

**Doylestown Township
Ways and Means Committee – Meeting Minutes
March 25, 2015**

| Resident Members | IN | Township Participants | IN |
|-----------------------------|-----------|--|-----------|
| Lee Schwarz – Chairman | X | Ken Snyder - Board of Supervisors Liaison | X |
| Ed Ebenbach – Vice Chairman | X | Stephanie Mason – Township Manager | X |
| Ed Denton | | Ken Wallace – Township Finance Director | X |
| Brenda Bray | X | Richard John – Township Operations | X |
| Emad Abdelnaby – Secretary | X | Sam Bryant – Special Projects Coordinator | X |
| | | Rick Colello – Board of Supervisors Member | |

Mr. Schwarz called the meeting to order at 6:58pm. A quorum was present and the following matters were discussed:

1. At the invitation of Mr. Schwarz, Ms. Bray made a motion to approve the minutes of the previous meeting. Mr. Ebenbach seconded the motion and a unanimous vote was obtained to approve the February 25th meeting minutes.
2. Mr. Wallace provided an update of the Township Finance Report and informed the Committee that the Township’s auditors had finished their work on the 18th of March and that the preparation of a final report for 2014 was underway.
3. Misters Schwarz and Snyder informed the Committee that pricing estimates for the various Township building renovation/construction options are underway. A definitive timeline has not yet been developed, but it has been estimated that preliminary budgets may be available in mid-April 2015.
4. Mr. Schwarz informed the Committee that he, Ms. Mason and Mr. John had reviewed the Capital Expenditure sheet in detail and aligned on the major projects included within it. The ‘Go Green’ grant application for 313 was abandoned when it was learned that the county is studying the same area.
5. Mr. Snyder shared with the Committee a proposal to include an explanatory (narrative) document alongside all major Township expenditures (ie. road work, bike/hike projects, etc.). The proposed, accompanying narrative is intended to ensure clarity and provide information regarding the ‘Who, What, How and When?’ of each major project. Mr. Schwarz has developed a grid to accompany the narrative Mr. Snyder has outlined and examples of both are to be forwarded to the Committee in the coming weeks.
6. Misters Schwarz and Ebenbach lead a discussion regarding preparation for the upcoming April 9th budget work session and preparation for the 2016 budget. Both gentlemen highlighted the intended discussion regarding the current 5-year projections, existing assumptions included within the forecast and potential risks to the forecast. Misters Schwarz and Ebenbach discussed next steps in advance of the work session including Mr. Schwarz’s preparation of summary talking points and Mr. Ebenbach’s preparation of charts to depict the 5-year forecast.
7. Mr. Abdelnaby made a motion to adjourn the meeting. Mr Ebenbach seconded the motion and the meeting was adjourned at 8:20pm.