

***SPECIAL***  
***BOARD OF COMMISSIONERS***  
***AGENDA***  
**Monday, November 7, 2016 - 6:30 PM**

Pledge of Allegiance

Notice of Executive Session on November 7, 2016

1. Public Participation
2. Public Hearing #1 on 2017 Preliminary Budget
3. Appointment of Ethics Board Solicitor

Adjournment

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**INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF COMMISSIONERS

**FROM:** ROBERT ZIENKOWSKI, TOWNSHIP MANAGER  
WILLIAM WHITE, FINANCE DIRECTOR

**SUBJECT:** BUDGET PUBLIC HEARING TALKING POINTS

**DATE:** 11/2/2016



Finance  
Department

As we head into Monday's public hearing on the budget, here is a proposed discussion point breakdown of the items we recommend that be covered. According to the Budget Calendar, we have scheduled hearings on Monday November 7 and Monday November 21. We can also dedicate time during the regular Board meetings on November 14 and 28 to discuss particular topics as well.

After last Monday's meeting, it is clear that we need to spend more time reviewing the capital budget. Also, since the pension component hinges with how we may fund capital, that needs to be reviewed in detail as well. Having said that, here are our thoughts for the speaking points on November 7:

1. Budget Document Overview | How to navigate the materials provided
2. Capital Plan Detailed Review:
  - a. Plan Overview | How it is laid out, the estimates used, and how it flows through to the operating budget
  - b. Stormwater Management Advisory Committee | Presentation of Stormwater Capital Plan
  - c. Library | Project Update and Capital Need
  - d. Department Presentations | Fleet and equipment requests
  - e. Infrastructure, Facilities, Signals, and Park Improvement Presentations
  - f. **Direction from the Board:**
    - i. Consideration of items to be included (2017)
    - ii. Consideration of funding plan (2017)
    - iii. Consideration on future years' assumptions and items included (2018-2022)
3. Pension Funding Detailed Review:
  - a. MMO forecast | Known changes, anticipated changes and funding recommendations
  - b. **Direction from the Board:**
    - i. Consideration of Rate of Return Assumption
    - ii. Consideration of Risk tolerance | Pay now vs pay later decision
4. Discussion Items for November 21 Public Hearing:
  - a. Real Estate Tax Rate and Decision Consideration
  - b. Voted Open Space Millage Consideration
  - c. Sewer Rent Rate and Consideration
  - d. Stormwater Fee Consideration
5. Adjourn

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## MEMORANDUM

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**TO:** RADNOR TOWNSHIP BOARD OF COMMISSIONERS (BOC)  
**FROM:** RADNOR TOWNSHIP STORMWATER MANAGEMENT ADVISORY COMMITTEE (SWMAC)  
**SUBJECT:** BUDGET RECOMMENDATION  
**DATE:** OCTOBER 17, 2016  
**CC:** FILE

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At the October 13, 2016 meeting, the Radnor Township SWMAC approved the attached budget recommendation to the Radnor Township BoC. The objectives of this budget are to:

- **Maintain steady flow of capital projects at around ~67% of the yearly fee income.**  
After a jump-start of two capital projects starting in 2017 (Banbury/Francis in progress + 1 tbd), one capital project is planned and executed every other year after 2018. The choice of capital projects will arise out of the township-wide assessment by CH2M coming to fruition in the coming months (update to the BoC on Oct 24th).
- **Allocate repair/maintenance spending at around ~20% of yearly fee income.**  
This amounts to one large repair project per year prioritized by Steve Norcini and his staff based on their inspections of needed repairs. The repair costs listed on this budget are the expected SW-related repairs only. It's our recommendation that all other work (roads, signs, safety) comes from another township budget. SWMAC has committed to reviewing each repair project and recommending to BoC the SW cost allocations (after engineering but before its out for construction bid).
- **Provide required money for general SW engineering support.**  
This includes meeting MS4 permit requirements, and funding the residential rebate program.
- **Maintain a \$100-200K buffer each year to respond to future contingencies and emergency repairs.**

SWMAC wants to stress that completing one yearly repair project as proposed, Radnor Township will still have a backlog of ~\$880K in known repairs by 2021. If you have questions or would like more explanation, feel free to contact committee member Paul Burgmayer.

YEAR (actual \$ and %)	2016		2017		2018		2019		2020		2021		Pending repairs after 2021
PLANNED REVENUES													
Stormwater Fee Revenue	\$1,010,500		\$1,110,500		\$1,010,500		\$1,010,500		\$1,010,500		\$1,010,500		
Previous Year Balance	\$2,267,442		\$1,964,562		\$961,857		\$147,831		\$191,054		\$272,299		
PLANNED EXPENDITURES													
Repair/Maintenance/MS4	\$762,692	75.5%	\$350,000	32%	\$328,686	33%	\$171,438	17%	\$133,415	13%	\$243,544	24%	\$ 878,789
Evaluation of Five Culverts in the Township	\$18,258												\$ 20,000
Barley Cone Lane Storm Sewer	\$12,029												
Mill Rd Culvert	\$79,059												
Marlbridge Way Culvert - PDB, GF	\$19,108												
Marlbridge Way Culvert Replacement	\$260,675												
Marlbridge Way Culvert: Pipe Purchase	\$14,627												
Castlefinn Lane Culvert - Emergency Repair	\$18,936												
Malin Rd Culvert					\$206,927								
Maplewood/Odoriso Park Outfall*													\$ 347,000
South Devon Rd Culvert													\$ 142,321
Eagle Rd Culvert					\$71,759		\$121,438						
Earles Lane Culvert													\$ 179,993
Chamounix Rd Culvert and retaining wall									\$83,415		\$ 193,544		
Highview Rd outfall design	\$46,000												
Highview Rd outfall construction			\$ 300,000										
Sawmill Road Culvert													\$ 54,475
Arthur Road Inlet and Piping													\$ 60,000
Radnor Street and Willow Inlets and Piping													\$ 75,000
Cleaning, Televising, & Mapping	\$109,000		\$50,000		\$50,000		\$50,000		\$50,000		\$50,000		

Ave % over  
5 years  
22%

North Wayne Basin - Inspect/Repair Existing system	\$185,000												
Capital Improvements	\$404,808	40.1%	\$1,500,000	135%	\$1,400,000	139%	\$700,000	69%	\$700,000	69%	\$700,000	69%	
Ithan Creek Watershed Assessment	\$13,905												
Septa Train Station	\$ 30,000		\$ 100,000										
Banbury Way	\$ 95,236		\$ 1,200,000										
RMS Connector	\$7,560												
Township-wide SW Eng. Assessment	\$258,107												
Future Flood Mitigation Projects Design			\$ 200,000				\$ 100,000				\$ 100,000		
Future Flood Mitigation Projects Construction	\$0				\$ 1,400,000		\$ 600,000		\$ 700,000		\$ 600,000		
Admin/ General SW Engineering	\$143,880	14.2%	\$258,205	23.3%	\$90,840	9.0%	\$90,840	9.0%	\$90,840	9.0%	\$90,840	9.0%	
MS4 progress report	\$5,037		\$5,000		\$5,000		\$5,000		\$5,000		\$5,000		
MS4 Update	\$50,003		\$167,365										
CH2M	\$80,840		\$80,840		\$80,840		\$80,840		\$80,840		\$80,840		
Stormwater ordinance update	\$3,000												
Credit card fees	\$5,000		\$5,000		\$5,000		\$5,000		\$5,000		\$5,000		
Rebate/Credit/Grants	\$2,000	0.2%	\$5,000	0.5%	\$5,000	0.5%	\$5,000	0.5%	\$5,000	0.5%	\$5,000	0.5%	
%/ \$ of current year fees	\$1,313,380	130.0%	\$2,113,205	190.3%	\$1,824,526	180.6%	\$967,278	95.7%	\$929,255	92.0%	\$1,039,384	102.9%	
Year -End Balance	\$1,964,562		\$961,857		\$147,831		\$191,054		\$272,299		\$243,415		

List of repair projects (per Dan and Steve tracking sheet	Estimated SW cost	Priority	Type	Total costs	Comments
Belrose Lane	\$ -		????		No cost estimate
	\$ -		???? Total		
North Wayne Basin - Inspect/Repair Existing system	\$ 185,000		Basin		
Basin Total	\$ 185,000			Total costs (GF report)	
Earles Lane Culvert	\$ 179,993	4	Culvert	\$ 207,900	Estimated construction + contingency + 80% of engineering costs
Eagle Road Culvert	\$ 193,197	2	Culvert	\$ 266,300	
South Devon Avenue Culvert	\$ 142,322		Culvert	\$ 200,300	
Malin Road Culvert		1	Culvert	\$ 206,927	Rehabilitation costs from GF 3/26/16 report
Chamounix Road Culvert	\$ 276,959	3	Culvert	\$ 333,500	
Sawmill Road Culvert	\$ 54,475		Culvert	\$ 55,000	
Culvert Total	\$ 846,945				
Cleaning, Televising, & Mapping	\$ 350,000		Evaluation		Cost over five years
Evaluation Total	\$ 350,000				
Maplewood/Odorisio Park Outfall*	\$ 347,000		Outfall		Need more info on this
Highview Road Outfall*	\$ 346,000		Outfall		
Gulph Creek at Cricket Stream Bank/Outfall Repair*	\$ -		Outfall		No cost estimate
Outfall Total	\$ 693,000				
Barley Cone Lane Storm Sewer*	\$ 12,029		Sewer line		Has this been completed?
Arthur Road Inlet and Piping*	\$ 60,000				
Radnor Street and Willow Inlets and Piping*	\$ 75,000				
Strathmore Dr. storm sewer replacement*	\$ -		Sewer line		No cost estimate
Sewer line Total	\$ 147,029				
Grand Total	\$ 2,221,974				
	\$ 200,000			\$ per year in repair budget	
	11		Years		

\* needs detailed evaluation of project and estimated costs