

## Doylestown Township - Ways and Means Committee

### Agenda for Special Meeting October 9, 2014

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

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

1. Welcome guests- introduce themselves
2. Approval of Prior Meeting Minutes
3. Ed E- update budget projections with latest monthly info
4. In first budget look, status quo is unsustainable. The committee should be prepared to make its recommendations to correct that at next budget work session Oct 17<sup>th</sup>.
  - a. Can spending be reduced to match projected revenue stream,
  - b. Can revenue be increased to cover projected spending
  - c. Is there a balanced solution that includes spending reductions and revenue increases to create a sustainable budget?
    - i. Review the 5 year fund balance impact of current spending trajectory
    - ii. Relief we expected in 2017 from debt service will not be achieved as that \$725,000 will be consumed by operations as currently forecasted.
    - iii. Are low capital expense projections in '16 and beyond valid
    - iv. Add known exploratory/preliminary study cost commitments for 2015 but hold building/ renovation discussion until we have a grasp of what is already in place
    - v. Identify and evaluate cost reduction possibilities
    - vi. Identify mission critical needs
    - vii. Evaluate assets and leases
    - viii. Look at vehicle allocation and utilization
    - ix. Consider changing frequency of repetitive services like grass cutting
    - x. Review offsite fund consumption and limits it puts on grant applications
    - xi. Explore Supervisor health coverage alternatives
    - xii. Fringe benefits review
      1. Health insurance increases of 8% annually have pushed us to \$1 million
        - a. What options are available to reduce cost
        - b. Review employee contributions
      2. Pensions- do we raise employee contributions
    - xiii. Assess the potential sources for additional revenue
      1. user fees
      2. park programs
      3. police services
      4. new taxes
      5. income tax
      6. property tax
  - d. After identifying all possibilities above, what will it take to develop a sustainable long term budget model
    - i. Next, explore what if scenarios to overlay various spending tiers for building /renovation plan and what additional changes will it require
      1. Will be very rough - second building feasibility meeting not being held until Oct 10.

5. Develop the committee position and list of all recommendations. Time and complexity may prevent us from being ready by Oct 17.
  - a. Provide as many choices as possible.
  - b. Determine if we need to wait until after regular meeting Oct 22 to deliver our recommendations
6. New business
7. Adjourn