

Doylestown Township Finance Committee Minutes
Wednesday, May 28th, 2025 7:00pm
Doylestown Township Municipal Building, Caucus Room, 425 Wells Road

Attendees (Finance Committee)

- 1) Eric Cornwell, Chairman
- 2) Michael Ivcic, Vice-Chair
- 3) Jason Showmaker, Member
- 4) Absent - Christina Maida

Attendees (Township)

- 1) Jen Herring, Supervisor Liason
- 2) Stephanie Mason, Township Manager
- 3) Ken Wallace, Finance Director
- 4) Anne Marie Dobson, Assistant Finance Director
- 5) Ed Ebenbach, Budget Analyst

Call to Order: Meeting commenced at 7:03PM

1. Minutes Approval: Motion to approve March 26th, 2025 minutes made by Mr. Showmaker seconded by Mr. Ivcic. Motion passed unanimously.

2. 2026 Capital Funding - Anne Marie Dobson provided an overview of the capital fund balance. Capital requests are continuing to increase. For 2025, the Township is using \$1.2M in budget surplus to fund capital; township will likely not continue funding capital this way. Discussed prior millage plan and provided an overview of the 'capital funds'. There are currently 3 funds make up the revenue and spending of capital: capital Reserve & Offsite & Park and Recreation. Overview of the grant process; grants typically are reimbursed between 30-90 days.

- Reserves were used over the last few years for multiple projects:
- Community Recreation Center
- Accelerated Road Program
- Funding Capital

2026 Capital Planning highlights:

- The Township needs a pause to finish the capital projects that were already approved and establish a long-term funding plan
- Finance proposes no new capital requests for 2026 budget cycle

2026 Budget Recommendation:

- Millage: 1mill increase into the General Fund to fund capital (approx. \$280,341)
- Budget Surplus: any budget surplus in that year, will assist to fund next fiscal year capital projects
- No more than 7 projects but must stay within the millage/budget surplus amount

- This excludes roads, bridges, and trail maintenance; separate fund and millage assigned

Mr. Cornwell asked about the Country Club easement; Ms. Mason confirmed that the easement expires in January 2027.

3. Capital Long Term Funding - Dependent on the budget work session discussions, finance will look to create a long-term funding plan for capital

- Items up for discussion:
 - Create a gradual millage increase approach
 - Continue to limit/push out capital until proper funding is in place

4. Budget Work Session Topics: The budget workshop will be held Tuesday, June 3rd, 2025 at 5PM discussing possible subjects to include but not limited to: Review of 2024 Final Results, 2026 Capital Planning & Long-Term Capital Planning.

5. Adjournment - Motion to adjourn made by Mr. Showmaker seconded by Mr. Ivcic, all in favor. Meeting adjourned at 8:07PM.

Respectfully submitted,
Jason Showmaker
Finance Committee