

FY 2020 Township Budget

Comprehensive Budget Presentation

BOARD OF COMMISSIONERS

NOVEMBER 12, 2019

Township Budget Overview

FY 2020

Proposed Budgets

Fund	FY 2020	FY 2019	FY 2018	FY 2017	FY 2016
General	\$9,963,368	\$9,805,616	\$9,795,242	\$9,788,556	\$9,700,768
Golf	\$1,617,041	\$1,562,587	\$1,315,433	\$1,437,633	\$1,405,537
Sewer	\$3,740,229	\$3,702,426	\$3,531,482	\$3,248,305	\$4,386,654
Liquid Fuels	\$420,251	\$428,884	\$422,990	\$401,826	\$382,129
Debt Service	-	-	\$1,257,151	\$1,206,193	\$1,464,018
Emergency Services	\$371,300	\$371,300	\$364,677	\$380,775	\$375,775



FY 2020 General Fund

West Norriton Township

Budget Development

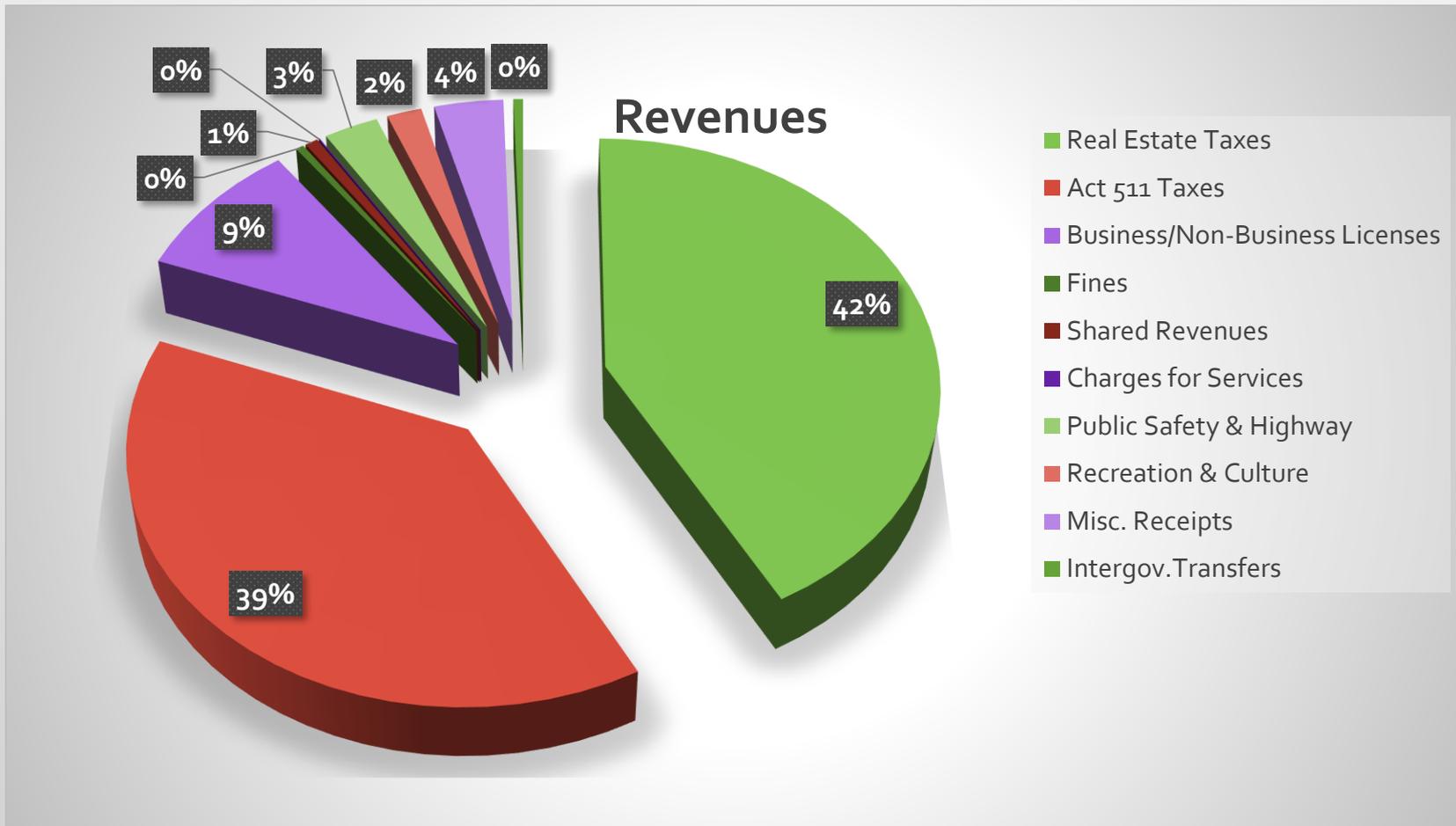
- Departments prepared baseline budgets.
- Departments developed budget request for current services and for potential additional resources.
- Budget proposals were reviewed and analyzed with staff.

Budget Revenues

General Fund

Category	FY 2020	FY 2019	% Change
Real Estate Taxes	\$4,165,175	\$4,144,431	0.50%
Act 511 Taxes	\$3,901,000	\$3,801,000	2.63%
Business/Non-Business Licenses	\$931,350	\$906,350	2.76%
Fines	\$42,100	\$42,100	-
Interest	\$30,000		-
Shared Revenues	\$98,000	\$68,000	44.12%
Charges for Services	\$5,000	\$5,000	-
Public Safety & Highway	\$258,346	\$282,287	(8.48%)
Recreation & Culture	\$172,600	\$180,600	(4.43%)
Misc. Receipts	\$360,170	\$358,413	0.49%
Intergov. Transfers	\$50,000	\$50,000	-
Totals	\$10,013,741	\$9,868,091	1.48%

Budget Revenues General Fund



Revenue Sources

General Fund

- Real Estate Taxes and Act 511 Taxes account for approximately 80% of Township Revenues

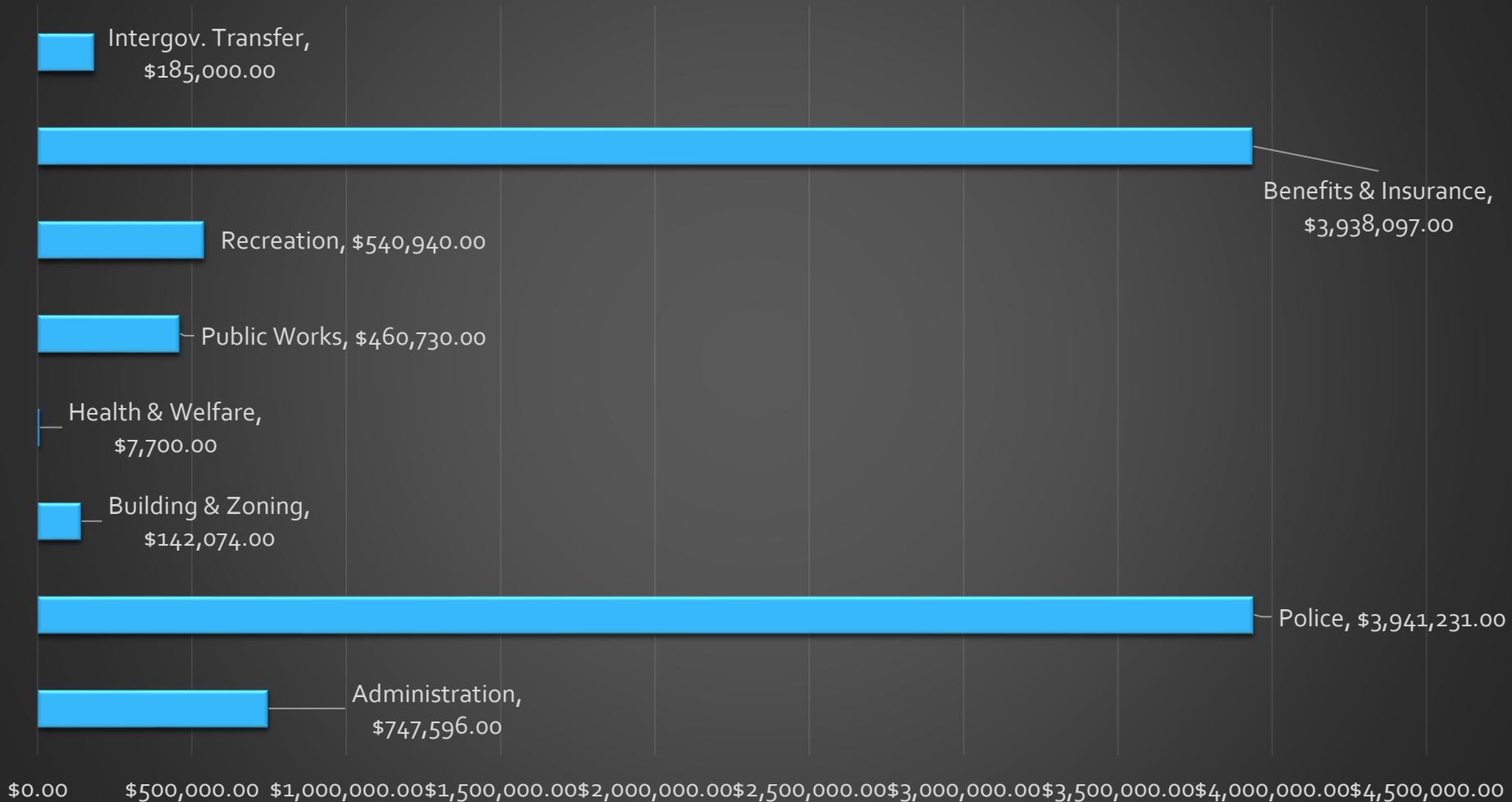
	2017	2017	2018	2018	2019	2019	2020
Account Title	Budget	Actual	Budget	Actual	Budget	Actual	Budget
REVENUES		31-Dec-17		as of 12/31/2018		30-Sep-19	
Real Estate Taxes-Current	3,150,832	3,177,245	3,177,901	3,136,285	3,182,723	3,105,730	3,199,090
Real Estate Taxes-Debt-Current	794,272	799,384	801,096	790,571	802,311	782,903	806,437
Real Estate Taxes-Rec-Current	65,642	66,065	66,206	65,336	66,307	64,703	66,648
Real Estate Taxes-Prior Year	25,000	23,942	25,000	0	25,000	30,451	25,000
Delinquent Real Estate Tax	60,000	75,879	60,000	60,618	60,000	49,420	60,000
Real Estate Tax-Interim	8,000	3,665	8,000	2,870	8,000	2,776	8,000
REAL PROPERTY TAXES	4,103,746	4,146,180	4,138,204	4,055,680	4,144,341	4,035,983	4,165,175
Per Capita Tax-Current	3,000	957	3,000	737	3,000	1,165	3,000
Per Capita Tax-Prior Year	28,000	24,765	28,000	22,710	28,000	31,269	28,000
Per Capita Tax-Delinquent	10,000	10,752	10,000	17,517	10,000	12,890	10,000
Deed Transfer Tax	320,000	368,579	320,000	407,280	320,000	777,781	320,000
Earned Income Tax	3,025,000	3,102,479	3,100,000	3,319,363	3,100,000	2,582,411	3,200,000
LST Tax	325,000	332,888	340,000	351,086	340,000	265,909	340,000
ACT 511 ENABLING TAXES	3,711,000	3,840,419	3,801,000	4,118,693	3,801,000	3,671,424	3,901,000

Budget Expenditures General Fund

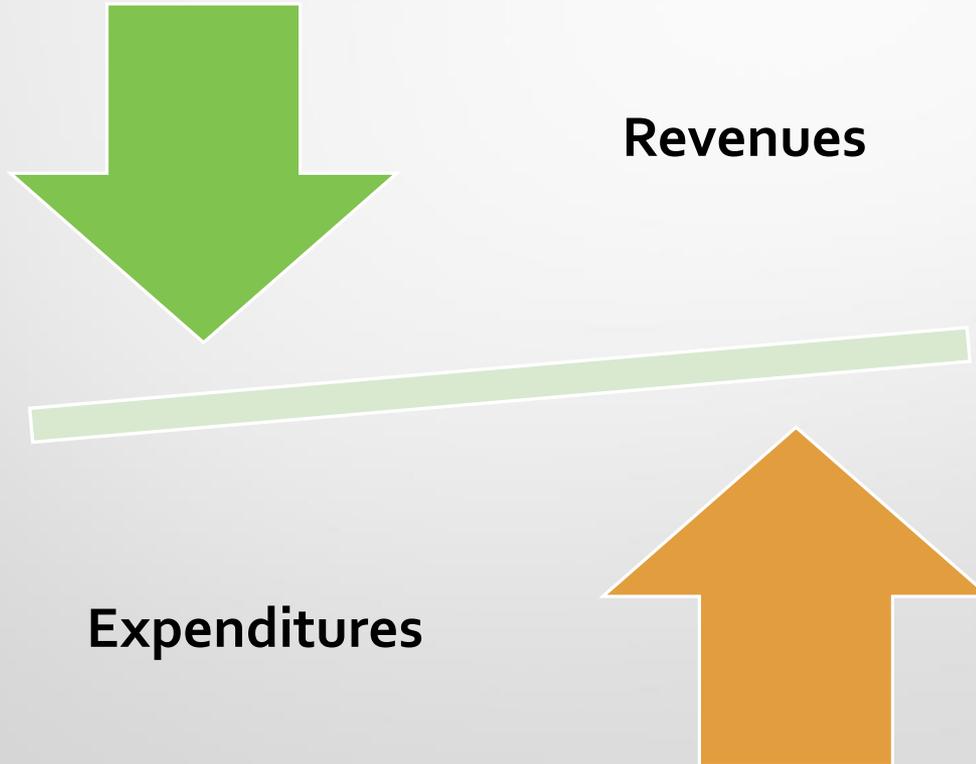
Category	Proposed FY 2020	FY 2019	Variance
Administration (Portion)	\$747,596	\$765,856	(\$18,260)
Police	\$3,941,231	\$3,794,052	\$147,179
Building/Zoning	\$142,074	\$140,921	\$1,153
Health & Welfare	\$7,700	\$7,700	-
Public Works (Portion)	\$460,730	\$451,223	\$9,507
Recreation	\$540,940	\$534,070	\$6,870
Benefits & Insurance (Portion)	\$3,938,097	\$3,891,795	\$46,302
Intergov. Transfer	\$185,000	\$220,000	(\$35,000)
Total	\$9,963,368	\$9,805,616	\$157,751 1.61%

Budget Expenditures General Fund

Expenditure



Budget Revenues vs. Expenditures General Fund



Budget Revenues vs. Expenditures General Fund

Revenues

\$10,013,741

Expenditures

\$9,963,368

Balanced Budget for FY 2020
Projected surplus of \$50,374



Impacts to FY 2020 Budget

- Pension obligations for Uniformed & Non-Uniformed Plans

MMO	2020	2019	2018	2017
Non-Uniform	\$498,641	\$465,570	\$469,889	\$443,158
Uniform	\$1,032,570	\$1,058,363	\$1,051,544	\$1,212,328

Estimated State Aid for FY 2020 is \$309,170

***2018 Unit Value = \$4,684.3885
66 units (23 Police & 20 Non-Uniform)***

Impacts to FY 2020 Budget

- Healthcare Renewal
 - As of October 2019, the renewal for healthcare will **increase 3%**
- **Impact to FY 2020 Budget**
 - In the process of implementing new healthcare plan as part of the Police arbitration award. Budget assumes current plan design of PPO Plus 3B

Group	FY 2020 Cost
AFSCME/Management	\$727,655
Police	\$1,058,031
Police Retirees	\$260,851

Fund	Allocated Portion
General	\$1,678,911
Sewer	\$173,786
Golf	\$146,627



Impacts to FY 2020 Budget Wage Analysis

	2020 Budget	2019 Budget	2018 Budget	2017 Budget
AFSCME	16	16	16	15
Police	27	27	27	27
Management	8	8	8	8

	<u>FY 2020</u>	<u>FY 2019</u>	<u>Difference</u>
AFSCME	\$741,194	\$706,665	\$34,529
Police *w/Chief & Deputy Chief	\$2,957,340	\$2,817,905	\$139,435
Management	\$527,134	\$505,047	\$22,087

Police Contract: 3.25% Raise
AFSCME Contract: 3.0% Raise

Impacts to FY 2020 Budget Debt Service

- Proposed Capital Borrowing for Projects
 - Current annual debt service of \$217,510
 - Proposed Term of 20 years
 - Expires in 2039
 - Provides approximately \$2,780,000 for projects

2020 Township Tax Structure

Real Estate Taxes	Millage Rate
General Purpose	3.360
Debt Service	0.847
Fire Equipment & Firehouses	0.198
Recreation	0.070
Total Real Estate Tax Rate	4.475

Tax	Rate
Realty Transfer Tax	0.50%
Earned Income Tax	0.50%
Per Capita Tax	\$5.00
Local Services Tax	\$52.00
Mechanical Devices Tax	\$225.00

Property Tax Assessment

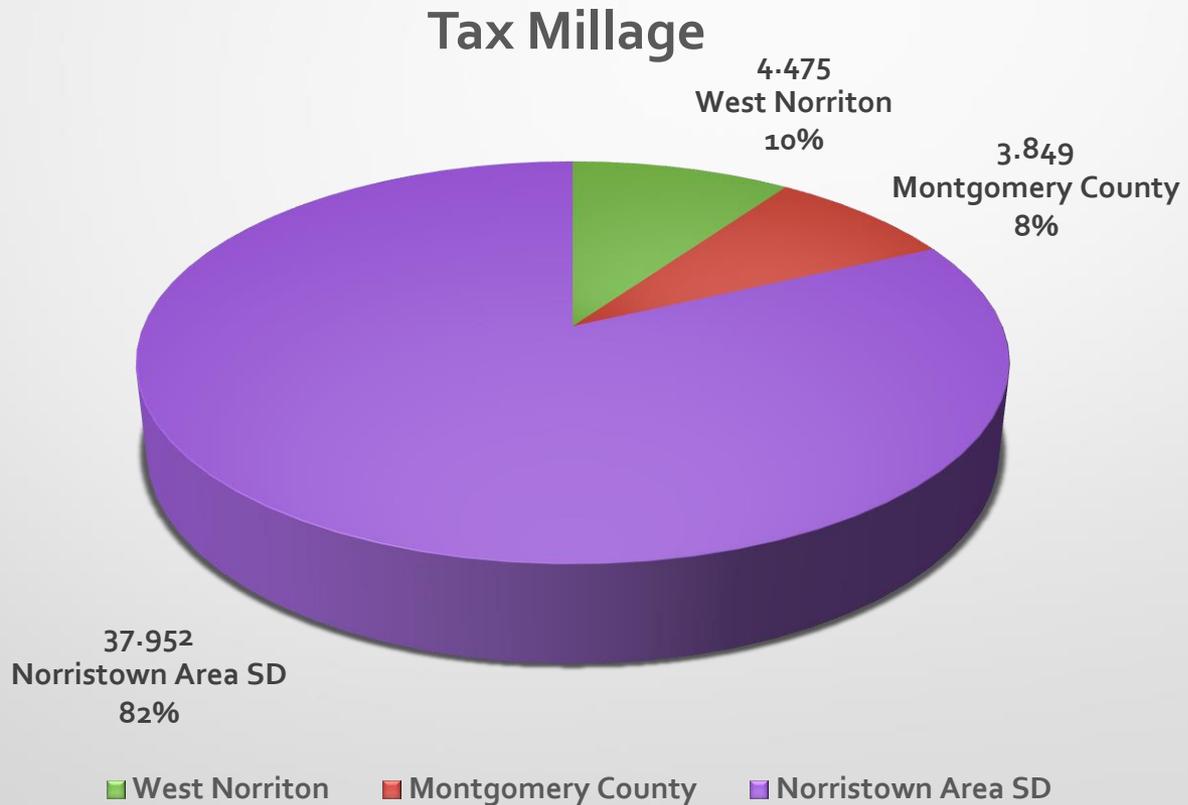
Year	Total Certified Assessed Value	Percent Change From Prior Year
2011	\$972,987,387	
2012	\$971,739,027	-0.13%
2013	\$971,569,521	-0.02%
2014	\$971,061,251	-0.05%
2015	\$973,351,701	0.24%
2016	\$974,934,951	0.16%
2017	\$974,574,922	-0.04%
2018	\$974,882,102	0.03%
2019	\$980,598,291	0.59%
2020	\$981,406,221 (Estimated)	0.08%
Change 2011-2019	\$7,610,904	
Percent Change 2011-2019	0.78%	

Land Use	Assessed Value	Percent of Total Assessed Value
Residential	\$700,238,251	71.9%
Commercial	\$212,400,930	21.8%
Industrial	\$56,791,481	5.8%
Lot	\$2,680,060	0.3%
Agriculture	\$2,296,020	0.2%
Seasonal	\$168,180	0.0%
Total	\$974,574,922	

13% of the Township's real estate is tax exempt.

FY 2020 Total Tax Bill

Assumes no tax increase from County



West Norriton Township's 2019 **total millage rate** ranks 7th highest out of 62 municipalities in Montgomery County.

West Norriton Township's 2019 **township millage rate** ranks 24th out of 62 municipalities in Montgomery County.

Municipality	2019 Montgomery County Millage Rate	2019 Montgomery County Community College Millage Rate	2019 Municipal Millage Rate	2018/2019 School District Millage Rate	Total Millage Rate	Rank in County by Total Millage Rate
Cheltenham	3.45900	0.39000	9.17850	47.05390	60.08140	1
Pottstown	3.45900	0.39000	12.67500	40.62600	57.15000	2
Norristown	3.45900	0.39000	14.70000	36.91900	55.46800	3
Jenkintown	3.45900	0.39000	8.15300	41.26720	53.26920	4
Upper Pottsgrove	3.45900	0.39000	4.00000	37.86300	45.71200	5
Lower Pottsgrove	3.45900	0.39000	3.61800	37.86300	45.33000	6
West Norriton	3.45900	0.39000	4.47500	36.91900	45.24300	7
West Pottsgrove	3.45900	0.39000	2.50000	37.86300	44.21200	8
Lower Moreland	3.45900	0.39000	4.80300	35.19060	43.84260	9
East Norriton	3.45900	0.39000	2.72700	36.91900	43.49500	10
Upper Dublin	3.45900	0.39000	5.84600	33.68260	43.37760	11
Schwenksville	3.45900	0.39000	5.94000	33.23000	43.01900	12
Rockledge	3.45900	0.39000	7.35000	31.77000	42.96900	13
Narberth	3.45900	0.39000	9.71000	28.74770	42.30670	14
Collegeville	3.45900	0.39000	4.90000	33.23000	41.97900	15
Hatboro Borough	3.45900	0.39000	9.23900	28.80200	41.89000	16
Springfield	3.45900	0.39000	4.44100	33.06540	41.35540	17
Royersford	3.45900	0.39000	9.45000	26.85990	40.15890	18
Telford	3.45900	0.39000	6.64000	29.62010	40.10910	19
Abington	3.45900	0.39000	4.44300	31.77000	40.06200	20
Upper Moreland	3.45900	0.39000	5.26900	30.85980	39.97780	21
Lower Frederick	3.45900	0.39000	2.41500	33.23000	39.49400	22
Souderton	3.45900	0.39000	5.78000	29.62010	39.24910	23
Perkiomen	3.45900	0.39000	0.62000	33.23000	37.69900	24
Trappe	3.45900	0.39000	0.47000	33.23000	37.54900	25

Real Estate Tax Bill

Tax Bill

Average home assessment in West Norriton Township is \$125,000

$$\$125,000 \times 4.475 \text{ mils} = \$559.38$$

General - \$419.53

Debt - \$106.28

Fire - \$24.62

Parks - \$8.95



Municipality	2017 Median Housing Value	Rank in county by 2017 Median Housing Value
Lower Merion Township	\$570,400	1
Lower Gwynedd Township	\$480,400	2
Worcester Township	\$446,000	3
Narberth Borough	\$442,500	4
Bryn Athyn Borough	\$435,700	5
Whitpain Township	\$433,500	6
Upper Dublin Township	\$400,000	7
Lower Moreland Township	\$399,500	8
Whitemarsh Township	\$386,500	9
Skippack Township	\$366,200	10
Lower Salford Township	\$366,100	11
Upper Providence Township	\$365,200	12
Upper Salford Township	\$353,800	13
Montgomery Township	\$347,400	14
Salford Township	\$337,600	15
Upper Gwynedd Township	\$336,100	16
West Conshohocken Borough	\$336,000	17
Plymouth Township	\$328,200	18
Horsham Township	\$327,200	19
Upper Merion Township	\$323,200	20
Lower Providence Township	\$321,900	21
Springfield Township	\$319,200	22
Franconia Township	\$318,000	23
New Hanover Township	\$312,100	24
Towamencin Township	\$309,900	25
West Norriton Township	\$215,400	50

West Norriton Township's 2017 median housing value ranks 50th out of 62 municipalities in Montgomery County.

Department Highlights Administration

- Personnel

- Township Commissioners
- Tax Collector
- Township Manager/Secretary
- Assistant Secretary
- Finance Administrator
- Bookkeeper
- Secretary-Code Enforcement
- Receptionist

- Budget Impacts

- Salary costs
- Increased advertising costs & printing



Department Highlights Police



- Personnel

- Chief of Police
- Deputy Chief of Police
- (6) Sergeants
- (3) Detectives
- (4) Corporals
- (12) Patrol
- Lead Clerk
- Secretary
- Receptionist

- Budget Impacts

- Salary & Contractual items
 - Impact of arbitration award
 - New healthcare and longevity schedule
- Maintains existing level and services of the police force



Department Highlights

Building & Zoning

Health & Welfare

- Personnel

- Director of Public Works & Planning

- Budget Impacts

- Salary (portion)
- Code review/inspection costs
- Costs associated with disposal of asphalt and street sweeper



Departmental Highlights

Public Works

- Personnel

- Director of Public Works & Planning
- Foreman
- Assistant Foreman
- (4) Laborers
- Mechanic
- (3) Seasonal



- Budget Impacts

- Maintains all departmental services at current levels

- Department Facts

- 38.14 miles of roadway
- 898 street lights
- 2,054 street signs
- 15 signalized intersections



Departmental Highlights

Parks & Recreation

- Personnel

- Director of Parks & Recreation
- Assistant Director
- Various seasonal employees

- Budget Impacts

- Maintains current programs and services
- Capital Improvements



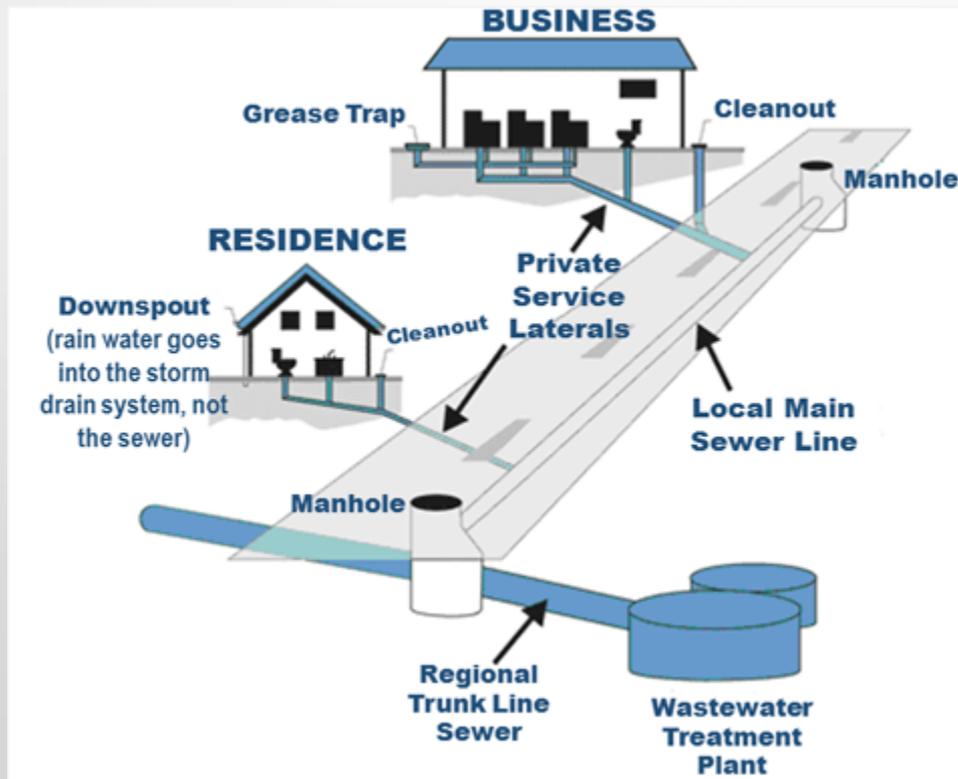


FY 2020 Sewer Fund

West Norriton Township

FY 2020 Sewer Fund

- Sewer Fund revenues reflect rate increase that went into effect on January 1, 2015
 - *No proposed rate increase for FY 2020*

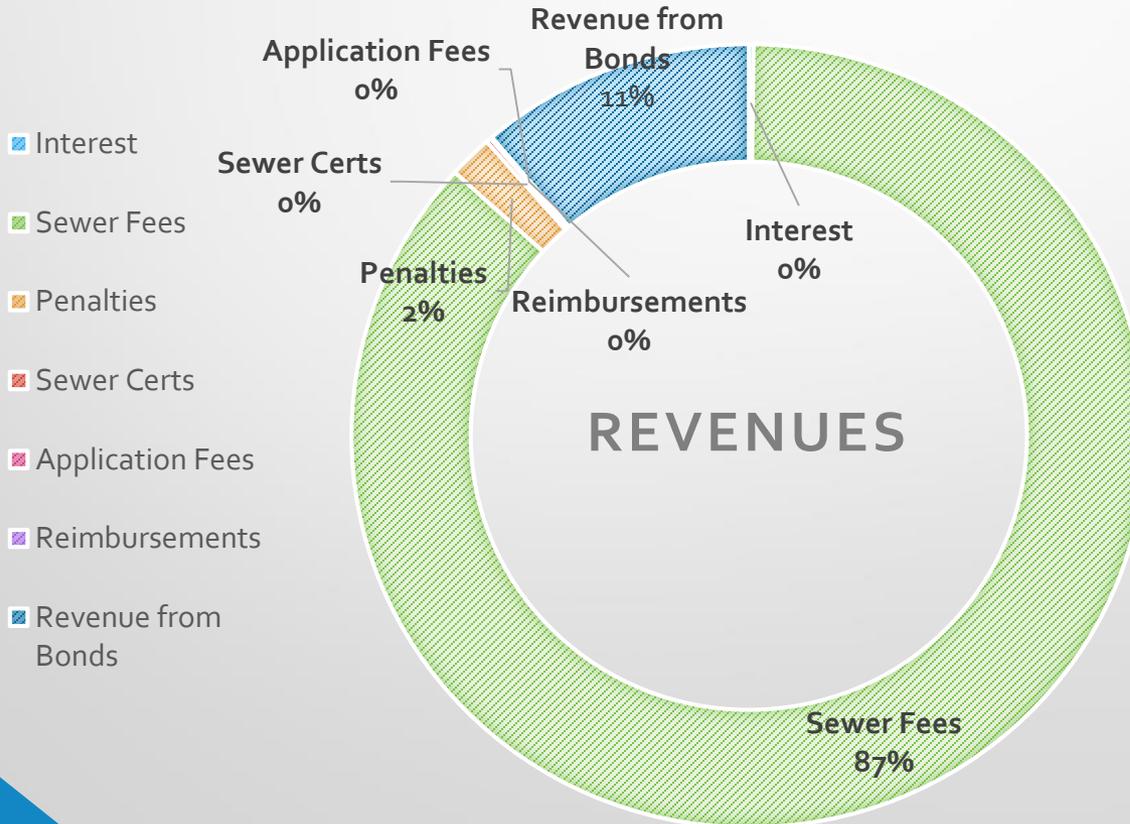


FY 2020 Sewer Fund Revenues

	2017	2017	2018	2018	2019	2019	2020
Account Title	Budget	Actual	Budget	Actual	Budget	Actual	Budget
REVENUES		12/31/2017		12/31/2018		09/31/2019	
Interest	2,500	2,948	2,500	4,585	2,500	20,683	7,500
LSA Grant-Sewer Rehab	0						
Sewer Rental	3,482,189	3,370,507	3,482,189	2,581,686	3,480,000	2,612,663	3,480,000
Penalties on Sewer Rental	71,888	59,253	72,000	55,576	72,000	63,059	72,000
Sewer Certifications	8,000	8,725	8,000	9,390	8,000	8,075	8,000
Application Fees	500	300	500	100	500		500
Sewer Tapping Fees		115,040		2,740		134,216	
Reimbursement Engineer-Devel.	2,500	1,500	2,500	500	2,500	1,000	2,500
Miscellaneous Receipts		150		100		1,550,150	
Refund - Insurance							
Proceeds of Gen. Fixed Assets							
Transfer from General Fund				140,967			
Transfer from Sewer Capital							
Transfer from Capital Reserve							
Transfer from Sinking Fund				274,851			
Revenues Bonds/Notes/Loans	300,000		300,000	0	450,000		450,000
TOTAL REVENUE	3,867,577	3,558,422	3,867,689	3,070,494	4,015,500	4,389,845	4,020,500

FY 2020 Sewer Fund Revenues

Sewer Fees make up 87% of revenues in Sewer Fund



FY 2020 Sewer Fund Expenditures

- Administration (GL 400-401)
- Audit (GL 402)
- Technology (GL 407)
- General Government Building (GL 409)
- Public Works (GL 430-438)
- Benefits & Insurances (GL 483-486)

FY 2020 Sewer Fund Expenditures

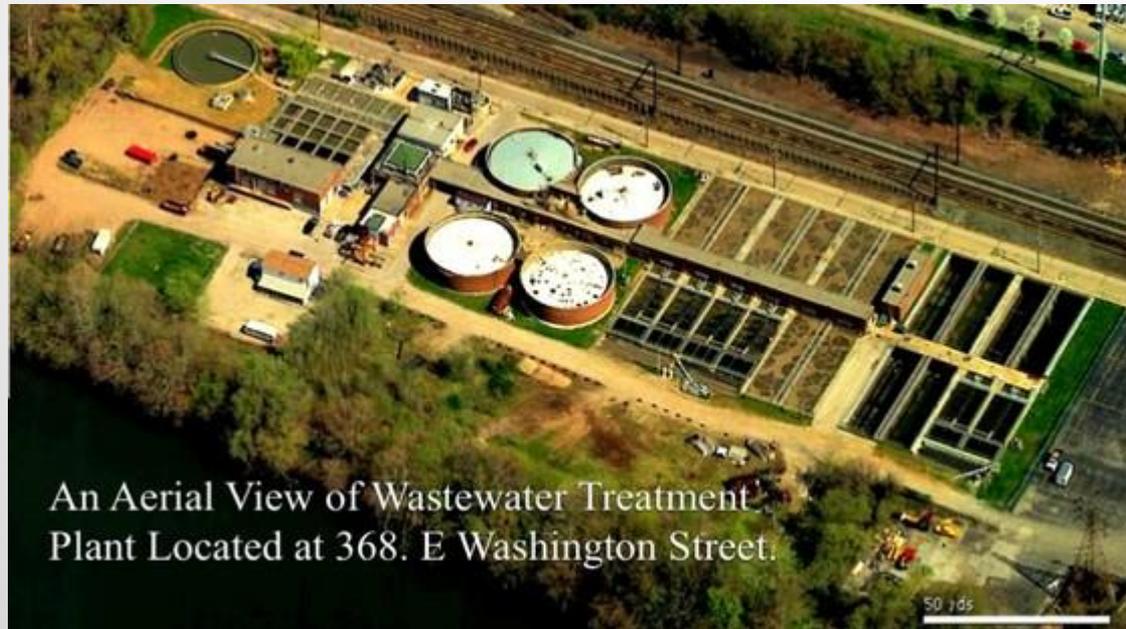
	FY 2020	FY 2019	FY 2018
Administration (400-401)	\$177,670	\$173,819	\$169,838
Audit (402)	\$7,500	\$7,500	\$7,500
Legal (404)	\$36,600	\$36,600	\$36,600
Technology (407)	\$38,500	\$35,952	\$28,834
Gen. Government Building (409)	\$30,810	\$30,810	\$30,810
Sewer (429)	\$2,170,589	\$2,165,839	\$2,060,311
Public Works (430-438)	\$266,026	\$256,728	\$194,741
Benefits & Insurance (483-486)	\$360,308	\$333,325	\$293,899
Debt Service (471-472)	\$617,025	\$623,553	~
Transfer to Debt (492)	\$35,000	\$35,000	\$705,649
Transfer to General (492)	\$0	\$0	\$0
TOTAL	\$3,740,229 0.87% INCREASE	\$3,707,826	\$3,531,482

Sewer Rate Structure

- Base Rate by
 - Category 1: \$42.00 (Single Family)
 - Category 2: \$107.00 (Flat Rate)
 - Category 3: \$82.00 (2/3 Units)
 - Category 4: \$42.00 (4+ Units)
 - Category 5: \$87.00 (Commercial)
- Consumption Rate
 - \$7.51 per 1,000 gallons (over 3,000 gallon credit)
- Consumption Credit
 - 3,000 gallons

Largest Cost of Sewer Fund Sewer Treatment Cost

FY 2020 \$950,000



An Aerial View of Wastewater Treatment
Plant Located at 368. E Washington Street.



Trooper

East Norriton

East Norriton Twp

West Norriton

West Norriton Twp

Norristown

WTP

Budget Revenues vs Expenditures Sewer Fund

Revenues

\$4,020,500

(Includes \$450,000 of bond proceeds for capital)

Expenditures

\$3,740,229

\$280,271 Projected Surplus for FY 2020



FY 2020 Golf Fund

West Norriton Township

Budget Revenues Golf Fund

- Revenues for the FY 2020 Budget have been based on the impact of the weather to the course.
 - Greens Fees and Cart Rentals have been estimated based on this scenario.



Budget Revenues Golf Fund

Account Title	2017 Budget	2017 Actual	2018 Budget	2018 Actual	2019 Budget	2019 Actual	2020 Budget
REVENUES		12/31/2017		12/31/2018		09/31/19	
Interest Earnings	1,000	668	500	2,640		22,960	9,858
Greens Fees	852,000	935,276	887,000	881,100	893,000	866,858	905,000
Membership	85,000	86,195	96,000	136,144	90,000	23,250	120,000
Power Carts	215,000	237,883	215,000	205,860	218,000	220,424	220,000
Gift Certificates (Pro Shop)	0	1,921		3,467	0	-847	0
Outing Deposit	0			0	0	25	0
Handicaps			2,480	0	2,480	506	3,000
Tee-Advertising	1,800		1,800		1,800		1,800
Rent-Grove	0				0		0
Lease-Trinity Broadcasting	46,800	56,100	46,800	4,675	0	93,500	0
Lease Restaurant	25,584	25,584	27,600	26,400	27,600	22,660	27,600
Hand Carts	2,500	1,628	1,800	1,897	1,800	1,916	2,000
Pro Shop Revenue	0				0		0
Sales Tax	12,870	75	13,008	12,471	13,188	13,308	13,320
Miscellaneous Receipts	0	4			0	1,410	0
Proceed on Sale of Fixed Asset	0	40,616			0		0
Transfer from General Fund	0	109,742			0		0
Transfer from Capital Fund					314,719	0	314,463
Transfer from Escrow Fund	136,464	1,190	23,445	121,360	0	0	0
TOTAL REVENUE	1,379,018	1,496,882	1,315,433	1,396,015	1,562,587	1,265,970	1,617,041

Budget Expenditures Golf Fund

	FY 2020	FY 2019	FY 2018
Participant Recreation (452)	\$1,105,057	\$1,040,730	\$999,755
Participant Recreation (453)	\$37,394	\$37,394	\$37,394
Benefits & Insurance (486)	\$160,127	\$155,856	\$163,417
Debt Service (471-472)	\$314,463	\$314,719	~
Transfer to Debt(492)	~	~	\$114,867
Transfer to Capital Reserve (492)	~	~	\$0

Budget Expenditures Highlights Golf Fund

- Wages
 - Maintenance: \$184,280
 - Pro Shop: \$110,000
 - Salaried Staff: \$155,867
 - Part-time Employees: \$150,000
- Agriculture & Chemicals: \$140,000
- Parts: \$79,000
- Healthcare: \$146,627
- Debt Service: \$314,463
 - Making final payment on 2000 Borrowing for Golf Course Renovations.

Budget Revenues vs Expenditures Golf Fund

Revenues

\$1,617,041

Expenditures

\$1,617,041

Capital Planning



Stream Restoration Phase I Hole #15

Proposed Short Course

Proposed Practice Green

New Club House

Stormwater Basin

Club House Basin

Stream Restoration Phase II

Hole #17716 Stormwater Improvements

Stream Restoration Phase I Hole #17716

Maintenance Building Basin

Maintenance Building

Proposed New Banquet/Pro Shop Facility

- No new debt service as part of FY 2020 Budget
- Currently pursuing a RCAP grant





FY 2020 Liquid Fuels Fund

West Norriton Township

Liquid Fuels Fund

- Revenues for fund are based on the state allocation of gas tax receipts
 - Money must be kept from General Fund and interest be kept separate
- Expenses are based on the allowable items through the Liquid Fuels program

Liquid Fuels

Revenues

State Allocation	\$419,251
Interest	\$1,000
Total	\$420,251

- FY 2020 budget includes debt service for a 2017 Cat 420F2IT Backhoe
 - Purchase as part of the CO-STARS Program

Expenses

Traffic Lights	\$20,000
Street Signs	\$7,000
Street Lights	\$90,000
Road Salt	\$35,000
Road Materials	\$10,000
Storm Sewers & Drains	\$20,000
Road Resurfacing	\$206,833
Debt Service	\$31,418
Total	\$420,251

Roads Paved Since 2014





FY 2020 Emergency Services Fund

West Norriton Township

Emergency Services Fund

- Includes expenses for:
 - Allocation to Jefferson Fire Company
 - Fireman's Relief Grant to Jefferson Fire Company
 - Fees associated with fire hydrants in Township
 - Wages and expenses for Fire Marshal & Deputy Fire Marshal
 - Volunteer Fire Service Credit Program
- Revenues for fund:
 - Fireman's Relief Grant
 - Transfer from General Fund
 - Includes Fire Tax Millage



Emergency Services Fund

Revenues

Revenue	
Real Estate Tax	\$188,518
Fireman's Relief	\$99,300
Transfer from General Fund	\$83,482
Total	\$371,300



Expenses

Expense	
Salaries & Wages	\$10,600
Expense-Fire Marshal	\$5,000
Volunteer Fire Service Program	\$15,000
Hydrant Fees	\$68,900
Jefferson FC Allocation	\$172,500
Jefferson FC Fireman's Relief	\$99,300
Total	\$371,300



Questions?