

Upper Makefield Township Board of Supervisors December 6, 2016 Meeting Minutes

The December 6, 2016 public meeting of the Upper Makefield Township Board of Supervisors was called to order by Chair Dan Rattigan at 7:32 p.m. In attendance were the following members of the Board of Supervisors: Chair Dan Rattigan, Vice Chair Tom Cino, Member Diana Nolan and Member Mary Ryan and Member Mike Tierney. Also in attendance were Assistant Township Manager Judy Caporiccio, Township Solicitor Mary Eberle, Esq., Township Engineer Larry Young, P.E., Director of Planning & Zoning Dave Kuhns and Chief Mark Schmidt.

There were also members of the public and representatives of the press present.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mr. Rattigan led in the recitation of the Pledge of Allegiance which was followed by a moment of silence.

ANNOUNCEMENTS

Mr. Rattigan made the following announcements:

- An executive session was held prior to this evenings meeting for personnel matters.
- Residents interested in serving on a Township volunteer board or committee are invited to submit a Volunteer Board Application. Visit the township website to download the application and to view current vacancies.
- Two Crossing Reenactment events are scheduled: Dec 11 and Dec 25. The crossings are scheduled at 1 pm each day with other activities planned throughout each day. More information is available at Washington Crossing Historic Park website.

SPECIAL ITEMS

Mr. Rattigan introduced Richard Maury of the UMBA Board. Mr. Maury noted that UMBA was a community service organization, shared details of the annual Revolutionary Run, thanked the residents along River Road for their patience and assistance with the Run, thanked the Township for its support of the Run and presented a \$12,000 check to the Township.

PUBLIC COMMENT

Hank Lieberman, Stoneybrook Road, reminded the Board that the erosion of Jericho Creek is still an issue and the Riparian Fund can be used to help resolve it. He also cited the condition of the Thorpe Farm and under new ownership, hoped the Township would be able to clean it up.

Ms. Nolan shared that the EAC is exploring options through a grant to create a Riparian Stabilization Plan.

APPROVAL OF MINUTES AND BILLS PAYABLE

A motion was made by Ms. Ryan and was seconded by Ms. Nolan to approve the November 15, 2016 minutes. Motion carried by a unanimous vote.

Mr. Rattigan directed attention to the bills list for December 6, 2016. Mr. Nyman noted that the majority of the payments were for the Township's Open Space Bond payments. A motion was made by Mr. Cino and was seconded by Ms. Ryan to approve the December 6, 2016 Bills Payable list in the amount of \$2,046,563.41. Motion carried by a unanimous vote.

PLANNING AND ZONING ISSUES

2017 Fee Schedule

Mr. Kuhns provided an overview of the 2017 Fee Schedule, noting that the \$75 Field Use permit was a per day/per field charge. With no discussion, a motion was made by Ms. Ryan and seconded by Ms.

Nolan to approve the 2017 Fee Schedule. Motion carried by a unanimous vote.

SOLICITOR'S REPORT

Siligato, 1040 Taylorsville Road

Ms. Eberle provided an overview of the developer request to amend the conditions of his subdivision approval to allow a woodworking shop to remain on Lot 1. The removal of the carpentry business was a condition of the subdivision approval.

Mr. Siligato explained the use was for a woodworking hobby with minimal sales and had been in existence for 15 years. Ms. Eberle suggested that the Board should consider restriction, if the Board is inclined to grant the amendment. A motion was made by Ms. Ryan and seconded by Ms. Nolan to revise the action letter following staff review if it was determined that no ordinance violation existed, and to impose reasonable restrictions regarding noise and hours of operation. Motion carried by a unanimous vote.

Jericho Dell – Zogorski Tract, Resolution No. 2016-12-06-04

Ms. Eberle introduced the resolution authorizing the Township Solicitor and Township Manager to sign documents necessary to withdraw the remaining balance of the financial security posted for the Jericho Dell development (Zogorski Tract). Ms. Eberle indicated that the staff would try to amicably resolve this matter prior to submitting a sight draft to the bank. Following discussion, a motion was made by Ms. Nolan and seconded by Ms. Ryan to approve Resolution No. 2016-12-16-04. Motion carried by a unanimous vote.

Snow Plowing Township Roads Legal Opinion

Ms. Eberle provided a legal opinion regarding snow plowing Township roads. Ron Smolow, Three Ponds Lane, indicated that he understands the opinion and suggested consideration of a declaratory judgement action.

Dan Johansson, Upper Makefield, requested more information on police or fire restrictions on private roads.

Chief Schmidt stated that with no traffic study or supporting ordinances, the Department is unable to enforce traffic violations within a private development such as Traditions.

Ms. Eberle stated that staff will review Mr. Smolow's request.

MANAGER'S REPORT

Sludge Removal Bid

Mr. Nyman provided an overview of the Sludge Removal Bids and the recommendation of Water/Sewer Engineer Tom Zarko to award Alternate C: Three-Year Contract to Franc Environmental of Horsham, PA in the amount of \$94,798.00. A motion was made by Mr. Cino and seconded by Ms. Ryan to award Alternate C: Three-Year Contract for Sludge Removal to Franc Environmental in the amount of \$94,798.00. Motion carried by a unanimous vote.

Award of Bid – Lakeside Sewage Pumping Station Emergency Bypass Connection

Mr. Nyman provided an overview of the bid results and Water Sewer Engineer Tom Zarko's recommendation to award the bid to the lowest responsible bidder, Blooming Glen Contractors in the amount of \$7,260.00. A motion was made by Ms. Nolan and seconded by Ms. Ryan to award the Lakeside Sewage Pumping Station Emergency Bypass Connection to Blooming Glen Contractors in the amount of \$7,260.00. Motion carried by a unanimous vote.

Emergency Medical Services RFP

Mr. Nyman provided an overview of the three Emergency Medical Services proposals received. Discussion followed and a motion was made by Ms. Ryan and seconded by Mr. Cino to accept the proposal of St. Mary's Medical Center to provide emergency medical services in the township in the amount of \$100,000 per year. Motion carried by a unanimous vote.

Ms. Nolan noted positive comments she received from residents about St. Mary's service.

Auditing Services RFP

Mr. Nyman provided an overview of the three auditing services proposals received. Mr. Nyman noted that he had contacted several municipalities who highly recommended Maillie's services. Discussion followed and a motion was made by Ms. Nolan and seconded by Ms. Ryan to accept the proposal of Maillie to provide Township auditing services in the amount of \$19,000 for 2016, \$19,500 for 2017 and \$20,000 for 2018 along with the alternate testing of 5% of transactions in the amount of \$4,000 for 2016, \$4,250 for 2017 and \$4,500 for 2018, conditioned upon the execution of an agreement which provided for either party to opt out given 60 day notice. Motion carried by a unanimous vote.

Website Redesign

Mr. Nyman provided an overview of the website design proposal of Inverse Paradox of Penndel, PA. A motion was made by Ms. Ryan and was seconded by Ms. Nolan to accept the website redesign proposal of Inverse Paradox. Motion carried by a 4-1 vote with Mr. Tierney voting in opposition.

Dan Johansson asked if there was accommodation for posting monthly Department Reports.

Budget Update

Mr. Nyman provided an update of the 2017 Preliminary Budget.

Manager Search

A motion was made by Mr. Cino and seconded by Ms. Ryan to authorize advertisement of the Township Manager position. Motion carried by a 4 to 1 with Mr. Tierney voting in opposition.

Mr. Tierney stated that we should advertise in the private sector as well.

It was the consensus of the Board to advertise in the traditional municipal publications.

Resolution No. 2016-12-06-01 – Authorize Filing of Application for Funds, Bucks County Municipal Open Space Program

Mr. Nyman provided an overview of the resolution authorizing filing of application for funds in the Bucks County Municipal Open Space Program. Discussion followed and a motion was made by Mr. Cino and seconded by Ms. Nolan to approve Resolution No. 2016-12-06-01. Motion carried by a unanimous vote.

Barbara Rintala, River Road, questioned why residents cannot be informed about the specific open space project for the expenditure of funds. Ms. Eberle clarified that this resolution was not to expend funds, but only to apply for a grant.

Resolution No. 2016-12-06-02 – Authorize Filing of Application for Funds, Bucks County Municipal Open Space Program

Mr. Nyman provided an overview of the resolution authorizing filing of application for funds in the Bucks County Municipal Open Space Program. Following clarification for Mr. Tierney that the project was entirely within Lookout Park, a motion was made by Mr. Cino and seconded by Ms. Nolan to approve Resolution No. 2016-12-06-02. Motion carried by a unanimous vote.

Ordinance No. 263 Amendment – Personnel Policy (Opt-Out Provision)

Mr. Nyman introduced the amendment to Ordinance No. 263– Personnel Policy which provides an provision for employees to opt out of the Township’s group health insurance plan. Ms. Eberle pointed out that an Ordinance permitting the amendment of the Personnel Policy by Resolution would prevent the need for future Ordinance revisions for this purpose. A motion was made by Ms. Nolan and seconded by Ms. Ryan to approve the opt-out amendment to Ordinance No. 263 - Personnel Policy. Motion carried by a unanimous vote.

Resolution No. 2016-12-06-03 – Cafeteria Plan (Opt-Out Provision)

Mr. Nyman provided an overview of the resolution amending the Township’s Cafeteria Plan to provide a stipend in lieu of benefits. Discussion followed and a motion was made by Mr. Cino and seconded by Ms. Nolan to approve Resolution No. 2016-12-06-03. Motion carried by a unanimous vote.

Township Landscape Maintenance Bid

It was the consensus of the Board to table this matter until the next meeting.

ENGINEER’S REPORT

2016 Road Project – Payment Request #1 (Phase 2)

Mr. Young provided an overview of the 2016 Road Project and recommended approval of Payment Request #1 (Phase 2) in the amount of \$69,638.13. A motion was made by Ms. Ryan and seconded by Ms. Nolan to approve Payment Request #1 in the amount of \$69,638.13. Motion carried by a unanimous vote.

2016 Road Project – Change Order #1 (Phase 2)

Mr. Young provided an overview of the project and recommended approval of Change Order #1 (Phase 2) for Miscellaneous Add and Deduct Items. A motion was made by Ms. Ryan and seconded by Ms. Nolan to approve Change Order #1, Phase 2 of the 2016 Road Project. Motion carried by a unanimous vote.

PUBLIC COMMENT

Barbara Rintala, River Road, asked if there were any employee records and Mr. Nyman directed her to the Employee Policy, Ordinance 263 on the Township website. She also asked if the Lookout Park trail was the final project within the park or if there were more development plans. Mr. Cino indicated that the Park & Recreations Board currently had no additional plans, but that does not mean there will be nothing in the future. Ms. Rintala further stated that the original plan for the Bowman’s Tower Farm development provided an easement to the canal and wanted to go on the public record that it was private property controlled by the Bowman’s Tower Farm HOA.

ADJOURNMENT

A motion was made by Ms. Ryan and was seconded by Ms. Nolan to adjourn to meeting at 8:35 p.m. Motion carried by a unanimous vote.

Respectfully submitted,



David R. Nyman

Interim Township Manager

Approved: December 20, 2016

DECEMBER 2016 GENERAL FUND BILLS - 12/6/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
411.740	All System Wireless	\$188.00	software upgrade for portable radio - Emergency Mgmt.
400.210	Associated Imaging Solutions	\$219.25	copier charges/toner shipping charges
414.210	" "	\$219.25	" "
410.192	Bucks County Police Association	\$200.00	accident investigation training class
414.210	CDW-G	\$404.00	software
410.192	Cardmember Service	\$3,992.72	DNA & IACP Conference expenses
410.210	" "	\$627.98	floor mats and carpet tiles
430.260	" "	\$305.81	hose for leaf vacuum
407.319	" "	\$449.97	SSL web security renewal - 3 yr.
409.215	" "	\$490.91	concrete blocks/file holder
430.238	Clemens	\$138.00	P. W. uniform rental
409.373	" "	\$18.10	floor mat rental
409.321	Comcast	\$328.98	phone service/internet service P. D. Bldg.
409.321	Comcast	\$419.44	phone service/internet service Admin. Bldg.
409.321	Comcast	\$149.20	phone service/internet service P. W. Bldg.
409.140	Coverall	\$1,060.00	cleaning service
410.192	Patrick Durkin	\$829.96	reimburse expenses for DNA Conference
487	DVHT	\$57,038.07	health insurance premium
410.372	Dynamatrix Corporation	\$3,169.00	ruggedized laptop/adaptor
410.540-3	" "	\$3,169.00	" "
400.314	Eckert Seamans Cherin & Mellott	\$960.00	legal fees
410.314	" "	\$8,127.52	" "
410.540-2	Foremost Promotions	\$1,827.40	community policing goodwill items
400.210	Francotyp-Postalia	\$32.03	cartridge
410.210	" "	\$32.04	" "
414.210	" "	\$32.04	" "
409.341	" "	\$129.00	quarterly postage meter rental
414ZHB	High Swartz	\$2,109.00	legal fees - ZHB
409.373	Home Depot	\$57.92	lumber for P. D. Bldg. Kevlar panel install
410.231	Kerrigan's Sunoco	\$6,457.36	repair/maintenance P. D. vehicles
410.239A	Keystone Lock Company	\$6,820.00	electrified lock system - P. D. Bldg.
410.470	LeadsOnline	\$2,128.00	police investigation system package
407.319	Pamela Learned	\$1,575.00	eNews and website development
410.372	LICOM Communications	\$450.00	service P. D. radios
400.210	Newtown Office Supply	\$163.62	office supplies
410.210	" "	\$53.98	" "
414.210	" "	\$13.36	" "
438.460	" "	\$5.88	" "
414ZHB	" "	\$21.56	name plate for dais
409.215	" "	\$52.43	bldg. supplies
411.460	PAAI - Training	\$70.00	arson investigators training - Fire Marshal
409.361	PECO	\$835.39	electric - Admin. Bldg.
409.361	PECO	\$1,002.52	electric - PD Bldg.
410.210	Petty Cash - Police	\$44.66	replenish petty cash
410.460	" "	\$142.94	" "
410.540-2	Positive Promotions	\$595.37	community policing goodwill items
400.210	Quill	\$152.13	office supplies
414.210	" "	\$79.96	" "
409.215	" "	\$41.95	bldg. supplies
409.215	Ready Refresh	\$119.74	drinking water for Twp. bldgs.
410.238	Red the Uniform Tailor	\$1,077.00	police uniforms
409.230	Riggins	\$1,811.21	heating fuel
410.231	" "	\$2,269.12	unleaded gasoline
430.231	" "	\$2,916.35	diesel fuel
400.210	SafeChoice	\$85.00	blank check stock

DECEMBER 2016 GENERAL FUND BILLS - 12/6/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
400.210	Safeguard Business Systems	\$144.13	security envelopes
407.319	Ron Skotleski Video Productions	\$500.00	system equip. repair/BOS meeting broadcast 11/15/16
488	Standard Insurance	\$705.73	add/life insurance premium
488A	" "	\$1,581.89	std insurance premium
488B	" "	\$927.67	ltd insurance premium
400.210	Staples Business Advantage	\$24.86	office supplies
409.215	" "	\$116.68	bldg. supplies
409.230	Suburban Propane	\$253.81	propane
409.341	United States Postal Service	\$215.00	annual permit fee renewal
392P	U. M. T. Park & Rec Fund	\$3,000.00	transfer
409.321	Verizon Wireless	\$1,093.87	mobile phone service
410.541	" "	\$26.69	" "
409.373	Waste Management	\$340.73	trash collection/recycling Twp. complex
	TOTAL	\$124,640.18	

**FOR BOARD APPROVAL

DECEMBER 2016 OPEN SPACE BILLS - 12/6/16

<u>ACCT #</u>	<u>COMPANY NAME</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
471	Huntington National Bank	\$96,600.00	2015 bond
471.1	" "	\$103,974.95	2015 bond - interest
471	Huntington National Bank	\$1,205,200.00	2006 bond
471.1	" "	\$25,610.50	2006 bond - interest
471	Penn Community Bank	\$291,176.47	loan principal pymt
471.1	" " "	\$34,162.15	loan interest pymt
	TOTAL	\$1,756,724.07	

**PAID INTERIMLY

*OVER BUDGET

BUDGET vs ACTUAL

UPPER MAKEFIELD TOWNSHIP

For the Months From January, 2016 To November, 2016

Contents: Budget vs Actual Format. FundID >= First, Accounts >= "301.10A" And <= "492E". All Sub Accounts, Including Inactive Accounts, Excluding Encumbrances

Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
Equity					
309.90	EQUITY		\$0.00		
Total			\$0.00		
Total Equity			\$0.00		
Revenue					
301.10A	CURRENT R.E. TAXES	\$0.00	\$25,871.82	n/a	\$25,871.82
301.10B	PRIOR YEAR R.E. TAXES	\$0.00	\$0.00	n/a	\$0.00
301.20A	INTERIM R.E. TAXES	\$1,000.00	\$5,918.75	591.88%	\$4,918.75
301.20B	INTERIM RE TAXES PR YRS	\$0.00	\$531.13	n/a	\$531.13
301.40A	DELINQUENT RE TAX PR YR	\$0.00	\$0.00	n/a	\$0.00
301.40B	DELINQUENT RE TAX CURNT	\$15,000.00	\$15,266.44	101.78%	\$266.44
301.70	BREACH R.E. TAXES	\$0.00	\$2,271.83	n/a	\$2,271.83
310.02B	PRIOR YEAR PER CAPITA	\$0.00	\$0.00	n/a	\$0.00
310.10	TRANSFER TAX R.E.	\$600,000.00	\$541,834.80	90.31%	(\$58,165.20)
310.20	EARNED INCOME TAX	\$3,800,000.00	\$4,294,505.45	113.01%	\$494,505.45
310.21	CURRENT E.I.T.	\$0.00	\$0.00	n/a	\$0.00
310.22	PRIOR YEAR E.I.T.	\$0.00	\$0.00	n/a	\$0.00
321.04	CERTIFICATE OF APPROP	\$140.00	\$0.00	0.00%	(\$140.00)
321.30	BUSINESS FEES	\$1,000.00	\$1,250.00	125.00%	\$250.00
321.35	FIRE PERMITS	\$4,000.00	\$4,580.00	114.50%	\$580.00
322.82	HIGHWAY ENCROACHMENT	\$12,000.00	\$7,608.80	63.41%	(\$4,391.20)
322.83	GRADING PERMITS	\$18,000.00	\$14,260.00	79.22%	(\$3,740.00)
322.84	GRADING ESCROWS/REINSP.	\$0.00	\$0.00	n/a	\$0.00
331.11	MOTOR VEHICLE VIOLATION	\$14,000.00	\$7,387.21	52.77%	(\$6,612.79)
331.12-001	VIOLATION OF ORDINANCES-POLICE	\$4,000.00	\$5,161.00	129.03%	\$1,161.00
331.12-002	VIOLATION OF ORDINANCES-CODE	\$5,000.00	\$9,337.40	186.75%	\$4,337.40
341	INTEREST	\$8,400.00	\$7,123.87	84.81%	(\$1,276.13)
341D	INSURANCE DIVIDENDS	\$0.00	\$10,585.00	n/a	\$10,585.00
354	OTHER STATE CAPITAL & OPERATING GRANTS	\$0.00	\$0.00	n/a	\$0.00
355.01	PUBLIC UTILITY REALTY	\$8,000.00	\$7,929.39	99.12%	(\$70.61)
355.08	LIQUOR LICENSE	\$1,000.00	\$1,000.00	100.00%	\$0.00
355.13	FOREIGN FIRE	\$143,597.00	\$131,952.15	91.89%	(\$11,644.85)
355.14	PEMA/FEMA REIMBURSEMENT	\$0.00	\$34,253.86	n/a	\$34,253.86
355.15	ACT 537 PLANNING COST REIMB.	\$0.00	\$0.00	n/a	\$0.00
355.16	PENNDOT STOOPVILLE REIMB.	\$228,555.00	\$0.00	0.00%	(\$228,555.00)
361.10	ADMINISTRATIVE EARNINGS	\$10,000.00	\$8,024.48	80.24%	(\$1,975.52)
361.20	JOINT VALIDITY REIMBURSEMENT	\$0.00	\$0.00	n/a	\$0.00
361.30	LEGAL REVIEW FEES	\$30,000.00	\$9,401.08	31.34%	(\$20,598.92)

BUDGET vs ACTUAL

UPPER MAKEFIELD TOWNSHIP

For the Months From January, 2016 To November, 2016

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Revenue					
361.31	SUBDIVISION FEES	\$3,500.00	\$31,830.00	909.43%	\$28,330.00
361.31-001	SUBDIVISION FEES-REINSPECTION FEES	\$0.00	\$0.00	n/a	\$0.00
361.32	ENGR. REVIEW FEES	\$100,000.00	\$78,844.58	78.84%	(\$21,155.42)
361.32-001	BIDDING DOCUMENT FEES	\$0.00	\$0.00	n/a	\$0.00
361.33	ZONING PERMITS	\$61,000.00	\$58,990.00	96.70%	(\$2,010.00)
361.33S	SIGN PERMITS	\$0.00	\$1,510.00	n/a	\$1,510.00
361.34	ZONING HEARING BOARD FEES	\$8,000.00	\$7,100.00	88.75%	(\$900.00)
361.40	CELL TOWER CONSULTANT FEES	\$0.00	\$0.00	n/a	\$0.00
361.41	WATER/SEWER CONSULTANT FEES	\$100,000.00	\$27,387.79	27.39%	(\$72,612.21)
361.50	SALE OF TWP PROPERTY	\$10,000.00	\$850.00	8.50%	(\$9,150.00)
362.11	POLICE EARNINGS	\$2,600.00	\$2,249.00	86.50%	(\$351.00)
362.41	BUILDING PERMITS	\$180,000.00	\$137,288.03	76.27%	(\$42,711.97)
362.41-001	REINSPECTION FEES	\$500.00	\$1,540.00	308.00%	\$1,040.00
362.43	PLUMBING PERMITS	\$25,000.00	\$22,422.20	89.69%	(\$2,577.80)
362.44	ELECTRICAL PERMITS	\$10,000.00	\$9,690.00	96.90%	(\$310.00)
362.45	OCCUPANCY PERMITS	\$30,000.00	\$26,480.00	88.27%	(\$3,520.00)
362.45A	USE & OCCUPANCY PERMITS	\$0.00	\$0.00	n/a	\$0.00
362.45C	ON-LOT HAULERS FEES	\$800.00	\$1,600.00	200.00%	\$800.00
362.46	ALARM PERMITS	\$18,000.00	\$18,249.00	101.38%	\$249.00
362.46B	WELL PERMITS	\$15,000.00	\$9,100.00	60.67%	(\$5,900.00)
362.47	SEWAGE PLANNING MODULE FEE	\$2,400.00	\$4,200.00	175.00%	\$1,800.00
362.48	PLAN/ZONE MISC REV.	\$400.00	\$35.00	8.75%	(\$365.00)
362.49	PROFESSIONAL SERVICES	\$75,000.00	\$63,263.07	84.35%	(\$11,736.93)
362.50	DEMOLITION PERMITS	\$11,000.00	\$11,570.00	105.18%	\$570.00
362.51	PROPERTY ADDRESS SIGNS	\$48.00	\$24.00	50.00%	(\$24.00)
363	SNOW REMOVAL CONTRACT	\$23,097.00	\$23,328.34	101.00%	\$231.34
363.50	HIGHWAY DEPT. EARNINGS	\$250.00	\$346.90	138.76%	\$96.90
363.51	COPS GRANT	\$0.00	\$0.00	n/a	\$0.00
363.52	CO-OP POLICE DEPT. WORK	\$2,500.00	\$2,196.79	87.87%	(\$303.21)
363.53	D.A.R.E DONATIONS	\$500.00	\$0.00	0.00%	(\$500.00)
363.54	BOOKING CENTER FEES	\$4,400.00	\$3,864.99	87.84%	(\$535.01)
363.55	BULLET-PROOF VEST GRANT	\$2,400.00	\$0.00	0.00%	(\$2,400.00)
363.56	COMMUNITY REVIT. ASST. GRANT	\$0.00	\$0.00	n/a	\$0.00
367	REVOLUTIONARY RUN FEES	\$0.00	\$0.00	n/a	\$0.00
379	OTHER CHARGES FOR SERVICES	\$0.00	\$0.00	n/a	\$0.00
380	MISCELLANEOUS REVENUE	\$1,500.00	\$1,461.79	97.45%	(\$38.21)
380A	CABLE FRANCHISE FEE	\$240,000.00	\$251,042.29	104.60%	\$11,042.29
380D	DEVELOPER DONATIONS	\$70,000.00	\$15,000.00	21.43%	(\$55,000.00)
380T	MODEL RAILROAD DONATIONS	\$0.00	\$0.00	n/a	\$0.00
380V	VENDING MACHINE REVENUES	\$0.00	\$0.00	n/a	\$0.00
387	CONTRIBUTIONS FROM PRIVATE SOURCES	\$0.00	\$0.00	n/a	\$0.00
389	STD/WORKER'S COMP. REIMBURSEMENT	\$0.00	\$19,828.95	n/a	\$19,828.95
390D	DEVELOP. ESCROW REFUNDS	\$0.00	\$0.00	n/a	\$0.00

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Revenue					
390M	DEVELOPER MAINTENANCE GUARANTEES ESCROWS	\$0.00	\$0.00	n/a	\$0.00
390S	STORMWATER MGMT IMPROVEMENTS	\$0.00	\$0.00	n/a	\$0.00
392	CABLE FUND TRANSFER	\$0.00	\$0.00	n/a	\$0.00
392A	MISC. SIDE FUND CLOSEOUTS	\$0.00	\$0.00	n/a	\$0.00
392P	PARK/REC CREDIT CARD TRANSFERS	\$0.00	\$0.00	n/a	\$0.00
394A	MISCELLANEOUS REFUNDS	\$250.00	\$190.11	76.04%	(\$59.89)
394F	FLOODPLAIN MGMT REIMBURSEMENT	\$0.00	\$0.00	n/a	\$0.00
394G	GATEWAY GRANT	\$0.00	\$0.00	n/a	\$0.00
394P	PENSIONS	\$164,682.00	\$179,360.49	108.91%	\$14,678.49
394R	REPETITIVE FLOOD GRANT	\$0.00	\$0.00	n/a	\$0.00
394SW	SOLID WASTE/RECYCLING	\$19,000.00	\$35,968.00	189.31%	\$16,968.00
395	REFUND OF PRIOR YR EXPEND	\$0.00	\$0.00	n/a	\$0.00
Total		\$6,085,519.00	\$6,192,865.78	101.76%	\$107,346.78
Total Revenue		\$6,085,519.00	\$6,192,865.78	101.76%	\$107,346.78
Expense					
400	BANK	\$200.00	\$84.20	42.10%	\$115.80
400.113	BOARD SALARY	\$4,200.00	\$1,350.00	32.14%	\$2,850.00
400.121	ADMIN. STAFF & MGR PAY	\$273,237.00	\$314,477.64	115.09%	(\$41,240.64)
400.121A	TWP DEF. COMP. CONTR.	\$0.00	\$0.00	n/a	\$0.00
400.121B	CAR ALLOWANCE	\$0.00	\$0.00	n/a	\$0.00
400.122	ADMIN. OVERTIME	\$0.00	\$0.00	n/a	\$0.00
400.140	PART TIME HELP	\$0.00	\$0.00	n/a	\$0.00
400.192	SCHOOLS/CONFERENCES	\$3,000.00	\$2,803.18	93.44%	\$196.82
400.210	ADMIN MATL & SUPPLIES	\$5,500.00	\$7,825.45	142.28%	(\$2,325.45)
400.311	AUDIT	\$21,000.00	\$20,330.00	96.81%	\$670.00
400.312	WATER/SEWER ENGR TWP	\$15,000.00	\$15,096.27	100.64%	(\$96.27)
400.313	ENGINEERING TOWNSHIP	\$105,000.00	\$118,553.90	112.91%	(\$13,553.90)
400.313A	ENGR. DEVELOPMENT	\$0.00	\$0.00	n/a	\$0.00
400.321	LEGAL TOWNSHIP	\$80,000.00	\$102,649.93	128.31%	(\$22,649.93)
400.331	ADMIN. VEHICLE EXPENSE	\$1,500.00	\$1,367.59	91.17%	\$132.41
400.340	ADMIN. ADVER/PRINTING	\$10,000.00	\$5,519.52	55.20%	\$4,480.48
400.350	ADMIN. INSURANCE BOND	\$1,500.00	\$1,500.00	100.00%	\$0.00
400.374	ADMIN. MAINT/REPAIRS	\$22,000.00	\$23,149.65	105.23%	(\$1,149.65)
400.460	ADMIN. GENERAL EXPENSE	\$11,000.00	\$4,436.31	40.33%	\$6,563.69
400.750	ADMIN. MINOR EQUIPMENT	\$3,000.00	\$997.77	33.26%	\$2,002.23
403.114	TAX COLLECTOR PAY	\$20,874.00	\$19,134.50	91.67%	\$1,739.50
403.115	TAX COLLECTOR E.I.T.	\$52,820.00	\$48,183.01	91.22%	\$4,636.99
403.225	TAX COLL MATL/SUPP.	\$5,000.00	\$4,737.41	94.75%	\$262.59

BUDGET vs ACTUAL

UPPER MAKEFIELD TOWNSHIP

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Contents: Budget vs Actual Format, FundID >= First, Accounts >= "301.10A" And <= "492E", All Sub Accounts, Including Inactive Accounts, Excluding Encumbrances

Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
Expense					
403.350	TAX COLLECTOR BOND	\$0.00	\$0.00	n/a	\$0.00
407.319	WEBSITE/BROADCAST MTGS	\$30,000.00	\$20,035.48	66.78%	\$9,964.52
409.140	BLDG CUSTODIAN	\$15,000.00	\$12,455.00	83.03%	\$2,545.00
409.215	BLDG MATLS & SUPPLIES	\$5,000.00	\$4,105.60	82.11%	\$894.40
409.230	BLDG UTILITIES/FUEL	\$40,000.00	\$12,700.37	31.75%	\$27,299.63
409.300	ARCHITECT	\$0.00	\$0.00	n/a	\$0.00
409.321	BLDG TELEPHONE	\$25,000.00	\$23,487.14	93.95%	\$1,512.86
409.341	BLDG POSTAGE	\$6,000.00	\$1,837.93	30.63%	\$4,162.07
409.361	BLDG ELECTRIC	\$25,000.00	\$24,367.93	97.47%	\$632.07
409.373	BLDG MAINT. & REPAIRS	\$56,000.00	\$49,079.15	87.64%	\$6,920.85
409.374	BLDG STP TESTS	\$200.00	\$80.00	40.00%	\$120.00
409.375	BLDG VENDING MACHINE	\$0.00	\$0.00	n/a	\$0.00
409.460	BLDG GENERAL EXPENSE	\$0.00	\$0.00	n/a	\$0.00
409.500	MODEL RAILROAD EXPENSES	\$0.00	\$0.00	n/a	\$0.00
409.600	BLDG CAPITAL CONSTR.	\$0.00	\$0.00	n/a	\$0.00
409.750	BLDG MINOR EQUIPMENT	\$1,000.00	\$0.00	0.00%	\$1,000.00
409.750A	BLDG OFC FURN/COMPUTERS	\$2,000.00	\$887.97	44.40%	\$1,112.03
410.122	POL ADMIN/CLERICAL PAY	\$178,038.00	\$143,419.82	80.56%	\$34,618.18
410.132	PATROLMEN PAY	\$1,504,421.00	\$1,031,613.52	68.57%	\$472,807.48
410.132A	RETROACTIVE PAY	\$0.00	\$0.00	n/a	\$0.00
410.132B	LONGEVITY/EDUCAT. PAY	\$0.00	\$34,400.00	n/a	(\$34,400.00)
410.132C	COPS GRANT OFFICERS	\$0.00	\$0.00	n/a	\$0.00
410.132M	MOTOR CARRIER TASK FORCE O/T	\$10,000.00	\$7,333.49	73.33%	\$2,666.51
410.132P	P/T PATROLMEN PAY	\$0.00	\$0.00	n/a	\$0.00
410.132T	TRAFFIC SAFETY DETAIL O/T	\$6,000.00	\$648.10	10.80%	\$5,351.90
410.134	ANIMAL CONTROL PAY	\$4,000.00	\$2,050.00	51.25%	\$1,950.00
410.183	POLICE OVERTIME	\$85,000.00	\$85,566.13	100.67%	(\$566.13)
410.192	POLICE SCHOOLING	\$20,000.00	\$19,769.11	98.85%	\$230.89
410.210	POLICE MATL/SUPPLIES	\$10,000.00	\$8,347.94	83.48%	\$1,652.06
410.231	POLICE VEHICLE GAS/OIL	\$45,000.00	\$23,706.55	52.68%	\$21,293.45
410.238	POLICE UNIFORMS	\$20,000.00	\$4,682.72	23.41%	\$15,317.28
410.239	PATROL CAR TIRES	\$2,000.00	\$1,344.00	67.20%	\$656.00
410.239A	POLICE AMMO/FLARES	\$26,000.00	\$12,890.75	49.58%	\$13,109.25
410.314	POLICE LEGAL	\$25,000.00	\$55,735.38	222.94%	(\$30,735.38)
410.331	ANIMAL CONTROL VEHICLE	\$0.00	\$0.00	n/a	\$0.00
410.371	VEHICLE PURCHASE	\$0.00	\$0.00	n/a	\$0.00
410.372	RADIO	\$3,000.00	\$0.00	0.00%	\$3,000.00
410.372A	SCALES	\$0.00	\$0.00	n/a	\$0.00
410.372B	VASCAR	\$2,200.00	\$0.00	0.00%	\$2,200.00
410.372C	COMPUTER NETWORK/MDT	\$33,800.00	\$16,790.21	49.68%	\$17,009.79
410.373	BREATHALIZER	\$0.00	\$0.00	n/a	\$0.00
410.374	POLICE VEHICLE MAINT.	\$27,000.00	\$5,005.15	18.54%	\$21,994.85
410.375	POLICE CAR CALIBRATION	\$2,800.00	\$2,181.00	77.89%	\$619.00
410.450	POLICE CAR WASH	\$2,300.00	\$2,300.00	100.00%	\$0.00

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Account	Description	Budget	Actual	Percentage of Budget	Variance Amount
Expense					
410.460	POLICE GENERAL EXPENSE	\$2,600.00	\$1,967.32	75.67%	\$632.68
410.462	POLICE PHYSICAL EXAMS	\$1,500.00	\$2,508.28	167.22%	(\$1,008.28)
410.470	POLICE INVESTIGATIONS	\$4,100.00	\$3,351.75	81.75%	\$748.25
410.540-001	D.A.R.E.	\$4,100.00	\$1,664.98	40.61%	\$2,435.02
410.540-002	COMMUNITY POLICING	\$2,000.00	(\$250.00)	-12.50%	\$2,250.00
410.540-003	TRAFFIC SAFETY UNIT	\$5,000.00	\$1,469.54	29.39%	\$3,530.46
410.541	SPECIAL REACTION TEAM	\$4,000.00	\$3,293.68	82.34%	\$706.32
410.542	COMMUNITY REVIT. PROGRAM	\$0.00	\$0.00	n/a	\$0.00
410.750	POLICE MINOR EQUIPMENT	\$5,000.00	\$863.86	17.28%	\$4,136.14
411.130	FIRE MARSHAL PAY	\$26,314.00	\$24,440.48	92.88%	\$1,873.52
411.150	FIRE WORKERS COMP.	\$20,860.00	\$20,859.00	100.00%	\$1.00
411.212	FIRE MATLS & SUPPLIES	\$1,000.00	\$1,072.99	107.30%	(\$72.99)
411.331	FIRE MILEAGE	\$1,000.00	\$1,578.27	157.83%	(\$578.27)
411.373	FIRE MAINT. & REPAIR	\$0.00	\$0.00	n/a	\$0.00
411.460	FIRE GENERAL EXPENSE	\$1,200.00	\$1,514.63	126.22%	(\$314.63)
411.5	FIRE RELIEF FUND	\$143,537.00	\$131,952.15	91.93%	\$11,584.85
411.740	EMERGENCY-CAPITAL EQ.	\$1,500.00	\$285.44	19.03%	\$1,214.56
414.130	CODE ENFORCEMENT PAY	\$149,972.00	\$131,587.46	87.74%	\$18,384.54
414.131	CODE OVERTIME	\$400.00	\$642.85	160.71%	(\$242.85)
414.141	INSPECTION SERVICE	\$15,000.00	\$19,037.25	126.92%	(\$4,037.25)
414.210	CODE MATLS & SUPPLIES	\$2,000.00	\$1,422.33	71.12%	\$577.67
414.310	RECYCLING GRANT EXPENSES	\$2,600.00	\$3,992.00	153.54%	(\$1,392.00)
414.313	CODE ENGINEERING TWP	\$0.00	\$0.00	n/a	\$0.00
414.313-001	CODE ENGINEERING TWP-TRAFFIC ENGINEER	\$0.00	\$0.00	n/a	\$0.00
414.313-002	CODE WATER/SEWER ENGR.-HYDRO	\$0.00	\$0.00	n/a	\$0.00
414.313-003	CODE ENGINEERING TWP-COMMUNICATIONS ENGR	\$0.00	\$0.00	n/a	\$0.00
414.313A	CODE ENGR. DEVELOPER (REIMB.)	\$125,000.00	\$106,745.09	85.40%	\$18,254.91
414.313A-001	CODE WATER/SEWER ENGR. (REIMB.)	\$110,000.00	\$34,055.70	30.96%	\$75,944.30
414.314	CODE LEGAL TOWNSHIP	\$0.00	\$0.00	n/a	\$0.00
414.314-001	CODE LEGAL TOWNSHIP-VALIDITY CHALLENGES	\$0.00	\$0.00	n/a	\$0.00
414.314-002	CODE LEGAL TOWNSHIP-PLANNING COMMISSION	\$3,000.00	\$4,905.00	163.50%	(\$1,905.00)
414.314-003	CODE LEGAL TOWNSHIP-SALDO	\$0.00	\$0.00	n/a	\$0.00
414.314A	CODE LEGAL DVLP MNT	\$30,000.00	\$12,467.00	41.56%	\$17,533.00
414.314B	DOLINGTON LAND CHALLENGE	\$0.00	\$0.00	n/a	\$0.00
414.315	CODE COMMUNITY PLANNER	\$0.00	\$0.00	n/a	\$0.00
414.315A	WC GATEWAY PROJECT-CONSTRUCTION	\$0.00	\$0.00	n/a	\$0.00
414.315B	WC GATEWAY PROJECT - INSPECTION	\$0.00	\$0.00	n/a	\$0.00
414.315C	STOOPVILLE RD PRELIMINARY ENGR.	\$228,555.00	\$14,277.25	6.25%	\$214,277.75
414.315D	REPETITIVE FLOOD GRANT	\$0.00	\$0.00	n/a	\$0.00
414.316	JOINT PLAN	\$4,600.00	\$4,500.00	97.83%	\$100.00
414.316-001	JOINT PLAN-GRANT EXPENSES	\$0.00	\$0.00	n/a	\$0.00

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Expense					
414.317	JOINT VALIDITY CHLNGE	\$0.00	\$0.00	n/a	\$0.00
414.318	SOLID WASTE/RECYCLING	\$200.00	\$0.00	0.00%	\$200.00
414.318A	TRAFFIC IMPACT STUDY	\$0.00	\$0.00	n/a	\$0.00
414.319	GIS/SOFTWARE	\$3,000.00	\$2,408.00	80.27%	\$592.00
414.321	UNIFORM CONSTRUCTION CODE FEES	\$750.00	\$748.00	99.73%	\$2.00
414.322	BLDG PLAN REVIEW REFUND	\$3,000.00	\$0.00	0.00%	\$3,000.00
414.340	CODE ADVERT./PRINTING	\$2,600.00	\$1,680.05	64.62%	\$919.95
414.374	CODE VEHICLE MAINT.	\$1,000.00	\$272.28	27.23%	\$727.72
414.400	CREDIT CARD FEES	\$850.00	\$1,478.31	173.92%	(\$628.31)
414.460	CODE GENERAL EXPENSE	\$2,000.00	\$1,454.94	72.75%	\$545.06
414.461	ENVIRON. ADVISORY COM.	\$1,500.00	\$391.99	26.13%	\$1,108.01
414.461-001	ENVIRON. ADVISORY COM.-DEER MANAGEMENT	\$0.00	\$0.00	n/a	\$0.00
414.461-002	ENVIRON. ADVISORY COM.-RIPARIAN LEGAL EXPENSES	\$0.00	\$0.00	n/a	\$0.00
414.461-003	ENVIRON. ADVISORY COM.-RIPARIAN ENGR. EXPENSES	\$0.00	\$0.00	n/a	\$0.00
414.462	AGRICULTURAL SECURITY BOARD	\$0.00	\$0.00	n/a	\$0.00
414.463	AERIAL DIGITAL MAPPING	\$0.00	\$0.00	n/a	\$0.00
414.750	CODE MINOR EQUIPMENT	\$7,000.00	\$2,367.64	33.82%	\$4,632.36
414ZHB	ZONING HEARING BOARD	\$12,000.00	\$13,317.38	110.98%	(\$1,317.38)
430.231	ROAD VEHICLE GAS & OIL	\$15,000.00	\$6,171.89	41.15%	\$8,828.11
430.238	ROAD UNIFORMS	\$6,200.00	\$3,259.19	52.57%	\$2,940.81
430.260	ROAD MATERIAL & TOOLS	\$2,500.00	\$1,091.14	43.65%	\$1,408.86
430.371	TREE MAINTENANCE	\$30,000.00	\$6,207.50	20.69%	\$23,792.50
431	ROAD SNOW REMOVAL CONTRAC	\$14,000.00	\$5,040.00	36.00%	\$8,960.00
433	TRAFFIC LIGHT	\$0.00	\$0.00	n/a	\$0.00
438.01	ROAD MATERIAL STONE/OIL	\$680,000.00	\$586,074.60	86.19%	\$93,925.40
438.145	PUBLIC WORKS PAY	\$322,937.00	\$261,939.31	81.11%	\$60,997.69
438.145A	ROAD ACTING SUPV. PAY	\$0.00	\$0.00	n/a	\$0.00
438.460	ROAD GENERAL EXPENSE	\$4,000.00	\$2,023.97	50.60%	\$1,976.03
438.70	ROAD MAJOR EQUIPMENT	\$0.00	\$0.00	n/a	\$0.00
439	ROAD - CONSTRUCTION	\$0.00	\$0.00	n/a	\$0.00
452.210	PARK/REC REV. RUN	\$25.00	\$25.00	100.00%	\$0.00
452.325	PARK/REC POSTAGE	\$0.00	\$0.00	n/a	\$0.00
452.373	STREETSCAPE MAINTENANCE	\$15,000.00	\$5,573.87	37.16%	\$9,426.13
452.460	PARK/REC GENERAL EXPENSE	\$0.00	\$0.00	n/a	\$0.00
452.530	PARK CONTRIBUTIONS	\$30,000.00	\$30,000.00	100.00%	\$0.00
452.531	CREDIT CARD DONATIONS	\$0.00	\$0.00	n/a	\$0.00
481.50	CONTRIBUTIONS	\$5,000.00	\$4,550.00	91.00%	\$450.00
482	JUDGEMENTS AND LOSSES	\$0.00	\$0.00	n/a	\$0.00
483.001	MUNICIPAL RETIREMENT	\$110,000.00	\$104,641.18	95.13%	\$5,358.82
483.002	POLICE PENSION	\$165,000.00	\$119,515.85	72.43%	\$45,484.15
484	WORKERS COMPENSATION	\$86,049.00	\$89,587.00	104.11%	(\$3,538.00)
485	UNEMPLOYMENT COMPENSATION	\$5,000.00	\$3,167.49	63.35%	\$1,832.51

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Expense					
486.100	HEP B VACCINATION	\$0.00	\$0.00	n/a	\$0.00
486.153	MUNICIPAL LIABILITY	\$0.00	\$0.00	n/a	\$0.00
486.351	AUTO INSURANCE	\$0.00	\$0.00	n/a	\$0.00
486.352	ERRORS & OMISSIONS	\$0.00	\$0.00	n/a	\$0.00
486.353	POLICE PROFESSIONAL	\$0.00	\$0.00	n/a	\$0.00
486.354	UMBRELLA	\$0.00	\$0.00	n/a	\$0.00
486.355	GENERAL LIABILITY	\$50,879.00	\$50,879.00	100.00%	\$0.00
486.356	POLLUTION LIABILITY	\$0.00	\$0.00	n/a	\$0.00
486.357	ADOPT-A-ROAD ACCIDENT	\$0.00	\$0.00	n/a	\$0.00
486.460	HISTORIC GENERAL EXP.	\$0.00	\$0.00	n/a	\$0.00
487	HEALTH INSURANCE	\$720,576.00	\$623,889.28	86.58%	\$96,686.72
488	LIFE INSURANCE	\$9,000.00	\$7,694.10	85.49%	\$1,305.90
488A	SHORT TERM DISABILITY	\$19,000.00	\$17,226.16	90.66%	\$1,773.84
488B	LONG TERM DISABILITY	\$12,500.00	\$10,102.01	80.82%	\$2,397.99
489	FICA	\$158,145.00	\$134,910.72	85.31%	\$23,234.28
489.01	TRANSFER - NONPOLICE	\$47,052.00	\$48,121.15	102.27%	(\$1,069.15)
489.02	TRANSFER - POLICE	\$117,630.00	\$131,239.50	111.57%	(\$13,609.50)
489A	MEDICARE	\$37,000.00	\$27,770.91	75.06%	\$9,229.09
490	CAPITAL RESERVE	\$0.00	\$0.00	n/a	\$0.00
491	OPERATING RESERVE	\$0.00	\$0.00	n/a	\$0.00
491A	LITIGATION RESERVE	\$0.00	\$0.00	n/a	\$0.00
491B	TAX REFUNDS	\$2,000.00	\$121.27	6.06%	\$1,878.73
491C	OPEN SPACE TRANSFER	\$0.00	\$0.00	n/a	\$0.00
491D	DEVELOPER ESCROW REFUNDS	\$0.00	\$0.00	n/a	\$0.00
491E	REFUND OF PRIOR YEAR REVENUES	\$0.00	\$0.00	n/a	\$0.00
492	TRANSFER - REPETITIVE FLOOD GRANT PROGRAM	\$0.00	\$0.00	n/a	\$0.00
492A	TRANSFER - BLDG DEBT SERV	\$0.00	\$0.00	n/a	\$0.00
492B	TRANSFER - MISCELLANEOUS	\$0.00	\$0.00	n/a	\$0.00
492C	TRANSFER - CAPITAL RESERVE FUND	\$153,000.00	\$153,000.00	100.00%	\$0.00
492D	TRANSFER - BLDG CONSTRUCTION	\$0.00	\$0.00	n/a	\$0.00
492E	TRANSFER - FIRE FUND-SUPV. PAY(TC)	\$1,150.00	\$0.00	0.00%	\$1,150.00
Total		\$6,593,971.00	\$5,287,161.75	80.18%	\$1,306,809.25
Total Expense		\$6,593,971.00	\$5,287,161.75	80.18%	\$1,306,809.25
Net:		(\$508,452.00)	\$905,704.03	-178.13%	\$1,414,156.03