



**Corporation of the Town of Ingersoll  
Council Agenda  
Special Meeting of Council  
Town Centre, Council Chambers  
Wednesday, January 13, 2016, 6:00 p.m.**

**Call to Order**

**Disclosures of Pecuniary Interest**

**2016 Budget Review**

[2016 Draft Budget Report](#)

- 1) 2016 Operating Budgets Overview
  - Council, Clerk's and CAO
  - Parking and Public Buildings
  - Information Technologies
  - Treasury
  - Building Inspection
  - Engineering and Public Works
- 2) 2016 Capital Budget Overview

**Special Report**

- 1) Ingersoll Connection Magazine – Additional Publications [R-004-16](#)

**Notice of Motion**

**Upcoming Council Meetings**

**Regular Meeting of Council**  
Monday, February 8, 2016, 6:00 p.m.  
Town Centre, Council Chambers

**Budget – Special Council Meetings**  
January 18, 2016, January 25, 2016  
Town Centre, Council Chambers, 6:00 p.m.

**Strategic Planning Meeting**  
Saturday, January 23, 2016, 9:00 a.m.  
Town Centre, Council Chambers

**Adjournment**

**THE CORPORATION OF THE  
TOWN OF INGERSOLL**

**2016 DRAFT BUDGET**

January 13, 2016

**Town of Ingersoll  
2016 Draft Budget  
January 13, 2016**

**Introduction**

The 2016 draft budget maintains the current level of services and requires no new debenture financing. The proposed 2016 combined operating and capital budget incorporate a \$405,832 or 3.07% rise in the levy. The proposed 3.07% increase reflects a 1.5% or \$28 increase annually for the average residential rate payer.

<b>2016 Net Budget Key Drivers</b>	<b>Increase/(Decrease), \$ (000's)</b>	
Reduction in OPP budget due to new contract formula	\$	(274)
Reduction in materials and supplies for sidewalk repairs, patching and bridges repairs	\$	(118)
Increase in capital funding from levy due to reduction of senior government funding.		
Increase contributions to reserves to support future needs of the budget	\$	512
Reduction in Provincial Operating Grant. 2016 is final year of the phase-in reduction	\$	80
Increase in payroll expenses (annual salary and benefit) increases	\$	39
Increase in winter control expenses to bring in line with prior years actuals	\$	54
Increase in utilities (hydro and water) and maintenance contracts	\$	52
Increase in property tax refunds provision	\$	20
Other	\$	40
<b>Tax Levy Increase</b>	<b>\$</b>	<b>405</b>

The proposed 2016 capital projects will be \$3.5 million with funding from reserves of \$2.75 million, reserve funds \$.497 million and others \$.27 million.

**Town of Ingersoll  
2016 Draft Budget  
January 13, 2016  
Budget Revisions**

Staff made the following adjustments to the operating budget submitted on December 9th, 2015.

<b>2016 Budget Adjustments</b>	<b>Increase/(Decrease), \$</b>	<b>Increase %</b>
<b>Tax Levy Starting Point - December 9th, 2015</b>	<b>\$ (13,591,687.00)</b>	<b>2.92%</b>
Adjustments:		
Clerks - Funding parkland purchase	\$ 46,000	
Clerks - Reduction for OMB hearing costs	\$ (1,310)	
Treasury - Increase in bank services charges and membership fees	\$ 2,216	
Public Buildings - New rent agreement	\$ (4,760)	
Fire - Reduction in honourarium and other payroll deductions	\$ (15,010)	
Police - Reduction in provincial grant	\$ 6,050	
Dog Licensing - Increase in contract cost	\$ 930	
Engineering - Increase in payroll recoveries from the County	\$ (10,000)	
Engineering - Reduction in repair and maintenance cost	\$ (3,000)	
Parks / Suzuki - Add Exterior walls structure investigation	\$ 5,000	
Parks / Suzuki - Add repair of hot water tank valve	\$ 5,000	
Museum - Add wages expense for Harvest Festival	\$ 2,292	
Utilities all departments - increase in hydro and water	\$ 14,132	
Reduction in Sunlife Health Care premiums	\$ (25,647)	
Reduction in cost for printing for all departments	\$ (1,305)	
<b>Tax Levy Increase from last submission</b>	<b>\$ 20,588</b>	
<b>Tax Levy Ending Point - January 13, 2016</b>	<b>\$ (13,612,275)</b>	<b>3.07%</b>

**Town of Ingersoll**

**2016 Draft Budget**

**January 13, 2016**

**Tax Impact (Preliminary)**

**Overall Impact**

	Total Assessment		Change	
	2015	2016	\$	%
Tax Levy Requirement	\$13,206,442	\$13,612,274	\$405,832	3.07%
Weighted Assessment	1,420,462,006	1,467,966,422	47,504,416	3.34%
Ingersoll Residential Tax Rate	0.00929729	0.00927288	(0.00002441)	-0.26%

**Weighted Assessment Change**

Growth	\$14,536,351	31%
Value/Equity (Phase-in)	\$32,968,065	69%
	<u>\$47,504,416</u>	

**Tax Levy Requirements**

Growth	\$124,185
Value/Equity (Phase-in)	\$281,647
	<u>\$405,832</u>

**Impact on Average Home**

	Residential Assessment		Change	
	2015	2016	\$	%
Average Single Family Home	\$204,070	\$207,640	\$3,570	1.75%

	Tax Rates		2015 Taxes	2016 Taxes	Change	
	2015	2016			\$	%
<b>Municipal Taxes</b>	<b>0.00929729</b>	<b>0.00927288</b>	<b>\$1,897</b>	<b>\$1,925</b>	<b>\$28</b>	<b>1.50%</b>

\* The above is strictly Town of Ingersoll municipal taxation and excludes County and Education portion. In 2015 the Town share of the final tax bill was 55% with the County and Education accounting for the remaining 25% and 20% respectfully.

	Value/Equity (Phase-in) Change 2016	2016 Assessment Growth Change	2016 Total change
Residential	1.75%	1.31%	3.06%
Multi-residential	8.19%	-0.35%	7.84%
Farmland	9.87%	-44.47%	-34.60%
Commercial	1.06%	3.10%	4.16%
Industrial	4.11%	-1.70%	2.40%

**Town of Ingersoll  
2016 Draft Budget  
January 13, 2016**

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

A breakdown of the costs of services that make up the average residential property tax bill of \$1,925. Town portion of property tax only.  
Excludes the County and Education taxes.

	Average Tax Bill	
	\$	1,925
<b>CAPITAL &amp; RESERVES FUNDING</b>	<b>\$</b>	<b>389</b>
<b>POLICE</b>	<b>\$</b>	<b>346</b>
<b>PUBLIC WORKS</b>	<b>\$</b>	<b>214</b>
<b>DEBT REPAYMENT</b>	<b>\$</b>	<b>128</b>
<b>PARKS AND ARENA</b>	<b>\$</b>	<b>127</b>
<b>FIRE</b>	<b>\$</b>	<b>112</b>
<b>VICTORIA PARK COMMUNITY CENTRE</b>	<b>\$</b>	<b>102</b>
<b>ENGINEERING</b>	<b>\$</b>	<b>95</b>
<b>CLERKS</b>	<b>\$</b>	<b>75</b>
<b>YOUTH CENTRE - FUSION</b>	<b>\$</b>	<b>72</b>
<b>TREASURY</b>	<b>\$</b>	<b>71</b>
<b>CHIEF ADMINISTRATIVE OFFICER</b>	<b>\$</b>	<b>41</b>
<b>INFORMATION TECHNOLOGY</b>	<b>\$</b>	<b>37</b>
<b>ECONOMIC DEVELOPMENT</b>	<b>\$</b>	<b>32</b>
<b>COUNCIL</b>	<b>\$</b>	<b>28</b>
<b>MUSEUMS</b>	<b>\$</b>	<b>24</b>
<b>BUILDINGS</b>	<b>\$</b>	<b>20</b>
<b>BUILDING INSPECTION</b>	<b>\$</b>	<b>11</b>
<b>PARKING</b>	<b>\$</b>	<b>3</b>

## Town of Ingersoll

## 2016 Draft Budget

January 13, 2016

## Summary All Departments by Revenue/Expense Grouping

	YTD Actual	Budget		Projection	Change
	2015	2015	2016	2017	2015 to 2016 (fav) unfav
<b>REVENUE</b>					
SALE OF GOODS OR SERVICES	(150,391)	(177,835)	<b>(150,735)</b>	(151,125)	27,100
PERMITS/LICENSES	(233,983)	(154,150)	<b>(169,950)</b>	(170,450)	(15,800)
ICE RENTAL	(226,217)	(226,549)	<b>(248,932)</b>	(249,000)	(22,383)
RENT / LEASES	(213,124)	(214,068)	<b>(223,181)</b>	(221,435)	(9,113)
USER FEES	(208,313)	(186,901)	<b>(192,672)</b>	(193,220)	(5,771)
MEMBERSHIPS	(121,811)	(124,100)	<b>(123,100)</b>	(123,100)	1,000
RECOVERIES	(179,078)	(145,800)	<b>(158,500)</b>	(153,450)	(12,700)
COUNTY RECOVERY	(293,336)	(358,255)	<b>(293,593)</b>	(298,813)	64,662 (1)
TAXATION - LEVY	(13,174,523)	(13,206,442)	<b>(13,612,274)</b>	(13,761,917)	<b>(405,832)</b> (2)
TAXATION - SUPPLEMENTARIES & OTHER	(420,362)	(252,644)	<b>(255,701)</b>	(255,701)	(3,057)
INTEREST / DIVIDENDS	(596,720)	(570,400)	<b>(574,900)</b>	(574,900)	(4,500)
GRANTS / SUBSIDIES / REBATES	(243,013)	(261,599)	<b>(148,696)</b>	(154,696)	112,903 (3)
LAND SALES	0	(1,000)	<b>(1,000)</b>	(1,000)	--
PROGRAM REVENUES	(287,755)	(281,782)	<b>(281,797)</b>	(280,791)	(15)
DONATIONS / FUNDRAISING	(143,380)	(113,400)	<b>(123,250)</b>	(121,750)	(9,850)
INTERNAL (REVENUE) EXPENSE	--	--	--	--	--
	<u>(16,492,004)</u>	<u>(16,274,925)</u>	<u>(16,558,281)</u>	<u>(16,711,348)</u>	<u>(283,356)</u>
<b>EXPENSE</b>					
SALARIES, WAGES & BENEFITS	6,360,411	6,492,616	<b>6,531,375</b>	6,571,926	38,759 (4)
ADMINISTRATIVE EXPENSE	66,543	89,719	<b>85,698</b>	85,975	(4,021)
OPERATING EXPENSE	131,968	161,217	<b>158,642</b>	162,165	(2,575)
COMMUNICATIONS	102,866	108,282	<b>116,960</b>	110,594	8,678
INSURANCE EXPENSE	202,920	206,650	<b>212,200</b>	211,615	5,550
UTILITIES - HEAT, HYDRO, WATER	776,968	783,134	<b>812,421</b>	821,486	29,287
SUPPLIES	61,544	66,360	<b>61,172</b>	62,532	(5,188)
PROGRAM EXPENSES	97,613	126,978	<b>116,680</b>	121,458	(10,298)
MEETINGS, CONFERENCES, TRAINING	102,021	122,499	<b>118,386</b>	122,424	(4,113)
FUEL / TRANSPORTATION COSTS	100,094	121,953	<b>120,541</b>	120,184	(1,412)
PROFESSIONAL FEES	102,182	206,900	<b>187,200</b>	228,450	(19,700)
CONTRACTED SERVICES	148,419	128,478	<b>135,656</b>	140,022	7,178
PROPERTY TAX REFUNDS & ADJUSTMENTS	457,597	440,000	<b>460,000</b>	460,000	20,000
MARKETING & PROMOTION	100,787	134,353	<b>140,075</b>	156,331	5,722
GRANTS TO VOLUNTEER ORGANIZATIONS	95,377	96,000	<b>98,000</b>	98,000	2,000
LAND MAINTENANCE & IMPROVEMENT	31,098	44,400	<b>42,400</b>	39,500	(2,000)
EQUIP REPAIRS & MAINTENANCE	185,123	322,682	<b>307,322</b>	313,997	(15,360)
BLDG REPAIRS & MAINTENANCE	90,996	106,405	<b>111,655</b>	107,056	5,250
SNOW REMOVAL AND SANDING	38,792	52,100	<b>53,720</b>	53,370	1,620
MAINTENANCE CONTRACTS	110,328	131,308	<b>153,655</b>	155,610	22,347
LAND SALE EXPENSES	1,800	10,000	<b>10,000</b>	10,000	--
MATERIALS	454,598	600,851	<b>482,886</b>	398,946	(117,965) (5)
TRANSFER TO BIA	78,163	76,293	<b>77,669</b>	77,669	1,376
TRANSFERS TO CEMETERY BOARD	95,388	95,388	<b>104,402</b>	104,402	9,014
	<u>9,993,596</u>	<u>10,724,566</u>	<u>10,698,715</u>	<u>10,733,711</u>	<u>(25,851)</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(6,498,408)</u>	<u>(5,550,359)</u>	<u>(5,859,566)</u>	<u>(5,977,637)</u>	<u>(309,207)</u>
<b>OTHER</b>					
O.P.P. CONTRACT	2,819,639	2,816,536	<b>2,542,427</b>	2,542,427	(274,109) (6)
OMPF - ONT MUN PARTNER GRANT	(538,000)	(538,000)	<b>(457,300)</b>	(457,300)	80,700 (7)
TRANSFER FROM RESERVES & RES FUNDS	(24,848)	(126,848)	<b>(122,896)</b>	(28,998)	3,952
TRANSFER TO RESERVES & RES FUNDS	2,439,785	2,452,285	<b>2,964,060</b>	3,001,968	511,775 (8)
DEBENTURE PAYMENT	941,942	946,386	<b>933,275</b>	919,540	(13,111)
	<u>5,638,518</u>	<u>5,550,359</u>	<u>5,859,566</u>	<u>5,977,637</u>	<u>309,207</u>
	<u>(859,890)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**Town of Ingersoll  
2016 Draft Budget  
January 13, 2016**

**Summary All Departments by Revenue/Expense Grouping**

**Variance Explanation:**

- (1) Starting 2016 the County has decided to subcontract two services performed by the Town in the past. The services include rubbish and scrap metal pick up and spring large article pickup. In prior years the Town recovered the operating costs through charge backs to the County. The 2016 loss of revenues is offset by savings in corresponding expense accounts of \$64K.
- (2) Levy required to balance the budget.
- (3) Ending of funding for Career and Skills Development of \$110K. The loss of revenues is offset by savings in corresponding expense accounts.
- (4) Payroll wage increase of 1%, group benefits cost increase of 3.4%
- (5) Savings in materials for sidewalks and bridges repairs and roads patching. To bring in line with three year average expenses.
- (6) Reduction in OPP contract arising from new costing formula.
- (7) Provincial reduction in OMPF, 2016 will be final year of a four year phased in reduction.
- (8) Increase in transfers to reserves including funding for capital. Reserves for capital purposes net of 2016 expenditures increase by \$60K.



**Town of Ingersoll  
2016 Draft Budget  
January 13, 2016  
Summary All Departments by Revenue/Expense Grouping**

	YTD Actual	Budget		Projection	Change
	2015	2015	2016	2017	2015 to 2016 (fav) unfav
<b>COUNCIL</b>	194,171	195,529	<b>217,610</b>	226,700	22,081
<b>CHIEF ADMINISTRATIVE OFFICER</b>	263,823	350,125	<b>296,050</b>	305,501	(54,075)
<b>CLERKS</b>					
ADMINISTRATION	362,708	429,620	<b>536,405</b>	542,645	106,785
PARATRANSIT	69,795	69,240	<b>73,290</b>	73,633	4,050
<b>PARKING</b>	20,294	22,150	<b>23,700</b>	22,950	1,550
<b>INFORMATION TECHNOLOGY</b>	258,122	290,890	<b>296,180</b>	299,600	5,290
<b>TREASURY</b>					
ADMINISTRATION	773,945	876,096	<b>914,218</b>	907,630	38,122
SUPPLEMENTARIES LESS ADJUSTMENTS	37,236	187,356	<b>204,299</b>	204,299	16,943
TAX LEVY	(13,174,523)	(13,206,442)	<b>(13,612,274)</b>	(13,761,917)	(405,832)
<b>BUILDING INSPECTION</b>					
INSPECTION	(971)	81,405	<b>78,450</b>	82,180	(2,955)
TOWN CENTRE	135,443	136,195	<b>174,137</b>	150,335	37,942
PUBLIC BUILDINGS - OTHER	46,275	74,836	<b>66,295</b>	73,071	(8,541)
<b>FIRE</b>					
ADMINISTRATION	935,290	959,891	<b>976,759</b>	984,754	16,868
FACILITY	19,037	18,825	<b>17,397</b>	16,260	(1,428)
<b>POLICE</b>					
ADMINISTRATION	2,809,192	2,799,251	<b>2,535,502</b>	2,531,857	(263,749)
FACILITY	3,467	8,587	<b>9,336</b>	13,228	749
<b>ENGINEERING</b>					
ADMINISTRATION	1,620,899	1,782,931	<b>2,054,535</b>	2,239,545	271,604
STREET LIGHTING & TRAFFIC SIGNALS	262,362	259,000	<b>262,200</b>	272,226	3,200
<b>PUBLIC WORKS</b>					
ADMINISTRATION & EQUIPMENT	449,071	400,431	<b>376,032</b>	391,544	(24,399)
BRIDGES & CULVERTS	11,035	32,450	<b>11,790</b>	11,850	(20,660)
ROADSIDE MAINTENANCE	202,236	202,235	<b>208,760</b>	209,360	6,525
SURFACE MAINTENANCE	370,332	334,230	<b>308,710</b>	309,806	(25,520)
ROADS, SIDEWALKS & PARKING LOTS	235,117	251,570	<b>247,670</b>	254,074	(3,900)
WINTER CONTROL	421,679	409,046	<b>462,776</b>	464,496	53,730
ENVIRONMENTAL SERVICES	79,455	96,007	<b>89,232</b>	93,807	(6,775)
<b>PARKS AND ARENA</b>					
ADMINISTRATION	138,381	159,075	<b>128,385</b>	177,865	(30,690)
ARENA	463,690	439,065	<b>549,081</b>	444,806	110,016
PARKS	457,495	473,005	<b>536,015</b>	525,303	63,010
PARKS PROGRAMS	17,166	21,201	<b>23,380</b>	24,663	2,179
CAMI PARKS / SUZUKI HOUSE	145,849	162,102	<b>164,702</b>	159,923	2,600
<b>VICTORIA PARK COMMUNITY CENTRE</b>					
ADMINISTRATION	150,164	146,796	<b>151,476</b>	151,730	4,680
AQUATICS	88,955	99,720	<b>98,035</b>	105,392	(1,685)
FITNESS	3,841	2,364	<b>5,174</b>	7,442	2,810
GENERAL PROGRAMS	27,734	27,311	<b>26,040</b>	28,354	(1,271)
FACILITY	446,450	498,250	<b>514,178</b>	471,978	15,928
<b>YOUTH CENTRE</b>					
FACILITY	99,977	97,244	<b>95,163</b>	100,574	(2,081)
TECHNOLOGY PROGRAMS	99,008	76,895	<b>86,710</b>	88,815	9,815
GENERAL PROGRAMS	377,263	334,456	<b>349,920</b>	360,177	15,464
CAREER & SKILLS PROGRAM	(50,096)	--	--	--	--
<b>MUSEUMS</b>					
FACILITY	16,288	19,100	<b>30,300</b>	24,800	11,200
PROGRAMS	106,460	126,080	<b>152,453</b>	161,624	26,373
<b>ECONOMIC DEVELOPMENT</b>	223,680	255,882	<b>259,930</b>	247,120	4,048
	<u>(782,207)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**Town of Ingersoll  
2016 Draft Budget  
January 13, 2016**

DEPARTMENT: COUNCIL	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
USER FEES	(1,960)	--	--	--	--		
RECOVERIES	--	(3,600)	<b>(3,800)</b>	(3,800)	(200)		
	<u>(1,960)</u>	<u>(3,600)</u>	<u><b>(3,800)</b></u>	<u>(3,800)</u>	<u>(200)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	155,615	155,879	<b>160,410</b>	163,500	4,531		
ADMINISTRATIVE EXPENSE	2,546	550	<b>550</b>	550	--		
COMMUNICATIONS	4,947	5,500	<b>5,500</b>	5,500	--		
PROGRAM EXPENSES	3,607	5,200	<b>5,200</b>	5,200	--		
MEETINGS, CONFERENCES, TRAINING	10,820	10,500	<b>10,500</b>	10,500	--		
FUEL / TRANSPORTATION COSTS	2,215	1,000	<b>1,400</b>	1,400	400		
MARKETING & PROMOTION	16,381	20,500	<b>25,350</b>	31,350	4,850	24%	(1)
	<u>196,130</u>	<u>199,129</u>	<u><b>208,910</b></u>	<u>218,000</u>	<u>9,781</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>194,171</u>	<u>195,529</u>	<u><b>205,110</b></u>	<u>214,200</u>	<u>9,581</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	--	--	<b>12,500</b>	12,500	12,500		(2)
	<u>--</u>	<u>--</u>	<u><b>12,500</b></u>	<u>12,500</u>	<u>12,500</u>		
	<u>194,171</u>	<u>195,529</u>	<u><b>217,610</b></u>	<u>226,700</u>	<u>22,081</u>		

**EXPLANATION OF CHANGE:**

- (1) Two additional issues of Community Magazine \$10K offset by a reduction in international travel, no trip to Japan \$6K in 2016
- (2) Establish a new reserve for 150 Canada Celebration - \$12.5K annual contribution

**INCLUDES DEPARTMENTS:**

0100-4000

**Town of Ingersoll  
2016 Draft Budget  
January 13, 2016**

DEPARTMENT: CHIEF ADMINISTRATIVE OFFICER	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	196,492	230,525	<b>176,650</b>	179,601	(53,875)	23%	(1)
ADMINISTRATIVE EXPENSE	212	250	<b>150</b>	150	(100)		
OPERATING EXPENSE	--	500	<b>500</b>	--	--		
COMMUNICATIONS	822	1,200	<b>750</b>	750	(450)		
PROGRAM EXPENSES	2,816	1,150	<b>1,500</b>	1,500	350		
MEETINGS, CONFERENCES, TRAINING	2,679	3,000	<b>3,000</b>	3,000	--		
FUEL / TRANSPORTATION COSTS	15	1,000	<b>500</b>	500	(500)		
PROFESSIONAL FEES	54,171	105,000	<b>106,000</b>	113,000	1,000		
MARKETING & PROMOTION	6,616	7,500	<b>7,000</b>	7,000	(500)		
	<u>263,823</u>	<u>350,125</u>	<u><b>296,050</b></u>	<u>305,501</u>	<u>(54,075)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>263,823</u>	<u>350,125</u>	<u><b>296,050</b></u>	<u>305,501</u>	<u>(54,075)</u>		
<b>OTHER</b>	--	--	--	--	--		
	<u>263,823</u>	<u>350,125</u>	<u><b>296,050</b></u>	<u>305,501</u>	<u>(54,075)</u>	15%	

**EXPLANATION OF CHANGE:**

(1) Human Resource Coordinator transferred to Clerk's department

**INCLUDES DEPARTMENTS:**

0900-4000

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DEPARTMENT: CLERKS ACTIVITY: ADMINISTRATION	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(1)	(25)	(25)	(25)	--		
PERMITS/LICENSES	(38,894)	(30,600)	(31,600)	(31,600)	(1,000)		
USER FEES	(20,020)	(7,550)	(6,850)	(6,550)	700		
RECOVERIES	--	(4,000)	(4,000)	(4,000)	--		
LAND SALES	--	(1,000)	(1,000)	(1,000)	--		
	<u>(58,915)</u>	<u>(43,175)</u>	<u>(43,475)</u>	<u>(43,175)</u>	<u>(300)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	263,226	291,420	349,560	356,600	58,140	20%	(1)
ADMINISTRATIVE EXPENSE	19,687	28,750	25,950	25,950	(2,800)		
OPERATING EXPENSE	14,124	14,000	14,000	14,000	--		
COMMUNICATIONS	8,562	7,500	8,500	8,500	1,000		
PROGRAM EXPENSES	7,696	6,425	6,900	6,900	475		
MEETINGS, CONFERENCES, TRAINING	4,031	5,600	6,920	6,920	1,320		
FUEL / TRANSPORTATION COSTS	845	1,200	1,200	1,200	--		
PROFESSIONAL FEES	3,243	5,000	5,000	5,000	--		
CONTRACTED SERVICES	16,558	16,300	20,100	19,000	3,800		
MARKETING & PROMOTION	5,476	8,400	7,550	7,550	(850)		
GRANTS TO VOLUNTEER ORGANIZATIONS	59,377	60,000	62,000	62,000	2,000		
EQUIP REPAIRS & MAINTENANCE	--	200	200	200	--		
LAND SALE EXPENSES	1,800	10,000	10,000	10,000	--		
	<u>404,623</u>	<u>454,795</u>	<u>517,880</u>	<u>523,820</u>	<u>63,085</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>345,708</u>	<u>411,620</u>	<u>474,405</u>	<u>480,645</u>	<u>62,785</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	17,000	18,000	62,000	62,000	44,000	244%	(2)
	<u>17,000</u>	<u>18,000</u>	<u>62,000</u>	<u>62,000</u>	<u>44,000</u>		
	<u>362,708</u>	<u>429,620</u>	<u>536,405</u>	<u>542,645</u>	<u>106,785</u>	25%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>		
(1) Human Resource Coordinator transferred from CAO's department					1000-4000		
(2) Finance parkland purchase. In the Capital budget for 2016					1000-4005		
					1000-4007		
					3600-4000		

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DEPARTMENT: FIRE ACTIVITY: PARKING ENFORCEMENT	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500	ref
					unfav	& +/- 5%	
<b>REVENUE</b>							
USER FEES	(2,902)	(7,200)	<b>(5,400)</b>	(6,400)	1,800		
	<u>(2,902)</u>	<u>(7,200)</u>	<u><b>(5,400)</b></u>	<u>(6,400)</u>	<u>1,800</u>		
<b>EXPENSE</b>							
ADMINISTRATIVE EXPENSE	--	250	<b>100</b>	250	(150)		
FUEL / TRANSPORTATION COSTS	--	100	--	100	(100)		
CONTRACTED SERVICES	23,196	28,500	<b>28,500</b>	28,500	--		
EQUIP REPAIRS & MAINTENANCE	--	500	<b>500</b>	500	--		
	<u>23,196</u>	<u>29,350</u>	<u><b>29,100</b></u>	<u>29,350</u>	<u>(250)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>20,294</u>	<u>22,150</u>	<u><b>23,700</b></u>	<u>22,950</u>	<u>1,550</u>		
<b>OTHER</b>							
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>20,294</u>	<u>22,150</u>	<u><b>23,700</b></u>	<u>22,950</u>	<u>1,550</u>	7%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>		
None					1000-4240		

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DEPARTMENT: CLERKS ACTIVITY: PARATRANSIT	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(11,574)	(13,000)	<b>(13,000)</b>	(13,000)	--		
	<u>(11,574)</u>	<u>(13,000)</u>	<u><b>(13,000)</b></u>	<u>(13,000)</u>	<u>--</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	35,308	34,360	<b>34,310</b>	34,653	(50)		
COMMUNICATIONS	1,397	1,000	<b>1,100</b>	1,100	100		
CONTRACTED SERVICES	38,174	42,530	<b>42,530</b>	42,530	--		
MARKETING & PROMOTION	--	850	<b>850</b>	850	--		
MAINTENANCE CONTRACTS	6,490	7,500	<b>7,500</b>	7,500	--		
	<u>81,369</u>	<u>86,240</u>	<u><b>86,290</b></u>	<u>86,633</u>	<u>50</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>69,795</u>	<u>73,240</u>	<u><b>73,290</b></u>	<u>73,633</u>	<u>50</u>		
<b>OTHER</b>							
TRANSFER FROM RESERVES & RES FUNDS	--	(4,000)	--	--	4,000	100%	(1)
	<u>--</u>	<u>(4,000)</u>	<u>--</u>	<u>--</u>	<u>4,000</u>		
	<u>69,795</u>	<u>69,240</u>	<u><b>73,290</b></u>	<u>73,633</u>	<u>4,050</u>	6%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>		
(1) Based on provincial funding formula Town does not need access to funding from reserve fund					1001-4000		

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DEPARTMENT: IT ACTIVITY: INFORMATION TECHNOLOGY	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	166,677	165,440	<b>165,680</b>	169,100	240		
ADMINISTRATIVE EXPENSE	758	450	<b>450</b>	450	--		
OPERATING EXPENSE	20,298	26,650	<b>26,000</b>	26,000	(650)		
COMMUNICATIONS	4,475	4,500	<b>4,500</b>	4,500	--		
PROGRAM EXPENSES	180	300	<b>300</b>	300	--		
MEETINGS, CONFERENCES, TRAINING	10,237	11,000	<b>9,500</b>	9,500	(1,500)		
FUEL / TRANSPORTATION COSTS	426	1,200	<b>3,500</b>	3,500	2,300		
MARKETING & PROMOTION	152	300	<b>300</b>	300	--		
EQUIP REPAIRS & MAINTENANCE	2,012	5,000	<b>3,000</b>	3,000	(2,000)		
MAINTENANCE CONTRACTS	25,908	49,050	<b>55,950</b>	55,950	6,900	14%	(1)
	<u>231,122</u>	<u>263,890</u>	<u><b>269,180</b></u>	<u>272,600</u>	<u>5,290</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>231,122</u>	<u>263,890</u>	<u><b>269,180</b></u>	<u>272,600</u>	<u>5,290</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	27,000	27,000	<b>27,000</b>	27,000	--		
	<u>27,000</u>	<u>27,000</u>	<u><b>27,000</b></u>	<u>27,000</u>	--		
	<u><u>258,122</u></u>	<u><u>290,890</u></u>	<u><u><b>296,180</b></u></u>	<u><u>299,600</u></u>	<u><u>5,290</u></u>		

**EXPLANATION OF CHANGE:**

(1) Increase in Diamond software maintenance contract of \$6.9K. It is offset by savings in training for IT (\$1.5K) and Treasury (\$2.5K) departments.

**INCLUDES DEPARTMENTS:**

1002-4000

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DEPARTMENT: <b>TREASURY</b> ACTIVITY: <b>ADMINISTRATION</b>	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(14,215)	(12,000)	<b>(13,000)</b>	(13,000)	(1,000)		
USER FEES	(18,662)	(3,700)	<b>(11,000)</b>	(11,000)	(7,300)	197%	(1)
RECOVERIES	(4,200)	(4,200)	<b>(4,200)</b>	(4,200)	--		
INTEREST / DIVIDENDS	(596,720)	(570,400)	<b>(574,900)</b>	(574,900)	(4,500)		
GRANTS / SUBSIDIES / REBATES	(2,825)	--	--	--	--		
	<u>(636,622)</u>	<u>(590,300)</u>	<u><b>(603,100)</b></u>	<u>(603,100)</u>	<u>(12,800)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	446,566	485,210	<b>470,741</b>	478,490	(14,469)		
ADMINISTRATIVE EXPENSE	7,277	8,625	<b>7,750</b>	7,750	(875)		
OPERATING EXPENSE	546	250	<b>250</b>	250	--		
COMMUNICATIONS	350	--	<b>780</b>	780	780		
INSURANCE EXPENSE	201,852	205,000	<b>210,550</b>	210,550	5,550		
PROGRAM EXPENSES	2,529	2,792	<b>3,698</b>	3,698	906		
MEETINGS, CONFERENCES, TRAINING	2,799	5,200	<b>4,849</b>	4,849	(351)		
FUEL / TRANSPORTATION COSTS	348	500	<b>600</b>	600	100		
PROFESSIONAL FEES	23,937	30,000	<b>30,000</b>	30,000	--		
CONTRACTED SERVICES	19,410	21,100	<b>3,500</b>	3,500	(17,600)	83%	(2)
MARKETING & PROMOTION	2,150	1,500	<b>1,300</b>	1,300	(200)		
EQUIP REPAIRS & MAINTENANCE	127	1,000	<b>650</b>	650	(350)		
TRANSFER TO BIA	78,163	76,293	<b>77,669</b>	77,669	1,376		
TRANSFERS TO CEMETERY BOARD	95,388	95,388	<b>104,402</b>	104,402	9,014	9%	(3)
	<u>881,443</u>	<u>932,858</u>	<u><b>916,739</b></u>	<u>924,488</u>	<u>(16,119)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>244,821</u>	<u>342,558</u>	<u><b>313,639</b></u>	<u>321,388</u>	<u>(28,919)</u>		
<b>OTHER</b>							
OMPF - ONT MUN PARTNER GRANT	(538,000)	(538,000)	<b>(457,300)</b>	(457,300)	80,700	15%	(4)
TRANSFER FROM RESERVES & RES FUNDS	(24,818)	(24,848)	<b>(25,396)</b>	(25,998)	(548)		
TRANSFER TO RESERVES & RES FUNDS	150,000	150,000	<b>150,000</b>	150,000	--		
DEBENTURE PAYMENT	941,942	946,386	<b>933,275</b>	919,540	(13,111)		
	<u>529,124</u>	<u>533,538</u>	<u><b>600,579</b></u>	<u>586,242</u>	<u>67,041</u>		
	<u>773,945</u>	<u>876,096</u>	<u><b>914,218</b></u>	<u>907,630</u>	<u>38,122</u>	4%	
<b>EXPLANATION OF CHANGE:</b>				<b>INCLUDES DEPARTMENTS:</b>			
(1) Increase in misc. revenue and recoveries				1300-4000			
(2) Reduction in software implementation of \$18K. Time Sheet software was implemented in 2015				1300-4001			
(3) As per Cemetery Board request, to cover additional maintenance costs				1500-4000			
(4) 15 % reduction in Provincial grant (OMPF Grant)				1600-40**			
				1600-60**			



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DEPARTMENT: TREASURY ACTIVITY: TAXATION	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
TAXATION - LEVY	(13,174,523)	(13,206,442)	<b>(13,612,274)</b>	(13,761,917)	(405,832)		(1)
TAXATION - SUPPLEMENTARIES & OTHER	(420,362)	(252,644)	<b>(255,701)</b>	(255,701)	(3,057)		
	<u>(13,594,885)</u>	<u>(13,459,086)</u>	<b><u>(13,867,975)</u></b>	<u>(14,017,618)</u>	<u>(408,889)</u>		
<b>EXPENSE</b>							
PROPERTY TAX REFUNDS & ADJUSTMENTS	457,597	440,000	<b>460,000</b>	460,000	20,000		
	<u>457,597</u>	<u>440,000</u>	<b><u>460,000</u></b>	<u>460,000</u>	<u>20,000</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(13,137,288)</u>	<u>(13,019,086)</u>	<b><u>(13,407,975)</u></b>	<u>(13,557,618)</u>	<u>(388,889)</u>		
	<u>(13,137,288)</u>	<u>(13,019,086)</u>	<b><u>(13,407,975)</u></b>	<u>(13,557,618)</u>	<u>(388,889)</u>		3%

**EXPLANATION OF CHANGE:**

(1) Required increase to balance the budget

**INCLUDES DEPARTMENTS:**

1400-99\*\*  
1401-99\*\*

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DEPARTMENT: BUILDING ACTIVITY: TOTAL ALL ACTIVITIES	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
PERMITS/LICENSES	(194,639)	(122,900)	<b>(135,200)</b>	(135,700)	(12,300)	10%	
RENT / LEASES	(25,761)	(21,967)	<b>(21,925)</b>	(17,050)	42		
USER FEES	(3,177)	(7,000)	<b>(2,300)</b>	(2,300)	4,700	67%	
RECOVERIES	--	--	--	--	--		
COUNTY RECOVERY	(110,711)	(97,129)	<b>(103,775)</b>	(109,995)	(6,646)	7%	
	<u>(334,289)</u>	<u>(248,996)</u>	<u><b>(263,200)</b></u>	<u>(265,045)</u>	<u>(14,204)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	288,616	308,910	<b>303,390</b>	309,650	(5,520)		
ADMINISTRATIVE EXPENSE	1,512	980	<b>1,120</b>	1,130	140		
OPERATING EXPENSE	8,061	10,085	<b>9,702</b>	9,960	(383)		
COMMUNICATIONS	1,771	2,337	<b>2,198</b>	2,350	(139)		
UTILITIES - HEAT, HYDRO, WATER	97,861	93,620	<b>104,554</b>	105,823	10,934	12%	
PROGRAM EXPENSES	1,078	535	<b>965</b>	965	430		
MEETINGS, CONFERENCES, TRAINING	4,362	4,625	<b>8,400</b>	8,450	3,775	82%	
FUEL / TRANSPORTATION COSTS	3,543	3,600	<b>4,000</b>	4,000	400		
CONTRACTED SERVICES	7,006	5,200	<b>1,200</b>	5,000	(4,000)	77%	
MARKETING & PROMOTION	244	375	<b>375</b>	375	--		
LAND MAINTENANCE & IMPROVEMENT	280	1,150	<b>650</b>	1,150	(500)		
EQUIP REPAIRS & MAINTENANCE	6,790	13,585	<b>13,580</b>	13,360	(5)		
BLDG REPAIRS & MAINTENANCE	16,359	19,530	<b>15,330</b>	20,800	(4,200)	22%	
SNOW REMOVAL AND SANDING	1,771	1,800	<b>2,920</b>	2,920	1,120		
MAINTENANCE CONTRACTS	16,782	16,100	<b>18,698</b>	18,698	2,598	16%	
	<u>456,036</u>	<u>482,432</u>	<u><b>487,082</b></u>	<u>504,631</u>	<u>4,650</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>121,747</u>	<u>233,436</u>	<u><b>223,882</b></u>	<u>239,586</u>	<u>(9,554)</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	59,000	59,000	<b>95,000</b>	66,000	36,000	61%	
	<u>59,000</u>	<u>59,000</u>	<u><b>95,000</b></u>	<u>66,000</u>	<u>36,000</u>		
	<u>180,747</u>	<u>292,436</u>	<u><b>318,882</b></u>	<u>305,586</u>	<u>26,446</u>	9%	
<b>SUMMARY OF ALL BUILDING ACTIVITIES:</b>							
INSPECTION			<b>78,450</b>				
TOWN CENTRE			<b>174,137</b>				
PUBLIC BUILDINGS - OTHER			<b>66,295</b>				
			<u><b>318,882</b></u>				

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DEPARTMENT: BUILDING ACTIVITY: INSPECTION	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
PERMITS/LICENSES	(194,639)	(122,900)	<b>(135,200)</b>	(135,700)	(12,300)	10%	(1)
USER FEES	(3,177)	(7,000)	<b>(2,300)</b>	(2,300)	4,700	67%	(2)
RECOVERIES	--	--	--	--	--		
	<u>(197,816)</u>	<u>(129,900)</u>	<u><b>(137,500)</b></u>	<u>(138,000)</u>	<u>(7,600)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	179,974	195,690	<b>199,590</b>	203,760	3,900		
ADMINISTRATIVE EXPENSE	1,512	980	<b>1,120</b>	1,130	140		
OPERATING EXPENSE	150	1,000	<b>1,000</b>	1,000	--		
COMMUNICATIONS	355	500	<b>500</b>	500	--		
PROGRAM EXPENSES	1,078	535	<b>965</b>	965	430		
MEETINGS, CONFERENCES, TRAINING	4,184	4,625	<b>8,400</b>	8,450	3,775	82%	(3)
FUEL / TRANSPORTATION COSTS	3,543	3,600	<b>4,000</b>	4,000	400		
CONTRACTED SERVICES	5,806	4,000	--	--	(4,000)	100%	(4)
MARKETING & PROMOTION	244	375	<b>375</b>	375	--		
	<u>196,845</u>	<u>211,305</u>	<u><b>215,950</b></u>	<u>220,180</u>	<u>4,645</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(971)</u>	<u>81,405</u>	<u><b>78,450</b></u>	<u>82,180</u>	<u>(2,955)</u>		
<b>OTHER</b>							
	--	--	--	--	--		
	<u>(971)</u>	<u>81,405</u>	<u><b>78,450</b></u>	<u>82,180</u>	<u>(2,955)</u>	4%	

**EXPLANATION OF CHANGE:**

- (1) Anticipated increase in 2016 building activity and due to new fees introduced in September 2015
- (2) Reduction in inspection services supplied to other municipalities
- (3) Increase in mandatory training for CBO and building inspector
- (4) 2015 budget included a building fee study, not budgeted for 2016

**INCLUDES DEPARTMENTS:**

3400-4000  
3400-4006

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DEPARTMENT: BUILDING ACTIVITY: TOWN CENTRE	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
COUNTY RECOVERY	(110,711)	(97,129)	<b>(103,775)</b>	(109,995)	(6,646)	7%	(1)
	<u>(110,711)</u>	<u>(97,129)</u>	<u><b>(103,775)</b></u>	<u>(109,995)</u>	<u>(6,646)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	94,313	78,500	<b>81,570</b>	83,210	3,070		
OPERATING EXPENSE	2,059	2,835	<b>2,602</b>	2,860	(233)		
COMMUNICATIONS	1,415	1,837	<b>1,698</b>	1,850	(139)		
UTILITIES - HEAT, HYDRO, WATER	89,007	83,717	<b>88,452</b>	88,990	4,735	6%	(2)
MEETINGS, CONFERENCES, TRAINING	178	--	--	--	--		
CONTRACTED SERVICES	1,200	1,200	<b>1,200</b>	5,000	--		
LAND MAINTENANCE & IMPROVEMENT	280	650	<b>650</b>	650	--		
EQUIP REPAIRS & MAINTENANCE	6,382	11,335	<b>12,280</b>	12,310	945		
BLDG REPAIRS & MAINTENANCE	13,493	15,000	<b>13,000</b>	18,000	(2,000)		
SNOW REMOVAL AND SANDING	594	1,000	<b>1,000</b>	1,000	--		
MAINTENANCE CONTRACTS	8,233	8,250	<b>10,460</b>	10,460	2,210		
	<u>217,154</u>	<u>204,324</u>	<u><b>212,912</b></u>	<u>224,330</u>	<u>8,588</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>106,443</u>	<u>107,195</u>	<u><b>109,137</b></u>	<u>114,335</u>	<u>1,942</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	29,000	29,000	<b>65,000</b>	36,000	36,000	124%	(3)
	<u>29,000</u>	<u>29,000</u>	<u><b>65,000</b></u>	<u>36,000</u>	<u>36,000</u>		
	<u>135,443</u>	<u>136,195</u>	<u><b>174,137</b></u>	<u>150,335</u>	<u>37,942</u>	28%	

**EXPLANATION OF CHANGE:**

- (1) Increased recovery from the County on shared costs only
- (2) Hydro cost increase
- (3) Finance increased 2016 capital expenses (\$98K), County recovery for capital included in capital budget

**INCLUDES DEPARTMENTS:**

2000-4025  
2000-4030

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DEPARTMENT: BUILDING ACTIVITY: PUBLIC BUILDINGS - OTHER	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
RENT / LEASES	(25,761)	(21,967)	<b>(21,925)</b>	(17,050)	42		
	<u>(25,761)</u>	<u>(21,967)</u>	<u><b>(21,925)</b></u>	<u>(17,050)</u>	<u>42</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	14,330	34,720	<b>22,230</b>	22,680	(12,490)	36%	(1)
OPERATING EXPENSE	5,853	6,250	<b>6,100</b>	6,100	(150)		
UTILITIES - HEAT, HYDRO, WATER	8,854	9,903	<b>16,102</b>	16,833	6,199	63%	(2)
LAND MAINTENANCE & IMPROVEMENT	--	500	--	500	(500)		
EQUIP REPAIRS & MAINTENANCE	408	2,250	<b>1,300</b>	1,050	(950)		
BLDG REPAIRS & MAINTENANCE	2,866	4,530	<b>2,330</b>	2,800	(2,200)		
SNOW REMOVAL AND SANDING	1,177	800	<b>1,920</b>	1,920	1,120		
MAINTENANCE CONTRACTS	8,550	7,850	<b>8,238</b>	8,238	388		
	<u>42,037</u>	<u>66,803</u>	<u><b>58,220</b></u>	<u>60,121</u>	<u>(8,583)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>16,275</u>	<u>44,836</u>	<u><b>36,295</b></u>	<u>43,071</u>	<u>(8,541)</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	30,000	30,000	<b>30,000</b>	30,000	--		
	<u>30,000</u>	<u>30,000</u>	<u><b>30,000</b></u>	<u>30,000</u>	<u>--</u>		
	<u>46,275</u>	<u>74,836</u>	<u><b>66,295</b></u>	<u>73,071</u>	<u>(8,541)</u>	11%	

**EXPLANATION OF CHANGE:**

- (1) Change in allocation of staff wages between activities, savings on CBO wages
- (2) Loss of tenant for Old library. The Town will adsorb utility costs starting 2016

**INCLUDES DEPARTMENTS:**

2000-4010  
2000-4015  
2000-4020  
2000-4035

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DEPARTMENT: FIRE ACTIVITY: ADMINISTRATION	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(18,503)	(17,100)	<b>(17,250)</b>	(17,250)	(150)		
USER FEES	(1,309)	(1,000)	<b>(1,000)</b>	(1,000)	--		
RECOVERIES	(150)	(2,200)	<b>(2,500)</b>	(2,500)	(300)		
	<u>(19,962)</u>	<u>(20,300)</u>	<u><b>(20,750)</b></u>	<u>(20,750)</u>	<u>(450)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	662,172	673,465	<b>677,485</b>	690,995	4,020		
ADMINISTRATIVE EXPENSE	1,365	3,938	<b>2,043</b>	2,255	(1,895)		
OPERATING EXPENSE	19,829	20,497	<b>20,655</b>	20,585	158		
COMMUNICATIONS	34,487	41,215	<b>47,215</b>	47,396	6,000	15%	(1)
UTILITIES - HEAT, HYDRO, WATER	21,516	21,939	<b>22,450</b>	22,650	511		
PROGRAM EXPENSES	(2,723)	1,300	<b>1,800</b>	1,300	500		
MEETINGS, CONFERENCES, TRAINING	15,163	15,700	<b>16,550</b>	18,500	850		
FUEL / TRANSPORTATION COSTS	5,240	6,040	<b>6,206</b>	6,210	166		
MARKETING & PROMOTION	3,545	3,653	<b>4,550</b>	4,553	897		
EQUIP REPAIRS & MAINTENANCE	16,410	13,329	<b>17,490</b>	11,890	4,161	31%	(2)
BLDG REPAIRS & MAINTENANCE	1,462	2,050	<b>4,000</b>	2,100	1,950		
MAINTENANCE CONTRACTS	786	1,065	<b>1,065</b>	1,070	--		
	<u>779,252</u>	<u>804,191</u>	<u><b>821,509</b></u>	<u>829,504</u>	<u>17,318</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>759,290</u>	<u>783,891</u>	<u><b>800,759</b></u>	<u>808,754</u>	<u>16,868</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	176,000	176,000	<b>176,000</b>	176,000	--		
	<u>176,000</u>	<u>176,000</u>	<u><b>176,000</b></u>	<u>176,000</u>	<u>--</u>		
	<u>935,290</u>	<u>959,891</u>	<u><b>976,759</b></u>	<u>984,754</u>	<u>16,868</u>	2%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>		
(1) Increase in dispatch fees					3000-4000		
(2) Based on anticipated repair needs					3000-5500		

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DEPARTMENT: FIRE ACTIVITY: FACILITY	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
INTERNAL (REVENUE) EXPENSE	(64,937)	(64,937)	<b>(64,788)</b>	(65,000)	149		
	<u>(64,937)</u>	<u>(64,937)</u>	<u><b>(64,788)</b></u>	<u>(65,000)</u>	<u>149</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	71,032	71,400	<b>72,600</b>	74,050	1,200		
OPERATING EXPENSE	3,066	4,115	<b>4,115</b>	4,190	--		
PROGRAM EXPENSES	--	250	<b>250</b>	250	--		
FUEL / TRANSPORTATION COSTS	--	120	<b>120</b>	120	--		
LAND MAINTENANCE & IMPROVEMENT	--	50	<b>50</b>	50	--		
EQUIP REPAIRS & MAINTENANCE	7,978	5,550	<b>2,550</b>	550	(3,000)	54%	(1)
SNOW REMOVAL AND SANDING	--	500	<b>500</b>	50	--		
MAINTENANCE CONTRACTS	1,898	1,777	<b>2,000</b>	2,000	223		
	<u>83,974</u>	<u>83,762</u>	<u><b>82,185</b></u>	<u>81,260</u>	<u>(1,577)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>19,037</u>	<u>18,825</u>	<u><b>17,397</b></u>	<u>16,260</u>	<u>(1,428)</u>		
<b>OTHER</b>							
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u><u>19,037</u></u>	<u><u>18,825</u></u>	<u><u><b>17,397</b></u></u>	<u><u>16,260</u></u>	<u><u>(1,428)</u></u>	8%	

**EXPLANATION OF CHANGE:**

(1) Added costs for 2015 due repairs to heaters in truck bay. No big items for 2016

**INCLUDES DEPARTMENTS:**

3000-4100

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DEPARTMENT: POLICE ACTIVITY: ADMINISTRATION	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(12,544)	(14,625)	<b>(12,200)</b>	(12,200)	2,425		
PERMITS/LICENSES	(400)	(650)	<b>(650)</b>	(650)	--		
USER FEES	(1,514)	(2,500)	<b>(2,500)</b>	(2,500)	--		
RECOVERIES	(164)	(3,950)	<b>(3,950)</b>	(3,950)	--		
GRANTS / SUBSIDIES / REBATES	(81,414)	(88,000)	<b>(83,000)</b>	(88,000)	5,000	6%	
	<u>(96,036)</u>	<u>(109,725)</u>	<u><b>(102,300)</b></u>	<u>(107,300)</u>	<u>7,425</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	68,363	63,890	<b>67,075</b>	68,410	3,185		
ADMINISTRATIVE EXPENSE	--	100	<b>100</b>	100	--		
OPERATING EXPENSE	488	700	<b>800</b>	810	100		
COMMUNICATIONS	704	750	<b>750</b>	750	--		
INSURANCE EXPENSE	423	1,000	<b>1,000</b>	1,000	--		
PROGRAM EXPENSES	8,886	10,800	<b>10,800</b>	10,800	--		
MEETINGS, CONFERENCES, TRAINING	3,679	9,650	<b>9,650</b>	9,660	--		
FUEL / TRANSPORTATION COSTS	433	1,200	<b>800</b>	800	(400)		
MARKETING & PROMOTION	2,612	3,350	<b>3,400</b>	3,400	50		
EQUIP REPAIRS & MAINTENANCE	--	1,000	<b>1,000</b>	1,000	--		
	<u>85,589</u>	<u>92,440</u>	<u><b>95,375</b></u>	<u>96,730</u>	<u>2,935</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(10,447)</u>	<u>(17,285)</u>	<u><b>(6,925)</b></u>	<u>(10,570)</u>	<u>10,360</u>		
<b>OTHER</b>							
O.P.P. CONTRACT	2,819,639	2,816,536	<b>2,542,427</b>	2,542,427	(274,109)	10%	(1)
	<u>2,819,639</u>	<u>2,816,536</u>	<u><b>2,542,427</b></u>	<u>2,542,427</u>	<u>(274,109)</u>		
	<u>2,809,192</u>	<u>2,799,251</u>	<u><b>2,535,502</b></u>	<u>2,531,857</u>	<u>(263,749)</u>	9%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>		
(1) Contract considerably lower under new funding formula					3220-4000		
					3230-4000		



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DEPARTMENT: POLICE ACTIVITY: FACILITY	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
RENT / LEASES	(105,000)	(105,000)	<b>(105,000)</b>	(105,000)	--		
INTERNAL (REVENUE) EXPENSE	64,937	64,937	<b>64,788</b>	65,000	(149)		
	<u>(40,063)</u>	<u>(40,063)</u>	<u><b>(40,212)</b></u>	<u>(40,000)</u>	<u>(149)</u>		
<b>EXPENSE</b>							
INSURANCE EXPENSE	645	650	<b>650</b>	65	--		
UTILITIES - HEAT, HYDRO, WATER	25,290	24,150	<b>24,648</b>	25,300	498		
BLDG REPAIRS & MAINTENANCE	1,823	8,500	<b>8,500</b>	8,500	--		
MAINTENANCE CONTRACTS	422	--	<b>400</b>	--	400		
	<u>28,180</u>	<u>33,300</u>	<u><b>34,198</b></u>	<u>33,865</u>	<u>898</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(11,883)</u>	<u>(6,763)</u>	<u><b>(6,014)</b></u>	<u>(6,135)</u>	<u>749</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	15,350	15,350	<b>15,350</b>	19,363	--		
	<u>15,350</u>	<u>15,350</u>	<u><b>15,350</b></u>	<u>19,363</u>	<u>--</u>		
	<u>3,467</u>	<u>8,587</u>	<u><b>9,336</b></u>	<u>13,228</u>	<u>749</u>		
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>		
None					3200-4100		

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DEPARTMENT: ENGINEERING ACTIVITY: ADMINISTRATION	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
PERMITS/LICENSES	(50)	--	<b>(2,500)</b>	(2,500)	(2,500)		
USER FEES	(1,018)	(800)	<b>(800)</b>	(800)	--		
RECOVERIES	<u>(139,843)</u>	<u>(100,000)</u>	<b><u>(111,000)</u></b>	<u>(106,000)</u>	<u>(11,000)</u>	11%	(1)
	<u>(140,911)</u>	<u>(100,800)</u>	<b><u>(114,300)</u></b>	<u>(109,300)</u>	<u>(13,500)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	372,558	443,660	<b>451,970</b>	456,505	8,310		
ADMINISTRATIVE EXPENSE	8,431	7,480	<b>10,150</b>	10,150	2,670	36%	(2)
OPERATING EXPENSE	2,706	2,175	<b>11,650</b>	2,250	9,475	436%	(3)
COMMUNICATIONS	11,566	9,400	<b>10,000</b>	1,000	600		
PROGRAM EXPENSES	850	2,100	<b>2,565</b>	2,565	465		
MEETINGS, CONFERENCES, TRAINING	11,311	20,000	<b>17,800</b>	18,800	(2,200)		
FUEL / TRANSPORTATION COSTS	2,922	1,966	<b>2,100</b>	1,600	134		
PROFESSIONAL FEES	20,770	59,650	<b>41,200</b>	69,700	(18,450)	31%	(4)
CONTRACTED SERVICES	574	--	--	100	--		
MARKETING & PROMOTION	--	3,675	<b>2,000</b>	2,275	(1,675)		
EQUIP REPAIRS & MAINTENANCE	(7,066)	(2,800)	<b>(2,800)</b>	(2,300)	--		
EQUIPMENT USAGE	963	200	<b>200</b>	200	--		
	<u>425,585</u>	<u>547,506</u>	<b><u>546,835</u></b>	<u>562,845</u>	<u>(671)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>284,674</u>	<u>446,706</u>	<b><u>432,535</u></b>	<u>453,545</u>	<u>(14,171)</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	1,336,225	1,336,225	<b>1,622,000</b>	1,786,000	285,775	21%	(5)
	<u>1,336,225</u>	<u>1,336,225</u>	<b><u>1,622,000</u></b>	<u>1,786,000</u>	<u>285,775</u>		
	<u>1,620,899</u>	<u>1,782,931</u>	<b><u>2,054,535</u></b>	<u>2,239,545</u>	<u>271,604</u>	15%	

**EXPLANATION OF CHANGE:**

- (1) Increase recoveries from the County, based on anticipated work in 2016
- (2) Increase in Subscription expenses - software warranty
- (3) Purchase two portable speed signs \$9.5K
- (4) Anticipated grant of \$15K for Phase II Storm Water Management study
- (5) Increase in funding from operating for 2016 capital projects. Additional \$250K contribution to increase reserves

**INCLUDES DEPARTMENTS:**

4000-4000  
4000-5020

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DEPARTMENT: ENGINEERING	YTD Actual	Budget		Projection	Change 2015 to 2016		
ACTIVITY: STREET LIGHTING & TRAFFIC SIGNALS	2015	2015	2016	2017	(fav)	% if > \$2,500	ref
					unfav	& +/- 5%	
<b>REVENUE</b>	--	--	--	--	--		
<b>EXPENSE</b>							
UTILITIES - HEAT, HYDRO, WATER	231,410	233,000	<b>239,200</b>	246,226	6,200		
EQUIP REPAIRS & MAINTENANCE	30,952	26,000	<b>23,000</b>	26,000	(3,000)	12%	
	<u>262,362</u>	<u>259,000</u>	<b><u>262,200</u></b>	<u>272,226</u>	<u>3,200</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>262,362</u>	<u>259,000</u>	<b><u>262,200</u></b>	<u>272,226</u>	<u>3,200</u>		
<b>OTHER</b>	--	--	--	--	--		
	<u>262,362</u>	<u>259,000</u>	<b><u>262,200</u></b>	<u>272,226</u>	<u>3,200</u>	1%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>		
None					4000-4400		
					4000-4410		

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DEPARTMENT: PUBLIC WORKS ACTIVITY: TOTAL ALL ACTIVITIES	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(9,127)	(15,285)	<b>(10,060)</b>	(10,450)	5,225	34%	
USER FEES	--	(300)	<b>(300)</b>	(300)	--		
RECOVERIES	(21,374)	(19,100)	<b>(19,100)</b>	(19,050)	--		
COUNTY RECOVERY	(182,625)	(261,126)	<b>(189,818)</b>	(188,818)	71,308	27%	
GRANTS / SUBSIDIES / REBATES	(3,840)	(1,680)	<b>(1,680)</b>	(1,680)	--		
	<u>(216,966)</u>	<u>(297,491)</u>	<u><b>(220,958)</b></u>	<u>(220,298)</u>	<u>76,533</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	1,007,753	971,790	<b>998,681</b>	1,008,743	26,891		
ADMINISTRATIVE EXPENSE	1,304	1,485	<b>1,175</b>	1,485	(310)		
OPERATING EXPENSE	16,974	27,800	<b>22,300</b>	29,400	(5,500)	20%	
COMMUNICATIONS	7,436	7,540	<b>9,077</b>	10,377	1,537		
UTILITIES - HEAT, HYDRO, WATER	19,423	21,116	<b>20,296</b>	21,296	(820)		
PROGRAM EXPENSES	727	745	<b>786</b>	976	41		
MEETINGS, CONFERENCES, TRAINING	12,496	10,450	<b>12,945</b>	12,965	2,495		
FUEL / TRANSPORTATION COSTS	62,327	74,018	<b>71,060</b>	71,060	(2,958)		
CONTRACTED SERVICES	27,918	--	<b>25,000</b>	25,000	25,000		
MARKETING & PROMOTION	5,310	6,100	<b>6,200</b>	6,725	100		
LAND MAINTENANCE & IMPROVEMENT	--	5,000	<b>1,500</b>	1,500	(3,500)	70%	
EQUIP REPAIRS & MAINTENANCE	4,064	103,765	<b>96,252</b>	103,597	(7,513)	7%	
BLDG REPAIRS & MAINTENANCE	11,331	7,500	<b>7,500</b>	7,500	--		
SNOW REMOVAL AND SANDING	19,441	15,000	<b>15,000</b>	15,000	--		
MAINTENANCE CONTRACTS	8,070	7,000	<b>11,470</b>	11,470	4,470	64%	
MATERIALS	454,598	600,851	<b>482,886</b>	398,946	(117,965)	20%	
EQUIPMENT USAGE	76,720	(200)	<b>(200)</b>	(200)	--		
	<u>1,735,892</u>	<u>1,859,960</u>	<u><b>1,781,928</b></u>	<u>1,725,840</u>	<u>(78,032)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>1,518,926</u>	<u>1,562,469</u>	<u><b>1,560,970</b></u>	<u>1,505,542</u>	<u>(1,499)</u>		
<b>OTHER</b>							
TRANSFER FROM RESERVES & RES FUNDS	--	(98,000)	<b>(97,500)</b>	(3,000)	500		
TRANSFER TO RESERVES & RES FUNDS	250,000	261,500	<b>241,500</b>	232,395	(20,000)	8%	
	<u>250,000</u>	<u>163,500</u>	<u><b>144,000</b></u>	<u>229,395</u>	<u>(19,500)</u>		
	<u>1,768,926</u>	<u>1,725,969</u>	<u><b>1,704,970</b></u>	<u>1,734,937</u>	<u>(20,999)</u>	1%	
<b>SUMMARY OF ALL PUBLIC WORKS ACTIVITIES:</b>							
ADMINISTRATION & EQUIPMENT			<b>376,032</b>				
BRIDGES & CULVERTS			<b>11,790</b>				
ROADSIDE MAINTENANCE			<b>208,760</b>				
SURFACE MAINTENANCE			<b>308,710</b>				
ROADS, SIDEWALKS & PARKING LOTS			<b>247,670</b>				
WINTER CONTROL			<b>462,776</b>				
ENVIRONMENTAL SERVICES			<b>89,232</b>				
			<u><b>1,704,970</b></u>				

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<b>DEPARTMENT: PUBLIC WORKS</b>					<b>Change 2015 to 2016</b>		
<b>ACTIVITY:</b>	<b>ADMINISTRATION &amp; EQUIPMENT</b>	<b>YTD Actual</b>	<b>Budget</b>		<b>Projection</b>	<b>(fav)</b>	<b>% if &gt; \$2,500</b>
		<b>2015</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>unfav</b>	<b>&amp; +/- 5% ref</b>
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES		(2,792)	(2,000)	<b>(2,500)</b>	(2,500)	(500)	
USER FEES		--	(300)	<b>(300)</b>	(300)	--	
RECOVERIES		(21,374)	(19,000)	<b>(19,000)</b>	(19,000)	--	
COUNTY RECOVERY		(83,238)	(162,800)	<b>(162,800)</b>	(162,800)	--	
GRANTS / SUBSIDIES / REBATES		(3,840)	(1,680)	<b>(1,680)</b>	(1,680)	--	
		<u>(111,244)</u>	<u>(185,780)</u>	<u><b>(186,280)</b></u>	<u>(186,280)</u>	<u>(500)</u>	
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS		425,321	465,890	<b>447,141</b>	451,683	(18,749)	
ADMINISTRATIVE EXPENSE		1,304	1,485	<b>1,175</b>	1,485	(310)	
OPERATING EXPENSE		15,869	25,300	<b>19,800</b>	26,900	(5,500)	22% (1)
COMMUNICATIONS		7,436	7,540	<b>9,077</b>	10,377	1,537	
UTILITIES - HEAT, HYDRO, WATER		18,801	20,616	<b>19,796</b>	19,796	(820)	
PROGRAM EXPENSES		727	675	<b>786</b>	976	111	
MEETINGS, CONFERENCES, TRAINING		12,496	10,450	<b>12,945</b>	12,965	2,495	
FUEL / TRANSPORTATION COSTS		62,327	74,018	<b>71,060</b>	71,060	(2,958)	
CONTRACTED SERVICES		21	--	<b>--</b>	--	--	
MARKETING & PROMOTION		460	900	<b>1,000</b>	1,000	100	
EQUIP REPAIRS & MAINTENANCE		4,064	103,765	<b>96,252</b>	103,597	(7,513)	7% (2)
BLDG REPAIRS & MAINTENANCE		11,331	7,500	<b>7,500</b>	7,500	--	
MAINTENANCE CONTRACTS		8,070	7,000	<b>11,470</b>	11,470	4,470	64% (3)
EQUIPMENT USAGE		(257,911)	(400,428)	<b>(377,190)</b>	(373,380)	23,238	6% (4)
		<u>310,315</u>	<u>324,711</u>	<u><b>320,812</b></u>	<u>345,429</u>	<u>(3,899)</u>	
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>199,071</u>	<u>138,931</u>	<u><b>134,532</b></u>	<u>159,149</u>	<u>(4,399)</u>	
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS		250,000	261,500	<b>241,500</b>	232,395	(20,000)	8% (5)
		<u>250,000</u>	<u>261,500</u>	<u><b>241,500</b></u>	<u>232,395</u>	<u>(20,000)</u>	
		<u>449,071</u>	<u>400,431</u>	<u><b>376,032</b></u>	<u>391,544</u>	<u>(24,399)</u>	6%
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>		
(1) Reduction in janitorial supplies \$2.5K and small equipment purchases \$2.5K					4500-4000		
(2) To be in line with 2015 actuals					4500-4100		
(3) Budget for security and fire monitoring, not budgeted in 2015					4500-4190		
(4) Reduction in Equipment usage revenues due to a transfer of two services to the County					4500-4230		
(5) (rubbish and scrap metal pick up and spring large article pickup)							
Reduction in transfer to reserve to offset revenue loss in the equipment usage charges							

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DEPARTMENT: PUBLIC WORKS ACTIVITY: BRIDGES & CULVERTS	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	4,858	9,580	<b>3,840</b>	3,900	(5,740)	60%	(1)
MATERIALS	5,830	20,000	<b>5,000</b>	5,000	(15,000)	75%	(2)
EQUIPMENT USAGE	347	2,870	<b>2,950</b>	2,950	80		
	<u>11,035</u>	<u>32,450</u>	<u><b>11,790</b></u>	<u>11,850</u>	<u>(20,660)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>11,035</u>	<u>32,450</u>	<u><b>11,790</b></u>	<u>11,850</u>	<u>(20,660)</u>		
<b>OTHER</b>	--	--	--	--	--		
	<u>11,035</u>	<u>32,450</u>	<u><b>11,790</b></u>	<u>11,850</u>	<u>(20,660)</u>	64%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>		
(1) Change allocation between cost centers					4500-4110		
(2) To be in line with 2015 actuals							

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DEPARTMENT: PUBLIC WORKS ACTIVITY: ROADSIDE MAINTENANCE	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	103,269	88,190	<b>101,660</b>	102,800	13,470	15%	(1)
MATERIALS	43,682	43,095	<b>38,450</b>	42,010	(4,645)	11%	(2)
EQUIPMENT USAGE	55,285	70,950	<b>68,650</b>	64,550	(2,300)		
	<u>202,236</u>	<u>202,235</u>	<u><b>208,760</b></u>	<u>209,360</u>	<u>6,525</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>202,236</u>	<u>202,235</u>	<u><b>208,760</b></u>	<u>209,360</u>	<u>6,525</u>		
<b>OTHER</b>	--	--	--	--	--		
	<u>202,236</u>	<u>202,235</u>	<u><b>208,760</b></u>	<u>209,360</u>	<u>6,525</u>		

**EXPLANATION OF CHANGE:**

- (1) Change allocation within department based on 2015 actuals
- (2) Based on work to be performed in 2016

**INCLUDES DEPARTMENTS:**

- 4500-4120
- 4500-4121
- 4500-4122
- 4500-4123
- 4500-4124

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DEPARTMENT: PUBLIC WORKS ACTIVITY: SURFACE MAINTENANCE	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	139,658	76,660	<b>126,940</b>	128,100	50,280	66%	(1)
MATERIALS	173,936	276,200	<b>209,400</b>	114,500	(66,800)	24%	(2)
EQUIPMENT USAGE	56,738	76,370	<b>67,370</b>	67,206	(9,000)	12%	(3)
	<u>370,332</u>	<u>429,230</u>	<u><b>403,710</b></u>	<u>309,806</u>	<u>(25,520)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>370,332</u>	<u>429,230</u>	<u><b>403,710</b></u>	<u>309,806</u>	<u>(25,520)</u>		
<b>OTHER</b>							
TRANSFER FROM RESERVES & RES FUNDS	--	(95,000)	<b>(95,000)</b>	--	--		
	<u>--</u>	<u>(95,000)</u>	<u><b>(95,000)</b></u>	<u>--</u>	<u>--</u>		
	<u>370,332</u>	<u>334,230</u>	<u><b>308,710</b></u>	<u>309,806</u>	<u>(25,520)</u>		

**EXPLANATION OF CHANGE:**

- (1) Change allocation within department based on 2015 actuals
- (2) Based on work to be performed in 2016
- (3) Based on work to be performed in 2016

**INCLUDES DEPARTMENTS:**

- 4500-4130
- 4500-4131
- 4500-4132
- 4500-4140
- 4500-4141



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DEPARTMENT: PUBLIC WORKS ACTIVITY: ROADS, SIDEWALKS & PARKING LOTS	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	95,000	76,690	<b>93,530</b>	94,400	16,840	22%	(1)
UTILITIES - HEAT, HYDRO, WATER	622	500	<b>500</b>	1,500	--		
LAND MAINTENANCE & IMPROVEMENT	--	5,000	<b>1,500</b>	1,500	(3,500)	70%	(2)
SNOW REMOVAL AND SANDING	19,441	15,000	<b>15,000</b>	15,000	--		
MATERIALS	101,836	120,620	<b>109,300</b>	113,500	(11,320)	9%	(3)
EQUIPMENT USAGE	18,218	33,760	<b>27,840</b>	28,174	(5,920)	18%	(4)
	<u>235,117</u>	<u>251,570</u>	<u><b>247,670</b></u>	<u>254,074</u>	<u>(3,900)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>235,117</u>	<u>251,570</u>	<u><b>247,670</b></u>	<u>254,074</u>	<u>(3,900)</u>		
<b>OTHER</b>	--	--	--	--	--		
	<u>235,117</u>	<u>251,570</u>	<u><b>247,670</b></u>	<u>254,074</u>	<u>(3,900)</u>		

**EXPLANATION OF CHANGE:**

- (1) Allocation within department based on 2015 actuals
- (2) Minimal work anticipated in 2016
- (3) Based on work to be performed in 2016
- (4) Based on work to be performed in 2016

**INCLUDES DEPARTMENTS:**

- 4500-4160
- 4500-4161
- 4500-4200
- 4500-4205
- 4500-4220
- 4500-4522

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DEPARTMENT: PUBLIC WORKS ACTIVITY: WINTER CONTROL	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	128,445	138,040	<b>153,510</b>	155,230	15,470	11%	(1)
CONTRACTED SERVICES	27,897	--	<b>25,000</b>	25,000	25,000		(2)
MATERIALS	122,511	135,936	<b>116,936</b>	116,936	(19,000)	14%	(3)
EQUIPMENT USAGE	142,825	135,070	<b>167,330</b>	167,330	32,260	24%	(4)
	<u>421,679</u>	<u>409,046</u>	<u><b>462,776</b></u>	<u>464,496</u>	<u>53,730</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>421,679</u>	<u>409,046</u>	<u><b>462,776</b></u>	<u>464,496</u>	<u>53,730</u>		
<b>OTHER</b>	--	--	--	--	--		
	<u>421,679</u>	<u>409,046</u>	<u><b>462,776</b></u>	<u>464,496</u>	<u>53,730</u>		

**EXPLANATION OF CHANGE:**

- (1) Change allocation within department based on 2015 actuals
- (2) Contracted services for sidewalk snow removal, was budgeted in Materials in 2015
- (3) Reduction due to reallocation of sidewalk snow removal to contracted services
- (4) Based on normal year and in line with 2015 actuals

**INCLUDES DEPARTMENTS:**

- 4500-4150
- 4500-4151
- 4500-4152
- 4500-4153
- 4500-4221

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DEPARTMENT: PUBLIC WORKS ACTIVITY: ENVIRONMENTAL SERVICES	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(6,335)	(13,285)	<b>(7,560)</b>	(7,950)	5,725	43%	(1)
RECOVERIES	--	(100)	<b>(100)</b>	(50)	--		
COUNTY RECOVERY	<u>(99,387)</u>	<u>(98,326)</u>	<b><u>(27,018)</u></b>	<u>(26,018)</u>	<u>71,308</u>	73%	(2)
	<u>(105,722)</u>	<u>(111,711)</u>	<b><u>(34,678)</u></b>	<u>(34,018)</u>	<u>77,033</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	111,201	116,740	<b>72,060</b>	72,630	(44,680)	38%	(3)
OPERATING EXPENSE	1,105	2,500	<b>2,500</b>	2,500	--		
PROGRAM EXPENSES	--	70	--	--	(70)		
MARKETING & PROMOTION	4,850	5,200	<b>5,200</b>	5,725	--		
MATERIALS	6,803	5,000	<b>3,800</b>	7,000	(1,200)		
EQUIPMENT USAGE	<u>61,218</u>	<u>81,208</u>	<b><u>42,850</u></b>	<u>42,970</u>	<u>(38,358)</u>	47%	(4)
	<u>185,177</u>	<u>210,718</u>	<b><u>126,410</u></b>	<u>130,825</u>	<u>(84,308)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>79,455</u>	<u>99,007</u>	<b><u>91,732</u></b>	<u>96,807</u>	<u>(7,275)</u>		
<b>OTHER</b>							
TRANSFER FROM RESERVES & RES FUNDS	--	(3,000)	<b>(2,500)</b>	(3,000)	500		
	<u>--</u>	<u>(3,000)</u>	<b><u>(2,500)</u></b>	<u>(3,000)</u>	<u>500</u>		
	<u>79,455</u>	<u>96,007</u>	<b><u>89,232</u></b>	<u>93,807</u>	<u>(6,775)</u>		

**EXPLANATION OF CHANGE:**

- (1) To bring more in line with prior year actuals
- (2) Transfer of two services under the County umbrella
- (3) Transfer of two services to the County
- (4) Transfer of two services to the County

**INCLUDES DEPARTMENTS:**

- 4500-4203
- 4500-4207
- 4500-4209
- 4500-500\*\*

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DEPARTMENT: PARKS AND ARENA ACTIVITY: TOTAL ALL ACTIVITIES	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(48,502)	(42,500)	<b>(42,500)</b>	(42,500)	--		
ICE RENTAL	(226,217)	(226,549)	<b>(248,932)</b>	(249,000)	(22,383)	10%	
RENT / LEASES	(11,596)	(17,500)	<b>(16,900)</b>	(17,502)	600		
USER FEES	(58,526)	(55,714)	<b>(57,359)</b>	(57,360)	(1,645)		
RECOVERIES	(8,700)	(7,500)	<b>(7,500)</b>	(7,500)	--		
GRANTS / SUBSIDIES / REBATES	(2,273)	(3,500)	<b>(2,500)</b>	(3,500)	1,000		
DONATIONS / FUNDRAISING	(608)	--	--	--	--		
	<u>(356,422)</u>	<u>(353,263)</u>	<u><b>(375,691)</b></u>	<u>(377,362)</u>	<u>(22,428)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	676,053	668,299	<b>705,820</b>	665,702	37,521	6%	
ADMINISTRATIVE EXPENSE	621	675	<b>675</b>	775	--		
OPERATING EXPENSE	12,234	13,655	<b>14,825</b>	18,977	1,170		
COMMUNICATIONS	8,199	7,990	<b>7,240</b>	7,991	(750)		
UTILITIES - HEAT, HYDRO, WATER	201,128	202,519	<b>212,226</b>	205,886	9,707		
SUPPLIES	38,993	33,100	<b>33,100</b>	33,100	--		
PROGRAM EXPENSES	9,007	15,350	<b>19,600</b>	19,600	4,250	28%	
MEETINGS, CONFERENCES, TRAINING	4,032	4,750	<b>4,750</b>	4,750	--		
FUEL / TRANSPORTATION COSTS	16,039	18,575	<b>19,775</b>	19,775	1,200		
CONTRACTED SERVICES	9,654	7,160	<b>7,160</b>	7,160	--		
MARKETING & PROMOTION	26,852	34,800	<b>36,300</b>	47,150	1,500		
GRANTS TO VOLUNTEER ORGANIZATIONS	36,000	36,000	<b>36,000</b>	36,000	--		
LAND MAINTENANCE & IMPROVEMENT	29,603	37,200	<b>37,200</b>	35,800	--		
EQUIP REPAIRS & MAINTENANCE	70,035	79,703	<b>80,200</b>	81,400	497		
BLDG REPAIRS & MAINTENANCE	31,282	32,675	<b>37,675</b>	32,999	5,000	15%	
SNOW REMOVAL AND SANDING	7,935	18,300	<b>18,300</b>	17,400	--		
MAINTENANCE CONTRACTS	24,655	20,250	<b>31,198</b>	31,248	10,948	54%	
	<u>1,202,322</u>	<u>1,231,001</u>	<u><b>1,302,044</b></u>	<u>1,265,712</u>	<u>71,043</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>845,900</u>	<u>877,738</u>	<u><b>926,353</b></u>	<u>888,350</u>	<u>48,615</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	376,710	376,710	<b>475,210</b>	444,210	98,500	26%	
	<u>376,680</u>	<u>376,710</u>	<u><b>475,210</b></u>	<u>444,210</u>	<u>98,500</u>		
	<u>1,222,580</u>	<u>1,254,448</u>	<u><b>1,401,563</b></u>	<u>1,332,560</u>	<u>147,115</u>		
<b>SUMMARY OF ALL PARKS ACTIVITIES:</b>							
ADMINISTRATION			<b>128,385</b>				
ARENA			<b>549,081</b>				
PARKS			<b>536,015</b>				
PARKS PROGRAMS			<b>23,380</b>				
CAMI PARKS / SUZUKI HOUSE			<b>164,702</b>				
			<u><b>1,401,563</b></u>				

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DEPARTMENT: <b>PARKS AND ARENA</b> ACTIVITY: <b>ADMINISTRATION</b>	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
DONATIONS / FUNDRAISING	(108)	--	--	--	--		
	<u>(108)</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	99,714	114,010	<b>70,870</b>	71,500	(43,140)	38%	(1)
ADMINISTRATIVE EXPENSE	198	75	<b>75</b>	75	--		
OPERATING EXPENSE	--	100	<b>100</b>	100	--		
COMMUNICATIONS	591	840	<b>840</b>	840	--		
PROGRAM EXPENSES	2,594	6,650	<b>10,900</b>	10,900	4,250	64%	(2)
MEETINGS, CONFERENCES, TRAINING	1,437	1,500	<b>1,500</b>	1,500	--		
FUEL / TRANSPORTATION COSTS	600	300	<b>1,500</b>	1,500	1,200		
MARKETING & PROMOTION	22,779	25,000	<b>27,000</b>	38,350	2,000		(3)
EQUIP REPAIRS & MAINTENANCE	76	100	<b>100</b>	100	--		
	<u>127,988</u>	<u>148,575</u>	<u><b>112,885</b></u>	<u>124,865</u>	<u>(35,690)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>127,881</u>	<u>148,575</u>	<u><b>112,885</b></u>	<u>124,865</u>	<u>(35,690)</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	10,500	10,500	<b>15,500</b>	53,000	5,000	48%	(4)
	<u>10,500</u>	<u>10,500</u>	<u><b>15,500</b></u>	<u>53,000</u>	<u>5,000</u>		
	<u>138,381</u>	<u>159,075</u>	<u><b>128,385</b></u>	<u>177,865</u>	<u>(30,690)</u>		

**EXPLANATION OF CHANGE:**

- (1) Savings due to a new employment contract
- (2) Add expenses of \$5K for Recreational Trails Committee
- (3) Two additional publications of Community Magazine
- (4) Add \$5K to Admin Recreational Reserve

**INCLUDES DEPARTMENTS:**

5000-4000

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DEPARTMENT: <b>PARKS AND ARENA</b> ACTIVITY: <b>ARENA</b>	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(24,892)	(26,000)	<b>(26,000)</b>	(26,000)	--		
ICE RENTAL	(226,217)	(226,549)	<b>(248,932)</b>	(249,000)	(22,383)	10%	(1)
RENT / LEASES	(1,556)	(8,200)	<b>(6,700)</b>	(7,200)	1,500		
USER FEES	(8,570)	(7,354)	<b>(7,999)</b>	(8,000)	(645)		
	<u>(261,236)</u>	<u>(268,103)</u>	<u><b>(289,631)</b></u>	<u>(290,200)</u>	<u>(21,528)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	233,498	205,008	<b>282,000</b>	234,820	76,992	38%	(2)
ADMINISTRATIVE EXPENSE	277	400	<b>400</b>	500	--		
OPERATING EXPENSE	5,291	5,050	<b>5,470</b>	6,843	420		
COMMUNICATIONS	3,891	2,100	<b>2,100</b>	2,100	--		
UTILITIES - HEAT, HYDRO, WATER	90,214	96,100	<b>98,633</b>	98,900	2,533		
SUPPLIES	14,008	13,100	<b>13,100</b>	13,100	--		
MEETINGS, CONFERENCES, TRAINING	928	1,750	<b>1,750</b>	1,750	--		
FUEL / TRANSPORTATION COSTS	1,716	3,275	<b>3,275</b>	3,275	--		
MARKETING & PROMOTION	--	500	<b>500</b>	500	--		
EQUIP REPAIRS & MAINTENANCE	14,844	23,000	<b>21,000</b>	21,000	(2,000)		
BLDG REPAIRS & MAINTENANCE	20,046	15,575	<b>15,575</b>	15,809	--		
SNOW REMOVAL AND SANDING	3,730	8,400	<b>8,400</b>	8,400	--		
MAINTENANCE CONTRACTS	15,274	11,700	<b>16,799</b>	16,799	5,099	44%	(3)
	<u>403,715</u>	<u>385,958</u>	<u><b>469,002</b></u>	<u>423,796</u>	<u>83,044</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>142,480</u>	<u>117,855</u>	<u><b>179,371</b></u>	<u>133,596</u>	<u>61,516</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	321,210	321,210	<b>369,710</b>	311,210	48,500	15%	(4)
	<u>321,210</u>	<u>321,210</u>	<u><b>369,710</b></u>	<u>311,210</u>	<u>48,500</u>		
	<u>463,690</u>	<u>439,065</u>	<u><b>549,081</b></u>	<u>444,806</u>	<u>110,016</u>		

**EXPLANATION OF CHANGE:**

- (1) New sports groups and increase in ice fees
- (2) Add one new temp position (succession planning)
- (3) Reallocate chemical treatment contract from repair and maintenance account
- (4) Increase contribution to reserves by savings from the new employment contract

**INCLUDES DEPARTMENTS:**

5000-6020

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DEPARTMENT: PARKS AND ARENA ACTIVITY: PARKS	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500	ref
					unfav	& +/- 5%	
<b>REVENUE</b>							
USER FEES	(24,425)	(20,800)	<b>(21,800)</b>	(21,800)	(1,000)		
RECOVERIES	(8,700)	(7,500)	<b>(7,500)</b>	(7,500)	--		
GRANTS / SUBSIDIES / REBATES	(2,273)	(3,500)	<b>(2,500)</b>	(3,500)	1,000		
	<u>(35,398)</u>	<u>(31,800)</u>	<u><b>(31,800)</b></u>	<u>(32,800)</u>	<u>--</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	308,866	309,650	<b>315,410</b>	320,723	5,760		
ADMINISTRATIVE EXPENSE	146	200	<b>200</b>	200	--		
OPERATING EXPENSE	6,943	7,455	<b>8,205</b>	10,980	750		
COMMUNICATIONS	3,718	5,000	<b>4,250</b>	5,000	(750)		
UTILITIES - HEAT, HYDRO, WATER	37,917	33,950	<b>38,200</b>	32,700	4,250	13%	
PROGRAM EXPENSES	4,663	4,700	<b>4,700</b>	4,700	--		
MEETINGS, CONFERENCES, TRAINING	1,667	1,500	<b>1,500</b>	1,500	--		
FUEL / TRANSPORTATION COSTS	13,723	15,000	<b>15,000</b>	15,000	--		
MARKETING & PROMOTION	1,283	5,300	<b>5,300</b>	4,300	--		
LAND MAINTENANCE & IMPROVEMENT	29,337	33,200	<b>33,200</b>	30,800	--		
EQUIP REPAIRS & MAINTENANCE	36,880	36,300	<b>36,300</b>	37,500	--		
BLDG REPAIRS & MAINTENANCE	7,014	11,100	<b>11,100</b>	11,100	--		
SNOW REMOVAL AND SANDING	--	900	<b>900</b>	--	--		
MAINTENANCE CONTRACTS	3,735	3,550	<b>3,550</b>	3,600	--		
	<u>455,893</u>	<u>467,805</u>	<u><b>477,815</b></u>	<u>478,103</u>	<u>10,010</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>420,495</u>	<u>436,005</u>	<u><b>446,015</b></u>	<u>445,303</u>	<u>10,010</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	37,000	37,000	<b>90,000</b>	80,000	53,000	143%	(1)
	<u>37,000</u>	<u>37,000</u>	<u><b>90,000</b></u>	<u>80,000</u>	<u>53,000</u>		
	<u>457,495</u>	<u>473,005</u>	<u><b>536,015</b></u>	<u>525,303</u>	<u>63,010</u>		

**EXPLANATION OF CHANGE:**

(1) Increase contribution to finance capital projects for 2016 \$28K and \$10K to increase Recreational trail reserve

**INCLUDES DEPARTMENTS:**  
5000-6050

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DEPARTMENT: PARKS AND ARENA ACTIVITY: PARKS PROGRAMS	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(23,610)	(16,500)	<b>(16,500)</b>	(16,500)	--		
USER FEES	(5,531)	(7,560)	<b>(7,560)</b>	(7,560)	--		
DONATIONS / FUNDRAISING	(500)	--	--	--	--		
	<u>(29,641)</u>	<u>(24,060)</u>	<u><b>(24,060)</b></u>	<u>(24,060)</u>	<u>--</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	7,657	9,001	<b>11,680</b>	12,459	2,679	30%	(1)
OPERATING EXPENSE	--	1,050	<b>1,050</b>	1,054	--		
COMMUNICATIONS	--	50	<b>50</b>	51	--		
SUPPLIES	24,986	20,000	<b>20,000</b>	20,000	--		
PROGRAM EXPENSES	1,750	4,000	<b>4,000</b>	4,000	--		
CONTRACTED SERVICES	9,654	7,160	<b>7,160</b>	7,160	--		
MARKETING & PROMOTION	2,790	4,000	<b>3,500</b>	4,000	(500)		
	<u>46,837</u>	<u>45,261</u>	<u><b>47,440</b></u>	<u>48,723</u>	<u>2,179</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>17,196</u>	<u>21,201</u>	<u><b>23,380</b></u>	<u>24,663</u>	<u>2,179</u>		
<b>OTHER</b>							
	<u>(30)</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>17,166</u>	<u>21,201</u>	<u><b>23,380</b></u>	<u>24,663</u>	<u>2,179</u>		

**EXPLANATION OF CHANGE:**

(1) Festival of Lights, add staff time to set up and take down the display

**INCLUDES DEPARTMENTS:**

5000-6051  
5000-6100  
5000-6110



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DEPARTMENT: PARKS AND ARENA ACTIVITY: CAMI PARKS / SUZUKI HOUSE	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
RENT / LEASES	(10,040)	(9,300)	<b>(10,200)</b>	(10,302)	(900)		
USER FEES	(20,000)	(20,000)	<b>(20,000)</b>	(20,000)	--		
	<u>(30,040)</u>	<u>(29,300)</u>	<u><b>(30,200)</b></u>	<u>(30,302)</u>	<u>(900)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	26,318	30,630	<b>25,860</b>	26,200	(4,770)	16%	(1)
UTILITIES - HEAT, HYDRO, WATER	72,997	72,469	<b>75,393</b>	74,286	2,924		
GRANTS TO VOLUNTEER ORGANIZATIONS	36,000	36,000	<b>36,000</b>	36,000	--		
LAND MAINTENANCE & IMPROVEMENT	266	4,000	<b>4,000</b>	5,000	--		
EQUIP REPAIRS & MAINTENANCE	18,235	20,303	<b>22,800</b>	22,800	2,497		
BLDG REPAIRS & MAINTENANCE	4,223	6,000	<b>11,000</b>	6,090	5,000	83%	(2)
SNOW REMOVAL AND SANDING	4,205	9,000	<b>9,000</b>	9,000	--		
MAINTENANCE CONTRACTS	5,646	5,000	<b>10,849</b>	10,849	5,849	117%	(3)
	<u>167,889</u>	<u>183,402</u>	<u><b>194,902</b></u>	<u>190,225</u>	<u>11,500</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>137,849</u>	<u>154,102</u>	<u><b>164,702</b></u>	<u>159,923</u>	<u>10,600</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	8,000	8,000	--	--	(8,000)	100%	(4)
	<u>8,000</u>	<u>8,000</u>	<u>--</u>	<u>--</u>	<u>(8,000)</u>		
	<u>145,849</u>	<u>162,102</u>	<u><b>164,702</b></u>	<u>159,923</u>	<u>2,600</u>		

**EXPLANATION OF CHANGE:**

- (1) Change allocation between department
- (2) Replacement of Domestic Hot Water Tank Vent
- (3) Exterior Walls Structural Investigation
- (4) Reallocation to Parks Facility Transfer to Reserve account

**INCLUDES DEPARTMENTS:**

5000-6030  
5000-6040

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DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: TOTAL ALL ACTIVITIES	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(4,154)	(4,000)	<b>(4,000)</b>	(4,000)	--		
RENT / LEASES	(19,666)	(12,625)	<b>(22,180)</b>	(24,707)	(9,555)	76%	
USER FEES	(97,492)	(99,287)	<b>(98,213)</b>	(98,060)	1,074		
MEMBERSHIPS	(120,963)	(122,100)	<b>(122,100)</b>	(122,100)	--		
RECOVERIES	(364)	--	--	--	--		
GRANTS / SUBSIDIES / REBATES	(9,383)	(6,924)	<b>(9,936)</b>	(9,936)	(3,012)	44%	
PROGRAM REVENUES	(264,444)	(264,232)	<b>(269,647)</b>	(271,841)	(5,415)		
DONATIONS / FUNDRAISING	(1,225)	(2,700)	--	(900)	2,700	100%	
	<u>(517,691)</u>	<u>(511,868)</u>	<u><b>(526,076)</b></u>	<u>(531,544)</u>	<u>(14,208)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	930,147	914,783	<b>917,010</b>	926,308	2,227		
ADMINISTRATIVE EXPENSE	13,020	19,586	<b>22,086</b>	21,150	2,500		
OPERATING EXPENSE	13,482	21,540	<b>18,940</b>	18,938	(2,600)	12%	
COMMUNICATIONS	9,121	10,000	<b>10,000</b>	10,000	--		
UTILITIES - HEAT, HYDRO, WATER	144,467	153,110	<b>153,073</b>	158,052	(37)		
SUPPLIES	11,695	17,160	<b>15,272</b>	17,182	(1,888)		
PROGRAM EXPENSES	13,491	15,556	<b>15,666</b>	15,754	110		
MEETINGS, CONFERENCES, TRAINING	2,836	4,972	<b>5,172</b>	4,980	200		
FUEL / TRANSPORTATION COSTS	473	1,860	<b>1,860</b>	1,875	--		
CONTRACTED SERVICES	3,112	4,992	<b>3,750</b>	4,992	(1,242)		
MARKETING & PROMOTION	1,769	1,400	<b>1,400</b>	2,403	--		
EQUIP REPAIRS & MAINTENANCE	39,975	57,600	<b>57,000</b>	52,050	(600)		
BLDG REPAIRS & MAINTENANCE	12,768	19,750	<b>21,750</b>	20,757	2,000		
SNOW REMOVAL AND SANDING	4,210	10,000	<b>10,000</b>	10,000	--		
MAINTENANCE CONTRACTS	18,270	18,000	<b>18,000</b>	18,000	--		
	<u>1,218,834</u>	<u>1,270,309</u>	<u><b>1,270,979</b></u>	<u>1,282,440</u>	<u>670</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>701,143</u>	<u>758,441</u>	<u><b>744,903</b></u>	<u>750,896</u>	<u>(13,538)</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	16,000	16,000	<b>50,000</b>	14,000	34,000	213%	
	<u>16,000</u>	<u>16,000</u>	<u><b>50,000</b></u>	<u>14,000</u>	<u>34,000</u>		
	<u>717,143</u>	<u>774,441</u>	<u><b>794,903</b></u>	<u>764,896</u>	<u>20,462</u>		
<b>SUMMARY OF ALL VICTORIA PARK COMMUNITY CENTRE ACTIVITIES:</b>							
ADMINISTRATION			<b>151,476</b>				
AQUATICS			<b>98,035</b>				
FITNESS			<b>5,174</b>				
PROGRAMS			<b>26,040</b>				
FACILITY			<b>514,178</b>				
			<u><b>794,903</b></u>				

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DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: ADMINISTRATION	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(1,901)	--	--	--	--		
USER FEES	(685)	(500)	<b>(500)</b>	(500)	--		
RECOVERIES	(296)	--	--	--	--		
	<u>(2,882)</u>	<u>(500)</u>	<u><b>(500)</b></u>	<u>(500)</u>	<u>--</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	127,522	116,410	<b>118,590</b>	119,780	2,180		
ADMINISTRATIVE EXPENSE	13,020	19,586	<b>22,086</b>	21,150	2,500		
OPERATING EXPENSE	812	600	<b>600</b>	600	--		
COMMUNICATIONS	9,121	10,000	<b>10,000</b>	10,000	--		
SUPPLIES	1,115	--	--	--	--		
PROGRAM EXPENSES	33	100	<b>100</b>	100	--		
MEETINGS, CONFERENCES, TRAINING	539	100	<b>100</b>	100	--		
FUEL / TRANSPORTATION COSTS	--	100	<b>100</b>	100	--		
MARKETING & PROMOTION	884	200	<b>200</b>	200	--		
EQUIP REPAIRS & MAINTENANCE	--	200	<b>200</b>	200	--		
	<u>153,045</u>	<u>147,296</u>	<u><b>151,976</b></u>	<u>152,230</u>	<u>4,680</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>150,164</u>	<u>146,796</u>	<u><b>151,476</b></u>	<u>151,730</u>	<u>4,680</u>		
<b>OTHER</b>							
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>150,164</u>	<u>146,796</u>	<u><b>151,476</b></u>	<u>151,730</u>	<u>4,680</u>		
<b>EXPLANATION OF CHANGE:</b> None						<b>INCLUDES DEPARTMENTS:</b> 5100-4000	

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DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: AQUATICS	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	--	(1,000)	<b>(1,000)</b>	(1,000)	--		
RENT / LEASES	(15,841)	(12,025)	<b>(15,255)</b>	(15,255)	(3,230)	27%	(1)
USER FEES	(29,577)	(30,000)	<b>(30,000)</b>	(30,000)	--		
MEMBERSHIPS	(21,914)	(17,700)	<b>(17,700)</b>	(17,700)	--		
RECOVERIES	(68)	--	--	--	--		
PROGRAM REVENUES	(147,788)	(144,203)	<b>(148,368)</b>	(148,660)	(4,165)		
DONATIONS / FUNDRAISING	(1,225)	(2,700)	--	(900)	2,700	100%	(2)
	<u>(216,414)</u>	<u>(207,628)</u>	<u><b>(212,323)</b></u>	<u>(213,515)</u>	<u>(4,695)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	294,137	286,600	<b>293,900</b>	296,839	7,300		
OPERATING EXPENSE	3,208	6,460	<b>3,860</b>	3,756	(2,600)	40%	(3)
SUPPLIES	2,521	6,000	<b>4,400</b>	6,000	(1,600)		
PROGRAM EXPENSES	5,082	5,311	<b>5,221</b>	5,309	(90)		
MEETINGS, CONFERENCES, TRAINING	240	2,392	<b>2,392</b>	2,400	--		
FUEL / TRANSPORTATION COSTS	181	385	<b>385</b>	400	--		
MARKETING & PROMOTION	--	200	<b>200</b>	203	--		
	<u>305,368</u>	<u>307,348</u>	<u><b>310,358</b></u>	<u>314,907</u>	<u>3,010</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>88,955</u>	<u>99,720</u>	<u><b>98,035</b></u>	<u>101,392</u>	<u>(1,685)</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	--	--	--	4,000	--		
	<u>--</u>	<u>--</u>	<u>--</u>	<u>4,000</u>	<u>--</u>		
	<u>88,955</u>	<u>99,720</u>	<u><b>98,035</b></u>	<u>105,392</u>	<u>(1,685)</u>		

**EXPLANATION OF CHANGE:**

- (1) Change in pool rent rates
- (2) Reallocate to Program Revenues
- (3) To be in line with 2015 actuals

**INCLUDES DEPARTMENTS:**

5100-6060

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DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: FITNESS	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
USER FEES	(15,185)	(19,436)	<b>(18,446)</b>	(18,209)	990		
MEMBERSHIPS	(99,049)	(104,400)	<b>(104,400)</b>	(104,400)	--		
PROGRAM REVENUES	<u>(3,147)</u>	<u>(4,000)</u>	<b><u>(4,000)</u></b>	<u>(4,000)</u>	--		
	<u>(117,381)</u>	<u>(127,836)</u>	<b><u>(126,846)</u></b>	<u>(126,609)</u>	<u>990</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	106,277	108,170	<b>108,790</b>	110,021	620		
OPERATING EXPENSE	1,031	1,150	<b>1,150</b>	1,150	--		
SUPPLIES	999	1,550	<b>1,550</b>	1,550	--		
PROGRAM EXPENSES	--	500	<b>500</b>	500	--		
MEETINGS, CONFERENCES, TRAINING	1,296	1,480	<b>1,680</b>	1,480	200		
FUEL / TRANSPORTATION COSTS	202	550	<b>550</b>	550	--		
CONTRACTED SERVICES	1,312	1,500	<b>1,500</b>	1,500	--		
MARKETING & PROMOTION	325	300	<b>300</b>	300	--		
EQUIP REPAIRS & MAINTENANCE	<u>1,779</u>	<u>7,000</u>	<b><u>6,000</u></b>	<u>7,000</u>	<u>(1,000)</u>		
	<u>113,222</u>	<u>122,200</u>	<b><u>122,020</u></b>	<u>124,051</u>	<u>(180)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(4,159)</u>	<u>(5,636)</u>	<b><u>(4,826)</u></b>	<u>(2,558)</u>	<u>810</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	<u>8,000</u>	<u>8,000</u>	<b><u>10,000</u></b>	<u>10,000</u>	<u>2,000</u>		
	<u>8,000</u>	<u>8,000</u>	<b><u>10,000</u></b>	<u>10,000</u>	<u>2,000</u>		
	<u>3,841</u>	<u>2,364</u>	<b><u>5,174</u></b>	<u>7,442</u>	<u>2,810</u>		
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>		
None					5100-6070		

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DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: PROGRAMS	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
USER FEES	(52,045)	(49,351)	<b>(49,267)</b>	(49,351)	84		
GRANTS / SUBSIDIES / REBATES	(9,383)	(6,924)	<b>(9,936)</b>	(9,936)	(3,012)	44%	(1)
PROGRAM REVENUES	<u>(113,508)</u>	<u>(116,029)</u>	<b><u>(117,279)</u></b>	<u>(119,181)</u>	<u>(1,250)</u>		
	<u>(174,936)</u>	<u>(172,304)</u>	<b><u>(176,482)</u></b>	<u>(178,468)</u>	<u>(4,178)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	185,071	174,853	<b>179,090</b>	180,860	4,237		
OPERATING EXPENSE	709	1,490	<b>1,490</b>	1,490	--		
SUPPLIES	5,904	8,110	<b>7,822</b>	8,110	(288)		
PROGRAM EXPENSES	8,377	9,645	<b>9,845</b>	9,845	200		
MEETINGS, CONFERENCES, TRAINING	160	700	<b>700</b>	700	--		
FUEL / TRANSPORTATION COSTS	90	825	<b>825</b>	825	--		
CONTRACTED SERVICES	1,800	3,492	<b>2,250</b>	3,492	(1,242)		
MARKETING & PROMOTION	560	500	<b>500</b>	1,500	--		
	<u>202,671</u>	<u>199,615</u>	<b><u>202,522</u></b>	<u>206,822</u>	<u>2,907</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>27,734</u>	<u>27,311</u>	<b><u>26,040</u></b>	<u>28,354</u>	<u>(1,271)</u>		
<b>OTHER</b>							
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>27,734</u>	<u>27,311</u>	<b><u>26,040</u></b>	<u>28,354</u>	<u>(1,271)</u>		

**EXPLANATION OF CHANGE:**  
(1) 2015 was budgeted low

**INCLUDES DEPARTMENTS:**  
5100-6090

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DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: FACILITY	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(2,253)	(3,000)	<b>(3,000)</b>	(3,000)	--		
RENT / LEASES	(3,825)	(600)	<b>(6,925)</b>	(9,452)	(6,325)	1054%	(1)
	<u>(6,078)</u>	<u>(3,600)</u>	<u><b>(9,925)</b></u>	<u>(12,452)</u>	<u>(6,325)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	217,141	228,750	<b>216,640</b>	218,808	(12,110)	5%	
OPERATING EXPENSE	7,721	11,840	<b>11,840</b>	11,942	--		
UTILITIES - HEAT, HYDRO, WATER	144,467	153,110	<b>153,073</b>	158,052	(37)		
SUPPLIES	1,157	1,500	<b>1,500</b>	1,522	--		
MEETINGS, CONFERENCES, TRAINING	600	300	<b>300</b>	300	--		
MARKETING & PROMOTION	--	200	<b>200</b>	200	--		
EQUIP REPAIRS & MAINTENANCE	38,196	50,400	<b>50,800</b>	44,850	400		
BLDG REPAIRS & MAINTENANCE	12,768	19,750	<b>21,750</b>	20,757	2,000		
SNOW REMOVAL AND SANDING	4,210	10,000	<b>10,000</b>	10,000	--		
MAINTENANCE CONTRACTS	18,270	18,000	<b>18,000</b>	18,000	--		
	<u>444,528</u>	<u>493,850</u>	<u><b>484,103</b></u>	<u>484,430</u>	<u>(9,747)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>438,450</u>	<u>490,250</u>	<u><b>474,178</b></u>	<u>471,978</u>	<u>(16,072)</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	8,000	8,000	<b>40,000</b>	--	32,000	400%	(2)
	<u>8,000</u>	<u>8,000</u>	<u><b>40,000</b></u>	<u>--</u>	<u>32,000</u>		
	<u>446,450</u>	<u>498,250</u>	<u><b>514,178</b></u>	<u>471,978</u>	<u>15,928</u>	3%	

**EXPLANATION OF CHANGE:**

- (1) New tenant Youth for Christ
- (2) Based on anticipated capital projects

**INCLUDES DEPARTMENTS:**

5100-4100

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DEPARTMENT: YOUTH CENTRE ACTIVITY: TOTAL ALL ACTIVITIES	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(25,779)	(56,500)	<b>(35,500)</b>	(35,500)	21,000	37%	
RENT / LEASES	(51,002)	(56,876)	<b>(57,076)</b>	(57,076)	(200)		
USER FEES	(500)	(150)	<b>(5,250)</b>	(5,150)	(5,100)	3400%	
MEMBERSHIPS	(848)	(2,000)	<b>(1,000)</b>	(1,000)	1,000		
RECOVERIES	(4,282)	(1,250)	<b>(2,450)</b>	(2,450)	(1,200)		
GRANTS / SUBSIDIES / REBATES	(119,317)	(143,015)	<b>(32,400)</b>	(32,400)	110,615	77%	
PROGRAM REVENUES	(14,934)	(13,400)	<b>(5,000)</b>	(5,000)	8,400	63%	
DONATIONS / FUNDRAISING	(136,705)	(109,700)	<b>(118,700)</b>	(118,700)	(9,000)	8%	
	<u>(353,366)</u>	<u>(382,891)</u>	<u>(257,376)</u>	<u>(257,276)</u>	<u>125,515</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	727,124	717,343	<b>659,100</b>	665,691	(58,243)	8%	
ADMINISTRATIVE EXPENSE	9,274	11,250	<b>10,449</b>	10,455	(801)		
OPERATING EXPENSE	16,654	17,600	<b>12,955</b>	14,455	(4,645)	26%	
COMMUNICATIONS	6,951	6,600	<b>6,600</b>	6,600	--		
UTILITIES - HEAT, HYDRO, WATER	28,081	26,780	<b>28,375</b>	28,653	1,595		
SUPPLIES	7,487	13,000	<b>8,700</b>	8,700	(4,300)	33%	
PROGRAM EXPENSES	24,283	33,225	<b>17,300</b>	17,650	(15,925)	48%	
MEETINGS, CONFERENCES, TRAINING	6,004	5,502	<b>3,300</b>	3,300	(2,202)		
FUEL / TRANSPORTATION COSTS	3,130	7,224	<b>2,400</b>	2,324	(4,824)	67%	
PROFESSIONAL FEES	--	1,500	--	--	(1,500)		
CONTRACTED SERVICES	2,767	2,396	<b>3,616</b>	3,940	1,220		
MARKETING & PROMOTION	4,788	3,300	<b>850</b>	850	(2,450)		
EQUIP REPAIRS & MAINTENANCE	12,432	14,300	<b>10,950</b>	17,650	(3,350)	23%	
BLDG REPAIRS & MAINTENANCE	11,738	11,400	<b>10,400</b>	11,400	(1,000)		
SNOW REMOVAL AND SANDING	4,275	4,500	<b>5,000</b>	6,000	500		
MAINTENANCE CONTRACTS	7,029	8,066	<b>6,674</b>	6,674	(1,392)		
	<u>872,018</u>	<u>883,986</u>	<u>786,669</u>	<u>804,342</u>	<u>(97,317)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>518,652</u>	<u>501,095</u>	<u>529,293</u>	<u>547,066</u>	<u>28,198</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	7,500	7,500	<b>2,500</b>	2,500	(5,000)	67%	
	<u>7,500</u>	<u>7,500</u>	<u>2,500</u>	<u>2,500</u>	<u>(5,000)</u>		
	<u>526,152</u>	<u>508,595</u>	<u>531,793</u>	<u>549,566</u>	<u>23,198</u>		
<b>SUMMARY OF ALL YOUTH CENTRE ACTIVITIES:</b>							
FACILITY			<b>95,163</b>				
TECHNOLOGY PROGRAMS			<b>86,710</b>				
GENERAL PROGRAMS			<b>349,920</b>				
CAREER & SKILLS PROGRAM			<b>--</b>				
			<u><b>531,793</b></u>				



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DEPARTMENT: YOUTH CENTRE ACTIVITY: FACILITY	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
RENT / LEASES	(33,712)	(35,876)	<b>(37,376)</b>	(37,376)	(1,500)		
RECOVERIES	--	(1,250)	<b>(1,250)</b>	(1,250)	--		
	<u>(33,712)</u>	<u>(37,126)</u>	<b><u>(38,626)</u></b>	<u>(38,626)</u>	<u>(1,500)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	71,691	71,050	<b>68,540</b>	69,225	(2,510)		
OPERATING EXPENSE	5,407	3,600	<b>4,950</b>	4,950	1,350		
UTILITIES - HEAT, HYDRO, WATER	28,081	26,780	<b>28,375</b>	28,653	1,595		
FUEL / TRANSPORTATION COSTS	632	324	<b>400</b>	324	76		
CONTRACTED SERVICES	159	--	--	324	--		
EQUIP REPAIRS & MAINTENANCE	4,677	8,650	<b>9,450</b>	11,650	800		
BLDG REPAIRS & MAINTENANCE	11,738	11,400	<b>10,400</b>	11,400	(1,000)		
SNOW REMOVAL AND SANDING	4,275	4,500	<b>5,000</b>	6,000	500		
MAINTENANCE CONTRACTS	7,029	8,066	<b>6,674</b>	6,674	(1,392)		
	<u>133,689</u>	<u>134,370</u>	<b><u>133,789</u></b>	<u>139,200</u>	<u>(581)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>99,977</u>	<u>97,244</u>	<b><u>95,163</u></b>	<u>100,574</u>	<u>(2,081)</u>		
<b>OTHER</b>							
	--	--	--	--	--		
	<u>99,977</u>	<u>97,244</u>	<b><u>95,163</u></b>	<u>100,574</u>	<u>(2,081)</u>		

EXPLANATION OF CHANGE:  
None

INCLUDES DEPARTMENTS:  
5200-4100

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DEPARTMENT: YOUTH CENTRE ACTIVITY: TECHNOLOGY PROGRAMS	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(20,349)	(51,000)	<b>(30,000)</b>	(30,000)	21,000	41%	(1)
RENT / LEASES	(17,100)	(19,500)	<b>(19,500)</b>	(19,500)	--		
USER FEES	--	--	<b>(5,000)</b>	(5,000)	(5,000)		
RECOVERIES	(2,408)	--	<b>(1,200)</b>	(1,200)	(1,200)		
PROGRAM REVENUES	(1,250)	(250)	--	--	250		
DONATIONS / FUNDRAISING	<b>(38,352)</b>	<b>(29,800)</b>	<b>(29,800)</b>	<b>(29,800)</b>	--		
	<u>(79,459)</u>	<u>(100,550)</u>	<u><b>(85,500)</b></u>	<u>(85,500)</u>	<u>15,050</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	163,518	156,193	<b>160,510</b>	162,115	4,317		
ADMINISTRATIVE EXPENSE	2,119	1,200	<b>1,750</b>	1,750	550		
OPERATING EXPENSE	2,417	4,500	<b>3,500</b>	4,000	(1,000)		
SUPPLIES	261	2,000	<b>700</b>	700	(1,300)		
PROGRAM EXPENSES	--	600	--	--	(600)		
MEETINGS, CONFERENCES, TRAINING	--	252	--	--	(252)		
FUEL / TRANSPORTATION COSTS	35	550	--	--	(550)		
CONTRACTED SERVICES	2,502	2,300	<b>2,500</b>	2,500	200		
MARKETING & PROMOTION	--	950	--	--	(950)		
EQUIP REPAIRS & MAINTENANCE	115	1,400	<b>750</b>	750	(650)		
	<u>170,967</u>	<u>169,945</u>	<u><b>169,710</b></u>	<u>171,815</u>	<u>(235)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>91,508</u>	<u>69,395</u>	<u><b>84,210</b></u>	<u>86,315</u>	<u>14,815</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	7,500	7,500	<b>2,500</b>	2,500	(5,000)	67%	(2)
	<u>7,500</u>	<u>7,500</u>	<u><b>2,500</b></u>	<u>2,500</u>	<u>(5,000)</u>		
	<u>99,008</u>	<u>76,895</u>	<u><b>86,710</b></u>	<u>88,815</u>	<u>9,815</u>		

**EXPLANATION OF CHANGE:**

- (1) Demand for services less than previously budgeted
- (2) Directly related to sale of services

**INCLUDES DEPARTMENTS:**

5200-6170  
5200-6210  
5200-6270  
5200-6290

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DEPARTMENT: YOUTH CENTRE ACTIVITY: GENERAL PROGRAMS	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(5,430)	(5,500)	<b>(5,500)</b>	(5,500)	--		
RENT / LEASES	(190)	(1,500)	<b>(200)</b>	(200)	1,300		
USER FEES	(500)	(150)	<b>(250)</b>	(150)	(100)		
MEMBERSHIPS	(848)	(2,000)	<b>(1,000)</b>	(1,000)	1,000		
RECOVERIES	(1,874)	(7,500)	--	--	7,500	100%	(1)
GRANTS / SUBSIDIES / REBATES	(9,195)	(32,400)	<b>(32,400)</b>	(32,400)	--		
PROGRAM REVENUES	(13,684)	(13,150)	<b>(5,000)</b>	(5,000)	8,150	62%	(2)
DONATIONS / FUNDRAISING	(97,944)	(79,900)	<b>(88,900)</b>	(88,900)	(9,000)	11%	(3)
	<u>(129,664)</u>	<u>(142,100)</u>	<u><b>(133,250)</b></u>	<u>(133,150)</u>	<u>8,850</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	449,687	419,460	<b>430,050</b>	434,351	10,590		
ADMINISTRATIVE EXPENSE	5,410	7,550	<b>8,699</b>	8,705	1,149		
OPERATING EXPENSE	4,969	4,750	<b>4,505</b>	5,505	(245)		
COMMUNICATIONS	6,951	6,600	<b>6,600</b>	6,600	--		
SUPPLIES	6,772	10,000	<b>8,000</b>	8,000	(2,000)		
PROGRAM EXPENSES	19,293	17,750	<b>17,300</b>	17,650	(450)		
MEETINGS, CONFERENCES, TRAINING	4,332	3,250	<b>3,300</b>	3,300	50		
FUEL / TRANSPORTATION COSTS	1,262	2,000	<b>2,000</b>	2,000	--		
CONTRACTED SERVICES	106	96	<b>1,116</b>	1,116	1,020		
MARKETING & PROMOTION	504	850	<b>850</b>	850	--		
EQUIP REPAIRS & MAINTENANCE	7,640	4,250	<b>750</b>	5,250	(3,500)	82%	(4)
	<u>506,927</u>	<u>476,556</u>	<u><b>483,170</b></u>	<u>493,327</u>	<u>6,614</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>377,263</u>	<u>334,456</u>	<u><b>349,920</b></u>	<u>360,177</u>	<u>15,464</u>		
<b>OTHER</b>							
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>377,263</u>	<u>334,456</u>	<u><b>349,920</b></u>	<u>360,177</u>	<u>15,464</u>		

**EXPLANATION OF CHANGE:**

**INCLUDES DEPARTMENTS:**

5200-6090

- (1) Sure Start Program Funding ended
- (2) } Reallocation between accounts
- (3) }
- (4) Minimum Skate Park repairs for 2016

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DEPARTMENT: YOUTH CENTRE ACTIVITY: CAREER & SKILLS PROGRAM	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
RECOVERIES	--	7,500	--	--	(7,500)	100%	
GRANTS / SUBSIDIES / REBATES	(110,122)	(110,615)	--	--	110,615	100%	
DONATIONS / FUNDRAISING	(409)	--	--	--	--		
	<u>(110,531)</u>	<u>(103,115)</u>	<u>--</u>	<u>--</u>	<u>103,115</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	42,229	70,640	--	--	(70,640)	100%	
ADMINISTRATIVE EXPENSE	1,744	2,500	--	--	(2,500)		
OPERATING EXPENSE	3,861	4,750	--	--	(4,750)	100%	
SUPPLIES	454	1,000	--	--	(1,000)		
PROGRAM EXPENSES	4,990	14,875	--	--	(14,875)	100%	
MEETINGS, CONFERENCES, TRAINING	1,672	2,000	--	--	(2,000)		
FUEL / TRANSPORTATION COSTS	1,201	4,350	--	--	(4,350)	100%	
PROFESSIONAL FEES	--	1,500	--	--	(1,500)		
MARKETING & PROMOTION	4,283	1,500	--	--	(1,500)		
	<u>60,435</u>	<u>103,115</u>	<u>0</u>	<u>--</u>	<u>(103,115)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(50,096)</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
<b>OTHER</b>							
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>(50,096)</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		

**EXPLANATION OF CHANGE:**

This is a 100% funded program ended in 2015

**INCLUDES DEPARTMENTS:**

5200-6195

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DEPARTMENT: MUSEUMS FACILITY	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--		
<b>EXPENSE</b>							
OPERATING EXPENSE	92	200	<b>200</b>	200	--		
UTILITIES - HEAT, HYDRO, WATER	7,792	6,900	<b>7,600</b>	7,600	700		
LAND MAINTENANCE & IMPROVEMENT	1,215	1,000	<b>3,000</b>	1,000	2,000		
EQUIP REPAIRS & MAINTENANCE	276	500	<b>500</b>	500	--		
BLDG REPAIRS & MAINTENANCE	4,234	5,000	<b>6,500</b>	3,000	1,500		
SNOW REMOVAL AND SANDING	1,160	2,000	<b>2,000</b>	2,000	--		
MAINTENANCE CONTRACTS	19	500	<b>500</b>	500	--		
	<u>14,788</u>	<u>16,100</u>	<u><b>20,300</b></u>	<u>14,800</u>	<u>4,200</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>14,788</u>	<u>16,100</u>	<u><b>20,300</b></u>	<u>14,800</u>	<u>4,200</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	1,500	3,000	<b>10,000</b>	10,000	7,000	233%	(1)
	<u>1,500</u>	<u>3,000</u>	<u><b>10,000</b></u>	<u>10,000</u>	<u>7,000</u>		
	<u><u>16,288</u></u>	<u><u>19,100</u></u>	<u><u><b>30,300</b></u></u>	<u><u>24,800</u></u>	<u><u>11,200</u></u>		
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>		
(1) To fund Survey of lands for Interpretive Centre and HVAC upgrades					6200-4100		

**Town of Ingersoll  
2016 Draft Budget  
January 13, 2016**

DEPARTMENT: MUSEUMS PROGRAMS	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(5,992)	(2,800)	<b>(3,200)</b>	(3,200)	(400)		
RENT / LEASES	(99)	(100)	<b>(100)</b>	(100)	--		
USER FEES	(883)	(1,700)	<b>(1,700)</b>	(1,800)	--		
GRANTS / SUBSIDIES / REBATES	(11,926)	(16,980)	<b>(14,180)</b>	(14,180)	2,800	16%	(1)
PROGRAM REVENUES	(8,378)	(4,150)	<b>(7,150)</b>	(3,950)	(3,000)	72%	(2)
DONATIONS / FUNDRAISING	(4,842)	(1,000)	<b>(4,550)</b>	(2,150)	(3,550)	355%	(3)
	<u>(32,119)</u>	<u>(26,730)</u>	<u><b>(30,880)</b></u>	<u>(25,380)</u>	<u>(4,150)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	102,074	106,910	<b>141,133</b>	142,529	34,223	32%	(4)
ADMINISTRATIVE EXPENSE	528	1,150	<b>1,350</b>	1,675	200		
OPERATING EXPENSE	3,296	1,250	<b>1,550</b>	1,950	300		
COMMUNICATIONS	605	750	<b>750</b>	800	--		
SUPPLIES	3,369	3,100	<b>4,100</b>	3,550	1,000		
PROGRAM EXPENSES	14,427	16,750	<b>15,550</b>	18,200	(1,200)		
MEETINGS, CONFERENCES, TRAINING	778	800	<b>800</b>	1,000	--		
FUEL / TRANSPORTATION COSTS	112	700	<b>700</b>	800	--		
CONTRACTED SERVICES	51	300	<b>300</b>	300	--		
MARKETING & PROMOTION	4,700	9,650	<b>13,650</b>	9,750	4,000	41%	(5)
EQUIP REPAIRS & MAINTENANCE	1,139	3,450	<b>3,250</b>	3,950	(200)		
MAINTENANCE CONTRACTS	--	2,000	<b>200</b>	2,500	(1,800)		
	<u>131,080</u>	<u>146,810</u>	<u><b>183,333</b></u>	<u>187,004</u>	<u>36,523</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>98,960</u>	<u>120,080</u>	<u><b>152,453</b></u>	<u>161,624</u>	<u>32,373</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	7,500	6,000	--	--	(6,000)	100%	(6)
	<u>7,500</u>	<u>6,000</u>	<u>--</u>	<u>--</u>	<u>(6,000)</u>		
	<u>106,460</u>	<u>126,080</u>	<u><b>152,453</b></u>	<u>161,624</u>	<u>26,373</u>		

**EXPLANATION OF CHANGE:**

- (1) Decrease in Young Canada Works Funding
- (2) Add signs rent for special events
- (3) Donations for the Cheese Plaque
- (4) Allocation of the wages of Economic Development staff when working on museum special events
- (5) Add new contract position to catalog museum collection
- (6) Moved to facility budget

**INCLUDES DEPARTMENTS:**

- 6010-4000
- 6200-4000
- 6200-6810

**Town of Ingersoll  
2016 Draft Budget  
January 13, 2016**

DEPARTMENT: ECONOMIC DEVELOPMENT	YTD Actual	Budget		Projection	Change 2015 to 2016		
	2015	2015	2016	2017	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>							
GRANTS / SUBSIDIES / REBATES	(12,035)	(1,500)	<b>(5,000)</b>	(5,000)	(3,500)	233%	(1)
	<u>(12,385)</u>	<u>(1,500)</u>	<u><b>(5,000)</b></u>	<u>(5,000)</u>	<u>(3,500)</u>		
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	190,634	189,332	<b>179,760</b>	181,400	(9,572)	5%	(2)
ADMINISTRATIVE EXPENSE	9	4,200	<b>1,600</b>	1,700	(2,600)	62%	(3)
OPERATING EXPENSE	117	200	<b>200</b>	200	--		
COMMUNICATIONS	1,472	2,000	<b>2,000</b>	2,200	--		
PROGRAM EXPENSES	10,758	14,500	<b>13,800</b>	15,800	(700)		
MEETINGS, CONFERENCES, TRAINING	10,795	10,750	<b>4,250</b>	5,250	(6,500)	60%	(4)
FUEL / TRANSPORTATION COSTS	2,027	1,650	<b>4,320</b>	4,320	2,670	162%	(5)
PROFESSIONAL FEES	61	5,750	<b>5,000</b>	10,750	(750)		
MARKETING & PROMOTION	20,193	29,000	<b>29,000</b>	30,500	--		
	<u>236,065</u>	<u>257,382</u>	<u><b>239,930</b></u>	<u>252,120</u>	<u>(17,452)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>223,680</u>	<u>255,882</u>	<u><b>234,930</b></u>	<u>247,120</u>	<u>(20,952)</u>		
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	--	--	<b>25,000</b>	--	25,000		(6)
	<u>--</u>	<u>--</u>	<u><b>25,000</b></u>	<u>--</u>	<u>25,000</u>		
	<u>223,680</u>	<u>255,882</u>	<u><b>259,930</b></u>	<u>247,120</u>	<u>4,048</u>		

**EXPLANATION OF CHANGE:**

- (1) Anticipated increase in SOMA subsidy
- (2) Allocation of the wages of Economic Development staff when working on museum special events
- (3) Reduction in courier charges to send out 2016 Tourism Guide
- (4) Trip in Japan in 2015, no for 2016
- (5) Increase in travel and mileage costs
- (6) To fund 401 Sign capital project

**INCLUDES DEPARTMENTS:**

7000-4000

**Town of Ingersoll**  
**2016 Draft Budget**  
**Reserve and Reserve Fund Continuity**  
**January 13, 2016**

	Opening Balance	Transfer In	Transfer Out	Income	Ending Balance
<b><u>RESERVES</u></b>					
WORKING FUNDS	192,278				192,278
CURRENT PURPOSES	300,998	190,000	97,500		393,498
CAPITAL PURPOSES	3,803,105	2,715,560	2,748,000		3,770,665
	4,296,382	2,905,560	2,845,500	--	4,356,442
<b><u>RESERVE FUNDS</u></b>					
DISCRETIONARY	405,767	12,500	10,000	6,086	414,353
OBLIGATORY	1,828,335		521,848	669,862	1,976,349
	2,234,102	12,500	531,848	675,948	2,390,702
TOTAL	6,530,483	2,918,060	3,377,348	675,948	6,747,143

**SOURCE OF TRANSACTIONS**

OPERATING	2,918,060	122,896
CAPITAL		3,254,452
	2,918,060	3,377,348



**Town of Ingersoll  
2016 Draft Budget  
Reserve Fund Continuity Detail  
January 13, 2016**

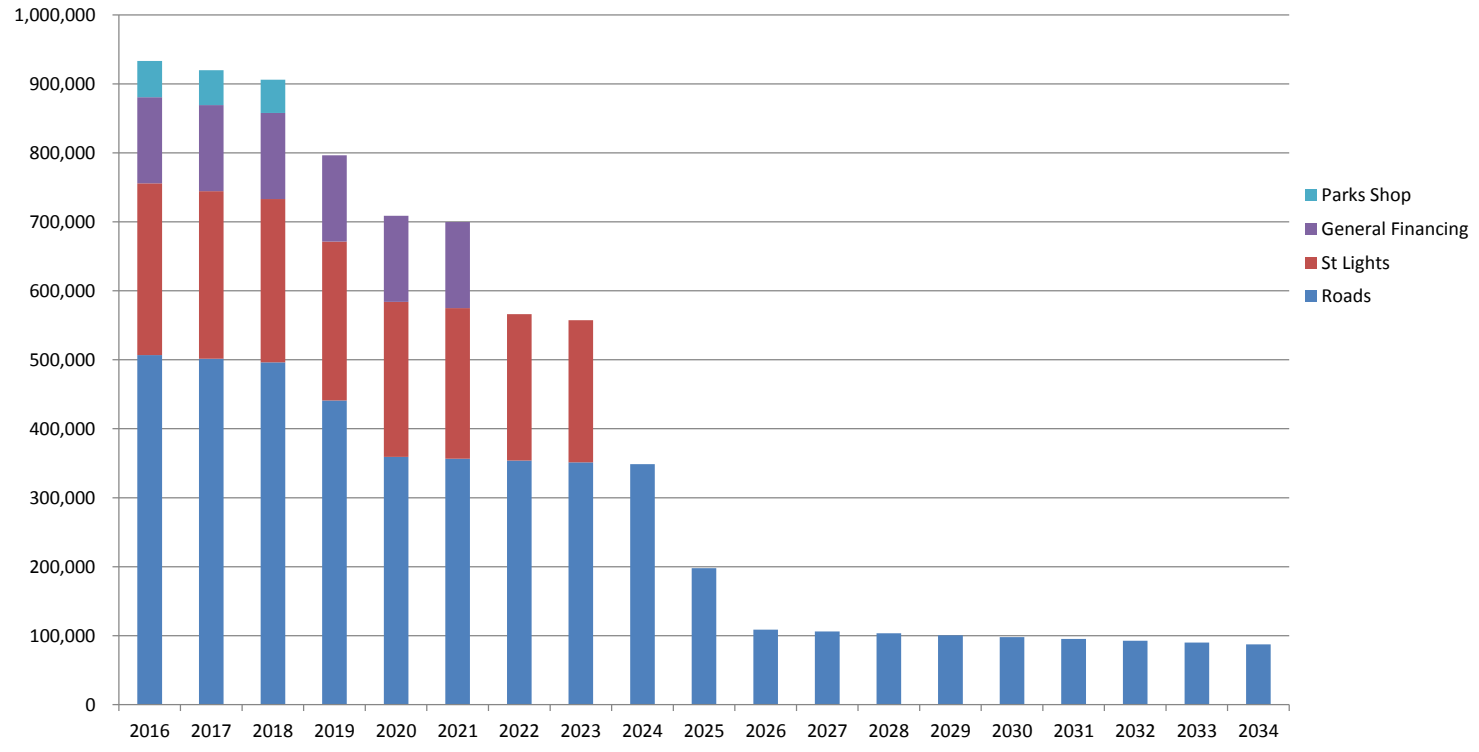
<u>Reserve Funds</u>	2015 Ending Balance	Transfers In	Interest	Budgeted Transfers Out	2016 Ending Balance
00950 Sick Leave	64,013	11,500	960	\$ 10,000	66,473
00953 Industrial Land	341,754	1,000	5,126		347,880
<b>Discretionary Reserve Funds</b>	405,767	12,500	6,086	10,000	414,353
		<b>Collected</b>			
Federal Gas Tax	520,688	360,738	7,810	450,000	439,236
Prov Dedicated Gas Tax for Transportation	639,378	48,700	9,591		697,669
00955 Cash-In-Lieu of Parkland	5,827	47,000	87	47,000	5,914
00963 Development Charges (Fire Services)	17,698	8,000	265		25,963
00970 Development Charges (Roads/Related)	180,673	120,000	2,710	24,848	278,535
00975 Development Charges (Parks & Rec)	369,493	44,000	5,542		419,035
00960 Development Charges (Admin)	57,818	9,600	867		68,285
00965 Development Charges (Police)	6,776		102		6,878
00967 Development Charges (PW Fleet/Bldg)	26,484		397		26,881
00977 Development Charges (Stormwater)	3,500	4,400	53		7,953
<b>Obligatory Reserve Fund</b>	1,828,335	642,438	27,424	521,848	1,976,349
<b>Total</b>	2,234,102	654,938	33,510	531,848	2,390,702

**Town of Ingersoll**  
**2016 Draft Budget**  
**Reserve Continuity Detail**  
January 13, 2016

Account #	Reserve	2015 Ending Balance	Budget		2016 Ending Balance
			Transfers In	Transfers Out	
<b>General Administration</b>					
	Unfinanced Capital	(2,166,328)	1300-4000-98950	150,000	(2,016,328)
01-0000-2500-00801	Reserves - Working Capital	192,278			192,278
01-0000-2500-00802	Reserves - Legal Fees	197,762			197,762
01-0000-2500-00804	Reserves - Admin Equip/Programming	65,636			65,636
01-0000-2500-00807	Reserves - Finance	2,078,022	0100-4000-98950	5,000	2,083,022
01-0000-2500-00809	Reserves - Oxford N Parking Lot Paving Lane	35,929			35,929
01-0000-2500-00810	Reserves - Clerk's Operational	36,343			36,343
01-0000-2500-00813	Reserves - Capital Contingency	624,252			624,252
01-0000-2500-00814	Reserves - Election	32,882	1000-4000-98950	10,000	42,882
01-0000-2500-00811	Reserves - Health Recruitment	12,500			12,500
01-0000-2500-00816	Reserves - Administration Facility	94,598	2000-4030-98950	55,000	51,598
01-0000-2500-00817	Reserves - Public Buildings - General	152,344	2000-4020-98950	40,000	137,344
01-0000-2500-00825	Reserves - Economic Development	27,721		50,000 capital	2,721
01-0000-2500-00815	Reserves - Building Inspection	9,710	3400-4000-98950		9,710
01-0000-2500-00833	Reserves - I.T. Hardware	77,377	1002-4000-98950	27,000	29,377
01-0000-2500-00803	Reserves - Fire	335,223	3000-4000-98950	176,000	461,223
01-0000-2500-00808	Reserves - Police Services Board	1,467			1,467
01-0000-2500-00850	Reserves - Police Facility	65,700	3200-4100-98950	15,350	56,050
<b>Museum</b>					
01-0000-2500-00806	Reserves - Museum	219,712	6200-4000-98950	10,000	149,712
				65,000 capital	
				15,000 capital	
01-0000-2500-00821	Reserves - Museum Artifact Donations	1,100			1,100
01-0000-2500-00844	Reserves - Sports Hall of Fame	10,244			10,244
<b>Public Works/Engineering</b>					
01-0000-2500-00818	Reserves - PW Machinery / Equip	567,507	4500-4230-98950	230,000	577,507
			4500-4000-98950	225,000	
			4000-4230-98950	5,000	
01-0000-2500-00819	Reserves - Replacement Trees	5,283		2,500	2,783
01-0000-2500-00820	Reserves - Engineering - Misc. Projects	984,018	4000-4000-98950	1,617,000	619,018
				1,025,000 capital	
				450,000 capital	
				285,000 capital	
				60,000 capital	
				27,000 capital	
				20,000 capital	
				4,000 capital	
				6,000 capital	
				10,000 capital	
				95,000 01-4500-4130-01950	
<b>Parks &amp; Recreation</b>					
01-0000-2500-00824	Reserves - Ice Fee Increase	417,780	5000-6020-98950	19,210	596,990
			5000-6020-98950	250,000	
01-0000-2500-00826	Reserves - Parks Trails	25,687	5000-6050-98950	15,000	40,687
01-0000-2500-00831	Reserves - Squash Club	327			327
01-0000-2500-00838	Reserves - Parks Equipment	10,489	5000-6050-98950	35,000	10,489
01-0000-2500-00840	Reserves - Parks Facilities	69,704	5000-6020-98950	92,500	150,204
			5000-6020-98950	8,000	
			5000-6020-98950	40,000	
			5000-6050-98950	40,000	
01-0000-2500-00842	Reserves - Parks VPCC Facility	16,250	5100-4100-98950	40,000	38,250
01-0000-2500-00843	Reserves - Parks - Dog Park	5,000		18,000 capital	5,000
01-0000-2500-00845	Reserves - New Fitness Equipment	3,174	5100-6070-98950	10,000	13,174
01-0000-2500-00846	Reserves - Fusion Technology Replacement	27,500	5200-6170-98950	2,500	30,000
01-0000-2500-00848	Reserves - Recreation Admin - Future Use	59,192	5000-4000-98950	15,500	87,192
			0100-4000-98950	12,500	
		4,296,382	2,905,560	2,845,500	4,356,442
working		192,278	0	0	192,278
current		300,998	190,000	52,500	438,498
capital		3,803,105	2,715,560	2,793,000	3,725,665
		<u>4,296,382</u>	<u>2,905,560</u>	<u>2,845,500</u>	<u>4,356,442</u>

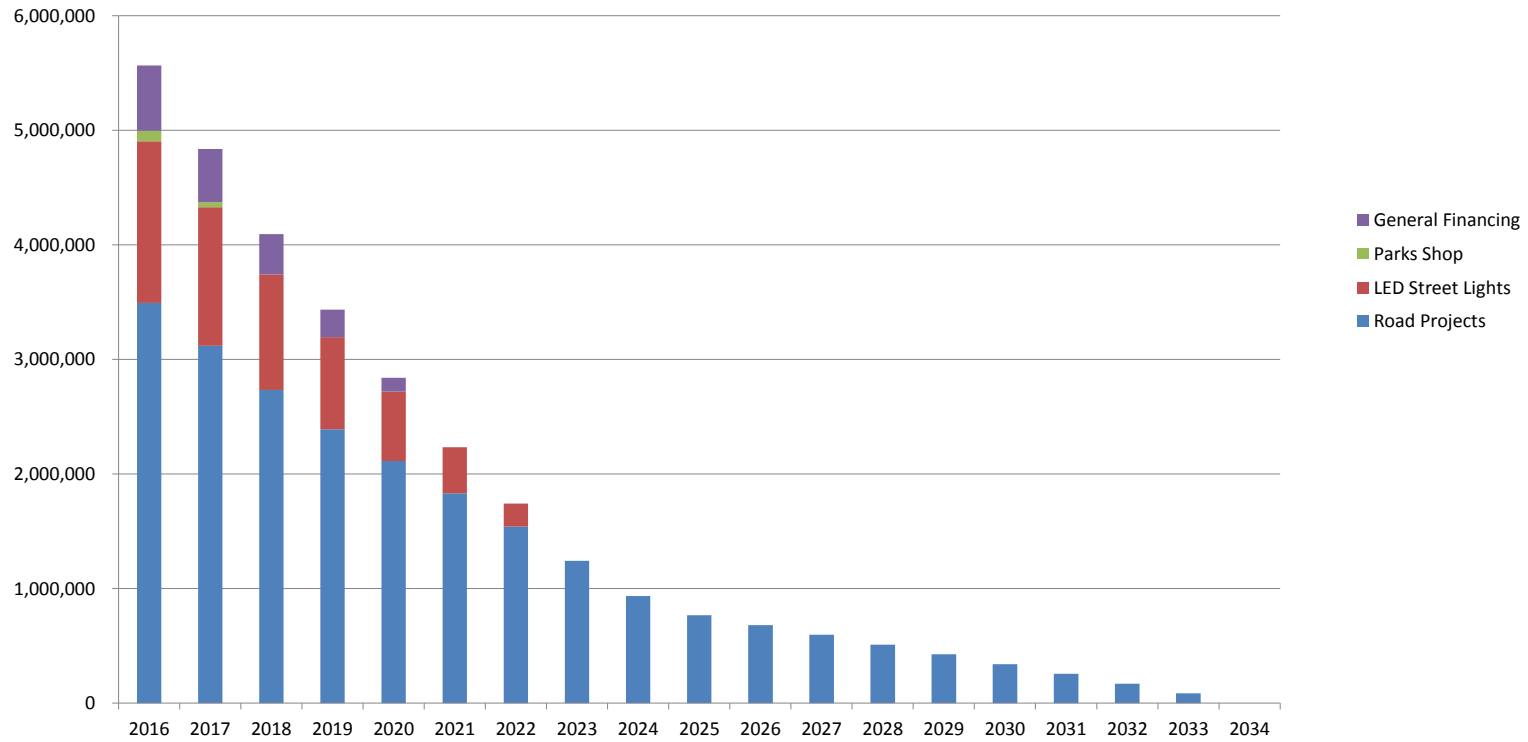
Town of Ingersoll  
Draft Budget 2016  
January 13, 2016

Town of Ingersoll  
Existing Debt



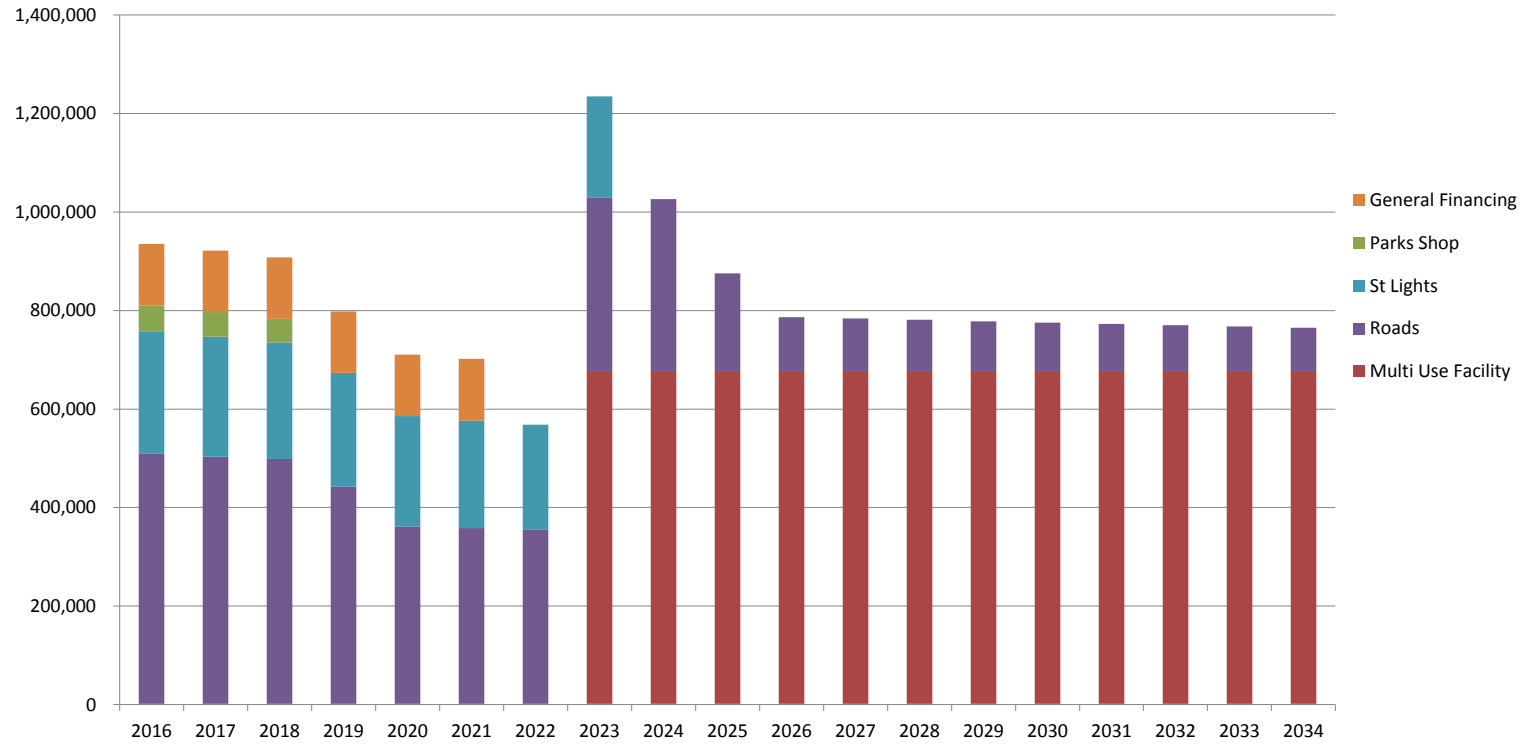
Town of Ingersoll  
Draft Budget 2016  
January 13, 2016

Town of Ingersoll  
2016 and Prior Debt  
Debt Outstanding at End of Year



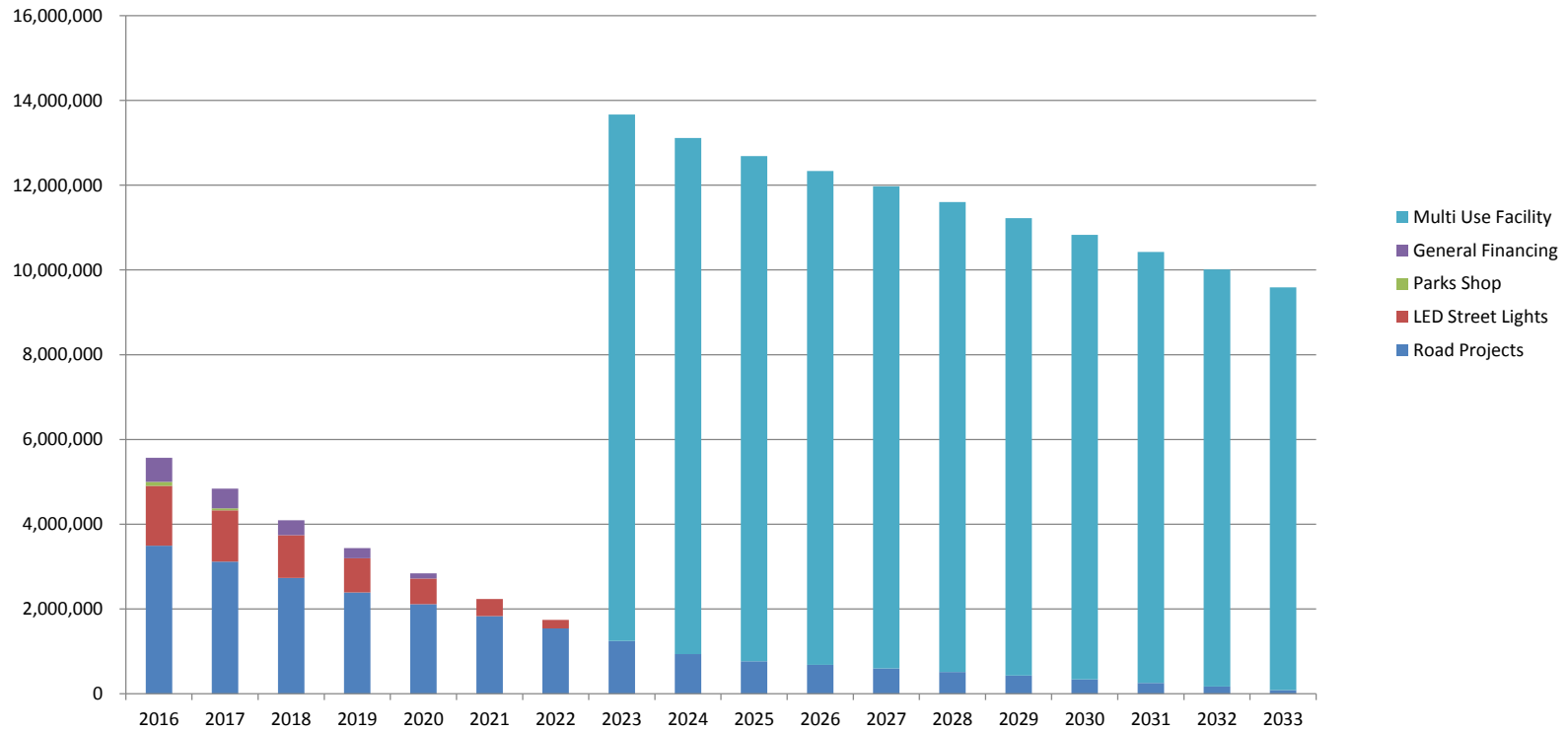
Town of Ingersoll  
 Draft Budget 2016  
 January 13, 2016

Town of Ingersoll  
 Existing Debt includes New Debt for Multi Use Facility (\$12,425,000, 30 Yr Term)



Town of Ingersoll  
Draft Budget 2016  
January 13, 2016

Town of Ingersoll  
2016 and Prior Debt includes New 30 Yr Debt for Multi Use Facility (\$12, 425,00, 30 Yr Term)  
Debt Outstanding at End of Year



## 2016 Grants to Organizations Requests

**As of December 9th, 2015**

ORGANIZATION	AMOUNT REQUESTED IN 2014	AMOUNT GRANTED IN 2014	AMOUNT REQUESTED IN 2015	AMOUNT GRANTED IN 2015	AMOUNT BEING REQUESTED IN 2016
Big Brothers Big Sisters of Ingersoll, Tburg & Area	\$5,000	\$4,000	\$5,000	\$4,000	\$5,000
Canterbury Folk Festival	\$12,000	\$11,000	\$12,000	\$11,000	\$12,000
St. Jude's Catholic School	\$0	\$0	Fence	\$0	
Ingersoll Creative Arts Centre	\$2,500	\$2,500	\$2,500	\$0	\$20,000
Ingersoll Fire & Emergency Services	\$15,000 in 2013	\$0	\$10,000	\$5,000	
Ingersoll LawnBowl Club	\$0	\$0	\$0	\$0	\$1,518
Ingersoll Lions Club (Municipal Portion of Taxes)	\$2,000	\$2,070	\$2,070	\$2,070	\$2,100
Ingersoll Masonic Temple Corp. (Mun. Portion of Taxes)	\$2,305	\$2,305	\$2,305	\$2,305	\$2,325
Ingersoll Pipe Band <b>***\$1000/year but missed 2014</b>	\$0	\$0	\$2,000	\$2,000	\$1,000
Ingersoll Public Library Advisory Committee	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Operation Sharing - Food for Friends	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Rotary Club (Christmas Club)	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Oxford Creative Connections - Hall Creek Art Festival	\$0	\$0	\$3,000	\$3,000	
The Lunch Bunch	\$0	\$0	\$5,000	\$0	
YFC/ Youth Unlimited Upper Deck Ingersoll	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
Rotary Club (Smith Pond)	\$0	\$0	\$5,000	\$0	
Ingersoll Block Parents	\$2,500	\$1,500	\$2,500	\$1,500	\$1,500
Oxford County Museum School	\$0	\$0	\$5,000	\$0	
Royal Canadian Legion - Branch 119 (Mun. Portion of Taxes)	\$3,310	\$3,310	\$3,310	\$3,310	\$3,340
Ingersoll District Collegiate Institute Girls Volleyball Championships	\$0	\$0	\$500	\$500	
Ingersoll Curling Club - Ontario Men's Tankard (luncheon)	\$10,000	\$10,000	\$2,000	\$2,000	
Alexandra Hospital Ingersoll - Boiler Project	\$0	\$0	\$300,000	\$0	
<b>Total:</b>	<b>\$60,615</b>	<b>\$57,685</b>	<b>\$366,185</b>	<b>\$57,685</b>	<b>\$69,783</b>

Equals Municipal Portion of Taxes

**TOWN OF INGERSOLL**  
**2016 DRAFT CAPITAL FORECAST**  
**January 13, 2016 DRAFT**  
**\$,000**

PROJECT	Dept	TOTAL	Levy		Res Fund	Grants	County
			Trf Reserves	Reserve			
CityWide Software (AMP and PSAB)	Treasury	38			38		
Hardware Upgrades	IT	75		75			
Chief's Car	Fire	50		50			
Fire Burn Building	Fire	10				10	
Town Centre Building Automation System	Bldgs	80		40			40
Town Centre Water Boiler Replacement	Bldgs	50	25				25
Town Centre Backflow Preventer Installation	Bldgs	15		8			8
Town Centre Window Replacement	Bldgs	64				32	32
Town Centre Building Curbing	Bldgs	20	10				10
OPP & Fire Hall flooring replacement	Bldgs	65		50			15
Town Centre Hot Water Boiler Stack & Stack Chimney	Bldgs	15	15				
Parking lot Fire hall-pavement replacement	Bldgs	30	20	10			
Pavement Preservation Program	Eng	482			412	70	
Tunis St Project	Eng	1,760	1310	450			
Sutherland Creek Flood Mitigation	Eng	60		60			
North Town Line E (Pemberton to Mutual)	Eng	27	27				
N Town Line W (Thames to Shelton Drive)	Eng	20	20				
Dufferin St Reconstruction (Oxford St to West End)	Eng	4	4				
Oxford Street Parking Lot/Market Lane	Eng	6	6				
STREET LIGHT REPLACEMENT	Eng	10		10			
REPLACE TRUCK #3	PW	225		225			
Grading/Drainage - Arena Rear Property	Parks&Rec	20		20			
Park Land Acquisition	Parks&Rec	47			47		
Multi Use Facility Needs Study / Conceptual Drawings	Parks&Rec	90		90			
Reconstruction of Sports Fields - Garnet Elliott	Parks&Rec	60	40			20	
Replace 1999 Dodge Truck	Parks&Rec	35	35				
VPCC Repair Retaining Wall - Rear Entrance	Parks&Rec	9		9			
VPCC Replace Floor Machine	Parks&Rec	9		9			
Relocation of Kirwin Barn	Museum	65		65			
HVAC Replacement / Upgrades	Museum	10		5		5	
INTERPREATIVE CENTRE Survey of lands	Museum	10		10			
Town Entrance Signs	Ec Dev	50	25	25			
<b>TOTAL CAPITAL PROJECTS</b>		<b>\$ 3,511</b>	<b>\$ 1,537</b>	<b>\$ 1,211</b>	<b>\$ 497</b>	<b>\$ 137</b>	<b>\$ 130</b>





**TOWN OF INGERSOLL**  
**10 YEAR DRAFT CAPITAL FORECAST - 2016 TO 2025**  
 January 13th , 2016 DRAFT  
 \$,000

Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2016 & On	10 YEAR CAPITAL FORECAST COSTS										
						2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
	George St MP (Cathcart St St to NTL)	Gas Tax	Efficiency / Cost Savings	High	75	75										
	Samnah Cresc MP	Gas Tax	Efficiency / Cost Savings	High	191	191										
	Cherry St MP (Carrol St to Harris St)	Gas Tax	Efficiency / Cost Savings	Medium	41	41										
		OCIF Grant			70	70										
	Earl Street MP (Frances to End)	Gas Tax	Efficiency / Cost Savings	Low	17	17										
	King St FDR (Harris to Town Limit)	OCIF Grant			70		70									
		Gas Tax			120		120									
	Frances St MP (Merrit to Wonham)	Gas Tax			17		17									
	Mutual St MP (CNR Tracks to King Solomon)	OCIF Grant			70											
		Gas Tax			50											
	Concession St MP (Wellington to Park)	Gas Tax			30											
	Alma St FDR (Thames to George)	Gas Tax			70											
	Oakwood St FDR (Tracks to Thomas)	Gas Tax			75											
	Charles Street West MP (Thames St S to Avonlea)	Gas Tax			80					80						
	Charles St E Mill & Pave (Thames to Harris)	OCIF Grant			70					70						
		Gas Tax			160					160						
	Janes Road MP (Pemberton St to Mutual St)	Gas Tax			100					100						
	Church St MP (King St to Charles St)	Gas Tax			25					25						
	Canterbury St FDR (Harris to Wellington)	Gas Tax			290					290						
	Furgusson Ave MP (Centre to Princess Park)	Gas Tax			225					225						
	NTL MP (Thames St to George St)	Gas Tax			70					70						
	Annual Program - Projects to be Determined	Gas Tax			1,500											
		OCIF Grant			350						300	300	300	300	300	
											70	70	70	70	70	
3252	Holcroft St Topcoat	Gas Tax	Mandatory	High	88	88										
3228	Tunis St Reconstruction	Eng Misc Projects	Critical	High	1,025	1,025										
		Gas Tax			85											
3255	Etna/Centre/Martha St Reconstruction	Eng Misc Projects	Critical	High	450	450										
		Gas Tax			35											
3271	Concession St. (Wellington to Centre)	Eng Misc Projects	Critical	High	285	285										
		Gas Tax			20											
3272	Sutherland Creek Flood Mitigation (Victoria St. & Wonham St. Culvert Replacements)	Eng Misc Projects	Mandatory	High	60	60										
		SCF Grant														
		Eng Misc Projects			625		1,330									
							625									
3264	Brickwood Boulevard and Maple Lane Topcoat	Gas Tax			50											
3266	Clark Road West Topcoat	Gas Tax			40											
3267	Old Whiting Reconstruction	Gas Tax			21											
3268	Culloden Road Topcoat (297 Whiting to Clark)	Gas Tax			92											
3262	Whiting Street Topcoat (Hol to 297 Whiting)	Gas Tax			46											
3261	Catherine Street Reconstruction(less culvert)	Gas Tax			60											
3256	North Town Line E (Pemberton to Mutual)	Eng Misc Projects	Critical	High	562	27	535									
		Gas Tax			35											
3273	Replace Hall's Creek Culvert @ Centennial Park Lane	Eng Misc Projects			330											
3258	N Town Line W (Thames to Shelton Drive)	Eng Misc Projects	Critical	High	565	20	40	505								
		Gas Tax			60											
3275	Dufferin St Reconstruction (Oxford St to West End)	Eng Misc Projects	Critical	Medium	122	4	6	112								
		Gas Tax			6											
TBD	Merrit St Reconstruction (King to Charles)	Eng Misc Projects			250											
TBD	Pemberton St. over Thames River Bridge Rehabilitation	Eng Misc Projects			645		15	630								
	Oxford Street Parking Lot/Market Lane	Eng Misc Projects	Critical	Medium	162	6	6	150								
		Gas Tax			14											
	Mutual St over Thames River Bridge Rehabilitation	Eng Misc Projects			365			15	350							
	Canterbury St over Hall's Creek Culvert Rehabilitation	Eng Misc Projects			140				140							
3257	William St Reconstruction	Eng Misc Projects			769			50	719							
		Gas Tax			60											
TBD	George St (William to Cathcart)	Eng Misc Projects			559			20	539							
		Gas Tax			51											
TBD	George St (Carnegie to Catherine)	Eng Misc Projects			203			10	193							
		Gas Tax			20											
TBD	Haines St Reconstruction	Eng Misc Projects			109		4	6	99							
		DC Reserve Fund			50				50							
		Gas Tax			6											
TBD	Caffyn St Reconstruction (Cross to Cedar)	Eng Misc Projects			130				130							







**TOWN OF INGERSOLL**  
**10 YEAR DRAFT CAPITAL FORECAST - 2016 TO 2025**  
**January 13th , 2016 DRAFT**  
**\$,000**

Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2016 & On	10 YEAR CAPITAL FORECAST COSTS									
						2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
		Police Reserve	r		90	25	--	--	25	--	40	--	--	--	--
		Public Bldg Reserve	r		328	55	142	61	10	--	40	--	--	20	--
		PW Equip	r		3,115	225	268	546	246	197	461	345	357	245	225
		Rec Admin	r		40	--	15	25	--	--	--	--	--	--	--
		Ice Fee Reserve	r		2,370	90	50	--	--	--	--	--	2,230	--	--
		VPCC Fac	r		282	18	75	75	--	--	--	--	--	114	--
		Fusion Tech	r		30	--	--	15	--	15	--	--	--	--	--
		Trail Reserve	r		150	--	60	--	--	--	90	--	--	--	--
		TBA			7,300	--	--	--	--	--	--	--	7,300	--	--
					<b>45,857</b>	<b>3,511</b>	<b>4,354</b>	<b>3,709</b>	<b>3,686</b>	<b>3,001</b>	<b>3,277</b>	<b>4,120</b>	<b>17,064</b>	<b>2,545</b>	<b>1,920</b>
Reserve - Discretionary					R	2,748	2,391	2,603	3,192	2,276	2,422	3,705	4,205	1,776	1,550
Reserve Fund					RF	497	446	365	409	725	785	345	326	699	300
Other						267	1,517	741	85	-	70	70	12,533	70	70

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**Reserves and Reserve Funds with a Capital Component**

**Reserves**

**IT Reserve 2500-00833**

open begin of year	77	29	31	58	85	97	124	151	178	205
transfer in	27	27	27	27	27	27	27	27	27	27
transfer out	(75)	(25)	--	--	(15)	--	--	--	--	--
close end of year	29	31	58	85	97	124	151	178	205	232

**Economic Dev Reserve 2500-00825**

open begin of year	28	3	13	23	33	(5)	5	15	25	35
transfer in	25	10	10	10	12	10	10	10	10	10
transfer out	(50)	--	--	--	(50)	--	--	--	--	--
close end of year	3	13	23	33	(5)	5	15	25	35	45

**Parks Fac Reserve 2500-00840**

open begin of year	70	150	35	170	54	54	167	287	437	587
transfer in	141	140	300	300	150	150	150	150	150	150
transfer out	(60)	(255)	(165)	(416)	(150)	(37)	(30)	--	--	--
close end of year	150	35	170	54	54	167	287	437	587	737

**Parks Trails Reserve 2500-00826**

open begin of year	26	41	1	26	51	76	11	36	61	86
transfer in	15	20	25	25	25	25	25	25	25	25
transfer out	--	(60)	--	--	--	(90)	--	--	--	--
close end of year	41	1	26	51	76	11	36	61	86	111

**Fire Reserve 2500-00803**

open begin of year	335	461	637	795	971	1,097	1,273	249	407	583
transfer in	176	176	176	176	176	176	176	176	176	177
transfer out	(50)	--	(18)	--	(50)	--	(1,200)	(18)	--	--
close end of year	461	637	795	971	1,097	1,273	249	407	583	760

**130 Oxford Facility Reserve 2500-00816**

open begin of year	95	52	92	128	149	185	221	257	255	281
transfer in	55	40	36	36	36	36	36	36	36	36
transfer out	(98)	--	--	(15)	--	--	--	(38)	(10)	--
close end of year	52	92	128	149	185	221	257	255	281	317

**TOWN OF INGERSOLL**  
**10 YEAR DRAFT CAPITAL FORECAST - 2016 TO 2025**  
**January 13th , 2016 DRAFT**  
**\$,000**

Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2016 & On	10 YEAR CAPITAL FORECAST COSTS									
						2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
	<b>Public Bldg Reserve 2500-00817</b>														
	open begin of year					152	137	61	40	60	90	80	110	140	150
	transfer in					40	66	40	30	30	30	30	30	30	30
	transfer out					(55)	(142)	(61)	(10)	--	(40)	--	--	(20)	--
	close end of year					137	61	40	60	90	80	110	140	150	180
	<b>Police Facility Reserve 2500-0850</b>														
	open begin of year					66	56	63	70	52	59	26	33	40	47
	transfer in					15	7	7	7	7	7	7	7	7	8
	transfer out					(25)	--	--	(25)	--	(40)	--	--	--	--
	close end of year					56	63	70	52	59	26	33	40	47	55
						In 01-1500 there was a transfer to capital to offset what was identified as "from the Levy" in Capital.									
	<b>Eng Misc Projects 2500-00820</b>														
	open begin of year					985	715	1,105	1,745	1,523	1,982	2,622	2,886	3,708	4,748
	transfer in					1,367	1,281	1,498	1,498	1,498	1,634	1,634	1,634	1,634	1,635
	2% levy increase					250	500	750	750	750	750	750	750	750	750
	transfer out					(1,887)	(1,391)	(1,608)	(2,470)	(1,789)	(1,744)	(2,120)	(1,562)	(1,344)	(1,325)
	close end of year					715	1,105	1,745	1,523	1,982	2,622	2,886	3,708	4,748	5,808
	<b>PW Equip 2500-00818</b>														
	open begin of year					568	573	555	259	273	346	165	120	63	138
	transfer in					230	250	250	260	270	280	300	300	320	320
	transfer out					(225)	(268)	(546)	(246)	(197)	(461)	(345)	(357)	(245)	(225)
	close end of year					573	555	259	273	346	165	120	63	138	233
	<b>Ice Fee Reserve 2500-00824</b>														
	open begin of year					418	597	816	985	1,154	1,423	1,692	1,961	(0)	269
	2% levy increase					250	250	150	150	250	250	250	250	250	250
	transfer in					19	19	19	19	19	19	19	19	19	19
	transfer out					(90)	(50)	--	--	--	--	--	(2,230)	--	--
	close end of year					597	816	985	1,154	1,423	1,692	1,961	(0)	269	538
	<b>Museum Reserve 2500-00806</b>														
	open begin of year					219	149	159	79	89	99	109	119	129	139
	transfer in					10	10	10	10	10	10	10	10	10	10
	transfer out					(80)	--	(90)	--	--	--	--	--	--	--
	close end of year					149	159	79	89	99	109	119	129	139	149
	<b>Capital Contingency 2500-00813</b>														
	open begin of year					624	624	624	624	624	624	624	624	624	624
	transfer in					--	--	--	--	--	--	--	--	--	--
	transfer out					--	--	--	--	--	--	--	--	--	--
	close end of year					624	624	624	624	624	624	624	624	624	624
	<b>Recreation Admin 2500-00848</b>														
	open begin of year					67	83	78	68	83	98	113	128	143	158
	transfer in					16	10	15	15	15	15	15	15	15	15
	transfer out					--	(15)	(25)	--	--	--	--	--	--	--
	close end of year					83	78	68	83	98	113	128	143	158	173
	<b>Fitness Equipment 2500-00845</b>														
	open begin of year					3	13	5	17	17	17	17	17	27	(6)
	transfer in					10	12	12	10	10	10	10	10	10	11
	transfer out					--	(20)	--	(10)	(10)	(10)	(10)	--	(43)	--
	close end of year					13	5	17	17	17	17	17	27	(6)	5

**TOWN OF INGERSOLL**  
**10 YEAR DRAFT CAPITAL FORECAST - 2016 TO 2025**  
**January 13th , 2016 DRAFT**  
**\$,000**

Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2016 & On	10 YEAR CAPITAL FORECAST COSTS									
						2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b>Parks Equipment 2500-00838</b>															
	open begin of year					10	10	--	35	55	75	95	115	135	155
	transfer in					35	80	35	20	20	20	20	20	20	20
	transfer out					(35)	(90)	--	--	--	--	--	--	--	--
	close end of year					10	--	35	55	75	95	115	135	155	175
<b>VPCC Facility 2500-00842</b>															
	open begin of year					16	38	8	3	73	143	213	283	353	309
	transfer in					40	45	70	70	70	70	70	70	70	70
	transfer out					(18)	(75)	(75)	--	--	--	--	--	(114)	--
	close end of year					38	8	3	73	143	213	283	353	309	379
<b>FUSION, Technology Replacement 2500-00846</b>															
	open begin of year					28	30	33	25	32	24	31	38	45	52
	transfer in					3	3	7	7	7	7	7	7	7	7
	transfer out					--	--	(15)	--	(15)	--	--	--	--	--
	close end of year					30	33	25	32	24	31	38	45	52	59
<b>Reserves Total</b>															
	open begin of year					3,757	3,730	4,282	5,124	5,345	6,459	7,556	7,390	6,724	8,507
	2% levy increase					500	750	900	900	1,000	1,000	1,000	1,000	1,000	1,000
	transfer in					2,221	2,193	2,530	2,513	2,375	2,519	2,539	2,539	2,559	2,563
	transfer out					(2,748)	(2,391)	(2,603)	(3,192)	(2,276)	(2,422)	(3,705)	(4,205)	(1,776)	(1,550)
	close end of year					3,730	4,282	5,109	5,345	6,444	7,556	7,390	6,724	8,507	10,520
<b>Reserve Funds</b>															
<b>Parkland Reserve Fund 20-0000-2700-00955</b>															
	open begin of year					4	4	29	54	79	104	129	154	179	204
	fees collected					47	25	25	25	25	25	25	25	25	26
	transfer out					(47)	--	--	--	--	--	--	--	--	--
	close end of year					4	29	54	79	104	129	154	179	204	230
<b>DC Reserve Fund 20-0000-2700-00963 to 967</b>															
	open begin of year					534	584	634	684	665	715	417	422	472	123
	fees collected					50	50	50	50	50	50	50	50	50	51
	transfer out					--	--	--	(69)	--	(348)	(45)	--	(399)	--
	close end of year					584	634	684	665	715	417	422	472	123	174
<b>Gas Tax 2500-00839</b>															
	open begin of year					524	435	350	346	367	3	(73)	(12)	23	84
	collected					361	361	361	361	361	361	361	361	361	361
	transfer out					(450)	(446)	(365)	(340)	(725)	(437)	(300)	(326)	(300)	(300)
	close end of year					435	350	346	367	3	(73)	(12)	23	84	145
<b>Reserve Funds Total</b>															
	open begin of year					1,062	1,023	1,013	1,084	1,111	822	473	564	674	411
	transfer in					458	436	436	436	436	436	436	436	436	438
	transfer out					(497)	(446)	(365)	(409)	(725)	(785)	(345)	(326)	(699)	(300)
	close end of year					1,023	1,013	1,084	1,111	822	473	564	674	411	549
combined impact +ve (-ve)						(566)	(208)	(2)	(652)	(190)	(252)	(1,075)	(1,556)	520	1,151





**DEPARTMENT:** Parks and Recreation

**REPORT NO:** R-004-16

**COUNCIL MEETING DATE:** January 13, 2016

**TITLE:** Pre-Budget Approval – Ingersoll Connection Magazine – Additional Publications

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### **OBJECTIVE**

To obtain pre-budget approval from Council for the two (2) additional publications of the new Ingersoll Connection magazine at a cost of \$11,350 + HST.

### **BACKGROUND**

On September 14, 2015 Council approved the following resolution at their regular Council Meeting:

**Moved by Councillor Petrie; seconded by Councillor Lesser**

**C15-09-316 THAT** the Council for the Town of Ingersoll receives report Number R-056-15 as information;

**AND FURTHER THAT** Council enters into a partnership with Spot Marketing to be a major stakeholder in the production of a new community magazine that will advertise and promote the programs, services and special events of the Parks and Recreation Department.

On November 6, 2015 the 1<sup>st</sup> issue of the new magazine called “Ingersoll Connection” was distributed to the community. The Parks and Recreation Department has committed to four (4) publications per year with a minimum of 68 pages.

Council has expressed an interest in having two (2) additional issues to be able to promote and advertise Council highlights and other corporate programs, services and special events.

Spot Marketing prepared a pricing proposal for the two additional issues. The publication is based on a 32 page magazine with the Town committing to thirteen (13) pages per issue.

## **ANALYSIS**

If Council decides to financially support the two additional publications the issues are proposed to be distributed to the community the week of April 11 and June 13, 2016.

Spot Marketing would design all the pages and the content would need to be supplied from all Departments of the Corporation.

The content of the magazine could include information on Council Meeting Highlights, Council Strategic Priorities, New By-Laws, 2016 Operating/Capital Budget, New Fees, Capital Road Projects and Timeframes for Construction, Fire Prevention Week & Emergency Preparedness, Museum and BIA Special Events etc.

In order for Spot Marketing to secure the advertising space for the two additional publications they need to start selling their advertisement space as soon as possible. They would like to develop a marketing strategy for all six (6) publications.

## **INTERDEPARTMENTAL IMPLICATIONS**

Individual Departments within the Corporation would have to supply the content information for each issue.

The Director of Parks and Recreation will take a lead role and coordinate the two issues with Spot Marketing.

## **FINANCIAL IMPLICATIONS**

Pricing	13 Pages per Issue (Includes Distribution)	\$4,875
	Design Cost for 13 Pages	<u>\$800.</u>
		\$5,675/per publication
	Two Publications	<b>\$11,350 + HST</b>

## **RECOMMENDATION**

**THAT** the Council for the Town of Ingersoll receives report R-04-16 as information;

**AND FURTHER THAT** Council gives pre-budget approval for the two (2) additional publications of the Ingersoll Connection magazine at a cost of \$11,350, plus HST.

## **ATTACHMENTS**

None

Prepared by: Bonnie Ward, Director Parks & Recreation  
Approved by: William Tigert, Chief Administrative Officer