



2020 Draft Operating Budget

Amended February 10, 2020



TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
ALL DEPARTMENTS *amended

	2019 Estimated Actuals	2019 Budget	2020 Budget	Increase / (Decrease)	% Change
Operating Expenditures	17,609,540	17,425,500	19,239,500	1,814,000	10.41%
Revenues / Recoveries	(5,801,348)	(4,510,800)	(5,493,700)	(982,900)	-21.79%
Net Operating Budget	11,808,192	12,914,700	13,745,800	831,100	6.44%
		Growth	(111,800)		-0.87%
		PIL	(90,000)		-0.70%
		Total Tax Levy	13,544,000		4.87%

Budget Summary

Full Time Wages & Benefits

Salary / wage rate increase	75,000		
Progression	7,400		
Change in Overtime	(30,200)		
New Retiree (5)	24,500		
Group Benefits for retirees expired (7)	(12,700)		
New Accounting Analyst as per Long Range Staffing Strategy	41,300		
New Public Works Operator as per Long Range Staffing Strategy	40,400		
New Parks Attendant as per the Long Range Staffing Strategy (starts November 1)	12,700		
Conversion of Planner to Planning Manager	6,300		
Statutory payroll costs / benefit premiums	(16,900)		
		<u>147,800</u>	1.14%

Part Time (PT) Wages & Statutory Payroll Costs

Wage rate increase	2,700		
Eliminate Seasonal for new Public Works Operator	(21,800)		
Decrease to Volunteer Firefighter allocation	(16,600)		
Increase in Seasonal offset by decrease in Students	21,600		
Decrease in Students offset by increase in Seasonal	(22,200)		
Crossing Guards	5,900		
Increase in hours for PT rec programmer for summer, offset by one less student	(200)		
Increased hours for Youth Room to open in summer	5,200		
Increase in Arena staff hours for weekend front counter coverage	1,600		
Increase in Daycamp staff due to one additional week of summer vacation	11,600		
Increase in Inclusion Councillors due to one additional week of summer vacation	11,600		
Slight increase in staffing requirements due to additional week of summer vacation	2,400		
Statutory payroll costs	200		
		<u>2,000</u>	
Total Wages & Benefits		<u>149,800</u>	1.16%

Tranfers to Reserves

3% Roads Levy Reserve	387,500		
0.5% levy directed to Building and Facilities Reserve	67,800		
0.5% levy directed to Vehicle & Equipment Reserve	67,700		
		<u>523,000</u>	4.05%

TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
ALL DEPARTMENTS *amended

Roads and Related Expenditure Increases / (Decreases)

Addition of contract patching to assist with road maintenance in spring	60,000		
Decrease in winter emergency limestone based on prior year actuals	(35,500)		
Increase in culverts as a result of an increase in internal ditching	30,000		
Increase in sand and salt based on new tender rates and quantities	21,600		
Removal of a Shanley St stormpipe repair, costs to be recovered	(10,000)		
Road sweeping:			
New Region water fee required for road sweeping	9,000		
New road sweeping to be done in the fall	3,900		
Increase in road sweeping costs based on new tender	8,700	21,600	
			87,700 0.68%

Major Revenues

Increase in bank and investment interest income	(110,000)		
Decrease in projected Planning revenue for 2020	27,200		
Transfer OCIF grant funding to capital	23,500		
Increase Day camp revenue due to an extra week of summer vacation	(20,000)		
Decrease in culvert revenue based on lower demand	18,400		
Slight decrease in OMPF funding for 2020	13,700		
Increase in site alteration fees based on prior year actuals	(12,000)		
Increase in Summer Student grant based on prior year actuals	(17,000)		
Increase in pickleball revenue	(10,000)		
Durham College grant for Inclusion councillors for special needs campers	(8,400)		
User Fee Changes:			
Minor Hockey - SCRC	42,400		
Non-res Youth - SCRC	(6,200)		
Mojacks	3,600		
Spring & summer rentals	(3,100)		
Adult Leagues - SCRC	3,100		
PP Figure Skating - SCRC	1,600		
Room Rentals	(1,500)		
Private Adult Groups - SCRC	(700)		
Curling Club - BRC	4,500		
Figure Skating - BRC	1,400		
Minor Hockey - BRC	200		
Room Rentals	100		
Private Groups - BRC	(500)		
Net Increase in Revenues			(49,700) -0.38%

TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
ALL DEPARTMENTS *amended

Major Operating Expenditure Increases / (Decreases)

Eliminate transfers from reserve for election and hospice donation	67,500	
Increase in fleet repairs based on prior year actuals and aging fleet	45,000	
Future staffing needs related to growth	44,700	
Decrease in contracted snow plowing as parking lots will be salted by new parks attendant	(30,000)	
2020 Growth assessment transfer to Major Facilities Reserve	28,000	
New Cell phone plan initiated in 2019 plus additional telecommunication savings	(21,000)	
Increase in catch basin costs due to new legislation of proper disposal of contaminated waste	19,300	
Decrease in tree replacement program due to several volunteer group plantings	(15,000)	
New caretaking agreement resulting in lower fees	(15,000)	
Decrease in grader rental for snow clearing due to newer fleet	(10,000)	
New budget for clean out of Oil Grit Separators and annual inspections	10,000	
Decrease in recreation waste disposal costs as long term contract ended	(8,600)	
Increase in SCRC building maintenance based on prior year actuals and aging facility	7,200	
New security installation at Museum for Log Cabin, Lee House and Church	3,000	
New Storage container required for SCRC	3,000	
Insurance	(1,300)	
misc	(6,500)	
Total Major Operating Expenditure Increases / (Decreases)	120,300	0.93%
Net Increase in 2020 Operating Budget	831,100	6.44%

	13,745,800	6.44%
Growth	(111,800)	-0.87%
PIL	(90,000)	-0.70%
Total 2019 Levy	13,544,000	4.87%

TOWNSHIP OF SCUGOG
2020 Operating Budget

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfer	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
<i>Mayor & Council</i> *amended	2,72,285	323,300	322,700	(600)	(0.19%)	(600)	0					322,700
Office of the CAO	444,534	579,800	625,400	45,600	7.86%	7,200	2,400	(36,700)		72,700		625,400
Corporate Services	753,911	795,300	875,900	80,600	10.13%	62,500	800	300		800	16,200	875,900
Finance	19,856	317,400	250,000	(67,400)	(21.24%)	(106,200)	(2,000)			40,800		250,000
Fire & Emergency Services	1,527,615	1,793,800	1,760,800	(33,000)	(1.84%)	(27,100)					(5,900)	1,760,800
<i>Community Services - Public Works</i> *amended	5,991,201	5,910,300	6,593,800	683,500	11.56%	69,200	97,900	(4,200)		526,100	(5,500)	6,593,800
Community Services - Parks	584,706	616,300	646,100	29,800	4.84%	12,200	3,000			12,700	1,900	646,100
Community Services - Rec & Culture	1,012,642	1,161,100	1,160,400	(700)	(0.06%)	21,700	(15,500)			5,500	(12,400)	1,160,400
Development Services	524,021	740,000	826,500	86,500	11.69%	45,100	(3,200)	40,600		15,700	(11,700)	826,500
Library	677,424	677,400	684,200	6,800	1.00%	6,800						684,200
Total Organization	11,808,195	12,914,700	13,745,800	831,100	6.44%	90,800	83,400			674,300	(17,400)	13,745,800

Growth (111,800) -0.87%
PIIL (90,000) -0.70%

Total Levy 13,544,000 4.87%

TOWNSHIP OF SCUGOG
2020 Operating Budget Summary

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Payroll	8,021,606	8,717,000	8,901,800	184,800	2.12%	70,900		35,000		78,900		8,901,800
<i>Administrative Expenditures *amended</i>	1,026,248	947,500	884,000	(63,500)	(6.70%)	(27,800)	3,400	(45,600)		8,800	700	887,000
Professional Services	157,218	280,900	261,000	(19,900)	(7.08%)	(10,500)	(1,000)	(500)		7,200	(7,900)	261,000
Building Maintenance	324,072	308,200	333,800	25,600	8.31%	14,700		8,000		10,000	(4,300)	333,800
<i>Materials *amended</i>	2,471,703	2,382,100	1,760,800	(621,300)	(26.08%)	(1,200)	33,900	(658,200)		(30,000)	(2,300)	1,764,300
Contracted Services	255,901	338,900	279,800	(59,100)	(17.44%)	(33,500)	7,000	(600)			(2,000)	279,800
Vehicles & Equipment	946,601	845,600	868,100	22,500	2.66%	2,000		4,000			16,500	868,100
Information Technology	193,298	205,800	267,100	61,300	29.79%	6,700	(2,100)	65,000		7,000	(15,300)	267,100
Repairs & Maintenance	278,538	255,600	334,500	78,900	30.87%	35,200	60,000	(5,500)			(10,800)	334,500
Insurance	305,128	314,300	323,000	8,700	2.77%	(2,200)		10,900				323,000
Utilities	624,744	753,800	749,300	(4,500)	(0.60%)	(4,500)						749,300
Committees	8,039	16,100	19,100	3,000	18.63%	200	800	500			1,500	19,100
Rent / Debentures	195,221	195,400	195,300	(100)	(0.05%)	(100)						195,300
Grants	759,916	761,000	760,300	(700)	(0.09%)	7,300		(8,000)				760,300
Other Expenditures	79,690	124,000	121,600	(2,400)	(1.94%)	(200)	(2,200)					121,600
Transfers to / from Reserves	1,961,620	979,300	3,180,000	2,200,700	224.72%			1,555,000		645,700		3,180,000
Total Expenditures (Less Payroll)	9,587,937	8,708,500	10,337,700	1,629,200	18.71%	(13,900)	99,800	925,000		648,700	(23,900)	10,344,200
Total Expenditures	17,609,543	17,425,500	19,239,500	1,814,000	10.41%	57,000	99,800	960,000		727,600	(23,900)	19,246,000
Revenues	(3,610,235)	(2,259,700)	(3,395,400)	(1,135,700)	50.26%	(70,500)	(9,500)	(982,400)		(53,300)	(20,000)	(3,395,400)
Grants	(1,412,255)	(1,400,200)	(1,390,200)	10,000	(0.71%)	18,400	(8,400)					(1,390,200)
User Fees	(781,042)	(783,400)	(708,100)	75,300	(9.61%)	48,400	4,500	22,400			30,000	(708,100)
Transfers from Reserve	2,184	(67,500)		67,500	0.00%	37,500						
Total Revenues	(5,801,348)	(4,510,800)	(5,493,700)	(982,900)	21.79%	33,800	(13,400)	(960,000)		(53,300)	10,000	(5,493,700)
Grand Total	11,808,195	12,914,700	13,745,800	831,100	6.44%	90,800	86,400			674,300	(13,900)	13,752,300

Growth	(111,800)	-0.87%
PIL	(90,000)	-0.70%
Total Levy	13,544,000	4.87%

TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
MAYOR & COUNCIL* amended

	2019 Estimated Actuals	2019 Budget	2020 Budget	Increase / (Decrease)
Operating Expenditures	302,717	323,300	322,700	(600)
Revenues / Recoveries	(30,432)	-	-	-
Net Operating Budget	272,285	323,300	322,700	(600)

Budget Summary

Full Time Wages & Benefits

Salary / wage rate increase	3,700	
Statutory payroll costs / benefit premiums	<u>(1,600)</u>	2,100

Other Expenditures / Revenues

New cell phone plan initiated in 2019	(2,700)	
Slight increase for conference expenditures based on prior year actuals	2,300	
Decrease in legal fees for Integrity Commissioner related to Conflict of Interest	(2,000)	
Slight increase in insurance based on corporation allocation	600	
Miscellaneous	<u>(900)</u>	(2,700)

Net Decrease in Mayor & Council 2020 Operating Budget **(600)**

**TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
OFFICE OF THE CAO & HUMAN RESOURCES**

	2019 Estimated Actuals	2019 Budget	2020 Budget	Increase / (Decrease)
Operating Expenditures	444,534	579,800	625,400	45,600
Revenues / Recoveries			-	-
Net Operating Budget	444,534	579,800	625,400	45,600

Budget Summary

Full Time Wages & Benefits

Salary / wage rate increase	4,900	
Change in Overtime	(1,200)	
Progressions	5,000	
Statutory payroll costs / benefit premiums	500	
	<u>9,200</u>	9,200

Budget Neutral

Transfer conference funds for OPPI to new Planning Manager	(1,300)	
Transfer meeting funds for OPPI to new Planning Manager	(400)	
Transfer future staffing related to growth to Planning for Planning Manager	<u>(35,000)</u>	(36,700)

Other Expenditures / Revenues

Future staffing needs related to growth	44,700	
2020 Growth assessment transfer to Major Facilities Reserve	28,000	
Elimination of Employer First Membership for Health and Safety as all training and manual updates are done in house	(4,700)	
Increase in training to support leadership development and succession planning initiative	2,400	
Miscellaneous Expenditures	<u>2,700</u>	
		73,100

Net Increase in Office of the CAO & HR 2020 Operating Budget	<u>45,600</u>
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TOWNSHIP OF SCUGOG
2020 Operating Budget - Office of the CAO & HR

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Office of the CAO & HR												
Payroll	369,233	402,800	412,000	9,200	2.28%	9,200						412,000
Administrative Expenditures	23,742	46,700	45,900	(800)	(1.71%)	(1,500)	2,400	(1,700)				45,900
Professional Services	25,759	69,500	69,000	(500)	(71.94%)	(500)						69,000
Grants	4,000	4,000	4,000									4,000
Transfers to / from Reserves	21,800	56,800	94,500	37,700	66.37			(35,000)		72,700		94,500
Total Expenditures (Less Payroll)	75,301	177,000	213,400	36,400	20.56%	(2,000)	2,400	(36,700)		72,700		213,400
Total Expenditures	444,534	579,800	625,400	45,600	7.86%	7,200	2,400	(36,700)		72,700		625,400
Revenues												
Total Revenues	444,534	579,800	625,400	45,600	7.86%	7,200	2,400	(36,700)		72,700		625,400

**TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
CORPORATE SERVICES**

	2019 Estimated Actuals	2019 Budget	2020 Budget	Increase / (Decrease)
Operating Expenditures	1,264,995	1,324,200	1,325,300	1,100
Revenues / Recoveries	(511,084)	(528,900)	(449,400)	79,500
Net Operating Budget	753,911	795,300	875,900	80,600

Budget Summary

Full Time Wages & Benefits

Salary / wage rate increase	7,400	
Progressions	15,200	
Change in Overtime	(2,900)	
Statutory payroll costs / benefit premiums	1,400	
	21,100	21,100

Budget Neutral Expenditures / Revenues

Elevator maintenance contract moved to Building Department	(1,900)	
Budget neutral transfer of insurance costs from Public Works	1,700	
Transfer from Planning funds for Heritage consulting	500	
	300	300

Other Expenditures / Revenues

Increase in Heritage Committee Budget	1,500	
Increase in Housing Committee Budget	1,000	
	2,500	2,500

Computer software / hardware

Increase in Office 365 licencing due to required upgrade	9,300	
Replacement of aging laptop fleet and desktop swaps	7,500	
Replacement of Firehall phone system completed in 2019	(7,500)	
One time purchase of server licences completed in 2019	(3,800)	
New Cyber training software	2,500	
One time windows anti-virus licencing in 2020	2,000	
One time purchase of digital camera completed 2019	(1,500)	
Computer replacement program eliminated need for computer upgrades	(1,500)	
	7,000	7,000

Eliminate transfers from reserve for election and hospice donation amounts are now built into tax base	67,500	
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Slight decrease in OMPF funding for 2020	13,700	
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One time purchase of cellular hardware completed in 2019	(12,000)	
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Decrease in office supplies based prior year actuals	(9,300)	
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Decrease in photocopy/printer usage based on prior year actuals	(5,500)	
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**TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
CORPORATE SERVICES**

Revenue for Marriage Licences	(5,200)	
Increase in election expenses	2,500	
Decrease in rent income G1 unit - SCA lease expiring	3,500	
New elevator maintenance contract resulting in corporate savings	(3,500)	
Decrease in postage as postage for tax bill mailing is tracked through Finance	(1,700)	
Insurance	(2,100)	
Misc expenses and revenues	<u>1,800</u>	49,700
Net Increase in Corporate Services 2020 Operating Budget		<u>80,600</u>

TOWNSHIP OF SCUGOG
2020 Operating Budget - Corporate Services

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Corporate Services												
Payroll	587,269	625,200	646,300	21,100	3.37%	21,100						646,300
Administrative Expenditures	68,515	109,000	64,900	(44,100)	(40.46%)	(8,000)		(36,100)				64,900
Professional Services	25,694	35,000	36,000	1,000	2.86%	1,000						36,000
Building Maintenance			800	800				800				
Materials	89,015	109,500	36,800	(72,700)	(66.39%)	(10,500)		(62,200)				36,800
Information Technology	75,149	70,400	132,800	62,400	88.64%	9,600		65,600		2,500	(15,300)	132,800
Insurance	103,456	103,700	103,300	(400)	(0.39%)	(2,100)		1,700				103,300
Utilities												
Committees	8,039	16,100	19,100	3,000	18.63%	200		500			1,500	19,100
Rent / Debentures	53,197	53,300	53,300									53,300
Grants	44,261	45,500	45,500									45,500
Transfers to / from Reserves	210,400	156,500	186,500	30,000	19.17%			30,000				186,500
Total Expenditures (Less Payroll)	677,726	699,000	679,000	(20,000)	(2.86%)	(9,800)	800	300		2,500	(13,800)	679,000
Total Expenditures	1,264,995	1,324,200	1,325,300	1,100	0.08%	11,300	800	300		2,500	(13,800)	1,325,300
Revenues	(51,945)	(15,900)	(17,600)	(1,700)	10.69%					(1,700)		(17,600)
Grants	(459,139)	(445,500)	(431,800)	13,700	(3.08%)	13,700						(431,800)
Transfers from Reserve		(67,500)		67,500	0.00%	37,500					30,000	0
Total Revenues	(511,084)	(528,900)	(449,400)	79,500	(15.03%)	51,200				(1,700)	30,000	(449,400)
Total Corporate Services	753,911	795,300	875,900	80,600	10.13%	62,500	800	300		800	16,200	875,900

**TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
FINANCE**

	2019 Estimated Actuals	2019 Budget	2020 Budget	Increase / (Decrease)
Operating Expenditures	1,990,108	1,121,600	2,121,300	999,700
Revenues / Recoveries	(1,970,252)	(804,200)	(1,871,300)	(1,067,100)
Net Operating Budget	19,856	317,400	250,000	(67,400)

Budget Summary

Full Time Wages & Benefits

Salary / wage rate increase	8,100	
Progression	5,000	
Changes in Overtime	(5,300)	
Group Benefits for retirees expired (1)	(1,400)	
New Accounting Analyst as per Long Range Staffing Strategy	41,300	
Statutory payroll costs / benefit premiums	(1,200)	
	<u>46,500</u>	46,500

Other Expenditures / Revenues

Increase in bank and investment interest income	(110,000)	
Decrease audit budget based on prior year actuals	(5,000)	
Lower sales tax administration revenue based on prior year actuals	2,700	
Elimination of vacancy rebates	(2,000)	
Misc expenditures and revenues	400	
	<u>(113,900)</u>	(113,900)

Net Decrease in Finance 2020 Operating Budget

(67,400)

TOWNSHIP OF SCUGOG

2020 Operating Budget - Finance

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Finance												
Payroll	705,437	796,800	843,300	46,500	5.84%	5,200				41,300		843,300
Administrative Expenditures	343,843	262,300	260,500	(1,800)	(0.69%)	200	(2,000)					260,500
Professional Services	35,329	62,500	57,500	(5,000)	(8.00%)	(5,000)						57,500
Transfers to / from Reserves	905,499		960,000	960,000				960,000				960,000
Total Expenditures (Less Payroll)	1,284,671	324,800	1,278,000	953,200	293.47%	(4,800)	(2,000)	960,000				1,278,000
Total Expenditures	1,990,108	1,121,600	2,121,300	999,700	89.13%	400	(2,000)	960,000		41,300		2,121,300
Revenues	(1,968,292)	(802,700)	(1,869,800)	(1,067,100)	132.94%	(106,600)		(960,000)		(500)		(1,869,800)
Grants	(1,960)	(1,500)	(1,500)									(1,500)
Total Revenues	(1,970,252)	(804,200)	(1,871,300)	(1,067,100)	132.69%	(106,600)		(960,000)		(500)		(1,871,300)
Total Finance	19,856	317,400	250,000	(67,400)	(21.24%)	(106,200)	(2,000)			40,800		250,000

**TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
FIRE & EMERGENCY SERVICES**

	2019 Estimated Actuals	2019 Budget	2020 Budget	Increase / (Decrease)
Operating Expenditures	1,596,257	1,896,000	1,861,500	(34,500)
Revenues / Recoveries	(68,642)	(102,200)	(100,700)	1,500
Net Operating Budget	1,527,615	1,793,800	1,760,800	(33,000)

Budget Summary

Full Time Wages & Benefits

Salary / wage rate increase	(1,200)	
Progression	(18,400)	
New Retiree (1)	4,900	
Group Benefits for retirees expired (1)	(300)	
Statutory payroll costs / benefit premiums	(1,600)	
	<u> </u>	(16,600)

Part Time (PT) Wages & Statutory Payroll Costs

Salary / wage rate increase	2,700	
Decrease to Volunteer Firefighter allocation	(16,600)	
Statutory payroll costs	200	
	<u> </u>	(13,700)

Other Expenditures / Revenues

One time SCBA cleaning station in Station 61 completed in 2019	(4,000)	
Slight decrease in burn violation fines due to greater enforcement	2,500	
Response monitor and computer two year project initiated in 2020	2,000	
Increase in fuel due to prior year actuals	2,000	
Telecommunication	(1,400)	
New special inspection fee	(1,000)	
Insurance	(300)	
Misc expenditures and revenues	(2,500)	
	<u> </u>	(2,700)

Net Decrease in Fire & Emergency 2020 Operating Budget **(33,000)**

TOWNSHIP OF SCUGOG
2020 Operating Budget Summary - Fire & Emergency Services

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Payroll	1,207,040	1,490,000	1,459,700	(30,300)	(2.03%)	(30,300)						1,459,700
Administrative Expenditures	99,576	101,700	99,600	(2,100)	(2.06%)	(2,100)						99,600
Professional Services	225	1,000	1,000									1,000
Building Maintenance	13,958	23,100	23,100			500					(500)	23,100
Materials	70,310	76,200	76,200									76,200
Contracted Services	1,842	1,700	1,700									1,700
Vehicles & Equipment	127,247	124,400	125,000	600	0.48%	6,000					(5,400)	125,000
Information Technology	34,877	38,100	36,600	(1,500)	(3.94%)	(1,500)						36,600
Insurance	13,659	13,800	13,500	(300)	(2.17%)	(300)						13,500
Utilities	21,786	26,000	25,100	(900)	(3.46%)	(900)						25,100
Transfers to / from Reserves	5,737											
Total Expenditures (Less Payroll)	389,217	406,000	401,800	(4,200)	(11.16%)	1,700					(5,900)	401,800
Total Expenditures	1,596,257	1,896,000	1,861,500	(34,500)	(1.82%)	(28,600)					(5,900)	1,861,500
Revenues	(76,110)	(87,000)	(85,500)	1,500	(1.72%)	1,500						(85,500)
Grants	7,468	(15,200)	(15,200)									(15,200)
Transfers from Reserve												
Total Revenues	(68,642)	(102,200)	(100,700)	1,500	(1.47%)	1,500						(100,700)
Total Fire & Emergency Services	1,527,615	1,793,800	1,760,800	(33,000)	(1.84%)	(27,100)					(5,900)	1,760,800

TOWNSHIP OF SCUGOG
2020 Operating Budget - Fire & Emergency Services

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfer	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
FIRE DEPARTMENT												
Payroll	776,744	853,500	839,800	(13,700)	(1.61%)	(13,700)						839,800
Administrative Expenditures	99,576	101,700	99,600	(2,100)	(2.06%)	(2,100)						99,600
Professional Services	225	1,000	1,000									1,000
Building Maintenance	13,958	23,100	23,100			500					(500)	23,100
Materials	70,310	76,200	76,200									76,200
Contracted Services	1,842	1,700	1,700									1,700
Vehicles & Equipment	127,248	124,400	125,000	600	0.48%	6,000					(5,400)	125,000
Information Technology	34,877	38,100	36,600	(1,500)	(3.94%)	(1500)						36,600
Insurance	13,659	13,800	13,500	(300)	(2.17%)	(300)						13,500
Utilities	21,786	26,000	25,100	(900)	(3.46)	(900)						25,100
Transfer to / from Reserves	5,737											
Total Expenditures (Less Payroll)	389,218	406,000	401,800	(4,200)	(1.03%)	1,700					(5,900)	401,800
Total Expenditures	1,165,962	1,259,500	1,241,600	(17,900)	(1.42%)	(12,000)					(5,900)	1,241,600
Revenues	(76,110)	(87,000)	(85,500)	1,500	(1.72%)	1,500						(85,500)
Grants	7,468	(15,200)	(15,200)		0.00%							(15,200)
Total Revenues	(68,642)	(102,200)	(100,700)	1,500	(1.47%)	1,500					(5,900)	(100,700)
Total Fire Department	1,097,320	1,157,300	1,140,900	(16,400)	(1.42%)	(10,500)					(5,900)	1,140,900
FIRE DEPARTMENT VOLUNTEER												
Payroll	430,295	636,500	619,900	(16,600)	(2.61%)	(16,600)						619,900
Total Expenditures (Less Payroll)	430,295	636,500	619,900	(16,600)	(2.61%)	(16,600)						619,900
Total Expenditures	430,295	636,500	619,900	(16,600)	(2.61%)	(16,600)						619,900
Total Revenues												
Total Fire Department Volunteer	430,295	636,500	619,900	(16,600)	(2.61%)	(16,600)						619,900
Total Fire & Emergency Services	1,527,615	1,793,800	1,760,800	(33,000)	(1.84%)	(27,100)					(5,900)	1,760,800

TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
COMMUNITY SERVICES - PUBLIC WORKS *amended

	2019 Estimated Actuals	2019 Budget	2020 Budget	Increase / (Decrease)
Operating Expenditures	6,932,405	6,884,800	7,544,700	659,900
Revenues / Recoveries	(941,204)	(974,500)	(950,900)	23,600
Net Operating Budget	5,991,201	5,910,300	6,593,800	683,500

Budget Summary

Full Time Wages & Benefits

Salary / wage rate increase	22,200	
Group Benefits for retirees expired (3)	(4,100)	
Progressions	7,100	
New Public Works Operator as per Long Range Staffing Strategy	40,400	
Statutory payroll costs / benefit premiums	(11,200)	

Part Time (PT) Wages & Statutory Payroll Costs

Eliminate Seasonal for new Public Works Operator	(21,800)	54,400
Crossing Guards	5,900	
	(15,900)	

Budget Neutral

Decrease in grading resurface as transferring to capital	(600,000)	
Increase in roads levy transfer from grading resurfacing	600,000	
Budget neutral transfer of insurance to Development Services	(2,500)	
Budget neutral transfer of insurance to Corp Services	(1,700)	
	(4,200)	

Other Expenditures / Revenues

Capital Transfers

3% Roads Levy Reserve	387,500	
0.5% levy directed to Building and Facilities Reserve	67,800	
0.5% levy directed to Vehicle & Equipment Reserve	67,700	523,000

Roads and Related Expenditure Increases / (Decreases)

Addition of contract patching to assist with road maintenance in spring	60,000	
Decrease in winter emergency limestone based on prior year actuals	(35,500)	
Increase in culverts as a result of an increase in internal ditching	30,000	
Increase in sand and salt based on new tender rates and quantities	21,600	
Removal of a Shanley St stormpipe repair, costs to be recovered by owner	(10,000)	

Road sweeping:

New Region water fee required for road sweeping	9,000	
New road sweeping to be done in the fall	3,900	
Increase in road sweeping costs based on new tender	8,700	21,600
		87,700

TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
COMMUNITY SERVICES - PUBLIC WORKS *amended

Other

Increase in Fleet repairs based on prior year actuals and aging fleet	45,000
Decrease in contracted snow plowing as parking lots will be salted by new parks attendant	(30,000)
Transfer OCIF grant funding to capital	23,500
Increase in catch basin costs due to new legislation for disposal of material as contaminated waste	19,300
Decrease in tree replacement program due to several volunteer group plantings	(15,000)
Decrease in grader rental for snow clearing due to newer fleet	(10,000)
New budget for clean out and annual inspection of Oil Grit Separators	10,000
New legislation for Ontario One Calls resulting in increased expenditures	7,000
Removed consulting fee for Shanly Street Storm Design as owner to hire engineer	(7,500)
Increase in Canada Summer Grant revenue based on prior year actuals	(6,000)
Decrease in Telecommunications based on new contracts	(5,200)
Eliminate Boat Launch cost recovery as already identified in by-law	5,000
Slight decrease in shared maintenance of Whitby Townline road based on actuals	(5,000)
New hours of service tracking software for operations staff for 2020	4,500
Increase on contracted snow removal in downtown core to three times per year	4,000
<i>Addition of budget for inclusive furniture</i>	2,000
Decrease in Crossing Guard supplies as clothing is only needed for new staff	(1,200)

Revenues

Decrease in culvert revenue based on lower demand	18,400	
Increase in site alteration fees based on prior year actuals	(12,000)	
Increase in pit and quarry revenue based on prior year actuals	(5,000)	
Higher Road occupancy permits being issued	(3,000)	
Decrease in Canada Day Revenue based on prior year actuals	2,000	400
Insurance		(500)
Misc expenses and revenues		(1,800)
		649,200

Net Increase in Community Service - Public Works 2020 Operating Budget	683,500
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TOWNSHIP OF SCUGOG
2020 Operating Budget Summary - Community Services - Public Works

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Payroll	2,131,258	2,288,200	2,326,700	38,500	1.68%	19,900				18,600		2,326,700
Administrative Expenditures	161,298	65,800	61,200	(4,600)	(6.99%)	(4,600)						61,200
Professional Services	21,030	23,500	17,000	(6,500)	(27.66%)	1,000					(7,500)	17,000
Building Maintenance			600	600			600					600
<i>Materials *amended</i>	2,271,607	2,159,800	1,604,500	(555,300)	(25.71%)	8,800	33,900	(600,000)		10,000	(8,000)	1,604,500
Contracted Services	138,860	198,000	164,000	(34,000)	(17.17%)	(8,000)	4,000			(30,000)		164,000
Vehicles & Equipment	730,685	610,000	610,000			(10,000)					10,000	610,000
Information Technology	55,390	62,200	63,500	1,300	2.09%	(2,600)		(600)		4,500		63,500
Repairs & Maintenance	191,067	168,500	273,500	105,000	62.31%	45,000	60,000					273,500
Insurance	109,815	118,400	113,700	(4,700)	(3.97%)	(500)		(4,200)				113,700
Utilities	174,630	228,600	227,300	(1,300)	(0.57%)	(1,300)						227,300
Rent / Debentures	142,025	142,100	142,000	(100)	(0.07%)	(100)						142,000
Other Expenditures	38,740	53,700	51,700	(2,000)	(3.72%)	(2,000)						51,700
Transfers to / from Reserves	766,000	766,000	1,889,000	1,123,000	146.61%			600,000		523,000		1,889,000
Total Expenditures (Less Payroll)	4,801,147	4,596,600	5,218,000	621,400	13.52%	25,700	97,900	(4,200)		507,500	(5,500)	5,218,000
Total Expenditures	6,932,405	6,884,800	7,544,700	659,900	9.58%	45,600	97,900	(4,200)		526,100	(5,500)	7,544,700
Revenues	(95,109)	(102,900)	(95,000)	7,900	(7.68%)	7,900						(95,000)
Grants	(846,095)	(871,600)	(855,900)	15,700	(1.80%)	15,700						(855,900)
Transfers from Reserve												
Total Revenues	(941,204)	(974,500)	(950,900)	23,600	(2.42%)	23,600						(950,900)
Total Community Services - Public Works	5,991,201	5,910,300	6,593,800	683,500	11.56%	69,200	97,900	(4,200)		526,100	(5,500)	6,593,800

TOWNSHIP OF SCUGOG

2020 Operating Budget - Public Works

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
CULVERT THAWING												
Payroll	21,206	13,900	14,800	900	6.47%	900						14,800
Materials	24,782	2,000	2,000									2,000
Total Expenditures (Less Payroll)	24,782	2,000	2,000									2,000
Total Expenditures	45,988	15,900	16,800	900	5.66%	900						16,800
Total Revenues												
Total Culvert Thawing	45,988	15,900	16,800	900	5.66%	900	-					16,800
PATCHING												
Payroll	125,408	159,400	161,000	1,600	1.00%	(800)				2,400		161,000
Materials	138,361	108,300	108,300									108,300
Repairs & Maintenance			60,000	60,000			60,000					60,000
Total Expenditures (Less Payroll)	138,361	108,300	168,300	60,000	55		60,000					168,300
Total Expenditures	263,769	267,700	329,300	61,600	23.01%	(800)	60,000			2,400		329,300
Total Revenues												
Total Patching	263,769	267,700	329,300	61,600	23.01%	(800)	60,000			2,400		329,300
SWEEPING												
Payroll	14,608	28,200	29,600	1,400	4.96%	1,400						29,600
Materials	68,443	53,000	74,600	21,600	40.75	17,700	3,900					74,600
Total Expenditures (Less Payroll)	68,443	53,000	74,600	21,600	40.75	17,700	3,900					74,600
Total Expenditures	83,051	81,200	104,200	23,000	28.33%	19,100	3,900					104,200
Total Revenues												
Total Sweeping	83,051	81,200	104,200	23,000	28.33%	19,100	3,900					104,200

TOWNSHIP OF SCUGOG
2020 Operating Budget - Public Works

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
BRUSHING												
Payroll	12,182	28,200	29,600	1,400	4.96%	1,400						29,600
Materials	106,197	105,900	105,900									105,900
Total Expenditures (Less Payroll)	106,197	105,900	105,900									105,900
Total Expenditures	118,379	134,100	135,500	1,400	1.04%	1,400						135,500
Total Revenues												
Total Brushing	118,379	134,100	135,500	1,400	1.04%	1,400						135,500
WINTER CONTROL - STANDBY												
Payroll	92,123	90,100	93,600	3,500	3.88%	3,500						93,600
Total Expenditures (Less Payroll)												
Total Expenditures	92,123	90,100	93,600	3,500	3.88%	3,500						93,600
Total Revenues												
Total Winter Control - Standby	92,123	90,100	93,600	3,500	3.88%	3,500						93,600
DITCHING												
Payroll	130,357	137,700	145,500	7,800	5.66%	5,200				2,600		145,500
Materials	32,509	53,100	53,700	600	1.13	600						53,700
Total Expenditures (Less Payroll)	32,509	53,100	53,700	600	1.13	600						53,700
Total Expenditures	162,866	190,800	199,200	8,400	4.40%	5,800				2,600		199,200
Total Revenues												
Total Ditching	162,866	190,800	199,200	8,400	4.40%	5,800				2,600		199,200

TOWNSHIP OF SCUGOG
2020 Operating Budget - Public Works

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
LITTER PICKUP												
Payroll	4,664	13,900	14,800	900	6.47	900						14,800
Materials	469	1,000	1,000									1,000
Contracted Services	8,133											
Repairs & Maintenance	3,364	3,500	3,500									3,500
Total Expenditures (Less Payroll)	11,966	4,500	4,500									4,500
Total Expenditures	16,630	18,400	19,300	900	4.89%	900						19,300
Total Revenues												
Total Litter Pickup	16,630	18,400	19,300	900	4.89%	900						19,300
CATCH BASINS												
Payroll	1,034											
Materials	2,880	55,300	74,600	19,300	34.90%	19,300						74,600
Total Expenditures (Less Payroll)	2,880	55,300	74,600	19,300	34.90%	19,300						74,600
Total Expenditures	3,914	55,300	74,600	19,300	34.90%	19,300						74,600
Total Revenues												
Total Catch Basins	3,914	55,300	74,600	19,300	34.90%	19,300						74,600
BRIDGES / CULVERTS												
Payroll	84,273	50,600	54,300	3,700	7.31%	3,700						54,300
Administrative Expenditures		10,000	10,000									10,000
Materials	188,984	90,000	120,000	30,000	33.33%		30,000					120,000
Total Expenditures (Less Payroll)	188,984	100,000	130,000	30,000	30.00%	30,000						130,000
Total Expenditures	273,257	150,600	184,300	33,700	22.38%	3,700	30,000					184,300
Total Revenues												
Total Bridges / Culverts	273,257	150,600	184,300	33,700	22.38%	3,700	30,000					184,300

TOWNSHIP OF SCUGOG
2020 Operating Budget - Public Works

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
SIGNS												
Payroll	28,857	56,300	59,100	2,800	4.97%	2,800						59,100
Materials	29,547	38,000	38,000	0	0.00%	0						38,000
Total Expenditures (Less Payroll)	29,547	38,000	38,000	0	0.00%	0						38,000
Total Expenditures	58,404	94,300	97,100	2,800	2.97%	2,800						97,100
Total Revenues												
Total Signs	58,404	94,300	97,100	2,800	2.97%	2,800						97,100
SIDEWALKS												
Payroll	647											
Repairs & Maintenance	31,299	35,000	35,000									35,000
Total Expenditures (Less Payroll)	31,299	35,000	35,000									35,000
Total Expenditures	31,946	35,000	35,000									35,000
Total Revenues												
Total Sidewalks	31,946	35,000	35,000									35,000
PW ADMIN												
Payroll	937,109	916,300	884,400	(31,900)	(3.48%)	(34,900)				3,000		884,400
Administrative Expenditures	160,295	53,300	49,900	(3,400)	(6.38%)	(3,400)						49,900
Professional Services	21,030	23,500	17,000	(6,500)	(27.66%)	1,000					(7,500)	17,000
Materials	13,381	10,000	10,000							10,000	(10,000)	10,000
Contracted Services	13,771	3,000	10,000	7,000	233.33%	7,000						10,000
Vehicles & Equipment	270,729	250,000	250,000	0	0.00%	0						250,000
Information Technology	53,791	60,100	59,000	(1,100)	(1.83%)	(5,600)				4,500		59,000
Repairs & Maintenance	1,018											
Insurance	109,815	118,400	113,700	(4,700)	(3.97%)	(500)		(4,200)				113,700
Rent / Debentures	142,025	142,100	142,000	(100)	(0.07%)	(100)						142,000
Other Expenditures	38,740	53,700	51,700	(2,000)	(3.72%)	(2,000)						51,700
Transfers to / from Reserves	766,000	766,000	1,889,000	1,123,000	146.61%			600,000		523,000		1,889,000
Total Expenditures (Less Payroll)	1,590,595	1,480,100	2,592,300	1,112,200	75.14%	(3,600)		595,800		537,500	(17,500)	2,592,300
Total Expenditures	2,527,704	2,396,400	3,476,700	1,080,300	45.08%	(38,500)		595,800		540,500	(17,500)	3,476,700

TOWNSHIP OF SCUGOG

2020 Operating Budget - Public Works

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Revenues	(95,109)	(102,900)	(95,000)	7,900	(7.68%)	7,900						(95,000)
Grants	(846,095)	(871,600)	(855,900)	15,700	(1.80)	15,700						(855,900)
Transfers from Reserve												
Total Revenues	(941,204)	(974,500)	(950,900)	23,600	(2.42%)	23,600						(950,900)
Total PW Admin	1,586,500	1,421,900	2,525,800	1,103,900	77.64%	(14,900)	-	595,800	-	540,500	(17,500)	2,525,800
PP DEPOT												
Payroll	95,962	161,900	168,900	7,000	4.32%	4,200				2,800		168,900
Building Maintenance			300	300				300				300
Materials	12,627	14,100	14,100									14,100
Vehicles & Equipment	13,598	12,500	12,500									12,500
Information Technology	1,264	1,600	2,700	1,100	68.75	1,700		(600)				2,700
Utilities	12,618	13,600	13,600									13,600
Total Expenditures (Less Payroll)	40,107	41,800	43,200	1,400	3.35%	1,700		(300)				43,200
Total Expenditures	136,069	203,700	212,100	8,400	4.12%	5,900		(300)		2,800		212,100
Total Revenues												
Total PP Depot	136,069	203,700	212,100	8,400	4.12%	5,900		(300)		2,800		212,100
BLACKSTOCK DEPOT												
Payroll	38,898	37,900	40,800	2,900	7.65%	2,900						40,800
Building Maintenance			300	300				300				300
Materials	14,285	15,800	15,800									15,800
Vehicles & Equipment	12,666	12,500	12,500									12,500
Information Technology	336	500	1,800	1,300	260.00	1,300						1,800
Utilities	10,114	15,000	13,700	(1,300)	(8.67%)	(1,300)						13,700
Total Expenditures (Less Payroll)	37,401	43,800	44,100	300	0.68%	2,900		300				44,100
Total Expenditures	76,299	81,700	84,900	3,200	3.92%	2,900		300				84,900
Total Revenues												
Total Blackstock Depot	76,299	81,700	84,900	3,200	3.92%	2,900		300				84,900

TOWNSHIP OF SCUGOG
2020 Operating Budget - Public Works

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
PATCHING - LOOSETOP												
Materials	5,062											
Total Expenditures (Less Payroll)	5,062											
Total Expenditures	5,062											
Total Revenues												
Total Patching - Loosetop	5,062							-				
LOOSETOP												
Payroll	30,900											
Total Expenditures (Less Payroll)												
Total Expenditures	30,900											
Total Revenues												
Total Loosetop	30,900											
LINE PAINTING												
Materials <i>*amended</i>	17,991	25,000	27,000	2,000	8.00%						2,000	27,000
Total Expenditures (Less Payroll)	17,991	25,000	27,000	2,000	8.00%						2,000	27,000
Total Expenditures	17,991	25,000	27,000	2,000	8.00%						2,000	27,000
Total Revenues												
Total Line Painting	17,991	25,000	27,000	2,000	8.00%						2,000	27,000
SHARED SERVICES												
Materials	76,926	20,000	15,000	(5,000)	(25.00)		(5,000)					15,000
Contracted Services	155,386	130,000	100,000	(30,000)	(23.08%)					(30,000)		100,000
Repairs & Maintenance	232,312	130,000	175,000	45,000	34.62%		45,000					175,000
Total Expenditures (Less Payroll)	232,312	280,000	290,000	10,000	3.57%		40,000			(30,000)		290,000
Total Expenditures	232,312	280,000	290,000	10,000	3.57%		40,000			(30,000)		290,000
Total Revenues												
Total Shared Services	232,312	280,000	290,000	10,000	3.57%		40,000			(30,000)		290,000

TOWNSHIP OF SCUGOG
2020 Operating Budget - Public Works

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
EQUIPMENT												
Vehicles & Equipment	433,690	335,000	335,000			(10,000)					10,000	335,000
Total Expenditures (Less Payroll)	433,690	335,000	335,000			(10,000)					10,000	335,000
Total Expenditures	433,690	335,000	335,000			(10,000)					10,000	335,000
Total Revenues												
Total Equipment	433,690	335,000	335,000			(10,000)					10,000	335,000
BOAT LAUNCH												
Materials	5,517	5,000	5,000									5,000
Total Expenditures (Less Payroll)	5,517	5,000	5,000									5,000
Total Expenditures	5,517	5,000	5,000									5,000
Total Revenues												
Total Boat Launch	5,517	5,000	5,000									5,000
Total Community Services - Public Works	5,991,201	5,910,300	6,593,800	683,500	11.56%	69,200	97,900	(4,200)		526,100	(5,500)	6,593,800

**TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
COMMUNITY SERVICES - PARKS**

	2019 Estimated Actuals	2019 Budget	2020 Budget	Increase / (Decrease)
Operating Expenditures	647,572	669,400	705,200	35,800
Revenues / Recoveries	(62,866)	(53,100)	(59,100)	(6,000)
Net Operating Budget	584,706	616,300	646,100	29,800

Budget Summary

Full Time Wages & Benefits

Salary / wage rate increase	10,900	
New Parks Attendant as per the Long Range Staffing Strategy (starts November 1)	12,700	
New Retiree (1)	4,900	
Statutory payroll costs / benefit premiums	<u>(1,600)</u>	26,900

Part Time (PT) Wages & Statutory Payroll Costs

Increase in Seasonal offset by decrease in Students	21,600	
Decrease in Students offset by increase in Seasonal	<u>(22,200)</u>	(600)

Other Expenditures / Revenues

Replace parks pickup truck sanding unit	8,000	
New zero turn mower for 2020	7,000	
Increase in fuel based on prior year actuals	6,000	
One time floor replacement at Joe Fowler washroom completed in 2019	(5,000)	
Increase in Ball Diamond revenue based on prior year actuals	(4,800)	
One time increase in tree maintenance costs for Birdseye park completed in 2019	(4,500)	
Increased frequency of cleaning portable toilets in Palmer Park	3,000	
Decrease in splash pad maintenance due to capital project at splash pad	(2,800)	
Two benches for splashpad	2,700	
One time ball diamond laser grading completed in 2019	(2,000)	
Reduction in clothing costs due to elimination of rental of Parks staff clothing	(1,700)	
Slight decrease in playground maintenance due to replacement program	(1,500)	
Higher Gazebo rental income based on prior year actuals	(1,200)	
Telecommunications	300	
Misc expenses and revenues	<u>-</u>	3,500

Net Increase in Community Services - Parks 2020 Operating Budget

29,800

TOWNSHIP OF SCUGOG
2020 Operating Budget Summary - Community Services - Parks

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Payroll	392,838	417,200	443,500	26,300	6.30%	13,600				12,700		443,500
Administrative Expenditures	12,941	15,500	13,000	(2,500)	(16.13%)	(2,500)						13,000
Building Maintenance	15,199	15,200	9,700	(5,500)	(36.18%)	(500)					(5,000)	9,700
Materials	21,608	22,600	25,300	2,700	11.95%	500					2,200	25,300
Contracted Services	51,193	56,700	56,900	200	0.35%	(800)	3,000				(2,000)	56,900
Vehicles & Equipment	60,110	55,200	76,200	21,000	38.04%	6,000					15,000	76,200
Information Technology	2,089	3,100	3,400	300	9.68%	300						3,400
Repairs & Maintenance	55,299	46,100	37,400	(8,700)	(18.87%)	(1,400)					(7,300)	37,400
Insurance	13,895	14,200	14,200									14,200
Utilities	14,874	20,100	20,500	400	1.99%	400						20,500
Other Expenditures	5,342	3,500	5,100	1,600	45.71%	2,600					(1,000)	5,100
Transfers to / from Reserves	2,184											
Total Expenditures (Less Payroll)	254,734	252,200	261,700	9,500	3.77%	4,600	3,000				1,900	261,700
Total Expenditures	647,572	669,400	705,200	35,800	5.35%	18,200	3,000			12,700	1,900	705,200
Revenues	(55,250)	(43,800)	(49,800)	(6,000)	13.70%	(6,000)						(49,800)
Grants	(9,800)	(9,300)	(9,300)									(9,300)
Transfers from Reserves	2,184											
Total Revenues	(62,866)	(53,100)	(59,100)	(6,000)	11.30%	(6,000)						(59,100)
Total Community Services - Parks	584,706	616,300	646,100	29,800	4.84%	12,200	3,000			12,700	1,900	646,100

TOWNSHIP OF SCUGOG
2020 Operating Budget - Community Services - Parks

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfer	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
CARTWRIGHT FIELD												
Repairs & Maintenance		1,700	1,700									1,700
Total Expenditures (Less Payroll)		1,700	1,700									1,700
Total Expenditures		1,700	1,700									1,700
Revenues	(5,500)	(5,500)	(5,500)									(5,500)
Total Revenues	(5,500)	(5,500)	(5,500)									(5,500)
Total Cartwright Field	(5,500)	(3,800)	(3,800)									(3,800)
Total Community Services - Parks	584,706	616,300	646,100	29,800	4.84%	12,200	3,000			12,700	1,900	646,100

**TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
COMMUNITY SERVICES - RECREATION & CULTURE**

	2019 Estimated Actuals	2019 Budget	2020 Budget	Increase / (Decrease)
Operating Expenditures	2,503,253	2,540,000	2,534,700	(5,300)
Revenues / Recoveries	(1,490,611)	(1,378,900)	(1,374,300)	4,600
Net Operating Budget	1,012,642	1,161,100	1,160,400	(700)

Budget Summary

Full Time Wages & Benefits

Salary / wage rate increase	9,900	
Progression	(25,800)	
Change in Overtime	(22,500)	
New Retirees (2)	9,800	
Group Benefits for retirees expired (2)	(6,900)	
Statutory payroll costs / benefit premiums	<u>(13,300)</u>	(48,800)

Part Time (PT) Wages & Statutory Payroll Costs

Increase in hours for PT rec programmer for summer, offset by one less student	(200)	
Increased hours for Youth Room to open in summer	5,200	
Increase in Arena staff hours for weekend front counter coverage	1,600	
Increase in Daycamp staff due to one additional week of summer vacation	11,600	
Increase in Inclusion Councillors due to one additional week of summer vacation	11,600	
Slight increase in staffing requirements due to additional week of summer vacation	<u>2,400</u>	32,200

Other Expenditures / Revenues

Increase Day camp revenue due to an extra week of summer vacation	(20,000)
Increase in pickleball revenue	(10,000)
Increase in Summer Student grant based on prior year actuals	(11,000)
One time shower valve replacement at SCRC	13,000
One time roof, gutter repair and cleaning at SCRC	10,900
Decrease in waste disposal costs as long term contract ended	(8,600)
Durham College grant for Inclusion councillors for special needs campers	(8,400)
Increase in SCRC building maintenance based on prior year actuals and aging facility	7,200
One time Museum Wifi installation completed in 2019	(6,000)
Decrease in public skating admissions based on prior year actuals	3,500
One time pool repairs completed in 2019	(3,500)
New Storage container required for SCRC	3,000
New security installation at Museum for Log Cabin, Lee House and Church	3,000
Slight decrease in advertising revenue based on prior year actuals	3,000
Additional recreation programs offered in 2020	(3,000)

**TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
COMMUNITY SERVICES - RECREATION & CULTURE**

Slight decrease in Museum special event revenue based on prior year actuals	2,000	
Utilities	(1,500)	
Slight increase in pool admissions based on prior year actuals	(1,000)	
Decrease in pool supplies based on prior year actuals	(1,200)	
SEAC Pilot recycling project at BRC	1,000	
New rectangular tables for BRC	1,800	
Slight decrease in recreation supplies required for 2020	(1,900)	
New Recreation staff scheduling software for students	1,200	
Reactivate Prince Albert Hall elevator	2,200	
Slight increase in Greenbank Hall grant	500	
Insurance	300	(23,500)
User Fee Changes:		
Minor Hockey - SCRC	42,400	
Non-res Youth - SCRC	(6,200)	
Mojacks	3,600	
Spring & summer rentals	(3,100)	
Adult Leagues - SCRC	3,100	
PP Figure Skating - SCRC	1,600	
Room Rentals	(1,500)	
Private Adult Groups - SCRC	(700)	
Curling Club - BRC	4,500	
Figure Skating - BRC	1,400	
Minor Hockey - BRC	200	
Room Rentals	100	
Private Groups - BRC	(500)	44,900
Other Miscellaneous Expenses and Revenues		(5,500)
Net Decrease in Community Services - Recreation 2020 Operating Budget		(700)

TOWNSHIP OF SCUGOG
2020 Operating Budget Summary - Community Services - Recreation & Culture

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfer	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Payroll	1,535,728	1,511,900	1,495,300	(16,600)	(1.10%)	(16,600)						1,495,300
Administrative Expenditures	93,932	99,600	92,200	(7,400)	(7.43%)	(4,700)		(4,700)		2,000		92,200
Professional Services	4,470	5,000	5,000								13,200	5,000
Building Maintenance	269,817	238,900	276,800	37,900	15.86%	17,000		4,700		3,000		276,800
Materials	19,163	14,000	18,000	4,000	28.57%			4,000				18,000
Contracted Services	33,253	35,500	25,800	(9,700)	(27.32%)	(9,700)						25,800
Vehicles & Equipment	26,409	51,000	47,900	(3,100)	(6.08%)						(3,100)	47,900
Information Technology	14,576	17,200	18,400	1,200	6.98%	3,300	(2,100)					18,400
Repairs & Maintenance	30,863	34,500	23,600	(10,900)	(31.59%)	(3,400)		(4,000)			(3,500)	23,600
Insurance	59,139	60,200	68,500	8,300	13.79%	300		8,000				68,500
Utilities	365,431	420,300	418,800	(1,500)	(0.36%)	(1,500)						418,800
Grants	34,229	34,100	26,600	(7,500)	(21.99%)	500		(8,000)			1,000	26,600
Other Expenditures	16,243	17,800	17,800			(1,000)						17,800
Total Expenditures (Less Payroll)	967,525	1,028,100	1,039,400	11,300	1.10%	800	(2,100)			5,000	7,600	1,039,400
Total Expenditures	2,503,253	2,540,000	2,534,700	(5,300)	(0.21%)	(15,800)	(2,100)			5,000	7,600	2,534,700
Revenues	(615,219)	(538,400)	(589,700)	(51,300)	9.53%	100	(9,500)	(22,400)		500	(20,000)	(589,700)
Grants	(94,350)	(57,100)	(76,500)	(19,400)	33.98%	(11,000)	(8,400)					(76,500)
User Fees	(781,042)	(783,400)	(708,100)	75,300	(9.61%)	48,400	4,500	22,400				(708,100)
Total Revenues	(1,490,611)	(1,378,900)	(1,374,300)	4,600	(0.33%)	37,500	(13,400)			500	(20,000)	(1,374,300)
Total Community Services - Recreation & Culture	1,012,642	1,161,100	1,160,400	(700)	(0.06%)	21,700	(15,500)			5,500	(12,400)	1,160,400

TOWNSHIP OF SCUGOG
2020 Operating Budget - Community Services - Rec & Culture

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Community Services - Rec & Culture												
MUSEUM												
Payroll	119,863	123,700	124,400	700	0.57%	700						124,400
Administrative Expenditures	9,251	7,900	7,800	(100)	(1.27%)	(100)						7,800
Professional Services	4,470	5,000	5,000									5,000
Building Maintenance	14,078	20,300	14,300	(6,000)	(29.56%)	(3,000)				3,000	(6,000)	14,300
Contracted Services	671	1,000	700	(300)	(30.00)	(300)						700
Information Technology	(466)	2,900	800	(2,100)	(72.41)		(2,100)					800
Repairs & Maintenance												
Insurance	2,049	2,100	2,100									2,100
Utilities	10,207	9,500	9,800	300	3.16%	300						9,800
Other Expenditures	16,243	17,800	17,800			(1,000)					1,000	17,800
Total Expenditures (Less Payroll)	56,503	66,500	58,300	(8,200)	(12.33%)	(4,100)	(2,100)			3,000	(5,000)	58,300
Total Expenditures	176,366	190,200	182,700	(7,500)	(3.94%)	(3,400)	(2,100)			3,000	(5,000)	182,700
Revenues	(26,762)	(30,100)	(27,600)	2,500	(8.31%)	2,000				500		(27,600)
Grants	(22,627)	(25,100)	(25,100)									(25,100)
Total Revenues	(49,389)	(55,200)	(52,700)	2,500	(4.53%)	2,000	(2,100)			500		(52,700)
Total Museum	126,977	135,000	130,000	(5,000)	(3.70%)	(1,400)	(2,100)			3,500	(5,000)	130,000
POOL												
Payroll	61,275	61,600	66,800	5,200	8.44%	5,200						66,800
Administrative Expenditures	8,922	8,800	7,600	(1,200)	(13.64)	(1,200)						7,600
Materials	16,463	11,000	15,000	4,000	36.36			4,000				15,000
Information Technology	223	400	400									400
Repairs & Maintenance	2,585	7,500	1,600	(7,500)				(4,000)			(3,500)	0
Insurance	1,579	1,600	1,600									1,600
Utilities	8,645	9,000	9,000									9,000
Total Expenditures (Less Payroll)	38,417	38,300	33,600	(4,700)	(12.27%)	(1,200)					(3,500)	33,600
Total Expenditures	99,692	99,900	100,400	500	0.50	4,000					(3,500)	100,400

TOWNSHIP OF SCUGOG
2020 Operating Budget - Community Services - Rec & Culture

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Revenues	(33,866)	(33,000)	(33,800)	(800)	2.42%	(800)						(33,800)
Grants	(20,798)	(12,000)	(18,000)	(6,000)	50.00%	(6,000)						(18,000)
Total Revenues	(54,664)	(45,000)	(51,800)	(6,800)	15.11%	(6,800)						(51,800)
Total Pool	45,028	54,900	48,600	(6,300)	(11.48%)	(2,800)					(3,500)	48,600
DAYCAMP												
Payroll	149,680	167,700	184,000	16,300	9.72%	16,300						184,000
Administrative Expenditures	23,296	23,600	25,900	2,300	9.75	2,300						25,900
Information Technology												
Total Expenditures (Less Payroll)	23,296	23,600	25,900	2,300	9.75%	2,300						25,900
Total Expenditures	172,976	191,300	209,900	18,600	9.72%	18,600						209,900
Revenues	(217,670)	(212,000)	(232,000)	(20,000)	9.43%						(20,000)	(232,000)
Grants	(49,756)	(20,000)	(33,400)	(13,400)	67.00%	(5,000)	(8,400)					(33,400)
Total Revenues	(267,426)	(232,000)	(265,400)	(33,400)	14.40%	(5,000)	(8,400)				(20,000)	(265,400)
Total Daycamp	(94,450)	(40,700)	(55,500)	(14,800)	36.36%	13,600	(8,400)				(20,000)	(55,500)
SCUGOG RECREATION CENTRE												
Payroll	636,581	678,600	664,600	(14,000)	(2.06%)	(14,000)						664,600
Administrative Expenditures	20,508	20,700	19,400	(1,300)	(6.28%)	(1,300)						19,400
Professional Services												
Building Maintenance	153,944	122,200	161,100	38,900	31.83	22,900				16,000		161,100
Contracted Services	11,546	12,500	3,900	(8,600)	(68.80)	(8,600)						3,900
Vehicles & Equipment	24,480	47,000	43,900	(3,100)	(6.60%)					(3,100)		43,900
Information Technology	3,414	2,000	3,200	1,200	60.00%	1,200						3,200
Repairs & Maintenance	28,278	27,000	23,600	(3,400)	(12.59)	(3,400)						23,600
Insurance	25,424	25,900	26,100	200	0.77%	200						26,100
Utilities	277,792	323,600	322,300	(1,300)	(0.40%)	(1,300)						322,300
Total Expenditures (Less Payroll)	545,386	580,900	603,500	22,600	3.89%	9,700					12,900	603,500
Total Expenditures	1,181,967	1,259,500	1,268,100	8,600	0.68%	(4,300)					12,900	1,268,100

TOWNSHIP OF SCUGOG
2020 Operating Budget - Community Services - Rec & Culture

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Revenues	(197,579)	(119,900)	(141,000)	(21,100)	17.60%	(4,600)	(6,500)	(10,000)				(141,000)
Grants	(1,169)											
User Fees	(686,904)	(671,700)	(614,400)	57,300	(8.53%)	47,300		10,000				(614,400)
Total Revenues	(885,652)	(791,600)	(755,400)	36,200	(4.57%)	42,700	(6,500)					(755,400)
Total Scugog Recreation Centre	296,315	467,900	512,700	44,800	9.57%	38,400	(6,500)				12,900	512,700
RECREATION PROGRAMS												
Payroll	223,899	216,000	223,800	7,800	3.61%	7,800						223,800
Administrative Expenditures	20,851	22,400	20,000	(2,400)	(10.71%)	(2,400)						20,000
Information Technology	9,701	10,500	11,700	1,200	11.43%	1,200						11,700
Total Expenditures (Less Payroll)	30,552	32,900	31,700	(1,200)	(3.65%)	(1,200)						31,700
Total Expenditures	254,451	248,900	255,500	6,600	2.65%	6,600						255,500
Revenues	(59,651)	(62,000)	(65,000)	(3,000)	4.84%		(3,000)					(65,000)
Total Revenues	(59,651)	(62,000)	(65,000)	(3,000)	4.84%		(3,000)					(65,000)
Total Recreation Programs	194,800	186,900	190,500	3,600	1.93%	6,600	(3,000)					190,500
BLACKSTOCK ARENA												
Payroll	98,616	119,300	121,100	1,800	1.51%	1,800						121,100
Administrative Expenditures		4,300		(4,300)	0.00%			(4,300)				
Building Maintenance	62,882	48,300	53,600	5,300	10.97%			4,300			1,000	53,600
Contracted Services	2,492	3,700	2,900	(800)	(21.62)	(800)						2,900
Vehicles & Equipment	1,929	4,000	4,000									4,000
Information Technology	976	400	1,300	900	225.00%	900						1,300
Insurance	18,136	18,500	18,500									18,500
Utilities	55,362	62,700	63,700	1,000	1.59%	1,000						63,700
Total Expenditures (Less Payroll)	141,777	141,900	144,000	2,100	1.48%	1,100					1,000	144,000
Total Expenditures	240,393	261,200	265,100	3,900	1.49%	2,900					1,000	265,100
Revenues	(29,722)	(25,500)	(37,800)	(12,300)	48.24	100		(12,400)				(37,800)
User Fees	(94,138)	(111,700)	(93,700)	18,000	(16.11%)	1,100	4,500	12,400				(93,700)
Total Revenues	(123,860)	(137,200)	(131,500)	5,700	(4.15%)	1,200	4,500				1,000	(131,500)
Total Blackstock Arena	116,533	124,000	133,600	9,600	7.74%	4,100	4,500				1,000	133,600

TOWNSHIP OF SCUGOG
2020 Operating Budget - Community Services - Rec & Culture

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
REC & CULTURE ADMIN												
Payroll	245,812	145,000	110,600	(34,400)	(23.72%)	(34,400)						110,600
Administrative Expenditures	11,748	11,500	11,500			(2,000)				2,000		11,500
Total Expenditures (Less Payroll)	11,748	11,500	11,500			(2,000)				2,000		11,500
Total Expenditures	257,560	156,500	122,100	(34,400)	(21.98%)	(36,400)				2,000		122,100
Revenues	(6,219)	(8,000)	(6,200)	1,800	(22.50)	1,800						(6,200)
Total Revenues	(6,219)	(8,000)	(6,200)	1,800	(22.50)	1,800						(6,200)
Total Rec & Culture Admin	251,341	148,500	115,900	(32,600)	(21.95%)	(34,600)				2,000		115,900
MARINA												
Building Maintenance	1,324	2,900	2,400	(500)	(17.24)	(500)						2,400
Materials	2,700	3,000	3,000									3,000
Insurance	2,672	2,700	2,700									2,700
Total Expenditures (Less Payroll)	6,696	8,600	8,100	(500)	(5.81%)	(500)						8,100
Total Expenditures	6,696	8,600	8,100	(500)	(5.81%)	(500)						8,100
Revenues	(25,812)	(25,300)	(26,200)	(900)	3.56%	(900)						(26,200)
Total Revenues	(25,812)	(25,300)	(26,200)	(900)	3.56%	(900)						(26,200)
Total Marina	(19,116)	(16,700)	(18,100)	(1,400)	8.38%	(1,400)						(18,100)
COMMUNITY HALL & FACILITIES												
Building Maintenance	28,460	33,100	35,300	2,200	6.65%						2,200	35,300
Insurance	5,153	5,200	5,300	100	1.92%	100						5,300
Total Expenditures (Less Payroll)	33,613	38,300	40,600	2,300	6.01%	100					2,200	40,600
Total Expenditures	33,613	38,300	40,600	2,300	6.01%	100					2,200	40,600
Total Revenues												
Total Community Hall & Facilities	33,613	38,300	40,600	2,300	6.01%	100					2,200	40,600

TOWNSHIP OF SCUGOG
2020 Operating Budget - Community Services - Rec & Culture

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
GREENBANK												
Grants	8,292	8,200	8,700	500	6.10	500						8,700
Total Expenditures (Less Payroll)	8,292	8,200	8,700	500	6.10	500						8,700
Total Expenditures	8,292	8,200	8,700	500	6.10	500						8,700
Total Revenues												
Total Greenbank	8,292	8,200	8,700	500	6.10	500						8,700
CAESAREA												
Grants	3,500	3,500	3,500									3,500
Total Expenditures (Less Payroll)	3,500	3,500	3,500									3,500
Total Expenditures	3,500	3,500	3,500									3,500
Total Revenues												
Total Caesarea	3,500	3,500	3,500									3,500
TOWN HALL 1873												
Insurance			5,400	5,400				5,400				5,400
Grants	5,300	5,400		(5,400)				(5,400)				0
Total Expenditures (Less Payroll)	5,300	5,400	5,400									5,400
Total Expenditures	5,300	5,400	5,400									5,400
Total Revenues												
Total Town Hall 1873	5,300	5,400	5,400									5,400
UTICA												
Grants	3,500	3,500	3,500									3,500
Total Expenditures (Less Payroll)	3,500	3,500	3,500									3,500
Total Expenditures	3,500	3,500	3,500									3,500
Total Revenues												
Total Utica	3,500	3,500	3,500									3,500
Total Community Services - Rec & Culture	1,012,642	1,161,100	1,160,400	(700)	(0.06%)	21,700	(15,500)			5,500	(12,400)	1,160,400

**TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
DEVELOPMENT SERVICES**

	2019 Estimated Actuals	2019 Budget	2020 Budget	Increase / (Decrease)
Operating Expenditures	1,250,279	1,409,000	1,514,500	105,500
Revenues / Recoveries	(726,258)	(669,000)	(688,000)	(19,000)
Net Operating Budget	524,021	740,000	826,500	86,500

Budget Summary

Full Time Wages & Benefits

Salary / wage rate increase	9,100	
Progressions	19,300	
Conversion of Planner to Planning Manager	6,300	
Budget Neutral transfer of future staffing budget from CAO for conversion	35,000	
Change in Overtime	1,700	
New Retiree (1)	4,900	
Statutory payroll costs / benefit premiums	11,700	
	<hr/>	88,000

Budget Neutral

Transfer to Heritage Committee	(500)	
Transfer Insurance funds from Public Works	2,500	
Transfer Elevator Maintenance from Corporate Services	1,900	
Transfer conference funds from Office of the CAO	1,300	
Transfer meeting funds from Office of the CAO	400	
	<hr/>	5,600

Other Expenditures / Revenues

Decrease in projected Planning revenue for 2020	27,200
New caretaking agreement resulting in lower fees	(15,000)
One time purchase of water softener for Municipal Office completed in 2019	(8,000)
Eliminate funding for office painting as staff do not have time to coordinate	(5,000)
Reduce planning legal fees based on prior year actuals	(5,000)
Boat Launch budget already recorded in Public Works	(5,000)
Savings in mileage offset by new fuel budget for new building vehicle	(4,100)
New mandatory Electrical Safety Authority (ESA) program starting in 2020	4,200
Decrease in Provincial Offences Fines (POA) based on prior year actuals	3,300
Slight increase in animal shelter operating expenses per Uxbridge estimates	2,700
Eliminate Discovery Guide promotion in 2020	(2,200)
Eliminate Development sign revenue as requiring developers to put up signs	1,600
Professional membership annual fees for new staff	1,500

**TOWNSHIP OF SCUGOG
2020 OPERATING BUDGET SUMMARY
DEVELOPMENT SERVICES**

New mileage reimbursement for Engineering Tech to do inspections	1,400	
Building Business Forum not occurring in Scugog in 2020	(500)	
Insurance	700	
Other miscellaneous expenses and revenues	<u>(4,900)</u>	(7,100)
Net Increase in Development Services 2020 Operating Budget		<u>86,500</u>

TOWNSHIP OF SCUGOG
2020 Operating Budget Summary - Development Services

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
Payroll	817,971	897,300	985,300	88,000	9.81%	46,700		35,000		6,300		985,300
Administrative Expenditures	197,814	220,800	220,000	(800)	(0.36%)	(6,000)		(2,300)		6,800	700	220,000
Professional Services	43,423	79,400	72,500	(6,900)	(8.69%)	(5,000)	(1,000)	(500)			(400)	72,500
Building Maintenance	25,097	31,000	22,800	(8,200)	(26.45%)	(2,300)		1,900		4,200	(12,000)	22,800
Contracted Services	30,753	47,000	31,400	(15,600)	(33.19%)	(15,000)		(600)				31,400
Vehicles & Equipment	2,149	5,000	9,000	4,000	80			4,000				9,000
Information Technology	9,210	10,200	10,500	300	2.94%	300						10,500
Repairs & Maintenance	1,309	6,500		(6,500)		(5,000)		(1,500)				0
Insurance	5,165	4,000	8,400	4,400	110.00%	(200)		4,600				8,400
Utilities	48,023	58,800	57,600	(1,200)	(2.04%)	(1,200)						57,600
Committees												
Other Expenditures	19,365	49,000	47,000	(2,000)	(4.08%)	200	(2,200)					47,000
Transfers to / from Reserves	50,000		50,000	50,000						50,000		50,000
Total Expenditures (Less Payroll)	432,308	511,700	529,200	17,500	3.42%	(34,200)		5,600		61,000	(11,700)	529,200
Total Expenditures	1,250,279	1,409,000	1,514,500	105,500	7.49%	12,500		40,600		67,300	(11,700)	1,514,500
Revenues	(717,879)	(669,000)	(688,000)	(19,000)	2.84%	32,600				(51,600)		(688,000)
Transfers from Reserve	(8,379)											
Total Revenues	(726,258)	(669,000)	(688,000)	(19,000)	2.84%	32,600				(51,600)		(688,000)
Total Development Services	524,021	740,000	826,500	86,500	11.69%	45,100		40,600		15,700	(11,700)	826,500

TOWNSHIP OF SCUGOG
2020 Operating Budget - Development Services

Development Services	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase/ Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
PLANNING												
Payroll	158,363	189,500	238,000	48,500	25.59%	7,200		35,000		6,300		238,000
Administrative Expenditures	2,972	7,100	11,300	4,200	59.15%	(2,300)		3,900		2,600		11,300
Professional Services	37,421	70,000	64,500	(5,500)	(7.86)	(5,000)		(500)				64,500
Transfers to / from Reserves	50,000		50,000	50,000						50,000		50,000
Total Expenditures (Less Payroll)	90,393	77,100	125,800	48,700	63.16%	(7,300)		3,400		52,600		125,800
Total Expenditures	248,756	266,600	363,800	97,200	36.46%	(100)		38,400		58,900		363,800
Revenues	(203,084)	(271,900)	(293,900)	(22,000)	8.09%	29,600				(51,600)		(293,900)
Grants	(8,379)											
Total Revenues	(211,463)	(271,900)	(293,900)	(22,000)	8.09%	29,600				(51,600)		(293,900)
Total Planning	37,293	(5,300)	69,900	75,200	(1,418.87%)	29,500		38,400		7,300		69,900
BUILDING												
Payroll	172,233	185,000	211,200	26,200	14.16%	26,200						211,200
Administrative Expenditures	10,280	20,100	10,300	(9,800)	(48.76%)	(4,500)		(6,200)		200	700	10,300
Professional Services	6,002	5,000	5,000									5,000
Building Maintenance	25,097	31,000	22,800	(8,200)	(26.45%)	(2,300)		1,900		4,200	(12,000)	22,800
Contracted Services	26,626	42,000	27,000	(15,000)	(35.71%)	(15,000)						27,000
Vehicles & Equipment			4,000	4,000				4,000				4,000
Information Technology	9,210	9,700	10,000	300	3.09%	300						10,000
Insurance	4,435	3,300	6,000	2,700	81.82%	200		2,500				6,000
Utilities	48,026	58,800	57,600	(1,200)	(2.04%)	(1,200)						57,600
Other Expenditures				0								
Total Expenditures (Less Payroll)	129,676	169,900	142,700	(27,200)	(16.01%)	(22,500)		2,200		4,400	(11,300)	142,700
Total Expenditures	301,909	354,900	353,900	(1,000)	(0.28%)	3,700		2,200		4,400	(11,300)	353,900
Revenues	(418,811)	(301,800)	(301,800)									(301,800)
Transfers from Reserve												
Total Revenues	(418,811)	(301,800)	(301,800)									(301,800)
Total Building	(116,902)	53,100	52,100	(1,000)	(1.88%)	3,700		2,200		4,400	(11,300)	52,100

TOWNSHIP OF SCUGOG
2020 Operating Budget - Development Services

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase/ Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New/ Other	One Time Adjustment	2020 Budget Request
DEVELOPMENT SERVICES												
Payroll	328,996	352,700	360,100	7,400	2.10%	7,400						360,100
Administrative Expenditures	4,689	2,900	7,700	4,800	165.52%	1,000				3,800	(400)	7,700
Professional Services		400		(400)								
Committees												
Other Expenditures	19,365	49,000	47,000	(2,000)	(4.08%)	200	(2,200)					47,000
Total Expenditures (Less Payroll)	24,054	52,300	54,700	2,400	4.59%	1,200	(2,200)			3,800	(400)	54,700
Total Expenditures	353,050	405,000	414,800	9,800	2.42%	8,600	(2,200)			3,800	(400)	414,800
Revenues	(12,000)	(12,000)	(12,000)									(12,000)
Total Revenues	(12,000)	(12,000)	(12,000)									(12,000)
Total Development Services	341,050	393,000	402,800	9,800	2.49%	8,600	(2,200)			3,800	(400)	402,800
BY-LAW												
Payroll	156,031	165,400	171,300	5,900	3.57%	5,900						171,300
Administrative Expenditures	6,332	10,500	7,800	(2,700)	(25.71%)	(2,900)				200		7,800
Professional Services		4,000	3,000	(1,000)	(25.00)		(1,000)					3,000
Vehicles & Equipment	2,149	5,000	5,000									5,000
Information Technology		500	500									500
Repairs & Maintenance	1,309	6,500		(6,500)		(5,000)		(1,500)				0
Insurance	729	700	1,800	1,100	157.14%	(400)		1,500				1,800
Total Expenditures (Less Payroll)	10,519	27,200	18,100	(9,100)	(33.46%)	(8,300)	(1,000)			200		18,100
Total Expenditures	166,550	192,600	189,400	(3,200)	(1.66%)	(2,400)	(1,000)			200		189,400
Revenues	(70,196)	(67,800)	(64,800)	3,000	(4.42%)	3,000						(64,800)
Total Revenues	(70,196)	(67,800)	(64,800)	3,000	(4.42%)	3,000						(64,800)
Total By-Law	96,354	124,800	124,600	(200)	(0.16%)	600	(1,000)			200		124,600

TOWNSHIP OF SCUGOG
2020 Operating Budget - Development Services

	2019 Estimated Actuals	Approved 2019 Budget	2020 Budget Request	Budget Increase / Decrease	% Change	Maintain Service Level	Service Level Change	Budget Neutral Transfers	Growth Related Change	New / Other	One Time Adjustment	2020 Budget Request
ANIMAL CONTROL												
Payroll	2,348	4,700	4,700									4,700
Administrative Expenditures	173,541	180,200	182,900	2,700	1.50%	2,700						182,900
Contracted Services	4,127	5,000	4,400	(600)	(12.00%)			(600)				4,400
Insurance			600	600				600				600
Total Expenditures (Less Payroll)	177,668	185,200	187,900	2,700	1.46	2,700						187,900
Total Expenditures	180,016	189,900	192,600	2,700	1.42%	2,700						192,600
Revenues	(13,790)	(15,500)	(15,500)									(15,500)
Total Revenues	(13,790)	(15,500)	(15,500)									(15,500)
Total Animal Control	166,226	174,400	177,100	2,700	1.55%	2,700						177,100
Total Development Services	524,021	740,000	826,500	86,500	11.69%	45,100	(3,200)	40,600		15,700	(11,700)	826,500

**2020 OPERATING BUDGET SUMMARY
LIBRARY SERVICES**

	2019 Estimated Actuals	2019 Budget	2020 Budget	Increase / (Decrease)
Operating Expenditures	677,424	677,400	684,200	6,800
Revenues / Recoveries				-
Net Operating Budget	677,424	677,400	684,200	6,800

Budget Summary

Full Time & Part Time (PT) Wages & Benefits

Salary / wage rate increase / statutory payroll costs 27,200

Other Expenditures / Revenues

Decrease in IT expenditures (19,800)

Decrease in Utility expenses (3,800)

Increase in Building Maintenance expenses 2,600

Other Miscellaneous Expenses and Revenues 600

Net Increase in Library 2020 Operating Budget 6,800

