

# CRANBERRY TOWNSHIP



Establishing Priorities  
for a Prosperous Community



2024  
Adopted Budget

# 2024 PRIORITY AREAS



Quality Lifestyle



Efficient and Effective Government



Safe and Healthy Community



Infrastructure Integrity



Prosperous Future



# 2024 Budget Overview

## *Introduction*

It is my privilege to present the proposed 2024 Budget, a continuation of our commitment to the long-term vision that guides Cranberry Township toward a path of excellence and sustainability. This proposed budget remains firmly grounded in our dedication to responsible fiscal management, enhancement of community assets, and advancement of essential infrastructure.

The 2024 Budget reflects our obligation to balanced stewardship. We continue to uphold our duty to create value for our residents and a thriving business community. At the heart of our aspirations, lie our ongoing planning initiatives and our long-term perspective. These principles guide us in making decisions that extend beyond the constraints of a short-term budget cycle, ensuring our community's continued vitality and sustainability. In our effort to achieve balance and connect short-term objectives with long-term goals, the Board of Supervisors established strategic priorities, outlined in the following budget, that guide resource allocation.

It is not a matter of chance that our Township maintains a robust financial standing, one of only a dozen communities with a Aaa Bond rating in Pennsylvania and remains a preferred destination for residents and businesses alike. Great communities do not emerge by chance; they are the product of a guided vision and sustained strategies.





# 2024 Budget Overview

## ***Building on Successes***

We have already accomplished much in 2023; however, we must remain vigilant and attuned to economic trends. Inflation and rising costs necessitate prudent financial management. As we manage these challenges, we reflect on the accomplishments of 2023. We have achieved significant milestones in maintaining and enhancing the township's infrastructure, promoting a safe and healthy community, and improving the quality of life for our residents.

Operationally we continue to provide a high level of service to our residents and business community. The exceptional level of service is a direct result of our professional and dedicated workforce. Our long-standing focus on customer service is evidenced in everything we do. The Township workforce is stable, and we continue to see strong interest in our open positions as we work to backfill retirements and employee transitions.



# 2024 Budget Overview

**Our 2023 accomplishments include:**



## Infrastructure Integrity

- Completion of the Sun Valley storm and water utility project
- Progress Avenue Signal Construction
- Advancement of the Glen Eden watershed stream restoration projects for compliance with our MS4 permit
- Completion of the Fox Run sewer and stormwater enhancements
- Completion of Phase 1 of the Freedom Road project with construction of Phase 2 underway
- Design of the Brush Creek Treatment Plant Solids handling process
- \$1.5 Million annual paving program
- East Commons Drive waterline replacement



# 2024 Budget Overview

**Our 2023 accomplishments include:**



## Quality Lifestyle

- Acquisition of the Denton Powell Farm
- Kids Castle playground refresh construction
- Continued advancement Municipal Center renovation project and Great Lawn project
- Completion of the Comprehensive Recreation, Parks, and Open Space Plan
- Completion of the sports courts renovation at Graham Park including the addition of the new air dome
- Advancement of the Community Park North project design including securing a \$2.8 Million Grant to support construction
- Advancements of new improvements at the waterpark to replace the sand play area
- Replacement of Deck Hockey Rink surface





# 2024 Budget Overview

## *Financial Outlook*

The state of the U.S. economy exhibits a dynamic landscape influenced by a combination of challenges and opportunities. The persistent uncertainty regarding inflationary pressures is ever present. These conditions have direct implications for municipal budgets across the United States, with many municipalities experiencing revenue shortfalls due to reduced tax collections, decreased economic activity, and increased expenses.

Cranberry Township has navigated these conditions effectively and has encountered fewer challenges than many other communities. Our financial outlook remains healthy. As illustrated in this budget, revenue trends remain positive, although there has been a slowdown in select areas associated with the housing market. The path forward requires a balance between prudent fiscal management and meeting the needs and providing services to the community.



# 2024 Budget Overview



## *The Path to a Prosperous Future - Strategic Priorities*

The path to a prosperous future is rooted in the establishment of strategic priorities that address both the current and future needs of the community. The Board of Supervisors has consistently demonstrated its commitment to making strategic decisions related to resource allocation.

The Board of Supervisors has set five strategic priorities for the Township aligning them with the budget process. These strategic priorities include a prosperous future, efficient and effective government, quality lifestyle, infrastructure integrity, and a safe and healthy community. Serving as a clear roadmap for responsible governance, these priorities ensure the community's resources are allocated in accordance with the collective vision of the Board as it addresses the needs of the community. By establishing these strategic priorities, the Township identifies and concentrates on the most critical factors for a bright future.



# 2024 Budget Overview

This strategic prioritization not only enhances transparency and accountability in the allocation of public funds but also facilitates effective long-term planning. These priorities guide decision-making, empowering the Board to make well-informed choices that will significantly and positively impact the community. This approach promotes efficiency, innovation, and the achievement of shared goals. Furthermore, it encourages community engagement and input, fostering a sense of ownership and cooperation among residents and ensuring the Township remains responsive to the evolving needs and aspirations of its constituents.

In the coming year, our budgetary goals are clear and firmly grounded in the strategic priorities established by the Board of Supervisors. The following pages outline these priorities and their corresponding 2024 proposed budget initiatives.



# 2024 Budget Overview



## Quality Lifestyle

**Strategic Priority** - Preserving and enhancing our open spaces and recreational areas are vital to creating a high-quality lifestyle for our community. Preserving and developing recreational activities, programs, and community gathering spaces will be an integral part of Township budget allocations. The Township will focus on projects and programs that enhance the overall quality of life for our residents, ensuring they have access to enriching leisure activities and opportunities to enjoy the beauty of our community.

Focus in these areas contributes to the high quality of life the community offers our residents. The Budget proposes enhancements to the Waterpark, development of the Powel Farm, finalize design and construction of the Great Lawn, and implement the findings of the comprehensive parks and open space plan. These initiatives will ensure that our residents have access to enriching leisure activities and community gathering spaces.

### Proposed 2024 Budget Initiatives:

- Finalize Great Lawn design and construction
- Final Engineering of the Community Park North Master Plan
- Development of the Powell Farm Master Plan
- Development of a Water Park Master Plan
- Implementation of the Golf Course Master Plan
- Advance an update to the pedestrian/bike plan to improve mobility
- Advancement of an Arts, Culture, and Recreation Center feasibility study



# 2024 Budget Overview



## Efficient and Effective Government

**Strategic Priority** – We are committed to maintaining efficiency and effectiveness in our service delivery. The Township will prioritize projects and initiatives aimed at enhancing service efficiency while continuously monitoring and measuring the effectiveness of these services for our residents and stakeholders. We will identify opportunities to streamline operations and improve the overall quality of service delivery.

Our primary focus is preserving and enhancing the efficiency and effectiveness of services provided to residents and stakeholders. We will conduct thorough evaluations of existing services and programs, assess the utilization of professional and contractual services, and establish a comprehensive risk management program. We will implement a strategic communication plan to engage key stakeholders, enhance transparency, and ensure our community remains well-informed and engaged.

### Proposed 2024 Budget Initiatives:

- Continue the employee leadership training and development program
- Complete departmental operational plans tied to strategic priorities with a focus on efficient service delivery
- Continued Development of the Capital Investment Plan (CIP) Process
- Continued growth of the risk management program
- Enhance Non-profit Connections & Civic Partnerships
- Enhance communications and outreach efforts to engage key stakeholders and community members





# 2024 Budget Overview



## Safe and Healthy Community

**Strategic Priority** - Ensuring the safety and well-being of our community members is of paramount importance. The Township will advance initiatives and budget requests that enhance public safety measures, promote health and wellness opportunities and foster a secure environment for all residents. We must work together to build a community where everyone feels safe, supported, and can thrive.

Ensuring safety and well-being remains our utmost concern. We are committed to maintaining and strengthening our partnerships with the Cranberry Township Volunteer Fire Company, assessing the need for fire risk reduction services, and working towards implementing a service agreement with Cranberry Township Emergency Medical Services (CTEMS). Collaborating with neighboring communities to create innovative funding opportunities for EMS services is a key focus, as is enhancing the nonemergency support services provided by the Police Department.

### **Proposed 2024 Budget Initiatives:**

- Place order for Cranberry Township Volunteer Fire Department Rescue Vehicle (2 year lead time)
- Advance the fire risk reduction program
- Develop a long-range funding strategy and model for EMS Services
- Development of nonemergency proactive social support services within the Police Department
- Police Department equipment replacement



# 2024 Budget Overview



## Infrastructure Integrity

**Strategic Priority** - Maintaining and enhancing our infrastructure is vital to the sustainability and health of the Township. We are committed to advancing projects and programs that address infrastructure needs, repairs, and upgrades, ensuring the continued resilience and functionality of our community.

Safeguarding and enhancing our infrastructure is essential for the sustainability and health of Cranberry Township. In 2024, our focus will be on executing strategic planning initiatives for transportation improvements, advancing infrastructure upgrades, and developing strategies for water infrastructure. We remain dedicated to actively seeking grant funding and fostering partnerships with neighboring municipalities to collaborate on resources and knowledge sharing for infrastructure projects.

### 2024 Budget Initiatives:

- Replacement of the Franklin Acres lift station
- Develop funding strategy and advance construction for the Brush Creek Treatment Plant solids upgrades
- Development of the Public Works Site Master Plan
- Replacement of the salt storage facility
- Complete an update to the Transportation Impact Fee program
- Pinehurst Culvert Replacement
- Develop a Route 19 Water Line replacement strategy and begin design
- Develop a comprehensive Infiltration & Inflow program at the point of sale
- Dutilh Road corridor transportation alternatives analysis & study
- Glen Eden MS4 stream restoration project
- Route 19 & Short Street signal replacement



# 2024 Budget Overview



## Prosperous Future

**Strategic Priority** - We are fully dedicated to achieving and maintaining fiscal sustainability for the Township, encompassing financial viability over the long term. We are committed to advancing projects, programs, and initiatives that align with our vision of a prosperous future, fiscal stability, and the efficient utilization of resources.

Our commitment to fiscal sustainability remains unwavering. We will continue to implement recommendations from our ongoing planning initiatives and foster strong relationships with our partners. Collaborating with our Chambers of Commerce, the Butler County Tourism and Convention Bureau, and the Seneca Valley School District will remain a key focus. Fiscal responsibility requires we ensure all Township expenditures are in strict compliance with federal, state, and local funding requirements

### Proposed 2024 Budget Initiatives:

- Advance revenue enhancement efforts through a dedicated staff resource  
(focused on existing Business Privilege and Mercantile and Earned Income Tax gaps)
- Multi-family rental registration and inspection program
- Analysis of land use mix with a focus on Multi-Family Zoning and development of a comprehensive strategy





# 2024 Budget Overview

## ***2024 Budget Highlights***

The 2024 Budget maintains the current tax rates to sustain our General Fund. Revenue growth in the General Fund is projected at 2.9%. The growth of real estate taxes is projected at 1.2%. In recent years, there has been a surge in tax appeals, largely driven by COVID, which has impacted real estate tax values. However, we anticipate that continued incremental growth will contribute to higher real estate values.

Moving into 2024, we will continually assess the factors influencing real estate values and their relation to controllable factors. While there are signs of a housing market slowdown due to rising mortgage rates, as evidenced by Real Estate transfer tax revenue, the strength of the local housing market continues to offset any negative impacts.

Our Enterprise and Special Revenue Funds also remain strong, with no proposed increases in fees or revenue enhancements. Our Utility Funds, including Sewer, Water, and Solid Waste, constitute the largest portion of non-General Fund operational expenditures.

The Township is in a strong financial position, fortified by careful spending and diverse revenue streams. Our resilience positions us to achieve the priorities established by the Board of Supervisors.

# 2024 Budget Overview

## 2024 Budget Highlights

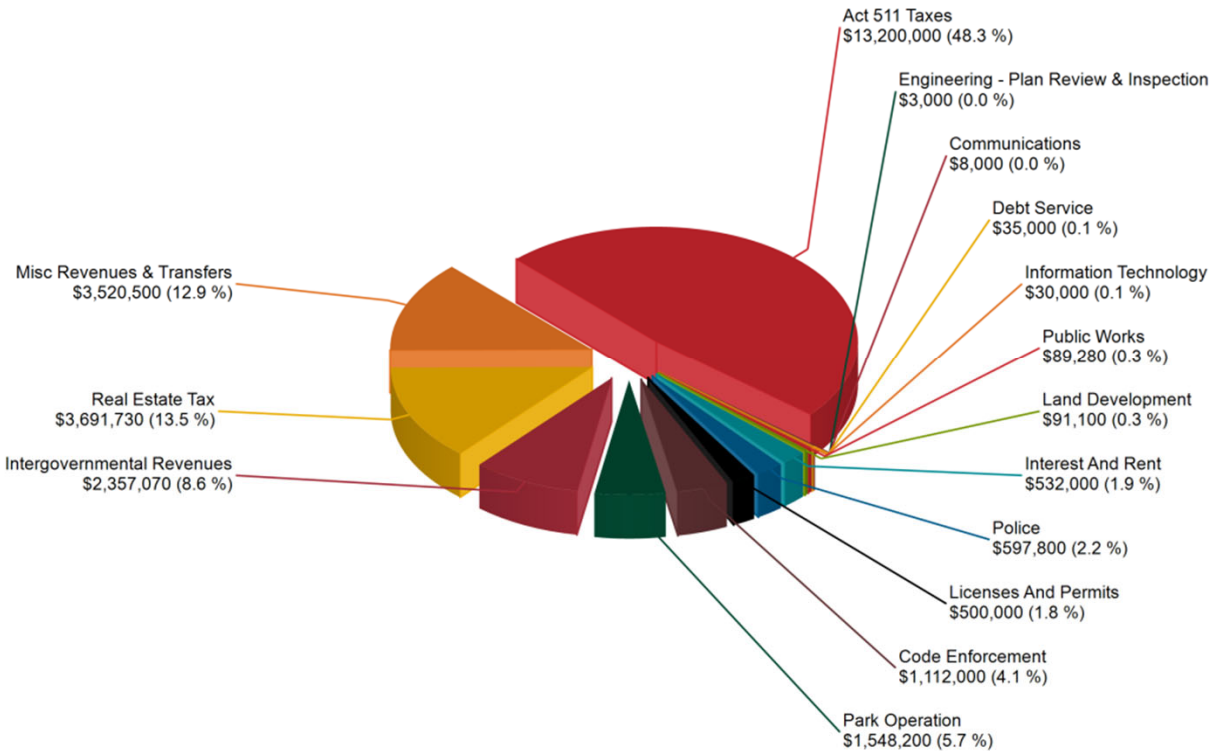
### General Fund Revenue

The projected increase in overall General Fund operating revenue is 2.9%, after adjusting for one-time revenue sources. The primary source of revenue for the General Fund is Act 511 taxes, which is expected to grow by just under 1%. The most significant change in Act 511 collections comes from Real Estate Transfer Taxes, which is projected to decrease by \$500,000 compared to the 2023 budget because of current economic conditions in the housing market. However, all other Act 511 taxes are expected to increase.

Real estate taxes, the second-largest source of income, are projected to grow by 1.2%. While new development trends remain positive, settlements of tax appeals, primarily stemming from appeals filed during COVID, and adjustments to the common level ratio have some influence on the overall assessed valuation in the Township.

The outlook for General Fund revenue remains positive for 2024 and beyond.

2024 Proposed General Fund Revenues



# 2024 Budget Overview

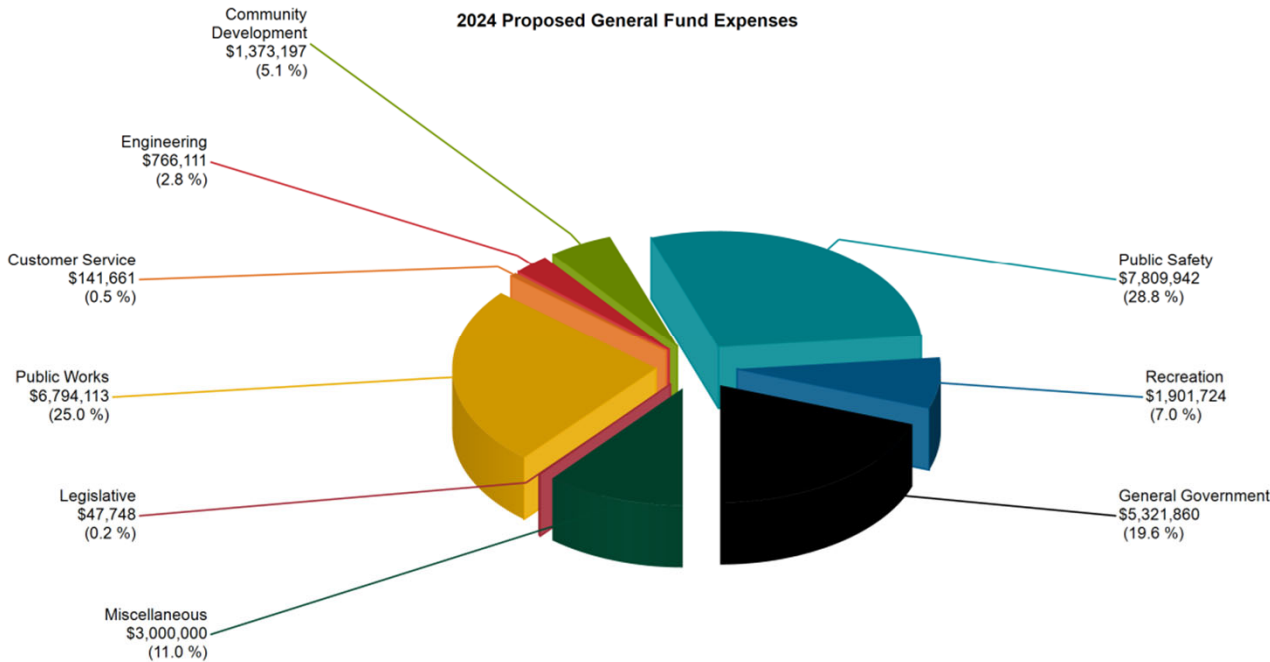
## 2024 Budget Highlights

### General Fund Expense

The projected increase in overall General Fund operating expenses is 3% when adjusted for one-time transfers.

The largest expenses within the General Fund are allocated to Public Safety, accounting for 29% of the budget, and Public Works, which makes up 25% of the budget. Public Safety expenses are projected to increase by 2% compared to the 2023 budget, while Public Works expenses are expected to rise by 8% compared to the 2023 budget. The increase in Public Works expenses is primarily attributed to the proposed addition of three new positions aimed at effectively managing our expanding infrastructure.

General government services, comprising debt service, insurance costs, and the internal service departments, are projected to decrease by 1.6%. This decrease is primarily driven by a reduction in General Fund debt service expenses.





# 2024 Budget Overview

## 2024 Budget Highlights

### 2024 Operating Expenses

In addition to the General Fund, the Township operates several enterprise, special revenue, and capital funds. The information presented in the following pages, when combined with the General Fund data, provides a comprehensive overview of the 2024 budget allocations.

The chart on the right breaks down the expenditures by functional areas, with further details available for each fund on the following page.

The largest non-General Fund expenditures are attributed to Utility operations, including sewer, water, and solid waste operations. These funds function as enterprise funds, with capital expenditures incorporated into the budget allocation. Annual changes in total expenditures in these funds are primarily influenced by capital projects. These funds are in a strong financial position, and no fee increases are projected for 2024.

Department	2023	2024
Board of Supervisors	\$ 47,748	47,748
Executive	1,193,742	1,281,756
Human Resources	588,516	613,658
Information Technology	386,705	389,133
Finance & Tax Collection	793,480	869,849
Communications	496,716	514,615
Debt Service	1,503,886	1,183,649
Planning & Development	1,313,838	1,373,197
Customer Service	200,131	141,661
Police	6,927,198	7,143,017
Fire and Emergency Services	731,834	666,925
Public Works	6,273,051	6,794,113
Utilities:		
Water	10,141,306	10,617,462
Sewer	12,668,922	12,658,452
Solid Waste	3,188,354	3,426,094
Engineering	720,183	766,111
Parks & Recreation	2,623,121	3,235,008
Golf	2,415,140	3,661,828
Miscellaneous & Transfers	5,836,000	3,469,200
	\$ 58,049,871	58,853,476

# 2024 Proposed Budget Overview

## 2024 Operating Budgets by Fund

	General	Water	Sewer	Solid Waste	WaterPark	Golf	TOTAL
<b>EXPENDITURES:</b>							
Board of Supervisors	\$ 47,748	-	-	-	-	-	\$ 47,748
Executive	1,281,756	-	-	-	-	-	1,281,756
Human Resources	613,658	-	-	-	-	-	613,658
Information Technology	389,133	-	-	-	-	-	389,133
Finance & Tax Collection	869,849	-	-	-	-	-	869,849
Communications	514,615	-	-	-	-	-	514,615
Debt Service	1,183,649	-	-	-	-	-	1,183,649
Planning & Development	1,373,197	-	-	-	-	-	1,373,197
Customer Service	141,661	-	-	-	-	-	141,661
Police	7,143,017	-	-	-	-	-	7,143,017
Fire and Emergency Services	666,925	-	-	-	-	-	666,925
Public Works	6,794,113	-	-	-	-	-	6,794,113
Utilities		10,617,462	12,658,452	3,426,094	-	-	26,702,008
Engineering	766,111	-	-	-	-	-	766,111
Parks & Recreation	1,901,724	-	-	-	1,333,284	-	3,235,008
Golf Course						3,661,828	3,661,828
Miscellaneous & Transfers	3,469,200	-	-	-	-	-	3,469,200
	<u>\$ 27,156,356</u>	<u>10,617,462</u>	<u>12,658,452</u>	<u>3,426,094</u>	<u>1,333,284</u>	<u>3,661,828</u>	<u>\$ 58,853,476</u>
<b>REVENUE:</b>							
Taxes	\$ 16,891,730	-	-	-	-	-	\$ 16,891,730
Licenses & Permits	1,481,500	-	75,000	-	-	-	1,556,500
Charges for Services	2,751,550	8,213,000	11,260,000	3,242,594	747,000	2,602,399	28,816,543
Rental	178,000	207,000	-	-	23,500	30,000	438,500
Fines & Fees	488,400	785,000	1,440,000	18,500	-	11,000	2,742,900
Intergovernmental	1,503,000	200,000	960,000	90,000	-	-	2,753,000
Interest	500,000	50,000	100,000	30,000	23,400	10,000	713,400
Miscellaneous	121,500	19,000	16,000	45,000	250	-	201,750
Other Sources	3,000,000	1,143,462	-	-	539,134	1,008,429	5,691,025
Transfer	400,000	-	-	-	-	-	400,000
	<u>\$ 27,315,680</u>	<u>10,617,462</u>	<u>13,851,000</u>	<u>3,426,094</u>	<u>1,333,284</u>	<u>3,661,828</u>	<u>\$ 60,205,348</u>



# 2024 Budget Overview

## 2024 Budget Highlights

### Special Revenue Funds

The Special Revenue Funds consist of funds with revenue sources that have specific restrictions on their use. These dedicated funds play a crucial role in supporting various Township operations. Some of these consist of short-duration funds for example the American Rescue Plan Fund. Other funds provide continuous support to affiliated organizations, for example, the Fire and Library Funds.

The table on this page offers a summary of the special revenue funds, including their changes in revenue and expenditures from 2023 to 2024.

Special Revenue Funds				
Fund	2023 Budget		2024 Budget	
	Revenue	Expenditures	Revenue	Expenditures
TIP East Fund	\$ 1,058,047.00	2,378,308	1,179,238	1,686,185
TIP West Fund	207,305	1,045,000	270,680	612,500
Recreation Fees	166,376	450,000	549,038	304,632
Developers' Contributions	253,475	-	933,300	629,750
State Road SW Maint	450	-	-	-
State Liquid Fuels	994,921	990,000	1,014,048	995,000
Library	462,695	462,695	494,725	494,725
Fire	640,057	662,185	718,883	716,213
Road Equipment Fund	393,250	-	407,176	495,000
Public Buildings Fund	445,750	426,935	477,025	152,316
American Rescue Plan Fund	90,000	3,390,000	-	-
	<b>\$ 4,712,326</b>	<b>9,805,123</b>	<b>6,044,113</b>	<b>6,086,321</b>



# 2024 Budget Overview

## 2024 Budget Highlights

### Capital Investment Highlights

The Township maintains its commitment to investing in capital assets and infrastructure. Detailed information about these capital expenditures can be found in the Capital Improvements Plan (CIP). Capital expenditures receive funding from various sources, including federal, state, and local grants, in addition to annual budget allocations.

The table below offers a summary of the revenue and expenditures allocated through the budgeting process.

Fund	2023 Budget		2024 Budget	
	Revenue	Expenditures	Revenue	Expenditures
Fire Capital	\$ 448,950	390,164	454,617	401,602
Capital Improvements:				
General Revenue	5,405,000		3,250,000	
Parks		1,648,240		3,125,000
Buildings & Grounds		4,833,000	1,200,000	1,735,103
General Services		489,936	3,371,565	4,952,699
Storm Water	1,525,000	1,525,000	1,110,191	1,110,191
Total	6,930,000	8,496,176	8,931,756	10,922,993
	\$ 7,378,950	8,886,340	9,386,373	11,324,595





# 2024 Budget Overview

## *A bright future*

The Township's financial strength is the result of long-standing fiscal principles that continue to guide us toward building a sustainable and prosperous community. We remain committed to studying and adapting to economic indicators while working in alignment with the Township's vision, long-range plans, and policies set forth by the Board of Supervisors. As you review the details of the budget pages that follow, I trust you will find the proposed 2024 budget adheres to the financial practices that have fortified our strong financial position and earned us an Aaa Moody's rating.

In conclusion, the 2024 budget reflects our dedication to the long-term well-being of our community and our commitment to the future. With the support and partnership of our residents, business community, and dedicated staff, we will continue to steer Cranberry Township along the path of excellence.

On behalf of our dedicated team, I submit the 2024 proposed budget.

Respectfully Submitted,  
Daniel D. Santoro  
Township Manager



# 2024 Budget Overview

- **Budget Adoption Schedule:**
- Wednesday, November 8, 2023 - Board of Supervisors Review
- Thursday, November 9, 2023 - Board of Supervisors Review (if necessary)
- Thursday, November 16, 2023 - Board of Supervisors to consider adoption of proposed budget
- Friday, November 17, 2023 - Proposed Budget available for public review, copy in Library, Administration, and on-line at [www.cranberrytownship.org](http://www.cranberrytownship.org)
- Thursday, December 7, 2023 - Board of Supervisors to consider final adoption of proposed budget.



***THANK YOU!***

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Respectfully submitted by

**Daniel D. Santoro**

*Township Manager*



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### **Capital Projects Funds**

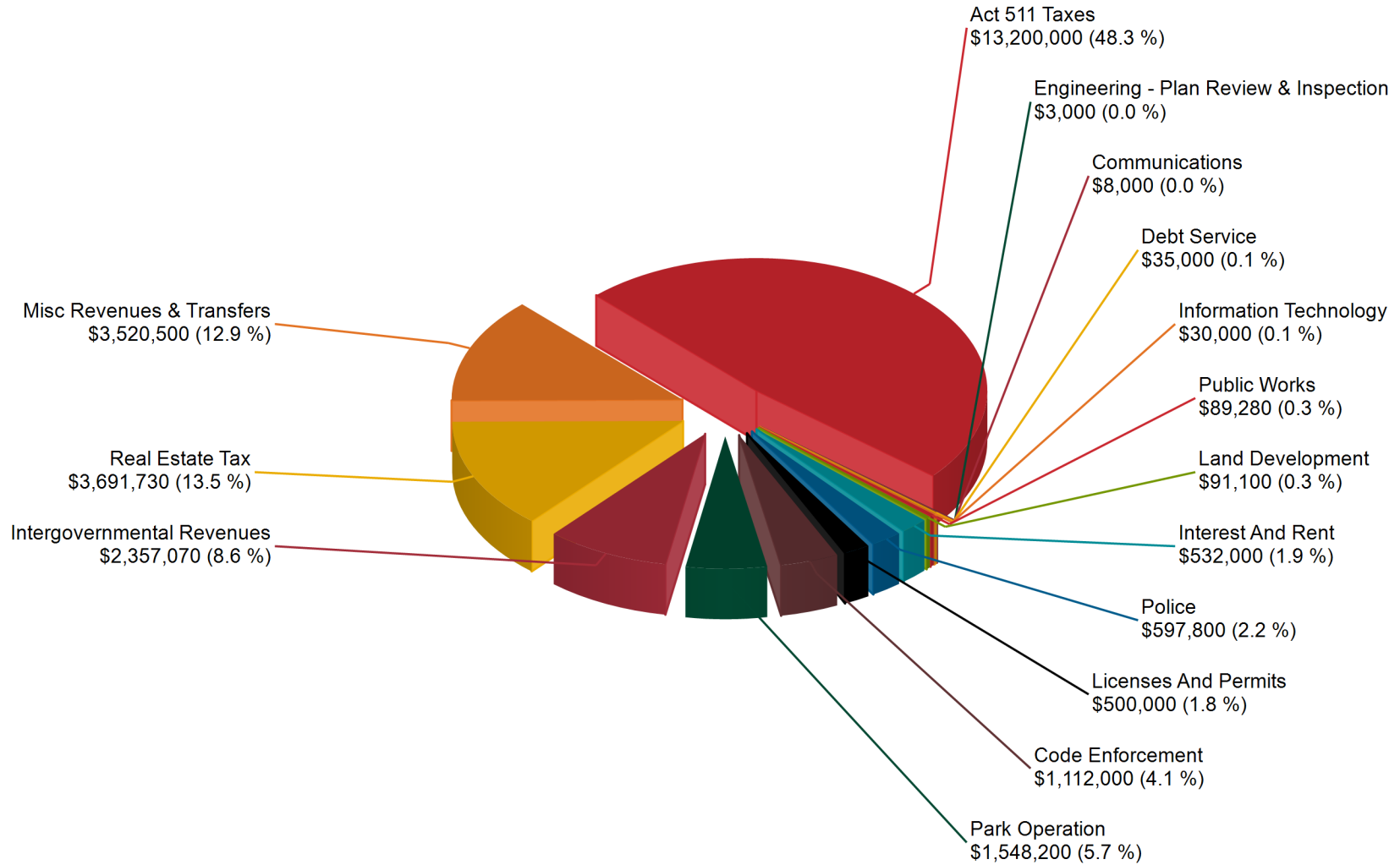
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# Budget Summary



**2024 Proposed General Fund Revenues**



## 2024 Annual Budget

2024 Proposed General Fund Revenue of \$27,315,680

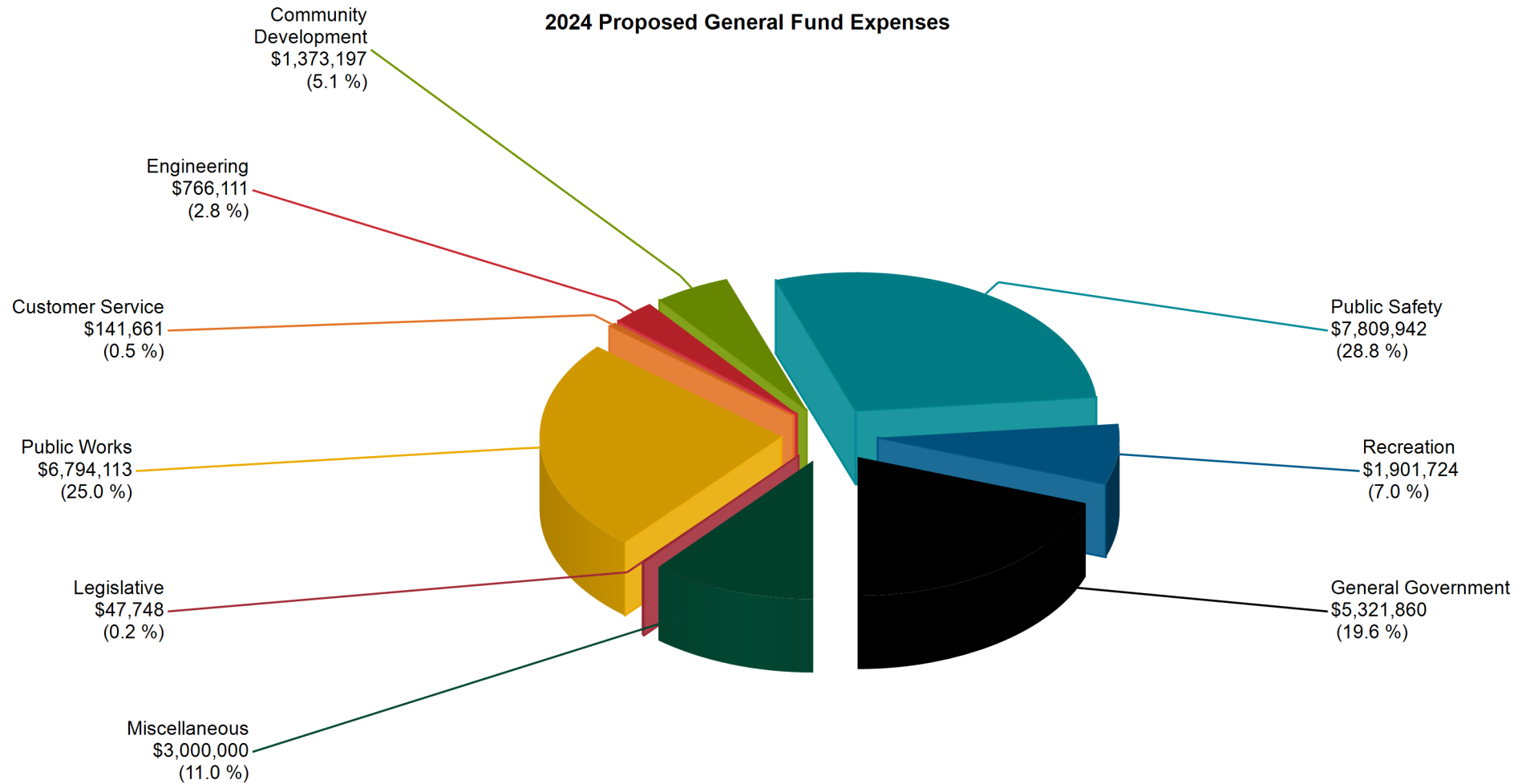
Department/Cost Center	Description	2023 Revised Budget	2024 Budget
<b>Legislative</b>			
10001200	Real Estate Tax	3,647,620	3,691,730
10001300	Act 511 Taxes	13,090,000	13,200,000
10001400	Licenses And Permits	518,000	500,000
10001500	Interest And Rent	108,170	532,000
10001600	Intergovernmental Revenues	2,188,000	2,357,070
<b>Total</b>		<b>19,551,790</b>	<b>20,280,800</b>
<b>Miscellaneous</b>			
10001700	Misc Revenues & Transfers	3,906,600	3,520,500
<b>Total</b>		<b>3,906,600</b>	<b>3,520,500</b>
<b>General Government</b>			
10002200	Human Resources	-	-
10002331	Information Technology	30,224	30,000
10002500	Communications	8,000	8,000
10002600	Debt Service	25,000	35,000
<b>Total</b>		<b>63,224</b>	<b>73,000</b>
<b>Community Development</b>			
10003100	Land Development	91,100	91,100
10003200	Code Enforcement	1,183,500	1,112,000
<b>Total</b>		<b>1,274,600</b>	<b>1,203,100</b>
<b>Public Safety</b>			
10004116	Police	386,600	597,800
<b>Total</b>		<b>386,600</b>	<b>597,800</b>
<b>Public Works</b>			
10005110	Snow Removal	22,500	23,000
10005120	Traffic Signals & Communic	29,640	31,280



## 2024 Annual Budget

2024 Proposed General Fund Revenue of \$27,315,680

Department/Cost Center	Description	2023 Revised Budget	2024 Budget
10005132	Road Maintenance	-	-
10005160	Grounds Maintenance	31,868	35,000
<b>Total</b>		<b>84,008</b>	<b>89,280</b>
<b>Engineering</b>			
10005220	Engineering - Plan Review & Inspection	1,000	3,000
<b>Total</b>		<b>1,000</b>	<b>3,000</b>
<b>Recreation</b>			
10006210	Park Operation	49,400	45,200
10006220	Park Early Childhood	385,000	360,000
10006230	Park Youth Programs	510,000	425,000
10006240	Park Adult Programs	450,000	585,000
10006250	Park Family Programs	19,000	10,000
10006260	Park Teen Programs	35,000	22,500
10006270	Park Senior Programs	2,000	2,000
10006280	Park Community Events	10,000	-
10006290	Park Facility Maintenance	90,000	85,000
10006295	Park Special Program	12,000	13,500
<b>Total</b>		<b>1,562,400</b>	<b>1,548,200</b>
<b>General Fund Revenue Total</b>		<b>26,830,222</b>	<b>27,315,680</b>

**2024 Proposed General Fund Expenses**



## 2024 Annual Budget

2024 General Fund Expenditures of \$27,156,356

Department/Cost Center	Description	2023 Revised Budget	2024 Budget
<b>Legislative</b>			
10001100	Board Of Supervisors	47,748	47,748
<b>Total</b>		<b>47,748</b>	<b>47,748</b>
<b>Miscellaneous</b>			
10001700	Misc Revenues & Transfers	-	-
10001800	Misc Expenses & Transfers	10,390,000	3,000,000
<b>Total</b>		<b>10,390,000</b>	<b>3,000,000</b>
<b>General Government</b>			
10002100	Executive	1,193,742	1,281,756
10002200	Human Resources	588,516	613,658
10002311	Information Technology	386,705	389,133
10002400	Finance & Tax	492,394	558,085
10002500	Communications	496,716	514,615
10002600	Debt Service	1,503,886	1,183,649
10002700	Tax Collection	301,086	311,764
10002800	Insurance	446,000	469,200
<b>Total</b>		<b>5,409,045</b>	<b>5,321,860</b>
<b>Community Development</b>			
10003100	Land Development	370,703	343,531
10003200	Code Enforcement	694,214	758,916
10003300	Planning	248,921	270,750
<b>Total</b>		<b>1,313,838</b>	<b>1,373,197</b>
<b>Customer Service</b>			
10003400	Customer Service	200,131	141,661
<b>Total</b>		<b>200,131</b>	<b>141,661</b>
<b>Public Safety</b>			
10004111	Police Department Support	1,956,803	2,001,436
10004112	Police Patrol	4,176,511	4,048,827
10004113	Police Traffic	142,517	146,839





## 2024 Annual Budget

2024 General Fund Expenditures of \$27,156,356

Department/Cost Center	Description	2023 Revised Budget	2024 Budget
10004114	Police Investigations	339,217	659,265
10004115	Police Fleet	273,500	247,000
10004117	Community Service Officers	12,650	12,650
10004120	Animal Service	12,000	12,000
10004140	Firing Range	14,000	15,000
10004230	Fire & Emergency Services	731,834	666,925
<b>Total</b>		<b>7,659,032</b>	<b>7,809,942</b>
<b>Public Works</b>			
10005110	Snow Removal	692,018	682,563
10005120	Traffic Signals & Communic	671,283	779,279
10005131	Storm Water	607,870	553,900
10005132	Road Maintenance	1,290,671	1,546,681
10005140	Facility Maintenance	870,499	764,852
10005150	Fleet Maintenance	303,664	334,157
10005160	Grounds Maintenance	1,180,533	1,385,787
10005170	Pw Administration	656,513	746,894
<b>Total</b>		<b>6,273,051</b>	<b>6,794,113</b>
<b>Engineering</b>			
10005210	Engineering	408,727	444,848
10005220	Engineering - Plan Review & Inspection	71,291	71,156
10005240	Engineering - Stormwater	240,165	250,107
<b>Total</b>		<b>720,183</b>	<b>766,111</b>
<b>Recreation</b>			
10006210	Park Operation	585,458	608,254
10006220	Park Early Childhood	252,155	354,677
10006230	Park Youth Programs	482,662	451,273
10006240	Park Adult Programs	206,865	169,653
10006250	Park Family Programs	65,485	-
10006260	Park Teen Programs	18,000	5,989
10006270	Park Senior Programs	4,700	1,500



2024 Annual Budget

2024 General Fund Expenditures of \$27,156,356

Deptartment/Cost Center	Description	2023 Revised Budget	2024 Budget
10006280	Park Community Events	47,000	172,387
10006290	Park Facility Maintenance	87,112	105,295
10006295	Park Special Program	67,248	32,696
<i>Total</i>		<b>1,816,685</b>	<b>1,901,724</b>
<b>General Fund Expenses Total</b>		<b>33,829,713</b>	<b>27,156,356</b>

## 2024 Annual Budget

### 2024 Other Funds Summary

Funds	Description	2023 Budgeted Revenue	2023 Budgeted Expenses	2024 Budgeted Revenue	2024 Budgeted Expenses
<b>Special Revenue Funds</b>					
2110	Tip East	1,058,047	2,378,308	1,179,238	1,686,185
2111	Tip West	207,305	1,045,000	270,680	612,500
2112	Recreation Fees	166,376	450,000	549,038	304,632
2114	Developers Contribution	-	-	933,300	629,750
2115	Storm Water Maintenance	-	-	-	
2310	Liquid Fuels	994,921	990,000	1,014,048	995,000
2410	Library	462,695	462,695	494,725	494,725
2420	Fire Operations	640,057	662,185	718,883	716,213
2610	Road Equipment Fund	393,250	-	407,176	495,000
2620	Public Buildings Fund	445,750	426,935	477,025	152,316
2700	American Rescue Plan Fund	90,000	3,390,000	-	-
<b>Total</b>		<b>4,458,401</b>	<b>9,805,123</b>	<b>6,044,113</b>	<b>6,086,321</b>
<b>Capital Projects</b>					
3100	Fire Capital	448,950	390,164	454,617	401,602
3400	Capital Improvement	11,930,000	8,496,176	8,931,756	10,922,993
<b>Total</b>		<b>12,378,950</b>	<b>8,886,340</b>	<b>9,386,373</b>	<b>11,324,595</b>
<b>Enterprise Funds</b>					
6110	Utilities - Water	8,855,560	10,141,306	10,617,462	10,617,462
6210	Utilities - Sewer	11,410,543	12,668,922	13,851,000	12,658,452
6310	Utilities - Solid Waste	3,220,829	3,166,354	3,426,094	3,426,094
6410	Swimming Pool	780,437	806,437	1,333,284	1,333,284
6510	Golf Course	2,415,140	2,415,140	3,661,828	3,661,828
<b>Total</b>		<b>26,682,509</b>	<b>29,198,159</b>	<b>32,889,668</b>	<b>31,697,120</b>
<b>Other Funds Total</b>		<b>43,519,860</b>	<b>47,889,622</b>	<b>48,320,154</b>	<b>49,108,035</b>

# General Fund Revenue

## 2024 Annual Budget

### Real Estate Tax Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-1200-3011</b>	Current Year Levy	3,431,759	3,498,505	3,586,920	3,613,882	3,648,230
	<p>The real estate tax is the second most important source of revenue for Cranberry Township. The 8.03 mill real estate tax is levied on all commercial, residential and other non-exempt real property. The tax is determined by two factors: the assessed value and the millage rate. As of August 29, 2023, Butler County has determined Cranberry's taxable assessed value to be \$463,597,206. The Butler County Department of Property &amp; Revenue determines property market values and assesses property. Butler County has not reassessed property since 1969. The assessed valuation is the value used to generate the tax revenue and is based on 100% of the 1969 value. The Board of Supervisors of Cranberry Township determines the millage rate, which is 13.25 mills in 2024 (8.03-general purposes, 2.37-fire, 1-public buildings, .85-road equipment and 1-library). The real estate tax collector for Cranberry Township, Butler County and the Seneca Valley School District, pursuant to the Second Class Township Code, is PJ Lynd, an elected official who serves a four year term. He began his sixth term in January of 2022. The collection rate for 2023 was 98%. Delinquent property taxes are collected by the Butler County Tax Claim Bureau. Township property taxes are billed March 1st. A 2% discount may be taken if tax is paid by April 30 and are due at face value if paid between May 1 and June 30. A penalty of 10% is applied if paid between July 1 and February 1 of the following year.</p>					
<b>1000-1200-3012</b>	Prior Year Levy	5,071	13,134	5,700	9,897	10,000
	Real estate tax remitted to Cranberry Township from the real estate tax collector after 12/31. (Billed in/for 2023 but collected in 2024)					
<b>1000-1200-3014</b>	Delinquent Tax Claim	44,318	31,297	35,000	26,223	25,000
	Delinquent property tax collected by Butler County Tax Claim Bureau. After 12/31, the real estate tax collector turns all delinquent tax bills over to the Butler County Tax Claim Bureau. The property owner has approximately 2 years to pay the taxes plus penalty, or the Tax Claim Bureau will conduct a Sheriff sale of the property.					
<b>1000-1200-3015</b>	Interim Taxes	35,644	94,200	20,000	4,594	8,500
	<b>REAL ESTATE TAX Total</b>	<b>3,516,793</b>	<b>3,637,135</b>	<b>3,647,620</b>	<b>3,654,596</b>	<b>3,691,730</b>



## 2024 Annual Budget

### Act 511 Taxes Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-1300-3120</b>	Real Estate Transfer Tax	2,654,575	2,174,112	1,500,000	1,377,328	1,000,000
	The realty or deed transfer tax is collected at the time of a real estate sale or transfer by the Butler County Recorder of Deeds through the sale of deed transfer stamps. Of the 2% tax collected on the value of the sale/transfer, 1% is distributed to the Commonwealth of Pennsylvania. The remaining 1% is shared by the Township (.5%) and the Seneca Valley School District (.5%).					
<b>1000-1300-3130</b>	Earned Income Taxes	8,872,304	9,565,255	8,000,000	8,507,956	8,400,000
	Cranberry Township's primary source of tax revenue is the earned income tax. It is a tax on gross wages, net profits, and other compensation earned by Township residents. The tax is 1%, 1/2 of which is shared with the Seneca Valley School District. This tax is collected by the Butler County Tax Collection committee, who contracts with Berkheimer Tax Administrator.					
<b>1000-1300-3140</b>	Business Privilege/Merc	2,858,230	3,376,371	2,500,000	3,270,614	2,700,000
	Business Privilege is a tax assessed to service providers. The Mercantile tax is assessed on the sale of goods. Both taxes are further classified by wholesale and retail sales. The rate is one mill (ie. \$1.00 tax on \$1,000 of receipts). The Township contracts with Berkheimer Tax Administrator for the collection of this tax. The Township serves as the Delinquent Collector. The tax is due on or before May 15 of each year.					
<b>1000-1300-3150</b>	Local Service Tax	1,230,559	1,329,632	1,090,000	1,232,490	1,100,000
	The Local Services tax (LST) is assessed on all individuals who work within the Township. The Township imposes a \$52 tax with an exemption for individuals earning less than \$12,000 per year.					
	<b>Act 511 Taxes Total</b>	<b>15,615,668</b>	<b>16,445,370</b>	<b>13,090,000</b>	<b>14,388,388</b>	<b>13,200,000</b>

## 2024 Annual Budget

### Licenses And Permits Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-1400-3210</b>	Business Licenses And Permit	527,999	520,652	518,000	497,990	500,000
	This revenue is generated by franchise fees that are part of the contracts with Armstrong, Consolidated and Comcast cable companies. This fee is a percentage of sales revenue generated by these companies.					
	<b><i>Licenses and Permits Total</i></b>	<b>527,999</b>	<b>520,652</b>	<b>518,000</b>	<b>497,990</b>	<b>500,000</b>

## 2024 Annual Budget

### Interest And Rent Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-1500-3410</b>	Interest	7,740	85,065	30,000	637,278	500,000
	The Township invests its available cash in various interest-bearing instruments and accounts. The types of investment options used generally include short and long-term investments with the Pennsylvania Local Government Trust (PLGIT). The amount earned each year fluctuates with the interest rate and the amount of cash available for investment. Allowable investments are governed by the Second Class Township Code, and other laws of the Commonwealth.					
<b>1000-1500-3421</b>	Tenant Rent	81,787	82,831	78,170	64,449	32,000
	Fees collected for the leased tenant spaces within the Municipal Center & Township. Pursuant to the 2024 renewal of agreement with Cranberry EMS, rent reimbursement no longer included.					
	<b><i>Interest and Rent Total</i></b>	<b><i>89,527</i></b>	<b><i>167,897</i></b>	<b><i>108,170</i></b>	<b><i>701,727</i></b>	<b><i>532,000</i></b>

## 2024 Annual Budget

### Intergovernmental Revenues Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-1600-3551</b>	State Pension Aid	849,119	916,940	900,000	1,054,848	1,000,000
	The Commonwealth of Pennsylvania allocates funds to be used for the support of the police & non-uniform pension programs. The source of funds is a state tax on casualty insurance written by companies located outside of Pennsylvania and the number of these policies owned by Cranberry Township residents. The amount to be budgeted in any one year should be based on assumptions regarding the State Aid Unit Value from the preceding year as well as the number of employees in both pension plans. The proposed distribution of the funds is reflected under the pension expenditure category in the appropriate departmental budget. These funds in turn are distributed directly to the pension plans.					
<b>1000-1600-3552</b>	Firemans Relief Aid	215,128	288,076	280,000	296,908	280,000
	The Commonwealth of Pennsylvania makes this distribution to the Cranberry Township Volunteer Fire Company Relief Association. The amount of funding received is related to the amount of fire insurance held by Township residents which has been written by companies located outside of Pennsylvania. These funds in turn are distributed directly to the fire company's relief association. The budget typically reflects the actual amount received in the previous year.					
<b>1000-1600-3555</b>	Liquor Licenses	1,500	12,900	10,000	13,200	10,000
	When the Pennsylvania Liquor Control Board issues a liquor license to an establishment within the Township, the municipality receives an annual licensing fee of \$300 from the Commonwealth. The Township currently has 55 establishments with liquor licenses.					
<b>1000-1600-3561</b>	Public Utility Tax	19,951	20,771	18,000	20,100	20,000
	The Public Utility Realty Tax (PURTA) is a tax collected by the Commonwealth of Pennsylvania on tax-exempt property owned by public utilities and distributed back to the Township in which the property is located. The funds may be used for general municipal purposes. The amount of revenue source is related to the Township's real estate tax rate as well as the dollar value of real estate taxes which are levied by the Township. Since the Township has no direct control over the amount of PURTA funds to be granted by the Commonwealth, the actual value of PURTA in the preceding year is typically used to set the next year's budget amount.					
<b>1000-1600-3563</b>	Act 13	132,113	223,466	180,000	275,138	200,000
	Township's share of fees paid by gas drillers on their wells as per Act 13.					
<b>1000-1600-3649</b>	Reimb From General Authority	627,245	99,123	800,000	489,336	847,070
	Reimbursement per Management Agreement with the Township.					
	<b>Intergovernmental Revenues Total</b>	<b>1,845,055</b>	<b>1,561,275</b>	<b>2,188,000</b>	<b>2,149,529</b>	<b>2,357,070</b>

## 2024 Annual Budget

### Misc Revenues & Transfers Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-1700-3319</b>	Ctcc Admin Fee	6,500	4,500	6,000	4,500	6,000
<b>1000-1700-3425</b>	Tower Leases	17,515	13,346	17,100	20,066	20,000
	Lease payments for telecommunication towers on Township structures.					
<b>1000-1700-3428</b>	Other Sources And Uses	-	-	-	-	3,000,000
<b>1000-1700-3464</b>	Energy Rebates	205	220	-	83	-
<b>1000-1700-3511</b>	Other Grants	828,155	6,577	-	20,212	-
<b>1000-1700-3651</b>	Sale Public And Admin Svs	15,512	9,959	9,000	8,433	8,000
	Materials and administrative services provide to the public, such as no-lien letters.					
<b>1000-1700-3855</b>	Miscellaneous	17,719	10,686	7,500	9,122	7,500
<b>1000-1700-3856</b>	Over/Short	(226)	(1,002)	-	92	-
<b>1000-1700-3858</b>	Community Chest Donations	(2,452)	(2,103)	-	365	-
<b>1000-1700-3910</b>	Sale Of Fixed Assets	1,248	6,131	2,000	4,861	4,000
<b>1000-1700-3922</b>	Transfer From Other Fund	300,000	636,457	3,790,000	-	400,000
	The 2024 inter-fund transfer is from the Sewer and Water Operating funds to the General Fund to cover costs associated with maintenance, communication, finance as well as other administrative overhead costs.					
<b>1000-1700-3950</b>	Refund Of Prior Year Exp	123,958	125,083	75,000	208,687	75,000
	At times the Township receives refunds of expenditures made in the prior year.					
	<b>Misc Revenues &amp; Transfers Total</b>	<b>1,308,135</b>	<b>809,855</b>	<b>3,906,600</b>	<b>276,420</b>	<b>3,520,500</b>



2024 Annual Budget

Human Resources Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-2200-3868	Reimbursements Insurance	-	-	-	35,616	-
	<i>Human Resources Total</i>	-	-	-	<b>35,616</b>	-



## 2024 Annual Budget

## Information Technology Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-2331-3684</b>	Charge For Services	39,722	37,846	30,224	39,143	30,000
	<b><i>INFORMATION TECHNOLOGY Total</i></b>	<b>39,722</b>	<b>37,846</b>	<b>30,224</b>	<b>39,143</b>	<b>30,000</b>



2024 Annual Budget

Communications Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-2500-3852	Sponsorship	12,500	15,934	8,000	48,581	8,000
	<i>Communications Total</i>	<i>12,500</i>	<i>15,934</i>	<i>8,000</i>	<i>48,581</i>	<i>8,000</i>

# 2024 Annual Budget

## Debt Service Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-2600-3873</b>	Debt Offset Payments	-	40,107	25,000	37,689	35,000
	Payments from Athletic Associations for Graham Park debt. SVSA					
	<b><i>Debt Service Total</i></b>	-	<b><i>40,107</i></b>	<b><i>25,000</i></b>	<b><i>37,689</i></b>	<b><i>35,000</i></b>

## 2024 Annual Budget

### Land Development Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-3100-3619</b>	Bond Release Fee	11,250	16,500	20,000	17,100	20,000
<b>1000-3100-3620</b>	Liquor License Transfer	-	1,000	500	-	500
<b>1000-3100-3621</b>	Conditional Use Fee	5,500	4,400	5,000	2,750	5,000
<b>1000-3100-3622</b>	Zoning Hearing Board Fee	1,420	275	500	1,650	500
<b>1000-3100-3625</b>	Site Plan Subdivision Rev	61,810	90,810	65,000	203,755	65,000
<b>1000-3100-3627</b>	Sale Codes And Ordinances	140	110	100	90	100
	<b><i>Land Development Total</i></b>	<b><i>80,120</i></b>	<b><i>113,095</i></b>	<b><i>91,100</i></b>	<b><i>225,345</i></b>	<b><i>91,100</i></b>

## 2024 Annual Budget

### Code Enforcement Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-3200-3220</b>	Nonbusiness Permits	970	50	-	-	-
	Road Opening Permit fees budgeted in Engineering Department after 2022.					
<b>1000-3200-3611</b>	Building Permits	853,993	1,134,327	923,000	1,093,320	850,000
	Building permits include building/structure, electrical, mechanical and plumbing plan components.					
<b>1000-3200-3612</b>	Electrical Admin Fee	7,580	6,940	6,500	7,900	6,500
	Charged for the review of all non-residential and residential electrical building permits.					
<b>1000-3200-3613</b>	Fire Building Permits	38,746	34,140	25,000	33,741	25,000
	Fee charged for the review of fire protection installation permit applications. Fee is based on the cost of construction and include the installation, enlargement, alteration and repair of sprinkler systems, fire detection systems, commercial exhaust suppression systems and related fire safety devices.					
<b>1000-3200-3614</b>	Fire Prevention Permit	34,545	36,570	45,000	23,670	45,000
	Fee charged for the review of fire prevention licenses. Fire prevention licenses include annual system testing and assembly occupancy inspections					
<b>1000-3200-3615</b>	Septic System Permit	2,065	4,925	2,000	8,500	2,000
	Fee for on-lot septic permit applications which include the site testing, application review and permit approval.					
<b>1000-3200-3616</b>	Sign Permits	12,950	12,985	10,000	11,254	10,000
	The size and location of signs are regulated by the Township zoning ordinance. Fees charged for each sign application are intended to cover the costs associated with processing the application.					
<b>1000-3200-3617</b>	Grading Permits	2,100	3,360	3,500	700	3,500
	The Township reviews applications for grading permits to ensure compliance with the Township grading ordinance.					
<b>1000-3200-3618</b>	Certificate Of Occupancy	18,705	15,390	15,000	16,740	15,000
	A certificate of occupancy is issued after a final inspection for all construction and zoning permits. Occupancy indicates compliance with State-wide Building Code and Township Zoning regulations.					
<b>1000-3200-3626</b>	Building Plan Review	179,672	145,220	150,000	99,382	150,000
	The building plan review fee is a fee that covers the cost of administering the Building Permit plan and Fire Prevention Building plan review process.					
<b>1000-3200-3629</b>	Technology Fee	6,200	8,285	3,500	7,009	4,000
<b>1000-3200-3630</b>	Wireless Communication Facilit	-	795	-	-	1,000
	<b>Code Enforcement Total</b>	<b>1,157,526</b>	<b>1,402,986</b>	<b>1,183,500</b>	<b>1,302,216</b>	<b>1,112,000</b>

## 2024 Annual Budget

### Police Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-4116-3220	Nonbusiness Permits	4,060	7,889	6,500	10,710	6,500
1000-4116-3311	State Police	12,420	13,559	10,000	6,077	10,000
1000-4116-3312	Clerk Of Courts	19,052	20,973	20,000	15,551	20,000
1000-4116-3313	Motor Vehicle Code	15,079	21,410	20,000	17,029	20,000
1000-4116-3314	Nontraffic Violation	15,499	13,272	20,000	20,727	20,000
1000-4116-3316	Parking Tickets	200	1,378	2,000	450	1,000
1000-4116-3317	Reimb Expense Vehicle Theft	30,859	120,710	120,000	167,382	120,000
1000-4116-3510	Federal Grants	-	5,164	3,000	1,924	3,000
1000-4116-3511	Other Grants	-	-	-	2,000	-
1000-4116-3641	Accident Reports	3,757	4,720	3,600	4,340	3,800
1000-4116-3642	Fingerprints	3,608	24,003	6,500	2,920	4,500
1000-4116-3643	False Alarm	36,007	23,150	26,000	25,300	25,000
1000-4116-3644	School Guard Reimb	3,561	2,060	4,000	-	2,000
1000-4116-3646	Restitutions	36,157	2,787	5,000	-	2,000
1000-4116-3647	Reimburse Salaries	280,002	127,894	140,000	348,720	360,000
	<b>POLICE Total</b>	<b>460,259</b>	<b>388,970</b>	<b>386,600</b>	<b>623,129</b>	<b>597,800</b>



## 2024 Annual Budget

### Public Works Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-5110-3661</b>	Winter Service Agreement	23,165	19,443	20,000	26,059	20,000
<b>1000-5110-3664</b>	Salt Brine Sales	5,213	3,090	2,500	3,218	3,000
	<b><i>Snow Removal Total</i></b>	<b>28,378</b>	<b>22,533</b>	<b>22,500</b>	<b>29,277</b>	<b>23,000</b>
<b>1000-5120-3662</b>	7 Fields/Adams Maint Agreeemnt	27,576	28,865	29,640	31,280	31,280
	<b><i>Traffic Signals &amp; Communic Total</i></b>	<b>27,576</b>	<b>28,865</b>	<b>29,640</b>	<b>31,280</b>	<b>31,280</b>
<b>1000-5132-3647</b>	Reimburse Salaries	28,196	22,607	-	32,957	-
	<b><i>ROAD MAINTENANCE Total</i></b>	<b>28,196</b>	<b>22,607</b>	<b>-</b>	<b>32,957</b>	<b>-</b>
<b>1000-5160-3663</b>	Ballfield Light Reimb	25,232	26,757	31,868	25,502	35,000
	<b><i>Grounds Maintenance Total</i></b>	<b>25,232</b>	<b>26,757</b>	<b>31,868</b>	<b>25,502</b>	<b>35,000</b>
	<b>Total</b>	<b>109,383</b>	<b>100,762</b>	<b>84,008</b>	<b>119,016</b>	<b>89,280</b>

## 2024 Annual Budget

## Engineering - Plan Review &amp; Inspection Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-5220-3617</b>	Grading Permits	-	3,750	1,000	299,440	3,000
	Road Opening & Grading Permits					
	<b>ENGINEERING - PLAN REVIEW &amp; INSPECTION Total</b>	-	<b>3,750</b>	<b>1,000</b>	<b>299,440</b>	<b>3,000</b>

## 2024 Annual Budget

### Parks and Recreation Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-6210-3422	Rooms/Facility	3,447	5,724	7,500	4,035	5,000
1000-6210-3423	Shelters	34,518	34,723	35,000	30,520	35,000
1000-6210-3511	Other Grants	36,700	-	-	-	-
1000-6210-3610	Alcohol Permit	5,750	6,145	5,500	5,595	5,000
1000-6210-3647	Reimburse Salaries	360	360	-	-	-
1000-6210-3681	Program Fees/Lessons	-	-	-	50	-
1000-6210-3683	Vending Commissions	99	148	200	199	200
1000-6210-3852	Sponsorship	1,500	-	-	-	-
1000-6210-3855	Miscellaneous	190	-	1,200	1,957	-
1000-6210-3856	Over/Short	(39)	(575)	-	3	-
	<b>Park Operation Total</b>	<b>82,524</b>	<b>46,523</b>	<b>49,400</b>	<b>42,360</b>	<b>45,200</b>
1000-6220-3681	Program Fees/Lessons	296,479	349,522	385,000	325,366	360,000
	Revenue from programs for ages 0-6 such as craft classes, music classes and our preschool program. Increase due to adding preschool class, return of KSMT and rebound from COVID					
	<b>Park Early Childhood Total</b>	<b>296,479</b>	<b>349,522</b>	<b>385,000</b>	<b>325,366</b>	<b>360,000</b>
1000-6230-3681	Program Fees/Lessons	353,784	387,268	500,000	359,614	425,000
	Revenue from programs for ages 6-12 including Camp Cranberry, After School Kids Club and our Youth Sports Leagues. Anticipated increase with added STEM programs.					
1000-6230-3852	Sponsorship	2,000	550	10,000	-	-
	<b>Park Youth Programs Total</b>	<b>355,784</b>	<b>387,818</b>	<b>510,000</b>	<b>359,614</b>	<b>425,000</b>
1000-6240-3681	Program Fees/Lessons	129,310	229,514	450,000	859,549	585,000
	Revenue from adult programs are split into three categories: lifetime learning, fitness and wellness and organized athletics. Increase due to pickleball growth.					
1000-6240-3852	Sponsorship	1,000	-	-	1,500	-
1000-6240-3855	Miscellaneous	500	1,550	-	542	-
	<b>Park Adult Programs Total</b>	<b>130,810</b>	<b>231,064</b>	<b>450,000</b>	<b>861,591</b>	<b>585,000</b>
1000-6250-3681	Program Fees/Lessons	6,648	8,421	15,000	2,498	10,000
	Revenue from one-time programs such as holiday programs.					
1000-6250-3852	Sponsorship	-	-	4,000	-	-
	<b>Park Family Programs Total</b>	<b>6,648</b>	<b>8,421</b>	<b>19,000</b>	<b>2,498</b>	<b>10,000</b>

## 2024 Annual Budget

### Parks and Recreation Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-6260-3681</b>	Program Fees/Lessons	20,512	19,171	35,000	16,235	22,500
	Revenue from programs for ages 13-18 such as babysitting training, leadership summer camp and teen tennis.					
	<b><i>Park Teen Programs Total</i></b>	<b>20,512</b>	<b>19,171</b>	<b>35,000</b>	<b>16,235</b>	<b>22,500</b>
<b>1000-6270-3681</b>	Program Fees/Lessons	-	70	2,000	95	2,000
	Senior programs, holiday bingo.					
	<b><i>Park Senior Programs Total</i></b>	<b>-</b>	<b>70</b>	<b>2,000</b>	<b>95</b>	<b>2,000</b>
<b>1000-6280-3681</b>	Program Fees/Lessons	250	-	-	-	-
<b>1000-6280-3852</b>	Sponsorship	-	-	10,000	-	-
	<b><i>Park Community Events Total</i></b>	<b>250</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>-</b>
<b>1000-6290-3426</b>	Field Rental	100,873	60,081	90,000	91,474	85,000
	<b><i>Park Facility Maintenance Total</i></b>	<b>100,873</b>	<b>60,081</b>	<b>90,000</b>	<b>91,474</b>	<b>85,000</b>
<b>1000-6295-3427</b>	Vendor Spaces	-	1,375	-	1,015	1,000
<b>1000-6295-3681</b>	Program Fees/Lessons	1,108	4,431	12,000	1,713	12,500
<b>1000-6295-3852</b>	Sponsorship	50	4,492	-	-	-
	<b><i>Park Special Program Total</i></b>	<b>1,158</b>	<b>10,298</b>	<b>12,000</b>	<b>2,728</b>	<b>13,500</b>
	<b>Total</b>	<b>995,038</b>	<b>1,112,968</b>	<b>1,562,400</b>	<b>1,701,959</b>	<b>1,548,200</b>

# General Fund Expenses

**Department: Legislative**
**Description and Responsibilities:**

This budget supports the five elected members of the Board of Supervisors. Supervisor compensation is based upon the Second Class Township Code, which establishes salary and benefits. This budget also supports continuing education and fees of various legislative organizations.

Staffing Levels	2020	2021	2022	2023	2024
Full Time Staff	0	0	0	0	0
Part Time Staff	5	5	5	5	5

**Board Of Supervisors Expenses**

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-1100-4013</b>	Salaries-Board/Comm	23,698	21,510	21,875	18,229	21,875
<b>1000-1100-4021</b>	Social Security Tax	1,469	1,333	1,356	1,130	1,356
<b>1000-1100-4022</b>	Medicare	344	312	317	265	317
<b>1000-1100-5004</b>	Materials And Supplies	-	-	5,000	972	5,000
<b>1000-1100-5354</b>	Employee Training	-	-	-	10,591	8,000
Expenses related to educational opportunities for the Board of Supervisors.						
<b>1000-1100-5355</b>	Employee Career Devel	1,070	1,467	8,000	3,921	-
<b>1000-1100-5356</b>	Employee Dues/Members	8,991	-	11,200	3,728	11,200
Expenses involved with memberships in PSATS, Butler COG, Pennsylvania Municipal League.						
<b>Total</b>		<b>35,572</b>	<b>24,623</b>	<b>47,748</b>	<b>38,835</b>	<b>47,748</b>

**Department: Misc Transfers****Description and Responsibilities:**

This Cost Center includes miscellaneous expenditures/revenues as well as permanent transfers from the General Fund to other funds.

## Misc Revenues &amp; Transfers Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-1700-5003</b>	Prior Year Refund Of Revenue	4,337	6,029	-	11,759	-
<b>Total</b>		<b>4,337</b>	<b>6,029</b>	-	<b>11,759</b>	-



## 2024 Annual Budget

## Misc Expenses &amp; Transfers Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-1800-6201</b>	Transfer To Capital	4,000,000	4,000,000	10,390,000	5,000,000	3,000,000
<b>1000-1800-6203</b>	Transfer To Enterprise Fnd	122,212	800,000	-	-	-
<b>Total</b>		<b>4,122,212</b>	<b>4,800,000</b>	<b>10,390,000</b>	<b>5,000,000</b>	<b>3,000,000</b>

**Department: Executive****Description and Responsibilities:**

This cost center supports the activities of the Executive Management team as well as several key community support functions of the Township. The Team includes the Township Manager, three Assistant Township Managers, Executive Assistant to the Township Manager, Safety Coordinator, Civic Partnership Coordinator, and a part-time Administrative Assistant and a summer intern. This Executive Management team is responsible for implementing the plans, budget, investment plans and policies of the Board of Supervisors through oversight of all operating departments and for providing the expertise to assist the Board in their vision, policy, and legislative functions.

Staffing Levels	2020	2021	2022	2023	2024
Full Time Staff	4	5	6	6	7
Part Time Staff	1	1	1	1	1

**Efficient & Effective Government:**

Maintain Moody's Aaa bond ratings.

Continue to analyze existing services and programs for efficient and effective operation to manage operating expenditure growth.

Evaluate and utilize professional/contractual services when appropriate to enhance community service levels.

Develop and implement a comprehensive risk management program in all departments of the Township.

Enhance the Capital Investment Plan with a 3-5 year forecast for the 2025 budget.

Strengthen civic partnerships and engagement through the Civics Partnership Coordinator role.

Develop a strategic communication plan, including public outreach efforts to engage key stakeholders.

Finalize departmental operation plans.

Maintain an exemplary employee safety record.

Promote sustainability initiatives to reduce long-term operating costs.

Foster a culture of innovation and creativity to continually improve operations and citizen services.

Collaborate with neighboring municipalities to explore shared services and cost-saving opportunities.

Support our employees through professional training and leadership development opportunities. Continue to implement and sustain the internal team development program.

Continue to foster community partnerships and explore opportunities to increase public outreach by developing a presentation series that will communicate the Township's strategic initiatives.

**Infrastructure Integrity:**

- Enhance Township infrastructure through the Capital Improvement Plan, focusing on system integrity, sustainability, and quality of life projects.
- Execute strategic planning initiatives in 2024 for Transportation Improvements (Impact Fees) and Public Works Operations Center.
- Advance the design and funding strategy for the Brush Creek Treatment plant upgrades.
- Develop a Route 19 water line replacement strategy.
- Develop a Dutilh Road corridor transportation vision through an alternatives analysis and study in 2024.
- Continue to pursue all available grant funding to assist with the replacement, construction, and upgrades of our infrastructure.
- Allocate available budget resources for infrastructure improvement projects that address aging infrastructure, enhance connectivity, and support the overall quality of life in Cranberry Township
- Implement a proactive maintenance program to extend the lifespan of critical infrastructure.
- Continue to foster partnerships with neighboring municipalities through Southwest Butler County Stormwater Group to share resources and knowledge for infrastructure improvement projects.
- Develop new and sustainable infrastructure solutions to reduce long-term maintenance and operating costs.
- Focus on aggressive system I&I reduction including the Development and implementation of a point-of-sale program in 2024.
- Continue to implement a comprehensive stormwater management program including meeting the requirements of the Township MS4 permit through the partnership with the General Authority.
- Enhance public awareness and engagement regarding infrastructure projects to garner support and feedback from the community.

**Safe & Healthy Community:**

- Maintain and strengthen partnerships with Cranberry Township Volunteer Fire Company for a sustainable professional volunteer fire service.
- Assess the necessity of fire risk reduction services and activities for potential implementation in 2024.
- Work to implement the services agreement with Cranberry Township Emergency Medical Services (CTEMS).
- Collaborate with neighboring communities and service providers to create innovative shared funding opportunities for EMS services, addressing the funding crisis and meeting critical needs.
- Improve Police Department services by establishing a specialized position to enhance nonemergency proactive social support services and alleviate demand on Police Officers.

**Quality Lifestyle:**

Support meetings of Township Supervisors, and its' Boards, Commissions, and Committees, Advisory Committees, and Task Forces.

Execute strategic planning initiatives in 2024 for:

Waterpark masterplan  
Powel Farm

Advance the Community Park North master plan design and funding strategy in 2024 for potential 2025 construction utilizing the \$2.8 Million DCNR grant award.

Finalize design, bidding and construction of the Great Lawn.

Begin implementing the findings of the completed comprehensive parks and open space plan including advancing an arts, culture, and recreation center feasibility study in 2024 to identify possible locations, amenities, and costs.

Advance elements of the Golf Course Master plan by evaluating alternative development strategies, costs, and opportunities.

**Prosperous Future:**

Continue to implement recommendations from the Cranberry Plan and make updates as needed.

Continue to support a welcoming and diverse community through the implementation of the 2023 diversity plan update. Provide the necessary staff resources to support the IDEA Team.

Foster strong relationships with state, county, local, regional, and statewide partners to safeguard local funding, promote self-determination, enhance economic sustainability, and maintain revenue streams for community priorities.

Develop and execute an innovative communication strategy to highlight the value of Cranberry Township addressing growth management topics.

Conduct a land use analysis to evaluate the mix and type of residential housing within the community with a focus on multi-family uses.

Collaborate closely with our Chambers of Commerce and the Butler County Tourism and Convention Bureau.

Work to ensure that Cranberry Township has a voice in regional organizations.

Maintain productive collaboration with the Seneca Valley School District on issues beneficial for the community.

Ensure all Township expenditures comply with all federal, state, and local funding requirements.

## 2024 Annual Budget

### Executive Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-2100-4010	Salaries-Fulltime	557,372	354,373	456,765	366,106	506,726
1000-2100-4012	Salaries-Part Time	32,203	33,333	30,055	26,736	29,512
1000-2100-4015	Overtime	2,559	3,656	4,000	3,627	4,000
1000-2100-4021	Social Security Tax	35,113	23,220	30,431	24,296	33,445
1000-2100-4022	Medicare	8,489	5,686	7,117	5,682	7,821
1000-2100-4023	Workers Comp	921	555	1,402	725	1,395
1000-2100-4041	Pension Non Uniform	27,959	17,902	23,038	18,481	25,496
1000-2100-4051	Hospitalization	62,290	56,171	75,975	59,524	67,726
1000-2100-4052	Vision Insurance	390	219	432	383	628
1000-2100-4053	Dental Insurance	2,126	1,731	3,762	2,438	5,538
1000-2100-4054	457 Contributions	39,120	24,871	23,038	25,386	25,496
1000-2100-4055	Disability Insurance	904	782	2,428	918	2,544
1000-2100-4057	Life Insurance	1,971	1,719	2,599	2,056	2,729
1000-2100-5001	Office Supplies	6,877	12,490	14,000	7,740	14,000
1000-2100-5002	Subscriptions/Books	392	21	2,000	629	2,000
1000-2100-5004	Materials And Supplies	9,586	22,277	25,000	25,816	25,000
1000-2100-5007	Safety Supplies	-	-	-	-	10,000
1000-2100-5111	Professional Services	42,301	113,938	99,000	48,276	99,000
1000-2100-5133	Legal Services	68,020	55,639	115,000	141,186	125,000
1000-2100-5230	Information Tech Svs	165,000	170,000	175,000	175,000	180,000
1000-2100-5312	Cell Phones	4,100	2,920	5,700	3,315	5,700
1000-2100-5332	Equipment Leases	3,883	2,458	9,000	2,726	9,000
Copy machine and postage meter lease/maintenance agreements.						
1000-2100-5353	Employee Meeting /Confer	3,623	7,488	17,000	8,687	16,000
1000-2100-5354	Employee Training	31,406	30,735	25,000	9,019	30,000
1000-2100-5356	Employee Dues/Members	22,467	16,271	11,000	2,144	11,000
APMM, ICMA, PELRAS and other professional type memberships and journals.						
1000-2100-5361	Postage And Shipping	11,330	455	23,000	10,388	25,000
1000-2100-5363	Advertising	905	1,250	3,500	646	3,500



2024 Annual Budget

Executive Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-2100-5364	Fuel	1,740	2,362	3,500	1,828	3,500
1000-2100-5370	Minor Equipment/Furniture	1,840	1,396	5,000	10,732	10,000
Total		1,144,889	963,918	1,193,742	984,490	1,281,756

## Department: Human Resources

### Description and Responsibilities:

The Human Resources Department is committed to supporting the values established in Cranberry Township's mission statement and to supporting the total operations of the Township through its most valuable resource – its people. The Department is responsible for all aspects to the employment cycle, including but not limited to, recruiting, hiring, onboarding, benefits, employee training and development, and offboarding. The Department is also responsible for all aspects of legal compliance associated with the employee life cycle.

<u>Staffing Levels</u>	2020	2021	2022	2023	2024
Full Time Staff	4	4	4	4	4
Part Time Staff	0	0	0	0	0



### Efficient & Effective Government:

Establish an Operations Master Plan for Human Resources. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs.

Support and provide direction and resources to all Township departments as they work through the completion of their Operations Master Plans.

Complete leadership training plan, that includes development, documentation, communication and implementation by year end 2024.

Evaluate the use of MUNIS for HR data, identifying and improvements to data updating processes and procedures. Implement position tracking to facilitate the use of MUNIS for personnel budgeting for 2025.

Through the evaluation of MUNIS capacity, complete needs assessment that will identify system gaps and assist in the planning for future technology needs.



### Safe & Healthy Community:

Identify enhancements to the Township's health benefits/wellness program that support employee health while also increasing participation in the program by 5% for 2024. Use new creative ways to effectively promote resources and continue to engage employees throughout the year.



### Prosperous Future:

Effectively negotiate the Utility Worker's Union contract in 2024 to ensure the Township's ability to attract and retain sewer and water field and treatment plant staff.

Formalize the On-Boarding process.



## 2024 Annual Budget

### Human Resources Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-2200-4010	Salaries-Fulltime	169,142	174,833	180,894	158,445	184,129
1000-2200-4015	Overtime	-	-	1,200	-	1,200
1000-2200-4021	Social Security Tax	10,255	11,035	11,290	9,492	11,490
1000-2200-4022	Medicare	2,398	2,581	2,640	2,220	2,687
1000-2200-4023	Workers Comp	266	200	520	269	476
1000-2200-4041	Pension Non Uniform	8,412	8,742	9,105	7,907	9,266
1000-2200-4051	Hospitalization	22,312	24,536	25,450	29,439	39,308
1000-2200-4052	Vision Insurance	235	235	236	235	247
1000-2200-4053	Dental Insurance	2,023	1,946	1,946	1,946	2,045
1000-2200-4054	457 Contributions	8,412	8,742	9,105	7,907	9,266
1000-2200-4055	Disability Insurance	382	400	473	418	482
1000-2200-4057	Life Insurance	789	827	1,027	882	992
1000-2200-5001	Office Supplies	745	849	1,500	1,127	1,750
1000-2200-5002	Subscriptions/Books	4,110	5,839	4,779	5,633	4,779
1000-2200-5004	Materials And Supplies	3,490	2,512	4,300	1,575	4,050
1000-2200-5111	Professional Services	28,047	10,722	33,310	1,403	33,575
1000-2200-5134	Other Services/Fees	48,109	40,039	57,100	28,838	64,900
1000-2200-5136	Administrative Fees	5,636	6,024	5,150	3,660	5,150
1000-2200-5230	Information Tech Svs	70,000	72,000	74,000	74,000	76,000
1000-2200-5312	Cell Phones	2,400	2,040	2,040	1,870	2,040
1000-2200-5352	Employee Mileage Reimb	-	251	250	-	350
1000-2200-5354	Employee Training	16,166	40,996	11,800	8,933	5,300
1000-2200-5355	Employee Career Devel	-	-	121,000	68,935	134,600
1000-2200-5356	Employee Dues/Members	1,588	2,074	3,851	3,199	2,526
1000-2200-5358	On Boarding Program	10,432	12,321	19,550	11,632	17,050
1000-2200-5370	Minor Equipment/Furniture	-	-	6,000	13,280	-
<b>Total</b>		<b>415,350</b>	<b>429,744</b>	<b>588,516</b>	<b>443,244</b>	<b>613,658</b>

**Department: Information Technology****Description and Responsibilities:**

The Information Technology (IT) Department retains complete budgetary responsibility for all centrally managed and department specific technology equipment, software, and initiatives. This includes everything from PCs, tablets, servers, GIS systems, phones, software, communication equipment, business continuity, and training, to systems for fuel management, fingerprint recognition, meter reading, SCADA and physical access control systems.

<u>Staffing Levels</u>	2020	2021	2022	2023	2024
Full Time Staff	9	9	9	9	9
Part Time Staff	0	0	0	0	0

**Efficient & Effective Government:**

Establish an Operations Master Plan for IT. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs.

Work with the Utility Department to implement technology that will enable employees to access information and track work completed more efficiently. Access to maps, assets and customer work orders will be available using mobile devices and the devices will provide ability to update information while working in the field.

Participate in the Municipal Center renovation, taking responsibility for planning and implementing technology for renovated space.

Upgrade the Township's phone system to a modern, cloud-based system. This will eliminate ongoing maintenance of servers, provide easier administration and more reliable mobile options for users.

Continue working toward a cloud based document management system. This will include working with other departments to understand how each of the business units manage their files and understand how documents are accessed and shared between departments.

**Prosperous Future:**

Coordinate with Finance and Customer Service to plan and implement an update to the resident access portal that will provide a modern site and login experience. Residents and businesses use this portal to access their utility billing information. This update will also provide customers with access to manage multiple utility accounts from a single login.

Promote the use of existing software owned by the Township by providing continuing education on best practices and use case scenarios.

## 2024 Annual Budget

### Information Technology Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-2311</b>	Do-Computer Support	405,596	356,035	418,978	336,514	431,011
<b>1000-2313</b>	Do-Mobility	144,450	139,933	212,110	124,805	218,476
<b>1000-2314</b>	Do-Phone Sysytem	79,935	72,641	97,072	77,872	137,158
<b>1000-2321</b>	Gis	34,617	40,612	43,993	37,200	42,829
<b>1000-2323</b>	Gis/Gis System	121,056	119,772	146,141	100,533	149,578
<b>1000-2331</b>	No-Network Managment	238,869	299,471	375,988	199,969	354,244
<b>1000-2333</b>	No-Server Management	171,521	189,561	299,505	190,945	294,411
<b>1000-2342</b>	Sm-Program Support	631,910	642,221	782,880	701,555	814,976
<b>1000-2361</b>	It-Chargeback	(1,845,780)	(1,913,714)	(1,989,962)	(1,989,962)	(2,053,550)
<b>Total</b>		<b>(17,824)</b>	<b>(53,466)</b>	<b>386,705</b>	<b>(220,570)</b>	<b>389,133</b>

## Department: Finance & Tax

### Description and Responsibilities:

The Finance Department is responsible for preparing the annual budget, financial reporting, payroll administration, accounts receivable, investments, debt management, audit coordination, accounts payable, monitoring Act 511 collections, pension plan reporting and providing financial support to all other departments and Township programs.

The Tax Collection cost center provides for the collection of Real Estate and Act 511 Taxes as levied by the Township. It encompasses the compensation and minor expenses of the Elected Real Estate Tax Collector as well as the commissions paid to Berkheimer, the appointed collector of Act 511 taxes. The annual expense for BCTCC fees also comes from this account. It also supports a portion of a full-time finance position whose duties include researching and reporting on all new businesses to be added to the Business Privilege-Mercantile tax rolls, as well as tracking and monitoring collections and assisting in resolving taxpayer reporting and compliance questions and concerns. In addition, the elected tax collector is paid from this account and is reflected as a part-time employee. The Finance Analyst is now serving on the board of BCTCC as secretary.

Staffing Levels	2020	2021	2022	2023	2024
Full Time Staff	6	6	7	7	7
Part Time Staff	1	1	1	1	2



### Efficient & Effective Government:

Establish an Operations Master Plan for Finance. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs.

Implement the MUNIS personnel budget module for automating personnel allocations in preparation of the 2025 budget.

Complete evaluation of MUNIS capacity for grant and project tracking, define process and implement for all new grants and projects in 2024.

Define and document year end closing process to streamline the annual audit process.

Complete GASB 96 requirements related to Subscription Based Information Technology Arrangements.



### Prosperous Future:

Coordinate with IT and Customer Service to plan and implement an update to the resident access portal that will provide a modern site and login experience. Residents and businesses use this portal to access their utility billing information. This update will also provide customers with access to manage multiple utility accounts from a single login.

Complete a rigorous study to identify a process that will insure complete collection of taxes due from residents of apartment and multi-family dwellings and taxes such as business privilege tax, earned income tax, etc.

## 2024 Annual Budget

### Finance & Tax Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-2400-4010	Salaries-Fulltime	171,820	174,124	217,688	159,586	227,841
1000-2400-4012	Salaries-Part Time	-	-	-	-	46,143
1000-2400-4015	Overtime	858	584	1,350	1,168	1,500
1000-2400-4021	Social Security Tax	10,693	10,912	13,580	9,938	17,080
1000-2400-4022	Medicare	2,501	2,552	3,176	2,324	3,995
1000-2400-4023	Workers Comp	267	243	626	324	590
1000-2400-4041	Pension Non Uniform	8,596	8,735	10,952	8,025	11,467
1000-2400-4051	Hospitalization	28,095	30,811	39,651	27,997	39,909
1000-2400-4052	Vision Insurance	262	262	327	262	342
1000-2400-4053	Dental Insurance	2,975	3,172	2,647	3,367	2,781
1000-2400-4054	457 Contributions	8,596	8,735	10,952	8,025	11,467
1000-2400-4055	Disability Insurance	383	398	570	421	593
1000-2400-4057	Life Insurance	791	823	1,235	889	1,227
1000-2400-5001	Office Supplies	2,391	3,400	2,000	1,923	2,000
1000-2400-5004	Materials And Supplies	31,765	40,971	30,000	28,898	30,000
Supplies/bank charges						
1000-2400-5112	Accounting And Auditing Svs	37,021	35,500	38,000	40,309	38,000
1000-2400-5230	Information Tech Svs	105,000	108,000	115,000	115,000	118,500
1000-2400-5312	Cell Phones	2,400	2,040	2,040	1,870	2,050
1000-2400-5354	Employee Training	-	149	2,000	2,341	2,000
1000-2400-5356	Employee Dues/Members	525	525	600	872	600
<b>Total</b>		<b>414,939</b>	<b>431,938</b>	<b>492,394</b>	<b>413,538</b>	<b>558,085</b>
GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-2700-4010	Salaries-Fulltime	26,678	26,772	28,837	25,464	29,704
1000-2700-4012	Salaries-Part Time	37,819	36,900	36,400	32,642	36,400
Real Estate Tax Collector compensation per Res. 2021-10						
1000-2700-4015	Overtime	362	361	400	961	500
1000-2700-4021	Social Security Tax	4,000	3,949	4,069	3,629	4,129
1000-2700-4022	Medicare	936	924	952	849	966

## 2024 Annual Budget

### Finance & Tax Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-2700-4023	Workers Comp	41	31	84	43	78
1000-2700-4041	Pension Non Uniform	1,352	1,357	1,462	1,317	1,510
1000-2700-4051	Hospitalization	11,041	11,505	12,265	11,082	12,379
1000-2700-4052	Vision Insurance	67	67	67	67	70
1000-2700-4053	Dental Insurance	579	597	597	597	627
1000-2700-4054	457 Contributions	1,352	1,357	1,462	1,317	1,510
1000-2700-4055	Disability Insurance	59	61	76	67	79
1000-2700-4057	Life Insurance	123	126	165	142	162
1000-2700-5004	Materials And Supplies	10,419	8,753	6,000	1,161	6,000
County processing fee for RE Tax collector, RE Tax Collector postage and BCTCC Cost Allocation.						
1000-2700-5230	Information Tech Svs	8,080	8,160	8,250	8,250	8,250
1000-2700-5452	Business Privilege/Merc	59,977	70,854	60,000	65,603	58,800
2.1% commission rate to Berkheimer for collection of BP/Merc tax						
1000-2700-5453	Local Service Tax Exp	24,527	26,815	20,000	22,126	23,100
2.1% commission rate to Berkheimer for collection of Local Services Tax						
1000-2700-5454	Earned Income Tax Exp	131,107	144,202	120,000	114,387	127,500
1.5 % commission rate to Berkheimer for collection of Earned Income Tax						
1000-2700-5455	Refund Of Act 511 Taxes	-	-	-	937	-
<b>Total</b>		<b>318,522</b>	<b>342,789</b>	<b>301,086</b>	<b>290,639</b>	<b>311,764</b>

**Department: Communications****Description and Responsibilities:**

This budget supports the primary goal of exceptional communication efforts extended to residents, businesses and Township stakeholders, along with internal communications to Township staff. The Communications Department maintains responsibility for all Township web sites, social media platforms, video production, photography, media relations, along with other forms of outreach efforts such as the community digital sign, Cranberry Today Magazine, Cranberry Central/e-blasts, the alert system, promotion of events & programs, community outreach, and the NextDoor app. The Communications staff also supports all Township departments in their need for graphic design, writing, advertisements, presentations, reports, brochures, posters, flyers, social media posts, videos, photography, vehicle wraps, and other various tasks. They also handle internal communications which include daily updates on the internal SharePoint site which keeps employees notified of Township news, events, and developments.

<u>Staffing Levels</u>	2020	2021	2022	2023	2024
Full Time Staff	5	5	5	5	4
Part Time Staff	2	2	3	2	2

**Efficient & Effective Government:**

Establish an Operations Master Plan for Communications. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs.

Dedicate resources to defining process and procedures for keeping internal departmental sites current through engagement with staff in each department.

Plan and implement the upgrade of the Township's website that will continue to enable the Township to effectively and pro-actively communicate with the public.

**Quality Lifestyle:**

Participate in committee tasked with completing an Emergency Communication Plan for the Township.

Develop communication plan for new Parks & Recreation initiatives identified in the Comprehensive Recreation and Open Space Plan.

Assist with advancement of new signage in Municipal center such as wayfinding, electronic and/or others for the optimal guest experience.

## 2024 Annual Budget

### Communications Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-2500-4010	Salaries-Fulltime	103,463	157,482	142,063	105,869	135,596
1000-2500-4012	Salaries-Part Time	28,902	38,784	24,688	49,561	24,689
1000-2500-4015	Overtime	2,823	1,695	1,550	2,276	1,025
1000-2500-4021	Social Security Tax	8,299	12,169	10,435	9,687	10,001
1000-2500-4022	Medicare	1,941	2,846	2,440	2,266	2,339
1000-2500-4023	Workers Comp	266	191	481	249	415
1000-2500-4041	Pension Non Uniform	4,346	7,941	7,181	5,357	6,831
1000-2500-4051	Hospitalization	20,961	26,360	34,956	25,092	28,130
1000-2500-4052	Vision Insurance	135	178	226	178	187
1000-2500-4053	Dental Insurance	1,129	1,413	1,832	1,413	1,485
1000-2500-4054	457 Contributions	4,346	7,941	7,181	5,357	6,831
1000-2500-4055	Disablity Insurance	186	274	373	290	355
1000-2500-4057	Life Insurance	431	611	810	696	731
1000-2500-5002	Subscriptions/Books	4,003	3,747	5,000	2,672	5,000
1000-2500-5004	Materials And Supplies	8,396	7,050	7,000	2,115	7,000
1000-2500-5111	Professional Services	8,704	6,003	7,000	749	7,000
1000-2500-5121	Repair Maint Equipment	5,382	4,357	7,000	3,957	7,000
1000-2500-5126	Donation Expense	5,637	1,058	-	(1,314)	-
1000-2500-5230	Information Tech Svs	133,700	137,000	140,500	140,500	144,000
1000-2500-5312	Cell Phones	5,450	5,100	5,000	5,250	7,000
1000-2500-5352	Employee Milage Reimb	-	-	-	-	2,000
1000-2500-5353	Employee Meeting /Confer	93	-	-	123	2,000
1000-2500-5354	Employee Training	850	239	4,000	610	5,000
1000-2500-5355	Employee Career Devel	-	-	5,000	960	5,000
1000-2500-5361	Postage And Shipping	326	17,260	20,000	2,138	20,000
1000-2500-5362	Printing	27,018	26,441	45,000	55,847	70,000
1000-2500-5370	Minor Equipment/Furniture	-	-	-	-	5,000
1000-2500-5371	Community Outreach	-	7,970	17,000	5,140	10,000
<b>Total</b>		<b>376,786</b>	<b>474,108</b>	<b>496,716</b>	<b>427,037</b>	<b>514,615</b>



**Department: Debt Service**
**Description and Responsibilities:**

The Debt Service cost center provides funds to make payments on the principal and interest of outstanding loans and the principal and interest on bonds.

Long Term Debt - Cranberry Township					
Name of Issue	Date of Issue	Amount of Issue	Term of Issue	Interest Rate	Purpose of Issue
General Obligation Bonds, Series 2015	9/1/2015	32,000,000	20 years	3%-5%	Expansion of BCSTP
General Obligation Bonds, Series 2017 A	10/31/2017	7,930,000	20 Years	2%-3%	Completion of BCSTP
General Obligation Bonds, Series 2017 B	10/31/2017	2,020,000	14 Years	2%-2.625%	Renovations to Fire Stations
Promissory Note (CTVFD Relief Assoc.)	4/28/2020	1,200,000	12 years	3.00%	Purchase of fire truck
Butler County Infrastructure Bank, Series A 2020	9/8/2020	7,227,000	8 Years	1.33%	MSA Thruway, Sewer Infrastructure Improvements
General Obligation Bonds, Series 2020	10/29/2020	24,725,000	11 Years	3.00%	Refinance Series 2011 and Series 2012
PIB Loan	12/1/2020	5,000,000	10 Years	2.50%	MSA Thruway

**Debt Service Expenses**

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-2600-5414	Go Series 2010	161,750	-	-	-	-
1000-2600-5427	Go Series 2011	6,750	-	-	-	-
1000-2600-5430	Paying Agent	1,693	3,140	1,500	647	3,200
Annual fees for 2015, 2017 and 2020 GO Bonds.						
1000-2600-5436	2020 Bond Account	1,498,354	1,364,040	1,502,386	1,458,019	1,180,449
<b>Total</b>		<b>1,668,547</b>	<b>1,367,180</b>	<b>1,503,886</b>	<b>1,458,665</b>	<b>1,183,649</b>

**Department: Insurance**
**Description and Responsibilities:**

This cost center includes the majority of insurance expenses related to protecting the Township's assets and business practices and operations. Also included are unemployment compensation fees, as well as Management/Investment services for the Non-uniformed Pension Plan and actuarial type services for the Police Pension Plan.

## Insurance Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-2800-4024</b>	Unemployment Comp	104,229	109,568	100,000	116,431	100,000
PSATS Unemployment Group Trust .0385 of first \$10,000 earned per employee.						
<b>1000-2800-4043</b>	Pension Adminstration	41,938	43,845	40,000	34,527	43,200
LeTort Non-Uniform Trustee Plan Services/Investment fees; Mockenhaupt Police Actuarial services.						
<b>1000-2800-5341</b>	Insurance Premiums	246,725	270,705	306,000	300,879	326,000
Includes: General Twp Package - Property, Liability, Auto, Inland Marine, Umbrella, Public Officials & Employment Practices.- Volunteer Insurance, Treasures Bond, Fiduciary, Pollution Liability - (Vol Fire, Golf, Sewer & Water, Law Enforcement Liability. covered elsewhere)						
<b>Total</b>		<b>392,892</b>	<b>424,118</b>	<b>446,000</b>	<b>451,837</b>	<b>469,200</b>

**Department: Planning & Development Services****Description and Responsibilities:**

The Department of Planning and Development Services serves the community by administering zoning, land development, and building regulations as well as providing long-range and current planning programs. These services are divided across three divisions including land development, codes, and planning.

<u>Staffing Levels</u>	2020	2021	2022	2023	2024
Full Time Staff	11	11	10	10	10
Part Time Staff	1	1	3	2	2

**Efficient & Effective Government:**

Establish an Operations Master Plan for all divisions within PDS. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs.

Complete comprehensive file management standards across all three PDS divisions and begin to transition to SharePoint system while migrating all property files to an electronic format.

Evaluate current staffing levels within the Codes Division and analyze current permit data to prepare recommendations for the fire prevention program.

Provide additional Open Gov training and determine if additional Integrated Software System (ISS) modules can be implemented to ensure that all aspects of the project management process have been streamlined in the current paperless environment.

**Quality Lifestyle:**

Continue to plan and implement the missing link program to ensure critical connections are made throughout the Township's sidewalk network. In addition, to the missing link program, staff will work with key stakeholders to identify opportunities that address multimodal connectivity throughout the Township.

Begin to implement high priority EAC initiatives that include updating the existing webpage, creating a backyard habitat certification program, developing an environmental leadership course, and building an invasive plant species reference index by the end of 2024.

**Prosperous Future:**

Continue to coordinate, submit, and manage Township grants while aligning 2024 grant applications with current funding and capital investment priorities.

## 2024 Annual Budget

### Land Development Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-3100-4010	Salaries-Fulltime	100,464	100,307	165,846	89,888	158,361
1000-3100-4012	Salaries-Part Time	-	-	14,980	-	14,408
1000-3100-4013	Salaries-Board/Comm	1,491	1,628	1,500	935	1,500
1000-3100-4015	Overtime	2,992	2,627	1,275	2,218	1,600
1000-3100-4021	Social Security Tax	6,256	6,228	11,290	5,542	10,811
1000-3100-4022	Medicare	1,463	1,457	2,640	1,296	2,528
1000-3100-4023	Workers Comp	407	221	561	290	483
1000-3100-4041	Pension Non Uniform	5,165	5,143	8,356	4,597	7,998
1000-3100-4051	Hospitalization	25,846	26,574	41,032	24,012	27,662
1000-3100-4052	Vision Insurance	169	168	268	164	218
1000-3100-4053	Dental Insurance	1,471	1,501	2,371	1,435	1,842
1000-3100-4054	457 Contributions	5,165	5,143	8,356	4,597	7,998
1000-3100-4055	Disablity Insurance	267	271	435	282	416
1000-3100-4057	Life Insurance	550	561	943	594	856
1000-3100-5001	Office Supplies	927	745	2,000	329	2,000
1000-3100-5002	Subscriptions/Books	756	130	700	140	700
1000-3100-5004	Materials And Supplies	119	499	500	420	500
1000-3100-5007	Safety Supplies	60	727	500	490	500
1000-3100-5111	Professional Services	9,801	12,320	15,000	6,096	10,000
1000-3100-5133	Legal Services	3,046	1,796	5,000	13,758	5,000
1000-3100-5134	Other Services/Fees	391	-	2,500	270	2,000
1000-3100-5230	Information Tech Svs	60,000	66,000	68,500	68,500	70,500
1000-3100-5353	Employee Meeting /Confer	1,916	2,638	3,500	2,979	3,000
1000-3100-5354	Employee Training	1,150	1,432	4,000	2,970	5,500
1000-3100-5357	Clothing	-	-	150	120	150
1000-3100-5361	Postage And Shipping	-	-	1,500	-	500
1000-3100-5362	Printing	-	-	1,000	-	-
1000-3100-5363	Advertising	3,811	5,412	5,000	1,419	5,000
1000-3100-5370	Minor Equipment/Furniture	37	400	1,000	-	1,500
1000-3100-5371	Community Outreach	375	-	-	-	-



2024 Annual Budget

Land Development Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
This account inactivated at end of 2021 and moved to 3300-5371.						
Total		234,096	243,927	370,703	233,340	343,531

## 2024 Annual Budget

### Code Enforcement Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-3200-4010	Salaries-Fulltime	283,615	289,178	310,063	225,789	355,562
1000-3200-4012	Salaries-Part Time	30,573	25,956	22,737	14,037	23,728
1000-3200-4015	Overtime	12,815	12,156	9,975	11,546	8,325
1000-3200-4021	Social Security Tax	19,440	19,441	21,252	14,799	24,032
1000-3200-4022	Medicare	4,546	4,547	4,970	3,461	5,620
1000-3200-4023	Workers Comp	1,063	746	1,880	972	1,958
1000-3200-4041	Pension Non Uniform	14,821	15,067	16,002	11,810	18,194
1000-3200-4051	Hospitalization	94,286	98,764	108,672	81,627	117,759
1000-3200-4052	Vision Insurance	659	632	643	576	742
1000-3200-4053	Dental Insurance	5,668	5,624	5,731	4,635	6,509
1000-3200-4054	457 Contributions	14,821	15,067	16,002	11,810	18,194
1000-3200-4055	Disability Insurance	643	660	832	569	946
1000-3200-4057	Life Insurance	1,327	1,370	1,805	1,205	1,947
1000-3200-5002	Subscriptions/Books	1,346	5,683	3,000	1,553	3,000
1000-3200-5004	Materials And Supplies	125	74	500	-	250
1000-3200-5111	Professional Services	3,207	3,624	3,000	3,734	3,000
1000-3200-5115	3Rd Party Building Plan Review	61,888	97,257	85,000	51,496	85,000
1000-3200-5133	Legal Services	700	-	500	-	500
1000-3200-5230	Information Tech Svs	60,000	66,000	68,500	68,500	70,500
1000-3200-5312	Cell Phones	5,760	4,200	5,000	3,175	5,000
1000-3200-5354	Employee Training	1,836	2,314	3,000	330	3,000
1000-3200-5356	Employee Dues/Members	145	660	500	263	500
1000-3200-5357	Clothing	297	209	600	134	600
1000-3200-5362	Printing	-	-	300	-	300
1000-3200-5363	Advertising	358	159	750	883	750
1000-3200-5364	Fuel	2,364	2,956	3,000	1,905	3,000
<b>Total</b>		<b>622,303</b>	<b>672,344</b>	<b>694,214</b>	<b>514,808</b>	<b>758,916</b>

## 2024 Annual Budget

### Planning Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-3300-4010	Salaries-Fulltime	155,941	148,332	162,072	155,453	119,564
1000-3300-4012	Salaries-Part Time	-	4,615	3,958	22,206	3,901
1000-3300-4013	Salaries-Board/Comm	434	368	-	256	-
1000-3300-4015	Overtime	204	174	150	138	175
1000-3300-4021	Social Security Tax	9,748	9,555	10,303	10,999	7,666
1000-3300-4022	Medicare	2,280	2,235	2,410	2,572	1,793
1000-3300-4023	Workers Comp	244	172	466	241	310
1000-3300-4041	Pension Non Uniform	7,740	7,397	8,111	7,779	5,987
1000-3300-4051	Hospitalization	9,094	9,224	12,164	6,905	9,055
1000-3300-4052	Vision Insurance	47	47	117	47	56
1000-3300-4053	Dental Insurance	406	418	922	418	484
1000-3300-4054	457 Contributions	7,740	7,397	8,111	7,779	5,987
1000-3300-4055	Disablity Insurance	315	283	422	361	311
1000-3300-4057	Life Insurance	650	584	915	760	641
1000-3300-5002	Subscriptions/Books	-	-	300	-	300
1000-3300-5111	Professional Services	22,453	7,509	25,000	1,335	100,000
Development of a comprehensive planning approach for all municipal systems and facilities. Strategic plans will be updated for high priority systems with the aid of outside consultants. Various planning projects and studies for 2024 as approved by Management.						
1000-3300-5312	Cell Phones	-	-	-	595	1,020
1000-3300-5354	Employee Training	50	-	7,500	2,964	7,500
1000-3300-5356	Employee Dues/Members	1,930	1,774	3,000	2,193	3,000
1000-3300-5371	Community Outreach	25	294	3,000	1,557	3,000
<b>Total</b>		<b>219,300</b>	<b>200,377</b>	<b>248,921</b>	<b>224,558</b>	<b>270,750</b>

## Department: Customer Service

### Description and Responsibilities:

The Customer Service Center (CSC) is responsible for acting as the primary interface between the public and various departments of the Township to answer questions, schedule services, and resolve issues. The CSC processes sewer, water, stormwater, and/or trash utility service applications to customers requesting new service, changing service or stopping service. The CSC also processes lien letter requests, deed transfer information, schedules service orders and/or work order requests, manage the trash, recycle, and yard cart requests and missed collection pickups, collects payment for multiple types of services, and assists with permit questions and scheduling inspections. The CSC also serves as the first point of contact for the Parks and Recreation Department handling program registrations for sports and fitness, early childhood, youth, preteen and teen, adult, aquatics, the Early Learning Center, Camp Cranberry, and special events, waterpark and pickleball membership sales, field and facility rentals, and various drop-in opportunities.

<u>Staffing Levels</u>	2020	2021	2022	2023	2024
Full Time Staff	5	4	6	6	7
Part Time Staff	1	0	3	5	3



### Efficient & Effective Government:

Establish an Operations Master Plan for Customer Service. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs.

Increase participation in the utility auto-pay process by 10% by year end 2024.

Coordinate with Parks & Recreation to define roles/processes within ActivNet.



### Quality Lifestyle:

Coordinate with IT and Finance to plan and implement an update to the resident access portal that will provide a modern site and login experience. Residents and businesses use this portal to access their utility billing information. This update will also provide customers with access to manage multiple utility accounts from a single login.

Assist in the transition for residents as the Utilities Department negotiates and implements a new contract for trash collection as the current contract expires in fall 2024.

Refine business processes for customer service activities in the newly renovated space of the Municipal Center that accommodate our customers best. Implement new hours of operation that include more evening and weekend coverage to respond to customer needs and expectations.



## 2024 Annual Budget

### Customer Service Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-3400-4010	Salaries-Fulltime	46,027	64,701	69,498	56,431	37,079
1000-3400-4012	Salaries-Part Time	529	6,836	13,347	5,500	3,053
1000-3400-4015	Overtime	22	155	100	93	200
1000-3400-4021	Social Security Tax	2,714	4,209	5,161	3,604	2,500
1000-3400-4022	Medicare	635	984	1,207	843	585
1000-3400-4023	Workers Comp	83	92	238	123	103
1000-3400-4041	Pension Non Uniform	2,303	3,243	3,495	2,817	1,864
1000-3400-4051	Hospitalization	10,472	17,582	23,787	15,661	12,218
1000-3400-4052	Vision Insurance	78	117	118	117	76
1000-3400-4053	Dental Insurance	630	1,011	1,126	1,021	672
1000-3400-4054	457 Contributions	2,303	3,243	3,495	2,817	1,864
1000-3400-4055	Disability Insurance	96	117	182	116	97
1000-3400-4057	Life Insurance	200	245	377	253	200
1000-3400-5001	Office Supplies	809	1,211	2,150	1,132	2,200
1000-3400-5002	Subscriptions/Books	-	-	200	-	200
1000-3400-5004	Materials And Supplies	235	35	300	450	300
1000-3400-5005	Cleaning Supplies	-	-	200	-	200
1000-3400-5007	Safety Supplies	242	250	250	260	250
1000-3400-5111	Professional Services	-	66	500	265	500
1000-3400-5121	Repair Maint Equipment	-	-	250	-	250
1000-3400-5230	Information Tech Svs	60,600	61,500	63,000	63,000	66,000
1000-3400-5312	Cell Phones	1,500	2,040	2,400	1,870	2,400
1000-3400-5351	Employee Recruiting	-	22	500	-	500
1000-3400-5354	Employee Training	631	2,380	6,000	1,400	6,000
1000-3400-5356	Employee Dues/Members	-	-	750	70	750
1000-3400-5370	Minor Equipment/Furniture	-	337	1,500	589	1,600
<b>Total</b>		<b>130,108</b>	<b>170,378</b>	<b>200,131</b>	<b>158,430</b>	<b>141,661</b>

## Department: Police

### Description and Responsibilities:

The Cranberry Township Police Department is a full-service Police Department organized into three divisions: Investigations, Operations and Support Services. The Department has 31 sworn officers as well as 3 full-time non-sworn personnel. The Cranberry Township Police Department strives to adhere to the highest standards to meet the needs of community members. The people of our community and members of the Police Department must be united in their commitment to addressing crime, violence and quality of life issues by engaging one another in problem solving partnerships. Recognizing that integrity is the foundation of our profession, we endeavor to preserve and protect the public trust placed in us by adhering to the highest standards of honesty and ethical practice. Our Mission is to maintain peace and order by providing high quality police services that are responsive to the needs of the community. We protect life and property by apprehending those who commit criminal acts, by developing partnerships to prevent, reduce, or eliminate neighborhood problems and by providing police services that are fair, professional and respectful of the dignity of all individuals.

Staffing Levels	2020	2021	2022	2023	2024
Full Time Staff	35	37	38	37	38
Part Time Staff	0	1	1	1	1



### Efficient & Effective Government:

Establish an Operations Master Plan for the Police Department. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs.



### Safe & Healthy Community:

Establish a police Unmanned Aerial Vehicle (UAV) program which will be managed by the current FAA certified UAV pilots.

Provide emergency management training opportunities to township staff and the public that will incorporate tabletop exercises.

Establish a co-responder program to assist officers when dealing with mental health consumers with the addition of a social service coordinator.

Continue efforts to have all sworn officers certified in Crisis Intervention Training (CIT).

Continue work to attain PLEAC accreditation which was developed by the PA Chiefs Association.

Host law enforcement trainings to train CTPD employees as well as neighboring local, state and federal partners.

Continue to research and evaluate technology advances to assist officers in the field such as License Plate Readers (LPR) and drones.

Research and apply for grant opportunities to assist with costs associated with staffing and/or equipment.

Continue to seek methods to maximize our community outreach program.

## 2024 Annual Budget

### Police Department Support Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-4111-4010	Salaries-Fulltime	160,593	161,853	181,293	139,489	264,396
1000-4111-4011	Salaries-Uniform	490,980	334,847	339,167	300,761	350,094
1000-4111-4012	Salaries-Part Time	8,796	9,048	8,665	3,696	8,751
1000-4111-4015	Overtime	1,033	1,438	2,000	2,005	1,500
1000-4111-4016	Overtime Uniform	30,472	18,733	13,250	23,775	15,600
1000-4111-4021	Social Security Tax	43,617	36,865	35,177	29,102	41,170
1000-4111-4022	Medicare	10,201	8,622	8,227	6,806	9,628
1000-4111-4023	Workers Comp	10,619	7,989	19,920	10,300	17,485
1000-4111-4032	Longevity	17,373	9,428	13,889	8,848	14,342
1000-4111-4033	Court And Hearing Pay	227	230	1,150	-	1,150
1000-4111-4034	Holiday Pay	9,881	8,048	7,962	7,380	8,200
1000-4111-4041	Pension Non Uniform	8,081	8,165	9,165	7,057	13,295
1000-4111-4042	Pension Uniform	696,414	681,558	700,720	700,270	590,464
1000-4111-4051	Hospitalization	82,102	84,413	119,722	79,117	144,583
1000-4111-4052	Vision Insurance	525	525	796	504	898
1000-4111-4053	Dental Insurance	4,559	4,723	6,060	4,294	7,620
1000-4111-4054	457 Contributions	8,081	8,165	9,165	7,057	13,295
1000-4111-4055	Disability Insurance	864	883	1,453	893	1,704
1000-4111-4057	Life Insurance	1,221	1,239	1,772	1,247	2,161
1000-4111-5001	Office Supplies	3,014	3,394	3,800	2,045	3,800
1000-4111-5004	Materials And Supplies	7,666	5,657	14,000	5,533	14,000
1000-4111-5007	Safety Supplies	89	22	3,000	828	3,000
1000-4111-5111	Professional Services	33,366	55,142	28,000	47,573	30,000
1000-4111-5116	Fitness Center	5,622	90	4,000	112	4,000
1000-4111-5121	Repair Maint Equipment	1,616	1,032	3,000	585	3,000
1000-4111-5133	Legal Services	8,416	19,980	23,000	11,055	23,000
1000-4111-5134	Other Services/Fees	25	-	2,000	-	2,000
1000-4111-5230	Information Tech Svs	275,000	304,840	315,000	315,000	327,000
1000-4111-5312	Cell Phones	12,212	13,700	13,000	10,544	13,000
1000-4111-5341	Insurance Premiums	36,440	38,366	38,500	39,549	41,500

## 2024 Annual Budget

## Police Department Support Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-4111-5353</b>	Employee Meeting /Confer	933	1,176	1,500	1,521	2,000
<b>1000-4111-5354</b>	Employee Training	1,628	1,916	3,000	1,150	3,000
<b>1000-4111-5356</b>	Employee Dues/Members	1,529	1,224	1,300	2,241	2,300
<b>1000-4111-5357</b>	Clothing	11,030	6,850	3,900	1,345	5,000
<b>1000-4111-5362</b>	Printing	-	-	250	555	500
<b>1000-4111-5370</b>	Minor Equipment/Furniture	622	9,990	15,000	4,093	13,000
<b>1000-4111-5371</b>	Community Outreach	870	2,666	5,000	3,876	5,000
<b>Total</b>		<b>1,985,716</b>	<b>1,852,815</b>	<b>1,956,803</b>	<b>1,780,207</b>	<b>2,001,436</b>

## 2024 Annual Budget

### Police Patrol Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-4112-4011	Salaries-Uniform	2,495,203	2,591,433	2,792,442	2,219,318	2,657,831
1000-4112-4016	Overtime Uniform	113,597	93,869	147,150	108,292	136,250
1000-4112-4021	Social Security Tax	168,933	167,576	196,540	148,083	186,829
1000-4112-4022	Medicare	39,509	39,191	45,965	34,633	43,394
1000-4112-4023	Workers Comp	85,164	65,269	163,265	84,671	129,379
1000-4112-4032	Longevity	39,821	53,623	53,073	55,795	52,764
1000-4112-4033	Court And Hearing Pay	19,008	29,355	31,050	24,750	28,750
1000-4112-4034	Holiday Pay	84,313	62,843	146,290	52,921	137,771
1000-4112-4051	Hospitalization	464,119	506,199	540,488	475,132	545,330
1000-4112-4052	Vision Insurance	2,734	2,852	3,334	2,757	3,352
1000-4112-4053	Dental Insurance	22,353	24,300	27,980	23,377	29,742
1000-4112-4055	Disablity Insurance	5,609	5,803	8,242	5,951	7,835
1000-4112-4057	Life Insurance	6,148	6,146	6,642	6,206	6,150
1000-4112-5353	Employee Meeting /Confer	368	-	800	-	800
1000-4112-5354	Employee Training	4,614	6,491	8,000	5,189	8,500
1000-4112-5355	Employee Career Devel	1,667	1,005	5,000	-	10,000
1000-4112-5356	Employee Dues/Members	300	365	250	205	250
1000-4112-5357	Clothing	53,883	21,848	-	12,058	37,900
1000-4112-6010	Equip Less Than 5,000	-	-	-	-	26,000
<b>Total</b>		<b>3,607,344</b>	<b>3,678,167</b>	<b>4,176,511</b>	<b>3,259,338</b>	<b>4,048,827</b>

## 2024 Annual Budget

### Police Traffic Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-4113-4011	Salaries-Uniform	105,917	101,665	106,557	90,590	110,759
1000-4113-4016	Overtime Uniform	3,820	3,983	5,450	6,729	5,450
1000-4113-4021	Social Security Tax	7,171	7,110	7,474	6,290	7,766
1000-4113-4022	Medicare	1,677	1,663	1,748	1,471	1,816
1000-4113-4023	Workers Comp	3,320	2,496	6,209	3,210	5,378
1000-4113-4032	Longevity	1,333	1,606	1,733	1,919	2,076
1000-4113-4033	Court And Hearing Pay	-	218	1,150	224	1,150
1000-4113-4034	Holiday Pay	922	2,351	5,659	1,943	5,828
1000-4113-4051	Hospitalization	1,500	3,000	3,000	1,415	3,000
1000-4113-4052	Vision Insurance	266	266	134	266	140
1000-4113-4053	Dental Insurance	2,318	2,387	1,194	2,387	1,254
1000-4113-4055	Disablity Insurance	220	225	313	236	326
1000-4113-4057	Life Insurance	236	236	246	245	246
1000-4113-5354	Employee Training	875	400	500	475	500
1000-4113-5356	Employee Dues/Members	170	135	250	35	250
1000-4113-5357	Clothing	4,750	1,800	900	-	900
<b>Total</b>		<b>134,495</b>	<b>129,542</b>	<b>142,517</b>	<b>117,438</b>	<b>146,839</b>

## 2024 Annual Budget

### Police Investigations Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-4114-4011	Salaries-Uniform	206,296	205,142	213,628	245,584	443,576
1000-4114-4016	Overtime Uniform	33,792	16,434	10,900	56,836	24,150
1000-4114-4021	Social Security Tax	15,594	14,057	15,180	19,374	31,435
1000-4114-4022	Medicare	3,647	3,287	3,550	4,531	7,352
1000-4114-4023	Workers Comp	6,744	5,070	12,609	6,520	21,769
1000-4114-4032	Longevity	5,503	6,132	6,375	6,835	11,056
1000-4114-4033	Court And Hearing Pay	4,227	3,278	2,300	5,702	4,600
1000-4114-4034	Holiday Pay	7,189	2,978	11,630	6,917	23,635
1000-4114-4051	Hospitalization	47,916	46,019	49,060	46,684	77,268
1000-4114-4052	Vision Insurance	595	595	268	630	560
1000-4114-4053	Dental Insurance	5,236	5,202	2,388	5,649	3,762
1000-4114-4055	Disablity Insurance	452	462	637	485	1,318
1000-4114-4057	Life Insurance	473	473	492	491	984
1000-4114-5312	Cell Phones	2,400	2,040	2,400	3,230	2,400
1000-4114-5353	Employee Meeting /Confer	-	-	100	-	100
1000-4114-5354	Employee Training	247	175	1,500	789	1,500
1000-4114-5356	Employee Dues/Members	79	79	200	79	200
1000-4114-5357	Clothing	4,270	1,800	6,000	4,240	3,600
<b>Total</b>		<b>344,660</b>	<b>313,224</b>	<b>339,217</b>	<b>414,575</b>	<b>659,265</b>

## 2024 Annual Budget

### Police Fleet Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-4115-5122</b>	Repair Maint Vehicles	35,729	33,554	37,000	25,900	37,000
<b>1000-4115-5364</b>	Fuel	66,527	78,225	89,000	45,721	89,000
<b>1000-4115-6122</b>	Fleet Replacement	149,993	64,970	147,500	55,490	121,000
Funding used to replace 2 police vehicles. Fleet replacement is determined by a point system utilized by Public Works.						
<b>Total</b>		<b>252,249</b>	<b>176,749</b>	<b>273,500</b>	<b>127,111</b>	<b>247,000</b>



## 2024 Annual Budget

### Community Service Officers Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-4117-4012</b>	Salaries-Part Time	-	-	10,000	-	10,000
<b>1000-4117-4021</b>	Social Security Tax	-	-	620	-	620
<b>1000-4117-4022</b>	Medicare	-	-	145	-	145
<b>1000-4117-4023</b>	Workers Comp	159	117	285	147	285
<b>1000-4117-5004</b>	Materials And Supplies	-	-	1,000	-	1,000
<b>1000-4117-5357</b>	Clothing	-	-	600	-	600
<b>Total</b>		<b>159</b>	<b>117</b>	<b>12,650</b>	<b>147</b>	<b>12,650</b>



2024 Annual Budget

Animal Service Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-4120-5111	Professional Services	12,000	12,000	12,000	10,000	12,000
Total		12,000	12,000	12,000	10,000	12,000



2024 Annual Budget

Firing Range Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-4140-5004	Materials And Supplies	12,236	13,212	14,000	9,134	15,000
Total		12,236	13,212	14,000	9,134	15,000

## Department: Fire & Emergency Services

### Description and Responsibilities:

The Department of Fire and Emergency Services is responsible for the coordination of fire protection and emergency management planning and preparedness, in addition to serving as liaison to Cranberry EMS. The department primarily provides support services to the volunteer fire department, and emergency management agency, and acts as a liaison to the emergency medical services. This Department consists of four employees. The positions support by this cost center are the Fire Chief and a portion of the Administrative Assistant/Recruiter. The remaining staff is supported by the Fire fund.

Staffing Levels	2020	2021	2022	2023	2024
Full Time Staff	2	2	2	3	4
Part Time Staff	0	0	0	0	0



### Efficient & Effective Government:

Establish an Operations Master Plan for Fire & Emergency Services. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs.

Continue to provide fire service protection that meets or exceeds National Fire Protection Standards.

Complete and place the order for the replacement of Rescue 21 in recognition of extended wait times for apparatus delivery.



### Safe & Healthy Community:

Continue our partnership with the Cranberry Township Volunteer Fire Company and the Cranberry Township Emergency Medical Services.

Seek additional grant funding opportunities to assist in limiting costs on initiatives or projects.

Organize and implement an annual Citizen Fire Academy to increase community awareness.

Continue to seek and implement innovative ways to provide 24 hour staffing at the firehouse.



### Prosperous Future:

Establish bi-monthly strategy meetings with EMS Leadership to explore alternative funding models.

Cultivate relationships with state, county, regional, and local public safety and training agencies to assist our department with collaboratively meeting the goals of the Township as well as its citizens/stakeholders for alternative funding model.

## 2024 Annual Budget

### Fire & Emergency Services Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-4230-4010	Salaries-Fulltime	103,800	8,824	198,288	95,932	139,920
1000-4230-4012	Salaries-Part Time	9,600	17,760	12,000	12,247	-
1000-4230-4015	Overtime	-	-	1,000	-	500
1000-4230-4021	Social Security Tax	6,930	1,640	13,130	6,524	8,706
1000-4230-4022	Medicare	1,621	384	3,071	1,526	2,036
1000-4230-4023	Workers Comp	53,308	55,487	55,000	72,013	9,729
1000-4230-4041	Pension Non Uniform	5,190	441	5,909	4,797	7,021
1000-4230-4051	Hospitalization	22,083	1,792	32,412	4,228	37,134
1000-4230-4052	Vision Insurance	133	22	197	33	210
1000-4230-4053	Dental Insurance	1,176	1,194	1,622	1,194	1,881
1000-4230-4054	457 Contributions	5,190	441	5,909	909	7,021
1000-4230-4055	Disability Insurance	239	20	519	-	365
1000-4230-4057	Life Insurance	492	42	1,127	-	752
1000-4230-5001	Office Supplies	102	27	1,000	118	1,000
1000-4230-5004	Materials And Supplies	22,808	13,450	35,000	16,906	35,000
1000-4230-5111	Professional Services	131	154	3,500	566	1,500
1000-4230-5220	General Services Intragov	215,128	288,076	280,000	296,908	280,000
1000-4230-5230	Information Tech Svs	35,000	40,000	41,000	41,000	42,500
1000-4230-5312	Cell Phones	1,200	85	3,000	170	4,500
1000-4230-5332	Equipment Leases	659	659	650	551	650
1000-4230-5341	Insurance Premiums	-	-	-	-	49,000
1000-4230-5354	Employee Training	6,350	1,879	10,000	4,270	15,000
1000-4230-5364	Fuel	16,259	28,794	22,500	14,217	20,000
1000-4230-5370	Minor Equipment/Furniture	5	-	5,000	-	2,500
<b>Total</b>		<b>507,401</b>	<b>461,171</b>	<b>731,834</b>	<b>574,107</b>	<b>666,925</b>

## Department: Public Works

### Description and Responsibilities:

The Department of Public Works Department provides oversight and asset management related operations including installation and maintenance of public infrastructure including roads, storm water, traffic signals, facilities, fleet, grounds, and snow removal services. These services are managed in four divisions Street and Fleet, Grounds, Facilities and Traffic. These divisions are divided into eight cost centers including administration.

<u>Staffing Levels</u>	2020	2021	2022	2023	2024
Full Time Staff	26	26	27	28	31
Part Time Staff	21	18	21	21	22



### Efficient & Effective Government:

Establish an Operations Master Plan for Public Works. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs.

Expand the utilization of pavement sensor technology to manage winter operations which have been shown to reduce cost in material, fuel, and labor.

Develop a plan to transition all Township facilities to control systems for HVAC, lighting, and door access remotely.

Complete and implement a comprehensive evaluation of the Township cleaning services in 2024.



### Infrastructure Integrity:

Institute an annual storm sewer inspection and maintenance plan.

Pursue grant funding to offset traffic operations and supplies.

Develop a program for guide rail replacement that includes the replacement of damaged guide rails and the replacement of cable guide rails.

Develop a plan for management of street trees.

Coordinate efforts of Public Works with PennDOT and private owners to enhance and beautify all rights of way within Cranberry Township. This includes mowing, litter clean up, weed control, tree maintenance and sweeping of islands and roadway rights of way.

## 2024 Annual Budget

### Snow Removal Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-5110-4010	Salaries-Fulltime	35,648	44,979	40,000	19,274	45,000
1000-5110-4015	Overtime	82,131	89,495	70,000	20,168	90,000
1000-5110-4021	Social Security Tax	7,077	8,061	7,000	2,355	7,750
1000-5110-4022	Medicare	1,655	1,885	1,650	551	1,813
1000-5110-4041	Pension Non Uniform	5,889	6,724	6,000	1,954	6,250
1000-5110-4054	457 Contributions	5,889	6,701	6,000	1,906	6,250
1000-5110-5004	Materials And Supplies	15,718	32,997	33,784	5,762	25,000
1000-5110-5111	Professional Services	5,775	60,434	29,484	15,105	30,000
1000-5110-5121	Repair Maint Equipment	28,954	25,788	24,600	14,040	27,500
1000-5110-5323	Water	291	432	-	282	-
1000-5110-5354	Employee Training	2,360	-	2,500	-	3,000
1000-5110-5365	Salt And Anti Skids	310,169	383,252	450,000	77,410	420,000
1000-5110-6121	Equipment	-	30,611	21,000	-	20,000
<b>Total</b>		<b>501,555</b>	<b>691,358</b>	<b>692,018</b>	<b>158,807</b>	<b>682,563</b>

## 2024 Annual Budget

### Traffic Signals & Communic Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-5120-4010	Salaries-Fulltime	233,773	266,301	283,295	255,322	316,814
1000-5120-4012	Salaries-Part Time	2,082	-	10,500	-	5,000
1000-5120-4015	Overtime	10,968	2,648	12,500	3,453	12,500
1000-5120-4021	Social Security Tax	14,834	16,185	17,838	15,659	20,386
1000-5120-4022	Medicare	3,469	3,785	4,172	3,662	4,768
1000-5120-4023	Workers Comp	6,826	5,424	13,942	7,209	14,211
1000-5120-4041	Pension Non Uniform	12,201	13,424	14,386	12,939	16,441
1000-5120-4051	Hospitalization	69,556	65,940	73,808	69,225	93,348
1000-5120-4052	Vision Insurance	314	303	334	321	322
1000-5120-4053	Dental Insurance	2,626	2,931	2,951	3,129	2,884
1000-5120-4054	457 Contributions	12,201	13,343	14,386	12,504	16,441
1000-5120-4055	Disability Insurance	633	632	748	720	854
1000-5120-4057	Life Insurance	973	990	1,623	1,139	1,760
1000-5120-5001	Office Supplies	521	428	1,200	306	500
1000-5120-5004	Materials And Supplies	47,764	65,925	80,000	71,013	80,000
1000-5120-5007	Safety Supplies	925	1,843	2,500	539	3,000
1000-5120-5111	Professional Services	3,189	6,258	20,000	20,871	35,000
1000-5120-5121	Repair Maint Equipment	3,589	3,799	6,000	1,562	7,500
1000-5120-5122	Repair Maint Vehicles	1,545	2,071	1,500	91	2,000
1000-5120-5123	Repair Maint Facility Maint	224	-	700	-	1,500
1000-5120-5124	Maintenance Contracts	-	-	10,000	-	4,000
1000-5120-5312	Cell Phones	2,400	2,400	2,500	2,200	2,500
1000-5120-5321	Electricity	39,318	57,534	45,000	63,277	70,000
1000-5120-5354	Employee Training	2,205	3,156	4,000	79	4,500
1000-5120-5356	Employee Dues/Members	2,419	319	750	692	1,000
1000-5120-5357	Clothing	-	847	900	400	1,200
1000-5120-5361	Postage And Shipping	33	-	250	255	350
1000-5120-5364	Fuel	4,590	6,281	5,000	3,906	5,000
1000-5120-5367	Signs	6,506	21,818	40,000	25,835	55,000
1000-5120-5370	Minor Equipment/Furniture	-	-	500	-	500





2024 Annual Budget

Traffic Signals & Communic Expenses

	Total	485,683	564,585	671,283	576,308	779,279
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## 2024 Annual Budget

### Storm Water Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-5131-4010	Salaries-Fulltime	325,426	310,862	288,594	255,433	294,132
1000-5131-4012	Salaries-Part Time	-	-	13,793	-	-
1000-5131-4015	Overtime	355	345	2,000	2,214	6,000
1000-5131-4021	Social Security Tax	19,510	18,536	19,195	15,476	18,949
1000-5131-4022	Medicare	4,563	4,335	4,489	3,620	4,432
1000-5131-4023	Workers Comp	8,181	6,267	15,085	7,800	12,703
1000-5131-4041	Pension Non Uniform	16,285	15,557	14,790	12,884	15,282
1000-5131-4051	Hospitalization	57,067	56,654	57,939	50,308	51,290
1000-5131-4052	Vision Insurance	425	383	368	428	349
1000-5131-4053	Dental Insurance	3,591	3,304	3,039	3,421	2,610
1000-5131-4054	457 Contributions	16,285	15,084	14,790	10,880	15,282
1000-5131-4055	Disablity Insurance	660	646	770	691	795
1000-5131-4057	Life Insurance	766	751	1,668	819	1,636
1000-5131-5004	Materials And Supplies	934	1,777	4,610	84	3,000
1000-5131-5007	Safety Supplies	-	-	4,000	720	4,000
1000-5131-5111	Professional Services	31,174	69,595	94,000	10,334	50,000
1000-5131-5121	Repair Maint Equipment	3,095	4,878	1,500	2,991	5,000
1000-5131-5312	Cell Phones	720	720	740	660	740
1000-5131-5332	Equipment Leases	-	5,253	1,000	522	1,000
1000-5131-5354	Employee Training	-	375	1,000	-	1,000
1000-5131-5357	Clothing	-	-	-	-	1,200
1000-5131-5366	Road Maintenance Supplies	61,289	87,519	60,000	32,048	60,000
1000-5131-5370	Minor Equipment/Furniture	2,015	-	4,500	1,095	4,500
<b>Total</b>		<b>552,342</b>	<b>602,842</b>	<b>607,870</b>	<b>412,429</b>	<b>553,900</b>

## 2024 Annual Budget

### Road Maintenance Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-5132-4010	Salaries-Fulltime	325,537	302,512	351,568	308,250	444,506
1000-5132-4012	Salaries-Part Time	786	-	13,793	-	13,000
1000-5132-4015	Overtime	8,439	6,043	8,200	8,078	12,000
1000-5132-4021	Social Security Tax	20,414	18,660	23,161	19,195	28,434
1000-5132-4022	Medicare	4,774	4,364	5,417	4,489	6,650
1000-5132-4023	Workers Comp	9,639	7,577	18,184	9,402	17,795
1000-5132-4041	Pension Non Uniform	16,699	15,428	17,988	15,814	21,037
1000-5132-4051	Hospitalization	49,702	61,398	65,791	51,087	94,348
1000-5132-4052	Vision Insurance	423	418	431	516	638
1000-5132-4053	Dental Insurance	3,335	3,103	3,467	3,564	5,247
1000-5132-4054	457 Contributions	16,699	15,022	17,988	12,624	22,930
1000-5132-4055	Disability Insurance	833	818	935	888	1,192
1000-5132-4057	Life Insurance	989	978	2,029	1,078	2,454
1000-5132-5001	Office Supplies	-	382	1,000	35	750
1000-5132-5004	Materials And Supplies	4,224	7,986	10,000	6,782	10,000
1000-5132-5007	Safety Supplies	50	2,476	1,200	2,052	2,000
1000-5132-5111	Professional Services	44,883	40,709	62,470	68,938	70,000
1000-5132-5121	Repair Maint Equipment	24,311	13,817	19,214	19,085	20,000
1000-5132-5312	Cell Phones	2,400	2,400	2,500	2,200	2,500
1000-5132-5332	Equipment Leases	-	4,830	15,836	17,928	15,000
1000-5132-5354	Employee Training	-	-	6,500	1,635	7,000
1000-5132-5357	Clothing	-	-	-	-	1,200
1000-5132-5366	Road Maintenance Supplies	41,234	51,367	140,000	131,977	145,000
1000-5132-5367	Signs	-	-	-	(5,350)	-
1000-5132-5370	Minor Equipment/Furniture	3,125	-	3,000	1,874	3,000
1000-5132-6117	Paving	488,900	464,207	500,000	633,211	600,000
<b>Total</b>		<b>1,067,398</b>	<b>1,024,494</b>	<b>1,290,671</b>	<b>1,315,352</b>	<b>1,546,681</b>

## 2024 Annual Budget

### Facility Maintenance Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-5140-4010	Salaries-Fulltime	242,638	288,375	266,919	281,491	193,714
1000-5140-4012	Salaries-Part Time	393	-	18,390	-	-
1000-5140-4015	Overtime	3,600	5,127	6,000	7,661	12,000
1000-5140-4021	Social Security Tax	14,742	17,670	18,061	17,446	12,568
1000-5140-4022	Medicare	3,447	4,132	4,223	4,080	2,939
1000-5140-4023	Workers Comp	7,526	5,742	14,226	7,356	8,761
1000-5140-4041	Pension Non Uniform	12,305	14,668	13,646	14,445	10,135
1000-5140-4051	Hospitalization	56,430	69,830	65,740	50,832	44,360
1000-5140-4052	Vision Insurance	358	423	380	382	271
1000-5140-4053	Dental Insurance	2,692	3,450	3,318	3,472	2,357
1000-5140-4054	457 Contributions	12,305	13,843	13,646	13,832	10,135
1000-5140-4055	Disability Insurance	571	639	710	656	527
1000-5140-4057	Life Insurance	687	761	1,540	820	1,085
1000-5140-5001	Office Supplies	148	-	100	154	100
1000-5140-5004	Materials And Supplies	29,065	44,184	50,000	40,104	70,000
1000-5140-5005	Cleaning Supplies	16,344	16,766	22,000	17,437	20,000
1000-5140-5007	Safety Supplies	-	-	250	736	1,000
1000-5140-5111	Professional Services	36,620	36,450	40,000	34,148	25,000
1000-5140-5123	Repair Maint Facility Maint	4,831	1,778	15,000	8,475	15,000
1000-5140-5124	Maintenance Contracts	350	-	18,000	-	30,000
1000-5140-5132	Janitorial Services	103,232	87,948	115,000	82,427	115,000
1000-5140-5312	Cell Phones	3,120	3,120	4,500	2,625	4,500
1000-5140-5321	Electricity	93,424	100,955	110,000	92,701	115,000
1000-5140-5322	Natural Gas	35,091	31,769	44,000	26,820	45,000
1000-5140-5323	Water	5,121	5,864	5,800	5,177	5,900
1000-5140-5324	Sewer	5,023	6,032	4,800	5,779	5,200
1000-5140-5325	Trash	-	-	1,000	-	-
1000-5140-5326	Storm Water Fee	4,418	6,408	4,000	5,364	5,000
1000-5140-5332	Equipment Leases	-	-	400	-	400
1000-5140-5352	Employee Milage Reimb	-	-	100	-	-

## 2024 Annual Budget

### Facility Maintenance Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-5140-5354</b>	Employee Training	-	1,022	3,500	1,782	4,000
<b>1000-5140-5357</b>	Clothing	-	674	1,200	515	1,200
<b>1000-5140-5364</b>	Fuel	1,857	4,207	2,850	1,402	2,500
<b>1000-5140-5370</b>	Minor Equipment/Furniture	261	19,926	1,200	-	1,200
<b>Total</b>		<b>696,600</b>	<b>791,761</b>	<b>870,499</b>	<b>728,115</b>	<b>764,852</b>

## 2024 Annual Budget

### Fleet Maintenance Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-5150-4010	Salaries-Fulltime	120,267	132,862	109,233	121,141	130,524
1000-5150-4012	Salaries-Part Time	786	-	10,000	-	10,000
1000-5150-4015	Overtime	1,748	5,088	4,850	2,331	5,000
1000-5150-4021	Social Security Tax	7,541	8,463	7,216	7,580	8,408
1000-5150-4022	Medicare	1,764	1,979	1,688	1,773	1,967
1000-5150-4023	Workers Comp	3,096	2,220	5,653	2,923	5,862
1000-5150-4041	Pension Non Uniform	6,029	6,826	5,704	6,101	6,781
1000-5150-4051	Hospitalization	33,375	34,524	32,257	33,653	40,165
1000-5150-4052	Vision Insurance	224	213	201	235	238
1000-5150-4053	Dental Insurance	1,777	1,910	1,791	2,109	2,132
1000-5150-4054	457 Contributions	5,210	6,826	5,704	6,102	6,781
1000-5150-4055	Disability Insurance	241	258	297	272	353
1000-5150-4057	Life Insurance	249	267	643	287	726
1000-5150-5001	Office Supplies	-	231	-	-	1,000
1000-5150-5004	Materials And Supplies	7,373	9,036	10,000	8,167	10,000
1000-5150-5007	Safety Supplies	132	1,067	10,000	1,045	10,000
1000-5150-5111	Professional Services	20,834	14,020	26,802	5,216	20,000
1000-5150-5121	Repair Maint Equipment	-	(233)	-	403	-
1000-5150-5122	Repair Maint Vehicles	47,150	69,136	50,000	50,952	51,500
1000-5150-5312	Cell Phones	720	720	720	660	720
1000-5150-5354	Employee Training	79	120	1,055	265	750
1000-5150-5356	Employee Dues/Members	-	-	350	-	350
1000-5150-5357	Clothing	-	-	-	-	900
1000-5150-5370	Minor Equipment/Furniture	3,607	5,412	19,500	15,187	20,000
<b>Total</b>		<b>262,201</b>	<b>300,945</b>	<b>303,664</b>	<b>266,402</b>	<b>334,157</b>

## 2024 Annual Budget

### Grounds Maintenance Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-5160-4010	Salaries-Fulltime	306,029	300,093	318,891	271,801	429,964
1000-5160-4012	Salaries-Part Time	162,191	183,982	226,674	238,385	239,880
1000-5160-4015	Overtime	12,988	15,054	17,476	14,136	18,000
1000-5160-4021	Social Security Tax	29,057	30,290	31,452	31,855	43,018
1000-5160-4022	Medicare	6,796	7,084	7,356	7,450	10,060
1000-5160-4023	Workers Comp	13,762	10,320	25,673	13,274	29,988
1000-5160-4041	Pension Non Uniform	15,780	15,532	16,285	14,070	22,698
1000-5160-4051	Hospitalization	45,130	48,739	53,539	34,139	78,497
1000-5160-4052	Vision Insurance	310	310	312	237	501
1000-5160-4053	Dental Insurance	2,608	2,687	2,688	2,508	4,373
1000-5160-4054	457 Contributions	15,780	15,532	16,285	14,073	22,698
1000-5160-4055	Disability Insurance	690	693	847	624	1,180
1000-5160-4057	Life Insurance	859	851	1,837	803	2,430
1000-5160-5004	Materials And Supplies	62,900	55,303	54,200	64,367	56,000
1000-5160-5005	Cleaning Supplies	12,942	5,719	7,000	11,084	7,500
1000-5160-5006	Agricultural Supplies	125,017	121,627	140,000	144,923	140,000
1000-5160-5007	Safety Supplies	415	350	1,000	868	1,500
1000-5160-5111	Professional Services	47,895	113,050	75,000	90,812	85,000
1000-5160-5121	Repair Maint Equipment	38,944	38,988	25,000	26,314	27,500
1000-5160-5123	Repair Maint Facility Maint	16,637	11,837	15,000	15,636	15,000
1000-5160-5312	Cell Phones	2,400	2,400	2,400	2,200	2,400
1000-5160-5321	Electricity	75,167	76,934	71,960	85,942	77,000
1000-5160-5323	Water	6,462	7,674	6,990	11,348	7,000
1000-5160-5324	Sewer	8,016	7,080	6,168	8,044	6,000
1000-5160-5326	Storm Water Fee	9,819	15,264	12,500	13,192	12,500
1000-5160-5332	Equipment Leases	651	726	6,000	3,034	5,000
1000-5160-5354	Employee Training	560	605	4,800	976	1,500
1000-5160-5357	Clothing	3,447	2,488	3,200	5,318	3,600
1000-5160-5370	Minor Equipment/Furniture	21,698	7,116	30,000	32,210	35,000
<b>Total</b>		<b>1,044,945</b>	<b>1,098,327</b>	<b>1,180,533</b>	<b>1,159,624</b>	<b>1,385,787</b>

## 2024 Annual Budget

### Pw Administration Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-5170-4010	Salaries-Fulltime	119,169	145,685	154,190	136,965	207,692
1000-5170-4012	Salaries-Part Time	-	11,763	10,000	10,616	-
1000-5170-4015	Overtime	2,340	567	-	644	2,000
1000-5170-4021	Social Security Tax	7,421	9,460	10,180	8,847	27,873
1000-5170-4022	Medicare	1,736	2,212	2,381	2,069	6,519
1000-5170-4023	Workers Comp	3,376	1,908	5,709	2,949	15,008
1000-5170-4041	Pension Non Uniform	6,075	7,264	7,710	6,875	10,485
1000-5170-4051	Hospitalization	26,932	32,949	38,879	49,749	54,686
1000-5170-4052	Vision Insurance	176	249	264	400	490
1000-5170-4053	Dental Insurance	1,434	2,041	2,219	3,387	4,389
1000-5170-4054	457 Contributions	6,075	7,264	7,710	6,875	10,485
1000-5170-4055	Disability Insurance	295	303	401	438	545
1000-5170-4057	Life Insurance	611	628	870	927	1,122
1000-5170-5001	Office Supplies	1,167	765	2,500	555	2,000
1000-5170-5004	Materials And Supplies	4,034	6,304	12,000	4,415	8,000
1000-5170-5005	Cleaning Supplies	749	1,273	2,500	967	1,200
1000-5170-5007	Safety Supplies	3,172	-	5,000	-	2,500
1000-5170-5111	Professional Services	11,842	16,025	35,000	16,481	20,000
1000-5170-5122	Repair Maint Vehicles	7	-	-	-	-
1000-5170-5123	Repair Maint Facility Maint	6,146	6,863	8,000	8,900	8,000
1000-5170-5124	Maintenance Contracts	-	-	4,000	-	15,000
1000-5170-5132	Janitorial Services	4,675	5,100	7,000	4,675	7,000
1000-5170-5133	Legal Services	-	150	3,000	-	2,000
1000-5170-5230	Information Tech Svs	160,000	164,000	169,000	169,000	174,000
1000-5170-5312	Cell Phones	2,400	255	3,500	935	1,200
1000-5170-5321	Electricity	20,039	20,834	25,000	15,882	24,000
1000-5170-5322	Natural Gas	13,128	16,964	17,000	11,252	20,000
1000-5170-5323	Water	1,696	1,625	2,000	1,592	2,000
1000-5170-5324	Sewer	1,468	2,019	2,000	1,497	2,000
1000-5170-5326	Storm Water Fee	5,718	6,372	6,000	6,368	6,200



## 2024 Annual Budget

### Pw Administration Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-5170-5353</b>	Employee Meeting /Confer	1,321	904	5,000	3,492	5,000
<b>1000-5170-5354</b>	Employee Training	4,306	15,297	6,500	9,649	7,000
<b>1000-5170-5356</b>	Employee Dues/Members	570	312	1,000	653	1,000
<b>1000-5170-5357</b>	Clothing	13,436	11,827	15,000	9,419	12,500
<b>1000-5170-5364</b>	Fuel	65,630	104,442	80,000	63,763	80,000
<b>1000-5170-5370</b>	Minor Equipment/Furniture	97	-	5,000	-	5,000
<b>Total</b>		<b>497,243</b>	<b>603,621</b>	<b>656,513</b>	<b>560,234</b>	<b>746,894</b>

## Department: Engineering

### Description and Responsibilities:

The Engineering Department manages the Municipal Separate Storm Sewer System, the Road Occupancy Permit (ROP) program, and the Development Bond Release process. In addition, the Engineering staff reviews land development applications, manages all Township construction projects, and is responsible for roadway infrastructure improvements. These services are managed across three cost centers and are often coordinated with multiple agencies to provide critical services to the community.

Staffing Levels	2020	2021	2022	2023	2024
Full Time Staff	8	6	5	6	6
Part Time Staff	1	0	0	0	0



### Efficient & Effective Government:

Establish an Operations Master Plan for Engineering. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs.

Implement a standardized project management process establishing standardized forms, requirements and guidelines.

Acquire training on Munis Project Accounting and implement for all projects.

Negotiate and implement a new Janitorial Services contract.



### Infrastructure Integrity:

Assist in creating a smooth transition for residents as the Utilities Department negotiates and implements a new contract for trash collection as the current contract expires in fall 2024.

Coordinate with the Park & Recreation and Grounds Departments for the enhancements to facilities and amenities in our community parks including the Splash Pad at the Waterpark.

Manage design and engineering processes for all approved capital projects for 2024.



### Safe & Healthy Community:

Ensure compliance with all Federal, State and Township permit requirements with Township owned projects and all land development projects being implemented in the Township.

## 2024 Annual Budget

### Engineering Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-5210-4010	Salaries-Fulltime	110,863	138,900	161,655	112,436	163,709
1000-5210-4012	Salaries-Part Time	5,520	5,512	-	5,746	-
1000-5210-4015	Overtime	-	173	350	1,524	350
1000-5210-4021	Social Security Tax	6,961	8,650	10,044	7,098	10,172
1000-5210-4022	Medicare	1,628	2,023	2,349	1,660	2,379
1000-5210-4023	Workers Comp	509	290	1,074	555	969
1000-5210-4041	Pension Non Uniform	3,881	6,485	8,100	5,669	8,203
1000-5210-4051	Hospitalization	14,352	33,644	35,953	29,398	44,799
1000-5210-4052	Vision Insurance	111	202	237	216	273
1000-5210-4053	Dental Insurance	1,225	1,561	1,980	1,671	2,445
1000-5210-4054	457 Contributions	3,881	6,485	100	5,669	8,203
1000-5210-4055	Disability Insurance	164	294	421	260	418
1000-5210-4057	Life Insurance	339	577	914	549	878
1000-5210-5001	Office Supplies	631	898	1,000	459	1,000
1000-5210-5004	Materials And Supplies	1,859	1,416	4,000	2,869	4,000
1000-5210-5007	Safety Supplies	255	643	800	302	800
1000-5210-5111	Professional Services	57,677	18,803	76,000	41,074	90,000
1000-5210-5133	Legal Services	-	-	450	-	450
1000-5210-5230	Information Tech Svs	75,000	77,250	80,000	80,000	82,500
1000-5210-5312	Cell Phones	3,770	3,740	4,800	2,805	4,800
1000-5210-5354	Employee Training	1,350	1,052	6,000	2,789	6,000
1000-5210-5355	Employee Career Devel	546	224	2,000	112	2,000
1000-5210-5356	Employee Dues/Members	200	-	1,000	200	1,000
1000-5210-5363	Advertising	4,169	7,542	7,500	5,477	7,500
1000-5210-5364	Fuel	728	726	1,000	315	1,000
1000-5210-6123	Furniture And Fixtures	-	-	1,000	-	1,000
<b>Total</b>		<b>295,619</b>	<b>317,090</b>	<b>408,727</b>	<b>308,852</b>	<b>444,848</b>

## 2024 Annual Budget

### Engineering - Plan Review & Inspection Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-5220-4010	Salaries-Fulltime	39,338	37,130	38,901	33,418	38,906
1000-5220-4021	Social Security Tax	2,337	2,192	2,412	1,962	2,412
1000-5220-4022	Medicare	547	513	564	459	564
1000-5220-4023	Workers Comp	143	106	274	142	244
1000-5220-4041	Pension Non Uniform	1,967	1,857	1,945	1,668	1,945
1000-5220-4051	Hospitalization	7,459	7,775	8,288	7,485	8,345
1000-5220-4052	Vision Insurance	48	47	47	47	49
1000-5220-4053	Dental Insurance	406	418	418	418	439
1000-5220-4054	457 Contributions	1,967	1,857	1,945	1,668	1,945
1000-5220-4055	Disablity Insurance	82	85	278	89	99
1000-5220-4057	Life Insurance	170	176	219	187	208
1000-5220-5111	Professional Services	4,082	780	15,000	597	15,000
1000-5220-5312	Cell Phones	850	-	1,000	-	1,000
<b>Total</b>		<b>59,394</b>	<b>52,934</b>	<b>71,291</b>	<b>48,140</b>	<b>71,156</b>

## 2024 Annual Budget

### Engineering - Stormwater Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-5240-4010	Salaries-Fulltime	81,962	92,553	106,675	84,915	106,884
1000-5240-4015	Overtime	-	-	150	-	150
1000-5240-4021	Social Security Tax	4,864	5,501	6,623	5,028	6,636
1000-5240-4022	Medicare	1,137	1,287	1,549	1,176	1,552
1000-5240-4023	Workers Comp	355	279	724	374	646
1000-5240-4041	Pension Non Uniform	4,098	4,622	5,341	4,243	5,352
1000-5240-4051	Hospitalization	18,585	21,266	24,460	20,783	26,656
1000-5240-4052	Vision Insurance	123	127	146	126	154
1000-5240-4053	Dental Insurance	1,046	1,130	1,263	1,134	1,379
1000-5240-4054	457 Contributions	4,098	4,622	5,341	4,243	5,352
1000-5240-4055	Disablity Insurance	193	216	78	223	273
1000-5240-4057	Life Insurance	397	446	603	470	573
1000-5240-5004	Materials And Supplies	111	408	1,500	354	1,500
1000-5240-5111	Professional Services	34,157	13,498	42,000	500	48,000
1000-5240-5230	Information Tech Svs	40,400	40,804	41,212	41,212	42,500
1000-5240-5354	Employee Training	-	-	2,500	-	2,500
<b>Total</b>		<b>191,526</b>	<b>186,761</b>	<b>240,165</b>	<b>164,781</b>	<b>250,107</b>

## Department: Parks & Recreation

### Description and Responsibilities:

The Cranberry Township Parks and Recreation Department is tasked with the responsibility to provide safe, affordable, quality recreation programs, services, and facilities to meet the broad and diverse needs of the community. This encompasses all ages, ethnicities, cultures, interests, and abilities. Communication with residents and participants, delivery of quality recreational opportunities, maintaining facilities and equipment, development and implementation of creative and unique programs, and a high level of quality customer service guide our future actions and plans. Continue development of relationships with community organizations, businesses, and residents through participation and partnerships. The vision of Parks and Recreation is enriching lives, embracing nature, and creating a thriving and sustainable environment that makes our community a truly exceptional place to live, work, and play.

Staffing Levels	2020	2021	2022	2023	2024
Full Time Staff	6	6	6	6	7
Part Time Staff	85	86	88	35	35



### Efficient & Effective Government:

Establish an Operations Master Plan for Parks & Recreation. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs while considering the adopted Comprehensive Recreation and Open Space Plan.



### Quality Lifestyle:

Implement a 5-year plan for upgrades, expansions, refurbishments, to existing facilities, play ground equipment and fitness equipment by year end 2024.

Identify and develop accessible routes in all parks and facilities to meet the 2010 ADA Standards for Accessible Design.

Search for new programs, increasing offerings by 5% by year end 2024.

Renew all expiring agreements with sports associations.

Evaluate the fee structure and the value that each program brings to the community.

## 2024 Annual Budget

### Park Operation Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-6210-4010	Salaries-Fulltime	257,027	226,081	187,061	154,892	222,056
1000-6210-4012	Salaries-Part Time	112,189	49,602	50,118	51,485	3,053
1000-6210-4015	Overtime	2,345	6,520	2,500	11,079	2,000
1000-6210-4021	Social Security Tax	22,416	17,161	14,705	13,083	13,891
1000-6210-4022	Medicare	5,243	4,013	3,439	3,060	3,249
1000-6210-4023	Workers Comp	7,700	4,086	11,492	5,942	9,684
1000-6210-4041	Pension Non Uniform	12,740	11,555	9,353	8,273	11,203
1000-6210-4051	Hospitalization	42,637	39,654	38,519	31,804	63,491
1000-6210-4052	Vision Insurance	386	328	182	262	403
1000-6210-4053	Dental Insurance	3,435	2,971	1,702	2,185	3,495
1000-6210-4054	457 Contributions	12,740	11,555	9,353	8,271	11,203
1000-6210-4055	Disability Insurance	528	546	484	404	577
1000-6210-4057	Life Insurance	1,166	1,150	1,050	852	1,199
1000-6210-5001	Office Supplies	2,278	3,959	4,000	1,603	2,000
1000-6210-5004	Materials And Supplies	77,599	92,063	80,000	86,915	93,000
1000-6210-5111	Professional Services	5,523	14,879	12,000	16,595	15,000
1000-6210-5230	Information Tech Svs	88,000	90,000	93,000	93,000	96,000
1000-6210-5312	Cell Phones	4,776	4,145	5,000	3,675	4,500
1000-6210-5351	Employee Recruiting	1,534	1,395	1,500	3,189	2,500
1000-6210-5353	Employee Meeting /Confer	723	2,697	3,000	2,061	2,750
1000-6210-5354	Employee Training	6,657	12,740	18,500	20,634	12,500
1000-6210-5355	Employee Career Devel	113	359	500	509	500
1000-6210-5356	Employee Dues/Members	2,800	1,170	1,500	1,585	1,000
1000-6210-5362	Printing	725	11,110	30,000	18,572	20,500
1000-6210-5363	Advertising	24	-	1,500	-	-
1000-6210-5364	Fuel	392	1,019	1,000	1,234	1,000
1000-6210-5370	Minor Equipment/Furniture	2,082	3,616	4,000	7,199	11,500
<b>Total</b>		<b>673,778</b>	<b>614,374</b>	<b>585,458</b>	<b>548,362</b>	<b>608,254</b>

## 2024 Annual Budget

### Park Early Childhood Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-6220-4010	Salaries-Fulltime	1,680	9,566	15,284	8,828	30,259
1000-6220-4012	Salaries-Part Time	155,297	157,606	155,000	152,269	237,180
1000-6220-4015	Overtime	-	-	-	-	1,500
1000-6220-4021	Social Security Tax	9,731	10,358	10,502	9,981	16,674
1000-6220-4022	Medicare	2,276	2,423	2,456	2,334	3,900
1000-6220-4023	Workers Comp	3,562	2,660	8,208	4,244	11,624
1000-6220-4041	Pension Non Uniform	84	478	756	444	1,588
1000-6220-4051	Hospitalization	1,762	3,730	2,420	7,084	4,801
1000-6220-4052	Vision Insurance	13	27	13	39	40
1000-6220-4053	Dental Insurance	83	124	86	239	270
1000-6220-4054	457 Contributions	84	478	756	444	1,588
1000-6220-4055	Disablity Insurance	30	51	39	54	83
1000-6220-4057	Life Insurance	76	342	85	297	170
1000-6220-5004	Materials And Supplies	20,937	16,525	25,500	15,835	25,000
1000-6220-5111	Professional Services	19,510	19,681	28,000	23,523	20,000
1000-6220-5351	Employee Recruiting	631	35	300	149	-
1000-6220-5354	Employee Training	-	-	2,000	-	-
1000-6220-5362	Printing	-	56	750	-	-
<b>Total</b>		<b>215,755</b>	<b>224,140</b>	<b>252,155</b>	<b>225,765</b>	<b>354,677</b>



## 2024 Annual Budget

### Park Youth Programs Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-6230-4010	Salaries-Fulltime	19,018	20,714	35,662	19,329	50,099
1000-6230-4012	Salaries-Part Time	182,191	180,947	310,874	217,586	284,516
1000-6230-4015	Overtime	588	391	-	666	1,500
1000-6230-4021	Social Security Tax	12,461	12,482	21,463	14,685	20,839
1000-6230-4022	Medicare	2,914	2,919	5,020	3,434	4,874
1000-6230-4023	Workers Comp	9,223	6,871	16,775	8,674	14,527
1000-6230-4041	Pension Non Uniform	951	1,036	1,765	969	2,580
1000-6230-4051	Hospitalization	3,234	4,497	5,548	5,569	10,189
1000-6230-4052	Vision Insurance	21	33	13	33	75
1000-6230-4053	Dental Insurance	174	179	86	179	584
1000-6230-4054	457 Contributions	951	1,036	1,765	969	2,580
1000-6230-4055	Disablity Insurance	50	53	92	51	134
1000-6230-4057	Life Insurance	114	228	199	169	276
1000-6230-5004	Materials And Supplies	25,756	23,579	35,000	22,986	20,000
1000-6230-5111	Professional Services	29,879	35,234	47,000	39,867	35,000
1000-6230-5312	Cell Phones	-	-	450	-	-
1000-6230-5351	Employee Recruiting	518	1,846	-	4,243	3,500
1000-6230-5354	Employee Training	-	-	600	-	-
1000-6230-5357	Clothing	-	-	-	831	-
1000-6230-5362	Printing	73	-	350	-	-
1000-6230-5363	Advertising	495	495	-	495	-
<b>Total</b>		<b>288,611</b>	<b>292,540</b>	<b>482,662</b>	<b>340,734</b>	<b>451,273</b>

## 2024 Annual Budget

### Park Adult Programs Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-6240-4010	Salaries-Fulltime	8,690	11,957	24,370	11,036	13,658
1000-6240-4012	Salaries-Part Time	46,448	40,695	76,227	39,899	50,867
1000-6240-4015	Overtime	-	-	-	-	625
1000-6240-4021	Social Security Tax	3,407	3,245	6,227	3,149	4,039
1000-6240-4022	Medicare	797	759	1,456	736	945
1000-6240-4023	Workers Comp	1,191	1,032	4,867	2,517	2,816
1000-6240-4041	Pension Non Uniform	457	674	1,208	555	714
1000-6240-4051	Hospitalization	409	1,540	5,281	3,315	4,813
1000-6240-4052	Vision Insurance	1	16	36	16	35
1000-6240-4053	Dental Insurance	-	-	286	-	314
1000-6240-4054	457 Contributions	457	674	1,208	557	714
1000-6240-4055	Disablity Insurance	26	33	63	29	37
1000-6240-4057	Life Insurance	114	127	136	61	76
1000-6240-5004	Materials And Supplies	7,781	37,388	40,000	62,915	40,000
1000-6240-5111	Professional Services	9,275	38,022	42,500	54,988	50,000
1000-6240-5351	Employee Recruiting	-	-	1,000	-	-
1000-6240-5354	Employee Training	-	-	1,500	-	-
1000-6240-5362	Printing	-	-	500	-	-
<b>Total</b>		<b>79,054</b>	<b>136,161</b>	<b>206,865</b>	<b>179,772</b>	<b>169,653</b>

## 2024 Annual Budget

### Park Family Programs Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-6250-4010	Salaries-Fulltime	26,865	25,664	37,595	16,870	-
1000-6250-4012	Salaries-Part Time	-	2,110	1,500	243	-
1000-6250-4021	Social Security Tax	1,599	1,654	2,313	1,008	-
1000-6250-4022	Medicare	374	387	541	236	-
1000-6250-4023	Workers Comp	728	760	1,808	935	-
1000-6250-4041	Pension Non Uniform	1,343	1,283	1,866	844	-
1000-6250-4051	Hospitalization	4,725	4,857	9,258	3,794	-
1000-6250-4052	Vision Insurance	47	41	43	25	-
1000-6250-4053	Dental Insurance	420	342	478	200	-
1000-6250-4054	457 Contributions	1,343	1,283	1,866	844	-
1000-6250-4055	Disablity Insurance	62	57	7	39	-
1000-6250-4057	Life Insurance	128	119	210	81	-
1000-6250-5004	Materials And Supplies	4,651	5,593	4,000	3,475	-
1000-6250-5111	Professional Services	778	4,604	4,000	3,798	-
<b>Total</b>		<b>43,065</b>	<b>48,754</b>	<b>65,485</b>	<b>32,391</b>	<b>-</b>

## 2024 Annual Budget

### Park Teen Programs Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-6260-4012	Salaries-Part Time	-	-	5,500	-	4,009
1000-6260-4021	Social Security Tax	-	-	-	-	249
1000-6260-4022	Medicare	-	-	-	-	58
1000-6260-4023	Workers Comp	-	-	-	-	173
1000-6260-5004	Materials And Supplies	192	1,028	1,500	2,277	-
1000-6260-5111	Professional Services	8,190	4,358	11,000	4,760	1,500
<b>Total</b>		<b>8,382</b>	<b>5,385</b>	<b>18,000</b>	<b>7,037</b>	<b>5,989</b>

## 2024 Annual Budget

## Park Senior Programs Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>1000-6270-5004</b>	Materials And Supplies	-	12	200	53	-
<b>1000-6270-5111</b>	Professional Services	4,550	3,600	4,500	2,500	1,500
Senior Banquets - Spring/ Thanksgiving / Christimas Senior Picnic - Summer						
<b>Total</b>		<b>4,550</b>	<b>3,612</b>	<b>4,700</b>	<b>2,553</b>	<b>1,500</b>

## 2024 Annual Budget

### Park Community Events Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-6280-4010	Salaries-Fulltime	-	-	-	2,958	70,000
1000-6280-4021	Social Security Tax	-	388	-	182	4,340
1000-6280-4022	Medicare	-	91	-	42	1,015
1000-6280-4023	Workers Comp	-	-	-	-	3,025
1000-6280-4041	Pension Non Uniform	-	123	-	148	3,500
1000-6280-4051	Hospitalization	-	-	-	-	21,556
1000-6280-4052	Vision Insurance	-	-	-	-	140
1000-6280-4053	Dental Insurance	-	-	-	-	1,254
1000-6280-4054	457 Contributions	-	123	-	148	3,500
1000-6280-4055	Disablity Insurance	-	-	-	-	182
1000-6280-4057	Life Insurance	-	-	-	-	375
1000-6280-5004	Materials And Supplies	21,936	19,997	12,000	43,754	28,500
1000-6280-5111	Professional Services	11,729	32,230	35,000	17,493	35,000
Concerts in the Park, Community Days, Fireworks.						
<b>Total</b>		<b>33,665</b>	<b>52,953</b>	<b>47,000</b>	<b>64,724</b>	<b>172,387</b>

## 2024 Annual Budget

### Park Facility Maintenance Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-6290-4010	Salaries-Fulltime	40,269	36,519	36,532	31,845	27,316
1000-6290-4012	Salaries-Part Time	-	-	22,837	-	52,606
1000-6290-4015	Overtime	-	-	-	-	1,250
1000-6290-4021	Social Security Tax	2,446	2,194	680	1,877	5,032
1000-6290-4022	Medicare	572	513	860	439	1,177
1000-6290-4023	Workers Comp	1,548	1,133	2,877	1,488	3,508
1000-6290-4041	Pension Non Uniform	2,014	1,826	1,811	1,592	1,428
1000-6290-4051	Hospitalization	3,800	4,610	11,645	9,622	9,626
1000-6290-4052	Vision Insurance	40	43	45	72	70
1000-6290-4053	Dental Insurance	350	362	716	618	627
1000-6290-4054	457 Contributions	2,014	1,826	1,811	1,592	1,428
1000-6290-4055	Disablity Insurance	63	51	94	74	74
1000-6290-4057	Life Insurance	130	106	204	157	153
1000-6290-5004	Materials And Supplies	1,809	3,784	3,000	339	500
1000-6290-5111	Professional Services	3,872	1,305	4,000	385	500
<b>Total</b>		<b>58,926</b>	<b>54,272</b>	<b>87,112</b>	<b>50,101</b>	<b>105,295</b>

## 2024 Annual Budget

### Park Special Program Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
1000-6295-4010	Salaries-Fulltime	12,076	11,001	23,575	12,737	13,658
1000-6295-4015	Overtime	-	-	-	-	625
1000-6295-4021	Social Security Tax	737	662	1,452	749	886
1000-6295-4022	Medicare	172	155	340	175	207
1000-6295-4023	Workers Comp	303	452	1,135	587	617
1000-6295-4041	Pension Non Uniform	604	550	1,171	637	714
1000-6295-4051	Hospitalization	991	2,144	5,823	4,373	4,813
1000-6295-4052	Vision Insurance	7	11	30	33	35
1000-6295-4053	Dental Insurance	52	99	358	298	314
1000-6295-4054	457 Contributions	604	550	1,171	637	714
1000-6295-4055	Disablity Insurance	13	10	61	31	37
1000-6295-4057	Life Insurance	27	20	132	67	76
1000-6295-5004	Materials And Supplies	1,406	6,063	12,000	4,389	2,500
Amusement Park Ticket Sales						
1000-6295-5111	Professional Services	23,292	4,647	20,000	-	7,500
<b>Total</b>		<b>40,283</b>	<b>26,364</b>	<b>67,248</b>	<b>24,713</b>	<b>32,696</b>



# Special Revenue Funds



## 2024 Annual Budget

### Fund Name: Tip East

#### Fund Description:

Transportation Impact Fees were authorized by the Pennsylvania General Assembly in 1990 as a tool for municipal government to fund transportation infrastructure necessitated as the result of new growth and development. Transportation districts meeting certain criteria must be established pursuant to the act. Fees paid by new development in each district can only be earmarked for transportation projects identified in the adopted transportation capital improvements plan. The program adopted by Cranberry Township has two transportation districts (Eastern and Western Districts). The TIP East Fund is established for the Eastern Transportation District and represents the revenue received from new development in this district and expenditures for identified transportation projects in the same district.

#### Tip East Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>2110-8510-3410</b>	Interest	2,080	20,796	4,000	265,867	160,000
<b>2110-8510-3855</b>	Miscellaneous	-	120,063	708,000	-	-
<b>2110-8510-3872</b>	Contributions	78,560	68,483	346,047	583,723	311,238
Fees paid by new developments earmarked for specific transportation projects identified in the transportation capital improvements plan.						
<b>2110-8510-3880</b>	Msa Thruway Contributions	-	-	-	826,000	708,000
	<b>Total</b>	<b>80,640</b>	<b>209,341</b>	<b>1,058,047</b>	<b>1,675,590</b>	<b>1,179,238</b>

## 2024 Annual Budget

### Tip East Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>2110-8510-5111</b>	Professional Services	15,000	30,000	-	22,980	-
<b>2110-8510-5114</b>	Engineering And Architect Sv	-	-	-	-	160,000
<b>2110-8510-6125</b>	Infrastructure	826,477	303,651	850,000	-	-
<b>2110-8510-6181</b>	Debt Escrow	125,000	948,876	1,528,308	831,350	1,526,185
	PIB Note and BCIB payments (MSA Thruway is supported by a developer agreement)					
	<b>Total</b>	<b>966,477</b>	<b>1,282,527</b>	<b>2,378,308</b>	<b>854,330</b>	<b>1,686,185</b>



## 2024 Annual Budget

### Fund Name: Tip West

#### Fund Description:

Transportation Impact Fees were authorized by the Pennsylvania General Assembly in 1990 as a tool for municipal government to fund transportation infrastructure necessitated as the result of new growth and development. Transportation districts meeting certain criteria must be established pursuant to the act. Fees paid by new development in each district can only be earmarked for transportation projects identified in the adopted transportation capital improvements plan. The program adopted by Cranberry Township has two transportation districts (Eastern and Western Districts). The TIP West Fund is established for the Western Transportation District and represents the revenue received from new development in this district and expenditures for identified transportation projects in the same district.

#### Tip West Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>2111-8520-3410</b>	Interest	298	931	400	5,058	3,500
<b>2111-8520-3872</b>	Contributions	204,993	63,265	206,905	20,736	267,180
	Fees paid by new developments earmarked for specific transportation projects identified in the transportation capital improvement plan.					
	<b>Total</b>	<b>205,291</b>	<b>64,196</b>	<b>207,305</b>	<b>25,794</b>	<b>270,680</b>

## 2024 Annual Budget

## Tip West Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>2111-8520-5114</b>	Engineering And Architect Sv	210,171	210,456	-	153,887	-
<b>2111-8520-6125</b>	Infrastructure	719,499	629,915	1,045,000	48,017	612,500
	<b>Total</b>	<b>929,669</b>	<b>840,371</b>	<b>1,045,000</b>	<b>201,904</b>	<b>612,500</b>



## 2024 Annual Budget

### Fund Name: Recreation Fees

#### Fund Description:

Recreation Fees-in-lieu are enabled by state law and allow municipalities to require the dedication of recreational land with each new development or the payment of a fee in lieu of land dedication. This fund was established to handle recreation fee revenue and expenditures pursuant to this program. Fees collected under this program can only be used for recreation purposes as identified by the law.

#### Recreation Fees Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
2112-8530-3410	Interest	548	20,811	5,000	19,734	55,800
2112-8530-3872	Contributions	476,141	122,738	161,376	253,163	493,238
	Fees paid by developments in lieu of recreational land dedication.					
	Total	476,689	143,549	166,376	272,897	549,038



2024 Annual Budget

Recreation Fees Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
2112-8530-5436	2020 Bond Account	236,900	370,000	450,000	377,032	304,632
	Total	236,900	370,000	450,000	377,032	304,632



2024 Annual Budget

**Fund Name: Developers Contribution**

**Fund Description:**  
This fund was established to hold developers’ contributions for transportation projects throughout the Township.

Developers Contribution Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
2114-8540-3410	Interest	3,411	14,113	-	41,239	15,000
2114-8540-3540	State Grants	-	-	-	-	391,000
2114-8540-3855	Miscellaneous	125,000	-	-	-	-
2114-8540-3872	Contributions	136,221	51,402	-	55,985	527,300
2114-8540-3878	Coolsprings Contribution	-	-	-	13,468	-
	Total	264,632	65,515	-	110,692	933,300



## 2024 Annual Budget

### Developers Contribution Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>2114-8540-5111</b>	Professional Services	537,903	7,173	-	18,930	-
<b>2114-8540-5114</b>	Engineering And Architect Sv	-	-	-	-	29,750
<b>2114-8540-6125</b>	Infrastructure	4,676,472	1,943,976	-	71,732	600,000
	<b>Total</b>	<b>5,214,376</b>	<b>1,951,149</b>	<b>-</b>	<b>90,662</b>	<b>629,750</b>



## 2024 Annual Budget

### Fund Name: Storm Water Maintenance

#### Fund Description:

The purpose of this fund is to collect developer funds for the maintenance of all new stormwater collection systems that are installed in State right-of-way. The State has transferred the maintenance responsibility of all new stormwater collection systems installed in the State right-of-way to the Township.

#### Storm Water Maintenance Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
2115-8515-3410	Interest	3	369	-	1,051	-
2115-8515-3872	Contributions	-	3,447	-	1,924	-
	<b>Total</b>	<b>3</b>	<b>3,816</b>	<b>-</b>	<b>2,975</b>	<b>-</b>



## 2024 Annual Budget

### Fund Name: Liquid Fuels

#### Fund Description:

Each year the Township receives an allocation from the Commonwealth of Pennsylvania for the maintenance of the Township's streets and roads. The funds are the Township's proportionate share of the Commonwealth's levied gasoline tax. The share is based upon a formula which takes into account Cranberry's population and miles of improved roads. The use of these funds is restricted. Cranberry Township uses these funds for the annual street resurfacing program.

#### Liquid Fuels Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
2310-8550-3410	Interest	300	12,425	3,500	46,174	15,000
2310-8550-3553	Liquid Fuels	899,518	981,516	991,421	1,015,763	999,048
	Liquid fuels allocation (993,168) and turnback maintenance (5,880)					
2310-8550-3855	Miscellaneous	509	-	-	-	-
	<b>Total</b>	<b>900,326</b>	<b>993,940</b>	<b>994,921</b>	<b>1,061,937</b>	<b>1,014,048</b>



2024 Annual Budget

Liquid Fuels Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
2310-8550-5366	Road Maintenance Supplies	817,014	866,595	990,000	-	-
	Annual contracted road resurfacing projects.					
2310-8550-6117	Paving	-	-	-	964,075	995,000
	Total	817,014	866,595	990,000	964,075	995,000



## 2024 Annual Budget

**Fund Name:** Library

**Fund Description:**

Cranberry Township supports the Cranberry Public Library with 1 mil of real estate tax annually. Electric service is paid directly from this fund, as well as a direct cash contribution to the library. The Library operates as an independent organization, governed by a seven member Board of Directors appointed to three-year terms by the Board of Supervisors.

### Library Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
2410-6100-3011	Current Year Levy	423,147	431,345	451,295	445,393	454,325
	1 mill @ \$463,597 (98% collection)					
2410-6100-3012	Prior Year Levy	632	1,636	900	1,232	1,200
	Prior year taxes collected by the tax collector. (billed for/in 2023 but collected in 2024)					
2410-6100-3014	Delinquent Tax Claim	-	-	1,500	-	1,000
	Delinquent property tax collected by Butler County Tax Claim Bureau.					
2410-6100-3015	Interim Taxes	4,439	11,731	4,500	572	1,200
	Interim tax billing for properties added to the tax duplicate after January 2024.					
2410-6100-3410	Interest	227	10,179	4,500	20,667	12,000
	Interest income on investments.					
2410-6100-3428	Other Sources And Uses	-	-	-	-	25,000
2410-6100-3869	Reimb Library Payroll	456,281	504,475	-	-	-
	<b>Total</b>	<b>884,726</b>	<b>959,366</b>	<b>462,695</b>	<b>467,864</b>	<b>494,725</b>

## 2024 Annual Budget

### Library Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>2410-6100-4010</b>	Salaries-Fulltime	364,722	402,650	-	358,427	-
<b>2410-6100-4012</b>	Salaries-Part Time	73,717	78,451	-	72,435	-
<b>2410-6100-4021</b>	Social Security Tax	26,816	31,151	-	28,469	-
<b>2410-6100-4022</b>	Medicare	6,272	7,285	-	6,659	-
<b>2410-6100-4050</b>	Healthcare Stipend	-	23,130	-	28,320	-
<b>2410-6100-4059</b>	403B	10,513	12,519	-	12,450	-
<b>2410-6100-4099</b>	Reimburse Personnel Cost	-	-	-	(574,572)	-
<b>2410-6100-5003</b>	Prior Year Refund Of Revenue	540	564	-	1,390	-
<b>2410-6100-5321</b>	Electricity	23,104	23,762	22,000	22,827	20,000
<b>2410-6100-5445</b>	Contributions	413,245	433,264	440,695	293,797	474,725
	May 2024 (158,241.67) August 2024 (158,241.67), November 2024 (158,241.67)					
	<b>Total</b>	<b>918,930</b>	<b>1,012,776</b>	<b>462,695</b>	<b>250,201</b>	<b>494,725</b>



## 2024 Annual Budget

### Fund Name: Fire Operations

#### Fund Description:

This fund receives 1.395 mil of 2.37 mil for real estate tax. The remaining .975 mil of real estate tax goes to the Fire Capital fund. The Fire Operations fund provides financial resources to support operational needs of the Cranberry Township Volunteer Fire Company.

#### Fire Operations-Company And Brigade Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
2420-4210-3011	Current Year Levy	590,281	601,719	629,557	621,815	633,783
	1.395 mills @ \$463,597 (98% collection)					
2420-4210-3012	Prior Year Levy	881	2,282	1,000	1,719	2,000
	Prior year real estate tax collected by the tax collector (billed in/for 2023 but collected in 2024)					
2420-4210-3014	Delinquent Tax Claim	-	-	500	-	500
	Delinquent property tax collected by Butler County Tax Claim Bureau.					
2420-4210-3015	Interim Taxes	6,192	16,365	5,000	798	2,500
	Interim tax billing for properties added to tax duplicate after January 2024.					
2420-4210-3410	Interest	469	4,898	2,500	47,952	20,000
	Interest on investments.					
2420-4210-3510	Federal Grants	-	-	-	-	58,600
2420-4210-3643	False Alarm	1,800	825	1,500	1,150	1,500
2420-4210-3855	Miscellaneous	2,424	9,441	-	2,336	-
2420-4210-3910	Sale Of Fixed Assets	-	-	-	32,321	-
	<b>Total</b>	<b>602,047</b>	<b>635,529</b>	<b>640,057</b>	<b>708,091</b>	<b>718,883</b>

## 2024 Annual Budget

### Fire Operations-Company And Brigade Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
2420-4210-4010	Salaries-Fulltime	56,839	151,254	108,516	61,887	141,131
2420-4210-4015	Overtime	-	-	-	-	1,500
2420-4210-4021	Social Security Tax	2,966	8,967	6,728	3,526	8,843
2420-4210-4022	Medicare	694	2,097	1,573	825	2,068
2420-4210-4023	Workers Comp	488	374	764	395	50,732
2420-4210-4041	Pension Non Uniform	2,842	7,563	5,426	3,094	7,132
2420-4210-4051	Hospitalization	22,083	44,227	24,530	40,570	41,935
2420-4210-4052	Vision Insurance	133	244	134	249	276
2420-4210-4053	Dental Insurance	1,428	1,465	1,194	1,301	2,331
2420-4210-4054	457 Contributions	2,842	7,563	5,426	7,008	7,131
2420-4210-4055	Disability Insurance	116	342	282	403	371
2420-4210-4057	Life Insurance	240	703	612	853	763
2420-4210-5001	Office Supplies	2,379	1,325	2,000	1,300	1,500
2420-4210-5003	Prior Year Refund Of Revenue	753	787	-	1,939	-
2420-4210-5004	Materials And Supplies	14,166	14,835	15,000	16,915	17,000
2420-4210-5005	Cleaning Supplies	1,103	1,090	1,250	1,731	1,250
2420-4210-5007	Safety Supplies	4,810	4,699	9,000	5,351	7,000
	Health and Wellness Program for the CTVFC					
2420-4210-5111	Professional Services	21,181	23,682	20,000	24,403	22,000
2420-4210-5112	Accounting And Auditing Svs	5,000	5,000	6,000	-	6,000
2420-4210-5121	Repair Maint Equipment	22,254	24,935	20,000	18,925	20,000
2420-4210-5122	Repair Maint Vehicles	28,063	30,298	30,000	35,810	34,000
2420-4210-5123	Repair Maint Facility Maint	36,267	31,609	25,000	29,810	25,000
2420-4210-5132	Janitorial Services	7,779	7,740	7,750	6,450	7,750
2420-4210-5134	Other Services/Fees	13,616	11,941	15,000	7,827	15,000
2420-4210-5230	Information Tech Svs	45,000	46,000	47,000	47,000	48,500
2420-4210-5312	Cell Phones	1,200	1,955	3,000	1,700	-
2420-4210-5321	Electricity	28,772	33,164	27,000	42,657	33,000



## 2024 Annual Budget

### Fire Operations-Company And Brigade Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
2420-4210-5322	Natural Gas	9,279	11,002	11,000	6,813	11,000
2420-4210-5323	Water	3,231	3,076	3,000	2,866	3,000
2420-4210-5324	Sewer	1,693	1,344	1,500	1,488	1,500
2420-4210-5326	Storm Water Fee	569	791	1,000	693	1,000
2420-4210-5332	Equipment Leases	2,683	1,443	1,500	1,369	1,500
	Service and maintenance of copying machines at two fire stations and the public safety training facility.					
2420-4210-5341	Insurance Premiums	39,961	47,363	47,500	52,484	4,500
2420-4210-5351	Employee Recruiting	109,026	103,452	115,000	47,189	97,000
2420-4210-5353	Employee Meeting /Confer	14,830	17,760	17,000	17,907	17,000
	Annual awards dinner and meeting for the fire company.					
2420-4210-5354	Employee Training	13,139	40,811	30,000	29,001	30,000
2420-4210-5356	Employee Dues/Members	1,425	2,101	1,500	1,042	1,500
2420-4210-5357	Clothing	12,110	12,375	15,000	14,834	15,000
	Fire Company uniforms.					
2420-4210-5364	Fuel	14,478	26,937	20,000	18,622	18,000
2420-4210-5371	Community Outreach	15,273	13,000	15,000	16,489	13,000
	Fire safety and education events throughout the year.					
	<b>Total</b>	<b>560,710</b>	<b>745,314</b>	<b>662,185</b>	<b>572,725</b>	<b>716,213</b>



## 2024 Annual Budget

### Fund Name: Road Equipment Fund

#### Fund Description:

The Road Equipment Fund is a special revenue fund dedicated solely for the purchase of road equipment. This fund is supported by .85 mils of real estate tax.

#### Road Equipment Fund Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>2610-6110-3011</b>	Current Year Levy	359,676	366,646	375,000	378,763	386,176
	.85 mill @ \$463,597 (98% collection)					
<b>2610-6110-3012</b>	Prior Year Levy	537	1,390	750	1,048	1,000
	Prior year real estate tax collected by the tax collector.					
<b>2610-6110-3015</b>	Interim Taxes	3,773	9,971	3,500	486	2,000
	Interim tax billing for properties added to tax duplicate after January 2024.					
<b>2610-6110-3410</b>	Interest	631	31,029	14,000	28,066	18,000
	<b>Total</b>	<b>364,617</b>	<b>409,036</b>	<b>393,250</b>	<b>408,364</b>	<b>407,176</b>

## 2024 Annual Budget

### Road Equipment Fund Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>2610-6110-5003</b>	Prior Year Refund Of Revenue	459	479	-	1,181	-
<b>2610-6110-6121</b>	Equipment	125,926	37,465	-	-	-
	Purchase of heavy road equipment.					
<b>2610-6110-6122</b>	Fleet Replacement	-	-	-	-	495,000
	<b>Total</b>	<b>126,385</b>	<b>37,944</b>	<b>-</b>	<b>1,181</b>	<b>495,000</b>



## 2024 Annual Budget

**Fund Name: Public Buildings Fund**

**Fund Description:**

The Public Buildings Fund is a special revenue fund dedicated solely for the acquisition of public facilities and the associated debt. 1 mil of real estate tax supports the fund.

### Public Buildings Fund Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>2620-6111-3011</b>	Current Year Levy	423,147	431,345	435,000	445,602	454,325
	1 mill @ \$463,597 (98% collection)					
<b>2620-6111-3012</b>	Prior Year Levy	632	1,636	750	1,232	1,000
	Prior year real estate tax collected by the tax collector. (billed in/for 2023 but collected in 2024)					
<b>2620-6111-3014</b>	Delinquent Tax Claim	-	-	-	-	500
	Delinquent property tax collected by Butler County Tax Claim Bureau.					
<b>2620-6111-3015</b>	Interim Taxes	4,439	11,731	3,500	572	1,200
	Interim tax billing for properties added to tax duplicate after January 2024.					
<b>2620-6111-3410</b>	Interest	268	13,995	6,500	41,389	20,000
	<b>Total</b>	<b>428,486</b>	<b>458,707</b>	<b>445,750</b>	<b>488,795</b>	<b>477,025</b>



## 2024 Annual Budget

### Public Buildings Fund Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>2620-6111-5003</b>	Prior Year Refund Of Revenue	540	564	-	1,390	-
<b>2620-6111-5414</b>	Go Series 2010	245,000	-	-	-	-
<b>2620-6111-5436</b>	2020 Bond Account	115,000	-	426,935	392,166	152,316
	<b>Total</b>	<b>360,540</b>	<b>564</b>	<b>426,935</b>	<b>393,556</b>	<b>152,316</b>

**Fund Name: American Rescue Plan Fund****Fund Description:**

The American Rescue Plan Fund Act of 2021 is a rescue package designed to facilitate the recovery from the devastating economic and health effects of the COVID-19 pandemic. Direct payments are made to Municipal governments. The first installment was received in 2021 and a second installment was received in 2022. No further funds are anticipated. Funds must be obligated by 2024 and spent by 2026.

## American Rescue Plan Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>2700-6580-3410</b>	Interest	-	7,398	90,000	162,180	-
<b>2700-6580-3510</b>	Federal Grants	1,655,448	(1,655,449)	-	-	-
	<b>Total</b>	<b>1,655,448</b>	<b>(1,648,051)</b>	<b>90,000</b>	<b>162,180</b>	<b>-</b>



2024 Annual Budget

American Rescue Plan Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
2700-6580-6125	Infrastructure	-	-	3,390,000	-	-
	Total	-	-	3,390,000	-	-

# Capital Project Funds





## 2024 Annual Budget

### Fund Name: Fire Capital

#### Fund Description:

The Fire Capital Fund receives .975 mil of the 2.37 real estate tax mills dedicated to support the Cranberry Township Volunteer Fire Company. This .975 mil is earmarked to support capital needs in support of the fire service.

#### Fire Capital Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>3100-8570-3011</b>	Current Year Levy	412,575	420,569	440,000	434,470	442,967
	.975 mill @ \$463,597 (98% collection)					
<b>3100-8570-3012</b>	Prior Year Levy	616	1,595	750	1,202	1,200
	Prior year real estate tax collected by the tax collector. (billed in/for 2023 but collected in 2024).					
<b>3100-8570-3014</b>	Delinquent Tax Claim	-	-	2,200	-	1,200
	Delinquent property tax collected by Butler County Tax Claim Bureau.					
<b>3100-8570-3015</b>	Interim Taxes	4,328	11,438	2,500	558	750
	Interim tax billing for properties added to tax duplicate after January 2024.					
<b>3100-8570-3410</b>	Interest	156	6,747	3,500	14,494	8,500
	<b>Total</b>	<b>417,675</b>	<b>440,349</b>	<b>448,950</b>	<b>450,723</b>	<b>454,617</b>

## 2024 Annual Budget

### Fire Capital Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>3100-8570-5003</b>	Prior Year Refund Of Revenue	527	550	-	1,355	-
<b>3100-8570-5407</b>	2020 Promissory Note	129,135	88,453	119,201	109,268	119,202
<b>3100-8570-5414</b>	Go Series 2010	50,000	-	-	-	-
<b>3100-8570-5429</b>	2017B Go Series	171,363	135,000	170,963	170,963	168,163
<b>3100-8570-5436</b>	2020 Bond Account	100,000	100,000	100,000	141,387	114,237
<b>3100-8570-5446</b>	Misc Expense	-	-	-	9,875	-
	<b>Total</b>	<b>451,024</b>	<b>324,003</b>	<b>390,164</b>	<b>432,847</b>	<b>401,602</b>

## Fund Name: Capital Improvement

### Fund Description:

The Capital Improvement Fund was established to fund general purpose capital improvements for the Township. This fund is solely financed by the fund balance generated by the General Fund.

### Capital Improvement Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
3400-6401-3410	Interest	12,606	89,479	15,000	506,989	250,000
3400-6401-3540	State Grants	3,700,890	747,673	-	17,051	-
3400-6401-3649	Reimb From General Authority	-	-	-	855,647	-
3400-6401-3852	Sponsorship	191,023	260,000	-	260,000	-
3400-6401-3855	Miscellaneous	1,650,000	-	-	-	-
3400-6401-3921	Transfer From Gen Fund	4,000,000	4,000,000	10,390,000	5,000,000	3,000,000
	<b>Capital Revenue Total</b>	<b>9,554,519</b>	<b>5,097,152</b>	<b>10,405,000</b>	<b>6,639,688</b>	<b>3,250,000</b>
3400-6410-3420	Park And Recreation Rev	155,611	197,989	-	-	-
3400-6410-3842	Sponsorships/Banner	-	-	-	8,362	-
3400-6410-3850	Right Of Way	90,000	-	-	-	-
3400-6410-3852	Sponsorship	35,000	158,544	-	164,555	-
3400-6410-3950	Refund Of Prior Year Exp	386,445	-	-	-	-
	<b>Capital Parks Total</b>	<b>667,055</b>	<b>356,533</b>	<b>-</b>	<b>172,917</b>	<b>-</b>
3400-6420-3540	State Grants	(411,021)	-	-	-	1,200,000
3400-6420-3951	Reimbursement Of Expense	92,939	-	-	-	-
	<b>Capital Bldg &amp; Grounds Total</b>	<b>(318,082)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,200,000</b>
3400-6430-3510	Federal Grants	-	-	-	-	244,000
3400-6430-3511	Other Grants	-	-	-	-	1,335,375
	Pinehurst Drive Culvert Rehab; MS4 Stream Restoration Project					
3400-6430-3540	State Grants	-	-	-	-	1,520,323
	Signal at Route 19 and Short Street					

## 2024 Annual Budget

### Capital Improvement Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>3400-6430-3580</b>	Local Gov Payments	-	-	-	-	13,867
<b>3400-6430-3852</b>	Sponsorship	-	-	-	-	11,000
<b>3400-6430-3951</b>	Reimbursement Of Expense	-	-	-	150,000	247,000
	<b><i>Capital General Service Total</i></b>	-	-	-	<b><i>150,000</i></b>	<b><i>3,371,565</i></b>
<b>3400-6440-3649</b>	Reimb From General Authority	-	-	-	-	1,110,191
	Valerie Drive Culvert Rehab/Blue Ridge; MS4 Stream Restoration Project					
<b>3400-6440-3951</b>	Reimbursement Of Expense	-	-	1,525,000	-	-
	<b><i>Capital Storm Water Total</i></b>	-	-	<b><i>1,525,000</i></b>	-	<b><i>1,110,191</i></b>
	<b>Total</b>	<b>9,903,493</b>	<b>5,453,685</b>	<b>11,930,000</b>	<b>6,962,605</b>	<b>8,931,756</b>

## 2024 Annual Budget

### Capital Improvement Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
3400-6410-5004	Materials And Supplies	29,084	-	-	-	-
3400-6410-5111	Professional Services	24,680	84,481	-	64,493	550,000
	Community Park North Improvements					
3400-6410-5114	Engineering And Architect Sv	-	-	-	-	25,000
3400-6410-5134	Other Services/Fees	297,115	-	-	-	-
3400-6410-6112	Land Improvements	415,595	189,447	1,648,240	57,852	2,500,000
	The Great Lawn					
3400-6410-6114	Building	-	70,387	-	128,082	-
3400-6410-6115	Building Improvements	-	533,864	-	1,862,021	34,000
3400-6410-6122	Fleet Replacement	45,064	-	-	-	-
3400-6410-6123	Furniture And Fixtures	-	-	-	-	16,000
	<b>Capital Parks Total</b>	<b>811,539</b>	<b>878,179</b>	<b>1,648,240</b>	<b>2,112,449</b>	<b>3,125,000</b>
3400-6420-5111	Professional Services	-	14,700	-	33,312	-
3400-6420-6114	Building	-	-	-	-	350,000
	Salt Shed Storage Building					
3400-6420-6115	Building Improvements	140	1,678,249	4,833,000	1,690,891	515,414
	Municipal Center Construction					
3400-6420-6121	Equipment	-	-	-	-	369,689
3400-6420-6123	Furniture And Fixtures	-	-	-	-	500,000
3400-6420-6125	Infrastructure	-	-	-	14,700	-
	<b>Capital Bldg &amp; Grounds Total</b>	<b>140</b>	<b>1,692,949</b>	<b>4,833,000</b>	<b>1,738,903</b>	<b>1,735,103</b>
3400-6430-5111	Professional Services	63,271	203,082	-	201,092	861,800
	Signal at Route 19 and Short Street					
3400-6430-5366	Road Maintenance Supplies	-	-	-	-	50,000
3400-6430-6112	Land Improvements	-	-	-	-	550,000
3400-6430-6114	Building	15,685	-	-	-	-
3400-6430-6115	Building Improvements	-	-	-	-	110,000

## 2024 Annual Budget

### Capital Improvement Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
3400-6430-6117	Paving	241,901	-	-	-	-
3400-6430-6121	Equipment	-	176,956	-	162,901	207,000
3400-6430-6122	Fleet Replacement	150,597	65,350	-	50,585	-
3400-6430-6123	Furniture And Fixtures	21,000	-	-	-	75,000
3400-6430-6124	Software	-	-	-	-	50,000
3400-6430-6125	Infrastructure	455,173	(217,889)	489,936	297,551	3,048,899
	Signal at Route 19 and Short Street; MS4 Stream Restoration Project; Pinehurst Drive Culvert Rehab					
	<b>Capital General Service Total</b>	<b>947,627</b>	<b>227,499</b>	<b>489,936</b>	<b>712,130</b>	<b>4,952,699</b>
3400-6440-5111	Professional Services	28,658	194,630	-	8,183	-
3400-6440-6112	Land Improvements	-	-	-	-	550,000
	MS4 Stream Restoration Phase 2					
3400-6440-6118	Capital Projects	11,500	183,704	1,525,000	-	-
3400-6440-6125	Infrastructure	-	837,287	-	127,195	560,191
	Pinehurst Drive Culvert Rehab					
	<b>Capital Storm Water Total</b>	<b>40,158</b>	<b>1,215,620</b>	<b>1,525,000</b>	<b>135,378</b>	<b>1,110,191</b>
	<b>Total</b>	<b>1,799,464</b>	<b>4,014,247</b>	<b>8,496,176</b>	<b>4,698,859</b>	<b>10,922,993</b>

# Enterprise Funds

## Department: Utilities

### Description and Responsibilities:

The Utilities Department protects public health and the environment by promoting sustainable, environmentally sound, and cost-effective practices in managing the Township's public water system, wastewater system, and solid waste program. The Utility Department consists of three divisions as follows:

**Sewer and Water Field Operations** - Sewer and Water Field Operations operates and maintains the public water distribution and public sewer collection systems. Service responsibilities include the operation and maintenance of the township's Advance Metering Infrastructure including meter installs and meter readings. In addition, the staff responds to customer service-related requests.

**Solid Waste Operations** - The Municipal Solid Waste (MSW) Program is a comprehensive residential MSW program, collecting trash, recycling, and yard waste. The program is funded through rates and PA performance grants. The service is provided by a contracted hauling company. Cranberry owns and inventories the collection carts which are distributed and maintained by the contracted hauler.

**Wastewater Treatment Plant** - The Brush Creek Wastewater Treatment Plant (WWTP) treats wastewater from Cranberry, and portions of Marshall and New Sewickley Townships. The primary purpose of the Plant is to protect the Brush Creek watershed. The Plant staff is responsible for maintaining and operating the public water storage tanks and pumping station. The Industrial Pretreatment Program regulates the quality of wastewater entering the collection system to protect the WWTP from pollutants that may impact the plant's performance.

<u>Staffing Levels</u>	2020	2021	2022	2023	2024
Full Time Staff	27	27	27	27	28
Part Time Staff	0	0	0	0	0



### Efficient & Effective Government:

Establish an Operations Master Plan for all divisions of the Utilities Department. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs.

Negotiate and implement a new contract for trash collection, as the current contract expires in fall 2024, with the focus on a smooth transition for residents.

Continue to enhance and maintain public outreach and educational programs to connect, inform, and obtain feedback for the local community and/or customers.

Improve bioreactors' total nitrogen removal process to reduce energy and chemical usage.

Initiate a biosolids treatment project which should reduce solids disposed at the landfill or possibly be used for agriculture augmentation. Chemical and equipment costs will be reduced with the elimination of five wet scrubbers.



**Infrastructure Integrity:**

The Utilities Department will continue to invest in and upgrade its infrastructure. By deploying technologies such as Advanced Metering Infrastructure systems throughout the water distribution systems, we can survey for pipeline leaks and reduce lost supply. With the installation of flow monitoring in the sanitary sewer collection system, we are optimizing main line cleaning, and identifying inflow and infiltration, to eliminate sewer overflows and reduce flows to the wastewater treatment plant.

Continue the manhole inspection program for structural integrity assessment.

Evaluate demand and capacity planning to forecast long-term needs of wastewater collection system capacities and water distribution.

**Safe & Healthy Community:**

Continue to monitor and update cybersecurity measures in place to minimize disruption of operations to the water distribution system and wastewater treatment plant.

Continue with the water distribution flushing program to maintain quality drinking water.

Continue to develop, maintain, and enforce the Industrial Pretreatment Program to prevent the introduction of pollutants into the Brush Creek Water Pollution Control Facility.

Prepare for EPA per- and polyfluoroalkyl substances regulatory compliance requirements and timelines to safeguard the community from contamination.

Continue to comply with all PA DEP regulations while maintaining adequate water storage for customers with the assets that are currently available.

## 2024 Annual Budget

### Utilities - Water Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
6110-5401-3410	Interest	1,981	44,232	15,000	145,810	50,000
6110-5401-3425	Tower Leases	189,493	210,771	207,000	195,654	207,000
6110-5401-3684	Charge For Services	6,000	9,500	7,000	3,500	7,000
6110-5401-3802	Meter Revenue	7,022,549	7,459,652	7,862,060	7,341,609	8,200,000
6110-5401-3803	Sale Of Meters	11,155	4,077	50,000	8,151	6,000
6110-5401-3804	Tap In Fees	809,059	302,949	300,000	506,197	350,000
6110-5401-3805	Application Fee	5,625	4,965	5,500	3,975	5,000
6110-5401-3806	Fire Lines	346,478	383,285	315,000	389,787	350,000
6110-5401-3809	Penalties	77,154	91,210	78,000	85,603	80,000
6110-5401-3855	Miscellaneous	13,444	15,307	14,000	26,410	14,000
6110-5401-3950	Refund Of Prior Year Exp	9,734	9,522	2,000	9,902	5,000
6110-5495-3428	Other Sources And Uses	-	-	-	-	1,143,462
6110-5495-3540	State Grants	-	-	-	-	200,000
	<b>Total</b>	<b>8,492,672</b>	<b>8,535,470</b>	<b>8,855,560</b>	<b>8,716,601</b>	<b>10,617,462</b>

## 2024 Annual Budget

### Utilities - Water Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
6110-5411	Dsm Pipe Line Maint	283,655	242,778	738,972	570,024	664,524
6110-5412	Dsm Leak Check Program	45,286	41,530	-	19,717	-
6110-5413	Dsm Water Quality	71,334	52,074	321,012	145,291	295,763
6110-5414	Dsm Meter Testing	6,300	-	-	-	-
6110-5415	Dsm Pa One Call	64,690	70,550	5,116	22,711	5,087
6110-5416	Dsm Hydrant & Valve Maint	154,608	179,294	5,116	30,833	5,080
6110-5417	Dsm Flushing Program	36,738	44,534	-	16,556	-
6110-5421	Sr Meter Services/Construction	211,761	192,634	378,996	275,485	385,498
6110-5422	Sr Service Requests	-	-	162,872	77,845	177,131
6110-5424	Sr Water Tap	83,507	88,339	-	26,376	-
6110-5431	Pst Operations & Maint	226,177	186,769	450,565	254,049	456,312
6110-5443	Inspections	68,749	73,494	43,698	42,305	40,618
6110-5451	Ssa Vehicle Maint	89,684	94,646	94,789	70,214	86,854
6110-5452	Ssa Administration/Scada	749,915	1,328,718	879,538	657,722	931,782
6110-5453	Ssa Training	33,314	30,375	5,912	10,084	5,088
6110-5455	Ssa Information Tech / Gis	135,000	140,000	-	145,000	-
6110-5456	Ssa Facility Maintenance	120,350	144,577	91,383	103,189	108,420
6110-5458	Ssa Operations Engineering	109,500	104,058	100,449	77,261	102,457
6110-5461	Wbg Account Mangement	208,070	114,131	254,028	93,956	256,156
6110-5462	Wbg Meter Reading	6,573	3,368	-	1,780	-
6110-5463	Wbg Customer Svs	173,516	231,904	218,860	163,061	217,159
6110-5471	Wp Water Purchase	4,853,744	4,956,279	4,400,000	4,258,424	5,200,000
6110-5492	Transfer To Gen Fund	150,000	-	200,000	-	200,000
6110-5495	Water Capital	116,251	168,091	1,790,000	847,551	1,479,533
	<b>Total</b>	<b>7,998,722</b>	<b>8,488,143</b>	<b>10,141,306</b>	<b>7,909,433</b>	<b>10,617,462</b>

## 2024 Annual Budget

### Utilities - Sewer Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>6210-5501-3210</b>	Business Licenses And Permit	70,560	99,700	60,000	119,932	75,000
<b>6210-5501-3315</b>	Local Ordinance	1,000	-	-	900	-
<b>6210-5501-3410</b>	Interest	2,245	91,196	25,000	260,295	100,000
<b>6210-5501-3684</b>	Charge For Services	-	17,665	-	1,591	-
<b>6210-5501-3801</b>	Prior Year Revenue Of Service	2,098	-	-	129	-
<b>6210-5501-3802</b>	Meter Revenue	8,982,386	9,703,616	10,049,043	10,207,725	11,250,000
<b>6210-5501-3804</b>	Tap In Fees	1,241,069	348,539	350,000	706,246	500,000
<b>6210-5501-3805</b>	Application Fee	5,620	5,045	5,000	4,075	5,000
<b>6210-5501-3808</b>	Ebill Auto Pay Credit	(48,999)	(55,615)	(47,000)	(56,523)	(50,000)
<b>6210-5501-3809</b>	Penalties	52,763	60,640	50,000	60,832	55,000
<b>6210-5501-3810</b>	Mtmsa Meter Rev	760,279	1,021,208	880,000	849,547	900,000
<b>6210-5501-3811</b>	Nstwp Meter Revenue	27,638	36,455	28,000	37,428	30,000
<b>6210-5501-3855</b>	Miscellaneous	636,919	6,871	5,500	20,745	6,000
<b>6210-5501-3879</b>	Interceptor 7 Contributions	-	-	-	20,176	10,000
<b>6210-5501-3950</b>	Refund Of Prior Year Exp	14,601	14,283	5,000	14,853	10,000
<b>6210-5595-3510</b>	Federal Grants	-	-	-	-	960,000
	<b>Total</b>	<b>11,748,178</b>	<b>11,349,602</b>	<b>11,410,543</b>	<b>12,247,951</b>	<b>13,851,000</b>

## 2024 Annual Budget

### Utilities - Sewer Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>6210-5501</b>	Sewer Revenue	-	5,135	-	1,152	-
<b>6210-5511</b>	Tp Operations	1,343,355	1,815,908	1,039,729	921,602	977,059
<b>6210-5512</b>	Tp Maintenance	472,419	2,934,299	420,053	350,128	419,946
<b>6210-5513</b>	Tp Bio-Solids	596,995	715,550	710,111	498,328	680,432
<b>6210-5514</b>	Tp Odor	165,850	157,764	174,282	122,112	144,327
<b>6210-5515</b>	Tp Industrial Pretreatment	124,179	122,859	101,309	75,708	46,487
<b>6210-5522</b>	Csm Infiltration And Inflow	198,490	95,828	692,945	347,668	652,279
<b>6210-5523</b>	Csm Pa One Call	60,915	67,071	43,116	31,963	38,088
<b>6210-5524</b>	Csm Sewer Clog Odor	148,741	126,338	187,276	115,316	169,132
<b>6210-5533</b>	Inspections	63,623	65,074	87,394	38,811	84,314
<b>6210-5551</b>	Ssa Vehicle Mainteance	87,706	93,689	94,577	68,937	86,642
<b>6210-5552</b>	Ssa Administration	956,616	916,901	948,295	659,310	975,275
<b>6210-5554</b>	Ssa Facility Maintenance	117,625	144,977	91,382	103,610	111,677
<b>6210-5555</b>	Ssa Training	86,038	95,572	-	29,816	-
<b>6210-5556</b>	Ssa Information Tech	135,000	140,000	-	145,000	-
<b>6210-5558</b>	Ssa Operations Engineering	157,123	143,556	136,032	109,006	137,948
<b>6210-5561</b>	Sbg Account Management	188,608	248,366	458,079	228,345	481,191
<b>6210-5562</b>	Sbg Sewer Flow Meter Read	14,009	11,070	24,000	7,998	19,000
<b>6210-5571</b>	Ls Operations & Maintenance	201,264	227,689	1,028,716	946,089	1,180,753
<b>6210-5581</b>	Bond Interest	2,063,358	-	-	-	-
<b>6210-5582</b>	Principal Payment	2,933,471	1,333,691	4,971,626	5,055,966	4,668,125
<b>6210-5592</b>	Transfer To General Fund	150,000	-	200,000	-	200,000
<b>6210-5595</b>	Sewer Capital	616,113	395,762	1,260,000	1,258,115	1,585,777
	<b>Total</b>	<b>10,881,500</b>	<b>9,857,102</b>	<b>12,668,922</b>	<b>11,114,980</b>	<b>12,658,452</b>

## 2024 Annual Budget

### Utilities - Solid Waste Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>6310-7010-3410</b>	Interest	456	21,550	10,000	85,956	30,000
<b>6310-7010-3540</b>	State Grants	98,144	10,709	107,000	88,939	90,000
	Performance Grant awarded by DEP.					
<b>6310-7010-3671</b>	Fees For Services	2,785,020	2,913,588	3,043,829	2,726,881	3,242,594
	Revenue from monthly payments from solid waste customers.					
<b>6310-7010-3809</b>	Penalties	17,069	19,619	18,000	17,997	18,500
	Late fees assessed to customers.					
<b>6310-7010-3855</b>	Miscellaneous	50,676	51,642	42,000	47,101	45,000
	Sale of yard waste bags and trash stickers.					
<b>6310-7010-3950</b>	Refund Of Prior Year Exp	-	-	-	20,318	-
	<b>Total</b>	<b>2,951,365</b>	<b>3,017,107</b>	<b>3,220,829</b>	<b>2,987,193</b>	<b>3,426,094</b>

## 2024 Annual Budget

### Utilities - Solid Waste Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
6310-7010-4010	Salaries-Fulltime	155,955	140,145	153,757	172,836	255,715
6310-7010-4012	Salaries-Part Time	12,082	17,881	23,928	11,474	16,686
6310-7010-4015	Overtime	1,903	2,601	750	1,492	1,150
6310-7010-4021	Social Security Tax	10,133	9,513	13,638	11,085	16,946
6310-7010-4022	Medicare	2,370	2,225	3,188	2,593	3,963
6310-7010-4023	Workers Comp	1,025	266	2,520	1,303	3,878
6310-7010-4041	Pension Non Uniform	7,909	7,028	9,804	8,721	12,832
6310-7010-4051	Hospitalization	32,545	38,579	53,792	34,935	92,032
6310-7010-4052	Vision Insurance	241	255	355	240	403
6310-7010-4053	Dental Insurance	1,989	2,229	3,220	2,127	3,358
6310-7010-4054	457 Contributions	7,909	7,028	9,804	8,701	12,832
6310-7010-4055	Disability Insurance	292	269	509	278	676
6310-7010-4057	Life Insurance	613	568	1,089	605	1,373
6310-7010-5004	Materials And Supplies	7,671	3,336	5,000	657	1,000
6310-7010-5111	Professional Services	2,462,410	2,561,882	2,645,000	2,210,511	2,770,000
	Payments for contracted trash service.					
6310-7010-5113	Management Consulting	-	-	35,000	-	30,000
6310-7010-5121	Repair Maint Equipment	-	-	9,000	1,236	3,000
6310-7010-5122	Repair Maint Vehicles	-	-	2,000	338	2,000
6310-7010-5230	Information Tech Svs	90,000	90,000	92,000	92,000	94,800
6310-7010-5312	Cell Phones	-	170	-	935	600
6310-7010-5353	Employee Meeting /Confer	-	-	-	155	1,000
6310-7010-5354	Employee Training	999	1,078	3,000	606	3,000
6310-7010-5356	Employee Dues/Members	-	245	1,000	365	1,250
6310-7010-5361	Postage And Shipping	12,232	12,742	16,000	11,114	16,000
6310-7010-5362	Printing	3,939	5,016	9,000	8,923	10,000
6310-7010-5363	Advertising	-	68	1,000	-	100
6310-7010-5364	Fuel	-	325	2,000	820	1,500



## 2024 Annual Budget

### Utilities - Solid Waste Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>6310-7010-6010</b>	Equip Less Than 5,000	116,203	6,837	70,000	338,987	70,000
<b>6310-7010-6183</b>	Depreciation Expense New	3,947	3,947	-	-	-
	<b>Total</b>	<b>2,932,367</b>	<b>2,914,230</b>	<b>3,166,354</b>	<b>2,923,036</b>	<b>3,426,094</b>



**Fund Name: SWIMMING POOL**
**Fund Description:**

The Swimming Pool Fund is operated as an Enterprise Fund, which means the pool operates in a manner where fees and charges are sufficient to meet current operating expenses. Fees and charges include daily admissions, season memberships, swim lessons and various types of parties.

**Department: Pool**
**Description and Responsibilities:**

The Swimming Pool Fund is operated as an Enterprise Fund, which means the pool operates in a manner where fees and charges are sufficient to meet current operating expenses. Fees and charges include daily admissions, season memberships, swim lessons, programs, concession sales, and various types of parties. Maintaining the facility and equipment needed to operate in a safe and efficient manner at all times, training staff, providing best practices in all areas, tending to members, residents, and guest needs, and the continued development of relationships with community organizations, businesses, and residents through participation and partnerships all while ensuring we have a sustainable cost recovery.

This operation is managed by Parks and Recreation staff which are accounted for in the General Fund, with a share of their costs allocated to this fund.

<u>Staffing Levels</u>	2020	2021	2022	2023	2024
Full Time Staff	.75	0.5	.5	.5	0
Part Time Staff	0	0	0	0	0
Seasonal Staff	135	135	135	135	135


**Efficient & Effective Government:**

Establish an Operations Master Plan for the waterpark. The plan shall specifically identify existing resources, programs, and procedures and analyze potential areas of improvement within the context of future needs.

Advance priorities for the waterpark identified within the guidelines and direction provided by the adopted Comprehensive Recreation and Open Space Plan.

Monitor and adapt to changing demand and costs.

Coordinate with the Township Strategic Planner to complete a 10 year Master Plan.


**Safe & Healthy Community:**

Work with Human Resources to enhance seasonal staff onboarding, training and certification management to insure the safety of our customers at the waterpark.

Expand opportunities for guests to enjoy the waterpark facility safely through education like Water Safety Wednesday and Stand Up To Drowning campaign and programs such as swim lessons, scuba and lifeguarding classes.


**Quality Lifestyle:**

Install a new Waterpark feature aimed at the 2-to-5-year-old age group by the beginning of the 2024 swimming season.

## Pool Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
6410-6810-3410	Interest	161	17,975	5,000	29,815	23,400
6410-6810-3422	Rooms/Facility	16,450	24,589	23,500	20,011	23,500
	Deck rental and other private rentals at waterpark.					
6410-6810-3428	Other Sources And Uses	-	-	-	-	539,134
6410-6810-3685	Memberships	289,587	292,744	287,000	286,779	287,000
6410-6810-3691	Admissions	251,666	263,637	255,000	264,424	260,000
6410-6810-3855	Miscellaneous	632	854	750	413	250
	Locker and Miscellaneous POS Revenue					
6410-6810-3856	Over/Short	(44)	(47)	-	(146)	-
	<b>Pool Operations Total</b>	<b>558,452</b>	<b>599,752</b>	<b>571,250</b>	<b>601,295</b>	<b>1,133,284</b>
6410-6830-3681	Program Fees/Lessons	8,030	13,656	10,000	6,419	10,000
	Revenue associated to concessions from party rentals					
6410-6830-3692	Concessions	126,269	139,208	134,000	148,598	140,000
	<b>Pool Concessions Total</b>	<b>134,299</b>	<b>152,865</b>	<b>144,000</b>	<b>155,016</b>	<b>150,000</b>
6410-6840-3681	Program Fees/Lessons	64,175	66,129	65,187	50,635	50,000
	<b>Pool Programs Total</b>	<b>64,175</b>	<b>66,129</b>	<b>65,187</b>	<b>50,635</b>	<b>50,000</b>
	<b>Total</b>	<b>756,926</b>	<b>818,745</b>	<b>780,437</b>	<b>806,947</b>	<b>1,333,284</b>

## 2024 Annual Budget

### Pool Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
6410-6810-4010	Salaries-Fulltime	17,913	24,917	19,074	17,501	19,840
6410-6810-4012	Salaries-Part Time	207,411	271,002	290,000	301,358	300,000
6410-6810-4015	Overtime	4,243	6,666	1,000	10,248	1,000
6410-6810-4021	Social Security Tax	14,168	18,302	19,163	20,341	19,730
6410-6810-4022	Medicare	3,313	4,280	4,482	4,757	4,738
6410-6810-4023	Workers Comp	8,097	5,748	16,719	8,645	16,652
6410-6810-4041	Pension Non Uniform	896	929	954	875	992
6410-6810-4051	Hospitalization	8,433	10,724	5,013	15,943	5,389
6410-6810-4052	Vision Insurance	65	71	34	100	35
6410-6810-4053	Dental Insurance	497	608	299	895	314
6410-6810-4054	457 Contributions	896	929	954	875	992
6410-6810-4055	Disablity Insurance	107	115	50	122	52
6410-6810-4057	Life Insurance	221	238	108	257	106
6410-6810-5004	Materials And Supplies	10,768	5,730	12,000	6,584	12,000
6410-6810-5123	Repair Maint Facility Maint	1,855	-	2,000	-	-
6410-6810-5230	Information Tech Svs	35,000	35,000	35,000	35,000	36,000
6410-6810-5321	Electricity	19,915	21,701	35,000	79,153	42,000
6410-6810-5323	Water	19,680	17,064	17,500	21,474	25,000
6410-6810-5324	Sewer	8,406	14,454	9,500	21,303	15,000
6410-6810-5351	Employee Recruiting	2,734	6,405	5,000	10,356	10,000
6410-6810-5357	Clothing	1,639	1,084	2,500	838	2,000
6410-6810-5361	Postage And Shipping	-	-	100	-	-
6410-6810-5362	Printing	835	506	1,500	180	1,000
6410-6810-5363	Advertising	71	448	2,000	1,303	1,500
6410-6810-5370	Minor Equipment/Furniture	1,656	4,247	2,500	6,659	11,500
	First aid training supplies and misc. items					
6410-6810-6123	Furniture And Fixtures	147	666	10,000	4,800	14,000

## 2024 Annual Budget

### Pool Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
	Sunbrellas replacement plan, chairs replacement plan					
	<b>Pool Operations Total</b>	<b>368,967</b>	<b>451,832</b>	<b>492,450</b>	<b>569,565</b>	<b>539,840</b>
6410-6820-4012	Salaries-Part Time	12,727	5,582	15,000	18,057	18,000
6410-6820-4021	Social Security Tax	789	346	1,550	1,120	1,086
6410-6820-4022	Medicare	185	81	363	262	292
6410-6820-4023	Workers Comp	762	559	1,362	704	817
6410-6820-5004	Materials And Supplies	4,008	9,210	8,500	16,432	7,500
6410-6820-5008	Chemicals	16,218	32,483	30,000	35,101	32,500
6410-6820-5111	Professional Services	15,839	22,842	56,000	16,703	25,000
	Services needed to clean and prep the pool for summer start-up as well as winterizing at the end of season and gel coating slide.					
6410-6820-5121	Repair Maint Equipment	14,746	7,482	12,000	23,753	24,000
6410-6820-6112	Land Improvements	-	-	-	-	464,500
6410-6820-6121	Equipment	-	-	-	-	40,000
	<b>Pool Maintenance Total</b>	<b>65,273</b>	<b>78,585</b>	<b>124,775</b>	<b>112,131</b>	<b>613,695</b>
6410-6830-4012	Salaries-Part Time	36,901	38,483	45,000	46,942	47,000
6410-6830-4015	Overtime	510	1,219	1,000	283	-
6410-6830-4021	Social Security Tax	2,320	2,462	2,790	2,928	2,894
6410-6830-4022	Medicare	542	576	653	685	702
6410-6830-4023	Workers Comp	1,371	1,006	2,450	1,267	2,451
6410-6830-5004	Materials And Supplies	300	100	-	483	500
6410-6830-5111	Professional Services	2,340	3,742	3,500	3,228	2,500
	Hood inspection and cleaning, fryer cleaning, fire and ansul inspections, towel service, food license, and steaming the floor.					
6410-6830-5121	Repair Maint Equipment	908	614	1,500	422	500
6410-6830-5354	Employee Training	300	173	1,500	848	750
6410-6830-5368	Cost Of Goods	68,952	78,080	80,000	86,097	80,000
6410-6830-6123	Furniture And Fixtures	-	-	5,000	713	5,000
	<b>Pool Concessions Total</b>	<b>114,445</b>	<b>126,453</b>	<b>143,393</b>	<b>143,895</b>	<b>142,297</b>

## 2024 Annual Budget

### Pool Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
6410-6840-4012	Salaries-Part Time	28,030	35,929	35,000	29,389	30,000
6410-6840-4021	Social Security Tax	1,738	2,228	1,906	1,822	1,910
6410-6840-4022	Medicare	406	521	507	426	386
6410-6840-4023	Workers Comp	747	671	1,906	986	1,906
6410-6840-5004	Materials And Supplies	(3,015)	2,886	2,500	1,874	-
6410-6840-5111	Professional Services	1,074	2,086	2,500	2,102	2,500
	Misc. program instruction and scuba program instructor fees.					
6410-6840-5354	Employee Training	-	1,057	1,500	588	750
	CPO certification, pesticide applicator credits and misc. training and certificate.					
	<b>Pool Programs Total</b>	<b>28,980</b>	<b>45,377</b>	<b>45,819</b>	<b>37,187</b>	<b>37,452</b>
	<b>Total</b>	<b>577,665</b>	<b>702,248</b>	<b>806,437</b>	<b>862,778</b>	<b>1,333,284</b>

**Fund Name: GOLF COURSE**
**Fund Description:**

The Golf Course Fund is operated as an Enterprise Fund, which means the course operates in a manner where fees and charges are sufficient to meet current operating expenses. Fees and charges include golf fees, retail sales (merchandise, food & beverage), golf instruction and banquet/meeting revenue.

**Department: Golf Course**
**Description and Responsibilities:**

The Cranberry Highlands Golf Course is municipally owned facility accesible to residents of Cranberry Township and the general public.

Opened in 2002, it was established as an Enterprise Fund, which means it is an operation in which fees are set to meet a yearly budget within regulated, self supporting guidelines.

The facility operates year round with three divisions: Golf, Clubhouse and Turfgrass. Revenue is generated by golf and clubhouse operations while turfgrass oversees the maintenance of the golf course.

Staffing Levels	2020	2021	2022	2023	2024
Full Time Staff	8	8	8	8	8
Part Time Staff	1	1	1	1	1
Seasonal Staff	40	40	40	40	60


**Efficient & Effective Government:**

Develop and establish an Operations Master Plan for divisions (Golf, Clubhouse, Turfgrass) within Cranberry Highlands facility. The plan shall specifically identify / analyze existing resources, current operations and procedures with an emphasis on consistent improvement to meet / exceed any or all future demands.


**Safe & Healthy Community:**

Continue our commitment through Audubon International to be designated a Certified Audubon Cooperative Sanctuary.

The designation affirms that the golf course has maintained a high degree of environmental quality in a variety of areas including planning, wildlife and habitat management, education, reduced chemical use, and water quality management.



## Quality Lifestyle:

Continue exploration / research of the facility's master plan for golf course improvements, clubhouse renovations and possible additional golf amenities, with respect to financial feasibility, anticipated community growth and overall sustainability.



## Prosperous Future:

Intergrate the following upgrades to improve our overall operation: replacement of entire cart fleet, implement a fairway aeration / topdressing program, and develop a comprehensive plan for review and ordering of future equipment in accordance with the newly created master operation plan.

### Golf Course Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
6510-6301-3410	Interest	759	40,270	5,000	211,290	10,000
6510-6301-3428	Other Sources And Uses	-	-	-	-	1,008,429
6510-6301-3701	Green Fees	1,339,263	1,402,820	1,400,000	1,507,834	1,500,000
6510-6301-3717	Merchant Service Revenue	40,601	54,853	20,000	-	36,399
6510-6301-3852	Sponsorship	26,100	11,945	18,000	18,700	10,000
6510-6301-3855	Miscellaneous	4,664	1,010	-	2,271	-
6510-6301-3856	Over/Short	122	(2,023)	-	(137)	-
6510-6301-3905	Gas Rights	594,442	902,226	-	326,562	-
6510-6301-3921	Transfer From Gen Fund	122,212	500,000	-	-	-
6510-6301-3950	Refund Of Prior Year Exp	97	-	-	-	-
6510-6311-3707	Handicapp Services	23,420	24,755	25,000	27,405	25,000
6510-6311-3718	Clear Balance Gift Card	(369)	(280)	-	(75)	-
6510-6313-3702	Carts	306,084	274,634	255,000	299,116	275,000
6510-6313-3852	Sponsorship	750	900	1,000	300	1,000
6510-6315-3704	Club Rentals	2,865	3,140	3,000	3,960	3,000
6510-6315-3705	Soft Goods	33,171	34,941	50,000	38,037	50,000
6510-6315-3706	Hard Goods	75,191	75,995	75,000	79,379	75,000
6510-6316-3681	Program Fees/Lessons	33,756	10,485	15,000	13,545	15,000
6510-6316-3682	Clinics/Programs	100	3,075	-	5,820	-
6510-6316-3855	Miscellaneous	199	763	-	637	-

## 2024 Annual Budget

### Golf Course Revenue

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>6510-6331-3708</b>	Food Sales Tax	78,696	90,669	85,640	105,725	90,000
<b>6510-6331-3711</b>	Alcohol Sales	217,139	237,148	215,000	295,472	245,000
<b>6510-6332-3713</b>	Menu Food	2,121	2,652	2,500	9,287	3,000
<b>6510-6332-3714</b>	Camp Cranberry Food	7,640	9,396	10,000	8,316	10,000
<b>6510-6333-3422</b>	Rooms/Facility	30,040	35,566	30,000	45,224	30,000
<b>6510-6333-3710</b>	Chartered Food Taxable	165,520	223,940	150,000	265,766	225,000
<b>6510-6333-3711</b>	Alcohol Sales	49,435	54,619	35,000	50,995	40,000
<b>6510-6333-3712</b>	Catered Food Nontax	7,798	23,828	20,000	4,988	10,000
	<b>Total</b>	<b>3,161,815</b>	<b>4,017,326</b>	<b>2,415,140</b>	<b>3,320,416</b>	<b>3,661,828</b>



## 2024 Annual Budget

### Golf Course Expenses

GL Code	Description	2021 Actual	2022 Actual	2023 Adjusted Budget	2023 Year to Date	2024 Requested Budget
<b>6510-6301</b>	Golf Course Revenue	931	298,171	-	-	-
<b>6510-6311</b>	Go Golf Shop Services	194,039	177,177	125,600	191,712	128,099
<b>6510-6312</b>	Go Outside Services	79,520	87,976	75,706	94,430	78,215
<b>6510-6313</b>	Go Carts	69,471	64,056	57,826	63,212	71,874
<b>6510-6314</b>	Go Range	6,360	2,398	1,398	2,638	1,393
<b>6510-6315</b>	Go Merchandise	79,212	102,500	98,472	100,993	100,081
<b>6510-6316</b>	Go Lessons	32,560	10,615	39,494	19,146	39,882
<b>6510-6331</b>	Fb Grille	170,154	177,228	176,103	223,205	181,310
<b>6510-6332</b>	Fb Kitchen	8,299	10,022	8,129	10,535	9,281
<b>6510-6333</b>	Fb Banquet Facility	175,414	226,247	184,663	237,674	245,663
<b>6510-6341</b>	Facility Maintenance	67,220	104,306	83,500	85,047	96,500
<b>6510-6342</b>	Administration	220,928	264,771	279,701	280,625	315,188
<b>6510-6344</b>	Training	4,301	1,786	5,304	1,396	4,358
<b>6510-6345</b>	Infrastructure	8,919	5,879	12,000	7,761	10,000
<b>6510-6346</b>	Vechicle Mainteance	20,004	29,986	23,500	21,876	20,000
<b>6510-6361</b>	Tm Greens Maintenance	220,312	207,493	169,761	151,830	164,068
<b>6510-6362</b>	Tm Tees Maintenance	81,568	97,924	125,341	89,691	122,588
<b>6510-6363</b>	Tm Fairways Maintenance	125,956	137,186	162,517	141,267	177,606
<b>6510-6364</b>	Tm Rough Maintenance	131,876	149,313	205,129	154,273	198,771
<b>6510-6365</b>	Tm Bunker Maintenance	64,840	81,559	101,971	66,759	81,437
<b>6510-6366</b>	Tm Irrigation	46,222	72,272	49,181	38,366	30,819
<b>6510-6381</b>	Em Equipment Repair	157,063	141,816	149,604	133,582	157,397
<b>6510-6392</b>	Principal Payment	236,900	115,677	280,240	314,769	418,869
<b>6510-6395</b>	Capital Expenses	162,872	69,330	-	87,346	1,008,429
	<b>Total</b>	<b>2,364,940</b>	<b>2,635,685</b>	<b>2,415,140</b>	<b>2,518,132</b>	<b>3,661,828</b>