

**MONTGOMERY TOWNSHIP
AGENDA
FINANCE COMMITTEE
Thursday, October 28, 2010
7:30 pm**

1. Call to order.
2. Approval of Meeting Minutes of July 22, 2010 Meeting
3. Updated and new business including review of:
 - Preview of 2011 Budget
 - September 2010 Financial Reports
 - Business Tax Report
 - Real Estate Tax Report
 - Fund Balance Report
 - IT Report
4. Other Business
5. Adjournment

Montgomery Township Inter-Office Memo

To: Lawrence J. Gregan, Interim Township Manager
From: Shannon Q. Drosnock, Interim Finance Director 
Date: October 25, 2010
Subject: September 2010 Finance Department Report

Following is a list of activities and notes of interest for the Finance Department for the Month of September 2010:

- Business Tax staff sent out 799 delinquent letters to businesses who have not yet filed their 2010 returns. Of the 799 delinquent notices, 500 were for Occupation Privilege Tax (OPT) with the balance of 299 for delinquent Business Privilege and Mercantile Taxes. It is staff's experience that 75%-80% of the delinquent OPT returns are \$0 returns. However, the Township still requires that the business file a return for each period even if there is no tax owed. Staff is working with contacting business owners to better explain this process. It is staff's opinion that if businesses understood this better, there would be significantly less late notices and would streamline the process.
- The Montgomery County Tax Collection Committee has finalized their selection of the ACT 32 Consolidated Earned Income Tax Collector. Berkheimer has been awarded the bid at a collection rate of 1.39% for Montgomery County in its entirety. Montgomery Township currently pays 1.6%. The 2011 budget anticipates an \$8,800 savings in the cost of EIT collection.
- During the month of September the Finance Department started the process of cross-training several employees for contingency purposes. The plan is to ensure the backup person is performing the task on a periodic basis (potentially quarterly). Leah Kim is being cross-trained in the Payroll System and Gwen Bryant is being trained in the Accounts Payable System.

The following reports and charts are included with this report:

- Statement of Changes in Fund Balances Report for General Fund as of September 30, 2010 with notes.
- Chart comparing the Local Enabling Tax receipts year to date to the same time period in 2010.
- Chart showing the comparison of the General Fund's Projected Cash Balances in 2009 vs. 2010. Note that the year end fund balance projection for 2010 is based on actual revenues and expenditures as of September 2010 with the projected revenues and expenditures for October through December. The projected revenues/expenditures are based on the monthly revenue and expenditures percentages from 2009 applied to the 2010 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.
- Quarterly Capital Reserve Fund Report showing the detail of designated funds projects and undesignated balances for period ending Q3.
- A copy of the Business Tax Collection and Technology Manager's reports for the Month of September 2010.

Notes to Statement of Changes in Fund Balance
Report- General Fund
September 2010 vs. September 2009

- Tax Revenues – These revenues represent 85% of all General Fund revenues.
 - Property Tax – This tax is at 98.3% of budget collected to this point. Taxes are currently in the delinquent period. Overall property taxes are up slightly from this period 2009 (.5%).
 - Earned Income tax – This tax is down .4% from this period last year, basically flat. EIT represents 1/3rd of our total general fund revenues. We have requested a projection from Berkheimer for 2011 collections which should be received shortly and will be used in projecting the revenue for the 2011 budget.
 - Real Estate Transfer Tax – Currently 6.5% ahead of prior year and projected to be similarly ahead of budget. In August there were 25 transfers contributing to revenue for a total of \$50,850. This included two commercial properties. In September there were again 25 deeds contributing to revenue for a total of \$35,500.
 - Business Taxes - Business Privilege Taxes (services) are down 14.3% from this period last year. While Mercantile Taxes (goods) are up 5.5% from same period. This tells us that goods are managing the economic downturn in this area better than services. Overall we expect to be approximately 8% down compared to budget for this year and between 1-2% down compared to fiscal year ending 2009.
- Permits and License fees - are up in comparison to the same period 2009. Building Permits, up almost 10%, are up partially due to the fee re-structure that was put into place for this year. Cable Franchise fees are up almost 10%.
- Other Sources of Revenue - While this line item remains relatively flat to prior year, the components represent significant change. Fines, Department Services and Other Financing Sources are all up over same period 2009 (15.5%, 45.6% and 44.3% respectively). Interest and Grants are down (70.6% and 7.4% respectively). As the economy remains unstable, the interest rates have continued to decline. As of October 1st the interest rate on the Money Market accounts reduced again to .35% from .5%. Department Services are up related to the administrative fee charged to developers on escrow. While this is up from prior year, the budget anticipated this increase therefore the account is flat to budget. Lastly, the Other Financing Sources line item up almost \$30K. Approximately \$24,000 of this is related to the dividend checks distributed to the Township from the Delaware Valley Insurance Trusts.
- Total Revenues - Overall, the combined revenues of the General Fund are up (.4%) as compared with same period 2009. Total revenues are at 87.3% of

budget. Based on the General Fund projected Cash Balance Report, total revenues are expected to be .35% ahead of budget at year end.

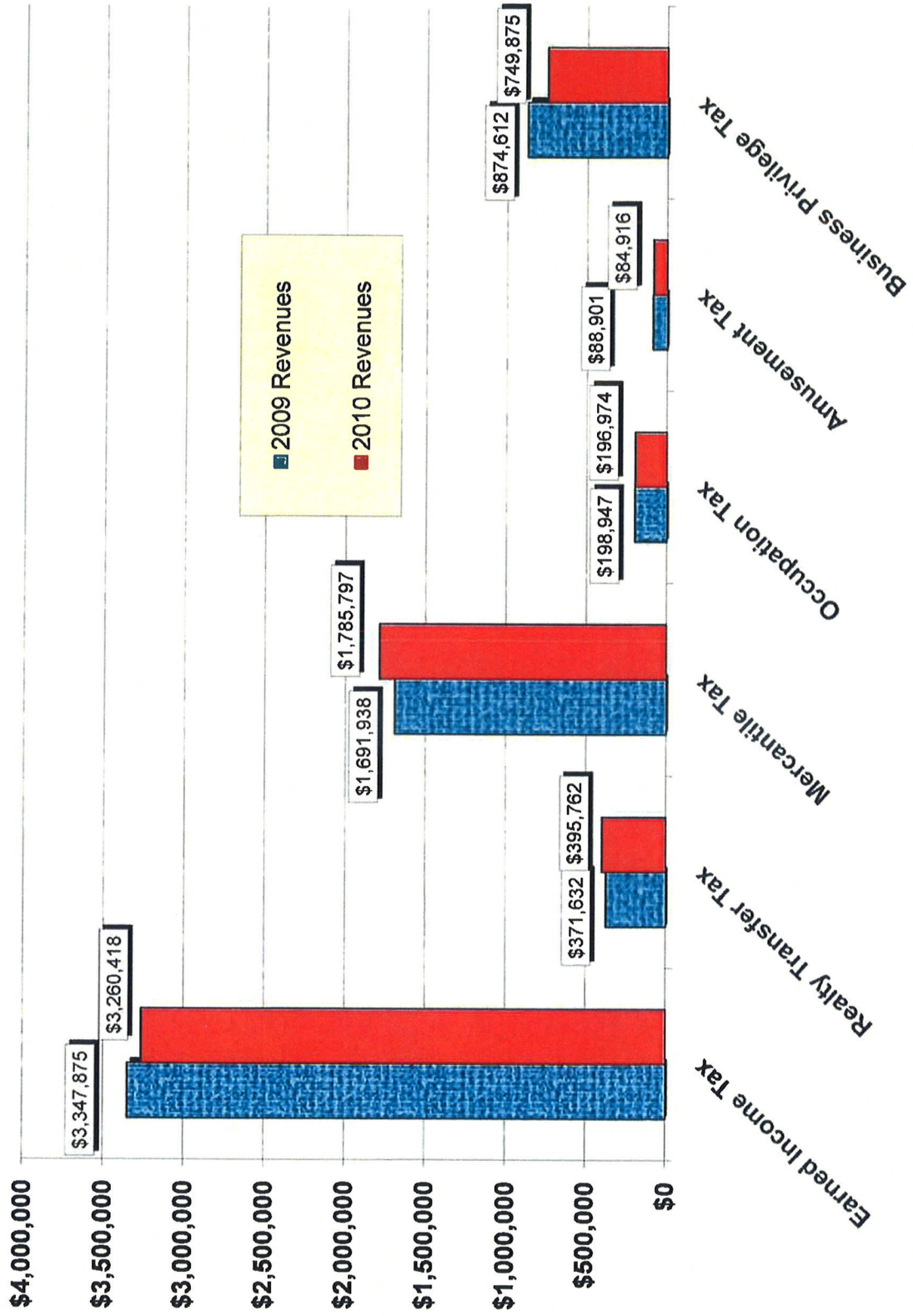
Expenses

- Administration – Admin expenses are down 8.4% compared to this time last year. A majority component of this reduction is related to solicitor fees. These expenses were higher in 2009 as a result of legal fees related to a labor lawsuit which was settled earlier in 2010.
- Finance – Finance expenses include the 403 account, Business Tax Collection and the 405 account, General Finance. This line item is up 12% from prior year. This is related to staffing wages. In 2009 the payroll position was vacant for 6 months causing 2009 to be artificially low. Additionally there has been a staff member added to the Business Tax Collection as of March 2010.
- Police – The Police expenditures are 11% above same period prior year. This translates to over \$380,000. There are two components to the increase from prior year. The first is wages. Uniformed officers received a pay increase of 4% for 2010 according to their collective bargaining agreement. The second component is insurance. The combination of the two account for the difference from 2009 to 2010.
- Code – A very slight increase above same period prior year related to wages (increase of 3% given to staff).
- Public Works – This line item is 8% above the same period prior year. The main components of this increase are wages, overtime, fuel and vehicle maintenance related to the snow. 8% represents \$97,000.
- Total Expenses – Overall the General Fund total expenses are up \$479,880 (7.4%) as compared to same period prior year. A major component of this is the timing of payrolls. As of September 30, 2009 19 payrolls had been processed. As of September 30, 2010 20 of the 26 payrolls have been processed. Payroll represents 55% of total General Fund expenditures. As such, it has a large impact on the percentage increase over prior year illustrated in this report.

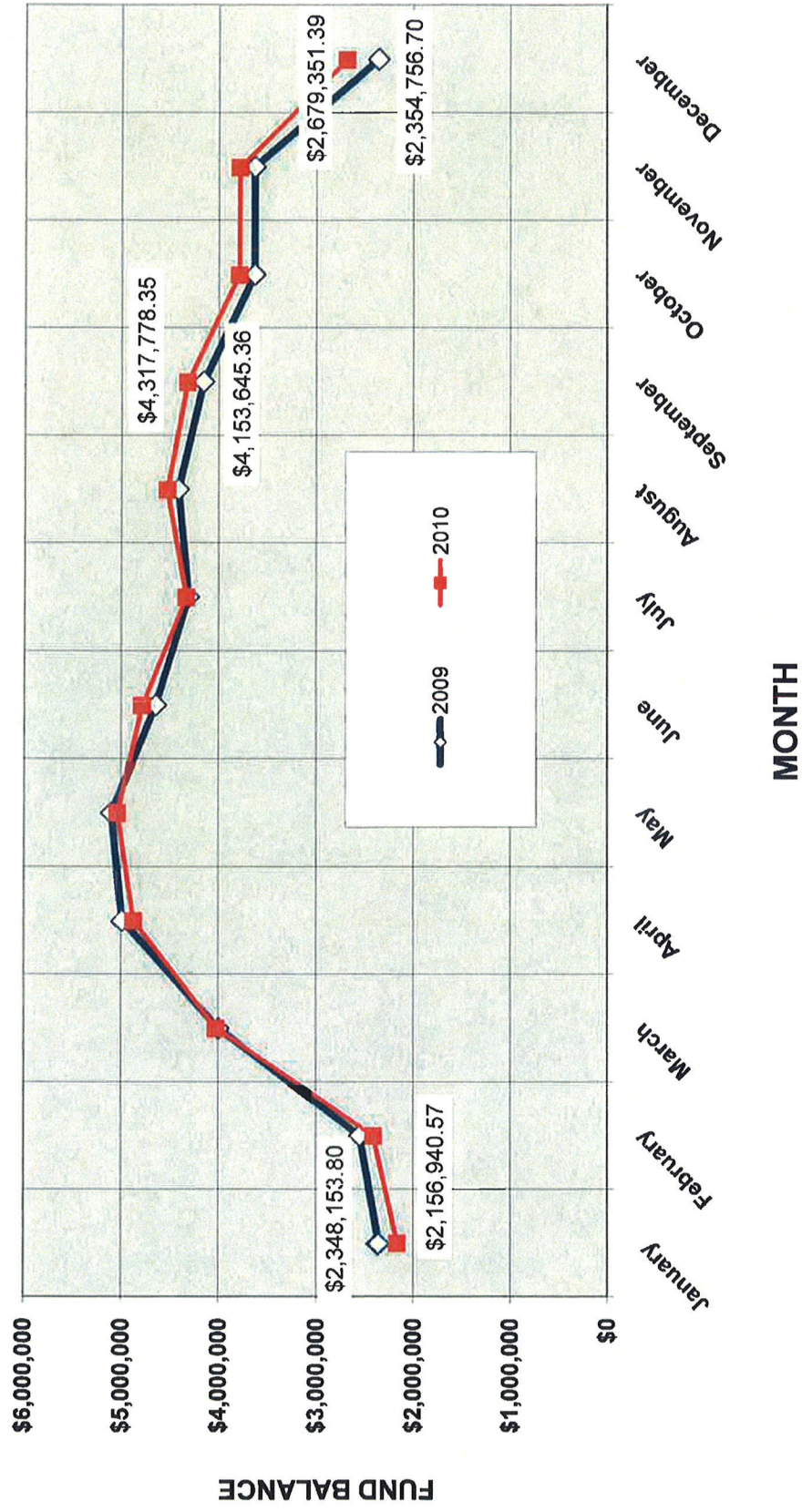
MONTGOMERY TOWNSHIP
STATEMENT OF CHANGES IN FUND BALANCE
GENERAL FUND
AS OF SEPTEMBER 30, 2010
Exhibit A

							DOLLAR VARIANCE	PERCENT VARIANCE
	2010 BUDGET (1)	2010 ACTUAL (2)	% of TOTAL (3)	2009 BUDGET (4)	2009 ACTUAL (5)	% of TOTAL (6)	2009-2010 ACTUAL (2 - 5)	2009-2010 ACTUAL (2 - 5)
REVENUES								
Taxes								
Real Estate Tax	1,585,600	1,558,862	16.8%	1,596,100	1,551,173	16.8%	7,689	0.5%
Earned Income Tax	3,890,000	3,065,418	33.0%	3,990,000	3,077,875	33.3%	(12,457)	-0.4%
Real Estate Transfer Tax	450,000	395,762	4.3%	900,000	371,632	4.0%	24,131	6.5%
Mercantile Tax	1,840,000	1,785,798	19.2%	2,055,000	1,691,938	18.3%	93,859	5.5%
Occupation Privilege Tax	235,000	196,974	2.1%	267,500	198,947	2.2%	(1,973)	-1.0%
Amusement Tax	119,000	84,916	0.9%	124,000	88,901	1.0%	(3,985)	-4.5%
Business Privilege Tax	875,000	749,875	8.1%	920,000	874,612	9.5%	(124,737)	-14.3%
Total Taxes	8,994,600	7,837,605	84.5%	9,852,600	7,855,077	85.0%	(17,473)	-0.2%
Permits and Licenses								
Building Permits	453,000	355,375	3.8%	459,500	323,738	3.5%	31,637	9.8%
Cable TV	390,000	325,041	3.5%	365,000	295,667	3.2%	29,374	9.9%
All Others	87,900	84,834	0.9%	71,400	82,313	0.9%	2,521	3.1%
Total Permits and Licenses	930,900	765,249	8.2%	895,900	701,717	7.6%	63,533	9.1%
Other Sources								
Fines	114,000	100,893	1.1%	139,000	87,375	0.9%	13,518	15.5%
Interest	40,000	15,762	0.2%	145,000	53,534	0.6%	(37,772)	-70.6%
Grants	418,000	406,758	4.4%	378,700	439,431	4.8%	(32,673)	-7.4%
Department Services	78,875	57,166	0.6%	78,875	39,265	0.4%	17,900	45.6%
Other Financing Sources	55,000	96,808	1.0%	55,000	67,070	0.7%	29,737	44.3%
	705,875	677,386	7.3%	796,575	686,675	7.4%	(9,290)	-1.4%
TOTAL REVENUES	10,631,375	9,280,240	100.0%	11,545,075	9,243,469	100.0%	36,770	0.4%
EXPENSES								
Administration	1,228,960	789,402	11.4%	1,334,385	861,561	13.3%	(72,159)	-8.4%
Finance	780,060	557,003	8.0%	803,310	497,172	7.7%	59,832	12.0%
Police	5,549,540	3,832,147	55.2%	5,387,965	3,449,389	53.4%	382,757	11.1%
Code	784,135	464,236	6.7%	819,790	451,524	7.0%	12,712	2.8%
Public Works	1,962,895	1,298,296	18.7%	1,899,615	1,201,558	18.6%	96,738	8.1%
Other Financing Uses	-	-	0.0%	-	-	0.0%	0	
TOTAL EXPENSES	10,305,590	6,941,084	100.0%	10,245,065	6,461,204	100.0%	479,880	7.4%
NET REVENUES/(EXPENSES)	325,785	2,339,156		1,300,010	2,782,265		(443,110)	-15.9%
INCOMING TRANSFERS	417,275	237,127		347,830	219,357		17,769	8.1%
OUTGOING TRANSFERS	(630,060)	(538,465)		(1,350,300)	(1,028,913)		490,448	-47.7%
{DEFICIT}/SURPLUS	113,000	2,037,818		297,540	1,972,710		65,108	3.3%
BEGINNING FUND BALANCE	2,354,757	2,279,961		2,180,935	2,180,935		99,025	4.5%
ENDING FUND BALANCE	2,467,757	4,317,778		2,478,475	4,153,645		164,133	4.0%

Local Enabling Tax Revenue Comparison 2009 - 2010 As of September 30, 2010



GENERAL FUND CASH BALANCE
2009 ACTUAL VS 2010 PROJECTION
AS OF SEPTEMBER 30, 2010



Cash Balance - General Fund 2009

	Beginning Bal	Revenues	Expenditures	Ending Balance
January	\$2,180,935.28	\$440,776.49	\$273,557.97	\$2,348,153.80
February	\$2,348,153.80	\$977,648.98	\$781,063.67	\$2,544,739.11
March	\$2,544,739.11	\$2,472,690.11	\$1,019,647.01	\$3,997,782.21
April	\$3,997,782.21	\$1,939,521.82	\$949,608.00	\$4,987,696.03
May	\$4,987,696.03	\$964,234.99	\$854,327.33	\$5,097,603.69
June	\$5,097,603.69	\$640,742.18	\$1,091,641.28	\$4,646,704.59
July	\$4,646,704.59	\$419,932.55	\$759,881.97	\$4,306,755.17
August	\$4,306,755.17	\$892,536.00	\$783,972.81	\$4,415,318.36
September	\$4,415,318.36	\$714,743.42	\$976,416.42	\$4,153,645.36
October	\$4,153,645.36	\$432,097.29	\$954,682.25	\$3,631,060.40
November	\$3,631,060.40	\$866,116.41	\$866,885.02	\$3,630,291.79
December (prior to surplus balance transfer)	\$3,630,291.79	\$268,672.19	\$1,544,207.28	\$2,354,756.70
	PROJECTED	\$11,029,712.43	\$10,855,891.01	
	FINAL BUDGET	\$11,892,905.00	\$11,595,365.00	
	OVER/(UNDER)	(\$863,192.57)	(\$739,473.99)	
	OVER/(UNDER)	-7.26%	-6.38%	

General Fund Cash Balance Projection 2010

January	\$2,279,960.70	\$318,390.23	\$441,410.36	\$2,156,940.57
February	\$2,156,940.57	\$947,498.99	\$703,286.78	\$2,401,152.78
March	\$2,401,152.78	\$2,499,091.78	\$883,383.44	\$4,016,861.12
April	\$4,016,861.12	\$1,960,830.52	\$1,107,412.52	\$4,870,279.12
May	\$4,870,279.12	\$992,693.02	\$828,252.56	\$5,034,719.58
June	\$5,034,719.58	\$467,593.28	\$716,472.62	\$4,785,840.24
July	\$4,785,840.24	\$466,643.57	\$919,682.19	\$4,332,801.62
August	\$4,332,801.62	\$1,114,595.93	\$919,684.15	\$4,527,713.40
September	\$4,527,713.40	\$750,028.85	\$959,963.90	\$4,317,778.35
October	\$4,317,778.35	\$432,839.18	\$961,696.37	\$3,788,921.17
November	\$3,788,921.17	\$867,603.50	\$873,254.08	\$3,783,270.58
December	\$3,783,270.58	\$269,133.49	\$1,373,052.68	\$2,679,351.39
	PROJECTED	\$11,086,942.34	\$10,687,551.65	
	BUDGET	\$11,048,650.00	\$10,935,650.00	
	OVER/(UNDER)	\$38,292.34	(\$248,098.35)	
	OVER/(UNDER)	0.35%	-2.27%	

EIT Revenues - All Funds 2006-2010

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Projection	
January	\$ 58,962	\$ 136,497	\$ 186,772.55	\$ 198,653.38	\$ 155,295.63	A
February	\$ 531,082	\$ 459,933	\$ 523,019.51	\$ 514,210.32	\$ 572,852.38	A
March	\$ 121,897	\$ 302,112	\$ 293,342.45	\$ 339,228.16	\$ 277,442.94	A
April	\$ 120,707	\$ 253,215	\$ 334,279.73	\$ 356,292.49	\$ 389,664.19	A
May	\$ 948,223	\$ 789,083	\$ 754,979.88	\$ 721,936.71	\$ 799,890.40	A
June	\$ 398,439	\$ 347,129	\$ 374,463.86	\$ 276,479.82	\$ 142,114.32	A
July	\$ 83,523	\$ 91,669	\$ 155,334.99	\$ 105,750.48	\$ 129,589.83	A
August	\$ 464,007	\$ 556,144	\$ 521,070.90	\$ 632,303.66	\$ 587,764.98	A
September	\$ 238,311	\$ 226,128	\$ 252,335.22	\$ 203,019.57	\$ 205,802.98	A
October	\$ 122,777	\$ 106,475	\$ 122,179.40	\$ 158,849.96	\$ 158,849.96	E
November	\$ 440,106	\$ 584,661	\$ 465,214.11	\$ 577,861.85	\$ 577,861.85	E
December	\$ 240,924	\$ 115,984	\$ 230,980.14	\$ 135,325.74	\$ 135,325.74	E
Sub total collections	\$ 3,768,958	\$ 3,969,030	\$ 4,213,972.74	\$ 4,219,912.14	\$ 4,132,455.20	

5.31% 6.17% 0.14% -2.07%

- FUND ACCOUNTING
DATE: 10/22/10
TIME: 11:10:26

MONTGOMERY TOWNSHIP
SIDE BY SIDE BALANCE SHEET

PAGE NUMBER: 1
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REPORT ID: 00498

SELECTION CRITERIA: Yr='10'

LINE	DESCRIPTION	FUND 01 SEPTEMBER 2010	FUND 04	FUND 05	FUND 06	FUND 07	FUND 19
5	ASSETS						
10	SHORT TERM ASSETS						
15	CASH & CASH EQUIVALENTS	4,277,538.47	227,348.64	604,084.16	320,752.80	654,910.63	-19,155.55
17	INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
20	DUE TO/FROM	0.00	0.00	0.00	0.00	0.00	0.00
25	ACCOUNTS RECEIVABLE	960,402.02	13,611.49	8,410.24	0.00	566.49	0.00
30	PREPAID ASSETS	3,200.00	0.00	0.00	0.00	0.00	0.00
35	SUBTOTAL SHORT TERM ASSETS	5,241,160.49	240,960.13	612,494.40	320,752.80	655,477.12	-19,155.55
40	LONG TERM ASSETS						
45	FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
50	ACCUMULATED DEPRECIATION FI	0.00	0.00	0.00	0.00	0.00	0.00
55	INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	0.00
57	ACCUMULATED DEPRECIATION IN	0.00	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	0.00
65							
67	TOTAL ASSETS	5,241,160.49	240,960.13	612,494.40	320,752.80	655,477.12	-19,155.55
75	LIABILITIES						
80	SHORT TERM LIABILITIES						
85	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00
90	ACCRUALS AND OTHER PAYABLES	147,966.73	0.00	0.00	0.00	0.00	0.00
95	DEPOSITS	0.00	0.00	0.00	0.00	0.00	0.00
100	DEFERRED REVENUE	773,860.09	4,367.87	4,880.74	0.00	0.00	0.00
105	SUBTOTAL SHORT TERM LIABILI	921,826.82	4,367.87	4,880.74	0.00	0.00	0.00
110	FUND BALANCE						
115	BEGINNING FUND BALANCE	2,279,960.70	112,178.91	427,717.19	378,470.54	602,359.15	418.26
120	CURRENT YEAR REVENUE/LOSS	2,035,372.97	124,413.35	179,896.47	-57,717.74	53,117.97	-19,573.81
125	SUBTOTAL FUND BALANCE	4,315,333.67	236,592.26	607,613.66	320,752.80	655,477.12	-19,155.55
130	TOTAL LIABILITIES AND FUND	5,241,160.49	240,960.13	612,494.40	320,752.80	655,477.12	-19,155.55

- FUND ACCOUNTING
DATE: 10/22/10
TIME: 11:10:26

SELECTION CRITERIA: Yr='10'

MONTGOMERY TOWNSHIP
SIDE BY SIDE BALANCE SHEET

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

LINE	DESCRIPTION	FUND 23	FUND 30	FUND 31	FUND 35	FUND 50	FUND 91
5	ASSETS						

10	SHORT TERM ASSETS						

15	CASH & CASH EQUIVALENTS	776,049.28	11,960,195.01	188,758.72	559,515.25	0.00	994,419.82
17	INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
20	DUE TO/FROM	0.00	0.00	0.00	0.00	0.00	0.00
25	ACCOUNTS RECEIVABLE	7,864.64	0.00	0.00	0.00	0.00	-28,436.00
30	PREPAID ASSETS	0.00	0.00	0.00	0.00	0.00	-800,504.02
35	SUBTOTAL SHORT TERM ASSETS	783,913.92	11,960,195.01	188,758.72	559,515.25	0.00	165,379.80
40	LONG TERM ASSETS						

45	FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
50	ACCUMULATED DEPRECIATION FI	0.00	0.00	0.00	0.00	0.00	0.00
55	INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	0.00
57	ACCUMULATED DEPRECIATION IN	0.00	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	0.00
65							
67	TOTAL ASSETS	783,913.92	11,960,195.01	188,758.72	559,515.25	0.00	165,379.80

75	LIABILITIES						

80	SHORT TERM LIABILITIES						

85	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00
90	ACCRUALS AND OTHER PAYABLES	0.00	-0.01	0.00	0.00	0.00	0.00
95	DEPOSITS	0.00	0.00	0.00	0.00	0.00	0.00
100	DEFERRED REVENUE	6,166.41	0.00	0.00	0.00	0.00	0.00
105	SUBTOTAL SHORT TERM LIABILI	6,166.41	-0.01	0.00	0.00	0.00	0.00
110	FUND BALANCE						

115	BEGINNING FUND BALANCE	482,977.30	11,823,425.42	181,507.07	877,167.62	0.00	187,622.31
120	CURRENT YEAR REVENUE/LOSS	294,770.21	136,769.60	7,251.65	-317,652.37	0.00	-22,242.51
125	SUBTOTAL FUND BALANCE	777,747.51	11,960,195.02	188,758.72	559,515.25	0.00	165,379.80
130	TOTAL LIABILITIES AND FUND	783,913.92	11,960,195.01	188,758.72	559,515.25	0.00	165,379.80

BUSINESS TAX OFFICE
MONTHLY REPORT
 Sep-10

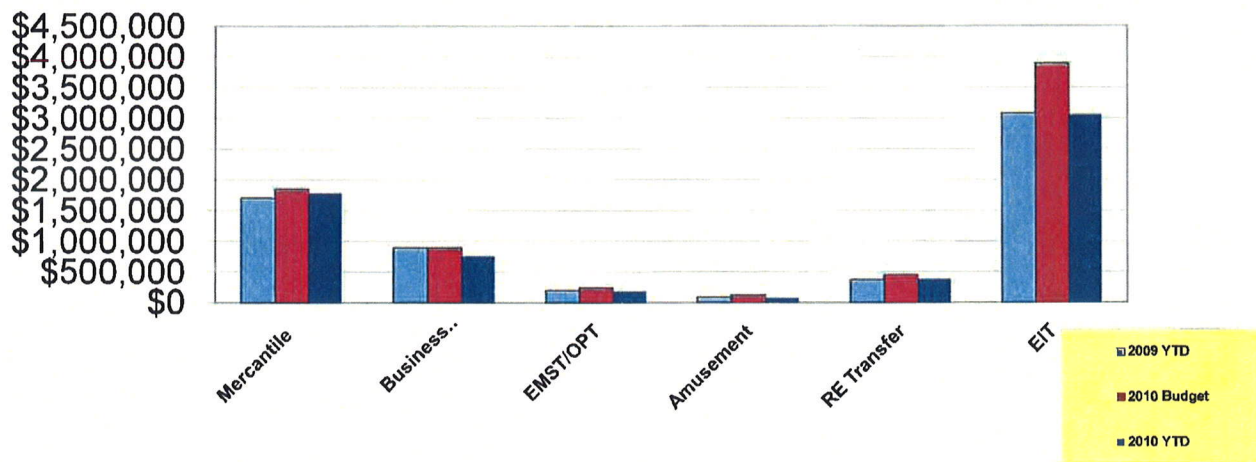
NEW BUSINESSES ADDED TO TAX ROLLS

NAME

Mobile Com	Glo Tans, Inc.
A.E. Manning, Inc.	Edward A. Postell Excavating, Inc.
R&M Plumbing	C&M Refrigeration
Diversified Electric	Coastal Insulation Corp.
Wargo Interior Systems	D.W. Caul, Inc.
Buck Enterprises	Alderfer Painting & Paperhanging, Inc.
John Christman Stucco	Weight Watchers of Philadelphia
G. Davis Masonry	Arthur J. Gallagher Service Co.
Body Central #276	

ACT 511 TAXES

	Mercantile	Business Privilege	EMST/OPT	Amusement	RE Transfer	EIT	TOTALS
2009 YTD	\$1,703,138	\$894,762	\$198,947	\$88,901	\$371,632	\$3,077,875	\$6,335,254
2010 Budget	\$1,853,000	\$897,000	\$235,000	\$119,000	\$450,000	\$3,890,000	\$7,444,000
2010 YTD	\$1,797,646	\$769,550	\$196,974	\$84,916	\$395,762	\$3,065,418	\$6,310,266
Current Month	\$22,076	\$8,018	\$2,605	\$15,137	\$50,867	\$140,803	\$239,505
% of Budget	97.01%	85.79%	83.82%	71.36%	87.95%	78.80%	84.77%



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	0	\$0
RESALE	20	\$394,052
DEED CHGS	8	N/A
COMMERCIAL	2	\$1,250,000
INDUSTRIAL	0	\$0
LAND	2	\$1
SHERIFF	3	\$1,998
TRANSFER TAXES PAID		\$50,867.10

MERCANTILE AND BUSINESS PRIVILEGE TAX												
AS OF 9/30/10												
GL TAX ACCOUNTS	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	TOTAL		
CURRENT YEAR												
310.3130 MERC	\$31,134.45	\$93,171.69	\$1,545,309.83	\$33,249.37	\$7,492.20	\$67,563.74	\$3,827.59	\$40,566.23	\$7,991.37	\$1,830,306.47		
310.3135 P&I	\$353.56	\$524.56	\$9,048.66	\$4,448.93	\$1,699.82	\$10,434.55	\$4,082.65	\$5,355.08	\$5,395.65	\$41,343.46		
310.3136 AUDIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
310.3180 BP	\$12,273.54	\$37,261.63	\$645,733.42	\$48,091.66	\$5,702.86	\$15,982.55	\$5,898.63	\$15,096.11	\$4,766.56	\$790,806.96		
310.3185 P&I	\$351.46	\$980.02	\$1,661.61	\$4,401.69	\$2,166.81	\$3,143.68	\$784.79	\$2,237.65	\$1,238.32	\$16,966.03		
310.3186 AUDIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
TOTAL	\$44,113.01	\$131,937.90	\$2,201,753.52	\$90,191.65	\$17,061.69	\$97,124.52	\$14,593.66	\$63,255.07	\$19,391.90	\$2,679,422.92		
PRIOR YEAR												
310.3131 MERC	-\$5,087.25	-\$7,694.99	-\$121,387.82	\$24,244.11	-\$5,468.94	\$13,633.71	\$2,537.92	\$4,932.04	\$8,438.79	-\$85,852.43		
310.3181 BP	\$2,313.43	\$860.62	-\$71,138.77	\$3,452.93	-\$345.36	\$6,378.99	-\$531.26	-\$451.37	\$1,562.83	-\$57,897.96		
TOTAL	-\$2,773.82	-\$6,834.37	-\$192,526.59	\$27,697.04	-\$5,814.30	\$20,012.70	\$2,006.66	\$4,480.67	\$10,001.62	-\$143,750.39		
TOTAL TAXES	\$41,339.19	\$125,103.53	\$2,009,226.93	\$117,888.69	\$11,247.39	\$117,137.22	\$16,600.32	\$67,735.74	\$29,393.52	\$2,535,672.53		
LICENSES												
321.3255 MERC LIC	\$925.00	\$1,300.00	\$6,798.44	\$775.00	\$400.00	\$550.00	\$350.00	\$500.00	\$250.00	\$11,848.44		
321.3256 BP LIC	\$1,075.00	\$1,975.00	\$10,525.00	\$3,145.20	\$600.00	\$1,075.00	\$280.00	\$550.00	\$450.00	\$19,675.20		
TOTAL LICENSES	\$2,000.00	\$3,275.00	\$17,323.44	\$3,920.20	\$1,000.00	\$1,625.00	\$630.00	\$1,050.00	\$700.00	\$31,523.64		
TOTAL GL SYSTEM	\$43,339.19	\$128,378.53	\$2,026,550.37	\$121,808.89	\$12,247.39	\$118,762.22	\$17,230.32	\$68,785.74	\$30,093.52	\$2,567,196.17		

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Montgomery Township Inter-Office Memo

To: Lawrence J. Grogan, Interim Township Manager; Shannon Drosnock, Interim Finance Director
From: Richard Grier, Technology Manager
Date: October 22, 2010
Subject: September 2010 IT activities

The following are the activities of the Technology Manager for the Month of September, 2010

- Resolved issue where Mont Twp email were blocked from all major ISPs
 - Infected PD PC was sending nefarious emails causing the Twp to be blacklisted
 - Solution consists of contacting and working with tech support for each ISP and email host
- Installed new console phone to replace broken unit at the Reception desk
- Scheduled Payroll Year End training
- Completed 2011 IT budget – Acquired service quotes, updated pricing and reviewed IT inventory and future planning
- Upgraded Firehouse Software to the latest version for FDMT and DFS
- Resolved Data and Voice issue at Battalion 2 - no email, internet or phone
 - FDMT network upgrade caused our account with Comcast to go offline
 - Resolution took many days to complete as Comcast worked to fix our account
- Created new account for Rec Intern - Setup PC, Phone and email
- Attended US 202 Parkway ITS meeting to discuss traffic management technology and project updates
- Worked with Verizon techs to create an option for Police emergency call routing out to the county
- Reconfigured UPS (battery backup) for Battalion 2 to reduce load and extend power in case of outage
- Met with Network Engineer to discuss Police tech upgrades
- Setup Smartphone for Interim Township Manager
- Updated Check PCMCIA card to reflect changes in authorized signatures for printed checks
- Setup and configured laptop and phone for Interim Finance Director

Scheduled work for October 2010 and beyond

- Complete Department Head Kronos Training, finalize policy and complete export to Pentamotion
- Focus attention on Business Continuity project
- Email retention policy