
2023 BUDGET

TABLE OF CONTENTS



OVERVIEWS

1. Manager's Summary
2. General Fund Summary
3. Sewer Operating Fund Summary
4. Solid Waste Fund Summary

BUDGET DETAILS

- 1 General Fund**
 - Operating Revenue – Budget
 - Operating Expenditures – Department Exec. Summaries and Budgets:
 - 4010 Administration
 - 4050 Finance
 - 4092 Municipal Complex
 - 4100 Police
 - 4110 Fire and EMS
 - 4130 Codes
 - 4140 Planning & Zoning, Historic Preservation
 - 4300 Roads & Fleet (see also Fund 35, Liquid Fuels)
 - 4520 Parks & Recreation
 - 4810 Debt Service
- 2 Sewer Operating Fund – Exec. Summary and Budget**
- 3 Sewer Construction (Capital Projects) Fund – 5 Year Plan and Budget**
- 4 Transportation Improvement**
- 7 Open Space**
- 8 Sinking Fund (Debt Service)**
- 9 Non-Uniformed Pension Plan**
- 12 Solid Waste (Residential Trash & Recycling Collection) Operating Fund – Exec. Summary and Budget**
- 15 Escrow Fund**
- 35 Liquid Fuels (Road Maintenance) Fund - Budget**
- 40 Retirement Health & Life Insurance Fund – Executive Summary and Budget**

- 50 **Equipment Replacement Fund – 10 Year Plan and Budget**
 - 55 **Fire Company Equipment Replacement Fund – 10 Year Plan and Budget**
 - 60 **Police Pension Plan**
 - 65 **Public Service (Capital Projects) Fund – 5 Year Plan and Budget**
 - 70 **Technology Fund – 5 Year Plan and Budget**
 - 95 **Crime Prevention**
 - 97 **WCRERT**
-

MEMORANDUM

DATE: November 18, 2022
TO: Board of Supervisors
FROM: Pam Gural-Bear, Interim Township Manager
SUBJECT: 2023 Budget



Recommended Motion: Authorize advertisement of the 2023 preliminary budget, as revised at tonight's meeting, for public review.

At the last five meetings, the Board reviewed first drafts of the revenue and department expenditure budgets. Those components are now assembled in the 2023 preliminary budget for your review and discussion.

Staff requests that the Board authorize the preliminary budget for advertising. Changes finalized at tonight's meeting will be incorporated into the budget that will be advertised and available for public review for at least 20 days as required by state law. The 2023 final budget will be presented to the Board for approval on December 21st.

An electronic version of the budget is included in the packet, which is posted on the Township's website. A hard copy will be available in the lobby of the Township Building after any changes approved tonight are added prior to running the legal notice.

**WEST WHITELAND TOWNSHIP
2023 BUDGET - GENERAL FUND (01) - BUDGET SUMMARY**

	2021 Actuals	2022 Budget	2022 Projected Actuals	2023 Budget Request	%2022P v 2021A	\$2022P v 2021A	% 2023B v 2022P	\$2023B v 2022P
REVENUE								
Taxes	10,961,831	10,487,119	11,428,326	11,128,460	104%	466,495	97%	(299,866)
Fees, Fines, Grants, Interest	2,232,575	3,668,270	2,937,603	2,826,075	132%	705,028	96%	(111,528)
REVENUE Total	13,194,405	14,155,389	14,365,929	13,954,535	109%	1,171,524	97%	(411,394)
EXPENSE								
Salary & Benefits	7,751,843	8,636,271	8,188,660	8,973,880	106%	436,817	110%	785,220
Maintenance & Operations	998,749	921,625	988,556	963,676	99%	(10,193)	97%	(24,880)
Contracted/Professional Serv	1,047,822	1,101,800	838,894	973,800	80%	(208,928)	116%	134,906
Other Expenditures	623,241	811,846	796,880	812,013	128%	173,639	102%	15,133
EXPENSE Total	10,421,654	11,471,542	10,812,990	11,723,369	104%	391,336	108%	910,379
TRANSFERS IN								
Transfer in from Other Funds	100,000	100,000	100,000	100,000	100%	0	100%	0
TRANSFERS IN Total	100,000	100,000	100,000	100,000	100%	0	100%	0
TRANSFERS OUT								
Debt Service	1,248,505	1,222,805	1,222,805	1,225,180	98%	(25,700)	100%	2,375
Transfer to another fund	1,060,136	557,709	557,709	956,834	53%	(502,427)	172%	399,125
TRANSFERS OUT Total	2,308,641	1,780,514	1,780,514	2,182,014	77%	(528,127)	123%	401,500
Net Operating Amount	11,784,513	13,196,500	13,473,971	12,636,197		1,308,315		(1,723,273)

**WEST WHITELAND TOWNSHIP
2023 BUDGET - SEWER FUND(02) - BUDGET SUMMARY**

	2021 Actuals	2022 Budget	2022 Projected Actuals	2023 Budget Request	%2022P v 2021A	\$2022P v 2021A	% 2023B v 2022P	\$2023B v 2022P
REVENUE								
Clover Mill Reimbursement	169,027	167,358	242,300	150,000	143%	73,273	62%	(92,300)
Fees, Fines, Grants, Interest	3,958,673	3,394,691	3,375,329	3,433,500	85%	(583,344)	102%	58,171
REVENUE Total	4,127,700	3,562,049	3,617,629	3,583,500	88%	(510,071)	99%	(34,129)
EXPENSE								
Salary & Benefits	976,822	1,058,353	949,933	1,082,729	97%	(26,889)	114%	132,796
Maintenance & Operations	229,553	333,455	285,000	335,092	124%	55,447	118%	50,092
Treatment Services	1,769,600	2,140,000	1,717,226	2,960,000	97%	(52,374)	172%	1,242,774
Contracted/Professional Serv	114,797	92,000	65,133	79,000	57%	(49,664)	121%	13,867
Other Expenditures	96,356	114,026	102,269	127,923	106%	5,913	125%	25,654
EXPENSE Total	3,187,127	3,737,834	3,119,561	4,584,744	98%	(67,566)	147%	1,465,183
TRANSFERS IN	400,000	790,000	790,000	1,310,000	328%	390,000	166%	520,000
TRANSFERS OUT								
Debt Service	95,000	95,000	95,000	95,000	100%	0	100%	0
Transfer to another fund	76,560	363,031	363,031	80,607	474%	286,471	22%	(282,424)
TRANSFERS OUT Total	171,560	458,031	458,031	175,607	267%	286,471	38%	(282,424)
Net Operating Amount	1,169,013	156,184	830,037	133,149		(338,976)		(696,888)

**WEST WHITELAND TOWNSHIP
2023 BUDGET - SOLID WASTE FUND(12) - BUDGET SUMMARY**

	2021 Actuals	2022 Budget	2022 Projected Actuals	2023 Budget Request	%2022P v 2021A	\$2022P v 2021A	% 2023B v 2022P	\$2023B v 2022P
REVENUE								
Fees, Fines, Grants, Interest	1,041,432	1,122,889	1,128,999	1,188,000	108%	87,567	105%	59,001
REVENUE Total	1,041,432	1,122,889	1,128,999	1,188,000	108%	87,567	105%	59,001
EXPENSE								
Salary & Benefits	5,023	48,540	-	49,940	0%	(5,023)	N/A	49,940
Maintenance & Operations	267,596	270,270	250,000	307,000	93%	(17,596)	123%	57,000
Contracted/Professional Serv	768,920	788,170	780,562	775,500	102%	11,642	99%	(5,062)
Other Expenditures	6,638	3,610	6,794	5,860	102%	156	86%	(934)
EXPENSE Total	1,048,178	1,110,590	1,037,356	1,138,300	99%	(10,822)	110%	100,944
Net Operating Amount	(6,746)	12,299	91,643	49,700		98,389		(41,943)

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-General Fund								
REAL ESTATE TAXES								
01-3000-7001	REAL ESTATE TAX LIENS	45,739.05	21,000.00	26,028.25	23,200.00	23,000.00	9.5%	
01-3000-7101	REAL ESTATE TAXES-CURREN	1,311,562.50	1,250,000.00	1,313,914.84	1,318,000.00	1,323,880.00	5.9%	2024B: Estimate total assessment; 1,891,751,638*.002= \$3,783,503. Then apply a collection rate of 98% (accounting for the early payment discount of 2%).
01-3000-8586	PAYMENT LIEU OF TAXES	8,119.30	8,119.00	8,265.24	8,265.00	8,265.00	1.8%	Payment in lieu of RE taxes from non-profit.
Total REAL ESTATE TAXES:		1,365,420.85	1,279,119.00	1,348,208.33	1,349,465.00	1,355,145.00	5.9%	
ACT 511 TAXES								
01-3100-7300	REAL ESTATE TRANSFER TAX	1,727,206.30	986,000.00	1,900,511.13	1,895,227.00	1,196,000.00	21.3%	2023P: Additional 5 mos of transfers (\$50K*5). 2024B; anticipate resales of existing homes.
01-3100-7400	EARNED INCOME TAX-CURREN	7,031,994.44	7,400,000.00	7,404,102.75	7,333,634.00	7,700,315.00	4.1%	Rate: 1% of earned income; split 50/50 with WCASD for WWT residents. 23P: Jan-Jul actuals plus an estimation for Aug-Dec based on prior quarter. 24B: 2023P + + 5% increase
01-3100-7450	LOCAL SERVICES TAX	837,208.94	822,000.00	874,131.07	850,000.00	877,000.00	6.7%	\$52/year for every employee who works in WWT
Total ACT 511 TAXES:		9,596,409.68	9,208,000.00	10,178,744.95	10,078,861.00	9,773,315.00	6.1%	
LICENSES & PERMITS								
01-3210-7610	TRANSIENT RETAILERS	125.00	250.00	5,867.67	.00	100.00	-60.0%	Permits for door-to-door solicitors
01-3210-7820	STREET OPENING PERMITS	37,270.00	22,000.00	13,560.00	15,000.00	22,000.00		Revenue is received mostly from utility companies when they open a Twp road for a project.
01-3210-8112	ALARM PERMIT	900.00	1,500.00	2,204.98	2,200.00	2,000.00	33.3%	Revenue rec'd from alarm permits issued and annual supplier annual fees.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-3210-8590	CABLE TV FRANCHISE FEE	395,658.40	384,000.00	392,568.49	404,911.00	400,000.00	4.2%	
01-3210-9410	BUILDING PERMITS	806,147.40	1,341,000.00	1,375,783.66	1,400,000.00	450,000.00	-66.4%	2023B - Est. \$300K for standard annual permit revenue + \$585K for known development projects.
01-3210-9435	FIRE/RENTAL SAFETY INSPECT	1,245.00	2,500.00	3,070.00	2,900.00	17,500.00	600.0%	
Total LICENSES & PERMITS:		1,241,345.80	1,751,250.00	1,793,054.80	1,825,011.00	891,600.00	-49.1%	
INTEREST								
01-3410-8510	INTEREST FROM INVESTMENT	29,778.88	18,000.00	86,389.86	50,000.00	500,000.00	2677.8%	
Total INTEREST:		29,778.88	18,000.00	86,389.86	50,000.00	500,000.00	2677.8%	
VIOLATIONS								
01-3520-8110	VEHICLE CODE VIOLATION	49,463.69	54,000.00	45,233.15	54,000.00	54,000.00		Revenue received from vehicle (only) violations
01-3520-8112	FALSE ALARM	25.00	.00	.00	.00	.00		
01-3520-8120	VIOLATIONS OF ORD.STATUES	58,759.86	59,726.00	52,664.64	50,000.00	50,000.00	-16.3%	Codes violations, false alarm fees, and other police (not vehicle) violations. Vehicle to .8110.
Total VIOLATIONS:		108,248.55	113,726.00	97,897.79	104,000.00	104,000.00	-8.6%	
INTERGOVERNMENTAL REVENUE								
01-3540-8350	FEDERAL/STATE/COUNTY GRA	29,459.61	1,060,300.00	158,640.22	160,000.00	651,000.00	-38.6%	2023P Includes \$304,900 of ARPA. See ARPA Spending Schedule
01-3540-8530	PUBLIC UTILITY REALTY TAX	9,039.55	9,000.00	10,352.44	9,000.00	9,000.00		
01-3540-8542	FIRE RELIEF - ACT 205	149,941.91	149,000.00	188,689.89	188,689.00	149,000.00		Act 205 Foreign Fire Tax Relief is rec'd in Sept and the Township disburses the funds to the WWFC within 30 days of receipt. Allocation is based on population and market value of RE.
01-3540-8550	LIQUOR LICENSE FEES	.00	5,400.00	5,700.00	7,200.00	7,200.00	33.3%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-3540-8575	ACT 205 PENSION	407,769.02	407,769.00	404,075.24	404,075.00	404,075.00	-0.9%	State Aid Unit Value determines State Aid received. (1 officer = 2 units; 1 non-uniform employee = 1 unit)
Total INTERGOVERNMENTAL REVENUE:		596,210.09	1,631,469.00	767,457.79	768,964.00	1,220,275.00	-25.2%	
CHARGES FOR SERVICES								
01-3610-9300	LAND DEVELOPMENT	5,842.05	8,000.00	9,200.00	9,500.00	8,000.00		
01-3610-9340	ZONING HEARING BOARD	10,450.00	10,700.00	8,375.00	10,700.00	10,700.00		
01-3610-9455	PLANNER FEE	13,150.00	14,050.00	13,050.00	12,000.00	15,000.00	6.8%	
Total CHARGES FOR SERVICES:		29,442.05	32,750.00	30,625.00	32,200.00	33,700.00	2.9%	
MISCELLANEOUS								
01-3620-7910	TRANSFER	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00		\$95,000 from Sewer for allocated bond payment costs + \$5K from Sewer for employee incentives.
01-3620-9002	DUE FROM OTHER FUNDS	30,269.43	.00	.00	.00	.00		21 Actual - Proceeds from closing FEMA/PEMA grant bank accounts and transferring funds from the public service account.
01-3620-9149	INSURANCE CLAIM PROCEEDS	10,450.90	.00	.00	.00	.00		Do not budget this line. For proceeds of insurance claims.
01-3620-9150	INSURANCE COMPANY REFUN	53,531.77	27,500.00	55,242.90	51,490.00	27,500.00		Budgeting for one year of estimated dividends
01-3620-9155	REIMBURSABLE OVERTIME	25,099.83	10,000.00	59,274.32	59,000.00	15,000.00	50.0%	Offset by 01-4100.3185 expense accounts for PennDOT Details and private party hiring of off-duty officers for security and traffic control.
01-3620-9360	POLICE ACCIDENT REPORTS	6,998.00	8,575.00	11,150.95	10,500.00	8,500.00	-0.9%	
01-3620-9460	MISCELLANEOUS REVENUE	68,380.00	10,000.00	99,792.27	90,000.00	10,000.00		P-card rebates and other misc rev.
01-3620-9471	EXTON PARK FARM LEASE	10,626.25	.00	.00	.00	.00		22B: No longer using this line. All leases/rentals moved to 01-3670.9202.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
	Total MISCELLANEOUS:	305,356.18	156,075.00	325,460.44	310,990.00	161,000.00	3.2%	
GENERAL GOVERNMENT								
01-3670-9202	RENTAL FEES	22,036.50	65,000.00	51,613.00	66,194.00	68,000.00	4.6%	2024: Rentals - \$58,000, ClearChannel - \$10,920, Exton Park Farm - \$11,300.
	Total GENERAL GOVERNMENT:	22,036.50	65,000.00	51,613.00	66,194.00	68,000.00	4.6%	

PUBLIC WORKS DEPARTMENT – MUNICIPAL COMPLEX

The Public Works Department maintains the Municipal Complex at 101 Commerce Drive. The Municipal Complex houses all administration, planning, codes, police, finance, and public works administrative staff.

Public Works Staffing: 5 (1.5 FT Administration, 3 FT Skilled Workers, 1 Seasonal PT) for repair and maintenance of Township-owned buildings.

2023 INITIATIVES

- Continue to investigate, evaluate, and work toward implementation of energy efficiency measures and procedures when replacing components and systems in the building to advance our goal of 100% renewable energy by 2050.
- Continue to plan and incorporate the rearrangement of the furniture, offices, and non-structural walls to make employee interaction easier and more effective.
- Reconfigure the existing office cubicles and rooms to maximize collaboration and work space.
- Install a monument sign with LED functionality at the corner of Commerce Drive and Route 100 as another means to communicate with the community.
- Continuous inspection and maintenance of stormwater management facilities to ensure proper functioning.
- Transition the work order system from Asset Essentials to an in-house software for reporting and tracking maintenance requests in the Township Building.

2022 ACCOMPLISHMENTS

- Performed maintenance to the stormwater management facilities to ensure proper functioning.
- Opened new doorway connecting the Finance and the Codes/Engineering/Public Works Department.
- By year-end, the office layout will be assessed for functionality including the addition of two workspaces.
- With the electronic scanning of paper files, the unused filing cabinets have been sold as per state guidelines and as part of office reconfiguration.
- Performed basic repairs on HVAC systems to maintain comfort of employees and visitors.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
MUNICIPAL BLDG								
01-4092-3245	SUPPLIES	10,201.15	14,000.00	10,143.41	11,000.00	14,000.00		Maintenance and safety supplies for repairs and daily operations; small tools and minor equipment.
01-4092-3361	UTILITIES	63,107.42	71,000.00	84,330.55	101,500.00	95,500.00	34.5%	Electric/Gas, Telephone, Water, Generator Fuel
01-4092-3364	SEWER FEES	5,966.18	4,300.00	11,725.43	14,000.00	14,000.00	225.6%	
01-4092-3365	SOLID WASTE	2,894.13	3,000.00	4,582.95	5,000.00	3,000.00		Trash and recycling dumpsters
01-4092-3384	EQUIPMENT RENTAL	.00	300.00	.00	300.00	300.00		
01-4092-3422	TRAINING/SEMINAR/SCHOOLS	500.00	500.00	.00	500.00	1,000.00	100.0%	Building related training and classes.
01-4092-3450	CONTRACTED SERVICES	76,405.33	75,000.00	52,462.73	70,000.00	75,000.00		Ongoing contracts and regular maintenance; Irrigation and Maintenance, Elevator Monitoring & Elevator Inspection and Maintenance, Interior lighting maintenance and repairs, Backflow Prevention Testing, Fire Alarm Inspection and Sprinkler System Inspection, Pest Control, Cleaning Contract, Fire Extinguisher Inspection, Stormwater Management Report, Fire Monitoring and Leibert System Monitoring, Phone Changes/Repairs, Cooling Tower Water Treatment Service, Boiler Inspection, Security Equipment Repairs and Supplies, Carpet Cleaning and Window Cleaning, Shredding Event, Vegetation Control.
01-4092-3451	CONTRACTED SERVICES-HVA	20,560.25	25,000.00	21,998.26	25,000.00	25,000.00		22B: HVAC Maintenance Service
Total MUNICIPAL BLDG:		179,634.46	193,100.00	185,243.33	227,300.00	227,800.00	18.0%	

ADMINISTRATION (Admin, HR, Public Information, Solid Waste, Technology)

Administration is responsible for supporting and implementing general plans and policies of the Board of Supervisors, interdepartmental coordination and staff training/continuing education, human resources, technology, project management, community relations, community events, and general administrative support.

Staffing: 5 FT, 2 PT

Boards and Commissions: Board of Supervisors

2023 TOWNSHIP GOALS & SUPPORTING DEPARTMENT ACTIONS

Strengthening community resilience and connections

- *Proactive public outreach to better inform and engage the community*

Continue work to develop new and improved methods to inform residents and businesses about Township priorities and seek pertinent feedback from impacted constituents.

Tell the West Whiteland Township story to residents and stakeholders via:

- Annual State of the Township report
- Photography – capture Township activities, projects, residents and businesses
- Newsletters – printed (see below) and eNews
- Social media, website, park signs and kiosks for notices and alerts
- Township Building “gallery” to include educational exhibits (electronically and in-person) such as the development timeline to provide information and education, etc.
- Neighborhood “road shows” where Township officials present and discuss priorities and projects with HOAs, community groups, etc. (virtual, hybrid and in-person meetings)
- Community events such as Community Day in Exton Park and open houses (hybrid and in-person meetings)

Three Township newsletters to relay up-to-date information to residents, business owners, and visitors. (up to \$30,000 for the design, printing and mailing to all property owners)

Continue to build on efforts to encourage residents and businesses to opt into emergency and community notifications through the Township’s CodeRED phone/text/email service. (No additional cost; included in \$5,200 annual maintenance contract for CodeRED in contracted services.)

Continue collaborating with the Chester County Library and the Exton Chamber of Commerce to welcome new residents and businesses to West Whiteland Township and to inform them of the services offered. (Part of \$7,900 for additional mailings in communications 01.4010.3340.)

- *Events to add to the sense of community and quality of life*

Identify and organize community, informational and recreation events. The Parks, Rec & Events Coordinator will identify opportunities and organize events for the public.

Continue holding community engagement events, through small meetings or large-scale workshops, whether conducted virtually, indoors or outdoors at the site or neighborhood of interest, to gain robust public involvement to understand the needs, desires, concerns, and ideas of the community. (staff time)

ADMINISTRATION (Admin, HR, Public Information, Solid Waste, Technology)

Delivering reliable administrative services

- *Skilled staff with resources, technology, training and support to meet high standards*

Fill the new part-time position of Payroll/Benefits Administrator to have staff with the time and expertise to manage the Township's complicated payroll and administer benefit programs, answer questions about payroll and benefits, and alleviate heavy workloads for the Interim Township Manager, Executive Assistant, and Finance Director.

Build on staff communication training by reinforcing new understanding and habits for all participants and coaching for management-level staff; foster an environment where employees feel valued through role clarification and focusing on staff's strengths and abilities. (Up to \$7,000 for HR consulting in contracted services – 01.4010.3450)

Continue employee in-service events and organize a picnic to give back to the community of West Whiteland (Up to \$1,000 – 01.4010.3119)

Provide a positive organizational culture by regularly surveying our employees and looking for areas of opportunity. Consistently strive to improve the working environment to reduce turnover, boost employee engagement & camaraderie and increase overall performance. (staff time)

Continue to build the onboarding process to integrate new hires successfully into the organization making it easier for new employees to learn about the Township and its departments, vision, mission and values. (staff time and printed/electronic materials – up to \$1,000 – 01.4010.3340)

Complete conversion of paper to electronic files. (\$6,900 in 01.4010.3708)

- *Interdepartmental cooperation that relies on the regular exchange of information and results in readily working in conjunction with each other*

Reorganize staff workspaces on the ground floor (police area) and main floor (current permits and finance areas) to improve collaboration, customer service and workflow. Developing and documenting inter and intra-department procedures to increase the cross-departmental literacy of the staff.

- *Efficient processes to meet the needs of constituents and co-workers*

Automated the notification and workflow process for Right to Know requests to ensure timely and complete responses and streamline inter-departmental cooperation on shared requests.

2022 ACCOMPLISHMENTS

Public Information and Communication

1. Continued enhancements to the website to focus on Township initiatives) (Staff time, no additional direct cost; included in annual maintenance contract for the website.)

ADMINISTRATION (Admin, HR, Public Information, Solid Waste, Technology)

2. Increased subscribers to Township social media and e-communication platforms. (staff time)

Social Media	Subscribers/Followers	Increase/Decrease over 2021
Constant Contact eNews	Over 3,000	- 10 %
Next Door	6,360 37 neighborhoods	+ 10 %
Facebook	Over 3,000 page likes Over 3,700 followers	+ 10 % + 11 %
Instagram	New in August 2022	

3. Designed and published two newsletters for the residents and business owners focusing on Township services and initiatives.
4. Partnered with the new developments’ management companies, the waste hauler, and HOAs to educate, and inform new residents of the Township’s unique solid waste program (Pay-as-You-Throw). (staff time)
5. Completed the fall trash and recycling survey polling residents on how many trash bags they use, whether they wished to continue funding the existing program through the purchase of trash bags or to pay a flat annual fee and eliminate the purchase of WWT trash bags.
6. Collaborated with Friends of the Parks on the “Park Passport” to encourage the community to visit all 11 parks and to get outdoors this year. (volunteer, staff, and library staff time)

Human Resources (all costs are indirect through staff time, unless otherwise indicated)

1. Successfully partnered with the Police Officers’ Association and the Finance Director to negotiate a new Collective Bargaining Agreement for a 5-year period, 2023-2027.
2. Organized events and trainings to welcome all employees with the goals being to:
 - a. Reconnect and get comfortable working together;
 - b. Build a greater appreciation for what each person brings to the table;
 - c. Encourage collaboration with one another;
 - d. Bridge differences and build stronger work relationships and trust;
 - e. Gain commitment on agreed upon outcomes and results; and
 - f. Increase empathy and respect for one another.
3. Identified and improved communication needs among departments and staff in order to boost staff collaboration and teamwork resulting in increased productivity. Continued with the DISC assessment, conflict resolution, role clarification and emphasis on need for documenting standard operating procedures.
4. Continued the discussion and training for a more diverse and inclusive organization and to uproot systemic racism from the workplace by hosting educational seminars for staff on the history of slavery in Chester County.

ADMINISTRATION (Admin, HR, Public Information, Solid Waste, Technology)

5. In conjunction with the Interim Township Manager and Finance Director, revising and updating the staffing analysis to identify organizational needs.
6. Continued the random drug and alcohol testing procedure for uniformed employees and CDL Drivers within the Public Works Department as per federal law.
7. Planned, promoted, and implemented wellness initiatives for employees to improve their mental and physical health to keep injuries out of the workplace and to promote employee wellness via the Safety and Wellness committee. Completed and implemented the Accident and Illness Prevention Program as requested by the Pennsylvania Department of Labor and Industry. In turn, these initiatives can lower healthcare and worker's compensation costs, increase productivity, employee morale, and more. (staff time)
8. By year-end, successfully will have hired 9 full-time, and 1 part-time employee to maintain current staffing levels.
9. Conducted an assessment of the existing telephone system which will not be supported past 2021, conducted an RFP process for a new Voice Override IP Telephone system with failover which will be in place and operational by early October 2021.
10. Continued the conversion of paper to electronic files with an expected completion date of 12/31/2023.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
LEGISLATIVE/EXECUTIVE								
01-4010-3002	PENSION CONTRIBUTION	22,944.00	15,780.00	15,780.00	15,780.00	14,238.00	-9.8%	The employer contribution to the Non-Uniform Pension Plan is based on Minimum Municipal Obligation (MMO) calculation.
01-4010-3003	WORKERS' COMPENSATION	1,360.01	600.00	582.91	974.00	600.00		'23 Budget includes \$360 for Wisconsin WC Policy
01-4010-3110	SALARIES	274,224.80	455,000.00	280,747.72	259,542.00	440,000.00	-3.3%	'24 Budget: Positions include 4 FT- Manager, Ops Mgr., Sr. Ops Asst., Capital & Special Projects Manager & 1 PT Public Info. 4 full-time employees and 1 part-time employees (64% and the remaining 36% to fund 02)
01-4010-3111	SUPERVISORS SALARIES	12,375.00	13,322.00	12,375.00	13,322.00	13,322.00		\$4,125 per elected Supervisor (3); based on the Second Class Township Code.
01-4010-3119	INCENTIVE	16,902.04	10,000.00	2,748.13	10,000.00	10,000.00		Volunteer & Employee Recognition Programs: 24B Service awards \$1,400; Staff Recognition (i.e. \$25.00 gift card or lunch) \$1,000; Appreciation of Service (Holiday Ham or Turkey for Employees and Volunteers) \$3,500; Holiday Luncheon \$1,500; Picnic \$1,000; Flowers/Fruit Baskets \$1,500 (\$5K is budgeted in Sewer (02) for transfer to this line item)
01-4010-3153	LONG TERM DISABILITY	525.01	1,040.00	1,134.57	1,040.00	997.00	-4.1%	Long-term disability insurance for all full-time employees. New York Life is the carrier.
01-4010-3156	HEALTH INSURANCE	64,632.98	122,600.00	117,236.71	133,000.00	139,500.00	13.8%	Line item includes total healthcare premium costs for dept staff + board members + township contribution to employee HSA. Also includes Fed ACA fee for Patient-Centered Outcomes Research Trust Fund (PCORI) est. \$400 - approx. 160 participants.
01-4010-3158	LIFE INSURANCE	729.38	1,510.00	1,463.17	1,510.00	1,435.00	-5.0%	Premium Rate 1/1/21-1/1/24 = \$.36/\$1K of insurance
01-4010-3183	OVERTIME	234.97	500.00	1,794.93	2,000.00	1,500.00	200.0%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-4010-3210	OFFICE SUPPLIES	1,261.73	8,000.00	6,322.01	7,000.00	8,000.00		All office supplies across all departments for shared purposes will be booked here. Only department-specific supplies will be budgeted/booked to department line items.
01-4010-3245	SUPPLIES	429.16	500.00	270.65	250.00	500.00		Misc. HR supplies, employment posters, reference material.
01-4010-3314	SOLICITORS	141,335.70	120,000.00	90,132.81	110,000.00	100,000.00	-16.7%	Township Solicitor and Labor Counsel
01-4010-3340	COMMUNICATIONS	38,608.65	50,000.00	31,651.01	40,000.00	45,000.00	-10.0%	Newsletters (Design, Printing, Mail Prep and Postage); Mailing to approx. 9,500 which includes residents and businesses; Advertisement of Board and Commission meetings, ordinance notices for all departments except Planning, employment Ads, etc.; Misc.: General Postage, Meter Lease and Supplies; eNews, Social Media Boosts, Event Registration; Photography, Display supplies, Design work, etc.
01-4010-3341	ADVERTISING	.00	.00	.00	2,860.00	.00		Rolled advertising expenses into the communications line item 01-4010-3340
01-4010-3351	PROPERTY INSURANCE	1,982.54	2,000.00	1,900.69	1,901.00	4,284.00	114.2%	Includes allocated cost of Property, Auto & Inland Marine. Inland Marine insurance refers to property coverage for material, products or equipment that moves or is transportable, and/or is instrumental in transportation or communication such as roads or bridges.
01-4010-3352	LIABILITY INSURANCE	8,605.48	9,200.00	8,825.32	8,825.00	3,121.00	-66.1%	Coverage for General liability, Pubic Officials liability; Employment Practice liability; Law Enforcement liability and Umbrella liability.
01-4010-3361	UTILITIES	803.45	800.00	826.21	900.00	2,115.00	164.4%	VOIP Telephone System, telesystem copper lines, Verizon wireless phones, jet packs and tablets
01-4010-3380	EXPENSE-UNEMPLOYMENT	10,596.04	12,000.00	11,383.79	12,000.00	12,000.00		PA Unemployment Compensation Solvency Fee
01-4010-3420	DUES	5,253.39	5,660.00	6,208.03	5,660.00	5,800.00	2.5%	West Chester Area Council of Governments (WCACOG): \$500; Exton Chamber of Commerce: \$200; Chester County of Township

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
								Officials (CCATO): \$400; Pennsylvania State Association of Township Supervisors (PSATS): \$1100; Chester County Consortium of Managers: \$400; Society of Human Resources Management (SHRM): \$200; Pennsylvania Municipal League (PML)/ Public Employer Labor Relations Assn Services (PELRAS): \$500; Association of Pennsylvania Municipal Managers (APMM): \$400; International City Managers' Association (ICMA): \$1,000; Pennsylvania State Association of Boroughs (PSABS) Training Only: \$125; Subscriptions - Daily Local, and Philadelphia Inquirer: \$200; Pennsylvania Association of Notaries (PAN): \$450 (every 3 years), Phila Business Journal - \$135.
01-4010-3422	TRAINING/SEMINAR/SCHOOLS	11,084.39	9,000.00	11,739.74	11,000.00	25,000.00	177.8%	Township-wide trainings are booked here along with Admin/BOS specific training, Association of Pennsylvania Municipal Management (APMM) including Public Employer Labor Relations Advisory Service (PELRAS); Conference Society for Human Resource Management (SHRM); lunch and learns; HR Seminars and Certification Classes; Management Training; Chester County Association of Township Officials (CCATO) Fall & Spring Conferences.
01-4010-3424	MEETING EXPENSES	1,260.14	2,000.00	2,305.25	2,100.00	2,500.00	25.0%	Lunches and supplies for meetings; Special Township Events and Meetings.
01-4010-3450	CONTRACTED SERVICES	27,338.74	45,300.00	72,938.42	65,000.00	45,000.00	-0.7%	HR Services, including background checks and tests and management of short-term disability incidents; DocuSign, Neighborhood University website, reimbursed by WCACOG General Code (\$5,000 = 25% of all budgeted Fund 01 General Code expenses; Remaining 75% to Planning); CodeRed Community Notification System, HR consulting services/team development, Public relations consultant
01-4010-3531	TRANSFER TO TECHNOLOGY F	12,871.00	13,723.00	13,723.00	13,723.00	49,129.00	258.0%	Transfer for shared costs of Township-wide technology expenses, net of use of Fund 70

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
								reserves. See Technology Plan for details.
01-4010-3548	DONATION-CHESTER COUNTY	9,500.00	9,500.00	19,000.00	19,000.00	19,000.00	100.0%	Community Contributions to Chester County Library.
01-4010-3555	TRANSFER TO PUBLIC SERVIC	500,000.00	.00	1,900,000.00	.00	160,000.00		2024B -Transfer to Public Service to fund current and future stormwater projects
01-4010-3708	IT MAINTENANCE	7,412.00	5,500.00	5,500.00	5,500.00	5,600.00	1.8%	Department-specific technology costs are budgeted in a separate line item (under 3708) to accurately reflect the cost of the department's technology costs. Shared costs (such as the Twp's IT consultant) will continue to be allocated across the departments under 3531 above. See Technology Plan for details
Total LEGISLATIVE/EXECUTIVE:		1,172,270.60	913,535.00	2,616,590.07	742,887.00	1,108,641.00	21.4%	

Finance Department

Welcome To the Finance Department where EVERYBODY counts!

The Finance Department is responsible for supporting Township staff in all things related to Finance functions, including budgeting, financial planning and forecasting, cash management, monitoring of investments, accounting, procurement, audits and internal controls, debt service, pension administration, OPEB trust administration, and sewer and solid waste billing. West Whiteland taxes – property, earned income, and local services – are collected by a contracted vendor, monitored by the Finance Department and the Chester County Tax Collection Committee.

Staffing: 4 FT and 1 PT

Contractors: Audit Firm, Actuary Firm, Delinquent Accounts Collection Firm, Financial Advisory Firm, Pension/OPEB Advisory Firm, Tax Collection Firm

Boards: Board of Auditors (3 elected auditors)
Pension Advisory Board (5 volunteers, 2 employee non-voting reps)

2023 Township Goals and Department Support Actions

- *Interdepartmental cooperation that relies on the regular exchange of information and results in readily working in conjunction with each other*

Continue to look for opportunities to enhance in-house processes, to integrate with other Township software systems to maximize the effective use of technology, to simplify processes, and to assist and educate internal stakeholders on finance-related processes and matters.

- *Sound financial planning to keep costs manageable and services reliable*

- *Efficient processes to meet the needs of constituents and co-workers*

Develop a simple to use and effective SharePoint site for all Finance documents. (staff time)

- *Skilled staff with resources, training, and encouragement to meet high standards*

Continue staff training of financial software

Promote and encourage continued staff training and participation in professional organizations. (01-4050.3420 and 01-4050.3422)

- *Proactive public outreach to better inform and engage with the community*

Continue to educate property owners of the importance of local taxes (EIT & Real Estate) and how the funds are used within the Township. (Not a separate cost)

In coordination with the Interim Township Manager, the Capital & Special Projects Manager, and all departments develop a Capital Projects Policy. To

Finance Department

Welcome To the Finance Department where EVERYBODY counts!

2022 Finance Department Accomplishments

1. Continued to look for way to utilize the American Rescue Plan Act (ARPA) funds advise the Board, Township Manager, and Department Heads.
2. Assisted the revision of the Investment Policy specifically with the selection of Environmental, Social, and Governance (ESG) factors and the cost consider to the pension and OPEB investments.
3. Initiated implementation and evaluation of the new financial software, Caselle.
4. Along with support from the Interim Township Manager and all departments, refined the accounts payable electronic approval process and electronic storage of approved invoices.
5. Continue efforts to support departmental teamwork. All members of the Finance staff provide support and assistance to each other and, when able, to other departments.
6. Assisted the Interim Township Manager with the Collective Bargaining unit to achieve a signed agreement with the police union.
7. Continue to review paper files in the Finance office for recycling, storage, or conversion to a digital file.
8. Optimized current financial market by transferring matured township investments from an underperforming financial institution to a financial institution that offers better interest rates.
9. Investigated miscellaneous revenue streams leading to increased revenue and updated agreements.
10. Assisted with the implementation of the contract with Portnoff Law Associates in the collection of delinquent real estate taxes.
11. Assisted the Interim Township Manager & the Capital & Special Projects Manager in the development of a streamlined and well-organized projects plan and funding tool. The goal of the staff is to provide continued project status reporting throughout the year to the Board of Supervisors and all stake holders.
12. Continue to look for ways to modernize accounting functions yet maintain the stability of established financial internal controls.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
FINANCE								
01-4050-3002	PENSION CONTRIBUTION	19,827.00	14,649.00	14,649.00	14,649.00	11,782.00	-19.6%	
01-4050-3003	WORKER'S COMPENSATION	327.01	230.00	219.00	230.00	200.00	-13.0%	
01-4050-3110	SALARIES	245,327.87	252,100.00	230,935.56	222,703.00	234,585.00	-6.9%	4 full-time employees (64% and the remaining 36% to fund 02), 1 part-time employee.
01-4050-3153	LONG TERM DISABILITY	646.69	746.00	813.82	746.00	746.00		
01-4050-3156	HEALTH INSURANCE	48,800.00	53,000.00	53,226.39	52,500.00	62,700.00	18.3%	Line item includes total healthcare premium costs plus township contribution to employee HSA
01-4050-3158	LIFE INSURANCE	898.37	1,030.00	986.73	992.00	1,003.00	-2.6%	Term Life Insurance for 4 full-time employees at 1.5 times their salary or a max of \$100,000. Premium Rate 1/1/21-1/1/24 = \$.36/\$1K of insurance.
01-4050-3183	OVERTIME	1,655.95	1,500.00	1,886.01	1,500.00	1,500.00		
01-4050-3210	OFFICE SUPPLIES	1,349.08	.00	.00	.00	.00		22B: All shared office supplies will be expensed in line 01-4010.3210 (Admin dept). Only department-specific supplies will be budgeted/booked to department line items.
01-4050-3219	PRIOR YEAR TAX REFUNDS	22,530.48	25,000.00	1,463.47	25,000.00	5,000.00	-80.0%	As directed by Chester County Tax Assessment Office. Current year refunds deducted from revenue line item 01-3000-7001.
01-4050-3311	AUDITING SERVICES	15,500.00	15,500.00	18,500.00	19,000.00	33,670.00	117.2%	24B: Total \$34,500. \$17,700 GF, \$8,700 Sewer, \$1,700 NU Pension, \$1,700 PD Pension, \$1,400 OPEB, \$3,300 CMPS
01-4050-3340	COMMUNICATIONS	1,510.12	950.00	147.97	600.00	500.00	-47.4%	Advertising, Postage (including newsletter allocation).
01-4050-3351	PROPERTY INSURANCE	1,348.13	1,400.00	1,330.49	1,330.00	2,837.00	102.6%	Includes allocated cost of Property, Auto & Inland Marine.
01-4050-3352	LIABILITY INSURANCE	16,153.09	6,180.00	4,609.17	4,609.00	6,219.00	0.6%	Includes general liability plus premium on bonds for Treasurer, Tax Collector and allocated share of Public Officers (BOS) and Public Employees.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-4050-3361	UTILITIES	665.30	600.00	608.38	600.00	1,437.00	139.5%	VOIP Telephone Sytem and cost of eComm telephone software renewal.
01-4050-3420	DUES	565.00	900.00	531.00	600.00	700.00	-22.2%	GFOA Natl & State \$300; PA Purchasing Association \$20; NIGP \$190; Amazon Prime \$120; Charitable org registrtion \$20
01-4050-3422	TRAINING/SEMINAR/SCHOOLS	1,271.12	5,000.00	728.00	800.00	500.00	-90.0%	
01-4050-3424	MEETING EXPENSES	492.25	600.00	640.00	640.00	640.00	6.7%	Pension Advisory Board
01-4050-3450	CONTRACTED SERVICES	121,200.54	150,000.00	137,323.87	130,000.00	150,000.00		Commission for EIT collection, Real Estate Tax collection, and 457B plan administration. Chester County Tax Collection Committee contract with Keystone for LST and EIT through 2024.
01-4050-3531	TRANSFER TO TECHNOLOGY F	17,174.00	17,296.00	17,296.00	17,296.00	48,739.00	181.8%	Transfer for shared costs of Township-wide technology expenses, net of use of Fund 70 reserves. See Technology Plan for details.
01-4050-3708	IT MAINTENANCE	27,536.71	43,200.00	41,060.00	43,200.00	36,200.00	-16.2%	Beginning in 2021, department-specific technology costs are budgeted in a separate line item (under 3708) to accurately reflect the cost of the department's technology costs. Shared costs (such as the Twp's IT consultant) will continue to be allocated across the departments under 3531 above. See Technology Plan for details
01-4050-3807	INVESTMENT & BANK EXPENS	13,272.45	15,000.00	17,104.94	25,000.00	30,000.00	100.0%	Includes monthly bank, investment and credit card fees.
Total FINANCE:		558,051.16	604,881.00	544,059.80	561,995.00	628,958.00	4.0%	

POLICE (Admin, Patrol, Criminal Investigative Unit and Traffic)

The West Whiteland Township Police Department is a full-time state accredited police agency that provides professional police services to all residents, business owners and those visiting the area. Our goal is to maintain a safe environment for everyone to live, work, shop and enjoy all West Whiteland Township has to offer. We also strive to reduce crime and the fear of crime through intelligence led policing methods, thorough investigations and informing the community on current crime trends that may affect them. The use of the Crimewatch website and mobile device app make accessing the most up to date police data available to all our residents at any time.

Traffic control through education and enforcement is also a primary focus for our department. Helping to provide safe streets for people to travel by car, bike or foot is very important and something we are concerned about daily. Reducing injury producing crashes and property damage is our goal so that people will feel safe and confident when travelling through West Whiteland Township. Responding to citizen concerns is vital to creating community partnerships that encourage problem solving and increase traffic safety.

In addition, the West Whiteland Police Department is committed to serving and helping all those who are dealing with addictions, mental health issues, quality of life concerns and any other problem that is brought to our attention. We have developed relationships and liaisons with many social agencies in the area and we stand ready to assist in any way we can.

Staffing: 29 full time sworn officers and two civilian personnel are authorized. Three officers are assigned as command staff, nineteen are assigned to the Patrol Division, three are assigned to the Traffic Safety Unit and four are assigned to the Criminal Investigations Division. We are currently at full staffing which helps reduce overtime costs, provides a quicker police response to calls for service and allows for more productive patrols to reduce crime, increase community policing, and increase traffic enforcement efforts.

2023 TOWNSHIP GOALS & SUPPORTING DEPARTMENT ACTIONS

- *Professional policing to support a safe community.*

Follow the philosophy of 21st Century Policing to maintain a professional modern police department connecting with residents to form partnerships and a safe community. This is a modern-day approach to better policing developed under the Obama administration that has been widely accepted by law enforcement and the communities we serve.

Professional growth for each member of the Police Department through training and education. It is extremely important to provide excellence in policing at every level. Every member represents the Township and the Department at each interaction with the public. We must all be trained at a high level to properly provide the needed services with professionalism and pride. Maintaining a sense of pride and ownership of every position within in the agency creates a confident caring employee who wants to do their best to assist those in need. Preparing future leaders in the police department through education and training is also very important for proper succession planning.

The continued support of the Board of Supervisors to provide funding for training, education and needed resources is critical for the police department to fulfill its mission of providing quality police services to our residents.

As part of the township's Clean Energy Plan, the police department is committed to the reduction of fuel usage by utilizing hybrid vehicles for police patrol use. We currently have six Hybrid Ford Explorer Interceptor vehicles for use in the department's patrol division and Criminal Investigations Unit. The recent unavailability of hybrid police vehicles has been frustrating and has delayed adding new hybrid vehicles to the fleet. There has been a noticeable reduction in fuel usage with the addition of the hybrid vehicles and we will continue with this program when normal auto production resumes hopefully in 2023.

The police department has started to resume and increase community policing programs and activities that will allow us to re-connect with the public and continue to build upon existing relationships and build new ones. Officers are able to conduct home and business security assessments, educational forums, "Coffee With a Cop" programs, vacation checks, station tours for Scouting programs and much more. We welcome any opportunity to educate constituents about safety tips and available resources. Our Child Safety Seat program has been very popular as we have five Child Safety Seat technicians ready to assist residents in keeping their children safe.

The Criminal Investigations Division has been tasked with incorporating new strategies and fine-tuning current strategies to reduce the occurrence of retail thefts in the township. Our goal is to create a multi-prong approach to combat large scale organized retail thefts from occurring and make arrests with those that do take place.

The Traffic Safety Unit has been tasked with analyzing motor vehicle crash data to determine high crash areas and the causes of those crashes. Enforcement, education, and engineering solutions will then be developed in an attempt to reduce those crashes.

- *State Accreditation ensuring compliance with laws, regulations, and grant requirements*
Maintaining PLEAC (Pennsylvania Law Enforcement Accreditation Commission) accreditation through the Pennsylvania Chiefs of Police Association. The West Whiteland Police Department successfully passed its first re-assessment in October 2021. The assessment went very well and the PLEAC commission voted for the re-accreditation of this agency. Identifying documentation to show our compliance with current PLEAC standards is a time consuming but important task. PLEAC standards are updated annually to make sure accredited agencies are following the best practices and legal requirements.
- *Streamlined administrative, operating, and financial process*
Continued use of the various software programs that allow officers to access the department's records management system (Cody), TraCS, JNET, Power DMS, Guardian Tracking, PowerTime Scheduling, Plate Logic and MCSAP programs from their police vehicles. This will enhance productivity by allowing officers to complete many of their reports while they remain on patrol and visible in the community.

2022 ACCOMPLISHMENTS

- Maintaining annual proofs of compliance required for the accreditation process and updating and revising policy and procedure to stay current with PLEAC Standards. There were 47 changes made to the PLEAC standards this year.
- The full integration of Automated License Plate Reader Technology (ALPR) into daily police work helping us to better investigate and solve crimes. There have been several successful investigations due to this technology being available to officers. ALPR technology is the future of policing with solving and preventing crime.
- Initiated a School Liaison Officer program designed to build trust and connections between police officers and school students, teachers, and staff.
- Traffic Safety Officer Pat Gardner completed the Drug Recognition Expert Training making him one of only six officers in Chester County to hold this certification.
- Detective Buchmann, Officer Mullin and Officer Lemmon completed the Penn State Police Supervisory In-service Training class held here in West Whiteland Township.
- West Whiteland Police have initiated a Chester County Accreditation Group (CCAG) to help Chester County Police Departments work together to promote and sustain best law enforcement practices within the County.
- West Whiteland Police has initiated a “Chief’s Roundtable” program in Chester County to offer a forum for Police Chiefs to meet and discuss issues in policing to better serve their respective agencies.
- Creation of a Special Services Sergeant position to oversee the Traffic Safety Unit and Community Policing events. This position has been filled by Sergeant Tom Evans after a competitive process to select the best qualified sergeant.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
POLICE DEPARTMENT								
01-4100-3002	PENSION CONTRIBUTION	785,706.00	463,832.00	472,000.00	472,000.00	510,959.00	10.2%	
01-4100-3003	WORKERS' COMPENSATION	148,734.21	106,500.00	106,443.13	104,116.00	115,000.00	8.0%	Includes Worker's Comp and Heart and Lung Act insurance.
01-4100-3110	SALARIES	3,765,402.50	4,219,000.00	4,018,945.95	3,957,000.00	4,320,231.00	2.4%	24B: 26 Officers, 3 Command Staff, and 2 FT Non Uniformed employees
01-4100-3153	LONG TERM DISABILITY	8,505.20	9,980.00	10,887.28	9,600.00	10,028.00	0.5%	
01-4100-3156	HEALTH INSURANCE	640,065.00	874,000.00	726,498.05	874,000.00	947,100.00	8.4%	Line item includes total healthcare premium costs, township contribution to employee HSA (officers enrolled in High deductible health plan), HRA employee reimbursements (officer enrolled in traditional PPO), and is reduced by employees' contribution to coverage. Officers hired after 2006 pay 5% and officers hired before 2006 pay 1% of the annual health insurance premium to the Township.
01-4100-3158	LIFE INSURANCE	11,478.97	13,200.00	12,645.34	13,000.00	13,262.00	0.5%	
01-4100-3183	OVERTIME	165,902.94	165,000.00	181,074.88	170,000.00	175,000.00	6.1%	The majority of the overtime goes towards maintaining minimum patrol staffing and manated training.
01-4100-3185	REIMBURSABLE OVERTIME	3,824.83	10,000.00	58,984.32	59,000.00	10,000.00		
01-4100-3191	UNIFORM MAINTENANCE	8,552.25	11,400.00	11,405.55	11,219.00	13,000.00	14.0%	
01-4100-3192	PHYSICAL EXAMINATIONS	70.00	1,200.00	2,256.50	1,355.00	1,500.00	25.0%	
01-4100-3196	NEW HIRE EXPENSES	13,245.96	17,000.00	11,963.18	13,000.00	17,000.00		
01-4100-3210	OFFICE SUPPLIES	4,505.46	.00	35.42	.00	.00		
01-4100-3213	EQUIPMENT	30,666.63	45,000.00	44,011.31	45,000.00	48,600.00	8.0%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-4100-3216	WEST CHESTER AREA ERT	13,829.43	15,000.00	14,799.36	15,000.00	15,000.00		
01-4100-3231	GASOLINE	56,133.53	57,000.00	68,154.24	76,500.00	86,000.00	50.9%	24B: Assume 25,000 gallons @ \$3.20/gallon; Township is exempt from State & Federal taxes.
01-4100-3238	UNIFORMS	9,525.84	14,500.00	12,240.69	14,500.00	17,400.00	20.0%	
01-4100-3242	OTHER OPERATING SUPPLIES	2,648.19	.00	.00	.00	.00		22B: Moved 01-4100-3213 E1 and 01-4100-3242.OS1 into 01-4100.3213.
01-4100-3245	SUPPLIES	27,036.58	11,000.00	11,979.47	11,000.00	11,470.00	4.3%	
01-4100-3314	SOLICITORS	52,495.95	75,000.00	.00	.00	10,000.00	-86.7%	Township Solicitor and Labor Counsel
01-4100-3340	COMMUNICATIONS	959.95	900.00	207.13	200.00	200.00	-77.8%	
01-4100-3351	PROPERTY INSURANCE	25,411.77	27,000.00	25,659.51	25,660.00	35,338.00	30.9%	Includes allocated cost of Property, Auto, & Inland Marine.
01-4100-3352	LIABILITY INSURANCE	38,124.36	41,000.00	40,358.82	40,359.00	55,421.00	35.2%	Includes premium for Police Professional Liability
01-4100-3361	UTILITIES	13,912.74	14,000.00	13,232.25	14,127.00	14,300.00	2.1%	Telephones
01-4100-3374	EQUIPMENT REPAIRS	4,469.20	7,000.00	5,793.61	6,000.00	7,000.00		
01-4100-3420	DUES	1,310.00	2,000.00	2,865.00	2,465.00	3,500.00	75.0%	
01-4100-3422	TRAINING/SEMINAR/SCHOOLS	16,705.59	27,100.00	22,957.63	20,000.00	34,900.00	28.8%	Officer training and related expenses.
01-4100-3450	CONTRACTED SERVICES	23,719.76	54,000.00	51,318.60	54,000.00	58,300.00	8.0%	Includes constable prisoner transport, Law Enforcement Accreditation Services (LEAS), SPCA Contract, etc
01-4100-3453	EQUIPMENT MAINTENANCE	1,245.00	2,500.00	1,383.00	1,500.00	1,900.00	-24.0%	Includes car washes and annual car detail + special vehicle cleaning when needed.
01-4100-3490	FLEET ALLOCATION	46,107.00	46,107.00	46,107.00	46,107.00	49,230.00	6.8%	Allocation of Fleet expenses to each Department. No direct expenses are booked in this line item. Allocation % is based on insured vehicle value. Police = 40%

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-4100-3531	TRANSFER TO TECHNOLOGY F	104,430.00	107,482.00	107,482.00	107,482.00	303,266.00	182.2%	Transfer for shared costs of Township-wide technology expenses, net of use of Fund 70 reserves. See Technology Plan for details.
01-4100-3552	TRANSFER TO EQUIPMENT RE	124,494.00	124,494.00	124,494.00	124,494.00	130,200.00	4.6%	62% of the cost of Fund 50 purchases of 2021-2030.
01-4100-3708	IT MAINTENANCE	61,969.05	76,440.00	38,464.20	76,440.00	105,450.00	38.0%	Department-specific technology costs are budgeted in a separate line item (under 3708) to accurately reflect the cost of the department's technology costs. Shared costs (such as the Twp's IT consultant) will continue to be allocated across the departments under 3531 above. See Technology Plan for details
Total POLICE DEPARTMENT:		6,211,187.89	6,638,635.00	6,244,647.42	6,365,124.00	7,120,555.00	7.3%	

FIRE AND EMS

The Township is responsible for ensuring that fire and emergency medical services are provided in West Whiteland. The West Whiteland Fire Company provides fire protection. Uwchlan Ambulance Corps (UAC) provides EMS services in the northern 2/3 of the township, where approximately 80% of ambulance calls originate; Good Fellowship Ambulance Club (GFAC) provides EMS services in the southern 1/3 and responds to approximately 20% of WWT ambulance calls. EMS services consists of both Basic Life Support (EMTs) and Advance Life Support (paramedics).

2022/2023 Highlights

- Similar to the Township Departments, West Whiteland Fire Company, Uwchlan and Good Fellowship Ambulance Corps are faced with increased fuel and maintenance costs.
- Uwchlan and Good Fellowship Ambulance Corps expenses have increased due to insurances and an increase in wages need to attract and retain paramedics. She added that the Corp is using equipment beyond its expected life but will need a new ambulance next year at a cost of \$286,000 plus \$75,000 for outfitting the vehicle. An increase in fleet is needed because so many vehicles are in the shop much of the time. The Corp will need to finance, or fund raise to make up the deficit.
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- Mr. Bossert and Mr. Brogan echoed the same concerns and issues for Good Fellowship Ambulance, which services a smaller portion (15%) of the Township. Expenses are up for fuel, supplies, medicine, and payroll, and the deficit gap grows every year. Good Fellowship is using a 3-year contract for funding and services for all Townships it serves. According to the funding formula used, the request from West Whiteland is \$21,761.
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- There was general discussion about the need for legislators to change the procedures for Medicare, Medicaid, and private insurance for ambulance services. Ms. Whiteman pointed out the cost of being in a state of readiness. Even if no calls are received, the ambulance companies must remain in a state of readiness at all times.
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Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
FIRE DEPARTMENT								
01-4110-3003	WORKERS' COMPENSATION	28,807.51	25,301.00	25,671.00	24,177.00	26,000.00	2.8%	
01-4110-3149	VOLUNTEER FIRE	1,183.24	2,600.00	1,399.45	1,661.00	2,000.00	-23.1%	Stipends to WWT employees for volunteer for WWFC and respond to calls during the day. Includes FICA.
01-4110-3231	GASOLINE	779.03	.00	109.74-	.00	.00		22B: Contra-expense line. WWFC uses WWT gas cards and is billed for the costs. This line represents the billed cost of fuel *and* the amount reimbursed by the Fire Company. By year-end, the line item should be zero as payments from WWFC credit against the billed amount.
01-4110-3351	PROPERTY INSURANCE	7,850.85	8,200.00	12,538.79	12,539.00	12,076.00	47.3%	
01-4110-3352	LIABILITY INSURANCE	7,802.66	8,300.00	7,737.51	7,738.00	6,871.00	-17.2%	
01-4110-3361	UTILITIES	338.52	400.00	429.75	579.00	520.00	30.0%	
01-4110-3501	TWP CONTRIBUTION TO FIRE	122,000.00	179,500.00	179,500.00	179,500.00	140,000.00	-22.0%	23B: Twp contribution for West Whiteland Fire Company (WWFC) operations.
01-4110-3541	DONATION-UWCHLAN AMBULA	19,000.00	44,000.00	44,000.00	44,000.00	90,000.00	104.5%	23B: With new twp coverage boundaries, there's an increase in WWT calls. (\$45K for 2023 + \$45K from ARPA funds)
01-4110-3543	DONATION-GOOD FELLOWSHI	9,000.00	18,000.00	18,000.00	18,000.00	20,000.00	11.1%	23B: \$10K for 2023 + \$10K from ARPA funds
01-4110-3550	TRANSFER TO WWFC EQUIP R	160,000.00	150,000.00	150,000.00	150,000.00	150,000.00		Annual Twp funding for WWFC vehicles (See Fund 55).
01-4110-3905	FIRE RELIEF - ACT 205	149,941.91	149,000.00	188,689.89	188,690.00	149,000.00		22B: Based on 2021 actuals. State pass-through funding to fire company relief fund - sourced from the 2% Foreign Fire Tax (2% of fire insurance premiums sold in PA by insurers outside of PA). 100% offset by revenue.
Total FIRE DEPARTMENT:		506,703.72	585,301.00	627,856.65	626,884.00	596,467.00	1.9%	

CODES / PERMITS / INSPECTIONS

The Codes Administration Department is responsible for the administration of the Township's building construction regulations, including zoning reviews, and use and occupancy permits; fire prevention inspections of commercial and residential rental properties; emergency management coordination; and enforcement of other non-police codes.

Staffing: 4 FT Budgeted; Currently 2 FT plus Codes Consultant

Boards: WCACOG Joint Building Code Appeals Board (5 members, 1 alternate – 1 rep from WWT)

2023 TOWNSHIP GOALS & SUPPORTING DEPARTMENT ACTIONS

Maintaining state of readiness for public safety

- *Consistently enforced codes to ensure buildings are constructed safely and maintained properly*

Develop and implement a Rental Inspection Program, focusing on multi-dwelling units and independently owned rentals with inspections outlined on a cycled schedule. (Staff time.)

Revise the Township Rental Property Ordinance to ensure the safety of non-owner-occupied dwellings more efficiently and effectively. (Staff time and administrative costs for the ordinance amendment included in the Admin Department's contracted services.)

Develop and implement a Life Safety Inspection Program, focusing on businesses for fire, safety, and ADA compliance inspections. This will include building a training and education service that will be offered to all businesses and promoted through a mailer and digital outlets.

Continue use of third-party building inspectors and code enforcement due to the high volume of construction, indirectly offset by permit revenue. Third-party electrical plan reviews and inspections also expected to remain high and are directly offset 100% by fees for electrical permits.

For larger construction projects with infrastructure to be dedicated to the Township, and as needed to supplement staff due to the high volume of construction, continue to utilize the Township's 3rd party civil engineering firm (SSM) for site inspections. (Reimbursable cost by applicants, no costs in the budget.)

Consider the adoption of the International Property Maintenance Code (IPMC), a model that regulates the minimum maintenance requirements for existing buildings, along with its amendments. The IPMC is a maintenance document intended to establish minimum maintenance standards for basic equipment, light, ventilation, heating, sanitation, and fire safety. Responsibility is fixed among owners, operators, and occupants for code compliance. The IPMC provides for the regulation and safe use of existing structures in the interest of the social and economic welfare of the community.

- *Coordinated emergency planning and training*

CODES / PERMITS / INSPECTIONS

Update the Township's Emergency Operations Plan and organize staff training. (Staff time from multiple departments, with Codes staff coordinating the effort; no direct costs in the budget.)

Delivering reliable administrative services

- *Skilled staff, with resources, training and encouragement to meet high standards*

Recruit, train, and develop new inspector to fill the vacancy and complete the team. Plan for and complete training for required continued education units to maintain PA Dept of Labor and Industry certifications for building inspectors and obtain additional L&I certifications for inspectors to enhance department capacities.

Train administrative staff to conduct zoning reviews and inspections to improve efficiency. (Staff time, no direct costs in the budget.)

- *Efficient processes to meet the needs of constituents and co-workers*

Continue to refine the permitting GIS and database to increase efficiency; provide further service features to allow for additional electronic permit submissions, online payments, improved reporting and electronic document storage.

2022 CODES ACCOMPLISHMENTS

1. ARRO Consulting, Inc. replaced the prior consultant to supplement operations for plan reviews, administering permits, inspections, and enforcement issues due to the large volume of construction activity.
2. The Township's 3rd party civil engineering firm, SSM, conducted site inspections for larger construction projects, as needed to supplement staff due to the high volume of construction. (Reimbursable cost by applicants, no costs in the budget.)
3. Continued to conduct evaluations of all department processes to streamline related activities, including developing individual permit instruction checklists, updating permit applications, developing Traisr software to support document management requirements and invoice tracking system to ensure payment of open fees.
4. The online permitting/payment process will go live by year-end in coordination with an updated roll out on the department's page on the Township's website. This will include adding fillable forms, evaluating fees and inspection procedures, and providing clearer guidance to residents applying for permitting and inspections services.
5. Established a multi-department process for weekly review of permit applications, resolution of current enforcement issues, and discussion of future construction projects.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
CODE ADMINISTRATION								
01-4130-3002	PENSION CONTRIBUTION	23,752.00	11,091.00	11,091.00	11,091.00	18,657.00	68.2%	
01-4130-3003	WORKERS' COMPENSATION	9,833.17	5,900.00	5,848.84	5,000.00	2,590.00	-56.1%	Worker's Compensation Insurance, including for Fire Marshal.
01-4130-3110	SALARIES	238,607.41	340,000.00	242,373.68	268,434.00	341,105.00	0.3%	(4) FT Staff
01-4130-3153	LONG TERM DISABILITY	974.60	1,180.00	1,287.21	1,120.00	1,166.00	-1.2%	
01-4130-3156	HEALTH INSURANCE	78,311.96	72,600.00	70,259.89	70,000.00	83,400.00	14.9%	Line item includes total healthcare premium costs plus township contribution to employee HSA
01-4130-3158	LIFE INSURANCE	1,358.24	1,640.00	1,571.08	1,496.00	1,609.00	-1.9%	Term life insurance for 4 full-time employees at 1.5 times their salary or a max amount of \$100,000. Premium Rate 1/1/21-1/1/24 = \$.36/\$1K of insurance.
01-4130-3183	OVERTIME	1,240.77	1,000.00	2,050.97	3,456.00	4,000.00	300.0%	
01-4130-3201	ELECTRICAL INSPECT-3RD PAR	123,383.96	132,000.00	98,814.00	115,000.00	120,000.00	-9.1%	3rd party electrical inspector for inspection and plan review, offset by revenue
01-4130-3210	OFFICE SUPPLIES	1,239.80	.00	.00	.00	.00		All shared office supplies will be expensed in line 01-4010-3210 (Admin Dept.); Only department specific supplies will be budgeted/booked to department line items.
01-4130-3231	GASOLINE	447.65	2,300.00	755.00	800.00	2,000.00	-13.0%	
01-4130-3245	GENERAL SUPPLIES	4,817.12	8,450.00	7,435.30	8,450.00	3,500.00	-58.6%	Reference code books, NFPA online, equipment, apparel, tools, printing, UCC online.
01-4130-3314	SOLICITORS	.00	5,000.00	.00	.00	.00	-100.0%	
01-4130-3340	COMMUNICATIONS	442.01	4,500.00	125.34	132.00	145.00	-96.8%	
01-4130-3351	PROPERTY INSURANCE	2,696.25	2,800.00	2,660.99	2,661.00	4,536.00	62.0%	Includes allocated cost of Property, Auto and Inland Marine.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-4130-3352	LIABILITY INSURANCE	3,185.95	3,400.00	3,169.58	3,170.00	3,245.00	-4.6%	
01-4130-3361	UTILITIES	1,038.78	1,350.00	1,301.47	2,506.00	3,260.00	141.5%	
01-4130-3366	HYDRANT EXPENSES	114,872.06	130,000.00	143,043.88	128,000.00	130,000.00		Cost of Aqua service for all hydrants within the Township
01-4130-3385	EDUCATION-TRAINING FEE	4,455.00	6,100.00	4,038.50	6,000.00	6,100.00		Pass through fee paid to Department of Labor & Industrial (\$4.50 per construction permit issued).
01-4130-3420	DUES	145.00	250.00	85.00	100.00	200.00	-20.0%	ICC & PENNBOC, other professional organization. \$200 Blue Beam Subscription
01-4130-3422	TRAINING/SEMINAR/SCHOOLS	1,012.12	4,000.00	384.00	500.00	2,000.00	-50.0%	Certification renewal and exams, continuing education classes, training for new staff.
01-4130-3450	CONTRACTED SERVICES	150,295.72	132,000.00	88,715.58	80,000.00	125,000.00	-5.3%	3rd-party building inspectors for building permits to supplement staff due to turnover and large volume of development.
01-4130-3490	FLEET ALLOCATION	3,074.00	3,074.00	3,074.00	3,074.00	3,282.00	6.8%	Allocation of Fleet expenses to each Department. No direct expenses should be booked in this line item. Actuals will equal the budgeted amount exactly. Allocation % is based on insured vehicle value. Codes = 2%.
01-4130-3531	TRANSFER TO TECHNOLOGY F	14,404.00	14,825.00	14,825.00	14,825.00	41,788.00	181.9%	Transfer for shared costs of Township-wide technology expenses, net of use of Fund 70 reserves. See Technology Plan for details.
01-4130-3552	TRANSFER TO EQUIPMENT RE	8,133.00	8,133.00	8,133.00	8,133.00	8,400.00	3.3%	4% of the cost of Fund 50 purchases of 2021-2030.
01-4130-3708	IT MAINTENANCE	18,102.50	14,500.00	10,545.00	14,500.00	14,200.00	-2.1%	Department-specific technology costs are budgeted in a separate line item (under 3708) to accurately reflect the cost of the department's technology costs. Shared costs (such as the Twp's IT consultant) will continue to be allocated across the departments under 3531 above. See Technology Plan for details

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-4130-3807	Bank Fees	.00	.00	.00	.00	7,000.00		Added Actual in 2023 to account for Credit Card fees
Total CODE ADMINISTRATION:		805,823.07	906,093.00	721,588.31	748,448.00	927,183.00	2.3%	

PLANNING AND ZONING

The Planning & Zoning Department is responsible for administering and enforcing our development regulations, including supervision of the land development review and approval process; interpreting the Zoning Ordinance and preparing official Notices of Violation; and providing staff and professional support for the Historical Commission, Planning Commission, and Zoning Hearing Board.

Staffing: 2 FT / 1 PT

Boards and Commissions: Historical Commission (7 volunteers)
 Planning Commission (7 volunteers)
 Zoning Hearing Board (3 volunteers)

2023 TOWNSHIP GOALS & SUPPORTING DEPARTMENT ACTIONS

Strengthening community resilience and connections while fostering a sense of place around Exton Crossroads

- *Proactive public outreach to better inform and engage with the community*

Continue promotion of the “Development by Design” brand on the Township website as means of keeping residents and other interested parties informed about developments that are under construction or under review, planning initiatives, and policies affecting housing, economic development, and historic and natural features preservation.

Re-establish in-person “community conversation” sessions to talk about development and how the Township is responding to public concerns on a variety of topics. We will contact larger HOA’s, community groups, and business associations to meet with them at their convenience and discuss issues of particular concern to them.

Use new development visualization software (ArcGIS Urban) to help residents understand and evaluate the impact of proposed developments and development regulations.

- *Transportation planning and projects to manage congested corridors and to expand bike, pedestrian, and transit connections*

Continue implementation of the 2019 Bicycle & Pedestrian Plan through co-operative efforts with developers and other agencies, focusing on the Chester Valley Trail Extension (part of the Ship Road Couplet project) and the Town Center area.

Continue coordination with PennDOT and developers to begin constructing the Ship Road Couplet.

Continue coordination with DVRPC, PennDOT, and SEPTA to implement the Pottstown Pike Congestion Mitigation Study (construction of additional northbound lane).

- *Historic preservation to deepen community identity*

Amend Article XVI of the Zoning Ordinance to assure compatibility with the update to the “History of West Whiteland” completed in 2022.

Continue to promote the adaptive re-use of historic structures through the Zoning Ordinance and other regulations as may be appropriate.

PLANNING AND ZONING

Continue to recognize individuals and agencies who are preserving, maintaining, and adaptively re-using historic structures.

- *Work towards the goal of 100% renewable energy by 2050.*

Work with Sustainability Coordinator to develop regulations and ordinance language supporting renewable energy and reducing reliance on fossil fuels.

- *Continue using “Development by Design” to guide (re)development generally to existing commercial corridors with related transportation, open space, and historic preservation improvements.*

Continue using “Development by Design” to keep residents and businesses informed (see above).

- *Projects and coordination to implement the vision for Exton Crossroads’ evolving look and feel.*

Develop wayfinding signage strategy for the Town Center area as recommended by the ULI study, subject to receipt of funding from the Vision Partnership Program of the Chester County Planning Commission.

Continue seeking public input by multiple means to identify and prioritize concerns.

- *Zoning to guide vibrant mixed-use, bike/ped-friendly redevelopment around Exton Crossroads while preserving the family-friendly character of existing surrounding neighborhoods.*

Preserve and promote working relationships with the principal land owners and stakeholders in the Crossroads area to facilitate the creation of regulations that promote our vision while remaining supportive of the stakeholders’ interests.

Work with the Planning Commission on review of various zoning and subdivision design standards, with goal of amending such standards where suitable.

Delivering reliable administrative services

- *Skilled staff with resources, training, and support to meet high standards.*

Take advantage of professional development opportunities, including support for continuing education required of professional staff to maintain credentials.

2022 ACCOMPLISHMENTS

1. 2022 was a year of changes for the department, with Township Planner Justin Smiley being promoted out of the department and into the new position of Manager of Capital Improvements and Special Projects. Caroline O’Connor joined the department as Assistant Township Planner, and we share Michelle Jones with the Public Works Department to assist with administrative tasks.
2. In 2021, we spent considerable time creating the “Development by Design” brand – or “DxD” – as a means of public outreach and education about planning issues and processes. We’ve been pleased to hear residents referring to DxD in conversation with Staff. In 2022, we continued to use DxD to promote planning:
 - a. Convened a “community conversation” breakfast meeting in February in cooperation with the Exton Regional Chamber of Commerce with the local business community to discuss prioritization of efforts to implement the 2020 ULI study of the Exton Crossroads.

PLANNING AND ZONING

- b. Continued to use the Township website to keep the public informed about development projects under review and under construction.
 - c. Applied to Chester County Planning Commission for a Vision Partnership Program grant to develop a wayfinding strategy as recommended in the ULI study.
3. Completed amendment to update the future land use element of the Township Comprehensive Plan, adopted by the Board in March 2022.
4. Worked with faculty and students at West Chester University in a spring semester studio to develop designs for three locations in the Town Center area using GIS development visualization software. Results presented to Township Planning Commission in May 2022.
5. Completed comprehensive update to the “History of West Whiteland” with our consultant, Commonwealth Heritage Group. The project included a reassessment of historic resources, which is the basis for applying the historic preservation provisions of the Zoning Ordinance. This project was funded in part by a \$27,500 grant from the Chester County Vision Partnership Program and the use of \$19,000 from a bequest to the Historical Commission.
6. Coordinated with developers, PennDOT, and other Township departments in finalizing plans for the Ship Road Couplet, an improvement first proposed in the Transportation Capital Improvement Plan of 2015.
7. Coordinated with the Board of Supervisors, PennDOT, DVRPC, the Chester County Planning Commission, and other Township personnel in getting a new northbound lane for Pottstown Pike (PA Route 100) on the PennDOT Transportation Improvement Program (TIP). This improvement was first proposed in the PA Route 100 Congestion Mitigation Study of 2018.
8. Justin Smiley and John Weller maintained their planning skills and professional certification (AICP) by attending various training opportunities, both virtually and in person. Justin and John also presented our Development by Design strategy of public outreach and education at a webinar on August 3 sponsored by the Pennsylvania chapter of the American Planning Association (APAPA); they also presented an in-person session about suburban centers at the APAPA annual conference in Lancaster on October 4.
9. Provided administrative support to the Historical Commission, Planning Commission, and Zoning Hearing Board.
10. Administered the review and approval process for subdivisions, land development plans, and conditional use applications. Conditional use approval was granted for several significant projects, but only one small land development plan received final approval this year.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
PLANNING & ZONING								
01-4140-3002	PENSION CONTRIBUTION	18,817.00	12,572.00	12,572.00	12,572.00	22,756.00	81.0%	
01-4140-3003	WORKERS' COMPENSATION	230.06	200.00	180.36	232.00	260.00	30.0%	
01-4140-3110	SALARIES	192,815.75	356,000.00	319,426.23	310,282.00	361,531.00	1.6%	2024B (2) FT Positions
01-4140-3125	ZONING HEARING BOARD SAL	229.00	300.00	230.00	300.00	210.00	-30.0%	Each of the 3 members of the Zoning Hearing Board receives \$10 per hearing, paid as a lump sum at the end of the year. ~2024
01-4140-3153	LONG TERM DISABILITY	513.81	1,080.00	1,178.16	900.00	875.00	-19.0%	
01-4140-3156	HEALTH INSURANCE	36,000.00	61,600.00	57,455.38	56,611.00	57,100.00	-7.3%	Line item includes total healthcare premium costs plus township contribution to employee HSA
01-4140-3158	LIFE INSURANCE	794.97	1,500.00	1,436.95	1,200.00	1,282.00	-14.5%	Term life insurance for 4 full-time positions at 1.5 times their salary or a max amount of \$100K; Premium rate 1/1/21-1/1/24 = \$.36/\$1K of insurance.
01-4140-3183	OVERTIME	1,889.77	3,000.00	2,841.72	3,000.00	115.00	-96.2%	
01-4140-3210	OFFICE SUPPLIES	693.13	.00	.00	.00	.00		All shared office supplies will be expenses in line 01-4010-3210 (Admin dept); Only department specific supplies will be budgeted/booked to department line items.
01-4140-3245	SUPPLIES	1,920.00	3,000.00	.00	.00	2,000.00	-33.3%	In addition to miscellaneous office supplies not covered elsewhere, includes meeting expenses, artefact preservation (for Historical Commission), and plaques/awards (specifically including the Historical Commission's annual awards).
01-4140-3314	SOLICITORS	89,250.99	60,000.00	23,327.96	20,000.00	30,000.00	-50.0%	Zoning Hearing Board solicitor & Township Solicitor for ordinance amendments and development issues. ~2024 Includes fees for Zoning Hearing Board solicitor as well as Township Solicitor fees that are not reimbursable by an applicant (ZHB

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
								solicitor fees may not be passed on to applicants). Reduction from 2023 budget anticipated due to fewer ZHB meetings and fewer ordinance amendments.
01-4140-3316	COURT REPORTER	9,915.25	10,000.00	8,645.00	7,500.00	4,000.00	-60.0%	Fee for court reporter required for Zoning Hearing Board as well as for appearances related to hearings before the Board of Supervisors (conditional use applications, amendments to Township ordinances, etc.).
01-4140-3340	COMMUNICATIONS	7,876.87	12,000.00	13,062.38	12,000.00	7,500.00	-37.5%	Advertising, mailing, and other public outreach, including "timeline" display for ground floor hallway in Municipal building.
01-4140-3341	ADVERTISING	.00	.00	.00	903.00	.00		
01-4140-3351	PROPERTY INSURANCE	1,189.52	1,250.00	1,187.94	1,188.00	2,716.00	117.3%	Includes allocated cost of Property, Auto & Inland Marine.
01-4140-3352	LIABILITY INSURANCE	3,872.69	4,150.00	3,868.76	3,869.00	1,978.00	-52.3%	
01-4140-3361	UTILITIES	370.72	400.00	435.67	500.00	1,355.00	238.8%	Telephone
01-4140-3420	DUES	2,430.00	3,000.00	2,469.00	3,000.00	3,500.00	16.7%	Dues for Director and Asst Township Planner for membership in the American Planning Assn (APA) and the American Institute of Certified Planners (AICP), also APA dues for the Planning Commission members. Includes Township membership in the Transportation Management Ass'n of Chester County (TMACC) and membership for the Township Historical Commission in the Chester County Historical Society and Chester County Historical Preservation Network.
01-4140-3422	TRAINING/SEMINAR/SCHOOLS	1,467.07	4,000.00	2,156.50	2,200.00	4,500.00	12.5%	Covers cost for the Director and Assistant to attend the annual conference of the Pennsylvania chapter of the American Planning Association. Also covers any fees for attendance at more local workshops and training sessions as well as for books, relevant reference materials, and subscriptions to on-line resources as may be needed.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-4140-3450	CONTRACTED SERVICES	62,129.02	30,000.00	36,884.97	35,000.00	39,500.00	31.7%	General Code, non-reimbursable historical consultant reviews, consultant help with development issues as needed. ~2024 Includes associated fees to assist staff with the update to the Township Comprehensive Plan.
01-4140-3531	TRANSFER TO TECHNOLOGY F	9,049.00	11,119.00	11,119.00	11,119.00	41,788.00	275.8%	Transfer for shared costs of Township-wide technology expenses, net of use of Fund 70 reserves. See Technology Plan for details.
01-4140-3708	IT MAINTENANCE	150.00	4,000.00	6,301.37	6,301.00	4,000.00		Department-specific technology costs are budgeted in a separate line item (under 3708) to accurately reflect the cost of the department's technology costs. Shared costs (such as the Twp's IT consultant) will continue to be allocated across the departments under 3531 above. See Technology Plan for details
Total PLANNING & ZONING:		441,604.62	579,171.00	504,779.35	488,677.00	586,966.00	1.3%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
HIGHWAYS								
01-4300-3002	PENSION CONTRIBUTION	43,249.00	32,441.00	32,441.00	32,441.00	43,975.00	35.6%	
01-4300-3003	WORKERS' COMPENSATION	28,281.91	14,800.00	14,712.26	14,800.00	14,000.00	-5.4%	
01-4300-3110	SALARIES	528,041.45	576,145.00	677,807.61	677,000.00	564,000.00	-2.1%	2024B; PW: 5 FT, 3FT PW admin split 50% with other departments, 1 PT, and 1 PT Fleet Mechanic
01-4300-3153	LONG TERM DISABILITY	1,683.33	2,300.00	2,509.12	2,500.00	2,406.00	4.6%	
01-4300-3156	HEALTH INSURANCE	100,000.00	121,600.00	122,868.72	115,771.00	127,500.00	4.9%	Line item includes total healthcare premium costs plus township contribution to employee HSA
01-4300-3158	LIFE INSURANCE	2,495.43	3,000.00	2,873.91	2,355.00	3,187.00	6.2%	Premium Rate 1/1/21-1/1/24 = \$ 36/\$1K of insurance
01-4300-3183	OVERTIME	25,246.73	30,000.00	32,059.68	35,000.00	25,000.00	-16.7%	
01-4300-3191	UNIFORM MAINTENANCE	3,360.09	4,000.00	2,797.72	4,000.00	3,000.00	-25.0%	T-Shirts, sweatshirts, coats, caps, jeans, boots, etc.
01-4300-3192	PHYSICAL EXAMINATIONS	1,484.00	1,000.00	442.00	500.00	1,000.00		Pre-employment drug and alcohol screening; Random testing for CDL.
01-4300-3210	OFFICE SUPPLIES	658.30	.00	.00	.00	.00		
01-4300-3213	EQUIPMENT	.00	.00	6,172.00	.00	.00		
01-4300-3231	GASOLINE	2,153.31	2,300.00	2,658.90	3,100.00	4,290.00	86.5%	24B: Assume 320 gallons @ \$3.20/gallon; Township is exempt from State & Federal taxes.
01-4300-3232	DIESEL	20,935.76	26,400.00	16,698.75	20,500.00	28,300.00	7.2%	On average the Township is using approximately 17,000 gallons of diesel that is split between Highways @ 60% of use, Parks @ 19% of use, and sewer @ 21% of use; AuG \$ increase to \$3.16/gal (Thru 7/2023 \$2.95/gal.)
01-4300-3245	GENERAL SUPPLIES	34,020.19	45,000.00	47,074.75	46,000.00	45,000.00		Truck chains, tarps, etc., Stone, top soil, seed, sod, straw; Barricades, acetylene/oxygen, wood, hardware items, paints, paint supplies,

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
								chemicals, Food for training, meals and rooms during emergencies, AED supplies; small equipment; Safety equipment, misc. hand tools, tarps, saw blades, etc., Fire extinguisher inspection, small equipment, backflow preventer testing; Signs/Posts - hot tape thermal plastic markings (in-house) or paint signs, posts, stubs repairs and replacement.
01-4300-3246	FLEET MAINTENANCE SUPPLIE	39,438.04	35,000.00	38,183.60	35,000.00	35,000.00		Repair & Maint Supplies - Filters, brakes, brake line hoses, brake drum, rotors, fuel additives, degreaser solvents, sealants, oil dry, rags, 2-cycle oil, belts, bulbs, tires, grease, lubricants, antifreeze, transmission and washer fluids, motor oil, hydraulic oil, transmission fluid, wax, etc. and waste product disposal (Safety Kleen) Off road equipment, motor oil, hydraulic oil, hoses, steel, welding rods, plates, and other consumables Small Tools - Misc. tools, specialty tools for new equipment and vehicles Repairs on Equipment - Repairs to lift jack, air compressor, air guns, etc. Public Works Garage cleaning supplies, hand cleaner, paper towels, high pressure soap for salt trucks, etc. Equipment Repairs - loader, backhoe, PW equipment, emergency service/misc unknown Car/truck washes. Also see 01-4300.3455 for other fleet expenses.
01-4300-3306	MS4s	18,249.50	20,000.00	7,433.75	11,115.00	5,000.00	-75.0%	Expenses for renewing and complying with NPDES permit from DEP Includes dues for Christiana Watershed Partnership & Brandywine Red Clay Alliance
01-4300-3313	ENGINEERING	43,654.01	20,000.00	20,402.01	14,279.00	41,000.00	105.0%	MS4-related costs covered under 3306 and engineering costs for stormwater to 01-4300.3668.
01-4300-3340	COMMUNICATIONS	2,697.21	900.00	447.82	200.00	500.00	-44.4%	Budget for unexpected public ads.
01-4300-3351	PROPERTY INSURANCE	17,621.00	19,000.00	18,056.69	18,057.00	15,040.00	-20.8%	Includes allocated cost of Property, Auto & Inland Marine.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-4300-3352	LIABILITY INSURANCE	10,909.09	11,700.00	10,907.09	10,907.00	8,992.00	-23.1%	
01-4300-3361	UTILITIES	24,610.55	26,000.00	25,017.73	24,175.00	35,300.00	35.8%	Includes cost of electric @ 222 N. Pottstown Pike, street lighting and traffic signals.
01-4300-3365	SOLID WASTE	3,089.39	3,000.00	4,236.93	4,453.00	4,500.00	50.0%	Cost of Garage dumpster + Tire Disposal.
01-4300-3384	EQUIPMENT RENTAL	9,948.45	15,000.00	11,151.71	12,000.00	15,000.00		Rental of excavator, dozer, paver, milling head, etc.; Increased rental budget to perform more projects 'in house'.
01-4300-3410	WHITFORD VILLAGE ISLAND	450.00	450.00	450.00	450.00	450.00		Per Agreement with residents to supply plants, mulch & week killer for subdivision island.
01-4300-3420	DUES	250.00	900.00	564.33	900.00	900.00		Membership and other dues; EZPass
01-4300-3422	TRAINING/SEMINAR/SCHOOLS	1,464.00	5,000.00	4,772.71	4,372.00	9,000.00	80.0%	Safety Training, Flagger Training, CPR, training-related books Travel-related expenses - mileage, lodging, etc. CDL Testing
01-4300-3450	CONTRACTED SERVICES	2,899.26	20,000.00	18,485.98	12,000.00	20,000.00		Misc. door repairs/adjustments/replacements, interior and masonry repairs, etc. 2024B Includes \$25K Bartlett Road restripping.
01-4300-3455	CONTRACTED VEHICLE MAINT	16,601.15	15,000.00	16,012.88	15,000.00	15,000.00		Vehicle repairs performed by others (dealers and specialists). Also see 01-4300.3246 for other fleet expenses.
01-4300-3490	FLEET ALLOCATION	79,919.00	79,919.00	79,919.00	79,919.00	85,332.00	6.8%	Allocation of Fleet expenses to each Department. No direct expenses should be booked in this line item. Actuals will equal the budgeted amount exactly. Allocation is based on insured vehicle value. Roads is 49%.
01-4300-3491	FLEET REIMBURSEMENT	153,960.00-	153,971.00-	153,971.00-	153,971.00-	164,400.00-	6.8%	Contra-expense serving as reimbursement from all departments for allocated fleet expenses. Total includes all-in cost of mechanic, fleet supplies, fleet-related contracted services and an estimate/allocation for portion of garage/mechanic overhead.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-4300-3531	TRANSFER TO TECHNOLOGY F	31,405.00	32,145.00	32,145.00	32,145.00	99,055.00	208.2%	Transfer for shared costs of Township-wide technology expenses, net of use of Fund 70 reserves. See Technology Plan for details.
01-4300-3552	TRANSFER TO EQUIPMENT RE	37,932.00	37,932.00	37,932.00	37,932.00	39,900.00	5.2%	
01-4300-3668	DRAINAGE	7,149.81	15,000.00	14,421.52	18,000.00	15,000.00		Non-Liquid Fuels eligible: Storm sewer maintenance - cleaning or replairing inlets, swales, pipes, etc.
01-4300-3680	ROAD&BRIDGE RESURFACING	264,497.08	100,000.00	77,969.99	78,000.00	50,000.00	-50.0%	Non-Liquid Fuels eligible: Misc areas of base repair (trenches, potholes, etc.), curb work
01-4300-3708	IT MAINTENANCE	5,709.72	12,333.00	5,054.44	12,333.00	.00	-100.0%	Department-specific technology costs are budgeted in a separate line item (under 3708) to accurately reflect the cost of the department's technology costs. Shared costs (such as the Twp's IT consultant) will continue to be allocated across the departments under 3531 above. See Technology Plan for details
Total HIGHWAYS:		1,256,143.76	1,174,294.00	1,230,710.60	1,221,233.00	1,192,227.00	1.5%	

PARKS & RECREATION

The Parks Division of the Public Works Department maintains 12 Township parks covering over 400 acres; approximately 300 acres is the Township portion of Exton Park. The Township also provides staffing for Friends of the Parks' events and funds part of the annual community day and fireworks.

Parks & Facility Staffing: 6 FT (2.5 FT Administration, 3 FT Skilled Workers for repair and maintenance of parks and buildings).

2023 TOWNSHIP GOALS & SUPPORTING DEPARTMENT ACTIONS

Strengthening community resilience and connections and fostering a sense of place around Exton Crossroads

- *Open space and recreation network to play, exercise, relax, and learn outdoors*

Complete construction of Phase 1 of the Exton Park – Swedesford Recreation Area. Start Phase 2 including a disc golf course, pavilions, and shade structures, and walking paths near the intersection of Ship & Swedesford Roads. (\$1,100,000 in Public Service Fund 65; \$250,000 from Chester County Grant, \$600,000 from State & Federal Land, Water and Conservation Fund/DCNR Grant)

Construct a new pavilion at Boot Road Park to provide additional recreational opportunities and a place of refuge during a passing rain shower for those watching a ball game. (Budgeted for but not completed in 2022, moving the project into the 2023 budget—\$35,000)

Construct a new trail extension at Boot Road Park to increase mobility of park users. (\$4,000 in general supplies – 01.4520.3245)

Sealcoat and line parking lots in Banbury, Waltz and Roscioli Parks (\$27,000)

Resurface tennis courts and add Pickleball lines at Miller Park (\$40,000)

Complete the reassessment of the Exton Park Plan to include the Fitness Court, tennis courts, basketball and volleyball court, and a possible water feature.

Reassess the Park Upgrade Plan for all the parks to ensure recreation amenities remain maintained, fun and relevant for the community.

- *Events to add to the sense of community and quality of life*

Increase promotion and marketing of park activities and amenities.

Partner with Chester County, Friends of the Parks, and East Whiteland Township on the annual Community Day event. Also bring back events like Earth Day, Make A Difference Day. Some new events will be incorporated such as a Holiday Parade to kick off the tree lighting and a Benefit 5k Run/Walk. (\$50,000 in rec programming – 01.4520.3758)

PARKS & RECREATION

Delivering reliable administrative services

- *Skilled staff, with resources, training, and encouragement to meet high standards*

Continue to review facility asset inventory and develop inspection and maintenance plan via Traisr. (staff time)

2022 PARKS ACCOMPLISHMENTS

1. A new member of the team – Parks, Recreation & Events Coordinator – joined the Administration in July and has made a great impact already. Some of the accomplishments include:
 - a. Complete inventory of all park amenities
 - b. Thorough refresh of the Boot Road House
 - c. Easy trails to traverse pamphlet
 - d. Tackled the ever-increasing field and park facility reservations
 - e. Identified park improvements needed and works closely with the Assistant Public Works Director to complete.
2. Began the much-anticipated construction of the Exton Park – Swedesford Recreation Area. Phase 1 of the Master Plan implementation includes playgrounds, a dog park, disc golf, recreational amenities, parking, and walking paths near the intersection of Ship & Swedesford Roads.
3. Repaired and stained Miller Park boardwalk,
4. Seal coated and lined striped parking lot at Boot Road Park.
5. Embarked on the design of the disc golf course at Exton Park.
6. Completed construction of the playgrounds and dog park at Exton Park.
7. Finalized the design and by year-end, the construction of the bathroom facility and the concession area at Exton Park will be completed.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
PARKS & RECREATION								
01-4520-3002	PENSION CONTRIBUTION	13,472.00	5,863.00	5,863.00	5,863.00	9,791.00	67.0%	
01-4520-3003	WORKERS' COMPENSATION	7,825.70	5,200.00	5,101.62	5,200.00	5,700.00	9.6%	
01-4520-3110	SALARIES	126,774.31	112,700.00	150,141.63	140,000.00	189,266.00	67.9%	24B: 4 FT employees, 1FT Admin, 1 seasonal
01-4520-3153	LONG TERM DISABILITY	487.30	580.00	632.70	580.00	842.00	45.2%	
01-4520-3156	HEALTH INSURANCE	43,850.00	31,400.00	33,346.57	31,400.00	34,500.00	9.9%	Line item includes total healthcare premium costs plus township contribution to employee HSA
01-4520-3158	LIFE INSURANCE	980.34	650.00	622.70	650.00	1,051.00	61.7%	Term life insurance for Ft employees at 1.5 times their salary or a max amount of \$100,000.
01-4520-3183	OVERTIME	3,001.54	8,000.00	14,689.48	13,000.00	10,000.00	25.0%	
01-4520-3191	UNIFORM MAINTENANCE	980.91	1,200.00	1,268.24	1,200.00	1,500.00	25.0%	Boots and clothing
01-4520-3210	OFFICE SUPPLIES	40.84	.00	.00	.00	.00		22B: All shared office supplies will be expensed in line 01-4010-3210 (Admin dept). Only department specific supplies will be budgeted/booked to department line items.
01-4520-3231	GASOLINE	1,370.67	1,425.00	2,082.57	2,600.00	2,340.00	64.2%	
01-4520-3232	DIESEL	4,475.70	8,500.00	4,753.79	6,500.00	8,940.00	5.2%	On average the Township is using approximately 17,000 gallons of diesel that is split between Highways @ 60% of use, Parks @ 19% of use, and sewer @ 21% of use. Aug 2023 increased to \$3.16/g (Thru 7/23; \$2.95/g).
01-4520-3245	GENERAL SUPPLIES	27,014.29	35,000.00	33,708.04	32,000.00	40,000.00	14.3%	Operating supplies and small equipment for maintenance and repairs at all park facilities, fire extinguishers.
01-4520-3340	COMMUNICATIONS	834.00	400.00	178.80	243.00	400.00		
01-4520-3351	PROPERTY INSURANCE	7,704.82	8,000.00	7,602.82	7,603.00	2,569.00	-67.9%	Includes allocated cost of Property, Auto & Inland Marine.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-4520-3352	LIABILITY INSURANCE	4,554.15	4,900.00	4,567.93	4,568.00	1,753.00	-64.2%	
01-4520-3361	UTILITIES	15,610.55	16,000.00	16,832.57	28,375.00	22,600.00	41.3%	Electric/Gas/Propane; Phone/Internet/data; Water
01-4520-3365	SOLID WASTE	1,402.09	1,500.00	2,213.84	2,377.00	1,500.00		1 dumpster
01-4520-3384	EQUIPMENT RENTAL	.00	500.00	614.75	700.00	500.00		Lift equipment, etc.
01-4520-3420	DUES	165.00	400.00	292.00	400.00	400.00		PA Recreation and Park and Society (PRPS) dues for Staff National Recreation and Park Association dues for Staff Pesticide Licenses, etc.
01-4520-3422	TRAINING/SEMINAR/SCHOOLS	640.30	2,000.00	2,345.00	1,945.00	2,000.00		Includes cost of staff to get certifications for playground inspections and pesticide use.
01-4520-3450	CONTRACTED SERVICES	69,487.55	113,000.00	78,596.83	75,000.00	110,000.00	-2.7%	Grass cutting - All parks
01-4520-3490	FLEET ALLOCATION	9,221.00	9,221.00	9,221.00	9,221.00	9,846.00	6.8%	Allocation of Fleet expenses to each Department. No direct expenses should be booked in this line item. Actuals will equal the budgeted amount exactly. Allocation is based on insured vehicle value. Parks = 6%
01-4520-3531	TRANSFER TO TECHNOLOGY F	10,803.00	11,119.00	11,119.00	11,119.00	31,321.00	181.7%	Transfer for shared costs of Township-wide technology expenses, net of use of Fund 70 reserves. See Technology Plan for details.
01-4520-3552	TRANSFER TO EQUIPMENT RE	29,441.00	29,441.00	29,441.00	29,441.00	31,500.00	7.0%	15% of the cost of Fund 50 purchases of 2021-2030.
01-4520-3708	IT MAINTENANCE	5,261.72	8,333.00	5,054.42	8,665.00	.00	-100.0%	Department-specific technology costs are budgeted in a separate line item (under 3708) to accurately reflect the cost of the department's technology costs. Shared costs (such as the Twp's IT consultant) will continue to be allocated across the departments under 3531 above. See Technology Plan for details

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
01-4520-3758	RECREATION PROGRAMS	19,040.80	30,000.00	23,454.75	30,000.00	50,000.00	66.7%	Spring Clean-Ups, Volunteer Projects, Exton Park Community Day expenses & fireworks, Exton park Ribbon Cutting, Holiday Parade (new)
Total PARKS & RECREATION:		404,439.58	445,332.00	443,745.05	448,650.00	568,319.00	27.6%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
DEBT SERVICE								
01-4810-3534	TRANSFER/DEBT	1,248,505.00	1,222,805.00	1,222,805.00	1,222,805.00	1,225,180.00	0.2%	24B: Includes 2020 issue (\$438,495 & \$750 for paying agent fees) + 2021 Bank Note (\$782,032)
Total DEBT SERVICE:		1,248,505.00	1,222,805.00	1,222,805.00	1,222,805.00	1,225,180.00	0.2%	
01-General Fund Revenue Total:		13,294,248.58	14,255,389.00	14,679,451.96	14,585,685.00	14,107,035.00	-1.0%	
01-General Fund Expenditure Total:		12,784,363.86	13,263,147.00	14,342,025.58	12,654,003.00	14,182,296.00	6.9%	
Net Total 01-General Fund:		509,884.72	992,242.00	337,426.38	1,931,682.00	75,261.00-	-107.6%	
Net Grand Totals:		509,884.72	992,242.00	337,426.38	1,931,682.00	75,261.00-	-107.6%	

**PUBLIC WORKS DEPARTMENT – SANITARY SEWER
(Sewer Operating/Sewer Construction Budgets)**

The Sewer Division of the Public Works Department maintains approximately 105 miles of sanitary sewer lines, 2,670 manholes, and 5 pumping stations to convey wastewater from homes and businesses to third-party treatment plants. Maintenance includes cleaning and televising sewer lines, mitigation of stormwater inflow & groundwater infiltration (I&I) into the system, root control, clearing blockages, pump station maintenance, and clearing rights-of-way. Additionally, the Department performs approximately 2,500 responses yearly for the PA One Call Program.

Staffing: 6 FT (2 FT Administration, 4 FT Skilled Workers for the repair and maintenance of the pump stations, and sewer lines)

2023 TOWNSHIP GOALS & SUPPORTING DEPARTMENT ACTIONS

- *Well-maintained local road and sewer infrastructure*

Continue to review data obtained from manhole meters to identify areas of significant stormwater inflow and groundwater infiltration (I&I) into the sanitary sewer system. When areas with I&I are identified, remedial measures will be taken, including a cured-in-place pipe (CIPP) replacement project, point repairs, and grouting. (\$250,000 for CIPP in Sewer Construction Fund 03.4350.3702)

Continue construction for electrical upgrades (Phase 1) at Clover Mill Pump Station; work includes generator connection, electrical service connection, variable frequency drives (VFD's), and electrical upgrades throughout the pump station. (\$1.15 M in Sewer Construction Fund 03 for construction and construction inspection. Costs shared with Uwchlan Township.)

Initiate the design and construction for phase 2 of the Clover Mill Pump Station rehab; work will include pump discharge piping reconfiguration and new pumps. (\$1.1 M in Sewer Construction Fund 03 for design and construction. Costs shared with Uwchlan Township.)

Continue to monitor PennDOT's progress with the construction of the Boot Road Bridge over Amtrak to ensure it incorporates a new section of sanitary sewer force main (PennDOT paused this project throughout 2021-22). (\$690,000 in Sewer Construction Fund 03, moved to 2023; costs shared with Uwchlan Township.)

Work with Aqua monitoring the water main replacement on Clover Mill Road to obtain water service to the pump station and sewer garage

Perform CIPP and grouting pipe repairs to eliminate I&I and cut cost on root control process.

Perform chemical root control as well as root cutting in 3000 linear feet of sewer lines and inspect and cleaned another 35,000 linear feet of pipe. (staff time)

- *Sound financial planning to keep costs manageable and services reliable*

**PUBLIC WORKS DEPARTMENT – SANITARY SEWER
(Sewer Operating/Sewer Construction Budgets)**

West Goshen will continue extensive improvements to their wastewater treatment plant and collection/conveyance system. Treatment costs to DARA and West Goshen will be almost \$2 million, approximately half of West Whiteland's sewer operating budget.

2022 SEWER ACCOMPLISHMENTS

1. Installed two rounds of flow detection meters throughout the sewer system that conveys flow to DARA to further efforts to reduce stormwater inflow into the sewer system. These meters have helped to identify possible sources of inflow. (\$30,000 in Sewer Construction Fund 03)
2. Repaired sanitary sewer main sag on Country Lane to prevent further grease build up and homeowner lateral back up.
3. Completed plans and awarded bid for the electrical service upgrade and motor control systems and to the Clover Mill Pump Station. Construction to start in November 2021. (\$602,000 in Sewer Construction Fund 03)
4. Continued the chemical root control program to mitigate the impact of root penetration in pipes which can lead to sewer backups and service disruption. (\$11,600 in 02.4290-3612)
5. In conjunction with chemical root control, staff performed root cutting in over 4,000 linear feet of sewer lines and inspected and cleaned another 30,000 linear feet of pipe. (Staff time)
6. Identified and repaired manholes and castings throughout the township to reduce infiltration during storm events. (\$27,500 in Sewer Construction Fund 03)
7. In 2021, one of our Public Works skilled workers joined the Engineering team as the MS4 Specialist to perform sewer mapping and identify needed repairs to cut down on infiltration in the sanitary sewer lines.
8. Continued to input data into the Township's GIS platform (Traiser), as well as use the software to create work orders and track maintenance and repairs on system components. (Staff time)

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
02-Sewer Fund								
INTEREST								
02-3410-8510	INTEREST FROM INVESTMENT	3,325.23	2,000.00	30,034.10	15,000.00	30,000.00	1400.0%	
Total INTEREST:		3,325.23	2,000.00	30,034.10	15,000.00	30,000.00	1400.0%	
SERVICE FEE REVENUE								
02-3640-9520	SEWER FEES	3,492,269.37	3,350,000.00	3,524,225.47	3,300,000.00	3,350,000.00		Residential \$285 per household/apartment 2 bed+; Commercial is volume-based.
02-3640-9521	SEWER LATE FEES	33,309.42	25,000.00	48,130.08	42,000.00	40,000.00	60.0%	
02-3640-9525	INDUSTRIAL WASTE SURCHAR	410,007.20	3,600.00	3,000.00	3,000.00	3,000.00	-16.7%	IPP Permit Fee - Johnson Matthey
02-3640-9527	SEWER CERTIFICATIONS	18,935.00	13,260.00	12,400.00	13,180.00	10,000.00	-24.6%	2024B - Anticipate a real estate market cool down
02-3640-9530	CLOVER MILL PAYMENT	169,026.54	167,358.00	322,691.54	242,300.00	150,000.00	-10.4%	Payment from Uwchlan Twp related to operations & capital costs of Clover Mill Pump Station.
Total SERVICE FEE REVENUE:		4,123,547.53	3,559,218.00	3,910,447.09	3,600,480.00	3,553,000.00	-0.2%	
CONTRIBUTIONS								
02-3800-7910	TRANSFER	877,631.00	790,000.00	790,000.00	790,000.00	1,310,000.00	65.8%	New in 2023P & 2024B: No longer transferring from Sewer Construction Fund (tapping fees) for wastewater treatment capital expenses.
02-3800-9460	MISCELLANEOUS REVENUE	831.14	831.00	5,313.75	2,196.00	500.00	-39.8%	P-Card Rebate
Total CONTRIBUTIONS:		878,462.14	790,831.00	795,313.75	792,196.00	1,310,500.00	65.7%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
SANITARY SEWER SYSTEM								
02-4290-3002	PENSION CONTRIBUTION	24,318.00	47,813.00	47,813.00	47,813.00	44,608.00	-6.7%	
02-4290-3003	WORKERS' COMPENSATION	25,430.92	13,700.00	13,655.86	13,700.00	16,800.00	22.6%	
02-4290-3110	SALARIES	744,409.34	830,000.00	602,181.26	725,000.00	829,000.00	-0.1%	2024B - Includes four (4) FT for PW Sewer and various other split with multiple departments across fund 01
02-4290-3153	LONG TERM DISABILITY	2,480.61	2,790.00	3,043.64	2,790.00	2,232.00	-20.0%	
02-4290-3156	HEALTH INSURANCE	121,725.00	145,200.00	129,011.54	145,200.00	178,500.00	22.9%	Line item includes total healthcare premium costs plus township contribution to employee HSA
02-4290-3158	LIFE INSURANCE	3,119.28	3,850.00	3,688.23	3,812.00	3,589.00	-6.8%	
02-4290-3183	OVERTIME	10,841.36	15,000.00	9,279.73	11,618.00	8,000.00	-46.7%	
02-4290-3191	UNIFORM MAINTENANCE	3,214.76	3,500.00	3,144.14	2,000.00	3,000.00	-14.3%	Includes Outerwear Safety (Jackets, Raincoats, Hats) & Boots
02-4290-3192	PHYSICAL EXAMINATIONS	150.00	250.00	149.00	250.00	250.00		CDL random drug testing
02-4290-3210	OFFICE SUPPLIES	462.21	.00	.00	.00	.00		
02-4290-3213	EQUIPMENT	.00	.00	7,750.00	.00	.00		
02-4290-3231	GASOLINE	709.76	855.00	754.77	1,000.00	1,950.00	128.1%	
02-4290-3232	DIESEL	4,880.47	9,500.00	7,748.44	7,300.00	9,882.00	4.0%	On average the Township is using approximately 17,000 gallons of diesel/year - split between Highways @ 60% of use, Parks @ 19% of use, and sewer @ 21% of use. CCIU (Chester County Intermediate Unit) pricing \$3.16/g.
02-4290-3245	GENERAL SUPPLIES	43,397.59	47,000.00	41,366.33	48,000.00	53,000.00	12.8%	Grease, sealants, paint, grout, filters, anti-freeze, risers, manhole frames, covers & inserts; Misc. fluids, hardware, plumbing, electric & masonry materials/equipment/parts Repairs to clamps, concrete, stone, meters,

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
								recorders & AED Small tools/Minor Equipment: hand tools; air plugs; signs & barrels; safety materials: signs, cones, harnesses, plastic suits, gloves, Cleaning supplies, Small items for jet trucks, tv and gas meter, Pump station & garage supplies for small repairs (mechanical, electrical, carpentry, paint)
02-4290-3311	AUDITING SERVICES	6,000.00	2,000.00	2,000.00	2,000.00	2,000.00		
02-4290-3313	ENGINEERING	26,881.39	15,000.00	5,450.75	133.00	20,000.00	33.3%	
02-4290-3314	SOLICITORS	9,112.76	12,000.00	7,772.18	12,000.00	12,000.00		Portnof Law Associates for collection of delinquent sewer bills.
02-4290-3324	PA ONE CALL	4,842.93	6,000.00	2,690.55	4,000.00	5,000.00	-16.7%	
02-4290-3340	COMMUNICATIONS	10,548.74	9,600.00	13,269.59	12,500.00	13,000.00	35.4%	Includes vendor cost of printing of sewer bills.
02-4290-3351	PROPERTY INSURANCE	24,395.13	25,500.00	24,233.98	24,234.00	18,902.00	-25.9%	
02-4290-3352	LIABILITY INSURANCE	12,289.52	13,150.00	12,258.82	12,259.00	13,629.00	3.6%	
02-4290-3361	UTILITIES	108,111.61	120,000.00	110,421.40	111,000.00	104,300.00	-13.1%	
02-4290-3365	SOLID WASTE	1,172.41	1,200.00	1,629.79	1,300.00	1,500.00	25.0%	Dumpster at CMPS
02-4290-3374	EQUIPMENT REPAIRS	30,540.37	70,000.00	66,470.97	70,000.00	75,000.00	7.1%	CM Force Main valves, Parts. Equipment Repairs at Pump stations: flow matcher, pumps, motors, fans, heaters, meters, controls, etc.
02-4290-3384	EQUIPMENT RENTAL	144.50	500.00	.00	500.00	6,500.00	1200.0%	
02-4290-3420	DUES	115.00	500.00	554.60	500.00	500.00		
02-4290-3422	TRAINING/SEMINAR/SCHOOLS	2,227.50	4,000.00	1,885.00	3,500.00	4,000.00		Training, seminars, certificaion classes, conferences, IT training, chapter 302 training, asbestos handling training.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
02-4290-3439	INDUSTRIAL WASTE DISCHARG	4,642.00	5,000.00	3,000.00	3,000.00	3,000.00	-40.0%	Charge from DARA for businesses with permits for industrial waste. Businesses reimburse - revenue in 02.3640.9525
02-4290-3450	CONTRACTED SERVICES	41,794.17	48,000.00	56,935.81	51,000.00	45,000.00	-6.3%	Meter calibrations, Alarm System, Grit Removal Contract - Grubbs Mill wet well (1); Route 100 wet well (2); Mill Valley (1), Whiteland Woods (1), CMPS (12) and DARA meter (2), Backflow Preventer, Fire Extinguishers, Hoist safety inspections ~2024 New in 2024Move CIPP work from 03-4350-3702 to this line item.
02-4290-3458	CONTRACTED TREATMENT - D	935,702.00	1,120,000.00	823,538.00	903,465.00	967,673.00	-13.6%	24B: \$850K operating, \$300K capital (WWT estimate, have not rec'd one from DARA) Wastewater treatment by Downingtown Area Regional Authority
02-4290-3460	CONTRACTED TREATMENT-W.	833,898.08	1,020,000.00	665,919.76	813,761.00	1,910,000.00	87.3%	23P and 24B based on estimates provided by West Goshen 24B: Operating - \$900K, capital -\$37K Wastewater treatment by West Goshen Sewer Authority.
02-4290-3490	FLEET ALLOCATION	15,639.00	15,650.00	15,650.00	15,650.00	16,710.00	6.8%	Allocation of Fleet expenses to each Department. No direct expenses should be booked in this line item. Actuals will equal the budgeted amount exactly. Allocation is based on insured vehicle value. Sewer = 10%
02-4290-3531	TRANSFER TO TECHNOLOGY F	41,560.00	18,531.00	18,531.00	18,531.00	52,255.00	182.0%	Transfer for shared costs of Township-wide technology expenses, net of use of Fund 70 reserves. See Technology Plan for details.
02-4290-3533	TRANSFER	5,000.00	314,500.00	314,500.00	314,500.00	5,000.00	-98.4%	
02-4290-3534	TRANSFER/DEBT	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00		Transfer to General Fund for sewer (02) allocated share of bldg cost (for debt service)
02-4290-3552	TRANSFER TO S.C. FOR EQUIP	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00		Steady transfer to Fund 03 for equipment replacement savings Fund 03 transfer to Fund 50 Equipment Replacement for full amount of vehicles/equipment in years when there are

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
								Utility purchases
02-4290-3610	I & I REPAIR COST	5,317.90	45,000.00	37,252.00	10,000.00	45,000.00		Inflow & Infiltration (I&I) measures prevent stormwater inflow and groundwater infiltration into the sewer system, and therefore reduces treatment costs. New in 2024B; \$220K CIPP
02-4290-3612	ROOT CONTROL	11,632.44	15,000.00	13,228.52	15,000.00	15,000.00		
02-4290-3620	BARKWAY EGPS (MILL VALLEY)	31,008.36	15,000.00	.00	.00	.00	-100.0%	
02-4290-3708	IT MAINTENANCE	21,965.09	31,276.00	29,491.64	31,276.00	36,842.00	17.8%	Department-specific technology costs are budgeted in a separate line item (under 3708) to accurately reflect the cost of the department's technology costs. Shared costs (such as the Twp's IT consultant) will continue to be allocated across the departments under 3531 above. See Technology Plan for details
02-4290-3807	INVESTMENT & BANK EXPENS	19,509.73	24,000.00	19,205.50	14,000.00	16,000.00	-33.3%	
02-4290-3994	Loss On Diposal Of Assets	14,472.00	.00	.00	.00	.00		
	Total SANITARY SEWER SYSTEM:	3,280,025.93	4,195,865.00	3,240,475.80	3,577,592.00	4,664,622.00	11.2%	
	02-Sewer Fund Revenue Total:	5,005,334.90	4,352,049.00	4,735,794.94	4,407,676.00	4,893,500.00	12.4%	
	02-Sewer Fund Expenditure Total:	3,280,025.93	4,195,865.00	3,240,475.80	3,577,592.00	4,664,622.00	11.2%	
	Net Total 02-Sewer Fund:	1,725,308.97	156,184.00	1,495,319.14	830,084.00	228,878.00	46.5%	

WEST WHITELAND TOWNSHIP SANITARY SEWER CAPITAL IMPROVEMENTS, 2021 - 2031

	Funding	2022 Budget	2022 Projection	2023	2024	2025	2026	2027	2028	2029	2030	2031
Clover Mill Force Main	\$770,000				\$691,385							
Pipe on Boot Road Bridge (67% WWT, 33% UT)												
Inflow & Infiltration Remediation	\$1,945,210											
Cured-in-Place Pipe												
<i>Awarded PA H2O grant for 2021 work</i>	<i>\$300,000</i>	\$250,000	\$0	\$250,000		\$250,000		\$250,000		\$250,000		\$250,000
Manhole Rehab	\$60,757	\$40,000	\$0									
Study to identify other sources of I&I	\$67,182		\$19,888									
Pump Station Upgrades per CIP												
Clover Mill	\$3,965,292	\$500,000	\$630,000	\$1,860,000	1,110,000							
Grubbs Mill	\$940,000			\$80,000	\$860,000							
Mill Valley	\$100,000			\$30,000	\$70,000							
Whiteland Woods	\$115,000									\$25,000	\$90,000	
Act 537 Update	\$82,816		\$72,816	\$10,000								
Hunter Sewer Extension	\$637,284		\$22,284	\$25,000	\$590,000							
West Goshen Treatment Plant / Sewer System Upgrades	\$4,676,666	\$420,000	\$420,000	\$1,060,000	\$70,000	\$10,250	\$30,000	\$40,000	\$55,000	\$10,250	\$10,250	\$10,250
DARA Treatment Plant Upgrade/Expansion/Capital	\$2,440,000	\$370,000	\$370,000	\$250,000	\$360,000	\$360,000	\$900,000					
SEWER CONSTRUCTION FUND (03) SUBTOTAL	\$15,800,207	\$1,580,000	\$1,534,988	\$3,565,000	\$3,751,385	\$620,250	\$930,000	\$290,000	\$55,000	\$285,250	\$100,250	\$260,250

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
03-Sewer Construction Fund								
INTEREST								
03-3410-8510	INTEREST FROM INVESTMENT	34,053.72	19,900.00	47,772.56	25,826.00	28,000.00	40.7%	
03-3410-8514	UNREALIZED GAIN/LOSS	72.03-	.00	.00	.00	.00		
03-3410-8515	GAIN/LOSS ON SALE	.15	.00	.00	.00	.00		
Total INTEREST:		33,981.84	19,900.00	47,772.56	25,826.00	28,000.00	40.7%	
SERVICE FEE REVENUE								
03-3640-9515	TAPPING FEES	582,976.96	900,000.00	1,766,519.82	2,371,371.00	1,500,000.00	66.7%	Tapping fees paid to WWT for new connections. Tapping fees support capital improvements to the infrastructure in West Whiteland (pump stations and pipes). ~2024 Anticipate Keva Flats addition - 96 units Columbia Cottage - 72 units
Total SERVICE FEE REVENUE:		582,976.96	900,000.00	1,766,519.82	2,371,371.00	1,500,000.00	66.7%	
CONTRIBUTIONS								
03-3800-7910	TRANSFER	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00		Annual transfer from 02 Sewer Operating into 03 for new vehicle purchases.
03-3800-9460	MISCELLANEOUS REVENUE	.00	.00	518,850.00	518,850.00	.00		
Total CONTRIBUTIONS:		30,000.00	30,000.00	548,850.00	548,850.00	30,000.00	.00	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
SEWER CONSTRUCTION								
03-4350-3313	ENGINEERING	338,478.70	270,000.00	211,970.51	268,687.00	305,000.00	13.0%	
03-4350-3552	TRANSFER TO EQUIPMENT RE	160,000.00	.00	.00	.00	.00		2023B: No vehicle/equipment purchases planned in 2023. Transfer to Equipment Replacement Fund 50 as needed to pay for utility vehicles and equipment. See Equipment Replacement Plan for details.
03-4350-3553	CAPITAL TRANSFER	877,631.00	790,000.00	790,000.00	790,000.00	1,310,000.00	65.8%	New in 2023P & 2024B No transfer to Fund 02 for wastewater treatment capital costs.
03-4350-3702	CAPITAL IMPROVEMENTS	518,850.25	2,025,000.00	505,203.10	479,517.00	2,479,111.00	22.4%	See Capital Improvements Plan
03-4350-3807	INVESTMENT EXPENSES	129.60	100.00	378.96	.00	200.00	100.0%	
Total SEWER CONSTRUCTION:		1,895,089.55	3,085,100.00	1,507,552.57	1,538,204.00	4,094,311.00	32.7%	
03-Sewer Construction Fund Revenue Total:		646,958.80	949,900.00	2,363,142.38	2,946,047.00	1,558,000.00	64.0%	
03-Sewer Construction Fund Expenditure Total:		1,895,089.55	3,085,100.00	1,507,552.57	1,538,204.00	4,094,311.00	32.7%	
Net Total 03-Sewer Construction Fund:		1,248,130.75-	2,135,200.00-	855,589.81	1,407,843.00	2,536,311.00-	18.8%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
04-Transportation Impr. Fund								
INTEREST								
04-3410-8510	INTEREST FROM INVESTMENT	10,837.52	6,700.00	21,532.39	15,000.00	15,000.00	123.9%	
Total INTEREST:		10,837.52	6,700.00	21,532.39	15,000.00	15,000.00	123.9%	
CONTRIBUTIONS								
04-3800-8548	DEVELOPER CONTRIBUTIONS	47,261.44	.00	138,823.76	180,334.00	.00		
Total CONTRIBUTIONS:		47,261.44	.00	138,823.76	180,334.00	.00	.00	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
HIGHWAYS								
04-4300-3483	MISCELLANEOUS	2,250.00	.00	.00	.00	.00		
Total HIGHWAYS:		2,250.00	.00	.00	.00	.00		

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
TRANSPORTATION IMPROVEMENT								
04-4400-3555	TRANSFER TO PUBLIC SERVIC	823,828.00	755,000.00	95,000.00	244,000.00	860,000.00	13.9%	
04-4400-3807	INVESTMENT EXPENSES	537.12	650.00	260.38	254.00	300.00	-53.8%	
Total TRANSPORTATION IMPROVEMENT:		824,365.12	755,650.00	95,260.38	244,254.00	860,300.00	13.8%	
04-Transportation Impr. Fund Revenue Total:		58,098.96	6,700.00	160,356.15	195,334.00	15,000.00	123.9%	
04-Transportation Impr. Fund Expenditure Total:		826,615.12	755,650.00	95,260.38	244,254.00	860,300.00	13.8%	
Net Total 04-Transportation Impr. Fund:		768,516.16-	748,950.00-	65,095.77	48,920.00-	845,300.00-	12.9%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
07-Open Space Fund								
INTEREST								
07-3410-8510	INTEREST FROM INVESTMENT	5,376.22	3,204.00	10,313.35	7,500.00	9,000.00	180.9%	
Total INTEREST:		5,376.22	3,204.00	10,313.35	7,500.00	9,000.00	180.9%	
GENERAL GOVERNMENT								
07-3670-9460	MISCELLANEOUS REVENUE	30.00	.00	.00	.00	.00		
07-3670-9470	DEVELOPER CONTRIBUTION	7,359.71	.00	19,355.54	19,355.00	.00		
Total GENERAL GOVERNMENT:		7,389.71	.00	19,355.54	19,355.00	.00	.00	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
OPEN SPACE								
07-4700-3555	TRANSFER TO PUBLIC SERVIC	399,600.00	341,216.00	.00	341,216.00	500,000.00	46.5%	
07-4700-3807	INVESTMENT EXPENSES	536.99	650.00	428.47	381.00	.00	-100.0%	
Total OPEN SPACE:		400,136.99	341,866.00	428.47	341,597.00	500,000.00	46.3%	
07-Open Space Fund Revenue Total:		12,765.93	3,204.00	29,668.89	26,855.00	9,000.00	180.9%	
07-Open Space Fund Expenditure Total:		400,136.99	341,866.00	428.47	341,597.00	500,000.00	46.3%	
Net Total 07-Open Space Fund:		387,371.06-	338,662.00-	29,240.42	314,742.00-	491,000.00-	45.0%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
08-Sinking Fund								
INTEREST								
08-3410-8510	INTEREST FROM INVESTMENT	110.74	62.00	12.15	.00	.00	-100.0%	
Total INTEREST:		110.74	62.00	12.15	.00	.00	-100.0%	
MISCELLANEOUS								
08-3620-7910	TRANSFER	1,248,505.00	1,222,805.00	1,222,805.00	1,222,805.00	1,225,960.00	0.3%	
Total MISCELLANEOUS:		1,248,505.00	1,222,805.00	1,222,805.00	1,222,805.00	1,225,960.00	0.3%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
SINKING FUND								
08-4800-3524	DEBT PAYMENTS	1,248,832.66	1,222,805.00	1,222,775.20	1,222,805.00	1,225,960.00	0.3%	
08-4800-3807	BANK/INVESTMENT FEES	.00	.00	25.00	43.00	50.00		
Total SINKING FUND:		1,248,832.66	1,222,805.00	1,222,800.20	1,222,848.00	1,226,010.00	0.3%	
08-Sinking Fund Revenue Total:		1,248,615.74	1,222,867.00	1,222,817.15	1,222,805.00	1,225,960.00	0.3%	
08-Sinking Fund Expenditure Total:		1,248,832.66	1,222,805.00	1,222,800.20	1,222,848.00	1,226,010.00	0.3%	
Net Total 08-Sinking Fund:		216.92-	62.00	16.95	43.00-	50.00-	-180.6%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
09-Non-Uniform Pension Fund								
INTEREST								
09-3410-8510	INTEREST FROM INVESTMENT	194,633.71	100,000.00	226,915.12	169,303.00	180,000.00	80.0%	
Total INTEREST:		194,633.71	100,000.00	226,915.12	169,303.00	180,000.00	80.0%	
CONTRIBUTIONS								
09-3800-8512	EMPLOYEE CONTRIBUTION	112,531.35	132,000.00	121,701.28	118,000.00	120,000.00	-9.1%	
09-3800-9449	STATE CONSTRIBUTION	235,201.00	.00	149,177.00	.00	175,479.00		
Total CONTRIBUTIONS:		347,732.35	132,000.00	270,878.28	118,000.00	295,479.00	123.8%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
NON-UNIFORMED PENSION PLAN								
09-4900-3307	ACTUARY EXPENSE	9,000.00	6,000.00	5,850.00	5,850.00	9,000.00	50.0%	
09-4900-3311	AUDITING SERVICES	2,500.00	.00	.00	.00	2,500.00		
09-4900-3349	RETIREE PAYMENT	498,968.88	407,150.00	545,940.66	537,500.00	450,000.00	10.5%	
09-4900-3350	FIDUCIARY BOND	1,380.39	1,400.00	1,483.00	1,483.00	1,500.00	7.1%	
09-4900-3807	INVESTMENT EXPENSES	26,640.03	24,000.00	28,476.98	28,796.00	29,000.00	20.8%	
Total NON-UNIFORMED PENSION PLAN:		538,489.30	438,550.00	581,750.64	573,629.00	492,000.00	12.2%	
09-Non-Uniform Pension Fund Revenue Total:		542,366.06	232,000.00	497,793.40	287,303.00	475,479.00	104.9%	
09-Non-Uniform Pension Fund Expenditure Total:		538,489.30	438,550.00	581,750.64	573,629.00	492,000.00	12.2%	
Net Total 09-Non-Uniform Pension Fund:		3,876.76	206,550.00-	83,957.24-	286,326.00-	16,521.00-	-92.0%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
10-Township Fund								
INTEREST								
10-3410-8510	INTEREST FROM INVESTMENT	983.21	700.00	631.90	220.00	300.00	-57.1%	
	Total INTEREST:	983.21	700.00	631.90	220.00	300.00	-57.1%	
	10-Township Fund Revenue Total:	983.21	700.00	631.90	220.00	300.00	-57.1%	
	10-Township Fund Expenditure Total:	.00	.00	.00	.00	.00		
	Net Total 10-Township Fund:	983.21	700.00	631.90	220.00	300.00	-57.1%	

Solid Waste Fund – 12 (Residential Trash and Recycling Collection)

Administration of the Solid Waste program includes oversight of the contracts with the trash and recycling hauler; educating residents and answering questions about trash/recycling collection and the Pay-As-You-Throw (PAYT) program; billing all residential households in the PAYT program for the annual solid waste fee; distributing and billing for trash bags sold at participating retail outlets, compiling data for the Section 904 recycling grant, and monitoring for compliance with state regulations.

Staffing: 1 PT for solid waste coordination, finance staff time for billing, public works staff time for trash bag delivery to stores

Contractors: A.J. Blosenski (trash and recycling), Hough Associates (904 grant)

Boards and Commissions: Public Services Commission (9 volunteers)

2023 Township Goals and Solid Waste Program Support Actions

- *Pioneering trash & recycling program to reduce waste and control costs*

The PAYT program continues to incentivize recycling and keeping solid waste costs to homeowners lower than that of neighboring municipalities. West Whiteland has one of the highest recycling rates in the state and one of the least expensive trash and recycling programs in the area.

Continue to educate the residents and businesses on the best recycling practices along with growing the partnership with the Chester County Solid Waste Authority and Total Recycle to show the benefits of recycling, reducing, and reusing products.

- *Sound financial planning to keep costs manageable and services reliable*

West Whiteland Township will enter the third of a five-year contract for trash, recycling, bulk and yard waste pick-up. If the Township was to go out for bid at this time, the bid prices are coming in at 35-50% higher than in previous years. In the fall of 2024, the Township will go out to bid for solid waste services.

Transition the administration and coordination of the solid waste program back to the Public Works Department.

- *Proactive public outreach to better inform and engage with the community*

Continue communication efforts to residents (PAYT and non-PAYT) and businesses outlining trash and recycling programs, maximizing recycling efforts, and providing 24/7 online assistance.

Continue to partner with *Retrievr* for residents to recycle clothing and electronics to support the Township's sustainability goals. For a small convenience fee, residents will be able to recycle used clothing, electronic devices and more with a simple text message for porch pickup. By offering *Retrievr* as a service to our residents, the Township will reduce landfill fees and recycling contamination rates and receive a revenue share on all net proceeds received from the sale of clothing. (no cost to the Township)

Hold several solid waste drop-off events including shredding and clothing drop-offs.

Solid Waste Fund – 12 (Residential Trash and Recycling Collection)

2022 Solid Waste Program Accomplishments

1. Responsibility for administration of the Solid Waste program was assigned to the Administration Department. Through 2022, the Public Information Officer spearheaded the overhaul of the program information to ensure accuracy and provide useful resources for all residents and businesses.
2. Contracted with Hough Associates (\$14,000, 12-4310.3450) to complete the work associated with the annual state 904 grant (\$93,000, 12-3540.8539) for recycling collections. While the consultant fee offset a portion of the grant revenue, staff time is no longer spent tracking down commercial collections data which is quite a laborious process.
3. The Recycle Coach software and app was evaluated in 2022 for its effectiveness. It was decided to retire the software by year-end as the software requires information to be constantly updated and is labor intensive. The current opt-in rate for the app has a total of 400 users after a 3-year period. Staff will concentrate on maintaining educational updates via the Township website, social media, Chester County Solid Waste Authority (CCSWA) and Retrievr. (Savings of \$1,200 annually plus staff time)
4. Communication outreach strategy put in place to educate new residents, realtors, and property managers on the solid waste program - PAYT program – and its benefits to both the user as well as the environment.
5. Partnered with the hauler to include the representative in the email distribution list (solidwaste@westwhiteland.org) to provide a quicker turnaround response for residents.
6. Successfully partnered with Retrievr for residents to recycle materials and to support the Township's sustainability goals. For a small convenience fee, residents are able to recycle used clothing, electronic devices and more with a simple text message for porch pickup. By offering Retrievr as a service to our residents, the Township will reduce landfill fees and recycling contamination rates and receive a 10% revenue share on all net proceeds received from the sale of clothing and collected electronics. (no cost to the Township)
7. Held two shredding events and one electronic drop-off event for residential and business drop-off.

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
12-Solid Waste Fund								
INTEREST								
12-3410-8510	INTEREST	204.13	175.00	1,769.79	500.00	1,000.00	471.4%	
Total INTEREST:		204.13	175.00	1,769.79	500.00	1,000.00	471.4%	
INTERGOVERNMENTAL REVENUE								
12-3540-8539	SECTION 904 OF ACT 101	95,251.96	93,000.00	88,198.63	88,199.00	90,000.00	-3.2%	
Total INTERGOVERNMENTAL REVENUE:		95,251.96	93,000.00	88,198.63	88,199.00	90,000.00	-3.2%	
SERVICE FEE REVENUE								
12-3640-9375	TRASH BAGS	614,488.50	615,000.00	578,487.50	610,000.00	650,000.00	5.7%	Sale of WWT trash bags. \$2.50/bag (-\$.05 for vendor)
12-3640-9460	MISCELLANEOUS REVENUE	7,703.85	7,500.00	17,106.82	9,000.00	9,000.00	20.0%	
12-3640-9481	SERVICE FEES	314,264.37	400,144.00	412,216.02	412,300.00	430,000.00	7.5%	Trash & recycling fee of \$89/household annually. The fee is paid by single-family and townhome households in the "Pay As You Throw" collection program.
12-3640-9482	SOLID WASTE LATE FEES	3,929.47	2,000.00	5,829.01	4,000.00	5,000.00	150.0%	
12-3640-9527	SOLID WASTE CERTIFICATION	5,590.00	5,070.00	2,640.00	5,000.00	3,000.00	-40.8%	
Total SERVICE FEE REVENUE:		945,976.19	1,029,714.00	1,016,279.35	1,040,300.00	1,097,000.00	6.5%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
PWD SOLID WASTE DIVISION								
12-4310-3002	PENSION CONTRIBUTION	9,877.00-	1,500.00	.00	.00	1,500.00		
12-4310-3110	SALARIES	5,023.42	36,000.00	.00	.00	38,500.00	6.9%	
12-4310-3153	LONG TERM DISABILITY	.00	150.00	54.25	.00	150.00		
12-4310-3156	HEALTH INSURANCE	.00	10,700.00	.00	.00	9,600.00	-10.3%	
12-4310-3158	LIFE INSURANCE	.00	190.00	.00	.00	190.00		
12-4310-3210	OFFICE SUPPLIES	248.24	.00	.00	.00	.00		
12-4310-3245	GENERAL SUPPLIES	32,024.77	17,000.00	30,497.30	10,000.00	47,000.00	176.5%	Supply of trash bag inventory related to the PAYT program.
12-4310-3314	SOLICITORS	331.74	500.00	562.53	562.00	500.00		
12-4310-3340	COMMUNICATIONS	2,546.28	1,000.00	1,949.14	3,820.00	1,000.00		
12-4310-3361	UTILITIES	8.60	.00	.00	.00	.00		
12-4310-3365	SOLID WASTE	235,562.83	253,270.00	230,855.51	240,000.00	260,000.00	2.7%	Township's cost for trash and recycling tipping Trash tipping average \$4800/wk *52 = \$249,600. 24B: 2023 trash tipping + 3% anticipated cost increase + \$94K recycling tipping.
12-4310-3420	DUES	.00	150.00	.00	.00	.00	-100.0%	
12-4310-3450	CONTRACTED SERVICES	768,588.04	787,670.00	772,283.38	780,000.00	775,000.00	-1.6%	2024B - Hough Associates @\$15K + Blosenski@ \$66,687.02/month*12 (\$800,244.64) + \$6K for shredding & electronic waste events.
12-4310-3708	IT MAINTENANCE	3,464.00	2,060.00	860.00	1,474.00	2,860.00	38.8%	See Technology Plan for details
12-4310-3807	INVESTMENT & BANKING EXPE	379.86	400.00	1,728.36	1,500.00	2,000.00	400.0%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
	Total PWD SOLID WASTE DIVISION:	1,038,300.78	1,110,590.00	1,038,790.47	1,037,356.00	1,138,300.00	2.5%	
	12-Solid Waste Fund Revenue Total:	1,041,432.28	1,122,889.00	1,106,247.77	1,128,999.00	1,188,000.00	5.8%	
	12-Solid Waste Fund Expenditure Total:	1,038,300.78	1,110,590.00	1,038,790.47	1,037,356.00	1,138,300.00	2.5%	
	Net Total 12-Solid Waste Fund:	3,131.50	12,299.00	67,457.30	91,643.00	49,700.00	304.1%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
15-Escrow Fund								
INTEREST								
15-3410-8510	INTEREST	.00	.00	.17	.00	.00		
Total INTEREST:		.00	.00	.17	.00	.00	.00	
CONTRIBUTIONS								
15-3800-8585	ESCROW ACCOUNT	300,000.00	.00	.00	.00	.00		
Total CONTRIBUTIONS:		300,000.00	.00	.00	.00	.00	.00	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
MISCELLANEOUS EXPENSES								
15-7100-3438	ESCROW REIMBURSEMENT	.00	.00	300,000.00	300,000.00	.00		
Total MISCELLANEOUS EXPENSES:		.00	.00	300,000.00	300,000.00	.00		
15-Escrow Fund Revenue Total:		300,000.00	.00	.17	.00	.00		
15-Escrow Fund Expenditure Total:		.00	.00	300,000.00	300,000.00	.00		
Net Total 15-Escrow Fund:		300,000.00	.00	299,999.83-	300,000.00-	.00		

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
16-Historic Resource Fund								
INTEREST								
16-3410-8510	INTEREST	10.35	15.00	70.34	21.00	30.00	100.0%	
	Total INTEREST:	10.35	15.00	70.34	21.00	30.00	100.0%	
	16-Historic Resource Fund Revenue Total:	10.35	15.00	70.34	21.00	30.00	100.0%	
	16-Historic Resource Fund Expenditure Total:	.00	.00	.00	.00	.00		
	Net Total 16-Historic Resource Fund:	10.35	15.00	70.34	21.00	30.00	100.0%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
35-Liquid Fuels Fund								
INTEREST								
35-3410-8510	INTEREST FROM INVESTMENT	665.90	1,700.00	5,519.60	2,700.00	3,000.00	76.5%	
Total INTEREST:		665.90	1,700.00	5,519.60	2,700.00	3,000.00	76.5%	
INTERGOVERNMENTAL REVENUE								
35-3540-8560	STATE AID - LIQUID FUELS	532,983.34	559,569.00	552,420.63	552,421.00	552,421.00	-1.3%	Amount projected by PennDOT, includes "turnback amount".
Total INTERGOVERNMENTAL REVENUE:		532,983.34	559,569.00	552,420.63	552,421.00	552,421.00	-1.3%	
MISCELLANEOUS								
35-3620-9460	MISCELLANEOUS REVENUE	275.00	.00	.00	.00	.00		
Total MISCELLANEOUS:		275.00	.00	.00	.00	.00	.00	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
MAJOR EQUIP PURCHASES								
35-4327-3233	VEHICLE PURCHASE	154,779.00	122,000.00	.00	.00	.00	-100.0%	22B: Roads Dept. truck and roller. As of 9/2023, the vehicle is scheduled for delivery in Spring 2024.
Total MAJOR EQUIP PURCHASES:		154,779.00	122,000.00	.00	.00	.00	-100.0%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
ROAD MAINTENANCE								
35-4380-3456	TRAFFIC SIGNALS	96,529.88	100,000.00	94,746.47	100,000.00	140,000.00	40.0%	Traffic signals repair and maintenance.
35-4380-3668	DRAINAGE	66,274.89	55,000.00	44,375.01	65,000.00	100,000.00	81.8%	
35-4380-4310	STREET CLEANING & GUTTER	16,499.00	20,000.00	17,000.00	17,000.00	22,000.00	10.0%	
35-4380-4320	WINTER MAINTENANCE	52,511.71	50,000.00	63,832.88	50,000.00	60,000.00	20.0%	
35-4380-4380	MAINTENANCE/REPAIR ROADS	11,777.12	15,000.00	12,890.00	15,000.00	30,000.00	100.0%	
Total ROAD MAINTENANCE:		243,592.60	240,000.00	232,844.36	247,000.00	352,000.00	46.7%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
CONSTRUCTION/REBUILDING								
35-4390-3679	OVERLAY PROJECTS	50,000.00-	240,000.00	.00	240,000.00	300,000.00	25.0%	2023P; LF Project #23-15254-001
Total CONSTRUCTION/REBUILDING:		50,000.00-	240,000.00	.00	240,000.00	300,000.00	25.0%	
35-Liquid Fuels Fund Revenue Total:		533,924.24	561,269.00	557,940.23	555,121.00	555,421.00	-1.0%	
35-Liquid Fuels Fund Expenditure Total:		348,371.60	602,000.00	232,844.36	487,000.00	652,000.00	8.3%	
Net Total 35-Liquid Fuels Fund:		185,552.64	40,731.00-	325,095.87	68,121.00	96,579.00-	137.1%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
40-Post Retire. Med./OPEB Fund								
INTEREST								
40-3410-8510	INTEREST FROM INVESTMENT	72,086.40	28,000.00	82,713.93	71,000.00	75,000.00	167.9%	
Total INTEREST:		72,086.40	28,000.00	82,713.93	71,000.00	75,000.00	167.9%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
MEDICAL EXPENSES								
40-4500-3156	HEALTH INSURANCE	77,238.13	121,824.00	120,542.12	121,824.00	126,600.00	3.9%	17 retired officers; 3 on full medical, 12 on supplemental insurance, 2 receiving % reimbursements, and 1 retired non-uniformed employee on supplemental insurance.
40-4500-3158	LIFE INSURANCE	2,927.49	3,578.00	3,257.12	3,224.00	3,578.00		
40-4500-3307	ACTUARY EXPENSE	6,200.00	2,200.00	1,100.00	1,100.00	6,200.00	181.8%	
40-4500-3350	FIDUCIARY BOND	345.10	350.00	1,484.00	1,484.00	1,500.00	328.6%	
40-4500-3807	INVESTMENT EXPENSES	10,573.53	10,500.00	11,460.86	11,000.00	11,000.00	4.8%	
Total MEDICAL EXPENSES:		97,284.25	138,452.00	137,844.10	138,632.00	148,878.00	7.5%	
40-Post Retire. Med./OPEB Fund Revenue Total:		72,086.40	28,000.00	82,713.93	71,000.00	75,000.00	167.9%	
40-Post Retire. Med./OPEB Fund Expenditure Total:		97,284.25	138,452.00	137,844.10	138,632.00	148,878.00	7.5%	
Net Total 40-Post Retire. Med./OPEB Fund:		25,197.85-	110,452.00-	55,130.17-	67,632.00-	73,878.00-	-33.1%	

	2021 Actual	2022 Budget	2022 Projected	2023	2024	2025	2026	2027	2028	2029	2030	2031+
PUBLIC WORKS - ROADS												
Vehicles												
GMC Chev Dump												
Ford F350 XLT(Fleet Maintenance)										\$82,572		
Peterbuilt Dump Truck 10 Wheel											\$235,725	
Ford F-550										\$105,915		
Ford F-550										\$107,463		
GMC 8500 Dump Truck (44K GVW)	\$154,779											
GMC 8500 Dump Truck (44K GVW)					\$180,861							
Replacement Vehicle - Due to long lead time, order in late 2021 for delivery in 2023-2024												
GMC Sierra 3500 Utility (Sign Truck)		\$69,655	\$68,011									
Replacement Vehicle.												
GMC Sierra 3500 Utility (Superintendent)					\$72,343							
Replacement Vehicle												
Peterbuilt Dump Truck (44K GVW, 6-wheel)											\$213,662	
Peterbuilt Dump Truck (44K GVW, 6-wheel)												\$220,409
Equipment												
Puckett Trailer (No Replacement)												
Crafco Crack Sealer					\$41,000							
8-Ton Roller		\$42,000		\$42,000								
Hudson Trailer (No Replacement)												
Compact Track Loader 325G												\$65,000
Attachments for Bobcat and Backhoe						\$50,000						
Paver					\$0							
Compressor/Tools							\$24,000					
Cam Superline Utility Trailer (single axle)												\$6,586
Cam Superline Utility Trailer (tandem axle)												\$8,000
Tree Chipper					\$41,000							
Brine Applicator		\$13,000	\$11,795					\$46,776				
Front End Loader												\$238,919
Eager Beaver Trailer												\$34,697
Large Pipe Televising Camera (50% with Util.)												\$62,277
Compact Excavator 50G CP 9/2 Not on insurance												\$80,000
Rear Cross Conveyor												\$21,302
Truck-Mounted Hopper Salt Spreader		\$7,000	\$6,172									
PUBLIC WORKS ROADS TOTAL	\$154,779	\$131,655	\$85,978	\$42,000	\$335,204	\$50,000	\$24,000	\$46,776	\$0	\$295,950	\$449,388	\$737,190
PUBLIC WORKS - PARKS												
Vehicles												
Ford F350 w/plow										\$67,928		
Ford F450 Landscape Body										\$67,101		
Big Tex 18' Landscape Trailer				\$4,345								
Big Tex Trailer 14'								\$3,500				\$2,274
Ford F350 w/plow							\$78,750					
Equipment												
Mower (walk behind)						\$6,500						
Mower - Grasshopper (sold 3 grasshoppers in 2021)	\$10,180											
Tractor		\$58,990	\$74,992									
Smithco Infielder												
New (2020) Smithfield Infielder												\$30,255
Mower - Ferris		\$17,072	\$10,874									
Mower - Grasshopper				\$17,499								
Ford Bucket Truck												\$17,205
Mower - Exmark Zero Turn					\$15,958							
Snow Blower (Bobcat attachment)						\$7,479						
Diamond Boom Mower 3 Pt		\$30,000	\$61,542								\$1,997	
Gator Kubota w/plow										\$28,361		
John Deere MX7 (instead of 2018 brush hog)												\$6,554
Wing Mower						\$35,000						
Frontier GM2190R Mower												\$8,193
Tracks for skid steer (purchased from savings of zero turn mower)			\$3,216.02									
PUBLIC WORKS PARKS TOTAL	\$10,180	\$106,062	\$150,624	\$21,844	\$15,958	\$48,979	\$78,750	\$3,500	\$0	\$163,389	\$1,997	\$64,482
PUBLIC WORKS - UTILITY (SEWER)												
Vehicles												
Ford F350 Pickup w/Plow												\$76,028

	2021 Actual	2022 Budget	2022 Projected	2023	2024	2025	2026	2027	2028	2029	2030	2031+
RAM 3500 w/o lift	\$61,175											\$80,000
RAM 3500 w/lift	\$64,855											\$80,000
Ford F350 Pickup								\$59,648				
2000 Gallon Jet Truck	\$281,244											\$300,000
Equipment												
Televising Equipment/Trailer							\$140,421					
Televising Equipment/Software												\$20,275
Large Pipe Televising Camera (50% w/ Roads)												\$62,277
PUBLIC WORKS UTILITY TOTAL	\$407,274	\$0	\$0	\$0	\$0	\$0	\$140,421	\$59,648	\$0	\$0	\$0	\$618,579
CODES / PUBLIC WORKS ADMIN												
Ford Escape - Inspector										\$33,513		
Ford Explorer - Director of Engineering						\$36,072						
Ford Escape - Codes Director									\$28,502			
Chevrolet Trax - Watton								\$21,141				
Toyota Rav (2019) - PW Director	\$33,385										\$35,000	\$38,000
CODES/PUBLIC WORKS ADMIN TOTAL	\$33,385	\$0	\$0	\$0	\$0	\$36,072	\$0	\$21,141	\$28,502	\$33,513	\$35,000	\$38,000
POLICE DEPARTMENT												
Vehicles												
4101: 2015 Ford Interceptor (Chief) 9/21 CP: del 2022 may transfer to patrol 41-08?			\$51,000							\$40,000		
4102: 2015 Ford Taurus (Captain)					\$52,000							
4103: 2017 Ford Taurus (Lieutenant)						\$35,334						
4104: 2014 Ford Explorer Interceptor							\$37,000					
4104: 2020 Ford Explorer Interceptor Hybrid									\$39,000			
4105: 2014 Ford Explorer Interceptor											\$41,000	
4105: 2020 Ford Explorer Interceptor Hybrid									\$39,000			
4106: 2018 Ford Explorer Interceptor				\$50,709					\$39,000			
4107: 2018 Ford Explorer Interceptor				\$50,709					\$39,000			
4108: 2016 Ford Explorer Interceptor CP 9/21/22 May take Chief's		\$54,000	\$62,058					\$38,000				
4109: 2019 Ford Taurus Sedan Interceptor					\$52,000					\$40,000		
4110: 2019 Ford Taurus Sedan Interceptor					\$52,000					\$40,000		
4111: 2015 Ford Taurus (CID - Sergeant Madormo) CP 9/21: Ram for 2022 del			\$54,500				\$37,000				\$41,000	
4113: 2015 Ford Explorer Interceptor	\$49,694							\$38,000				
4114: 2015 Ford Explorer Interceptor	\$47,501							\$38,000				
4115: 2018 Ford F150 Truck - Traffic Safety							\$37,000					
4116: 2013 Ford Fusion (CID - Detective Buchmann)	\$46,576									\$40,000		
4117: 2011 Ford Fusion (CID - 4th detective when replaced) (replace with Unmarked Traffic Unit Dodge)	\$39,338							\$38,000				
4118: 2020 Dodge Durango Pursuit Unmarked (Traffic Unit; includes fit out, speed devise, citation printer. Camera shown below.)									\$39,000			
4119: 2017 Ford Explorer Interceptor (vehicle will remain in fleet but will not be replaced)												
4120: 2015 Ford Taurus (CID - Detective Pezick)				\$33,106						\$40,000		
41xx - 2022 New Police Vehicle			\$63,815					\$38,000				
Equipment												
Molded seats for each existing vehicle												
In-Car Cameras (09/2021-Per Lee, will get pricing for new cameras with new vehicle purchase rather than all new at one time)												
Body Cameras		\$14,400	\$29,745	\$4,800		\$14,400	\$4,800			\$15,600	\$5,200	
Speeds signs - 1 new, 1 refurbished (BOS Amendment +\$1,100 on 2/23/2022)		\$1,100	\$4,921									
Variable Message Sign		\$21,000	\$17,150									
AED's (5)	\$3,872	\$1,275	\$1,275									\$10,000
POLICE TOTAL	\$186,980	\$91,775	\$284,464	\$139,323	\$156,000	\$49,734	\$115,800	\$190,000	\$195,000	\$215,600	\$87,200	\$10,000
GRAND TOTAL COST PER YEAR (ALL FUNDS)	\$825,983	\$329,492	\$521,066	\$203,166	\$507,162	\$184,784	\$358,971	\$321,065	\$223,502	\$708,453	\$573,585	\$1,468,251
General Fund Contribution to Fund 50	\$200,000	\$200,000		\$210,000	\$215,000	\$220,000	\$220,000	\$225,000	\$250,000	\$260,000	\$270,000	\$280,000
Sewer Construction Fund Contribution to Fund 50	\$160,000	\$0		\$0	\$0	\$0	\$140,421	\$59,648	\$0	\$0	\$228,000	\$618,579
Liquid Fuels (35) Funds - Use for PW-Roads, Vehicles Only	\$170,000	\$122,000		\$0	\$215,000	\$0	\$0	\$0	\$0	\$0	\$435,000	\$0

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
50-Vehicle & Equip Repl. Fund								
INTEREST								
50-3410-8510	INTEREST FROM INVESTMENT	2,651.57	1,500.00	6,716.09	4,200.00	6,000.00	300.0%	
Total INTEREST:		2,651.57	1,500.00	6,716.09	4,200.00	6,000.00	300.0%	
CONTRIBUTIONS								
50-3800-7910	TRANSFER	360,000.00	200,000.00	200,000.00	200,000.00	210,000.00-	-205.0%	
Total CONTRIBUTIONS:		360,000.00	200,000.00	200,000.00	200,000.00	210,000.00-	-205.0%	
EQUIPMENT SALES								
50-3910-8525	SALE AUTOMOBILE/EQUIPMEN	110,674.00	50,000.00	76,680.00	76,680.00	50,000.00		
Total EQUIPMENT SALES:		110,674.00	50,000.00	76,680.00	76,680.00	50,000.00	.00	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
CAPITAL PURCHASES								
50-5500-3213	EQUIPMENT	22,575.75	172,785.00	86,456.01	57,000.00	61,800.00	-64.2%	See Vehicle and Equipment Replacement Plan for details.
50-5500-3233	VEHICLE PURCHASE	635,521.24	168,000.00	297,562.42	190,000.00	217,000.00	29.2%	See Vehicle and Equipment Replacement Plan for details.
50-5500-3807	INVESTMENT EXPENSES	239.93	300.00	650.94	610.00	650.00	116.7%	Includes all banking and investment fees.
50-5500-8350	FED/STATE/COUNTY GRANTS	9,115.50-	15,000.00-	.00	.00	.00	-100.0%	21P: Grant for Police Body Cameras. 22B: Anticipate \$15K grant for Police Body Cameras.
Total CAPITAL PURCHASES:		649,221.42	326,085.00	384,669.37	247,610.00	279,450.00	-14.3%	
50-Vehicle & Equip Repl. Fund Revenue Total:		473,325.57	251,500.00	283,396.09	280,880.00	154,000.00-	-161.2%	
50-Vehicle & Equip Repl. Fund Expenditure Total:		649,221.42	326,085.00	384,669.37	247,610.00	279,450.00	-14.3%	
Net Total 50-Vehicle & Equip Repl. Fund:		175,895.85-	74,585.00-	101,273.28-	33,270.00	433,450.00-	481.1%	

**WEST WHITELAND FIRE COMPANY
EQUIPMENT REPLACEMENT SCHEDULE
2022 - 2028**

	2022	2023	2024	2025	2026	2027	2028
Brush 6 - Ford F350 2020							
Chief 2016 Ford Explorer (replacing with Ford P/U truck)	43197.5			\$40,000			
Deputy Chief 2018 Ford Explorer (replacing with Ford P/U truck)	43,198						\$40,000
Asst Chief 2019 Ford F150				42,000			
Squad 6 Ford F150 2016					\$47,000		
Engine 6-1 - Spartan Marion 2012						\$700,000	
Engine 6-2 - Spartan Marion 2012						\$700,000	
Rescue 6 - Spartan Gladiator 2008							\$550,000
Ladder 6 - Spartan/Smeal							
Stewart & Stevenson MTV Cargo Truck							
	\$86,395	\$0	\$0	\$82,000	\$47,000	\$1,400,000	\$590,000

Township Contributions to Fire and Ambulance Companies

Organization	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Request 2023	Forecast 2024	Forecast 2025
West Whiteland Fire Company	\$112,512	\$109,200	\$115,000	\$118,000	\$122,000	\$122,000	\$179,500	\$140,000	\$130,000	\$130,000
Fire Equipment Fund	<u>\$150,000</u>	<u>\$165,000</u>	<u>\$170,000</u>	<u>\$170,000</u>	<u>\$170,000</u>	<u>\$160,000</u>	<u>\$150,000</u>	<u>\$150,000</u>	<u>\$150,000</u>	<u>\$150,000</u>
Total Fire	\$262,512	\$274,200	\$285,000	\$288,000	\$292,000	\$282,000	\$329,500	\$290,000	\$280,000	\$280,000
<i>v. previous year</i>		4.5%	3.9%	1.1%	1.4%	-3.4%	16.8%	-12.0%	-3.4%	0.0%
<i>Ambulance contributions moved to Fire Budget</i>										
Uwchlan Ambulance Corp	\$7,000	\$10,000	\$10,000	\$16,500	\$19,000	\$19,000	\$44,000	\$44,000	\$35,000	\$45,000
Good Fellowship Ambulance Club	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$6,000</u>	<u>\$9,000</u>	<u>\$9,000</u>	<u>\$18,000</u>	<u>\$18,000</u>	<u>\$9,000</u>	<u>\$9,000</u>
Total Ambulance	\$12,000	\$15,000	\$15,000	\$22,500	\$28,000	\$28,000	\$62,000	\$62,000	\$44,000	\$54,000
<i>v. previous year</i>		25.0%	0.0%	50.0%	24.4%	0.0%	121.4%	0.0%	-29.0%	22.7%
Total Fire & Ambulance Funding	\$274,512	\$289,200	\$300,000	\$310,500	\$320,000	\$310,000	\$391,500	\$352,000	\$324,000	\$334,000
<i>v. previous year</i>		5.4%	3.7%	3.5%	3.1%	-3.1%	26.3%	-10.1%	-8.0%	3.1%

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
55-WWFC V & E Replacement Fund								
INTEREST								
55-3410-8510	INTEREST FROM INVESTMENT	4,716.79	2,600.00	8,415.27	3,343.00	3,500.00	34.6%	
Total INTEREST:		4,716.79	2,600.00	8,415.27	3,343.00	3,500.00	34.6%	
CONTRIBUTIONS								
55-3800-7910	TRANSFER	160,000.00	150,000.00	150,000.00	150,000.00	160,000.00	6.7%	Funding based on 10-year replacement plan.
Total CONTRIBUTIONS:		160,000.00	150,000.00	150,000.00	150,000.00	160,000.00	6.7%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
CAPITAL PURCHASES								
55-5550-3233	VEHICLE PURCHASE	.00	66,000.00	104,805.04	86,395.00	.00	-100.0%	
55-5550-3807	INVESTMENT EXPENSES	163.41	170.00	827.46	674.00	800.00	370.6%	
Total CAPITAL PURCHASES:		163.41	66,170.00	105,632.50	87,069.00	800.00	-98.8%	
55-WWFC V & E Replacement Fund Revenue Total:		164,716.79	152,600.00	158,415.27	153,343.00	163,500.00	7.1%	
55-WWFC V & E Replacement Fund Expenditure Total:		163.41	66,170.00	105,632.50	87,069.00	800.00	-98.8%	
Net Total 55-WWFC V & E Replacement Fund:		164,553.38	86,430.00	52,782.77	66,274.00	162,700.00	88.2%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
60-Police Pension Fund								
INTEREST								
60-3410-8510	INTEREST FROM INVESTMENT	412,197.21	160,000.00	429,912.80	365,901.00	365,000.00	128.1%	
Total INTEREST:		412,197.21	160,000.00	429,912.80	365,901.00	365,000.00	128.1%	
CONTRIBUTIONS								
60-3800-7910	TRANSFER	.00	.00	.00	.00	60,000.00		
60-3800-8512	EMPLOYEE CONTRIBUTION	215,084.37	195,000.00	188,855.77	175,453.00	185,000.00	-5.1%	
60-3800-9449	STATE CONTRIBUTION	772,464.00	.00	454,864.00	.00	501,287.00		
Total CONTRIBUTIONS:		987,548.37	195,000.00	643,719.77	175,453.00	746,287.00	282.7%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
POLICE PENSION PLAN								
60-5600-3307	ACTUARY EXPENSE	9,000.00	7,500.00	5,975.00	5,975.00	8,000.00	6.7%	
60-5600-3311	AUDITING SERVICES	2,500.00	.00	.00	.00	2,500.00		
60-5600-3349	RETIREE PAYMENT	879,777.13	880,000.00	896,903.48	915,000.00	930,000.00	5.7%	
60-5600-3350	FIDUCIARY BOND	2,674.51	2,800.00	1,483.00	1,483.00	1,483.00	-47.0%	
60-5600-3807	INVESTMENT EXPENSES	50,941.50	46,000.00	56,179.28	56,769.00	57,000.00	23.9%	
Total POLICE PENSION PLAN:		944,893.14	936,300.00	960,540.76	979,227.00	998,983.00	6.7%	
60-Police Pension Fund Revenue Total:		1,399,745.58	355,000.00	1,073,632.57	541,354.00	1,111,287.00	213.0%	
60-Police Pension Fund Expenditure Total:		944,893.14	936,300.00	960,540.76	979,227.00	998,983.00	6.7%	
Net Total 60-Police Pension Fund:		454,852.44	581,300.00-	113,091.81	437,873.00-	112,304.00	-119.3%	

	Funding	2022 Projected Thru 10/31/2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032+
Exton Crossroads 2.0												
Potential project from ULI study due Dec 2020	Now N/A											
1. Streetscapes/Intersections Plan	\$169,000		\$50,000	\$65,000								
Rt 100 (Exton train station-Swedesford Rd) & Rt 30 (Whitford Rd to Ship Rd)												
	Seek grant in 2023	\$50,000										
	WWT Transp Fund	\$65,000										
b. Wayfinding, signs, gateway amenities, esp linking historic sites												
	Seek grant in 2022	\$54,000	\$18,000	\$18,000	\$18,000							
c. Mobility Plan/Plan for e-bikes/scooters												
d. Bike/Ped Bridge(s) - Rt 100 (long-term)	N/A											
Bicycle & Pedestrian Plan												
1. Waterloo Blvd Sidewalk Gap from Rt 100 to Miller Park	\$5,000	\$0	\$5,000									
Build up embankment and let settle, then build asphalt sidewalk	WWT Transp Fund	\$5,000										
2. Whiteland Woods Trail To 30 Bypass (West side of PA 100)	\$350,000				\$80,000	\$270,000						
	WWT Public Service Fund? Grants?	\$350,000										
3. Whiteland Crest Connector to Exton Train Station (East side PA 100)	\$270,000					\$70,000	\$200,000					
	WWT Public Service Fund? Grants?	\$270,000										
4. CVT to Library Trail (alignment, ROW and permitting)		\$0	\$0	\$50,000	\$50,000							
Lay out trail to encourage construction through development	Seek partnership	\$100,000										
5. Lincoln Hwy to Commerce Drive trail							\$200,000	\$1,000,000				
	Grants, Developers, WWT Transp Fund CP 9/20: Delete?	\$1,200,000										
6. Waterloo/Swedesford Rd - Mall to Park bike lane							\$200,000					
	Grants, WWT Transp Fund CP 9/20: Delete?	\$200,000										
Act 209 Capital Improvements Plan												
1. Ship Road Couplet/CVT Connection (north leg)	\$1,800,000	\$97,699	\$1,632,301									
	PA Multi-Modal Grant (awarded August 2020)	\$940,000										
	WWT Transp Fund - Act 209 fees	\$860,000										
2. Whitford Rd: Waterloo to Clover Mill												
a. Lincoln Hwy to Waterloo Blvd - north half	\$295,300	\$160,300	\$0									
Add NB lane; south half done by developer	WWT Transp Fund - Act 209 fees	\$295,300										
b. Intersection of Whitford & Lincoln Hwy	\$2,500,000									\$2,500,000		
Add NB & SB thru lanes (through development)	Public Service Fund	\$2,500,000										
c. Intersection of Whitford & Commerce	\$2,883,000									\$2,883,000		
Add NB thru lane	Public Service Fund	\$2,883,000										
d. Intersection of Whitford & Clover Mill	\$243,000									\$243,000		
Add SB Whitford right-turn lane	Public Service Fund	\$243,000										
e. Ped access at Whitford train station	\$7,000,000									\$7,000,000		
NOT IN 209 PLAN - Encourage Septa to do study?	a - d: Fed/state grants, based on Act 209 est	\$6,300,000										

	Funding	2022 Projected Thru 10/31/2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032+	
<i>c - d: WWT Act 209 fees as 10% match</i>		\$700,000											
Exton Park Master Plan													
1. Swedesford Road Recreation Area													
a. Playgrounds, dog park, restrooms, parking, 2/3rds of landscaping		\$2,159,500	\$446,325	\$471,275									
<i>Chester County Grant (Awarded)</i>		\$250,000											
<i>DCNR Grant (Awarded)</i>		\$500,000											
<i>WWT Open Space Fund</i>		\$1,100,000											
<i>Fund 02 to 65 transfer for park restrooms (BoS 02092022)</i>		\$309,500											
b. Multipurpose field, trail to CVT, 2 pavilions, landscaping		\$700,000	\$10,535	\$689,465									
<i>Chester County Grant (apply in 2022) awarded</i>		\$250,000											
<i>DCNR Round 28 (awarded 2022/09)</i>		\$600,000											
<i>WWT Open Space Fund</i>		\$150,000											
<i>Partners, Leagues, etc (work on in 2021-22)</i>		\$50,000											
2. Existing Fields Amenities													
Restroom, parking, playground, pavilion, viewing platform		\$1,650,000			\$200,000	\$1,200,000							
<i>Chester County Grant (apply in 2023)</i>		\$250,000											
<i>State Grant (apply in 2024)</i>		\$500,000											
<i>2020 Bond Funds</i>		\$900,000											
3. Fitness Court		\$150,000		\$150,000									
<i>ARPA/Sponsor</i>		\$150,000											
4. Signage		\$35,000		\$35,000									
<i>WWT Public Service Fund</i>		\$35,000											
5. Riparian Buffer	Scale & timing TBD as grants become available	\$600,000									\$600,000		
Stormwater MS4 Pollutant Reduction Plan (3306)													
1. Swedesford Chase basin retrofits													
<i>DEP Grant (awarded)</i>		\$223,325		\$45,000	\$178,325								
2. St. Anne's La/Colebrook Rd./Whitford Hills Rd. Drainage	<i>WWT Public Service Fund</i>	\$60,000		\$60,000									
3. Hollyview	<i>WWT Public Service Fund</i>	\$40,000		\$40,000									
4. Boot Road/Greentree Basin	<i>WWT Public Service Fund</i>	\$40,000		\$40,000									
5. New Stormwater basin at Boot/GreenTree	<i>WWT Public Service Fund</i>	\$100,000		\$20,000	\$80,000								
6. Placeholder (remaining projects TBD)	<i>WWT Public Service Fund</i>	\$625,000			\$200,000	\$200,000	\$225,000						
Public Works Facility													
<i>2021P = 21A + 21P (design fee, arch fee, acquisition cost, GF fee)</i>		\$10,000,000	\$447,446	\$9,135,754									
<i>Sale of 222 Pottstown Pk (est)</i>		\$2,100,000											
<i>WWT Public Service Fund</i>		\$2,300,000											
<i>PA RACP Grant (awarded)</i>		\$1,200,000											
<i>2020 Bond Funds</i>		\$4,400,000											
Parks Capital Improvement Projects													
1. Boot Road Park - Picnic Tables, EV Charger, Shade Structures, Solar Array	<i>WWT Public Service Fund /Incentives (solar)</i>	\$226,000		\$226,000									
2. Meadowbrook Manor	<i>WWT Public Service Fund</i>	\$120,000		\$60,000									
3. Miller Park - Resurface Tennis Courts/Pickleball	<i>WWT Public Service Fund</i>	\$40,000		\$40,000									
Municipal Complex Capital Improvement Projects													
1. Sustainability - EV Charger(new) & Upgrade Existing	<i>WWT Public Service Fund</i>	\$14,000		\$14,000									
2. HVAC Units and Controls (Replacement)	<i>WWT Public Service Fund</i>	\$850,000			\$50,000	\$800,000							
3. TAC System (Software Upgrades)	<i>WWT Public Service Fund</i>	\$10,000			\$10,000								
4. Township Building Sign	<i>ARPA</i>	\$60,000		\$60,000									
5. Office reconfigurations (Police, Fin., Codes/PW)	<i>ARPA</i>	\$100,000		\$100,000									
GENERAL FUND SUBTOTAL		\$34,818,125	\$1,162,305	\$12,891,796	\$651,325	\$1,548,000	\$1,340,000	\$825,000	\$1,000,000	\$0	\$12,626,000	\$600,000	\$0

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
65-Public Service Fund								
INTEREST								
65-3410-8510	INTEREST FROM INVESTMENT	12,776.54	7,250.00	130,295.96	81,000.00	90,000.00	1141.4%	
Total INTEREST:		12,776.54	7,250.00	130,295.96	81,000.00	90,000.00	1141.4%	
INTERGOVERNMENTAL REVENUE								
65-3540-8350	FEDERAL GRANTS/STATE GRA	327,764.38	2,483,825.00	37,251.77	37,252.00	.00	-100.0%	2023P: \$250K - Exton Park DCED grant, rec'd 1/2023. \$223,325 - PRP Bood Rd/Greentree Ln, DEP Grant, expected before close of 2023.
Total INTERGOVERNMENTAL REVENUE:		327,764.38	2,483,825.00	37,251.77	37,252.00	.00	-100.0%	
Source: 3620								
65-3620-9001	TRANSFER FROM OTHER FUN	.00	309,500.00	309,500.00	309,500.00	.00	-100.0%	
Total Source: 3620:		.00	309,500.00	309,500.00	309,500.00	.00	-100.0%	
CONTRIBUTIONS								
65-3800-7910	TRANSFER	500,000.00	.00	.00	.00	160,000.00		2023B - \$358,759, Transfer ARPA funds to cover expense of electronic sign at Municipal Complex, Office Reconfiguration, Ship Road Couplet unanticipated project costs, Fitness Court @ Exton Park, Unanticipated costs of PWF Project. 2024B Includes Addtl Ship Road Couplet costs. See ARPA Spending Schedule ~2024 Contribution from General Fund to help fund Township Capital Projects.
65-3800-9001	TRANSFER FROM OTHER FUN	1,223,428.00	1,096,216.00-	1,995,000.00	585,216.00	1,510,000.00	-237.7%	2023P - Balance of Ship Road Couplet Project, transferred from Act 209 fees.
65-3800-9460	MISCELLANEOUS REVENUE	243.89	320.00	.00	.00	.00	-100.0%	
Total CONTRIBUTIONS:		1,723,671.89	1,095,896.00-	1,995,000.00	585,216.00	1,670,000.00	-252.4%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
PARKS & RECREATION								
65-4520-3450	CONTRACTED SERVICES	66,469.61	92,000.00	15,620.00	16,000.00	326,000.00	254.3%	Capital Improvement Plan (CIP) - Parks Capital Improvements Projects
Total PARKS & RECREATION:		66,469.61	92,000.00	15,620.00	16,000.00	326,000.00	254.3%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
PUBLIC SERVICE								
65-5650-3313	ENGINEERING	150,651.03	205,000.00	270,299.45	190,157.00	700,000.00	241.5%	See Capital Improvement Plan (CIP)
65-5650-3450	CONTRACTED SERVICES	960,921.04	10,886,525.00	1,151,774.24	962,701.00	11,691,796.00	7.4%	See Capital Improvement Plan (CIP)
65-5650-3533	TRANSFER	30,269.43	.00	.00	.00	.00		
65-5650-3784	LAND	205,327.93	1,200,000.00	.00	.00	.00	-100.0%	
65-5650-3807	INVESTMENT EXPENSES	.00	.00	2,560.12	2,286.00	3,000.00		
Total PUBLIC SERVICE:		1,347,169.43	12,291,525.00	1,424,633.81	1,155,144.00	12,394,796.00	0.8%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
MUNICIPAL COMPLEX								
65-5655-3450	CONTRACTED SERVICES	29,114.84	63,000.00	.00	63,000.00	174,000.00	176.2%	See Capital Improvements Plan (CIP) - Municipal Complex Capital Improvement Projects
Total MUNICIPAL COMPLEX:		29,114.84	63,000.00	.00	63,000.00	174,000.00	176.2%	
65-Public Service Fund Revenue Total:		2,064,212.81	1,704,679.00	2,472,047.73	1,012,968.00	1,760,000.00	3.2%	
65-Public Service Fund Expenditure Total:		1,442,753.88	12,446,525.00	1,440,253.81	1,234,144.00	12,894,796.00	3.6%	
Net Total 65-Public Service Fund:		621,458.93	10,741,846.00-	1,031,793.92	221,176.00-	11,134,796.00-	3.7%	

TECHNOLOGY

The technology budget (Fund 70) includes all network or Township-wide IT expenses, including hardware, software, annual maintenance contracts, consulting and initiatives. The expenses are allocated among the departments; transfers are made from the General Fund and Sewer Operating Fund to pay for the technology budget. Department-specific expenses are included in the department budgets.

Staffing: Administration department supplemented by IT consultant for security, monitoring and enhancements of the network, special projects, and 24/7 support.

2023 TOWNSHIP GOALS & SUPPORTING ACTIONS

Delivering reliable administrative services

- *Skilled staff with resources, training and encouragement to meet high standards*

Continue to build project teams in-house leading to more effective workflows and collaboration either in-person or remotely via technology including:

- Implement a project management platform utilizing existing software platforms for better collaboration and communication amongst staff;
- Continue to build upon our existing collaboration tools such as SharePoint (Board packets, budget tools, volunteer commission sites, contract management, etc.)
- Continue to build out communication and intranet site landing page(s) including employee benefits site and Board of Supervisors site, to improve overall internal communication; and
- Map online software training for employees including Office 365, SharePoint, ESRI (GIS), and Caselle/Munis (financial software). (\$4,000 in “special projects”, 70-6800-3708)

- *Sound financial planning to keep costs manageable and services reliable*

Complete the migration of the Township’s remaining server-based software (CODY) to the cloud which moves the infrastructure to an operating expense model rather than capital expense model. Technology costs are driven more by annual maintenance contracts instead of periodic expensive hardware or software purchases.

- *Professional systems stay on top of requirements and best practices*

Financial software – convert the existing financial software system (Caselle/database-driven) to an accounting software platform (MUNIS) in the cloud to better accommodate the financial and accounting needs of the Township. (one-time cost of \$48,000 – ARPA funding; on-going annual maintenance \$32,000)

ESRI - Enterprise System (GIS) – convert 2 existing individual licenses (\$8,000) to enterprise system with unlimited number of user licenses to integrate the data from the existing permit management system (\$25,200) and work order system (\$13,800). There is a one-time cost of \$68,000 (ARPA funding) which includes professional consulting for set-up and implementation. On-going annual maintenance \$27,500 resulting in a savings of \$19,500 annually beginning in 2024.

Security Operations Center (SOC) – continue to assess and put in place a variety of activities, including proactive monitoring, incident response and recovery, remediation activities, compliance, and coordination and context to ensure our network is protected 24/7 from possible malware, cyberattacks, and ransomware. (\$20,000/year)

Network hardware upgraded and replaced – on-site server(s), switches and hardware upgraded from 2012 to 2022 (\$133,000)

- *Efficient processes to meet the needs of constituents and co-workers*

Business Continuity Plan (BCP) – The Township’s information technology includes our network, servers, desktop and laptop computers and wireless devices. The ability to run both office productivity and enterprise software is critical. Our existing recovery strategies and procedures are in place so the technology can be restored under 4 hours to meet the needs of the business. In 2022, these procedures will be documented in a written BCP for all to access remotely, if needed. (staff time)

Continue organizing the employee intranet site on SharePoint online for easy access and by project. (staff time)

Finalize an information architecture plan for creating, storing and collaborating on files and outsource scanning from paper files to electronically filed and stored documents. (\$121,000)

2022 ACCOMPLISHMENTS

1. Remote Work Technology – Continued to train staff on the capabilities of the deployed technology allowing work from home including Axxess mobile app for new VoIP system, allowing calls to be answered remotely, MS Teams for instant messaging, video conferencing and collaboration.
2. Continued Enhancements to Business Continuity Plan - Researched and implemented strategies and platforms to maximize remote communication including:
 - a. Portable Audio Video equipment to utilize in the Police Roll Call and Training room and other conference rooms as needed for both internal and public meetings (\$8,000)
 - b. All onsite file storage for users converted to Office 365’s OneDrive; OneDrive training completed in-house
3. All six departments completed information architecture plan for creating, storing and collaborating on files and move from paper files to electronic documents. (staff time)
4. SharePoint as a Collaboration Tool - Built out communication and intranet site landing pages to improve overall internal communication with the addition of Useful Links, Meeting Room Reservations, Health & Wellness Updates, Upcoming Training Opportunities, and News from Around the Township.
5. Continue to streamline the onboarding process and performance review system to an entirely electronic process via Paytime, the Human Resources, timekeeping, and payroll software system. The employee self-service portal and telephone app allow employees to update personal information 24/7. The HR system allows for electronic personnel records as well as tracking of certifications, training, performance evaluations, and leaves of absence. This system is especially helpful for our remote workforce.
6. Online permitting and payments project begun in 2020 will launch by year-end for streamlined permit processing for sheds, fences, re-roofs, and fire operational permits. (staff time)

7. Online facility reservations and event management system remained with CivicRec instead of converting to MyREC as planned due to improvements made in the existing software platform; training completed by the Parks team. (staff time/\$750)
8. All employees complete online technology training including Cybersecurity Awareness, Security Basics, Preventing Phishing, Info Security, and Privacy & Data Security Awareness.
9. Redundant Network Connection – Established a backup plan in case our carrier goes down. With redundant connections, the firewall can be configured to switch from the primary connection automatically and seamlessly to a backup connection until things get back to normal. (Verizon/Comcast/4G Network-added resource for the VoIP system)
10. Continued to build upon our existing collaboration tools and to enhance our business continuity plan by creating workflows and documenting work processes within the SharePoint platform (i.e. right-to-know process)
11. Security Operations Center (SOC) – put in place proactive monitoring to ensure our network is protected 24/7 from possible malware, cyberattacks, and ransomware.
12. Multi-Factor Authentication for all users to combat data breaches, weak passwords, and phishing attacks.
13. Password Keeper implemented - secure password vault to assist users in managing their passwords and can stand in for our faulty, overworked memories. It also helps create better passwords, which makes the online existence less vulnerable to password-based attacks.
14. Secure Backup and Protection to be rolled out in the 4th quarter of 2022– additional security Backupify to ensure our Office365, OneDrive and SharePoint data is protected and accessible. (\$3,000)
15. Began the 2-year file conversion project to convert existing paper to electronic files and outsourcing the scanning. (\$30,000) NOTE: all record retention is electronic at this time

2023 BUDGET: Technology 5-Year Plan by Department

Item	Description	Status	Qty	2020 Budget	2020 Projection	2021 Budget	2021 Projection	2022 BUDGET	2022 Projection	2023 BUDGET	2024	2025	2026	2027
TOWNSHIP-WIDE/ENTERPRISE IT														
All - IT Consulting	General IT support	Renew		\$120,000	\$75,000	\$65,000	\$65,000	\$65,000	\$65,000	\$66,300	\$67,600	\$69,000	\$70,400	\$71,800
All - IT Consulting	Cloud/Network backup				\$40,000	\$15,000	\$15,000	\$15,500	\$15,000	\$16,000	\$16,500	\$17,000	\$17,500	\$18,000
All - IT Consulting	Special Projects - Report writing, integration, PC set-up, etc.				\$5,000	\$10,000	\$10,000	\$10,000	\$10,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
All - Cyber Consulting	Enhance network security	New		\$20,000	\$6,000	\$23,000	\$10,000	\$21,400	\$10,000	\$21,400	\$21,400	\$21,400	\$21,400	\$21,400
All - CISCO Switches	Connects devices	Replace			\$3,500							\$15,000		
All - Server and Storage Area Network		Replace								\$133,000				
All - A/V System for Main Meeting Room and Community Room	Add battery backup; mics and portable A/V; Maintenance	Renew			\$8,000	\$1,000	\$17,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
All - Laptops & Tablets: Monitor, Keyboard, Docking Station, OS License, hardware. UPS batteries, desktop printers, Wi-Fi devices, etc.	Annual replacement	Replace	10	\$3,000	\$6,000	\$26,000	\$26,000	\$26,500	\$26,000	\$27,000	\$27,500	\$28,000	\$28,500	\$28,500
All - Sonic Wall	Renewal	Renewal								\$2,000				\$2,000
All - Switches (Cisco, Dell) Warranty	Renewal	Renewal				\$4,000	\$0	\$0	\$0	\$8,000			\$5,000	
All - SAN Warranty	Renewal	Renewal				\$5,500	\$0	\$5,500	\$0					
All - Server Warranty	Renewal	Renewal				\$5,500	\$0	\$5,500	\$0					
All - Office 365	MS Office, SharePoint Support	Renew		\$21,000	\$23,600	\$24,100	\$24,100	\$24,100	\$24,100	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
All - Adobe Acrobat Professional, misc. software	ProDC2016 TLP level 1 Online	Renew		\$6,400	\$3,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,100	\$5,100	\$5,200	\$5,300	\$5,400
All - Paytime (Kronos)	Timekeeping/Payroll	Renew		\$6,000	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500
All - CivicPlus, Civic Rec	Website, facility reservations	Renew		\$7,700	\$7,700	\$7,900	\$7,940	\$8,200	\$8,000	\$8,400	\$8,600	\$8,800	\$9,000	\$9,200
All - Virtual Receptionist	Informational Directory	Renew		\$500	\$590		\$200	\$0	\$200	\$200	\$200	\$200	\$200	\$200
All - Go Daddy, Cisco, etc.	Public DNS, hosted websites	Renew		\$2,000	\$1,000	\$1,500	\$750	\$1,500	\$750	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
All - Training	All software	New		\$4,000	\$1,000	\$3,000	\$3,000	\$15,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
All - Copiers	Copiers in various depts	Ongoing	5	\$16,920	\$16,920	\$16,920	\$16,920	\$16,920	\$16,920	\$16,920	\$16,920	\$17,000	\$17,000	\$17,000
All - Plotter and Scanner	Plotter and Scanner	Ongoing	1	\$4,620	\$4,620	\$4,620	\$4,620	\$4,620	\$4,620	\$4,620	\$4,620	\$5,000	\$5,000	\$5,000
All - Copier supplies	Ink, paper (part of copier lease)	Ongoing		\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
All - Document Conversion to Digital	Most departments							\$100,000	\$19,000	\$131,000				
All-Small Gov't. ESRI Enterprise License	All Departments	New								\$27,500	\$27,500	\$27,500	\$27,500	\$27,500
All-ESRI Advantage Program	All Departments	New								\$68,000				
All - Finance Software Conversion - Caselle to MUNIS										\$74,900				
Subtotal IT use of reserves for 1-time cost (ARPA Funding)						\$15,000	\$0	\$111,000	\$19,000	\$406,900				
Remaining Shared Township-Wide IT				\$220,140	\$213,930	\$214,540	\$217,030	\$226,240	\$182,090	\$260,440	\$225,440	\$243,600	\$236,300	\$235,500
Total Township-Wide IT Costs						\$229,540	\$217,030	\$337,240	\$201,090	\$667,340	\$225,440	\$243,600	\$236,300	\$235,500
DEPARTMENT-SPECIFIC IT														

2023 BUDGET: Technology 5-Year Plan by Department

Item	Description	Status	Qty	2020 Budget	2020 Projection	2021 Budget	2021 Projection	2022 BUDGET	2022 Projection	2023 BUDGET	2024	2025	2026	2027
Paytime (Kronos)	HR	Renew		\$6,000	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500	\$5,600	\$5,700	\$5,800	\$5,900	\$6,000
Subtotal - Admin				\$6,000	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500	\$5,600	\$5,700	\$5,800	\$5,900	\$6,000
Police - Cody System	Records management	Renew		\$0	\$1,900	\$12,200	\$11,700	\$13,500	\$11,700	\$18,200	\$18,500	\$18,750	\$19,000	\$20,000
Police - Cody Pathfinder Transition Initial Fee	Record Management	New								\$7,300				
Police - Live Scan and CPIN	Fingerprinting, pictures	Renew		\$6,600	\$6,600	\$6,600		\$6,700	\$6,700	\$6,500	\$6,600	\$6,700	\$6,800	\$6,900
Police - TraCS	Electronic citation filing	Renew		\$2,100	\$1,700	\$2,100	\$1,700	\$2,100	\$1,700	\$2,100	\$2,100	\$2,100	\$2,100	\$2,100
Police - Mobile Fingerprint Unit	Maintenance Agreement	Renew		\$2,400	\$2,400	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Police - Power DMS	Document/Policy Management	Renew		\$4,300	\$4,250	\$4,250	\$4,700	\$4,700	\$4,700	\$6,000	\$5,400	\$5,400	\$5,400	\$5,400
Police - Guardian Tracking	Performance Mgt & Evaluation	Renew		\$1,200	\$1,200	\$1,400	\$1,415	\$1,450	\$1,415	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Police - PowerTime aka Planit Police	Scheduling System	Renew		\$1,500	\$1,600	\$1,600	\$1,555	\$1,600	\$1,555	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700
Police - WatchGuard ELC	Mobile cloud support for cameras - extended warranty	Renew		\$1,800	\$1,800	\$1,800	\$2,250	\$2,250	\$2,250	\$2,250	\$2,250	\$2,250	\$2,250	\$2,250
Police - WatchGuard	Cloud Storage	Renew				\$16,500		\$17,700	\$17,700	\$18,800	\$20,000	\$21,000	\$21,000	\$21,000
Police - Crime Watch	CJIS-compliant web, social media	Renew		\$6,100	\$5,000	\$5,500	\$5,500	\$5,600	\$5,500	\$5,900	\$5,900	\$6,000	\$6,000	\$6,000
Police-Cellebrite	Forensic Software	New		\$1,350	\$1,350	\$1,500		\$0	\$0	\$4,200	\$3,250	\$3,250	\$3,250	\$3,250
Police - PlateLogiq Automated License Plate Recognition	Current (4) Four Cameras	Renew				\$5,400	\$6,217	\$5,400	\$6,217	\$6,600	\$6,700	\$6,800	\$6,900	\$7,000
Police - PlateLogiq Automated License Plate Recognition	(3) Three Cameras	New						\$0	\$0	\$5,200	\$5,200	\$5,200	\$5,200	\$5,200
Police - PlateLogiq Automated License Plate Recognition	(4) Four Cameras	New						\$0	\$0	\$6,800	\$6,800	\$6,800	\$6,800	\$5,200
Police- CLEAR Access	Real Time Arrest and Incarceration Records CID	Renew						\$3,000	\$2,500	\$2,500	\$2,600	\$2,600	\$2,700	\$2,800
Police - Leads Online	Investigation System	Renew						\$1,900	\$1,900	\$1,900	\$2,000	\$2,200	\$2,300	\$2,500
Police- All Traffic Solutions	Variable Message Sign and Trailer	Renew						\$1,500	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Subtotal - Police				\$27,350	\$27,800	\$60,850	\$37,037	\$69,400	\$71,837	\$105,450	\$92,500	\$94,250	\$94,900	\$94,800
Finance - Munis Server Trf	Gen Ledger & Database Admin	Terminate		\$5,000	\$5,000	\$5,200	\$2,600	\$500	\$2,600					
Finance - Munis	Tyler SaaS (Financial, Revnue, Content Mgmt)	New		\$23,000	\$23,000	\$24,000	\$12,000	\$2,000	\$12,000	\$5,000	\$32,000	\$32,500	\$33,000	\$33,500
Finance - Caselle	Gen Ledger & Database	New					\$70,500	\$31,200	\$31,200	\$31,200	\$0	\$0	\$0	
Finance - Synopsis	Forecasting Tool			\$0	\$14,500	\$9,500	\$9,500	\$9,500	\$9,500	\$0	\$0	\$0	\$0	
Subtotal - Finance				\$41,500	\$42,500	\$38,700	\$94,600	\$43,200	\$55,300	\$36,200	\$32,000	\$32,500	\$33,000	\$33,500
Solid Waste - Edmunds	Trash/Recycling Billing	Terminate		\$700	\$800	\$700	\$700		\$5,000					
Solid Waste - Munis	Trash/Recycling Billing	New								\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Solid Waste - Caselle	Trash/Recycling Billing	Terminate						\$860	\$860	\$860				
Solid Waste - Recycle Coach	Recycling Education	Renew		\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200					
Subtotal - Solid Waste				\$1,900	\$2,000	\$1,900	\$1,900	\$2,060	\$7,060	\$2,860	\$2,000	\$2,000	\$2,000	\$2,000
Sewer - Edmunds	Sewer Billing	Renew		\$5,900	\$6,600	\$6,000	\$6,100		\$6,100					

2023 BUDGET: Technology 5-Year Plan by Department

Item	Description	Status	Qty	2020 Budget	2020 Projection	2021 Budget	2021 Projection	2022 BUDGET	2022 Projection	2023 BUDGET	2024	2025	2026	2027
Sewer - Caselle	Sewer Billing	Renew						\$6,942	\$6,953	\$6,942				
Sewer - Munis	Sewer Billing	New								\$0	\$14,925	\$7,200	\$7,200	\$7,200
Sewer - Munis (payment portal for billing)	Sewer Billing	New								\$7,100	\$2,200	\$2,200	\$2,200	\$2,200
Sewer - Utilities Televising	Win Can VX-Infinity-Expert-1			\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Sewer - Pub Works Assets	Traisr Support	Renew		\$13,500	\$13,500	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$0	\$0	\$0	
Sewer - PW Work Order Ticketing System	Work Order Ticketing System	New						\$8,334	\$7,715	\$0	\$0	\$0	\$0	
Sewer - SCADA - Whel-Tech	Pump Station Monitoring System	New						\$6,800	\$6,800	\$6,800	\$6,800	\$6,800	\$6,800	\$6,800
Subtotal - Sewer				\$21,400	\$22,100	\$22,000	\$22,100	\$38,076	\$43,568	\$36,842	\$25,925	\$18,200	\$18,200	\$18,200
Pub Works (Roads) - PW Work Order Ticketing System	Work Order Ticketing System	New						\$8,333	\$7,715	\$0				
	ArcGIS/ESRI Support	Renew		\$2,000	\$2,000	\$2,000	\$2,000	\$4,000	\$4,000					
Subtotal - PW (Roads)				\$2,000	\$2,000	\$2,000	\$2,000	\$12,333	\$2,000	\$0	\$0	\$0	\$0	\$0
Pub Works (Parks) - PW Work Order Ticketing System	Work Order Ticketing System	New						\$8,333	\$7,715	\$0				
Subtotal - PW (Parks)	No dept-specific IT							\$8,333	\$7,715	\$0	\$0	\$0	\$0	\$0
Codes - Permits	Traisr Support	Renew		\$13,500	\$13,500	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000				
Codes - Bluebeam	PDF plan review markup/stamp	New					\$450	\$500	\$200	\$200	\$200	\$200	\$200	\$200
Subtotal - Codes				\$13,500	\$13,500	\$14,000	\$14,450	\$14,500	\$14,200	\$14,200	\$200	\$200	\$200	\$200
Planning - ArcGIS	ArcGIS/ESRI Support	Renew		\$2,000	\$2,000	\$2,000	\$2,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Subtotal - Planning				\$2,000	\$2,000	\$2,000	\$2,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Remaining Dept- Specific Technology				\$121,100	\$123,700	\$146,950	\$179,587	\$197,402	\$211,180	\$205,152	\$162,325	\$156,950	\$158,200	\$158,700
GRAND TOTAL TECHNOLOGY EXPENSES				\$335,790	\$331,330	\$376,490	\$396,617	\$534,642	\$412,270	\$872,492	\$387,765	\$400,550	\$394,500	\$394,200

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
70-Technology Fund								
INTEREST								
70-3410-7910	TRANSFER	241,696.00	226,240.00	226,240.00	226,240.00	667,340.00	195.0%	2023 Includes one time only ARPA transfer to cover current expenses.
70-3410-8510	INTEREST FROM INVESTMENT	208.58	150.00	1,338.88	600.00	800.00	433.3%	
Total INTEREST:		241,904.58	226,390.00	227,578.88	226,840.00	668,140.00	195.1%	
MISCELLANEOUS								
70-3620-9460	MISCELLANEOUS REVENUE	11,545.44	.00	552.83	.00	.00		
Total MISCELLANEOUS:		11,545.44	.00	552.83	.00	.00	.00	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
OPERATING EXPENDITURE								
70-6800-3708	COMPUTER MAINTENANCE	310,986.46	337,240.00	171,715.24	337,240.00	582,440.00	72.7%	See Technology Schedule
70-6800-3807	INVESTMENT EXPENSES	68.42	100.00	198.65	120.00	200.00	100.0%	
Total OPERATING EXPENDITURE:		311,054.88	337,340.00	171,913.89	337,360.00	582,640.00	72.7%	
70-Technology Fund Revenue Total:		253,450.02	226,390.00	228,131.71	226,840.00	668,140.00	195.1%	
70-Technology Fund Expenditure Total:		311,054.88	337,340.00	171,913.89	337,360.00	582,640.00	72.7%	
Net Total 70-Technology Fund:		57,604.86-	110,950.00-	56,217.82	110,520.00-	85,500.00	-177.1%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
95-Crime Prevention Fund								
INTEREST								
95-3410-8510	INTEREST FROM INVESTMENT	6.79	5.00	63.20	5.00	50.00	900.0%	
Total INTEREST:		6.79	5.00	63.20	5.00	50.00	900.0%	
CONTRIBUTIONS								
95-3800-8570	CONTRIBUTIONS	7,983.10	.00	8,873.00	6,435.00	.00		
Total CONTRIBUTIONS:		7,983.10	.00	8,873.00	6,435.00	.00	.00	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
VARIOUS EXPENSES								
95-7600-3533	TRANSFER	3,100.00-	.00	.00	.00	.00		
95-7600-3807	INVESTMENT EXPENSES	.00	.00	14.03	13.00	20.00		
95-7600-7100	MISCELLANEOUS EXPENDITUR	10,408.25	3,000.00	2,884.16	4,876.00	2,000.00	-33.3%	
Total VARIOUS EXPENSES:		7,308.25	3,000.00	2,898.19	4,889.00	2,020.00	-32.7%	
95-Crime Prevention Fund Revenue Total:		7,989.89	5.00	8,936.20	6,440.00	50.00	900.0%	
95-Crime Prevention Fund Expenditure Total:		7,308.25	3,000.00	2,898.19	4,889.00	2,020.00	-32.7%	
Net Total 95-Crime Prevention Fund:		681.64	2,995.00-	6,038.01	1,551.00	1,970.00-	-34.2%	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
96-WCRERT Fund (agency fund)								
INTEREST								
96-3410-8510	INTEREST	31.47	25.00	112.57	75.00	100.00	300.0%	
Total INTEREST:		31.47	25.00	112.57	75.00	100.00	300.0%	
MISCELLANEOUS								
96-3620-9460	MISCELLANEOUS REVENUE	2,000.00	.00	.00	.00	.00		
Total MISCELLANEOUS:		2,000.00	.00	.00	.00	.00	.00	
CONTRIBUTIONS								
96-3800-8570	CONTRIBUTIONS	35,000.00	35,000.00	30,000.00	35,000.00-	35,000.00		Seven member municipalities contribute \$5K/year.
Total CONTRIBUTIONS:		35,000.00	35,000.00	30,000.00	35,000.00-	35,000.00	.00	

Account Number	Account Title	2021 Prior year Actual	2022 Current year Budget	2022 Current year Actual	2022 Current year Projected budget	2023 Final Projected Budget	% Change PY/CY	Budget Notes
POLICE DEPARTMENT								
96-4100-3213	EQUIPMENT	50,708.69	50,000.00	23,902.49	25,000.00	50,000.00		
96-4100-3245	SUPPLIES	2,572.79	4,000.00	3,172.97	4,000.00	4,000.00		
96-4100-3807	INVESTMENTS EXPENSES	.00	.00	275.00	300.00	300.00		
Total POLICE DEPARTMENT:		53,281.48	54,000.00	27,350.46	29,300.00	54,300.00	0.6%	
96-WCRERT Fund (agency fund) Revenue Total:		37,031.47	35,025.00	30,112.57	34,925.00-	35,100.00	0.2%	
96-WCRERT Fund (agency fund) Expenditure Total:		53,281.48	54,000.00	27,350.46	29,300.00	54,300.00	0.6%	
Net Total 96-WCRERT Fund (agency fund):		16,250.01-	18,975.00-	2,762.11	64,225.00-	19,200.00-	1.2%	
Net Grand Totals:		781,226.36	14,855,506.00-	3,560,843.42	647,570.00	15,009,643.00-	1.0%	