

# **Plum Borough School District**

## **Finance Committee Meeting Agenda For June 2014**

**(Meeting #12 – 2013-14)**

**Plum Borough School District  
Finance Committee Meeting Agenda  
June 2014**

**MEETING DATE:** Tuesday, June 17, 2014

**TIME:** Immediately follows the Policy Committee meeting that starts at 6:00 PM

**LOCATION:** High School Auditorium

**COMMITTEE MEMBERS:** Mr. McGough, Chair; Mr. Dowdell and Mrs. Stepnick; Committee Members

**ADMINISTRATIVE REPRESENTATIVES:** Mr. Marraccini, Dr. Glasspool, Dr. Rossi and Mr. Brewer

**SOLICITOR:** Mr. Price of Andrews and Price

---

**I. Committee chairperson calls meeting to order.**

**II. Citizens Comments:**

- A. On agenda items.
- B. On non-agenda items.

**III. Agenda Action Items Discussion:**

- 1. Treasurer's Report.** Approve Treasurer's Report for the Month of May 2014. Report was sent electronically to board members prior to the meeting for their review.
- 2. Recommend approval of Construction Invoices (G.O.B.) received after the June Facilities Committee meeting, as presented.** Invoices were electronically sent to board members for their review.
- 3. Recommend approval of General Fund (Fund 10) budget transfers for the month of June 2014, as presented.** Budget transfer list is in progress and will be electronically sent to Board Members for their review, prior to the meeting.
- 4. Recommend approval of Year End Business Office Functions:** Administration recommends approval of the following fiscal year end Business Office functions:
  - A. Facsimile signatures for signing of General Fund, GOB Fund, Payroll Fund, Student Activities Fund, Athletic Fund, and Food Service (Cafeteria) Fund checks.
  - B. Authorize the Director of Business Affairs to invest school district funds.
  - C. Authorize payment of utilities and other discounted invoice pricing prior to the regularly scheduled monthly Public Board Meeting.
- 5. 2013-14 Year End Budgetary Transfers:** Recommend approval authorizing Central Administration and the District's Independent Auditors to make all necessary year-end budgetary transfers after the June 30, 2014 for the 2013-14 fiscal year.
- 6. Recommends acceptance of the 2014-15 Final General Fund (10) Budget, as presented.** The 2014-15 Preliminary General Fund Budget (Fund 10) was passed on May 28, 2014 with proposed Revenues and Subsidies and Expenditures totaling \$58,109,391\*, with the millage rate set at 19.30 mils. The Preliminary General Fund Budget has been on public inspection in hard copy form in the Superintendent's Office and on the District's website since May 29, 2014.  
**\* Amount is subject to changed pursuant to board discussions.**

**7. Administration recommends approval of the following annual Local Tax Resolutions to support the funding of the 2014-15 General Fund (10) Budget as follows:**

- A. Approval of the Current Real Estate Tax Millage Rate at 19.30 mils; represents an increase of .542 mils from 18.758 mils. This is the maximum allowable increase per Act 1 Index.
- B. Approval of the Per Capita Taxes at \$10.00; represents no increase.
- C. Approval of Earned Income Taxes (EIT) at 1.0% shared equally with Borough or .5%; represents no increase.
- D. Approval of Deed Transfer Taxes at 1.0% shared equally with Borough; represents no increase.

**8. Administration recommends approving Eastern Area Special Schools Joint Committee Resolutions, as attached:**

- A. Resolution No. 2014-1 for all voting conducted by mail ballot
- B. Resolution No. 2014-2 for the 2014-2015 Budget

**9. Administration recommends approving Forbes Road Career and Technology Center's 2014-2015 Revenue Anticipation Note.**

**IV. Informational Discussion Items:**

- 1. Discuss Current Real Estate Tax Collector's Report for the month of May 2014 (6111).**
- 2. Discuss Monthly Revenues and Expenditures Comparison Graphs for the month of May 2014.** See Attachment.
- 3. Discuss Earned Income Tax Collection by Keystone Collections for the month of May 2014.** See Attachment.
- 4. Independent Auditing Services Update.**
- 5. Homestead/Farmstead Property Tax Exclusion for 2014 update.** The District was recently notified by the Allegheny County Office of Assessments that the District's number of approved Homestead approved properties number is 7,856. The H/F allocation from the State Gaming is anticipated to be **\$1,653,383**. The estimated school tax property reduction for the approved properties is anticipated to result in a property tax reduction of approximately \$210.41. Mr. Schlegel was presented with a CD containing the information and will determine if there are any duplications or assessments under the limit, which will cause to modify the number of qualified properties for the final calculation.
- 6. Discuss Comdoc's, the District's copier service vendor's "refresh" proposal.** Comdoc is recommending an upgrade to the copier equipment, increasing the no-charge overage allowance, lowering their monthly service charge, and extending their service agreement. Copy of Comdoc's proposal is attached.
- 7. Discuss proposal from Pampena Landscaping and Construction, Inc. for pothole repairs at the Transportation Center.** Facilities recommends acceptance of proposal from Pampena Landscaping and Construction, Inc. in the amount of \$3,000 for pothole repairs. Copy of proposal attached.
- 8. Discuss cafeteria furniture proposal from P.E.M.Co.** Administration recommends acceptance of state contract pricing contract with P.E.M.Co. for cafeteria round tables and movable booth tables and seating totaling \$44,185.55. Copies of proposals attached.
- 9. Discuss quotation from Woltz & Wind Ford, Inc. for two trucks.**

**V. New Business Roundtable.**

**VI. Next scheduled Finance Committee Meeting: July 22, 2014**

**VII. Motion to adjourn.**