



Radnor Township

- 2023 -

Finance Department
Presentation





*...it's not just about the money...!
...or the debits and credits...!*

shutterstock





Finance – Who are our Customers?

The Finance department proudly services and actively engages with a diverse consumer base, including:

- **Residents**
- **Businesses and business owners**
- **Contractors and vendors**
- **Outside professionals**
- **Community service organizations**
- **Governmental and regulatory agencies**
- **Our elected and volunteer boards and commissions**
- **Active employees**
- **Retired employees**



Finance – Departmental Overview

The Finance team of 9 full-time and 5 part-time professionals administer the following functions of Radnor Township:

- **Accounting & Financial Reporting**
- **Payroll & Human Resources**
- **Administrative Services**
- **Information Technology**
- **Act 511 Business Tax Administration**



Accounting & Financial Reporting

Functions.....

- Real Estate Tax & Utility Billings
- Revenue Collections
- Treasury & Investments
- Accounts Payable
- Escrow Funds Management
- Debt Service Management
- Business Insurance Administration
- Budgeting & Expense Monitoring
- Annual Audit and Financial Report Compliance

Relationships.....

- Over 8,000 households with a combined 18,000 accounts.
- More than 400 escrow accounts
- 22 Funds and 30 bank accounts
- Banking and lending relationships
- Outside professionals
- CARFAC and Audit Committee
- Federal, state & local reporting agencies
- All departments



Payroll & Human Resources

Functions.....

- **Applicant & New Hire Processing**
- **Payroll Administration**
- **Payroll Tax Filings**
- **Benefits Management**
- **Workers Compensation Management**
- **Collective Bargaining Agreements**
- **Pension & OPEB Administration**
- **Switchboard Operations**

Relationships.....

- **130 full time employees**
- **Over 200 PT and seasonal employees**
- **125 retirees**
- **Healthcare provider**
- **Work Comp provider**
- **Pension & Actuary Consultants**
- **PA State Auditors**
- **Federal reporting and benefit coordination (400+ lives)**



Administrative Services

Functions.....

- **Contract Administration**
- **Bids & RFPs**
- **ERP System Administration & Project Management**
- **Sustainability**
- **Grants Management, From Applying to Reporting & Compliance**
- **Right to Know and Compliance with Sunshine Act**
- **Record Retention**

Relationships.....

- **All departments**
- **Bidders & Contractors**
- **Environmental Advisory Committee**
- **FEMA, PEMA, multiple State & County Agencies**
- **All interested parties seeking public records!**





Information Technology

Functions.....

- **Server (12) & Network Administration**
- **E-Mail, Office Phones & Cell Phones**
- **Copier & Printer Maintenance & Leases**
- **Police Specific Equipment**
- **Building Security & Mechanicals**
- **Cell Tower and Antennas**

Relationships.....

- **All Departments & Staff**
- **Township owned buildings and parks**
- **Third Party Vendors – building systems, security and networks**
- **Communications vendors**

GIS – brand new in 2022!



Act 511 Business Tax Administration

Functions.....

- Processing tax returns
- Collecting & posting payments
- Taxpayer notices
- Issuing refunds
- Updating regulations
- Personalized attention

Relationships.....

- 2,200+ businesses
- Business tax professionals:
 - Attorney
 - Auditor
 - Discovery
- CARFAC
- All interested parties seeking to do business in Radnor!

...uniformity in administration, enforcement and compliance...



.....it's about the Team.....!



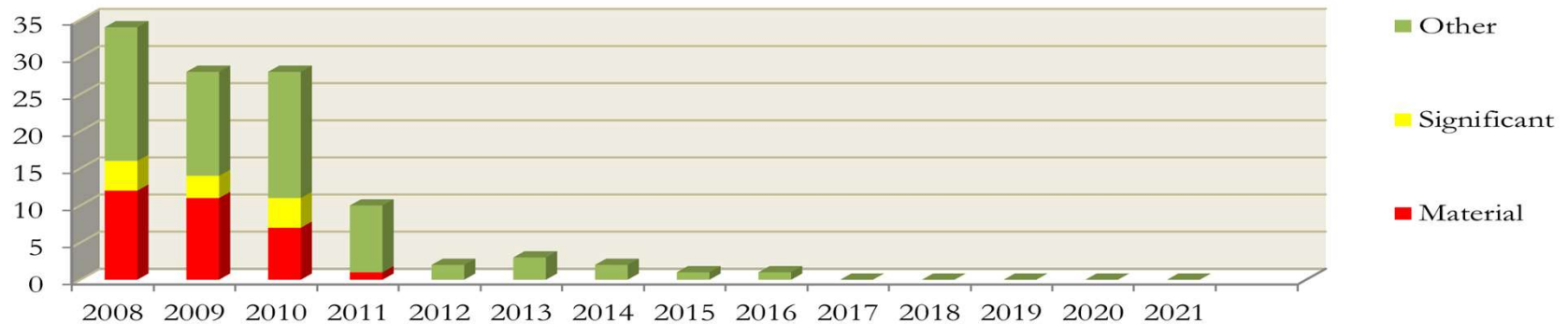
Safeguard and
custodians of over
\$100MM

- Multiple funds and accounts
- Pension and OPEB investments
- Debt proceeds



.....the proof is in the pudding.....!

Audit Comments



- ***Unqualified Audit Opinions***
- ***GFOA Award from 1995 to 2007.....and 2011 to 2020***
- ***Compliance with Fund Balance Policy***
- ***Maintain Moody's Credit Rating of Aa1***



THANK
YOU