

## Doylestown Township - Ways and Means Committee

### Agenda for June 25, 2014

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

<b>Resident Members</b>		<b>Township Participants</b>	
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. Update: “Information” tab for Finance/ Ways and Means to post articles and other useful content as part of our budget education process- after speaking with Focus MX
4. Ken and Ed E- Review latest 2014 financials
  - a. New executive summary as first page of the financial report
  - b. 2013 audit and results should be complete and posted
5. Review updated capital projects planning list-
  - a. Grants status from Stephanie.
  - b. Projects status from Dick-
    - i. with 5 months complete, refine the probability of project completion
    - ii. identify projects with high likelihood they will not be done under current capacity or delayed for other reasons
    - iii. specify what it will take to complete
    - iv. advise supervisors – determine if they wish to push forward if possible or accept moving to 2015
  - c. Add new requests for future projects as we become aware of them
6. Review plans to prepare for 2015 budget sessions
  - a. Identify tasks for preparation and help needed from committee members
  - b. Spotlight areas where we need to improve our accuracy
  - c. Begin documenting the procedures to process and preserve our information flow
7. There is no July meeting scheduled. Discuss if there is a need to add a July meeting.
8. New business
9. Adjourn