

TABLE OF CONTENTS

DIVISION	DEPARTMENT	COST CENTER	PAGE
CORPORATE SERVICES	FINANCE UTILITIES	RATE REVENUES	2
		UTILITY ADMINISTRATION	4
DEVELOPMENT SERVICES	ENGINEERING UTILITIES	BOOSTER STATIONS	6
		LIFT STATIONS	8
		MAINTENANCE OPERATIONS	10
		MUNICIPAL PRE-TREATMENT PLANT	12
		PURIFICATION & TREATMENT	15
		SEWAGE LAGOON OPERATIONS	17
		UTILITY ADMIN ENGINEERING	19
		WATER RECLAMATION FACILITY	22
		WATER TREATMENT FACILITY	25
OPERATIONAL SERVICES	OPERATIONS UTILITIES	OPERATIONS BY-LAW UT	28
		DOMESTIC SEWER MAINS	30
		DOMESTIC SEWER SERVICES	32
		HYDRANTS	34
		UTILITY SUPERVISION	36
		WATER MAINS	39
		WATER METERS	41
		WATER SERVICES	43
		WATER VALVES	45

Costing Center Summary

Costing Center: RATE REVENUES

Previous Costing Center: RATE REVENUES

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 5860

Department: FINANCE UTILITIES

Approved: No

Stage: Council Approved

Manager: Val Rochelle 729-2223

Description:

This cost center reflects the revenues generated from water sales to the various classifications of consumers and includes bulk, consumption charges, and the flat meter service charge.

Comments:

The last of the rate changes approved by the PUB took affect effect July 1, 2018. A study will be completed in 2019 to propose new rates for 2019 and onwards. The 2019 budget and 2020 forecast has been prepared using the rates effective July 1, 2018.

Outlook:

Costing Center Summary

Costing Center: RATE REVENUES

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Revenues				
Other Income				
46117 INTEREST ON OVERDUE ACCOUNTS	96,784	96,784	99,849	99,849
Other Income Total	96,784	96,784	99,849	99,849
User Fees and Sales of Goods				
47910 METERED CONSUMPTION Water	10,668,237	10,843,757	10,849,833	10,849,823
47912 METER SERVICE	986,170	1,010,582	999,733	999,733
47940 BULK SALES	66,353	84,623	80,002	80,002
47950 METERED CONSUMPTION Wastewater	7,579,012	7,731,233	8,067,264	8,067,264
User Fees and Sales of Goods Total	19,299,772	19,670,195	19,996,832	19,996,822
	19,396,556	19,766,979	20,096,681	20,096,671
Net Total	19,396,556	19,766,979	20,096,681	20,096,671

Costing Center Summary

Costing Center: UTILITY ADMINISTRATION

Previous Costing Center: UTILITY
ADMINISTRATION

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 6008

Department: FINANCE UTILITIES

Approved: No

Stage: Council Approved

Manager: Val Rochelle 729-2223

Description:

This cost center reflects costs associated with the Water Billing Section of the Finance Department (1 permanent staff plus temporary staff for approximately 3 days each month related to stuffing bills). The other costs are mostly allocations of administrative overhead for Finance, Information Technology and Human Resources.

Comments:

Outlook:

Costing Center Summary

Costing Center: UTILITY ADMINISTRATION

		2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Expenditures					
Benefits					
51122	BOOT ALLOWANCE	0	79	0	0
Benefits Total		0	79	0	0
Contract Services					
52015	CONTRACTS	3,520	3,651	5,521	5,610
52020	PROFESSIONAL FEES	0	0	0	0
52069	PRINTING COSTS	500	0	0	0
52387	BANK PROCESSING FEES	600	600	600	600
Contract Services Total		4,620	4,251	6,121	6,210
Equipment Purchases					
54410	EQUIPMENT PURCHASES	1,375	700	1,375	1,000
Equipment Purchases Total		1,375	700	1,375	1,000
Materials and Supplies					
54068	POSTAGE	43,680	43,680	46,743	47,210
54099	PARTS AND MATERIALS	6,000	6,330	6,000	6,000
Materials and Supplies Total		49,680	50,010	52,743	53,210
Other					
51141	PROFESSIONAL DEVELOPMENT	4,444	4,284	4,221	4,821
59003	ADVERTISING	500	500	500	500
59059	MEMBERSHIP	1,550	1,232	1,498	1,498
59128	PROPERTY TAXES	11,087	11,104	10,895	11,112
59139	CONFERENCE COSTS	1,640	677	0	0
Other Total		19,221	17,797	17,113	17,931
Salaries and Wages					
51083	REGULAR SALARIES	571,302	569,382	606,599	610,315
51084	OVERTIME SALARIES	4,230	2,130	2,993	2,993
Salaries and Wages Total		575,532	571,512	609,592	613,308
Utilities					
53130	TELEPHONE	456	439	404	404
Utilities Total		456	439	404	404
		650,884	644,788	687,348	692,064
				6.60%	
Net Total		(650,884)	(644,788)	(687,348)	(692,064)

Costing Center Summary

Costing Center: BOOSTER STATIONS

Previous Costing Center: BOOSTER STATIONS

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 0814

Department: ENGINEERING UTILITIES

Approved: No

Stage: Council Approved

Manager: Alexia Stangherlin 729-
2231

Description:

This cost center captures the operating costs for the City's treated water reservoir and booster stations.

Comments:

The City has four numbered booster stations plus the reservoir - 1st St North (No.3), 13th St (No.2), 16th St North (No.4), 34th St (No.1), and 9th Street (Reservoir). The cost for hydro and parts & materials are the main cost drivers in this account.

Outlook:

This cost center is new for 2019, as these costs were previously captured under the Water Treatment Facility account. From a distribution and asset management perspective, separation of the facilities was desirable. While estimates in this account have been made based on actual spending at the booster stations in previous years, it may take a year for the costs to stabilize.

Costing Center Summary

Costing Center: BOOSTER STATIONS

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget	
Expenditures					
Contract Services					
52015	CONTRACTS	0	0	10,000	10,000
52028	GENERAL INSURANCE	0	0	9,551	9,742
52081	EXTERNAL EQUIPMENT RENTAL	0	0	2,000	2,000
Contract Services Total		0	0	21,551	21,742
Materials and Supplies					
54099	PARTS AND MATERIALS	0	0	70,000	50,000
54129	DIESEL (OPERATING)	0	0	3,500	3,500
Materials and Supplies Total		0	0	73,500	53,500
Utilities					
53046	POWER	0	0	114,000	115,000
53130	TELEPHONE	0	0	1,603	1,603
Utilities Total		0	0	115,603	116,603
		0	0	210,654	191,845
Net Total		0	0	(210,654)	(191,845)

Costing Center Summary

Costing Center: LIFT STATIONS

Previous Costing Center: LIFT STATIONS

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 0856

Department: ENGINEERING UTILITIES

Approved: No

Stage: Council Approved

Manager: Alexia Stangherlin 729-
2231

Description:

This cost center captures the operating costs for the City's wastewater lift stations.

Comments:

The City has six lift stations – Hilton, Elderwood, South End, College, Dike Pump, and the Airport. The cost of hydro and parts for maintenance are the main cost drivers in this account. Contracted vector services for cleaning Elderwood and South End lift stations will be required on an ongoing basis due to the depth of the wet wells.

Outlook:

Kirkcaldy Drive Lift Station construction will be complete in 2019 as part of the Flood Mitigation projects to service the north hill. The costs for operation and maintenance of the new facility will reside in this cost center, largely beginning in 2020.

Costing Center Summary

Costing Center: LIFT STATIONS

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget	
Expenditures					
Contract Services					
52015	CONTRACTS	10,000	3,000	10,000	12,000
52028	GENERAL INSURANCE	8,347	8,347	4,487	4,577
52081	EXTERNAL EQUIPMENT RENTAL	5,000	2,000	2,500	2,500
Contract Services Total		23,347	13,347	16,987	19,077
Equipment Purchases					
54410	EQUIPMENT PURCHASES	20,000	0	0	0
Equipment Purchases Total		20,000	0	0	0
Materials and Supplies					
54099	PARTS AND MATERIALS	40,000	50,000	40,000	45,000
54129	DIESEL (OPERATING)	2,000	3,500	3,100	3,300
Materials and Supplies Total		42,000	53,500	43,100	48,300
Utilities					
53046	POWER	40,000	41,000	46,000	50,000
53130	TELEPHONE	3,500	3,800	3,680	3,680
53150	WATER	160	160	160	180
Utilities Total		43,660	44,960	49,840	53,860
Net Total		(129,007)	(111,807)	(109,927)	(121,237)

Costing Center Summary

Costing Center: MAINTENANCE OPERATIONS

Previous Costing Center: MAINTENANCE
OPERATIONS

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 0816

Department: ENGINEERING UTILITIES

Approved: No

Stage: Council Approved

Manager: Alexia Stangherlin 729-
2231

Description:

This cost center captures the costs for staff performing routine and preventative maintenance at the Water Treatment Facility, Municipal Pre-Treatment Facility, Water Reclamation Facility and ancillary facilities.

Comments:

The ancillary facilities consist of 4 booster stations, 9th Street Reservoir, 2 groundwater wells, sludge dewatering facility, intake works, 6 lift stations, lagoons and associated equipment.

The maintenance staff are faced with additional challenges that will assist in enabling facility operations to achieve increasing regulatory standards under the Environment Act and Drinking Water Safety Act. This requires qualified maintenance of advanced technologies such as membrane and UV systems, additional calibration of metering and sensing equipment, laser alignment of pump and motor drives, infrared scanning of electrical equipment, and ensuring an adequate inventory of critical spare parts.

Outlook:

Costing Center Summary

Costing Center: MAINTENANCE OPERATIONS

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Expenditures				
Benefits				
51122 BOOT ALLOWANCE	990	990	1,055	1,055
Benefits Total	990	990	1,055	1,055
Contract Services				
52028 GENERAL INSURANCE	128	128	133	136
Contract Services Total	128	128	133	136
Equipment Purchases				
54410 EQUIPMENT PURCHASES	30,000	30,257	38,000	0
59036 SAFETY EQUIPMENT	3,500	4,000	3,500	4,000
Equipment Purchases Total	33,500	34,257	41,500	4,000
Materials and Supplies				
54099 PARTS AND MATERIALS		123	0	0
54103 GASOLINE (VEHICLE)	6,300	6,550	7,700	7,700
54104 DIESEL (VEHICLE)	2,900	3,500	3,500	3,800
54125 DIESEL EXHAUST FLUID	0	100	100	100
Materials and Supplies Total	9,200	10,273	11,300	11,600
Other				
51141 PROFESSIONAL DEVELOPMENT	10,400	10,400	15,500	17,000
59059 MEMBERSHIP	260	418	180	500
59080 FLEET EQUIP MAINTENANCE	17,600	17,600	18,600	18,600
59139 CONFERENCE COSTS	5,200	3,950	0	0
59993 EQUIPMENT CAPITAL CONTRIBUTION	27,383	27,383	25,117	25,117
Other Total	60,843	59,751	59,397	61,217
Salaries and Wages				
51083 REGULAR SALARIES	691,893	691,893	843,075	818,575
51084 OVERTIME SALARIES	0	0	0	0
Salaries and Wages Total	691,893	691,893	843,075	818,575
Transfers to/from Internal Accounts				
59001 SHOP RATE CHARGES	0	1,303	0	0
Transfers to/from Internal Accounts Total	0	1,303	0	0
Utilities				
53130 TELEPHONE	3,565	3,365	4,536	4,536
53445 CELLULAR TELEPHONE	0	0	0	0
Utilities Total	3,565	3,365	4,536	4,536
	800,119	801,960	960,997	901,120
Net Total	(800,119)	(801,960)	(960,997)	(901,120)

Costing Center Summary

Costing Center: MUNICIPAL PRE-TREATMENT PLANT

Previous Costing Center: MUNICIPAL PRE-TREATMENT PLANT

Budget Year: 2019

Division: WATER AND WASTEWATER

Accounting Reference: 0850

Department: ENGINEERING UTILITIES

Approved: No

Stage: Council Approved

Manager: Alexia Stangherlin 729-2231

Description:

This cost center captures the costs of operating and maintaining the Municipal Wastewater Pre-treatment Facility located at 4040 Victoria Ave East.

Comments:

This account includes principal and interest costs for two debentures: the water reclamation facility upgrades which expires in 2021 and the lagoon expansion which expires in 2023. Revenues recorded in this account are the septic disposal fees charged to septic haulers for discharging at the septic receiving station.

Outlook:

Costing Center Summary

Costing Center: MUNICIPAL PRE-TREATMENT PLANT

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Revenues				
User Fees and Sales of Goods				
47309 SEPTIC DISPOSAL DUMP FEES	105,000	105,000	110,000	110,000
User Fees and Sales of Goods Total	105,000	105,000	110,000	110,000
	105,000	105,000	110,000	110,000
Expenditures				
Contract Services				
52015 CONTRACTS	106,000	66,000	141,200	141,200
52019 CONSULTING FEES	50,000	0	20,000	20,000
52028 GENERAL INSURANCE	13,806	13,806	14,648	14,941
52029 LIABILITY INSURANCE	10,535	10,535	11,065	11,286
52032 VEHICLE INSURANCE	200	235	240	240
52049 LABORATORY TESTING	20,000	20,000	20,000	22,000
52081 EXTERNAL EQUIPMENT RENTAL	4,000	4,000	4,000	4,200
52113 LABORATORY SUPPLIES	3,500	4,500	5,500	5,000
Contract Services Total	208,041	119,076	216,653	218,867
Debenture Debt Servicing Costs				
57438 DEBENTURE PRINCIPAL	814,502	814,502	844,759	876,415
57439 DEBENTURE INTEREST	396,058	396,058	366,087	334,175
Debenture Debt Servicing Costs Total	1,210,560	1,210,560	1,210,846	1,210,590
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	486	0	0
59036 SAFETY EQUIPMENT	3,000	8,000	8,000	8,000
Equipment Purchases Total	3,000	8,486	8,000	8,000
Materials and Supplies				
54062 LIABILITY CLAIMS		556	0	0
54099 PARTS AND MATERIALS	170,000	125,000	160,000	160,000
54103 GASOLINE (VEHICLE)	5,000	6,000	0	0
54104 DIESEL (VEHICLE)	1,200	2,200	0	0
54118 OFFICE SUPPLIES	750	2,000	750	1,000
54128 GASOLINE (OPERATING)	0	0	900	900
Materials and Supplies Total	176,950	135,756	161,650	161,900
Other				
51141 PROFESSIONAL DEVELOPMENT	15,000	150	0	0
59050 MAINTENANCE OF GROUNDS	7,000	5,000	7,000	7,000
59059 MEMBERSHIP	4,000	4,000	4,000	4,000
59080 FLEET EQUIP MAINTENANCE	3,000	3,000	0	0
59138 BUSINESS TRAVEL	100	0	0	0
59139 CONFERENCE COSTS	18,000	3,269	0	0

Costing Center Summary

Costing Center: MUNICIPAL PRE-TREATMENT PLANT

		2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
59248	DISPOSAL SITE CHARGE	10,000	12,500	10,000	10,000
59993	EQUIPMENT CAPITAL CONTRIBUTION	5,059	5,059	0	0
Other Total		62,159	32,978	21,000	21,000
Salaries and Wages					
51231	INTERNAL SALARIES	1,000	2,200	2,000	2,000
Salaries and Wages Total		1,000	2,200	2,000	2,000
Transfers to/from Internal Accounts					
59001	SHOP RATE CHARGES	0	264	0	0
59997	TRANSFER FR RESERVES	(30,000)	0	0	0
Transfers to/from Internal Accounts Total		(30,000)	264	0	0
Utilities					
53025	HEAT	67,185	82,185	85,000	86,000
53046	POWER	240,000	235,000	254,000	260,000
53130	TELEPHONE	2,500	2,500	2,448	2,448
53150	WATER	143,476	143,476	150,000	152,000
Utilities Total		453,161	463,161	491,448	500,448
		2,084,871	1,972,481	2,111,597	2,122,805
Net Total		(1,979,871)	(1,867,481)	(2,001,597)	(2,012,805)

Costing Center Summary

Costing Center: PURIFICATION & TREATMENT

Previous Costing Center: PURIFICATION &
TREATMENT

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 0780

Department: ENGINEERING UTILITIES

Approved: No

Stage: Council Approved

Manager: Alexia Stangherlin 729-
2231

Description:

This cost center captures the costs of chemicals utilized in the Water Treatment Facility, as well as the internal and external laboratory costs associated with quality control.

Comments:

Chemical usage for water treatment fluctuates throughout the year and is primarily affected by source water quality and water demand. No changes in treatment technology are expected in 2019 and chemical costs are expected to follow historical trends.

Outlook:

The new, dedicated Chemical Building at the Water Treatment Facility will be completed in 2020 as part of the overall Water Treatment Upgrade and Expansion. The Chemical Building will be the first phase of the upgrade and the current treatment technology will remain. The impact on most chemical usage will be unchanged, except for disinfection, where chlorine gas will be phased out in favour of sodium hypochlorite.

Costing Center Summary

Costing Center: PURIFICATION & TREATMENT

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Expenditures				
Capital Contribution				
54010 TRANSFER TO TCA	0	0	0	0
Capital Contribution Total	0	0	0	0
Contract Services				
52049 LABORATORY TESTING	52,500	52,500	53,000	57,000
52113 LABORATORY SUPPLIES	15,000	15,000	15,000	15,000
Contract Services Total	67,500	67,500	68,000	72,000
Equipment Purchases				
54410 EQUIPMENT PURCHASES	17,000	12,397	0	0
Equipment Purchases Total	17,000	12,397	0	0
Materials and Supplies				
54108 SULPHATE OF ALUMINA	255,000	295,000	295,000	300,000
54109 CHLORINE	53,200	72,000	70,000	190,000
54110 SODA ASH	415,000	550,000	550,000	565,000
54111 LIME	750,000	870,000	880,000	890,000
54112 ACTIVE CARBON	106,000	96,158	106,000	110,000
54114 FLUORIDATION	15,000	20,500	21,000	22,000
54115 POLYMERS-ANIONIC	82,400	82,400	84,000	87,000
54116 POTASSIUM PERMANGANATE	10,000	19,717	22,000	24,000
54117 FERRIC SULPHATE	5,000	2,174	5,000	5,000
54653 CARBON DIOXIDE	155,000	175,343	185,000	190,000
59293 CYLINDER DEPOSITS	0	0	0	0
Materials and Supplies Total	1,846,600	2,183,292	2,218,000	2,383,000
	1,931,100	2,263,189	2,286,000	2,455,000
Net Total	(1,931,100)	(2,263,189)	(2,286,000)	(2,455,000)

Costing Center Summary

Costing Center: SEWAGE LAGOON OPERATIONS

Previous Costing Center: SEWAGE LAGOON
OPERATIONS

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 0855

Department: ENGINEERING UTILITIES

Approved: No

Stage: Council Approved

Manager: Alexia Stangherlin 729-
2231

Description:

This cost center captures the costs of operating and maintaining the City's wastewater lagoon system. Typical costs include maintaining the road network and underground piping, maintaining the integrity of the lagoon cells, and the Biosolids application program.

Comments:

The operation of the lagoons continues to have minor fluctuations due in large part to utility rates. The cost of administering the Biosolids program as a maintenance exercise is the single largest expense within the account and must be done annually.

Outlook:

The Biosolids program has increased in scope based on actual loading in the lagoons as seen in 2018. In 2019, the biosolids program will focus on the largest sludge cell (3C). Sludge cells 2 and 3B will be handled in 2020.

Costing Center Summary

Costing Center: SEWAGE LAGOON OPERATIONS

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Revenues				
User Fees and Sales of Goods				
47303 MAPLE LEAF	0	0	0	0
User Fees and Sales of Goods Total	0	0	0	0
	0	0	0	0
Expenditures				
Contract Services				
52015 CONTRACTS	340,000	610,000	550,000	570,000
52081 EXTERNAL EQUIPMENT RENTAL	0	162	0	0
Contract Services Total	340,000	610,162	550,000	570,000
Materials and Supplies				
54099 PARTS AND MATERIALS	5,000	15,000	15,000	15,000
Materials and Supplies Total	5,000	15,000	15,000	15,000
Other				
59128 PROPERTY TAXES	18	21	22	25
Other Total	18	21	22	25
Utilities				
53046 POWER	6,200	8,700	8,300	8,500
53130 TELEPHONE	450	342	450	200
Utilities Total	6,650	9,042	8,750	8,700
	351,668	634,225	573,772	593,725
Net Total	(351,668)	(634,225)	(573,772)	(593,725)

Costing Center Summary

Costing Center: *UTILITY ADMIN ENGINEERING*

Previous Costing Center: UTILITY ADMIN
ENGINEERING

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 0817

Department: ENGINEERING UTILITIES

Approved: No

Stage: Council Approved

Manager: Alexia Stangherlin 729-
2231

Description:

This cost center captures the salaries and operating costs for Engineering administrative utility costs. The appropriation of funds to the Water and Wastewater Reserves are recorded in this cost center and revenues recorded are generated from sewer and water installation permits.

Comments:

New staff members in Engineering have had an impact on the Utility as well as continued investment in asset management tools.

Outlook:

Costing Center Summary

Costing Center: UTILITY ADMIN ENGINEERING

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Revenues				
Conditional Government Transfers				
43510	PROVINCIAL GOV'T	0	0	0
43660	PROVINCIAL OTHER	0	0	0
44500	FEDERAL GOV'T	0	0	0
Conditional Government Transfers Total		0	0	0
Income from Enterprises				
47395	WASTEWATER RES CONTRIBUTIONS	0	0	0
49390	DEVELOPER CONTRIBUTED TCA	0	0	0
Income from Enterprises Total		0	0	0
Other Income				
47999	REVENUE	0	25,100	0
49368	SALE PROCEEDS - EQUIPMENT	0	10,000	0
Other Income Total		0	35,100	0
Permits, Licenses and Fines				
47003	EXCAVATION PERMITS	28,000	23,760	20,000
Permits, Licenses and Fines Total		28,000	23,760	22,000
User Fees and Sales of Goods				
47506	SCRAP METAL SALES	0	684	0
User Fees and Sales of Goods Total		0	684	0
		28,000	59,544	20,000
				22,000
Expenditures				
Benefits				
51010	MISC EMPLOYEE ALLOWANCE	0	0	0
51122	BOOT ALLOWANCE	900	940	678
Benefits Total		900	940	678
Contract Services				
52015	CONTRACTS	243,500	131,500	174,700
52019	CONSULTING FEES	175,000	106,700	115,000
52069	PRINTING COSTS	1,000	1,036	1,000
52081	EXTERNAL EQUIPMENT RENTAL	0	713	0
Contract Services Total		419,500	239,949	290,700
Equipment Purchases				
54410	EQUIPMENT PURCHASES	7,800	7,800	3,300
59036	SAFETY EQUIPMENT	500	500	500
Equipment Purchases Total		8,300	8,300	3,800
Materials and Supplies				
54099	PARTS AND MATERIALS	13,000	7,000	10,000
54118	OFFICE SUPPLIES	1,000	2,000	2,000

Costing Center Summary

Costing Center: UTILITY ADMIN ENGINEERING

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Materials and Supplies Total	14,000	9,000	12,000	10,000
Other				
51141 PROFESSIONAL DEVELOPMENT	17,000	9,000	41,000	41,000
56590 WATER ACCOUNTING AMORTIZATION - WATE	0	0	0	0
56595 WATER ACCOUNTING AMORTIZATION - WAST	0	0	0	0
59003 ADVERTISING	0	1,338	2,000	2,000
59048 LUNCHEONS	540	540	500	500
59059 MEMBERSHIP	90,065	80,065	89,275	89,275
59139 CONFERENCE COSTS	20,000	6,942	0	0
59241 SPECIAL PROGRAMS	5,000	1,000	5,000	5,000
Other Total	132,605	98,885	137,775	137,775
Reserve Appropriation				
58541 WATER DISTRIBUTION B/L 6382	2,869,930	2,894,930	1,848,327	1,607,306
58557 WASTEWATER DISTRIB B/L 6732	500,000	510,000	1,550,000	1,500,000
Reserve Appropriation Total	3,369,930	3,404,930	3,398,327	3,107,306
Salaries and Wages				
51083 REGULAR SALARIES	1,316,715	1,156,715	1,171,637	1,199,586
51084 OVERTIME SALARIES	20,000	5,000	20,000	20,000
Salaries and Wages Total	1,336,715	1,161,715	1,191,637	1,219,586
Transfers to/from Internal Accounts				
59997 TRANSFER FR RESERVES	(135,000)	(50,000)	(105,000)	(30,000)
Transfers to/from Internal Accounts Total	(135,000)	(50,000)	(105,000)	(30,000)
Utilities				
53130 TELEPHONE	4,441	4,641	3,970	3,970
Utilities Total	4,441	4,641	3,970	3,970
	5,151,391	4,878,360	4,934,751	4,577,815
Net Total	(5,123,391)	(4,818,816)	(4,914,751)	(4,555,815)

Costing Center Summary

Costing Center: WATER RECLAMATION FACILITY

Previous Costing Center: WATER RECLAMATION
FACILITY

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 2466

Department: ENGINEERING UTILITIES

Approved: No

Stage: Council Approved

Manager: Alexia Stangherlin 729-
2231

Description:

This cost center captures the costs of operating the Water Reclamation Facility located at 65th Street East.

Comments:

Since the completion of the wastewater treatment upgrade, the fluctuation and uncertainty in budgeting for the operating costs has stabilized. The vast majority of the operating budget at the Water Reclamation Facility is for chemicals, utility costs, and biosolids treatment. Some of the operating costs are recovered from Maple Leaf and Pfizer revenues through individual Discharge License requirements.

Outlook:

Costing Center Summary

Costing Center: WATER RECLAMATION FACILITY

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Revenues				
User Fees and Sales of Goods				
47303 MAPLE LEAF	2,000,000	2,000,000	2,100,000	2,100,000
47304 PFIZER	145,000	115,000	145,000	145,000
User Fees and Sales of Goods Total	2,145,000	2,115,000	2,245,000	2,245,000
	2,145,000	2,115,000	2,245,000	2,245,000
Expenditures				
Benefits				
51122 BOOT ALLOWANCE	1,741	1,940	1,928	1,928
Benefits Total	1,741	1,940	1,928	1,928
Contract Services				
52015 CONTRACTS	252,400	112,400	147,450	262,450
52019 CONSULTING FEES	5,000	5,000	5,000	5,000
52028 GENERAL INSURANCE	18,614	18,614	19,682	20,076
52032 VEHICLE INSURANCE	400	471	490	511
52049 LABORATORY TESTING	250,000	250,000	250,000	250,000
52081 EXTERNAL EQUIPMENT RENTAL	7,000	8,000	9,600	9,600
52113 LABORATORY SUPPLIES	75,000	85,000	75,000	80,000
Contract Services Total	608,414	479,485	507,222	627,637
Equipment Purchases				
59036 SAFETY EQUIPMENT	19,000	14,000	12,000	12,000
Equipment Purchases Total	19,000	14,000	12,000	12,000
Materials and Supplies				
54099 PARTS AND MATERIALS	250,000	385,000	350,000	380,000
54103 GASOLINE (VEHICLE)	4,000	4,500	10,500	10,500
54104 DIESEL (VEHICLE)	0	1,000	2,000	2,000
54110 SODA ASH	240,000	7,854	40,000	40,000
54118 OFFICE SUPPLIES	9,000	9,000	9,000	9,000
54119 COAGULANT	630,000	430,000	650,000	670,000
54121 NITROGEN	12,000	9,000	12,000	12,000
54122 CITRIC ACID	23,000	13,000	23,000	23,000
54123 SODIUM HYPOCHLORITE	32,000	22,000	32,000	32,500
54129 DIESEL (OPERATING)	0	0	1,000	1,000
54463 METHANOL	660,000	720,000	780,000	800,000
Materials and Supplies Total	1,860,000	1,601,354	1,909,500	1,980,000
Other				
51141 PROFESSIONAL DEVELOPMENT	19,000	4,000	42,000	43,000
59003 ADVERTISING	200	290	400	400
59050 MAINTENANCE OF GROUNDS	20,000	10,000	15,000	15,000

Costing Center Summary

Costing Center: WATER RECLAMATION FACILITY

		2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
59080	FLEET EQUIP MAINTENANCE	13,200	13,200	13,700	13,700
59139	CONFERENCE COSTS	14,000	14,972	0	0
59993	EQUIPMENT CAPITAL CONTRIBUTION	12,844	12,844	20,989	20,989
Other Total		79,244	55,306	92,089	93,089
Salaries and Wages					
51083	REGULAR SALARIES	1,281,440	1,301,440	1,311,496	1,312,962
51084	OVERTIME SALARIES	24,500	37,500	30,000	30,000
51090	SHIFT DIFFERENTIAL	5,100	6,100	5,100	5,200
Salaries and Wages Total		1,311,040	1,345,040	1,346,596	1,348,162
Utilities					
53025	HEAT	9,000	9,000	9,000	9,200
53046	POWER	568,480	568,256	575,000	580,000
53130	TELEPHONE	3,661	4,661	4,380	4,380
53150	WATER	34,145	39,145	36,000	38,000
Utilities Total		615,286	621,062	624,380	631,580
		4,494,725	4,118,187	4,493,715	4,694,396
Net Total		(2,349,725)	(2,003,187)	(2,248,715)	(2,449,396)

Costing Center Summary

Costing Center: WATER TREATMENT FACILITY

Previous Costing Center: WATER TREATMENT FACILITY

Budget Year: 2019

Division: WATER AND WASTEWATER

Accounting Reference: 0815

Department: ENGINEERING UTILITIES

Approved: No

Stage: Council Approved

Manager: Alexia Stangherlin 729-2231

Description:

This cost center captures the operating costs for the City's Water Treatment Facility at 108 26th street as well as the Groundwater wells. These costs include operating staff, power, heat and maintenance costs.

Comments:

Operating costs for the Water Treatment Facility tend to remain consistent from year to year. Any fluctuations are usually a result of changes in utility costs (gas & power) and the contract for the Residuals Management Program, which is the largest single expense in the account. Separation of the Booster Stations operating costs into a dedicated account has lowered the budget within this account.

Outlook:

The aging Water Treatment Facility will require additional maintenance in order to provide reliable operations in the short term. To address current and future water needs, partial funding has been acquired for a Water Treatment Facility Upgrade and Expansion, the first phase of which includes Planning & Design consulting work and the construction of a new Chemical Building. Additional funding opportunities will be pursued.

Costing Center Summary

Costing Center: WATER TREATMENT FACILITY

		2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Expenditures					
Benefits					
51122	BOOT ALLOWANCE	1,631	1,945	1,806	1,806
Benefits Total		1,631	1,945	1,806	1,806
Capital Contribution					
54010	TRANSFER TO TCA	0	0	0	0
Capital Contribution Total		0	0	0	0
Contract Services					
52015	CONTRACTS	709,800	629,800	807,980	828,080
52019	CONSULTING FEES	40,000	12,068	10,000	10,000
52028	GENERAL INSURANCE	22,497	22,497	18,579	18,951
52029	LIABILITY INSURANCE	24,048	24,048	25,257	25,762
52032	VEHICLE INSURANCE	0	67	100	100
52069	PRINTING COSTS	0	0	0	0
52081	EXTERNAL EQUIPMENT RENTAL	10,000	15,000	15,000	18,000
Contract Services Total		806,345	703,480	876,917	900,894
Equipment Purchases					
54410	EQUIPMENT PURCHASES	0	1,722	0	0
59036	SAFETY EQUIPMENT	10,000	10,000	10,000	10,000
Equipment Purchases Total		10,000	11,722	10,000	10,000
Materials and Supplies					
54099	PARTS AND MATERIALS	320,000	370,000	270,000	320,000
54103	GASOLINE (VEHICLE)	4,000	6,200	6,500	6,500
54118	OFFICE SUPPLIES	5,300	6,300	5,500	5,500
54129	DIESEL (OPERATING)	3,500	5,000	800	840
54693	FLOOD PARTS & MATERIALS	0	0	0	0
Materials and Supplies Total		332,800	387,500	282,800	332,840
Other					
51141	PROFESSIONAL DEVELOPMENT	10,000	7,000	32,500	34,000
59003	ADVERTISING	1,500	0	1,200	800
59048	LUNCHEONS	450	450	450	450
59059	MEMBERSHIP	3,957	3,957	4,231	4,240
59080	FLEET EQUIP MAINTENANCE	3,500	3,500	7,000	7,000
59138	BUSINESS TRAVEL	500	500	500	500
59139	CONFERENCE COSTS	11,000	6,159	0	0
59248	DISPOSAL SITE CHARGE	0	100	0	0
59993	EQUIPMENT CAPITAL CONTRIBUTION	4,991	4,991	11,700	11,700
Other Total		35,898	26,657	57,581	58,690
Salaries and Wages					
51083	REGULAR SALARIES	1,204,002	1,184,002	1,247,193	1,248,220

Costing Center Summary

Costing Center: WATER TREATMENT FACILITY

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
51084 OVERTIME SALARIES	22,000	57,000	40,000	40,000
51090 SHIFT DIFFERENTIAL	8,500	8,500	8,500	8,500
51698 FLOOD OVERTIME	0	0	0	0
Salaries and Wages Total	1,234,502	1,249,502	1,295,693	1,296,720
Transfers to/from Internal Accounts				
59001 SHOP RATE CHARGES	0	26	0	0
59997 TRANSFER FR RESERVES	(30,000)	0	0	0
Transfers to/from Internal Accounts Total	(30,000)	26	0	0
Utilities				
53025 HEAT	121,700	111,700	125,000	130,000
53046 POWER	385,825	405,825	291,000	303,000
53130 TELEPHONE	6,080	7,180	4,129	4,129
53295 RADIO COSTS	1,400	1,400	1,400	1,400
Utilities Total	515,005	526,105	421,529	438,529
Net Total	(2,906,181)	(2,906,937)	(2,946,326)	(3,039,479)

Costing Center Summary

Costing Center: OPERATIONS BY-LAW UT

Previous Costing Center: OPERATIONS BY-LAW UT

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 1798

Department: OPERATIONS UTILITIES

Approved: No

Stage: Council Approved

Manager: Mark Yeomans 729-2292

Description:

This cost center covers the costs related to the Public Works Educator position. The costs are shared on a 50/50 basis between General Fund and Utility Fund.

Comments:

The role of the Public Works Educator is to assist the various departments with public education and compliance of the By-laws relating to various operations. This position is currently focusing on Sanitation in an effort to reduce contamination, and for compliance of retrieval of bins. The Sewer and Water section will benefit from the inspection of grease traps in commercial establishments in order to reduce the number of backups that occur in the sewer systems and in residential properties.

Outlook:

Costing Center Summary

Costing Center: OPERATIONS BY-LAW UT

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Expenditures				
Benefits				
51122 BOOT ALLOWANCE	55	61	61	61
Benefits Total	55	61	61	61
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	0	0	0
Equipment Purchases Total	0	0	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	400	39	100	100
54103 GASOLINE (VEHICLE)	1,200	1,790	2,000	2,000
Materials and Supplies Total	1,600	1,829	2,100	2,100
Other				
59003 ADVERTISING		0	0	0
59080 FLEET EQUIP MAINTENANCE	1,400	1,400	1,500	1,500
59993 EQUIPMENT CAPITAL CONTRIBUTION	2,929	2,929	2,687	2,687
Other Total	4,329	4,329	4,187	4,187
Salaries and Wages				
51083 REGULAR SALARIES	27,844	27,844	28,474	28,474
51084 OVERTIME SALARIES	0	33	0	0
51090 SHIFT DIFFERENTIAL	0	0	0	0
Salaries and Wages Total	27,844	27,877	28,474	28,474
Transfers to/from Internal Accounts				
59001 SHOP RATE CHARGES	0	0	0	0
Transfers to/from Internal Accounts Total	0	0	0	0
Utilities				
53130 TELEPHONE	298	280	280	280
53295 RADIO COSTS	106	161	160	160
Utilities Total	404	441	440	440
	34,232	34,537	35,262	35,262
Net Total	(34,232)	(34,537)	(35,262)	(35,262)

Costing Center Summary

Costing Center: DOMESTIC SEWER MAINS

Previous Costing Center: DOMESTIC SEWER
MAINS

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 1788

Department: OPERATIONS UTILITIES

Approved: No

Stage: Council Approved

Manager: Mark Yeomans 729-2292

Description:

This cost center covers costs for maintenance and repair of the sewer main system.

Comments:

A budget for contracted manhole maintenance is budgeted for every two years.

Outlook:

Costing Center Summary

Costing Center: DOMESTIC SEWER MAINS

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Expenditures				
Contract Services				
52015 CONTRACTS	0	23,983	60,000	0
Contract Services Total	0	23,983	60,000	0
Materials and Supplies				
54099 PARTS AND MATERIALS	10,000	5,000	5,000	8,000
54104 DIESEL (VEHICLE)	37,000	31,500	12,000	12,000
54125 DIESEL EXHAUST FLUID	0	250	300	300
Materials and Supplies Total	47,000	36,750	17,300	20,300
Other				
59003 ADVERTISING	2,000	3,000	2,000	2,000
59080 FLEET EQUIP MAINTENANCE	32,370	32,370	21,000	21,000
59958 PAVING RESTORATION	0	0	0	0
59967 RESTORATION	5,850	3,350	5,850	5,850
59993 EQUIPMENT CAPITAL CONTRIBUTION	136,282	136,282	102,063	102,063
Other Total	176,502	175,002	130,913	130,913
Utilities				
53150 WATER	5,000	3,000	4,000	5,000
Utilities Total	5,000	3,000	4,000	5,000
	228,502	238,735	212,213	156,213
Net Total	(228,502)	(238,735)	(212,213)	(156,213)

Costing Center Summary

Costing Center: DOMESTIC SEWER SERVICES

Previous Costing Center: DOMESTIC SEWER SERVICES

Budget Year: 2019

Division: WATER AND WASTEWATER

Accounting Reference: 1783

Department: OPERATIONS UTILITIES

Approved: No

Stage: Council Approved

Manager: Mark Yeomans 729-2292

Description:

This cost center covers costs associated with the maintenance of sewer service lines from the sewer main to the homeowner's property line. This account also provides funds for homeowner's sewer line maintenance program due to tree roots.

Comments:

Currently the City allows two roto rooting claims per calender year.

Outlook:

Costing Center Summary

Costing Center: DOMESTIC SEWER SERVICES

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Expenditures				
Contract Services				
52015 CONTRACTS	28,000	3,000	0	0
Contract Services Total	28,000	3,000	0	0
Materials and Supplies				
54062 LIABILITY CLAIMS	105,000	95,000	100,000	105,000
54099 PARTS AND MATERIALS	15,000	13,000	12,000	12,000
54104 DIESEL (VEHICLE)	4,000	17,000	15,000	15,000
54125 DIESEL EXHAUST FLUID	0	200	175	175
Materials and Supplies Total	124,000	125,200	127,175	132,175
Other				
59080 FLEET EQUIP MAINTENANCE	15,457	15,457	36,000	36,000
59948 PAVING RESTORATION	0	0	0	0
59949 CONCRETE RESTORATION	0	0	0	0
59967 RESTORATION	15,000	6,000	8,000	8,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	70,053	70,053	87,474	87,474
Other Total	100,510	91,510	131,474	131,474
	252,510	219,710	258,649	263,649
Net Total	(252,510)	(219,710)	(258,649)	(263,649)

Costing Center Summary

Costing Center: HYDRANTS

Previous Costing Center: HYDRANTS

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 1782

Department: OPERATIONS UTILITIES

Approved: No

Stage: Council Approved

Manager: Mark Yeomans 729-2292

Description:

This cost center captures the costs of maintenance to fire hydrants, as well as the costs of the leak audits on the City's Water Distribution system. The revenue recorded in this cost center is an annual fee per hydrant for all public and private fire hydrants, as per the Water & Wastewater Rates By-law.

Comments:

An aging infrastructure is leading to increased maintenance and hydrant replacements. Hydrants are inspected and flushed on an annual basis.

There are approximately 1500 hydrants that the department maintains in the City.

Outlook:

Costing Center Summary

Costing Center: HYDRANTS

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Revenues				
Other Income				
47990 RECEIPTS - UTILITY	268,400	255,000	292,200	292,200
Other Income Total	268,400	255,000	292,200	292,200
	268,400	255,000	292,200	292,200
Expenditures				
Contract Services				
52015 CONTRACTS	0	0	0	0
Contract Services Total	0	0	0	0
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	970	0	0
Equipment Purchases Total	0	970	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	60,000	64,030	70,000	60,000
54104 DIESEL (VEHICLE)	2,000	2,200	2,500	3,000
Materials and Supplies Total	62,000	66,230	72,500	63,000
Other				
59080 FLEET EQUIP MAINTENANCE	3,000	3,000	4,000	4,000
59952 PAVING RESTORATION	0	0	0	0
59967 RESTORATION	11,500	1,000	5,000	5,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	10,169	10,169	9,327	9,327
Other Total	24,669	14,169	18,327	18,327
	86,669	81,369	90,827	81,327
Net Total	181,731	173,631	201,373	210,873

Costing Center Summary

Costing Center: UTILITY SUPERVISION

Previous Costing Center: UTILITY SUPERVISION

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 1785

Department: OPERATIONS UTILITIES

Approved: No

Stage: Council Approved

Manager: Mark Yeomans 729-2292

Description:

This account covers the administrative costs for the utility section of Public Works.

Comments:

Utility employees are required to obtain mandatory Provincial Certification in Water Distribution and Wastewater Collection. Staff are required to obtain educational CEU's (Continuing Education Units) through training courses and conferences to maintain their certification.

Outlook:

In preparation of the 2020 census, when it's anticipated that Brandon's population will be greater than 50,000, equipment operators will be required to be certified level 3 operators as per Manitoba Sustainable Development.

Costing Center Summary

Costing Center: UTILITY SUPERVISION

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Expenditures				
Benefits				
51100 UNIFORMS	1,500	500	1,500	1,500
51122 BOOT ALLOWANCE	2,693	2,636	2,923	2,923
51123 PROTECTIVE CLOTHING	6,500	5,500	5,000	5,000
51285 MEDICALS	500	350	350	350
Benefits Total	11,193	8,986	9,773	9,773
Contract Services				
52015 CONTRACTS	1,350	5,676	8,395	9,595
52028 GENERAL INSURANCE	856	856	1,072	1,093
52032 VEHICLE INSURANCE	515	710	710	731
Contract Services Total	2,721	7,242	10,177	11,419
Equipment Purchases				
54410 EQUIPMENT PURCHASES	8,000	11,906	5,000	0
Equipment Purchases Total	8,000	11,906	5,000	0
Materials and Supplies				
54099 PARTS AND MATERIALS	3,500	2,300	2,500	2,500
54103 GASOLINE (VEHICLE)	2,000	1,400	2,000	2,000
Materials and Supplies Total	5,500	3,700	4,500	4,500
Other				
51141 PROFESSIONAL DEVELOPMENT	26,000	21,000	33,000	26,000
59059 MEMBERSHIP	1,760	1,885	1,919	1,919
59080 FLEET EQUIP MAINTENANCE	3,000	3,000	3,000	3,000
59139 CONFERENCE COSTS	0	0	0	0
59248 DISPOSAL SITE CHARGE	0	500	0	0
59993 EQUIPMENT CAPITAL CONTRIBUTION	5,262	5,262	4,826	4,826
Other Total	36,022	31,647	42,745	35,745
Salaries and Wages				
51083 REGULAR SALARIES	1,776,642	1,502,547	1,849,616	1,850,440
51084 OVERTIME SALARIES	100,000	100,000	100,000	100,000
51090 SHIFT DIFFERENTIAL	450	100	200	200
Salaries and Wages Total	1,877,092	1,602,647	1,949,816	1,950,640
Transfers to/from Internal Accounts				
59997 TRANSFER FR RESERVES	0	0	0	0
Transfers to/from Internal Accounts Total	0	0	0	0
Utilities				
53130 TELEPHONE	8,233	12,233	12,076	12,076
53295 RADIO COSTS	8,510	8,058	8,058	8,058
Utilities Total	16,743	20,291	20,134	20,134
	1,957,271	1,686,419	2,042,144	2,032,211

Costing Center Summary

Costing Center: UTILITY SUPERVISION

Net Total	(1,957,271)	(1,686,419)	(2,042,144)	(2,032,211)
-----------	-------------	-------------	-------------	-------------

Costing Center Summary

Costing Center: WATER MAINS

Previous Costing Center: WATER MAINS

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 1777

Department: OPERATIONS UTILITIES

Approved: No

Stage: Council Approved

Manager: Mark Yeomans 729-2292

Description:

This account covers maintenance of watermains within the water distribution system. Equipment and parts for repairs to watermain breaks and the annual flushing of the watermains are captured in this account.

Comments:

Actual costs can vary based on the number of watermain breaks within the City of Brandon's aging infrastructure.

Outlook:

Costing Center Summary

Costing Center: WATER MAINS

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Expenditures				
Contract Services				
52015	CONTRACTS	2,500	2,500	2,500
52081	EXTERNAL EQUIPMENT RENTAL	2,000	5,936	2,000
Contract Services Total		4,500	8,436	4,500
Equipment Purchases				
54410	EQUIPMENT PURCHASES	6,000	3,139	12,000
Equipment Purchases Total		6,000	3,139	12,000
Materials and Supplies				
54062	LIABILITY CLAIMS		1,890	0
54099	PARTS AND MATERIALS	50,000	46,064	50,000
54103	GASOLINE (VEHICLE)	9,000	6,500	9,000
54104	DIESEL (VEHICLE)	25,000	22,500	25,000
54125	DIESEL EXHAUST FLUID	0	100	250
54880	GRAVEL	12,000	12,000	12,000
Materials and Supplies Total		96,000	89,054	96,250
Other				
59003	ADVERTISING	2,500	336	1,500
59080	FLEET EQUIP MAINTENANCE	64,626	64,626	69,300
59941	SOD RESTORATION	0	0	0
59942	PAVING RESTORATION	0	0	0
59943	CONCRETE RESTORATION	0	0	0
59967	RESTORATION	49,000	42,110	40,000
59993	EQUIPMENT CAPITAL CONTRIBUTION	136,548	136,548	141,936
Other Total		252,674	243,620	252,736
Transfers to/from Internal Accounts				
59001	SHOP RATE CHARGES	2,500	1,500	0
Transfers to/from Internal Accounts Total		2,500	1,500	0
		361,674	345,749	365,486
Net Total		(361,674)	(345,749)	(365,486)

Costing Center Summary

Costing Center: WATER METERS

Previous Costing Center: WATER METERS

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 1779

Department: OPERATIONS UTILITIES

Approved: No

Stage: Council Approved

Manager: Mark Yeomans 729-2292

Description:

This cost center captures the administrative costs, as well as the repair and servicing costs for Water Meters.

Comments:

As the City expands there will be increased maintenance with new installations, shut offs and readings.

Outlook:

Continued maintenance ensures that the City will have accurate water meter readings, and therefore supports the integrity and accountability of the water supply.

Costing Center Summary

Costing Center: WATER METERS

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Expenditures				
Benefits				
51100 UNIFORMS	800	246	800	800
51122 BOOT ALLOWANCE	55	66	61	61
Benefits Total	855	312	861	861
Capital Contribution				
54010 TRANSFER TO TCA	0	0	0	0
Capital Contribution Total	0	0	0	0
Contract Services				
52015 CONTRACTS	19,240	4,240	4,367	4,367
52028 GENERAL INSURANCE	603	603	705	719
Contract Services Total	19,843	4,843	5,072	5,086
Debenture Debt Servicing Costs				
57438 DEBENTURE PRINCIPAL	0	0	0	0
Debenture Debt Servicing Costs Total	0	0	0	0
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	0	0	0
Equipment Purchases Total	0	0	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	96,000	91,522	98,000	98,000
54103 GASOLINE (VEHICLE)	3,500	3,500	3,500	3,500
54104 DIESEL (VEHICLE)	3,100	5,000	5,000	5,000
54125 DIESEL EXHAUST FLUID	0	30	50	50
Materials and Supplies Total	102,600	100,052	106,550	106,550
Other				
59080 FLEET EQUIP MAINTENANCE	20,613	20,613	21,200	21,200
59993 EQUIPMENT CAPITAL CONTRIBUTION	19,550	19,550	18,235	18,235
Other Total	40,163	40,163	39,435	39,435
Salaries and Wages				
51083 REGULAR SALARIES	31,976	28,666	32,732	32,732
51084 OVERTIME SALARIES	1,000	4,000	4,000	4,000
51090 SHIFT DIFFERENTIAL	0	0	0	0
Salaries and Wages Total	32,976	32,666	36,732	36,732
Transfers to/from Internal Accounts				
59001 SHOP RATE CHARGES	0	91	0	0
Transfers to/from Internal Accounts Total	0	91	0	0
	196,437	178,127	188,650	188,664
Net Total	(196,437)	(178,127)	(188,650)	(188,664)

Costing Center Summary

Costing Center: WATER SERVICES

Previous Costing Center: WATER SERVICES

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 1787

Department: OPERATIONS UTILITIES

Approved: No

Stage: Council Approved

Manager: Mark Yeomans 729-2292

Description:

This cost center captures costs for maintenance and/or replacement of water service lines between the watermain and the homeowner's property line. Revenues are generated from activities such as replacing water meters, thawing frozen water lines and providing services to contractors such as tapping of large valves and hook ups for hydrant boxes.

Comments:

This account includes funds for the replacement and insulating of water services to prevent freezing which will eliminate the need for homeowners to keep a tap running. There are currently 275 identified locations that need this service. The goal is to do 35 - 40 properties per year, however there are fewer locations that can be done in-house and will need to be contracted out, as safety watches will be required.

Outlook:

Costing Center Summary

Costing Center: WATER SERVICES

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Revenues				
Other Income				
47999 REVENUE	25,000	65,000	55,000	55,000
Other Income Total	25,000	65,000	55,000	55,000
User Fees and Sales of Goods				
47506 SCRAP METAL SALES	0	0	0	0
User Fees and Sales of Goods Total	0	0	0	0
	25,000	65,000	55,000	55,000
Expenditures				
Contract Services				
52015 CONTRACTS		0	0	0
52032 VEHICLE INSURANCE	0	317	400	412
52050 LEAD TESTING	0	644	1,000	1,000
52081 EXTERNAL EQUIPMENT RENTAL	0	2,709	0	0
Contract Services Total	0	3,670	1,400	1,412
Materials and Supplies				
54099 PARTS AND MATERIALS	35,000	34,139	35,000	35,000
54103 GASOLINE (VEHICLE)	5,000	4,000	4,500	4,500
54104 DIESEL (VEHICLE)	9,000	10,000	10,000	10,000
54125 DIESEL EXHAUST FLUID	0	125	325	325
Materials and Supplies Total	49,000	48,264	49,825	49,825
Other				
59080 FLEET EQUIP MAINTENANCE	33,126	33,126	33,800	33,800
59855 FROZEN WATER SERVICES	80,000	10,000	50,000	50,000
59954 SOD RESTORATION	0	0	0	0
59955 PAVING RESTORATION	0	0	0	0
59956 CONCRETE RESTORATION	0	0	0	0
59967 RESTORATION	57,500	29,791	45,000	45,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	50,714	50,714	56,884	56,884
Other Total	221,340	123,631	185,684	185,684
Transfers to/from Internal Accounts				
59001 SHOP RATE CHARGES	1,000	1,000	0	0
Transfers to/from Internal Accounts Total	1,000	1,000	0	0
	271,340	176,565	236,909	236,921
Net Total	(246,340)	(111,565)	(181,909)	(181,921)

Costing Center Summary

Costing Center: WATER VALVES

Previous Costing Center: WATER VALVES

Budget Year: 2019

Division: WATER AND
WASTEWATER

Accounting Reference: 1781

Department: OPERATIONS UTILITIES

Approved: No

Stage: Council Approved

Manager: Mark Yeomans 729-2292

Description:

This cost center captures maintenance and replacement of water valves within the water distribution system.

Comments:

On average 10 valves are scheduled to be replaced each year plus general maintenance. These valves are used to isolate sections of water main in maintenance and emergency situations.

Outlook:

Continued maintenance and/or replacement of water valves will result in fewer residences and businesses being inconvenienced during unexpected watermain shut offs.

Costing Center Summary

Costing Center: WATER VALVES

	2018 Approved Budget	2018 Budget Review	2019 Approved Budget	2020 Proposed Budget
Expenditures				
Equipment Purchases				
54410 EQUIPMENT PURCHASES	6,000	5,589	0	0
Equipment Purchases Total	6,000	5,589	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	15,500	13,500	13,500	13,500
54104 DIESEL (VEHICLE)	8,000	12,000	12,000	12,000
54125 DIESEL EXHAUST FLUID	0	111	100	100
Materials and Supplies Total	23,500	25,611	25,600	25,600
Other				
59080 FLEET EQUIP MAINTENANCE	6,500	6,500	14,000	14,000
59967 RESTORATION	10,700	2,700	5,000	5,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	31,675	31,675	29,054	29,054
Other Total	48,875	40,875	48,054	48,054
Transfers to/from Internal Accounts				
59001 SHOP RATE CHARGES	1,000	1,000	0	0
Transfers to/from Internal Accounts Total	1,000	1,000	0	0
	79,375	73,075	73,654	73,654
Net Total	(79,375)	(73,075)	(73,654)	(73,654)