

MONTGOMERY TOWNSHIP
AGENDA
FINANCE COMMITTEE
Thursday, June 23, 2011
7:30 pm

1. Call to order
2. Approval of Meeting Minutes of May 26, 2011 Meeting
3. Updated and new business including review of:
 - May 2011 Financial Reports
 - Business Tax Report
 - Real Estate Report
 - Investment Report
 - Fund Balance Report
 - IT Report
4. Other Business:
 - Select another date for a Finance Committee update at a BOS meeting
 - Discuss options for a funds transfer
5. Adjournment

Montgomery Township Inter-Office Memo

To: Lawrence J. Gregan, Township Manager
From: Shannon Q. Drosnock, Finance Director
Date: June 15, 2011
Subject: May 2011 Finance Department Report

Following is a list of significant activities for the Finance Department for the Month of May 2011:

- May 2nd was the first quarterly due date for the new Local Services Tax. Accordingly, during the month of May staff processed 335 Local Services Tax returns for a total 960 first quarter returns generating \$160K year to date. This is 5% above budget for the first quarter. Additionally, staff continued to process Business Tax returns received past the due date of March 15th.
- During the month of May staff continued to spend a significant amount of time reviewing the Business Privilege and Mercantile Tax returns that were processed in March and April. During the review period letters are sent out to businesses for a variety of reasons including: interest and penalty owed on late filings, an incorrect calculation on a return, lack of supporting documentation filed, etc.
- During the month of May staff spent time assisting the Bargaining Team involved in the Police Collective Bargaining Agreement with a financial impact analysis of various negotiation scenarios.
- In May the Pentamation Software Penalty and Interest calculation modification for LST was implemented into the live database and is currently being used by staff with no issues.
- The Business Tax appeal of Movers Specialty Tax was decided in May. The company's appeal was granted and the company was refunded a total of \$74,867.62 inclusive of interest for the tax years 2008, 2009, 2010 and the 2011 estimate.
- Continued to work with the Township's current bank and other local banks to request investment rates and work with the committee to prepare a recommendation to the Board for investment of Township funds.
- Attended a roundtable discussion with other municipal Finance Directors and pension consultants on the issues surrounding Act 44 compliance. Ensured that the Township is doing what is necessary to become and remain compliant with the Act.

- Dedicated mostly the second half of the month working on the information required in the Comprehensive Annual Financial Report (CAFR).

Included with this report are the following reports.

- Statement of Changes in Fund Balances Report for General Fund as of April 30, 2011 with notes.
- Chart comparing the Local Enabling Tax receipts year to date to the same time period in 2011.
- Chart showing the comparison of the General Fund's Projected Cash Balances in 2010 vs. 2011.
- Earned Income Tax Revenue comparison report.
- Side by Side Fund Balance report showing the fund balances currently available in each of the Township's Operating/Reserve funds and the change in the individual fund balances since the beginning of the year.
- A copy of the Business Tax Collection Report, Real-estate Tax Collectors report and Technology Report for the Month of May 2011.

Notes to Statement of Changes in Fund Balance
Report- General Fund
May 2011 vs. May 2010

- **Tax Revenue Collections**

- Real Estate Tax Collections are down 2.3%, or \$33K, as compared to same period prior year. Taxpayers now fall within the “face” period which extends from May 1st through to June 30th.
- Earned Income Tax collections are down 12.6% or \$268K as compared to same period prior year. This is related mostly to the timing of the receipt of the payments from the Tax Collector. The Township received notification from the Tax Collector that this timing issue could potentially occur. June receipts are up \$110K for the first week as compared to the first week of last year. Given the uptick in June receipts and the information from the Tax Collector, we do not anticipate this decrease to remain.
- Real Estate Transfer Tax Revenues are up 6.8% or \$15.5K, from May 2010. Tax receipts reported in May represent real estate transactions that took place in April 2011. Real estate transactions in April of 2011 were fewer in number and for a lesser average dollar amount; however the strong revenues received in March 2011 were enough to keep the comparative trend above prior year.
- Mercantile Tax revenue collections are up 10.6% (\$171K) as compared to same period prior year. Delinquency notices (394) were sent in May to Mercantile/Business Privilege tax accounts that have not filed their 2011 tax returns (for tax year 2010).
- Local Services Tax revenue collections are exceeding budget by 5%. As this is the first year for the new tax amount and new collection regulations, there is no comparable data for the prior year; therefore the comparison to budget is the benchmark.
- Amusement tax receipts are down 20% (\$6K) as compared to same period prior year but are on target to reach budget. The budget reflects the anticipated decrease in receipts with the closing of the Garden Golf Center.
- Business Privilege Tax (BPT) receipts are down 5% (\$34.7K) as compared to same period prior year. The primary cause for the reduction was the Movers Specialty tax appeal award for \$74K.

- Overall tax revenues are down 2.5% (\$157K) as compared to same period prior year. The largest components of this decrease are related to the Earned Income Tax revenues (primarily a result of a timing issue) and the Movers Specialty tax appeal refund. At this time, all revenues are expected to end the year on budget.
- Other Revenue Sources
 - Building Permit revenues are up a significant 30.1% (\$50.9K) compared to May 2010 and approximately 3% above budget. This strong trend has been seen each month of the year to date.
 - Cable TV Franchise Fees are up 10.8% or \$22.9K as compared to prior year, contributing to the overall Permits and License Revenues increase of 17.6% (\$74K) from same period 2010.
 - Overall Revenues are down .8% (\$51K) compared to May 2010. Again, this is a result of the Earned Income Tax issue which is primarily related to the timing of the receipts and the Movers Specialty tax appeal refund. Absent these two specific issues, we have seen positive gains across the board in most all revenue sources.
- Expenditures
 - Overall year to date expenditures are down 4.4% (\$156K) compared to May 2010. Expenses are down in every department across the board as the budget continues to be managed in consideration of these economic times. Overall expenditures at the end of May, when adjusted up to include the 2010 year end payroll accruals are at 37.5% of budget compared to an expected expenditure rate of 41.6%.

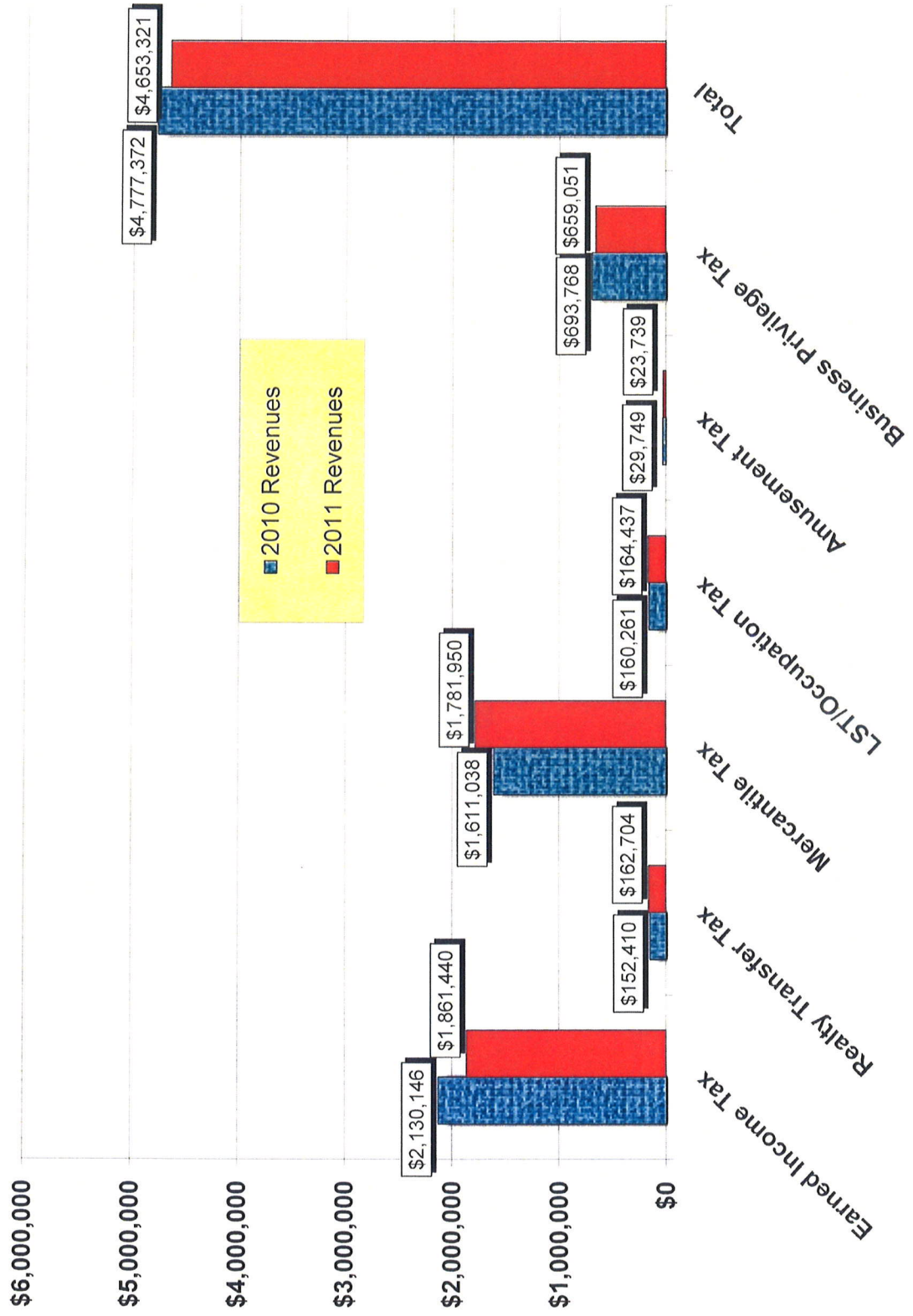
General Fund Balance

The balance in the General Fund as of the end of May 2011 is approximately \$5.4M as compared to \$5.0M at the end of May 2010. The fund balance continues to be strong and grow as a direct result of conservative management and a well diversified revenue base. Note that the year end fund balance projection for 2010 is based on actual revenues and expenditures as of May 2011 with the projected revenues and expenditures for June through December. The projected revenues/expenditures are based on the monthly revenue and expenditures percentages from 2010 applied to the 2011 Budget.

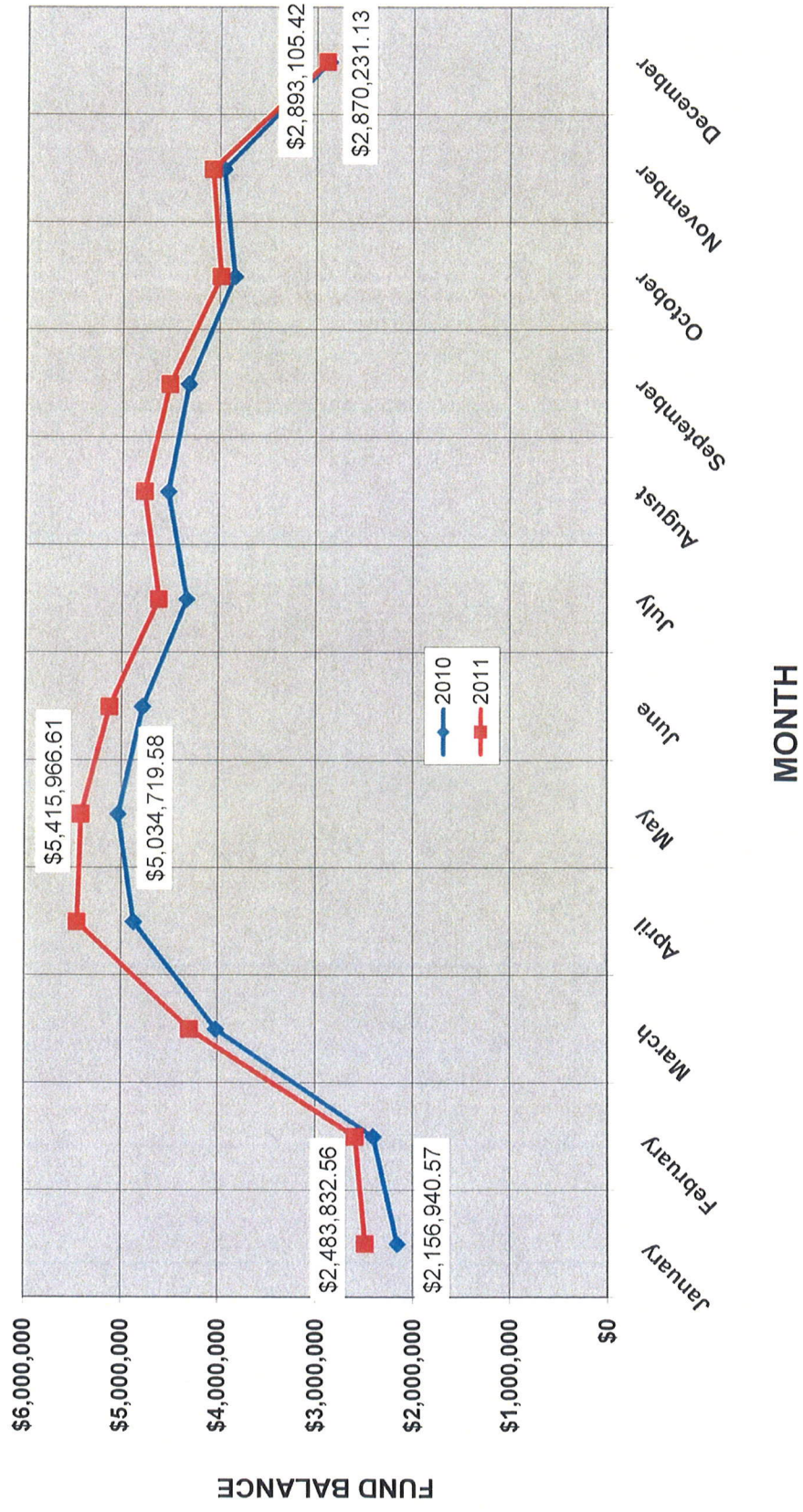
MONTGOMERY TOWNSHIP
STATEMENT OF CHANGES IN FUND BALANCE
GENERAL FUND
AS OF MAY 31, 2011

	2011 BUDGET (1)	2011 ACTUAL (2)	% of TOTAL (3)	2010 BUDGET (4)	2010 ACTUAL (5)	% of TOTAL (6)	DOLLAR VARIANCE 2010-2011 ACTUAL (2 - 5)	PERCENT VARIANCE 2010-2011 ACTUAL (2 - 5)
REVENUES								
Taxes								
Real Estate Tax	1,575,600	1,396,307	20.9%	1,585,600	1,429,531	21.3%	(33,224)	-2.3%
Earned Income Tax	3,770,000	1,861,440	27.9%	3,890,000	2,130,146	31.7%	(268,706)	-12.6%
Real Estate Transfer Tax	600,000	162,704	2.4%	450,000	152,410	2.3%	10,294	6.8%
Mercantile Tax	1,840,000	1,781,950	26.7%	1,840,000	1,611,038	24.0%	170,912	10.6%
Occupation Privilege Tax/Local Services Tax	470,000	164,437	2.5%	235,000	160,261	2.4%	4,176	2.6%
Amusement Tax	78,000	23,739	0.4%	119,000	29,749	0.4%	(6,009)	-20.2%
Business Privilege Tax	775,000	659,051	9.9%	875,000	693,768	10.3%	(34,716)	-5.0%
Total Taxes	9,108,600	6,049,630	90.7%	8,994,600	6,206,902	92.4%	(157,273)	-2.5%
Permits and Licenses								
Building Permits	520,700	219,915	3.3%	453,000	168,978	2.5%	50,936	30.1%
Cable TV	425,000	235,350	3.5%	390,000	212,438	3.2%	22,912	10.8%
All Others	78,300	43,600	0.7%	87,900	42,919	0.6%	681	1.6%
Total Permits and Licenses	1,024,000	498,865	7.5%	930,900	424,335	6.3%	74,530	17.6%
Other Sources								
Fines	127,000	79,772	1.2%	114,000	38,125	0.6%	41,648	109.2%
Interest	25,000	6,252	0.1%	40,000	6,879	0.1%	(627)	-9.1%
Grants	411,000	14,942	0.2%	418,000	20,785	0.3%	(5,844)	-28.1%
Department Services	78,875	26,890	0.4%	78,875	20,352	0.3%	6,538	32.1%
Other Financing Sources	55,000	(9,210)	-0.1%	55,000	1,126	0.0%	(10,336)	-918.1%
	696,875	118,647	1.8%	705,875	87,267	1.3%	31,380	36.0%
TOTAL REVENUES	10,829,475	6,667,141	100.0%	10,631,375	6,718,505	100.0%	(51,363)	-0.8%
EXPENSES								
Administration	1,194,954	392,321	11.4%	1,228,960	413,643	11.5%	(21,322)	-5.2%
Finance	791,150	299,291	8.7%	780,060	314,049	8.7%	(14,758)	-4.7%
Police	5,585,320	1,842,785	53.6%	5,549,540	1,995,941	55.6%	(153,156)	-7.7%
Code	823,822	265,981	7.7%	784,135	229,798	6.4%	36,182	15.7%
Public Works	2,091,304	635,278	18.5%	1,962,895	638,505	17.8%	(3,227)	-0.5%
Other Financing Uses	-	-	0.0%	-	-	0.0%	0	#DIV/0!
TOTAL EXPENSES	10,486,550	3,435,656	100.0%	10,305,590	3,591,937	100.0%	(156,281)	-4.4%
NET REVENUES/(EXPENSES)	342,925	3,231,486		325,785	3,126,568		104,918	3.4%
INCOMING TRANSFERS	402,540	11,827		417,275	-		11,827	#DIV/0!
OUTGOING TRANSFERS	(665,100)	(304,577)		(630,060)	(371,809)		67,232	-18.1%
{DEFICIT}/SURPLUS	80,365	2,938,735		113,000	2,754,759		183,977	6.7%
BEGINNING FUND BALANCE	2,477,231	2,477,231		2,279,961	2,279,961		197,270	8.7%
ENDING FUND BALANCE	2,557,596	5,415,967		2,392,961	5,034,720		381,247	7.6%

Local Enabling Tax Revenue Comparison 2010 - 2011 As of May 31, 2011



GENERAL FUND CASH BALANCE
2010 ACTUAL VS 2011 PROJECTION
AS OF MAY 31, 2011



Cash Balance - General Fund 2010

	Beginning Bal	Revenues	Expenditures	Ending Balance
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	\$750,808.85	\$959,188.58	\$4,319,333.67
October	\$4,319,333.67	\$381,405.52	\$856,206.88	\$3,844,532.31
November	\$3,844,532.31	\$677,838.01	\$563,706.80	\$3,958,663.52
December (prior to surplus balance transfer)	\$3,958,663.52	\$472,583.31	\$1,561,015.70	\$2,870,231.13
	PROJECTED	\$11,049,973.01	\$10,459,702.58	
	FINAL BUDGET	\$11,048,650.00	\$10,935,650.00	
	OVER/(UNDER)	\$1,323.01	(\$475,947.42)	
	OVER/(UNDER)	0.01%	-4.35%	

General Fund Cash Balance Projection 2011

January	\$2,477,231.13	\$352,093.62	\$345,492.19	\$2,483,832.56
February	\$2,483,832.56	\$878,642.37	\$774,852.00	\$2,587,622.93
March	\$2,587,622.93	\$2,769,078.98	\$1,065,573.43	\$4,291,128.48
April	\$4,291,128.48	\$1,974,511.75	\$812,722.92	\$5,452,917.31
May	\$5,452,917.31	\$704,641.26	\$741,591.96	\$5,415,966.61
June	\$5,415,966.61	\$475,296.61	\$763,869.89	\$5,127,393.33
July	\$5,127,393.33	\$474,331.26	\$980,522.52	\$4,621,202.07
August	\$4,621,202.07	\$1,132,958.26	\$980,524.61	\$4,773,635.72
September	\$4,773,635.72	\$763,178.00	\$1,022,642.40	\$4,514,171.32
October	\$4,514,171.32	\$387,688.96	\$912,848.08	\$3,989,012.20
November	\$3,989,012.20	\$689,005.00	\$600,998.06	\$4,077,019.14
December	\$4,077,019.14	\$480,368.85	\$1,664,282.57	\$2,893,105.42
	PROJECTED	\$11,081,794.92	\$10,665,920.63	
	BUDGET	\$11,232,015.00	\$11,151,650.00	
	OVER/(UNDER)	(\$150,220.08)	(\$485,729.37)	
	OVER/(UNDER)	-1.34%	-4.36%	

EIT Revenues - All Funds 2006-2011

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Projection	
January	\$ 58,962.57	\$ 136,497.66	\$ 186,772.55	\$ 198,653.38	\$ 155,295.63	\$ 158,257.14	A
February	\$ 531,082.68	\$ 459,933.82	\$ 531,022.02	\$ 514,210.32	\$ 572,852.38	\$ 410,595.47	A
March	\$ 121,897.33	\$ 301,862.48	\$ 298,956.87	\$ 339,228.16	\$ 277,442.94	\$ 464,181.56	A
April	\$ 120,707.56	\$ 253,215.48	\$ 334,307.73	\$ 356,292.49	\$ 389,664.19	\$ 383,464.33	A
May	\$ 948,223.88	\$ 789,083.55	\$ 754,979.88	\$ 721,936.71	\$ 799,890.40	\$ 534,941.46	A
June	\$ 398,439.50	\$ 347,129.61	\$ 377,599.92	\$ 276,479.82	\$ 142,114.32	\$ 142,114.32	E
July	\$ 83,523.47	\$ 91,669.93	\$ 155,334.99	\$ 105,750.48	\$ 129,589.83	\$ 129,589.83	E
August	\$ 464,007.86	\$ 556,144.36	\$ 521,070.90	\$ 632,303.66	\$ 587,764.98	\$ 587,764.98	E
September	\$ 288,311.94	\$ 226,128.20	\$ 252,787.48	\$ 203,019.57	\$ 205,802.98	\$ 205,802.98	E
October	\$ 122,777.58	\$ 106,475.98	\$ 122,464.14	\$ 158,849.96	\$ 142,752.49	\$ 142,752.49	E
November	\$ 440,106.72	\$ 528,411.74	\$ 465,214.11	\$ 577,861.85	\$ 449,050.83	\$ 449,050.83	E
December	\$ 259,489.72	\$ 282,563.15	\$ 243,505.81	\$ 62,726.74	\$ 252,901.26	\$ 252,901.26	E
Sub total collections	\$ 3,837,530.81	\$ 4,079,115.96	\$ 4,244,016.40	\$ 4,147,313.14	\$ 4,105,122.23	\$ 3,861,416.65	
		6.30%	4.04%	-2.28%	-1.02%	-5.94%	

FUND ACCOUNTING
DATE: 06/10/11
TIME: 10:16:48

MONTGOMERY TOWNSHIP
SIDE BY SIDE BALANCE SHEET

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SELECTION CRITERIA: YR='11'

LINE	DESCRIPTION	FUND 01 MAY 2011	FUND 04	FUND 05	FUND 06	FUND 07	FUND 19
5	ASSETS						
10	SHORT TERM ASSETS						
15	CASH & CASH EQUIVALENTS	5,370,320.50	350,861.81	876,967.18	294,993.99	701,574.03	-3,384.13
17	INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
20	DUE TO/FROM	42.09	0.00	0.00	0.00	0.00	0.00
25	ACCOUNTS RECEIVABLE	959,546.10	12,716.49	6,226.46	0.00	0.00	0.00
30	PREPAID ASSETS	3,200.00	0.00	0.00	0.00	0.00	0.00
35	SUBTOTAL SHORT TERM ASSETS	6,333,108.69	363,578.30	883,193.64	294,993.99	701,574.03	-3,384.13
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	6,333,108.69	363,578.30	883,193.64	294,993.99	701,574.03	-3,384.13
75	LIABILITIES						
80	SHORT TERM LIABILITIES						
85	ACCOUNTS PAYABLE	-531.20	0.00	0.00	0.00	0.00	0.00
90	ACCRUALS AND OTHER PAYABLES	143,813.19	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	917,142.08	4,367.87	4,880.74	0.00	0.00	0.00
110	FUND BALANCE						
115	BEGINNING FUND BALANCE	2,477,231.13	141,997.51	479,126.10	309,074.47	626,167.35	-2,355.24
120	CURRENT YEAR REVENUE/LOSS	2,938,735.48	217,212.92	399,186.80	-14,080.48	75,406.68	-1,028.89
125	SUBTOTAL FUND BALANCE	5,415,966.61	359,210.43	878,312.90	294,993.99	701,574.03	-3,384.13
130	TOTAL LIABILITIES AND FUND	6,333,108.69	363,578.30	883,193.64	294,993.99	701,574.03	-3,384.13

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MONTGOMERY TOWNSHIP
SIDE BY SIDE BALANCE SHEET

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

10	SHORT TERM ASSETS						

15	CASH & CASH EQUIVALENTS	946,191.55	11,760,721.01	209,594.04	998,306.66	0.00	797,962.99
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	-55,023.53
25	ACCOUNTS RECEIVABLE	7,864.64	0.00	0.00	0.00	0.00	-575,951.56
30	PREPAID ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
35	SUBTOTAL SHORT TERM ASSETS	954,056.19	11,760,721.01	209,594.04	998,306.66	0.00	166,987.90
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	954,056.19	11,760,721.01	209,594.04	998,306.66	0.00	166,987.90

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	586,410.25	11,923,918.43	185,889.40	561,160.67	0.00	158,752.62
120	CURRENT YEAR REVENUE/LOSS	361,479.53	-163,197.41	23,704.64	437,145.99	0.00	8,235.28
125	SUBTOTAL FUND BALANCE	947,889.78	11,760,721.02	209,594.04	998,306.66	0.00	166,987.90
130	TOTAL LIABILITIES AND FUND	954,056.19	11,760,721.01	209,594.04	998,306.66	0.00	166,987.90

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BUSINESS TAX OFFICE
MONTHLY REPORT
May-11

NEW BUSINESSES ADDED TO TAX ROLLS

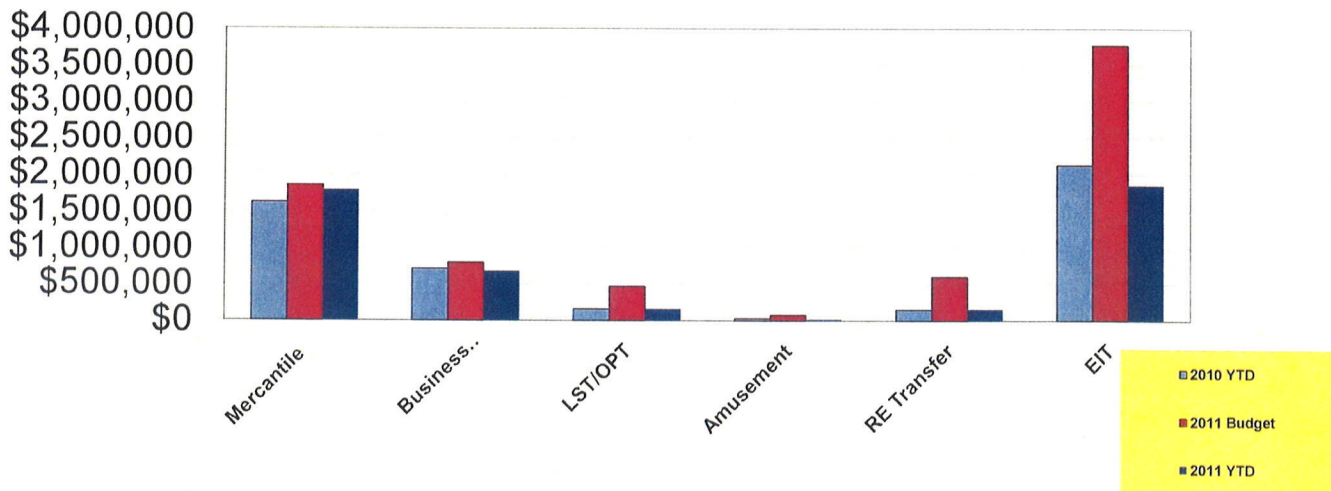
NAME

Prime Retail Services, Inc.
 Lisa Newsham Investment Advisor
 Marian Family Welsh, LP-McDonald's
 Flextronics America

Vision Mortgage Capital Corp.
 Rocco's Arms and Ammo
 BAC Home Loans Servicing LP

ACT 511 TAXES

	Mercantile	Business Privilege	LST/OPT	Amusement	RE Transfer	EIT	TOTALS
2010 YTD	\$1,621,237	\$711,088	\$160,261	\$29,749	\$152,410	\$2,130,146	\$4,804,890
2011 Budget	\$1,853,000	\$797,000	\$470,000	\$78,000	\$600,000	\$3,770,000	\$7,568,000
2011 YTD	\$1,791,625	\$681,107	\$164,437	\$23,739	\$162,704	\$1,861,440	\$4,685,053
Current Month	\$34,446	-\$61,940	\$23,299	\$6,494	\$43,967	\$534,941	\$581,206
% of Budget	96.69%	85.46%	34.99%	30.44%	27.12%	49.38%	61.91%



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	6	\$432,448
RESALE	17	\$331,084
DEED CHGS	11	N/A
COMMERCIAL	1	\$955,000
INDUSTRIAL	0	\$0
LAND	0	\$0
SHERIFF	1	\$1,751
TRANSFER TAXES PAID		\$43,966.61

Tax Collector's Monthly Report to Taxing Districts
For the Month of May 2011
Montgomery Township Taxing District

	Real Estate	Interim 2010	Interim 2011	Street Light
A. Collections				
1. Balance Collectable - Beginning of Month	263,554.51	\$ 88.48	\$ 7,749.97	\$ 10,890.00
2A. Additions: During the Month (*)		\$	-	
2B. Deductions: Credits During the Month - (from line 17)	\$ -	\$	-	
3. Total Collectable	\$ 263,554.51	\$ 88.48	\$ 7,749.97	\$ 10,890.00
4. Less: Face Collections for the Month	\$ 28,361.62	\$ 0.77	\$ 2,407.18	\$ 1,400.00
5. Less: Deletions from the List (*)				
6. Less: Exonerations (*)				
7. Less: Liens/Non-Lienable Installments (*)				
8. Balance Collectable - End of Month	\$ 235,192.89	\$ 87.71	\$ 5,342.79	\$ 9,490.00
B. Reconciliation of Cash Collected				
9. Face Amount of Collections - (must agree with line 4)	\$ 28,361.62	\$ 0.77	\$ 2,407.18	\$ 1,400.00
10. Plus: Penalties	\$	-		
11. Less: Discounts	\$ 191.06	\$ -	\$ 43.05	\$ 4.00
12. Total Cash Collected per Column	\$ 28,170.56	\$ 0.77	\$ 2,364.13	\$ 1,396.00
13. Total Cash Collected - (12A + 12B + 12C + 12D)			\$	\$ 31,931.46

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

C. Payment of Taxes

14. Amount Remitted During the Month (*)

Date	Transaction #	Amount	TOTAL ALL TAXES
06/03/11		31,931.46	
Total			31,931.46

Transaction #	Amount Paid with this Report Applicable to this Reporting Month
15.	

16. Total Remitted This Month	\$ 31,931.46
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17. List, Other Credit Adjustments (*)

Parcel #	Name	Amount

Total	\$	-
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18. Interest Earnings (if applicable) \$ 4.30

TAXING DISTRICT USE (OPTIONAL)

Carryover from Previous Month

Amount Collected This Month

Less Amount Paid this Month

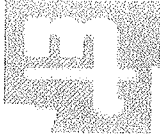
Ending Balance \$ _____ Title: _____ Date: _____

Received by (taxing district): _____

Title: _____ Date: _____

I acknowledge the receipt of this report.

Frankella J. J. J. Tax Collector Date *6/27/11*



Montgomery Township Inter-Office Memo

To: Lawrence J. Gregan, Township Manager

Shannon Drosnock, Finance Director

From: Richard Grier, Technology Manager

Date: June 10, 2011

Subject: May 2011 IT activities

The following are the activities of the Technology Manager for the Month of May, 2011.

- Began migration to FiOS for the Township Building and Battalion 1
 - Circuits installed and ready for cut-over
- Configured new servers for Business Continuity
 - Configured Windows Server 2008 on both machines
 - Installed critical, security updates and all service packs
 - Opened ticket with Dell to configure Virtualization
- Setup PCs and accounts for summer help and new employees
- Recycled old PCs and hardware for free via <http://ezpcrecycling.com/>
- Resolved issue with printing from GIS system (Next Level Mapping) for entire staff
- Finalized Aries traffic PC configuration and access
 - Public Works can remotely access PC located in Police dispatch
 - Can now configure traffic signal settings and timing
- Met with Parks & Rec to discuss map builder options for Township website
- Gathered handset counts and phone system information for vendors so they can complete their quotes
- Ordered new phones for Summer Camp
- Gathered water damaged equipment from Public Works office
 - Documented damaged inventory
 - Obtained replacement quotes from vendors
- Completed roll out of Penalty & Interest custom application from SunGard

Scheduled work for June 2011 and beyond

- Business Continuity project – Setup Virtualization of old hardware and configure offsite backups
- Finish FiOS migration and cancel obsolete circuits
 - Start Battalion 2 install and cut-over
- Pursue electronic Board Packet options