



**QUISPAMISIS TOWN COUNCIL
SPECIAL MEETING
MINUTES
November 24, 2018, 8:30 am
Council Chambers
Quispamsis Town Hall**

Members Present: Mayor Gary Clark
Deputy Mayor Libby O'Hara
Councillor Lisa Loughery
Councillor Sean Luck
Councillor Kirk Miller
Councillor Pierre Rioux
Councillor Emil T. Olsen
Councillor Beth Thompson

Staff Present Deville, Susan; CAO
Brandon, Krista; Town Treasurer
Kennedy, Aaron; Communications Manager
Purton Dickson, Dana; Director of Community Services
Snow, Catherine; Town Clerk

Absent: Losier, Gary; Director of Engineering & Works (illness)

1. Call to Order & Motion to Resolve into Committee of the Whole

Moved By Deputy Mayor O'Hara

Seconded By Councillor Miller

Council resolve into Committee of the Whole to allow for a more informal discussion on the proposed 2019 budget topics.

Motion Carried

2. Proposed 2019 Budget – Staff Budget Presentation (Copy Attached)

2.1 CAO Susan Deville - Opening Remarks and General Operating

Ms. Deville provided the following 2018 year Highlights –

- Unprecedented Spring Flooding
- Hosted World U17 Hockey
- 55+ Games
- FMW Budgeting Software
- Recreation Software Migration to Cloud
- Completion of Ritchie Lake – Capital Project
- Water Infiltration Remediation at Town Hall
- QR Trail Connection to Rothesay
- New Road Painting Equipment
- Family Day Event
- New Municipal Plan
- McLean's Magazine Naming 'Quispamsis & Rothesay' as the Safest Places to Live in Canada
- Water Distribution Study Draft Received
- Gondola Point Wastewater Pump Stations Review Draft Received
- New Town Treasurer, Krista Brandon
- FCM Funding for Asset Management

Ms. Deuille presented the proposed 2019 Budget divided into External and Internal Source components. The 2019 proposed General Operating Fund Budget totals \$24,614,572; a 4.37% increase over 2018, and reflects a tax rate of 1.3153 over last year's 1.2900; a 1.96% increase.

The majority of the increases, Ms. Deuille stated, comes from the External Sources which represents a 9.20% increase over last year, compared to the Internal Sources which represent a 1.550% increase.

Budget challenges include -

- External Sources Budget (Regional Services/Entities, Garbage, Comex & Civic Relations) is increasing faster than tax assessment and general operating budget;
- The Town's growth projection is only 2%;
- The costs of operation – increased costs in power, wages, insurance, benefits and outside contracts.

Impacts to Internal Sources Budget include –

- | | |
|---------------------------|-----------|
| • WorkSafe NB | \$ 73,920 |
| • Building M & R | 18,500 |
| • Compensation Project HR | 21,500 |
| • Street Signs (40 km) | 25,000 |
| • Municipal Plan Process | 7,000 |
| • Fields and Town Hall | 185,600 |

• Equipment M & R (Kube)	5,000
• Smaller, one time items	<u>8,017</u>
	\$345,037

The Internal Sources Budget has increased over last year by \$221,306 mainly due to the needed pesticide application and sod replacement to repair the damages caused to town fields and properties by the grub infestation last spring. The one-time \$185,000 expenditure for this repair will be transferred from reserves.

Items that were referred to the Budget Process over the year, and requiring Council's direction include -

- Webstreaming, (\$21,147);
- Performance Audit, (\$101,922);and
- Smoke Free Places By-law, (\$48,380).

Ms. Deuville concluded this portion of the presentation by noting the numbers that have been presented are estimates only, noting it is difficult to prepare the budget when the Unconditional Grant and Property Assessment numbers have not yet been submitted by the Province.

Mayor Clark related he has a meeting with Premier Blaine Higgs on Monday, November 26, 2018, and he will be bringing up the matter of the Unconditional Grant formula with the new Premier, as well as the lateness in which Municipalities receive these numbers.

Email from Councillor Luck - For Information Purposes – Councillor Luck's email requested the breakdown of the anticipated \$45,000 costs of implementing a Smoke Free By-law, stating he feels this amount is too high and suggested the by-law be rolled out beginning in the fall of 2019 and into 2020 with some of the costs deferred to the 2020 budget. Councillor Luck's email also discussed summer student employment and asked if the number of students hired is too high, and if there is a cost benefit to these hires.

2.3 Proposed 2019 Community Services Budget - General & Capital

Ms. Dana Purton Dickson, Director of Community Services, presented the proposed 2019 Community Services Budget. This Department's Revenue is proposed at \$1,111,447; an increase of 1.3% over last year. Expenses total \$4,091,050 over last year; reflecting an increase of \$189,599 or 4.9% due primarily to correcting the grub infestation damage.

The Finance Committee recommends this one time expenditure be funded from the general operating reserve. In addition, Ms. Purton Dickson stated, she will

require a motion of Council to permit the spraying of a pesticide known to be effective on grubs as a one time application only as it goes against the Town's Anti-Pesticide Use Policy. The grubs have damaged the Centennial Field, Rolf Soccer Field, Saunders Soccer Field to the point that these fields, left in their current condition, will be unplayable next season. The Town Hall property has also been impacted. The spray and replacement sod will be done next June, to hopefully have the fields up and running as early as possible.

Community Services Proposed Capital Expenditures include –

• Paving of QR Trail (2 km)	\$144,681
(Applied for \$100,000 Enabling Accessibility Fund Grant)	
• Qplex Drainage Improvements	\$ 28,000
• Trail Development	\$ 70,000
• Replace Kioti Tractor	\$ 65,000
• Qplex Structural Steel Painting	\$ 15,000
• Qplex Pool Concrete Caulking	\$ 15,000
• Qplex Pool Concrete Repairs	\$ 25,000
• Qplex Fire Protection	\$ 15,000
• QMA Parking lot repairs – Year 1 of 3	\$ 15,000
• QMA 22' Floor Scrubber	\$ 12,000
• QMA New Zamboni	\$110,000
• Security Camera Upgrades – All Facilities	\$ 99,000

A discussion ensued on increasing the ice rental rates to a number larger than the 2% being proposed.

Deputy Mayor O'Hara suggested an itemized listing be prepared identifying the various maintenance and retrofits that has been done at town facilities since 2011 to justify the fee increases.

Councillor Olsen suggested, with the planned paving of the QR Trail to permit accessibility to those with mobility challenges, subject to approval of the Federal Grant, consideration also be given to providing an adjacent parking lot so people in wheelchairs can access the trails, likely on the town-owned property located at 104 Pettingill Road.

Councillor Rioux expressed his disappointment on the lack of hanging flower baskets along the Pettingill Road this past summer. Ms. Purton Dickson informed Council the baskets were hung later than usual due to late frost and the spring flood. She stated the green house was at capacity with over 100 baskets, and there is a safety concern with having students watering the plants from the watering truck in this busy part of the Town. CAO Deuville also noted the wind

conditions on this section of the Pettingill Road is hard on the plants, and they don't tend to do as well.

It was the consensus of those in attendance that rather than building another green house to accommodate the production of more baskets, the baskets instead be reallocated to the most visible areas around the Town, where they can be safely accessed for watering. Also, as a viable option, consideration be given to outsourcing the supply and maintenance of some of the Town's flower baskets in the higher trafficked areas.

Grub Infestation Issue -

Moved By Councillor Luck

For the purpose of resolving the issue on town owned properties that have been damaged by the grub infestation, Council authorize Staff, in this case only, to apply a pesticide solution to restore the Town's recreational fields and properties, and monies for the pesticide application and the replacement sod to come from the Reserve Fund.

Motion Carried

Ice Rental Rates – qplex & QMA -

Moved By Councillor Luck

Council approve an annual increase of 3% to Arena ice time rates at the qplex and QMA.

Motion Carried

Development of Parking Lot Adjacent to Q/R Trail (104 Pettingill Road)

Moved By Councillor Olsen

The Community Services Department be asked to acquire quotes to develop a paved parking lot adjacent to the QR Trail that will allow parking of vehicles for those with mobility/accessibility issues to access the trail subject to receiving the grant to allow for the paving of the trail.

Motion Carried

2.4 Proposed 2019 Engineering & Works Budget - General & Capital

CAO Deuille presented the Proposed 2019 Engineering & Works Budget on behalf of Mr. Losier who was unable to attend due to a health emergency.

The Engineering Operating Budget proposed for 2019 totals \$4,933,353; an increase of \$146,088 or 3.05% over 2018 and is based on similar service level goals and trends as 2018. Highlights include –

- Largest single line drop is \$13,000 in Driveway Culverts (\$73,000);
- Largest single line increase is \$45,000 in winter snow contracts; Final year of contract, will be re-issuing tender for the 2020-2025 years;
- Traffic By-law changes to local 40 km/hr signage \$25,000;
- Revenue increase from 2018 Building Permit fees, \$90,868 compared to \$79,510 in 2017.

The Proposed 2019 Engineering Capital Budget includes –

- Garage four post hoist \$ 75,000
- Works Op Supervisor 4 x 4 Pickup \$ 40,000
- Engineering traffic Equipment Truck \$ 42,000
- New Plow Truck with dump and sander \$350,000
- Traffic Control – Pedestrian Safety \$ 15,000

Capital Streets Program 2019 –

- Gondola Boulevard Corridor – Ph 3 \$ 370,000
- French Village Road – Ph 6 (1.2 km) \$ 300,000
- Monarch Drive \$ 105,000
- Ashfield Dr. (0.92 km) \$ 120,000
- Chrysler Crescent (0.15 km) \$ 20,000
- Banshee Ct. (0.20 km) \$ 25,000
- Lincoln Dr (0.23 km) \$ 22,000
- Emery St. (0.2 km) \$ 43,000
- Yukon Drive (0.45 km) \$ 70,000
- Melanie Dr (0.9 km) \$ 115,000
- Quispamsis Rd to Cambridge (0.5 km) \$ 300,000

TOTAL Capital Streets Program \$1,490,000

It was noted three (3) streets were deferred to the 2020 Street Capital – Saunders Drive, Cedar Ridge Boulevard and Brook Street. (See subsequent motion adding these streets to the 2019 Capital Streets Program)

Council requested additional information from the Director of Engineering & Works on the following items:

- Traffic Studies – A Staff Report was requested from the Director of Engineering & Works re the legitimacy of the timing of conducting traffic studies in the summer months when schools are closed and many residents are away on vacation. While recognizing traffic counts are currently being done by summer students, it was felt they would provide a truer representation of actual numbers if they were done during the school year when there is more traffic.
- Paving Projects - why paving is not done earlier in the year to prevent the issue of work not being completed prior to year end; and/or concerns when it is done later in the year of the asphalt not properly settling.
- Gondola Boulevard - why is it not finished and other concerns of the Mayor that he would like to further discuss.
- When resurfacing/rebuilding streets to allow for a 3 foot pedestrian lane.
- Traffic Calming Flashing Signs have proved very effective slowing down traffic on the Hampton Road near QES, and Council Members noted they were pleased there are plans to install more permanent flashing lights in the Town.
- Line Painting - Question as to whether there might be a more long lasting paint product that would last longer, and improve efficiency by not having to paint the street lines so often.

Mayor Clark will be discussing with Premier Higgs and Minister Oliver the installation of traffic lights at the Squire Drive/Alma Lane intersection with Route 119 as well as the access onto Route 119 from Gondola Point Boulevard at his upcoming meeting.

2.5 Proposed 2019 Utility Budget – Operating & Capital

Ms. Deuville presented an overview of the proposed 2019 Utility Budget, highlighted as follows:

- Awaiting Completion of the Gondola Point Road WWPS Study
- Water System – Exterior Coating Water Reservoir (\$20,000) – 7 to 10 year span to present corrosion and extend life.

- Awaiting Completion of Final Water Distribution and Planning Study – Will provide roadmap for upgrades & future expansion
- Sewer User Fee – Proposed Increase from \$420 in 2018 to \$440 in 2019.

A discussion ensued on the subject of increasing the Sewer User Fee more than the proposed \$20.

- Water User Fee – Proposed Increase in fixed rate from \$212 in 2018 to \$216
- Water Consumption Fee –
 - Low Rate from \$0.857 to \$0.874
 - High Rate from \$1.357 to \$1.357

Moved By Councillor Luck

Increase sewer rates by an additional \$40 from the 2018 rate of \$420 to \$460; and earmark that the increase will be earmarked for Utility Capital Reserve Fund.

Against (4): Deputy Mayor O'Hara, Councillor Thompson, Councillor Olsen, and Councillor Loughery

Motion Defeated

Moved By Deputy Mayor O'Hara

Increase sewer rates by an additional \$28 from the 2018 rate of \$420 to \$448; and earmark that the increase will be earmarked for Utility Capital Reserve Fund.

Against (1): Councillor Olsen

Motion Carried

Utility Capital 2019 - Highlights -

- Sewer Department – Building - \$500,000
- Water Department – Hampton Road Water Main Expansion from Old Coach Road to Pinewood - \$500,000

2.6 Focus for 2019 – Quispamsis Comprehensive Asset Management Plan

CAO Deuville informed Council RV Anderson has been working with Staff, identifying every asset in the Town, and will be making their initial presentation to

Council in the New Year. Council will have a significant role to play in determining the Vision for the town, and ensuring there is sufficient resources to achieve the desired level of service. The Consultant's final report will establish a road map for the Town to manage its municipal infrastructure. Asset Management Plans, she noted, help municipalities make informed, proactive infrastructure and budget decisions according to priorities and needs. The Town's Asset Management Plan should be in place for the 2020 budget process.

2.7 Proposed 2019 External Sources Budget (Regional & Protective Services)

CAO Deville provided highlights of the Proposed 2019 External Sources Budgets –

- The Town's prorated share of the combined Regional Service Commission Budget (\$9,683); Regional Facilities Commission (\$572,967) and Enterprise SJ (\$128,155) totals \$710,805.

Council Members expressed their view that the increase to ESJ is subject to all the other participating municipalities also approving the increase; especially the City of Saint John who should be leading this charge. Currently Grand Bay-Westfield; Quispamsis and St. Martins has supported the increase, with decisions pending for Saint John and Rothesay.

- Kennebecasis Regional Police Force – Town's Share (59.81%) amounts to \$3,665,938; 5.0% increase over last year;
- 911 – the Town's Share \$232,425; 4.7% increase over last year;
- Kennebecasis Valley Fire Department Inc. - Town's Share (59.15%) amounts to \$3,666,178; a 17.42% increase mostly from capital;
- Kennebecasis Public Library – Overall budget increase of 1.3% with Town's share \$134,031;
- Waste Management - \$992,600 – up \$9,600 over 2018. Contract expires December 31, 2019. It was noted, based on a \$300,000 home in Quispamsis, the garbage rate being paid through the tax rate, (approximately \$150 per household), is still much less than what residents were paying privately, (between \$240 - \$310); and under the municipal garbage rate, residents are also getting the advantage of curbside recycling.

- COMEX – Quispamsis' share is \$161,109; a reduction of \$2121 from 2018 due to a decrease in plowing and maintenance costs based on prior year actuals.

2018 saw an increase in ridership over 2017 of 6.34% on Route 53 and 1.13% on Route 52. Promotional 'ride the bus for free' day(s) will be done during the 2019 to encourage more ridership.

RECESS FOR LUNCH

Moved By Councillor Olsen

Committee of the Whole recess for 1/2 hour lunch break.

Motion Carried

COMMITTEE OF THE WHOLE RESUMED

2.8. Civic Relations Budget

Moved By Councillor Rioux

The Finance Committee's previous recommendation to not financially support the Saint John Theatre Company be overturned, and instead a donation of \$1500 be donated to this organization, the same amount the Town has contributed in previous years.

Against (5): Deputy Mayor O'Hara, Councillor Thompson, Councillor Miller, Councillor Luck, and Councillor Loughery

Motion Defeated

Closed Session

Moved By Deputy Mayor O'Hara

Pursuant to Section 68(1) of the *Local Governance Act*, the public will be excluded from the Committee of the Whole meeting for discussion on a personnel issue.

Motion Carried

BACK TO COMMITTEE OF THE WHOLE – OPEN

2.9 Final Budget Motions, Summary & Comments

Webstreaming Council Meetings; \$21,147 –

It was the consensus of Council not to pursue Webstreaming of Council Meetings at this time.

Performance Audit -

Moved By Deputy Mayor O'Hara

Council approve the \$101,922 expenditure for a Performance Audit of Town Operations in 2019 as proposed by Grant Thorton, (\$97,720 plus HST), with funds coming from the General Operating Reserve Fund.

Against (3): Councillor Thompson, Councillor Olsen,
and Councillor Loughery

Motion Carried

Smoke Free Places By-Law – Costs For Consideration

- Community Consultation - \$10,000
- Signage - \$15,380
- Communications Strategy and Materials - \$20,000
- Staff Smoking Cessation - \$2,500.

Moved By Councillor Luck

Council approve the allocation of \$15,000 in the 2019 Budget to begin the process in 2019 for the implementation of a Smoke Free Community, and the remaining balance to cover the total costs of \$48,380 for the full implementation be referred to the 2020 Budget.

Motion Carried

Borrowing to Increase Streets Under 2019 Street Capital Program

Moved By Councillor Miller

Council authorize financing \$750,000 over 15 years, and add approximately \$52,000 to general operating in 2019 to cover this financing for the purpose of completing, as part of the 2019 Capital Streets Program, the three (3) streets that had previously been deferred to 2020, i.e. Saunders Drive, (\$146,000); Cedar Ridge Drive, (\$120,000); and Brook Street., (\$400,000).

Against (3): Deputy Mayor O'Hara, Councillor Thompson, and Councillor Loughery

Motion Carried

Town Treasurer's Tracking of Changes from Council Discussion

- Tax rate now at 2.6 cents; reflects tax rate from 1.29 in 2018 to 1.316 proposed for 2019
- Annual Ice Rental Fee Increase - \$6280.
- Performance Audit From Reserve Fund - \$101,022
- Smoke Fee Places - \$15,000
- Pesticide Spraying And Reserve Fund Transfer - \$185,000
- Parking Lot Paving, 106 Pettingill Road, (Q/R Trail) \$60,000 (Estimate)
- Borrowing Costs - \$52,000 (Estimate)

6. Adjourn from Committee of the Whole

Moved By Councillor Olsen

Committee of the Whole adjourn back to the Special Meeting.

Motion Carried

7. Ratification of Decisions Made in Committee of the Whole

Moved By Councillor Olsen

Seconded By Councillor Rioux

All decisions made in the November 24, 2018 Committee of the Whole Session concerning the proposed 2019 Budget be ratified, and these amounts be brought forward for inclusion in the proposed 2019 budget that will be presented to Council at its December 4, 2018 Regular Meeting.

Motion Carried

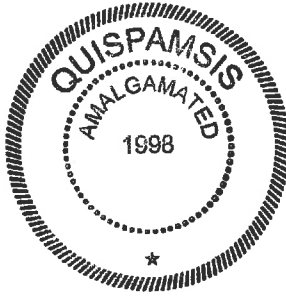
8. Adjournment

Moved By Councillor Olsen

Seconded By Councillor Miller

The Special Meeting of November 24, 2018 stand adjourned. Meeting adjourned at 3 p.m.

Motion Carried



X

Gary Clark
Mayor

Gary Clark

X

Catherine P. Snow
Clerk

Catherine P. Snow

Attachment – Proposed 2019 Staff Budget Presentation

BUDGET 2019



VISION

Quispamsis is a forward-thinking community where families enjoy a safe, friendly and active lifestyle surrounded by a beautiful, natural environment.



2018 YEAR IN REVIEW



Unprecedented Spring Flooding



Hosted World
U17 Hockey



FMW Budgeting
Software



Recreation Software Migration to Cloud



Completion of Ritchie Lake Capital Project



Water Infiltration Remediation at Town Hall



QR Trail connection to
Rothesay



2018 YEAR IN REVIEW



New Road Painting Equipment



Family Day Event



McLean's Magazine – Named Safest Place to Live



Water Distribution Study Draft Received



Gondola Point Wastewater
Pump Review Draft Received



New Town Treasurer



FCM Funding for Asset Management

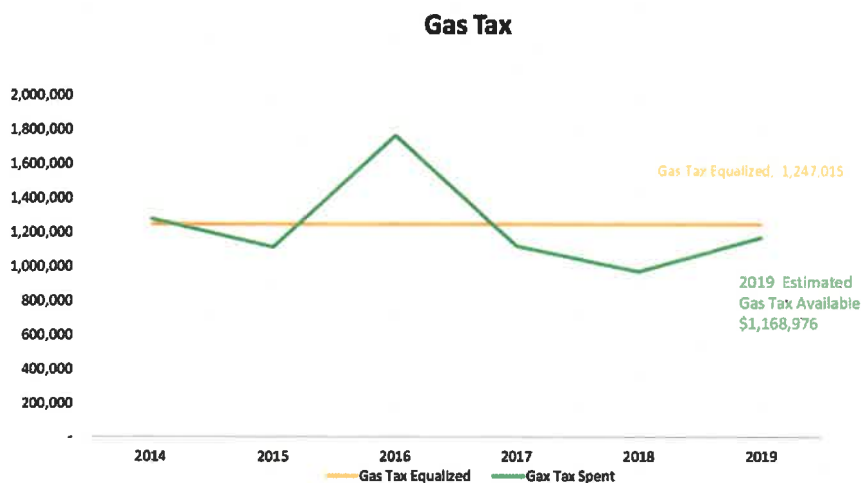


2019 BUDGET CHALLENGES

- External sources budget
 - Growing faster than tax assessment and general operating budget
- Growth Projections
 - Projection is 2%
- Costs of Operating
 - Everything costs more!! Eg, power, wages, insurance, benefits, outside contracts



GAS TAX FUNDING



Actual Spending	
2014	\$1,279,050
2015	\$1,112,514
2016	\$1,768,000
2017	\$1,120,000
2018	\$970,804
2019 Estimated \$1,168,976	



FINANCE MODERNIZATION

Phase 1 - FMW Budget Management Software

- Brought challenges for first year
- Enhanced budget monitoring for Managers
- Less reliance on multiple complex spreadsheets
- Enhanced reporting in the future
- YTD actuals will be real-time

Phase 2 – Accounts Payable Automation



INTERNAL SOURCES



General
Government



Internal Protective
Services



Environmental
Health and
Development



Transportation
Services



Community
Services



Debt Servicing



Capital and
Reserves



EXTERNAL SOURCES



Police



Fire



911



Kennebecasis Library



Regional Services and
ESJ



Waste Management



Comex

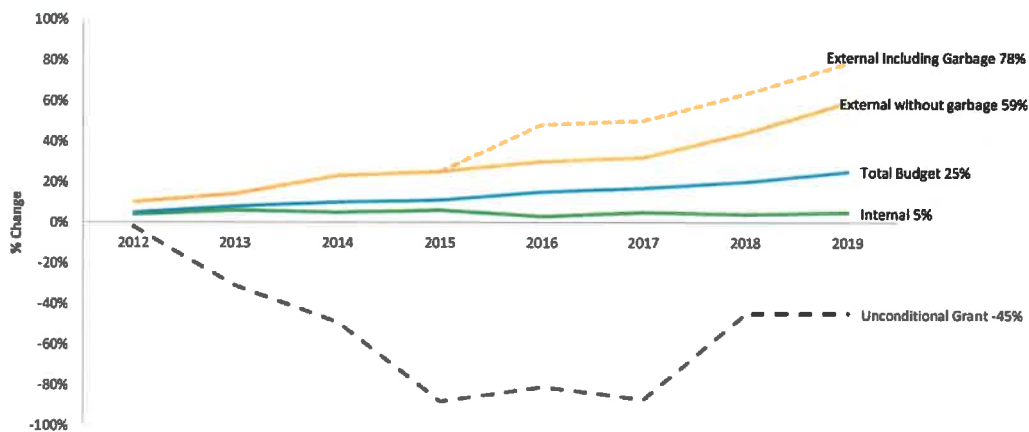


Council Sponsorships
and Grants



INTERNAL VS. EXTERNAL SPENDING INCREASE'S

Internal vs External Spending Increases Percentage of Change



SUMMARY OF 2019 DRAFT BUDGET

Source of Changes 2019

Refer to Page 1 of Budget Package



INTERNAL SOURCES BUDGET CHALLENGES 2019

WorkSafe NB	\$73,920
Building M&R	18,500
Compensation Project HR	21,500
Street Signs (40 km)	25,000
Municipal Plan Process	7,500
Fields and Town Hall	185,600
Equipment M&R (Kube)	5,000
Various small one time items	<u>\$8,017</u>

\$ 345,037

Increase to internal sources 2019 is
\$221,306



REFERRALS TO BUDGET PROCESS

Two items through 2018 were referred to the budget process by Council.

They have not been included in the budget numbers but are provided for Councils consideration:

- Performance Audit \$101,922
- Smoke free by-law \$48,380



PERFORMANCE AUDIT (\$101,922) (0.0061)

- Motion on June 17, 2018 to complete an RFP for an internal performance audit.
- Three RFPs were identified in order:
 1. Grant Thornton \$97,720 plus HST
 2. KPMG \$52,925 plus HST
 3. Ernst & Young \$131,400 plus HST

Motion "Council refer \$97,720 plus HST to the 2019 budget deliberations process based on Grant Thornton's proposal for a performance audit review of Town operations; recognizing an award of the RFP will be contingent upon the outcome and final approval of the 2019 budget process."

Item will be up for discussion in the Tax change sheet at end of presentation



SMOKE FREE BY-LAW (\$48,380) (0.0029)

- In 2018 request was received from Dr. Luck to consider enacting a smoke free by-law in the Town.
- Memo was brought to Council identifying options and concerns.
- Costs for consideration for 2019:
 - Community Consultation \$10,000
 - Signage \$15,380
 - Communications strategy and materials \$20,000
 - Staff smoking cessation \$2,500 (annual cost to benefits)

Note: This does not include any funding for compliance or legal fees

Item will be up for discussion in the Tax change sheet at end of presentation



QUESTIONS





COMMUNITY SERVICES GENERAL OPERATING AND CAPITAL BUDGET



COMMUNITY SERVICES 2019 OPERATING BUDGET

Revenue

2019 Budget	2018 Budget	\$ Change	%
\$1,111,447	\$1,097,557	\$13,890	1.3%

Expenses

2019 Budget	2018 Budget	\$Change	%
\$4,091,050	\$3,901,451	\$189,599	4.9%



COMMUNITY SERVICES GENERAL OPERATING

Revenue

- Average annual 2% increase in rental rates
- Hammond River Park rental rate increase of \$1,000
- Beach volleyball rental fees - \$1,000 - new in 2019
- Decrease in Moosehead Conference Centre due to YMCA not renting space for after school program



COMMUNITY SERVICES

Facility M & R Decreases

- Meenan's Cove Beach House, Warehouse etc. due to security system upgrades currently being completed via 2018 Capital.
- Overall decreases are in areas where projects have been completed.
Example: beach volley courts



COMMUNITY SERVICES GENERAL OPERATING

Facility M & R Budget Increases

- QMA - \$3,500 Compressor overhaul
- QMA - \$5,000 Olympia engine maintenance
- qplex pool - \$4,200 automatic door for persons with a disability
- qplex – Kube work \$5,000 repairs, cleaning
- qplex - \$2,000 lexan
- qplex - \$5,000 window replacement
- Parks - \$2,000 – Matthews Cove Bridge repairs
- Parks - \$2,500 – Dirt Jump Park - additional jumps and track
- Town Hall & fields - grub control/repair and hydro-seed
- Parks - facility user liability insurance - \$7,520



COMMUNITY SERVICES GENERAL OPERATING



Centennial



Grubs



Rolf Soccer Field



Saunders Soccer Field



COMMUNITY SERVICES CAPITAL

Paving of QR Trail - \$144,681 (Enabling Accessibility Fund application)

- Applied for \$100,000 grant
- Letters of support from community & KV Committee for Disabled Persons
- Length of trail – 2km
- Now connected to the Rothesay border



COMMUNITY SERVICES CAPITAL

Complex Drainage Improvements - \$28,000

- Drainage for South Parking lot and Randy Jones Way
- Large grass area with drainage swale
- Replace dying trees to create windbreak for pool area



COMMUNITY SERVICES CAPITAL

Trail Development - \$70,000

- Connection from The Great Trail to the QR Trail which creates a walking corridor to the business district
- Acquire a 6 meter corridor along property line in exchange for LPP land bank credit
- Approximately 950 meters in length
- This will create a corridor for future sewer expansion from the Gondola Point Area Along church property line and over the hill



COMMUNITY SERVICES CAPITAL

Replace Kioti Tractor

- \$65,000 or lease to own option

- 60 months \$1150/month
- 84 months \$950.00/month
- 2009 reached its life expectancy
- Regular issues with current equipment.
- Motor has been rebuilt twice. Unable to repair again.
- Undersized for the current work.
- Unreliable as our primary machine, top dress fields, landscape, projects, repair culverts, snow plow etc.



COMMUNITY SERVICES CAPITAL

Complex Structural Steel Painting - \$15,000

- Rust from the steel has created separation of the fire proof coating resulting in coating deterioration.
- Structural integrity of the steel is impacted.
- South Elevation
- Phase 2 of 5



COMMUNITY SERVICES CAPITAL

Complex Pool Concrete Caulking - \$15,000

- Outer concrete deck joints
- Concrete expansion joints has separated in majority of locations.
- Vegetation is present.
- Expansion joints have opened up to a point where it is a hazard.



COMMUNITY SERVICES CAPITAL

Complex Pool Concrete Repairs - \$25,000

- West end of Jr. Olympic pool.
- The concrete under the slide stairwell has lowered.
- Eventually the top two sections of the spiral slide will be damaged due to the wooden stairwell lowering.



COMMUNITY SERVICES CAPITAL

Complex Fire Protection - \$15,000

- Sprinkler pipe leveling concerns in arena.
- Ice area sprinkler piping has improper slope to drain away water and moisture.
- Not addressing this will lead to premature failure of the sprinkler piping as the water will pool in low spots and deteriorate the piping.



COMMUNITY SERVICES CAPITAL

QMA Parking lot repairs year 1 of 3 - \$15,000

- Parking lot deteriorated to sub base level. Now the water gets in it and the freeze and thaw has causing further damage.
- Repairing isolated pothole areas in the path of Zamboni.



COMMUNITY SERVICES CAPITAL

QMA 22' walk behind floor scrubber - \$12,000

- More efficient cleaning and use of staff time.
- Cold environment and removing water used for cleaning will help with potential slip, trips, and falls.



COMMUNITY SERVICES CAPITAL

QMA new Zamboni 446 - \$110,000

- The Saunders Equipment Technician has determined that the electrical system is deteriorating.
- The expected life of a Zamboni is 10-15 years. Ours is currently 14 years old.
- Over the last 2 years we have spent approx. \$12,000 on parts, repairs, etc.
- This increases as equipment continues to age.



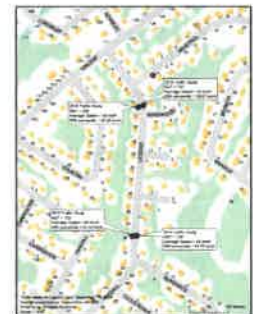
COMMUNITY SERVICES CAPITAL

Security Camera Upgrades All Facilities - \$99,000

- Recommended as a result of 2017 Security Audit
- Currently installing facility fire & intrusion systems in all facilities - 2018 capital project
- Protect our assets
- Risk management
- New cameras with better quality
- Proper storage of data
- Replacing approximately 44 cameras



QUESTIONS: COMMUNITY SERVICES



ENGINEERING & WORKS 2019 GENERAL OPERATING AND CAPITAL BUDGET



ENG & WORKS BUDGET 2019 – OVERVIEW

Proposed Operating Budget 2019

Transportation	\$4,383,939
Environmental Health	\$274,066
Protective Services	
Building Inspection	\$201,773
Animal Control	\$73,575

This represents 20.04% of total municipal expenses

Total Budget \$4,933,353

It should be noted that it is a **decrease in overall percentage share by 0.29%**

In actual dollars, this year represents an increase of \$146,088 (or 3.05%) over 2018



ENG & WORKS BUDGET 2019 – COMPARISON

Operating Budget Category	2019	2018	\$ diff from 2018	% diff from 2018
Transportation	\$4,383,939	\$4,249,832	\$134,107	3.15%
Environmental Health	\$274,066	\$265,011	\$9,055	3.42%
Protective Services				
Building Inspection	\$201,773	\$195,066	\$6,707	3.43%
Animal Control	\$73,575	\$77,356	(\$3,781)	-4.89%
Total Budget	\$4,933,353	\$4,787,265	\$146,088	3.05%
% of municipal Expenses	20.04%	20.33%		0.29%



ENG & WORKS BUDGET 2019 – CONSIDERATIONS

Service Considerations

- New Streets 2018 - approximately 0.361 km (Now 181.212 km)
- New residential construction 41 units (41 in 2017)
- New Apt Units 35 - (0 in 2017)
- Sidewalks and walking lanes with dedicated Traffic Monitoring and Pedestrian safety
- Extended Pothole program
- Introduction of In-house crosswalk, arrow painting (Sharrows introduced in 2019)

Benchmark

- 56 Significant winter storm events 2018 (269 hrs of snow fighting per man) (2018 53/300)
- 105 culvert work order (new/replace/repair) - (carried over 26 to 2019) (2018 134/19)
- Roughly 612 tons Asphalt placed by crews -potholes, road and driveway repairs (2018 – 718)
- Approx. 35 - 40 Animal Control calls per month – consistent 2018
- Approx 36 traffic volume/speed studies conducted June to Sept



ENG & WORKS BUDGET 2019 – HIGHLIGHTS +/-

Transportation/Env Health/Bldg Insp/Animal Cont

- In \$4.93 Million Budget, no significant line item changes
- Based on similar Service level goals and trends from 2018
- Will not find 100K saving item
- Largest single line drop -\$13K - Driveway Culverts
- Largest single line increase +\$45K winter snow contracts



ENG & WORKS BUDGET 2019 – HIGHLIGHTS +/-

Transportation (Includes Engineering)

- Office M&R CAD/GIS/licensing other “One time cost” (+\$9,100)
- Overall fleet costs (maintained at 2018 levels)
- Winter and Summer “Supplies” increased to properly reflect use
 - Previous years always under budgeted 2019 increase \$15,000
- Driveway Culvert Budget set to 2018 level (\$73,000 Decrease of \$13k)
 - once budget hit - new work order requests or lower priority c/o to 2020
- * Please Note in this cost center Public Transportation (Comex)
 - Considered an external source but impacts change by - \$2,121



ENG & WORKS BUDGET 2019 – HIGHLIGHTS +/-

Transportation (Cont'd)

- Winter Budget two main increases
 - Outside contracts increased \$45,000 Final year of contract will be re-issuing tender for 2020-2025
 - Salt budget increased slightly \$10,000 to match trend and increased unit price
- Traffic Bylaw changes to local 40Km/hr requires additional signage
 - Budget proposes \$25,000 for signs and installation



ENG & WORKS BUDGET 2019 – HIGHLIGHTS +/-

Environmental Health

- **Focus on Environmental Development Services**
 - (i.e. Garbage, Regional Facilities, ESJ, Regional Library – not presented here)
- **Main EDS item proposed increase \$12,000 to update Municipal Specifications as part of the Subdivision Bylaw update.**
 - These are standards that developers and builders must follow to construct in town such as Storm water management, asphalt standards, Water & Sewerage standards.
- **Shift focus to Subdivision Bylaw and Zoning Bylaw update**
 - And other supporting legislation – Building Bylaw, PAC etc.



ENG & WORKS BUDGET 2019 – HIGHLIGHTS +/-

Building Inspection

- **No significant line item changes**
- **Proposed for 2018 was Building permit fee calculation methods**
- **Shift to a service fee based cost rather than cost of construction**
- **Initial estimates indicated potential to increase revenue by 15%**
 - 2018 fees \$90,868 compared to similar starts in 2017 were \$79,510
 - Revenue increased \$11,358 or Approx. 14%



ENG & WORKS BUDGET 2019 – HIGHLIGHTS +/-

Animal Control

- No significant line item changes
- Costs adjusted annually for salary, services and secondary supplies
 - Current contract through 2021
- New focus on owner responsibilities



PROPOSED TRANSPORTATION CAPITAL

Category	Item	Value
Equipment	Mechanic Shop 4 Post Hoist	\$ 75,000.00
	Air Conditioning Extraction Unit	\$ 15,000.00
Vehicles	Engineering Traffic Equip Vehicle (replace unit 305)	\$ 40,000.00
	Op Supervisor Vehicle (replace 327)	\$ 42,000.00
	Plow Truck c/w Dump/sander plow (Replace unit 323)	\$ 350,000.00
Storm	Miscellaneous Storm Sewer	\$ 150,000.00
	Local Improvement Program	\$ 15,000.00
Traffic Calming	Equipment for Various areas (Ped beacons, Radar speed signs)	\$ 15,000.00
Roads	Gondola Blvd Corridor Phase 3	\$ 370,000.00
	French Village Road Phase 6 - (Reconstruct 1.2km)	\$ 300,000.00
	Monarch Drive (0.82 km)	\$ 105,000.00
	Ashfield Dr (0.92 km)	\$ 120,000.00
	Chrysler Crescent (0.15 km)	\$ 20,000.00
	Banshee Ct (0.20 km)	\$ 25,000.00
	Lincoln Dr (0.23 km)	\$ 22,000.00
	Emery St (0.2km)	\$ 43,000.00
	Yukon Drive (0.45km)	\$ 70,000.00
	Melanie Dr (0.9 km)	\$ 115,000.00
	Quispamsis Road to Cambridge Ent (0.5km)	\$ 300,000.00
		\$ 2,192,000.00

\$702,000

(2018 - \$250,000)

\$1,490,000

(2018 - \$1,587,000)



STREET CAPITAL OVERVIEW

	Resurfaced Distance (km)	Asphalt (\$/tons)
2012	6.55	\$90
2013	6.78	\$82
2014	3.26	\$82
2015	6.54	\$75
2016	5.68	\$94
2017	5.92	\$103
2018	6.05	\$85
2019	5.66 (est)	\$100 (est)

Street Capital Map



CAPITAL OVERVIEW – EQUIPMENT



Garage four post hoist - \$75,000



Works Op Supervisor 4x4 Pickup - \$40,000



Engineering Traffic Equip Truck - \$42,000



New Plow Truck with dump and sander - \$350,000



Misc Traffic Control – Pedestrian safety - \$15,000



QUESTIONS: ENGINEERING & WORKS



**UTILITY
GENERAL OPERATING AND CAPITAL BUDGET**



UTILITY BUDGET 2019 – COMPARISON

	2019	2018	\$ difference from 2018	% difference from 2018
Sewer Infrastructure	\$ 147,161.00	\$ 142,146.00	\$ 5,015.00	3.53%
Sewer Lift Stations	\$ 276,432.00	\$ 271,383.00	\$ 5,049.00	1.86%
Sewer Treatment	\$ 252,278.00	\$ 237,640.00	\$ 14,638.00	6.16%
Sub-Total	\$ 675,871.00	\$ 651,169.00	\$ 24,702.00	3.79%
Water Wellfields	\$ 3,750.00	\$ 3,750.00	\$ -	0.00%
Water Treatment	\$ 46,400.00	\$ 43,900.00	\$ 2,500.00	5.69%
Water Pumping	\$ 33,505.00	\$ 30,534.00	\$ 2,971.00	9.73%
Water System	\$ 176,177.00	\$ 151,202.00	\$ 24,975.00	16.52%
Sub-Total	\$ 259,832.00	\$ 229,386.00	\$ 30,446.00	13.27%
Utility Administration	\$ 541,756.00	\$ 550,161.00	\$ (8,405.00)	-1.53%
TOTAL	\$ 1,477,459.00	\$ 1,430,716.00	\$ 46,743.00	3.27%



UTILITY BUDGET 2019 – HIGHLIGHTS +/-

Sewer Department

- No significant line item changes most divisions
- Treatment increase approx +\$14,000 for new primary treatment
 - One time Asphalt cost pad in front of entrance (\$5,000)
 - First year will be baseline for Electricity and Solids disposal
- Awaiting Gondola Point Rd WWPS study
 - Reviewing Flow monitoring results from fall 2018
 - Will incorporate into final report



UTILITY BUDGET 2019 – HIGHLIGHTS +/-

Water Department

- No significant line item changes most divisions
- Water System - Exterior Coating water reservoir (\$20,000)
 - Coating required 7 to 10 year span to prevent corrosion and extend life
- Awaiting Water Distribution and Planning Study
 - Reviewing Draft final Document
 - Will provide roadmap for upgrades and future expansion



UTILITY BUDGET 2019 – PROPOSED CAPITAL

Sewer Department

- Utility Capital - Building \$500,000
 - Planning and needs analysis completed preliminary design completed in house

Water Department

- Hampton Road Water main Expansion Old Coach to Pinewood
 - To leverage High density proposal \$500,000
- No Fleet replacement in 2019



QUESTIONS: UTILITY BUDGET



FOCUS FOR 2019

Quispamsis Comprehensive Asset Management Plan

- Engaged services of R.V. Anderson
- First Phase of Project
 - Where are we today?
 - What we own, What its worth, What shape it in , What does it cost to maintain?
- Plan for Future
 - Major risks, Desired Level of Service, Investment in assets, Forecast revenues and expenditures



WHAT IS ASSET MANAGEMENT PLAN?

- An integrated process for managing municipal infrastructure
- Ensures delivery of quality and fiscally-responsible services.
- Considers the maintenance, rehabilitation and replacement of all municipal infrastructure
- Assists in managing risks and minimizing costs
- AM plan helps municipalities make informed, proactive infrastructure and budget decisions according to priorities and needs.



ASSET MANAGEMENT – COUNCIL ROLE

- Council has Significant Role to play
- Determine “Vision” for community
- Ensure Sufficient resources to achieve desired Level of Service
- Council will be tasked with adopting Policy Statement
 - **Confirms council’s commitment to asset management**
 - **Provides direction to staff to implement planning**
- Council focus on strategic decisions not line item decisions



VALUE OF ASSET MANAGEMENT

- Long term value to town as it matures
- Take opportunity now since we are “Young Community”
 - Demand for services increasing
 - Opportunities for tax revenues are increasing
 - Asset renewal not yet full circle
- Need to anticipate and plan for replacement of existing assets
- Need to account for long term planning of “New” assets



QUESTIONS



EXTERNAL SOURCES



Police



Fire



911



Kennebecasis Library



Regional Services and
ESJ



Waste Management



Comex



Council Sponsorships
and Grants



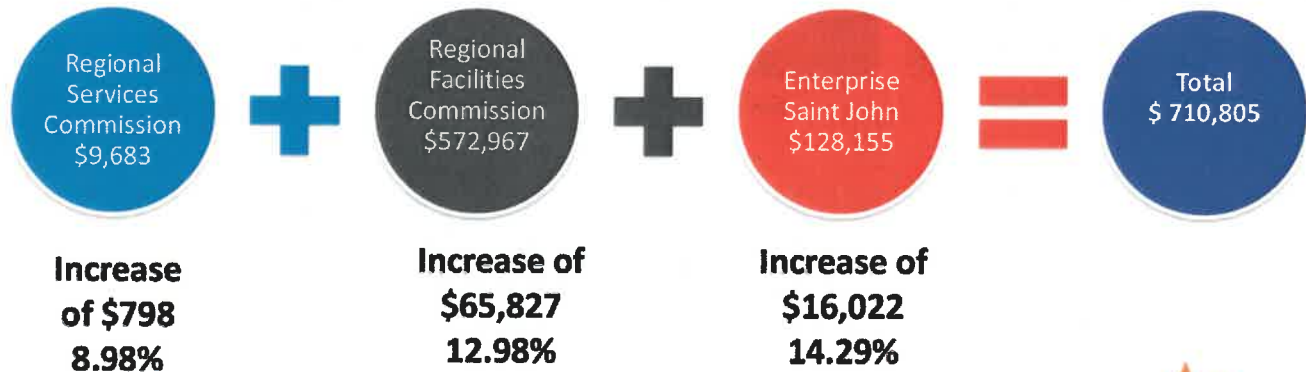
SUMMARY OF 2019 DRAFT BUDGET

Source of Changes 2019

Refer to Page 1 of Budget Package

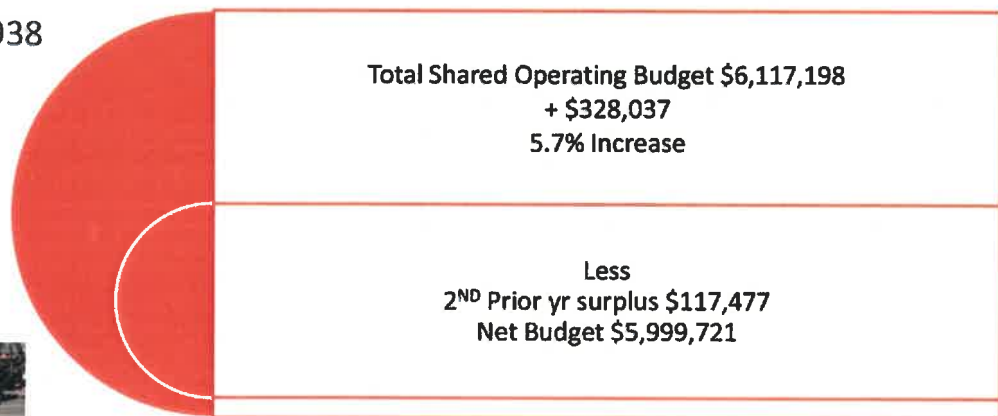
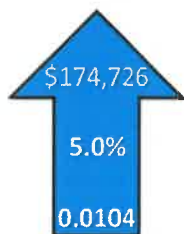


REGIONAL SERVICES AND ESJ PARTNERSHIP



PROTECTIVE SERVICES - POLICE

Town Budget \$3,665,938

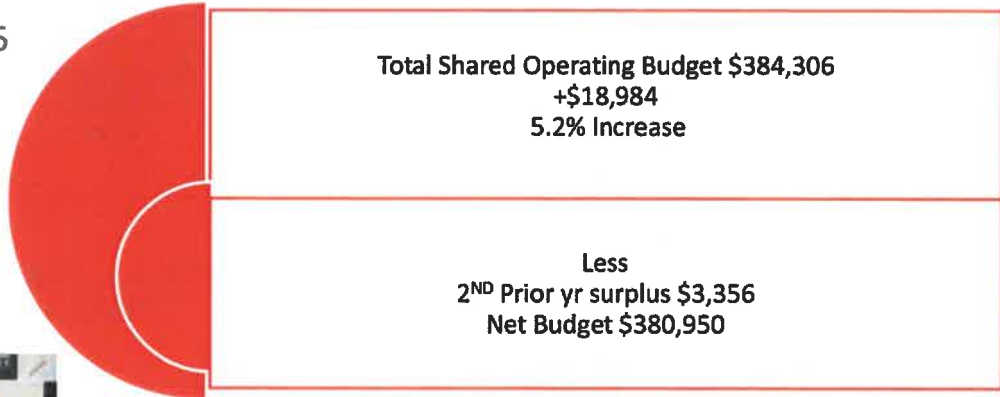
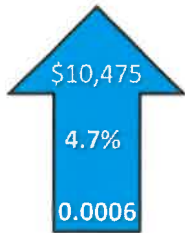


59.81% Town Share based on
Population and Road Kilometres



PROTECTIVE SERVICES - 911

Town Budget \$232,425

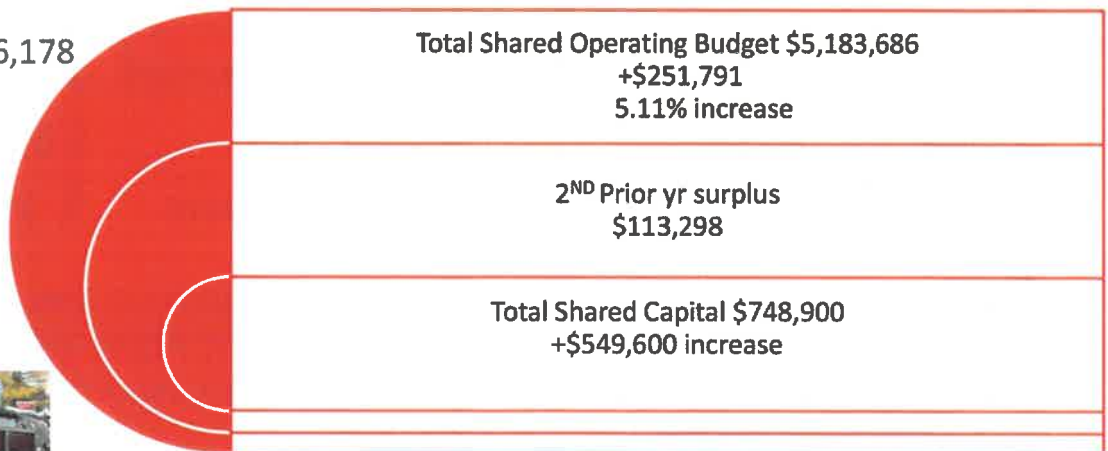
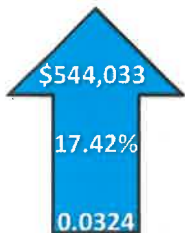


61.012% Town Share based on Population



PROTECTIVE SERVICES - FIRE

Town Budget \$3,666,178

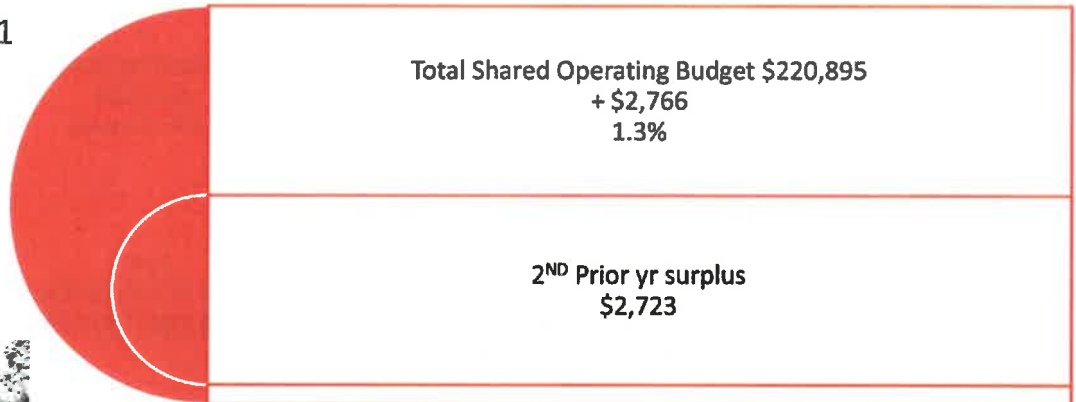


59.15% Town Share based on Population and Tax Assessment



KENNEBECASIS PUBLIC LIBRARY

Town Budget \$134,031



61.43% Town Share based on Population



WASTE MANAGEMENT

Budget \$992,600



- Garbage Collection \$ 586,000
- Tipping Fees \$ 390,000
- Town Dumpsters \$ 16,600

\$6,200 decrease to Tipping Fee costs. 2018 budgeted tonnage was higher than actuals and no rate change.

\$15,400 increase to collection cost from a 2% rate increase and new homes

Contract expires at the end of 2019



PUBLIC TRANSIT - COMEX

Budget \$161,109



- Increase to Saint John Transit services of 2.8% (\$3,879)
- Decrease in costs for plowing and maintenance costs based on prior year actuals of 46.2% (\$6,000)



COMEX – WHERE ARE WE AT

- Buses are important to an inclusive and environmentally responsible community
- 2018 saw an increase in ridership over 2017



6.34% - Route 53

1.13% - Route 52

- Transportation Committee has looked at routes and recommends no change
- Sub Committee met with community riders and is looking at a “ride for free day” in 2019 and increasing promotion & awareness



CIVIC RELATIONS – SPONSORSHIPS AND GRANTS

SPONSORSHIPS	2019 Requests	Council Approval
PRO Kids	7,135	7,135
2019 Canadian Tire National Skating Championship	10,000	10,000
Saint John Midget AAA Vito's	1,000	1,000
International Women's Day	350	350
KV Food Bank	1,000	1,000
Discover Saint John	3,000	3,000
SUB TOTAL SPONSORSHIPS	22,485	22,485
GRANTS	2019 Requests	Council Approval
Dalhousie Medicine NB	5,000	5,000
Greater Saint John Fieldhouse	7,500	7,500
Acadian Games	3,333	3,333
Cherry Brook Zoo	5,000	3,000
Fundy Gymnastics	10,000	-
Hammond River Angling Assoc.	10,000	300
Junior Achievement	3,000	300
Oasis Youth Centre	10,000	5,000
XV Committee for Disabled Persons	7,500	7,500
XV Girls Softball Association	5,000	-
Kennebecasis Valley High School	10,000	-
1st Quispamsis Scouting Group	500	-
Saint John Theatre Company	2,000	-
Key Industries	8,000	3,000
Crimestoppers	3,000	1,500
Quispamsis Figure Skating Club	5,000	-
Various other donations and support	1,850	1,850
SUB TOTAL GRANTS	96,683	38,283
	119,168	60,768

Decrease over
2018 budget - \$16,925



What Does All This Mean?



BUDGET SUMMARY

	2019	2018	2019 \$ Change	Tax Rate Effect 2019	2019 % Change
EXTERNAL SOURCES					
Sub-Total All External Sources	9,605,154	8,796,108	809,046	0.0482	9.20%
INTERNAL SOURCES					
Sub-Total Internal before Capital	13,826,256	13,386,782	439,474	0.0262	3.28%
Proposed Capital Projects from Operating	1,183,162	1,401,330	(218,168)	-0.0130	-15.57%
Sub-Total Internal Expenditures	15,009,418	14,788,112	221,306	0.0132	1.50%
Total Expenditures	24,614,572	23,584,220	1,030,352	0.0614	4.37%
Unconditional Grant	453,656	453,656	-	-	0.00%
Other Revenue	1,643,331	1,480,534	162,797	0.0097	11.00%
Property Tax Warrant	22,517,585	21,650,030	867,555	0.0517	4.01%
Total Revenue	24,614,572	23,584,220	1,030,352	0.0614	4.37%
TAX BASE	1,711,917,252	1,678,350,247	33,567,005		2.00%
TAX RATE CALCULATED	1.3153	1.2900	0.0253		1.96%

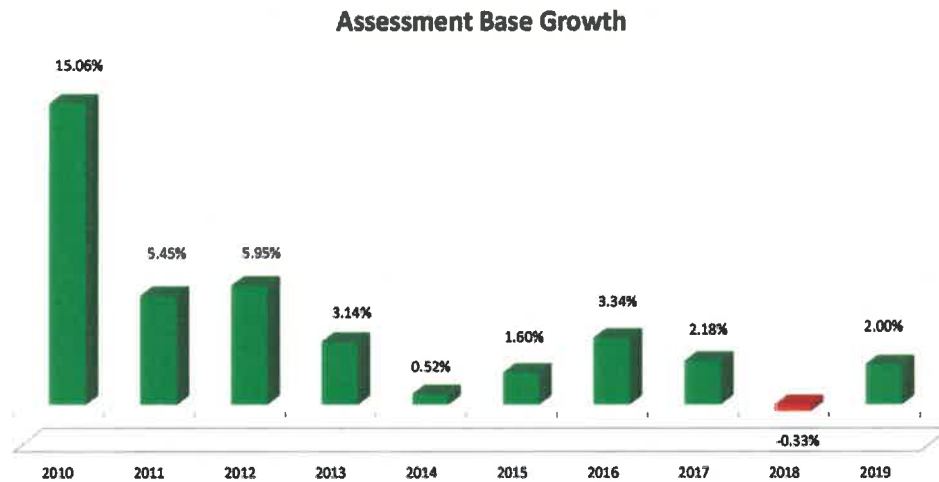


ASSESSMENTS

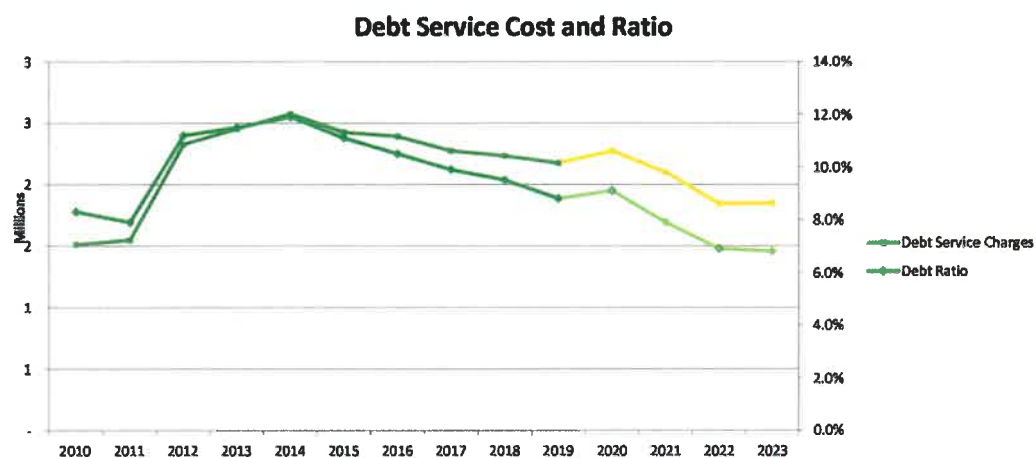
BUDGET ITEM	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 ESTIMATE
Property Tax Rates	1.2290	1.2070	1.2070	1.2070	1.2200	1.2385	1.2485	1.2700	1.2800	1.2900	1.3153
Tax Assessment Base	1,177,838,700	1,355,243,950	1,429,112,450	1,514,101,400	1,561,715,100	1,569,798,200	1,594,839,859	1,648,073,250	1,683,952,600	1,678,350,247	1,711,917,252
Total Revenue	14,475,638	16,357,794	17,249,387	18,275,204	19,052,924	19,441,951	19,911,576	20,930,530	21,554,593	21,650,027	22,517,585
Assessment Base Growth	17.36%	15.06%	5.45%	5.95%	3.14%	0.52%	1.60%	3.34%	2.18%	-0.33%	2.00%
Total Budget	6,042,098	18,119,406	19,693,098	20,733,731	1,249,214	1,603,147	21,885,257	2,687,026	3,072,154	23,584,213	24,614,572
Budget Growth	12.63%	12.95%	8.69%	5.28%	2.49%	1.67%	1.31%	3.66%	1.70%	2.22%	4.37%



ASSESSMENT BASE GROWTH



FISCAL SERVICES



FISCAL SERVICES

	2019 Budget	2018 Budget	\$ Change	% Change
Principal Installments	1,662,266	1,676,177	(13,911)	-0.8%
Interest on Long Term Debt	482,717	531,338	(48,621)	-9.2%
Other charges and discounts	30,061	26,748	3,313	12.4%
TOTAL DEBT SERVICE COST	2,175,044	2,234,263	(59,219)	-2.7%
Transfers To Operating Reserve Funds	198,958	116,000	82,958	0.0%
Transfers To General Capital Fund	1,183,162	1,401,330	(218,168)	0.0%
TOTAL FISCAL SERVICES	\$ 3,557,164	\$ 3,751,593	\$ (194,429)	-5.2%



FISCAL SERVICES – LONG TERM DEBT

Outstanding Debentures	Original Amt	2019	2020	2021	2022	2023
AY14-08 May 16 2018 (\$500,000) 10 yrs	500,000	paid	paid	paid	paid	paid
BB23-09 Nov 6, 2014 (\$305,000) 5 years	555,000	paid	paid	paid	paid	paid
BD20 Nov 19, 2020 (\$955,000) 10 yrs	955,000	61,107	61,004	paid	paid	paid
BE14 May 27, 2021 (\$12,240,000) 15 yrs	12,240,000	1,092,092	1,092,665	955,426	950,585	950,585
BF19 Nov 22, 2026 (2,600,000) 15 yrs	2,600,000	285,704	285,773	284,600	38,709	38,709
FCM 10092 May 28, 2027 (\$2M) 15 yrs	2,000,000	153,885	154,490	153,810	154,080	154,290
BJ21 Nov 20, 2033 (\$3564,000) 20 yrs	3,564,000	283,942	284,829	285,080	283,679	284,705
BL23 Dec 8, 2034 (\$402,000) 20 yrs	402,000	27,978	27,610	28,198	27,727	28,220
BP18 Dec 7 2023 (\$428,000) 7yrs	428,000	66,156	66,244	66,165	65,913	66,483
BR19 Dec 12 2032 (\$750,000)	750,000	62,188	62,387	62,480	62,485	62,399
Capital leases	131,466	28,954	28,955	3,227	paid	paid
Road Construction Transfer to Utility	809,320	91,923	91,923	91,923	91,923	91,923
Contribution from Utility (20 yrs)		-8,947	paid	paid	paid	paid
Total Present Long -Term Debt Cost		2,144,882	2,155,880	1,970,909	1,875,182	1,877,184
Potential New Debt						
Meenan's Cove Beach House Reno 15 yrs	808,000		42,014	67,895	67,895	67,895
Plow Truck c/w dump sander body - 10 yrs	350,000		40,944	40,944	40,944	40,944
Fire Station	300,000			25,209	25,209	25,209
Potential Debt Service Cost		2,144,882	2,236,809	2,064,958	1,806,158	1,811,863



RESERVE FUNDS

2018 Transactions	General Capital	General Operating	Utility Capital	Utility Operating	Utility Capital Repl. & FC	LPP
Opening Balance	730,143	568,899	130,833	130,833	434,205	116,347
Budget Contributions per 2018 budget	-	116,000	131,575		44,872	
Sub-Total	730,143	684,899	262,408	130,833	479,077	116,347
Less: Withdrawals Scheduled for Projects						
Continuous Improvement		(40,000)				
FMW budget software	(40,350)					
Town Hall renovations		(15,000)				
Preparation for Fire Station #2	240,750					
Closing Balance December 31, 2018	930,543	629,899	262,408	130,833	479,077	116,347
2019 Transactions	General Capital	General Operating	Utility Capital	Utility Operating	Utility Capital Repl. & FC	LPP
Budget Contributions per 2019 budget		198,958	67,632		45,104	
Less: withdrawals scheduled for 2019						
Utility building			(150,000)			
Grub control and spraying		(185,000)				
Closing Balance December 31, 2019	930,543	643,857	180,040	130,833	524,181	116,347



OPTIONS

**DECREASE
OPERATING
EXPENDITURES
– Cuts**

**DECREASE
CAPITAL
EXPENDITURES
– Cuts**

**BORROW TO
FINANCE
CAPITAL**

**INCREASE
PROPERTY TAX
RATE
1 Cent =
\$171,192**

**WITHDRAWAL
FROM
RESERVE
FUNDS**

QUESTIONS ON GENERAL OPERATING



UTILITY OPERATING BUDGET

Utility Revenue	2019	2018	\$ change	% change
Total Water User Fee Revenue	225,941	215,265	10,676	5.0%
Total Sewer User Fee Revenue	2,368,235	2,268,673	99,562	4.4%
Surplus from 2nd Previous Year	18,416	685	17,731	2588.5%
Transfer from General Operating	91,923	91,923	0	0.0%
Water Transfer Costs	111,529	111,529	0	0.0%
Other Revenue	75,076	69,978	5,098	7.3%
Total Other	296,944	274,115	22,829	8.3%
GRAND TOTAL REVENUE	2,891,120	2,758,053	133,067	4.8%



UTILITY OPERATING BUDGET

Expenditures	2019	2018	\$ change	% change
Water	259,832	229,386	30,446	13.3%
Sewer	675,871	651,169	24,702	3.8%
Administration	541,756	550,162	-8,406	-1.5%
Fiscal Services	1,107,697	1,115,889	-8,192	-0.7%
Reserve Funds	105,964	176,447	-70,483	-39.9%
Capital via Operating	200,000	35,000	165,000	471.4%
TOTAL UTILITY EXPENDITURES	2,891,120	2,758,053	133,067	4.8%



UTILITY FISCAL SERVICES

	2019 Budget	2018 Budget	\$ Change	% Change
Principal Installments	674,000	663,998	10,002	1.5%
Interest on Long Term Debt	374,735	390,766	(16,031)	-4.1%
Utility Contribution to GRF Long Term Debt	8,947	8,947	-	0.0%
Other charges and discounts	50,015	52,178	(2,163)	-4.1%
TOTAL DEBT SERVICE COST	1,107,697	1,115,889	(8,192)	-0.7%
Capital From Operating	200,000	35,000	165,000	0.0%
Transfer to Equip Replacement & FC	45,104	44,872	232	0.0%
Transfers To Capital Reserve Fund	60,860	131,575	(70,715)	0.0%
TOTAL FISCAL SERVICES	\$ 1,413,661	\$ 1,327,336	\$ 86,325	6.5%



UTILITY RATES

- Council should consider the sustainability of the rates, as we know we will need significant funding for Gondola Point Wastewater project and future water expansion
- Growing the rate now provides some funding
- Budget was prepared with rate increases of:
 - 4.76% increase to sewer rates (\$20.00)
 - 1.89% increase to water user fixed rate (\$4)
 - 2% on consumption fees



QUESTIONS ON UTILITY



TOTAL BUDGET DISCUSSION

Tax change tracking sheet

