

**TOWN OF COBOURG**

**2017 CURRENT OPERATING BUDGET SUMMARY**

	<b>2016 BUDGET</b>	<b>2017 DEPT REQUEST</b>	<b>%</b>	<b>2017 FINAL APPROVED</b>	<b>%</b>	<b>2018 FORECAST</b>	<b>2019 FORECAST</b>
DIRECT CONTROL NET EXPENDITURES	17,079,007	17,397,895	1.9	0	(100.0)	19,763,235	19,699,302
DIRECT CONTROL REVENUE	-1,024,400	-828,000	(19.2)	0	(100.0)	-819,000	-807,200
DIRECT NET COST	<u>16,054,607</u>	<u>16,569,895</u>	3.2	<u>0</u>	(100.0)	<u>18,944,235</u>	<u>18,892,102</u>
POLICE - NET - OPERATING	5,948,716	6,032,105	1.4	0	(100.0)	6,107,635	6,205,234
- CAPITAL	100,000	50,000	(50.0)		(100.0)	0	0
POLICE NET COST	<u>6,048,716</u>	<u>6,082,105</u>	0.6	<u>0</u>	(100.0)	<u>6,107,635</u>	<u>6,205,234</u>
TOTAL FOR MUNICIPAL LEVY	<u>22,103,323</u>	<u>22,652,000</u>	2.5	<u>0</u>	(100.0)	<u>25,051,870</u>	<u>25,097,336</u>
IMPACT OF NEW ASSESSMENT GROWTH		<u>199,000</u>	0.9	<u></u>			
IMPACT ON PRIOR EXISTING ASSESSMENT		<u>22,453,000</u>	1.6	<u>0</u>	(100.0)		

## TOWN OF COBOURG

### 2017 CURRENT OPERATING BUDGET SUMMARY

FUNCTION	2016 BUDGET	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>NET EXPENDITURES</b>							
GENERAL GOVERNMENT	3,061,560	3,083,848	0.7	0	(100.0)	3,155,553	3,275,033
PROTECTION - OTHER	3,414,005	3,474,919	1.8	0	(100.0)	3,625,653	3,753,363
PUBLIC WORKS	4,108,318	4,149,038	1.0	0	(100.0)	4,275,147	4,368,543
ENVIRONMENTAL	40,796	37,725	(7.5)	0	(100.0)	38,875	40,025
SOCIAL & FAMILY	43,000	43,000	0.0	0	(100.0)	21,500	21,500
PARKS & RECREATION	3,159,366	3,330,263	5.4	0	(100.0)	3,466,660	3,565,942
CULTURE & COMMUNITY	1,287,619	1,350,895	4.9	0	(100.0)	1,487,773	1,535,969
PLANNING & RESIDENTIAL	401,571	420,138	4.6	0	(100.0)	437,233	447,448
COMMERCIAL & ECO. DEV.	602,322	589,674	(2.1)	0	(100.0)	639,791	643,179
<b>TOTAL OPERATING</b>	<b>16,118,557</b>	<b>16,479,500</b>	<b>2.2</b>	<b>0</b>	<b>(100.0)</b>	<b>17,148,185</b>	<b>17,651,002</b>
CAPITAL LEVY	246,550	294,995	19.6		(100.0)	1,989,250	1,420,000
LONG TERM DEBT CHARGES	713,900	623,400	(12.7)	0	(100.0)	625,800	628,300
<b>TOTAL CAPITAL FORMATION</b>	<b>960,450</b>	<b>918,395</b>	<b>(4.4)</b>	<b>0</b>	<b>(100.0)</b>	<b>2,615,050</b>	<b>2,048,300</b>
<b>TOTAL DIRECT CONTROL</b>	<b>17,079,007</b>	<b>17,397,895</b>	<b>1.9</b>	<b>0</b>	<b>(100.0)</b>	<b>19,763,235</b>	<b>19,699,302</b>

## TOWN OF COBOURG

### 2017 CURRENT OPERATING BUDGET SUMMARY

FUNCTION	2016 BUDGET	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>REVENUE SUMMARY</b>							
<b>REVENUE</b>							
SUPPLEMENTARY TAXES	350,000	375,000	7.1	0	(100.0)	375,000	375,000
PENALTY & INTEREST	600,000	465,000	(22.5)	0	(100.0)	475,000	475,000
TAX CANCELLATIONS	-200,000	-225,000	12.5	0	(100.0)	-225,000	-225,000
TOTAL	750,000	615,000	(18.0)	0	(100.0)	625,000	625,000
<b>PROVINCIAL GRANTS</b>							
UNCONDITIONAL - TOWN	37,500	37,500	0.0	0	(100.0)	37,500	37,700
UNCONDITIONAL - OMPF	109,900	93,500	(14.9)	0	(100.0)	79,500	67,500
TOTAL	147,400	131,000	(11.1)	0	(100.0)	117,000	105,200
<b>OTHER GRANTS</b>							
OTHER GRANTS IN LIEU	22,000	22,000	0.0	0	(100.0)	22,000	22,000
TOTAL	22,000	22,000	0.0	0	(100.0)	22,000	22,000
<b>OTHER</b>							
OTHER REVENUE	105,000	60,000	(42.9)	0	(100.0)	55,000	55,000
TOTAL	105,000	60,000	(42.9)	0	(100.0)	55,000	55,000
<b>TOTAL REVENUE</b>	1,024,400	828,000	(19.2)	0	(100.0)	819,000	807,200

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**REVENUE SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>TAXATION</b>								
MILL RATE	22,103,323	22,058,777	22,652,000	2.5	0	(100.0)	25,051,870	25,097,336
OTHER	950,000	815,918	840,000	(11.6)	0	(100.0)	850,000	850,000
TAX CANCELLATIONS	-200,000	-206,264	-225,000	12.5	0	(100.0)	-225,000	-225,000
TOTAL	22,853,323	22,668,431	23,267,000	1.8	0	(100.0)	25,676,870	25,722,336
<b>PROVINCIAL GRANTS</b>								
UNCONDITIONAL - TOWN	37,500	37,306	37,500	0.0	0	(100.0)	37,500	37,700
UNCONDITIONAL - OMPF	109,900	109,900	93,500	(14.9)	0	(100.0)	79,500	67,500
TOTAL	147,400	147,206	131,000	(11.1)	0	(100.0)	117,000	105,200
<b>OTHER GRANTS</b>								
OTHER GRANTS IN LIEU	22,000	17,207	22,000	0.0	0	(100.0)	22,000	22,000
TOTAL	22,000	17,207	22,000	0.0	0	(100.0)	22,000	22,000
<b>OTHER</b>								
OTHER REVENUE	105,000	28,580	60,000	(42.9)	0	(100.0)	55,000	55,000
TOTAL	105,000	28,580	60,000	(42.9)	0	(100.0)	55,000	55,000
<b>TOTAL REVENUE</b>	23,127,723	22,861,424	23,480,000	1.5	0	(100.0)	25,870,870	25,904,536

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE:

**REVENUES**

FUNCTION/ACTIVITY: **TAXATION**

ACCOUNT #: **860**

2016	2016			2017		2017		2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	*	FORECAST	FORECAST
22,103,323	22,058,777	8601	Taxation - Municipal	22,652,000	*	0		25,051,870	25,097,336
350,000	359,409	8604	Supplementary	375,000	*			375,000	375,000
600,000	456,509	8606	Penalty and Interest on Taxes	465,000				475,000	475,000
-200,000	-206,264	8609	Tax Cancellations	-225,000			*	-225,000	-225,000
22,853,323	22,668,431		TOTAL TAXATION	23,267,000		0		25,676,870	25,722,336

12/29/16

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **REVENUES**      FUNCTION/ACTIVITY: **OTHER GRANTS IN LIEU**      ACCOUNT #: **862**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	*	2018 FORECAST	2019 FORECAST
22,000	17,207	8621	Canada	22,000				22,000	22,000
0	0	8622	Municipal	0	*			0	0
22,000	17,207		TOTAL OTHER GRANTS IN LIEU	22,000		0		22,000	22,000

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **REVENUES**

FUNCTION/ACTIVITY: **OTHER GRANTS IN LIEU**

ACCOUNT#: **862**

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>		
	<b>CODE</b>	<b>OBJECT</b>	<b>DETAILS</b>
Payments of grants in lieu by federal & municipal governments.	8621	Canada	Canada Post Building - Town allocation of payment in lieu of taxes.
	8622	Municipal	PIL's on municipal properties have been allocated to departmental budgets starting in 2016.
<b>PERFORMANCE DATA:</b>			

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **REVENUES**      FUNCTION/ACTIVITY: **PROVINCIAL GRANTS IN LIEU**      ACCOUNT #: **863**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	*	2018 FORECAST	2019 FORECAST
4,500	4,502	8631	LCBO	4,500				4,500	4,500
200	248	8638	MTO	200				200	200
4,600	4,544	8634	Ontario Correctional - Brookside	4,600				4,600	4,600
8,200	8,084	8636	General Hospital	8,200				8,200	8,200
20,000	19,928	8637	O.P.P.	20,000				20,000	20,200
37,500	37,306		TOTAL PROVINCIAL GRANTS IN LIEU	37,500		0		37,500	37,700

12/29/16

\*Indicates increase over previous year



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **REVENUES**

FUNCTION/ACTIVITY: **PROVINCIAL GRANTS - OMPF**

ACCOUNT #: **864**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	*	2018 FORECAST	2019 FORECAST
109,900	109,900	8641	OMPF- Direct	93,500				79,500	67,500
109,900	109,900		TOTAL PROV GRANTS UNCONDITIONAL	93,500		0		79,500	67,500

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **REVENUES**

FUNCTION/ACTIVITY: **PROVINCIAL GRANTS - CRF / OMPF**

ACCOUNT#: **864**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:		DETAILS																					
	CODE	OBJECT																						
Grants from the Province to offset downloading including a grant which formerly came to Municipality and now goes directly to the County.	8641	OMPF	<p>The 2017 OMPF allocation has been announced by Province of Ontario as \$93,500 (2016 - 109,900). This grant is being reduced by 15% per year by the Province of Ontario.</p> <p>As recently as 2009, this grant was \$442,000. The current year grant will be 21.2% of that amount.</p>																					
<p><b>PERFORMANCE DATA:</b></p> <table> <tr><td>2017</td><td>93,500.00</td></tr> <tr><td>2016</td><td>109,900.00</td></tr> <tr><td>2015</td><td>129,200.00</td></tr> <tr><td>2014</td><td>161,500.00</td></tr> <tr><td>2013</td><td>189,900.00</td></tr> <tr><td>2012</td><td>210,900.00</td></tr> <tr><td>2011</td><td>318,300.00</td></tr> <tr><td>2010</td><td>353,600.00</td></tr> <tr><td>2009</td><td>442,000.00</td></tr> <tr><td>2008</td><td>442,000.00</td></tr> <tr><td>2007</td><td>442,000.00</td></tr> </table>	2017	93,500.00		2016	109,900.00	2015	129,200.00	2014	161,500.00	2013	189,900.00	2012	210,900.00	2011	318,300.00	2010	353,600.00	2009	442,000.00	2008	442,000.00	2007	442,000.00	
2017	93,500.00																							
2016	109,900.00																							
2015	129,200.00																							
2014	161,500.00																							
2013	189,900.00																							
2012	210,900.00																							
2011	318,300.00																							
2010	353,600.00																							
2009	442,000.00																							
2008	442,000.00																							
2007	442,000.00																							

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE:

**REVENUES**

FUNCTION/ACTIVITY: **OTHER REVENUE**

ACCOUNT #: **871**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	*	2018 FORECAST	2019 FORECAST
75,000	28,580	8711	Interest Income	35,000				35,000	35,000
30,000	0	8712	Surplus	25,000				20,000	20,000
105,000	28,580		TOTAL OTHER REVENUE	60,000		0		55,000	55,000

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**GENERAL GOVERNMENT SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>COUNCIL</b>	289,070	269,948	305,086	5.5	0	(100.0)	302,280	328,676
<b>CAO</b>	240,173	225,863	240,079	(0.0)	0	(100.0)	245,361	250,667
<b>COMMUNICATIONS</b>	178,795	171,630	163,043	(8.8)	0	(100.0)	185,044	193,928
<b>CLERKS</b>								
Administration	455,845	433,184	462,354	1.4	0	(100.0)	475,412	491,185
General Revenue	-20,000	-19,053	-20,000	0.0	0	(100.0)	-20,200	-20,500
Lottery Revenue	-107,000	-109,571	-109,000	1.9	0	(100.0)	-109,500	-110,000
Dog Tag Revenue	-12,000	-9,275	-10,000	(16.7)	0	(100.0)	-10,000	-10,000
General Revenue	-32,400	-28,003	-28,400	(12.3)	0	(100.0)	-28,400	-28,400
NET CLERK	284,445	267,282	294,954	3.7	0	(100.0)	307,312	322,285
<b>FINANCE</b>	642,482	596,922	623,015	(3.0)	0	(100.0)	637,358	651,567
Revenue	-16,000	-16,565	-16,380	2.4	0	(100.0)	-18,800	-19,000
<b>NET FINANCE</b>	626,482	580,357	606,635	(3.2)	0	(100.0)	618,558	632,567
<b>INFORMATION TECH</b>	231,420	240,447	228,050	(1.5)	0	(100.0)	230,606	264,753
<b>VICTORIA HALL</b>	638,498	610,600	642,854	0.7	0	(100.0)	657,320	667,836
<b>FINANCIAL</b>	249,000	656,529	269,550	8.3	0	(100.0)	260,000	261,500
<b>PERSONNEL</b>	310,477	250,991	311,497	0.3	0	(100.0)	335,972	339,721
<b>HEALTH &amp; SAFETY</b>	13,200	5,268	22,100	67.4	0	(100.0)	13,100	13,100
TOTAL EXPENSES	3,248,960	3,461,382	3,267,628	0.6	0	(100.0)	3,342,453	3,462,933
TOTAL REVENUE	-187,400	-182,467	-183,780	(1.9)	0	(100.0)	-186,900	-187,900
NET TO TOWN	3,061,560	3,278,915	3,083,848	0.7	0	(100.0)	3,155,553	3,275,033
DEBT CHARGES	0	0	0	-	0	-	0	0

\*\*Detail in Long Term Debt Charges Section

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **COUNCIL**

ACCOUNT #: **1000.100**

2016	2016		2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
167,744	155,866	100010	Payroll Salaries & Wages	175,667	*	178,302	180,977
0	1,405	100011	Payroll Overtime	0		0	
47,807	46,795	100030	Payroll Fringe Benefits	47,065		51,382	58,817
215,551	204,066		SUB TOTAL SALARIES, WAGES & BENEFITS	222,732	*	0	229,684
500	339	1000150	Office Supplies	500		500	500
4,000	3,599	1000180	Telephone & Answer Svc	4,200	*	4,200	4,300
5,900	1,518	1000210	Advertising & Promotions	3,345		5,900	6,000
800	1,000	1000220	Printing	800		800	800
100	4	1000240	Postage & Couriers	100		100	100
12,800	10,909	1000250	Memberships & Subscrip'ns	11,000		11,000	11,000
3,500	3,027	1000270	Travel Expense	3,500		3,500	3,500
8,200	4,034	1000330	Receptions	12,000	*	12,000	12,000
6,200	17,002	1000340	Presentations	4,200		4,200	4,200
10,000	3,127	1000350	Election	10,000		10,000	10,000
3,000	5,275	1000370	Meals & Refreshments	3,300	*	3,300	3,500
16,200	5,347	1000380	Conference & Conventions	16,200		18,000	18,000
6,700	7,185	1000399	Public Relations	6,700		6,700	6,700
0	0	1000851	Special Projects - Strategic Planning	6,000		0	6,000
0	0	1000852	Special Projects - Comm Plan	0		0	0
0	0	1000853	Special Projects - Tom MacMillan Committee	0		0	0
0	355 NEW		Special Project - Mayor's 150th Project	4,000		0	0
3,000	3,161 NEW		Special Project - Council Chamber Gallery Chairs	4,000		0	0
0	0 NEW		Special Project - Human Resources	0		0	10,000
0	0	1000912	Transfer from/to Election Reserve	0		0	0
-7,381	0	1000955	Building Dept. - Indirect Costs	-7,491		-7,604	-7,718
73,519	65,882		SUB TOTAL MATERIALS	82,354	*	0	72,596
289,070	269,948		TOTAL COUNCIL	305,086	*	0	302,280

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **COUNCIL**

ACCOUNT#: **1000.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To provide expenses and remuneration for the Mayor's Office and Members of Council, including expenditures required for Council activities.	2017	1000210	Advertising & Promotions	Crime Stoppers - \$170, MADD - \$315 Make a Wish - \$125, Shelter Valley Folk Festival - \$100 Town Crier Cleaning \$100 Misc. Advertising - \$500, Legion Vet. Publication - \$275 Poet Laureate Annual - \$500, Town Crier Ann. - \$500 Civic Awards Radio - \$570, GRCA Dinner - \$290
	<b>PERFORMANCE DATA:</b>			
	2017	1000250	Memberships & Subscriptions	AMO - \$9,571, ROMA/OGRA - \$1,300 Northumberland Today - \$400
	2017	1000330	Receptions	Mayor's Levee - \$1,000, 25 yr Reception - \$1,800 Staff Christmas Reception - \$3,100, Misc., \$1,000 Business Achievement Awards - \$1,265
	2017	1000340	Presentations	Framing - \$500, Merchandise - \$700 Long Service Recognition Gifts - \$3000 J D Burnett - \$500, Bereavement Flowers - \$500 Christmas Cards - \$300, Misc \$500
	2017	1000380	Conferences & Conventions	Mayor - \$4,200 Deputy Mayor & Councillors - \$2,000 / each
	2017	100399	Public Relations / Mayor Discretion	Rotary Ribfest - \$500, Legion Wreath - \$60 NHH Coffee - \$100, NHH Gala - \$2,500 United Way - \$1,500, Cougar Crests - \$200, United Way - \$100, Misc. \$1,740
	2017	NEW	Special Project - Mayor's 150th Project	
	2017	NEW	Special Project - Chairs	Current chairs are antique and unstable due to their age and it is recommended that new linked chairs be purchased to increase seating capacity.

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **ADMINISTRATION - CAO**

ACCOUNT #: **1100.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
180,896	174,979	110010	Payroll Salaries & Wages	187,226	*		190,034	192,885
0	1,404	110011	Payroll Overtime	0			0	
51,000	44,065	110030	Payroll Fringe Benefits	45,000			47,000	49,000
231,896	220,448		SUB TOTAL SALARIES, WAGES & BENEFITS	232,226		0	237,034	241,885
750	444	1100150	Office Supplies	750			750	1,000
900	328	1100180	Telephone & Answering Svc	900			900	1,000
100	62	1100220	Printing	100			100	200
1,970	341	1100250	Memberships & Suscrip'ns	1,970			1,970	2,000
2,000	0	1100260	Training & Courses	2,000			2,000	2,000
2,000	1,691	1100270	Travel Expense	1,700			2,000	2,000
700	443	1100370	Meals & Refreshments	550			750	750
1,500	2,106	1100380	Conferences & Conventions	1,550	*		1,550	1,550
-1,643	0	1100955	Building Dept. - Indirect Costs	-1,667			-1,693	-1,718
8,277	5,415		SUB TOTAL MATERIALS	7,853		0	8,327	8,782
240,173	225,863		TOTAL ADMINISTRATION	240,079		0	245,361	250,667

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **CAO**

ACCOUNT #: **1100.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Directs the provision of Municipal services through Division Directors. Ensures implementation of Council decisions; general management of Municipal Administration and provides personnel service.	2017	1100250	Memberships & Subscriptions	Municipal Engineers Assoc. - \$120 OMAA Membership - \$400 Professional Engineers Dues - \$250 Ontario Good Roads - \$1,200
	<b>PERFORMANCE DATA:</b>			
	2017	1100260	Training & Courses	Spring OMAA Registration/Accommodations - \$950 Fall OMAA Registration / Accommodations - \$950 Miscellaneous Day Courses - \$200
	2017	1100270	Travel Expenses	Annual Car Allowance - \$1,000 Spring OMAA - \$192 Fall OMAA - \$269 Miscellaneous Travel - \$250
	2017	1100370	Meals & Refreshments	Spring OMAA - \$100 Fall OMAA - \$100 Miscellaneous Travel - \$200
	2017	1100380	Conferences & Conventions	AMO - \$1,210 Miscellaneous - \$250



**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **ADMINISTRATION - COMMUNICATIONS DEPT**

ACCOUNT #:

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
74,578	50,122	130010	Payroll Salaries & Wages	75,780			79,898	84,126
2,827	7,407	130011	Payroll - Overtime	2,829			2,871	2,914
21,060	16,820	130030	Payroll Fringe Benefits	22,404	*		25,245	28,288
98,465	74,349		SUB TOTAL SALARIES, WAGES & BENEFITS	101,013	*	0	108,014	115,328
0	9	1300170	Office Equipment	0			0	0
0	NEW		Software Maintenance	16,200			16,200	16,200
1,200	1,255	1300180	Telephone & Answering Svc	1,200			1,200	1,200
27,500	27,425	1300210	Advertising & Promotions	27,500			27,500	29,000
0	0	1300220	Printing	0	*		0	0
380	380	1300250	Memberships & Suscrip'ns	380			380	400
400	830	1300260	Training & Courses	400			400	400
150	0	1300270	Travel Expense	150			150	200
1,200	745	1300280	Conferences & Conventions	1,200			1,200	1,200
30,830	30,644		SUB TOTAL MATERIALS	47,030	*	0	47,030	48,600
49,500	66,637	1300850	Special Project - Web Rebuild	0			0	
0	0 NEW		Special Project - Web Update	15,000			30,000	30,000
49,500	66,637		SUB TOTAL OTHER CHARGES & TRANSFERS	15,000		0	30,000	30,000
178,795	171,630		TOTAL ADMINISTRATION	163,043		0	185,044	193,928

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **COMMUNICATIONS**

ACCOUNT #:

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To ensure that communications across the Town of Cobourg are well co-ordinated, effectively managed and responsive to the diverse information needs of the public.	2017 / 18 / 19	NEW	Software Maintenance	Annual Webhosting Esolutions - \$4,200 / yr Icompass Video Streaming - \$8,000 / yr Annual E-Commerce Gateway - \$3,500 / yr Annual Ebook Module Service Fee - \$500
	<b>PERFORMANCE DATA:</b>			
	2017	1300210	Advertising & Promotions	Includes all block ad advertising and department promotion. Also includes transit advertisements and various marketing promotional material.
	2017	1300250	Memberships & Subscriptions	IABC Membership - \$340 US
	2017	1300260	Training & Courses	Social Media Workshop
	2017	1300270	Travel Expense	Travel to Conference and Workshop
	2017	1300380	Conferences	Municipal Communications Conference 2017 Registration, travel, meals & accommodation
	2017 / 2018	NEW	Special Project - Digital Signage	Update of web site.

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **CLERKS DEPARTMENT**

ACCOUNT #: **1150.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-6,500	-5,270	8701	General License	-6,000	*		-6,200	-6,500
-13,500	-13,783	8702	Marriage License	-14,000			-14,000	-14,000
-107,000	-109,571	8703	Lottery License	-109,000	*		-109,500	-110,000
-12,000	-9,275	87017	Dog Tags & Fines	-10,000	*		-10,000	-10,000
-8,000	-7,400	87013	General Income	-8,000	*		-8,000	-8,000
-200	-5	87014	Printing Chargebacks	-200	*		-200	-200
-6,000	-5,588	8704	Taxi License	-6,000	*		-6,000	-6,000
-1,200	-1,830	87035	Burial Permits	-1,200			-1,200	-1,200
-17,000	-13,180	87060	Wedding Solemnization Services	-13,000	*		-13,000	-13,000
-171,400	-165,902		TOTAL CLERKS DEPARTMENT REVENUE	-167,400		0	-168,100	-168,900

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **CLERKS DEPARTMENT**

ACCOUNT #: **1150.100**

<b>STATEMENT OF PURPOSE:</b>				<b>HIGHLIGHTS/EXPLANATIONS:</b>			
Performance of statutory duties of Municipal Clerk as defined by Municipal Act and other Provincial Legislation and as directed by Council.				YEAR	CODE	OBJECT	DETAILS
2017	8702	Marriage Licences	Marriage Licence processed on behalf of Province of Ontario				
<b>PERFORMANCE DATA:</b>				2017	8703	Lottery Licensing	Includes: Bingos, Raffles, Nevada Licences
Function	2014	2015	2016	2017	8704	Taxi Licensing	Annual Taxi Licence (Owner/Operator) Renewals Annual Taxi Driver Licence Renewals to be changed to November renewals from March renewals in 2017.
Lotteries	105,446	109,367	101,221				
Business Licenses	7,970	5,795	5,115				
Marriage Licenses	12,474	13,552	13,552				
Civil Ceremonies (new	7,200	17,450	11,980				
Taxi Licences	4,840	5,155	5,275				
Dog Tag Sales	14520	11,035	9,820	2017	87017	Dog Tag Sales	2016 and 2017 Dog Tag Sales (initating sales November 1, 2016)
				2017	87013	General Income	General Income, Commission of Oaths
				2017	87035	Burial Permits	Vital Statistics - Processing and Registration of Certificates (Death)
				2017	87060	Wedding Solemnization Services	Marriage Ceremonies performed by Town of Cobourg Marriage Officiants (3) Municipal Appointed Staff Members (L. Brace, B Larmer and J Behan-Jones)

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **CLERKS DEPARTMENT**

ACCOUNT #: **1150.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
255,078	242,896	115010	Payroll Salaries & Wages	265,044			271,115	277,367
0	1,880	115011	Payroll - Overtime	0			0	
37,300	37,743	115020	Payroll Part-time Salaries & Wages	37,946			38,515	39,093
89,264	85,263	115030	Payroll Fringe Benefits	89,101			97,260	105,745
381,642	367,782		SUB TOTAL SALARIES, WAGES & BENEFITS	392,091	*	0	406,890	422,205
3,000	1,792	1150150	Office Supplies	2,500			2,500	2,500
3,000	310	1150160	Office Equipment Purchase	2,000			2,000	2,000
800	686	1150170	Office Equip Maintenance	800			800	800
3,700	3,989	1150171	Software Maintenance	5,000			5,000	5,000
20,000	21,839	1150180	Telephone & Answering Svc	22,000	*		22,000	22,000
1,000	0	1150210	Advertising & Promotions	500			500	500
1,000	1,926	1150220	Printing	1,500	*		1,500	1,500
18,000	9,871	1150230	Photocopier Expense	12,000			10,000	10,000
8,000	9,779	1150240	Postage & Couriers	9,000	*		9,000	9,500
1,400	688	1150250	Memberships & Subscrip'n's	1,000			1,000	1,000
2,500	1,166	1150260	Training & Courses	2,000			2,000	2,000
1,500	596	1150270	Travel Expenses	1,000			1,000	1,000
500	357	1150370	Meals & Refreshments	500			500	500
2,500	1,366	1150380	Conferences & Conventions	2,000			2,000	2,000
-2,697	0	1150955	Building Dept. - Indirect Costs	-2,737			-2,778	-2,820
64,203	54,365		SUB TOTAL MATERIALS	59,063		0	57,022	57,480
4,000	11,037	1150750	Contracts - Archives County	5,200	*		5,500	5,500
6,000	0	1150750	Contracts - Archive Rent CPL	6,000			6,000	6,000
10,000	11,037		SUB TOTAL CONTRACTED SERVICES	11,200	*	0	11,500	11,500
455,845	433,184		TOTAL CLERKS DEPARTMENT	462,354		0	475,412	491,185

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **CLERKS DEPARTMENT**

ACCOUNT #: **1150.100**

STATEMENT OF PURPOSE: Performance of statutory duties of Municipal Clerk as defined by Municipal Act and other Provincial Legislation and as directed by Council.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
PERFORMANCE DATA:	2017	115010	Payroll Salaries & Wages	Full year new FT Bylaw / Policy Coordinator
	2017	1150150	Office Supplies	Purchase of office supplies for Clerks, Maylor, CAO, Bylaw, Communications and HR. Provincial rate - Coop Purchasing with County
	2017	1150160	Office Equipment Purchase	Office furnishings, typewriter (Marriage Licences), camera for by-law enforcement and bookings
	2017	1150170	Office Equipment Maintenance	Small office equipment repairs, shredding (Prov rate), licence agreements, contracts, Civic Web, TOMRMS
	2017	1150171	Software Maintenance	Civic Web Annual Fee - Eagendas
	2017	1150180	Telephone & Answering Services	Telephones, Service Provider, Blackberry Cell
	2017	1150210	Advertising	Municipal Information, Council Meetings, Notices
	2017	1150220	Printing	Stationery, letterhead, business cards, labels, brochures, booklets, signs
	2017	1150250	Photocopier Expenses	Photocopier rental service agreement, maintenance, toner and photocopy paper
	2017	1150250	Memberships & Subscriptions	AMCTO Annual Membership (1) - \$400 MSOnline - \$140 Flip Book Software - Shared WHMIS - Shared Municipal Web Subscription - shared
	2017	1150260	Training & Courses	AMCTO - Provincial Offences, Lotteries, Elections, Legislation, Freedom of Information, Records Management, Civic Web/Icomposs/Records Management, Municipal Administration Program
	2017	1150380	Conferences & Conventions	Annual AMCTO Conference June 2017 (Blue Mountain)

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **CLERKS DEPARTMENT**

ACCOUNT #: **1150.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Performance of statutory duties of Municipal Clerk as defined by Municipal Act and other Provincial Legislation and as directed by Council.	2017	1150750	Archives	Fee to the County - \$5,036.76 + copying and additional storage Rent to Cobourg Public Library - \$6,000 (moved from Org Grants)
PERFORMANCE DATA:				Org Grants)

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **FINANCE**

ACCOUNT #: **1200.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-16,000	-16,565	87038	Tax Certificates	-16,380			-18,800	-19,000
-16,000	-16,565		TOTAL FINANCE DEPARTMENT REVENUE	-16,380		0	-18,800	-19,000

12/29/16

\*Indicates increase over previous year



**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **FINANCE**

ACCOUNT #: **1200.100**

2016	2016		2017	2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
445,300	411,261	120010	Payroll Salaries & Wages	443,183		450,758	458,660
5,182	7,643	120011	Payroll - Overtime	5,182		5,260	5,339
500	309	120020	Other Salaries & Wages	500		500	500
134,172	120,631	120030	Payroll Fringe Benefits	130,000		135,000	140,000
585,154	539,844		SUB TOTAL SALARIES, WAGES & BENEFITS	578,865	0	591,518	604,499
2,500	1,702	1200150	Office Supplies	2,000		2,200	2,400
500	438	1200160	Office Equip Purchase	500		500	500
4,000	4,245	1200170	Office Equip Maintenance	4,500	*	4,500	4,500
37,000	29,057	1200171	Software Maintenance	34,000		35,000	36,000
2,450	706	1200180	Telephone & Answer Serv	1,250		1,300	1,350
250	0	1200210	Advertising & Promotion	250		250	250
7,000	6,368	1200220	Printing	7,000		7,000	7,000
7,000	5,672	1200230	Photocopier Expense	6,500		7,000	7,000
22,000	16,223	1200240	Postage & Couriers	19,000		19,000	19,000
3,900	4,100	1200250	Memberships & Subscrip'ns	3,540		3,600	3,700
3,500	1,056	1200260	Training & Courses	3,000		3,000	3,000
1,500	882	1200270	Travel Expense	1,500		1,500	1,500
200	0	1200370	Meals & Refreshments	200		200	200
1,500	1,629	1200380	Conferences & Conventions	2,000	*	2,000	2,000
-7,872	0	1200955	Building Dept. - Indirect Costs	-7,990		-8,110	-8,232
-28,600	-15,000	1200991	Recoveries	-33,600		-33,600	-33,600
56,828	57,078		SUB TOTAL MATERIALS	43,650	0	45,340	46,568
500	0	1200300	Legal Fees	500		500	500
500	0		SUB TOTAL CONTRACTED SERVICES	500	0	500	500
642,482	596,922		TOTAL FINANCE DEPARTMENT	623,015	0	637,358	651,567

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**FINANCE RECOVERIES**

<b>RECOVERIES</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<i>Transit</i>	3,600	3,600	3,600
<i>Parking</i>	10,000	10,000	10,000
<i>Northam Industrial Park</i>	20,000	20,000	20,000
<i>Total Recoveries</i>	33,600	33,600	33,600

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **FINANCE**

ACCOUNT #: **1200.100**

<b>STATEMENT OF PURPOSE:</b>				<b>HIGHLIGHTS/EXPLANATIONS:</b>																																			
To ensure timely collection of revenues, to pay suppliers accounts, salaries and wages, prepare financial statements, subsidy applications, invest surplus funds and maintain adequate tax flow to meet commitments. Co-ordinate debentures sales, energy management matters, computerized information systems.				YEAR	CODE	OBJECT	DETAILS																																
				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Perf Data</th> <th style="text-align: center;">2014</th> <th style="text-align: center;">2015</th> <th style="text-align: center;">2016 - Dec5</th> </tr> </thead> <tbody> <tr> <td>Tax Bills Issued</td> <td style="text-align: center;">15939</td> <td style="text-align: center;">16051</td> <td style="text-align: center;">16362</td> </tr> <tr> <td>Tax Cert. Issued</td> <td style="text-align: center;">404</td> <td style="text-align: center;">447</td> <td style="text-align: center;">447</td> </tr> <tr> <td>Tax Appeal Proc</td> <td style="text-align: center;">70</td> <td style="text-align: center;">68</td> <td style="text-align: center;">72</td> </tr> <tr> <td>A/C Payable - Cheques</td> <td style="text-align: center;">5784</td> <td style="text-align: center;">3441</td> <td style="text-align: center;">2604</td> </tr> <tr> <td>A/C Payable - EFT</td> <td style="text-align: center;">0</td> <td style="text-align: center;">1835</td> <td style="text-align: center;">2670</td> </tr> <tr> <td>Misc. Rev Inv.</td> <td style="text-align: center;">1433</td> <td style="text-align: center;">1368</td> <td style="text-align: center;">1423</td> </tr> <tr> <td>Parking Paymt Proc</td> <td style="text-align: center;">4886</td> <td style="text-align: center;">4797</td> <td style="text-align: center;">4813</td> </tr> </tbody> </table>				Perf Data	2014	2015	2016 - Dec5	Tax Bills Issued	15939	16051	16362	Tax Cert. Issued	404	447	447	Tax Appeal Proc	70	68	72	A/C Payable - Cheques	5784	3441	2604	A/C Payable - EFT	0	1835	2670	Misc. Rev Inv.	1433	1368	1423	Parking Paymt Proc	4886	4797	4813
Perf Data	2014	2015	2016 - Dec5																																				
Tax Bills Issued	15939	16051	16362																																				
Tax Cert. Issued	404	447	447																																				
Tax Appeal Proc	70	68	72																																				
A/C Payable - Cheques	5784	3441	2604																																				
A/C Payable - EFT	0	1835	2670																																				
Misc. Rev Inv.	1433	1368	1423																																				
Parking Paymt Proc	4886	4797	4813																																				
	2017	1200170	Office Equipment Maintenance	Includes leasing of folding machine, yearly shredding																																			
	2017	1200171	Software Maintenance	Annual software maintenance contracts: Vailtech - \$12,000 includes Oracle Annual Renewal Great Plains - \$22,000																																			
	2017	1200180	Telephone	Includes 2 cell phones																																			
	2017	1200220	Printing	Envelopes, tax bills, letterhead, paper and toner kits																																			
	2017	1200230	Photocopier	Lease plus maintenance cost																																			
	2017	1200240	Postage	Postage is based on usage, this includes postage for tax bills, accounts receivable invoices, reminders notices, accounts payable cheques.																																			
	2017	1200250	Memberships & Subscriptions	Municipal Finance Officers - \$320 Ont. Municipal Revenue & Tax Collector - \$210 CPA Dues (2) - \$2,250 CPA PSAB Handbook - \$150 AMTCO - \$385 Canadian Payroll - \$225																																			
	2017	1200260	Training & Courses	Canadian Payroll Association - year end CA required courses																																			
	2017	1200380	Conferences & Conventions	Great Plains Conference MFOA Conference																																			

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **INFORMATION TECHNOLOGIES**

ACCOUNT #: **1210.100**

2016	2016		2017	2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
77,084	72,036	121010	Payroll Salaries & Wages	78,275		82,621	83,860
2,941	9,181	121011	Payroll - Overtime	3,125		3,175	3,225
22,807	21,537	121030	Payroll Fringe Benefits	23,000		25,000	27,000
102,832	102,754		SUB TOTAL SALARIES, WAGES & BENEFITS	104,400	0	110,796	114,085
2,500	1,678	1210150	Office Supplies	2,000		2,000	2,000
13,500	14,208	1210170	Software Maintenance	7,500		7,500	7,500
59,500	56,387	1210175	Web / Internet Costs	77,700		79,000	80,000
2,500	25,360	1210180	Telephone and Answ Svc	2,500		2,500	2,500
200	52	1210220	Printing	200		200	200
300	0	1210250	Memberships & Subscrip'ns	300		300	300
4,000	3,910	1210260	Training & Courses	4,000		4,000	4,000
1,300	505	1210270	Travel Expense	1,300		1,300	1,300
0	0	1210850	Special Project - IT Strategy	25,000		25,000	0
0	0 NEW		Special Project - Fibre Switch	3,000		0	0
0	0 NEW		Special Project - Window Update Server	2,000		0	0
-9,212	0	1210955	Building Dept. - Indirect Costs	-9,350		-9,490	-9,632
74,588	102,100		SUB TOTAL MATERIALS	116,150	*	0	112,310
24,000	35,593	1210750	Support Contract	32,500	*		32,500
24,000	35,593		SUB TOTAL CONTRACTED SERVICES	32,500	*	0	32,500
30,000	0	1210912	Transfer to Computer Reserve	-25,000		-25,000	30,000
30,000	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-25,000		0	-25,000
231,420	240,447		TOTAL INFORMATION TECHNOLOGIES	228,050		0	230,606

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **INFORMATION TECH.**

ACCOUNT #: **1210.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Computer systems support.	2017	1210170	Software Maintenance	Annual Costs - Anti virus subscriptions - \$3,000 - Regular software maintenance costs - \$1,500 - Super AntiSpyware subscriptions - \$3,000
<b>PERFORMANCE DATA:</b>				
Systems Supported:	2017	1210175	Web / Internet Costs	Exchange Server - \$16,800 Baracuda Spam - \$3,500 Eagle DSL Connection - \$28,000 Fortinet Analyzer - \$7,700 Firewall Annual Renewal - \$3,500 Cloud Backup/Recovery - \$6,200 Simnet.Ca Staff Support - \$12,000 This includes annual high speed connections at Victoria Hall, Dressler House, Fire Department, WPCP 1, WPCP 2, Arena, Parks, Marina, Town Yards, Tourist Park and Greenhouse. This also includes hosting of Cobourg.ca and various web servers and other hardware at Eagle.ca including the GIS System.
10 Complete Network Systems (VPN's)				
10 Routers/Gateway Systems				
4 E-mail Gateway/Virus Scanning System				
20 Servers (1 Unix, 6 NT 4.0, 5 2000, 3 Novell)				
92 Desktop Computers				
51 Desktop and network printers				
6 Networked Copiers				
36 Laptop Computers				
GIS System - 3 Servers				
Financial Systems				
Roadpartner System - Salt Trucks				
Monitoring of 6 phone systems				
	2017	1200180	Telephone	Cell phone costs for two staff
	2017	1200250	Memberships & Subscriptions	MISA, other associations
	2017	1210260	Training & Courses	Various training for staff
	2017	1210270	Travel Allowance	Travel allowance for two staff
	2017	1210750	Support Contract	Technical Support - Contract \$1,500/month for Backup / Holiday relief Simnet.ca - Special Projects Wiring / Networking

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **ADMIN. BUILDING VICTORIA HALL**

ACCOUNT #: **1400.100**

2016	2016		2017	2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
203,253	184,008	140010	Payroll Salaries & Wages	210,107	*	213,259	216,458
10,146	12,918	140011	Payroll - Overtime	12,000		12,180	12,362
15,439	13,287	140012	Payroll - Standby	15,832		16,069	16,310
0	0 NEW		Payroll - Part Time Wages	6,500		6,598	6,696
27,000	30,858	140020	Other Salaries & Wages	29,000	*	29,000	29,000
71,791	65,040	140030	Payroll Fringe Benefits	69,500		72,000	75,000
0	0 NEW		Payroll Part-time Fringe Benefits	1,040		1,188	1,339
1,600	0	140050	Clothing	1,600		1,600	1,600
600	657	140060	Footwear	600		600	600
329,829	306,768		SUB TOTAL SALARIES, WAGES & BENEFITS	346,179	*	0	352,494
300	382	1400150	Office Supplies	400		400	400
1,900	1,035	1400180	Cell Phone Expenses	1,200		1,200	1,200
700	0	1400185	OPX / Alarm Line Charges	400		400	400
600	191	1400190	Communication Equipment	500		500	500
1,000	0	1400260	Training & Courses	1,500	*	1,000	1,000
30,000	13,492	1400450	Heat	15,000		16,000	17,000
150,000	140,417	1400460	Utilities	155,000	*	162,000	165,000
49,250	51,646	1400470	Building Maintenance	55,000	*	55,000	55,000
8,000	8,760	1400500	Custodial/Cleaning Supplies	9,000	*	9,000	9,000
1,500	922	1400570	Property Maintenance & Improvements	1,500		1,500	1,500
1,000	1,980	1400600	Vehicle Maint & Repair	1,000		1,000	1,000
1,500	852	1400650	Gasoline	1,500		1,500	1,500
1,000	1,585	1400680	Other Equip Maint/Repair	1,000		1,000	1,000
2,473	0	1400930	Transfer to Vehicle Reserve	2,473		2,473	2,473
-22,954	0	1400955	Building Dept. - Indirect Costs	-23,298		-23,647	-24,002
-1,000	-360	1400992	Recoveries - Dressler House	-1,000	*	-1,000	-1,000
-12,500	-9,488	1400993	Recoveries - Commissionaires Wages	-12,500	*	-12,500	-12,500
-5,000	-9,144	1400994	Recoveries - Library Maintenance	-5,000	*	-5,000	-5,000
207,769	202,270		SUB TOTAL MATERIALS	203,675		0	210,826

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **ADMIN. BUILDING VICTORIA HALL**

ACCOUNT #: **1400.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
18,000	14,455	1400320	Liability Insurance	19,500	*		19,500	19,500
4,000	3,811	1400480	Garbage Removal	4,000			4,000	4,000
67,600	66,399	1400550	System Contracts/Repairs	61,000			62,000	62,000
7,500	13,992	1400850	Library Maintenance	5,000			5,000	5,000
1,800	1,578	1400851	Dressler House Maintenance	2,000	*		2,000	2,000
2,000	1,327	1400852	Special Projects - Christmas Magic	1,500			1,500	1,500
100,900	101,562		SUB TOTAL CONTRACTED SERVICES	93,000		0	94,000	94,000
638,498	610,600		TOTAL ADMIN. BUILDING VICTORIA HALL	642,854		0	657,320	667,836

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **VICTORIA HALL BUILDING**

ACCOUNT #: **1400.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
<p>To undertake maintenance of Victoria Hall interior, exterior and co-ordinate long term maintenance and repair. Oversee cleaning contracts(new), oversee all maintenance contracts and the everyday operation of Victoria Hall safety regulations and fire code checks. Also includes C. Gordon King Centre, Dressler House, Second Street Fire Hall, Henley Arcade, and Market Building.</p> <p><b>PERFORMANCE DATA:</b></p>	2017	140020	Other Salaries & Wages	Building security contractor
	2017	1400180	Telephone Expenses	Cell phones for staff on call for emergencies
	2017	1400190	Communications Equipment	Hand radios, base station, licence
	2017	1400260	Training & Courses	Retraining certifications as required by the Ministry of Labour
	2017	1400470	Building Maintenance	Regular Maintenance - \$37,500 Additional to regular maintenance: Maintenance plan for reheat valves cleaning and repacking of valves, 5 per year - \$9,000 Remove Asbestos lower mechanical room and re-insulate piping - \$8,500
	2017	1400480	Garbage Removal	2 yr contract garbage bins, recycling bin 1 year contract
	2017	1400550	System Contracts	Air Handling and Heating System - \$20,000 Chiller Service Agreement - \$6,000 Elevator - \$15,000 Boiler - \$2,000 TSSA Inspections - \$1,000 Fire Protection System - \$2,500 Sprinkler Systems - \$1,000 Generator Annual Inspection - \$1,000 Fire Extinguishers Inspection - \$1,000 Alarm Monitoring - \$1,500 Contingency - \$10,000
	2017	1400650	Gasoline	Fuel for truck, lawn and snow equipment and generator
2017	1400850/994	Library Maintenance	Services provided and billed back to library by Victoria Hall staff	



**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **FINANCIAL**

ACCOUNT #: **1500.100**

2016	2016		2017		2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
25,000	17,353	1500300	Legal Fees	25,000			25,000	25,000
1,000	219	1500305	Collection Fee	1,000			1,000	1,000
37,500	34,381	1500310	Audit Fees	44,050	*		34,500	35,000
54,000	518,366	1500320	Liability Insurance	52,500			52,500	53,000
30,000	30,310	1500852	Special Project - Development Charges Study	0			0	0
25,000	3,610	1500853	Special Project - Asset Management Plan	0			0	0
-25,000	0	1500913	Recoveries - Holdco Reserve	0			0	0
-30,000	0	1500913	Recoveries - Development Charges	0			0	0
117,500	604,239		SUB TOTAL CONTRACTED SERVICES	122,550	*	0	113,000	114,000
12,500	25,327	1500321	Insurance - Reserve for claims	25,000	*		25,000	25,000
14,000	9,397	1500912	POS, Modem and Other Bank Fees	12,000			12,000	12,500
20,000	11,059	1500913	Trans to Reserve - Contingency	20,000			20,000	20,000
85,000	0	1500916	Interest Expenses	90,000	*		90,000	90,000
0	6,507	1500924	Municipal Payment in Lieu Payments	0	*		0	0
131,500	52,290		SUB TOTAL FINANCIAL	147,000	*	0	147,000	147,500
847,900	0	1500925	Transfer to Reserve - Holdco	730,500			730,500	730,500
250,000	0	1500926	Transfer to Reserve - Northam	250,000			250,000	250,000
563,037	0	1500927	Transfer Federal Gas Tax Reserve	563,037			589,848	600,000
-250,000	0	8715	Northam Dividend - Regular	-250,000			-250,000	-250,000
0	0	8715	Northam Dividend - Tannery Tax Allowance	0			0	0
-340,400	0	8716	Holdco Dividend	-223,000			-223,000	-223,000
-507,500	0	8717	Holdco Interest	-507,500			-507,500	-507,500
-563,037	0	8718	Federal Gas Tax Rebate	-563,037			-589,848	-600,000
0	0		TOTAL OTHER CHARGES & TRANSFERS	0	*	0	0	0
249,000	656,529		TOTAL FINANCIAL	269,550	*	0	260,000	261,500

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **FINANCIAL**

ACCOUNT #: **1500.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To provide for various transfers and expenses. Investment income is received and then transferred to reserves.	2017	1500321	Insurance Deductible	Plan to establish new reserve if funds not required in 2015 and then able to reduce future amounts to reserve
	2017	1500912	POS, modem, and other bank fees	Cost of doing business as more municipal locations are offering debit and credit cards as methods of payment.
<b>PERFORMANCE DATA:</b>	2017	1500310	Audit Fees	KPMG quote of \$38,650 less \$5,000 allocated to Northam Industrial Park plus \$10,400 for Actuarial Study in 2017 which is required every three years.
	2017	1500926	Transfer to Northam Reserve	Northam reserve used to fund projects as approved each year in the capital budget or special projects in the operating budget.

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **PERSONNEL**

ACCOUNT #: **1900.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
131,453	132,756	190010	Payroll Salaries & Wages	138,353	*		141,602	143,727
3,058	3,592	190011	Payroll - Overtime	3,182			3,230	3,278
38,336	36,789	190030	Benefits	42,428	*		46,652	47,776
10,000	1,384	190035	Future Benefits/Neer Surcharge	10,000			10,000	10,000
3,200	1,502	190050	Clothing	3,200			3,200	3,200
186,047	176,023		TOTAL SALARIES, WAGES & BENEFITS	197,163	*	0	204,684	207,981
1,500	62	1900150	Office Supplies	1,500			1,500	1,500
700	363	1900180	Telephone Expense	700			700	700
3,500	1,633	1900210	Advertising	2,500			3,500	3,500
500	0	1900220	Printing	500			500	500
1,500	947	1900250	Memberships & Subscrip'ns	1,200			1,200	1,200
1,500	421	1900260	Training & Courses	2,000	*		2,000	2,000
550	149	1900270	Travel Expense	550			550	550
1,500	0	1900330	Receptions - Retirements	1,500			1,500	1,500
2,500	0	1900380	Conferences & Conventions	2,500			2,500	2,500
20,500	38,714	1900391	Negotiation Expense	5,000			500	500
-3,070	0	1900955	Building Dept. - Indirect Costs	-3,116			-3,162	-3,210
31,180	42,289		TOTAL MATERIALS	14,834		0	11,288	11,240
11,000	4,248	1900300	Legal Fees	3,000			3,000	3,000
1,500	0	1900360	Consultant Fees	1,500			1,500	1,500
20,750	21,678	1900361	Employee Assistant Program	25,000			25,500	26,000
70,000	0	1900362	Retiree Benefits	70,000			70,000	70,000
0	6,753	1900399	Management Team Training	10,000			10,000	10,000
0	0 NEW		Sp Proj - Non-Union Job Evaluation/Pay Equity Plan				20,000	20,000
103,250	32,679		TOTAL CONTRACTED SERVICES	109,500	*	0	130,000	130,500
-10,000	0	1900913	Transfer from WSIB Reserve	-10,000			-10,000	-10,000
-10,000	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-10,000	*	0	-10,000	-10,000
310,477	250,991		TOTAL PERSONNEL	311,497		0	335,972	339,721

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **PERSONNEL**

ACCOUNT #: **1900.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Administration of personnel policies; conduct negotiations and administer collective agreements with two bargaining units and two non-union groups. Provide advice on personnel and organizational matters.	2017	190035	WSIB Neer - Surcharge	Annual WSIB Neer Rating/Surcharge. Surcharge or refund is determined by WSIB based on claims experience in comparison to premiums paid an the experience of other employers in our rate group. Also includes future benefits liabilities for Health, Dentals and WSIB. Request the 2016 and 2017 year end balances are placed in a reserve account.
	<b>PERFORMANCE DATA:</b>			
	2017	190050	Clothing	40 Employees eligible for clothing purchase - \$100 each
	2017	1900250	Memberships & Subscriptions	HRPA Membership for HR Officer and Assistant OMHRA Membership required with HRPA to continue to work towards CHRP designations. Valuable resources / training available Various other workshops
	2017	1900260	Training & Courses	\$1,000 each for training / courses provided throughout the year, 2018 Enrolment in Loyalist Leading in Municipal Environment.
	2017	1900300	Legal Fees	Amount for possible grievances
	2017	1900380	Conferences & Conventions	OMHRA Spring or Fall Conference - 3 days
	2017	1900361	Employee Assistant Program	Rate adjustment and additional for Critical Incident Service (\$23,418)
	2017	1900362	Retiree Benefits	CUPE Retiree - \$525/month Non-Union Retiree - \$480/month Fire - \$75/month Calculation based on current retirees and 2 anticipated retirements in 2017.

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **PERSONNEL**

ACCOUNT #: **1900.100**

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>			
	<b>YEAR</b>	<b>CODE</b>	<b>OBJECT</b>	<b>DETAILS</b>
Administration of personnel policies; conduct negotiations and administer collective agreements with two bargaining units and two non-union groups. Provide advice on personnel and organizational matters.	2017	1900391	Negotiation Expense	Bargaining for CUPE Local 25, Full Time and Volunteer Fire Association
	2017	1900399	Management Team Training	Training to support and reflect performance review results.
	2018 / 2019	NEW	Special Project - Non-Union Job Evaluation and Pay Equity	Job Evaluation and Pay Equity Plan Non-Union requires updating
<b>PERFORMANCE DATA:</b>				

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

COMMITTEE:

**GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **HEALTH AND SAFETY**

ACCOUNT #: **1950.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
4,500	0	195010	Payroll Salaries & Wages	4,500			4,500	4,500
750	0	195034	Flu Clinic	750			750	750
5,250	0		SUB TOTAL SALARIES, WAGES & BENEFITS	5,250		0	5,250	5,250
600	0	1950150	Office Supplies	200			200	200
3,000	2,858	1950251	Memberships & Subscriptions	3,000			3,000	3,000
2,200	1,903	1950260	Training & Courses	2,500	*		2,500	2,500
1,500	119	1950262	Wellness Committee / Initiatives	500			1,500	1,500
450	388	1950370	Meals & Refreshments	450			450	450
200	0	1950850	Special Project - Fire Extinguishers	200			200	200
0	0 NEW		Special Project - Asbestos Reassessment	10,000			0	0
7,950	5,268		SUB TOTAL MATERIALS	16,850	*	0	7,850	7,850
13,200	5,268		TOTAL HEALTH & SAFETY	22,100	*	0	13,100	13,100

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **GENERAL GOVERNMENT**

FUNCTION/ACTIVITY: **HEALTH AND SAFETY**

ACCOUNT #: **1950.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
<p>Ensure compliance with Provincial Legislation and Municipal Policies regarding Health and Safety. Promotion of safe and healthy work practices in all departments.</p>	2017	1950250	Memberships & Subscriptions	HR Downloads Training - Partnership with Port Hope and Cramahe Township. All staff complete health and safety training. Access to policy/procedure templates/risk assessment tools etc. - Approx \$3,200 fee to be negotiated in May
	<b>PERFORMANCE DATA:</b>			
	2017	19520260	Training & Courses	Certification for one committee member - Part 1 and 2 - registration, mileage, and per diem Summer student training is conducted at the dept level with the support of the HR Assistant. Use HR Summer student lunch and learn (Fire Safety) is still conducted each summer. Funds required for cost of lunch.
	2017	1950370	Meals & Refreshment	Health and Safety Committee lunch/appreciation. Previously not a line item. Removed memberships and subscriptions. 18 possible attendees. Approx. \$20.00 per / person + gratuity.
	2017	1950850	Special Project - Fire Extinguishers	Fire extinguisher - \$200 for refills and spares to use for training.
	2017	1950262	Wellness Committee/Initiatives	Wellness initiatives to be administered with the health and safety committee. Conduct lunch and learn sessions for staff I.e. dealing with stress, healthy life style, smoking cessation programs, etc.
	2017	195034	Flu Clinic	Annual cost for Flu clinic for all staff.
	2017	NEW	Special Project - Asbestos Reassessment	A complete review of all Town buildings for asbestos containing materials was completed in 2012 and must be updated for those buildings with ACM previously identified.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**PROTECTION SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>POLICE OPERATING</b>								
GENERAL	5,501,311	5,187,588	5,355,684	(2.6)	0	(100.0)	5,570,680	5,653,587
COURT SECURITY	218,291	438,471	449,407	105.9	0	(100.0)	292,941	307,633
FACILITIES	188,500	153,185	186,000	(1.3)	0	(100.0)	203,000	203,000
SUB TOTAL	5,908,102	5,779,244	5,991,091	1.4	0	(100.0)	6,066,621	6,164,220
<b>MISC REVENUE</b>	-40,000	-29,873	-40,000	0.0	0	(100.0)	-40,000	-40,000
<b>POLICE BOARD</b>	80,614	82,460	81,014	0.5	0	(100.0)	81,014	81,014
<b>POLICE TOTAL EXP</b>	5,988,716	5,861,704	6,072,105	1.4	0	(100.0)	6,147,635	6,245,234
<b>POLICE TOTAL REVENUE</b>	-40,000	-29,873	-40,000	0.0	0	(100.0)	-40,000	-40,000
TOTAL POLICE	5,948,716	5,831,831	6,032,105	1.4	0	(100.0)	6,107,635	6,205,234
<b>BUSINESS SERVICES</b>	0	714,555	0	-	0	-	0	0
DEBT CHARGES	106,100	102,545	9,700	(90.9)	0	(100.0)	0	0
** Detail in Long Term Debt Charges Section								



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**PROTECTION SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>FIRE</b>								
EXPENSES	2,840,705	2,719,950	2,879,464	1.4	0	(100.0)	3,004,457	3,119,616
REVENUE	-10,000	-4,815	-10,000	0.0	0	(100.0)	-10,000	-10,000
NET FIRE	2,830,705	2,715,135	2,869,464	1.4	0	(100.0)	2,994,457	3,109,616
<b>EMERGENCY MANAGEMENT</b>	134,873	72,412	136,527	1.2	0	(100.0)	144,963	148,470
<b>BUILDING INSPECTION</b>								
EXPENSES	350,000	292,976	375,000	7.1	0	(100.0)	375,000	385,000
BUILDING REVENUE	-350,000	-413,081	-375,000	7.1	0	(100.0)	-375,000	-385,000
NET BUILDING INSPECTION	0	-120,105	0	-	0	-	0	0
<b>BYLAW DEPT</b>								
EXPENSES	86,396	36,095	91,630	6.1	0	(100.0)	100,232	102,612
BYLAW REVENUE	-17,600	-19,973	-18,700	6.3	0	(100.0)	-19,000	-19,000
NET BYLAW DEPT	68,796	16,122	72,930	6.0	0	(100.0)	81,232	83,612
<b>CONSERVATION AUTHORITY</b>	208,000	207,666	213,153	2.5	0	(100.0)	218,000	220,000
<b>ANIMAL CONTROL</b>	90,000	65,969	94,550	5.1	0	(100.0)	96,050	98,100
<b>BYLAW ENFORCEMENT</b>	56,631	67,968	63,295	11.8	0	(100.0)	65,951	68,565
<b>COMMUNICATION CENTRE</b>	25,000	555,897	25,000	0.0	0	(100.0)	25,000	25,000
<b>OTHER TOTAL EXP</b>	3,791,605	4,018,933	3,878,619	2.3	0	(100.0)	4,029,653	4,167,363
<b>OTHER TOTAL REVENUE</b>	-377,600	-437,869	-403,700	6.9	0	(100.0)	-404,000	-414,000
<b>TOTAL PROTECTION - OTHER</b>	3,414,005	3,581,064	3,474,919	1.8	0	(100.0)	3,625,653	3,753,363

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE:

**PROTECTION**

FUNCTION/ACTIVITY: **POLICE-GENERAL**

ACCOUNT #: **87015**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-40,000	-29,873	87016	Police Receipts	-40,000	*		-40,000	-40,000
-40,000	-29,873		TOTAL POLICE GENERAL REVENUE	-40,000		0	-40,000	-40,000

12/29/16

\*Indicates increase over previous year









**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **POLICE - GENERAL**

ACCOUNT #: **2100.100**

STATEMENT OF PURPOSE: The protection of life, property and the prevention of crime. Apprehension of offenders.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
	2017	210010	Payroll Salary & Wages	Increase due to anticipated wage increase
	2017	210030	Payroll Fringe Benefits	Increase due to wage increase
<b>PERFORMANCE DATA:</b>	2017	210032	Payroll Retired Employees Benefits	Increase in retirees
Calls for Service:	2017	210033	Payroll 10% in lieu of Benefits	Increase in part-time members
2012    2013    2014    2015    2016	2017	2100170	Software Maintenance	Increase to reflect actuals
7616    6703    6780    6861	2017	2100991	Recoveries (includes Ride, CPP grants	Reduced government grant
	2017	NEW	Special Project - Domestic Violence Enhancement	Domestic violence expert working in our station with our members to serve the victims of domestic violence in efficient and beneficial manner.
	2017	NEW	Special Project - Community Mobilization	150th anniversary, increased community events
	2017	2100991	Recoveries	Reduced government grants

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE:

**PROTECTION**

FUNCTION/ACTIVITY: **POLICE-COURT SERVICES**

ACCOUNT #: **2100.120**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
164,736	156,535	212010	Payroll Salaries & Wages	337,838	*		231,835	236,472
3,000	184	212011	Payroll - Overtime	2,000			3,000	3,000
0	275	212013	Payroll - Shift Differential	0			0	0
0	0	212015	Part-time Salaries & Wages	32,086			32,728	33,383
8,444	8,151	212016	Responsibility Pay	11,259			8,874	9,051
347,905	514,189	212017	Payroll - Security Officers	311,074			317,295	323,641
30,000	0	212018	Payroll - Cell Monitoring	15,000			15,000	15,000
540	200	212019	Service Pay	540			540	540
46,860	38,689	212030	Payroll Fringe Benefits	104,233	*		49,232	50,217
56,713	91,809	212031	Payroll Part-time Benefits	58,917			59,584	60,776
34,793	43,330	212033	Payroll 10% in Lieu of Benefits	34,316			35,002	35,702
2,000	901	212090	Clothing & Uniforms	2,000			2,000	2,000
900	0	212050	Clothing Allowance	900			900	900
695,891	854,263		SUB TOTAL SALARIES, WAGES & BENEFITS	910,163	*	0	755,990	770,682
6,000	5,091	212095	Prisoner Meals	4,000			6,000	6,000
3,000	2,016	2120150	Office Supplies	2,000			3,000	3,000
1,000	0	2120160	Office Equip Purchases	0			1,000	1,000
1,000	0	2120161	Escort Equipment	0			0	0
1,000	437	2120180	Telephone Expenses	1,000			1,000	1,000
3,000	1,395	2120230	Photocopier Contract	1,500			2,000	2,000
2,000	0	2120231	Photocopier Materials	0			1,000	1,000
2,500	135	2120260	Training & Courses	0			2,500	2,500
5,000	3,421	2120266	Blocking Training	0			0	0
5,000	629	2120603	Maint & Repair - #833	0			0	0
-99,600	-99,609	2120993	Recoveries - Province	-61,756	*		-72,049	-72,049
-1,000	0	2120994	Recoveries - Prisoner Meals	-1,000	*		-1,000	-1,000
-406,500	-329,307	2120995	Recoveries - Northumberland County	-406,500	*		-406,500	-406,500
-477,600	-415,792		SUB TOTAL MATERIALS	-460,756	*	0	-463,049	-463,049
					*			
218,291	438,471		TOTAL COURT SERVICES	449,407	*	0	292,941	307,633



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **POLICE - COURT SERVICES**

ACCOUNT #: **2100.120**

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>			
	<b>YEAR</b>	<b>CODE</b>	<b>OBJECT</b>	<b>DETAILS</b>
To provide Crown Attorney with briefs to prosecute. To provide court security for judges and prisoners. To provide escorts for prisoners as required.	2017	212010	Payroll Salaries & Wages	Contractual wage increase
	2017	212030	Payroll Fringe Benefits	Due to contractual wage increase
<b>PERFORMANCE DATA:</b>				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE:

**PROTECTION**

FUNCTION/ACTIVITY: **POLICE-BUSINESS SERVICES**

ACCOUNT #: **2100.150**

2016	2016		2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
510,311	548,950	215015	Payroll Salaries & Wages	666,553	*	679,891	693,489
0	491	215011	Payroll - Overtime	0		0	0
92,512	83,409	215031	Payroll Fringe Benefits	120,093	*	122,495	124,945
44,533	48,613	215033	Payroll Benefits Vac Lieu	60,058		61,259	62,484
750	0	215050	Clothing Allowance	1,000		1,000	1,000
648,106	681,463		SUB TOTAL SALARIES, WAGES & BENEFITS	847,704	*	0	881,918
3,000	3,461	2150150	Office Supplies	3,000		3,000	3,000
2,000	5,789	2150160	Office Equipment Purchases	2,000		2,000	2,000
2,000	1,998	2150180	Telephone	2,000		2,000	2,000
5,000	2,590	2150230	Photocopier Expenses - Materials	5,000		5,000	5,000
10,000	11,882	2150231	Photocopier Lease	11,000		11,000	11,000
7,250	2,349	2150240	Courier Charges	5,000		5,000	5,000
0	1,521	2150260	Training & Courses	2,000		2,000	2,000
5,000	1,144	2150370	Meals / Meetings	3,000		3,000	3,000
5,000	2,358	2150850	Audit Travel Expense	5,000		5,000	5,000
0	0	2150992	Recoveries - Contracts	0		0	0
39,250	33,092		SUB TOTAL MATERIALS	38,000		0	38,000
30,000	0	2150912	Transfer to Computer Reserve	50,000		50,000	50,000
70,000	0	2150912	Transfer to Police Cruiser Reserve	70,000		70,000	70,000
-787,356	0	2150912	Transfer from Reserve	-1,005,704		-1,022,645	-1,039,918
0	0	2150913	Transfer to Communications Reserve	0		0	0
-687,356	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-885,704		0	-919,918
0	714,555		TOTAL BUSINESS SERVICES DEPARTMENT	0	*	0	0

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **POLICE - BUSINESS SERVICES**

ACCOUNT #: **2100.120**

STATEMENT OF PURPOSE: To provide Criminal Record Checks.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
	2017	215015	Payroll Salaries & Wages	Contractual wage increase, increase in staff New - increase in staff
	2017	215031	Payroll Fringe Benefits	Increase due to wage increase and additional staff
<b>PERFORMANCE DATA:</b>				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE:

**PROTECTION**

FUNCTION/ACTIVITY: **POLICE - FACILITIES**

ACCOUNT #: **2100.130**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
11,000	6,640	2130450	Heat	11,500	*		12,000	12,000
54,000	42,494	2130461	Utilities - Electrical	57,000			60,000	60,000
3,600	2,986	2130462	Utilities - Water	3,800			4,000	4,000
500	0	2130470	Building Maintenance	500			500	500
3,500	1,772	2130500	Custodial/Clean Supplies	4,000	*		4,500	4,500
11,700	14,148	2130505	Cell Cleaning	12,300			13,000	13,000
6,000	8,254	2130510	Electrical Repairs	6,500	*		7,000	7,000
7,500	5,216	2130515	Heat Repairs	7,800			9,000	9,000
5,000	799	2130520	Plumbing Repairs	5,500	*		6,000	6,000
4,500	2,930	2130521	Door Repairs	0			5,000	5,000
2,700	4,825	2130522	Fire Safety	3,000			3,300	3,300
1,500	936	2130523	Biohazard Bin	1,600			1,700	1,700
6,500	3,514	2130524	Snow Removal	5,000			7,500	7,500
118,000	94,514		SUB TOTAL MATERIALS	118,500		0	133,500	133,500
6,700	4,883	2130320	Liability Insurance	6,700			6,700	6,700
3,800	4,397	2130480	Garbage Removal	4,000	*		4,300	4,300
18,000	16,981	2130550	Service Contract	18,200			18,500	18,500
32,000	27,984	2130552	Contractor Cleaning	33,600			35,000	35,000
5,000	4,426	2130554	Minor Repairs	5,000			5,000	5,000
5,000	0	2130555	Minor Repairs - Painting	0			0	0
0	0	2130556	Custodial Cleaning	0			0	0
70,500	58,671		SUB TOTAL CONTRACTED SERVICES	67,500		0	69,500	69,500
188,500	153,185		TOTAL POLICE FACILITIES	186,000		0	203,000	203,000

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **POLICE - FACILITIES**

ACCOUNT #: **2100.130**

STATEMENT OF PURPOSE: To provide for maintenance of the police facility.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
<b>PERFORMANCE DATA:</b>	2017	2130450	Heating	Increase to reflect actuals
	2017	2130480	Garbage Removal	Increase to reflect actuals
	2017	2130500	Custodial / Cleaning Supplies	Increase to reflect actuals, includes Contract cleaning
	2017	2130510	Electrical Repairs	Increase to reflect actuals
	2017	2130515	Heat Repairs	Increase to reflect actuals

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE:

**PROTECTION**

FUNCTION/ACTIVITY: **POLICE SERVICES BOARD**

ACCOUNT #: **2100.10**

2016	2016		2017	2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
15,000	15,270	210115	Payroll Part Time Wages	15,000		15,000	15,000
13,500	12,314	210130	Payroll Fringe Benefits	13,500		13,500	13,500
25,414	24,527	2101290	Payroll Honorarium	25,414		25,414	25,414
53,914	52,111		SUB TOTAL SALARIES, WAGES & BENEFITS	53,914	0	53,914	53,914
100	0	2101210	Advertising & Promotion	100		100	100
3,600	3,568	2101250	Memberships & Subscrip'ns	3,600		3,600	3,600
2,000	224	2101260	Training & Courses	2,000		2,000	2,000
1,000	52	2101261	Per Diem Training	1,000		1,000	1,000
500	0	2101280	Car Allowance	500		500	500
2,500	2,604	2101340	Presentations	2,500		2,500	2,500
5,000	0	2101360	Labour Relations Consultants	5,000		5,000	5,000
6,000	4,052	2101380	Conferences & Conventions	6,000		6,000	6,000
1,000	737	2101780	Meeting Expense	1,400	*	1,400	1,400
21,700	11,237		SUB TOTAL MATERIALS	22,100	0	22,100	22,100
5,000	19,112	2101300	Legal Fees	5,000		5,000	5,000
5,000	19,112		SUB TOTAL CONTRACTED SERVICES	5,000	0	5,000	5,000
80,614	82,460		TOTAL POLICE SERVICES BOARD	81,014	0	81,014	81,014

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **POLICE SERVICES BOARD**

ACCOUNT #: **2100.10**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To ensure consistent standards of Police Services in Cobourg are met in accordance with the Police Standards of Ontario.	2017	2101780	Meeting Expenses	Increase to reflect actuals
PERFORMANCE DATA:				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **FIRE DEPARTMENT**

ACCOUNT #: **87015**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
-10,000	-4,815	87015	Fire Receipts	-10,000	*		-10,000	-10,000
-10,000	-4,815		TOTAL FIRE DEPARTMENT REVENUE	-10,000		0	-10,000	-10,000

12/29/16

\*Indicates increase over previous year



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **FIRE DEPARTMENT**

ACCOUNT #: **2000.100**

2016	2016		2017	2017	2018	2019		
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST	
1,648,342	1,648,670	200010	Payroll Salaries & Wages	1,677,818		1,716,834	1,756,782	
215,000	198,108	200011	Payroll Salaries Volunteer	253,000	*	259,325	265,808	
28,000	17,133	200012	Payroll Overtime	29,000		30,000	31,000	
0	15,337	200013	Payroll - OT Fire Emergency	0		0	0	
0	8,379	200014	Payroll - Overtime Training	0		0	0	
69,970	62,867	200016	Recognition Pay	73,019		74,845	76,815	
462,973	449,363	200030	Payroll Fringe Benefits	519,923	*	571,609	625,444	
35,475	17,752	200031	Payroll - Part-time Benefits	41,745		47,975	54,491	
10,000	11,873	200050	Protective Clothing	14,000	*	14,500	15,000	
3,100	3,526	200060	Footwear	3,500	*	3,500	3,800	
3,400	1,981	200070	Cleaning Allowance	3,000		3,700	3,800	
6,700	1,132	200090	Uniforms	6,800		6,900	7,000	
2,482,960	2,436,121		SUB TOTAL SALARIES, WAGES & BENEFITS	2,621,805	*	0	2,729,188	2,839,940
2,500	2,028	2000150	Office Supplies	2,500		2,500	2,500	
4,200	4,026	2000180	Telephone & Answering Svc	4,300	*	4,400	4,500	
0	17,775	2000190	Fleetnet / Communications	0		0	0	
4,000	4,776	2000200	Communication Equip Rep	4,500	*	4,500	4,500	
650	0	2000210	Advertising & Promotions	650		650	650	
500	323	2000220	Printing	500		500	500	
1,000	1,263	2000230	Photocopier Expense	1,000		1,000	1,000	
100	83	2000240	Postage	100		100	100	
11,000	13,439	2000250	Memberships & Subscrip'ns	12,500	*	13,500	14,000	
14,500	12,197	2000260	Training & Courses	15,000	*	15,500	16,000	
2,500	2,237	2000280	Car Allowance	2,500		2,500	2,600	
2,600	2,979	2000370	Meals & Refreshments	2,800	*	2,900	3,000	
6,500	6,760	2000380	Conferences & Conventions	7,500	*	8,500	9,000	
11,000	6,999	2000450	Heat	10,000		12,500	12,500	
13,000	14,143	2000460	Utilities	13,500	*	14,000	14,500	
8,400	8,450	2000470	Building Maintenance	8,400		8,400	8,400	
2,000	746	2000500	Custodial/Cleaning Supplies	2,000		2,000	2,000	
4,400	3,840	2000570	Property Improvements	4,600	*	4,800	5,000	
4,000	4,280	2000590	Other Maint & Repairs - Snow Removal	4,000		4,000	4,000	
26,000	29,315	2000600	Vehicle Maint & Repair	26,000		26,500	27,000	
14,000	10,587	2000650	Gasoline	14,000		14,000	14,000	
11,600	19,905	2000670	Other Equip Purchases	11,700		12,000	12,500	
9,000	11,657	2000680	Other Equip Maint/Repair	9,500	*	10,000	10,500	
3,200	2,659	2000681	Medical Supplies	3,200		3,200	3,200	
5,000	2,896	2000760	Fire & Crime Prevention	5,500	*	6,000	6,500	
2,200	2,055	2000780	General Administrative Supplies	2,300	*	2,400	2,500	

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE:

**FIRE DEPARTMENT**

FUNCTION/ACTIVITY: **FIRE DEPARTMENT**

ACCOUNT #: **2000.100**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
20,000	31,745	2000850	Special Project - Opticom Repairs	0			0	0
82,098	58,556	2000851	Special Project - Communications	15,000			10,000	10,000
-12,503	0	2000955	Building Dept. - Indirect Costs	-12,691			-12,881	-13,074
-10,000	-4,520	2000991	Recoveries	-10,000			-10,000	-10,000
243,445	271,199		SUB TOTAL MATERIALS	160,859		0	163,469	167,876
5,000		2000300	Legal Fees	2,500			2,500	2,500
17,000	12,630	2000320	Liability Insurance	17,000			17,000	17,000
22,000	12,630		SUB TOTAL CONTRACTED SERVICES	19,500		0	19,500	19,500
8,600		2000930	Transfer to Admin Vehicle Reserve	8,600			8,600	8,600
33,700		2000931	Transfer to Small Equipment Reserve	18,700			33,700	33,700
50,000		2000932	Transfer to Large Vehicle Reserve	50,000			50,000	50,000
92,300	0		SUB TOTAL OTHER CHARGES & TRANSFERS	77,300		0	92,300	92,300
2,840,705	2,719,950		TOTAL FIRE DEPARTMENT	2,879,464		0	3,004,457	3,119,616

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **FIRE DEPARTMENT**

ACCOUNT #: **2000.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To respond to and provide protection of life and property being threatened by incidents caused by nature and/or persons. To provide Building/Fire Code consultation, interpretation and enforcement for existing occupancies and new development.	2017	200010	Payroll Salaries & Wages	Anticipated contractual obligations
	207	200011	Payroll Salaries Volunteer	Anticipated contractual obligations Additional 4 volunteers, due to issues regarding call outs
<b>PERFORMANCE DATA:</b>				
Responses:				
2011      Actual      1092 Incidents	2017	200030	Payroll Fringe Benefits	Anticipated contractual obligations
2012      Actual      1179 Incidents	2017	2000190	Communications/Fleetnet	Move away from Fleetnet and dispatch being moved to County levy eliminates this line item
2013      Actual      1241 Incidents				
2014      Actual      1191 Incidents				
2015      Actual      1215 Incidents	2017	2000280	Car Allowance	The purchase of second soft vehicle 2 years ago reducing mileage being paid out
2016				
Fire Inspections:				
2011      Actual      414 Activities	2017	2000250	Memberships & Subscriptions	Records Management Software - \$3,500 Ontario Fire Chiefs - \$560
2012      Actual      483 Activities				
2013      Actual      500 Activities				Northumberland County Fire Chiefs - \$800
2014      Actual      531 Activities				Mutual Aid - \$100
2015      Actual      565 Activities				Ontario Fire Prevention Officers - \$150
2016				Fire Marshall Prevention Safety Council - \$100
Training:				
2011      Actual      411 Sessions				NFPA Codes - \$1,800
2012      Actual      323 Sessions				EMP Canada - \$50
2013      Actual      299 Sessions				Radio Licences - \$1,500
2014      Actual      287 Sessions				Misc subscriptions / trade magazines - \$1,440
2015      Actual      225 Sessions				OCEAP - \$2,500
2016	2017	2000260	Training & Courses	\$500 increase to reflect anticipated increase in course costs

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **FIRE DEPARTMENT**

ACCOUNT #: **2000.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To respond to and provide protection of life and property being threatened by incidents caused by nature and/or persons. To provide Building/Fire Code consultation, interpretation and enforcement for existing occupancies and new development.	2017	2000380	Conferences & Conventions	Department has been slowly increasing this line item as it has been historically underfunded. Management needs to keep abreast of current and emerging issues and trends
	2017	2000570	Property Improvements	
<b>PERFORMANCE DATA:</b>  Responses: 2011     Actual     1092 Incidents 2012     Actual     1179 Incidents 2013     Actual     1241 Incidents 2014     Actual     1191 Incidents 2015     Actual     1215 Incidents 2016  Fire Inspections: 2011     Actual     414 Activities 2012     Actual     483 Activities 2013     Actual     500 Activities 2014     Actual     531 Activities 2015     Actual     565 Activities 2016  Training:   2011     Actual     411 Sessions 2012     Actual     323 Sessions 2013     Actual     299 Sessions 2014     Actual     287 Sessions 2015     Actual     225 Sessions 2016	2017	2000760	Fire Prevention	Increasing costs for radio and TV
	2017	2000851	Special Project - Communications	Contingency to deal with unforeseen issues that may arise due to switch from Fleetnet system to new County compatible system.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **EMERGENCY MANAGEMENT**

ACCOUNT #: **2700.100**

2016	2016			2017		2017		2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED		FORECAST	FORECAST
75,932	41,246	270010	Payroll Salaries and Wages	79,243	*			80,431	81,638
21,641	8,887	270030	Payroll Benefits	22,584	*			24,532	26,532
97,573	50,133		SUB TOTAL SALARIES, WAGES & BENEFITS	101,827	*	0		104,963	108,170
300	143	2700150	Office Supplies	300				300	300
2,500	87	2700160	Equipment Purchases	2,000				2,000	2,000
6,000	4,447	2700180	Telephone	5,000				6,000	6,000
250	28	2700210	Advertising	250				250	250
250	0	2700220	Printing	250				250	250
250	316	2700230	Photocopier Expense	250				250	250
1,000	1,513	2700250	Memberships & Subscriptions	1,400	*			1,400	1,400
2,000	1,740	2700260	Training	2,000				2,000	2,000
0	0	2700261	Training - Risk Management New	1,500				3,000	3,000
250	56	2700270	Mileage	250				250	250
500	232	2700370	Meals & Refreshments	500				550	600
2,500	2,136	2700380	Conferences	2,500				3,000	3,250
1,500	798	2700852	Special Project - Emergency Exercise	750				750	750
17,300	11,496		SUBTOTAL MATERIALS	16,950		0		20,000	20,300
20,000	10,783	2700170	Equipment Maintenance - Generators	17,750				20,000	20,000
20,000	10,783		SUBTOTAL CONTRACTED SERVICES	17,750		0		20,000	20,000
134,873	72,412		TOTAL EMERGENCY MEASURES	136,527		0		144,963	148,470

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **EMERGENCY MANAGEMENT**

ACCOUNT #: **2700.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To provide funding for projects associated with major emergencies and the municipal emergency control group as set forth in the Town's emergency plan.	2017	270010	Payroll Salaries & Wages	Emergency Planners salary moved completely to this budget to reflect actual job description
	2017	2700250	Memberships & Subscriptions	As the Emergency Planner was new to role, no memberships were taken as we wanted to evaluate what is needed for the 2017 budget cycle
PERFORMANCE DATA:  The Town of Cobourg has achieved compliance with provincial legislation and international best practices.	2017	2700261	Risk Management - New	Emergency Planner is now responsible for implementing a Risk Management Program.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **BUILDING DEPT**

ACCOUNT #: **870**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
-350,000	-413,081	8707	Building Permits	-375,000			-375,000	-385,000
-350,000	-413,081		SUBTOTAL BUILDING REVENUE	-375,000		0	-375,000	-385,000

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **BUILDING DEPT**

ACCOUNT #: **2600.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
190,949	201,034	260010	Payroll Salaries & Wages	183,292			186,041	188,832
5,000	3,932	260011	Payroll - Overtime	5,000			5,000	5,000
5,000	0	260015	Payroll - Part-time	5,000			5,000	5,000
56,870	60,517	260030	Payroll Fringe Benefits	55,351			59,902	64,577
600	454	260060	Footwear / Clothing	650	*		700	750
258,419	265,937		SUB TOTAL SALARIES, WAGES & BENEFITS	249,293		0	256,643	264,159
500	675	2600150	Office Supplies	600	*		700	700
900	491	2600170	Office Equipment Mtce	700			700	700
7,500	0	2600171	Software Maintenance - AMS/PLL	7,500			7,500	7,500
1,000	513	2600180	Telephone Expenses	1,100			1,200	1,200
600	0	2600210	Advertising Promotions	250			250	250
3,000	2,319	2600220	Printing	2,500			2,500	2,500
1,600	3,268	2600250	Memberships & Subscrip'ns	1,800	*		3,000	1,900
10,000	9,397	2600260	Training & Courses	12,000	*		12,000	12,000
1,600	664	2600280	Car Allowance	1,000			1,000	1,000
2,200	1,084	2600380	Conference & Conventions	2,500	*		2,600	2,700
2,000	930	2600600	Vehicle Maintenance	2,000			2,000	2,000
700	235	2600650	Gasoline	800			900	1,000
0	0	2600851	Special Project - Building Permit Fee Study	0			0	0
0	NEW		Special Project - Office Renovations	7,500			0	0
94,701	0	2600955	Building Dept. - Indirect Costs	96,122			97,563	98,000
126,301	19,576		SUB TOTAL MATERIALS	136,372	*	0	131,913	131,450
1,000	61	2600300	Legal Fees	5,000	*		5,000	5,000
10,000	7,402	2600320	Liability Insurance	10,000			10,000	10,000
11,000	7,463		SUB TOTAL CONTRACTED SERVICES	15,000		0	15,000	15,000
-51,720	0	2600913	Transfer Reserve	-31,665			-34,556	-31,609
6,000	0	2600930	Transfer to Vehicle Reserve	6,000			6,000	6,000
-45,720	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-25,665	*	0	-28,556	-25,609
350,000	292,976		TOTAL BUILDING DEPT	375,000	*	0	375,000	385,000

12/29/16

\*Indicates increase over previous year



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **BUILDING DEPT**

ACCOUNT #: **2600.100**

<b>STATEMENT OF PURPOSE:</b>				<b>HIGHLIGHTS/EXPLANATIONS:</b>			
To ensure reasonable compliance with codes and By-laws for the protection of citizens and property including enforcement of the Building Codes, Property Standards and Home Loans as well as enforcement of other By-laws.				YEAR	CODE	OBJECT	DETAILS
				<b>PERFORMANCE DATA:</b>			
	2015 Rev	2016 Val	2016 Rev				
	Dec 31/15	Oct 31/16	Oct 31/16				
\$ Res Permits	257,443	11,878,236	266,534	2017	260020	Other Salaries	Additional staff or overtime to cover workload
\$ Comm Permits	50,698	5,228,700	46,521	2017	2600171	Software Maintenance	Annual Licence AMS/PLL - Building Portion
\$ Institutional Permits	8,204	1,297,900	7,247	2017	2600250	Memberships & Subscriptions	Pine Ridge Chapter - \$180 OBOA - 3 x \$305 Building Code Identification Number - 3 x \$107 Northumberland Today - \$75 Ontario Building Code - 3 new codes with amendments
\$ Indust. Permits	3,329	6,652,402	15,603	2017	2600260	Training & Courses	Grow OP Updates OBOA Training Sessions - 3 Building Officials Continuous learning
Demolition Permits	1,140	78,190	2,529				
Total Permit Value		25,135,428		2017	2600280	Car Allowance	.51/km use personal vehicle for inspections
Total Fees	320,814		338,434				
Heritage Rebates							
Other Rebates	-2,048						
Other Revenue	-1,613		-1,700				
Total Revenue	317,153		336,734				
Total Permits	208		190				
New Dwellings	80		48				
Development Charges	1,306,670		573,227				
Plumbing Permits (to County)	36,212		32,651				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **BUILDING - BYLAW DEPT**

ACCOUNT #: **870**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-13,000	-11,348	87045	Sign Permits	-13,000	*		-13,000	-13,000
-1,500	-5,850	87048	Property Standards Inspection	-3,000			-3,000	-3,000
-600	-300	87057	Liquor License Fee	-700			-800	-800
-1,800	-2,225	87067	Pool Permit	-2,000			-2,200	-2,200
-700	-250	87068	Moving Permit (Public Works)	0	*		0	0
-17,600	-19,973		SUBTOTAL BYLAW DEPT REVENUE	-18,700		0	-19,000	-19,000

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **BUILDING - BYLAW DEPT**

ACCOUNT #:

2016	2016			2017		2017		2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED		FORECAST	FORECAST
57,935	15,050	261010	Payroll Salaries & Wages	58,798				59,680	60,575
0	853	261011	Payroll - Overtime	0				0	0
16,511	6,877	261030	Payroll Fringe Benefits	16,757				18,202	19,687
375	117	261060	Footwear / Clothing	375				375	375
74,821	22,897		SUB TOTAL SALARIES, WAGES & BENEFITS	75,930		0		78,257	80,637
250	90	2610150	Office Supplies	250				250	250
250	0	2610170	Office Equipment Mtce	250				250	250
250	0	2610210	Advertising Promotions	250				250	250
750	665	2610220	Printing	650				900	900
400	364	2610250	Memberships & Subscrip'ns	500	*			600	600
1,900	1,637	2610260	Training & Courses	1,900				3,800	3,800
500	0	2610280	Car Allowance	300				700	700
1,425	0	2610380	Conference & Conventions	0				1,525	1,525
250	157	2610650	Gasoline	200				300	300
1,000	0	2610989	Icicle Removal Recoverable Expenses	1,000				1,000	1,000
5,500	763	2610990	Weed Cutting Recoverable Expenses	6,000				6,500	6,500
-1,000	0	2610991	Icicle Removal Recoveries	-1,000				-1,000	-1,000
-5,500	-1,162	2610992	Weed Cutting Recoveries	-6,000				-6,500	-6,500
5,975	2,514		SUB TOTAL MATERIALS	4,300		0		8,575	8,575
2,200	8,217	2610300	Legal Fees	8,000	*			10,000	10,000
3,400	2,467	2610320	Liability Insurance	3,400				3,400	3,400
5,600	10,684		SUB TOTAL CONTRACTED SERVICES	11,400		0		13,400	13,400
86,396	36,095		TOTAL BYLAW DEPT	91,630	*	0		100,232	102,612

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **BUILDING - BYLAW DEPT**

ACCOUNT #:

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>				
To ensure reasonable compliance with codes and By-laws for the protection of citizens and property including enforcement of the Building Codes, Property Standards and Home Loans as well as enforcement of other	YEAR	CODE	OBJECT	DETAILS	
		2017	2610250	Memberships & Subscriptions	Ontario Association of Property Standards Officers 3 memberships
		2017	2610260	Training & Courses	Property standards and Grow Ops - 2 people/yr
		2017	2610280	Car Allowance	.51/km use personal vehicle for inspections
<b>PERFORMANCE DATA:</b>					
	2015 Rev Dec 31/15	2016 Val	2016 Rev		
Signs	14,315		10,023		
Property Stds Insp Fee	1,650		5,700		
Liquor License Fee	150		200		
Pool Permits	2,200		1,800		
Moving Permits	1,000		250		
Weeds					
Total Value		0			
Total Fees	19,315		17,973		
Other Rebates					
Heritage Rebates					
Total Revenue	19,315		17,973		

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **CONSERVATION AUTHORITY**

ACCOUNT #: **2300.100**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
208,000	207,666	2300940	Grants & Transfers	213,153	*		218,000	220,000
208,000	207,666		SUB TOTAL OTHER CHARGES & TRANSFERS	213,153	*	0	218,000	220,000
208,000	207,666		TOTAL CONSERVATION	213,153	*	0	218,000	220,000

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **CONSERVATION**

ACCOUNT #: **2300.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<p>To provide for the annual operating levy of the Ganaraska Conservation Region Authority. The GCRA have set their 2015 budget at this time.</p>	2017	2300940	Grants & Transfers	<p>Levy as determined by GRCA. Preliminary 2017 levy to Cobourg - \$213,153.15</p> <p>2017 Capital Projects funded through Capital Watershed Monitoring - \$5,000</p> <p>Clean Water Healthy Land through LUSI - \$10,000</p> <p>Cobourg Storm Sewer System Analysis - \$25,000</p>
<p><b>PERFORMANCE DATA:</b></p> <p>2016 - \$207,666 2015 - \$201,297 2014 - \$198,606 2013 - \$198,150 2012 - \$193,317 2011 - \$186,663</p>				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **JOINT ANIMAL CONTROL**

ACCOUNT #: **2400.10**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
1,000	0	2410240	Postage	550			550	600
500	0	2410390	Admin Operating Materials	500			500	500
1,500	0		SUB TOTAL MATERIALS	1,050		0	1,050	1,100
88,000	65,969	2410750	Contracts - Animal Control	93,500	*		95,000	97,000
0	0	2410751	Contracts - Tag Seller	0			0	0
500	0	2410752	Contracts - Provincial Offences Court Costs	0			0	0
88,500	65,969		SUB TOTAL CONTRACTED SERVICES	93,500	*	0	95,000	97,000
90,000	65,969		TOTAL JOINT ANIMAL CONTROL	94,550	*	0	96,050	98,100

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **JOINT ANIMAL CONTROL**

ACCOUNT #: **2400.10**

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>				
Animal Control service for 5 area Municipalities. Service administered by Hamilton Township.	YEAR	CODE	OBJECT	DETAILS	
		2017	2410240	Postage & Couriers	Reduction in 2016 by sending notices through LUSI
		2017	2410390	Admin Operating Materials	Purchase of metal dog tags annually
		2017	2410750	Contracts - Animal Control	Shelter of Hope - JACS Board Budget
		2017	2410752	Contracts - Provincial Offences Court Costs	Prosecutions now done in house
<b>PERFORMANCE DATA:</b>					
	2014	2015	2016		
Dog Tags Issued	1337	690	978		
Dog Tag Revenue	14520	8225	9820		
Cobourg - 35% Port Hope - 32% Hamilton Township - 21% Alnwick/Haldimand - 12%					



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **BYLAW ENFORCEMENT SERVICES**

ACCOUNT #: **2800.100**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
33,798	28,812	280010	Payroll Salaries and Wages	35,556	*		36,905	38,326
-16,899		280010	Recoveries - From Parking Enforcement	-17,194			-17,495	-18,200
0	715	280011	Payroll - Overtime	0			0	0
9,632	8,075	280030	Payroll Benefits	10,133	*		11,441	12,839
26,531	37,602		SUB TOTAL SALARIES, WAGES & BENEFITS	28,495	*	0	30,851	32,965
500	494	2800150	Office Supplies	500			500	500
500	0	2800210	Advertising & Promotions	500			500	500
1,500	829	2800220	Printing	700			500	500
1,300	1,057	2800250	Memberships & Subscriptions	1,300			1,300	1,300
2,300	3,233	2800260	Training & Courses (Paralegal)	2,300			2,300	2,300
6,100	5,613		TOTAL MATERIALS	5,300		0	5,100	5,100
1,000	2,429	2800300	Legal Fees	1,000			1,000	1,000
23,000	22,324	2800750	Contracts	28,500	*		29,000	29,500
24,000	24,753		TOTAL CONTRACTED SERVICES	29,500	*	0	30,000	30,500
56,631	67,968		TOTAL BYLAW ENFORCEMENT DEPT	63,295	*	0	65,951	68,565

\*Indicates increase over previous year





**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **COMMUNICATIONS CENTRE**

ACCOUNT #: **2200.100**

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>			
	<b>YEAR</b>	<b>CODE</b>	<b>OBJECT</b>	<b>DETAILS</b>
To provide the link between the public and town services. To receive and act upon 911 calls. To dispatch calls for fire and police within the Town of Cobourg. To monitor fire calls in Northumberland. Switchboard for all police business calls.	2017	220015	Payroll Part Time Wages	1 part-time communicator severance
	2017	2200182	Telephone	Increase reflects actuals
	2017	2200750	Contract - Owen Sound Communications	Annual contract as per agreement
<b>PERFORMANCE DATA:</b>				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**PUBLIC WORKS SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>ENGINEERING</b>								
ADMINISTRATION	325,171	136,339	306,880	(5.6)	0	(100.0)	340,614	350,774
GIS	147,194	135,061	154,806	5.2	0	-	168,211	173,670
SUB TOTAL	472,365	271,400	461,686	(2.3)	0	(100.0)	508,825	524,444
<b>PUBLIC WORKS</b>								
ADMINISTRATION	1,995,620	1,336,365	2,024,955	1.5	0	(100.0)	2,063,993	2,101,447
ROADS - GENERAL	376,385	503,399	348,645	(7.4)	0	(100.0)	354,900	361,160
ROADS - WINTER	145,500	166,312	147,500	1.4	0	(100.0)	149,500	151,500
SUB TOTAL	2,517,505	2,006,076	2,521,100	0.1	0	(100.0)	2,568,393	2,614,107
<b>SIDEWALKS</b>								
	49,460	117,318	50,070	1.2	0	(100.0)	51,480	52,790
<b>ENG &amp; PUBLIC WORKS EXP</b>								
ENG & PUBLIC WORKS EXP	3,039,330	2,394,794	3,032,856	(0.2)	0	(100.0)	3,128,698	3,191,341
<b>ENG &amp; PUBLIC WORKS REV</b>								
ENG & PUBLIC WORKS REV	0	0	0		0		0	0
<b>NET ENG &amp; PUBLIC WORKS</b>								
NET ENG & PUBLIC WORKS	3,039,330	2,394,794	3,032,856		0		3,128,698	3,191,341
<b>CROSSING GUARDS</b>								
	55,204	48,133	55,375	0.3	0	(100.0)	57,137	58,938
<b>STREET LIGHTS</b>								
	454,020	363,820	476,590	5.0	0	(100.0)	494,160	501,730
<b>TRANSIT</b>								
<b>EXPENSES</b>								
EXPENSES	893,764	668,165	918,217	2.7	0	(100.0)	929,152	950,534
<b>REVENUE</b>								
REVENUE	-334,000	-129,457	-334,000	0.0	0	(100.0)	-334,000	-334,000
NET TRANSIT	559,764	538,708	584,217	4.4	0	(100.0)	595,152	616,534
<b>TOTAL EXPENSES</b>								
TOTAL EXPENSES	4,442,318	3,474,912	4,483,038	0.9	0	(100.0)	4,609,147	4,702,543
<b>TOTAL REVENUES</b>								
TOTAL REVENUES	-334,000	-129,457	-334,000	0.0	0	(100.0)	-334,000	-334,000
NET TO TOWN	4,108,318	3,345,455	4,149,038	1.0	0	(100.0)	4,275,147	4,368,543
<b>ROADS - DEBT CHARGES</b>								
ROADS - DEBT CHARGES	364,300	346,636	429,000	-	0	-	446,600	398,000
** Detail in Long Term Debt Charges Section								

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**TRANSPORTATION SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>PARKING</b>								
EXPENDITURES	344,794	146,929	418,038	21.2	0	(100.0)	421,824	429,919
REVENUES	-441,000	-523,641	-491,000	11.3	0	(100.0)	-491,000	-501,000
TO PARKING RESERVE	-96,206	-376,712	-72,962	-	0	-	-69,176	-71,081

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ENGINEERING ADMINISTRATION**

ACCOUNT#: **3000.005**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
238,295	153,937	300510	Payroll Salaries & Wages	242,094			245,905	249,774
0	555	300511	Payroll - Overtime	0			0	
0	0	300512	Payroll - Standby	0			0	
73,347	43,917	300530	Payroll Fringe Benefits	73,696			79,960	86,394
250	0	300550	Clothing	250			250	250
350	270	300560	Footwear	350			350	350
312,242	198,679		SUB TOTAL SALARIES, WAGES & BENEFITS	316,390		0	326,465	336,768
1,300	645	3005150	Office Supplies	800			1,300	1,300
1,000	183	3005160	Office Equipment Purchase	500			1,000	1,000
2,000	1,005	3005180	Telephone & Answering Svc	2,000			2,000	2,000
1,000	0	3005210	Advertising	500			500	500
0	0	3005211	Marketing/Public Relation	0	*		0	0
500	134	3005220	Printing	500			500	500
5,000	4,682	3005230	Photocopier Expenses	5,000			5,000	5,000
1,000	31	3005231	Accessibility Expenses	1,000			1,000	1,000
2,000	2,439	3005240	Postage & Couriers	2,000			2,000	2,000
600	0	3005250	Memberships & Subscip'ns	600			600	600
5,000	264	3005260	Training & Courses	3,000			5,000	5,000
1,800	194	3005270	Travel Expense	1,000			1,800	1,800
6,000	7,261	3005851	Sp Project - Downtown Christmas Lights	15,000			15,000	15,000
-9,271	0	3005955	Building Dept. - Indirect Costs	-9,410			-9,551	-9,694
-25,000	-82,178	3005994	Recoveries - Engineering Review Fees	-45,000			-25,000	-25,000
-7,071	-65,340		SUB TOTAL MATERIALS	-22,510		0	1,149	1,006
6,000	0	3005300	Legal Fees / Consultant	3,000			3,000	3,000
4,000	3,000	3005320	Liability Insurance	4,000			4,000	4,000
10,000	0	3005360	Engineering Consultant	6,000			6,000	6,000
20,000	3,000		SUB TOTAL CONTRACTED SERVICES	13,000		0	13,000	13,000
325,171	136,339		TOTAL ENGINEERING ADMINISTRATION	306,880		0	340,614	350,774

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ENGINEERING ADMINISTRATION**

ACCOUNT #: **3000.05**

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>			
	<b>YEAR</b>	<b>CODE</b>	<b>OBJECT</b>	<b>DETAILS</b>
<p>The Engineering Office provides administration functions for the Environmental and Transportation sections as well as administration of subdivision construction, transportation and traffic studies, road reconstruction/capital projects and street trees.</p> <p><b>PERFORMANCE DATA:</b></p>	2017	3005210	Advertising & Promotions	Promoting pitch in, coffee pods recycling and miscellaneous ads
	2017	3005231	Accessibility Expenses	As per AODA requirements
	2017	3005240	Postage & Couriers	Postage allocated from Legislative Services
	2017	3005250	Memberships & Subscriptions	Northumberland Today - \$70 Ontario Traffic Council - \$270 Professional Engineers - \$250
	2017	3005260	Training & Courses	AMTCO courses Parking courses
	2017	3005300	Legal Fees / Consultant	Review contracts, parking trials, wildlife assessment for waterfront
	2017	3005360	Engineering Consultant	Incidental engineering not tagged to a capital project.





**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **GIS DEPARTMENT**

ACCOUNT #: **3000.008**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<p>The GIS system, as implemented through the GRIDS strategic plan, has been funded through capital budgets since inception in 2004. As part of the work-plan hiring of staff was carried out in 2007 implementation year under the capital budget. These individuals carry out maintenance and expansion of the GIS system.</p> <p><b>PERFORMANCE DATA:</b></p>	2017	300815	Part-time Wages	We hire the County GIS fieldwork person for 4 weeks - This works out better as we can split the collection and stay more up to date throughout the year, two weeks in the spring and two in the fall including data processing.
	2017	3008170	Software Purchase / Maintenance	Backup firewall, Rogers monthly bill with sim cards, ESRI maintenance - \$30,000 Data Cards - \$500 Misc Maintenance - \$500 Annual licensing Cityworks AMS/PLL increasing to \$58,500/yr by the end of the next term of our ELA 2017 - \$50,000, 2018 - \$55,000, 2019 - \$58,500 It was supposed to be \$58,500/yr but staff worked with ESRI on a deal to lessen the blow of the new pricing 7800/yr approved by council for Cityworks service request API (for website integration) Citiworks PLL centralizes the Town's spatial processes within GIS. Public Works, Parks, Forestry, Building & Planning processes are digitized and consolidated into GIS which strengthens our collective reporting, analysis and communicative capabilities.
	2017	3008260	Training & Courses	SQL training, intro and intermediate, crystal reports, ESRI training in Toronto, City Works training, ESRI International User Conference

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ROADS/SEWERS**

ACCOUNT#: **3000.10**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
953,583	599,045	301010	Payroll Salaries & Wages - Unallocated	970,704			975,890	981,153
48,752	14,356	301011	Payroll - Overtime	49,252			49,990	50,741
26,449	37,250	301012	Payroll - Standby	26,579			26,978	27,382
15,096	26,387	301015	Payroll Part Time Wages	15,356			15,601	15,850
326,288	176,698	301030	Payroll Fringe Benefits	345,735	*		370,384	395,319
2,340	3,285	301031	Payroll Fringe Benefits Part-time	2,617			2,988	3,370
4,400	19,486	301050	Clothing	4,500	*		4,600	4,700
3,600	3,359	301060	Footwear	3,600			3,600	3,600
650	525	301070	Cleaning Allowance	650			650	650
2,000	445	301080	Employee Meal Allowance	2,000			2,000	2,000
1,383,158	880,836		SUB TOTAL SALARIES, WAGES & BENEFITS	1,420,993	*	0	1,452,681	1,484,765
3,500	5,312	3010150	Office Supplies	3,500			3,500	3,500
1,200	0	3010160	Office Equipment Purchase	1,200			1,200	1,200
2,500	5,434	3010170	Software - Hours of Service Tracking	3,000	*		3,000	3,000
10,000	8,815	3010180	Telephone & Answering Svc	10,000			10,000	10,000
11,000	0	3010183	Communications	1,000			1,000	1,000
400	-24	3010185	OPX / Alarm Line Charges	400			400	400
1,700	1,164	3010190	Communication Equipment	1,700			1,700	1,700
500	0	3010200	Communication Equip Rep	500			500	500
500	0	3010210	Advertising	500			500	500
3,000	2,821	3010250	Memberships & Subscriptn's	3,000			3,000	3,000
16,500	10,119	3010260	Courses & Conferences	14,500			16,500	16,500
2,300	3,408	3010261	Courses - Certification Training	2,300			2,300	2,300
600	900	3010270	Car Allowance	600			600	600
10,500	10,194	3010450	Heat	10,700			10,950	11,200
20,000	29,731	3010460	Utilities	20,400	*		20,800	21,220
5,300	2,218	3010470	Building Maintenance	3,000			3,000	3,000
5,300	4,718	3010500	Custodial/Clean Supplies	5,400			5,500	5,600
2,500	0	3010570	Property Improvements	1,000			1,000	1,000
140,000	169,955	3010600	Vehicle Maint & Repair	143,000	*		145,000	147,000
102,000	76,882	3010650	Gasoline	105,000	*		107,000	109,000
4,800	1,897	3010670	Other Equip Purchases	4,900	*		5,000	5,100
30,500	29,311	3010680	Other Equip Maint & Rep	31,000			32,000	33,000
2,000	2,318	3010853	Sp Projects - Health & Safety Supplies	2,000			2,000	2,000
-21,500	-5,580	3010991	Recoveries	-22,000	*		-22,500	-23,000
355,100	359,593		SUB TOTAL MATERIALS	346,600		0	353,950	359,320

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ROADS/SEWERS**

ACCOUNT#: **3000.10**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
128,000	95,634	3010320	Liability Insurance	128,000			128,000	128,000
5,000	302	3010750	Contracts - Environmental Monitoring	5,000			5,000	5,000
133,000	95,936		SUB TOTAL CONTRACTED SERVICES	133,000		0	133,000	133,000
-100,000		3010992	Recoveries - Town Equipment - Sanitary	-100,000			-100,000	-100,000
224,362		3010911	Transfer to Vehicle Reserve	224,362			224,362	224,362
124,362	0		SUB TOTAL CHARGES & TRANSFERS	124,362		0	124,362	124,362
1,995,620	1,336,365		TOTAL PUBLIC WORKS ADMINISTRATION	2,024,955		0	2,063,993	2,101,447

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ROADS/SEWER**

ACCOUNT #: **3000.10**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
Salaries of Public Works staff operating and maintenance cost for Public Works yard and all vehicles/equipment.	2017	301010	Payroll Salaries & Wages	Contractual obligations Additional staff - Fulltime Stores Attendant for new combined Parks and Public Works Facility
	2017	301080	Meal Allowance	Contractual obligations when overtime carried out
<b>PERFORMANCE DATA:</b>	2017	3010185	Communications	Portion of Communications budget.
	2017	3010185	OPX / Alarm Line Charges	Phone line charges from dedicated lines for alarm monitoring
	2017	3010250	Memberships & Subscriptions	Municipal Engineering Association - \$120 x 2 = \$240 Professional Engineers - \$225 x 2 = \$450 OACET - \$215 TAC - \$370 Northumberland Road Builders - \$500 Ontario Good Roads - \$1150
	2017	3010260	Courses & Conferences	Includes Road School and OGRA conference
	2017	3010500	Custodial Supplies	Cleaning service at Public Works yard
	2017/18/19	3010570	Property Improvements	General Maintenance
	2017	3010750	Contracts - Environmental Monitoring	GRCA chargeback for environmental monitoring
	2017	3010853	Special Project - Health & Safety	Confined Space Rescue Team - regular maintenance and repair on the rescue team equipment.
	2017	3010991	Recoveries	Contracted services for developers

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **BRIDGES AND CULVERTS**

ACCOUNT#: **3100.50**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	985	310510	Payroll Salaries & Wages	0	*		0	0
0	262	310515	Payroll Part-time Wages	0			0	0
0	387	310530	Payroll - Fringe Benefits	0	*		0	0
0	30	310531	Payroll - Fringe Benefits Part-time	0			0	0
0	1,664		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0	0
385	0	3105691	Equipment Rentals	395	*		400	410
650	0	3105820	Other Operating Materials	700	*		750	800
1,035	0		SUB TOTAL MATERIALS	1,095	*	0	1,150	1,210
1,035	1,664		TOTAL BRIDGES & CULVERTS	1,095	*	0	1,150	1,210

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **BRIDGES AND CULVERTS**

ACCOUNT #: **3100.50**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To provide preventative maintenance for bridges and culverts.	2017	3105820	Other Operating Materials	Minor maintenance as required per inspection results.
PERFORMANCE DATA:				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ROADSIDE GRASS & WEEDS**

ACCOUNT#: **3100.110**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	8,378	311010	Payroll Salaries & Wages	0	*	0	0	0
0	577	311015	Payroll Part-Time	0		0	0	0
0	2,751	311030	Payroll Fringe Benefits	0	*	0	0	0
0	35	310131	Payroll Fringe Benefits Part-Time	0		0	0	0
0	11,741		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0	0
0	11,741		TOTAL ROADSIDE GRASS & WEEDS	0	*	0	0	0



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ROADSIDE GRASS & WEEDS**

ACCOUNT #: **3100.110**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
<p>To maintain grass at intersections to ensure adequate visibility for motorists.</p>				
<p><b>PERFORMANCE DATA:</b></p> <p>Approximately 10 km of ditches to keep trimmed</p>				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **STORM DRAIN SYSTEM**

ACCOUNT#: **3100.130**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
0	36,790	311310	Payroll Salaries & Wages	0	*		0	0
0	463	311311	Payroll - Overtime	0			0	0
0	1,154	311315	Payroll Part Time Wages	0	*		0	0
0	12,891	311330	Payroll Fringe Benefits	0	*		0	0
0	141	311331	Payroll Part Time Benefits	0	*		0	0
0	51,439		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0	0
24,000	5,963	3113691	Equipment Rentals	10,000			10,000	10,000
6,000	7,031	3113820	Operating Materials	6,100			6,200	6,300
-5,000	-5,379	3113991	Recoveries	-5,000			-5,000	-5,000
25,000	7,615		SUB TOTAL MATERIALS	11,100		0	11,200	11,300
25,000	2,459	3113750	Contracts	10,000			10,000	10,000
25,000	2,459		SUB TOTAL CONTRACTED SERVICES	10,000		0	10,000	10,000
50,000	61,513		TOTAL STORM DRAIN SYSTEM	21,100		0	21,200	21,300

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **STORM DRAIN SYSTEM**

ACCOUNT #: **3100.130**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To provide preventative emergency maintenance for the storm drain system.  <b>PERFORMANCE DATA:</b>  Storm Drainage account now contains: - Entrance Culvert and Roadside Ditching - Roadside Catchbasins and Gutter Maintenance	2017	3113570	Contracts	Third party contracts for roadway storm sewer work such as curb installation and paving
	2017	3113691	Equipment Rentals	Gradall rental for ditches
	2017	3113820	Materials	Storm iron works, culverts, gravel, concrete
	2017	3113991	Recoveries	Chargebacks for services performed by Public Work staff to repair storm drain system.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **MTCE ROADSIDE DEBRIS &  
LITTER PICKUP & SWEEPING**

ACCOUNT#: **3100.150**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
0	37,404	311510	Payroll Salaries & Wages	0	*		0	0
0	477	311511	Payroll - Overtime	0			0	0
0	2,086	311515	Payroll Part Time Wages	0	*		0	0
0	13,472	311530	Payroll Fringe Benefit	0	*		0	0
0	174	311531	Payroll Part Time Benefits	0	*		0	0
0	53,613		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0	0
1,100	0	3115691	Equipment Rentals	1,100			1,100	1,100
6,900	5,075	3115850	Waterfront Festival Tipping Fees	7,000			7,100	7,200
8,000	5,075		SUB TOTAL MATERIALS	8,100		0	8,200	8,300
47,000	37,510	3115750	Contracts	48,000	*		49,000	50,000
-5,000	-314	3115991	Recoveries	-5,000			-5,000	-5,000
42,000	37,196		SUB TOTAL CONTRACTED SERVICES	43,000	*	0	44,000	45,000
50,000	95,884		TOTAL MTCE ROADSIDE DEBRIS & LITTER PICKUP	51,100	*	0	52,200	53,300

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **MTCE ROADSIDE DEBRIS &  
LITTER PICKUP**

ACCOUNT #: **3100.150**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To collect litter/debris along the Municipal roads.	2017	3115750	Contracts	Spring / Fall leaf bins, general transfer station tipping fees. Screening street sweeping and DBIA wage subsidy for downtown sidewalk clearing \$12,500. Extra litter collection throughout downtown area from Victoria Day to Labour Day.
<b>PERFORMANCE DATA:</b>  Note: Account now contains: - Mtce Roadside Debris & Litter Pickup - Mtce Hardtop Sweeping				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **MTCE - PAVEMENT REPAIRS**

ACCOUNT#: **3100.200**

2016	2016			2017		2017		2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED		FORECAST	FORECAST
0	59,598	312010	Payroll Salaries & Wages	0	*			0	0
0	277	312011	Payroll - Overtime	0				0	0
0	1,009	312015	Payroll Part Time Wages	0	*			0	0
0	16,192	312030	Payroll Fringe Benefits	0	*			0	0
0	112	312031	Payroll Part Time Benefits	0	*			0	0
0	77,188		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0		0	0
1,200	4,409	3120680	Other Equip Maint & Rep	1,200				1,200	1,200
1,500	865	3120691	Equipment Rentals	1,500				1,500	1,500
35,000	19,837	3120820	Other Operating Materials	35,500				36,000	36,500
37,700	25,111		SUB TOTAL MATERIALS	38,200		0		38,700	39,200
108,000	84,070	3120750	Contracts	110,000				112,500	115,000
108,000	84,070		SUB TOTAL CONTRACTED SERVICES	110,000		0		112,500	115,000
145,700	186,369		TOTAL MTCE - PAVEMENT REPAIRS	148,200		0		151,200	154,200

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **MTCE - PAVEMENT REPAIRS**

ACCOUNT #: **3100.200**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To provide preventive maintenance and emergency maintenance to asphalt roads using crack filling and patching.	2017	3120750	Contracts	Northumberland County Agreement - Tar & Chip Pavement Repairs
	2017	3120820	Other Operating Materials	Crackfill material, gravel, cold mix.
<b>PERFORMANCE DATA:</b>				
	2013	2014	2015	2016
Tar & Chip	3.7 km	4.2 km	4.0 km	3.75 km
Note: Account now contains: - Mtce - Pavement Repairs - Mtce - Loosetop Gravel / Shoulders				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **WINTER MAINTENANCE**

ACCOUNT#: **3200.100**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
0	39,346	320110	Payroll Salaries & Wages	0	*		0	0
0	5,184	320111	Payroll - Overtime	0			0	0
0	2,632	320115	Payroll Part Time Wages	0	*		0	0
0	13,478	320130	Payroll Fringe Benefits	0	*		0	0
0	467	320131	Payroll Part Time Benefits	0	*		0	0
0	61,107		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0	0
1,500	370	3201680	Equipment Maintenance	1,500			1,500	1,500
43,000	0	3201750	Contracts	43,000			43,000	43,000
2,000	18,036	3201691	Equipment Rentals	2,000			2,000	2,000
107,000	90,644	3201820	De-icing Materials	109,000			111,000	113,000
-8,000	-3,845	3201991	Recoveries	-8,000			-8,000	-8,000
145,500	105,205		SUB TOTAL MATERIALS	147,500		0	149,500	151,500
145,500	166,312		TOTAL WINTER SNOWPLOWING, SANDING & SALTING	147,500		0	149,500	151,500



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **WINTER - SNOWPLOWING, SANDING  
& SALTING**

ACCOUNT #: **3200.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS	
	YEAR	CODE	OBJECT		
To clear snow and ice build-up on roads as per the Town's Policy 5-1-3.	2017	3201750	Contracts	Moved from equipment rentals, as a portion was snow removal	
	2017	3201691	Equipment Rentals	Contracted equipment rental to supplement Town equipment.	
<b>PERFORMANCE DATA:</b>  Salt Historical (tonnes) 2010      672 to Nov 1 2011      144 to Nov 1 2012      960 to Nov 1 2013      965 to Nov 1 2014      1775 to Nov 1 2015      1560 to Nov 1 2016      1235 to Nov 1  Note: Account now contains: - Winter - Snowplowing, Sanding & Salting - Winter Snow Removal - Sidewalk - Snow Clearing  259 lane kms.	2017	3201820	De-icing Materials	Salt & Brine	
	2017	3201991	Recoveries	Chargebacks to Developers from snow removal	

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **SAFETY DEVICES, INFORMATION  
TRAFFIC CONTROL**

ACCOUNT#: **3100.400**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
0	28,906	314010	Payroll Salaries & Wages	0	*		0	0
0	1,532	314011	Payroll - Overtime	0			0	0
0	1,281	314015	Payroll Part Time Wages	0	*		0	0
0	9,927	314030	Payroll Fringe Benefits	0	*		0	0
0	138	314031	Payroll Part Time Benefits	0	*		0	0
0	41,784		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0	0
6,250	1,018	3140470	Maintenance - Relamping Traffic Lights	1,250			1,250	1,250
12,000	5,486	3140680	Other Equip Maint & Rep	12,000			12,000	12,000
8,000	3,614	3140820	Operating Materials	8,000			8,000	8,000
25,000	22,396	3140840	Utilities	25,500	*		26,000	26,500
-600	-1,095	3140991	Recoveries	-600			-600	-600
50,650	31,419		SUB TOTAL MATERIALS	46,150		0	46,650	47,150
38,000	34,185	3140750	Contracts	39,000	*		39,500	40,000
41,000	38,840	3140751	Contracts - Line Painting	42,000			43,000	44,000
79,000	73,025		SUB TOTAL CONTRACTED SERVICES	81,000	*	0	82,500	84,000
129,650	146,228		TOTAL SAFETY DEVICES	127,150		0	129,150	131,150

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **SAFETY DEVICES, INFORMATION,  
TRAFFIC CONTROL**

ACCOUNT #: **3100.400**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
Maintenance of regulatory and advisory signage, traffic signals and lane marking.	2017	3140470	Maintenance - Relamping Lights	Relamping pedestrian crossing signals from incandescent bulbs to energy efficient LEDs
	2017	3140680	Other Equip Maint & Rep	General maintenance & repairs - \$7,000 Additional: Install left turn advance for Elgin St at Ontario St traffic - \$5,000
<b>PERFORMANCE DATA:</b>  Note: Account now contains: - Street Name Signs - Parking on Streets	2017	3140750	Contracts	Signage, Maintenance CN & CP crossings traffic light maintenance - 50% per Railway Act
	2017	3140751	Contracts - Line Painting	Line Painting Contract

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **SIDEWALKS**

ACCOUNT#: **3600.10**

2016	2016		2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
0	62,258	360110	Payroll Salaries & Wages	0	*	0	0
0	543	360111	Payroll - Overtime	0		0	0
0	4,044	360115	Payroll Part Time Wages	0	*	0	0
0	23,792	360130	Payroll Fringe Benefits	0	*	0	0
0	372	360131	Payroll Part Time Benefits	0	*	0	0
0	91,009		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0
1,500	0	3601751	Weed Control - King Street	1,500		1,500	1,500
160	165	3601680	Other Equip Maint & Rep	170	*	180	190
300	962	3601691	Equipment Rentals	300		300	300
35,700	27,279	3601820	Other Operating Materials	36,000		37,000	38,000
-3,500	-3,471	3601991	Recoveries	-3,500		-3,500	-3,500
34,160	24,935		SUB TOTAL MATERIALS	34,470		35,480	36,490
15,300	1,374	3601750	Contracts	15,600		16,000	16,300
15,300	1,374		SUB TOTAL CONTRACTED SERVICES	15,600		16,000	16,300
49,460	117,318		TOTAL SIDEWALKS	50,070		51,480	52,790

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **SIDEWALKS**

ACCOUNT #: **3600.10**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Preventative maintenance and emergency repairs and sidewalk reconstruction.	2017	3601751	Weed Control - King Street	Weed spraying in the downtown core June and August Downtown Core, King Street, Albert, First, Second, Third, Division
	<b>PERFORMANCE DATA:</b>			
	2017	3601750	Contracts	Street furniture repair, asphalt repair to sidewalk projects. Note: Contracts reduced by \$12,000 for 2015 as pumping contractors not interested in our minimal amount of pumping required.
	2017	3601820	Other Operating Materials	Concrete, gravel, topsoil, sod, grass seed, etc. Note: Other Operating Materials increased by \$7,000. More replacement of sidewalks due to no pumping contractor.
	2017	3601991	Recoveries	Chargeback for sidewalk replacement or repair.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **CROSSING GUARDS**

ACCOUNT#: **3900.100**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
46,757	43,118	390015	Payroll Part Time Wages	46,703			47,404	48,115
7,247	4,208	390030	Payroll Fringe Benefits	7,472	*		8,533	9,623
54,004	47,326		SUB TOTAL SALARIES, WAGES & BENEFITS	54,175		0	55,937	57,738
1,200	807	3900820	Other Operating Materials	1,200			1,200	1,200
1,200	807		SUB TOTAL MATERIALS	1,200		0	1,200	1,200
55,204	48,133		TOTAL CROSSING GUARDS	55,375		0	57,137	58,938

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **CROSSING GUARDS**

ACCOUNT #: **3900.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
<p>To provide a system to control the safe passage of students to and from elementary schools through busy and/or hazardous intersections.</p>				
<p><b>PERFORMANCE DATA:</b></p> <p>Crossings at:</p> <p>William / Burnham / Elgin            Notre Dame (Burnham / Burwash)            Burnham School (Burnham / Elizabeth)            C.R. Gummow (James / D'Arcy)            Cottesmore (in front of school)            St. Joseph's (D'Arcy / Elgin) x 2</p>				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **STREET LIGHTING**

ACCOUNT#: **3950.100**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
315,000	265,959	3950840	Utilities	320,000			330,000	340,000
315,000	265,959		SUB TOTAL MATERIALS	320,000		0	330,000	340,000
60,000	63,841	3950861	Other Maintenance	80,000	*		90,000	90,000
60,000	63,841		SUB TOTAL CONTRACTED SERVICES	80,000	*	0	90,000	90,000
79,020	34,020	3950950	Debenture Payment	76,590			74,160	71,730
79,020	34,020		SUB TOTAL OTHER CHARGES & TRANSFERS	76,590		0	74,160	71,730
454,020	363,820		TOTAL STREET LIGHTING	476,590	*	0	494,160	501,730



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **STREET LIGHTING**

ACCOUNT #: **3950.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To maintain and operate the Municipal Street Lighting system.	2017	3950861	Maintenance	Maintenance as required performed by LUSI. Streetlight pole replacement program, several poles throughout the Town need replacing as identified by LUSI.
<b>PERFORMANCE DATA:</b>	2017	3950950	Debenture Payment	Repayment over a 20 year period to CNI through 2029

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **TRANSIT**

ACCOUNT#: 3800.10

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
11,110	4,039	380010	Payroll Salaries & Wages	11,100			11,500	11,675
2,438	1,113	380030	Payroll Fringe Benefits	3,222	*		3,507	3,794
13,548	5,152		SUB TOTAL SALARIES, WAGES & BENEFITS	14,322	*	0	15,007	15,469
500	1,537	3800150	Office Supplies	500			500	1,000
500	240	3800210	Advertising & Promotions	500			500	500
1,200	1,963	3800220	Printing	1,200			1,200	1,200
2,000	1,930	3800250	Memberships & Subscrip'ns	2,000			2,000	2,000
1,500	137	3800260	Training & Courses	1,000			1,500	1,500
8,325	6,108	3800570	Shelter Maintenance	8,325			8,325	8,325
3,000	10,141	3800680	Other Equip Maint & Rep	3,000			3,000	3,000
5,000	0	3800852	Special Project - Signage / Mapping	0			0	0
0	0 NEW		Special Project - Events	10,000			0	0
22,025	22,056		SUB TOTAL MATERIALS	26,525	*	0	17,025	17,525
11,000	7,535	3800320	Liability Insurance	11,000			11,000	11,000
732,121	633,422	3800750	Contracts	751,300	*		771,050	791,470
743,121	640,957		SUB TOTAL CONTRACTED SERVICES	762,300	*	0	782,050	802,470
115,070	0	3800930	Transfer to Vehicle Reserve	115,070			115,070	115,070
115,070	0		SUB TOTAL OTHER CHARGES & TRANSFERS	115,070		0	115,070	115,070
893,764	668,165		TOTAL TRANSIT	918,217	*	0	929,152	950,534

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **TRANSIT**

ACCOUNT#: 3800.10

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-70,000	-58,275	87021	Fares	-70,000			-70,000	-70,000
-39,000	-39,101	87022	Passes	-39,000			-39,000	-39,000
-35,000	-29,494	87042	Tickets	-35,000			-35,000	-35,000
-3,000	-2,587	87054	Bench Advertising	-3,000			-3,000	-3,000
-187,000		3800992	Provincial Subsidy	-187,000			-187,000	-187,000
-334,000	-129,457		SUB TOTAL RECOVERIES	-334,000		0	-334,000	-334,000
559,764	538,708		NET TO TOWN	584,217	*	0	595,152	616,534

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **TRANSIT**

ACCOUNT #: **3800.10**

STATEMENT OF PURPOSE: To provide Municipal Transit service.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<b>PERFORMANCE DATA:</b>  Number of Rides:  2016 2015 2014      109,244 2013      112,561 2012      107,642 2011      101,930 2010      95,319 2009      77,014 2008      72,000	2017	3800750	Contracts	<b>Conventional Service</b> Monday - Friday - 13.5 hrs x 2 x 5 days x \$64.03/hr \$8,644.05 / wk x 52 = 449,490.60 Saturday Service - 10.5 hrs x 2 days x \$64.03/hr \$1,344.63 x 52 wks = \$69,920.76 Sunday Service - 7 hrs x 2 days x \$64.03/hr \$896.42 x 52 wks = 46,613.84 <b>Total Conventional = 566,025.20</b>  <b>Wheels Service</b> Monday - Friday - 7.5 hrs x 5 days x \$47.97/hr \$1,798.75 x 52 wks = <b>\$93,541.50</b>  <b>Shuttle - Port Hope Transit</b> <b>\$20,000</b>  <b>Taxi Wheels</b> \$5,777.18 x 12 months = <b>\$69,326.16</b>  <b>Dispatch Services after Hours</b> \$2,400  <b>Total = \$751,292.86</b>
	2019	3800150	Office Supplies	New membership cards, ink for printer/pvc cards
	2017	3800250	Subscriptions & Memberships	Canadian Urban Transit - \$1,900
	2017	NEW	Special Project - Special Events	A shuttle for the special events.
	2017	3800992	Provincial Subsidy	Provincial Gas Tax monies
	2017		Revenues	Based on Council approving a rate increase for fares and passes
	2017			

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **PARKING ON LOTS**

ACCOUNT#: **3700.2**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
3,000	3,332	370210	Payroll Salaries & Wages	3,050			3,100	3,170
0	199	370215	Payroll -Part-time Salaries	0			0	0
0	1,266	370230	Payroll Fringe Benefits	0	*		0	0
0	21	370231	Payroll Part-time Benefits	0			0	0
3,000	4,818		SUB TOTAL SALARIES, WAGES & BENEFITS	3,050		0	3,100	3,170
7,100	2,549	3702680	Other Equipment Repair	7,100			7,100	7,100
3,400	2,572	3702840	Utilities	3,400			3,400	3,400
10,500	5,121		SUB TOTAL MATERIALS	10,500		0	10,500	10,500
27,000	28,921	3702750	Contracts	27,000			27,000	29,000
27,000	28,921		SUB TOTAL CONTRACTED SERVICES	27,000		0	27,000	29,000
51,000	50,870	3702540	Rents	51,000			51,000	51,000
51,000	50,870		SUB TOTAL FINANCIAL	51,000		0	51,000	51,000
91,500	89,730		TOTAL PARKING ON LOTS	91,550		0	91,600	93,670

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **PARKING ON LOTS**

ACCOUNT #: **3700.2**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Maintenance of off street parking lots.	2017	3702540	Rents	Old Quigley lot - month to month rental increased in November 2015 Parking lot, east side of outdoor skating rink, 5 year lease. Taxes 185 First Street paid by Town
<b>PERFORMANCE DATA:</b>	2017 / 18 / 19	3702750	Contracts	More equipment and bylaw hours. Parking lot gardens and on-street garden maintenance May 1 - Oct 31.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **PARKING ADMIN AND ENFORCEMENT**

ACCOUNT#: **3700.3**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
38,899	827	370310	Payroll Salaries & Wages	38,899			38,899	38,899
39,000	39,856	370320	Other Salaries & Wages	44,000	*		45,000	46,000
0	335	370330	Payroll Fringe Benefits	0	*		0	0
100	0	370370	Cleaning Allowance	100			100	100
77,999	41,018		SUB TOTAL SALARIES, WAGES & BENEFITS	82,999	*	0	83,999	84,999
1,800	782	3703150	Office Supplies	1,800			1,800	1,800
10,750	0	3703171	Software Maintenance	10,750			10,750	10,750
0	0	NEW	Cell Phone - Handheld Devices	1,155			1,200	1,200
4,000	3,094	3703220	Printing	4,000			4,000	4,000
700	336	3703250	Membership & Subscrip'ns	700			700	700
1,000	605	3703260	Training & Courses	1,000			1,000	1,000
6,000	6,226	3703680	Other Equip Maint & Rep	6,000			6,000	7,000
2,000	1,132	3703681	Pay & Display	2,000			2,000	2,000
138,340	0	3703913	Transfer to Parks/Marina	204,250			205,775	207,300
2,300	4,006	3703919	Bank Service Charges	2,400			2,500	4,000
166,890	16,181		SUB TOTAL MATERIALS	234,055	*	0	235,725	239,750
96,206	0	3703912	Transfer to/from Reserve	72,962			69,176	71,081
96,206	0		SUB TOTAL OTHER CHARGES & TRANSFERS	72,962		0	69,176	71,081
8,405	0	3703550	Payment-in-Lieu of Taxes	9,434			10,500	11,500
8,405	0		SUB TOTAL FINANCIAL	9,434		0	10,500	11,500
349,500	57,199		TOTAL PARKING ADMIN & ENFORCEMENT	399,450	*	0	399,400	407,330
-31,000	-41,810	87026	Parking Lot Revenue - Parking Passes	-41,000	*		-41,000	-41,000
-155,000	-135,110	87027	Parking Fines - Parking Tickets	-155,000			-155,000	-155,000
-165,000	-184,836	87053	Coin Revenue - Victoria Park	-165,000			-165,000	-175,000
-90,000	-161,885	87069	Parking Revenue - Downtown	-130,000			-130,000	-130,000
-441,000	-523,641		TOTAL REVENUE	-491,000	*	0	-491,000	-501,000

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **PARKING ADMIN & ENFORCEMENT**

ACCOUNT #: **3700.3**

STATEMENT OF PURPOSE: To enforce Parking Bylaws.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
<b>PERFORMANCE DATA:</b>	2017	3703171	Software Maintenance	Annual software maintenance fee for new parking management software
	2017	NEW	Cell Phone - Handheld Devices	Handheld devices for new parking software 1 phone for 12 months x \$35/month 3 phones for 7 months x \$35/month
	2017	3703250	Memberships & Subscriptions	Ontario Traffic Council - \$350
	2017	3703680	Other Equip Maint & Rep	Pay & Display machines getting older - parts required / labour / travel
	2017	3703913	Transfer to Parks	Beach Washrooms - 2017 - \$64,250 Parks Revenue - 2017 - \$100,000 Marina - 2017 - \$40,000
	2017	3703919	Bank Service Charges	Increased fees for processing credit cards payments / parking tickets / paid parking



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**PERFORMANCE SUMMARY PARKING ENFORCEMENT**

CATEGORY	2016 ACTUAL	2017 ESTIMATE	2018 ESTIMATE	2019 ESTIMATE
<b>PARKING SPACES PATROLLED</b>				
ON STREET	238	238	238	238
PARKING LOTS	527	527	527	527
TOTAL SPACES	765	765	765	765
NUMBER OF OFFICERS	2/4	2/4	2/4	214
<b>ENFORCEMENT STATS</b>				
POLICE DEPARTMENT	100	100	100	100
FIRE	20	20	200	200
BY-LAW UNIT	7,200	7,200	7,200	7,200
<b>TOTAL</b>	7,320	7,320	7,500	7,500
<b>REVENUES</b>				
TICKET REVENUE	135,110	155,000	155,000	155,000
PARKING PERMITS	41,810	31,000	31,000	35,000
DOWNTOWN COIN REVENUE	161,885	90,000	90,000	100,000
COIN REVENUE - VICTORIA PARK	184,836	165,000	165,000	175,000
DBIA	0	0	0	0
<b>TOTAL REVENUE</b>	523,641	441,000	441,000	465,000

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**ENVIRONMENTAL SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>STORM SEWERS</b>	29,546	20,341	30,625	3.7	0	(100.0)	31,725	32,825
<b>GARBAGE COLLECTION</b>	11,250	1,110	7,100	(36.9)	0	(100.0)	7,150	7,200
<b>TOTAL EXPENDITURES</b>	40,796	21,451	37,725	(7.5)	0	(100.0)	38,875	40,025
LONG TERM DEBT CHARGES	283,500	284,807	160,500	(43.4)	0	(100.0)	118,500	118,500
** Detail in Long Term Debt Charges Section								

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **STORM SYSTEM PUMP HOUSES**

ACCOUNT#: **4200.10**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
2,000	0	4200185	OPX / Alarm Line Charges	2,000			2,000	2,000
2,500	1,687	4200470	Building Maintenance - Exterior	2,500			2,500	2,500
2,500	2,185	4200681	144 Division Storm Maint	2,500			2,500	2,500
3,500	4,731	4200682	519 Division Storm Maint	3,500			3,500	3,500
3,500	1,707	4200683	505 William Storm Maint	3,500			3,500	3,500
12,000	10,031	4200840	Utilities	13,000	*		14,000	15,000
26,000	20,341		SUB TOTAL MATERIALS	27,000	*	0	28,000	29,000
3,546	0	4200541	Payment-in-Lieu Taxes	3,625			3,725	3,825
3,546	0		SUB TOTAL FINANCIAL	3,625		0	3,725	3,825
29,546	20,341		TOTAL STORM SYSTEM PUMP HOUSES	30,625	*	0	31,725	32,825

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **STORM SYSTEM PUMP HOUSES**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To provide preventive and emergency maintenance of the Storm Sewage Pumphouses.	2017	4200185	Alarm Line Charges	Annual monitoring and reporting fee for alarms at Storm Pump Stations.
	2017	4200470	Building Maintenance - Exterior	Repairs to pump station structure
<b>PERFORMANCE DATA:</b>  3 pumping stations/6 pumps.  Stations beginning to show their age. Extra funds budgeted for repairs.	2017	4200681	144 Division St - Division South PS	General repair and upkeep of pump station
	2017	4200682	519 Division St - Division North PS	General repair and upkeep of pump station
	2017	4200683	505 William St Pump Station	General repair and upkeep of pump station
	2017	4200840	Utilities	Cost of heat and hydro at pump stations

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **GARBAGE COLLECTION**

ACCOUNT#: **4300.10**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	697	431010	Payroll Salaries & Wages	0	*	0	0	
0	138	431030	Payroll Fringe Benefits	0	*	0	0	
0	835		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0	0
2,050	275	4310680	Other Equipment Maintenance & Repair	2,100			2,150	2,200
2,050	275		SUB TOTAL MATERIALS	2,100	*	0	2,150	2,200
9,200	0	4310850	Special Contracts	0			0	0
0	0 NEW		Garbage Removal	5,000			5,000	5,000
9,200	0		SUB TOTAL CONTRACTED SERVICES	5,000		0	5,000	5,000
11,250	1,110		TOTAL GARBAGE COLLECTION	7,100		0	7,150	7,200

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **GARBAGE COLLECTION**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
Municipal curbside collection program and operation of Municipal Transfer Station.	2017	4310650	Other Equipment Maintenance & Repairs	Ongoing maintenance and repairs needed on litter and recycling containers throughout the downtown area. Including insert repairs, lock repairs, lid repairs, etc.
	<b>PERFORMANCE DATA:</b>			
	2017	4310850	Special Project	Removed no longer a transfer station at Public Works
	2017	4310480	Garbage Removal	Public Works bin

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**SOCIAL AND FAMILY SERVICES SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>GRANTS &amp; TRANSFERS</b>	43,000	42,209	43,000	0.0		0 (100.0)	21,500	21,500
<b>PHYSICIAN RECRUITMENT</b>	0	0	0	-		0 -	0	0
<b>TOTAL GRANTS &amp; TRANSFERS</b>	43,000	42,209	43,000	0.0		0 (100.0)	21,500	21,500

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **SOCIAL & FAMILY**

FUNCTION/ACTIVITY: **GRANTS & TRANSFERS**

ACCOUNT#: **6100.100**

2016	2016			2017	2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
43,000	42,209	6100940	Grants & Transfers - St Peters Court Apartments	43,000			21,500	21,500
43,000	42,209		SUB TOTAL OTHER CHARGES & TRANSFERS	43,000		0	21,500	21,500
43,000	42,209		TOTAL ST. PETER'S COURT APARTMENTS	43,000		0	21,500	21,500



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **SOCIAL & FAMILY**

FUNCTION/ACTIVITY: **GRANTS & TRANSFERS**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<p>To fund realty taxes for St. Peter's Court. They pay the first \$1,600 of annual tax bill based on agreements which expire in 2015 and 2017. The Town of Cobourg pay the balance of the realty taxes.</p>	2017	6100940	Grants & Transfers - St Peters Court Apartments	<p>The original agreement for Phase 1 was signed in May 1966 and construction took place during 1967 and the first tax bills were issued in 1968.</p> <p>Phase 2 was completed 2 years later.</p> <p>Therefore, 2017 will be the final year of tax relief on Phase 1 and 2019 will be the final year of tax relief on Phase 2.</p> <p>This will complete the obligation of the Municipality for this project and the property will then be subject to full taxation starting with the 2020 taxation year.</p>
<p><b>PERFORMANCE DATA:</b></p> <p>2012 actual taxes \$43,347 less \$1,600 amount of grant = 41,747</p> <p>2013 actual taxes \$43,868 less \$1,600 amount of grant = 42,268</p> <p>2014 actual taxes \$43,942 less \$1,600 amount of grant = \$42,342</p> <p>2015 actual taxes \$43,893 less \$1,600 amount of grant = \$42,293</p> <p>2016 actual taxes \$43,809 less \$1,600 amount of grant = \$42,209</p>				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **SOCIAL & FAMILY**

FUNCTION/ACTIVITY: **PHYSICIAN RECRUITMENT**

ACCOUNT#: **6200.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
17,100	17,100	6200940	Physician Recruitment	17,100			17,100	17,100
-17,100	-17,100	6200991	Recoveries	-17,100			-17,100	-17,100
0	0		SUB TOTAL OTHER CHARGES & TRANSFERS	0	*	0	0	0
0	0		TOTAL PHYSICIAN RECRUITMENT	0	*	0	0	0

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **SOCIAL & FAMILY**

FUNCTION/ACTIVITY: **PHYSICIAN RECRUITMENT**

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>			<b>DETAILS</b>
	<b>YEAR</b>	<b>CODE</b>	<b>OBJECT</b>	
<p>To provide the physician recruitment organization with funding to support a professional recruitment program.</p>	2017/18/19	6200991	Recoveries	Funding provided from Northam Industrial Park transfer.
<p><b>PERFORMANCE DATA:</b></p> <p>Community Physicians Recruitment and Retention Committee have provided a four year plan for 2015 - 2018.</p> <p>Assumption that 2019 funding will be required at the same amount.</p>				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**PARKS AND RECREATIONAL FACILITIES SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>PARKS</b>								
ADMINISTRATION	1,375,620	640,673	1,527,743	11.1	0	(100.0)	1,567,601	1,608,367
OPERATING	575,169	1,185,755	571,828	(0.6)	0	(100.0)	577,083	585,402
SUBTOTAL PARKS EXP.	1,950,789	1,826,428	2,099,571	7.6	0	(100.0)	2,144,684	2,193,769
PARKS REVENUE	-103,990	-37,151	-136,490	31.3	0	(100.0)	-136,490	-136,490
<b>NET PARKS</b>	1,846,799	1,789,277	1,963,081	6.3	0	(100.0)	2,008,194	2,057,279
<b>AQUATICS LIFEGUARDS</b>								
	185,000	190,285	207,000	11.9	0	(100.0)	200,000	205,000
<b>OUTDOOR RINK</b>								
	29,600	29,299	36,800	24.3	0	(100.0)	30,800	30,800
<b>LEGION FIELDS</b>								
LEGION FIELDS EXP.	21,115	26,775	25,815	22.3	0	(100.0)	20,915	21,115
LEGION FIELDS REVENUE	-9,000	-7,815	-9,000	0.0	0	(100.0)	-9,000	-9,000
NET LEGION FIELDS	12,115	18,960	16,815	38.8	0	(100.0)	11,915	12,115
<b>MARINA</b>								
MARINA EXPENDITURES	618,600	560,347	684,080	10.6	0	(100.0)	693,730	704,380
MARINA REVENUE	-618,600	-660,632	-684,080	10.6	0	(100.0)	-693,730	-704,380
NET MARINA	0	-100,285	0	0.0	0	0.0	0	0
<b>DREDGE</b>								
DREDGE EXPENDITURES	50,000	154,248	50,000	0.0	0	(100.0)	50,000	50,000
DREDGE REVENUE	-50,000	-67,941	-50,000	0.0	0	(100.0)	-50,000	-50,000
NET MARINA	0	86,307	0	0.0	0	0.0	0	0
<b>TOURIST PARK (TRAILER PARK)</b>								
TOURIST PARK EXP.	153,093	101,673	148,964	(2.7)	0	(100.0)	165,600	170,393
TOURIST PARK REVENUES	-261,150	-279,425	-269,480	3.2	0	(100.0)	-272,920	-276,100
NET TOURIST PARK	-108,057	-177,752	-120,516	11.5	0	(100.0)	-107,320	-105,707
<b>BEACH WASHROOMS</b>								
	0	57,894	0	-	0	-	0	0

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**PARKS AND RECREATIONAL FACILITIES SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>WALKWAY</b>	49,812	51,802	58,481	17.4	0	(100.0)	65,015	66,518
<b>ARENA</b>								
ARENA EXPENDITURES	356,315	261,765	364,091	2.2	0	(100.0)	373,574	390,366
ARENA REVENUE	-255,212	-219,796	-276,438	8.3	0	(100.0)	-279,801	-285,718
NET ARENA	101,103	41,969	87,653	(13.3)	0	(100.0)	93,773	104,648
<b>COMMUNITY CENTRE</b>								
COMMUNITY CENTRE EXP	2,200,603	1,879,250	2,282,922	3.7	0	(100.0)	2,335,775	2,377,502
COMMUNITY CENTRE REV	-1,205,620	-1,082,751	-1,254,669	4.1	0	(100.0)	-1,229,136	-1,243,156
NET COMMUNITY CENTRE	994,983	796,499	1,028,253	3.3	0	(100.0)	1,106,639	1,134,346
<b>SENIORS ACTIVITY CENTRE</b>								
SENIORS ACTIVITY CENTRE EXP	111,861	71,430	118,896	6.3	0	(100.0)	123,744	127,293
SENIORS ACTIVITY CENTRE REV	-63,850	-62,501	-66,200	3.7	0	(100.0)	-66,100	-66,350
NET SENIORS ACTIVITY CENTRE	48,011	8,929	52,696	9.8	0	(100.0)	57,644	60,943
<b>TOTAL PARKS &amp; RECREATION</b>								
TOTAL PARKS & REC EXP	5,726,788	5,211,196	6,076,620	6.1	0	(100.0)	6,203,837	6,337,136
TOTAL PARKS & REC REVENUE	-2,567,422	-2,418,012	-2,746,357	7.0	0	(100.0)	-2,737,177	-2,771,194
NET PARKS & RECREATION	3,159,366	2,793,184	3,330,263	5.4	0	(100.0)	3,466,660	3,565,942
LONG TERM DEBT CHARGES	0	276,036	64,200	-	0	-	100,700	151,800
** Detail in Long Term Debt Charges Section								

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS - REVENUE**

ACCOUNT#: **880**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-17,490	-17,076	8802	Victoria Park Canteen	-17,490	*		-17,490	-17,490
-74,000	0	8804	Parking Revenue	-100,000			-100,000	-100,000
-6,500	-13,047	8806	User Fees	-12,000			-12,000	-12,000
-5,000	-5,000	8809	Donation From DBIA - For Baskets	-5,000	*		-5,000	-5,000
-1,000	-2,028	88011	Beach Rentals	-2,000			-2,000	-2,000
-103,990	-37,151		TOTAL PARKS RECEIPTS	-136,490		0	-136,490	-136,490
1,717,720	1,584,791		TOTAL PARKS EXPENDITURES	1,879,943	*	0	1,921,201	1,966,367
1,613,730	1,547,640		COST TO TOWN	1,743,453	*	0	1,784,711	1,829,877

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS REVENUE**

ACCOUNT #: 880

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
Various park facilities generate revenue to offset some of the operating costs of the parks department.	2017	8804	Parking Revenue	A portion of funds collected through parking meters and fines in Victoria Park area are returned to the Parks budget to assist with maintenance costs.
	2017	8806	User Fees	Rentals for Pavilion in Victoria Park
<b>PERFORMANCE DATA:</b>	2017	8809	Donation from DBIA	To assist with downtown beautification flower baskets
	2017	88011	User Fees	Beach Rentals

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS ADMINISTRATION**

ACCOUNT#: **7200.20**

2016	2016		2017	2017	2018	2019		
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST	
709,045	304,853	721010	Payroll Salaries & Wages	814,503	*	826,719	839,122	
26,182	13,799	721011	Payroll - Overtime	26,182		26,575	26,973	
10,105	11,507	721012	Payroll - Standby	10,105		10,257	10,410	
143,514	49,082	721015	Payroll - Part-time	158,432		160,808	163,220	
236,129	85,652	721030	Payroll Fringe Benefits	256,972	*	278,097	299,798	
22,245	5,220	721031	Payroll Fringe Benefits - Part-time	25,349		28,945	32,644	
2,700	0	721050	Clothing	2,700		2,700	2,700	
1,200	1,728	721060	Footwear	1,200		1,200	1,200	
1,000	775	721080	Meal Allowance	1,000		1,000	1,000	
1,152,120	472,616		SUB TOTAL SALARIES, WAGES & BENEFITS	1,296,443	*	0	1,336,301	1,377,067
600	1,379	7210150	Office Supplies	600		600	600	
4,800	7,140	7210180	Telephone & Answering Svc	4,800		4,800	4,800	
1,000	0	7210190	Communication License	1,000		1,000	1,000	
400	420	7210210	Advertising & Promotion	400		400	400	
700	1,432	7210250	Memberships & Subscrip'ns	700		700	700	
4,200	8,961	7210260	Training & Courses	10,000	*	10,000	10,000	
8,500	6,678	7210450	Heat	8,500		8,500	8,500	
8,500	11,802	7210460	Utilities	8,500		8,500	8,500	
1,000	2,447	7210470	Building Maintenance	1,000		1,000	1,000	
45,000	51,825	7210600	Vehicle Maintenance	50,000	*	50,000	50,000	
40,000	36,396	7210650	Gasoline	40,000		40,000	40,000	
4,300	8,359	7210670	Small Equipment Purchases	4,300		4,300	4,300	
4,500	8,534	7210850	Special Project - Blue Flag	1,500		1,500	1,500	
0	0 NEW		Special Project - YMCA PCC - Feasibility Study	35,000		0	0	
0	0 NEW		Recoveries - Holdco	-35,000		0	0	
123,500	145,373		SUB TOTAL MATERIALS	131,300	*	0	131,300	131,300
30,000	22,684	7210320	Liability Insurance	30,000		30,000	30,000	
30,000	22,684		SUB TOTAL CONTRACTED SERVICES	30,000		0	30,000	30,000
0	0	7210540	Rents	0	*	0	0	
0	0		SUB TOTAL FINANCIAL	0	*	0	0	
70,000	0	7210930	Transfer to Vehicle Reserve	70,000		70,000	70,000	
70,000	0		SUB TOTAL OTHER CHARGES & TRANSFERS	70,000		0	70,000	70,000
1,375,620	640,673		TOTAL PARKS ADMINISTRATION	1,527,743	*	0	1,567,601	1,608,367



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS ADMINISTRATION**

ACCOUNT #: **7200.20**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To manage and maintain the Parks System for the Corporation.	2017	721010	Payroll Salaries & Wages	New position - Director of Parks & Recreation Additional Parks Attendant to replace person which moved to supervisor In 2016 all salaries parks salaries placed in this line item
	<b>PERFORMANCE DATA:</b>			
Responsible for all park facilities and employees.	2017	7210250	Memberships & Subscriptions	Ontario Parks Association - \$691
	2017	7210260	Training & Courses	Horticultural, chainsaw, steer skidder and Book 7 MTO training & courses Jason Johns attending Management Training 2nd yr
	2017	7210450	Heat	Increased building footage
	2017	7210460	Utilities	Increased building footage
	2017	7210600	Vehicle Maintenance	Maintenance of parks department vehicle fleet, dump trucks, 1/2 tons, mower, beach rake, diamond groomer, etc. - \$47,000 Vehicle Maintenance Program mandatory \$3,000
	2017	7210850	Special Project - Blue Flag	International Beach Destination of High Standards project approved by Council, monies for signage and flags
	2017	NEW	Special Project - YMCA PCC - Feasibility Study	Cost \$70,000 - 50% cost-share with YMCA

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **HORTICULTURE**

ACCOUNT#: **7200.20**

2016	2016		2017	2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
0	84,690	722010	Payroll Salaries & Wages	0	*	0	0
0	16,332	722011	Payroll - Overtime	0		0	0
0	43,213	722015	Payroll Part Time Wages	0	*	0	0
0	27,267	722030	Payroll Fringe Benefits	0	*	0	0
0	5,135	722031	Payroll Students Benefits	0	*	0	0
0	176,637		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0
16,000	11,811	7220450	Heat	16,300		16,600	16,700
5,000	6,327	7220460	Utilities	5,100	*	5,200	5,300
6,000	11,812	7220470	Building Maintenance	16,000	*	6,000	6,000
3,000	1,906	7220475	Ecology Garden Maintenance	0		0	0
25,000	28,881	7220505	Horticulture Supplies	27,000	*	27,000	28,000
15,000	8,122	7220550	Horticulture - Downtown Beautification	15,000		15,000	15,000
10,000	9,704	7220850	Special Project - Communities in Bloom	10,000		10,000	10,000
80,000	78,563		SUB TOTAL MATERIALS	89,400	*	0	79,800
80,000	255,200		TOTAL HORTICULTURE	89,400	*	0	79,800

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **HORTICULTURE**

ACCOUNT #: **7200.20**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
Municipal beautification.	2017	7220470	Building Maintenance	Regular maintenance occasional unforeseen expenses Plastic needs replacing (storms), furnace failure \$6,000 Additional: Greenhouse generator hook up - \$5,000 Heat / Exchanger mould - \$5,000
<b>PERFORMANCE DATA:</b> 3 season planting Downtown beautification Greenhouse complex Sensory Garden	2017	7220505	Horticultural Supplies	This line item includes: Seed Cuttings Fertilizer Plant Medium Containers Biological Control Seniors Program Plants, bulbs, shrubs and trees
	2017	7220550	Property Improvements - Annual Beautification	Downtown baskets
	2017	7220850	Special Project - Communities in Bloom	The cost to belong to Communities in Bloom is about \$650 annually. Staff feel that to participate in this program \$10,000 is needed in 2017, 2018 and 2019 for community involvement and to set up a working group. Council motion approved. Competing in National in 2017.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS MAINTENANCE**

ACCOUNT#: **7200.30**

2016	2016		2017	2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
0	210,940	723010	Payroll Salaries & Wages	0	*	0	0
0	24,073	723011	Payroll - Overtime	0		0	0
0	108,630	723015	Payroll Part Time Wages	0	*	0	0
0	76,081	723030	Payroll Fringe Benefits	0	*	0	0
0	12,769	723031	Payroll Part Time Benefit	0	*	0	0
0	432,493		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0
62,000	73,911	7230460	Utilities	70,000	*	73,000	76,000
24,500	2,484	7230470	Building Maintenance	17,500		17,500	17,500
3,000	5,010	7230475	Signs	3,000		3,000	3,000
2,500	9,720	7230500	Cleaning Maintenance	10,000	*	10,000	10,000
7,500	4,382	7230510	Electrical Repairs	7,500		7,500	7,500
8,200	2,973	7230520	Plumbing Repairs	5,000		5,000	5,000
7,000	8,892	7230570	Property Improvements	5,000		5,000	5,000
4,000	2,068	7230691	Equipment Rental	4,000		4,000	4,000
118,700	109,440		SUB TOTAL MATERIALS	122,000	*	0	125,000
28,000	18,875	7230480	Garbage Removal	29,000	*	30,000	30,000
45,000	42,322	7230750	Bylaw Enforcement	45,000		45,000	45,000
73,000	61,197		SUB TOTAL CONTRACTED SERVICES	74,000		0	75,000
18,400	20,103	7230540	Rent - Dog Park	18,400		18,400	18,400
18,400	20,103		SUB TOTAL FIINANCIAL	18,400		0	18,400
210,100	623,233		TOTAL PARKS MAINTENANCE	214,400	*	0	218,400

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS MAINTENANCE**

ACCOUNT #: **7200.30**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To manage and maintain all large and small parks and all buildings and facilities located therein including the operations building.	2017	7230470	Building Maintenance	Regular Maintenance - \$12,500 Additional Projects: Maintenance/Repairs - \$5,000
<b>PERFORMANCE DATA:</b>				
Beach Groomings (20 Small Parks)	2017	7230540	Rent - Dog Park	Rental of Dog Park - \$1,526.40 / month
Canteens				
Buildings	2017	7230570	Property Improvements	To keep ongoing stock of tables and benches - \$4,000
Playgrounds				Additional: Repair 10 existing moluk garbage containers
Centennial Swimming Pool - Start/Close				
Garbage Pick Up				
Special Events	2017	7230750	Bylaw Enforcement	Enhanced parking and bylaw enforcement for Victoria Park per Council directive.
Spray Pad				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FORESTRY SERVICES**

ACCOUNT#: **3100.110**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
59,961	71,055	311110	Payroll Salaries & Wages	60,950			61,864	62,793
2,500	8,149	311111	Payroll - Overtime	2,500			2,538	2,575
8,362	7,588	311115	Payroll Part Time Wages	8,498			8,625	8,754
20,300	23,140	311130	Payroll Fringe Benefits	19,670			21,253	22,879
1,296	617	311131	Payroll Part Time Benefits	1,360	*		1,553	1,751
92,419	110,549		SUB TOTAL SALARIES, WAGES & BENEFITS	92,978		0	95,833	98,752
250	222	311150	Office Supplies	250			250	250
650	695	311250	Memberships & Subscriptions	650			650	650
750	796	311260	Training & Courses	750			750	750
2,500	773	311650	Gasoline	2,500			2,500	2,500
2,500	2,698	311680	Other Equip Maint & Repairs	2,500			2,500	2,500
50,000	34,433	311853	Special Project - Emerald Ash	25,000			50,000	50,000
5,000	1,168	311854	Special Project - Open Space Maintenance	5,000			5,000	5,000
5,000	5,000	311855	Special Project - Forest Inventory Program	5,000			5,000	5,000
3,000	2,600	311856	Special Project - Neighbor Wood Program	3,000			3,000	3,000
69,650	48,385		SUB TOTAL MATERIALS	44,650		0	69,650	69,650
20,000	39,931	311750	Contracts - Tree Planting	45,000	*		20,000	20,000
11,000	6,364	311751	Contracts - Emergency Removals Hazards	12,000			13,000	14,000
50,000	36,408	311753	Contracts - Tree Maintenance	35,000			35,000	35,000
81,000	82,703		SUB TOTAL CONTRACTED SERVICES	92,000	*	0	68,000	69,000
-10,000		311852	Transfer - Tree Levy Reserve	-10,000			-10,000	-10,000
-10,000	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-10,000	*	0	-10,000	-10,000
233,069	241,637		TOTAL ROADSIDE TREE TRIMMING	219,628		0	223,483	227,402

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FORESTRY SERVICES**

ACCOUNT #: **3100.110**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To ensure no trees are a potential risk/liability. To replace/plant new trees in areas where trees have been removed/not provided.	2017	3111250	Memberships & Subscriptions	ISA Dues - \$400 ISAO - \$250
	2017	3111853	Special Project - Emerald Ash	Education and removal of Ash trees. Replacement of Ash Trees in Tree Planting #3111750
<b>PERFORMANCE DATA:</b>				
Trees	2014	2015	2016	
Removed	163 +/-	119	96	
Planted	2111	150	175	
Feed/Preserve	300	275	1325	
Prune	740	857	520	
Mulch	908	276	394	
Service Requests	360	252	174	
Inspections	579	811	744	
Mulch - Right of Way and Parks trees				
Planting - Total 2111				
- 91 60-70mm trees, Fall Plant and Donation				
- +/- 2020 TD Grant and GLF Grant				
	2017	3111854	Special Project - Open Space Maintenance	Maintain open space
	2017	3111855	Special Project - Forest Inventory Program	GIS inventory for maintenance of public trees.
	2017	3111856	Special Project - Neighbor Wood Program	Education program of health of private trees.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS ATHLETIC FACILITIES**

ACCOUNT#: **7200.40**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	0	724010	Payroll Salaries & Wages	0	*		0	0
0	0	724011	Payroll - Overtime	0			0	0
0	0	724015	Payroll Part Time Wages	0	*		0	0
0	0	724030	Payroll Fringe Benefits	0	*		0	0
0	0	724031	Payroll Part Time Benefit	0	*		0	0
0	0		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0	0
15,000	23,157	7240475	Athletics Field Mtce	16,500	*		15,000	15,000
8,000	200	7240570	Property Improvements	0			0	0
23,000	23,357		SUB TOTAL MATERIALS	16,500		0	15,000	15,000
6,000	7,520	7240551	Port-A-Potties	7,000			7,000	7,000
6,000	7,520		SUB TOTAL CONTRACTED SERVICES	7,000	*	0	7,000	7,000
29,000	30,877		TOTAL PARKS ATHLETIC FACILITIES	23,500		0	22,000	22,000

12/29/16

\*Indicates increase over previous year



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **ATHLETIC FACILITIES**

ACCOUNT #: **7200.40**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To manage and maintain all ball diamonds located within our Parks System.	2017	7240475	Athletic Field Maintenance	Supplies and material for sporting and playground facilities  Field talc Line Paint Surfacing Materials Playground Equipment Irrigation
<b>PERFORMANCE DATA:</b>  15 Ball Diamonds (2 with lights) 10 Soccer Fields (1 with lights) 6 Tennis Courts (lights) 1 Basketball Court at Fitzhugh 13 Playgrounds maintained and inspected to CAW / CSA Z614-98 Beach Volleyball Splash Pad Rugby Field	2017	7240551	Port-A-Potties	Additional: Replace the switch and time at the Tennis Courts at Coverdale and Sinclair Park, as the timers do not shut off when programmed.  2 additional port-a-potties at Donegan Park New locations Peace Park and Victoria Park

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS TURF MAINTENANCE**

ACCOUNT#: **7200.50**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	0	725010	Payroll Salaries & Wages	0	*		0	0
0	0	725011	Payroll Overtime	0			0	0
0	0	725015	Payroll Part Time Wages	0	*		0	0
0	0	725030	Payroll Fringe Benefits	0	*		0	0
0	0	725031	Payroll Part Time Benefit	0	*		0	0
0	0		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0	0
6,000	7,220	7250600	Vehicle & Equipment Mtce	8,000	*		6,000	6,000
6,000	7,220		SUB TOTAL MATERIALSS	8,000	*	0	6,000	6,000
6,000	7,220		TOTAL PARKS TURF MAINTENANCE	8,000	*	0	6,000	6,000

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS TURF MAINTENANCE**

ACCOUNT #: **7200.50**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
<p>To manage and maintain all Turf areas under our jurisdiction. Including all roadside cutting.</p>	2017	7250600	Vehicle & Equipment Maintenance	Additional Maintenance - move generator from old Public Works building to greenhouse
<p><b>PERFORMANCE DATA:</b></p> <p>Cutting and trimming approximately 280 acres of turf:</p> <ul style="list-style-type: none"> <li>- Fertilizing</li> <li>- Weed Control</li> <li>- Aerating</li> <li>- Top Dressing</li> <li>- IPM Program</li> <li>- ODC</li> </ul>				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CENTENNIAL POOL**

ACCOUNT#: **7200.60**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
5,000	1,676	7260450	Heat	5,000			5,000	5,000
8,000	7,460	7260460	Utilities	8,200	*		8,400	8,600
20,000	16,290	7260570	Property Improvements	6,700			10,000	10,000
4,000	2,162	7260580	Materials Repair	4,000			4,000	4,000
-20,000	0	7260913	Recoveries - Holdco Reserve	-7,000			0	
17,000	27,588		SUB TOTAL MATERIALS	16,900		0	27,400	27,600
17,000	27,588		TOTAL CENTENNIAL POOL	16,900		0	27,400	27,600

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CENTENNIAL POOL**

ACCOUNT #: **7200.60**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Maintenance on Centennial Pool, built in 1967.				YMCA staff maintain and operates programs at Centennial Pool. Town owned facility.
	2017	7260570	Property Improvements	\$5,000 - Architectural Assessment \$700 - Spinal board \$1,000 - Sun Shelter
PERFORMANCE DATA:				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: AQUATICS LIFEGUARDS

ACCOUNT#: **7650.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
165,000	170,285	7650940	Lifeguards & Supplies	175,000	*		180,000	185,000
20,000	20,000	7650941	Grants & Transfers	20,000			20,000	20,000
0	0		NEW Special Project - Lifeguard Chairs	12,000			0	0
185,000	190,285		SUB TOTAL OTHER CHARGES & TRANSFERS	207,000	*	0	200,000	205,000
185,000	190,285		TOTAL FITNESS CENTRE	207,000	*	0	200,000	205,000

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: AQUATICS LIFEGUARDS

ACCOUNT#: 7650.100

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To provide lifeguarding services at Victoria Beach and Centennial Pool.	2017	7650940	Lifeguards & Supplies	Lifeguarding services at Victoria Beach and Centennial Pool.
	2017	7650941	Grants & Transfers	
<b>PERFORMANCE DATA:</b>				
Funding History				
1999	138,155			
2000	138,155			
2001	138,155			
2002	150,195			
2003	150,195			
2004	150,195			
2005	150,195			
2006	150,195			
2007	150,195			
2008	160,000			
2009	160,000			
2010	162,000			
2011	166,500			
2012	167,584			
2013	177,613			
2014	185,585			
2015	170,000			
2016	165,000			

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **OUTDOOR RINK**

ACCOUNT#: **7200.70**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	474	727015	Payroll Full Time Wages	0	*		0	0
0	745	727011	Overtime	0			0	0
0	232	727031	Payroll FT Time Benefits	0	*		0	0
0	1,451		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0	0
17,000	14,189	7270460	Utilities	17,000			17,000	17,000
300	94	7270600	Vehicle Maint & Repairs	500	*		500	500
2,300	348	7270670	Other Equipment Purchases	2,300			2,300	2,300
1,500	3,547	7270680	Other Equipment Maint & Repairs	1,500			1,500	1,500
7,000	8,632	7270681	Setup / Tear Down	8,000	*		8,000	8,000
0	0	NEW	Special Project - Butterfly Wings Replacement	6,000			0	0
28,100	26,810		SUB TOTAL MATERIALS	35,300	*	0	29,300	29,300
1,500	1,038	7270320	Liability Insurance	1,500			1,500	1,500
1,500	1,038		SUB TOTAL CONTRACTED SERVICES	1,500		0	1,500	1,500
29,600	29,299		TOTAL OUTDOOR RINK	36,800		0	30,800	30,800

12/29/16

\*Indicates increase over previous year



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **OUTDOOR RINK**

ACCOUNT #: **7200.70**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
Maintenance and operation of fountain / rink facility at Rotary Waterfront Park.	2017	7270320	Liability Insurance	Allocation of liability insurance to this budget.
	2017	7270680	Other Equipment Maint & Repairs	Repairs as per regular maintenance schedule.
	2017	NEW	Special Project - Butterfly Wings Replacement	Butterfly wings are in need of replacement, this project usually happens every 4-5 years.
PERFORMANCE DATA:				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **LEGION FIELDS - REVENUE**

ACCOUNT#: **882**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-3,500	-5,155	8821	Regular Season Play	-3,500			-3,500	-3,500
-5,000	-1,775	8822	Tournaments	-5,000			-5,000	-5,000
-500	-885	8824	Canteen	-500			-500	-500
-9,000	-7,815		TOTAL LEGION FIELDS REVENUE	-9,000		0	-9,000	-9,000
21,115	26,775		TOTAL LEGION FIELDS EXPENDITURES	25,815	*	0	20,915	21,115
12,115	18,960		NET TO TOWN	16,815	*	0	11,915	12,115

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **LEGION FIELDS**

ACCOUNT#: **7450.100**

2016	2016		2017	2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
0	0	745010	Payroll Full Time Wages	0	*	0	0
0	0	745011	Payroll - Overtime	0		0	0
0	0	745015	Payroll Part Time Wages	0	*	0	0
0	0	745030	Payroll Full Time Benefits	0	*	0	0
0	0	745031	Payroll Part Time Benefit	0	*	0	0
0	0		SUB TOTAL SALARIES, WAGES & BENEFITS	0	*	0	0
3,600	3,021	7450450	Heat	3,700	*	3,800	3,900
7,500	16,919	7450460	Utilities	7,500		7,500	7,600
2,500	1,958	7450470	Building Maintenance	2,000		2,000	2,000
215	0	7450500	Cleaning Supplies	215		215	215
400	1,000	7450510	Electrical Repairs	5,400	*	400	400
400	1,453	7450520	Plumbing Repairs	400		400	400
4,500	869	7450570	Diamond Maintenance	4,500		4,500	4,500
19,115	25,220		SUB TOTAL MATERIALS	23,715	*	0	18,815
2,000	1,555	7450320	Liability Insurance	2,100		2,100	2,100
2,000	1,555		SUB TOTAL CONTRACTED SERVICES	2,100	*	0	2,100
21,115	26,775		TOTAL LEGION FIELDS	25,815	*	0	20,915

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **LEGION FIELDS**

ACCOUNT#: 7450.100

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To manage and maintain a (3) three softball diamond facility.				Cobourg and Port Hope baseball have amalgamated into one league. Will use Legion Fields.
<b>PERFORMANCE DATA:</b>  Hosted numerous provincial and OASA tournaments	2017	74503220	Liability Insurance	Allocation of liability insurance to this budget.
	2017	7450470	Building Maintenance	General maintenance - \$2,000
	2017	7450510	Electrical Repairs	General maintenance - \$400 Additonal: Parking Lot Light Heads replacement with LED because there is a concern about being too dark. - \$5,000

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **MARINA**

ACCOUNT#: **883**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-130,000	-154,561	8831	Transient Fees	-140,000			-142,000	-145,000
-267,000	-268,713	8832	Seasonal Fees	-270,000	*		-275,000	-280,000
-30,000	-23,474	8833	Winter Storage	-30,000	*		-30,000	-30,000
-5,000	-5,690	8834	Sewage Pumpout Fees	-5,800			-6,150	-6,300
-160,000	-176,416	8835	Fuel Sales	-165,000			-167,000	-169,000
-7,000	-7,751	8836	Miscellaneous	-8,000			-8,000	-8,200
-2,000	-4,115	8837	Launching Fees	-3,000			-3,100	-3,200
-14,000	-12,141	8838	Liftout - in	-14,000	*		-14,000	-14,000
-1,500	-1,655	8839	Beverage Revenue	-1,500	*		-1,500	-1,500
-1,800	-2,371	88310	Marina Brochure Advertising	-2,880			-2,880	-2,880
-300	72	88311	Finance Charges	-100			-100	-100
0	-3,817		Reservation Fees	-3,800			-4,000	-4,200
0	0		Parking Fees	-40,000			-40,000	-40,000
-618,600	-660,632		TOTAL MARINA REVENUES	-684,080		0	-693,730	-704,380
618,600	560,347		TOTAL MARINA EXPENDITURES	684,080	*	0	693,730	704,380
0	-100,285		NET TO TOWN	0	*	0	0	0

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **MARINA**

ACCOUNT#: 7300.10

2016	2016		2017	2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
128,754	141,447	731010	Payroll - Full-time Wages	127,543		129,456	131,398
0	12,033	731011	Payroll - Overtime	0		0	0
83,686	70,006	731015	Payroll Part Time Wages	84,976		86,251	87,544
41,412	45,540	731030	Payroll - Full-time Benefits	37,516		40,751	44,074
12,971	6,942	731031	Payroll Part Time Benefit	13,596 *		15,525	17,509
1,200	1,313	731050	Clothing	1,200		1,200	1,200
268,023	277,281		SUB TOTAL SALARIES, WAGES & BENEFITS	264,831	0	273,183	281,725
800	366	7310150	Office Supplies	800		800	800
1,350	1,641	7310175	Internet Costs	1,350		1,350	1,400
2,100	1,634	7310180	Telephone & Answering Svc	2,100		2,100	2,100
3,000	2,327	7310210	Advertising & Promotions	3,000		3,000	3,000
1,500	1,862	7310220	Printing	1,500		1,500	1,500
300	528	7310240	Postage	300		300	300
1,100	1,803	7310250	Membership & Subscrip'ns	1,100		1,100	1,100
5,000	5,268	7310260	Training & Courses	5,000		5,000	5,000
1,500	1,279	7310270	Travel Expense	1,500		1,500	1,500
1,250	1,508	7310380	Conferences & Conventions	1,250		1,250	1,250
2,500	3,429	7310392	Ice Purchase	2,500		2,500	2,500
5,000	3,371	7310450	Heat	5,000		5,000	5,000
24,000	23,256	7310460	Utilities	24,500 *		25,000	25,500
10,000	4,785	7310470	Building Maintenance	10,000		10,000	10,000
6,500	5,540	7310500	Custodial/Cleaning Supplies	6,500		6,500	6,700
25,000	22,189	7310551	Dock Repair & Maintenance	25,000		25,000	25,000
50,000	0	7310552	Marina Dredging	50,000		50,000	50,000
135,000	146,677	7310650	Gasoline	132,000		133,600	135,200
3,000	2,491	7310670	Other Equipment Purchases	3,200 *		3,200	3,200
7,700	5,459	7310680	Other Equip Maint & Rep	7,700		7,700	7,000
1,500	537	7310691	Small Equip Maint & Rep	1,500		1,500	1,500
1,400	1,296	7310830	Beverage Purchase	1,400		1,400	1,400
0	0	7310851	Special Project - Wireless Internet	5,000		0	0
0	0		NEW Special Project - Online Reservation Software	3,200		0	0
13,000	13,139	7310919	Bank Service Fees Visa / MC / POS	13,000		13,000	13,000
-8,600	-4,034	7310991	Recoveries	-8,600		-8,600	-8,600
10,000	9,889	7310853	Special Project - Surveillance System	3,000		0	0
15,000	0	7310854	Special Project - West Harbour Plan	0		0	0
318,900	256,240		SUB TOTAL MATERIALS	302,800	0	293,700	295,350

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **MARINA**

ACCOUNT#: **7300.10**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
8,200	6,196	7310320	Liability Insurance	8,500	*		8,500	8,500
1,500	1,998	7310480	Garbage Removal	2,000	*		2,100	2,200
7,300	6,857	7310550	Security Contract	7,700	*		7,700	7,700
2,100	1,675	7310750	Contracts	2,100			2,100	2,100
12,500	10,100	7310751	Liftout - In	12,500			12,500	12,500
31,600	26,826		SUB TOTAL CONTRACTED SERVICES	32,800	*	0	32,900	33,000
77	0	7310912	Transfer to/From Reserve Funds	83,649	*		93,947	94,305
77	0		SUB TOTAL OTHER CHARGES & TRANSFERS	83,649	*	0	93,947	94,305
618,600	560,347		TOTAL MARINA	684,080	*	0	693,730	704,380

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **MARINA**

ACCOUNT #: **7300.100**

STATEMENT OF PURPOSE: Operation of a small craft Marina. at Rotary Waterfront Park.			HIGHLIGHTS/EXPLANATIONS:																																																																		
			YEAR	CODE	OBJECT	DETAILS																																																															
<b>PERFORMANCE DATA:</b>  <table border="1"> <thead> <tr> <th>YEAR</th> <th>TRANSIENT VISITORS</th> <th>DOLLARS</th> </tr> </thead> <tbody> <tr><td>1997</td><td>4180</td><td>\$102,019</td></tr> <tr><td>1998</td><td>4400</td><td>\$114,420</td></tr> <tr><td>1999</td><td>4500</td><td>\$111,800</td></tr> <tr><td>2000</td><td>4400</td><td>\$105,420</td></tr> <tr><td>2001</td><td>4500</td><td>\$105,480</td></tr> <tr><td>2002</td><td>4600</td><td>\$107,100</td></tr> <tr><td>2003</td><td>4500</td><td>\$105,590</td></tr> <tr><td>2004</td><td>4600</td><td>\$110,372</td></tr> <tr><td>2005</td><td>4700</td><td>\$116,022</td></tr> <tr><td>2006</td><td>4500</td><td>\$114,984</td></tr> <tr><td>2007</td><td>4600</td><td>\$121,543</td></tr> <tr><td>2008</td><td>4400</td><td>\$118,164</td></tr> <tr><td>2009</td><td>4500</td><td>\$137,758</td></tr> <tr><td>2010</td><td>4500</td><td>\$139,894</td></tr> <tr><td>2011</td><td>4000</td><td>\$128,343</td></tr> <tr><td>2012</td><td>3800</td><td>\$131,141</td></tr> <tr><td>2013</td><td>3873</td><td>\$139,306</td></tr> <tr><td>2014</td><td>3724</td><td>\$125,868</td></tr> <tr><td>2015</td><td>Unavailable</td><td>\$128,690</td></tr> <tr><td>2016</td><td>3413</td><td>\$154,561</td></tr> </tbody> </table>			YEAR	TRANSIENT VISITORS	DOLLARS	1997	4180	\$102,019	1998	4400	\$114,420	1999	4500	\$111,800	2000	4400	\$105,420	2001	4500	\$105,480	2002	4600	\$107,100	2003	4500	\$105,590	2004	4600	\$110,372	2005	4700	\$116,022	2006	4500	\$114,984	2007	4600	\$121,543	2008	4400	\$118,164	2009	4500	\$137,758	2010	4500	\$139,894	2011	4000	\$128,343	2012	3800	\$131,141	2013	3873	\$139,306	2014	3724	\$125,868	2015	Unavailable	\$128,690	2016	3413	\$154,561	2017	8831	Daily Fees	Rename as "Transient Fees"
			YEAR	TRANSIENT VISITORS	DOLLARS																																																																
			1997	4180	\$102,019																																																																
			1998	4400	\$114,420																																																																
			1999	4500	\$111,800																																																																
			2000	4400	\$105,420																																																																
			2001	4500	\$105,480																																																																
			2002	4600	\$107,100																																																																
			2003	4500	\$105,590																																																																
			2004	4600	\$110,372																																																																
2005	4700	\$116,022																																																																			
2006	4500	\$114,984																																																																			
2007	4600	\$121,543																																																																			
2008	4400	\$118,164																																																																			
2009	4500	\$137,758																																																																			
2010	4500	\$139,894																																																																			
2011	4000	\$128,343																																																																			
2012	3800	\$131,141																																																																			
2013	3873	\$139,306																																																																			
2014	3724	\$125,868																																																																			
2015	Unavailable	\$128,690																																																																			
2016	3413	\$154,561																																																																			
2017	8832	Yearly Fees	Rename as "Seasonal Fees"																																																																		
2017	8835	Gas Sales	Rename as "Fuel Sales"																																																																		
2017	NEW	Reservation Fees	Add new revenue source																																																																		
2017	NEW	Parking Revenue	Transfer parking revenue from 1 Esplanade and Marina Parking Lots to Marina																																																																		
2017	7310175	Internet Costs	\$112.50/month allocated from Town Hall for internet																																																																		
2017	7310240	Postage	Reduced due to a portion being allocated to Trailer Park																																																																		
2017	7310250	Memberships & Subscriptions	Boating Association - \$600 Technical Standards Safety - \$250 Assoc of Marina Industries - \$200 Receiver General - \$50																																																																		
2017	7310480	Garbage Removal	Increased due to higher transient boater traffic																																																																		
2017	7310550	Security Contract	Increase due to rate increase																																																																		
2017	7310552	Marina Dredging	Cost to dredge Cobourg Harbour																																																																		
2017	7310851	Special Project - Wireless Internet	Additional Access Point & Maintenance Contract																																																																		
2017	7310853	Special Project - Surveillance System	To provide improved security for this facility in the vicinity of the docks & administration building.																																																																		
2017	NEW	Special Project - Online Reservation Software	Develop on-line reservation system																																																																		



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **DREDGING**

ACCOUNT#:

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-50,000	-67,941	8881	Dredging Revenue	-50,000			-50,000	-50,000
-50,000	-67,941		TOTAL DREDGING REVENUE	-50,000		0	-50,000	-50,000
50,000	154,248		TOTAL DREDGING EXPENDITURES	50,000		0	50,000	50,000
0	86,307		NET TO TOWN	0	*	0	0	0

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **DREDGING**

ACCOUNT#:

2016	2016		2017	2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
8,270	9,447	736010	Payroll Salaries & Wages	9,305		9,445	9,586
30,000	67,685	736020	Other Salaries & Wages	31,500 *		31,500	32,000
38,270	77,132		SUB TOTAL SALARIES, WAGES & BENEFITS	40,805 *	0	40,945	41,586
2,300	2,767	7360150	Administrative Services	2,300		2,300	2,300
350	219	7360180	Telephone & Answering	350		350	350
2,100	935	7360210	Advertising	2,100		1,500	1,600
5,000	8,580	7360650	Gasoline	5,000		5,500	6,000
10,000	14,201	7360680	Routine Maintenance	10,000		11,000	11,500
10,000	42,744	7360681	Equipment Setup	10,000		11,000	11,500
29,750	69,446		SUB TOTAL MATERIALS	29,750	0	31,650	33,250
3,500	7,670	7360320	Insurance	3,500		3,500	3,500
3,500	7,670		SUB TOTAL CONTRACTED SERVICES	3,500	0	3,500	3,500
-21,520	0	7360912	Transfer from/to Reserve	-24,055		-26,095	-28,336
-21,520	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-24,055	0	-26,095	-28,336
50,000	154,248		TOTAL DREDGING	50,000	0	50,000	50,000

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **DREDGING**

ACCOUNT #: **7300.60**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS																																																				
	YEAR	CODE	OBJECT																																																					
Dredge purchase in 2009 to perform dredging of the Cobourg Harbour and other contract work.	2017	736010	Payroll Salaries & Wages	Dredge operators have not had increase in 4 years 5% increase budgeted for 2017.																																																				
<b>PERFORMANCE DATA:</b>				Two contracts in 2016, Prince Edward County & Port Whitby Marina generated more revenue but due to additional dredging work done there were additional expenses and this is reflected in the ytd's for 2016.																																																				
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 15%;">Cost</th> <th style="width: 15%;">Site</th> <th style="width: 60%;"></th> </tr> </thead> <tbody> <tr> <td>1999</td> <td>22,300</td> <td>Fuel Dock</td> <td></td> </tr> <tr> <td>2000</td> <td>45,600</td> <td>Entrance</td> <td></td> </tr> <tr> <td>2003</td> <td>33,063</td> <td>Entrance</td> <td></td> </tr> <tr> <td>2006</td> <td>86,600</td> <td>Entrance</td> <td></td> </tr> <tr> <td>2008</td> <td>125,639</td> <td>Entrance</td> <td></td> </tr> <tr> <td>2010</td> <td></td> <td></td> <td>Dredged entrance with Cobourg Dredge</td> </tr> <tr> <td>2011</td> <td></td> <td></td> <td>Dredged entrance with Cobourg Dredge</td> </tr> <tr> <td>2012</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2013</td> <td></td> <td></td> <td>Dredged Wellington, Port Hope and Cobourg entrance &amp; inner harbour</td> </tr> <tr> <td>2014</td> <td></td> <td></td> <td>Dredge Port Hope &amp; Cobourg Entrance</td> </tr> <tr> <td>2015</td> <td></td> <td></td> <td>Dredge Cobourg Entrance</td> </tr> <tr> <td>2016</td> <td></td> <td></td> <td>Dredge Wellington, Cobourg Entrance &amp; (Whitby Harbour Pending)</td> </tr> </tbody> </table>		Cost	Site		1999	22,300	Fuel Dock		2000	45,600	Entrance		2003	33,063	Entrance		2006	86,600	Entrance		2008	125,639	Entrance		2010			Dredged entrance with Cobourg Dredge	2011			Dredged entrance with Cobourg Dredge	2012				2013			Dredged Wellington, Port Hope and Cobourg entrance & inner harbour	2014			Dredge Port Hope & Cobourg Entrance	2015			Dredge Cobourg Entrance	2016			Dredge Wellington, Cobourg Entrance & (Whitby Harbour Pending)				
	Cost	Site																																																						
1999	22,300	Fuel Dock																																																						
2000	45,600	Entrance																																																						
2003	33,063	Entrance																																																						
2006	86,600	Entrance																																																						
2008	125,639	Entrance																																																						
2010			Dredged entrance with Cobourg Dredge																																																					
2011			Dredged entrance with Cobourg Dredge																																																					
2012																																																								
2013			Dredged Wellington, Port Hope and Cobourg entrance & inner harbour																																																					
2014			Dredge Port Hope & Cobourg Entrance																																																					
2015			Dredge Cobourg Entrance																																																					
2016			Dredge Wellington, Cobourg Entrance & (Whitby Harbour Pending)																																																					

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **TOURIST PARK (TRAILER PARK)**

ACCOUNT#: **884**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-45,000	-44,450	8841	Seasonals	-46,000	*		-47,000	-48,000
-190,000	-203,632	8842	Transient Trailers	-195,700	*		-196,500	-197,500
-8,500	-10,230	8843	Transient Tents	-9,000	*		-9,500	-10,000
-1,050	-1,240	8845	Sewage Pumpouts	-1,080	*		-1,120	-1,200
-5,600	-5,961	8846	Miscellaneous	-5,700			-5,800	-5,900
-11,000	-13,912	8847	Reservation Fee	-12,000			-13,000	-13,500
-261,150	-279,425		TOTAL TOURIST PARK REVENUES	-269,480	*	0	-272,920	-276,100
153,093	101,673		TOTAL TOURIST PARK EXPENDITURES	148,964		0	165,600	170,393
-108,057	-177,752		NET TO TOWN	-120,516	*	0	-107,320	-105,707

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **TOURIST PARK (TRAILER PARK)**

ACCOUNT#: **7300.20**

2016	2016		2017	2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
27,079	13,002	732010	Payroll - Full-time Wages	28,766		29,198	29,636
33,884	32,392	732015	Payroll Part Time Wages	34,431		34,947	35,471
7,718	4,972	732030	Payroll Full-time Benefits	8,198		8,905	9,632
5,252	3,793	732031	Payroll Part-time Benefits	5,509 *		6,290	7,094
200	137	732050	Clothing	200		200	200
74,133	54,296		SUB TOTAL SALARIES, WAGES & BENEFITS	77,104 *	0	79,540	82,033
500	107	7320150	Office Supplies	500		500	500
1,350	468	7320175	Internet Costs	1,350		1,350	1,350
1,000	991	7320180	Telephone & Answering Svc	1,000		1,000	1,000
500	188	7320220	Printing	500		500	500
700	0	7320240	Postage	700		700	700
210	18	7320380	Training	210		210	210
1,200	2,370	7320390	Firewood Purchase	1,500 *		1,500	1,500
1,400	1,180	7320392	Ice Purchase	1,400		1,400	1,400
18,000	21,460	7320460	Utilities	22,600 *		24,000	26,000
2,500	271	7320470	Building Maintenance	2,500		2,500	2,500
2,000	2,060	7320500	Custodial/Cleaning Supplies	2,200 *		2,300	2,400
3,000	1,420	7320510	Electrical Repairs	3,000		3,000	3,000
1,800	1,814	7320520	Plumbing Repairs	1,800		1,800	1,800
6,300	664	7320570	Property Improvements	6,300		6,300	6,300
2,000	2,028	7320670	Other Equipment Purchases	5,000 *		2,000	2,000
3,200	2,301	7320680	Other Equip Maint & Rep	3,200		3,200	3,200
0	0	7320850	Special Project - Wireless Internet	2,000		0	0
0	0	7320852	Special Project - Management Software	2,500		0	0
4,300	4,743	7320919	Bank Service Fees	4,500		4,600	4,700
0	0	7320991	Recoveries	0		0	0
49,960	42,083		SUB TOTAL MATERIALS	62,760 *	0	56,860	59,060
500	275	7320320	Liability Insurance	500		500	500
3,800	1,835	7320480	Garbage Removal	3,800		3,800	3,800
4,700	3,184	7320750	Contracts - Security	4,800 *		4,900	5,000
9,000	5,294		SUB TOTAL CONTRACTED SERVICES	9,100	0	9,200	9,300
20,000	0	7320912	Transfer to Reserve	0		20,000	20,000
20,000	0		SUB TOTAL OTHER CHARGES & TRANSFERS	0	0	20,000	20,000
153,093	101,673		TOTAL TOURIST PARK	148,964	0	165,600	170,393

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **TOURIST PARK (TRAILER PARK)**

ACCOUNT #: **7300.20**

<b>STATEMENT OF PURPOSE:</b>			<b>HIGHLIGHTS/EXPLANATIONS:</b>			
Operate Cobourg Campground. Total of 70 lots.			YEAR	CODE	OBJECT	DETAILS
			<b>PERFORMANCE DATA:</b>			2017
2017	7320240	Postage				To reflect campground portion of cost
2011	25 Season Lots	\$54,100	2017	7320670	Other Equipment Purchases	Includes \$3,000 for riding mower
	Transient Trailers	\$148,030	2017	7320850	Special Project - Wireless Internet	Additional access point
	Transient Tents	\$7,583	2017	7320852	Special Project - Management Software	Online reservation system
2012	19 Season Lots	\$51,000				
	Transient Trailers	\$155,388				
	Transient Tents	\$9,097				
2013	18 Season Lots	\$46,640				
	Transient Trailers	\$165,287				
	Transient Tents	\$7,087				
2014	17 Season Lots	\$47,089				
	Transient Trailers	\$172,811				
	Transient Tents	\$9,657				
2015	17 Season Lots	\$41,500				
	Transient Trailers	\$196,003				
	Transient Tents	\$9,092				
2016	15 Season Lots	\$42,050				
	Transient Trailers	\$203,632				
	Transient Tents	\$10,230				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **BEACH WASHROOMS**

ACCOUNT#: **7300.40**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
4,140	0	734010	Payroll Salaries & Wages	4,000			4,000	4,000
4,140	0		SUB TOTAL SALARIES, WAGES & BENEFITS	4,000		0	4,000	4,000
1,700	1,467	7340450	Utilities	1,750			1,775	1,800
4,000	4,765	7340470	Building Maintenance	4,500	*		5,000	5,500
7,500	7,556	7340500	Cleaning Supplies	8,000	*		9,000	10,000
13,200	13,788		SUB TOTAL MATERIALS	14,250	*	0	15,775	17,300
47,000	44,106	7340551	Cleaning Contract	46,000			46,000	46,000
47,000	44,106		SUB TOTAL CONTRACTED SERVICES	46,000		0	46,000	46,000
-64,340	0	7340912	Transfer Parking Revenue	-64,250	*		-65,775	-67,300
-64,340	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-64,250	*	0	-65,775	-67,300
0	57,894		TOTAL BEACH WASHROOMS	0	*	0	0	0

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **BEACH WASHROOMS**

ACCOUNT #: **7300.40**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To keep washrooms at Victoria Park clean.	2017	7340470	Building Maintenance	Allowance for routine maintenance of building
	2017	7340551	Cleaning Contract	Public washroom cleaning services contracted out on per hour rate based on hours of operation
<b>PERFORMANCE DATA:</b>	2017	7340912	Transfer Parking Revenue	Revenue transfer to partially fund public washroom expense
2003 - Kept clean (very few complaints) 2004 - Not clean (many complaints) 2005 - Not clean (many complaints) 2006 - Not clean (many complaints) 2007 - Kept clean (few complaints less damage) 2008 - Kept clean (few complaints less damage) 2009 - Kept clean (few complaints less damage) 2010 - Kept clean (no complaints less damage) 2011 - Kept clean (no complaints less damage) 2012 - Kept clean (no complaints less damage) 2013 - Kept clean (no complaints less damage) 2014 - Kept clean (no complaints less damage) 2015 - Kept clean (no complaints less damage) 2016 - Kept clean (minimal complaints & damage)				



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **WALKWAY**

ACCOUNT#: 7300.50

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
28,098	33,088	735015	Payroll Salaries & Wages	29,637	*		39,283	39,872
3,714	3,847	735031	Payroll Fringe Benefits	4,844	*		7,732	8,646
31,812	36,935		SUB TOTAL SALARIES, WAGES & BENEFITS	34,481	*	0	47,015	48,518
13,000	9,344	7350470	Walkway Maintenance	19,000	*		13,000	13,000
0	0	7350850	Special Project - Repairs Pergola	0	*		0	0
13,000	9,344		SUB TOTAL MATERIALS	19,000	*	0	13,000	13,000
5,000	5,523	7350480	Garbage Removal	5,000			5,000	5,000
5,000	5,523		SUB TOTAL CONTRACTED SERVICES	5,000		0	5,000	5,000
49,812	51,802		TOTAL WALKWAY	58,481	*	0	65,015	66,518

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **WALKWAY**

ACCOUNT #: **7300.50**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To keep walkway clean and maintained.	2017	735010	Payroll Salaries & Wages	To reflect allocation of 5% of Marina Manager Salary to Walkway Management Cost To reflect addition 1 full-time student position
	2017	7350470	Walkway Maintenance	Allowance for maintenance & repairs to lighting and paver stones Additional \$6,000 for banner replacement
<b>PERFORMANCE DATA:</b>	2017	7350480	Garbage Removal	To reflect cost of disposal of walkway generated garbage

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FURNACE ST ARENAS - REVENUE**

ACCOUNT#: **881**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-500	0	8811	Advertising Signs	0			0	0
-5,500	-1,770	8813	Vending Machines	-5,500			-5,500	-5,500
-17,500	-84,926	8817	Miscellaneous Ice Rentals	-16,975			-17,025	-18,000
-71,000	-13,513	8819	NMHA	-97,769	*		-100,017	-102,562
-56,600	-42,446	88112	Girl's Hockey	-50,582			-51,647	-54,044
-1,500	-2,775	88114	Floor Rentals	-3,000			-3,000	-3,000
-96,612	-68,366	88116	Curling	-96,612			-96,612	-96,612
-6,000	-6,000	88117	Solar Rental	-6,000			-6,000	-6,000
-255,212	-219,796		TOTAL ARENA REVENUE	-276,438	*	0	-279,801	-285,718
356,315	261,765		TOTAL ARENA EXPENDITURES	364,091	*	0	373,574	390,366
101,103	41,969		NET COST TO TOWN	87,653		0	93,773	104,648

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FURNACE ST ARENAS**

ACCOUNT#: **7400.100**

2016	2016		2017	2017	2018	2019
BUDGET	YTD	CODE	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
108,117	76,629	740010	Payroll Salaries & Wages	109,264	110,903	112,566
6,710	1,432	740011	Payroll - Overtime	6,705	6,805	6,908
1,000	931	740012	Payroll - Standby	1,000	1,015	1,030
0	5,197	740015	Payroll - Part-time Wages	0	0	0
37,187	15,957	740030	Payroll Fringe Benefits	36,171	39,100	42,111
0	623	740031	Payroll Fringe Part-time Benefits	0	0	0
600	0	740050	Clothing	600	600	600
400	1,885	740060	Footwear	400	400	400
154,014	102,654		SUB TOTAL SALARIES, WAGES & BENEFITS	154,140	0	158,823
50	151	7400150	Office Supplies	50	50	50
1,500	968	7400180	Telephone & Answering Svc	1,500	1,500	1,500
800	0	7400260	Training & Courses	2,000 *	800	800
24,500	21,499	7400450	Heat	25,000 *	25,500	25,500
77,500	58,728	7400460	Utilities	79,500 *	82,500	84,500
8,500	5,523	7400470	Building Maintenance	8,500	8,500	8,500
2,000	1,107	7400500	Custodial/Cleaning Supplies	2,000	2,000	2,000
2,500	684	7400510	Electrical Repairs	1,500	2,500	2,500
2,500	2,315	7400520	Plumbing Repairs	2,500	2,500	2,500
7,000	7,077	7400550	Bldg Maintenance Contracts	7,500 *	8,000	8,000
7,500	3,576	7400570	Property Improvements	7,500	7,500	7,500
11,500	19,524	7400580	Systems Maint & Repairs	15,000 *	15,000	25,000
5,000	3,026	7400600	Vehicle Maint & Repairs	4,000	5,000	5,000
800	483	7400650	Gasoline	800	800	800
500	339	7400670	Other Equipment Purchases	500	500	500
2,000	2,244	7400680	Other Equip Maint & Rep	2,000	2,000	2,000
500	49	7400691	Equipment Rentals	500	500	500
3,000	3,021	7400830	Consumable Supplies	3,000	3,000	3,000
157,650	130,314		SUB TOTAL MATERIALS	163,350 *	0	168,150

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FURNACE ST ARENAS**

ACCOUNT#: **7400.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
38,600	28,254	7400320	Liability Insurance	41,000	*		41,000	41,000
1,200	543	7400480	Garbage Removal	750			750	750
39,800	28,797		SUB TOTAL CONTRACTED SERVICES	41,750	*	0	41,750	41,750
4,851		7400950	Transfer to Vehicle Reserve	4,851			4,851	4,851
4,851	0		SUB TOTAL OTHER CHARGES & TRANSFERS	4,851		0	4,851	4,851
356,315	261,765		TOTAL ARENA	364,091	*	0	373,574	390,366

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FURNACE ST ARENAS**

ACCOUNT #: **7400.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To provide multi-purpose facilities for all phases of recreation.	2017	8817	Miscellaneous Ice Rentals	Only 3 groups left
	2017	7400550	Building Maintenance Contracts	Alliance Security - Fire system & AED Canadian Industrial - emergency lighting inspections CIMCO - Ice Plants & Desiccants Culligan - R/O and salts Dimarco Water Solutions - water treatment Howes Your Yard - snow removal Peterborough Fire - fire extinguishers Troy - fire alarms and systems TSSA
PERFORMANCE DATA:	2017	7400450	Heat	Reflect actuals
	2017	7400580	Systems Maintenance & Repairs	All ammonia, glycol, heating and water systems Additional - New brine pump motor \$4,000
	2017	7400830	Vending Stock	All vending & café supplies

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **COMMUNITY CENTRE -REVENUE**

ACCOUNT#: **889**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-25,000	-8,979	8891	Special Events	-32,576	*		-25,000	-25,000
-105,000	-88,805	8892	Warm Side - Rentals Medium / Minor Events	-98,900			-105,000	-105,000
-89,000	-84,459	8893	Canteen Rental / Café	-124,000	*		-100,000	-100,000
-59,000	-57,326	8894	Vending Machine Sales	-73,000	*		-59,000	-59,000
-2,250	-160	8895	Skate sharpening Pro Shop	-4,500	*		-4,500	-4,500
-520	-1,331	8896	Misc Receipts	-520			-520	-520
-250,000	-230,623	8897	General Ice Rentals	-225,000			-225,000	-225,000
-235,000	-208,118	8898	NMHA	-271,627	*		-280,742	-289,857
-41,000	-34,325	8899	Cougars	-45,349	*		-42,500	-42,500
-117,000	-97,574	88912	WNGHL	-101,469			-104,874	-108,279
-13,500	-17,326	88913	Floor Rentals	-17,500	*		-17,500	-17,500
-12,000	-26,944	88916	Warm Side Seniors	-20,000			-21,000	-21,000
-84,650	-83,833	88917	Board Advertising	-78,228			-80,000	-80,000
-6,500	-5,220	88918	Public Skating	-6,500			-6,500	-6,500
-36,000	-20,590	88919	Ice Program Revenue	-28,000			-28,000	-28,000
-2,500	-386	88920	ATM Rebate	-2,500			-2,500	-2,500
-18,000	-20,227	88922	Warm Side Seniors - Drop In	-18,500			-19,000	-19,500
-35,000	-32,083	88924	Solar Rent	-35,000			-35,000	-35,000
-35,000	-20,959	88925	Warm Side - Program Revenue	-26,500			-27,000	-27,500
-38,700	-43,483	88926	Camp Revenue	-45,000			-45,500	-46,000
-1,205,620	-1,082,751		TOTAL CCC REVENUE	-1,254,669	*	0	-1,229,136	-1,243,156
2,200,603	1,879,250		TOTAL CCC EXPENDITURES	2,282,922	*	0	2,335,775	2,377,502
994,983	796,499		NET COST TO TOWN	1,028,253	*	0	1,106,639	1,134,346

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **COMMUNITY CENTRE REVENUE**

ACCOUNT#: 889

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<p>To provide multi-purpose facilities for all phases of recreation and cultural activities.</p>				
<p>PERFORMANCE DATA:</p>				



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CCC**

ACCOUNT#: **7410.100**

2016	2016			2017	2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
740,915	629,234	741010	Payroll Salaries & Wages	756,499		767,846	779,364
19,471	18,973	741011	Payroll - Overtime	19,515		19,808	20,105
7,322	6,828	741012	Payroll - Standby	7,322		7,432	7,543
84,777	104,631	741015	Payroll Part Time Wages	109,326		110,966	112,630
26,759	0	741016	Payroll Part Time Wages - Camp Instructors	24,493		24,860	25,233
900	0	741020	Other Salaries & Wages	900		900	900
240,650	191,372	741030	Payroll Fringe Benefits	237,181		256,639	276,629
17,288	11,944	741031	Payroll Part Time Benefit	21,411		24,449	27,573
4,300	2,195	741050	Clothing	4,300		4,300	4,300
1,800	105	741060	Footwear	1,800		1,800	1,800
1,144,182	965,282		SUB TOTAL SALARIES, WAGES & BENEFITS	1,182,747	0	1,219,000	1,256,077
2,500	3,970	7410150	Office Supplies	2,500		2,500	2,500
5,000	2,044	7410155	Program Supplies	3,500		3,750	4,000
33,000	25,905	7410156	Instructor Fees	27,900		29,000	30,000
5,000	6,588	7410157	Camp Supplies	5,000		5,000	5,000
9,800	9,297	7410171	Software Maintenance	10,000		10,200	10,400
3,050	2,250	7410175	Internet	3,100		3,100	3,100
8,100	6,764	7410180	Telephone & Answering Svc	7,500		8,100	8,100
6,000	4,459	7410210	Advertising & Promotion	4,500		6,500	6,500
3,750	3,614	7410230	Photocopier	3,750		3,750	3,750
250	60	7410240	Postage & Couriers	250		250	250
1,200	1,520	7410250	Memberships & Subscrip'ns	2,000		2,000	2,000
3,000	1,712	7410260	Training & Courses	3,000		3,000	3,000
5,000	5,171	7410270	Travel Expense	2,000		2,000	2,000
2,000	2,348	7410380	Conference & Conventions	2,000		2,000	2,000
68,000	24,085	7410450	Heat	40,200		41,200	42,500
425,000	483,825	7410460	Utilities	535,000		550,000	565,000
70,000	0	7410450	Utilities Payback	50,000		50,000	50,000
83,000	59,315	7410470	Building Maintenance	70,000		74,500	74,500
19,500	14,084	7410500	Custodial/Cleaning Supplies	19,500		19,500	19,500
14,000	31,599	7410510	Electrical Repairs	12,500		12,500	12,500
4,000	3,221	7410520	Plumbing Repairs	4,500		4,500	4,500
50,000	49,434	7410550	Bldg Maintenance Contracts	50,000		50,000	50,000
6,250	2,280	7410570	Property Mtce - Landscaping, Grass cutting	16,700		21,700	7,500
44,846	28,165	7410580	Systems Maint & Repairs	28,000		24,500	25,000
6,500	4,536	7410600	Vehicle Maint & Repairs	6,500		6,500	6,500
4,000	1,872	7410650	Gasoline	4,000		4,000	4,000
13,000	11,040	7410670	Other Equipment Purchases	11,500		13,500	14,000
2,500	7,741	7410680	Other Equip Maint & Rep	17,500		3,000	3,000

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **COMMUNITY CENTRE**

ACCOUNT#: **7410.100**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
1,500	40	7410691	Equipment Rentals	600			1,500	1,500
74,050	76,722	7410830	Consumable Supplies	98,500			85,000	85,000
25,000	315	7410850	Special Events - General	25,000			25,000	25,000
4,000	4,321	7410919	Bank Service Charges	4,000			4,000	4,000
2,500	0	7410989	SOCAN Recoverable	2,500			2,500	2,500
750	0	7410990	Café Rebate	750			750	750
-2,500	0	7410991	SOCAN Recoveries	-2,500			-2,500	-2,500
0	0	NEW	Recoveries - Senior Activity Centre	-8,500			-8,500	-8,500
-3,500	0	7410992	Recoveries - Grants Wages	-6,000			-3,500	-3,500
1,000,046	878,297		SUB TOTAL MATERIALS	1,057,250		0	1,060,800	1,065,350
42,500	31,500	7410320	Liability Insurance	42,000			42,000	42,000
5,700	4,171	7410480	Garbage Removal	5,750			5,800	5,900
48,200	35,671		SUB TOTAL CONTRACTED SERVICES	47,750		0	47,800	47,900
8,175	0	7410930	Transfer to Vehicle Reserve	8,175			8,175	8,175
0	0	NEW	Transfer From Vehicle Reserve	-13,000			0	
8,175	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-4,825		0	8,175	8,175
2,200,603	1,879,250		TOTAL CCC	2,282,922		0	2,335,775	2,377,502

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **COMMUNITY CENTRE**

ACCOUNT#: **7410.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To provide multi-purpose facilities for all phases of recreation and cultural activities.	2017	741015	Software Maintenance	Max Galaxy
	2017	7410171	Software Maintenance	Max Galaxy
<b>PERFORMANCE DATA:</b>	2017	7410250	Memberships & Subscriptions	ORFA Membership - \$670 MOE - HWIN Membership - \$50 TSSA - \$50 CSTA (Sport Tourism) - \$305
	2017	7410260	Training & Courses	ORFA (3) - Basic Refrigeration and Ice Technician
	2017	7410380	Conferences & Conventions	PRO & ORFA
	2017	7410470	Building Maintenance	General Maintenance - \$70,000
	2017	7410550	Building Maintenance Contracts	Alliance Security - Fire System & AED Canadian Industrial - Emergency Lighting Inspections Carmichaels - Boilers Castle Rock Crane & Hoist - Gym BB Nets CIMCO - Ice Plants & Desiccants Corflex - Gym Dividers & Multi-purpose rooms Dimarco Water Solutions - Water Treatment Culligan - R/O and salts Howes Your Yard - snow removal HVAC Systems - air conditioning, boilers Lift Truck & Scissor Lift - annual inspection Peterborough Fire - fire extinguishers Rowley Electric - generator Schindler - elevator Troy - fire alarms & systems TSSA VCI - building automated system controls TJ Window Cleaning - cleaning windows

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **COMMUNITY CENTRE**

ACCOUNT#: **7410.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To provide multi-purpose facilities for all phases of recreation and cultural activities.	2017	7410570	Property Maintenance & Landscaping	General Maintenance - \$5,200 Fire Sprinklers for Storage Areas - \$6,500 Great Hall Furniture - \$3,000 Cover entrance, event entry walls with FRP panels - \$2,000
	2017	7410580	Systems Maintenance & Repairs	All ammonia, glycol, heating, water systems - \$24,000 Additional improvements: - Add Glycol pump - \$4,000
<b>PERFORMANCE DATA:</b>	2017	7410670	Other Equipment Purchases	4 Dyson Hand Dryers @ \$1,250 / each
	2017	7410680	Other Equip Maint & Rep	Send 2 Zambonis to Zamboni Co. for overhaul 2009 and 2013 Zamboni's have never been done
	2017	7410691	Equipment Rentals	Rental of equipment, zoom boom
	2017	7410919	Bank Service Charges	Increased to reflect actuals
	2017	7410830	Vending Stock	All vending & café supplies Increased due to additional major events.
	2017	7410850	Special Events	RBC Cup - \$10,000 Tankyard - \$10,000 50+ Winter Games - \$5,000
	2017	7410919	Bank Service Charges	Increased to reflect actuals

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **SENIORS ACTIVITY CENTRE**

ACCOUNT #: **7420.100**

2016	2016			2017	2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
-17,500	-19,801	7420992	Membership Fees	-19,000		-19,250	-19,500
-42,700	-42,700	7420993	Provincial Subsidy	-42,700		-42,700	-42,700
-1,650	0	87030	Senior Market Building Activity Fee	-2,000		-1,650	-1,650
-1,500	0	8851	Tournaments	-2,000 *		-2,000	-2,000
-500	0	8852	Active Living Fair	-500		-500	-500
-63,850	-62,501		TOTAL SENIORS ACTIVITY CENTRE REVENUE	-66,200 *	0	-66,100	-66,350
111,861	71,430		TOTAL SENIORS ACTIVITY CENTRE EXPENDITURES	118,896 *	0	123,744	127,293
48,011	8,929		NET COST TO TOWN	52,696 *	0	57,644	60,943

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **SENIORS ACTIVITY CENTRE**

ACCOUNT #: **7420.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
50,203	22,868	742010	Payroll Salaries & Wages	52,755	*		53,546	54,349
4,199	5,993	742015	Payroll Salaries & Wages Part - Time	4,272			4,336	4,401
14,308	7,569	742030	Payroll Fringe Benefits	15,035	*		16,332	17,663
651	3,493	742031	Payroll Fringe Benefits Part-Time	684			780	880
69,361	39,923		SUB TOTAL SALARIES, WAGES & BENEFITS	72,746	*	0	74,994	77,293
1,250	234	7420150	Office Supplies	1,250			1,250	1,250
10,000	9,163	7420155	Program Costs - Supplies	9,000			10,250	10,500
14,500	21,790	7420156	Instructors Fees	19,000			19,500	19,500
1,500	0	7420180	Telephone & Internet Services	1,500			1,500	1,500
3,500	3,027	7420210	Advertising & Promotions	3,500			4,000	4,500
600	510	7420250	Memberships & Subscrip'ns	600			600	600
1,000	80	7420260	Training & Courses	1,000			1,000	1,000
650	0	7420270	Travel Expense	650			650	650
1,500	0	7420380	Conferences & Conventions	1,500			1,500	1,500
3,600	0	7420460	Utilities	3,650			4,000	4,500
3,500	0	7420500	Repair & Maintenance	3,500			3,500	3,500
1,500	1,366	7420850	Special Projects - Active Living Fair	1,500			1,500	1,500
-500	-4,937	7420991	Recoveries	-500			-500	-500
-2,500	-1,469	7420995	Recoveries - Active Living Fair	-2,500			-2,500	-2,500
40,100	29,764		SUB TOTAL MATERIALS	43,650	*	0	46,250	47,500
2,400	1,743	7420320	Insurance	2,500	*		2,500	2,500
2,400	1,743		SUB TOTAL CONTRACTED SERVICES	2,500		0	2,500	2,500
111,861	71,430		TOTAL SENIORS ACTIVITY CENTRE	118,896	*	0	123,744	127,293

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **SENIORS ACTIVITY CENTRE**

ACCOUNT#: 7420.100

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
PERFORMANCE DATA:	2017	7420992	Membership Fees	Based on 760 members for 2017 at \$25.00/person+HST
	2017	7420993	Provincial Subsidy	MOHLC Annual Grant
	2017	8851	Tournament	Planned Pickle Ball Tournament for 2017
	2017	8852	Registration	Registration fees for Active Living Fair held in October
	2017	742010	Payroll Salaries	Transition position to Full-time from contract in 2017
	2017	7420155	Program Supplies	This number can remain the same as the previous budget year 2016. This account is used to provide supplies for the 35+ programs that we provide to our members
	2017	7420156	Instructor Fees	Due to continued rise in attendance to our drop-in programs we require more certified instructors as we have had a decline in volunteer instructors. We currently average 760 members a week during peak season (September - April)
	2017	7420210	Advertising & Promotion	Newsletter is produced three times a year. This serves as our main marketing tool for the seniors centre
	2017	7420250	Membership & Subscriptions	OACAO membership is \$600 for 2017
	2017	7420380	Conferences & Conventions	OACAO conference and PRO conference (neither were attended this year)
	2017	7420850	Active Living Fair	\$2,000 grant that has been received for the past four years and will be applied for again in 2017
2017	7420991	Recoveries	General recoveries for the centre. There was a \$2,500 donation made to the centre this year and also the pickle ball tournament was placed in this account	

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**CULTURE AND COMMUNITY SERVICES SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>CULTURAL ADMINISTRATION</b>	0	0	98,179	-	0	-	265,157	277,170
<b>CONCERT BAND</b>	29,300	28,227	20,200	(31.1)	0	(100.0)	20,300	20,400
<b>MARKET BUILDING</b>								
MARKET BUILDING EXP.	18,200	13,553	24,200	33.0	0	(100.0)	18,200	18,200
MARKET BUILDING REV.	-12,000	-20,549	-20,000	66.7	0	(100.0)	-20,000	-20,000
NET MARKET BUILDING	6,200	-6,996	4,200	(32.3)	0	(100.0)	-1,800	-1,800
<b>ART GALLERY</b>								
ART GALLERY EXP.	75,000	75,000	75,000	0.0	0	(100.0)	75,000	75,000
ART GALLERY REV.	-45,000	-45,000	-45,000	0.0	0	(100.0)	-45,000	-45,000
NET ART GALLERY	30,000	30,000	30,000	0.0	0	(100.0)	30,000	30,000
<b>CONCERT HALL</b>								
CONCERT HALL EXP.	298,912	317,155	295,347	(1.2)	0	(100.0)	303,990	308,285
CONCERT HALL REV.	-165,950	-142,540	-164,650	(0.8)	0	(100.0)	-170,150	-166,150
NET CONCERT HALL	132,962	174,615	130,697	(1.7)	0	(100.0)	133,840	142,135
<b>COMMUNITY GRANTS</b>	74,135	153,434	0	(100.0)	0	(100.0)	0	0
<b>CIVIC AWARDS</b>	0	51	0	0.0	0	0.0	0	0
<b>SPECIAL EVENTS DEPT</b>	188,441	200,286	223,863	18.8	0	(100.0)	165,276	168,564
<b>LIBRARY</b>								
OPERATING	826,581	997,314	843,756	2.1	0	(100.0)	875,000	899,500
NET LIBRARY	826,581	997,314	843,756	2.1	0	(100.0)	875,000	899,500
<b>TOTAL CULTURE &amp; COMMUNITY</b>								
TOTAL EXPENDITURES	1,510,569	1,785,020	1,580,545	4.6	0	(100.0)	1,722,923	1,767,119
TOTAL REVENUE	-222,950	-208,089	-229,650	3.0	0	(100.0)	-235,150	-231,150
NET CULTURE & COMMUNITY	1,287,619	1,576,931	1,350,895	4.9	0	(100.0)	1,487,773	1,535,969
LIBRARY LONG TERM DEBT	-40,000	-40,000	-40,000	0.0	0	(100.0)	-40,000	-40,000

\*\* Detail in Long Term Debt Charges Section



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CULTURAL ADMIN**

ACCOUNT#:

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0		NEW	Payroll Salaries & Wages	82,260	*		202,819	213,386
0		NEW	Payroll Fringe Benefits	10,919	*		11,838	12,784
0	0		SUB TOTAL SALARIES, WAGES & BENEFITS	93,179	*	0	214,657	226,170
0	0	NEW	Administrative Expenses	5,000			5,500	6,000
0		NEW	Special Project - Cultural Master Plan				45,000	45,000
0	0		SUB TOTAL MATERIALS	5,000	*	0	50,500	51,000
0	0		TOTAL CULTURAL ADMIN	98,179	*	0	265,157	277,170

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CULTURAL ADMIN**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
PERFORMANCE DATA:	2017	NEW	Payroll Salaries & Wages	20% Director of Recreation & Culture salary 25% Receptionist/Secretary  Anticipated that additional staffing will be required within the Division of Cultural, Recreation and Tourism to be phased in during 2017. Allowance includes an amount for salaries & benefits.
	2018 / 2019	NEW	Special Project - Cultural Master Plan	
	2017	NEW	Administrative Expenses	Budget for Director office expenses, conferences, etc.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT BAND**

ACCOUNT#: **7660.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
2,000	1,424	7660450	Heat	2,000			2,050	2,100
1,300	1,038	7660460	Utilities	1,200			1,250	1,300
9,000	9,000	7660570	Property Improvements	0			0	0
12,300	11,462		SUB TOTAL MATERIALS	3,200		0	3,300	3,400
800	565	7660320	Liability Insurance	800			800	800
800	565		SUB TOTAL MATERIALS	800		0	800	800
16,200	16,200	7660940	Grants & Transfers	16,200			16,200	16,200
16,200	16,200		SUB TOTAL OTHER CHARGES & TRANSFERS	16,200		0	16,200	16,200
29,300	28,227		TOTAL CONCERT BAND	20,200		0	20,300	20,400

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT BAND**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
Aid in funding the Cobourg Concert Band.	2017	7660450	Heat	Band building located at 612 D'Arcy St
	2017	7660460	Utilities	Band building located at 612 D'Arcy St
	2017	7660570	Property Improvements	No building improvements requested this year.
<b>PERFORMANCE DATA:</b>  Band provides many musical services to the citizens (parades, concerts, etc.) with no fees charged.				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **MARKET BUILDING**

ACCOUNT#: **7630.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
500	438	7630180	Telephone Expense	500			500	500
4,500	5,465	7630460	Heat / Utilities	5,500	*		5,500	5,500
10,500	6,350	7630470	Building Maintenance	10,000			10,000	10,000
1,500	402	7630570	Property Improvements	1,000			1,000	1,000
0	0	New	Special Project - New Chairs	6,000			0	0
17,000	12,655		SUB TOTAL MATERIALS	23,000	*	0	17,000	17,000
1,200	898	7630320	Liability Insurance	1,200			1,200	1,200
1,200	898		SUB TOTAL OTHER CHARGES & TRANSFERS	1,200		0	1,200	1,200
18,200	13,553		TOTAL MARKET BUILDING	24,200	*	0	18,200	18,200
-12,000	-20,549	87029	Market Building Revenue	-20,000	*		-20,000	-20,000
-12,000	-20,549		TOTAL MARKET BUILDING REVENUE	-20,000		0	-20,000	-20,000
6,200	-6,996		NET TO TOWN MARKET BUILDING	4,200		0	-1,800	-1,800

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **MARKET BUILDING**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To fund utilities, expenditures, service and maintain furnace. Purchase of minor supplies and insurance.	2017 / 18 / 19	7630180	Telephone Expense	All accounts to remain the same as the building bookings are consistent over the next few years - Farmer's Market, Seniors, Dog School, Jack and Jill rentals and Eternal Hope Spiritualist Centre. Rates to increase and will only reflect a minor increase in the budget.
		7630320	Liability Insurance	
7630460		Heat / Utilities		
<b>PERFORMANCE DATA:</b>	2017 / 18 / 19	7630470	Building Maintenance	
Centre during the week, the Farmer's Market on Saturdays and outside rentals in the remainder of the time. The facility is open 7 days per week. No cost to rent for seniors.		7630570	Property Improvements	
	2017	87029	Market Building Revenue	Revenue collected from weekly rentals, Jacks and Jill's, other evening events, and the dog school.
	2017	NEW	Special Project - Chairs	The building requires 60 chairs to accommodate seniors and other groups. Old chairs were breaking and had to be thrown out.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **ART GALLERY**

ACCOUNT#: **7640.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
75,000	75,000	7640940	Grants & Transfers	75,000			75,000	75,000
75,000	75,000		SUB TOTAL OTHER CHARGES & TRANSFERS	75,000		0	75,000	75,000
-45,000	-45,000	7640991	Art Gallery Rent	-45,000			-45,000	-45,000
30,000	30,000		TOTAL ART GALLERY COST TO TOWN	30,000		0	30,000	30,000

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **ART GALLERY**

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>			<b>DETAILS</b>
	<b>YEAR</b>	<b>CODE</b>	<b>OBJECT</b>	
To promote and provide access to art and related programs as a community gallery and as a National centre for the enjoyment of the people of Northumberland. To serve as a repository for objects of significant artistic and historical significance, to foster interest in the Arts and to serve as a cultural resource centre.	2017	7640940	Grants & Transfers	Cash grant towards operating costs of the AGN \$30,000 - Additional \$20,000 not included
	2017	7640991	Art Gallery Rent	Exchange of cheques for rental value Victoria Hall space \$45,000  Town of provide security at no cost to AGN during hours of operation when building would not otherwise be open - Estimated - \$9,000 not included  Parking pass for staff person - \$360 not included
<b>PERFORMANCE DATA:</b>				



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT HALL FACILITIES - REVENUE**

ACCOUNT#: **886**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-20,000	-24,595	8861	Wedding Rentals	-16,000			-20,000	-20,000
-54,000	-57,960	8862	Bar Receipts	-54,000			-55,000	-55,000
-18,000	-24,357	8863	Specials Productions	-18,000			-18,000	-18,000
-20,000	-21,293	8864	Box Office Service Fees	-25,000	*		-21,000	-21,000
-14,550	0	8865	Rentals - Council Grants	0			0	0
-12,000	-11,185	8866	Event Service Rentals	-13,000			-13,000	-13,000
-700	-550	8869	Meeting Rentals	-700			-700	-700
-20,000	-1,125	88610	Concert / Theatre Rentals	-34,500			-35,000	-35,000
-1,200	-1,475	88611	Banquet / Fundraiser Rentals	-1,200			-1,200	-1,200
-500	0	88612	Other Rentals	-750			-750	-750
-1,000	0	88613	Citizen's Forum Rentals (Cabaret / Other)	-1,500			-1,500	-1,500
-4,000	0	88614	Ghost Walks	0			-4,000	0
-165,950	-142,540		TOTAL CONCERT HALL REVENUES	-164,650		0	-170,150	-166,150
298,912	317,155		TO CONCERT HALL EXPENDITURES	295,347	*	0	303,990	308,285
132,962	174,615		NET COST OF CONCERT HALL	130,697	*	0	133,840	142,135

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT HALL - REVENUE**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To provide the Town of Cobourg with a cultural facility for the community and professional groups. To provide banquet facilities and community meeting rooms.	2017	8861	Wedding Rentals	Budget will be kept close but with July booked for Anne of Green Gables there are fewer weekends.
	2017	8862	Bar Receipts	Revenue collected from bar at weddings and events
<b>PERFORMANCE DATA:</b>  Concert Hall staff have seen a decline this past year in bookings and liquor sales however are booked completely for 2016. Annual attendance figures are kept for each event and the main box office continues to develop partnership with outside agencies to become an extension service and offer their ticketing system. April 2015 month long performance by a user group was cancelled and staff were able to produce some shows however this will be reflected in the 2015 revenues. 2016 is booked up. The special productions Bob Trennum etc produced by the Concert Hall staff are selling out.	2017	8863	Special Productions	Special productions includes the Sweet Water Show, and other productions produced by the Concert Hall
	2017	8864	Box Office Service Fees	All tickets sold through box office are charged fees for the service. Online ticket sales and mail-out of tickets are also charged for this service to the consumer. Due to the addition of a production in summer 2017 this will increase with expected sales.
	2017	8865	Rentals - Council Grants	Councils grants are only given out to those who apply through the Grant application at the Concert Hall
	2017	8886 8868 88610 88611 88612	Event Service Rentals Meeting Rentals Concert / Theatre Rentals Banquet / Fundraising Rentals Other Rentals	Each of these rentals are based on the specific type of rental. Theatre rentals brings in the most (in April 2017) a large month long rental was cancelled however they have booked for July 2017. Event Service rentals are for things such as chairs, tables, easels, special lighting etc
	2017	88614	Ghost Walks	This amount is lowered to reflect an alternating program for the Ghost Walks. This decision is based on lower interest in 2016.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT HALL FACILITIES**

ACCOUNT#: **7500.100**

2016	2016		2017	2017	2018	2019		
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST	
105,221	103,030	750010	Payroll Salaries & Wages	106,951		108,627	110,257	
6,000	9,911	750011	Payroll Salaries & Wages - Overtime	6,000		6,090	6,181	
4,810	8,368	750012	Payroll Standby	4,810		4,811	4,883	
45,809	54,312	750015	Payroll Part Time Wages	46,508		47,205	47,912	
4,940	6,175	750072	Payroll Bar Staff Wages	4,940		5,014	5,090	
37,710	37,910	750030	Payroll Fringe Benefits	36,506		39,444	42,462	
7,866	7,316	750032	Payroll Part Time Benefit	8,232	*	9,399	10,600	
212,356	227,022		SUB TOTAL SALARIES, WAGES & BENEFITS	213,947		0	220,590	227,385
4,000	3,212	7500150	Office Supplies	4,000		4,000	4,000	
1,600	1,069	7500181	Telephone - Cellular	1,600		1,600	1,600	
7,000	3,974	7500210	Advertising & Promotions	7,000		7,000	7,000	
5,000	3,637	7500240	Postage & Couriers	5,000		5,000	5,000	
206	0	7500250	Memberships & Subscrip'ns	0		0	0	
250	840	7500260	Training & Courses	1,000		500	500	
700	961	7500270	Travel Expense	1,000	*	1,000	1,000	
9,600	8,756	7500590	Other Maint & Repairs	9,600		9,600	9,600	
6,700	10,442	7500670	Other Equipment Purchases	6,700		6,700	6,700	
15,000	21,730	7500800	Special Events - Sponsored Events	15,000		15,000	15,000	
700	72	7500830	Consumables Supplies - Bar	700		700	700	
2,800	3,424	7500831	Consumables - Non-alcohol purchase	2,800		2,800	2,800	
6,000	7,211	7500832	Consumables - Beer Purchases	6,000		6,000	6,000	
13,000	14,459	7500833	Consumables - Wine / Liquor Purchases	13,000		13,000	13,000	
6,000	1,697	7500851	Ghost Walks	0		2,500	0	
8,000	8,649	7500919	Bank Service Charges	8,000		8,000	8,000	
86,556	90,133		SUB TOTAL MATERIALS	81,400		0	83,400	80,900
298,912	317,155		TOTAL CONCERT HALL FACILITIES	295,347		0	303,990	308,285

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT HALL FACILITIES**

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>			
	<b>YEAR</b>	<b>CODE</b>	<b>OBJECT</b>	<b>DETAILS</b>
To provide the Town of Cobourg with a cultural facility for community and professional groups. To provide banquet facilities and community meeting rooms.	2017	750012/15	Payroll Salaries & Wages	Contractual Obligations
	2017	750011	Payroll Overtime	Reflects the overtime required to run box office and facility 7 days a week for shows, set-up, weddings
<b>PERFORMANCE DATA:</b>	2017	7500150	Office Supplies	Office supplies including ticket stock
	2017	7500210	Advertising and Promotions	Advertising associated with producing newsletters (1 a year) and series of shows produced by the Concert Hall as well as TODs signs, general advertising website and updates etc.
	2017	7500240	Postage and Couriers	Cost of mailing out two newsletters. Postage has been significantly increased in the last few years. New mailing fee will be charged to patrons who wish their tickets mailed to help recover some costs. Potential to only do one newsletter. Data base has over 4600 names.
	2017	7500250	Memberships & Subscriptions	Northumberland Today cancelled
	2017	7500670	Other Equipment Purchases	Consumable supplies for lighting and set-ups, wires required for technical products (screen gels and gobos)
	2017	7500800	Special Events - Sponsored Events	Shows produced specifically by the Concert Hall
	2017	7500851	Ghost Walks	Decreased due to alternate year for Ghost Walks.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: COMMUNITY **GRANTS**

ACCOUNT#: **7000.20**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
159,085	149,101	7020940	General Grants	0			0	0
15,050	4,333	7020942	Concert Hall	0			0	0
0			Allowance Community Grants	0			0	0
-100,000	0	7020912	Transfer from Reserve Northam - Hospital	0			0	0
74,135	153,434		SUB TOTAL OTHER CHARGES & TRANSFERS	0		0	0	0
74,135	153,434		TOTAL ORGANIZATION GRANTS	0		0	0	0

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**COMMUNITY GRANTS**

	<i>2016 Approved</i>	<i>2017 Request</i>	<i>2017 Approved</i>	<i>2018 Forecast</i>	<i>2019 Forecast</i>
<b>OTHER</b>					
<i>Cobourg &amp; District Community Care</i>	2,000	2,500		0	0
<i>Cobourg Museum Foundation - Property Taxes</i>	3,000	3,000		0	0
<i>Cobourg Museum Foundation - Capital Grant</i>	7,000	7,000		0	0
<i>Northumberland Orchestra</i>	2,000	2,000		0	0
<i>Victoria Hall Volunteers</i>	0	7,500		0	0
<i>Northumberland Senior Games - OSGA 55+ Games</i>	250	0		0	0
<i>Legion - Education Taxes</i>	1,250	1,250		0	0
<i>Victorian Operetta Society</i>	0	5,000		0	0
<i>Cornerstone Grant / CCC</i>	0	1,000		0	0
<i>Art Gallery</i>	20,000	0		0	0
<i>Marie Dressler</i>	8,500	0		0	0
<i>West Northumberland Curling Club</i>	10,000	0		0	0
<i>Safe Communities</i>	5,085	0		0	0
<i>Northumberland Hills Hospital - Cardiac Care Monitors</i>	100,000	0		0	0
<i>Ecology Garden</i>	0	1,929		0	0
<i>Northumberland Players (reduced Concert Hall Rental Rate)</i>				0	0
<i>Cobourg Community Garden Group</i>	0	700		0	0
<i>Cobourg Highland Games</i>	0	15,000		0	0
<i>Lions Club of Cobourg</i>	0	150,000		0	0
<i>Music and Motion</i>	0	1,500		0	0
<i>Northumberland Humane Society</i>	0	10,000		0	0
<i>Cobourg &amp; District Historical Society</i>	0	1,000		0	0
<i>Allowance for Non-Approved Grants</i>		-209,379			
<b>TOTAL COMMUNITY GRANTS</b>	159,085	0	0	0	0

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**COMMUNITY GRANTS**

	<i>2016 Approved</i>	<i>2017 Request</i>	<i>2017 Approved</i>	<i>2018 Forecast</i>	<i>2019 Forecast</i>
<b>OTHER CONCERT HALL GRANTS:</b>					
<i>Victoria Hall Volunteers</i>	7,000	0		0	0
<i>Cobourg and District Historical Society</i>	1,400	0		0	0
<i>Art Gallery of Northumberland</i>	185	0		0	0
<i>Victorian Operetta Society</i>	2,500	0		0	0
<i>The Concert Band</i>	2,000	0		0	0
<i>Marie Dressler Foundation</i>	185	0		0	0
<i>Dress for the Cause</i>	0	0		0	0
<i>Youth Theatre</i>	185	0		0	0
<i>Northumberland Film Sundays</i>	225	0		0	0
<i>Humane Society</i>	225	0		0	0
<i>Cornerstone Family Violence Prevention Centre</i>	225	0		0	0
<i>Shelter of Hope</i>	100	0		0	0
<i>Northumberland Players</i>	225	0		0	0
<i>Oriana Singers</i>	225	0		0	0
<i>Cobourg Collegiate Institute</i>	185	0		0	0
<b>TOTAL CONCERT HALL GRANTS</b>	14,865	0	0	0	0
<b>CONTINGENCY FUND</b>	185	0		0	0
<b>TOTAL GRANTS</b>	15,050	0	0	0	0

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **COMMUNITY GRANTS**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<p>To provide grants and/or subsidies to various Community Organizations.</p>	2017 / 18 / 19	7020940	General Grants	<p>All grants are subject to the Municipal Community Grants Policy</p> <p>Annual process so no amounts established for 2018 &amp; 2019.</p>
<p><b>PERFORMANCE DATA:</b></p> <p>Grants subject to change based on Grant Policy Establishment of Contingency Fund.</p>				



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CIVIC AWARDS COMMITTEE**

ACCOUNT#: **7000.30**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
1,000	0	7030210	Advertising & promotions	1,000			1,000	1,000
1,000	0	7030220	Printing	1,000			1,000	1,000
3,000	4,551	7030340	Presentations	3,000			3,000	3,000
-5,000	-4,500	7030991	Recoveries	-5,000			-5,000	-5,000
0	51		SUB TOTAL MATERIALS	0	*	0	0	0
0	51		TOTAL CIVIC AWARDS COMMITTEE	0	*	0	0	0

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CIVIC AWARDS COMMITTEE**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<p>Recognition of accomplishments of Cobourg Citizens. Annual presentation event.</p>	2017	7030991	Civic Awards - Recoveries	<p>This committee raises sufficient funds each year through sponsorship of the event to cover the costs associated with it. Any annual surplus is placed in a Special Holdings account in case of a future deficit.</p>
<p><b>PERFORMANCE DATA:</b></p> <p>The Civic Awards Committee is a self-funding organization. Any surplus of receipts over expenditures goes into a holding account for future use to cover potential deficient.</p>				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **SPECIAL EVENTS**

ACCOUNT#: **7100.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
77,084	68,128	710010	Payroll Salaries & Wages	78,275			79,449	80,641
1,000	6,061	710011	Payroll Overtime	2,941			2,985	3,030
0	4,992	710015	Payroll Part-time Wages	0			0	0
22,807	21,380	710030	Payroll Fringe Benefits	22,147			25,142	27,193
0	576	710031	Payroll Part-time Benefits	0			0	0
100,891	101,137		SUB TOTAL SALARIES, WAGES & BENEFITS	103,363	*	0	107,576	110,864
400	451	7100150	Office Supplies	400			400	400
1,500	1,856	7100180	Telephone	1,500			1,500	1,500
4,500	4,062	7100210	Advertising & Promotion	4,500			4,500	4,500
500	497	7100220	Printing	500			500	500
600	132	7100230	Photocopier Expense	600			600	600
150	0	7100240	Postage	100			100	100
1,000	565	7100250	Membership & Subscrip'ns	1,000			1,000	1,000
200	269	7100260	Training & Courses	200			200	200
2,800	2,939	7100270	Travel Expense	2,800			3,000	3,000
2,000	0	7100380	Conferences & Conventions	2,000			2,000	3,000
4,000	1,207	7100850	Sp Project - First Night	4,000			4,000	4,000
5,000	4,797	7100851	Sp Project - Movies in the Park	5,500			5,500	5,500
22,000	26,394	7100852	Sp Project - Sandcastle Festival	23,000			23,000	23,000
18,000	14,610	7100853	Sp Project - Christmas Magic	18,000			18,000	18,000
0	0	7100854	Sp Project - Winter Festival	0			0	0
2,000	3,496	7100860	Sp Project - Street Pianos	3,500			2,000	1,500
24,000	26,589	7100861	Sp Project - Canada Day Celebrations	30,000			24,000	24,000
3,000	6,080	7100862	Sp Project - Family Day in Cobourg	5,000			3,000	3,000
6,000	10,527	7100863	Sp Project - Christmas Market (Food Event)	6,000			6,000	6,000
30,000	29,707	NEW	Sp Project - Canada 150	60,000			0	0
-32,100	-26,216	7100991	Recoveries	-32,100			-32,100	-32,100
-7,000	-8,238	7100993	Recoveries - Event Permit Fee	-7,000			-8,000	-8,500
0	-575	7100995	Recoveries - Provincial Grant	-7,500			0	0
-1,000	0	7100996	Recoveries - Wedding Ceremonies	-1,500			-1,500	-1,500
87,550	99,149		SUB TOTAL MATERIALS	120,500	*	0	57,700	57,700
188,441	200,286		TOTAL COMMUNITY DEVELOPMENT DEPT	223,863	*	0	165,276	168,564

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **SPECIAL EVENTS DEPT**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To provide the Town of Cobourg with a Special Event Department including staff and resource responsible for organizing and coordinating all aspects of Town events and to act as a liaison with all community events. To provide economic and community impact reports.	2017	7100210	Advertising & Promotions	Promotions of Savoury Celebrations, Driftwood Shakespeare in the park and sponsorship, thank you's associated with volunteers, partners and sponsors. General advertising as required for the event application, award entry packages.
	<b>PERFORMANCE DATA:</b>			
An annual costing report on all events is provided each year. Evaluations will be completed on Town events to provide community and economic impact results and figures.	2017	7100250	Memberships & Subscriptions	Festivals and Events Ontario - \$400 IFEA (International Festivals and Events Association) - \$600
	2017	7100851	Movies on the Beach	Budget covers the full movie and rental for three movies each summer and VIP seating
	2017	7100852	Sandcastle Festivals	Celebrating 12 years this budget covers all costs and continues with the fireworks for one of the busiest and best weekends in Cobourg. Huge economic impact on Cobourg and downtown.
	2017	7100860	Street Pianos	Will continue the tradition with 3-4 pianos this summer
	2017	7100862	Family Day in Cobourg	Will replace all the activities for Winter Festival to the holiday Monday around the outdoor rink for all to enjoy
	2017	New	Sp Project - Canada 150	Funding for the coordinating committee and the marketing and pageantry of brand and all events surrounding the 150th celebrations
	2017	7100863	Christmas Market	4 day Christmas Market working in partnership with DBIA and other groups.
	2017	7100996	Wedding Ceremonies	Wedding ceremonies only will now be approved at various locations through the Municipal Event application - New Wedding Strategy to be completed
	2017	7100991	Recoveries	Reflects sponsorship collected and wristband sales at Sandcastle Festival, grants, etc.
	2017	7100993	Recoveries - Event Permit Fee	Permit fees from third party approved events 55+ each year.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**2017 FESTIVALS**

**Movies on the Beach (3 movies)**

Budget	5,500
Recoveries (Sponsorship)	-5,000
TOTAL	500

**12th Annual SandCastle Festival**

Budget	23,000
Recoveries - Title sponsor	-7,500
Recoveries (supporting sponsor - 3 @ \$500)	-1,500
Wristband Sales / Entry Fees	-5,000
TOTAL	9,000

**Christmas Magic**

Budget	18,000
Recoveries (Lakefront)	-2,300
TOTAL	15,700

**Family Day in Cobourg**

Budget - Ice Carving Demo / Interactive Ice Displays	4,000
Activities	1,000
Sponsor	-500
TOTAL	4,500

**First Night**

Fireworks	2,500
Music	1,500
TOTAL	4,000

**Street Pianos**

Pianos (3) donated	0
Artists fees / supplies	2000
Movers	1500
TOTAL	3500

**Canada Day**

Fireworks	22000
Entertainment, Sound, Parade	6000
Recoveries (Sponsorship and Grants)	(7300)
TOTAL	20700

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**2017 FESTIVALS**

**Food Event**

*Event related infrastructure/movie/guest chefs*

6000

*Recoveries (Sponsorship and Grants)*

(3000)

TOTAL

3000

**Recoveries**

**-32,100**

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **LIBRARY**

ACCOUNT#: **7600.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
17,000	6,733	7601524	Exterior Maintenance / Snowplowing	12,000			17,000	17,000
17,000	6,733		SUB TOTAL MATERIALS	12,000		0	17,000	17,000
782,581	990,581	7601940	Grants & Transfers	804,756	*		826,000	842,500
0	0	7601942	Transfer to/from reserve - Furnace Replacement	7,000			12,000	12,000
5,000	0	7601942	Transfer to/from reserve - Major Repairs	5,000			15,000	15,000
14,000	0	7601942	Transfer to/from reserve - Integrated Library System	10,000			0	0
8,000	0	7601942	Transfer to/from reserve - Computers / Printers	0			0	8,000
0	0	NEW	Transfer to/from reserve - Furniture	5,000			5,000	5,000
809,581	990,581		SUB TOTAL OTHER CHARGES & TRANSFERS	831,756	*	0	858,000	882,500
826,581	997,314		TOTAL LIBRARY	843,756	*	0	875,000	899,500

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **LIBRARY**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To fund share of Library operation costs.	2017	7601524	Exterior Maintenance	Amount is required to look after the grounds including fall leaf clean up, maintenance of bushes and flower beds and winter maintenance of walkways and parking lot.
<b>PERFORMANCE DATA:</b>	2017	7601940	Operating Grant	Amount as approved by the Cobourg Public Library Board for 2017 requirement.
Operating grants provided:	2017	7601942	Transfer to/from Reserve	Amounts as identified for future major expenditure items. Any allocated amounts not required in the current budget year will be transferred to Reserve for future projects as identified.
2016 - \$782,581	2017	NEW	Transfer to/from Reserve	New line created in 2017 and future years for furniture replacement.
2015 - \$753,228				
2014 - \$726,000				
2013 - \$687,340				
2012 - \$634,000				
2011 - \$615,366				
2010 - \$538,269 + \$40,000				
2009 - \$503,888 + \$40,000				
2008 - \$489,412 + \$40,000				
2007 - \$475,312 + \$30,000				
2006 - \$438,812 + \$30,000				
2005 - \$438,812				
2004 - \$388,812				
2003 - \$381,188 + \$20,000 (one time)				
2002 - \$366,880				
2001 - \$356,540				



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**PLANNING & RESIDENTIAL SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>PLANNING</b>								
PLANNING EXPENDITURES	360,584	439,776	379,575	5.3	0	(100.0)	383,564	395,306
PLANNING REVENUE	-63,500	-44,665	-64,000	0.8	0	(100.0)	-64,000	-64,000
NET PLANNING	297,084	395,111	315,575	6.2	0	(100.0)	319,564	331,306
<b>COMMITTEE OF ADJUSTMENT</b>								
COMM. OF ADJUSTMENT EXP.	64,262	36,340	65,699	2.2	0	(100.0)	67,528	69,597
COMM. OF ADJUSTMENT REV	-13,000	-4,585	-10,000	(23.1)	0	(100.0)	-10,000	-10,000
NET COMMITTEE OF ADJUSTMENT	51,262	31,755	55,699	8.7	0	(100.0)	57,528	59,597
<b>COBOURG HERITAGE COMM</b>	53,225	55,501	48,864	(8.2)	0	(100.0)	60,141	56,545
TOTAL EXPENDITURES	478,071	531,617	494,138	3.4	0	(100.0)	511,233	521,448
TOTAL REVENUES	-76,500	-49,250	-74,000	(3.3)	0	(100.0)	-74,000	-74,000
TOTAL PLANNING & RESIDENTIAL	401,571	482,367	420,138	4.6	0	(100.0)	437,233	447,448

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PLANNING & RESIDENTIAL**

FUNCTION/ACTIVITY: **PLANNING**

ACCOUNT#: **8000.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-13,000	-4,585	8709	Committee of Adjustment	-10,000	*		-10,000	-10,000
-60,000	-44,665	87039	Planning Fees	-60,000			-60,000	-60,000
-3,500		87037	Planning & Zoning Reports	-4,000			-4,000	-4,000
-76,500	-49,250		TOTAL PLANNING REVENUE	-74,000		0	-74,000	-74,000

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PLANNING & RESIDENTIAL**

FUNCTION/ACTIVITY: **PLANNING**

ACCOUNT#: **8000.100**

2016	2016		2017	2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	FINAL APPROVED	FORECAST	FORECAST
254,713	290,181	800010	Payroll Salaries & Wages	258,977		263,223	267,534
1,500	7,319	800011	Payroll Overtime	3,000		3,000	3,000
82,386	75,581	800030	Payroll Fringe Benefits	82,543		89,530	96,707
338,599	373,081		SUB TOTAL SALARIES, WAGES & BENEFITS	344,520	0	355,753	367,241
500	403	8000150	Office Supplies	350		350	400
1,000	849	8000160	Office Equip Purchases	1,000		1,000	1,000
3,800	822	8000180	Telephone Expenses	4,000 *		4,000	4,000
500	140	8000210	Advertising & Promotions	500		500	500
1,500	1,108	8000220	Printing	1,000		1,000	1,000
3,700	4,727	8000230	Photocopier Expenses	4,500 *		4,600	4,700
750	2,118	8000240	Postage & Couriers	100		250	250
3,240	4,663	8000250	Memberships & Subscrip'ns	3,500 *		3,600	3,700
3,500	1,664	8000260	Training & Courses	3,500		3,600	3,700
2,500	2,430	8000270	Travel Expense	2,500		2,600	2,700
3,600	4,231	8000380	Conferences & Conventions	4,000 *		4,000	4,000
0	0	NEW	Special Project - Office Renovations	7,500		0	0
0	0	8000894	Studies & Reviews #3 - Zoning Bylaw Update	0 *		0	0
0	15,193	8000895	Studies & Reviews - Official Plan Review	10,000 *		0	0
25,000	0	8000896	Studies & Reviews - Sustainability Plan	0		0	0
0	0	8000897	Studies & Reviews - Tannery Secondary Plan	20,000		0	0
20,000	0	8000898	Studies & Reviews #7 - Development Area C	20,000		20,000	20,000
-12,705	0	8000955	Building Dept. - Indirect Costs	-12,895		-13,089	-13,285
0	0	8000993	Recoveries - 50% Northam 50% Green Municipal	-20,000		0	0
-20,000	0	8000994	Recoveries - Development Area C	-20,000 *		-20,000	-20,000
0	0	8000995	Recoveries - Official Plan Review (DC)	-10,000		0	0
-25,000	0	8000997	Recoveries - Sustainability Plan (DC / Tax Rebate)	0 *		0	0
-2,400	-341	8000998	Recoveries - Source Water Protection	-500		-600	-600
9,485	38,007		SUB TOTAL MATERIALS	19,055 *	0	11,811	12,065
9,500	24,443	8000300	Legal Fees	12,000 *		12,000	12,000
3,000	4,245	8000360	Consultant Fees	4,000 *		4,000	4,000
12,500	28,688		SUB TOTAL CONTRACTED SERVICES	16,000 *	0	16,000	16,000
360,584	439,776		TOTAL PLANNING	379,575 *	0	383,564	395,306

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PLANNING & RESIDENTIAL**

FUNCTION/ACTIVITY: **PLANNING**

ACCOUNT #: **8000.100**

<b>STATEMENT OF PURPOSE:</b>				<b>HIGHLIGHTS/EXPLANATIONS:</b>			
Administration of the Corporation's Land Use Planning Program including Official Plan, Secondary Plans, Zoning By-laws, Site Plans, Subdivisions, etc.				YEAR	CODE	OBJECT	DETAILS
				<b>PERFORMANCE DATA:</b>			
2017/18/19	8000160	Office Equipment	Misc. office equipment & upgrades (i.e.. Computer hardware)				
New Applications                      2014            2015            2016				2017/18/19	8000180	Office Equipment Maintenance	Annual Blackberry charges for 4 staff
				2017/18/19	8000220	Printing	Cost for printing large reports, plans, newsletters
Official Plan	0	1	2	2017/18/19	8000230	Photocopier Expenses	Costs shared with Cobourg Heritage Committee
Zoning By-law	2	5	6	2017/18/19	8000250	Memberships & Subscriptions	OPPI / CPI - \$660 x 4 staff = \$2,640
Site Plan	6	7	6				Northumberland Today - \$75
Subdivision	8	4	5				Thomson Reuters - \$375
Zoning Compliance	46	45	43				Canadian Urban Institute - \$150
				2017/18/19	8000240	Postage & Couriers	Allocated to individual departments from Legislative
				2017/18/19	8000260	Training & Courses	Professional training for 4 planners
				2017/18/19	8000300	Legal Fees	Fees associated with general planning-related legal advice (non-recoverable) Additional \$2,000 for Policy Clerk/Bylaw Enforcement performing land registrations
				2017/18/19	8000360	Consultant Fees	Fees associated with general planning-related planning advice (non-recoverable)
				2017	NEW	Special Project - Office Renovations	Office renovations and upgrades to reflect Engineering/GIS re-location, OADA reg'ts, etc. \$15,000 50 / 50 split with Building Standards
				2017	8000895	OP Review	OP Update for Parks Master / Greenland / Parks / Open Space Policies
				2017/18/19	8000380	Conferences & Conventions	Annual fees associated with CIP/OPPI/OEMC, etc
				2017/18/19	8000896	Integrated Community Sustainability Plan	2017 is 3rd year of multi-year (4 yr) budget allocation (recoverable via Gas Tax Rebate and DC's)

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PLANNING & RESIDENTIAL**

FUNCTION/ACTIVITY: **PLANNING**

ACCOUNT #: **8000.100**

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>																																	
Administration of the Corporation's Land Use Planning Program including Official Plan, Secondary Plans, Zoning By-laws, Site Plans, Subdivisions, etc.	YEAR	CODE	OBJECT	DETAILS																														
	<b>PERFORMANCE DATA:</b>																																	
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">New Applications</td> <td style="width: 10%;">2014</td> <td style="width: 10%;">2015</td> <td style="width: 10%;">2016</td> <td></td> </tr> <tr> <td>Official Plan</td> <td style="text-align: center;">0</td> <td style="text-align: center;">1</td> <td style="text-align: center;">2</td> <td></td> </tr> <tr> <td>Zoning By-law</td> <td style="text-align: center;">2</td> <td style="text-align: center;">5</td> <td style="text-align: center;">6</td> <td></td> </tr> <tr> <td>Site Plan</td> <td style="text-align: center;">6</td> <td style="text-align: center;">7</td> <td style="text-align: center;">6</td> <td></td> </tr> <tr> <td>Subdivision</td> <td style="text-align: center;">8</td> <td style="text-align: center;">4</td> <td style="text-align: center;">5</td> <td></td> </tr> <tr> <td>Zoning Compliance</td> <td style="text-align: center;">46</td> <td style="text-align: center;">45</td> <td style="text-align: center;">43</td> <td></td> </tr> </table>	New Applications	2014	2015	2016		Official Plan	0	1	2		Zoning By-law	2	5	6		Site Plan	6	7	6		Subdivision	8	4	5		Zoning Compliance	46	45	43		2017/18/19	8000898	Cobourg East Community (Area C)	Expenses associated with review of development proposals in the Cobourg East S. P. (recoverable)
New Applications	2014	2015	2016																															
Official Plan	0	1	2																															
Zoning By-law	2	5	6																															
Site Plan	6	7	6																															
Subdivision	8	4	5																															
Zoning Compliance	46	45	43																															
	2017	8000998	Recoveries - Source Water	Recoveries for planning staff time associated with Source Water Protection policy development for County																														

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PLANNING & RESIDENTIAL**

FUNCTION/ACTIVITY: **COMMITTEE OF ADJUSTMENT**

ACCOUNT #: **8100.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
42,904	20,815	810010	Payroll Salaries & Wages	43,565			44,218	44,881
0	884	810011	Payroll Overtime	800			800	800
12,808	6,760	810030	Payroll Fringe Benefits	12,784			13,860	14,966
3,850	3,850	8100290	Honorarium	3,850			3,850	3,850
59,562	32,309		SUB TOTAL SALARIES, WAGES & BENEFITS	60,999	*	0	62,728	64,497
500	130	8100250	Memberships & Subscrip'ns	200			300	300
3,500	2,982	8100260	Training & Courses - Conference	3,300			3,300	3,500
500	919	8100270	Travel Expense	1,000	*		1,000	1,000
4,500	4,031		SUB TOTAL MATERIALS	4,500		0	4,600	4,800
200	0	8100300	Legal Fees	200			200	300
200	0		SUB TOTAL CONTRACTED SERVICES	200		0	200	300
64,262	36,340		TOTAL COMMITTEE OF ADJUSTMENT	65,699	*	0	67,528	69,597

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PLANNING & RESIDENTIAL**

FUNCTION/ACTIVITY: **COMMITTEE OF ADJUSTMENT**

ACCOUNT #: **8100.100**

<b>STATEMENT OF PURPOSE:</b>				<b>HIGHLIGHTS/EXPLANATIONS:</b>			
To render decisions on applications for consents and minor variances pursuant to the Planning Act.				YEAR	CODE	OBJECT	DETAILS
2017/18/19	8100260	Training & Courses	OACA Conference for 4 members and staff				
<b>PERFORMANCE DATA:</b>				2017/18/19	8100270	Travel expenses	Travel expenses for OACA Conference
To October 31, 2015				2017/18/19	8100290	Honourarium	Honourarium for quasi-judicial body (Committee of Adjustment and Property Standards)
	2014	2015	2016				
Consents	8	8	2				
Variances	8	7	5				
Property Standards App	0	0	2				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PLANNING & RESIDENTIAL**

FUNCTION/ACTIVITY: **COBOURG HERITAGE COMM**

ACCOUNT#: **7700.100**

2016	2016		2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
28,987	15,294	770010	Payroll Salaries & Wages	29,463		29,905	30,354
0	1,694	770011	Payroll Overtime	1,500		1,500	1,500
9,421	4,834	770030	Payroll Fringe Benefits	9,134		9,869	10,624
38,408	21,822		SUB TOTAL SALARIES, WAGES & BENEFITS	40,097	*	0	42,478
100	51	7700150	Office Supplies	100		100	100
1,000	401	7700210	Advertising & Promotions	1,000		1,000	1,000
250	0	7700220	Printing	200		200	200
600	0	7700230	Photocopier	600		600	600
200	0	7700240	Postage	200		200	200
500	225	7700250	Memberships & Subscrip'ns	500		500	600
1,700	1,412	7700260	Training & Courses	2,000	*	2,100	2,200
500	180	7700270	Travel Expense	500		500	500
1,800	0	7700360	Heritage Consultant	1,500		1,500	1,500
1,000	0	7700850	Plaques	1,000		1,000	1,000
0	21,427	7700851	Special Proj - Heritage Master Plan	0		0	0
50,000	12,336	7700852	Special Proj - Downtown Heritage Grant CIP	250,000		250,000	250,000
0	0	NEW	Special Proj - Cooley Park Interpretive Display	0		5,000	0
3,000	0	7700853	Special Proj - Heritage District Interpretive Signage	8,700		3,000	3,000
0	0	NEW	Special Proj - Historical Educational Video Series	7,000		0	0
0	0	7700916	Heritage Loan Interest	0	*	0	0
5,000	0	7700912	CAPS Reserve	5,000		5,000	5,000
-333	-3,780	7700991	Recoveries - Plaques	-333		-333	-333
0	0	7700994	Recoveries - Heritage Master Plan DC's	0		0	0
0	0	NEW	Recoveries - Cooley Park - Parkland Reserve	-5,000		0	0
-50,000	0	7700995	Recoveries - Downtown Heritage Grant CIP	-250,000		-250,000	-250,000
0	0	NEW	Recoveries - Canada 150th	-7,000		0	0
-3,000	0	7700913	Recoveries - CAPS Reserve	-8,700		-3,000	-3,000
12,317	32,252		SUB TOTAL MATERIALS	7,267		0	12,567
2,500	1,427	7700300	Legal Fees	1,500		1,500	1,500
2,500	1,427		SUB TOTAL CONTRACTED SERVICES	1,500		0	1,500
53,225	55,501		TOTAL COBOURG HERITAGE COMM	48,864		0	56,545



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PLANNING & RESIDENTIAL**

FUNCTION/ACTIVITY: **COBOURG HERITAGE COMM**

ACCOUNT #: **7700.100**

<b>STATEMENT OF PURPOSE:</b>					<b>HIGHLIGHTS/EXPLANATIONS:</b>			
Promote the preservation of architectural heritage for the Town of Cobourg.					YEAR	CODE	OBJECT	DETAILS
					<b>PERFORMANCE DATA:</b>			
To November 10, 2105								
	2014	2015	2016		2017/18/19	7700230	Photocopier Expenses	Shared with Planning
Heritage Permits	67	65	61		2017/18/19	7700240	Postage	Expenses for bulk mail-outs (i.e.. newsletters, etc.)
Heritage Permits Waived	67	65	61		2017/18/19	7700250	Memberships & Subscriptions	Cobourg & District Historical - \$35 Heritage Canada - \$150 Community Heritage - \$75 BlueBeam Software Licence - \$210
					2017/18/19	7700260	Training & Courses	Professional training for heritage staff and CHC
					2017/18/19	7700300	Legal Fees	Expenses associated with general heritage legal advice, appeals, etc. and implementation of Heritage Master Plan and Downtown CIP
					2017/18/19	7700360	Heritage Consultant	Consultant expenses associated with general heritage matters, advice, appeals, etc.
					2018	NEW	Cooley Park Heritage Interpretative Display	\$5,000 to implement heritage interpretative display at new Cooley Park as per Council-approved Landscape Master Plan (recoverable from Parkland Reserve account)
					2017/18/19	7700852	Downtown Heritage Grant Program	New incentive provides grants &/or loans to downtown landowners/merchants for approved restoration and/or intensification projects in accordance with Council's Strategic Plan Objective 2.1 and Downtown Vitalization Plan

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PLANNING & RESIDENTIAL**

FUNCTION/ACTIVITY: **COBOURG HERITAGE COMM**

ACCOUNT #: **7700.100**

<b>STATEMENT OF PURPOSE:</b>				<b>HIGHLIGHTS/EXPLANATIONS:</b>															
Promote the preservation of architectural heritage for the Town of Cobourg.				YEAR	CODE	OBJECT	DETAILS												
				<b>PERFORMANCE DATA:</b> To November 10, 2105				2017	7700853	Heritage District Interpretative Display	Year 2 of 4 year program to support and promote Town's cultural heritage in accordance with Council's Strategic Plan Objective 2.3 and Heritage Master Plan (recoverable from CAPs and Planning Reserve)								
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 10%; text-align: center;">2014</th> <th style="width: 10%; text-align: center;">2015</th> <th style="width: 10%; text-align: center;">2016</th> </tr> </thead> <tbody> <tr> <td>Heritage Permits</td> <td style="text-align: center;">67</td> <td style="text-align: center;">65</td> <td style="text-align: center;">61</td> </tr> <tr> <td>Heritage Permits Waived</td> <td style="text-align: center;">67</td> <td style="text-align: center;">65</td> <td style="text-align: center;">61</td> </tr> </tbody> </table>									2014	2015	2016	Heritage Permits	67	65	61	Heritage Permits Waived	67	65	61
					2014	2015	2016												
Heritage Permits	67	65	61																
Heritage Permits Waived	67	65	61																
				2017/18/19	7700912	CAPS Reserve	\$5,000 annual contribution to build reserve for public art projects												
				2017/18/19	7700995	Recoveries - Downtown Heritage Grant CIP	Recoveries from Holdco												
				2017	NEW	Recoveries - Canada 150th	Federal 150 Celebration Funding anticipated												

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**COMMERCIAL & ECONOMIC DEVELOPMENT SUMMARY**

FUNCTION	BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>HENLEY ARCADE</b>	3,300	2,499	3,300	0.0	0	(100.0)	3,300	3,300
<b>SECOND STREET FIRE HALL</b>	6,000	3,911	6,300	5.0	0	(100.0)	6,300	6,300
SUB TOTAL COMMERCIAL	9,300	6,410	9,600	3.2	0	(100.0)	9,600	9,600
<b>ECONOMIC DEVELOPMENT</b>	351,704	227,874	335,501	(4.6)	0	(100.0)	373,758	372,582
<b>TOURISM</b>	241,318	194,260	244,573	1.3	0	(100.0)	256,433	260,997
SUB TOTAL ECONOMIC	593,022	422,134	580,074	(2.2)	0	(100.0)	630,191	633,579
TOTAL COMMERCIAL & ECONOMIC DEVELOPMENT	602,322	428,544	589,674	(2.1)	0	(100.0)	639,791	643,179

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **COMMERCIAL**

FUNCTION/ACTIVITY: **HENLEY ARCADE**

ACCOUNT#: **7900.100**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
1,000	839	7901460	Utilities	1,000			1,000	1,000
500	345	7901470	Building Maintenance	500			500	500
0	0	7901570	Special Project - Henley Arcade Improvements	0			0	0
0	0	7901913	Recoveries - Holdco	0			0	0
1,500	1,184		SUB TOTAL MATERIALS	1,500		0	1,500	1,500
1,800	1,315	7901320	Insurance	1,800			1,800	1,800
1,800	1,315		SUB TOTAL CONTRACTED SERVICES	1,800		0	1,800	1,800
3,300	2,499		TOTAL HENLEY ARCADE	3,300		0	3,300	3,300

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **COMMERCIAL**

FUNCTION/ACTIVITY: **HENLEY ARCADE**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To fund utilities and other maintenance items per agreement with Victoria Operetta Society.	2016	7901470	Building Maintenance	Snow removal from walkway
<b>PERFORMANCE DATA:</b>  Clear snow / ice Maintain winter / summer				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **COMMERCIAL**

FUNCTION/ACTIVITY: **SECOND STREET FIRE HALL**

ACCOUNT#: **7900.200**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
1,000	18	7902470	Building Maintenance	1,000			1,000	1,000
1,000	18		SUB TOTAL MATERIALS	1,000		0	1,000	1,000
5,000	3,893	7902320	Insurance	5,300	*		5,300	5,300
5,000	3,893		SUB TOTAL CONTRACTED SERVICES	5,300	*	0	5,300	5,300
6,000	3,911		TOTAL SECOND STREET FIRE HALL	6,300	*	0	6,300	6,300

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **COMMERCIAL**

FUNCTION/ACTIVITY: **SECOND STREET FIRE HALL**

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>			<b>DETAILS</b>
	<b>YEAR</b>	<b>CODE</b>	<b>OBJECT</b>	
<p>This building is managed by the Northumberland Players. All utilities paid by tenant. Maintain flower boxes in summer months, maintain exterior of building, snow removal, and maintain fire protection systems.</p>	2017	7902470	Building Maintenance	<p>Exterior maintenance is the responsibility of the Town. Minor items not impacted by capital work.</p> <p>Anticipate significant capital project will proceed in 2017 as indicated in capital budget.</p>
<b>PERFORMANCE DATA:</b>				

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **COMMUNITY DEVELOPMENT**

FUNCTION/ACTIVITY: **ECONOMIC DEVELOPMENT**

ACCOUNT#: **8910.100**

2016 BUDGET	2016 YTD	CODE	OBJECT	2017 DEPT REQUEST	*	2017 FINAL APPROVED	2018 FORECAST	2019 FORECAST
204,907	159,808	891010	Payroll Salaries & Wages	207,332			210,442	213,599
3,482	4,814	891011	Payroll - Overtime	3,182			3,230	3,278
5,240	2,979	891011	Payroll Summer Students	6,650	*		6,749	6,851
61,803	20,245	891030	Payroll Fringe Benefits	63,063	*		68,282	73,644
812	87	891031	Payroll Summer Student Benefits	1,064	*		1,215	1,370
276,244	187,933		SUB TOTAL SALARIES, WAGES & BENEFITS	281,291		0	289,918	298,742
300	440	8910150	Office Supplies	900	*		300	300
3,350	1,355	8910180	Telephone & Answering Svc	3,350			3,350	3,350
5,150	925	8910210	Advertising & Promotions	7,550	*		8,150	8,150
900	1,511	8910230	Photocopier Expense	900			900	900
200	16	8910240	Postage & Couriers	200			200	200
1,300	1,497	8910250	Memberships & Subscrip'ns	1,370	*		1,300	1,300
800	20	8910260	Training & Courses	800			800	800
1,200	104	8910270	Travel Expense	1,200			1,200	1,200
100	16	8910370	Meals & Refreshments	100			100	100
2,000	272	8910380	Conferences & Conventions	2,000			2,000	2,000
0	21	8910399	Misc Admin Expenses	0	*		0	0
5,500	5,239	8910460	Utilities	5,500			5,500	5,500
9,800	6,930	8910470	Building Maintenance	9,800			9,800	9,800
0	0	8910990	Recoverable Expense	0	*		0	0
-560	-1,593	8910992	Government Grant Wages	-560			-560	-560
30,040	16,753		SUB TOTAL MATERIALS	33,110	*	0	33,040	33,040
800	558	8910320	Liability Insurance	800			800	800
0	0 NEW		Special Project - Downtown Revitalization Plan	45,000			0	0
44,620	26,162	8910890	Studies & Reviews	35,300			50,000	60,000
45,420	26,720		SUB TOTAL CONTRACTED SERVICES	81,100	*	0	50,800	60,800
0		8910912	Transfer from Holdco Reserve	0			0	0
0	NEW		Transfer from Economic Development Reserve	-60,000			0	0
0	-3,532	8910993	Recoveries - RED Grant	0			0	-20,000
0	-3,532		SUB TOTAL OTHER CHARGES & TRANSFERS	-60,000		0	0	-20,000
351,704	227,874		TOTAL ECONOMIC DEVELOPMENT	335,501	0	0	373,758	372,582

12/29/16

\*Indicates increase over previous year



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **COMMUNITY DEV.**

FUNCTION/ACTIVITY: **ECONOMIC DEVELOPMENT**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<p>Promote Town as a destination for investment through marketing, linkages with public and private sector agencies and target sectors. Maintain and enhance the data base and library information, provide small business support. Work with existing business and industry to help them expand.</p> <p><b>PERFORMANCE DATA:</b></p> <p><b>Marketing and Promotions</b> Website, promotional ads, business retention activities, community profile promotion and Strategic Plan Implementation.</p>	2017	8910150	Office Supplies	Design and print new portfolios for marketing materials will require an increase to this budget
	2017	8910170	Office Equipment	New laptop
	2017	8910210	Advertising & Promotions	An additional \$3,000 has been included to carry out advertising of new Economic Development location
	2017	8910250	Memberships & Subscriptions	Human Resources Professional Association (HRPA) - \$420 Northumberland Central Chamber of Commerce - \$200 Ontario East Economic Development Corporation - \$410 Northumberland Today Newspaper subscription - \$220 Business Retention & Expansion International - \$120
	2017	8910260	Training & Courses	Includes place holder of \$300 for HR mandatory training. Also includes fees for Business Retention webinars and OMAFRA workshops. Travel costs are included
	2017	8910270	Travel	Includes travel for 3 employees local / regional travel & Ontario East general meeting travel.
	2017	8910380	Conferences & Conventions	Includes fees for 2 staff members to attend Ontario East Municipal Conference. Also includes fees for Eastern Ontario Food Forum and HR Employment Law Conference. Includes travel costs. Note: this account had a 2016 surplus as one staff member did not attend the municipal conference as anticipated.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**ECONOMIC DEVELOPMENT  
2017 MARKETING AND PROMOTIONS BUDGET**

<i>Cobourg Street Map Ad featuring new location</i>	350
<i>Economic Development Landing page hosting fees</i>	1500
<i>Business Achievement Awards</i>	500
<i>Advertising Campaign new location - radio, print, social media</i>	3000
<i>Promotional Souvenirs - provided to clients / conferences / trade shows</i>	1800
<i>Pop-up Banner for display at conference, trade shows, seminars etc. (price includes design)</i>	400
<b>TOTAL</b>	<b>7550</b>

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**ECONOMIC DEVELOPMENT  
2017 Strategic Plan Budget**

<b>Objective #1 - Execution of Downtown Vitalization Plan:</b>	\$45,000
Downtown Marketing Plan - Consumer Attraction, Residents & Business	
Downtown Marketing Plan - Consumer Attraction, Tourists (see tourism budget)	
Parking & Pedestrian wayfinding signs (see capital budget)	
Incorporate 3D Visualization into Town's website	
Implement Victoria Square Final Phase (see public buildings budget)	
<b>Subtotal</b>	<b>\$45,000</b>
 <b>Objective #2 - Marketing for Service / Retail Business Attraction</b>	
Marketing campaign and membership in Ontario East Economic Development Commission, Innovative Rural Opportunity Team promoting Cobourg to the super-creative core of the "creative class" via blogs, social media and website development	\$2,000
Complete the Cultural Master Plan (see Culture & Recreation Development Budget)	
Continue to operate the Youth Entrepreneur Partnership. Budget includes maintenance & repairs of beach kiosks, signage & marketing the program in the newspaper and radio	
<b>Subtotal</b>	<b>\$4,000</b>
<b>Subtotal</b>	<b>\$6,000</b>
 <b>Objective #3 - Manufacturing Attraction with Focused Target Markets</b>	
Outreach sales campaign to sight selectors; client visitation expenses	\$2,500
On-Line Trade magazine ad (SIOR Site Selector On-line Newsletter 39 weeks)	\$6,800
Populate Cobourg YouTube channel - targeted video clips, testimonials	\$0
Ontario East Food Team Membership - Marketing to attract food industries to Eastern Ontario & Cobourg	\$3,000
Attend U.S. & Canadian trade shows as identified through Ontario East Economic Development Commission - budget includes airfare, meals, mileage & accommodation expenses as well as client meeting expenses	\$4,000
Remain active member of Ontario East Economic Development Commission attending quarterly functions (includes travel & accommodations)	\$500
<b>Subtotal</b>	<b>\$16,800</b>
 <b>Objective #4 - Business Retention &amp; Expansion</b>	
Research & implement a labour market study (supply of labour) jointly with the WDB, NMA and other community partners	Grant secured
Influence residents to increase spending in local independent businesses - support Shop Local Campaign	\$1,000
NMA Membership Fee includes exposure as conference workshop and golf tournament sponsor	\$3,500
Promote Business Advisory Centre Northumberland's Faster Forward Business Success Program, youth programs and small business starts	\$3,000
Partner with NMA to attract new industries & expand existing industries (both members and non-members of NMA will utilize programs and services developed by NMA)	
<b>Subtotal</b>	<b>\$5,000</b>
<b>Subtotal</b>	<b>\$12,500</b>
 <b>TOTAL</b>	<b>\$80,300</b>

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **COMMUNITY DEVELOPMENT**

FUNCTION/ACTIVITY: **TOURISM**

ACCOUNT#: **8920.100**

2016	2016		2017		2017	2018	2019	
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
92,732	89,118	892010	Payroll Salaries & Wages	70,830			74,328	75,443
2,400	3,045	892011	Payroll - Overtime	2,400			2,436	2,473
0	157	892012	Tourism - Standby	0			0	0
31,444	30,690	892015	Payroll Summer Ambassadors	39,778	*		40,374	40,980
30,918	30,039	892030	Payroll Fringe Benefits	22,701			24,528	26,405
4,874	3,545	892031	Payroll Summer Ambassadors Benefits	6,364	*		7,267	8,196
162,368	156,594		SUB TOTAL SALARIES, WAGES & BENEFITS	142,073		0	148,933	153,497
500	628	8920150	Office Supplies	500			500	500
500	388	8920160	Office Equipment Purchase	500			500	500
1,500	1,131	8920180	Telephone & Answering Svc	1,500			1,500	1,500
68,700	43,187	8920210	Advertising & Promotions	94,000	*		100,000	100,000
1,000	524	8920230	Photocopier Expense	1,000			1,000	1,000
1,500	929	8920240	Postage & Couriers	1,500			1,500	1,500
0	0	8920250	Membership & Subscrip'ns	250	*		250	250
500	0	8920260	Training & Courses	2,500	*		1,500	1,500
1,000	701	8920270	Travel Expense	2,000	*		2,000	2,000
1,000	630	8920380	Conferences & Conventions	1,000			1,000	1,000
3,000	0	8920390	Souvenir Purchases	3,000			3,000	3,000
4,000	4,072	8920851	Special Project - Bike Rental Program	500			500	500
750	720	8920919	Bank Service Fees	750			750	750
-3,000	-4,178	8920991	Government Grant - Wages	-3,000			-3,000	-3,000
-500	-4,957	8920992	Filming Recoveries	-2,000			-2,000	-2,000
80,450	43,775		SUB TOTAL MATERIALS	104,000	*	0	109,000	109,000
-1,500	-981	8871	Souvenir Sales	-1,500			-1,500	-1,500
0	-5,128	NEW	Bike Rentals	0			0	0
-1,500	-6,109		TOTAL REVENUE	-1,500		0	-1,500	-1,500
241,318	194,260		NET TOURISM	244,573		0	256,433	260,997

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **COMMUNITY DEV**

FUNCTION/ACTIVITY: **TOURISM**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<p>To promote the Town as a tourist destination through marketing and linkages with public and private sector organizations. Maintain relevant tourism-related demographics, database and visitor information and co-ordinate the annual visitors guide. Work with the existing tourism related business to create co-op marketing opportunities.</p> <p><b>PERFORMANCE DATA:</b></p> <p><b>Demographics and Database Management</b> Maintain event listings, visitor demographics, inventory of tourism-related business &amp; services.</p> <p><b>Visitor Information</b> Keep inventory of local, regional and provincial tourism information, conduct tours, maintain kiosks and other visitor information services.</p> <p><b>Marketing &amp; Brand Strategy</b> Continue to build on our brand "Ontario's Feel Good Town". Develop and implement strategies that include radio, print, web site &amp; social media.</p> <p><b>Souvenirs</b> Maintain an inventory of Cobourg souvenirs. Employees and council can purchase items at cost.</p>	2017	892015	Payroll Summer Ambassadors	Extend Tourism Ambassador's positions to 16 weeks. Improve customer service by increasing tourism presence in the downtown and at the waterfront from 12 weeks (June 20 - Sept 4) to 16 weeks (May 16 - Sep 6) this includes 2 - 3 weeks of training.
	2017	8920260	Training & Courses	Introduce customer service training within the entire Division. Customer service has a big impact on the success of an organization. It will motivate & engage members of staff, improve their knowledge and skill set and increase customer satisfaction, retention and loyalty.
	2017	8920210	Advertising & Promotions	Increase use of local assets and spending by our residents and increase visits and spending by our visitors. New marketing initiatives include: bi-annual Recreation & Leisure Guide, increase presence on the internet through paid advertising i.e. Facebook ads and increase presence on social networks. Increase video development at CCC and create an image library. Introduce a customer service survey to assist with our marketing efforts.

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**2017 MARKETING AND PROMOTIONS BUDGET**

<b>Website</b>	5,150
<b>Social Media (daily updates, advertising)</b>	13,650
<b>Print Material (visitor guide, brochures, maps)</b>	33,100
<b>Video &amp; Photography Development</b>	9,000
<b>Signage (kiosks, TODs, banners, banner-ups)</b>	7,500
<b>Radio</b>	5,000
<b>Other</b>	20,600
<b>TOTAL</b>	<b>94,000</b>

**Other - Details**

Ambassador Program - training, uniforms, coffee	3,000
CTM (distribution of guide) includes print and digital	7,000
Writer	5,600
Media / FAM Tours	2,000
Consumer Show (Boat Show)	0
Customer Survey	3,000
<b>TOTAL</b>	<b>20,600</b>

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**CAPITAL PROJECTS SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>CAPITAL LEVY</b>	346,550	404,916	344,995	(0.4)		0 (100.0)	1,989,250	1,420,000

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CAPITAL**

FUNCTION/ACTIVITY: **CAPITAL LEVY**

ACCOUNT#: **9800.10**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
346,550	346,550	9401911	Transfer to Capital	344,995			1,989,250	1,420,000
346,550	346,550		SUB TOTAL OTHER CHARGES & TRANSFERS	344,995		0	1,989,250	1,420,000
346,550	346,550		TOTAL CAPITAL LEVY	344,995		0	1,989,250	1,420,000

12/29/16

\*Indicates increase over previous year



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CAPITAL**

FUNCTION/ACTIVITY: **CAPITAL LEVY**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To fund various Capital projects from the Current Levy.			GENERAL GOVERNMENT	30,000
			PROTECTION - POLICE	50,000
<b>PERFORMANCE DATA:</b>			PROTECTION - FIRE	0
			PROTECTION - OTHER	0
			PUBLIC WORKS	209,245
			PARKS AND RECREATION	35,750
			CULTURE AND COMMUNITY	10,000
			ECONOMIC DEVELOPMENT & TOURISM	10,000
			TOTAL CAPITAL LEVY	344,995

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**LONG TERM DEBT SUMMARY**

FUNCTION	2016 BUDGET	2016 YTD	2017 DEPT REQUEST	%	2017 FINAL APPROVED	%	2018 FORECAST	2019 FORECAST
<b>POLICE DEBT</b>	106,100	102,545	9,700	(90.9)	0	(100.0)	0	0
<b>TRANSPORTATION DEBT</b>	364,300	346,636	429,000	17.8	0	(100.0)	446,600	398,000
<b>ENVIRONMENTAL DEBT</b>	0	445,779	0	-	0	-	0	0
<b>PARKS &amp; RECREATION DEBT</b>	0	276,036	64,200	-	0	-	100,700	151,800
<b>LIBRARY DEBT</b>	-40,000	-40,000	-40,000	0.0	0	(100.0)	-40,000	-40,000
<b>LANDFILL</b>	283,500	284,807	160,500	(43.4)	0	(100.0)	118,500	118,500
<b>TOTAL DEBT</b>	713,900	1,415,803	623,400	(12.7)	0	(100.0)	625,800	628,300

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PROTECTION**

FUNCTION/ACTIVITY: **POLICE DEBT CHARGES**

ACCOUNT#: 2130

2016	2016		2017	2017	2018	2019
BUDGET	YTD	CODE	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
106,100	102,545	2130950 Long Term Debt	9,700		0	0
0	0	2130991 Recoveries	0 *		0	0
106,100	102,545	SUB TOTAL OTHER CHARGES & TRANSFERS	9,700	0	0	0
106,100	102,545	TOTAL PROTECTION POLICE DEBT CHARGES	9,700	0	0	0

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PROTECTION - POLICE**

FUNCTION/ACTIVITY: **POLICE DEBT CHARGES**

ACCOUNT #: **2130.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:		
To fund long term debt for Police Facility related projects.		Debt	Repayment
	Projects to be Issued:		
	2006 - Bylaw #26-07	500,000	9,700
		500,000	9,700
	Recoveries		
	Holdco Reserve	0	
	Total Recoveries	0	
<b>PERFORMANCE DATA:</b>			

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **TRANSPORTATION**

FUNCTION/ACTIVITY: **ROADS CONSTR. DEBT CHARGES**

ACCOUNT#: **3300.100**

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
364,300	346,636	3300950	Long Term Debt	629,745	*		574,445	530,245
		3300991	Recoveries	-200,745			-127,845	-132,245
364,300	346,636		SUB TOTAL OTHER CHARGES & TRANSFERS	429,000	*	0	446,600	398,000
364,300	346,636		TOTAL TRANSPORTATION DEBT CHARGES	429,000	*	0	446,600	398,000

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **TRANSPORTATION**

FUNCTION/ACTIVITY: **ROADS CONSTR. DEBT CHARGES**

ACCOUNT #: **3300.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:		
To fund long term debt for Transportation related projects.		Debt	Repayment
<b>PERFORMANCE DATA:</b>	Issued:  2006 - Bylaw #26-07 2013 - Bylaw #51-13 2017 - New - Public Works/Parks Facility 2017 - New - Roads - Division St  Total    Recoveries: Holdco Reserve	1,713,000 208,083 2,000,000 1,000,000  4,921,083    -200,745  -200,745	55,300 44,200 418,000 112,245  629,745

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **SEWER - DEBT CHARGES**

ACCOUNT#: **4800.10**

2016	2016			2017	*	2017		2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST		FINAL APPROVED		FORECAST	FORECAST
470,000	445,779	4800950	Long Term Debt	882,000	*			882,000	733,100
-470,000		4800991	Recoveries	-882,000				-882,000	-733,100
0	445,779		SUB TOTAL OTHER CHARGES & TRANSFERS	0	*	0		0	0
0	445,779		TOTAL DEBT CHARGES	0	*	0		0	0

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **DEBT CHARGES**

ACCOUNT #: **4800.10**

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>		
To fund long term debt issued for sewage related projects.		Debt	Repayment
	Issued: Bylaw #81-95		
<b>PERFORMANCE DATA:</b>	Projects to be Issued:		
	Bylaw #51-09	2,375,000	296,000
	Bylaw #50-13	1,500,000	174,000
	2017 - New - Headworks Plant #1	6,000,000	412,000
	Total	9,875,000	882,000
	To be paid from Sewer Reserve		-882,000
	Total		0



**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & REC**

FUNCTION/ACTIVITY: **PARKS & RECREATION - DEBT CHARGES**

ACCOUNT#: 7290950

2016	2016			2017		2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
276,000	276,036	7290950	Long Term Debt	484,500	*		484,500	484,500
-276,000		7290991	Recoveries	-420,300			-383,800	-332,700
0	276,036		SUB TOTAL OTHER CHARGES & TRANSFERS	64,200	*	0	100,700	151,800
0	276,036		TOTAL PARKS & RECREATION DEBT CHARGES	64,200	*	0	100,700	151,800

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & REC**

FUNCTION/ACTIVITY: **PARKS & RECREATION DEBT CHARGES**

ACCOUNT #: **7600.200**

STATEMENT OF PURPOSE: To fund long term debt for Parks & Recreation related projects.	HIGHLIGHTS/EXPLANATIONS:		
PERFORMANCE DATA:	Issued:	Debt	Repayment
	2013 - Bylaw #27-13	4,000,000	276,000
	2017 - New - Public Works/Park Facility	1,000,000	208,500
		<u>5,000,000</u>	<u>484,500</u>
	Recoveries:		
	Holdco	-144,300	
	Development Charges	-276,000	
	Total Recoveries	<u>-420,300</u>	

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **LIBRARY - DEBT CHARGES**

ACCOUNT#: 7600

2016	2016			2017	*	2017		2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST		FINAL APPROVED		FORECAST	FORECAST
-40,000	-40,000	7600950	Long Term Debt	-40,000	*			-40,000	-40,000
-40,000	-40,000		SUB TOTAL OTHER CHARGES & TRANSFERS	-40,000	*	0		-40,000	-40,000
-40,000	-40,000		TOTAL LIBRARY DEBT CHARGES	-40,000	*	0		-40,000	-40,000

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & REC**

FUNCTION/ACTIVITY: **LIBRARY - DEBT CHARGES**

ACCOUNT #: **7600.200**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:		
Development charges collected towards debenture debt payment in prior years.	Transfer from Development Charges		-40,000
PERFORMANCE DATA:			

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **LANDFILL - DEBT CHARGES**

ACCOUNT#: 4420

2016	2016			2017	2017	2018	2019
BUDGET	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
283,500	284,807	4420950	Long Term Debt	160,500		118,500	118,500
0	0	4420991	Recoveries	0	0	0	0
283,500	284,807		SUB TOTAL OTHER CHARGES & TRANSFERS	160,500	0	118,500	118,500
283,500	284,807		TOTAL LANDFILL DEBT CHARGES	160,500	0	118,500	118,500

12/29/16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2017 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **LANDFILL - DEBT CHARGES**

ACCOUNT#: 4420

<b>STATEMENT OF PURPOSE:</b>	<b>HIGHLIGHTS/EXPLANATIONS:</b>		
To fund long term debt for costs related to closing former Town of Cobourg landfill site.	Issued:		
	2007 - Bylaw #26-07	1,300,000	42,000
	2010 - Bylaw #72-10	1,000,000	118,500
		2,300,000	160,500
<b>PERFORMANCE DATA:</b>			