

**Doylestown Township
Ways and Means Committee – Meeting Minutes
September 24, 2014**

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

Mr. Schwarz called the meeting to order at 6:56pm. A quorum was present and the following matters were discussed:

1. Mr. Ebenbach made a motion to approve minutes of the prior two meetings (July 22 and August 24). Mr. Schwarz seconded the motion and a vote was taken. All present Committee members voted in favor.
2. Mr. Schwarz shared a summary of the Budget discussion that took place on Tuesday, September 23 with members of the Board of Supervisors, Township leadership and members of the Ways and Means Committee.
 - Ms. Mason presented the preliminary 2015 budget in a manner similar to the way it was presented last year.
 - No discussion of the proposed building renovation/construction project was discussed. By extension, no budget related to renovation or construction of the new building was included in the preliminary 2015 budget figures.
 - No staff increase request was included in the proposed budget.
 - No tax increase request was proposed in the budget.
 - A suggestion was made by Mr. Colello that the W&M Committee review the proposed budget and formulate an opinion/recommendation for the Board of Supervisors.
 - Ms. Mason indicated that Township staff were happy that they're at a reasonable staffing level:
 - i. The Police Dept. is requesting that they replace 2 people who are expected to retire in 2015
 - ii. Ms. Lyons suggested during the budget meeting that current contract negotiations may impact the Township's ability to replace these 2 officers and that this would need to be revisited during the contract negotiation process
 - iii. Preliminary '15 budget reflects a 3% increase in police salary; According to Ms. Lyons this would also need to be revisited during the negotiation process.
 - A review of budget figures is planned prior to the next Committee meeting – likely
3. Mr. Ebenbach lead a review of the current 2014 Budget Forecast
 - YTD spending for capital is estimated at \$1.1M (reflecting an increase of ~\$400K)
 - Year end capital spending is projected to be ~ \$2M for the full calendar year
4. Mr. Ebenbach lead a review of the 2015 and out year budget projections
 - General funds are projected to decline YoY at an approximate rate of \$400-500k per year
 - The Committee discussed the rate of YoY declines and the potential implications for the Township including the possible need for cuts in spending and/or an increase in revenues
 - Misters Wallace and Ebenbach indicated that several scenarios for budget would be developed prior to the next Committee meeting for review and discussion
5. A meeting of the newly formed Committee re: the Township building project will meet on October 1, at which point greater clarity will be sought re: if and how this exploratory project might affect the budget

6. To align on assumptions, review the latest budget scenarios and understand the latest, potential implications of the Township building project, a special meeting of Committee will be requested. The target date shall be Thursday, October 9th at 7pm.
7. Motion to adjourn the meeting was made by Mr. Abdelnaby; it was seconded by Mr. Denton
8. The meeting ended at 9:12pm