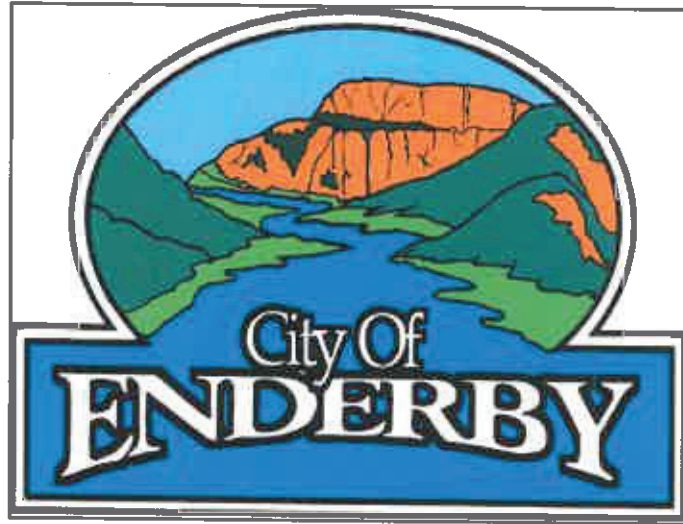


CITY OF ENDERBY



2016 BUDGET

Public Input

**April 18, 2016
4:30 PM**

Council Chambers

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City of Enderby Budget Summary

The budget principles shown here have been developed over several years and help guide the decisions of staff and City Council when preparing the City's annual financial plan. Overall the financial plan proposes a combined increase to taxation and user fees of **0.69%**, or an additional \$12.69 for the average single family home.

1. Financial Plan Message

2016 budget challenges include capital initiatives, aging infrastructure, and higher construction and utility costs. With these challenges, department budgets continue to strive for operational efficiency while balancing the diverse service needs of the public with stewardship of public assets.

2. Service Levels

Each year the operations for each department is reviewed to ensure that the community receives the best value for city services.

3. Rationalize User Fees

User fee adjustments are determined by analyzing cost changes and assessing the community's ability to pay. This criterion is used to limit large fluctuations in any given year. 2016 water user fees have decreased by 5.13% and sewer user fees have increased by 0.14%. This amounts to potential savings of \$19.50 in water user fees for the average single family home and an additional \$0.38 in sewer user fees.

4. Reallocating Existing Resources Where Necessary

Prior to requesting additional funding for new initiatives, departments are required to identify cost savings or resource allocation within their areas to accommodate the new initiatives with existing resources. Realized departmental cost reductions are absorbed corporately to accommodate reallocation of resources for departments should they require funds for new initiatives.

5. Rationalize Taxation Policy

Once service levels are established and quantified, user fees and tax rate bylaws are adopted, the net revenue requirement to balance the budget is collected from property taxation. Tax rates are calculated to financially sustain the City into the future and not to artificially defer ongoing maintenance. The 2016 budget proposes a 1.15% taxation increase which amounts to an additional \$9.18 for the average residential property.

6. Provide a Context for Capital Expenditures

A long-term capital plan, including infrastructure renewal, forms the foundation for capital expenditures in the City. Funding for infrastructure renewal is a challenge faced by all communities. The City will continue to increase the amount put towards infrastructure renewal and will seek grant funding to support new and replacement assets.

7. Public Input

The Public Input meeting will take place Monday, April 18, 2016 during the regular Council meeting. The public is welcome to attend and provide feedback. Written feedback is also welcome and will be presented but must be received by 10:00am on Wednesday, April 13, 2016.

City of Enderby
2016 Taxation/User Fee Impact

Description			2015 Levy/Fees - based on average assessment of \$217,000	Percentage Increase	Dollar Change	Total 2016
General			802.14	1.15%	9.18	811.32
Water-Frontage			241.00	4.98%	12.00	253.00
Sewer-Frontage			238.00	0.42%	1.00	239.00
Water-User			234.00	-5.13%	(12.00)	222.00
Sewer-User			270.68	0.14%	0.38	271.06
Refuse			91.00	2.64%	2.40	93.40
Total General Taxes, Water & Sewer, Refuse & Recycle			1,876.82		12.96	1,890

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1597

A BYLAW OF THE CITY OF ENDERBY RESPECTING THE 2016 – 2020 FINANCIAL PLAN

The Council of the City of Enderby, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as “City of Enderby 2016 – 2020 Financial Plan Bylaw No.1597, 2016”.
2. Schedule “A” attached hereto and made part of the Bylaw is hereby declared to be the 2016 – 2020 Financial Plan of the City of Enderby.
3. Schedule “B” attached hereto and made part of this Bylaw is the Statement of Objectives and Policies for the City of Enderby that support the 2016 – 2020 Financial Plan.
4. Bylaw No. 1569, cited as “City of Enderby 2015 – 2019 Financial Plan Bylaw No. 1569, 2015”, is hereby repealed.

READ a FIRST time this _____ day of April, 2016.

READ a SECOND time this _____ day of April, 2016.

READ a THIRD time this _____ day of April, 2016.

RECONSIDERED and ADOPTED this _____ day of May, 2016.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"

City of Enderby
Consolidated Statement of Operations
Five Year Financial Plan 2016-2020

	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
REVENUES					
Municipal Taxation	1,346,277	1,369,028	1,404,769	1,359,992	1,391,961
Utility Taxes / Grants in Lieu	82,413	84,062	85,743	87,458	89,207
Sale of Services / Other Contributions	348,795	402,811	397,927	385,294	1,308,076
Revenue from own Sources	1,234,167	1,303,551	1,334,716	1,357,472	1,398,530
Grants	610,906	434,700	439,040	443,423	1,950,351
Sewer Revenue	712,122	710,725	722,546	734,591	729,861
Water Revenue	680,589	671,901	663,328	675,051	686,993
Total Revenues	5,015,269	4,976,778	5,048,069	5,043,281	7,554,979
EXPENSES					
General Government Services	761,744	722,715	737,169	751,913	766,951
Protective Services	221,680	205,713	209,828	214,024	218,305
Transportation Services	540,969	551,788	562,824	574,080	585,562
Environmental Health Services	99,116	101,098	103,120	105,182	107,286
Animal Control	28,327	28,893	29,471	30,061	30,662
Cemetery	49,251	50,236	51,241	52,266	53,311
Recreation & Cultural Services	73,366	74,833	76,330	77,857	79,414
Fortune Parks Recreational Services	837,333	854,078	871,160	888,583	906,355
Sewer Expenditures	537,683	528,035	538,596	549,368	560,355
Water Expenditures	520,916	499,001	508,981	519,160	529,544
Fiscal Services	152,882	113,282	100,943	100,943	94,349
Total Expenses	3,823,267	3,729,672	3,789,663	3,863,437	3,932,094
SURPLUS (DEFICIT) FOR THE YEAR	1,192,002	1,247,106	1,258,406	1,179,844	3,622,885
TOTAL CASH FROM OPERATIONS	1,192,002	1,247,106	1,258,406	1,179,844	3,622,885
ADJUST FOR CASH ITEMS					
Capital Asset expenditures	(3,677,752)	(759,150)	(1,975,638)	(1,274,159)	(3,029,172)
Debt Principle repayment	(145,681)	(109,565)	(101,823)	(101,823)	(91,414)
Debt Proceeds	467,000	-	1,448,000	-	167,600
Transfer From Reserves	2,551,558	279,898	272,351	1,129,250	472,331
Transfer to Reserves	(1,019,936)	(870,254)	(901,296)	(933,112)	(1,168,230)
Transfer From Operating Surplus	632,809	211,965	-	-	26,000
TOTAL CASH ADJUSTMENT	(1,192,002)	(1,247,106)	(1,258,406)	(1,179,844)	(3,622,885)
FINANCIAL PLAN BALANCE	-	-	-	-	-

**CITY OF ENDERBY
2016-2020 Financial Plan**

**Statement of Objectives and Policies
Schedule 'B' of Bylaw No. 1597**

In accordance with Section 165(3.1) of the *Community Charter*, the City of Enderby is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*,
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Proportion of Total Revenue From Funding Sources

User fees and charges form the largest portion of planned revenue. These are services that can be measured and charged on a user-pay basis such as water and sewer usage, building permits, business licenses, and sale of services. User fees attempt to apportion the value of a service to those who use the service.

Property Taxation forms the second largest portion of revenue. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis such as fire protection, street maintenance, snow removal, and general administration.

Government Grants form the third largest proportion of planned revenue. These grants are for projects whereby the City of Enderby has received grant approval or is anticipating approval in 2016.

Policies

- The City of Enderby will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.
- Where possible, the City of Enderby will endeavour to supplement revenues from grant funding, and user fees and charges, to lessen the burden on its residential property tax base.

Overview in Preparing the Budget

- The City of Enderby has increased the amount of revenue received from property taxes and user fees by 0.69%.
- User fees and charges have increased by 0.14% for sewer user fees and have decreased by 5.13% for water user fees.

Table 1: Sources of Funding

<i>Funding Source</i>	% of Total Revenue	Dollar Value
<i>Property taxes</i>	15.5 %	\$ 1,346,277
<i>User Fees and charges</i>	17.2 %	1,492,813
<i>Other sources</i>	54.9 %	4,749,640
<i>Proceeds from borrowing</i>	5.4 %	467,000
<i>Government grants</i>	7.0 %	610,906
<i>Total</i>	100.0 %	\$ 8,666,636

Distribution of Property Value Taxes

The residential property class provides the largest proportion of property tax revenue as the class also forms the largest portion of the assessment base.

Objectives

- To equitably distribute the tax burden amongst the property classes.
- To phase in a rate increase for the “utility” class to increase the rate to the maximum permitted by regulation.

Overview in Preparing the Budget

- Wherever possible revenues from user fees and charges were used to help offset the burden on the entire property tax base.
- Wherever possible the City of Enderby applied, and will continue to apply, for grant funding to help offset capital expenditures and infrastructure planning studies.
- To continue to maintain and encourage economic development initiatives designed to attract more retail and commercial businesses to invest in the community.

Table 2: Distribution of Property Tax Rates

Property Class	% Of Total Property Taxation	Dollar Value
Residential (1)	80.01	\$ 1,077,126
Utilities (2)	1.30	17,444
Light Industrial (5)	2.11	28,368
Business and Other (6)	16.53	222,546
Farmland (9)	0.06	793
Total	100.00	\$ 1,346,277

Permissive Tax Exemptions

- The City of Enderby adopted a permissive tax exemption policy in October 2008, which guides the administration and approval of permissive tax exemptions. Some of the eligibility criteria for permissive tax exemptions that are outlined in the policy include the following:
- The tax exemption must demonstrate a benefit to the community and residents of the City of Enderby by enhancing the quality of life (economically, socially and culturally) and delivering services economically within the community.
- The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the City of Enderby.
- Only Non-Profit Organizations who meet the requirements of Part 7, Division 7 – Permissive Exemptions of the *Community Charter* are eligible for grants.

Objective

In conjunction of the development of the Financial Plan, Council will continue to provide permissive tax exemptions to non-profit societies where the value of permissive tax exemptions granted would be approximately 5% of the annual municipal levy.

Operating

	2015 Budget	2015 Actual	2016 Budget	2016 vs 2015 Budget
Property Taxes-General Revenue	99,161	99,161	103,505	4,345
Shuswap River Fire Protection District	69,094	65,169	76,771	7,678
Fire Protection	11,713	15,584	13,097	1,384
Contribution - amortization	0	0	0	0
Transfer from reserves	0	0	0	0
Transfer from surplus			3,306	3,306
Total Revenue	179,967	179,914	196,680	16,713

Expenditures

Protective Services	179,967	169,686	196,680	16,713
Total Operating Expenses	179,967	169,686	196,680	16,713
Capital - Protective Services	0	0	0	0
Amortization	0	0	0	0
Fiscal Services	0	0	0	0
Transfer to Reserves	0	0	0	0
Total Capital Expenses	0	0	0	0
Total Expenditures	179,967	169,686	196,680	16,713
Net Income	0	10,228	0	0

Special Projects

	2015 Budget	2015 Actual	2016 Budget	2016 vs 2015 Budget
	10,000		2,500	-7,500
	10,000		12,500	2,500
				0
				0
				0
			10,000	10,000
Total	20,000	0	25,000	5,000

	20,000		25,000	5,000
Total	20,000	0	25,000	5,000
Total	0	0	0	0
Total	20,000	0	25,000	5,000
	0	0	0	0

Capital Projects

	2015 Budget	2015 Actual	2016 Budget	2016 vs 2015 Budget
	15,045	15,045	15,045	0
	0	0	19,897	19,897
			36,205	36,205
	0	59,350	0	0
	0	0	19,897	19,897
	16,711	16,711	20,228	3,517
Total	31,756	91,106	111,273	79,517

	0	0	76,000	76,000
	0	59,350	0	0
	0	0	0	0
	31,756	31,756	35,273	3,517
Total	31,756	91,106	111,273	79,517
Total	31,756	91,106	111,273	79,517
	0	0	0	0

Revenue

	Operating			Special Projects			Capital Projects		
	2015 Budget	2015 Actual	2016 Budget Budget	2015 Budget	2015 Actual	2015 Budget Budget	2015 Budget	2015 Actual	2015 Budget Budget
	2016 vs 2015			2016 vs 2015			2016 vs 2015		
Revenue from Other Sources	15,743	13,274	15,118						
Conditional Grants	0	0	0						
Property Taxes-General Revenue	13,777	13,777	13,209						
Contribution - amortization	0	0	0						
Transfer from reserves	0	0	0						
Transfer from DCC's	0	0	0						
Transfer from surplus	0	0	0						
Total Revenue	29,520	27,051	28,327	0	0	0	0	0	0

Expenditures

Animal Control	29,520	22,274	28,327						
Total Operating Expenses	29,520	22,274	28,327	0	0	0	0	0	0
Capital - Fortune Parks									
Amortization									
Fiscal Services									
Transfer to Reserves									
Total Capital Expenses	0	0	0	0	0	0	0	0	0
Total Expenditures	29,520	22,274	28,327	0	0	0	0	0	0
Net Income	0	4,777	0						



	Operating			Special Projects			Capital Projects		
	2016 vs 2015			2016 vs 2015			2016 vs 2015		
	2015 Budget	2015 Actual	2016 Budget Budget	2015 Budget	2015 Actual	2016 Budget Budget	2015 Budget	2015 Actual	2016 Budget Budget
Revenue from Other Sources	35,765	36,270	34,811				3,500	3,500	3,500
Conditional Grants	0	0	0						0
Property Taxes-General Revenue	14,913	14,900	14,440						0
Contribution - amortization	0	0	0						0
Transfer from reserves	0	0	0						0
Transfer from DCC's	0	0	0						0
Transfer from surplus	0	0	0						0
Total Revenue	50,677	51,170	49,251	0	0	0	3,500	3,500	3,500
			-1,426						0
Expenditures									
Cemetery	50,677	40,833	49,251				0		0
Total Operating Expenses	50,677	40,833	49,251	0	0	0	0	0	0
Capital - Fortune Parks	0								0
Amortization	0								0
Fiscal Services	0								0
Transfer to Reserves	0						3,500	3,500	0
Total Capital Expenses	0	0	0	0	0	0	3,500	3,500	0
Total Expenditures	50,677	40,833	49,251	0	0	0	3,500	3,500	0
Net Income	0	10,336	0	0	0	0	0	0	0

Revenue

	Operating			2016 vs 2015		Special Projects				Capital Projects			
	2015 Budget	2015 Actual	2016 Budget	Budget		2015 Budget	2015 Actual	2016 Budget		2015 Budget	2015 Actual	2016 Budget	Budget
User Fees		412,774	383,707	-29,067		43,672		70,995		23,157	16,336	23,157	-
Connection Fees		750	750	0									-
Frontage Tax		0	0	0		22,128	12,774	19,605		201,483	212,359	206,282	4,799
Conditional Grants		0	0	0						-	-	-	-
Misc. Revenue		10,391	12,623	-2,766							62,332		-
Transfer from DCC's		0	0	0						-	-	-	-
Transfer from Surplus		0	0	0		42,850		55,000		89,500	-	78,450	(11,050)
Transfer from Reserves		0	0	0						-	-	112,100	112,100
Borrow		0	0	0						-	-	-	-
Contribution - Amortization		0	0	0						-	230,772	-	-
Total Revenue	423,915	473,470	392,082	-31,833		108,650	12,774	145,600		314,140	521,799	419,989	105,849

Expenditures

Sewer Maintenance		52,750	38,157	40,000					
Staff Development		5,500	3,237	3,000					
Administration Fee		41,848	41,848	40,904					
PW Equipment		5,895	5,692	5,590					
Labour and benefits		142,622	119,647	122,438					
Treatment Plant		139,800	150,738	149,000					
Pre-Engineering/Design/Studies		5,000	1,955	5,000					
Sludge Handling		28,000	15,499	23,650					
Annual Upgrades		0	0	0					
Sundry		0	0	0					
Legal/Professional Fees		2,500	0	2,500					
Total Operating Expenses		423,915	376,772	392,082		-	-	-	-
Transfer to Reserves		0	0	0					
Transfer to Reserves - Asset Manage.				0					
Capital		0	0	0					
Amortization									
Debt Servicing		0	0	0					
Total Capital Expenses		0	0	0		314,140	521,800	419,989	105,849
Total Expenditures		423,915	376,772	392,082		314,140	521,800	419,989	105,849
Net Income		0	96,698	0		0	(0)	0	(0)

Revenue

Operating			Special Projects			Capital Projects		
2015 Budget	2015 Actual	2016 Budget	2015 Budget	2015 Actual	2016 Budget	2015 Budget	2015 Actual	2016 Budget
2016 vs 2015 Budget			2016 vs 2015 Budget			2016 vs 2015 Budget		
438,153	495,888	408,874	21,156	2,839	6,756			
825	0	825						
0	0	0	5,844	4,826	24,744	226,197	227,161	230,790
9,100	11,987	8,600						4,593
0	0	0				0	-	-
0	0	0				0	0	0
0	0	0				63,000	13,000	121,000
0	0	39,418	12,650		31,700	262,735	116,081	423,075
0	0	0				0	322,158	0
0	0	0				0	0	0
0	0	0						
448,078	507,875	457,716	39,650	7,665	63,200	551,932	678,400	774,865
Total Revenue		9,638	2016 vs 2015 Budget		23,550	Total Revenue		222,933

Expenditures

Water Maintenance	107,499	89,714	102,500		5,000			
Staff Development	5,500	185	2,500					
Administration Fee	43,106	43,105	45,162					
PW Equipment	36,390	26,082	36,060					
Labour and Benefits	155,683	164,920	165,495					
Treatment Plant	97,900	155,452	104,000	4,000	4,745			
Pre-Engineering/Design/Studies	2,000	10,861	2,000		11,000			
Sundry	0	0	0	25,650	2,920	47,200		
Total Operating Expenses			448,078	490,320	457,716	39,650	7,665	63,200
						2016 vs 2015 Budget	23,550	
Transfer to Reserves	0	0	0					
Transfer to Reserves - Asset Management	0	0	0					
Capital	0	0	0					
Amortization	0	0	0					
Debt Servicing	0	0	0					
Total Capital Expenses			0	0	0	0	0	0
			448,078	490,320	457,716	39,650	7,665	63,200
Total Expenditures						2016 vs 2015 Budget	23,550	
Net Income			0	17,556	0	0	0	0