



COMMITTEE OF THE WHOLE AGENDA CITY OF MERRITT

Tuesday, January 21, 2020

6:00 P.M.

COUNCIL CHAMBERS, CITY HALL

2185 Voght Street

Merritt, B.C

Mission Statement: *The City of Merritt is a progressive, attractive, economically viable City that is socially responsible and environmentally sustainable.*

Pages

1. CALL TO ORDER

1.1 Call to Order

2. ADOPTION OF MINUTES

2.1 Committee of the Whole Meeting Minutes - DATE

2

Recommendation:

THAT the Minutes of the Committee of the Whole Meeting held on December 10, 2019 be adopted.

3. GENERAL MATTERS - Delegations and Recognitions

4. UNFINISHED BUSINESS

5. NEW BUSINESS

5.1 Presentation of 2020 Draft Operating Budget

5

Recommendation:

THAT Council receive this report for information

6. TERMINATION OF MEETING



MINUTES

CITY OF MERRITT

COMMITTEE OF THE WHOLE

Tuesday, December 10, 2019
5:00 P.M.
COUNCIL CHAMBERS, CITY HALL
2185 Voght Street
Merritt, B.C

PRESENT:

- Mayor L. Brown**
- Councillor M. Bhangu**
- Councillor K. Christopherson**
- Councillor A. Etchart**
- Councillor T. Fehr**
- Councillor T. Luck**
- Councillor M. White**

Mr. S. Hildebrand, Chief Administrative Officer
Mr. S. Smith, Director of Corporate Services
Ms. S. Thiessen, Director of Finance & IT
Mr. W. Anderson, Financial Services Manager

1. CALL TO ORDER

1.1 Call to Order

Mayor Brown called the meeting to order at 5:00pm

2. ADOPTION OF MINUTES

2.1 Committee of the Whole Meeting Minutes - December 3, 2019

Recommendation:

THAT the Minutes of the Committee of the Whole Meeting held on December 3, 2019 be adopted.

Moved, Seconded, CARRIED

3. GENERAL MATTERS - Delegations and Recognitions

3.1 Departmental Presentations - Capital Requests

City staff will make departmental capital budget presentations in the following order:

- 1. David Tomkinson - Fire Chief*
- 2. Charlie Henderson - Superintendent of Public Works*
- 3. Sky McKeown - Recreation and Facilities Manager*

Shiela Thiessen provided an overview of the budget process, including six capital items that will be brought forward at a future budget meeting.

Fire Chief Tomkinson presented to Council regarding the following potential capital items:

1. Fire Hall Expansion
2. Pumper Tender
3. Records Management Software associated with Mobile Computer Aided Dispatch
4. Mobile Computer Aided Dispatch - A terminal for Rescue 1.
5. Fire Hose - To replace fire hose that is failing testing from 1995.
6. Thermal Imaging Cameras (not an immediate priority)
7. Fire Station Location Study (not an immediate priority)

Charlie Henderson presented to Council, providing statistics on work done in 2019 and regarding a list of Capital requests, including five different Engineering department requests, two public works facilities requests,

seven fleet requests, six parks requests, six roads requests, five sewer fund requests and six water fund requests.

Mayor Brown called a recess of the meeting at 7:35pm.

Mayor Brown reconvened the meeting at 7:43pm.

Sky McKeown presented to Council noting that 22 projects in 2019 are now 100% complete, averaging 5% under budget, and two projects are still ongoing and both are anticipated to be under budget. For 2020, Sky proposed three projects at the Nicola Valley Memorial Arena, three projects at the Nicola Valley Aquatic Centre, three trail and recreation projects, and projects at the Emergency Support Service, Dog Pound, Cadet Hall and Civic Centre Buildings.

4. **UNFINISHED BUSINESS**
5. **NEW BUSINESS**
6. **PUBLIC INPUT**
7. **TERMINATION OF MEETING**

The Mayor declared the meeting ended at 8:25pm

Corporate Officer

Sean Smith

Certified correct in accordance with Section 124(2) (c) of the Community Charter

Confirmed on the ____ day of ____, 20____

Mayor

Linda Brown

Report

City of Merritt
REGULAR Council Meeting
January 21, 2020

File Number: 1850

To: Scott Hildebrand, Chief Administrative Officer
From: Sheila Thiessen, Director of Finance & IT
Date: January 17, 2020
Subject: Presentation of 2020 Draft Operating Budget

RECOMMENDATION:

THAT Council receive this report for information

Background:

During the December 10, 2019 Committee of the Whole Meeting, where the department heads presented their capital budget requests, Council requested an overview of the operating budget, reserve and surplus balances prior to making decisions in relation to capital projects.

Staff has prepared a document that summarizes the operating budgets for 2020, using the 2020 amounts from the 2019-2023 Financial Plan as a base and has adjusted for contractual obligations related to payroll primarily.

The adjustments included wage and salary increases as per the collective agreement and employment contracts, increases payroll taxes and benefits as subscribed.

The increases are a result of a 2% union increase, cost of living increases for Council and Senior staff, other adjustments as contracted. Also included are increases to WCB 9%, CPP 3%, EI (2.4%) and the Employer's Health Tax.

Insurance and other contracted costs have been adjusted as required. Additional debt servicing amounts were included to reflect the new debt to be secured as budgeted in 2020.

The report consists of a two-page summary document with attached schedules that provided details on a segmented basis. Also included is the FTE's from 2017 and on.

Staff will be providing greater detail and responding to questions during the presentation.

Options / discussion

Council can receive this report for information or choose to provide direction or guidelines for staff to use as they proceed with the budget process.

Financial / Risk Implications:

It is important that Council has a solid understanding of the financial implications of any decisions that they make related to the 2020 and ongoing capital and operations of the City. Staff is providing a schedule that shows the current standing of the reserve and surplus funds for their information.

Strategic Plan Reference:

Sound financial stewardship is a key part of the strategic plan.

Others Consulted:

Council will want to involve the public in this process and a Citizen's budget application will be launched in the coming weeks to solicit input from members of the public.

If Council provides staff with a list of the top ten topics that they would like the public to provide input on, they can be incorporated in to the website application for input.

Attachments:

Powerpoint Presentation
2020 Draft Budget Summaries
Estimated Reserve and Surplus Balances
Capital and operating requests will be circulated at the meeting

Respectfully submitted,

**Sheila Thiessen
Director of Finance & IT**



2020-2024 Financial Plan

Presentation of Draft Operating Budget
January 21, 2020





Distribution of Assessment Changes

Property Class	2019 Revised Roll	2019 Portion of Assessment Class	2020 Completed Roll	2020 Portion of Assessment Class	Net Change
Residential	\$ 772,528,788	81.79%	\$ 845,591,051	81.86%	\$ 73,062,263
Utilities	3,196,600	0.34%	8,109,900	0.79%	4,913,300
Major Industry	10,649,700	1.13%	10,625,700	1.03%	(24,000)
Light Industry	5,833,600	0.62%	5,960,600	0.58%	127,000
Business and Other	151,124,250	16.00%	161,426,102	15.63%	10,301,852
Recreation	678,900	0.07%	735,300	0.07%	56,400
Farm	516,389	0.05%	516,389	0.05%	-
Totals	\$ 944,528,227	100.00%	\$ 1,032,965,042	100.00%	\$ 88,436,815



Source of Assessment Changes

Property Class	Net Change	Non Market Change	Market Change	Reason
Residential	\$ 73,062,263	\$ 10,352,200	\$ 62,710,063	New Construction, Increase in Values
Utilities	4,913,300	4,813,300	100,000	Permissive Tax Exemptions
Major Industry	(24,000)	-	(24,000)	Property Values
Light Industry	127,000	161,000	(34,000)	Zoning Changes
Business and Other	10,301,852	2,293,271	8,008,581	Permissive Tax Exemptions, Increase in Values
Recreation	56,400	-	56,400	Increase in Values
Totals	\$ 88,436,815	\$ 17,619,771	\$ 70,817,044	

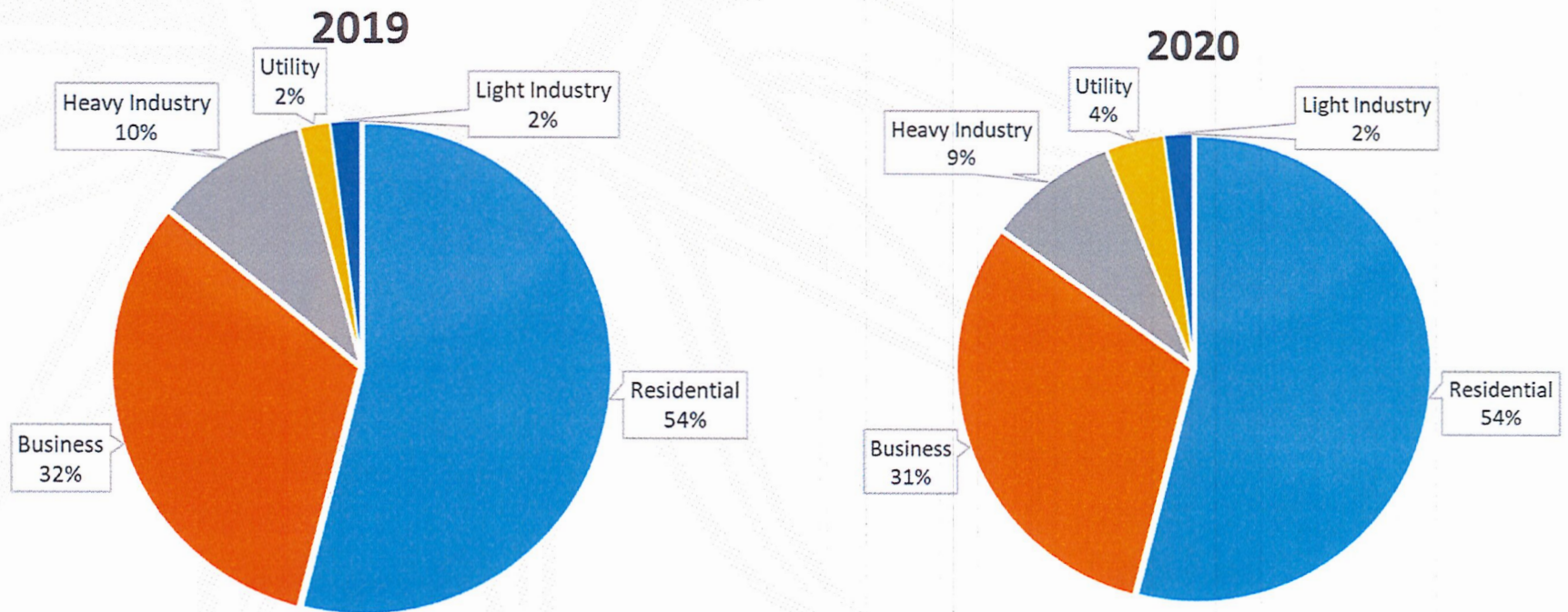


Tax Distribution (burden)

Class	2019	2018	2017	2016	2015
Residential	54%	45%	43%	44%	47%
Utilities	2%	11%	10%	7%	1%
Heavy Industrial	10%	12%	15%	17%	19%
Light Industrial	2%	2%	3%	3%	3%
Business	32%	30%	29%	29%	30%
Recreation	0%	0%	0%	0%	0%
Farm	0%	0%	0%	0%	0%
Total	100%	100%	100%	100%	100%



Changes to Distribution of Tax Burden





Revitalization Exemption Impact

- There are currently three active revitalization tax exemptions
 - The first year was 2019 and they will be complete for the 2023 taxation year
 - The class that are impacted are:
 - Business
 - Utilities
 - The amount of tax \$ forgone over the exemption period is estimated to be around \$2.2 million dollars
 - There are no other current applications in process



Tax Rates over the years

	Residential	Utilities	Heavy Industry	Light Industry	Business	Recreation	Farm
2013	4.7752	39.1887	60.1402	30.3912	15.7407	6.7541	23.0669
2014	4.9595	40.1323	64.6173	29.9752	16.0539	6.8888	23.5279
2015	5.1555	39.0273	65.4955	30.4123	15.6109	6.2278	23.9989
2016	5.2457	40.0000	66.6416	30.9445	15.8840	6.3368	24.4188
2017	5.3244	40.0000	67.6412	31.4086	16.1223	6.4319	24.7851
2018	5.3244	40.0000	67.6412	31.4086	16.1223	6.4319	24.7851
2019	5.1790	39.9301	65.7941	30.5509	15.6820	6.2562	24.1083



Taxes on an Average House

- 2019 Municipal Taxes on an average house (\$266,000)
 - \$1,378
- 2020 Municipal Taxes on an average house (\$289,000)
 - \$1,497 (using 2019 rate)
- Net increase of \$119
- With the changes in assessment to raise the same amount of taxes as 2019, the residential rate would be reduced to \$4.6894/\$1,000 of assessed value from \$5.179/\$1,000 of assessed value, a rate decrease of 9.45%.
- 2020 Municipal Taxes on an average house at the new rate would be \$1355
- Staff is not recommending any increases to utility rates or parcel taxes at this time



Where did the taxes go?

	2019 Total Taxes Collected	Taxes Paid Average House \$266,000
Municipal	\$7,394,113	\$1,378
Transit	177,436	30
Total Taxes Collected	\$7,571,549	\$1,408

General Government	\$ 137
Protective Services	637
Public Works	162
Development Services	102
Public Health and Welfare	15
Recreation and Cultural Services	322
Transit	32
Total	\$1,408



Schedule

- **January 21, 2020**, Draft Budget Overview
- **February 4**, Grant in Aid
- **February 18**, Budget Open House
 - Public Input on Priorities
- **March 3**, Budget Discussion
 - Possible finalization, additional meetings may be scheduled if required.
- **April 21**, Regular Council Meeting
 - First readings of Financial Plan and Tax Rate Bylaws
- **May 12**, Regular Council Meeting
 - Final Reading of Bylaws



2020 Draft Budget Summaries Prior to New Input

2020 Proposed Draft Budget, based on 2020 portion of 2019-2023 Financial Plan, with contracted changes input for General and Transit Funds (see attached schedules)

2020 Draft Budget	Revenues	Expenditures	Taxes Required	Increase (Decrease) over 2019	Portion of Total Taxes
A General Government	2,142,289	3,187,573	1,045,284	39.2%	13%
B Protective Services	464,583	4,167,632	3,703,049	5.7%	45%
C Transportation Services	217,759	1,805,867	1,588,108	0.2%	19%
D Environmental Health Services	1,198,700	627,279	(571,421)	-10.9%	-7%
E Development Services	147,000	638,783	491,783	-12.4%	6%
F Public Health and Welfare	24,000	101,878	77,878	-6.7%	1%
G Recreation and Cultural Services	1,020,568	2,929,306	1,908,738	7.9%	23%
Totals	5,214,899	13,458,318	8,243,419	6.5%	100%

2019 Estimated Surplus based on unaudited Financials as of January 15, 2020 for General and Transit Funds (see attached schedules)

2019 Activity	Revenues	Expenditures	Actual Net	Budgeted Net	Surplus
A General Government	2,626,417	3,181,286	554,869	751,140	196,271
B Protective Services	515,649	3,380,348	2,864,699	3,503,908	639,209
C Transportation Services	193,716	1,698,967	1,505,250	1,584,649	79,399
D Environmental Health Services	1,194,495	611,586	(582,909)	(515,235)	67,674
E Development Services	78,974	542,320	463,346	561,290	97,944
F Public Health and Welfare	33,439	79,716	46,277	83,435	37,158
G Recreation and Cultural Services	1,054,506	2,811,603	1,757,097	1,769,696	12,599
 Capital Activity (tax/surplus funded)	 1,014,483	 2,731,496	 1,717,013	 2,523,249	 806,236
Budgeted Transfer from Surplus			0	(1,889,366)	(1,889,366)
Totals	6,711,679	15,037,320	8,325,641	8,372,766	47,125



2020 Draft Budget Summaries Prior to New Input

2020 Draft Budget for Water and Sewer Utilities based on 2019-2023 Financial Plan with contracted

				Available for
	2020	Revenues	Expenditures	Capital
H	Water Utility	1,894,340	1,504,145	390,195
I	Sewer Utility	1,445,387	1,108,680	336,707

FTE's by Line item and Year (see attached schedules)

	2017 Actual	2018 Actual	2019 Actual	2020 Draft
A General Government	10.20	10.20	10.45	11.20
B Protective Services	11.00	11.00	11.25	11.50
C Transportation Services	11.98	11.98	11.98	11.98
D Environmental Health Services	1.40	1.40	1.40	1.40
E Development Services	3.00	3.00	3.00	3.00
F Public Health and Welfare	0.15	0.15	0.15	0.15
G Recreation and Cultural Services	21.81	25.23	26.28	26.28
H Water Utility	1.56	1.56	2.06	2.06
I Sewer Utility	2.10	2.10	2.60	2.60
Totals	63.20	66.62	69.17	70.17

Draft 2020 Budget Prior to New Input
Schedule A

General Government

Purpose: Legislative, Administration, Finance, IT and HR

	2017 Actual Amounts	2018 Actual Amounts	2019 Actual Amounts	2019 Amended Budget	2020 Draft Budget	Increase/ (Decrease)
Expenditures:						
Contracted Services	238,604	258,038	237,708	325,000	325,500	0%
Debt Servicing and Bank Charges	741,569	599,167	419,492	436,488	550,295	26%
Grant in Aid	67,315	86,377	66,798	87,215	50,000	-43%
Insurance	67,385	67,039	76,749	75,306	76,722	2%
Legislative	193,723	214,405	230,217	223,360	261,903	17%
Operations	120,590	99,736	114,578	124,550	124,550	0%
Salaries, wages and benefits	1,083,373	1,267,891	1,236,737	1,199,549	1,367,493	14%
Transfer to reserves	380,924	369,419	725,046	726,149	356,730	-51%
Utilities	71,706	77,806	73,959	69,380	74,380	7%
Total Direct Costs	2,965,189	3,039,879	3,181,286	3,266,997	3,187,573	-2%
Revenue generated:						
1% Utility Tax	169,810	158,946	154,138	154,138	148,959	-3%
Provincial Grants	518,399	597,690	538,068	554,970	515,000	-7%
Sale of Services	51,604	56,414	48,292	49,100	50,100	2%
Penalties and Interest on Taxes	292,096	278,484	136,311	155,000	155,000	0%
Return on Investments	241,735	226,700	380,997	225,000	270,000	20%
Other Revenue	251,079	391,200	123,564	131,500	126,500	-4%
Transfer from other funds	520,000	520,000	520,000	520,000	520,000	0%
Gas Tax Funds	356,729	369,419	725,046	726,149	356,730	-51%
Total Revenue Generated	2,401,452	2,598,853	2,626,417	2,515,857	2,142,289	-15%
Net operating costs	563,737	441,026	554,869	751,140	1,045,284	39%
Net Tax Requirement (Contribution)	563,737	441,026	554,869	751,140	1,045,284	39%
Staffing per budget - FTE's	10.20	10.20	10.45	10.20	11.20	



**Draft 2020 Budget Prior to New Input
Schedule B**

Protective Services

Purpose: Fire Department, RCMP, Building Inspection and Bylaw

	2017 Actual Amounts	2018 Actual Amounts	2019 Actual Amounts	2019 Amended Budget	2020 Draft Budget	Increase/ (Decrease)
Expenditures:						
Contracted Services	1,876,475	1,961,603	1,908,717	2,432,236	2,638,467	8%
Insurance	7,352	6,951	6,983	8,990	7,764	-14%
Operations	288,508	471,597	225,024	242,207	194,049	-20%
Salaries, wages and benefits	1,202,489	1,162,566	1,167,000	1,193,761	1,254,002	5%
Transfer to reserves	40,000	40,000	40,000	40,000	40,000	0%
Utilities	26,989	31,145	32,624	32,600	33,350	2%
Total Direct Costs	3,441,813	3,673,862	3,380,348	3,949,794	4,167,632	6%
Revenue generated:						
Provincial Grants	219,643	313,761	108,803	100,000	100,000	0%
Regional Funding	72,075	73,369	74,836	74,836	76,333	2%
Sale of Services	305,303	97,703	77,795	63,250	63,250	0%
Licences, Permits and Fines	256,036	202,800	238,690	207,800	220,000	6%
Other Revenue	-	-	15,525	-	5,000	
Total Revenue Generated	853,057	687,634	515,649	445,886	464,583	4%
Net operating costs	2,588,756	2,986,228	2,864,699	3,503,908	3,703,049	6%
Net Tax Requirement (Contribution)	2,588,756	2,986,228	2,864,699	3,503,908	3,703,049	6%
Staffing per budget - FTE's	11.00	11.00	11.25	11.25	11.50	



Draft 2020 Budget Prior to New Input
Schedule C

Transportation Services

Purpose: Includes Roads, Drainage, Street Lighting, Snow Removal, Airport and Transit

	2017 Actual Amounts	2018 Actual Amounts	2019 Actual Amounts	2019 Amended Budget	2020 Draft Budget	Increase/ (Decrease)
Expenditures:						
Contracted Services	354,124	582,488	553,797	554,806	563,740	2%
Fuel Purchases for Resale	50,596	60,575	43,167	60,000	60,000	0%
Insurance	35,608	36,586	38,376	37,800	40,300	7%
Operations	123,078	159,039	113,712	165,461	166,850	1%
Salaries, wages and benefits	709,090	628,094	731,517	756,226	754,121	0%
Utilities	211,806	213,986	218,398	220,856	220,856	0%
Total Direct Costs	1,484,302	1,680,768	1,698,967	1,795,149	1,805,867	1%
Revenue generated:						
Regional Funding	10,000	16,600	16,600	16,600	16,600	0%
Sale of Service	142,328	205,579	173,765	190,400	197,400	4%
Other Revenue	3,178	3,554	3,352	3,500	3,759	7%
Transfer from Surplus						
Total Revenue Generated	155,506	225,732	193,716	210,500	217,759	3%
Net operating costs	1,328,796	1,455,036	1,505,250	1,584,649	1,588,108	0%
Net Tax Requirement (Contribution)	1,328,796	1,455,036	1,505,250	1,584,649	1,588,108	0%
Staffing per budget - FTE's	11.98	11.98	11.98	11.98	11.98	



**Draft 2020 Budget Prior to New Input
Schedule D**

Environmental Health Services

Purpose: Solid Waste Management and Recycling

	2017 Actual Amounts	2018 Actual Amounts	2019 Actual Amounts	2019 Amended Budget	2020 Draft Budget	Increase/ (Decrease)
Expenditures:						
Contracted Services	291,570	332,176	321,006	340,000	340,000	0%
Insurance	43	46	52	100	100	0%
Operations	122,713	91,420	109,386	92,450	92,450	0%
Salaries, wages and benefits	157,087	159,211	181,008	190,665	194,479	2%
Utilities	203	185	133	250	250	0%
Total Direct Costs	571,615	583,038	611,586	623,465	627,279	1%
Revenue generated:						
Sale of Services	1,142,024	1,135,964	1,194,495	1,138,700	1,198,700	5%
Total Revenue Generated	1,142,024	1,135,964	1,194,495	1,138,700	1,198,700	5%
Net operating costs	(570,409)	(552,926)	(582,909)	(515,235)	(571,421)	11%
Net Tax Requirement (Contribution)	(570,409)	(552,926)	(582,909)	(515,235)	(571,421)	11%
Staffing per budget - FTE's	1.40	1.40	1.40	1.40	1.40	



**Draft 2020 Budget Prior to New Input
Schedule E**

Development Services

Purpose: Includes Planning and Economic Development

	2017 Actual Amounts	2018 Actual Amounts	2019 Actual Amounts	2019 Amended Budget	2020 Draft Budget	Increase/ (Decrease)
Expenditures:						
Contracted Services	59,203	160,754	175,326	179,511	205,533	14%
Operations	97,555	53,521	102,179	216,400	91,400	-58%
Salaries, wages and benefits	273,174	263,929	263,498	302,279	340,500	13%
Utilities	1,125	1,422	1,317	1,350	1,350	0%
Total Direct Costs	431,057	479,625	542,320	699,540	638,783	-9%
Revenue generated:						
Grant Funding		15,000	55,000	125,000	130,000	4%
Sale of Services	686	775	731	250	500	100%
Licences, permits and fines	104,907	16,439	23,243	13,000	16,500	27%
Total Revenue Generated	105,593	32,214	78,974	138,250	147,000	6%
Net operating costs	325,464	447,411	463,346	561,290	491,783	-12%
Net Tax Requirement (Contribution)	325,464	447,411	463,346	561,290	491,783	-12%
Staffing per budget - FTE's	3.00	3.00	3.00	3.00	3.00	



**Draft 2020 Budget Prior to New Input
Schedule F**

Public Health and Welfare Services

Purpose: Includes Cemetery, Mosquito Control and Air Quality

	2017 Actual Amounts	2018 Actual Amounts	2019 Actual Amounts	2019 Amended Budget	2020 Draft Budget	Increase/ (Decrease)
Expenditures:						
Contracted Services	62,794	55,601	35,696	67,500	67,500	0%
Insurance	61	65	73	75	75	0%
Operations	6,795	10,420	14,806	11,700	11,700	0%
Salaries, wages and benefits	12,822	13,925	29,141	22,160	22,603	2%
Total Direct Costs	82,472	80,011	79,716	101,435	101,878	0%
Revenue generated:						
Sale of Services (Cemetery)	17,653	18,121	33,439	18,000	24,000	33%
Total Revenue Generated	17,653	18,121	33,439	18,000	24,000	33%
Net operating costs	64,819	61,890	46,277	83,435	77,878	-7%
Net Tax Requirement (Contribution)	64,819	61,890	46,277	83,435	77,878	-7%
Staffing per budget - FTE's	0.15	0.15	0.15	0.15	0.15	

Draft 2020 Budget Prior to New Input
Schedule G

Recreation and Cultural Services

Purpose: Includes Aquatic Centre, Parks, Arena, Recreation Programming, Civic Centre and Facilities

	2017 Actual Amounts	2018 Actual Amounts	2019 Actual Amounts	2019 Amended Budget	2020 Draft Budget	Increase/ (Decrease)
Expenditures:						
Contracted Services	680,892	440,725	425,862	467,600	467,600	0%
Insurance	31,050	32,755	30,169	35,100	35,100	0%
Operations	444,458	423,701	440,852	438,818	429,560	-2%
Salaries, wages and benefits	1,138,431	1,438,095	1,656,674	1,580,014	1,717,457	9%
Transfer to reserves	5,000	5,000	5,000	5,000	5,000	0%
Utilities	253,749	256,702	253,046	274,589	274,589	0%
Total Direct Costs	2,553,580	2,596,977	2,811,603	2,801,121	2,929,306	5%
Revenue generated:						
Grant Funding	2,608	6,788	3,775	6,500	6,500	0%
Regional Grants	209,948	214,147	218,430	218,430	222,798	2%
Sale of Service	862,658	791,536	832,300	806,495	791,270	-2%
Other Revenue	-	30,000	-	-	-	
Total Revenue Generated	1,075,214	1,042,471	1,054,506	1,031,425	1,020,568	-1%
Net operating costs	1,478,366	1,554,506	1,757,097	1,769,696	1,908,738	8%
Net Tax Requirement (Contribution)	1,478,366	1,554,506	1,757,097	1,769,696	1,908,738	8%
Recreation Staff	17.66	21.08	22.13	22.13	22.13	
Parks Staff	4.15	4.15	4.15	4.15	4.15	
Staffing per budget - FTE's	21.81	25.23	26.28	26.28	26.28	



**Draft 2020 Budget Prior to New Input
Schedule H**

Water Utility

Purpose: Includes water treatment systems, wells, reservoirs and water lines.

	2017 Actual Amounts	2018 Actual Amounts	2019 Actual Amounts	2019 Amended Budget	2020 Draft Budget	Increase/ (Decrease)
Expenditures:						
Contracted Services	100,152	100,255	92,516	156,700	156,700	0%
Debt Servicing	371,544	297,417	311,047	254,111	254,111	0%
Insurance	4,904	5,293	5,404	5,750	5,750	0%
Operations	119,885	175,407	150,460	200,912	200,912	0%
Salaries, wages and benefits	277,955	285,274	338,278	408,207	453,572	11%
Transfer to General	260,000	260,000	260,000	260,000	260,000	0%
Utilities	150,623	166,773	154,626	173,100	173,100	0%
Total Direct Costs	1,285,063	1,290,417	1,312,332	1,458,780	1,504,145	3%
Revenue generated:						
Parcel Taxes	424,915	426,315	613,675	613,995	613,995	0%
Sale of Service	1,223,118	1,237,004	1,200,308	1,185,345	1,185,345	0%
Other Revenue	140,585	132,019	118,285	95,000	95,000	0%
Total Revenue Generated	1,788,618	1,795,338	1,932,269	1,894,340	1,894,340	0%
Amount available for capital	503,555	504,920	619,937	435,560	390,195	-10%
Staffing per budget - FTE's	1.56	1.56	2.06	2.06	2.06	



**Draft 2020 Budget Prior to New Input
Schedule I**

Sewer Utility

Purpose: Includes waste water treatment plant, sewer lines and composting site.

	2017 Actual Amounts	2018 Actual Amounts	2019 Actual Amounts	2019 Amended Budget	2020 Draft Budget	Increase/ (Decrease)
Expenditures:						
Contracted Services	58,245	116,838	113,982	95,150	95,150	0%
Debt Servicing	51,920	51,813	51,813	51,812	49,098	-5%
Insurance	4,990	6,066	5,502	6,250	6,250	0%
Operations	157,430	136,988	164,793	169,550	169,550	0%
Salaries, wages and benefits	268,136	278,168	306,670	400,770	420,032	5%
Transfer to General Fund	260,000	260,000	260,000	260,000	260,000	0%
Utilities	108,422	103,170	106,935	108,600	108,600	0%
Total Direct Costs	909,142	953,042	1,009,695	1,092,132	1,108,680	2%
Revenue generated:						
Parcel Taxes	941,840	946,110	620,000	617,400	617,400	0%
Sale of Service	699,527	738,614	702,506	732,986	732,987	0%
Other Revenue	140,585	132,019	118,285	95,000	95,000	0%
Total Revenue Generated	1,781,951	1,816,742	1,440,791	1,445,386	1,445,387	0%
Amount available for capital	872,809	863,700	431,097	353,254	336,707	-5%
Staffing per budget - FTE's	2.10	2.10	2.60	2.60	2.60	



Merritt

Estimated Reserve and Surplus Balances

Dec 31, 2019

* Prior to interest entries

	General Fund	Water Fund	Sewer Fund	Transit Fund	Total
Unrestricted Surplus	3,281,257	1,026,721	3,661,082	173,213	8,142,273
2019 Estimated Activity	47,125	7,413	138,805	(36,418)	156,924
	<u>3,328,382</u>	<u>1,034,134</u>	<u>3,799,887</u>	<u>136,795</u>	<u>8,299,197</u>
Statutory Reserves					
Capital Works and Machinery	630,738	8,524	9,233		648,495
Sale of City Owned Lands	12,879				12,879
Parking	74,360				74,360
Non Statutory Reserves					
Reserve for Future Expenditures	1,742,169	439,070	1,273,522		3,454,760
Gas Tax Reserve	3,745,906				3,745,906
Total	<u>9,534,433</u>	<u>1,481,728</u>	<u>5,082,642</u>	<u>136,795</u>	<u>16,235,598</u>