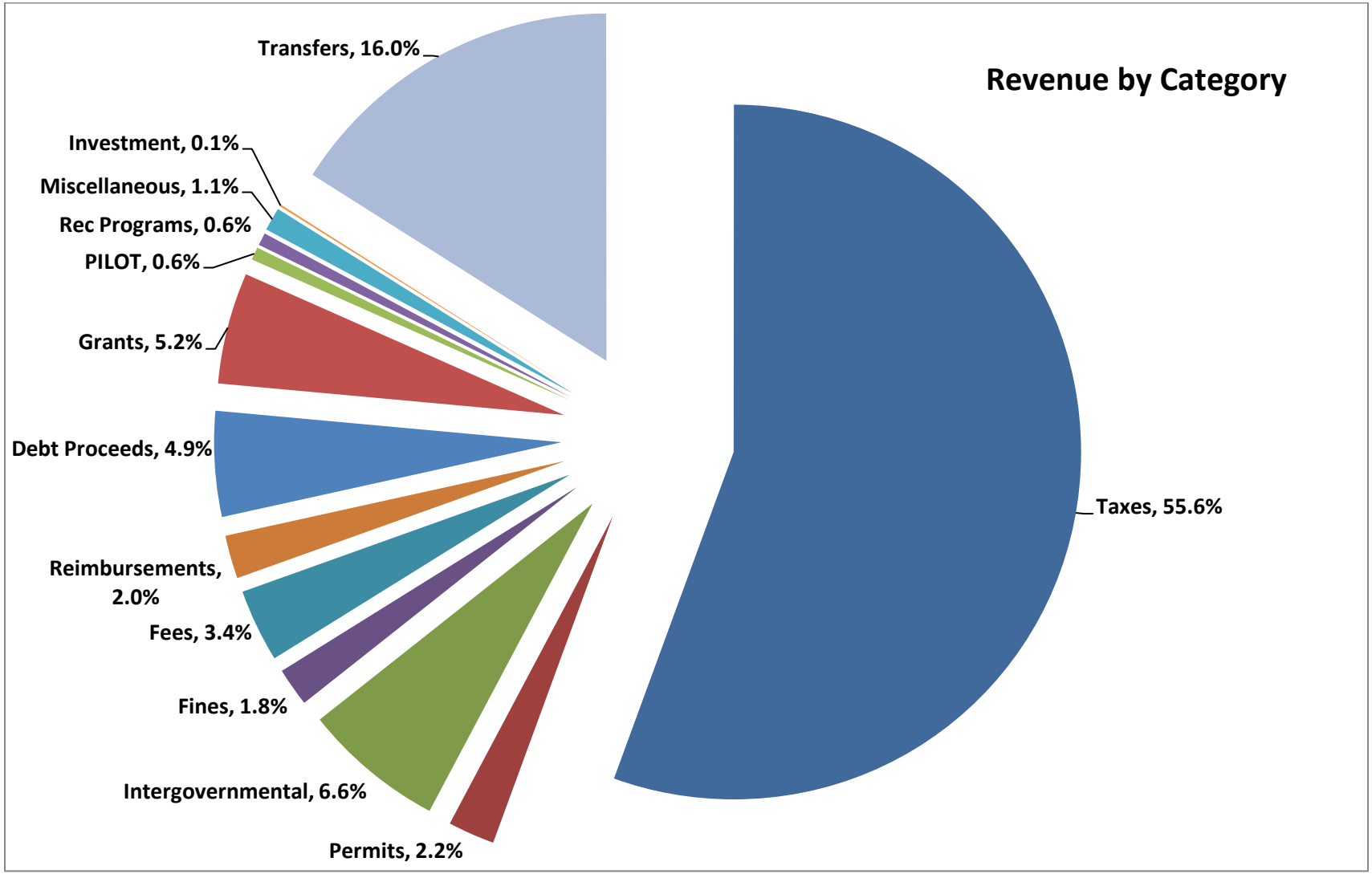
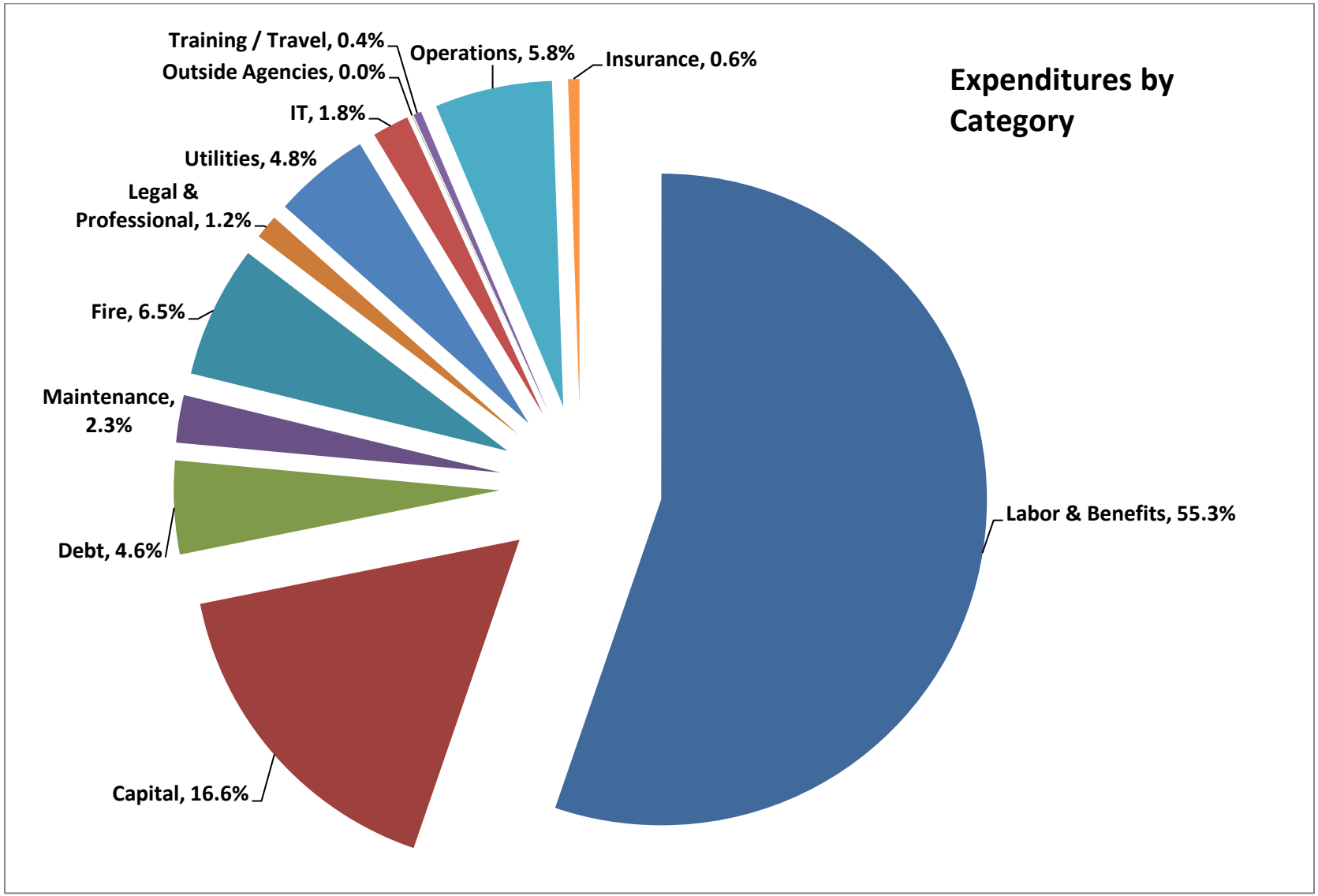
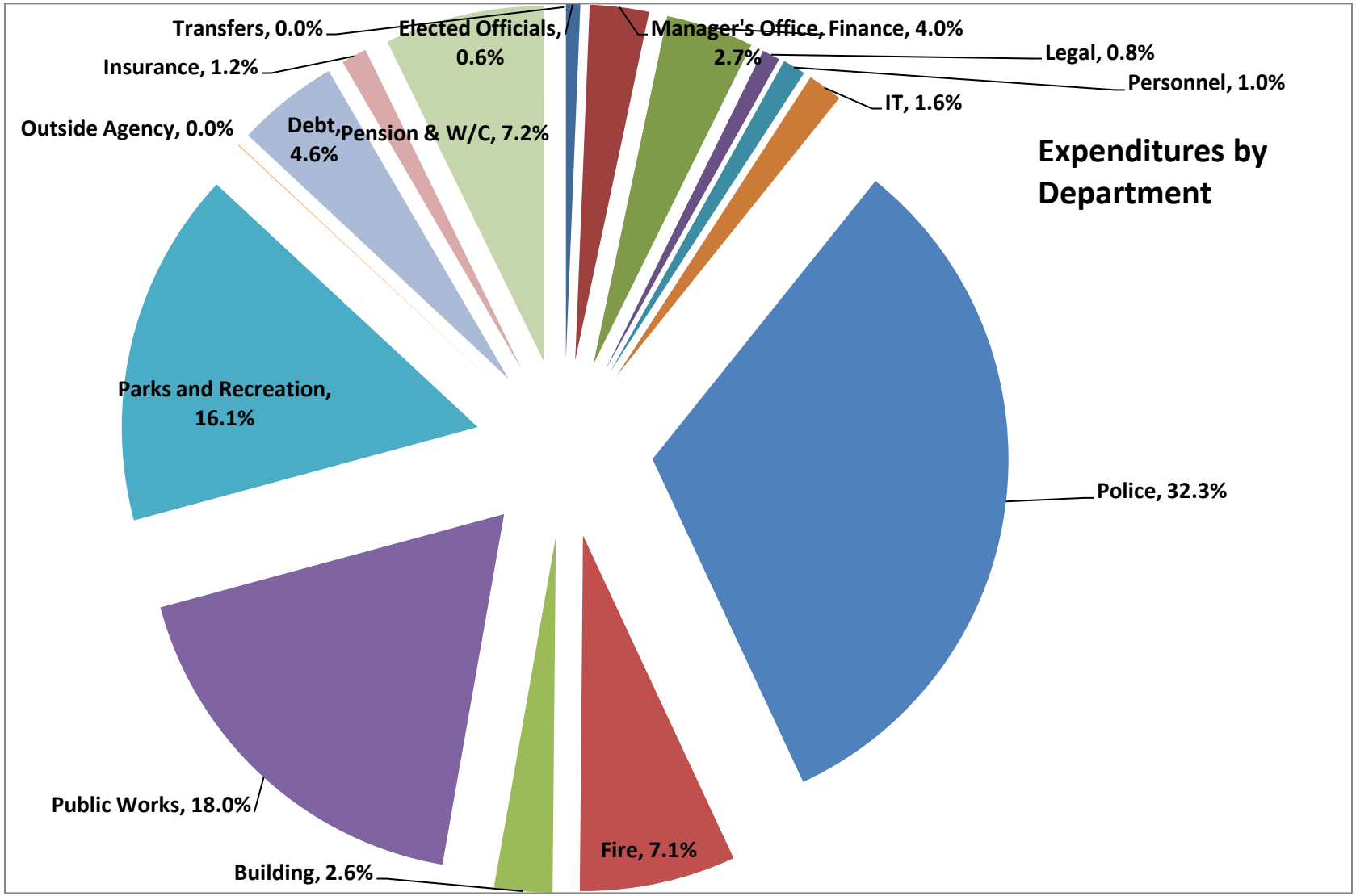
Revenues & Expenditures by Major Category

	2012	% of Revenue	Projection 2013	% of Revenue	Budget 2014	% of Revenue
Revenue:						
Taxes	$ 7,224,287	61.4	$ 7,038,465	58.2	$ 7,002,536	55.6
Permits	482,950	4.1	344,293	2.8	273,200	2.2
Intergovernmental	753,453	6.4	758,905	6.3	828,551	6.6
Fines	230,116	2.0	217,000	1.8	227,000	1.8
Fees	423,694	3.6	417,276	3.4	426,700	3.4
Reimbursements	356,486	3.0	291,600	2.4	255,000	2.0
Debt Proceeds	254,148	2.2	142,000	1.2	617,280	4.9
Grants	287,658	2.4	718,108	5.9	653,000	5.2
PILOT	100,216	0.9	75,000	0.6	75,000	0.6
Rec Programs	82,233	0.7	80,000	0.7	74,000	0.6
Miscellaneous	95,384	0.8	189,150	1.6	136,000	1.1
Investment	9,701	0.1	11,581	0.1	11,100	0.1
Transfers	1,470,264	12.5	1,817,762	15.0	2,017,409	16.0
Total revenue	**11,770,590**	**100.0**	**12,101,140**	**100.0**	**12,596,776**	**100.0**
Expenditures:						
Labor & Benefits	6,915,202	58.7	6,949,588	57.4	7,037,247	55.9
Capital	378,799	3.2	910,611	7.5	2,108,803	16.7
Debt	544,251	4.6	498,651	4.1	590,234	4.7
Maintenance	316,280	2.7	291,606	2.4	299,204	2.4
Fire	833,855	7.1	862,002	7.1	833,684	6.6
Legal & Professional	182,743	1.6	324,354	2.7	153,030	1.2
Utilities	610,130	5.2	596,890	4.9	608,831	4.8
IT	254,912	2.2	244,016	2.0	232,925	1.8
Outside Agencies	13,663	0.1	5,000	0.0	4,500	0.0
Training / Travel	24,733	0.2	46,458	0.4	51,257	0.4
Operations	776,078	6.6	740,967	6.1	741,106	5.9
Insurance	49,606	0.4	59,626	0.5	71,520	0.6
Total expenditures	**10,900,252**	**92.6**	**11,529,769**	**95.3**	**12,732,341**	**101.1**
Net surplus (deficit)	**$ 870,338**	**7.4**	**$ 571,371**	**4.7**	**$ (135,565)**	**(1.1)**

Revenues by Major Category & Expenditures by Department	2012	% of Revenue	Projection 2013	% of Revenue	Budget 2014	% of Revenue
Revenue:						
Taxes	$ 7,224,287	61.4	$ 7,038,465	58.2	$ 7,002,536	55.6
Permits	482,950	4.1	344,293	2.8	273,200	2.2
Intergovernmental	753,453	6.4	758,905	6.3	828,551	6.6
Fines	230,116	2.0	217,000	1.8	227,000	1.8
Fees	423,694	3.6	417,276	3.4	426,700	3.4
Reimbursements	356,486	3.0	291,600	2.4	255,000	2.0
Debt Proceeds	254,148	2.2	142,000	1.2	617,280	4.9
Grants	287,658	2.4	718,108	5.9	653,000	5.2
PILOT	100,216	0.9	75,000	0.6	75,000	0.6
Rec Programs	82,233	0.7	80,000	0.7	74,000	0.6
Miscellaneous	95,384	0.8	189,150	1.6	136,000	1.1
Investment	9,701	0.1	11,581	0.1	11,100	0.1
Transfers	1,470,264	12.5	1,817,762	15.0	2,017,409	16.0
Total revenue	**11,770,590**	**100.0**	**12,101,140**	**100.0**	**12,596,776**	**100.0**
Expenditures:						
Elected Officials	112,217	1.0	104,531	0.9	82,609	0.7
Manager's Office	285,242	2.4	329,062	2.7	341,460	2.7
Finance	497,832	4.2	503,420	4.2	505,049	4.0
Legal	84,924	0.7	110,000	0.9	104,000	0.8
Personnel	86,280	0.7	125,377	1.0	133,325	1.1
IT	252,136	2.1	265,220	2.2	203,040	1.6
Police	3,956,061	33.6	3,803,643	31.4	4,112,946	32.7
Fire	889,516	7.6	930,464	7.7	902,146	7.2
Building	303,709	2.6	441,969	3.7	334,940	2.7
Public Works	1,694,927	14.4	1,963,331	16.2	2,292,764	18.2
Parks and Recreation	1,155,629	9.8	1,439,526	11.9	2,055,528	16.3
Outside Agency	18,663	0.2	5,000	0.0	4,500	0.0
Debt	544,251	4.6	498,651	4.1	590,234	4.7
Insurance	103,314	0.9	123,881	1.0	148,658	1.2
Pension & W/C	867,617	7.4	885,694	7.3	921,142	7.3
Transfers	47,933	0.4		-		-
Total expenditures	**10,900,251**	**92.6**	**11,529,769**	**95.3**	**12,732,341**	**101.1**
Net surplus (deficit)	**$ 870,339**	**7.4**	**$ 571,371**	**4.7**	**$ (135,565)**	**(1.1)**


Revenue by Category
Transfers, 16.0%
Investment, 0.1%
Miscellaneous, 1.1%
Rec Programs, 0.6%
PILOT, 0.6%
Grants, 5.2%
Debt Proceeds, 4.9%
Reimbursements, 2.0%
Fees, 3.4%
Fines, 1.8%
Intergovernmental, 6.6%
Permits, 2.2%
Taxes, 55.6%


Expenditures by Category
Training / Travel, 0.4%
Outside Agencies, 0.0%
Operations, 5.8%
Insurance, 0.6%
IT, 1.8%
Utilities, 4.8%
Legal & Professional, 1.2%
Fire, 6.5%
Maintenance, 2.3%
Debt, 4.6%
Capital, 16.6%
Labor & Benefits, 55.3%

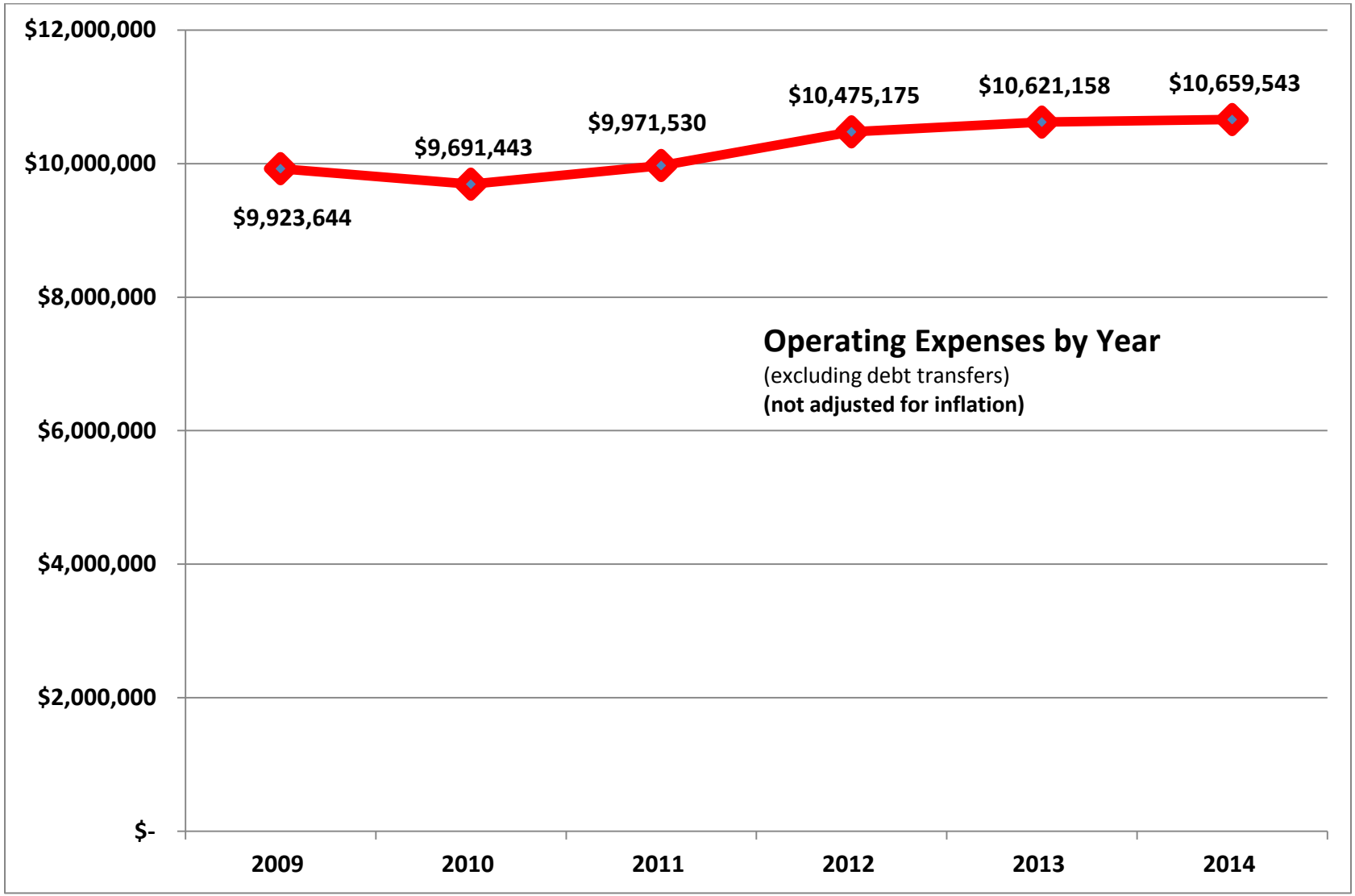

Expenditures by Department
Transfers, 0.0%
Elected Officials, 0.6%
Manager's Office, 2.7%
Finance, 4.0%
Legal, 0.8%
Personnel, 1.0%
IT, 1.6%
Insurance, 1.2%
Outside Agency, 0.0%
Debt, 4.6%
Pension & W/C, 7.2%
Parks and Recreation, 16.1%
Police, 32.3%
Public Works, 18.0%
Building, 2.6%
Fire, 7.1%

OBJECT OF EXPENDITURE	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2013 PROJECTED	2014 BUDGET
400 GENERAL GOVERNMENT							
Elected Officials: 01400							
Operating Expenses	137,445	100,477	109,259	112,217	84,998	104,531	82,609
Capital Expenses							
Total Elected Officials	137,445	100,477	109,259	112,217	84,998	104,531	82,609
Manager's Office: 01401							
Operating Expenses	255,063	271,154	274,730	285,242	331,633	329,062	341,460
Capital Expenses							
Total Manager's Office	255,063	271,154	274,730	285,242	331,633	329,062	341,460
Finance Administration: 01402							
Operating Expenses	333,530	382,571	393,355	422,610	442,063	419,802	452,161
Capital Expenses							
Total Finance Administration	333,530	382,571	393,355	422,610	442,063	419,802	452,161
Tax Collection: 01403							
Operating Expenses	70,645	79,002	84,062	75,222	75,930	83,618	52,888
Capital Expenses							
Total Tax Collection	70,645	79,002	84,062	75,222	75,930	83,618	52,888
Legal Services: 01404	64,005	39,455	41,135	84,924	110,000	110,000	104,000
Personnel: 01406							
Operating Expenses	47,433	53,047	59,701	86,280	133,495	125,377	133,325
Capital Expenses							
Total Personnel	47,433	53,047	59,701	86,280	133,495	125,377	133,325
Information Technology: 01407							
Operating Expenses	160,045	156,520	140,271	225,187	222,938	210,720	203,040
Capital Expenses		94,689	130,050	26,949	25,000	54,500	
Total Information Technology	160,045	251,209	270,321	252,136	247,938	265,220	203,040
General Obligation Debt: 01471	615,795	552,319	376,809	544,251	498,651	498,651	590,234
Tax Anticipation Loan: 01472							
Insurance Premiums: 01486	115,171	100,118	90,867	103,314	124,044	123,881	148,658
Employee Benefits: 01487				1,849	100	8,493	8,300
NonDepartmental -Benefits:01488	818,107	811,713	941,653	865,768	877,583	877,201	912,842
Transfers To Other Funds: 01492	321,722	5,149,530	885,170	47,933			
TOTAL GENERAL GOVERNMENT	**2,938,961**	**7,790,595**	**3,527,062**	**2,881,746**	**2,926,435**	**2,945,836**	**3,029,517**

OBJECT OF EXPENDITURE	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2013 PROJECTED	2014 BUDGET
410 PUBLIC SAFETY							
Police Department:							
Police Administration: 0141A							
Operating Expenses	719,247	718,850	765,240	836,406	787,010	756,159	722,007
Capital Expenses	6,135						308,500
Total Police Administration	725,382	718,850	765,240	836,406	787,010	756,159	1,030,507
Police Patrol: 0141P							
Operating Expenses	2,463,644	2,432,305	2,536,398	2,639,142	2,578,241	2,537,925	2,559,279
Capital Expenses	70,540	68,673	36,903	39,523	62,574	71,817	64,000
Total Police Patrol	2,534,184	2,500,978	2,573,301	2,678,665	2,640,815	2,609,742	2,623,279
Police Investigation: 0141I							
Operating Expenses	378,274	427,074	401,367	440,990	436,587	437,742	459,160
Capital Expenses			21,206				
Total Police Investigation	378,274	427,074	422,573	440,990	436,587	437,742	459,160
Total Police Department	**3,637,840**	**3,646,902**	**3,761,114**	**3,956,061**	**3,864,412**	**3,803,643**	**4,112,946**
Fire Department: 01411							
Operating Expenses	846,208	827,756	944,644	889,516	865,392	915,464	887,146
Capital Expenses	142,740		40,000		15,000	15,000	15,000
Total Fire Department	988,948	827,756	984,644	889,516	880,392	930,464	902,146
Building Division: 01413							
Operating Expenses	216,279	222,152	271,744	303,709	455,300	441,969	334,940
Capital Expenses							
Total Building Department	216,279	222,152	271,744	303,709	455,300	441,969	334,940
TOTAL PUBLIC SAFETY	**4,843,067**	**4,696,810**	**5,017,502**	**5,149,286**	**5,200,104**	**5,176,076**	**5,350,032**

OBJECT OF EXPENDITURE	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2013 PROJECTED	2014 BUDGET
430 PUBLIC WORKS							
Engineering Administration: 01408							
Operating Expenses	398,747	367,601	391,758	414,343	502,024	507,408	511,388
Capital Expenses							
Total Engineering Administration	398,747	367,601	391,758	414,343	502,024	507,408	511,388
Streets Division:							
Field Operations: 01430							
Operating Expenses	720,873	591,494	562,245	563,783	566,705	546,199	545,943
Capital Expenses	16,093	7,771	49,372	56,266	455,660	329,910	576,485
Total Streets Administration	736,966	599,265	611,617	620,049	1,022,365	876,109	1,122,428
Streets Cleaning: 01431							
Operating Expenses	87,755	87,617	96,810	102,611	96,724	95,468	101,039
Capital Expenses							
Total Streets Cleaning	87,755	87,617	96,810	102,611	96,724	95,468	101,039
Traffic Control: 01433							
Operating Expenses	194,761	186,047	188,625	189,193	205,573	201,316	229,233
Capital Expenses	91,119	1,072,025	1,904,314	31,676	22,000		37,245
Total Traffic Control	285,880	1,258,072	2,092,939	220,869	227,573	201,316	266,478
Street Lighting: 01434							
Operating Expenses	261,284	278,741	305,864	277,888	269,914	283,030	270,431
Capital Expenses				59,167	-		21,000
Total Street Lighting	261,284	278,741	305,864	337,055	269,914	283,030	291,431
Total Streets Division	1,371,885	2,223,695	3,107,230	1,280,584	1,616,576	1,455,923	1,781,376
TOTAL PUBLIC WORKS	**1,770,632**	**2,591,296**	**3,498,988**	**1,694,927**	**2,118,600**	**1,963,331**	**2,292,764**

OBJECT OF EXPENDITURE	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2013 PROJECTED	2014 BUDGET
450 PARKS & RECREATION							
Parks & Recreation Department:							
Parks & Recreation Admin: 01451							
Operating Expenses	170,679	170,872	167,355	189,613	191,652	191,183	190,728
Capital Expenses							
Total Parks & Recreation Admin	170,679	170,872	167,355	189,613	191,652	191,183	190,728
Recreation Services: 01452							
Operating Expenses	158,763	147,883	159,235	164,794	178,356	165,383	171,945
Capital Expenses							
Total Recreation Services	158,763	147,883	159,235	164,794	178,356	165,383	171,945
Swimming Pool: 01453							
Operating Expenses	137,488	141,374	136,601	132,508	148,189	127,270	137,662
Capital Expenses			11,344		44,747	10,770	30,000
Total Swimming Pool	137,488	141,374	147,945	132,508	192,936	138,040	167,662
Parks Maintenance: 01454							
Operating Expenses	339,134	346,668	365,277	334,891	366,810	366,850	348,851
Capital Expenses	25,952	213,149	7,675	142,537	736,622	424,014	858,654
Total Parks Maintenance	365,086	559,817	372,952	477,428	1,103,432	790,864	1,207,505
Borough Hall Maintenance: 01409							
Operating Expenses	78,434	64,491	45,407	78,443	54,730	58,309	68,781
Capital Expenses	8,803	127,602	28,261	21,025	16,667		25,914
Total Borough Hall Maintenance	87,237	192,093	73,668	99,468	71,397	58,309	94,695
Community Center: 01458							
Operating Expenses	96,249	91,510	84,701	82,585	86,531	83,147	79,993
Capital Expenses					158,000	2,600	136,000
Total Community Center	96,249	91,510	84,701	82,585	244,531	85,747	215,993
Shade Tree Program: 01455	15,606	21,852	15,517	9,233	7,500	10,000	7,000
Total Parks & Recreation	**1,031,108**	**1,325,401**	**1,021,373**	**1,155,629**	**1,989,804**	**1,439,526**	**2,055,528**
Outside Agencies:	22,980	20,780	20,900	18,663	15,050	5,000	4,500
TOTAL PARKS & RECREATION	**1,054,088**	**1,346,181**	**1,042,273**	**1,174,292**	**2,004,854**	**1,444,526**	**2,060,028**
Total Operating Expenses	10,245,366	14,840,973	10,856,700	10,523,108	10,713,723	10,621,158	10,659,543
Total Capital Expenses	361,382	1,583,909	2,229,125	377,143	1,536,270	908,611	2,072,798
TOTAL GENERAL FUND	**10,606,748**	**16,424,882**	**13,085,825**	**10,900,251**	**12,249,993**	**11,529,769**	**12,732,341**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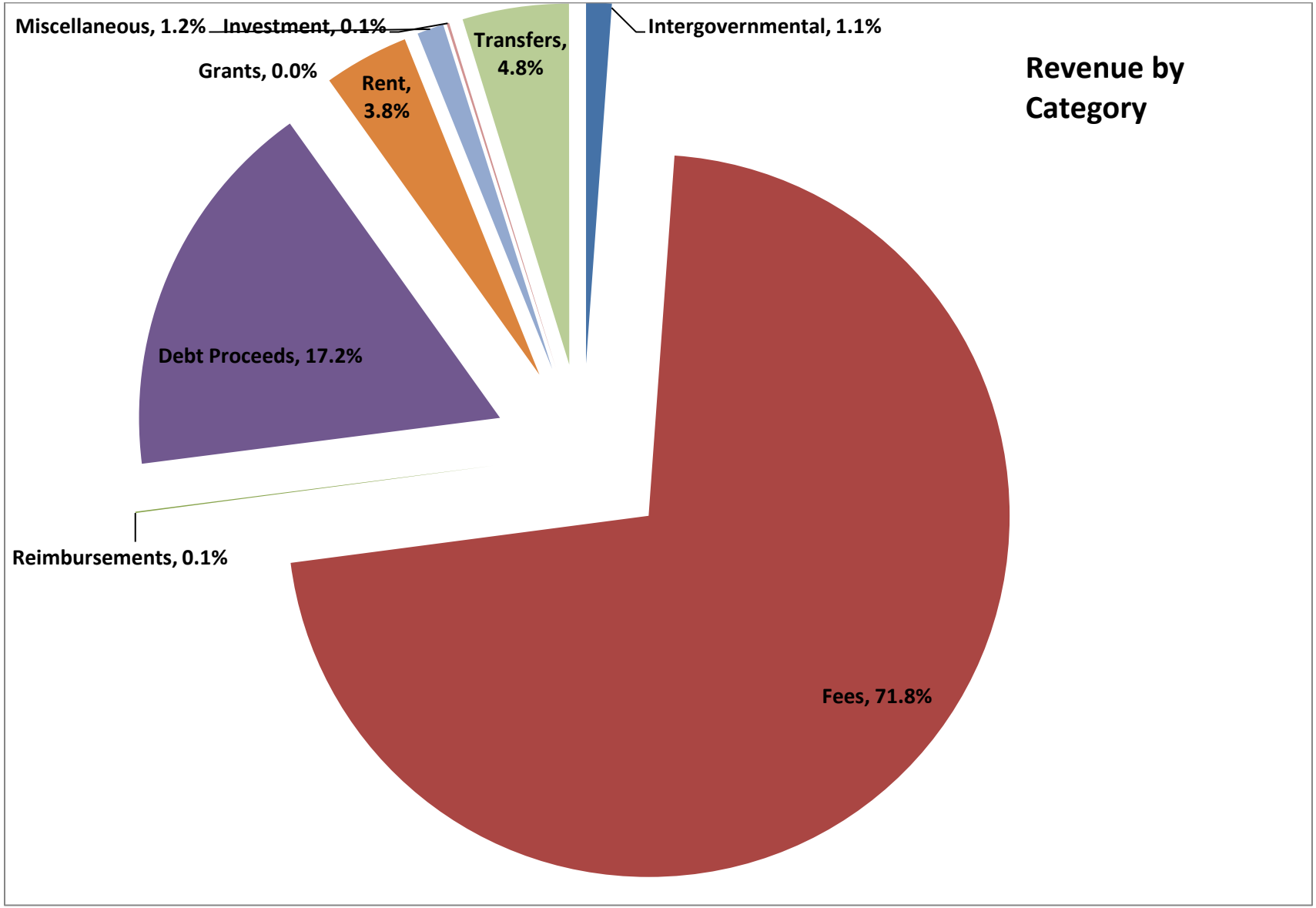
$9,691,443
$9,971,530
$10,475,175
$10,621,158
$10,659,543
Operating Expenses by Year
(excluding debt transfers)
(not adjusted for inflation)
2009
2010
2011
2012
2013
2014

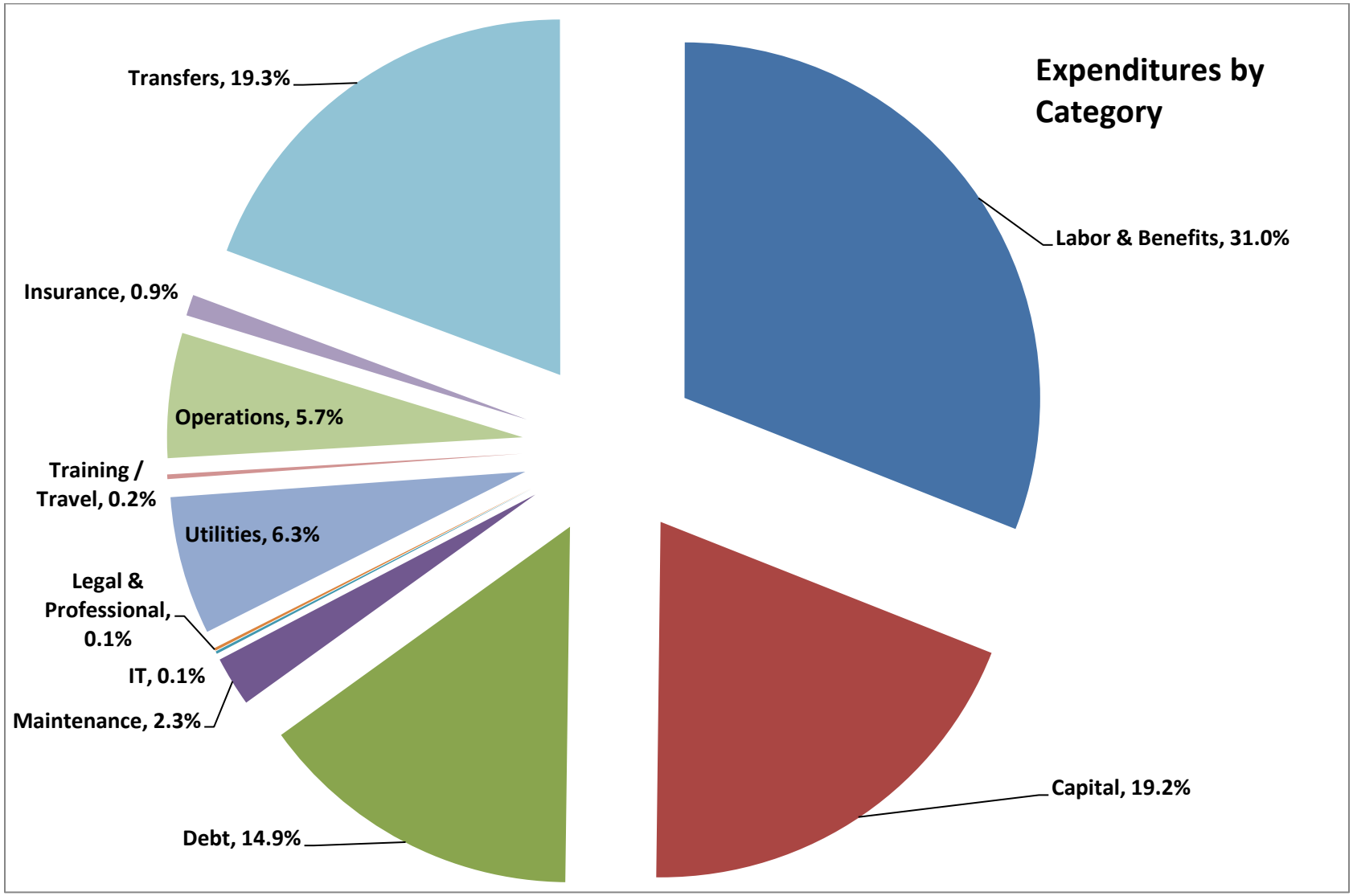
Revenues & Expenditures by Major Category

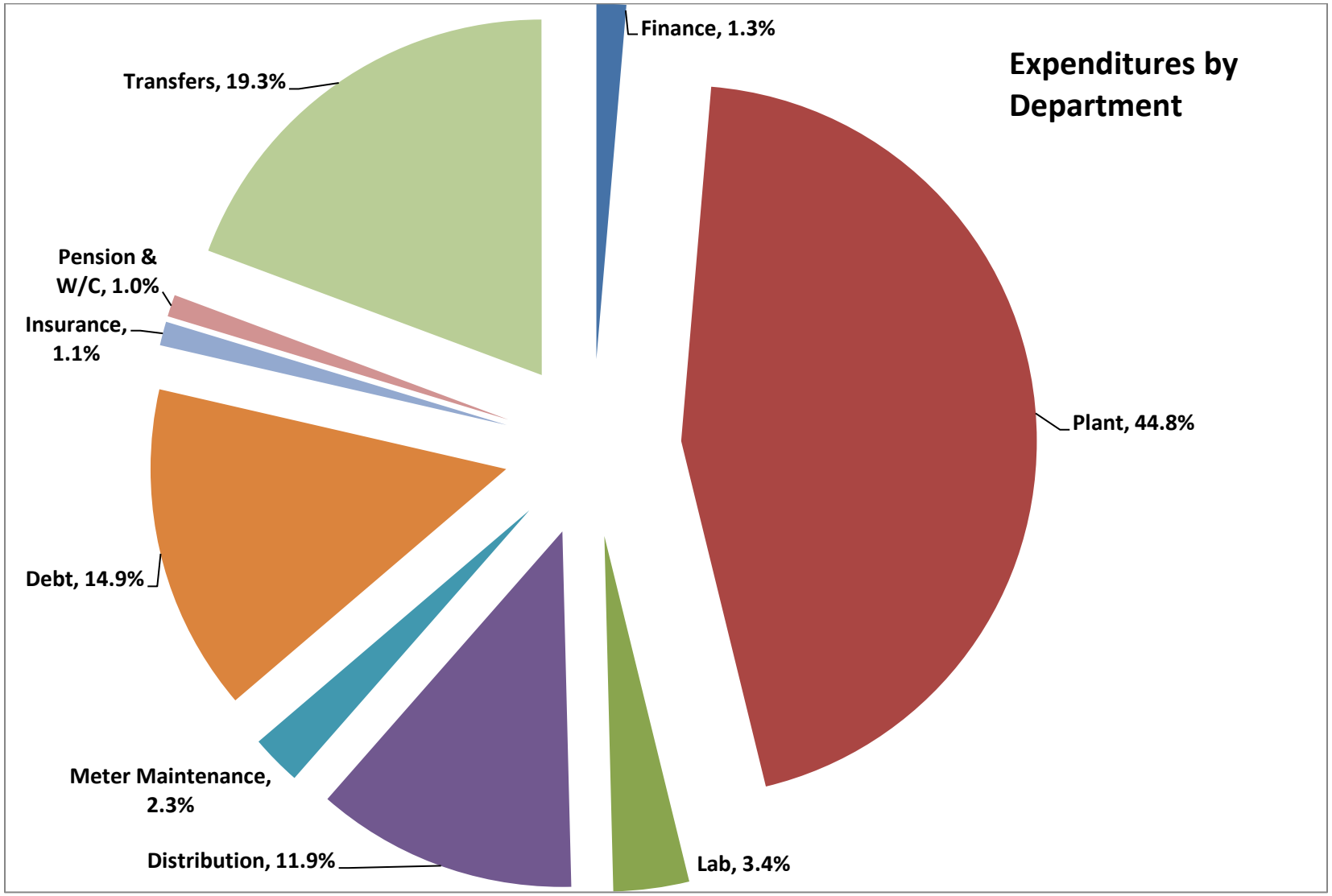
	2012	% of Revenue	Projection 2013	% of Revenue	Budget 2014	% of Revenue
Revenue:						
Intergovernmental	$ 49,996	1.2	$ 43,000	0.6	$ 50,000	1.1
Fees	3,207,194	79.6	3,128,892	44.8	3,130,000	71.8
Reimbursements	13,723	0.3	10,000	0.1	2,500	0.1
Debt Proceeds		-	3,368,721	48.2	748,817	17.2
Grants	11,518	0.3		-		-
Rent	150,429	3.7	160,148	2.3	165,000	3.8
Miscellaneous	68,431	1.7	70,743	1.0	52,000	1.2
Investment	4,935	0.1	1,020	0.0	5,000	0.1
Transfers	520,540	12.9	206,157	2.9	208,431	4.8
Total revenue	**4,026,766**	**100.0**	**6,988,681**	**100.0**	**4,361,748**	**100.0**
Expenditures:						
Labor & Benefits	1,285,208	31.9	1,300,967	18.6	1,316,303	30.2
Capital	493,340	12.3	3,488,311	49.9	815,767	18.7
Debt	710,605	17.6	443,852	6.4	631,102	14.5
Maintenance	93,718	2.3	87,106	1.2	95,920	2.2
IT	3,443	0.1	4,644	0.1	4,951	0.1
Legal & Professional	11,728	0.3	2,550	0.0	5,250	0.1
Utilities	232,236	5.8	244,399	3.5	267,281	6.1
Training / Travel	2,447	0.1	6,603	0.1	8,933	0.2
Operations	197,868	4.9	238,954	3.4	240,357	5.5
Insurance	28,595	0.7	33,534	0.5	40,241	0.9
Transfers	761,735	18.9	820,651	11.7	820,545	18.8
Total expenditures	**3,820,923**	**94.9**	**6,671,571**	**95.5**	**4,246,650**	**97.4**
Net surplus (deficit)	**$ 205,843**	**5.1**	**$ 317,110**	**4.5**	**$ 115,098**	**2.6**

Revenues by Major Category & Expenditures by Department

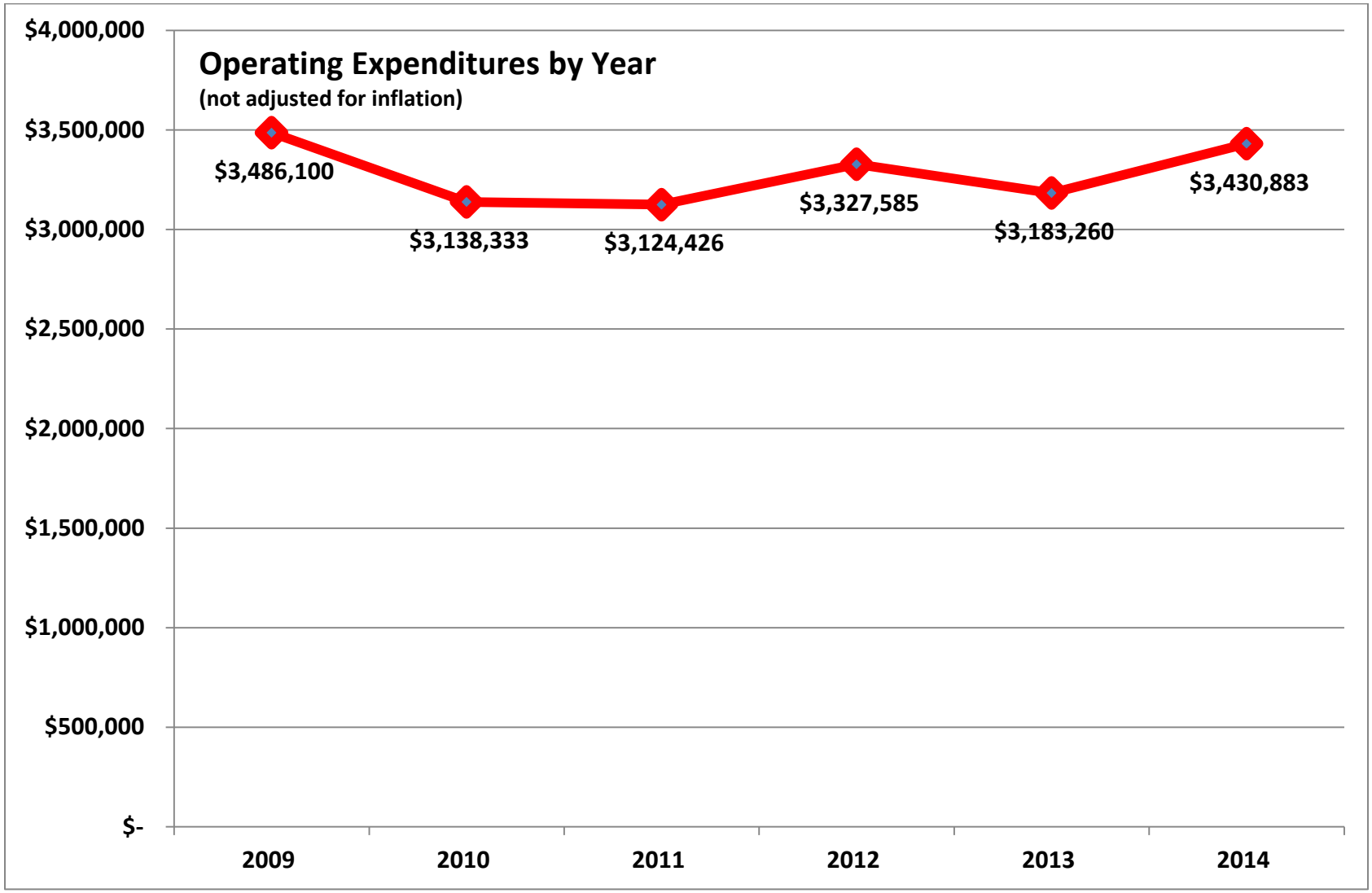
	2012	% of Revenue	Projection 2013	% of Revenue	Budget 2014	% of Revenue
Revenue:						
Intergovernmental	$ 49,996	1.2	$ 43,000	0.6	$ 50,000	1.1
Fees	3,207,194	79.6	3,128,892	44.8	3,130,000	71.8
Reimbursements	13,723	0.3	10,000	0.1	2,500	0.1
Debt Proceeds		-	3,368,721	48.2	748,817	17.2
Grants	11,518	0.3		-		-
Rent	150,429	3.7	160,148		165,000	
Miscellaneous	68,431	1.7	70,743	1.0	52,000	1.2
Investment	4,935	0.1	1,020	0.0	5,000	0.1
Transfers	520,540	12.9	206,157	2.9	208,431	4.8
Total revenue	**4,026,766**	**100.0**	**6,988,681**	**100.0**	**4,361,748**	**100.0**
Expenditures:						
Finance	89,341	2.2	59,312	0.8	57,009	1.3
Plant	1,422,323	35.3	4,485,963	64.2	1,903,901	43.6
Lab	119,821	3.0	131,733	1.9	145,272	3.3
Distribution	550,938	13.7	547,542	7.8	503,855	11.6
Meter Maintenance	101,574	2.5	107,411	1.5	96,861	2.2
Debt	710,605	17.6	443,852	6.4	631,102	14.5
Insurance	32,858	0.8	38,739	0.6	46,282	1.1
Pension & W/C	31,728	0.8	36,368	0.5	41,823	1.0
Transfers	761,735	18.9	820,651	11.7	820,545	18.8
Total expenditures	**3,820,923**	**94.9**	**6,671,571**	**95.5**	**4,246,650**	**97.4**
Net surplus (deficit)	**$ 205,843**	**5.1**	**$ 317,110**	**4.5**	**$ 115,098**	**2.6**


Revenue by Category
Miscellaneous, 1.2%
Investment, 0.1%
Grants, 0.0%
Rent, 3.8%
Transfers, 4.8%
Intergovernmental, 1.1%
Debt Proceeds, 17.2%
Reimbursements, 0.1%
Fees, 71.8%


Expenditures by Category
Transfers, 19.3%
Labor & Benefits, 31.0%
Insurance, 0.9%
Operations, 5.7%
Training / Travel, 0.2%
Utilities, 6.3%
Legal & Professional, 0.1%
IT, 0.1%
Maintenance, 2.3%
Capital, 19.2%
Debt, 14.9%


Expenditures by Department
Finance, 1.3%
Plant, 44.8%
Lab, 3.4%
Distribution, 11.9%
Meter Maintenance, 2.3%
Debt, 14.9%
Insurance, 1.1%
Pension & W/C, 1.0%
Transfers, 19.3%

OBJECT OF EXPENDITURE	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2013 PROJECTED	2014 BUDGET
400 GENERAL GOVERNMENT							
Water Billing: 06402							
Operating Expenses	56,971	41,878	45,633	57,674	41,543	40,062	40,342
Capital Expenses		253,147		31,667	19,917	19,250	16,667
Total Water Billing	56,971	295,025	45,633	89,341	61,460	59,312	57,009
Water Revenue Bonds: 06471	1,129,755	740,977	769,519	710,605	442,610	443,852	631,102
Water Authority: 06481	79	-	-	8,793	-	50	750
Insurance Premiums: 06486	32,899	28,501	27,504	32,858	38,498	38,739	46,282
NonDepT.-Benefits: 06488	34,144	25,900	27,400	31,728	34,319	36,368	41,823
Transfers To Other Funds: 06492	555,693	598,220	534,839	761,735	820,651	820,651	820,545
TOTAL GENERAL GOVERNMENT	**1,809,541**	**1,688,623**	**1,404,895**	**1,635,060**	**1,397,538**	**1,398,972**	**1,597,511**
430 PUBLIC WORKS							
Water Plant: 0644P							
Operating Expenses	1,030,756	1,013,015	1,029,284	1,043,345	1,098,254	1,103,092	1,134,901
Capital Expenses	400,150	394,209	174,000	370,187	3,756,400	3,382,821	768,250
Total Water Plant	1,430,906	1,407,224	1,203,284	1,413,532	4,854,654	4,485,913	1,903,151
Water Plant Lab: 0644L							
Operating Expenses	106,191	108,481	128,495	119,821	140,690	131,733	145,272
Capital Expenses			12,495				
Total Water Plant Lab	106,191	108,481	140,990	119,821	140,690	131,733	145,272
Water Distribution: 06449							
Operating Expenses	436,748	473,413	454,500	484,452	468,786	461,542	473,005
Capital Expenses	65,481	42,810	147,608	66,486	221,267	86,000	30,850
Total Water Distribution	502,229	516,223	602,108	550,938	690,053	547,542	503,855
Water Meter Maintenance: 06450							
Operating Expenses	102,864	107,948	107,252	76,574	92,313	107,171	96,861
Capital Expenses			585,540	25,000		240	
Total Water Meter Maintenance	102,864	107,948	692,792	101,574	92,313	107,411	96,861
TOTAL PUBLIC WORKS	**2,142,190**	**2,139,876**	**2,639,174**	**2,185,865**	**5,777,710**	**5,272,599**	**2,649,139**
Total Operating Expenses	3,486,100	3,138,333	3,124,426	3,327,585	3,177,664	3,183,260	3,430,883
Total Capital Expenses	465,631	690,166	919,643	493,340	3,997,584	3,488,311	815,767
TOTAL WATER FUND EXPENDITURES	**3,951,731**	**3,828,499**	**4,044,069**	**3,820,925**	**7,175,248**	**6,671,571**	**4,246,650**

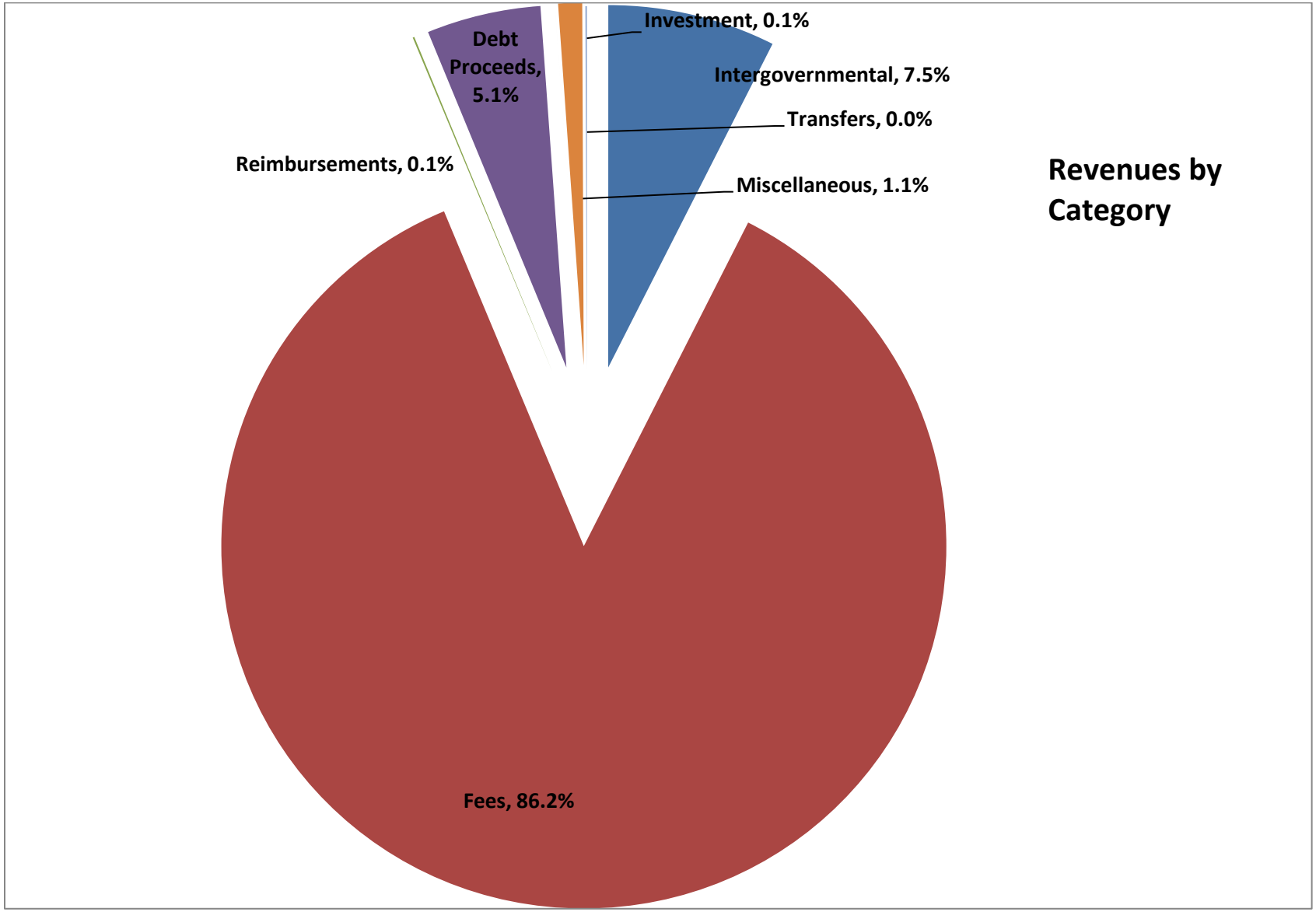

Operating Expenditures by Year
(not adjusted for inflation)
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$-
$3,486,100
$3,138,333
$3,124,426
$3,327,585
$3,183,260
$3,430,883
2009
2010
2011
2012
2013
2014

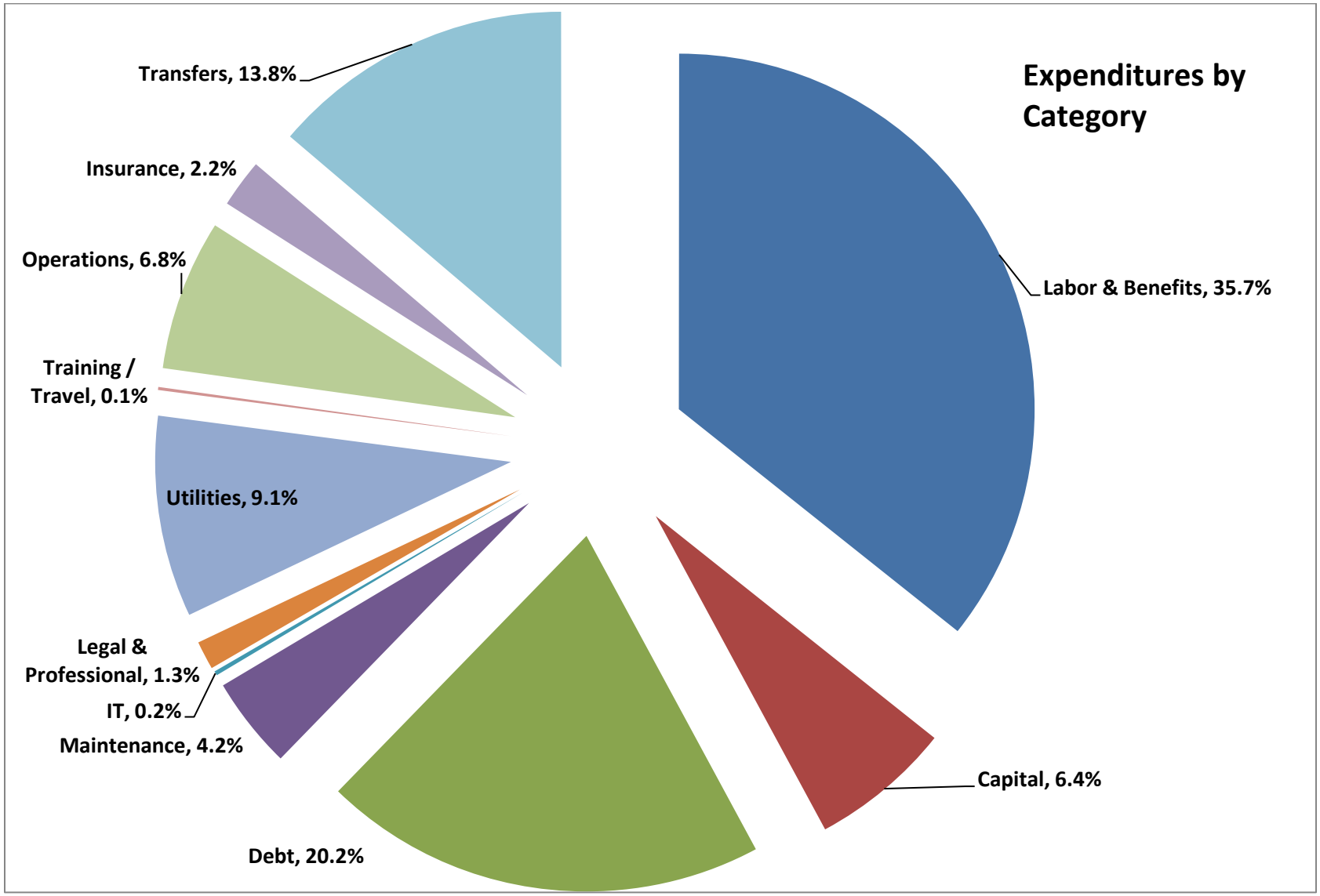
Revenues & Expenditures by Major Category

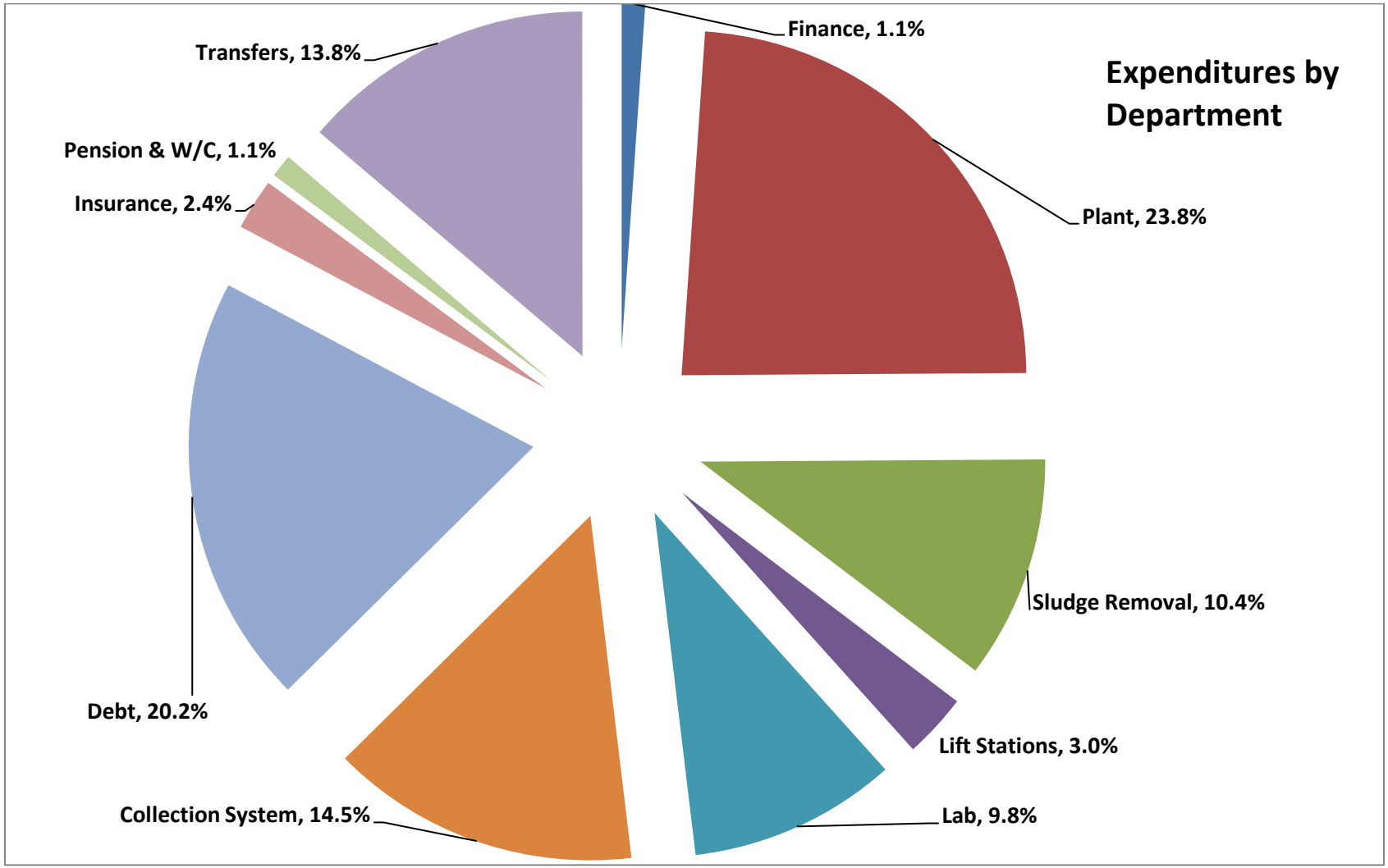
	2012	% of Revenue	Projection 2013	% of Revenue	Budget 2014	% of Revenue
Revenue:						
Intergovernmental	$ 1,294,519	16.3	$ 591,075	11.3	$ 400,000	7.5
Fees	4,497,001	56.5	4,314,000	82.4	4,615,358	86.2
Reimbursements	520,454	6.5	4,000	0.1	4,000	0.1
Debt Proceeds	1,500,000	18.9	204,385	3.9	272,167	5.1
Grants	11,517	0.1		-		-
Miscellaneous	93,770	1.2	121,901	2.3	57,300	1.1
Investment	4,537	0.1	3,025	0.1	3,700	0.1
Transfers	33,694	0.4		-		-
Total revenue	**7,955,492**	**100.0**	**5,238,386**	**100.0**	**5,352,525**	**100.0**
Expenditures:						
Labor & Benefits	1,800,716	22.6	1,744,161	33.3	1,823,978	34.1
Capital	3,126,213	39.3	540,861	10.3	327,641	6.1
Debt	1,190,385	15.0	673,528	12.9	1,030,492	19.3
Maintenance	149,767	1.9	144,943	2.8	212,459	4.0
IT	2,672	0.0	6,256	0.1	10,056	0.2
Legal & Professional	28,947	0.4	64,000	1.2	66,000	1.2
Utilities	451,934	5.7	415,635	7.9	467,311	8.7
Training / Travel	1,380	0.0	2,716	0.1	7,006	0.1
Operations	321,261	4.0	330,418	6.3	349,500	6.5
Insurance	76,395	1.0	92,600	1.8	111,120	2.1
Transfers	709,794	8.9	706,660	13.5	703,976	13.2
Total expenditures	**7,859,464**	**98.8**	**4,721,778**	**90.1**	**5,109,539**	**95.5**
Net surplus (deficit)	**$ 96,028**	**1.2**	**$ 516,608**	**9.9**	**$ 242,986**	**4.5**

Revenues by Major Category & Expenditures by Department

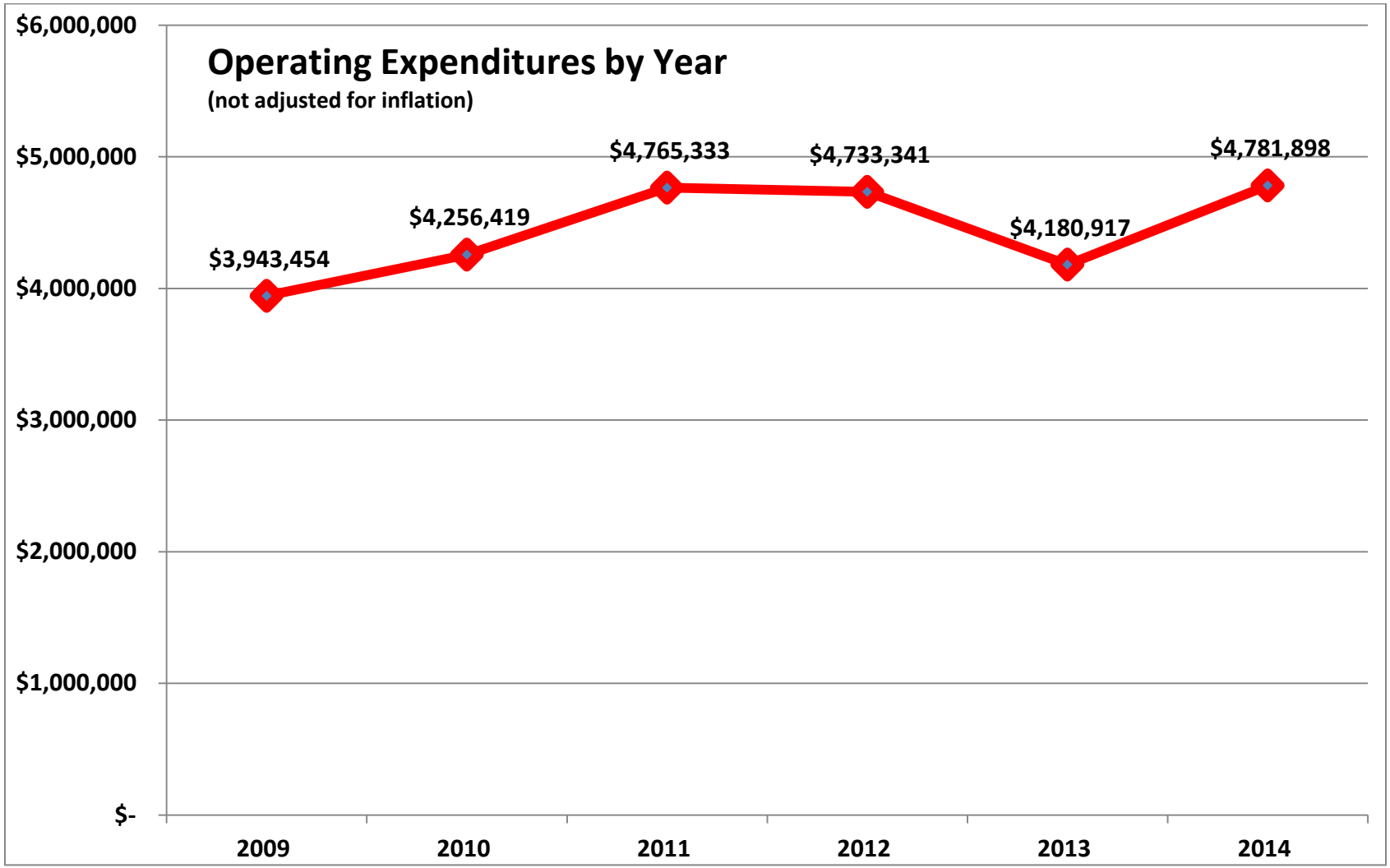
	2012	% of Revenue	Projection 2013	% of Revenue	Budget 2014	% of Revenue
Revenue:						
Intergovernmental	$ 1,294,519	16.3	$ 591,075	11.3	$ 400,000	7.5
Fees	4,497,001	56.5	4,314,000	82.4	4,615,358	86.2
Reimbursements	520,454	6.5	4,000	0.1	4,000	0.1
Debt Proceeds	1,500,000	18.9	204,385	3.9	272,167	5.1
Grants	11,517	0.1		-		-
Miscellaneous	93,770	1.2	121,901	2.3	57,300	1.1
Investment	4,537	0.1	3,025	0.1	3,700	0.1
Transfers	33,694	0.4		-		-
Total revenue	**7,955,492**	**100.0**	**5,238,386**	**100.0**	**5,352,525**	**100.0**
Expenditures:						
Finance	106,678	1.3	58,481	1.1	56,009	1.0
Plant	4,068,426	51.1	1,364,746	26.1	1,216,086	22.7
Sludge Removal	502,757	6.3	613,734	11.7	533,484	10.0
Lift Stations	140,157	1.8	140,409	2.7	153,142	2.9
Lab	482,436	6.1	485,728	9.3	498,458	9.3
Collection System	526,108	6.6	528,898	10.1	740,953	13.8
Debt	1,190,385	15.0	673,528	12.9	1,030,492	19.3
Insurance	82,562	1.0	102,066	1.9	122,479	2.3
Pension & W/C	50,161	0.6	47,528	0.9	54,460	1.0
Transfers	709,794	8.9	706,660	13.5	703,976	13.2
Total expenditures	**7,859,464**	**98.8**	**4,721,778**	**90.1**	**5,109,539**	**95.5**
Net surplus (deficit)	**$ 96,028**	**1.2**	**$ 516,608**	**9.9**	**$ 242,986**	**4.5**


Investment, 0.1%
Intergovernmental, 7.5%
Transfers, 0.0%
Miscellaneous, 1.1%
Debt Proceeds, 5.1%
Reimbursements, 0.1%
Fees, 86.2%
Revenues by Category


Expenditures by Category
Transfers, 13.8%
Insurance, 2.2%
Operations, 6.8%
Training / Travel, 0.1%
Utilities, 9.1%
Legal & Professional, 1.3%
IT, 0.2%
Maintenance, 4.2%
Debt, 20.2%
Capital, 6.4%
Labor & Benefits, 35.7%


Expenditures by Department
Finance, 1.1%
Plant, 23.8%
Sludge Removal, 10.4%
Lift Stations, 3.0%
Lab, 9.8%
Collection System, 14.5%
Debt, 20.2%
Insurance, 2.4%
Pension & W/C, 1.1%
Transfers, 13.8%

OBJECT OF EXPENDITURE	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2013 PROJECTED	2014 BUDGET
400 GENERAL GOVERNMENT							
Sewer Billing: 08402							
Operating Expenses	61,998	41,183	46,967	50,011	41,548	38,991	39,342
Capital Expenses		253,147	585,540	56,667	19,918	19,490	16,667
Total Sewer Billing	61,998	294,330	632,507	106,678	61,466	58,481	56,009
Sewer Obligation Debt: 08471	778,104	889,715	1,104,461	1,190,385	670,972	673,528	1,030,492
Sewer Authority Funding: 08481	11,678	3,742	5,527	10,716	5,200	15,200	15,000
Insurance Premiums: 08486	87,302	75,134	67,742	82,562	101,829	102,066	122,479
NonDepartmental-Benefits	44,903	34,841	35,688	50,161	45,214	47,528	54,460
Transfers To Other Funds: 08492	552,701	644,498	661,662	709,794	706,660	706,660	703,976
TOTAL GENERAL GOVERNMENT	**1,536,686**	**1,942,260**	**2,507,587**	**2,150,296**	**1,591,341**	**1,603,463**	**1,982,416**
430 PUBLIC WORKS							
Wastewater Treatment Plant: 0842P							
Operating Expenses	1,051,241	1,132,794	1,319,022	1,082,172	1,216,731	1,055,227	1,201,086
Capital Expenses	2,640,211	16,437,841	10,370,874	2,975,538	4,561,500	294,319	
Total Wastewater Treatment Plant	3,691,452	17,570,635	11,689,896	4,057,710	5,778,231	1,349,546	1,201,086
Sludge Removal: 0842S							
Operating Expenses	407,729	426,612	445,448	476,757	544,989	493,734	508,484
Capital Expenses	71,645			26,000	155,000	120,000	25,000
Total Sludge Removal	479,374	426,612	445,448	502,757	699,989	613,734	533,484
Lift Stations: 0842M							
Operating Expenses	109,166	135,653	133,542	140,157	154,421	140,409	153,142
Capital Expenses	151,987	33,479	7,540		-		
Total Lift Stations	261,153	169,132	141,082	140,157	154,421	140,409	153,142
Sewer Plant Lab: 0842L							
Operating Expenses	428,598	439,601	461,145	481,436	520,704	468,917	498,458
Capital Expenses	8,900		55,345	1,000	59,600	16,811	
Total Sewer Plant Lab	437,498	439,601	516,490	482,436	580,304	485,728	498,458
Sewer Collection System: 08425							
Operating Expenses	410,034	432,646	484,129	459,190	455,122	438,657	454,979
Capital Expenses	306,799	50,422	23,900	66,918	274,391	90,241	285,974
Total Sewer Collection System	716,833	483,068	508,029	526,108	729,513	528,898	740,953
TOTAL PUBLIC WORKS	**5,586,310**	**19,089,048**	**13,300,945**	**5,709,168**	**7,942,458**	**3,118,315**	**3,127,123**
Total Operating Expenses	3,943,454	4,256,419	4,765,333	4,733,341	4,463,390	4,180,917	4,781,898
Total Capital Expenses	3,179,542	16,774,889	11,043,199	3,126,123	5,070,409	540,861	327,641
TOTAL SEWER FUND EXPENDITURES	**7,122,996**	**21,031,308**	**15,808,532**	**7,859,464**	**9,533,799**	**4,721,778**	**5,109,539**


Operating Expenditures by Year
(not adjusted for inflation)
$6,000,000
$5,000,000
$4,000,000
$3,000,000
$2,000,000
$1,000,000
$-
$3,943,454
$4,256,419
$4,765,333
$4,733,341
$4,180,917
$4,781,898
2009
2010
2011
2012
2013
2014

Revenues & Expenditures by Activity

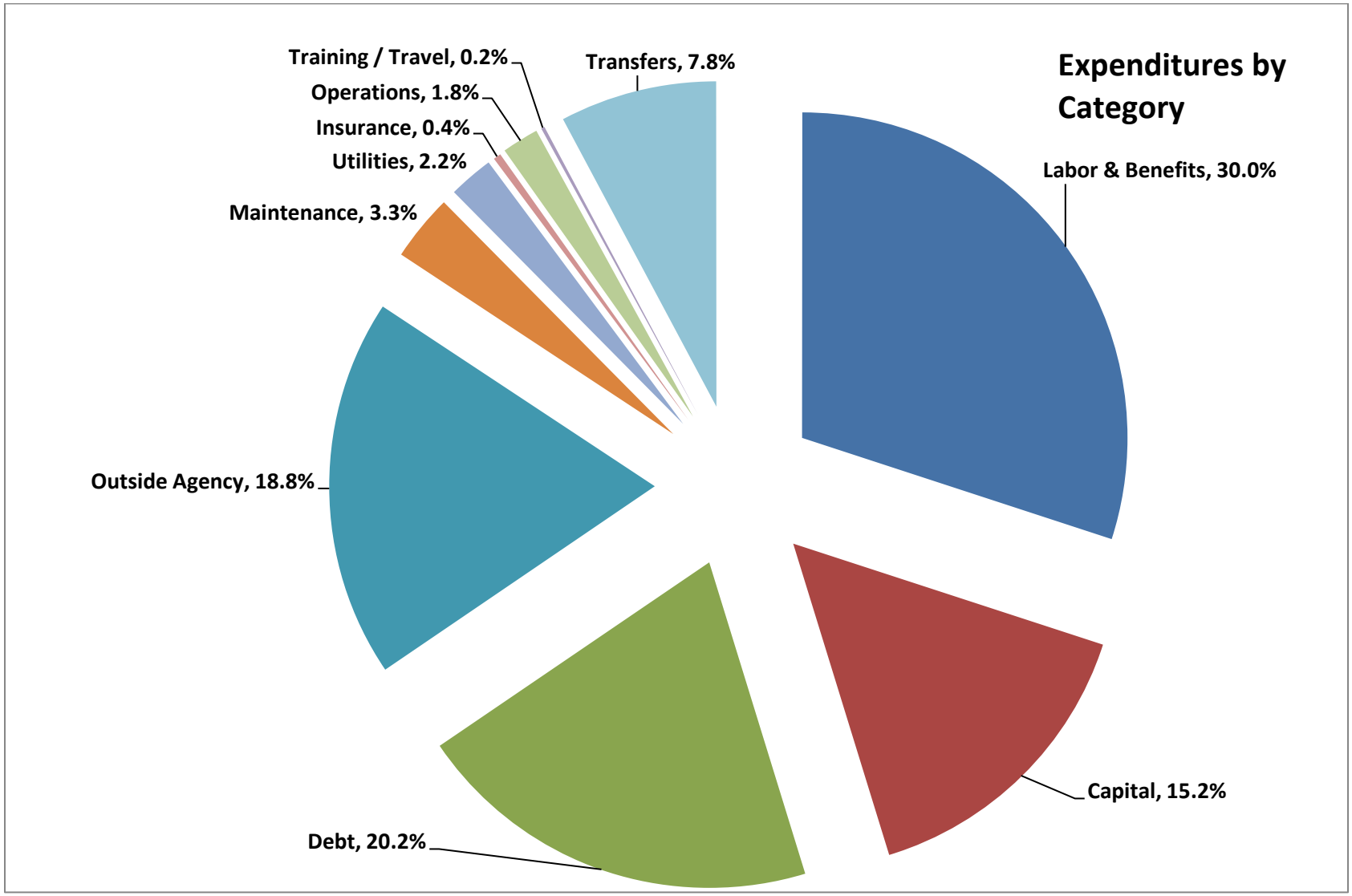
Description	Operations	% of Revenue	Garage	% of Revenue	Total	% of Revenue
Revenue	**$ 427,800**	**100.0**	**$ 173,000**	**100.0**	**$ 600,800**	**100.0**
Expenditures:						
Personnel & Benefits	128,466	30.0	38,761	22.4	167,227	27.8
Operating Expenses	18,498	4.3	24,606	14.2	43,104	7.2
DCA	97,500	22.8	-	-	97,500	16.2
Outside Agencies	11,150	2.6	-	-	11,150	1.9
Debt	-	-	116,970	67.6	116,970	19.5
Transfers	32,091	7.5	12,977	7.5	45,068	7.5
Insurance	1,903	0.4	770	0.4	2,673	0.4
Workers' Compensation	4,861	1.1	1,467	0.8	6,328	1.1
Capital	38,000	8.9	50,000	28.9	88,000	14.6
Total Expenditures	**332,469**	**77.7**	**245,551**	**141.9**	**578,020**	**96.2**
Net Surplus (Deficit)	**$ 95,331**	**22.3**	**$ (72,551)**	**(41.9)**	**$ 22,780**	**3.8**

Revenues & Expenditures by Major Category

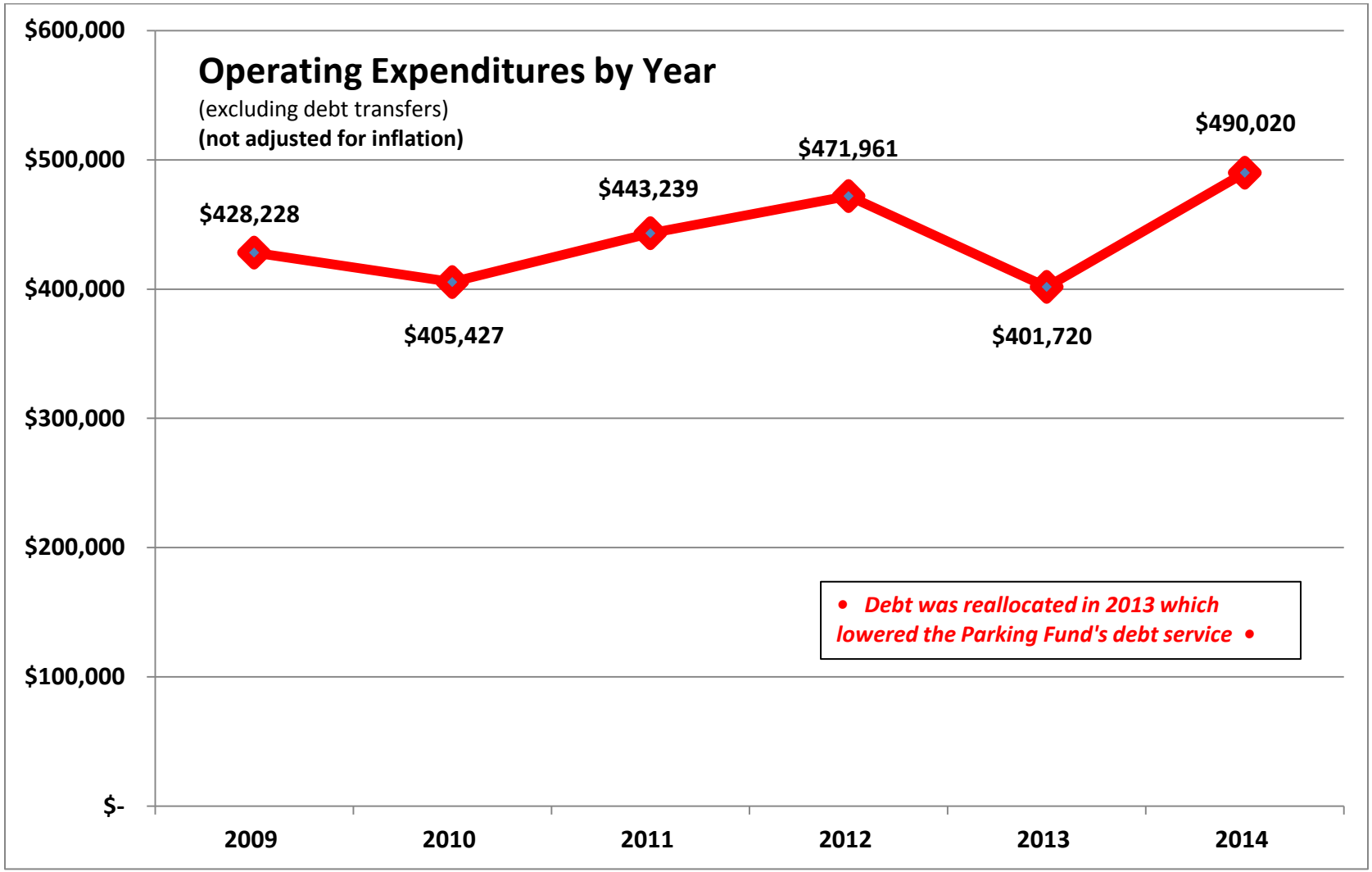
	2012	% of Revenue	Projection 2013	% of Revenue	Budget 2014	% of Revenue
Revenue:						
Fees	$ 558,470	99.4	$ 510,500	99.5	$ 558,000	92.9
Grants					40,000	6.7
Miscellaneous	3,296	0.6	2,470	0.5	2,500	0.4
Investment	299	0.1		-	300	0.0
Total revenue	**562,065**	**100.0**	**512,970**	**100.0**	**600,800**	**100.0**
Expenditures:						
Labor & Benefits	99,897	17.8	101,102	19.7	173,555	28.9
Capital	28,007	5.0	31,830	6.2	88,000	14.6
Debt	214,649	38.2	113,054	22.0	116,970	19.5
Legal & Professional	8,313	1.5		-		-
Outside Agency	77,250	13.7	111,100	21.7	108,650	18.1
Maintenance	9,040	1.6	10,385	2.0	19,090	3.2
Utilities	11,868	2.1	12,276	2.4	12,887	2.1
Insurance	1,531	0.3	1,809		2,170	0.4
Operations	4,413	0.8	6,795	1.3	10,630	1.8
Training / Travel		-		-	1,000	0.2
Transfers	211,216	37.6	45,199	8.8	45,068	7.5
Total expenditures	**666,184**	**118.5**	**433,550**	**84.5**	**578,020**	**96.2**
Net surplus (deficit)	**$ (104,119)**	**(18.5)**	**$ 79,420**	**15.5**	**$ 22,780**	**3.8**

Revenues by Major Category & Expenditures by Department

	2012	% of Revenue	Projection 2013	% of Revenue	Budget 2014	% of Revenue
Revenue:						
Fees	$ 558,470	99.4	$ 510,500	99.5	$ 558,000	92.9
Grants					40,000	6.7
Miscellaneous	3,296	0.6	2,470	0.5	2,500	0.4
Investment	299	0.1		-	300	0.0
Total revenue	**562,065**	**100.0**	**512,970**	**100.0**	**600,800**	**100.0**
Expenditures:						
Operations	164,493	29.3	211,963	41.3	293,614	48.9
Garage	68,774	12.2	55,603	10.8	113,367	18.9
Debt	214,649	38.2	113,054	22.0	116,970	19.5
Insurance	1,810	0.3	2,228	0.4	2,673	0.4
Pension & W/C	5,242	0.9	5,503	1.1	6,328	1.1
Transfers	211,216	37.6	45,199	8.8	45,068	7.5
Total expenditures	**666,184**	**118.5**	**433,550**	**84.5**	**578,020**	**96.2**
Net surplus (deficit)	**$ (104,119)**	**(18.5)**	**$ 79,420**	**15.5**	**$ 22,780**	**3.8**


Expenditures by Category
Labor & Benefits, 30.0%
Capital, 15.2%
Debt, 20.2%
Outside Agency, 18.8%
Maintenance, 3.3%
Utilities, 2.2%
Insurance, 0.4%
Operations, 1.8%
Training / Travel, 0.2%
Transfers, 7.8%

OBJECT OF EXPENSE	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2013 PROJECTED	2014 BUDGET
400 GENERAL GOVERNMENT							
Parking Operations: 32445							
Operating Expenses	148,048	147,973	162,284	136,486	179,238	180,133	255,614
Capital Expenses	11,600	3,500	40,000	28,007	43,800	31,830	38,000
Total Parking Administration	159,648	151,473	202,284	164,493	223,038	211,963	293,614
Parking Garage: 32446							
Operating Expenses	80,472	53,602	71,331	68,774	56,408	55,603	63,367
Capital Expenses		39,604					50,000
Total Parking Garage	80,472	93,206	71,331	68,774	56,408	55,603	113,367
Parking Fund Debt: 32471	174,078	179,865	185,914	214,649	112,538	113,054	116,970
Insurance Premiums: 32486	1,822	1,570	1,512	1,810	2,228	2,228	2,673
NonDepart. -Benefits: 32488	5,089	4,123	4,564	5,242	5,670	5,503	6,328
Transfers To Other Funds: 32492	43,719	18,294	17,634	211,216	45,199	45,199	45,068
TOTAL GENERAL GOVERNMENT	**464,828**	**448,531**	**483,239**	**666,184**	**445,081**	**433,550**	**578,020**
Total Operating Expenses	453,228	405,427	443,239	638,177	401,281	401,720	490,020
Total Capital Expenses	11,600	43,104	40,000	28,007	43,800	31,830	88,000
TOTAL PARKING FUND EXPENSES	**464,828**	**448,531**	**483,239**	**666,184**	**445,081**	**433,550**	**578,020**


Operating Expenditures by Year
(excluding debt transfers)
(not adjusted for inflation)
$600,000
$500,000
$400,000
$300,000
$200,000
$100,000
$-
$428,228
$405,427
$443,239
$471,961
$401,720
$490,020
2009
2010
2011
2012
2013
2014
• Debt was reallocated in 2013 which lowered the Parking Fund's debt service •

Revenues & Expenditures by Major Category

	2012	% of Revenue	Projection 2013	% of Revenue	Budget 2014	% of Revenue
Revenue:						
Fees	$ 590,330	91.9	$ 626,600	92.5	$ 629,000	92.6
Grants	45,868	7.1	48,791	7.2	48,000	7.1
Miscellaneous	5,724	0.9	2,000	0.3	2,500	0.4
Investment	483	0.1	200	0.0		-
Total revenue	**642,405**	**100.0**	**677,591**	**100.0**	**679,500**	**100.0**
Expenditures:						
Labor & Benefits	25,913	4.0	23,312	3.4	21,719	3.2
Maintenance	320	0.0	1,100	0.2		-
Utilities	583,121	90.8	616,962	91.1	552,480	81.3
Operations	91,524	14.2	82,607	12.2	85,233	12.5
Transfers	18,767	2.9	20,199	3.0	20,068	3.0
Total expenditures	**719,645**	**112.0**	**744,180**	**109.8**	**679,500**	**100.0**
Net surplus (deficit)	**$ (77,240)**	**(12.0)**	**$ (66,589)**	**(9.8)**	**$ -**	**-**

General capital assets are those assets not specifically related to activities reported in the proprietary funds and generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net position but are not reported in the fund financial statements. Capital assets utilized by the proprietary funds are reported both in the business-type column of the government-wide statement of net position and in the respective fund.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair values as of the date received. The Borough maintains a capitalization threshold of $ 5,000. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are expensed. Interest incurred during the construction of capital assets is only capitalized for proprietary fund assets.

All infrastructure acquired after January 1, 1980 for the governmental activities is reported on the government-wide statements. Infrastructure includes roads, bridges, traffic signals, storm sewers and drains.

All reported capital assets are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed in the Comprehensive Annual Financial Report using the straight-line method over the following useful lives:

Land Improvements 50
Infrastructure 20-40
Buildings 30
Equipment 10
Vehicles 5

GENERAL FUND		Capital		Bond Proceeds	Grants	Designated Revenues	Other/Cash Reserves
Fire		15,000	15,000	15,000			0
Police	Document Management System	8,500					8,500
	Dispatch Transition Costs	300,000		300,000			0
	Patrol Vehicle	32,000				32,000	0
	Patrol Vehicle	32,000	372,500			32,000	0
Codes & Engineering	Curb & Sidewalk Repairs	15,000	15,000			15,000	0
Boro Hall	Boro Hall Generator	16,666	16,666	16,666			0
Traffic Control	Signal Upgrade at North & Bedford	14,575		14,575			0
	Signal Upgrade and North & East	14,575		14,575			
	Sign Fabrication Machine	7,095	36,245			3,548	3,548
Public Works - Street Lights	Downtown Street Light Wiring Replacement	21,000	21,000	21,000			0
Public Works - Communtiy Ctr	Second Floor Upgrades	136,000	136,000	136,000			0
Public Works - Field Ops	Replace Fuel Pumps	5,500		5,500			0
	3/4 Ton Pickup w/ Plow	12,675					12,675
	3/4 Ton Pickup w/ Plow	12,675					12,675
	Valley Meadows Swale	8,000					8,000
	Molly Pitcher Cemetery Maintenance	96,005					96,005
	Milling, Microsurfacing & Paving	462,635	597,490			462,635	0
Parks/Rec - Pool	Main & Auxiliary Lot Paving	30,000	30,000	30,000			0
Public Works - Parks Maint	Valley Meadows Drainage Improvement Project	8,000					8,000
	Valley Meadows Parking Lot Paving	22,964		22,964			0
	Thornwald Parking Lot	15,990				15,990	0
	Letort Park Upgrades	42,000				42,000	0
	Letort Park Water/Sewer System Improvements	16,000		16,000			0
	West End Trail	648,000			648,000		0
	Sheaffer Cabin Renovations	25,000		25,000			0
	Hope Station Renovations	38,000			38,000		0
	Replace Truck #80	38,000					38,000
	Crew Cab	4,700	858,654				4,700
		2,098,555	**2,098,555**	**617,280**	**686,000**	**603,173**	**192,103**

WATER FUND		Capital		Bond Proceeds	Grants	Designated Revenues	Other/Cash Reserves
Water Distribution System	Replace Fuel Pumps	5,500		5,500			0
	3/4 Ton Pickup w/ Plow	12,675					12,675
	3/4 Ton Pickup w/ Plow	12,675	30,850				12,675
Water Treatment Plant	Headrace Evaluation	10,000		10,000			0
	Pumphouse Evaluatio n	20,000		20,000			0
	Paving at Bolted Tank Site	25,000					25,000
	Backwash Valve Repl acements (8)	41,650		41,650			0
	Filter Valve Actuators	50,000		50,000			0
	Water Plant Roof & C himney	250,000		250,000			0
	West End Tank Boost er Sation	355,000	751,650	355,000			0
Water - Finance	Boro Hall Generator	16,667	16,667	16,667			0
		799,167	**799,167**	**748,817**	**0**	**0**	**50,350**

SEWER FUND		Capital		Bond Proceeds	Grants	Designated Revenues	Other/Cash Reserves
Sewer Collection System	Replace Fuel Pumps	5,500		5,500			0
	Inflow & Infiltration (I & I) Study	250,000		250,000			0
	3/4 Ton Pickup w/ Plow	12,675					12,675
	3/4 Ton Pickup w/ Plow	12,675	280,850				12,675
Sewer - Biosolids	Research/Consult for Class A Upgrade	25,000	25,000				25,000
Sewer - Finance	Boro Hall Generator	16,667	16,667	16,667			0
		322,517	**322,517**	**272,167**	**0**	**0**	**50,350**

PARKING FUND		Capital		Bond Proceeds	Grants	Designated Revenues	Other/Cash Reserves
Parking Operations	Parking Meter Replacement	8,000					8,000
	Parking Ticketing Software	30,000					30,000
	Paint Garage	35,000					35,000
	Elevator Door Opener	15,000	88,000				15,000
		88,000	**88,000**	**0**	**0**	**0**	**88,000**

2014-2018 Capital Improvement Plan

PARKS AND RECREATION

Category	Total	YR 2014	YR 2015	YR 2016	YR 2017	YR 2018	Notes	Funding Source
1 Ton Truck	$50,000	$0	$0	$0	$50,000	$0		General Fund
3/4 Ton Truck	$35,000	$35,000	$0	$0	$0	$0		General Fund
SUBTOTAL	$85,000	$35,000	$0	$0	$50,000	$0		

POLICE

Category	Total	YR 2014	YR 2015	YR 2016	YR 2017	YR 2018	Notes	Funding Source
New Vehicles - Replace Two Per Year	$332,000	$64,000	$66,000	$66,000	$68,000	$68,000	14 vehicle fleet - 7 yr. life per car	General Fund
SUBTOTAL	$332,000	$64,000	$66,000	$66,000	$68,000	$68,000		

PUBLIC WORKS

Category	Total	YR 2014	YR 2015	YR 2016	YR 2017	YR 2018	Notes	Funding Source
1 Ton Dump Truck	$65,000	$0	$0	$0	$65,000	$0	Can Use Debt Proceeds	W/S/G
1 Ton Dump Truck	$60,000	$0	$60,000	$0	$0	$0	Can Use Debt Proceeds	W/S/G
1 Ton Dump Truck	$70,000	$0	$0	$0	$0	$70,000	Can Use Debt Proceeds	W/S/G
3/4 Ton Pickup	$43,000	$0	-	$0	$43,000	$0		W/S/G
3/4 Ton Pickup	$40,000	$0	$40,000	$0	$0	$0		W/S/G
Sewer Flushing Truck	$350,000	$0	$350,000	$0	$0	$0	Can Use Debt Proceeds	Sewer
1 Ton Pickup Truck	$40,000	$40,000	$0	$0	$0	$0		W/S/G
3/4 Ton Pickup Truck	$40,000	$40,000	$0	$0	$0	$0		W/S/G
Sign Fabrication Machine	$7,000	$7,000	$0	$0	$0	$0		General Fund
Loader	$91,000	$0	$0	$91,000	$0	$0	Can Use Debt Proceeds	W/S/G
Street Sweeper	$230,000	$0	$0	$0	$230,000	$0		Liquid Fuels
Paver	$140,000	$0	$0	$0	$0	$140,000		Liquid Fuels
Bucket Truck	$108,000	$0	$0	$0	$0	$108,000	Can Use Debt Proceeds	General Fund
SUBTOTAL	$1,284,000	$87,000	$450,000	$91,000	$338,000	$318,000		

WATER TREATMENT PLANT

Category	Total	YR 2014	YR 2015	YR 2016	YR 2017	YR 2018	Notes	Funding Source
3/4 Ton Pickup Truck	$33,000	$0	$0	$33,000	$0	$0		Water Fund
Zero Turn Mower	$9,000	$0	$9,000		$0	$0		Water Fund
SUBTOTAL	$42,000	$0	$9,000	$33,000	$0	$0		

SEWER TREATMENT PLANT

Category	Total	YR 2014	YR 2015	YR 2016	YR 2017	YR 2018	Notes	Funding Source
1 Ton Pickup Truck	$60,000	$0	$60,000	$0	$0	$0		Sewer Fund
SUBTOTAL	$60,000	$0	$60,000	$0	$0	$0		

LABORATORY

Category	Total	YR 2014	YR 2015	YR 2016	YR 2017	YR 2018	Notes	Funding Source
1/2 Ton Pickup	$32,000	$0	$32,000	$0	$0	$0		Sewer Fund
Daimler Sprinter Van	$42,000	$0	$0	$0	$0	$42,000		Sewer Fund
Labconco Flask Scrubber	$9,000	$0	$0	$0	$0	$9,000		Sewer Fund
Gerhardt Vapodest 40 Distillation System	$9,900	$0	$0	$0	$0	$9,900		Sewer Fund
Gerhardt Kjeldatherm 20 Place Block Digester	$9,900	$0	$0	$0	$0	$9,900		Sewer Fund
Labconco WaterPRo Water Polishing Sampler	$6,800	$0	$6,800	$0	$0	$0		Sewer Fund
SUBTOTAL	$109,600	$0	$38,800	$0	$0	$70,800		Sewer Fund

BIO SOLIDS

Category	Total	YR 2014	YR 2015	YR 2016	YR 2017	YR 2018	Notes	Funding Source
Backhoe	$135,000	$0	$0	$0	$0	$135,000		Sewer Fund
15 Ton Dump Truck	$200,000	$0	$0	$0	$0	$200,000	Can Use Debt Proceeds	Sewer Fund
Tractor Truck	$140,000	$0	$0	$140,000	$0	$0		Sewer Fund
Tractor Truck	$140,000	$0	$0	$0	$140,000	$0	Can Use Debt Proceeds	Sewer Fund
SUBTOTAL	$615,000	$0	$0	$140,000	$140,000	$335,000		

FIRE

Category	Total	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Notes	Funding Source
Engine 141	$600,000	$0	$600,000	$0	$0	$0	Can Use Debt Proceeds	GF/Fire Tax
SUBTOTAL	$600,000	$0	$600,000	$0	$0	$0		

INFORMATION TECHNOLOGY

Category	Total	YR 2014	YR 2015	YR 2016	YR 2017	YR 2018	Notes	Funding Source
Microsoft Office for 90 Users	$30,500	$30,500	$0	$0	$0	$0		General Fund
LaserFiche Server	$14,000	$14,000		$0	$0	$0		General Fund
SpringBrook Server	$14,500	$0	$14,500	$0	$0	$0		General Fund
Ironsky Server	$25,000	$0	$0	$0	$25,000	$0		General Fund
CPD File Server	$19,000	$0	$0	$0	$0	$19,000		General Fund
SUBTOTAL	$103,000	$44,500	$14,500	$0	$25,000	$19,000		

The Borough of Carlisle issues debt to finance significant capital projects that have a useful life of at least the term of the debt issued. Typically the Borough will evaluate the capital plan to determine projects to be included in the borrowing. Debt is usually issued to include projects of all Borough funds and contains an irrevocable pledge of the Borough's full faith, credit and taxing power for the payment of principal and of interest on the debt. All taxable real property in the Borough is subject to *ad valorem* taxation without limitation as to rate or amount to pay debt service.

The Borough's bonds were rated Aa2 in 2011, the last time they were evaluated by Moody's Investors Service. Aa2 is recognized as a very strong classification.

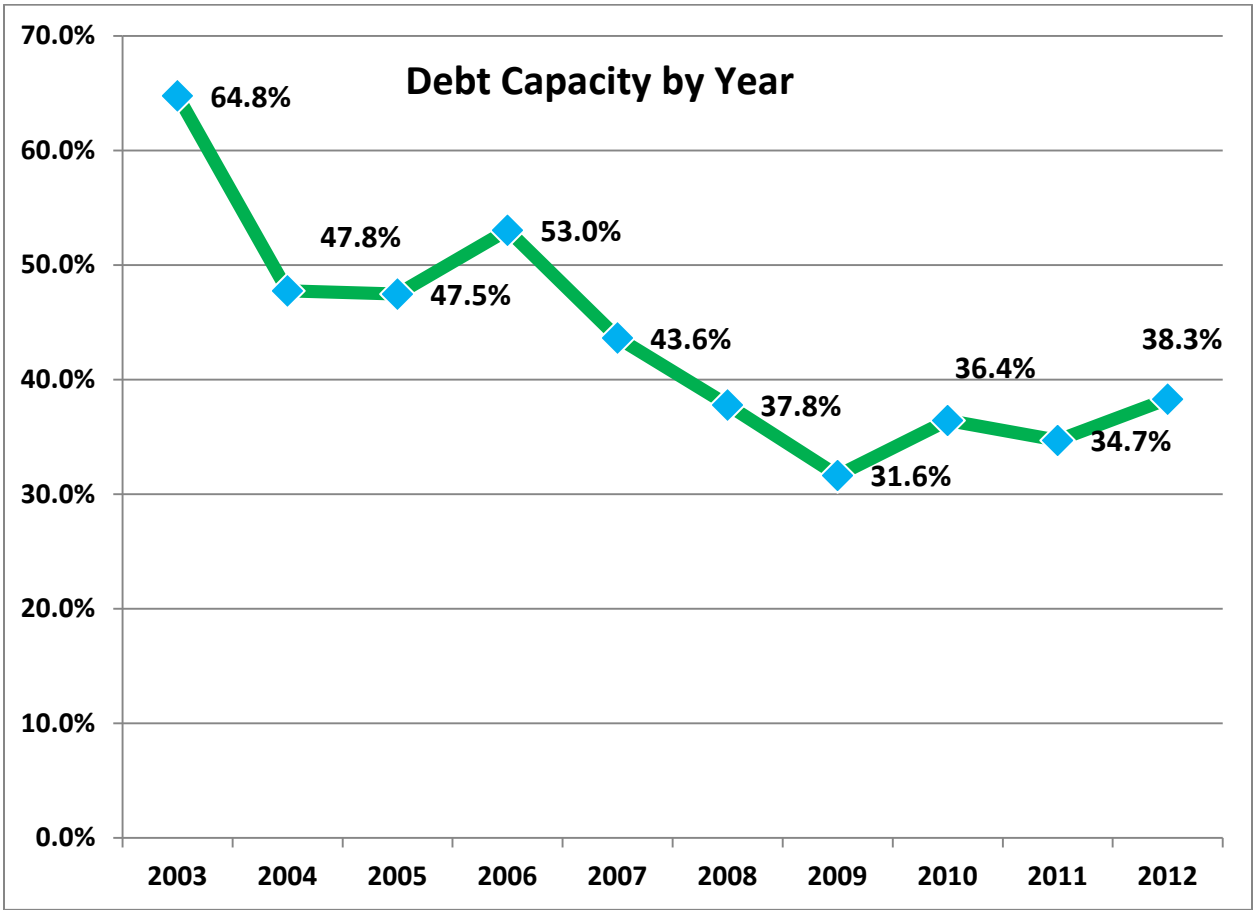
Under the laws of the Commonwealth of Pennsylvania as presently enacted and construed, the Borough's debt is exempt from personal property taxes in the Commonwealth, and interest on the debt is exempt from Pennsylvania Corporate Net Income Tax and from personal income taxation by the Commonwealth or by any of its political subdivisions.

All debt issued by the Borough must comply with provisions of the Pennsylvania Local Government Unit Debt Act 53 Pa. C.S. § 8001 *et. seq.,* as amended and supplemented. Included in this act are limitations on incurring debt for local governmental units. These units are prohibited from incurring any new nonelectoral debt if the aggregate net principal amount of the new nonelectoral debt, together with all other net nonelectoral debt outstanding, would cause the total nonelectoral debt of the local government unit to exceed 250% of its borrowing base. The borrowing base is the arithmetic average of total revenues received for the three preceding fiscal years. Below is the debt limit calculation for 2012 (the last year calculated for the Comprehensive Annual Financial Report):

Legal Debt Margin Calculation for Fiscal Year 2012

Borrowing Base Revenues:			
	2010	$	24,677,437
	2011		22,205,981
	2012	+	22,474,294
		÷ $	69,357,712
Average Borrowing Base Revenues		$	23,119,237
Debt Limit Percentage		x	250.0%
Debt Limit		$	57,798,093
Less: Total Amount of Debt Applicable to Debt Limit		-	21,842,869
Legal Debt Margin		**$**	**35,955,224**

Debt capacity is the total amount of debt applicable to the legal debt limit as a percentage of the legal debt limit as defined above. In other words, debt capacity illustrates the amount of debt outstanding a Pennsylvania municipality has in relation to the legal limit allowed by Pennsylvania law. The Borough's debt capacity has improved dramatically, primarily due to refinancing of debt at lower interest rates and paying off expiring debt, since 2003 as illustrated in the graph below:



The principal balance outstanding by fund for each debt issuance as of December 31, 2013 is included in the table below.

Debt Issue	Total	General	Water	Sewer	Parking
2011	$ 9,444,593	832,049	1,992,356	6,507,472	112,716
2012	5,900,000	2,286,855	2,252,377	993,389	367,379
2013	8,250,000	3,168,000	2,301,750	2,046,000	734,250
Total	$ 23,594,593	6,286,904	6,546,483	9,546,861	1,214,345

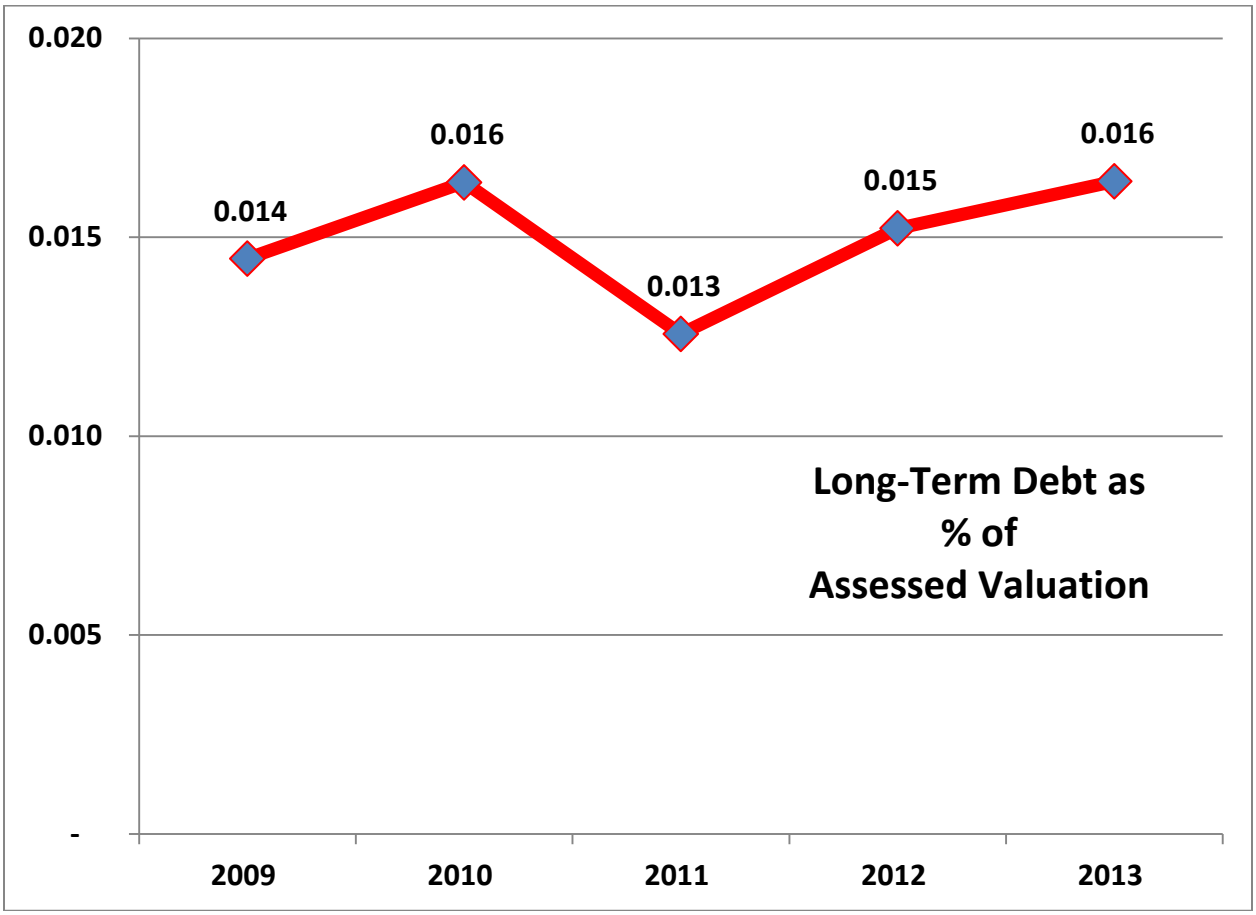
Below is a description of the current debt outstanding as of December 31, 2013:

- **General Obligation Bonds Series of 2011** – In June 2011, the Borough issued General Obligation Bonds in the principal amount of $9,665,000 to refinance the General Obligation Bonds, Series of 2006 and the General Obligation Note, Series of 2008. Annual principal installments varying from $5,000 to $1,185,000 are due beginning February 15, 2012 through August 15, 2026. The interest rate range is between 3% and 4%. Refinancing the prior debt issuance will save the Borough approximately $791,000 over the course of the loan.

- **General Obligation Note Series of 2012** – In November 2012, the Borough authorized a General Obligation Note with F & M Trust in the principal amount of $5,900,000 to finance several projects in the Borough's capital program. Annual installments varying from $280,000 to $1,220,000 are due beginning December 12, 2014 through December 12, 2025. The interest rate is fixed for 10 years at 2.31%, then converts to a variable interest rate with a floor of 1.98% and a cap of 2.64% to maturity.

- **General Obligation Note Series of 2013** – In October 2013, the Borough authorized a General Obligation Note with Orrstown Bank in the principal amount of $8,250,000 to refinance the General Obligation Note, Series of 2010. Annual principal payments varying from $445,000 to $1,235,000 are due beginning October 1, 2014 through October 1. 2023. The interest rate range is between 2.5% and 4.7%. Refinancing the prior debt issuance will save the Borough approximately $515,000 over the course of the loan.

The long-term debt as a percentage of assessed valuation of the Borough's real estate property is a ratio used by local governments to evaluate debt levels. In recent years the Borough's percentage has been increasing primarily due to significant capital expenditures needed at the Borough's water and wastewater treatment plants. This ratio is illustrated in the graph below:



Debt Service Requirements					
1 Fiscal Year Ended	2 G.O. Note Series of 2010 (1)	3 G.O. Bonds Series of 2011 (2)	4 G.O. Note Series of 2012 (3)	5 G.O. Notes Series of 2013 (4)	6 Total Debt Service
12/31/2013	1,155,205	543,350	67,920		1,766,475
12/31/2014		1,081,900	428,183	852,760	2,362,843
12/31/2015		1,091,500	411,391	869,500	2,372,391
12/31/2016		1,089,500	410,175	872,500	2,372,175
12/31/2017		1,231,300	413,158	735,000	2,379,458
12/31/2018		1,226,150	421,249	745,500	2,392,899
12/31/2019		1,350,250	468,989	570,375	2,389,614
12/31/2020		764,700	535,701	1,089,250	2,389,651
12/31/2021		535,650	605,135	1,333,965	2,474,750
12/31/2022		542,369	557,956	1,309,210	2,409,535
12/31/2023		537,906	555,396	1,293,045	2,386,348
12/31/2024		667,550	1,277,572		1,945,122
12/31/2025		671,550	949,759		1,621,309
12/31/2026		674,050			674,050
12/31/2027					
12/31/2028					
12/31/2029					
12/31/2030					
12/31/2031					
TOTAL	1,155,205	12,007,725	7,102,584	9,671,105	29,936,620

(1) Rate is fixed at 3.45 through 10/1/2023, assume rate reset at cap of 5.50

(2) Fixed Rate Bonds

(3) Rate is fixed at 2.31 through 12/12/2022, assume rate reset at cap of 2.64

(4) Rate is fixed at 2.50 through 10/1/2020, assume rate reset at cap of 4.70

* Outstanding as of September 26, 2013

Public Financial Management, Inc. 10/3/2013

Debt Service Requirements					
1 Fiscal Year Ended	2 G.O. Bonds Series of 2010	3 G.O. Bonds Series of 2011	4 G.O. Note Series of 2012	5 G.O. Note Series of 2013	6 Total Debt Service
12/31/2013	443,599	47,866	26,326		517,791
12/31/2014		95,309	165,965	327,460	588,734
12/31/2015		96,155	159,456	333,888	589,499
12/31/2016		95,978	158,985	335,040	590,003
12/31/2017		108,470	160,141	282,240	550,851
12/31/2018		108,016	163,277	286,272	557,566
12/31/2019		118,949	181,781	219,024	519,754
12/31/2020		67,365	207,639	418,272	693,277
12/31/2021		47,188	234,552	512,243	793,982
12/31/2022		47,779	216,265	502,737	766,781
12/31/2023		47,386	215,273	496,529	759,189
12/31/2024		58,807	495,190		553,997
12/31/2025		59,160	368,129		427,288
12/31/2026		59,380			59,380
12/31/2027					
12/31/2028					
12/31/2029					
12/31/2030					
12/31/2031					
TOTAL	443,599	1,057,809	2,752,978	3,713,704	7,968,090

Public Financial Management, Inc. 10/3/2013

Debt Service Requirements					
1 Fiscal Year Ended	2 G.O. Bonds Series of 2010	3 G.O. Bonds Series of 2011	4 G.O. Note Series of 2012	5 G.O. Note Series of 2013	6 Total Debt Service
12/31/2013	322,302	114,616	25,929		462,847
12/31/2014		228,219	163,463	237,920	629,602
12/31/2015		230,244	157,052	242,591	629,887
12/31/2016		229,822	156,588	243,428	629,838
12/31/2017		259,734	157,727	205,065	622,526
12/31/2018		258,648	160,816	207,995	627,458
12/31/2019		284,826	179,041	159,135	623,001
12/31/2020		161,308	204,509	303,901	669,718
12/31/2021		112,992	231,016	372,176	716,183
12/31/2022		114,409	213,005	365,270	692,683
12/31/2023		113,468	212,027	360,760	686,255
12/31/2024		140,815	487,724		628,539
12/31/2025		141,659	362,579		504,238
12/31/2026		142,186			142,186
12/31/2027					
12/31/2028					
12/31/2029					
12/31/2030					
12/31/2031					
TOTAL	322,302	2,532,946	2,711,475	2,698,238	8,264,961

(1) Variable Rate Bond Pool Loan (Assumes an interest rate of 4.25%)

Public Financial Management, Inc. 10/3/2013

Debt Service Requirements					
1 Fiscal Year Ended	2 G.O. Bonds Series of 2010	3 G.O. Bonds Series of 2011	4 G.O. Note Series of 2012	5 G.O. Note Series of 2013	6 Total Debt Service
12/31/2013	286,491	374,360	11,436		672,287
12/31/2014		745,414	72,094	211,485	1,028,992
12/31/2015		752,028	69,266	215,636	1,036,930
12/31/2016		750,650	69,062	216,380	1,036,092
12/31/2017		848,348	69,564	182,280	1,100,192
12/31/2018		844,800	70,926	184,884	1,100,610
12/31/2019		930,303	78,964	141,453	1,150,720
12/31/2020		526,868	90,197	270,134	887,198
12/31/2021		369,055	101,887	330,823	801,766
12/31/2022		373,684	93,944	324,684	792,312
12/31/2023		370,610	93,513	320,675	784,798
12/31/2024		459,933	215,106		675,039
12/31/2025		462,688	159,912		622,600
12/31/2026		464,411			464,411
12/31/2027					
12/31/2028					
12/31/2029					
12/31/2030					
12/31/2031					
TOTAL	286,491	8,273,153	1,195,870	2,398,434	12,153,948

Public Financial Management, Inc. 10/3/2013

Debt Service Requirements					
1 Fiscal Year Ended	2 G.O. Bonds Series of 2010	3 G.O. Bonds Series of 2011	4 G.O. Note Series of 2012	5 G.O. Note Series of 2013	6 Total Debt Service
12/31/2013	102,813	6,484	4,229		113,527
12/31/2014		12,911	26,662	75,896	115,469
12/31/2015		13,026	25,616	77,386	116,028
12/31/2016		13,002	25,541	77,653	116,195
12/31/2017		14,694	25,726	65,415	105,836
12/31/2018		14,633	26,230	66,350	107,213
12/31/2019		16,114	29,203	50,763	96,080
12/31/2020		9,126	33,357	96,943	139,426
12/31/2021		6,392	37,680	118,723	162,796
12/31/2022		6,473	34,743	116,520	157,735
12/31/2023		6,419	34,583	115,081	156,084
12/31/2024		7,967	79,551		87,518
12/31/2025		8,014	59,139		67,154
12/31/2026		8,044			8,044
12/31/2027					
12/31/2028					
12/31/2029					
12/31/2030					
12/31/2031					
TOTAL	102,813	143,300	442,261	860,728	1,549,103

Public Financial Management, Inc. 10/3/2013

General Fund

Real Estate Taxes

Real Estate Taxes are the primary source of revenue for the Borough of Carlisle's General Fund. The basic formula to determine a municipality's real estate taxes is calculated as outlined below:

	Property Valuation of real property in Borough of Carlisle
X	Assessment Ratio
	Assessed Value
X	Mill Rate
	Real Estate Tax Collectable
X	Collection Factor
	Real Estate Tax Budget

Each class of county is subject to a special assessment law. In each county, a board is established to supervise, equalize and revise assessments, and to hear appeals. As a third class county, Cumberland County's supervisory body is the Board of Assessment Appeals, composed of three members appointed by the county commissioners to serve for terms of four years each.

Property Valuation

In arriving at a proper valuation of real estate for tax purposes, there is a two-step procedure involved:

1. The fair market value of the property must be established.
2. The established predetermined ratio must then be applied to determine fair assessed value.

For the purposes of real estate taxation, assessment consists of placing a valuation on real property and then applying an assessment ratio. The assessment laws call for the valuing of properties at full or market value, at the rates and prices for which the properties would separately sell in a bona fide transaction. To establish actual value the county may use current year market values or it may adopt a base year for market values. The base year can be the year of the most recent countywide reappraisal or it can be another designated prior year. All real property values must be equalized in terms of base year values if current year market values are not used. In arriving at actual value, the county may use all three accepted assessment methods.

These are:

- Cost (reproduction or replacement, as applicable less depreciation and all forms of obsolescence)
- Comparable Sales
- Income

Assessment Ratio

Once the property is valued the county applies its established predetermined ratio to calculate the assessment. The established predetermined ratio is the ratio of assessed to actual value set by the board of county commissioners. Cumberland County's ratio is 100 percent. The county may change the predetermined ratio without reevaluating all the properties, retaining the same base year for market values. Such a change constitutes a countywide revision of assessments requiring a notice to all property owners.

Assessment laws provide for the establishment of a predetermined ratio of assessed to market value not to exceed 100 percent for first through eighth class counties. All properties within the taxing district must be uniformly assessed at a similar ratio in order to satisfy the requirements of Article VIII, Section I of the Pennsylvania Constitution that provides that all taxes must be uniform on the same class of subjects within the territorial limits of the authority levying the tax. The controlling principle in matters of valuation is that no one taxpayer should pay any more or less than their proportionate share of the cost of government. Equalization may require periodic reappraisals of all parcels within the county, initiated at the discretion of the county commissioners.

When the county assessment board receives the assessment roll, revisions may be made for the sake of equalizing valuations from property to property or from local unit to local unit. The county then prepares a master duplicate of all real estate assessments in the county by district, showing the name of the property owner, address, property location and assessed valuation. The assessment rolls are open to public inspection.

Counties are required by the major assessment laws to furnish assessment rolls to local taxing districts for purposes of taxing real estate and occupations. Final delivery date of this information is November 15 of the previous year. Each taxing authority prepares its own duplicate, calculating the amount of tax due on each property and person on the basis of assessed valuations of real estate and occupations determined by the proper assessing authority.

Mill Rate

Pursuant to Pennsylvania Borough Code, Borough Council has the power, by ordinance, to levy and collect annually, a tax, not exceeding thirty mills (.03) for general borough purposes, unless the council by majority action shall, upon due cause shown by resolution, petition the court of common pleas, in which case the court may order a rate of not more than five mills (.005)

additional to be levied and in addition to any of the following taxes (*currently the Borough only levies the fire tax from the list below)*:

The proceeds of all taxes for which additional millage is authorized shall be kept in a separate fund and used only for the purposes hereby provided, until the tax shall be abolished by vote of the electors in a subsequent referendum.

- **Debt Service** – annual tax sufficient to pay interest and principal on any indebtedness incurred pursuant to 53 Pa.C.S. Pt. VII Subpt. B (relating to indebtedness and borrowing) or any prior or subsequent act governing the incurrence of indebtedness of the borough

- **Pension** – provide for pensions, retirement or the purchase of annuity contracts for borough employees, not exceeding one-half mill (.0005)

- **Shade Trees** – defray cost and expenses of caring for shade trees, not exceeding 1/10th mill (.0001)

- **Street Lighting** – for lighting and illuminating the streets, highways and other public places, not exceeding eight mills (.008)

- **Utilities** – for gas, water, & electric light, not exceeding eight mills (.008), such additional millage permitted only following a favorable referendum on the matter held in accordance with the election laws of Pennsylvania

- **Fire** – for the purchase of fire engines, fire apparatus and fire hose for the use of the borough, or for assisting any fire company in the borough in the purchase, renewal or repair of any of its engines, fire apparatus or fire hose, for the purposes of making appropriations to fire companies both within and without the borough and of contracting with adjacent municipalities or volunteer fire companies therein for fire protection, for the training of fire personnel and payments to fire training schools and centers or for the purchase of land upon which to erect a fire house, or for the erection and maintenance of a fire house or fire training school and center of fire houses, not exceeding three mills (.003)

    - The borough may appropriate up to one-half (.0005), but not to exceed one mill (.001), of the revenue generated from a tax under this clause for the purpose of paying salaries, benefits or other compensation of fire suppression employees of the borough or a fire company serving the borough.
    - If an annual tax for the purposes specified in this clause is proposed to be set at a level higher than three mills (.003), the question shall be submitted to the voters of the borough, and the county board of elections shall frame the question in accordance with the election laws of Pennsylvania for submission to the voters of the borough.

- **Fire Facilities –** for building a fire house, fire training school and center, lockup or municipal building, not exceeding two mills (.002), such additional millage permitted only following a favorable referendum on the matter held in accordance with the election laws of Pennsylvania.

- **Library** – establish and maintain local library or to maintain or aid in the maintenance of a local library established by deed, gift or testamentary provision, for the use of the residents of the borough, in accordance with the act of June 14, 1961 (P.L.324, No. 188) known as The Library Code.

- **Emergency Services** – for the purposes of supporting ambulance, rescue and other emergency services serving the borough, not to exceed one-half mill (.0005), except where otherwise noted. The borough may appropriate up to one-half of the revenue generated from a tax under this clause for the purpose of paying salaries, benefits or other compensation of employees in the ambulance, rescue or other emergency service.

    - The mill rate shall not exceed the rate specified (.0005) when the question is submitted to the voters of the borough in the form of a referendum which will appear on the ballot in accordance with the election laws of Pennsylvania, in which case the rate shall not exceed two mills (.002). The county board of elections shall frame the question to be submitted to the voters of the borough in accordance with the election laws of Pennsylvania.

Taxes shall be levied on the dollar on the valuation assessed for county purposes provided by law. All real property, offices, professions and persons, made taxable by the laws of Pennsylvania for county rates and levies, may, in the discretion of council, be taxed after the same manner for such purposes. No action on the part of the borough authorities fixing the tax rate for any year at a mill rate need to include a statement expressing the rate of taxation in dollars and cents on each one-hundred dollars ($100) of assessed valuation of taxable property.

A borough may in any year levy separate and different rates of taxation for municipal purposes on all real estate classified as nonfarmland, exclusive of the buildings thereon, and on all real estate classified as either buildings on land or farmland. When these real estate taxes are levied:

- The rates shall be determined by the requirements of the borough budget.
- A higher rate may be levied on real estate classified as nonfarmland than on real estate classified as either buildings on land or farmland if the respective rates on nonfarmland and on buildings or farmland are so fixed as not to constitute a greater levy in the aggregate than the levy to result from the maximum rate allowed by law on all real estate.
- The rates shall be uniform as to all real estate within the classification.

If a court has been shown that a Pennsylvania borough refused or neglected to levy a sufficient tax to pay the debts due by the borough, the court may, after ascertaining the amount of such indebtedness of the borough, direct a writ of mandamus to the proper officers of such borough to collect by special taxation an amount sufficient to pay the same in one or more annual installments as may be adjudged reasonable by said court, during such years as may be required for the payment of the same.

Any Pennsylvania borough is empowered by the Pennsylvania Borough Code, within its general power to levy taxes, to collect annually a tax upon all property taxable for borough purposes not to exceed five mills (.005) on the dollar in any one year, for the purpose of creating and maintaining a special fund, to be used by the borough in making permanent street improvements, and pay by contract prices for paving and other permanent street improvements, prior to the collection of the cost and expense or any part thereof from the property owners adjoining or abutting thereon by the borough under existing laws.

Unlike income and sales taxes, the real estate tax base does not grow unless real estate is reassessed by the County or unless there is significant development, which does not usually occur in older communities such as Carlisle. Therefore, as expenses for vital services increase or other revenues decrease, there is no way to increase revenues without increasing the real estate tax rate. Because raising the real estate tax rate is the only available option to significantly raising revenues, increases to the rate are disproportionate in relation to increases in expenditures.

The dramatic impact that real estate taxes have in relation to increases in operating expenditures can be illustrated by the following example.

- Assume General Fund expenditures are approximately $10,000,000 per year and the real estate taxes are approximately $4,600,000 per year. If General Fund expenditures increase by 3% (or $300,000) and all other revenue sources stagnate, then real estate taxes must be increased by 7% in order to fund the 3% increase in expenses.

While a 7% tax increase may seem excessive for a single year, this would be the only alternative to increase revenues in order to fund a reasonable increase of 3% in expenses when other revenues remain idle or decline.

The Borough of Carlisle assesses a general real estate tax and a fire tax. Each tax has a separate mill rate, pursuant to Pennsylvania Borough Code, that is levied on the assessed value of the Borough's real property.

Carlisle Borough's mill rate for the general real estate tax is 3.058 mills (.003058). The maximum mill rate allowed by the Pennsylvania Borough Code for the general real estate tax is 30 mills (.03).

Carlisle Borough's mill rate for the fire tax is .217 mills (.000217) for the fire tax. The maximum mill rate allowed by the Pennsylvania Borough Code for the fire tax is 3 mills (.003).
A taxpayer that owns a property assessed at $150,000 would pay approximately $490 in total real estate taxes per year.

Collection Factor

For purposes of calculating the appropriate amount of real estate tax to include in the budget, the Borough assumes a collection factor of 96%. The collection factor is determined based on historical information.

Summary

Cumberland County releases certified assessments in the November prior to the tax year. The 2013 assessed value as determined by Cumberland County is $1,439,963,375.

The Borough's real estate tax calculation for the 2014 budget is as follows:

$1,439,963,375 – Property Valuation
X 100% – Assessment Ratio

$1,439,963,375 – Assessed Value
X 3.275 – Total Mill Rate (.003275); General mill rate - .003058,
Fire Tax mill rate - .000217

$4,715,880 – Collectable Real Estate Taxes
X 96% – Collection Factor

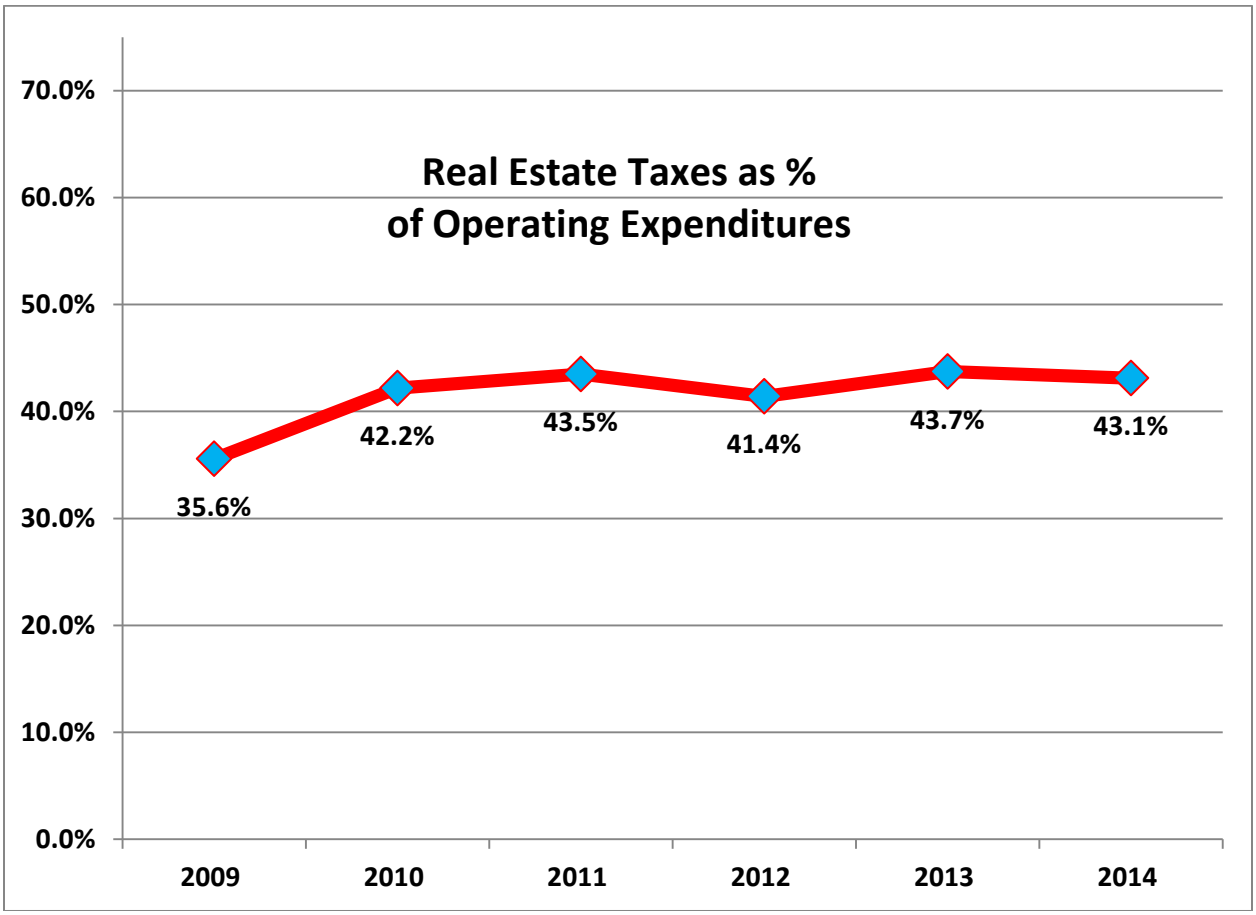
$4,505,000 – Current Year Real Estate Taxes Budget
+ $95,000 – Delinquent Real Estate Taxes Budget

$4,600,000 – Total Real Estate Taxes Budget

Revenues received for the general real estate tax are approximately $4,300,000 annually and are used for all activities contained in the General Fund including, but not limited to, Administration, Legal, Public Safety, Public Works, and Parks and Recreation. Delinquent tax collections of approximately $95,000 are included in the $4,300,000.

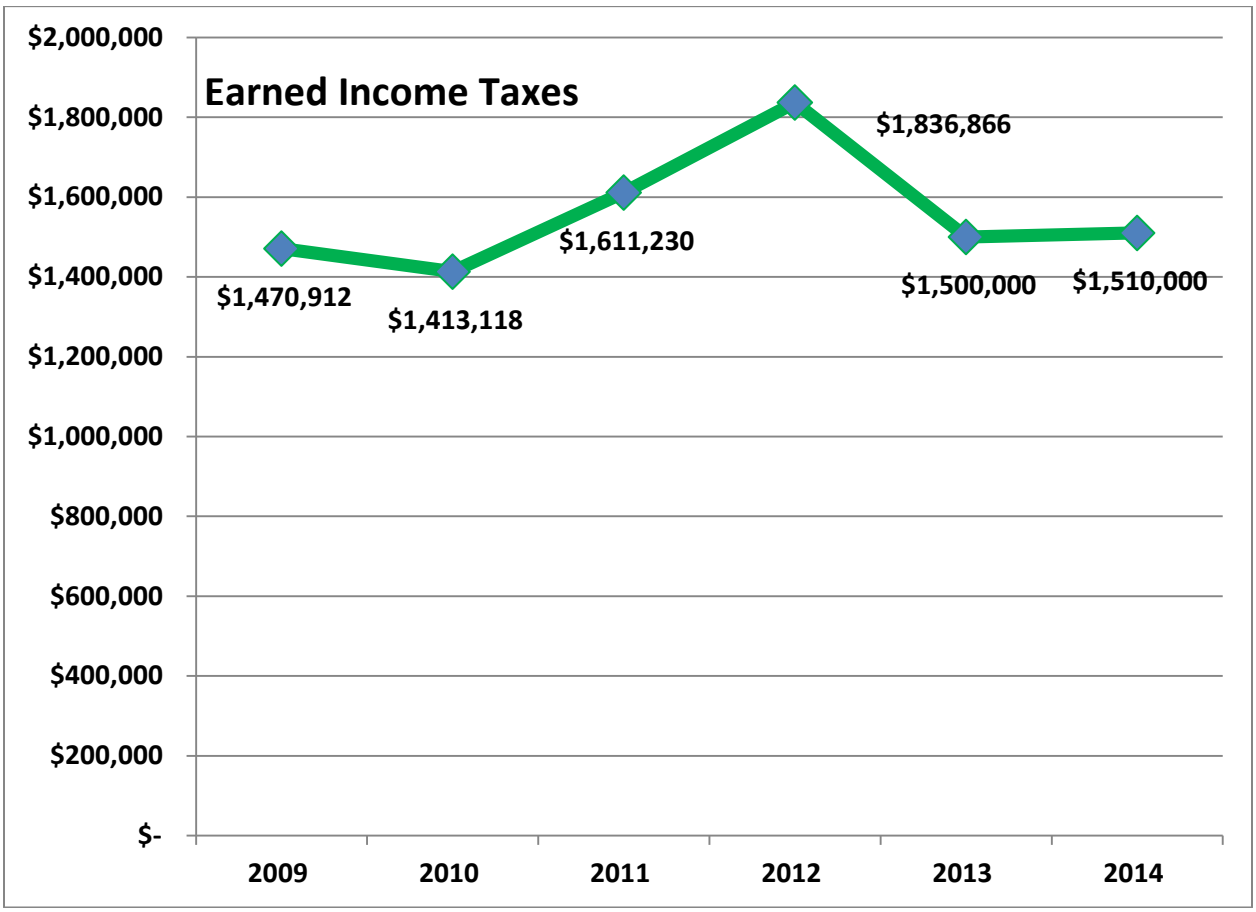
Amounts received for the fire tax are approximately $300,000 annually and are used to partially fund the Borough's two volunteer fire companies, Union Fire Company and Carlisle Fire and Rescue.

The combination of the general real estate tax ($4,300,000) and fire tax ($300,000) generates approximately $4,600,000 of revenue in the General Fund annually. Approximately 44% of the Borough's annual operating expenditures are funded by real estate taxes as illustrated in the chart below:



Earned Income Taxes

Earned income taxes are a significant source of revenue for the Borough of Carlisle's General Fund. The Borough of Carlisle receives approximately $1,500,000 annually in taxes on .5% (.005) of residents' earned income. One percent (.01) of tax is assessed on nonresident's earned income. Approximately 15% of the Borough's annual operating expenditures are paid for with earned income taxes. Budget estimates are calculated using historical information. Below is a summary of the earned income taxes received by year:



As illustrated above earned income taxes increased in 2011 and 2012. However, the Borough has not increased its revenue assumption to those same levels for 2014. Based on extensive analysis of historical information, discussions with the Tax Collector for the earned income tax, Cumberland County Tax Bureau, and on advice of the Borough's auditors, the decision was made to not budget based on the most recent years. The 2014 budget has been increased by approximately $10,000 from the 2013 projection. This is based on the factors described previously. Staff will continue to monitor collections and evaluate any future adjustments to this revenue estimate.

The Local Tax Enabling Act, Act 511 of 1965, authorizes municipalities and school districts to levy local earned income taxes. The tax is levied on the wages, salaries, commissions, net profits or other compensation of persons subject to the jurisdiction of the taxing body. Municipalities and school districts levying earned income taxes may exempt persons whose income from all sources is less than $5,000 per year from the earned income tax. The exemption must be adopted as part of an amendment to the tax-levying ordinance or resolution. Local taxing bodies have the authority to adopt regulations for processing exemption claims.

In general, all other jurisdictions adopting income taxes under the Local Tax Enabling Act are limited to one percent (.01). Where both municipality and school district levy the tax, the one percent limit must be shared on a 50/50 basis, unless otherwise agreed to by the taxing bodies.

On July 2, 2008 Governor Ed Rendell signed into law Act 32, which drastically altered the collection of local earned income taxes. Act 32 established state-wide uniformity in tax rules, procedures, and forms. It required that there can only be one earned income tax collector per county. Prior to Act 32 there were approximately 569 tax collectors in Pennsylvania; currently, there are only 69. Cumberland County Tax Bureau serves as the Borough's tax collector as well as for all other municipalities and school districts in Cumberland County.

In addition to reducing the number of tax collectors, Act 32 also improved accountability with the collection and distribution of income taxes using the provisions outlined below:

- Tax Officers must keep records of every dollar received and distributed and submit monthly reports accounting for each dollar
- Annual audit required to reconcile monthly reports and the receipt and disbursement of all tax monies, as well as, findings of noncompliance if applicable
- Bonding for the Tax Officer is required in compliance with established regulations
- Fines and penalties are provided in cases where the Tax Officer fails to comply
- Tax collection committees are required to appoint an appeals board to hear appeals of Tax Officer determinations
- Tax Officers will continue to use existing enforcement provisions and be provided with new tools to pursue claims against those that fail to comply
- Pennsylvania Department of Revenue is required to enter into an agreement with each tax collection district for the exchange of tax information on a yearly basis
- If the Tax Officer fails to comply with Acts 511 and 32, increased fines and penalties are provided for, including possible jail time.

Local Services Tax

The Borough of Carlisle receives approximately $600,000 per year from the Local Services Tax. This annual tax of $52 is assessed on any individual who is employed in a municipality. In other words, the Local Services Tax is determined by where you work and *NOT* where you live. The Local Services Tax provides direct funding to Pennsylvania municipalities for police, fire, and other municipal services. Cumberland County Tax Bureau collects the tax from employers and

then pays the Borough its appropriate amount. Budget estimates are calculated using historical information.

Internal Transfers

Certain departments in the Borough provide services to multiple Borough funds, but the expenses for these departments are paid out of the Borough's General Fund. So Borough rate payers and taxpayers are charged equitably for these services, the Borough allocates a portion of these departments' expenses to other funds. The other funds reimburse the General Fund for each fund's respective portion of the department's expense.

For example, expenses related to Borough Council are paid 100% out of the General Fund. However, Borough Council also spends time on the Borough's Water, Sewer, Parking, and Solid Waste Funds. In order to ensure that each fund pays its appropriate share, the Borough allocates the expenses related to Borough Council as noted below:

- General – 32.6%
- Water – 32.7%
- Sewer – 32.7%
- Parking – 1%
- Solid Waste – 1%

The departments that are included in the transfer calculation are listed below:

- Borough Council
- Manager's Office
- Finance Department
- Legal
- Personnel
- Information Technologies
- Borough Hall
- Engineering Administration

Expenses included in the calculation are:

- Wages
- Benefits – medical, dental, vision, supplemental insurances, pension
- Operating expenses

The annual amount received by the General Fund for these transfers is approximately $1,600,000.

Proceeds from Bond Issue

Periodically the Borough of Carlisle will evaluate its capital improvement plan to determine upcoming capital needs. In conjunction with this evaluation the Borough also considers how these projects will be funded. The "Proceeds from Bond Issue" line accounts for the capital projects paid for with debt proceeds included in the budget. The amount varies from year to year based on the capital projects planned for the Borough.

Grants

The Borough of Carlisle will receive grants periodically.

Federal Funding

The Borough of Carlisle qualifies for participation in the Community Development Block Grant (CDBG) program of the federal government. Approximately $300,000 in CDBG funds are received annually. CDBG funds provide financing to fight urban blight and decay through structural rehabilitation of area homes and businesses, economic development projects such as the Comfort Suites Hotel, as well as through community improvement projects.

State Funding

Funding provided by the Commonwealth of Pennsylvania includes:

- **Liquid Fuels / Highway Aid**
  - Approximately $350,000 received per year
  - Funds are allocated to Pennsylvania municipalities based on a formula that takes into account population and street mileage
  - The use of Liquid Fuels monies is strictly governed by Pennsylvania Act 665
  - Permitted uses include:
    - Maintenance, repair, construction, or reconstruction of public streets
    - Bridges, culverts, and drainage structures
    - Acquisition, maintenance, repair, and operation of street signs, traffic signs, traffic signal control systems, and street lighting
    - Acquisition of equipment to maintain streets, bridges, culverts, and drainage structures
  - Funds may be held in reserve based on calculations as determined by Pennsylvania
    - The Borough maintains a cash balance of approximately $930,000

- **Pension**
  - Approximately $550,000 received per year
  - The Municipal Pension Plan Funding Standard and Recovery Act (Act 205 of 1984) requires Pennsylvania municipalities that wish to participate in the General Municipal Pension System State Aid Program to certify certain information to the Department of the Auditor General each year. This information includes the total number and earnings of full-time police officers, paid firefighters, and non-uniformed employees who are members of a municipal pension plan.
  - Funds are allocated to Pennsylvania municipalities based on the number of personnel employed by the municipality. A unit value is established by Pennsylvania every year to determine funding amounts available.
    - Uniformed police officers receive twice as much unit value as a non-uniformed employee, primarily due to the higher cost of a uniformed employee's pension as compared to a non-uniform employee's pension.
  - Non-uniform calculation
    - 81 employees X $3,884.36 unit value = $314,633
  - Police calculation
    - 31 employees X $3,884.36 unit value X 2 units = $240,830

- **Fire Relief**
  - Approximately $115,000 received per year
  - Act 205 of 1984 requires municipalities that wish to receive a distribution of the Foreign Fire Insurance Tax to certify whether its fire protection service is provided solely by paid or by volunteer firefighters, or if provided by both, the percentage of actual fire protection service provided by each type of firefighter.

Water Fund

Metered Water Sales

The primary source of revenue in the Borough's Water Fund is metered sales. Approximately $3,100,000 is received annually from this revenue source. This revenue pays for approximately 92% of the Borough's Water Fund operating expenditures. Budget estimates are calculated using historical information.

The Borough's meter reader part-time employee reads each account's water meter quarterly. Rate payers are billed quarterly based on actual readings of water usage.

The current rate is $4.46 per 100 cubic feet. If rate payers use less than 1,000 cubic feet, they will pay $40.14 as the minimum charge. The rate per gallon is approximately $.006.

Proceeds from Bond Issue

Periodically the Borough of Carlisle will evaluate its capital improvement plan to determine upcoming capital needs. In conjunction with this evaluation the Borough also considers how these projects will be funded. The "Proceeds from Bond Issue" line accounts for the capital projects paid for with debt proceeds included in the budget. The amount varies from year to year based on the capital projects planned for the Borough.

Sewer Fund

Metered Sewer Sales

The primary source of revenue in the Borough's Sewer Fund is metered sales. Approximately $4,100,000 is received annually from this revenue source. This revenue pays for approximately 92% of the Borough's Sewer Fund operating expenditures. Budget estimates are calculated using historical information.

The Borough's sewer bill is based on water usage. Accounts are read quarterly by the Borough's meter reader part-time employee. Rate payers are billed quarterly based on actual readings of water usage.

The current rate is $5.46 per 100 cubic feet. If rate payers use less than 700 cubic feet, they will pay $32.76 as the minimum charge. The rate per gallon is approximately $.007.

Township Revenues

The Borough's wastewater treatment plant is a regional plant. The plant serves not only the Borough of Carlisle, but also the Borough's surrounding townships:

- Middlesex Township
- South Middleton Township
- North Middleton Township

An intermunicipal agreement is used to define the administration and operation of the plant for the Borough and townships.

Each municipality's capacity in the plant is noted below:

- Borough of Carlisle – 58.4%
- Middlesex Township – 22.8%
- South Middleton Township – 14.4%
- North Middleton Township – 4.4%

The capacity percentage is used to allocate capital expenditures related to the wastewater treatment plant, lab, and biosolids program. Each capital invoice is paid by the Borough of Carlisle and then billed to each township for their capacity share.

Wastewater treatment plant operational expenses are billed to the townships based on their actual amount of sewage flow treated by the plant. The Borough of Carlisle receives approximately $420,000 per year from the townships for their respective share of the wastewater treatment plant's operating expenses. Budget estimates are calculated using historical information.

Proceeds from Bond Issue

Periodically the Borough of Carlisle will evaluate its capital improvement plan to determine upcoming capital needs. In conjunction with this evaluation the Borough also considers how these projects will be funded. The "Proceeds from Bond Issue" line accounts for the capital projects paid for with debt proceeds included in the budget. The amount varies from year to year based on the capital projects planned for the Borough.

Solid Waste Fund

Bag Sales

The Borough of Carlisle receives approximately $630,000 annually from the sale of approximately 200,000 trash bags.

When residents purchase trash bags at a cost of $3.00 per bag, they are receiving a contracted trash service. The Borough will accept bids for the trash bags used for this program and for waste disposal. Currently, the Borough pays $0.32 per bag. The cost of the contracted waste disposal is $2.68 per bag.

For the convenience of the residents, the Borough has the following locations selling trash bags for $3 per bag:

- Borough of Carlisle Office
- Giant Food Stores
- Wal-Mart
- Weis Markets
- Nells Shurfine
- Karns Food #1
- CVS Stores
- Carlisle Food Mart
- Minute Stop
- Carlisle Super 7
- One Stop Food Mart
- Buzz Express
- Quick Stop Deli
- Red Devil Gas Station
- Proud-To-Serve Mini Mart.

Residents are able to recycle by purchasing recycling bins at a cost of $9.00 per bin as part of the trash collection program.

State Funding

- The Borough receives approximately $45,000 annually from a state recycling grant.
- The state grant is administered by the Commonwealth of Pennsylvania's Department of Environmental Protection Bureau of Waste Management Division of Waste Minimization and Planning.
- The grant is calculated based on a funding rate per ton of recyclable materials set by the state.
- The Borough recycled approximately 7,000 tons in 2012.

Parking Fund

Meters

The Borough of Carlisle receives approximately $200,000 annually from the parking meters. A total of 796 meters are strategically placed within a 2 block radius of the intersection of Hanover and High streets (also known as the Square).
The Borough has established meter zones, which are listed in the Code of the Borough of Carlisle. Those zones are Short-term parking meter zones and Long-term parking meter zones.

- **Short-term zone** – 503 short-term meters are available on-street and 132 short-term meters are located in parking lots for public use. These meters are silver in color. Depending on how much time is needed, the public may insert the following cash denominations:
  - $.10 per 12 minutes, with twelve-minute increments
  - $.25 per 30 minutes, with thirty-minute increments

- **Long-term zone** – 161 long-term meters are available on-street for public use. These meters are gold in color. The public may insert the following cash denominations:
  - $.25 per 60 minutes, with two-hour minimum increments.

Short-term and long-term meters also offer the initial 15 minute period without charge. Handicap meters offer the initial 30 minute period without charge.

Parking Garage

The Pomfret Street Parking Garage has been in operation since the fall of 1999. Currently, the Borough of Carlisle receives approximately $180,000 annually from the parking garage. It features a total of 224 spaces that are available for a mix of general public and private leased use. The garage is open 24 hours per day, 7 days a week.

- **Leased Spaces** – 111 spaces are available for lease on a month-to-month renewal basis. Spaces rent from $42.50 - $75 per month with a discounted rate available to 35 County employees.

- **Hotel Guests** – parking in the garage is offered to hotel guests during their stay in Downtown Carlisle. The hotel incorporates a $3 per day parking fee into their daily rate. The revenue collected by the hotel is then paid to the Borough on a monthly basis.

- **Jurors** – parking in the garage is offered to those individuals who have been called for jury selection or to serve jury duty. The rate for jurors is $3 per day. The revenue collected by the Cumberland County is then paid to the Borough on a monthly basis.

- **Daily Rates** – general public is charged $.75 for 1 hour or $1.50 pre-pay after 5:00 p.m., with a maximum daily rate of $6.

Borough Owned Parking Lots

The Borough of Carlisle receives approximately $100,000 annually from the Borough's 6 parking lots situated in the Downtown.

- **Pomfret Street Parking Lot** – lot is located ½ block from the Pomfret Street Parking Garage with 58 designated leased spaces. The spaces rent for $38 per month with a discounted six-month advance pay option available. The Pomfret Street lot also offers 16 silver (short term) parking meters for general public use. This lot is free to the public from 4:30 p.m. Friday to 7:00 a.m. Monday.

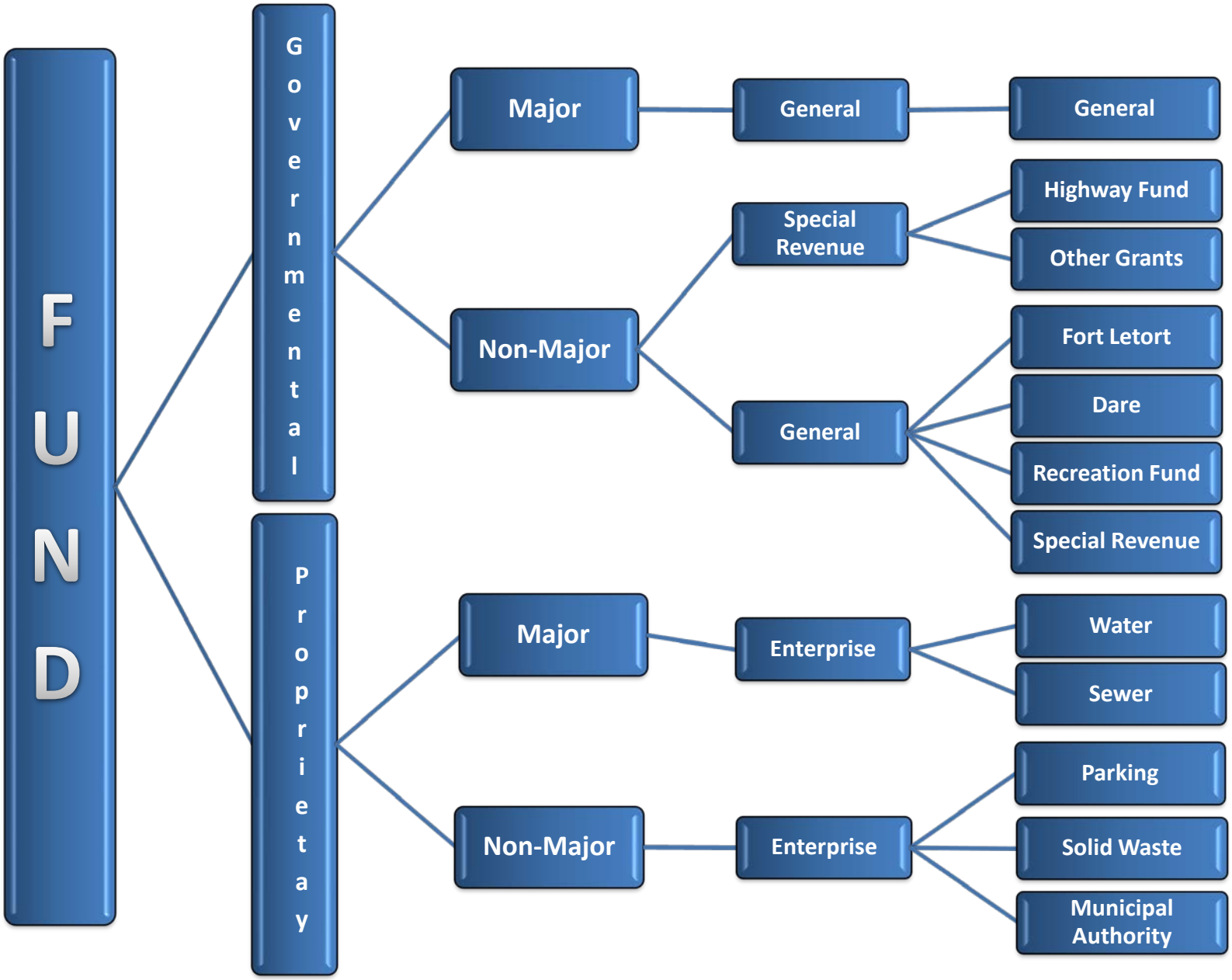
- **Liberty Avenue Parking Lot** – lot is located behind the Courthouse Commons and Employment Skills Center with 28 designated leased spaces. The spaces rent for $38 per month with a discounted six-month advance pay option available. This lot is free to the public Monday through Friday from 4:30 p.m. to 7:00 a.m. and all day Saturday and Sunday.

- **East Louther Street South Parking Lot** – lot is located to the rear of Bedford Street Antiques with 28 designated leased spaces. The spaces rent for $38 per month with a discounted six-month advance pay option available. The East Louther Street South lot also offers 40 silver (short term) parking meters for general public use. This lot is free to the public Monday through Friday from 4:30 p.m. to 7:00 a.m. and all day Saturday and Sunday.

- **East Louther Street North Parking Lot** – lot is located to the rear of the old "Farmers Market" Building with 40 designated leased spaces. The spaces rent for $30 per month with a discounted six-month advance pay option available. The East Louther Street North lot also offers 13 silver (short term) parking meters for general public use. This lot is free to the public Monday through Friday from 4:30 p.m. to 7:00 a.m. and all day Saturday and Sunday.

- **Locust Avenue Parking Lot** – lot is located to the rear of Union Fire Company with 63 designated leased spaces. The spaces rent for $20 per month. This lot is free to the public Monday through Friday from 4:30 p.m. to 7:00 a.m. and all day Saturday and Sunday.

- **West Chapel Avenue Parking Lot** – lot is located adjacent to Borough Hall with 4 designated leased spaces. The spaces rent for $15 per month. This lot is free to the public Monday through Friday from 4:30 p.m. to 7:00 a.m. and all day Saturday and Sunday.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Municipal Authority