

2024

Economy Borough

Final Budget

Presented: November 14, 2023
Tentative Approval: November 28, 2023
Final Approval: December 27, 2023 (*Resolution #505*)

2024 Economy Borough Budget

To: The Borough Council, and other members of the community

I am pleased to present the 2024 Final Municipal Budget. Overall, the Borough's financial operations revolve around the use of four (4) Operating Funds:

<i>General</i>	<i>Highway Aid</i>
<i>Police Pension</i>	<i>Non-Uniform Pension</i>

Other Funds are utilized as a Savings Accounts; for example:

<i>Capital Projects Reserve</i>	<i>Marcellus Shale Impact Fee</i>
<i>Road Department Building/Equipment</i>	<i>Police Department Building/Equipment</i>

All Funds are operated, reconciled, and managed independently; however, each works in concert to provide a full array of services to our community in a focused, collaborative and cost-effective manner.

As fiscal year 2023, closes, it is important to note some the more significant activities that were completed as part of the 2023 Budget:

- Maintained our membership to the Beaver County Council of Governments and PSAB.
- Resurfaced and upgraded stormwater management infrastructure on the following roadways:
 - Summerfield Drive
 - Ridgeway Drive (Park Hill Road to Silverdale Drive)
 - Merriman Road (Big Sewickley Creek Road to Briola Lane)
 - Zehnder Road
 - Davis Road
 - Green Forest Drive (Rock Rose Drive to Cul-De-Sac Loop)
 - Pfaff Road (New Development to Dead End)
 - Perry Drive
 - Shady Lane

The Borough's budget is part of a dynamic, year-round process that creates the legal framework for financial matters in the coming calendar year. It is not realistic to believe every conceivable challenge or opportunity can be identified. However, the Budget is never used as an excuse to not respond to an issue. Meaning, the Borough will make every attempt to not avoid a specific repair or program enhancement if the current budget has not anticipated that type of expenditure.

SUMMARY OF THE 2024 ECONOMY BOROUGH BUDGET

- For the purpose of generating the 2024 Proposed Budget, the November 2023, assessed valuation is \$ 1,107,336,260.

2024 Economy Borough Budget

- The 2024 Economy Borough Budget proposes the below Millage rate:

<u>Tax</u>	<u>2024 Rate</u>
General	2.26 Mills

- Amy Miller, the Real Estate Tax Collector for Borough, County, and School District property taxes, has historically maintained a collection rate of approximately 95-98% of the total real estate tax that can be collected. The 2-5% of uncollected tax reflects property owners who do not pay the tax when it is due. Those taxes are considered delinquent.
- Delinquent property taxes are collected by the Beaver County Tax Claim Bureau and forwarded to Economy Borough several times during the calendar year.
- Borough property taxes are billed on March 1st of every calendar year.
- A discount of 2% may be taken if the taxes are paid on or before April 30th.
- Taxes are due at face value if paid by June 30th.
- A penalty of 10% is applied if paid between July 1st of the current year and February 1st of the following year.

Summary of Revenues

(Refer to Specific Budget for Applicability)

Real Estate Tax

- The real estate tax is the second most important source of revenue for Economy Borough after Earned Income Tax.
- The tax is levied on all commercial, residential, and other non-exempt real property.
- In 2023 YTD, Real Estate Tax (General Fund) accounted for 43% of total tax revenues collected.

Act 511 Taxes

- Act 511, the Local Tax Enabling Act, permits the Borough to levy the following non-real estate taxes: Earned Income Tax, the Local Services Tax, and the Real Estate Transfer Tax.

Earned Income Tax (EIT)

- It is a tax on gross wages, commissions, net profits, and other compensation earned by Economy Borough residents.
- The tax rate is 1%, $\frac{1}{2}$ of which is shared with the Ambridge Area School District.
- In 2023 YTD, EIT accounted for 29% of Borough's total tax revenues.
- The Borough contracts with Berkheimer, Inc. for the collection of current and delinquent taxes.

2024 Economy Borough Budget

Local Services Tax (LST)

- The Local Services Tax, \$52.00 per year, is assessed on all individuals who work within the Borough.
- This revenue source fluctuates with the number of employed within the Borough during the year.

Real Estate Transfer Tax

- The realty, or deed, transfer tax is collected at the time of a real estate sale.
- 2% tax is collected on the value of the sale; 1 percent is distributed to the Commonwealth, 0.5% to the Borough and 0.5% the School District.

Licenses and Permits

Cable Franchise Fees

- The cable contract fee, or franchise fee, is a percentage of sales revenue generated by Comcast for the non-exclusive opportunity to utilize public right-of-ways to provide cable and internet services to our residents.
- The current franchise agreement provides for a 5% fee based on revenues generated on cable TV services only. Internet services revenues are excluded.

Road Opening Permits/Overweight Vehicle Permits

- Road opening permits are issued when it is necessary to “open cut” a Borough road of right-of-way (typically done by utility companies). This is designed to cover the cost of inspection and to ensure that the road is restored once the work has been completed. The most recent Borough fee resolution describes all permit fees.

Fines & Forfeits

- Violations of the PA Motor Vehicle Code, PA Crimes Code, and/or Borough ordinances generate the revenues in this category.
- Fines and forfeitures are collected by the Magisterial District Judge, County of Common Pleas, and the Commonwealth, for violations of Borough ordinances.
- These vary with the number, severity, and disposition of violations.

Court of Common Pleas

- Revenue in this category typically comes from the Beaver County Clerk of Courts for fines and restitutions.

Violation of Vehicle Code

- The Magisterial District Judges collect fines for violations of the PA Motor Vehicle Code. Typically, revenue is 25% of the penalty portion of a traffic citation. Associated fees are usually more than the penalty portion of a traffic citation.

2024 Economy Borough Budget

Non-Traffic

- The District Judge collects fines for violations of the PA Crimes Code.

State Police Violation

- The Commonwealth distributes a portion of all fines collected by the State Police to every municipality in the Commonwealth twice per year.

Local Ordinance Violations

- Fines for zoning and building violations make up the revenues in this category.

Interest & Rents

- The Borough invests its available cash in various interest-bearing instruments and accounts.
- The types of investment options used generally include short and long-term investments with the Pennsylvania Local Government Investment Trust (PLGIT).
- The amount earned each year fluctuates with the interest rate and the amount of cash available for investment; when interest rates are high, the Borough enjoys favorable interest rates but as the prime rate falls, so do the rates on investments.
- Allowable investments are governed by the Borough Code, and other laws of the Commonwealth.

Intergovernmental Revenue

This group of revenues represents revenue the Borough receives from various agencies of the Commonwealth.

State Pension Aid

- On an annual basis the Commonwealth allocates funds to be used for the support of the police and non-uniform pension programs.
- The source of funds is a state tax on casualty insurance written by companies located outside of Pennsylvania.
- The amount to be budgeted in any one year is based on assumptions regarding the State Aid Unit Value from the preceding year as well as the number of employees in both pension plans.
- The proposed distribution of the funds is reflected under the pension expenditure category in the appropriate departmental budget.
- These funds in turn are distributed directly to the pension plans.

2024 Economy Borough Budget

Fireman's Relief Aid

- The Borough also receives funds from the Commonwealth for distribution to the Economy Volunteer Fire Department Relief Association.
- The amount of funding received is related to the amount of fire insurance written by companies located outside of Pennsylvania.
- These funds in turn are distributed directly to the fire department's relief association.
- The budget typically reflects the actual amount received in the previous year.

Public Utility Realty Tax

- The Public Utility Realty Tax (PURTA) is a tax collected by the Commonwealth on tax-exempt property owned by public utilities and distributed back to the Borough in which the property is located.
- The amount of the tax rebate is related to the Borough's real estate tax rate as well as the dollar value of real estate taxes which are levied by the Borough.
- Since the Borough has no direct control over the amount of PURTA funds to be granted by the Commonwealth, an assumptive value of PURTA in the preceding year is typically used to set the next year's budget amount.

Charges for Services

- This category includes all service charges issued by the Borough for operations beyond the routine scope of services normally provided.
- Fees are assessed to eliminate the cost the Borough would incur to provide that service.
- As an example, Building, Electrical, and Sewage Permit Fees are designed to abate any cost to the Borough to perform that duty. The fee is paid by the applicant and thereby eliminates a negative impact on the General Fund Budget.

Culture & Recreation

- Each line-item is designed to abate any municipal expenditure incurred by the Borough to provide a program or facility for use by residents or non-residents.
- All facility, program, and service fees are user driven.
- It is the policy of the Borough to cover direct programming expenses through user fees and a contribution toward any overhead costs (heating, lighting, etc.).

Interfund Transfers

- Interfund operating transfers occur when monies are transferred primarily from one fund to another.

Summary of Expenditures by Fund Type

GENERAL FUND

The General Fund supports the core services of the Borough, including community development and planning, police, parks and recreation, public works, and administration.

The Borough proposes the millage rate at **2.26 Mills**.

On the expenditure side of the General Fund, the 2024 Budget proposes, for a third consecutive year, significant funding towards road maintenance. The expenditures identified in the General Fund will provide the monies necessary for the installation of proper and adequate sub-surface and surface drainage facilities, as well as asphalt on many more Borough-maintained roads.

STATE LIQUID FUELS (HIGHWAY AID) FUND

This Fund is mandated by the Commonwealth to be used solely for certain expenses/equipment. The revenue for this Fund is from the local municipal share of the state gasoline tax, which is 15% of the state gas tax levied.

For Fiscal Year 2024, Economy Borough is projected to receive approximately \$332,088.40, in Liquid Fuels; a \$ 1,200.00, increase from what the Borough received this year.

OTHER OPERATING BOROUGH FUNDS

CAPITAL FUND

This Fund was created by the Borough Council to assist with the purchase of significant capital items as well as create a Fund whereby large future expenditures can be properly anticipated and expensed without the need to assume unnecessary, additional debt. Future expenditures would include road re-construction and other Borough-owned infrastructure improvements. This Fund receives its revenue from the General Fund, as well as other miscellaneous revenue, including intergovernmental revenue, as well as mid-year fund balance transfers.

PENSION PLANS:

POLICE AND NON-UNIFORM

These two Funds were created for the disbursement of retirement benefits to eligible retired Borough Police Officers (Police) and all other Borough retirees (Non-Uniform).

Catlin Financial of Beaver, PA manages the two pension plans and USI Consulting Group of Pittsburgh, PA develops the annual Minimum Municipal Obligation (MMO) as well as any pertinent benefit calculations when requested.

**ECONOMY BOROUGH
GENERAL FUND
2024 FINAL BUDGET**

			2019 FINAL Budget	2019 ACTUAL 12/31/2019	2020 FINAL BUDGET	2020 ACTUAL 12/31/2020	2021 FINAL BUDGET	2021 ACTUAL 12/31/2021	2022 FINAL BUDGET	2022 ACTUAL 12/31/2022	2023 FINAL BUDGET	2023 ACTUAL 12/22/2023	2024 FINAL BUDGET
ROADS/BRIDGE MAINTENANCE REPAIR													
01 438 245	Backfill, Seeding, Etc.		\$ 4,000	\$ 3,573	\$ 3,500	\$ 1,275	\$ 3,500	\$ 1,839	\$ 3,500	\$ 3,697	\$ 3,500	\$ 1,190	\$ 3,500
01 438 246	Binder			\$ 445		\$ 9,493		\$ 256					
01 438 247	Crack Selaing Material		\$ 5,000		\$ 4,000		\$ 4,000	\$ 3,785	\$ 4,000	\$ 4,265	\$ 4,000		\$ 4,000
01 438 249	Wearing Course			\$ 12,881									
01 438 250	Tree Removal on Streets							\$ 10,600	\$ 15,000	\$ 8,200	\$ 15,000	\$ 3,500	\$ 15,000
01 438 500	Traffic Control (Calming)		\$ 6,000		\$ 3,500		\$ 3,500						
Total - Roads/Bridge Maintenance Repair			\$ 15,000	\$ 16,900	\$ 11,000	\$ 10,768	\$ 11,000	\$ 16,480	\$ 22,500	\$ 16,162	\$ 22,500	\$ 4,690	\$ 22,500
ROAD CONSTRUCTION-REBUILDING													
01 439 040	Storm Drains		\$ 70,000	\$ 15,755	\$ 20,000	\$ 7,373	\$ 15,000	\$ 14,404	\$ 15,000	\$ 127,285	\$ 1,500	\$ 106,731	\$ 20,000
01 439 670	Roadway Paving		\$ 500,000	\$ 502,018	\$ 600,000	\$ 543,584	\$ 600,000	\$ 575,099	\$ 650,000	\$ 635,213	\$ 800,000	\$ 748,008	\$ 800,000
Total - Road Construction-Rebuilding			\$ 570,000	\$ 517,774	\$ 620,000	\$ 550,957	\$ 615,000	\$ 589,502	\$ 665,000	\$ 762,498	\$ 801,500	\$ 854,739	\$ 820,000
CULTURE/RECREATION													
01 452 300	Park Utility Expense		\$ 1,000	\$ 564	\$ 500	\$ 943	\$ 1,000	\$ 650	\$ 1,000	\$ 634	\$ 1,000	\$ 661	\$ 1,000
01 452 310	Park Maintenance		\$ 3,000	\$ 7,393	\$ 3,000	\$ 1,780	\$ 5,000	\$ 2,987	\$ 5,000	\$ 2,786	\$ 4,000	\$ 17,622	\$ 4,000
01 452 311	Playground Equipment		\$ 10,000	\$ 408	\$ 25,000			\$ 520	\$ 5,000	\$ 752	\$ 5,000	\$ 91,869	\$ 5,000
01 452 320	Events, Camps, Holidays		\$ 4,000	\$ 1,494	\$ 1,500	\$ 2,423	\$ 1,500	\$ 3,923	\$ 2,000	\$ 5,339	\$ 5,000	\$ 6,635	\$ 5,500
01 452 330	Community Day			\$ 155		\$ 485		\$ 180		\$ 274	\$ 15,000	\$ 29,932	\$ 20,000
Total -- Culture/Recreation			\$ 18,000	\$ 10,014	\$ 30,000	\$ 5,632	\$ 7,500	\$ 8,260	\$ 13,000	\$ 9,785	\$ 30,000	\$ 146,717	\$ 35,500
VETERAN'S MEMORIAL													
01 453 300	Veteran's Memorial Expense		\$ 6,000	\$ 5,115	\$ 6,000	\$ 6,672	\$ 6,000	\$ 1,370	\$ 2,000	\$ 1,289	\$ 2,000	\$ 978	\$ 2,000
Total -- Veteran's Memorial			\$ 6,000	\$ 5,115	\$ 6,000	\$ 6,672	\$ 6,000	\$ 1,370	\$ 2,000	\$ 1,289	\$ 2,000	\$ 978	\$ 2,000
SENIOR CITIZENS													
01 458 500	Senior Citizen Donation		\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ -
Total -- Senior Citizens			\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ -
DEBT SERVICE													
01 471 300	Principle-International				\$ 29,000		\$ 25,000	\$ 24,214	\$ 24,950	\$ 24,927	\$ 25,650	\$ 25,605	\$ 26,425
01 471 400	Interest-International				\$ 2,000		\$ 2,000	\$ 2,763	\$ 2,055	\$ 2,050	\$ 1,350	\$ 1,372	\$ 552
01 472 300	Principle-Brush Hog				\$ 30,000			\$ 23,087	\$ 24,200	\$ 24,194	\$ 25,315	\$ 25,353	\$ 26,568
01 472 500	Interest-Brush Hog				\$ 2,250			\$ 4,754	\$ 3,650	\$ 3,648	\$ 25,456	\$ 2,488	\$ 1,273
01 472 600	Principle-Pole Building										\$ 30,000	\$ 57,278	
01 472 700	Interest- Pole Building										\$ 4,500		
Total -- Debt Service			\$ -	\$ -	\$ 63,250	\$ -	\$ 27,000	\$ 54,818	\$ 54,855	\$ 54,818	\$ 112,271	\$ 112,096	\$ 54,818
MISCELLANEOUS EXPENSE													
01 489 000	Miscellaneous Expense			\$ 1,473	\$ 650	\$ 1,256	\$ 250	\$ 406	\$ 750	\$ 259		\$ 2,087	
01 489 100	Misc. Prior Year				\$ 50		\$ 50				\$ 500		
Total -- Miscellaneous Expense			\$ -	\$ 1,473	\$ 700	\$ 1,256	\$ 300	\$ 406	\$ 750	\$ 259	\$ 500	\$ 2,087	\$ -
PAYROLL EXPENSES													
01 660 000	Payroll Expenses All Departments					\$ 287,407		\$ 171,702	\$ 95,000	\$ 276,895	\$ 130,000	\$ 156,204	\$ 250,000
Total -- Refunds			\$ -	\$ -	\$ -	\$ 287,407	\$ -	\$ 171,702	\$ 95,000	\$ 276,895	\$ 130,000	\$ 156,204	\$ 250,000
TOTAL GENERAL FUND EXPENDITURES			\$ 5,189,221	\$ 4,774,312	\$ 5,403,357	\$ 5,237,085	\$ 5,255,774	\$ 4,623,819	\$ 4,881,662	\$ 5,375,723	\$ 5,335,352	\$ 5,657,842	\$ 5,402,321
INTERFUND TRANSFERS													
01 492 350	Transfer to Highway Aid Fund/Liquid Fuels		\$ 450,000										
01 492 600	Transfer to Police Pension Plan					\$ 20,000							\$ 4,849
01 492 902	Transfer to Non-Uniform Pension Plan					\$ 73,005							
Total -- Interfund Transfers			\$ 450,000	\$ -	\$ -	\$ 93,005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,849	\$ -
TOTAL EXPENDITURES			\$ 5,639,221	\$ 4,774,312	\$ 5,403,357	\$ 5,330,091	\$ 5,255,774	\$ 4,623,819	\$ 4,881,662	\$ 5,375,723	\$ 5,335,352	\$ 5,662,691	\$ 5,402,321
Fund Balance (Deficit)			\$ (731,353)	\$ (229,634)	\$ (502,119)	\$ (400,091)	\$ (628,971)	\$ 468,508	\$ (323,799)	\$ 543,013	\$ 201,237	\$ 610,946	\$ 253,957

**ECONOMY BOROUGH
HIGHWAY AID FUND
2024 FINAL BUDGET**

<u>HIGHWAY AID FUND</u>			2019 ACTUAL 12/31/2019	2020 ACTUAL 12/31/2020	2021 ACTUAL 12/31/2021	2022 ACTUAL 12/31/2022	2023 FINAL BUDGET	2023 ACTUAL 12/22/2023	2024 FINAL BUDGET
BEGINNING FNB FUND BALANCE:							\$775,543	\$775,543	
BEGINNING PLGIT FUND BALANCE:									\$625,543
Total Beginning Fund Balance:			\$0	\$0	\$0	\$0	\$775,543	\$775,543	\$625,543
REVENUES									
INTEREST AND RENTS									
35 341 010 Interest			\$4,818	\$1,921	\$1,002	\$3,416	\$100	\$35,584	\$10,000
Total -- Interest and Rents			\$4,818	\$1,921	\$1,002	\$3,416	\$100	\$35,584	\$10,000
INTERGOVERNMENTAL REVENUE									
35 355 020 Motor Vehicle Fuel Tax			\$361,345	\$351,103	\$326,849	\$326,826	\$335,000	\$337,678	\$332,088
Total -- Intergovernmental Revenue			\$361,345	\$351,103	\$326,849	\$326,826	\$335,000	\$337,678	\$332,088
TOTAL HIGHWAY AID FUND REVENUE (including Beg Fund Balance)			\$366,163	\$353,024	\$327,851	\$330,242	\$1,110,643	\$1,148,804	\$967,631
EXPENDITURES									
Road Department									
35 430 740 Major Equipment Purchase(s)			\$46,930	\$120,595	\$0	\$0	\$0	\$128,761	\$95,300
35 432 100 Salt-Sand Expense-Winter Maint.			\$99,778	\$213,210	\$237,202	\$286,547	\$473,100	\$150,213	\$390,000
35 433 361 Traffic Signals-Electrical			\$1,523	\$2,024	\$1,702	\$1,972	\$0	\$1,859	\$2,000
35 434 100 Street Lighting-Utities			\$13,653	\$14,553	\$14,918	\$15,227	\$12,000	\$15,557	\$18,000
Total -- Road Department Expenses			\$161,885	\$350,382	\$253,821	\$303,745	\$485,100	\$296,390	\$505,300
INTERFUND OPERATING TRANSFERS									
35 492 100 Transfer to General Fund			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total -- Interfund Operating Transfers			\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL – HIGHWAY AID FUND EXPENDITURES and TRANSFERS			\$161,885	\$350,382	\$253,821	\$303,745	\$485,100	\$296,390	\$505,300
HIGHWAY AID FUND BALANCE			\$204,279	\$2,641	\$74,030	\$26,497	\$625,543	\$852,414	\$462,331