Minutes
April 18, 2019

Call to Order
Chair Arkoosh called the meeting to order.

Roll Call and Pledge of Allegiance
Chair Arkoosh and Commissioner Gale were present and Ms. Turea Hutson of the Recorder of Deeds office led the Pledge of Allegiance.

Commissioners’ Comments
Chair Arkoosh commented on the new voting system demos:
  - 318 attendees at our first voting demo in Ambler on Saturday, April 6
  - Over 100 attendees at our first “mini demo” in Upper Merion last week
  - Next two opportunities to attend a Conversations with Commissioners town hall and see our new voting system are:
    ➢ Tuesday, April 23 at MCCC Pottstown (6pm demo, 7pm town hall)
    ➢ Wednesday, May 1 at the Upper Perkiomen Education Center (6pm demo, 7pm town hall)

Commissioner Gale commented on Holy Week and Telecommunicators Week and thanked the Montgomery County 9-1-1 Call Center Telecommunicators.

Approval of Minutes
Commissioner Gale made a motion to approve the minutes of the April 4, 2019 meeting of the Montgomery County Board of Commissioners. Chair Arkoosh seconded the motion.

Chair Arkoosh brought the motion to a vote and it was adopted unanimously.

Announcements, Commendations and Reports
Montgomery County Centenarian Celebration – Doreen Hespell
Ms. Hespell introduced a featured centenarian - Louise Basile, 101 yrs old. Ms. Hespell also encouraged everyone 50 and older to register for the Senior Games.
Ms. Basile gave a few words about how she stays young. Chair Arkoosh and Commissioner Gale thanked Ms. Hespell and Ms. Basile and invited them to the dais for a photo and a proclamation.

**Drug Takeback Day – Tonya Lupinacci, Assistant Chief of Trials Division**
Ms. Lupinacci presented on Drug Takeback Day is Saturday, April 27. Chair Arkoosh thanked Ms. Lupinacci and emphasized the importance of disposing of medications properly. Commissioner Gale thanked Ms. Lupinacci and the District Attorney’s office for all their work on this initiative.

Recorder of Deeds Jeanne Sorg presented an update on the Recorder of Deeds office in the form of a Powerpoint which has been attached in the appendix of this document. Chair Arkoosh asked Recorder of Deeds Sorg where Veterans can find the dates for the Mobile Veterans Discount ID. Ms. Sorg responded montcopa.org/rod Commissioner Gale thanked Ms. Sorg and asked what the response has been from the Title Search community. Ms. Sorg responded that it has been a positive response.

**Financial Update – Dean Dortone**
Mr. Dortone presented a financial update for Montgomery County in the form of a PowerPoint presentation which has been attached in the appendix of this document. Chair Arkoosh thanked Mr. Dortone and asked him to elaborate on the CAFR. Commissioner Gale thanked Mr. Dortone for his update and inquired about the revenue collected towards Montgomery County Community College.

**Resolutions**

**Approval of a Trail Agreement with Upper Providence – Tom Bonner**
Commissioner Gale made a motion that the proper County Officials, in accordance with the authority conferred by law, subject to the approval of the County Solicitor, hereby authorize Montgomery County to enter into a cost sharing agreement with Upper Providence Township for the construction of the Upper Schuylkill Valley Park Trail in which Montgomery County will pay Fifty Percent (50%) of costs up to a maximum contribution of Three Hundred Thousand Dollars ($300,000.00).
Chair Arkoosh seconded the motion.

Chair Arkoosh commented “Yay!” to show her excitement.

There were no further board comments. There was no public comment. Chair Arkoosh brought the motion to a vote and it was adopted unanimously. The full text of resolution 19-C. 151 can be found in the appendix of this document.
Authorization to Advertise Amendments to the 2017 and 2018 Consolidated Annual Housing Action Plans – Emma Hertz
Commissioner Gale made a motion that the proper County Officials, in accordance with the authority conferred by law, subject to the approval of the County Solicitor, hereby authorize Montgomery County to advertise the proposed changes to Montgomery County’s 2017 and 2018 Consolidated Annual Action Plans as detailed on the attached exhibit. Be it further resolved that the amendments shall be available for public inspection and that public comments will be accepted by the Board of Commissioners until close of business on May 22, 2019.
Chair Arkoosh seconded the motion.

Chair Arkoosh inquired about the ease with which the public can comment on the project.
Ms. Hertz responded write public comment directly to the Office of Housing and Community Development until May 22, 2019.

There were no further board comments. There was no public comment. Chair Arkoosh brought the motion to a vote and it was adopted unanimously. The full text of resolution 19-C. 152 can be found in the appendix of this document.

Advertisement of RFPs
On motion of Commissioner Gale, seconded by Chair Arkoosh, the following requests for an advertisement of RFPs were authorized, subject to the approval of the County Solicitor:

1. RFP on behalf of Public Safety for renovations to the burn building at the Public Safety Training Campus
2. RFP on behalf of Assets and Infrastructure to retain a full-time on-site construction inspection firm for County bridge #274
3. RFP on behalf of Assets and Infrastructure for a County Asset Inventory

There was no board comment. There was no public comment. Chair Arkoosh brought the motion to a vote and it was adopted unanimously. The full text of resolution 19-C. 153 can be found in the appendix of this document.

Awards of Contract
Commissioner Gale made a motion to approve the preceding awards of contracts, as well as the contract for the Southeast PA Regional Task Force, as described by the Chief Operating Officer Lee Soltysiak, and to authorize the proper County Officials to execute the same, subject to the approval of the County Solicitor.
Chair Arkoosh seconded the motion.

Ms. Pauline Braccio made a public comment.
Ms. Elaine Mickman made a public comment.

There was no board comment. There were no further public comments. Chair Arkoosh brought the motion to a vote and it was adopted unanimously. The full text of resolutions 19-C 154-164 can be found in the appendix of this document.

**General Public Comment**
Ms. Pauline Braccio made a public comment.
Ms. Elaine Mickman made a public comment.

**Commissioners’ Comments**
Chair Arkoosh commented on Take Your Child to Work Day on April 25, 2019 and encouraged Montgomery County employees to bring their child(ren) to work.

**Upcoming Meeting Dates**
The next meeting of the Montgomery County Board of Commissioners will be at 10am on Thursday, May 2, 2019.

**Adjournment**
On motion of Commissioner Gale, seconded by Chair Arkoosh, the April 18, 2019 meeting of the Montgomery County Board of Commissioners was adjourned.

**Salary Board**
Controller Sanchez made a motion to approve the April 18, 2019 Salary Board presentation as given by our Director of Human Resources, Donna Pardieu, and to authorize the proper County Officials to execute the same. Commissioner Gale seconded the motion.

There was no board comment. There was no public comment. Chair Arkoosh brought the motion to a vote and the first motion of salary board was adopted.

**Adjournment**
On motion of Controller Sanchez, seconded by Commissioner Gale, the April 18, 2019 meeting of the Montgomery County Salary Board was adjourned.
APPENDIX
On motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. A length of trail, “Lock 60-Upper Schuylkill Valley Park Trail” will be constructed on land that County either owns or holds easements rights over, and financed by both the County of Montgomery (the “County”) and Upper Providence Township (the “Township”).

2. The construction of Lock 60-Upper Schuylkill Valley Park Trail will benefit the County and the Township by adding to the trail system enjoyed by the Township and the County residents.

3. Section 1507 of the Second Class Township Code and the Intergovernmental Cooperation, 53 PS 2301 allows the County and the Township to enter into a cost sharing agreement for the construction of Lock 60-Upper Schuylkill Valley Park Trail.

4. The County will pay Fifty Percent (50%) of all costs and expenses of construction, including engineering, except for the cost of the culverts up to a maximum County contribution of Three Hundred Thousand Dollars ($300,000.00).

5. The Township will pay all project costs above and beyond County's percentage contribution, which is capped at $300,000.00. Also, the Township will pay all of its legal and other non-engineer consultant costs.

6. The County will assume all post-construction trail maintenance obligations using the same criteria and maintenance schedules applicable to other County trails.

**NOW THEREFORE BE IT RESOLVED** that the proper County Officials, in accordance with the authority conferred by law, subject to the approval of the County Solicitor, hereby authorize Montgomery County to enter into a cost sharing agreement with Upper Providence Township for the construction of the Upper Schuylkill Valley Park Trail in which Montgomery County will pay Fifty Percent (50%) of costs up to a maximum contribution of Three Hundred Thousand Dollars ($300,000.00).
On motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. Pursuant to the Housing and Community Development Act of 1974, P. L. 93-383, as amended, the County of Montgomery, subsequent to designation as an Urban County/Participating Jurisdiction, is eligible to receive entitlement funds for the undertaking of the Community Development Block Grant Program (CDBG), HOME Investment Partnerships Program (HOME), and the Emergency Solutions Grant Program (ESG), on behalf of its constituent municipalities which have indicated their intent to participate with Montgomery County in the execution of these Programs.

2. Pursuant to the applicable regulations, the County annually drafts and advertises an Annual Action Plan that is consistent with the federal program regulations and the County’s Five-Year Consolidated Plan, the most recent of which was adopted August 9, 2018.

3. Such Plans take into account the needs of the communities being served, particularly the needs of lower-income families and individuals, elderly, disabled and other disadvantaged persons.

4. Funds related to activities approved in previous Annual Action Plans, which either cannot be fulfilled, or are no longer in keeping with the County’s Five-Year Consolidated Plan, may be re-allocated, following public advertisement of such and the opportunity for the public to provide comment and input to the recommended allocations.

**NOW THEREFORE BE IT RESOLVED** that the proper County Officials, in accordance with the authority conferred by law, subject to the approval of the County Solicitor, hereby authorizes Montgomery County to advertise the proposed changes to Montgomery County’s 2017 and 2018 Consolidated Annual Action Plans as detailed on the attached exhibit.

**BE IT FURTHER RESOLVED** that the amendments shall be available for public inspection and that public comments will be accepted by the Board of Commissioners until close of business on May 22, 2019.
EXHIBIT 1

2018 Program Year
Project Number: M-18-14-201
Advanced Living Communities
The Chalet – Cowpath Road
Acquisition/Rehabilitation/Rental $500,000.00
Cancellation

2017 Program Year
Project Number: M-17-12-201
Advanced Living Communities
Susie Clemens House – Derstine Road
Acquisition/ Development Soft Costs $500,000.00
Increase Funding

Advanced Living is proposing to move funds between projects to offset a shortfall on the acquisition and development soft costs associated with the construction of Susie Clemens, a 60 unit rental community for special needs and senior residents. Thirty-two (32) units will be affordable to seniors at or below 60% of AMI, and 13 will be market rate rental units. Additionally, fifteen (15) units will be targeted to adults with disabilities, of which 6 units will be referred by the Montgomery County Office of Behavioral Health and Developmental Disabilities (OMH), and nine (9) units will be assisted through the HUD 811 program. The County will assist 11 units with HOME funds. Susie Clemens House will continue the build-out of the Advanced Living’s Derstine Run Community in Hatfield Township, PA.
MONTGOMERY COUNTY COMMISSIONERS
April 18, 2019

On motion of Commissioner Gale, seconded by Chair Arkoosh, the following requests for an advertisement of RFPs were authorized, subject to the approval of the County Solicitor:

1. RFP on behalf of Public Safety for renovations to the burn building at the Public Safety Training Campus
2. RFP on behalf of Assets and Infrastructure to retain a full-time on-site construction inspection firm for County bridge #274
3. RFP on behalf of Assets and Infrastructure for a County Asset Inventory
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

BACKGROUND

1. The Department of Health and Human Services, Office of Aging and Adult Services (hereinafter “AAS”) is required to purchase services for low-income adults and/or elderly residents.

2. AAS had solicited Request for Proposal (RFP #16-14), Senior Community Center Services for a contract period from 7/1/2016 – 6/30/2019 and allowed for the contract to be extended for (2) additional (1) year periods; and RFP #18-07 for a contract period of 7/1/2018 - 6/30/2019 and allowed for (2) additional (1) year periods with the providers listed below.

Generations of Indian Valley
259 N. Second Street
Souderton, PA 18964
$240,000 per year

Greater Harleysville and North Penn Senior Services DBA Encore Experiences and The PEAK Center
312 Alumni Avenue
Harleysville, PA 19438
606 E. Main Street
Suite 1003
Lansdale, PA 19446
$365,712 per year

Klein Life of Montgomery County
7763 Old York Road
Elkins Park, PA 19027
$60,000 per year

Montco SAAC – Norristown and Ambler
536 George Street
Norristown, PA 19401
45 Forest Avenue
Ambler, PA 19002
$617,796 per year
The Open Link
517 Jefferson Street
East Greenville, PA 18041
$51,528 per year

Options in Aging DBA New Horizons Senior Center
Narberth Borough Hall
100 Conway Avenue, 2nd Floor
Narberth, PA 19072
$52,260 per year

The PALM – Center for Positive Aging in Lower Merion
117 Ardmore Avenue
Ardmore, PA 19003
$146,724 per year

Pottstown Area Seniors’ Center DBA TriCounty Active Adult Center
288 Moser Road
Pottstown, PA 19464
$224,004 per year

Salem Adult Citizens Center
2801 Woodland Road
Abington, PA 19001
$35,208 per year

3. It is the recommendation of the AAS Program Director and Fiscal Administrator to extend the contracts with the above-named providers for an additional (1) year period beginning July 1, 2019 through June 30, 2020.

NOW THEREFORE IT IS HEREBY RESOLVED, that the proper County Officials, in accordance with the authority conferred by law, and subject to the approval by the County Solicitor, are hereby authorized to extend the contract with the above listed providers for an additional (1) year period.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. The Housing and Community Development Department had previously solicited Request for Proposal 17-02, Your Way Home Legal Services and a contract was awarded to Legal Aid of Southeastern Pennsylvania of Norristown, PA.

2. The Housing and Community Development Department recommends entering into the second available one (1) year contract renewal with Legal Aid of Southeastern Pennsylvania of Norristown, PA to provide Your Way Home Legal Services, as requested under RFP 17-02, with the rates remaining the same.

**NOW, THEREFORE BE IT RESOLVED,** that the proper County Officials, in accordance with the authority conferred by law, subject to the approval of the County Solicitor, are hereby authorized to enter into a contract renewal with Legal Aid of Southeastern Pennsylvania of Norristown, PA, to provide Your Way Home Legal Services, as needed, for an estimated amount of $210,000.00 for a one (1) year period with one (1) remaining renewal available.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. The Housing and Community Development Department has previously solicited Request for Proposal 17-03, Technical Assistance for Housing and Community Development for a period of two (2) years with three (3) optional annual renewal terms.

2. The Housing and Community Development Department recommends entering into the first available contract renewal term with Triad Associates of Glenside, PA, to provide Technical Assistance for Housing and Community Development, as per the terms of RFP 17-03.

3. Contract term will be for the period of April 21, 2019 through April 20, 2020, with one (1) remaining optional annual renewal term.

**NOW, THEREFORE BE IT RESOLVED,** that the proper County Officials, in accordance with the authority conferred by law, subject to the approval of the County Solicitor, are hereby authorized to enter into a contract with Triad Associates of Glenside, PA, to provide Technical Assistance for Housing and Community Development for a total amount of $87,400.00 for a one (1) year period beginning April 21, 2019.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. Specification 6337, bid for Roadway Materials, for the Department of Assets & Infrastructure was previously advertised on www.Publicpurchase.com and contracts were awarded to:
   - Hei-Way LLC of Sarver, PA
   - Glasgow, Inc. of Glenside, PA

2. It is the recommendation of Assets & Infrastructure Department to enter into the second and final available one (1) year contract renewal term with the above vendors for Roadway Materials as needed as per specification 6337.

**NOW, THEREFORE BE IT RESOLVED**, that the contracts be renewed for a period of one (1) year with Hei-Way LLC of Sarver, PA and Glasgow, Inc. of Glenside, PA as per specification 6337, for an estimated amount of $30,000.00, with no remaining renewals available.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. The Department of Public Safety requires a computer server node for the purposes of providing full redundancy in the event of the main computer server becoming compromised.

2. This equipment is available through the PA Costars program for a total cost of $24,816.07 from Dell Inc. of Round Rock, TX.

**NOW, THEREFORE, BE IT RESOLVED** the County Commissioners hereby authorizes the Contract to Dell Inc. of Round Rock, TX, in the amount of $24,816.07.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. The Public Safety Department requires Commshop communication asset tracking software with maintenance and support, for the purposes of streamlining and consolidating technology capabilities in order to improve first responder support for County agencies.

2. The software with maintenance & support is available through a PA Costars contract for a total lump sum amount of $178,340.00 from Eastern Communications Ltd. of Long Island City, NY.

**NOW THEREFORE BE IT RESOLVED** that the County Commissioners hereby authorize the Contract to Eastern Communications Ltd. of Long Island City, NY, in the amount of $178,340.00.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

BACKGROUND

1. The County, on behalf of multiple departments, requires an upgrade to the current Geographic Information System (GIS), in order to provide a cloud-based platform for the software.

2. The software with maintenance & support is available through a PA Costars contract for a total lump sum amount of $80,000.00 from GeographIT, division of EBA Engineering Inc. of Lancaster, PA.

NOW THEREFORE BE IT RESOLVED that the County Commissioners hereby authorize the contract to GeographIT, division of EBA Engineering Inc. of Lancaster, PA, in the amount of $80,000.00.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. The Assets & Infrastructure Department, Roads & Bridges Division, has solicited Request for Proposal 18-39 for the purposes of seeking a qualified engineering firm to perform the required engineering, environmental permitting and construction consultation for the replacement of County Bridge No. 77, Plymouth Road over Wissahickon Creek in Lower Gwynedd Township.

2. RFP 18-39 was advertised on [www.publicpurchase.com](http://www.publicpurchase.com). The RFP was viewed by seventy-seven (77) firms with seventeen (17) responses received.

3. The Assets & Infrastructure Department, Roads & Bridges Division recommends entering into a contract with Whitney, Baily, Cox & Magnani (WBCM) LLC of Baltimore, MD, to provide services as requested RFP 18-39 for a total amount not-to-exceed $247,869.18.

**NOW THEREFORE IT IS HEREBY RESOLVED** that the proper County Officials, in accordance with the authority conferred by law, subject to the approval of the County Solicitor, are hereby authorized to enter into a contract with Whitney, Baily, Cox & Magnani (WBCM) LLC of Baltimore, MD, for a total amount not-to-exceed $247,869.18.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. The Health & Human Services Department, Office of Veteran Affairs, has requested the use of a Pennsylvania Costars State contract to purchase one (1) 2019 Ford Escape for a total cost of $23,873.00.

2. The Commonwealth of Pennsylvania has entered into contracts with various suppliers including New Holland Auto Group of New Holland, PA, for the purchase of vehicles to State Agencies and Political Subdivisions under Act 31, 1971 at State Contract prices.

**NOW, THEREFORE IT IS HEREBY RESOLVED** that a contract be authorized with New Holland Auto Group of New Holland, PA, for one (1) 2019 Ford Escape, for a total amount of $23,873.00, through a Pennsylvania Costars State contract, which precludes the need for advertised bidding.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. The Department of Health and Human Services, Office of Aging and Adult Services (hereinafter “AAS”) is required to purchase services for low-income adults and/or elderly residents.

2. The below named agencies are aging services partners and provide a unique service that qualifies as sole source under Aging Program Directive #14-01-03.

3. AAS entered into a contract from 7/1/2016 – 6/30/2019 and allowed for the contract to be extended for (2) additional (1) year periods.

**ACLAMO**

512 West Marshall Street  
Norristown, PA 19401  
Information and Assistance and Outreach Services to 60+ Population

**Legal Aid of Southeastern Pennsylvania**

$30,000.  
625 Swede Street  
Norristown, PA 19401  
Legal Assistance and Education Services

4. It is the recommendation of the AAS Program Director and Fiscal Administrator to extend the contracts with the above-named providers for an additional (1) year period beginning July 1, 2019 through June 30, 2020.

**NOW THEREFORE IT IS HEREBY RESOLVED**, that the proper County Officials, in accordance with the authority conferred by law, and subject to the approval by the County Solicitor, are hereby authorized to extend the contract with ACLAMO of Norristown, PA and Legal Aid of Southeastern Pennsylvania of Norristown, PA for an additional (1) year period.
On motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. The Montgomery County Department of Health and Human Services, Office of Drug and Alcohol (D&A) provides services for D&A clients of Montgomery County.

2. The Montgomery County Department of Health and Human Services, Office of D&A has determined the scope and extent of such services and the provider listed below has submitted an individual budget, accepted and approved by the Assistant Director, Department of Health and Human Services, Strategic Office to provide these services for the contract period specified below.

3. It is the recommendation of the Assistant Director, Department of Health and Human Services, Strategic Office to enter into the below listed contract amendment with this provider at the prescribed rate and contract period:

<table>
<thead>
<tr>
<th>Contract Amendment</th>
<th>Prior Contract Amount</th>
<th>Decreased/ Increased Amount</th>
<th>Revised Contract Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Carson Valley Children’s Aid</strong></td>
<td>$295,194.50</td>
<td>$4,000.00</td>
<td>$299,194.50</td>
</tr>
<tr>
<td>1419 Bethlehem Pike</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Flourtown, PA  19031</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Prior Res. No. 18-C. 325</td>
<td></td>
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</tr>
</tbody>
</table>

**THEREFORE IT IS HEREBY RESOLVED**, that the proper County officials, in accordance with the authority conferred by law, and subject to the approval by the County Solicitor, are hereby authorized to enter into a contract with the above named provider(s) for the listed services at the prescribed rates.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. Per Commissioners Resolution 18-C.358 dated November 15, 2018, the County awarded a contract for Your Way Home Housing Resource Center Operations to the Pottstown Cluster of Religious Communities of Pottstown, PA for a total cost of $500,000.00.

2. Because of approved 2018-2018 HSBG Carryover funds, the Office of Housing & Community Development desires to amend the contract with the Pottstown Cluster of Religious Communities for an additional $64,000.00.

**NOW, THEREFORE BE IT RESOLVED** that the contract awarded to the Pottstown Cluster of Religious Communities of Pottstown, PA for Your Way Home Housing Resource Center Operations be amended for a new total lump sum price of $564,000.00.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. Per Commissioners Resolution 17-C. 245 dated July 6, 2018, the County awarded a contract for Your Way Home Street Outreach Services to Access Services Inc. of Fort Washington, PA for a total cost of $371,214.00.

2. Because of approved 2018-2018 HSBG Carryover funds, the Office of Housing & Community Development desires to amend the contract with Access Services Inc. for an additional $30,000.00.

**NOW, THEREFORE BE IT RESOLVED** that the contract awarded to Access Services Inc. of Fort Washington, PA for Your Way Home Street Outreach Services be amended for a new total lump sum price of $401,214.00.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

The Department of Health and Human Services, Office of Aging and Adult Services (hereinafter “AAS”) is required to purchase services for low-income adults and/or elderly residents.

4. AAS had solicited Request for Proposal (RFP #15-30), Older Daily Living Center Services for a contract period from 7/1/2015 – 6/30/2018 and allowed for the contract to be extended for (2) additional (1) year periods; and RFP #16-44 for a contract period of 7/1/2016 - 6/30/2018 and allowed for (2) additional (1) year periods with the providers listed below.

5. Prescribed unit price for full day service is $65.00 and for half day service is $49.00.

**Abington Health Adult Day Services**
51 Medical Campus Drive
Lansdale, PA 19446

**Albert Senior Day Center LLC**
1400 Willow Avenue
Elkins Park, PA 19027

**BLN, LLC DBA 2nd Home Adult Day Care**
1614 Old York Road
Abington, PA 19001

**Bon Homie, Ltd.**
470 N. Lewis Road
Limerick, PA 19468

**Carrington Place of Chestnut Hill, LLC DBA Evergreen Adult Day Program**
551 E. Evergreen Ave.
Wyndmoor, PA 19038

**Circle of Friends**
9405 Bustleton Ave.
Philadelphia, PA 19115
Diakon Child, Family & Community Ministries DBA Diakon Adult Day Services @ Manatawny
30 Old Schuylkill Rd.
Pottstown, PA 19465

Grace Adult Day Health Care Inc.
101 E. Olney Ave.
Philadelphia, PA 19120

Main Line Adult Day Center
119 Radnor St.
Bryn Mawr, PA 19010

Montgomery Adult Daily Living Center
621 Cowpath Rd.
Lansdale, PA 19446

Northeast Adult Day Care, Inc.
11048 Rennard St.
Philadelphia, PA 19116

Parkhouse Nursing & Rehabilitation Center DBA Riverview Adult Day Health Services
1600 Black Rock Rd.
Royersford, PA 19468

Penn Asian Jubilee Center
6926 Old York Rd.
Philadelphia, PA 19126

Sarah Care of Jenkintown
261 Old York Rd., Suite A51
Jenkintown, PA 19046

Senior Care Centers of Pennsylvania, Inc. DBA Active Day Centers
Chestnut Hill Site
1200 E. Mermaid Lane
Wyndmoor, PA 19038

Horsham Site
111 Gibraltar Rd.
Horsham, PA 19044

Overbrook Park Site
7536 Haverford Ave.
Philadelphia, PA 19151
6. It is the recommendation of the AAS Program Director and Fiscal Administrator to extend the contracts with the above-named providers for an additional (1) year period beginning July 1, 2019 through June 30, 2020.

NOW THEREFORE IT IS HEREBY RESOLVED, that the proper County Officials, in accordance with the authority conferred by law, and subject to the approval by the County Solicitor, are hereby authorized to extend the contract with the above listed providers for an additional (1) year period.
On the motion of Commissioner Gale, seconded by Chair Arkoosh, it was unanimously adopted that:

**BACKGROUND**

1. The County, on behalf of the Southeastern Pennsylvania Regional Task Force, requires a 3-part, 2-day medical case history training course for the City of Philadelphia Fire Department’s Machine Rescue division.

2. A. F. Matt & Associates LLC dba Take the Door Training of Syracuse, NY, will provide the proprietary training for a total amount of $22,000.00.

**NOW, THEREFORE IT IS HEREBY RESOLVED** that a contract be authorized with A. F. Matt & Associates LLC dba Take the Door Training of Syracuse, NY, to provide a 3-part, 2-day medical case history training course for the City of Philadelphia, for a total amount of $22,000.00.
Hasta la vista, baby!

Turn in unwanted medications for safe disposal

TERMINATE UNUSED & EXPIRED MEDS

TAKE BACK DAY

Saturday, April 27, 2019
10 a.m. – 2 p.m.

To find a drop-off site near you, visit montcopia.org/da

Sponsored by the Montgomery County District Attorney and Police Chiefs
RECORD OF DEEDS MISSION

- Recording all documents relating to land transactions in Montgomery County, including deeds, mortgages, satisfactions and plans.
- Administering oaths and recording the commissions of notaries public.
- Recording Veterans’ Discharge papers and other types of documents.
- Maintaining the integrity of all documents recorded in the office in perpetuity for Montgomery County.
ONE DOCUMENT DATABASE

- All documents recorded by the Recorder of Deeds since 1784 have been available to the public in an electronic format, but those documents previously were housed in two separate databases.
- **Today these databases have been combined, and the public now only has to search one database to find documents recorded against a property.**
PUBLIC ACCESS SYSTEM

• All documents again are now within one database: the Public Access System.

• Some Advantages:
  • No switching to a different system to search for documents prior to 1972; extremely helpful when doing a title search on a property.
  • Present-day documents are available to view or purchase online 5-7 business days from the date of recording.
PUBLIC ACCESS SYSTEM

• Anyone may search for documents by accessing that system through our website: montcopa.org/rod.

• Two subscription options are also offered, a calendar-day subscription and a monthly subscription.
COMBATTING FRAUD

• Our free FraudSleuth monitoring system helps Montgomery County homeowners protect their property.

• DON’T BE FOOLED: Certified copies of deeds are available online for $10.50.
VETERANS

- Veterans’ Discharge Papers
- Veteran Discount IDs
VETERANS’ DISCOUNT ID CARDS

- Over 500 businesses across the County participate.
- Paid for by donations – no tax money is used.
BRINGING IT ON THE ROAD

• In order to serve more Veterans where they are, we have brought the program on the road.
UPCOMING EVENTS 2019

27 April 2019
Lansdale International Spring Festival
12:00pm - 5:00pm
North Penn High School

9 May 2019
Senior Expo
10:00am-2:00pm
Representative Melissa Shusterman Oaks

17 May 2019
Mobile Veterans’ Identification Card Event
10:00am-12:00pm
Ambler Savings Bank - Ambler

23 May 2019
Mobile Veterans’ Identification Card Event
10:00am-12:00pm
Ambler Savings Bank - Fairview

30 May 2019
Mobile Veterans’ Identification Card Event
10:00am-1:00pm
Representative Joe Webster Collegville

1 June 2019
Mobile Veterans’ Identification Card Event
9:00am-12:00pm
Representative Tom Murt Willow Grove

4 June 2019
Mobile Veterans’ Identification Card Event
9:00am-12:00pm
Ambler Savings Bank - Limerick

6 June 2019
Mobile Veterans’ Identification Card Event
9:00am-12:00pm
Representative Steve McCarter Glenside

19 June 2019
Mobile Veterans’ Identification Card Event
9:00am-12:00pm
Tompkins Vist Bank - Conshohocken
Please join Recorder of Deeds Jeanne Sorg as she demystifies the process of recording a plan. Whether you use our office yourself, or have someone do so on your behalf, this presentation will teach you the tips and tricks you need to know to effortlessly record plans in our office.
Board of Commissioners
Meeting
April 18, 2019
Presentation Overview

- Update on 2018 Financial Closing and Audit
- Review of 2018 Revenue Budget Performance
- Review of 2018 Expenditure Budget Performance
2018 Financial Statement Audit Update

- **Controller closing out 2018 financial books**
  - **2018 Financial Audit underway**
    - Current financial results are preliminary (pre-audit)
    - Anticipate year-end audit adjustments
    - Issuance of Comprehensive Annual Financial Report (CAFR) by June 30th
  - County submitted the 2017 CAFR to the Government Finance Officers Association (GFOA) for the Certificate of Achievement in Financial Reporting Award Program
    - Comprehensive review by public and private sector reviewers
    - GFOA provided detailed comments and criteria scoring
    - County will be submitting the 2018 CAFR to the Government Finance Officers Association (GFOA) in July
## 2018 General Fund Financial Results

<table>
<thead>
<tr>
<th>General Fund</th>
<th>2018* Budget</th>
<th>2018** Preliminary</th>
<th>$ Variance vs 18 Budget</th>
<th>% Variance vs 18 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance</td>
<td>$ 82.2</td>
<td>$ 82.2</td>
<td>$ 10.4</td>
<td>2.6%</td>
</tr>
<tr>
<td>Revenues</td>
<td>407.2</td>
<td>417.6</td>
<td>10.4</td>
<td>2.6%</td>
</tr>
<tr>
<td>Expenses</td>
<td>403.4</td>
<td>411.7</td>
<td>8.3</td>
<td>2.1%</td>
</tr>
<tr>
<td>Revenues in Excess of Expense</td>
<td>3.8</td>
<td>5.9</td>
<td>2.1</td>
<td>55.3%</td>
</tr>
<tr>
<td>Ending Fund Balance (Unassigned)</td>
<td>$ 86.0</td>
<td>$ 88.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ending FB as a % of Annual Operating Revenues</td>
<td>21.12%</td>
<td>21.10%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*2018 Budget with Actual 2017 Ending Fund Balance  
**Unaudited Preliminary Financial Results

- 2018 performance includes $5.9 million of Revenue in Excess of Expense
  - $2.1 million higher than 2018 budget ($3.8 million)
  - 2018 Revenues are $10.4 million higher compared to 2018 Budget
  - 2018 Expenditures are $8.3 M higher compared to 2018 Budget
  - 2018 Ending Fund Balance would be $88.1 M or 21% of Revenue
2018 GF Revenue Performance

Where the $417.6 Million of revenue came from:

- **Real Estate Taxes**: 49.7%
- **Grants**: 36%
- **Departmental Earnings**: 13.7%
- **Other Revenue**: 0.6%
2018 GF Revenue Performance

- County Real Estate Tax (RET) Collections – Consistent with Historical Collections
  - Collected $208.2 million of RET Revenue (all sources)
    - Represents almost 50% of General Fund Revenues
    - 2% RET Discounts = $3.8 M (as projected)
    - Strong RET collections consistent with prior years
    - Outperformed budget by $2.1 million or 1% higher
  - Collected $23 million of MCCC RET Revenue
    - Increased $300,000 compared to 2017 ($22.7 million)
    - 100% of RET collected remitted to MCCC
## 2018 GF Revenue Performance
### Montgomery County
### Historical Real Estate Tax Assessment Growth

<table>
<thead>
<tr>
<th>(As of Jan 1st) Year</th>
<th>(Billions) Assessed Valuation</th>
<th>Annual % Inc/(Dec)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007</td>
<td>$57.366</td>
<td>1.00%</td>
</tr>
<tr>
<td>2008</td>
<td>$57.923</td>
<td>0.97%</td>
</tr>
<tr>
<td>2009</td>
<td>$58.303</td>
<td>0.66%</td>
</tr>
<tr>
<td>2010</td>
<td>$58.362</td>
<td>0.10%</td>
</tr>
<tr>
<td>2011</td>
<td>$58.424</td>
<td>0.11%</td>
</tr>
<tr>
<td>2012</td>
<td>$58.293</td>
<td>-0.22%</td>
</tr>
<tr>
<td>2013</td>
<td>$58.539</td>
<td>0.42%</td>
</tr>
<tr>
<td>2014</td>
<td>$58.938</td>
<td>0.68%</td>
</tr>
<tr>
<td>2015</td>
<td>$59.342</td>
<td>0.69%</td>
</tr>
<tr>
<td>2016</td>
<td>$59.646</td>
<td>0.51%</td>
</tr>
<tr>
<td>2017</td>
<td>$60.021</td>
<td>0.63%</td>
</tr>
<tr>
<td>2018</td>
<td>$60.419</td>
<td>0.66%</td>
</tr>
<tr>
<td>2019</td>
<td>$60.701</td>
<td>0.47%</td>
</tr>
<tr>
<td><strong>2019 (YTD)</strong></td>
<td><strong>$60.788</strong></td>
<td><strong>0.14%</strong></td>
</tr>
</tbody>
</table>
2018 GF Revenue Performance

- County Real Estate Assessment Base – moderate growth in 2018 and year-to-date 2019
  - 2019 RE Assessment base $60.700 Billion at Jan 1st
    - RE Assessments increased +0.47% or $282 Million (as compared to Jan 1, 2018)
    - Provides approximately $1 M of new County RET revenue (net)
    - Provides $110,000 of new MCCC RET revenue (net)
2018 Housing Market Update

- 2018 Median Prices for Homes Sold increased +3.5% compared to 2017

- 6% higher as compared to prerecession median prices ($278,000)

<table>
<thead>
<tr>
<th>Year</th>
<th>Number of Properties Sold</th>
<th>Annual % Inc/(Dec)</th>
<th>Median Price of Properties Sold</th>
<th>Annual % Inc/ (Dec)</th>
<th>Average Days on Market</th>
<th>Annual % Inc / (Dec)</th>
<th>Average Inventory</th>
<th>Annual % Inc/ (Dec)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007</td>
<td>12,546</td>
<td></td>
<td>$278,000</td>
<td></td>
<td>N/A</td>
<td></td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Prerecession</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2008</td>
<td>9,623</td>
<td>-23.3%</td>
<td>$269,700</td>
<td>-3.0%</td>
<td>N/A</td>
<td></td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Postrecession</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2016</td>
<td>11,441</td>
<td></td>
<td>$278,500</td>
<td>3.3%</td>
<td>69</td>
<td>-23.2%</td>
<td>3,787</td>
<td></td>
</tr>
<tr>
<td>2017</td>
<td>12,202</td>
<td>6.7%</td>
<td>$285,000</td>
<td>2.3%</td>
<td>53</td>
<td>-23.2%</td>
<td>3,160</td>
<td>-16.6%</td>
</tr>
<tr>
<td>2018</td>
<td>12,036</td>
<td>-1.4%</td>
<td>$295,000</td>
<td>3.5%</td>
<td>45</td>
<td>-15.1%</td>
<td>2,827</td>
<td>-10.5%</td>
</tr>
</tbody>
</table>

Source: Montco Planning Department and Berkshire Hathaway Home Services
2018 GF Revenue Performance

Overall – Stable Real Estate Market through 2018

- Number of properties sold **decreased** 1.4% compared to 2017
  - Could be due to lower housing inventory
- Median price of properties sold **increased** 3.5% to $295,000 (from $285,000)
- Average days on Market **decreased** 15%
  - Decreased to 45 days (from 51)
2018 GF Revenue Performance

- New State Gaming Revenue for General Fund in 2018
  - County received $1.6 million of State gaming revenue
  - Outperformed budget by $623,000 or 62% higher
  - Anticipate above inflationary growth in short-term

<table>
<thead>
<tr>
<th>General Fund State Gaming Revenue</th>
<th>2018 Q1</th>
<th>2018 Q2</th>
<th>2018 Q3</th>
<th>2018 Q4</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Slot Machines</td>
<td>$426,000</td>
<td>$465,000</td>
<td>$438,000</td>
<td>$455,000</td>
<td>$1,784,000</td>
</tr>
<tr>
<td>Table Games</td>
<td>102,000</td>
<td>93,000</td>
<td>96,000</td>
<td>88,000</td>
<td>379,000</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>$528,000</td>
<td>$558,000</td>
<td>$534,000</td>
<td>$543,000</td>
<td>$2,163,000</td>
</tr>
<tr>
<td>Less Pass Through Revenue:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mission Kids</td>
<td>66,000</td>
<td>70,000</td>
<td>67,000</td>
<td>68,000</td>
<td>271,000</td>
</tr>
<tr>
<td>Laurel House</td>
<td>56,000</td>
<td>59,000</td>
<td>56,000</td>
<td>57,000</td>
<td>228,000</td>
</tr>
<tr>
<td>Women's Center</td>
<td>10,000</td>
<td>11,000</td>
<td>11,000</td>
<td>11,000</td>
<td>43,000</td>
</tr>
<tr>
<td>Total Pass Through Revenue</td>
<td>132,000</td>
<td>140,000</td>
<td>134,000</td>
<td>136,000</td>
<td>542,000</td>
</tr>
<tr>
<td>Net County Revenue</td>
<td>$396,000</td>
<td>$418,000</td>
<td>$400,000</td>
<td>$407,000</td>
<td>$1,621,000</td>
</tr>
</tbody>
</table>
2018 GF Revenue Performance

Other Major Revenue Variances Compared to Budget

- Grant revenue is $6.5 million or 4.7% higher than budget
  - Higher than expect grant funding allocations
  - Offset by expenditure primarily in contracted services

- Investment income finished at $2 million
  - $1.4 million higher than budget
  - Federal short-term interests rate increased significantly since November of 2018 (when 2018 Budget was proposed)

- State Act 315 Health Department funding $1.3 million higher than budget ($2.1 M)
  - Primarily related to reallocation of revenue State-wide
2018 GF Expenditure Performance

How the $411.7 Million was Spent

Controllable Costs Includes:
• Contracted/Provider Services
• 911 Subsidy
• Materials and Supplies
• Equipment Purchases
• Outside Agency Contributions

Controllable Expense 42%

Personnel Expense 42.7%

All Other Expenses 4.3%

Debt Service 11%
2018 GF Expenditure Performance

- 2018 Actual expenses $8.2M or 2% higher than Budget
  - Overall actual personnel expense $2.3 million or 1.3% lower than budget (consistent with 2017 performance)
    - Better healthcare experience resulted in $1.3 million of budgetary savings
    - Overtime costs approximately $1.1 million higher – offset by staff vacancy cost savings
2018 GF Expenditure Performance

Other expenditure variances in 2018

- Contracted Provider Services ($10.6 M higher)
  - Offset by grant revenues across all departments
- Debt Service Interest ($0.7 M lower)
  - Refinancing of outstanding debt in 2018 (includes Swap)
- General Fund Subsidy to 911 Fund ($0.2 M higher)
- Tax refunds ($0.4 M lower)
- Training ($0.4 M lower)
- Risk management costs ($0.3 M lower)
- Information technology ($0.3 M lower)
2018 GF Expenditure Performance

Next steps:

- Further discussion with BOC in weeks ahead regarding fund balance reserves prior to closing the books
- Complete audit between now and June
- Controller’s Office to issue Comprehensive Annual Financial Report (CAFR) prior to June 30\(^{th}\) (target date)
End of Presentation