

**Upper Makefield Township Board of Supervisors
September 13, 2023 Budget Workshop Minutes**

The September 13, 2023 Budget Workshop of the Upper Makefield Township Board of Supervisors was called to order by Chair Tom Cino at 6:32 p.m. In attendance were the following members of the Board of Supervisors: Chair Tom Cino, Vice Chair Ed Ford, Treasurer Tim Thomas, Member Yvette Taylor and Member Ben Weldon. Also in attendance were Township Manager David R. Nyman, Assistant Township Manager Judy Caporiccio, Finance Officer Sandy Wenitsky, Public Works Superintendent Matt Gorman, Police Chief Mark Schmidt.

PLEDGE OF ALLEGIANCE

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

Mr. Cino then explained the budget process and timeline, noting that the workshops are work sessions with staff. The documents will become public once the Preliminary Budget is publicly presented and approved by the Board of Supervisors. The second Budget Workshop will be held on October 3, 2023 beginning at 6:30 p.m.

GENERAL FUND

Mr. Nyman provided a presentation of significant line items of the General Fund, Liquid Fuels Fund, Open Space Fund, Building Construction Fund and Capital Reserve Fund. Mr. Nyman noted that the review of the remaining funds will occur at the second Budget Workshop on October 3, 2023. Consideration of the Preliminary Budget is scheduled for October 17, 2023 after which time the Budget will be available for public inspection.

Throughout the presentation, members of the Board asked questions, provided comments and made recommendations.

Mr. Thomas and Ms. Taylor suggested an Upper Makefield Community Day next year and requested budgeting \$10,000 for such an event. Following discussion, consensus was that Mr. Thomas and Ms. Taylor will develop an outline for an event and contact other municipalities for their input on organization and sponsors. This item will be revisited at an upcoming meeting.

Mr. Nyman explained during the presentation that he is proposing to move 1.5 mil from the Open Space Fund to the General Fund, noting that voter-approved open space debt will be paid off in 2024. The building construction debt will be paid off in 2025 resulting in no remaining Township debt.

Mr. Nyman encouraged the Board to share any additional thoughts before the next Budget Workshop. The Board thanked staff for their efforts during the budget process and throughout the year.

OTHER BUSINESS

There was no Other Business.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

A motion was made by Mr. Thomas and seconded by Ms. Taylor to adjourn the meeting at 7:29 p.m. Motion carried by unanimous vote.

Respectfully submitted,



Judy A. Caporiccio
Assistant Township Manager
Approved: October 3, 2023