

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
PROGRAM COMMENTARY
FISCAL YEAR 2010

Department:
Administrative Services

Program:
Finance

Activity:
Central Purchasing

Program Code:
120

BASIC FUNCTIONS:

SIGNIFICANT INCREASES OR DECREASES:

Program Highlights:

SIGNIFICANT ITEMS OF CAPITAL OUTLAY:

NET BUDGET CHANGE:

FUNDING SOURCE:

NET STAFF CHANGE:

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
PERSONNEL SERVICES AND STAFFING SUMMARY
FISCAL YEAR 2010

Department:		Program:		Activity:		Program Code:	
Administrative Services		Finance		Central Purchasing		120	
Object Code	Object of Expenditure Titles	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
						Department Recommended	Manager Approved
101	Full time Salaries	28,083.97	29,367.88	30,469.08	30,451.00	33,273.00	24,774.00
102	Part time Salaries						
103	Overtime						
104	Temporary Salaries						
	Fringe benefits	9,241.00	9,362.00	9,521.00	9,454.00	11,588.08	10,938.00
	Total	\$ 37,324.97	\$ 38,729.88	\$ 39,990.08	\$ 39,905.00	\$ 44,861.08	\$ 35,712.00
No. of Positions							
Regular Staff Summary By Classifications		2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
						Department Recommended	Manager Approved
Purchasing Agent		1	1	1	1	1	1
Total		1	1	1	1	1	1

TOWNSHIP OF GALLOWAY ANNUAL BUDGET

PERSONNEL SERVICES

Budget Request Computations FY2010

Position Classification	Code	Grade	Step	Months	Monthly Salary	Annual Total	Budget Allocation	Proposed Budget	Adopted Budget
Purchasing Agent Krause				12	\$ 4,621	\$ 55,455	100%	\$ 55,455	\$ 55,455
Subtotal								\$ 55,455	\$ 55,455
Less 40% to Utility								\$ 22,182	\$ 22,182
40 Furlough Days									\$ (8,499)
Grand Total Regular Salaries								\$ 33,273	\$ 24,774

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
PERSONNEL SERVICES SUMMARY
FISCAL YEAR 2010

Department:				Program:		Activity:				Program Code:			
Administrative Services				Finance		Central Purchasing				120			
Item Title	Positions						Dollars						
	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010		2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010		
					Dept Req.	Mgr Appr.					Dept. Req.	Mgr. Appr.	
FRINGE BENEFITS:													
Health Insurance	1	1	1	1			7,200	7,200	7,200	7,200	7,440	7,440	
Pension											1,603	1,603	
Social Security	1	1	1	1			2,041	2,162	2,321	2,254	2,545	1,895	
Total Fringe Benefits	2	2	2	2	0	0	9,241	9,362	9,521	9,454	11,588	10,938	

TOWNSHIP OF GALLOWAY ANNUAL BUDGET

PERSONNEL SERVICES (continued)

Budget Request Computations

FISCAL YEAR 2010

Benefits:	No.	Base Rate	Months	Annual Salaries	Annual Benefits	Budget Allocation	Proposed Budget
Health Insurance:							
Single				N/A			
Parent/Child				N/A			
Family	1	1,000	12	N/A	12,000	62%	7,440
Pension:							
PERS	1	2,585	N/A	N/A	2,585	62%	1,603
PFRS		22,772	N/A	N/A	-		-
Social Security	N/A	7.65%	N/A	\$ 33,273.00	2545.3845	100%	2545.3845
Total Fringe Benefits:							11,588

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
NONPERSONNEL EXPENSE SUMMARY
FISCAL YEAR 2010

Department:		Program:		Activity:		Program Code:	
Administrative Services		Finance		Central Purchasing		120	
Object Code	Object of Expenditure Titles	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
						Department Recommended	Manager Approved
201	Advertising						
202	Rental	1,018.00	1,800.00	1,800.00	2,000.00	1,800.00	1,800.00
203	Conference, Conventions & Dues	461.00	500.00	328.00	475.00	475.00	400.00
204	Office Supplies/Stationary	596.69	684.93	155.24	250.00	250.00	225.00
205	Printing and Copying	1,109.75	1,464.89	1,224.10	950.00	950.00	950.00
206	Books, Periodicals and Dues	167.75	255.00	320.00	250.00	250.00	200.00
207	Postage	200.00	405.00	800.00	750.00	750.00	750.00
208	Maintenance & Repairs of Equipment	2,126.86	1,637.50	1,360.50	1,523.14	1,500.00	1,500.00
209	Office Equipment	539.95	86.68	25.19	270.00	-	-
211	Reimbursement of Business Expense	-	5.00	2.80	45.86	50.00	50.00
212	Taxes, Fees & Charges	25.00	-	-	-	-	-
subtotal		6,245.00	6,839.00	6,015.83	6,514.00	6,025.00	5,875.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
NONPERSONNEL EXPENSE SUMMARY cont.
FISCAL YEAR 2010

Department:		Program:		Activity:		Program Code:	
Administrative Services		Finance		Central Purchasing		120	
						2010	
Object Code	Object of Expenditure Titles	2006 Actual	2007 Actual	2008 Actual	2009 Budget	Department Recommended	Manager Approved
	subtotal forward	6,245.00	6,839.00	6,015.83	6,514.00	6,025.00	5,875.00
	Total Services and Supplies	6,245.00	6,839.00	6,015.83	6,514.00	6,025.00	5,875.00
	CAPITAL OUTLAY						
	Total Capital Outlay	0	0	0	0	0	0
	Grand Total Other Expenses	6,245.00	6,839.00	6,015.83	6,514.00	6,025.00	5,875.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
GENERAL SUMMARY BY OBJECT CODE
FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:
Administrative Services	Finance	Central Purchasing	120

OBJECT NUMBER: 10-01-20-130-120-202	ACCOUNT TITLE: Rental
-------------------------------------	-----------------------

Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Copier Rental	1,018.00	1,800.00	1,800.00	2,000.00	1,800.00	1,800.00

	Total:				1800	1800
--	--------	--	--	--	------	------

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
 GENERAL SUMMARY BY OBJECT CODE
 FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:			
Administrative Services	Finance	Central Purchasing	120			
OBJECT NUMBER: 10-01-20-130-120-203		ACCOUNT TITLE: Conference, Convention and Seminars				
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Conferences; Meetings	461	500	328	475	475	400
Total:					475	400

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
GENERAL SUMMARY BY OBJECT CODE
FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:
Administrative Services	Finance	Central Purchasing	120

OBJECT NUMBER: 10-01-20-130-120-204	ACCOUNT TITLE: Office Supplies/Stationary
-------------------------------------	---

Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Office Supplies	596.69	684.93	155.24	250.00	250.00	225.00
Total:					250	225

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
 GENERAL SUMMARY BY OBJECT CODE
 FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:
Administrative Services	Finance	Central Purchasing	120

OBJECT NUMBER: 10-01-20-130-120-205	ACCOUNT TITLE: Printing and Copying
-------------------------------------	-------------------------------------

Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Copy Paper	1,109.75	1,464.89	1,224.10	950.00	950.00	950.00
Asset ID Tags						
Blank PO Forms						
Total:					950.00	950.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
 GENERAL SUMMARY BY OBJECT CODE
 FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:
Administrative Services	Finance	Central Purchasing	120

OBJECT NUMBER: 10-01-20-130-120-206	ACCOUNT TITLE: Books, Periodicals and Dues
-------------------------------------	--

Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Purchasing Assoc. Dues 2010 NJ Statutes 40 & 40A	167.75	255.00	320.00	250.00	250.00	200.00
Total:					250.00	200.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
 GENERAL SUMMARY BY OBJECT CODE
 FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:
Administrative Services	Finance	Central Purchasing	120

OBJECT NUMBER: 10-01-20-130-120-207	ACCOUNT TITLE: Postage
-------------------------------------	------------------------

Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Postage	200.00	405.00	800.00	750.00	750.00	750.00
Total:					750.00	750.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
 GENERAL SUMMARY BY OBJECT CODE
 FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:
Administrative Services	Finance	Central Purchasing	120

OBJECT NUMBER: 10-01-20-130-120-208	ACCOUNT TITLE: Maintenance and Repairs
-------------------------------------	--

Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
	2,126.86	1,637.50	1,360.50	1,523.14	1,500.00	1,500.00

Total:					1,500.00	1,500.00
--------	--	--	--	--	----------	----------

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
 GENERAL SUMMARY BY OBJECT CODE
 FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:
Administrative Services	Finance	Central Purchasing	120

OBJECT NUMBER: 10-01-20-130-120-209	ACCOUNT TITLE: Office Equipment
-------------------------------------	---------------------------------

Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved

	539.95	86.68	25.19	270.00	-	
Total:					-	-

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
 GENERAL SUMMARY BY OBJECT CODE
 FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:
Administrative Services	Finance	Central Purchasing	120

OBJECT NUMBER: 10-01-20-130-120-211	ACCOUNT TITLE: Reimbursement Business Expenses
-------------------------------------	--

Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Reimb for Tolls - JIF Meetings	-	5.00	2.80	45.86	50.00	50.00
Total:					50.00	50.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
 GENERAL SUMMARY BY OBJECT CODE
 FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:
Administrative Services	Finance	Central Purchasing	120

OBJECT NUMBER: 10-01-20-130-120-212	ACCOUNT TITLE: Taxes, Fees & Charges
-------------------------------------	--------------------------------------

Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved

	25.00	-	-	-	-	-
Total:					-	-