
BOROUGH OF POTTSTOWN

100 East High Street, Pottstown, PA 19464

INTER-OFFICE MEMORANDUM

To: Pottstown Borough Authority Board Members

From: Gerry Keszczyk, Budget Analyst/Authority Bookkeeper

Meeting Date: October 19, 2021

RE: September 30, 2021 Month-End Finance Report

A. Financial Reports: Attached is the September 30, 2021 month-end revenue and expenditure budget report, along with the balance sheets for each Authority fund.

- Water fund revenues are at 76% and expenses 72% for the year to date.

The water operating fund revenues over expenditures is \$292,035 after adjusting for debt service. During 2021, there has been \$0 transferred to water capital to fund capital projects.

- Sewer fund revenues are at 76% and expenses 69% for the year to date.

The sewer operating fund revenues over expenditures is \$608,200 after adjusting for debt service. During 2021, there has been \$160,000 transferred to sewer capital to fund capital projects.

Bulk sewer revenue is over budget by approximately \$322,221 for the year to date. Sludge Hauling expense stays under budget by approximately (\$94k) for the year to date.

B. 2020 Audit - Authority audit for 2020 has been complete and distributed electronically to Authority Board. There were no audit findings this year.

C. Pottsgroves: 4Q2021 O&M invoices have been sent are not due yet. 2022 Preliminary Allocations were distributed mid-September to the Townships.

D. Cell Towers: As of month-end, the payments received for 2021 are as follows:

Jackson St Water Tower	\$88,346.32		
K-Mart Water Tower	\$92,388.28		
Sewer Plant Tower	\$24,097.24		
TOTAL Month End	\$204,831.84		

E. Cash Available for Construction and Operations: See attached schedule identifying cash available for plant operations and capital projects. This report identifies how much cash, net of

operating reserves, is available for capital projects. Water fund cash after funding the 2021 capital program is \$784,875.37. Sewer fund cash after funding the 2021 capital program is \$6,612,424.58.

F. Bill Lists: Attached are Bill List reports for the checks and credit cards for the month of September 2021.

G. Portnoff Update: August 31, 2021

Year	Collectible Placement Amount	Total Paid 8/31/2021	% of Collectible Placement Paid
2013	\$246,870	\$257,225	104.19%
2014	\$309,209	\$316,941	102.50%
2015	\$246,953	\$252,974	102.44%
2016	\$276,634	\$278,475	100.67%
2017	\$257,827	\$267,793	103.87%
2018	\$275,330	\$269,235	97.79%
2019	\$264,675	\$247,071	93.35%
2020	\$83,521	\$63,397	75.91%
2021			

*Note: Amounts collected include interest which is **not** included in amounts placed for collection.*

H. Five Year Capital Plan: The current version of the five-year capital plan including expenditures to date is attached.

Also included is the updated Sewer and Water Capital Projects update reports that show the expenses by the vendors to date.