

**MONTGOMERY TOWNSHIP
AGENDA
FINANCE COMMITTEE
Thursday, March 27, 2014
7:30 pm**

1. Call to order
2. Approval of Meeting Minutes of February 27, 2014 Meeting
3. Updated and new business including review of:
 - February 2014 Financial Reports
 - Business Tax Report
 - Real Estate Report
 - Investment Report
 - Fund Balance Report
 - IT Report
4. Other Business
5. Adjournment

Montgomery Township Inter-Office Memo

To: Lawrence J. Gregan, Township Manager
From: Shannon Q. Drosnock, Finance Director 
Date: March 12, 2014
Subject: February 2014 Finance Department Report

Following is a list of activities and notes of interest for the Finance Department for the Month of February 2014:

- February was "Audit Month" in the Finance Department. Auditors from Maillie were on site for five days to perform the audit field work. Finance department staff responded effectively and efficiently to the information requests from the auditors who completed their field work on schedule. We are currently following up with the auditors on several outstanding issues including preparation of the Management Discussion and Analysis (MD&A). The auditors will be preparing the Annual Audit and Financial Information report required by the PA Department of Community and Economic Development (DCED) by March 31st and the Township's Annual Financial Report.
- During the month of February the Finance Director met with members of FDMT to review 2013 audit information. Additionally, the Director met to help the members set up their financial statements in Quickbooks and began a training program with them to help their new Treasurer transition into the role.
- During the month of February, staff continued processing the 4th Quarter 2013 LST returns and the 2014 Business Privilege and Mercantile Tax returns. Staff processed 471 tax returns. The annual due date for the BP/Mercantile Tax is March 15th.
- During the month of February staff provided information to our pension actuary firm, Conrad Siegel, to begin the Act 205 valuation and for completion of the GASB 45 valuation. The Act 205 valuation is required by the State and is completed every two years. It is the actuarial report used as the basis for establishing the annual Minimum Municipal Obligation (MMO). The GASB 45 report is required by the Governmental Accounting Standards Board (GASB) to determine the accrued liability the Township has to fund the post-retirement medical benefits provided to our provided to our Police per the terms of the Collective Bargaining Agreement. While the Township is not required to

contribute an amount each year into a segregated fund for this purpose, it is required to show the accrued benefit on the financial statements.

- During the month of February staff worked on analysis of winter storm costs and their impact on the budget. This information was presented to the Township Manager, Public Works Director and the Finance Committee in the February Committee meeting.
- During the month of February, staff continued to work on the RFP for Finance Software. Staff is now in the stages of meeting with members of various departments to review the modules and components that will impact other departments such as HR, Planning and Zoning and Public Works.
- Patricia Gallagher sent out the 2014 Real Estate Tax bills for the Township and County taxes at the end of February. These bills also include the annual Street Light Assessment charges which are used for payment of street light charges in various developments throughout the Township. Representatives of the Tax Collector will be on site at the Township Building on specific dates prior to the end of the discount period of April 30th. A secure box is available in the Finance Department for depositing payments when representatives of the Tax Collector are not available on site.

The following reports and charts are included with this report:

- Statement of Changes in Fund Balances Report for General Fund as of February 28, 2014 with notes.
- Chart comparing the Local Enabling Tax receipts year to date to the same time period in 2013.
- Chart showing the comparison of the General Fund's Projected Cash Balances in 2013 vs. 2014. Note that the year end fund balance projection for 2014 is based on actual revenues and expenditures as of February 2014 with the projected revenues and expenditures for February through December. The projected revenues/expenditures are based on the monthly revenue and expenditures percentages from 2013 applied to the 2014 Budget.
- Earned Income Tax Revenue comparison report.
- Side by Side Fund Balance report showing the fund balances currently available in each of the Township's twenty (20) funds and the change in the fund balances since the beginning of the year.
- A copy of the Business Tax Collection, Real Estate Tax Collector's, Investment Management Schedule and Technology Manager's reports for the Month of February 2014.

Notes to Statement of Changes in Fund Balance
Report- General Fund
February 2014 vs February 2013

- Real Estate Tax Collections are up \$6.2K, as compared to same period prior year. Tax bills were not mailed to residents until mid to late February and as such, minimal tax revenue is expected in January and February. March through May is known as 'the discount period' where residents receive a 2% discount for payment during that time.
- Earned Income Tax (EIT) collections in the General Fund are up 14% or \$131K above February of the prior year. This is a significant increase with receipts for February exceeding \$800K. Typically February receipts are in the \$500K range. The attached Earned Income Tax revenue report shows the typical cycle for EIT collections.
- Real Estate Transfer Tax Revenues are down 23% or \$14K as compared to same period prior year. Receipts reported in February are for January.
- Mercantile Tax revenue collections are up 34% or \$103K as compared to same period prior year. Analysis has shown that receipts are being received earlier each year. The due date for this tax is March 15th. Revenue collections are highest during the months of February, March and April.
- Local Services Tax revenue collections are up 4% or \$5K.
- Amusement tax receipts are down 18.9% or \$2K as compared to prior year. This revenue stream represents only .5% of all tax revenues to the General Fund of the Township.
- Business Privilege Tax (BPT) receipts are down 67% (\$83K) as compared to same period prior year. Included in this decrease is a refund of a multi-year appeal which was a one-time event. The due date for this tax is March 15th. Revenue collections are highest during the months of February, March and April.
- Overall tax revenues are up 9.4% or \$146K as compared to same period prior year. This is due mainly to the EIT receipts and Mercantile Tax receipts as above described.

- Other Revenue Sources

- Building Permit revenues are down 9% or \$7.5K compared to same period 2013. The primary season for this revenue source is spring into summer.
- Cable Franchise Fees are up 9.4% or \$12K above same period prior year. The Township is currently in the process of negotiating its Cable Franchise Agreement with Comcast which is set to expire the 4th quarter of this year.
- Overall revenues are up 6.5% or \$120K compared to February 2013. The largest component of this is related to the Earned Income and Mercantile Taxes.

- Expenditures

- Overall year to date expenditures are reporting up 18% or \$207K. This primary factor for this is the Public Works expenses which are significantly higher than prior year as a result of the numerous and severe snow storms that have occurred this winter. Staff is tracking the snow related costs.

**MONTGOMERY TOWNSHIP
STATEMENT OF CHANGES IN FUND BALANCE
GENERAL FUND
AS OF FEBRUARY 28, 2014**

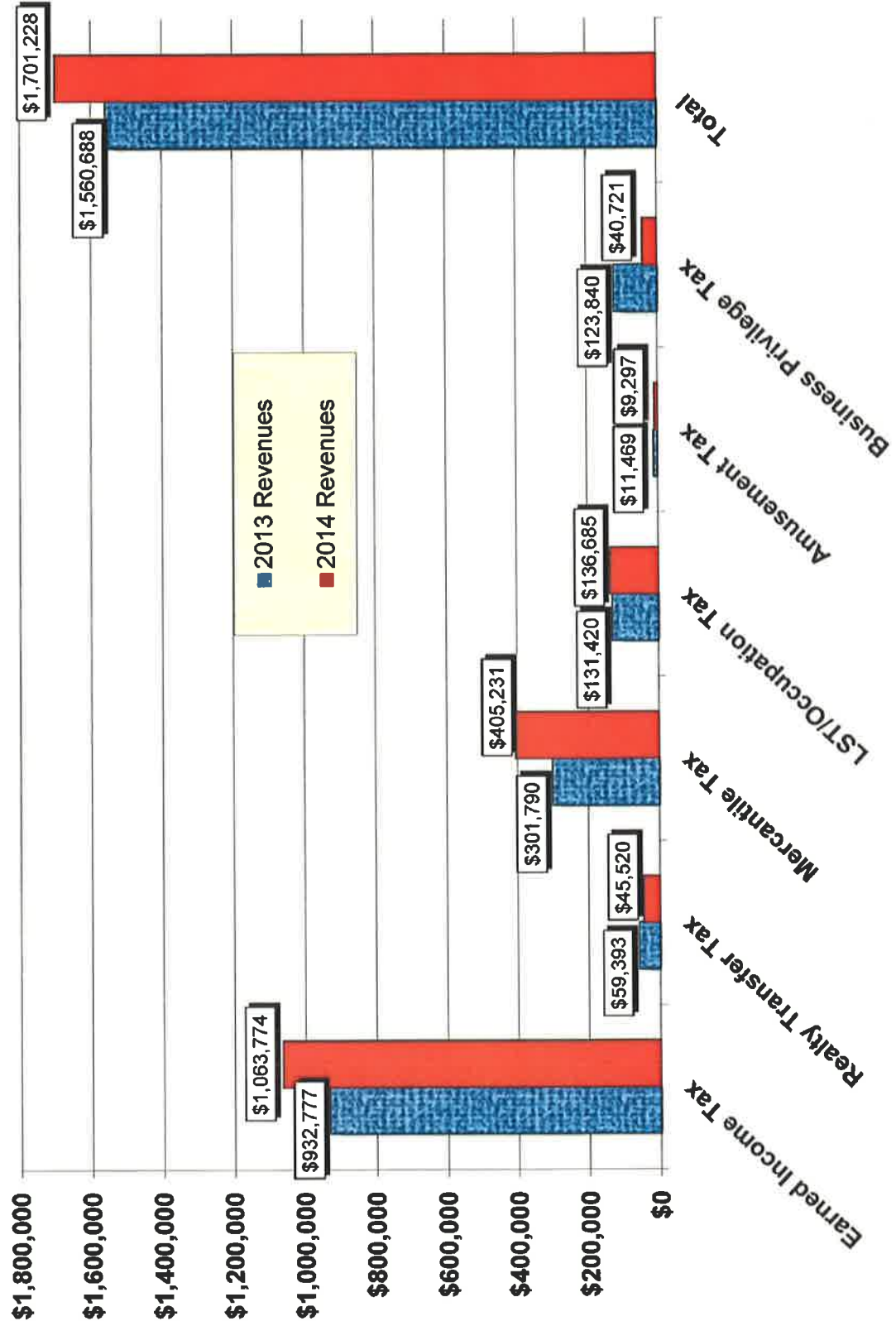
February

							DOLLAR	PERCENT
	2014 BUDGET (1)	2014 ACTUAL (2)	% of TOTAL (3)	2013 BUDGET (4)	2013 ACTUAL (5)	% of TOTAL (6)	VARIANCE 2013-2014 ACTUAL (2 - 5)	VARIANCE 2013-2014 ACTUAL (2 - 5)
REVENUES								
Taxes								
Real Estate Tax	1,590,800	7,509	0.4%	1,584,400	1,224	0.1%	6,285	513.3%
Earned Income Tax	4,390,000	1,063,774	53.7%	3,935,000	932,777	50.1%	130,997	14.0%
Real Estate Transfer Tax	700,000	45,520	2.3%	650,000	59,393	3.2%	(13,873)	-23.4%
Mercantile Tax	1,875,000	405,231	20.5%	1,930,000	301,790	16.2%	103,442	34.3%
Local Services Tax	544,000	136,685	6.9%	542,000	131,420	7.1%	5,265	4.0%
Amusement Tax	77,000	9,297	0.5%	77,000	11,469	0.6%	(2,172)	-18.9%
Business Privilege Tax	760,000	40,721	2.1%	830,000	123,840	6.7%	(83,118)	-67.1%
Total Taxes	9,936,800	1,708,737	86.3%	9,548,400	1,561,912	83.9%	146,824	9.4%
Permits and Licenses								
Building Permits	525,150	76,760	3.9%	595,000	84,342	4.5%	(7,582)	-9.0%
Cable TV	500,000	144,429	7.3%	480,000	131,962	7.1%	12,467	9.4%
All Others	70,800	14,573	0.7%	65,800	13,143	0.7%	1,430	10.9%
Total Permits and Licenses	1,095,950	235,762	11.9%	1,140,800	229,447	12.3%	6,315	2.8%
Other Sources								
Fines	168,000	25,254	1.3%	135,000	27,809	1.5%	(2,555)	-9.2%
Interest	18,800	2,015	0.1%	29,500	1,449	0.1%	566	39.1%
Grants	503,000	-	0.0%	426,500	989	0.1%	(989)	-100.0%
Department Services	70,900	9,223	0.5%	74,900	16,412	0.9%	(7,189)	-43.8%
Other Financing Sources	76,000	-	0.0%	85,000	22,600	1.2%	(22,600)	-100.0%
	836,700	36,491	1.8%	750,900	69,259	3.7%	(32,767)	-47.3%
TOTAL REVENUES	11,869,450	1,980,990	100.0%	11,440,100	1,860,618	100.0%	120,372	6.5%
EXPENSES								
Administration	1,254,685	127,974	9.7%	1,157,320	131,869	11.8%	(3,895)	-3.0%
Finance	1,077,260	101,828	7.7%	858,600	78,108	7.0%	23,720	30.4%
Police	6,196,050	729,299	55.1%	5,994,410	698,299	62.5%	31,000	4.4%
Code	887,735	90,712	6.8%	829,430	74,678	6.7%	16,033	21.5%
Public Works	1,973,625	274,900	20.8%	1,928,780	134,731	12.1%	140,170	-104.0%
Other Financing Uses	-	-	0.0%	-	-	0.0%	0	
TOTAL EXPENSES	11,389,355	1,324,713	100.0%	10,768,540	1,117,685	100.0%	207,028	18.5%
NET REVENUES/(EXPENSES)	480,095	656,277		671,560	742,933		(86,656)	-11.7%
INCOMING TRANSFERS	442,650	-		232,220	-		0	
OUTGOING TRANSFERS	(896,408)	(149,330)		(866,090)	(44,816)		(104,514)	233.2%
{DEFICIT}/SURPLUS	26,337	506,948		37,690	698,117		(191,169)	-27.4%
BEGINNING FUND BALANCE	2,820,561	2,995,701		2,820,561	3,208,857		(213,156)	-6.6%
ENDING FUND BALANCE	2,846,898	3,502,648		2,858,251	3,906,974		(404,325)	-10.3%

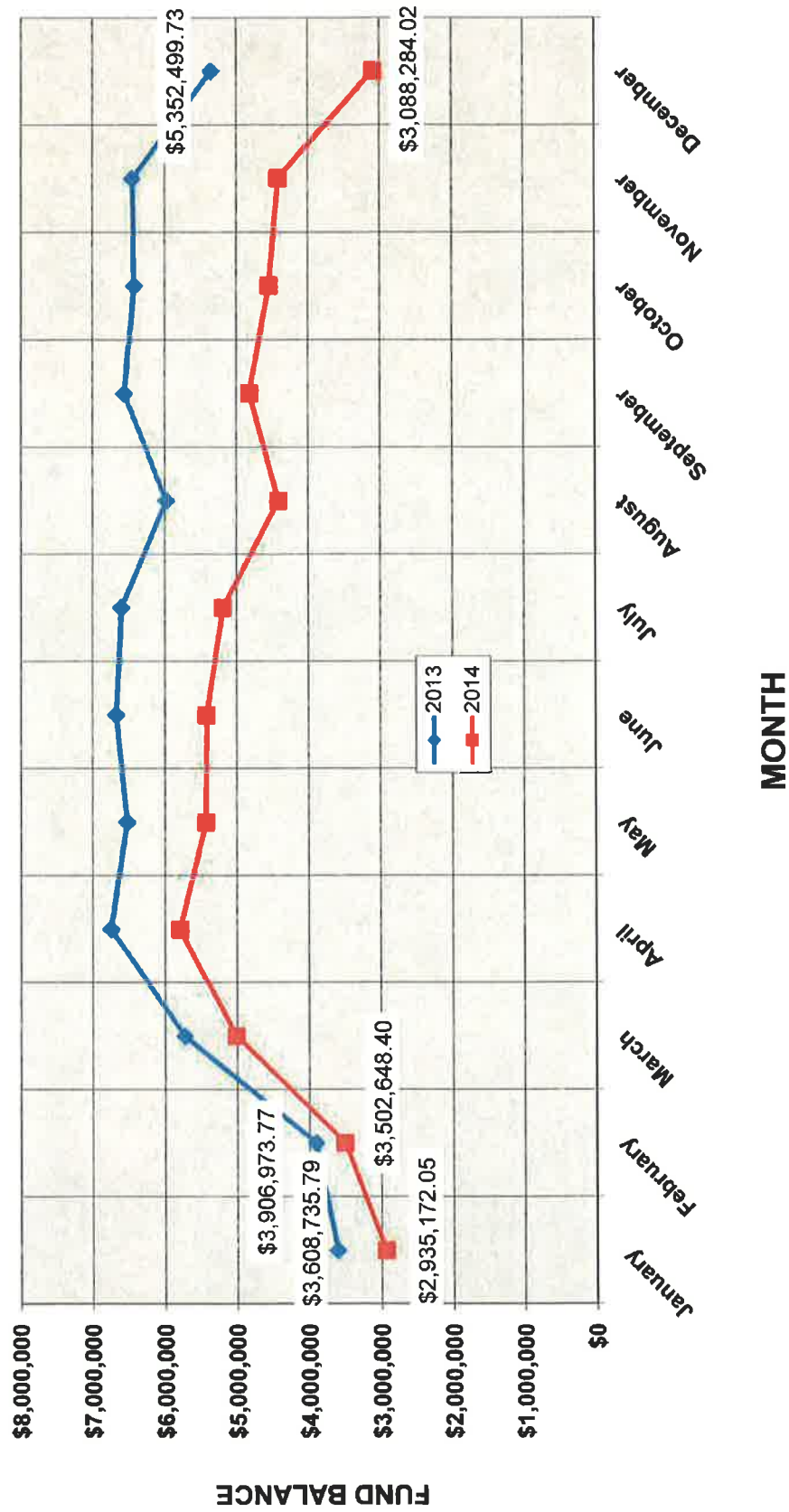
**MONTGOMERY TOWNSHIP
STATEMENT OF CHANGES IN FUND BALANCE
GENERAL FUND
AS OF FEBRUARY 28, 2014**

February				DOLLAR	PERCENT
	February 2014 Monthly Budget	2014 YTD BUDGET (1)	2014 ACTUAL (2)	VARIANCE Monthly Budget to Actual	VARIANCE Monthly Budget to Actual
REVENUES					
Taxes					
Real Estate Tax	(6,055)	1,590,800	7,509	13,564	0.9%
Earned Income Tax	843,562	4,390,000	1,063,774	220,211	5.0%
Real Estate Transfer Tax	58,323	700,000	45,520	(12,803)	-1.8%
Mercantile Tax	239,713	1,875,000	405,231	165,518	8.8%
Occupation Privilege Tax/Local Services Tax	146,413	544,000	136,685	(9,728)	-1.8%
Amusement Tax	8,598	77,000	9,297	699	0.9%
Business Privilege Tax	85,346	760,000	40,721	(44,625)	-5.9%
Total Taxes	1,375,900	9,936,800	1,708,737	332,836	3.3%
Permits and Licenses					
Building Permits	95,000	525,150	76,760	(18,240)	-3.5%
Cable TV	134,800	500,000	144,429	9,629	1.9%
All Others	11,861	70,800	14,573	2,712	3.8%
Total Permits and Licenses	241,661	1,095,950	235,762	(5,899)	-0.5%
Other Sources					
Fines	32,703	168,000	25,254	(7,450)	-4.4%
Interest	708	18,800	2,015	1,307	7.0%
Grants	2,510	503,000	-	(2,510)	-0.5%
Department Services	7,662	70,900	9,223	1,561	2.2%
Other Financing Sources	138	76,000	-	(138)	-0.2%
Total Other Sources	43,722	836,700	36,491	(7,230)	-0.9%
TOTAL REVENUES	1,661,283	11,869,450	1,980,990	319,708	2.7%
EXPENSES					
Administration	119,484	1,254,685	127,974	8,490	0.7%
Finance	94,959	1,077,260	101,828	6,869	0.6%
Police	653,141	6,196,050	729,299	76,158	1.2%
Code	75,664	887,735	90,712	15,048	1.7%
Public Works	152,676	1,973,625	274,900	122,224	6.2%
Other Financing Uses	-	-	-	-	-
TOTAL EXPENSES	1,095,924	11,389,355	1,324,713	228,788	2.0%
NET REVENUES/(EXPENSES)	565,358	480,095	656,277	90,919	13.9%

Local Enabling Tax Revenue Comparison 2013 - 2014 As of February 28, 2014



**GENERAL FUND CASH BALANCE
2013 ACTUAL VS 2014 PROJECTION
AS OF FEBRUARY 28, 2014**



Cash Balance - General Fund 2013

	Beginning Bal	Revenues	Expenditures	Ending Balance
January	\$3,208,857.09	\$783,578.71	\$383,700.01	\$3,608,735.79
February	\$3,608,735.79	\$1,077,039.38	\$778,801.40	\$3,906,973.77
March	\$3,906,973.77	\$2,799,363.31	\$975,200.78	\$5,731,136.30
April	\$5,731,136.30	\$1,863,594.58	\$851,475.87	\$6,743,255.01
May	\$6,743,255.01	\$743,207.15	\$964,843.49	\$6,521,618.67
June	\$6,521,618.67	\$974,067.56	\$828,811.65	\$6,666,874.58
July	\$6,666,874.58	\$909,696.50	\$975,701.77	\$6,600,869.31
August	\$6,600,869.31	\$568,394.25	\$1,186,093.68	\$5,983,169.88
September	\$5,983,169.88	\$1,319,364.24	\$741,474.27	\$6,561,059.85
October	\$6,561,059.85	\$715,375.52	\$852,430.62	\$6,424,004.75
November	\$6,424,004.75	\$944,630.09	\$911,764.22	\$6,456,870.62
December (prior to surplus balance transfer)	\$6,456,870.62	\$704,793.21	\$1,809,164.10	\$5,352,499.73
	PROJECTED	\$13,403,104.50	\$11,259,461.86	
	FINAL BUDGET	\$11,672,320.00	\$11,834,630.00	
	OVER/(UNDER)	\$1,730,784.50	(\$575,168.14)	
	OVER/(UNDER)	14.83%	-4.86%	

General Fund Cash Balance Projection 2014

January	\$2,995,700.73	\$544,631.00	\$605,159.68	\$2,935,172.05
February	\$2,935,172.05	\$1,436,359.09	\$868,882.74	\$3,502,648.40
March	\$3,502,648.40	\$2,571,496.85	\$1,064,090.43	\$5,010,054.82
April	\$5,010,054.82	\$1,711,899.12	\$929,087.99	\$5,792,865.95
May	\$5,792,865.95	\$682,710.54	\$1,052,789.08	\$5,422,787.42
June	\$5,422,787.42	\$894,779.06	\$904,357.92	\$5,413,208.56
July	\$5,413,208.56	\$835,647.76	\$1,064,637.09	\$5,184,219.23
August	\$5,184,219.23	\$522,127.31	\$1,294,206.24	\$4,412,140.29
September	\$4,412,140.29	\$1,211,968.80	\$809,059.73	\$4,815,049.36
October	\$4,815,049.36	\$657,144.39	\$930,129.76	\$4,542,063.99
November	\$4,542,063.99	\$867,737.78	\$994,871.63	\$4,414,930.14
December	\$4,414,930.14	\$647,423.47	\$1,974,069.60	\$3,088,284.02
	PROJECTED	\$12,583,925.17	\$12,491,341.88	
	BUDGET	\$12,312,100.00	\$12,285,763.00	
	OVER/(UNDER)	\$271,825.17	\$205,578.88	
	OVER/(UNDER)	2.21%	1.67%	

EIT Revenues - All Funds 2009-2014

	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Projection
January	\$ 198,653.38	\$ 155,295.63	\$ 158,257.14	\$ 197,259.13	\$ 535,759.55	\$ 249,949.20 A
February	\$ 514,210.32	\$ 572,852.38	\$ 410,595.47	\$ 538,222.66	\$ 397,017.02	\$ 813,824.55 A
March	\$ 339,228.16	\$ 277,442.94	\$ 464,181.56	\$ 307,230.24	\$ 666,263.64	\$ 666,263.64 E
April	\$ 356,292.49	\$ 389,664.19	\$ 383,464.33	\$ 496,591.48	\$ 381,095.99	\$ 381,095.99 E
May	\$ 721,936.71	\$ 799,890.40	\$ 534,941.46	\$ 476,145.96	\$ 320,503.58	\$ 320,503.58 E
June	\$ 276,479.82	\$ 142,114.32	\$ 353,990.62	\$ 301,908.59	\$ 653,590.27	\$ 653,590.27 E
July	\$ 105,750.48	\$ 129,589.83	\$ 166,301.55	\$ 356,442.04	\$ 390,585.66	\$ 390,585.66 E
August	\$ 632,303.66	\$ 587,764.98	\$ 386,899.05	\$ 359,978.62	\$ 297,611.83	\$ 297,611.83 E
September	\$ 203,019.57	\$ 205,802.98	\$ 487,611.63	\$ 241,508.20	\$ 443,941.20	\$ 443,941.20 E
October	\$ 158,849.96	\$ 142,752.49	\$ 110,403.82	\$ 390,398.27	\$ 240,987.76	\$ 240,987.76 E
November	\$ 577,861.85	\$ 449,050.83	\$ 488,346.94	\$ 352,140.12	\$ 604,921.93	\$ 604,921.93 E
December	\$ 62,726.74	\$ 305,104.26	\$ 340,772.63	\$ 426,915.26	\$ 414,332.39	\$ 414,332.39 E
Subtotal collections	\$ 4,147,313.14	\$ 4,157,325.23	\$ 4,285,766.20	\$ 4,444,740.57	\$ 5,346,610.82	\$ 5,477,608.00

0.24% 3.09% 3.71% 20.29% 2.45%

- FUND ACCOUNTING
DATE: 03/10/14
TIME: 11:12:56

SELECTION CRITERIA: YF='14'

MONTGOMERY TOWNSHIP
SIDE BY SIDE BALANCE SHEET

PAGE NUMBER: 1
GENRPT41.4GL
REPORT ID: 00498

LINE	DESCRIPTION	FUND 01 FEBRUARY 2014	FUND 04	FUND 05	FUND 06	FUND 07
5	ASSETS					
10	SHORT TERM ASSETS					
15	CASH & CASH EQUIVALENTS	3,174,609.72	202,777.71	564,475.20	106,065.84	581,514.33
17	INVESTMENTS	0.00	0.00	0.00	0.00	0.00
20	DUE TO/FROM	92.09	0.00	0.00	0.00	0.00
25	ACCOUNTS RECEIVABLE	1,196,163.92	17,456.49	11,202.81	114.55	634.01
30	PREPAID ASSETS	0.00	0.00	0.00	0.00	0.00
35	SUBTOTAL SHORT TERM ASSETS	4,370,865.73	220,234.20	575,678.01	106,180.39	582,148.34
40	LONG TERM ASSETS					
45	FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
50	ACCUMULATED DEPRECIATION FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
55	INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
57	ACCUMULATED DEPRECIATION INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
60	SUBTOTAL LONG TERM ASSETS	0.00	0.00	0.00	0.00	0.00
65						
67	TOTAL ASSETS	4,370,865.73	220,234.20	575,678.01	106,180.39	582,148.34
75	LIABILITIES					
80	SHORT TERM LIABILITIES					
85	ACCOUNTS PAYABLE	1,789.18	0.00	0.00	0.00	0.00
90	ACCRUALS AND OTHER PAYABLES	179,167.06	0.00	0.00	0.00	0.00
95	DEPOSITS	0.00	0.00	0.00	0.00	0.00
100	DEFERRED REVENUE	687,261.09	5,162.87	5,769.74	0.00	0.00
105	SUBTOTAL SHORT TERM LIABILITIES	868,217.33	5,162.87	5,769.74	0.00	0.00
110	FUND BALANCE					
115	BEGINNING FUND BALANCE	2,995,700.73	247,521.39	605,902.49	115,352.14	593,216.91
120	CURRENT YEAR REVENUE/LOSS	506,947.67	-32,450.06	-35,994.22	-9,171.75	-11,068.57
125	SUBTOTAL FUND BALANCE	3,502,648.40	215,071.33	569,908.27	106,180.39	582,148.34
130	TOTAL LIABILITIES AND FUND BALANCE	4,370,865.73	220,234.20	575,678.01	106,180.39	582,148.34

- FUND ACCOUNTING
DATE: 03/10/14
TIME: 11:12:56

SELECTION CRITERIA: Yr='14'

MONTGOMERY TOWNSHIP
SIDE BY SIDE BALANCE SHEET

PAGE NUMBER: 2
GENRPT41.4GL
REPORT ID: 00498

LINE	DESCRIPTION	FUND 08	FUND 19	FUND 23	FUND 30	FUND 31
5	ASSETS					
10	SHORT TERM ASSETS					
15	CASH & CASH EQUIVALENTS	7,851,068.94	0.00	650,198.55	13,576,074.21	302,894.53
17	INVESTMENTS	0.00	0.00	0.00	0.00	0.00
20	DUE TO/FROM	0.00	0.00	0.00	0.00	0.00
25	ACCOUNTS RECEIVABLE	0.00	0.00	14,209.93	9,945.00	193.90
30	PREPAID ASSETS	0.00	0.00	0.00	0.00	0.00
35	SUBTOTAL SHORT TERM ASSETS	7,851,068.94	0.00	664,408.48	13,586,019.21	303,088.43
40	LONG TERM ASSETS					
45	FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
50	ACCUMULATED DEPRECIATION FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
55	INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
57	ACCUMULATED DEPRECIATION INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
60	SUBTOTAL LONG TERM ASSETS	0.00	0.00	0.00	0.00	0.00
65						
67	TOTAL ASSETS	7,851,068.94	0.00	664,408.48	13,586,019.21	303,088.43
75	LIABILITIES					
80	SHORT TERM LIABILITIES					
85	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00	0.00
90	ACCRUALS AND OTHER PAYABLES	8,768,108.00	0.00	0.00	-0.01	0.00
95	DEPOSITS	245,889.00	0.00	0.00	0.00	0.00
100	DEFERRED REVENUE	0.00	0.00	7,288.41	0.00	0.00
105	SUBTOTAL SHORT TERM LIABILITIES	9,013,997.00	0.00	7,288.41	-0.01	0.00
110	FUND BALANCE					
115	BEGINNING FUND BALANCE	-1,137,831.08	0.00	712,798.00	13,568,257.16	300,931.42
120	CURRENT YEAR REVENUE/LOSS	-25,096.98	0.00	-55,677.93	17,762.06	2,157.01
125	SUBTOTAL FUND BALANCE	-1,162,928.06	0.00	657,120.07	13,586,019.22	303,088.43
130	TOTAL LIABILITIES AND FUND BALANCE	7,851,068.94	0.00	664,408.48	13,586,019.21	303,088.43

- FUND ACCOUNTING
DATE: 03/10/14
TIME: 11:12:56

SELECTION CRITERIA: Yr='14'

MONTGOMERY TOWNSHIP
SIDE BY SIDE BALANCE SHEET

PAGE NUMBER: 3
GENRPT41.4GL
REPORT ID: 00498

LINE	DESCRIPTION	FUND 35	FUND 50	FUND 91	FUND 92	FUND 93
5	ASSETS					
10	SHORT TERM ASSETS					
15	CASH & CASH EQUIVALENTS	117,489.02	0.00	489,323.44	9,979.48	758,053.57
17	INVESTMENTS	0.00	0.00	0.00	0.00	0.00
20	DUE TO/FROM	0.00	0.00	-73,355.74	0.00	0.00
25	ACCOUNTS RECEIVABLE	0.00	0.00	-332,959.99	0.00	678.29
30	PREPAID ASSETS	0.00	0.00	0.00	0.00	0.00
35	SUBTOTAL SHORT TERM ASSETS	117,489.02	0.00	83,007.71	9,979.48	758,731.86
40	LONG TERM ASSETS					
45	FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
50	ACCUMULATED DEPRECIATION FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
55	INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
57	ACCUMULATED DEPRECIATION INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00
60	SUBTOTAL LONG TERM ASSETS	0.00	0.00	0.00	0.00	0.00
65						
67	TOTAL ASSETS	117,489.02	0.00	83,007.71	9,979.48	758,731.86
75	LIABILITIES					
80	SHORT TERM LIABILITIES					
85	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00	0.00
90	ACCRUALS AND OTHER PAYABLES	0.00	0.00	0.00	0.00	0.00
95	DEPOSITS	0.00	0.00	0.00	0.00	0.00
100	DEFERRED REVENUE	0.00	0.00	0.00	0.00	0.00
105	SUBTOTAL SHORT TERM LIABILITIES	0.00	0.00	0.00	0.00	0.00
110	FUND BALANCE					
115	BEGINNING FUND BALANCE	117,475.75	0.00	62,729.92	10,433.31	703,110.35
120	CURRENT YEAR REVENUE/LOSS	13.27	0.00	20,277.79	-453.83	55,621.51
125	SUBTOTAL FUND BALANCE	117,489.02	0.00	83,007.71	9,979.48	758,731.86
130	TOTAL LIABILITIES AND FUND BALANCE	117,489.02	0.00	83,007.71	9,979.48	758,731.86

- FUND ACCOUNTING
DATE: 03/10/14
TIME: 11:12:56

SELECTION CRITERIA: Y1='14'

MONTGOMERY TOWNSHIP
SIDE BY SIDE BALANCE SHEET

PAGE NUMBER: 4
GENRPT41.4GL
REPORT ID: 00498

LINE	DESCRIPTION	FUND 94	FUND 95	FUND 96	TOTAL

5	ASSETS				

10	SHORT TERM ASSETS				

15	CASH & CASH EQUIVALENTS	602,694.88	39,170.15	23,618.37	29,050,007.94
17	INVESTMENTS	0.00	0.00	0.00	0.00
20	DUE TO/FROM	0.00	0.00	0.00	-73,263.65
25	ACCOUNTS RECEIVABLE	605.45	0.00	0.00	918,244.36
30	PREPAID ASSETS	0.00	0.00	0.00	0.00
35	SUBTOTAL SHORT TERM ASSETS	603,300.33	39,170.15	23,618.37	29,894,988.65
40	LONG TERM ASSETS				

45	FIXED ASSETS	0.00	0.00	0.00	0.00
50	ACCUMULATED DEPRECIATION FIXED ASSETS	0.00	0.00	0.00	0.00
55	INFRASTRUCTURE	0.00	0.00	0.00	0.00
57	ACCUMULATED DEPRECIATION INFRASTRUCTURE	0.00	0.00	0.00	0.00
60	SUBTOTAL LONG TERM ASSETS	0.00	0.00	0.00	0.00
65					
67	TOTAL ASSETS	603,300.33	39,170.15	23,618.37	29,894,988.65

75	LIABILITIES				

80	SHORT TERM LIABILITIES				

85	ACCOUNTS PAYABLE	0.00	0.00	0.00	1,789.18
90	ACCRUALS AND OTHER PAYABLES	0.00	0.00	0.00	8,947,275.05
95	DEPOSITS	0.00	0.00	0.00	245,889.00
100	DEFERRED REVENUE	0.00	0.00	0.00	705,482.11
105	SUBTOTAL SHORT TERM LIABILITIES	0.00	0.00	0.00	9,900,435.34
110	FUND BALANCE				

115	BEGINNING FUND BALANCE	603,956.43	43,940.95	23,615.71	19,567,111.58
120	CURRENT YEAR REVENUE/LOSS	-656.10	-4,770.80	2.66	427,441.73
125	SUBTOTAL FUND BALANCE	603,300.33	39,170.15	23,618.37	19,994,553.31
130	TOTAL LIABILITIES AND FUND BALANCE	603,300.33	39,170.15	23,618.37	29,894,988.65

**BUSINESS TAX OFFICE
MONTHLY REPORT
Feb-14**

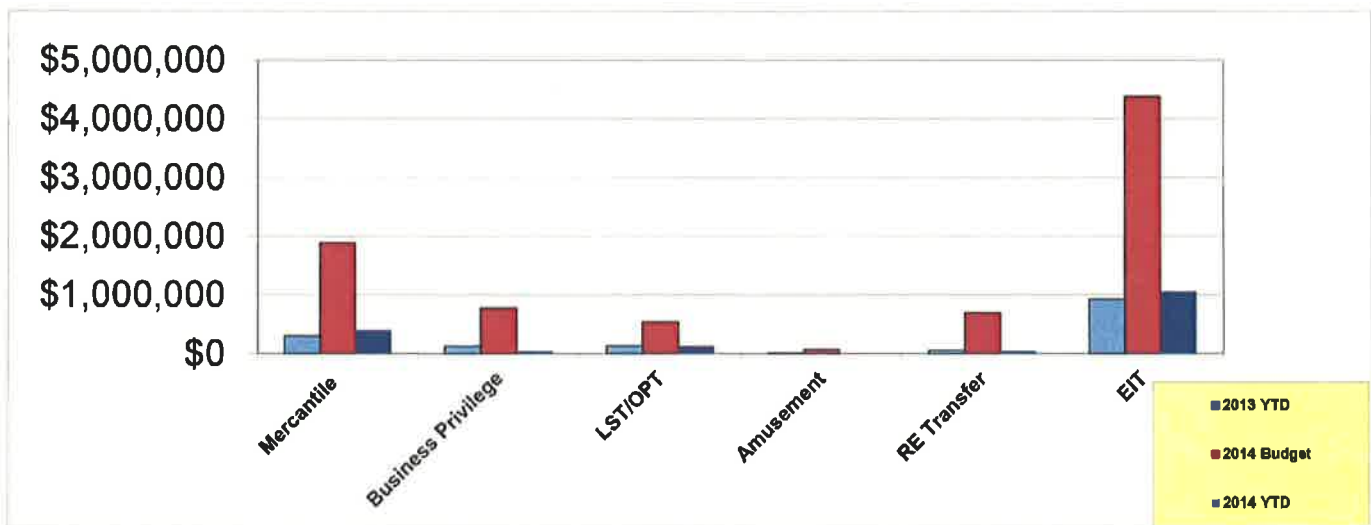
NEW BUSINESSES ADDED TO TAX ROLLS

NAME

Bumpers, Bodies and More	The Little Pod
I Fix Gadgets	Meridian Bioscience Corp.
Panda Garden	Poppel Sports Autographs and Collectables

ACT 511 TAXES

	Mercantile	Business Privilege	LST/OPT	Amusement	RE Transfer	EIT	TOTALS
2013 YTD	\$304,490	\$128,809	\$131,420	\$11,469	\$59,393	\$932,777	\$1,566,357
2014 Budget	\$1,885,000	\$779,000	\$544,000	\$77,000	\$700,000	\$4,390,000	\$8,375,000
2014 YTD	\$407,156	\$43,871	\$136,685	\$9,297	\$45,520	\$1,063,774	\$1,706,303
Current Month	\$361,986	\$27,243	\$43,835	\$5,545	\$45,520	\$813,825	\$1,297,953
% of Budget	21.60%	5.63%	25.13%	12.07%	6.50%	24.23%	20.37%



REAL ESTATE DEED REGISTRATIONS

The Township ceased preregistration of Real Estate Deed Transfers in December 2008. The following information is based on Deed Transfer Information provided by the Recorder of Deeds Office along with the monthly Real Estate Transfer Tax.

<u>TYPE</u>	<u># OF UNITS</u>	<u>AVG. PRICE</u>
NEW	8	\$383,541
RESALE	19	\$327,446
DEED CHGS	3	N/A
COMMERCIAL	0	\$0
INDUSTRIAL	0	\$0
LAND	1	\$0
SHERIFF	1	\$1,677
TRANSFER TAXES PAID		\$45,519.99

Tax Collector's Monthly Report to Taxing Districts
For the Month of FEB 2014
Montgomery Township

	Real Estate	Interim 2013	Interim 2014	Street Light
A. Collections				
1. Balance Collectable - Beginning of Month		\$ 1,651.64	\$ -	
2A. Additions: During the Month (*)				
2B. Deductions: Credits During the Month - (from line 17)		\$ 1,651.64	\$ 5,743.90	
3. Total Collectable		\$		
4. Less: Face Collections for the Month		\$ 92.82		
5. Less: Deletions from the List (*)				
6. Less: Exonerations (*)				
7. Less: Liens/Non-Lienable Installments (*)				
8. Balance Collectable - End of Month		\$ 1,558.82	\$ 5,743.90	
B. Reconciliation of Cash Collected				
9. Face Amount of Collections - (must agree with line 4)		\$ 92.82		
10. Plus: Penalties		\$ 1.85		
11. Less: Discounts		\$ 90.97		
12. Total Cash Collected per Column				
13. Total Cash Collected - (12A + 12B + 12C + 12D)				

(*) ATTACH ANY SUPPORTING DOCUMENTATION REQUIRED BY YOUR TAXING DISTRICT

14. Amount Remitted During the Month (*)

[illegible]

TAXING DISTRICT USE (OPTIONAL)

Ending Balance

I acknowledge the receipt of this report.

Tax Collector's Monthly Report to Taxing Districts
For the Month of FEB 2014
Montgomery Township Court Stip

	Court Stip				
A.					
1. Balance Collectable - Beginning of Month	0.00				
2A. Additions: During the Month (*)	\$ 2,448.84				
2B. Deductions: Credits During the Month - (from line 17)					
3. Total Collectable	\$ 2,448.84				
4. Less: Face Collections for the Month					
5. Less: Deletions from the List (*)					
6. Less: Exonerations (*)					
7. Less: Liens/Non-Lienable Installments (*)					
8. Balance Collectable - End of Month	\$ 2,448.84				
B. Reconciliation of Cash Collected					
9. Face Amount of Collections - (must agree with line 4)					
10. Plus: Penalties					
11. Less: Discounts					
12. Total Cash Collected per Column					
13. Total Cash Collected - (12A + 12B + 12C + 12D)					

(*) ATTACH ANY SUPPORTING DOCUMENTATION REQUIRED BY YOUR TAXING DISTRICT

14. Amount Remitted During the Month (*)

18. Interest Earnings (if applicable) \$ _____

TAXING DISTRICT USE (OPTIONAL)

Carryover from Previous Month

Amount Collected This Month

Less Amount Paid this Month

Ending Balance

69

Tax Collector

Date _____

I verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month.

Received by (taxing district):

Title: _____ Date: _____

I acknowledge the receipt of this report.

UNIVEST
BANKING | INSURANCE | INVESTMENTS
14 North Main Street
c/o Trust Department
P.O. Box 668
Souderton, PA 18964-0668
215.721.8350

Statement of Account

Montgomery Township
Investment Management Account
U/A dated 8/27/12

Account Number : 31277100

For the Period February 1, 2014 Through February 28, 2014

Please contact your administrator- James M. Spindler (267) 898-0532
with any questions concerning your account.

Montgomery Township
1001 Stump Road
Montgomeryville, PA 18936-9605

Confidential and Privileged Information

February 01, 2014 To February 28, 2014

Account Name : Montgomery Township

Portfolio Summary

February 28, 2014

	Portfolio %	Cost Basis	Market Value	Estimated Ann Inc	Current Yield
Fixed Income	98.75%	13,700,000.00	13,700,000.00	83,740.00	0.61%
Cash Equivalents	1.25%	172,984.49	172,984.49	345.97	0.20%
Total Portfolio	100.00 %	13,872,984.49	13,872,984.49	84,085.97	0.61%
Net Cash			0.00		
Total Market Value			13,872,984.49		

Portfolio Components May Not Equal 100% Due To Rounding

February 01, 2014 To February 28, 2014

Account No : 31277100

Account Name : Montgomery Township

Summary Of Investment Holdings

Shares or Par Value	Investment Category	Cost Basis	Unit Value	Market Value	Estimated Ann Inc	Curr Yield	% Port
Money Market Funds - Uninvest							
99,875.34	Uninvest Public Funds Money Market UNPFMM	99,875.34	100.00	99,875.34	199.75	0.20%	0.72%
73,109.15	* Uninvest Public Funds Money Market UNPFMM	73,109.15	100.00	73,109.15	146.22	0.20%	0.53%
	Totals	172,984.49		172,984.49	345.97	0.20%	1.25%
C/D-Own Bank							
50,000	Uninvest #140334822	50,000.00	1.00	50,000.00	200.00	0.40%	0.36%
20,000	Uninvest #140334830	20,000.00	1.00	20,000.00	90.00	0.45%	0.14%
180,000	Uninvest #140334608	180,000.00	1.00	180,000.00	1,800.00	1.00%	1.30%
	Did 11/27/12, 4 yr CD, 1.00% 1.00% APY, monthly int						
	Totals	250,000.00		250,000.00	2,090.00	0.84%	1.80%
C/D-Other Commercial Banks							
250,000	Everbank FL	250,000.00	1.00	250,000.00	1,250.00	0.50%	1.80%
250,000	First Bank Puerto Rico	250,000.00	1.00	250,000.00	1,625.00	0.65%	1.80%
250,000	Dated 9/14/12	250,000.00	1.00	250,000.00	1,375.00	0.55%	1.80%
250,000	First Natl Bank of Omaha	250,000.00	1.00	250,000.00	1,000.00	0.40%	1.80%
250,000	Beal Bank USA	250,000.00	1.00	250,000.00	1,000.00	0.40%	1.80%
250,000	Dated 11/7/12	250,000.00	1.00	250,000.00	1,000.00	0.40%	1.80%
250,000	Synovus Bank GA	250,000.00	1.00	250,000.00	875.00	0.35%	1.80%
250,000	Dated 11/8/12	250,000.00	1.00	250,000.00	1,375.00	0.55%	1.80%
250,000	Keybank National Association	250,000.00	1.00	250,000.00	875.00	0.35%	1.80%
250,000	Dated 1/16/13	250,000.00	1.00	250,000.00	1,375.00	0.55%	1.80%
250,000	Doral Bank	250,000.00	1.00	250,000.00	875.00	0.35%	1.80%
250,000	Dated 1/31/13	250,000.00	1.00	250,000.00	750.00	0.30%	1.80%
250,000	Plainscapital Bank	250,000.00	1.00	250,000.00	1,625.00	0.65%	1.80%
250,000	Dated 1/31/13	250,000.00	1.00	250,000.00	1,625.00	0.65%	1.80%
250,000	First Premier Bank	250,000.00	1.00	250,000.00	1,625.00	0.65%	1.80%
250,000	Dated 2/15/13	250,000.00	1.00	250,000.00	1,625.00	0.65%	1.80%
250,000	Bank of China NY	250,000.00	1.00	250,000.00	1,625.00	0.65%	1.80%
	Did 9/12/12						

February 01, 2014 To February 28, 2014

Account No : 31277100

Account Name : Montgomery Township

Summary Of Investment Holdings

Shares or Par Value	Investment Category	Cost Basis	Unit Value	Market Value	Estimated Ann Inc	Curr Yield	% Port
250,000	Sovereign Bank	250,000.00	1.00	250,000.00	2,000.00	0.80%	1.80%
250,000	Dtd 9/12/12 Merrick Bank	250,000.00	1.00	250,000.00	1,375.00	0.55%	1.80%
250,000	Dated 9/19/12 State Bank of India New York	250,000.00	1.00	250,000.00	2,250.00	0.90%	1.80%
250,000	Dated 10/12/12 Wex Bank	250,000.00	1.00	250,000.00	875.00	0.35%	1.80%
250,000	Dated 4/17/13 Oriental Bank & Trust	250,000.00	1.00	250,000.00	875.00	0.35%	1.80%
250,000	Dated 3/27/13 The Private Bank & Trust Com	250,000.00	1.00	250,000.00	875.00	0.35%	1.80%
250,000	Dated 4/19/13 Comenity Capital Bank	250,000.00	1.00	250,000.00	1,125.00	0.45%	1.80%
250,000	Dated 11/9/12 Citizens State Bank	250,000.00	1.00	250,000.00	1,000.00	0.40%	1.80%
250,000	Dated 11/30/12 Bankers Bank of Kansas	250,000.00	1.00	250,000.00	1,000.00	0.40%	1.80%
250,000	Dated 12/21/12 Brand Banking Corporation	250,000.00	1.00	250,000.00	1,250.00	0.50%	1.80%
250,000	Dated 12/27/12 Fifth Third Bank	250,000.00	1.00	250,000.00	1,125.00	0.45%	1.80%
250,000	This is a custodial CD held by J P Morgan per Barry Milstein Virginia Heritage Bank	250,000.00	1.00	250,000.00	1,000.00	0.40%	1.80%
250,000	Dated 1/25/13 US Ameribank	250,000.00	1.00	250,000.00	1,250.00	0.50%	1.80%
250,000	Dated 7/27/12 Crescent Bank & Trust	250,000.00	1.00	250,000.00	1,000.00	0.40%	1.80%
250,000	First Bank of Richmond VA	250,000.00	1.00	250,000.00	750.00	0.30%	1.80%
250,000	Dated 5/23/13 Marlin Business Bank	250,000.00	1.00	250,000.00	1,000.00	0.40%	1.80%
250,000	Dated 5/30/13 The Provident Bank .3000% 06	250,000.00	1.00	250,000.00	750.00	0.30%	1.80%
	Dated 5/31/13						

Port Sum and Holdings - HLDCTB

Page 4

February 01, 2014 To February 28, 2014

Account No : 31277100

Account Name : Montgomery Township

Summary Of Investment Holdings

Shares or Par Value	Investment Category	Cost Basis	Unit Value	Market Value	Estimated Ann Inc	Curr Yield	% Port
250,000	Towne Bank	250,000.00	1.00	250,000.00	1,000.00	0.40%	1.80%
250,000	Dated 5/31/13 Ally Bank UT	250,000.00	1.00	250,000.00	2,875.00	1.15%	1.80%
250,000	Dtd 9/14/12 Safra National Bank	250,000.00	1.00	250,000.00	2,000.00	0.80%	1.80%
250,000	BMW Bank of NA	250,000.00	1.00	250,000.00	2,500.00	1.00%	1.80%
250,000	Dated 9/21/12 Union Bank NA	250,000.00	1.00	250,000.00	2,250.00	0.90%	1.80%
250,000	Dated 9/26/12 Heritage Bank of Commerce	250,000.00	1.00	250,000.00	1,250.00	0.50%	1.80%
250,000	Dated 11/27/12 Farm Bureau Bank	250,000.00	1.00	250,000.00	1,125.00	0.45%	1.80%
250,000	Dated 11/27/12 Georgia Bank & Trust Co.	250,000.00	1.00	250,000.00	1,250.00	0.50%	1.80%
250,000	Dated 12/21/12 Gorham Savings Bank (ME)	250,000.00	1.00	250,000.00	1,250.00	0.50%	1.80%
250,000	Dated 12/21/12 First Business Bank	250,000.00	1.00	250,000.00	1,250.00	0.50%	1.80%
250,000	Dated 12/28/12 The Bank of Holland	250,000.00	1.00	250,000.00	1,250.00	0.50%	1.80%
250,000	Dated 1/16/13 Luana Savings Bank	250,000.00	1.00	250,000.00	1,000.00	0.40%	1.80%
250,000	Dated 2/8/13 First National Bank Waupaca	250,000.00	1.00	250,000.00	1,250.00	0.50%	1.80%
250,000	Dated 2/13/13 Fox Chase Bank	250,000.00	1.00	250,000.00	1,125.00	0.45%	1.80%
200,000	Dated 2/15/13 American West Bank	200,000.00	1.00	200,000.00	900.00	0.45%	1.44%
250,000	Dated 2/19/13 Sallie Mae Bank	250,000.00	1.00	250,000.00	3,250.00	1.30%	1.80%
250,000	GE Capital Bank Dtd 9/7/12	250,000.00	1.00	250,000.00	3,375.00	1.35%	1.80%

February 01, 2014 To February 28, 2014

Account No : 31277100

Account Name : Montgomery Township

Summary Of Investment Holdings

Shares or Par Value	Investment Category	Cost Basis	Unit Value	Market Value	Estimated Ann Inc	Curr Yield	% Port
250,000	Discover Bank	250,000.00	1.00	250,000.00	3,125.00	1.25%	1.80%
250,000	Dtd 9/12/12						
250,000	Goldman Sachs Bk USA	250,000.00	1.00	250,000.00	3,375.00	1.35%	1.80%
250,000	Dtd 9/12/12						
250,000	Banco Poplar NA	250,000.00	1.00	250,000.00	2,125.00	0.85%	1.80%
250,000	Dated 9/26/12						
250,000	American Express Cent Bk	250,000.00	1.00	250,000.00	3,375.00	1.35%	1.80%
250,000	Enerbank USA	250,000.00	1.00	250,000.00	1,875.00	0.75%	1.80%
250,000	Medallion Bank	250,000.00	1.00	250,000.00	1,875.00	0.75%	1.80%
250,000	Dated 10/19/12						
250,000	Eaglebank	250,000.00	1.00	250,000.00	1,750.00	0.70%	1.80%
250,000	Dated 11/8/12						
250,000	United Bankers (MN)	250,000.00	1.00	250,000.00	2,000.00	0.80%	1.80%
250,000	Dated 11/29/12						
Totals		12,950,000.00		12,950,000.00	79,650.00	0.62%	93.24%
C/D-Savings Banks							
250,000	Apple Bank for Savings	250,000.00	1.00	250,000.00	1,000.00	0.40%	1.80%
250,000	Dated 10/24/12						
250,000	Sterling Savings Bank	250,000.00	1.00	250,000.00	1,000.00	0.40%	1.80%
250,000	Dated 12/7/12						
Totals		500,000.00		500,000.00	2,000.00	0.40%	3.60%
Total Investments		13,872,984.49		13,872,984.49	84,085.97	0.61%	100.00%
Plus Net Cash				0.00			
Total Market Value				13,872,984.49			

Note : ** Denotes Invested Income

February 01, 2014 To February 28, 2014

Account No : 31277100

Account Name : Montgomery Township

Account Summary

	Current February 1, 2014 To February 28, 2014	Year To Date January 1, 2014 To February 28, 2014
<i>Beginning Market Value :</i>	\$ 13,869,620.50	\$ 13,866,520.57
<i>Receipts :</i>		
Cash Deposits :	0.00	0.00
Asset Deposits :	0.00	0.00
Total Receipts :	0.00	0.00
<i>Payments :</i>		
Disbursements :	0.00	0.00
Withdrawals and Distributions :	0.00	0.00
Administrative Expenses :	-1,712.50	-3,425.00
Total Payments :	-1,712.50	-3,425.00
<i>Investment Income :</i>		
Tax Free Income :	0.00	0.00
Taxable Interest :	5,076.49	9,888.92
Dividends :	0.00	0.00
Return of Capital (Income Assets Only) :	0.00	0.00
Other Income :	0.00	0.00
Total Investment Income :	5,076.49	9,888.92
<i>Investment Change :</i>		
Total Investment Change :	0.00	0.00
<i>Ending Market Value :</i>	\$ 13,872,984.49	\$ 13,872,984.49

February 01, 2014 To February 28, 2014

Account No : 31277100

Account Name : Montgomery Township

Account Transactions

Date	Description	Income	Principal
	Starting Balances	\$ 0.00	\$ 0.00
	Dividends and Interest		
02/04/2014	Enerbank USA .750% 10/04/16	159.25	
02/04/2014	Crescent Bank & Trust .400% 01/30/15	84.93	
02/06/2014	Univest Public Funds Money Market UNPFMM	16.97	
	Interest From 01/01/2014 To 01/31/2014		
02/06/2014	Univest Public Funds Money Market UNPFMM	11.36	
	Interest From 01/01/2014 To 01/31/2014		
02/10/2014	Eaglebank .700% 1 11/08/16	148.63	
02/10/2014	Comerity Capital Bank .450% 11/16/14	95.55	
02/10/2014	Luana Savings Bank .400% 02/08/16	504.11	
02/11/2014	Fifth Third Bank .450% 01/12/15	95.55	
02/11/2014	Univest #140334830 .450% 12/10/14	7.64	
02/11/2014	Univest #140334822 .400% 06/10/14	16.99	
02/13/2014	First National Bank Waupaca .500% 02/12/16	106.16	
02/14/2014	First Bank Puerto Rico .650%	138.01	
02/18/2014	Fox Chase Bank .450% 02/16/16	95.55	
02/18/2014	First Premier Bank .300% 08/15/14	378.08	
02/19/2014	Merrick Bank .550% 09/19/14	116.78	
02/19/2014	Medallion Bank .750% 10/19/16	159.25	
02/19/2014	American West Bank .450% 02/19/16	76.44	
02/21/2014	Gorham Savings Bank (ME) .500% 12/21/15	106.16	
02/21/2014	Georgia Bank & Trust Co. .500% 12/21/15	106.16	
02/21/2014	Bankers Bank of Kansas .400% 12/22/14	84.93	
02/25/2014	Virginia Heritage Bank .400% 01/26/15	84.93	
02/27/2014	Heritage Bank of Commerce .500% 11/27/15	106.16	
02/27/2014	US Ameribank .500% 01/27/15	106.16	
02/27/2014	Farm Bureau Bank .450% 11/30/15	95.55	
02/27/2014	Brand Banking Corporation .500% 12/26/14	106.16	
02/27/2014	Oriental Bank & Trust .350% 10/20/14	74.32	
02/28/2014	Sallie Mae Bank 1.300% 08/29/16	1,611.64	
02/28/2014	Citizens State Bank .400% 12/01/14	76.71	
02/28/2014	United Bankers (MN) .800% 11/29/16	153.42	
02/28/2014	Univest #140334608 1.000% 11/27/16	152.94	
	Sub Total	5,076.49	0.00

Account Name : Montgomery Township

Account Transactions

Date	Description	Income	Principal
02/06/2014	Fee For Period Ending 02/28/2014	-1,712.50	
	<u>MONEY MARKET ACTIVITY</u>		
	10 Purchases (s) For	-5,048.16	
	1 Sale (s) For	1,684.17	
	<i>Ending Balances</i>	\$ 0.00	\$ 0.00

Monthly Analysis Returns Processed By Period

February 2012

Tax Code	Number of Returns Filed
BP	117
Mercantile	59
Wholesale	15
LST	356
Total	547

Total Dollars	
BP	\$ 104,574.23
Mercantile	\$ 267,323.64
License	\$ 4,300.00
LST	\$ 55,063.38
Total Dollars	\$ 431,261.25

February 2013

Tax Code	Number of Returns Filed
BP	88
Mercantile	66
Wholesale	16
LST	395
Total	565

58.09% Total 3.29%

Total Dollars	
BP	\$ 91,085.17
Mercantile	\$ 275,455.55
License	\$ 3,869.43
LST	\$ 17,569.61
Total Dollars	\$ 387,979.76

77.10% Total Dollars -10.04%

February 2014

Tax Code	Number of Returns Filed
BP	89
Mercantile	43
Wholesale	15
LST	324
Total	471

Total Dollars	
BP	\$ 25,318.02
Mercantile	\$ 360,835.65
License	\$ 3,075.00
LST	\$ 89,307.65
Total Dollars	\$ 478,536.32



Montgomery Township Inter-Office Memo

To: Shannon Drosnock, Finance Director

From: Richard Grier, Technology Manager

Date: March 16 2014

Subject: February 2014 IT activities

The following are the activities of the IT Group for the Month of February, 2014.

- Built new server to begin migration process for all Orion services. Orion currently services:
 1. Network files and folder for Admin, Finance and Planning
 2. Network printing for Admin, Finance and Planning
 3. Anti-virus management server
 4. Microsoft security and update server
 5. Primary Active Directory Domain Controller (Controls network logon and security)
 6. DHCP server for Township Building staff (assigns all network devices IP addresses)
- Upgrade 2012 servers to Windows Server 2012 R2
- Setup for Community Center pre-bid meeting
- Ordered PCs for DFS department
- Trained IT Tech TV broadcast server
- Prepared battery backups and shut down unnecessary equipment for snow storms and potential power outages
 - Setup for conference call with county officials
- Setup Barracuda account for new Internet filtering appliance
- Completed final revision of Fixed Asset form
- Configured email account, public folder and copier for new job postings (Fire Fighter)
- Attended several Finance Software RFP meetings
- Setup and attended Montgomery Ridge/PennDOT soundwall meeting

Scheduled work for February 2014

- Rough draft of cellphone policy
- Review separation checklist
- Upgrade to Windows Server 2012 R2
- Review Rec Center Technology specs and pricing