

City of Fort Saskatchewan

2016 Operating Budget

	2016 Proposed Budget
Revenues	
Property Taxes	41,622,283
Sales, Rentals and User Charges	20,511,100
Penalties and Interest	302,600
Fines, Licenses and Permits	4,040,613
Investment Income	665,000
Government Transfers	1,388,940
Other Revenues	3,765,311
Total Revenues	72,295,847
Expenses	
Salaries, Wages and Benefits	25,514,923
Contracted and General Services	12,931,432
Purchased from Other Governments	13,854,398
Materials, Supplies and Utilities	5,637,797
Grants to Organizations	1,677,293
Debentures	4,346,433
Bank Charges	157,900
Transfer to Capital	1,173,700
Transfer to Reserves	6,387,246
Other Expenses	614,725
Total Expenses	72,295,847
Net (Surplus)/Deficit	-

City of Fort Saskatchewan

2016 Capital Projects - Asset Categories

	City Funded	Grant/Other Funding	Capital Budget	Operating Impact
Engineering Structure				
16001 Canada 150 Grant Fort Heritage Precinct Accessibility	-	415,200	415,200	26,000
16017 Local Road Rehabilitation	-	2,600,000	2,600,000	-
16019 Neighbourhood Rehabilitation	912,000	988,000	1,900,000	-
16025 Dr. Turner Lodge Street Parking	60,000	60,000	120,000	-
16026 New Dog Park at West River's Edge	600,000	-	600,000	25,000
16029 Skateboard/BMX Park	240,000	225,000	465,000	6,500
16030 Curling Rink Revitalization	-	2,500,000	2,500,000	-
16031 Access Road & Parking West River's Edge	100,000	-	100,000	5,000
Total Engineering Structure	1,912,000	6,788,200	8,700,200	62,500
Buildings				
15021 Fort Phase 4 - Small Amenities	60,000	-	60,000	9,500
16002 Fort Heritage Precinct Site Enhancements	750,000	-	750,000	82,600
16021 City Hall Space Development	-	250,000	250,000	-
16039 Transfer Station - Office Replacement	75,000	-	75,000	-
Total Buildings	885,000	250,000	1,135,000	92,100
Water/Wastewater/Storm Systems				
16020 Sewer Service Relines	1,200,000	-	1,200,000	-
16037 Water Meters - Radio Read Upgrades	390,000	-	390,000	-
16038 Water Reservoirs - Fiber Optics Network	65,000	-	65,000	-
Total Water/Wastewater/Storm Systems	1,655,000	-	1,655,000	-
Machinery & Equipment				
15026 High Profile Toro 5990 Mower	-	-	-	12,000
16006 Replace Brush Chipper	35,000	5,000	40,000	-
16007 Replace Bobcat Skidsteer	9,000	92,000	101,000	-
16009 JRC and DCC Zamboni Replacement	210,000	20,000	230,000	-
16010 Computer Equipment Replacement	116,300	-	116,300	-
16012 Parks - Compact Municipal Tractor	135,000	-	135,000	3,000
16013 Play Area Lifecycle Program - JD McLean Park	130,000	-	130,000	-
16014 Gear Washer Replacement	16,000	-	16,000	-
16016 Computer Network Infrastructure	330,000	-	330,000	-
16018 Computer Hardware/Software New Acquisitions	195,000	-	195,000	-
16033 Project Management Software	100,000	-	100,000	-
16036 New Intersection Safety Device Camera installation	222,500	-	222,500	(45,000)
16040 Snow Blower for Snow Hauling	117,500	-	117,500	20,500
Total Machinery & Equipment	1,616,300	117,000	1,733,300	(9,500)
Furnishings				
16027 Theatre Stage Risers	30,000	-	30,000	-
Total Furnishings	30,000	-	30,000	-
Vehicles				
15027 Animal Control Vehicle	-	-	-	4,500
Total Vehicles	-	-	-	4,500
Total Asset Classification	6,098,300	7,155,200	13,253,500	149,600

** Transit buses are not included in the 2016 Capital Budget as they are included in the approved Green Trip & MSI funding from 2014.



June 10, 2015

To: City of Fort Saskatchewan Mayor Gale Katchur, Councillors Birgit Blizzard, Sheldon Bossert, Frank Garritsen, Stew Hennig, Arjun Randhawa, Ed Sperling

We are pleased to submit our 2016 Operating and Capital grant request and 2016 budget for your review. Our budget has been reviewed by the Library Board's Finance, Development and Advocacy Committee and the Library Board. The 2016 budget was approved for submission to the City by the Library Board at its June 1, 2015 regular meeting.

The Library Board's 2016 grant request from the City of Fort Saskatchewan is as follows:

2016	
Operating Budget	\$1,069,395
Capital Budget	\$180,800
Total Budget	\$1,250,195
Grant Request	\$1,080,741

Highlights

Overall City of Fort Saskatchewan 2016 Grant Request

Our budget submission in 2014 for 2015-2018 stated a predicted City grant increase request of 5.3% from 2015 to 2016. We are now pleased to be able to bring this request down to a 4.98% increase.

Staffing for Technological Support:

As per our budget request for 2015, we are planning to increase our level of on-site technical support by an additional 7 hours per week for 2016. We currently have 2.5 days of onsite IT support in a library with over 40 staff and public computer stations, public and staff Wi-Fi, various servers, numerous software programs, and new technologies including digital creative stations and our new "Adaptive Technology Station" for the visually and physically challenged. Our need for additional on-site support continues to grow as does public demand for both on-site and online digital resources.

Provincial Funding and the Elimination of Library Card fees

In the spring of 2015, we received word from the Public Library Services Branch of Municipal Affairs that the provincial government was to begin using 2014 census data as opposed to 2010 census data and increase the per capita funding for public libraries. This has led to a potential increase of funding to our library of approximately \$24,000. We propose that with this increase we eliminate the fees we charge for library membership. Over the past 3 years, libraries in Alberta have begun moving away from charging for library cards. In fact, both Calgary Public Library and Edmonton Public Library no longer charge for library cards (as do

not a number of smaller libraries throughout the province). Currently, only 1/3 of Alberta's population is left paying for a library card. Not only does this now make us an exception within Alberta, but Alberta has been – and continues to be – only one of two Canadian provinces where public libraries may charge for a public library card, and one of the only jurisdictions in North America and around the world charging for library cards. Often, newcomers from the U.S., UK and elsewhere are shocked when asked to pay for a library card. We are very excited by this initiative to provide true barrier-free access to all.

It is important to note, however, that the increased provincial funding is tentative. It was informally introduced by the previous Alberta government. It is hoped that the current government shall pass a budget that implements this promise. Our initiative to eliminate library card fees shall depend upon the formal approval of the Province's budget.

Enrich the Experience Fundraising Campaign

Our fundraising campaign included a number of donations to be spread out over 5 years. The anticipated amount pledged for 2016 is approximately \$5000. This is to be spent almost entirely on capital items to enrich collections, technologies and other library resources.

VOIP Telephone System

With renovations in 2013 the City had implemented a new telephone system. We were not aware of the costs associated with such until informed by City Administration in March of 2015 that we shall be responsible for approximately \$3300 for Library phones beginning 2016.

Capital Expenses

If/when compared to the budget submission in 2014 for 2015-2018, our spreadsheet for 2016 will show a number of changes in how items are grouped. Having met with City Finance personnel in early 2015, it has been determined that our collections (books, DVDs, etc.) are capitalized and should be grouped as such as it is more appropriate. Therefore, as primarily housekeeping - yet important from an accounting perspective - we have moved our collections from operating to Capital for 2016 (and ongoing).

Collections

Within our collections budgets for 2016 we have re-aligned planned expenditures between fiction, non-fiction, and various formats (Blu-rays, DVDs, etc.). As a result, you shall notice a decrease in some areas and increases in others to address a number of areas within our collection that are currently weighted too heavily vs. others (e.g. fiction to non-fiction).

Identified Efficiencies

We have monitored expenses closely throughout 2014 and 2015 and identified a number of opportunities to modify workflow and reduce costs. One area is in cataloguing of materials whereby we have brought the processing of CDs and DVDs in-house and no-longer outsource such (a savings of \$2000.)

We also monitored our annual audit expense and were pleased to see our audit of 2014 came in under budget. We have thus reduced the predicted increase in cost of such for 2016.

We welcome you to review our budget documents and ask any questions you may have. We look forward to our opportunity to address Council in regard to our grant request.

Yours sincerely;

A handwritten signature in blue ink, appearing to read "David Larsen".

David Larsen
Library Director

Encl: 1

Cc: Richard Gagnon, Shannon Andruchow