

Date: February 1, 2020
Submitted by: Sanford Brown, Building & Protective Services Manager
Service Name: Building Inspection
Service Purpose: Regulate construction for the health, safety, and protection of persons and property.
Participants: Electoral Area residents

Operational Items:

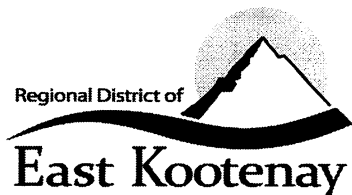
- It's expected that 2020 will continue to show strong activity in the construction market in the East Kootenays. Budgeted building permit revenues were increased to \$400,000 in 2020, which is a \$50,000 increase over 2019 but still conservative given the last few years revenue. Progress continues to be made on initiatives to streamline the permit application process, onsite web based inspection platforms and data entry.
- Rebate program for energy modelling continues with up \$20,000 available annually.

Capital Items:

- [Enter Capital Items]

CFO Comments:

- Estimate a tax increase of \$5,626 = 1.5% in 2020 and 3.8% increase in 2021, depending on the level of surplus from 2020 operations.
- Recommend transferring \$115,000 to the Tax Stabilization Reserve to be drawn down from 2021 to 2024 to minimize tax increases depending on annual operating results.
- Option to reduce contribution to Tax Stabilization Reserve to reduce tax increase.



**Bldg Inspection
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Tuesday, December 31, 2019
2/1/2020**

Revenue

	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
Requisition	\$355,374	\$355,374	\$361,000	\$375,000	\$397,000	\$417,000	\$476,000
Payments in Lieu of Taxes	1,000		1,000	1,000	1,000	1,000	1,000
Fees & Charges	361,000	580,613	410,300	410,300	410,300	410,300	410,300
Interest	3,000	7,500	3,000	3,000	3,000	3,000	3,000
Prior Period Surplus	367,684	367,684	369,000	150,000	100,000	100,000	100,000
Total Revenue	1,088,058	1,311,171	1,144,300	939,300	911,300	931,300	990,300

Expenditures

Salaries & Benefits	729,181	626,361	714,213	729,430	743,446	759,177	774,269
Administration & Overhead	80,075	51,202	85,225	85,125	86,075	87,025	88,025
Vehicle & Hauling Costs	23,500	26,455	29,300	26,100	27,000	28,150	28,850
Consulting & Professional Services	20,000	17,896	20,000	20,000	20,000	20,000	20,000
Telephone & Utilities	5,800	4,563	6,300	6,300	6,300	6,300	6,300
Shared Overhead	114,789	109,711	104,262	106,345	108,479	110,648	112,856
Total General	973,345	836,188	959,300	973,300	991,300	1,011,300	1,030,300
Total Expenditures	973,345	836,188	959,300	973,300	991,300	1,011,300	1,030,300
Revenue less Expenditures	114,713	474,982	185,000	(34,000)	(80,000)	(80,000)	(40,000)
Transfers to Reserves	(105,000)	(105,000)	(135,000)		(20,000)	(20,000)	(20,000)
Transfers from Reserves	40,000	34,501		74,000	100,000	140,000	60,000
Capital Expenditures	(40,000)	(34,501)		(40,000)		(40,000)	
Surplus (Deficit)	9,713	369,982	50,000				

Reserve Funds
Vehicle and Equipment Reserve Fund

179,509
27,229