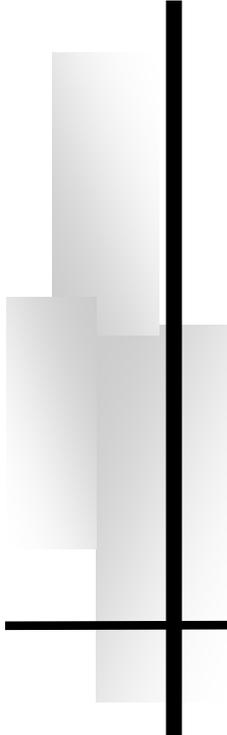




CRANBERRY

• TOWNSHIP •



2007

Budget

Budget Message

To: The Members of the Board of Supervisors, John Milius, Chuck Caputy, Dick Hadley, John Skorupan and Bruce Mazzoni, and other members of the community

From: Jerry A. Andree, Township Manager

Cranberry Township is a community of constant change! As Supervisor Caputy reminds us, Change is inevitable, Growth is Optional. I am pleased to say that we as an organization have embraced that approach. We are committed to grow in our ability to perform in the most efficient, responsive and professional manner possible. That environment for positive growth is a direct result of the leadership of the Board of Supervisors. One of the many goals of the Board is to continue to improve the transparency of local government. One tool is the budget process. In 2006, staff introduced the Program Performance Budget approach for the sewer and water funds, a budgeting process that is on the forefront of accountability in local government. For 2007 I am again pleased, on behalf of your entire team, to present another major enhancement in our budget process for 2007. As an increasingly complex organization, it is essential that our management practices support the continued ability of the Board to provide sound direction on fiscal policy. The 2007 Budget enhances that ability.

The 2007 Budget contains thorough information on all aspects of the financial affairs of the Township. It has been designed to be consistent with the reporting format of the annual financial report. Each Fund will have a description of the activities of that Fund and highlight special items of interest. The 2007 Budget does not propose any real estate tax increases. The following is a brief summary of each of the Funds:

General Fund

This Fund supports the administration, public safety, public works, parks and recreation, planning and community development and engineering functions and debt service. A few key points are as follows;

- Maintains the Real Estate Tax rate of 10.7 mils.
- Will absorb a 40% increase in electricity costs, 10% increase in road salt, 8% increase in insurance premiums, additional debt service and fully funds the four additional fulltime police officers hired in July 2006.
- Maintains the Emergency and Municipal Services Tax at \$30.00, provided the State does not change the manner in which it is collected

Budget Message

- For the first time provides the funding for Operating Capital, (ie, vehicles and equipment) items previously funded from other capital funds.

The Budget provides for an improved understanding of our revenue projections as compared to our projected expenditures, and is stated in a manner consistent with our financial reporting. Revenue is defined as new revenue we anticipate will be received in the upcoming year. Expenditures are the operating expenditures needed to maintain the various services and activities supported by the General Fund.

Below is a quick review of the Project Revenue and the Projected Expenditures for 2007, which for the first time includes Operating Capital. As you can see, Revenue exceeds Expenditures.

Projected Revenue	\$12,652,780
Other Financing Sources	
Inter-fund Transfer	\$80,000
Use of Fund Balance	<u>\$964,804</u>
Total	\$13,697,584
Projected Expenditures	\$12,446,184
Other Financing Uses	
Inter-fund Transfers	<u>\$1,251,400</u>
Total	\$13,697,584

The Fund Balance is an important component of any fund and is another factor to be used to monitor the ability of projected revenue to meet the projected operating expenses. The Fund Balance is also the most critical component in maintaining our excellent financial rating by Moody's Investor Services of A1. The Fund Balance provides the opportunity to respond reasonably to unforeseen expenses and/or revenue shortfalls and provides for cash flow to avoid unnecessary borrowing expenses. The Fund Balance for 2007 clearly identifies two components, a reserved/designated account and the unreserved/undesignated account. The reserved/designated account has been created as an operating reserve pursuant to the Section 1508.1 of the Second Class Township Code, and a debt coverage reserve as required by a previous

Budget Message

bond issue. The 2007 unreserved/ undesignated account is slightly less than the Fund Balance on 12-31-05, due to the appropriate use of that fund balance for capital improvements in 2006 and is consistent with the good management practices.

Below is the General Fund Balance Analysis for 2007.

GENERAL FUND FUND BALANCE ANALYSIS

December 31, 2005 Fund Balance	5,657,651.00
Estimated 2006 Revenue and Other Sources	12,856,806.00
Estimated 2006 Expenditures and Other Uses	12,599,026.00
Estimated 2006 Addition to Fund Balance	<u>257,780.00</u>
December 31, 2006 Estimated Fund Balance	<u>5,915,431.00</u>
Reserves and Designations	
Operating Reserve	630,000.00
Debt Reserve	<u>450,000.00</u>
Total Reserves	1,080,000.00
2007 Budgeted Use of Fund Balance	964,804.00
Estimated December 31, 2007 Unrestricted Fund Balance	3,870,627.00

Another significant point to highlight is the amount of municipal taxes paid by a resident. Based on a home with a market value of \$200,000, the annual real estate tax would be \$284. If that resident had an annual income of \$75,000, that resident would pay \$375 in earned income taxes, for a total municipal tax of

Budget Message

\$659.00. This annual payment supports all of the services that are provided through the activities of the General Fund, the Fire Fund and the Library Fund.

As we continue the review of the entire budget of Cranberry Township, I would ask that, as you review all of these dollar numbers, keep in perspective just what we are doing. Here are a few items about 2006 to keep us thinking:

- Will have hosted over 140,000 paid participants in our recreational programs, another 300,000 visits to our sports associations activities and 189,000 library visitors
- Processed over 11,000 customer service requests
- Responded to over 8,000 requests for police and fire services
- Received over 410,000 incoming telephone calls
- Our traffic signal systems will have recorded and managed over 50 million vehicles
- Processed over 24,000 requests for payment
- Delivered 2.5 million gallons of water a day to over 8,800 customers
- Collected and treated 3.2 million gallons a day of waste water from over 8,800 customers
- Collected during an average summer day 30 tons of garbage, 12 tons of recyclables and 20 tons of yard waste from 7,800 customers
- During a winter storm 12 Public Works vehicles clear 260 miles of road and parking areas and 236 cul-de-sacs and dispense nearly 4000 tons of salt
- Our Code Enforcement staff will have provided over 7,200 inspections

The annual budget is the result of a team effort by the municipal staff. I would like to thank them for their enthusiasm and commitment to Cranberry Township.

I would especially like to thank the Board of Supervisors for their leadership, vision, and continued support.

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GENERAL FUND REVENUE

**GENERAL FUND
REVENUE**

Summary of Revenue

	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
REAL ESTATE TAX	2,418,405.33	2,479,371.09	2,556,495.00	2,567,918.56	2,581,190.00
ACT 511 TAXES	7,026,547.04	6,862,276.42	6,400,000.00	7,312,885.00	7,278,890.00
LICENSES AND PERMITS	175,164.93	156,224.39	176,750.00	244,850.00	253,750.00
FINES	93,263.59	115,581.41	105,100.00	119,000.00	125,100.00
INTEREST EARNINGS	27,276.16	107,965.79	46,500.00	137,570.00	98,600.00
RENT	28,493.40	28,883.22	30,502.00	30,502.00	31,050.00
INTERGOVERNMENTAL REVENUE	582,071.45	620,361.78	611,900.00	658,143.90	664,200.00
GENERAL GOVERNMENT	215,088.28	371,153.65	226,000.00	267,462.72	244,750.00
PUBLIC SAFETY	676,265.89	1,309,959.36	716,800.00	866,541.00	810,700.00
CULTURE/RECREATION	446,284.96	446,267.22	425,600.00	489,933.04	509,550.00
MISCELLANEOUS REVENUE	97,068.19	151,793.82	55,000.00	82,000.00	55,000.00
TOTAL GENERAL FUND REVENUE	11,785,929.22	12,649,838.15	11,350,647.00	12,776,806.22	12,652,780.00
OTHER SOURCES					
Interfund Transfers	100,000.00	170,000.00	80,000.00	80,000.00	80,000.00
Use of Fund Balance	n/a	n/a	1,733,133.00		846,429.00
TOTAL REVENUE AND OTHER FINANCING SOURCES	11,885,929.22	12,819,838.15	13,163,780.00	12,856,806.22	13,579,209.00

Real Estate Tax

The real estate tax is the second most important source of revenue for Cranberry Township. In 2005, the 10.7 mill real estate tax revenues generated 19% of the total general fund revenues. The 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 October 25, 2006 Butler County has determined Cranberry's taxable assessed valuation to be \$244,830,815.

The Butler County Department of Property and 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 75% of the 1969 value. The Board of Supervisors of Cranberry Township determines the millage rate, which is 14.2 mills in 2006. (10.7 – general purposes, 2.5 – fire, 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 P. J. Lynd, an elected official who serves a four-year term, and is currently in his first year of his third term. The collection rate for 2005 was 98%. Delinquent property taxes are collected by the Butler County Tax Claim Bureau.

Township property taxes are billed on March 1st. A discount of 2% may be taken if the taxes are paid on or before April 30. Taxes are due at face value if paid by June 30. A penalty of 10% is applied if paid between July 1 and February 1 of the following year.

Recommendation for 2007:

No change in millage

GENERAL	2004	2005	2006	2006	2007
REALESTATE TAX	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
REAL ESTATE CURRENT YEAR	2,380,730.56	2,429,647.39	2,513,495.00	2,507,624.00	2,538,190.00
REAL ESTATE PRIOR YEAR	0.00	9,337.77	13,000.00	20,294.56	13,000.00
INTERIM REAL ESTATE TAXES	0.00	3,142.17	10,000.00	15,000.00	10,000.00
REAL ESTATE DELINQUENT	37,674.77	37,243.76	20,000.00	25,000.00	20,000.00
TOTAL	2,418,405.33	2,479,371.09	2,556,495.00	2,567,918.56	2,581,190.00

Act 511 Taxes

Act 511, the Local Tax Enabling Act, permits the Township to levy non-real estate taxes. Included in these are the earned income tax, the emergency and municipal services tax, the real estate transfer tax, and the business privilege/mercantile tax.

Earned Income Tax

The Township's primary source of tax revenue is the earned income tax. It is a tax on gross wages, commissions, net profits, and other compensation earned by Cranberry Township residents. The tax rate is 1%, ½ of which is shared with the Seneca Valley School District. In 2005 the Township collected \$4,089,404 which represented 31% of Township revenue. The Township contracts with Berkheimer Associates for the collection of current and delinquent taxes.

Business Privilege/Mercantile Tax

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 tax is due on or before May 15 of each year.

Cranberry Township contracts with Berkheimer Associates for the collection of this tax. The Township serves as the delinquent collector.

Real Estate Transfer Tax

The realty or deed transfer tax is collected at the time of a real estate sale by the Butler County Recorder of Deeds through the sale of deed transfer stamps. Of the 2 percent tax collected on the value of the sale, 1 percent is distributed to the Commonwealth of Pennsylvania. The remaining 1 percent is levied by the Township (.5%) and the Seneca Valley School District (.5%).

Emergency Services Tax

The emergency and municipal services tax (EMS) is assessed on all individuals who work within the Township. This is a flat tax of \$30 per year. This revenue source fluctuates with the number of individuals employed within the Township during the year. In 2006 the Board of Supervisors raised the rate from \$10 to \$30.

Cranberry Township contracts with Berkheimer Associates for the collection of this tax.

Act 511 Taxes

Recommendation for 2007:

No change in any of the above, unless the General Assembly implements changes in the conditions associated with the emergency and municipal services tax.

GENERAL	2004	2005	2006	2006	2007
ACT 511 TAXES	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
PER CAPITA DELINQUENT	11.00	93.50	0.00	0.00	0.00
REAL ESTATE TRANSFER TAX	1,418,946.97	1,131,643.12	1,000,000.00	1,152,000.00	1,100,000.00
EARNED INCOME TAX	3,784,062.33	4,089,403.78	3,800,000.00	4,085,885.00	4,228,890.00
MERC/BUSINESS PRIVILEGE	1,634,358.08	1,421,507.92	1,300,000.00	1,500,000.00	1,350,000.00
EMS	189,168.66	219,628.10	300,000.00	575,000.00	600,000.00
TOTAL	7,026,547.04	6,862,276.42	6,400,000.00	7,312,885.00	7,278,890.00

Licenses and Permits

Soliciting Permits

Soliciting permits are issued by the Police Department pursuant to Chapter 13, Licenses, Permits and General Business Regulations of the Code of Ordinances. Fees are collected for soliciting or transient retail business. Fees are \$10 per day, \$60 per week, or \$150 per month.

Cable Franchise Fees

The cable contract fee, or franchise fee, is a percentage of sales revenue generated by Armstrong who has a non-exclusive contract to utilize public right-of-ways to provide cable and internet services to our residents. The current Agreement, executed in September 2005, expires in February 2012. The current franchise agreement provides for a 5% fee based on revenues generated on cable TV services only. Internet services revenues are excluded.

Road Opening/Over Weight Vehicle Permits

Road opening permits are issued when it is necessary to “open cut” a Township road or right-of-way (typically utility companies). This is designed to cover the cost of inspection and to ensure that the road is restored once the work has been completed. The most recent Township fee resolution describes all permit fees.

Recommendation for 2007:

No change in any of the above.

GENERAL	2004	2005	2006	2006	2007
LICENSES AND PERMITS	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
SOLICITING PERMITS	2,000.00	3,290.00	3,250.00	3,250.00	3,250.00
CABLE CONTRACT FEES	171,737.46	150,634.39	170,000.00	240,000.00	248,000.00
ROAD OPEN/OVERWT VEHICLE	1,427.47	2,300.00	3,500.00	1,600.00	2,500.00
TOTAL	175,164.93	156,224.39	176,750.00	244,850.00	253,750.00

Fines

Violations of the PA Motor Vehicle Code, PA Crimes Code, and/or Township ordinances generate the revenues in this category. Fines and forfeitures are collected by the Magisterial District Judge, Court of Common Pleas, Commonwealth of Pennsylvania, and from various Township departments for violations of Township ordinances. These vary with the number, severity, and disposition of violations.

Court of Common Pleas

Revenue in this category typically comes from the Butler County Clerk of Courts for fines and restitutions.

Violation of Vehicle Code

The Magisterial District Judges collect fines for violations of the PA Motor Vehicle Code. The typical revenue is 50% of the penalty portion of a traffic citation. Associated fees are usually more than the penalty portion of a traffic citation. The Township receives \$12.50 for a citation for failure to stop at a red signal.

Non-Traffic

The District Judge collects fines for violations of the PA Crimes Code.

State Police Violations

The Commonwealth of Pennsylvania distributes a portion of all fines collected by the State Police to every municipality in the Commonwealth twice per year.

Local Ordinance Violations

Fines for zoning and building violations make up the revenues in this category.

Recommendation for 2007:

No change in any of the above.

GENERAL	2004	2005	2006	2006	2007
FINES	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
COURT OF COMMON PLEAS	7,365.72	29,205.70	25,000.00	30,000.00	32,000.00
VIOL. OF VEH. CODE DM	42,761.40	44,087.59	40,000.00	46,000.00	48,000.00
NONTRAFFIC DM	19,942.26	21,969.92	20,000.00	22,000.00	23,000.00
STATE POLICE VIOLATIONS	22,894.21	20,318.20	20,000.00	21,000.00	22,000.00
LOCAL ORD. VIOL. COMM. DEV.	300.00	0.00	100.00	0.00	100.00
TOTAL	93,263.59	115,581.41	105,100.00	119,000.00	125,100.00

Interest Earnings

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 Investment Trust (PLGIT). The amount earned each year fluctuates with the interest rate and the amount of cash available for investment. When interest rates are high, the Township enjoys favorable interest rates but as the prime rate falls, so do the rates on investments. In 2005 rates ranged from 1.90 percent to 4.06 percent depending on the amount and duration of the investment. Allowable investments are governed by the Second Class Township Code, and other laws of the Commonwealth.

Recommendation for 2007:

Budget should take into consideration the market for investments.

GENERAL	2004	2005	2006	2006	2007
INTEREST EARNINGS	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
INTEREST GF	27,058.21	107,387.66	45,000.00	136,800.00	98,000.00
INTEREST NARC	217.95	578.13	1,500.00	770.00	600.00
TOTAL INTEREST EARNINGS	27,276.16	107,965.79	46,500.00	137,570.00	98,600.00

Rent

The Township has multi-year leases with five (5) tenants for rent of office space in the Municipal Center.

- Butler County (use of the Senior Center) 7,800.00
- Cranberry Township Chamber of Commerce-12/31/09 5,706.00
- State Representative 8,439.00
- Cranberry Township Real Estate Tax Collector-12/31/09 1,595.52
- State Senator 7,511.96

Recommendation for 2007:

A rent increase is being proposed increasing the rent from \$14.00 sq foot to \$14.50 sq ft. for the leases expiring in 2006, the State Senator and State Representative. The Senator's lease is for 4 years, at \$14.50 for years 2007 and 2008, and increasing to \$15.00 sq ft for years 2009 and 2010. The Representative's lease is for 2 years and will be \$14.50 for both years.

GENERAL	2004	2005	2006	2006	2007
RENTS	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
OFFICE RENT	28,493.40	28,883.22	30,502.00	30,502.00	31,050.00
TOTAL	28,493.40	28,883.22	30,502.00	30,502.00	31,050.00

Intergovernmental Revenue

This group of revenues represents revenue the Township receives from various agencies of the Commonwealth of Pennsylvania.

State Pension Aid

On an annual basis the Commonwealth of Pennsylvania allocates funds to be used for the support of the police and 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.

Fireman's Relief Aid

The Township also receives funds from the Commonwealth of Pennsylvania for 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.

Public Utility Realty Tax

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 the tax rebate 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.

Intergovernmental Revenue

Liquor Licenses

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 25 establishments with liquor licenses.

GENERAL	2004	2005	2006	2006	2007
INTERGOVT REVENUE	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
STATE PENSION AID	369,742.11	380,480.43	380,000.00	413,862.01	420,000.00
FIREMANS RELIEF AID	194,658.76	217,483.99	210,000.00	220,521.07	220,500.00
PUBLIC UTILITY REALTY TAX	12,270.58	16,397.36	15,000.00	16,260.82	16,200.00
LIQUOR LICENSE TAXES	5,400.00	6,000.00	6,900.00	7,500.00	7,500.00
TOTAL	582,071.45	620,361.78	611,900.00	658,143.90	664,200.00

General Government

Site Plan/Subdivision Review

Site plan and Subdivision review fees are those charged for new development applications with each new or revised application for development being required to pay a fee. The amount of the fees is based on criteria which distinguish between size and complexity of projects. The fees are structured to cover Township costs associated with processing development applications. Fee amounts in this item do not include developer deposit accounts which are escrow accounts established for each development and which are intended to cover direct expenses of Township consultants for reviewing development applications. Fees in this category vary annually based on the size, type and quantity of new and revised development applications received by the Township.

Bond Release Fees

All new developments are required to post financial securities (Bonds) to guarantee the completion of improvements which are required by ordinance and established at the time of development approval. The Pennsylvania Municipalities Planning Code (MPC) establishes criteria for the posting and release of financial securities. The MPC allows for full and partial releases of the financial security as work progresses in new developments. A bond release fee is charged each time that a developer requests a release of financial security from the Township. The fees are intended to cover Township costs associated with processing of a release request. Fees are charged to the developments escrow account. Fees are \$100.00 for requests related to Sewer and Water facilities, plus actual costs of Engineer's inspections; and, \$250 for requests related to Storm Water/Roads facilities, plus actual costs of Engineer's inspections.

Liquor License Transfer Fee

Pennsylvania law allow for the transfer of liquor licenses between communities within the same county. Each request for a license transfer is required to pay this application fee. The fee is intended to cover Township costs associated with the processing the transfer request. The fee is \$500.00 per application.

Conditional Use Fees

Conditional Use Fees like site plan/subdivision review fees are those charged for new development applications when the use is classified as a "Conditional" use within the zoning ordinance. Conditional use applications have additional

General Government

administrative and review steps associated with their processing beyond those of a normal site plan/subdivision applications. The fees are structured to cover the additional costs associated with processing conditional use applications. The fee is \$500 per application.

Zoning Hearing Board Fees

Cranberry Township has a Zoning Hearing Board pursuant to the Pennsylvania Municipalities Planning Code and the Board is charged with hearing appeals of aggrieved parties from provisions of the zoning ordinance. A fee is charged for each case brought before the Zoning Hearing Board; the fee is \$250.00 for residential applications and \$500 for non residential applications and is intended to cover the cost to the Township associated with processing the application.

Ordinance Amendment Fees

Amendments to the Township zoning ordinance can be requested by individuals or companies interested in ordinance changes. Once accepted, a request for amendment will follow a standard review process. Typical amendments included requests to rezone property. A fee \$500 fee is charged to applicants and is intended to cover the cost associated with processing the application.

Sign Permit Fees

The size and location of signs are regulated by the Township zoning ordinance. Fees charged for each sign application and intended to cover the costs associated with processing the application. Monument sign - \$100.00, building sign - \$75.00 and panel replacement - \$25.00

Building Plan Reviews

All non residential building permit applications require a plan review and approval for compliance with the Township's building codes. This review includes non-residential building/structure, electrical, mechanical, and plumbing plan review(s). The building plan review fee is separate from the building permit fee and is intended to cover the costs of the plan review process only. Building permit fees are intended to cover application, inspection and processing costs of new structures. The fee is calculated at $.0015 \times$ estimated construction value.

General Government

Sale of Public and Administrative Services

The Township provides certain material and administrative services to the public. Materials include copies of Township documents such as maps and other public documents. Administrative services include such items as no-lien letters. This item represents revenue from the provision of these materials and services.

Sale of Codes and Ordinances

The Township provides copies of certain public documents to the public. These documents can include copies of codes and ordinances or other public documents. This item represents the revenue received for the documents and intended to cover reproduction costs.

Winter Service Agreements

The Township offers winter services (snow plowing & spring street sweeping) to development/developers which have private streets not yet accepted by the Township. This service is provided at the option of the developer. If the developer elects to take the service they are required to enter into an agreement at the beginning of each winter season; otherwise developers are required to provide the service on their own. The fee charged to the developer is based on the number of lane miles of road and is intended to cover the costs of the Township in providing this service. The fee is approximately \$4,100 per lane mile.

GENERAL	2004	2005	2006	2006	2007
GENERAL GOVERNMENT	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
SITE PLAN SUBDIV REVIEW	105,935.00	208,830.00	100,000.00	108,095.00	100,000.00
BOND RELEASE FEES	6,200.00	6,100.00	4,000.00	12,000.00	12,000.00
LIQUOR LICENSE TRANSFER FEE	2,000.00	4,000.00	1,500.00	1,000.00	750.00
CONDITIONAL USE FEES	0.00	3,500.00	7,500.00	3,950.00	3,500.00
ZONING HEARING BOARD FEES	2,750.00	3,850.00	2,000.00	2,350.00	2,000.00
ORDINANCE AMEDN FEES	475.00	0.00	500.00	500.00	500.00
SIGN PERMIT FEES	4,425.00	8,175.00	4,000.00	6,936.00	6,500.00
BLDG PLAN REVIEWS	49,661.78	78,694.46	50,000.00	80,858.72	72,000.00
SALE OF PUB & ADMIN SVS	23,906.50	24,295.19	25,000.00	25,000.00	22,000.00
SALE OF CODES/ORD	610.00	470.00	1,500.00	495.00	500.00
WINTER SERV. AGMNT	19,125.00	33,239.00	30,000.00	26,278.00	25,000.00
TOTAL	215,088.28	371,153.65	226,000.00	267,462.72	244,750.00

Public Safety

Sale of Accident Reports

A fee of \$15.00 is charged for each copy of an accident report which is provided (typically to insurance companies) by the Cranberry Township Police Department.

False Alarms

Fees of \$75.00, \$150, and \$175 per occurrence are charged for false alarms the police and/or fire department responds to, pursuant to the fee resolution.

School Guard Reimbursement

The Seneca Valley School District reimburses the Township for one half of the cost of providing two school crossing guards.

Special Police Services

Cranberry Township provides police services to Seven Fields Borough. The Borough pays eight percent of the adjusted police budget which includes manpower and equipment but excludes the cost of facilities and facility support.

Restitutions/Miscellaneous

Restitution is received for such things as accidental damage to street signs or intentional destruction of township property.

Fire Prevention Permits

Permit fee charged for the administrative review of Fire Prevention permit applications and the required Township inspections. Fire Prevention permit applications include annual system testing and assembly occupancy inspections (ranging from \$25.00 to \$100.00 per year).

Building Permits

Permit fee charged for the administrative review of all non-residential and residential building permits and the required Township inspections.

Public Safety

Electrical Permit Fee

Permit fee charged for the administrative review of all non-residential and residential electrical building permits and the required inspections.

Fire Building Permit

Permit fee charged for the administrative review of Fire Prevention building permit applications and the required Township inspections. Fire Prevention building permit applications are \$150.00 and include the installation, enlargement, alteration and repair of sprinkler systems, fire detection systems, commercial exhaust suppression systems and related fire safety devices.

Building Code Board of Appeals

Appeals from provision of the building codes are reviewed by the Building Code Board of Appeals as required by the state wide building code. Application fee for building and fire code appeals:

1. Residential - \$125.00.
2. Commercial - \$250.00

Septic System Permits

Fee for on-lot septic permit applications which include the site testing, application review and permit approval.

Use and Occupancy Permits

At the time a home or business is occupied by a new owner an occupancy permit is issued after inspection indicating compliance with all Township regulations.

Grading Ordinance Fees

The Township reviews application for grading permits to ensure compliance with the Township grading ordinance. The fee is based on the size of the disturbance as follows:

1. 0-5 acres disturbed - \$200.00
2. Over 5 acres disturbed - \$300.00

Public Safety

GENERAL	2004	2005	2006	2006	2007
PUBLIC SAFETY	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
SALE OF ACCID REPORTS	9,579.02	10,776.30	11,000.00	11,000.00	11,000.00
FALSE ALARMS	15,700.00	21,800.00	16,000.00	18,000.00	18,000.00
SCHOOL GUARDS REIMB.	7,412.22	7,745.13	7,800.00	7,800.00	8,200.00
SPECIAL POLICE SERVICES	208,191.00	227,980.00	200,000.00	200,000.00	212,000.00
RESTITUTIONS/MISC	7,233.78	8,640.93	7,500.00	7,500.00	7,500.00
FIRE PREVENTION PERMITS	20,402.00	14,738.00	12,000.00	10,000.00	12,000.00
BUILDING PERMITS	391,129.37	992,695.00	400,000.00	578,950.00	500,000.00
ELECTRICAL PERMIT FEE	0.00	3,780.00	30,000.00	7,000.00	8,000.00
FIRE BLDG PERMIT	0.00	1,979.00	13,000.00	10,050.00	12,000.00
BOARD OF APPEALS	0.00	0.00	250.00	0.00	500.00
SEPTIC SYSTEM PERMITS	1,415.00	1,550.00	1,250.00	2,795.00	1,500.00
USE & OCCUPANCY FEES	12,803.50	14,875.00	15,000.00	10,046.00	15,000.00
GRADING ORDINANCE FEES	2,400.00	3,400.00	3,000.00	3,400.00	5,000.00
TOTAL	676,265.89	1,309,959.36	716,800.00	866,541.00	810,700.00

Culture and Recreation

Over Short

Over Short is a tool to record cashier errors in handling cash either through giving incorrect change or incorrect key entry. An Over Short report acknowledges the differences and records them. This aids in the recognition of potential problems and assists staff in reducing errors.

Shelter Use Fee

The Parks and Recreation Department offers five picnic shelters for private rental between the months of May through September. Rentals are offered on a first come-first served basis on a sliding scale basis for Residents, Non-Residents, Non-Profit/Family and Business. These fees are included annually in the Township Fee Resolution. Rental Agreements are issued giving exclusive use of the facility to the rental party for a specific day. Rentals are recorded in the Culture/Recreation Revenue account and help offset operating expenses.

Recreation Programs Fall/Winter/Summer

The Township offers a variety of recreational, educational and personal enrichment programs and services that are user driven. It is the policy of the Township that these programs and services are supported through user fees. All fees collected pay for instructors, materials and supplies. In addition, fees include a contribution to the overhead costs of development, promotion and customer service needed to promote and reserve class space for the Parks and Recreation Department.

Preschool

Cranberry Township is one of many Preschool programs in the community and demand is still unfulfilled. It is the policy of the Township that the program is supported through user fees. All fees collected pay for instructors and aides, materials and supplies and equip classrooms. In addition, fees include a contribution to the overhead costs of development, promotion and customer service.

Vending Commissions

The Parks and Recreation Department has service agreements for soft drink and snack vending agreements as a convenience to our customers. All vending commissions are included in the Culture/Recreation Revenue account and help offset operating expenses.

Culture and Recreation

Activity Room Fees

The Parks and Recreation Department manages room rentals and reservations for the Municipal Center, year round. Rentals are offered on a first come-first served basis on a sliding scale basis for Residents, Non-Residents, Non-Profit/Family and Business. These fees are included annually in the Township Fee Resolution. Rental Agreements are issued giving exclusive use of the facility to the rental party for a specific day and time. Rentals are recorded in the Culture/Recreation Revenue account and help offset operating expenses.

Charges for Services

Under agreements with our Athletic Associations, Cranberry Township is reimbursed for the electrical cost associated with Field Lighting and Concession Stand operations at Community Park. Reimbursement for this expense is calculated by using the Penn Power monthly bills for the exact charges per association. Field lighting is refined through a detailed report of lighting scheduled through our equipment scheduler, Musco Lighting. These funds are reported in the Culture/Recreation Revenue account and applied to the utility service account.

Miscellaneous

Miscellaneous fees are collected for a variety of services that were not anticipated during budget preparation. These could include grants, gifts or donations for specific or non-specific support of our programs.

GENERAL	2004	2005	2006	2006	2007
RECREATION	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
OVER SHORT	372.35	84.45	0	65	50
SHELTER USE FEE	1,460.00	2,527.75	8,000.00	6,930.00	8,000.00
REC. PROGRAMS FALL	116,351.85	128,463.50	65,000.00	77,000.00	75,000.00
PRESCHOOL	0.00	0.00	83,000.00	83,000.00	101,000.00
WINTER PROGRAMS	132,506.75	96,784.50	85,000.00	115,000.00	115,000.00
PROGRAM SUMMERS	160,002.50	188,983.50	160,000.00	187,388.04	182,000.00
VENDING COMMISSIONS	4,715.56	4,702.10	5,000.00	3,800.00	4,000.00
ACTIVITY ROOM FEES	11,770.00	13,417.50	9,000.00	6,750.00	8,000.00
CHARGES FOR SERVICES	13,223.85	10,933.92	10,000.00	10,000.00	16,000.00
MISCELLANEOUS	5,882.10	370.00	600.00	0.00	500.00
TOTAL	446,284.96	446,267.22	425,600.00	489,933.04	509,550.00

Miscellaneous Revenue

The miscellaneous accounts are used to record infrequently occurring revenues or those not consistent with other sources of revenue.

GENERAL	2004	2005	2006	2006	2007
MISCELLANEOUS REVENUE	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
OTHER MISC REVENUES	68,467.56	76,259.97	30,000.00	38,000.00	30,000.00
REFUND PRIOR YEARS EXPEND	28,600.63	75,533.85	25,000.00	44,000.00	25,000.00
TOTAL	97,068.19	151,793.82	55,000.00	82,000.00	55,000.00

Other Financing Sources

Interfund Transfers

Interfund Transfers occur when monies are transferred primarily from one fund to another. An interfund transfer planned for 2007 is an \$80,000 transfer from the Sewer and Water Funds to the General Fund. This is to cover utility and maintenance costs for the Municipal Center as well as other administrative overhead costs.

GENERAL	2004	2005	2006	2006	2007
INTERFUND TRANSFERS	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
TRANSFER FROM SEWER AND WATER	100,000.00	100,000.00	80,000.00	80,000.00	80,000.00
TRANSFER FROM SOLID WASTE	0.00	70,000.00	0.00	0.00	0.00
TOTAL	100,000.00	170,000.00	80,000.00	80,000.00	80,000.00

Use of Fund Balance

The Township utilizes the accumulated fund balance/net assets to pay for certain expenditures/expenses. For 2007, it is estimated that the Township will utilize \$846,429 of its accumulated fund balance to fund major capital purchases and projects.

GENERAL FUND EXPENDITURES

**GENERAL FUND
EXPENDITURES**

Summary of Expenditures

	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
ADMINISTRATION					
Legislative	74,019.57	79,762.12	82,875.00	73,885.00	92,807.00
Executive	786,709.08	879,523.41	853,173.00	792,936.78	682,880.00
Financial Administration	229,730.02	259,418.16	245,508.00	225,965.23	250,125.00
Tax Collection	159,252.49	185,784.48	191,568.00	208,570.00	220,317.00
Human Resources	0.00	0.00	0.00	0.00	178,864.00
Management Information Systems	269,023.33	-75,034.77	0.00	-40,533.68	0.00
Community Services	106,009.28	108,547.03	132,500.00	122,220.00	133,500.00
Insurance Expenses	550,720.24	471,437.54	249,600.00	226,258.00	232,450.00
ENGINEERING	398,084.14	376,906.80	396,307.00	335,913.43	396,410.00
PUBLIC WORKS					
Government Buildings and Property	349,954.03	453,836.11	427,128.00	471,746.66	465,453.00
General	603,154.89	684,863.85	674,524.00	648,955.00	686,795.00
Snow Removal	247,280.56	308,948.12	363,241.00	313,250.00	374,575.00
Traffic Signals and Communication	171,433.67	163,729.39	174,111.00	163,924.94	180,585.00
Maintenance and Repair	738,418.97	778,423.15	929,596.00	892,679.78	1,070,668.00
Park Maintenance	351,787.84	376,972.23	439,535.00	456,194.22	463,137.00
TOTAL PUBLIC WORKS	2,462,029.96	2,766,772.85	3,008,135.00	2,946,750.60	3,241,213.00
PUBLIC SAFETY					
Police	2,683,631.61	2,835,328.01	3,146,559.00	3,073,485.01	3,554,832.00
Fire Protection	202,589.11	229,233.29	244,094.00	252,970.75	251,620.00
Ambulance/Rescue	1,646.39	2,129.74	10,532.00	2,212.55	2,532.00
Emergency Management	800.03	1,791.83	2,500.00	500.00	1,500.00
PLANNING & COMMUNITY DEVELOPMENT	556,167.63	598,961.36	867,832.00	704,772.90	918,042.00
RECREATION	743,619.43	791,057.05	794,043.00	776,335.31	889,100.00
RECYCLING PROGRAM	118,928.16	984.70	0.00	0.00	0.00
DEBT SERVICE	1,142,037.08	1,149,653.86	1,213,554.00	1,212,564.00	1,349,592.00
MISCELLANEOUS EXPENSES	23,761.95	22,107.01	60,000.00	19,220.00	60,000.00
TOTAL GENERAL FUND EXPENDITURES	10,508,759.50	10,684,364.47	11,498,780.00	10,934,025.88	12,455,784.00
OTHER USES					
Interfund Transfers	900,000.00	1,340,980.04	1,665,000.00	1,665,000.00	1,251,400.00
TOTAL EXPENDITURES AND OTHER FINANCING USES	11,408,759.50	12,025,344.51	13,163,780.00	12,599,025.88	13,707,184.00

ADMINISTRATION

Administration

Department/Program: Legislative
 Organizational Responsibility: Township Manager

Legislative

Department Description:

This budget supports the elected members of the Board of Supervisors. Supervisor compensation is based upon the Second Class Township Code, which establishes salary and benefits. Based upon the 2000 Census the annual salary is \$4,125.00. In addition, three of the five members have health insurance, as provided for in the Township Code. This budget also supports continuing education and fees of various legislative organizations.

2007 Goals:

The consist, reoccurring goal of the Board of Supervisors is to assure that Cranberry's local government continues to serve the interest of the residents of Cranberry Township in the most efficient, responsive manner possible.

Staffing Levels:

Legislative Personnel	2004	2005	2006	2007
Elected Supervisors - Part-Time	5	5	5	5

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
LEGISLATIVE	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
SUPERVISOR'S COMPENSATION	18,234.52	18,088.69	20,625.00	20,625.00	20,625.00
HOSPITALIZATION/LIFE INS	36,628.20	39,342.95	30,271.00	32,040.00	35,103.00
VISION INSURANCE	522.24	522.24	392.00	437.00	402.00
DENTAL INSURANCE	3,742.61	3,760.94	3,009.00	2,557.00	2,499.00
SOCIAL SECURITY/MEDICARE	1,383.58	1,383.56	1,578.00	1,577.00	1,578.00
GENERAL OPERATING EXPENSE	5,331.26	3,551.33	10,000.00	5,942.00	8,000.00
DUES, SUBS, MEMS.	648.00	1,168.00	5,000.00	5,000.00	14,600.00
EDUCATION	7,529.16	11,944.41	12,000.00	5,707.00	10,000.00
TOTAL	74,019.57	79,762.12	82,875.00	73,885.00	92,807.00

Department/Program:

Legislative

Organizational Responsibility:

Township Manager

2007 Budget Impact Items:

- Dues for participation in the North Hills Council of Governments

2006 Achievements:

- Enhancement of the Board's communication
- Instituting program performance budgeting
- Increased opportunities for Board guidance and direction on key initiatives
- State and National recognition of Township activities and performances

Department/Program: Executive
Organizational Responsibility: Township Manager

Executive

Department Description:

This budget item supports the activities of the executive management team of the Township. The Team includes the Township Manager, two Assistant Township Managers, and Executive Assistant to the Township Manger and an Administrative Assistant for Communications and Special Events. The executive management team is responsible for assisting and guiding the various operating and administrative departments in their functions to ensure overall compliance with the policy and direction of the Board of Supervisors and compliance with state and federal regulations.

The executive team is also responsible for developing and instituting organizational initiatives that policy promotes the Board of Supervisors' emphasis on sound management practices. The executive team is responsible for overall communications of Township initiatives

2007 Goals:

Oversee the implementation of program performance budgeting across all department functions that will continue to assist the Board of Supervisors in assuring the most efficient use of taxes and user fees. This Team will also continue to assure the operations of the Township are in alignment with the vision of the Board of Supervisors.

Staffing Levels:

Executive Personnel	2004	2005	2006	2007
No. of Full-Time Employees	4	4	4	4
No. of Part-Time Employees	1	1	1	1

2007 Budget



Department/Program:

Executive

Organizational Responsibility:

Township Manager

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
EXECUTIVE	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	327,162.18	302,428.90	250,225.00	248,700.00	220,920.00
FULL TIME SALARIES CSR'S	43,107.91	34,467.74	0.00	0.00	0.00
PART TIME WAGES	17,262.43	17,010.19	33,400.00	30,698.71	25,834.00
OVERTIME	3,394.31	2,796.87	3,200.00	3,743.07	3,200.00
HOSPITALIZATION/LIFE INS	29,801.55	33,591.70	29,865.00	35,258.00	27,822.00
VISION INSURANCE	553.96	536.56	452.00	403.00	326.00
DENTAL INSURANCE	4,515.67	3,995.04	3,336.00	2,870.00	1,935.00
457 CONTRIBUTION	17,740.20	23,401.39	20,671.00	19,079.00	11,206.00
NON UNIFORM PENSION	0.00	0.00	12,671.00	11,939.00	11,206.00
SOCIAL SECURITY/MEDICARE	25,351.76	25,995.91	21,942.00	21,197.00	19,121.00
WORKERS COMPENSATION INSURANCE	711.95	695.39	826.00	866.00	746.00
DISABILITY INSURANCE	3,715.50	3,672.77	3,272.00	2,947.00	3,130.00
OFFICE SUPPLIES	30,097.64	27,256.44	27,000.00	25,000.00	27,000.00
GENERAL OPERATING EXPENSE	14,151.16	10,714.55	21,000.00	16,000.00	18,000.00
VEHICLE FUEL - GASOLINE	2,192.68	2,226.40	2,500.00	2,000.00	2,500.00
IT EXPENSES	76,835.00	160,871.00	170,313.00	170,313.00	90,534.00
OFFICE MACHINE OPERATIONS	2,135.25	3,094.00	10,000.00	7,423.00	7,500.00
MINOR EQUIP & FURNITURE	2,367.27	2,907.79	3,500.00	2,000.00	3,500.00
LEGAL SERVICES	81,480.75	103,752.24	75,000.00	65,000.00	75,000.00
TELEPHONE SERVICES	30,675.18	35,679.13	32,000.00	11,000.00	11,000.00
POSTAGE	38,623.54	19,036.38	40,000.00	25,000.00	22,000.00
CELL PHONES/ PAGERS	-3,966.78	3,386.65	3,000.00	2,500.00	3,000.00
ADVERTISING EXPENSES	13,094.51	18,327.18	30,000.00	16,000.00	5,000.00
DUES, SUBS & MEMS.	14,912.26	7,571.36	12,000.00	14,000.00	22,400.00
MISC CONTRACTED SERVICES	5,668.44	9,553.75	25,000.00	40,000.00	25,000.00
EDUCATION	16,441.23	21,245.01	22,000.00	19,000.00	20,000.00
FUEL INVENTORY	2,285.58	-1,569.49	0.00	0.00	0.00
POSTAGE INVENTORY	-13,602.05	6,878.56	0.00	0.00	0.00
OPERATING CAPITAL					25,000.00
TOTAL	786,709.08	879,523.41	853,173.00	792,936.78	682,880.00

2007 Budget Impact Items:

There are no proposed significant changes in this cost category. There is a reallocation of IT costs associated with Customer Services from Executive to Community Development, as well as the telephone costs have been allocated to the area in which is incurring the costs.

Department/Program:

Executive

Organizational Responsibility:

Township Manager

2006 Achievements:

The most important role this Team can undertake is to help and support the various departments of the Township. One significant role is to provide quality leadership to assure the operations of the Township are in total sync with the vision of the Board of Supervisors. To do that this Team needs to provide high transparency between the operations of the Township and the governing body. The creation of this new budget reporting format, which is a mammoth undertaking itself, is one significant way to enhance that transparency. Within this budget document you will read of the many accomplishments of the departments, and we share in their joy of accomplishment.

Department/Program:

Financial Administration

Organizational Responsibility:

Director of Finance

Financial Administration

Department Description:

The Finance Department is responsible for the overall financial management of the Township. The department supplies support services to all other Township departments consisting of accounting, payroll, accounts payable, accounts receivable, budget preparation, cash management, financial reporting, and billing for selected services including sewer, water, trash, and fees for false alarms.

2007 Goals:

- Implement new utility billing system for sewer, water, and trash
- Begin the process of implementing new financial management software
- Convert all departments to a Program Performance budget

Staffing Levels:

Financial Administration Personnel	2004	2005	2006	2007
No. of Full-Time Employees	5	5	5	5
No. of Part-Time Employees	0	0	0	0

2007 Budget



Department/Program:

Financial Administration

Organizational Responsibility:

Director of Finance

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
FINANCIAL ADMINISTRATION	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	102,555.21	98,828.83	84,472.00	82,598.72	101,635.00
PART TIME WAGES	613.06	7,051.74	0.00	0.00	0.00
OVERTIME	4,438.66	5,192.47	1,000.00	161.01	1,000.00
HOSPITALIZATION/LIFE INS	19,859.12	20,255.90	18,013.00	18,007.00	25,272.00
VISION INSURANCE	340.00	316.76	234.00	233.00	311.00
DENTAL INSURANCE	2,585.24	1,984.76	1,680.00	1,427.00	1,917.00
457 CONTRIBUTION	4,849.88	3,855.14	4,274.00	2,253.00	5,132.00
NON UNIFORM PENSION	0.00	0.00	4,274.00	4,027.00	5,132.00
SOCIAL SECURITY/MEDICARE	8,413.52	8,764.16	6,539.00	5,915.00	7,852.00
WORKERS COMPENSATION INSURANCE	241.62	262.70	255.00	267.00	306.00
DISABILITY INSURANCE	271.29	276.79	279.00	254.00	335.00
GENERAL OPERATING EXPENSE	19,401.23	23,416.35	20,000.00	3,500.00	5,000.00
IT EXPENSES	39,993.00	59,061.00	72,238.00	72,238.00	63,283.00
ACCOUNTING/AUDITING SERV.	24,640.25	23,326.85	24,750.00	30,004.50	24,750.00
TELEPHONE SERVICE	0.00	0.00	0.00	1,080.00	1,200.00
DUES, SUBS & MEMS.	80.00	420.00	500.00	500.00	500.00
EDUCATION	1,447.94	6,404.71	7,000.00	3,500.00	6,500.00
TOTAL	229,730.02	259,418.16	245,508.00	225,965.23	250,125.00

2006 Achievements:

- Assisted in developing a new budget document for the 2007 budget
- Streamlined purchasing procedures for all departments
- Assisted the Golf Course in the implementation of a Program Performance budget
- Developed new monthly summary budget report for Board of Supervisors

Department/Program:

Tax Collection

Organizational Responsibility:

Assistant Township Manager

Tax Collection

Department Description:

This program 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.

It also supports the full time Tax Administrator position whose major duties include the identification, collection and reporting of delinquent Mercantile Business Privilege taxes; researching and reporting on all new businesses to be added to the tax roles, as well as tracking and monitoring collections and assisting in resolving taxpayer reporting and compliance questions and concerns.

2007 Goals:

- Improve compliance through education, information and enforcement
- Increased emphasis and focus on identifying and capturing delinquent EIT
- Enhance information sharing and communications within the organization as well as with associated collectors

Staffing Levels:

Tax Collection Personnel	2004	2005	2006	2007
No. of Full-Time Employees	1	1	1	1
No. of Part-Time Employees	1	1	1	1

Department/Program:

Tax Collection

Organizational Responsibility:

Assistant Township Manager

2007 Budget Requests With History:

GENERAL OPERATING EXPENSE	2004	2005	2006	2006	2007
TAX COLLECTION	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	18,498.32	40,647.54	42,436.00	42,715.00	44,777.00
PART TIME WAGES	9,828.14	0.00	0.00	0.00	0.00
COMMISSION-RE/PC COLLECT	31,898.05	31,271.27	35,000.00	35,000.00	35,000.00
HOSPITALIZATION/LIFE INS	3,244.96	10,796.88	11,273.00	11,271.00	12,346.00
VISION INSURANCE	0.00	119.68	131.00	131.00	134.00
DENTAL INSURANCE	0.00	960.24	1,003.00	852.00	833.00
457 CONTRIBUTION	0.00	1,992.81	2,122.00	1,923.00	2,239.00
NON UNIFORM PENSION	0.00	0.00	2,122.00	1,999.00	2,239.00
SOCIAL SECURITY/MEDICARE	4,607.09	5,651.08	5,924.00	5,508.00	6,103.00
WORKERS COMPENSATION INSURANCE	34.15	89.49	127.00	133.00	134.00
DISABILITY INSURANCE	0.00	90.53	140.00	128.00	139.00
OFFICE SUPPLIES	0.00	106.55	300.00	500.00	500.00
GENERAL OPERATING EXPENSE	3,502.93	3,161.90	3,400.00	3,400.00	4,500.00
IT EXPENSES	0.00	0.00	0.00	0.00	3,704.00
COMM - BUS PRIV/MERCANT	31,253.12	29,718.42	27,000.00	31,500.00	28,350.00
COMM - OCCUP PRIV TAX	4,039.21	4,557.48	3,990.00	12,600.00	12,600.00
COMM - EARNED INC TAX	52,346.52	56,620.61	55,100.00	59,245.00	61,319.00
TELEPHONE SERVICE	0.00	0.00	0.00	0.00	500.00
INSURANCE-BONDS	0.00	0.00	1,500.00	1,665.00	1,800.00
DUES, SUBS & MEMBERSHIPS	0.00	0.00	0.00	0.00	200.00
EDUCATION	0.00	0.00	0.00	0.00	2,900.00
TOTAL	159,252.49	185,784.48	191,568.00	208,570.00	220,317.00

2007 Budget Impact Items:

- Completely separated Tax Collection expenses from Executive budget in 2007 (IT, telephone and education expenses are now incorporated in 2007 Tax Collection budget)
- Increase in EMST commissions paid due to increase in 2006 tax rate from \$10.00 to \$30.00
- **Recommendation for 2007** – consider increase in EMST rate from \$30.00 to \$52.00 should Senate Bill 157 be approved so as to maintain revenues due to anticipated changes in exemption and deduction provisions

2006 Achievements:

- The Tax Administrator identified and collected over \$150,000 in Mercantile/BP taxes (delinquent and those with filing errors) and had those businesses added to the tax roles to enhance future current collections.

Department/Program:

Human Resources

Organizational Responsibility:

Assistant Township Manager

Human Resources

Department Description:

An administrative activity which provides services to management and employees in the business areas of personnel recruiting, employment, group benefits – marketing and administration, wage and salary administration, health & safety, employee relations, EEO, labor relations/negotiations, policy administration, employee communications, training and organizational development, performance measurement, human resource information systems.

2007 Goals:

- Implement Leadership Training for 1st and 2nd level management personnel
- Implement Workplace Behavior Training for all Township personnel
- Complete Administrative Policy Manual
- Assure Safety Committees receive state certification

Staffing Levels:

Human Resources Personnel	2004	2005	2006	2007
No. of Full-Time Employees	2	2	2	2
No. of Part-Time Employees	0	1	1	1

Department/Program:

Human Resources

Organizational Responsibility:
Assistant Township Manager

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
HUMAN RESOURCES	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME WAGES	0.00	0.00	0.00	0.00	60,262.00
PART TIME WAGES	0.00	0.00	0.00	0.00	34,445.00
OVER TIME WAGES	0.00	0.00	0.00	0.00	500.00
HOSPITALIZATION/LIFE INS	0.00	0.00	0.00	0.00	12,936.00
VISION INSURANCE	0.00	0.00	0.00	0.00	162.00
DENTAL INSURANCE	0.00	0.00	0.00	0.00	1,000.00
TWP PORTION OF DEF COMP	0.00	0.00	0.00	0.00	3,038.00
NON UNIFORM PENSION	0.00	0.00	0.00	0.00	3,038.00
SS EXPENDITURE	0.00	0.00	0.00	0.00	7,283.00
WORKERS COMPENSATION INSURANCE	0.00	0.00	0.00	0.00	284.00
DISABILITY INSURANCE	0.00	0.00	0.00	0.00	187.00
GENERAL OPERATION	0.00	0.00	0.00	0.00	7,000.00
IT EXPENSES	0.00	0.00	0.00	0.00	16,729.00
TELEPHONE SERVICE	0.00	0.00	0.00	0.00	500.00
DUES, SUBS & MEMBERSHIPS	0.00	0.00	0.00	0.00	5,000.00
MISC. CONTRACTED SERVICES	0.00	0.00	0.00	0.00	24000.00
EDUCATION	0.00	0.00	0.00	0.00	2,500.00
TOTAL	0.00	0.00	0.00	0.00	178,864.00

2007 Budget Impact Items:

- **Separated HR expenses from Executive budget in 2007**
- Addition of one (1) part-time regular Human Resource generalist, 32 hrs./week
- Establishment of annual HR Training budget

2006 Achievements:

- Implementation of two (2) Health & Safety Committees, along with development of comprehensive manual of policy, procedures, by-laws, forms and other materials to expedite start-up
- Implemented first Township "Wellness Day" for all personnel
- Successfully negotiated with insurance carriers and labor unions to effect change in dental and disability coverage, resulting in a \$25,000 savings

Department/Program:

Information Technology

Organizational Responsibility:Chief Information Officer

Information Technology

Department Description:

The Information Technology (IT) department retains complete or partial budgetary responsibility for all centrally managed and department specific technology equipment, software, and initiatives. This includes everything from typical PCs, servers, web hosting, phones, software, communication equipment, business continuity, and training, to systems for fuel management, fingerprint recognition, meter reading, and physical security systems.

IT's operational responsibilities differ slightly from the budgetary responsibilities. From an operational perspective, IT implements and maintains centrally managed systems for data and voice communication, data storage, non-departmental specific hardware and software systems including most PCs and servers. For department specific and specialized systems, IT's role varies, but typically is more consultative than operational.

IT is organized into 4 major areas of responsibility:

- Desktop Services: PC, telecom, and desktop software related operations.
- Network Services: Account, Server, and Infrastructure related operations.
- Enterprise Applications: Major centralized database application development and operation.
- Project Management: New implementations, often spanning the above three sections.

2007 Goals:

The 2007 Goals for Information Technology are most easily understood when broken into two major categories: Operations and New Initiatives.

Operations: This goal is to provide continuing support for current and dynamic business operations throughout the 2007 year. The major areas of activity for this goal are:

- Maintenance: Both reactive and preventative measures for ensuring business systems operate at a defined or otherwise appropriate service level.
- Operations Management: Monitoring business systems and managing responses to events and requests.

Department/Program: Information Technology
Organizational Responsibility: Chief Information Officer

- **Business Continuity:** Systems and policies designed to continue operations throughout events that would otherwise prohibit operations from continuing, as appropriate for the risk tolerance of the organization.
- **Security:** Systems, polices, and practices for providing access and preventing both malicious and accidental damage to business systems, as appropriate for the risk tolerance of the organization.
- **Ad-Hoc Technical Services:** Planned or on-demand services to departments for technical support or implementation, as well as business process analysis and minor systemic alterations.

New Initiatives:

These major goals represent progress via implementation of updates or new systems:

- **PC Replacement – Reinstatement of the PC Replacement Program.** Extended details available below in “2007 Budget Impact Items”.
- **Server Virtualization – Decreases server maintenance and operations costs.** Extended details available below in “2007 Budget Impact Items”.
- **Microsoft Office 2007 Implementation –** Although this is not a budget impact item, implementation of this update is proposed to be planned with the proposed PC Replacement to enhance productivity and capabilities of this heavily used software.
- **Windows Vista Implementation –** Although this is not a budget impact item, implementation of this initiative to improve productivity, security, and capabilities requires the proposed PC replacement initiative.
- **Utility Billing Software Implementation –** Through a Board of Supervisor’s approved contract in 2006, this initiative which spans the 2006-2007 years and is designed to improve upon the financial and customer service capabilities for sewer, water, and trash service. This initiative will also closely connect billing to operations, such that duplication of effort and data are eliminated in areas such as meter management, work management, customer information, and service information. Note that this goal does not directly impact the IT budget and is proposed as a capital improvement.
- **Parks and Recreation Field Technology –** This proposed initiative updates software, implements time-and-attendance tracking hardware, and replaces aging cash handling and card processing equipment that has reached its end-of-life in the harsh environment presented by an outdoor facility.

2007 Budget



Department/Program:

Information Technology

Organizational Responsibility:

Chief Information Officer

Staffing Levels:

Information Technology Personnel	2004	2005	2006	2007
No. of Full-Time Employees	4	4	4	4
No. of Part-Time Employees	1	1	2	2

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
MGMT INFORMATION SYSTEMS	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	201,412.22	203,083.05	213,162.00	210,200.42	214,951.08
PART TIME WAGES	17,931.20	28,474.09	47,887.00	19,525.00	31,312.00
OVERTIME	0.00	0.00	0.00	225.00	2,200.00
HOSPITALIZATION/LIFE INS	29,249.81	29,773.32	42,322.00	36,999.00	39,625.67
VISION INSURANCE	322.91	343.52	523.00	337.00	462.00
DENTAL INSURANCE	2,129.96	2,291.04	4,012.00	2,341.00	2,738.00
457 CONTRIBUTION	7,809.20	7,885.18	10,728.00	5,881.00	10,857.55
NON UNIFORM PENSION	0.00	0.00	10,728.00	10,108.00	10,857.55
SOCIAL SECURITY/MEDICARE	17,278.38	18,244.45	20,077.00	15,864.00	19,007.43
WORKERS COMPENSATION INSURANCE	462.80	540.13	783.00	821.00	741.22
DISABILITY INSURANCE	533.94	520.68	704.00	615.00	666.35
SUPPLIES	8,225.99	5,181.35	7,000.00	4,963.00	7,000.00
MISC OPERATIONS	218,740.59	208,624.34	157,950.00	182,852.00	201,171.90
IT EXPENSES REIMBURSED	-437,280.00	-753,253.00	-797,165.00	-797,165.00	-830,303.02
MAINTENANCE & REPAIRS	130,145.18	121,261.27	238,339.00	238,339.00	215,012.27
PROFESSIONAL SERVICES	54,933.51	33,978.75	33,200.00	23,960.90	56,300.00
CELL PHONES / PAGERS	10.60	0.00	0.00	3,600.00	3,200.00
EDUCATION	17,117.04	18,017.06	9,750.00	0.00	14,200.00
TOTAL	269,023.33	-75,034.77	0.00	-40,533.68	0.00

Department/Program:

Information Technology

Organizational Responsibility:

Chief Information Officer

2007 Budget Impact Items:

- **2007 Budget Allocations**

The 2007 Proposed IT budget is made up of three major components: Maintenance, Labor, and Operations. See figure IT-1.

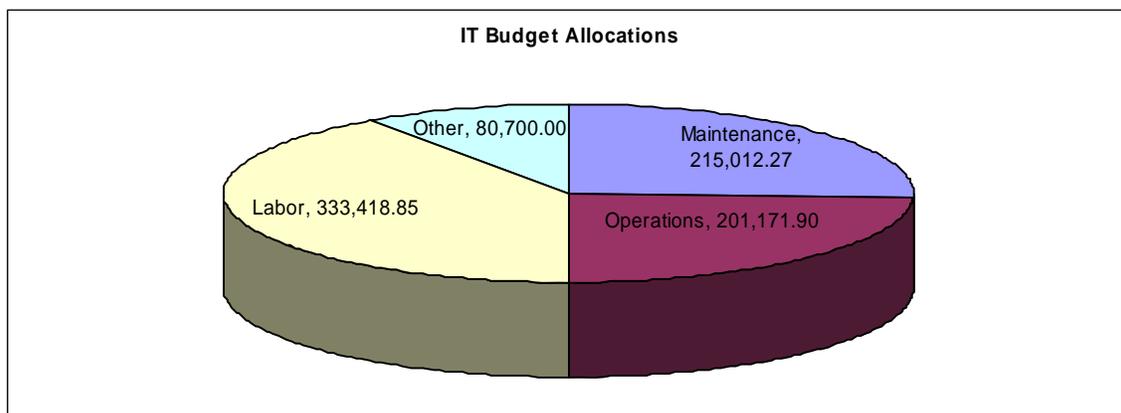


Figure IT- 1

The 2007 Proposed Maintenance Budget is allocated largely among maintenance contracts for hardware, infrastructure, standard applications such as Microsoft Word, enterprise applications such as Hansen, and specialized and department-specific applications. These components are allocated as shown in figure IT-2.

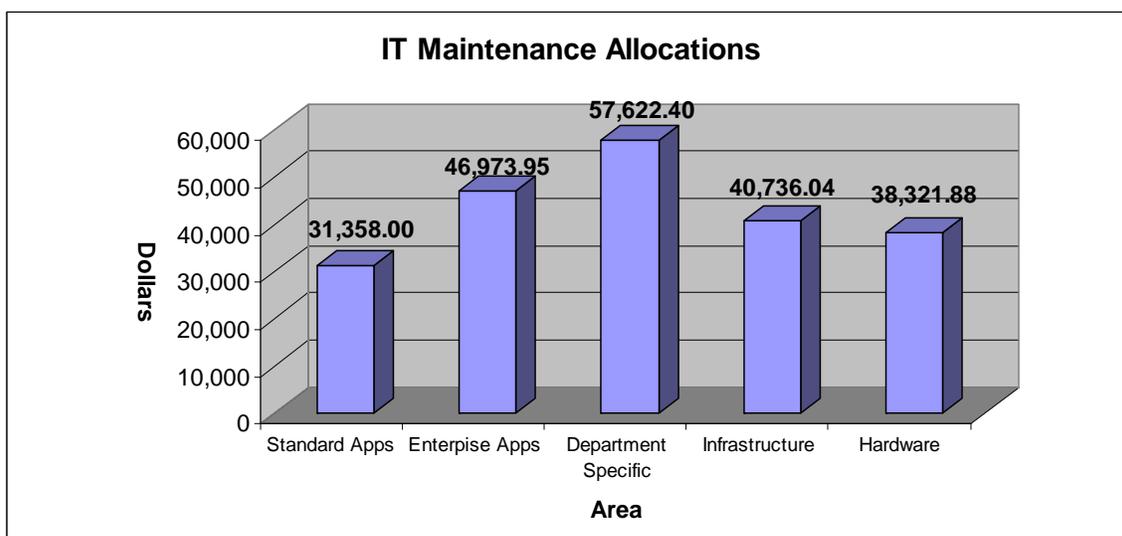


Figure IT- 2

Department/Program:

Information Technology

Organizational Responsibility:

Chief Information Officer

The 2007 Proposed Operations Budget is allocated among a number of initiatives that largely make-up the impact items for 2007. These impact items include PC Replacement, Server Virtualization, and Parks and Recreation Field Technology. These items will be discussed in more detail later in this section. Also included are Additional User Hardware and Licensing, Server Replacement, and other expenses. These components are allocated as shown in figure IT-3.

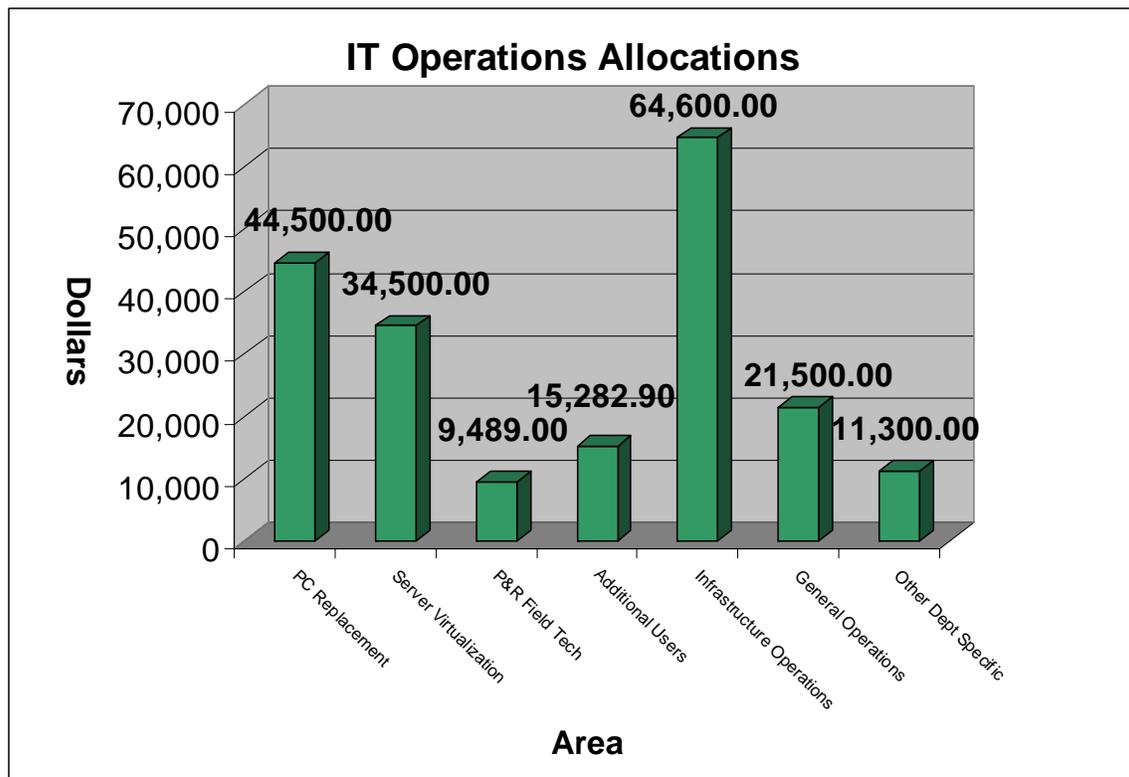


Figure IT- 3

- 2007 Budget Costing**

The astute reader will notice that the overall IT budget is \$0.00. This is possible because all IT costs are allocated back to the departments to provide services to Cranberry Township customers.

These costs are allocated back to each department based on the actual use of services in two categories. The first category, direct distribution, charges department specific systems and activities to the appropriate department. The second category, allocated costs, charges costs from centrally shared systems and resources back to the department based on

Department/Program:

Information Technology

Organizational Responsibility:

Chief Information Officer

each department's proportional use of those systems. The allocation of these costs for each department are seen in figure IT-4.

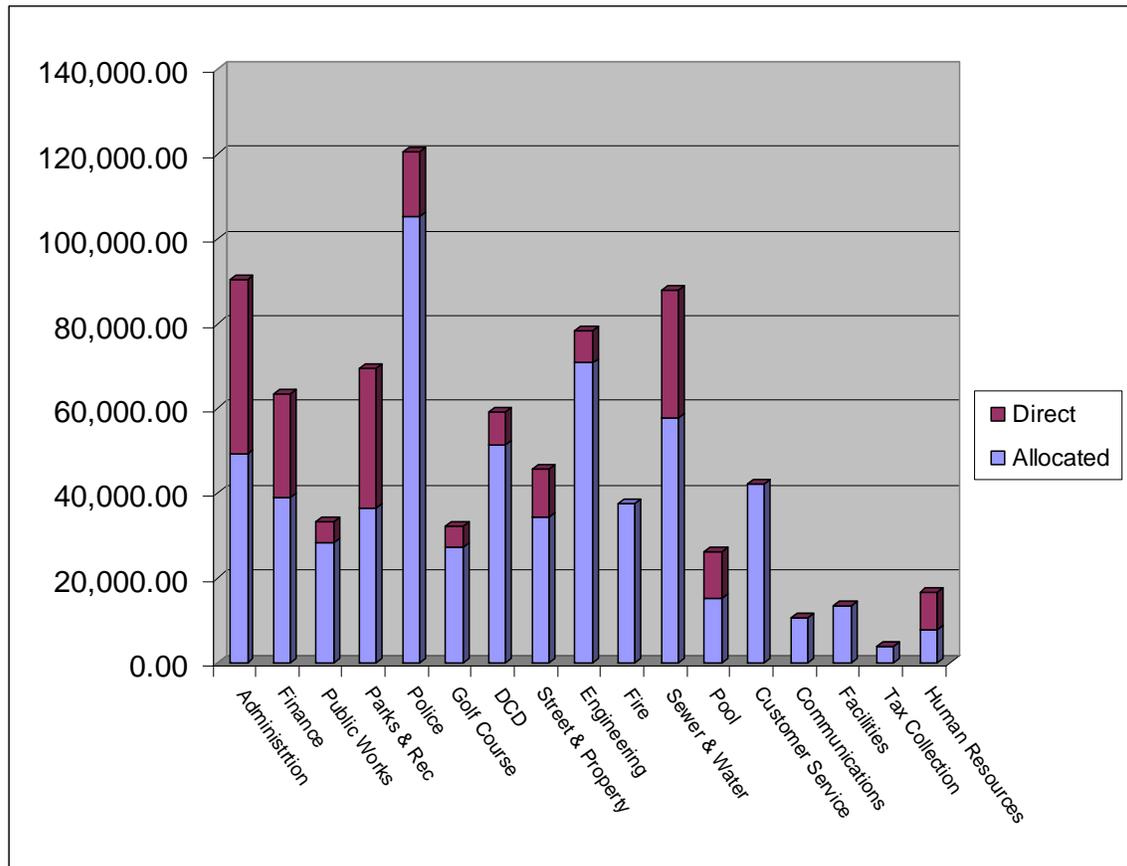


Figure IT- 4

An example of the allocation method described above would be PC Services. IT provides numerous services to support the Township's PCs. Many of these services are not specific to any PC, user, or department, but rather centrally affect all the PCs. These costs would be totaled and then distributed to each department, on the basis of the number of PCs each department operates. Other systems may be allocated on other bases, such as license count, actual usage, and so on.

It is important to note that the IT costs appear in two places. This means that a change in the IT cost will appear in the IT budget *and* in each department. This information *should not be read twice*. For example, it may be tempting to ignore the zero balance in the IT budget and read an increase or decrease in the IT expenses and then also read

Department/Program: Information Technology
 Organizational Responsibility: Chief Information Officer

increases/decreases in each department with IT expenses included. *To do this would be to double the effect of any increase or decrease.*

2007 Budget Impacts:

Figure IT-5 shows the respective impact of each IT line item on the overall IT budget. The total budget request for 2007 represents a 3.0% increase over 2006, neglecting the cost of the proposed re-implementation of the PC replacement program (discussed below).

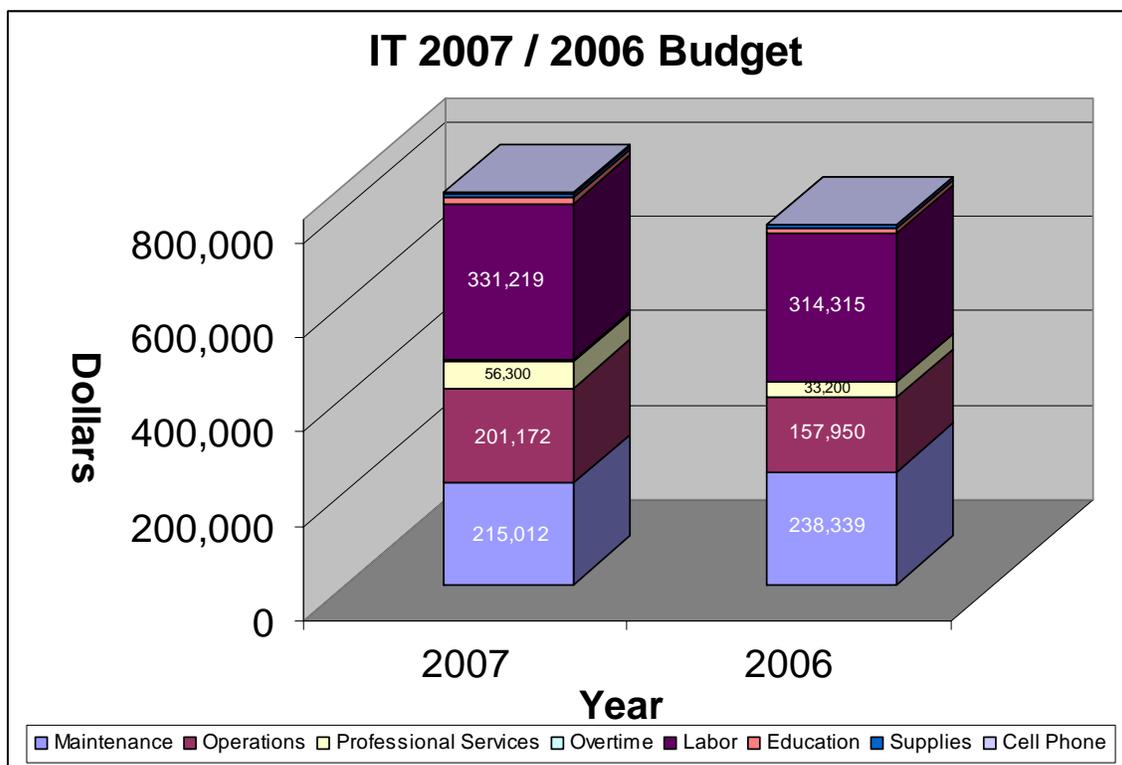


Figure IT- 5

- **PC Replacement**

In 2007 the average age of Township PCs will be 5 years old. The reinstatement of the PC Replacement Program is proposed to enhance productivity and lower maintenance costs. In the years 2006, 2005, and most of 2004 in an effort to reduce costs and achieve the longest possible life from the organization's centrally managed PCs the Township had virtually no PC replacements.

By comparison, industry analysts and recommendations state that a PC

Department/Program:

Information Technology

Organizational Responsibility:

Chief Information Officer

older than 3 years typically begins to cost more in terms of maintenance and lost productivity than replacing the unit. As a result, the reinstatement of the PC replacement program is proposed to enhance productivity. It is also important to note that while this replacement represents all centrally managed PCs, it only represents about two-thirds of the Township's overall PCs.

The 2007 proposed budget implements a three year internal lease-back of the equipment to the Township. That is, the cost budgeted is one-third of the overall costs. The remaining costs will be amortized over years two and three. Such a three year life and amortization schedule is the generally accepted duration for IT hardware.

An alternative approach often suggested is to actually refresh PC hardware on a rolling schedule, replacing one-third each year. The primary merit of such an approach is to spread the costs over three years. Since this same goal is being accomplished through a financial instrument, that same merit is achieved in the single-replacement scenario as well.

Additionally, a single replacement scenario will allow the Township to achieve the economies of scale of a single deployment, thus reducing costs. Finally, the PC replacement program will ensure all Township staff remain on the same platform, ensuring higher productivity and lower maintenance costs than operating and maintaining disparate platforms.

- **Server Virtualization**

This proposed initiative implements a technology used to “virtualize” server hardware. In a traditional scenario, each server operating system (OS) operates in a “bare-metal” fashion, with the OS directly on top of the hardware. Best practices in IT dictate that only one server application shall be installed into each OS. This means that each server application requires a physical server, even if the physical server is severely underutilized by the application.

Department/Program:

Information Technology

Organizational Responsibility:

Chief Information Officer

Server virtualization is a somewhat new, but now well-accepted method to address the underutilization of equipment. By creating multiple virtual servers out of one physical server, multiple OSs and applications can be installed onto one piece of hardware. These applications which independently might underutilize the equipment may now share the resources to attain a much higher utilization. Additionally, business continuity capabilities are enhanced with the ability to quickly re-provision virtual servers to replacement hardware. The result of server virtualization is decreased costs through lower server acquisition costs, maintenance costs, and other costs.

A depiction of how virtualization impacts costs may be seen in figure IT-6 on the following page.

Department/Program:

Information Technology

Organizational Responsibility:

Chief Information Officer

CONFIGURATION ASSUMPTIONS:		2-cpu	
Virtual Machines per processor		3	
Number of 2cpu Servers Virtualized		5	
TOTAL Number of workloads:		24	

1-year TCO	*Existing Physical	**Virtualized	Savings
Total Number of servers	18	4	14
Server Acquisition	\$ 104,400	\$ 23,200	\$ 81,200
Network Acquisition	\$ 14,400	\$ 1,600	\$ 12,800
Virtualization licenses	\$ -	\$ 21,000	\$ (21,000)
Training	\$ -	\$ 5,990	\$ (5,990)
Consulting	\$ -	\$ 17,200	\$ (17,200)
Power + Cooling Cost	\$ 13,608	\$ 3,024	\$ 10,584
HW Maintenance Costs	\$ 4,320	\$ 960	\$ 3,360
SW Maintenance Costs	\$ 24,192	\$ 34,442	\$ (8,250)
Floor Space Cost	\$ 2,592	\$ 576	\$ 2,016
Network Maintenance	\$ 2,604	\$ 1,092	\$ 1,512
1-year TCO	\$ 166,116	\$ 107,084	\$ 59,032
Acquisition Cost	\$ -	\$ 44,190	\$ (44,190)
Annual Reoccurring Cost	\$ 82,116	\$ 38,094	\$ 44,022

COST ASSUMPTIONS:	
Virtualization License	\$ 4,000
2cpu Software Support and Subscription	\$ 1,750
Virtualization Management Server	\$ 5,000
Management Server Support and Subscription	\$ 1,250
Per server cost	\$ 5,800
Monthly Power + Cooling Cost per Server	\$ 63
Monthly HW Maintenance Costs per Server	\$ 20
Monthly SW Maintenance Costs per Server	\$ 112
Floor Space Cost per Server	\$ 12
Sys admin weighted cost per hour	55
GbE uplink	400
GbE downlink	250
per cable	8
Switch reconfig	30
Monthly networking support***	9

* Assumes 1/3 server refresh
 **Assumes net new hardware acquisition
 ***Assumes switch reconfig 2 times a year per server

Figure IT- 6

Department/Program:

Information Technology

Organizational Responsibility:

Chief Information Officer

- **Parks and Recreation Field Technology**

This proposed initiative replaces malfunctioning waterpark point-of-sale and card handling equipment. It also adds field time-and-attendance management capabilities for operations at the Community Park by installing an electronic time-and-attendance clock.

2006 Achievements:

- **Hansen Version 7 to Version 8 Migration**

This major undertaking involved a complete application makeover of the Hansen application utilized by the Township for most Township operations. This project, budgeted at \$250,000, involved some major steps:

- Conversion of all V7 data.
- Review of all business processes handled by the Hansen software.
- Update of business rules handled by the Hansen software.
- Creation of data driven reports.
- User requirement gathering.
- Significant IT and End-User training.

Some of the benefits of this completed project are:

- Access to additional analytical information for better monitoring and decision making.
- Increased ease-of-use for enhanced productivity.
- Increased configuration capabilities for a tighter fit with Township business processes and enablement of new processes.

This project was completed in 2006 and delivered over \$100,000 below budget.

- **Police Livescan System Implementation**

This initiative implements a system for live scanning of fingerprints and facial recognition for comparison of criminal suspects against national criminal databases.

- **Police Vehicle Data Connectivity**

This initiative implements new data connectivity for police vehicles. It allows in-vehicle laptops to now access Township public safety databases as well as other Township information for within the vehicle.

Department/Program:

Information Technology

Organizational Responsibility:

Chief Information Officer

- **Backup System Update**

This initiative increased the capacity of the tape backup system to meet the needs of the Township's data storage. Additional measures added a disk-based backup solution to increase the speed-to-tape of data, allowing information to be stored during off-peak hours. This project allows the Township to retain business continuity in the any number of events related hardware failure, malicious act, accidental user-error, or other event that might destroy data.

- **Microsoft Exchange/Outlook Implementation**

This initiative replaced the Lotus Notes/Domino product with the Exchange/Outlook products. These products allow for increased integration with several other Township business tools while providing a more productive interface for users.

- **IT Documentation**

While not typically seen as a particularly exciting aspect of any operation, effective documentation is critical to maintaining high productivity levels and business continuity. In 2006, IT undertook an initiative to comprehensively document all major IT systems. Now completed, this documentation serves as a reference point for both maintenance operations and recovery scenarios.

- **Operations Management Software Implementation**

This initiative completed the implementation of software to monitor the most critical of the hundreds of systems under IT's management. This system alerts IT to anomalous conditions, allowing proactive responses before issues affect worker productivity and immediate response in the event of a equipment or system failure.

- **Pre-Treatment Process Implementation**

Through consultation with the Township's new Pre-Treatment Coordinator, process design and analysis was completed for utilizing the Hansen software in the creation of an information management solution.

Department/Program:

Community Services

Organizational Responsibility:

Township Manager

Community Services

Department Description:

This budget supports the overall communication needs of the Township, including contract services and printing services.

2007 Goals:

- Additional opportunities for community interaction with policy makers
- Enhanced means to provide timely information to the community

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
COMMUNITY SERVICES	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
COMMUNICATION - PRINTING	1,117.00	4,333.52	27,000.00	16,220.00	27,000.00
CONTRACTED SERVICES	25,110.00	26,550.00	27,000.00	25,740.00	27,000.00
CONTRIBUTION TO VAAC	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
COMMUNICATION SERVICES	72,282.28	70,163.51	71,000.00	72,760.00	72,000.00
TOTAL	106,009.28	108,547.03	132,500.00	122,220.00	133,500.00

2007 Budget Impact Items:

No significant increases in costs anticipated

2006 Achievements:

- Implemented e-mail news services
- Implemented enhanced calendaring program for the website
- Implemented additional communication activities, including more awareness of important issues facing the community and the Neighborhood Walks.

Department/Program: Insurance Expenses
 Organizational Responsibility: Assistant Township Manager

Insurance Expenses

Department Description:

This program includes the majority of insurance expenses related to protecting the Township's assets and business practices and operations. Also included are Management/Investment service fees for the Non-uniformed Pension Plan, as well as the UPMC Employee Assistance Program (EAP) expenses.

2007 Goals:

- Reduce losses per safety committees and risk management practices
- Continue to protect Township assets by maintaining competitively priced and comprehensive insurance coverage.

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
INSURANCE EXPENSES	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
PENSION EXPENSES	25,804.80	36,945.84	26,000.00	26,000.00	21,000.00
NON-UNIFORM PENSION	345,036.49	226,906.10	0.00	0.00	0.00
UNEMP COMP INSURANCE	46,146.95	45,253.01	46,000.00	45,500.00	46,000.00
PACKAGE POLICY	112,599.00	130,244.00	144,000.00	131,500.00	139,400.00
UMBRELLA POLICY-LIABILITY	15,731.00	11,944.00	14,000.00	6,489.00	6,900.00
PUBLIC OFFICIALS LIAB.	2,252.00	13,159.00	16,000.00	13,169.00	15,150.00
DISABILITY INSURANCE	0.00	3,385.59	0.00	0.00	0.00
EAP PROGRAM	3,150.00	3,600.00	3,600.00	3,600.00	4,000.00
TOTAL	550,720.24	471,437.54	249,600.00	226,258.00	232,450.00

2007 Budget Impact Items:

- Reduction in pension expenses due to change in Trustee and consolidation of fees.
- Umbrella policy premium split 50% Gen Fund / 50% S&W Fund
- Anticipate increased utilization of EAP program due to better promotion

2006 Achievements:

- Reviewed and "shopped" comparable coverage for 2006 resulting in minimal premium increase.

Department/Program: Engineering
Organizational Responsibility: Manager, Engineering

Engineering

Department Description:

The Engineering Department provides engineering support to all Township departments. The Department provides support in plan design, preparation, bids, specifications and construction management for new Township assets and infrastructure. The Department is responsible for managing and coordinating all consulting engineering services provided to the Township as well as managing federal and state permit requirements and environmental programs of the Township. The Department is also responsible for engineering review of new development projects being managed by the Department of Community Development including inspection services. GIS and CAD services are also provided to all departments.

2007 Goals:

- Continue to manage the design and construction of the following projects for recommendation to the Board:
 - Graham Park
 - Northwest Connector
 - Ehrman Road Extension
 - Odor Control System for the Brush Creek Treatment Plant
- Prepare a strategic Geographic Information System (GIS) Plan for recommendation and approval and begin implementation.

Staffing Levels:

Engineering Personnel	2004	2005	2006	2007
No. of Full-Time Employees	6	6	7	6
No. of Part-Time Employees	5	7	4	5

2007 Budget



Department/Program:

Engineering

Organizational Responsibility:

Manager, Engineering

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
ENGINEERING	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	160,228.76	155,036.78	148,225.00	145,696.43	118,444.00
PART TIME WAGES	26,320.54	9,172.11	15,000.00	12,500.00	15,000.00
OVERTIME	585.06	47.64	500.00	0.00	500.00
HOSPITALIZATION/LIFE INS	21,294.45	27,216.41	33,730.00	29,611.00	28,851.00
VISION INSURANCE	417.68	504.64	395.00	358.00	331.00
DENTAL INSURANCE	2,216.65	3,514.12	3,012.00	2,303.00	2,044.00
457 CONTRIBUTION	5,549.25	7,573.96	7,436.00	5,739.00	5,948.00
NON UNIFORM PENSION	0.00	0.00	7,436.00	7,007.00	5,948.00
SOCIAL SECURITY/MEDICARE	14,516.82	13,146.13	12,525.00	11,608.00	10,247.00
WORKERS COMPENSATION INSURANCE	1,087.37	1,195.64	1,170.00	1,227.00	977.00
DISABILITY INSURANCE	482.57	410.44	490.00	365.00	368.00
GENERAL OPERATING EXPENSE	14,345.84	10,368.86	15,000.00	12,000.00	17,500.00
VEHICLE FUEL - GASOLINE	619.90	1,261.96	1,200.00	1,800.00	2,000.00
SAFETY EQUIPMENT	471.85	326.65	500.00	450.00	500.00
IT EXPENSES	34,900.00	83,315.00	48,188.00	48,188.00	78,312.00
MINOR EQUIPMENT	847.37	2,546.02	3,000.00	2,800.00	4,500.00
CONSULTING ENGINEER	102,425.95	53,861.54	77,500.00	35,000.00	77,500.00
LEGAL FEES	501.00	162.00	2,000.00	0.00	2,000.00
TELEPHONE SERVICE	0.00	0.00	0.00	1,311.00	1,440.00
CELLULAR TELEPHONES, PAGERS	1,898.60	2,108.78	2,500.00	1,800.00	2,500.00
DUES AND SUBSCRIPTIONS	613.21	1,300.00	1,500.00	1,450.00	1,500.00
MISC. CONTRACTED SERVICES	4,687.83	1,013.58	5,000.00	6,200.00	7,500.00
EDUCATION	4,073.44	2,824.54	10,000.00	8,500.00	12,500.00
TOTAL	398,084.14	376,906.80	396,307.00	335,913.43	396,410.00

Budget Impact Items:

There are no anticipated significant budget impact items for the 2007 engineering budget.

2006 Achievements:

- Design and construction management of Public Safety Fire Training Tower
- Continuing design management of Graham Park
- Design/Construction Management for Route 19/Rochester Road intersection

Department/Program:

Engineering

Organizational Responsibility:

Manager, Engineering

- Managed award and administration 25 competitive bids
- Construction Management for Primary Clarifier Rehabilitation at the Brush Creek Water Pollution Control Facility
- Completed design and construction management for the Fernway infrastructure rehabilitation program
- Design management for Brush Creek Water Pollution Control Facility Odor Control System
- Managed the design and rehabilitation of interceptor No. 7
- Supervisor of GIS services began work in late 2006 and is in the process of evaluating the existing GIS system..

Department/Program: Government Buildings and Property
Organizational Responsibility: Director of Public Works

Public Works

Government Buildings and Property

Department Description:

Facilities Management is responsible for the management and maintenance of all Municipal buildings, grounds and equipment (with the exception of parks maintenance). This activity includes development, administration and management of all contracts and services related to the facilities and ensuring they are performed to established goals and specifications.

2007 Goals:

- Develop and implement an energy management plan with a target of 20% - 25% reduction in electric and natural gas consumption.
- Replace the ceiling and redesign the lighting in Council Chambers.
- Landscape and cosmetically improve the space along the rear entrance to the municipal building. Pressure wash and repaint the exterior EFIS on the side by the Children’s library from the back wall to the front entrance doors.
- Repaint and repair the original Public Works garage.

Staffing Levels:

Public Works Personnel- Govt Bldgs and Properties	2004	2005	2006	2007
No. of Full-Time Employees	2	2	2	2
No. of Part-Time Employees	0	1	1	1

2007 Budget



Department/Program: Government Buildings and Property
 Organizational Responsibility: Director of Public Works

2007 Budget Requests With History:

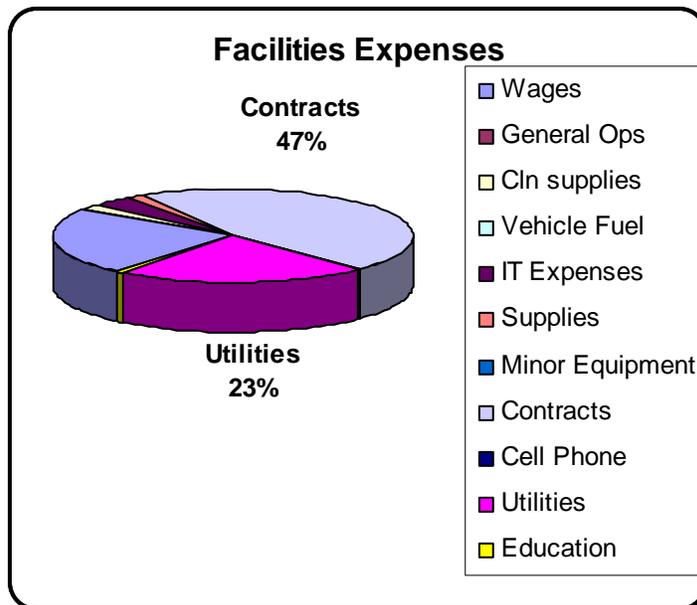
General Fund	2004	2005	2006	2006	2007
Govt. Building and Property	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	75,367.89	83,452.30	84,678.00	85,426.22	81,559.00
PART TIME WAGES	4,310.64	5,048.04	7,680.00	5,500.00	6,000.00
OVERTIME	1,496.48	2,408.42	1,200.00	1,000.00	1,200.00
HOSPITALIZATION/LIFE INS	14,279.15	7,332.68	2,223.00	2,449.44	2,120.00
VISION INSURANCE	201.50	119.68	131.00	131.00	121.00
DENTAL INSURANCE	1,850.24	960.24	1,003.00	852.00	750.00
457 CONTRIBUTION	1,719.78	1,825.53	4,294.00	1,627.00	4,229.00
NON UNIFORM PENSION	0.00	0.00	4,294.00	4,046.00	4,229.00
SOCIAL SECURITY/MEDICARE	6,411.68	6,952.88	7,157.00	6,519.00	6,929.00
WORKERS COMPENSATION INSURANCE	3,552.16	3,996.61	5,320.00	5,579.00	5,150.00
DISABILITY INSURANCE	215.19	221.64	280.00	256.00	266.00
FURNITURE	0.00	208.00	500.00	0.00	0.00
GENERAL OPERATING EXPENSE	1,676.10	863.59	1,200.00	5,750.00	1,200.00
CLN SUPPLIES	5,460.90	11,125.79	8,500.00	10,060.00	8,000.00
VEHICLE FUEL - GAS	266.62	625.34	800.00	1,240.00	800.00
SAFETY EQUIPMENT	0.00	15.70	250.00	90.00	50.00
IT EXPENSES	18,430.00	39,762.00	25,818.00	25,818.00	13,520.00
MAINT. & REPAIR SUPPLIES	5,162.62	7,761.67	6,000.00	5,790.00	6,000.00
MINOR EQUIP & FURNITURE	1,133.45	3,386.09	2,500.00	100.00	1,000.00
FIRE MONITOR SERVICE	1,003.65	422.55	0.00	0.00	0.00
CELL PHONES & PAGERS	1,650.93	1,181.55	1,200.00	1,200.00	1,200.00
ELECTRIC SERVICE	47,544.56	86,980.38	84,000.00	80,000.00	120,000.00
GAS SERVICE	30,888.31	45,713.28	40,000.00	55,000.00	55,000.00
SEWER SERVICE	843.80	3,220.10	3,000.00	3,163.00	3,600.00
WATER SERVICES	3,604.86	3,439.50	3,500.00	9,200.00	7,800.00
GARBAGE & REFUSE	3,419.50	2,480.00	2,600.00	4,100.00	2,680.00
MAINT AND SUPPLIES	14,431.78	38,218.24	41,000.00	72,000.00	36,700.00
MISC. CONTRACTED SERVICES	103,873.24	93,285.86	85,000.00	84,100.00	93,350.00
EDUCATION	1,159.00	2,828.45	3,000.00	750.00	2,000.00
Total	349,954.03	453,836.11	427,128.00	471,746.66	465,453.00

Department/Program: Government Buildings and Property
 Organizational Responsibility: Director of Public Works

2007 Budget Impact Items:

- 40% Increased electricity bills
- Multiple year contracted services

Percent of total Budget



2006 Achievements:

- Completed renovations on the Municipal building public restroom facilities bringing them into compliance with the ANSI code requirements for handicap access
- Completed the integration of Municipal Center lighting into the access control system to increased energy efficiencies
- Completed the first phase of the water park digital control package for the pool water heaters. This system will provide precise control over the heat pumps and will dramatically reduce electrical consumption while keeping the water temperature balanced. As newly developed product, the Township was successful in negotiating with the manufacturer to supply and install the complete package at no cost as a beta test. The package,

Department/Program: Government Buildings and Property
Organizational Responsibility: Director of Public Works

when completed, includes the installation of wireless water temperature display boards so visitors can see water temperature.

- Resolved a long term ongoing HVAC problem in the administration offices resulting in energy efficiencies as space heaters in winter and open windows in summer are no longer necessary
- Installed new A/C units in both Public Works and Municipal Building server rooms. Both facilities had out grown their original capacity and could no longer safely protect the network computers in house purchase and installation resulted in efficiency of over \$9,000

Department/Program:

Public Works/ General

Organizational Responsibility:

Director of Public Works

General

Department Description:

Provides oversight and asset management for all Public Works operations including maintenance of fleet.

2007 Goals:

- To conduct preventive maintenance on vehicles to reduce the number of unexpected repairs.
- Introduce a smoother and quicker entry of work orders and service request
- Recommending the addition of a full time mechanic in the 2007 budget to bring operations in line with recognized standards. Nationally recognized standards were developed by the American Public Works Association (APWA) to help communities determine appropriate staffing levels for fleet maintenance. This standard is developed using a formula which measures industry accepted maintenance requirements by vehicle and equipment classification. Our Vehicle Equivalent Rating is 3.4 mechanics based on this national standard. Currently we have 2.5 mechanics.
- Hire part time data entry clerk to assist in the entry/completion of work orders so mechanics can be more productive on mechanical tasks and spend less time on data entry

Staffing Levels:

Public Works Personnel- General	2004	2005	2006	2007
No. of Full-Time Employees	5	5	5	6
No. of Part-Time Employees	1	2	2	2

2007 Budget



Department/Program:

Public Works/ General

Organizational Responsibility:

Director of Public Works

2007 Budget Requests With History:

Public Works	2004	2005	2006	2006	2007
General	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	204,865.47	206,083.87	196,567.00	194,260.00	200,989.00
PART TIME WAGES	12,384.22	20,740.57	26,000.00	31,000.00	29,412.00
OVERTIME	5,711.40	1,601.33	3,300.00	1,500.00	3,000.00
HOSPITALIZATION/LIFE INS	57,259.57	52,159.31	39,969.00	39,931.00	42,822.00
VISION INSURANCE	574.08	540.08	489.00	488.00	496.00
DENTAL INSURANCE	3,340.18	3,499.80	3,656.00	3,322.00	2,995.00
457 CONTRIBUTION	10,304.90	10,052.17	10,511.00	9,713.00	10,415.00
NON UNIFORM PENSION	0.00	0.00	10,511.00	9,713.00	10,415.00
SOCIAL SECURITY/MEDICARE	17,876.13	18,204.94	18,070.00	17,347.00	18,185.00
WORKERS COMPENSATION INSURANCE	9,634.22	9,902.90	13,431.00	14,084.00	13,517.00
DISABILITY INSURANCE	564.48	637.20	683.00	591.00	635.00
OFFICE SUPPLIES	213.86	1,190.93	3,000.00	1,790.00	2,750.00
FURNITURE	0.00	524.50	1,000.00	850.00	750.00
GENERAL OPERATING EXPENSE	4,629.52	3,348.48	4,000.00	2,373.00	3,750.00
CLEANING SUPPLIES	1,087.02	1,180.76	1,600.00	2,139.00	2,200.00
GASOLINE	29,625.20	38,503.52	33,000.00	37,874.00	39,000.00
UNIFORMS & CLOTHING	11,387.48	11,613.13	12,500.00	8,110.00	12,500.00
SAFETY EQUIPMENT	243.03	232.80	500.00	250.00	500.00
IT EXPENSES	30,445.00	87,840.00	67,687.00	67,687.00	78,954.00
GROUNDS - MAINTANCE & REPARI	123.66	-359.67	800.00	208.00	800.00
VEHICLE REPAIR	87,626.12	85,220.07	79,000.00	78,359.00	80,710.00
MINOR EQUIP & SUPPLIES	16,480.83	14,458.28	16,000.00	15,250.00	20,000.00
TELEPHONE SERVICES	1,114.03	1,763.63	1,900.00	2,712.00	2,800.00
RADIO EQUIPMENT AND REPAIRS	2,969.15	1,601.18	5,000.00	4,500.00	0.00
CELLULAR TELEPHONE , PAGERS	1,376.44	2,531.89	5,750.00	1,278.00	1,300.00
ELECTRIC SERVICE	24,512.21	28,297.17	30,000.00	25,500.00	27,000.00
GAS SERVICE	21,585.24	25,744.25	23,000.00	22,500.00	20,000.00
SEWER SERVICE	212.41	3,601.66	4,200.00	3,550.00	2,600.00
WATER SERVICE	348.59	2,223.70	2,600.00	2,850.00	1,900.00
GARBAGE & REFUSE	2,312.00	2,480.00	2,800.00	2,852.00	2,900.00
BUILDING MAINT/REPAIRS	14,615.18	8,062.34	10,000.00	9,200.00	14,000.00
DUES & SUBSCRIPTIONS	0.00	590.00	1,000.00	374.00	500.00
CONTRACTED SERVICES	25,645.18	38,697.47	40,000.00	34,500.00	35,000.00
EDUCATION	4,088.09	2,095.59	6,000.00	2,300.00	4,000.00
Total	603,154.89	684,863.85	674,524.00	648,955.00	686,795.00

Department/Program:

Public Works/ General

Organizational Responsibility:

Director of Public Works

2007 Budget Impact Items:

- Material costs have increased dramatically on items such as stone, asphalt and concrete.
- Increased cost of diesel fuel and gasoline

2006 Achievements:

- Rebuilt 1979 Mack, replaced cab, added air conditioning, replaced the bed and repainted.

Department/Program:

Public Works/ Snow Removal

Organizational Responsibility:
Director of Public Works

Snow Removal

Department Description:

The Public Works Department performs snow removal and de-icing operations on 106 centerline miles of township roads including over 236 cal-de-sacs and all facilities parking lots.

2007 Goals:

- Install and program automated spreaders in all the remaining snow removal vehicles capable utilizing of the technology.
- Set and manage the salt and anti skid application rates.
- Increase education of operators in snow removal operations from 8 to 16 hours.

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
PUBLIC WORKS SNOW REMOVAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	37,490.08	36,366.43	37,096.00	32,500.00	33,523.00
PART TIME WAGES	0.00	0.00	1,000.00	0.00	1,000.00
OVERTIME	42,324.64	49,791.29	50,000.00	43,500.00	50,000.00
457 CONTRIBUTION	3,757.05	4,094.17	4,405.00	0.00	4,260.00
SOCIAL SECURITY/MEDICARE	6,393.19	6,904.22	6,740.00	0.00	6,792.00
SUPPLIES & EQUIPMENT	14,630.05	22,646.91	20,000.00	17,500.00	25,000.00
ANTI-SKID MATERIAL &SALT	137,081.97	180,302.62	225,000.00	209,000.00	240,000.00
MAINTENANCE REPAIR AND SUPPLIE	0.00	0.00	0.00	0.00	0.00
EQUIP REPAIR	2,566.79	6,534.79	8,000.00	7,500.00	8,000.00
CONTRACTED SERVICES	0.00	130.20	5,000.00	1,500.00	3,000.00
EDUCATION	3,036.79	2,177.49	6,000.00	1,750.00	3,000.00
TOTAL	247,280.56	308,948.12	363,241.00	313,250.00	374,575.00

2007 Budget Impact Items:

- Salt prices are estimated to increase up to 4 dollars a ton. This could result in an increase of \$16,000 to the material purchase.

Department/Program:

Public Works/ Snow Removal

Organizational Responsibility:

Director of Public Works

2006 Achievements:

- Finished construction of the concrete containment system for the magnesium chloride tank.

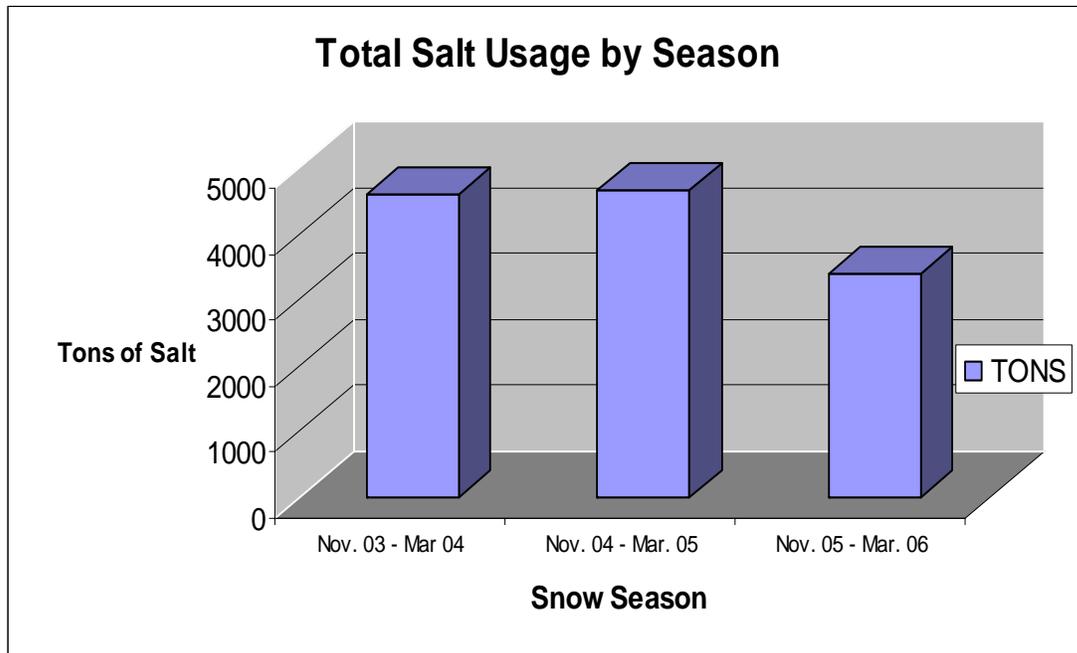


Department/Program:

Public Works/ Snow Removal

Organizational Responsibility:

Director of Public Works



Department/Program: Traffic Signals and Communication
Organizational Responsibility: Director of Public Works

Traffic Signals and Communication

Department Description:

The Traffic Signal and Communications Division Performs maintenance operations on 32- traffic signals, 2- school zones flasher and all other electronic traffic control devises; as well as, over 10 miles of fiber optic plant utilized for Township communications and traffic control. The Division also assists in all electrical issues with the Township's facilities.

2007 Goals:

- Education and utilization of our first camera system utilized for vehicle detection purposes.

Staffing Levels:

Public Works Personnel- Traffic Signals and Communication	2004	2005	2006	2007
No. of Full-Time Employees	1	1	1	1
No. of Part-Time Employees	0	0	0	0

Department/Program: Traffic Signals and Communication
 Organizational Responsibility: Director of Public Works

2007 Budget Requests With History:

General	2004	2005	2006	2006	2007
Public Works Traffic Signals & Communication	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	43,815.51	45,299.42	45,037.00	46,142.94	46,222.00
PART TIME WAGES	0.00	0.00	0.00	0.00	0.00
OVERTIME	12,932.74	13,257.59	10,000.00	13,000.00	12,000.00
HOSPITALIZATION/LIFE INS	15,111.95	12,894.51	11,286.00	10,591.00	12,356.00
VISION INSURANCE	203.16	130.56	131.00	131.00	134.00
DENTAL INSURANCE	1,469.83	960.24	1,003.00	852.00	833.00
457 CONTRIBUTION	2,900.20	2,922.22	2,870.00	2,725.00	3,033.00
NON UNIFORM PENSION	0.00	0.00	2,870.00	2,704.00	3,033.00
SOCIAL SECURITY/MEDICARE	4,659.16	4,717.49	4,392.00	4,378.00	4,640.00
WORKERS COMPENSATION INSURANCE	1,631.77	2,507.50	3,265.00	3,424.00	3,449.00
DISABILITY INSURANCE	132.84	141.96	157.00	144.00	160.00
FURNITURE	0.00	0.00	300.00	0.00	300.00
GASOLINE	805.28	95.78	300.00	300.00	0.00
DIESEL FUEL	0.00	975.43	1,000.00	769.00	850.00
SAFETY EQUIPMENT	280.00	188.01	500.00	175.00	500.00
TRAFFIC SUPPLIES	16,245.00	37,229.20	25,000.00	35,000.00	29,175.00
SIGNS	12,293.53	2,457.12	5,000.00	200.00	800.00
MINOR EQUIPMENT	0.00	1,405.36	2,500.00	1,700.00	2,500.00
CELLULAR PHONES / PAGES	514.60	589.79	500.00	557.00	600.00
ELECTRIC SERVICES SIGNALS	15,788.66	20,715.59	22,500.00	20,220.00	31,500.00
EQUIP REPAIR	256.62	1,238.24	5,000.00	2,500.00	3,000.00
MISC CONTRACTED SERVICES	39,535.22	13,460.28	25,500.00	15,000.00	16,000.00
EDUCATION	2,857.60	2,543.10	5,000.00	3,412.00	3,500.00
fiber optics maintenance				0.00	1,000.00
Radio maintenance				0.00	5,000.00
Total	171,433.67	163,729.39	174,111.00	163,924.94	180,585.00

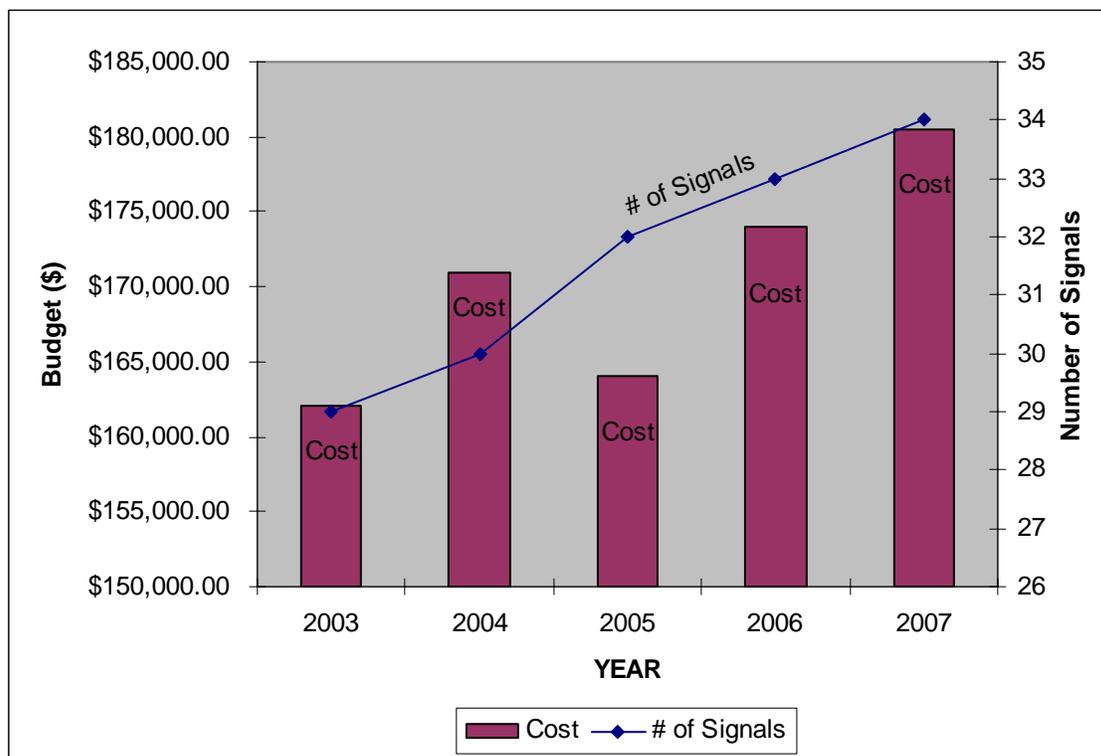
2007 Budget Impact Items:

- Material costs
- New LED standards and nearly 25% of our existing red LED bulbs have aged beyond the 5 year warranty period. Replacement may be required. An incandesced light bulb may only cost \$1 apiece, but the bulb will only last one year on average. LED bulbs do not burn out but degrade in luminosity. LED bulbs have been known to last 10 years, however we will need to invest in the technology to measure the luminosity and to ensure the LED bulbs meet minimum standards.

2006 Achievements:

Department/Program: Traffic Signals and Communication
 Organizational Responsibility: Director of Public Works

- Oversaw the conversion of the Townships radio system from VHF to UHF frequencies allowing for seamless communications between the Township departments and the County.
- Drafted an inter-municipal signal cooperation agreement between Cranberry Township, Seven Fields and Adams Township for a traffic zone on Route 228
- Updated the traffic signal specifications to include the first video detection system incorporated into a PADOT District 10 traffic signal.



Department/Program:

Maintenance and Repair

Organizational Responsibility:

Director of Public Works

Maintenance and Repair

Department Description:

Implement repairs to roads, storm system and signs on the townships 103 miles of roads.

2007 Goals:

- Introduce new patching and preventative maintenance operations to increase the life of our pavements.

Staffing Levels:

Public Works Personnel- Maintenance and Repair	2004	2005	2006	2007
No. of Full-Time Employees	7	8	8	8
No. of Part-Time Employees	0	0	0	1

2007 Budget



Department/Program:

Maintenance and Repair

Organizational Responsibility:

Director of Public Works

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
PUBLIC WORKS MAINT/REPAIR	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	320,935.12	319,283.18	341,195.00	341,338.78	348,959.00
PART TIME WAGES	12,473.60	19.52	7,600.00	7,000.00	0.00
OVERTIME	16,697.15	2,997.68	15,000.00	13,000.00	15,000.00
HOSPITALIZATION/LIFE INS	92,396.44	63,466.32	73,681.00	60,683.00	79,077.00
VISION INSURANCE	742.48	819.32	910.00	776.00	932.00
DENTAL INSURANCE	5,860.32	6,317.28	6,598.00	4,755.00	5,476.00
457 CONTRIBUTION	16,099.11	15,522.67	18,708.00	15,103.00	19,117.00
NON UNIFORM PENSION	0.00	0.00	18,708.00	17,628.00	19,117.00
SOCIAL SECURITY EXPENDITURE	28,020.48	25,876.84	29,204.00	25,725.00	27,786.00
WORKERS COMPENSATION INSURANCE	17,458.40	16,644.48	21,707.00	22,762.00	21,740.00
DISABILITY INSURANCE	1,013.68	1,072.92	1,185.00	959.00	1,139.00
UNIFORMS	106.53	231.53	500.00	0.00	0.00
SAFETY EQUIPMENTS	688.18	612.92	1,600.00	1,400.00	1,450.00
SUPPLIES	135,445.10	197,361.27	250,000.00	247,500.00	267,000.00
STREET SIGN MOUNT	26.94	13,130.58	20,000.00	17,450.00	20,000.00
MINOR EQUIPMENT	1,039.54	8,206.30	8,000.00	4,500.00	5,000.00
CELLULAR PHONES AND PAGERS	449.90	489.61	0.00	0.00	0.00
EQUIP REPAIR	25,682.84	22,418.76	18,000.00	27,000.00	27,800.00
EQUIPMENT RENTAL	7,788.15	18,167.41	21,000.00	10,500.00	12,000.00
MISC CONTRACTED SERVICE	55,242.02	65,685.56	73,000.00	73,500.00	77,700.00
EDUCATION	252.99	99.00	3,000.00	1,100.00	3,000.00
OPERATING CAPITAL	0.00	0.00	0.00	0.00	118,375.00
TOTAL	738,418.97	778,423.15	929,596.00	892,679.78	1,070,668.00

2007 Budget Impact Items:

- Diesel and gasoline prices have increase
- Stone and asphalt costs are also increasing

2006 Achievements:

- Completed all stormwater catch basin repairs in Fox Run in preparation for 2007 resurfacing
- Installed large culvert on Freshcorn Road.

Department/Program:

Parks Maintenance

Organizational Responsibility:

Director of Public Works

Parks Maintenance

Department Description:

The Parks Division conducts maintenance operations on Cranberry's Community Park and North Boundary Park. Operation includes turf maintenance, playground, pool, planting islands, and grass cutting.

2007 Goals:

- To provide a safe playing surface on ball fields, playground equipment and grounds.
- To apply herbicides, fertilizer and seeds to encourage a healthy plant growth.

Staffing Levels:

Public Works Personnel- Parks Maintenance	2004	2005	2006	2007
No of Full-Time Employees	2	3	3	3
No. of Part-Time Employees	9	9	10	10

2007 Budget



Department/Program:

Parks Maintenance

Organizational Responsibility:

Director of Public Works

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
PUBLIC WORKS PARKS MAIN/GROUNDS	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	92,103.24	116,669.54	122,042.00	151,238.22	125,334.00
PART TIME WAGES	67,106.31	68,152.68	66,000.00	69,250.00	70,000.00
OVERTIME	8,097.68	4,142.78	6,000.00	4,820.00	5,000.00
HOSPITALIZATION/LIFE INS	33,474.64	27,060.96	26,267.00	26,232.00	28,756.00
VISION INSURANCE	298.65	289.96	324.00	323.00	332.00
DENTAL INSURANCE	2,168.45	2,198.40	2,296.00	1,951.00	1,905.00
457 CONTRIBUTION	4,500.56	5,760.56	6,723.00	5,933.00	6,847.00
NON UNIFORM PENSION	0.00	0.00	6,723.00	6,335.00	6,847.00
SOCIAL SECURITY/MEDICARE	13,456.65	14,897.56	15,336.00	16,161.00	15,040.00
WORKERS COMPENSATION INSURANCE	7,446.30	8,754.66	11,400.00	11,954.00	11,767.00
DISABILITY INSURANCE	309.06	380.52	424.00	391.00	409.00
AGRICULTURAL SUPPLIES	17,851.70	23,377.56	27,000.00	29,600.00	30,000.00
CLEANING SUPPLIES	3,198.36	8,713.00	10,000.00	6,000.00	6,200.00
UNIFORMS	12.00	0.00	0.00	0.00	0.00
SAFETY EQUIPMENT	773.17	265.50	1,000.00	200.00	300.00
MAINTENANCE AND REPAIR SUPPLIE	8,626.40	22,822.60	31,000.00	29,000.00	30,000.00
MINOR EQUIPMENT	6,961.15	5,212.47	6,500.00	8,150.00	14,900.00
PHONE SERVICE	0.75	38.20	0.00	0.00	0.00
CELLULAR PHONES / PAGERS	538.31	473.18	0.00	0.00	0.00
ELECTRIC SERVICE	29,810.52	21,537.29	29,200.00	27,500.00	41,250.00
GAS SERVICE	1,397.03	0.00	0.00	0.00	0.00
SEWER SERVICE	544.23	3,033.69	3,000.00	2,412.00	2,500.00
WATER SERVICE	18,481.57	12,486.40	15,000.00	13,796.00	14,000.00
GARBAGE AND REFUSE	2,391.00	3,731.00	4,300.00	4,798.00	4,800.00
BUILDING REPAIRS MAINT SVS	2,323.33	10,046.72	13,000.00	16,500.00	14,000.00
EQUIP REPAIR	4,182.55	6,821.65	7,000.00	6,400.00	7,000.00
EQUIP RENTAL	6,216.23	2,302.40	3,500.00	6,600.00	7,000.00
MISC. CONTRACTED SERVICES	18,564.00	6,498.16	24,000.00	10,000.00	17,500.00
EDUCATION	954.00	1,304.79	1,500.00	650.00	1,450.00
TOTAL	351,787.84	376,972.23	439,535.00	456,194.22	463,137.00

2007 Budget Impact Items:

- Material costs and the continuing increase in the number and intensity of uses within the Township's parks.

Department/Program:

Parks Maintenance

Organizational Responsibility:

Director of Public Works

2006 Achievements:

The best way to demonstrate the achievements of parks maintenance is to see healthy playing surfaces and well maintained parks. Township's playing fields are used everyday from April to the end of October, and often from 7:30am to 10:30pm. Non organized sports groups often use the fields in off seasons. Our sports association partners provide recreational opportunities to thousands of our youth in soccer, football, baseball, softball, cheerleading and dance. These organizations use every inch of available space within our parks. Demand for Township facilities was further increased with the change in policy by Seneca Valley which adopted new revenue generating policies with the installation of artificial turf. Teams previously using school district facilities have been bumped by revenue generating programs and/or are unable to pay newly established fees. Many of these programs have moved their activity to community resources. Despite this intense activity, the parks were maintained in excellent condition throughout 2006.

Additional accomplishments:

- Graded and planted 5+ acres of Lindner Farm for use by sports associations as the practice fields.

Department/Program:

Public Safety- Police

Organizational Responsibility:Director of Public Safety

Public Safety

Police

Department Description:

The Police Department provides law enforcement protection for the Township and Seven Fields Borough (under contract). The 28 officers in the department perform patrol, traffic, investigative, community relations and education, training, and management functions. Of the 28 sworn officers, 24 work patrol or traffic. Two perform management and support functions and two are detectives.

The department supervises school crossing guards and provides for animal control services through contract with a private service.

Officers are dispatched by the Butler County 9-1-1 Center.

The Director of Public Safety manages the Police Department and supervises the Fire Company Administrative Assistant. The Director also coordinates with the leadership of the Cranberry Township Volunteer Ambulance Corps and serves as an elected member of the Ambulance Board. The Director provides administrative and budgetary support to the Emergency Management Coordinator.

2007 Goals:

- Implement automated finger printing systems funded by Butler County.
- Update mobile computing capability using high speed air cards
- Automate evidence recording procedures using bar coding when available.
- Obtain and use new computer forensic software.
- Reduce accidents.
- Increase traffic enforcement activities.

Department/Program:

Public Safety- Police

Organizational Responsibility:

Director of Public Safety

Staffing Levels:

Public Safety- Police	2004	2005	2006	2007
No. of Full-Time Police	24	24	28	28
No. of Full-Time Admin	2	2	2	3
No. of Part-Time Admin	3	4	4	3
Public Safety Director	1	1	1	1

2007 Budget



Department/Program:

Public Safety- Police

Organizational Responsibility:

Director of Public Safety

2007 Budget Requests With History:

PUBLIC SAFETY- POLICE GENERAL	2004	2005	2006	2006	2007
FUND	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	1,413,900.86	1,494,854.07	1,607,288.00	1,579,298.15	1,788,998.00
CLERKS SALARIES	98,421.01	101,040.86	113,197.00	106,406.74	130,318.00
PART TIME WAGES CROSSING GUARD	14,389.96	14,434.49	15,336.00	14,425.54	15,884.00
OVERTIME OFFICERS	149,167.04	199,391.13	130,000.00	120,000.00	120,000.00
CLERK OVERTIME	296.64	796.02	2,000.00	500.00	2,000.00
REIMB SALARIES/COLLECT	-106,983.92	-47,366.34	-60,000.00	-85,000.00	-60,000.00
HOSPITALIZATION/LIFE INS	289,588.94	200,505.79	254,963.00	253,589.00	310,328.00
VISION INSURANCE	3,002.46	3,040.32	3,429.00	3,156.00	3,728.00
DENTAL INSURANCE	19,348.15	20,702.71	24,676.00	18,975.00	21,904.00
PENSION CONTRIB UNIFORM	198,203.00	222,937.00	263,674.00	263,674.00	275,231.00
457 CONTRIBUTION	7,314.25	14,988.90	25,540.00	21,400.00	43,345.00
NON UNIFORM PENSION	0.00	0.00	7,628.00	7,187.00	9,225.00
SOCIAL SECURITY/MEDICARE	138,344.66	147,632.91	153,333.00	139,293.00	172,241.00
WORKERS COMPENSATION INSURANCE	49,961.54	62,952.07	87,587.00	91,844.00	97,203.00
DISABILITY INSURANCE	7,477.26	8,345.16	5,528.00	4,944.00	5,842.00
LAW ENFORCEMENT LIABILITY	36,939.00	20,253.00	24,000.00	20,607.00	23,700.00
LONGEVITY ALLOWANCE	21,955.42	21,188.45	26,601.00	26,574.44	30,351.00
COURT & HRG PAY CPS/OFF.	27,527.71	43,583.94	40,000.00	52,400.00	56,000.00
HOLIDAY PAY CPS/OFF	50,240.08	46,310.62	69,905.00	63,837.14	78,118.00
OFFICE SUPPLIES	3,777.14	3,063.41	3,500.00	3,500.00	3,500.00
GENERAL OPERATING EXP	5,173.47	6,343.78	9,000.00	8,000.00	8,000.00
VEHICLE FUEL - GASOLINE	32,432.13	39,049.44	33,000.00	57,000.00	57,000.00
UNIFORMS & CLOTHING	17,326.33	25,715.22	26,000.00	26,000.00	22,000.00
AMMUNITION & SUPPLIES	5,984.82	5,149.16	6,000.00	6,000.00	6,000.00
IT EXPENSES	75,852.91	73,294.00	127,074.00	127,074.00	120,616.00
VEHICLE SUPPLIES	1,664.30	1,796.67	2,500.00	2,500.00	2,500.00
MINOR EQUIP & FURNITURE	19,765.48	26,547.65	28,000.00	28,000.00	26,000.00
LEGAL SERVICES	8,528.11	230.51	25,000.00	20,000.00	20,000.00
TELEPHONE SERVICES	7,870.93	2,253.43	5,000.00	6,000.00	6,000.00
RADIO EQUIP. MAINTENANCE	1,422.42	251.03	1,000.00	2,000.00	1,500.00
CELL PHONES PAGERS	8,928.72	13,901.90	16,000.00	16,000.00	16,000.00
PRINTING	451.75	393.39	1,000.00	1,000.00	1,000.00
DUES, SUBS & MEMS.	1,569.83	2,469.70	1,800.00	1,800.00	1,800.00
CONTRACTED SERVICES	11,921.99	12,549.48	16,000.00	15,000.00	15,000.00
ANIMAL CONTROL SERVICES	13,895.00	14,405.00	14,000.00	15,000.00	15,500.00
EDUCATION	34,252.08	25,530.29	22,000.00	20,000.00	20,000.00
FIRE POLICE OPERATIONS	1,462.69	1,193.02	2,000.00	2,500.00	2,000.00
CRIME WATCH PROGRAM	10,743.94	2,764.51	10,000.00	10,000.00	10,000.00
FIRING RANGE	1,513.51	2,835.32	3,000.00	3,000.00	3,000.00
OPERATING CAPITAL					73,000.00
TOTAL POLICE	2,683,631.61	2,835,328.01	3,146,559.00	3,073,485.01	3,554,832.00

Department/Program:

Public Safety- Police

Organizational Responsibility:

Director of Public Safety

2007 Budget Impact Items:

The major impacts to the 2007 police budget are from personnel, insurance, and gasoline expenses. Discretionary items that can be controlled by the Department are not increasing. Major upgrades to the department's equipment were completed last year.

2006 Achievements:

- Implemented a new UHF radio program for all public safety and administrative activities.
- Conducted a recruitment effort, selected and hired four additional police officers for the Township.
- Obtained a fuming hood to improve our ability to obtain finger prints.
- Revised operational policies.
- Updated equipment to conduct collision investigations.

Department/Program: Public Safety/ Fire Protection
Organizational Responsibility: Director of Public Safety

Fire Protection

Department Description:

Township general fund expenses for Fire Protection Services. This budget program accounts for the following:

- Payment of Worker's compensation insurance for Cranberry Vol. Fire Co. as mandated by the Commonwealth of Pa.
- Payment of a portion of the Vol. Fire Co. IT expenses
- Rental for 2 West View Water Authority fire hydrants on Commonwealth Drive.
- Transfer or pass through account for intergovernmental aid to the Cranberry Vol. Fire Relief Association.

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
FIRE PROTECTION	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
WORKERS COMPENSATION INSURANCE	7,447.65	11,459.68	13,290.00	11,613.30	13,290.00
IT EXPENSES	0.00	0.00	20,418.00	20,418.00	17,405.00
WEST VIEW HYDRANT RENTAL	482.70	289.62	386.00	418.38	425.00
VOL FIRE COMPANY RELIEF	194,658.76	217,483.99	210,000.00	220,521.07	220,500.00
TOTAL	202,589.11	229,233.29	244,094.00	252,970.75	251,620.00

Department/Program: Public Safety/ Ambulance- Rescue
Organizational Responsibility: Director of Public Safety

Ambulance/Rescue

Department Description:

Township general fund expenses for Ambulance/Rescue Services This budget program accounts for the payment of Worker's compensation insurance by the Township for the *volunteers only* of the Cranberry Ambulance Corps as mandated by the Commonwealth of Pa.

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
AMBULANCE/RESCUE	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
WORKERS COMPENSATION INSURANCE	1,646.39	2,129.74	2,532.00	2,212.55	2,532.00
VEHICLE FUEL - GASOLINE	0.00	0.00	8,000.00	0.00	0.00
INSURANCE EXPENSES	0.00	0.00	0.00	0.00	0.00
TOTAL	1,646.39	2,129.74	10,532.00	2,212.55	2,532.00

2007 Budget Impact Items:

- Deleted vehicle fuel contribution

Department/Program: Emergency Management
Organizational Responsibility: Director of Public Safety

Emergency Management

Department Description:

Coordinates Emergency Management Activities for the Township and operates the Emergency Management Operations Center.

2007 Goals:

- Maintain checklists and continue to discuss emergency response activities with public safety personnel
- Continue the Volunteer involvement with this operation

2007 Budget Requests With History:

Emergency Management	2004	2005	2006	2006	2007
General Fund	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
GEN OPERATING EXPENSE	138.51	468.38	500.00	200.00	500.00
MINOR EQUIP & FURNITURE	661.52	1,323.45	2,000.00	300.00	1,000.00
Total	800.03	1,791.83	2,500.00	500.00	1,500.00

2007 Budget Impact Items:

There are no significant budget impacts. Budget for 2007 is being reduced by 40% because facility and equipment improvements were completed last year.

2006 Achievements:

- Created and published the new Emergency Management Plan
- Equipped Emergency Management Room
- Updated emergency management communication equipment and ensured connectivity between all first responding organizations

Department/Program: Planning & Community Development
Organizational Responsibility: Director of Planning and Community Development

Planning and Community Development

Department Description:

The Planning & Community Development Department is responsible for the overall planning and community development functions of the Township. Operations include managing day to day requests and functions related to development, zoning, subdivisions, plan review, permits (building, fire, grading, etc.) and inspections. The department provides the administration and staff support to the planning commission, zoning hearing board and Building code board of appeals in addition to the development related activities of the Board of Supervisors. The department functions as the primary contact with the development, business and residential community relative to these services. This department budget includes the customer services center staff in addition community development staff however, the two departments are managed separately.

2007 Goals:

- Completion of the update for the Comprehensive Plan.
- Completion of an update to the Transportation Capital Improvements Plan (Impact Fees).
- Facilitate the Planning Commission review of the zoning along the Route 228 corridor for recommendations to the Board of Supervisors
- Continue the implementation of the Brush Creek Smart Growth plan by completing the proposed Towne Center zoning for recommendations to the Planning Commission and Board of Supervisors.

Staffing Levels:

Planning and Community Development	2004	2005	2006	2007
No. of Full-Time Employees	9	9	9	9
No. of Part-Time Employees	5	5	6	6

2007 Budget



Department/Program: Planning & Community Development
 Organizational Responsibility: Director of Planning and Community Development

2007 Budget Requests With History

GENERAL	2004	2005	2006	2006	2007
PLANNING & COMMUNITY DEV	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	241,154.87	290,123.03	292,643.00	269,682.22	299,242.00
SALARIES CUST.SVS REPS	-1,009.15	324.46	32,778.00	26,200.50	34,424.00
WAGES - PART TIME	74,706.58	91,086.36	125,000.00	107,039.65	123,286.00
OVERTIME	1,278.67	2,230.43	6,000.00	1,141.54	6,000.00
HOSPITALIZATION/LIFE INS	42,476.68	56,063.96	59,415.00	55,678.00	67,815.00
VISION INSURANCE	526.85	675.48	756.00	730.00	779.00
DENTAL INSURANCE	4,059.54	4,887.04	5,578.00	4,506.00	4,632.00
457 CONTRIBUTION	9,009.03	12,643.96	16,192.00	13,627.00	16,580.00
NON UNIFORM PENSION	0.00	0.00	16,192.00	15,257.00	16,580.00
SOCIAL SECURITY/MEDICARE	25,563.70	29,816.04	34,916.00	30,437.00	36,143.00
WORKERS COMPENSATION INSURANCE	1,657.98	2,259.49	2,342.00	2,456.00	2,413.00
DISABILITY INSURANCE	616.13	665.96	1,069.00	827.00	1,028.00
GENERAL OPERATING EXPENSE	4,735.09	2,135.09	9,500.00	4,013.57	6,000.00
VEHICLE FUEL - GASOLINE	1,982.89	3,012.53	2,750.00	3,283.11	3,500.00
IT EXPENSES	29,781.00	39,455.00	54,701.00	54,701.00	101,120.00
MINOR EQUIP & FURNITURE	3,019.32	907.01	5,000.00	3,813.62	4,000.00
PROFESSIONAL SERVICES	5,948.88	7,506.74	45,000.00	12,700.00	45,000.00
LEGAL SERVICES	22,344.16	14,747.78	40,000.00	35,248.63	40,000.00
SEWAGE ENFORCEMENT EXP	1,311.24	2,154.50	2,500.00	2,412.00	2,500.00
TRAFFIC CONSULTANT	20,126.64	3,253.75	50,000.00	15,500.00	50,000.00
OTHER CODES INSPECTIONS	9,653.00	0.00	2,000.00	0.00	2,000.00
ZONING MEMBER COMPENS	1,260.00	2,065.00	2,500.00	1,435.00	2,500.00
PLANNING COMMISSION REIMB	1,925.00	2,932.50	7,000.00	2,800.00	5,000.00
CELL PHONES AND PAGERS	1,685.30	2,064.41	5,000.00	2,025.75	3,000.00
APPEALS, HEARINGS & ADVERTISIN	4,105.03	7,086.65	6,000.00	6,994.53	8,000.00
PRINTING & BINDING	1,046.15	335.20	10,000.00	8,500.00	10,000.00
DUES, SUBS & MEMS.	3,128.56	4,400.95	4,000.00	3,517.00	4,500.00
MISC. CONTRACTED SERVICES	33,060.53	5,358.38	5,000.00	4,739.78	5,000.00
EDUCATION	6,413.96	9,193.66	20,000.00	8,500.00	10,000.00
BLDG PLAN REVIEW	4,600.00	1,576.00	4,000.00	7,007.00	7,000.00
ELECTRICAL INSPECTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL	556,167.63	598,961.36	867,832.00	704,772.90	918,042.00

Department/Program: Planning & Community Development
Organizational Responsibility: Director of Planning and Community Development

2007 Budget Impact Items:

- Anticipated costs with the update of the Comprehensive Plan and Transportation Capital Improvements Plan (Impact Fees), these items were budgeted in 2006 however not completed.
- IT expense appear to have doubled this year, however this is the result of moving the IT costs for customer service into this budget line item. The salary and wages of customer service were moved in to the community development budget in the 2006; however the IT expense was inadvertently left in the Administration budget in 2006.

2006 Achievements:

- Completion of the approval process for a number of major developments: Park Place TND, Cranberry Promenade, Freedom Village, Freedom Square and Progress Place
- Major developments which began construction in 2006 include: Streets of Cranberry, YMCA, Freedom Square, Freedom Village and Georgetown Square
- 330 building permits have been issued for \$64 million in estimated construction value through October
- \$600,000 in impact fees and \$44,000 in recreation fees have been collected through October
- Forty (40) new land development/subdivision applications have been reviewed and processed through October
- Worked closely with the IT department on the Hansen 8 implementation including review of all existing business practices
- Worked on technical update of the Subdivision/Land Development Ordinance and the Public & Private Improvements Code in cooperation with the engineering department

Department/Program: Recreation
Organizational Responsibility: Director of Parks and Recreation

Recreation

Department Description:

The Cranberry Township Department of Parks and Recreation creates Community through People, Parks and Programs. Our services strengthen our community's image and sense of place through parks, recreational facilities, programs and events for our residents.

We foster human development through programs that promote social, intellectual, physical and emotional well-being. Ultimately, Parks and Recreation facilitate community problem solving through programmed and self-facilitated recreation opportunities.

2007 Goals:

- Review, modify and implement appropriate changes to our business practices including procedural changes integral to program support, customer information and work assignments.
- Implement best practices for room scheduling and utilization.
- Review our services and programs to insure we remain complementary, comprehensive and competitive in our market.
- Add Sharepoint communications for staff information, scheduling and reference.
- Add Sharepoint communications for program participants and parents.

Staffing Levels:

Recreation	2004	2005	2006	2007
No. of Full-Time Employees	3.5	3.5	3.5	3.5
No. of Part-Time Employees	61	67	82	85

2007 Budget



Department/Program:

Recreation

Organizational Responsibility:

Director of Parks and Recreation

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
RECREATION	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	142,288.68	144,718.96	150,249.00	124,762.31	160,145.00
PART TIME WAGES	67,499.80	59,451.83	70,000.00	65,000.00	68,000.00
OVERTIME	0.00	2,442.04	2,750.00	2,300.00	2,500.00
HOSPITALIZATION/LIFE INS	13,210.96	14,603.75	14,190.00	13,226.00	15,445.00
VISION INSURANCE	357.23	319.44	321.00	319.00	329.00
DENTAL INSURANCE	1,029.66	1,035.96	1,082.00	920.00	895.00
457 CONTRIBUTION	6,160.87	6,302.85	7,650.00	5,909.00	8,133.00
NON UNIFORM PENSION	0.00	0.00	7,650.00	4,325.00	8,133.00
SOCIAL SECURITY EXPENDITURE	34,199.02	32,854.08	31,595.00	34,811.00	36,387.00
WORKERS COMPENSATION INSURANCE	17,029.71	18,438.63	25,978.00	27,241.00	29,919.00
DISABILITY INSURANCE	367.92	348.12	496.00	461.00	524.00
OFFICE SUPPLIES	2,636.75	4,093.12	6,000.00	6,000.00	6,000.00
GENERAL OPERATING EXPENSE	6,235.59	4,622.89	8,000.00	16,000.00	16,000.00
EMPLOYEE SCREENINGS					2,000.00
VEHICLE FUEL - GASOLINE	211.88	182.80	500.00	500.00	650.00
PRESCHOOL SUPPLIES	0.00	0.00	20,000.00	10,000.00	20,000.00
PROGRAMS - SUPPLIES	129,597.49	146,353.57	90,000.00	98,000.00	95,000.00
SENIOR CITIZEN PROGRAMS	4,805.38	4,174.82	5,000.00	5,000.00	5,000.00
IT EXPENSES	37,616.00	57,605.00	63,582.00	63,582.00	69,340.00
MINOR EQUIP & FURNITURE	3,093.71	6,809.37	15,000.00	5,000.00	5,000.00
TELEPHONE SERVICES	898.31	1,065.70	5,000.00	2,400.00	2,500.00
CELL PHONE / PAGERS	1,171.65	1,444.35	2,000.00	1,100.00	1,200.00
ADVERT, PRINTING, MAILING	23,690.45	29,845.93	20,000.00	28,000.00	29,000.00
BUILDING RENTAL CHARGES	0.00	0.00	500.00	0.00	500.00
DUES, SUBS & MEMS.	1,060.00	1,255.00	1,500.00	1,300.00	1,500.00
PROGRAM STAFF	226,925.00	223,188.78	150,000.00	180,000.00	178,000.00
CONTR - MAINT SERVICE	6,141.44	3,000.00	20,000.00	4,000.00	5,000.00
PRESCHOOL STAFF	0.00	525.73	40,000.00	51,000.00	67,000.00
EDUCATION	7,376.40	2,931.27	10,000.00	7,000.00	5,000.00
COMMUNITY DAY	10,015.53	13,915.10	15,000.00	13,179.00	15,000.00
CENTER MAINTENANCE	0.00	9,527.96	10,000.00	5,000.00	5,000.00
OPERATING CAPITAL					30,000.00
TOTAL	743,619.43	791,057.05	794,043.00	776,335.31	889,100.00

2007 Budget Impact Items:

- Increase in electrical service rates will impact user fees and memberships at Waterpark and increase the cost of field lighting charges for Athletic Associations.

Department/Program: Recreation
Organizational Responsibility: Director of Parks and Recreation

- Additional expense to offer lunch time concerts/programs at Municipal Center Gazebo. Funding support will be sought for six programs scheduled to begin after July 4th holiday.

2006 Achievements:

- Increased program participation in each of our seasons with virtually the same number of programs: Our 2006 participation totals compared to the 2003 through 2005 average participation was;
Winter 2006, 3499 compared to an average 3105;
Summer 2006, 5147 compared to an average 4285;
Fall 2006 is not complete but with two months of programs and all of our Holiday activities planned we will exceed the average of 3599 participants.
- Increased Camp Cranberry Participation by 10 additional Pee Wee Campers per week for the popular youth camps.
- Execution of the School House Parklet plan including in house construction of the walking trail, installation of the Gazebo donated by the Sunrise Rotary Club and planting of additional trees to landscape with a grant from the McKenzie Foundation.
- Obtained a donation to purchase furniture for the Senior Center
- Provided a successful eight show concert series with all performance fees underwritten by community and state grants.
- Supported the efforts of a Dog Park Committee that has raised over \$20,000 for construction of the park.
- Enhanced our partnerships with the various athletic associations through a new Cranberry Community Sports Council.
- Instituted a Preschool curriculum approved by the PA Department of Education.
- Due to the recently acquired Lindner Property, we were able to move practice schedules for SVJFAC, reducing the heavy demand on existing Community Park fields.
- Facilitated the completion of the Skip Gross Memorial Wetland Trail in North Boundary Park.
- Acquired a Butler County Grant to purchase tables in the Community Park.
- Acquired a \$200,000 Grant from PA DCNR in support of Lindner Farm acquisition.

Department/Program:

Debt Service

Organizational Responsibility:

Director of Finance

Debt Service

Department Description:

This area represents the Township's annual obligation for the payment of principal and interest on long term debt.

Debt service allocations for 2007 include the 2001B, 2001C, 2003, 2003A, 2003B, and the 2006 bond issues; as well as a PEMA Loan, a PENNVEST Loan, and two taxable notes. Some debt service payments are allocated to other funds. The following spreadsheet shows the obligations paid from the general fund.

GENERAL	2004	2005	2006	2006	2007
DEBT SERVICE	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
GEN. OBLIG. SERIES 2003	485,000.00	486,715.00	487,795.00	487,795.00	486,803.00
PAYING AGENT FEE	2,525.00	3,450.00	8,500.00	8,500.00	8,500.00
GEN. OBLIG. SERIES 2003 A	35,912.53	45,529.17	238,168.00	237,178.00	323,893.00
GEN. OBLIG. SERIES 2003 B	50,000.00	50,000.00	106,603.00	106,603.00	105,428.00
GEN. OBLIG. SERIES 2001 C	225,000.00	230,000.00	372,488.00	372,488.00	424,968.00
INTEREST EXPENSE	343,599.55	333,959.69	0.00	0.00	0.00
TOTAL	1,142,037.08	1,149,653.86	1,213,554.00	1,212,564.00	1,349,592.00

2007 Budget



Statement of Annual Debt Service Requirements By Series 1990 PENNVEST Loan

1990 PENNVEST Loan-	\$444,000				
Interest Rate		5/90-3/95-2.012%			
		4/95-5/10-3.999%			
Purpose - Rochester Road Water Line and Well # 9					
YEAR		PRINCIPAL		INTEREST	TOTAL
2007		27,815.99		3,277.45	31,093.44
2008		28,948.97		2,144.47	31,093.44
2009		30,128.10		965.34	31,093.44
2010		7,720.78		51.51	7,772.29
TOTALS		94,613.84		6,438.77	101,052.61

2007 Budget



Statement of Annual Debt Service Requirements By Series 1993 PEMA Loan

1993 PEMA Loan-	\$110,000				
	Interest Rate		2%		
	Purpose - Fire Rescue Vehicle				
	YEAR		PRINCIPAL		INTEREST
					TOTAL
	2007		8,319.48		174.84
	2008		4,222.43		24.67
	TOTALS		12,541.91		199.51
					12,741.42

Statement of Annual Debt Service Requirements By Series 2003 Taxable Note

2003 Taxable Note	\$915,479					
Interest Rate		0%				
Purpose - Graham Farm Property Acquisition						
YEAR		PRINCIPAL		INTEREST		TOTAL
2007		228,869.80				228,869.80
TOTALS		228,869.80		-		228,869.80

2007 Budget



STATEMENT OF ANNUAL DEBT SERVICE REQUIREMENTS BY SERIES Series 2003

SERIES 2003-	\$3,420,000				
	Interest Rate	2003-2.0%			
		2004-1.3%			
		2005-1.6%			
		2006-2.0%			
		2007-2.35%			
		2008-2.7%			
		2009-3.0%			
Purpose - Original Municipal Center, Park Fire Station, Road Improvements (Refunding)					
	YEAR	PRINCIPAL		INTEREST	TOTAL
	2007	510,000.00		36,802.50	546,802.50
	2008	530,000.00		23,655.00	553,655.00
	2009	550,000.00		8,250.00	558,250.00
	TOTALS	1,590,000.00		68,707.50	1,658,707.50

2007 Budget



Statement of Annual Debt Service Requirements By Series Series A of 2003

SERIES A OF 2003-		\$7,885,000				
	Interest Rate		2003-2.0%			
			2004-2.0%			
			2005-2.0%			
			2006-1.9%			
			2007-2.35%			
			2008-2.65%			
			2009-3.0%			
			2010-3.3%			
			2011-3.45%			
			2012-3.6%			
			2013-3.7%			
			2014-3.75%			
			2015-3.85%			
			2016-3.95%			
	Purpose - North Boundary Park, Pumper Truck, Powell Road, renovations to Municipal Center (Refunding)					
YEAR		PRINCIPAL		INTEREST		TOTAL
2007		235,000.00		248,892.50		483,892.50
2008		240,000.00		243,370.00		483,370.00
2009		245,000.00		237,010.00		482,010.00
2010		805,000.00		229,660.00		1,034,660.00
2011		830,000.00		203,095.00		1,033,095.00
2012		860,000.00		174,460.00		1,034,460.00
2013		890,000.00		143,500.00		1,033,500.00
2014		920,000.00		110,570.00		1,030,570.00
2015		955,000.00		76,070.00		1,031,070.00
2016		995,000.00		39,302.50		1,034,302.50
TOTALS		6,975,000.00		1,705,930.00		8,680,930.00

2007 Budget



Statement of Annual Debt Service Requirements By Series 2005 Taxable Note

2005 Taxable Note	\$400,000					
	Interest Rate		0%			
	Purpose - Graham Farm Property Acquisition					
	YEAR		PRINCIPAL		INTEREST	TOTAL
	2007		100,000.00		-	100,000.00
	2008		100,000.00		-	100,000.00
	2009		100,000.00		-	100,000.00
	TOTALS		300,000.00		-	300,000.00

Miscellaneous Expenses

The miscellaneous account is used to record infrequently occurring expenditures or those not consistent with other types of expenditures.

2007 Budget Requests With History:

GENERAL	2004	2005	2006	2006	2007
MISCELLANEOUS EXPENDITURE	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
UNFORESEEN EXPENSES	23,761.95	22,107.01	60,000.00	19,220.00	60,000.00
TOTAL	23,761.95	22,107.01	60,000.00	19,220.00	60,000.00

Other Financing Uses

Interfund Transfers

Interfund transfers occur when monies are transferred permanently from one fund to another.

In 2007 the Capital Improvement Fund will be funded from a transfer from the General Fund in the amount of \$856,400. The General Fund will also fund the Township TIP Fund in the amount of \$150,000 for road improvements. A transfer of \$245,000 will be made from the General Fund to Enterprise Funds to assist with debt payments.

GENERAL	2004	2005	2006	2006	2007
INTERFUND TRANSFERS	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
TRANSFER TO CAP. IMPROVEMENT	600,000.00	450,000.00	1,150,000.00	1,150,000.00	856,400.00
TRANSFER TO TOWNSHIP TIP	150,000.00	200,000.00	150,000.00	150,000.00	150,000.00
TRANSFER TO 2001 BOND FUND	0.00	140,980.04	0.00	0.00	0.00
TRANSFER TO CAP. EQUIP. FUND	0.00	400,000.00	0.00	0.00	0.00
TRANSFER TO ENTERPRISE FUNDS	150,000.00	150,000.00	245,000.00	245,000.00	245,000.00
TRANSFER TO FIRE CAP. FUND	0.00	0.00	120,000.00	120,000.00	0.00
TOTAL	900,000.00	1,340,980.04	1,665,000.00	1,665,000.00	1,251,400.00

Police and Municipal Employee Pensions

Act 205 mandates that Cranberry Township develop budgets for the police and non-uniform pension funds on an annual basis. Each year the Board of Supervisors of Cranberry Township adopts, by resolution, the Minimum Municipal Obligation (MMO) for the upcoming year. Depending on the funding status of the police and non-uniform pension plans, the Township is eligible to receive funding from the Commonwealth. Those funds, when received, are recorded as Intergovernmental Revenue. The funds the Township receives from the Commonwealth each year can either increase or decrease the contribution the Township will make to both funds. No annual budget is adopted for the pension funds, as their activities are determined by the pension plan provisions and Trust agreements. Annual disclosures regarding the operations of the pension funds can be found in the Township's Annual Financial Report. The Township's funding responsibility in reference to Act 205 is depicted below.

2007 Act 205 Pension Contributions

Minimum Municipal Obligation (MMO) – Police Pension Fund	\$275,231
Minimum Municipal Obligation (MMO) – Non-Uniform Pension Fund	<u>\$220,407</u>
Total Act 205 Pension Funding Requirement	\$495,638
Estimated Funding from the Commonwealth of Pennsylvania	<u>\$420,000</u>
Amount Due from All Funds*	\$ 75,638

*Funding is budgeted under all applicable departments within the total budget.

OTHER FUNDS

OTHER FUNDS

Department/Program:

Fire Operations

Organizational Responsibility:Director of Public Safety

Fire Operations

Description of Fund:

This Fund receives 1.5 mils of the 2.5 mils of real estate tax dedicated to support the Cranberry Township Volunteer Fire Company. This Fund provides the financial resources to support the operational needs of the Company.

The Fire Company has 56 volunteer firefighters who provide fire protection, rescue services, community relations, educational training, and day-to-day management operations for the Township. The Fire Company responds with other fire companies in surrounding communities as part of our mutual aid agreements.

Of the 56 volunteer firefighters, 33 Firefighters have received the Fundamental Certification, 11 Firefighters are certified as Firefighter I, and 12 firefighters are certified as Firefighter II. Additionally, one firefighter is a state certified instructor and 14 firefighters are level one instructor.

The Fire Company also has four volunteers who serve as Fire Policemen who respond to incidents in the Township to assist the Fire Company and the Police Department.

One full-time Fire Company Administrative Assistant is employed by the Township to coordinate the daily activities of the Fire Company and to assist the volunteers with the administrative duties.

The Fire Company is dispatched by the Butler County 9-1-1 Center.

The Fire Company operates and maintains two stations. Haine Station, the administrative center, is located on Haine School Road. Park Station is located on Route 19.

Fire Company possesses 11 major fire vehicles: One aerial, three engines, one rescue, one brush truck, two squads, and three incident command vehicles.

Department/Program:

Fire Operations

Organizational Responsibility:

Director of Public Safety

2007 Goals:

Design and develop specifications for a new rescue vehicle to replace the 1992 KME Rescue that has reached the end of its life expectancy.

Continue attending state accredited training programs to maintain the professionalism of volunteer firefighters.

Retain the number of volunteer firefighters.

Increase training using the new training complex, including joint training with mutual aid fire companies.

Sustain ISO rating at Level 4

Staffing Levels:

Fire Operations Personnel	2004	2005	2006	2007
Full-Time	1	1	1	1
Part-Time	0	0	0	0
Volunteers	48	50	56	58

2007 Budget Requests With History:

FIRE PROTECTION FUND	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
REAL ESTATE CURRENT YEAR	333,750.51	340,605.04	352,359.00	348,836.00	356,257.00
REAL ESTATE PRIOR YEAR	0.00	1,309.00	2,000.00	2,841.00	2,000.00
INTERIM REAL ESTATE TAXES	0.00	440.50	1,000.00	2,000.00	2,000.00
REAL ESTATE DELINQUENT	5,281.50	5,221.09	2,000.00	3,500.00	3,500.00
INTREST INCOME	2,694.61	10,392.71	6,500.00	11,000.00	8,500.00
FEMA GRANT	63,900.00	0.00	0.00	0.00	0.00
REFUND PRIOR YEAR EXPEND	0.00	1,341.83	0.00	0.00	0.00
TOTAL	405,626.62	359,310.17	363,859.00	368,177.00	372,257.00

2007 Budget



Department/Program:

Fire Operations

Organizational Responsibility:

Director of Public Safety

FIRE PROTECTION FUND	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	23,781.72	32,043.69	34,127.00	34,375.00	35,835.00
HOSPITALIZATION/LIFE INS	7,601.86	10,680.95	11,251.00	13,656.00	12,323.00
VISION INSURANCE	124.83	92.62	131.00	161.00	134.00
DENTAL INSURANCE	449.68	991.46	1,003.00	984.00	833.00
457 CONTRIBUTION	31.66	1,602.26	1,706.00	1,719.00	1,792.00
NON UNIFORM PENSION	0.00	0.00	1,706.00	1,719.00	1,792.00
SOCIAL SECURITY/MEDICARE	1,821.72	2,573.85	2,611.00	2,630.00	2,742.00
WORKERS COMPENSATION INSURANCE	1,709.85	1,415.29	1,940.00	1,696.00	2,038.00
DISABILITY INSURANCE	55.18	79.08	113.00	112.00	113.00
OFFICE SUPPLIES	1,036.86	3,142.40	2,500.00	1,795.00	3,000.00
GENERAL OPERATING EXPENSE (CO.)					4,000.00
CLEANING/SANIT SUPPLIES	452.83	206.63	1,000.00	600.00	1,000.00
VEHICLE FUEL - GASOLINE	6,657.48	9,296.69	8,000.00	7,910.00	10,000.00
PROTECTIVE CLOTHING	4,215.67	4,395.38	5,000.00	6,116.00	6,500.00
UNIFORMS	10,129.00	9,553.63	7,500.00	7,300.00	7,500.00
GENERAL OPERATING EXPENSE (BRIGADE)	27,818.28	26,915.84	30,000.00	26,000.00	30,000.00
IT EXPENSES	21,387.00	21,219.49	20,523.00	20,523.00	20,523.00
MAINTENANCE REPAIRS & SUPPLIES	13,563.50	14,549.03	15,000.00	14,628.00	0.00
MINOR EQUIP - BRIGADE	15,056.45	22,895.25	20,000.00	18,000.00	22,500.00
MINOR EQUIPMENT - COMPANY	6,857.07	9,235.94	8,500.00	3,500.00	8,500.00
TELEPHONE SERVICES	6,132.69	4,786.68	7,350.00	8,107.00	7,350.00
PHOTOGRAPHY	1,191.93	272.86	1,200.00	900.00	1,200.00
RADIO EQUIP MAINTENANCE	5,739.52	2,181.70	5,000.00	4,400.00	5,000.00
CELL PHONES / PAGERS	4,539.17	4,209.58	5,250.00	4,350.00	5,250.00
INSURANCE EXPENSES	22,026.00	17,973.00	24,000.00	22,000.00	24,000.00
ELECTRIC - HAINE/PARK	13,988.91	15,618.71	21,735.00	16,926.00	22,822.00
GAS AND/OR PROPANE	2,545.52	3,071.47	5,040.00	4,488.00	5,292.00
ELECTRIC - PARK STATION	812.09	0.00	0.00	0.00	0.00
SEWER	259.08	1,051.83	1,365.00	1,190.00	1,434.00
REFUSE REMOVAL	1,098.00	1,240.00	1,100.00	1,354.00	1,155.00
WATER	1,530.36	1,517.85	2,310.00	1,717.00	2,426.00
PHYSICAL EXAMS	1,282.00	1,552.00	6,500.00	4,500.00	6,500.00
RECRUITMENT/RETENTION	2,051.53	17,402.75	20,000.00	18,000.00	20,000.00
BLDG MAINT/REPAIR	23,579.86	19,377.25	18,900.00	13,900.00	13,900.00
DUES, SUBS & MEMS.	1,063.70	1,814.85	2,000.00	1,900.00	2,000.00
CONTRACTED SERVICES	0.00	666.18	0.00	0.00	18,550.00
CONTR - MNT/REP VEHICLES	34,595.47	28,135.36	30,000.00	45,000.00	30,000.00
EDUCATION	24,244.23	15,926.30	30,000.00	21,000.00	25,000.00
ANNUAL MEETING	3,312.08	7,849.39	7,800.00	7,000.00	9,000.00
FIRE PREVENTION PROGRAM	3,242.77	3,606.17	4,000.00	4,000.00	4,500.00
COMPUTER	0.00	0.00	1,000.00	1,000.00	1,000.00
CAPITAL EXPENDITURE	0.00	17,658.45	7,000.00	7,000.00	0.00
TRAN TO CAPITAL RESERVE	0.00	63,900.00	0.00	0.00	0.00
TOTAL	295,985.55	400,701.86	374,161.00	352,156.00	377,504.00

Department/Program:

Fire Operations

Organizational Responsibility:

Director of Public Safety

2007 Budget Impact Items:

Total budget for 2007 was reduced by \$333,000 when compared to the budget for 2006, including Fire Capital and Fire Operating Funds.

2006 Achievements:

Fire Training Tower and Smoke Maze Room were completed.

ISO rating improved from a 6 to a 4.

PEMA grant for the Fire Training Tower equipment was obtained.

Four Firefighter I and seven Firefighter II certifications were earned by members.

Fire education program was presented to 65 organizations.

Response time was reduced by 30 seconds, to an average of 8 minutes and 39 seconds.

Training hours increased.

Department/Program:

Fire Capital

Organizational Responsibility:

Director of Public Safety

Fire Capital

Description of Fund:

The Fire Capital Fund receives one mill of the 2.5 dedicated real estate tax to support the Cranberry Township Volunteer Fire Company. This one mill is earmarked to support large capital needs in support of the fire service. In 2006, the Township spent substantial amounts to construct the fire training tower at the Public Safety Training Facility. In 2007, there are no major purchase/projects planned. In anticipation of several large capital purchases planned in the next few years the use of the Fund will be limited to allow for an accumulation of the Fund Balance.

FIRE CAPITAL IMPROVEMENT	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
REAL ESTATE CURRENT	222,504.73	227,073.95	234,906.00	232,560.00	237,505.00
REAL ESTATE PRIOR YEARS	0.00	872.78	2,000.00	1,894.00	2,000.00
INTERIM REAL ESTATE TAXES	0.00	293.67	750.00	1,375.00	1,300.00
REAL ESTATE DELINQUENT	3,521.01	3,480.73	2,000.00	2,000.00	2,000.00
FIRE CAP IMP INTEREST	3,371.38	6,838.97	4,500.00	12,000.00	7,000.00
PUBLIC SAFETY BUILDING	5,000.00	0.00	0.00	0.00	0.00
CAP IMP MISCELLANEOUS I	12,170.01	0.00	0.00	11,864.00	0.00
TRAN FROM FIRE FUND	0.00	63,900.00	0.00	0.00	0.00
TRANS. FROM GEN. FUND	0.00	0.00	120,000.00	120,000.00	0.00
TOTAL	246,567.13	302,460.10	364,156.00	381,693.00	249,805.00

FIRE CAPITAL IMPROVEMENT	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
PUBLIC SAFETY FACILITY	0.00	0.00	0.00	0.00	0.00
UNFORSEEN EXPENSE	8,088.34	9,574.21	10,000.00	0.00	10,000.00
1993 PEMA LOAN KME TRUCK	7,848.41	8,006.83	8,500.00	8,500.00	8,500.00
BOND PAYMENTS	0.00	13,285.00	110,000.00	110,000.00	110,000.00
CAPITAL PURCHASES	237,956.35	92,275.28	378,200.00	453,200.00	0.00
INTEREST EXPENSE	110,491.44	97,202.49	0.00	0.00	0.00
TOTAL	364,384.54	220,343.81	506,700.00	571,700.00	128,500.00

Department/Program:

Library Fund

Organizational Responsibility:

Librarian

Library Fund

Description of Fund:

Cranberry Township supports the Cranberry Public Library with one mill of real estate tax annually. Telephone, electric, and janitorial expenses are 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.

It is anticipated that there will be a fund balance of \$60,000 at the end of 2006. It is anticipated that the fund balance will grow to assist with future capital needs.

LIBRARY FUND	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
REAL ESTATE CURRENT	222,504.73	227,073.95	234,906.00	232,560.00	237,505.00
REAL ESTATE PRIOR YEAR	0.00	872.78	2,000.00	1,894.00	2,000.00
INTERIM REAL ESTATE TAXES	0.00	293.67	750.00	1,400.00	1,300.00
REAL ESTATE DELINQUENT	3,521.01	3,480.73	2,000.00	2,000.00	2,000.00
INTEREST INCOME	2,259.78	4,030.76	2,800.00	7,400.00	5,000.00
TOTAL	228,285.52	235,751.89	242,456.00	245,254.00	247,805.00

LIBRARY FUND	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
TELEPHONE SERVICES	207.89	1.28	420.00	655.00	650.00
ELECTRIC - LIBRARY	21,570.27	19,154.25	19,600.00	21,980.00	23,000.00
JANITORIAL SERVICE	8,479.83	4,845.49	4,000.00	3,300.00	4,000.00
CONT. TO PUBLIC LIBRARY	203,168.00	214,880.00	218,580.00	218,580.00	218,950.00
CAPITAL PURCHASES	0.00	0.00	10,000.00	0.00	0.00
CAPITAL RESERVE	0.00	0.00	10,000.00	0.00	0.00
MAINTENANCE RESERVE	0.00	0.00	10,000.00	0.00	0.00
TOTAL	233,425.99	238,881.02	272,600.00	244,515.00	246,600.00

Department/Program: Sewer and Water Funds
Organizational Responsibility: Director of Public Works

Sewer and Water Funds

Description of Fund:

Conducts maintenance and operations on all Township infrastructure such as sewer collection & lift stations, water transmission & pumping station, water storage and sewage treatment.

2007 Goals:

Treatment Plant

1. Lab accreditation
1. Main pump station bar screen replacement
2. WAS pump #3 install
3. Odor Control - Activated carbon project – to further treat discharge stacks of ATAD, DW and SH scrubbers.

Water Field Operations

1. Reduce unaccountable water loss by continuation of meter testing program and leak detection survey.
2. Reduce cost by locating non-invoiced water consumption

Sewer Field Operations

1. Reduce Inflow and Infiltration
2. Expand Dye/Smoke testing program

2007 Budget Impact Items:

1. Both bar screen and WAS pump projects will most likely be paid for in 2007
2. Activated carbon project – increased operating expenses for carbon, labor to change out carbon and lab work to evaluate effectiveness of carbon.
3. Possibly installing equipment to monitor incoming commercial power and/or equipment to smooth out power spikes or sags.
4. 50 % increase in electricity
5. 250% increase on copper, 30% increase on brass and 20% on iron materials

Department/Program:

Sewer and Water Funds

Organizational Responsibility:

Director of Public Works

2006 Achievements:

1. Complete primary clarifier chain replacement
2. Finalized BCOMP initiated odor control design
3. Completed evaluation of blue tank as a source of fugitive emissions at the treatment plant and installed new ductwork at post ATAD storage tank
4. Completed installing Teflon retrofit kits on blowers #1&3 to eliminate blower variable diffuser vane sticking.
5. Third party security monitoring of all three water storage tanks.
6. New confined space gas monitor was installed to monitor wet well air quality.
7. Hired new plant employee – first one within the last 17 years.
8. Locating and addressing non-invoiced water consumption
9. Locating and addressing significant sources of I&I

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Water Fund				
Water Fund Revenue	2005 Actual	2006 Budget	2006 Projected	2007 Request
Revenue				
Interest Income	\$ -	\$ 40,088	\$ 73,930	\$ 60,000
Water Meter Revenue	\$ -	\$ 3,085,818	\$ 3,078,800	\$ 3,179,050
Tap Fees	\$ -	\$ 600,000	\$ 375,000	\$ 350,000
Deduct Meter Charges	\$ -	\$ 10,000	\$ 9,256	\$ 10,000
Lease Revenue	\$ -	\$ 60,000	\$ 78,300	\$ 70,000
Fire Line Charges	\$ -	\$ 110,000	\$ 108,400	\$ 110,000
Application Fees	\$ -	\$ 6,000	\$ 3,500	\$ 6,000
Misc. Income	\$ -	\$ 8,000	\$ 10,000	\$ 10,000
Penalties	\$ -	\$ 20,000	\$ 20,800	\$ 20,000
Charge for Services	\$ -	\$ 9,000	\$ 11,500	\$ 11,000
Total Revenue	\$ -	\$ 3,948,906	\$ 3,769,486	\$ 3,826,050
Water Fund Expenditures				
Water Fund Expenditures	2005 Actual	2006 Budget	2006 Projected	2007 Request
Programs				
Distribution Sys. Maintenance	\$ -	\$ 339,961	\$ 328,856	\$ 378,213
Service Requests	\$ -	\$ 97,027	\$ 93,612	\$ 110,024
Pump Stations and Tanks	\$ -	\$ 182,012	\$ 174,716	\$ 178,262
New Development Inspection	\$ -	\$ 23,063	\$ 23,403	\$ 22,888
System Support	\$ -	\$ 642,700	\$ 597,652	\$ 624,446
Billing	\$ -	\$ 189,040	\$ 165,790	\$ 219,455
Water Purchase	\$ -	\$ 2,200,000	\$ 2,099,201	\$ 2,200,000
Debt	\$ -	\$ -	\$ 31,094	\$ 31,094
Transfers To Capital/GF	\$ -	\$ 275,000	\$ 275,000	\$ 30,000
Total Expenditures	\$ -	\$ 3,948,804	\$ 3,789,326	\$ 3,794,382
Water Fund Summary				
		2006 Budget	2007 Budget	
Revenue		\$ 3,948,906	\$ 3,826,050	
Fund Balance		\$ 600,000	\$ 580,160	
Total Available		\$ 4,548,906	\$ 4,406,210	
Expenditures		\$ 3,948,804	\$ 3,794,382	
Restricted Fund Balance 15% Of Expenditures(12-31)		\$ 592,321	\$ 569,157	
Difference +/-		\$ 7,781	\$ 42,671	

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Water Fund			
Program and Activities	2006 Budget	2006 Projected	2007 Request
<i>Distribution System Maintenance</i>			
Pipe Line Maintenance	\$ 96,840.05	\$ 89,840.05	142,521.58
Leak Check Program	\$ 28,407.63	\$ 27,232.63	20,903.94
Water Quality	\$ 15,003.00	\$ 18,208.00	17,163.04
Meter Testing Program	\$ 17,925.20	\$ 8,025.20	13,162.70
PA One Call	\$ 35,909.57	\$ 33,214.57	43,971.51
Hydrant Maintenance / Valve Maintenance	\$ 104,013.25	\$ 110,763.25	82,136.54
Flushing Program	\$ 41,862.68	\$ 41,572.68	58,354.06
Sub Total	\$ 339,961.38	\$ 328,856.38	378,213.37
Percent of Total Fund	9%	9%	10%
<i>Service Requests</i>			
Meter Service	\$ 43,865.33	\$ 41,490.33	29,761.90
ServiceRequests	\$ 18,227.02	\$ 19,662.02	38,166.35
Construction Meter Service	\$ 9,685.75	\$ 8,385.75	5,172.56
Water Tap	\$ 23,781.35	\$ 22,556.35	34,735.59
Existing Structure Repair Inspections	\$ 1,467.60	\$ 1,517.60	2,187.85
Sub Total	\$ 97,027.05	\$ 93,612.05	110,024.24
Percent of Total Fund	2%	2%	3%
<i>Pump Stations and Tanks</i>			
Operations & Maintenance	\$ 182,011.84	\$ 174,715.84	178,261.64
Sub Total	\$ 182,011.84	\$ 174,715.84	178,261.64
Percent of Total Fund	5%	5%	5%
<i>New Development Inspection</i>			
New Structure Inspection	\$ 21,114.88	\$ 21,314.88	19,991.01
New Development Inspection (site)	\$ 1,948.47	\$ 2,088.47	2,897.41
Sub Total	\$ 23,063.35	\$ 23,403.35	22,888.42
Percent of Total Fund	1%	1%	1%
<i>System Support</i>			
Vehicle Maintenance	\$ 58,536.50	\$ 54,486.50	54,795.09
Administration	\$ 309,142.40	\$ 305,709.34	317,202.95
Training	\$ 46,481.98	\$ 40,106.98	19,556.67
GIS/Water Model	\$ 51,424.36	\$ 43,915.54	50,091.00
Information Technology	\$ 29,935.00	\$ 29,935.00	43,936.14
Facility Maintenance	\$ 36,715.17	\$ 39,215.17	34,968.23
SCADA	\$ 10,477.30	\$ 7,221.28	8,513.59
Operations Engineering	\$ 99,987.66	\$ 77,062.66	95,382.00
Sub Total	\$ 642,700.37	\$ 597,652.47	624,445.66
Percent of Total Fund	16%	16%	16%

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program and Activities	2006 Budget	2006 Projected	2007 Request
Billing			
Account Management	\$ 98,874.46	\$ 81,749.46	90,808.26
Meter Reading	\$ 41,316.06	\$ 35,866.06	56,298.71
Customer Service Requests	\$ 48,849.91	\$ 48,174.91	72,347.55
Sub Total	\$ 189,040.43	\$ 165,790.43	219,454.52
Percent of Total Fund	5%	4%	6%
Water Purchase			
Water Purchase	\$ 2,200,000.00	\$ 2,099,201.00	\$ 2,200,000.00
Sub Total	\$ 2,200,000.00	\$ 2,099,201.00	\$ 2,200,000.00
Percent of Total Fund	56%	55%	58%
Debt			
Interest Payment	\$ -	\$ -	\$ -
Principal Payment	\$ -	\$ 31,094.00	\$ 31,094.00
Sub Total	\$ -	\$ 31,094.00	\$ 31,094.00
Percent of Total Fund	0%	1%	1%
Transfers To Capital/GF			
Transfers To Capital/GF	\$ 275,000.00	\$ 275,000.00	\$ 30,000.00
Sub Total	\$ 275,000.00	\$ 275,000.00	\$ 30,000.00
Percent of Total Fund	7%	7%	1%
Total Water Fund	\$ 3,948,804.42	\$ 3,789,325.52	\$ 3,794,381.85

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Fund: Water Fund				
Program Name: Distribution System Maintenance				
Department Responsible for Program:		Water Field Operations		
Program Objectives:	To provide operational and maintenance services to the water distribution system in order to continually deliver water for domestic, commercial, and fire protection use while maintaining safe drinking water standards.			
		Total Program Cost:	\$	378,213.37
		Percent of Fund Total:		10%
Activity Name: Pipe Line Maintenance				
Manager Responsible for Activity:		Joe Leavens		
Activity Objectives:	To provide maintenance and repair services for the water distribution system in order to continuously deliver water to the end user with minimal interruption.			
Description:	This activity is responsible for making emergency repairs and conducting maintenance of the distribution system. Maintaining a safe and reliable water distribution system is the major responsibility of this activity.			
		Total Activity Cost:	\$	142,521.58
		Percent of Program Total:		38%
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES		40,752.73	40,752.73	72,721.88
PART TIME WAGES		1,000.00	750.00	1,250.00
OVER TIME WAGES		7,000.00	6,500.00	7,000.00
FRINGE BENEFITS		17,837.32	17,837.32	32,549.71
VEHICLE FUEL		1,250.00	1,900.00	1,500.00
MATERIAL AND SUPPLIES		11,000.00	12,500.00	13,500.00
VEHICLE SUPPLIES		1,000.00	100.00	500.00
PROFESSIONAL SERVICES		0.00		0.00
UTILITIES		0.00		0.00
EQUIPMENT REPAIR		1,000.00	0.00	500.00
EQUIPMENT RENTAL		3,000.00	250.00	2,000.00
EQUIPMENT PURCHASE		1,000.00	250.00	1,000.00
CONTRACTED SERVICES		12,000.00	9,000.00	10,000.00
SYSTEM SUPPORT		0.00	0.00	0.00
TOTAL ALLOCATION		96,840.05	89,840.05	142,521.58
Performance Measure				
Measure	FY 2004	FY 2006 Projected	FY 2006	
Number of mile of distribution lines per employee	16.75	17.25		
Average Labor cost per waterline break	\$975.00	\$1,005.00		
Number of water line breaks	8	9		

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Name: Distribution System Maintenance				
Department Responsible for Program:		Water Field Operations		
Program Objectives:	To provide operational and maintenance services to the water distribution system in order to continually deliver water for domestic, commercial, and fire protection use while maintaining safe drinking water standards.			
		Total Program Cost:	\$	378,213.37
		Percent of Fund Total:		10%
Activity Name: Leak Check Program				
Manager Responsible for Activity:		Joe Leavens		
Activity Objectives:	To ensure timely investigations of potential water leaks and to assist in the reduction of unaccountable water loss in the water distribution system.			
Description:	This activity includes the utilization of a leak detection consultant to identify leaks. 50% of the distribution system is checked annually.			
		Total Activity Cost:	\$	20,903.94
		Percent of Program Total:		6%
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	11,090.80	11,090.80	5,973.59
PART TIME WAGES	\$ -	0.00	0.00	0.00
OVER TIME WAGES	\$ -	0.00	0.00	0.00
FRINGE BENEFITS	\$ -	5,066.83	5,066.83	2,880.35
VEHICLE FUEL	\$ -	250.00	375.00	300.00
MATERIAL AND SUPPLIES	\$ -	500.00	100.00	250.00
VEHICLE SUPPLIES	\$ -	0.00	0.00	0.00
PROFESSIONAL SERVICES	\$ -	0.00	0.00	11,000.00
UTILITIES	\$ -	0.00	0.00	0.00
EQUIPMENT REPAIR	\$ -	0.00	0.00	0.00
EQUIPMENT RENTAL	\$ -	0.00	0.00	0.00
EQUIPMENT PURCHASE	\$ -	500.00	100.00	500.00
CONTRACTED SERVICES	\$ -	11,000.00	10,500.00	0.00
SYSTEM SUPPORT	\$ -	0.00	0.00	0.00
TOTAL ALLOCATION	\$ -	28,407.63	27,232.63	20,903.94
Performance Measure				
Measure		FY 2004	FY 2005	FY 2006
Number of leaks found Total/Twp Responsible		18/15	14/11	
Average gallons of water saved				
Cost for contracted services per leak found		\$525.00	\$700.00	

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Name: Distribution System Maintenance	
Department Responsible for Program:	Water Field Operations
Program Objectives:	To provide operational and maintenance services to the water distribution system in order to continually deliver water for domestic, commercial, and fire protection use while maintaining safe drinking water standards.
Total Program Cost: \$ 378,213.37	
Percent of Fund Total: 10%	

Activity Name: Water Quality	
Manager Responsible for Activity:	Joe Leavens
Activity Objectives:	To provide a maintenance service for the water distribution system in order to assure a safe drinking water supply to the end user.
Description:	Water odor and color are monitored during the annual flushing program. The quality of water must meet State standards.
Total Activity Cost: \$ 17,163.04	
Percent of Program Total: 5%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	838.65	838.65	1,102.44
PART TIME WAGES	\$ -	0.00	0.00	0.00
OVER TIME WAGES	\$ -	0.00	200.00	200.00
FRINGE BENEFITS	\$ -	314.35	314.35	60.60
VEHICLE FUEL	\$ -	250.00	375.00	300.00
MATERIAL AND SUPPLIES	\$ -	100.00	50.00	100.00
VEHICLE SUPPLIES	\$ -	0.00	0.00	0.00
PROFESSIONAL SERVICES	\$ -	13,250.00	16,000.00	15,000.00
UTILITIES	\$ -	0.00	0.00	0.00
EQUIPMENT REPAIR	\$ -	0.00	0.00	0.00
EQUIPMENT RENTAL	\$ -	0.00	0.00	0.00
EQUIPMENT PURCHASE	\$ -	250.00	400.00	350.00
CONTRACTED SERVICES	\$ -	0.00	30.00	50.00
SYSTEM SUPPORT	\$ -	0.00	0.00	0.00
TOTAL ALLOCATIONS	\$ -	15,003.00	18,208.00	17,163.04

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Labor cost per water quality test	\$49.40	\$86.20	
Number of customer complaints	9	10	

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Name: Distribution System Maintenance				
Department Responsible for Program:		Water Field Operations		
Program Objectives:	To provide operational and maintenance services to the water distribution system in order to continually deliver water for domestic, commercial, and fire protection use while maintaining safe drinking water standards.			
		Total Program Cost:	\$	378,213.37
		Percent of Fund Total:		10%
Activity Name: Meter Testing				
Manager Responsible for Activity:		Joe Leavens		
Activity Objectives:	To provide a comprehensive meter testing program to ensure water meter accuracy and accurate registration of water consumption.			
Description:	The performance accuracy of meters decreases with age. Revenue is directly related to the performance of the meters. This program is intended to identify meters which provide inaccurate consumption data. Testing performed every three years.			
		Total Activity Cost:	\$	13,162.70
		Percent of Program Total:		3%
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	4,211.53	4,211.53	127.10
PART TIME WAGES	\$ -	0.00	0.00	0.00
OVER TIME WAGES	\$ -	0.00	50.00	50.00
FRINGE BENEFITS	\$ -	1,963.67	1,963.67	60.60
VEHICLE FUEL	\$ -	250.00	375.00	300.00
MATERIAL AND SUPPLIES	\$ -	250.00	50.00	200.00
VEHICLE SUPPLIES	\$ -	0.00	0.00	0.00
PROFESSIONAL SERVICES	\$ -	11,000.00	1,250.00	12,000.00
UTILITIES	\$ -	0.00	0.00	0.00
EQUIPMENT REPAIR	\$ -	0.00	0.00	100.00
EQUIPMENT RENTAL	\$ -	0.00	0.00	0.00
EQUIPMENT PURCHASE	\$ -	250.00	50.00	250.00
CONTRACTED SERVICES	\$ -	0.00	75.00	75.00
SYSTEM SUPPORT	\$ -	0.00	0.00	0.00
TOTAL ALLOCATIONS	\$ -	17,925.20	8,025.20	13,162.70
Performance Measure				
Measure	FY 2004	FY 2005	FY 2006	
Number of large meters tested	0	34		
Cost per meter tested	0	\$325.00		
Amount of revenue recovered	0	0		
Number of meters replaced	0	0		

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Name: Distribution System Maintenance				
Department Responsible for Program:		Water Field Operations		
Program Objectives:	To provide operations and maintenance services to the water distribution system in order to continually deliver water for domestic, commercial, and fire protection use while maintaining safe drinking water standards.			
		Total Program Cost:	\$	378,213.37
		Percent of Fund Total:		10%
Activity Name: PA One Call				
Manager Responsible for Activity:		Joe Leavens		
Activity Objectives:	To provide water line locations for One Call customers in order to reduce or eliminate accidental damage to the collection system.			
Description:	This activity is required by the State of Pennsylvania. This work must be performed in the time allocated by State law. This activity is responsible for researching maps and other records and using electronic equipment (locators) to locate and mark the approximate location of underground wastewater and waterlines so that excavators and designers will be aware of their existence.			
		Total Activity Cost:	\$	43,971.51
		Percent of Program Total:		12%
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	20,797.24	20,797.24	27,367.94
PART TIME WAGES	\$ -	0.00	0.00	0.00
OVER TIME WAGES	\$ -	1,250.00	600.00	1,000.00
FRINGE BENEFITS	\$ -	8,812.33	8,812.33	11,003.57
VEHICLE FUEL	\$ -	500.00	750.00	600.00
MATERIAL AND SUPPLIES	\$ -	1,800.00	500.00	1,000.00
VEHICLE SUPPLIES	\$ -	0.00	0.00	0.00
PROFESSIONAL SERVICES	\$ -	0.00	0.00	0.00
UTILITIES	\$ -	0.00	0.00	0.00
EQUIPMENT REPAIR	\$ -	750.00	250.00	500.00
EQUIPMENT RENTAL	\$ -	0.00	0.00	0.00
EQUIPMENT PURCHASE	\$ -	0.00	5.00	1,000.00
CONTRACTED SERVICES	\$ -	2,000.00	1,500.00	1,500.00
SYSTEM SUPPORT	\$ -	0.00	0.00	0.00
TOTAL ALLOCATIONS	\$ -	35,909.57	33,214.57	43,971.51
Performance Measure				
Measure	FY 2004	FY 2005	FY 2006	
Number of facilities hit or damaged	1	0		
Number of sites marked	1288	1383		
Number of design onecalls	43	26		
Cost per locate	\$13.91	\$14.35		

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Name: Distribution System Maintenance				
Department Responsible for Program:		Water Field Operations		
Program Objectives:	To provide operational and maintenance services to the water distribution system in order to continually deliver water for domestic, commercial, and fire protection use while maintaining safe drinking water standards.			
		Total Program Cost:	\$	378,213.37
		Percent of Fund Total:		10%
Activity Name: Hydrant Maintenance / Valve Maintenance				
Manager Responsible for Activity:		Joe Leavens		
Activity Objectives:	To operate, repair and replace fire hydrants to ensure proper operation for fire protection. To operate all water valves in the distribution system in order to allow for isolation of the pipeline for repairs or in the event of an emergency.			
Description:	Necessary repairs are typically identified during the flushing program. All hydrants are operated and lubricated during the flushing program. Valves should be exercised annually to identify necessary repairs.			
		Total Activity Cost:	\$	82,136.54
		Percent of Program Total:		22%
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	56,564.00	56,564.00	37,421.20
PART TIME WAGES	\$ -	2,000.00	1,000.00	2,250.00
OVER TIME WAGES	\$ -	0.00	1,500.00	1,500.00
FRINGE BENEFITS	\$ -	24,699.25	24,699.25	16,865.34
VEHICLE FUEL	\$ -	500.00	750.00	600.00
MATERIAL AND SUPPLIES	\$ -	15,500.00	25,000.00	20,000.00
VEHICLE SUPPLIES	\$ -	0.00		0.00
PROFESSIONAL SERVICES	\$ -	0.00	0.00	0.00
UTILITIES	\$ -	0.00	0.00	0.00
EQUIPMENT REPAIR	\$ -	500.00	100.00	500.00
EQUIPMENT RENTAL	\$ -	0.00	0.00	0.00
EQUIPMENT PURCHASE	\$ -	1,250.00	150.00	1,000.00
CONTRACTED SERVICES	\$ -	3,000.00	1,000.00	2,000.00
SYSTEM SUPPORT	\$ -	0.00	0.00	0.00
TOTAL ALLOCATIONS	\$ -	104,013.25	110,763.25	82,136.54
Performance Measure				
Measure	FY 2004	FY 2005	FY 2006	
Number of valves turned				
Labor cost per valve turned				
Number of hydrants repaired or replaced	74	14		

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Name: Distribution System Maintenance				
Department Responsible for Program:		Water Field Operations		
Program Objectives:	To provide operational and maintenance services to the water distribution system in order to continually deliver water for domestic, commercial, and fire protection use while maintaining safe drinking water standards.			
		Total Program Cost:	\$	378,213.37
		Percent of Fund Total:		10%
Activity Name: Flushing Program				
Manager Responsible for Activity:		Joe Leavens		
Activity Objectives:	To improve the quality of drinking water to the customer. To investigate the operation and functionality of fire hydrants, valves and blow-off assemblies and reduce potential system failures.			
Description:	The flushing operations take place annually over a period of 9 weeks. Water quality, hydrant condition, blow off assemblies and valve inspections are performed during the operations.			
		Total Activity Cost:	\$	58,354.06
		Percent of Program Total:		15%
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	26,535.03	26,535.03	37,921.32
PART TIME WAGES	\$ -	0.00	0.00	0.00
OVER TIME WAGES	\$ -	0.00	150.00	150.00
FRINGE BENEFITS	\$ -	11,827.65	11,827.65	16,882.74
VEHICLE FUEL	\$ -	1,000.00	1,525.00	1,250.00
MATERIAL AND SUPPLIES	\$ -	1,000.00	825.00	500.00
VEHICLE SUPPLIES	\$ -	0.00	0.00	0.00
PROFESSIONAL SERVICES	\$ -	1,000.00	0.00	500.00
UTILITIES	\$ -	0.00	0.00	0.00
EQUIPMENT REPAIR	\$ -	0.00	0.00	0.00
EQUIPMENT RENTAL	\$ -	0.00	0.00	0.00
EQUIPMENT PURCHASE	\$ -	500.00	100.00	500.00
CONTRACTED SERVICES	\$ -	0.00	610.00	650.00
SYSTEM SUPPORT	\$ -	0.00	0.00	0.00
TOTAL ALLOCATIONS	\$ -	41,862.68	41,572.68	58,354.06
Performance Measure				
Measure	FY 2004	FY 2005	FY 2006	
Number of malfunctioning hydrants				
Number of malfunctioning valves				
Labor cost per hydrant flushed	\$6.96	\$7.18		

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Name: Service Requests				
Department Responsible for Program:		Water Field Operations		
Program Objectives:	To complete specific work requests received from our customers in a quick and efficient manner with a high level of customer satisfaction.			
		Total Program Cost:	\$	110,024.24
		Percent of Fund Total:		3%
Activity Name: Meter Services				
Manager Responsible for Activity:		Joe Leavens		
Activity Objectives:	This activity includes new meter installation, existing meter checks and repairs. Meters are installed and repaired by operations staff to ensure quality control and ensure current standards are being met.			
Description:	All new meters are set by operations staff which insure quality control. Meter checks and repairs are typically generated by customers based on high consumption or by operations staff during meter reading operations.			
		Total Activity Cost:	\$	29,761.90
		Percent of Program Total:		27%
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	25,541.10	25,541.10	16,525.87
PART TIME WAGES	\$ -	0.00	0.00	0.00
OVER TIME WAGES	\$ -	1,000.00	1,150.00	1,000.00
FRINGE BENEFITS	\$ -	12,074.23	12,074.23	8,036.03
VEHICLE FUEL	\$ -	500.00	750.00	600.00
MATERIAL AND SUPPLIES	\$ -	4,250.00	1,250.00	3,000.00
VEHICLE SUPPLIES	\$ -	0.00	0.00	0.00
PROFESSIONAL SERVICES	\$ -	0.00	125.00	0.00
UTILITIES	\$ -	0.00	0.00	0.00
EQUIPMENT REPAIR	\$ -	0.00	0.00	0.00
EQUIPMENT RENTAL	\$ -	0.00	0.00	0.00
EQUIPMENT PURCHASE	\$ -	500.00	250.00	250.00
CONTRACTED SERVICES	\$ -	0.00	350.00	350.00
SYSTEM SUPPORT	\$ -	0.00	0.00	0.00
TOTAL ALLOCATIONS	\$ -	43,865.33	41,490.33	29,761.90
Performance Measure				
Measure	FY 2004	FY 2005	FY 2006	
Number of meters repaired	258	176		
Number of meters installed	264	235		
Labor cost per meter installed	\$27.81	\$28.70		

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Name: Service Requests				
Department Responsible for Program:		Water Field Operations		
Program Objectives:	To complete specific work requests received from our customers in a quick and efficient manor with a high level of customer satisfaction.			
		Total Program Cost:	\$	110,024.24
		Percent of Fund Total:		3%
Activity Name: Service Requests				
Manager Responsible for Activity:		Joe Leavens		
Activity Objectives:	To provide timely water quality investigations, residential leak checks and fire flow tests as requested by customers.			
Description:	This activity includes fire flow testing for use by fire suppression designers and also includes leak and water quality checks in response to requests from customers.			
		Total Activity Cost:	\$	38,166.35
		Percent of Program Total:		35%
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	12,511.59	12,511.59	24,765.29
PART TIME WAGES	\$ -	0.00	0.00	0.00
OVER TIME WAGES	\$ -	250.00	1,750.00	1,750.00
FRINGE BENEFITS	\$ -	4,390.43	4,390.43	10,241.06
VEHICLE FUEL	\$ -	250.00	375.00	300.00
MATERIAL AND SUPPLIES	\$ -	150.00	400.00	300.00
VEHICLE SUPPLIES	\$ -	0.00	0.00	0.00
PROFESSIONAL SERVICES	\$ -	500.00	0.00	500.00
UTILITIES	\$ -	0.00	0.00	0.00
EQUIPMENT REPAIR	\$ -	0.00	0.00	0.00
EQUIPMENT RENTAL	\$ -	0.00	0.00	0.00
EQUIPMENT PURCHASE	\$ -	175.00	175.00	250.00
CONTRACTED SERVICES	\$ -	0.00	60.00	60.00
SYSTEM SUPPORT	\$ -	0.00	0.00	0.00
TOTAL ALLOCATIONS	\$ -	18,227.02	19,662.02	38,166.35
Performance Measure				
Measure	FY 2004	FY 2005	FY 2006	
Number of service requests	0	0		
Number of water pressure issues	79	79		
Labor cost per fire flow test	\$29.11	\$30.00		

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Name: Service Requests				
Department Responsible for Program:		Water Field Operations		
Program Objectives:	To complete specific work requests received from our customers in a quick and efficient manor with a high level of customer satisfaction.			
Total Program Cost:		\$	110,024.24	
Percent of Fund Total:		3%		
Activity Name: Construction Meter Service				
Manager Responsible for Activity:		Joe Leavens		
Activity Objectives:	To provide a means to capture and record an accurate measurement of water usage on construction sites so that an accurate bill can be produced for this temporary service.			
Description:	The Township provides construction meters and charges for water use on a construction site. The provision of construction meters reduces water theft and unaccountable water loss as the result of new construction activity.			
Total Activity Cost:		\$	5,172.56	
Percent of Program Total:		5%		
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	4,286.66	4,286.66	1,436.15
PART TIME WAGES	\$ -	0.00	0.00	0.00
OVER TIME WAGES	\$ -	0.00	0.00	0.00
FRINGE BENEFITS	\$ -	1,899.09	1,899.09	656.41
VEHICLE FUEL	\$ -	250.00	375.00	300.00
MATERIAL AND SUPPLIES	\$ -	2,500.00	1,500.00	2,000.00
PROFESSIONAL SERVICES	\$ -	0.00	125.00	0.00
EQUIPMENT REPAIR	\$ -	500.00	100.00	500.00
EQUIPMENT RENTAL	\$ -	250.00	100.00	200.00
CONTRACTED SERVICES	\$ -	0.00	0.00	80.00
TOTAL ALLOCATIONS	\$ -	9,685.75	8,385.75	5,172.56
	\$ -			
	\$ -			
	\$ -			
	\$ -			
Performance Measure				
Measure	FY 2004	FY 2005	FY 2006	
Labor cost per meter delivery	\$27.81	\$28.70		
Number of meters delivered	16	14		
Labor cost per backflow preventor tested	\$27.81	\$28.70		
Revenue per meter				

2007 Budget



Department/Program: Water Fund
 Organizational Responsibility: Director of Public Works

Program Name: Service Requests	
Department Responsible for Program:	Water Field Operations
Program Objectives:	To complete specific work requests received from our customers in a quick and efficient manor with a high level of customer satisfaction.
Total Program Cost: \$ 110,024.24	
Percent of Fund Total: 3%	

Activity Name: Water Tap	
Manager Responsible for Activity:	Joe Leavens
Activity Objectives:	To provide new service connections to the water distribution system in order to deliver drinking water to new customers.
Description:	All water taps up to 2" are performed by the Township. The area where service lines tap into the main line are critical in terms of system integrity and the potential for future water leaks. All new residential and nonresidential structures require water taps for service.
Total Activity Cost: \$ 34,735.59	
Percent of Program Total: 32%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	12,038.40	12,038.40	20,257.70
OVER TIME WAGES	\$ -	500.00	650.00	750.00
FRINGE BENEFITS	\$ -	5,242.95	5,242.95	9,227.89
VEHICLE FUEL	\$ -	1,000.00	1,525.00	1,250.00
MATERIAL AND SUPPLIES	\$ -	1,000.00	1,500.00	1,300.00
VEHICLE SUPPLIES	\$ -	500.00	100.00	100.00
EQUIPMENT REPAIR	\$ -	1,000.00	250.00	350.00
EQUIPMENT PURCHASE	\$ -	1,000.00	250.00	500.00
CONTRACTED SERVICES	\$ -	1,500.00	1,000.00	1,000.00
TOTAL ALLOCATIONS	\$ -	23,781.35	22,556.35	34,735.59
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Number of water taps	178	144	
Average Labor cost per tap	\$55.61	\$57.41	

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Name: Service Requests	
Department Responsible for Program:	Treatment Plant
Program Objectives:	To complete specific work requests received from our customers in a quick and efficient manor with a high level of customer satisfaction.
Total Program Cost: \$ 110,024.24	
Percent of Fund Total: 3%	

Activity Name: Existing Structure Repair Inspections	
Manager Responsible for Activity:	Joe Leavens
Activity Objectives:	To conduct inspections of any alterations or repairs made to the existing building and distribution system to ensure quality control and proper installations that meet design and construction standards.
Description:	The inspection of repairs on existing structure ensures that the integrity of the water system is protected and that all of the work meets the Township current specifications.
Total Activity Cost: \$ 2,187.85	
Percent of Program Total: 2%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	\$ 552.50	552.50	961.48
OVER TIME WAGES	\$ -	\$ 250.00	300.00	300.00
FRINGE BENEFITS	\$ -	\$ 215.10	215.10	416.37
VEHICLE FUEL	\$ -	\$ 250.00	250.00	300.00
MATERIAL AND SUPPLIES	\$ -	\$ 100.00	100.00	100.00
EQUIPMENT PURCHASE	\$ -	\$ 100.00	100.00	100.00
CONTRACTED SERVICES	\$ -	\$ -	0.00	10.00
TOTAL ALLOCATION	\$ -	\$ 1,467.60	1,517.60	2,187.85
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Number of inspections performed	18	15	
Average Labor cost per inspection	\$26.77	\$28.70	

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	66,736.45	66,736.45	41,882.20
OVER TIME WAGES	\$ -	1,000.00	3,418.00	3,500.00
FRINGE BENEFITS	\$ -	28,525.39	28,525.39	17,754.44
CHEMICALS	\$ -	500.00	500.00	500.00
VEHICLE FUEL	\$ -	1,000.00	1,731.00	2,000.00
MATERIAL AND SUPPLIES	\$ -	6,000.00	7,601.00	6,000.00
VEHICLE SUPPLIES	\$ -	1,500.00	0.00	1,500.00
UTILITIES	\$ -	56,750.00	48,615.00	85,125.00
EQUIPMENT REPAIR	\$ -	10,000.00	8,914.00	10,000.00
EQUIPMENT RENTAL	\$ -	0.00	0.00	0.00
EQUIPMENT PURCHASE	\$ -	1,000.00	575.00	1,000.00
CONTRACTED SERVICES	\$ -	8,000.00	8,100.00	8,000.00
SYSTEM SUPPORT	\$ -	1,000.00	0.00	1,000.00
TOTAL ALLOCATION	\$ -	182,011.84	174,715.84	178,261.64
	\$ -			
	\$ -			
Performance Measure				
Measure	FY 2004	FY 2005	FY 2006	
Percentage of days that customer demands for water are not	0	0		
Projected customer usage in million gallons	800	800		
Actual customer usage in million gallons	740	798		
Cost per million gallon used to purchase water	\$2.02	\$2.02		

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Name: New Development Inspection	
Department Responsible for Program:	Water Field Operations
Program Objectives:	Provide inspections on all new development and new structures to insure quality control and proper installations which meet design and construction standards.
Total Program Cost: \$ 22,888.42	
Percent of Fund Total: 1%	

Activity Name: New Structure Inspection	
Manager Responsible for Activity:	Joe Leavens
Activity Objectives:	To provide timely inspections in order to ensure quality control and proper installations that meet design and construction standards.
Description:	Inspections are performed on new structures to ensure the integrity of the water system. Proper connections help eliminate the potential for future system leaks.
Total Activity Cost: \$ 19,991.01	
Percent of Program Total: 87%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	15,310.34	15,310.34	14,134.82
FRINGE BENEFITS	\$ -	5,354.54	5,354.54	5,166.19
VEHICLE FUEL	\$ -	250.00	375.00	300.00
MATERIAL AND SUPPLIES	\$ -	100.00	25.00	100.00
EQUIPMENT PURCHASE	\$ -	100.00	25.00	100.00
CONTRACTED SERVICES	\$ -	0.00	225.00	190.00
TOTAL ALLOCATION	\$ -	21,114.88	21,314.88	19,991.01
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Total Number of inspections performed	450	335	
Average Labor Cost per inspection	\$20.85	\$21.53	

2007 Budget



Department/Program: Water Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Water Fund	
Program Name: New Development Inspection	
Department Responsible for Program: Water Field Operations	
Program Objectives:	Provide inspections on all new development and new structures to insure quality control and proper installations which meet design and construction standards.
Total Program Cost: \$ 22,888.42	
Percent of Fund Total: 1%	

Activity Name: New Development Inspection	
Manager Responsible for Activity: Joe Leavens	
Activity Objectives:	To provide a timely inspection of Township owned water infrastructures installed by developers and builders to ensure they meet constructions standards and are accessible for future maintenance/inspection.
Description:	These inspections are performed on residential and non-residential sites to ensure that the water system being proposed for dedication to the Township meets specifications prior to acceptance.
Total Activity Cost: \$ 2,897.41	
Percent of Program Total: 13%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	877.47	877.47	1,455.20
FRINGE BENEFITS	\$ -	371.00	371.00	607.21
VEHICLE FUEL	\$ -	500.00	750.00	600.00
MATERIAL AND SUPPLIES	\$ -	100.00	25.00	100.00
EQUIPMENT RENTAL	\$ -	100.00	25.00	100.00
CONTRACTED SERVICE	\$ -	0.00	40.00	35.00
TOTAL ALLOCATION	\$ -	1,948.47	2,088.47	2,897.41
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Number of Inspections performed	6	7	
Average Labor cost per inspection	\$166.86	\$172.20	

2007 Budget



Department/Program: Water Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Water Fund	
Program Name: System Support	
Department Responsible for Program: Streets & Properties	
Program Objectives:	To provide the necessary system support services, program management, information and technical services, vehicle/equipment maintenance, and training necessary to meet our community needs and regulatory requirements for the distribution of potable water.
Total Program Cost: \$ 624,445.66	
Percent of Fund Total: 16%	

Activity Name: Vehicle Maintenance	
Manager Responsible for Activity: Walter Beighey	
Activity Objectives:	The purpose of vehicle and equipment maintenance is to conduct maintenance and repair services on Township vehicles to provide safe and efficient operations, while projecting a professional image and maintaining employee satisfaction and productivity.
Description:	Vehicle maintenance will be performed by the Streets and Properties Division mechanics. This activity will require minimal input from the wastewater crews. Minor repairs and vehicle cleaning will be performed by all sewer and water crew members.
Total Activity Cost: \$ 54,795.09	
Percent of Program Total: 9%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	29,764.24	29,764.24	28,129.48
FRINGE BENEFITS	\$ -	14,272.26	14,272.26	13,765.61
VEHICLE SUPPLIES	\$ -	9,000.00	7,500.00	8,500.00
EQUIPMENT REPAIR	\$ -	2,000.00	2,000.00	2,000.00
EQUIPMENT PURCHASE	\$ -	500.00	200.00	400.00
CONTRACTED SERVICES	\$ -	3,000.00	750.00	2,000.00
TOTAL ALLOCATION	\$ -	58,536.50	54,486.50	54,795.09
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Number of hours lost due to equipment failure			
Cost per repair including contracted service			

2007 Budget



Department/Program: Water Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Water Fund	
Program Name: System Support	
Department Responsible for Program: Public Works	
Program Objectives:	To provide the necessary system support services, program management, information and technical services, vehicle/equipment maintenance, and training necessary to meet our community needs and regulatory requirements for the distribution of potable water.
Total Program Cost: \$ 624,445.66	
Percent of Fund Total: 16%	

Activity Name: Administration	
Manager Responsible for Activity: Duane McKee	
Activity Objectives:	To provide overall direction to sewer and water operations consistent with Township policy and direction. Maintaining positive customer relations and communications with staff, supervisors and public.
Description:	This activity is responsible for managing all aspects of the water operations. The manager will be responsible for scheduling, customer service and ordering materials.
Total Activity Cost: \$ 317,202.95	
Percent of Program Total: 51%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	176,624.90	178,518.84	178,497.25
PART TIME WAGES	\$ -	9,000.00	0.00	0.00
OVER TIME WAGES	\$ -	2,500.00	0.00	500.00
FRINGE BENEFITS	\$ -	60,267.50	60,267.50	63,855.70
VEHICLE FUEL	\$ -	500.00	750.00	800.00
MATERIAL AND SUPPLIES	\$ -	2,000.00	2,700.00	2,750.00
PROFESSIONAL SERVICES	\$ -	13,400.00	26,000.00	25,000.00
INSURANCE	\$ -	44,000.00	36,000.00	44,000.00
UTILITIES	\$ -	0.00	150.00	150.00
EQUIPMENT REPAIR	\$ -	250.00	0.00	250.00
CONTRACTED SERVICES	\$ -	600.00	1,323.00	1,400.00
TOTAL ALLOCATION	\$ -	309,142.40	305,709.34	317,202.95
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Number of manhours recorded per year			
Number of service requests completed	5257	4494	
Sick leave time used per employee			
Number of customer complaints			

2007 Budget



Department/Program: Water Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Water Fund	
Program Name: System Support	
Department Responsible for Program: Water Field Operations	
Program Objectives:	To provide the necessary system support services, program management, information and technical services, vehicle/equipment maintenance, and training necessary to meet our community needs and regulatory requirements for the distribution of potable water.
Total Program Cost: \$ 624,445.66	
Percent of Fund Total: 16%	

Activity Name: Training	
Manager Responsible for Activity: Joe Leavens	
Activity Objectives:	To provide personnel with safety related activities and training opportunities for the department workforce to remain in compliance with established policies, procedures and State Law.
Description:	The wastewater treatment and water treatment licenses held by crew members require a minimum of 30 credit hours every three years. Training is an investment in proper knowledge, cost reductions, work efficiency, employee improvement, positive moral and safety.
Total Activity Cost: \$ 19,556.67	
Percent of Program Total: 3%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	21,093.50	21,093.50	2,334.56
FRINGE BENEFITS	\$ -	9,288.48	9,288.48	1,022.11
VEHICLE FUEL	\$ -	100.00	150.00	150.00
MATERIAL AND SUPPLIES	\$ -	1,000.00	250.00	750.00
PROFESSIONAL SERVICES	\$ -	15,000.00	9,000.00	15,000.00
CONTRACTED SERVICES	\$ -	0.00	325.00	300.00
TOTAL ALLOCATION	\$ -	46,481.98	40,106.98	19,556.67
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Number of safety meetings held	8	6	
Lost time due to a job related injury	0	0	
Number of injuries reported	8	5	
Number of accidents recorded, vehicle/equipment	1	1	

2007 Budget



Department/Program: Water Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Water Fund	
Program Name: System Support	
Department Responsible for Program: Water Field Operations	
Program Objectives:	To provide the necessary system support services, program management, information and technical services, vehicle/equipment maintenance, and training necessary to meet our community needs and regulatory requirements for the distribution of potable water.
Total Program Cost: \$ 624,445.66	
Percent of Fund Total: 16%	

Activity Name: GIS/Water Model	
Manager Responsible for Activity: Joe Leavens	
Activity Objectives:	To provide a special reference and hydraulic model containing asset information and providing analysis for management, engineers, planners and field crews in support of decision making and maintenance operations.
Description:	The model provides decision support information for water operations. Provides focus on critical system needs and assists in future system planning. The model is managed through the engineering department.
Total Activity Cost: \$ 50,091.00	
Percent of Program Total: 8%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	25,798.82	17,000.00	28,181.00
PART TIME WAGES	\$ -	1,500.00	1,750.00	2,000.00
FRINGE BENEFITS	\$ -	12,525.54	12,525.54	13,260.00
VEHICLE FUEL	\$ -	100.00	140.00	150.00
PROFESSIONAL SERVICES	\$ -	10,000.00	12,500.00	5,000.00
EQUIPMENT PURCHASE	\$ -	1,500.00	0.00	1,500.00
CONTRACTED SERVICES	\$ -	0.00	0.00	0.00
TOTAL ALLOCATION	\$ -	51,424.36	43,915.54	50,091.00
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Number of valves collected		3721	
Labor cost per hydrant and valve GPS'ed (non surevey grade)		0	
Percentage of water system mapped		100%	
Cost for contracted service to maintain the map		0	
Number of fire flows provided	3	4	
Cost per fire flow provided	\$400.00	\$500.00	

2007 Budget



Department/Program: Water Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Water Fund	
Program Name: System Support	
Department Responsible for Program: Facilities	
Program Objectives:	To provide the necessary system support services, program management, information and technical services, vehicle/equipment maintenance, and training necessary to meet our community needs and regulatory requirements for the distribution of potable water.
Total Program Cost: \$ 624,445.66	
Percent of Fund Total: 16%	

Activity Name: Facility Maintenance	
Manager Responsible for Activity: Gary Beltz	
Activity Objectives:	To provide maintenance, custodial services, HVAC maintenance, security and access control for all facilities to ensuring unimpeded operations and safety.
Description:	The maintenance of the facilities will be managed by the Facility Manager. Minor repairs or maintenance will be performed by the wastewater crews.
Total Activity Cost: \$ 34,968.23	
Percent of Program Total: 6%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	8,821.49	8,821.49	5,071.80
FRINGE BENEFITS	\$ -	3,893.68	3,893.68	2,396.43
MATERIAL AND SUPPLIES	\$ -	9,000.00	4,500.00	8,000.00
UTILITIES	\$ -	0.00	13,000.00	12,000.00
CONTRACTED SERVICES	\$ -	15,000.00	9,000.00	7,500.00
TOTAL ALLOCATION	\$ -	36,715.17	39,215.17	34,968.23
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Cost per square foot for contacted services		\$0.50	

2007 Budget



Department/Program: Water Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Water Fund	
Program Name: System Support	
Department Responsible for Program: Engineering	
Program Objectives:	To provide the necessary system support services, program management, information and technical services, vehicle/equipment maintenance, and training necessary to meet our community needs and regulatory requirements for the distribution of potable water.
Total Program Cost: \$ 624,445.66	
Percent of Fund Total: 16%	

Activity Name: Operations Engineering	
Manager Responsible for Activity: Mike Schneider	
Activity Objectives:	To provide engineering technical support to the collection system operations and maintenance programs. To provide contract management for bid projects and purchasing services on items exceeding \$10,000. Manage engineering consultants that provide professional service for the collection system.
Description:	The activities primary function is to provide quality services of project management, engineering design, technical support for operations, maintenance and construction services. Engineering will also develop construction contracts and manage consultants.
Total Activity Cost: \$ 95,382.00	
Percent of Program Total: 15%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	53,465.40	53,465.40	\$ 50,754.00
PART TIME WAGES	\$ -	1,500.00	1,500.00	
FRINGE BENEFITS	\$ -	21,772.26	21,772.26	\$ 20,978.00
PROFESSIONAL SERVICES	\$ -	23,000.00	\$ -	\$ 23,000.00
EQUIPMENT PURCHASE	\$ -	250.00	\$ -	\$ 250.00
CONTRACTED SERVICES	\$ -	0.00	\$ 325.00	\$ 400.00
TOTAL ALLOCATION	\$ -	99,987.66	\$ 77,062.66	95,382.00
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Cost of professional service			
Number of contracts bid			

2007 Budget



Department/Program: Water Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Water Fund	
Program Name: Billing	
Department Responsible for Program: Finance	
Program Objectives:	To provide timely billing and customer service support to residential and nonresidential wastewater customers, working to ensure customer satisfaction regarding the billing process. To implement the policies of the Township regarding the collection and distribution of sewer and water funds.
Total Program Cost: \$ 219,454.52	
Percent of Fund Total: 6%	

Activity Name: Account Management	
Manager Responsible for Activity: Cindy Beers	
Activity Objectives:	To proactively manage all customer account information. Provide customer assistance on invoicing questions in a timely and courteous manner. Ensure accuracy in invoicing and usage information.
Description:	The primary function of this activity is to manage customer accounts.
Total Activity Cost: \$ 90,808.26	
Percent of Program Total: 41%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	50,545.30	50,545.30	\$ 54,144.44
OVER TIME WAGES	\$ -	250.00	\$ 125.00	\$ 200.00
FRINGE BENEFITS	\$ -	20,329.16	20,329.16	\$ 21,588.82
MATERIAL AND SUPPLIES	\$ -	8,000.00	\$ 10,200.00	\$ 13,000.00
PROFESSIONAL SERVICES	\$ -	9,000.00	\$ 550.00	\$ 1,500.00
EQUIPMENT REPAIR	\$ -	250.00	\$ -	\$ 125.00
EQUIPMENT RENTAL	\$ -	500.00	\$ -	\$ 250.00
CONTRACTED SERVICES	\$ -	10,000.00	\$ -	\$ -
TOTAL ALLOCATION	\$ -	\$ 98,874.46	\$ 81,749.46	\$ 90,808.26
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Number of water accounts	3000	3130	
Number of rereads/month	20	20	
Number of new customers	242	245	

2007 Budget



Department/Program:

Water Fund

Organizational Responsibility:

Director of Public Works

Program Fund: Water Fund	
Program Name: Billing	
Department Responsible for Program: Water Field Operations	
Program Objectives:	To provide timely billing and customer service support to residential and nonresidential wastewater customers, working to ensure customer satisfaction regarding the billing process. To implement the policies of the Township regarding the collection and distribution of sewer and water funds.
Total Program Cost: \$ 219,454.52	
Percent of Fund Total: 6%	

Activity Name: Meter Reading	
Manager Responsible for Activity: Joe Leavens	
Activity Objectives:	To obtain a meter reading and provide reading to the finance department to ensure accurate and timely billing.
Description:	This is a monthly activity with all meters being read once a quarter. The Township is split into three routes billed once each quarter.
Total Activity Cost: \$ 56,298.71	
Percent of Program Total: 26%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	22,581.97	22,581.97	35,342.24
FRINGE BENEFITS	\$ -	9,734.09	9,734.09	15,706.47
VEHICLE FUEL	\$ -	1,000.00	1,550.00	1,250.00
MATERIAL AND SUPPLIES	\$ -	500.00	100.00	250.00
EQUIPMENT REPAIR	\$ -	1,000.00	150.00	1,000.00
EQUIPMENT RENTAL	\$ -	500.00	250.00	250.00
EQUIPMENT PURCHASE	\$ -	2,000.00	250.00	1,000.00
CONTRACTED SERVICES	\$ -	4,000.00	1,250.00	1,500.00
TOTAL ALLOCATION	\$ -	41,316.06	35,866.06	56,298.71
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Number of meters read per month	3000	3150	
Labor cost per meter read	\$0.20	\$0.22	

2007 Budget



Department/Program: Water Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Water Fund	
Program Name: Billing	
Department Responsible for Program: Water Field Operations	
Program Objectives:	To provide timely billing and customer service support to residential and nonresidential wastewater customers, working to ensure customer satisfaction regarding the billing process. To implement the policies of the Township regarding the collection and distribution of sewer and water funds.
Total Program Cost: \$ 219,454.52	
Percent of Fund Total: 6%	

Activity Name: Customer Service Requests	
Manager Responsible for Activity: Joe Leavens	
Activity Objectives:	To provide customers with timely and responsive services for transition in billing and general account information.
Description:	These services are typically requested by customers as the result of turn-on/turn-off services, no leins and final billings.
Total Activity Cost: \$ 72,347.55	
Percent of Program Total: 33%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	32,866.75	32,866.75	49,100.65
FRINGE BENEFITS	\$ -	13,733.16	13,733.16	21,421.90
VEHICLE FUEL	\$ -	500.00	750.00	600.00
MATERIAL AND SUPPLIES	\$ -	1,000.00	250.00	500.00
PROFESSIONAL SERVICES	\$ -	500.00	100.00	250.00
EQUIPMENT PURCHASE	\$ -	250.00	100.00	100.00
CONTRACTED SERVICES	\$ -	0.00	375.00	375.00
TOTAL ALLOCATION	\$ -	48,849.91	48,174.91	72,347.55
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
Total Allocation	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Number of service requests	419	363	
Number of final turn offs	428	402	
Labor cost per turn on	\$6.96	\$7.18	

2007 Budget



Department/Program: Water Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Water Fund	
Program Name: Transfer to Capital/GF	
Department Responsible for Program: Finance	
Program Objectives:	Transfer of Funds to Capital Fund to pay for capital projects and transfer to General Fund for Shared Municipal Center expenses
Total Program Cost: \$ 30,000.00	
Percent of Fund Total: 1%	

Activity Name: Transfer to Capital	
Manager Responsible for Activity: Vanessa Gleason	
Activity Objectives:	Transfer of Funds to Capital Fund to pay for capital projects and transfer to General Fund for Shared Municipal Center expenses including utilities, telephone, office supplies and janitorial services
Description:	Transfer of Funds to Capital Fund to pay for capital projects and transfer to General Fund for Shared Municipal Center expenses. \$30,000 is to be transferred to General Fund and \$245,000 to the Capital fund
Total Activity Cost: \$ 30,000.00	
Percent of Program Total: 100%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
Full Time Wages	\$ -	\$ -	\$ -	\$ -
Part Time	\$ -	\$ -	\$ -	\$ -
Over Time	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -
Professional Services	\$ -	\$ -	\$ -	\$ -
Material & Supplies	\$ -	\$ -	\$ -	\$ -
Vehicle Supply	\$ -	\$ -	\$ -	\$ -
Vehicle Fuel	\$ -	\$ -	\$ -	\$ -
Equipment Rental	\$ -	\$ -	\$ -	\$ -
Equipment Repair	\$ -	\$ -	\$ -	\$ -
Equipment Purchase	\$ -	\$ -	\$ -	\$ -
Contracted Services	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -
System Support	\$ -	\$ -	\$ -	\$ -
Total Allocation	\$ -	\$ 275,000.00	\$ 275,000.00	\$ 30,000.00

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0

2007 Budget



Department/Program:

Sewer Fund

Organizational Responsibility:

Director of Public Works

Sewer Fund

Sewer Fund Revenue	2005 Actual	2006 Budget	2006 Projected	2007 Request
Revenue				
Interest Income	\$ -	\$ 50,000	\$ 105,690	\$ 80,000.00
Sewer Meter Revenue	\$ -	\$ 4,102,000	\$ 4,260,000	\$ 4,417,720.00
Tap Fees	\$ -	\$ 350,000	\$ 366,000	\$ 350,000.00
Deduct Meter Charges	\$ -	\$ -	\$ -	\$ -
Marshall Twp. Debt	\$ -	\$ 56,620	\$ 56,620	\$ 56,620.00
Marshall Twp. Revenue	\$ -	\$ 280,000	\$ 282,000	\$ 280,000.00
New Sewickley Twp. Revenue	\$ -	\$ 15,000	\$ 18,500	\$ 19,000.00
Application Fees	\$ -	\$ 6,000	\$ 3,500	\$ 6,000.00
Misc. Income	\$ -	\$ 38,000	\$ 11,500	\$ 15,000.00
Penalties	\$ -	\$ 30,000	\$ 28,700	\$ 30,000.00
Charge for Services	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ -	\$ 4,927,620	\$ 5,132,510	\$ 5,254,340

Sewer Fund Expenditures	2005 Actual	2006 Budget	2006 Projected	2007 Request
Programs				
Treatment Plant	\$ -	\$ 1,466,081	\$ 1,631,223	\$ 1,965,392
Collection Sys. Maintenance	\$ -	\$ 314,662	\$ 287,712	\$ 268,914
New Development Inspection	\$ -	\$ 31,665	\$ 31,717	\$ 25,968
Service Requests	\$ -	\$ 7,802	\$ 10,772	\$ 19,795
System Support	\$ -	\$ 759,578	\$ 692,241	\$ 715,160
Billing	\$ -	\$ 111,601	\$ 89,816	\$ 93,016
Lift Stations	\$ -	\$ 154,093	\$ 149,661	\$ 151,646
Debt	\$ -	\$ 1,880,648	\$ 1,849,555	\$ 1,885,875
Transfers To Capital/GF	\$ -	\$ 200,000	\$ 200,000	\$ 125,000
Total Expenditure	\$ -	\$ 4,926,130	\$ 4,942,698	\$ 5,250,766

Sewer Fund Summary	2006 Budget	2007 Budget
Revenue	\$ 4,927,620	\$ 5,254,340
Fund Balance	\$ 750,000	\$ 940,000
Total Available	\$ 5,677,620	\$ 6,194,340
Expenditures	\$ 4,926,130	\$ 5,250,766
Restricted Fund Balance 15% Of Expenditures(12-31)	\$ 738,920	\$ 787,615
Difference +/-	\$ 12,570	\$ 155,959

2007 Budget



Department/Program:

Sewer Fund

Organizational Responsibility:

Director of Public Works

Sewer Fund			
Program and Activities	2006 Budget	2006 Projected	2007 Request
Treatment Plant			
Operations	\$ 739,666.91	\$ 763,456.17	\$ 1,124,455.09
Maintenance	\$ 275,885.43	\$ 328,808.47	\$ 233,935.01
Bio Solids	\$ 230,169.25	\$ 303,303.55	\$ 347,468.16
Odor	\$ 158,805.96	\$ 178,026.78	\$ 148,389.34
Industrial Pretreatment	\$ 61,553.34	\$ 57,628.34	\$ 111,143.95
Sub Total	\$ 1,466,080.89	\$ 1,631,223.31	\$ 1,965,391.55
Percent of Total Fund	30%	33%	37%
Collection System Maintenance			
Pipe Line Maintenance	\$ 124,881.80	\$ 116,781.80	\$ 115,988.81
Infiltration & Inflow	\$ 155,065.55	\$ 138,890.55	\$ 110,503.24
PA One Call	\$ 34,714.99	\$ 32,039.99	\$ 42,421.51
Sub Total	\$ 314,662.34	\$ 287,712.34	\$ 268,913.55
Percent of Total Fund	6%	6%	5%
New Development Inspection			
New Structure Inspection	\$ 29,928.72	\$ 29,978.72	\$ 23,380.43
New Development Inspection (site)	\$ 1,735.82	\$ 1,738.32	\$ 2,587.41
Sub Total	\$ 31,664.54	\$ 31,717.04	\$ 25,967.85
Percent of Total Fund	1%	1%	0%
Service Requests			
Existing Structure Inspections	\$ 1,869.99	\$ 1,714.99	\$ 2,704.12
Sewer Clog / Odor	\$ 5,931.78	\$ 9,056.78	\$ 17,091.32
Sub Total	\$ 7,801.77	\$ 10,771.77	\$ 19,795.44
Percent of Total Fund	0%	0%	0%
System Support			
Fats, Oils, Greases (FOG)	\$ 11,954.95	\$ -	\$ -
Vehicle Maintenance	\$ 57,734.34	\$ 53,734.34	\$ 55,211.89
Administration	\$ 371,936.16	\$ 363,761.16	\$ 377,079.45
GIS/Sewer Model	\$ 101,483.24	\$ 60,957.41	\$ 86,216.00
Facility Maintenance	\$ 34,597.24	\$ 41,097.24	\$ 34,197.23
Training	\$ 46,099.82	\$ 40,274.82	\$ 27,239.66
Information Technology	\$ 29,935.00	\$ 29,935.00	\$ 43,936.14
SCADA	\$ 14,099.38	\$ 10,743.36	\$ 9,268.12
Operations Engineering	\$ 91,737.66	\$ 91,737.66	\$ 82,012.00
Sub Total	\$ 759,577.79	\$ 692,240.99	\$ 715,160.49
Percent of Total Fund	15%	14%	14%
Billing			
Account Management	\$ 98,874.46	\$ 79,924.46	\$ 83,849.30
Sewer Flow Meter Readings	\$ 12,726.84	\$ 9,891.84	\$ 9,166.98
Sub Total	\$ 111,601.30	\$ 89,816.30	\$ 93,016.28
Percent of Total Fund	2%	2%	2%
Lift Stations			
Operations & Maintenance	\$ 154,093.48	\$ 149,661.06	\$ 151,646.26
Sub Total	\$ 154,093.48	\$ 149,661.06	\$ 151,646.26
Percent of Total Fund	3%	3%	3%
Debt			
Interest Payment	\$ 1,109,555.00	\$ 1,109,555.00	\$ 1,085,875.00
Principle Payment	\$ 771,093.00	\$ 771,093.00	\$ 800,000.00
Sub Total	\$ 1,880,648.00	\$ 1,880,648.00	\$ 1,885,875.00
Percent of Total Fund	38%	38%	36%
Transfers To Capital/GF			
Transfers To Capital/GF	\$ 200,000.00	\$ 200,000.00	\$ 125,000.00
Sub Total	\$ 200,000.00	\$ 200,000.00	\$ 125,000.00
Percent of Total Fund	4%	4%	2%
Total Sewer Fund	\$ 4,926,130	\$ 4,973,791	\$ 5,250,766

2007 Budget



Department/Program: Sewer Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Sewer Fund	
Program Name: Treatment Plant	
Department Responsible for Program: Treatment Plant	
Program Objectives:	To provide treatment of wastewater for utility customers in order to produce effluent that protects the public's health and the environment and meets federal and state effluent standards
Total Program Cost: \$ 1,965,391.55	
Percent of Fund Total: 37%	

Activity Name: Operations	
Manager Responsible for Activity: Mike Sedon	
Activity Objectives:	To provide treatment of wastewater for utility customers in order to produce effluent that protects the public's health and the environment and meets federal and state effluent standards
Description:	Plant operators are responsible for monitoring and adjusting plant flows and processes to produce a plant effluent that meets or exceeds EPA and DEP requirements. Core areas of focus include; laboratory, pumping systems, clarification, chemical addition, activated sludge, filtration and disinfection. 25% of plant staff manpower is assigned to completing plant
Total Activity Cost: \$ 1,124,455.09	
Percent of Program Total: 57%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	96,441.31	96,441.31	209,390.20
OVER TIME WAGES	\$ -	31,000.00	30,831.00	31,000.00
FRINGE BENEFITS	\$ -	42,625.60	42,625.60	89,104.89
CHEMICALS	\$ -	195,000.00	204,849.36	205,000.00
LAB	\$ -	37,500.00	36,600.00	37,500.00
VEHICLE FUEL	\$ -	1,000.00	1,731.00	2,000.00
MATERIAL AND SUPPLIES	\$ -	9,000.00	26,229.06	19,000.00
UTILITIES	\$ -	320,600.00	288,381.00	512,960.00
EQUIPMENT RENTAL	\$ -	1,000.00	-	0.00
CONTRACTED SERVICES	\$ -	2,500.00	34,767.84	15,500.00
SYSTEM SUPPORT	\$ -	3,000.00	1,000.00	3,000.00
TOTAL ALLOCATION	\$ -	739,666.91	763,456.17	1,124,455.09
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	Y 2006 Projecte	FY 2006
Operating cost per million gallons of wastewater treated			
Gallons of wastewater treated (millions)	1361	961	
Man hours spent on operations			

2007 Budget



Department/Program: Sewer Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Sewer Fund	
Program Name: Treatment Plant	
Department Responsible for Program:	Treatment Plant
Program Objectives:	To provide treatment of wastewater for utility customers in order to produce effluent that protects the public's health and the environment and meets federal and state effluent standards
Total Program Cost: \$ 1,965,391.55	
Percent of Fund Total: 37%	

Activity Name: Maintenance	
Manager Responsible for Activity:	Mike Sedon
Activity Objectives:	To maintain equipment for the wastewater treatment plant in order to produce effluent that protects the public's health and the environment.
Description:	Plant operators are responsible for maintaining all equipment systems, tankage, and structures in order to produce a plant effluent that meets or exceeds the EPA and DEP requirements. Core areas of focus include: pumps, blowers, instrumentation, SCADA, drive units, clarifiers, and filters. 25% of the plants staff manpower is assigned to completing plant maintenance related tasks.
Total Activity Cost: \$ 233,935.01	
Percent of Program Total: 12%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	102,550.48	102,550.48	77,493.78
PART TIME WAGES	\$ -	10,000.00	7,000.00	7,000.00
OVER TIME WAGES	\$ -	5,000.00	943.00	0.00
FRINGE BENEFITS	\$ -	45,634.95	45,634.95	32,741.23
VEHICLE FUEL	\$ -	1,000.00	1,731.00	2,000.00
MATERIAL AND SUPPLIES	\$ -	40,200.00	60,300.00	30,200.00
VEHICLE SUPPLIES	\$ -	2,500.00	3,000.00	2,500.00
PROFESSIONAL SERVICES	\$ -	3,000.00	3,000.00	3,000.00
EQUIPMENT REPAIR	\$ -	15,000.00	63,173.04	40,000.00
EQUIPMENT RENTAL	\$ -	4,000.00	4,000.00	4,000.00
EQUIPMENT PURCHASE	\$ -	9,000.00	11,077.00	10,000.00
CONTRACTED SERVICES	\$ -	33,000.00	21,399.00	20,000.00
SYSTEM SUPPORT	\$ -	5,000.00	5,000.00	5,000.00
TOTAL ALLOCATION	\$ -	275,885.43	328,808.47	233,935.01
	\$ -			

Performance Measure			
Measure	FY 2004	Y 2006 Projecte	FY 2006
Maintenance cost per million gallons of wastewater treated			
Number of work orders requested			
Number of work orders completed			

2007 Budget



Department/Program: Sewer Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Sewer Fund	
Program Name: Treatment Plant	
Department Responsible for Program:	Treatment Plant
Program Objectives:	To provide treatment of wastewater for utility customers in order to produce effluent that protects the public's health and the environment and meets federal and state effluent standards
Total Program Cost: \$ 1,965,391.55	
Percent of Fund Total: 37%	

Activity Name: Bio Solids	
Manager Responsible for Activity:	Mike Sedon
Activity Objectives:	To provide treatment for the biosolids generated from the wastewater treatment plant processes and ensure proper disposal.
Description:	Plant operators are responsible for operating and maintaining all equipment required to collect, convey and process biosolids generated at the treatment plant. Core areas of focus include; thickening, ATAD, and biosolids dewatering. 15% of plant staff manpower is assigned to completing biosolids related tasks. Approximately 2,400 tons of biosolids are
Total Activity Cost: \$ 347,468.16	
Percent of Program Total: 18%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	46,430.63	46,430.63	67,107.25
PART TIME WAGES	\$ -	-	-	0.00
OVER TIME WAGES	\$ -	2,000.00	1,358.00	2,000.00
FRINGE BENEFITS	\$ -	20,238.62	20,238.62	28,860.91
CHEMICALS	\$ -	75,000.00	84,000.00	85,000.00
LAB	\$ -	1,000.00	1,237.50	1,000.00
MATERIAL AND SUPPLIES	\$ -	4,000.00	3,461.32	4,000.00
EQUIPMENT REPAIR	\$ -	47,000.00	49,000.00	47,000.00
EQUIPMENT PURCHASE	\$ -	2,000.00	2,577.48	2,000.00
CONTRACTED SERVICES	\$ -	32,000.00	95,000.00	110,000.00
SYSTEM SUPPORT	\$ -	500.00	-	500.00
TOTAL ALLOCATION	\$ -	230,169.25	303,303.55	347,468.16
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	Y 2006 Projects	FY 2006
Operating cost per dry ton of biosolids treated			
Tons of biosolids processed	2436	1760	
lbs. Biosolids per gallon of sewage treated			

2007 Budget



Department/Program:

Sewer Fund

Organizational Responsibility:

Director of Public Works

Program Fund: Sewer Fund	
Program Name: Treatment Plant	
Department Responsible for Program: Treatment Plant	
Program Objectives:	To provide treatment of wastewater for utility customers in order to produce effluent that protects the public's health and the environment and meets federal and state effluent standards
Total Program Cost: \$ 1,965,391.55	
Percent of Fund Total: 37%	

Activity Name: Odor	
Manager Responsible for Activity: Mike Sedon	
Activity Objectives:	To provide treatment of odors generated from the wastewater treatment process. Minimize odors leaving the compound and impacts to the surrounding community.
Description:	Plant operators are responsible for operating and maintaining all equipment required to capture, convey and process odors generated at the treatment plant. Core areas of focus include: five wet scrubbers, ductwork and instrumentation. 15% of plant staff manpower is assigned to completing odor control related tasks. Added carbon unit.
Total Activity Cost: \$ 148,389.34	
Percent of Program Total: 8%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	52,288.41	52,288.41	29,222.51
OVER TIME WAGES	\$ -	1,000.00	153.00	0.00
FRINGE BENEFITS	\$ -	24,517.55	24,517.55	12,166.83
CHEMICALS	\$ -	30,000.00	73,022.91	75,000.00
LAB	\$ -	1,000.00	-	1,000.00
MATERIAL AND SUPPLIES	\$ -	36,000.00	10,000.00	10,000.00
EQUIPMENT REPAIR	\$ -	8,000.00	2,000.00	3,000.00
EQUIPMENT PURCHASE	\$ -	1,000.00	5,845.95	7,000.00
CONTRACTED SERVICES	\$ -	4,000.00	10,022.61	10,000.00
SYSTEM SUPPORT	\$ -	1,000.00	176.35	1,000.00
TOTAL ALLOCATION	\$ -	158,805.96	178,026.78	148,389.34
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2006 Projected	FY 2006
Cost per CFM treated			
Total MCFM treated		5224	
Number fo man hours maintaining the scrubbers			
Odor chemical cost per gallon of sewage treated			
Cost of masking agents and chemical for scrubbers			

2007 Budget



Department/Program:

Sewer Fund

Organizational Responsibility:

Director of Public Works

Program Fund: Sewer Fund				
Program Name: Treatment Plant				
Department Responsible for Program:		Treatment Plant		
Program Objectives:	To provide treatment of wastewater for utility customers in order to produce effluent that protects the public's health and the environment and meets federal and state effluent standards			
		Total Program Cost:	\$	1,965,391.55
		Percent of Fund Total:		37%
Activity Name: Industrial Pretreatment				
Manager Responsible for Activity:		Mike Sedon		
Activity Objectives:	To control/reduce levels of potentially harmful agents being discharged by system users into the wastewater collection system which have detrimental effects on treatment plant processes.			
Description:	THIS IS A PROPOSED PROGRAM, The new position of pretreatment coordinator is established with this program. The program will establish criteria for permits, inspections, sampling and enforcement activities related to identification of potentially harmful agents entering the wastewater system			
		Total Activity Cost:	\$	111,143.95
		Percent of Program Total:		6%
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	24,306.75	24,306.75	55,615.46
FRINGE BENEFITS	\$ -	11,496.59	11,496.59	26,028.49
LAB	\$ -	20,000.00	16,000.00	25,000.00
VEHICLE FUEL	\$ -	500.00	600.00	1,000.00
MATERIAL AND SUPPLIES	\$ -	500.00	125.00	250.00
PROFESSIONAL SERVICES	\$ -	1,000.00	3,300.00	1,000.00
UTILITIES	\$ -	-	-	0.00
EQUIPMENT REPAIR	\$ -	250.00	150.00	250.00
EQUIPMENT RENTAL	\$ -	500.00	-	500.00
EQUIPMENT PURCHASE	\$ -	2,500.00	1,250.00	1,000.00
CONTRACTED SERVICES	\$ -	500.00	400.00	500.00
SYSTEM SUPPORT	\$ -	-	-	-
TOTAL ALLOCATION	\$ -	61,553.34	57,628.34	111,143.95
	\$ -			
	\$ -			
	\$ -			
Performance Measure				
Measure	FY 2004	Y 2006 Projects	FY 2006	
Number of permits issued				
Number of categorical customers				
Number of enforcement actions taken				

2007 Budget



Department/Program:

Sewer Fund

Organizational Responsibility:

Director of Public Works

Program Fund: Sewer Fund	
Program Name: Collection System Maintenance	
Department Responsible for Program:	Sewer Field Operations
Program Objectives:	To provide operations, maintenance and repair services for the waste water collection system in order to dependably deliver wastewater from the customer to the treatment plant.
Total Program Cost: \$ 268,913.55	
Percent of Fund Total: 5%	

Activity Name: Pipe Line Maintenance	
Manager Responsible for Activity:	Joe Leavens
Activity Objectives:	To provide preventative maintenance services to ensure the integrity of the wastewater system and provide emergency repairs in a timely manner while minimizing service delivery impacts to customers and the public.
Description:	This activity includes emergency repairs and maintenance of the wastewater collections system. Routine preventative maintenance operations such as right of clearing and manhole repairs are also included.
Total Activity Cost: \$ 115,988.81	
Percent of Program Total: 43%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	51,274.09	51,274.09	40,999.18
PART TIME WAGES	\$ -	1,500.00	1,500.00	3,750.00
OVER TIME WAGES	\$ -	5,000.00	2,500.00	3,500.00
FRINGE BENEFITS	\$ -	22,107.71	22,107.71	17,289.62
VEHICLE FUEL	\$ -	500.00	750.00	600.00
MATERIAL AND SUPPLIES	\$ -	22,750.00	18,500.00	22,000.00
PROFESSIONAL SERVICES	\$ -	-	6,000.00	7,500.00
EQUIPMENT REPAIR	\$ -	250.00	400.00	350.00
EQUIPMENT PURCHASE	\$ -	6,500.00	1,250.00	5,000.00
CONTRACTED SERVICES	\$ -	15,000.00	12,500.00	15,000.00
TOTAL ALLOCATIONS	\$ -	124,881.80	116,781.80	115,988.81
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2005	FY 2006
Linear feet of ROW cleared	12,000	28,000	
Number of miles of sewer pipe	152	160	
Labor cost per mile of collection infrastructure			
Number of miles of pipe per crew member	16	17	
Number of manholes per employee	455	475	

2007 Budget



Department/Program:

Sewer Fund

Organizational Responsibility:

Director of Public Works

Program Fund: Sewer Fund	
Program Name: Collection System Maintenance	
Department Responsible for Program: Sewer Field Operations	
Program Objectives:	To provide operations, maintenance and repair services for the waste water collection system in order to dependably deliver wastewater from the customer to the treatment plant.
Total Program Cost: \$ 268,913.55	
Percent of Fund Total: 5%	

Activity Name: Infiltration and Inflow	
Manager Responsible for Activity: Joe Leavens	
Activity Objectives:	To reduce the amount of infiltration and inflow into the system by providing proactive and reactive investigations of the collections system and completing necessary rehabilitation of system components. Reduction of extraneous flow into the system is the primary objective of this activity.
Description:	The program will include detailed inspections of manholes, internal TV inspections and GPS locations. Evaluation of the condition and capacity of the wastewater collection system is ongoing. This crew works with Engineering Operations in the collection of flow data through the use of permanent and mobile flow monitors to determine areas in need of repair or rebuilding.
Total Activity Cost: \$ 110,503.24	
Percent of Program Total: 41%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	33,943.17	33,943.17	12,551.51
PART TIME WAGES	\$ -	1,000.00	1,500.00	3,750.00
OVER TIME WAGES	\$ -	4,500.00	2,500.00	1,000.00
FRINGE BENEFITS	\$ -	14,022.38	14,022.38	5,551.73
VEHICLE FUEL	\$ -	250.00	375.00	300.00
MATERIAL AND SUPPLIES	\$ -	15,000.00	14,000.00	12,500.00
VEHICLE SUPPLIES	\$ -	100.00	50.00	100.00
PROFESSIONAL SERVICES	\$ -	78,000.00	70,000.00	70,000.00
EQUIPMENT REPAIR	\$ -	500.00	400.00	500.00
EQUIPMENT RENTAL	\$ -	250.00	100.00	250.00
EQUIPMENT PURCHASE	\$ -	2,500.00	1,000.00	2,000.00
CONTRACTED SERVICES	\$ -	5,000.00	1,000.00	2,000.00
TOTAL ALLOCATION	\$ -	155,065.55	138,890.55	110,503.24
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	Y 2006 Projecte	FY 2006
Gallons of stormwater removed from the system			
Linear feet of mainline replaced or repaired			
Number of sites with permanent flow monitors	0	1	

2007 Budget



Department/Program:

Sewer Fund

Organizational Responsibility:

Director of Public Works

Program Fund: Sewer Fund	
Program Name: Collection System Maintenance	
Department Responsible for Program: Sewer Field Operations	
Program Objectives:	To provide operations, maintenance and repair services for the waste water collection system in order to dependably deliver wastewater from the customer to the treatment plant.
Total Program Cost: \$ 268,913.55	
Percent of Fund Total: 5%	

Activity Name: PA One Call	
Manager Responsible for Activity:	Joe Leavens
Activity Objectives:	To provide wastewater pipe line and manhole locations for One Call customers in order to reduce or eliminate accidental damage to the collection system.
Description:	This activity is required by the State of Pennsylvania. This work must be performed in the time allocated by State law. This activity is responsible for researching maps and other records and using electronic equipment (locators) to locate and mark the approximate location of underground wastewater and waterlines so that excavators and designers will be
Total Activity Cost: \$ 42,421.51	
Percent of Program Total: 16%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES \$	-	20,136.08	20,136.08	27,367.94
OVER TIME WAGES \$	-	1,250.00	250.00	500.00
FRINGE BENEFITS \$	-	8,528.91	8,528.91	11,003.57
VEHICLE FUEL \$	-	250.00	375.00	300.00
MATERIAL AND SUPPLIES \$	-	1,800.00	1,000.00	1,000.00
EQUIPMENT PURCHASE \$	-	750.00	250.00	750.00
CONTRACTED SERVICES \$	-	2,000.00	1,500.00	1,500.00
TOTAL ALLCOCATION \$	-	34,714.99	32,039.99	42,421.51
\$	-			
\$	-			
\$	-			
\$	-			
\$	-			
\$	-			
\$	-			

Performance Measure			
Measure	FY 2004	Y 2006 Projecte	FY 2006
Number of facilities hit or damaged	1	0	
Number of sites marked	1288	1383	
Number of design onecalls	43	26	
Cost per locate	\$13.91	\$14.35	

2007 Budget



Department/Program: Sewer Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Sewer Fund	
Program Name: Service Requests	
Department Responsible for Program: Sewer Field Operations	
Program Objectives:	To complete specific work requests received from our customers in a quick and efficient manor with a high level of customer satisfaction.
Total Program Cost: \$ 19,795.44	
Percent of Fund Total: 0.38%	

Activity Name: Existing Structure Inspections	
Manager Responsible for Activity: Joe Leavens	
Activity Objectives:	To conduct inspections of any alterations or repairs made to the existing building and collection system to ensure quality control and proper installations that meet design and construction standards.
Description:	The inspection of repairs on existing structure ensures that the integrity of the wastewater system is protected and that all of the work meets the Township current specifications.
Total Activity Cost: \$ 2,704.12	
Percent of Program Total: 14%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	835.00	835.00	1,326.35
OVER TIME WAGES	\$ -	500.00	100.00	250.00
FRINGE BENEFITS	\$ -	334.99	334.99	552.77
VEHICLE FUEL	\$ -	-	375.00	350.00
MATERIAL AND SUPPLIES	\$ -	100.00	25.00	100.00
VEHICLE SUPPLIES	\$ -	-	-	0.00
EQUIPMENT PURCHASE	\$ -	100.00	25.00	100.00
CONTRACTED SERVICES	\$ -	-	20.00	25.00
	\$ -	1,869.99	1,714.99	2,704.12
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	Y 2006 Projecte	FY 2006
Number of inspections performed	18	15	
Labor cost per inspection	\$26.77	\$28.70	

2007 Budget



Department/Program:

Sewer Fund

Organizational Responsibility:

Director of Public Works

Program Fund: Sewer Fund

Program Name: System Support

Department Responsible for Program: Sewer Field Operations

Program Objectives: To provide the necessary system support services, program management, information and technical services, vehicle/equipment maintenance, and training necessary to meet our community needs and regulatory requirements for the collection, conveyance and treatment of wastewater.

Total Program Cost: \$ 715,160.49

Percent of Fund Total: 14%

Activity Name: Vehicle Maintenance

Manager Responsible for Activity: Joe Leavens

Activity Objectives: The purpose of vehicle and equipment maintenance is to conduct maintenance and repair services on Township vehicles to provide safe and efficient operations, while projecting a professional image and maintaining employee satisfaction and productivity.

Description: Vehicle maintenance will be performed by the Streets and Properties Division mechanics. This activity will require minimal input from the wastewater crews. Minor repairs and vehicle cleaning will be performed by all sewer and water crew members.

Total Activity Cost: \$ 55,211.89

Percent of Program Total: 8%

Activity Budget Allocation Request

Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	29,264.36	29,264.36	28,607.60
FRINGE BENEFITS	\$ -	13,969.98	13,969.98	13,954.30
MATERIAL AND SUPPLIES	\$ -	9,000.00	250.00	250.00
VEHICLE SUPPLIES	\$ -		7,500.00	8,000.00
EQUIPMENT REPAIR	\$ -	2,000.00	2,000.00	2,000.00
EQUIPMENT PURCHASE	\$ -	500.00	250.00	400.00
CONTRACTED SERVICES	\$ -	3,000.00	500.00	2,000.00
TOTAL ALLOCATION	\$ -	57,734.34	53,734.34	55,211.89
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure

Measure	FY 2004	FY 2006 Projected	FY 2006
Number of hours lost due to equipment failure			
Cost per repair including contracted service			

2007 Budget



Department/Program: Sewer Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Sewer Fund				
Program Name: System Support				
Department Responsible for Program:		Public Works		
Program Objectives:	To provide the necessary system support services, program management, information and technical services, vehicle/equipment maintenance, and training necessary to meet our community needs and regulatory requirements for the collection, conveyance and treatment of wastewater.			
		Total Program Cost:	\$	715,160.49
		Percent of Fund Total:		14%
Activity Name: Administration				
Manager Responsible for Activity:		Duane McKee		
Activity Objectives:	To provide overall direction to sewer and water operations consistent with Township policy and direction. Maintaining positive customer relations and communications with staff, supervisors and public.			
Description:	This activity is responsible for managing all aspects of the wastewater operations. The manager will be responsible for scheduling, customer service and ordering materials.			
		Total Activity Cost:	\$	377,079.45
		Percent of Program Total:		53%
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	208,554.90	208,554.90	211,571.75
PART TIME WAGES	\$ -	9,000.00		
OVER TIME WAGES	\$ -	2,500.00	-	0.00
FRINGE BENEFITS	\$ -	69,131.26	69,131.26	73,107.70
VEHICLE FUEL	\$ -	250.00	375.00	400.00
MATERIAL AND SUPPLIES	\$ -	5,000.00	1,500.00	2,000.00
PROFESSIONAL SERVICES	\$ -	15,400.00	22,000.00	24,000.00
INSURANCE	\$ -	60,000.00	59,000.00	62,000.00
UTILITIES	\$ -	-	-	0.00
EQUIPMENT REPAIR	\$ -	1,000.00	-	250.00
EQUIPMENT PURCHASE	\$ -	500.00	-	250.00
CONTRACTED SERVICES	\$ -	600.00	3,200.00	3,500.00
	\$ -	371,936.16	363,761.16	377,079.45
	\$ -			
	\$ -			
Performance Measure				
Measure	FY 2004	FY 2006 Projected	FY 2006	
Number of manhours recorded per year				
Number of service requests processed	5257	4494		
Sick leave time used per employee				
Number of customer complaints				

Department/Program: Sewer Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Sewer Fund				
Program Name: System Support				
Department Responsible for Program:		Treatment Plant		
Program Objectives:	To provide the necessary system support services, program management, information and technical services, vehicle/equipment maintenance, and training necessary to meet our community needs and regulatory requirements for the collection, conveyance and treatment of wastewater.			
Total Program Cost:		\$	715,160.49	
Percent of Fund Total:		14%		
Activity Name: SCADA				
Manager Responsible for Activity:		Mike Sedon		
Activity Objectives:	To provide trending information on wastewater flows and to allow for monitoring operations from remote locations.			
Description:	The SCADA system is used to monitor the operations at the treatment plant, pump stations, lift stations and water towers. The trending information provided by the SCADA is used for analyzing operations and efficiencies of the wastewater system.			
Total Activity Cost:		\$	9,268.12	
Percent of Program Total:		1%		
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	5,366.36	5,366.36	2,033.60
FRINGE BENEFITS	\$ -	2,383.02	2,383.02	984.52
VEHICLE FUEL	\$ -	100.00	-	0.00
MATERIAL AND SUPPLIES	\$ -	1,000.00	233.55	1,000.00
PROFESSIONAL SERVICES	\$ -	1,000.00	-	1,000.00
EQUIPMENT REPAIR	\$ -	1,250.00	-	1,250.00
EQUIPMENT PURCHASE	\$ -	2,000.00	2,409.13	2,000.00
CONTRACTED SERVICES	\$ -	1,000.00	351.30	1,000.00
TOTAL ALLOCATION	\$ -	14,099.38	10,743.36	9,268.12
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
Performance Measure				
Measure	FY 2004	FY 2006 Projected	FY 2006	
Number SCADA alarm notifications				
Percent of time system is available				

Department/Program: Sewer Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Sewer Fund				
Program Name: System Support				
Department Responsible for Program:		Engineering		
Program Objectives:	To provide the necessary system support services, program management, information and technical services, vehicle/equipment maintenance, and training necessary to meet our community needs and regulatory requirements for the collection, conveyance and treatment of wastewater.			
Total Program Cost:		\$	715,160.49	
Percent of Fund Total:		14%		
Activity Name: Operations Engineering				
Manager Responsible for Activity:		Lorin Meeder		
Activity Objectives:	To provide engineering technical support to the collection system operations and maintenance programs. To provide contract management for bid projects and purchasing services on items exceeding \$10,000. Manage engineering consultants that provide professional service for the collection system.			
Description:	The activities primary function is to provide quality services of project management, engineering design, technical support for operations, maintenance and construction services. Engineering will also develop construction contracts and manage consultants.			
Total Activity Cost:		\$	82,012.00	
Percent of Program Total:		11%		
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	53,465.40	53,465.40	50,754.00
PART TIME WAGES	\$ -	1,500.00	1,500.00	
FRINGE BENEFITS	\$ -	21,772.26	21,772.26	20,978.00
PROFESSIONAL SERVICES	\$ -	15,000.00	20,000.00	10,000.00
CONTRACTED SERVICES	\$ -		252.00	280.00
TOTAL ALLOCATION	\$ -	91,737.66	91,737.66	82,012.00
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
Performance Measure				
Measure	FY 2004	FY 2005	FY 2006	
Cost of professional service				
Number of contracts bid				

2007 Budget



Department/Program: Sewer Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Sewer Fund

Program Name: Billing

Department Responsible for Program: Finance

Program Objectives: To provide timely billing and customer service support to residential and nonresidential wastewater customers, working to ensure customer satisfaction regarding the billing process. To implement the policies of the Township regarding the collection and distribution of sewer and water funds.

Total Program Cost: \$ 93,016.28

Percent of Fund Total: 2%

Activity Name: Account Management

Manager Responsible for Activity: Cindy Beers

Activity Objectives: To proactively manage all customer account information. Provide customer assistance on invoicing questions in a timely and courteous manner. Ensure accuracy in invoicing and usage information.

Description: The primary function of this activity is to manage customer accounts.

Total Activity Cost: \$ 83,849.30

Percent of Program Total: 90%

Activity Budget Allocation Request

Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	50,545.30	50,545.30	51,275.70
OVER TIME WAGES	\$ -	250.00	50.00	100.00
FRINGE BENEFITS	\$ -	20,329.16	20,329.16	20,223.60
MATERIAL AND SUPPLIES	\$ -	8,000.00	8,000.00	8,000.00
PROFESSIONAL SERVICES	\$ -	9,000.00	1,000.00	1,500.00
EQUIPMENT REPAIR	\$ -	250.00	-	125.00
EQUIPMENT RENTAL	\$ -	500.00	-	125.00
CONTRACTED SERVICES	\$ -	10,000.00	-	2,500.00
TOTAL ALLOCATION	\$ -	98,874.46	79,924.46	83,849.30
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure

Measure	FY 2004	FY 2005	FY 2006
Number of sewer accounts	9,150	9,350	
Number of rereads per month	20	20	
Number of new customers	242	250	
Number of Service Requests			

2007 Budget



Department/Program:

Sewer Fund

Organizational Responsibility:

Director of Public Works

Program Fund: Sewer Fund

Program Name: Billing

Department Responsible for Program: Sewer Field Operations

Program Objectives: To provide timely billing and customer service support to residential and nonresidential wastewater customers, working to ensure customer satisfaction regarding the billing process. To implement the policies of the Township regarding the collection and distribution of sewer and water funds.

Total Program Cost: \$ 93,016.28

Percent of Fund Total: 2%

Activity Name: Sewer Flow Meter Readings

Manager Responsible for Activity: Joe Leavens

Activity Objectives: To collect flow meter readings from flow monitors located in the wastewater collection system to use for invoicing purposes.

Description: This activity provides sewer flow meter readings to billing for bulk sewer customers and sewer only customers.

Total Activity Cost: \$ 9,166.98

Percent of Program Total: 10%

Activity Budget Allocation Request

Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	4,060.27	4,060.27	2,252.22
PART TIME WAGES	\$ -	500.00	475.00	500.00
FRINGE BENEFITS	\$ -	1,666.57	1,666.57	964.76
VEHICLE FUEL	\$ -	500.00	750.00	600.00
MATERIAL AND SUPPLIES	\$ -	1,000.00	750.00	1,000.00
PROFESSIONAL SERVICES	\$ -	2,000.00	500.00	1,250.00
EQUIPMENT REPAIR	\$ -	1,000.00	600.00	750.00
EQUIPMENT RENTAL	\$ -	1,000.00	500.00	750.00
EQUIPMENT PURCHASE	\$ -	1,000.00	500.00	1,000.00
CONTRACTED SERVICES	\$ -	-	90.00	100.00
TOTAL ALLOCATION	\$ -	12,726.84	9,891.84	9,166.98
	\$ -			
	\$ -			
	\$ -			
	\$ -			

Performance Measure

Measure	FY 2004	FY 2006 Projected	FY 2006
Marshall Twp. Flow (millions)	145.5 mil	151.2 mil	
New Sewickly Flow (millions)	2.4 mil.	2.8 mil (projected)	
Labor cost per reading	\$27.81	\$28.70	
Total Man-hours for reading	156	208	
Number of flow monitors in service	6	9	

2007 Budget



Department/Program: Sewer Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Sewer Fund	
Program Name: Lift Stations	
Department Responsible for Program: Treatment Plant	
Program Objectives:	To operate and maintain the wastewater pumping lift stations in the collection system in order to continually transport wastewater to the treatment plant.
Total Program Cost: \$ 151,646.26	
Percent of Fund Total: 3%	

Activity Name: Operations and Maintenance	
Manager Responsible for Activity: Mike Sedon	
Activity Objectives:	To operate and maintain the wastewater pumping lift stations in the collection system in order to continually transport wastewater to the treatment plant.
Description:	Plant operators are responsible for operating and maintaining all equipment and structures required to convey wastewater from the collection system to the wastewater treatment plant. Core areas of focus include; Wolfe Run, Franklin Acres and Briar Creek lift stations. 10% of plant staff manpower is assigned to completing lift station related tasks.
Total Activity Cost: \$ 151,646.26	
Percent of Program Total: 100%	

Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
FULL TIME WAGES	\$ -	54,922.42	54,922.42	32,598.33
OVER TIME WAGES	\$ -	1,000.00	1,093.00	1,100.00
FRINGE BENEFITS	\$ -	23,521.06	23,521.06	14,147.93
CHEMICALS	\$ -	3,500.00	5,712.18	6,000.00
VEHICLE FUEL	\$ -	1,000.00	1,731.00	2,000.00
MATERIAL AND SUPPLIES	\$ -	7,500.00	13,914.45	7,500.00
VEHICLE SUPPLIES	\$ -	1,000.00	2,200.00	1,000.00
UTILITIES	\$ -	42,750.00	32,189.95	68,400.00
EQUIPMENT REPAIR	\$ -	6,000.00	1,950.00	6,000.00
EQUIPMENT PURCHASE	\$ -	1,000.00	-	1,000.00
CONTRACTED SERVICES	\$ -	11,400.00	12,427.00	11,400.00
SYSTEM SUPPORT	\$ -	500.00	-	500.00
TOTAL ALLOCATION	\$ -	154,093.48	149,661.06	151,646.26
	\$ -			
	\$ -			
	\$ -			

Performance Measure			
Measure	FY 2004	FY 2006 Projected	FY 2006
Operating cost per million gallons pumped			
Gallons of wastewater pumped (millions)		59	

2007 Budget



Department/Program: Sewer Fund
 Organizational Responsibility: Director of Public Works

Program Fund: Sewer Fund				
Program Name: Transfer to Capital/GF				
Department Responsible for Program:		Finance		
Program Objectives:	Transfer of Funds to Capital Fund to pay for capital projects and transfer to General Fund for Shared Municipal Center expenses.			
		Total Program Cost:	\$	125,000.00
		Percent of Fund Total:		2%
Activity Name: Transfer to Capital				
Manager Responsible for Activity:		Vanessa Gleason		
Activity Objectives:	Transfer of Funds to Capital Fund to pay for capital projects and transfer to General Fund for Shared Municipal Center expenses including utilities, telephone, office supplies and janitorial services.			
Description:	Transfer of Funds to Capital Fund to pay for capital projects and transfer to General Fund for Shared Municipal Center expenses. \$50,000 is to be transferred to General Fund and \$150,000 to the Capital fund.			
		Total Activity Cost:	\$	125,000.00
		Percent of Program Total:		100%
Activity Budget Allocation Request				
Category	2005 Actual	2006 Budget	2006 Projected	2007 Request
TRANSFER TO CAPITAL/GF	\$ -	\$ 200,000.00	\$ 200,000.00	\$ 125,000.00
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ 200,000.00	\$ 200,000.00	\$ 125,000.00
Performance Measure				
Measure	FY 2004	FY 2006 Projected	FY 2006	

Department/Program: Solid Waste Fund
Organizational Responsibility: Director of Engineering

Solid Waste Fund

Description of Fund:

This Fund operates as an Enterprise Fund, and was created in November 2004, to coincide with the implementation of Cranberry's municipal solid waste residential curbside collection program, known as the Collection Connection. The Township implemented that program in response to the Department of Environmental Protection requirement to provide for a curbside leaf collection program. Prior to the Collection Connection, residents were able to contract with any one of four haulers that served the Township, and we offered very limited recycling opportunities and had no curb side collection of leaf waste. After nearly a year of study and public input, the Township implemented an innovative bundled service that was competitively bid by the private sector that provided the following services, volume based garbage disposal, unlimited weekly co-mingled recycling for nearly all recyclables, and weekly unlimited yard waste collection from April through the first of December, plus curbside collection of Christmas trees.

This Fund receives the quarterly fees that are collected by the Township for this services, as well as all grants and performance incentives earned through our recycling efforts. The fees and grants collected are used to pay the costs associated with this program. This Fund also supports the entire municipal solid waste program provided by the Township to serve all the residents of the Township.

2007 Goals:

- Enhance opportunities for residents living in multi-family dwellings to recycle, in that we currently provide curbside collection to single family dwellings
- Provide expanded opportunities for residents to recycle cardboard.
- Work with county, state and private groups to provide additional opportunities to recycle hard to recycle items, ie, paint, electronics
- Implement program enhancements as funded in a DEP grant received in 2006 to improve the recycling component.

2007 Budget



Department/Program:

Solid Waste Fund

Organizational Responsibility:

Director of Engineering

2007 Budget Requests With History:

SOLID WASTE REVENUE	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
INTEREST INCOME	71.46	7,913.32	5,000.00	28,000.00	15,000.00
PERFORMANCE GRANT DEP	0.00	46,730.00	52,000.00	52,700.00	108,000.00
EQUIPMENT GRANT DEP	0.00	0.00	451,000.00	490,340.00	0.00
GRANT BUTLER COUNTY	0.00	250,000.00	0.00	0.00	0.00
FEES FOR SERVICES	196,697.77	1,223,087.23	1,292,414.00	1,296,000.00	1,384,348.00
MISC REV	3,453.74	30,550.26	5,000.00	31,167.00	5,000.00
PENALTIES	1,543.61	9,389.04	8,000.00	9,200.00	9,400.00
USE OF FUND BALANCE	8,205.65	N/A	N/A	N/A	236,153.00
TOTAL	209,972.23	1,567,669.85	1,813,414.00	1,907,407.00	1,757,901.00

SOLID WASTE EXPENDITURES	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
FULL TIME SALARIES	0.00	538.98	80,117.00	85,651.73	108,547.00
PART TIME WAGES	0.00	0.00	6,000.00	4,138.00	0.00
HOSPITALIZATIONS	0.00	0.00	14,018.00	13,112.66	19,961.00
VISION	0.00	0.00	214.00	198.44	235.00
DENTAL	0.00	0.00	1,541.00	1,232.93	1,408.00
457 CONTRIBUTIONS	0.00	14.66	3,277.00	3,890.90	4,497.00
NON UNIFORM PENSION	0.00	0.00	3,277.00	3,890.90	4,497.00
SOCIAL SECURITY EXPENDITURE	0.00	1,073.65	6,129.00	8,489.66	8,304.00
WORKERS COMPENSATION INSURANCE	0.00	0.00	239.00	240.00	324.00
DISABILITY INSURANCE	0.00	0.00	201.00	210.00	279.00
GENERAL OPERATING	0.00	44,691.72	3,500.00	5,000.00	3,500.00
IT EXPENSES	0.00	0.00	0.00	0.00	0.00
CART REPLACEMENT	0.00	1,602.95	28,000.00	27,000.00	28,000.00
CONSULTING	0.00	0.00	12,000.00	8,000.00	12,000.00
POSTAGE	0.00	4,861.85	6,000.00	6,100.00	6,000.00
ADVERTISING	0.00	3,449.00	3,000.00	1,000.00	3,000.00
PRINTING	2,806.00	3,638.73	11,600.00	9,000.00	11,600.00
DUES, SUBSCRIPTIONS	0.00	0.00	300.00	0.00	300.00
COLLECTION /DISPOSAL COST	207,166.23	1,246,749.54	1,228,877.00	1,237,000.00	1,274,371.00
TRAINING	0.00	0.00	4,000.00	1,000.00	4,000.00
BILLING SOFTWARE	0.00	0.00	66,000.00	5,000.00	166,000.00
MULTI FAM. TOTE PURCHASE	0.00	0.00	10,000.00	10,000.00	10,000.00
PRINCIPAL DEBT	0.00	0.00	78,465.00	80,218.00	81,421.00
INTEREST DEBT	0.00	12,600.00	12,307.00	10,861.00	9,657.00
TRANSFER TO GEN FUND	0.00	70,000.00	0.00	0.00	0.00
TOTAL	209,972.23	1,389,221.08	1,579,062.00	1,521,234.22	1,757,901.00

Department/Program: Solid Waste Fund
Organizational Responsibility: Director of Engineering

2007 Budget Impact Items:

The 2007 Rates are being adjusted pursuant to the current five year contract that provides for a modest increase in each year and fuel costs adjustments and an adjustment to cover operating needs. The new monthly rates for 2007 are as follows and reflect a 5% increase:

	11/04-12/05	1/06-12/06	1/07-12/07
96 Gal	\$13.50	14.15	14.86 (+.71)
64 Gal	\$12.95	13.57	14.25 (+.68)
38 Gal	\$12.50	13.10	13.76 (+.66)
Bag Service	\$11.67	11.92	12.18 (+.26)

The rates continue to reflect the desire to have a fund balance of approximately \$200,000 at the end of the current five year contract, which expires in October 2009. The initial cart acquisition was financed over a 10 year period. The Fund Balance can then be used to assist in the phased-in replacement of those carts near the end of their estimated useful life of 10 years.

Department/Program: Swimming Pool Fund
 Organizational Responsibility: Director of Parks and Recreation

Swimming Pool Fund

Description of Fund:

The Cranberry Community Waterpark is a dynamic facility responding to the changing needs of the community. This facility is family friendly with zero depth entry, lap pool, diving well, slides, sand play, spray pad, sand volleyball, full concession, locker rooms, and much more. Programming ranges from American Red Cross Learn to Swim lessons to scuba, and water aerobics to night swims. Popular after season programs are dog swims and fishing. Public swims average more than 70,000 swimmers per season.

2007 Goals:

- Reduce Management Overhead costs without service reductions through better use of technology and IT support;
- Balance staff support with service needs on a daily basis;
- Develop new marketing strategies for pool programs and services with a special emphasis on the private sun decks.

Staffing Levels:

Swimming Pool Personnel	2004	2005	2006	2007
Full-Time	0.5	0.5	0.5	0.5
Part-Time	90	95	100	100

2007 Budget Requests With History:

COMMUNITY POOL	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
INTEREST INCOME	2,968.52	9,632.75	5,200.00	9,000.00	10,000.00
SEASON PASSES	236,017.00	234,424.00	245,000.00	245,143.00	260,000.00
DAILY ADMISSIONS	105,847.00	156,216.50	115,000.00	138,585.00	132,000.00
INCOME CONCESSION STAND	88,491.75	123,444.69	105,000.00	109,060.00	105,000.00
MISCELLANEOUS REVENUE	563.00	1,030.00	250.00	477.00	300.00
PROGRAMMING	51,867.50	46,724.00	55,000.00	48,862.00	42,000.00
ROOM/POOL RENTAL	1,850.00	1,950.00	1,000.00	3,070.00	1,000.00
TRANSFER FROM GENERAL FUND	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00
TOTAL	637,604.77	723,421.94	676,450.00	704,197.00	700,300.00

2007 Budget



Department/Program:

Swimming Pool Fund

Organizational Responsibility:

Director of Parks and Recreation

COMMUNITY POOL	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
WAGES FULL TIME	33,237.59	29,396.63	40,000.00	42,600.00	36,000.00
WAGES LIFEGUARDS	112,018.64	120,030.94	115,000.00	116,953.99	115,000.00
WAGES-ADMISSION DESK	23,350.72	26,085.40	25,000.00	23,933.89	25,000.00
WAGES CONCESSION STAND	29,134.18	35,078.18	28,000.00	31,948.35	32,000.00
WAGES MAINTENANCE	15,292.11	15,013.26	21,000.00	19,594.55	21,000.00
HOSPITALIZATION/LIFE INS	4,830.72	5,397.89	5,581.00	6,108.00	6,179.00
VISION INSURANCE	103.50	65.28	66.00	66.00	67.00
DENTAL INSURANCE	504.13	480.12	502.00	453.00	417.00
457 CONTRIBUTION	0.00	0.00	1,135.00	1,135.00	1,154.00
NON UNIFORM PENSION	0.00	0.00	1,135.00	1,069.00	1,154.00
SOCIAL SECURITY/MEDICARE	16,322.98	17,216.27	17,900.00	18,010.00	17,520.00
UNEMP COMP INSURANCE	0.00	0.00	1,200.00	0.00	0.00
WORKERS COMPENSATION INSURANCE	8,952.04	9,884.85	13,305.00	11,626.00	14,590.00
DISABILITY INSURANCE	55.86	52.08	75.00	73.00	72.00
OVERTIME WAGES	505.02	3,145.25	5,000.00	2,828.11	3,000.00
UNIFORMS	6,407.41	8,029.71	5,000.00	2,672.10	2,500.00
MATERIALS & SUPPLIES	8,574.26	8,149.93	12,000.00	5,656.86	9,000.00
PROGRAM SUPPLIES	10,222.50	6,639.79	8,000.00	6,422.33	7,000.00
WATER TREATMENT(CHEMICALS	20,265.49	18,693.36	25,000.00	23,199.71	25,000.00
EMPLOYEE SCREENING	0.00	0.00	4,000.00	3,078.00	4,000.00
IT EXPENSES	9,370.00	18,939.00	29,462.00	29,462.00	26,051.41
ADMINISTRATIVE EXPENSES	8,471.23	8,632.30	4,500.00	4,391.07	4,500.00
TELEPHONE SERVICES	1,012.37	1,047.89	1,000.00	982.16	1,000.00
POSTAGE	1,432.00	3,196.20	1,000.00	70.00	1,000.00
CELL PHONE/PAGERS	237.05	291.88	350.00	325.91	350.00
ADVERTISING & PRINTING	3,521.98	631.43	2,000.00	3,114.49	3,500.00
INSURANCE-GENERAL LIABIL	0.00	0.00	1,000.00	0.00	0.00
ELECTRICITY	24,405.83	21,718.51	33,600.00	18,810.35	40,000.00
SEWAGE	17,060.72	20,267.80	20,000.00	14,813.10	20,000.00
GARBAGE COLLECTION	2,625.00	1,693.45	2,000.00	736.50	2,000.00
WATER	10,569.84	12,521.00	15,000.00	11,775.65	15,000.00
MAINTENANCE & REPAIRS	15,674.39	17,168.46	17,500.00	30,874.25	20,000.00
MINOR EQUIP PURCH & REPAI	2,928.37	12,359.93	10,000.00	6,042.66	10,000.00
CONCESSION PRODUCTS	43,511.09	71,841.10	55,000.00	63,100.34	65,000.00
UNFORESEEN EXPENSES	0.00	0.00	1,000.00	0.00	500.00
CAPITAL PURCHASES	25,924.42	0.00	0.00	50,972.00	20,000.00
INTEREST EXPENSES	76,732.72	75,479.95	150,000.00	150,000.00	150,000.00
TOTAL	533,254.16	569,147.84	672,311.00	702,898.37	699,554.41

Department/Program: Swimming Pool Fund
Organizational Responsibility: Director of Parks and Recreation

2007 Budget Impact Items:

- Increased cost of electrical service. The pool is an all electric facility which includes concession appliances, hot water for showers and heat pumps for pool water.

2006 Achievements:

- Increased Waterpark memberships by 199 members;
- Recorded the second largest gross revenue season for the Waterpark since it opened, and fees have not been increased in three seasons.
- Completely overhauled and renovated all of the Waterpark heat pumps with two units now in reserve and added remote control features and a digital display to manage the units both on and off site for the 2007 season.
- Painted the Waterpark pool and potentially extended the life of the Marcite finish by 15 years. The recommended refinish life of the Marcite was seven years, and our pool was ten years in operation.

Impact Fee Funds

Description of Funds:

TIP EAST FUND

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.

Completion of the Rochester Road/Rt.19 intersection upgrade is the only project scheduled in 2007. It is estimated a Fund Balance of \$3,000,000 will be available in January 2007.

TIP EAST REVENUE	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
TIP EAST INTEREST	38,708.95	57,791.43	30,000.00	90,000.00	40,000.00
INTEREST INCOME ADVANCE	0.00	6,300.00	0.00	0.00	0.00
TIP EAST CONTRIBUTIONS	628,015.00	670,071.00	800,000.00	414,217.00	400,000.00
USE OF FUND BALANCE	39,893.00	N/A	682,689.00	N/A	1,060,000.00
TOTAL	706,616.95	734,162.43	1,512,689.00	504,217.00	1,500,000.00

TIP EAST EXPENDITURES	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
TIP EAST PROJECT	706,616.95	91,730.46	1,512,689.00	225,000.00	1,500,000.00
TOTAL	706,616.95	91,730.46	1,512,689.00	225,000.00	1,500,000.00

TIP WEST FUND

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

Impact Fee Funds

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.

2007 projects include the completion of the Rochester Road/Rt. 19 intersection upgrade and design of the Northwest Quadrant Connector. It is estimated there will be Fund Balance of \$800,000 in January 2007.

TIP WEST REVENUE	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
TIP WEST INTEREST	8,253.42	8,507.10	6,000.00	13,000.00	8,000.00
TIP WEST CONTRIBUTIONS	164,610.00	289,660.00	450,000.00	577,288.00	480,000.00
USE OF FUND BALANCE	423,802.35	N/A	144,000.00	4,712.00	200,000.00
TOTAL	596,665.77	298,167.10	600,000.00	595,000.00	688,000.00

TIP WEST EXPENDITURES	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
TIP WEST PROJECT	596,665.77	217,774.58	600,000.00	595,000.00	688,000.00
TOTAL	596,665.77	217,774.58	600,000.00	595,000.00	688,000.00

RECREATION FEES-IN-LIEU FUND

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.

There are no expenditures anticipated from this fund in 2007. There will be no fund balance in January 2007.

REC. FEES IN LIEU REV.	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
INTEREST	407.26	276.30	600.00	75.00	50.00
IMPACT FEES	140,400.00	189,800.00	300,000.00	72,250.00	150,000.00
USE OF FUND BALANCE	69,454.44	8,997.24	N/A	7,675.00	N/A
TOTAL	210,261.70	199,073.54	300,600.00	80,000.00	150,050.00

Impact Fee Funds

REC. FEES IN LIEU EXP.	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
1996 G.O. BOND	116,081.89	100,000.00	130,000.00	80,000.00	0.00
INTEREST EXPENSE	94,179.81	99,073.54	0.00	0.00	0.00
TOTAL	210,261.70	199,073.54	130,000.00	80,000.00	0.00

Department/Program: Golf Course Fund
Organizational Responsibility: Director of Golf Operations

Golf Course Fund

Description of Department:

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.

In just four years, Cranberry Highlands has been established as one of the best public golf courses in Western Pennsylvania.

2007 Goals:

- Increase weekday rounds by 10%.
- Increase Cranberry Township resident rounds by 10%.
- Increase non-golf banquet revenue by 15%.

Staffing Levels:

Golf Course Personnel	2004	2005	2006	2007
Full-Time	8	6.75	6	7
Part-Time	62	63	51	50

2007 Budget Impact Items:

- **Purchasing of groomers for the greens mowers (\$9,000).** This will improve the overall consistency and conditions of the greens. This will also reduce labor as the greens will need less hand watering during the heat of the summer.
- **Re-establish Assistant Manager, Golf Operations position as full time position.** Between banquet, golf outings and merchandise, this position is responsible for nearly \$500,000 in revenue. This would increase annual costs associated with that position by \$22,500. This position was initially created as a full-time job when the course opened and has been part-time for the past two years. Due to the increasing activities being hosted by the course, it is necessary to return this position to a full-time status.
- **Penn Power increase rates 40-50%.** Electric Golf Cart charging and pump house irrigation operations are the large users. This will increase electric expense \$16,000-\$18,000.

Department/Program: Golf Course Fund
Organizational Responsibility: Director of Golf Operations

- **Increase weekend greens fees** for 18-hole rounds and for 9-hole rounds, which creates the heaviest demand on the course.
- **Streamline grille room operation:** This will reduce expenses by \$12,000 and affect income by less than \$2,000. Alternative hot food items will be offered and we will continue to serve hot dogs, kielbasa, deli sandwiches, etc.
- **Expanding the number of days in advance a Township resident may make tee times from ten days to fourteen days.**

2006 Achievements:

In 2006, CHGC experienced its highest number of golf outing and banquet guests. CHGC is on pace to eclipse 2005's gross revenue total even though total rounds played are down 9% from 2005. The course hosted a King's Restaurant Junior Golf Tournament and the Dick's Sporting Goods Amateur Two-Person Team Championship.

2007 Budget



Golf Course

Golf Course	2005 Actual		2006 Budget		2006 YTD		2007 Request	
Revenue								
Greens Fees	\$	1,058,493.00	\$	1,120,000.00	\$	1,040,876.00	\$	1,108,000.00
Cart Rental Fees	\$	296,848.00	\$	305,000.00	\$	271,772.00	\$	290,000.00
Range Fees	\$	15,656.00	\$	20,000.00	\$	16,506.00	\$	18,000.00
Golf Club Rental	\$	3,870.00	\$	4,000.00	\$	3,945.00	\$	4,000.00
Misc Revenue	\$	445.53	\$	800.00	\$	427.00	\$	500.00
Merchandise	\$	85,534.00	\$	80,000.00	\$	97,175.00	\$	100,000.00
Golf Instruction	\$	18,437.78	\$	25,000.00	\$	30,360.00	\$	32,000.00
Handicap Services	\$	4,555.00	\$	5,000.00	\$	3,975.00	\$	4,000.00
Grille Food Sales	\$	96,644.53	\$	105,000.00	\$	86,315.00	\$	95,000.00
Alcohol Sales	\$	119,333.52	\$	115,000.00	\$	135,960.00	\$	135,000.00
Catered Food	\$	79,863.86	\$	85,000.00	\$	116,648.00	\$	120,000.00
Room Rental	\$	8,090.00	\$	5,000.00	\$	7,727.00	\$	8,000.00
Sponsorship	\$	-	\$	5,000.00	\$	7,650.00		
Interest	\$	20,203.00	\$	20,000.00	\$	29,955.00	\$	20,000.00
Transfer from General Fund	\$	-	\$	95,000.00	\$	95,000.00	\$	95,000.00
Total Golf Course Fund	\$	1,807,974.22	\$	1,989,800.00	\$	1,944,291.00	\$	2,029,500.00
Golf Course Fund	2005 Actual		2006 Budget		2006 YTD		2007 Request	
Programs								
Golf Operations	\$	-	\$	-	\$	-	\$	331,599.03
Food & Beverage Operations	\$	-	\$	-	\$	-	\$	166,609.73
System Support	\$	-	\$	-	\$	-	\$	357,911.26
Turfgrass Management	\$	-	\$	-	\$	-	\$	461,642.68
Equipment Maintenance	\$	-	\$	-	\$	-	\$	86,940.63
Debt Service	\$	-	\$	-	\$	-	\$	426,197.00
Capital Program	\$	-	\$	-	\$	-	\$	-
Total Golf Course Fund	\$	-	\$	-	\$	-	\$	1,830,900.34
Net Operating Balance							\$	198,599.66

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Golf Course Fund			
Program and Activities	2006 Budget	2006 YTD	2007 Request
Golf Operations			
Golf Shop Services	\$ -	\$ -	\$ 32,997.32
Outside Services	\$ -	\$ -	\$ 26,190.07
Carts	\$ -	\$ -	\$ 82,842.74
Range	\$ -	\$ -	\$ 13,905.14
Merchandise	\$ -	\$ -	\$ 77,421.96
Lessons	\$ -	\$ -	\$ 15,241.55
Golf Outings	\$ -	\$ -	\$ 83,000.25
Sub Total	\$ -	\$ -	\$ 331,599.03
Percent of Total Fund			18.11%
Food & Beverage Operations			
Grille	\$ -	\$ -	\$ 98,880.94
Kitchen	\$ -	\$ -	\$ 10,233.63
Banquet Facility	\$ -	\$ -	\$ 57,495.15
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 166,609.73
Percent of Total Fund			9.10%
System Support			
Facility Maintenance	\$ -	\$ -	\$ 70,920.55
Administration	\$ -	\$ -	\$ 205,911.32
Information Technology	\$ -	\$ -	\$ 32,117.40
Training	\$ -	\$ -	\$ 11,616.67
Infrastructure	\$ -	\$ -	\$ 17,345.32
Vehicle Maintenance	\$ -	\$ -	\$ 20,000.00
Sub Total	\$ -	\$ -	\$ 357,911.26
Percent of Total Fund			19.55%
Turfgrass Management			
Greens Maintenance	\$ -	\$ -	\$ 122,373.51
Tees Maintenance	\$ -	\$ -	\$ 53,901.07
Fairways Maintenance	\$ -	\$ -	\$ 89,917.41
Rough Maintenance	\$ -	\$ -	\$ 108,041.45
Bunker Maintenance	\$ -	\$ -	\$ 41,878.25
Irrigation/Pond Maintenance	\$ -	\$ -	\$ 45,530.99
Sub Total	\$ -	\$ -	\$ 461,642.68
Percent of Total Fund			25.21%
Equipment Maintenance			
Equipment Repair	\$ -	\$ -	\$ 53,336.74
Equipment PMI	\$ -	\$ -	\$ 33,603.89
	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 86,940.63
Percent of Total Fund			4.75%
Debt Service			
Interest Payment	\$ -	\$ -	\$ 396,197.00
Principle Payment	\$ -	\$ -	\$ 30,000.00
Sub Total	\$ -	\$ -	\$ 426,197.00
Percent of Total Fund			23.28%
Capital Program			
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -
Percent of Total Fund			
	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -
Percent of Total Fund			
	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -
Percent of Total Fund			
	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -
Percent of Total Fund			
Total Golf Course Fund			\$ 1,830,900.34

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund:	Golf Course
Program Name:	Golf Operations
Department Responsible for Program:	
Program Objectives:	To provide quality goods and services to the golfing public that includes an outstanding golf experience, merchandise, golf outing service, golf instruction and other standard golf industry services in an efficient and service oriented manner.
Total Program Cost: \$ 331,599.03	
Percent of Fund Total: 18.11%	

Activity Name:	Golf Shop Services
Manager Responsible for Program:	Jon Shuster
Activity Objectives:	To provide orderly customer access to the golf course that includes tee times, golf fee collection and on-course customer service. Maximizing golf course utilization, promoting the game of golf and providing outstanding customer service are the overall go
Description:	The golf course golf shop staff is responsible for providing outstanding customer service while taking tee time reservations, collecting golf fees. USGA handicapping administration, merchandising and promotion of facility events and specials are also a f
Total Activity Cost: \$ 32,997.32	
Percent of Program Total: 9.95%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 10,746.53
Part Time			\$ 16,456.56
Over Time			
Fringe Benefits			\$ 207.03
Social Security			\$ 337.20
Professional Services			\$ 3,000.00
Material & Supplies			\$ 2,250.00
Vehicle Fuel			\$ -
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			\$ -
Utilities			\$ -
Total Allocation			\$ 32,997.32

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Golf Operations
Department Responsible for Program: Golf Course	
Program Objectives:	To provide quality goods and services to the golfing public that includes an outstanding golf experience, merchandise, golf outing service, golf instruction and other standard golf industry services in an efficient and service oriented manner.
Total Program Cost: \$ 331,599.03	
Percent of Fund Total: 18.11%	

Activity Name: Outside Services	
Manager Responsible for Program: Craig Walker	
Activity Objectives:	To provide great customer service to the golfers while on the golf course. Following the day's tee sheet, maintaining a well-paced round of golf (4.5 hrs.) and protecting the township's investment are also the focus of Outside Services.
Description:	The golf course golf staff (pro shop and outside services) is responsible for providing outstanding customer service while taking tee time reservations, collecting golf fees, starting golfers from the first tee and monitoring play on the course. USGA han
Total Activity Cost: \$ 26,190.07	
Percent of Program Total: 7.90%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 3,117.50
Part Time			\$ 22,716.56
Over Time			
Fringe Benefits			\$ 2.30
Social Security			\$ 3.71
Professional Services			
Material & Supplies			\$ 350.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			
Utilities			
Total Allocation			\$ 26,190.07

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Golf Operations
Department Responsible for Program:	Golf Course
Program Objectives:	To provide quality goods and services to the golfing public that includes an outstanding golf experience, merchandise, golf outing service, golf instruction and other standard golf industry services in an efficient and service oriented manner.
Total Program Cost: \$ 331,599.03	
Percent of Fund Total: 18.11%	

Activity Name: Carts	
Manager Responsible for Program:	Craig Walker
Activity Objectives:	To provide a clean, safe fleet of 80 golf carts for rental to the customers for use on the golf course.
Description:	Cart staff is responsible for the proper staging, rotation and cleaning of carts. This includes checking the carts for proper battery water levels, tire air pressure, brake and steering performance.
Total Activity Cost: \$ 82,842.74	
Percent of Program Total: 24.98%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 1,723.49
Part Time			\$ 17,697.19
Over Time			
Fringe Benefits			\$ 1,506.38
Social Security			\$ 1,485.68
Professional Services			
Material & Supplies			\$ 350.00
Vehicle Fuel			
Equipment Rental			\$ 58,080.00
Equipment Repair			\$ 2,000.00
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			
Utilities			
Total Allocation			\$ 82,842.74

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Golf Operations
Department Responsible for Program:	Golf Course
Program Objectives:	To provide quality goods and services to the golfing public that includes an outstanding golf experience, merchandise, golf outing service, golf instruction and other standard golf industry services in an efficient and service oriented manner.
Total Program Cost: \$ 331,599.03	
Percent of Fund Total: 18.11%	

Activity Name: Range	
Manager Responsible for Program:	Matt Black
Activity Objectives:	To provide a quality practice facility which includes an adequate number of clean range balls on a daily basis. To provide a clean, neat and organized range tee area.
Description:	Range staff is responsible for picking and cleaning range balls on a daily basis, setting up the range tee and keeping it clean.
Total Activity Cost: \$ 13,905.14	
Percent of Program Total: 4.19%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 1,368.64
Part Time			\$ 4,854.38
Over Time			
Fringe Benefits			\$ 706.06
Social Security			\$ 476.06
Professional Services			
Material & Supplies			\$ 6,500.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			
Utilities			
Total Allocation			\$ 13,905.14

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Golf Operations
Department Responsible for Program:	Golf Course
Program Objectives:	To provide quality goods and services to the golfing public that includes an outstanding golf experience, merchandise, golf outing service, golf instruction and other standard golf industry services in an efficient and service oriented manner.
Total Program Cost: \$ 331,599.03	
Percent of Fund Total: 18.11%	

Activity Name: Merchandise	
Manager Responsible for Program:	Jon Shuster/Craig Walker
Activity Objectives:	To provide to the golfing public a limited selection of quality golf merchandise (apparel, outerwear, hats, gloves, balls, clubs and golf accessories). Working with vendors to produce high profit margins and quick turnover while reducing inventory to a r
Description:	Manager is responsible for maintaining a conservative inventory level through fast turnover and several small pre-booked orders. Keeping the pro shop clean with attractive displays and orgaized inventory is also a function.
Total Activity Cost: \$ 77,421.96	
Percent of Program Total: 23.35%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 9,377.89
Part Time			\$ 604.69
Over Time			
Fringe Benefits			\$ 3,975.72
Social Security			\$ 763.67
Professional Services			
Material & Supplies			\$ 200.00
Cost of Goods Sold (Inventory)			\$ 62,500.00
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			
Utilities			
Total Allocation			\$ 77,421.96

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Golf Operations
Department Responsible for Program: Golf Course	
Program Objectives:	To provide quality goods and services to the golfing public that includes an outstanding golf experience, merchandise, golf outing service, golf instruction and other standard golf industry services in an efficient and service oriented manner.
Total Program Cost: \$ 331,599.03	
Percent of Fund Total: 18.11%	

Activity Name: Lessons	
Manager Responsible for Program: Jon Shuster/Matt Black	
Activity Objectives:	To provide quality golf instruction to all golfers (men, women, juniors, seniors) and promote the game of golf. This includes individual lessons, playing lessons, group lessons and golf clinics.
Description:	Matt is responsible for being available for lessons 4-5 days per week from April through October. Lesson scheduling is done through the pro shop staff. He is also responsible for conducting the maximum number of junior clinics each summer. Clinic regi
Total Activity Cost: \$ 15,241.55	
Percent of Program Total: 4.60%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 684.32
Part Time			\$ 10,911.56
Over Time			\$ -
Fringe Benefits			\$ 758.58
Social Security			\$ 887.09
Professional Services			\$ -
Material & Supplies			\$ 2,000.00
Vehicle Fuel			\$ -
Equipment Rental			\$ -
Equipment Repair			\$ -
Equipment Purchase			\$ -
Fertilizers			\$ -
Chemicals			\$ -
Contracted Services			\$ -
Utilities			\$ -
Total Allocation			\$ 15,241.55

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Golf Operations
Department Responsible for Program: Golf Course	
Program Objectives:	To provide quality goods and services to the golfing public that includes an outstanding golf experience, merchandise, golf outing service, golf instruction and other standard golf industry services in an efficient and service oriented manner.
Total Program Cost: \$ 331,599.03	
Percent of Fund Total: 18.11%	

Activity Name: Golf Outings	
Manager Responsible for Program: Craig Walker	
Activity Objectives:	To be a host to corporate, charity and organizational golf outings. To consistently maximize total revenue per golfer by exceeding our customer's expectations while providing outstanding course conditions, superior customer service and high quality food
Description:	Manager is responsible for cultivating leads, selling and contracting packages, scheduling and coordinating outings and hosting a majority of the events.
Total Activity Cost: \$ 83,000.25	
Percent of Program Total: 25.03%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 17,488.64
Part Time			\$ 1,076.88
Over Time			
Fringe Benefits			\$ 8,014.47
Social Security			\$ 1,420.26
Professional Services			
Material & Supplies			
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			\$ 55,000.00
Utilities			
Total Allocation			\$ 83,000.25

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Food & Beverage Operations
Department Responsible for Program:	Golf Course
Program Objectives:	To provide quality food and beverage service to all golf course guests.
Total Program Cost: \$ 166,609.73	
Percent of Fund Total: 9.10%	

Activity Name: Grille	
Manager Responsible for Program:	Jon Shuster/F & B Coordinator
Activity Objectives:	To provide quality food and beverage service to the golfing public while maintaining high profit margins and providing outstanding customer service. Quick service at the turn and following safe food service standards are also imperative to this activity.
Description:	Grille staff is responsible for serving golfers food and beverages at the turn and before/after their round. This includes grille counter coverage and beverage cart service daily (May1 through September 30). Staffing will be based on amount of play before
Total Activity Cost: \$ 98,880.94	
Percent of Program Total: 59.35%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 3,421.60
Part Time			\$ 18,378.13
Over Time			
Fringe Benefits			\$ 2,063.54
Social Security			\$ 1,667.68
Professional Services			
Material & Supplies			\$ 3,200.00
Cost of Goods Sold (Inventory)			\$ 68,000.00
Equipment Rental			\$ 2,150.00
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			\$ -
Utilities			
Total Allocation			\$ 98,880.94

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Food & Beverage Operations
Department Responsible for Program:	Golf Course
Program Objectives:	To provide quality food and beverage service to all golf course guests.
Total Program Cost: \$ 166,609.73	
Percent of Fund Total: 9.10%	

Activity Name: Kitchen	
Manager Responsible for Program:	Jon Shuster/F & B Coordinator
Activity Objectives:	To maintain a clean, neat and organized kitchen and cooler area with minimized waste while adhering to proper health department food preparation standards. Maintaining adequate food inventory levels(par) which are rotated and utilized with maximum profit
Description:	Cooks are responsible for following open / close procedures, checking in food orders, rotating stock, following standard cleaning schedule, keeping equipment clean and in good operating condition and adhering to applicable health code procedures.
Total Activity Cost: \$ 10,233.63	
Percent of Program Total: 6.14%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 3,421.60
Part Time			\$ 3,260.00
Over Time			
Fringe Benefits			\$ 1,340.89
Social Security			\$ 511.14
Professional Services			
Material & Supplies			
Vehicle Fuel			
Equipment Rental			
Equipment Repair			\$ 500.00
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			\$ 1,200.00
Utilities			
Total Allocation			\$ 10,233.63

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Food & Beverage Operations
Department Responsible for Program:	Golf Course
Program Objectives:	To provide quality food and beverage service to all golf course guests.
Total Program Cost: \$ 166,609.73	
Percent of Fund Total: 9.10%	

Activity Name: Banquet Facility	
Manager Responsible for Program:	Craig Walker & F / B Coordinator
Activity Objectives:	To be a host to banquets, business meetings and other functions held in the banquet room. To consistently maximize total revenue by exceeding our customer's expectations while providing a comfortable setting, superior customer service and high quality food
Description:	Manager is responsible for cultivating leads, selling and contracting packages, scheduling and coordinating banquets and hosting a majority of the events. Manager must also work closely with caterer to ensure customers are receiving highest quality food
Total Activity Cost: \$ 57,495.15	
Percent of Program Total: 34.51%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 11,937.95
Part Time			\$ 3,544.06
Over Time			
Fringe Benefits			\$ 5,828.77
Social Security			\$ 1,184.37
Professional Services			
Material & Supplies			
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			\$ 35,000.00
Utilities			
Total Allocation			\$ 57,495.15

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	System Support
Department Responsible for Program:	Golf Course
Program Objectives:	To provide the necessary facility management, program management, information and technology services, vehicle maintenance and training necessary to meet the needs of the golf course staff and the golfing public.
Total Program Cost: \$ 357,911.26	
Percent of Fund Total: 19.55%	

Activity Name: Facility Maintenance	
Manager Responsible for Program:	Gary Beltz/Jon Shuster/Dave Barber
Activity Objectives:	To provide facility maintenance, custodial services, HVAC maintenance, security and access control, trash service and landscape maintenance for golf clubhouse and turfgrass center, ensuring continuous operations and safety.
Description:	The maintenance of the golf course facilities will be managed by the Facility Manager. Landscape and grounds maintenance will be managed by the golf course superintendent. Minor repairs or maintenance will be performed by the golf course maintenance sta
Total Activity Cost: \$ 70,920.55	
Percent of Program Total: 19.82%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 2,028.00
Part Time			\$ -
Over Time			
Fringe Benefits			\$ 736.26
Social Security			\$ 156.29
Professional Services			
Material & Supplies			\$ 4,500.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			\$ 500.00
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			\$ 18,000.00
Utilities			\$ 45,000.00
Total Allocation			\$ 70,920.55

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	System Support
Department Responsible for Program: Golf Course	
Program Objectives:	To provide the necessary facility management, program management, information and technology services, vehicle maintenance and training necessary to meet the needs of the golf course staff and the golfing public.
Total Program Cost: \$ 357,911.26	
Percent of Fund Total: 19.55%	

Activity Name: Administration	
Manager Responsible for Program: Jon Shuster	
Activity Objectives:	To provide overall direction to golf course operations consistent with Township policy and direction. Maintaining positive customer relations and communications with staff, supervisors, the general public and golf course guests. Ensuring that the golf c
Description:	Manager is responsible for the overall performance of the golf course operation. This includes ensuring outstanding customer service, facility services (food & beverage, banquets, golf outings) and golf course conditions.
Total Activity Cost: \$ 205,911.32	
Percent of Program Total: 57.53%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 84,381.44
Part Time			\$ 262.50
Over Time			
Fringe Benefits			\$ 32,592.12
Social Security			\$ 6,475.26
Professional Services			\$32,000.00
Material & Supplies			\$6,200.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			\$44,000.00
Utilities			
Total Allocation			\$ 205,911.32

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	System Support
Department Responsible for Program: Golf Course	
Program Objectives:	To provide the necessary facility management, program management, information and technology services, vehicle maintenance and training necessary to meet the needs of the golf course staff and the golfing public.
Total Program Cost: \$ 357,911.26	
Percent of Fund Total: 19.55%	

Activity Name: Information Technology	
Manager Responsible for Program: Jon Zygmunt	
Activity Objectives:	To provide computer support and equipment needs to the department so they the appropriate tools to perform daily activities, data collection and point of sale functions.
Description:	The Information Technology Department is responsible for this activity. The maintenance and performance quality of the computers are vital to the staff efficiency and customer satisfaction.
Total Activity Cost: \$ 32,117.40	
Percent of Program Total: 8.97%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ -
Part Time			\$ -
Over Time			
Fringe Benefits			\$ -
Social Security			\$ -
Professional Services			\$ 32,117.40
Material & Supplies			
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			
Utilities			
Total Allocation			\$ 32,117.40

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	System Support
Department Responsible for Program: Golf Course	
Program Objectives:	To provide the necessary facility management, program management, information and technology services, vehicle maintenance and training necessary to meet the needs of the golf course staff and the golfing public.
Total Program Cost: \$ 357,911.26	
Percent of Fund Total: 19.55%	

Activity Name: Training	
Manager Responsible for Program: Jon Shuster/Dave Barber	
Activity Objectives:	To provide staff with safety related activities and training opportunities in order for the department workforce to remain in compliance with established policies, procedures and State Law.
Description:	State pesticide requirements, equipment/operation safety, first aid, safe food handling and service, customer service and responsible alcohol management are all training programs that are offered to golf course staff based on position and responsibilities
Total Activity Cost: \$ 11,616.67	
Percent of Program Total: 3.25%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 5,889.52
Part Time			\$ -
Over Time			
Fringe Benefits			\$ 2,276.61
Social Security			\$ 450.55
Professional Services			\$ 500.00
Material & Supplies			\$ 2,500.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			
Utilities			
Total Allocation			\$ 11,616.67

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	System Support
Department Responsible for Program: Maintenance Staff	
Program Objectives:	To provide an annual inspection of existing infrastructure.
Total Program Cost: \$ 357,911.26	
Percent of Fund Total: 19.55%	

Activity Name: Infrastructure Inspections	
Manager Responsible for Program: Dave Barber	
Activity Objectives:	To provide annual inspection for the safety of staff and customers.
History:	These inspection are preformed on parking lots, cart paths, side walks, ponds and bridges to protect the townships investment.
Total Activity Cost: \$ 17,345.32	
Percent of Program Total: 4.85%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 1,991.39
Part Time			\$ -
Over Time			
Fringe Benefits			\$ 701.58
Social Security			\$ 152.34
Professional Services			\$ 2,000.00
Material & Supplies			\$ 6,000.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			\$ 6,500.00
Utilities			
Total Allocation			\$ 17,345.32

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	System Support
Department Responsible for Program:	Golf Course
Program Objectives:	To provide the necessary facility management, program management, information and technology services, vehicle maintenance and training necessary to meet the needs of the golf course staff and the golfing public.
Total Program Cost: \$ 357,911.26	
Percent of Fund Total: 19.55%	

Activity Name: Vehicle Maintenance	
Manager Responsible for Program:	Dave Barber
Activity Objectives:	To conduct maintenance and repair services on Township vehicles. To provide safe and efficient operations, while projecting a professional image and ensuring employee satisfaction and productivity.
Description:	Vehicle maintenance will be performed by the Streets and Properties Division mechanics. Minor repairs and vehicle cleaning will be performed by golf course maintenance staff.
Total Activity Cost: \$ 20,000.00	
Percent of Program Total: 5.59%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ -
Part Time			\$ -
Over Time			
Fringe Benefits			\$ -
Social Security			\$ -
Professional Services			
Material & Supplies			
Vehicle Fuel			\$ 20,000.00
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			
Utilities			
Total Allocation			\$ 20,000.00

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Turfgrass Management
Department Responsible for Program:	Maintenance staff
Program Objectives:	To provide a healthy high quality turfgrass which produces significant golf rounds, generating revenue.
Total Program Cost: \$ 461,642.68	
Percent of Fund Total: 25.21%	

Activity Name: Greens Maintenance	
Manager Responsible for Program:	Dave Barber / Todd Ondeck
Activity Objectives:	To provide healthy, consistent, true putting surfaces that customers have come to expect.
Description:	The staff is responsible for mowing, caning, ballmark repair, spraying, amending, cup changing, rolling, leaf clean-up, watering, soil testing, and cultural practices.
Total Activity Cost: \$ 122,373.51	
Percent of Program Total: 26.51%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 29,328.62
Part Time			\$ 11,060.00
Over Time			\$ 4,500.00
Fringe Benefits			\$ 12,655.00
Social Security			\$ 3,129.89
Professional Services			
Material & Supplies			\$ 9,700.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			\$ 9,000.00
Fertilizers			\$ 12,000.00
Chemicals			\$ 30,000.00
Contracted Services			\$ 1,000.00
Utilities			
Total Allocation			\$ 122,373.51

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Turfgrass Management
Department Responsible for Program:	Maintenance staff
Program Objectives:	To provide a healthy high quality turfgrass producing significant golf rounds, generating revenue.
Total Program Cost: \$ 461,642.68	
Percent of Fund Total: 25.21%	

Activity Name: Tees Maintenance	
Manager Responsible for Program:	Dave Barber/ Todd Ondeck
Activity Objectives:	To maintain quality turfgrass with numerous teeing surfaces to accommodate golfers of various skill levels.
Description:	The staff is responsible for mowing, amending, spraying, cultural practices, water jugs, divot repair, stone trimming, watering, tee markers, leaf clean-up, signs and beds, ball washers.
Total Activity Cost: \$ 53,901.07	
Percent of Program Total: 11.68%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 10,762.96
Part Time			\$ 20,017.50
Over Time			
Fringe Benefits			\$ 5,252.14
Social Security			\$ 2,368.48
Professional Services			
Material & Supplies			\$ 4,000.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			\$ 3,500.00
Chemicals			\$ 8,000.00
Contracted Services			
Utilities			
Total Allocation			\$ 53,901.07

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Turfgrass Management
Department Responsible for Program:	Maintenance Staff
Program Objectives:	To provide healthy high quality turfgrass producing significant golf rounds, generating revenue.
Total Program Cost: \$ 461,642.68	
Percent of Fund Total: 25.21%	

Activity Name: Fairways Maintenance	
Manager Responsible for Program:	Dave Barber/ Todd Ondeck
Activity Objectives:	To deliver a consistent fairway turf grass quality with a favorable lie for the golfer.
Description:	The maintenance staff is responsible for mowing, fertilizing, amending, spraying, watering, leaf clean up, cultural practices, divot repair and sod work.
Total Activity Cost: \$ 89,917.41	
Percent of Program Total: 19.48%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 14,280.24
Part Time			\$ 12,425.00
Over Time			
Fringe Benefits			\$ 6,149.71
Social Security			\$ 2,062.46
Professional Services			
Material & Supplies			\$ 3,000.00
Vehicle Fuel			
Equipment Rental			\$ 2,000.00
Equipment Repair			
Equipment Purchase			
Fertilizers			\$ 18,000.00
Chemicals			\$ 32,000.00
Contracted Services			
Utilities			
Total Allocation			\$ 89,917.41

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Turfgrass Management
Department Responsible for Program:	Maintenance Staff
Program Objectives:	To provide healthy high quality turfgrass producing significant golf rounds, generating revenue.
Total Program Cost: \$ 461,642.68	
Percent of Fund Total: 25.21%	

Activity Name: Rough Maintenance	
Manager Responsible for Program:	Dave Barber/ Todd Ondeck
Activity Objectives:	To maintain a dense , healthily turf quality mowed at 2" 3/4 inches to accommodate golfers.
Description:	The maintenance staff is responsible for mowing, fertilizing, spraying, watering, aerway, sod work, trash clean up and leaf clean up.
Total Activity Cost: \$ 108,041.45	
Percent of Program Total: 23.40%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 37,561.26
Part Time			\$ 23,545.00
Over Time			
Fringe Benefits			\$ 17,942.59
Social Security			\$ 4,806.59
Professional Services			
Material & Supplies			\$ 3,000.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			\$ 12,186.00
Chemicals			\$ 5,000.00
Contracted Services			\$ 4,000.00
Utilities			
Total Allocation			\$ 108,041.45

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Turfgrass Management
Department Responsible for Program:	Maintenance Staff
Program Objectives:	To maintain a consistent sand depth of 2-4 inches through out the bunkers for playability with the intent to preserve the bunker design.
Total Program Cost: \$ 461,642.68	
Percent of Fund Total: 25.21%	

Activity Name: Bunker Maintenance	
Manager Responsible for Program:	Dave Barber / Todd Ondeck
Activity Objectives:	To maintain bunkers at a consistent level through out the golf course.
Description:	The maintenance staff is responsible for rake placement, raking, wash out repair, edging, string trimming, depth set, drainage repair, watering, leaf clean up and guarding the design.
Total Activity Cost: \$ 41,878.25	
Percent of Program Total: 9.07%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 5,599.36
Part Time			\$ 25,527.50
Over Time			
Fringe Benefits			\$ 3,664.45
Social Security			\$ 2,386.94
Professional Services			
Material & Supplies			\$ 4,700.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			
Utilities			
Total Allocation			\$ 41,878.25

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Turfgrass Management
Department Responsible for Program:	Maintenance Staff
Program Objectives:	To provide operation, maintenance and repairs to deliver adequate water to the golf course.
Total Program Cost: \$ 461,642.68	
Percent of Fund Total: 25.21%	

Activity Name: Irrigation Maintenance	
Manager Responsible for Program:	Dave Barber / Todd Ondeck
Activity Objectives:	To provide optimum operation delivering uniform irrigation coverage for the health of the entire golf course.
History:	Maintenance staff is responsible for the pump house, inspection of the sprinklers, water lines, satellites, computer, electric, effluent pumps and line.
Total Activity Cost: \$ 45,530.99	
Percent of Program Total: 9.86%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Projected	2007 Request
Full Time Wages			\$ 5,205.20
Part Time			\$ -
Over Time			
Fringe Benefits			\$ 2,039.59
Social Security			\$ 398.20
Professional Services			
Material & Supplies			\$ 2,500.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			\$ 5,000.00
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			\$ 4,388.00
Utilities			\$ 26,000.00
Total Allocation			\$ 45,530.99

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Equipment Maintenance
Department Responsible for Program:	Maintenance Staff
Program Objectives:	To maintain sound equipment, protecting equipment value by performing inspections, routine maintenance and repair service
Total Program Cost: \$ 86,940.63	
Percent of Fund Total: 4.75%	

Activity Name: Equipment Repair	
Manager Responsible for Program:	Bill Crisman
Activity Objectives:	To ensure reliable equipment with minimal down time allowing operators to perform efficient and safe work assignments.
Description:	Specific activities include: bed knife and reel grinding, mower lapping, mower adjustment, engine repairs, hydraulic system servicing, replacing broken parts, fabrication, record keeping, stocking of parts and ensuring that a preventive maintenance progr
Total Activity Cost: \$ 53,336.74	
Percent of Program Total: 61.35%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 18,965.44
Part Time			\$ -
Over Time			
Fringe Benefits			\$ 5,851.59
Social Security			\$ 1,519.71
Professional Services			
Material & Supplies			\$ 25,000.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			\$ 2,000.00
Contracted Services			
Utilities			
Total Allocation			\$ 53,336.74

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Equipment Maintenance
Department Responsible for Program:	Maintenance Staff
Program Objectives:	To maintain sound equipment, protecting equipment value by performing inspections, routine maintenance and repair service
Total Program Cost: \$ 86,940.63	
Percent of Fund Total: 4.75%	

Activity Name: PMI	
Manager Responsible for Program:	Bill Crisman
Activity Objectives:	Perform regularly scheduled preventative maintenance to golf course equipment; Ensuring the optimum life cycle and efficient operation and use of the golf course equipment and parts.
Description:	
Total Activity Cost: \$ 33,603.89	
Percent of Program Total: 38.65%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ 16,411.20
Part Time			\$ -
Over Time			
Fringe Benefits			\$ 6,305.61
Social Security			\$ 887.09
Professional Services			
Material & Supplies			\$ 10,000.00
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			
Utilities			
Total Allocation			\$ 33,603.89

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund: Golf Course	
Program Name:	Debt
Department Responsible for Program:	Finance
Program Objectives:	
Total Program Cost: \$ 426,197.00	
Percent of Fund Total: 23.28%	

Activity Name: Interest Payment	
Manager Responsible for Program:	Vanessa Gleason
Activity Objectives:	Interest portion of debt payment
Description:	
Total Activity Cost: \$ 396,197.00	
Percent of Program Total: 93%	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			
Part Time			
Over Time			
Fringe Benefits			
Social Security			
Professional Services			\$ 396,197.00
Material & Supplies			
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			
Utilities			
Total Allocation			\$ 396,197.00

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund:	Golf Course		
Program Name:	Debt		
Department Responsible for Program:	Finance		
Program Objectives:	Debt Payment		
Total Program Cost:		\$	426,197.00
Percent of Fund Total:			23.28%

Activity Name:	Principle Payment		
Manager Responsible for Program:	Vanessa Gleason		
Activity Objectives:	Principle portion of debt payment		
Description:			
Total Activity Cost:		\$	30,000.00
Percent of Program Total:			7.04%

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			
Part Time			
Over Time			
Fringe Benefits			
Social Security			
Professional Services			\$ 30,000.00
Material & Supplies			
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			
Utilities			
Total Allocation			\$ 30,000.00

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

2007 Budget



Department/Program:

Golf Course Fund

Organizational Responsibility:

Golf Course Administrator

Program Fund:	Golf Course
Program Name:	Capital Program
Department Responsible for Program:	Golf Course
Program Objectives:	
Total Program Cost:	
Percent of Fund Total:	

Activity Name:	
Manager Responsible for Program:	Jon Shuster/Dave Barber
Activity Objectives:	
Description:	
Total Activity Cost:	
Percent of Program Total:	

Activity Budget Allocation Request

Category	2005 Actual	2006 Request	2007 Request
Full Time Wages			\$ -
Part Time			\$ -
Over Time			
Fringe Benefits			0.00
Social Security			\$ -
Professional Services			
Material & Supplies			
Vehicle Fuel			
Equipment Rental			
Equipment Repair			
Equipment Purchase			
Fertilizers			
Chemicals			
Contracted Services			
Utilities			
Total Allocation			\$ -

Performance Measures

Measure	FY 2004	FY 2005	FY 2006

Capital Funds

Description of Funds:

TOWNSHIP TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FUND

The Township TIP Fund was created to reserve township funds for transportation impact fee improvement projects that require a direct contribution from the Township. There is a requirement is state law that requires the municipality to contribute funds in certain cases where impact fees are being used.

Revenue for this fund comes from the General Fund. A Fund Balance of \$100,000 is estimated for beginning of 2007.

No expenditures are anticipated for 2007.

TOWNSHIP TIP REV.	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
INTEREST INCOME	2,000.19	1,757.67	1,500.00	2,100.00	1,500.00
MISC REVENUE	204,140.63	0.00	0.00	0.00	0.00
TRANSFER FROM GF	150,000.00	200,000.00	150,000.00	150,000.00	150,000.00
TOTAL	356,140.82	201,757.67	151,500.00	152,100.00	151,500.00

TOWNSHIP TIP EXP.	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
ROAD IMPROVEMENTS	200,394.02	53,633.45	100,000.00	0.00	0.00
TOTAL	200,394.02	53,633.45	100,000.00	0.00	0.00

CAPITAL IMPROVEMENT FUND

The Capital Improvement Fund was established to fund general purpose capital improvements for the Township. Typically this fund is financed by the fund balance from the General Fund.

2007 expenditures include additional design work for Graham Park and debt payment for the Graham farm and Lindner properties. A fund balance of \$100,000 is estimated for the beginning of 2007

Capital Funds

CAP. IMPROVEMENT FUND REV	2004	2005	2006	2006	2007
CAP IMP INTEREST	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
INTEREST INCOME	3,024.24	5,666.22	5,000.00	8,400.00	5,000.00
MISCELLANEOUS REVENUE	25,787.67	57,343.97	230,000.00	300,000.00	90,000.00
TRANS FROM GENERAL FUND	600,000.00	450,000.00	1,150,000.00	1,150,000.00	856,400.00
TRANS FROM 2001 BOND FUND		4,687.17			
USE OF FUND BALANCE	1,636,972.44	718,045.62	203,870.00	N/A	N/A
TOTAL	2,265,784.35	1,235,742.98	1,588,870.00	1,458,400.00	951,400.00

CAP. IMPROVEMENT FUND EXP.	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
PUBLIC SAFETY EXPANSION	1,708,064.56	207,881.13	0.00	0.00	0.00
GRAHAM PARK DEV	129,488.27	164,716.91	1,028,870.00	800,000.00	200,000.00
PUBLIC WORKS EQUIPMENT	113,314.73	8,642.97	130,000.00	15,000.00	0.00
VEHICLE REPLACEMENT	77,443.53	176,749.42	170,000.00	91,100.00	0.00
SOCIAL SECURITY EXPENDITURE	61.56	0.00	0.00	0.00	0.00
MUNICIPAL CTR EQUIPMENT	0.00	77,111.37	160,000.00	0.00	150,000.00
COMM. CTR EQUIP/FURNISHIN	-9,383.52	0.00	0.00	0.00	50,000.00
PARK LAND AQUISITION	0.00	108,951.41	100,000.00	105,000.00	0.00
PARK DEVELOP & IMPROVEMEN	12,077.10	103,856.56	0.00	1,500.00	0.00
COMPUTER PROJECT	14,542.46	0.00	0.00	0.00	0.00
PROFESSIONAL SERVICES	138,973.18	38,559.90	0.00	0.00	72,530.00
GOV'T BLDG & GROUNDS	8,731.17	120,403.51	0.00	120,000.00	150,000.00
DRAINAGE IMPROVEMENTS	3,697.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	228,869.80	0.00	0.00	328,870.00
TRANSFER TO GOLF COURSE	68,774.31	0.00	0.00	0.00	0.00
TOTAL	2,265,784.35	1,235,742.98	1,588,870.00	1,132,600.00	951,400.00

SEWER AND WATER CAPITAL FUND

The Sewer and Water Capital Fund is funded from the fund balances from the Sewer and Water (operational) Funds. This fund was established to provide for capital improvement needs of the sewer and water systems.

In 2007 one of the major expenditures will be the installation of new odor control equipment at the Brushcreek Plant and the purchase of a new utility billing software. It is estimated this Fund will begin with a Fund Balance of \$1,500,000 in January 2007.

Capital Funds

WATER & SEWER CAP.FUND REV.	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
INTEREST INCOME	35,213.20	57,189.47	40,000.00	84,000.00	50,000.00
MISCELLANEOUS REVENUE	222,320.66	0.00	0.00	0.00	0.00
WATER LINE EXTENSION REVENUE	13,227.19	39,383.57	10,000.00	10,000.00	10,000.00
TRANSFER FROM SEWER FUND	400,000.00	400,000.00	150,000.00	150,000.00	75,000.00
TRANSFER FROM WATER	200,000.00	200,000.00	245,000.00	245,000.00	0.00
USE OF FUND BALANCE	553,493.06	120,517.00	2,186,500.00	1,161,500.00	1,365,000.00
TOTAL REVENUES	1,424,254.11	817,090.04	2,631,500.00	1,650,500.00	1,500,000.00

WATER & SEWER CAP. FUND EXP.	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
SOCIAL SECURITY EXPENDITURE	0.00	0.00	0.00	500.00	0.00
PROJECT SEWER	1,029,490.64	703,093.67	2,148,000.00	1,400,000.00	1,000,000.00
PROJECT WATER	394,763.47	113,996.37	483,500.00	250,000.00	500,000.00
TOTAL	1,424,254.11	817,090.04	2,631,500.00	1,650,500.00	1,500,000.00

CAPITAL EQUIPMENT FINANCING FUND

In 2005, the Board of Supervisors created the Capital Equipment Financing Fund. The purpose of the Fund is to address the fiscal impact of major equipment purchases, through an internal financing program. The Fund received its initial funding from the General Fund, and may receive additional transfers from the General Fund from time to time to supplement this financing program.

In 2007, Public Works equipment and the PC Replacement Program will utilize this Fund. The operating departments receiving the capital items will then appropriate debt repayments to this Fund to reimburse the Fund over 3 years. This Fund will start with an estimated Fund Balance of \$400,000 in January 2007.

CAP. EQUIP. FIN. FUND REV.	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
INTEREST	0.00	0.00	0.00	0.00	1,000.00
TRANS. FROM GENERAL FUND	0.00	400,000.00	0.00	0.00	0.00
PAYMENTS	0.00	0.00	0.00	0.00	103,375.00
USE OF FUND BALANCE	0.00	N/A	N/A	N/A	265,125.00
TOTAL	0.00	400,000.00	0.00	0.00	369,500.00

CAP. EQUIP. FIN. FUND EXP.	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
PUBLIC WORKS PURCHASES	0.00	0.00	0.00	0.00	236,000.00
IT PURCHASES	0.00	0.00	0.00	0.00	133,500.00
TOTAL	0.00	0.00	0.00	0.00	369,500.00

Liquid Fuels Fund

Description of Fund:

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 typically uses these funds for an annual street resurfacing program as well as road equipment purchases. The estimated fund balance for the end of 2006 is estimated to be \$100,000.

STATE FUND	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
INTEREST INCOME	12,547.57	21,981.00	16,000.00	23,000.00	17,000.00
LIQUID FUELS TAX	439,885.49	460,385.84	489,474.00	496,552.49	514,618.00
TOTAL	452,433.06	482,366.84	505,474.00	519,552.49	531,618.00

STATE FUND	2004	2005	2006	2006	2007
	ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
CONTRACTED MAINT	553,943.90	647,618.79	900,000.00	694,274.00	620,000.00
TOTAL	553,943.90	647,618.79	900,000.00	694,274.00	620,000.00

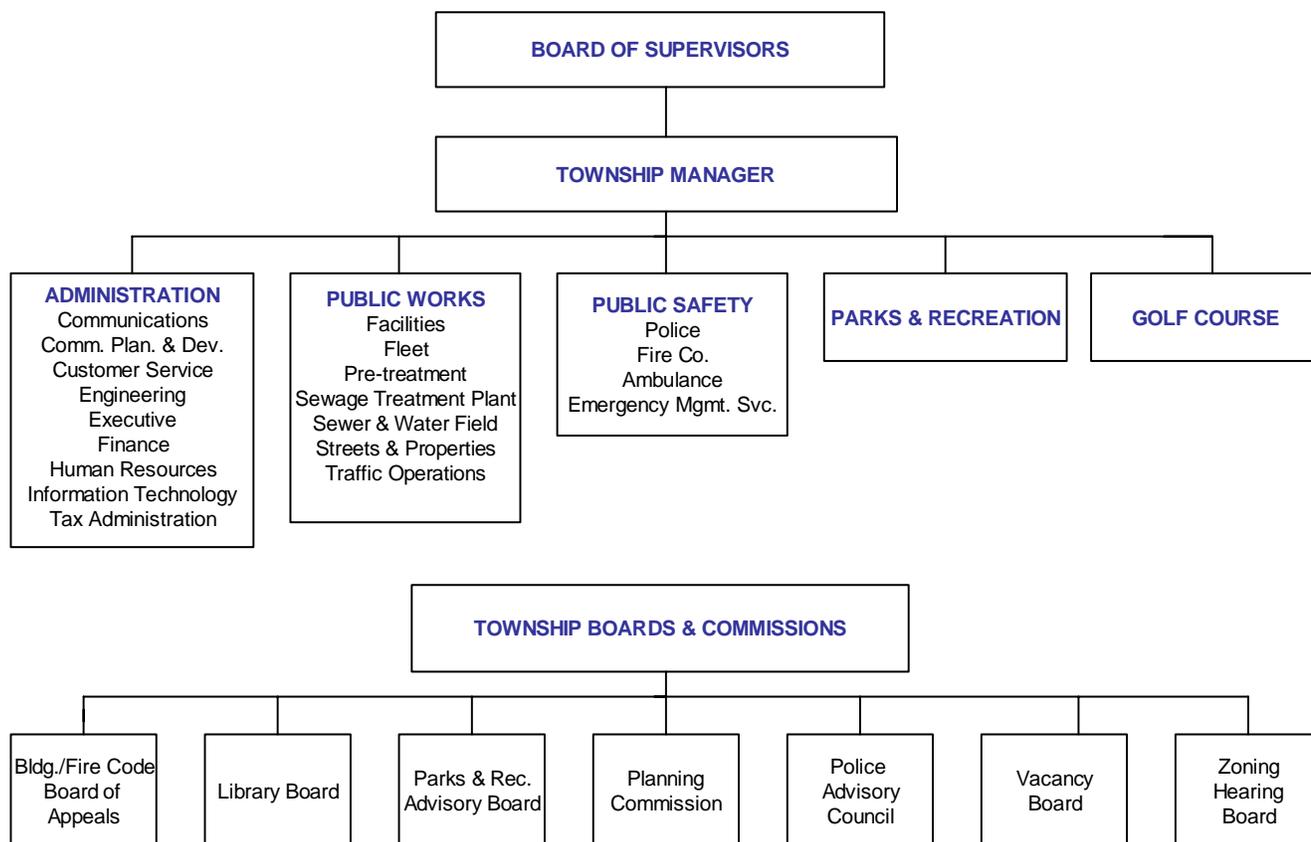
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ORGANIZATIONAL CHART

Cranberry Township Organizational Structure



Summary of 2006 Authorized Positions by Division

Division	Department	Job Title	Elected		Full-Time		Part-Time		Total
			2005	2006	2005	2006	2005	2006	2006
Administration									
	Customer Service	Customer Service Representative			2	2	2	3	5
		Supervisor, Customer Service Center			1	1			1
	Engineering	CAD Technician					1	1	1
		Construction Inspector						1	1
		Engineering Assistant					1		0
		Engineering Summer Help					4		0
		GPS Technician					1	1	1
		RFID						1	1
		Special Project MS4						1	1
		Water Model Coordinator						1	1
	Engineering Services	Administrative Assistant, Engineering			1	1			1
		Director, Engineering			1	1			1
		GIS/CAD Technician			1	1			1
		Project Manager, Engineering			1	1			1
		Special Projects Administrator			1	1			1
		Supervisor, Engineering Services			1	1			1
	Executive	Administrative Assistant, Communication/Special Events Coordinator					1	2	2
		Assistant Township Manager			1	1			1
		Assistant Township Manager-Planning & Operations			1	1			1
		Executive Secretary			1	1			1
		Secretary					1		0
		Township Manager/Secretary			1	1			1
	Finance	Director, Finance			1	1			1
		Finance Assistant			1	1			1
		Financial Assistant, Accounts Payable			1				0
		Financial Assistant, Accounts Receivable			1	1			1
		Financial Assistant, Billing			1	1			1
		Manager, Accounting			1	1			1

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Human Resources	Administrative Assistant, Human Resources			1	1			1
	Human Resources Assistant					1	1	1
	Manager, Human Resources			1	1			1
Information Technology	Administrative Assistant, IT						1	1
	Chief Information Officer			1	1			1
	IT Technician					1	1	1
	Manager, Database Applications			1	1			1
	Network Administrator			1	1			1
	Network Support			1	1			1
	Network Support Administrator				1			1
	Planning, Community Development	Administrative Assistant, Planning, Community Development			1	1		
Assistant Director, Planning & Community Development				1	1			1
Codes Administrator				2	2	1	1	3
Construction Plan Examiner						1	1	1
Director, Planning & Community Development				1	1			1
Filing Assistant						1		0
Intern							1	1
Manager, Code Administration				1	1			1
Planner						1	2	2
Tax Department	Tax Administrator			1	1			1
Administration Total				32	32	17	19	51
Golf Course								
Golf Maintenance	Greenskeeper			1		22	14	14
	Greenskeeper 2			3	2			2
	Shop Technician			1	1			1
Golf Operations	Assistant Superintendent, Golf			1	1			1
	Player Services					1		0
	Superintendent, Golf Course			1	1			1
Golf Services	Cart Attendant					5	9	9
	Food and Beverage Coordinator						1	1
	Golf Shop Clerk					4	3	3
	Grill Cook					5	2	2
	Grill Room Leader					1		0

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	Grill Server					12	11	11
	Kitchen Leader					1		0
	Player Assistant					12	7	7
	Player Services						3	3
	Pro Shop Clerk					2	1	1
	Teaching Professional					1	1	1
Management/Staff	Director, Golf Operations			1	1			1
	Supervisor, Golf Operations					1	1	1
Golf Course Total				8	6	67	53	59
Legislative								
Board of Supervisors	Township Supervisor	5	5					5
	None Tax Collector	1	1					1
Legislative Total		5	5			1	1	6
None								
None	Undesignated					1		0
	(blank)					1		0
None Total						2		0
Parks and Recreation								
Customer Service	Cust. Serv. Rep.- Parks & Recreation					1	1	1
	Customer Service Associate					2	3	3
	Site Supervisor					2	2	2
Management/Staff	Director, Parks and Recreation			1	1			1
	Recreation Program Manager			1	1			1
Office Services	Babysitter					2	2	2
	Customer Service Associate					2	2	2
	Office Services Coordinator			1	1			1
Programs	Site Supervisor					1	1	1
	Afterschool Instructor						1	1
	Aide						1	1
	Assistant Tennis Instructor					1	1	1
	Camp Coordinator					2	4	4
	Camp Counselor					14	25	25
	Customer Service Associate					1	1	1
	Early Childhood Instructor					1	2	2

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	Instructor				10	8	8
	Junior Counselor					1	1
	Preschool Aide					5	5
	Preschool Instructor				4	4	4
	Program Instructor				2	2	2
	Program Support				1		0
	Tennis Instructor				3	1	1
	Volleyball Assistant Referee				2	2	2
Recreation	Activities Coordinator		1	1			1
	Aerobics Instructor				5	6	6
	Afterschool Aide				1	1	1
	Art Instructor				1	1	1
	Basketball Referee				4	4	4
	Basketball Timekeeper				1	1	1
	Dance Instructor				1	1	1
	Preschool Instructor				1	1	1
	Tennis Instructor				2	2	2
	Volleyball Referee				1	1	1
Undesignated Waterpark	Undesignated				2	2	2
	Aquatic Manager				1	1	1
	Cashier				9	3	3
	Concessions Assistant Manager				2		0
	Concessions Attendant				12	12	12
	Concessions Coordinator				1		0
	Concessions Manager					2	2
	Guest Relations				5	12	12
	Guest Relations Assistant Manager				1		0
	Guest Relations Manager					1	1
	Head Lifeguard LGI/WSI					2	2
	Head Lifeguard/MOD				3	1	1
	Instructor				1		0
	Lifeguard				35	43	43
	Lifeguard/WSI				16	11	11
	Maintenance Attendant				8	11	11

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	Maintenance Coordinator					1	1	1
	Program Support					1	1	1
	Substitute Lifeguard					3		0
	Swim Lesson Coordinator					1		0
	Undesignated						1	1
	Water Aerobics Instructor						2	2
	Waterpark Assistant Manager						1	1
Parks and Recreation Total				4	4	170	194	198
Public Safety								
Fire Company Management/Staff	Fire Company Administrative Assistant			1	1			1
	Director, Public Safety			1	1			1
Office Support Police	Police Chief Clerk			1	1			1
	Police Dept. Operations CMDR/LT			1	1			1
	Supervisor, Police Administrative Services			1	1			1
	Police Office Clerk					4	5	5
	Corporal			5	5			5
	Detective			2	2			2
	Patrol Officer				4			4
	Patrol Officer 2			1	1			1
	Patrol Officer 3			2	2			2
	Patrol Officer 4			2	2			2
	Patrol Officer 5			10	10			10
	Police Office Clerk			1				0
School Crossing Guard					2	2	2	
Sergeant			1	1			1	
Public Safety Total				29	32	6	7	39
Public Works								
Facilities Management/Staff	Laborer-Seasonal					1	1	1
	Maintenance Person					1		0
	Manager. Facilities			1	1			1
	Utility Worker 1			1	1			1
	Administrative Assistant, Public Works			1	1			1
	Asset/Work Order Coordinator					1	1	1
	Director, Public Works			1	1			1

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Sewer and Water	Advanced Operator			13	13			13	
	Advanced Operator, Crew Leader			3	3			3	
	General Laborer					2	1	1	
	GPS Technician					1	1	1	
	Lab Technician					3		0	
	Laborer-Seasonal					2	3	3	
	Manager, Field Operations			1	1			1	
	Manager, Plant Operations			1	1			1	
	Operator 1			3	3			3	
	Pre-treatment Administrator				1			1	
	Utility IV, Labor Grade 1			1	2			2	
	Streets and Properties	Forester						1	1
General Laborer						1	1	1	
Laborer							3	3	
Laborer-Seasonal						3	3	3	
Lawn Maintenance						2	1	1	
Manager, Streets and Properties				1	1			1	
Mechanics Helper						1	1	1	
Park Maintenance						4	3	3	
Utility Worker 1				2	2			2	
Utility Worker 2				6	7			7	
Utility Worker 2, Crew Leader				3	2			2	
Utility Worker 2, Crew Leader/Mechanic				1	1			1	
Utility Worker 2, Mechanic				1	1			1	
Traffic and Communications		Utility Worker 2, Crew Leader			1	1			1
Public Works Total				41	43	22	20	63	
Undesignated									
	Undesignated	Undesignated			3	7		3	
Undesignated Total					3	7		3	
Grand Total			5	5	114	120	292	294	

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Cranberry Township Part- Time Employee Rates

<u>Job Title</u>	<u>Hourly Rate</u>
Admin.Assist., Comm./Sp.Events Coord.	\$15.00
Administrative Assistant, IT	\$12.50
Aerobics Instructor	\$12.25
Aerobics Instructor	\$15.00
Aerobics Instructor	\$15.50
Afterschool Aide	\$7.00
Afterschool Instructor	\$10.00
Aquatic Manager	\$14.56
Aquatic Manager	\$17.31
Art Instructor	\$15.00
Asset/Work Order Coordinator	\$12.50
Babysitter	\$9.25
Babysitter	\$10.75
Basketball Referee	\$27.00
Basketball Timekeeper	\$9.00
CAD Technician	\$8.50
Camp Coordinator	\$8.25
Camp Coordinator	\$8.50
Camp Counselor	\$7.00
Camp Counselor	\$7.25
Camp Counselor	\$7.50
Camp Counselor	\$7.75
Camp Counselor	\$8.00
Cart Attendant	\$6.00
Cart Attendant	\$6.25
Cart Attendant	\$6.50
Cashier	\$7.00
Cashier	\$7.25
Codes Administrator	\$26.00
Concessions Attendant	\$6.50
Concessions Attendant	\$6.75
Concessions Attendant	\$7.00
Concessions Attendant	\$7.25
Concessions Coordinator	\$12.00
Concessions Manager	\$11.00
Concessions Manager	\$12.00
Construction Plan Examiner	\$27.55
Cust. Serv. Rep.- Parks & Recreation	\$9.00
Customer Service Associate	\$9.00
Customer Service Associate	\$9.50
Customer Service Associate	\$9.75

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Customer Service Associate	\$10.00
Customer Service Associate	\$11.48
Customer Service Representative	\$11.00
Customer Service Representative	\$12.00
Customer Service Representative	\$14.09
Dance Instructor	\$25.00
Early Childhood Instructor	\$10.00
Early Childhood Instructor	\$10.50
Engineering Summer Help	\$8.00
Engineering Summer Help	\$9.00
Filing Assistant	\$10.00
Food and Beverage Coordinator	\$9.00
Food and Beverage Coordinator	\$10.00
Forester	\$20.00
General Laborer	\$7.50
General Laborer	\$8.50
General Laborer	\$10.50
Golf Services	\$7.00
Golf Shop Clerk	\$7.00
Golf Shop Clerk	\$7.50
Golf Shop Clerk	\$8.50
GPS Technician	\$9.00
Greenskeeper	\$7.00
Greenskeeper	\$7.50
Greenskeeper	\$7.75
Greenskeeper	\$8.00
Greenskeeper	\$8.25
Greenskeeper	\$8.50
Greenskeeper	\$8.75
Greenskeeper	\$9.00
Greenskeeper	\$9.25
Greenskeeper	\$10.00
Greenskeeper 2	\$13.20
Grill Cook	\$6.25
Grill Cook	\$7.25
Grill Cook	\$7.50
Grill Cook	\$8.00
Grill Cook	\$8.25
Grill Cook	\$9.50
Grill Server	\$5.25
Grill Server	\$5.50
Grill Server	\$5.65
Grill Server	\$6.00
Grill Server	\$6.50
Guest Relations	\$7.00
Guest Relations	\$7.25
Guest Relations	\$7.50

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Guest Relations	\$7.75
Guest Relations	\$8.50
Guest Relations	\$8.75
Guest Relations	\$9.25
Guest Relations Assistant Manager	\$9.00
Guest Relations Manager	\$10.00
Head Lifeguard LGI/WSI	\$9.00
Head Lifeguard/MOD	\$10.25
Human Resources Assistant	\$11.00
Instructor	\$7.25
Instructor	\$8.50
Instructor	\$10.00
Instructor	\$15.00
Instructor	\$20.00
Instructor	\$25.00
Intern	\$10.00
IT Technician	\$9.00
Junior Counselor	\$7.00
Lab Technician	\$9.00
Laborer	\$7.50
Laborer	\$11.00
Laborer	\$12.50
Laborer-Seasonal	\$7.50
Laborer-Seasonal	\$7.75
Laborer-Seasonal	\$8.00
Laborer-Seasonal	\$10.00
Lawn Maintenance	\$11.00
Lifeguard	\$7.00
Lifeguard	\$7.25
Lifeguard	\$7.50
Lifeguard	\$8.00
Lifeguard	\$8.50
Lifeguard	\$10.25
Lifeguard/WSI	\$7.75
Lifeguard/WSI	\$8.00
Lifeguard/WSI	\$8.50
Maintenance Attendant	\$7.00
Maintenance Attendant	\$7.25
Maintenance Attendant	\$7.50
Maintenance Attendant	\$7.75
Maintenance Coordinator	\$10.00
Maintenance Person	\$7.50
Mechanics Helper	\$12.25
Park Maintenance	\$7.75
Park Maintenance	\$8.00
Park Maintenance	\$9.00
Planner	\$24.00

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Planner	\$25.00
Player Assistant	\$6.50
Player Assistant	\$6.75
Player Assistant	\$7.00
Player Assistant	\$7.25
Player Services	\$6.50
Player Services	\$7.25
Police Office Clerk	\$10.00
Police Office Clerk	\$10.80
Police Office Clerk	\$11.48
Preschool Aide	\$7.00
Preschool Aide	\$10.00
Preschool Aide	\$11.25
Preschool Instructor	\$10.50
Preschool Instructor	\$11.50
Preschool Instructor	\$12.00
Preschool Instructor	\$12.25
Pro Shop Clerk	\$7.00
Pro Shop Clerk	\$7.50
Program Instructor	\$10.25
Program Instructor	\$12.50
Program Support	\$10.25
RFID	\$8.00
School Crossing Guard	\$10.66
Secretary	\$13.17
Secretary	\$13.28
Site Supervisor	\$9.75
Site Supervisor	\$10.75
Special Project MS4	\$8.75
Substitute Lifeguard	\$7.00
Swim Lesson Coordinator	\$10.00
Teaching Professional	\$10.00
Tennis Instructor	\$15.00
Volleyball Assistant Referee	\$7.50
Volleyball Assistant Referee	\$9.25
Volleyball Referee	\$20.00
Water Aerobics Instructor	\$15.00
Water Model Coordinator	\$20.00
Waterpark Assistant Manager	\$12.50

APPENDICES

**Police Department
Collective Bargaining Agreement**

Classification	2005 3%	2006 3%	2007 3%
Sergeant	\$62,273.02	\$64,141.20	\$66,065.42
Corporal	\$61,051.98	\$62,883.53	\$64,770.02
Patrol Officer	\$58,144.74	\$59,889.08	\$61,685.73
4th yr. Patrol Officer	\$55,237.50	\$56,894.62	\$58,601.44
3rd yr. Patrol Officer	\$49,423.03	\$50,905.72	\$52,432.87
2nd yr. Patrol Officer	\$45,352.89	\$46,713.48	\$48,114.87
1st yr. Patrol Officer	\$40,701.32	\$41,922.36	\$43,180.01

APPENDICES

Teamsters Local Union No. 538 Collective Bargaining Agreement

Classification	7/1/05- 6/30/06 3.5%	Total Annual	7/1/06- 6/30/07 3.5%	Total Annual	7/1/07- 6/30/08 2.0%	Total Annual
Street Department						
Utility Worker 2						
3 years +	\$21.65	\$45,032.00	\$22.41	\$46,612.80	\$22.86	\$47,548.80
2 years	\$20.13	\$41,870.40	\$20.83	\$43,326.40	\$21.25	\$44,200.00
1 year	\$18.79	\$39,083.20	\$19.45	\$40,456.00	\$19.84	\$41,267.20
6 months	\$18.11	\$37,668.80	\$18.74	\$38,979.20	\$19.11	\$39,748.80
0-6 months	\$17.42	\$36,233.60	\$18.03	\$37,502.40	\$18.39	\$38,251.20
Utility Worker 1						
6 months +	\$16.65	\$34,632.00	\$17.23	\$35,838.40	\$17.57	\$36,545.60
0-6 months	\$16.29	\$33,883.20	\$16.86	\$35,068.80	\$17.20	\$35,776.00
Golf Course						
Shop Technician						
	\$13.95	\$29,016.00	\$14.41	\$29,972.80	\$14.68	\$30,534.40
Greenskeeper						
6 months +	\$13.20	\$27,456.00	\$13.66	\$28,412.80	\$13.93	\$28,974.40
0-6 months	\$11.47	\$23,857.60	\$11.87	\$24,689.60	\$12.11	\$25,188.80

 APPENDICES

**Utility Workers Union of America,
 AFL-CIO, Local 540
 Collective Bargaining Agreement**

Classification	2004	Total Annual	2005	Total Annual	2006	Total Annual
Advanced Operator	\$21.39	\$44,491.20	\$22.08	\$45,926.40	\$22.49	\$46,779.20
Operator I	\$20.59	\$42,827.20	\$21.28	\$44,262.40	\$21.69	\$45,115.20
Utility I	\$19.79	\$41,163.20	\$20.48	\$42,598.40	\$20.89	\$43,451.20
Utility II	\$17.81	\$37,044.80	\$18.43	\$38,334.40	\$18.80	\$39,104.00
Utility III	\$15.83	\$32,926.40	\$16.38	\$34,070.40	\$16.71	\$34,756.80
Utility IV	\$13.85	\$28,808.00	\$14.34	\$29,827.20	\$14.62	\$30,409.60

APPENDICES

2006 Tax Rate Comparison- Butler County Municipality

	2006 Tax Millage
JEFFERSON	1.33
CHERRY VALLEY	1.4
WINFIELD	2
PROSPECT	2.25
WASHINGTON	2.33
CENTER	2.5
CONNOQUENESSING TWP	2.83
DONEGAL	3
SLIPPERY ROCK TWP	3
CLEARFIELD	3.27
FORWARD	3.7
WORTH	3.73
MUDDYCREEK	4
CONNOQUENESSING BOROUGH	4
PORTERSVILLE	4
BRADY	4.2
BUFFALO	4.5
CONCORD	4.5
ADAMS	5
FAIRVIEW TOWNSHIP	5
FRANKLIN	5
CLINTON	5.5
SUMMIT	5.5
ZELIENOPE	5.8
SEVEN FIELDS	6
PENN	7
CLAY	7.48
CHERRY	8
WEST SUNBURY	8
MERCER	8.8
OAKLAND	9
CHICORA	9
VALENCIA	9
KARNS CITY	9.06
ALLEGHENY	9.5
MARION	9.5
PARKER	9.5
VENANGO	9.6
LANCASTER	10
WEST LIBERTY	10
JACKSON	10.5
BUTLER TOWNSHIP	11
EAU CLAIRE	11
FAIRVIEW BOROUGH	12
PETROLIA	12
HARMONY	14
HARRISVILLE	14
CRANBERRY	14.2
CALLERY	17
EAST BUTLER	17
MIDDLESEX	18
BRUIN	18.5
SAXONBURG	21
MARS	22.5
EVANS CITY	26.5
SLIPPERY ROCK BOROUGH	26.5
BUTLER CITY	36.5

APPENDICES

Assessed and Estimated Actual Value Of Taxable Property 1997-2006

Year	Assessed Value	Estimated Actual Value	Ratio (%) Assessed/Actual
1997	160,192,622	1,161,396,510	7.25
1998	169,096,294	1,271,604,131	7.52
1999	177,930,631	1,357,610,715	7.63
2000	187,085,726	1,509,781,809	8.07
2001	202,931,482	1,720,858,967	8.48
2002	213,630,905	1,924,814,454	9.01
2003	221,724,276	1,979,997,785	8.93
2004	230,520,469	2,217,606,912	9.62
2005	234,439,214	2,320,948,219	9.90
2006	241,555,768	2,463,868,834	10.20

APPENDICES

Assessed Property Values- % Exempt 1996-2005

Year	Total Assessed Value	Taxable Value	Exempt Value	% Tax Exempt
1996	155,748,590	149,283,060	6,465,530	4.2
1997	166,644,200	160,192,622	6,451,578	3.9
1998	176,795,086	169,096,294	7,698,792	4.4
1999	185,728,023	177,930,631	7,797,392	4.2
2000	195,917,290	187,085,726	8,831,564	4.5
2001	212,087,471	202,931,482	9,155,989	4.3
2002	222,868,717	213,630,905	9,237,812	4.1
2003	231,416,305	221,724,276	9,692,029	4.2
2004	241,847,571	230,520,469	11,327,102	4.7
2005	251,967,941	234,439,214	17,528,727	7.0

 APPENDICES

Demographic and Miscellaneous Statistics

Date of Incorporation:	1804
Form of Government:	Council-Manager
Second Class Township	
Population:	27,011 (est.)
Percentage of Population age 65+:	8.1
Area of Township:	23.69 sq. miles
Miles of Road:	106.76
Miles of Water Lines:	151
Miles of Sanitary Sewer Lines:	160
Fire Protection:	
Number of Companies (volunteer)	1
Number of Stations	2
Education:	
District	Seneca Valley School District
Number of Schools	9
Total Enrollment	7642
Enrollment of Cranberry students	4891 (64%)
Recreation:	
Number of Parks	2
Total Park Acreage	204
Swimming Pools	1
Golf Course	1
Baseball Fields	6
Football Fields	1
Soccer Fields	3
Housing:	
Total Housing Units	8724
Average persons per household	2.81
Percentage Owner Occupied	83.8
Employees:	
Full-time	105
Part-time	25-250

Source: 2000 US Census (Township Community Development Files)

APPENDICES

Population and Density 1996-2005

Year	Population Estimates	Density*
1996	20,643	871.38
1997	21,300	899.11
1998	21,903	924.57
1999	22,457	947.95
2000	23,625	997.26
2001	24,330	1,027.02
2002	24,931	1,052.38
2003	25,600	1,080.62
2004	26,376	1,113.38
2005	27,011	1,140.19

Estimates provided by Cranberry Township
Department of Community Development
2000 population from US Department of Commerce, Bureau of Census
*population per square mile (area 23.69 square miles)

APPENDICES

Property Tax Rates Direct and Overlapping Governments 1997-2006

Fiscal			School				
Year		Township	District		County		Total
2006		14.2	125.39		27.5		167.09
2005		14.2	120.39		27.5		162.09
2004		14.2	117.59		24.5		156.29
2003		12.75	113.34		24.5		150.59
2002		12.75	105.34		24.5		142.59
2001		12.25	99.72		21.5		133.47
2000		12.25	99.72		17.5		129.47
1999		11.75	99.72		17.5		128.97
1998		11.75	99.72		17.5		128.97
1997		11.75	99.72		17.5		128.97

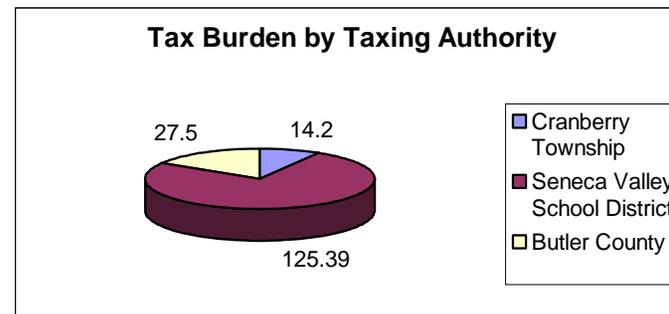
Appendices

Tax Burden Comparison- 2006 Rates Seneca Valley School District

Sample Taxpayer		Cranberry	Callery	Evans City	Forward	Harmony	Jackson	Lancaster	Seven Fields	Zelienople
Earned Income:	\$75,000									
Market Value:	\$200,000									
School Real Estate Tax Rate		125.39	125.39	125.39	125.39	125.39	125.39	125.39	125.39	125.39
School Real Estate Taxes		2,507.80	2,507.80	2,507.80	2,507.80	2,507.80	2,507.80	2,507.80	2,507.80	2,507.80
Municipal Real Estate Tax Rate		14.2	17	26.5	3.7	14	10.5	10	6	5.8
Municipal Real Estate Taxes		284.00	340.00	530.00	74.00	280.00	210.00	200.00	120.00	116.00
Earned Income Tax Rate		1%	1%	1%	1%	1%	1%	1%	1%	1%
Earned Income Taxes		750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00
TOTAL LOCAL TAXES		3,541.80	3,597.80	3,787.80	3,331.80	3,537.80	3,467.80	3,457.80	3,377.80	3,373.80

Tax Burden by Taxing Authority:

	Mills
Cranberry Township	14.2
Seneca Valley School District	125.39
Butler County	27.5
Total	167.09



Appendices

Expenditures By Function General Fund and Special Revenue Funds for Fire and Library

Year	General Government	Public Safety	Health & Welfare	Highways	Culture & Recreation	Insurance & Pension	Misc	Debt Service	Capital Outlay	Total
1996	827,760	1,718,273	44,940	890,902	462,354	779,565	35,027	897,804	4,000	5,660,625
1997	843,171	1,690,742	42,345	914,899	491,932	944,473	49,383	785,271	18,096	5,780,312
1998	981,446	1,802,970	43,282	820,152	656,791	921,062	179,057	1,296,008	27,970	6,728,738
1999	1,023,523	2,104,048	49,155	1,165,409	638,485	978,479	300,908	627,098	246,736	7,133,841
2000	1,154,839	2,378,144	35,669	1,302,160	880,340	1,119,173	154,818	728,351	576,245	8,329,739
2001	1,389,280	3,299,667	58,505	1,520,843	1,089,536	158,124	165,374	737,593	84,918	8,503,840
2002	2,071,538	3,074,935	61,678	1,527,363	1,234,975	327,034	2,351	1,143,599	53,480	9,496,953
2003	2,306,362	3,397,940	123,932	1,937,461	1,295,058	367,698	5,300	1,315,325	382,509	11,131,585
2004	2,489,915	3,777,549	224,937	1,760,152	1,328,533	550,720	23,762	1,260,379	237,956	11,653,903
2005	2,628,348	3,994,819	109,532	1,935,965	1,407,067	471,438	22,107	1,268,148	109,934	11,947,358

APPENDICES

Property Value and Construction Cost 1996-2005

Year	Single Family Residential Units		Commercial Construction		Assessed Property Values		
	No. of Units	Estimated Cost	No. of Permits	Estimated Cost	Total Assessed Value	Taxable Value	Exempt Value
1996	305	33,713,694	76	25,183,650	155,748,590	149,283,060	6,465,530
1997	202	23,733,101	95	56,954,740	166,644,200	160,192,622	6,451,578
1998	281	32,652,026	79	29,253,554	176,795,086	169,096,294	7,698,792
1999	254	34,956,234	84	37,254,671	185,728,023	177,930,631	7,797,392
2000	306	39,576,017	85	21,807,670	195,917,290	187,085,726	8,831,564
2001	486	50,174,122	82	26,321,905	212,087,471	202,931,482	9,155,989
2002	244	37,155,811	61	39,767,316	222,868,717	213,630,905	9,237,812
2003	270	43,326,166	67	18,333,574	231,416,305	221,724,276	9,692,029
2004	190	36,406,670	99	19,789,276	241,847,571	230,520,469	11,327,102
2005	340	64,566,235	115	42,727,793	251,967,941	234,439,214	17,528,727
Assessed Valuation per Butler County, Department of Property and Revenue							
Construction information: Building Information							

 APPENDICES

**Ratio of Annual Debt Service Expenditures
For General Bonded Debt
To Total General Government Expenditures**

Year	Principal	Interest	Total Debt Service	Total General Government Expenditures	Ratio of Debt Service to Expenditures (%)
1996	819,502	327,006	1,146,508	5,660,625	20.25
1997	353,710	531,561	885,271	5,780,312	15.32
1998	652,342	465,635	1,117,977	6,728,738	16.61
1999	390,737	440,810	831,547	7,133,841	11.66
2000	436,672	425,348	862,020	8,329,739	10.35
2001	471,967	410,826	882,793	8,503,840	10.38
2002	691,134	646,755	1,337,889	9,496,953	14.09
2003	763,796	648,972	1,412,768	11,131,585	12.69
2004	1,148,714	548,272	1,696,986	11,653,903	14.56
2005	1,162,406	530,235	1,692,641	11,947,358	14.17

 APPENDICES

**Ratio of Net General Obligation Debt to Assessed Value
 Net General Obligation Bonded Debt Per Capita
 1996-2005**

Year	Population	Taxable Assessed Value	Net Bonded Debt	Net Bonded Debt to Assessed Value (%)	Net Bonded Debt per Capita
1996	20,643	149,283,060	12,410,396	8.31	\$601.19
1997	21,300	160,192,622	12,044,241	7.52	\$565.46
1998	21,903	169,096,294	12,381,957	7.32	\$565.31
1999	22,457	177,930,631	11,975,750	6.73	\$533.27
2000	23,625	187,085,726	11,503,504	6.15	\$486.92
2001	24,330	202,931,482	17,051,113	8.40	\$700.83
2002	24,931	213,630,905	16,317,937	7.64	\$654.52
2003	25,600	221,724,276	18,821,358	8.49	\$735.21
2004	26,376	230,520,469	17,609,640	7.64	\$667.64
2005	27,011	234,439,214	16,782,763	7.16	\$621.33

Appendices

**Revenue By Source
General Fund and Special Revenue Funds for Fire and Library**

Year	Taxes	Licenses & Permits	Fines & Forfeits	Interest & Rents	Intergovernmental Revenue	Developer Contributions	Charges for Services	Misc.	Total
1996	4,989,468	26,638	89,406	186,248	282,030		801,156	117,816	6,492,762
1997	5,528,314	101,254	98,190	177,443	326,064		787,919	37,366	7,056,550
1998	5,958,260	125,858	93,125	188,864	329,435		870,298	339,023	7,904,863
1999	6,515,205	134,938	96,563	193,456	329,970		881,989	200,885	8,353,006
2000	7,148,082	162,361	118,168	214,450	303,850		848,208	132,320	8,927,439
2001	7,942,038	187,568	105,621	144,313	674,066		1,059,224	174,613	10,287,443
2002	8,113,467	152,757	105,612	97,007	498,431		1,193,262	59,856	10,220,392
2003	8,691,765	164,649	98,599	63,898	564,524		1,750,822	69,188	11,403,445
2004	10,236,036	175,165	93,264	69,328	663,142		1,583,501	97,068	12,917,504
2005	10,152,665	156,224	115,581	170,001	620,362	380,600	2,127,380	151,794	13,874,607

 APPENDICES

**Revenues and Expenditures Per Capita
 General Fund and Special Revenue Funds
 For Fire and Library 1996-2005**

Year	Revenue	Revenue Per Capita	Expenditures	Expenditures Per Capita	Population Estimates
1996	\$6,492,762	\$314.53	\$5,660,625	\$274.22	20,643
1997	\$7,056,550	\$331.29	\$5,780,312	\$271.38	21,300
1998	\$7,904,863	\$360.90	\$6,728,738	\$307.21	21,903
1999	\$8,353,006	\$371.96	\$7,133,841	\$317.67	22,457
2000	\$8,927,439	\$377.88	\$8,329,739	\$352.58	23,625
2001	\$10,287,445	\$422.83	\$8,503,840	\$349.52	24,330
2002	\$10,220,392	\$409.95	\$9,496,953	\$380.93	24,931
2003	\$11,403,445	\$445.45	\$11,131,585	\$434.83	25,600
2004	\$12,917,504	\$489.74	\$11,653,903	\$441.84	26,376
2005	\$13,874,607	\$513.67	\$11,947,358	\$442.31	27,011

 APPENDICES

Top Ten 2005

	Taxpayer	Description	Current Assessed Value
1	J.J. Gumberg (Cranberry Mall)	Retail Mall	4,553,588
2	Mine Safety Appliance Co.	Manufacturing	2,846,138
3	J.A. West (Laurelwood Village)	Apartment Complex	2,704,000
4	Northwestern Mutual Life Ins. Co.	Warehouse	2,470,935
5	Multi-Employer Prop Trust (Cranberry Woods)	Office Complex	2,381,237
6	Cranberry Commons	Retail Mall	1,922,764
7	Inland W Cranberry DST (Cranberry Square)	Retail Mall	1,894,146
8	Berkley Manor Apartments	Apartment Complex	163,448
9	Robinson Properties LP	Office Complex	1,622,630
10	North Pittsburgh Hotel LLC	Marriot Hotel	1,617,728

Final Budget Resolution

RESOLUTION NO. 2006-96

A RESOLUTION OF THE TOWNSHIP OF CRANBERRY IN THE COUNTY OF BUTLER, COMMONWEALTH OF PENNSYLVANIA, APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSES OF THE MUNICIPAL GOVERNMENT, HEREINAFTER SET FORTH DURING THE YEAR 2007.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Supervisors of the Township of Cranberry, County of Butler, Commonwealth of Pennsylvania:

SECTION 1. That for the expenditures and expenses for fiscal year 2007, the following amounts are hereby appropriated from fund equities, revenues, and other financing sources available for the year 2007 for the specific purpose set forth on Attachment A.

SECTION 2. That any resolution conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution.

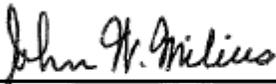
RESOLVED AND ADOPTED this 14th day of December, 2006.

ATTEST:

TOWNSHIP OF CRANBERRY



Township Manager/Secretary

By: 

Chairman, Board of Supervisors



Final Tax Rate Resolution

RESOLUTION NO.2006-97

A RESOLUTION OF THE TOWNSHIP OF CRANBERRY IN THE COUNTY OF BUTLER, COMMONWEALTH OF PENNSYLVANIA, FIXING THE TAX RATE FOR THE YEAR 2007.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Supervisors of the Township of Cranberry, County of Butler, Commonwealth of Pennsylvania:

That a tax be and same is hereby levied on all property within the Township of Cranberry subject to taxation for the fiscal year 2007, as follows:

Tax rate for General purposes, the sum of on each dollar of assessed valuation, or the sum on each one hundred dollars of assessed valuation	10.70 mills 1.07 cents
For Fire Protection purposes, the sum of on each dollar of assessed valuation, or the sum on each one hundred dollars of assessed valuation	2.5 mills .25 cents
For Library purposes, the sum of on each dollar of assessed valuation, or the sum on each one hundred dollars of assessed valuation	1.0 mills .10 cents

The same being summarized in tabular form as follows:

	Mills on Each Dollar of Assessed Valuation	Cents on Each One Hundred Dollars of Assessed Valuation
Tax Rate for General Purposes	10.70 Mills	1.07 Cents
Tax Rate for Fire Protection Purposes	2.5 Mills	.25 Cents
Tax Rate for Library Purposes	1.0 Mills	.10
Total	14.20 Mills	1.42 Cents

Final Tax Rate Resolution

Resolution No. 2006-97

Page 2

Pursuant to Section 3210 of the Second Class Township Code, Cranberry Township has the authority to collect real estate taxes on a proportionate basis on properties not included in the original tax duplicate in any given year.

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Cranberry Township, County of Butler, Commonwealth of Pennsylvania that for the year 2007 Cranberry Township will collect real estate taxes on all improved property for the proportionate part of the fiscal year remaining. The Township shall give notice of reassessments consistent with Section 3210 of the Second Class Township Code.

That any resolution, or part of resolution, conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution.

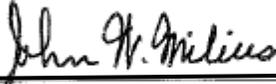
RESOLVED AND ADOPTED this 14th day of December, 2006.

ATTEST:

TOWNSHIP OF CRANBERRY



Township Manager/Secretary

By: 

Chairman, Board of Supervisors