

**TOWN OF McCANDLESS  
NOVEMBER 14, 2016**

**AGENDA  
ZONING COMMITTEE MEETING**

1. Call to order.
2. Review Budget Programs 413 and 414.
3. Public Comment on agenda item.

**AGENDA  
FINANCE and PERSONNEL COMMITTEE MEETING**

1. Call to order.
2. Discuss a draft amendment to the Town's Appointment Policy regarding procedures governing incumbents.
3. Notification a public hearing is scheduled for Council's Regular Business Meeting on an ordinance tentatively identified as Ordinance No.1460, an ordinance setting the Real Estate Tax rate for 2017 and other revenue sources and setting certain appropriations for the 2017 calendar year.
4. Notification a public hearing is scheduled for Council's Regular Business Meeting on an ordinance tentatively identified as Ordinance No. 1461, an ordinance reappropriating certain amounts of money within the General Fund 2016 budget.
5. Review Budget Programs 409; 426; 454; 400-406; Fund 18.
6. Public Comment on agenda items.

Respectfully submitted,



**Tobias M. Cordek  
Town Manager**

/mah

**OFFICIAL  
TOWN OF McCANDLESS  
RESOLUTION No. 9 of 2016**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF McCANDLESS,  
ALLEGHENY COUNTY, PENNSYLVANIA, ESTABLISHING AN APPOINTMENT POLICY  
FOR AUTHORITIES, BOARDS, COMMISSIONS AND ADVISORY COMMITTEES**

**WHEREAS**, the Town Council of the Town of McCandless regularly appoints qualified electors and/or residents of the Town to positions on various Town Authorities, Boards, Commissions and Advisory Committees; and

**WHEREAS**, Town Council wishes to establish an appointment policy to ensure that the most qualified individuals are identified to serve in such roles.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Town Council of the Town of McCandless as follows:

Section 1.

The Town Council of the Town of McCandless hereby adopts the Appointment Policy attached hereto as **Exhibit A** and incorporated herein by reference.

Section 2.

Any resolutions in conflict with this Resolution shall be repealed to the extent of such conflict.

Section 3.

This Resolution shall become effective upon adoption.

Motion made by Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and this resolution is adopted this \_\_\_ day of \_\_\_\_\_, 2016.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

**EXHIBIT A  
APPOINTMENT POLICY**

1. An application form for positions on Authorities, Boards, Commissions and Advisory Committees appointed by Town Council and information about these positions will be available at Town Hall and on the Town website.
2. Applications will be accepted at any time for any position. Acknowledgement of receipt of an application will be sent within seven (7) days. Applications will be kept on file at the Town Hall for up to two years from the date of receipt.
3. When a vacancy occurs, the position will be posted on the Town website for thirty (30) days, unless a shorter or longer period is determined by Council. Advertisements can also be placed in other Town publications such as the Town Crier and eNews (McMail), if feasible within the thirty-day time period.
4. Incumbents will be invited to be considered for re-appointment by the appropriate Town Council Committee Chair or liaison unless Town Council determines otherwise. An incumbent seeking re-appointment will complete the Town's application form, submit an updated resume if the incumbent desires and schedule an interview with Town Council through the Town Manager's Office.
- ~~4.~~ 5. Applications may be submitted in person at the Town Hall, by mail or electronically to the Town Manager before the posted deadline.
- ~~5.~~ 6. Town Council will conduct an interview with qualified individual applicants for vacancies at the convenience of the applicant and Council soon as feasible.
- ~~6.~~ 7. Appointments will be made following the interview by majority vote of Town Council.
- ~~7.~~ 8. Successful appointees will be notified within one week of appointment.
- ~~8.~~ ~~Reappointments will be considered by Town Council upon consultation with the applicant and Council Liaison or Council Committee Chair as applicable.~~
9. Those appointed to positions after June 1, 2016, may hold no more than two appointed positions at one time.
10. Full descriptions, responsibilities and lengths of terms for Authorities, Boards, Commissions and Advisory Committees, as well as the names of appointees, appointment dates and term expiration will be posted on the Town website in the appropriate location.

OFFICIAL  
TOWN OF McCANDLESS  
ORDINANCE NO. 1460

AN ORDINANCE OF THE TOWN OF McCANDLESS FIXING THE REAL ESTATE TAX RATE FOR THE YEAR 2017 AND APPROVING THE TOWN BUDGET FOR THE YEAR 2017.

BE IT ORDAINED AND ENACTED by the Town Council of the Town of McCandless, Allegheny County, Pennsylvania as follows:

Section 1. A tax is hereby levied on all real property within the Town of McCandless subject to taxation for general governmental purposes, for debt purposes, for fire prevention and for capital improvements for the fiscal year 2017 as follows:

For governmental purposes, debt purposes, fire prevention purposes, and capital improvements, the sum of 1.296 mills on each dollar of assessed valuation, or the sum of 12.96 cents (\$.1296) on each one hundred dollars of assessed valuation.

Section 2. The 2017 Town of McCandless **General Fund** Budget is hereby approved as follows:

SUMMARY OF ESTIMATED REVENUE

Fund Balance (1/1/2017)	\$ 2,863,067
Real Estate Taxes	3,328,000
Act 511 Taxes	8,866,400
Penalties, Interest and Lien Filing Cost Reimbursements	47,000
Licenses, Permits and Franchise Fees	444,100
Fines and Forfeits	70,000
Interest Earnings	6,500
Rents and Royalties	17,000
Federal Capital and Operating Grants	- 0 -
State Capital and Operating Grants	131,000
State Shared Revenues and Entitlements	623,900
Local Grants/Contributions	116,500
Regional Asset District Sales Tax	440,000
Charges and Fees	591,200
Special Assessments	400
Contributions and Donations	16,000
Sale of Assets	42,000
Fund Transfers In	- 0 -
Refunds of Prior Year Expenditures	156,800
<b>TOTAL ESTIMATED REVENUE AND CASH</b>	<b>\$ 17,759,867</b>

SUMMARY OF ESTIMATED APPROPRIATIONS

General Government	\$ 1,839,800
Public Safety	6,859,100
Public Works	3,867,100
Culture & Recreation	1,046,300
Refunds	130,000
Fund Transfers Out	1,014,500

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Fund Balance (12/31/2017):	
Nonspendable Fund Balance	30,000
Committed Fund Balance	470,000
Assigned Fund Balance	- 0 -
Unassigned Fund Balance	<u>2,503,067</u>
TOTAL APPROPRIATIONS	\$ 17,759,867

Section 3. The 2017 Town of McCandless **State Highway Aid Fund Budget** is hereby approved as follows:

SUMMARY OF ESTIMATED REVENUE

Fund Balance (1/1/2017)	\$ - 0 -
Liquid Fuels State Funds	829,800
Turnback Funds	26,800
Interest Income	<u>600</u>
TOTAL ESTIMATED REVENUE AND CASH	\$ 857,200

SUMMARY OF ESTIMATED APPROPRIATIONS

Transfers Out	\$ 857,200
Restricted Fund Balance (12/31/2017)	<u>- 0 -</u>
TOTAL APPROPRIATIONS	\$ 857,200

Section 4. The 2017 Town of McCandless **Street and Water Assessment Fund Budget** is hereby approved as follows:

SUMMARY OF ESTIMATED REVENUE

Fund Balance (1/1/2017)	\$ 829,802
Assessments	65,000
Interest Income	<u>1,100</u>
TOTAL ESTIMATED REVENUE AND CASH	\$ 895,902

SUMMARY OF ESTIMATED APPROPRIATIONS

Public Works	\$ 391,000
Committed Fund Balance (12/31/2017)	<u>504,902</u>
TOTAL APPROPRIATIONS	\$ 895,902

Section 5. The 2017 Town of McCandless **Capital Projects and Improvements Fund Budget** is hereby approved as follows:

SUMMARY OF ESTIMATED REVENUE

Fund Balance (1/1/2017)	\$ 4,934,739
Contributions	- 0 -
Interest Income	18,000
Transfers In	<u>2,086,400</u>
TOTAL ESTIMATED REVENUE AND CASH	\$ 7,039,139

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SUMMARY OF APPROPRIATIONS

General Government	\$ 198,100
Public Works	4,363,400
Culture and Recreation	179,100
Committed Fund Balance (12/31/2017)	<u>2,298,539</u>
TOTAL APPROPRIATIONS	\$ 7,039,139

Section 6. The 2017 Town of McCandless **Transportation District Fund** Budget is hereby approved as follows:

SUMMARY OF ESTIMATED REVENUE

Fund Balance (1/1/2017)	\$ 457,887
Assessments	124,700
Interest Income	<u>3,000</u>
TOTAL ESTIMATED REVENUE AND CASH	\$ 585,587

SUMMARY OF ESTIMATED APPROPRIATIONS

Public Works	\$ 126,000
Transfers Out	124,700
Committed Fund Balance (12/31/2017)	<u>334,887</u>
TOTAL APPROPRIATIONS	\$ 585,587

Section 7. An estimate of the specific items making up the amounts appropriated to the various departments is on file in the Office of the Secretary of the Town, 9955 Grubbs Road, Wexford, PA 15090.

ORDAINED AND ENACTED into law this 19<sup>th</sup> day of December, 2016, to become effective January 1, 2017.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

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Secretary

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President