

# 2021 Board Approved Budget

V1 | December 7, 2020



**RADNOR TOWNSHIP, PA**

**Radnor Township, PA**  
**2021 Board Approved Budget (Ord# 2020-22)**  
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# 2021 Board Approved Budget

Radnor Township, PA

December 7, 2020

## Stakeholders of Radnor Township:

The Radnor Township Board of Commissioners and Administration respectfully publishes the 2021 Board Approved Budget. This document includes an appropriation budget for all township funds for the 2021 calendar year and an updated 2021-2024 capital improvement plan. It is important to note that the legal requirement of adopting appropriations is limited to the 2021 figures only.

The financial information included in this document is presented on a **cash basis** of accounting which means that revenues and expenditures are recognized when they are received or spent (not necessarily when they are incurred). The primary benefits of presenting this information on a cash basis are that it is easier for the casual stakeholder to understand the information and that it can be directly reconciled back to the Township’s financial software system. Annually, the Township converts its cash books to the full accrual method of accounting and publishes a Comprehensive Annual Financial Report which complies with Generally Accepted Accounting Principles (GAAP).

## Contents:

- Executive Summary
- Fund and Township Organizational Charts
- 2021 Fund Budget Tables with department narratives
- 2021-2024 Capital and Infrastructure Plan
- Supporting Documentation and Schedules

## Executive Summary:

The 2021 Board Approved Budget was adopted with a “revenue neutral” tax millage rate of 2.2837 mills. This decrease from the 2020 rate of 4.4082 mills is the calculated revenue neutral adjustment, based on the County-wide reassessment values, effective for tax year 2021. In short, the amount of Township real estate taxes to be realized in 2021 will be essentially the same as was billed in 2020 with the Board and the Administration committed to providing and maintaining the excellent municipal programs and services offered by the Township across all of its departments. The Administration presented and the Board considered several proposals for increasing service levels in various areas. In particular, increasing engineering efficiencies and response time, the Board approved the addition of a full-time project engineer.

## *Financial Highlights*



Radnor Township is a separate entity from the Radnor School District. The two governing bodies set their real estate tax millage independent of one another. For 2021, the Township’s millage rate is 2.2837, down from 4.4082 in 2020 resulting from the county-wide reassessment.



Radnor has the second highest credit rating [Aa1] from Moody’s with a “stable” outlook



In 2010, Radnor had 34 audit comments; 12 of those were *material weaknesses*, 4 *significant* and 18 were “other”. Today, Radnor has **ZERO** audit comments



Since 2010, the Township has refinanced its debt seven different times which generated net cash **savings of \$7,500,000** from 2011 to 2037



In 2020, the Township refunded the 2012 G.O. Bonds and in doing so, the Township will **save \$1,200,000** over the remaining 17 years of the debt.



In 2019, the Township borrowed \$7.3 million that will fund the installation of 20 improvement projects around town, without increasing the Township’s annual debt service expense



## 2021 Board Approved Budget



Other priorities discussed and which may be considered for 2022 include (1) improving the Township’s emergency preparedness by allocating a full-time resource to the Office of Emergency Management, (2) decrease police response time to “high density” areas of town by adding two dedicated patrols, and (3) increase data driven decision making by dedicating a full-time resource to the Township’s Global Information Systems (GIS) mapping and data software. While there are many priorities requested of the Township on an ongoing basis, these rose to the top based on our desire to increase safety responsiveness and use real-time, accurate data to drive future operational and capital related decisions using software we already own but lack the expertise to fully utilize. While trying to balance sluggish tax revenues, this budget was approved with the following priorities for 2021 and going forward:

### 2021 BUDGET HIGHLIGHTS



#### Same Excellent Township Services with Opportunities to Improve

- Staffing levels are budgeted at the Board approved levels for all departments, which includes filling vacancies in Police, Public Works, and Community Development.
- As noted, looking to expand resources in the Police, Engineering and IT areas to improve response time, quicken project design and installatoin time, and to incoproate data-driven decision making into all aspects of the Township's operatoin and capital planning.



#### Police Accreditation...considered

- State run initiative with over 145 agencies across the Commonwealth
- Establishes credible framework for evaluating agnecy practices and procedures
- Aims to improve community relations and extend agency accountability to the public and elected officials
- Identifies and highlights the capabilities and competence of the agency
- Furnishes a solid foundation for the agency to build upon for continued improvement
- While not funded for 2021, will be discussed and considered for 2022



#### General Fund Cash Levels

- 2021 business taxes are forecasted with a slight rebound from 2020, but still down from pre-COVID levels by roughly \$1.0 million
- Real estate millage adjustments in 2019 and 2020 have added \$1.5 million to help offset the Act 511 drop; continued shift away from business tax reliance is critical to long-term sustainability
- 2021 General Fund budget proposes to use \$1.9 million in cash reserves, dropping the cash from roughly \$9.5 million to \$7.6 million.
- At \$7.6 million, cash levels would fall below the fund balance policy, requiring the Township to make corrective action in 2022 or 2023.



### OPEB Funding Plan ... Put on hold

- If fully funded, the General Fund would have included appropriations of \$2,209,209 in cash to be deposited into the OPEB Trust Fund
- Time has proven that the OPEB Funding plan included a fatal flaw: The revenues used to implement and support it were built entirely on business taxes. Naturally, when business taxes are increasing, this was not a problem. However, the last four years have shown that a plan that incrementally adds fixed cost to the expense budget cannot be built on revenues that can fluctuate by millions year over year.
- 2021 Board Approved budget includes the pay-as-you-go portion, but not the added General Fund contributions.
- It's recommended that we regroup on the plan and determine a more sustainable funding source and/or change the plan for the long-term.



### Sanitary Sewer and Stormwater

- **Sanitary Sewer:** Board approved annual rate adjustments in 2018, 2019 and 2020 have helped close the net expense gap in the sewer fund. In 2021, a net expense of \$385,000 is still expected. However **no** rate adjustment is included in the 2021 budget until a long-term plan is adopted by the Board.
- **Stormwater:** In September, the Administration presented a project implementation and funding plan to the Board. That review process is ongoing separate of the Budget, but is expected to be considered at the same time. In any event, the plan does not call for any fee adjustments in 2021. Consequently, this budget keeps the stormwater fee at \$29 per unit.



### Items NOT Included in 2021 Budget

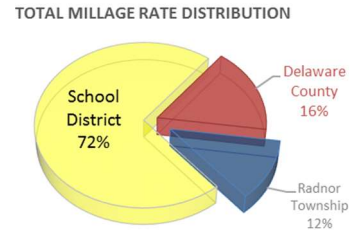
- The Township is still developing a long-term Capital Plan. As noted above, the Township borrowed \$7.3 million in 2019 to fund 20 projects. The Board will continue to meet in 2021 to work on the development of a sustainable, long-term plan
- Various Township service enhancements and needed comprehensive plan / ordinance updates were considered. However, due to the lagging revenues, are not included in this proposed budget. Items considered were:
  - Fire Inspector | to be considered in 2021, implemented in 2022
  - Public Works Tree Crew | to be considered when feasible
  - Comp Plan Update | to be reconsidered for 2022
  - Comp Ordinance Update | to be considered after Comp. Plan completed
  - Various department specific requests were tabled for future consideration as well



## Significant revenue changes included in the 2021 Budget

### Property Taxes

The 2021 Board Approved Budget does not include any real estate tax adjustments other than the calculated adjustment as a result of the reassessment. However, as we’ve seen over the past four years, the Township’s heavy reliance on business taxes strains its ability to maintain services and has made it impossible to consistently fund a capital plan. Therefore, it may be prudent to consider annual, small millage adjustments to shift a portion of the annual revenue reliance to a more stable base. This provides the following long-term benefits:



- Annual service delivery becomes more stable: The Township isn’t suspending replacement hiring’s on an ongoing basis because of tax revenue shortfalls. Consequently, departments have the required resources to provide the services expected of them.
- In year when business taxes perform well, excess revenues can be shifted to the capital fund to begin establishing some capital funding plan. Conversely, in bad years, capital would be suspended. As it stands now: there is no capital funding.
- The impact to the taxpayer spreads the increases over many years in small, manageable increments versus several years of no increase followed by a few years of large increases.

The table below reflects the Township’s millage rates since 2012:

Year	Operations	Debt Service	Total Rate	Reason
2012	3.7511	-	3.7511	n/a
2013	3.7511	-	3.7511	n/a
2014	3.7511	-	3.7511	n/a
2015	3.7511	-	3.7511	n/a
2016	3.7511	0.1717	3.9228	Park / Trail Bonds
2017	3.7511	0.1717	3.9228	n/a
2018	3.7511	0.1717	3.9228	n/a
2019	3.9865	0.1717	4.1582	OPEB Funding Plan
2020	4.2365	0.1717	4.4082	Fire Company Funding
2021	2.2250	0.0587	2.2837	Revenue neutral based on reassessment

### 2021 County-wide Re-assessment Update

Delaware County was orded by law to perform a county-wide reassessment to be effective in 2021. That reassessment has been completed and Radnor Township received final reassessment figures on December 1, 2020.

Based on these final numbers from the County and in accordance with PA State law, the Township followed a two-step process for setting the Township’s millage rate:

1. The Millage Rate must be reset to “revenue neutral.” This step essentially resets the millage to what it would otherwise had been if the new assessments were in place in the prior year.
2. The Township can then increase the revenue neutral rate up to a maximum of an additional 10% in the first year of the newly enacted reassessment figures.

## 2021 Board Approved Budget



Having noted that, the reassessment numbers are summarized as follows:

This table shows the change from the 2020 assessed value to the 2021 reassessed values. In total, the assessment for Radnor about doubled with the heaviest burden of that change falling to the residential component of the tax base.

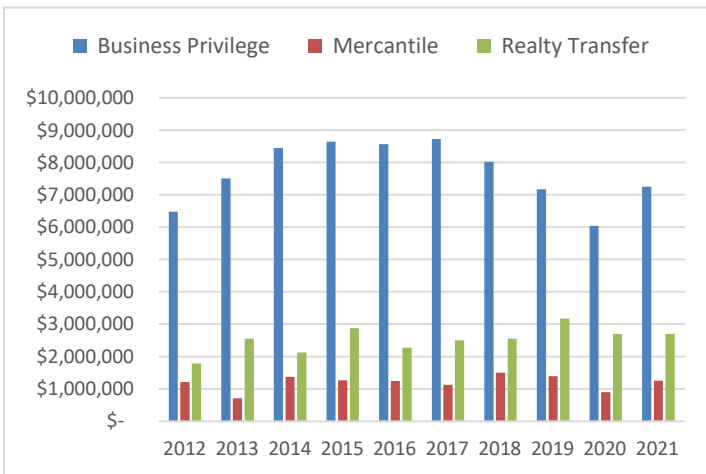
The table below shows an example calculation of the millage impact based on the reassessment totals. Logically, since the assessed value is doubling +/-, it make sense that the revenue neutral rate should be about half of what it was. The calculation below shows that to be true.

Column1	January 1, 2020	Updated July 1, 2020	Updated December 1, 2020
Taxable Assessment	\$3,224,795,616	\$3,249,757,705	\$6,272,991,524
Tax Millage	4.4082	4.4082	2.2837
Annual Tax Revenue	\$14,215,544	\$14,325,582	\$14,325,582

### Business (Act 511) Taxes

This revenue category makes up 37% of the General Fund’s revenue and includes the gross receipts taxes for business and mercantile groups, the local services tax paid by employees in Radnor, gaming and amusement taxes, and the real estate transfer tax paid on all real estate sales in the Township. The rates of taxation are **not** adjusted from year-to-year and are shown below.

The Township relies heavily on the productivity of this revenue group and during the years 2012-2014, revenues ballooned. However, since 2015, the largest revenue generators in this category, the Business Privilege tax, has steadily declined. Then, in 2020, the large-scale economic shutdown in response to COVID-19 resulted in a \$2.0 million drop. Looking at 2021, the Township is expecting some recovery in the Act 511 group, but still expects below-average business privilege taxes.



Category	Rate
<b>Business Privilege</b>	0.003
<b>Mercantile</b>	0.003
<b>Local Services</b>	\$52/Emp
<b>Real Estate Transfer</b>	1.0%

## 2021 Board Approved Budget

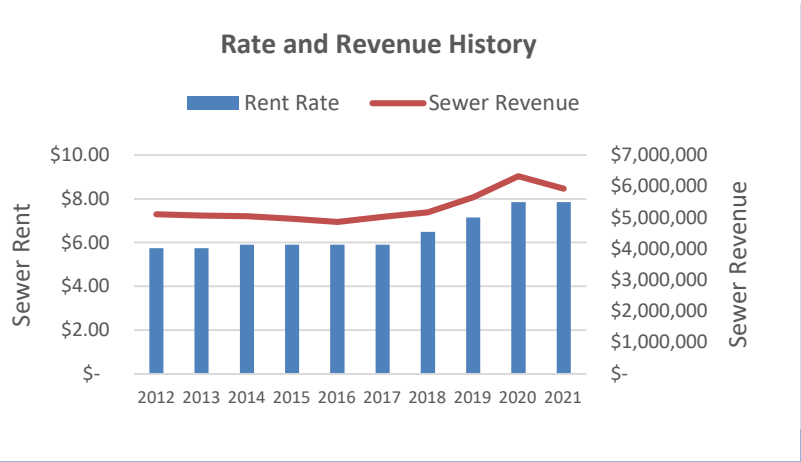


**Sanitary Sewer Rent**

The 2021 Board Approved Budget includes the same sewer rent rate as 2020. The table below shows the sewer rent rate history going back to 2012. Please see the Sewer Fund #002 detail later in this budget report for more information on the fund, its activity and future rate considerations.

**Sanitary Sewer Fund (#002)**

Year	Rate	%Δ
2012	\$5.74	3.1%
2013	\$5.74	0.0%
2014	\$5.90	2.8%
2015	\$5.90	0.0%
2016	\$5.90	0.0%
2017	\$5.90	0.0%
2018	\$6.49	10.0%
2019	\$7.14	10.0%
2020	\$7.85	10.0%
2021	\$7.85	0.0%



**Stormwater Fee Fund (#004)**

The Board Approved Budget keeps the stormwater fee at the original amount of \$29.00 per unit. When adopted, the Township pledged to keep the fee at \$29.00 per unit for the first five years. 2021 marks the eighth year that the fee will be levied. The stormwater fee and associated expenses are accounted for in the Township’s Stormwater Management Fund #004.

The Township Administration has presented a stormwater project implementation plan in late September. We are working on the requests of the Board of Commission members and plan to revisit this item in November with the hope that it will be adopted in conjunction with the 2021 Budget.

**Ardrossan / Open Space Acquisition**

In December 2014, the Township executed the purchase agreement for 71 acres of open space at a purchase price of \$11,653,820. The funding plan to pay off the voted bond portion of the purchase includes utilizing the one quarter percent of the reality transfer tax, deposited into the Park and Open Space Fund (#022), to fund as much of the debt service as possible, with the funding gap closed with a real estate tax millage adjustment.

Sources:	
Voted OS Bonds	\$ 9,885,000
Bond Premium	114,289
Grant	1,000,000
Sale of Land	190,958
General Fund Loan	605,000
<b>Total Sources</b>	<b>\$ 11,795,247</b>

**Park and Open Space Fund (#022)**

The initial plan was to incorporate the millage increase beginning in 2015. However, due to higher than anticipated real estate transfer tax revenues and due to adequate fund balances in the Park and Open Space Fund, the tax increase was foregone in 2015 - 2020. Moving forward, as reported in prior year’s budgets, an alternative source of revenue will be necessary in years 2021 – 2026, unless realty transfer revenues are unexpectedly high enough to cover the debt on the land purchase.



## Significant expenditure changes included in the 2021 Budget

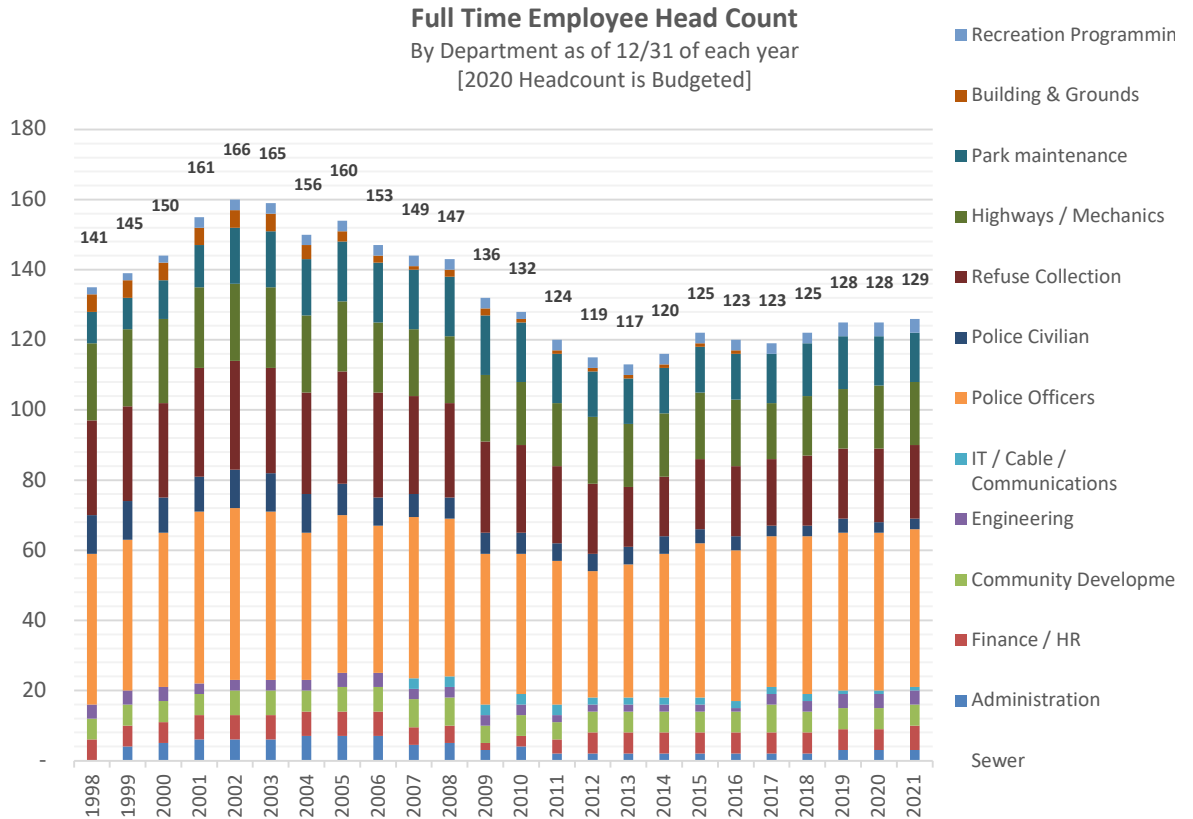
### Employee Wages

The 2021 budget includes 2.75% wage increases for all employees except for the Township Manager and those employees who are still in their probationary period. The following rules exist regarding these increases:

- Uniformed Police Officers:** The Fraternal Order of Police (FOP) of Delaware County collective bargaining agreement requires that members receive a 2.75% increase effective 1/1/2021.
- Non-Uniform, Union Employees:** Pursuant to the collective bargaining agreement approved by the Board of Commissioners, effective 1/1/2021 all RATE members will receive a 2.75% wage increase.
- Non-Union Full and Part-Time Employees:** The budget includes an assumed 2.75% increase except for the Township Manager. Any increase is limited to 2.75% and will be based on performance, as determined by the Township Manager, and will be subject to separate Board approval via' Wage & Salary Schedule

### Staffing Assumption

The Board Approved Budget includes the following full-time headcount projections, in accordance with the Township's last updated Organization Chart (Res# 2018-53), amended in February 2020 to include an Act 511 Coordinator.





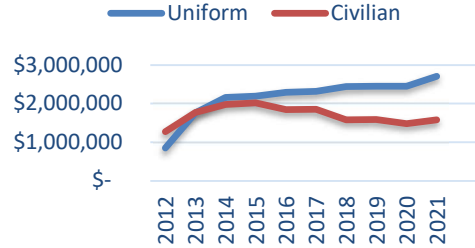
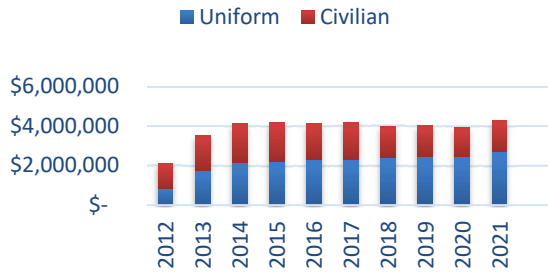
## 2021 Board Approved Budget



### Pension Obligations

The 2021 Board Approved Budget includes funding the full amount of the Township’s Minimum Municipal Obligation (MMO) as adopted via Resolution 2020-104 on September 21, 2020. The table below shows the total Township share of the MMO since 2012:

Year	Uniform Plan	Civilian Plan	Gross MMO Obligation	Less: State Aid	Net Township Expense
2012	855,232	1,280,125	2,135,357	594,234	1,541,123
2013	1,765,384	1,767,162	3,532,546	610,444	2,922,102
2014	2,160,223	1,979,695	4,139,918	628,139	3,511,779
2015	2,190,860	2,020,524	4,211,384	627,334	3,588,784
2016	2,292,574	1,845,031	4,137,605	691,794	3,571,551
2017	2,322,459	1,852,440	4,174,899	738,709	3,436,190
2018	2,440,000	1,580,000	4,020,000	727,289	3,292,711
2019	2,455,000	1,587,000	4,042,000	788,557	3,292,000
2020	2,449,000	1,482,300	3,931,700	738,575	3,193,125
2021	2,710,800	1,577,100	4,287,900	738,575	3,537,900



### Capital Funding

The Board Approved Budget includes capital funding needs totaling (net) \$1,514,810 covering the short-term portion of the capital plan with current resources as we have been doing for the past seven years. However, regarding the long-term capital assets, a determination on how best to fund that program is still needed. To help set the table for that discussion, here is a synopsis of the capital categories and their expense forecast, including the funding that would be needed if the Board were to approve them as proposed.

The Capital Plan has been divided into two broad categories:

- **Pay-as-you-go:** As the name suggests, these capital items include short-term assets and are funded through current resources identified as “General Fund Transfers” below. Generally, the capital items included in this category are vehicles, department equipment, and information technology.

Sources:	2021 Budget
Sale of Property and Equipment	\$20,000
Interest Income	2,500
Contributions	128,000
General Fund Transfers   Included in TMRCB	1,514,810
<b>Total Sources</b>	<b>1,665,310</b>

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**Uses:**

Police	274,500
Building and Grounds	25,000
Public Works   Solid Waste Division	340,673
Public Works   Infrastructure / Highway Division	369,268
Public Works   Park Maintenance Division	198,903
Information Technology / PEG	173,930
Fire Service Equipment Contributions	283,036
<b>Total Uses</b>	<b>1,665,310</b>

- Pay-as-you-use:** For 2020, the Township will be installing various projects throughout the Township using resources generated from the Series 2019 General Obligation Bonds since no additional capital funds are available through current revenues. Many of these projects are under way, or complete. This table represents the full-project budget at borrowing.

<b>Sources:</b>	<b>Amount</b>
General Obligation Bonds, Series 2019	\$7,303,317
<b>Total Sources</b>	<b>7,303,317</b>

<b>Uses:</b>	
Township Facilities	452,458
Infrastructure	1,928,200
Parks	150,000
Sidewalks	1,210,512
Signals	1,763,500
Trails	1,222,637
Wayne Business Association (work completed in 2019)	576,010
<b>Total Uses</b>	<b>7,303,317</b>

Please see the Capital Plan section for a complete list of known, but currently unfunded projects.

**Financial Summary Information:**

*Cost of Service Reporting:* Radnor Township offers its residents and business a tremendous amount of life safety, infrastructure and quality of life programs and services. At times, it seems that these programs and services get lost in the analysis of the numbers. This section of the report will focus not only on the larger financial estimates included in the 2020 budget, but also a look at certain departments and a cost allocation by activity. The goal is to provide information to the reader that will allow them to have a full understanding of where their tax dollars are allocated, how much the rates of taxation are proposed to be for 2020, the importance of the Act 511 tax revenue, and a summary of the indebtedness of the Township.

*How your Tax Dollars are allocated:* At the highest level, the Township summarizes its expenditures into eight different categories. The table and graph below describe those eight categories and how the aggregate allocations are presented for 2020:

## 2021 Board Approved Budget



Category	Description
<b>Protection of Persons and Property</b>	<p>This category includes the Township’s <i>Police Department</i>, the Township’s <i>Community Development Department</i> (code enforcement) and the Township’s contributions to the three <i>fire companies</i> that provide service to Radnor properties (Radnor Fire Company, Bryn Mawr Fire Company and Broomall Fire Company).</p> <p>Effective in 2020, the Township will be allocating the newly adopted 0.3770 mills into a special Fire Service Fund and then distributing the money to the fire companies based on the Board’s allocation approval.</p>
<b>Public Works</b>	<p>This category includes all the departments that provide basic municipal and infrastructure services. Those include: <i>Garbage collection, recycling and yard waste collection, leaf collection, snow &amp; ice removal, street cleaning, traffic signals / signage, curbs &amp; sidewalks, road resurfacing / maintenance, fleet mechanics, street barricades</i> (used for community festivals, parades, etc.), <i>storm and sanitary sewer maintenance, and other general highway services.</i></p>
<b>Parks &amp; Recreation</b>	<p>This category includes two very different departments: <i>Recreational Programming</i> and <i>Park Maintenance</i> (of Public Works). Recreational Programming provides a multitude of free community events throughout the year. They also work with various sports organizations to offer many quality-of-life recreational programs (usually at an additional fee). Included in those programs are the activities at the Sulpizio Gym. Then, the Park Maintenance Department (of Public Works) is responsible for the maintenance and up-keep of all the Township’s properties, parks, athletic fields and the Radnor Trail.</p>
<b>General Government</b>	<p>This category encompasses the administrative functions of the Township which include the <i>Administration, Finance, and Information Technology</i> Departments, <i>Office of the Treasurer</i> as well as the costs associated with insuring the Township’s facilities, fleet, and employee practices.</p>
<b>Debt Service</b>	<p>This category summarizes all the Township’s long-term debt obligations. It is treated separately to emphasize the importance of making sure the sufficient resources are available to pay the annual and on-going debt obligations.</p>
<b>Library Contributions</b>	<p>The Township provides annual contributions to the Radnor Memorial Library (a separate not-for-profit entity). Expenses accounted for in this category include the annual operating contributions and building maintenance costs. These contributions <i>do not</i> include the rent-free lease of a Township owned facility nor the cost of the debt that the Township incurred on behalf of the Library, for capital improvements, that was forgiven by the Board in 2010 (approximately \$35,000 per year over the next 14 years).</p>
<b>Community Organization Contributions</b>	<p>Similar to the Library, the Township also provides funding to various (not-for-profit) community organizations that also provide quality of life services to Radnor residents.</p>
<b>Retiree Benefits</b>	<p>This category accounts for the current year health care expenses for the Police and Civilian retirees as well as the costs incurred for retiree life insurance. The total number of retirees as of the date of this report is 117: 59 Police retirees and 58 Civilian retirees.</p>

## 2021 Board Approved Budget



Category	Description
<b>Transfers to Other Funds</b>	The General Fund transfers resources to other funds to help support those activities. The amount included in this category includes general fund support of the capital program, shade tree, park & open space fund (Ardrossan debt), and OPEB Fund contributions.

Where the Township Operating Revenues come from: The Township receives revenues from various sources that can be summarized in three large categories as follows:

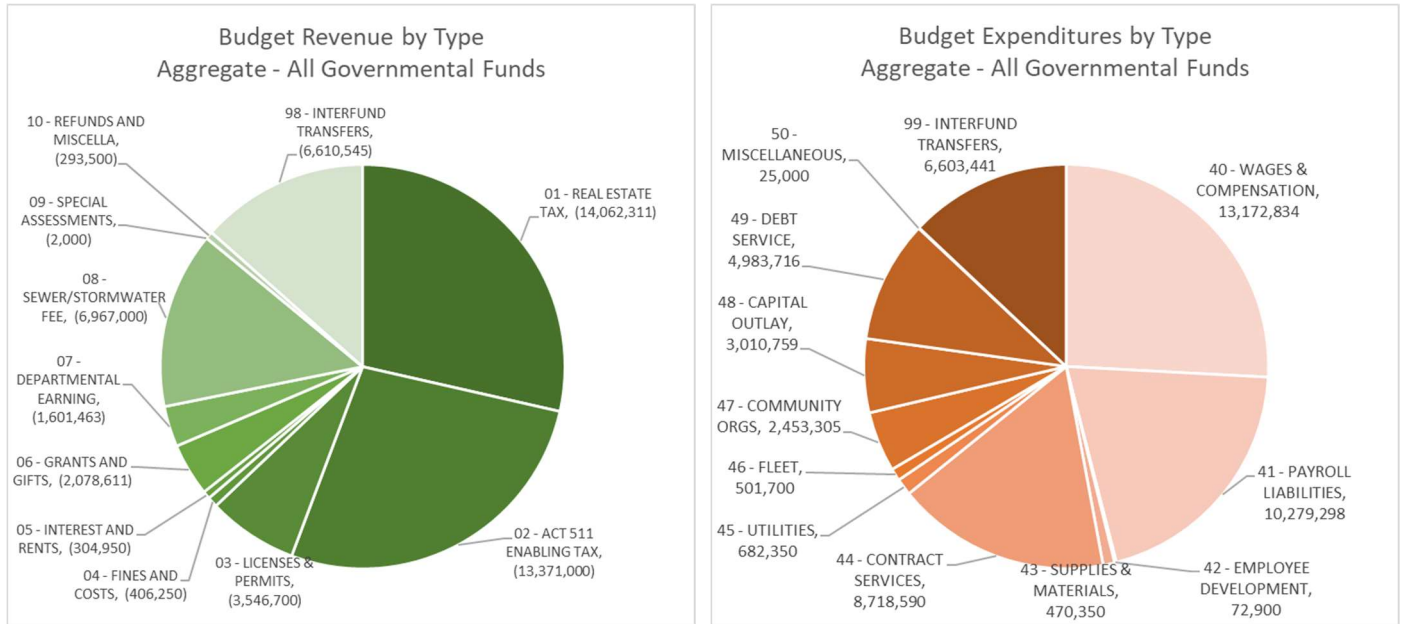
Category	Description
<b>Real Estate Taxes</b> (31% of total revenues)	These revenues are generated from a millage rate placed on all properties in Radnor Township. The different property classifications are Residential, Commercial, Ground, Exempt (non-tax paying), and Public Utilities (non-tax paying).
<b>Act 511 Taxes</b> (32% of total revenues)	These revenues are generated from five sources: Real Estate Transfer taxes, Business Privilege taxes, Mercantile taxes, Local Services tax (LST), and Amusement tax. The business privilege, mercantile and amusement taxes are paid by qualifying businesses in Radnor Township and the LST is paid for by all the employees working in Radnor Township through payroll withholdings.
<b>Other Revenues</b> (37% of total revenues)	As the name suggests, this is all the other revenues which broadly include Intergovernmental revenues (from State and Federal sources), licenses, permits, fees, fines, interest, rentals, grants, donations, special assessments, departmental earnings (charges for services), and others.

2021 Board Approved Budget													
	001 - GENERAL FUND	002 - SEWER SPECIAL REVENUE FUND	003 - LIQUID FUELS SPECIAL REV FUND	004 - STORMWATER MGMT SPECIAL IMPROVEMENT FUND	005 - CAPITAL FUND	006 - SPECIAL ASMT'S SPECL REV FUND	012 - INVESTIGATION SPECIAL REV FUND	015 - COMM SHADE TREE SPCL REV FUND	021 - RECREATION FEE SPCL REV FUND	022 - PARK&OPEN SPACE SPCL REV FUND	023 - WILLOWS ENTERPRISE FUND	024 - DEBT SERVICE FUND	Net (Revenue) / Expenditures
<b>Revenue</b>	\$ (33,787,611)	\$ (5,919,000)	\$ (665,591)	\$ (1,117,000)	\$ (1,665,310)	\$ (2,500)	\$ (10,000)	\$ (15,500)	\$ (27,000)	\$ (1,051,000)	\$ (2,500)	\$ (4,981,318)	\$ (49,244,330)
01 - REAL ESTATE TAX	(14,062,311)												(14,062,311)
02 - ACT 511 ENABLING TAX	(12,471,000)									(900,000)			(13,371,000)
03 - LICENSES & PERMITS	(3,521,700)								(25,000)				(3,546,700)
04 - FINES AND COSTS	(401,000)						(5,000)	(250)					(406,250)
05 - INTEREST AND RENTS	(250,000)	(20,000)	(1,200)	(25,000)	(2,500)	(500)		(250)	(2,000)	(1,000)	(2,500)		(304,950)
06 - GRANTS AND GIFTS	(1,409,220)		(664,391)				(5,000)						(2,078,611)
07 - DEPARTMENTAL EARNING	(1,531,400)											(70,063)	(1,601,463)
08 - SEWER/STORMWATER FEE		(5,887,000)		(1,080,000)									(6,967,000)
09 - SPECIAL ASSESSMENTS						(2,000)							(2,000)
10 - REFUNDS AND MISCELLA	(111,500)	(12,000)		(12,000)	(148,000)			(10,000)					(293,500)
11 - DEBT PROCEEDS													
98 - INTERFUND TRANSFERS	(29,480)				(1,514,810)			(5,000)		(150,000)		(4,911,255)	(6,610,545)
<b>Expense</b>	\$ 35,318,568	\$ 6,303,577	\$ 665,000	\$ 910,000	\$ 1,665,310	\$ 37,694	\$ 10,000	\$ 15,500	\$ -	\$ 1,053,878	\$ 15,000	\$ 4,979,716	\$ 50,974,243
40 - WAGES & COMPENSATION	12,819,228	353,606											13,172,834
41 - PAYROLL LIABILITIES	10,105,234	174,064											10,279,298
42 - EMPLOYEE DEVELOPMENT	72,900												72,900
43 - SUPPLIES & MATERIALS	412,350	3,000	50,000	2,500			2,500						470,350
44 - CONTRACT SERVICES	3,568,590	4,822,000		307,500			5,000	15,500					8,718,590
45 - UTILITIES	646,650	18,200					2,500				15,000		682,350
46 - FLEET	471,600	30,100											501,700
47 - COMMUNITY ORGS	2,453,305												2,453,305
48 - CAPITAL OUTLAY	53,220	77,229	615,000	600,000	1,665,310								3,010,759
49 - DEBT SERVICE	4,000											4,979,716	4,983,716
50 - MISCELLANEOUS	25,000												25,000
99 - INTERFUND TRANSFERS	4,686,491	825,378				37,694				1,053,878			6,603,441

## 2021 Board Approved Budget



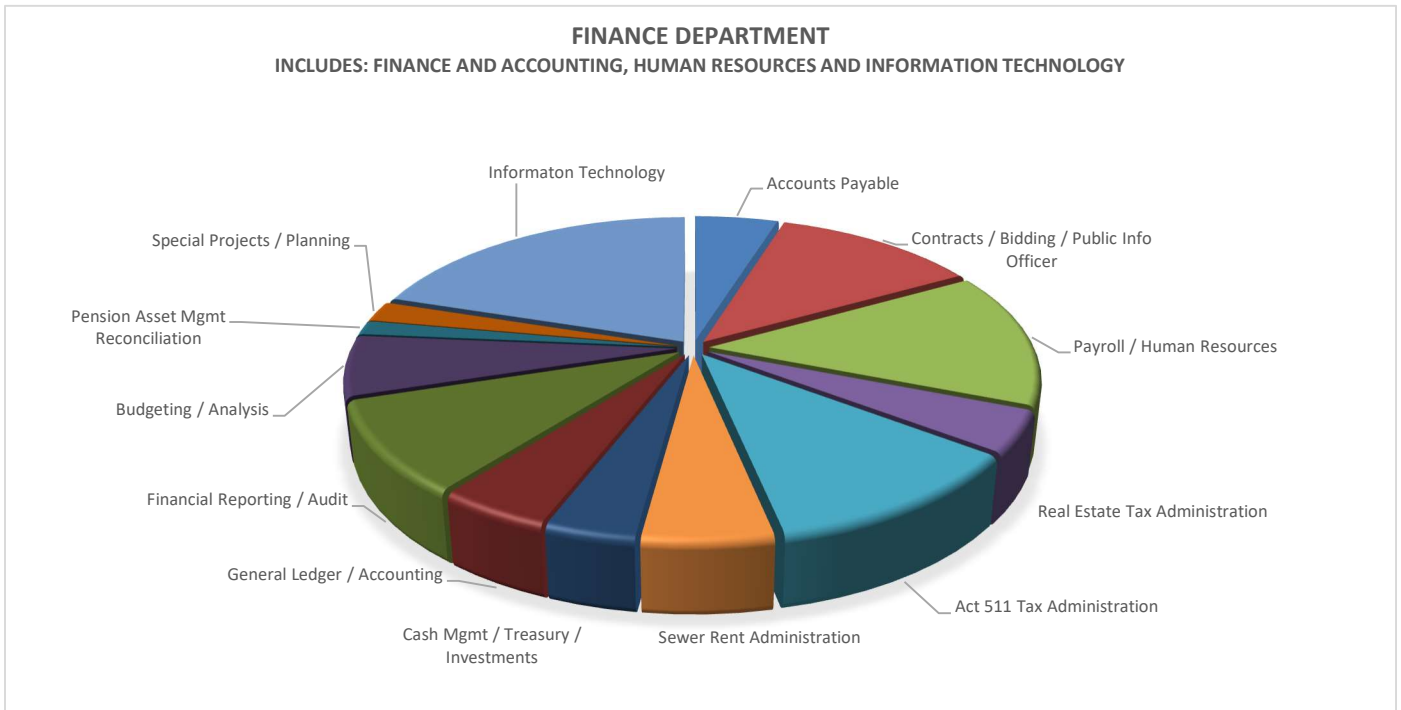
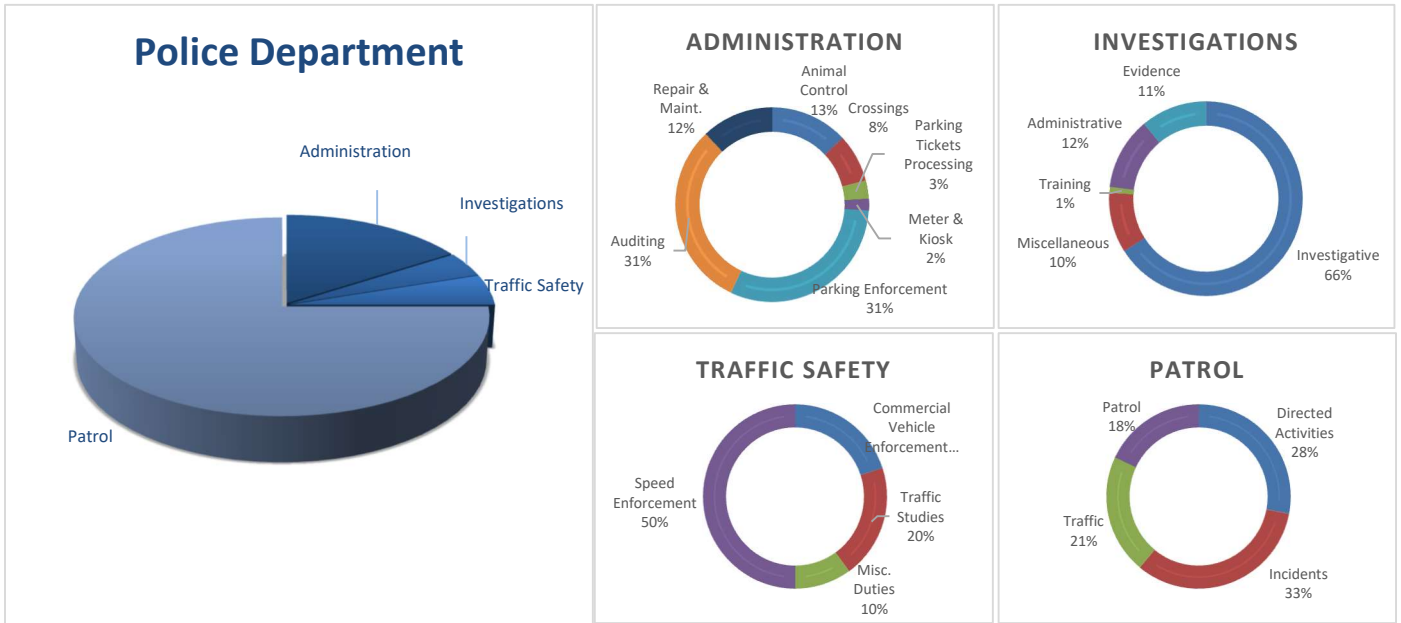
Radnor enjoys a diverse revenue base with about a quarter of all revenue coming from Real Estate Taxes, roughly 30% from business related taxes, about 14% from sewer and stormwater fees and the remainder from departmental activity, grants, fines, interest and others. On the expense side, Radnor spends about half of its total expenses on payroll and related costs, which is very typical of local governments since it's a service industry. Capital will most likely be higher if/when stormwater projects are identified and funded at some point in 2020. For now, the stormwater capital is unbudgeted. In total, debt service expense makes up 11% of the total expenses, which remains unchanged from prior years in spite of the new money borrowed in 2019 for capital projects. This was accomplished by only borrowing enough to refill a planned debt service reduction in 2020.



### Departmental Budget Allocations by Program or Service:

*Departmental Cost of Service Breakdowns:* This section of the report will take the Police Department, Community Development Department, Public Works Department, Recreational Programming Department and Finance Department and show the major services / areas of responsibility and how much they are budgeted to cost in 2020. The purpose behind breaking down these budget figures in this manner is to (a) show the vast number of activities, programs and services being performed by the various Township Departments, and (b) to allocate a cost to those activities. Another benefit to this breakdown of the budget is to allow Stakeholders to quickly estimate the per capita cost of these various services and programs. For example, the total budgeted amount for Solid Waste collection in 2021 is \$3,453,533 (including capital) which calculates to a per capita cost of approximately \$110 based on a population of 31,531. Additional information on the specific services provided by each of these departments and those departments not included in this section can be found in the [Departmental Narratives](#) section of this report.

# 2021 Board Approved Budget

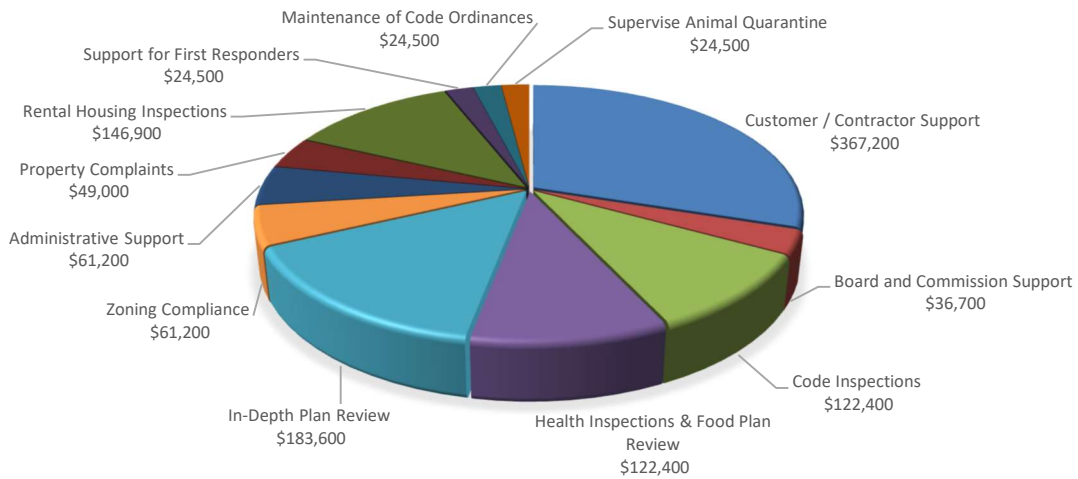




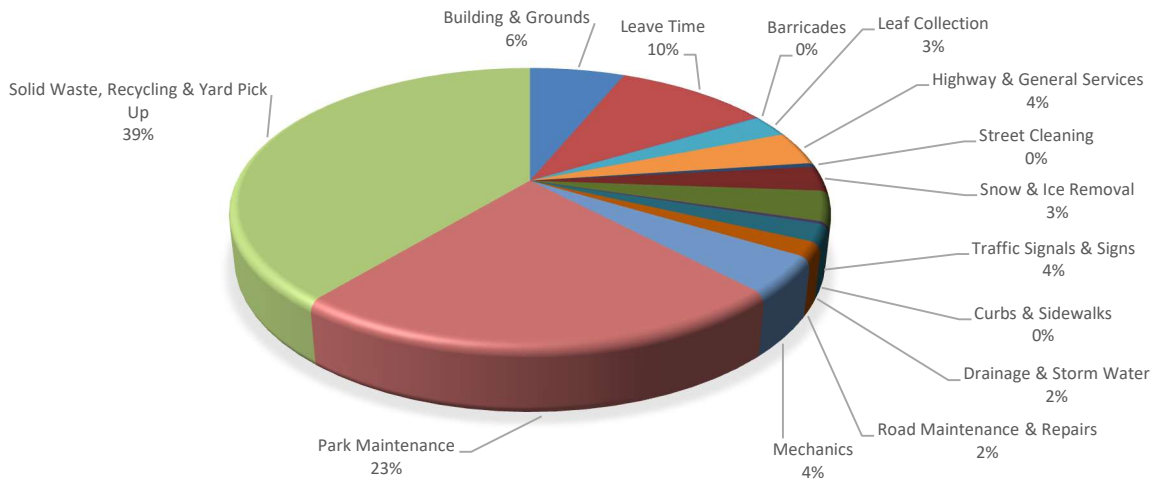
# 2021 Board Approved Budget



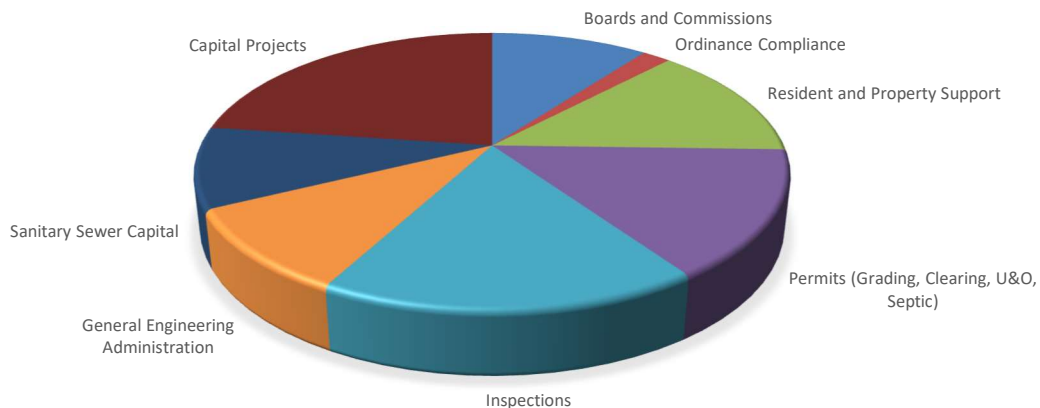
## COMMUNITY DEVELOPMENT DEPARTMENT



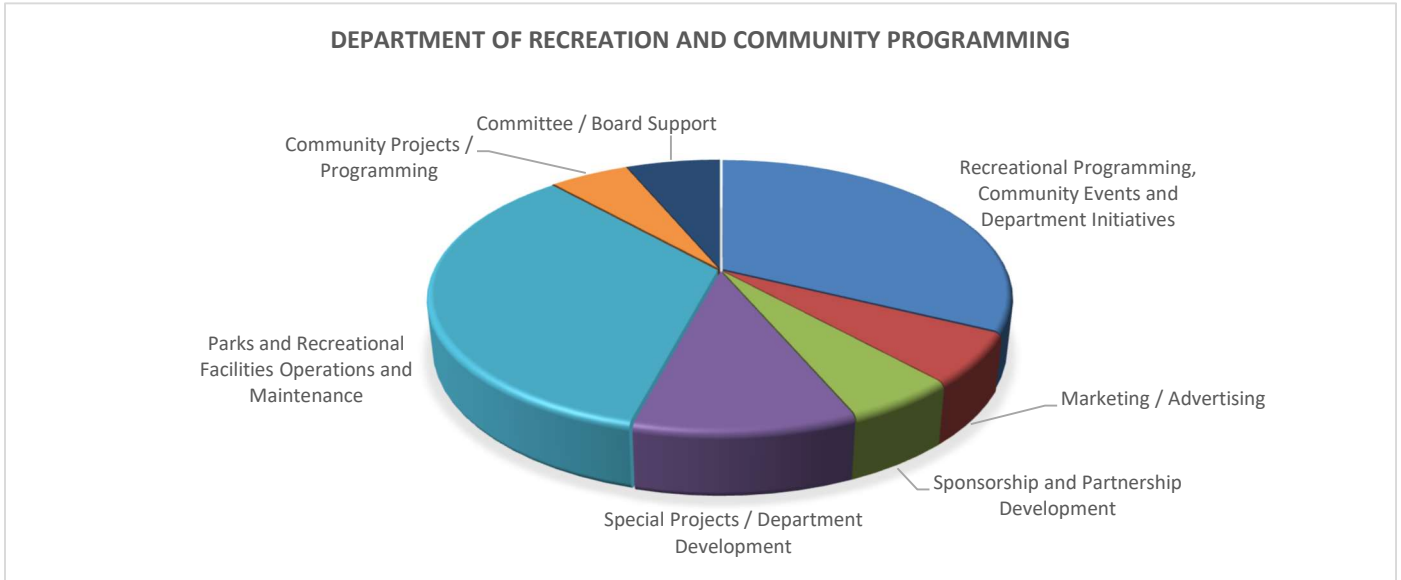
## DEPARTMENT OF PUBLIC WORKS SERVICE BREAKDOWN



## ENGINEERING DEPARTMENT



## 2021 Board Approved Budget



### Debt Service Summary

The Township’s outstanding principal debt balance at January 1, 2021 will be \$60,035,000, down from \$62,895,000 at January 1, 2020. In 2021, the Township will pay down \$2,995,000 in principal, ending the year with an outstanding balance of \$57,040,000. The beginning outstanding balance is made up in non-voted general obligations of the Township and voted open space bonds. Currently the Township has eight outstanding bond issues, Series 2015 (refunded 2009 Bonds which were originally the 2002AA and 2004A bonds), Series 2012 (refunded 2007), 2013 (refunded 2004 / eliminated the Swap Agreement), Series 2014 open space bonds (Ardrossan), Series 2015 library improvement bonds, Series 2016 park/trail improvement bonds, Series 2019 (refunded 2018 Sewer Notes) borrowed for emergency Sanitary Sewer projects, and the new Series A of 2019 for general capital projects. The table below reflects the summary of budgeted debt obligation transactions for 2021.

Issue	Final Year of Maturity	Original Principal Amount	Balance January 1, 2021	2021 Additions	2021 Reductions	Balance December 31, 2021	Interest Payments
<b>Non-Voted General Obligation Bonds:</b>							
2012 Series Refund	2037	16,360,000	16,090,000	-	35,000	16,055,000	618,293
2013 Series Refund	2034	18,210,000	13,615,000	-	770,000	12,845,000	489,950
2015 Series Refund/Libr.	2035	7,740,000	3,880,000	-	570,000	3,310,000	98,531
2016 Series Park/Trail	2035	5,765,000	4,550,000	-	255,000	4,295,000	113,370
2019 Series Sewer Refund	2039	4,800,000	3,775,000	-	420,000	3,355,000	120,350
2019 Series A Gen Capital	2039	7,145,000	6,900,000	-	270,000	6,630,000	194,825
<b>Subtotal</b>		<b>60,020,000</b>	<b>48,810,000</b>	<b>-</b>	<b>2,320,000</b>	<b>46,490,000</b>	<b>1,635,319</b>

<b>Voted Open Space General Obligation Bonds</b>							
2014 Series Ardrossan	2043	9,885,000	8,645,000	-	265,000	8,380,000	296,110
2015 Series Ref Various	2026	4,965,000	2,580,000	-	410,000	2,170,000	53,288
<b>Subtotal</b>		<b>14,850,000</b>	<b>11,225,000</b>	<b>-</b>	<b>675,000</b>	<b>10,550,000</b>	<b>349,398</b>
<b>Grand Totals</b>		<b>74,870,000</b>	<b>60,035,000</b>	<b>-</b>	<b>2,995,000</b>	<b>57,040,000</b>	<b>1,984,717</b>

## 2021 Board Approved Budget



The Township has utilized the bond issuances through the years to fund various activities. The following table reflects the sources of revenue being used to satisfy the 2021 debt service.

Fund	Amount
General Fund – General Revenues / Real Estate Taxes	\$3,023,785
Sewer Fund – Sewer Rent	825,378
Special Assessment Fund – Infrastructure Projects	37,694
Parks & Open Space Fund – Real Estate Transfer Tax and Voted Millage	1,024,398
Wayne Art Center Repayment	70,063
Library Repayment (eliminated in 2010)	-
<b>Total</b>	<b>\$4,981,318</b>

Please see the Debt Service Fund #24 for more details on the Township’s outstanding bonds, including their amortization timetables and amounts.

### Summary:

The Township Administration will continue to put forth the efforts necessary to professionally and ethically manage Radnor Township by being fiscally responsible, transparent, and accountable to deliver the best services to our stakeholders. With the Board’s leadership, we are confident that Radnor Township will continue to always be *“The Best of the Main Line.”*

Respectfully Submitted,



William M. White, MBA  
Township Manager/ Secretary



Robert V. Tate, CPA  
Finance Director and Human Resource Manager



# Radnor Township, PA

## 2021 Board Approved Budget

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### Enacting Legislation

- Ordinance 2020-22 | Adopting the Final Comprehensive Budget for 2021
- Ordinance 2020-23 | Adopting the 2021 Sanitary Sewer Rent Rate
- Ordinance 2020-24 | Adopting the 2021 Consolidated Fee Schedule
- Resolution 2020-148 | Adopting the 2021 Wage and Salary Schedule

**ORDINANCE NO. 2020-22  
FISCAL YEAR 2021 TAX LEVY**

**AN ORDINANCE OF THE TOWNSHIP OF RADNOR, DELAWARE COUNTY,  
COMMONWEALTH OF PENNSYLVANIA, ADOPTING A FINAL  
COMPREHENSIVE BUDGET FOR FISCAL YEAR 2021, AND ESTABLISHING  
THE TOWNSHIP MILLAGE RATE**

**WHEREAS**, Delaware County has conducted a county wide reassessment of all residential, commercial and industrial properties modifying all current assessments; and

**WHEREAS**, The County provided the Township with the certified 2021 taxable assessed value on December 1, 2020; and

**WHEREAS**, the Township is obligated under its Home Rule Charter to introduce its Tax Levy and 2021 Comprehensive Budget Ordinance on November 23, 2020 for adoption in December before the end of the fiscal year.

***NOW, THEREFORE, The Board of Commissioners of Radnor Township, Delaware County, Pennsylvania, hereby ENACTS and ORDAINS, as follows:***

**Section 1.** That the Final 2021 Budget, referenced as the Board Approved Comprehensive Budget (version 1) attached hereto and incorporated herein, dated November 23, 2020, is hereby adopted setting forth all proposed revenues and appropriations for all Township funds for fiscal year 2021.

**Section 2.** The total tax millage rate for 2021 shall be 2.2837 mills and is allocated as follows:

Township Operational / Capital Tax Levy	2.2250
Debt Service Tax Levy	<u>0.0587</u>
<b>Total Tax Levy 2021</b>	<b>2.2837</b>

The total tax millage rate for 2021 is set at revenue neutral in accordance with 53 Pa. C.S.A. §8823, “Limitation on tax increase after countywide reassessment” based upon the final taxable assessment data provided by the Delaware County Board of Assessment on December 1, 2020.

**Section 3.** The 2021 contributions toward the ongoing Other Post-Employment Benefit (“OPEB”) Funding Plan are excluded from the initial appropriation amounts, pending the results of the 2021 business tax revenue performance. If, after the filing deadline of May 15, 2021, business taxes perform better than anticipated, the Board of Commissioner will reconsider adding back all or a portion of the 2021 OPEB Funding plan contribution.

**Section 4.** That all other permit, service and user fees for fiscal year 2021 shall be set by Ordinance 2020-24 and shall be subject to further amendment by the Board of Commissioners.

**Section 5.** Repealer. All ordinance or parts of ordinances which are inconsistent herewith are hereby repealed.

**Section 6.** Severability. If any section, paragraph, sub-section, clause or provision of this Ordinance shall be declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part thereof other than that portion specifically declared invalid.

**Section 7.** Effective Date. This Ordinance shall become effective in accordance with the Radnor Township Home Rule Charter.

*ENACTED AND ORDAINED* this 7<sup>th</sup> day of December, 2020

RADNOR TOWNSHIP

By: \_\_\_\_\_  
Name: Jack Larkin  
Title: President

ATTEST: \_\_\_\_\_  
Name: William M. White  
Title: Township Manager / Secretary



**ORDINANCE NO. 2020-23  
FISCAL YEAR 2021 SEWER RENT RATE**

**AN ORDINANCE OF THE TOWNSHIP OF RADNOR, DELAWARE COUNTY,  
COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING THE TOWNSHIP  
SANITARY SEWER RENT FOR 2021**

*The Board of Commissioners of Radnor Township, Delaware County, Pennsylvania, hereby ENACTS and ORDAINS, as follows:*

**Section 1.** That the Final 2021 Budget, referenced as the Board Approved Comprehensive Budget (version 1) incorporated in Ordinance 2020-22, dated November 23, 2020, sets forth all proposed revenues and appropriations for all Township funds for fiscal year 2021.

**Section 2.** The Sanitary Sewer Fund (#002) revenues included in the Final 2021 Budget are estimated based on the billing and collection of a sanitary sewer user fee calculated as a rate times water consumption, provided by Aqua, PA annually.

**Section 3.** The annual sewer service charges for all real property within the Township shall be set at the amount of \$7.85 per 1,000 gallons of water used in the year 2020 as certified by Aqua.

**Section 4.** Repealer. All ordinance or parts of ordinances which are inconsistent herewith are hereby repealed.

**Section 5.** Severability. If any section, paragraph, sub-section, clause or provision of this Ordinance shall be declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part thereof other than that portion specifically declared invalid.

**Section 6.** Effective Date. This Ordinance shall become effective in accordance with the Radnor Township Home Rule Charter.

***ENACTED AND ORDAINED*** this 23<sup>rd</sup> day of November, 2020

RADNOR TOWNSHIP

By: \_\_\_\_\_  
Name: Jack Larkin  
Title: President

ATTEST: \_\_\_\_\_  
Name: William M. White  
Title: Township Manager / Secretary

**ORDINANCE NO. 2020-24**

**AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY,  
PENNSYLVANIA, AMENDING CHAPTER 162 BY ADOPTING THE  
CONSOLIDATED FEE SCHEDULE FOR CALENDAR YEAR 2021**

**Section 1.** The Township of Radnor incurs costs and expenses in processing various permits and licenses through its various departments.

**Section 2.** Section §104-7 False Alarms updated with Ordinance 2017-03 and the Fee Schedule is amended to reflect the corresponding fees.

**Section 3.** The Pennsylvania Municipalities Planning Code authorizes reasonable and necessary charges by the Township's professional consultants based upon its schedule established by ordinance or resolution.

*NOW, THEREFORE*, it is hereby *ENACTED* and *ORDAINED* that the Board of Commissioners of Radnor Township hereby adopts the attached 2021 Consolidated Fee Schedule effective January 1, 2021, and all ordinances or resolutions which are inconsistent are hereby repealed.

*BE IT FURTHER ENACTED* and *ORDAINED* that any revisions to the 2021 Consolidated Fee Schedule may be amended or revised by subsequent resolution of the Board of Commissioners.

*ENACTED AND ORDAINED* this 23<sup>rd</sup> day of November, A.D., 2020.

RADNOR TOWNSHIP

By: \_\_\_\_\_

Name: Jack Larkin

Title: President

ATTEST: \_\_\_\_\_

Name: William M. White

Title: Township Manager / Secretary

# Radnor Township



## PROPOSED LEGISLATION

**DATE:** November 23, 2020

**TO:** Board of Commissioners

**FROM:** Robert V. Tate, Jr., Finance Director

A handwritten signature in blue ink that reads "Robert V. Tate, Jr.".

**LEGISLATION:** Ordinance 2020-24 Adopting the Consolidated Fee Schedule (Chapter §162) for 2021

**LEGISLATIVE HISTORY:** Chapter §162 requires the Township to adopt a consolidated fee schedule. The last Fee Schedule Ordinance was adopted in December 2019, effective January 1, 2020. This Ordinance will replace the existing fee schedule in its entirety, effective January 1, 2021.

**PURPOSE AND EXPLANATION:** This Ordinance will replace the existing fee schedule in its entirety upon adoption, with the following highlights:

1. The Fee Schedule is not directly linked to the 2021 budget. The Ordinances will be considered at the same time, but that is more of a function of the calendar than any connection between the two processes.
2. Fee changes are highlighted in yellow and noted in each of the sections of the Fee Schedule under "Fee Change Narrative"

**FISCAL IMPACT:** There is no direct fiscal impact in passing this fee schedule.

**RECOMMENDED ACTION:** The Administration respectfully recommends that the Board introduce Ordinance 2020-24 at the November 23<sup>rd</sup> meeting, with an anticipated adoption at the December 14 meeting, making the replacement Consolidated Fee Schedule effective January 1, 2021.

**RESOLUTION NO. 2020-148**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, ADOPTING THE 2020 WAGE AND SALARY SCHEDULE PURSUANT TO THE RADNOR TOWNSHIP HOME RULE CHARTER**

*WHEREAS*, Section 6.01 of the Radnor Township Home Rule Charter states that compensation of department heads and administrative officers shall be fixed by the Manager, subject to the approval of the Board; and

*WHEREAS*, the Administrative Code establishes pay-setting practices based upon applicable Federal, State and Township laws; and

*WHEREAS*, the Board of Commissioners and the Fraternal Order of Police (FOP) entered into a collective bargaining agreement with Resolution 2014-49 adopted on May 19, 2014 and subsequently agreed to extend that agreement with Resolution 2017-52 adopted on March 13, 2017 which sets forth base wage increases of 2.75% for all uniformed police officers effective January 1, 2021; and

*WHEREAS*, the Board of Commissioners and the Radnor Association of Township Employees (RATE) entered into a collective bargaining agreement with Resolution 2017-51 adopted on March 13, 2017 that sets forth base wage increases of 2.75% for all RATE employees effective January 1, 2021; and

*WHEREAS*, the 2020 Comprehensive Budget includes base wage increases for all non-union full and part time employees of up to 2.75% which will be based on certain effective dates and each employees' performance at the discretion of the Township Manager.

*NOW, THEREFORE*, be it hereby *RESOLVED* that the Board of Commissioners of Radnor Township does hereby adopt the attached Exhibit A - Wage and Salary Schedule for fiscal year 2021.

*SO RESOLVED*, this 14<sup>th</sup> day of December, A.D. 2020.

RADNOR TOWNSHIP

By: \_\_\_\_\_  
Name: Jack Larkin  
Title: President

ATTEST: \_\_\_\_\_  
Name: William M. White  
Township Manager / Secretary

# Radnor Township



## PROPOSED LEGISLATION

**DATE:** December 14, 2020

**TO:** Board of Commissioners

**FROM:** Robert V. Tate, Jr., Finance Director

A handwritten signature in blue ink that reads "Robert V. Tate, Jr.".

**LEGISLATION:** Resolution 2020-148 establishing the 2021 Wage and Salary schedule for all Township employees.

**LEGISLATIVE HISTORY:** Previously, the Board of Commissioners adopted:

- FOP: Resolution 2014-49 approving a replacement contract agreement with the FOP which set forth a 2.75% wage increase for uniformed police officers
- FOP: Resolution 2017-52 extended the FOP Agreement by an additional three years through 2021
- RATE: Resolution 2017-51 was adopted which set forth wage increases of 2.75% for all RATE employees effective January 1, 2021
- Non-Union: The 2021 Comprehensive Budget, as proposed, includes appropriations for up to 2.75% wage increases for all full and part time non-union employees.

**PURPOSE AND EXPLANATION:** Pursuant to the Township's Home Rule Charter and Administrative Code, and in the interest of full transparency, Resolution 2020-148 authorizes the wage adjustments for Township employees.

Please note that increases for non-union staff will be "up to" 2.75% and will be based on each employee's performance evaluation, as determined by the Township Manager.

**FISCAL IMPACT:** The 2.75% increase will increase the Township's payroll and related expenses by approximately \$287,000 in 2021. This increase is built into the 2021 Comprehensive Budget, as proposed.

**RECOMMENDED ACTION:** The Administration respectfully recommends that the Board adopt this resolution at the December 14, 2020 Board of Commissioner meeting to allow enough time to incorporate any increases with the first pay in 2021.

# Radnor Township, PA

## 2021 Board Approved Budget

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### Organizational Charts

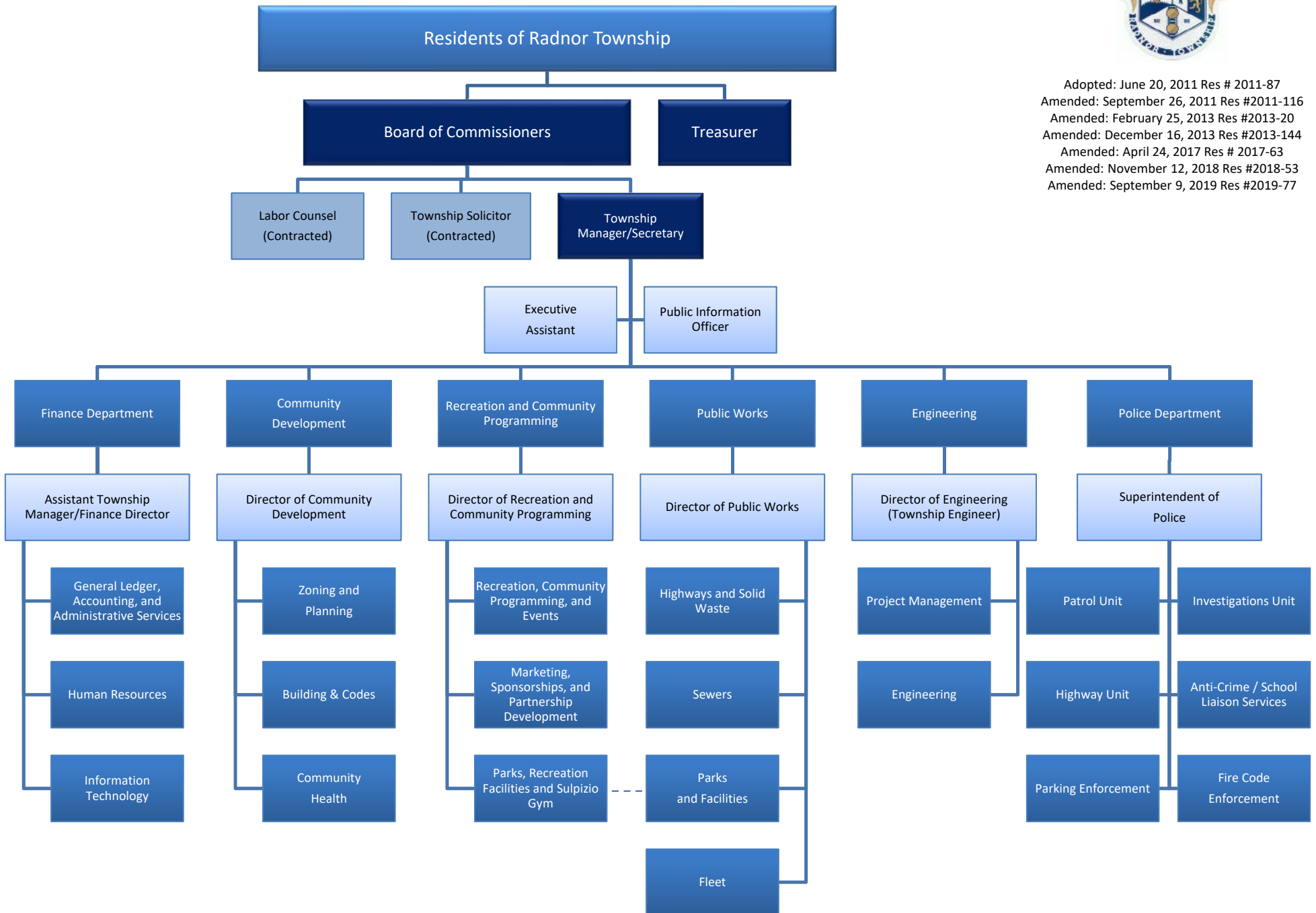
- Administrative Organizational Chart
- Fund Accounting Organizational Chart



# RADNOR TOWNSHIP ORGANIZATIONAL CHART

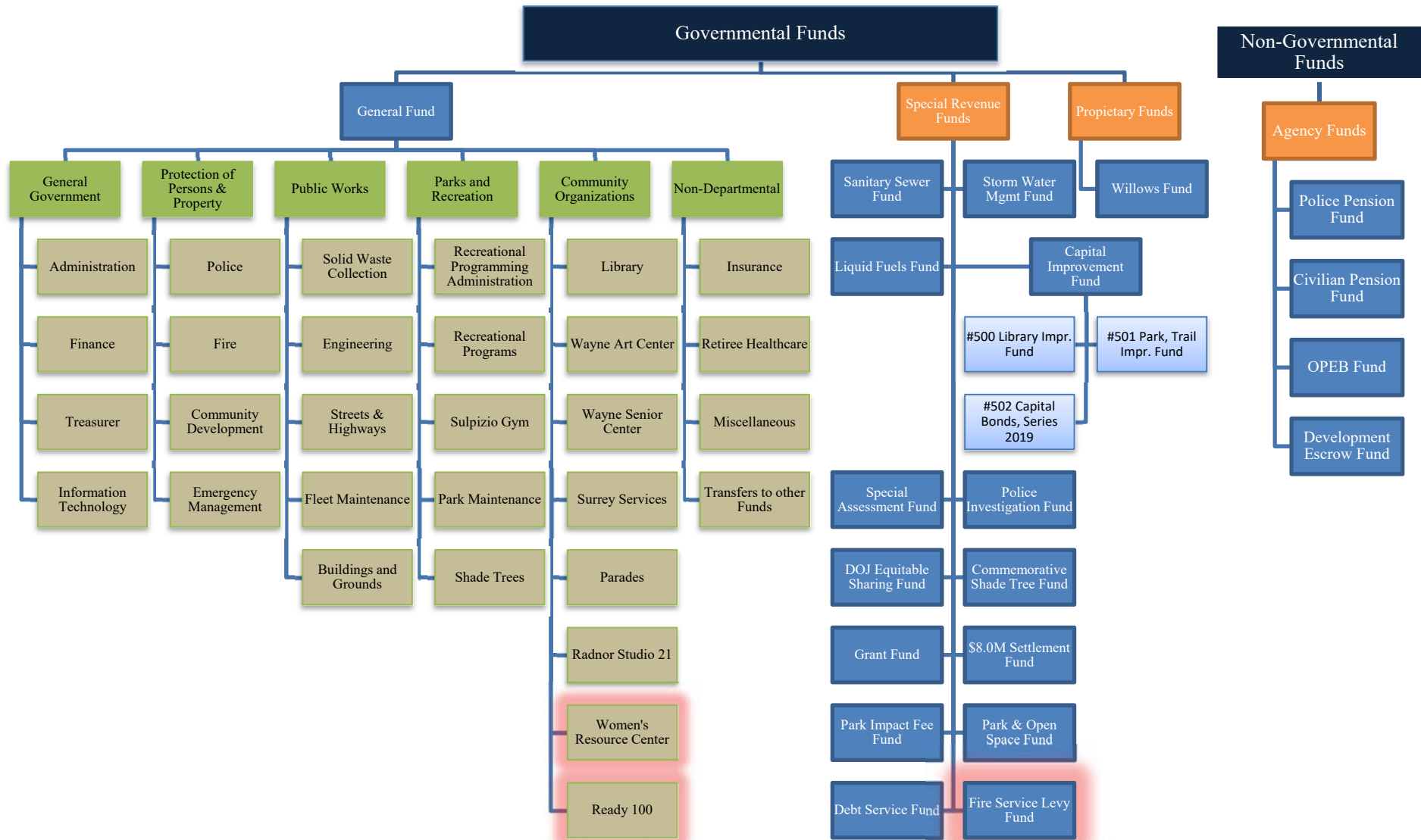


Adopted: June 20, 2011 Res # 2011-87  
 Amended: September 26, 2011 Res #2011-116  
 Amended: February 25, 2013 Res #2013-20  
 Amended: December 16, 2013 Res #2013-144  
 Amended: April 24, 2017 Res # 2017-63  
 Amended: November 12, 2018 Res #2018-53  
 Amended: September 9, 2019 Res #2019-77



# Radnor Township, PA

## Fund Accounting Organizational Chart



**Radnor Township, PA**  
**2021 Board Approved Budget**

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Departmental Budget Narratives

2021 Fund Budget Worksheets

Capital and Infrastructure Project list and Memo to the  
Board of Commissioners

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01



**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Administration Department

**Radnor Township, PA  
Administration Department  
2021 Operating Budget Narrative**



**Department Summary:**

The Administration Department consists of the Township Manager’s Office and the Public Information Office.

- **Township Manager’s Office:** The Township Manager is the Chief Administrative Officer of the Township. The Manager’s office coordinates the overall operations and functions of the entire Township. Administrative resources are provided to other departments when requested. The Manager is responsible to the Board of Commissioners for the execution of all policies established by it and for the administrative affairs of the Township placed in the Manager’s charge.
- **Public Information Office:** The Radnor Township Office of Public Information was created in 2019 with the mission to strive to create and maintain effective lines of communication between the government of Radnor, its employees, and the public it serves.

The PIO promotes awareness and understanding of the Township of Radnor by providing clear, timely and accurate information about its policies, programs and other activities to residents, business owners, employees and visitors. The office's main functions include:

- Public information dissemination
- Employee communications
- Community relations
- Special projects & events
- Media relations
- Crisis communications

**Goal:** To spread the good news of the Township as well as effectively communicate with multiple audiences in moments of need by utilizing various platforms when important events effect the community.

**Objective:** To know the audiences, target messaging to those audiences, and spark community pride. It is vital to be there when it matters most to prove inherent value to our community.

**Township Manager Service / Program Descriptions:**

Name	Description
Board of Commissioners Support	Staff works to prepare the agenda packets and other materials as needed by the Board. All subcommittee meetings are coordinated within the department. Research and documentation is provided to the Commissioners on various topics
Legal Support	The Township Solicitor works closely with the Manager, staff and Board to provide necessary legal advice and recommendation on various matters. Labor Counsel assists the department in contract negotiations, specialized personnel issues and other matters.

**Radnor Township, PA  
Administration Department  
2021 Operating Budget Narrative**



**Public Information Office Service / Program Descriptions:**

Name	Description
Oversight and operation of the township's website	The Township's website ( <a href="http://www.radnor.com">www.radnor.com</a> ) provides information to residents and customers on a 24/7 basis. The website also offers options to pay online for open truck request, delinquent sewer payments, incident and accident police reports, and rear yard trash pickup while township offices are closed. A weekly newsletter is also distributed which includes information about upcoming events and timely news items.
Oversight and operation of the township's government access channel	RTV, the Township's government access channel, operates to keep residents informed of the township services, programs and activities through its electronic bulletin board and videos. In addition to videotaping and airing all township board meetings live, replaying videotaped meetings, RTV also produces original programming such as Radnor Health Matters and Radnor 411, which highlights each township department and their current operations. RTV will also be producing an end-of-the-year State of the Township program.

**Line Item Descriptions:**

Line Item	Description
Office Supplies	Items that are needed during the year such as paper, binders, clips, etc.
Postage	All postage for the Township mailings are reported on this line.
Advertising and Printing	All legal advertisement costs; Any special mailings that require printing services.
Professional Development	Training, conferences, and other needs to support and enhance staff education.
Dues & Subscriptions	Membership fees for ICMA.
Legal Services – General	Township Solicitor fees for legal services provided to the Township for the calendar year.
Legal Services – Special	Labor counsel services on various matters and continued costs related to the former Township Manager investigation as well as any special legal services on an as needed basis.
Minor Office Equipment	Replacement parts or small office equipment replacement parts.



Projection 21001 - 2021 Operating Budget  
 Fund 001 - GENERAL FUND  
 Account Status Active  
 Departments 400 - ADMINISTRATION

Expense	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>00000 - ADMINISTRATION</b>	<b>970,001</b>	<b>976,987</b>	<b>950,928</b>	<b>1,030,467</b>	<b>949,374</b>	<b>994,516</b>
40 - WAGES & COMPENSATION	284,765	289,811	292,127	292,243	317,222	293,057
40010 - SALARIES-REGULAR	284,765	289,811	292,127	292,243	314,522	287,347
40020 - SALARIES-OVERTIME	-	-	-	-	-	-
40030 - SALARIES-LONGEVITY	-	-	-	-	2,700	5,575
40031 - SALARIES-SICK PAY INCENTIVE	-	-	-	-	-	35
40032 - SALARIES-MED EXP REIMB	-	-	-	-	-	100
41 - PAYROLL LIABILITIES	66,341	51,666	51,805	45,361	76,051	74,042
41010 - SOCIAL SECURITY TAXES	18,378	18,975	19,433	18,590	22,454	19,820
41021 - WORKERS COMPENSATION	1,913	1,881	1,754	2,209	1,336	2,304
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	11,662	11,060	11,425	7,382	-	22,167
41026 - MEDICAL INS PREMIUMS	32,289	17,767	17,014	14,793	49,849	27,513
41027 - GROUP LIFE & DISABILITY	2,100	1,983	2,180	2,387	2,412	2,238
42 - EMPLOYEE DEVELOPMENT	2,984	1,789	5,473	3,650	2,165	3,000
42040 - PROFESSIONAL DEVELOPMENT	169	353	4,110	750	314	500
42041 - DUES & SUBSCRIPTIONS	2,815	1,436	1,364	2,900	1,851	2,500
43 - SUPPLIES & MATERIALS	3,454	3,632	6,697	4,000	2,082	3,500
43040 - OFFICE SUPPLIES	2,809	2,211	1,828	2,000	1,088	2,000
43045 - POSTAGE	645	1,421	4,870	2,000	994	1,500
44 - CONTRACT SERVICES	583,892	587,454	488,472	524,185	398,161	408,100
44010 - ADVERTISING & PRINTING	14,410	27,495	30,599	35,575	14,765	20,000
44110 - CONTRACTED SVS-GENERAL	29,406	25,142	20,451	40,000	20,768	22,100
44210 - LEGAL SVS-GENERAL	245,703	260,687	207,606	266,067	170,882	216,000
44211 - LEGAL SVS-SPECIAL	294,372	274,130	229,816	182,543	191,746	150,000
45 - UTILITIES	508	688	426	500	918	500
45022 - COMMUNICATIONS	508	688	426	500	918	500
48 - CAPITAL OUTLAY	1,343	1,146	3,045	500	1,962	2,500
48100 - MINOR OFFICE EQUIPMENT	1,343	1,146	3,045	500	1,962	2,500
50 - MISCELLANEOUS	26,714	40,800	34,937	39,207	35,681	25,000
50010 - MISCELLANEOUS	26,714	40,800	34,937	39,207	35,681	25,000
<b>40001 - PUBLIC INFORMATION OFFICE</b>	<b>-</b>	<b>-</b>	<b>67,944</b>	<b>120,821</b>	<b>115,132</b>	<b>184,817</b>
40 - WAGES & COMPENSATION	-	-	57,853	101,037	102,262	103,815
40010 - SALARIES-REGULAR	-	-	45,576	77,063	80,622	79,182
40011 - SALARIES-PART TIME	-	-	12,276	23,974	21,640	24,633
41 - PAYROLL LIABILITIES	-	-	4,532	9,434	11,249	37,202
41010 - SOCIAL SECURITY TAXES	-	-	4,426	7,729	7,773	7,941
41021 - WORKERS COMPENSATION	-	-	106	787	476	809
41026 - MEDICAL INS PREMIUMS	-	-	-	-	3,000	27,513
41027 - GROUP LIFE & DISABILITY	-	-	-	918	-	939
42 - EMPLOYEE DEVELOPMENT	-	-	2,724	850	-	600
42040 - PROFESSIONAL DEVELOPMENT	-	-	2,724	750	-	500
42041 - DUES & SUBSCRIPTIONS	-	-	-	100	-	100
43 - SUPPLIES & MATERIALS	-	-	-	500	-	500
43040 - OFFICE SUPPLIES	-	-	-	500	-	500
44 - CONTRACT SERVICES	-	-	450	7,000	552	41,000
44010 - ADVERTISING & PRINTING	-	-	140	1,000	-	1,000
44031 - UNIFORMS	-	-	262	-	262	-
44110 - CONTRACTED SVS-GENERAL	-	-	48	6,000	290	40,000
45 - UTILITIES	-	-	786	1,500	1,069	1,200

Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	400 - ADMINISTRATION

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
45022 - COMMUNICATIONS	-	-	786	1,500	1,069	1,200
48 - CAPITAL OUTLAY	-	-	1,600	500	-	500
48100 - MINOR OFFICE EQUIPMENT	-	-	1,600	500	-	500
<b>Net (Revenue) / Expenditures</b>	<b>\$ 970,001</b>	<b>\$ 976,987</b>	<b>\$ 950,928</b>	<b>\$ 1,030,467</b>	<b>\$ 949,374</b>	<b>\$ 994,516</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Finance Department

**Radnor Township, PA  
Finance Department  
2021 Operating Budget Narrative**



**Department Summary:**

The Finance Department is made up of three divisions: Accounting/Reporting, Human Resources and Information Technology. Accounting/Reporting and Human Resources are accounted for within this narrative / department. Accounting/Reporting is responsible for the accounting of, reporting of and daily management of all the financial affairs of the Township. These responsibilities include accounting for the Township’s assets, liabilities and net position as well as managing revenues, expenditures, the treasury of the Township. Finance’s responsibilities also include compliance with the regulations set forth in our Home Rule Charter regarding independent audits, internal controls, revenue collection, budgeting and spending compliance. Finance also manages the Township’s liability insurance, grant accounting, bid/contract program and Right to Know requirements. Further, Finance oversees the Human Resource function for all active and retired employees.

**Service / Program Descriptions:**

Name	Description
Accounting	The Finance Department is required to maintain accurate and comprehensive accounting for all the Financial activity of the Township for all Township Departments.
Financial Reporting	The Finance Department serves as the sole resource for all the financial reporting requirements of the Township. Annually, the Department prepares and submits an annual report in compliance with GAAP.
Budgeting	The Finance Department oversees the annual budget process. Additionally, in conjunction with the other accounting related functions of the department, the Finance Department is responsible for monitoring the annual budget for compliance.
Human Resources	The Township has one full-time HR Coordinator in addition to oversight from the Finance Director. Human Resources is responsible for all of the benefit management for all active and retired personnel, as well as assisting departments with any personnel matters. Further, HR oversees the processing of the Township’s bi-weekly payroll for active employees and monthly benefit payrolls for retirees.
Switchboard	The Finance Department took over staffing and all responsibilities regarding the switchboard in 2018. Currently, we have two part-time employees who cover the switchboard during Township hours. During coverage gaps, the Finance employees cover the board.
Payroll	The Finance Department processes the Township’s bi-weekly payroll for all the active employees as well as the monthly payroll for the retirees (participating in the Township’s civilian or police pension plans).

**Radnor Township, PA  
Finance Department  
2021 Operating Budget Narrative**



Name	Description
Accounts Payable	The Finance Department processes all of the accounts payable transactions generated through the daily activities of all Township departments.
Debt Service Requirements	The Finance Department maintains all Township debt service responsibilities including payment, record keeping, assessments, future planning and required continuing disclosure.
Revenue Collection	The Finance Department oversees the billing and collection of the Real Estate Taxes (as directed by the Treasurer), Sewer Rent billing and parking permits as stipulated by the various agreements that exists.
Audit Compliance	As required by State Law, the Finance Department works with our independent auditors in the completion of an annual financial audit.
Insurance Management	The Finance Department is responsible for procuring the necessary insurance policies as they related to general liability, building, vehicle, employee practice, pension management, workers compensation and other insurance related items. In addition to purchasing the insurance, Finance oversees claim management with the various departments.
Grant Management	The Finance Department manages all of the grant activity that the Township is involved in. Specifically, we work with the various departments and/or civic organizations in coordinating grant requirements, reporting requirements, and accounting requirements.
Right To Know	The Finance Department manages all Right to Know requests, coordinating the communications and responses with the requestor, working with the solicitor and with various departments in complying with all public requests for records.

**Line Item Descriptions:**

Line Item	Description
Professional Development	This accounts for the membership costs for the various organizations such as ICMA, GFOA, AICPA, PICPA and PBPMTCa along with any required continuing education requirements.
Dues & Subscriptions	This will account for various publication subscriptions such as governing periodicals and relevant journals

**Radnor Township, PA  
Finance Department  
2021 Operating Budget Narrative**



Contractual Services	This will account for the Township’s Act 511 software, financial accounting software, ADP processing (Retiree Payroll), grant software, and other items.
Professional Services	This will account for engagements with the independent accounting firm, our annual DCED filing requirements, GFOA application fee, any non-pension specific actuarial work with Mockenhaupt, and any non-bond specific legal guidance from Cozen O’Connor (bond counsel).
Act 511 Legal / Audit Services	This accounts for the Township’s related costs for legal / audit services relating to our administration of the Act 511 taxes.
Minor Office Equipment	This accounts for the various small items that are needed by the department such as calculators, staplers, keyboards, monitors, etc.

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Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	401 - FINANCE

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>\$ (27,383,018)</b>	<b>\$ (27,787,851)</b>	<b>\$ (26,612,056)</b>	<b>\$ (29,623,188)</b>	<b>\$ (25,941,026)</b>	<b>\$ (27,780,311)</b>
<b>40101 - ACCOUNTING &amp; REPORTING</b>	<b>(13,921,288)</b>	<b>(13,918,751)</b>	<b>(14,610,576)</b>	<b>(15,784,188)</b>	<b>(15,216,477)</b>	<b>(15,309,311)</b>
01 - REAL ESTATE TAX	(12,474,657)	(12,557,190)	(13,230,107)	(14,181,688)	(13,741,774)	(14,062,311)
30010 - CURRENT YEAR-DISCOUNT	232,129	231,313	244,206	259,000	256,390	260,000
30020 - CURRENT YEAR-FACE	(12,480,013)	(12,498,062)	(13,229,371)	(14,089,688)	(13,776,065)	(14,002,311)
30021 - PREPAYMENT FACE	-	-	-	-	-	-
30030 - CURRENT YEAR-PENALTY	(30,392)	(37,170)	(43,412)	(41,000)	(50,438)	(45,000)
30200 - PRIOR YEAR	(72,425)	(155,874)	(89,709)	(113,000)	-	(90,000)
30300 - DELINQUENT	(99,861)	(47,944)	(104,971)	(132,000)	(106,905)	(120,000)
30400 - INTERIM	(24,096)	(49,453)	(6,850)	(65,000)	(64,757)	(65,000)
05 - INTEREST AND RENTS	(328,308)	(286,547)	(379,253)	(350,000)	(256,964)	(250,000)
30140 - INTEREST EARNINGS	(203,498)	(173,994)	(255,948)	(210,000)	(131,443)	(115,000)
30240 - PROPERTY AND EQUIPMENT REN'	(124,810)	(112,553)	(123,305)	(140,000)	(125,521)	(135,000)
06 - GRANTS AND GIFTS	(991,884)	(948,155)	(932,771)	(1,050,000)	(800,665)	(925,000)
30150 - PAYMENT IN LIEU OF TAXES	(83,419)	(46,611)	(49,206)	(55,000)	(59,431)	(50,000)
30250 - PUB UTLTY REALTY-STATE SHARE	-	(27,353)	(24,877)	(30,000)	-	(25,000)
30350 - FEDERAL STATE CNTY GRANTS	(169,157)	(147,511)	(70,131)	(175,000)	(2,659)	(100,000)
30430 - STATE PENSION AID	(739,309)	(726,680)	(788,557)	(790,000)	(738,575)	(750,000)
30540 - SHADE TREE CONTRIBUTIONS	-	-	-	-	-	-
30580 - SCHOOL GROUNDS MAINT AGREE	-	-	-	-	-	-
10 - REFUNDS AND MISCELLA	(126,438)	(126,859)	(68,444)	(202,500)	(417,074)	(72,000)
30270 - SALE OF PROPERTY AND EQUIPMI	-	-	-	-	(42,920)	-
30370 - MISCELLANEOUS	(68,194)	(70,085)	(17,020)	(150,000)	(322,967)	(20,000)
30470 - ADVERTISING & SPONSORSHIP FE	(1,500)	(250)	-	(1,000)	(5)	(1,000)
30570 - CASH OVER/(SHORT)	82	5	(4)	-	(275)	-
30710 - FEDERAL MEDICAL SUBSIDY	(56,827)	(56,529)	(51,419)	(51,500)	(50,908)	(51,000)
11 - DEBT PROCEEDS	-	-	-	-	-	-
30970 - NOTE PROCEEDS	-	-	-	-	-	-
<b>40102 - ACT 511</b>	<b>(13,461,731)</b>	<b>(13,869,100)</b>	<b>(12,001,480)</b>	<b>(13,839,000)</b>	<b>(10,724,548)</b>	<b>(12,471,000)</b>
02 - ACT 511 ENABLING TAX	(13,461,731)	(13,869,100)	(12,001,480)	(13,839,000)	(10,724,548)	(12,471,000)
30110 - REALTY TRANSFER TAXES	(2,461,911)	(2,704,907)	(3,050,752)	(2,694,000)	(2,456,130)	(2,700,000)
30210 - MERCANTILE TAXES	(1,124,246)	(1,556,282)	(1,309,500)	(1,441,000)	(996,194)	(1,250,000)
30211 - MERCANTILE TAXES-DISCOVERY	(2,183)	(36,388)	35,095	(1,000)	-	(1,000)
30310 - LOCAL SERVICES TAX	(1,033,643)	(1,018,904)	(977,938)	(1,088,000)	(761,923)	(1,000,000)
30410 - AMUSEMENT TAX	(11,953)	(15,865)	(15,890)	(20,000)	(8,009)	(15,000)
30510 - BUSINESS PRIVILEGE TAXES	(8,769,769)	(7,979,530)	(6,607,831)	(8,040,000)	(6,453,026)	(7,250,000)
30511 - BUSINESS PRIVILEGE TAXES-DISCV	(56,397)	(22,802)	5,261	(5,000)	(34,544)	(5,000)
31210 - MERCANTILE TAX-AUDIT	-	(71,906)	(79,925)	(100,000)	-	(25,000)
31510 - BUSINESS PRIVILEGE-AUDIT	(1,630)	(462,515)	-	(450,000)	(14,722)	(225,000)
31610 - BUINESS TAX ATTORNEY RECOVERI	-	-	-	-	-	-
<b>Expense</b>	<b>\$ 1,008,990</b>	<b>\$ 1,110,517</b>	<b>\$ 1,089,799</b>	<b>\$ 1,092,960</b>	<b>\$ 931,941</b>	<b>\$ 1,117,633</b>
<b>40101 - ACCOUNTING &amp; REPORTING</b>	<b>900,902</b>	<b>847,330</b>	<b>845,265</b>	<b>771,771</b>	<b>640,527</b>	<b>730,092</b>
40 - WAGES & COMPENSATION	562,038	523,811	573,733	509,633	418,245	462,910
40010 - SALARIES-REGULAR	548,989	507,989	535,501	389,049	329,174	338,514
40011 - SALARIES-PART TIME	-	772	21,167	104,742	70,887	107,623
40030 - SALARIES-LONGEVITY	12,149	14,057	16,025	14,942	17,075	15,873
40031 - SALARIES-SICK PAY INCENTIVE	734	792	840	734	910	734
40032 - SALARIES-MED EXP REIMB	166	200	200	166	200	166
41 - PAYROLL LIABILITIES	251,469	227,965	210,464	187,188	126,991	176,982
41010 - SOCIAL SECURITY TAXES	40,914	37,437	41,315	35,619	31,065	33,316
41021 - WORKERS COMPENSATION	3,701	3,640	3,867	5,148	3,113	5,453
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	66,062	52,186	53,088	43,786	-	35,314
41026 - MEDICAL INS PREMIUMS	136,015	130,168	107,458	96,722	89,020	96,896
41027 - GROUP LIFE & DISABILITY	4,777	4,533	4,736	5,913	3,792	6,003
42 - EMPLOYEE DEVELOPMENT	4,554	6,284	3,300	2,500	3,392	4,000

Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	401 - FINANCE

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
42040 - PROFESSIONAL DEVELOPMENT	3,484	4,640	673	500	1,842	2,000
42041 - DUES & SUBSCRIPTIONS	1,070	1,644	2,627	2,000	1,550	2,000
43 - SUPPLIES & MATERIALS	8,440	7,639	12,803	8,500	6,342	7,500
43040 - OFFICE SUPPLIES	3,491	2,403	6,597	3,500	1,647	2,500
43045 - POSTAGE	4,950	5,235	6,206	5,000	4,696	5,000
44 - CONTRACT SERVICES	74,227	80,829	44,805	62,950	84,978	76,200
44020 - INSURANCE-EMPLOYEE BOND	2,119	2,119	2,119	2,200	4,238	2,200
44080 - CREDIT CARD FEES	1,118	320	371	750	20,246	20,000
44110 - CONTRACTED SVS-GENERAL	44,788	36,967	7,621	50,500	27,494	20,000
44212 - PROFESSIONAL SERVICES	26,202	41,422	34,695	9,500	33,000	34,000
45 - UTILITIES	-	-	-	-	579	-
45022 - COMMUNICATIONS	-	-	-	-	579	-
48 - CAPITAL OUTLAY	173	803	159	1,000	-	2,500
48100 - MINOR OFFICE EQUIPMENT	173	803	159	1,000	-	2,500
<b>40102 - ACT 511</b>	<b>96,276</b>	<b>215,501</b>	<b>184,646</b>	<b>189,880</b>	<b>187,336</b>	<b>288,879</b>
40 - WAGES & COMPENSATION	10,658	48,481	43,404	57,159	31,051	148,108
40010 - SALARIES-REGULAR	10,658	48,481	41,764	42,944	17,875	112,203
40011 - SALARIES-PART TIME	-	-	1,639	14,215	13,175	35,905
41 - PAYROLL LIABILITIES	806	3,671	3,200	2,986	2,352	11,331
41010 - SOCIAL SECURITY TAXES	806	3,671	3,200	2,986	2,352	11,331
44 - CONTRACT SERVICES	84,812	163,349	138,042	129,735	153,933	129,440
44110 - CONTRACTED SVS-GENERAL	16,620	33,240	39,990	28,500	37,365	33,240
44213 - ACT 511-LEGAL SERVICES	21,562	18,936	18,356	10,548	24,263	20,000
44214 - ACT 511-AUDIT EXPENSE	28,017	102,104	79,697	85,687	64,391	75,000
44215 - ACT 511-DISCOVERY SVS	18,613	9,069	-	5,000	27,914	1,200
<b>40103 - HUMAN RESOURCES</b>	<b>11,811</b>	<b>47,686</b>	<b>59,888</b>	<b>131,309</b>	<b>104,078</b>	<b>98,662</b>
40 - WAGES & COMPENSATION	10,981	41,883	49,153	122,089	94,517	89,034
40010 - SALARIES-REGULAR	10,981	41,883	49,153	122,089	94,517	89,034
40011 - SALARIES-PART TIME	-	-	-	-	-	-
41 - PAYROLL LIABILITIES	830	3,165	3,629	9,220	7,121	7,128
41010 - SOCIAL SECURITY TAXES	830	3,165	3,629	9,220	7,121	7,128
43 - SUPPLIES & MATERIALS	-	266	250	-	-	-
43040 - OFFICE SUPPLIES	-	266	250	-	-	-
44 - CONTRACT SERVICES	-	2,373	6,857	-	2,439	2,500
44112 - CONTRACTED SVS-SPECIAL	-	2,373	6,857	-	2,439	2,500
44210 - LEGAL SVS-GENERAL	-	-	-	-	-	-
<b>Net (Revenue) / Expenditures</b>	<b>\$ (26,374,029)</b>	<b>\$ (26,677,334)</b>	<b>\$ (25,522,256)</b>	<b>\$ (28,530,228)</b>	<b>\$ (25,009,085)</b>	<b>\$ (26,662,678)</b>



**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Elected Treasurer

**Radnor Township, PA  
Treasurer [Elected] Department  
2021 Operating Budget Narrative**



**Department Summary:**

Office of the Treasurer and Township Real Estate Tax Collector

**Service / Program Descriptions:**

Name	Description
Office of the Treasurer	Primary responsibility is the collection of Real Estate Taxes. Receive all Township taxes, revenues, fines and fees- keep records of receipts. Disburse funds, surcharge any shortages or actions that cause a financial loss to the Township. Maintain communication with the BOC and with the County. The foregoing is assisted by one Township employee working in the Finance Department.

**Line Item Descriptions:**

Line Item	Description
Office Supplies	Obtain tax bills from County, supply envelopes to County
Postage	Mailing of tax bills, certifications to Title Companies
Dues & Subscriptions	State and County Tax Collector Association and education requirement credits (6 Hours)
Bond Premium	Surety Bond equal to half of total Real Estate Tax bills
Contractual Services	Cost associated with Pentamation Computer services (as they relate to the Real Estate tax module)
Minor Office Equipment	Computer, printer and one regular office

Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	402 - TREASURER

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Expense</b>	<b>\$ 37,092</b>	<b>\$ 37,406</b>	<b>\$ 34,755</b>	<b>\$ 37,534</b>	<b>\$ 31,341</b>	<b>\$ 34,584</b>
<b>00000 - ADMINISTRATION</b>	<b>37,092</b>	<b>37,406</b>	<b>34,755</b>	<b>37,534</b>	<b>31,341</b>	<b>34,584</b>
40 - WAGES & COMPENSATION	26,000	26,000	26,000	26,000	25,000	26,000
40010 - SALARIES-REGULAR	26,000	26,000	26,000	26,000	25,000	26,000
41 - PAYROLL LIABILITIES	2,121	2,158	2,148	2,184	2,031	2,184
41010 - SOCIAL SECURITY TAXES	1,950	1,989	1,989	1,989	1,913	1,989
41021 - WORKERS COMPENSATION	171	169	159	195	118	195
42 - EMPLOYEE DEVELOPMENT	70	274	35	100	-	-
42041 - DUES & SUBSCRIPTIONS	70	274	35	100	-	-
43 - SUPPLIES & MATERIALS	5,923	4,375	3,899	5,200	4,303	4,500
43040 - OFFICE SUPPLIES	1,602	150	-	1,200	-	-
43045 - POSTAGE	4,321	4,225	3,899	4,000	4,303	4,500
44 - CONTRACT SERVICES	2,783	4,599	2,673	3,800	8	1,900
44020 - INSURANCE-EMPLOYEE BOND	-	-	-	1,000	125	500
44110 - CONTRACTED SVS-GENERAL	2,783	4,599	2,673	2,800	(118)	1,400
48 - CAPITAL OUTLAY	194	-	-	250	-	-
48100 - MINOR OFFICE EQUIPMENT	194	-	-	250	-	-
<b>Net (Revenue) / Expenditures</b>	<b>\$ 37,092</b>	<b>\$ 37,406</b>	<b>\$ 34,755</b>	<b>\$ 37,534</b>	<b>\$ 31,341</b>	<b>\$ 34,584</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Information Technology

**Radnor Township, PA  
Information Technology Department  
2021 Operating Budget Narrative**



**Department Summary:**

The Information Technology is part of the Finance Department and is responsible for overseeing the Township's computer, network, security, telecommunications, and other information systems and technology-related operations. The Information Technology department also oversees all aspects of building maintenance and security for the township municipal building including fire, intrusion, video, and uninterruptible power supply systems.

**Service / Program Descriptions:**

Name	Description
Information Technology infrastructure	The Information Technology system consists of the entire network infrastructure including servers, PCs, telephone and voicemail, and fire, security (intrusion and video) systems. Desktop PCs are configured and repaired in-house with network and server management provided by Alura Business Solutions.
Support of the various departments' applications	The Information Technology department supports township application's developed in-house (using existing software applications) and contracted software. In-house applications include applications for the Finance, Business Tax, Engineering, Community Development, Police, Public Works Departments, and the Treasurer. The Information Technology Department also provides 24/7/365 support of the Police Records Management System (RMS).
Support of the external devices	The Information Technology department supports and maintains external devices including printers (user and networked), digital cameras, scanners, networked copiers, and fax machines.
Support of employee technology-related requests and training	Assist all township staff in their requests for help with technology-related issues, such as desktop applications or external devices.
Support of township issued cell phones	The Information Technology department supports and maintains all township-issued cell phones and other types of other mobile devices including laptops, tablets, and mobile data terminals in Police vehicles.
Support of the Police Department's communications system.	The Information Technology Department supports the Police Department's various communications components including all radio equipment and infrastructure, and the CLEAN system operated by the Pennsylvania State Police.
Provide building maintenance of the municipal building	The IT department oversees all Township building maintenance issues including HVAC, plumbing, lighting, door access system and other general building maintenance tasks. The department also provides building maintenance and support for its tenant(s).
Oversight of township's security systems	The Information Technology department also oversees all aspects of security for the township municipal building including fire and intrusion alarm systems, video monitoring for Township facilities, and the uninterruptible power supply system for the Township Building. The department also oversees the security for the Radnor Activity Center and other Township properties.

**Radnor Township, PA  
Information Technology Department  
2021 Operating Budget Narrative**



**Line Item Descriptions:**

<b>Line Item</b>	<b>Description</b>
Office Supplies	Miscellaneous office items such as copier/printer paper, printer toner, pens, envelopes, storage boxes, folders, and binders.
Professional Development	Information Technology related continuing education books, training classes, seminars/webinars, and conferences.
Dues & Subscriptions	Membership to professional organizations and professional magazine subscriptions.
Operating Supplies	PC and server hardware parts and accessories, such as memory, hard drives, DVD drives, fans, network cards, and switches. Security system accessories, such as key fobs and ID cards.
Contractual Services	Maintenance and support services for the email system, website and domains, electronic document management system, electronic messaging service, on-line Code Updates and financial software.
Minor Office Equipment	Office equipment such as printers, scanners, and digital cameras.
Contracted Maintenance and Repairs	Technical support services for network and PC equipment.

Projection 21001 - 2021 Operating Budget  
 Fund 001 - GENERAL FUND  
 Account Status Active  
 Departments 404 - INFORMATION TECHNOLOGY

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>\$ (667,887)</b>	<b>\$ (725,084)</b>	<b>\$ (629,695)</b>	<b>\$ (652,000)</b>	<b>\$ (610,699)</b>	<b>\$ (662,000)</b>
<b>40401 - CABLE FRANCHISE</b>	<b>(667,887)</b>	<b>(725,084)</b>	<b>(629,695)</b>	<b>(652,000)</b>	<b>(610,699)</b>	<b>(662,000)</b>
03 - LICENSES & PERMITS	(611,827)	(725,084)	(629,695)	(652,000)	(610,624)	(662,000)
31220 - CABLE FRANCHISE FEES	(608,827)	(723,384)	(627,445)	(650,000)	(610,124)	(660,000)
31300 - FILM PERMIT	(3,000)	(1,700)	(2,250)	(2,000)	(500)	(2,000)
06 - GRANTS AND GIFTS	(56,059)	-	-	-	-	-
30500 - PUBLIC ACCESS GRANT	(56,059)	-	-	-	-	-
10 - REFUNDS AND MISCELLA	-	-	-	-	(75)	-
30770 - CONTRIBUTIONS	-	-	-	-	(75)	-
<b>Expense</b>	<b>\$ 379,670</b>	<b>\$ 419,510</b>	<b>\$ 424,336</b>	<b>\$ 282,081</b>	<b>\$ 326,714</b>	<b>\$ 306,248</b>
<b>00000 - NON-DIVISIONAL</b>	<b>344,984</b>	<b>289,885</b>	<b>348,728</b>	<b>281,460</b>	<b>304,670</b>	<b>283,948</b>
40 - WAGES & COMPENSATION	131,518	69,921	73,734	86,917	68,611	89,569
40010 - SALARIES-REGULAR	126,818	67,496	70,959	71,304	65,486	73,265
40011 - SALARIES-PART TIME	-	-	-	12,388	-	12,729
40030 - SALARIES-LONGEVITY	3,900	2,075	2,425	2,775	2,775	3,125
40031 - SALARIES-SICK PAY INCENTIVE	700	350	350	350	350	350
40032 - SALARIES-MED EXP REIMB	100	-	-	100	-	100
41 - PAYROLL LIABILITIES	72,663	55,856	55,244	23,522	14,981	24,179
41010 - SOCIAL SECURITY TAXES	9,821	5,291	5,580	6,650	5,196	6,852
41021 - WORKERS COMPENSATION	996	980	515	651	394	698
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	16,313	6,723	6,830	5,736	-	6,107
41026 - MEDICAL INS PREMIUMS	44,354	41,761	41,172	9,676	8,835	9,694
41027 - GROUP LIFE & DISABILITY	1,178	1,100	1,146	809	557	828
42 - EMPLOYEE DEVELOPMENT	129	657	360	3,000	-	1,000
42040 - PROFESSIONAL DEVELOPMENT	129	657	360	3,000	-	1,000
42041 - DUES & SUBSCRIPTIONS	-	-	-	-	-	-
43 - SUPPLIES & MATERIALS	7,826	5,301	6,909	14,251	5,144	8,000
43040 - OFFICE SUPPLIES	402	388	213	787	-	500
43045 - POSTAGE	-	-	-	-	-	-
43050 - OPERATING SUPPLIES	7,424	4,914	6,696	13,464	5,144	7,500
44 - CONTRACT SERVICES	130,128	119,936	177,195	112,536	184,224	125,000
44110 - CONTRACTED SVS-GENERAL	130,128	119,936	177,195	112,536	184,224	125,000
45 - UTILITIES	1,431	36,051	33,913	38,592	31,710	35,000
45022 - COMMUNICATIONS	1,431	36,051	33,913	38,592	31,710	35,000
46 - FLEET	1,015	1,773	1,373	1,793	-	1,200
46040 - CONTRACTED MAINT & RPRS	1,015	1,773	1,373	1,793	-	1,200
48 - CAPITAL OUTLAY	275	390	-	850	-	-
48100 - MINOR OFFICE EQUIPMENT	275	390	-	850	-	-
<b>40401 - CABLE FRANCHISE</b>	<b>34,686</b>	<b>129,624</b>	<b>75,608</b>	<b>621</b>	<b>22,044</b>	<b>22,300</b>
40 - WAGES & COMPENSATION	28,737	106,623	58,182	-	18,973	15,000
40010 - SALARIES-REGULAR	26,387	95,744	41,767	-	-	-
40011 - SALARIES-PART TIME	-	5,659	13,790	-	18,973	15,000
40030 - SALARIES-LONGEVITY	2,350	4,875	2,525	-	-	-
40031 - SALARIES-SICK PAY INCENTIVE	-	245	-	-	-	-
40032 - SALARIES-MED EXP REIMB	-	100	100	-	-	-
41 - PAYROLL LIABILITIES	2,170	14,806	11,860	-	1,451	1,300
41010 - SOCIAL SECURITY TAXES	2,170	8,034	4,392	-	1,451	1,300
41021 - WORKERS COMPENSATION	-	-	588	-	-	-
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	-	6,772	6,880	-	-	-
41026 - MEDICAL INS PREMIUMS	-	-	-	-	-	-

Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	404 - INFORMATION TECHNOLOGY

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
41027 - GROUP LIFE & DISABILITY	-	-	-	-	-	-
42 - EMPLOYEE DEVELOPMENT	-	127	100	-	-	-
42040 - PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
42041 - DUES & SUBSCRIPTIONS	-	127	100	-	-	-
43 - SUPPLIES & MATERIALS	2,416	3,633	3,870	467	-	4,500
43040 - OFFICE SUPPLIES	488	1,134	1,252	-	-	2,000
43045 - POSTAGE	-	-	-	-	-	-
43050 - OPERATING SUPPLIES	1,927	2,499	2,619	467	-	2,500
44 - CONTRACT SERVICES	463	989	1,596	154	1,620	1,500
44110 - CONTRACTED SVS-GENERAL	463	989	1,596	154	1,620	1,500
46 - FLEET	-	-	-	-	-	-
46040 - CONTRACTED MAINT & RPRS	-	-	-	-	-	-
48 - CAPITAL OUTLAY	900	3,445	-	-	-	-
48100 - MINOR OFFICE EQUIPMENT	900	3,445	-	-	-	-
<b>Net (Revenue) / Expenditures</b>	<b>\$ (288,217)</b>	<b>\$ (305,574)</b>	<b>\$ (205,359)</b>	<b>\$ (369,919)</b>	<b>\$ (283,985)</b>	<b>\$ (355,752)</b>



**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Public Works Building & Grounds

**Radnor Township, PA**  
**Public Works Department: Building & Grounds**  
**2021 Operating Budget Narrative**



**Department Summary:**

The Public Works Department is responsible for maintenance, repair, and capital projects for the Township’s infrastructure: streets, traffic signals, street lights, storm sewer, sanitary sewer, and bridges. In addition to infrastructure, the Public Works Department maintains the Township’s active and passive recreation facilities, the Radnor Trail, all Township owned facilities, as well as all Township owned vehicles.

Aside from the aforementioned maintenance and repair, the Public Works Department collects refuse, recycling, and yard waste from Township residents, as well leaf collection in the fall. The leaf collection program also includes the composting of the collected leaves at Skunk Hollow.

The Public Works Department is comprised of five divisions: Highway, Solid Waste, Parks Maintenance, Sewer, and Fleet Maintenance. Throughout the year, the men of the varying divisions work together to complete the tasks at hand, regardless of the division they are in. This is most noted in highway, sewer, and parks maintenance assisting in solid waste, leaf collection, and snow removal.

The mission of the Public Works Department is to provide the residents of Radnor Township with quality of life services regarding the proper maintenance and operation of the Township’s infrastructure, parks, facilities, solid waste and leaf collection activities.

**Service / Program Descriptions: Building & Grounds**

Name	Description
Buildings and Grounds	The Public Works staff maintains the Township Building, Public Works Facility, and the Radnor Activity Center at Sulpizio Gym.
Buildings and Grounds Maintenance and Repairs	This item involves repairs and maintenance of Township owned buildings: Radnor Memorial Library (exterior), the Senior Center (exterior), the Willows, the Willows Cottage, the Radnor Township Municipal Building, and the Public Works Facility.

**Line Item Descriptions: Building & Grounds**

Line Item	Description
Operating Supplies	This line item funds cleaning supplies (Home Depot, Contract Cleaners, Do It Best Hardware), light bulbs, and misc. supplies
Utilities	This item funds utilities; water and electric. (PECO, Aqua PA)
Communications	Internet, land lines, cell phones (Verizon, Sprint)

**Radnor Township, PA**  
**Public Works Department: Building & Grounds**  
**2021 Operating Budget Narrative**



Line Item	Description
Contractual Services	This line item funds items that include the postage meter, elevator inspection and maintenance, fuel management system, boiler certifications and fire extinguisher inspections, back- up annual inspection, etc. (TRAX)
Maintenance & Repair: Township Buildings	This line item funds any expense incurred for building maintenance plumbing, electrical, HVAC, roofing, generator, fencing. (Devon Plumbing, Fencoco, Slaughter Roofing, JJ White)
Minor Office Equipment	This line item funds fax machines, and other small items of office equipment.

Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	403 - BUILDING AND GROUNDS

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Expense</b>	<b>\$ 574,223</b>	<b>\$ 454,132</b>	<b>\$ 449,535</b>	<b>\$ 614,712</b>	<b>\$ 342,067</b>	<b>\$ 457,052</b>
<b>00000 - NON-DIVISIONAL</b>	<b>574,223</b>	<b>454,132</b>	<b>449,535</b>	<b>614,712</b>	<b>342,067</b>	<b>457,052</b>
40 - WAGES & COMPENSATION	128,213	23,224	16,652	11,991	16,485	12,400
40010 - SALARIES-REGULAR	64,072	17,650	14,627	11,191	15,283	12,000
40020 - SALARIES-OVERTIME	61,586	5,574	2,024	-	1,202	-
40030 - SALARIES-LONGEVITY	2,350	-	-	800	-	400
40031 - SALARIES-SICK PAY INCENTIVE	105	-	-	-	-	-
40032 - SALARIES-MED EXP REIMB	100	-	-	-	-	-
41 - PAYROLL LIABILITIES	71,036	14,363	2,748	5,366	1,634	2,082
41010 - SOCIAL SECURITY TAXES	9,521	1,750	1,262	857	1,245	1,000
41021 - WORKERS COMPENSATION	10,169	10,000	457	635	384	450
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	15,747	960	966	1,001	-	567
41026 - MEDICAL INS PREMIUMS	34,985	1,590	-	2,767	-	-
41027 - GROUP LIFE & DISABILITY	615	63	63	106	5	65
43 - SUPPLIES & MATERIALS	15,167	6,373	13,943	34,352	7,552	9,500
43050 - OPERATING SUPPLIES	15,167	6,373	13,943	34,352	7,552	9,500
44 - CONTRACT SERVICES	183,297	237,081	243,911	368,555	163,389	245,750
44032 - BOOT ALLOWANCE	-	-	-	-	-	-
44110 - CONTRACTED SVS-GENERAL	94,297	92,364	74,916	114,738	45,375	71,400
44118 - CLEANING CONTRACT	-	61,977	110,486	151,900	84,862	88,800
44310 - M&R-BLDGS.&FIXTURES	88,999	82,740	58,509	101,917	33,153	85,550
45 - UTILITIES	176,510	172,266	169,709	191,848	152,773	184,320
45010 - UTILITIES	132,269	142,478	138,835	149,710	119,667	149,210
45016 - UTILITIES-STORMWATER FEE	20,387	20,387	20,010	20,700	20,010	21,700
45022 - COMMUNICATIONS	23,854	9,402	10,865	21,438	13,096	13,410
48 - CAPITAL OUTLAY	-	824	2,572	2,600	234	3,000
48100 - MINOR OFFICE EQUIPMENT	-	824	2,572	2,600	234	3,000
<b>Net (Revenue) / Expenditures</b>	<b>\$ 574,223</b>	<b>\$ 454,132</b>	<b>\$ 449,535</b>	<b>\$ 614,712</b>	<b>\$ 342,067</b>	<b>\$ 457,052</b>

# Radnor Township, PA

## 2021 Board Approved Budget

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General Fund #01 | Police

**Radnor Township, PA  
Police Department  
2021 Operating Budget Narrative**



**Department Summary:**

Radnor Police Department provides twenty-four-hour police coverage within Radnor Township. The Radnor Police Department embraces community-oriented policing through many initiatives within our community. The current authorized staffing of the police department consists of 45 officers.

- 30 of these officers are the makeup of the patrol division.
- 4 Detectives and 3 Highway Patrol/Traffic Safety Officers compliment the patrol division.
- The Police Department also consists of a Supervisor of Parking and Auxiliary Services, two Administrative Assistants, Meter Enforcement Officers and ten school crossing guards.
- The Police Department maintains an integrity control officer an evidence technician who reports to the Special Operations Lieutenant.
- The RPD operates the Office of Emergency Management which includes a part-time civilian.
- The Police Department is also fortunate to have the Radnor Citizens Police Organization, Radnor Townwatch, Youth Aid Panel, and the Radnor Police Chaplains program which are volunteer residents that augment many of the functions of the Police Department. This in turn expands our full-service public safety organization to all residents and visitors of the Township of Radnor.

**Service / Program Descriptions:**

Name	Description
<b>Administration</b>	Police Administration personnel are responsible for the Command functions and fiscal management of the police department. There are also civilians responsible for various duties such as answering phone calls, processing of records and other paperwork, accepting monies for records and parking tickets, payroll, taking appointments, typing letters, Right-to-Know Act requests, kiosk card purchases, etc.
<b>Animal Control and Deer Management</b>	Animal complaints are handled through the patrol division and the Supervisor of Parking and Auxiliary Services. This includes dead deer removal, dangerous animal investigations, rabid animal investigations, and the Deer Management Program, which includes working with the USDA and the entire Community. In 2020, the township continued the sixth year of the deer culling. 149 deer were humanely culled thinning out large herds of deer throughout the township, and all meat is donated to local food banks. In 2021, as in 2020, a maintenance program is requested to retain control the number of deer in the township. Since the inception of this program, deer incidents have been reduced dramatically.
<b>Bike Patrol</b>	Provides a mobile, efficient way to patrol the Wayne Business District and other targeted areas along with the Radnor Trail. The bike patrol officer integrates the officer into community-oriented policing and community relations through high visibility and ease of contact with the officer.

**Radnor Township, PA  
Police Department  
2021 Operating Budget Narrative**



<p><b>Civilian Emergency Response Training (C.E.R.T)</b></p>	<p>The Department trains civilians with skills in basic first aid, CPR, traffic control, National Incident Management System (N.I.M.S), hazmat and other items which may be required in a community emergency. The Department maintains a list of the trained personnel in case of a wide spread disaster or need. The most recent CERT class was sponsored by Radnor Police in October and November of 2016. Additional CERT classes will be held in 2021 notwithstanding current Covid-19 restrictions. C.E.R.T. also works with Delaware County as well.</p>
<p><b>Crossing Guards</b></p>	<p>The crossing guards are assigned and supervised by the Supervisor of Parking and Auxiliary Services. There are ten school crossing posts staffed throughout the Township. Training is also incorporated in this program.</p>
<p><b>Detective Bureau</b></p>	<p>The Detective Bureau provides investigation, crime scene processing and possible prosecution for simple and complex criminal cases. Detectives will provide home and business security assessments if requested. Secondary functions include civilian fingerprinting criminal record expungements, computer and cell phone forensic extractions, evidence room management and vendor background investigations. The Detective Bureau participates in high profile community awareness meetings and seminars such as cyber-bullying, cyber-crimes and school related violence as examples throughout the year.</p>
<p><b>Emergency Alert System</b></p>	<p>The police department continues to provide crime alerts and information via electronic means such as e-mail, crime alerts, or phone text and monthly Chief’s report.</p>
<p><b>Major Incident Response Team (M.I.R.T.)</b></p>	<p>Established at the county level, there are ten Radnor Officers who are mobile field force trained and are members of the Delaware County M.I.R.T. This team responds to large scale, critical incidents such as demonstrations, hazmat incidents, and dignitary protection. All equipment and training events are funded through Department of Homeland Security Grants. Member officers of this team are trained in the recognition of chemical, biological, radiological, and nuclear devices and agents. Past events that Radnor MIRT Officers participated in include activation at the Philadelphia International Airport to assist Philadelphia Police with immigration protests, at Villanova University due to an appearance of a controversial political science speaker, and assisted with Villanova University for the Final Four and NCAA Championship games.</p>
<p><b>Patrol Division</b></p>	<p>The majority of the Police Department is comprised of the Patrol Division. Over 30 individuals are responsible for providing basic police services twenty-four hours a day. The additional duties carried out by the patrol division which are above and beyond conventional police duties are: vacant house checks, school visits, bank checks, community talks, business checks in the business districts, and targeted enforcement activities.</p>

**Radnor Township, PA  
Police Department  
2021 Operating Budget Narrative**



<p><b>S.W.A.T.</b></p>	<p>The Radnor Police Department operates as a member of the regional Delaware County S.W.A.T. team. There are currently five officers and three hostage negotiators assigned to this regional team.</p>
<p><b>Highway Patrol/Traffic Safety/ Motor Carrier Safety Patrol</b></p>	<p>A versatile unit within the Police Department assigned to address various issues within the Township. As the name implies, the unit is responsible primarily for the enforcement and education of traffic safety within the Township. Highway Patrol/Traffic Safety Officers investigate serious/fatal crashes within the Township. They perform other studies such as traffic control (speed limits, speed humps, stop signs, etc.), sight distance issues, fence (permit) placement for Community Development and dumpster placement (in the Right of Way) for Engineering. Various parking permit systems for residents and some institutions are administered by the Unit. They inspect commercial trucks that travel in the township and can remove them from service and issue citations if unsafe. They also assist with supervision of the crossing guards and handle abandoned vehicles. The unit also manages towing contracts for the township every four years.</p>
<p><b>DUI Checkpoints/Roving Patrol Enforcement</b></p>	<p>The Radnor Township Police Department is one of six municipalities that make up the Northern Delaware County DUI Task Force. This task force conducts DUI Checkpoints and DUI Roving Patrols, monthly, throughout the northern part of Delaware County. The object of the task force is to identify and remove the impaired driver from the highway. The funding for this program is allocated by The National Highway Transportation Safety Administration and The Pennsylvania Department of Transportation. All participating police departments are reimbursed for time and expenses through grant appropriations. This line item is entirely funded through grants received from The Commonwealth of Pennsylvania and the National Highway Traffic Safety Administration (NHTSA).</p>
<p><b>Buckle Up PA-Aggressive Driving Enforcement Grants</b></p>	<p>The Radnor Police Department is a participant of Buckle Up PA. Buckle Up PA is a project funded through PennDot dedicated to raising the seat belt usage level in Pennsylvania through increased enforcement, public awareness and education. The partnership is comprised of municipal police departments, state police, and the U.S. Department of Transportation. The Police Department is a member and participant of The Pennsylvania Aggressive Driving Enforcement and Education Project (PAADEEP). This program is a statewide initiative that utilizes crash data to identify aggressive driving locations. High visibility target enforcement, coordinated earned media, public awareness and training are conducted on these roadways to reduce the number of needless aggressive driving injuries and deaths. The partnership is comprised of municipal police departments, the Pennsylvania State Police, PennDot, the US Department of Transportation and community groups and organizations. The Radnor Police Department has been recognized as a leader of enforcement in both programs. These programs are grant funded in which there is no cost to the residents of Radnor. This program greatly assists with making Radnor Township a safer community.</p>



**Radnor Township, PA  
Police Department  
2021 Operating Budget Narrative**



<b>eCitations</b>	The eCitation process is a faster more accurate process that eliminates the traditional hand-written traffic citations. In 2017 and 2018 the police department purchased and implemented hand-held computer scanners integrated with a printer. Radnor Police Officers are issuing traffic citations with this latest technology. Benefits includes faster, more accurate citations with no need for administrative personnel to manually enter traffic citations into the data base. eCitations are almost instantaneously transmitted to the courts and the police department database. Officers spend less time with each violation. United Public Safety, currently providing the Police Department’s parking ticket system, manages the eCitation system, the burglar alarm and fire alarm citation processes.
<b>Video Camera Systems</b>	In Car Video and Body Worn Camera systems for documentary and evidentiary purposes. The system software is fully integrated and stored in an onsite server. Each marked police vehicle is outfitted with an ICV system and each officer with a BWC. The police department has completed purchasing in-car camera and body-worn cameras through our capital budget process.

**Line Item Descriptions:**

<b>Line Item</b>	<b>Description</b>
<b>Overtime</b>	Includes pay for hours worked above and beyond 40/44 hours at time and ½ pay rate. Overtime is used to supplement shortages on shifts, compensate for extra hours after the shift due to extended calls, etc. This category also included grant overtime which is reimbursed through various programs such as the Aggressive Driving Grant, Seatbelt Grant, DUI Enforcement, Emergency Response training, Delaware County Drug Task Force, and large event protection, etc.
<b>Extra Duty</b>	Money paid to Officers working extra-duty on their off time. Most include traffic control at such events as Villanova football and basketball, private and parochial school graduations at Villanova, Community functions, private parties, etc. This money is reimbursed to the Township, plus 70% and is revenue positive.
<b>Communications</b>	Includes lease of police land lines, Verizon cell phones and Verizon Air Cards for computers in police vehicles. This enhancement creates more efficiency with the filing of traffic and non-traffic citations and allows the record management system (RMS) to be accessed in the patrol vehicles so incident reports may be completed more efficiently. This enhancement streamlines data entry and electronically file the citations with Delaware County District Courts. The electronic filing will require the tablets to have wireless internet connections.
<b>Uniforms</b>	Contains all items for police and parking uniforms to include shirts, trousers, (also Bike, SWAT, Highway and K-9 uniforms) hats, rain coats,

**Radnor Township, PA  
Police Department  
2021 Operating Budget Narrative**



	badges, patches, winter hats, etc. Also includes ballistic vests, half of which is reimbursed by the Department of Justice grants. Small equipment items are also included such as holster, handcuffs, holders, etc. Detectives clothing allowance. In 2021 we expect general uniform maintenance for existing officers, detectives, parking and auxiliary services personnel and safety equipment for crossing guards.
<b>Office Supplies</b>	Paper, pencils, pens, folders, print cartridges, tape, staples, folders, notepads, etc. There are also annual printing needs.
<b>Emergency Management/ Emergency Operation Center</b>	The Township is required to maintain an Emergency Management Program and Coordinator. The emergency management coordinator is responsible for the emergency management planning, administration, and operations for the township. When a disaster strikes or an emergency occurs; the emergency management officials along with their elected officials, are responsible for the public safety of township residents. In conjunction with emergency management the Police Department is tasked with the communication components of the Emergency Operations Center. The Emergency Management Co-Ordinator meets with all public safety partners, on a regular basis, including fire, EMS, public works, local colleges, and the Delaware County Emergency Operations Center.
<b>Operating Supplies</b>	Supplies for the yearly operation of the police department. These supplies also sometimes include small equipment with a life span typically less than five years. Operating supplies listed encompass all the units in the Police Department to Include Patrol, Traffic Safety, kiosk enforcement, animal enforcement and Crossing Guards. General classifications are day to day Detective processing supplies, ammunition, first aid, flares, cleaning, forms, prisoner accommodations, traffic calming, batteries, car equipment, etc.
<b>Professional Development</b>	Training and courses for Officers. All aspects of training for officers are budgeted here. These training courses include training for in-house trainers for specific training such as control tactics, firearms, first aid, emergency vehicle operations, anti-defamation, anti-bias, de-escalation, etc. Professional development also includes First and Second line management training such as Northwestern University's School of Police Staff and Command Course. Costs associated with the annual MPOETC annual training and recertification that every officer must attend each year to maintain their municipal police certification. In 2021 we plan to continue in-house training in use of force and de-escalation training In-house certified training officers substantially lower training costs.
<b>Dues and Subscriptions</b>	Funds for executive police association memberships.

**Radnor Township, PA  
Police Department  
2021 Operating Budget Narrative**



<p><b>Contractual Services</b></p>	<p>Items budgeted for police operations which are used more than once and provided for by businesses. Many are professional services. Items include: Accurint (detective investigations), animal disposal, car washing tickets, Civil service expenses/exams, speedometer calibration, financial investigations, Physician/new hires &amp; promotions, polygraph test, psychological testing, police department copiers, towing abandoned vehicles/police vehicles, toxicology examination, uniform dry cleaning and veterinarian services.</p>
<p><b>Minor Office Equipment</b></p>	<p>Repairs to minor office equipment to include Highway Patrol’s speed timing devices and departmental computer replacements. This is also inclusive of the Radnor Parking Authority, hardware and software associated with the administration of parking tickets and township parking permits.</p>
<p><b>Maintenance and Repair: Communications Equipment</b></p>	<p>Repairs to portable radios/car radios and mobile data terminals (MDTs) in patrol cars.</p>
<p><b>Gas, Oil and Lubricants/ Repair Parts</b></p>	<p>Used for daily operations of all vehicles used by the Department.</p>
<p><b>Contracted Maintenance and Repairs</b></p>	<p>Various out-sourced repairs to cars, Traffic safety speed timing equipment, EVO, etc. Also includes accident damage deductibles.</p>
<p><b>Motor Cycle Unit</b></p>	<p>Annual repair and Maintenance of 7 Harley Davidson Motorcycles.</p>
<p><b>Canine Unit</b></p>	<p>In 2014 the Radnor Police Department’s K-9 unit was established. The costs associated with this new unit include the annual contract for veterinary care, general care and maintenance of K-9. Includes food and other related items for K-9. Ongoing monthly training costs are also reflected in this budget item.</p>
<p><b>Radnor Township Citizens Police Academy, The Radnor Community Police Organization (RCPO), and Radnor Police Chaplains</b></p>	<p>Since its inception in 2015, the Radnor Township Police Department has sponsored four Citizens Police Academy. Over 80 township residents attended and graduated to this date. After the completion of the academy these residents formed the Radnor Community Police Organization to give back to their community. The RCPO assists the Police Department and Township with community events by staffing minor traffic posts, answering phones at the front reception desk during emergencies, assisting with filing and other tasks and duties as needed throughout the year. The funding for the Citizens’ Police Academy is supported in the operating supplies of the operating budget. The Police Department will sponsor another citizens police academy in the first quarter of 2021, if Covid-19 restrictions permit. This program funds police chaplains training and equipment. Chaplains 24/7 when requested for emergency situations.</p>

Projection 21001 - 2021 Operating Budget  
 Fund 001 - GENERAL FUND  
 Account Status Active  
 Departments 410 - POLICE

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>\$ (1,343,888)</b>	<b>\$ (1,206,296)</b>	<b>\$ (1,459,887)</b>	<b>\$ (1,499,500)</b>	<b>\$ (688,972)</b>	<b>\$ (1,337,000)</b>
<b>04 - FINES AND COSTS</b>	<b>(439,378)</b>	<b>(386,192)</b>	<b>(401,200)</b>	<b>(495,000)</b>	<b>(193,101)</b>	<b>(400,000)</b>
30130 - POLICE ENFORCEMENT	(274,538)	(261,044)	(195,501)	(325,000)	(81,430)	(200,000)
30230 - POLICE DISTRICT JUSTICE	(164,840)	(125,148)	(205,699)	(170,000)	(111,671)	(200,000)
<b>05 - INTEREST AND RENTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
30140 - INTEREST EARNINGS	-	-	-	-	-	-
<b>06 - GRANTS AND GIFTS</b>	<b>(53,149)</b>	<b>(56,751)</b>	<b>(65,112)</b>	<b>(72,500)</b>	<b>(64,020)</b>	<b>(72,500)</b>
30440 - CROSSING GUARD REIMB-RTSD	(49,668)	(53,813)	(59,914)	(70,000)	(63,392)	(70,000)
30740 - POLICE DRUG TASK FORCE GRANTS	(3,481)	(2,939)	(5,198)	(2,500)	(627)	(2,500)
<b>07 - DEPARTMENTAL EARNING</b>	<b>(844,659)</b>	<b>(754,484)</b>	<b>(981,212)</b>	<b>(920,000)</b>	<b>(428,010)</b>	<b>(857,500)</b>
30160 - PARKING-METERS/KIOKS	(437,553)	(399,200)	(444,229)	(450,000)	(107,763)	(450,000)
30260 - PARKING-WAYNE PRESB CHURCH	-	-	-	-	-	-
30360 - ALARM SYSTEM FEES	(24,450)	(19,100)	(16,975)	(30,000)	(7,050)	(20,000)
30460 - POLICE EXTRA DUTY	(298,251)	(228,944)	(444,544)	(346,000)	(269,294)	(305,000)
30600 - PARKING-PREPAID	(22,275)	(41,095)	(23,120)	(30,000)	(10,360)	(30,000)
30630 - PARKING-METER BAGS	(3,970)	(670)	(810)	(3,000)	(975)	(1,000)
30640 - PARKING-POLICE PERMITS	(9,230)	(8,170)	(7,130)	(10,500)	(6,030)	(7,500)
30690 - POLICE SERVICE FEES	(37,887)	(49,083)	(39,694)	(43,000)	(21,748)	(40,000)
30700 - POLICE LIVE SCAN FEES	(11,043)	(8,222)	(4,710)	(7,500)	(4,789)	(4,000)
30860 - PARKING-KIOSK ADVERTISING	-	-	-	-	-	-
<b>10 - REFUNDS AND MISCELLA</b>	<b>(6,702)</b>	<b>(8,869)</b>	<b>(12,363)</b>	<b>(12,000)</b>	<b>(3,842)</b>	<b>(7,000)</b>
30370 - MISCELLANEOUS	(195)	(280)	(2,580)	(2,000)	(242)	(2,000)
30770 - CONTRIBUTIONS	(6,507)	(8,589)	(9,783)	(10,000)	(3,600)	(5,000)
<b>98 - INTERFUND TRANSFERS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
30190 - FROM GENERAL	-	-	-	-	-	-
<b>Expense</b>	<b>\$ 8,934,206</b>	<b>\$ 9,768,502</b>	<b>\$ 9,949,752</b>	<b>\$ 9,830,703</b>	<b>\$ 7,753,619</b>	<b>\$ 9,463,827</b>
<b>40 - WAGES &amp; COMPENSATION</b>	<b>5,631,716</b>	<b>6,302,812</b>	<b>6,202,793</b>	<b>6,081,747</b>	<b>5,700,013</b>	<b>6,265,003</b>
40010 - SALARIES-REGULAR	4,615,378	5,318,000	5,099,882	4,993,510	4,689,614	5,204,203
40011 - SALARIES-PART TIME	76,640	57,493	115,334	132,500	130,519	132,500
40020 - SALARIES-OVERTIME	223,258	237,389	246,183	205,602	261,334	204,504
40030 - SALARIES-LONGEVITY	416,291	400,283	379,663	405,230	402,119	378,891
40031 - SALARIES-SICK PAY INCENTIVE	105	-	-	105	420	105
40032 - SALARIES-MED EXP REIMB	5,200	2,600	2,100	4,800	2,200	4,800
40040 - SALARIES-EXTRA DUTY	171,559	147,133	221,439	200,000	128,237	200,000
40050 - SALARIES-COURT TIME	27,094	24,342	24,727	20,000	14,332	20,000
40060 - SALARIES-CROSSING GUARD	96,192	115,571	113,466	120,000	71,238	120,000
<b>41 - PAYROLL LIABILITIES</b>	<b>2,831,692</b>	<b>2,922,634</b>	<b>3,179,983</b>	<b>3,140,390</b>	<b>1,607,190</b>	<b>2,635,924</b>
41010 - SOCIAL SECURITY TAXES	406,391	436,338	449,941	439,332	417,218	454,827
41021 - WORKERS COMPENSATION	182,095	221,324	249,870	286,938	216,792	282,592
41023 - UNEMPLOYMENT	-	-	11,789	-	-	-
41024 - PENSION ALLOCATION	879,871	840,427	840,796	838,172	-	874,038
41026 - MEDICAL INS PREMIUMS	977,168	1,012,266	1,037,730	971,006	936,795	971,006
41027 - GROUP LIFE & DISABILITY	36,167	37,279	39,857	54,942	36,385	53,461
41028 - OPEB-NORMAL COST	350,000	375,000	550,000	550,000	-	-
<b>42 - EMPLOYEE DEVELOPMENT</b>	<b>25,978</b>	<b>29,249</b>	<b>28,731</b>	<b>31,750</b>	<b>33,489</b>	<b>52,600</b>
42040 - PROFESSIONAL DEVELOPMENT	22,047	21,907	23,856	25,650	13,618	42,000
42041 - DUES & SUBSCRIPTIONS	3,504	6,281	4,875	3,500	19,871	8,000
42042 - TRAINING SUPPLIES	427	1,061	-	2,600	-	2,600
<b>43 - SUPPLIES &amp; MATERIALS</b>	<b>53,051</b>	<b>47,664</b>	<b>44,088</b>	<b>59,924</b>	<b>53,818</b>	<b>44,500</b>
43040 - OFFICE SUPPLIES	5,302	4,317	5,796	11,707	4,867	5,000
43041 - EMERGENCY MGMT SUPPLIES	1,596	-	1,581	500	5,289	5,000
43045 - POSTAGE	2,596	1,844	2,627	3,500	1,532	2,000
43050 - OPERATING SUPPLIES	43,246	39,181	34,083	44,217	42,099	32,500
43066 - P.A.L. PROGRAMMING	311	2,323	-	-	30	-

Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	410 - POLICE

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>44 - CONTRACT SERVICES</b>	<b>279,266</b>	<b>332,892</b>	<b>362,722</b>	<b>365,078</b>	<b>257,368</b>	<b>334,800</b>
44030 - RENTALS	-	-	-	-	-	-
44031 - UNIFORMS	69,218	73,715	40,232	78,907	45,311	62,300
44080 - CREDIT CARD FEES	42,837	44,917	51,125	40,000	22,454	50,000
44110 - CONTRACTED SVS-GENERAL	147,283	184,962	246,822	224,861	180,225	201,500
44112 - CONTRACTED SVS-SPECIAL	9,976	15,693	4,518	3,810	5,840	3,500
44210 - LEGAL SVS-GENERAL	7,500	10,482	5,000	15,000	-	15,000
44313 - M&R-PARKING METERS	-	-	12,003	-	3,393	-
44314 - M&R-COMMUNICATIONS EQPT	2,453	3,123	3,023	2,500	146	2,500
<b>45 - UTILITIES</b>	<b>14,398</b>	<b>14,942</b>	<b>14,816</b>	<b>17,000</b>	<b>15,472</b>	<b>17,000</b>
45022 - COMMUNICATIONS	14,398	14,942	14,816	17,000	15,472	17,000
<b>46 - FLEET</b>	<b>96,168</b>	<b>115,436</b>	<b>108,728</b>	<b>131,808</b>	<b>85,216</b>	<b>113,000</b>
46010 - GAS OIL LUBRICANTS	58,015	64,029	56,944	73,077	45,612	65,000
46020 - TIRES BATTERIES ACC	7,236	6,703	7,992	10,876	7,389	8,000
46030 - REPAIR PARTS	17,712	21,811	17,941	22,955	12,655	15,000
46040 - CONTRACTED MAINT & RPRS	13,206	22,892	25,851	24,900	19,560	25,000
<b>48 - CAPITAL OUTLAY</b>	<b>1,937</b>	<b>2,875</b>	<b>7,891</b>	<b>3,006</b>	<b>1,054</b>	<b>1,000</b>
48100 - MINOR OFFICE EQUIPMENT	2,046	1,195	332	3,006	473	1,000
48101 - MINOR MACHINERY & EQUIP	-	-	7,559	-	-	-
48206 - VEHICLES & EQUIPMENT	(109)	1,680	-	-	581	-
<b>Net (Revenue) / Expenditures</b>	<b>\$ 7,590,318</b>	<b>\$ 8,562,206</b>	<b>\$ 8,489,865</b>	<b>\$ 8,331,203</b>	<b>\$ 7,064,647</b>	<b>\$ 8,126,827</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Fire Contributions

# Radnor Township, PA Fire Company Contributions 2021 Operating Budget Narrative

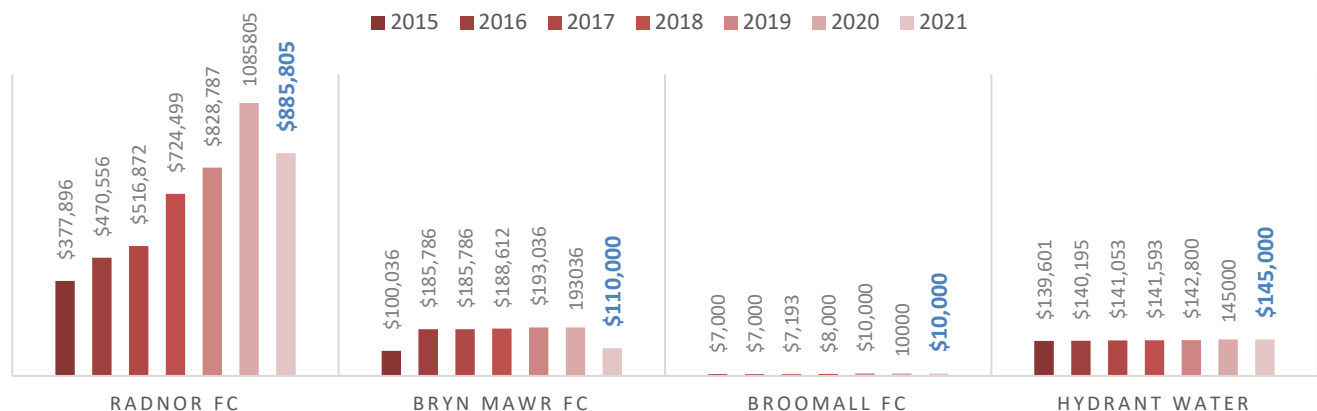


## Department Summary:

This category of the budget accounts for the Township’s contributions to the fire companies that provide service to the Township. These amounts are requested by the fire companies and approved by the Board of Commissioners. Also, note that the Township also makes significant capital contributions on an annual basis. The amounts of the contributions are included in the table below, but are accounted for in the Capital Improvement Fund #005 (See the Five-Year Capital Plan)

Fire Company	2015	2016	2017	2018	2019	2020	2021
<b>Radnor</b>							
Base Operating Contribution	98,107	100,805	100,805	100,805	100,805	100,805	100,805
2016 Subsidy ALS		50,000	50,000	50,000	50,000	50,000	50,000
2017 Subsidy Fire Ops			75,000	125,000	125,000	125,000	125,000
2018 Subsidy Fire Ops				150,000	150,000	150,000	150,000
2019 Subsidy Fire Ops					100,000	100,000	100,000
2020 Subsidy Fire Ops						250,000	250,000
Workers Comp and Veh Ins	66,741	112,112	83,406	83,838	89,497	95,000	84,000
Fuel	13,048	7,639	7,661	14,856	13,485	15,000	14,000
Capital Contributions	200,000	200,000	200,000	200,000	200,000	200,000	0
<b>Total RFC Contributions</b>	<b>377,896</b>	<b>470,556</b>	<b>516,872</b>	<b>724,499</b>	<b>828,787</b>	<b>1,085,805</b>	<b>885,805</b>
<b>Bryn Mawr Fire Company</b>							
Base Operating Contribution	100,000	102,750	102,750	105,576	110,000	110,000	110,000
Capital Contribution	83,036	83,036	83,036	83,036	83,036	83,036	0
<b>Total Bryn Mawr FC</b>	<b>100,036</b>	<b>185,786</b>	<b>185,786</b>	<b>188,612</b>	<b>193,036</b>	<b>193,036</b>	<b>110,000</b>
<b>Broomall Fire Company</b>							
Base Operating Contribution	7,000	7,000	7,193	8,000	10,000	10,000	10,000
<b>Total Broomall</b>	<b>7,000</b>	<b>7,000</b>	<b>7,193</b>	<b>8,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Hydrant Water Utility</b>	<b>139,601</b>	<b>140,195</b>	<b>141,053</b>	<b>141,593</b>	<b>142,459</b>	<b>145,000</b>	<b>145,000</b>
<b>Total Township Expense</b>	<b>524,533</b>	<b>703,537</b>	<b>850,904</b>	<b>1,062,704</b>	<b>1,174,282</b>	<b>1,433,841</b>	<b>1,150,805</b>
<b>Add: Vol. Fire Relief</b>	<b>356,587</b>	<b>352,921</b>	<b>317,067</b>	<b>289,912</b>	<b>312,004</b>	<b>290,000</b>	<b>300,000</b>
<b>Total Fire</b>	<b>981,120</b>	<b>1,156,458</b>	<b>1,167,971</b>	<b>1,352,616</b>	<b>1,486,286</b>	<b>1,723,841</b>	<b>1,450,805</b>

## FIRE COMPANY CONTRIBUTIONS



Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	413 - FIRE

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>\$ (317,067)</b>	<b>\$ (289,912)</b>	<b>\$ (312,004)</b>	<b>\$ (290,000)</b>	<b>\$ (311,062)</b>	<b>\$ (300,000)</b>
<b>41100 - VOLUNTEER FIRE RELIEF AID</b>	<b>(317,067)</b>	<b>(289,912)</b>	<b>(312,004)</b>	<b>(290,000)</b>	<b>(311,062)</b>	<b>(300,000)</b>
06 - GRANTS AND GIFTS	(317,067)	(289,912)	(312,004)	(290,000)	(311,062)	(300,000)
30730 - VOLUNTEER FIRE RELIEF AID	(317,067)	(289,912)	(312,004)	(290,000)	(311,062)	(300,000)
<b>Expense</b>	<b>\$ 850,736</b>	<b>\$ 1,062,567</b>	<b>\$ 1,209,106</b>	<b>\$ 1,440,805</b>	<b>\$ 1,458,402</b>	<b>\$ 1,448,805</b>
<b>00000 - NON-DIVISIONAL</b>	<b>105,954</b>	<b>140,297</b>	<b>142,459</b>	<b>145,000</b>	<b>141,093</b>	<b>145,000</b>
45 - UTILITIES	105,954	140,297	142,459	145,000	141,093	145,000
45010 - UTILITIES	105,954	140,297	142,459	145,000	141,093	145,000
<b>41100 - VOLUNTEER FIRE RELIEF AID</b>	<b>317,067</b>	<b>289,912</b>	<b>312,004</b>	<b>290,000</b>	<b>311,062</b>	<b>300,000</b>
47 - COMMUNITY ORGS	317,067	289,912	312,004	290,000	311,062	300,000
47094 - CONTRB-VOLNTR FIRE RELIEF AID	317,067	289,912	312,004	290,000	311,062	300,000
<b>41101 - RADNOR FIRE COMPANY</b>	<b>317,772</b>	<b>518,782</b>	<b>634,644</b>	<b>885,805</b>	<b>886,247</b>	<b>873,805</b>
41 - PAYROLL LIABILITIES	24,064	79,294	95,200	70,000	100,667	84,000
41021 - WORKERS COMPENSATION	24,064	79,294	95,200	70,000	100,667	84,000
44 - CONTRACT SERVICES	59,580	-	-	25,000	-	-
44030 - RENTALS	59,580	-	-	25,000	-	-
46 - FLEET	8,323	13,058	13,639	15,000	9,774	14,000
46010 - GAS OIL LUBRICANTS	8,323	13,058	13,639	15,000	9,774	14,000
47 - COMMUNITY ORGS	225,805	426,430	525,805	775,805	775,805	775,805
47093 - CONTRB-RADNOR FIRE	225,805	426,430	525,805	775,805	775,805	775,805
<b>41102 - BRYN MAWR FIRE COMPANY</b>	<b>102,750</b>	<b>105,576</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>
47 - COMMUNITY ORGS	102,750	105,576	110,000	110,000	110,000	110,000
47091 - CONTRB-BRYN MAWR FIRE	102,750	105,576	110,000	110,000	110,000	110,000
<b>41103 - BROOMALL FIRE COMPANY</b>	<b>7,193</b>	<b>8,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>20,000</b>
47 - COMMUNITY ORGS	7,193	8,000	10,000	10,000	10,000	20,000
47092 - CONTRB-BROOMALL FIRE	7,193	8,000	10,000	10,000	10,000	20,000
<b>Net (Revenue) / Expenditures</b>	<b>\$ 533,669</b>	<b>\$ 772,656</b>	<b>\$ 897,103</b>	<b>\$ 1,150,805</b>	<b>\$ 1,147,340</b>	<b>\$ 1,148,805</b>



**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Emergency Operations Center

**Radnor Township, PA  
Emergency Operations Center  
2021 Operating Budget Narrative**

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**Department Summary:**

This category of the budget accounts for the Township’s Emergency Operations Center costs. This accounting category is enabled whenever the Township issues a “State of Emergency” and incurs life safety or disaster mitigation costs. When active, the EOC is led by the Township’s Emergency Management Coordinator, and departments are notified to use this department code for all related expenses.

On an annual basis, we do not specifically budget for these costs given their unpredictability. Instead, we pull budgets from other areas when the EOC is activated. If no budgeted funds are available to be reallocated, fund balance is used. If the disaster is large enough so that the County, State and Federal governments all declare emergencies as well, the Township applies for FEMA reimbursement. Since the department’s creation in 2011, the only time federal reimbursement was received was for Hurricane Irene (2011).

Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	414 - EMERGENCY MANAGEMENT

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	\$ -	\$ (37,628)	\$ -	\$ -	\$ (7,500)	\$ -
<b>00000 - NON-DIVISIONAL</b>	-	(37,628)	-	-	(7,500)	-
06 - GRANTS AND GIFTS	-	-	-	-	(7,500)	-
30350 - FEDERAL STATE CNTY GRANTS	-	-	-	-	(7,500)	-
10 - REFUNDS AND MISCELLA	-	(37,628)	-	-	-	-
30370 - MISCELLANEOUS	-	(37,628)	-	-	-	-
<b>Expense</b>	\$ -	\$ 153,566	\$ 884	\$ 2,336	\$ 951,875	\$ -
<b>00000 - NON-DIVISIONAL</b>	-	153,566	884	2,336	951,875	-
40 - WAGES & COMPENSATION	-	54,468	-	-	777,052	-
40010 - SALARIES-REGULAR	-	609	-	-	732,278	-
40020 - SALARIES-OVERTIME	-	53,859	-	-	44,774	-
40031 - SALARIES-SICK PAY INCENTIVE	-	-	-	-	-	-
40032 - SALARIES-MED EXP REIMB	-	-	-	-	-	-
41 - PAYROLL LIABILITIES	-	4,119	-	-	58,341	-
41010 - SOCIAL SECURITY TAXES	-	4,119	-	-	58,341	-
41021 - WORKERS COMPENSATION	-	-	-	-	-	-
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	-	-	-	-	-	-
41026 - MEDICAL INS PREMIUMS	-	-	-	-	-	-
41027 - GROUP LIFE & DISABILITY	-	-	-	-	-	-
43 - SUPPLIES & MATERIALS	-	6,037	884	-	31,326	-
43050 - OPERATING SUPPLIES	-	6,037	884	-	31,326	-
44 - CONTRACT SERVICES	-	83,846	-	2,336	84,111	-
44110 - CONTRACTED SVS-GENERAL	-	83,846	-	2,336	84,111	-
44211 - LEGAL SVS-SPECIAL	-	-	-	-	-	-
46 - FLEET	-	200	-	-	1,045	-
46010 - GAS OIL LUBRICANTS	-	-	-	-	-	-
46020 - TIRES BATTERIES ACC	-	-	-	-	-	-
46030 - REPAIR PARTS	-	-	-	-	-	-
46040 - CONTRACTED MAINT & RPRS	-	200	-	-	1,045	-
48 - CAPITAL OUTLAY	-	4,896	-	-	-	-
48100 - MINOR OFFICE EQUIPMENT	-	4,896	-	-	-	-
<b>Net (Revenue) / Expenditures</b>	\$ -	\$ 115,938	\$ 884	\$ 2,336	\$ 944,375	\$ -

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Community Development

**Radnor Township, PA  
Community Development Department  
2021 Operating Budget Narrative**



**Department Summary:**

The Community Development Department serves the residents of Radnor Township through the administration and enforcement of regulatory Ordinances adopted by the Board of Commissioners to assure the health, safety, and welfare of everyone involved in the Radnor experience. The Community Development Department consists of the Director of Community Development, Two (2) full time Codes Officials, One (1) Health Officer and One (1) Health Inspector, Two (2) Administrative Assistants, One (1) part time Administrative Assistant, and One (1) part time property maintenance inspector. The Department also utilizes the services of a 3rd Party consulting firm for building code, and rental housing compliance. Below is a summary of the Services and Programs provided by the Department.

**Service / Program Descriptions:**

- Staff works closely with both residents and contractors regarding building permits, quality of life issues on private property, health code issues, Certificate of Occupancies, Right to Know Requests, and various other applications;
- As part of a permit submittal, plan reviews are performed to ensure compliance with both the Uniformed Construction Code, the Pennsylvania Department of Labor and Industry, the Department of Agriculture, and other State and/or local ordinances.
- Issuance of Permits for: Building, Demolition, Mechanical, Plumbing, Electrical, Heating Ventilation & Air Conditioning, Signs, Banners, Accessory Structures, Fences, Food Establishments and Outdoor Dining;
- Routine inspections for: Building, Demolition, Mechanical, Plumbing, Electrical, Heating Ventilation & Air Conditioning, Food Establishments, Commercial Pools, Signs, Banners, Accessory Structures, and Fences;
- Licensing of contractors performing work within the Township.
- Licensing and inspections regarding the Township’s Commercial Swimming Pools and Food Facilities – including outdoor dining areas;
- Investigate quality of life concerns and citizen complaints;
- The code officials respond to emergencies, natural disasters, and health related matters;
- Inspection of all rental housing units in the Township, including student rentals;
- Investigate zoning and planning issues that guide both developers and property owners in maintaining the desired character of the community and ensure that development is compatible with existing structures and surroundings;
- Community Department Staff review the Municipal Codes and recommend changes to maintain consistency with other local, state, and federal regulations;
- The Health Division assists in the detainment, monitoring, and processing of animals suspected of carrying rabies to ensure the health and well-being of residents and their pets is being maintained.

Community Development is also responsible for the oversight of eight (8) volunteer boards/committees. These include the:

Board of Health	Zoning Hearing Board
Code Appeals Board	Historic & Architectural Review Board
Comprehensive Plan Implementation Committee	Open Space Committee
Design Review Board	Rental Housing Appeals Board

**Radnor Township, PA  
Community Development Department  
2021 Operating Budget Narrative**



**Line Item Descriptions:**

<b>Line Item</b>	<b>Description</b>
Office Supplies 01416100-43040	This line item includes daily operating office supplies including but not limited to paper, pens, folders, business cards, ink cartridges, etc.
Advertising and Printing 01416100-44010	This line item includes costs associated with legal advertisement costs and any special mailings that require printing services.
Professional Development 01416100-42040	This line item includes required training, conferences, and other needs as required by state law to maintain certifications through the Department of Labor and Industry for the Code Officials. Health Officer training is included as required by the PA Department of Agriculture. Also included is additional training to add to or supplement skills of administrative staff.
Dues & Subscriptions 01416100-42041	This line item covers membership fees for professional organizations and affiliations of department staff as well as subscriptions to career related associations and publications such as code books.
Contractual Services 01416100-44110	This line item covers third-party contractual services on an as-needed basis for items such as the stenographer for the Zoning Hearing Board, building code review and inspection services, fire inspection, and rental housing inspection services.
Legal Services – General 01416100-44210	This line item covers the Township’s Solicitors’ fees for legal services provided to the Township for the calendar year for the Zoning Hearing Board, Code Appeals Board, and the Rental Housing Appeals Board.
Property Maintenance Contractual Services 01416100-44115	This line item covers property maintenance to address code violations and emergency responses such as lawn mowing, ground clearing, and board-up services related to fires and natural disasters.
Minor Office Equipment 01416100-48100	This line item covers replacement parts, computers, printers and other small office equipment items.
Clothing 01416100-44031	This line item covers clothing for Codes Officials for identification purposes. This helps convey the professional image the Township Staff pride themselves in showing.

Projection 21001 - 2021 Operating Budget  
 Fund 001 - GENERAL FUND  
 Account Status Active  
 Departments 416 - COMMUNITY DEVELOPMENT

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>\$ (3,703,507)</b>	<b>\$ (2,969,248)</b>	<b>\$ (4,011,725)</b>	<b>\$ (2,697,750)</b>	<b>\$ (1,541,315)</b>	<b>\$ (2,228,200)</b>
<b>00000 - NON-DIVISIONAL</b>	<b>(127)</b>	<b>(280)</b>	<b>(239)</b>	<b>-</b>	<b>(673)</b>	<b>-</b>
10 - REFUNDS AND MISCELLA	(127)	(280)	(239)	-	(673)	-
30370 - MISCELLANEOUS	(127)	(280)	(239)	-	(673)	-
<b>41601 - COMM DEV ADMINISTRATION</b>	<b>(35,078)</b>	<b>(30,974)</b>	<b>(36,626)</b>	<b>(32,500)</b>	<b>(40,043)</b>	<b>(34,700)</b>
03 - LICENSES & PERMITS	(35,078)	(30,974)	(36,626)	(32,500)	(40,043)	(34,700)
31030 - DRB ZRB REVIEW FEES	-	-	1,610	-	-	-
31040 - HARB REVIEW FEES	(1,150)	(450)	(900)	(1,000)	(750)	(700)
31050 - DRB REVIEW FEES	(7,590)	(7,300)	(10,500)	(7,500)	(8,800)	(10,000)
31140 - ZHB REVIEW FEES-RESIDENTIAL	(9,000)	(7,750)	(7,775)	(8,000)	(14,700)	(8,000)
31150 - ZHB REVIEW FEES-NON-RESIDENT	(11,300)	(6,900)	(10,200)	(8,000)	(7,400)	(8,000)
31230 - RIGHT OF WAY FEES	(6,038)	(8,574)	(8,861)	(8,000)	(8,393)	(8,000)
<b>41602 - CODES</b>	<b>(3,581,865)</b>	<b>(2,845,131)</b>	<b>(3,897,442)</b>	<b>(2,574,000)</b>	<b>(1,450,269)</b>	<b>(2,118,000)</b>
03 - LICENSES & PERMITS	(3,581,535)	(2,789,991)	(3,888,067)	(2,573,000)	(1,436,725)	(2,107,000)
30050 - CONTRACTOR LICENSE PERMIT	(35,800)	(36,110)	(36,595)	(30,000)	(24,760)	(30,000)
30080 - PLAN REVIEW FEES	(34,239)	(34,466)	(44,810)	(35,000)	(31,854)	(35,000)
30090 - ZONING REVIEW FEES	(9,425)	(10,440)	(11,700)	(9,000)	(9,907)	(10,000)
30120 - BEVERAGE PERMIT	(12,150)	(13,500)	(15,300)	(14,000)	(13,200)	(12,000)
30180 - UCC ACT 45 TRANSFER FEE	5,429	(5,307)	4,567	-	(2,273)	-
30220 - BUILDING PERMIT	(2,488,165)	(2,047,783)	(2,529,378)	(2,000,000)	(952,727)	(1,500,000)
30280 - MECHANICAL PERMIT	(165,031)	(81,868)	(211,531)	(85,000)	(34,335)	(75,000)
30620 - HOUSING PERMIT	(174,506)	(171,250)	(173,010)	(170,000)	(164,040)	(170,000)
30920 - PLUMBING PERMIT	(84,251)	(128,806)	(85,626)	(80,000)	(70,711)	(75,000)
31020 - ELECTRICAL PERMIT	(583,397)	(260,462)	(784,686)	(150,000)	(132,920)	(200,000)
31330 - BUILDING PERMIT-SPEICAL/1-TIM	-	-	-	-	-	-
04 - FINES AND COSTS	-	(8,250)	(1,250)	(1,000)	-	(1,000)
30070 - FINES	-	(8,250)	(1,250)	(1,000)	-	(1,000)
10 - REFUNDS AND MISCELLA	(330)	(46,890)	(8,125)	-	(13,543)	(10,000)
30370 - MISCELLANEOUS	(330)	(46,890)	(8,125)	-	(13,543)	(10,000)
<b>41603 - HEALTH</b>	<b>(86,437)</b>	<b>(92,863)</b>	<b>(77,418)</b>	<b>(91,250)</b>	<b>(50,330)</b>	<b>(75,500)</b>
03 - LICENSES & PERMITS	(86,437)	(92,863)	(77,418)	(91,250)	(50,330)	(75,500)
30720 - HEALTH PERMIT	(85,205)	(91,405)	(76,218)	(90,000)	(50,330)	(75,000)
30820 - BURNING PERMIT	(1,232)	(1,458)	(1,200)	(1,250)	-	(500)
<b>Expense</b>	<b>\$ 1,091,214</b>	<b>\$ 1,050,393</b>	<b>\$ 987,099</b>	<b>\$ 1,247,862</b>	<b>\$ 911,483</b>	<b>\$ 1,049,540</b>
<b>41601 - COMM DEV ADMINISTRATION</b>	<b>972,132</b>	<b>840,039</b>	<b>807,714</b>	<b>1,068,832</b>	<b>743,887</b>	<b>862,703</b>
40 - WAGES & COMPENSATION	570,722	425,873	395,875	444,874	358,798	381,662
40010 - SALARIES-REGULAR	498,224	392,903	360,697	370,533	327,112	352,427
40011 - SALARIES-PART TIME	5,773	-	7,280	44,881	13,960	-
40020 - SALARIES-OVERTIME	46,490	16,209	15,023	16,000	7,096	21,000
40030 - SALARIES-LONGEVITY	19,475	16,210	12,875	13,225	10,525	8,000
40031 - SALARIES-SICK PAY INCENTIVE	560	350	-	35	105	35
40032 - SALARIES-MED EXP REIMB	200	200	-	200	-	200
41 - PAYROLL LIABILITIES	174,837	126,370	84,854	98,099	50,185	73,511
41010 - SOCIAL SECURITY TAXES	42,773	32,452	30,285	33,228	27,419	28,738
41021 - WORKERS COMPENSATION	16,395	16,123	10,785	19,352	11,704	16,064
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	69,416	39,455	39,776	30,784	-	16,606
41026 - MEDICAL INS PREMIUMS	41,836	33,963	-	9,568	6,293	7,191
41027 - GROUP LIFE & DISABILITY	4,417	4,377	4,008	5,167	4,769	4,912
42 - EMPLOYEE DEVELOPMENT	6,181	5,523	3,619	8,275	2,935	7,000
42040 - PROFESSIONAL DEVELOPMENT	3,233	3,066	2,257	5,650	2,424	5,000
42041 - DUES & SUBSCRIPTIONS	2,949	2,457	1,362	2,625	511	2,000
43 - SUPPLIES & MATERIALS	10,947	7,404	7,860	13,500	5,141	10,000
43040 - OFFICE SUPPLIES	6,535	4,518	4,166	6,500	3,216	5,000
43045 - POSTAGE	4,412	2,887	3,694	7,000	1,925	5,000

Projection Fund Account Status Departments  
 21001 - 2021 Operating Budget  
 001 - GENERAL FUND  
 Active  
 416 - COMMUNITY DEVELOPMENT

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
43050 - OPERATING SUPPLIES	-	-	-	-	-	-
44 - CONTRACT SERVICES	202,290	265,542	297,746	491,775	319,677	378,000
44010 - ADVERTISING & PRINTING	7,198	6,377	5,193	6,503	7,083	5,000
44031 - UNIFORMS	852	2,010	1,370	3,000	2,137	2,000
44032 - BOOT ALLOWANCE	367	-	415	1,555	555	1,000
44080 - CREDIT CARD FEES	4,525	7,886	8,913	6,500	7,080	9,000
44110 - CONTRACTED SVS-GENERAL	179,348	238,560	255,136	450,455	277,703	336,000
44210 - LEGAL SVS-GENERAL	10,000	10,709	26,719	23,762	25,119	25,000
45 - UTILITIES	3,542	2,921	2,977	4,320	4,211	4,680
45022 - COMMUNICATIONS	3,542	2,921	2,977	4,320	4,211	4,680
46 - FLEET	3,160	6,160	4,920	5,039	2,942	5,850
46010 - GAS OIL LUBRICANTS	2,612	3,578	4,000	3,562	1,138	4,500
46020 - TIRES BATTERIES ACC	-	500	-	500	1,090	500
46030 - REPAIR PARTS	283	1,651	781	627	539	500
46040 - CONTRACTED MAINT & RPRS	265	431	140	350	175	350
48 - CAPITAL OUTLAY	453	245	9,862	2,950	-	2,000
48100 - MINOR OFFICE EQUIPMENT	453	245	9,862	2,950	-	2,000
<b>41602 - CODES</b>	<b>53,309</b>	<b>37,959</b>	<b>15,291</b>	<b>22,503</b>	<b>10,428</b>	<b>15,000</b>
40 - WAGES & COMPENSATION	-	-	-	-	-	-
40010 - SALARIES-REGULAR	-	-	-	-	-	-
40011 - SALARIES-PART TIME	-	-	-	-	-	-
40020 - SALARIES-OVERTIME	-	-	-	-	-	-
41 - PAYROLL LIABILITIES	-	-	-	-	-	-
41010 - SOCIAL SECURITY TAXES	-	-	-	-	-	-
44 - CONTRACT SERVICES	53,309	37,959	15,291	22,503	10,428	15,000
44115 - CONTRACTED SVS-PROP MAINT	53,309	37,959	15,291	22,503	10,428	15,000
44116 - UCC ACT 45 TRANSFER	-	-	-	-	-	-
44210 - LEGAL SVS-GENERAL	-	-	-	-	-	-
<b>41603 - HEALTH</b>	<b>65,773</b>	<b>172,396</b>	<b>164,094</b>	<b>156,527</b>	<b>157,167</b>	<b>171,837</b>
40 - WAGES & COMPENSATION	60,915	160,144	137,077	136,777	131,545	140,116
40010 - SALARIES-REGULAR	60,915	160,144	137,077	136,777	131,545	140,116
40011 - SALARIES-PART TIME	-	-	-	-	-	-
40020 - SALARIES-OVERTIME	-	-	-	-	-	-
41 - PAYROLL LIABILITIES	4,617	12,127	27,017	19,250	25,622	31,721
41010 - SOCIAL SECURITY TAXES	4,617	12,127	10,429	10,463	10,008	10,719
41021 - WORKERS COMPENSATION	-	-	5,867	8,787	5,314	9,002
41026 - MEDICAL INS PREMIUMS	-	-	10,722	-	9,543	12,000
41027 - GROUP LIFE & DISABILITY	-	-	-	-	757	-
43 - SUPPLIES & MATERIALS	-	-	-	-	-	-
43050 - OPERATING SUPPLIES	-	-	-	-	-	-
44 - CONTRACT SERVICES	241	125	-	500	-	-
44031 - UNIFORMS	241	-	-	-	-	-
44114 - CONTRACTED SVS-HEALTH INSP	-	125	-	500	-	-
44210 - LEGAL SVS-GENERAL	-	-	-	-	-	-
45 - UTILITIES	-	-	-	-	-	-
45022 - COMMUNICATIONS	-	-	-	-	-	-
<b>41604 - FIRE MARSHALL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
40 - WAGES & COMPENSATION	-	-	-	-	-	-
40010 - SALARIES-REGULAR	-	-	-	-	-	-
40011 - SALARIES-PART TIME	-	-	-	-	-	-
40020 - SALARIES-OVERTIME	-	-	-	-	-	-



Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	416 - COMMUNITY DEVELOPMENT

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
41 - PAYROLL LIABILITIES	-	-	-	-	-	-
41010 - SOCIAL SECURITY TAXES	-	-	-	-	-	-
44 - CONTRACT SERVICES	-	-	-	-	-	-
44115 - CONTRACTED SVS-PROP MAINT	-	-	-	-	-	-
<b>Net (Revenue) / Expenditures</b>	<b>\$ (2,612,294)</b>	<b>\$ (1,918,855)</b>	<b>\$ (3,024,626)</b>	<b>\$ (1,449,888)</b>	<b>\$ (629,832)</b>	<b>\$ (1,178,660)</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Engineering

# Radnor Township, PA Engineering Department 2021 Operating Budget Narrative



## Department Summary:

The Engineering Department has five major areas of focus: Land Development, Capital Projects, Permitting & Inspections, Shade Tree Commission, and Engineering Assistance to all other departments. The Department is comprised of (1) engineering inspector, (1) Administrative Assistant, (1) Project Manager, and (1) Township Engineer for a total of (4) FTEs. Third parties are used as noted below.

Land Development is the vehicle by which the Township regulates and controls the subdivision and development of land within Radnor Township. The Engineering Department performs the following reviews:

- Subdivision & Land Development
- Stormwater Management
- Zoning (in conjunction with the Solicitor and ZO)

Land Development applications are seen before the Planning Commission, which the Engineering Department is the liaison for.

Capital Projects take many forms, and the Engineering Department, aside from design, is responsible for the delivery of the project through construction:

- ❖ Requests for Proposals (in house)
- ❖ Specifications (in house)
- ❖ Bid Documents
- ❖ Design & Permitting
- ❖ Constructability Reviews (in house)
- traffic signals
- pedestrian improvements
- culverts
- bridges
- trails
- sanitary sewer
- stormwater
- facilities
- building

- emergency projects – in house (sanitary sewer, storm sewer, roads, bridges)
- as well as manage parks capital projects (designed by Recreation and Community Development).
- MS4 and Pollution Reduction Plan (PRP).

Permitting includes the processing and review of the following permits:

- grading permits
- stormwater management permits
- hazardous tree removal permits
- clearing permits
- demolition (site) permits
- Use & Occupancy Permits
- Subdivision and Land Development
- Highway Permits
- Sidewalk Permits
- Minor grading/shed permits

All the above permits are processed by the Engineering Administrative Assistant. Inspections are performed by the Engineering Inspector on residential construction grading permits, and by the third-party firm for commercial and capital projects.

The Engineering Department prepares the Shade Tree Commissions agendas, enforces the Ordinance by violation notices, prepares bidding packages, and provides technical assistance through the Township Arborist.

Lastly, engineering assistance is provided to other departments as needed, including assistance with contractors, contracts, bidding information, and research.

**Radnor Township, PA  
Engineering Department  
2021 Operating Budget Narrative**



**Service / Program Descriptions:**

Name	Description
Subdivision and Land Development (SALDO) Review	The Engineering Department, using Gannett Fleming, Incorporated (appointed by the Board of Commissioners in 2019 for a two year term), reviews all subdivision and land development projects in the Township, for compliance with the Subdivision & Land Development Ordinance, Zoning Ordinance, and Stormwater Ordinance, and administers the projects through the process of the Planning Commission, Shade Tree Commission, and Board of Commissioners. The fees for these reviews are charged to the applicant and reimbursed to the Township. The Township Engineer and the Township's appointed (for a two year term in 2019) Traffic Engineer, Gilmore & Associates, perform all SALDO reviews and provide technical assistance to other departments.
Grading Permit Review	All grading permits are reviewed for compliance with the Stormwater Ordinance, Zoning Ordinance, and other applicable regulations, through Gannett Fleming, Incorporated and staff. The permits are processed and administered by the Engineering Department.
Capital Projects	A large portion of the work performed by the Engineering Department is regarding Capital Projects. This work includes determining the scope of work for consultant's proposals, preparing Requests for Proposals, budgeting, planning, forecasting, value engineering, contract administration, plan review, and inspection.
Shade Tree Commission	The Engineering Department processes all clearing permits in conjunction with the Shade Tree Commission. With the use of Rockwell Associates, an independent licensed arborist, the Township is able to assess, review, and mitigate concerns with the Townships canopy.
Professional Escrows	The Finance Department manages professional services accounts and escrow accounts.
Resident Concerns	The Engineering Department responds to resident's concerns regarding stormwater, grading, tree removal, permits, and stormwater.
Inspections	Inspections for grading permits, on site sanitary sewer systems, escrow releases, and utility work are performed by the Engineering Departments Staff Engineering Inspector, as well as by QCI, Incorporated (appointed in 2019 for a two year term).

**Radnor Township, PA  
Engineering Department  
2021 Operating Budget Narrative**



**Line Item Descriptions:**

Line Item	Description
01-429-4340 Professional Development	Professional Engineering Continuing Education Units, Sewage Enforcement Officer Continuing Education Units, Seminars to keep abreast of the latest means, methods, and technology related to Engineering.
01-429-4345 Dues and Subscriptions	Sewage Enforcement Officer, American Society of Civil Engineers memberships (SEO, ASCE, APWA)
01-429-4240 Office Supplies	Plotter paper, plotter ink, pens, pencils – split with Community Development and Recreation (Office Basics)
01-429-4245 Postage	For SALDO mailings (USPS)
01-429-4360 Contractual Services (Consulting Engineer Retainer)	This account is used for specific traffic related items that are performed by Gilmore & Associates. All work done under this account is based on a proposal created by the Engineering Department. .
01-429-4365 Contractual Services (Consulting Engineer Reimbursable)	Engineering services for Subdivision and Land Development reviews, reimbursed by the applicant, and grading permits. (Gannett Fleming, Gilmore & Associates, Rockwell Associates)
01-429-4364 Contractual Services – Special (Consulting Engineer –Hourly)	Contracted Engineering services, determined by Requests for Proposals. Providing design services for Not-to-Exceed fees, for capital projects and other special projects. (Meliora, Gannett Fleming, Gilmore & Associates, T&M Associates)

Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	429 - ENGINEERING

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>\$ (307,090)</b>	<b>\$ (718,823)</b>	<b>\$ (1,046,718)</b>	<b>\$ (589,000)</b>	<b>\$ (565,918)</b>	<b>\$ (640,000)</b>
<b>42901 - ENGINEERING ADMINISTRATION</b>	<b>(307,090)</b>	<b>(718,823)</b>	<b>(1,046,718)</b>	<b>(589,000)</b>	<b>(565,918)</b>	<b>(640,000)</b>
03 - LICENSES & PERMITS	(307,090)	(718,058)	(1,046,639)	(589,000)	(565,769)	(640,000)
30320 - STREET OPENING PERMIT	(24,242)	(132,249)	(122,895)	(66,000)	(71,920)	(125,000)
30420 - SUBDIVISION REVIEW FEES	(17,350)	(24,450)	(2,400)	(17,000)	(1,000)	(5,000)
30520 - PUBWKS & ENG REVIEW FEES	(135,066)	(187,197)	(146,401)	(125,000)	(66,155)	(140,000)
30610 - PROF SVC ESCROW	(59,083)	(302,222)	(705,693)	(331,000)	(355,644)	(300,000)
31320 - CERTIFICATE OF OCCUPANCY PEF	(71,350)	(71,940)	(69,250)	(50,000)	(71,050)	(70,000)
04 - FINES AND COSTS	-	(765)	-	-	-	-
30070 - FINES	-	(765)	-	-	-	-
10 - REFUNDS AND MISCELLA	-	-	(79)	-	(150)	-
30370 - MISCELLANEOUS	-	-	(79)	-	(150)	-
<b>Expense</b>	<b>\$ 1,243,664</b>	<b>\$ 1,334,901</b>	<b>\$ 907,875</b>	<b>\$ 2,036,736</b>	<b>\$ 735,016</b>	<b>\$ 974,437</b>
<b>42901 - ENGINEERING ADMINISTRATION</b>	<b>1,243,664</b>	<b>1,334,901</b>	<b>907,875</b>	<b>2,036,736</b>	<b>735,016</b>	<b>974,437</b>
40 - WAGES & COMPENSATION	157,544	297,449	349,253	384,794	362,668	432,267
40010 - SALARIES-REGULAR	140,153	282,347	336,481	368,194	351,492	415,667
40020 - SALARIES-OVERTIME	9,366	6,932	4,531	8,500	3,076	8,500
40030 - SALARIES-LONGEVITY	7,925	8,000	8,000	8,000	8,000	8,000
40031 - SALARIES-SICK PAY INCENTIVE	-	70	140	-	-	-
40032 - SALARIES-MED EXP REIMB	100	100	100	100	100	100
41 - PAYROLL LIABILITIES	89,057	113,965	121,918	120,600	87,264	124,720
41010 - SOCIAL SECURITY TAXES	11,666	21,514	25,493	27,161	26,950	29,386
41021 - WORKERS COMPENSATION	9,481	9,323	13,423	17,823	10,779	18,266
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	24,451	22,472	22,808	19,339	-	20,494
41026 - MEDICAL INS PREMIUMS	42,573	59,420	57,980	52,030	47,221	52,252
41027 - GROUP LIFE & DISABILITY	886	1,235	2,213	4,247	2,315	4,322
42 - EMPLOYEE DEVELOPMENT	1,060	4,510	2,987	3,700	1,392	3,700
42040 - PROFESSIONAL DEVELOPMENT	870	3,659	2,029	2,800	1,184	2,800
42041 - DUES & SUBSCRIPTIONS	190	851	958	900	208	900
43 - SUPPLIES & MATERIALS	1,855	2,730	3,324	2,600	2,565	3,600
43040 - OFFICE SUPPLIES	1,510	2,353	2,270	2,000	1,633	3,000
43045 - POSTAGE	345	378	1,054	600	932	600
44 - CONTRACT SERVICES	992,465	910,246	423,669	1,514,747	277,915	401,700
44010 - ADVERTISING & PRINTING	50	-	70	400	70	400
44031 - UNIFORMS	-	-	224	350	326	350
44032 - BOOT ALLOWANCE	138	-	138	715	415	450
44080 - CREDIT CARD FEES	558	455	881	500	514	500
44110 - CONTRACTED SVS-GENERAL	75,961	-	-	-	-	-
44112 - CONTRACTED SVS-SPECIAL	178,872	145,746	39,873	108,609	7,144	50,000
44113 - CONTRACTED SVS-REIMB	623,609	739,885	382,483	1,346,046	269,445	300,000
44117 - MINOR GRADING PERMIT REVIEV	113,277	24,161	-	58,128	-	50,000
45 - UTILITIES	813	1,829	2,108	2,500	2,118	2,000
45022 - COMMUNICATIONS	813	1,829	2,108	2,500	2,118	2,000
46 - FLEET	871	1,455	2,933	5,795	940	4,450
46010 - GAS OIL LUBRICANTS	871	960	1,399	1,841	848	1,600
46020 - TIRES BATTERIES ACC	-	107	-	1,800	-	650
46030 - REPAIR PARTS	-	388	96	2,154	91	2,200
46040 - CONTRACTED MAINT & RPRS	-	-	1,438	-	-	-
48 - CAPITAL OUTLAY	-	2,716	1,684	2,000	155	2,000
48100 - MINOR OFFICE EQUIPMENT	-	2,716	1,684	2,000	155	2,000
<b>Net (Revenue) / Expenditures</b>	<b>\$ 936,574</b>	<b>\$ 616,078</b>	<b>\$ (138,843)</b>	<b>\$ 1,447,736</b>	<b>\$ 169,098</b>	<b>\$ 334,437</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Public Works Solid Waste

**Radnor Township, PA**  
**Public Works Department: Solid Waste**  
**2021 Operating Budget Narrative**



**Department Summary:**

The Public Works Department collects refuse, recycling, and yard waste from Township residents, as well as leaf collection in the fall. The Solid Waste division collects solid waste and recycling from over 7,000 residents each week, along with brush collection on Wednesdays.

Public Works personnel often assist other divisions when manpower need dictate. The Solid Waste Division personnel are called in to assist in snow plowing during larger storms, and also assist with fall leaf collection.

The Public Works Department prides itself on the added value our Solid Waste Division provides our residents; storm clean up, flood debris clean up, and snow plowing.

**Service / Program Descriptions: Solid Waste**

Name	Description
Refuse Collection	The Sanitation Department is responsible for collecting refuse from over 7,000 residences each week.
Recycle Collection	The Sanitation Department is responsible for collecting recycling from over 7,000 residences each week. <u>The more we recycle, the less is spent on tipping fees at the Delaware County Solid Waste Authority.</u> Radnor Townships recycling rate since its inception has averaged over 49%, one of the highest in Delaware County.
Yard Waste Collection	The solid waste division collects brush and yard waste from residents once per week. All yard waste is recycled at Skunk Hollow. The yard waste ground in the Township's tub grinder is made available to residents in the form of wood chips. These wood chips are used as mulch at all Township facilities.
Bulk Collection/Open Truck Pick Up	The Sanitation Department is responsible for collecting bulk items from residents that register online ( <a href="http://www.radnor.com">www.radnor.com</a> ) for this service once a week except for holiday weeks. This service is often referred to as "Open Stop Pick Up".

**Line Item Descriptions: Solid Waste**

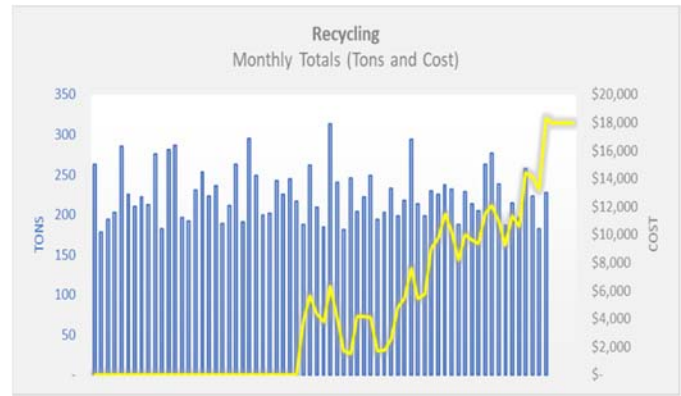
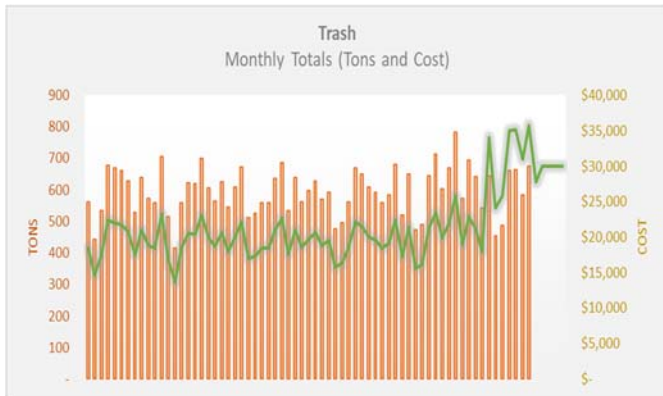
Line Item	Description
Operating Supplies	This line item funds recycle containers, safety supplies, and first aid kits as well as miscellaneous supplies needed by the Solid Waste Division. (Home Depot, Do It Best Hardware, Contract Cleaners)



**Radnor Township, PA**  
**Public Works Department: Solid Waste**  
**2021 Operating Budget Narrative**



Gas, Oil, & Lubricants	This line item funds the cost of all hydraulic oil, engine oil, gasoline, and diesel fuel used in operating the Solid Waste Division’s fleet of 12 “packers” (trash trucks) and 2 pickup trucks. The suppliers are determined annually by sealed bid. (Riggins, Petro Choice)
Tires, Batteries & Accessories	This line item funds tires and batteries for the Solid Waste Division’s twelve packers and 2 pickup trucks. Trash trucks tires are large, costly, and must be replaced more frequently than a typical automobile's tires would be. (Ardmore Tires, NAPA, CCC)
Repair Parts	This line item funds all the repair parts needed for the Solid Waste vehicles, all of which are Internationals. (Gran Turk, G.L.Sayer, Giles and Ransome, NAPA)
Contracted Maintenance and Repair	This line item funds all costs associated with repairs to vehicles that cannot be completed in house, such as major engine repairs, major welding repairs, and leaf spring replacement. (Gran Turk, G.L. Sayer, Keil Welding, Giles and Ransome)
Disposal Fees	This line item funds tipping fees at Delaware County Solid Waste Authority. Actual billing is based on the weight of the trash delivered to the dump. The graphs below demonstrate the cost increase to dispose of recycling and trash. Through late 2020, the annual expense has grown by \$300,000 per year.



Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	430 - PUBLIC WORKS
Division	43003 - SOLID WASTE & RECYCLING

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>\$ (138,063)</b>	<b>\$ (135,525)</b>	<b>\$ (160,851)</b>	<b>\$ (177,500)</b>	<b>\$ (162,989)</b>	<b>\$ (171,400)</b>
<b>07 - DEPARTMENTAL EARNING</b>	<b>(133,805)</b>	<b>(133,110)</b>	<b>(158,082)</b>	<b>(175,000)</b>	<b>(161,562)</b>	<b>(168,900)</b>
30650 - SOLID WASTE-REAR DOOR SERVICE	(95,490)	(94,350)	(104,035)	(105,000)	(103,125)	(113,900)
30660 - SOLID WASTE-OTHER SERVICE	(38,315)	(38,760)	(54,047)	(70,000)	(58,437)	(55,000)
<b>10 - REFUNDS AND MISCELLA</b>	<b>(4,258)</b>	<b>(2,415)</b>	<b>(2,769)</b>	<b>(2,500)</b>	<b>(1,427)</b>	<b>(2,500)</b>
30670 - SALE OF RECYCLED MATERIALS	(4,258)	(2,415)	(2,769)	(2,500)	(1,427)	(2,500)
<b>Expense</b>	<b>\$ 2,863,439</b>	<b>\$ 2,965,354</b>	<b>\$ 3,204,999</b>	<b>\$ 3,182,123</b>	<b>\$ 2,898,810</b>	<b>\$ 3,165,750</b>
<b>40 - WAGES &amp; COMPENSATION</b>	<b>1,505,874</b>	<b>1,637,651</b>	<b>1,703,868</b>	<b>1,700,203</b>	<b>1,619,678</b>	<b>1,630,047</b>
40010 - SALARIES-REGULAR	1,371,653	1,488,468	1,558,207	1,522,165	1,511,793	1,496,154
40011 - SALARIES-PART TIME	30,775	12,673	16,753	63,180	9,047	15,000
40020 - SALARIES-OVERTIME	16,826	37,078	35,243	19,590	9,178	25,000
40030 - SALARIES-LONGEVITY	83,320	96,570	90,890	91,425	87,050	90,050
40031 - SALARIES-SICK PAY INCENTIVE	2,170	1,862	1,575	1,663	1,610	1,663
40032 - SALARIES-MED EXP REIMB	1,130	1,000	1,200	2,180	1,000	2,180
<b>41 - PAYROLL LIABILITIES</b>	<b>885,551</b>	<b>747,042</b>	<b>747,571</b>	<b>701,631</b>	<b>548,789</b>	<b>718,403</b>
41010 - SOCIAL SECURITY TAXES	112,381	122,660	128,096	130,038	121,715	131,796
41021 - WORKERS COMPENSATION	68,522	67,386	66,820	93,847	56,756	85,562
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	186,905	126,483	129,045	101,399	-	101,566
41026 - MEDICAL INS PREMIUMS	495,871	410,373	403,045	347,841	353,423	370,973
41027 - GROUP LIFE & DISABILITY	21,872	20,140	20,564	28,506	16,896	28,506
<b>43 - SUPPLIES &amp; MATERIALS</b>	<b>6,551</b>	<b>6,618</b>	<b>7,835</b>	<b>15,735</b>	<b>5,321</b>	<b>7,500</b>
43045 - POSTAGE	-	-	-	-	-	-
43050 - OPERATING SUPPLIES	6,551	6,618	7,835	15,735	5,321	7,500
<b>44 - CONTRACT SERVICES</b>	<b>278,204</b>	<b>390,311</b>	<b>567,017</b>	<b>559,650</b>	<b>599,593</b>	<b>658,300</b>
44031 - UNIFORMS	733	4,366	4,699	1,500	1,129	3,000
44032 - BOOT ALLOWANCE	3,025	-	3,046	5,755	2,695	3,300
44050 - DISPOSAL FEES	272,196	371,886	557,421	550,000	593,705	650,000
44080 - CREDIT CARD FEES	2,095	1,709	1,851	1,500	1,750	2,000
44110 - CONTRACTED SVS-GENERAL	155	12,350	-	895	314	-
<b>45 - UTILITIES</b>	<b>597</b>	<b>1,206</b>	<b>1,069</b>	<b>1,500</b>	<b>1,509</b>	<b>1,500</b>
45022 - COMMUNICATIONS	597	1,206	1,069	1,500	1,509	1,500
<b>46 - FLEET</b>	<b>186,663</b>	<b>182,526</b>	<b>177,640</b>	<b>203,404</b>	<b>123,920</b>	<b>150,000</b>
46010 - GAS OIL LUBRICANTS	63,607	87,518	73,434	77,377	50,442	75,000
46020 - TIRES BATTERIES ACC	28,490	28,600	23,149	30,870	23,870	20,000
46030 - REPAIR PARTS	28,898	36,811	30,877	42,482	20,288	30,000
46040 - CONTRACTED MAINT & RPRS	65,668	29,598	50,182	52,675	29,320	25,000
<b>Net (Revenue) / Expenditures</b>	<b>\$ 2,725,376</b>	<b>\$ 2,829,828</b>	<b>\$ 3,044,149</b>	<b>\$ 3,004,623</b>	<b>\$ 2,735,821</b>	<b>\$ 2,994,350</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Public Works Highway

**Radnor Township, PA**  
**Public Works Department: Highway Maintenance**  
**2021 Operating Budget Narrative**



**Department Summary:**

The Public Works Department’s Highway Division is responsible for maintenance, and repair of the Township’s streets, inlets, and storm sewer, as well as traffic signals, street lights, and signs.

One of the largest single tasks the Highway Division has is the fall leaf collection program. Leaves are collected from over 7,000 properties in the Township, two times, each fall. Other Public Works Divisions assist in this task. The leaf collection program also includes the composting of the collected leaves at Skunk Hollow. One of the main tasks of the Highway Division is snow removal.

The Highway Division repairs potholes, sweeps streets, patches streets, installs street name signs as well as regulatory signs, installs pavement markings, as well as repairing inlets and storm sewer pipes.

**Service / Program Descriptions: Streets & Highways – Highways General Services**

Name	Description
Signalized Intersections	<p>The Township owns and maintains forty-six signalized intersections, twenty-three school flashers, and seventeen other flashing devices. Although maintenance and operations are funded by the Township, the timing of the traffic signal is controlled by the Pennsylvania Department of Transportation (Penn DOT).</p> <p>Annual inspection and repairs are performed by an outside contractor, awarded by sealed bid. The signs and pavement markings corresponding to the signalized intersections are maintained by Public Works personnel. (Higgins Electric)</p>
Sign Maintenance/Signage	<p>The Township is responsible for all regulatory signage, including speed limit signs up to and including 35 MPH signs. Aside from the aforementioned sign maintenance, the Public Works Department installs signs as determined by the Radnor Township Police Department and Staff Traffic Committee, as well metered spaces in the municipal lots. (H.A. Weigand, Municipal Supply)</p>
Street Lights	<p>The Township’s street lights are maintained by an outside firm, chosen through the sealed bidding process. (Higgins Electric)</p>
Road Repairs	<p>The Public Works Department (PWD) is responsible for pothole repair and patching, curb repair, as well as the Township’s annual street resurfacing project.</p>

**Radnor Township, PA**  
**Public Works Department: Highway Maintenance**  
**2021 Operating Budget Narrative**



Name	Description
Road Repairs - Continued	The street resurfacing project is a capital project funded by the Township’s State Liquid Fuels Fund. The Public Works Department maintains the Township’s 85.66 miles of streets. Streets such as Lancaster Avenue, Sproul Road, Bryn Mawr Avenue, Goshen Road, Darby Paoli Road and Conestoga Road are maintained by the Pennsylvania Department of Transportation (Penn DOT). There are 33.59 miles of State streets that traverse Radnor Township.
Street Sweeping	The Public Works Department (PWD) sweeps streets throughout the year, with the goal of sweeping all Township owned streets three times per year. Street sweeping is done in conjunction with our MS4 permit for stormwater quality, and is also performed after severe weather events.
Leaf Collection	Public Works provides the service of curbside pickup of all Township residents’ leaves. Each of the three service districts are provided two collection periods. All leaves are composted at Skunk Hollow. Leaf collection not only allows the residents an easy method for leaf removal, it also provides for clean streets and inlets. All divisions of the Public Works Department: highway, sewer, solid waste, and parks are used in this large endeavor.
Skunk Hollow Composting Site & Christmas Tree Recycling	All leaves collected from the leaf collection program are composted at Skunk Hollow. Composted leaves are made available for residents’ use at seven locations designated by the Environmental Advisory Committee. Leaf composting is a natural way to recycle. Residents Christmas trees are picked up curbside by Public Works personnel, approximately thirty tons of trees are recycled each year.
Storm Sewer Maintenance	<p>The PWD maintains the Township’s stormwater inlets (approximately one thousand five hundred) and storm sewer pipes (approximately fifty-seven miles).</p> <p>The Township aims to be proactive in cleaning inlets before and after large storms. This is an attempt to reduce flooding and street ponding, as well as follow MS4 requirements. The condition of our stormwater infrastructure, like in municipalities across the country, is in disrepair. The Township enacted a Stormwater Fee to provide a dedicated funding source for capital stormwater related projects. Certain maintenance projects, once fully evaluated, may become capital projects. If the project is approved, the Stormwater Fee funds these capital projects. Normal maintenance is funded through the “01” account, the Township’s general Fund.</p>

**Radnor Township, PA**  
**Public Works Department: Highway Maintenance**  
**2021 Operating Budget Narrative**



Name	Description
Snow Removal	The PWD performs snow removal on the Township’s 85.66 miles of streets, as well as all 33.59 miles of Penn DOT streets (Lancaster Avenue, Conestoga Road, etc.). All streets in Radnor Township are cleared by the PWD. This service utilizes all divisions of the PWD: highway, parks, solid waste, sewer, and vehicle maintenance.
Special Events & Other Services	The highway division provides assistance for many events such as the Fall Festival and Music Festival. The highway division also cleans the sidewalks and streets of the Wayne Business District twelve times per year, hangs holiday banners in Wayne, cleans traffic islands, provides barricades for block parties, and other tasks that may arise.

**Line Item Descriptions: Streets & Highways – Highways General Services**

Line Item	Description
Uniforms	Contractually required safety shirts and sweat shirts
Office Supplies	Computer printer paper, pens & pencils, printer ink (Office Basics)
Postage	Postage of mailings sent by the PWD (USPS)
Operating Supplies	Asphalt, stone, safety equipment, tools, restoration items (erosion control fabric), seed – Purchased from various vendors: (Knowlton Supply, Home Depot, Do It Best Hardware, Glasgow Quarries)
Rentals	Used for short term rental of equipment needed for specific projects that are not in the Township’s fleet
Dues and Subscriptions	Membership in the American Public Works Association, Arbor Day Foundation, and for training of highway division personnel (LTAP, APWA, DVIT)
Contractual Services	This funds employee drug testing mandated for all Commercial Driver’s License holders, as well as PA One Call, which all excavators are required to use by law, for the mark out of utilities (PA One Call)
Maintenance and Repair of Machinery and Equipment	This account funds repairs by outside firms, as well as parts for PWD vehicles and equipment: front end loaders, backhoes, dump trucks, pickup trucks, leaf vacuums, and other equipment (Volvo Service, Keil Welding, Gran Turk, Parts Service Inc., G.L.Sayer.

**Radnor Township, PA**  
**Public Works Department: Highway Maintenance**  
**2021 Operating Budget Narrative**



Maintenance and Repair of Communication Equipment	This account is used for repairs to the PWD's low band two way radios, which are in all trucks and equipment
Gas, Oil, and Lubricants	All purchased for fuel (gasoline & diesel – vendor determined by sealed bid), fluids, and grease are funded by this account. (currently Petro Choice, Riggins)
Tires, Batteries, and Accessories	Tires for all highway equipment, batteries, and replacement parts. (Ardmore tires, NAPA, CCC)
Repair Parts	All repair parts for the highway division are funded by this account. (NAPA Auto Parts, Gran Turk, Parts Service Inc., Mathews Ford, Del Chevrolet, Penn Jersey, Volvo, GL Sayre, Giles and Ransome)
Street Sweeping Contractual Services	The cost is for the removal of street sweeping debris. Other than leaves which are composted, street sweeping debris must be disposed of as solid waste. (trucking fees by sealed bid, Delaware County Solid Waste Authority)
Snow and Ice Removal Operating Services	This line item funds de-icing salt, magnesium chloride and snow meals. (Oceanport for 2019-2020, Minella's, Municipal Supply, HA DeHart,)
Snow and Ice Removal Contractual Services	This line item funds the trucking costs for hauling snow from all municipal parking areas. (Trucking firms vary, TBD.)
Traffic Signals and Signs Traffic Signal Electric	This account is for utilities (electric) for all signalized intersections, school flashers and miscellaneous flashing devices (parks, curve, etc.) (PECO)
Traffic Signals and Signs Operating Supplies	This line item funds all signs, posts, bulbs, and other miscellaneous supplies utilized for the maintenance, repair and installation of all traffic signals and signs. (H.A. Weigand, General Highway, Charles Higgins & Sons, Do It Best Hardware)
Traffic Signals and Signs Maintenance and Repair Traffic Signals	This line item funds the purchase of all signalized intersection repair parts, as well work done by our signal contractor. (General Highway, Charles Higgins & Sons, Armour & Sons, Electrical Supply)
Street Lighting	This line item funds the utility (electric) costs associated with operating all street lights on Township and state roads. (PECO)
Street Lighting Maintenance and Repair Street Lighting	This line item covers all repair and replacement parts for Township owned street lights, by our street light contractor, chosen via sealed bid. (Charles Higgins & Sons Electric)

**Radnor Township, PA**  
**Public Works Department: Highway Maintenance**  
**2021 Operating Budget Narrative**



<p>Curbs and Sidewalks Operating Supplies</p>	<p>This line item funds the cost of supplies associated with curb and sidewalk (on Township owned facilities) repair and maintenance, including restoration from the repair. (Marinelli Concrete, Glasgow, Do It Best Hardware, Home Depot, Knowlton Supplies)</p>
<p>Drainage Operating Supplies</p>	<p>This line item funds the cost of supplies used in storm sewer pipe repair, inlet repair, swales, headwalls, including restoration. The material used: bricks, mortar, pipe, asphalt, stone, seed, concrete. (Marinelli Concrete, Lane Pipe, Knowlton Supply, Glasgow Quarry)</p>
<p>Road Maintenance and Repair Operating Supplies</p>	<p>This line item funds the cost of supplies associated with road repairs, including asphalt, stone, sealer, asphalt saw blades. (Glasgow, Norris Sales, Do It Best Hardware, Home Depot)</p>
<p>Road Maintenance and Repair Rentals</p>	<p>This line item funds the cost of equipment rentals for road repairs, such as attachments to the skid steer, or equipment not in the Township fleet. (Norris Sales, New Holland Equipment, Knox Rentals, Norris Sales and Rentals)</p>
<p>Road Maintenance and Repair Contractual Services</p>	<p>This line item funds the cost of hauling and dumping of road repair debris at the landfill; the cost of the tipping fee and/or trucking. (Delaware County Solid Waste Authority, trucking TBD.)</p>



Projection 21001 - 2021 Operating Budget  
 Fund 001 - GENERAL FUND  
 Account Status Active  
 Departments 430 - PUBLIC WORKS  
 Division (Multiple Items)

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>\$ (90,464)</b>	<b>\$ (140,979)</b>	<b>\$ (221,987)</b>	<b>\$ (121,720)</b>	<b>\$ (147,747)</b>	<b>\$ (114,220)</b>
<b>03 - LICENSES &amp; PERMITS</b>	<b>(7,050)</b>	<b>(4,950)</b>	<b>(1,550)</b>	<b>(10,000)</b>	<b>(750)</b>	<b>(2,500)</b>
31120 - SEWAGE ENFORCEMENT	(7,050)	(4,950)	(1,550)	(10,000)	(750)	(2,500)
<b>06 - GRANTS AND GIFTS</b>	<b>(83,414)</b>	<b>(136,029)</b>	<b>(220,437)</b>	<b>(111,720)</b>	<b>(146,997)</b>	<b>(111,720)</b>
30450 - COUNTY HWY. AID	-	-	(110,160)	(36,720)	(36,720)	(36,720)
30490 - STATE SNOW REMOVAL SHARE	(83,414)	(136,029)	(110,277)	(75,000)	(110,277)	(75,000)
<b>Expense</b>	<b>\$ 2,250,133</b>	<b>\$ 2,255,662</b>	<b>\$ 2,188,486</b>	<b>\$ 2,299,212</b>	<b>\$ 1,582,828</b>	<b>\$ 2,327,054</b>
<b>40 - WAGES &amp; COMPENSATION</b>	<b>1,032,443</b>	<b>991,860</b>	<b>1,070,860</b>	<b>1,094,266</b>	<b>813,798</b>	<b>1,172,667</b>
40010 - SALARIES-REGULAR	814,537	798,865	860,595	873,636	683,033	987,452
40011 - SALARIES-PART TIME	54	105	402	-	273	-
40020 - SALARIES-OVERTIME	137,927	117,828	123,913	137,745	42,753	100,000
40030 - SALARIES-LONGEVITY	78,160	72,960	83,450	81,200	85,275	83,025
40031 - SALARIES-SICK PAY INCENTIVE	595	1,001	1,400	595	1,365	1,100
40032 - SALARIES-MED EXP REIMB	1,170	1,100	1,100	1,090	1,100	1,090
<b>41 - PAYROLL LIABILITIES</b>	<b>601,849</b>	<b>543,356</b>	<b>491,464</b>	<b>470,762</b>	<b>337,888</b>	<b>496,867</b>
41010 - SOCIAL SECURITY TAXES	76,827	74,080	80,114	83,347	60,926	84,752
41021 - WORKERS COMPENSATION	88,594	50,377	42,842	59,591	36,038	60,817
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	115,367	89,373	89,595	84,215	-	88,637
41026 - MEDICAL INS PREMIUMS	307,040	315,460	264,951	229,370	228,157	248,422
41027 - GROUP LIFE & DISABILITY	14,021	14,066	13,963	14,239	12,766	14,239
<b>42 - EMPLOYEE DEVELOPMENT</b>	<b>25</b>	<b>2,200</b>	<b>325</b>	<b>3,650</b>	<b>464</b>	<b>-</b>
42040 - PROFESSIONAL DEVELOPMENT	-	2,200	300	3,400	149	-
42041 - DUES & SUBSCRIPTIONS	25	-	25	250	315	-
<b>43 - SUPPLIES &amp; MATERIALS</b>	<b>191,631</b>	<b>241,471</b>	<b>185,910</b>	<b>209,420</b>	<b>43,823</b>	<b>198,750</b>
43040 - OFFICE SUPPLIES	592	748	626	750	500	750
43045 - POSTAGE	301	-	-	300	-	-
43050 - OPERATING SUPPLIES	190,738	240,723	185,284	208,370	43,323	198,000
<b>44 - CONTRACT SERVICES</b>	<b>171,150</b>	<b>138,786</b>	<b>118,333</b>	<b>157,963</b>	<b>129,007</b>	<b>107,050</b>
44030 - RENTALS	-	-	-	-	-	-
44031 - UNIFORMS	5,001	3,275	2,651	3,500	649	3,500
44032 - BOOT ALLOWANCE	1,514	-	1,800	6,830	1,830	5,000
44080 - CREDIT CARD FEES	-	36	39	50	60	50
44110 - CONTRACTED SVS-GENERAL	20,918	25,420	10,784	39,023	6,390	3,000
44111 - CONTRACTED SVS-EMRG SS	-	-	-	-	-	-
44310 - M&R-BLDGS.&FIXTURES	47,108	58,784	40,983	51,631	46,149	50,000
44311 - M&R-MACHINERY&EQUIP.	19,341	7,031	1,683	20,794	3,888	9,500
44312 - M&R-TRAFFIC SIGNALS	77,041	44,240	60,393	35,135	70,041	35,000
44314 - M&R-COMMUNICATIONS EQPT	228	-	-	1,000	-	1,000
<b>45 - UTILITIES</b>	<b>177,461</b>	<b>184,166</b>	<b>175,086</b>	<b>187,800</b>	<b>172,623</b>	<b>181,500</b>
45020 - UTILITIES-TRAFFIC SIGNALS	7,835	11,634	10,254	12,300	10,057	11,000
45021 - UTILITIES-STREET LIGHTING	165,095	168,713	160,784	170,000	159,261	165,000
45022 - COMMUNICATIONS	4,532	3,820	4,048	5,500	3,305	5,500
<b>46 - FLEET</b>	<b>75,575</b>	<b>117,105</b>	<b>76,719</b>	<b>134,680</b>	<b>69,321</b>	<b>133,500</b>
46010 - GAS OIL LUBRICANTS	31,693	48,239	44,484	50,204	23,314	50,000
46020 - TIRES BATTERIES ACC	5,316	19,200	8,463	15,262	6,823	15,000
46030 - REPAIR PARTS	25,192	43,566	29,936	59,534	23,911	56,500
46040 - CONTRACTED MAINT & RPRS	13,373	6,100	(6,164)	9,680	15,273	12,000
<b>48 - CAPITAL OUTLAY</b>	<b>-</b>	<b>36,720</b>	<b>69,788</b>	<b>40,672</b>	<b>15,904</b>	<b>36,720</b>
48100 - MINOR OFFICE EQUIPMENT	-	-	-	300	-	-
48213 - ROAD RESURFACING	-	36,720	69,788	40,372	15,904	36,720
<b>Net (Revenue) / Expenditures</b>	<b>\$ 2,159,670</b>	<b>\$ 2,114,683</b>	<b>\$ 1,966,498</b>	<b>\$ 2,177,492</b>	<b>\$ 1,435,081</b>	<b>\$ 2,212,834</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Public Works Mechanics

**Radnor Township, PA**  
**Public Works Department: Mechanics**  
**2021 Operating Budget Narrative**



**Department Summary:**

The Public Works Department Fleet Maintenance Division is responsible for keeping over 130 pieces of vehicles, equipment and trailers inspected, maintained, and in good operating order. These are all Township rolling stock, servicing all departments: Police, Engineering, Public Works, Recreation and Community Programming, Community Development, and Administration.

The three-person division performs State inspections, performs repairs, and installs tires. The Fleet Maintenance Division is also an integral part of the Township’s winter operations; from repairing trucks to plowing streets.

**Service / Program Descriptions: Mechanics**

Name	Description
<b>Vehicle Maintenance</b>	The Fleet Maintenance Department is responsible for the maintenance and repair of 130 vehicles and equipment. The mechanics perform tasks such as welding, as well as minor and major equipment repair. In house repairs reduce down time and expenses.
<b>Miscellaneous Responsibilities</b>	The fleet Maintenance Department is responsible for the state inspections of all vehicles within the township fleet. The department maintains records of all state inspection stickers and regulations. The department must maintain up to date records regarding DEP in ground fuel storage tanks registrations, inspections and permit certificates. The department is also responsible to assist in composing bid specifications for vehicles, equipment, fuel and lubricants purchased by the township. This division also assists in snow removal operations.

**Line Item Descriptions: Mechanics**

Line Item	Description
Operating Supplies	Items such as degreaser, rags, nuts, bolts, tools, wire, cleaner, and other items used. (NAPA, Parts Service, GL Sayre, Giles and Ransome, HA DeHart, Truck Supply)
Communications	This fee is for the telephone (land line) service as well as the foreman’s cell phone. (Sprint, Verizon)
Uniforms	The three mechanics, due to the nature of their work, are provided uniforms via a uniform service. (Cintas)

**Radnor Township, PA**  
**Public Works Department: Mechanics**  
**2021 Operating Budget Narrative**



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Line Item	Description
Gasoline, Oil & Lubricants	This line item funds the cost of all fuel and fluids used in operating the Fleet Maintenance Division, a utility truck with welding and tool carrying capabilities, and a pickup truck with a fuel tank. (Fuel and lubricants suppliers are determined by sealed bid)
Tires, Batteries & Accessories	This line item funds the tires, batteries, and for the two fleet maintenance vehicles. (Ardmore Tire, NAPA)
Repair Parts	Repair parts for the two fleet maintenance vehicles are funded by this line item. (Del Chevrolet, Videon, Matthews Ford)

Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	430 - PUBLIC WORKS
Division	43005 - MECHANICS

Expense	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>40 - WAGES &amp; COMPENSATION</b>	<b>396,418</b>	<b>374,283</b>	<b>393,885</b>	<b>385,138</b>	<b>321,132</b>	<b>397,420</b>
40010 - SALARIES-REGULAR	250,131	226,694	236,420	240,308	208,750	248,223
40011 - SALARIES-PART TIME	-	-	-	-	-	-
40020 - SALARIES-OVERTIME	4,487	11,718	17,603	700	2,687	4,000
40030 - SALARIES-LONGEVITY	11,125	8,855	8,350	9,050	9,050	9,750
40031 - SALARIES-SICK PAY INCENTIVE	455	560	70	105	350	105
40032 - SALARIES-MED EXP REIMB	200	200	100	300	100	300
<b>41 - PAYROLL LIABILITIES</b>	<b>109,642</b>	<b>105,909</b>	<b>108,553</b>	<b>104,853</b>	<b>80,420</b>	<b>106,392</b>
41010 - SOCIAL SECURITY TAXES	19,975	18,696	19,781	19,161	16,637	19,858
41021 - WORKERS COMPENSATION	10,398	10,225	9,482	13,259	8,018	13,100
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	32,513	16,232	16,461	14,239	-	15,105
41026 - MEDICAL INS PREMIUMS	44,326	58,326	60,463	55,132	53,669	55,267
41027 - GROUP LIFE & DISABILITY	2,430	2,429	2,366	3,062	2,095	3,062
<b>43 - SUPPLIES &amp; MATERIALS</b>	<b>11,120</b>	<b>10,101</b>	<b>9,895</b>	<b>14,034</b>	<b>7,382</b>	<b>14,000</b>
43050 - OPERATING SUPPLIES	11,120	10,101	9,895	14,034	7,382	14,000
<b>44 - CONTRACT SERVICES</b>	<b>5,585</b>	<b>7,319</b>	<b>9,634</b>	<b>11,554</b>	<b>8,854</b>	<b>10,900</b>
44031 - UNIFORMS	5,172	7,319	9,218	10,686	8,436	10,000
44032 - BOOT ALLOWANCE	413	-	415	868	418	900
<b>45 - UTILITIES</b>	<b>601</b>	<b>642</b>	<b>1,657</b>	<b>1,200</b>	<b>987</b>	<b>1,750</b>
45022 - COMMUNICATIONS	601	642	1,657	1,200	987	1,750
<b>46 - FLEET</b>	<b>3,072</b>	<b>2,285</b>	<b>1,603</b>	<b>3,034</b>	<b>2,553</b>	<b>2,000</b>
46010 - GAS OIL LUBRICANTS	3,072	2,285	1,603	3,034	2,553	2,000
46030 - REPAIR PARTS	-	-	-	-	-	-
<b>Net (Revenue) / Expenditures</b>	<b>396,418</b>	<b>374,283</b>	<b>393,885</b>	<b>385,138</b>	<b>321,132</b>	<b>397,420</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Public Works Park Maintenance

**Radnor Township, PA**  
**Public Works Department: Parks Maintenance**  
**2021 Operating Budget Narrative**



**Department Summary:**

The Public Works Department’s Parks Maintenance Division (PMD) maintains the Township’s twenty-five parks and recreational facilities, maintains the Radnor Trail as well as other trails in Skunk Hollow, Ithan Valley Park, and the Willows. This division also supports the Recreation and Community Programming Department for their events.

The Parks Maintenance Division also serves as the in-house tree division. The Parks Maintenance Division makes up half of our snow fighting group, as well as assists on leaf collection.

**Service / Program Descriptions: Parks Maintenance**

Name	Description
Grass Cutting, String Trimming, Flower Bed Maintenance, Shrubbery Trimming and Leaf Removal	The Parks Maintenance Division (PMD) is responsible for maintaining all Township owned parks, playgrounds and athletic fields. The Township’s parks are well maintained, and provide a great atmosphere for active and passive recreation, as well staging for many of the Recreation Department’s events and programs.
Athletic Field Maintenance	The Parks Maintenance Division of the Public Works Department strives to maintain the Township’s athletic fields at a high level. Weather permitting, ball fields are groomed three times per week, and athletic fields are cut two times per week.
Tree removal	The PMD performs our in-house tree work throughout the year. Township crews will remove trees within the township right-of-way and in our parks. For trees beyond our equipment’s capability, outside vendors are used. Parks Maintenance crews are also responsible to remove fallen trees on township roadways as a result of storm damage.
Miscellaneous	The Parks Department provides the following additional services: fence repairs and clearing, trash collection at playing fields and in the parks, cleaning and restocking all comfort stations, roadside mowing, maintenance of all picnic tables, grills and trash receptacles, cleaning of gutters on all township owned buildings, set up and clean up for the summer concert series and the maintenance of all gateway enhancement installations.

**Radnor Township, PA**  
**Public Works Department: Parks Maintenance**  
**2021 Operating Budget Narrative**



**Line Item Descriptions: Parks Maintenance**

Line Item	Description
Utilities	This line item funds the cost of all utilities associated with our parks, comfort stations and lighted ball fields. (Aqua Pa, PECO, Potty Queen)
Communications	This line item funds the cost of the Parks Maintenance Division's cell phones and truck radio maintenance and repairs. (Verizon)
Uniforms	This line item funds contractually obligated cost of tee shirts and sweatshirts, safety green. (Flocco's Discount Clothing)
Operating Supplies	This line item funds the cost of turf supplies, ball field clay (diamondtex), comfort station supplies, string trimmer line, safety supplies, fence repair parts, erosion blanket, wood carpet for tot lots, pitcher plates, bases, basketball nets and other miscellaneous landscape supplies. (Home Depot, Knowlton Supplies, Berwyn Lawn Mower, Main Line Mower, Cherry Valley Tractor)
Professional Development	This line item funds the cost of seminars on Playground Safety Inspections, required CEU's for pesticide and herbicide licensing, and other miscellaneous trade shows related to turf and playground maintenance.
Dues and Subscriptions	This line item funds memberships in the Pennsylvania Turf Council, Pesticide Licenses, and publications related to grounds maintenance.
Contractual Services	This line item funds the cost of maintenance contracts for the sprinkler system at Ditmar Park, and the fountains at the Willows. (Knox Rentals, Sharkey Sprinkler).
Maintenance and Repair Buildings and Fixtures	This line item funds repairs to comfort stations, playground equipment and other miscellaneous fixtures.
Maintenance and Repair Machinery and Equipment	This line item would fund the cost of repairs to tractors, mowers, blowers, brush chipper and other miscellaneous equipment. (Main Line Mower, New Holland Equipment, Berwyn Lawn Mower, Cherry Valley Tractor).



Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	430 - PUBLIC WORKS
Division	43004 - PARK MAINTENANCE

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Expense</b>	<b>\$ 1,811,684</b>	<b>\$ 1,949,533</b>	<b>\$ 1,894,207</b>	<b>\$ 2,001,210</b>	<b>\$ 1,376,570</b>	<b>\$ 1,759,095</b>
<b>40 - WAGES &amp; COMPENSATION</b>	<b>975,344</b>	<b>936,590</b>	<b>939,514</b>	<b>1,084,820</b>	<b>738,440</b>	<b>937,018</b>
40010 - SALARIES-REGULAR	890,887	830,736	830,014	1,023,236	668,547	863,145
40011 - SALARIES-PART TIME	-	273	-	-	100	-
40020 - SALARIES-OVERTIME	33,682	55,395	61,295	6,561	17,738	15,000
40030 - SALARIES-LONGEVITY	50,015	48,485	46,625	52,475	50,475	56,325
40031 - SALARIES-SICK PAY INCENTIVE	-	1,001	980	1,138	980	1,138
40032 - SALARIES-MED EXP REIMB	760	700	600	1,410	600	1,410
<b>41 - PAYROLL LIABILITIES</b>	<b>511,713</b>	<b>531,438</b>	<b>498,133</b>	<b>508,621</b>	<b>353,110</b>	<b>484,177</b>
41010 - SOCIAL SECURITY TAXES	72,909	70,071	70,310	82,855	55,393	78,686
41021 - WORKERS COMPENSATION	45,223	44,473	32,221	62,358	37,712	51,528
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	127,819	91,792	95,557	68,387	-	72,563
41026 - MEDICAL INS PREMIUMS	253,589	312,304	287,393	277,701	247,882	264,080
41027 - GROUP LIFE & DISABILITY	12,174	12,798	12,652	17,320	12,124	17,320
<b>42 - EMPLOYEE DEVELOPMENT</b>	<b>(888)</b>	<b>300</b>	<b>812</b>	<b>560</b>	<b>391</b>	<b>1,000</b>
42040 - PROFESSIONAL DEVELOPMENT	(958)	300	812	500	356	1,000
42041 - DUES & SUBSCRIPTIONS	70	-	-	60	35	-
<b>43 - SUPPLIES &amp; MATERIALS</b>	<b>48,783</b>	<b>52,825</b>	<b>58,397</b>	<b>73,091</b>	<b>51,015</b>	<b>56,200</b>
43050 - OPERATING SUPPLIES	48,783	52,825	58,397	73,091	51,015	56,200
<b>44 - CONTRACT SERVICES</b>	<b>198,993</b>	<b>331,536</b>	<b>308,835</b>	<b>217,298</b>	<b>150,004</b>	<b>180,200</b>
44031 - UNIFORMS	947	3,311	3,133	2,000	706	3,000
44032 - BOOT ALLOWANCE	1,513	-	1,523	3,870	1,815	2,200
44051 - BIG TREE PLANTING	-	-	-	-	-	-
44110 - CONTRACTED SVS-GENERAL	185,101	315,605	294,226	194,918	132,509	165,000
44310 - M&R-BLDGS.&FIXTURES	5,431	3,073	5,022	5,010	3,347	5,000
44311 - M&R-MACHINERY&EQUIP.	6,001	9,548	4,931	11,500	11,627	5,000
<b>45 - UTILITIES</b>	<b>43,984</b>	<b>47,964</b>	<b>44,299</b>	<b>50,403</b>	<b>45,795</b>	<b>50,000</b>
45010 - UTILITIES	42,017	45,919	42,152	48,403	43,712	48,000
45022 - COMMUNICATIONS	1,967	2,046	2,147	2,000	2,083	2,000
<b>46 - FLEET</b>	<b>33,755</b>	<b>48,879</b>	<b>42,597</b>	<b>63,916</b>	<b>36,842</b>	<b>47,500</b>
46010 - GAS OIL LUBRICANTS	19,446	25,057	25,311	29,704	13,840	25,000
46020 - TIRES BATTERIES ACC	3,507	5,214	3,484	6,831	4,209	4,000
46030 - REPAIR PARTS	3,407	15,051	7,482	16,589	7,803	8,500
46040 - CONTRACTED MAINT & RPRS	7,394	3,558	6,318	10,792	10,990	10,000
<b>48 - CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>1,620</b>	<b>2,500</b>	<b>974</b>	<b>3,000</b>
48100 - MINOR OFFICE EQUIPMENT	-	-	1,620	2,500	974	3,000
<b>Net (Revenue) / Expenditures</b>	<b>\$ 1,811,684</b>	<b>\$ 1,949,533</b>	<b>\$ 1,894,207</b>	<b>\$ 2,001,210</b>	<b>\$ 1,376,570</b>	<b>\$ 1,759,095</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Recreation and Community  
Programming

# Radnor Township

## Department Recreation & Community Programming

### 2021 Operating Budget Narrative

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#### **Department of Recreation & Community Programming Responsibility:**

The Radnor Township Department of Recreation & Community Programming is responsible for the administration and management of year-round recreational programming and community events and the Township parks and recreation facilities. The Department aims to serve the best interests of residents by offering an array of recreational opportunities while maintaining a secure environment that enhances quality of life. The Department is comprised of a Director and three full-time staff members; 45+ part-time, seasonal staff members; 50+ seasonal, contracted vendors and staff; numerous annual program and event volunteers; and a summer internship program.

#### **Recreational Programming and Community Events**

- Development and implementation of 100+ annual recreation programs and community events for all ages including camps, health and wellness initiatives, excursions, and discount ticket program with annual participation at 20,000+.
- Accomplished by using 30+ facilities throughout the Township including Radnor Activity Center at Sulpizio Gymnasium, Township parks, private and public schools including Radnor School District.
- Led and managed by Department full and part-time, seasonal staff and vendors, and in cooperation with other Township Departments, and local businesses and organizations.
- Oversee curriculum development, health and safety management, on-site logistics and set-up, and the procurement of all related operating equipment.
- Conduct ongoing needs assessments to measure success in meeting the needs of the community.
- Conduct all related marketing and advertising for Department services including graphics design of materials and publications, parks and recreation webpages, and cross promotions with organizations and businesses; production of a weekly e-newsletter to residents and daily social media communications; and filming promotional segments for Radnor 411 and Main Line Network.
- Development and management of Department Sponsorship Program totaling 150+ unique contributions annually comprised of monetary, in-kind, and services along with the corresponding agreement/benefits development with the involved businesses, organizations, and individuals.
- Development and management of Department community-based partnerships including 50+ organizations, businesses, and individuals annually that take the form of collaborations in event delivery, promotional synergies, and other strategic cooperative ventures such as public-private partnership opportunities relative to programming and events and parks and recreation facilities.
- Oversee the Township's Advertising Policy & Plan.

#### **Personnel and Vendor Management**

- Responsible for hiring, supervising, and evaluating all staff and contracted services that provide leadership in programming areas along with managing the corresponding contractual agreements.
- Conduct a systematic approach to employee and vendor screening that includes compliance with the PA Child Protective Services Laws (Criminal Record Check, Child Abuse Clearance, and FBI Fingerprinting Report); structured trainings related to health and safety, child abuse and molestation, and emergency planning; professional assessments, and professionally-guided policies on indemnification and insurance, risk, and legal.

#### **Parks and Recreational Facilities**

- **26 parks** – (two owned by Radnor Township School District) totaling 400+ acres including active recreational amenities such playgrounds and ballfields, and passive recreational features such as scenic views and natural landscapes, and wooded trails and open space, all for the recreational pleasure of Radnor Township residents.

# Radnor Township

## Department Recreation & Community Programming

### 2021 Operating Budget Narrative

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- **Radnor Activity Center at Sulpizio Gymnasium** - leased to the Township by Radnor School District, part of the former Radnor Middle School, renovated in 2008 for use by residents and organizations consisting of a full size, gymnasium that is available for Department-led recreational programming, special events, and community rentals; Department oversees the general maintenance including the cleaning contract and major capital improvements.
- **Radnor Skatepark** - public skatepark with several standard ramp and box features such as quarterpipes, pyramid and fly box obstacles, handrails and grind ledges.
- **The Willows Park, Mansion, and Cottage** - 47-acre estate property owned by Radnor Township. The Township works in cooperation with the Willows Park Preserve (WPP) under an approved lease agreement to restore, maintain, and operate the Willows Mansion. The Department works with the WPP to coordinate park usage and events as well as formal usage and programming of the park, picnic areas, and Cottage.
- **Radnor Multipurpose Trail & Trail System** – 2.4-mile walking/biking trail along the former P&W Trail Tracks and vast network of hiking trails and park walking paths in 14 locations.
- Oversee and administer the formal scheduling of activities, permitted usage, and operations and the maintenance (in cooperation with the Township Public Works Department) across the park system – includes group picnics at over 7 locations, pavilion usage at 2 locations, 2 tennis court locations, pickleball locations, 5 basketball court locations, 11 playgrounds, 12 ballfields at 8 locations, 11 multipurpose fields at 9 locations including Radnor Memorial Turf field with lights, 8 comfort stations, 5+ miles of trails; and several other park amenities such as parking lots, fencing, bridges, and walking paths; Department serves as the direct liaison to 50+ user groups throughout the year.
- Develop, recommend, and implement short- and long-term capital improvement projects in cooperation with the Engineering Department, Public Works Department, Parks & Recreation Board, and ultimately the Board of Commissioners.
- Coordinate scout projects, parks and trail clean ups, student service projects, and other special community-related park and recreation facility projects and community events.
- Work closely with community sports and civic organizations to carry out their goals and objectives as they relate to the Township parks and recreation facilities in the best interests of the residents.

#### **General Services and Administration**

- Conduct ongoing strategic planning and development of short- and long-term priorities related to Department service delivery areas and driven to meet the quality of life interests of residents.
- Provide long- and short-term guidance and leadership on the operating and capital budget.
- Serve as the Township representative to the Parks & Recreation Board, Wayne Senior Center Board, and the Sports Legends of Delaware County Board; serve on the Township Safety Committee.
- Implement Department efficiencies and advance service delivery by conducting research and networking with professionals/organizations in the parks and recreation field – active member of the National Recreation & Parks Association; PA Recreation & Parks Society; Programmer’s Exchange Network; and the American Camp Association.
- Conduct annual risk and legal assessments, review of policies and procedures, and usage fees.
- Administer daily finances including revenue and expenses; process registrations via MyRec online registration system, income receipts, and documentation of facility usages; develop performance reports for all service areas.
- Serve as a community resource and direct liaison by providing information by phone, email, and in-person on Department and Township services, community events, and community civic and sports organizations within the Township.

**Radnor Township  
Department Recreation & Community Programming  
2021 Operating Budget Narrative**



**Department Line Item Descriptions:**

***Recreation Administration***

<b>Line Item</b>	<b>Description</b>
<b>Office Supplies</b>	Covers daily office operating supplies such as notepads, pens, tape, ink cartridges, folders, binders, envelopes, copier machine paper supply, business cards, board member nameplates, and the Department's expense portion for checks and the Township website.
<b>Postage</b>	Covers mailings done through the office.
<b>Professional Development</b>	Allocates funding for classes, conferences, and webinars that expand staff knowledge and provide useful information to apply to the vast areas of Department services.
<b>Dues and Subscriptions</b>	Allocates funding for membership in various parks and recreation related organizations such as the national and state recreation and parks associations; subscriptions to resources that expand staff knowledge and provide useful information to apply to the vast areas of Department services.
<b>Communications</b>	Allocates funding for monthly cellular/data services for Department Program Supervisor, Program Coordinator, and the Day Camp Program along cellular/data services for tablets for Director and Program Supervisor.
<b>Gas, Oil &amp; Lubricants</b>	Allocates funding to cover gas and fluids for vehicle used by Department which is shared with the Engineering Department.
<b>Tires, Batteries and Accessories</b>	Allocates funding to cover tires, batteries and additional accessories for vehicle that is shared with the Engineering Department.
<b>Repair Parts</b>	Allocates funding to cover parts for vehicle that is shared with the Engineering Department.
<b>Contracted Maintenance and Repairs</b>	Allocates funding to cover maintenance and parts for vehicle that is shared with Engineering Department.

**Radnor Township  
Department Recreation & Community Programming  
2021 Operating Budget Narrative**



**Recreation Programs**

Line Item	Description
<p><b>Salaries: Part-Time/Seasonal</b></p>	<p>Allocates funding for seasonal, part-time staff needed to coordinate and lead summer camps, programming and events throughout the year; requires specialized skills and qualifications in order to lead and teach specific activities, camps, and programs. <i>The resources utilized in this area require the establishment of program/event proceeds or sponsorships to cover the costs; these expenditures vary based on the establishment of those proceeds.</i></p>
<p><b>Recreation Supplies</b></p>	<p>Allocates funding for Department items necessary for operating programs and events such as sports equipment, health and safety supplies, arts and crafts supplies, signage, apparel, brochures, park parts and hardware such as keys for storage and bathrooms and other miscellaneous parks and recreation supplies. Since program and event planning takes place on an evolving basis with several variables such as participation, purchasing needs and corresponding vendors vary each year. <i>Most of the items utilized in this area require the establishment of program/event proceeds or sponsorships to cover the full cost; these expenditures vary based on the establishment of those proceeds.</i></p>
<p><b>Rentals</b></p>	<p>Allocates funding for Department rentals and items such as facility rental fees for seasonal programming, transportation for seasonal and day camp trips, specialty vendors for community events such as entertainment, audio visual, portable toilettes, and lighting. Since program and event planning takes place on an evolving basis with several variables such as participation, purchasing needs and corresponding vendors vary each year. <i>Most of the items utilized in this area require the establishment of program/event proceeds or sponsorships to cover the full cost; these expenditures vary based on the establishment of those proceeds.</i></p>
<p><b>Contractual Services</b></p>	<p>Allocates funding for Department services that require outside support vendors or individuals with specialized skills such as instructors and vendors for programming and events (e.g., tennis, skateboarding, music, creative and performing arts, various sports, and entertainment); and other areas such as discount ticket program fees; admission ticket fees for annual trip to the US Open Tennis Championships; music agency licensing fees; services for employee drug testing, background checks, and job advertising fees; and online registration services. Since program and event planning takes place on an evolving basis with several variables such as participation, purchasing needs and corresponding vendors vary each year. <i>Most of the items utilized in this area require the establishment of program/event proceeds or sponsorships to cover the full cost; these expenditures vary based on the establishment of those proceeds.</i></p>
<p><b>Credit Card Fees</b></p>	<p>Allocates funding for the credit card fees associated credit card payment processing for services such as program registration, facility rentals, and other service areas. <i>Most of the costs in this area require the establishment of program/event proceeds to cover the full cost.</i></p>

**Radnor Township  
 Department Recreation & Community Programming  
 2021 Operating Budget Narrative**



**Sulpizio Gym**

<b>Line Item</b>	<b>Description</b>
<b>Utilities</b>	Allocates funding to cover building utility bills such as water, electric, and gas.
<b>Communications</b>	Allocates funding to cover internal phone lines that are needed for the fire/intrusion alarm system, internet that is needed for the remote electronic system for doors, and related expenses or repairs.
<b>Operating Supplies</b>	Allocates funding for minor building operational parts, hardware and cleaning supplies; scoreboard supplies, and recreational programming equipment.
<b>Contractual Services</b>	Allocates funding for services that require outside services or vendors related to the building as well as the programming that takes place at building such as instructors and vendors that have specialized skills and qualifications for the delivery of programming, performers and vendors for special events, sports referees, online registration, water filtration system/water testing services for water fountains, and fire alarm and security services. <i>Many of the costs in this area require the establishment of program/event proceeds to cover the full cost.</i>
<b>Credit Card Fees</b>	Allocates funding for credit card fees associated with credit card processing for building services such as program registration, facility rentals, and other service areas related specifically to Sulpizio Gym.
<b>Maintenance and Repair: Buildings and Fixtures</b>	Allocates funding to repair, replace, and maintain building items such as plumbing and bathroom fixtures, electrical parts, and equipment such as bleachers and basketball baskets, doorway configurations by security company, supplies for floor refinishing and cleaning, hardware supplies such as keys.
<b>Maintenance and Repair: Machines and Equipment</b>	Allocates funding to repair, replace, and maintain building machines and equipment such as HVAC, etc.
<b>Cleaning Contract</b>	Allocates funding for Sulpizio Gym contracted cleaning company.

Projection 21001 - 2021 Operating Budget  
 Fund 001 - GENERAL FUND  
 Account Status Active  
 Departments 450 - REC & COMMUNITY PROGRAMMING

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>\$ (487,628)</b>	<b>\$ (550,170)</b>	<b>\$ (506,668)</b>	<b>\$ (455,000)</b>	<b>\$ (198,253)</b>	<b>\$ (505,000)</b>
<b>45001 - RECREATION &amp; COMM PROG ADMIN</b>	<b>(35,200)</b>	<b>(41,850)</b>	<b>(25,500)</b>	<b>(40,000)</b>	<b>(22,500)</b>	<b>(40,000)</b>
07 - DEPARTMENTAL EARNING	(35,200)	(41,850)	(25,500)	(40,000)	(22,500)	(40,000)
<b>45002 - RECREATION PROGRAMS</b>	<b>(403,814)</b>	<b>(475,946)</b>	<b>(474,371)</b>	<b>(375,000)</b>	<b>(156,080)</b>	<b>(425,000)</b>
07 - DEPARTMENTAL EARNING	(403,814)	(475,946)	(474,371)	(375,000)	(156,080)	(425,000)
<b>45003 - Sulpizio GYM/PROGRAMMING</b>	<b>(48,614)</b>	<b>(32,374)</b>	<b>(6,797)</b>	<b>(40,000)</b>	<b>(19,673)</b>	<b>(40,000)</b>
07 - DEPARTMENTAL EARNING	(48,614)	(32,374)	(6,797)	(40,000)	(19,673)	(40,000)
<b>Expense</b>	<b>\$ 687,805</b>	<b>\$ 735,426</b>	<b>\$ 705,838</b>	<b>\$ 812,241</b>	<b>\$ 434,764</b>	<b>\$ 726,549</b>
<b>45001 - RECREATION &amp; COMM PROG ADMIN</b>	<b>331,621</b>	<b>337,895</b>	<b>384,904</b>	<b>386,983</b>	<b>342,363</b>	<b>412,599</b>
40 - WAGES & COMPENSATION	217,828	241,623	279,085	283,179	262,352	295,677
40010 - SALARIES-REGULAR	207,128	241,523	278,152	283,179	261,331	295,677
40011 - SALARIES-PART TIME	9,410	-	-	-	-	-
40020 - SALARIES-OVERTIME	-	-	834	-	921	-
40030 - SALARIES-LONGEVITY	-	-	-	-	-	-
40031 - SALARIES-SICK PAY INCENTIVE	1,190	-	-	-	-	-
40032 - SALARIES-MED EXP REIMB	100	100	100	-	100	-
41 - PAYROLL LIABILITIES	110,028	91,144	100,458	97,684	86,122	112,022
41010 - SOCIAL SECURITY TAXES	16,169	17,807	20,615	21,604	19,601	22,619
41021 - WORKERS COMPENSATION	8,904	8,756	10,187	14,991	9,066	14,951
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	29,147	10,094	10,258	8,547	-	9,070
41026 - MEDICAL INS PREMIUMS	54,017	52,820	57,396	49,893	55,643	62,733
41027 - GROUP LIFE & DISABILITY	1,792	1,668	2,002	2,649	1,813	2,649
42 - EMPLOYEE DEVELOPMENT	557	715	720	1,220	695	-
42040 - PROFESSIONAL DEVELOPMENT	57	-	-	500	695	-
42041 - DUES & SUBSCRIPTIONS	500	715	720	720	-	-
43 - SUPPLIES & MATERIALS	1,661	1,109	2,273	2,300	443	2,300
43040 - OFFICE SUPPLIES	1,039	883	1,349	1,400	361	1,400
43045 - POSTAGE	623	225	924	900	82	900
44 - CONTRACT SERVICES	-	-	-	-	(9,670)	-
44110 - CONTRACTED SVS-GENERAL	-	-	-	-	(9,670)	-
45 - UTILITIES	1,480	2,547	2,291	2,500	2,365	2,500
45022 - COMMUNICATIONS	1,480	2,547	2,291	2,500	2,365	2,500
46 - FLEET	66	757	76	100	55	100
46010 - GAS OIL LUBRICANTS	66	757	76	100	55	100
46020 - TIRES BATTERIES ACC	-	-	-	-	-	-
46030 - REPAIR PARTS	-	-	-	-	-	-
46040 - CONTRACTED MAINT & RPRS	-	-	-	-	-	-
48 - CAPITAL OUTLAY	-	-	-	-	-	-
48100 - MINOR OFFICE EQUIPMENT	-	-	-	-	-	-
<b>45002 - RECREATION PROGRAMS</b>	<b>293,155</b>	<b>324,287</b>	<b>292,910</b>	<b>350,576</b>	<b>66,743</b>	<b>250,500</b>
40 - WAGES & COMPENSATION	97,633	96,987	104,252	120,000	20,341	100,000
40010 - SALARIES-REGULAR	97,633	-	-	-	3,008	-
40011 - SALARIES-PART TIME	-	96,987	104,252	120,000	17,333	100,000
40031 - SALARIES-SICK PAY INCENTIVE	-	-	-	-	-	-
40032 - SALARIES-MED EXP REIMB	-	-	-	-	-	-
41 - PAYROLL LIABILITIES	10,554	10,642	12,469	15,533	5,398	8,000
41010 - SOCIAL SECURITY TAXES	7,277	7,420	7,975	9,180	1,556	8,000
41021 - WORKERS COMPENSATION	3,277	3,223	4,494	6,353	3,842	-
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	-	-	-	-	-	-
41026 - MEDICAL INS PREMIUMS	-	-	-	-	-	-
41027 - GROUP LIFE & DISABILITY	-	-	-	-	-	-



Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	450 - REC & COMMUNITY PROGRAMMING

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
43 - SUPPLIES & MATERIALS	44,311	33,304	30,387	35,000	10,675	35,000
43060 - RECREATION SUPPLIES	44,311	33,304	30,387	35,000	10,675	35,000
44 - CONTRACT SERVICES	140,658	183,354	145,803	180,043	30,329	107,500
44010 - ADVERTISING & PRINTING	-	120	2,506	2,500	125	-
44030 - RENTALS	29,237	55,847	11,430	85,000	4,275	15,000
44033 - FACILITY RENTAL	-	1,970	17,490	-	750	-
44080 - CREDIT CARD FEES	6,389	6,767	7,277	7,500	5,796	7,500
44110 - CONTRACTED SVS-GENERAL	105,032	118,650	107,100	85,043	19,383	85,000
48 - CAPITAL OUTLAY	-	-	-	-	-	-
48100 - MINOR OFFICE EQUIPMENT	-	-	-	-	-	-
<b>45003 - SULPIZIO GYM/PROGRAMMING</b>	<b>63,029</b>	<b>73,244</b>	<b>28,023</b>	<b>74,683</b>	<b>25,657</b>	<b>63,450</b>
40 - WAGES & COMPENSATION	25,311	11,879	1,556	-	777	-
40010 - SALARIES-REGULAR	740	322	265	-	-	-
40011 - SALARIES-PART TIME	-	-	-	-	-	-
40020 - SALARIES-OVERTIME	24,571	11,557	1,291	-	777	-
40031 - SALARIES-SICK PAY INCENTIVE	-	-	-	-	-	-
40032 - SALARIES-MED EXP REIMB	-	-	-	-	-	-
41 - PAYROLL LIABILITIES	1,895	900	118	-	58	-
41010 - SOCIAL SECURITY TAXES	1,895	900	118	-	58	-
41021 - WORKERS COMPENSATION	-	-	-	-	-	-
41024 - PENSION ALLOCATION	-	-	-	-	-	-
41026 - MEDICAL INS PREMIUMS	-	-	-	-	-	-
41027 - GROUP LIFE & DISABILITY	-	-	-	-	-	-
43 - SUPPLIES & MATERIALS	501	1,314	735	2,903	671	2,500
43040 - OFFICE SUPPLIES	-	-	-	-	-	-
43045 - POSTAGE	-	-	-	-	-	-
43050 - OPERATING SUPPLIES	501	1,239	313	2,903	93	2,500
43060 - RECREATION SUPPLIES	-	75	422	-	578	-
44 - CONTRACT SERVICES	15,008	32,766	7,969	47,350	9,439	41,250
44010 - ADVERTISING & PRINTING	-	-	-	-	-	-
44033 - FACILITY RENTAL	-	-	-	-	-	-
44080 - CREDIT CARD FEES	246	472	223	750	51	750
44110 - CONTRACTED SVS-GENERAL	3,496	4,761	2,431	10,750	3,168	5,000
44118 - CLEANING CONTRACT	-	13,210	4,065	27,000	5,898	27,000
44310 - M&R-BLDGS.&FIXTURES	10,516	13,273	600	5,850	322	5,500
44311 - M&R-MACHINERY&EQUIP.	750	1,050	650	3,000	-	3,000
45 - UTILITIES	20,314	26,385	17,645	24,429	14,712	19,700
45010 - UTILITIES	18,553	24,644	15,512	22,000	12,747	17,500
45022 - COMMUNICATIONS	1,762	1,741	2,133	2,429	1,964	2,200
<b>Net (Revenue) / Expenditures</b>	<b>\$ 200,178</b>	<b>\$ 185,255</b>	<b>\$ 199,169</b>	<b>\$ 357,241</b>	<b>\$ 236,511</b>	<b>\$ 221,549</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Community Organization  
Contributions

**Radnor Township, PA  
Community Organization Contributions  
2021 Operating Budget Narrative**

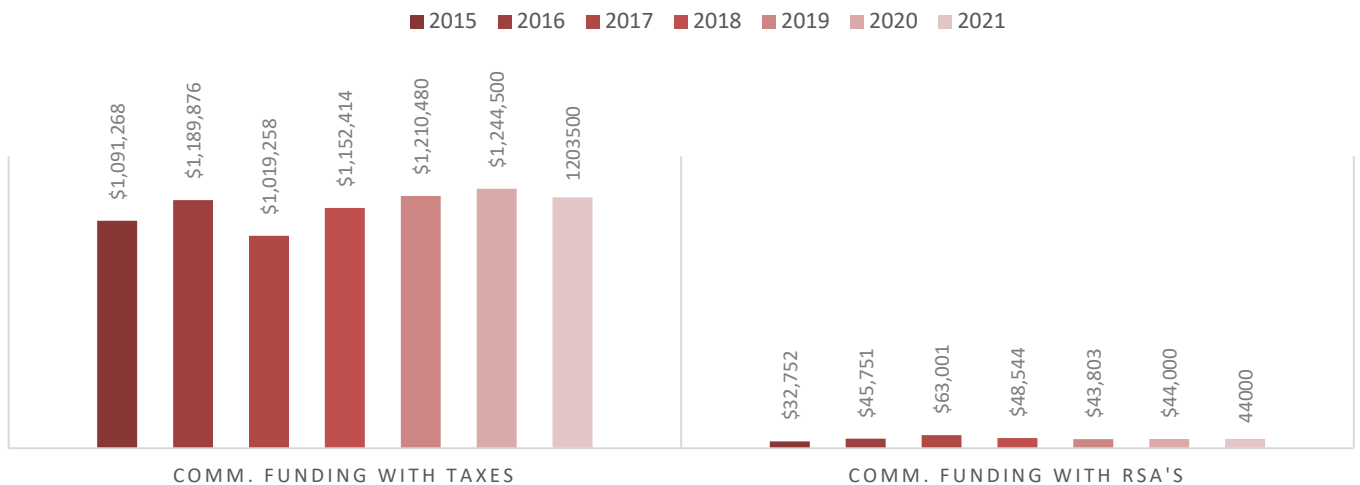


**Department Summary:**

This category of the budget accounts for the Township’s contributions to various Community Organizations as listed below. There are two categories of funding: (a) Funding from Taxes, and (b) Funding from Revenue Sharing Agreements (RSA’s). Those organizations funded from Taxes obtain their funding from decisions made by the Township’s Board of Commissioners based on several factors; the largest being *time* (that the decision was made by prior Board’s and continued perpetually). The level of funding for those paid from tax dollars is based largely on the same factor; *what was paid in the past*. There currently is no obligation of these organizations to provide support or subsequent financial reporting to the Township; nor is there any Board policy on setting future amounts.

	2016	2017	2018	2019	2020	2021
<b>Community Funding with Taxes</b>						
Library	\$912,000	\$807,131	\$935,414	\$973,402	\$965,000	\$962,500
Base Operating Contribution	904,721	807,131	929,600	960,000	960,000	960,000
Add: Repair and Maintenance Costs	7,279	-	5,814	13,402	5,000	2,500
Wayne Senior Center	189,730	123,603	127,000	145,500	145,500	145,500
Surrey Services	48,671	49,049	50,000	50,000	50,000	35,000
Wayne Art Center	16,475	16,475	17,000	17,500	17,500	20,000
Radnor Historical Society	15,000	15,000	15,000	15,000	15,000	15,000
Women’s Resource Center	-	-	-	-	5,000	5,000
Ready 100 Consultant	-	-	-	-	38,500	0
Parades	8,000	8,000	8,000	8,000	8,000	8,000
Garrett Hill	4,000	4,000	4,000	4,000	4,000	4,000
Memorial Day Parade	4,000	4,000	4,000	4,000	4,000	4,000
<b>Subtotal of Comm. Funding with Taxes</b>	<b>1,189,876</b>	<b>1,019,258</b>	<b>1,152,414</b>	<b>1,210,480</b>	<b>1,244,500</b>	<b>1,191,000</b>
<b>Community Funding with Revenue Sharing</b>						
Wayne Business Association	13,799	14,516	11,919	16,474	14,000	14,000
Wayne Presbyterian Church	31,952	48,485	36,625	27,329	30,000	30,000
<b>Subtotal of Comm. Funding with RSA’s</b>	<b>45,751</b>	<b>63,001</b>	<b>48,544</b>	<b>43,803</b>	<b>44,000</b>	<b>44,000</b>
<b>Grand Total of Community Funding</b>	<b>1,235,627</b>	<b>1,082,259</b>	<b>1,152,414</b>	<b>1,254,283</b>	<b>1,288,500</b>	<b>1,235,000</b>

**COMMUNITY FUNDING CONTRIBUTIONS**



Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	440 - LIBRARY

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Expense</b>	<b>\$ 882,737</b>	<b>\$ 935,414</b>	<b>\$ 970,231</b>	<b>\$ 965,076</b>	<b>\$ 960,142</b>	<b>\$ 962,500</b>
<b>00000 - NON-DIVISIONAL</b>	<b>882,737</b>	<b>935,414</b>	<b>970,231</b>	<b>965,076</b>	<b>960,142</b>	<b>962,500</b>
44 - CONTRACT SERVICES	2,230	255	8,789	5,076	142	2,500
44310 - M&R-BLDGS.&FIXTURES	2,230	255	8,789	5,076	142	2,500
45 - UTILITIES	-	5,559	1,442	-	-	-
45010 - UTILITIES	-	5,559	1,442	-	-	-
47 - COMMUNITY ORGS	880,507	929,600	960,000	960,000	960,000	960,000
47095 - CONTRB-OTHER	880,507	929,600	960,000	960,000	960,000	960,000
<b>Net (Revenue) / Expenditures</b>	<b>\$ 882,737</b>	<b>\$ 935,414</b>	<b>\$ 970,231</b>	<b>\$ 965,076</b>	<b>\$ 960,142</b>	<b>\$ 962,500</b>

Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	460 - SPECIAL SERVICES CONTRIBUTIONS

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Expense</b>	<b>\$ 267,481</b>	<b>\$ 256,069</b>	<b>\$ 280,803</b>	<b>\$ 323,500</b>	<b>\$ 298,780</b>	<b>\$ 272,500</b>
<b>00000 - NON-DIVISIONAL</b>	<b>267,481</b>	<b>256,069</b>	<b>280,803</b>	<b>323,500</b>	<b>298,780</b>	<b>272,500</b>
47 - COMMUNITY ORGS	267,481	256,069	280,803	323,500	298,780	272,500
47085 - CONTRB-WAYNE ART CTR	16,475	17,000	17,500	17,500	17,500	20,000
47086 - CONTRB-SURREY SVS	49,049	50,000	50,000	50,000	50,000	35,000
47087 - CONTRB-WAYNE SENIOR SVS	123,603	127,000	145,500	145,500	145,500	145,500
47088 - CONTRB-PARADES	8,000	8,000	8,000	8,000	4,000	8,000
47089 - CONTRB-HISTORIAL SOCIETY	15,000	15,000	15,000	15,000	15,000	15,000
47095 - CONTRB-OTHER	-	-	1,000	43,500	22,520	5,000
47096 - CONTRB-WBA PARKING REV SHAF	14,516	11,919	16,474	14,000	17,979	14,000
47097 - CONTRB-WPC PARKING REV SHAF	40,838	27,150	27,329	30,000	26,281	30,000
<b>Net (Revenue) / Expenditures</b>	<b>\$ 267,481</b>	<b>\$ 256,069</b>	<b>\$ 280,803</b>	<b>\$ 323,500</b>	<b>\$ 298,780</b>	<b>\$ 272,500</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Retiree Benefits and Insurances

Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	471 - RETIREE BENEFITS

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Expense</b>	<b>\$ 2,554,903</b>	<b>\$ 2,678,791</b>	<b>\$ 2,821,138</b>	<b>\$ 3,955,791</b>	<b>\$ 2,200,000</b>	<b>\$ 4,891,567</b>
<b>00000 - NON-DIVISIONAL</b>	<b>2,554,903</b>	<b>2,678,791</b>	<b>2,821,138</b>	<b>3,955,791</b>	<b>2,200,000</b>	<b>4,891,567</b>
41 - PAYROLL LIABILITIES	2,554,903	2,678,791	2,821,138	3,955,791	2,200,000	4,891,567
41024 - PENSION ALLOCATION	2,552,368	2,670,619	2,682,204	2,682,204	2,200,000	2,993,798
41026 - MEDICAL INS PREMIUMS	2,535	8,172	138,934	1,273,587	-	1,897,769
<b>Net (Revenue) / Expenditures</b>	<b>\$ 2,554,903</b>	<b>\$ 2,678,791</b>	<b>\$ 2,821,138</b>	<b>\$ 3,955,791</b>	<b>\$ 2,200,000</b>	<b>\$ 4,891,567</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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General Fund #01 | Transfers Out to Other Funds



Projection	21001 - 2021 Operating Budget
Fund	001 - GENERAL FUND
Account Status	Active
Departments	490 - TRANSFERS

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	\$ -	\$ (640,019)	\$ (29,480)	\$ (29,480)	\$ -	\$ (29,480)
<b>00000 - NON-DIVISIONAL</b>	-	(640,019)	(29,480)	(29,480)	-	(29,480)
98 - INTERFUND TRANSFERS	-	(640,019)	(29,480)	(29,480)	-	(29,480)
30040 - 401-SEWER/OH	-	-	-	-	-	-
30290 - SEWER	-	(610,539)	-	-	-	-
30390 - LIQUID FUELS-STATE AID	-	-	-	-	-	-
30590 - CAPITAL IMPROVEMENT	-	-	-	-	-	-
32290 - PARK & OPEN SPACE FUND	-	(29,480)	(29,480)	(29,480)	-	(29,480)
32390 - WILLOWS FUND	-	-	-	-	-	-
<b>Expense</b>	\$ 7,288,090	\$ 6,512,521	\$ 5,830,778	\$ 6,076,741	\$ 5,912,946	\$ 4,686,491
<b>00000 - NON-DIVISIONAL</b>	7,288,090	6,512,521	5,830,778	6,076,741	5,912,946	4,686,491
99 - INTERFUND TRANSFERS	7,288,090	6,512,521	5,830,778	6,076,741	5,912,946	4,686,491
51002 - SEWER FUND	1,750,000	1,153,000	-	-	-	-
51005 - CAP IMPRV 44-12	1,617,736	1,250,000	1,351,577	1,420,851	1,000,000	1,514,810
51008 - OPEB TRUST	859,209	1,059,209	1,259,209	1,459,209	1,496,265	-
51021 - SHADE TREE FUND	-	-	25,000	25,000	-	-
51022 - PARK IMPRV & OPEN SPACE	-	-	180,000	150,000	-	150,000
51023 - WILLOWS	70,000	50,000	-	-	-	-
51024 - DEBT SERVICE	2,991,145	3,000,312	3,014,992	3,021,681	3,416,681	3,021,681
<b>Net (Revenue) / Expenditures</b>	\$ 7,288,090	\$ 5,872,502	\$ 5,801,298	\$ 6,047,261	\$ 5,912,946	\$ 4,657,011

**Radnor Township, PA**  
**2021 Board Approved Budget**

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Sanitary Sewer Fund #02

**Radnor Township, PA  
Public Works – Sanitary Sewer Fund  
2021 Operating Budget Narrative**



**Department Summary:**

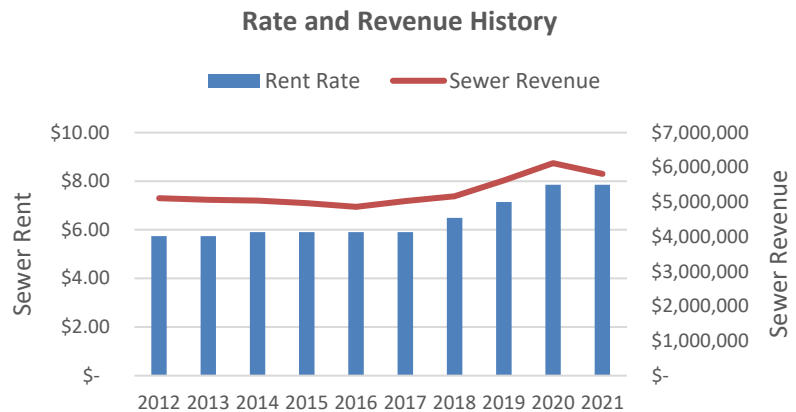
The mission of the Public Works Department is to enhance the quality of life in the Township by maintaining the Township’s roads, storm and sanitary sewers, parks and other infrastructure; to enhance public health through the collection and disposal of household solid wastes; to promote environmentally sound living by collecting leaves and recyclable materials; to maximize operations by maintaining the Township’s fleet of vehicles and equipment.

The Sewer Division operates and maintains the Township’s pumping stations, sanitary sewer lines, manholes, and performs PA One Call Mark outs, as well as assists with snow plowing, leaf collection, and solid waste collection.

The Sewer Division of the Public Works Department is funded by the Sewer Fund, separate of the General Fund. The funding for the Sewer Account is provided by residents’ sewer rental fees as opposed to the property tax.

Sewer Rent Fee History: Each property in Radnor pays a sewer rent fee based on the water consumption from the prior year. The Township pays Aqua for the usage data, which is then applied to a rental fee set by the Board of Commissioners based a unit of 1,000 gallons of water used. At the November 27, 2017 Board meeting, a motion was approved increasing the Sewer Rent by 10% for the years 2018, 2019 and 2020. The Board passed Ordinance 2018-18, ratifying the 2019 increase.

Year	Fee (per 1,000 Gallons of Water used)
2012	\$5.74
2013	\$5.74
2014	\$5.90
2015	\$5.90
2016	\$5.90
2017	\$5.90
2018	\$6.49
2019	\$7.14
2020	\$7.85
2021	\$7.85



**\*2021 Rate** currently budgeted at the same rate as 2020. Any proposed increase to be vetted and approved specifically by the Board during the budget process. The amount reflected in the table above shows the increases for the past three years given the Board’s vote back in 2017 to increase the rate annually by 10% through 2020.

**Radnor Township, PA**  
**Public Works – Sanitary Sewer Fund**  
**2021 Operating Budget Narrative**



**Service / Program Descriptions:**

Name	Description
Sanitary Sewer Mains and laterals	The Sewer Department maintains over one hundred and twenty-five miles (125) of Sanitary sewer mains, over fifteen hundred (1,500) manholes and five (5) sewer pumping stations.
Inflow and Infiltration	The Sewer Department works in conjunction with the RHM Sewer Authority, Engineering and the Community Development Departments, to locate and eliminate any I&I entering our sanitary sewer system. The elimination of the I&I allowing our mains to have more capacity for flow and make available new connections for future planning modules.
Map Information	The Sewer Department works in conjunction with the Engineering Department to update all sanitary and storm sewer lines on the township map.

**Line Item Descriptions:**

Line Item	Description
Operating Supplies	This line item funds the cost of items utilized for sewer operations. This list includes root treatment chemicals, safety equipment, degreaser, manhole casting and lids, manhole risers, pipe, pumping station parts and supplies and other miscellaneous items.
Utilities	This line item funds the utilities (electric and water) needed to operate the sewer pumping stations. (PECO, Aqua PA)
Rentals	This line item funds the cost of rents paid to other municipalities for transporting sewage and treatment. These municipalities would include Tredyffrin Township, Upper Merion Township, Lower Merion Township and Haverford Township, and the Radnor Haverford Sewer Authority (RHM). The largest single fee being that of RHM.
Contractual Services	This line item funds the cost of maintenance contracts for the backup power systems at the sanitary sewer pumping stations.
Maintenance and Repairs Machinery & Equipment	This line item funds the repairs to the sewer cleaning (jet) truck, pickup truck, dump truck, and utility truck of the sewer division. (G.L. Sayre, H.A. DeHart, Gran Turk. NAPA)
Maintenance and Repairs Sewers	This line item funds the cost of repairs to the sanitary sewer mains and pumping stations. (Horn Plumbing, K.A. Seifert, PlyMar)
Contracted Maintenance and Repairs	This line item funds all costs associated with repairs to vehicles that cannot be completed in house. (G.L. Sayre, H.A. DeHart, Gran Turk)



**Radnor Township, PA**  
**2021 Board Approved Budget**

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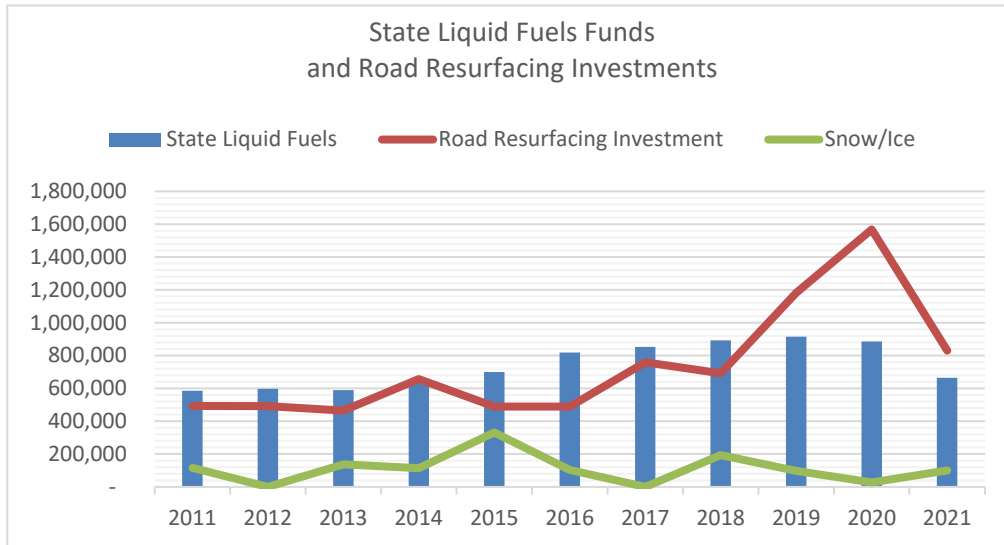
Liquid Fuels Fund #03

**Radnor Township, PA  
Liquid Fuels Fund  
2021 Operating Budget Narrative**



**Department Summary:**

This fund is mandated by Pennsylvania law and is required to account for the State and County contributions to Radnor Township for road and related improvements.



**Service / Program Descriptions:**

Name	Description
Snow & Ice Removal	The Public Works department contracts with the State to plow and remove snow and ice from certain state routes within Radnor Township. Therefore, a portion of the Township’s expense associated with the purchase of salt is charged against this fund.
Road Construction	The Township contracts annually for various road resurfacing projects and utilizes these funds to accomplish that.
Traffic Lighting	Similar to the snow and ice removal, the Township incurs certain costs associated with traffic signals on State routes.

**Radnor Township, PA**  
**2021 Budget Operating Statement**  
**Liquid Fuels Fund 003**

Projection Description	2021 Operating Budget
Fund	003 - LIQUID FUELS SPECIAL REV FUND
Account Status	Active

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>\$ (857,590)</b>	<b>\$ (902,489)</b>	<b>\$ (925,086)</b>	<b>\$ (930,000)</b>	<b>\$ (887,049)</b>	<b>\$ (665,591)</b>
05 - INTEREST AND RENTS	(4,691)	(10,490)	(9,938)	(5,000)	(1,194)	(1,200)
30140 - INTEREST EARNINGS	(4,691)	(10,490)	(9,938)	(5,000)	(1,194)	(1,200)
06 - GRANTS AND GIFTS	(852,900)	(891,999)	(915,148)	(925,000)	(885,855)	(664,391)
30450 - COUNTY HWY. AID	-	-	-	-	-	-
30550 - STATE LIQUID FUELS ALLOCATION	(852,900)	(891,999)	(915,148)	(925,000)	(885,855)	(664,391)
10 - REFUNDS AND MISCELLA	-	-	-	-	-	-
30370 - MISCELLANEOUS	-	-	-	-	-	-
98 - INTERFUND TRANSFERS	-	-	-	-	-	-
30190 - FROM GENERAL	-	-	-	-	-	-
<b>Expense</b>	<b>\$ 370,340</b>	<b>\$ 549,167</b>	<b>\$ 1,479,366</b>	<b>\$ 1,453,343</b>	<b>\$ 50,529</b>	<b>\$ 665,000</b>
43 - SUPPLIES & MATERIALS	79,199	121,951	97,583	100,000	25,930	50,000
43050 - OPERATING SUPPLIES	79,199	121,951	97,583	100,000	25,930	50,000
44 - CONTRACT SERVICES	-	-	-	-	-	-
44110 - CONTRACTED SVS-GENERAL	-	-	-	-	-	-
48 - CAPITAL OUTLAY	291,141	427,216	1,381,783	1,353,343	24,599	615,000
48202 - TRAFFIC SIGNAL IMPR	-	-	-	-	-	-
48213 - ROAD RESURFACING	291,141	427,216	1,381,783	1,353,343	24,599	615,000
<b>Net (Revenue) / Expenditures</b>	<b>\$ (487,250)</b>	<b>\$ (353,322)</b>	<b>\$ 554,281</b>	<b>\$ 523,343</b>	<b>\$ (836,520)</b>	<b>\$ (591)</b>



**Radnor Township, PA**  
**2021 Board Approved Budget**

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Storm Water Management Fund #04

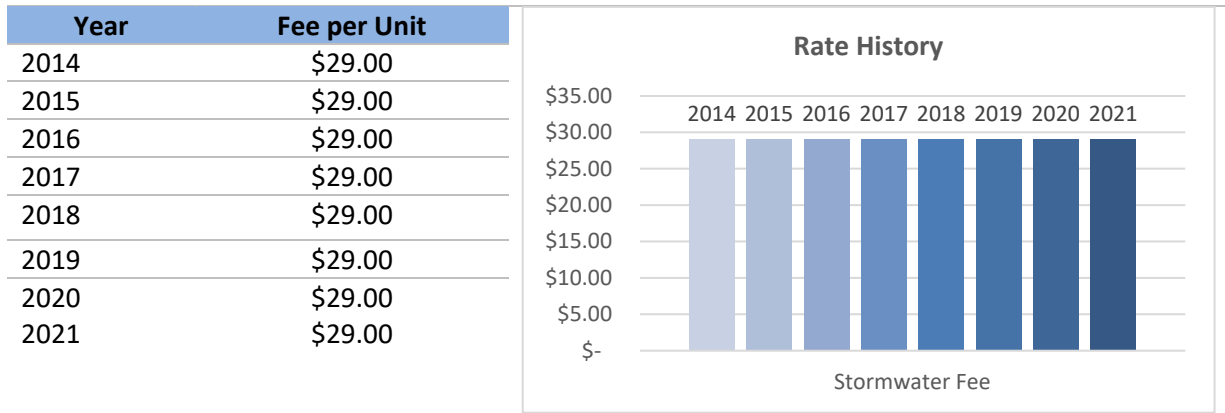
**Radnor Township, PA  
Public Works – Stormwater Fund  
2021 Operating Budget Narrative**



**Department Summary:**

The Board of Commissioners created this fund in 2012, solely to deal with items regarding stormwater: flood mitigation, infrastructure repair/replacement, and regulatory requirements. The Stormwater Fee Ordinance established a \$29.00 per unit fee which is applied based on the (a) the type of property and (b) the amount of impervious coverage (for multi-family and commercial properties) or size (residential properties) of the lot.

The purpose of this fund is to account for all the expenditures relating to stormwater management throughout the Township. Activities include compliance with Federal mandates (MS4, Pollution Reduction Plan), maintenance and repair of storm water infrastructure as well as capital improvements, installation, replacement of storm sewer infrastructure and all other activities as it relates to the management of storm water throughout the Township.



**Service / Program Descriptions:**

Name	Description
Stormwater Fund	In the 2021 Budget, there are tens of millions of dollars’ worth of projects put forth in various stages. Some projects have been designed, others are in the design phase, and others are listed to make all aware of the issue. Projects that have been designed (shovel ready) or are in the design phase (shovel ready in 2021) carry a construction cost estimate of \$14,000,000. To date, these projects have not been funded. The Township Manager is providing funding options to the Board of Commissioners for flood reduction and infrastructure projects.

**Radnor Township, PA**  
**Public Works – Stormwater Fund**  
**2021 Operating Budget Narrative**



**Line Item Descriptions:**

Line Item	Description
Operations: Professional Services	These estimates are to cover the design and permitting costs of flood reduction projects, paid to consultants. A sampling of the flood reduction projects includes: West Wayne Preserve & Darby Creek Flood Reduction Project, North Wayne/Gulph Creek Flood Plain Creation Project, South Wayne Municipal Parking Lot Flood Reduction Project, and the Ithan Creek Flood Reduction Study (Meliora Design). Infrastructure projects, which include culvert replacement, inlet and piping to address ponding (Carroll Engineering) also fall under this account.
Administration: Credit Card Fees	These costs are for the customers who pay their stormwater bill via credit card.
Administration: Contractual Services	These costs are for the billing software (\$2,650) and billing costs, billing database update.
Administration: Professional Services	Engineering services for stormwater related items. (CH2M, Gannett Fleming, etc.)

**Radnor Township, PA**  
**2021 Budget Operating Statement**  
**Stormwater Management Fund 004**

Projection Description 2021 Operating Budget  
Fund 004 - STORMWATER MGMT SPECL REV FUND  
Account Status Active

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>\$ (1,142,889)</b>	<b>\$ (1,161,282)</b>	<b>\$ (1,153,223)</b>	<b>\$ (1,120,000)</b>	<b>\$ (1,114,741)</b>	<b>\$ (1,117,000)</b>
05 - INTEREST AND RENTS	(41,497)	(56,720)	(74,193)	(20,000)	(46,644)	(25,000)
30140 - INTEREST EARNINGS	(41,497)	(56,720)	(74,193)	(20,000)	(46,644)	(25,000)
08 - SEWER/STORMWATER FEE	(1,081,056)	(1,086,992)	(1,078,377)	(1,085,000)	(1,068,097)	(1,080,000)
33010 - STORMWATER CURRENT YEAR-FACE	(1,060,628)	(1,062,485)	(1,066,193)	(1,060,000)	(1,059,140)	(1,070,000)
33020 - STORMWATER CURRENT YEAR-PENA	(7,304)	(9,121)	(11,163)	(10,000)	(8,957)	(10,000)
33030 - STORMWATER-PRIOR YEAR	(13,124)	(15,385)	(1,021)	(15,000)	-	-
10 - REFUNDS AND MISCELLA	(20,336)	(17,571)	(653)	(15,000)	-	(12,000)
30370 - MISCELLANEOUS	(20,336)	(17,571)	(653)	(15,000)	-	(12,000)
30570 - CASH OVER/(SHORT)	(0)	(0)	-	-	-	-
98 - INTERFUND TRANSFERS	-	-	-	-	-	-
30190 - FROM GENERAL	-	-	-	-	-	-
31180 - \$8M SETTLEMENT	-	-	-	-	-	-
<b>Expense</b>	<b>\$ 290,604</b>	<b>\$ 516,183</b>	<b>\$ 1,882,253</b>	<b>\$ 689,544</b>	<b>\$ 928,683</b>	<b>\$ 910,000</b>
43 - SUPPLIES & MATERIALS	140	60	2,168	2,500	2,393	2,500
43045 - POSTAGE	140	60	2,168	2,500	2,393	2,500
44 - CONTRACT SERVICES	206,817	289,754	621,129	554,421	167,717	307,500
44080 - CREDIT CARD FEES	4,988	5,829	2,410	2,500	3,446	2,500
44110 - CONTRACTED SVS-GENERAL	107,325	263,790	562,827	487,739	132,492	100,000
44210 - LEGAL SVS-GENERAL	312	-	4,609	5,044	294	5,000
44212 - PROFESSIONAL SERVICES	94,193	12,634	51,282	59,138	18,545	200,000
44316 - M&R-SEWERS	-	7,500	-	-	12,940	-
48 - CAPITAL OUTLAY	83,347	226,269	1,258,957	132,623	758,573	600,000
48204 - CAPEX-IMPROVEMENTS	83,347	226,269	1,258,957	132,623	758,573	600,000
50 - MISCELLANEOUS	300	100	-	-	-	-
50011 - REBATE PAYMENTS	300	100	-	-	-	-
<b>Net (Revenue) / Expenditures</b>	<b>\$ (852,284)</b>	<b>\$ (645,099)</b>	<b>\$ 729,031</b>	<b>\$ (430,456)</b>	<b>\$ (186,058)</b>	<b>\$ (207,000)</b>

# Radnor Township, PA

## 2021 Board Approved Budget

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### Capital Improvement Fund #05

#### Capital and Infrastructure Project Detail

- Departmental Capital: Funded
- General / Infrastructure Capital: Unfunded
- Sanitary Sewer: Unfunded
- Stormwater: Project List as Presented under Proposed Stormwater Funding Plan

**Radnor Township, PA**  
**2021 Budget Operating Statement**  
**Capital Improvement Fund 005**

Projection Description 2021 Operating Budget  
Fund 005 - CAPITAL IMPROVEMENT FUND  
Account Status Active

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>\$ (1,890,646)</b>	<b>\$ (1,474,316)</b>	<b>\$ (1,927,764)</b>	<b>\$ (1,707,851)</b>	<b>\$ (1,262,778)</b>	<b>\$ (1,665,310)</b>
05 - INTEREST AND RENTS	(9,497)	(6,875)	(5,241)	(7,000)	34,252	(2,500)
400 - ADMINISTRATION	(9,497)	(6,875)	(5,241)	(7,000)	34,252	(2,500)
06 - GRANTS AND GIFTS	-	-	(250,000)	-	(40,998)	-
400 - ADMINISTRATION	-	-	(250,000)	-	(40,998)	-
10 - REFUNDS AND MISCELLA	(237,851)	(191,880)	(295,385)	(280,000)	(256,032)	(148,000)
400 - ADMINISTRATION	(105,383)	(12,528)	(73,127)	(20,000)	(37,160)	(20,000)
404 - INFORMATION TECHNOLOGY	(132,469)	(179,352)	(222,258)	(260,000)	(218,873)	(128,000)
11 - DEBT PROCEEDS	-	-	-	-	-	-
400 - ADMINISTRATION	-	-	-	-	-	-
98 - INTERFUND TRANSFERS	(1,643,297)	(1,275,561)	(1,377,138)	(1,420,851)	(1,000,000)	(1,514,810)
490 - TRANSFERS	(1,643,297)	(1,275,561)	(1,377,138)	(1,420,851)	(1,000,000)	(1,514,810)
<b>Expense</b>	<b>\$ 1,615,608</b>	<b>\$ 2,130,947</b>	<b>\$ 1,819,418</b>	<b>\$ 2,064,446</b>	<b>\$ 1,530,940</b>	<b>\$ 1,665,310</b>
44 - CONTRACT SERVICES	-	-	-	-	-	-
416 - COMMUNITY DEVELOPMENT	-	-	-	-	-	-
48 - CAPITAL OUTLAY	1,615,608	2,130,947	1,819,418	2,064,446	1,530,940	1,665,310
400 - ADMINISTRATION	11,023	-	-	-	-	-
403 - BUILDING AND GROUNDS	1,159	53,283	10,360	-	15,517	25,000
404 - INFORMATION TECHNOLOGY	224,598	199,852	240,037	362,061	216,731	173,930
410 - POLICE	189,063	378,929	356,876	257,441	161,149	274,500
413 - FIRE	283,036	283,036	283,036	283,036	283,036	283,036
416 - COMMUNITY DEVELOPMENT	28,700	-	-	25,000	-	-
429 - ENGINEERING	-	-	-	-	-	-
430 - PUBLIC WORKS	609,976	1,019,347	684,970	1,036,590	809,280	908,844
450 - REC & COMMUNITY PROGRAMMING	268,052	196,500	244,139	100,317	45,228	-
490 - TRANSFERS	-	-	-	-	-	-
<b>Net (Revenue) / Expenditures</b>	<b>\$ (275,038)</b>	<b>\$ 656,631</b>	<b>\$ (108,346)</b>	<b>\$ 356,595</b>	<b>\$ 268,162</b>	<b>\$ -</b>

**Radnor Township, PA**  
**Department Capital Report**  
2021 Column is Funded - Future Years are for Planning Purposes

	2021	2022	2023	2024	2025
<b>General Fund</b>	\$ 1,495,561	\$ 1,974,019	\$ 1,810,364	\$ 1,806,656	\$ 1,402,665
<b>Capital Fund</b>	\$ (22,500)	\$ (22,500)	\$ (22,500)	\$ (22,500)	\$ (22,500)
<b>Non-Departmental</b>	\$ (22,500)	\$ (22,500)	\$ (22,500)	\$ (22,500)	\$ (22,500)
Interest Revenue	\$ (2,500)	\$ (2,500)	\$ (2,500)	\$ (2,500)	\$ (2,500)
Sale of Asset Proceeds	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)
<b>Comm. Dev.</b>		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
<b>Codes</b>		\$ 25,000			\$ 25,000
Ford Explorer to Ford EcoSport (or similar)					\$ 25,000
Ford Expedition to Ford Fusion Hybrid (or similar)		\$ 25,000			
Director-Ford Explorer to Ford EcoSport (or similar)					
<b>Health</b>			\$ 25,000	\$ 25,000	
Ford Escape to Ford EcoSport (or similar)			\$ 25,000	\$ 25,000	
<b>Engineering</b>					
Engineering					
Dodge Ram Truck					
GMC Terrain					
<b>Finance</b>	\$ 45,930	\$ 47,780	\$ 43,180	\$ 37,780	\$ 61,780
<b>Information Tech</b>	\$ 45,930	\$ 35,180	\$ 26,880	\$ 35,380	\$ 59,380
ArcView GIS System					
Computer Replacement Program	\$ 10,550	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
HVAC Controllers	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Laptop Replacement Program		\$ 800		\$ 1,000	
Monitor Replacement Program	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Network Switches	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
Operating Software Updates	\$ 5,880	\$ 5,880	\$ 5,880	\$ 5,880	\$ 5,880
Security Camera Replacement / Upgrades		\$ 2,000	\$ 2,500	\$ 3,000	\$ 35,000
Security DVR Replacement Program	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Server Replacement Program	\$ 21,000				
UPS Capacitors				\$ 7,000	
USP Battery Backup Replacements		\$ 8,000			
Zmax Light Panel Upgrade					
<b>PEG / RTV</b>	\$ -	\$ 12,600	\$ 16,300	\$ 2,400	\$ 2,400
Computer, Monitor and TV Replacements		\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Digital Camera Replacement		\$ 3,000	\$ 5,500		
Final Cut Studio Software Upgrade		\$ 400	\$ 400	\$ 400	\$ 400
Graphics and TV Related Tech Replacmnt		\$ 3,000			
Leightronix Nexus to UltraNexis Upgrade			\$ 8,400		
Payments to RS21 (100% Comcast / 80% Verizon)	\$ 128,000	\$ 128,000	\$ 128,000	\$ 128,000	\$ 128,000
PEG Proceeds	\$ (128,000)	\$ (128,000)	\$ (128,000)	\$ (128,000)	\$ (128,000)
Radnorshire Room Tech Replacements					
Studio Replacement		\$ 3,300			
Video Camera Replacement					
Wirless Lavalier Microphones		\$ 900			
Studio Lighting Upgrades					
<b>Fire</b>	\$ 283,036	\$ 283,036	\$ 283,036	\$ 283,036	\$ 283,036
Bryn Mawr Fire Company	\$ 83,036	\$ 83,036	\$ 83,036	\$ 83,036	\$ 83,036
Township Fleet Contribution	\$ 83,036	\$ 83,036	\$ 83,036	\$ 83,036	\$ 83,036
Water Rescue Equipment					
Radnor Fire Company	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Township Fleet Contribution	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Water Rescue Equipment					
<b>Police</b>	\$ 430,000	\$ 508,000	\$ 311,500	\$ 446,400	\$ 315,000
<b>Chief</b>					
Ford Explorer					
<b>Detective</b>		\$ 58,000	\$ 76,000		\$ 58,000
Ford Expedition					
Ford Explorer - Crime Scene			\$ 47,000		
Ford Taurus - Blue			\$ 29,000		
Ford Taurus - Red		\$ 29,000			\$ 29,000
Ford Taurus - Silver		\$ 29,000			\$ 29,000
<b>K9</b>			\$ 57,000	\$ 57,000	\$ 57,000
Ford Crown Vic					
Ford Explorer			\$ 57,000	\$ 57,000	\$ 57,000
<b>Motorcycle</b>					
Motorcycle					

**Radnor Township, PA**  
**Department Capital Report**  
2021 Column is Funded - Future Years are for Planning Purposes

	2021	2022	2023	2024	2025
Patrol	\$ 234,000	\$ 171,000	\$ 100,000	\$ 234,000	\$ 114,000
Dodge Charger					
Ford Expedition	\$ 60,000		\$ 60,000	\$ 60,000	
Ford Explorer	\$ 57,000	\$ 171,000		\$ 57,000	\$ 114,000
Ford Taurus			\$ 40,000		
Ford Wagon Van	\$ 60,000			\$ 60,000	
Ford Explorer (Hybrid)	\$ 57,000			\$ 57,000	
Police	\$ 26,100	\$ 183,500	\$ 48,500	\$ 20,000	\$ 3,000
Air Soft Training Munitions		\$ 7,500			
Alert Server		\$ 3,000			
Ballistic Vests	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Body Cameras w/ IT Storage					
Command Laptops		\$ 4,000		\$ 4,000	
EC Headsets (EOC)					
E-Ticket Writers	\$ 9,000				
Livescan Print Machine Replacement			\$ 30,000		
Parking Kiosk Replacements					
Patrol Rifle Replacements (Deposit in '19)					
Powerheart AED (x12)					
Record Management System (Vis. Alert)					
Tasers (x4)					
MiniDigital Message / Speed Board			\$ 15,500		
LED Lighting for Command Vehicle					
PTZ Camera / Monitoring System				\$ 13,000	
Long Range Rifle: Reminton 700 w/ Scope and BiPod					
Portable Radio Additional Radio's for Details	\$ 12,000				
Polaris Utility Terrain Vehicle (Grant Only)	\$ -				
Patrol Bicycles (x2)	\$ 2,100				
Parking Kiosk (x5 at \$12,000 each) (if added, incr revenue)	\$ -				
Portable Radio Replacement		\$ 150,000			
Fire Scene Investigation Equipment		\$ 16,000			
Task Force Car					
Task Force Car					
Townwatch					
Ford Crown Vic					
Traffic	\$ 57,000	\$ 30,000	\$ 30,000	\$ 132,000	
Dig Speed / Info					
Dodge Ram Truck					
Ford E-350 Truck				\$ 75,000	
Ford Escape			\$ 30,000		
Ford F-250 Truck					
Ford Focus		\$ 30,000			
Trailer					
Ford Explorer (Hybrid)	\$ 57,000			\$ 57,000	
Transit Van					
Ford Transit Van					
Emergency Mgmt	\$ 112,900	\$ 7,500		\$ 3,400	\$ 83,000
Anti-Vehicle Barrier System (w/ LMT) (FEMA Mitigation)					\$ 83,000
Emergency Mgmt Trailer Upgrade				\$ 3,400	
Knox Boxes (in vehicle for PD and Fire) x 8	\$ 33,000				
Water-Submersible Radios (x1 per year)	\$ 7,500	\$ 7,500			
Civil Unrest Equip (Helmet,Mask,Shield,Wand)(FEMA Mitiga	\$ 72,400				
Property Maintenance		\$ 58,000			
Ford Expedition		\$ 58,000			
Public Works	\$ 759,095	\$ 1,132,703	\$ 1,170,148	\$ 1,001,940	\$ 740,349
Infrastructure	\$ 369,268	\$ 542,883	\$ 592,622	\$ 508,415	\$ 455,593
3/4 Ton Pickup Truck		\$ 42,500	\$ 60,000	\$ 42,500	
Backhoe		\$ 32,602	\$ 32,602	\$ 32,602	\$ 32,602
Clam Bucket	\$ 20,000	\$ 20,000			
Clam Bucket (FEL)		\$ 20,000			
Compressor (tow)		\$ 25,500			
Dump Truck	\$ 152,060	\$ 137,335	\$ 192,706	\$ 192,706	\$ 155,741
Hot Box			\$ 50,000		
Jeep Cherokee					
Leaf Vacuum - Diesel	\$ 14,152	\$ 14,152	\$ 14,152		



**Radnor Township, PA**  
**Department Capital Report**  
2021 Column is Funded - Future Years are for Planning Purposes

	2021	2022	2023	2024	2025
Leaf Vacuum - Gas	\$ 12,262				
Loader	\$ 86,631	\$ 131,631	\$ 90,000	\$ 90,000	\$ 90,000
Paint Machine					
Roller			\$ 54,000		
Sign Board					\$ 25,000
Small Dump Truck					\$ 19,362
Snow Plow		\$ 15,000	\$ 15,000		
Stake Body Diesel 3500	\$ 17,719	\$ 17,719	\$ 17,719	\$ 17,719	
Stake Body Gas GMC					
Street Sweeper - Freightliner	\$ 66,444	\$ 66,444	\$ 66,444	\$ 66,444	\$ 66,444
Street Sweeper - International				\$ 66,444	\$ 66,444
Tar Kettle		\$ 20,000			
Utility Truck w/ Lift					
Park Maintenance	\$ 94,154	\$ 285,750	\$ 223,756	\$ 179,756	\$ 104,756
3/4 Ton Pickup Truck		\$ 42,500	\$ 87,000		
48" Walk behind Mower	\$ 6,000				
Aerovator					
C5500 Utility Truck					
Chipper - Brush Bandit		\$ 55,000		\$ 55,000	
Core Aerator		\$ 19,200			
Deep Tine Aerator					
Dump Truck	\$ 37,800	\$ 43,049	\$ 43,049	\$ 43,049	\$ 43,049
Kubota Mower		\$ 32,000	\$ 32,000		
Leaf Blower	\$ 12,500				
Leaf Vacuum		\$ 21,705	\$ 43,410	\$ 43,410	\$ 43,410
Plow Attachment		\$ 3,500			
Power Mower Arm		\$ 30,000			
Skid Steer	\$ 18,296	\$ 18,296	\$ 18,296	\$ 18,296	\$ 18,296
Sod Cutter		\$ 5,500			
Stake Body - 3500					
Toro Ball Field Groomer				\$ 20,000	
Toro Mower					
Tractor					
Tractor - New Holland 4WD	\$ 15,058				
Trailer 16' Landcape		\$ 15,000			
Lawn, Litter and Porous Pavement Vacuum	\$ 4,500				
Sanitation	\$ 295,673	\$ 304,070	\$ 353,770	\$ 313,770	\$ 180,000
3/4 Ton Pickup Truck					
GMC 3500				\$ 50,000	
International / Leach	\$ 81,603	\$ 45,000	\$ 90,000	\$ 45,000	\$ 45,000
International / Leach w/Rear Hoist	\$ 214,070	\$ 259,070	\$ 263,770	\$ 218,770	\$ 135,000
Lift Hoists for Vec# 27, 30, 31, 32, 34, 35, 36					
<b>Recreation</b>				\$ 35,000	
Programming				\$ 35,000	
Ford Expedition					
Ford				\$ 35,000	
<b>Sewer Fund</b>	\$ 141,229	\$ 44,786	\$ 41,786	\$ 41,786	\$ 41,786
<b>Public Works</b>	\$ 141,229	\$ 44,786	\$ 41,786	\$ 41,786	\$ 41,786
Infrastructure	\$ 64,000				
Radio Replacement for all PW Vehicles	\$ 64,000				
Sewer	\$ 77,229	\$ 44,786	\$ 41,786	\$ 41,786	\$ 41,786
Dump Truck	\$ 32,443				
GMC 2500 Truck					
Sewer Cleaning Truck	\$ 41,786	\$ 41,786	\$ 41,786	\$ 41,786	\$ 41,786
Utility Body 3/4 Ton					
Stihl TS700 Cut Off Saw	\$ 3,000				
Bomag Plate Compactor		\$ 3,000			
<b>Grand Total</b>	\$ 1,636,790	\$ 2,018,805	\$ 1,852,149	\$ 1,848,442	\$ 1,444,451

**Radnor Township, PA**

Printed: 10/28/2020

UNFUNDED Sanitary Sewer Fund Capital Forecast  
Assuming CASH Method

	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Future Project</b>	<b>\$ 1,997,000</b>	<b>\$ 5,980,000</b>	<b>\$ 4,386,000</b>	<b>\$ 4,356,000</b>	<b>\$ 4,868,750</b>
Administrative	\$ 50,000	\$ 50,000	\$ 50,000	\$ 30,000	\$ 50,000
GIS Mapping	\$ 50,000	\$ 50,000	\$ 50,000	\$ 30,000	\$ 50,000
Annual scanning of plans, maint. Rpts, etc.	\$ 50,000	\$ 50,000	\$ 50,000	\$ 30,000	\$ 50,000
<b>Pumping Station</b>	<b>\$ 862,000</b>	<b>\$ 2,200,000</b>	<b>\$ 606,000</b>	<b>\$ 506,000</b>	
Hermitage		\$ 100,000	\$ 506,000		
Replace antiquated pumping station		\$ 100,000	\$ 506,000		
Ithan Mills			\$ 100,000	\$ 506,000	
Replace antiquated pumping station			\$ 100,000	\$ 506,000	
King of Prussia	\$ 300,000	\$ 2,100,000			
Replace aging station	\$ 300,000	\$ 2,100,000			
Woods Lane	\$ 562,000				
Replace antiquated pumping station	\$ 562,000				
<b>Sewer</b>	<b>\$ 1,085,000</b>	<b>\$ 3,730,000</b>	<b>\$ 3,730,000</b>	<b>\$ 3,820,000</b>	<b>\$ 4,818,750</b>
R2 Meter Bridge					
Replace bridge damaged in 8/13/18 rain event					
Township-Wide	\$ 1,000,000	\$ 3,730,000	\$ 3,730,000	\$ 3,730,000	\$ 3,730,000
Emergency Repairs as needed	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Systematic Replacement of VCP (annually)		\$ 2,730,000	\$ 2,730,000	\$ 2,730,000	\$ 2,730,000
Pennsylvania Ave	\$ 85,000				
Replace deep manhole [22 Vertical Feet]	\$ 85,000				
Lancaster Ave				\$ 90,000	\$ 1,088,750
Lancaster Ave Sanitary Sewer				\$ 90,000	\$ 1,088,750
<b>Grand Total</b>	<b>\$ 1,997,000</b>	<b>\$ 5,980,000</b>	<b>\$ 4,386,000</b>	<b>\$ 4,356,000</b>	<b>\$ 4,868,750</b>

**Radnor Township, PA**  
 Stormwater Project Cost Report  
 by Project Type and Project Ranking

Project Estimate Ranking	Ranking Score														Grand Total
	95	90	85	80	75	70	65	60	55	50	45	40	35		
<b>SWM/FLOOD REDUCTION</b>	\$ 8,005,556		\$ 2,695,000	\$ 7,302,500	\$ 2,575,000	\$ 1,387,591	\$ 6,886,675	\$ 1,468,000	\$ 354,200	\$ 125,225		\$ 75,000	\$ 64,975	\$ 30,939,722	
<b>Beechtree and Chestnut</b>						\$ 150,766								\$ 150,766	
North Wayne Area Tree Trench						\$ 150,766								\$ 150,766	
<b>Beechtree and Oak East</b>						\$ 129,790								\$ 129,790	
North Wayne Area Tree Trench						\$ 129,790								\$ 129,790	
<b>Beechtree and Oak North</b>						\$ 151,916								\$ 151,916	
North Wayne Area Tree Trench						\$ 151,916								\$ 151,916	
<b>Boxwood</b>													\$ 64,975	\$ 64,975	
Sewer Install to capture underground spring runoff													\$ 64,975	\$ 64,975	
<b>Cowan Park</b>							\$ 4,019,250							\$ 4,019,250	
North Wayne Area Stormwater Management							\$ 4,019,250							\$ 4,019,250	
<b>Cowan Park Parking Lot</b>										\$ 125,225				\$ 125,225	
North Wayne Area Stormwater Management										\$ 125,225				\$ 125,225	
<b>Cumberland Place</b>									\$ 354,200					\$ 354,200	
Cumbriand and Arbor Places									\$ 354,200					\$ 354,200	
<b>Gulph Creek Flood Project</b>	\$ 2,705,000													\$ 2,705,000	
North Wayne Area Stormwater Management	\$ 2,705,000													\$ 2,705,000	
<b>North Wayne</b>								\$ 1,468,000						\$ 1,468,000	
SEPTA Lot SWM								\$ 1,468,000						\$ 1,468,000	
<b>North Wayne Field Parking Lot</b>							\$ 137,425							\$ 137,425	
North Wayne Area Stormwater Management							\$ 137,425							\$ 137,425	
<b>Poplar and Woodland</b>						\$ 118,330								\$ 118,330	
North Wayne Area Tree Trench						\$ 118,330								\$ 118,330	
<b>Poplar Bypass</b>			\$ 7,302,500											\$ 7,302,500	
North Wayne Area Stormwater Management			\$ 7,302,500											\$ 7,302,500	
<b>Poplar East</b>						\$ 126,966								\$ 126,966	
North Wayne Area Tree Trench						\$ 126,966								\$ 126,966	
<b>Poplar West</b>						\$ 118,330								\$ 118,330	
North Wayne Area Tree Trench						\$ 118,330								\$ 118,330	
<b>Radnor and Willow</b>						\$ 151,916								\$ 151,916	
North Wayne Area Tree Trench						\$ 151,916								\$ 151,916	
<b>South Devon Avenue</b>				\$ 2,575,000										\$ 2,575,000	
West Wayne Preserve & Darby Creek FR				\$ 2,575,000										\$ 2,575,000	
<b>South Wayne</b>	\$ 2,951,750													\$ 2,951,750	
S. Wayne Parking Lot	\$ 2,951,750													\$ 2,951,750	
<b>SR 320</b>												\$ 75,000		\$ 75,000	
Ramsey Run Flood Reduction Feasibility Study												\$ 75,000		\$ 75,000	
<b>Walnut and Woodland East</b>						\$ 129,803								\$ 129,803	
North Wayne Area Tree Trench						\$ 129,803								\$ 129,803	
<b>Walnut and Woodland North</b>						\$ 129,803								\$ 129,803	
North Wayne Area Tree Trench						\$ 129,803								\$ 129,803	
<b>Wayne (Parking Lot)</b>		\$ 2,695,000					\$ 2,730,000							\$ 5,425,000	
North Wayne Parking Lot SWM		\$ 2,695,000												\$ 2,695,000	
Waynewood/Louella Parking Lots SWM							\$ 2,730,000							\$ 2,730,000	
<b>West Wayne Preserve</b>	\$ 2,348,806													\$ 2,348,806	
West Wayne Preserve & Darby Creek FR	\$ 2,348,806													\$ 2,348,806	
<b>Woodland and Beechtree</b>						\$ 179,971								\$ 179,971	
North Wayne Area Tree Trench						\$ 179,971								\$ 179,971	

**Radnor Township, PA**  
 Stormwater Project Cost Report  
 by Project Type and Project Ranking

Project Estimate Ranking	Ranking Score													Grand Total
	95	90	85	80	75	70	65	60	55	50	45	40	35	
<b>MS4</b>							\$ 1,566,650			\$ 1,716,171	\$ 11,210,933			\$ 14,493,754
<b>Conerstone</b>										\$ 199,226				\$ 199,226
Basin Retrofit										\$ 199,226				\$ 199,226
<b>Devon Square</b>										\$ 72,956				\$ 72,956
Basin Retrofit										\$ 72,956				\$ 72,956
<b>Eastern University West Campus Overflow Lot</b>											\$ 1,716,375			\$ 1,716,375
Parking Lot to Porous Pavement											\$ 1,716,375			\$ 1,716,375
<b>Haviland</b>										\$ 47,702				\$ 47,702
Basin Retrofit										\$ 47,702				\$ 47,702
<b>Haymarket</b>										\$ 23,851				\$ 23,851
Basin Retrofit										\$ 23,851				\$ 23,851
<b>Ithan Creek</b>							\$ 1,566,650							\$ 1,566,650
MS4 PRP Streambank Restoaration							\$ 1,566,650							\$ 1,566,650
<b>Ithan Valley Creek Park</b>											\$ 897,000			\$ 897,000
Parking Lot to Porous Pavement											\$ 897,000			\$ 897,000
<b>KTMC</b>										\$ 48,635				\$ 48,635
Basin Retrofit										\$ 48,635				\$ 48,635
<b>Montrose Condomimiums</b>										\$ 65,941				\$ 65,941
Basin Retrofit										\$ 65,941				\$ 65,941
<b>Portledge</b>										\$ 42,090				\$ 42,090
Basin Retrofit										\$ 42,090				\$ 42,090
<b>Radnor Financial Center</b>											\$ 2,921,000			\$ 2,921,000
Parking Lot to Porous Pavement											\$ 2,921,000			\$ 2,921,000
<b>Radnor House</b>											\$ 3,505,200			\$ 3,505,200
Parking Lot to Porous Pavement											\$ 3,505,200			\$ 3,505,200
<b>Radnor Trail</b>										\$ 1,045,500				\$ 1,045,500
MS4 PRP Underground (under trail) System										\$ 1,045,500				\$ 1,045,500
<b>Radwyn Aparatments</b>											\$ 1,109,575			\$ 1,109,575
Parking Lot to Porous Pavement											\$ 1,109,575			\$ 1,109,575
<b>Trianon</b>										\$ 75,510				\$ 75,510
Basin Retrofit										\$ 75,510				\$ 75,510
<b>Valley Forge Military</b>											\$ 1,061,783			\$ 1,061,783
Parking Lot to Porous Pavement											\$ 1,061,783			\$ 1,061,783
<b>Woods Lane Basin 1</b>										\$ 28,060				\$ 28,060
Basin Retrofit										\$ 28,060				\$ 28,060
<b>Woods Lane Basin 2</b>										\$ 66,700				\$ 66,700
Basin Retrofit										\$ 66,700				\$ 66,700

**Radnor Township, PA**  
Stormwater Project Cost Report  
by Project Type and Project Ranking

Project Estimate Ranking	Ranking Score													Grand Total
	95	90	85	80	75	70	65	60	55	50	45	40	35	
<b>INFRASTRUCTURE</b>	\$ 1,454,750	\$ 759,000	\$ 1,086,000	\$ 232,530		\$ 3,873,625	\$ 565,860							\$ 7,971,765
<b>Arthur Road</b>							\$ 265,560							\$ 265,560
Arthur Road Stormsewer Project							\$ 265,560							\$ 265,560
<b>Brookside Road</b>						\$ 328,900								\$ 328,900
Brookside Road Stormsewer Replacement						\$ 328,900								\$ 328,900
<b>Chamounix &amp; Eagle</b>						\$ 3,336,000								\$ 3,336,000
Culvert replacements (2)						\$ 3,336,000								\$ 3,336,000
<b>Highview Road</b>			\$ 836,000											\$ 836,000
Highview Outfall			\$ 836,000											\$ 836,000
<b>Malin Road</b>	\$ 1,454,750													\$ 1,454,750
Malin Road Culvert Replacment	\$ 1,454,750													\$ 1,454,750
<b>Mill Road</b>			\$ 250,000											\$ 250,000
Mill Road Wall Replacement			\$ 250,000											\$ 250,000
<b>Plant</b>				\$ 114,540										\$ 114,540
Repair Storm Sewer under Resident House				\$ 114,540										\$ 114,540
<b>Roberts Road</b>		\$ 759,000												\$ 759,000
Roberts Road Culvert Repair		\$ 759,000												\$ 759,000
<b>South Devon</b>				\$ 117,990										\$ 117,990
Replace Storm Sewer under sidewalk and driveway				\$ 117,990										\$ 117,990
<b>Villanova</b>							\$ 300,300							\$ 300,300
Wistar Road Outfall							\$ 300,300							\$ 300,300
<b>Wooton Road</b>						\$ 208,725								\$ 208,725
Wooton Road Stormsewer Replacement						\$ 208,725								\$ 208,725
<b>Grand Total</b>	\$ 9,460,306	\$ 759,000	\$ 3,781,000	\$ 7,535,030	\$ 2,575,000	\$ 5,261,216	\$ 9,019,185	\$ 1,468,000	\$ 354,200	\$ 1,841,396	\$ 11,210,933	\$ 75,000	\$ 64,975	\$ 53,405,241

**Radnor Township, PA**  
**2021 Board Approved Budget**

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Special Assessment Fund #06

**Radnor Township, PA**  
**Special Assessment Fund (#006)**  
**2021 Operating Budget Narrative**

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**Department Summary:**

This fund was established to account for the various sanitary sewer assessment projects that the Township has entered into with residents. These assessment projects included the installation of sanitary sewer lines to benefit very specific properties. The Township financed these projects through larger General Obligation Bond issuances. Then, each benefiting property is assessed their share of the principal and interest, payable over the twenty-year term of the bonds. The Finance Department is charged with the administration and collection of these assessment agreements and payments. All payments are deposited into this fund; and the proceeds are then transferred to the Debt Service Fund (#024) to be used to pay down the GO Bonds issued to finance the project.

The last assessment project installed by the Township was back in 2007.

**Radnor Township, PA**  
**2021 Budget Operating Statement**  
**Special Assessment Fund 006**

Projection Description	2021 Operating Budget
Fund	006 - SPECIAL ASSM'T SPECL REV FUND
Account Status	Active

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>(11,192)</b>	<b>(12,147)</b>	<b>\$ (7,562)</b>	<b>(7,320)</b>	<b>\$ (5,885)</b>	<b>(2,500)</b>
05 - INTEREST AND RENTS	(3,250)	(3,734)	(2,838)	(4,500)	(1,477)	(500)
30140 - INTEREST EARNINGS	(931)	(1,663)	(1,275)	(500)	(172)	-
30480 - INTEREST ON PAYMENT PLANS	(2,319)	(2,071)	(1,562)	(4,000)	(1,305)	(500)
09 - SPECIAL ASSESSMENTS	(7,942)	(8,414)	(4,724)	(2,820)	(4,408)	(2,000)
33080 - SPEC ASSMT-PRINCIPAL	(7,942)	(8,414)	(4,724)	(2,820)	(4,408)	(2,000)
10 - REFUNDS AND MISCELLA	-	-	-	-	-	-
30370 - MISCELLANEOUS	-	-	-	-	-	-
30570 - CASH OVER/(SHORT)	-	-	-	-	-	-
98 - INTERFUND TRANSFERS	-	-	-	-	-	-
30590 - CAPITAL IMPROVEMENT	-	-	-	-	-	-
<b>Expense</b>	<b>45,539</b>	<b>46,787</b>	<b>\$ 44,664</b>	<b>37,659</b>	<b>\$ 37,659</b>	<b>37,694</b>
44 - CONTRACT SERVICES	-	-	-	-	-	-
44212 - PROFESSIONAL SERVICES	-	-	-	-	-	-
48 - CAPITAL OUTLAY	-	-	-	-	-	-
48211 - SANITARY SEWER IMPR	-	-	-	-	-	-
99 - INTERFUND TRANSFERS	45,539	46,787	44,664	37,659	37,659	37,694
51024 - DEBT SERVICE	45,539	46,787	44,664	37,659	37,659	37,694
<b>Net (Revenue) / Expenditures</b>	<b>34,347</b>	<b>34,640</b>	<b>\$ 37,102</b>	<b>30,339</b>	<b>\$ 31,774</b>	<b>35,194</b>



**Radnor Township, PA**  
**2021 Board Approved Budget**

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Police Investigation Fund #12

**Radnor Township, PA  
Investigation Fund  
2021 Operating Budget Narrative**



**Department Summary:**

This fund was created under Pennsylvania law for certain proceeds generated through police seizures and confiscations. The state dictates what these funds can be used for and the amount of activity is extremely limited.

**Service / Program Descriptions:**

Name	Description
Police Department	In the Police Department's role in drug and related enforcement, certain activity generates proceeds which are deposited into this fund.

**Line Item Descriptions:**

Line Item	Description
Equipment	The Police Department has used these funds in the past to fund the purchase of small equipment.
Training / Education	These funds can be used for drug task force and related expenditures.

**Radnor Township, PA**  
**2021 Budget Operating Statement**  
**Investigation Fund 012**

Projection Description 2021 Operating Budget  
Fund 012 - INVESTIGATION SPECIAL REV FUND  
Account Status Active

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>(25,316)</b>	<b>(19,863)</b>	<b>\$ (12,276)</b>	<b>(15,530)</b>	<b>\$ (5,277)</b>	<b>(10,000)</b>
04 - FINES AND COSTS	(22,047)	(12,282)	(6,046)	(10,000)	(2,979)	(5,000)
30790 - FORFEITURES	(22,047)	(12,282)	(6,046)	(10,000)	(2,979)	(5,000)
05 - INTEREST AND RENTS	(16)	(41)	(29)	(30)	(17)	-
30140 - INTEREST EARNINGS	(16)	(41)	(29)	(30)	(17)	-
06 - GRANTS AND GIFTS	(3,253)	(7,540)	(6,201)	(5,500)	(2,281)	(5,000)
30740 - POLICE DRUG TASK FORCE GRANTS	(3,253)	(7,540)	(6,201)	(5,500)	(2,281)	(5,000)
10 - REFUNDS AND MISCELLA	-	-	-	-	-	-
30770 - CONTRIBUTIONS	-	-	-	-	-	-
<b>Expense</b>	<b>25,432</b>	<b>15,060</b>	<b>\$ 12,838</b>	<b>15,530</b>	<b>\$ 6,694</b>	<b>10,000</b>
42 - EMPLOYEE DEVELOPMENT	-	975	-	-	-	-
42077 - DTF-TRAINING	-	975	-	-	-	-
43 - SUPPLIES & MATERIALS	450	125	4,959	3,030	2,429	2,500
43050 - OPERATING SUPPLIES	450	125	4,959	3,030	2,429	2,500
44 - CONTRACT SERVICES	22,047	11,106	6,046	10,000	1,625	5,000
44078 - FORFEITURES	22,047	11,106	6,046	10,000	1,625	5,000
45 - UTILITIES	2,935	2,854	1,833	2,500	2,641	2,500
45022 - COMMUNICATIONS	2,935	2,854	1,833	2,500	2,641	2,500
<b>Net (Revenue) / Expenditures</b>	<b>116</b>	<b>(4,803)</b>	<b>\$ 562</b>	<b>-</b>	<b>\$ 1,417</b>	<b>-</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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Department of Justice Equitable Sharing Fund #14

**Radnor Township, PA**  
**US Department of Justice Equitable Sharing Fund (#14)**  
**2021 Operating Budget Narrative**



**Department Summary:**

The Radnor Police Department is enrolled in the US Department of Justice Equitable Sharing Program (the Program). The Program is an enforcement partnership which will allow the US Department of Justice to share forfeited property and proceeds with the Township. Consequently, the Board of Commissioners approved the creation of this fund on February 27, 2012 with Resolution 2012-29.

In order for the Township to participate, the Program Agreement requires that the Township establish a new special revenue fund to account for the proceeds and expenditure of the funds. Further, the Program Agreement goes into detail on exactly how the funds will be distributed and how they can be spent. Adoption of this Resolution, along with the Township’s enrollment in the Program, will serve as direction to comply with the Agreement’s stipulations. Without the proposed new fund, the Township will not be authorized to receive any forfeited property or proceeds resulting from partnered efforts with the US Department of Justice.

**Service / Program Descriptions:**

Name	Description
DOJ Equitable Sharing	The Police Department works with the United States Department of Justice from time to time on special assignments. The details of the assignments are specific to each circumstance.

**Line Item Descriptions:**

Line Item	Description
Operating Supplies	Police supplies to be purchased from the proceeds of shared forfeited property.
Minor Equipment	Police equipment to be purchased from the proceeds of shared forfeited property.

**Radnor Township, PA**  
 2021 Budget Operating Statement  
 Investigation Fund 012

Projection Description	2021 Operating Budget
Fund	014 - DEPARTMENT OF JUSTICE FUND
Account Status	Active

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	-	-	\$ -	-	\$ -	-
10 - REFUNDS AND MISCELLA	-	-	-	-	-	-
30770 - CONTRIBUTIONS	-	-	-	-	-	-
<b>Net (Revenue) / Expenditures</b>	-	-	\$ -	-	\$ -	-

**Radnor Township, PA**  
**2021 Board Approved Budget**

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Commemorative Shade Tree Fund #15

**Radnor Township, PA  
 Commemorative Shade Tree Fund (#015)  
 2021 Operating Budget Narrative**



**Fund Summary:**

This fund was created in 2013 to account for the fees and donations generated under Chapter §263 of the Radnor Township Code. As stipulated under the Code, these funds should be used for certain activity. Annually, the Township budgets for the following programs associated with the Tree Program.

**Service / Program Descriptions:**

Name	Description
Big Tree Program	These appropriations use the donated funds from Chanticleer along with the residential contribution of \$35 to fund the purchase of “Big Trees” which are planted on participating residents’ property. As indicated by the name, the trees planted are meant to help replace the tree canopy in Radnor.
Street Tree Program	These appropriations use the donated funds from Chanticleer along with fines raised through the Code to replace trees along Township trees for decorative purposes.
Park Tree Program	These appropriations use the fees generated from the Code to replace trees in various Township parks as recommended by the contracted Arborist, Parks and Rec Committee and Board of Commissioners.
Contractual Services: Arborist	These appropriations use the fees generated from the Code to account for the contracted arborist’s time for the programs funded by this Fund.



**Radnor Township, PA**  
**2021 Budget Operating Statement**  
**Commemorative Shade Tree Fund 015**

Projection Description	2021 Operating Budget
Fund	015 - COMM SHADE TREE SPCL REV FUND
Account Status	Active

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>(16,705)</b>	<b>(29,451)</b>	<b>\$ (55,886)</b>	<b>(53,675)</b>	<b>\$ (24,417)</b>	<b>(15,500)</b>
04 - FINES AND COSTS	(850)	(11,500)	-	(3,675)	-	(250)
30070 - FINES	(850)	(11,500)	-	(3,675)	-	(250)
05 - INTEREST AND RENTS	(855)	(1,691)	(1,666)	(1,000)	(257)	(250)
30140 - INTEREST EARNINGS	(855)	(1,691)	(1,666)	(1,000)	(257)	(250)
10 - REFUNDS AND MISCELLA	(15,000)	(16,260)	(29,220)	(24,000)	(24,160)	(10,000)
30770 - CONTRIBUTIONS	(15,000)	(16,260)	(29,220)	(24,000)	(24,160)	(10,000)
98 - INTERFUND TRANSFERS	-	-	(25,000)	(25,000)	-	(5,000)
30190 - FROM GENERAL	-	-	(25,000)	(25,000)	-	(5,000)
<b>Expense</b>	<b>36,670</b>	<b>27,759</b>	<b>\$ 99,170</b>	<b>119,811</b>	<b>\$ 5,797</b>	<b>15,500</b>
44 - CONTRACT SERVICES	36,670	27,759	99,170	119,811	5,797	15,500
44051 - BIG TREE PLANTING	24,800	24,800	60,350	84,000	-	7,500
44052 - STREET TREE PLANTING	3,475	-	-	7,311	-	-
44053 - PARK TREE REPLACEMENT	1,920	-	18,200	-	1,600	-
44110 - CONTRACTED SVS-GENERAL	6,475	2,959	20,620	28,500	4,197	8,000
<b>Net (Revenue) / Expenditures</b>	<b>19,965</b>	<b>(1,692)</b>	<b>\$ 43,284</b>	<b>66,136</b>	<b>\$ (18,620)</b>	<b>-</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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Grant Fund #16

**Radnor Township, PA**  
**Grant Fund (#016)**  
**2021 Operating Budget Narrative**

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**Fund Summary:**

This fund was created in 2014 to account for various grants that required the Township to establish an interest-bearing account during the project period. The grants accounted for in this fund are typically paid-in-full at the start of the project; rather than reimbursed during / after the project. It's important to note that the accounting for the project expenses exists in the Capital Improvement Fund, or Bond Improvement Fund. Then, as the Township completes segments, the grant proceeds are transferred from this Grant Fund to the Fund in which the project expenses are being recorded in.

Most Township grants are reimbursable, therefore the activity in this fund has been diminishing in recent years. The only activity anticipated for 2021 is the run out of the remaining grants.

**Radnor Township, PA**  
 2021 Budget Operating Statement  
 Grant Fund 016

Projection Description	2021 Operating Budget
Fund	016 - GRANT FUND
Account Status	Active

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>(9,227)</b>	<b>(359)</b>	<b>\$ 35,209</b>	<b>(250)</b>	<b>\$ (116,056)</b>	<b>-</b>
05 - INTEREST AND RENTS	(184)	(359)	(177)	(250)	(56)	-
30140 - INTEREST EARNINGS	(184)	(359)	(177)	(250)	(56)	-
06 - GRANTS AND GIFTS	(9,043)	-	35,387	-	(116,000)	-
30350 - FEDERAL STATE CNTY GRANTS	(9,043)	-	35,387	-	(116,000)	-
98 - INTERFUND TRANSFERS	-	-	-	-	-	-
30190 - FROM GENERAL	-	-	-	-	-	-
<b>Expense</b>	<b>-</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>
44 - CONTRACT SERVICES	-	-	-	-	-	-
44110 - CONTRACTED SVS-GENERAL	-	-	-	-	-	-
<b>Net (Revenue) / Expenditures</b>	<b>(9,227)</b>	<b>(359)</b>	<b>\$ 35,209</b>	<b>(250)</b>	<b>\$ (116,056)</b>	<b>-</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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\$8.0 Million Settlement Fund #18

**Radnor Township, PA**  
**\$8.0 Million Tax Settlement Fund (#018)**  
**2021 Operating Budget Narrative**



**Fund Summary:**

This fund was created by the Board of Commissioners 2013 to account for the activity associated with the spending of the \$8.0 million business tax settlement realized in 2013. The Board adopted Resolution 2013-129 which allocated the settlement funds to be used as follows:

<b>Project</b>	<b>Amount</b>
ERP / Software Project	\$1,000,000
Willows Improvements	1,100,000
Kiosk Installation Project	450,000
Capital Program (2014)	1,518,310
Pension Funding (transferred to Trust)	2,701,690
Stormwater Funding (transferred to Fund 004)	1,230,000
<b>Total</b>	<b>\$8,000,000</b>

Note: This fund has been established as a “Budget for Life” fund, which means that the initial appropriations were approved by the Board in 2013 (as outlined above). Now, over the life of the projects, until the funds are exhausted, the appropriations carry over year after year (thus not needing to be re-appropriated annually).

**Service / Program Descriptions:**

<b>Name</b>	<b>Description</b>
ERP / Software Project	In 2015, the Board adopted legislation authorizing the purchase of Tyler Munis software to include the General Ledger, Financial Reporting, Cash Receipting, HR/ Payroll, Work Orders, Recreation, Codes and Licenses and other smaller modules. The implementation is ongoing with Financials/GL and HR/Payroll having gone live in 2017, Permitting and Project Accounting in 2020, and Licensing scheduled for 2021.
Willows Improvements	These funds were initially set aside for the waterline replacement and bridge replacement. The bridge was replaced in 2014/2015. The waterline replacement is on hold pending the larger decision with the Mansion.
Kiosk Installation Project	This project includes replacing of all the parking meter heads throughout the Township with kiosks. This project is intended to give customers more payment options when parking, save the Township money, and generate additional revenue. This project was completed in 2015.
Capital Program (2014)	These funds were transferred in 2014 to cover the Township’s capital program for that year (versus transferring General Fund dollars).
Pension Funding (transferred to Trust)	These funds were transferred in 2013 to the pension trust funds. 50% of the allocation went to each fund (police and civilian).
Stormwater Funding (transferred to Fund 004)	These funds were transferred to the Stormwater Management Fund (#004) as seed money to pay for the initial fee study and initial projects.

**Radnor Township, PA**  
**2021 Board Approved Budget**

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Park Impact Fee Fund #21

**Radnor Township, PA**  
**Park Impact Fee Fund (#021)**  
**2021 Operating Budget Narrative**

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**Fund Summary:**

This fund was created by the Board of Commissioners 2013 to account for the activity associated with §255.43.1 titled "Park and recreational land and fee requirements." As mandated under the Code, all fees paid by land owners under this Chapter are deposited into this special revenue fund. When the Board of Commissioners identify and approve projects where these funds are to be used, those dollars will be transferred from the Park Impact Fee Fund to the home fund where the rest of the project accounting exists.

In 2019, there was one project that had been identified by the Board as a possible use of these funds, which was the restoration of the Willows Mansion (see the Board presentation on September 25, 2017). As of the date of this narrative, no formal decision or direction has been approved by the Board. Therefore, no appropriations are identified. In fact, since the fund's creation in 2013, no dollars have been spent or transferred. Instead, Park Impact Fees collected have accumulated year after year.



**Radnor Township, PA**  
**2021 Budget Operating Statement**  
**Recreation/Park Impact Fee Fund 021**

Projection Description	2021 Operating Budget
Fund	021 - RECREATION FEE SPCL REV FUND
Account Status	Active

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>(1,759)</b>	<b>(154,907)</b>	<b>\$ (10,715)</b>	<b>(27,000)</b>	<b>\$ (358,219)</b>	<b>(27,000)</b>
03 - LICENSES & PERMITS	-	(151,068)	(9,921)	(25,000)	(358,143)	(25,000)
30420 - SUBDIVISION REVIEW FEES	-	(151,068)	(9,921)	(25,000)	(358,143)	(25,000)
05 - INTEREST AND RENTS	(1,759)	(3,839)	(794)	(2,000)	(76)	(2,000)
30140 - INTEREST EARNINGS	(1,759)	(3,839)	(794)	(2,000)	(76)	(2,000)
<b>Expense</b>	<b>-</b>	<b>325,000</b>	<b>\$ 150,000</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>
48 - CAPITAL OUTLAY	-	-	-	-	-	-
48214 - PARK IMPR	-	-	-	-	-	-
99 - INTERFUND TRANSFERS	-	325,000	150,000	-	-	-
51023 - WILLOWS	-	325,000	-	-	-	-
51501 - TO PARK/TRAIL IMPR FUND	-	-	150,000	-	-	-
<b>Net (Revenue) / Expenditures</b>	<b>(1,759)</b>	<b>170,093</b>	<b>\$ 139,285</b>	<b>(27,000)</b>	<b>\$ (358,219)</b>	<b>(27,000)</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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Park and Open Space Fund #22

**Radnor Township, PA**  
**Park & Open Space Fund (#022)**  
**2021 Operating Budget Narrative**



**Department Summary:**

This fund was created by the Board of Commissioners in 1994 to account for the transactions associated with the purchase of open space as well as to fund park and park facility improvements. The primary funding source is 25% of the gross real estate transfer revenues.

**Line Item Descriptions:**

Line Item	Description
Legal Services – General	Allocates funding for legal services needed regarding open space and land acquisitions.
Professional Services	Allocates funding for professional services such as insurance, legal services, and due-diligence reviews.
Park Improvements	Allocates funding for park improvement services such as comprehensive studies and concept plans, park reviews.
Land Acquisitions	Allocates funding for land acquisitions.

**Ardrossan Acquisition Summary:** Beginning in 2015, this fund houses the accounting for the Ardrossan open space land acquisition and financing. The plan, as presented with the adoption of the purchase agreement ordinance in December 2013, includes using any available funds generated by the 0.25% of realty transfer tax, after the 2009 GO Bonds are covered to be allocated to pay for a portion of the Ardrossan Bonds. As the forecast below suggests, the real estate transfer tax will most likely not be sufficient to fully fund the voted open space bond obligations. Therefore, additional resources will most likely be necessary. As the “Net Revenue” numbers suggest, roughly \$180,000 in 2019 was necessary. The Board approved a transfer as part of the 2019 budget. Looking forward, similar transfers will be necessary since the voted millage hasn’t been enacted. The 2020 budget includes a transfer of \$150,000, which might be sufficient to last several years.

	2017	2018	2019	2020 YTD	2021	2022
<b>Beg Balance</b>	<b>\$701,172</b>	<b>\$279,190</b>	<b>\$14,766</b>	<b>215,893</b>	<b>260,895</b>	<b>108,017</b>
Revenue						
Realty Transfer	820,636	787,778	1,074,960	634,442	900,000	962,500
Grants / Interest	1,880	2,876	2,495	560	1,000	2,500
General Fund Transfers	-	-	180,000	-	-	-
Total Rev	822,516	790,654	1,257,455	635,002	901,000	965,000
Expenses:						
Professional Services	-	-	-	-	-	-
Debt Service	(1,244,498)	(1,055,078)	(1,056,328)	(590,000)	(1,053,878)	(1,050,378)
Total Expenses	(1,244,498)	(1,055,078)	(1,056,328)	(590,000)	(1,053,878)	(1,050,378)
Net Revenue	(421,982)	(264,424)	201,127	45,002	(152,878)	(85,378)
<b>Ending Balance</b>	<b>\$279,190</b>	<b>\$14,766</b>	<b>215,893</b>	<b>260,895</b>	<b>108,017</b>	<b>22,639</b>

**Radnor Township, PA**  
**2021 Budget Operating Statement**  
**Park and Open Space Fund 022**

Projection Description 2021 Operating Budget  
Fund 022 - PARK&OPEN SPACE SPCL REV FUND  
Account Status Active

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>(822,516)</b>	<b>(790,654)</b>	<b>\$ (1,313,270)</b>	<b>(1,050,500)</b>	<b>\$ (725,945)</b>	<b>(1,051,000)</b>
01 - REAL ESTATE TAX	-	-	-	-	-	-
02 - ACT 511 ENABLING TAX	(820,637)	(787,778)	(1,130,775)	(898,000)	(725,360)	(900,000)
30110 - REALTY TRANSFER TAXES	(820,637)	(787,778)	(1,130,775)	(898,000)	(725,360)	(900,000)
05 - INTEREST AND RENTS	(1,880)	(2,876)	(2,496)	(2,500)	(585)	(1,000)
30140 - INTEREST EARNINGS	(1,880)	(2,876)	(2,496)	(2,500)	(585)	(1,000)
30240 - PROPERTY AND EQUIPMENT RENTAL	-	-	-	-	-	-
10 - REFUNDS AND MISCELLA	-	-	-	-	-	-
30770 - CONTRIBUTIONS	-	-	-	-	-	-
11 - DEBT PROCEEDS	-	-	-	-	-	-
31090 - GOB PROCEEDS	-	-	-	-	-	-
31110 - BOND PREMIUMS	-	-	-	-	-	-
98 - INTERFUND TRANSFERS	-	-	(180,000)	(150,000)	-	(150,000)
30190 - FROM GENERAL	-	-	(180,000)	(150,000)	-	(150,000)
32160 - GRANT FUND	-	-	-	-	-	-
<b>Expense</b>	<b>1,244,498</b>	<b>1,055,078</b>	<b>\$ 1,056,328</b>	<b>1,046,978</b>	<b>\$ 590,000</b>	<b>1,053,878</b>
44 - CONTRACT SERVICES	-	-	-	-	-	-
44210 - LEGAL SVS-GENERAL	-	-	-	-	-	-
44212 - PROFESSIONAL SERVICES	-	-	-	-	-	-
48 - CAPITAL OUTLAY	-	-	-	-	-	-
48214 - PARK IMPR	-	-	-	-	-	-
48218 - LAND ACQUISITION	-	-	-	-	-	-
49 - DEBT SERVICE	-	-	-	-	-	-
49011 - INTEREST-BONDS	-	-	-	-	-	-
49041 - COST OF ISSUANCE	-	-	-	-	-	-
99 - INTERFUND TRANSFERS	1,244,498	1,055,078	1,056,328	1,046,978	590,000	1,053,878
51001 - GENERAL FUND	-	29,480	29,480	29,480	-	29,480
51024 - DEBT SERVICE	1,244,498	1,025,598	1,026,848	1,017,498	590,000	1,024,398
<b>Net (Revenue) / Expenditures</b>	<b>421,982</b>	<b>264,424</b>	<b>\$ (256,942)</b>	<b>(3,522)</b>	<b>\$ (135,945)</b>	<b>2,878</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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Willows Enterprise Fund #23

**Radnor Township, PA**  
**Willows Fund (#023)**  
**2021 Operating Budget Narrative**



**Department Summary:**

The Willows Property is a 47-acre estate owned by Radnor Township that includes the Willows Park, Mansion and Cottage. Public Works and the Recreation & Community Programming Department work closely to oversee the property.

The Mansion has been closed for events for nearly seven years as the Township has evaluated several public-private partnerships and other proposals. In 2018, the Board entered into an agreement with a newly-formed 501(C)(3) Willows Park Preserve (“WPP”). At the same time, the Board approved transferring various amounts to support the \$1,000,000 donation pledged towards the improvement of the mansion. The amount was estimated based on a study performed and presented in the fall of 2017, which required approximately \$1.8 million.

<b>TOWNSHIP FUNDING</b>	<b>BOC APPROVED AMOUNT</b>	<b>ACTUAL TRANSFERS THROUGH 2020</b>
<b>GENERAL FUND (#001)</b>	\$ 800,702	375,000
<b>\$8.0M SETTLEMENT FUND (#018)</b>	500,000	500,000
<b>PARK IMPACT FEE FUND (#021)</b>	500,000	325,000
<b>SALE OF BOY SCOUT HOUSE</b>	190,931	190,931
<b>TOTAL PROCEEDS</b>	<b>1,991,633</b>	<b>1,390,931</b>

Under the Agreement with WPP, the Township is responsible for installing certain public infrastructure improvements up to the total amount approved by the Board in 2017. The Transfers identified above will be made over time, as cash is needed to install the improvements.

**Line Item Descriptions:**

<b>Line Item</b>	<b>Description</b>
<b>Utilities</b>	Electric and gas needed to keep the mansion warm enough to prevent frozen pipes and to keep the building’s security system running.
<b>Communications</b>	The internet costs associated with the security system
<b>Operating Supplies</b>	Items needed to cover clean-up and other minor repair items that may come up during the year
<b>Contractual Services</b>	Services needed for major or skilled repairs
<b>Maintenance and Repair: Buildings and Fixtures</b>	Expenses needed to make repairs to the Mansion as they come up. These funds are not meant to cover any renovations or improvements to the Mansion.

**Radnor Township, PA**  
**2021 Budget Operating Statement**  
**Willows Enterprise Fund 023**

Projection Description 2021 Operating Budget  
Fund 023 - WILLOWS ENTERPRISE FUND  
Account Status Active

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>(70,122)</b>	<b>(817,097)</b>	<b>\$ (10,648)</b>	<b>(6,500)</b>	<b>\$ (3,953)</b>	<b>(2,500)</b>
05 - INTEREST AND RENTS	(122)	(192,097)	(10,648)	(6,500)	(3,953)	(2,500)
30140 - INTEREST EARNINGS	(122)	(1,166)	(10,648)	(6,500)	(3,953)	(2,500)
30240 - PROPERTY AND EQUIPMENT RENTAL	-	(190,931)	-	-	-	-
30340 - WILLOWS RENTALS	-	-	-	-	-	-
06 - GRANTS AND GIFTS	-	-	-	-	-	-
10 - REFUNDS AND MISCELLA	-	-	-	-	-	-
11 - DEBT PROCEEDS	-	-	-	-	-	-
98 - INTERFUND TRANSFERS	(70,000)	(625,000)	-	-	-	-
30190 - FROM GENERAL	(70,000)	(50,000)	-	-	-	-
31180 - \$8M SETTLEMENT	-	(250,000)	-	-	-	-
32190 - RECREATIONAL FEE FUND	-	(325,000)	-	-	-	-
<b>Expense</b>	<b>54,509</b>	<b>207,451</b>	<b>\$ 68,796</b>	<b>38,147</b>	<b>\$ 64,243</b>	<b>15,000</b>
40 - WAGES & COMPENSATION	46	634	50	-	-	-
40010 - SALARIES-REGULAR	46	-	-	-	-	-
40020 - SALARIES-OVERTIME	-	634	50	-	-	-
40031 - SALARIES-SICK PAY INCENTIVE	-	-	-	-	-	-
40032 - SALARIES-MED EXP REIMB	-	-	-	-	-	-
41 - PAYROLL LIABILITIES	3	48	4	-	-	-
41010 - SOCIAL SECURITY TAXES	3	48	4	-	-	-
41021 - WORKERS COMPENSATION	-	-	-	-	-	-
41023 - UNEMPLOYMENT	-	-	-	-	-	-
41024 - PENSION ALLOCATION	-	-	-	-	-	-
41026 - MEDICAL INS PREMIUMS	-	-	-	-	-	-
41027 - GROUP LIFE & DISABILITY	-	-	-	-	-	-
43 - SUPPLIES & MATERIALS	-	408	-	100	-	-
43045 - POSTAGE	-	-	-	-	-	-
43050 - OPERATING SUPPLIES	-	408	-	100	-	-
44 - CONTRACT SERVICES	47,063	21,248	17,331	21,000	12,099	-
44022 - INSURANCE-LIABILITY	1,748	6,773	8,386	10,000	12,099	-
44110 - CONTRACTED SVS-GENERAL	4,067	2,751	8,213	1,000	-	-
44212 - PROFESSIONAL SERVICES	32,191	-	-	-	-	-
44310 - M&R-BLDGS.&FIXTURES	2,597	11,724	731	10,000	-	-
44311 - M&R-MACHINERY&EQUIP.	6,460	-	-	-	-	-
45 - UTILITIES	7,397	12,506	12,523	15,000	9,988	15,000
45010 - UTILITIES	7,397	12,506	12,523	15,000	9,988	15,000
45022 - COMMUNICATIONS	-	-	-	-	-	-
48 - CAPITAL OUTLAY	-	172,608	38,889	2,047	42,156	-
48000 - DEPRECIATION BUILDINGS	-	-	-	-	-	-
48100 - MINOR OFFICE EQUIPMENT	-	-	-	-	-	-
48204 - CAPEX-IMPROVEMENTS	-	172,608	38,889	2,047	42,156	-
48215 - WILLOWS IMPR	-	-	-	-	-	-
<b>Net (Revenue) / Expenditures</b>	<b>(15,614)</b>	<b>(609,646)</b>	<b>\$ 58,148</b>	<b>31,647</b>	<b>\$ 60,290</b>	<b>12,500</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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Debt Service Fund #24



**Radnor Township, PA**  
**Debt Service Fund (#024)**  
**2021 Operating Budget Narrative**



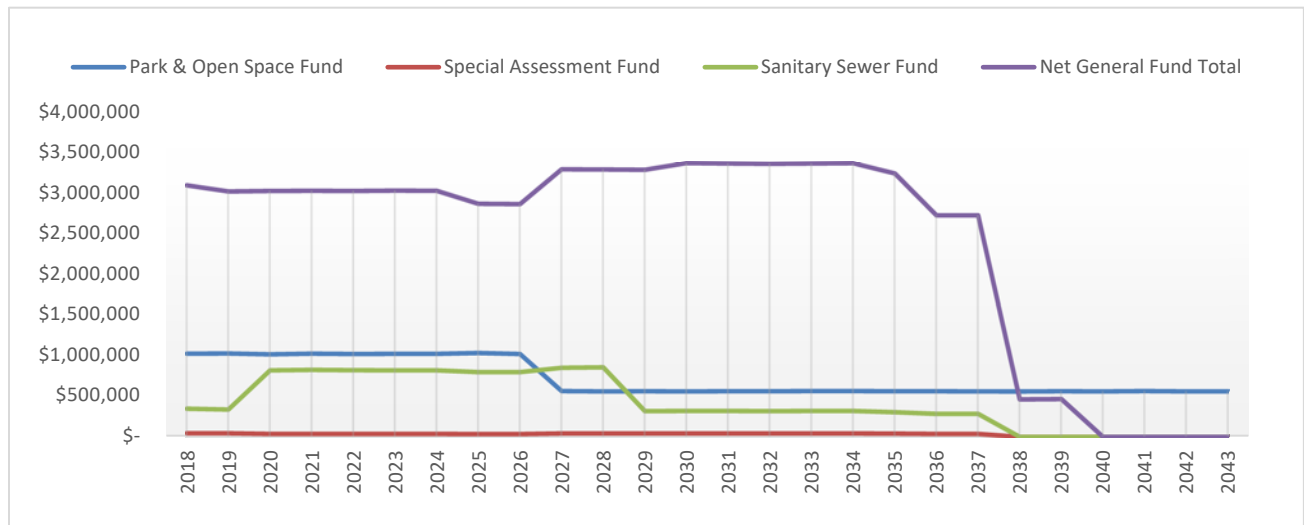
**Department Summary:**

This fund was created by the Board of Commissioners in 2009 to account specifically for the retirement of bond issues and other debt obligations. The proceeds of the fund are dependent upon what the proceeds of the bonds were used for.

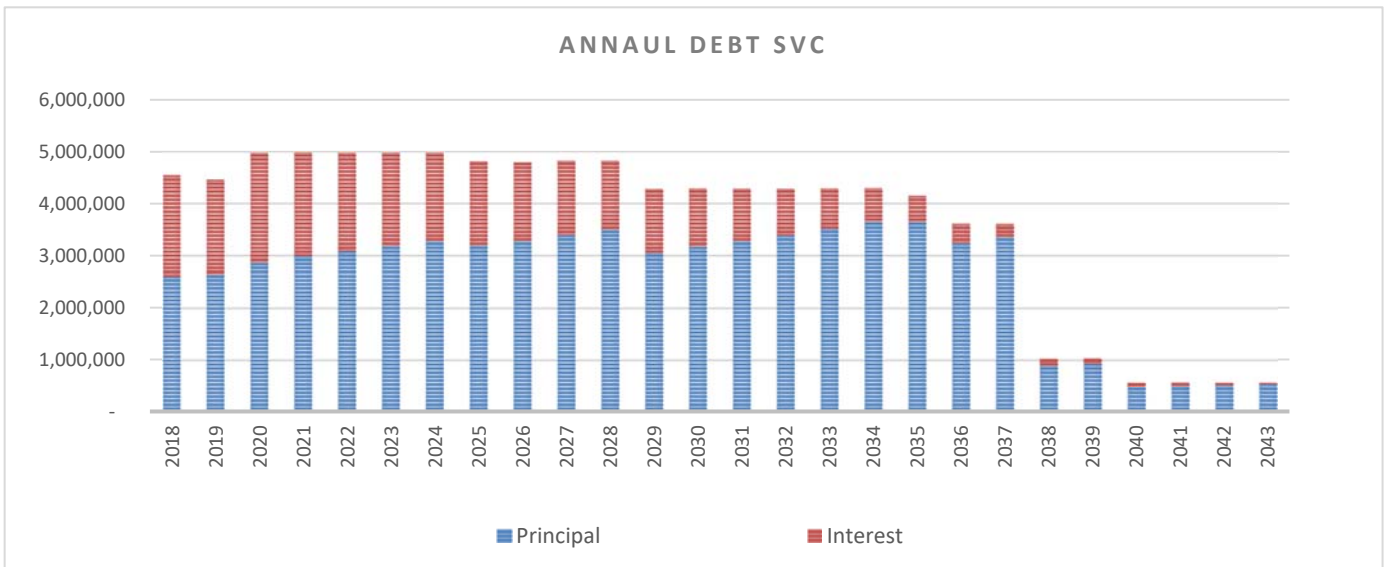
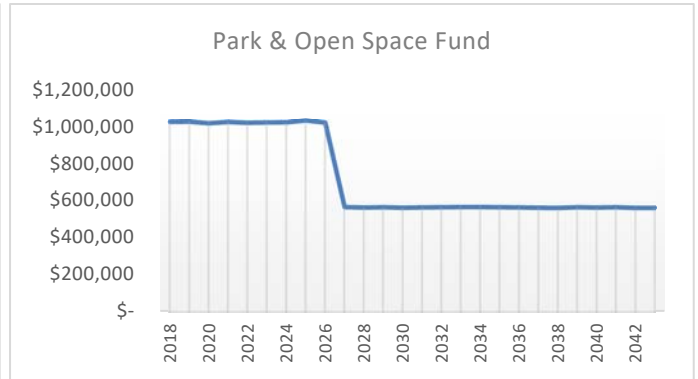
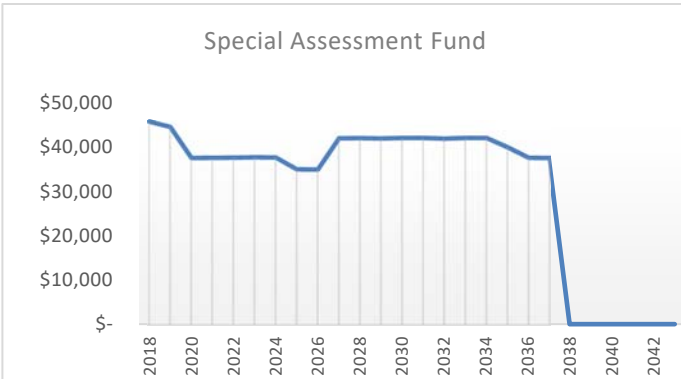
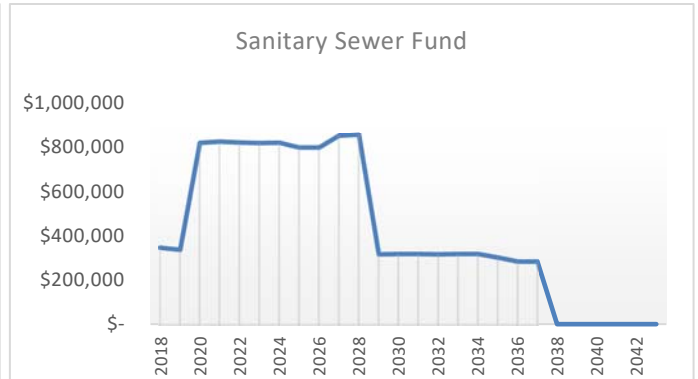
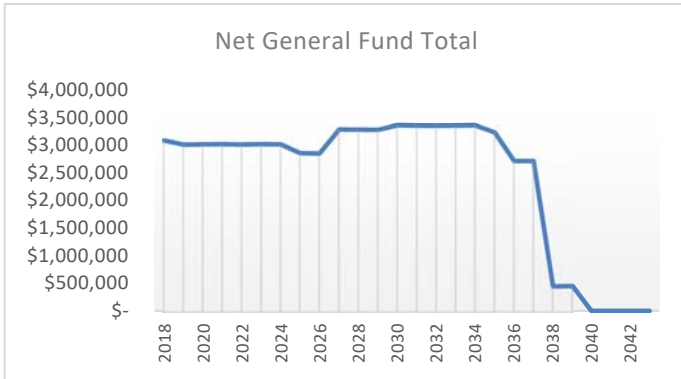
The Township’s outstanding principal debt balance at January 1, 2020 will be \$62,895,000, up from \$55,940,000 at January 1, 2019. The increase in 2019 was the result of the General Obligation Bonds, Series 2019 A in the amount of \$7,145,000 for various capital improvements throughout town. In 2020, the Township will pay down \$2,860,000 in principal, ending the year with an outstanding balance of \$60,035,000. The beginning outstanding balance is made up in non-voted general obligations of the Township and voted open space bonds. Currently the Township has eight notes/bonds outstanding, Series 2015 (refunded 2009 Bonds which were originally the 2002AA and 2004A bonds), Series 2010 (refunded 2002A), Series 2012 (refunded 2007), 2013 (refunded 2004 / eliminated the Swap Agreement), Series 2014 open space bonds (Ardrossan), Series 2015 library improvement bonds, Series 2016 park/trail improvement bonds, Series 2019 (refunded 2018 Sewer Notes) borrowed for emergency Sanitary Sewer projects, and the new Series A of 2019 for general capital projects. The table below reflects the summary of budgeted debt obligation transactions for 2020.

The Township has utilized the bond issuances through the years to fund various activities. The following table reflects the sources of revenue being used to satisfy the 2020 debt service.

Fund	Amount
General Fund – General Revenues / Real Estate Taxes	\$3,023,785
Sewer Fund – Sewer Rent	825,378
Special Assessment Fund – Infrastructure Projects	37,694
Parks & Open Space Fund – Real Estate Transfer Tax and Voted Millage	1,024,398
Wayne Art Center Repayment	70,063
Library Repayment (eliminated in 2010)	-
<b>Total</b>	<b>\$4,981,318</b>



**Radnor Township, PA**  
**Debt Service Fund (#024)**  
**2021 Operating Budget Narrative**



**Radnor Township, PA**  
**2021 Budget Operating Statement**  
**Debt Service Fund 024**

Projection Description 2021 Operating Budget  
Fund 024 - DEBT SERVICE FUND  
Account Status Active

	2017 Actual	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual To Date	2021 Board Approved Budget
<b>Revenue</b>	<b>(4,659,016)</b>	<b>(4,450,051)</b>	<b>\$ (9,149,641)</b>	<b>(4,966,903)</b>	<b>\$ (4,762,616)</b>	<b>(4,981,318)</b>
05 - INTEREST AND RENTS	(259)	(1,166)	(846)	(500)	(220)	-
30140 - INTEREST EARNINGS	(259)	(1,166)	(846)	(500)	(220)	-
07 - DEPARTMENTAL EARNING	(33,219)	(30,063)	(30,063)	(70,063)	-	(70,063)
30960 - DEBT REPAY AGREEMENTS	(33,219)	(30,063)	(30,063)	(70,063)	-	(70,063)
10 - REFUNDS AND MISCELLA	-	-	-	-	-	-
30370 - MISCELLANEOUS	-	-	-	-	-	-
11 - DEBT PROCEEDS	-	-	-	-	-	-
31090 - GOB PROCEEDS	-	-	-	-	-	-
31110 - BOND PREMIUMS	-	-	-	-	-	-
98 - INTERFUND TRANSFERS	(4,625,538)	(4,418,822)	(9,118,733)	(4,896,340)	(4,762,396)	(4,911,255)
30060 - FROM SPECIAL ASSMT.	(45,539)	(46,787)	(44,664)	(37,659)	(37,659)	(37,694)
30190 - FROM GENERAL	(2,991,145)	(3,000,312)	(3,014,992)	(3,021,681)	(3,584,737)	(3,023,785)
30290 - SEWER	(344,356)	(346,125)	(5,032,229)	(819,502)	(550,000)	(825,378)
32290 - PARK & OPEN SPACE FUND	(1,244,498)	(1,025,598)	(1,026,848)	(1,017,498)	(590,000)	(1,024,398)
32390 - WILLOWS FUND	-	-	-	-	-	-
<b>Expense</b>	<b>4,736,058</b>	<b>4,460,830</b>	<b>\$ 9,045,749</b>	<b>4,966,400</b>	<b>\$ 4,923,486</b>	<b>4,979,716</b>
49 - DEBT SERVICE	4,736,058	4,460,830	9,045,749	4,966,400	4,923,486	4,979,716
49011 - INTEREST-BONDS	1,926,058	1,860,830	1,826,750	2,106,400	1,953,486	1,984,716
49021 - PRINCIPAL-BONDS	2,810,000	2,600,000	7,218,999	2,860,000	2,970,000	2,995,000
49030 - BANK SERVICE CHARGES	-	-	-	-	-	-
49040 - BOND REFUNDING	-	-	-	-	-	-
49041 - COST OF ISSUANCE	-	-	-	-	-	-
<b>Net (Revenue) / Expenditures</b>	<b>77,042</b>	<b>10,779</b>	<b>\$ (103,892)</b>	<b>(503)</b>	<b>\$ 160,870</b>	<b>(1,602)</b>

**Radnor Township, PA**  
**2021 Board Approved Budget**

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Exhibit A: Supplemental Information Section

# **Radnor Township, PA**

## **2021 Board Approved Budget**

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Real Estate Tax Assumption

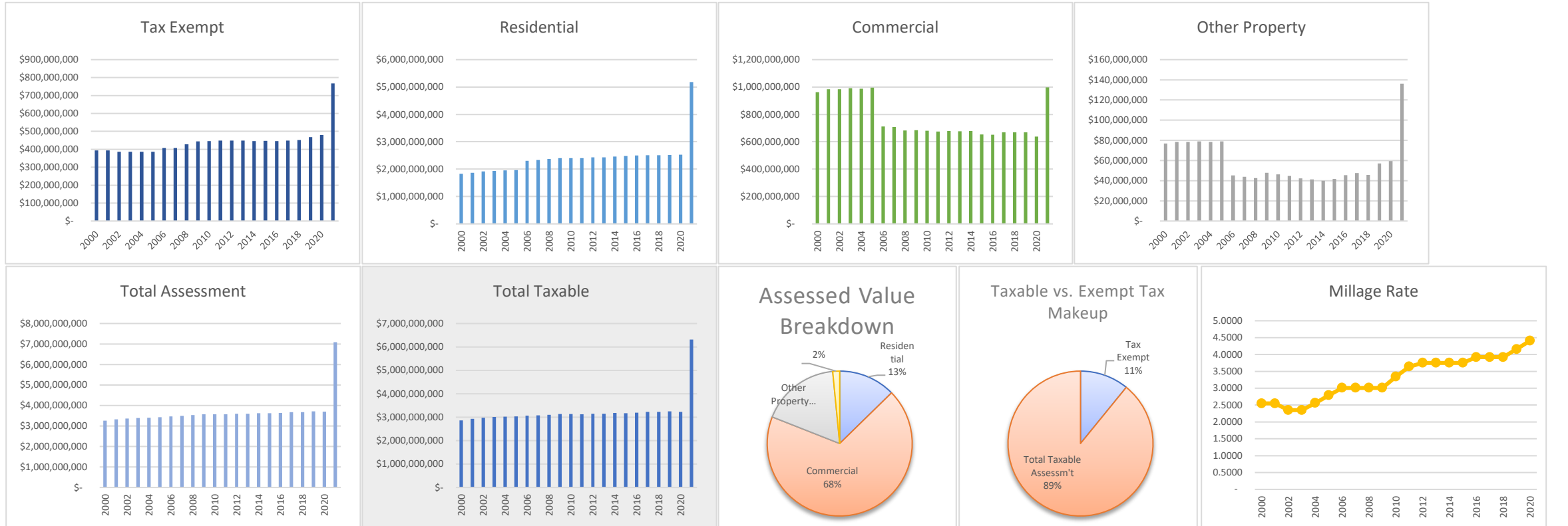
Millage Rate History

**Radnor Township, PA**  
Township Assessed Valuation and Rates of Real Estate Taxation  
For the Years Ending 2000 - 2021



Year	Assessed Value Breakdown					Taxable Assessment Information			Millage Information		
	Tax Exempt	Residential	Commercial	Other Property	Total Assessment	Total Taxable	Annual % Δ	Running 5 Year CAGR %	Millage Rate	Annual % Δ	Running 5 Year CAGR %
2000	\$ 393,867,910	\$ 1,827,631,476	\$ 962,846,955	\$ 76,844,247	\$ 3,261,190,588	\$ 2,867,322,678	n/a	n/a	2.5500	n/a	n/a
2001	\$ 393,867,910	\$ 1,866,076,027	\$ 983,100,841	\$ 78,460,698	\$ 3,321,505,476	\$ 2,927,637,566	2.10%	n/a	2.5500	0.00%	n/a
2002	\$ 385,756,733	\$ 1,915,307,513	\$ 983,100,841	\$ 78,460,698	\$ 3,362,625,785	\$ 2,976,869,052	1.68%	n/a	2.3500	-7.84%	n/a
2003	\$ 385,756,733	\$ 1,934,879,737	\$ 992,392,482	\$ 79,066,714	\$ 3,392,095,666	\$ 3,006,338,933	0.99%	n/a	2.3500	0.00%	n/a
2004	\$ 385,756,733	\$ 1,951,398,399	\$ 988,072,742	\$ 78,466,376	\$ 3,403,694,250	\$ 3,017,937,517	0.39%	n/a	2.5600	8.94%	n/a
2005	\$ 385,756,733	\$ 1,965,072,901	\$ 994,996,703	\$ 79,016,231	\$ 3,424,842,568	\$ 3,039,085,835	0.70%	1.17%	2.7900	8.98%	1.82%
2006	\$ 407,686,215	\$ 2,306,908,769	\$ 711,846,537	\$ 45,231,948	\$ 3,471,673,469	\$ 3,063,987,254	0.82%	0.91%	3.0100	7.89%	3.37%
2007	\$ 407,541,105	\$ 2,333,987,261	\$ 706,971,527	\$ 43,784,084	\$ 3,492,283,977	\$ 3,084,742,872	0.68%	0.71%	3.0100	0.00%	5.08%
2008	\$ 427,700,645	\$ 2,374,223,989	\$ 683,048,147	\$ 42,539,224	\$ 3,527,512,005	\$ 3,099,811,360	0.49%	0.61%	3.0100	0.00%	5.08%
2009	\$ 444,577,193	\$ 2,399,381,717	\$ 684,171,717	\$ 47,765,544	\$ 3,575,896,171	\$ 3,131,318,978	1.02%	0.74%	3.0100	0.00%	3.29%
2010	\$ 445,876,898	\$ 2,404,787,156	\$ 680,386,421	\$ 46,157,028	\$ 3,577,207,503	\$ 3,131,330,605	0.00%	0.60%	3.3411	11.00%	3.67%
2011	\$ 448,146,338	\$ 2,404,723,368	\$ 675,657,684	\$ 44,557,628	\$ 3,573,085,018	\$ 3,124,938,680	-0.20%	0.39%	3.6411	8.98%	3.88%
2012	\$ 448,267,948	\$ 2,426,398,552	\$ 678,489,534	\$ 42,417,098	\$ 3,595,573,132	\$ 3,147,305,184	0.72%	0.40%	3.7511	3.02%	4.50%
2013	\$ 448,741,948	\$ 2,434,177,164	\$ 677,339,914	\$ 41,270,105	\$ 3,601,529,131	\$ 3,152,787,183	0.17%	0.34%	3.7511	0.00%	4.50%
2014	\$ 446,216,948	\$ 2,456,745,267	\$ 679,253,194	\$ 40,038,325	\$ 3,622,253,734	\$ 3,176,036,786	0.74%	0.28%	3.7511	0.00%	4.50%
2015	\$ 446,742,488	\$ 2,476,346,460	\$ 653,004,104	\$ 41,695,537	\$ 3,617,788,589	\$ 3,171,046,101	-0.16%	0.25%	3.7511	0.00%	2.34%
2016	\$ 446,358,268	\$ 2,496,459,218	\$ 651,319,891	\$ 45,412,937	\$ 3,639,550,314	\$ 3,193,192,046	0.70%	0.43%	3.9228	4.58%	1.50%
2017	\$ 449,155,488	\$ 2,511,862,686	\$ 669,662,901	\$ 47,501,830	\$ 3,678,182,905	\$ 3,229,027,417	1.12%	0.51%	3.9228	0.00%	0.90%
2018	\$ 452,240,125	\$ 2,511,835,640	\$ 669,662,901	\$ 45,620,478	\$ 3,679,359,144	\$ 3,227,119,019	-0.06%	0.47%	3.9228	0.00%	0.90%
2019	\$ 467,529,185	\$ 2,520,068,437	\$ 668,800,001	\$ 57,025,856	\$ 3,713,423,479	\$ 3,245,894,294	0.52%	0.58%	4.1582	6.00%	2.08%
2020	\$ 479,231,695	\$ 2,528,204,985	\$ 638,409,891	\$ 59,392,620	\$ 3,705,239,191	\$ 3,226,007,496	-0.03%	0.31%	4.4082	6.01%	3.28%
2021	\$ 767,786,830	\$ 5,182,670,070	\$ 997,398,550	\$ 136,099,460	\$ 7,083,954,910	\$ 6,316,168,080	95.72%	14.74%	-	-	-

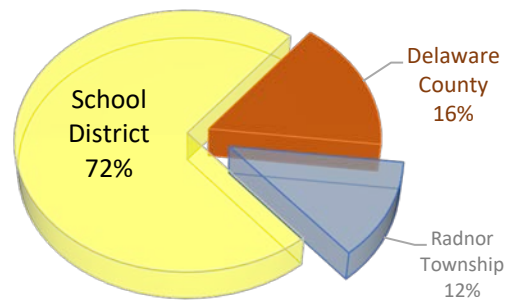
Change (24,280,888) (24,280,888) \*County wide re-assessment, eff. January 2000



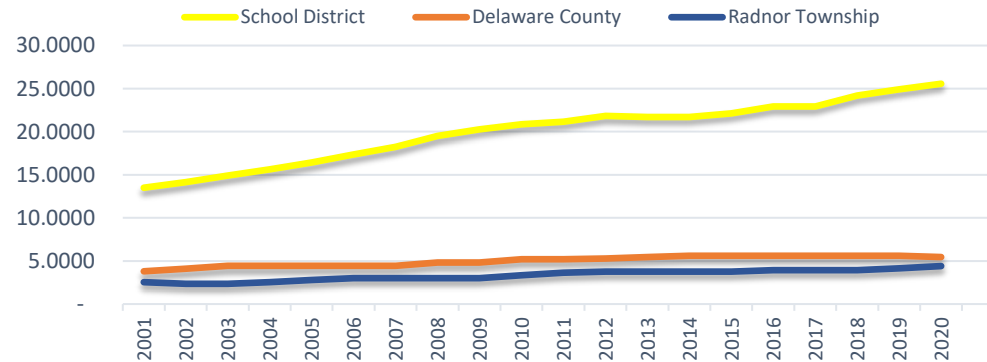
**Radnor Township, PA**  
Real Estate Tax Breakdown  
For the Years 2001-2020

Year	Total Assessed Value [c]	Taxable Assessed Value [c]	% Change	Millage Rates							
				School District	% Change	Delaware County	% Change	Radnor Township	% Change	Total	% Change
2001	\$ 3,321,505,476	\$ 2,927,637,566	2.1%	13.5000	n/a	3.8000	n/a	2.5500	n/a	19.8500	n/a
2002	\$ 3,362,625,785	\$ 2,976,869,052	1.7%	14.1700	5.0%	4.1020	7.9%	2.3500	-7.8%	20.6220	3.9%
2003	\$ 3,392,095,666	\$ 3,006,338,933	1.0%	14.9200	5.3%	4.4500	8.5%	2.3500	0.0%	21.7200	5.3%
2004	\$ 3,403,694,250	\$ 3,017,937,517	0.4%	15.6400	4.8%	4.4500	0.0%	2.5600	8.9%	22.6500	4.3%
2005	\$ 3,424,842,568	\$ 3,039,085,835	0.7%	16.4100	4.9%	4.4500	0.0%	2.7900	9.0%	23.6500	4.4%
2006	\$ 3,471,673,469	\$ 3,063,987,254	0.8%	17.3670	5.8%	4.4500	0.0%	3.0100	7.9%	24.8270	5.0%
2007	\$ 3,492,283,977	\$ 3,084,742,872	0.7%	18.2359	5.0%	4.4500	0.0%	3.0100	0.0%	25.6959	3.5%
2008	\$ 3,527,512,005	\$ 3,099,811,360	0.5%	19.5118	7.0%	4.8250	8.4%	3.0100	0.0%	27.3468	6.4%
2009	\$ 3,575,896,171	\$ 3,131,318,978	1.0%	20.2730	3.9%	4.8250	0.0%	3.0100	0.0%	28.1080	2.8%
2010	\$ 3,577,207,503	\$ 3,131,330,605	0.0%	20.8681	2.9%	5.1840	7.4%	3.3411	11.0%	29.3932	4.6%
2011	\$ 3,573,085,018	\$ 3,124,938,680	-0.2%	21.1439	1.3%	5.1840	0.0%	3.6411	9.0%	29.9690	2.0%
2012	\$ 3,595,573,132	\$ 3,147,305,184	0.7%	21.8227	3.2%	5.3040	2.3%	3.7511	3.0%	30.8778	3.0%
2013	\$ 3,601,529,131	\$ 3,152,787,183	0.2%	21.7122	-0.5%	5.4520	2.8%	3.7511	0.0%	31.0258	0.5%
2014	\$ 3,622,253,734	\$ 3,176,036,786	0.7%	21.7122	0.0%	5.6040	2.8%	3.7511	0.0%	31.0673	0.1%
2015	\$ 3,617,788,589	\$ 3,171,046,101	-0.2%	22.1247	1.9%	5.6040	0.0%	3.7511	0.0%	31.4798	1.3%
2016	\$ 3,639,550,314	\$ 3,193,192,046	0.0%	22.9262	3.6%	5.6040	0.0%	3.9228	4.6%	32.4530	3.1%
2017	\$ 3,678,182,905	\$ 3,229,027,417	0.0%	22.9262	0.0%	5.6040	0.0%	3.9228	0.0%	32.4530	0.0%
2018	\$ 3,679,359,144	\$ 3,227,119,019	0.0%	24.1867	5.5%	5.6040	0.0%	3.9228	0.0%	33.7135	3.9%
2019	\$ 3,713,423,479	\$ 3,245,894,294	0.0%	24.9181	3.0%	5.6040	0.0%	4.1582	6.0%	34.6803	2.9%
2020	\$ 3,689,142,591	\$ 3,221,613,406	0.0%	25.5659	2.6%	5.4610	-2.6%	4.4082	6.0%	35.4351	2.2%

**TOTAL MILLAGE RATE DISTRIBUTION**



**HISTORICAL MILLAGE RATES**



**Footnotes:**

1. The School District Millage Rates run from July 1 - June 30. In the table above, the year in which the school district millage is included, is the year in which the School District adopted that millage rate. For example, the 2020 Millage rate of 25.5659 is for the July 1, 2020 - June 30, 2021 school year.
2. As a result of footnote #1, the Total millage rate adds the millage rates for the Township and County, plus the most recently approved rate from the School District. For example, the 2020 Total millage rate includes the 2020 millage rates for the Township and County, plus the 2020/2021 millage rate from the School District

**Sources:**

- (a) School Millage Rates: School District Records
- (b) County Millage Rates: Phone call confirmation
- (c) Township Millage Rates: Township Records / CAFR

**Radnor Township, PA**  
**2021 Board Approved Budget**

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Consumer Price Index



**Radnor Township, PA**  
Philadelphia Region Consumer Price Index Summary Information

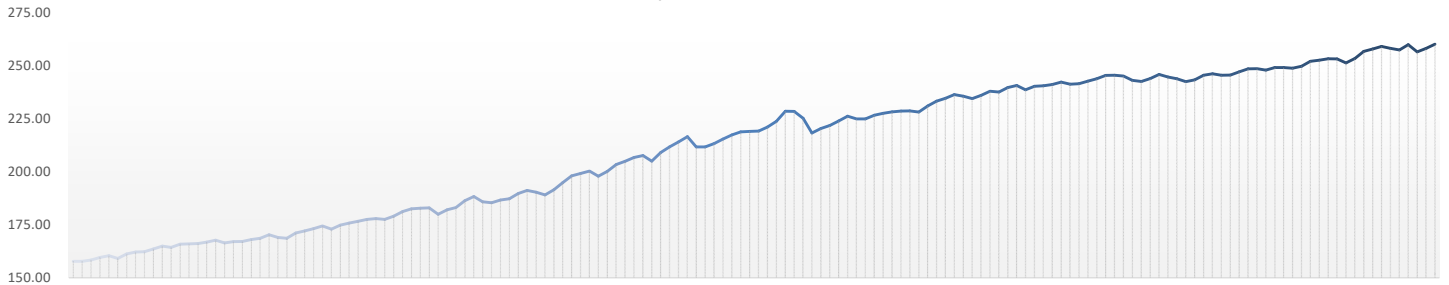


**Consumer Price Index - All Urban Consumers**

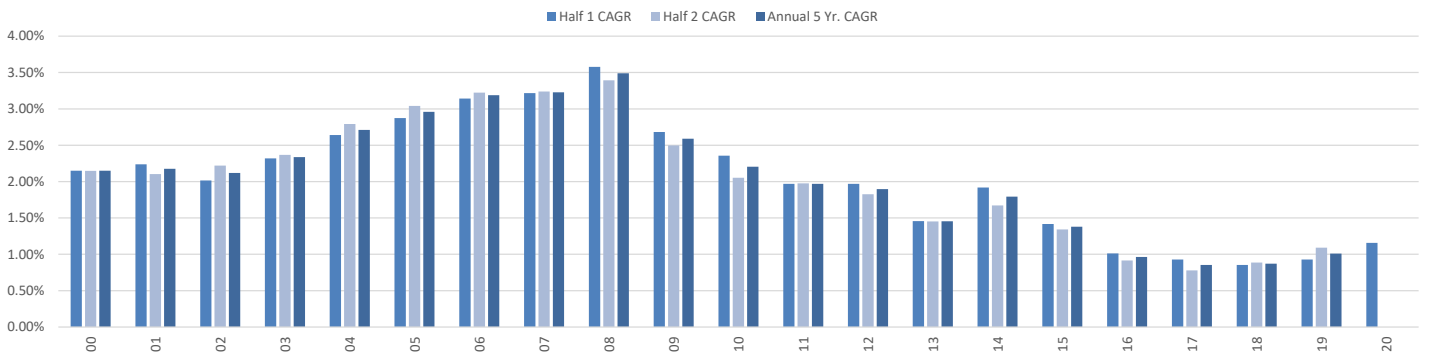
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 Area: Philadelphia-Wilmington-Atlantic City, PA-NJ-DE-MD  
 Item: All items  
 Base Period: 1982-84=100  
 Link: [Department of Labor - Philadelphia Area CPI](#)

Column1	# of Yrs	Feb	Apr	Jun	Aug	Oct	Dec	Annual	%Δ	Annual 5 Yr.						
										CAGR	HALF1	%Δ2	Half 1 CAGR	HALF2	%Δ3	Half 2 CAGR
1995	1.00	157.80	157.80	158.40	159.60	160.40	159.10	158.70	n/a	-	157.70	n/a	-	159.70	n/a	-
1996	2.00	161.20	162.10	162.30	163.60	164.90	164.30	162.80	2.58%	-	161.60	2.47%	-	164.10	2.76%	-
1997	3.00	165.80	166.00	166.10	166.80	167.70	166.40	166.50	2.27%	-	165.90	2.66%	-	167.10	1.83%	-
1998	4.00	167.00	167.10	168.00	168.60	170.30	169.00	168.20	1.02%	-	167.20	0.78%	-	169.20	1.26%	-
1999	5.00	168.60	171.10	172.10	173.10	174.40	172.90	171.90	2.20%	-	170.30	1.85%	-	173.40	2.48%	-
2000	6.00	174.80	175.80	176.60	177.50	177.90	177.50	176.50	2.68%	2.15%	175.40	2.99%	2.15%	177.60	2.42%	2.15%
2001	7.00	179.00	181.20	182.50	182.80	182.90	179.90	181.30	2.72%	2.18%	180.50	2.91%	2.24%	182.10	2.53%	2.10%
2002	8.00	182.00	183.10	186.30	188.30	185.80	185.30	184.90	1.99%	2.12%	183.30	1.55%	2.01%	186.50	2.42%	2.22%
2003	9.00	186.60	187.20	189.70	191.10	190.30	189.00	188.80	2.11%	2.34%	187.50	2.29%	2.32%	190.20	1.98%	2.37%
2004	10.00	191.40	194.80	198.00	199.10	200.20	197.80	196.50	4.08%	2.71%	194.00	3.47%	2.64%	199.00	4.63%	2.79%
2005	11.00	200.10	203.30	204.80	206.60	207.50	204.90	204.20	3.92%	2.96%	202.10	4.18%	2.87%	206.30	3.67%	3.04%
2006	12.00	209.00	211.60	213.90	216.40	211.60	211.60	212.10	3.87%	3.19%	210.70	4.26%	3.14%	213.40	3.44%	3.22%
2007	13.00	213.15	215.27	217.26	218.69	218.93	219.03	216.74	2.19%	3.23%	214.75	1.92%	3.22%	218.73	2.50%	3.24%
2008	14.00	220.94	223.62	228.41	228.34	225.11	218.19	224.13	3.41%	3.49%	223.54	4.09%	3.58%	224.73	2.74%	3.39%
2009	15.00	220.26	221.69	223.81	226.04	224.79	224.80	223.29	-0.38%	2.59%	221.45	-0.93%	2.68%	225.13	0.18%	2.50%
2010	16.00	226.53	227.43	228.07	228.50	228.54	228.02	227.72	1.98%	2.20%	227.07	2.54%	2.36%	228.36	1.44%	2.05%
2011	17.00	230.88	233.14	234.46	236.20	235.44	234.31	233.81	2.68%	1.97%	232.29	2.30%	1.97%	235.33	3.05%	1.98%
2012	18.00	235.86	237.78	237.41	239.56	240.54	238.49	238.10	1.83%	1.90%	236.76	1.92%	1.97%	239.44	1.75%	1.83%
2013	19.00	240.14	240.35	240.99	242.13	241.14	241.37	240.90	1.18%	1.45%	240.28	1.49%	1.46%	241.52	0.87%	1.45%
2014	20.00	242.58	243.69	245.25	245.30	244.95	242.91	244.05	1.31%	1.79%	243.52	1.35%	1.92%	244.58	1.27%	1.67%
2015	21.00	242.42	243.72	245.68	244.52	243.70	242.36	243.86	-0.08%	1.38%	243.61	0.04%	1.42%	244.11	-0.19%	1.34%
2016	22.00	243.13	245.30	245.98	245.37	245.39	246.95	245.29	0.59%	0.96%	244.29	0.28%	1.01%	246.30	0.90%	0.92%
2017	23.00	248.35	248.41	247.71	248.92	248.96	248.62	248.42	1.28%	0.85%	247.95	1.50%	0.93%	248.90	1.06%	0.78%
2018	24.00	249.57	251.85	252.39	253.09	253.04	251.15	251.56	1.26%	0.87%	250.71	1.12%	0.85%	252.41	1.41%	0.89%
2019	25.00	253.22	256.53	257.71	258.88	257.97	257.19	256.62	2.01%	1.01%	255.02	1.72%	0.93%	258.22	2.30%	1.09%
2020	26.00	259.69	256.35	257.98	259.96				(1.00)	-100.00%	258.04	1.19%	1.16%		-100.00%	-100.00%

Annual CPI - All Urban Consumers  
Philadelphia Metro Area



Five Year Compounded Annual Growth Rates



**Radnor Township, PA**  
**2021 Board Approved Budget**

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Full Time Employee Headcount Worksheets

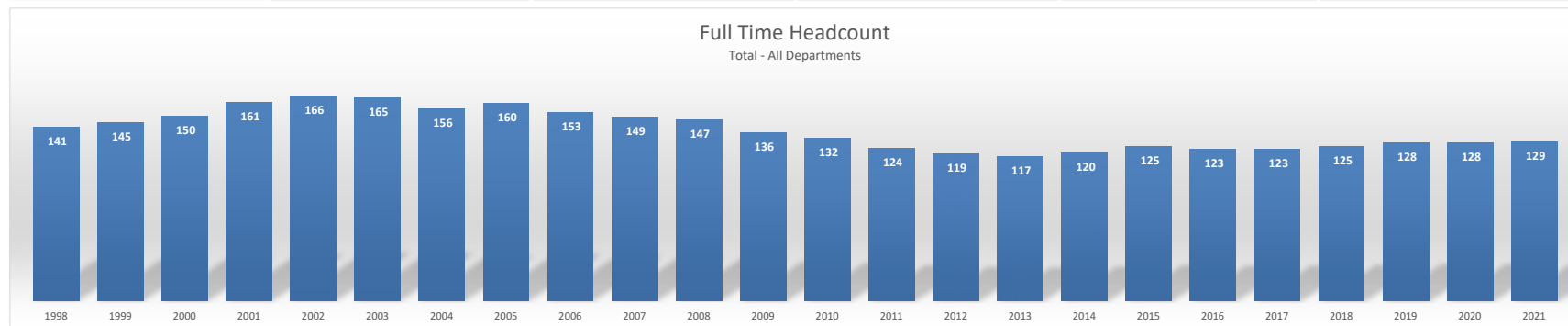
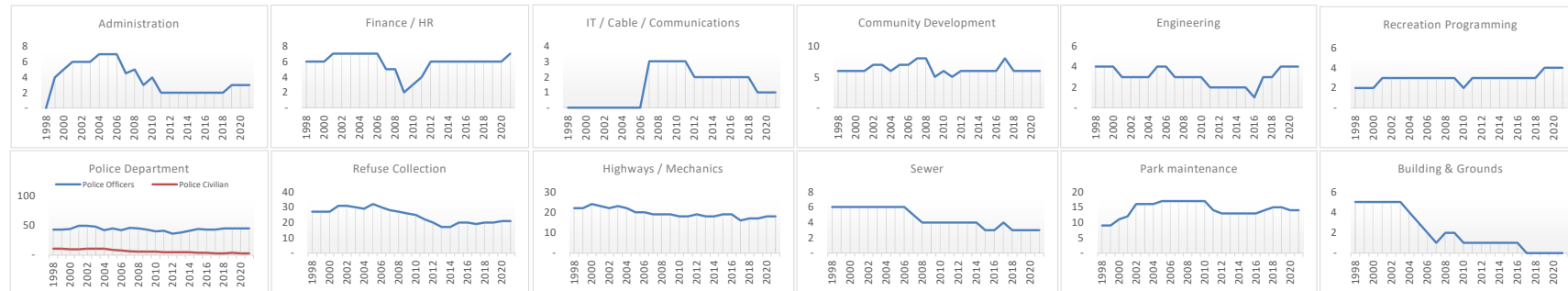
**TOWNSHIP OF RADNOR, PENNSYLVANIA**  
**FULL TIME TOWNSHIP GOVERNMENT EMPLOYEES BY FUNCTION/PROGRAM**  
 From 1998 - 2020

Department:	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Administration		4	5	6	6	6	7	7	7	4.5	5	3	4	2	2	2	2	2	2	2	2	3	3	3
Finance / HR	6	6	6	7	7	7	7	7	7	5	5	2	3	4	6	6	6	6	6	6	6	6	6	7
Community Development	6	6	6	6	7	7	6	7	7	8	8	5	6	5	6	6	6	6	6	8	6	6	6	6
Engineering	4	4	4	3	3	3	3	4	4	3	3	3	3	2	2	2	2	2	1	3	3	4	4	4
IT / Cable / Communications	-	-	-	-	-	-	-	-	-	3	3	3	3	3	2	2	2	2	2	2	2	1	1	1
Police Officers	43	43	44	49	49	48	42	45	42	46	45	43	40	41	36	38	41	44	43	43	45	45	45	45
Police Civilian	11	11	10	10	11	11	11	9	8	6.5	6.0	6	6	5	5	5	5	4	4	3	3	4	3	3
Refuse Collection	27	27	27	31	31	30	29	32	30	28	27	26	25	22	20	17	17	20	20	19	20	20	21	21
Highways / Mechanics	22	22	24	23	22	23	22	20	20	19	19	19	18	18	19	18	18	19	19	16	17	17	18	18
Sewer	6	6	6	6	6	6	6	6	6	5	4	4	4	4	4	4	4	3	3	4	3	3	3	3
Park maintenance	9	9	11	12	16	16	16	17	17	17	17	17	17	14	13	13	13	13	13	14	15	15	14	14
Building & Grounds	5	5	5	5	5	5	4	3	2	1	2	2	1	1	1	1	1	1	1	-	-	-	-	-
Recreation Programming	2	2	2	3	3	3	3	3	3	3	3	3	2	3	3	3	3	3	3	3	3	4	4	4
<b>Total</b>	<b>141</b>	<b>145</b>	<b>150</b>	<b>161</b>	<b>166</b>	<b>165</b>	<b>156</b>	<b>160</b>	<b>153</b>	<b>149</b>	<b>147</b>	<b>136</b>	<b>132</b>	<b>124</b>	<b>119</b>	<b>117</b>	<b>120</b>	<b>125</b>	<b>123</b>	<b>123</b>	<b>125</b>	<b>128</b>	<b>128</b>	<b>129</b>
Total Civilian	98	102	106	112	117	117	114	115	111	103	102	93	92	83	83	79	79	81	80	80	80	83	83	84
Total Uniformed	43	43	44	49	49	48	42	45	42	46	45	43	40	41	36	38	41	44	43	43	45	45	45	45

Source: Township of Radnor Finance Department

**Footnotes:**

- (1) In 2006, all police dispatch duties were transferred to Delaware County.
- (2) The Township offered an early retirement program in 2007
- (3) The Township continued reducing administrative staff in 2008/2009
- (4) The Township eliminated door-side track collection and began reducing staff accordingly in 2010
- (5) The Township ended the School Grounds Maintenance Agreement and reduced 3 positions in Park Maintenance Accordingly in 2011
- (6) The Township elected to restaff the uniformed officers to 41 in 2014, then added three more positions in 2015 bringing the total to 44 (Then, 1 of those positions was vacated with the superintendent change in late 2017)



**Radnor Township, PA**  
**2021 Board Approved Budget**

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2021 Schedule of Wage and Related Benefit Expenditures

**Radnor Township, PA**  
 Schedule of Employee Payroll and Related Liabilities and Benefit Expenses  
 For the Year Budgeted, 2021

	Administration					Treasurer			Assistant Township Manager & Finance Director		
	Board of Commissioners	Zoning Hearing Board	Township Manager	Executive Assistant	Department Total	Public Information Officer	IT Coordinator (Part-Time) / Meeting Cvr.	Department Total			
			100%	100%		100%	100%		80%		
<b>Wages:</b>											
Base Wages   Full Time	14,700	2,100	182,881	79,236	278,917	79,182	-	79,182	26,000	26,000	112,317
Base Wages   Part Time	-	-	-	-	-	-	24,633	24,633	-	-	-
Night Differential	-	-	-	-	-	-	-	-	-	-	-
On Call Bonus	-	-	-	-	-	-	-	-	-	-	-
Acting Sergeant Pay - Day	-	-	-	-	-	-	-	-	-	-	-
Acting Sergeant Pay - Night	-	-	-	-	-	-	-	-	-	-	-
Holiday Pay - Day	-	-	-	-	-	-	-	-	-	-	-
Holiday Pay - Night	-	-	-	-	-	-	-	-	-	-	-
Education Bonus	-	-	-	-	-	-	-	-	-	-	-
Acting Lieutenant Pay	-	-	-	-	-	-	-	-	-	-	-
K9 Off Duty Pay	-	-	-	-	-	-	-	-	-	-	-
Medical Opt-Out Sharing Plan	-	-	-	8,430	8,430	-	-	-	-	-	-
CDL Bonus	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	<b>\$ 14,700</b>	<b>\$ 2,100</b>	<b>\$ 182,881</b>	<b>\$ 87,666</b>	<b>\$ 287,347</b>	<b>\$ 79,182</b>	<b>\$ 24,633</b>	<b>\$ 103,815</b>	<b>\$ 26,000</b>	<b>\$ 26,000</b>	<b>\$ 112,317</b>
Overtime	-	-	-	-	-	-	-	-	-	-	-
Longevity	-	-	-	5,575	5,575	-	-	-	-	-	-
Sick Pay Bonus	-	-	-	35	35	-	-	-	-	-	-
Medical Expense Reimb. Pay	-	-	-	100	100	-	-	-	-	-	-
Court Time	-	-	-	-	-	-	-	-	-	-	-
<b>Total Wages</b>	<b>\$ 14,700</b>	<b>\$ 2,100</b>	<b>\$ 182,881</b>	<b>\$ 93,376</b>	<b>\$ 293,057</b>	<b>\$ 79,182</b>	<b>\$ 24,633</b>	<b>\$ 103,815</b>	<b>\$ 26,000</b>	<b>\$ 26,000</b>	<b>\$ 112,317</b>
<b>Payroll Liabilities</b>											
Social Security and Medicare	1,125	161	11,189	7,372	19,847	6,057	1,884	7,941	1,989	1,989	8,459
Workers' Compensation	115	16	1,425	751	2,307	617	192	809	195	195	875
<b>Total Payroll Liabilities</b>	<b>\$ 1,239</b>	<b>\$ 177</b>	<b>\$ 12,614</b>	<b>\$ 8,123</b>	<b>\$ 22,154</b>	<b>\$ 6,674</b>	<b>\$ 2,076</b>	<b>\$ 8,750</b>	<b>\$ 2,184</b>	<b>\$ 2,184</b>	<b>\$ 9,334</b>
<b>Post-Employment Expenses:</b>											
Pension - Normal Cost	-	-	14,535	7,660	22,195	-	-	-	-	-	8,927
Pension - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-
OPEB - Normal Cost	-	-	-	-	-	-	-	-	-	-	-
OPEB - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-
<b>Total Post-Employment Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,535</b>	<b>\$ 7,660</b>	<b>\$ 22,195</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,927</b>
<b>Insurance:</b>											
Health Benefits (Gross)	-	-	29,806	-	29,806	29,806	-	29,806	-	-	23,845
Health Benefits (Net of RSF Credit)	-	-	27,521	-	27,521	27,521	-	27,521	-	-	22,017
Term Life Premiums	-	-	142	52	194	142	142	284	-	-	114
Whole Life Premiums	-	-	n/a	-	-	n/a	-	-	-	-	-
Long-Term Disability Premiums	-	-	1,372	636	2,008	594	185	779	-	-	842
AD&D Insurance Premiums	-	-	18	18	36	18	13	31	-	-	15
Subtotal	-	-	1,532	706	2,238	754	340	1,094	-	-	971
<b>Total Medical / Life Insurance Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 29,053</b>	<b>\$ 706</b>	<b>\$ 29,759</b>	<b>\$ 28,275</b>	<b>\$ 340</b>	<b>\$ 28,615</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,988</b>
<b>Other Wage &amp; Benefits:</b>											
Police Extra Duty	-	-	-	-	-	-	-	-	-	-	-
Clothing Allowance	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Wage &amp; Benefits</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Position Total</b>	<b>\$ 15,939</b>	<b>\$ 2,277</b>	<b>\$ 239,083</b>	<b>\$ 109,865</b>	<b>\$ 367,164</b>	<b>\$ 114,131</b>	<b>\$ 27,049</b>	<b>\$ 141,180</b>	<b>\$ 28,184</b>	<b>\$ 28,184</b>	<b>\$ 153,566</b>

**Radnor Township, PA**  
 Schedule of Employee Payroll and Related Liabilities and Benefit Expenses  
 For the Year Budgeted, 2021

	Finance   Finance, Human Resources, IT, Switchboard								Department Total	Information Technol	
	Asst. Finance Director	HR & Financial Coordinator	Act 511 Administrator	Administrative Services Coordinator	Revenue Accountant	Part-Time Staff	Act 511 PT	Part-Time Switchboard		IT Coordinator	IT Coordinator (Part-Time) / Police Network
	66%	100%	100%	100%	100%	100%	100%	100%		100%	100%
<b>Wages:</b>											
Base Wages   Full Time	62,779	89,034	112,203	96,125	51,928	-	-	-	524,386	73,265	-
Base Wages   Part Time	-	-	-	-	-	63,578	35,905	44,045	143,528	-	12,729
Night Differential	-	-	-	-	-	-	-	-	-	-	-
On Call Bonus	-	-	-	-	-	-	-	-	-	-	-
Acting Sergeant Pay - Day	-	-	-	-	-	-	-	-	-	-	-
Acting Sergeant Pay - Night	-	-	-	-	-	-	-	-	-	-	-
Holiday Pay - Day	-	-	-	-	-	-	-	-	-	-	-
Holiday Pay - Night	-	-	-	-	-	-	-	-	-	-	-
Education Bonus	-	-	-	-	-	-	-	-	-	-	-
Acting Lieutenant Pay	-	-	-	-	-	-	-	-	-	-	-
K9 Off Duty Pay	-	-	-	-	-	-	-	-	-	-	-
Medical Opt-Out Sharing Plan	-	-	-	-	15,365	-	-	-	15,365	-	-
CDL Bonus	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	\$ 62,779	\$ 89,034	\$ 112,203	\$ 96,125	\$ 67,293	\$ 63,578	\$ 35,905	\$ 44,045	\$ 683,279	\$ 73,265	\$ 12,729
Overtime	-	-	-	-	-	-	-	-	-	-	-
Longevity	4,373	3,825	-	7,675	-	-	-	-	15,873	3,125	-
Sick Pay Bonus	69	315	-	350	-	-	-	-	734	350	-
Medical Expense Reimb. Pay	66	-	-	100	-	-	-	-	166	100	-
Court Time	-	-	-	-	-	-	-	-	-	-	-
<b>Total Wages</b>	\$ 67,287	\$ 93,174	\$ 112,203	\$ 104,250	\$ 67,293	\$ 63,578	\$ 35,905	\$ 44,045	\$ 700,052	\$ 76,840	\$ 12,729
<b>Payroll Liabilities</b>											
Social Security and Medicare	5,147	7,128	8,584	7,975	5,148	4,864	2,747	3,370	53,422	5,878	974
Workers' Compensation	524	726	874	812	524	495	280	343	5,453	599	99
<b>Total Payroll Liabilities</b>	\$ 5,671	\$ 7,854	\$ 9,458	\$ 8,787	\$ 5,672	\$ 5,359	\$ 3,027	\$ 3,713	\$ 58,875	\$ 6,477	\$ 1,073
<b>Post-Employment Expenses:</b>											
Pension - Normal Cost	5,348	7,405	-	8,286	5,348	-	-	-	35,314	6,107	n/a
Pension - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-
OPEB - Normal Cost	-	-	-	-	-	-	-	-	-	-	n/a
OPEB - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-
<b>Total Post-Employment Expenses</b>	\$ 5,348	\$ 7,405	\$ -	\$ 8,286	\$ 5,348	\$ -	\$ -	\$ -	\$ 35,314	\$ 6,107	\$ -
<b>Insurance:</b>											
Health Benefits (Gross)	10,792	10,502	29,806	30,030	-	-	-	-	104,975	10,502	-
Health Benefits (Net of RSF Credit)	9,965	9,697	27,521	27,728	-	-	-	-	96,928	9,697	-
Term Life Premiums	94	142	142	142	142	-	-	-	776	142	-
Whole Life Premiums	-	-	-	-	-	-	-	-	-	-	-
Long-Term Disability Premiums	504	697	842	778	389	477	269	330	5,128	573	95
AD&D Insurance Premiums	12	18	18	18	18	-	-	-	99	18	-
Subtotal	610	857	1,002	938	549	477	269	330	6,003	733	95
<b>Total Medical / Life Insurance Costs</b>	\$ 10,575	\$ 10,554	\$ 28,523	\$ 28,666	\$ 549	\$ 477	\$ 269	\$ 330	\$ 102,931	\$ 10,430	\$ 95
<b>Other Wage &amp; Benefits:</b>											
Police Extra Duty	-	-	-	-	-	-	-	-	-	-	-
Clothing Allowance	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Wage &amp; Benefits</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Position Total</b>	\$ 88,881	\$ 118,987	\$ 150,184	\$ 149,989	\$ 78,862	\$ 69,414	\$ 39,201	\$ 48,088	\$ 897,172	\$ 99,854	\$ 13,897

**Radnor Township, PA**  
 Schedule of Employee Payroll and Related Liabilities and Benefit Expenses  
 For the Year Budgeted, 2021

	DGY	Engineering					Community Development					
		Department Total	Engineers	Engineering Inspector	Program Manager	Clerk	Department Total	Comm. Dev. Director	Health Officers	Code Officials	Admin. Assistants	Part-Time Code Official
			100%	100%	100%	100%		100%	100%	100%	100%	100%
<b>Wages:</b>												
Base Wages   Full Time	73,265	249,952	94,413	73,903	53,494	471,762	114,113	124,751	79,182	131,722	-	
Base Wages   Part Time	12,729	-	-	-	-	-	-	-	-	-	-	
Night Differential	-	-	-	-	-	-	-	-	-	-	-	
On Call Bonus	-	-	-	-	-	-	-	-	-	-	-	
Acting Sergeant Pay - Day	-	-	-	-	-	-	-	-	-	-	-	
Acting Sergeant Pay - Night	-	-	-	-	-	-	-	-	-	-	-	
Holiday Pay - Day	-	-	-	-	-	-	-	-	-	-	-	
Holiday Pay - Night	-	-	-	-	-	-	-	-	-	-	-	
Education Bonus	-	-	-	-	-	-	-	-	-	-	-	
Acting Lieutenant Pay	-	-	-	-	-	-	-	-	-	-	-	
K9 Off Duty Pay	-	-	-	-	-	-	-	-	-	-	-	
Medical Opt-Out Sharing Plan	-	-	-	5,518	-	5,518	12,045	15,365	15,365	-	-	
CDL Bonus	-	-	-	-	-	-	-	-	-	-	-	
<b>Subtotal</b>	<b>\$ 85,994</b>	<b>\$ 249,952</b>	<b>\$ 94,413</b>	<b>\$ 79,421</b>	<b>\$ 53,494</b>	<b>\$ 477,280</b>	<b>\$ 126,158</b>	<b>\$ 140,116</b>	<b>\$ 94,547</b>	<b>\$ 131,722</b>	<b>\$ -</b>	
Overtime	-	-	4,500	-	4,000	8,500	-	-	18,000	3,000	-	
Longevity	3,125	-	8,000	-	-	8,000	-	-	-	8,000	-	
Sick Pay Bonus	350	-	-	-	-	-	-	-	-	35	-	
Medical Expense Reimb. Pay	100	-	100	-	-	100	-	-	-	200	-	
Court Time	-	-	-	-	-	-	-	-	-	-	-	
<b>Total Wages</b>	<b>\$ 89,569</b>	<b>\$ 249,952</b>	<b>\$ 107,013</b>	<b>\$ 79,421</b>	<b>\$ 57,494</b>	<b>\$ 493,880</b>	<b>\$ 126,158</b>	<b>\$ 140,116</b>	<b>\$ 112,547</b>	<b>\$ 142,957</b>	<b>\$ -</b>	
<b>Payroll Liabilities</b>												
Social Security and Medicare	6,852	18,729	8,187	6,076	4,399	37,391	9,651	10,719	8,151	10,936	-	
Workers' Compensation	698	12,918	6,175	4,016	448	23,557	8,105	9,002	6,845	1,114	-	
<b>Total Payroll Liabilities</b>	<b>\$ 7,550</b>	<b>\$ 31,647</b>	<b>\$ 14,362</b>	<b>\$ 10,092</b>	<b>\$ 4,847</b>	<b>\$ 60,948</b>	<b>\$ 17,756</b>	<b>\$ 19,721</b>	<b>\$ 14,996</b>	<b>\$ 12,050</b>	<b>\$ -</b>	
<b>Post-Employment Expenses:</b>												
Pension - Normal Cost	6,107	11,989	8,505	-	n/a	20,494	10,027	-	-	6,579	-	
Pension - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-	
OPEB - Normal Cost	-	-	-	-	n/a	-	-	-	-	-	-	
OPEB - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-	
<b>Total Post-Employment Expenses</b>	<b>\$ 6,107</b>	<b>\$ 11,989</b>	<b>\$ 8,505</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,494</b>	<b>\$ 10,027</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,579</b>	<b>\$ -</b>	
<b>Insurance:</b>												
Health Benefits (Gross)	10,502	16,055	30,170	-	10,384	56,609	-	10,384	-	10,384	-	
Health Benefits (Net of RSF Credit)	9,697	29,648	27,857	-	9,588	67,093	-	9,609	-	9,588	-	
Term Life Premiums	142	284	52	142	52	530	142	284	142	103	-	
Whole Life Premiums	-	-	-	-	1,008	1,008	-	-	-	531	-	
Long-Term Disability Premiums	668	2,262	768	554	401	3,985	856	36	594	1,048	-	
AD&D Insurance Premiums	18	36	18	18	18	90	18	936	18	36	-	
Subtotal	828	2,582	838	714	1,479	5,613	1,016	1,256	754	1,718	-	
<b>Total Medical / Life Insurance Costs</b>	<b>\$ 10,525</b>	<b>\$ 32,230</b>	<b>\$ 28,695</b>	<b>\$ 714</b>	<b>\$ 9,588</b>	<b>\$ 72,706</b>	<b>\$ 1,016</b>	<b>\$ 10,865</b>	<b>\$ 754</b>	<b>\$ 11,306</b>	<b>\$ -</b>	
<b>Other Wage &amp; Benefits:</b>												
Police Extra Duty	-	-	-	-	-	-	-	-	-	-	-	
Clothing Allowance	-	-	-	-	-	-	-	-	-	-	-	
<b>Total Other Wage &amp; Benefits</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Position Total</b>	<b>\$ 113,751</b>	<b>\$ 325,818</b>	<b>\$ 158,575</b>	<b>\$ 90,227</b>	<b>\$ 71,929</b>	<b>\$ 648,028</b>	<b>\$ 154,957</b>	<b>\$ 170,702</b>	<b>\$ 128,297</b>	<b>\$ 172,892</b>	<b>\$ -</b>	

**Radnor Township, PA**  
 Schedule of Employee Payroll and Related Liabilities and Benefit Expenses  
 For the Year Budgeted, 2021

	Part-Time Property Maint		Department Total	Police Department									
	Official	Part-Time Admin.		Superintendent	Lieutenant	Sergeants	Corporals	Detectives	Staff-Traffic	Patrol	Admin Assistants		
	100%	100%		100%	100%	100%	100%	100%	100%	100%	100%		
<b>Wages:</b>													
Base Wages   Full Time	-	-	449,768	171,593	279,339	478,189	109,585	430,371	322,778	2,688,604	132,781		
Base Wages   Part Time	22,441	-	22,441	-	-	-	-	-	-	-	-		
Night Differential	-	-	-	3,889	7,778	13,356	3,889	15,556	11,667	116,667	-		
On Call Bonus	-	-	-	556	1,111	2,222	556	2,222	1,667	16,666	-		
Acting Sergeant Pay - Day	-	-	-	-	-	-	705	2,819	2,114	21,060	-		
Acting Sergeant Pay - Night	-	-	-	-	-	-	51	205	154	1,534	-		
Holiday Pay - Day	-	-	-	1,111	2,222	4,444	1,111	4,444	3,333	33,385	-		
Holiday Pay - Night	-	-	-	67	133	267	67	267	200	2,003	-		
Education Bonus	-	-	-	-	2,750	3,000	1,500	5,500	4,500	33,000	-		
Acting Lieutenant Pay	-	-	-	-	1,300	6,000	-	-	-	-	-		
K9 Off Duty Pay	-	-	-	-	-	-	-	-	-	5,200	-		
Medical Opt-Out Sharing Plan	-	-	42,775	20,307	-	40,614	-	20,307	8,190	57,375	12,045		
CDL Bonus	-	-	-	-	-	-	-	-	-	-	-		
<b>Subtotal</b>	\$ 22,441	\$ -	\$ 514,984	\$ 197,523	\$ 294,633	\$ 548,092	\$ 117,464	\$ 481,691	\$ 354,603	\$ 2,975,494	\$ 144,826		
Overtime	-	-	21,000	5,500	10,998	21,444	5,040	19,121	12,825	123,976	5,600		
Longevity	-	-	8,000	-	50,262	62,173	18,507	60,133	42,082	123,109	11,475		
Sick Pay Bonus	-	-	35	-	-	-	-	-	-	-	105		
Medical Expense Reimb. Pay	-	-	200	100	200	400	100	400	300	3,000	200		
Court Time	-	-	-	444	889	1,778	444	1,778	1,333	13,334	-		
<b>Total Wages</b>	\$ 22,441	\$ -	\$ 544,219	\$ 203,567	\$ 356,982	\$ 633,887	\$ 141,555	\$ 563,123	\$ 411,143	\$ 3,238,913	\$ 162,206		
<b>Payroll Liabilities</b>													
Social Security and Medicare	1,716	-	41,173	11,489	24,720	48,929	10,918	43,589	31,716	249,168	12,436		
Workers' Compensation	1,442	-	26,508	9,871	17,457	31,013	6,920	27,629	20,103	157,937	1,266		
<b>Total Payroll Liabilities</b>	\$ 3,158	\$ -	\$ 67,681	\$ 21,360	\$ 42,177	\$ 79,942	\$ 17,838	\$ 71,218	\$ 51,819	\$ 407,105	\$ 13,702		
<b>Post-Employment Expenses:</b>													
Pension - Normal Cost	-	-	16,606	32,668	57,776	102,642	22,904	91,441	66,534	479,538	12,920		
Pension - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-		
OPEB - Normal Cost	-	-	-	-	-	-	-	-	-	550,000	-		
OPEB - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-		
<b>Total Post-Employment Expenses</b>	\$ -	\$ -	\$ 16,606	\$ 32,668	\$ 57,776	\$ 102,642	\$ 22,904	\$ 91,441	\$ 66,534	\$ 1,029,538	\$ 12,920		
<b>Insurance:</b>													
Health Benefits (Gross)	-	-	20,768	-	60,579	60,579	39,395	118,184	99,974	638,033	10,502		
Health Benefits (Net of RSF Credit)	-	-	19,197	36,298	48,917	55,816	36,298	108,892	92,114	540,260	9,676		
Term Life Premiums	-	-	671	129	258	516	129	516	387	3,740	103		
Whole Life Premiums	-	-	531	283	515	1,505	292	1,146	982	2,236	1,195		
Long-Term Disability Premiums	168	-	2,702	1,287	2,443	3,957	939	3,592	2,672	20,229	1,068		
AD&D Insurance Premiums	-	-	1,008	42	83	166	42	166	125	1,206	36		
Subtotal	168	-	4,912	1,741	3,299	6,144	1,402	5,420	4,166	27,411	2,402		
<b>Total Medical / Life Insurance Costs</b>	\$ 168	\$ -	\$ 24,109	\$ 38,039	\$ 52,216	\$ 61,960	\$ 37,700	\$ 114,312	\$ 96,280	\$ 567,671	\$ 12,078		
<b>Other Wage &amp; Benefits:</b>													
Police Extra Duty	-	-	-	-	-	-	-	-	-	200,000	-		
Clothing Allowance	-	-	-	-	-	2,100	-	-	-	-	-		
<b>Total Other Wage &amp; Benefits</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,100	\$ -	\$ -	\$ -	\$ 200,000	\$ -		
<b>Position Total</b>	\$ 25,767	\$ -	\$ 652,615	\$ 295,634	\$ 509,152	\$ 880,530	\$ 219,997	\$ 840,094	\$ 625,776	\$ 5,443,227	\$ 200,906		



**Radnor Township, PA**  
 Schedule of Employee Payroll and Related Liabilities and Benefit Expenses  
 For the Year Budgeted, 2021

					Building & Grounds						
	Supervisor of			Department Total	Public Works	Superintendent -	Supervisor: Solid	Supervisor: Parks &	Department Total	Public Works	Administrative
	Parking & Aux. Svc.	Parking Meter Enforcement	Crossing Guards		Director	Operations	Waste & Highway	Sewers		Director	Assistant
Wages:	100%	100%	100%		10%	45%	0%	0%		5%	50%
Base Wages   Full Time	89,876	-	-	4,703,116	5,749	48,672	-	-	54,421	7,458	36,837
Base Wages   Part Time	-	70,000	120,000	190,000	-	-	-	-	-	-	-
Night Differential	-	-	-	172,802	-	-	-	-	-	-	-
On Call Bonus	-	-	-	25,000	-	-	-	-	-	-	-
Acting Sergeant Pay - Day	-	-	-	26,698	-	-	-	-	-	-	-
Acting Sergeant Pay - Night	-	-	-	1,944	-	-	-	-	-	-	-
Holiday Pay - Day	-	-	-	50,050	-	-	-	-	-	-	-
Holiday Pay - Night	-	-	-	3,004	-	-	-	-	-	-	-
Education Bonus	-	-	-	50,250	-	-	-	-	-	-	-
Acting Lieutenant Pay	-	-	-	7,300	-	-	-	-	-	-	-
K9 Off Duty Pay	-	-	-	5,200	-	-	-	-	-	-	-
Medical Opt-Out Sharing Plan	-	-	-	158,838	-	-	-	-	-	-	7,740
CDL Bonus	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	<b>\$ 89,876</b>	<b>\$ 70,000</b>	<b>\$ 120,000</b>	<b>\$ 5,394,202</b>	<b>\$ 5,749</b>	<b>\$ 48,672</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 54,421</b>	<b>\$ 7,458</b>	<b>\$ 44,577</b>
Overtime	-	-	-	204,504	-	-	-	-	-	-	500
Longevity	11,150	-	-	378,891	400	-	-	-	400	400	4,000
Sick Pay Bonus	-	-	-	105	-	-	-	-	-	-	88
Medical Expense Reimb. Pay	100	-	-	4,800	-	-	-	-	-	-	50
Court Time	-	-	-	20,000	-	-	-	-	-	-	-
<b>Total Wages</b>	<b>\$ 101,126</b>	<b>\$ 70,000</b>	<b>\$ 120,000</b>	<b>\$ 6,002,502</b>	<b>\$ 6,149</b>	<b>\$ 48,672</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 54,821</b>	<b>\$ 7,858</b>	<b>\$ 49,215</b>
<b>Payroll Liabilities</b>											
Social Security and Medicare	7,329	5,355	9,180	454,828	470	3,723	-	-	4,193	601	3,765
Workers' Compensation	4,844	2,045	3,506	282,592	311	2,461	-	-	2,772	429	384
<b>Total Payroll Liabilities</b>	<b>\$ 12,173</b>	<b>\$ 7,400</b>	<b>\$ 12,686</b>	<b>\$ 737,420</b>	<b>\$ 781</b>	<b>\$ 6,184</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,965</b>	<b>\$ 1,030</b>	<b>\$ 4,148</b>
<b>Post-Employment Expenses:</b>											
Pension - Normal Cost	7,614	-	-	874,038	567	-	-	-	567	400	3,912
Pension - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-
OPEB - Normal Cost	-	-	-	550,000	-	-	-	-	-	-	-
OPEB - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-
<b>Total Post-Employment Expenses</b>	<b>\$ 7,614</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,424,038</b>	<b>\$ 567</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 567</b>	<b>\$ 400</b>	<b>\$ 3,912</b>
<b>Insurance:</b>											
Health Benefits (Gross)	16,352	-	-	1,043,597	3,003	7,225	-	-	10,228	1,501	-
Health Benefits (Net of RSF Credit)	42,735	-	-	971,006	2,773	-	-	-	2,773	1,386	-
Term Life Premiums	142	-	-	5,920	-	64	-	-	64	7	26
Whole Life Premiums	595	-	-	8,749	-	-	-	-	-	-	292
Long-Term Disability Premiums	718	-	-	36,905	46	365	-	-	411	45	299
AD&D Insurance Premiums	21	-	-	1,887	-	9	-	-	9	1	9
Subtotal	1,476	-	-	53,461	46	438	-	-	484	53	626
<b>Total Medical / Life Insurance Costs</b>	<b>\$ 44,211</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,024,467</b>	<b>\$ 2,819</b>	<b>\$ 438</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,257</b>	<b>\$ 1,439</b>	<b>\$ 626</b>
<b>Other Wage &amp; Benefits:</b>											
Police Extra Duty	-	-	-	200,000	-	-	-	-	-	-	-
Clothing Allowance	-	-	-	2,100	-	-	-	-	-	-	-
<b>Total Other Wage &amp; Benefits</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 202,100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Position Total</b>	<b>\$ 165,124</b>	<b>\$ 77,400</b>	<b>\$ 132,686</b>	<b>\$ 9,390,527</b>	<b>\$ 10,316</b>	<b>\$ 55,294</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,610</b>	<b>\$ 10,727</b>	<b>\$ 57,901</b>

**Radnor Township, PA**  
 Schedule of Employee Payroll and Related Liabilities and Benefit Expenses  
 For the Year Budgeted, 2021

	Public Works : Solid Waste					Public Works : General Services / Highway					
	Superintendent - Operations	Supervisor: Solid Waste & Highway	Public Works Laborers	Part-Time / Seasonal	Department Total	Public Works Director	Administrative Assistant	Superintendent - Operations	Supervisor: Solid Waste & Highway	Public Works Laborers	Department Total
	10%	30%	100%			60%	20%	25%	70%	100%	
<b>Wages:</b>											
Base Wages   Full Time	-	27,499	1,408,769	-	1,480,563	89,495	14,735	-	64,166	803,862	972,258
Base Wages   Part Time	-	-	-	63,180	63,180	-	-	-	-	-	-
Night Differential	-	-	-	-	-	-	-	-	-	-	-
On Call Bonus	-	-	-	-	-	-	-	-	-	-	-
Acting Sergeant Pay - Day	-	-	-	-	-	-	-	-	-	-	-
Acting Sergeant Pay - Night	-	-	-	-	-	-	-	-	-	-	-
Holiday Pay - Day	-	-	-	-	-	-	-	-	-	-	-
Holiday Pay - Night	-	-	-	-	-	-	-	-	-	-	-
Education Bonus	-	-	-	-	-	-	-	-	-	-	-
Acting Lieutenant Pay	-	-	-	-	-	-	-	-	-	-	-
K9 Off Duty Pay	-	-	-	-	-	-	-	-	-	-	-
Medical Opt-Out Sharing Plan	-	-	41,551	-	49,291	-	3,096	-	-	2,398	5,494
CDL Bonus	-	300	16,000	-	16,300	-	-	-	700	9,000	9,700
<b>Subtotal</b>	\$ -	\$ 27,799	\$ 1,466,320	\$ 63,180	\$ 1,609,334	\$ 89,495	\$ 17,831	\$ -	\$ 64,866	\$ 815,260	\$ 987,452
Overtime	-	-	19,090	-	19,590	-	200	-	-	35,000	35,200
Longevity	-	2,400	83,250	-	90,050	4,800	1,600	-	5,600	71,025	83,025
Sick Pay Bonus	-	-	1,575	-	1,663	-	35	-	-	1,065	1,100
Medical Expense Reimb. Pay	-	30	2,100	-	2,180	-	20	-	70	1,000	1,090
Court Time	-	-	-	-	-	-	-	-	-	-	-
<b>Total Wages</b>	\$ -	\$ 30,229	\$ 1,572,335	\$ 63,180	\$ 1,722,817	\$ 94,295	\$ 19,686	\$ -	\$ 70,536	\$ 923,350	\$ 1,107,867
<b>Payroll Liabilities</b>											
Social Security and Medicare	-	2,313	120,284	4,833	131,796	7,214	1,506	-	5,396	70,636	84,752
Workers' Compensation	-	1,529	79,876	3,345	85,562	5,147	153	-	3,567	51,950	60,817
<b>Total Payroll Liabilities</b>	\$ -	\$ 3,841	\$ 200,160	\$ 8,178	\$ 217,357	\$ 12,360	\$ 1,659	\$ -	\$ 8,962	\$ 122,586	\$ 145,569
<b>Post-Employment Expenses:</b>											
Pension - Normal Cost	-	2,403	94,852	-	101,566	4,805	1,565	-	5,606	76,661	88,637
Pension - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-
OPEB - Normal Cost	-	-	-	-	-	-	-	-	-	-	-
OPEB - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-
<b>Total Post-Employment Expenses</b>	\$ -	\$ 2,403	\$ 94,852	\$ -	\$ 101,566	\$ 4,805	\$ 1,565	\$ -	\$ 5,606	\$ 76,661	\$ 88,637
<b>Insurance:</b>											
Health Benefits (Gross)	-	4,906	395,387	-	401,794	27,651	-	-	11,446	229,862	268,959
Health Benefits (Net of RSF Credit)	-	4,530	365,072	-	370,988	25,531	-	-	10,569	212,238	248,338
Term Life Premiums	-	43	1,083	-	1,159	85	10	-	99	516	710
Whole Life Premiums	-	-	14,992	-	15,284	-	117	-	-	6,125	6,242
Long-Term Disability Premiums	-	219	11,047	-	11,610	540	120	-	510	5,878	7,048
AD&D Insurance Premiums	-	6	437	-	453	12	4	-	15	208	239
<b>Subtotal</b>	-	268	27,559	-	28,506	637	251	-	624	12,727	14,239
<b>Total Medical / Life Insurance Costs</b>	\$ -	\$ 4,798	\$ 392,631	\$ -	\$ 399,494	\$ 26,168	\$ 251	\$ -	\$ 11,193	\$ 224,965	\$ 262,577
<b>Other Wage &amp; Benefits:</b>											
Police Extra Duty	-	-	-	-	-	-	-	-	-	-	-
Clothing Allowance	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Wage &amp; Benefits</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Position Total</b>	\$ -	\$ 41,271	\$ 2,259,977	\$ 71,358	\$ 2,441,235	\$ 137,629	\$ 23,161	\$ -	\$ 96,297	\$ 1,347,563	\$ 1,604,650

**Radnor Township, PA**  
 Schedule of Employee Payroll and Related Liabilities and Benefit Expenses  
 For the Year Budgeted, 2021

	Mechanics			Recreation and Community Programming: Administration					Recreational Programming		Public Works Director
	Supervisor:	Public Works	Department Total	Director	Program Supervisor	Program Coordinator	Recreation Assistant	Department Total	Day Camp Program Employees	Department Total	
	Fleet	Mechanics									
<b>Wages:</b>	0%	100%		100%	100%	100%	100%				15%
Base Wages   Full Time	-	229,858	229,858	114,113	69,289	54,778	42,132	280,312	-	-	24,848
Base Wages   Part Time	-	-	-	-	-	-	-	-	120,000	120,000	-
Night Differential	-	-	-	-	-	-	-	-	-	-	-
On Call Bonus	-	-	-	-	-	-	-	-	-	-	-
Acting Sergeant Pay - Day	-	-	-	-	-	-	-	-	-	-	-
Acting Sergeant Pay - Night	-	-	-	-	-	-	-	-	-	-	-
Holiday Pay - Day	-	-	-	-	-	-	-	-	-	-	-
Holiday Pay - Night	-	-	-	-	-	-	-	-	-	-	-
Education Bonus	-	-	-	-	-	-	-	-	-	-	-
Acting Lieutenant Pay	-	-	-	-	-	-	-	-	-	-	-
K9 Off Duty Pay	-	-	-	-	-	-	-	-	-	-	-
Medical Opt-Out Sharing Plan	-	15,365	15,365	-	-	-	15,365	15,365	-	-	-
CDL Bonus	-	3,000	3,000	-	-	-	-	-	-	-	-
<b>Subtotal</b>	\$ -	\$ 248,223	\$ 248,223	\$ 114,113	\$ 69,289	\$ 54,778	\$ 57,497	\$ 295,677	\$ 120,000	\$ 120,000	\$ 24,848
Overtime	-	1,200	1,200	-	-	-	-	-	-	-	-
Longevity	-	9,750	9,750	-	-	-	-	-	-	-	1,200
Sick Pay Bonus	-	105	105	-	-	-	-	-	-	-	-
Medical Expense Reimb. Pay	-	300	300	-	-	-	-	-	-	-	-
Court Time	-	-	-	-	-	-	-	-	-	-	-
<b>Total Wages</b>	\$ -	\$ 259,578	\$ 259,578	\$ 114,113	\$ 69,289	\$ 54,778	\$ 57,497	\$ 295,677	\$ 120,000	\$ 120,000	\$ 26,048
<b>Payroll Liabilities</b>											
Social Security and Medicare	-	19,858	19,858	8,730	5,301	4,191	4,399	22,619	9,180	9,180	1,993
Workers' Compensation	-	13,100	13,100	5,770	3,504	2,770	2,907	14,951	6,353	6,353	1,287
<b>Total Payroll Liabilities</b>	\$ -	\$ 32,958	\$ 32,958	\$ 14,500	\$ 8,805	\$ 6,961	\$ 7,306	\$ 37,570	\$ 15,533	\$ 15,533	\$ 3,279
<b>Post-Employment Expenses:</b>											
Pension - Normal Cost	-	15,105	15,105	9,070	-	-	-	9,070	-	-	1,384
Pension - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-
OPEB - Normal Cost	-	-	-	-	-	-	-	-	-	-	-
OPEB - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-
<b>Total Post-Employment Expenses</b>	\$ -	\$ 15,105	\$ 15,105	\$ 9,070	\$ -	\$ -	\$ -	\$ 9,070	\$ -	\$ -	\$ 1,384
<b>Insurance:</b>											
Health Benefits (Gross)	-	59,836	59,836	22,040	29,806	29,806	-	81,653	-	-	6,913
Health Benefits (Net of RSF Credit)	-	55,248	55,248	20,350	27,521	27,521	-	75,392	-	-	6,383
Term Life Premiums	-	155	155	142	142	142	142	568	-	-	21
Whole Life Premiums	-	1,113	1,113	-	-	-	-	-	-	-	-
Long-Term Disability Premiums	-	1,732	1,732	833	506	354	316	2,009	-	-	135
AD&D Insurance Premiums	-	62	62	18	18	18	18	72	-	-	3
Subtotal	-	3,062	3,062	993	666	514	476	2,649	-	-	159
<b>Total Medical / Life Insurance Costs</b>	\$ -	\$ 58,310	\$ 58,310	\$ 21,343	\$ 28,187	\$ 28,035	\$ 476	\$ 78,041	\$ -	\$ -	\$ 6,542
<b>Other Wage &amp; Benefits:</b>											
Police Extra Duty	-	-	-	-	-	-	-	-	-	-	-
Clothing Allowance	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Wage &amp; Benefits</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Position Total</b>	\$ -	\$ 365,951	\$ 365,951	\$ 159,026	\$ 106,281	\$ 89,773	\$ 65,279	\$ 420,358	\$ 135,533	\$ 135,533	\$ 37,253

**Radnor Township, PA**  
 Schedule of Employee Payroll and Related Liabilities and Benefit Expenses  
 For the Year Budgeted, 2021

	Public Works : Park Maintenance					Department Total	Sanitary Sewer Fund				
	Administrative Assistant	Superintendent - Operations	Supervisor: Parks & Sewers	Public Works Laborers	Part-Time / Seasonal		Finance Director	Asst. Finance Director	Public Works Director	Superintendent - Operations	Public Works Admin. Asst.
	10%	10%	60%	100%		20%	34%	10%	10%	20%	
<b>Wages:</b>											
Base Wages   Full Time	7,367	-	-	904,449	-	936,665	28,079	32,341	16,565	-	14,735
Base Wages   Part Time	-	-	-	-	-	-	-	-	-	-	-
Night Differential	-	-	-	-	-	-	-	-	-	-	
On Call Bonus	-	-	-	-	-	-	-	-	-	-	
Acting Sergeant Pay - Day	-	-	-	-	-	-	-	-	-	-	
Acting Sergeant Pay - Night	-	-	-	-	-	-	-	-	-	-	
Holiday Pay - Day	-	-	-	-	-	-	-	-	-	-	
Holiday Pay - Night	-	-	-	-	-	-	-	-	-	-	
Education Bonus	-	-	-	-	-	-	-	-	-	-	
Acting Lieutenant Pay	-	-	-	-	-	-	-	-	-	-	
K9 Off Duty Pay	-	-	-	-	-	-	-	-	-	-	
Medical Opt-Out Sharing Plan	-	-	-	15,480	-	15,480	-	-	-	-	
CDL Bonus	-	-	-	11,000	-	11,000	-	-	-	-	
<b>Subtotal</b>	\$ 7,367	\$ -	\$ -	\$ 930,929	\$ -	\$ 963,145	\$ 28,079	\$ 32,341	\$ 16,565	\$ -	\$ 14,735
Overtime	100	-	-	6,461	-	6,561	-	-	-	-	200
Longevity	800	-	-	54,325	-	56,325	-	2,134	800	-	1,600
Sick Pay Bonus	18	-	-	1,120	-	1,138	-	36	-	-	35
Medical Expense Reimb. Pay	10	-	-	1,400	-	1,410	-	34	-	-	20
Court Time	-	-	-	-	-	-	-	-	-	-	-
<b>Total Wages</b>	\$ 8,295	\$ -	\$ -	\$ 994,235	\$ -	\$ 1,028,579	\$ 28,079	\$ 34,545	\$ 17,365	\$ -	\$ 16,590
<b>Payroll Liabilities</b>											
Social Security and Medicare	635	-	-	76,059	-	78,686	1,835	2,323	857	-	1,476
Workers' Compensation	76	-	-	50,165	-	51,528	243	227	6,348	-	144
<b>Total Payroll Liabilities</b>	\$ 711	\$ -	\$ -	\$ 126,224	\$ -	\$ 130,214	\$ 2,078	\$ 2,550	\$ 7,205	\$ -	\$ 1,620
<b>Post-Employment Expenses:</b>											
Pension - Normal Cost	742	-	-	70,437	-	72,563	2,495	2,337	923	-	1,485
Pension - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-
OPEB - Normal Cost	-	-	-	-	-	-	-	-	-	-	-
OPEB - Amortization of UAAL	-	-	-	-	-	-	-	-	-	-	-
<b>Total Post-Employment Expenses</b>	\$ 742	\$ -	\$ -	\$ 70,437	\$ -	\$ 72,563	\$ 2,495	\$ 2,337	\$ 923	\$ -	\$ 1,485
<b>Insurance:</b>											
Health Benefits (Gross)	-	-	-	279,008	-	285,921	5,961	5,560	3,003	-	-
Health Benefits (Net of RSF Credit)	-	-	-	257,616	-	263,999	5,504	5,134	2,773	-	-
Term Life Premiums	5	-	85	722	-	833	28	48	14	-	10
Whole Life Premiums	58	-	-	8,263	-	8,321	-	-	-	-	117
Long-Term Disability Premiums	60	-	401	7,262	-	7,858	243	227	90	-	120
AD&D Insurance Premiums	2	-	12	291	-	308	4	6	2	-	4
<b>Subtotal</b>	125	-	498	16,538	-	17,320	275	281	106	-	251
<b>Total Medical / Life Insurance Costs</b>	\$ 125	\$ -	\$ 498	\$ 274,154	\$ -	\$ 281,319	\$ 5,779	\$ 5,415	\$ 2,879	\$ -	\$ 251
<b>Other Wage &amp; Benefits:</b>											
Police Extra Duty	-	-	-	-	-	-	-	-	-	-	-
Clothing Allowance	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Wage &amp; Benefits</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Position Total</b>	\$ 9,873	\$ -	\$ 498	\$ 1,465,050	\$ -	\$ 1,512,674	\$ 38,431	\$ 44,847	\$ 28,372	\$ -	\$ 19,946

**Radnor Township, PA**  
 Schedule of Employee Payroll and Related Liabilities and Benefit Expenses  
 For the Year Budgeted, 2021

	Supervisor: Parks & Sewers		Public Works Laborers	Department Total	Retirees	GRAND TOTALS		
	40%	100%			Department Total	General Fund Totals	Sanitary Sewer Totals	Department Total
<b>Wages:</b>								
Base Wages   Full Time	-	222,471		314,192	-	10,560,474	314,192	10,874,665
Base Wages   Part Time	-	-		-	-	576,511	-	576,511
Night Differential	-	-		-	-	172,802	-	172,802
On Call Bonus	-	-		-	-	25,000	-	25,000
Acting Sergeant Pay - Day	-	-		-	-	26,698	-	26,698
Acting Sergeant Pay - Night	-	-		-	-	1,944	-	1,944
Holiday Pay - Day	-	-		-	-	50,050	-	50,050
Holiday Pay - Night	-	-		-	-	3,004	-	3,004
Education Bonus	-	-		-	-	50,250	-	50,250
Acting Lieutenant Pay	-	-		-	-	7,300	-	7,300
K9 Off Duty Pay	-	-		-	-	5,200	-	5,200
Medical Opt-Out Sharing Plan	-	-		-	-	331,921	-	331,921
CDL Bonus	-	3,000		3,000	-	40,000	3,000	43,000
<b>Subtotal</b>	\$ -	\$ 225,471		\$ 317,192	\$ -	\$ 11,851,153	\$ 317,192	\$ 12,168,345
Overtime	-	9,900		10,100	-	296,555	10,100	306,655
Longevity	-	20,900		25,434	-	659,014	25,434	684,448
Sick Pay Bonus	-	455		526	-	5,265	526	5,791
Medical Expense Reimb. Pay	-	300		354	-	10,446	354	10,800
Court Time	-	-		-	-	20,000	-	20,000
<b>Total Wages</b>	\$ -	\$ 257,026		\$ 353,606	\$ -	\$ 12,842,434	\$ 353,606	\$ 13,196,040
<b>Payroll Liabilities</b>								
Social Security and Medicare	2,730	19,154		28,375	-	974,527	28,375	1,002,902
Workers' Compensation	1,889	13,254		22,105	-	577,201	22,105	599,306
<b>Total Payroll Liabilities</b>	\$ 4,619	\$ 32,408		\$ 50,480	\$ -	\$ 1,551,727	\$ 50,480	\$ 1,602,207
<b>Post-Employment Expenses:</b>								
Pension - Normal Cost	-	20,428		27,668	-	1,262,262	27,668	1,289,931
Pension - Amortization of UAAL	-	-		-	1,682,204	1,682,204	-	1,682,204
OPEB - Normal Cost	-	-		-	-	550,000	-	550,000
OPEB - Amortization of UAAL	-	-		-	-	-	-	-
<b>Total Post-Employment Expenses</b>	\$ -	\$ 20,428		\$ 27,668	\$ 1,682,204	\$ 3,494,466	\$ 27,668	\$ 3,522,135
<b>Insurance:</b>								
Health Benefits (Gross)	11,923	70,561		97,008	1,831,003	4,235,458	97,008	4,332,466
Health Benefits (Net of RSF Credit)	11,009	65,151		89,571	1,687,050	3,922,751	89,571	4,012,322
Term Life Premiums	57	155		312	-	12,006	312	12,318
Whole Life Premiums	-	2,174		2,291	63,200	104,448	2,291	106,739
Long-Term Disability Premiums	268	1,775		2,723	-	82,843	2,723	85,566
AD&D Insurance Premiums	8	62		86	24,580	28,893	86	28,979
Subtotal	333	4,166		5,412	87,780	228,189	5,412	233,601
<b>Total Medical / Life Insurance Costs</b>	\$ 11,342	\$ 69,317		\$ 94,983	\$ 1,774,830	\$ 4,150,940	\$ 94,983	\$ 4,245,923
<b>Other Wage &amp; Benefits:</b>								
Police Extra Duty	-	-		-	-	200,000	-	200,000
Clothing Allowance	-	-		-	-	2,100	-	2,100
<b>Total Other Wage &amp; Benefits</b>	\$ -	\$ -		\$ -	\$ -	\$ 202,100	\$ -	\$ 202,100
<b>Position Total</b>	\$ 15,961	\$ 379,180		\$ 526,737	\$ 3,457,034	\$ 22,241,667	\$ 526,737	\$ 22,768,405

# **Radnor Township, PA**

## **2021 Board Approved Budget**

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Exhibit B: Tax and fee comparison to surrounding communities

RADNOR TOWNSHIP  
STUDY OF SURROUNDING MUNICIPALITIES  
DEMOGRAPHICS, TAXES AND MANDATORY FEES

Radnor Township		-----DELAWARE COUNTY-----				CHESTER COUNTY	----MONTGOMERY COUNTY----	
Cost of Living		Radnor	Haverford	Newtown	Marple	Tredyffrin	Lower Merion	Upper Merion
2020								
Area (sq. miles)		13.78	9.95	10.02	10.2	19.77	23.67	16.96
Estimated Population 2019		31,875	49,526	13,943	23,955	29,306	60,099	33,027
Per Capita Income 2018		\$56,119	\$48,952	\$63,780	\$45,323	\$68,911	\$83,296	\$52,567
Median Household Income 2018		\$114,063	\$107,494	\$96,469	\$98,175	\$129,332	\$131,556	\$94,081
Average Assessed Value of Residential Real Estate		\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
<a href="#">Source: U.S Census Bureau QuickFacts</a>								
Real Estate Tax Millage - Municipality		4.4082	8.4870	3.1340	4.4800	2.5000	4.1900	2.7900
Real Estate Tax Millage - County		5.4610	5.4610	5.4610	5.4610	4.3690	3.4590	3.4590
Real Estate Tax Millage - Montgomery County Comm Coll		n/a	n/a	n/a	n/a	n/a	0.3900	0.3900
Real Estate Tax Millage - School District		25.5659	33.5791	19.3253	19.3253	24.5003	30.1734	20.7600
Real Estate Taxes - Municipality		\$ 661.23	\$ 1,273.05	\$ 470.10	\$ 672.00	\$ 375.00	\$ 628.50	\$ 418.50
Real Estate Taxes - County		\$ 819.15	\$ 819.15	\$ 819.15	\$ 819.15	\$ 655.35	\$ 518.85	\$ 518.85
Real Estate Tax Millage - Montgomery County Comm Coll		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58.50	\$ 58.50
Real Estate Taxes - School District		\$ 3,834.89	\$ 5,036.87	\$ 2,898.80	\$ 2,898.80	\$ 3,675.05	\$ 4,526.01	\$ 3,114.00
<b>Total Real Estate Taxes</b>		<b>\$ 5,315.27</b>	<b>\$ 7,129.07</b>	<b>\$ 4,188.05</b>	<b>\$ 4,389.95</b>	<b>\$ 4,705.40</b>	<b>\$ 5,731.86</b>	<b>\$ 4,109.85</b>
Earned Income Tax Rate		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Earned Income Tax Amount		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trash Fee / Stormwater Mgmt Fee	Trash Fee	\$ -	\$ 245.00	\$ 219.00	\$ 250.00	\$ 366.00	\$ 338.00	\$ 366.00
	Stormwater / Other Fee	\$ 87.00		\$ -	\$ -	\$ -	\$ -	\$ -
	Graduated						See cell 14X	Storm water see 28V
<b>Total Real Estate Taxes + Trash/SWM Fee</b>		<b>\$ 5,402.27</b>	<b>\$ 7,374.07</b>	<b>\$ 4,407.05</b>	<b>\$ 4,639.95</b>	<b>\$ 5,071.40</b>	<b>\$ 6,069.86</b>	<b>\$ 4,475.85</b>
<b>Township Real Estate Taxes + Trash/SWM Fee</b>		<b>\$ 748.23</b>	<b>\$ 1,518.05</b>	<b>\$ 689.10</b>	<b>\$ 922.00</b>	<b>\$ 741.00</b>	<b>\$ 966.50</b>	<b>\$ 784.50</b>

# Radnor Township, PA

## 2021 Board Approved Budget

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The End

Thank you for the opportunity to serve Radnor Township and for your interest in this extremely important budget process. Please direct any questions to Radnor Township!



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