

## **Citizens Audit Review & Financial Advisory Committee (CARFAC)**

February 18, 2015

7:00PM – Radnor Township Municipal Building, 2<sup>nd</sup> Floor, Finance Department

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### **Agenda:**

1. New Business
    - a. TBD
  2. Old Business:
    - a. Subcommittee Assignment (15 Min)
    - b. Monetizing Assets (30 Min)
    - c. Finalizing 2015 meeting schedule (10 Min)
    - d. Update on IT Project (10 Min)
    - e. Update on Audit ( 10 Min)
  3. Public Participation
  4. Adjourn (the goal will be no later than 9:00PM)
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### **Note:**

January Meeting – rescheduled to February 2 – no Meeting Minutes due to lack of quorum

### **Attachments:**

1. CARFAC 2015 Priority Matrix
2. 2015 Public Meeting Calendar (w/ CARFAC meetings included)

**Radnor Township, PA**  
CARFAC 2015 Priority Interest Matrix

	<b>Priorities</b>	Michael Antonoplos	Mark Blair	Edward Caine	Joe Ellis	E. Martin Helling	Jerry Linden	Carl Rosenfield	Jeff Ruben	Vacant
1	BioMed Redevelopment Analysis: CARFAC to prepare an analysis highlighting the financial impact that the redevelopment would have on the Township's long-term forecast (to include quality of life / traffic as well)	Yes	Lead							
2	Review the pension liability, with emphasis on the legality and financial impact of "pension spiking." This analysis will look at the impact of modifying this practice as it relates to the decision to reduce or eliminate the 20% bump-up assumption in the actuarial report.		Yes			Yes	Yes (suggest this activity be combined with #10)			
3	Conduct a comprehensive review of the Township's capital program, with the goal of providing recommendations on program funding, execution, forecasting and any other aspects as they relate to the Township's finances.	Yes	Yes			Yes	Yes			
4	Assist in the design and implementation planning on an information technology solution for the Township		Yes				Lead			
5	Monetizing Assets: Continue to work with Board and Administration on identifying and making recommendations regarding assets to monetize	Lead	Yes		Yes	Yes		Yes		
6	Reopen analysis of the Township's approach to providing engineering services to the Township. Expand the project to include specific performance/ delivery metrics that can be tracked and reported		Yes		Yes					
7	Review the Township's current and historical full-time staffing levels, and examine the levels required to provide services to taxpayers up to the standards specified by the Board; report to the Board.		Yes							
<b>Section Separator</b>										
8	Oversee the Audit Plan and process; interact with the public accounting firm's staff.		Yes	Lead				Yes		
9	Continue to work with staff to improve financial controls and processes.		Yes	Lead				Yes		
<b>Section Separator</b>										
10	Review Unfunded liabilities on an on-going basis; report back to the Board at least annually		Yes				Yes			
11	Continue to update, refine and design additional approaches to using the five-year planning model for the benefit of the Township.		Yes				Yes			
12	Participate in reviewing public-private partnership possibilities on a case-by-case basis		Yes		Yes			Yes		

**Radnor Township  
2015 MEETING DATES**

**JANUARY**

7	HARB
5	Board of Commissioners Reorganization
12	Board of Commissioners
6	Planning Commission - <b>TUESDAY</b>
14	Design Review Board
8	Parks & Recreation Board
21	Citizens Communications Council
21	CARFAC
15	Zoning Hearing Board
28	Shade Tree Commission
22	Environmental Advisory Council
20	Board of Health - <b>TUESDAY</b>
26	Board of Commissioners
8	Stormwater Advisory Committee

**FEBRUARY**

2	Planning Commission
4	HARB
9	Board of Commissioners
11	Design Review Board
12	Parks & Recreation Board
18	CARFAC
19	Zoning Hearing Board
17	Board of Health
23	Board of Commissioners
25	Shade Tree Commission
26	Environmental Advisory Council
12	Stormwater Advisory Committee

**MARCH**

2	Planning Commission
4	HARB
9	Board of Commissioners
11	Design Review Board
12	Parks & Recreation Board
16	Board of Health
18	CARFAC
19	Zoning Hearing Board
23	Board of Commissioners
25	Shade Tree Commission
26	Environmental Advisory Council
12	Stormwater Advisory Committee

**APRIL**

1	HARB
13	Board of Commissioners
6	Planning Commission
8	Design Review Board
9	Parks & Recreation Board
15	Citizens Communications Council
15	CARFAC
16	Zoning Hearing Board
20	Board of Health
22	Shade Tree Commission
23	Environmental Advisory Comm
27	Board of Commissioners
9	Stormwater Advisory Committee

**MAY**

4	Planning Commission
6	HARB
14	Parks & Recreation Board
11	Board of Commissioners
13	Design Review Board
21	Zoning Hearing Board
18	Board of Health
18	Board of Commissioners
20	CARFAC
28	Environmental Advisory Council
27	Shade Tree Commission
14	Stormwater Advisory Committee

**JUNE**

1	Planning Commission
3	HARB
15	Board of Commissioners
10	Design Review Board
11	Parks & Recreation Board
15	Board of Health
17	CARFAC
18	Zoning Hearing Board
24	Shade Tree Commission
25	Environmental Advisory Council
11	Stormwater Advisory Committee
17	

**JULY**

1	HARB
6	Planning Commission
8	Design Review Board
9	Parks & Recreation
13	Board of Commissioners
20	Board of Health
15	Citizens Communications Council
15	CARFAC CARFAC will move to July 8th
16	Zoning Hearing Board
22	Shade Tree Commission
23	Environmental Advisory Council
9	Stormwater Advisory Committee

**AUGUST**

3	Planning Commission
5	HARB
17	Board of Commissioners
12	Design Review Board
26	Shade Tree Commission
27	Environmental Advisory Council
13	Stormwater Advisory Committee

**SEPTEMBER**

8	Planning Commission - <b>TUESDAY</b>
2	HARB
14	Board of Commissioners
9	Design Review Board
10	Parks & Recreation Board
21	Board of Health
16	CARFAC
17	Zoning Hearing Board
28	Board of Commissioners
23	Shade Tree Commission
24	Environmental Advisory Comm
10	Stormwater Advisory Committee

**OCTOBER**

7	HARB
5	Planning Commission
14	Design Review Board
8	Parks & Recreation Board
12	Board of Commissioners
21	Citizens Communication Council
21	CARFAC
15	Zoning Hearing Board
19	Board of Health
28	Shade Tree Commission
22	Environmental Advisory Council
26	Board of Commissioners
8	Stormwater Advisory Committee

**NOVEMBER**

2	Planning Commission
4	HARB
9	Board of Commissioners
11	Design Review Board
12	Parks & Recreation Board
16	Board of Health
18	CARFAC
19	Zoning Hearing Board
23	Board of Commissioners
12	Stormwater Advisory Committee
17	Environmental Advisory Council

**DECEMBER**

7	Planning Commission
1	Shade Tree Commission
2	HARB
14	Board of Commissioners
9	Design Review Board
16	CARFAC
10	Parks & Recreation Board
21	Board of Health
21	Board of Commissioners
17	Zoning Hearing Board
10	Stormwater Advisory Committee

**MEETING TIMES**

**5:00 PM**

Board of Health

**6:00 PM**

Executive Session - Board of Commissioners  
Design Review Board  
Environmental Advisory Council

**6:30 PM**

Board of Commissioners  
Citizens Communications Council  
Parks & Recreation Board  
Garrett Hill Implementation Committee  
Shade Tree Commission

**7:00 PM**

HARB  
Planning Commission  
CARFAC (Finance Conference Room)

**7:30 PM**

Board of Commissioners Reorganization meeting - January 5, 2015  
Zoning Hearing Board

**APPROVED December 15, 2014**

