MONTGOMERY TOWNSHIP
AGENDA
FINANCE COMMITTEE
Monday, May 15, 2017
7:00 pm

1. Call to order

2. Approval of Meeting Minutes of April 24, 2017 Meeting

3. Updated and new business including review of:

    - April 2017 Financial Reports
        - Fund Balance Report
        - GF Cash Balance Report
        - Local Enabling Tax Revenue Comparison
        - Earned Income Tax Revenue
        - Business Tax Report
        - Real Estate Report
        - Investment Report
    - CRC Update

4. Other Business

5. Adjournment

Montgomery Township
Inter-Office Memo

To: Lawrence J. Gregan, Township Manager

From: Ami Tarburton, Finance Director

Date: May 9, 2017

Subject: April 2017 Financial Reports Analysis

Attached you will find financial reports for the month ending April 30, 2017. This memo will serve as a brief analysis of the following reports and charts:

- Statement of Changes in Fund Balances Report for General Fund as of April 30, 2017.

- Chart comparing the Local Enabling Tax receipts year-to-date to the same time period in 2016.

- Chart showing the comparison of the General Fund's Projected Cash Balances in 2016 vs. 2017. Note that the year end fund balance projection for 2017 is based on actual revenues and expenditures as of April 30, 2017 with the projected revenues and expenditures for May through December. The projected revenues/expenditures are based on the monthly revenue and expenditures percentages from 2016 applied to the 2017 Budget.

- Earned Income Tax Revenue comparison report.

- A copy of the Business Tax Collection, Real Estate Tax Collector's, Investment Management Schedule, and the Rec Center Operating Revenue and Expenditure Report for the month of April 2017.

Analysis of Statement of Changes in Fund Balance
General Fund
April 2017 vs April 2016

- Real Estate Tax Collections are up 33% or $500K, as compared to same period prior year. April ends the 'discount period' where residents receive a 2% discount for payment during that time. The bulk of the real estate tax revenue for 2017 has been collected, although we should see another influx of revenues in August, the due date before penalties are assessed.

- Earned Income Tax (EIT) collections in the General Fund are down 11% or $195K from April of the prior year. In 2016, we received a one-time windfall of $200K not to be repeated in 2017, showing that Berkheimer revenues are starting to level off.

- Real Estate Transfer Tax Revenues are down 7% or $12K as compared to same period prior year. Receipts reported in April are for March. This decrease is due to a couple of large commercial real estate transactions that occurred early in 2016.

- Mercantile Tax revenue collections are down 10% or $205K as compared to same period prior year. This decrease is mainly due to the timing of receiving some of our larger taxpayers' remittances. The due date for this tax was March 15th. We are still analyzing and testing the integrity of the data from our new software system.

- Local Services Tax revenue collections are up $2K or 1%. The first due date for employer remittances for 2017 was April 30th.

- Amusement tax receipts are down $1500 as compared to same period prior year.

- Business Privilege Tax (BPT) receipts are down 1.7% ($12K) as compared to same period prior year. The due date for this tax was March 15th. Revenue collections are highest during the months of February, March and April.

- Overall tax revenues are up 1%, about $78K, as compared to the same period last year. Strong real estate tax revenues have helped to offset the delay in business tax revenue receipts.

- Other Revenue Sources

  - Building Permit revenues are down 1% ($2K) as compared to same period 2016. The primary season for this revenue source is spring into summer.

  - Cable Franchise Fees are up about 2.4% as compared to same period 2016.

  - Overall revenues are up 1% or $65K compared to April 2016.

- Expenditures

  - Overall year to date expenditures are up slightly as compared to same period prior year (1.6%). Most of this increase can be attributed salary/wage and benefit expense increases.

Other items of Interest for Finance Committee
May 15, 2017

- Police contract negotiations are still ongoing. The contract expired December, 2016.
- Discussion of investments:
  - Adopt an investment policy?
  - Realign "laddered" CD's

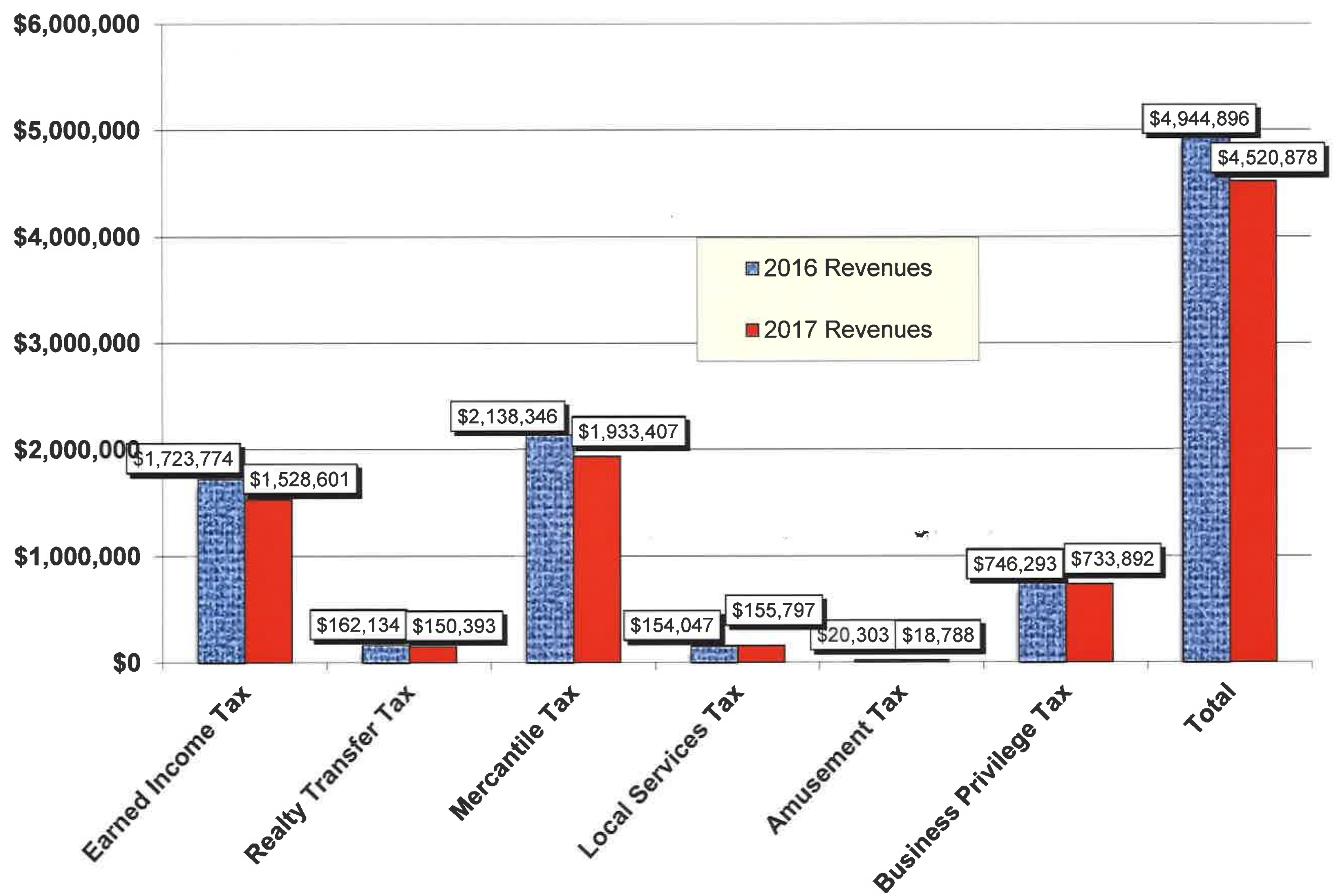
MONTGOMERY TOWNSHIP
STATEMENT OF CHANGES IN FUND BALANCE
GENERAL FUND
AS OF APRIL 30, 2017

April	2017 BUDGET (1)	2017 ACTUAL (2)	% of TOTAL (3)	2016 BUDGET (4)	2016 ACTUAL (5)	% of TOTAL (6)	DOLLAR VARIANCE 2016-2017 ACTUAL (2 - 5)	PERCENT VARIANCE 2016-2017 ACTUAL (2 - 5)
REVENUES								
Taxes								
Real Estate Tax	2,113,400	1,995,115	28.4%	1,636,100	1,493,022	21.5%	**502,093**	33.6%
Earned Income Tax	5,350,000	1,528,601	21.8%	5,190,000	1,723,774	24.8%	**(195,173)**	-11.3%
Real Estate Transfer Tax	750,000	150,393	2.1%	700,000	162,134	2.3%	**(11,740)**	-7.2%
Mercantile Tax	2,120,000	1,933,407	27.5%	2,050,000	2,138,346	30.8%	**(204,939)**	-9.6%
Local Services Tax	557,500	155,797	2.2%	548,000	154,047	2.2%	**1,750**	1.1%
Amusement Tax	63,000	18,788	0.3%	73,000	20,303	0.3%	**(1,515)**	-7.5%
Business Privilege Tax	780,000	733,892	10.5%	780,000	746,293	10.7%	**(12,401)**	-1.7%
Total Taxes	11,733,900	6,515,993	92.8%	10,977,100	6,437,917	92.6%	**78,075**	1.2%
Permits and Licenses								
Building Permits	550,500	221,338	3.2%	579,000	223,662	3.2%	**(2,325)**	-1.0%
Cable TV	600,000	153,275	2.2%	570,000	149,703	2.2%	**3,572**	2.4%
All Others	93,000	44,302	0.6%	80,500	50,521	0.7%	**(6,219)**	-12.3%
Total Permits and Licenses	1,243,500	418,915	6.0%	1,229,500	423,887	6.1%	**(4,972)**	-1.2%
Other Sources								
Fines	175,000	39,454	0.6%	175,000	52,970	0.8%	**(13,516)**	-25.5%
Interest	40,000	7,457	0.1%	40,000	7,975	0.1%	**(518)**	-6.5%
Grants	572,000	2,971	0.0%	520,500	1,762	0.0%	**1,209**	68.6%
Department Services	81,900	29,818	0.4%	75,750	28,558	0.4%	**1,259**	4.4%
Other Financing Sources	80,000	4,114	0.1%	76,000	401	0.0%	**3,712**	924.9%
	948,900	83,814	1.2%	887,250	91,666	1.3%	**(7,853)**	-8.6%
TOTAL REVENUES	13,926,300	7,018,722	100.0%	13,093,850	6,953,471	100.0%	**65,251**	0.9%
EXPENSES								
Administration	1,383,477	400,104	11.9%	1,391,850	401,174	12.1%	**(1,071)**	-0.3%
Finance & IT	963,040	281,677	8.4%	897,550	247,335	7.5%	**34,341**	13.9%
Police	6,925,700	1,880,974	56.0%	6,588,223	1,770,233	53.6%	**110,740**	6.3%
Code	898,860	244,950	7.3%	870,350	250,987	7.6%	**(6,037)**	-2.4%
Public Works	2,188,442	549,757	16.4%	2,037,700	634,172	19.2%	**(84,415)**	-13.3%
Other Financing Uses	-	-	0.0%	-	-	0.0%	**0**	
TOTAL EXPENSES	12,359,519	3,357,461	100.0%	11,785,673	3,303,902	100.0%	**53,559**	1.6%
NET REVENUES/(EXPENSES)	1,566,781	3,661,261		1,308,177	3,649,569		**11,692**	0.3%
INCOMING TRANSFERS	394,540	102,664		311,350	72,845		**29,819**	
OUTGOING TRANSFERS	(1,960,130)	(552,490)		(1,658,100)	(407,645)		**(144,845)**	35.5%
{DEFICIT}/SURPLUS	1,191	3,211,435		(38,573)	3,314,769		**(103,334)**	-3.1%
BEGINNING FUND BALANCE	3,089,744	3,089,744		3,000,723	3,000,723		**89,021**	3.0%
ENDING FUND BALANCE	3,090,934	6,301,179		2,962,150	6,315,492		**(14,313)**	-0.2%

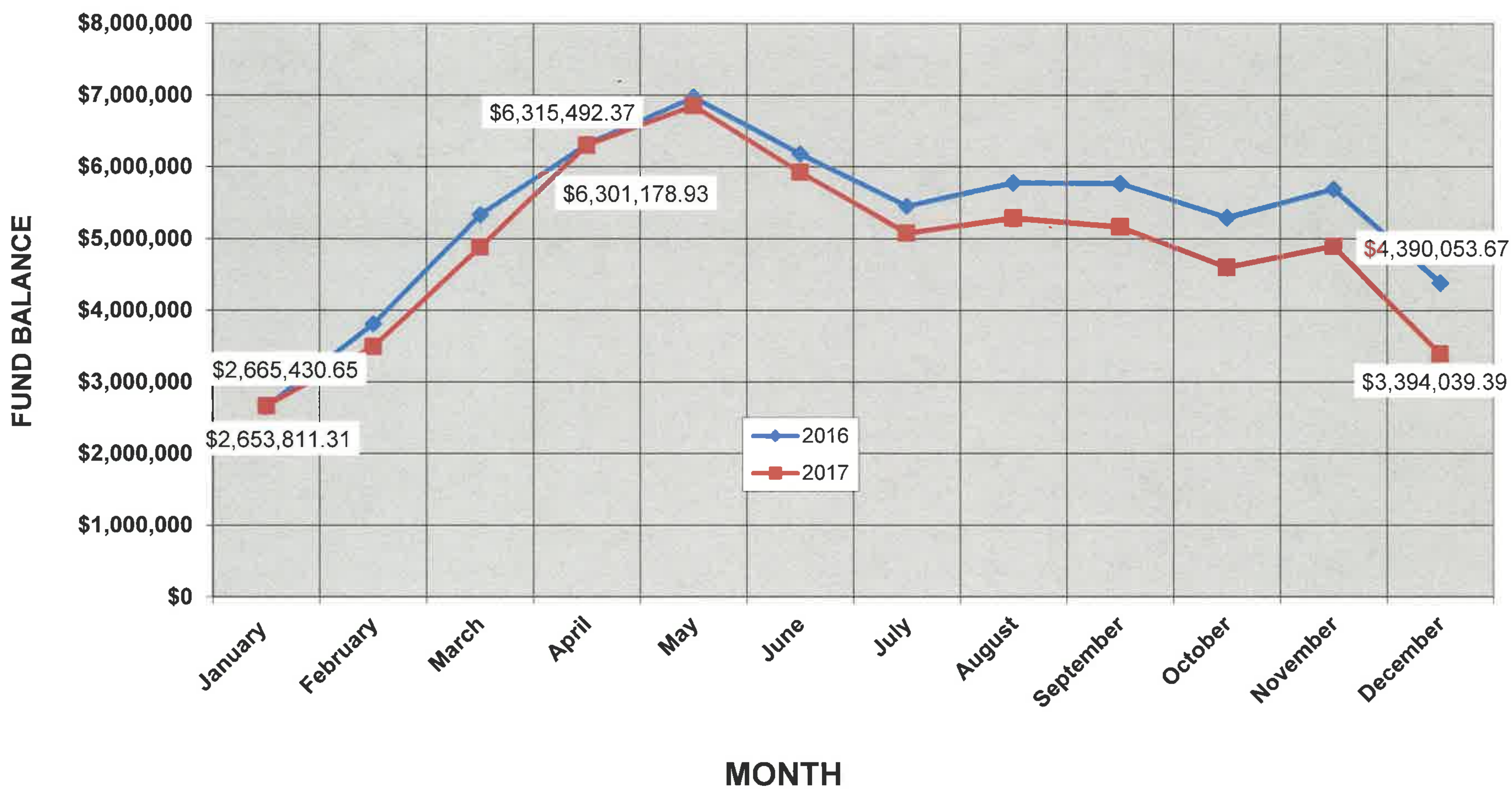
MONTGOMERY TOWNSHIP
STATEMENT OF CHANGES IN FUND BALANCE
GENERAL FUND
AS OF APRIL 30, 2017

April	April 2017 Monthly Budget	2017 YTD BUDGET (1)	2017 ACTUAL (2)	DOLLAR VARIANCE Monthly Budget to Actual	PERCENT VARIANCE Monthly Budget to Actual
REVENUES					
Taxes					
Real Estate Tax	1,851,901	2,113,400	1,995,115	143,214	6.8%
Earned Income Tax	2,046,678	5,350,000	1,528,601	(518,077)	-9.7%
Real Estate Transfer Tax	140,680	750,000	150,393	9,714	1.3%
Mercantile Tax	1,990,554	2,120,000	1,933,407	(57,147)	-2.7%
Occupation Privilege Tax/Local Services Tax	250,235	557,500	155,797	(94,437)	-16.9%
Amusement Tax	14,671	63,000	18,788	4,117	6.5%
Business Privilege Tax	681,375	780,000	733,892	52,517	6.7%
Total Taxes	6,976,092	11,733,900	6,515,993	(460,099)	-3.9%
Permits and Licenses					
Building Permits	218,442	550,500	221,338	2,896	0.5%
Cable TV	240,630	600,000	153,275	(87,354)	-14.6%
All Others	51,955	93,000	44,302	(7,653)	-8.2%
Total Permits and Licenses	511,026	1,243,500	418,915	(92,111)	-7.4%
	-				
Other Sources	-				
Fines	68,711	175,000	39,454	(29,256)	-16.7%
Interest	6,728	40,000	7,457	729	1.8%
Grants	12,931	572,000	2,971	(9,961)	-1.7%
Department Services	23,601	81,900	29,818	6,216	7.6%
Other Financing Sources	2,993	80,000	4,114	1,121	1.4%
Total Other Sources	114,964	948,900	83,814	(31,151)	-3.3%
TOTAL REVENUES	7,602,083	13,926,300	7,018,722	(583,362)	-4.2%
EXPENSES					
Administration	357,627	1,383,477	400,104	42,477	3.1%
Finance	261,928	963,040	281,677	19,749	2.1%
Police	1,884,034	6,925,700	1,880,974	(3,060)	0.0%
Code	215,882	898,860	244,950	29,068	3.2%
Public Works	528,792	2,188,442	549,757	20,965	1.0%
Other Financing Uses			-		
TOTAL EXPENSES	3,248,263	12,359,519	3,357,461	109,198	0.9%
NET REVENUES/(EXPENSES)	**4,353,820**	**1,566,781**	**3,661,261**	(692,560)	-18.9%

Local Enabling Tax Revenue
Comparison 2016 - 2017
As of April 30, 2017



GENERAL FUND CASH BALANCE
2016 ACTUAL VS 2017 PROJECTION
AS OF APRIL 30, 2017



Cash Balance - General Fund 2016

	Beginning Bal	Revenues	Expenditures	Ending Balance
January	$3,000,722.92	$290,346.37	$637,257.98	$2,653,811.31
February	$2,653,811.31	$2,081,247.95	$922,812.77	$3,812,246.49
March	$3,812,246.49	$2,703,508.22	$1,182,791.65	$5,332,963.06
April	$5,332,963.06	$1,951,213.41	$968,684.10	$6,315,492.37
May	$6,315,492.37	$1,617,498.43	$961,069.97	$6,971,920.83
June	$6,971,920.83	$541,585.07	$1,331,067.46	$6,182,438.44
July	$6,182,438.44	$359,692.83	$1,089,226.32	$5,452,904.95
August	$5,452,904.95	$1,412,479.95	$1,085,760.66	$5,779,624.24
September	$5,779,624.24	$1,018,625.70	$1,030,696.09	$5,767,553.85
October	$5,767,553.85	$416,477.59	$890,466.31	$5,293,565.13
November	$5,293,565.13	$1,339,479.22	$942,719.26	$5,690,325.09
December (prior to	$5,690,325.09	$635,222.32	$1,935,493.74	$4,390,053.67
surplus balance transfer)	FINAL	$14,367,377.06	$12,978,046.31	
	FINAL BUDGET	$13,405,200.00	$13,443,773.40	
	OVER/(UNDER)	$962,177.06	($465,727.09)	
	OVER/(UNDER)	7.18%	-3.46%	

General Fund Cash Balance Projection 2017

January	$3,089,743.67	$264,528.02	$688,841.04	$2,665,430.65
February	$2,665,430.65	$1,752,250.24	$923,672.48	$3,494,008.41
March	$3,494,008.41	$2,707,601.57	$1,317,186.09	$4,884,423.89
April	$4,884,423.89	$2,397,006.03	$980,250.99	$6,301,178.93
May	$6,301,178.93	$1,612,259.23	$1,060,420.39	$6,853,017.77
June	$6,853,017.77	$539,830.83	$1,468,666.29	$5,924,182.31
July	$5,924,182.31	$358,527.76	$1,201,824.87	$5,080,885.20
August	$5,080,885.20	$1,407,904.82	$1,198,000.95	$5,290,789.06
September	$5,290,789.06	$1,015,326.29	$1,137,244.09	$5,168,871.26
October	$5,168,871.26	$415,128.59	$982,518.09	$4,601,481.76
November	$4,601,481.76	$1,335,140.54	$1,040,172.67	$4,896,449.63
December	$4,896,449.63	$633,164.79	$2,135,575.02	$3,394,039.39
	PROJECTED	$14,438,668.70	$14,134,372.97	
	BUDGET	$14,320,840.00	$14,319,649.25	
	OVER/(UNDER)	$117,828.70	($185,276.28)	
	OVER/(UNDER)	0.82%	-1.29%	

EIT Revenues - All Funds
2012-2017

	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Projection	
January	$ 197,259.13	$ 535,759.55	$ 249,949.20	$ 138,265.04	$ 138,457.99	$ 154,038.34	A
February	$ 538,222.66	$ 397,017.02	$ 813,824.55	$ 906,222.69	$ 954,271.37	$ 960,043.66	A
March	$ 307,230.24	$ 666,263.64	$ 292,691.28	$ 401,711.77	$ 455,774.99	$ 262,112.84	A
April	$ 496,591.48	$ 381,095.99	$ 315,738.21	$ 272,582.32	$ 277,769.41	$ 264,906.10	A
May	$ 476,145.96	$ 320,503.58	$ 380,377.66	$ 1,031,984.60	$ 1,131,146.20	$ 1,131,146.20	E
June	$ 301,908.59	$ 653,590.27	$ 708,867.46	$ 378,503.55	$ 270,744.99	$ 270,744.99	E
July	$ 356,442.04	$ 390,585.66	$ 318,251.22	$ 188,684.52	$ 103,934.80	$ 103,934.80	E
August	$ 359,978.62	$ 297,611.83	$ 564,576.40	$ 752,386.09	$ 890,739.12	$ 890,739.12	E
September	$ 241,508.20	$ 443,941.20	$ 533,453.92	$ 456,139.99	$ 254,262.14	$ 254,262.14	E
October	$ 390,398.27	$ 240,987.76	$ 172,392.63	$ 127,735.05	$ 148,233.40	$ 148,233.40	E
November	$ 352,140.12	$ 604,921.93	$ 680,190.01	$ 628,963.75	$ 900,021.95	$ 900,021.95	E
December	$ 426,915.26	$ 414,332.39	$ 479,479.59	$ 569,028.17	$ 332,696.79	$ 332,696.79	E
Subtotal collections	$ 4,444,740.57	$ 5,346,610.82	$ 5,509,792.13	$ 5,852,207.54	$ 5,858,053.15	$ 5,672,880.33	
		20.29%	3.05%	6.21%	0.10%	-3.16%	

BUSINESS TAX OFFICE
MONTHLY REPORT
Apr-17

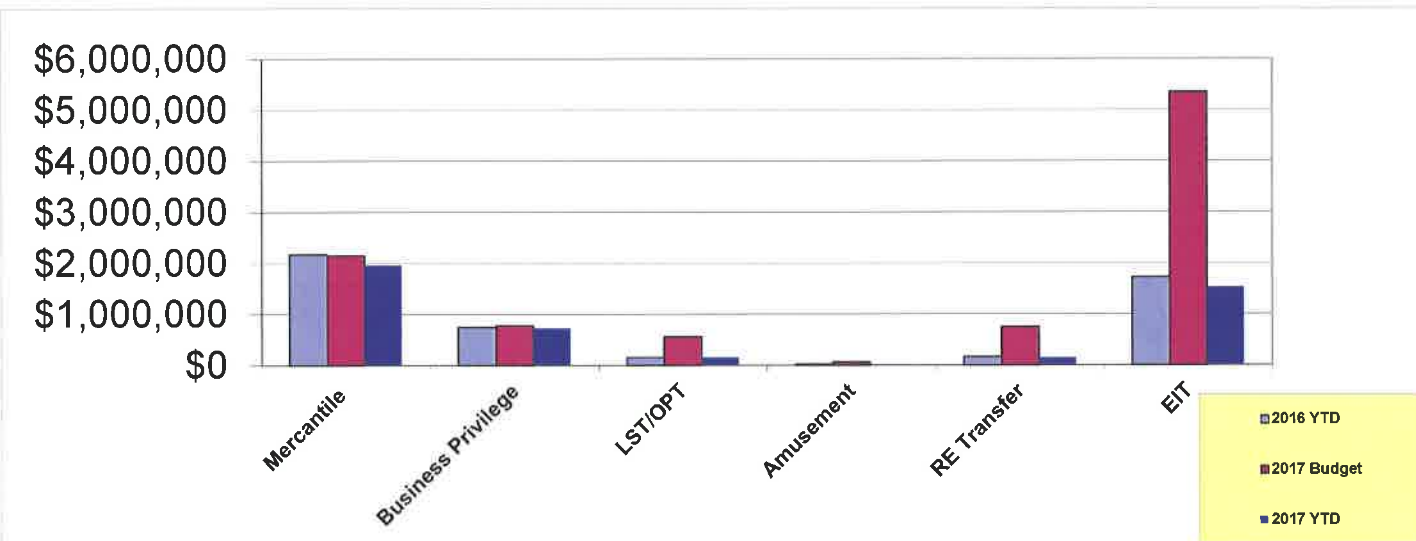
NEW BUSINESSES ADDED TO TAX ROLLS

NAME

Greene Turtle Sports Bar & Grille
Park Creek Place
Safe Protect
T-Mobile Financial LLC
T-Mobile Leasing LLC

ACT 511 TAXES

	Mercantile	Business Privilege	LST/OPT	Amusement	RE Transfer	EIT	TOTALS
2016 YTD	$2,172,046	$746,293	$154,047	$20,303	$162,134	$1,723,774	$4,978,596
2017 Budget	$2,150,000	$780,000	$557,500	$63,000	$750,000	$5,350,000	$9,650,500
2017 YTD	$1,964,846	$731,981	$155,797	$18,788	$150,393	$1,528,601	$4,550,407
Current Month	$91,073	$74,335	$9,873	$4,847	$60,103	$264,906	$505,137
% of Budget	91.39%	93.84%	27.95%	29.82%	20.05%	28.57%	47.15%



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.

TYPE	# OF UNITS	AVG. PRICE
NEW	4	$412,739
RESALE	29	$338,102
DEED CHGS	8	N/A
COMMERCIAL	0	$0
INDUSTRIAL	0	$0
LAND	1	$810,000
SHERIFF	1	$2,449
TRANSFER TAXES PAID		$60,102.91

Tax Collector's Monthly Report to Taxing Districts
For the Month of APR 2017
Montgomery Township

	Real Estate	Interim 2016	Interim 2017	Street Light	
A. Collections					
1. Balance Collectable - Beginning of Month	2,635,445.40	$ 2,075.06	$ 16,758.77	$ 122,020.00	
2A. Additions: During the Month (*)			$ 3,368.76		
2B. Deductions: Credits During the Month - **(from line 17)**	$ 122.79				
3. Total Collectable	$ 2,635,322.61	$ 2,075.06	$ 20,127.53	$ 122,020.00	
4. Less: Face Collections for the Month	$ 2,440,166.82	$ 238.22	$ 15,542.68	$ 112,200.00	
5. Less: Deletions from the List (*)	$ -				
6. Less: Exonerations (*)					
7. Less: Liens/Non-Lienable Installments (*)					
8. Balance Collectable - End of Month	$ 195,155.79	$ 1,836.84	$ 4,584.85	$ 9,820.00	
9. Face Amount of Collections - **(must agree with line 4)**	$ 2,440,166.82	$ 238.22	$ 15,542.68	$ 112,200.00	
10. Plus: Penalties	$ -	$ 19.73	$ -	$ -	
11. Less: Discounts	$ 48,804.05	$ -	$ 310.86	$ 2,244.00	
12. Total Cash Collected per Column	$ 2,391,362.77	$ 257.95	$ 15,231.82	$ 109,956.00	
13. Total Cash Collected - **(12A + 12B + 12C + 12D)**					$ 2,516,808.54

(*) 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
05/08/17		2,516,808.54	
		Total	$ 2,516,808.54

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

16. Total Remitted This Month — $ 2,516,808.54

17. List, Other Credit Adjustments (*)

Parcel #	Name	Amount
4600-00000-01-7	Maness	31.96
4600-00574-00-1	Bailey	90.83
	Total	$ 122.79

18. Interest Earnings (if applicable) $ ____________

TAXING DISTRICT USE (OPTIONAL)

Carryover from Previous Month

Amount Collected This Month

Less Amount Paid this Month

Ending Balance $ -

Tax Collector: Trish Gallagher   Date: 5/5/17

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 559
Souderton, PA 18964-0559

Statement of Account

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

Account Number : 31277100

For the Period April 1, 2017 Through April 30, 2017

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

Vickie Zidek
Montgomery Township, Acctg Supervisor
1001 Stump Road
Montgomeryville, PA 18936-9605

Confidential and Privileged Information

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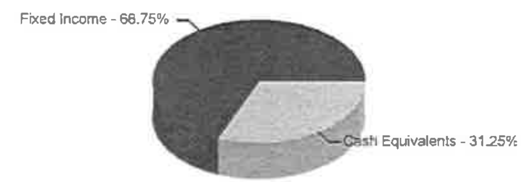
Investment Summary

April 01, 2017 To April 30, 2017

	Percent of Portfolio		Market Value
Fixed Income	68.75%	$	10,050,080.25
Cash Equivalents	31.25%	$	4,568,664.61
	100.00%	$	14,618,744.86



Account Summary

	Statement Period (04/01/2017-04/30/2017)	Year-To-Date (01/01/2017-04/30/2017)
Beginning Market Value	$ 14,613,101.26	$ 14,570,235.04
Cash Deposits	0.00	0.00
Asset Deposits	0.00	0.00
Cash Withdrawals & Distributions	0.00	0.00
Asset Withdrawals & Distributions	0.00	0.00
Administrative Expenses	(1,332.37)	(5,382.52)
Tax Free Interest & Dividends	0.00	0.00
Taxable Interest & Dividends	6,973.47	54,196.34
Realized Gain/(Loss)	0.00	0.00
Unrealized Gain/(Loss)	2.50	(304.00)
Ending Market Value	$ 14,618,744.86	$ 14,618,744.86

Summary Of Investment Holdings

April 01, 2017 To April 30, 2017

Shares or Par Value	Asset Description			Unit Value	Market Value	Tax Cost	Unrealized Gain/Loss	Curr. Yield	Estimated Ann. Inc.	Portfolio Percent
	Money Market Funds-Univest									
4,130,031.1	Univest Public Funds Money Market UNPFMM			1.00	4,130,031.10	4,130,031.10	0.00	0.20%	8,260.06	28.25%
438,633.51 *	Univest Public Funds Money Market UNPFMM			1.00	438,633.51	438,633.51	0.00	0.20%	877.27	3.00%
	Totals				4,568,664.61	4,568,664.61	0.00	0.20%	9,137.33	31.25%
	C/D-Brokered									
250,000	ConnectOne Bank Dated 5/29/14	1.050%	05/30/2017	100.00	250,000.00	250,000.00	0.00	1.05%	2,625.00	1.71%
250,000	Customers Bank Dtd 5/28/14	1.000%	05/30/2017	100.00	250,000.00	250,000.00	0.00	1.00%	2,500.00	1.71%
250,000	Stearns Bank NA Dated 12/30/14	1.200%	11/30/2017	100.00	250,000.00	250,000.00	0.00	1.20%	3,000.00	1.71%
250,000	Flushing Bank Dated 12/12/14	1.300%	12/12/2017	100.00	250,000.00	250,000.00	0.00	1.30%	3,250.00	1.71%
250,000	Webster Five Cents Savings B Dated 12/17/14	1.150%	12/18/2017	100.00	250,000.00	250,000.00	0.00	1.15%	2,875.00	1.71%
250,000	Bank United NA Dated 12/19/14	1.250%	12/19/2017	100.00	250,000.00	250,000.00	0.00	1.25%	3,125.00	1.71%
250,000	Belmont Savings Bank Dated 12/23/14	1.150%	12/26/2017	100.00	250,000.00	250,000.00	0.00	1.15%	2,875.00	1.71%
250,000	Morton Community Bank dtd 12/30/14	1.150%	12/29/2017	100.00	250,000.00	250,000.00	0.00	1.15%	2,875.00	1.71%
250,000	Revere Bank Dated 12/3/14	1.150%	12/29/2017	100.00	250,000.00	250,000.00	0.00	1.15%	2,875.00	1.71%
250,000	Bank Leumi NY Dated 1/23/15	1.150%	01/23/2018	100.00	250,000.00	250,000.00	0.00	1.15%	2,875.00	1.71%
250,000	Peoples United Bank Dated 2/4/15	1.100%	02/05/2018	100.00	250,000.00	250,000.00	0.00	1.10%	2,750.00	1.71%
250,000	Comenity Capital Bank Utah Dated 12/8/14	1.500%	03/08/2018	100.00	250,000.00	250,000.00	0.00	1.50%	3,750.00	1.71%

Summary Of Investment Holdings

April 01, 2017 To April 30, 2017

Shares or Par Value	Asset Description			Unit Value	Market Value	Tax Cost	Unrealized Gain/Loss	Curr. Yield	Estimated Ann. Inc.	Portfolio Percent
	C/D-Brokered									
250,000	First Partners Bank dtd 2/12/15	1.050%	05/11/2018	100.00	250,000.00	250,000.00	0.00	1.05%	2,625.00	1.71%
250,000	Bank of North Carolina	1.500%	06/29/2018	100.00	250,000.00	250,000.00	0.00	1.50%	3,750.00	1.71%
250,000	Gulf Coast Bank 1.3000% 07/2 Dated 1/23/15	1.300%	07/23/2018	100.00	250,000.00	250,000.00	0.00	1.30%	3,250.00	1.71%
250,000	Southwest Bank 1.3000% 07/30 Dated 1/28/15	1.300%	07/30/2018	100.00	250,000.00	250,000.00	0.00	1.30%	3,250.00	1.71%
250,000	Third Federal Savings & Loa Dated 2/13/15	1.250%	08/13/2018	100.00	250,000.00	250,000.00	0.00	1.25%	3,125.00	1.71%
250,000	State Bank of India NY Dated 12/5/14	2.000%	12/05/2018	100.00	250,000.00	250,000.00	0.00	2.00%	5,000.00	1.71%
150,000	Farmers & Merchants Savings dtd 12/19/14	1.500%	12/19/2018	100.00	150,000.00	150,000.00	0.00	1.50%	2,250.00	1.03%
200,000	Sanford Institution for Savi Dated 1/9/15	1.450%	01/09/2019	100.00	200,000.00	200,000.00	0.00	1.45%	2,900.00	1.37%
250,000	Ally Bank (UT) Dtd 01/14/16	1.600%	01/14/2019	100.00	250,000.00	250,000.00	0.00	1.60%	4,000.00	1.71%
250,000	Iberiabank 1.4500% 01/14/19 Dated 1/13/15	1.450%	01/14/2019	100.00	250,000.00	250,000.00	0.00	1.45%	3,625.00	1.71%
250,000	Bridgewater Bank Bloomingto Dated 1/20/15	1.450%	01/18/2019	100.00	250,000.00	250,000.00	0.00	1.45%	3,625.00	1.71%
200,000	Westside State Bank Iowa Dated 1/20/15	1.450%	01/18/2019	100.00	200,000.00	200,000.00	0.00	1.45%	2,900.00	1.37%
250,000	BMW Bank of NA Dtd 01/22/16	1.600%	01/22/2019	100.00	250,000.00	250,000.00	0.00	1.60%	4,000.00	1.71%
250,000	Capital One Bank (USA) NA Dated 1/22/15	1.550%	01/22/2019	100.00	250,000.00	250,000.00	0.00	1.55%	3,875.00	1.71%
250,000	Carolina Trust Bank Dated 1/21/15	1.500%	01/22/2019	100.00	250,000.00	250,000.00	0.00	1.50%	3,750.00	1.71%

Summary Of Investment Holdings

April 01, 2017 To April 30, 2017

Shares or Par Value	Asset Description			Unit Value	Market Value	Tax Cost	Unrealized Gain/Loss	Curr. Yield	Estimated Ann. Inc.	Portfolio Percent
	C/D-Brokered									
250,000	Key Bank NA Ohio Dtd 01/20/16	1.550%	01/22/2019	100.00	250,000.00	250,000.00	0.00	1.55%	3,875.00	1.71%
250,000	Lakeside Bank Chicago IL Dtd 01/22/16	1.400%	01/22/2019	100.00	250,000.00	250,000.00	0.00	1.40%	3,500.00	1.71%
250,000	Wells Fargo Bk N A Dtd 01/20/16	1.500%	01/22/2019	100.00	250,000.00	250,000.00	0.00	1.50%	3,750.00	1.71%
250,000	First Financial Bank Dated 1/23/15	1.400%	01/23/2019	100.00	250,000.00	250,000.00	0.00	1.40%	3,500.00	1.71%
250,000	Everbank FL Dated 2/13/15	1.300%	02/13/2019	100.00	250,000.00	250,000.00	0.00	1.30%	3,250.00	1.71%
250,000	Independent Bk Memphis Tenn Dtd 01/22/16	1.400%	06/21/2019	100.00	250,000.00	250,000.00	0.00	1.40%	3,500.00	1.71%
250,000	Communitybank Tex N A Beaum Dtd 03/16/16	1.200%	07/16/2019	100.00	250,000.00	250,000.00	0.00	1.20%	3,000.00	1.71%
250,000	American Express Bank FSB dtd 7/29/15	2.050%	07/29/2019	100.00	250,000.00	250,000.00	0.00	2.05%	5,125.00	1.71%
250,000	First Business Bk Madison Dtd 07/31/15	1.700%	07/31/2019	100.00	250,000.00	250,000.00	0.00	1.70%	4,250.00	1.71%
250,000	Capital One Natl Assn VA Dtd 08/05/15	2.050%	08/05/2019	100.00	250,000.00	250,000.00	0.00	2.05%	5,125.00	1.71%
250,000	First Source Bk South Bend Dtd 08/14/15	1.600%	08/14/2019	100.00	250,000.00	250,000.00	0.00	1.60%	4,000.00	1.71%
250,000	Marlin Business Bank UT Dtd 01/22/16	1.600%	01/22/2020	100.00	250,000.00	250,000.00	0.00	1.60%	4,000.00	1.71%
250,000	Business Bk St Louis Mo Dtd 02/19/16	1.450%	08/19/2020	100.00	250,000.00	250,000.00	0.00	1.45%	3,625.00	1.71%
	Totals				9,800,000.00	9,800,000.00	0.00	1.41%	137,800.00	67.04%
	U S Government Agency									

Summary Of Investment Holdings

April 01, 2017 To April 30, 2017

Shares or Par Value	Asset Description			Unit Value	Market Value	Tax Cost	Unrealized Gain/Loss	Curr. Yield	Estimated Ann. Inc.	Portfolio Percent
	U S Government Agency									
250,000	Federal Home Loan Bank Dated 5/14/12 Noncallable	1.000%	06/29/2017	100.03	250,080.25	249,865.00	215.25	1.00%	2,500.00	1.71%
	Totals				250,080.25	249,865.00	215.25	1.00%	2,500.00	1.71%
	Total Investments				14,618,744.86	14,618,529.61	215.25	1.02%	149,437.33	100.00%
	Plus Net Cash				0.00					
	Total Market Value				14,618,744.86					

Note : '*' Denotes Invested Income

Date	Description		Income	Principal
	Starting Balances		$ 0.00	$ 0.00
	Dividends and Interest			
04/05/2017	Univest Public Funds Money Market UNPFMM Interest From 03/01/2017 To 03/31/2017		597.43	
04/05/2017	Univest Public Funds Money Market UNPFMM Interest From 03/01/2017 To 03/31/2017		72.81	
04/10/2017	Comenity Capital Bank Utah 1.5000% 03/08/18		318.49	
04/10/2017	Sanford Institution for Savi 1.4500% 01/09/19		246.30	
04/17/2017	First Bank of Puerto Rico 1.000% 04/17/17		212.33	
04/17/2017	Flushing Bank 1.300% 12/12/17		276.03	
04/17/2017	Webster Five Cents Savings B 1.150% 12/18/17		244.18	
04/17/2017	Communitybank Tex N A Beaum 1.2000% 07/16/19		254.79	
04/18/2017	First Partners Bank 1.050% 05/11/18		222.95	
04/19/2017	Business Bk St Louis Mo 1.4500% 08/19/20		307.88	
04/20/2017	Bridgewater Bank Bloomingto 1.450% 01/18/19		307.88	
04/20/2017	Westside State Bank Iowa 1.450% 01/18/19		246.30	
04/20/2017	Wells Fargo Bk N A 1.5000% 01/22/19		318.49	
04/21/2017	Carolina Trust Bank 1.500% 01/22/19		318.49	
04/21/2017	Barclays Bank DE 1.050% 04/18/17		1,330.48	
04/24/2017	Gulf Coast Bank 1.3000% 07/23/18		276.03	
04/24/2017	First Financial Bank 1.400% 01/23/19		297.26	
04/24/2017	Lakeside Bank Chicago IL 1.4000% 01/22/19		297.26	
04/24/2017	Marlin Business Bank UT 1.6000% 01/22/20		339.73	
04/24/2017	Independent Bk Memphis Tenn 1.4000% 06/21/19		297.26	
04/25/2017	Farmers & Merchants Savings 1.500% 12/19/18		191.10	
		Sub Total	6,973.47	0.00
	Sales, Maturities or Redemptions			
04/17/2017	First Bank of Puerto Rico 1.000% 04/17/17 Cost Basis Removed $ 250,000.00 Matured 250000 Par Val @ $ 100.00			250,000.00
04/18/2017	Barclays Bank DE 1.050% 04/18/17 Cost Basis Removed $ 250,000.00 Matured 250000 Par Val @ $ 100.00			250,000.00
		Sub Total	0.00	500,000.00

Date	Description				Income	Principal
04/05/2017	Fee For Period Ending	04/30/2017			-1,332.37	
			MONEY MARKET ACTIVITY			
		10	Purchases (s) For	-506,303.23		
		1	Sale (s) For	662.13		
	Ending Balances				$ 0.00	$ 0.00

DISCLOSURES

Univest Bank and Trust Co. (the "Bank") may, on occasion, enter into a rebate arrangement with a third party for the purpose of processing various mutual funds trades, or other investment vehicles. Shareholder Service fees, 12b-1 fees, or other fees received by the third party from participating funds may be shared with the Bank to offset administrative and servicing costs incurred.

The Bank may retain soft dollar services and materials from a broker for investment transactions generated from discretionary accounts. Based on the provisions of SEC Section 28(e), these soft dollars must be used for investment related research or other investment products.

Mutual Fund prices are as of one business day prior to month end.

A Univest money market fund may be used as a sweep vehicle in your account. These funds are not insured over the Federal Deposit Insurance Corporation (FDIC) coverage limit.

Montgomery Township Recreation Fund
Operating Revenues and Expenditures
As of April 30, 2017

Account	2017 Budget	YTD Balance April 30, 2017	% of Budget
REVENUES:			
INTEREST	100.00	0.00	0.00
EARNED INCOME TAX - Allocated from GF	140,000.00	46,666.67	33.33%
	140,100.00	46,666.67	33.31%
RENTAL	145,000.00	38,352.74	26.45%
	145,000.00	38,352.74	26.45%
RECREATION PROGRAM FEES	92,700.00	62,416.13	67.33%
KIDS U REVENUE	215,000.00	200,891.00	93.44%
MEMBERSHIPS	190,000.00	99,612.00	52.43%
SHOP REVENUE/SALES	2,000.00	144.42	7.22%
SILVER SNEAKER INS REV	7,000.00	4,197.50	59.96%
	506,700.00	367,261.05	72.48%
FROM GENERAL FUND	205,200.00	68,400.00	33.33%
FROM CAPITAL RESERVE	53,100.00	8,493.31	15.99%
	258,300.00	76,893.31	29.77%
Total Revenues	**1,050,100.00**	**529,173.77**	**50.39%**
EXPENDITURES:			
Administration:			
CONSULTING SERVICES	1,000.00	0.00	0.00%
LEGAL SERVICES	1,000.00	0.00	0.00%
BANK FEES	11,000.00	7,195.38	65.41%
CAPITAL - NEW	51,700.00	9,173.67	17.74%
	64,700.00	16,369.05	25.30%

Montgomery Township Recreation Fund
Operating Revenues and Expenditures
As of April 30, 2017

Account	2017 Budget	YTD Balance April 30, 2017	% of Budget
Recreation Center:			
TO NON-UNIFORMED PENSION	16,900.00	3,090.59	18.29%
SALARIES	210,100.00	52,231.19	24.86%
WAGES	105,000.00	29,577.03	28.17%
OVERTIME	3,000.00	21.99	0.73%
MEDICAL	72,100.00	23,607.73	32.74%
SOCIAL SECURITY	25,900.00	6,039.17	23.32%
EMPLOYEE BENEFITS	12,100.00	6,024.13	49.79%
OFFICE SUPPLIES	6,000.00	832.31	13.87%
OPERATING SUPPLIES	9,000.00	2,353.14	26.15%
VEHICLE FUEL	500.00	0.00	0.00%
VEHICLE MAINTENANCE	500.00	5.84	1.17%
PROFESSIONAL SERVICES	136,000.00	33,832.44	24.88%
CONSULTING SERVICES	84,700.00	33,665.38	39.75%
INFORMATION SERVICES	13,870.00	4,778.05	34.45%
COMMUNICATION	13,750.00	4,419.69	32.14%
PUBLIC INFORMATION	35,000.00	4,141.07	11.83%
INSURANCE	14,020.00	7,012.65	50.02%
WORKERS COMPENSATION	19,000.00	6,774.72	35.66%
PUBLIC UTILITIES	42,000.00	15,479.64	36.86%
BUILDING MAINTENANCE	33,200.00	18,439.60	55.54%
RENTALS	5,500.00	1,152.91	20.96%
DUES AND SUBSCRIPTIONS	600.00	259.00	43.17%
MEETINGS AND CONFERENCES	1,570.00	1,201.45	76.53%
CAPITAL - REPLACEMENT	1,400.00	0.00	0.00%
	861,710.00	254,939.72	29.59%
Kids U:			
WAGES	77,000.00	52.50	0.07%
OVERTIME	1,000.00	0.00	0.00%
SOCIAL SECURITY	6,000.00	169.05	2.82%
CONSULTING SERVICES	35,000.00	946.63	2.70%
COMMUNICATION	1,000.00	0.00	0.00%
PUBLIC INFORMATION	1,000.00	0.00	0.00%
	121,000.00	1,168.18	0.97%
Total Expenditures	**1,047,410.00**	**272,476.95**	**26.01%**
Net Revenues/Expenditures	**2,690.00**	**256,696.82**	

BOARD POLICIES

Upper Merion Township

SUBJECT: Investment Policy **NO. 2012-32**

DATE: **February 16, 2012** **AMENDING NO. 94-44 of April 21, 1994**

PURPOSE: To act as a guide to Township officials in the discharge of their fiduciary responsibilities regarding the investment of public funds by identifying objectives, assigning responsibilities and addressing investment risk factors in order to protect capital and enhance investment performance.

A. SCOPE:

This policy applies to all financial assets of the Township of Upper Merion and its various component units with the exception of the following Funds:

1. Pension funds
2. Upper Merion Municipal Utility Authority funds

All newly created funds, unless specifically exempted are subject to this policy.

B. OBJECTIVES:

1. SAFETY - To ensure that investment activities do not result in the loss of capital. This is the primary objective of this policy. Preservation of capital and protection from risks is the most important investment criteria. Therefore, funds will be limited in any account as per the FDIC regulations.

2. LIQUIDITY - Investments will be structured in a manner which will provide principal to meet financial obligations of the Township in a timely fashion. Managing investments to ensure adequate funds are available to pay Township debts is second only to safety in importance. The establishment and maintenance of good credit history is essential to the prudent financial management of the Township.

3. YIELD - Investments shall be made with the objective of attaining a market-average rate of return throughout budget and economic cycles, taking into account interest rate risk, credit risk and maturities. Maximizing yield is only to be considered when safety and liquidity objectives have been met.

4. PUBLIC TRUST - All participants in the investment process shall act responsibly as custodians of the public trust. Public officials involved in the investment process or exercising supervisory responsibilities over any aspect of Township investments shall avoid any transaction that may impair public confidence in the government of Upper Merion Township.

C. DELEGATION OF AUTHORITY:

1. **AUTHORIZED PERSONNEL** - In accordance with Ordinance No. 89-569, the responsibility of conducting investment transactions resides with the Treasurer.

2. **RESPONSIBILITIES** - Responsibility for the management of the Investment Program is hereby delegated to the Director of Finance under the direct supervision of the Township Treasurer. The Director of Finance shall perform the functions listed below with regard to the investment program. In the absence of the Director of Finance, the Township Accounting Manager shall be authorized to perform all functions necessary to carry out the Investment Program.

    a. Maintain a system of internal controls.

    b. Maintain accurate, timely and complete records concerning all investment activities and report the results of the Investment Program to the Treasurer.

    c. Monitor and evaluate investment strategies to ensure compliance with this policy and established procedures.

D. ELIGIBLE INVESTMENT INSTRUMENTS:

1. **STATUTORY RESTRICTIONS** - Investments of Township Funds covered by this policy will be made in a manner consistent with the restrictions imposed by the Commonwealth of Pennsylvania Second Class Township Code, Section 3204, and the Local Government Unit Debt Act (P.L. 781, No. 185), and Act 72 of 1971 (Public Funds Deposits).

2. **INSTRUMENTS** - Investment of Township Funds covered by this Policy are limited to the following investment instruments:

    a. U.S. Treasury Bills.

    b. Short-Term Obligations of the U.S. Government or its agencies or its instrumentalities (13 months or less).

    c. Obligations of the U.S. Government or its agencies backed by the full faith and credit of the U.S.

d. Deposits in savings accounts or time deposits insured by FDIC or collateralized by the issuing institution.

e. Shares of an SEC-registered investment company that invests only the above-mentioned instruments (for example, money market mutual funds).

f. Intergovernmental cooperative trusts that invest only in the above-mentioned instruments.

3. **MATURITIES** - Except where specifically indicated above, maturities of investment instruments will be limited to a maximum of two years. For the General Fund and other operating funds, maturities will not exceed one year.

4. **SAFEKEEPING & CUSTODY** - To protect against potential fraud and embezzlement, whenever practical the investment assets of Upper Merion Township will be secured through third-party custody and safekeeping procedures.

E. SELECTION OF FINANCIAL INSTITUTIONS:

All depository institutions, brokers, custodians, investment advisors, and local government investment pools, shall submit:

1. Their most recent audited annual financial statements.
2. Their rating, if any, from a nationally recognized rating agency,
3. Information concerning any fidelity bonds, errors and omissions insurance, and any other insurance available to protect the government entity against possible loss, including names of insurance companies, coverage limits, and scope of coverage,
4. Information concerning the internal and external audit procedures applicable to investments, collateral, or investment services.
5. Other information requested by the Township.

F. PRUDENCE:

Officers and employees involved in the investment process shall invest Township funds in a manner consistent with sound business practices and the "prudent investor" rule, which states:

> "Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

In addition, officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and officials shall disclose to the Board of Supervisors any material financial interests in institutions that do business with Upper Merion Township.

G. ETHICS:

Employees and officers involved in the investment process shall abide by the Code of Ethics issued by the International City/County Management Association (ICMA) and the Governmental Finance Officers Association (GFOA).

H. PORTFOLIO:

1. **DIVERSIFICATION:** Investment in any one type of investment instrument or with any one financial institution is limited to the amount and/or percentages as follows:

U.S. Treasury Bills, Notes & Bonds	100%
U.S. Government Agencies Securities	75%
Time Deposits – Commercial Banks	75%
Intergovernmental Pooled Funds	75%

2. **RISK:** The Township of Upper Merion recognizes that investment risks can result from issuer defaults, market price changes or temporary liquidity. Portfolio Diversification will be used to control these risks as described above.

I. RECORD KEEPING AND AUDIT:

The Director of Finance shall maintain a system of record keeping sufficient to meet the requirements of the Township's appointed Auditors. All investment records shall be subject to the annual audit by the Township's appointed auditors. The scope of the audit shall be determined by the auditors.

J. LEGAL COUNSEL:

The Township's legal counsel shall review investment agreements, documents establishing relationships with depository institutions, brokers, custodians, investment advisors, and local government investment pools; and other documents as appropriate to ensure compliance with this policy and applicable law. Legal counsel need not review documents relating to opening standard bank accounts, certificates of deposit, or specific security transactions.

REVIEWED BY THE BOARD: JANUARY 19, 2012

ADOPTED BY THE BOARD: FEBRUARY 16, 2012

Fixed Income Portfolio Overview

Date Run : 05/04/2017 | **Prices As Of : 05/04/2017** | **As Of : 5/4/2017** | Time Printed : 9:48:27 AM

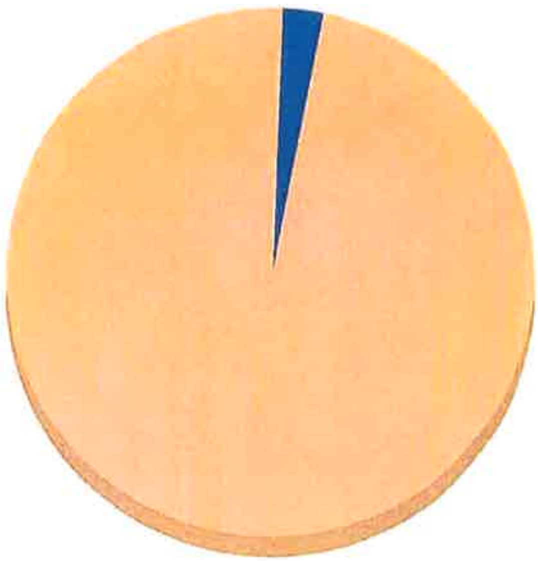
Account Name : Multiple Accounts

Account Number : Multiple Accounts Number

Bond Quality Sector :

Rating

AAA	2.49%
NA	97.51%
Total:	100.00%



Maturity Ladder :

Description	Par Value
2017	2,500,000.00
2018	2,400,000.00
2019	4,650,000.00
2020	500,000.00
Average Yield	1.40
Average YTM	1.39
Average Duration	1.38
Average Maturity	1.40