

**AGENDA**  
**EAST GOSHEN TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**LONG RANGE BUDGET PLANNING SESSION**  
Wednesday, May 23, 2018  
3:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence – Supervisor Carmen Battavio
4. Ask if anyone is recording the meeting
5. Public Comment
6. Consider Long Range Budget Planning Memo
  - a) Projections
  - b) Implementation of Paoli Pike Corridor Master Plan
  - c) Website
  - d) Litter Pick-up
  - e) Use of P-cards
  - f) Payment Portal
  - g) Sustainability Initiative
  - h) Public Works Requests
  - i) Sewer/Municipal Authority
7. Any Other Matter
8. Adjournment

The Chairperson, in his or her sole discretion, shall have the authority to rearrange the agenda accommodate the needs of other board members, the public or an applicant.

**Public Comment** – Pursuant to Section 710.1 of the Sunshine Act the Township is required to include an opportunity for public comment agenda which is intended to allow residents and/or taxpayers to comment on matters of concern, official action or deliberation which are or may be before the Board of Supervisors. Matters of concern which merit additional research will be placed on the agenda for the next meeting.

**Constant Contact** - Want more information about the latest news in the Township and surrounding area? East Goshen Township and Chester County offer two valuable resources to stay informed about important local issues. East Goshen communicates information by email about all Township news through Constant Contact. To sign up, go to [www.eastgoshen.org](http://www.eastgoshen.org), and click the “E-notification & Emergency Alert” button on the left side of the homepage. Chester County offers an emergency notification system called ReadyChesco, which notifies residents about public safety emergencies in the area via text, email and cell phone call. Signing up is a great way to keep you and your loved ones safe when disaster strikes. Visit [www.readychesco.org](http://www.readychesco.org) to sign up today!

**Smart 911** - Smart911 is a new service in Chester County that allows you to create a Safety Profile at [www.smart911.com](http://www.smart911.com) that includes details you want the 9-1-1 center and public safety response teams to know about your household in an emergency. When you dial 9-1-1, from a phone associated with your Safety Profile that information automatically displays to the 9-1-1 call taker allowing them to send responders based on up-to-date location and emergency information. With your Safety Profile, responders can arrive aware of many details they would not otherwise know. Fire crews can arrive knowing exactly how many people live in your home and where the bedrooms are located. EMS personnel can know family members' allergies or specific medical conditions. And police can access a photo of a missing family member in seconds rather than minutes or hours, helping the search start faster.

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# Memo

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To: Board of Supervisors  
From: Jon Altshul  
Re: Long-Range Planning Session  
Date: May 17, 2018

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## **Long-Term Projections**

Based on the best available information, East Goshen will not require a tax increase until 2027. As you know, the Township's financial policies require that we maintain a fund balance of 20% of annual revenues in the General Fund, plus 5% of general fund annual revenues in the Operating Reserve Fund. The forecast presented today envisions us breaching that 25% threshold in 2027. Nevertheless, the Board should be aware that significant draws on our reserves could imperil our Aaa credit rating before that time. Therefore, the Board may wish to consider revenue enhancements as early as 2023 or 2024—when reserves are expected to be about 50% of annual revenues—to avoid a downgrade and ensure the Township is able to access credit markets at the lowest possible rates.

With that said, and to avoid any misunderstandings, we have been projecting the need for a future tax increase for a very long time, and each forecast fails to account for the annual surpluses we have consistently run. As a point of reference, at the 2012 long range planning session—my first—I projected that the Township would need a tax increase in 2016 or 2017. Clearly, this did not come to pass. I make this point not to criticize my own forecasting or to lull the Board into complacency about the need for fiscal restraint, but simply to observe that long-range forecasting is a remarkably error-riddled exercise since it is impossible to predict when we will receive one-time bumps in revenue.

In any event, as a simple rule of thumb, each 0.1 mill increase in the real estate tax rate generates about \$160,000 in additional revenue and adds about \$25 to a “typical” homeowner's real estate bill.

## **Assumptions**

- The forecast assumes long-term inflation of 2%, which is consistent with Federal Reserve forecasts. On the flip side, the assumption assumes 2% growth in EIT (i.e. wage growth) and real estate transfer tax (housing prices), both of which are more conservative than medium-term forecasts.
- Police costs are based on WEGO's 2019-2023 forecasts and then adjusted out five more years, with additional assumptions layered in about starting officer salaries and the Thornbury contract beyond 2018.
- As a cushion for unknowable future expenses, I have assumed an additional \$30,000 in administrative expenses, \$35,000 for Public Works and \$15,000 for Parks & Recreation annually. In selected other line items, I have erred on the side of being conservative in future budget forecasts.
- The forecast reflects \$75,000 (plus \$12,000 in routine pond treatment costs, for a total of \$87,000) in annual expenses in 2019-2023 for the remediation of the remaining five ponds after

the Marydell pond work is completed. These figures are in line with the Natural Lands report, assuming that the dredging work is completed in house. Tentatively, the Bow Tree I Pond (southern-most pond in Bow Tree) is scheduled to be dredged beginning in 2019.

- This assumes \$60,000 in annual stormwater material expenses (after completion of the storm sewer repair in the Meadows), which, over the life of the next MS4 permit cycle, is probably very conservative.
- This assumes \$54,000 per year beginning in 2019 for litter collection (see discussion item below)
- Among other revenue line-items (besides EIT and Real Estate Transfer Tax), Real Estate Property Tax, Local Services Tax and Building Permits are projected to remain flat, while interest income is projected to gradually fall as rising interest rates are offset by less investable fund balance.
- The forecast reflects \$15,000 annually for new signage in 2019-2021 and an additional \$25,000 for a new website design next year, but otherwise does not reflect any costs of implementing the Paoli Pike Corridor Master Plan.

### Economic Indicators

Private sector and government economic forecasters anticipate continued strong economic growth over the next several years, with a gradual increase in interest rate and continued full employment, as shown in the table below.

	2018	2019	2020	Long-term
<b>Unemployment</b>	3.9% (PNC) 3.8% (Fed Res)	3.6% (PNC) 3.6% (Fed Res)	3.6% (Fed Res)	4.5% (Fed Res)
<b>Inflation (CPI)</b>	2.5% (PNC) 1.9% (Fed Res)	2.1% (PNC) 2.0% (Fed Res)	2.1% (Fed Res)	2.0% (Fed Res)
<b>Housing prices (Case Schiller)</b>	5.1% (PNC)	2.2% (PNC)		
<b>Wage Growth</b>	2.9% (PNC)	3.8% (PNC)		
<b>Interest Rates (Federal Funds Rate)</b>	1.65% (PNC) 2.1% (Fed Res)	2.39% (PNC) 2.9% (Fed Res)	3.4% (Fed Res)	2.9% (Fed Res)

Sources: PNC, National Economic Outlook, March 2018 & Economic Projections of Federal Reserve Board Members, March 2018

### Implementation of Paoli Pike Corridor Master Plan

This year we are taking the following steps to implement the PPCMP:

- Develop zoning overlay for corridor
- Develop new Township brand
- Purchase selected new signs and integrate new brand into letterhead, website, etc

However, these expenditures represent a rounding error compared to the \$6.7 million cost of implementing the entire PPCMP. Simply put, staff seeks formal guidance from the Board on how we should proceed with and/or prioritize these projects over the short and long-term. I have attached a copy of Appendix D (Engineer’s Opinion of Costs) from the PPCMP for context.

## Website redesign

The Township has been leapfrogged by other municipalities with respect to our website design. A business is its website. More than ever, it is the “Director of First Impressions”. As mentioned above, the budget forecast includes \$25,000 in next year’s budget for this purpose. This project is also a logical next step after the Township develops a new brand design later this year.

## Litter Pick-up

In response to concerns raised by Mike, staff has discussed instituting a road litter program with AJ Blosenski. To that end, the long-term forecast includes \$54,000 per year, beginning in 2019, to reflect this additional cost. Note that because of the large percentage of the Township not served by the Township’s refuse contract, this cost would need to be borne by the general fund to prevent a “free rider” problem.

## Consider heavier use of PLGIT P-Card for routine purchases

PLGIT provides rebates to municipalities based on their annual P-card “spend”, as shown below.

Volume (Sept 1-August 31)	Rebate
\$50,000-\$99,000	0.3%
\$100,000-\$499,999	0.6%
\$500,000-\$999,999	0.8%
\$1m-\$2.5m	1.0%
\$2.5m-\$5m	1.1%

For perspective in 2017, we charged a little under \$50,000 to the P-card. Barb has identified approximately 30 vendors that accept credit card payments with no fees (list is attached). Most of these are for routine payments (PECO, Verizon, Aqua, CCSWA, Blosenski) or familiar vendors with whom we have long-standing relationships (e.g. Buckley Brion, Highway Materials). **Collectively, we spend slightly over \$2 million per year with these vendors, meaning that we’d be eligible for a rebate of over \$20,000.**

PLGIT uses a September-August year to calculate the rebate, meaning that if we increased our use of the P-Card now, the first major rebate would not be awarded until early fall 2019. We project that a \$20,000 rebate would be allocated across the general fund, sewer fund and refuse fund as follows:

General Fund	Sewer Fund	Refuse Fund	Total
\$5,000	\$2,500	\$12,500	<b>\$20,000</b>

After discussing this matter with Barb and AMS, we would propose the following system to take advantage of these rebates while continuing to ensure that the BOS can exercise oversight of the Township’s finances:

- 1) We obtain a new p-card for the Finance Department (currently Rick, Mark M and Jason have p-cards).

- 2) Purchases that we'd like to make on the p-card—other than those made by Rick, Mark and Jason—would be included in a separate batch in the Treasurer's report from payments made by check.
- 3) For accounting purposes, it is straight-forward for Barb to enter these requisitions as credit card payments in AMS. Basically, instead of entering a check number in AMS, Barb would simply enter "CC" for credit card. As a result, we would still be able to search all payments by vendor, regardless of how the purchase was made.
- 4) We would sometimes need to follow Resolution 09-21 (which authorizes staff to make payments prior to approval by the Board) if a due date fell before the next BOS meeting, but this would be no different than the current process for cutting paper checks and regardless, the payment would be on the next Treasurer's Report, even if it was paid in advance.
- 5) Ordinary p-card purchases made by Rick, Mark or Jason for things like seminars, meals, hotels and random supplies would appear in the Credit Card section of Treasurer Reports, as they do presently, but now along with those p-card payments made by the Finance Department. Those p-card purchases already approved by the Board that appear on the credit card statement would be denoted as "already approved" in the report that the Board receives.

For these reasons, I recommend that the BOS authorize increased use of the P-Card to the vendors listed (as well as any replacement vendors to those listed), as well as for continued routine purchases for which the P-Card would normally be used. I have attached a recent article from the *Inquirer* for your reference.

### **Payment Portal**

A payment portal would allow residents to view their sewer and refuse balance on line and manage either one-time or recurring payments. The portal would also allow residents to receive email bills in addition to or in lieu of paper bills.

We have identified a payment portal solution (Paymentus) that interfaces directly with AMS, so Brian will not have to manually re-enter payments into AMS. Paymentus was recommended to us by AMS because of how well the two software systems work together. Paymentus also offers a mobile app standard and, for an additional one-time fee of \$5,000, the ability to email bills or pay by text message. Paymentus expects that a portal would require less than 90 days to go live.

The cost of the portal would depend on whether the service fees would be absorbed by the Township or paid by the user. The only one-time costs would be for email bills (\$5,000) and a card reader (\$250).

- 1) If the Township absorbs the fee, Paymentus would charge us \$2.25/transaction<sup>1</sup>
- 2) If the user absorbs the fee, Paymentus would charge us \$4.50/transaction<sup>1</sup>

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<sup>1</sup> The per transaction cost works in increments of \$500. So, for example a payment of \$800 would correspond with \$4.50 (\$2.25+\$2.25) under the Township-absorbed model and \$9.00 (\$4.50+\$4.50) under the user-absorbed model. We would expect that the vast majority of payments would be for under \$500. Brian estimates that we currently receive about 5 credit card payments per year in amounts over \$500.

There are 5,005 total utility accounts in the Township, so assuming every resident paid through the portal 4x per year, the maximum annual cost with a Township absorbed fee model would be \$45,045, excluding one-time fees. Realistically, however, no more than 1/5th of the accounts will actually use the portal to pay bills, so the actual costs would probably be about \$9,000 per year.

Currently, ratepayers can pay utility bills in one of three ways:

1) By sending their payment to the M&T lockbox in Baltimore (either manually or via on-line banking)

- We pay M&T \$8,400 per year for this service, which drastically reduces the amount of time Brian spends on processing payments, but frequently results in posting errors that can be labor-intensive to research and correct.
- Approximately 43% of payments are received through the lockbox.

2) By sending (or dropping off) their payment directly to the Township (either manually or via on-line banking)

- We estimate that the Township's labor costs for processing manual payments works out to about 30 cents per bill, although that labor cost would be incurred regardless of whether Brian was processing manual payments or not.
- Over 54% of payments are received this way, meaning that the Township incurs about \$6,000 per year in labor costs to process them.

3) By paying on-line on the Township's Municipay platform. Municipay does not interface with AMS, so Brian needs to manually enter the payments in AMS.

- Municipay charges the greater of \$3 or 2.65%; ratepayers can also pay by echeck for a flat \$1.50. All fees are borne by ratepayers.
- Approximately 3% of payments are made by credit card. Therefore, back of the envelope, the Township's labor costs are about \$1,800 per year to manually enter the payments.
- If we had a payment portal, there would no longer be a need for Municipay for utility bills.



**Bottom Line:** A Payment Portal would draw payments away from the Lockbox and Municipay, but probably have a negligible impact on payments made to the Township building. Ultimately, the cost of a payment portal is roughly in line with the cost of the lockbox.

Note that we'd also realize modest savings long-term from portal users who opt out of receiving paper bills (i.e. we'd save about \$.38/bill on postage and \$.08/bill on invoice paper), although it is impossible to predict how many people will opt out of a paper bill.

To begin with, we would offer this portal only for utility bills, as a payment portal for Real Estate Taxes raises a host of separate and not easily resolved issues.

From a policy standpoint, there are two issues that the BOS needs to think about:

1) Clearly, offering a robust payment portal is long overdue in 2018. Ratepayers should have this type of IT solution, as they would for their PECO, Aqua, cable or wireless bill, even if no other Township offers anything like this. By offering this service first, others will follow suit.

2) Arguably, it's unfair to ratepayers paying by check having to subsidize those paying by credit card or text message, but the fact that the Township-absorbed fee model is so much cheaper than the user-fee model undermines that argument. Ultimately \$9,000 is a drop in the bucket compared to nearly \$4.5 million in combined sewer and trash bills annually.

I have attached selected pages from Paymentus's slide presentation that Brian and I viewed two months ago.

### **Sustainability Initiative**

David and Jason have been analyzing best practices around sustainable communities. A worksheet on this issue is attached for general discussion.

### **Public Works Requests**

#### **Items not currently in 2018-2022 CIP**

- We are scheduled to replace a pick-up truck in 2019. However, Mark would like to purchase a small dump truck (e.g. a Ford F550) instead at an additional cost of \$35,000. This larger truck will allow Public Works to more efficiently haul heavy materials (gravel, dirt) than they can currently in an F350 and at the same time, allow for Township dump trucks to access driveways, right of ways and easements without inadvertently turving lawns, as sometimes happens with the larger dump trucks. Note that this additional cost, which would need to come from the General Fund, is not reflected in the long-range budget.
- Replace Township Building Roof (as opposed to Garage roof) in 2023, which offers an opportunity for solar panel installation.
- Route 352 and King Road. After completion of the Interactive Signals on West Chester Pike and the Boot Road restriping, I anticipate that we'll have about \$386,000 available in non-impact fee transportation funds available for any improvements to the King Road/Rte 352 intersection. Assuming our share of any improvements is \$1 million and we can secure a grant with a matching requirement of 40% or less, this project will therefore have no impact on taxpayer funds.

### **Sewer/Municipal Authority**

Note that the 2018-2022 CIP did not reflect any funding for the proposed caustic soda system. This system is needed to avoid having to manually add caustic soda, which is both dangerous and inefficient. We might propose amending the CIP this year to include \$170,000 for this project in 2020, and then not beginning the SBR Tank Improvements (one per year for three years at a cost of about \$125,000 annually) until 2021. It's important to stress that we are carefully timing all Municipal Authority projects to avoid one-time spikes in sewer rates.



In addition, the generators at Ridley Creek and Hershey's Mill Pump Station, both of which date back to 1996, will need to be replaced soon. These replacements are not reflected in the current CIP. However, they are fully depreciated and can be replaced with funds from the Sewer Capital Reserve Fund with no impact on rates.

## Annual Planning Session Forecast, 2019-2028

Account Title	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	Avg Inc. 2019-2028
BEGINNING FUND BALANCE*					8,035,644	7,680,578	7,298,980	7,098,330	6,783,299	6,372,829	5,872,345	5,447,934	4,855,877	4,069,248	3,104,717	
EMERGENCY SERVICES EXPENSES	4,029,662	4,090,894	4,156,575	4,543,688	4,101,440	4,470,493	4,602,062	4,746,105	4,907,555	5,048,681	5,147,763	5,326,529	5,515,778	5,731,211	5,928,422	3.2%
PUBLIC WORKS EXPENSES	2,436,092	2,556,554	2,782,793	2,435,170	2,637,576	2,712,934	2,779,569	2,847,762	2,911,516	2,957,379	3,027,070	3,098,644	3,195,656	3,247,665	3,325,231	2.3%
ADMINISTRATION EXPENSES	1,793,139	1,606,092	1,692,968	1,796,279	2,218,972	1,947,976	1,950,523	1,989,678	2,058,723	2,020,682	2,070,216	2,121,275	2,173,917	2,228,204	2,284,201	1.8%
ZONING/PERMITS/CODES EXPENSES	392,097	518,582	391,629	424,069	465,911	472,056	483,295	494,850	510,924	527,627	544,987	563,038	581,813	601,348	621,679	3.1%
PARK AND RECREATION EXPENSES	549,468	541,579	654,697	675,456	690,256	602,046	611,805	621,814	635,241	649,153	591,573	606,526	619,037	635,131	651,838	1.0%
<b>TOTAL CORE FUNCTION EXPENSES</b>	<b>9,200,457</b>	<b>9,313,701</b>	<b>9,678,663</b>	<b>9,874,661</b>	<b>10,114,155</b>	<b>10,205,505</b>	<b>10,427,253</b>	<b>10,700,210</b>	<b>11,023,958</b>	<b>11,203,521</b>	<b>11,381,609</b>	<b>11,716,013</b>	<b>12,086,202</b>	<b>12,443,559</b>	<b>12,811,371</b>	<b>2.6%</b>
EMERGENCY SERVICES REVENUES	72,302	71,533	61,694	71,773	77,628	78,421	79,229	80,054	80,895	81,753	82,628	83,520	84,431	85,359	86,306	1.1%
PUBLIC WORKS REVENUES	870,332	832,631	1,149,265	940,177	1,010,195	1,034,108	1,058,628	1,083,770	1,084,793	1,111,230	1,138,339	1,166,139	1,194,648	1,223,885	1,253,869	2.2%
ADMINISTRATION REVENUES	508,068	353,853	369,365	376,317	334,024	319,544	323,938	328,419	424,550	354,213	358,969	363,820	368,768	373,816	378,966	2.5%
ZONING/PERMITS/CODES REVENUES	397,559	439,042	336,600	262,958	259,725	259,725	259,725	259,725	259,725	259,725	259,725	259,725	259,725	259,725	259,725	0.0%
PARK AND RECREATION REVENUES	112,394	141,785	148,778	212,125	140,976	122,587	124,688	126,832	129,019	131,249	133,524	135,844	138,211	140,626	143,088	1.7%
<b>TOTAL CORE FUNCTION REVENUES</b>	<b>1,960,656</b>	<b>1,838,843</b>	<b>2,065,702</b>	<b>1,863,350</b>	<b>1,822,548</b>	<b>1,814,384</b>	<b>1,846,208</b>	<b>1,878,800</b>	<b>1,978,981</b>	<b>1,938,169</b>	<b>1,973,185</b>	<b>2,009,049</b>	<b>2,045,784</b>	<b>2,083,411</b>	<b>2,121,954</b>	<b>1.8%</b>
<b>NET EMERGENCY SERVICES</b>	<b>3,957,360</b>	<b>4,019,361</b>	<b>4,094,881</b>	<b>4,471,915</b>	<b>4,023,812</b>	<b>4,392,073</b>	<b>4,522,833</b>	<b>4,666,052</b>	<b>4,826,660</b>	<b>4,966,929</b>	<b>5,065,135</b>	<b>5,243,009</b>	<b>5,431,348</b>	<b>5,645,852</b>	<b>5,842,115</b>	<b>3.2%</b>
<b>NET PUBLIC WORKS</b>	<b>1,565,759</b>	<b>1,723,923</b>	<b>1,633,528</b>	<b>1,494,993</b>	<b>1,627,381</b>	<b>1,678,826</b>	<b>1,720,941</b>	<b>1,763,992</b>	<b>1,826,723</b>	<b>1,846,149</b>	<b>1,888,731</b>	<b>1,932,505</b>	<b>2,001,008</b>	<b>2,023,780</b>	<b>2,071,362</b>	<b>2.4%</b>
<b>NET ADMINISTRATION</b>	<b>1,285,071</b>	<b>1,252,239</b>	<b>1,323,603</b>	<b>1,419,962</b>	<b>1,884,948</b>	<b>1,628,433</b>	<b>1,626,585</b>	<b>1,661,258</b>	<b>1,634,173</b>	<b>1,666,469</b>	<b>1,711,248</b>	<b>1,757,455</b>	<b>1,805,149</b>	<b>1,854,388</b>	<b>1,905,236</b>	<b>1.8%</b>
<b>NET ZONING/PERMITS/CODES</b>	<b>(5,463)</b>	<b>79,539</b>	<b>55,029</b>	<b>161,110</b>	<b>206,186</b>	<b>212,331</b>	<b>223,570</b>	<b>235,125</b>	<b>251,199</b>	<b>267,902</b>	<b>285,262</b>	<b>303,313</b>	<b>322,088</b>	<b>341,623</b>	<b>361,954</b>	<b>6.1%</b>
<b>NET PARK AND RECREATION</b>	<b>437,073</b>	<b>399,794</b>	<b>505,919</b>	<b>463,330</b>	<b>549,280</b>	<b>479,460</b>	<b>487,116</b>	<b>494,982</b>	<b>506,222</b>	<b>517,904</b>	<b>458,049</b>	<b>470,682</b>	<b>480,825</b>	<b>494,506</b>	<b>508,750</b>	<b>0.8%</b>
<b>CORE FUNCTION NET SUBTOTAL</b>	<b>7,239,801</b>	<b>7,474,857</b>	<b>7,612,960</b>	<b>8,011,310</b>	<b>8,291,607</b>	<b>8,391,121</b>	<b>8,581,045</b>	<b>8,821,409</b>	<b>9,044,977</b>	<b>9,265,352</b>	<b>9,408,425</b>	<b>9,706,964</b>	<b>10,040,418</b>	<b>10,360,149</b>	<b>10,689,417</b>	<b>2.7%</b>
DEBT - PRINCIPAL	456,000	476,000	498,000	521,000	549,000	574,000	349,999	362,998	376,999	392,000	320,000	330,000	335,000	340,000	350,000	n/a
DEBT - INTEREST	189,723	170,420	150,271	147,380	249,458	224,399	203,872	188,758	173,076	156,789	141,400	135,000	128,400	121,700	114,475	n/a
<b>TOTAL DEBT SERVICE</b>	<b>645,723</b>	<b>646,420</b>	<b>648,271</b>	<b>668,380</b>	<b>798,458</b>	<b>798,399</b>	<b>553,871</b>	<b>551,756</b>	<b>550,075</b>	<b>548,789</b>	<b>461,400</b>	<b>465,000</b>	<b>463,400</b>	<b>461,700</b>	<b>464,475</b>	<b>-5.2%</b>
<b>TOTAL CORE FUNCTION NET</b>	<b>7,885,523</b>	<b>8,121,277</b>	<b>8,261,231</b>	<b>8,679,690</b>	<b>9,090,065</b>	<b>9,189,520</b>	<b>9,134,916</b>	<b>9,373,165</b>	<b>9,595,052</b>	<b>9,814,141</b>	<b>9,869,825</b>	<b>10,171,964</b>	<b>10,503,818</b>	<b>10,821,849</b>	<b>11,153,892</b>	<b>2.2%</b>
<b>NON-CORE FUNCTION REVENUE</b>																
EARNED INCOME TAXES	4,617,402	4,603,401	4,957,049	4,979,900	5,181,600	5,285,232	5,390,937	5,498,755	5,608,730	5,720,905	5,835,323	5,952,030	6,071,070	6,192,492	6,316,341	2.0%
REAL ESTATE PROPERTY TAX	2,007,210	1,999,431	2,032,973	2,028,636	2,026,129	2,026,129	2,026,129	2,026,129	2,026,129	2,026,129	2,026,129	2,026,129	2,026,129	2,026,129	2,026,129	0.0%
REAL ESTATE TRANSFER TAX	539,481	1,043,058	686,792	1,209,969	575,000	586,500	598,230	610,195	622,398	634,846	647,543	660,494	673,704	687,178	700,922	2.0%
CABLE TV FRANCHISE TAX	450,651	462,319	470,236	476,562	489,600	499,392	509,380	519,567	529,959	540,558	551,369	562,397	573,644	585,117	596,820	2.0%
LOCAL SERVICES TAX	315,862	324,382	374,624	344,447	348,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	0.0%
OTHER INCOME	35,585	30,852	33,682	69,695	74,670	74,670	74,670	69,670	64,670	59,670	54,670	49,670	44,670	39,671	34,672	-8.1%
<b>TOTAL NON CORE FUNCTION REVENUE</b>	<b>7,966,191</b>	<b>8,463,444</b>	<b>8,555,356</b>	<b>9,109,208</b>	<b>8,694,999</b>	<b>8,821,923</b>	<b>8,949,345</b>	<b>9,074,316</b>	<b>9,201,887</b>	<b>9,332,109</b>	<b>9,465,035</b>	<b>9,600,719</b>	<b>9,739,218</b>	<b>9,880,587</b>	<b>10,024,884</b>	<b>1.4%</b>
<b>NET RESULT</b>	<b>80,667</b>	<b>342,167</b>	<b>294,124</b>	<b>429,518</b>	<b>(395,066)</b>	<b>(367,597)</b>	<b>(185,570)</b>	<b>(298,849)</b>	<b>(393,165)</b>	<b>(482,032)</b>	<b>(404,790)</b>	<b>(571,245)</b>	<b>(764,600)</b>	<b>(941,262)</b>	<b>(1,129,008)</b>	
ENDING FUND BALANCE					7,640,578	7,312,980	7,113,410	6,799,481	6,390,134	5,890,796	5,467,555	4,876,690	4,091,277	3,127,986	1,975,708	
ENDING FUND BALANCE AS % OF EXP					70.0%	66.5%	64.8%	60.4%	55.2%	50.1%	46.2%	40.0%	32.6%	24.2%	14.9%	

**Municipality:** East Goshen Township, Chester County, PA  
**Project Name:** Paoli Pike Corridor Master Plan  
**Project Number:** 816646.11

**Plan Title:** Paoli Pike Corridor Master Plan Concepts 1 - 7  
**Roadway(s):** Paoli Pike (SR 2014)  
**Project Description:** Refer to Destination Paoli Pike - Paoli Pike Corridor Master Plan Report

**Unit Costs Last Revised:** 8/3/2017  
**Source:** ECMS Bid Price History and Similar Project Experience

**Disclaimer:** McMahon Associates, Inc. has provided this opinion of cost as requested by the client. Please note that opinions of cost are subject to change based on plan/design revisions, fluctuations in unit costs, field conditions, and differences in locale. Opinions of cost are provided for use in budgeting, but in no way intended to be construed as a final cost for the project. Final costs are contingent only on actual bids from contractors. McMahon Associates, Inc. will not be held responsible for differences between this opinion of cost and contractor bid costs.

Estimate No.	Description	Project Overview Page Number	Conceptual Plan Figure Number	Cost
1	Traffic Calming between Airport Road and Ellis Lane	4-5	4.3	\$983,800.00
2	Traffic Calming at Township Park Entrance (East)	4-6	4.4	\$660,280.00
3	Traffic Calming at Line Road	4-6	4.5	\$412,000.00
4	Boot Road Path	3-8	3.7	\$550,190.00
5	Reservoir Road Path	3-10	3.8	\$237,940.00
6	Reservoir Road Shared Lane	3-11	3.9	\$30,200.00
7	Goshenville Streetscape Enhancements	5-4	5.3	\$3,804,030.00
	<b>Total Cost</b>			<b>\$6,678,440.00</b>

General Notes:

1. Refer to the intersection spreadsheet details relating to cost calculations and individual intersection assumptions.
2. Contingency and inspection percentages are based on PennDOT Pub. 352. Inflation is not included; costs provided are in 2017 dollars.
3. Further evaluation of the existing signalized intersections within the project limits is required during the preliminary engineering of the project. This evaluation may result in the identification of other improvements and costs not identified within this Engineer's Conceptual Opinion of Cost.
4. The Engineer's Conceptual Opinion of Cost does not include relocating or resetting existing underground utilities within the limits of the project or the provision of any future utilities. Impacts to existing underground utilities will need to be determined during the preliminary engineering of the project through subsurface utility engineering. **Due to visible evidence of subsurface utilities within the project area (underground electric, water, sewer, gas and telecommunication) it is recommended (and likely required by law) that utility test pits be performed during the preliminary engineering of the project.**
5. The Utility Relocations cost is a rough estimate based on relocating existing surface utilities (poles, hydrants, etc.) identified through aerial imagery and limited field views. **Underground utility relocations are not included in this estimate.** These costs are subject to change through the development of the project and based on the Utility owner's rights.
6. Estimates of existing and required right of way were developed based on GIS data obtained from Chester County. Existing legal right-of-way lines or property lines have not been independently verified through field survey or deed research. Existing legal rights-of-way and existing property lines, as well as the size and location of any required rights-of-way (temporary or permanent), will need to be determined during the preliminary engineering of the project.
7. The following costs are rough estimates for budgeting purposes only: Engineering and Permitting, Utility Relocations, and Right of Way. The costs associated with these items will need to be determined through the development of the project.

Item No.	Description	Comment	Unit	Quantity	Unit Cost	Cost
<b>Standard Items</b>						
1	Clearing and Grubbing		LS	1	\$5,000.00	\$5,000.00
2	Class 1 Excavation		CY	650	\$65.00	\$42,250.00
3	Foreign Borrow		CY	236	\$75.00	\$17,700.00
4	Grading (includes topsoil and seeding)		SY	0	\$15.00	\$0.00
5	Full Depth Bituminous Pavement + Wearing Course (8" Bituminous Base Course & 8" Subbase)		SY	500	\$125.00	\$62,500.00
6	Driveway Adjustments		SY	0	\$60.00	\$0.00
7	Milling and Bituminous Overlay (including Tack Coat)		SY	0	\$25.00	\$0.00
8	Plain Cement Concrete Curb		LF	526	\$45.00	\$23,670.00
9	Plain Cement Mountable Curb		LF	1,450	\$50.00	\$72,500.00
10	Drainage Upgrades	New Drainage Structures/Pipe	LS	1	\$105,000.00	\$105,000.00
11	6" Base Drain		LF	530	\$13.00	\$6,890.00
12	Guide Rail		LF	38	\$55.00	\$2,090.00
13	Construction Surveying, Schedule, Equipment Package		LS	1	\$7,500.00	\$7,500.00
14	4" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	1,460	\$1.50	\$2,190.00
15	4" White Pavement Markings, Hot Thermoplastic Paint		LF	2,200	\$1.50	\$3,300.00
16	6" White Pavement Markings, Hot Thermoplastic Paint		LF	0	\$2.00	\$0.00
17	24" White Pavement Markings, Hot Thermoplastic Paint		LF	945	\$8.00	\$7,560.00
18	24" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	90	\$8.00	\$720.00
19	Marking Legend, "ONLY", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
20	Marking Legend, "ARROW", Hot Thermoplastic Paint		EA	3	\$160.00	\$480.00
21	Marking Legend, "Shared Lane"		EA	0	\$450.00	\$0.00
22	Signage		EA	6	\$150.00	\$900.00
23	Overhead Lane Use Control		EA	1	\$15,000.00	\$15,000.00
24	Pervious Pavement Path		SY	0	\$90.00	\$0.00
25	Cement Concrete Sidewalk		SY	0	\$100.00	\$0.00
26	ADA Accessible Curb Ramp		EA	5	\$6,500.00	\$32,500.00
27	Traffic Signal Upgrades		LS	1	\$65,000.00	\$65,000.00
28	Rapid Rectangular Flashing Beacon		LS	0	\$30,000.00	\$0.00
<b>Special Items</b>						
29	Post Construction Stormwater Management		LS	1	\$50,000.00	\$50,000.00
30	Split Rail Fence		LF	0	\$22.00	\$0.00
31	Sidewalk Protective Fence, Vinyl-Coated Steel		LF	0	\$184.00	\$0.00
32	Landscape Restoration		SF	0	\$35.00	\$0.00
33	Miscellaneous Relocations		LS	0	\$0.00	\$0.00
34	Grade Separating Wall		SF	0	\$60.00	\$0.00
<b>Streetscaping Items</b>						
35	Flush Stamped Asphalt Median		SY	0	\$160.00	\$0.00
36	Landscape Median Area		SF	2,400	\$8.50	\$20,400.00
37	Hardscape Median Area		SF	1,350	\$19.00	\$25,650.00
38	Street Trees		EA	0	\$800.00	\$0.00
39	Pedestrian Scale Street Light		EA	0	\$14,300.00	\$0.00
40	Vertical Banner		EA	0	\$425.00	\$0.00
41	<b>Subtotal Construction Cost</b>	<b>Items 1 - 40</b>				<b>\$568,800.00</b>
42	Maintenance and Protection of Traffic	Approx. 8% of Item 41				\$46,000.00
43	Erosion and Sediment Control	Approx. 2.5% of Item 41				\$15,000.00
44	Mobilization	Approx. 5% of Item 41				\$29,000.00
45	Contingency	Approx. 10% of Items 41 - 44				\$66,000.00
46	<b>Total Construction Cost</b>	<b>Items 41 - 45</b>				<b>\$724,800.00</b>
47	Construction Inspection	15% of Item 46				\$109,000.00
48	<b>Total Construction + Inspection</b>	<b>Items 46 - 47</b>				<b>\$833,800.00</b>
49	Engineering and Permitting	Approx. 20% of Item 46				\$145,000.00
50	Utilities		LS	0	\$0.00	\$0.00
51	Right-of-Way	Rough Estimate	LS	1	\$5,000.00	\$5,000.00
52	<b>Total Project Cost (2017 Dollars)</b>	<b>Items 48 - 51</b>				<b>\$983,800.00</b>

**Assumptions & Notes:**

- Necessary drainage upgrades subject to stormwater analysis during preliminary engineering

Item No.	Description	Comment	Unit	Quantity	Unit Cost	Cost
<b>Standard Items</b>						
1	Clearing and Grubbing		LS	1	\$5,000.00	\$5,000.00
2	Class 1 Excavation		CY	850	\$65.00	\$55,250.00
3	Foreign Borrow		CY	100	\$75.00	\$7,500.00
4	Grading (includes topsoil and seeding)		SY	100	\$15.00	\$1,500.00
5	Full Depth Bituminous Pavement + Wearing Course (8" Bituminous Base Course & 8" Subbase)		SY	1,226	\$125.00	\$153,250.00
6	Driveway Adjustments		SY	0	\$60.00	\$0.00
7	Milling and Bituminous Overlay (including Tack Coat)		SY	0	\$25.00	\$0.00
8	Plain Cement Concrete Curb		LF	456	\$45.00	\$20,520.00
9	Plain Cement Mountable Curb		LF	800	\$50.00	\$40,000.00
10	Drainage Upgrades		LS	0	\$0.00	\$0.00
11	6" Base Drain		LF	0	\$13.00	\$0.00
12	Guide Rail		LF	0	\$55.00	\$0.00
13	Construction Surveying, Schedule, Equipment Package		LS	1	\$5,000.00	\$5,000.00
14	4" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	1,360	\$1.50	\$2,040.00
15	4" White Pavement Markings, Hot Thermoplastic Paint		LF	1,160	\$1.50	\$1,740.00
16	6" White Pavement Markings, Hot Thermoplastic Paint		LF	0	\$2.00	\$0.00
17	24" White Pavement Markings, Hot Thermoplastic Paint		LF	250	\$8.00	\$2,000.00
18	24" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	40	\$8.00	\$320.00
19	Marking Legend, "ONLY", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
20	Marking Legend, "ARROW", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
21	Marking Legend, "Shared Lane"		EA	0	\$450.00	\$0.00
22	Signage		EA	6	\$150.00	\$900.00
23	Overhead Lane Use Control		EA	0	\$15,000.00	\$0.00
24	Pervious Pavement Path		SY	0	\$90.00	\$0.00
25	Cement Concrete Sidewalk		SY	0	\$100.00	\$0.00
26	ADA Accessible Curb Ramp		EA	2	\$6,500.00	\$13,000.00
27	Traffic Signal Upgrades		LS	1	\$30,000.00	\$30,000.00
28	Rapid Rectangular Flashing Beacon		LS	0	\$30,000.00	\$0.00
<b>Special Items</b>						
29	Post Construction Stormwater Management	Infiltration Trench	LS	1	\$30,000.00	\$30,000.00
30	Split Rail Fence		LF	0	\$22.00	\$0.00
31	Sidewalk Protective Fence, Vinyl-Coated Steel		LF	0	\$184.00	\$0.00
32	Landscape Restoration		SF	0	\$35.00	\$0.00
33	Miscellaneous Relocations		LS	0	\$0.00	\$0.00
34	Grade Separating Wall		SF	0	\$60.00	\$0.00
<b>Streetscaping Items</b>						
35	Flush Stamped Asphalt Median		SY	0	\$160.00	\$0.00
36	Landscape Median Area		SF	1,230	\$8.50	\$10,460.00
37	Hardscape Median Area		SF	200	\$19.00	\$3,800.00
38	Street Trees		EA	0	\$800.00	\$0.00
39	Pedestrian Scale Street Light		EA	0	\$14,300.00	\$0.00
40	Vertical Banner		EA	0	\$425.00	\$0.00
41	<b>Subtotal Construction Cost</b>	<b>Items 1 - 40</b>				<b>\$382,280.00</b>
42	Maintenance and Protection of Traffic	Approx. 8% of Item 41				\$31,000.00
43	Erosion and Sediment Control	Approx. 2.5% of Item 41				\$10,000.00
44	Mobilization	Approx. 5% of Item 41				\$20,000.00
45	Contingency	Approx. 10% of Items 41 - 44				\$45,000.00
46	<b>Total Construction Cost</b>	<b>Items 41 - 45</b>				<b>\$488,280.00</b>
47	Construction Inspection	15% of Item 46				\$74,000.00
48	<b>Total Construction + Inspection</b>	<b>Items 46 - 47</b>				<b>\$562,280.00</b>
49	Engineering and Permitting	Approx. 20% of Item 46				\$98,000.00
50	Utilities		LS	0	\$0.00	\$0.00
51	Right-of-Way		LS	0	\$0.00	\$0.00
52	<b>Total Project Cost (2017 Dollars)</b>	<b>Items 48 - 51</b>				<b>\$660,280.00</b>

Assumptions & Notes:

Item No.	Description	Comment	Unit	Quantity	Unit Cost	Cost
<b>Standard Items</b>						
1	Clearing and Grubbing		LS	1	\$5,000.00	\$5,000.00
2	Class 1 Excavation		CY	425	\$65.00	\$27,625.00
3	Foreign Borrow		CY	225	\$75.00	\$16,875.00
4	Grading (includes topsoil and seeding)		SY	376	\$15.00	\$5,640.00
5	Full Depth Bituminous Pavement + Wearing Course (8" Bituminous Base Course & 8" Subbase)		SY	650	\$125.00	\$81,250.00
6	Driveway Adjustments		SY	0	\$60.00	\$0.00
7	Milling and Bituminous Overlay (including Tack Coat)		SY	0	\$25.00	\$0.00
8	Plain Cement Concrete Curb		LF	0	\$45.00	\$0.00
9	Plain Cement Mountable Curb		LF	825	\$50.00	\$41,250.00
10	Drainage Upgrades		LS	0	\$0.00	\$0.00
11	6" Base Drain		LF	0	\$13.00	\$0.00
12	Guide Rail		LF	0	\$55.00	\$0.00
13	Construction Surveying, Schedule, Equipment Package		LS	1	\$5,000.00	\$5,000.00
14	4" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	680	\$1.50	\$1,020.00
15	4" White Pavement Markings, Hot Thermoplastic Paint		LF	120	\$1.50	\$180.00
16	6" White Pavement Markings, Hot Thermoplastic Paint		LF	0	\$2.00	\$0.00
17	24" White Pavement Markings, Hot Thermoplastic Paint		LF	280	\$8.00	\$2,240.00
18	24" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	50	\$8.00	\$400.00
19	Marking Legend, "ONLY", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
20	Marking Legend, "ARROW", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
21	Marking Legend, "Shared Lane"		EA	0	\$450.00	\$0.00
22	Signage		EA	6	\$150.00	\$900.00
23	Overhead Lane Use Control		EA	0	\$15,000.00	\$0.00
24	Pervious Pavement Path		SY	0	\$90.00	\$0.00
25	Cement Concrete Sidewalk		SY	0	\$100.00	\$0.00
26	ADA Accessible Curb Ramp		EA	0	\$6,500.00	\$0.00
27	Traffic Signal Upgrades		LS	0	\$0.00	\$0.00
28	Rapid Rectangular Flashing Beacon		LS	0	\$30,000.00	\$0.00
<b>Special Items</b>						
29	Post Construction Stormwater Management		LS	1	\$30,000.00	\$30,000.00
30	Split Rail Fence		LF	0	\$22.00	\$0.00
31	Sidewalk Protective Fence, Vinyl-Coated Steel		LF	0	\$184.00	\$0.00
32	Landscape Restoration		SF	0	\$35.00	\$0.00
33	Miscellaneous Relocations		LS	0	\$0.00	\$0.00
34	Grade Separating Wall		SF	0	\$60.00	\$0.00
<b>Streetscaping Items</b>						
35	Flush Stamped Asphalt Median		SY	0	\$160.00	\$0.00
36	Landscape Median Area		SF	1,850	\$8.50	\$15,730.00
37	Hardscape Median Area		SF	310	\$19.00	\$5,890.00
38	Street Trees		EA	0	\$800.00	\$0.00
39	Pedestrian Scale Street Light		EA	0	\$14,300.00	\$0.00
40	Vertical Banner		EA	0	\$425.00	\$0.00
41	<b>Subtotal Construction Cost</b>	Items 1 - 40				\$239,000.00
42	Maintenance and Protection of Traffic	Approx. 8% of Item 41				\$20,000.00
43	Erosion and Sediment Control	Approx. 2.5% of Item 41				\$6,000.00
44	Mobilization	Approx. 5% of Item 41				\$12,000.00
45	Contingency	Approx. 10% of Items 41 - 44				\$28,000.00
46	<b>Total Construction Cost</b>	Items 41 - 45				\$305,000.00
47	Construction Inspection	15% of Item 46				\$46,000.00
48	<b>Total Construction + Inspection</b>	Items 46 - 47				\$351,000.00
49	Engineering and Permitting	Approx. 20% of Item 46				\$61,000.00
50	Utilities		LS	0	\$0.00	\$0.00
51	Right-of-Way		LS	0	\$0.00	\$0.00
52	<b>Total Project Cost (2017 Dollars)</b>	Items 48 - 51				\$412,000.00

Assumptions & Notes:

Item No.	Description	Comment	Unit	Quantity	Unit Cost	Cost
<b>Standard Items</b>						
1	Clearing and Grubbing		LS	1	\$20,000.00	\$20,000.00
2	Class 1 Excavation		CY	250	\$120.00	\$30,000.00
3	Foreign Borrow		CY	50	\$75.00	\$3,750.00
4	Grading (includes topsoil and seeding)		SY	610	\$15.00	\$9,150.00
5	Full Depth Bituminous Pavement + Wearing Course (8" Bituminous Base Course & 8" Subbase)		SY	26	\$125.00	\$3,250.00
6	Driveway Adjustments		SY	0	\$60.00	\$0.00
7	Milling and Bituminous Overlay (including Tack Coat)		SY	0	\$25.00	\$0.00
8	Plain Cement Concrete Curb		LF	50	\$45.00	\$2,250.00
9	Plain Cement Mountable Curb		LF	0	\$50.00	\$0.00
10	Drainage Upgrades		LS	0	\$0.00	\$0.00
11	6" Base Drain		LF	0	\$13.00	\$0.00
12	Guide Rail		LF	0	\$55.00	\$0.00
13	Construction Surveying, Schedule, Equipment Package		LS	1	\$5,000.00	\$5,000.00
14	4" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	0	\$1.50	\$0.00
15	4" White Pavement Markings, Hot Thermoplastic Paint		LF	0	\$1.50	\$0.00
16	6" White Pavement Markings, Hot Thermoplastic Paint		LF	0	\$2.00	\$0.00
17	24" White Pavement Markings, Hot Thermoplastic Paint		LF	280	\$8.00	\$2,240.00
18	24" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	0	\$8.00	\$0.00
19	Marking Legend, "ONLY", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
20	Marking Legend, "ARROW", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
21	Marking Legend, "Shared Lane"		EA	0	\$450.00	\$0.00
22	Signage		EA	7	\$150.00	\$1,050.00
23	Overhead Lane Use Control		EA	0	\$15,000.00	\$0.00
24	Pervious Pavement Path		SY	765	\$120.00	\$91,800.00
25	Cement Concrete Sidewalk		SY	0	\$100.00	\$0.00
26	ADA Accessible Curb Ramp		EA	7	\$6,500.00	\$45,500.00
27	Traffic Signal Upgrades		LS	0	\$0.00	\$0.00
28	Rapid Rectangular Flashing Beacon	Includes 2 push buttons	LS	1	\$30,000.00	\$30,000.00
<b>Special Items</b>						
29	Post Construction Stormwater Management	Approx. 10% of Total Construction	LS	1	\$30,000.00	\$30,000.00
30	Split Rail Fence		LF	350	\$22.00	\$7,700.00
31	Sidewalk Protective Fence, Vinyl-Coated Steel		LF	0	\$184.00	\$0.00
32	Landscape Restoration		SF	100	\$35.00	\$3,500.00
33	Miscellaneous Relocations		LS	0	\$0.00	\$0.00
34	Grade Separating Wall		SF	0	\$60.00	\$0.00
<b>Streetscaping Items</b>						
35	Flush Stamped Asphalt Median		SY	0	\$160.00	\$0.00
36	Landscape Median Area		SF	0	\$8.50	\$0.00
37	Hardscape Median Area		SF	0	\$19.00	\$0.00
38	Street Trees		EA	0	\$800.00	\$0.00
39	Pedestrian Scale Street Light		EA	0	\$14,300.00	\$0.00
40	Vertical Banner		EA	0	\$425.00	\$0.00
41	<b>Subtotal Construction Cost</b>	<b>Items 1 - 40</b>				<b>\$285,190.00</b>
42	Maintenance and Protection of Traffic	Approx. 5% of Item 41				\$15,000.00
43	Erosion and Sediment Control	Approx. 2.5% of Item 41				\$8,000.00
44	Mobilization	Approx. 5% of Item 41				\$15,000.00
45	Contingency	Approx. 10% of Items 41 - 44				\$33,000.00
46	<b>Total Construction Cost</b>	<b>Items 41 - 45</b>				<b>\$356,190.00</b>
47	Construction Inspection	15% of Item 46				\$54,000.00
48	<b>Total Construction + Inspection</b>	<b>Items 46 - 47</b>				<b>\$410,190.00</b>
49	Engineering and Permitting	Approx. 25% of Item 46				\$80,000.00
50	Utilities		LS	0	\$0.00	\$0.00
51	Right-of-Way	Rough Estimate	LS	1	\$50,000.00	\$50,000.00
52	<b>Total Project Cost (2017 Dollars)</b>	<b>Items 48 - 51</b>				<b>\$550,190.00</b>

Assumptions & Notes:

- Assumes 2' of ground restoration (grading) on backside of proposed trail alignment.

Item No.	Description	Comment	Unit	Quantity	Unit Cost	Cost
<b>Standard Items</b>						
1	Clearing and Grubbing		LS	1	\$5,000.00	\$5,000.00
2	Class 1 Excavation		CY	230	\$120.00	\$27,600.00
3	Foreign Borrow		CY	0	\$75.00	\$0.00
4	Grading (includes topsoil and seeding)		SY	426	\$15.00	\$6,390.00
5	Full Depth Bituminous Pavement + Wearing Course (8" Bituminous Base Course & 8" Subbase)		SY	0	\$125.00	\$0.00
6	Driveway Adjustments		SY	0	\$60.00	\$0.00
7	Milling and Bituminous Overlay (including Tack Coat)		SY	0	\$25.00	\$0.00
8	Plain Cement Concrete Curb		LF	0	\$45.00	\$0.00
9	Plain Cement Mountable Curb		LF	0	\$50.00	\$0.00
10	Drainage Upgrades		LS	0	\$0.00	\$0.00
11	6" Base Drain		LF	0	\$13.00	\$0.00
12	Guide Rail		LF	0	\$55.00	\$0.00
13	Construction Surveying, Schedule, Equipment Package		LS	1	\$5,000.00	\$5,000.00
14	4" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	0	\$1.50	\$0.00
15	4" White Pavement Markings, Hot Thermoplastic Paint		LF	0	\$1.50	\$0.00
16	6" White Pavement Markings, Hot Thermoplastic Paint		LF	0	\$2.00	\$0.00
17	24" White Pavement Markings, Hot Thermoplastic Paint		LF	0	\$8.00	\$0.00
18	24" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	0	\$8.00	\$0.00
19	Marking Legend, "ONLY", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
20	Marking Legend, "ARROW", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
21	Marking Legend, "Shared Lane"		EA	0	\$450.00	\$0.00
22	Signage		EA	0	\$150.00	\$0.00
23	Overhead Lane Use Control		EA	0	\$15,000.00	\$0.00
24	Pervious Pavement Path		SY	405	\$120.00	\$48,600.00
25	Cement Concrete Sidewalk		SY	0	\$100.00	\$0.00
26	ADA Accessible Curb Ramp		EA	1	\$6,500.00	\$6,500.00
27	Traffic Signal Upgrades		LS	0	\$0.00	\$0.00
28	Rapid Rectangular Flashing Beacon		LS	0	\$30,000.00	\$0.00
<b>Special Items</b>						
29	Post Construction Stormwater Management	Approx. 10% of Total Construction	LS	1	\$15,000.00	\$15,000.00
30	Split Rail Fence		LF	0	\$22.00	\$0.00
31	Sidewalk Protective Fence, Vinyl-Coated Steel		LF	0	\$184.00	\$0.00
32	Landscape Restoration	Includes Tree Replacement	SF	110	\$35.00	\$3,850.00
33	Miscellaneous Relocations		LS	0	\$0.00	\$0.00
34	Grade Separating Wall		SF	0	\$60.00	\$0.00
<b>Streetscaping Items</b>						
35	Flush Stamped Asphalt Median		SY	0	\$160.00	\$0.00
36	Landscape Median Area		SF	0	\$8.50	\$0.00
37	Hardscape Median Area		SF	0	\$19.00	\$0.00
38	Street Trees		EA	0	\$800.00	\$0.00
39	Pedestrian Scale Street Light		EA	0	\$14,300.00	\$0.00
40	Vertical Banner		EA	0	\$425.00	\$0.00
41	<b>Subtotal Construction Cost</b>	<b>Items 1 - 40</b>				<b>\$117,940.00</b>
42	Maintenance and Protection of Traffic	Approx. 8% of Item 41				\$10,000.00
43	Erosion and Sediment Control	Approx. 2.5% of Item 41				\$3,000.00
44	Mobilization	Approx. 5% of Item 41				\$6,000.00
45	Contingency	Approx. 10% of Items 41 - 44				\$14,000.00
46	<b>Total Construction Cost</b>	<b>Items 41 - 45</b>				<b>\$150,940.00</b>
47	Construction Inspection	15% of Item 46				\$23,000.00
48	<b>Total Construction + Inspection</b>	<b>Items 46 - 47</b>				<b>\$173,940.00</b>
49	Engineering and Permitting	Approx. 25% of Item 46				\$38,000.00
50	Utilities		LS	0	\$0.00	\$0.00
51	Right-of-Way	Rough Estimate	LS	1	\$26,000.00	\$26,000.00
52	<b>Total Project Cost (2017 Dollars)</b>	<b>Items 48 - 51</b>				<b>\$237,940.00</b>

Assumptions & Notes:

1. Assumes 2' of ground restoration (grading) on backside of proposed trail alignment.



Item No.	Description	Comment	Unit	Quantity	Unit Cost	Cost
<b>Standard Items</b>						
1	Clearing and Grubbing		LS	0	\$0.00	\$0.00
2	Class 1 Excavation		CY	0	\$65.00	\$0.00
3	Foreign Borrow		CY	0	\$75.00	\$0.00
4	Grading (includes topsoil and seeding)		SY	0	\$15.00	\$0.00
5	Full Depth Bituminous Pavement + Wearing Course (8" Bituminous Base Course & 8" Subbase)		SY	0	\$125.00	\$0.00
6	Driveway Adjustments		SY	0	\$60.00	\$0.00
7	Milling and Bituminous Overlay (including Tack Coat)		SY	0	\$25.00	\$0.00
8	Plain Cement Concrete Curb		LF	0	\$45.00	\$0.00
9	Plain Cement Mountable Curb		LF	0	\$50.00	\$0.00
10	Drainage Upgrades		LS	0	\$0.00	\$0.00
11	6" Base Drain		LF	0	\$13.00	\$0.00
12	Guide Rail		LF	0	\$55.00	\$0.00
13	Construction Surveying, Schedule, Equipment Package		LS	0	\$7,500.00	\$0.00
14	4" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	0	\$1.50	\$0.00
15	4" White Pavement Markings, Hot Thermoplastic Paint		LF	0	\$1.50	\$0.00
16	6" White Pavement Markings, Hot Thermoplastic Paint		LF	0	\$2.00	\$0.00
17	24" White Pavement Markings, Hot Thermoplastic Paint		LF	0	\$8.00	\$0.00
18	24" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	0	\$8.00	\$0.00
19	Marking Legend, "ONLY", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
20	Marking Legend, "ARROW", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
21	Marking Legend, "Shared Lane"		EA	30	\$450.00	\$13,500.00
22	Signage		EA	18	\$150.00	\$2,700.00
23	Overhead Lane Use Control		EA	0	\$15,000.00	\$0.00
24	Pervious Pavement Path		SY	0	\$90.00	\$0.00
25	Cement Concrete Sidewalk		SY	0	\$100.00	\$0.00
26	ADA Accessible Curb Ramp		EA	0	\$6,500.00	\$0.00
27	Traffic Signal Upgrades		LS	0	\$0.00	\$0.00
28	Rapid Rectangular Flashing Beacon		LS	0	\$30,000.00	\$0.00
<b>Special Items</b>						
29	Post Construction Stormwater Management		LS	0	\$0.00	\$0.00
30	Split Rail Fence		LF	0	\$22.00	\$0.00
31	Sidewalk Protective Fence, Vinyl-Coated Steel		LF	0	\$184.00	\$0.00
32	Landscape Restoration		SF	0	\$35.00	\$0.00
33	Miscellaneous Relocations		LS	0	\$0.00	\$0.00
34	Grade Separating Wall		SF	0	\$60.00	\$0.00
<b>Streetscaping Items</b>						
35	Flush Stamped Asphalt Median		SY	0	\$160.00	\$0.00
36	Landscape Median Area		SF	0	\$8.50	\$0.00
37	Hardscape Median Area		SF	0	\$19.00	\$0.00
38	Street Trees		EA	0	\$800.00	\$0.00
39	Pedestrian Scale Street Light		EA	0	\$14,300.00	\$0.00
40	Vertical Banner		EA	0	\$425.00	\$0.00
41	<b>Subtotal Construction Cost</b>	<b>Items 1 - 40</b>				<b>\$16,200.00</b>
42	Maintenance and Protection of Traffic	Approx. 8% of Item 41				\$2,000.00
43	Erosion and Sediment Control					\$0.00
44	Mobilization	Approx. 5% of Item 41				\$1,000.00
45	Contingency	Approx. 10% of Items 41 - 44				\$2,000.00
46	<b>Total Construction Cost</b>	<b>Items 41 - 45</b>				<b>\$21,200.00</b>
47	Construction Inspection	15% of Item 46				\$4,000.00
48	<b>Total Construction + Inspection</b>	<b>Items 46 - 47</b>				<b>\$25,200.00</b>
49	Engineering and Permitting	Approx. 20% of Item 46				\$5,000.00
50	Utilities		LS	0	\$0.00	\$0.00
51	Right-of-Way		LS	0	\$0.00	\$0.00
52	<b>Total Project Cost (2017 Dollars)</b>	<b>Items 48 - 51</b>				<b>\$30,200.00</b>

Assumptions & Notes:

- Assumes routine clearing and trimming of vegetation and street sweeping, part of township routine maintenance
- Does not include speed enforcement or educational material

Item No.	Description	Comment	Unit	Quantity	Unit Cost	Cost
<b>Standard Items</b>						
1	Clearing and Grubbing		LS	1	\$25,000.00	\$25,000.00
2	Class 1 Excavation		CY	1,480	\$65.00	\$96,200.00
3	Foreign Borrow		CY	296	\$75.00	\$22,200.00
4	Grading (includes topsoil and seeding)		SY	1,280	\$15.00	\$19,200.00
5	Full Depth Bituminous Pavement + Wearing Course (8" Bituminous Base Course & 8" Subbase)		SY	626	\$125.00	\$78,250.00
6	Driveway Adjustments		SY	120	\$60.00	\$7,200.00
7	Milling and Bituminous Overlay (including Tack Coat)		SY	0	\$25.00	\$0.00
8	Plain Cement Concrete Curb		LF	2,510	\$45.00	\$112,950.00
9	Plain Cement Mountable Curb		LF	0	\$50.00	\$0.00
10	Drainage Upgrades	New Drainage Structures/Pipe	LS	1	\$120,000.00	\$120,000.00
11	6" Base Drain		LF	2,510	\$13.00	\$32,630.00
12	Guide Rail		LF	200	\$55.00	\$11,000.00
13	Construction Surveying, Schedule, Equipment Package		LS	1	\$7,500.00	\$7,500.00
14	4" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	0	\$1.50	\$0.00
15	4" White Pavement Markings, Hot Thermoplastic Paint		LF	1,860	\$1.50	\$2,790.00
16	6" White Pavement Markings, Hot Thermoplastic Paint		LF	0	\$2.00	\$0.00
17	24" White Pavement Markings, Hot Thermoplastic Paint		LF	400	\$8.00	\$3,200.00
18	24" Yellow Pavement Markings, Hot Thermoplastic Paint		LF	0	\$8.00	\$0.00
19	Marking Legend, "ONLY", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
20	Marking Legend, "ARROW", Hot Thermoplastic Paint		EA	0	\$160.00	\$0.00
21	Marking Legend, "Shared Lane"		EA	0	\$450.00	\$0.00
22	Signage		EA	18	\$150.00	\$2,700.00
23	Overhead Lane Use Control		EA	0	\$15,000.00	\$0.00
24	Pervious Pavement Path		SY	1,500	\$90.00	\$135,000.00
25	Cement Concrete Sidewalk		SY	80	\$100.00	\$8,000.00
26	ADA Accessible Curb Ramp		EA	15	\$6,500.00	\$97,500.00
27	Traffic Signal Upgrades		LS	1	\$20,000.00	\$20,000.00
28	Rapid Rectangular Flashing Beacon		LS	0	\$30,000.00	\$0.00
<b>Special Items</b>						
29	Post Construction Stormwater Management	Approx. 10% of Total Construction	LS	1	\$280,000.00	\$280,000.00
30	Split Rail Fence	Resetting Existing Fence	LF	250	\$22.00	\$5,500.00
31	Sidewalk Protective Fence, Vinyl-Coated Steel		LF	50	\$184.00	\$9,200.00
32	Landscape Restoration	Includes Trees/Shrubs	SF	2,326	\$35.00	\$81,410.00
33	Miscellaneous Relocations		LS	1	\$25,000.00	\$25,000.00
34	Grade Separating Wall		SF	225	\$60.00	\$13,500.00
<b>Streetscaping Items</b>						
35	Flush Stamped Asphalt Median		SY	800	\$170.00	\$136,000.00
36	Landscape Median Area		SF	0	\$8.50	\$0.00
37	Hardscape Median Area		SF	0	\$19.00	\$0.00
38	Street Trees		EA	15	\$800.00	\$12,000.00
39	Pedestrian Scale Street Light	Includes Conduit & Wiring	EA	56	\$14,300.00	\$800,800.00
40	Vertical Banner		EA	56	\$425.00	\$23,800.00
41	<b>Subtotal Construction Cost</b>	<b>Items 1 - 40</b>				<b>\$2,188,530.00</b>
42	Maintenance and Protection of Traffic	Approx. 8% of Item 41				\$176,000.00
43	Erosion and Sediment Control	Approx. 2.5% of Item 41				\$55,000.00
44	Mobilization	Approx. 5% of Item 41				\$110,000.00
45	Contingency	Approx. 10% of Items 41 - 44				\$253,000.00
46	<b>Total Construction Cost</b>	<b>Items 41 - 45</b>				<b>\$2,782,530.00</b>
47	Construction Inspection	12% of Item 46				\$334,000.00
48	<b>Total Construction + Inspection</b>	<b>Items 46 - 47</b>				<b>\$3,116,530.00</b>
49	Engineering and Permitting	Approx. 20% of Item 46				\$557,000.00
50	Utilities	Rough Estimate	LS	1	\$40,500.00	\$40,500.00
51	Right-of-Way	Rough Estimate	LS	1	\$90,000.00	\$90,000.00
52	<b>Total Project Cost (2017 Dollars)</b>	<b>Items 48 - 51</b>				<b>\$3,804,030.00</b>

**Assumptions & Notes:**

1. Drainage upgrades subject to stormwater analysis during preliminary engineering



## SUSTAINABLE PENNSYLVANIA COMMUNITY CERTIFICATION

The Sustainable Pennsylvania Community Certification is intended to recognize local governments in Pennsylvania for deploying the policy and practice of sustainability for their communities' prosperity. Municipal managers/secretaries are invited to complete the on-line assessment.

There are 5 possible levels of certification achievement each having separate point and validation requirements. After certification has been claimed by the municipality and accepted by the Pennsylvania Municipal League, at the certification website, the public will be able to see all criteria with 'yes' answers.

The following is a summary of the possible certification levels with points and documentation requirements noted. Documentation is to be in a form of a weblink (URL) to material (documents, reports, case studies, statements, articles, other evidence, etc.) found on the municipality's website that demonstrates and evidences 'yes' responses. The weblinks to these materials will be visible to the public. As such, the weblinks facilitating building of a resource library of best practices and serve as a tremendous resource for local government.

Achievement Level and Points	Documentation Requirements
Associate: 1–34 points	Must provide web links to 10% of affirmative responses
Bronze: 35–79 points	Must provide web links to 30% of affirmative responses
Silver: 80–135 points	Must provide web links to 50% of affirmative responses
Gold: 136–202 points	Must provide web links to 70% of affirmative responses
Platinum: 203–300 points	Must provide web links to 90% of affirmative responses

### CERTIFICATION CRITERIA

Topic #	131 Policies, Actions and Best Practices	Points
	<b>Governance and Community Engagement</b>	
<b>1</b>	<b>Municipal Operations</b>	<b>13</b>
1 A	Professional staff are employed or retained, in the areas of budgeting and finance.	1
1 B	A revenue-expenditure trend analysis is conducted annually.	1
1 C	Funds for capital-related borrowing are not used for day to day expenses.	1
1 D	Municipality routinely evaluates ability to ensure that revenue is sufficient to maintain public infrastructure, i.e., road, water, sewer, stormwater (community has an asset management based budget system).	1
1 E	Obligations for pensions/other post-employment benefits are funded for the long-term to at least 80%.	3
1 F	5-10 percent of operating funds are carried over year to year.	2
1 G	Taxation takes a balanced approach applicable to all sectors of municipal services provided and fees satisfy cost recovery.	1
1 H	Green vehicle fleet assessment has been initiated toward: using greener fuels and/or vehicles, vehicle right-sizing for the job/trip, retrofit or replace older diesel trucks or equipment with cleaner technology, or driver education about driving techniques for fuel economy.	3
<b>2</b>	<b>Community Engagement</b>	<b>12</b>

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	2	A	Civic engagement, public participation and transparency are regularly assessed and facilitated.	1
JL	2	B	A Historic Review Commission is active.	2
JL	2	C	An Environmental Advisory Council is active.	2
JA	2	D	Municipality communicates with the public via a regularly scheduled newsletter or regularly updated web based communications.	1
	2	E	All municipal-sponsored events have a sustainability-awareness component	3
JL	2	F	A program exists to actively pursue and match residents and local businesses to volunteer opportunities to better the community and assist the local government.	3
	<b>3</b>		<b>Local and Regional Cooperation</b>	<b>5</b>
	3	A	Municipality is an active participant in a Council of Governments.	1
Ainc	3	B	The municipality utilizes Intergovernmental Cooperative Agreements (ICA) to engage in multi-municipal endeavors.	2
	3	C	Intergovernmental Cooperative Agreements include conflict resolution provisions.	2
	<b>4</b>		<b>Sustainability</b>	<b>30</b>
J	4	A	The municipality is committed to passing a resolution (within six months of enrolling) to affirm participation in the Sustainable Community Essentials Certification Program.	3
	4	B	A municipal sustainability program (in name) has been developed and departmental goal setting and budget processes are used to advance it.	4
	4	C	Sustainability policies, goals, and principles have been adopted.	3
	4	D	A sustainability assessment has been conducted to evaluate municipal facilities, operations, plans and regulations relative to conserving resources, saving money, and implementing policies and procedures that simultaneously advance the environment, economy, and social equity.	4
	4	E	There is on-going training for municipal employees and officials and the HR function is closely engaged in advancing objectives of the municipal sustainability program.	4
	4	F	Procedures are in place to measure and track the impacts of the sustainability program (and yearly reporting to the public on results is conducted).	4
	4	G	An executive/management level municipal staff person has responsibility for management of the municipal sustainability program expressly included in their job description.	3
	4	H	Professional development for municipal personnel and officials includes participating (at a minimum, per year) in quarterly Local Government Academy, PA DCED or other professional training association programs.	2
	4	I	Newly elected officials participate in Local Government Academy or other orientation training for public officials.	3
	<b>5</b>		<b>Public Safety</b>	<b>6</b>
	5	A	Municipality maintains updated public safety mutual aid agreements with neighboring municipalities and shares resources.	1
P/	5	B	Municipality maintains an updated Public Safety comprehensive plan to be sure staffing and financial resources keep pace with municipal needs for Police, Fire, and Emergency Medical Services.	2
MM	5	C	Municipality participates in a regional service program or contracts services to or through other municipalities for fire, police, or EMS.	3
			<b>Healthy Communities</b>	
	<b>6</b>		<b>Local Food</b>	<b>9</b>
	6	A	Incentives exist for establishment of farms and gardens within the municipality.	2
JL	6	B	The municipality supports a program (or cooperates with neighboring communities) to engage residents in strengthening sustainable food systems to link local foods, farms and people (ex. Buy Fresh Buy Local Initiative, Good Food Neighborhood, etc.).	3
	6	C	Education programs are made available for residents on the benefits of organic, locally-purchased food; farmers' markets and farm stands are facilitated.	2
JL	6	D	A community produce garden(s) is available.	2
	<b>7</b>		<b>Healthy People</b>	<b>7</b>

JL	7	A	Programs by local government, or in cooperation with the non-profit and private sector, exist to address community health concerns, i.e. exercise programs, feeding programs for children and the elderly, crime watches, accessible health care, exercise away from areas of air pollution, etc.	1
JL	7	B	Outdoor recreation opportunities, amenities, and lifestyles are promoted.	1
	7	C	A program to promote safe walking to school is in place.	3
MM	7	D	The use of pesticides and herbicides is being monitored and reduced by all municipal departments which use them	2

			<b>Diversity, Equity and Inclusion</b>	
	<b>8</b>		<b>Human Resources</b>	<b>15</b>
JR	8	A	Measures are taken to ensure a wide range of candidates are interviewed for all municipal job openings i.e., the Rooney Rule.	2
	8	B	The municipality has a written municipal policy prohibiting discrimination and valuing diversity and inclusion.	3
	8	C	The municipality has provided diversity training for municipal employees.	3
	8	D	The municipality annually assesses, and reports to the public, diversity of all boards, employees, volunteers, committees, etc.	3
	8	E	The municipality reports annually to the public on progress in creating a more diverse workforce.	4
	<b>9</b>		<b>Economy</b>	<b>5</b>
	9	A	There is a municipal policy ensuring Minority Business Enterprise and Women Business Enterprise are considered in municipal purchasing, bids and contracts.	2
RS	9	B	The municipality is engaged in programs to communicate that the community is welcoming to persons who represent diversity (sister city relations, diversity sensitivity training, multilingual signage, etc.)	3

			<b>Education</b>	
	<b>10</b>		<b>Cooperation</b>	<b>5</b>
RS	10	A	Municipal planning is coordinated with the school district and the two meet together at least once per year.	3
JL	10	B	The municipality and local public schools cooperate to share facilities and other resources. (For example, the municipality assists with the cost of evening lifeguards for community use of a school swimming pool or for provision of crossing guards.)	2
	<b>11</b>		<b>Engagement</b>	<b>2</b>
JL	11	A	Municipality works with schools and local nonprofits/community organizations to engage students about community issues such as waste reduction and recycling, public safety, wellness, conservation, nature, etc.	2

			<b>Energy Use, Conservation and Green Building</b>	
	<b>12</b>		<b>Municipal Energy Use</b>	<b>24</b>
R	12	A	The municipality has recently completed an energy audit of all municipal buildings and operations. The audit includes findings and recommendations and establishes a baseline of energy usage.	2
R	12	B	The municipality has established goals from the energy audit findings and is methodically implementing the energy audit findings.	3
J&R	12	C	Municipal energy use has declined overall at least 15% from the baseline year established in the energy audit.	4
J&S	12	D	Municipality is reporting yearly to the public on progress and results made in implementing recommendations/findings contained in the municipal energy study.	2
MM	12	E	Municipality has or is in the process of retrofitting street lights and traffic signals to LED bulbs.	3

12	F	As part of the energy audit, a greenhouse gas inventory and mitigation plan has been established for municipal functions.	4
12	G	Positive progress on the greenhouse gas inventory and mitigation plan is reported annually to the public.	3
12	H	Energy performance of key municipal buildings is tracked using ENERGY STAR Portfolio Manager and is reported yearly to the public.	3
<b>13</b>		<b>Community Energy Use</b>	<b>8</b>
13	A	The municipal comprehensive plan contains an energy conservation element.	1
13	B	Municipal support is provided to a public program (throughout the community and for businesses) to conserve energy, promote renewable energy sources, and mitigate carbon emissions.	3
13	C	The greenhouse gas inventory has been expanded to include the entire community (not just the municipality) and a mitigation plan has been developed.	4
<b>14</b>		<b>Green Buildings</b>	<b>17</b>
14	A	There is a written green building policy/standard for new construction/major renovations of municipal buildings such as the International Green Construction Code (IgCC).	3
14	B	New construction and major renovations at municipal facilities incorporate (sufficient to achieve) LEED (Leadership in Energy and Environmental Design) Silver principles.	3
14	C	Municipal building operations could meet LEED O&M Silver principles or better.	4
14	D	The municipality has reviewed ordinances, resolutions, and other policies to remove impediments to the use of alternative energy (wind, solar, geothermal) installations or green buildings.	3
14	E	LEED certification is required for development projects receiving a public incentive (TIF, abatement, etc.).	4
<b>15</b>		<b>Renewable Energy</b>	<b>7</b>
15	A	Municipality purchases energy for municipal facilities from renewable energy sources (or has installed renewable energy sources) such that at least 10% of all municipal energy comes from renewable sources.	3
15	B	Municipality purchases energy for municipal facilities from renewable energy sources (or installed renewable energy sources) such that at least 40% of all municipal energy comes from renewable sources.	4

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RS

		<b>Environmental Stewardship</b>	
<b>16</b>		<b>Water Use, Conservation and Quality</b>	<b>16</b>
16	A	The municipality utilizes an Integrated Municipal Stormwater and Wastewater Planning Approach (as described by EPA) to identify the municipality's priorities for projects and includes a description of how the proposed priorities reflect the relative importance of adverse impacts on human health and water quality and the municipality's financial capability. See: <a href="http://cfpub.epa.gov/npdes/integratedplans.cfm">http://cfpub.epa.gov/npdes/integratedplans.cfm</a>	4
16	B	The municipality actively encourages water conservation and efficiency measures in the community and among businesses.	1
16	C	Low impact development and onsite stormwater infiltration is encouraged.	1
16	D	Water provider(s) prioritize improving service to existing developed areas as opposed to opening up new areas to development.	3
16	E	Drinking water and sanitary sewer rates are based on the real cost of providing service.	3
16	F	Sufficient investments are being made to the water, sewer, and stormwater systems per real costs and keeping pace with maintenance and operations.	2
16	G	Cooperation is occurring with neighboring municipalities to manage water and sewer supply, treatment and distribution, sewage and stormwater, in the most cost-efficient way.	2
<b>17</b>		<b>Air Quality</b>	<b>10</b>
17	A	PA State anti-idling law is enforced and compliance is promoted.	2
17	B	Municipality supports public education regarding reducing air pollution and emissions.	1
17	C	A clean construction emissions policy for all publically subsidized projects has been adopted and is enforced.	3

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RS	17	D	A burn ban has been formally adopted and made part of municipal ordinance, and State or County outdoor wood fired boiler construction and operation is in accordance with state law.	2
	17	E	The municipality and its municipal waste hauler service are exploring ways to reduce emissions from vehicles and trucks beyond anti-idling.	2
	<b>18</b>		<b>Green Infrastructure</b>	<b>11</b>
	18	A	Policies, plans and ordinances protect wetlands and waterways and their buffers.	1
	18	B	Written policies exist and ordinances and incentives have been enacted to conserve environmentally and ecologically sensitive places (for example, slopes over 25%, slide prone soils and geology, springs and vernal pools, mature woodlands, Natural Heritage Areas, etc.) in order to protect public safety and natural resources while using green infrastructure for stormwater management.	1
	18	C	Low impact and green development projects, as well as techniques (pervious pavement, bioswales, cisterns, woodland and steep slope protection) are fostered through incentives, ordinances and design guidelines.	3
JL	18	D	Tree and woodlands protection and management policies are in place (for example, community forestry plan and canopy goal; tree planting programs; tree maintenance programs; tree hazard and health assessment projects; computerized assessment of municipal trees, Tree/woodland replacement criteria in ordinances, etc.).	3
JL	18	E	A natural resource inventory has been developed for the community within the last 7 years as part of the comprehensive plan.	1
	18	F	Sustainable landscape maintenance practices are in place for parks and municipal grounds.	2

			<b>Housing</b>	
	<b>19</b>		<b>Affordability</b>	<b>13</b>
	19	A	The zoning ordinance provides for or accommodates a full range of housing opportunities throughout the community.	1
	19	B	The comprehensive plan addresses the community benefits of and need for expanding housing choice.	2
	19	C	The zoning ordinance has inclusionary housing provisions/incentives	3
	19	D	A program exists (perhaps in partnership with an outside agency) to facilitate home ownership: homebuyer incentives, employer-assisted housing, community land trust, etc.	3
	19	E	The community is tracking and reporting annually to the public on results toward affordable housing for residents.	4
	<b>20</b>		<b>Sustainable Neighborhoods</b>	<b>11</b>
MG	20	A	A current inventory of vacant and blighted/blighting properties is maintained and mapped.	2
	20	B	A program is being implemented to put blighted, abandoned properties back into productive use: smart rehab code, conservatorship, demolition, acquisition, green lot strategies, etc.	2
	20	C	The municipality has elected to administer and enforce PA's statewide Uniform Construction Code (UCC).	1
	20	D	The municipality has adopted the International Property Maintenance Code within the last 6 years per good, safe rental housing.	2
	20	E	Staffing is in place sufficient to enforce building and maintenance codes.	2
	20	F	The municipality utilizes a system for collection of delinquent taxes and fees in order to mitigate blight and abandonment.	2

			<b>Land Use and Transportation</b>	
	<b>21</b>		<b>Mobility</b>	<b>13</b>
	21	A	Trails for walking and bicycling are being developed or maintained.	1
	21	B	Alternate transportation (e.g. transit, inter-modal, multi-modal, bicycle/pedestrian) are accommodated and promoted.	2
JL	21	C	Public transportation and ride sharing are promoted and facilitated, as is transit-oriented development (where applicable).	2

JL	21	D	Bicycle lanes or shared roadways are being developed and a "Share the Road" education campaign is being advanced.	3		
	21	E	Police are trained on the rights and responsibilities of bicyclists and state law on passing bicycles.	2		
	21	F	Traffic calming techniques, "complete streets" projects, access management and congestion management programs have been evaluated and are being implemented.	3		
MG	<b>22</b>	<b>Community</b>			<b>18</b>	
	22	A	Professional staff are employed or retained to manage the land use program.	1		
	22	B	Comprehensive land use/development plan is current, addresses impacts to neighboring communities, and incorporates sustainability principles.	2		
	22	C	A multi-municipal comprehensive plan has been adopted as has an official map.	3		
	22	D	Up-to-date ordinances for zoning and subdivision/land development are in place to implement the comprehensive plan.	1		
	22	E	The comprehensive plan and ordinances promote pedestrian-oriented, dense, walkable, mixed-use development (in existing and proposed development), and redevelopment in the core or town center.	4		
	22	F	A Transfer Development Rights (TDR) program is in place to incentivize development where infrastructure currently exists and to protect important green space.	4		
	22	G	Developers are required to submit a comprehensive and detailed fiscal impact analysis including long-term fiscal impacts such as road repair, school infrastructure needs and other public services with their development applications.	2		
JL	MG	<b>23</b>	<b>Green Space</b>			<b>9</b>
		23	A	The Comprehensive Plan identifies environmentally sensitive, ecologically significant, and civic/historic places.	1	
		23	B	The Comprehensive Plan and ordinances protect farmland and/or promotes community gardens and infill green space.	2	
		23	C	The Comprehensive Plan includes a parks/recreation and open space component with proposed passive or active greenways, parks and trails and the zoning and subdivision ordinances support the vision.	1	
		23	D	The greenspace/open space plan has benchmarks and results are reported annually to the public.	4	
	23	E	The municipality has a PA Dept of Agriculture Agricultural Security Area (ASA).	1		

MG	<b>Local Economy</b>				
	<b>24</b>	<b>Thriving Local Green Business</b>			<b>8</b>
	24	A	The municipality has assessed Main Street program options and opportunities for possible applicability and implementation.	1	
	24	B	Owners and tenants in the retail area are engaged with the municipality to provide attractive sidewalks, trees, and street furniture and make the area safe for pedestrians and bicyclists.	1	
	24	C	The municipality maintains and supports an initiative to encourage residents to buy local.	2	
R	24	D	Municipal action plans for promoting minority and women-owned business are being advanced, including seeking proposals from the same for purchasing, services, etc.	1	
	24	E	A program is in place to encourage businesses to be aware of innovate sustainable business approaches and to recognize achievement.	3	
	<b>25</b>	<b>Material Use, Waste, and Recycling</b>			<b>22</b>
	25	A	Waste and recycling ordinances and regulations are in compliance and enforced per Act 101, or if not a mandatory-Act 101 municipality, a municipal recycling program is conducted.	2	
	25	B	There is a curbside and/or drop-off recycling program.	1	
	25	C	The municipality contracts for solid waste collection as opposed to individual home owners contracting for the same.	2	



2	25	D	There is a written waste reduction and recycling ordinance for residential, commercial and institutional facilities.	2
	25	E	There is an active public informational program to encourage citizens to reduce waste and recycle.	1
	25	F	All municipal buildings have an active recycling program.	1
	25	G	For municipal facilities, a recent waste management assessment has been conducted with municipal employees trained in waste reduction and recycling.	2
	25	H	An Environmentally Preferable Purchasing Program has been implemented for municipal operations.	3
	25	I	Municipality has an active litter prevention/clean-up program.	2
	25	J	An expanded material recycling program is being advanced, i.e., e-waste, composting, pharmaceuticals, and household hazardous waste for community-wide collection.	2
	25	K	A community-wide recycling program is maintained at 5% above the state stipulated goal of 35 percent.	4
		<b>Other Sustainability Innovation</b>		
	<b>26</b>	<b>Additional Initiative</b>		
2	26	A	Provide an on-line link to description of a sustainability innovation that the Municipal Manager/Secretary feels strongly is deserving of additional recognition and is not covered by any of the above the criteria options.	2
	26	B	Provide an on-line link to description of a second sustainability innovation that the Municipal Manager/Secretary feels strongly is deserving of additional recognition and is not covered by any of the above criteria options.	2

**Grand Total Points**

**300**