



# Board of Supervisors / Ways & Means Committee

425 Wells Road  
Doylestown, PA 18901  
<http://doylestownpa.org/>

## Budget Work Session

~ Notes ~

[www.facebook.com/doylestowntwp](http://www.facebook.com/doylestowntwp)  
Twitter: @DoylestownTwp

215-348-9915

---

Tuesday, September 20, 2022

5:00 PM

Public Meeting Room

---

### In Attendance:

*Board of Supervisors:* Chairman Barbara N. Lyons, Vice-Chairman Ryan Manion, Jennifer Herring, Dan Wood and Nancy Santacecilia.

*Ways and Means Committee:* Chairman Brenda Bray

*Pension Advisory Committee:*

*Others in attendance included:* Township Manager Stephanie Mason, Assistant Township Manager Stacy Crandell, Finance Director Ken Wallace, Director of Operations Dave Tomko, Lt. Charles Ziegler, Parks and Recreation Director Karen Sweeney, and Township Budget Analyst Ed Ebenbach.

Ms. Lyons welcomed everyone and called the meeting to order.

### 2023-2027 Financial Planning Drivers- Ken Wallace, Director of Finance/Ed Ebenbach, Budget Analyst

Mr. Wallace and Mr. Ebenbach gave an overview of the forecast and analysis that is being used to formulate the 2023 Budget and five-year forecast. Some highlights include:

- EIT receipts are at historical rates and the Township is over budget on these revenues.
- Pension Payment/Pension Advisory Committee (PAC) Recommendation- Originally the PAC made the recommendation to include extra payments in 2023, 2025, and 2027 to the pension account so the MMO discount rate will be at 6% by 2028. The PAC new recommendation is to be at 6% discount rate by 2026 which will be additional cost of \$200,000.
- Park and Recreation Community Building/Sport Courts Project- Costs/Financing- The May 2022 is estimated at \$9.6million. Ms. Manion wanted to note that the costs include both the building and the sports courts, so residents understood that this was more than just the building. Ms. Lyons asked about the contingency fund. Mr. Wood asked if Mr. Ebenbach could clarify about using cash for the road program and how they will be repaid by Bucks County Water and Sewer Authority. Mr. Wallace and Mr. Ebenbach explained how they would offset the grant award, which is a reimbursement grant using the cell tower funding and some of the American Rescue Plan Funds. Mr. Wallace explained the Township would look to get a bond to pay for the cost of this project which is estimated to be a bond for about \$7.2million.
- Accelerated Road Program- Part 2- Mr. Ebenbach explained that the Board went with the recommendation from the Ways and Means Committee to utilize \$1.6million in reserves to pay for the Accelerated Road Program. The first part of this program should be completed in October 2022. The second part will be 15.6 miles of roadway and will cost about \$3.8million.

The funding for this could come from the same bond that will be issued for the Community Center and Sports Court Project.

**Initial 2022 Forecast/2023 Estimate- Ken Wallace, Finance Director**

Mr. Wallace gave an overview of the preliminary budget estimates for 2023. He explained that operational revenue is going up \$100,000 and pension payments are increasing. The Township is being conservative on real estate transfer tax as interest rates are rising and that will affect the market. Spending is going up about \$500,000 and most of these costs are wages and fringes which includes the extra payments in the MMO for the pensions. Ms. Lyons asked what the proposed increase would be for the employees.

Some of the other increases in costs is the police accreditation, several one-time charges for administration costs, and higher costs for supplies as well as higher costs for new training requirements for new CDL drivers. Ms. Manion said that the new federal law allows for free CDL training for veterans and immigrants from certain countries and the Township should look into that.

Some other costs that was discussed was the rental of the Park and Recreation Trailer, higher costs for performers for summer concerts, printing costs, and equipment at the dog park. Ms. Lyons asked the fees for the dog park and if they were being used to offset the cost of the equipment. Mr. Wallace said that would be the case.

Mr. Wood asked if the new positions were reflected in the chart and Mr. Wallace explained that they were not. Ms. Santacecilia asked about what other grants were applied for the community center building. Ms. Mason explained that the Township applied for Local Share Revenue Grant (funded by casino money) for \$1million but will not receive this round but can reapply for this in the future. Ms. Mason also explained that the Township applied for additional RACP grant funding in the amount of \$4million, which we were encouraged to apply for by our elected state officials.

The next steps in the budget process were discussed. The next budget meeting is scheduled for October 4<sup>th</sup> at 3PM and October 18<sup>th</sup> at 5PM.

Adjourned at 6:00pm.

Respectfully Submitted,



Stephanie J. Mason, Township Secretary