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# **BOROUGH OF POTTSTOWN**

100 East High Street, Pottstown, PA 19464

## **INTER-OFFICE MEMORANDUM**

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**To:** Pottstown Borough Authority Board Members  
**From:** Gerry Keszczyk, Budget Analyst/Authority Bookkeeper  
**Meeting Date:** March 15, 2022  
**RE:** **February 28, 2022 Month-End Finance Report**

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**A. Financial Reports:** Attached is the February 28, 2022 month-end revenue and expenditure budget report, along with the balance sheets for each Authority fund.

- Water fund revenues are at 17% and expenses 15% for the year to date.

The water operating fund revenues over expenditures is \$197,604 after adjusting for debt service. During 2022, there has been \$0 transferred to water capital to fund capital projects.

- Sewer fund revenues are at 19% and expenses 8% for the year to date.

The sewer operating fund revenues over expenditures is \$1,048,724. During 2022, there has been \$0 transferred to sewer capital to fund capital projects.

Bulk sewer revenue is under budget by approximately (\$20k) for the year to date. Sludge Hauling expense stays under budget by approximately (\$77k) for the year to date.

**B. 2021 Audit** - The auditors started the 2021 Audit on February 21, 2022.

**C. Pottsgroves:** Nothing outstanding.

**D. Cell Towers:** As of month-end, the payments received for 2022 are as follows:

<b>Cell Tower Location</b>	<b>Revenues Received</b>
Jackson St Water Tower	\$10,017.09
K-Mart Water Tower	\$8,815.43
Sewer Plant Tower	\$6,620.52

**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 2022 capital program is \$522,541.09. Sewer fund cash after funding the 2022 capital program is \$7,572,010.66.

**F. Bill Lists:** Attached are Bill List reports for the checks and credit cards for the month of February 2022.

**G. Portnoff Update: January 31, 2022**

Year	Collectible Placement Amount	Total Paid 1/31/2022	% of Collectible Placement Paid
2013	\$246,444	\$257,601	104.53%
2014	\$308,604	\$318,331	103.15%
2015	\$246,802	\$253,311	102.64%
2016	\$275,986	\$279,754	101.37%
2017	\$256,419	\$268,670	104.21%
2018	\$273,163	\$281,218	102.95%
2019	\$261,958	\$254,739	97.24%
2020	\$82,654	\$71,239	86.19%
2021	\$47,564	\$2,425	5.10%
2022	\$228,075	\$4,920	2.16%

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

**H. Ten Year Capital Plan:** The current version of the ten-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.