

**Finance Committee Meeting Minutes  
Montgomery Township  
Monday, March 21, 2016**

The Finance Committee meeting of March 21, 2016 was called to order by Chairperson Mary Griffith-Alfarano at 7:15 pm.

Present at the meeting were:

Committee Members: Mary Griffith-Alfarano, Jim Kelly, Anthony Diasio, John Holsinger and John Dale  
Board of Supervisor: Bob Birch  
Finance Director: Ami Tarburton  
Accounting Supervisor: Vickie Zidek

On a motion by Mr. Diasio, seconded by Mr. Kelly, the Minutes of the January 18, 2016 meeting were approved.

Ms. Tarburton reviewed for the committee members the information from the various financial reports prepared for the Committee and the Board of Supervisors as of February 29, 2016. Listed below is the information from those reports:

- Tax Revenue Collections
  - Real Estate Tax Collections are up \$1,300, as compared to same period prior year. Tax bills were mailed to residents in February and as such, minimal tax revenue is expected in February. March through April is known as the 'discount period' where residents receive a 2% discount for payment during that time, and the bulk of these tax revenues will be collected during these months.
  - Earned Income Tax (EIT) collections in the General Fund are up 4.6% or almost \$50K above February of the prior year. Berkheimer reported increased year-end bonuses as a reason for this increase in revenue.
  - Real Estate Transfer Tax Revenues are up 109% or \$40K as compared to same period prior year. Receipts reported in February are for January. This increase is due to a couple of commercial real estate transactions that occurred in January of 2016, as opposed to only residential transactions in January of 2015.
  - Mercantile Tax revenue collections are up 31% or \$138K as compared to same period prior year. The due date for this tax is March 15<sup>th</sup>. Revenue collections are highest during the months of February, March and April.
  - Local Services Tax (LST) revenue collections are up almost \$11K or 9.7%. The first due date for employer remittances for 2016 is April 30<sup>th</sup>.
  - Amusement tax receipts are up \$2,400 as compare to same period prior year.
  - Business Privilege Tax (BPT) receipts are up 47.6% (almost \$50K) as compared to same period prior year. The due date for this tax is March

15<sup>th</sup>. Revenue collections are highest during the months of February, March and April.

- Overall tax revenues are up 16.7%, almost \$300K, as compared to the same period last year. This is due mainly to Business Privilege and Mercantile Tax receipts as above described. This is a timing issue, as some of our larger taxpayers have submitted their 2016 tax returns earlier than in prior years.
- Other Revenue Sources
  - Building Permit revenues are up 45% (\$29K) as compared to same period 2015. The primary season for this revenue source is spring into summer.
  - Cable Franchise Fees are up about 3% as compared to same period 2015.
  - Overall revenues are up 17.8% or \$359K compared to February 2015. The largest component of this is related to the Business Privilege and Mercantile Tax Revenues.
- Expenditures
  - Overall year to date expenditures are up slightly as compared to same period prior year. Most of this increase can be attributed to the significant snow storm we dealt with this winter.

In other business, the Committee discussed Rec Center memberships and if there are any discussions in changing the family memberships, Rec Center alcohol policy for rentals, possibility of a snack bar at the Rec Center, marketing for the Rec Center, and theme nights, such as teen nights and Wii tournaments, at the Rec Center. The Committee has asked to see financial reports for the Rec Center. This will be provided to the Committee at the April meeting.

The next meeting will be held April 18, 2016.

There being no further business, the meeting adjourned at 8:00 pm.

Respectfully Submitted,

Victoria M. Zidek  
Accounting Supervisor