
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: January 17, 2023

RE: December 31, 2022 Month-End Finance Report

A. Financial Reports: Attached is the December 31, 2022 month-end revenue and expenditure budget report, along with the balance sheets for each Authority fund.

- Water fund revenues are at 96% and expenses 83% for the year to date.

The water operating fund revenues over expenditures is \$1,088,305.43 after adjusting for debt service. During 2022, there has been \$0 transferred to water capital to fund capital projects.

- Sewer fund revenues are at 111% and expenses 72% for the year to date.

The sewer operating fund revenues over expenditures is \$3,562,524.86. During 2022, there has been \$0 transferred to sewer capital to fund capital projects.

Bulk sewer revenue is over budget by approximately \$308k for the year to date. Sludge Hauling expense goes over budget by approximately \$139k for the year to date.

B. 2022 Audit - The Borough and Authority audits are scheduled to start the week of February 20, 2023.

C. Pottsgroves: A final reconciliation for the UPT Sewer AR accounts has been done and those accounts were transferred to Upper Pottsgrove and adjusted off the Authority financial statements.

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

Jackson St Water Tower	\$111,038.01
K-Mart Water Tower	\$118,089.32
Sewer Plant Tower	\$31,743.99
TOTAL Month End	\$260,871.32

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 \$346,118.15. Sewer fund cash after funding the 2022 capital program is \$10,088,381.03.

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

G. Portnoff Update: December 31, 2022

Year	Collectible Placement Amount	Total Paid 12/31/2022	% of Collectible Placement Paid
2013	\$245,394	\$259,891	105.91%
2014	\$306,288	\$320,838	104.75%
2015	\$246,349	\$253,804	103.03%
2016	\$274,350	\$282,198	102.79%
2017	\$253,316	\$271,495	107.18%
2018	\$270,300	\$285,153	105.49%
2019	\$259,046	\$267,549	103.28%
2020	\$81,264	\$77,073	94.84%
2021	\$44,355	\$24,108	54.35%
2022	\$408,413	\$199,051	48.74%

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

H. Capital Plan: The current version of the 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.