

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
GENERAL SUMMARY
FISCAL YEAR 2010

Department:	Program:		Activity:		Program Code:	
Finance	Municipal Assessor		Property Assessment		122	
Classification	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Department Recommended	Manager Approved
Salaries and Benefits	\$ 248,209.35	\$ 163,654.80	\$ 177,856.19	\$ 179,943.00	\$ 242,771.36	\$ 171,618.00
Services and Supplies	\$ 58,522.52	\$ 56,908.86	\$ 58,417.16	\$ 81,890.00	\$ 88,728.00	\$ 77,692.00
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 306,731.87	\$ 220,563.66	\$ 236,273.35	\$ 261,833.00	\$ 331,499.36	\$ 249,310.00
Fund Title						
General Fund	\$ 306,731.87	\$ 220,563.66	\$ 236,273.35	\$ 261,833.00	\$ 331,499.36	\$ 249,310.00
TOTAL FUNDING	\$ 306,731.87	\$ 220,563.66	\$ 236,273.35	\$ 261,833.00	\$ 331,499.36	\$ 249,310.00
TOTAL POSITIONS	5	5	5	3	4	3

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
PROGRAM COMMENTARY
FISCAL YEAR 2010

Department: Finance	Program: Municipal Assessor	Activity: Property Assessment	Program Code: 122
<p>BASIC FUNCTIONS:</p> <p>The Property Assessment Division is responsible for the discovery and location of all property within the Municipality, listing all property in the Assessor's Field Book, determination of taxability of all property maintenance of sales equalization ration program, maintenance of deduction, exemption, abatement programs, defense of appeals, supervision and maintenance of reassessment and/or revaluations.</p> <p>Program Highlights:</p> <p>The goals of the Assessor's Office is to maintain fair assessments of all properties in order for the tax burden to be distributed equitably, to provide management with timely, accurate and sufficient reports and analyses as needed, to provide quality service to the public and other Township Departments.</p> <p>The divisions objectives in meeting these goals are to have field representatives review and inspect on a regular basis all properties that have been issued building permits. The 2010 Tax Year this office will also begin to review all homes that have not had any additions and/or renovations since the Revaluation of 2009.</p> <p>NET BUDGET CHANGE:</p> <p>NET STAFF CHANGE:</p>		<p>SIGNIFICANT INCREASES OR DECREASES:</p> <p>Total Increase over 2009 = \$4,410.00. Gave additional increases in several line items to allow cost increases next yr. Additional increase in \$62,828 salaries & benefits for full time Field Inspector.</p> <p>SIGNIFICANT ITEMS OF CAPITAL OUTLAY:</p> <p>FUNDING SOURCE:</p>	

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

Department: Finance		Program: Municipal Assessor		Activity: Property Assessment		Program Code: 122	
Object Code	Object of Expenditure Titles	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
						Department Recommended	Manager Approved
101	Full time Salaries	174,488.35	127,195.80	138,856.19	133,714.00	171,325.00	118,777.00
102	Part time Salaries	-	-	-			
103	Overtime	-	-	-	-		
104	Temporary Salaries						
	Fringe benefits	73,721.00	36,459.00	39,000.00	46,229.00	71,446.36	52,841.00
	Total	\$ 248,209.35	\$ 163,654.80	\$ 177,856.19	\$ 179,943.00	\$ 242,771.36	\$ 171,618.00
No. of Positions							
Regular Staff Summary By Classifications		2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
						Department Recommended	Manager Approved
Municipal Assessor		1	1	1	1	1	1
Assistant Assessor		1	1	1	1	1	1
Sr. Field Rept.		0	0	1	0		
Field Rept.		2	2	1	0	1	0
Sr. Assessing Clerk		1	1	1	1	1	1
Total		5	5	5	3	4	3

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
PERSONNEL SERVICES SUMMARY
FISCAL YEAR 2010

Department:		Program:		Activity:				Program Code:				
Finance		Municipal Assessor		Property Assessment				122				
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	5	5	5	3	4		68,081	26,729	28,378	36,000	48,000	36,000
Pension	5	5	5	3	4					-	10,340	7,755
Social Security	5	5	5	3	4		5,640	9,731	10,623	10,229	13,106	9,086
Total Fringe Benefits	15	15	15	9	12	0	73,721	36,459	39,000	46,229	71,446	52,841

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	4	1,000	12	N/A	48,000	100%	48,000
Pension:							
PERS	4	2,585	N/A	N/A	10,340	100%	10,340
PFRS		22,772	N/A	N/A	-		-
Social Security	N/A	7.65%	N/A	\$ 171,325.00	13106.3625	100%	13106.3625
Total Fringe Benefits:							71,446

TOWNSHIP OF GALLOWAY ANNUAL BUDGET
NONPERSONNEL EXPENSE SUMMARY
FISCAL YEAR 2010

Department:		Program:		Activity:		Program Code:	
Finance		Municipal Assessor		Property Assessment		122	
Object Code	Object of Expenditure Titles	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
						Department Recommended	Manager Approved
201	Advertising	28.08	23.76	-	50.00	50.00	50
202	Rental	3,000.00	2,429.20	2,282.56	2,100.00	2,636.00	2,500.00
203	Conference, Conventions & Dues	2,886.00	1,897.00	1,263.49	2,000.00	3,500.00	2,000.00
204	Office Supplies/Stationary	1,660.21	347.20	517.04	1,200.00	1,500.00	1,000.00
205	Printing and Copying	3,987.71	2,910.25	4,088.63	3,600.00	4,000.00	3,000.00
206	Books, Periodicals and Dues	520.00	521.00	262.50	800.00	1,000.00	600.00
207	Postage	5,670.04	7,480.03	6,154.52	7,700.00	10,000.00	8,000.00
208	Maintenance & Repairs of Equipment	677.10	1,828.26	1,117.00	5,000.00	5,000.00	4,000.00
209	Office Equipment	869.00	-	-	500.00	6,000.00	-
211	Reimb. Bus. Exp.	12.15	13.10	-	50.00	50.00	50.00
213	Uniforms	643.51	-	-	-	200.00	-
215	Professional	17,005.00	9,498.17	8,663.82	15,000.00	15,000.00	16,000.00
216	Technical	15,900.00	13,650.00	14,575.00	26,500.00	16,000.00	17,000.00
219	Expendable Supplies	771.72	-	-	500.00	700.00	400.00
xxx	Gasoline	1,700.00	2,500.00	2,500.00	1,060.00	2,000.00	2,000.00
xxx	Vehicle Maintenance	3,000.00	5,500.00	7,429.00	5,830.00	6,092.00	6,092.00
xxx	Assessor Legal	192.00	8,310.89	9,563.60	10,000.00	15,000.00	15,000.00
subtotal		58,522.52	56,908.86	58,417.16	81,890.00	88,728.00	77,692.00

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

Department:		Program:		Activity:		Program Code:	
Finance		Municipal Assessor		Property Assessment		122	
						2010	
Object Code	Object of Expenditure Titles	2006 Actual	2007 Actual	2008 Actual	2009 Budget	Department Recommended	Manager Approved
	subtotal forward	58,522.52	56,908.86	58,417.16	81,890.00	88,728.00	77,692.00
	Total Services and Supplies	58,522.52	56,908.86	58,417.16	81,890.00	88,728.00	77,692.00
	CAPITAL OUTLAY						
	Total Capital Outlay	0	0	0	0	0	0
	Grand Total Other Expenses	58,522.52	56,908.86	58,417.16	81,890.00	88,728.00	77,692.00

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-20-150-000-201	ACCOUNT TITLE: Advertising
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Assessor	28.08	23.76	-	50.00	50.00	50.00
Legal Notice Per State Statue NJSA 54:4-38						
Total:					50.00	50.00

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-20-150-000-202	ACCOUNT TITLE: Rental
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Copy Machine & Fax Repairs Savin Color Copier	3,000.00	2,429.20	2,282.56	2,100.00	2,636.00	2,500.00
Total:					2,636.00	2,500.00

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

Department:	Program:	Activity:	Program Code:		
Finance	Municipal Assessor	Property Assessment	122		
OBJECT NUMBER: 10-01-20-150-000-203		ACCOUNT TITLE: Conference, Convention and Seminars			
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010
					Dept. Rec. Mgr. Approved
Assessors June Conference League of Municipalities Continuing Education Courses for Assessor and Staff of 3	2,886.00	1,897.00	1,263.49	2,000.00	3,500.00 2000.00
Total:					3,500.00 2,000.00

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-20-150-000-204	ACCOUNT TITLE: Office Supplies/Stationary
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
General Office Supplies	1,660.21	347.20	517.04	1,200.00	1,500.00	1,000.00
Total:					1,500.00	1,000.00

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-20-150-000-205	ACCOUNT TITLE: Printing and Copying
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Tax List Binders	3,987.71	2,910.25	4,088.63	3,600.00	4,000.00	3,000.00
Assessment Notices						
Farmland Forms						
Tax Maps						
Total:					4,000.00	3,000.00

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-20-150-000-206	ACCOUNT TITLE: Books, Periodicals and Dues
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Membership Dues for Atlantic County & State Association for Municipal Assessor	520.00	521.00	262.50	800.00	1,000.00	600.00
Total:					1,000.00	600.00

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-20-150-000-207	ACCOUNT TITLE: Postage
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Assessment Notices	5,670.04	7,480.03	6,154.52	7,700.00	10,000.00	8,000.00
Income & Expense Forms (Certified)						
Exemption Further Statements						
Farmland Forms						
Added Assessment Notices						
Regular Mail						
Total:					10,000.00	8,000.00

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-20-150-000-208	ACCOUNT TITLE: Maintenance and Repairs
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Copy Machine & Fax Machine	677.10	1,828.26	1,117.00	5,000.00	5,000.00	4,000.00
Total:					5,000.00	4,000.00

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

Department:	Program:	Activity:	Program Code:			
Finance	Municipal Assessor	Property Assessment	122			
OBJECT NUMBER: 10-01-20-150-000-209		ACCOUNT TITLE: Office Equipment				
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
4 PC Stations Per Eric McCarthy Recommendations	869.00	-	-	500.00	6,000.00	-
Total:					6,000.00	-

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-20-150-000-211	ACCOUNT TITLE: Reimb. Bus. Exp.
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Tolls & Parking Fees	12.15	13.10	-	50.00	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:			
Finance	Municipal Assessor	Property Assessment	122			
OBJECT NUMBER: 10-01-20-150-000-213		ACCOUNT TITLE: Uniforms				
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Uniforms & Shoes for 1 Field Inspector	643.51	-	-	-	200.00	-
Total:					200.00	-

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-20-150-000-215	ACCOUNT TITLE: Professional
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Dixon/Engineer Tax Map/Revisions	17,005.00	9,498.17	8,663.82	15,000.00	15,000.00	16,000.00
Total:					15,000.00	16,000.00

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-20-150-000-216	ACCOUNT TITLE: Technical
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Computer Contract Vital Computer Services MOD IV & CAMA Services	15,900.00	13,650.00	14,575.00	26,500.00	16,000.00	17,000.00
Total:					16,000.00	17,000.00

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-20-150-000-219	ACCOUNT TITLE: Expendable Supplies
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved

Tape Measures Camera for Field Work Film	771.72	-	-	500.00	700.00	400.00
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					700.00	400.00
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TOWNSHIP OF GALLOWAY ANNUAL BUDGET
GENERAL SUMMARY BY OBJECT CODE
FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-31-447-122-401	ACCOUNT TITLE: Gasoline
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Gasoline Use for (1) Field Inspection Car & Pool Car Use	1,700.00	2,500.00	2,500.00	1,060.00	2,000.00	2,000.00
Total:					2,000.00	2,000.00

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-26-315-122-210	ACCOUNT TITLE: Vehicle Maintenance
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Service & Repairs for 2001 Dodge Neon	3,000.00	5,500.00	7,429.00	5,830.00	6,092.00	6,092.00
Total:					6,092.00	6,092.00

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

Department:	Program:	Activity:	Program Code:
Finance	Municipal Assessor	Property Assessment	122

OBJECT NUMBER: 10-01-20-155-000-301	ACCOUNT TITLE: Assessor Legal
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Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Tax Appeal Attorney Thomas H. Smith Michael J. Blee	192.00	8,310.89	9,563.60	10,000.00	15,000.00	15,000.00
Total:					15,000.00	15,000.00