



2025 DRAFT BUDGET

Borough of Mount Penn

Abstract

Borough of Mount Penn preliminary budget draft for FY 2025. Includes some discussion of grant fund allocations and abstract budget summary of all funds.

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Executive Summary

The Borough of Mount Penn's 2025 preliminary budget represents a comprehensive financial strategy incorporating updates to accounting methods, fund-based management, and policy compliance while addressing demographic, economic, and financial realities. The budget continues a carry-forward method to maintain continuity from prior years while transitioning to a modified cash accounting basis, aligning with GASB standards.

Seven distinct funds, including General, Solid Waste, and Capital Reserve, are established to manage operations, public services, and long-term investments. Revenue projections for 2025 include \$1.58 million from grants and fees, with expenditures reflecting significant infrastructure investments, particularly in road improvements and the construction of a new municipal garage.

The budget includes three tax increases: 0.50 million to the general operations tax, 0.50 million to the Fire tax that benefits the Mt. Penn Fire Company, and 0.25 million to the Ambulance & EMS tax that benefits the Lower Alsace Ambulance Association. These increases are proposed to fund the Borough's operations and make critical investments of public funds into emergency services for the Fire and EMS provision. The General Fund budget features a deficit of \$399,815.47 due to grant funds received in 2024 for expenditures in 2025. Effectively, this represents a budget surplus of \$184.53.

Key goals for 2025 include updating the Borough's comprehensive plan and joint zoning ordinance, exploring a municipal merger with Lower Alsace Township, enhancing permit processes, and managing police expenditures. The borough also aims to develop a multi-year capital improvement and road maintenance plan, reflecting a commitment to infrastructure sustainability.

The budget adheres to adopted financial policies, ensuring fiscal responsibility, and integrates grant-funded projects to align with strategic priorities. Despite positive trends in revenue growth, the borough faces challenges such as stagnant property assessments, reliance on tax rate increases, and rising service costs, particularly for public safety. This budget underscores Mount Penn's efforts to balance operational needs with long-term strategic planning to enhance community resilience and financial health.

Sincerely,



Hunter L. Ahrens
Borough Manager

Introduction

Preliminary Budget Message

The 2025 Budget utilizes a carry-forward method, which projects expenses based on prior year expenditures. While this is not universally true, most line items in the budget are carried forward from 2022, 2023, and 2024 YTD activity. While this is not the most detailed method, it creates continuity from prior years as we re-establish the Borough's full financial system. This year, staff has undertaken an accounting basis change from accrual (common for business accounting) to modified cash (common for government accounting). In addition, staff further entrenched the fund-based accounting method, which is required under GASB standards (Governmental Accounting Standards Board).

In addition to the system-wide accounting changes, the Borough has actively been developing the chart of accounts, which is the backbone of the Borough's accounts, to report expenses to the Borough Council properly. The staff has provided reconciled financial statements each month this year in an arrear (prior period) of one month (e.g., January's activity in February). These changes can give Borough Council confidence that the proposed expenditures herein hue closely to actual activity this year and will much more closely reflect anticipated activity than in prior years.

The budget is a working product and will undergo changes, additions, and amendments throughout the process, but this document contains a succinct summary of the budget and especially marks out the three grants that Borough has entered into an agreement with the Commonwealth of Pennsylvania over and is integrated into the spending plan.

STMP Grant Integration

Significant time and attention have been paid to presenting the Strategic Management and Planning program report, which must be considered during the budget process. The Pennsylvania Economy League (PEL) plans to present the final report on October 29, 2024, at the Borough's monthly Business meeting.

The staff is familiar with some of the findings and recommendations that PEL will provide and has integrated some of them into this draft. The most significant changes are using \$125,000.00 in funds as revenue for 2025 and adding a software product that will connect the Borough's operations. The financial breakdown for the Borough's grants breaks this down into greater detail.

Fund Identification

The Borough has seven (7) funds established for FY 2025: the General Fund, Street Light Fund, Fire Tax Fund, Ambulance Tax Fund, Solid Waste Fund, Capital Reserve Fund, and Liquid Fuels Fund. The financial abstract for 2025 summarizes these seven funds. Still, each has a distinct function that is critical for maintaining regulatory compliance, GASB compliance, and local understanding of the Borough's finances. The funds are listed below with a fund code to the left of the title in parentheses. While not currently utilized in the Chart of Accounts, they are essential to identify for effective future planning, especially for capital expenses.

- (1) General Fund
- (2) Street Light Tax Fund
- (3) Fire Tax Fund
- (4) Ambulance Tax Fund
- (5) Solid Waste Fund
- (30) Capital Reserve Fund
- (35) State Liquid Fuels Fund

These fund codes are designated using the DCED Chart of Accounts guide.

Background Information for Mount Penn

Information about Mount Penn Borough's demographic information, local economic conditions, and financial trends are summarized below. For 2025, these summaries were taken from the Pennsylvania Economy League's Strategic Management Planning program report.

Demographic Information

The Borough of Mount Penn, a small suburban community in Berks County, Pennsylvania, has experienced modest population changes over the decades. The population peaked in 1940 at 3,654 and fluctuated, stabilizing at 3,222 in 2020. This reflects a 7% decline from 1970 to 2020, contrasting with Berks County's population growth of 44.7% over the same period.

Age demographics show that the working-age group (18-64) comprises approximately 59% of the population, while those under 18 represent 24%, and seniors 65 and older make up 17.5%. The borough has become increasingly diverse, with the Hispanic population growing from less than 1% in 1990 to 31% in 2022. Similarly, the Black population increased from less than 1% in 1990 to over 10% in 2022.

The housing stock in Mount Penn is predominantly older, with 43% of homes built before 1940, contributing to concerns about property values and potential blight. Over time, the number of owner-occupied homes has decreased significantly, dropping from 75% of total housing units in 1990 to just 54% in 2022, while renter-occupied units have doubled to 40%.

The borough's median household income has grown by 114% since 1990 to \$60,357 in 2022, slightly below the state average but more competitive with county trends. Despite this, educational attainment in Mount Penn lags at regional and state levels, with only 19.5% of residents holding a bachelor's degree or higher. This demographic evolution underscores opportunities and challenges for the borough's economic and community development.

Local Economic Conditions

Mount Penn's local economic conditions reveal a mixed landscape with notable challenges and opportunities. The borough has seen a modest growth in median household income, which increased by 114% from 1990 to 2022, reaching \$60,357, slightly below the county and state averages.

The housing market, however, reflects underlying economic pressures, with the median value of owner-occupied homes at \$148,000 in 2022, significantly trailing Berks County's median of \$248,200. This disparity is compounded by a housing stock that is largely older, with 43% of homes built before 1940, leading to potential issues with property values and maintenance. The borough's economic base is transitioning, with a sharp increase in rental properties, now comprising 40% of housing units compared to just 20% in 1990, raising concerns about long-term stability and blight risks.

Employment rates in Mount Penn are relatively high at 72.6%, exceeding both the state and county averages, though poverty remains a challenge at 13.3%, above regional levels. Local taxes and fees support business activity, but these revenue sources must be revised as many are already in state-mandated caps.

The borough's economic outlook is further constrained by flat property tax assessments, which have yet to keep pace with market value increases, necessitating frequent millage rate hikes to sustain revenue. Despite these challenges, Mount Penn has capitalized on grants and state aid to fund essential infrastructure projects, signaling a commitment to fostering community resilience and economic development.

Financial Trends

Mount Penn Borough's financial trends reflect revenue growth, expenditure challenges, and reliance on temporary funding sources. From 2019 to 2023, revenues nearly doubled, growing from \$1.8 million to \$3.6 million, driven by federal American Rescue Plan Act (ARPA) funds, grants, and recurring tax increases.

Property tax revenues rose by 44.1%, achieved through regular millage rate hikes, as the borough's stagnant property assessments limited natural revenue growth. Non-tax revenues also increased significantly, with rental registration fees and grants contributing to the growth. However, expenditures grew by 67.4% over the same period, largely due to rising personnel benefits and increased costs for essential services like police, representing over half of non-personnel expenditures.

While recent years saw budget surpluses, these were largely attributable to one-time funding sources such as ARPA, which masked structural financial vulnerabilities. Additionally, sanitation fees and other user charges often failed to cover service costs, creating deficits in specific programs. Mount Penn's reliance on tax rate increases and temporary funding to balance its budget highlights the need for sustainable revenue streams and cost-containment strategies to address the borough's long-term fiscal health.

Borough Goals for 2025

These goals were set based on the recommendations of the Strategic Management Planning grant program completed by the Pennsylvania Economy League. The recommendations from the PEL report were synthesized into succinct goals for overarching strategic goals and goals divided between the Governing Body, Administration, and Public Works team.

Goal setting allows the Borough to concentrate on specific objectives throughout the year and narrow the day-to-day activities to these goals. While flexibility needs to be maintained, and these goals are not exhaustive, they narrow the focus of the Staff and Governing Body.

In future years, the Borough Council should develop a method for establishing its strategic and governing goals and setting the expectations for administrative and public works goals. A system for goal setting will make goal-setting sustainable and valuable.

Strategic Goals

The Borough shall undertake strategic activities to develop long-term health and success initiatives. The Borough Council should guide these activities, which the Borough Manager and Staff should implement.

Goal 1: Comprehensive Plan and Zoning Ordinance Updates

The Joint Comprehensive Plan and Joint Zoning Ordinance with Lower Alsace Township needs review and updates. The Borough's objective in 2025 will be to undertake the Comprehensive Plan and Joint Zoning Ordinance. The Borough prioritizes simple Zoning amendments, the full update of the Comprehensive Plan (to be at least 75% completed by the end of 2025), and comprehensive updates to the Joint Zoning Ordinance as time permits.

Particular attention should be focused on the opportunities for economic development on Perkiomen Avenue and the alignment of a shared vision for the corridor between both parties. The Borough should also seek and determine a vision for the relative prominence of rental units in the Borough.

- ☐ Initiate a Comprehensive Planning Process with Lower Alsace Township
- ☐ Complete at Least 50% of a Comprehensive Planning Process.
- ☐ Develop a Vision for Perkiomen Avenue Corridor in the Comprehensive Plan
- ☐ Develop a Vision for the Role of Rental Unit Housing in the Comprehensive Plan
- ☐ Initiate a Joint Zoning Ordinance Process with Lower Alsace Township

Goal 2: Review Municipal Merger with Lower Alsace Township

The Borough and Lower Alsace Township entered a formal merger consideration process in November 2023 with the Department of Community and Economic Development as a partner. To this end, the Borough should hold conversations with Lower Alsace Township to determine whether a merger should occur.

The Borough shall determine with Lower Alsace Township whether a merger is worth deeper consideration; any consideration should consider the alignment of shared goals under the Comprehensive Plan's update and the Borough's long-term health. The Borough would undertake an STMP Phase II Study of a potential merger with Lower Alsace Township. In 2025, the Borough should have identified and begun a Phase II Study if a merger process continues.

☐ Continue discussions of a Municipal Merger with Lower Alsace Township

or

☐ Ended discussions of a Municipal Merger with Lower Alsace Township

☐ Identified STMP Phase II Study Organization and Began Study Process

Goal 3: Hone Permit and Inspection Processes

The Borough should work to improve the permit application and review process at all levels, as well as improve the turnaround time for inspections and post-inspection approvals. These permits include Zoning, Building, Electrical, Plumbing, Street Access, Dumpster, Rental, Parking permits, and any other permits or inspections.

The Borough shall review its internal tracking and processes to ensure efficient processing, review, and timely inspections. The Borough may consider rearranging assigned duties to and from 3rd Party Contractors to and from Staff.

☐ Organized Clear Workflows for Permits between Staff and 3rd Party Contractors

☐ Decreased Overall Turnaround Time for Permits and Inspections

☐ Enhance Tracking Processes and Decrease Time Investment in Permits and Inspections

Governance Goals

The Borough shall undertake these governance goals to develop the Borough's capacity for professional and incisive governance. The Borough Council shall lead these activities and seek support from the Borough Manager and Staff where appropriate.

Goal 1: Update Borough Council Committee Structure

Recognizing the Borough's governance structure change from a Council-Staff system to a Council-Manager system; the Council shall review the Committee structure for potential updates or revisions that would identify portfolios of responsibility. These changes should simultaneously centralize the Council's role as the chief governing body and elevate the Borough Manager's role as the day-to-day manager.

- ☐ Reorganize Committee Structure and Expectations for Duties
- ☐ Maintain Committee Structure and Revise Expectations for Duties

Goal 2: Assess Police Expenditures

The Borough recognizes the importance of effective policing for the community. To preserve its long-term financial health while appropriately investing in public safety, the Borough must ensure its department investment is as economical as possible.

- ☐ Approve Phase II STMP Study with Police Commission Representatives
- ☐ Develop Improved Reports from Borough Mayor on Police Commission Activities
- ☐ Set Bargaining Strategy for Police Commission Negotiations with Police Union

Goal 3: Review Tax Collector Compensation

The Borough shall consider changing the tax collector's compensation from a percentage to a per-bill fee. The STMP presentation by the Pennsylvania Economy League shared research that suggests that paying a percentage of the total bill is considerably more expensive than a per-bill fee. The pay rate must be changed by Feb. 15, the year the tax collector is elected (2025).

- ☐ Determine Revised Tax Collector Compensation and Adopt Ordinance Before February 15

Goal 4: Complete Road Crew Bargaining Agreement

The Borough shall prepare for and complete negotiations with the Collective Bargaining Unit representing its Road Crew employees in 2025. The contract shall preserve management rights and seek to compensate employees fairly.

- ☐ Set Bargaining Strategy for Police Commission Negotiations with Police Union
- ☐ Complete Negotiations with the Bargaining Unit by December 2025

Administrative Goals

The Borough shall undertake these administrative goals to develop the Borough's staff as a productive and efficient team. The Borough Council should guide these activities, and the Borough Manager and Staff should lead.

Goal 1: Steward Borough's Financial Resources

The Borough shall review policies and procedures to implement effective systems of control, procurement, payment, and receiving to economically manage the Borough's finances to meet commitments, maintain budget controls, and make the Borough's finances more transparent.

The Borough shall utilize a monthly treasurer's report featuring each fund, a summary balance sheet report, and a monthly cash flow analysis for the General Fund. The Borough shall review and adopt appropriate financial policies. Integrate two additional persons in a segregation of duties plan to diversify responsibilities between an appointed Assistant treasurer and office staff. In addition, the Borough shall develop a Capital Improvement Plan (CIP) for 2026 – 2030.

- ☐ Produce Monthly Treasurer's Reports for Borough Council
- ☐ Create Summary Balance Sheet Report and Include in Monthly Treasurer's Reports
- ☐ Create General Fund Monthly Cash Flow Analysis and Include in Monthly Treasurer's Reports
- ☐ Review, Consider, and Adopt Additional Financial Policies as Required
- ☐ Segregate Additional Financial Duties between Borough Personnel, Create Asst. Treasurer
- ☐ Develop a Multi-Year Capital Improvement Plan for 2026 – 2030

Goal 2: Pursue Codification of Borough's Ordinances

The Borough last fully updated the codification in 2002 and should soon be updated with the changes. In addition, the Borough should consider publishing its updated codification online.

The Borough should conclude a Codification process by the end of 2025 to facilitate easy access to the Borough's ordinances by stakeholders and the public. The codification process shall also identify certain ordinances that must be updated to modern standards.

- ☐ Complete Codification Update for Borough Ordinances Since 2002
- ☐ Provide a Summary Recommendation for Ordinance Updates in Future Years

Goal 3: Manage Insurance Costs

The Borough should form a risk management committee and consider participating in pooled municipal insurance programs. It should also review these changes with neighboring partners for greater cost savings.

- ☐ Review Insurance Pools for Various Insurance
- ☐ Form Borough Risk Management Committee that Meets Monthly per DL&I Standards

Goal 4: Develop Multi-Year Road Improvement Plan

The Borough has been able to make historic investments in its streets and other infrastructure in the last few years. To that end, the Borough must create a realistic plan to maintain the Borough's infrastructure for the long term. Specifically, the Borough should develop a 20-year plan for 2026 – 2045 that identifies a schedule of maintenance and improvement for the Borough's streets.

- ☐ Develop a Multi-Year Road Improvement Plan for 2026 – 2045

Goal 5: Prepare Solid Waste Collection Recommendations

The Borough invests significant amounts of taxpayer funds into the annual curbside trash, recycling, and yard waste collection services and charges residents a significant fee annually for these services. The Borough Manager should undertake a review with the relevant Council Committees to provide a written recommendation that the Borough could engage the community with.

- ☐ Provide a Written Report on the Borough's Solid Waste Collection activities and Assess the Sustainability of Existing Contracts and Other Considerations to Reduce Costs and Improve Services.

Public Works Goals

The Borough shall undertake these administrative goals to develop the Borough's staff as a productive and efficient team. The Borough Council should guide these activities, and the Borough Manager, Road Foreman, and Staff should lead.

Goal 1: Complete Road Projects for 2025

The Borough has received historic investments from the State for road improvement, specifically grants for Endlich Avenue revitalization and additional roads, including Laurel, Summit, Cameron, Hill, and Brooke. The Borough shall work with the Borough Engineer and complete these road projects in 2025. The Borough shall also seek full reimbursement for these projects in 2025.

- ☐ Complete Endlich Avenue Road Project
- ☐ Complete Laurel, Summit, Cameron, and Oak Street Road Projects. Hill and Brooke will be completed as funds are available.

Goal 2: Complete Construction of New Borough Garage

The Borough has received significant grant investments to construct a new, up-to-date garage facility for the Borough Road Crew. The building will be completed in 2025, and the move-in process will also be completed, returning the existing facility to the Antietam Valley Municipal Authority. The Borough shall fully comply with required land use regulations, bidding requirements, and construction codes.

- ☐ Complete Construction of New Borough Garage
- ☐ Complete Move-In and Return Existing Facility to AVMA

Goal 3: Facilitate Cooperation with Neighboring Municipal Crews

The Borough successfully works with municipal partners to realize a greater return on investment for work shared between the crews, use of vehicles and equipment that the Borough does not own, and assistance during employee leave or illness. This coordination enhances the Borough's ability to serve the public, especially in the public works responsibilities.

The Borough shall continue these activities in 2025 and further build inter-municipal relationships with partner agencies. It may also explore grant applications for shared equipment that enhances Borough residents' services.

- ☐ Maintain and Enhance Cooperative Relationships with Partner Public Works Agencies

Policy Compliance

These notes focus on the FY 2025 budget's compliance with the Borough's adopted financial policies. The Borough has adopted four financial policies: Policy No. 002, Fund Balance Policy; Policy No. 003, Investment Policy; Policy No. 004, Solid Waste Fund Policy; and Policy No. 005, Capital Fund Policy.

Fund Balance Policy

The Finance Committee reviewed the budget's compliance with the fund balance requirement to maintain 15.00% equivalent to operational expenditures. When removing the proposed grant spending, each not requiring a match, the Borough's total General Fund operating expenditures for FY 2025 total is \$2,298,805.90. The 15.00% committed fund balance required would be \$344,820.89 in FY 2025.

The committed fund balance does not consider the cash necessary to pay for grant-related expenditures, which are reimbursed to the Borough rather than paid upfront. To this end, if the Borough plans to utilize the grant reimbursements as budgeted in FY 2025, it will likely require more than the existing unassigned fund balance and the use of the committed fund balance.

Net Financial Position as of October 31, 2024					
	General Fund	Street Light Tax Fund	Fire Tax Fund	Ambulance Tax Fund	State Liquid Fuels Fund
Assets	\$ 1,195,646.68	\$ 35,492.08	\$ 1,001.66	\$ 1,000.51	\$ 84,587.40
Liabilities	\$ 5,152.73	\$ -	\$ -	\$ -	\$ -
Restricted Fund Balance	\$ 404,761.00	\$ -	\$ -	\$ -	\$ 84,587.40
Committed Fund Balance	\$ 366,820.89	\$ 5,166.00	\$ 1.66	\$ 0.51	\$ -
Assigned Fund Balance	\$ 25,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -
Unassigned Fund Balance	\$ 393,912.07	\$ 30,326.08	\$ -	\$ -	\$ -
Net Position	\$ 1,190,493.95	\$ 35,492.08	\$ 1,001.66	\$ 1,000.51	\$ 84,587.40
Total:	\$ 1,312,575.60				

The Net Financial Position included above features the Borough's 2024 MMO within the committed fund balance. The Street Light Tax Fund has an unassigned fund balance, which is not permitted under the Fund Balance Policy. The Borough should investigate capital uses of those funds or decrease the Street Light tax. The next page includes Policy No. 002 Appendix A, which certifies compliance with the Fund Balance Policy.

Solid Waste Fund Policy

Beginning January 1, 2025, the Borough will open a Solid Waste Fund to pay for the expenses related to the Borough's public bid contract for Solid Waste expenses covering Trash, Recycling,

and Yard Waste collections. Currently, those activities are provided exclusively by J.P. Mascaro & Sons. The calculation of total costs for the fund can be covered by the anticipated income of the Solid Waste fee, currently set at \$450.00 per dwelling unit. That fee covers the anticipated costs, including the delinquent amounts from the prior year's fees. The fee does not comply with the Policy's set methodology. The Finance Committee determined that raising the Solid Waste fee was unnecessary because the fund was balanced.

As part of the Policy, the staff reviewed the special levy report held by the County of Berks; no changes are necessary at this time. Some properties are being investigated for multiple dwelling units that may be adjudicated through the process required under the Policy.

Capital Fund Policy

Beginning January 1, 2025, the Borough will open a Capital Fund to pay for the expenses related to the Borough's capital expenses, infrastructure, and special multi-year projects. Any grant funds that are deposited directly into the Borough's accounts will be held in the Capital Fund. The proposed expenditures for 2025 are singularly focused on constructing a new municipal garage on Butter Lane.

The Borough's Administrative Goal 1 includes a reference to creating a Capital Improvement Plan (CIP), which is essential for the effective use of the Capital Fund and Capital Fund Policy. The CIP will be developed in 2025 to comply with the Policy.

Various regulations need to be adhered to regarding the current fund balance that was deposited into the Borough's account for the construction of the new municipal building. Those regulations shall be adhered to under the grant contract.

Financial Summary

All Funds Summary

The Fund Accounting paradigm requires Borough funds to be segregated, but getting a complete picture allows the Borough Council to have a holistic view of the funds available to meet the Borough's multitude of priorities. The chart below attempts to show a composite view of all funds together.

<u>General Fund</u>	<u>Street Light Tax Fund</u>	<u>Fire Tax Fund</u>
+\$3,877,706.43	+\$36,669.19	+\$161,896.47
<u>-\$4,263,770.70</u>	<u>-\$34,440.00</u>	<u>-\$160,896.47</u>
-\$386,064.27	+\$2,229.19	+\$1,000.00
<u>Ambulance Tax Fund</u>	<u>Solid Waste Fund</u>	<u>Capital Reserve Fund</u>
+\$46,048.99	+\$583,636.00	+\$402,000.00
<u>-\$45,048.99</u>	<u>-\$581,103.60</u>	<u>-\$400,000.00</u>
+\$1,000.00	+\$2,532.40	+\$2,000.00
<u>State Liquid Fuels Fund</u>	<u>All Funds Summary</u>	
+\$82,252.51	+\$5,190,209.59	
<u>-\$65,000.00</u>	<u>-\$5,550,259.76</u>	
+\$17,252.51	-\$360,050.17	

Grant Summary

Below are summaries of the three fully executed grants and one impending award that the Borough has for FY 2025. The total funds from these four grants total \$2,103,716.00. Some of these grants may already have begun to be used for grant work in FY 2024, but the bulk will likely be used in 2025. The budget reflects \$1,978,716.00 for FY 2025 in both expenditures and \$1,578,716.00¹ in revenues. The disparity is due to the cash basis of accounting, as the EDCDI Grant funds were received in FY 2024 and were reported as revenue in FY 2024.

¹ The Preliminary Budget draft includes the \$400,000.00 to make the budget more accessible at the initial review. In the final review, the use of fund balance will show the funds coming out of fund balance rather than Revenues.

Endlich Avenue Improvement – Multi-Modal Transportation Fund Grant
Total Award: \$653,716.00 (Expires June 30, 2027)

Revenue

354.18 Multimodal Transportation Grant + \$653,716.00

Expenditures

439.66 Contracted Professional Fees - \$98,057.40

439.67 Contracted Construction Bid - \$555,658.60

Total: \$0.00

Mt. Penn Road Improvements – Local Share Account Grant
Total Award: \$800,000.00 (Expires *TBD*)

Revenue

354.18 Multimodal Transportation Grant + \$800,000.00

Expenditures

439.67 Contracted Construction Bid - \$800,000.00

Total: \$0.00

Joint Municipal Garage – Economic Development and Community Development Initiatives
Program Grant (EDCDI)
Total Award: \$400,000.00 (Expires June 30, 2026)

General Fund

Expenditures

492.00 Interfund Transfers - \$400,000.00

Total: - \$400,000.00

Capital Improvement Fund

Revenue

392.00 Interfund Transfers + \$400,000.00

Expenditures

409.00 Facilities Expenses - \$400,000.00

Total: \$0.00

Mt. Penn STMP Activities – Strategic Management Planning Program Grant
Total Award: \$250,000.00 (Expires June 30, 2026²)

Revenue

354.20 STMP Grant Proceeds + \$125,000.00

Expenditures

406.46 Continuing Education Expenses - \$5,000.00

407.267 Codes and Public Works Software - \$20,000.00

407.31 IT Professional Services - \$2,000.00

407.74 Capital Equipment Purchases - \$10,000.00

402.312 Strategic Planning Services **Total: + \$88,000.00**

Budget Deficit/Surplus

The General Fund budget contains a budget surplus of \$15,184.53. That surplus is minor and would not show up as a whole percentage. Effectively, the current budget is breakeven. Part of that condition is a concern in 2026 because some of the Borough's taxes have increased due to new home construction occurring in 2023 and 2024 and continuing in 2025. The benefits of transfer taxes on these new homes will not continue into 2026, which must be closely watched for potential deficit factors.

The deficit shown in the operating General Fund budget is \$384,815.47 because a deposit of \$400,000.00 in grant funds was made in 2024. In 2025, the Borough proposes transferring those funds from the General Fund to the Capital Fund, which is counted as an expenditure to the General Fund. Therefore, because it is a transfer, the operating difference should subtract \$400K, and the true difference is \$15,184.53.

Transfer from Liquid Fuels

In 2024, the Auditor General's office completed an audit of the Borough's Liquid Fuels funds for the years 2021, 2022, and 2023. During that time, staff had not maintained records for multiple checks and an approved project was overspent based on the Pennsylvania Department of Transportation's approved project amounts. These two items resulted in a finding for the Liquid Fuels fund that requires the Borough to reimburse the Liquid Fuels fund for \$31,699.25.

² Final contract for the \$250,000 will be completed after the Borough Council and DCED have each accepted the STMP Program provided by the Pennsylvania Economy League.

Proposed Line-Item Budgets

General Fund

11:17 AM

12/13/24

Cash Basis

Mount Penn Borough
Profit & Loss Budget Overview
 January through December 2025

	Jan - Dec 25
Income	
300.00 · Revenue	
301.00 · Real Estate Property Taxes	
301.10 · Current Real Estate Levy	1,197,252.29
301.20 · Prior Year Real Estate Levy	15,000.00
301.40 · Delinquent Real Estate Tax	35,000.00
301.60 · Real Estate Levy Interims	8,000.00
Total 301.00 · Real Estate Property Taxes	1,255,252.29
310.00 · Local Tax Enabling Act Taxes	
310.01 · Per Capita Tax	0.00
310.10 · Real Estate Transfer Tax	80,000.00
310.21 · Earned Income Tax	485,000.00
310.36 · Business Privelege Tax	69,000.00
310.50 · Local Services Tax	50,000.00
Total 310.00 · Local Tax Enabling Act Taxes	684,000.00
321.00 · Business Licenses and Permits	
321.45 · Business Privelege Licenses	300.00
321.60 · Occupational Licenses	1,000.00
321.61 · Transient Retailer Permit	400.00
321.80 · Cable Television Franchise	30,000.00
Total 321.00 · Business Licenses and Permits	31,700.00
322.00 · Non-Business Licenses & Permits	
322.30 · Driveway Permit	500.00
322.50 · Street Opening Permit	1,350.00
322.83 · Dumpster or Storage Use Permit	400.00
322.84 · Handicap Parking Permits	450.00
Total 322.00 · Non-Business Licenses & Permits	2,700.00
330.00 · Forfeits	
330.10 · Cancelled Permit Fees	0.00
Total 330.00 · Forfeits	0.00
331.00 · Fines	
331.10 · District Magistrate Fines	2,000.00
331.11 · Vehicle Code Violations	10,000.00
331.12 · Local Ordinance Fines	10,000.00
331.13 · Common Pleas Court Fines	0.00
331.14 · Parking Violations	2,000.00
331.15 · Code Enforcement Violations	0.00
Total 331.00 · Fines	24,000.00
341.00 · Interest Earnings	
341.01 · Interest on GF Checking	400.00
341.02 · Interest on GF Savings	400.00

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Cash Basis

Mount Penn Borough
Profit & Loss Budget Overview
 January through December 2025

	Jan - Dec 25
341.03 · Investment Dividends	30,000.00
Total 341.00 · Interest Earnings	30,800.00
342.00 · Rent and Royalties	
342.20 · Rent for Municipal Building	33,000.00
Total 342.00 · Rent and Royalties	33,000.00
354.00 · State Grants	
354.15 · Recycling Grants	0.00
354.18 · Multimodal Transportation Grant	653,716.00
354.20 · STMP Grant Proceeds	125,000.00
Total 354.00 · State Grants	778,716.00
355.00 · State Shared Entitlements	
355.01 · Public Utility Realty Tax	1,000.00
355.04 · Alcoholic Beverage Licenses	200.00
355.05 · State Pension Aid	18,000.00
355.07 · Foreign Fire Insurance Tax	12,500.00
355.08 · Local Share Grants	800,000.00
Total 355.00 · State Shared Entitlements	831,700.00
359.00 · Payments in Lieu of Taxes	
359.01 · Catholic Housing PILOT	9,419.52
Total 359.00 · Payments in Lieu of Taxes	9,419.52
361.00 · Zoning & Subdivision Fees	
361.33 · Zoning Permit	3,500.00
361.34 · Hearing Fees	3,000.00
361.42 · Stormwater Plan Review Fee	0.00
361.50 · Sale of Municipal Publications	0.00
Total 361.00 · Zoning & Subdivision Fees	6,500.00
362.00 · Public Safety Fees	
362.40 · Building Permits	
362.411 · Building Permit	0.00
362.412 · Minor Repairs & Renov. Permit	0.00
362.413 · Pool Permit	0.00
362.40 · Building Permits - Other	80,000.00
Total 362.40 · Building Permits	80,000.00
362.42 · Electrical Permit	10,000.00
362.43 · Plumbing Permits	
362.431 · Plumbing Inspections	0.00
362.432 · Inflow & Infiltration Fees	0.00
362.43 · Plumbing Permits - Other	15,000.00
Total 362.43 · Plumbing Permits	15,000.00

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Cash Basis

Mount Penn Borough Profit & Loss Budget Overview

January through December 2025

	Jan - Dec 25
362.45 · Use & Occupancy Fees	
362.451 · Use & Occupancy Certificate	0.00
362.452 · Transfer Inspection Fees	0.00
362.45 · Use & Occupancy Fees - Other	17,500.00
Total 362.45 · Use & Occupancy Fees	17,500.00
362.47 · HVAC Permit	8,000.00
362.51 · Rental Property Program	
362.511 · Rental Registration Current	46,000.00
362.512 · Rental Registration Prior Years	2,000.00
362.513 · Rental Unit Change of Tenant	500.00
Total 362.51 · Rental Property Program	48,500.00
362.53 · Vacant Property Registration	1,000.00
Total 362.00 · Public Safety Fees	180,000.00
363.00 · Highway and Streets Revenue	
363.10 · Repairs to Curbs and Sidewalks	350.00
363.34 · Street Crew Reimbursable Work	0.00
363.51 · Contracted Snow Removal	9,518.62
363.55 · Street Signage Reimbursement	0.00
Total 363.00 · Highway and Streets Revenue	9,868.62
364.00 · Sanitation	
364.30 · Solid Waste Collection Fees	0.00
364.50 · Sale of Recyclable Materials	50.00
Total 364.00 · Sanitation	50.00
389.00 · Unclassified Operating Revenue	0.00
391.00 · Proceeds of Asset Disposition	
391.20 · Insurance Claim on Assets	0.00
391.21 · Compensation Claim for Assets	0.00
Total 391.00 · Proceeds of Asset Disposition	0.00
392.00 · Interfund Transfer(s)	0.00
395.00 · Refund of Prior Year Expense	0.00
Total 300.00 · Revenue	3,877,706.43
Total Income	3,877,706.43
Expense	
400.00 · Expenditures	
400.01 · Governing Body	
400.05 · Borough Council Pay	13,125.00
400.06 · Borough Mayor Pay	2,500.00
400.10 · Recording Secretary Wage	0.00
400.42 · Dues or Memberships	1,500.00

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Cash Basis

Mount Penn Borough Profit & Loss Budget Overview

January through December 2025

	Jan - Dec 25
Total 400.01 · Governing Body	17,125.00
401.00 · Borough Manager	
401.10 · Borough Manager Salary	79,476.80
401.19 · Borough Manager Retirement	7,872.80
401.35 · Borough Manager Bond	2,100.00
Total 401.00 · Borough Manager	89,449.60
402.00 · Financial Administration	
402.310 · Auditing Services	20,000.00
402.311 · Bookkeeping Services	0.00
402.312 · Strategic Planning Services	88,000.00
402.313 · Pension Actuarial Services	1,000.00
Total 402.00 · Financial Administration	109,000.00
403.00 · Tax Collector	
403.05 · Tax Collector Wages	39,000.00
403.34 · Printing Expenses	400.00
403.35 · Tax Collector Bond	0.00
Total 403.00 · Tax Collector	39,400.00
404.00 · Legal Services	
404.31 · Solicitor Services	21,000.00
Total 404.00 · Legal Services	21,000.00
405.00 · Borough Office Personnel	
405.12 · Office FT Compensation	
405.121 · Secretary Regular Wages	54,080.00
405.122 · Office Leave Time	0.00
405.123 · Office Sick Leave	0.00
405.128 · Office Overtime	0.00
405.129 · Office Compensatory Wages	0.00
Total 405.12 · Office FT Compensation	54,080.00
405.14 · Office PT Compensation	0.00
Total 405.00 · Borough Office Personnel	54,080.00
406.00 · Government Administration	
406.21 · Office Supplies	1,500.00
406.23 · Postage	4,000.00
406.33 · Mileage Reimbursements	500.00
406.34 · Public Advertising	3,200.00
406.39 · Bank Services or Fees	500.00
406.46 · Continuing Education Expenses	6,000.00
406.49 · Reimbursements to Community	500.00
406.53 · Dues, Subcripts. & Memberships	1,000.00
Total 406.00 · Government Administration	17,200.00

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Cash Basis

Mount Penn Borough Profit & Loss Budget Overview

January through December 2025

	Jan - Dec 25
407.00 · Information Technology Services	
407.26 · Minor IT Equipment	500.00
407.27 · Software	
407.271 · Accounting Software	2,000.00
407.272 · Payroll Software	2,000.00
407.273 · Document Editing Software	500.00
407.274 · Virtual Meeting Software	200.00
407.275 · Survey Software	350.00
407.276 · Codes and Public Works Software	20,000.00
Total 407.27 · Software	25,050.00
407.31 · IT Professional Services	2,500.00
407.32 · Communication Expenses	
407.321 · Telephone Charges	2,500.00
407.322 · Email Service	1,500.00
407.323 · Website Hosting	500.00
407.324 · Wireless Phone Charges	2,000.00
Total 407.32 · Communication Expenses	6,500.00
407.74 · Capital Equipment Purchases	10,000.00
Total 407.00 · Information Technology Services	44,550.00
408.00 · Engineering Services	
408.31 · Professional Engineering Fees	40,000.00
Total 408.00 · Engineering Services	40,000.00
409.00 · Building & Grounds	
409.25 · Building Supplies	3,000.00
409.317 · Cleaning Service	3,600.00
409.318 · Pest Control Service	1,000.00
409.36 · Building Utilities	
409.361 · Gas for Buildings	4,000.00
409.362 · Electric for Buildings	3,500.00
409.366 · Water for Buildings	700.00
Total 409.36 · Building Utilities	8,200.00
409.37 · Repair & Maintenance Services	5,000.00
409.60 · Capital Construction	0.00
409.75 · Minor Capital Purchases	0.00
Total 409.00 · Building & Grounds	20,800.00
410.00 · Police Services	
410.24 · Supplies for PD	0.00
410.26 · Reimbursed Supplies for PD	0.00
410.45 · 911 Dispatching Services	26,000.00
410.53 · Regional Department Subsidy	1,273,185.60

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Cash Basis

Mount Penn Borough
Profit & Loss Budget Overview
 January through December 2025

	Jan - Dec 25
Total 410.00 · Police Services	1,299,185.60
411.00 · Fire Services	
411.15 · Fire PT Staff Compensation	
411.150 · Fire Marshal Wages	600.00
Total 411.15 · Fire PT Staff Compensation	600.00
411.24 · General Operating Supplies	0.00
411.45 · 911 Dispatching Services	0.00
411.54 · Foreign Fire Insurance Payment	12,500.00
Total 411.00 · Fire Services	13,100.00
412.00 · Ambulance & EMS Services	
412.45 · 911 Dispatching Services	8,000.00
Total 412.00 · Ambulance & EMS Services	8,000.00
413.00 · UCC & Code Enforcement	
413.15 · Code Inspectors PT Compensation	
413.150 · Electrical Inspector Wages	4,000.00
413.151 · Plumbing Inspector Wages	12,000.00
413.152 · Property Inspector Wages	9,000.00
Total 413.15 · Code Inspectors PT Compensati...	25,000.00
413.23 · Certified Mailing for Codes	0.00
413.30 · SEO Contracted Services	0.00
413.31 · UCC & Codes Contracted Services	85,000.00
413.42 · UCC Building Permit Fees	150.00
413.53 · Regional Codes Department	140,473.62
Total 413.00 · UCC & Code Enforcement	250,623.62
414.00 · Planning and Zoning	
414.310 · Zoning Officer Services	8,000.00
414.314 · Zoning Hearing Board Legal Fees	18,000.00
Total 414.00 · Planning and Zoning	26,000.00
419.00 · Other Public Safety Expenses	
419.15 · Crossing Guard Wages	0.00
Total 419.00 · Other Public Safety Expenses	0.00
422.00 · Vector Control	
422.45 · Animal Control Services	4,800.00
Total 422.00 · Vector Control	4,800.00
427.00 · Solid Waste Collection	
427.45 · Waste Removal Contract	
427.451 · Waste Collection	0.00
427.452 · Recycling Collection	0.00

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Cash Basis

Mount Penn Borough Profit & Loss Budget Overview

January through December 2025

	Jan - Dec 25	
427.453 · Leaf & Brush Collection	0.00	
Total 427.45 · Waste Removal Contract	0.00	
Total 427.00 · Solid Waste Collection		0.00
430.00 · Road Services Administration		
430.12 · Road Crew FT Compensation		
430.121 · Road Crew Regular Wages	103,109.80	
430.122 · Road Crew Leave Wages	0.00	
430.123 · Road Crew Sick Leave	0.00	
430.128 · Road Crew Overtime	0.00	
430.129 · Road Crew Compensatory Wages	0.00	
Total 430.12 · Road Crew FT Compensation	103,109.80	
430.14 · Road Crew PT Compensation	0.00	
430.238 · Road Crew Uniforms	2,400.00	
430.24 · Road Crew Operating Supplies	2,000.00	
430.315 · CDL Random Drug Testing	100.00	
430.33 · Fuel Purchases	8,500.00	
430.42 · PA One Call Services	500.00	
Total 430.00 · Road Services Administration	116,609.80	
431.00 · Cleaning of Streets		
431.45 · Street Cleaning Services	0.00	
Total 431.00 · Cleaning of Streets		0.00
433.00 · Traffic Control Devices		
433.36 · Electric for Traffic Signals	500.00	
Total 433.00 · Traffic Control Devices		500.00
435.00 · Sidewalks and Crosswalks		
435.67 · Crosswalk Improvements for ADA	0.00	
Total 435.00 · Sidewalks and Crosswalks		0.00
437.00 · Repairs of Tools & Machinery		
437.24 · Vehicle Maintenance Supplies	0.00	
437.26 · Small Tools & Minor Equipment	0.00	
437.37 · Repair and Maintenance Services	0.00	
Total 437.00 · Repairs of Tools & Machinery		0.00
438.00 · Road Maintenance & Repairs		
438.25 · Road Materials	0.00	
Total 438.00 · Road Maintenance & Repairs		0.00
439.00 · Road Construction		
439.66 · Contracted Professional Fees	98,057.40	

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Cash Basis

Mount Penn Borough Profit & Loss Budget Overview

January through December 2025

	Jan - Dec 25
439.67 · Contracted Construction Bid	1,355,658.60
Total 439.00 · Road Construction	1,453,716.00
445.00 · Permit Parking	
445.24 · Permit Parking Supplies	250.00
445.25 · Permit Parking Signs	1,000.00
Total 445.00 · Permit Parking	1,250.00
451.00 · Culture	
451.28 · Culture Expenses for Streets	3,000.00
Total 451.00 · Culture	3,000.00
471.00 · Debt Principal	
471.20 · Bank Loan Principal	34,501.09
471.35 · Ricoh Copier Lease	1,051.00
Total 471.00 · Debt Principal	35,552.09
472.00 · Debt Interest	
472.20 · Bank Loan Interest	9,904.55
472.35 · Ricoh Copier Lease Interest	0.00
Total 472.00 · Debt Interest	9,904.55
481.00 · Payroll Expenses	
481.10 · Social Security (FICA) Expenses	18,155.95
481.20 · Medicare Employer Contribution	4,246.15
481.30 · Unemployment Expenses	2,460.94
Total 481.00 · Payroll Expenses	24,863.04
483.00 · Pension Related Expenses	
483.30 · Defined Benefit Retirement	20,249.00
483.31 · Defined Contribution Retirement	7,354.26
Total 483.00 · Pension Related Expenses	27,603.26
484.00 · Personnel Insurances	
484.19 · Life & Disability Insurances	0.00
Total 484.00 · Personnel Insurances	0.00
486.00 · Insurance, Casualty, and Surety	
486.20 · Property & Casualty Insurance	20,000.00
486.70 · Workers Compensation Insurance	33,000.00
Total 486.00 · Insurance, Casualty, and Surety	53,000.00
487.00 · Health Insurance Benefit	
487.19 · Health Insurance Premiums	83,458.14
Total 487.00 · Health Insurance Benefit	83,458.14

Mount Penn Borough
Profit & Loss Budget Overview
January through December 2025

	Jan - Dec 25
492.00 · Interfund Transfer(s)	400,000.00
Total 400.00 · Expenditures	4,263,770.70
Total Expense	4,263,770.70
Net Income	-386,064.27

Proposed Line-Item Budgets

Other Funds

Street Light Tax Fund
Profit & Loss Budget Overview
January through December 2025

	Jan - Dec 25
Income	
300.00 · Revenue	
301.00 · Real Estate Property Taxes	
301.13 · Current Real Estate Taxes	35,519.19
301.23 · Prior Year Real Estate Tax	0.00
301.43 · Delinquent Real Estate Tax	1,100.00
	<hr/>
Total 301.00 · Real Estate Property Taxes	36,619.19
341.00 · Interest Earngins	
341.01 · Interest of Checking	50.00
	<hr/>
Total 341.00 · Interest Earngins	50.00
395.00 · Refund of Prior Year Expense	0.00
	<hr/>
Total 300.00 · Revenue	36,669.19
Total Income	36,669.19
Expense	
400.00 · Expenditure	
406.00 · General Administration Expenses	0.00
430.00 · Road Services Administration	0.00
434.00 · Street Lighting	
434.36 · Street Lights Electric	34,440.00
434.00 · Street Lighting - Other	0.00
	<hr/>
Total 434.00 · Street Lighting	34,440.00
Total 400.00 · Expenditure	34,440.00
Total Expense	34,440.00
Net Income	<hr/> <hr/> 2,229.19

Fire Tax Fund
Profit & Loss Budget Overview
January through December 2025

	Jan - Dec 25
Income	
300 · Revenue	
301.00 · Real Property Taxes	
301.10 · Current Real Estate Tax	155,396.47
301.20 · Prior Year Real Estate Tax	1,000.00
301.40 · Delinquent Real Estate Tax	5,000.00
Total 301.00 · Real Property Taxes	161,396.47
341.00 · Interest Earnings	
341.01 · Interest on Checking Account	500.00
Total 341.00 · Interest Earnings	500.00
350.00 · Intergovernmental Revenue	0.00
395.00 · Refund of Prior Expenses	0.00
Total 300 · Revenue	161,896.47
Total Income	161,896.47
Expense	
400 · Expenditures	
406.00 · General Administration	
406.39 · Bank Service Charges	0.00
406.00 · General Administration - Other	0.00
Total 406.00 · General Administration	0.00
411.00 · Fire Expenses	160,896.47
493.00 · Refund of Prior Revenues	0.00
Total 400 · Expenditures	160,896.47
Total Expense	160,896.47
Net Income	1,000.00

EMS & Ambulance Tax Fund
Profit & Loss Budget Overview
January through December 2025

	Jan - Dec 25
Income	
300 · Revenue	
301.00 · Real Property Taxes	
301.10 · Current Real Estate Tax	44,398.99
301.20 · Prior Year Real Estate Tax	250.00
301.40 · Delinquent Real Estate Tax	1,250.00
Total 301.00 · Real Property Taxes	45,898.99
341.00 · Interest Earnings	
341.01 · Interest on Checking Account	150.00
Total 341.00 · Interest Earnings	150.00
350.00 · Intergovernmental Revenue	0.00
395.00 · Refund of Prior Expenses	0.00
Total 300 · Revenue	46,048.99
Total Income	46,048.99
Expense	
400 · Expenditures	
406.00 · General Administration	
406.39 · Bank Service Charges	0.00
Total 406.00 · General Administration	0.00
412.00 · Ambulance & EMS Expenses	45,048.99
493.00 · Refund of Prior Revenues	0.00
Total 400 · Expenditures	45,048.99
Total Expense	45,048.99
Net Income	1,000.00

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Cash Basis

Solid Waste Fund
Profit & Loss Budget Overview
 January through December 2025

	Jan - Dec 25
Ordinary Income/Expense	
Income	
300 · Revenue	
341.01 · Interest on Checking Acct.	100.00
364.30 · Solid Waste Collection Fee	571,536.00
364.31 · Solid Waste Fee Prior Year	2,000.00
364.32 · Solid Waste Fee Delinquent	10,000.00
395.00 · Refund of Prior Year Expense	0.00
Total 300 · Revenue	583,636.00
Total Income	583,636.00
Expense	
400 · Expenditures	
406.00 · General Administration Expenses	0.00
426.00 · Recycling Collections	
426.30 · Recyclables Contract Collection	153,216.00
426.31 · Yard Waste Contract Collection	49,156.80
Total 426.00 · Recycling Collections	202,372.80
427.00 · Waste Disposal Collections	378,730.80
495.00 · Prior Year Expenditure	0.00
Total 400 · Expenditures	581,103.60
Total Expense	581,103.60
Net Ordinary Income	2,532.40
Net Income	2,532.40

Liquid Fuels Fund
Profit & Loss Budget Overview
January through December 2025

	Jan - Dec 25
Income	
300.00 · Revenue	
341.00 · Interest Earnings	
341.01 · Interest on Checking Account	1,000.00
Total 341.00 · Interest Earnings	1,000.00
355.00 · State Shared Revenue	
355.02 · Liquid Fuels Tax Disbursement	81,252.51
Total 355.00 · State Shared Revenue	81,252.51
392.00 · Interfund Operating Transfers	
392.01 · Transfer from General Fund	0.00
Total 392.00 · Interfund Operating Transfers	0.00
395.00 · Refund of Prior Expenditures	0.00
Total 300.00 · Revenue	82,252.51
Total Income	82,252.51
Expense	
400.00 · Expenditures	
430.00 · Road Services Administration	0.00
431.00 · Cleaning of Streets & Gutters	3,500.00
432.00 · Snow & Ice Removal	
432.241 · Ice Control Material - Salt	12,000.00
Total 432.00 · Snow & Ice Removal	12,000.00
433.00 · Traffic Control Devices	
433.25 · Traffic Control Materials	4,000.00
433.36 · Traffic Lights Electric	4,000.00
433.37 · Traffic Light Repairs	4,000.00
Total 433.00 · Traffic Control Devices	12,000.00
437.00 · Repairs of Tools & Machinery	11,500.00
438.00 · Work on Roads & Bridges	
438.25 · Road Materials	10,000.00
Total 438.00 · Work on Roads & Bridges	10,000.00
439.00 · Road Construction Projects	0.00
471.00 · Debt Principal	16,000.00
495.00 · Prior Year Expenditures	0.00
Total 400.00 · Expenditures	65,000.00
Total Expense	65,000.00
Net Income	17,252.51

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Cash Basis

Capital Improvement Fund
Profit & Loss Budget Overview
 January through December 2025

	Jan - Dec 25
Ordinary Income/Expense	
Income	
300 • Revenue	
301.00 • Property Taxes	0.00
341.00 • Interest Earnings	
341.01 • Interest on Checking Account	2,000.00
341.00 • Interest Earnings - Other	0.00
Total 341.00 • Interest Earnings	2,000.00
351.00 • Federal Grants	0.00
354.00 • State Grants	0.00
357.00 • Local Government Grants	0.00
391.00 • Proceeds from Asset Sales	0.00
392.00 • Interfund Transfers	400,000.00
393.00 • Proceeds from Debt Issuance	0.00
395.00 • Refunds of Prior Expenses	0.00
Total 300 • Revenue	402,000.00
Total Income	402,000.00
Expense	
400 • Expenditures	
406.00 • General Administration Expenses	0.00
407.00 • Information Technology Expenses	0.00
409.00 • Facilities Expenses	400,000.00
410.00 • Police Expenses	0.00
411.00 • Fire Expenses	0.00
412.00 • Ambulance Expenses	0.00
426.00 • Recycling Expenses	0.00
427.00 • Solid Waste Expenses	0.00
437.00 • Streets Vehicle Expenses	0.00
439.00 • Streets Construction Expenses	0.00
471.00 • Debt Principal Expenses	0.00
472.00 • Debt Interest Expenses	0.00
492.00 • Interfund Transfers	0.00
495.00 • Prior Year Expenditures	0.00
Total 400 • Expenditures	400,000.00
Total Expense	400,000.00
Net Ordinary Income	2,000.00
Net Income	2,000.00

Budget Appendices



Borough of Mount Penn

"The Friendly Borough"

John A. Becker Municipal Building

200 N. 25th Street

Reading, PA 19606-2091

Phone: (610) 779-5151 Fax: (610) 779-5221

November 15, 2024

Attention: Mt. Penn Borough Council,

I, Hunter L. Ahrens, certify that the Annual Budget submission required to be submitted to Borough Council under Ordinance 890, entitled Creating the Office of the Borough Manager, complies with Policy No. 002, entitled Fund Balance Policy. Specifically, the following has been confirmed for each fund, and the specific references herein are met:

- ☒ Restricted Fund Balances have not been allocated for impermissible uses.
Complies with Letter B. Restricted Fund Balance.
- ☒ Identifies the Minimum Municipal Obligation (MMO) as a Committed Fund Balance.
Complies with Letter C. Committed Fund Balance, Paragraph b.
- ☒ General Fund maintains a Committed Fund Balance of 15.00%, equivalent to anticipated expenses for the budget year.
Complies with Letter C. Committed Fund Balance, Paragraph c.
- ☐ General Fund does not maintain a Committed Fund Balance of 15.00%, equivalent to anticipated expenses for the budget year. I have included a proposal to meet the 15.00% requirement in three years.
Complies with Letter C. Committed Fund Balance, Paragraph c.
- ☒ Other Fund Balances maintain a Committed Fund Balance of less than or equal to 15.00%, equivalent to anticipated revenues by the budget year.
Complies with Letter C. Committed Fund Balance, Paragraph d.
- ☐ Other Fund Balances do not maintain a Committed Fund Balance of less than or equal to 15.00% equivalent to anticipated revenues by the budget year. I have included a proposal to meet that obligation.
Complies with Letter C. Committed Fund Balance, Paragraph d.

The policy's provisions are marked above, and those items not otherwise specified comply with the Mount Penn Borough Fund Balance Policy.

Sincerely,

Hunter L. Ahrens

Hunter L. Ahrens
Borough Manager

INCORPORATED 1903