TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***CULTURAL ADMIN*** ACCOUNT#: 7000.100

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
75,139	124,894	39,273	700010	Payroll Salaries & Wages	77,303	*		78,656	80,032
21,790	34,944	11,564	700030	Payroll Fringe Benefits	23,205	*		25,184	27,226
96,929	159,838	50,837		SUB TOTAL SALARIES, WAGES & BENEFITS	100,508	*	0	103,840	107,258
5,000	373	0	7000150	Administrative Expenses	6,200	*		6,200	6,200
0	550	283	7000180	Telephone Services	600			600	600
0	0	450	7000270	Travel Expense	750			750	750
0	38,978	20,103	7000850	Special Project - Cultural Master Plan	0			0	0
0	0	2,441	7000851	LAV III Monument					
0	0	0	NEW	Special Project - Youth / Volunteer Strategy	10,000	*		0	0
0	0	0	NEW	Special Project - Victoria Hall 160th	10,000				
0	-38,978	0	7000913	Recoveries - Federal Gas Tax	0			0	0
5,000	923	23,277		SUB TOTAL MATERIALS	27,550	*	0	7,550	7,550
101,929	160,761	74,114		TOTAL CULTURAL ADMIN	128,058	*	0	111,390	114,808

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***CULTURAL ADMIN*** ACCOUNT#: 7000.100

STATEMENT OF PURPOSE:

PERFORMANCE DATA:

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7200150	Administrative Expenses	Budget for Directors office supplies, conferences etc
2020	NEW	Special Project - Youth / Volunteer Strategy	Combine Annual Cultural Summit with a Youth Summit - $5,000 for the year Create a Volunteer Management Strategy - $7,500 (use legacy funds from 55+ Games) For youth, add social media and on-line forums to the Experience Cobourg website to support networking and exchange of ideas - $5,000
2020	NEW	Special Project - Victoria Hall 160th	Special events to celebrate the 160th anniversary of Victoria Hall

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***CONCERT BAND*** ACCOUNT#: ***7660.100***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
2,100	1,599	1,089	7660450	Heat	2,100			2,100	2,100
1,300	1,370	1,044	7660460	Utilities	1,350	*		1,350	1,350
0		0	7660570	Property Improvements	0			0	0
3,400	2,969	2,133		SUB TOTAL MATERIALS	3,450		0	3,450	3,450
900	809	-1,779	7660320	Liability Insurance	950	*		950	950
900	809	-1,779		SUB TOTAL MATERIALS	950	*	0	950	950
16,200	16,200	16,200	7660940	Grants & Transfers	16,200			16,200	16,200
16,200	16,200	16,200		SUB TOTAL OTHER CHARGES & TRANSFERS	16,200		0	16,200	16,200
20,500	19,978	16,554		TOTAL CONCERT BAND	20,600		0	20,600	20,600

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***CONCERT BAND***

STATEMENT OF PURPOSE:
Aid in funding the Cobourg Concert Band.

PERFORMANCE DATA:

Band provides many musical services to the citizens (parades, concerts, etc.) with no fees charged.

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7660450	Heat	Band building located at 612 D'Arcy St
2020	7660460	Utilities	Band building located at 612 D'Arcy St
2020	7660570	Property Improvements	No building improvements requested this year.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***MARKET BUILDING*** ACCOUNT#: ***7630.100***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
500	438	365	7630180	Telephone Expense	500			500	500
5,500	7,198	4,248	7630460	Heat / Utilities	5,500			5,500	5,500
10,000	5,715	3,068	7630470	Building Maintenance	10,000			10,000	10,000
1,000	0	1,565	7630570	Property Improvements	1,000			1,000	1,000
0	427	0	7630850	Special Project - New Chairs	0			0	0
17,000	13,778	9,246		SUB TOTAL MATERIALS	17,000		0	17,000	17,000
1,200	1,183	-2,642	7630320	Liability Insurance	1,250	*		1,250	1,250
1,200	1,183	-2,642		SUB TOTAL OTHER CHARGES & TRANSFERS	1,250	*	0	1,250	1,250
18,200	14,961	6,604		TOTAL MARKET BUILDING	18,250		0	18,250	18,250
-22,000	-21,720	-18,775	87029	Market Building Revenue	-22,000			-22,000	-22,000
-22,000	-21,720	-18,775		TOTAL MARKET BUILDING REVENUE	-22,000		0	-22,000	-22,000
-3,800	-6,759	-12,171		NET TO TOWN MARKET BUILDING	-3,750	*	0	-3,750	-3,750

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***MARKET BUILDING***

STATEMENT OF PURPOSE:

To fund utilities, expenditures, service and maintain furnace. Purchase of minor supplies and insurance.

PERFORMANCE DATA:

Centre during the week, the Farmer's Market on Saturdays and outside rentals in the remainder of the time. The facility is open 7 days per week. No cost to rent for seniors.

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7630180	Telephone Expense	All accounts to remain the same as the building bookings are consistent over the next few years - Farmer's Market, Seniors, Dog School, etc. Rates to increase and will only reflect a minor increase in the budget.
	7630320	Liability Insurance	
	7630460	Heat / Utilities	
2020	7630470	Building Maintenance	The building is currently cleaned by town staff five to six days a week and if additional cleaning is required the user groups and charged back.
	7630570	Property Improvements	
2020	87029	Market Building Revenue	Legislative Services responsible for the booking, processing fees, sign contracts, and correspond with rental parties. Maintenance Dept. is on call 24/7 for fire systems.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***CONCERT HALL FACILITIES - REVENUE*** ACCOUNT#: ***886***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
-20,000	-11,059	-11,855	8861	Wedding Rentals	-25,000	*		-25,000	-25,000
-55,000	-50,102	-23,590	8862	Bar Receipts	-60,000	*		-60,000	-60,000
-18,000	-7,471	-3,350	8863	Specials Productions	-18,000			-18,000	-18,000
-21,000	-33,100	-29,879	8864	Box Office Service Fees	-25,000	*		-25,000	-25,000
-13,000	-12,903	-7,719	8866	Event Service Rentals	-13,000			-13,000	-13,000
-700	-400	-750	8869	Meeting Rentals	-700			-700	-700
-35,000	-30,739	-28,088	88610	Concert / Theatre Rentals	-35,000			-35,000	-35,000
-1,200	-1,500	-500	88611	Banquet / Fundraiser Rentals	-1,200			-1,200	-1,200
-750	-200	100	88612	Other Rentals	-750			-750	-750
-1,500	0	-175	88613	Citizen's Forum Rentals (Cabaret / Other)	-1,500			-1,500	-1,500
-500	-400	-302	88815	Bottle Returns	-500			-500	-500
-200	-751	530	88816	Gift Certificates	-400			-400	-400
-166,850	-148,625	-105,578		TOTAL CONCERT HALL REVENUES	-181,050	*	0	-181,050	-181,050
359,659	325,136	272,088		TO CONCERT HALL EXPENDITURES	375,225		0	382,401	402,327
192,809	176,511	166,510		NET COST OF CONCERT HALL	194,175	*	0	201,351	221,277

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***CONCERT HALL - REVENUE***

STATEMENT OF PURPOSE:

To provide the Town of Cobourg with a cultural facility for the community and professional groups. To provide banquet facilities and community meeting rooms.

PERFORMANCE DATA:

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	8861	Wedding Rentals	Budget will be kept close
2020	8862	Bar Receipts	Revenue collected from bar at weddings and events
2020	8863	Special Productions	Special productions
2020	8864	Box Office Service Fees	All tickets sold through box office are charged fees for the service. Online ticket sales and mail-out of tickets are also charged for this service to the consumer.
2020	8886	Event Service Rentals	Each of these rentals are based on the specific type of rental. Theatre rentals brings in the most. Event Service rentals are for things such as chairs, tables, easels, special lighting etc
	8868	Meeting Rentals	
	88610	Concert / Theatre Rentals	
	88611	Banquet / Fundraising Rentals	
	88612	Other Rentals	
	88615	Bottle Returns	Tracking of bottle returns
	88616	Gift Certificates	Tracking of gift certificates sold - to be marketed in 2020

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***CONCERT HALL FACILITIES*** ACCOUNT#: ***7500.100***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
181,241	111,225	128,506	750010	Payroll Salaries & Wages	192,366	*		195,732	199,155
6,000	20,483	21,267	750011	Payroll Salaries & Wages - Overtime	6,000			6,105	6,215
10,200	9,406	7,963	750012	Payroll Standby	10,200			10,379	10,560
9,140	58,600	28,380	750015	Payroll Part Time Wages	9,226			9,388	9,552
5,320	10,288	6,743	750072	Payroll Bar Staff Wages	5,320			5,413	5,508
65,150	40,190	33,678	750030	Payroll Fringe Benefits	67,817	*		73,248	88,849
2,458	10,005	8,881	750032	Payroll Part Time Benefit	2,546	*		2,886	3,238
250	234	277	750060	Footwear	250			250	250
0	376	251	750080	Meal Allowance	100	*		100	100
279,759	260,807	235,946		SUB TOTAL SALARIES, WAGES & BENEFITS	293,825	*	0	303,501	323,427
2,000	1,590	1,120	7500150	Office Supplies	2,000			2,000	2,000
1,600	1,770	1,162	7500181	Telephone - Cellular	1,600			1,600	1,600
5,000	4,985	4,481	7500210	Advertising & Promotions	7,500	*		5,000	5,000
1,000	493	538	7500230	Photocopier Expenses	1,000			1,000	1,000
1,500	710	276	7500240	Postage & Couriers	1,500			1,500	1,500
0	38	0	7500250	Memberships & Subscrip'ns	0	*		0	0
2,000	611	332	7500260	Training & Courses	1,000			1,000	1,000
1,000	0	0	7500270	Travel Expense	1,000			1,000	1,000
9,600	9,041	1,310	7500590	Other Maint & Repairs	9,600			9,600	9,600
6,700	6,228	6,785	7500670	Other Equipment Purchases	6,700			6,700	6,700
15,000	11,227	569	7500800	Special Events - Sponsored Events	15,000			15,000	15,000
700	321	239	7500830	Consumables Supplies - Bar	700			700	700
2,800	2,949	1,961	7500831	Consumables - Non-alcohol purchase	2,800			2,800	2,800
6,000	6,672	3,310	7500832	Consumables - Beer Purchases	6,000			6,000	6,000
13,000	9,795	6,093	7500833	Consumables - Wine / Liquor Purchases	13,000			13,000	13,000
12,000	11,395	9,091	7500919	Bank Service Charges	12,000			12,000	12,000
0	-3,496	-1,125	7500991	Recoveries	0			0	0
79,900	64,329	36,142		SUB TOTAL MATERIALS	81,400		0	78,900	78,900
359,659	325,136	272,088		TOTAL CONCERT HALL FACILITIES	375,225	*	0	382,401	402,327

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***CONCERT HALL FACILITIES***

STATEMENT OF PURPOSE:

To provide the Town of Cobourg with a cultural facility for community and professional groups. To provide banquet facilities and community meeting rooms.

PERFORMANCE DATA:

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	750012/15	Payroll Salaries & Wages	Contractual Obligations
2020	750011	Payroll Overtime	Reflects the overtime required to run box office and facility 7 days a week for shows, set-up, weddings
2020	7500150	Office Supplies	Office supplies including ticket stock
2020	7500210	Advertising and Promotions	Increase in advertising to improve ticket sales to new concert bookings.
2020	7500240	Postage and Couriers	Email newsletters to reduce postage charges
2020	7500260	Training Courses	2 training days on Theatre Manager
2020	7500670	Other Equipment Purchases	Consumable supplies for lighting and set-ups, wires required for technical products (screen gels and gobos)

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: COMMUNITY ***GRANTS*** ACCOUNT#: ***7000.20***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
50,946	34,860	41,400	7020940	General Grants	50,000			0	0
0	0	0	7020942	Concert Hall	0			0	0
0	0	0		Allowance Community Grants	0			0	0
0	0	0	7020912	Transfer from Reserve Northam - Hospital	0			0	0
50,946	34,860	41,400		SUB TOTAL OTHER CHARGES & TRANSFERS	50,000		0	0	0
50,946	34,860	41,400		TOTAL ORGANIZATION GRANTS	50,000		0	0	0

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMUNITY GRANTS

	2017 Approved	2018 Request	2018 Approved	2019 Request	2019 Approved	2020 Request	2020 Approved
COMMUNITY GRANTS							
Community Care Northumberland	2,000	2,000	2,000	2,000	2,000	2,000	
Cobourg Museum Foundation - Property Taxes	3,000	3,000	3,000	4,000	4,000	4,000	
Cobourg Museum Foundation - Capital Grant	4,500	4,500	4,500	4,500	4,500	6,000	
Northumberland Orchestra	2,000	4,000	2,000	4,000	2,000	5,000	
Victoria Hall Volunteers	7,500	5,000	5,000	4,500	4,520	5,000	
OSGA District 12 Senior Games	0	300	300	0	0	0	
Legion - Education Taxes	1,250	1,100	1,100	0	0	0	
Victorian Operetta Society	2,600	5,000	3,000	3,000	1,808	4,000	
Cornerstone Grant	0	2,000	0	0	0	0	
Art Gallery	20,000	0	0	0	0	0	
Marie Dressler	0	6,200	6,200	1,000	1,000	15,000	
Cobourg Ecology Garden	1,929	2,000	2,500	2,575	2,000	2,425	
Cobourg Community Garden Group	700	600	0	0	0	0	
Lions Club of Cobourg	0	30,000	0	0	0	0	
Northumberland 89.7 FM	3,000	4,000	2,500	3,000	1,582	3,220	
Cobourg & District Historical Society	972	1,084	1,084	1,487	989	1,517	
Oriana Singers	0	3,000	1,000	3,000	2,000	3,000	
Cobourg Lawn Bowling Club	0	5,500	5,500	5,500	5,439	5,500	
Northumberland Film Sundays	0	500	0	0	0	0	
Children's Foundation	0	500	0	0	0	0	
La Jeunesse Choirs	0	2,000	1,000	2,000	1,865	2,000	
Sound of The Next Generation	0	2,500	2,500	2,500	2,000	2,500	
Cobourg Highland Games	0	0	0	9,000	3,000	2,900	
Santa Claus Parade Committee	0	0	0	10,000	10,000	0	
Driftwood Theatre	0	0	0	2,000	0	0	
Fern Blodgett Sunde Commemoration	0	0	0	5,000	0	7,000	
Les Amis	0	0	0	6,000	2,000	5,000	
Old Cat Hollow Studio	0	0	0	2,000	0	0	
Therapeutic Paws of Canada	0	0	0	215	243	415	
Cobourg Collegiate Institute	0	0	0	0	0	350	
Cobourg Farmers Market Association	0	0	0	0	0	7,929	
Green Wood Coalition	0	0	0	0	0	3,000	
Horizon of Friendship	0	0	0	0	0	6,500	
Northumberland Community Counselling Centre	0	0	0	0	0	20,000	
Northumberland Hispanic Cultural Club	0	0	0	0	0	2,500	
Northumberland Learning Connection	0	0	0	0	0	3,000	
OSGA 55+ Games	0	0	0	0	0	250	
Terry Fox Public School - Learning Life Skills Classes	0	0	0	0	0	528	
The Children's Foundation	0	0	0	0	0	3,200	
The Help Centre	0	0	0	0	0	8,000	
Transition House Coalition of Northumberland	0	0	0	0	0	11,000	
Transfer from Contingency	-1,500	-34,784					
TOTAL COMMUNITY GRANTS	47,951	50,000	43,184	77,277	50,946	142,734	0

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***COMMUNITY GRANTS***

STATEMENT OF PURPOSE:
To provide grants and/or subsidies to various Community Organizations.

PERFORMANCE DATA:

Grants subject to change based on Grant Policy
Establishment of Contingency Fund.

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7020940	General Grants	All grants are subject to the Municipal Community Grants Policy Annual process so no amounts established for 2021 & 2022

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***CIVIC AWARDS COMMITTEE*** ACCOUNT#: ***7000.30***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
1,000	1,765	357	7030210	Advertising & promotions	1,000			1,000	1,000
1,000	1,031	1,174	7030220	Printing	1,000			1,000	1,000
3,000	2,875	3,926	7030340	Presentations	3,000			3,000	3,000
-5,000	-3,500	-2,500	7030956	Recoveries	-5,000			-5,000	-5,000
0	2,171	2,957		SUB TOTAL MATERIALS	0		0	0	0
0	2,171	2,957		TOTAL CIVIC AWARDS COMMITTEE	0		0	0	0

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***CIVIC AWARDS COMMITTEE***

STATEMENT OF PURPOSE:

Recognition of accomplishments of Cobourg Citizens.
Annual presentation event.

PERFORMANCE DATA:

The Civic Awards Committee is a self-funding organization. Any surplus of receipts over expenditures goes into a holding account for future use to cover potential deficient.

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7030991	Civic Awards - Recoveries	This committee raises sufficient funds each year through sponsorship of the event to cover the costs associated with it. Any annual surplus is placed in a Special Holdings account in case of a future deficit.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***SPECIAL EVENTS*** ACCOUNT#: ***7100.100***

2019 BUDGET	2018 YTD	2019 YTD		CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
171,057	64,449	106,815		710010	Payroll Salaries & Wages	183,089	*		190,712	194,050
0	4,130	4,808		710011	Payroll Overtime	2,877	*		2,927	2,978
0	9,665	4,747		710015	Payroll Part-time Wages	4,700	*		4,782	4,866
50,173	21,018	31,726		710030	Payroll Fringe Benefits	53,587	*		59,657	67,845
0	1,378	1,950		710031	Payroll Part-time Benefits	823	*		932	998
0	0	0	NEW		Clothing	600			600	600
221,230	100,640	150,046			SUB TOTAL SALARIES, WAGES & BENEFITS	245,676	*	0	259,610	271,337
400	11	184		7100150	Office Supplies	400			400	400
1,500	582	434		7100180	Telephone	1,500			1,500	1,500
4,500	4,731	3,722		7100210	Advertising & Promotion	5,500	*		6,000	6,500
500	49	79		7100220	Printing	500			500	500
100	8	0		7100240	Postage	100			100	100
1,000	590	391		7100250	Membership & Subscrip'ns	1,000			1,000	1,000
200	740	0		7100260	Training & Courses	200			200	200
2,500	424	350		7100270	Travel Expense	2,500			2,500	2,500
2,500	903	1,560		7100380	Conferences & Conventions	2,500			2,500	2,500
4,000	3,559	550		7100850	Sp Project - First Night	4,000			4,000	4,000
5,500	5,834	5,190		7100851	Sp Project - Movies in the Park	5,500			5,500	5,500
25,000	29,432	33,855		7100852	Sp Project - Sandcastle Festival	25,000			25,000	25,000
20,000	20,210	3,899		7100853	Sp Project - Christmas Magic	75,000	*		85,000	95,000
4,000	24	0		7100854	Sp Project - Winter Festival	4,000			4,000	4,000
5,000	5,643	3,269		7100860	Sp Project - Street Pianos	0			0	0
26,000	30,617	27,832		7100861	Sp Project - Canada Day Celebrations	27,000	*		28,000	29,000
1,000	4,347	907		7100862	Sp Project - Family Day in Cobourg	1,000			1,000	1,000
3,000	3,094	0		7100863	Sp Project - Christmas Market	3,000			3,000	3,000
0	843	0		7100864	Sp Project - Canada 150	0			0	0
0	54,992	-225		7100865	Sp Project - Armistice 2018	0			0	0
30,000	0	0		7100866	Sp Project - 2020 Special Event	25,000			25,000	25,000
136,700	166,633	81,997			SUB TOTAL MATERIALS	183,700	*	0	195,200	206,700

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***SPECIAL EVENTS*** ACCOUNT#: ***7100.100***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
0	0	0	NEW	Transportation - Community Events	7,000	*		7,500	8,000
0	0	0	NEW	Port-a-Potties - Community Events	6,500	*		6,700	6,900
0	0	0	NEW	Garbage Removal - Community Events	16,000	*		16,500	17,000
0	0	0		SUB TOTAL CONTRACTED SERVICES	29,500	*	0	30,700	31,900
-22,500	-12,000	-12,500	87086	Recoveries	-22,500			-22,500	-22,500
-8,500	-9,708	-7,956	87087	Recoveries - Event Permit Fee	-9,000			-10,000	-11,000
-1,500	-4	0	87090	Recoveries - Wedding Ceremonies	-1,500			-1,500	-1,500
0	0	-3,399	87098	User Fees					
-30,000	0	0	87099	Recoveries - 2019 Special Event	-25,000			-25,000	-25,000
0	0	0	871147100	Recoveries - Provincial Grant	0			0	0
-5,000	-16,000	-5,000	871137100	Recoveries - Federal Grant	-5,000			-5,000	-5,000
-67,500	-37,712	-28,855		TOTAL REVENUE	-63,000		0	-64,000	-65,000
290,430	229,561	203,188		TOTAL SPECIAL EVENTS DEPT	395,876	*	0	421,510	444,937

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***SPECIAL EVENTS DEPT***

STATEMENT OF PURPOSE:

To provide the Town of Cobourg with a Special Event Department including staff and resource responsible for organizing and coordinating all aspects of Town events and to act as a liaison with all community events. To provide economic and community impact reports.

PERFORMANCE DATA:

An annual costing report on all events is provided each year. Evaluations will be completed on Town events to provide community and economic impact results and figures.

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	NEW	Clothing	Added for new clothing policy
2020	7100210	Advertising & Promotions	Increase to advertising and promotion budget to better promote events to citizens throughout the community.
2020	7100250	Memberships & Subscriptions	Festivals and Events Ontario - $400 IFEA (International Festivals and Events Association) - $600
2020	7100851	Movies on the Beach	Budget covers the full movie and rental for three movies each summer and VIP seating
2020	7100853	Christmas Magic	Recommended to budget increase in response to the public request and Christmas Magic Ad Hoc Committee recommendations. Additional budget is required to install lights in Victoria Park as per recommendations. Will also assist the Town in creating a cultural event for both locals and guests to enjoy throughout the winter season. Budget includes cost of renting street pole lights that had previously been in the Public Works budget.
2020	7100860	Street Pianos	Have recommended discontinuing the street piano event as it is increasingly difficult to find interested artists. Will be working with the Parks Dept. on community arts special project for the Town garbage bins.
2020	7100863	Christmas Market - Lighting Up Event	Community event leading up to the unveiling of Christmas Magic. Budget covers cost of glow sticks, sponsorship to Habitat for Humanity gingerbread house competition and appearance by Santa.
2020	NEW	Transportation Special Events	Used during Waterfront and Sandcastle Festival to transport individuals to the Downtown Area.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***CULTURE & COMMUNITY*** FUNCTION/ACTIVITY: ***SPECIAL EVENTS DEPT***

STATEMENT OF PURPOSE:

To provide the Town of Cobourg with a Special Event Department including staff and resource responsible for organizing and coordinating all aspects of Town events and to act as a liaison with all community events. To provide economic and community impact reports.

PERFORMANCE DATA:

An annual costing report on all events is provided each year. Evaluations will be completed on Town events to provide community and economic impact results and figures.

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	NEW	Port-A-Potties Special Events	in response to lack of public washrooms in the downtown and beach area during busy festival weekends.
2020	NEW	Garbage Removal Special Events	Garbage removal during Waterfront Festival
2020	87086	Recoveries	Reflects sponsorship collected and wristband sales at Sandcastle Festival, grants, etc.
2020	87087	Recoveries - Event Permit Fee	Permit fees from third party approved events
2020	87090	Wedding Ceremonies	Wedding ceremonies that take place on Town property are permitted through the Community Events application.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

2020 FESTIVALS

Movies on the Beach		
Budget		*5,500*
Recoveries (Sponsorship)		*-5,000*
	TOTAL	*500*
15th Annual Sandcastle Festival		
Budget		*25,000*
Recoveries - Title sponsor		*-5,000*
Recoveries (supporting sponsor - 3 @ $500)		*-1,500*
Wristband Sales / Entry Fees		*-2,500*
	TOTAL	*16,000*
Christmas Magic		
Budget		*75,000*
Recoveries		*-500*
	TOTAL	*74,500*
Winter Event - Savoury Celebrations		
Budget		*4,000*
	TOTAL	*4,000*
First Night		
Budget		*4,000*
	TOTAL	*4,000*
Canada Day		
Fireworks		*27000*
Recoveries (Sponsorship and Grants)		*-8,000*
	TOTAL	*19000*
Family Day Skate		
Budget		*1000*
	TOTAL	*1000*
Christmas Market - Lighting Up Ceremony		
Event related infrastructure/movie/guest chefs		*3000*
	TOTAL	*3000*
Recoveries		***-22,500***

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture **DEPARTMENT:** Concert Hall 1. **PROJECT NAME & DESCRIPTION** Box Office / Information Centre	3. **PROJECT DETAIL & JUSTIFICATION:** To relocate the Concert Hall box office to Victoria Hall lobby making it more accessible and to stimulate additional walk-in ticket sales. To locate the Visitor Information Centre in the Victoria Hall lobby, the busiest pedestrian location in the downtown core. After two successful test pilots 2018/2019, this location handled considerable traffic. A heritage style customer service counter will occupy the west side of the lobby, with souvenir display units, Concert Hall attraction posters, two computer stations, cash register and staff operating space. Public Consultation Process **Yes**		
2. **COMMITMENTS MADE:**	4. **EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. **EXPENDITURES** CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	50,000		
6. **NET REQUIREMENTS:** **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	50,000	0	0
7. ANNUAL TAX REQUIREMENT	50,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	3. **PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Concert Hall	Upgrade current Concert Hall facilities to provide modern amenities and to expand opportunities for weddings and event catering.		
1. **PROJECT NAME & DESCRIPTION** Concert Hall Kitchen Improvements	Public Consultation Process **No**		
2. **COMMITMENTS MADE:**	4. **EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. **EXPENDITURES** CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER		100,000	100,000
6. **NET REQUIREMENTS:** **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	0	100,000	100,000
7. ANNUAL TAX REQUIREMENT	0	100,000	100,000

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	3. **PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Concert Hall	Aging and obsolete bleacher system will need to be replaced with a safer, more accessible and more compact system.		
1. **PROJECT NAME & DESCRIPTION** Bleacher System	Public Consultation Process **Yes**		
2. **COMMITMENTS MADE:**	4. **EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. **EXPENDITURES** CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER		100,000	
6. **NET REQUIREMENTS:** **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	0	100,000	0
7. ANNUAL TAX REQUIREMENT	0	100,000	0

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***PARKS - REVENUE*** ACCOUNT#: ***880***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
-22,000	-22,124	-20,000	8802	Victoria Park Canteen	-20,000			-20,000	-20,000
-100,000	-76,440	0	8804	Parking Revenue	-100,000			-100,000	-100,000
-12,000	-11,072	-12,576	8806	User Fees	-12,000			-12,500	-13,000
-5,000	-5,000	0	8809	Donation From DBIA - For Baskets	-5,000			-5,000	-5,000
-2,000	-2,493	-1,614	88011	Beach Rentals	-2,000			-2,500	-2,800
0	0	-13,244	88011	Donations	-6,000			-6,000	-6,000
0	0	-11,760	871137210	Federal Grants Student Wages	-5,000			-5,000	-5,000
-141,000	-117,129	-59,194		TOTAL PARKS RECEIPTS	-150,000		0	-151,000	-151,800
2,148,037	2,248,125	1,744,191		TOTAL PARKS EXPENDITURES	2,284,184	*	0	2,382,910	2,508,600
2,007,037	2,130,996	1,684,997		COST TO TOWN	2,134,184	*	0	2,231,910	2,356,800

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***PARKS REVENUE*** ACCOUNT #: 880

STATEMENT OF PURPOSE:
Various park facilities generate revenue to offset some of the operating costs of the parks department.

PERFORMANCE DATA:

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	8804	Parking Revenue	A portion of funds collected through parking meters and fines in Victoria Park area are returned to the Parks budget to assist with maintenance costs.
2020	8806	User Fees	Rentals for Pavilion in Victoria Park
2020	8809	Donation from DBIA	To assist with downtown beautification flower baskets
2020	88011	User Fees	Beach Rentals
2020	88012	Parks Donations	Public donations for memorial benches, etc.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***PARKS ADMINISTRATION*** ACCOUNT#: ***7200.20***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
789,319	744,585	415,553	721010	Payroll Salaries & Wages	785,541			803,292	817,949
26,013	70,217	27,645	721011	Payroll - Overtime	44,686	*		45,468	46,264
0	8,329	0	721012	Payroll - Standby	0			0	0
184,583	81,402	35,609	721015	Payroll - Part-time	192,173	*		195,536	198,958
266,235	218,468	114,974	721030	Payroll Fringe Benefits	266,825			289,611	312,147
31,379	9,432	3,962	721031	Payroll Fringe Benefits - Part-time	33,630	*		38,130	42,776
4,000	8,256	5,835	721050	Clothing	5,500	*		5,500	5,500
4,000	0	3,934	721051	Personal Protective Equipment	4,500	*		4,700	5,000
2,500	1,621	1,621	721060	Footwear	2,500			2,500	2,500
2,000	1,893	2,167	721080	Meal Allowance	2,000			2,000	2,000
1,310,029	1,144,203	611,300		SUB TOTAL SALARIES, WAGES & BENEFITS	1,337,355	*	0	1,386,737	1,433,094
5,000	6,011	2,393	7210150	Office Supplies	5,000			5,000	6,000
4,800	5,652	5,298	7210180	Telephone & Answering Svc	4,800			4,800	5,000
1,000	0	0	7210190	Communication License	1,000			1,000	1,000
400	0	0	7210210	Advertising & Promotion	400			400	400
700	2,696	0	7210250	Memberships & Subscrip'ns	700			700	700
10,000	5,030	6,767	7210260	Training & Courses	10,000			10,000	12,000
12,750	16,457	5,487	7210450	Heat	13,000	*		13,500	14,000
14,300	19,089	14,191	7210460	Utilities	14,600	*		14,900	15,200
14,000	24,327	23,398	7210470	Building Maintenance	20,000	*		20,000	20,000
15,400	15,358	7,462	7210500	Custodial / Cleaning Supplies	15,400			15,400	15,400
50,000	64,825	46,461	7210600	Vehicle Maintenance	55,000	*		60,000	65,000
40,000	54,628	31,382	7210650	Gasoline	40,000			40,000	42,000
6,000	3,169	3,813	7210670	Small Equipment Purchases	6,000			6,000	6,500
3,000	6,063	3,821	7210850	Special Project - Blue Flag	3,000			3,000	3,000
0	0	0	7210851	Special Project - YMCA PCC - Feasibility Study	0			0	0
0	0	0	7210912	Recoveries - Holdco	0			0	0
177,350	223,305	150,473		SUB TOTAL MATERIALS	188,900	*	0	194,700	206,200
33,200	31,962	-70,469	7210320	Liability Insurance	34,400	*		34,400	34,400
0	0	468	7210360	Consultant Fee - Waterfront Master Plan	0			0	0
33,200	31,962	-70,001		SUB TOTAL CONTRACTED SERVICES	34,400	*	0	34,400	34,400
70,000	70,000	70,000	7210930	Transfer to Vehicle Reserve	70,000			100,000	138,000
70,000	70,000	70,000		SUB TOTAL OTHER CHARGES & TRANSFERS	70,000		0	100,000	138,000
1,590,579	1,469,470	761,772		TOTAL PARKS ADMINISTRATION	1,630,655	*	0	1,715,837	1,811,694

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***PARKS ADMINISTRATION*** ACCOUNT #: ***7200.20***

STATEMENT OF PURPOSE:
To manage and maintain the Parks System for the Corporation.

PERFORMANCE DATA:

Responsible for all park facilities and employees.

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	721015	Salaries & Wages Part Time	Cityworks Student to assist with work orders Recovery from Special Events for staff time during events.
2020	721051	Personal Protective Equipment	Sharps containers, gloves, hard hats
2020	7210250	Memberships & Subscriptions	Ontario Parks Association - $691
2020	7210260	Training & Courses	Professional development and mandatory training for certifications, health & safety,etc.
2020	7210470	Building Maintenance	Costs of Building 7 shared evenly with Public Works
2020	7210600	Vehicle Maintenance	Increase to reflect actual maintenance requirements (including $3,000 for mandatory maintenance program)
2020	7210850	Special Project - Blue Flag	Cost associated with annual certification by the Federation for Environmental Education that a beach marina or sustainable boating tourism operator meets its stringent standards. Regular testing for E. coli & setup.
2020	7210930	Transfer to Vehicle Reserve	Re-evaluation in 2020 requires $138,000 (gradual increase)

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***PARKS MAINTENANCE*** ACCOUNT#: ***7200.30***

2019 BUDGET	2018 YTD	2019 YTD		CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
0	64,086	168,404		723010	Payroll Salaries & Wages	0		0	0	0
0	11,508	19,937		723011	Payroll - Overtime	0		0	0	0
0	62,668	97,423		723015	Payroll Part Time Wages	0		0	0	0
0	26,110	59,937		723030	Payroll Fringe Benefits	0		0	0	0
0	7,203	13,359		723031	Payroll Part Time Benefit	0		0	0	0
0	171,575	359,060			SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
70,000	73,608	57,802		7230460	Utilities	72,000	*		72,500	73,000
15,000	12,135	14,993		7230470	Building Maintenance	15,000			15,000	17,000
3,000	4,998	2,184		7230475	Signs	3,000			3,200	3,500
10,000	7,336	5,196		7230500	Cleaning Maintenance	10,000			10,000	10,000
7,500	5,153	7,522		7230510	Electrical Repairs	7,500			7,500	7,500
5,000	5,546	4,869		7230520	Plumbing Repairs	5,000			5,000	5,000
15,000	22,303	20,494		7230570	Property Improvements	20,000	*		21,000	22,000
10,000	5,796	2,940		7230691	Equipment Rental	8,000			8,000	8,500
135,500	136,875	116,000			SUB TOTAL MATERIALS	140,500	*	0	142,200	146,500
25,000	30,198	23,896		7230480	Garbage Removal	25,000			25,000	25,000
10,000	0	15,579		7230751	Parks Maintenance Contracts	20,000	*		21,000	22,000
0	0	0	NEW		Port-A-Potties	30,000	*		33,000	35,000
30,000	24,585			7230750	Bylaw Enforcement	32,000	*		34,000	36,000
10,000	0	7,927		7230850	Special Project - Victoria Park Bandshell	0			0	0
6,000	0	4,622		7230851	Special Project - Splashpad Repairs	0			0	0
0	0	0	NEW		Special Project - Jubilee Park Kiosk/Pergola Rep	8,000	*		0	0
0	0	0	NEW		Special Project - Ecology Garden Access Path	3,000	*		0	0
81,000	54,783	52,024			SUB TOTAL CONTRACTED SERVICES	118,000	*	0	113,000	118,000
18,400	19,537	17,295		7230540	Rent - Dog Park	18,400			18,400	20,400
18,400	19,537	17,295			SUB TOTAL FIINANCIAL	18,400		0	18,400	20,400
234,900	382,770	544,379			TOTAL PARKS MAINTENANCE	276,900	*	0	273,600	284,900

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***PARKS MAINTENANCE*** ACCOUNT #: ***7200.30***

STATEMENT OF PURPOSE:

To manage and maintain all large and small parks and all buildings and facilities located therein including the operations building.

PERFORMANCE DATA:

Beach Groomings (20 Small Parks)
Canteens
Buildings
Playgrounds
Centennial Swimming Pool - Start/Close
Garbage Pick Up
Special Events
Spray Pad

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7230540	Rent - Dog Park	Rental of Dog Park - $1,526.40 / month
2020	7230570	Property Improvements	To maintain stock of tables and benches, repair garbage containers, install parking barriers and paint buildings.
2020	7230691	Equipment Rentals	Increased costs of equipment rentals for maintenance.
2020	7230751	Parks Maintenance Contractor	Annual additional support to maintain park flower beds, shrubs, etc.
2020	NEW	Port-A-Potties	New for Victoria Park (summer) to meet demand
2020	NEW	Special Project - Jubilee Park Kiosk	Repair and paint kiosk
2020	NEW	Special Project - Ecology Garden Access Path	Maintain accessible path and an additional 75 feet of path

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***HORTICULTURE*** ACCOUNT#: ***7200.20***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
0	15,806	66,110	722010	Payroll Salaries & Wages	0		0	0	0
0	624	7,919	722011	Payroll - Overtime	0		0	0	0
0	40,243	45,248	722015	Payroll Part Time Wages	0		0	0	0
0	5,446	21,850	722030	Payroll Fringe Benefits	0		0	0	0
0	4,796	5,356	722031	Payroll Students Benefits	0		0	0	0
0	66,915	146,483		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
16,700	15,972	9,972	7220450	Heat	16,800			16,900	17,000
5,300	4,903	4,996	7220460	Utilities	5,400			5,800	6,000
6,000	3,835	4,547	7220470	Building Maintenance	6,000			6,500	7,000
0	66	0	7220475	Ecology Garden Maintenance	0			0	0
27,000	25,382	22,582	7220505	Horticulture Supplies	29,000	*		30,000	31,000
15,000	21,602	15,276	7220550	Horticulture - Downtown Beautification	15,000			15,000	16,000
0	947	0	7220850	Special Project - Communities in Bloom	0			0	0
70,000	72,707	57,373		SUB TOTAL MATERIALS	72,200	*	0	74,200	77,000
70,000	139,622	203,856		TOTAL HORTICULTURE	72,200	*	0	74,200	77,000

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***HORTICULTURE*** ACCOUNT #: ***7200.20***

STATEMENT OF PURPOSE:
Municipal beautification.

PERFORMANCE DATA:

3 season planting
Downtown beautification
Greenhouse complex
Sensory Garden

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7220505	Horticultural Supplies	This line item includes: Seed Cuttings Fertilizer Plant Medium Containers Biological Control Seniors Program Plants, bulbs, shrubs and trees
2020	7220550	Property Improvements - Annual Beautification	Downtown baskets Replace old shrubs / beds

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***FORESTRY SERVICES*** ACCOUNT#: ***3100.110***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
63,396	78,805	63,194	311110	Payroll Salaries & Wages	64,639	*		65,770	66,921
2,500	4,250	7,289	311111	Payroll - Overtime	6,500	*		6,614	6,729
9,380	4,412	11,563	311115	Payroll Part Time Wages	9,544			9,711	9,881
21,087	25,816	21,555	311130	Payroll Fringe Benefits	23,476	*		25,334	27,251
1,595	447	1,345	311131	Payroll Part Time Benefits	1,670	*		1,894	2,124
200	203	203	311160	Footwear	200			200	200
98,158	113,933	105,149		SUB TOTAL SALARIES, WAGES & BENEFITS	106,029	*	0	109,523	113,106
250	350	32	3111150	Office Supplies	250			250	300
650	545	697	3111250	Memberships & Subscriptions	650			750	800
1,500	868	1,581	3111260	Training & Courses	1,500			2,000	2,500
2,500	146	371	3111650	Gasoline	2,500			2,500	2,800
2,500	2,094	1,985	3111680	Other Equip Maint & Repairs	2,500			2,500	2,500
20,000	20,257	18,455	3111853	Special Project - Emerald Ash	40,000	*		45,000	50,000
5,000	3,911	1,992	3111854	Special Project - Open Space Maintenance	5,000			5,000	5,000
4,000	4,364	453	3111855	Special Project - Forest Inventory Program	4,000			4,250	4,500
0	3,049	0	3111856	Special Project - Neighbor Wood Program	0			0	0
36,400	35,584	25,566		SUB TOTAL MATERIALS	56,400	*	0	62,250	68,400
50,000	42,945	7,289	3111750	Contracts - Tree Planting	50,000			50,000	50,000
12,000	5,910	2,167	3111751	Contracts - Emergency Removals Hazards	12,000			12,000	13,000
30,000	30,015	9,190	3111753	Contracts - Tree Maintenance	30,000			30,000	31,000
92,000	78,870	18,646		SUB TOTAL CONTRACTED SERVICES	92,000		0	92,000	94,000
-25,000	-25,000	0	871153111	Transfer - Tree Levy Reserve	-25,000			-25,000	-25,000
-25,000	-25,000	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-25,000		0	-25,000	-25,000
201,558	203,387	149,361		TOTAL ROADSIDE TREE TRIMMING	229,429	*	0	238,773	250,506

11-25-19

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***FORESTRY SERVICES*** ACCOUNT #: ***3100.110***

STATEMENT OF PURPOSE:

To ensure no trees are a potential risk/liability.
To replace/plant new trees in areas where trees have been removed/not provided.

PERFORMANCE DATA:

Trees	2017	2018	2019
Removed	80	81	164
Planted	151	208	150
Feed/Preserve	382	697	350
Prune	692	596	416
Mulch	625	605	500
Service Requests	395	290	285
Inspections	721	756	935

Mulch - Right of Way and Parks trees

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	3111250	Memberships & Subscriptions	ISA Dues - $400 ISAO - $250
2020	3111260	Training & Courses	Industry standards - specific training for new bug species.
2020	3111853	Special Project - Emerald Ash	Additional Ash tree removal due to EAB - increase to 2015 level - replacement included in Tree Planting budget.
2020	3111854	Special Project - Open Space Maintenance	Tree trimming, etc.
2020	3111855	Special Project - Forest Inventory Program	GIS inventory for maintenance of public trees.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***PARKS ATHLETIC FACILITIES*** ACCOUNT#: ***7200.40***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
0	0	5,005	724010	Payroll Salaries & Wages	0		0	0	0
0	0	0	724011	Payroll - Overtime	0		0	0	0
0	0	180	724015	Payroll Part Time Wages	0		0	0	0
0	0	1,917	724030	Payroll Fringe Benefits	0		0	0	0
0	0	20	724031	Payroll Part Time Benefit	0		0	0	0
0	0	7,122		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
16,500	12,961	19,230	7240475	Athletics Field Mtce	18,500	*		19,000	20,000
2,500	3,365	6,082	7240570	Property Improvements	5,000	*		5,500	6,000
19,000	16,326	25,312		SUB TOTAL MATERIALS	23,500	*	0	24,500	26,000
7,500	7,327	1,420	7240551	Port-A-Potties	8,000	*		8,500	9,000
7,500	7,327	1,420		SUB TOTAL CONTRACTED SERVICES	8,000	*	0	8,500	9,000
26,500	23,653	33,854		TOTAL PARKS ATHLETIC FACILITIES	31,500	*	0	33,000	35,000

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***ATHLETIC FACILITIES*** ACCOUNT #: ***7200.40***

STATEMENT OF PURPOSE:

To manage and maintain all ball diamonds located within our Parks System.

PERFORMANCE DATA:

15 Ball Diamonds (2 with lights)
10 Soccer Fields (1 with lights)
6 Tennis Courts (lights)
1 Basketball Court at Fitzhugh
13 Playgrounds maintained and inspected to CAW / CSA Z614-98
Beach Volleyball
Splash Pad
Rugby Field

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7240475	Athletic Field Maintenance	Supplies and material for sporting and playground facilities, including new soccer pitch at CCA. Field talc Line Paint Surfacing Materials Playground Equipment Irrigation
2020	7240551	Port-A-Potties	Donegan Park, Westwood, James, Tracy, Cobourg Conservation Area, Peace Park (if required due to fishing.
2020	7240570	Property Improvements	Replenish clay at Legion Fields and Donegan, etc.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***PARKS TURF MAINTENANCE*** ACCOUNT#: ***7200.50***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
0	111	4,152	725010	Payroll Salaries & Wages	0		0	0	0
0	0	366	725011	Payroll Overtime	0		0	0	0
0	0	807	725015	Payroll Part Time Wages	0		0	0	0
0	52	1,557	725030	Payroll Fringe Benefits	0		0	0	0
0	0	95	725031	Payroll Part Time Benefit	0		0	0	0
0	163	6,977		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
8,000	15,636	17,907	7250600	Vehicle & Equipment Mtce	12,000	*		16,000	18,000
18,000	0	17,782	7250850	Special - Rebuild Wide Area Mower	0			0	0
-18,000	0	-17,782	7250913	Recoveries - Equipment Reserve	0			0	0
8,000	15,636	17,907		SUB TOTAL MATERIALSS	12,000	*	0	16,000	18,000
8,000	15,799	24,884		TOTAL PARKS TURF MAINTENANCE	12,000	*	0	16,000	18,000

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***PARKS TURF MAINTENANCE*** ACCOUNT #: ***7200.50***

STATEMENT OF PURPOSE:

To manage and maintain all Turf areas under our jurisdiction. Including all roadside cutting.

PERFORMANCE DATA:

Cutting and trimming approximately 280 acres of turf:

- Fertilizing
- Weed Control
- Aerating
- Top Dressing
- IPM Program
- ODC

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7250600	Vehicle & Equipment Maintenance	Increased costs to maintain turf equipment

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** *FUNCTION/ACTIVITY:* ***CENTENNIAL POOL*** ACCOUNT#: ***7200.60***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
5,000	3,954	3,572	7260450	Heat	5,000			5,000	5,000
7,000	6,433	5,388	7260460	Utilities	7,500	*		7,500	7,500
7,500	3,037	16,271	7260570	Property Improvements	15,000	*		15,000	15,000
4,000	0	854	7260580	Materials Repair	4,000			4,000	4,000
-7,000	0	0	7260913	Recoveries - Holdco Reserve	0			0	0
16,500	13,424	26,085		SUB TOTAL MATERIALS	31,500	*	0	31,500	31,500
16,500	13,424	26,085		TOTAL CENTENNIAL POOL	31,500	*	0	31,500	31,500

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***CENTENNIAL POOL*** ACCOUNT #: ***7200.60***

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
Maintenance on Centennial Pool, built in 1967.	YEAR	CODE	OBJECT	DETAILS
				YMCA staff maintain and operates programs at Centennial Pool. Town owned facility.
PERFORMANCE DATA:				

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: AQUATICS LIFEGUARDS ACCOUNT#: ***7650.100***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
189,300	198,000	148,500	7650750	Lifeguards & Supplies	210,485	*		214,700	219,000
10,000	10,000	7,500	7650751	Grants & Transfers	10,000			10,000	10,000
25,000	26,488	23,964	7650850	Special Project - Lifeguard Chairs	0			0	0
0	-12,000	0		Recoveries - 2017 Lifeguard Chair	0			0	0
224,300	222,488	179,964		SUB TOTAL OTHER CHARGES & TRANSFERS	220,485		0	224,700	229,000
224,300	222,488	179,964		TOTAL AQUATICS LIFEGUARDS	220,485		0	224,700	229,000

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: AQUATICS LIFEGUARDS ACCOUNT#: 7650.100

STATEMENT OF PURPOSE:

To provide lifeguarding services at Victoria Beach and Centennial Pool.

PERFORMANCE DATA:

Funding History

1999	138,155
2000	138,155
2001	138,155
2002	150,195
2003	150,195
2004	150,195
2005	150,195
2006	150,195
2007	150,195
2008	160,000
2009	160,000
2010	162,000
2011	166,500
2012	167,584
2013	177,613
2014	185,585
2015	170,000
2016	165,000
2017	175,000
2018	198,000
2019	189,300

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7650940	Lifeguards & Supplies	Contract with YMCA to operate Centennial Pool and provide lifeguarding services at Victoria Beach.
2020	7650941	Grants & Transfers	To assist with the cost of subsidized user fees.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***OUTDOOR RINK*** ACCOUNT#: ***7200.70***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
0	0	0	727015	Payroll Full Time Wages	0		0	0	0
0	0	0	727011	Overtime	0		0	0	0
0	0	0	727031	Payroll FT Time Benefits	0		0	0	0
0	0	0		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
14,000	11,098	13,363	7270460	Utilities	15,000	*		16,000	17,000
1,000	5,560	275	7270600	Vehicle Maint & Repairs	1,000			1,000	1,000
2,300	426	1,304	7270670	Other Equipment Purchases	2,500	*		2,500	3,000
2,500	4,156	7,439	7270680	Other Equipment Maint & Repairs	6,000	*		6,100	6,200
7,000	6,653	6,661	7270681	Setup / Tear Down	7,000			7,000	7,500
0	0	0	7270851	Special Project - Butterfly Wings Replacement	10,000	*		0	0
26,800	27,893	29,042		SUB TOTAL MATERIALS	41,500	*	0	32,600	34,700
1,700	1,642	-3,614	7270320	Liability Insurance	1,800	*		1,800	1,800
1,700	1,642	-3,614		SUB TOTAL CONTRACTED SERVICES	1,800	*	0	1,800	1,800
28,500	29,535	25,428		TOTAL OUTDOOR RINK	43,300		0	34,400	36,500

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***OUTDOOR RINK*** ACCOUNT #: ***7200.70***

STATEMENT OF PURPOSE:
Maintenance and operation of fountain / rink facility at Rotary Waterfront Park.

PERFORMANCE DATA:

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7270320	Liability Insurance	Allocation of liability insurance to this budget.
2020	7270680	Other Equipment Maint & Repairs	General routine maintenance Additional - repair of compressors
2020	7270851	Special Project - Butterfly Wings Repl	Replacing 16 butterfly wings around the fountain/rink.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***LEGION FIELDS - REVENUE*** ACCOUNT#: ***882***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
-7,000	-6,452	-2,547	8821	Regular Season Play	-7,000			-8,000	-8,250
-5,000	-3,626	-4,125	8822	Tournaments	-5,000			-6,000	-6,000
-30,000	-27,952	-23,287	8824	Canteen	-25,000			-25,000	-25,000
-42,000	-38,030	-29,959		TOTAL LEGION FIELDS REVENUE	-37,000		0	-39,000	-39,250
49,900	52,201	49,898		TOTAL LEGION FIELDS EXPENDITURES	53,800	*	0	41,400	42,650
7,900	14,171	19,939		NET TO TOWN	16,800	*	0	2,400	3,400

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***LEGION FIELDS*** ACCOUNT#: ***7450.100***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
0	0	0	745010	Payroll Full Time Wages	0		0	0	0
0	0	0	745011	Payroll - Overtime	0		0	0	0
0	12,665	12,637	745015	Payroll Part Time Wages	0		0	0	0
0	0	0	745030	Payroll Full Time Benefits	0		0	0	0
0	1,184	1,320	745031	Payroll Part Time Benefit	0		0	0	0
0	13,849	13,957		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
3,900	3,825	2,205	7450450	Heat	4,000	*		4,200	4,300
7,600	12,160	12,128	7450460	Utilities	7,700			8,000	8,250
1,500	1,247	5,770	7450470	Building Maintenance	3,000	*		3,100	3,200
1,000	1,152	485	7450500	Cleaning Supplies	1,000			1,300	1,400
2,000	2,200	323	7450510	Electrical Repairs	2,000			2,100	2,200
2,000	2,017	1,456	7450520	Plumbing Repairs	2,000			2,100	2,200
4,500	657	3,940	7450570	Diamond Maintenance	4,500			5,000	5,500
15,000	12,870	13,849	7450830	Consummable Supplies	12,500			12,500	12,500
0	0	679	7450919	Bank Service Fees	600	*		600	600
37,500	36,128	40,835		SUB TOTAL MATERIALS	37,300		0	38,900	40,150
2,400	2,224	-4,894	7450320	Liability Insurance	2,500	*		2,500	2,500
10,000	0		7450850	Special Project - Legion Fields Pedstrian Bridge	0			0	0
0	0	0 NEW		Special Project - Auto Locks for Building	10,000	*		0	0
0	0	0 NEW		Special Project - Canteen Equipment	4,000	*		0	0
12,400	2,224	-4,894		SUB TOTAL CONTRACTED SERVICES	16,500	*	0	2,500	2,500
49,900	52,201	49,898		TOTAL LEGION FIELDS	53,800	*	0	41,400	42,650

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***LEGION FIELDS*** ACCOUNT#: 7450.100

STATEMENT OF PURPOSE:
To manage and maintain a (3) three softball diamond facility.

PERFORMANCE DATA:

Hosted numerous provincial and OASA tournaments

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	8824	Canteen Revenue	Town running the canteen, budgeted amount reflects 2019 actuals.
2020	74503220	Liability Insurance	Allocation of liability insurance to this budget.
2020	7450470	Building Maintenance	Increase to reflect actual maintenance costs
2020	7450830	Consumables Supplies	Food and Beverage supplies to operate the canteen.
2020	NEW	Special Project - Auto Door Locks for Building	Update building to have automated door locks
2020	NEW	Special Project - Canteen Equipment	Replace aging canteen equipment

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***MARINA*** ACCOUNT#: ***883***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
-145,000	-144,782	-99,037	8831	Transient Fees	-100,000			-150,000	-150,000
-280,000	-274,263	-239,165	8832	Seasonal Fees	-285,000			-290,000	-290,000
-35,000	-40,837	-5,853	8833	Winter Storage	-35,000			-35,000	-35,000
-5,000	-4,836	-2,950	8834	Sewage Pumpout Fees	-5,100			-5,200	-5,200
-190,000	-193,001	-162,137	8835	Fuel Sales	-175,000			-197,700	-197,700
-8,200	-10,602	-9,313	8836	Miscellaneous	-8,400			-8,400	-8,400
-4,000	-6,126	-7,236	8837	Launching Fees	-6,000			-4,000	-4,000
-30,000	-32,576	-32,478	8838	Liftout - in	-30,000			-30,000	-30,000
-2,000	-1,400	-1,382	8839	Vending Revenue	-2,000			-2,000	-2,000
-2,880	-2,340	-1,475	88310	Marina Brochure Advertising	-2,880			-2,880	-2,880
-100	-90	-148	88311	Finance Charges	-100			-100	-100
-6,000	-6,265	-4,596	88312	Reservation Fees	-6,100			-6,200	-6,200
-8,600	-7,635	-7,585	88313	Facility Rentals	-8,600			-8,600	-8,600
-40,000	-24,461	0	88314	Parking Fees	-40,000			-40,000	-40,000
-3,360	-1,680	-5	88315	Summer Wage Grant	-3,360			-3,360	-3,360
-760,140	-750,894	-573,360		TOTAL MARINA REVENUES	-707,540		0	-783,440	-783,440
760,140	750,893	481,800		TOTAL MARINA EXPENDITURES	707,540		0	783,440	783,440
0	-1	-91,560		NET TO TOWN	0	*	0	0	0

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***MARINA*** ACCOUNT#: 7300.10

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
109,789	117,070	96,195	731010	Payroll - Full-time Wages	106,560			109,100	111,734
4,000	9,660	3,903	731011	Payroll - Overtime	2,808			2,857	2,907
92,085	82,967	78,793	731015	Payroll Part Time Wages	92,802			94,426	96,078
33,527	47,896	27,204	731030	Payroll - Full-time Benefits	32,762			35,766	38,906
15,654	8,610	9,050	731031	Payroll Part Time Benefit	16,240	*		18,413	20,657
1,200	1,098	985	731050	Clothing	1,200			1,200	1,200
256,255	267,301	216,130		SUB TOTAL SALARIES, WAGES & BENEFITS	252,372		0	261,762	271,482
800	263	339	7310150	Office Supplies	800			800	800
1,400	1,072	965	7310175	Internet Costs	1,400			1,400	1,400
2,100	1,853	1,570	7310180	Telephone & Answering Svc	2,100			2,100	2,100
3,000	2,636	518	7310210	Advertising & Promotions	6,000	*		6,000	6,000
2,000	752	1,746	7310220	Printing	2,000			2,000	2,000
300	60	19	7310240	Postage	100			300	300
1,400	579	1,491	7310250	Membership & Subscrip'ns	1,400			1,100	1,100
5,000	1,295	541	7310260	Training & Courses	5,000			5,000	5,000
1,500	650	289	7310270	Travel Expense	1,500			1,500	1,500
2,000	561	0	7310380	Conferences & Conventions	2,000			2,000	2,000
2,500	3,541	4,062	7310392	Ice Purchase	3,600	*		3,600	3,600
5,000	4,798	3,210	7310450	Heat	5,000			5,000	5,000
25,500	22,039	11,531	7310460	Utilities	26,000	*		26,000	26,000
10,000	4,265	6,955	7310470	Facilities Maintenance	10,000			10,000	10,000
5,000	2,689	1,003	7310500	Custodial/Cleaning Supplies	5,000			5,000	5,000
71,000	17,277	43,161	7310551	Dock Repair & Maintenance	99,000	*		53,000	53,000
19,500	31,057	0	7310552	Common Harbour Dredging Contribution	19,500			19,500	19,500
152,000	161,036	161,100	7310650	Fuel	140,000			158,141	158,141
3,200	2,548	2,508	7310670	Other Equipment Purchases	3,200			3,200	3,200
7,000	5,069	3,286	7310680	Other Equip Maint & Rep	7,000			7,000	7,000
1,500	117	21	7310691	Small Equip Maint & Rep	1,500			1,500	1,500
1,400	1,603	1,065	7310830	Beverage Purchase	1,400			1,400	1,400
3,000	0	0	7310851	Special Project - Wireless Internet	25,000	*		0	0
0	0	0	7310855	Special Project - Online Reservation Software	0			0	0
16,000	16,676	13,938	7310919	Bank Service Fees Visa / MC / POS	17,000	*		18,000	18,000
0	0	0	7310853	Special Project - Surveillance System	0			0	0
15,000	0	0	7310856	Special Project - Air Conditioning Reception	0			0	0
357,100	282,436	259,318		SUB TOTAL MATERIALS	385,500	*	0	333,541	333,541

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***MARINA*** ACCOUNT#: ***7300.10***

2019 BUDGET	2018 YTD	2019 YTD		CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
9,200	8,794	-19,258		7310320	Liability Insurance	9,500	*		9,500	9,500
2,200	2,262	2,483		7310480	Garbage Removal	2,500	*		2,300	2,300
9,958	6,596	4,519		7310550	Security Contract	10,000			10,000	10,000
2,100	1,209	1,191		7310750	Contracts	2,100			2,100	2,100
24,000	25,160	17,417		7310751	Liftout - In	24,000			24,000	24,000
47,458	44,021	6,352			SUB TOTAL CONTRACTED SERVICES	48,100		0	47,900	47,900
64,327	91,344	0		7310912	Transfer to/From Reserve Funds	468			136,637	126,917
0	0	0	NEW		Transfer to Vehicle Reserve	3,600			3,600	3,600
35,000	65,791	0		7310910	Transfer to Harbour	17,500			0	
99,327	157,135	0			SUB TOTAL OTHER CHARGES & TRANSFERS	21,568		0	140,237	130,517
760,140	750,893	481,800			TOTAL MARINA	707,540		0	783,440	783,440

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***MARINA*** ACCOUNT #: ***7300.100***

STATEMENT OF PURPOSE:

Operation of a small craft Marina.
at Rotary Waterfront Park.

PERFORMANCE DATA:

YEAR	TRANSIENT VISITORS	DOLLARS	
1997	4180	$102,019	
1998	4400	$114,420	
1999	4500	$111,800	
2000	4400	$105,420	
2001	4500	$105,480	
2002	4600	$107,100	
2003	4500	$105,590	
2004	4600	$110,372	
2005	4700	$116,022	
2006	4500	$114,984	
2007	4600	$121,543	
2008	4400	$118,164	
2009	4500	$137,758	
2010	4500	$139,894	
2011	4000	$128,343	
2012	3800	$131,141	
2013	3873	$139,306	
2014	3724	$125,868	
2015	Unavailable	$128,690	
2016	3413	$154,561	
2017	2200	$94,444	High water event
2018	3002	$142,822	
2019	2400	$100,325	High water event

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	8831	Transient Fees	Reduced to reflect 2017 & 2019 high water occupancy rates
2020	88314	Parking Revenue	Transfer parking revenue from 2 Esplanade and Marina Parking Lots and bottom of Division to Marina Enhanced Marina signage
2020	7310175	Internet Costs	Monthly fees for internet usage
2020	7310210	Advertising & Promotions	Increased by $3,000 to enhance marketing efforts, including in the U.S. after high water event negatively impacted business in 2017 & 2019 to U.S. transient boaters located in Rochester NY.
2020	7310220	Printing	Increase due to additional signage at the Marina
2020	7310250	Memberships & Subscriptions	Boating Association - $600 Technical Standards Safety Inspection - $100 Technical Standards Safety Licence - $250 Assoc of Marina Industries - $200 Receiver General - $50 Clean Marine - $200
2020	7310552	Marina Dredging	Costs of dredging split between Marina & Harbour
2020	7310551	Dock Repairs	To address maintenance needs with decks, stringers and anchors and complete work not done in 2019.
2020	7310851	Sp Project - Wireless Internet	New hardware to provide wireless internet
2020	NEW	Transfer to Vehicle Reserve	Allocation for vehicle repalcement of truck and UTV

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***DREDGING*** ACCOUNT#:

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
-147,000	-77,884	-77,400	8881	Dredging Revenue	-105,000			-50,000	-50,000
-147,000	-77,884	-77,400		TOTAL DREDGING REVENUE	-105,000		0	-50,000	-50,000
147,000	79,988	82,767		TOTAL DREDGING EXPENDITURES	168,055	*	0	178,232	181,019
0	2,104	5,367		NET TO TOWN	63,055		0	128,232	131,019

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***DREDGING*** ACCOUNT#:

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
53,439	27,813	17,682	736010	Payroll Salaries & Wages	51,703			52,908	54,159
0	0	237		Payroll Overtime	0			0	0
1,129	0	14,785	736015	Payroll Part-time Salaries & Wages	1,140			1,160	1,180
17,060	5,065	5,759	736030	Payroll - Full-time Benefits	16,063			17,488	18,976
192	0	1,722	736031	Payroll Part-time Benefits	199	*		226	254
0	0	0	736020	Other Salaries & Wages	0	*		0	0
71,820	32,878	40,185		SUB TOTAL SALARIES, WAGES & BENEFITS	69,105		0	71,782	74,569
2,300	309	564	7360150	Administrative Services	2,300			2,300	2,300
350	437	0	7360180	Telephone & Answering	350			350	350
1,600	0	509	7360210	Advertising	500			1,500	1,500
0	0	1,557	7360260	Training & Courses	1,500			1,500	1,500
0	0	572	7360270	Travel Expenses	1,000			1,000	1,000
9,000	3,440	3,022	7360650	Gasoline	6,500			6,500	6,500
11,500	17,084	19,872	7360680	Routine Maintenance	12,000	*		12,000	12,000
32,500	17,211	30,727	7360681	Equipment Setup	25,500			12,000	12,000
57,250	38,481	56,823		SUB TOTAL MATERIALS	49,650		0	37,150	37,150
9,000	8,629	-14,241	7360320	Insurance	9,300	*		9,300	9,300
9,000	8,629	-14,241		SUB TOTAL CONTRACTED SERVICES	9,300	*	0	9,300	9,300
8,930	0	0	7360912	Transfer from/to Reserve - Capital Repayment	40,000	*		60,000	60,000
8,930	0	0		SUB TOTAL OTHER CHARGES & TRANSFERS	40,000	*	0	60,000	60,000
147,000	79,988	82,767		TOTAL DREDGING	168,055	*	0	178,232	181,019

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***DREDGING*** ACCOUNT #: ***7300.60***

STATEMENT OF PURPOSE:

Dredge purchase in 2009 to perform dredging of the Cobourg Harbour and other contract work.

PERFORMANCE DATA:

	Cost	Site
1999	22,300	Fuel Dock
2000	45,600	Entrance
2003	33,063	Entrance
2006	86,600	Entrance
2008	125,639	Entrance
2010	Dredged entrance with Cobourg Dredge	
2011	Dredged entrance with Cobourg Dredge	
2012		
2013	Dredged Wellington, Port Hope and Cobourg entrance & inner harbour	
2014	Dredge Port Hope & Cobourg Entrance	
2015	Dredge Cobourg Entrance	
2016	Dredge Wellington, Cobourg Entrance &	
2017	Whitby Harbour & Cobourg Harbour Entrance	
2018	Cobourg Harbour Entrance	
2019	Cobourg Harbour Entrance & Wellington Channel	

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	8881	Dredging Revenue	Cobourg Harbour Entrance Project - $50,000 Presqu'ile contract - $55,000
2020	736010	Payroll Salaries & Wages	Revised wage structure due to restructuring
2020	7360681	Equipment Setup	Additonal setup costs for contract with Presqu'ile

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***CAMPGROUND*** ACCOUNT#: ***884***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
-28,800	-34,019	-36,641	8841	Seasonals	-22,500			-22,500	-22,500
-250,000	-240,948	-239,964	8842	Transient Trailers	-250,000			-260,000	-260,000
-11,000	-12,515	-11,320	8843	Transient Tents	-12,000	*		-12,000	-12,000
-1,500	-1,555	-909	8845	Sewage Pumpouts	-1,000			-1,500	-1,500
-5,900	-6,369	-5,728	8846	Miscellaneous	-6,000			-6,000	-6,000
-13,500	-14,786	-9,912	8847	Reservation Fee	-14,000			-14,000	-14,000
0	-1,680	0	88413	Federal Grants - Wages	0			0	
-310,700	-311,872	-304,474		TOTAL TOURIST PARK REVENUES	-305,500		0	-316,000	-316,000
164,905	119,953	116,930		TOTAL TOURIST PARK EXPENDITURES	234,413	*	0	244,062	248,158
-145,795	-191,919	-187,544		NET TO TOWN	-71,087		0	-71,938	-67,842

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***CAMPGROUND*** ACCOUNT#: ***7300.20***

2019 BUDGET	2017 YTD	2019 YTD		CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
47,538	39,275	31,769		732010	Payroll - Full-time Wages	42,938			44,115	45,338
0	0	1,325		732011	Payroll Overtime	1,061			1,080	1,098
36,594	22,456	32,111		732015	Payroll Part Time Wages	37,501	*		38,157	38,825
13,786	9,779	9,767		732030	Payroll Full-time Benefits	11,065			12,284	13,565
6,221	2,579	3,802		732031	Payroll Part-time Benefits	6,563	*		7,441	8,347
200	115	36		732050	Clothing	200			200	200
104,339	74,204	78,810			SUB TOTAL SALARIES, WAGES & BENEFITS	99,328		0	103,277	107,373
500	124	675		7320150	Office Supplies	500			500	500
1,350	1,072	933		7320175	Internet Costs	1,350			1,350	1,350
1,100	1,006	866		7320180	Telephone & Answering Svc	1,100			1,100	1,100
0	0	0	NEW		Advertising & Promotions	1,500	*		1,500	1,500
500	145	295		7320220	Printing	500			500	500
300	0	0		7320240	Postage	100			100	100
210	0	0		7320380	Training	210			210	210
1,500	1,600	2,617		7320390	Firewood Purchase	1,800	*		1,800	1,800
1,400	770	609		7320392	Ice Purchase	1,000			1,400	1,400
18,000	16,548	14,064		7320460	Utilities	20,000	*		22,000	22,000
1,500	600	597		7320470	Building Maintenance	1,500			1,500	1,500
2,300	1,741	355		7320500	Custodial/Cleaning Supplies	2,500	*		2,500	2,500
3,000	1,966	308		7320510	Electrical Repairs	2,000			3,000	3,000
1,800	1,571	119		7320520	Plumbing Repairs	1,800			1,800	1,800
4,300	1,060	0		7320570	Property Improvements	2,000			4,300	4,300
2,000	337	2,361		7320670	Other Equipment Purchases	2,000			2,000	2,000
3,200	2,396	1,544		7320680	Other Equip Maint & Rep	3,200			3,200	3,200
0	0	0		7320850	Special Project - Wireless Internet	0			0	0
0	0	0		7320852	Special Project - Management Software	25,000	*		0	0
7,000	6,897	6,769		7320919	Bank Service Fees	7,000			7,000	7,000
0	0	0		7320991	Recoveries	0			0	0
49,960	37,833	32,112			SUB TOTAL MATERIALS	75,060	*	0	55,760	55,760
500	393	-863		7320320	Liability Insurance	525	*		525	525
3,800	2,878	2,608		7320480	Garbage Removal	3,000			3,000	3,000
6,306	4,645	4,263		7320750	Contracts - Security	6,500	*		6,500	6,500
10,606	7,916	6,008			SUB TOTAL CONTRACTED SERVICES	10,025		0	10,025	10,025
0	0	0		7320912	Transfer to Reserve	50,000	*	0	75,000	75,000
0	0	0			SUB TOTAL OTHER CHARGES & TRANSFERS	50,000	*	0	75,000	75,000
164,905	119,953	116,930			TOTAL TOURIST PARK	234,413	*	0	244,062	248,158

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***TOURI***FUNCTION/ACTIVITY: ***CAMPGROUND*** ACCOUNT #: ***7300.20***

STATEMENT OF PURPOSE:
Operate Cobourg Campground.
Total of 70 lots.

PERFORMANCE DATA:

YEAR	FUNCTION	REVENUE
2014	17 Season Lots	$47,089
	Transient Trailers	$172,811
	Transient Tents	$9,657
2015	17 Season Lots	$41,500
	Transient Trailers	$196,003
	Transient Tents	$9,092
2016	15 Season Lots	$42,050
	Transient Trailers	$203,632
	Transient Tents	$10,230
2017	15 Season Lots	$36,850
	Transient Trailers	$229,817
	Transient Tents	$11,655
2018	11 Season Lots	$33,900
	Transient Trailers	$240,230
	Transient Tents	$12,515
2019	7 Season Lots	$24,300
	Transient Trailers	$262,568
	Transient Tents	$11,361

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	8841	Seasonals	Reduced to reflect reduction of 3 seasonal sites
2020	8842	Transient Trailers	Increased to reflect additional 3 transient sites
2020	7310175	Internet Costs	Monthly fees for internet usage
2020	NEW	Advertising & Promotions	Marketing to promote the campground during shoulder season.
2020	7320240	Postage	Reduced to better reflect 2019 actual
2020	7320852	Special Project - Management Software	To develop software to fully automate online bookings.
20 / 21 / 22	7320912	Transfer to Reserve	Increase transfer to reserve in preparation for campground enchancements as per WUNA & DD

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***BEACH WASHROOMS*** ACCOUNT#: ***7300.40***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
0	0	0	734010	Payroll Salaries & Wages	0		0	0	0
0	0	0		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
1,800	256	217	7340450	Utilities	1,900	*		2,100	2,200
5,500	8,546	1,400	7340470	Building Maintenance	5,500			5,500	6,000
2,000	0	9,639	7340510	Electrial Repairs	2,000			2,000	2,250
2,000	0	986	7340520	Plumbing Repairs	3,000	*		3,250	3,500
10,000	9,317	5,040	7340500	Cleaning Supplies	11,000	*		12,000	12,500
21,300	18,119	17,282		SUB TOTAL MATERIALS	23,400	*	0	24,850	26,450
48,000	50,328	21,064	7340551	Cleaning Contract	49,000	*		50,000	50,000
0	0	0 NEW		Special Project - Canteen Painting	8,000	*		0	0
48,000	50,328	21,064		SUB TOTAL CONTRACTED SERVICES	57,000	*	0	50,000	50,000
-69,300	-51,042	0	7340912	Transfer Parking Revenue	-69,300	*		-69,300	-69,300
-69,300	-51,042	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-69,300	*	0	-69,300	-69,300
0	17,405	38,346		TOTAL BEACH WASHROOMS	11,100	*	0	5,550	7,150

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***BEACH WASHROOMS*** ACCOUNT #: ***7300.40***

STATEMENT OF PURPOSE:
To keep washrooms at Victoria Park clean.

PERFORMANCE DATA:

2003 - Kept clean (very few complaints)
2004 - Not clean (many complaints)
2005 - Not clean (many complaints)
2006 - Not clean (many complaints)
2007 - Kept clean (few complaints less damage)
2008 - Kept clean (few complaints less damage)
2009 - Kept clean (few complaints less damage)
2010 - Kept clean (no complaints less damage)
2011 - Kept clean (no complaints less damage)
2012 - Kept clean (no complaints less damage)
2013 - Kept clean (no complaints less damage)
2014 - Kept clean (no complaints less damage)
2015 - Kept clean (no complaints less damage)
2016 - Kept clean (minimal complaints & damage)
2017 - Kept clean (minimal complaints & damage)
2018 - Kept clean (minimal complaints & damage)
2019

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7340470	Building Maintenance	Allowance for routine maintenance of building
2020	7340510	Electrical Repairs	Allowance for routine electrical repairs
2020	7340520	Plumbing Repairs	Allowance for routine plumbing repairs
2020	7340551	Cleaning Contract	Public washroom cleaning services contracted out on per hour rate based on hours of operation
2020	7340912	Transfer Parking Revenue	Revenue transfer to partially fund public washroom expense
2020	NEW	Special Project - Canteen Painting	Paint before a new vendor takes over F & B contract

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***HARBOUR*** ACCOUNT#: 7300.50

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
65,991	8,260	11,708	735010	Payroll Salaries & Wages	63,268			65,148	67,139
0	0	548	735011	Payroll Overtime	1,183			1,204	1,225
43,260	50,426	52,553	735015	Payroll Part Time Wages	44,017			44,787	45,571
19,137	0	3,617	735030	Payroll Full-time Benefits	19,659	*		21,551	23,554
7,354	6,217	5,642	735031	Payroll Part-time Benefits	7,703	*		8,734	9,798
620	134	688	735050	Clothing	620			620	620
136,362	65,037	74,756		SUB TOTAL SALARIES, WAGES & BENEFITS	136,450		0	142,044	147,907
160	50	28	7350150	Office Supplies	160			160	160
270	198	223	7350175	Internet Costs	270			270	270
420	0	29	7350180	Telephone & Answering Svc	420			420	420
800	122	77	7350220	Printing	800			800	800
1,000	0	0	7350260	Training & Courses	1,000			1,000	1,000
300	0	0	7350270	Travel Expenses	300			300	300
250	0	0	7350380	Conference & Conventions	250			250	250
1,000	0	0	7350450	Heat	1,000			1,000	1,000
4,900	0	131	7350460	Utilities	4,900			4,900	4,900
2,000	35,690	16,279	7350470	Facilities Maintenance	14,000	*		14,000	14,000
12,000	10,952	0	7350470	Harbour Maintenance	0			0	0
3,250	2,468	639	7350500	Custodial / Cleaning Supplies	3,250			3,250	3,250
30,500	47,543	0	7350552	Common Harbour Dredging Contribution	30,500			30,500	30,500
640	1,095	1,751	7350670	Other Equipment Purchases	1,700	*		1,700	1,700
1,540	1,048	2,644	7350680	Other Equip Maint & Rep	1,540			1,540	1,540
300	0	0	7350681	Small Equip Maint & Rep	300			300	300
3,000	26	3,480	7350850	Special Project - Life Safety Audits	0			0	0
62,330	99,192	25,281		SUB TOTAL MATERIALS	60,390		0	60,390	60,390
3,000	2,573	3,919	7350480	Garbage Removal	3,000			3,000	3,000
0	991	2,909	7350550	Security Contract	0			0	0
0	355	183	7350750	Contracts	0			0	0
3,000	3,919	7,011		SUB TOTAL CONTRACTED SERVICES	3,000		0	3,000	3,000
-10,000	-6,115	0	87096	Parking Revenue Transfer	-10,000	*		-10,000	-10,000
-35,000	-63,000	0	7350910	Transfer from Marina	-17,500			0	0
-45,000	-69,115	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-27,500	*	0	-10,000	-10,000
156,692	99,033	107,048		TOTAL HARBOUR	172,340	*	0	195,434	201,297

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***HARBOUR*** ACCOUNT #: ***7300.50***

STATEMENT OF PURPOSE:
To keep walkway clean and maintained.

PERFORMANCE DATA:

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	735010	Payroll Salaries & Wages	To reflect allocation of Administrative staff.
2020	7350470	Harbour Maintenance	Allowance for ongoing maintenance & repairs to lighting and paver stones.
2020	7350480	Garbage Removal	To reflect cost of disposal of garbage generated by the general public at the waterfront
2020	7350552	Dredging Costs	To reflect portion of dredging cost applicable to common harbour area.
2020	7350552	Transfer from Marina	To increase transparency of operations/expenses over the last few years, the Harbour is now a separate operating unit that is no longer subsidized by the Marina.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***FURNACE ST ARENAS - REVENUE*** ACCOUNT#: ***881***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
-3,000	-3,272	-4,974	8813	Vending Machines	0			0	0
-30,000	-34,564	-14,762	8817	Miscellaneous Ice Rentals	0			0	0
-73,100	-66,900	-20,149	8819	NMHA	0			0	0
-30,000	-30,283	-13,558	88112	Girl's Hockey	0			0	0
-1,200	-1,175	-300	88114	Floor Rentals	0			0	0
-3,600	0	-50,625	88116	Curling	-20,200			-20,200	-20,200
-6,000	-4,500	-6,000	88117	Solar Rental	-6,000			-6,000	-6,000
-146,900	-140,694	-110,368		TOTAL ARENA REVENUE	-26,200		0	-26,200	-26,200
332,899	328,102	99,074		TOTAL ARENA EXPENDITURES	207,250		0	157,250	157,250
185,999	187,408	-11,294		NET COST TO TOWN	181,050		0	131,050	131,050

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***FURNACE ST ARENAS*** ACCOUNT#: ***7400.100***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
111,051	127,431	89,259	740010	Payroll Salaries & Wages	10,000			10,000	10,000
8,100	9,782	3,877	740011	Payroll - Overtime	0			0	0
0	856	0	740012	Payroll - Standby	0			0	0
0	7,755	5,789	740015	Payroll - Part-time Wages	0			0	0
39,497	34,764	23,793	740030	Payroll Fringe Benefits	0			0	0
0	589	416	740031	Payroll Fringe Part-time Benefits	0			0	0
600	1,063	152	740050	Clothing	0			0	0
400	2,504	2,221	740060	Footwear	0			0	0
159,648	184,744	125,507		SUB TOTAL SALARIES, WAGES & BENEFITS	10,000		0	10,000	10,000
50	57	0	7400150	Office Supplies	0			0	0
650	575	479	7400180	Telephone & Answering Svc	0			0	0
1,000	2,118	1,862	7400260	Training & Courses	0			0	0
9,000	7,338	6,278	7400450	Heat	9,000			9,000	9,000
58,000	56,752	20,898	7400460	Utilities	30,000			30,000	30,000
6,500	1,770	7,761	7400470	Building Maintenance	3,000			3,000	3,000
2,100	1,400	1,863	7400500	Custodial/Cleaning Supplies	250			250	250
3,000	447	1,938	7400510	Electrical Repairs	0			0	0
3,000	1,140	290	7400520	Plumbing Repairs	0			0	0
8,000	5,137	9,508	7400550	Bldg Maintenance Contracts	8,000			8,000	8,000
7,500	1,776	1,215	7400570	Property Improvements	250			250	250
15,000	10,744	5,354	7400580	Systems Maint & Repairs	250			250	250
4,000	1,978	4,118	7400600	Vehicle Maint & Repairs	0			0	0
300	297	160	7400650	Gasoline	0			0	0
500	0	188	7400670	Other Equipment Purchases	0			0	0
2,000	997	128	7400680	Other Equip Maint & Rep	0			0	0
500	0	145	7400691	Equipment Rentals	0			0	0
2,000	1,215	0	7400830	Consumable Supplies	0			0	0
123,100	93,741	62,185		SUB TOTAL MATERIALS	50,750		0	50,750	50,750

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***FURNACE ST ARENAS*** ACCOUNT#: ***7400.100***

2019 BUDGET	2018 YTD	2019 YTD		CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
44,800	43,494	-94,490		7400320	Liability Insurance	39,000		0	39,000	39,000
0	0	0	NEW		Liability Insurance - Heenan	7,500			7,500	7,500
500	1,272	1,021		7400480	Garbage Removal	0		0	0	0
0	0	0	NEW		Special Project - Alternative Use Study	50,000		0		0
45,300	44,766	-93,469			SUB TOTAL CONTRACTED SERVICES	96,500	*	0	46,500	46,500
4,851	4,851	4,851		7400950	Transfer to Vehicle Reserve	0		0	0	0
0	0	0	NEW		Transfer to Building Reserve for Repairs	50,000			50,000	50,000
4,851	4,851	4,851			SUB TOTAL OTHER CHARGES & TRANSFERS	50,000	*	0	50,000	50,000
332,899	328,102	99,074			TOTAL ARENA	207,250		0	157,250	157,250

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***FURNACE ST ARENAS*** ACCOUNT #: ***7400.100***

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
To provide multi-purpose facilities for all phases of recreation.	YEAR	CODE	OBJECT	DETAILS
				The Memorial Arena has been de-commissioned but must be maintained until a decision is made on a potential future use. A 10-year lease renewal has been signed with the West Northumberland Curling Club for the Jack Heenan Arena.
PERFORMANCE DATA:				
	2020	NEW	Transfer to Building Reserve	In 2017, as part of the Town's development of an Asset Management Plan, a condition assessment was conducted on both Jack Heenan & Memorial Arena's to determine health & safety, regulatory and lifecycle improvements. The Town retained the responsibility for capital costs for the building envelope (roof and walls) for Jack Heenan. A new reserve is being setup for these building repairs.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***COMMUNITY CENTRE -REVENUE*** ACCOUNT#: ***889***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
-25,000	0	-26,604	8891	Special Events	-25,000			-25,000	-25,000
-105,000	-104,427	-82,930	8892	Warm Side - Rentals Medium / Minor Events	-105,000			-105,000	-105,000
-110,000	-108,568	-50,556	8893	Canteen Rental / Café	-110,000			-110,000	-110,000
-75,000	-49,133	-32,240	8894	Vending Machine Sales	-75,000			-75,000	-75,000
-4,500	-4,500	-4,125	8895	Skate sharpening Pro Shop	-4,500			-4,500	-4,500
-520	-695	-362	8896	Misc Receipts	-520			-520	-520
-260,000	-271,579	-193,883	8897	General Ice Rentals	-265,000	*		-265,000	-265,000
-270,000	-282,160	-156,272	8898	NMHA	-280,000	*		-280,000	-280,000
-42,500	-42,345	-23,419	8899	Cougars	-42,500			-42,500	-42,500
-108,279	-103,555	-50,966	88912	WNGHL	-112,000	*		-112,000	-112,000
-20,000	-14,145	-18,741	88913	Floor Rentals	-21,000	*		-21,000	-21,000
-55,000	-53,963	-34,305	88916	Warm Side Seniors	-55,000			-55,000	-55,000
-80,000	-78,184	-45,483	88917	Board Advertising	-80,000			-80,000	-80,000
-6,500	-6,006	-5,124	88918	Public Skating	-6,500			-6,500	-6,500
-28,000	-21,550	-20,667	88919	Ice Program Revenue	-28,000			-28,000	-28,000
-2,500	-814	-163	88920	ATM Rebate	-2,500			-2,500	-2,500
-25,550	-27,173	-21,471	88922	Warm Side Seniors - Drop In	-25,550			-25,550	-25,550
-35,000	-36,500	-29,167	88924	Solar Rent	-35,000			-35,000	-35,000
-22,350	-14,077	-15,160	88925	Warm Side - Program Revenue	-25,000			-25,000	-25,000
-60,000	-57,931	-77,540	88926	Camp Revenue	-72,500			-75,000	-75,000
-10,000	-9,385	-10,723	88927	Bar Sales	-10,000			-10,000	-10,000
0	0	-11,760	871137410	Federal Grants Summer Wages	-5,000			-5,000	-5,000
-1,345,699	-1,286,690	-911,661		TOTAL CCC REVENUE	-1,385,570	*	0	-1,388,070	-1,388,070
2,330,911	2,102,047	1,709,486		TOTAL CCC EXPENDITURES	2,656,777	*	0	2,730,707	2,784,040
985,212	815,357	797,825		NET COST TO TOWN	1,271,207	*	0	1,342,637	1,395,970

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***COMMUNITY CENTRE REVENUE*** ACCOUNT#: 889

STATEMENT OF PURPOSE:
To provide multi-purpose facilities for all phases of recreation and cultural activities.

PERFORMANCE DATA:

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	88916	Warm Side Seniors	Registered Seniors programs (separate from drop-in programs).
2020	88922	Warm Side Seniors - Drop-in	Senior Centre drop-in revenue.
2020	88925	Warm Side - Program Revenue	Additional revenue in 2020, 2021, and 2022 with better marketing and program development. All classes will have a set minimum of participants to at cover at least instructor fees.
2020	88926	Camp Revenue	Based on actuals from 2019 with the allocation of more dedicated camp space and expansion of camp participant spaces.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***CCC*** ACCOUNT#: ***7410.100***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
764,517	626,544	546,385	741010	Payroll Salaries & Wages	952,053	*		969,514	987,330
14,400	30,415	33,281	741011	Payroll - Overtime	39,812	*		40,509	41,218
0	6,813	0	741012	Payroll - Standby	0	*		0	0
134,738	177,413	180,199	741015	Payroll Part Time Wages	136,215			138,599	141,025
27,720	0	0	741016	Payroll Part Time Wages - Camp Instructors	30,769	*		31,307	31,855
900	0	259	741020	Other Salaries & Wages	900			900	900
254,893	187,454	146,138	741030	Payroll Fringe Benefits	314,981	*		340,921	367,718
27,618	17,319	24,083	741031	Payroll Part Time Benefit	29,222	*		33,132	37,169
4,300	2,557	3,707	741050	Clothing	6,000	*		6,000	6,000
1,800	0	90	741060	Footwear	1,800			1,800	1,800
100	57	68	741080	Employee Meal Allowance	100			100	100
1,230,986	1,048,572	934,210		SUB TOTAL SALARIES, WAGES & BENEFITS	1,511,852	*	0	1,562,782	1,615,115
3,000	6,141	2,705	7410150	Office Supplies	3,000			3,000	3,000
2,000	3,470	350	7410155	Program Supplies	2,200	*		2,200	2,200
20,000	40,925	18,515	7410156	Instructor Fees	20,000			20,000	20,000
7,500	7,391	9,523	7410157	Camp Supplies	11,000	*		11,000	11,000
10,400	15,432	165	7410171	Software Maintenance	10,600	*		10,600	10,600
3,100	2,700	2,475	7410175	Internet	3,100			3,100	3,100
9,000	7,511	7,240	7410180	Telephone & Answering Svc	9,000			9,000	9,000
6,500	4,879	2,768	7410210	Advertising & Promotion	6,500			6,500	6,500
3,750	4,835	4,974	7410230	Photocopier	3,750			3,750	3,750
500	584	68	7410240	Postage & Couriers	500			500	500
3,500	4,059	4,441	7410250	Memberships & Subscrip'ns	5,000	*		5,000	5,000
5,000	9,144	6,280	7410260	Training & Courses	8,000	*		9,000	10,000
2,000	6	888	7410270	Travel Expense	2,000			2,000	2,000
4,000	1,159	5,807	7410380	Conference & Conventions	4,000			4,000	4,000
36,500	47,169	50,279	7410450	Heat	38,000	*		40,000	40,000
545,000	526,020	439,710	7410460	Utilities	560,000	*		570,000	570,000
50,000	50,000		7410912	Utilities Payback	50,000			50,000	50,000
50,000	4,537	33,017	7410470	Building Maintenance	55,000	*		60,000	60,000
20,000	18,259	6,784	7410500	Custodial/Cleaning Supplies	20,000			20,000	20,000
12,500	8,075	6,987	7410510	Electrical Repairs	12,500			12,500	12,500
4,500	4,310	4,460	7410520	Plumbing Repairs	4,500			4,500	4,500
65,000	108,154	90,946	7410550	Bldg Maintenance Contracts	70,000	*		75,000	75,000
12,500	984	5,346	7410570	Property Mtce - Landscaping, Grass cutting	12,500			12,500	12,500
25,000	10,407	11,282	7410580	Systems Maint & Repairs	25,500	*		25,500	25,500
4,500	5,705	1,859	7410600	Vehicle Maint & Repairs	3,000			3,000	3,000
1,500	933	520	7410650	Gasoline	1,000			1,000	1,000
8,500	2,757	3,386	7410670	Other Equipment Purchases	8,500			8,500	8,500
4,000	1,679	10,699	7410680	Other Equip Maint & Rep	4,000			4,000	4,000

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***COMMUNITY CENTRE*** ACCOUNT#: ***7410.100***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
1,500	0	1,228	7410691	Equipment Rentals	1,500			1,500	1,500
85,000	89,151	81,904	7410830	Consumable Supplies	85,000			85,000	85,000
5,000	4,959	11,442	7410831	Consumable Supplies - Alcohol	5,000			5,000	5,000
25,000	1,009	23,010	7410850	Special Events - General	25,000			25,000	25,000
7,500	7,526	6,766	7410919	Bank Service Charges	7,500			7,500	7,500
3,000	0	742	7410989	SOCAN Recoverable	3,000			3,000	3,000
0	0	0	7410990	Café Rebate	0	*		0	0
-2,500	0	0	7410991	SOCAN Recoveries	-2,500	*		-2,500	-2,500
-8,500	-300	0	7410991	Recoveries - Senior Activity Centre	-8,500	*		-8,500	-8,500
-3,500	0	0	871147410	Recoveries - Grants Wages	-3,500	*		-3,500	-3,500
1,032,250	999,570	856,566		SUB TOTAL MATERIALS	1,065,650	*	0	1,088,650	1,089,650
0	470	0	7410300	Legal Fees	0	*		0	0
44,000	42,375	-92,875	7410320	Liability Insurance	45,600	*		45,600	45,600
3,500	2,885	3,410	7410480	Garbage Removal	3,500			3,500	3,500
12,000	0	0	7410856	Special Project - Gym Floor Repairs	0			0	0
0	0	0	NEW	Special Project - Fire Alarm Replacement	11,000	*		11,000	11,000
0	0	0	NEW	Special Project - Canteen	11,000	*		11,000	11,000
59,500	45,730	-89,465		SUB TOTAL CONTRACTED SERVICES	71,100	*	0	71,100	71,100
8,175	8,175	8,175	7410930	Transfer to Vehicle Reserve	8,175			8,175	8,175
8,175	8,175	8,175		SUB TOTAL OTHER CHARGES & TRANSFERS	8,175		0	8,175	8,175
2,330,911	2,102,047	1,709,486		TOTAL CCC	2,656,777	*	0	2,730,707	2,784,040

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***COMMUNITY CENTRE*** ACCOUNT#: ***7410.100***

STATEMENT OF PURPOSE:
To provide multi-purpose facilities for all phases of recreation and cultural activities.

PERFORMANCE DATA:

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	741050	Clothing	Increased due to new clothing policy
2020	7410171	Software Maintenance	Max Galaxy
2020	7410156	Instructor Fees	Slight increase to instructor fees based on number of programs. All classes will have a set minimum of participants to cover at least instructor fees.
2020	7410157	Camp Supplies	Increase to number of camp participants directly resulting in an increase in camp supplies.
2020	7410250	Memberships & Subscriptions	Cogeco - $972 MOE - HWIN Membership - $50 CSTA (Sport Tourism) - $449 Northumberland News - $200 Northumberland Sports Council - $150 MOE - HWIN Membership - $50 ORFA Membership - $695 Pro - $812 TSSA - $50
2020	7410260	Training & Courses	Due to health and safety priorities, mandatory training requirements have been increased, which requires a higher budget
2020	7410380	Conferences & Conventions	PRO & ORFA
2020	NEW	Special Project - Canteen	POS System - $5,000 New Freezer - $4,000 Software - $500 Flyer Oil Dispenser Unit - $1,500

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***COMMUNITY CENTRE*** ACCOUNT#: ***7410.100***

STATEMENT OF PURPOSE:
To provide multi-purpose facilities for all phases of recreation and cultural activities.

PERFORMANCE DATA:

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	7410550	Building Maintenance Contracts	Alliance Security - Fire System & AED Canadian Industrial - Emergency Lighting Inspections Carmichaels - Boilers Castle Rock Crane & Hoist - Gym BB Nets CIMCO - Ice Plants & Desiccants Corflex - Gym Dividers & Multi-purpose rooms Dimarco Water Solutions - Water Treatment Culligan - R/O and salts Howes Your Yard - snow removal HVAC Systems - air conditioning, boilers Lift Truck & Scissor Lift - annual inspection Peterborough Fire - fire extinguishers Rowley Electric - generator Schindler - elevator Troy - fire alarms & systems TSSA VCI - building automated system controls TJ Window Cleaning - cleaning windows
2020	7410570	Property Maintenance & Landscaping	General Maintenance - $12,500
2020	7410580	Systems Maintenance & Repairs	All ammonia, glycol, heating, water systems -
2020	7410691	Equipment Rentals	Rental of equipment, zoom boom
2020	7410919	Bank Service Charges	Increased to reflect actuals
2020	7410830	Vending Stock	All vending & café supplies Increased due to additional major events.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***SENIORS ACTIVITY CENTRE*** ACCOUNT #: **7420.100**

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
-3,000	-3,267	-3,854	8851	Tournaments	-3,000			-3,000	-3,000
-2,000	-690	-713	8852	Active Living Fair	-2,000			-2,000	-2,000
-500	-1,002	-914	8853	Recoveries	-500			-500	-500
-27,500	-28,823	-21,777	8854	Membership Fees	-30,000			-32,000	-34,000
-2,500	-2,000	0	8855	Recoveries - Active Living Fair	-2,500			-2,500	-2,500
-42,700	-42,700	-34,758	871147420	Provincial Subsidy	-42,700			-42,700	-42,700
-9,360	-25,618	0	871147420	Provincial Subsidy - Special Grant	-9,100			-9,100	-9,100
0	0	0	NEW	Hello My Name is Wellness Grant	-10,280			-10,280	-10,280
-1,650	0	0	87030	Senior Market Building Activity Fee	-1,650			-1,650	-1,650
-89,210	-104,100	-62,016		TOTAL SENIORS ACTIVITY CENTRE REVENUE	-101,730	*	0	-103,730	-105,730
199,280	174,638	134,807		TOTAL SENIORS ACTIVITY CENTRE EXPENDITURES	235,382	*	0	243,610	248,971
110,070	70,538	72,791		NET COST TO TOWN	133,652	*	0	139,880	143,241

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***SENIORS ACTIVITY CENTRE*** ACCOUNT #: **7420.100**

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
87,926	56,525	58,912	742010	Payroll Salaries & Wages	94,889	*		96,550	98,240
24,501	23,201	25,270	742015	Payroll Salaries & Wages Part - Time	27,109	*		27,584	28,067
28,188	12,791	17,554	742030	Payroll Fringe Benefits	30,010	*		32,467	35,000
4,165	8,294	4,170	742031	Payroll Fringe Benefits Part-Time	4,744	*		5,379	6,034
144,780	100,811	105,906		SUB TOTAL SALARIES, WAGES & BENEFITS	156,752	*	0	161,980	167,341
1,250	41	112	7420150	Office Supplies	1,250			1,250	1,250
10,500	9,936	6,034	7420155	Program Costs - Supplies	10,750	*		10,750	10,750
20,000	26,685	19,777	7420156	Instructors Fees	23,000	*		26,000	26,000
1,500	1,500	0	7420180	Telephone & Internet Services	1,500			1,500	1,500
5,000	3,918	3,897	7420210	Advertising & Promotions	5,000			5,000	5,000
600	729	820	7420250	Memberships & Subscrip'ns	600			600	600
1,000	941	1,379	7420260	Training & Courses	1,000			1,000	1,000
650	248	264	7420270	Travel Expense	650			650	650
1,500	1,326	745	7420380	Conferences & Conventions	1,500			1,500	1,500
4,500	15,000	0	7420460	Utilities	15,000	*		15,000	15,000
3,500	3,500	140	7420500	Repair & Maintenance	3,500			3,500	3,500
1,500	1,965	78	7420850	Special Project - Active Living Fair	1,500			1,500	1,500
0	5,475	1,295	7420854	Special Project - Hello My Name	10,280	*		10,280	10,280
51,500	71,264	34,541		SUB TOTAL MATERIALS	75,530	*	0	78,530	78,530
3,000	2,563	-5,640	7420320	Insurance	3,100	*		3,100	3,100
3,000	2,563	-5,640		SUB TOTAL CONTRACTED SERVICES	3,100	*	0	3,100	3,100
199,280	174,638	134,807		TOTAL SENIORS ACTIVITY CENTRE	235,382	*	0	243,610	248,971

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PARKS & RECREATION*** FUNCTION/ACTIVITY: ***SENIORS ACTIVITY CENTRE*** ACCOUNT#: 7420.100

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
	2020	8851	Tournament	Hosting the Pickleball Provincial Championship in 2020..
	2020	8852	Registration	Registration fees for Active Living Fair held in October
PERFORMANCE DATA:	2020	8853	Recoveries	General recoveries for the centre.
	2020	8854	Membership Fees	Based on 1,000 memberships at $30
	2020	871147420	Provincial Subsidy	MOHLC Annual Grant
	2020	871147420	Provincial Grant - Special	$9,100 in 2020 down from $9,300 in 2019
	2020	7420155	Program Supplies	This account is used to provide supplies for the 35+ programs that we provide to our members.
	2020	7420156	Instructor Fees	Slight increase to instructors fees based on number of programs. All classes will have a set minimum of participants to cover at least instructor fees.
	2020	7420380	Conferences & Conventions	OACAO conference and PRO conference
	2020	7420850	Active Living Fair	$2,000 grant that has been received for the past four years and will be applied for again.

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***COMMUNITY DEVELOPMENT*** FUNCTION/ACTIVITY: ***TOURISM*** ACCOUNT#: ***8920.100***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
84,786	12,955	40,590	892010	Payroll Salaries & Wages	92,054	*		93,665	95,304
0	65,736	14,329	8920750	Contracts	0			0	0
0	662	1,758	892011	Payroll - Overtime	0			0	0
29,400	47,956	29,512	892015	Payroll Summer Ambassadors	45,940	*		46,744	47,562
24,588	4,573	12,734	892030	Payroll Fringe Benefits	26,235	*		28,568	30,974
4,998	5,904	3,601	892031	Payroll Summer Ambassadors Benefits	8,040	*		9,115	10,226
0	0	0	NEW	Uniforms	1,200	*		600	650
143,772	137,786	102,524		SUB TOTAL SALARIES, WAGES & BENEFITS	173,469	*	0	178,692	184,716
500	38	1,044	8920150	Office Supplies	500			600	600
500	1,135	499	8920160	Office Equipment Purchase	2,000	*		600	650
1,500	2,381	1,643	8920180	Telephone & Answering Svc	1,500			1,500	1,500
100,000	57,368	89,534	8920210	Advertising & Promotions	100,000			100,000	100,000
0	0	121	8920220	Printing	0			0	0
1,000	0	0	8920230	Photocopier Expense	1,000			1,000	1,000
1,500	64	381	8920240	Postage & Couriers	1,000			1,000	1,000
250	0	0	8920250	Membership & Subscrip'ns	250			350	350
1,500	0	201	8920260	Training & Courses	1,500			1,500	1,500
1,000	0	0	8920270	Travel Expense	1,000			1,000	1,000
2,000	0	0	8920380	Conferences & Conventions	2,000			2,000	2,000
2,000	2,995	8,440	8920390	Souvenir Purchases	2,000			2,000	2,000
500	0	0	8920851	Special Project - Bike Rental Program	500			500	500
0	0	0	NEW	Special Project - Hop on Hop off bus tour	2,500	*		2,500	2,500
750	1,367	1,133	8920919	Bank Service Fees	750			750	750
0	1,467	664	8920550	Security Contract	1,500	*		1,500	1,500
113,000	66,815	103,660		SUB TOTAL MATERIALS	118,000	*	0	116,800	116,850
-2,000	0	-100	87088	Filming Recoveries	-1,000			-1,000	-1,000
-2,500	-2,508	-1,263	8871	Souvenir Sales	-2,500			-2,500	-2,500
0	-883	-558	8872	Bike Rentals	-500			-500	-500
-5,000	-6,720	-7,840	8873	Government Grant - Wages	-5,000			-5,000	-5,000
-35,000	0	-31,114	8874	Ad Revenue	-35,500			-36,000	-36,500
0	0	0	NEW	Sponsorship	-1,500			-1,500	-1,500
-44,500	-10,111	-40,875		TOTAL REVENUE	-46,000	*	0	-46,500	-47,000
212,272	194,490	165,309		NET TOURISM	245,469	*	0	248,992	254,566

2019-11-25

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***COMMUNITY DEV*** FUNCTION/ACTIVITY: ***TOURISM***

STATEMENT OF PURPOSE:

To promote the Town as a tourist destination through marketing and linkages with public and private sector organizations. Maintain relevant tourism-related demographics, database and visitor information and co-ordinate the annual visitors guide. Work with the existing tourism related business to create co-op marketing opportunities.

PERFORMANCE DATA:

Demographics and Database Management

A robust visitor demographics collection strategy was employed in 2018 including surveys, cell phone tracking, web analytics, and laser tracking. Overall, Cobourg is branded first by its beach and second by its multiple event offerings.

Visitor Information

A pilot program to relocate Visitor Information services to Victoria Hall proved most effective, with a dramatic increase of guest traffic and a higher volume of marketing collateral distribution. Guest surveys indicated that people enjoyed the convenience of the location and were promoted to view the Art Gallery and Court Room attractions.

Marketing & Brand Strategy

Promoting the new the "Experience Cobourg" brand proved successful in increasing awareness of Cobourg within the GTA, Eastern Ontario and the Capital Region. Postal code tracking through online surveys showed an increase in visitation in each of these regions.

Souvenirs

Experience Cobourg will continue to sell the unique Hoselton sculptures designed and crafted in 2018. In 2019 Experience Ambassadors collected information on most requested items for purchase. 2020 Experience Cobourg will include in their souvenirs beach toys, towels and umbrellas for rent.

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	8920150	Office Supplies	Experience Ambassadors provide complimentary coffee to guests at the Cobourg Marina from Friday to Monday during the summer months. $1,500 increase in office supplies required to cover cost of replacing coffee cart and urns.
2020	8920210	Advertising & Promotions	2019 budget was used to complete phase 2 updates to Experience Cobourg.ca, streamline social media accounts for the division, improve search engine optimization and implement improved strategies to respond to customer enquiries and reviews. 2020 budget will include design work and content development. Video and promotional materials to be used across all platforms. 2020 external ad placement will be focused online to achieve best return on investment for 2019 infrastructure work. Printed marketing materials will include the 2020 Experience Cobourg tourism guide, Map and Event Guide, and the 2020 Cobourg Leisure Guide. Recoveries: The addition of paid advertising opportunities in the Experience Guide, website and leisure guide will offset annual website support and fees.
2020	8930380	Conferences/Sport & Conventions	As a critical extension of basic marketing initiatives. It is essential to engage in industry-related trade shows and conferences. This further promotes our brands within the industry and allows for professional networking with our markets that may develop into reciprocal opportunities. For 2020, we recommend attendance at the following shows: TIAO Tourism Industry Conference Digital Marketing Canada Conference Ontario Tourism Summit

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

2020 - 2022 MARKETING AND PROMOTIONS BUDGET

	2020	2021	2022
Printed Materials / Guides	39,000	39,000	39,000
Website Redevelopment / Content Development / Social Media Design	8,000	8,000	8,000
External Ad Placements / Promotion	18,500	18,500	18,500
Website Support & Annual Expenses - to be recovered from ad revenue	30,000	30,000	30,000
Photography / Video Production	1,500	1,500	1,500
TODs Signage	3,000	3,000	3,000
TOTAL	**100,000**	**100,000**	**100,000**

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	The wooden staircase at Fitzhugh Shores Parkette has reached the end of its useful life. Replace with a metal structure that will have a long lifecycle.		
1. PROJECT NAME & DESCRIPTION Fitzhugh Shores Parkette Stairs	Public Consultation Process **No**		
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	50,000		
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	50,000	0	0
7. ANNUAL TAX REQUIREMENT	50,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture

DEPARTMENT: Parks Section

1. PROJECT NAME & DESCRIPTION

New Service Vehicle - Regular cab dual rear wheel with dump box

3. PROJECT DETAIL & JUSTIFICATION:

Replacing vehicle #29-00 which has been kept past its original replacement date. Unit #29-00 has been in service for twenty years and has reached the end of its useful life. This service vehicle is a specialty vehicle equipped with a hydraulic dump box and used for transporting staff, materials. The aged vehicle requires constant maintenance and it has become increasingly difficult to ensure road worthiness. An updated vehicle would improve health and safety benefits for staff by providing air conditioning and improved ergonomics.

Public Consultation Process **No**

4. EFFECTS ON FUTURE OPERATING BUDGETS:

2. COMMITMENTS MADE:	**2020**	**2021**	**2022**
5. EXPENDITURES			
CONTRACTUAL	55,000		
CAPS BASED ON $			
DIRECT REVENUES			
GRANTS & SUBSIDIES			
OTHER			
6. NET REQUIREMENTS:	55,000	0	0
TO BE FINANCED FROM:			
DEBENTURES			
OWNERS			
RESERVES			
OTHER			
7. ANNUAL TAX REQUIREMENT	55,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Replace damaged timepiece components and repair building to eliminate water damage and damage caused by exposure. The building has a leak between the clock face and the exterior of the building. Over time exposure to the elements has damaged the mechanism of the clock.		
1. PROJECT NAME & DESCRIPTION New Amherst Clock Tower	Public Consultation Process **No**		
	4. EFFECTS ON FUTURE OPERATING BUDGETS:		
2. COMMITMENTS MADE:	**2020**	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	35,000	10,000	0
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	35,000	10,000	0
7. ANNUAL TAX REQUIREMENT	35,000	10,000	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Replace F350 Crew Cab - Unit #50-11 as per the vehicle replacement by-law. Service vehicle #50-11 has reached the end of its useful life.		
1. PROJECT NAME & DESCRIPTION F350 Crew Cab - Unit #50-11	Public Consultation Process **No**		
	4. EFFECTS ON FUTURE OPERATING BUDGETS:		
2. COMMITMENTS MADE:	**2020**	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	40,000		
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	40,000	0	0
7. ANNUAL TAX REQUIREMENT	40,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Maintain playspace equipment to minimum maintenance standards and CAN/CSA Z624 compliance by replacing equipment that has reached the end of its useful life.		
1. PROJECT NAME & DESCRIPTION Playspace Equipment	Public Consultation Process **Yes**		
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	60,000	300,000	60,000
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	60,000	300,000	60,000
7. ANNUAL TAX REQUIREMENT	60,000	300,000	60,000

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture

DEPARTMENT: Parks Section

1. PROJECT NAME & DESCRIPTION

Cooey Park Development

3. PROJECT DETAIL & JUSTIFICATION:

The future Cooey Park was designed in 2015 with an estimated cost of $120,000. The implementation of this plan has become a priority because new residential homes have been built next to this property. Staff are investigating the possibly of adding a pedestrian bridge to the design to link Cooey Park with Peace Park (not included in theses costs). Staff are also investigating grant opportunities.

Public Consultation Process **No**

4. EFFECTS ON FUTURE OPERATING BUDGETS:

2. COMMITMENTS MADE:	**2020**	**2021**	**2022**
5. EXPENDITURES			
CONTRACTUAL	100,000	100,000	100,000
CAPS BASED ON $			
DIRECT REVENUES			
GRANTS & SUBSIDIES			
OTHER - Prior Capital	-60,000		
6. NET REQUIREMENTS:	40,000	100,000	100,000
TO BE FINANCED FROM:			
DEBENTURES			
OWNERS			
RESERVES			
OTHER			
7. ANNUAL TAX REQUIREMENT	40,000	100,000	100,000

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	The brush hog is an attachment used on tractors for maintaining naturalized areas. Our current piece of equipment has been in service for 20 years and has reached the end of its useful life.		
1. PROJECT NAME & DESCRIPTION Brush Hog Replacement			
	Public Consultation Process **No**		
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	15,000		
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	15,000	0	0
7. ANNUAL TAX REQUIREMENT	15,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Based on a public presentation and direction from council, install two new water bottle filling stations in community parks each year for the next three years.		
1. PROJECT NAME & DESCRIPTION Water Bottle Filling Stations	Public Consultation Process **No**		
	4. EFFECTS ON FUTURE OPERATING BUDGETS:		
2. COMMITMENTS MADE:	**2020**	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	24,000	24,000	24,000
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	24,000	24,000	24,000
7. ANNUAL TAX REQUIREMENT	24,000	24,000	24,000

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Replace Tipping Toucans and refurbish / repair features and water line break.		
1. PROJECT NAME & DESCRIPTION Waterfront Spray Pad	Public Consultation Process **No**		
	4. EFFECTS ON FUTURE OPERATING BUDGETS:		
2. COMMITMENTS MADE:	**2020**	**2021**	**2022**
5. EXPENDITURES			
CONTRACTUAL	15,000	50,000	
CAPS BASED ON $			
DIRECT REVENUES			
GRANTS & SUBSIDIES			
OTHER			
6. NET REQUIREMENTS:	15,000	50,000	0
TO BE FINANCED FROM:			
DEBENTURES			
OWNERS			
RESERVES			
OTHER			
7. ANNUAL TAX REQUIREMENT	15,000	50,000	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Repair and recondition Peter Delanty Park court surface / cracks and install new posts to extend the useful life of the courts.		
1. PROJECT NAME & DESCRIPTION Tennis Court Resurfacing - Peter Delanty Park	Public Consultation Process **No**		
	4. EFFECTS ON FUTURE OPERATING BUDGETS:		
2. COMMITMENTS MADE:	**2020**	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	53,000		
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	53,000	0	0
7. ANNUAL TAX REQUIREMENT	53,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Recondition playing surface, grass infields, warning tracks and irrigation.		
1. PROJECT NAME & DESCRIPTION Donegan C Diamond Reconditioning	Public Consultation Process **No**		
	4. EFFECTS ON FUTURE OPERATING BUDGETS:		
2. COMMITMENTS MADE:	**2020**	**2021**	**2022**
5. EXPENDITURES			
CONTRACTUAL	35,000		
CAPS BASED ON $			
DIRECT REVENUES			
GRANTS & SUBSIDIES			
OTHER			
6. NET REQUIREMENTS:	35,000	0	0
TO BE FINANCED FROM:			
DEBENTURES			
OWNERS			
RESERVES			
OTHER			
7. ANNUAL TAX REQUIREMENT	35,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Currently the Saxon's Rugby club park on the old ball diamond at Westwood Park as the current gravel parking lot is not large enough.		
1. PROJECT NAME & DESCRIPTION Westwood Park Parking Lot Extension	Public Consultation Process **No**		
	4. EFFECTS ON FUTURE OPERATING BUDGETS:		
2. COMMITMENTS MADE:	**2020**	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	65,000		
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	65,000	0	0
7. ANNUAL TAX REQUIREMENT	65,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Adult Fitness Park		
1. PROJECT NAME & DESCRIPTION Adult Fitness Park	Public Consultation Process **No**		
	4. EFFECTS ON FUTURE OPERATING BUDGETS:		
2. COMMITMENTS MADE:	**2020**	**2021**	**2022**
5. EXPENDITURES			
CONTRACTUAL	90,000		
CAPS BASED ON $			
DIRECT REVENUES			
GRANTS & SUBSIDIES	-25,000		
OTHER			
6. NET REQUIREMENTS:	65,000	0	0
TO BE FINANCED FROM:			
DEBENTURES			
OWNERS			
RESERVES			
OTHER - Fundraising	-40,000		
7. ANNUAL TAX REQUIREMENT	25,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Replace as per equipment replacement by-law.		
1. PROJECT NAME & DESCRIPTION Therrien Turf Vacuum	Public Consultation Process **No**		
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER		40,000	
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	0	40,000	0
7. ANNUAL TAX REQUIREMENT	0	40,000	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Commission the design for new and/or improved washroom buildings at Donegan, Sinclair and Peter Delanty Parks to meet AODA building code requirements.		
1. PROJECT NAME & DESCRIPTION Public Washrooms Design	Public Consultation Process **No**		
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER		20,000	20,000
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	0	20,000	20,000
7. ANNUAL TAX REQUIREMENT	0	20,000	20,000

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Design a new skateboard park as part of the CCC Campus Master Plan implementation.		
1. PROJECT NAME & DESCRIPTION Skateboard Park	Public Consultation Process **No**		
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER		50,000	300,000
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	0	50,000	300,000
7. ANNUAL TAX REQUIREMENT	0	50,000	300,000

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Parks Section	Replace wide area mower, Unit #44-14 as per equipment replacement bylaw.		
1. PROJECT NAME & DESCRIPTION Wide Area Mower Replacement	Public Consultation Process **No**		
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER			60,000
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	0	0	60,000
7. ANNUAL TAX REQUIREMENT	0	0	60,000

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture DEPARTMENT: **Waterfront Operations** **1. PROJECT NAME & DESCRIPTION** Waterfront Plan - East Pier	**3. PROJECT DETAIL & JUSTIFICATION:** This key asset has been recommended for repairs and enhancements by the Waterfront Plan. Council has selected Option 4 (predominantly pedestrian with light vehicle use) for repairs and has asked staff to procure engineering and other professional services to prepare for construction. Staff has estimated that it will cost approximately $275,000 in 2020 (including contingency) for design, engineering and consultation. Construction costs in 2021 have been estimated at $792,000 (including contingency) for repairs and approximately $1,340,000 (including contingency) for enhancements for a total of $2,132,000. Public Consultation Process **Yes** **4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
2. COMMITMENTS MADE:	**2020**	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	275,000	2,132,000	
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	275,000	2,132,000	0
7. ANNUAL TAX REQUIREMENT	275,000	2,132,000	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture DEPARTMENT: Waterfront Operations **1. PROJECT NAME & DESCRIPTION** Waterfront Plan - Campground	**3. PROJECT DETAIL & JUSTIFICATION:** The Waterfront Plan has recommended the campground remain in its current location and that improvements be made to water, sanitary and electrical services. It also recommends building upgrades to the administration office and washrooms. These improvements will have the greatest positive impact on operations, customer satisfaction as well as visitor numbers and revenue. Staff have estimated that it will cost approximately $127,000 in 2020 (including contingency) for design, engineering and consultation. Construction costs in 2021 for services have been estimated at $750,000 (included contingency) and approximately $500,000 (including contingency) for buildings in 2022. Public Consultation Process **Yes** **4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
2. COMMITMENTS MADE:	**2020**	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	127,000	750,000	500,000
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	127,000	750,000	500,000
7. ANNUAL TAX REQUIREMENT	127,000	750,000	500,000

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture

DEPARTMENT: Waterfront Operations

1. **PROJECT NAME & DESCRIPTION**

Waterfront Plan - Harbour Improvements - Phase I

3. **PROJECT DETAIL & JUSTIFICATION:**

The Waterfront Plan has recommended a number of priority harbour improvements. These projects include detailed engineering for pathways (West Harbour, West Headland, West Beach), reconfiguration of boat storage and parking and boat lifting options (accessible paddle and motor boat). Staff have estimated that in 2020 it will cost approximately $68,000 for engineering and $20,000 for special roadway repairs to address potholes. Future capital costs will be determined after the engineering work has been completed.

Public Consultation Process **Yes**

2. **COMMITMENTS MADE:**

Resurfacing connecting roadway link between Marina parking lot and south end of Hibernia St due to number of pothole complaints. $20,000 from reserves to cover engineering of marina support services infrastructure.

4. **EFFECTS ON FUTURE OPERATING BUDGETS:**

	2020	**2021**	**2022**
5. **EXPENDITURES**			
CONTRACTUAL	88,000	0	0
CAPS BASED ON $			
DIRECT REVENUES			
GRANTS & SUBSIDIES			
OTHER			
6. **NET REQUIREMENTS:**	88,000	0	0
TO BE FINANCED FROM:			
DEBENTURES			
OWNERS			
RESERVES			
OTHER			
7. ANNUAL TAX REQUIREMENT	88,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	3. **PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Waterfront Operations	Harbour walkways are an ongoing maintenance item as well as a trip and fall concern.		
1. **PROJECT NAME & DESCRIPTION** Harbour Pave Stone Walkway Replacement	Public Consultation Process **No**		
2. **COMMITMENTS MADE:**	4. **EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. **EXPENDITURES** CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	25,000	25,000	25,000
6. **NET REQUIREMENTS:** **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	25,000	25,000	25,000
7. ANNUAL TAX REQUIREMENT	25,000	25,000	25,000

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Waterfront Operations	The number of reported thefts and unauthorized boardings of customers' boats has increased in recent years. As the owner and operator of the Marina, the Town has a duty to provide reasonable security for its customers' property. Security gates limit access to docks to boat owners and invited guests and is an industry norm.		
1. PROJECT NAME & DESCRIPTION Marina Security Gates for Docks	Public Consultation Process **No**		
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES			
CONTRACTUAL	60,000		
CAPS BASED ON $			
GRANTS & SUBSIDIES			
OTHER			
6. NET REQUIREMENTS:	60,000	0	0
TO BE FINANCED FROM:			
DEBENTURES			
OWNERS			
RESERVES - Marina	-60,000		
OTHER			
7. ANNUAL TAX REQUIREMENT	0	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Waterfront Operations	A condition assessment of the harbour infrastructure including the north and east seawalls as well as the east and west breakwaters has been completed and found to be structurally deteriorated. (Centre Pier assessment TBC) 2020 - Engineering of north seawall repairs - $200,000 2021 - Engineering of east breakwater - $140,000, Construction north seawall - $2,500,000 2022 - Engineering for west breakwater - $100,000, Construction east breakwater - $1,750,000 Public Consultation Process **Yes**		
1. PROJECT NAME & DESCRIPTION Harbour Seawalls and Breakwaters			
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ GRANTS & SUBSIDIES OTHER	200,000	2,640,000	1,850,000
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	200,000	2,640,000	1,850,000
7. ANNUAL TAX REQUIREMENT	200,000	2,640,000	1,850,000

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	3. **PROJECT DETAIL & JUSTIFICATION:** 2017 & 2019 saw record high lake Ontario water levels resulting in submersion of critical electrical system components and loss of marina power for much of season and many. As part of the new Asset Management program, condition assessments were completed on the Harbour's electrical system (including consideration for future waterfront improvements) 2020 - Upgrade electrical service to harbour and raise Marina junction boxes and replace feeders/panels/transformers 2021 - Upgrade power receptacles fro G Dock to 50A 2022 - Replace power pedestals for C & D Docks. Other recommendations to be implemented in out-years. Public Consultation Process No		
DEPARTMENT: Waterfront Operations			
1. **PROJECT NAME & DESCRIPTION** Harbour Electrical System Upgrade			
2. **COMMITMENTS MADE:**	4. **EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. **EXPENDITURES** CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	310,000	31,250	100,000
6. **NET REQUIREMENTS:** **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	310,000	31,250	100,000
7. ANNUAL TAX REQUIREMENT	310,000	31,250	100,000

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Community Centre	The CCC's animated street sign is beginning to fail, uses an outdated version of windows and can't be program more than 7 days.		
1. **PROJECT NAME & DESCRIPTION** CCC Street Sign Replacement	Public Consultation Process **No**		
2. **COMMITMENTS MADE:**	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. **EXPENDITURES** CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	50,000		
6. **NET REQUIREMENTS:** **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	50,000	0	0
7. ANNUAL TAX REQUIREMENT	50,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Community Centre	Funds are being allocated to address compressor maintenance / repairs as they are reaching the end of lifecycle.		
1. PROJECT NAME & DESCRIPTION CCC Compressor	Public Consultation Process **No**		
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	35,000	35,000	35,000
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	35,000	35,000	35,000
7. ANNUAL TAX REQUIREMENT	35,000	35,000	35,000

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Community Centre	The CCC's security camera system is failing with much of the complex without surveillance. This needs to be addressed to support health and safety, deter criminal activity and to assist with criminal investigations.		
1. PROJECT NAME & DESCRIPTION CCC Video Surveillance System			
	Public Consultation Process **No**		
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES			
CONTRACTUAL	55,000		
CAPS BASED ON $			
DIRECT REVENUES			
GRANTS & SUBSIDIES			
OTHER - 2019 Prior Year Capital	-15,000		
6. NET REQUIREMENTS:	40,000	0	0
TO BE FINANCED FROM:			
DEBENTURES			
OWNERS			
RESERVES			
OTHER			
7. ANNUAL TAX REQUIREMENT	40,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	3. **PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Community Centre	The CCC landscaping has always been minimal and has received many complaints over the years. This showplace facility should have a more attractive and inviting exterior atmosphere. This would also utilize the downspouts for irrigation.		
1. **PROJECT NAME & DESCRIPTION** CCC Landscaping	Public Consultation Process **No**		
2. **COMMITMENTS MADE:**	4. **EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. **EXPENDITURES** CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	100,000		
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	100,000	0	0
7. ANNUAL TAX REQUIREMENT	100,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	3. **PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Community Centre	To provide additional stage area for fitness shows, high school graduations, etc.		
1. **PROJECT NAME & DESCRIPTION** CCC Stage			
	Public Consultation Process **No**		
2. **COMMITMENTS MADE:**	4. **EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. **EXPENDITURES** CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	30,000	15,000	
6. **NET REQUIREMENTS:** **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	30,000	15,000	0
7. ANNUAL TAX REQUIREMENT	30,000	15,000	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022

5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	3. **PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Community Centre	Replacement of 100 chairs each year.		
1. **PROJECT NAME & DESCRIPTION** CCC Chairs	Public Consultation Process **No**		
2. **COMMITMENTS MADE:**	4. **EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. **EXPENDITURES** CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	10,000	10,000	
6. **NET REQUIREMENTS:** **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	10,000	10,000	0
7. ANNUAL TAX REQUIREMENT	10,000	10,000	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022
5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	3. **PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Tourism	Thousands of photos are taken each year and shared on social media through channels such as Instagram and Facebook. To take advantage of this increasingly important, free and widespread publicity, as other cities around the world have done, a creative sign structure is proposed to be built and located on or near Cobourg Beach. It will be guaranteed to attract thousands of guests each year for photo opportunities.		
1. **PROJECT NAME & DESCRIPTION** Tourist Photo Display	Public Consultation Process **Yes**		
2. **COMMITMENTS MADE:**	4. **EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. **EXPENDITURES** CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	20,000		
6. **NET REQUIREMENTS:** **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	20,000	0	0
7. **ANNUAL TAX REQUIREMENT**	20,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022
5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Recreation & Culture	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Tourism	2020: Redesign "Cobourg" signs on eastbound and westbound sides of Highway 401. Seek partnerships with community/business organizations.		
1. PROJECT NAME & DESCRIPTION Wayfinding	2021: Production and installation of new signs. Public Consultation Process **No**		
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	5,000	200,000	
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	5,000	200,000	0
7. ANNUAL TAX REQUIREMENT	5,000	200,000	0