

2020 Operations Budget – January 6, 2020



Topics

- Budget Timeline
- Library, Tourism, Economic Development Expense Budgets
- Fees & Revenue

Budget Timeline



Expense Budgets

- Library
- Economic Development
- Tourism

Library 1 of 2



2020 Budget Library

	Account	Total 2019 Proj	Total 2019 Budget	Total 2020 Budget	Higher / (Lower)	Notes
Expenses						
Salaries & Benefits	0000	144,071	142,645	145,500	2,855	
Training Fees	0000-3020	-	100	100	-	
Membership Fees	0000-3023	100	50	100	50	
Meeting Expenses	0000-3030	105	400	400	-	
Health & Safety Supplies	0000-3040	32	-	30	30	
Insurance	0000-3090	464	480	500	20	
Office Supplies	0000-3100	353	1,500	1,500	-	
Computer Printer Supplies	0000-3110	560	-	-	-	
Postage	0000-3120	425	175	1,500	1,325	
Books	0000-3123	11,081	10,572	12,000	1,428	
Subscriptions	0000-3124	605	450	525	75	
SOLS Pools	0000-3125	390	325	400	75	
Other	0000-3129	212	120	125	5	
Photocopier Maintenance	0000-3131	810	1,500	1,710	210	
Computer	0000-3132	153	1,000	2,000	1,000	
Equipment Maintenance	0000-3134	-	150	-	(150)	

Library 2 of 2



2020 Budget Library

	Account	Total 2019 Proj	Total 2019 Budget	Total 2020 Budget	Higher / (Lower)	Notes
Expenses						
Computer Licenses	0000-3140	4,591	3,630	4,330	700	
Childrens Programs	0000-3153	773	500	500	-	
Maintenance Supplies	0100-3201	-	50	50	-	
Maintenance Contract	0000-3210	1,499	500	500	-	
Cleaning Contracts	0100-3211	-	1,300	2,000	700	
Repairs	0000-3217	2,860	2,500	500	(2,000)	
Other Building Contracts	0000-3219	-	-	-	-	
Telephone	0000-3230	976	1,000	1,100	100	
Internet	0000-3232	1,366	1,300	1,300	-	
Insurance	0100-3290	412	425	500	75	
Bank Charges	0000-5810	44	50	50	-	
Total		171,880	170,722	177,220	6,498	
					3.8%	

Economic Development 1 of 2



2020 Budget Ec Dev

	Total 2019 Proj	Total 2019 Budget	Total 2020 Budget	Higher / (Lower)	Notes
Expenses					
Salaries & Benefits	110,124	110,556	109,313	(1,243)	
Travel Mileage	462	1,500	1,500	-	
Travel Non Mileage	78	500	400	(100)	
Travel Meals	110	300	150	(150)	
Training Mileage	215	-	250	250	
Training Accommodation	-	200	-	(200)	
Training Other	-	200	-	(200)	
Training Materials	1,071	3,000	3,000	-	
Conference Fees	791	1,500	1,500	-	
Membership Fees	1,503	1,600	1,600	-	
Meeting Expenses	30	1,400	1,000	(400)	
Office Supplies	944	1,000	1,000	-	
External Printing Costs	236	2,500	2,500	-	
Other	30,528	30,000	-	(30,000)	Bicycle Ferry Study
Computer	176	650	500	(150)	

Economic Development 2 of 2



2020 Budget Ec Dev

	Total 2019 Proj	Total 2019 Budget	Total 2020 Budget	Higher / (Lower)	Notes
Expenses					
Computer Licenses	585	-	500	500	
Advertising Community	11,232	11,000	10,000	(1,000)	
Promotional Materials	16,069	16,000	13,000	(3,000)	
Public Relations	3,083	500	2,500	2,000	
Community Branding	-	-	5,000	5,000	Moved from Tourism
Fort Town TV Videos	-	-	3,000	3,000	Moved from Tourism
Events	-	-	5,500	5,500	Year-in-review, Ferry Project
Telephone	-	1,000	-	(1,000)	
Cellular	866	1,000	1,000	-	
Data Communications	13,981	12,590	14,000	1,410	EORN Broadband
Data Communications	6,680	8,000	6,680	(1,320)	EORN 5G Cell Project
Clothing	192	500	500	-	
Consulting Services	3,434	5,000	2,500	(2,500)	
Contracted Services	16,888	17,150	17,000	(150)	Economic Corridor
Total	219,277	227,646	203,893	(23,753)	

Tourism 1 of 3



2020 Budget Tourism

	Account	Total 2019 Proj	Total 2019 Budget	Total 2020 Budget	Higher / (Lower)	Notes
Expenses						
Salaries & Benefits	0000	73,090	69,579	70,950	1,371	
Travel Accomodation	0000-3001	-	500	-	(500)	
Travel Non-Mileage	0000-3002	51	300	50	(250)	
Travel Meals	0000-3003	118	300	150	(150)	
Travel Other	0000-3004	-	100	-	(100)	
Training Accomodation	0000-3011	995	350	1,000	650	
Training Non-Mileage	0000-3012	95	100	100	-	
Training Meals	0000-3013	341	100	350	250	
Training Other	0000-3014	40	100	50	(50)	
Training Fees	0000-3020	3,734	3,500	3,500	-	
Conference Fees	0000-3022	80	1,800	500	(1,300)	
Membership Fees	0000-3023	862	3,000	1,500	(1,500)	
Meeting Expenses	0000-3030	-	250	-	(250)	
Office Supplies	0000-3100	534	200	550	350	
External Printing Costs	0000-3111	1,280	5,000	2,000	(3,000)	
Computer Supplies	0000-3110	295	-	300	300	
Subscriptions	0000-3124	824	500	1,000	500	
Other	0000-3129	789	1,000	1,000	-	
Office Equipment	0000-3130	-	250	-	(250)	
Equipment Maintenance	0000-3134	2,442	1,250	2,500	1,250	
Advertising Community	0000-3150	5,880	7,700	6,500	(1,200)	

Tourism 2 of 3



2020 Budget Tourism

	Account	Total 2019 Proj	Total 2019 Budget	Total 2020 Budget	Higher / (Lower)	Notes
Expenses						
Promotional Materials	0000-3152	1,611	2,200	1,500	(700)	
Public Relations	0000-3153	414	4,000	4,000	-	
Community Branding	0301-3153	-	5,000	-	(5,000)	Moved to Economic Development
Fort Town TV Videos	0302-3153	-	3,000	-	(3,000)	Moved to Economic Development
Shakespeare's Garden	0303-3153	3,504	3,500	3,500	-	
Communities in Bloom Nation	0304-3153	2,950	5,700	5,500	(200)	CIB Initiatives
3rd Party Tourism Grants	0000-6099	49,000	21,400	21,400	-	Shakespeare, Night Run, Zombie Walk
Great Lakes Waterfront Trail -	0307-3153	-	5,000	5,000	-	Bridge for trail
Community Cleanup	0308-3153	65	700	500	(200)	
Memorials and Mon	0309-3153	67	-	500	500	
Lighthouse	0310-3153	10,227	3,500	7,500	4,000	Offsetting Revenue
Lighthouse - internet	0310-3232	348	250	350	100	Offsetting Revenue
Lighthouse - CC charges	0310-5811	150	50	150	100	Offsetting Revenue
Port of Call Upgrades	0311-3153	-	4,000	4,000	-	Tables, Benches, Bins
National Garden Days	0315-3153	-	500	500	-	
Taste of Prescott	0316-3153	8,155	6,500	7,500	1,000	
Movie Nights	0317-3153	1,729	1,500	1,800	300	
Canada Day	0318-3153	8,169	9,500	9,500	-	
Outdoor Easels	0319-3153	458	1,000	500	(500)	
Christmas in July	0320-3153	-	1,000	-	(1,000)	

Tourism 3 of 3



2020 Budget Tourism

	Account	Total 2019 Proj	Total 2019 Budget	Total 2020 Budget	Higher / (Lower)	Notes
Expenses						
Trucking for a Cure	0321-3153	400	1,500	500	(1,000)	
Christmas Decorations	0322-3153	2,598	8,500	8,500	-	
Pumpkin Parade	0323-3153	323	500	500	-	
Christmas Parade	0324-3153	1,023	1,500	1,500	-	
Christmas Messaging	0325-3153	175	1,000	500	(500)	
Tree Lighting Celebration	0328-3153	-	500	500	-	
Founders Day	0326-3153	677	1,000	1,000	-	
Other	0327-3153	1,556	2,500	2,500	-	
Business Fair Expo	0332-3153	-	500	-	(500)	
Fort Town Night Run	0333-3153	-	1,500	-	(1,500)	
Earth Day	0334-3153	-	1,000	500	(500)	
Doors Open	0335-3153	-	300	-	(300)	
Prescott Proud T-Shirts	0336-3153	-	500	500	-	
National Tree Planting Day	9000-3153	-	1,000	500	(500)	
Zoombie Walk	0330-3153	-	1,000	500	(500)	
Hydro	0250-3220	1,311	1,600	1,400	(200)	
Cellular Services	0000-3231	1,314	1,200	1,350	150	
Signage	0000-3232	928	1,000	1,000	-	
Fuel	0000-3301	90	700	500	(200)	
Repairs	0000-3340	350	150	350	200	
Equipment Rental	0000-5030	5,943	6,000	6,000	-	
Total		194,985	207,629	193,800	(13,829)	
					-6.7%	

Summary to Date Expenses

	2019 Budget	2019 Projection	2020 Budget	Budget to Budget	Budget to Projection	Notes	Transfer to Reserves
Health Services	361,271	348,722	356,587	(4,684)	7,865		7,800
Social Services	793,912	793,859	823,022	29,110	29,163		-
Administration	1,287,215	1,276,374	1,301,990	14,775	25,616		255,517
Protective Services	2,145,619	2,073,986	2,165,333	19,564	91,347		300,000
Planning	40,570	50,754	66,824	26,254	16,070		-
Transportation	2,235,751	2,219,414	2,261,191	25,440	41,777		24,200
Environmental	303,100	304,594	307,500	4,400	2,906		7,700
Parks & Recreation	1,441,890	1,362,882	1,408,287	(33,753)	45,506		352,550
Library, Ec Dev, Tou	604,997	586,142	574,913	(30,084)	(11,229)		-
Total	9,214,325	9,016,727	9,265,647	51,322	248,920		947,767
% Change				0.6%	2.8%		
Water & Wastewater	2,874,985	2,874,985	2,874,985	-	-		380,915
Modernization	591,400	591,400	-	(591,400)	(591,400)		-

Fees & Revenue

- Administration
- Protective Services
- Transportation & Environmental
- Health & Social Services
- Parks & Recreation
- Planning & Development

Administration Revenue

	2019 Budget	2019 Projection	2020 Budget	Budget to Budget	Budget to Projection	Notes	From Reserves
OMPF	1,551,100	1,551,100	1,552,300	1,200	1,200	As per notice	
Marriage	5,500	8,600	8,500	3,000	(100)		
Lottery	12,000	5,480	5,500	(6,500)	20		
Admin Fees	13,500	18,753	20,000	4,500	1,247		
Dividends	62,700	57,047	57,100	5,600	53	Dividends and Rebates	
Short Term Int.	100,000	92,174	100,000	-	7,826		
Ceremonies	5,700	6,376	6,400	700	24		
Death Cert.	1,300	1,200	1,200	(100)	-		
Oaths	200	500	500	300	-		
Interest Taxes	131,000	119,548	120,000	(11,000)	452		
Tax Cert.	2,400	1,880	1,900	(500)	20		
Total	1,885,400	1,862,658	1,873,400	(12,000)	10,742		-
Modernization	591,400	591,400	-	(591,400)	(591,400)		

Health & Social Services Revenue

	2019 Budget	2019 Projection	2020 Budget	Budget to Budget	Budget to Projection	Notes	From Reserves
Health Centre	25,400	20,628	20,600	(4,800)	(28)		
St. Law Lodge	80,800	80,986	81,000	200	14		
Total	106,200	101,614	101,600	(4,600)	(14)		-

Parks & Recreation Revenues

	2019 Budget	2019 Projection	2020 Budget	Budget to Budget	Budget to Projection	Notes	From Reserves
Walker House	63,500	65,968	65,400	1,900	(568)		-
Rec – Programs	7,000	6,411	6,500	(500)	89		-
Marina	335,340	327,512	355,570	20,230	28,058	Breaking Even	-
Pool	15,949	14,064	14,100	(1,850)	36		-
Community Ctr	5,000	9,808	10,000	5,000	192		-
Library	170,722	170,126	177,220	6,498	7,094		-
Total	597,511	593,889	628,790	31,278	34,901		-

Total Operations Revenues not including Property Taxes

	2019 Budget	2019 Projection	2020 Budget	Budget to Budget	Budget to Projection	Notes	From Reserves
Administration	1,885,400	1,862,658	1,873,400	(12,000)	10,742		-
Protective	199,314	187,413	191,819	(7,495)	4,406		30,000
Trans & Enviro	451,658	466,926	464,158	12,500	(2,768)		-
Health & Social	106,200	101,614	101,600	(4,600)	(14)		-
Parks & Rec	597,511	593,889	628,790	31,278	34,901		-
Planning & Dev	84,150	94,683	60,250	(23,900)	(34,433)		-
Total	3,324,233	3,307,183	3,320,017	(4,216)	12,834		30,000
Modernization	591,400	591,400	-	(591,400)	(591,400)		-

Next Budget Meeting – January 20, 2020

Topic

- Operations Budget Review
- Taxation
- Projects Review

