

**WILLINGBORO TOWNSHIP "SPECIAL" COUNCIL MEETING AGENDA
March 22, 2022**

To Join Zoom Meeting.

1. Type in the address bar: <https://zoom.us>
2. Click "Join Meeting" on the top menu bar
3. Meeting ID: 953 6953 7139
4. Password: 531748

5:00 PM
Call to order
Roll Call
Flag Salute
Statement

WORKING BUDGET DISCUSSION WITH DEPARTMENT DIRECTORS

- Recreation
- Senior Services
- Public Works
- Communications

PUBLIC COMMENT

COUNCIL COMMENT

ADJOURNMENT

ALL BUSINESS ITEMS ARE TENTATIVE, PENDING THE REVIEW AND APPROVAL OF THE
LAW DEPARTMENT

March 21, 2022
09:23 AM

TOWNSHIP OF WILLINGBORO
Budget/Revenue Preparation Worksheet

Range of Budget Accounts: 2-01-26-290-290-020 to 2-01-26-290-293-299
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description Budget Account Number	2017 Approp Actual	2018 Approp Actual	2019 Approp Actual	2020 Approp Actual	2021 Approp Actual	***** 2022 ***** Requested	Admin. Recmnd	Budgeted	%PY
PW ADMIN OTHER EXPENSES:									
2-01-26-290-290-020									
PW ADMIN Training									
2-01-26-290-290-028	0.00	0.00	0.00	0.00	500.00	1,500.00			0.00
	0.00	0.00	0.00	0.00	0.00				
Note: ; CPWM Conference \$350;NJSLOM \$60, Misc Classes \$1000 (Ethics, Stormwater, Rutgers Training)									
PW ADMIN Miscellaneous									
2-01-26-290-290-299	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
Control Total	0.00	0.00	0.00	0.00	500.00	1,500.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
Extd Total	0.00	0.00	0.00	0.00	500.00	1,500.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
STREETS & ROADS									
2-01-26-290-291-000									
STREETS & ROAD SALARY & WAGES:									
2-01-26-290-291-010									
STREETS & ROAD Salary & Wages									
2-01-26-290-291-011	797,338.53	702,060.13	993,902.70	960,182.93	956,774.36	1,037,384.53			0.00
	765,111.81	700,164.28	972,855.45	876,496.54	927,762.66				
Transfers	0.00	0.00	0.00	70,000.00-	6,000.00-				
STREETS & ROAD Perm Part-Time									
2-01-26-290-291-012	0.00	0.00	0.00	0.00	0.00				0.00
	8,763.90-	0.00	0.00	0.00	123.17				
STREETS & ROAD Temp Part-Time									
2-01-26-290-291-013	35,000.00	0.00	0.00	0.00	0.00				0.00
	29,346.77	208.00	5,408.00	0.00	6,168.69				
STREETS & ROAD Seasonal									
2-01-26-290-291-014	0.00	35,000.00	35,000.00	0.00	0.00				0.00

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Description Budget Account Number	2017 Approp Actual	2018 Approp Actual	2019 Approp Actual	2020 Approp Actual	2021 Approp Actual	***** Requested	***** 2022 ***** Admin. Recmnd	Budgeted	%PY
	0.00	0.00	0.00	0.00	0.00				
STREETS & ROAD Overtime									
2-01-26-290-291-015	15,000.00 2,573.42-	90,000.00 82,832.24	35,000.00 68,104.86	70,000.00 9,594.03	70,000.00 61,729.14	70,000.00			0.00
STREETS & ROAD Sick Leave Inc									
2-01-26-290-291-017	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
STREETS & ROAD Retirement									
2-01-26-290-291-018	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
Control Total	847,338.53 783,121.26	827,060.13 783,204.52	1,063,902.70 1,046,368.31	1,030,182.93 886,090.57	1,026,774.36 995,783.66	1,107,384.53	0.00	0.00	0.00
Transfers	0.00	0.00	0.00	70,000.00-	6,000.00-				
STREETS & ROAD OTHER EXPENSES:									
2-01-26-290-291-020									
STREETS & ROAD Awards & Dues									
2-01-26-290-291-021	700.00 626.00	700.00 541.00	500.00 532.00	500.00 373.00	500.00 395.00	500.00			0.00
Note:	Participation in APWA and NJPWA. Free CEU's for Supervisors for CPWM, CRP; Director APWA Dues \$230, NJPWA \$115 (Director, Asst Supt, DPW Supv)								
STREETS & ROAD Travel Expense									
2-01-26-290-291-022	1,000.00 573.69	1,000.00 352.32	500.00 552.50	500.00 12.00	500.00 146.35	300.00			0.00
Note:	Misc Expenses for travel. CPWM Conference(\$250) NJSLOM Conference (\$250)								
STREETS & ROAD Office Supplies									
2-01-26-290-291-023	400.00 26.24	400.00 0.00	0.00 0.00	0.00 0.00	0.00 712.08				0.00
Note:	Office Supplies for specific DPW requirements; Folders, Pens, Highlighters, Paper. etc								
STREETS & ROAD Printing									
2-01-26-290-291-024	0.00 0.00	0.00 311.00	0.00 0.00	0.00 0.00	0.00 60.00				0.00
STREETS & ROAD Advertising									
2-01-26-290-291-027	1,000.00 848.00	1,000.00 424.00	0.00 890.11	0.00 0.00	0.00 0.00				0.00

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TOWNSHIP OF WILLINGBORO
Budget/Revenue Preparation Worksheet

Description Budget Account Number	2017 Approp Actual	2018 Approp Actual	2019 Approp Actual	2020 Approp Actual	2021 Approp Actual	***** 2022 Requested	***** Admin. Recmnd	***** Budgeted	%PY
STREETS & ROAD Training									
2-01-26-290-291-028	5,000.00 713.76	3,000.00 6,363.00	5,000.00 5,886.51	5,500.00 802.00	5,500.00 1,817.54	5,500.00			0.00
Note: DPW Training support for employees, supervisors: Certified Recycling Pro (\$500) CDL Training (\$1500), CPWM Conf (DPW Supv \$300), Fleet Supervisor CEU's (\$1000)									
STREETS & ROAD Photo & Film									
2-01-26-290-291-029	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
STREETS & ROAD Books & Publish									
2-01-26-290-291-030	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
STREETS & ROAD Clothes & Equip									
2-01-26-290-291-032	25,000.00 23,106.76	26,500.00 27,196.23	35,000.00 51,852.86	40,000.00 40,938.85	40,000.00 48,311.69	40,000.00			0.00
Note: Clothing and Safety Apparel for employees per Collective Bargaining Agreements. DPW Supv and PW Employees									
STREETS & ROAD License & Reg									
2-01-26-290-291-037	1,000.00 3,321.60	2,000.00 972.50	2,000.00 46.00-	1,500.00 677.50	1,500.00 1,180.12	1,500.00			0.00
Note: CPWM, CRP & CMI licenses renewal									
STS.&RDS MS4 FEES-STORM WATER									
2-01-26-290-291-038	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
STREETS & ROAD Janitorial									
2-01-26-290-291-054	1,500.00 0.00	1,500.00 506.25	1,500.00 2,198.25	2,000.00 1,582.95	2,000.00 1,839.00				0.00
Note: Janitorial Supplies for restrooms, shop and office areas									
STREETS & ROAD Small Tools									
2-01-26-290-291-055	5,000.00 4,839.00	5,000.00 1,916.77	5,000.00 4,193.09	5,000.00 4,268.45	5,000.00 3,820.65	5,000.00			0.00
Note: Small tools for the support fo the maintenance function for the municipality. Vehicles, Heavy trucks, off road equipment specialized tools; Software Dossier (\$1800), PCM Reader (\$500)									
STREETS & ROAD Signs									
2-01-26-290-291-057	4,000.00 6,855.70	5,000.00 1,653.70	3,000.00 5,110.70	5,000.00 3,379.68	5,000.00 2,600.85	7,500.00			0.00
Note: Sign materials; Blanks, Lettering, posts . Specialized signs Park Street sign replacment, MUTCD School Route Signage (\$4000)									

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TOWNSHIP OF WILLINGBORO
Budget/Revenue Preparation Worksheet

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****			%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
STREETS & ROAD Public Events									
2-01-26-290-291-074	1,500.00	1,500.00	1,500.00	6,000.00	3,000.00	1,500.00			0.00
	1,347.30	1,665.00	3,245.20	1,854.25	1,318.95				
Note: Support of Special events in Town; Purchase of flags, bunting, etc. Flags (\$500)									
STREETS & ROAD Medical Exams									
2-01-26-290-291-098	4,000.00	4,500.00	4,500.00	3,000.00	3,000.00	3,000.00			0.00
	4,452.35	3,232.40	2,221.50	3,054.40	1,806.60				
Note: Medical exams for Medical Cards for the CDL holders, Hep B Vaccination required offerings.									
STREETS & ROAD Equipment									
2-01-26-290-291-101	4,500.00	2,000.00	4,000.00	4,000.00	4,000.00	4,000.00			0.00
	801.00	4,758.54	3,369.34	2,466.45	750.00				
Note: Required shop Lift Inspections (\$1500), Truck 86 Dielectric Boom testing (\$1000), State Manadated Vehicle Emmissions testing (\$65 per Class 8 over 26000 lbs; \$650)									
STREETS & ROAD OFFICE EQUIPMEN									
2-01-26-290-291-107	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.99	0.00				
STREETS & ROAD Contractual									
2-01-26-290-291-132	80,000.00	80,000.00	80,000.00	50,000.00	80,000.00	125,000.00			0.00
	74,743.47	80,061.23	69,377.46	57,468.99	69,120.69				
Note: Streets and Roads Contractor Support: Hazard Tree Identification and Removal (Licensed Tree Expert \$4000 Part of Smart Goals (Forestry Management Plan) \$25,000, Landscaping Contract (Complex, Firehouse, Library, JFK) \$80,000, Welding Supplies (\$2000), Hazardous Tree Removal (\$40,000), Deer Caracass Removal, CDL Random Testing Program (\$2000), Fuel System Management (\$3500), and other required contractor to support operations of the DPW									
STREETS & ROAD Engineer Serv									
2-01-26-290-291-145	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
STREETS & ROAD Equip Repair									
2-01-26-290-291-151	20,000.00	15,000.00	12,500.00	10,000.00	10,000.00	10,000.00			0.00
	9,971.04	9,183.64	9,763.29	7,463.08	11,337.03				
Note: Repair and regular recommended maintenance of equipment for street and road maintenance: Repair/Maintenance of the following: Toro Mowers, John Deere tractors, Mop Mowers, ASV, Chain Saws, Pole Pruners, Hot Patcher, Roller, Light Towers									
STREETS & ROAD Radio Maint									
2-01-26-290-291-153	1,500.00	2,000.00	1,000.00	1,000.00	1,000.00	1,000.00			0.00
	1,551.00	0.00	2,850.00	0.00	35.00				
Note: Maintenance of Radio Equipment									

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Budget/Revenue Preparation Worksheet

Description Budget Account Number	2017 Approp Actual	2018 Approp Actual	2019 Approp Actual	2020 Approp Actual	2021 Approp Actual	***** Requested	2022 Admin. Recmnd	***** Budgeted	%PY
STREETS & ROAD Vehicle Repair									
2-01-26-290-291-155	50,000.00	50,000.00	50,000.00	40,000.00	40,000.00	40,000.00			0.00
	16,498.19	41,920.15	31,708.99	18,551.80	28,548.14				
Note: Repair of Vehicles in Fleet: Maintenance (oil, filters, wiperblades, brakes, antifreeze, hydraulic fluid, batteries, headlights, electrical needs, tires) This vehicle class are used by is Light-Duty Vehicle: less than (<) 10,000 lbs. Class 1: <6,000 lbs. Example vehicle: Sedan or sport-utility vehicle (SUV)									
STREETS & ROAD Computer Repair									
2-01-26-290-291-156	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
STREETS & ROAD B&G Maint									
2-01-26-290-291-158	5,000.00	5,000.00	20,000.00	25,000.00	25,000.00	35,000.00			0.00
	4,245.31	19,003.99	53,169.03	19,897.98	39,533.28				
Note: Repair of Buildings at the DPW: Garage door componenets, heaters, toilets, roofing, Pools, recreational fields, required NJ State permitting, Fuel systems, gates, fencing									
STREETS & ROAD Building Improv									
2-01-26-290-291-159	4,000.00	1,000.00	15,000.00	0.00	0.00				0.00
	794.70	14,030.36	0.00	0.00	0.00				
STREETS & ROAD Major Veh Repair									
2-01-26-290-291-163	30,000.00	30,000.00	30,000.00	20,000.00	20,000.00	20,000.00			0.00
	13,529.65	23,472.11	17,731.35	21,717.87	20,455.14				
Note: Repair of Dump Trucks, Large trailers, Sweeper, Lift Gate Trucks. Class 4 ,5 ,6, 7, 8. Class based on weight rating. Trucks 71,73,74,75,76,81,91 Qualify.									
STREETS & ROAD Construction									
2-01-26-290-291-164	10,000.00	15,000.00	15,000.00	16,000.00	16,000.00	36,000.00			0.00
	7,233.35-	15,695.95	15,675.03	11,001.61	5,711.23				
Note: Misc Street repairs, storm water repairs, crack sealing, Pot Hole Patching, \$20,000 to support crack sealing program in response to engineering recommendations from Roadbotics Data.									
STREETS & ROAD Oth Equip Maint									
2-01-26-290-291-165	30,000.00	15,000.00	15,000.00	15,000.00	15,000.00	10,000.00			0.00
	15,004.10	6,611.64	15,629.32	8,689.53	4,952.41				
Note: Fuel System, Vehicle Wash repairs, Air compressors, tire repair machine, welding equipment,									
STREETS & ROAD Recycling									
2-01-26-290-291-173	10,000.00	5,000.00	5,000.00	0.00	0.00				0.00
	2,006.17-	3,609.38	3,028.48	2,189.92	4,691.10-				
STREETS & ROAD Miscellaneous									
2-01-26-290-291-299	1,500.00	1,500.00	1,500.00	500.00	0.00				0.00

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Budget/Revenue Preparation Worksheet

Description Budget Account Number	2017 Approp Actual	2018 Approp Actual	2019 Approp Actual	2020 Approp Actual	2021 Approp Actual	***** Requested	2022 Admin. Recmnd	***** Budgeted	%PY
	2,019.11	35,899.20-	478.09	0.00	332.00				
Control Total	296,600.00 176,628.45	273,600.00 227,581.96	307,500.00 299,417.10	250,500.00 206,391.30	277,000.00 240,092.65	345,800.00	0.00	0.00	0.00
Extd Total	1,143,938.53 959,749.71	1,100,660.13 1,010,786.48	1,371,402.70 1,345,785.41	1,280,682.93 1,092,481.87	1,303,774.36 1,235,876.31	1,453,184.53	0.00	0.00	0.00
Transfers	0.00	0.00	0.00	70,000.00-	6,000.00-				
SNOW REMOVAL									
2-01-26-290-292-000									
SNOW REMOVAL SALARY & WAGES:									
2-01-26-290-292-010									
SNOW REMOVAL Overtime									
2-01-26-290-292-015									
	45,000.00	0.00	55,000.00	7,601.00	27,828.61	27,828.00			0.00
	6,771.95	55,000.00	25,626.50	0.00	27,828.61				
Transfers	0.00	0.00	6,500.00-	0.00	0.00				
SNOW REMOVAL Sick Leave Inc									
2-01-26-290-292-017									
	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
Control Total	45,000.00 6,771.95	0.00 55,000.00	55,000.00 25,626.50	7,601.00 0.00	27,828.61 27,828.61	27,828.00	0.00	0.00	0.00
Transfers	0.00	0.00	6,500.00-	0.00	0.00				
SNOW REMOVAL OTHER EXPENSES:									
2-01-26-290-292-020									
SNOW REMOVAL Contractual									
2-01-26-290-292-132									
	0.00	0.00	0.00	1.00	0.00				0.00
	0.00	1,077.63	1,216.94	0.00	40,000.00				
SNOW REMOVAL Equip Repair									
2-01-26-290-292-151									
	6,000.00	6,000.00	6,000.00	0.00	0.00				0.00
	3,820.93	37,245.71	1,386.91	0.00	0.00				
SNOW REMOVAL Vehicle Repair									
2-01-26-290-292-155									
	6,000.00	6,000.00	6,000.00	0.00	0.00				0.00
	3,999.13	2,844.63	2,236.46	0.00	0.00				

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2-01-26-290-293-163	20,000.00 19,047.47	20,000.00 16,669.16	20,000.00 33,966.69	25,000.00 22,407.83	25,000.00 23,965.78	30,000.00			0.00
Note: Leaf Vacuum maintenance and repairs (\$10,000), Jetter Repairs (\$5000), Sweeper Maintenance / Repairs (\$2000), Repairs to 524 Loader (\$8000; Tires are \$600 each for just tire),									
STORM WATER Illicit Connection									
2-01-26-290-293-170	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	10,000.00 0.00	3,000.00			0.00
Note: Shared Service with Burlington County Soil Conservation District for Inspections									
STORM WATER MANAGEMENT Miscellaneous									
2-01-26-290-293-299	2,000.00 579.00	2,000.00 145.66	1,000.00 125.00	500.00 300.00-	0.00 0.00				0.00
Control Total	133,000.00 115,184.80	127,000.00 86,526.79	124,100.00 107,315.32	95,100.00 90,177.40	136,500.00 84,024.57	124,500.00	0.00	0.00	0.00
Extd Total	925,338.61 768,245.23	899,060.12 1,630,647.03	624,100.00 576,023.42	595,100.00 513,282.87	636,500.00 506,454.82	624,500.00	0.00	0.00	0.00
Department Total	2,152,777.14 1,748,994.00	2,049,220.25 2,745,229.74	2,100,002.70 1,999,373.48	1,883,384.93 1,605,764.74	1,968,602.97 1,810,159.74	2,107,012.53	0.00	0.00	0.00
Transfers	0.00	0.00	6,500.00-	70,000.00-	6,000.00-				
CAFR Total	2,152,777.14 1,748,994.00	2,049,220.25 2,745,229.74	2,100,002.70 1,999,373.48	1,883,384.93 1,605,764.74	1,968,602.97 1,810,159.74	2,107,012.53	0.00	0.00	0.00
Transfers	0.00	0.00	6,500.00-	70,000.00-	6,000.00-				
Budgeted Total	2,152,777.14 1,748,994.00	2,049,220.25 2,745,229.74	2,100,002.70 1,999,373.48	1,883,384.93 1,605,764.74	1,968,602.97 1,810,159.74	2,107,012.53	0.00	0.00	0.00
Transfers	0.00	0.00	6,500.00-	70,000.00-	6,000.00-				
Non-Budget Total	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00	0.00	0.00	0.00
Budget Fund Total	2,152,777.14 1,748,994.00	2,049,220.25 2,745,229.74	2,100,002.70 1,999,373.48	1,883,384.93 1,605,764.74	1,968,602.97 1,810,159.74	2,107,012.53	0.00	0.00	0.00
Transfers	0.00	0.00	6,500.00-	70,000.00-	6,000.00-				
Year Total	2,152,777.14 1,748,994.00	2,049,220.25 2,745,229.74	2,100,002.70 1,999,373.48	1,883,384.93 1,605,764.74	1,968,602.97 1,810,159.74	2,107,012.53	0.00	0.00	0.00
Transfers	0.00	0.00	6,500.00-	70,000.00-	6,000.00-				

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Budget/Revenue Preparation Worksheet

Range of Budget Accounts: 2-01-28-370-000-020 to 2-01-28-370-000-299
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description	2017	2018	2019	2020	2021	***** 2022 *****	*****	*****	*****
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
RECR SERV&PROG OTHER EXPENSES:									
2-01-28-370-000-020									
RECR SERV&PROG Awards & Dues									
2-01-28-370-000-021	500.00	1,500.00	1,500.00	1,000.00	750.00	3,600.00			0.00
	1,544.05	1,361.24	820.00	0.00	0.00				
Note: National Recreation & Parks Assoc membership fees \$1350 DBolden & KBrunson, NJ Recreation & Parks Assoc membership fees \$1200, NJRPA membership fees \$900 DBolden, KBrunson, KCrenshaw, American Grant Writers Assoc membership fees \$139 - all membership fees are renewals and combined totals									
RECR SERV&PROG Travel Expense									
2-01-28-370-000-022	300.00	300.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
RECR SERV&PROG Office Supplies									
2-01-28-370-000-023	3,000.00	3,000.00	1,000.00	1,000.00	750.00	750.00			0.00
	2,896.66	0.00	0.00	426.98	818.39				
Note: Replaced ink and paper for Oss Kr poster maker printer - specialty machine									
RECR SERV&PROG Printing									
2-01-28-370-000-024	500.00	500.00	0.00	0.00	0.00				0.00
	0.00	50.00	0.00	0.00	0.00				
RECR SERV&PROG Postage									
2-01-28-370-000-025	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
RECR SERV&PROG Advertising									
2-01-28-370-000-027	600.00	600.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
RECR SERV&PROG Training									
2-01-28-370-000-028	2,500.00	2,500.00	2,500.00	2,000.00	1,500.00	3,400.00			0.00
	2,154.00	2,681.90	1,949.90	1,125.00	1,423.00				
Note: CPR training \$540 DBolden, KBrunson, KCrenshaw, NJRPA conference fee \$750 DBolden, KBrunson, KCrenshaw, Aquatics Facility Operator Cert. renewal course \$290 KBrunson, Certified Pool Operator Cert renewal course \$200 KBrunson, Skillpath Customer Service and Conflict Resolution trainings \$600 (complete office staff), Grant Writer Cert renewal \$999 KBrunson - all fees are combined totals									
RECR SERV&PROG Photo & Film									
2-01-28-370-000-029	0.00	0.00	0.00	0.00	0.00				0.00

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TOWNSHIP OF WILLINGBORO
Budget/Revenue Preparation Worksheet

Description Budget Account Number	2017 Approp Actual	2018 Approp Actual	2019 Approp Actual	2020 Approp Actual	2021 Approp Actual	***** Requested	***** 2022 Admin. Recmnd	***** Budgeted	%PY
2-01-28-370-000-106	0.00	0.00	50,000.00	0.00	0.00				0.00
Transfers	0.00	0.00	49,000.00-	0.00	0.00				
RECR SERV&PROG OFFICE EQUIPMEN									
2-01-28-370-000-107	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
RECR SERV&PROG Offic Furniture									
2-01-28-370-000-110	1,000.00	750.00	0.00	0.00	0.00				0.00
	0.00	477.98	0.00	0.00	0.00				
RECR SERV&PROG Equipment									
2-01-28-370-000-111	20,000.00	5,000.00	2,000.00	1,000.00	1,000.00				0.00
	3,853.10	1,763.76	2,781.09	0.00	0.00				
RECR SERV&PROG Prgrm Supplies									
2-01-28-370-000-115	15,000.00	12,000.00	12,000.00	3,500.00	5,000.00	3,000.00			0.00
	6,926.06	11,279.95	2,954.50	997.58	1,728.00				
Transfers	0.00	0.00	5,000.00-	0.00	0.00				
Note: \$500 Earth Day supplies, \$600 Cases of moist wipes for fitness programs, \$300 rolling stand up carts for programs, \$1000 mats, \$600 standup floor dispenser									
RECR SERV&PROG Contractual									
2-01-28-370-000-132	38,450.00	18,000.00	20,000.00	16,000.00	18,000.00	20,000.00			0.00
	22,009.26	49,587.28	15,989.35	15,557.89	17,947.38				
Note: \$7000 for portable toilets for JFK, Millcreek Park, Fairmont Park, Crystal Lake, \$500 Movie license, \$800 Nestle water cooler bottle replacements, \$2500 Jazzfest portable toilets, \$2000 Co-op agreement fee, \$2000 Comcast bill, \$6000 TruGreen Field Fertilization									
RECR SERV&PROG Engineer Serv									
2-01-28-370-000-145	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	3,636.75	0.00	0.00				
RECR SERV&PROG Credit Card									
2-01-28-370-000-150	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
RECR SERV&PROG Equip Repair									
2-01-28-370-000-151	8,000.00	2,000.00	1,000.00	0.00	0.00				0.00
	13,278.19	1,692.25	200.00	0.00	0.00				
RECR SERV&PROG Copier Repair									
2-01-28-370-000-152	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				

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TOWNSHIP OF WILLINGBORO
Budget/Revenue Preparation Worksheet

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****			%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
RECR SERV&PROG Radio Maint									
2-01-28-370-000-153	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
RECR SERV&PROG Vehicle Repair									
2-01-28-370-000-155	15,000.00 18,420.78	5,000.00 3,663.11	5,000.00 0.00	0.00 0.00	0.00 0.00				0.00
RECR SERV&PROG Computer Repair									
2-01-28-370-000-156	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
RECR SERV&PROG B&G Maint									
2-01-28-370-000-158	30,000.00 19,733.11	10,000.00 17,947.42	15,000.00 32,688.20	20,000.00 27,555.93	20,000.00 11,859.26	21,000.00			0.00
Note: \$10,000 Mulch removal and replacement for Broido, Millcreek Parks, \$5000 Ball field upkeep, \$6000 Leslie Pool supplies									
RECR SERV&PROG Building Improv									
2-01-28-370-000-159	10,000.00 4,665.19	3,000.00 301.07	1,000.00 0.00	0.00 0.00	0.00 0.00				0.00
RECR SERV&PROG Construction									
2-01-28-370-000-164	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
RECR SERV&PROG Yth Org Lil Lge									
2-01-28-370-000-221	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
RECR SERV&PROG Youth Sport Groups									
2-01-28-370-000-250	2,500.00 0.00	2,500.00 0.00	0.00 4,874.00	1,000.00 350.00	1,000.00 0.00				0.00
Note: Football League Fees									
RECR SERV&PROG Little Lge-Natl									
2-01-28-370-000-251	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
RECR SERV&PROG CYO									
2-01-28-370-000-252	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
RECR SERV&PROG Little Lge-wstn									
2-01-28-370-000-253	0.00	0.00	0.00	0.00	0.00				0.00

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TOWNSHIP OF WILLINGBORO
Budget/Revenue Preparation Worksheet

Description Budget Account Number	2017 Approp Actual	2018 Approp Actual	2019 Approp Actual	2020 Approp Actual	2021 Approp Actual	***** Requested	2022 Admin. Recmnd	***** Budgeted	%PY
	0.00	0.00	0.00	0.00	0.00				
RECR SERV&PROG PAL									
2-01-28-370-000-254	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RECR SERV&PROG Track Club									
2-01-28-370-000-255	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RECR SERV&PROG American Legion									
2-01-28-370-000-256	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RECR SERV&PROG Babe Ruth									
2-01-28-370-000-257	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RECR SERV&PROG Wboro Bsktbl									
2-01-28-370-000-258	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RECR SERV&PROG Babe Ruth-SrLge									
2-01-28-370-000-259	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RECR SERV&PROG Frndshp Guild									
2-01-28-370-000-260	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RECR SERV&PROG PAL Football									
2-01-28-370-000-261	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RECR SERV&PROG 18&over Basebl									
2-01-28-370-000-262	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
RECR SERV&PROG Miscellaneous									
2-01-28-370-000-299	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	_____	_____	_____	0.00
Control Total	209,350.00 143,046.34	125,250.00 119,058.73	153,000.00 76,834.98	46,500.00 46,013.38	69,000.00 33,776.03	59,250.00	0.00	0.00	0.00
Transfers	0.00	0.00	71,500.00-	0.00	0.00				

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TOWNSHIP OF WILLINGBORO
Budget/Revenue Preparation Worksheet

Description Budget Account Number	2017 Approp Actual	2018 Approp Actual	2019 Approp Actual	2020 Approp Actual	2021 Approp Actual	***** Requested	***** 2022 Admin. Recmnd	***** Budgeted	%PY
Extd Total	209,350.00	125,250.00	153,000.00	46,500.00	69,000.00	59,250.00	0.00	0.00	0.00
Transfers	143,046.34 0.00	119,058.73 0.00	76,834.98 71,500.00-	46,013.38 0.00	33,776.03 0.00				
Department Total	209,350.00	125,250.00	153,000.00	46,500.00	69,000.00	59,250.00	0.00	0.00	0.00
Transfers	143,046.34 0.00	119,058.73 0.00	76,834.98 71,500.00-	46,013.38 0.00	33,776.03 0.00				
CAFR Total	209,350.00	125,250.00	153,000.00	46,500.00	69,000.00	59,250.00	0.00	0.00	0.00
Transfers	143,046.34 0.00	119,058.73 0.00	76,834.98 71,500.00-	46,013.38 0.00	33,776.03 0.00				
Budgeted Total	209,350.00	125,250.00	153,000.00	46,500.00	69,000.00	59,250.00	0.00	0.00	0.00
Transfers	143,046.34 0.00	119,058.73 0.00	76,834.98 71,500.00-	46,013.38 0.00	33,776.03 0.00				
Non-Budget Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfers	0.00	0.00	0.00	0.00	0.00				
Budget Fund Total	209,350.00	125,250.00	153,000.00	46,500.00	69,000.00	59,250.00	0.00	0.00	0.00
Transfers	143,046.34 0.00	119,058.73 0.00	76,834.98 71,500.00-	46,013.38 0.00	33,776.03 0.00				
Year Total	209,350.00	125,250.00	153,000.00	46,500.00	69,000.00	59,250.00	0.00	0.00	0.00
Transfers	143,046.34 0.00	119,058.73 0.00	76,834.98 71,500.00-	46,013.38 0.00	33,776.03 0.00				

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TOWNSHIP OF WILLINGBORO
Budget/Revenue Preparation Worksheet

Range of Budget Accounts: 2-01-27-350-000-020 to 2-01-27-350-000-299
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****			%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
OFF ON AGING OTHER EXPENSES:									
2-01-27-350-000-020									
OFFICE ON AGING Awards & Dues									
2-01-27-350-000-021	900.00	900.00	0.00	150.00	150.00	150.00			0.00
	0.00	0.00	0.00	0.00	0.00				
Note: certification for Directors									
OFFICE ON AGING Travel Expense									
2-01-27-350-000-022	1,200.00	1,200.00	600.00	300.00	300.00	300.00			0.00
	0.00	0.00	0.00	0.00	0.00				
Note: Use only if necessary for mandatory off-site training: League of Municipality, Grant training etc.									
OFFICE ON AGING Office Supplies									
2-01-27-350-000-023	3,000.00	1,500.00	500.00	500.00	500.00				0.00
	768.58	0.00	0.00	0.00	0.00				
Note: General office supplies utilized throughout the year.									
OFFICE ON AGING Printing									
2-01-27-350-000-024	3,000.00	1,000.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
Note: Do printing in the Senior Center.									
OFFICE ON AGING Postage									
2-01-27-350-000-025	450.00	450.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
Note: Use in-house services.									
OFFICE ON AGING Advertising									
2-01-27-350-000-027	3,000.00	1,000.00	0.00	0.00	0.00				0.00
	0.00	50.00	0.00	0.00	0.00				
Note: Use in-house services.									
OFFICE ON AGING Training									
2-01-27-350-000-028	5,000.00	5,000.00	5,000.00	500.00	0.00	500.00			0.00
	2,658.00	4,372.15	400.00	0.00	0.00				
Note: Use only if necessary for mandatory off-site training.									
OFFICE ON AGING Photo & Film									
2-01-27-350-000-029	450.00	450.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				

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TOWNSHIP OF WILLINGBORO
Budget/Revenue Preparation Worksheet

Description Budget Account Number	2017 Approp Actual	2018 Approp Actual	2019 Approp Actual	2020 Approp Actual	2021 Approp Actual	***** Requested	2022 Admin. Recmnd	***** Budgeted	%PY
Note: Use alternative services.									
OFFICE ON AGING Books & Publish 2-01-27-350-000-030	450.00 0.00	450.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
Note: Use alternative services.									
OFFICE OF AGING Clothing & Equip 2-01-27-350-000-032	800.00 0.00	500.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	800.00			0.00
Note: Need to purchase shirts for Staff.2 drivers, 2 receptionists,2 clerks, 2 PT & Director									
OFFICE ON AGING Signs 2-01-27-350-000-057	3,000.00 0.00	1,500.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
Note: Use alternative services.									
OFFICE ON AGING Events 2-01-27-350-000-060	12,000.00 12,240.94	12,000.00 11,630.92	12,000.00 16,390.00	12,000.00 4,141.45	12,000.00 1,760.00	8,000.00			0.00
Note: 10 Celebrations: Musical Entertainment, Caterer & Food for approximately 250 attendees. Certified Instructors payment for up-start classes, general workers and aides who assists with the room set-ups. see attached									
Office of Aging-Projects 2-01-27-350-000-061	15,000.00 14,843.00	15,000.00 14,650.00	15,000.00 16,200.00	13,000.00 3,850.00	13,000.00 12,200.00	13,000.00			0.00
Note: Certified Instructors payment for up-start classes, general workers and aides who assists with the room set-ups, attendance and ensure the Seniors are safety. SEE ATTACHED									
OFFICE ON AGING -Programs 2-01-27-350-000-062	45,000.00 40,417.00	45,000.00 44,217.50	45,000.00 47,405.23	37,500.00 9,641.00	37,500.00 27,102.50	40,000.00			0.00
Note: Certified Instructors payment for daily classes & programs for over 3,000 monthly attendees.									
OFFICE ON AGING Medical Exams 2-01-27-350-000-098	270.00 0.00	270.00 0.00	0.00 1,272.15	270.00 0.00	270.00 270.00	270.00			0.00
Note: CDL Surrey & Van vehicle drivers mandatory yearly Medical Examinations and Certifications.									
OFFICE ON AGING Equipment 2-01-27-350-000-101	500.00 160.00	500.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
OFF ON AGING OFFICE EQUIPMENT									

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TOWNSHIP OF WILLINGBORO
Budget/Revenue Preparation Worksheet

Description Budget Account Number	2017	2018	2019	2020	2021	***** 2022 *****			%PY
	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	
2-01-27-350-000-107	7,000.00 0.00	1,000.00 0.00	0.00 0.00	500.00 0.00	0.00 0.00				0.00
Note: Office basic equipment.									
OFFICE ON AGING Office Furniture									
2-01-27-350-000-110	5,200.00 0.00	1,000.00 995.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
Note: Will make due with chairs until next year.									
OFFICE ON AGING Prgrm Supplies									
2-01-27-350-000-115	13,500.00 6,714.00	13,500.00 2,037.57	13,500.00 4,597.04	13,500.00 250.00	13,500.00 500.00	9,000.00			0.00
Note: Increase in attendance require more supplies: mats, weights, chairs, tables, manuals, etc.									
OFFICE ON AGING Contractual									
2-01-27-350-000-132	55,000.00 50,217.50	55,000.00 53,216.00	55,000.00 67,739.45	30,000.00 13,329.50	30,000.00 19,225.00	35,000.00			0.00
Transfers	0.00	0.00	10,000.00	0.00	0.00				
Note: Certified contractual Instructors payment for daily classes, aides and event helpers.									
OFFICE ON AGING Equip Repair									
2-01-27-350-000-151	1,000.00 0.00	500.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00				0.00
OFFICE ON AGING Vehicle Repair									
2-01-27-350-000-155	10,000.00 851.00	1,000.00 896.00	3,000.00 1,063.72	0.00 668.24	1,200.00 4,809.73	6,000.00			0.00
Note: Necessary repairs to the Surrey, Van & vehicle.									
OFFICE ON AGING Computer Repair									
2-01-27-350-000-156	1,000.00 0.00	1,000.00 200.00	500.00 0.00	0.00 0.00	0.00 0.00	1,500.00			0.00
Note: Specially designated and recommended equipment needed for the computer lab and classes. Never received computers & printers for use in the area.									
OFFICE of AGING-Community Affairs									
2-01-27-350-000-298	6,000.00 800.00	6,000.00 5,000.00	5,500.00 6,625.00	5,000.00 1,400.00	5,000.00 0.00	5,000.00			0.00
Note: Community Affairs designated programs and projects. Juneteenth, Women's Match, Voters' right									
Office of Aging-Veteran Affairs Programs									
2-01-27-350-000-299	2,500.00 600.00	2,500.00 2,000.00	2,500.00 5,000.00	2,500.00 600.00	2,500.00 4,096.39	4,100.00			0.00
Note: Veteran Affairs designated programs and projects. Vet Day, memorial day & Vet pgm									

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TOWNSHIP OF WILLINGBORO
Budget/Revenue Preparation Worksheet

Description Budget Account Number	2017 Approp Actual	2018 Approp Actual	2019 Approp Actual	2020 Approp Actual	2021 Approp Actual	***** Requested	2022 Admin. Recmnd	***** Budgeted	%PY
Control Total	195,220.00	168,220.00	158,100.00	115,720.00	115,920.00	123,620.00	0.00	0.00	0.00
Transfers	130,270.02 0.00	139,265.14 0.00	166,692.59 10,000.00	33,880.19 0.00	69,963.62 0.00				
Extd Total	195,220.00	168,220.00	158,100.00	115,720.00	115,920.00	123,620.00	0.00	0.00	0.00
Transfers	130,270.02 0.00	139,265.14 0.00	166,692.59 10,000.00	33,880.19 0.00	69,963.62 0.00				
Department Total	195,220.00	168,220.00	158,100.00	115,720.00	115,920.00	123,620.00	0.00	0.00	0.00
Transfers	130,270.02 0.00	139,265.14 0.00	166,692.59 10,000.00	33,880.19 0.00	69,963.62 0.00				
CAFR Total	195,220.00	168,220.00	158,100.00	115,720.00	115,920.00	123,620.00	0.00	0.00	0.00
Transfers	130,270.02 0.00	139,265.14 0.00	166,692.59 10,000.00	33,880.19 0.00	69,963.62 0.00				
Budgeted Total	195,220.00	168,220.00	158,100.00	115,720.00	115,920.00	123,620.00	0.00	0.00	0.00
Transfers	130,270.02 0.00	139,265.14 0.00	166,692.59 10,000.00	33,880.19 0.00	69,963.62 0.00				
Non-Budget Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfers	0.00	0.00	0.00	0.00	0.00				
Budget Fund Total	195,220.00	168,220.00	158,100.00	115,720.00	115,920.00	123,620.00	0.00	0.00	0.00
Transfers	130,270.02 0.00	139,265.14 0.00	166,692.59 10,000.00	33,880.19 0.00	69,963.62 0.00				
Year Total	195,220.00	168,220.00	158,100.00	115,720.00	115,920.00	123,620.00	0.00	0.00	0.00
Transfers	130,270.02 0.00	139,265.14 0.00	166,692.59 10,000.00	33,880.19 0.00	69,963.62 0.00				

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TOWNSHIP OF WILLINGBORO
Budget/Revenue Preparation Worksheet

Range of Budget Accounts: 2-01-20-100-101-156 to 2-01-20-100-101-156
For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

Description	2017	2018	2019	2020	2021	***** 2022 *****	*****	*****	*****
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
WARNING: Sub without Control Account!									
TOWN MANAGER Office of Communications									
2-01-20-100-101-156	0.00	0.00	0.00	0.00	0.00	85,000.00			0.00
	0.00	0.00	0.00	0.00	0.00				
Control Total	0.00	0.00	0.00	0.00	0.00	85,000.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
Extd Total	0.00	0.00	0.00	0.00	0.00	85,000.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
Department Total	0.00	0.00	0.00	0.00	0.00	85,000.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
CAFR Total	0.00	0.00	0.00	0.00	0.00	85,000.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
Budgeted Total	0.00	0.00	0.00	0.00	0.00	85,000.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
Non-Budget Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
Budget Fund Total	0.00	0.00	0.00	0.00	0.00	85,000.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				
Year Total	0.00	0.00	0.00	0.00	0.00	85,000.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00				