonds – Series of 2014 and Series A of 2019

In August, 2019 market conditions were advantageous for a current refunding of the Township's General Obligation Bonds, Series of 2014. The Township and Authority issued \$5,105,000 of General Obligation Bonds Series A of 2019 which closed on September 5, 2019. The sole purpose of this bond issue was to refund the General Obligation Bonds, Series of 2014. The Township issued the General Obligation Bonds, Series of 2014, five years ago to finance the construction of Phase II of the Route 100 Wastewater Treatment Plant and Collection System. The refunding – or early redemption – of the bonds provided a present value cost savings to the Township of \$567,080 or 11.14% of the refunded principal of \$5,090,000.

Under the Operations Agreement with the Municipal Authority, the Authority has agreed to reimburse the Township for its portion of the debt service on the bonds. The Sewer Fund's primary source of revenue consists of receipts from the Sewer Authority equal to the amount of payments on the bonds.

**Upper Uwchlan Township
Sewer Fund
Budget 2022**

		Actual	Actual	Budget	Actual YTD	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2022	'21 Bud	Inc/(Dec)	2023	2024	2025	2026
(9/30/21)													
INCOME													
15-341-000-000	Interest Earnings	2,612	448	3,000	62	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
15-342-000-100	Operation/Mgmt Agreement - Series of 2014	280,631		-		-	-	-	100%	-	-	-	-
15-342-000-200	Operation/Mgmt Agreement - Series of 2019	190,062	237,408	237,494	103,370	236,744	236,744	(0)	100%	235,994	235,244	239,344	238,294
15-342-000-300	Operation/Mgmt Agreement - Series A of 2019	48,198	335,280	335,300	63,098	336,200	336,200	-	100%	337,000	332,700	334,475	331,175
15-387-000-000	Contributions from Private Sector	-	-	-	-	-	-	-	100%	-	-	-	-
15-387-000-001	Asset Contribution from Private Sector	-	-	-	-	-	-	-	100%	-	-	-	-
15-392-000-000	Transfer from Municipal Authority	-	-	-	-	-	-						
Total Income		521,503	573,136	575,794	166,530	573,944	573,944	(0)	#DIV/0!	573,994	568,944	574,819	570,469
Expenses													
15-400-000-461	Bank Fees	-	500	200	500	800	800	-	0%	800	800	800	800
15-400-000-463	Misc. Expenses	-	-	1,000	-	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
15-404-000-100	Legal Fees	-	-	-		-	-	-	#DIV/0!	-	-	-	-
15-472-000-100	Bond Interest Expense-Series of 2014	158,862	-	-		-	-	-	100%	-	-	-	-
15-472-000-105	Bond Interest Expense-Series of 2019	202,354	207,345	207,494	155,051	206,744	206,744	(0)	100%	205,994	205,244	204,344	203,294
15-472-000-110	Bond Interest Expense-Series A of 2019	34,056	129,938	130,300	94,648	126,200	126,200	-	100%	122,000	117,700	114,475	111,175
15-472-000-200	Bond Issuance Costs - Series of 2019	57,857	-	-	-	-	-	-	#DIV/0!	-	-	-	-
15-472-000-201	Bond Issuance Costs - Series A of 2019	69,496	-	-	-	-	-	-	#DIV/0!	-	-	-	-
15-472-000-300	Bond Amortization Expense-Series of 2014	(5,114)	(5,114)	(5,114)	-	-	-	-	0%	-	-	-	-
15-472-000-305	Bond Amortization Expense-Series of 2019	553	553	829	415	829	829	0	0%	829	829	829	829
15-472-000-310	Bond Amortization Expense-Series A of 2019	(4,984)	(6,645)	(6,645)	(3,323)	(6,645)	(6,645)	(0)	0%	(6,645)	(6,645)	(6,645)	(6,645)
15-493-000-083	Depreciation Expense	516,652	503,510	-	-	-	-	-	#DIV/0!	-	-	-	-
	Loss on Disposal of Asset			-	-	-	-	-	#DIV/0!	-	-	-	-
Total Expenses		1,029,732	830,087	328,064	247,291	328,928	328,928	(0)	#DIV/0!	323,978	318,928	314,803	310,453
Transfers													
15-492-000-010	Transfer to Municipal Authority	-	-	-	-	-	-	-	0%	-	-	-	-
		-	-	-	-	-	-	-	0%	-	-	-	-
Total Expenses and Transfers Out		1,029,732	830,087	328,064	247,291	328,928	328,928	(0)	#DIV/0!	323,978	318,928	314,803	310,453
Net Income		(508,229)	(256,951)	247,730	(80,761)	245,016	245,016	(0)	#DIV/0!	250,016	250,016	260,016	260,016

ACT 209 FUND

DESCRIPTION OF SERVICES PROVIDED

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

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

The Act 209 Fund is projected to have a fund balance of approximately \$1,045,000 at December 31, 2021. At the end of 2022, the fund balance is projected to be approximately \$1,046,000 or an increase of 0.10%.

ACCOMPLISHMENTS IN 2021

- All residential and commercial land development activity taking place within the designated ACT 209 Transportation area is charged the Act 209 Transportation Impact Fee. This fee is calculated based on newly generated trips during the evening peak hour period. These reviews are ongoing during the land development process.

GOALS FOR 2022

- Continue to monitor traffic volume and occupancy in and around the Township as it relates to the traffic signal system and future capital construction projects
- Coordinate with developers of land development projects in the review process in order to advance transportation related capital improvements projects required as a result of development growth.
- Finalize design and permitting for a traffic signal to be located at Little Conestoga Road and Milford Road
- Evaluate, on an ongoing basis, grant funding opportunities for capital improvement projects which will increase/improve volume or capacity on the Township roadway network.

Upper Uwchlan Township
ACT 209
2022 Budget

		Actual	Actual	Budget	Actual - 9/30/21	Budget	Budget	\$ Inc/(Dec)	%	Budget	Budget	Budget	Budget
		2019	2020	2020	2021	2021	2022	'21 Bud	Inc/(Dec)	2023	2024	2025	2026
Revenue													
09-354-000-030	Grant Revenue - Federal	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
09-354-100-140	Grant Revenue - State	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
09-341-000-000	Interest Earnings	12,090	2,440	12,000	549	1,000	1,000	-	0%	1,000	1,000	1,000	1,000
09-379-000-010	Transportation Impact Fees	142,374	354,768	478,470		-	-	-	#DIV/0!	-	-	-	-
09-380-000-000	Misc Revenue	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
09-395-000-200	Transfer from Capital Fund	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Total Income		154,464	357,208	490,470	549	1,000	1,000	-	#DIV/0!	1,000	1,000	1,000	1,000
Expenses													
09-489-000-010	Engineering Fees	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
09-489-000-020	Construction	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
09-489-000-045	Contracted Services	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
09-489-000-600	Capital Construction	-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Total Expenses		-	-	-	-	-	-	-	#DIV/0!	-	-	-	-
Net Income		154,464	357,208	490,470	549	1,000	1,000	-	#DIV/0!	1,000	1,000	1,000	1,000

GLOSSARY

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

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

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

Amortization – this is the process of systematically reducing the value of an intangible asset.

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

Audit – See “Financial Statement Audit”.

Balanced Budget – A budget is considered balanced when budgeted revenues equal or exceed budgeted expenditures. (also known as a “structurally balanced budget”)

Bonds – an instrument of indebtedness from the bond issuers to the holders. It is a fixed income investment where the investor (holder) loans money for a fixed period of time to the bond issuer (usually a municipality or corporation) at a stated interest rate.

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

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

Capital Expenditures – Money expended to purchase capital assets.

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

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

GLOSSARY, cont'd

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

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

The Township currently has all of its insurance coverage through DVIT.

Depreciation – the process of systematically reducing the value of a capital asset.

Electoral Debt - Debt incurred with the approval of the voters

Enterprise Funds – Proprietary fund type used to report an activity for which a fee is charged to external users for goods or services.

Fiduciary Fund – a fund whose assets are held in trust. For example, a pension plan.

Financial statement audit – An examination designed to provide independent assurance that financial statements are fairly presented. Typically performed by an independent firm of Certified Public Accountants.

Full-time Equivalent (FTE) – An employee's scheduled hours divided by the employer's normal workweek. For example an employee who works 10 hours per week for an employer with a 40 hour workweek would be 0.25 FTE.

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

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

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

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

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

GLOSSARY, cont'd

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

Governmental Funds – Funds generally used to account for tax supported activities. There are five types of governmental funds: the general fund, special revenue funds, capital projects funds, and permanent funds.

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

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

Major Fund – A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements and subject to a separate opinion in the independent auditor’s report.

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

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

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

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

Non-electoral Debt – Debt not approved by the voters.

Non-Major Funds – Funds that account for the proceeds of specific revenue sources that are restricted or assigned expenditures for specified purposes. They include: the Liquid Fuels Fund, Act 209 Fund, and the Water Resource Protection Fund.

NPDES permit – National Pollutant Discharge Elimination System permit. Permits are issued by PADEP.

PADEP – Pennsylvania Department of Environmental Protection

GLOSSARY, cont'd

PEMA – Pennsylvania Emergency Management Agency

Proprietary Fund - A Fund that focuses on the determination of operating income, changes in net position, financial position, and cash flows. There are two types of proprietary funds: enterprise funds and internal service funds.

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

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

Self-Liquidating Debt – Debt to be paid solely from rents, rates or other charges to the ultimate users of the project to be financed by such debt.

Subsidized Debt – Debt the principal and interest on which will be covered by subsidies or reimbursements to be paid to the Township by the Commonwealth of Pennsylvania or the federal government, or under a subsidy contract with the Township, by another local government unit or an authority.

WWTF – Waste Water Treatment Facility