



**Corporation of the Town of Ingersoll
Council Agenda
Special Meeting of Council
Town Centre, Council Chambers
Thursday, January 24, 2019, 6:30 p.m.**

Call to Order

Disclosures of Pecuniary Interest

2019 Budget Consideration

- 1) [2019 Operating Budget](#)

Upcoming Council Meetings

Special Meeting of Council – Budget 2019

Thursday, February 7, 2019, 6:30 p.m.
Town Centre, Council Chambers

Regular Meeting of Council

Monday, February 11, 2019, 6:00 p.m.
Town Centre, Council Chambers

Council Committee Meetings

Please check the events calendar at www.ingersoll.ca in the event of changes to Committee meeting dates and times

Harvest Festival

4th Wednesday of the Month
Cheese and Agricultural Museum
6:30 p.m.

Ingersoll BIA

2nd Tuesday of the Month
Town Centre, JC Herbert Room
6:30 p.m.

Safe Cycling Committee

2nd Thursday of the Month
Town Centre, JC Herbert Room
6.30pm

Museum Committee

3rd Thursday of the Month
Cheese Museum
6:30 p.m.

Recreational Trails Committee

3rd Wednesday of the Month
Town Centre, JC Herbert Room
6:30 p.m.

Police Services Board

4th Monday of the Month
Town Centre, JC Herbert Room
6:00 p.m.

Transportation Committee

4th Wednesday of Every Other Month
Town Centre, Engineering Board Room
10:00 a.m.

Adjournment

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**Town of Ingersoll
2019 Budget - Draft
January 24, 2019**

Introduction

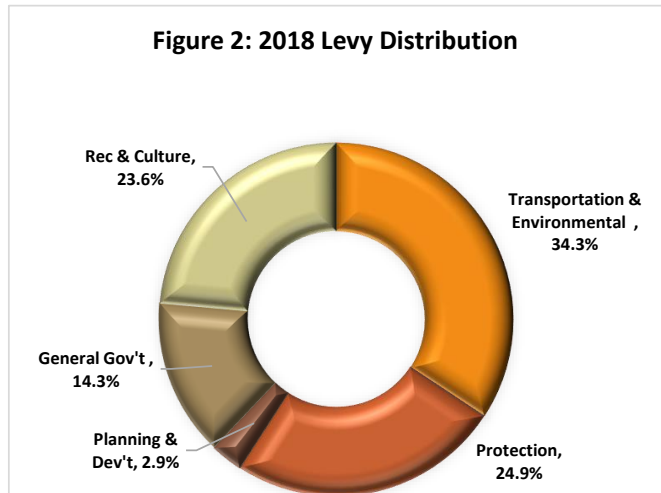
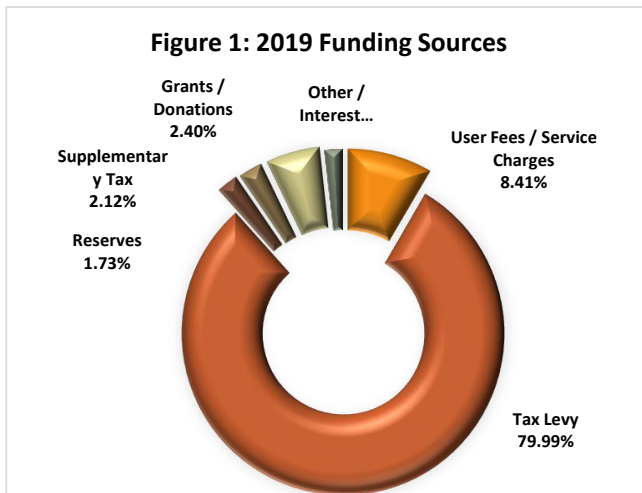
Operating Budget

The 2019 budget presents a total gross expenditures of \$18.2 million (\$18 million -2018). Property taxes remain the Town's largest source of revenue comprising 80% of the total funding sources included in the 2019 budget. The total requirement from taxation in 2019 is \$14.5 million, compared to \$14.2 million in 2018. This represents an increase in the levy of \$340,368 or 2.40%.

The 2019 recommended budget maintains the current level of services, requires no new debenture financing, and is aligned with Council's strategic priorities.

The proposed 2.40% increase reflects a 1.76 % or a \$35 increase for the average single family residential property.

Comments are provided for each division / activity as a basis for the budget deliberations. Comments highlight the key factors and implications of the proposed 2019 budget.



Since the last submission presented to Council on December 12th, 2018, staff has made the following adjustments

2019 Operating Budget Adjustments	Increase/ (Decrease), \$	Tax Levy Increase %
Tax Levy Starting Point - December 12th, 2018	\$ (14,574,349)	2.68%
Park and Rec - Increased Fitness Revenue	\$ (28,816)	
Cemetery Board Budget	\$ (41,835)	
Interest Revenue	\$ (10,000)	
Ontario Cannabis Legalization Implementation Grant	\$ (6,854)	
Cancel Run Ingersoll and Haunted House Programs	\$ (6,925)	
Other payroll related savings	\$ (3,658)	
OMPF - Further cutting (assume a 25% reduction of 2018 allocation)	\$ 33,050	
Council - SOMA trip to Asia	\$ 10,000	
Parking enforcement contracted services	\$ 10,000	
Increase legal services	\$ 5,000	
Tax Levy Decrease from last submission	\$ (40,038)	
Tax Levy Ending Point - January 24, 2019	\$ (14,534,311)	2.40%

**Town of Ingersoll
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Introduction

2019 Operating Budget Highlights

Provides \$3.4 million in public safety (police, fire and bylaw).

Provides \$2.1 million for road safety, street lights, maintenance and environmental services.

Supports local non profits, community groups and young athletes.

Continues to focus on economic development supporting innovation, attracting and retaining businesses and includes a \$50,000 provision for community improvement grants and incentives.

Grows reserves and reserve funds to support future infrastructure needs.

Provides \$250 thousand in continued funding for the Multi Use Recreational Facility.

Provides \$750 thousand to address growing infrastructure gap.

Continues the Town's effort to stop landfill through a communication strategy, technical expert advise and continuous support to other landfill opponents.

Budget Key Drivers	Increase/(Decrease), \$ (000's)	
Debt servicing costs (paid off two debentures in 2018)	\$	(110)
Increased investment revenue (increased interest and cash balances)	\$	(70)
Cemetery Board Budget	\$	(42)
Program revenues (Arena and VPCC)	\$	(48)
Payroll, Benefits	\$	184
Decline in non-taxation revenue (user fees, donations and licensing)	\$	103
OPP 2018 Contract renewal Not controlled by the Town	\$	62
Cancelation of CPP and 1,000 Officers Grants Not controlled by the Town	\$	65
Further cuts to the OMPF Not controlled by the Town	\$	83
Additional Funding for Landfill Opposition	\$	50
Contracted services (Parking enforcement, legal and paratransit)	\$	25
Other (utilities, equipment repair and maintenance, etc.)	\$	38
Tax Levy Increase	\$	340

**Town of Ingersoll
2019 Budget - Draft
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Summary All Departments by Revenue/Expense Grouping

	Actual	YTD Actual	Budget		Projection	Change
	2017	2018	2018	2019	2020	2018 to 2019 (fav) unfav
REVENUE						
SALE OF GOODS OR SERVICES	(129,874)	(110,085)	(100,955)	(91,755)	(94,225)	9,200
PERMITS/LICENSES	(397,065)	(228,578)	(206,300)	(199,595)	(193,600)	6,705
ICE RENTAL	(227,163)	(201,046)	(231,343)	(244,965)	(244,965)	(13,622)
RENT / LEASES	(217,659)	(199,596)	(197,867)	(194,057)	(196,367)	3,810
USER FEES	(273,236)	(267,768)	(247,760)	(263,266)	(264,541)	(15,506)
MEMBERSHIPS	(124,350)	(129,215)	(130,614)	(156,800)	(156,800)	(26,186)
RECOVERIES	(85,521)	(124,734)	(120,650)	(105,964)	(88,964)	14,686
COUNTY RECOVERY	(315,754)	(230,092)	(329,278)	(303,748)	(304,008)	25,530 (1)
TAXATION - LEVY	(13,765,555)	(14,157,219)	(14,193,943)	(14,534,311)	(14,617,048)	(340,368) (2)
TAXATION - SUPPLEMENTARIES & OTHER	(512,577)	(493,126)	(384,834)	(384,983)	(384,983)	(149)
INTEREST / DIVIDENDS	(844,681)	(715,485)	(599,600)	(669,500)	(669,500)	(69,900) (3)
GRANTS / SUBSIDIES / REBATES	(141,967)	(136,590)	(156,475)	(63,863)	(45,738)	92,612 (4)
LAND SALES	(132,703)	(244,646)	0	0	0	--
PROGRAM REVENUES	(246,078)	(219,707)	(287,395)	(271,779)	(271,779)	15,616
DONATIONS / FUNDRAISING	(184,950)	(217,460)	(159,824)	(124,650)	(124,650)	35,174
	<u>(17,599,134)</u>	<u>(17,675,347)</u>	<u>(17,346,838)</u>	<u>(17,609,236)</u>	<u>(17,657,168)</u>	<u>(262,398)</u>
EXPENSE						
SALARIES, WAGES & BENEFITS	6,460,019	6,578,244	6,812,211	6,996,272	7,157,745	184,061 (5)
ADMINISTRATIVE EXPENSE	72,203	97,853	126,233	77,808	79,131	(48,425) (6)
OPERATING EXPENSE	164,300	169,209	188,035	189,670	175,161	1,635
COMMUNICATIONS	111,245	97,671	117,776	118,141	116,733	365
INSURANCE EXPENSE	202,598	347,270	222,430	229,836	236,150	7,406
UTILITIES - HEAT, HYDRO, WATER	866,690	704,107	889,884	916,084	941,250	26,200 (7)
SUPPLIES	48,331	51,461	63,200	37,705	36,580	(25,495) (8)
PROGRAM EXPENSES	145,422	96,604	144,927	138,123	133,713	(6,804)
MEETINGS, CONFERENCES, TRAINING	92,402	95,316	126,655	140,795	126,218	14,140 (9)
FUEL / TRANSPORTATION COSTS	90,910	106,604	107,510	112,860	115,510	5,350
PROFESSIONAL FEES	596,730	452,437	463,100	442,750	266,200	(20,350) (10)
CONTRACTED SERVICES	120,968	191,704	178,230	259,220	227,160	80,990 (11)
PROPERTY TAX REFUNDS & ADJUSTMENTS	599,535	247,359	640,000	630,000	630,000	(10,000)
MARKETING & PROMOTION	125,137	89,573	153,135	159,995	146,722	6,860
GRANTS TO VOLUNTEER ORGANIZATIONS	88,969	53,036	100,075	96,900	96,900	(3,175)
LAND MAINTENANCE & IMPROVEMENT	44,530	62,404	50,700	59,700	59,700	9,000
EQUIP REPAIRS & MAINTENANCE	202,257	201,670	301,142	311,632	306,997	10,490
BLDG REPAIRS & MAINTENANCE	97,667	129,954	125,000	135,700	128,890	10,700
SNOW REMOVAL AND SANDING	36,484	54,166	45,700	47,500	47,520	1,800
MAINTENANCE CONTRACTS	140,537	142,410	148,048	141,099	141,979	(6,949)
LAND SALE EXPENSES	3,487	8,213	0	0	0	0
MATERIALS	379,703	425,484	422,108	422,160	436,260	52
EQUIPMENT USAGE	31,542	41,942	0	0	0	0
TRANSFER TO BIA	77,937	0	78,000	78,000	78,000	0
TRANSFERS TO CEMETERY BOARD	117,077	133,194	133,194	91,359	91,359	(41,835) (12)
	<u>10,916,682</u>	<u>10,577,885</u>	<u>11,637,293</u>	<u>11,833,309</u>	<u>11,775,878</u>	<u>196,016</u>
NET OPERATING (REVENUE) EXPENSE	<u>(6,682,452)</u>	<u>(7,097,462)</u>	<u>(5,709,545)</u>	<u>(5,775,927)</u>	<u>(5,881,290)</u>	<u>(66,382)</u>
OTHER						
O.P.P. CONTRACT	2,382,692	2,145,047	2,344,381	2,406,319	2,406,319	61,938 (13)
OMPF - ONT MUN PARTNER GRANT	(388,800)	(330,500)	(330,500)	(247,875)	(210,694)	82,625 (14)
CAPITAL TAX LEVY REQUIREMENT	0	0	0	0	0	0
TRANSFER FROM RESERVES & RES FUNDS	(62,801)	(30)	(328,449)	(313,937)	(69,964)	14,512 (15)
TRANSFER TO RESERVES & RES FUNDS	3,636,124	3,112,933	3,117,995	3,134,990	3,046,935	16,995
DEBENTURE PAYMENT	914,805	873,953	906,118	796,430	708,694	(109,688) (16)
	<u>6,482,020</u>	<u>5,801,402</u>	<u>5,709,545</u>	<u>5,775,927</u>	<u>5,881,290</u>	<u>66,382</u>
	<u>(200,431)</u>	<u>(1,296,059)</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>

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Summary All Departments by Revenue/Expense Grouping

Variance Explanation:

- (1) The Town negotiated a new Municipal Building Shared Services agreement with the County. As per the new agreement the Town will no longer be providing cleaning services to the Library and bill the County for these services.
- (2) Levy required to balance the budget.
- (3) As interest rates rise and Town cash balances grow, the interest revenue is expected to grow over the next year.
- (4) The 2018/19 fiscal year is the last year that the Ministry of Community Safety and Correctional Services offer the CPP and 1,000 Officers grants. In future years, the ministry will be moving towards the full transition. The CPP and 1,000 Officers grants have been removed from the 2019 budget resulting in a \$65K revenue loss. The remaining \$35K directly attributed to the ending of funding for the Female Fitness Program which was offered at the Fusion Center.
- (5) Increase in the cost of health benefits and long term disability premiums for active and retired employees, step increases and annual wage indexing.
- (6) 2018 was higher due to the cost of the 2018 municipal elections.
- (7) To allow for increases in hydro and water/wastewater rates.
- (8) Directly attributed to the cancellation of the Garden Fresh program and ending the Female Fitness Program.
- (9) Attributed to de escalation training for staff working with youth as recommended by OPP and additional training for aquatic staff to endure the new requirements under the Public Pool Regulation 1990, Reg. 565 are met.
- (10) Funding no longer required for survey monuments.
- (11) Attributed to the Development Charges Study \$20K, Pay Equity Study \$15K and Town Hall Cleaning Contract. The studies are funded from reserve funds.
- (12) Annual increase in the cost of the OPP contract.
- (13) Based on the budget submitted by the Cemetery Board (Town's portion 87.5%).
- (14) Further provincial reduction in OMPF, 2019 funding represents 85% of the 2018 allocation.
- (15) Funding for the Elections is not required.
- (16) Paid off two debentures in 2018 thus reduction in debt servicing costs.

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Tax Impact

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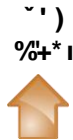
Value/Equity (Phase-in)

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Budget Allocation for Municipal Services Based on the Average Residential Tax bill

A breakdown of the costs of services that make up the median residential property tax bill of \$2,024/yr or \$169 /month. This tax bill represent the Town portion of property tax only and excludes the County and Education taxes.

	Average Tax Bill	
	Annual \$2,024	Monthly \$169
CAPITAL & RESERVES	\$ 419	\$ 34.9
POLICE	\$ 338	\$ 28.2
PUBLIC WORKS	\$ 214	\$ 17.8
PARKS AND ARENA	\$ 155	\$ 12.9
FIRE	\$ 121	\$ 10.1
VICTORIA PARK COMMUNITY CENTRE	\$ 118	\$ 9.8
DEBT REPAYMENT	\$ 109	\$ 9.1
ENGINEERING	\$ 97	\$ 8.1
YOUTH CENTRE - FUSION	\$ 83	\$ 6.9
CLERKS	\$ 80	\$ 6.6
ADMINISTRATION	\$ 48	\$ 4.0
TREASURY	\$ 44	\$ 3.7
INFORMATION TECHNOLOGY	\$ 39	\$ 3.3
ECONOMIC DEVELOPMENT	\$ 37	\$ 3.1
COUNCIL	\$ 34	\$ 2.8
TAX REFUNDS & SUPPS	\$ 34	\$ 2.8
MUSEUMS	\$ 26	\$ 2.1
PUBLIC BUILDINGS	\$ 15	\$ 1.3
PARA TRANSIT	\$ 8	\$ 0.7
PROPERTY STANDARDS	\$ 3	\$ 0.3
PARKING	\$ 3	\$ 0.3
BUILDING INSPECTION	\$ -	\$ -

**Town of Ingersoll
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Summary All Departments by Revenue/Expense Grouping

	Actual	YTD Actual	Budget		Projection	Change	
	2017	2018	2018	2019	2020	2018 to 2019	2018 to 2019
						(fav) unfav	%
COUNCIL	205,935	211,284	209,025	245,970	248,610	36,945	18%
CHIEF ADMINISTRATIVE OFFICER	677,498	541,794	296,590	352,130	385,450	55,540	19%
CLERKS							
ADMINISTRATION	470,437	304,357	538,025	580,750	587,300	42,725	8%
PARATRANSIT	61,236	48,435	45,910	59,420	59,420	13,510	29%
PARKING	21,606	15,075	23,000	23,500	23,200	500	2%
INFORMATION TECHNOLOGY	301,441	290,606	286,635	305,195	309,575	18,560	6%
TREASURY							
ADMINISTRATION	701,916	996,215	1,102,127	966,694	965,330	(135,433)	-12%
SUPPLEMENTARIES LESS ADJUSTMENTS	86,958	(245,767)	255,166	245,017	245,017	(10,149)	-4%
TAX LEVY	(13,765,555)	(14,157,219)	(14,193,943)	(14,534,311)	(14,617,048)	(340,368)	2.40%
BUILDING INSPECTION							
INSPECTION	595	(11,552)	\$ -	\$ -	\$ -	\$ -	0%
PROPERTY STANDARDS	30,192	17,150	20,050	25,180	25,690	5,130	26%
TOWN CENTRE	173,930	106,974	185,633	220,878	216,348	35,245	19%
PUBLIC BUILDINGS - OTHER	67,512	40,082	39,910	(10,800)	(10,870)	(50,710)	-127%
FIRE							
ADMINISTRATION	967,597	1,012,095	1,017,348	1,069,798	1,069,248	52,450	5%
FACILITY	11,403	62,976	16,488	18,188	17,420	1,700	10%
POLICE							
ADMINISTRATION	2,362,618	2,181,256	2,345,049	2,464,920	2,473,344	119,871	5%
FACILITY	12,598	(71,072)	3,752	13,302	10,305	9,550	255%
ENGINEERING							
ADMINISTRATION	2,258,115	1,857,147	1,921,405	2,161,115	2,272,265	239,710	12%
STREET LIGHTING & TRAFFIC SIGNALS	283,100	241,485	287,000	305,200	314,000	18,200	6%
PUBLIC WORKS							
ADMINISTRATION & EQUIPMENT	346,423	457,309	353,870	361,129	373,199	7,259	2%
BRIDGES & CULVERTS	12,374	7,173	12,960	11,640	14,750	(1,320)	-10%
ROADSIDE MAINTENANCE	277,163	236,323	270,790	265,720	265,800	(5,070)	-2%
SURFACE MAINTENANCE	293,335	282,909	297,670	287,220	302,350	(10,450)	-4%
ROADS, SIDEWALKS & PARKING LOTS	255,463	244,035	263,220	263,280	266,130	60	0%
WINTER CONTROL	347,933	412,543	442,330	479,640	484,150	37,310	8%
ENVIRONMENTAL SERVICES	104,850	132,554	121,042	112,982	115,812	(8,060)	-7%
PARKS AND ARENA							
ADMINISTRATION	163,384	149,926	151,635	160,820	161,025	9,185	6%
ARENA	484,412	453,058	422,794	431,326	433,106	8,532	2%
PARKS	559,171	655,068	667,730	735,002	715,766	67,272	10%
PARKS PROGRAMS	17,393	62,547	75,460	76,050	77,540	590	1%
CAMI PARKS / SUZUKI HOUSE	166,787	98,212	157,004	164,246	162,356	7,242	5%
VICTORIA PARK COMMUNITY CENTRE							
ADMINISTRATION	228,441	100,767	91,845	93,675	95,625	1,830	2%
AQUATICS	114,167	152,970	136,887	161,104	167,525	24,217	18%
FITNESS	(1,441)	34,681	28,303	145,286	9,346	116,983	413%
GENERAL PROGRAMS	51,944	54,970	58,188	81,098	86,308	22,910	39%
FACILITY	600,022	947,495	1,025,387	578,343	592,548	(447,044)	-44%
YOUTH CENTRE							
FACILITY	105,990	85,159	101,906	102,661	105,627	755	1%
GENERAL PROGRAMS	392,761	340,102	449,790	502,800	504,691	53,010	12%
MUSEUMS							
FACILITY	21,348	22,624	33,050	33,560	33,900	510	2%
PROGRAMS	143,416	144,505	169,294	161,762	164,422	(7,532)	-4%
ECONOMIC DEVELOPMENT	185,101	187,691	269,675	278,510	273,420	8,835	3%
	<u>(200,431)</u>	<u>(1,296,059)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (0)</u>	<u>\$ -</u>	

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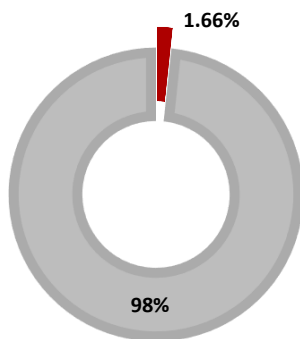
What We Do

The role of Council is:

- to represent the public and to consider the well-being and interests of the municipality;
- to develop and evaluate the policies and programs of the municipality;
- to determine which services the municipality provides;
- to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council;
- to ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- to maintain the financial integrity of the municipality;
- to carry out the duties of council under this (the Municipal Act) or any other Act.

Special Operating Projects / Memos/ Enhancements /Challenges

COUNCIL PORTION OF TOWN'S LEVY



Special Projects / Challenges

Added an allowance for closed meetings investigations and integrity commissioner services.

SOMA trip to Asia.

Median residential property valued at \$218,500 will pay \$34/year or \$2.8/month for this service.

**Town of Ingersoll
COUNCIL
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: COUNCIL	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500 & +/- 5%	ref
REVENUE								
USER FEES	(850)	(970)	--	--	--	--		
RECOVERIES	(3,934)	--	(3,800)	--	--	3,800	100%	(1)
	<u>(4,784)</u>	<u>(970)</u>	<u>(3,800)</u>	<u>0</u>	<u>0</u>	<u>3,800</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	164,105	171,280	170,515	189,160	195,800	18,645	11%	(2)
ADMINISTRATIVE EXPENSE	269	192	550	550	550	--		
COMMUNICATIONS	3,209	3,163	4,500	4,000	4,000	(500)		
PROGRAM EXPENSES	4,794	4,986	5,200	5,200	5,200	--		
MEETINGS, CONFERENCES, TRAINING	17,016	23,684	19,660	19,660	19,660	--		
FUEL / TRANSPORTATION COSTS	639	1,629	1,800	1,800	1,800	--		
PROFESSIONAL FEES	--	--	--	5,000	5,000	5,000		(3)
MARKETING & PROMOTION	20,688	7,320	10,600	20,600	16,600	10,000	94%	(4)
	<u>210,719</u>	<u>212,254</u>	<u>212,825</u>	<u>245,970</u>	<u>248,610</u>	<u>33,145</u>	16%	
NET OPERATING (REVENUE) EXPENSE	<u>205,935</u>	<u>211,284</u>	<u>209,025</u>	<u>245,970</u>	<u>248,610</u>	<u>36,945</u>		
OTHER								
	<u>205,935</u>	<u>211,284</u>	<u>209,025</u>	<u>245,970</u>	<u>248,610</u>	<u>36,945</u>	17.67%	

EXPLANATION OF CHANGES:

Revenue

(1) Due to the elimination of the one-third non-taxable allowance and the refund of the HST on the allowance.

Expenses

(2) Based on wage increases to compensate for the elimination of the 1/3 non-taxable allowance, and increased participation in the Town health plan.

(3) Integrity commissioner and closed meetings investigations allowance.

(4) Annual SOMA trip to Asia.

INCLUDES DEPARTMENTS:

0100-4000 Administration

**Town of Ingersoll
Chief Administrative Officer
2019 Budget - Draft
January 24, 2019**

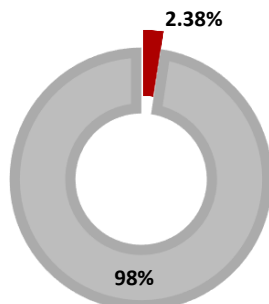
What We Do

The role of the CAO is :

- to lead, direct and supervise the implementation of the policies and programs approved by Town Council;
- to provide strategic guidance and advice to Town Council for the effective delivery of programs and services;
- to provide leadership and direction to all departments;
- to develop and maintain communication linkages with officials, groups, agencies, and other stakeholders;
- to provide strategic planning and implementation of economic development goals and objectives;
- to provide emergency management.

Special Operating Projects / Memos/ Enhancements /Challenges

CAO PORTION OF TOWN'S LEVY



Special Projects / Challenges

Continue the opposition to the proposed landfill through legal and technical assistance and Town's continuous support to other landfill opponents.

The Town has established significant reserves to fund the opposition to the proposed landfill. With the reserves already established and the proposed budget for 2019, the Town will have sufficient funds to see this process through to the submission by Walker to the Minister of the Environment and Climate Change.

Median residential property valued at \$218,500 will pay \$48/year or \$4/month for this service.

Town of Ingersoll
CHIEF ADMINISTRATIVE OFFICER
2019 Budget - Draft
January 24, 2019

DEPARTMENT: CHIEF ADMINISTRATIVE OFFICER	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE	--	--	--	--	--	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	175,630	186,777	181,090	184,180	187,750	3,090		
ADMINISTRATIVE EXPENSE	--	--	150	150	150	--		
OPERATING EXPENSE	--	--	250	250	--	--		
COMMUNICATIONS	531	674	850	850	850	--		
PROGRAM EXPENSES	807	800	1,500	1,500	1,500	--		
MEETINGS, CONFERENCES, TRAINING	2,401	3,205	4,500	5,000	5,000	500		
FUEL / TRANSPORTATION COSTS	--	595	250	1,000	1,000	750		
PROFESSIONAL FEES	505,670	319,317	331,000	331,000	161,000	--		
MARKETING & PROMOTION	11,144	30,426	27,000	28,200	28,200	1,200		
	<u>696,183</u>	<u>541,794</u>	<u>546,590</u>	<u>552,130</u>	<u>385,450</u>	<u>5,540</u>		
NET OPERATING (REVENUE) EXPENSE	<u>696,183</u>	<u>541,794</u>	<u>546,590</u>	<u>552,130</u>	<u>385,450</u>	<u>5,540</u>		
OTHER								
TRANSFER FROM RESERVES & RES FUNDS	(18,685)	--	(250,000)	(200,000)	--	50,000	20%	(1)
	<u>(18,685)</u>	<u>--</u>	<u>(250,000)</u>	<u>(200,000)</u>	<u>--</u>	<u>50,000</u>		
	<u><u>677,498</u></u>	<u><u>541,794</u></u>	<u><u>296,590</u></u>	<u><u>352,130</u></u>	<u><u>385,450</u></u>	<u><u>55,540</u></u>	19%	

EXPLANATION OF CHANGES:

Revenue No significant changes projected

INCLUDES DEPARTMENTS:

0900-4000 Administration

Expenses

(1) Reduced funding from reserves for the land opposition costs.

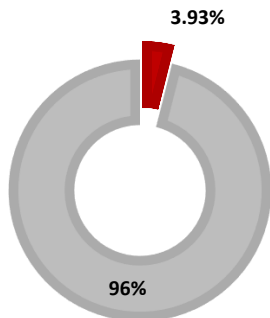
**Town of Ingersoll
Clerk, Human Resources and Paratransit
2019 Budget - Draft
January 24, 2019**

What We Do

The Clerk's Department is responsible for: Births, Deaths, Lottery, Marriage, Transient Traders licences, legal agreements, including site plan, subdivision and encroachment agreements. All legal transactions and coordination of legal advice. Title searches. Election administration. Coordination of Council including meeting scheduling, conference scheduling, closed meeting investigator services and Integrity Commissioner Services. Coordination of OMB Hearings, Committee of Adjustment, Grants to organizations, Records Management, Wedding Ceremonies, Human Resources.

Special Operating Projects / Memos/ Enhancements /Challenges

CLERKS PORTION OF TOWN'S LEVY



Special Projects

The Clerks Department (Human Resources) has initiated a pay equity study in 2018 for which a budget of \$30K had been established. The study will continue into 2019, the funds that have not been used in 2018 are being carried forward.

In the last several years there have been many changes in the media landscape in our area and overall in the municipal sector. Public relations have become more and more complex and the need to respond the changes are evident to ensure the public is well informed and the Town remains as transparent as possible. The proposed 2019 budget provides enhanced funding for an entry level full time employee to monitor social media and prepare responses and administer the Town's presence online.

Median residential property valued at \$218,500 will pay \$80/year or \$6.6/month for this service.

**Town of Ingersoll
CLERKS
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: CLERKS ACTIVITY: ADMINISTRATION	Actual		YTD Actual		Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	unfav	& +/- 5%	ref
REVENUE										
SALE OF GOODS OR SERVICES	(42)	(9)	(25)	(25)	(25)	--				
PERMITS/LICENSES	(33,632)	(28,337)	(32,600)	(32,300)	(31,800)	300				
RENT / LEASES	(21,601)	(10,187)	--	--	--	--				
USER FEES	(43,307)	(27,504)	(27,050)	(27,100)	(27,050)	(50)				
RECOVERIES	--	(5)	--	--	--	--				
LAND SALES	(132,703)	(244,646)	--	--	--	--				
	<u>(231,285)</u>	<u>(310,688)</u>	<u>(59,675)</u>	<u>(59,425)</u>	<u>(58,875)</u>	<u>250</u>				
EXPENSE										
SALARIES, WAGES & BENEFITS	360,350	391,252	397,900	441,000	452,000	43,100	11%	(1)		
ADMINISTRATIVE EXPENSE	23,732	51,388	71,155	27,355	27,355	(43,800)	-62%	(2)		
OPERATING EXPENSE	10,546	7,819	12,500	12,500	12,500	--				
COMMUNICATIONS	8,667	7,835	8,500	8,500	8,500	--				
PROGRAM EXPENSES	13,931	9,354	27,800	27,750	27,750	(50)				
MEETINGS, CONFERENCES, TRAINING	7,430	4,766	8,170	8,170	8,170	--				
FUEL / TRANSPORTATION COSTS	785	656	1,200	1,200	1,200	--				
PROFESSIONAL FEES	14,687	54,877	4,000	10,000	10,000	6,000	150%	(3)		
CONTRACTED SERVICES	18,354	16,476	36,800	51,800	21,800	15,000	41%	(4)		
MARKETING & PROMOTION	5,968	4,371	6,000	6,000	6,000	--				
GRANTS TO VOLUNTEER ORGANIZATIONS	52,969	53,036	53,675	60,900	60,900	7,225	13%	(5)		
LAND SALE EXPENSES	3,487	8,213	--	--	--	--				
	<u>520,905</u>	<u>610,045</u>	<u>627,700</u>	<u>655,175</u>	<u>636,175</u>	<u>27,475</u>				
NET OPERATING (REVENUE) EXPENSE	<u>289,619.96</u>	<u>299,357</u>	<u>568,025</u>	<u>595,750</u>	<u>577,300</u>	<u>27,725</u>				
OTHER										
TRANSFER FROM RESERVES & RES FUNDS	--	--	(35,000)	(30,000)	--	5,000	14%			
TRANSFER TO RESERVES & RES FUNDS	180,817	5,000	5,000	15,000	10,000	10,000	200%	(6)		
	<u>180,817</u>	<u>5,000</u>	<u>(30,000)</u>	<u>(15,000)</u>	<u>10,000</u>	<u>15,000</u>				
	<u>470,437</u>	<u>304,357</u>	<u>538,025</u>	<u>580,750</u>	<u>587,300</u>	<u>42,725</u>	8%			
EXPLANATION OF CHANGE:					INCLUDES DEPARTMENTS:					
Revenue No significant changes projected					1000-4000 Administration					
					1000-4005 Committee of Adjustment					
					1000-4007 Wedding Ceremonies					
					1000-4008 Human Resources					
					3600-4000 Animal Control					
Expenses										
(1) Attributed to a full time contract entry level position to monitor social media for the Town										
(2) Funding not required for Elections										
(3) Increased funding for legal costs										
(4) The Equity Study which will be funded from reserves										
(5) Additional funding for grant applications										
(6) Continue transfers to reserves to fund future Elections costs										

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What You Don't Know About Social Media Can Kill You(r Brand), Part 1

“When faced with a horde of noisy barbarians at the gate, it’s natural to go on the defensive; we instinctively want to put up walls and man the barricades. But when the social media snowball gets rolling and it’s aimed right in your direction, giving into a siege mentality can do significant harm. An overly defensive response – or worse, no reaction at all – can impart lasting negative perceptions of your brand, devaluing it in the long run.”

Part 2: How to Respond to Negative Social Media Comments

“If someone criticizes your institution, it’s important to respond and to respond constructively. Not only is this good customer service, but it also reassures anyone who stumbles on these comments that you do care and that you actively try to resolve negative situations. In addition, leaving criticism without a reply merely serves to reinforce their statement.”

This isn't to suggest that we need to spend significant resources on monitoring social media.

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Part 3: How to Monitor Social Media for Brand Reputation

“reflect your brand’s goals and values.”

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**Town of Ingersoll
PARATRANSIT
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: CLERKS ACTIVITY: PARATRANSIT	Actual		Budget		Projection	Change 2018 to 2019		
	2017	YTD Actual 2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
SALE OF GOODS OR SERVICES	(12,759)	(21,051)	(13,000)	(21,000)	(21,000)	(8,000)	-62%	(1)
	<u>(12,759)</u>	<u>(21,051)</u>	<u>(13,000)</u>	<u>(21,000)</u>	<u>(21,000)</u>	<u>(8,000)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	27,781	1,467	9,480	12,520	12,520	3,040	32%	(2)
COMMUNICATIONS	1,184	755	1,400	1,400	1,400	--		
CONTRACTED SERVICES	40,036	66,646	47,530	66,000	66,000	18,470	39%	(3)
MARKETING & PROMOTION	174	618	500	500	500	--		
	<u>73,995</u>	<u>69,486</u>	<u>58,910</u>	<u>80,420</u>	<u>80,420</u>	<u>21,510</u>		
NET OPERATING (REVENUE) EXPENSE	<u>61,236</u>	<u>48,435</u>	<u>45,910</u>	<u>59,420</u>	<u>59,420</u>	<u>13,510</u>		
OTHER								
	--	--	--	--	--	--		
	<u>61,236</u>	<u>48,435</u>	<u>45,910</u>	<u>59,420</u>	<u>59,420</u>	<u>13,510</u>	29%	

EXPLANATION OF CHANGE:

Revenue

- (1) The taxi company now accepts calls and schedules rides directly with residents that resulted in increased ridership thus revenue.

Expenses

- (2) Based on staff requirements.
(3) Due to the new scheduling process the Town the costs for contracted services has increased.

INCLUDES DEPARTMENTS:

1001-4000 Administration

**Town of Ingersoll
Information Technology
2019 Budget - Draft
January 24, 2019**

What We Do

The IT Department is responsible for planning, operations and support of the Town's information technology infrastructure.

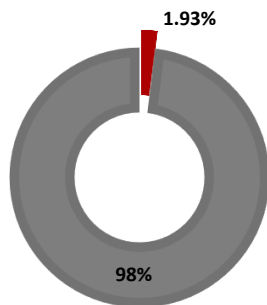
The IT team maintains corporate communication through developing and operation of effective network. One of the most important IT function is managing information security against attacks from viruses, cybercriminals and other threats.

The IT team also develops and maintains tools to collect, store, manage, secure and distribute data to employees.

The IT team provides various forms of user support for various town locations.

Special Operating Projects / Memos/ Enhancements /Challenges

IT PORTION OF TOWN'S LEVY



Special Projects

Information Technologies will be working on the redesign of the Town's website on a more device friendly and user friendly platform. Along with a new look and feel, would be added functionality such as E-Agenda's, Online Integration for Property Taxes, Bylaws, and will tie into online bookings with the Parks and Recreation department. The Town is planning for downtown BIA Wi-Fi. The Information Technology department will be at the forefront of this initiative to ensure smooth and successful implementation.

All phone systems will be replaced with a single cloud hosted system connecting all the buildings as one. This project will eliminate the need for land lines as voice and fax will operate through the network infrastructure. Each building will have a single land line for emergency use. The new system will include unlimited long distance, audio conferencing, call transfer between all buildings/devices, voicemail to text message/email, and auto attendant.

Median residential property valued at \$218,500 will pay \$39/year or \$3.3/month for this service.

**Town of Ingersoll
INFORMATION TECHNOLOGY
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: IT ACTIVITY: INFORMATION TECHNOLOGY	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE	--	--	--	--	--	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	159,238	168,099	162,060	175,020	179,400	12,960	8%	(1)
ADMINISTRATIVE EXPENSE	--	49	100	100	100	--		
OPERATING EXPENSE	24,763	23,947	25,500	25,500	25,500	--		
COMMUNICATIONS	4,154	4,382	4,200	4,200	4,200	--		
PROGRAM EXPENSES	183	294	225	225	225	--		
MEETINGS, CONFERENCES, TRAINING	7,955	8,421	8,500	8,900	8,900	400		
FUEL / TRANSPORTATION COSTS	848	1,032	1,100	1,100	1,100	--		
CONTRACTED SERVICES	--	210	--	--	--	--		
MARKETING & PROMOTION	151	58	100	100	100	--		
EQUIP REPAIRS & MAINTENANCE	2,760	2,697	2,500	3,000	3,000	500		
MAINTENANCE CONTRACTS	54,388	61,418	62,350	67,050	67,050	4,700	8%	
	<u>254,441</u>	<u>270,606</u>	<u>266,635</u>	<u>285,195</u>	<u>289,575</u>	<u>18,560</u>	7%	
NET OPERATING (REVENUE) EXPENSE	<u>254,441</u>	<u>270,606</u>	<u>266,635</u>	<u>285,195</u>	<u>289,575</u>	<u>18,560</u>	7%	
OTHER								
TRANSFER TO RESERVES & RES FUNDS	47,000	20,000	20,000	20,000	20,000	--		
	<u>47,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>--</u>		
	<u>301,441</u>	<u>290,606</u>	<u>286,635</u>	<u>305,195</u>	<u>309,575</u>	<u>18,560</u>	6%	

EXPLANATION OF CHANGE:

Revenue No significant changes projected

INCLUDES DI INCLUDES DEPARTMENTS:

1002-4000 Administration

Expenses

(1) Based on anticipated wage and step increases.

**Town of Ingersoll
Treasury and Debt Payments
2019 Budget - Draft
January 24, 2019**

What We Do

The Treasury Department provides following services:

Managing all Financial matters of the Town as directed by the Town Council;

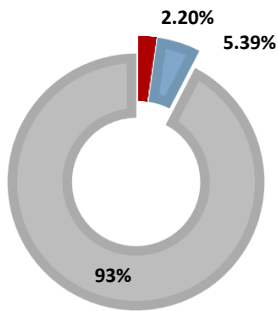
Preparation of Annual Capital and Operating Budgets and Financial Statements;

Property Tax, Billing and Collection, Taxation Policy and advice to Council, related boards and staff;

Financial Services including financial planning and risk management to ensure long-term financial sustainability.

Special Operating Projects / Memos/ Enhancements /Challenges

**TREASURY PORTION OF TOWN'S
LEVY**



Treasury - 2.20%
Debt Repayment - 5.39%

Challenges

Further reduction of the OMPF, 15% or \$49K reduction compare to the 2018 funding.

Growing risk of the loss of Town's industrial and commercial assessment base due to the increasing number of appeals and changing economic conditions.

Enhancements

We anticipate an increase in interest revenue due to higher interest rates and growing cash balances.

Special Projects

We are in the process of updating the Town's Development Charges Study with the goal to complete the implementation in early 2019.

Median residential property valued at \$218,500 will pay \$44/year or \$3.7/month for this service.

**Town of Ingersoll
TREASURY
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: TREASURY ACTIVITY: ADMINISTRATION	Actual		Budget		Projection	Change 2018 to 2019		
	2017	YTD Actual 2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
SALE OF GOODS OR SERVICES	(17,250)	(16,355)	(14,500)	(14,500)	(14,500)	--		
USER FEES	(21,716)	(18,917)	(18,500)	(18,500)	(18,500)	--		
RECOVERIES	(4,200)	(10,664)	(4,200)	(4,200)	(4,200)	--		
INTEREST / DIVIDENDS	(844,681)	(715,485)	(599,600)	(669,500)	(669,500)	(69,900)	-12%	(1)
	<u>(890,303)</u>	<u>(761,421)</u>	<u>(636,800)</u>	<u>(706,700)</u>	<u>(706,700)</u>	<u>(69,900)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	500,402	538,000	546,260	555,550	577,900	9,290		
ADMINISTRATIVE EXPENSE	10,112	10,584	10,200	10,770	10,770	570		
OPERATING EXPENSE	--	304	100	100	100	--		
COMMUNICATIONS	382	314	585	420	420	(165)		
INSURANCE EXPENSE	202,050	347,377	221,380	228,786	234,900	7,406		
PROGRAM EXPENSES	3,009	2,972	3,415	3,050	3,050	(365)		
MEETINGS, CONFERENCES, TRAINING	5,513	2,733	6,100	5,600	5,600	(500)		
FUEL / TRANSPORTATION COSTS	959	568	650	650	650	--		
PROFESSIONAL FEES	22,616	7,937	28,000	28,000	28,000	--		
CONTRACTED SERVICES	1,068	19,081	11,100	28,100	26,000	17,000	153%	(2)
MARKETING & PROMOTION	1,086	864	550	950	950	400		
EQUIP REPAIRS & MAINTENANCE	--	254	400	250	250	(150)		
TRANSFER TO BIA	77,937	--	78,000	78,000	78,000	--		
TRANSFERS TO CEMETERY BOARD	117,077	133,194	133,194	91,359	91,359	(41,835)	31%	(3)
	<u>942,212</u>	<u>1,064,183</u>	<u>1,039,934</u>	<u>1,031,585</u>	<u>1,057,949</u>	<u>(8,349)</u>		
NET OPERATING (REVENUE) EXPENSE	51,909	302,762	403,134	324,885	351,249	(78,249)		
OTHER								
OMPF - ONT MUN PARTNER GRANT	(388,800)	(330,500)	(330,500)	(247,875)	(210,694)	82,625	25%	(4)
TRANSFER FROM RESERVES & RES FUNDS	(25,998)	--	(26,625)	(56,746)	(33,919)	(30,121)	-113%	(5)
TRANSFER TO RESERVES & RES FUNDS	150,000	150,000	150,000	150,000	150,000	--		
DEBENTURE PAYMENT	914,805	873,953	906,118	796,430	708,694	(109,688)	-12%	(6)
	<u>650,007</u>	<u>693,453</u>	<u>698,993</u>	<u>641,809</u>	<u>614,081</u>	<u>(57,184)</u>		
	<u><u>701,916</u></u>	<u><u>996,215</u></u>	<u><u>1,102,127</u></u>	<u><u>966,694</u></u>	<u><u>965,330</u></u>	<u><u>(135,433)</u></u>	<u><u>-12%</u></u>	

EXPLANATION OF CHANGE:

Revenue

(1) Based on anticipated cash balances and higher interest rates

Expenses

(2) One time increase in contracted services due to the Development Charges Study (must be done every four years)

Other

- (3) Based on the budget submitted by the Cemetery Board
- (4) Further reduction of the OMPF, 15% reduction from 2018
- (5) To fund the Development Charges Study
- (6) Paid off two debentures in 2018 thus reduction in debt servicing costs

INCLUDES DEPARTMENTS:

- 1300-4000 Administration
- 1300-4001 Retiree Benefits
- 1500-4000 Transfers to Local Boards
- 1600-40** Debt Repayment
- 1600-60** Debt Repayment

**Town of Ingersoll
TAXATION
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: TREASURY ACTIVITY: TAXATION	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
TAXATION - LEVY	(13,765,555)	(14,157,219)	(14,193,943)	(14,534,311)	(14,617,048)	(340,368)	2.40%	(1)
TAXATION - SUPPLEMENTARIES & OTHER	(512,577)	(493,126)	(384,834)	(384,983)	(384,983)	(149)	0.04%	
	<u>(14,278,132)</u>	<u>(14,650,345)</u>	<u>(14,578,777)</u>	<u>(14,919,294)</u>	<u>(15,002,031)</u>	<u>(340,517)</u>		
EXPENSE								
PROPERTY TAX REFUNDS & ADJUSTMENTS	599,535	247,359	640,000	630,000	630,000	(10,000)		
	<u>599,535</u>	<u>247,359</u>	<u>640,000</u>	<u>630,000</u>	<u>630,000</u>	<u>(10,000)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>(13,678,597)</u>	<u>(14,402,986)</u>	<u>(13,938,777)</u>	<u>(14,289,294)</u>	<u>(14,372,031)</u>	<u>(350,517)</u>		
	<u>(13,678,597)</u>	<u>(14,402,986)</u>	<u>(13,938,777)</u>	<u>(14,289,294)</u>	<u>(14,372,031)</u>	<u>(350,517)</u>	2.51%	
EXPLANATION OF CHANGE:					INCLUDES DEPARTMENTS:			
Revenue					1400-99**	County and Education Tax		
(1) Required levy increase to balance the budget.					1401-99**	Municipal Taxation		
Expenses	No significant changes projected							

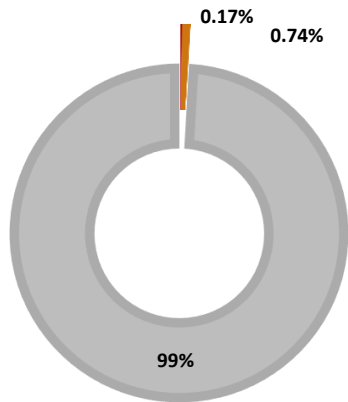
**Town of Ingersoll
Public Buildings and Building Inspection
2019 Budget - Draft
January 24, 2019**

What We Do

The Building Department is responsible for:
Building Permits/Inspection/Enforcement, Plumbing and Sewer Permits, Property Standards/By-law Enforcement, Planning (Zoning/Development/Site Plans) and Facilities (Town Centre, and Carr's Walking).

Special Operating Projects / Memos/ Enhancements /Challenges

PUBLIC BUILDINGS PORTION OF TOWN'S LEVY



Property Standards - 0.17%
Public Bld - 0.74%

Special Projects

Implementation of a new building permit software Amanda that had been chosen by the County of Oxford.

Median residential property valued at \$218,500 will pay \$18/year or \$1.6/month for this service.

Town of Ingersoll
BUILDING INSPECTION & MUNICIPAL BUILDINGS
2019 Budget - Draft
January 24, 2019

DEPARTMENT: BUILDING ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
PERMITS/LICENSES	(351,333)	(185,641)	(163,500)	(157,095)	(151,600)	6,405		
RENT / LEASES	(28,941)	(14,921)	(27,578)	(13,400)	(13,900)	14,178	51%	
USER FEES	(2,240)	(1,996)	(2,000)	(2,000)	(2,300)	--		
RECOVERIES	(63)	(522)	--	--	--	--		
COUNTY RECOVERY	(112,869)	(120,832)	(120,840)	(95,070)	(95,070)	25,770	21%	
	<u>(495,446)</u>	<u>(323,912)</u>	<u>(313,918)</u>	<u>(267,565)</u>	<u>(262,870)</u>	<u>46,353</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	311,447	230,279	283,120	235,990	241,120	(47,130)	-17%	
ADMINISTRATIVE EXPENSE	940	1,300	1,320	1,300	1,440	(20)		
OPERATING EXPENSE	8,838	4,632	9,100	3,100	4,600	(6,000)	-66%	
COMMUNICATIONS	2,725	1,690	2,198	1,998	2,198	(200)		
UTILITIES - HEAT, HYDRO, WATER	93,081	73,090	106,800	92,800	93,660	(14,000)	-13%	
PROGRAM EXPENSES	961	1,503	1,050	1,150	1,150	100		
MEETINGS, CONFERENCES, TRAINING	3,708	2,960	8,550	9,050	8,600	500		
FUEL / TRANSPORTATION COSTS	4,007	3,738	4,500	4,500	4,500	--		
PROFESSIONAL FEES	1,702	1,470	1,000	1,000	1,000	--		
CONTRACTED SERVICES	1,240	14,061	2,300	22,300	22,300	20,000	870%	
MARKETING & PROMOTION	117	776	375	375	375	--		
LAND MAINTENANCE & IMPROVEMENT	480	661	650	650	650	--		
EQUIP REPAIRS & MAINTENANCE	22,439	14,863	23,120	21,820	12,310	(1,300)		
BLDG REPAIRS & MAINTENANCE	20,273	14,233	21,300	19,300	20,500	(2,000)		
SNOW REMOVAL AND SANDING	1,619	3,013	2,700	2,500	2,520	(200)		
MAINTENANCE CONTRACTS	17,957	23,296	18,943	9,580	10,460	(9,363)	-49%	
	<u>491,534</u>	<u>391,565</u>	<u>487,026</u>	<u>427,413</u>	<u>427,383</u>	<u>(59,613)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>(3,912)</u>	<u>67,653</u>	<u>173,108</u>	<u>159,848</u>	<u>164,513</u>	<u>(13,260)</u>		
OTHER								
TRANSFER FROM RESERVES & RES FUNDS	--	--	(12,515)	(24,590)	(33,345)	(12,075)	-96%	
TRANSFER TO RESERVES & RES FUNDS	276,141	85,000	85,000	100,000	100,000	15,000	18%	
	<u>276,141</u>	<u>85,000</u>	<u>72,485</u>	<u>75,410</u>	<u>66,655</u>	<u>2,925</u>		
	<u><u>272,229</u></u>	<u><u>152,653</u></u>	<u><u>245,593</u></u>	<u><u>235,258</u></u>	<u><u>231,168</u></u>	<u><u>(10,335)</u></u>	<u><u>-4%</u></u>	
SUMMARY OF ALL BUILDING ACTIVITIES:								
INSPECTION			--	--	--	--		
TOWN CENTRE			185,633	220,878	216,348	35,245		
PUBLIC BUILDINGS - OTHER			39,910	(10,800)	(10,870)	(50,710)		
			<u>225,543</u>	<u>210,078</u>	<u>205,478</u>	<u>(15,465)</u>		

**Town of Ingersoll
BUILDING INSPECTION
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: BUILDING ACTIVITY: INSPECTION	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
PERMITS/LICENSES	(351,333)	(185,641)	(163,500)	(157,095)	(151,600)	6,405		
USER FEES	(2,240)	(1,996)	(2,000)	(2,000)	(2,300)	--		
	<u>(353,573)</u>	<u>(187,637)</u>	<u>(165,500)</u>	<u>(159,095)</u>	<u>(153,900)</u>	<u>6,405</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	174,453	160,745	158,920	164,610	168,040	5,690		
ADMINISTRATIVE EXPENSE	940	1,040	1,020	1,000	1,130	(20)		
OPERATING EXPENSE	1,112	447	1,000	1,000	850	--		
COMMUNICATIONS	1,026	275	500	300	500	(200)		
PROGRAM EXPENSES	961	1,503	1,050	1,150	1,150	100		
MEETINGS, CONFERENCES, TRAINING	3,708	2,960	8,550	8,650	8,600	100		
FUEL / TRANSPORTATION COSTS	4,007	3,738	4,500	4,500	4,500	--		
PROFESSIONAL FEES	1,702	1,470	1,000	1,000	1,000	--		
CONTRACTED SERVICES	--	3,132	1,100	1,100	1,100	--		
MARKETING & PROMOTION	117	776	375	375	375	--		
	<u>188,027</u>	<u>176,086</u>	<u>178,015</u>	<u>183,685</u>	<u>187,245</u>	<u>5,670</u>		
NET OPERATING (REVENUE) EXPENSE	<u>(165,546)</u>	<u>(11,552)</u>	<u>12,515</u>	<u>24,590</u>	<u>33,345</u>	<u>12,075</u>		
OTHER								
TRANSFER FROM RESERVES & RES FUNDS	--	--	(12,515)	(24,590)	(33,345)	(12,075)	-96%	(1)
	<u>166,141</u>	<u>--</u>	<u>(12,515)</u>	<u>(24,590)</u>	<u>(33,345)</u>	<u>(12,075)</u>		
	<u>595</u>	<u>(11,552)</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	0%	
EXPLANATION OF CHANGE:					INCLUDES DEPARTMENTS:			
Revenue No significant changes projected					3400-4000	Administration		
Expenses								
(1) Required transfer from reserves to balance the building inspection budget.								

Town of Ingersoll
PROPERTY STANDARDS
2019 Budget - Draft
January 24, 2019

DEPARTMENT: BUILDING ACTIVITY: PROPERTY STANDARDS	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
RECOVERIES	(63)	(522)	--	--	--	--		
	(63)	(522)	--	--	--	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	30,255	17,412	19,750	24,880	25,380	5,130		
ADMINISTRATIVE EXPENSE	--	260	300	300	310	--		
	30,255	17,672	20,050	25,180	25,690	5,130		
NET OPERATING (REVENUE) EXPENSE	30,192	17,150	20,050	25,180	25,690	5,130		
OTHER								
	--	--	--	--	--	--		
	30,192	17,150	20,050	25,180	25,690	5,130		26%
EXPLANATION OF CHANGE:					INCLUDES DEPARTMENTS:			
Revenue No significant changes projected					3400-4006	Administration		
Expenses No significant changes projected								

**Town of Ingersoll
TOWN CENTRE
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: BUILDING ACTIVITY: TOWN CENTRE	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
COUNTY RECOVERY	(112,869)	(120,832)	(120,840)	(95,070)	(95,070)	25,770	21%	(1)
	<u>(112,869)</u>	<u>(120,832)</u>	<u>(120,840)</u>	<u>(95,070)</u>	<u>(95,070)</u>	<u>25,770</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	94,472	43,274	94,500	46,500	47,700	(48,000)	-51%	(2)
OPERATING EXPENSE	2,512	1,870	2,600	2,100	3,750	(500)		
COMMUNICATIONS	1,698	1,415	1,698	1,698	1,698	--		
UTILITIES - HEAT, HYDRO, WATER	78,153	64,928	93,300	91,800	92,650	(1,500)		
MEETINGS, CONFERENCES, TRAINING	--	--	--	400	--	400		
CONTRACTED SERVICES	1,240	10,929	1,200	21,200	21,200	20,000	1667%	(3)
LAND MAINTENANCE & IMPROVEMENT	480	661	650	650	650	--		
EQUIP REPAIRS & MAINTENANCE	21,274	14,485	21,820	21,820	12,310	--		
BLDG REPAIRS & MAINTENANCE	16,699	11,782	19,000	19,000	20,000	--		
SNOW REMOVAL AND SANDING	543	1,090	1,000	1,200	1,000	200		
MAINTENANCE CONTRACTS	9,728	17,371	10,705	9,580	10,460	(1,125)		
	<u>226,799</u>	<u>167,805</u>	<u>246,473</u>	<u>215,948</u>	<u>211,418</u>	<u>(30,525)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>113,930</u>	<u>46,974</u>	<u>125,633</u>	<u>120,878</u>	<u>116,348</u>	<u>(4,755)</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	60,000	60,000	60,000	100,000	100,000	40,000	67%	(4)
	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>	<u>100,000</u>	<u>100,000</u>	<u>40,000</u>		
	<u>173,930</u>	<u>106,974</u>	<u>185,633</u>	<u>220,878</u>	<u>216,348</u>	<u>35,245</u>	19%	
EXPLANATION OF CHANGE:					INCLUDES DEPARTMENTS:			
Revenue					2000-4025	Town Hall - Shared Cost		
(1) Less recovery from the County as a result of new Municipal building shared services contract. The Town will no longer provide cleaning services to the Library.					2000-4030	Town Hall - Non Shared Cost		
Expenses								
(2) The Town eliminated the full time janitorial position and entered into a services contract with a third party.								
(3) The cost of contracted cleaning services.								
(4) Based on anticipated requirements to fund capital projects scheduled for the next 4 years.								

Town of Ingersoll
PUBLIC BUILDINGS - OTHER
2019 Budget - Draft
January 24, 2019

DEPARTMENT: BUILDING ACTIVITY: PUBLIC BUILDINGS - OTHER	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
RENT / LEASES	(28,941)	(14,921)	(27,578)	(13,400)	(13,900)	14,178	51%	(1)
	<u>(28,941)</u>	<u>(14,921)</u>	<u>(27,578)</u>	<u>(13,400)</u>	<u>(13,900)</u>	<u>14,178</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	12,267	8,848	9,950	--	--	(9,950)	-100%	(2)
OPERATING EXPENSE	5,214	2,315	5,500	--	--	(5,500)	-100%	(2)
UTILITIES - HEAT, HYDRO, WATER	14,928	8,162	13,500	1,000	1,010	(12,500)	-93%	(2)
EQUIP REPAIRS & MAINTENANCE	1,165	378	1,300	--	--	(1,300)		
BLDG REPAIRS & MAINTENANCE	3,575	2,452	2,300	300	500	(2,000)		
SNOW REMOVAL AND SANDING	1,076	1,923	1,700	1,300	1,520	(400)		
MAINTENANCE CONTRACTS	8,229	5,925	8,238	--	--	(8,238)	-100%	(2)
	<u>46,454</u>	<u>30,002</u>	<u>42,488</u>	<u>2,600</u>	<u>3,030</u>	<u>(39,888)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>17,512</u>	<u>15,082</u>	<u>14,910</u>	<u>(10,800)</u>	<u>(10,870)</u>	<u>(25,710)</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	50,000	25,000	25,000	--	--	(25,000)	-100%	(2)
	<u>50,000</u>	<u>25,000</u>	<u>25,000</u>	<u>--</u>	<u>--</u>	<u>(25,000)</u>		
	<u>67,512</u>	<u>40,082</u>	<u>39,910</u>	<u>(10,800)</u>	<u>(10,870)</u>	<u>(50,710)</u>	-127%	
EXPLANATION OF CHANGE:					INCLUDES DEPARTMENTS:			
Revenue					2000-4015	132 Thames St S		
(1) Based on 2019 lease commitments.					2000-4020	Other Misc. Public Buildings		
Other								
(2) Cost savings due to the sale of Carr's Walkway and Carnegie Library, both were sold in 2018.								

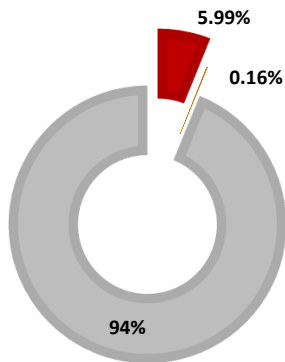
**Town of Ingersoll
Fire and Parking
2019 Budget - Draft
January 24, 2019**

What We Do

The Ingersoll Fire & Emergency Services is responsible for providing fire protection services to the Town of Ingersoll and areas outside Ingersoll that are covered by fire protection agreements. These services include fire suppression, public education, and fire prevention programs. The Fire Chief is also tasked with the management of downtown parking enforcement, bylaw enforcement, and facilities management of the fire and police buildings.

Special Operating Projects / Memos/ Enhancements /Challenges

**FIRE & PARKING PORTION OF
TOWN'S LEVY**



Parking- 0.16%
Fire Services - 5.99%

Special Operating Projects

Continue upgrading the fire hall. During 2019 we are planning to upgrade the lighting with new LED lights and replace garage doors.

Median residential property valued at \$218,500 will pay \$121/year or \$10.1/month for this service.

**Town of Ingersoll
FIRE-TOTAL ACTIVITIES
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: FIRE ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019	
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5% ref
REVENUE							
SALE OF GOODS OR SERVICES	(18,796)	(18,876)	(19,250)	(20,050)	(20,050)	(800)	
USER FEES	(12,417)	(21,528)	(11,300)	(18,300)	(18,600)	(7,000)	-62%
RECOVERIES	(2,402)	(65)	(2,500)	(2,500)	(2,500)	--	
DONATIONS / FUNDRAISING	--	(2,500)	--	--	--	--	
INTERNAL (REVENUE) EXPENSE	(74,064)	--	(65,952)	(72,752)	(73,430)	(6,800)	-10%
	<u>(107,679)</u>	<u>(42,969)</u>	<u>(99,002)</u>	<u>(113,602)</u>	<u>(114,580)</u>	<u>(14,600)</u>	
EXPENSE							
SALARIES, WAGES & BENEFITS	733,856	741,218	750,400	800,790	819,985	50,390	7%
ADMINISTRATIVE EXPENSE	1,450	1,736	1,658	1,758	2,055	100	
OPERATING EXPENSE	45,114	47,914	47,900	49,200	32,970	1,300	
COMMUNICATIONS	45,511	40,767	48,020	48,020	48,396	--	
UTILITIES - HEAT, HYDRO, WATER	21,248	17,149	24,850	25,050	25,050	200	
PROGRAM EXPENSES	2,902	4,093	4,555	4,555	1,305	--	
MEETINGS, CONFERENCES, TRAINING	8,186	7,999	10,000	10,000	11,200	--	
FUEL / TRANSPORTATION COSTS	5,785	7,157	6,000	7,000	7,000	1,000	
CONTRACTED SERVICES	29,932	32,753	30,300	37,800	37,800	7,500	25%
MARKETING & PROMOTION	3,748	3,402	6,535	6,535	6,537	--	
LAND MAINTENANCE & IMPROVEMENT	--	--	50	50	50	--	
EQUIP REPAIRS & MAINTENANCE	25,365	22,652	19,500	19,500	19,520	--	
BLDG REPAIRS & MAINTENANCE	3,270	4,769	4,000	6,250	4,000	2,250	
MAINTENANCE CONTRACTS	2,917	2,507	3,070	5,580	5,580	2,510	82%
	<u>929,284</u>	<u>934,115</u>	<u>956,838</u>	<u>1,022,088</u>	<u>1,021,448</u>	<u>65,250</u>	
NET OPERATING (REVENUE) EXPENSE	<u>821,606</u>	<u>891,145</u>	<u>857,836</u>	<u>908,486</u>	<u>906,868</u>	<u>50,650</u>	
OTHER							
TRANSFER TO RESERVES & RES FUNDS	179,000	199,000	199,000	203,000	203,000	4,000	
	<u>179,000</u>	<u>199,000</u>	<u>199,000</u>	<u>203,000</u>	<u>203,000</u>	<u>4,000</u>	
	<u>1,000,606</u>	<u>1,090,145</u>	<u>1,056,836</u>	<u>1,111,486</u>	<u>1,109,868</u>	<u>54,650</u>	5%
SUMMARY OF ALL FIRE ACTIVITIES:							
ADMINISTRATION			1,017,348	1,069,798		52,450	
FACILITY			16,488	18,188		1,700	
PARKING			23,000	23,500		500	
			<u>1,056,836</u>	<u>1,111,486</u>		<u>54,650</u>	

Town of Ingersoll
FIRE - ADMINISTRATION
2019 Budget - Draft
January 24, 2019

DEPARTMENT: FIRE ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
SALE OF GOODS OR SERVICES	(18,796)	(18,876)	(19,250)	(20,050)	(20,050)	(800)		
USER FEES	(4,090)	(3,850)	(4,000)	(4,000)	(4,000)	--		
RECOVERIES	(2,402)	(65)	(2,500)	(2,500)	(2,500)	--		
DONATIONS / FUNDRAISING	--	(2,500)	--	--	--	--		
	<u>(25,288)</u>	<u>(25,291)</u>	<u>(25,750)</u>	<u>(26,550)</u>	<u>(26,550)</u>	<u>(800)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	658,530	688,307	678,660	724,820	741,925	46,160	7%	(1)
ADMINISTRATIVE EXPENSE	1,450	1,736	1,658	1,758	2,055	100		
OPERATING EXPENSE	40,148	44,458	43,750	45,050	28,750	1,300		
COMMUNICATIONS	45,511	40,767	48,020	48,020	48,396	--		
UTILITIES - HEAT, HYDRO, WATER	21,248	17,149	24,850	25,050	25,050	200		
PROGRAM EXPENSES	2,902	4,093	4,555	4,555	1,305	--		
MEETINGS, CONFERENCES, TRAINING	8,186	7,999	10,000	10,000	11,200	--		
FUEL / TRANSPORTATION COSTS	5,785	7,157	6,000	7,000	7,000	1,000		
MARKETING & PROMOTION	3,748	3,402	6,535	6,535	6,537	--		
EQUIP REPAIRS & MAINTENANCE	25,019	22,308	19,000	19,000	19,020	--		
MAINTENANCE CONTRACTS	565	1,011	1,070	1,560	1,560	490		
	<u>813,885</u>	<u>838,386</u>	<u>844,098</u>	<u>893,348</u>	<u>892,798</u>	<u>49,250</u>		
NET OPERATING (REVENUE) EXPENSE	<u>788,597</u>	<u>813,095</u>	<u>818,348</u>	<u>866,798</u>	<u>866,248</u>	<u>48,450</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	179,000	199,000	199,000	203,000	203,000	4,000		
	<u>179,000</u>	<u>199,000</u>	<u>199,000</u>	<u>203,000</u>	<u>203,000</u>	<u>4,000</u>		
	<u>967,597</u>	<u>1,012,095</u>	<u>1,017,348</u>	<u>1,069,798</u>	<u>1,069,248</u>	<u>52,450</u>	5.16%	

EXPLANATION OF CHANGE:

Revenue No significant changes projected

INCLUDES DEPARTMENTS:

3000-4000 Administration

Other

(1) Based on anticipated annual increases for full time and volunteer firefighters.

**Town of Ingersoll
FIRE FACILITY
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: FIRE ACTIVITY: FACILITY	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019	
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5% ref
REVENUE							
INTERNAL (REVENUE) EXPENSE	(74,064)	--	(65,952)	(72,752)	(73,430)	(6,800)	-10%
	<u>(74,064)</u>	<u>--</u>	<u>(65,952)</u>	<u>(72,752)</u>	<u>(73,430)</u>	<u>(6,800)</u>	
EXPENSE							
SALARIES, WAGES & BENEFITS	75,326	52,911	71,740	75,970	78,060	4,230	6%
OPERATING EXPENSE	4,966	3,456	4,150	4,150	4,220	--	
LAND MAINTENANCE & IMPROVEMENT	--	--	50	50	50	--	
EQUIP REPAIRS & MAINTENANCE	346	344	500	500	500	--	
BLDG REPAIRS & MAINTENANCE	2,478	4,769	4,000	6,250	4,000	2,250	
MAINTENANCE CONTRACTS	2,353	1,496	2,000	4,020	4,020	2,020	
	<u>85,467</u>	<u>62,976</u>	<u>82,440</u>	<u>90,940</u>	<u>90,850</u>	<u>8,500</u>	
NET OPERATING (REVENUE) EXPENSE	<u>11,403</u>	<u>62,976</u>	<u>16,488</u>	<u>18,188</u>	<u>17,420</u>	<u>1,700</u>	
OTHER							
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	
	<u>11,403</u>	<u>62,976</u>	<u>16,488</u>	<u>18,188</u>	<u>17,420</u>	<u>1,700</u>	10%

EXPLANATION OF CHANGE:
Revenue No significant changes projected
Expenses No significant changes projected

INCLUDES DEPARTMENTS:
3000-4100 Facility

**Town of Ingersoll
PARKING ENFORCEMENT
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: FIRE ACTIVITY: PARKING ENFORCEMENT	Actual 2017	YTD Actual 2018	Budget		Projection 2020	Change 2018 to 2019		
			2018	2019		(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
USER FEES	(8,327)	(17,678)	(7,300)	(14,300)	(14,600)	(7,000)	-96%	(1)
	<u>(8,327)</u>	<u>(17,678)</u>	<u>(7,300)</u>	<u>(14,300)</u>	<u>(14,600)</u>	<u>(7,000)</u>		
EXPENSE								
CONTRACTED SERVICES	29,932	32,753	30,300	37,800	37,800	7,500	25%	(2)
	<u>29,932</u>	<u>32,753</u>	<u>30,300</u>	<u>37,800</u>	<u>37,800</u>	<u>7,500</u>		
NET OPERATING (REVENUE) EXPENSE	<u>21,606</u>	<u>15,075</u>	<u>23,000</u>	<u>23,500</u>	<u>23,200</u>	<u>500</u>		
OTHER								
	<u> --</u>	<u> --</u>	<u> --</u>	<u> --</u>	<u> --</u>	<u> --</u>		
	<u>21,606</u>	<u>15,075</u>	<u>23,000</u>	<u>23,500</u>	<u>23,200</u>	<u>500</u>	2%	

EXPLANATION OF CHANGE:

Revenue

(1) Improved parking enforcement resulting in higher revenues.

Expenses

(2) Billable patrol hours increased to ensure adequate parking enforcement.

INCLUDES DEPARTMENTS:

1000-4240 Parking

**Town of Ingersoll
Police
2019 Budget - Draft
January 24, 2019**

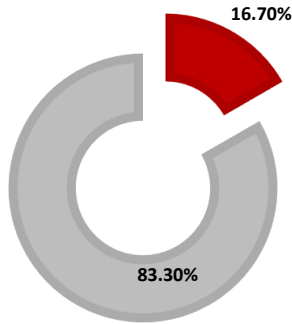
What We Do

The Town has entered into a contract with the Ontario Provincial Police (OPP) to provide policing services on a cost recovery basis. Under the contract the Town receives proactive policing services such as routine patrols, RIDE, crime prevention and also services that are reactive in nature based on calls for service specific to the Town.

The Town has a Police Services Board that serves as an advisory body to the OPP as required by the Police Services Act.

Special Operating Projects / Memos/ Enhancements /Challenges

POLICE PORTION OF TOWN'S LEVY



Challenges

The OPP contract have increased for 2019 by \$62K.

In 2017/18, the Ministry of Community Safety and Correctional Services began transforming its grant programs to support local community safety and well-being initiatives across the province. As part of this transformation, the Ministry introduced the Policing Effectiveness and Modernization (PEM) Grant. The PEM Grant was introduced as a transitional program for police services boards who participated under the Community Policing Partnerships (CPP) and Safer Communities 1,000 Officers Partnership programs as the Ministry moves towards a future outcomes-based grant program. In 2018/19, police services boards were provided the choice to apply for funding under the PEM or receive funding under the previous policing grants. The Town opted out the PEM Grant and applied for funding under the CPP and 1,000 Officers. The 2018/19 fiscal year is the last year that the ministry offer the CPP and 1,000 Officers grants. In future years, the ministry will be moving towards the full transition. The CPP and 1,000 Officers grants have been removed from the 2019 budget resulting in a \$65K revenue loss. The PSB will need to develop a list of initiatives to be able to apply for the PEM Grant. At this time it is unclear what initiatives will be proposed and how much the Ministry will allocate for these programs. For that reason, the 2019 budget does not include

Median residential property valued at \$218,500 will pay \$338/year or \$28.2/month for this service.

**Town of Ingersoll
POLICE
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: POLICE ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
SALE OF GOODS OR SERVICES	(14,415)	(15,249)	(11,800)	(11,800)	(11,800)	--		
USER FEES	(5,674)	(4,239)	(3,000)	(3,000)	(3,000)	--		
GRANTS / SUBSIDIES / REBATES	(81,873)	(28,129)	(81,880)	(23,694)	(16,840)	58,186	71%	(1)
	<u>(101,961)</u>	<u>(47,618)</u>	<u>(96,680)</u>	<u>(38,494)</u>	<u>(31,640)</u>	<u>58,186</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	68,994	72,579	75,248	75,810	76,800	562		
ADMINISTRATIVE EXPENSE	--	--	100	100	100	--		
OPERATING EXPENSE	239	391	900	900	960	--		
COMMUNICATIONS	765	595	800	745	745	(55)		
INSURANCE EXPENSE	212	--	400	400	600	--		
PROGRAM EXPENSES	6,827	5,919	10,800	10,440	10,440	(360)		
MEETINGS, CONFERENCES, TRAINING	2,684	2,820	5,600	5,600	5,910	--		
FUEL / TRANSPORTATION COSTS	377	511	800	800	800	--		
MARKETING & PROMOTION	1,789	1,014	2,700	2,300	2,310	(400)		
	<u>81,887</u>	<u>83,827</u>	<u>97,348</u>	<u>97,095</u>	<u>98,665</u>	<u>(253)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>(20,075)</u>	<u>36,209</u>	<u>668</u>	<u>58,601</u>	<u>67,025</u>	<u>57,933</u>		
OTHER								
O.P.P. CONTRACT	2,382,692	2,145,047	2,344,381	2,406,319	2,406,319	61,938		(2)
	<u>2,382,692</u>	<u>2,145,047</u>	<u>2,344,381</u>	<u>2,406,319</u>	<u>2,406,319</u>	<u>61,938</u>		
	<u>2,362,618</u>	<u>2,181,256</u>	<u>2,345,049</u>	<u>2,464,920</u>	<u>2,473,344</u>	<u>119,871</u>	5%	

EXPLANATION OF CHANGE:

Revenue

(1) Loss of CPP and 1,000 Officers grants

Other

(2) OPP Contract rise

INCLUDES DEPARTMENTS:

3220-4000 Police Admin
3230-4000 Police Services Board

**Town of Ingersoll
POLICE FACILITY
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: POLICE ACTIVITY: FACILITY	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500 & +/- 5%	ref
REVENUE								
RENT / LEASES	(105,000)	(106,138)	(105,000)	(105,000)	(106,575)	--		
INTERNAL (REVENUE) EXPENSE	74,064	--	65,952	72,752	73,430	6,800	10%	
	<u>(30,936)</u>	<u>(106,138)</u>	<u>(39,048)</u>	<u>(32,248)</u>	<u>(33,145)</u>	<u>6,800</u>		
EXPENSE								
INSURANCE EXPENSE	336	--	650	650	650	--		
UTILITIES - HEAT, HYDRO, WATER	24,441	19,551	26,650	27,150	27,300	500		
BLDG REPAIRS & MAINTENANCE	6,906	5,275	5,000	7,250	5,000	2,250		
MAINTENANCE CONTRACTS	200	240	500	500	500	--		
	<u>31,884</u>	<u>25,066</u>	<u>32,800</u>	<u>35,550</u>	<u>33,450</u>	<u>2,750</u>		
NET OPERATING (REVENUE) EXPENSE	<u>948</u>	<u>(81,072)</u>	<u>(6,248)</u>	<u>3,302</u>	<u>305</u>	<u>9,550</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	15,350	10,000	10,000	10,000	10,000	--		
	<u>11,650</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>--</u>		
	<u>12,598</u>	<u>(71,072)</u>	<u>3,752</u>	<u>13,302</u>	<u>10,305</u>	<u>9,550</u>	255%	

EXPLANATION OF CHANGE:

Revenue No significant changes projected at this time

INCLUDES DEPARTMENTS:

3200-4100 Facility

Expenses No significant changes projected at this time

**Town of Ingersoll
Engineering and Street Lights
2019 Budget - Draft
January 24, 2019**

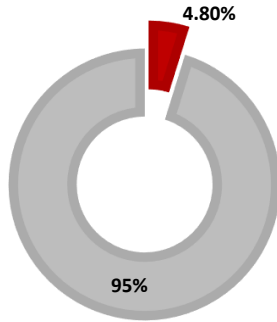
What We Do

The Engineering Department is responsible for the following areas:

Engineering Services, Capital Construction, Asset Management, Planning, Traffic and Street Lights, Active Transportation, Surveying, Drainage, Traffic and Speed Studies, Locates, and Waste Management Services

Special Operating Projects / Memos/ Enhancements /Challenges

**ENGINEERING PORTION OF TOWN'S
LEVY**



Challenges

Difficulty obtaining funding for Infrastructure and applying for OCIF application based funding.

New Asset Management planning regulation. The Town will be required to update the Asset Management Plan with lifecycle policies, financial strategies and levels of service.

Special Projects

Asset Management Plan updates, policies and financing strategy to ensure compliance with the proposed regulation.

Median residential property valued at \$218,500 will pay \$97/year or \$8.1/month for this service.

**Town of Ingersoll
ENGINEERING
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: ENGINEERING ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
PERMITS/LICENSES	(100)	(1,050)	(200)	(200)	(200)	--		
USER FEES	(1,376)	(4,717)	(1,500)	(1,500)	(1,500)	--		
RECOVERIES	(35,047)	(92,757)	(80,200)	(67,200)	(50,200)	13,000	16%	(1)
	<u>(36,523)</u>	<u>(98,524)</u>	<u>(81,900)</u>	<u>(68,900)</u>	<u>(51,900)</u>	<u>13,000</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	338,188	362,210	375,980	380,670	387,650	4,690		
ADMINISTRATIVE EXPENSE	9,446	10,197	15,850	8,850	8,850	(7,000)	-44%	(2)
OPERATING EXPENSE	2,203	3,073	3,970	6,820	3,270	2,850		
COMMUNICATIONS	10,254	9,121	11,000	11,000	11,000	--		
PROGRAM EXPENSES	1,269	1,544	2,855	3,355	3,355	500		
MEETINGS, CONFERENCES, TRAINING	13,735	9,673	17,650	19,520	16,300	1,870		
FUEL / TRANSPORTATION COSTS	3,135	3,033	3,100	3,100	3,100	--		
PROFESSIONAL FEES	42,033	52,589	66,500	39,500	34,700	(27,000)	-41%	(3)
CONTRACTED SERVICES	1,061	1,078	2,500	2,500	2,540	--		
MARKETING & PROMOTION	370	455	500	500	1,000	--		
EQUIP REPAIRS & MAINTENANCE	(7,907)	(4,863)	(3,800)	(3,000)	(4,800)	800		
EQUIPMENT USAGE	471	561	200	200	200	--		
	<u>414,258</u>	<u>448,671</u>	<u>496,305</u>	<u>473,015</u>	<u>467,165</u>	<u>(23,290)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>377,734</u>	<u>350,147</u>	<u>414,405</u>	<u>404,115</u>	<u>415,265</u>	<u>(10,290)</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	1,880,381	1,507,000	1,507,000	1,757,000	1,857,000	250,000	17%	(4)
	<u>1,880,381</u>	<u>1,507,000</u>	<u>1,507,000</u>	<u>1,757,000</u>	<u>1,857,000</u>	<u>250,000</u>		
	<u>2,258,115</u>	<u>1,857,147</u>	<u>1,921,405</u>	<u>2,161,115</u>	<u>2,272,265</u>	<u>239,710</u>	12%	

EXPLANATION OF CHANGE:

Revenue

- (1) Based on anticipated 2019 capital projects performed and managed by Town's engineering staff on behalf of the County. The Town will charge a 10% fee on the total cost of the projects for engineering and admin services.

INCLUDES DEPARTMENTS:

- 4000-4000 Administration
4000-5020 Locates

Expenses

- (2) Based on licensing requirements in 2019
(3) 2018 was higher due the upgrades of Town's survey monuments
(4) Increase funding to address infrastructure gap.

Town of Ingersoll
STREET LIGHTING & TRAFFIC SIGNALS
 2019 Budget - Draft
 January 24, 2019

DEPARTMENT: ENGINEERING ACTIVITY: STREET LIGHTING & TRAFFIC SIGNALS	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
	--	--	--	--	--	--		
EXPENSE								
UTILITIES - HEAT, HYDRO, WATER	266,923	216,742	265,000	280,000	288,300	15,000	6%	(1)
EQUIP REPAIRS & MAINTENANCE	16,177	24,743	22,000	25,200	25,700	3,200	15%	(2)
	<u>283,100</u>	<u>241,485</u>	<u>287,000</u>	<u>305,200</u>	<u>314,000</u>	<u>18,200</u>		
NET OPERATING (REVENUE) EXPENSE	<u>283,100</u>	<u>241,485</u>	<u>287,000</u>	<u>305,200</u>	<u>314,000</u>	<u>18,200</u>		
OTHER								
	--	--	--	--	--	--		
	<u>283,100</u>	<u>241,485</u>	<u>287,000</u>	<u>305,200</u>	<u>314,000</u>	<u>18,200</u>	6%	

EXPLANATION OF CHANGE:

Revenue No significant changes projected

INCLUDES DEPARTMENTS:

4000-4400 Street Lights
 4000-4410 Traffic Signals

Expenses

- (1) Based on additions to the Town street lights inventory (new subdivisions) and hydro rate increases at the rate of inflations of 2%.
- (2) Based on additions to the Town street lights inventory (new subdivisions) and increasing maintenance of the growing lights inventory.

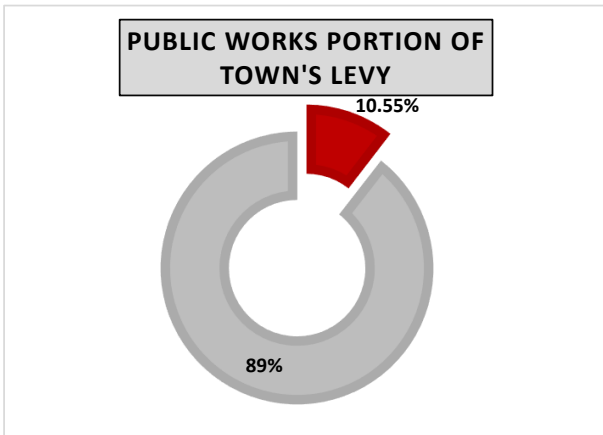
**Town of Ingersoll
Public Works
2019 Budget - Draft
January 24, 2019**

What We Do

The Public Works Department is responsible for:

Maintenance of Bridges and Culverts, Roadsides, Sidewalks, Trees, Catch basins/Storm Sewers and Road Top Street Sweeping, Winter Control, Signs, Guiderail, Railway Crossings, Detours, Brush/Yard Waste/Leaf Pick up and Litter Pick up.

Special Operating Projects / Memos/ Enhancements /Challenges



Special Projects

Continue underground storm sewer inspections that must be done once every five (5) years.

Memo

The Town is cancelling the Christmas Tree Pick up service

Median residential property valued at \$218,500 will pay \$214/year or \$17.8/month for this service.

Town of Ingersoll
PUBLIC WORKS-TOTAL ALL ACTIVITIES
2019 Budget - Draft
January 24, 2019

DEPARTMENT: PUBLIC WORKS ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
SALE OF GOODS OR SERVICES	(11,296)	(10,129)	(8,180)	(8,680)	(8,650)	(500)		
PERMITS/LICENSES	(12,000)	(13,550)	(10,000)	(10,000)	(10,000)	--		
USER FEES	--	--	(300)	(300)	(300)	--		
RECOVERIES	(29,160)	(20,236)	(20,000)	(21,000)	(21,000)	(1,000)		
COUNTY RECOVERY	(202,885)	(109,261)	(208,438)	(208,678)	(208,938)	(240)		
	<u>(255,342)</u>	<u>(153,176)</u>	<u>(246,918)</u>	<u>(248,658)</u>	<u>(248,888)</u>	<u>(1,740)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	1,039,138	1,060,496	1,086,874	1,098,021	1,122,190	11,147		
ADMINISTRATIVE EXPENSE	1,734	1,998	1,275	1,375	1,485	100		
OPERATING EXPENSE	20,566	17,103	20,450	20,700	24,250	250		
COMMUNICATIONS	6,883	4,879	8,969	9,249	9,279	280		
UTILITIES - HEAT, HYDRO, WATER	18,735	15,224	20,950	21,450	21,700	500		
PROGRAM EXPENSES	223	527	886	1,628	1,628	742		
MEETINGS, CONFERENCES, TRAINING	7,629	12,216	8,105	8,125	8,125	20		
FUEL / TRANSPORTATION COSTS	54,669	63,911	59,275	65,075	66,375	5,800	10%	
CONTRACTED SERVICES	18,295	27,585	31,250	30,000	30,000	(1,250)		
MARKETING & PROMOTION	8,016	387	5,500	800	800	(4,700)	-85%	
LAND MAINTENANCE & IMPROVEMENT	--	--	1,000	--	--	(1,000)		
EQUIP REPAIRS & MAINTENANCE	4,408	4,254	95,252	90,797	96,252	(4,455)		
BLDG REPAIRS & MAINTENANCE	7,655	12,424	9,000	9,000	9,000	--		
SNOW REMOVAL AND SANDING	21,740	21,563	18,000	19,000	19,000	1,000		
MAINTENANCE CONTRACTS	8,179	9,368	12,130	11,410	11,410	(720)		
MATERIALS	379,703	425,484	422,108	422,160	436,260	52		
EQUIPMENT USAGE	31,071	41,381	(200)	(200)	(200)	--		
	<u>1,628,644</u>	<u>1,718,800</u>	<u>1,800,824</u>	<u>1,808,590</u>	<u>1,857,554</u>	<u>7,766</u>		
NET OPERATING (REVENUE) EXPENSE	<u>1,373,303</u>	<u>1,565,624</u>	<u>1,553,906</u>	<u>1,559,932</u>	<u>1,608,666</u>	<u>6,026</u>		
OTHER								
TRANSFER FROM RESERVES & RES FUNDS	(2,388)	--	(4,309)	(2,601)	(2,700)	1,708		
TRANSFER TO RESERVES & RES FUNDS	266,626	207,223	212,285	224,280	216,225	11,995	6%	
	<u>264,238</u>	<u>207,223</u>	<u>207,976</u>	<u>221,679</u>	<u>213,525</u>	<u>13,703</u>		
	<u>1,637,541</u>	<u>1,772,846</u>	<u>1,761,882</u>	<u>1,781,611</u>	<u>1,822,191</u>	<u>19,729</u>	1.1%	
SUMMARY OF ALL PUBLIC WORKS ACTIVITIES:								
ADMINISTRATION & EQUIPMENT			353,870	361,129		7,259		
BRIDGES & CULVERTS			12,960	11,640		(1,320)		
ROADSIDE MAINTENANCE			270,790	265,720		(5,070)		
SURFACE MAINTENANCE			297,670	287,220		(10,450)		
ROADS, SIDEWALKS & PARKING LOTS			263,220	263,280		60		
WINTER CONTROL			442,330	479,640		37,310		
ENVIRONMENTAL SERVICES			121,042	112,982		(8,060)		
			<u>1,761,882</u>	<u>1,781,611</u>		<u>19,729</u>		

Town of Ingersoll
PUBLIC WORKS-ADMINISTRATION & EQUIPMENT
2019 Budget - Draft
January 24, 2019

DEPARTMENT: PUBLIC WORKS						Change 2018 to 2019		
ACTIVITY:	ADMINISTRATION & EQUIPMENT	Actual	YTD Actual	Budget		Projection	(fav)	% if > \$2,500
		2017	2018	2018	2019	2020	unfav	& +/- 5% ref
REVENUE								
SALE OF GOODS OR SERVICES		(3,127)	(2,057)	(1,000)	(1,500)	(1,500)	(500)	
PERMITS/LICENSES		(12,000)	(13,550)	(10,000)	(10,000)	(10,000)	--	
USER FEES		--	--	(300)	(300)	(300)	--	
RECOVERIES		(29,160)	(20,236)	(20,000)	(21,000)	(21,000)	(1,000)	
COUNTY RECOVERY		(173,083)	(90,869)	(180,000)	(180,000)	(180,000)	--	
		<u>(217,370)</u>	<u>(126,713)</u>	<u>(211,300)</u>	<u>(212,800)</u>	<u>(212,800)</u>	<u>(1,500)</u>	
EXPENSE								
SALARIES, WAGES & BENEFITS		475,772	478,725	460,083	470,420	478,800	10,337	
ADMINISTRATIVE EXPENSE		1,734	1,998	1,275	1,375	1,485	100	
OPERATING EXPENSE		19,071	14,163	17,950	18,200	21,750	250	
COMMUNICATIONS		6,883	4,879	8,969	9,249	9,279	280	
UTILITIES - HEAT, HYDRO, WATER		18,006	14,623	20,200	20,700	20,700	500	
PROGRAM EXPENSES		223	527	886	1,628	1,628	742	
MEETINGS, CONFERENCES, TRAINING		7,629	12,216	8,105	8,125	8,125	20	
FUEL / TRANSPORTATION COSTS		54,669	63,911	59,275	65,075	66,375	5,800	
CONTRACTED SERVICES		--	--	2,750	--	--	(2,750)	-100% (1)
MARKETING & PROMOTION		256	387	300	300	300	--	
EQUIP REPAIRS & MAINTENANCE		4,408	4,254	95,252	90,797	96,252	(4,455)	
BLDG REPAIRS & MAINTENANCE		7,655	12,424	9,000	9,000	9,000	--	
MAINTENANCE CONTRACTS		8,179	9,368	12,130	11,410	11,410	(720)	
EQUIPMENT USAGE		(307,317)	(240,676)	(343,290)	(356,630)	(355,330)	(13,340)	(2)
		<u>297,167</u>	<u>376,799</u>	<u>352,885</u>	<u>349,649</u>	<u>369,774</u>	<u>(3,236)</u>	
NET OPERATING (REVENUE) EXPENSE		<u>79,797</u>	<u>250,086</u>	<u>141,585</u>	<u>136,849</u>	<u>156,974</u>	<u>(4,736)</u>	
OTHER								
TRANSFER TO RESERVES & RES FUNDS		266,626	207,223	212,285	224,280	216,225	11,995	6% (3)
		<u>266,626</u>	<u>207,223</u>	<u>212,285</u>	<u>224,280</u>	<u>216,225</u>	<u>11,995</u>	
		<u>346,423</u>	<u>457,309</u>	<u>353,870</u>	<u>361,129</u>	<u>373,199</u>	<u>7,259</u>	2%

EXPLANATION OF CHANGE:

Revenue No significant changes projected at this time

INCLUDES DEPARTMENTS:

4500-4000 Administration
4500-4100 Facility
4500-4190 Supervisory
4500-4230 Equipment Usage

Expenses

- (1) 2018 was higher due to a one time software implementation project
(2) To bring in line with 2016 and 2017 actuals.

Other

- (3) Directly attributed to the equipment usage estimates

Town of Ingersoll
BRIDGES & CULVERTS
2019 Budget - Draft
January 24, 2019

DEPARTMENT: PUBLIC WORKS ACTIVITY: BRIDGES & CULVERTS	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
	--	--	--	--	--	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	9,976	5,615	9,760	9,890	10,100	130		
MATERIALS	534	721	2,500	1,000	3,000	(1,500)		
EQUIPMENT USAGE	1,864	838	700	750	1,650	50		
	<u>12,374</u>	<u>7,173</u>	<u>12,960</u>	<u>11,640</u>	<u>14,750</u>	<u>(1,320)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>12,374</u>	<u>7,173</u>	<u>12,960</u>	<u>11,640</u>	<u>14,750</u>	<u>(1,320)</u>		
OTHER								
	--	--	--	--	--	--		
	<u>12,374</u>	<u>7,173</u>	<u>12,960</u>	<u>11,640</u>	<u>14,750</u>	<u>(1,320)</u>		-10%

EXPLANATION OF CHANGE:

Revenue No significant changes projected

Expenses No significant changes projected

INCLUDES DEPARTMENTS:

4500-4110 Bridges and Culverts

Town of Ingersoll
ROADSIDE MAINTENANCE
2019 Budget - Draft
January 24, 2019

DEPARTMENT: PUBLIC WORKS ACTIVITY: ROADSIDE MAINTENANCE	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
	--	--	--	--	--	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	141,068	103,045	129,590	116,520	119,600	(13,070)	-10%	(1)
MATERIALS	52,719	72,082	72,700	72,700	72,700	--		
EQUIPMENT USAGE	83,376	61,195	68,500	76,500	73,500	8,000	12%	(2)
	<u>277,163</u>	<u>236,323</u>	<u>270,790</u>	<u>265,720</u>	<u>265,800</u>	<u>(5,070)</u>		
NET OPERATING (REVENUE) EXPENSE	277,163	236,323	270,790	265,720	265,800	(5,070)		
OTHER								
	--	--	--	--	--	--		
	<u>277,163</u>	<u>236,323</u>	<u>270,790</u>	<u>265,720</u>	<u>265,800</u>	<u>(5,070)</u>		-2%

EXPLANATION OF CHANGE:

Revenue No significant changes projected

Expenses

- (1) Directly attributed to staff time estimates.
- (2) Directly attributed to equipment usage estimates.

INCLUDES DEPARTMENTS:

- 4500-4120 Mowing, Weed and Spray
- 4500-4121 Tree Trimming
- 4500-4122 Ditching
- 4500-4123 Catch Basins

Town of Ingersoll
SURFACE MAINTENANCE
2019 Budget - Draft
January 24, 2019

DEPARTMENT: PUBLIC WORKS ACTIVITY: SURFACE MAINTENANCE	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500 & +/- 5%	ref
REVENUE								
	--	--	--	--	--	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	109,757	114,768	119,720	121,270	124,100	1,550		
MATERIALS	117,365	125,986	114,200	102,200	113,700	(12,000)	-11%	(1)
EQUIPMENT USAGE	66,214	42,155	63,750	63,750	64,550	--		
	<u>293,335</u>	<u>282,909</u>	<u>297,670</u>	<u>287,220</u>	<u>302,350</u>	<u>(10,450)</u>		
NET OPERATING (REVENUE) EXPENSE	293,335	282,909	297,670	287,220	302,350	(10,450)		
OTHER								
	--	--	--	--	--	--		
	<u>293,335</u>	<u>282,909</u>	<u>297,670</u>	<u>287,220</u>	<u>302,350</u>	<u>(10,450)</u>		-4%

EXPLANATION OF CHANGE:

Revenue No significant changes projected

Expenses

(1) Based on planed surface maintenance projects.

INCLUDES DEPARTMENTS:

4500-4130 Patching & Spray
4500-4131 Sweep, Flush, Clean
4500-4132 Shoulder
4500-4141 Dust Control

Town of Ingersoll
ROADS, SIDEWALKS & PARKING LOTS
2019 Budget - Draft
January 24, 2019

DEPARTMENT: PUBLIC WORKS ACTIVITY: ROADS, SIDEWALKS & PARKING LOTS	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019	
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500 unfav & +/- 5% ref
REVENUE							
	--	--	--	--	--	--	
EXPENSE							
SALARIES, WAGES & BENEFITS	109,489	111,794	111,000	106,900	109,500	(4,100)	
UTILITIES - HEAT, HYDRO, WATER	729	601	750	750	1,000	--	
LAND MAINTENANCE & IMPROVEMENT	--	--	1,000	--	--	(1,000)	
SNOW REMOVAL AND SANDING	21,740	21,563	18,000	19,000	19,000	1,000	
MATERIALS	96,117	88,914	109,300	113,260	113,260	3,960	
EQUIPMENT USAGE	27,388	21,163	23,170	23,370	23,370	200	
	<u>255,463</u>	<u>244,035</u>	<u>263,220</u>	<u>263,280</u>	<u>266,130</u>	<u>60</u>	
NET OPERATING (REVENUE) EXPENSE	<u>255,463</u>	<u>244,035</u>	<u>263,220</u>	<u>263,280</u>	<u>266,130</u>	<u>60</u>	
OTHER							
	--	--	--	--	--	--	
	<u>255,463</u>	<u>244,035</u>	<u>263,220</u>	<u>263,280</u>	<u>266,130</u>	<u>60</u>	0%

EXPLANATION OF CHANGE:

Revenue No significant changes projected

Expenses No significant changes projected

INCLUDES DEPARTMENTS:

4500-4160 Signs & Guide Rails
4500-4161 Crossing Signals
4500-4200 Parking Lots
4500-4205 Detours
4500-4220 Sidewalk Repairs

**Town of Ingersoll
WINTER CONTROL
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: PUBLIC WORKS ACTIVITY: WINTER CONTROL	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE	--	--	--	--	--	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	108,546	143,717	150,370	175,180	179,690	24,810	16%	(1)
CONTRACTED SERVICES	18,295	27,585	28,500	30,000	30,000	1,500		
MATERIALS	109,059	133,247	116,900	127,900	127,900	11,000	9%	(2)
EQUIPMENT USAGE	112,033	107,994	146,560	146,560	146,560	--		
	<u>347,933</u>	<u>412,543</u>	<u>442,330</u>	<u>479,640</u>	<u>484,150</u>	<u>37,310</u>		
NET OPERATING (REVENUE) EXPENSE	<u>347,933</u>	<u>412,543</u>	<u>442,330</u>	<u>479,640</u>	<u>484,150</u>	<u>37,310</u>		
OTHER	--	--	--	--	--	--		
	<u>347,933</u>	<u>412,543</u>	<u>442,330</u>	<u>479,640</u>	<u>484,150</u>	<u>37,310</u>	8%	
EXPLANATION OF CHANGE:					INCLUDES DEPARTMENTS:			
Revenue No significant changes projected					4500-4150	Plowing, Sand and Salting		
					4500-4151	Snow Removal		
					4500-4152	Snow Fence		
Expenses					4500-4153	Winter Standby		
(1) Longer winters and harsher winter weather. Includes provision for part time patrollers.					4500-4221	Sidewalk Winter Control		
(2) Directly attribute to the rising costs of salt and sand.								

Town of Ingersoll
ENVIRONMENTAL SERVICES
 2019 Budget - Draft
 January 24, 2019

DEPARTMENT: PUBLIC WORKS	ACTIVITY: ENVIRONMENTAL SERVICES	Actual		Budget		Projection	Change 2018 to 2019		
		2017	YTD Actual 2018	2018	2019	2020	(fav)	% if > \$2,500	ref
							unfav	& +/- 5%	
REVENUE									
SALE OF GOODS OR SERVICES		(8,170)	(8,072)	(7,180)	(7,180)	(7,150)		--	
COUNTY RECOVERY		(29,802)	(18,391)	(28,438)	(28,678)	(28,938)		(240)	
		<u>(37,972)</u>	<u>(26,464)</u>	<u>(35,618)</u>	<u>(35,858)</u>	<u>(36,088)</u>		<u>(240)</u>	
EXPENSE									
SALARIES, WAGES & BENEFITS		84,531	102,832	106,351	97,841	100,400	(8,510)	-8%	(1)
OPERATING EXPENSE		1,495	2,940	2,500	2,500	2,500		--	
MARKETING & PROMOTION		7,760	--	5,200	500	500	(4,700)	-90%	(2)
MATERIALS		3,909	4,535	6,508	5,100	5,700	(1,408)		
EQUIPMENT USAGE		47,514	48,712	40,410	45,500	45,500	5,090		
		<u>145,209</u>	<u>159,018</u>	<u>160,969</u>	<u>151,441</u>	<u>154,600</u>		<u>(9,528)</u>	
NET OPERATING (REVENUE) EXPENSE		<u>107,237</u>	<u>132,554</u>	<u>125,351</u>	<u>115,583</u>	<u>118,512</u>		<u>(9,768)</u>	
OTHER									
TRANSFER FROM RESERVES & RES FUNDS		(2,388)	--	(4,309)	(2,601)	(2,700)	1,708		
		<u>(2,388)</u>	<u>--</u>	<u>(4,309)</u>	<u>(2,601)</u>	<u>(2,700)</u>	<u>1,708</u>		
		<u>104,850</u>	<u>132,554</u>	<u>121,042</u>	<u>112,982</u>	<u>115,812</u>		<u>(8,060)</u>	-7%
EXPLANATION OF CHANGE:						INCLUDES DEPARTMENTS:			
Revenue No significant changes projected						4500-4203	Promo Trees		
						4500-5000	Garbage & Recycling Admin		
						4500-5010	Waste Depot		
						4500-5012	Debris & Litter Pickup		
						4500-5013	Leaf Collection		
						4500-5015	Christmas Trees Pick up		
Expenses									
(1) Salaries decreased due to the elimination of the Christmas tree pick up program.									
(2) Directly attributed to the elimination of the Christmas Tree pick up program.									

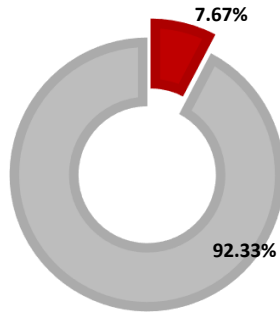
**Town of Ingersoll
Parks, Arena & Seniors Centre
2019 Budget - Draft
January 24, 2019**

What We Do

The Park and Arena is responsible for maintaining over 130 acres of parkland, trails, sports fields (baseball & soccer), tennis/basketball courts, playground structures, outdoor washrooms, flower beds, floral hanging baskets etc. Maintaining and operating a single pad arena/auditorium for youth and adult user groups & public skating for all ages.

Special Operating Projects / Memos/ Enhancements /Challenges

**PARKS, ARENA & SENIORS
CENTRE PORTION OF TOWN'S
LEVY**



Challenges

Aging Parks Shop, Arena and Senior Centre facilities. All parks buildings require substantial investments. It has been decided to repair the Seniors Center and Arena on "as needed" basis in the anticipation of relocating the Center to the new Multi Use Recreational Facility. The Parks Shop, Arena and Suzuki Centre deficiencies are being addressed in 2018 and 2019 .

government to impose tighter standards for arena refrigeration plants, more inspections and proper training. These standards will have a financial impact on the Towns' budget.

Enhancements

The Parks department payroll budget is being impacted by an increase of the part time parks maintenance staff hours to provide better service.

Special Projects

Cross train full time maintenance staff to ensure they are properly trained, comfortable and safe to work at all Town's recreational facilities.

Continue the Multi Use Rec Facility project. The 2018 budget contains a \$100K to complete the drawings and specifications.

Median residential property valued at \$218,500 will pay \$155/year or \$12.9/month for this service.

Town of Ingersoll
PARKS AND ARENA TOTAL ACTIVITIES
2019 Budget - Draft
January 24, 2019

DEPARTMENT: PARKS AND ARENA ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019	
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5% ref
REVENUE							
SALE OF GOODS OR SERVICES	(36,362)	(20,443)	(25,700)	(8,200)	(10,700)	17,500	68%
ICE RENTAL	(227,163)	(201,046)	(231,343)	(244,965)	(244,965)	(13,622)	-6%
RENT / LEASES	(7,263)	(7,193)	(16,240)	(15,940)	(16,100)	300	
USER FEES	(60,317)	(62,441)	(58,619)	(61,630)	(61,630)	(3,011)	-5%
RECOVERIES	(8,700)	--	(8,700)	(8,200)	(8,200)	500	
DONATIONS / FUNDRAISING	(12,020)	(16,889)	--	--	--	--	
	<u>(351,825)</u>	<u>(308,012)</u>	<u>(340,602)</u>	<u>(338,935)</u>	<u>(341,595)</u>	<u>1,667</u>	
EXPENSE							
SALARIES, WAGES & BENEFITS	685,554	773,073	779,320	838,910	857,300	59,590	8%
ADMINISTRATIVE EXPENSE	542	566	625	625	775	--	
OPERATING EXPENSE	17,463	16,190	15,561	18,677	22,261	3,116	20%
COMMUNICATIONS	6,179	6,366	6,860	6,865	4,850	5	
UTILITIES - HEAT, HYDRO, WATER	234,571	194,448	233,800	251,800	257,960	18,000	8%
SUPPLIES	27,815	20,418	23,600	8,900	9,400	(14,700)	-62%
PROGRAM EXPENSES	52,774	17,206	18,800	17,800	17,800	(1,000)	
MEETINGS, CONFERENCES, TRAINING	2,058	4,637	9,650	10,450	5,950	800	
FUEL / TRANSPORTATION COSTS	14,847	18,253	19,050	20,150	20,900	1,100	
PROFESSIONAL FEES	4,038	--	5,000	1,000	1,000	(4,000)	80%
CONTRACTED SERVICES	7,861	11,281	8,860	13,500	13,500	4,640	52%
MARKETING & PROMOTION	31,124	6,158	8,000	10,000	10,500	2,000	
GRANTS TO VOLUNTEER ORGANIZATIONS	36,000	--	46,400	36,000	36,000	(10,400)	-22%
LAND MAINTENANCE & IMPROVEMENT	44,021	53,985	47,500	57,500	57,500	10,000	21%
EQUIP REPAIRS & MAINTENANCE	71,119	96,289	83,220	97,015	97,015	13,795	17%
BLDG REPAIRS & MAINTENANCE	26,074	32,142	32,600	43,700	40,190	11,100	34%
SNOW REMOVAL AND SANDING	5,097	12,860	11,500	12,500	12,500	1,000	
MAINTENANCE CONTRACTS	28,555	24,881	26,669	26,777	26,777	108	
	<u>1,295,692</u>	<u>1,288,644</u>	<u>1,377,015</u>	<u>1,472,169</u>	<u>1,492,178</u>	<u>95,154</u>	
NET OPERATING (REVENUE) EXPENSE	<u>943,867</u>	<u>980,632</u>	<u>1,036,413</u>	<u>1,133,234</u>	<u>1,150,583</u>	<u>96,821</u>	
OTHER							
TRANSFER TO RESERVES & RES FUNDS	459,310	438,210	438,210	434,210	399,210	(4,000)	
	<u>447,280</u>	<u>438,180</u>	<u>438,210</u>	<u>434,210</u>	<u>399,210</u>	<u>(4,000)</u>	
	<u>1,391,147</u>	<u>1,418,812</u>	<u>1,474,623</u>	<u>1,567,444</u>	<u>1,549,793</u>	<u>92,821</u>	6%
SUMMARY OF ALL PARKS ACTIVITIES:							
ADMINISTRATION			151,635	160,820		9,185	
ARENA			422,794	431,326		8,532	
PARKS			667,730	735,002		67,272	
PARKS PROGRAMS			75,460	76,050		590	
CAMI PARKS / SUZUKI HOUSE			157,004	164,246		7,242	
			<u>1,474,623</u>	<u>1,567,444</u>		<u>92,821</u>	

Town of Ingersoll
PARKS - ADMINISTRATION
 2019 Budget - Draft
 January 24, 2019

DEPARTMENT: PARKS AND ARENA ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019	
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5% ref
REVENUE							
DONATIONS / FUNDRAISING	(12,020)	(4,747)	--	--	--	--	
	<u>(12,020)</u>	<u>(4,747)</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	
EXPENSE							
SALARIES, WAGES & BENEFITS	93,343	126,435	120,790	126,620	128,600	5,830	
ADMINISTRATIVE EXPENSE	133	148	75	75	75	--	
OPERATING EXPENSE	--	--	100	100	100	--	
COMMUNICATIONS	527	372	420	2,475	450	2,055	
PROGRAM EXPENSES	44,244	11,871	9,200	12,200	12,200	3,000	
MEETINGS, CONFERENCES, TRAINING	1,578	2,088	1,700	2,000	2,000	300	
FUEL / TRANSPORTATION COSTS	1,446	57	1,250	1,250	1,500	--	
PROFESSIONAL FEES	4,038	--	5,000	1,000	1,000	(4,000)	80%
MARKETING & PROMOTION	26,596	3,811	3,000	5,000	5,000	2,000	
EQUIP REPAIRS & MAINTENANCE	--	--	100	100	100	--	
	<u>171,904</u>	<u>144,673</u>	<u>141,635</u>	<u>150,820</u>	<u>151,025</u>	<u>9,185</u>	
NET OPERATING (REVENUE) EXPENSE	<u>159,884</u>	<u>139,926</u>	<u>141,635</u>	<u>150,820</u>	<u>151,025</u>	<u>9,185</u>	
OTHER							
TRANSFER TO RESERVES & RES FUNDS	15,500	10,000	10,000	10,000	10,000	--	
	<u>3,500</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>--</u>	
	<u>163,384</u>	<u>149,926</u>	<u>151,635</u>	<u>160,820</u>	<u>161,025</u>	<u>9,185</u>	6%

EXPLANATION OF CHANGE:

Revenue No significant changes projected

INCLUDES DEPARTMENTS:

5000-4000 Administration

Expenses No significant changes projected

**Town of Ingersoll
ARENA
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: PARKS AND ARENA ACTIVITY: ARENA	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
SALE OF GOODS OR SERVICES	(16,390)	(7,960)	(9,200)	(6,700)	(9,200)	2,500		
ICE RENTAL	(227,163)	(201,046)	(231,343)	(244,965)	(244,965)	(13,622)	-6%	(1)
RENT / LEASES	(7,263)	(7,193)	(6,200)	(5,900)	(5,900)	300		
USER FEES	(8,234)	(9,032)	(8,059)	(8,070)	(8,070)	(11)		
	<u>(259,050)</u>	<u>(225,231)</u>	<u>(254,802)</u>	<u>(265,635)</u>	<u>(268,135)</u>	<u>(10,833)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	247,609	223,596	211,210	211,790	216,900	580		
ADMINISTRATIVE EXPENSE	383	371	350	350	500	--		
OPERATING EXPENSE	6,872	5,704	6,371	7,131	7,231	760		
COMMUNICATIONS	3,502	3,699	3,140	3,140	3,150	--		
UTILITIES - HEAT, HYDRO, WATER	106,640	90,868	102,500	109,000	111,910	6,500	6%	
SUPPLIES	5,713	(115)	2,600	400	400	(2,200)		
MEETINGS, CONFERENCES, TRAINING	340	1,184	6,950	6,950	2,450	--		
FUEL / TRANSPORTATION COSTS	3,004	2,445	2,800	2,900	3,400	100		
EQUIP REPAIRS & MAINTENANCE	11,891	32,063	24,300	31,595	31,595	7,295	30%	(2)
BLDG REPAIRS & MAINTENANCE	14,001	17,977	16,500	23,000	23,000	6,500	39%	(3)
SNOW REMOVAL AND SANDING	2,027	6,045	5,400	5,900	5,900	500		
MAINTENANCE CONTRACTS	17,272	15,196	16,265	15,595	15,595	(670)		
	<u>419,652</u>	<u>399,079</u>	<u>398,386</u>	<u>417,751</u>	<u>422,031</u>	<u>19,365</u>		
NET OPERATING (REVENUE) EXPENSE	<u>160,602</u>	<u>173,848</u>	<u>143,584</u>	<u>152,116</u>	<u>153,896</u>	<u>8,532</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	323,810	279,210	279,210	279,210	279,210	--		
	<u>323,810</u>	<u>279,210</u>	<u>279,210</u>	<u>279,210</u>	<u>279,210</u>	<u>--</u>		
	<u>484,412</u>	<u>453,058</u>	<u>422,794</u>	<u>431,326</u>	<u>433,106</u>	<u>8,532</u>	2%	

EXPLANATION OF CHANGE:

Revenue

(1) Directly attributed to the new ice rental fees.

Expenses

(2) Directly attributed to refrigeration plant maintenance and inspections.
(3) Directly attributed to refrigeration plant maintenance and inspections.

INCLUDES DEPARTMENTS:

5000-6020 Arena

**Town of Ingersoll
PARKS
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: PARKS AND ARENA ACTIVITY: PARKS	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019	
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5% ref
REVENUE							
USER FEES	(25,979)	(29,319)	(24,000)	(27,000)	(27,000)	(3,000)	-13% (1)
RECOVERIES	(8,700)	--	(8,700)	(8,200)	(8,200)	500	
	<u>(34,679)</u>	<u>(40,460)</u>	<u>(32,700)</u>	<u>(35,200)</u>	<u>(35,200)</u>	<u>(2,500)</u>	
EXPENSE							
SALARIES, WAGES & BENEFITS	314,239	368,431	377,220	433,870	444,000	56,650	15% (2)
ADMINISTRATIVE EXPENSE	26	48	200	200	200	--	
OPERATING EXPENSE	10,591	9,370	8,040	8,946	12,330	906	
COMMUNICATIONS	2,150	2,295	3,250	1,250	1,250	(2,000)	
UTILITIES - HEAT, HYDRO, WATER	39,005	34,652	41,600	42,100	43,850	500	
PROGRAM EXPENSES	5,868	5,334	5,600	5,600	5,600	--	
MEETINGS, CONFERENCES, TRAINING	140	1,365	1,000	1,500	1,500	500	
FUEL / TRANSPORTATION COSTS	10,397	15,750	15,000	16,000	16,000	1,000	
MARKETING & PROMOTION	2,223	132	1,500	1,500	2,000	--	
LAND MAINTENANCE & IMPROVEMENT	42,116	53,857	45,500	55,500	55,500	10,000	22% (3)
EQUIP REPAIRS & MAINTENANCE	36,434	42,334	35,300	41,300	41,300	6,000	17% (4)
BLDG REPAIRS & MAINTENANCE	6,652	8,709	11,100	11,100	11,100	--	
SNOW REMOVAL AND SANDING	--	--	1,100	1,100	1,100	--	
MAINTENANCE CONTRACTS	4,008	4,251	5,020	5,236	5,236	216	
	<u>473,849</u>	<u>546,528</u>	<u>551,430</u>	<u>625,202</u>	<u>640,966</u>	<u>73,772</u>	
NET OPERATING (REVENUE) EXPENSE	<u>439,171</u>	<u>506,068</u>	<u>518,730</u>	<u>590,002</u>	<u>605,766</u>	<u>71,272</u>	
OTHER							
TRANSFER TO RESERVES & RES FUNDS	120,000	149,000	149,000	145,000	110,000	(4,000)	
	<u>120,000</u>	<u>149,000</u>	<u>149,000</u>	<u>145,000</u>	<u>110,000</u>	<u>(4,000)</u>	
	<u>559,171</u>	<u>655,068</u>	<u>667,730</u>	<u>735,002</u>	<u>715,766</u>	<u>67,272</u>	10%

EXPLANATION OF CHANGE:

Revenue

(1) Directly attributed to increased baseball registrations.

INCLUDES DEPARTMENTS:

5000-6050 Parks

Expenses

(2) Anticipated increase in wages as a result of additional FTE to provide better service (grass and weed cutting in parks, and other maintenance duties), an annual wage index and step increases.

(3) To bring in line with actual requirements and anticipated repairs of park equipment (benches, playground repairs, netting, fence repairs).

(4) To bring in line with actual requirements for funding various equipment repair.

**Town of Ingersoll
PARKS PROGRAMS
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: PARKS AND ARENA	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
ACTIVITY: PARKS PROGRAMS	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
SALE OF GOODS OR SERVICES	(19,972)	(12,484)	(16,500)	(1,500)	(1,500)	15,000	91%	(1)
USER FEES	(6,104)	(4,090)	(6,560)	(6,560)	(6,560)	--		
DONATIONS / FUNDRAISING	--	(1,000)	--	--	--	--		
	<u>(26,076)</u>	<u>(17,574)</u>	<u>(23,060)</u>	<u>(8,060)</u>	<u>(8,060)</u>	<u>15,000</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	8,968	45,052	60,060	56,110	57,000	(3,950)	-7%	
OPERATING EXPENSE	--	1,115	1,050	2,500	2,600	1,450		
COMMUNICATIONS	--	--	50	--	--	(50)		
SUPPLIES	22,102	20,533	21,000	8,500	9,000	(12,500)	-60%	(2)
PROGRAM EXPENSES	2,662	--	4,000	--	--	(4,000)	-100%	(3)
CONTRACTED SERVICES	7,486	11,236	8,860	13,500	13,500	4,640	52%	(4)
MARKETING & PROMOTION	2,281	2,215	3,500	3,500	3,500	--		
	<u>43,499</u>	<u>80,151</u>	<u>98,520</u>	<u>84,110</u>	<u>85,600</u>	<u>(14,410)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>17,423</u>	<u>62,577</u>	<u>75,460</u>	<u>76,050</u>	<u>77,540</u>	<u>590</u>		
OTHER								
	<u>(30)</u>	<u>(30)</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>17,393</u>	<u>62,547</u>	<u>75,460</u>	<u>76,050</u>	<u>77,540</u>	<u>590</u>	1%	
EXPLANATION OF CHANGE:						INCLUDES DEPARTMENTS:		
Revenue						5000-6051	Garden Fresh Box	
(1) Directly attributed to the cancellation of the Garden Fresh program						5000-6100	Winter Lights & Santa Village	
Expenses						5000-6110	Festival of Lights	
(2) Directly attributed to the cancellation of the Garden Fresh program								
(3) Directly attributed to the cancellation of the Garden Fresh program								
(4) Directly attributed to the Festival of Lights program to fund entertainment for the program and fireworks.								

Town of Ingersoll
CAMI PARKS / SUZUKI HOUSE
 2019 Budget - Draft
 January 24, 2019

DEPARTMENT: PARKS AND ARENA ACTIVITY: CAMI PARKS / SUZUKI HOUSE	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
RENT / LEASES	--	--	(10,040)	(10,040)	(10,200)	--		
USER FEES	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	--		
	<u>(20,000)</u>	<u>(20,000)</u>	<u>(30,040)</u>	<u>(30,040)</u>	<u>(30,200)</u>	<u>--</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	21,395	9,559	10,040	10,520	10,800	480		
UTILITIES - HEAT, HYDRO, WATER	88,927	68,928	89,700	100,700	102,200	11,000	12%	(1)
GRANTS TO VOLUNTEER ORGANIZATIONS	36,000	--	46,400	36,000	36,000	(10,400)	-22%	(2)
LAND MAINTENANCE & IMPROVEMENT	1,905	128	2,000	2,000	2,000	--		
EQUIP REPAIRS & MAINTENANCE	22,794	21,892	23,520	24,020	24,020	500		
BLDG REPAIRS & MAINTENANCE	5,421	5,457	5,000	9,600	6,090	4,600	92%	(3)
SNOW REMOVAL AND SANDING	3,070	6,815	5,000	5,500	5,500	500		
MAINTENANCE CONTRACTS	7,274	5,434	5,384	5,946	5,946	562		
	<u>186,787</u>	<u>118,212</u>	<u>187,044</u>	<u>194,286</u>	<u>192,556</u>	<u>7,242</u>		
NET OPERATING (REVENUE) EXPENSE	<u>166,787</u>	<u>98,212</u>	<u>157,004</u>	<u>164,246</u>	<u>162,356</u>	<u>7,242</u>		
OTHER								
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>166,787</u>	<u>98,212</u>	<u>157,004</u>	<u>164,246</u>	<u>162,356</u>	<u>7,242</u>	5%	

EXPLANATION OF CHANGE:

Revenue No significant changes projected

INCLUDES DEPARTMENTS:

5000-6030 CAMI Soccer Park
 5000-6040 Suzuki House

Expenses

- (1) To allow for increases in hydro and water/wastewater rates.
- (2) The Town did not receive request for additional funding in 2019.
- (3) Directly attributed to the replacement of the hot water tank vent.

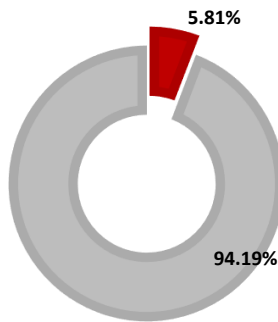
**Town of Ingersoll
Victoria Park Community Centre
2019 Budget - Draft
January 24, 2019**

What We Do

The Victoria Park Community Centre offers following services: VPCC provides recreation, fitness and aquatic programs and leisure activities for all ages i.e. Pre-School Programs (Kinder Kids, Time for Tot's), School Aged Programs (Day Camps, After School Programs), Adult/Youth Fitness (Fitness Memberships, Fitness Classes), Aquatic Programs (Learn to Swim Lessons, Leadership Courses, Aquatic Fitness Classes & Public Swimming).

Special Operating Projects / Memos/ Enhancements /Challenges

**VPCC PORTION OF TOWN'S
LEVY**



Challenges

Aging Victoria Park Community Center. The VPCC deficiencies are being addressed in 2018 and 2019.

Changes to Ontario's Public Pool regulations came in effect in July 2018, many regulatory requirements for opening, operating and maintaining a public pool have changed. The new requirements for certification, training and number of lifeguards have stricter provisions. To meet these new requirements the Town must increase the number of lifeguards for children under 10 years of age.

To ensure that recreational programs offered at VPCC meet needs of the community and keep members engaged and coming back.

Special Projects

The new program registration, membership, facility booking and point of sale software BookKing will be Live in 2019.

Relocation of the gym onto the second floor and revamp the gym equipment.

Median residential property valued at \$218,500 will pay \$118/year or \$9.8/month for this service.

Town of Ingersoll
VICTORIA PARK COMMUNITY CENTRE
2019 Budget - Draft
January 24, 2019

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
SALE OF GOODS OR SERVICES	(2,899)	(2,511)	(3,500)	(2,500)	(2,500)	1,000		
RENT / LEASES	(23,280)	(24,129)	(17,373)	(20,341)	(20,416)	(2,968)	-17%	
USER FEES	(99,723)	(98,245)	(103,956)	(105,361)	(105,361)	(1,405)		
MEMBERSHIPS	(123,024)	(127,842)	(129,614)	(155,800)	(155,800)	(26,186)	20%	
RECOVERIES	(1,287)	(485)	--	(1,614)	(1,614)	(1,614)		
GRANTS / SUBSIDIES / REBATES	(12,312)	(14,521)	(6,000)	(6,000)	(6,000)	--		
PROGRAM REVENUES	(228,513)	(208,102)	(269,595)	(262,279)	(262,279)	7,316		
DONATIONS / FUNDRAISING	(100)	(5,000)	--	--	--	--		
	<u>(491,137)</u>	<u>(480,834)</u>	<u>(530,038)</u>	<u>(553,895)</u>	<u>(553,970)</u>	<u>(23,857)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	979,905	1,003,614	1,055,630	1,058,300	1,082,040	2,670		
ADMINISTRATIVE EXPENSE	17,990	14,564	16,075	16,575	17,195	500		
OPERATING EXPENSE	16,999	19,216	20,210	25,528	24,855	5,318	26%	
COMMUNICATIONS	11,196	9,805	10,072	10,072	10,073	--		
UTILITIES - HEAT, HYDRO, WATER	173,351	141,317	169,500	175,500	183,200	6,000		
SUPPLIES	11,758	11,846	14,005	12,780	12,780	(1,225)		
PROGRAM EXPENSES	14,275	11,111	14,801	15,645	15,645	844		
MEETINGS, CONFERENCES, TRAINING	3,675	3,299	5,370	8,970	9,003	3,600	67%	
FUEL / TRANSPORTATION COSTS	764	622	1,185	1,185	1,185	--		
CONTRACTED SERVICES	1,615	1,845	1,500	1,500	1,500	--		
MARKETING & PROMOTION	--	100	1,300	1,100	1,100	(200)		
EQUIP REPAIRS & MAINTENANCE	47,874	33,420	46,500	44,600	45,100	(1,900)		
BLDG REPAIRS & MAINTENANCE	23,959	28,443	20,000	23,500	23,500	3,500	18%	
SNOW REMOVAL AND SANDING	3,707	7,860	6,500	6,500	6,500	--		
MAINTENANCE CONTRACTS	17,204	14,656	18,000	11,646	11,646	(6,354)	-35%	
	<u>1,324,271</u>	<u>1,301,718</u>	<u>1,400,648</u>	<u>1,413,401</u>	<u>1,445,322</u>	<u>12,753</u>		
NET OPERATING (REVENUE) EXPENSE	<u>833,134</u>	<u>820,883</u>	<u>870,610</u>	<u>859,506</u>	<u>891,352</u>	<u>(11,104)</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	160,000	470,000	470,000	200,000	60,000	(270,000)	57%	
	<u>160,000</u>	<u>470,000</u>	<u>470,000</u>	<u>200,000</u>	<u>60,000</u>	<u>(270,000)</u>	57%	
	<u>993,134</u>	<u>1,290,883</u>	<u>1,340,610</u>	<u>1,059,506</u>	<u>951,352</u>	<u>(281,104)</u>	-21%	
SUMMARY OF ALL VICTORIA PARK COMMUNITY CENTRE ACTIVITIES:								
ADMINISTRATION			91,845	93,675		1,830		
AQUATICS			136,887	161,104		24,217		
FITNESS			28,303	145,286		116,983		
PROGRAMS			58,188	81,098		22,910		
FACILITY			1,025,387	578,343		(447,044)		
			<u>1,340,610</u>	<u>1,059,506</u>		<u>(281,104)</u>		

Town of Ingersoll
 VPCC - ADMINISTRATION
 2019 Budget - Draft
 January 24, 2019

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019	
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5% ref
REVENUE							
SALE OF GOODS OR SERVICES	(1,465)	(1,068)	--	--	--	--	
USER FEES	(461)	(160)	(500)	(500)	(500)	--	
RECOVERIES	(1,287)	(485)	--	--	--	--	
	<u>(3,213)</u>	<u>(1,713)</u>	<u>(500)</u>	<u>(500)</u>	<u>(500)</u>	<u>--</u>	
EXPENSE							
SALARIES, WAGES & BENEFITS	139,473	76,073	64,670	66,200	67,530	1,530	
ADMINISTRATIVE EXPENSE	17,990	14,564	16,075	16,575	17,195	500	
OPERATING EXPENSE	1,200	851	1,300	1,300	1,300	--	
COMMUNICATIONS	11,044	9,694	10,000	10,000	10,000	--	
SUPPLIES	1,892	1,092	--	--	--	--	
PROGRAM EXPENSES	54	70	100	100	100	--	
MEETINGS, CONFERENCES, TRAINING	--	137	--	--	--	--	
MARKETING & PROMOTION	--	--	200	--	--	(200)	
	<u>171,654</u>	<u>102,480</u>	<u>92,345</u>	<u>93,675</u>	<u>96,125</u>	<u>1,830</u>	
NET OPERATING (REVENUE) EXPENSE	<u>168,441</u>	<u>100,767</u>	<u>91,845</u>	<u>93,675</u>	<u>95,625</u>	<u>1,830</u>	
OTHER							
	<u>60,000</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	
	<u><u>228,441</u></u>	<u><u>100,767</u></u>	<u><u>91,845</u></u>	<u><u>93,675</u></u>	<u><u>95,625</u></u>	<u><u>1,830</u></u>	2%

EXPLANATION OF CHANGE:
Revenue No significant changes

Expenses No significant changes

INCLUDES DEPARTMENTS:
 5100-4000 Administration

**Town of Ingersoll
AQUATICS
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: AQUATICS	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
SALE OF GOODS OR SERVICES	--	--	(1,000)	--	--	1,000		
RENT / LEASES	(21,139)	(23,223)	(16,448)	(19,416)	(19,416)	(2,968)	-18%	(1)
USER FEES	(30,300)	(26,580)	(25,500)	(27,000)	(27,000)	(1,500)		
MEMBERSHIPS	(22,375)	(27,817)	(24,174)	(23,700)	(23,700)	474		
RECOVERIES	--	--	--	(1,614)	(1,614)	(1,614)		
PROGRAM REVENUES	(134,681)	(121,939)	(151,557)	(153,299)	(153,299)	(1,742)		
DONATIONS / FUNDRAISING	--	(5,000)	--	--	--	--		
	<u>(208,496)</u>	<u>(204,558)</u>	<u>(218,679)</u>	<u>(225,029)</u>	<u>(225,029)</u>	<u>(6,350)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	308,394	340,766	340,860	364,280	371,500	23,420	7%	(2)
OPERATING EXPENSE	2,205	5,694	4,350	8,678	7,879	4,328	99%	(3)
SUPPLIES	4,212	6,129	4,000	4,500	4,500	500		
PROGRAM EXPENSES	5,745	3,761	4,981	5,800	5,800	819		
MEETINGS, CONFERENCES, TRAINING	1,682	752	990	2,490	2,490	1,500		
FUEL / TRANSPORTATION COSTS	426	426	385	385	385	--		
	<u>322,664</u>	<u>357,528</u>	<u>355,566</u>	<u>386,133</u>	<u>392,554</u>	<u>30,567</u>		
NET OPERATING (REVENUE) EXPENSE	<u>114,167</u>	<u>152,970</u>	<u>136,887</u>	<u>161,104</u>	<u>167,525</u>	<u>24,217</u>		
OTHER								
	--	--	--	--	--	--		
	<u>114,167</u>	<u>152,970</u>	<u>136,887</u>	<u>161,104</u>	<u>167,525</u>	<u>24,217</u>	18%	

EXPLANATION OF CHANGE:

Revenue

(1) Based on projected participation in aquatic programs.

Expenses

(2) Directly attributed to the new requirements under the Public Pool Regulation 1990, Reg. 565 to increase the number of lifeguards.

(3) To fund the replacement of lanes ropes at \$3,400.

INCLUDES DEPARTMENTS:

5100-6060 Aquatics

**Town of Ingersoll
FITNESS
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: FITNESS	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500 & +/- 5%	ref
REVENUE								
USER FEES	(16,191)	(9,725)	(17,057)	(10,001)	(10,001)	7,056	41%	
MEMBERSHIPS	(100,649)	(100,025)	(105,440)	(132,100)	(132,100)	(26,660)	25%	(1)
PROGRAM REVENUES	(6,980)	(6,734)	(7,630)	(10,413)	(10,413)	(2,783)	36%	
	<u>(123,919)</u>	<u>(116,484)</u>	<u>(130,127)</u>	<u>(152,514)</u>	<u>(152,514)</u>	<u>(22,387)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	107,381	134,131	138,850	137,620	141,150	(1,230)		
OPERATING EXPENSE	957	1,730	2,150	2,150	2,180	--		
SUPPLIES	196	347	550	550	550	--		
PROGRAM EXPENSES	454	143	400	400	400	--		
MEETINGS, CONFERENCES, TRAINING	833	1,587	1,380	1,980	1,980	600		
FUEL / TRANSPORTATION COSTS	265	98	300	300	300	--		
CONTRACTED SERVICES	1,615	1,845	1,500	1,500	1,500	--		
MARKETING & PROMOTION	--	--	300	300	300	--		
EQUIP REPAIRS & MAINTENANCE	777	1,284	3,000	3,000	3,500	--		
	<u>112,479</u>	<u>141,165</u>	<u>148,430</u>	<u>147,800</u>	<u>151,860</u>	<u>(630)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>(11,441)</u>	<u>24,681</u>	<u>18,303</u>	<u>(4,714)</u>	<u>(654)</u>	<u>(23,017)</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	10,000	10,000	10,000	150,000	10,000	140,000	1400%	
	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>150,000</u>	<u>10,000</u>	<u>140,000</u>		
	<u>(1,441)</u>	<u>34,681</u>	<u>28,303</u>	<u>145,286</u>	<u>9,346</u>	<u>116,983</u>	413%	

EXPLANATION OF CHANGE:

Revenue

(1) Based on projected increase in membership due to the installation of new gym equipment, free Wi-Fi and new membership fees structure

INCLUDES DEPARTMENTS:

5100-6070 Fitness Programs

Expenses No significant changes

**Town of Ingersoll
VPCC - PROGRAMS
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
ACTIVITY: PROGRAMS	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
USER FEES	(52,771)	(61,780)	(60,899)	(67,860)	(67,860)	(6,961)		
GRANTS / SUBSIDIES / REBATES	(12,312)	(14,521)	(6,000)	(6,000)	(6,000)	--		
PROGRAM REVENUES	<u>(86,852)</u>	<u>(79,429)</u>	<u>(110,408)</u>	<u>(98,567)</u>	<u>(98,567)</u>	<u>11,841</u>		
	<u>(151,935)</u>	<u>(155,730)</u>	<u>(177,307)</u>	<u>(172,427)</u>	<u>(172,427)</u>	<u>4,880</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	187,898	197,844	214,670	231,900	237,110	17,230	8%	(1)
OPERATING EXPENSE	1,419	1,002	1,550	2,550	2,550	1,000		
SUPPLIES	5,308	3,795	7,955	7,730	7,730	(225)		
PROGRAM EXPENSES	8,021	7,136	9,320	9,345	9,345	25		
MEETINGS, CONFERENCES, TRAINING	1,160	824	1,200	1,200	1,200	--		
FUEL / TRANSPORTATION COSTS	73	99	500	500	500	--		
MARKETING & PROMOTION	--	--	300	300	300	--		
	<u>203,879</u>	<u>210,700</u>	<u>235,495</u>	<u>253,525</u>	<u>258,735</u>	<u>18,030</u>		
NET OPERATING (REVENUE) EXPENSE	<u>51,944</u>	<u>54,970</u>	<u>58,188</u>	<u>81,098</u>	<u>86,308</u>	<u>22,910</u>		
OTHER								
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>51,944</u>	<u>54,970</u>	<u>58,188</u>	<u>81,098</u>	<u>86,308</u>	<u>22,910</u>	39%	
EXPLANATION OF CHANGE:					INCLUDES DEPARTMENTS:			
Revenue No significant changes					5100-6090 Programs			
Expenses								
(1) Mandatory inclusion staff for summer camp programs 8 wks. x 2 staff * 40hrs/wk.								

**Town of Ingersoll
VPCC - FACILITY
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: FACILITY	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
SALE OF GOODS OR SERVICES	(1,434)	(1,443)	(2,500)	(2,500)	(2,500)	--		
RENT / LEASES	(2,141)	(906)	(925)	(925)	(1,000)	--		
	<u>(3,575)</u>	<u>(2,349)</u>	<u>(3,425)</u>	<u>(3,425)</u>	<u>(3,500)</u>	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	236,759	254,800	296,580	258,300	264,750	(38,280)	-13%	(1)
OPERATING EXPENSE	11,217	9,939	10,860	10,850	10,946	(10)		
COMMUNICATIONS	152	111	72	72	73	--		
UTILITIES - HEAT, HYDRO, WATER	173,351	141,317	169,500	175,500	183,200	6,000		
SUPPLIES	150	483	1,500	--	--	(1,500)		
MEETINGS, CONFERENCES, TRAINING	--	--	1,800	3,300	3,333	1,500		
MARKETING & PROMOTION	--	100	500	500	500	--		
EQUIP REPAIRS & MAINTENANCE	47,097	32,136	43,500	41,600	41,600	(1,900)		
BLDG REPAIRS & MAINTENANCE	23,959	28,443	20,000	23,500	23,500	3,500	18%	(2)
SNOW REMOVAL AND SANDING	3,707	7,860	6,500	6,500	6,500	--		
MAINTENANCE CONTRACTS	17,204	14,656	18,000	11,646	11,646	(6,354)	-35%	(3)
	<u>513,596</u>	<u>489,844</u>	<u>568,812</u>	<u>531,768</u>	<u>546,048</u>	<u>(37,044)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>510,022</u>	<u>487,495</u>	<u>565,387</u>	<u>528,343</u>	<u>542,548</u>	<u>(37,044)</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	90,000	460,000	460,000	50,000	50,000	(410,000)	-89%	(4)
	<u>90,000</u>	<u>460,000</u>	<u>460,000</u>	<u>50,000</u>	<u>50,000</u>	<u>(410,000)</u>		
	<u>600,022</u>	<u>947,495</u>	<u>1,025,387</u>	<u>578,343</u>	<u>592,548</u>	<u>(447,044)</u>	-44%	

EXPLANATION OF CHANGE:
Revenue No significant changes

INCLUDES DEPARTMENTS:
5100-4100 Facility

Expenses

- (1) Revised the requirements for part time staff. In 2018 we budgeted for higher wage increases to meet the requirements of Bill 148. The government is proposing to repeal amendments made under Bill 148 and proposing a new legislation. The proposed legislation would result in significant savings for the Town and ratepayers and has been incorporated into the draft 2019 operating budget.
- (2) Increase the allowance for building repair and maintenance to bring in line with actual expenses and ensure sufficient funds are available.
- (3) Based on service contracts in place.

Other

- (4) This was a one time transfer to fund the new roof at the VPCC.

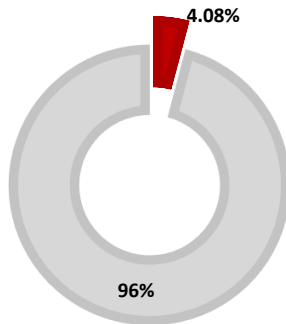
**Town of Ingersoll
Fusion Youth Centre
2019 Budget - Draft
January 24, 2019**

What We Do

The Youth Centre provides affordable, accessible and safe recreation, fitness, cultural, skill development and social programs and activities for youth between the ages of 11 and 18.

Special Operating Projects / Memos/ Enhancements /Challenges

**FUSION PORTION OF TOWN'S
LEVY**



Challenges

Declining art room sales and multi media room rentals.

Enhancements

Introduction of new Pay for Service programs for youth.

Special Projects

Facility condition assessment review.

De escalating training for staff working with youth.

Median residential property valued at \$218,500 will pay \$83/year or \$6.9/month for this service.

Town of Ingersoll
YOUTH CENTRE - TOTAL ACTIVITIES
2019 Budget - Draft
January 24, 2019

DEPARTMENT: YOUTH CENTRE ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019	
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5% ref
REVENUE							
RENT / LEASES	(31,436)	(36,922)	(31,576)	(39,276)	(39,276)	(7,700)	-24%
USER FEES	(23,778)	(25,502)	(19,835)	(23,875)	(24,500)	(4,040)	
MEMBERSHIPS	(1,326)	(1,373)	(1,000)	(1,000)	(1,000)	--	
RECOVERIES	(729)	--	(1,250)	(1,250)	(1,250)	--	
GRANTS / SUBSIDIES / REBATES	(18,656)	(66,728)	(53,219)	(14,271)	(3,000)	38,948	73%
PROGRAM REVENUES	(1,157)	(3,001)	(9,300)	(1,000)	(1,000)	8,300	89%
DONATIONS / FUNDRAISING	(167,597)	(188,575)	(155,274)	(120,100)	(120,100)	35,174	23%
	<u>(255,424)</u>	<u>(322,100)</u>	<u>(271,454)</u>	<u>(200,772)</u>	<u>(190,126)</u>	<u>70,682</u>	
EXPENSE							
SALARIES, WAGES & BENEFITS	641,883	605,625	644,664	652,891	661,600	8,227	
ADMINISTRATIVE EXPENSE	4,666	3,848	5,675	6,300	6,306	625	
OPERATING EXPENSE	17,126	27,897	29,144	23,945	21,445	(5,199)	-18%
COMMUNICATIONS	7,339	5,925	7,572	8,572	8,572	1,000	
UTILITIES - HEAT, HYDRO, WATER	27,817	20,526	33,934	33,934	35,340	--	
SUPPLIES	4,013	13,897	21,595	12,025	10,400	(9,570)	-44%
PROGRAM EXPENSES	11,053	5,665	15,615	6,865	5,615	(8,750)	-56%
MEETINGS, CONFERENCES, TRAINING	1,934	2,842	3,850	10,800	2,300	6,950	181%
FUEL / TRANSPORTATION COSTS	1,254	1,604	4,800	1,500	1,500	(3,300)	69%
PROFESSIONAL FEES	--	--	2,100	1,750	--	(350)	
CONTRACTED SERVICES	1,034	688	5,790	5,420	5,420	(370)	
MARKETING & PROMOTION	1,298	1,677	3,925	2,485	2,000	(1,440)	
LAND MAINTENANCE & IMPROVEMENT	--	7,495	--	--	--	--	
EQUIP REPAIRS & MAINTENANCE	17,364	6,742	9,450	9,450	9,650	--	
BLDG REPAIRS & MAINTENANCE	6,577	29,133	21,900	15,500	15,500	(6,400)	-29%
SNOW REMOVAL AND SANDING	2,017	5,295	5,000	5,000	5,000	--	
MAINTENANCE CONTRACTS	6,299	6,000	5,636	7,296	7,296	1,660	
	<u>751,675</u>	<u>744,861</u>	<u>820,650</u>	<u>803,733</u>	<u>797,944</u>	<u>(16,917)</u>	
NET OPERATING (REVENUE) EXPENSE	<u>496,251</u>	<u>422,761</u>	<u>549,196</u>	<u>602,961</u>	<u>607,818</u>	<u>53,765</u>	
OTHER							
TRANSFER TO RESERVES & RES FUNDS	2,500	2,500	2,500	2,500	2,500	--	
	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u>--</u>	
	<u>498,751</u>	<u>425,261</u>	<u>551,696</u>	<u>605,461</u>	<u>610,318</u>	<u>53,765</u>	10%
SUMMARY OF ALL YOUTH CENTRE ACTIVITIES:							
FACILITY			101,906	102,661	755		
GENERAL PROGRAMS			449,790	502,800	53,010		
			<u>551,696</u>	<u>605,461</u>	<u>53,765</u>		

**Town of Ingersoll
YOUTH CENTRE - FACILITY
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: YOUTH CENTRE ACTIVITY: FACILITY	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500 & +/- 5%	ref
REVENUE								
RENT / LEASES	(31,204)	(36,719)	(31,376)	(39,076)	(39,076)	(7,700)	-25%	(1)
RECOVERIES	(729)	--	(1,250)	(1,250)	(1,250)	--		
DONATIONS / FUNDRAISING	--	(15,000)	(15,000)	--	--	15,000	100%	(2)
	<u>(31,933)</u>	<u>(51,719)</u>	<u>(47,626)</u>	<u>(40,326)</u>	<u>(40,326)</u>	<u>7,300</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	70,727	58,487	62,720	60,840	62,200	(1,880)		
OPERATING EXPENSE	6,923	3,726	6,920	6,995	6,995	75		
COMMUNICATIONS	153	111	72	72	72	--		
UTILITIES - HEAT, HYDRO, WATER	27,817	20,526	33,934	33,934	35,340	--		
FUEL / TRANSPORTATION COSTS	258	81	400	400	400	--		
CONTRACTED SERVICES	325	--	5,000	5,000	5,000	--		
EQUIP REPAIRS & MAINTENANCE	16,827	6,024	7,950	7,950	8,150	--		
BLDG REPAIRS & MAINTENANCE	6,577	29,133	21,900	15,500	15,500	(6,400)	-29%	(3)
SNOW REMOVAL AND SANDING	2,017	5,295	5,000	5,000	5,000	--		
MAINTENANCE CONTRACTS	6,299	6,000	5,636	7,296	7,296	1,660		
	<u>137,922</u>	<u>136,878</u>	<u>149,532</u>	<u>142,987</u>	<u>145,953</u>	<u>(6,545)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>105,990</u>	<u>85,159</u>	<u>101,906</u>	<u>102,661</u>	<u>105,627</u>	<u>755</u>		
OTHER								
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>105,990</u>	<u>85,159</u>	<u>101,906</u>	<u>102,661</u>	<u>105,627</u>	<u>755</u>		1%

EXPLANATION OF CHANGE:

Revenue

(1) Directly attributed to the lease agreement with Pat's Driving School.

(2) In 2018 the Town received a \$15,000 donation from the Community Foundation. One time donation - not anticipated in 2019.

Expenses

(3) 2018 was higher due to the outdoor space and structures improvements which were paid by the \$15,000 donation from the Community Foundation.

INCLUDES DEPARTMENTS:

5200-4100 Facility

Town of Ingersoll
YOUTH CENTRE - GENERAL PROGRAMS
2019 Budget - Draft
January 24, 2019

DEPARTMENT: YOUTH CENTRE ACTIVITY: GENERAL PROGRAMS	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
RENT / LEASES	(233)	(204)	(200)	(200)	(200)	--		
USER FEES	(23,778)	(25,502)	(19,835)	(23,875)	(24,500)	(4,040)	-20%	(1)
MEMBERSHIPS	(1,326)	(1,373)	(1,000)	(1,000)	(1,000)	--		
GRANTS / SUBSIDIES / REBATES	(18,656)	(66,728)	(53,219)	(14,271)	(3,000)	38,948	73%	(2)
PROGRAM REVENUES	(1,157)	(3,001)	(9,300)	(1,000)	(1,000)	8,300	89%	(3)
DONATIONS / FUNDRAISING	(167,597)	(173,575)	(140,274)	(120,100)	(120,100)	20,174	14%	(4)
INTERNAL (REVENUE) EXPENSE	--	--	--	--	--	--		
	<u>(223,491)</u>	<u>(270,382)</u>	<u>(223,828)</u>	<u>(160,446)</u>	<u>(149,800)</u>	<u>63,382</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	571,156	547,138	581,944	592,051	599,400	10,107		
ADMINISTRATIVE EXPENSE	4,666	3,848	5,675	6,300	6,306	625		
OPERATING EXPENSE	10,203	24,172	22,224	16,950	14,450	(5,274)	-24%	(5)
COMMUNICATIONS	7,186	5,814	7,500	8,500	8,500	1,000		
SUPPLIES	4,013	13,897	21,595	12,025	10,400	(9,570)	-44%	(6)
PROGRAM EXPENSES	11,053	5,665	15,615	6,865	5,615	(8,750)	-56%	(7)
MEETINGS, CONFERENCES, TRAINING	1,934	2,842	3,850	10,800	2,300	6,950	181%	(8)
FUEL / TRANSPORTATION COSTS	996	1,523	4,400	1,100	1,100	(3,300)	75%	(9)
PROFESSIONAL FEES	--	--	2,100	1,750	--	(350)		
CONTRACTED SERVICES	709	688	790	420	420	(370)		
MARKETING & PROMOTION	1,298	1,677	3,925	2,485	2,000	(1,440)		
EQUIP REPAIRS & MAINTENANCE	537	719	1,500	1,500	1,500	--		
	<u>613,752</u>	<u>607,983</u>	<u>671,118</u>	<u>660,746</u>	<u>651,991</u>	<u>(10,372)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>390,261</u>	<u>337,602</u>	<u>447,290</u>	<u>500,300</u>	<u>502,191</u>	<u>53,010</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	2,500	2,500	2,500	2,500	2,500	--		
	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u>--</u>		
	<u>392,761</u>	<u>340,102</u>	<u>449,790</u>	<u>502,800</u>	<u>504,691</u>	<u>53,010</u>	12%	

EXPLANATION OF CHANGE:

Revenue

- (1) Directly attributed to Fee for Service programs projected to start in 2019.
- (2) Directly attributed to the ending of the Female Fitness Program and funding of the program.
- (3) Directly attributed to the cancelation of Run Ingersoll and Haunted House events.
- (4) 2018 was higher due to a one time donation from A Pause for Love event. We do not anticipate this donation in 2019.

Expenses

- (5) 2018 was higher due to new studio equipment purchased with the Pause for Love donation. This is not anticipated in 2019.
- (6) Directly attributed to the supplies for the female fitness program which will end in 2019.
- (7) Directly attributed to elimination of the youth committee.
- (8) De escalating training was recommended by the OPP Assessment. The training cost is estimated at \$7,000.
- (9) Directly attributed to the ending of the Female Fitness Program.

INCLUDES DEPARTMENTS:

- | | |
|-----------|-----------------------|
| 5200-6090 | General Programs |
| 5200-6115 | Run Ingersoll Program |
| 5200-6116 | Haunted House |

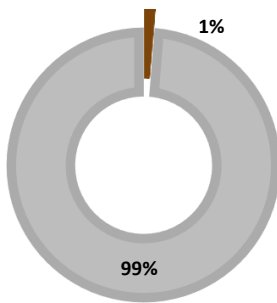
**Town of Ingersoll
Museum
2019 Budget - Draft
January 24, 2019**

What We Do

The Museum is responsible for: The museum brings the history of Ingersoll to life through engaging displays and demonstrations. Group tours, educational programs, workshops, special events and hands-on activities are offered throughout the year.

Special Operating Projects / Memos/ Enhancements /Challenges

**MUSEUM PORTION OF TOWN'S
LEVY**



Special Projects

Facility Condition Assessment. The outcome of the assessment will be used to develop a facility repair and maintenance plan and to update the Town's Asset Management Plan.

Median residential property valued at \$218,500 will pay \$26/year or \$2.1/month for this service.

Town of Ingersoll
MUSEUM - FACILITY
2019 Budget - Draft
January 24, 2019

DEPARTMENT: MUSEUMS FACILITY	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500 & +/- 5%	ref
REVENUE	--	--	--	--	--	--		
EXPENSE								
OPERATING EXPENSE	65	145	200	200	200	--		
UTILITIES - HEAT, HYDRO, WATER	6,522	6,062	8,400	8,400	8,740	--		
LAND MAINTENANCE & IMPROVEMENT	28	263	1,500	1,500	1,500	--		
EQUIP REPAIRS & MAINTENANCE	438	--	500	500	500	--		
BLDG REPAIRS & MAINTENANCE	2,952	3,534	11,200	11,200	11,200	--		
SNOW REMOVAL AND SANDING	2,305	3,575	2,000	2,000	2,000	--		
MAINTENANCE CONTRACTS	19	45	250	760	760	510		
	<u>12,348</u>	<u>13,624</u>	<u>24,050</u>	<u>24,560</u>	<u>24,900</u>	<u>510</u>		
NET OPERATING (REVENUE) EXPENSE	<u>12,348</u>	<u>13,624</u>	<u>24,050</u>	<u>24,560</u>	<u>24,900</u>	<u>510</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	9,000	9,000	9,000	9,000	9,000	--		
	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>	<u>--</u>		
	<u>21,348</u>	<u>22,624</u>	<u>33,050</u>	<u>33,560</u>	<u>33,900</u>	<u>510</u>		2%

EXPLANATION OF CHANGE:
Revenue No significant changes
Expenses No significant changes

INCLUDES DEPARTMENTS:
6200-4100 Facility

**Town of Ingersoll
MUSEUMS
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: MUSEUMS PROGRAMS	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
SALE OF GOODS OR SERVICES	(5,310)	(5,461)	(5,000)	(5,000)	(5,000)	--		
RENT / LEASES	(137)	(107)	(100)	(100)	(100)	--		
USER FEES	(1,839)	(1,708)	(1,700)	(1,700)	(1,800)	--		
GRANTS / SUBSIDIES / REBATES	(12,548)	(12,978)	(10,376)	(12,148)	(12,148)	(1,772)		
PROGRAM REVENUES	(16,409)	(8,604)	(8,500)	(8,500)	(8,500)	--		
DONATIONS / FUNDRAISING	(5,234)	(4,497)	(4,550)	(4,550)	(4,550)	--		
	<u>(41,475)</u>	<u>(33,355)</u>	<u>(30,226)</u>	<u>(31,998)</u>	<u>(32,098)</u>	<u>(1,772)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	147,879	146,287	156,360	150,600	152,970	(5,760)		
ADMINISTRATIVE EXPENSE	1,031	1,048	1,450	1,450	1,450	--		
OPERATING EXPENSE	133	540	1,550	1,550	1,550	--		
COMMUNICATIONS	727	588	750	750	750	--		
SUPPLIES	4,745	5,300	4,000	4,000	4,000	--		
PROGRAM EXPENSES	21,433	19,198	25,060	25,060	25,150	--		
MEETINGS, CONFERENCES, TRAINING	1,957	924	1,700	1,700	1,700	--		
FUEL / TRANSPORTATION COSTS	31	72	300	300	400	--		
CONTRACTED SERVICES	450	--	300	300	300	--		
MARKETING & PROMOTION	4,284	3,285	5,050	5,050	5,250	--		
EQUIP REPAIRS & MAINTENANCE	2,222	618	2,500	2,500	2,500	--		
MAINTENANCE CONTRACTS	--	--	500	500	500	--		
	<u>184,891</u>	<u>177,860</u>	<u>199,520</u>	<u>193,760</u>	<u>196,520</u>	<u>(5,760)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>143,416</u>	<u>144,505</u>	<u>169,294</u>	<u>161,762</u>	<u>164,422</u>	<u>(7,532)</u>		
OTHER								
	--	--	--	--	--	--		
	<u>143,416</u>	<u>144,505</u>	<u>169,294</u>	<u>161,762</u>	<u>164,422</u>	<u>(7,532)</u>		-4%
EXPLANATION OF CHANGE:						INCLUDES DEPARTMENTS:		
Revenue No significant changes						6200-4000	Administration	
						6200-6810	Harvest Festival	
Expenses No significant changes								

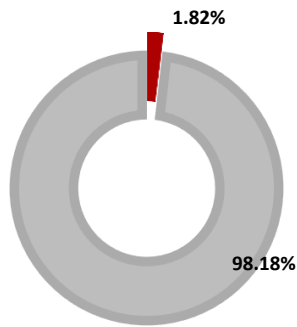
**Town of Ingersoll
Economic Development
2019 Budget - Draft
January 24, 2019**

What We Do

The Economic Development delivers a full range of services to promote, support and sustained overall economic prosperity of the Town. It provides support and guidance for companies and individuals interested in growing or starting a business in Ingersoll.

Special Operating Projects / Memos/ Enhancements /Challenges

**ECONOMIC DEVELOPMENT
PORTION OF TOWN'S LEVY**



Special Projects

The 2019 budget includes a \$50K provision for Community Improvement grants and incentives as per the Community Improvement Plan recommendations.

Median residential property valued at \$218,500 will pay \$37/year or \$3.1/month for this service.

**Town of Ingersoll
ECONOMIC DEVELOPMENT
2019 Budget - Draft
January 24, 2019**

DEPARTMENT: ECONOMIC DEVELOPMENT	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2017	2018	2018	2019	2020	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
GRANTS / SUBSIDIES / REBATES	(14,123)	(14,234)	(5,000)	(7,750)	(7,750)	(2,750)	-55%	(1)
	<u>(14,123)</u>	<u>(14,234)</u>	<u>(5,000)</u>	<u>(7,750)</u>	<u>(7,750)</u>	<u>(2,750)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	125,670	125,990	137,310	146,860	150,720	9,550	7%	(2)
ADMINISTRATIVE EXPENSE	290	383	50	550	550	500		
OPERATING EXPENSE	244	38	700	700	700	--		
COMMUNICATIONS	1,540	814	1,500	1,500	1,500	--		
PROGRAM EXPENSES	10,983	11,434	12,365	13,900	13,900	1,535		
MEETINGS, CONFERENCES, TRAINING	6,522	5,136	9,250	9,250	9,800	--		
FUEL / TRANSPORTATION COSTS	2,810	3,223	3,500	3,500	4,000	--		
PROFESSIONAL FEES	5,985	16,246	25,500	25,500	25,500	--		
MARKETING & PROMOTION	35,180	28,662	74,500	74,500	64,500	--		
	<u>189,224</u>	<u>191,924</u>	<u>264,675</u>	<u>276,260</u>	<u>271,170</u>	<u>11,585</u>		
NET OPERATING (REVENUE) EXPENSE	175,101	177,691	259,675	268,510	263,420	8,835		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	10,000	10,000	10,000	10,000	10,000	--		
	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>--</u>		
	<u>185,101</u>	<u>187,691</u>	<u>269,675</u>	<u>278,510</u>	<u>273,420</u>	<u>8,835</u>	3%	

EXPLANATION OF CHANGE:

Revenue

(1) Recovery from SOMA based on the planned conferences and trade shows.

Expenses

(2) Step and annual wage increases.

INCLUDES DEPARTMENTS:

7000-4000 Administration

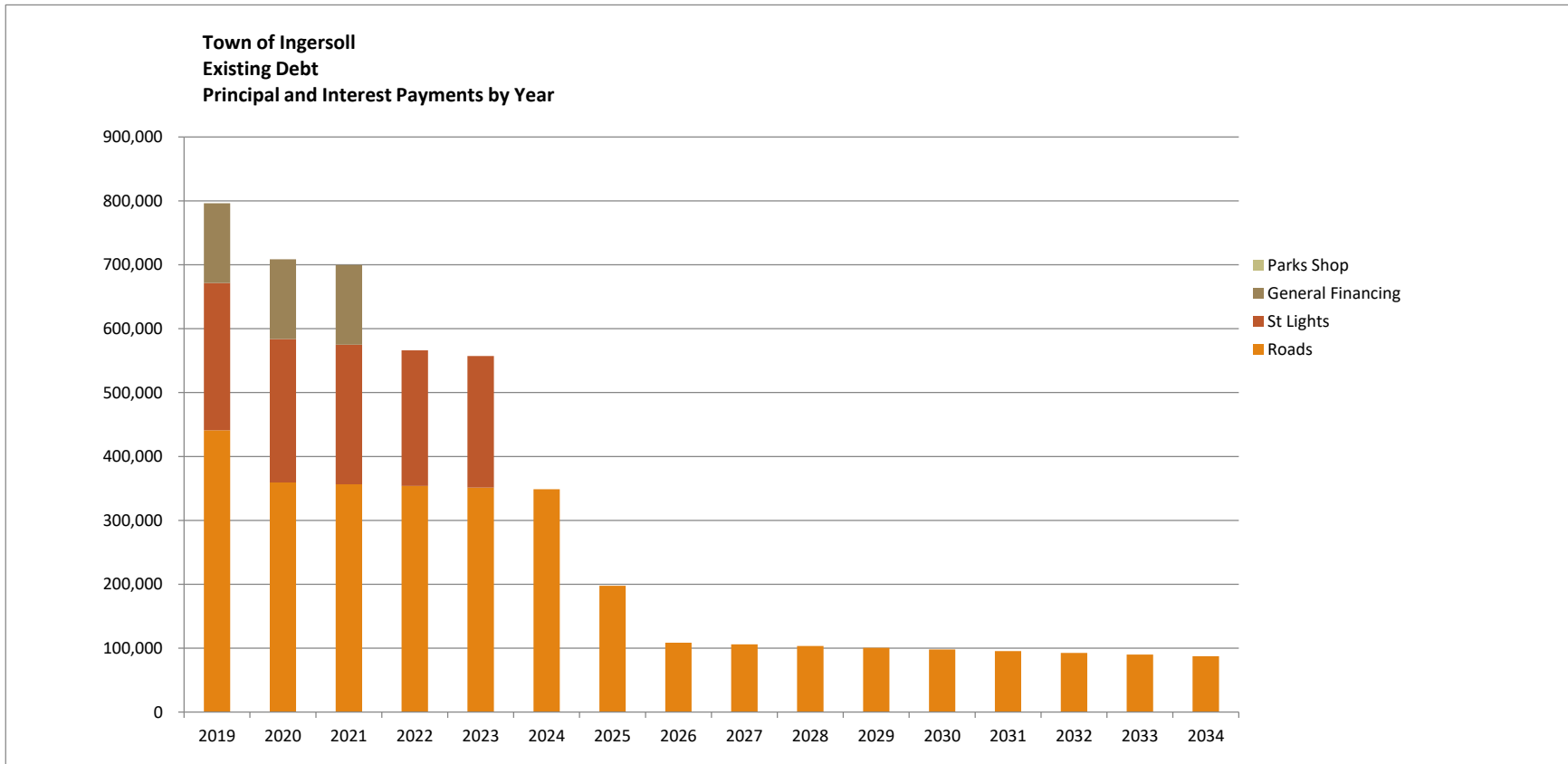
**Town of Ingersoll
2019 Budget - Draft
Reserve and Reserve Fund Continuity
January 24, 2019**

	2016	2017	2018	2019			2019	2018 / 2019
	Ending Balance	Ending Balance	Ending Balance	Transfer In	Transfer Out	Income	Ending Balance	Change fav/(unfav)
<u>RESERVES</u>								
WORKING FUNDS	192,278	192,278	192,278				192,278	--
CURRENT PURPOSES	1,474,184	2,004,761	2,094,192	165,000	257,191		2,002,001	(92,191)
CAPITAL PURPOSES	5,032,991	6,671,270	7,741,961	2,964,990	4,271,000		6,435,951	(1,306,010)
	6,699,453	8,868,309	10,028,431	3,129,990	4,528,191	--	8,630,230	(1,398,201)
<u>RESERVE FUNDS</u>								
DISCRETIONARY	410,312	548,125	799,327	5,000	(750,000)	15,987	70,314	(729,013)
OBLIGATORY	2,278,476	2,500,687	2,316,313		(727,625)	713,025	2,301,713	(14,600)
	2,688,788	3,048,812	3,115,640	5,000	(1,477,625)	729,012	2,372,027	(743,613)
<u>TOTAL</u>	9,388,241	11,917,121	13,144,071	3,134,990	3,050,566	729,012	11,002,257	(2,141,814)

SOURCE OF TRANSACTIONS

OPERATING	3,134,990	283,816
CAPITAL		2,766,750
	3,134,990	3,050,566

Town of Ingersoll
 Budget 2019 - Draft
 January 24, 2019



2019 Community Development Grant Requests

ORGANIZATION	AMOUNT REQUESTED IN 2016	AMOUNT GRANTED IN 2016	AMOUNT REQUESTED IN 2017	AMOUNT GRANTED FOR 2017	AMOUNT REQUESTED IN 2018	AMOUNT GRANTED FOR 2018	AMOUNT REQUESTED IN 2019
Big Brothers Big Sisters of Ingersoll, Tburg & Area	\$5,000	\$5,000	\$5,000	\$ 5,000	\$ 5,000	\$5,000	\$5,000
Big Brothers Big Sisters bowl for kids sake bowl-a-thon		\$250					
NEW* Canadian Natational Shuffleboard Assn. SEED							\$2,000
Canterbury Folk Festival	\$12,000	\$13,000	\$11,000	\$ 13,000	\$ 13,000	\$13,000	\$13,000
Ingersoll Creative Arts Centre	\$20,000	\$0	\$2,500		\$ 800	\$800	\$600
Ingersoll Choral Society			\$500				
Ingersoll LawnBowl Club (Municipal Portion of Taxes)	\$1,518	\$899					
Ingersoll Lions Club (Municipal Portion of Taxes)	Municipal Tax	\$2,073	Municipal Tax	\$ 1,888	Municipal Tax	\$1,900	\$1,900
Ingersoll Lions Club - swap meet and car show project			\$1,500	\$ 1,500	\$ 1,500	\$1,500	\$1,500
Ingersoll Masonic Temple Corp. (Mun. Portion of Taxes)	Municipal Tax	\$2,294	Municipal Tax	\$ 2,177	Municipal Tax	\$2,200	\$2,200
Ingersoll Minor Baseball			\$20,000				
Ingersoll Pipe Band ***\$1000/year	\$1,000	\$1,000					\$1,000
Ingersoll Public Library Advisory Committee	\$1,000	\$1,000	\$1,500	\$ 1,500	\$ 1,500	\$1,500	\$2,000
NEW* Itopa (new roof) SEED							\$2,500
NEW* Musashi Karate Academy							\$2,500
Operation Sharing - Food for Friends	\$10,000	\$10,000	\$10,000	\$ 10,000	\$ 10,000	\$10,000	\$10,000
Rotary Club (Christmas Club)	\$3,000	\$3,000	\$3,000	\$ 3,000	\$ 3,000	\$3,000	\$3,000
NEW* Rotary Club (ISC Fastball Tournament) SEED							\$3,000
Oxford Creative Connections - Hall Creek Art Festival	\$3,000	\$3,000					
YFC/ Youth Unlimited Upper Deck Ingersoll	\$7,000	\$7,000	\$8,000	\$ 3,000	\$ 6,000	\$6,000	\$6,000
Ingersoll Block Parents	\$1,500	\$1,000					
Oxford County Museum School	\$0	\$0	\$10,000	\$ 7,500			
Royal Canadian Legion - Branch 119 (Mun. Portion of Taxes)	Municipal Tax	\$3,294		\$ 3,154		\$3,155	
VON Oxford					\$ 2,325	\$2,325	
Grants to Athletes		\$1,697		\$ 1,250		\$1,500	
Disaster Relief Funding (Fort McMurray)		\$500					
Total:	\$65,018	\$55,007	\$73,000	\$ 52,969		\$51,880	\$56,200