



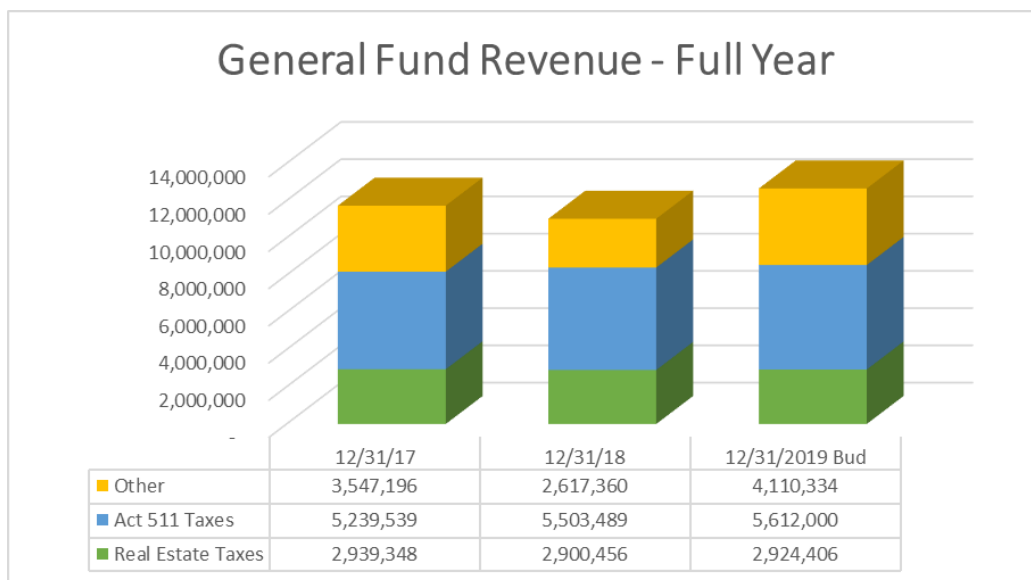
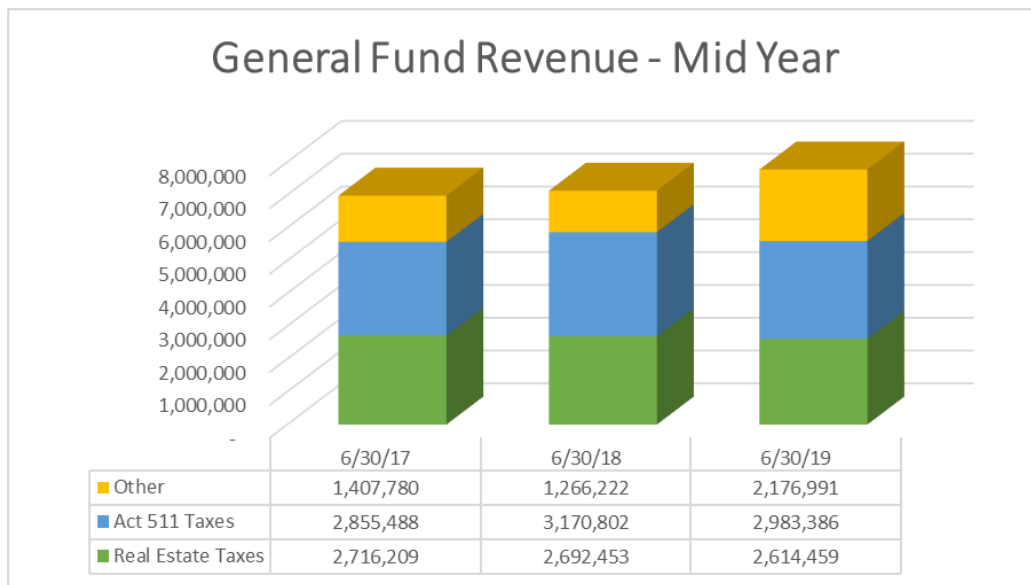
**2019**

**MID-YEAR REPORT**

## Financial

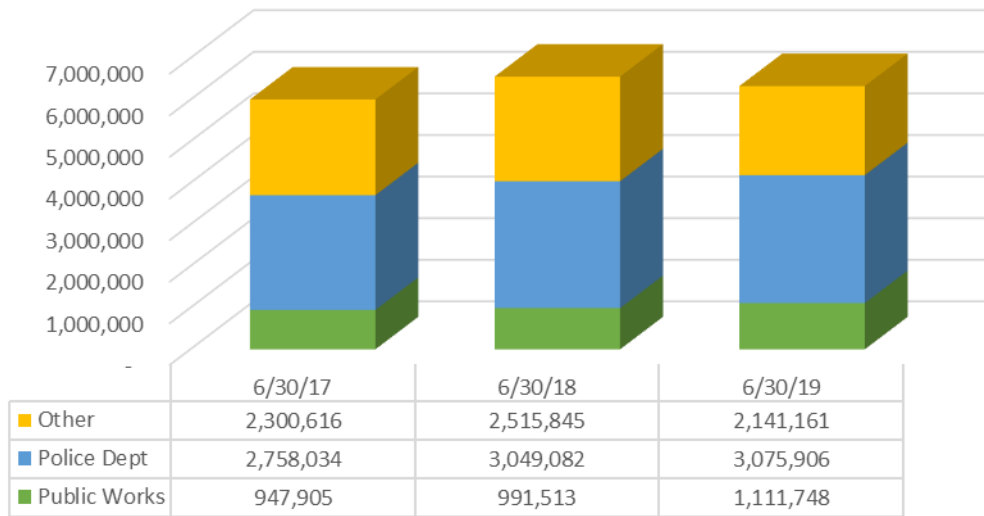
The tables below illustrate the General Fund Revenues expenses, mid-year for 2017, 2018, and 2019 along with the year end date for 2017 and 2018 and estimates for 2019.

	<b>Real Estate Taxes</b>	<b>Act 511 Taxes</b>	<b>Other</b>	<b>TOTAL</b>
6/30/17	2,716,209	2,855,488	1,407,780	6,979,477
6/30/18	2,692,453	3,170,802	1,266,222	7,129,477
6/30/19	2,614,459	2,983,386	2,176,991	7,774,836
	<b>Real Estate Taxes</b>	<b>Act 511 Taxes</b>	<b>Other</b>	<b>TOTAL</b>
12/31/17	2,939,348	5,239,539	3,547,196	11,726,082
12/31/18	2,900,456	5,503,489	2,617,360	11,021,305
12/31/2019 Bud	2,924,406	5,612,000	4,110,334	12,646,740

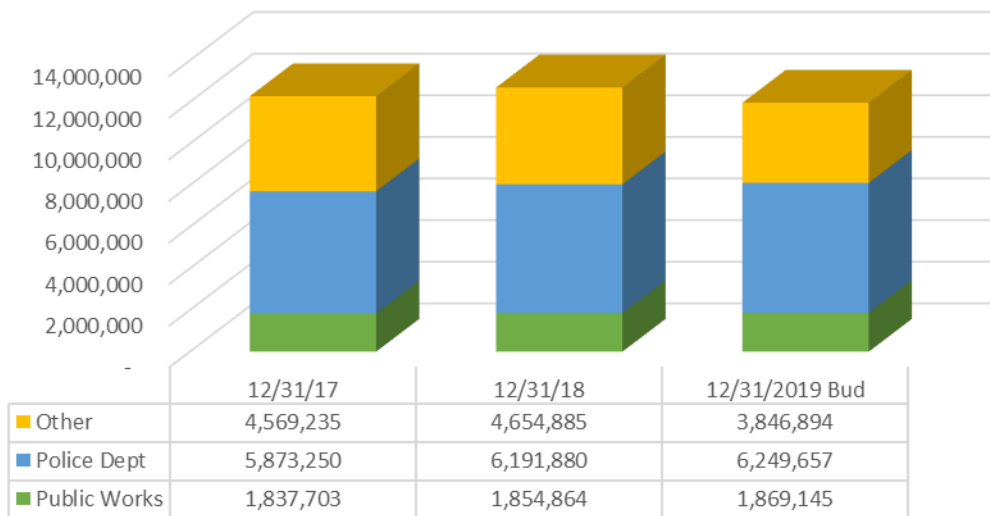


	<b>Public Works</b>	<b>Police Dept</b>	<b>Other</b>	<b>TOTAL</b>
6/30/17	947,905	2,758,034	2,300,616	6,006,555
6/30/18	991,513	3,049,082	2,515,845	6,556,439
6/30/19	1,111,748	3,075,906	2,141,161	6,328,814
	<b>Public Works</b>	<b>Police Dept</b>	<b>Other</b>	<b>TOTAL</b>
12/31/17	1,837,703	5,873,250	4,569,235	12,280,188
12/31/18	1,854,864	6,191,880	4,654,885	12,701,628
12/31/2019 Bud	1,869,145	6,249,657	3,846,894	11,965,697

### General Fund Expenses - Mid Year



### General Fund Expenses - Full Year



2019 Goal	2019 Accomplishment
<b><u>Financial</u></b>	
<ul style="list-style-type: none"> <li>Complete sale of wastewater system</li> </ul>	<ul style="list-style-type: none"> <li>Review by PUC underway</li> </ul>
<ul style="list-style-type: none"> <li>Implement use of proceeds plan</li> </ul>	<ul style="list-style-type: none"> <li>Will occur after closing</li> </ul>
<ul style="list-style-type: none"> <li>Continue Business Privilege Tax enforcement</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<ul style="list-style-type: none"> <li>Review Earned Income Tax base to ensure compliance</li> </ul>	<ul style="list-style-type: none"> <li>Deferred until 2020</li> </ul>
<b><u>Enhance Zoning Ordinance and Subdivision/Land Development</u></b>	
<ul style="list-style-type: none"> <li>Continue work on updating definitions, regulations and uses</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>
<ul style="list-style-type: none"> <li>Assess Riverfront Zoning framework</li> </ul>	<ul style="list-style-type: none"> <li>Deferred until 2020</li> </ul>
<ul style="list-style-type: none"> <li>Establish Overlay Zoning for Town Commons</li> </ul>	<ul style="list-style-type: none"> <li>Completed</li> </ul>
<b><u>Park &amp; Recreation</u></b>	
<ul style="list-style-type: none"> <li>Planning <ul style="list-style-type: none"> <li>* Approve Trout Run Master Plan</li> <li>* Begin Daniel Boone Homestead Master Plan</li> <li>* Implement Reading Country Club Strategic Plan <ul style="list-style-type: none"> <li>o Construct Second Access Road</li> <li>o Expand Parking Lot</li> <li>o Connect Golf Paths</li> <li>o Relocation of Maintenance Building</li> <li>o Assess Energy Audit Recommendations</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Approved</li> <li>Waiting for agreement from DCNR</li> <li>Underway</li> </ul>
<ul style="list-style-type: none"> <li>Site Improvements <ul style="list-style-type: none"> <li>* Design second access to Trout Run</li> <li>* Upgrade Pineland Park</li> <li>* Upgrade Dunn Center landscaping</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> <li>Underway</li> <li>Deferred until 2020</li> </ul>
<ul style="list-style-type: none"> <li>Recreation Program <ul style="list-style-type: none"> <li>* Enhance Summer Program</li> <li>* Expand number of Community Events</li> <li>* Acquire Siltation Basin</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> <li>Underway</li> <li>Underway</li> </ul>
<b><u>Infrastructure</u></b>	
<ul style="list-style-type: none"> <li>Design and implement Perkiomen Avenue Streetscape</li> </ul>	<ul style="list-style-type: none"> <li>Under design, construction to be in late 2020</li> </ul>
<ul style="list-style-type: none"> <li>Complete Route 422 barrier analysis</li> </ul>	<ul style="list-style-type: none"> <li>Deferred for 2020</li> </ul>
<ul style="list-style-type: none"> <li>Develop Master Plan for Township Building</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<ul style="list-style-type: none"> <li>Design bridge/culvert project</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<ul style="list-style-type: none"> <li>Design Stormwater Basin Improvements (MS4)</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<b><u>Communications</u></b>	
<ul style="list-style-type: none"> <li>Enhance website, newsletter, social media contacts</li> </ul>	<ul style="list-style-type: none"> <li>Website, new logo and newsletter updated</li> </ul>
<ul style="list-style-type: none"> <li>Enhance content of all platforms</li> </ul>	<ul style="list-style-type: none"> <li>Additional content created</li> </ul>

<ul style="list-style-type: none"> <li>Enhance communications with schools, business groups, and community organizations</li> </ul>	<ul style="list-style-type: none"> <li>Outreach through Recreation and Police departments</li> </ul>
<b><u>Economic Development</u></b>	
<ul style="list-style-type: none"> <li>Continue discussions with property owners on development opportunities</li> </ul>	<ul style="list-style-type: none"> <li>Continually meet with prospective developers</li> </ul>
<ul style="list-style-type: none"> <li>Secure Promenade Shopping Center for Municipal Complex</li> </ul>	<ul style="list-style-type: none"> <li>Agreement reached</li> </ul>
<ul style="list-style-type: none"> <li>Develop Strategic Plan for Municipal Complex</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<ul style="list-style-type: none"> <li>Construct Gateway Signs</li> </ul>	<ul style="list-style-type: none"> <li>Design underway</li> </ul>
<b><u>Personnel</u></b>	
<ul style="list-style-type: none"> <li>Update Employee Manual</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<ul style="list-style-type: none"> <li>Update Safety Manual</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<ul style="list-style-type: none"> <li>Implement Electronic Payroll System</li> </ul>	<ul style="list-style-type: none"> <li>Deferred until 2020</li> </ul>
<ul style="list-style-type: none"> <li>Expand Financial Reporting</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<ul style="list-style-type: none"> <li>Enhance intranet capabilities</li> </ul>	<ul style="list-style-type: none"> <li>Deferred until 2020</li> </ul>
<ul style="list-style-type: none"> <li>Establish Employee Education/Training Program</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<ul style="list-style-type: none"> <li>Establish New Hire Introduction Program</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<ul style="list-style-type: none"> <li>Establish Management Training Program</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<ul style="list-style-type: none"> <li>Establish Interdepartmental Communication Program</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<b><u>Information Technology</u></b>	
<ul style="list-style-type: none"> <li>Acquire additional server</li> </ul>	<ul style="list-style-type: none"> <li>Not required</li> </ul>
<ul style="list-style-type: none"> <li>Update hardware as required</li> </ul>	<ul style="list-style-type: none"> <li>Completed</li> </ul>
<ul style="list-style-type: none"> <li>Acquire Code Software</li> </ul>	<ul style="list-style-type: none"> <li>Study underway</li> </ul>
<ul style="list-style-type: none"> <li>Acquire Recreation Software</li> </ul>	<ul style="list-style-type: none"> <li>Implemented</li> </ul>
<ul style="list-style-type: none"> <li>Integrate Software among Departments</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>
<ul style="list-style-type: none"> <li>Utilize Cloud to best advantage of Township</li> </ul>	<ul style="list-style-type: none"> <li>Underway</li> </ul>

## Departmental Summary

### Recreation & Communication

- Website and Newsletter and Logo updated
- Recreation Program better managing activity
- Summer Program operating in accordance with policy direction

### Reading Country Club

- Increased May revenue due in large part to better weather and increased marketing

### Fleet Management

- Reduction in idle time resulted in savings of \$2,300 in gasoline
- 14 pieces of equipment sold, \$32,154 in revenue realized

### Safety Committee

- Provided 62.5 hours of employee safety training
- Received \$4,691 Safety Grant

### Highway

- Completed paving of Township streets
- Prepared Park system
- Street sweeping ongoing

### Finance

- Asset Management process underway
- Working on transfer of data for PA American Water for sale of Wastewater System

### Police

- Utilizing social media to assist in solving retail theft
- Began recruitment process for new patrol officers

### Engineering

- 2018 – 535 permits issued, \$89,000 in revenue
- 2019 – 387 permits issued, \$51,000 in revenue

### Human Resources

- Hired new Police Chief
- Staffed summer help for Recreation and Highway departments