

**FINANCE COMMITTEE
ORDER OF BUSINESS**
Town of Banff Council Chambers
Monday, May 27, 2013 at 10:00 a.m.

1.0 CALL TO ORDER

2.0 APPROVAL OF AGENDA

3.0 ADOPTION OF PREVIOUS FINANCE COMMITTEE MINUTES

3.1 Minutes of the April 8, 2013 Regular Meeting of the Finance Committee

4.0 DELEGATIONS

4.1 Alan Buckingham, Past Chair of the Board, Rundle Memorial United Church

5.0 REPORTS

5.1 Request for Decision: Linking Budgets to Service Review

5.2 Briefing: First Quarter Financial Statements and Forecast

6.0 INQUIRIES

7.0 ADJOURNMENT

MINUTES OF THE FINANCE COMMITTEE
of the Town of Banff in the Province of Alberta
Town Hall Council Chamber
Monday, April 8, 2013 at 10:00 am

MEMBERS PRESENT

Karen Sorensen	Mayor
Leslie Taylor	Councillor
Stavros Karlos	Councillor
Chip Olver	Councillor
Brian Standish	Councillor and Deputy Mayor

MEMBERS ABSENT

Paul Baxter	Councillor
Grant Canning	Councillor and Acting Mayor

ADMINISTRATION PRESENT

Robert Earl	Town Manager
Kelly Gibson	Manager of Corporate Services
Chris Hughes	Senior Accountant
Tara Johnston-Lee	Municipal Clerk (Recording Secretary)

1.0 CALL TO ORDER

The Mayor called the April 8, 2013 meeting of the finance committee to order at 10:00 a.m.

2.0 APPROVAL OF AGENDA

2.1. Meeting Agenda

FIN13-1 Moved by Councillor Standish to approve the April 8, 2013 agenda of the meeting of the finance committee as presented.

CARRIED

3.0 ADOPTION OF PREVIOUS MINUTES

3.1. Minutes of the November 13, 2012 Meeting of the Finance Committee

FIN13-2 Moved by Councillor Taylor to approve the minutes of the November 13, 2012 finance committee meeting as presented.

CARRIED

4.0 REPORTS

4.1 Fenlands Performance Targets

Chris Hughes, Senior Accountant, spoke to the written report and made a presentation on the Fenlands performance measures. The presentation slides have been added to the agenda package for this meeting.

FIN13-3 Moved by Councillor Karlos that council and administration adopt the following performance targets for creating the annual budget for the Fenlands Recreation Centre:

- a) operating cost recovery rate (excluding amortization expense) at a rate at or above the median for comparable communities;
- b) non-ice revenue per ft² of non-ice space at or above the median for comparable communities;
- c) percentage of peak ice hours booked at or above the median for comparable communities;
- d) percentage of non-peak ice hours booked at or above the median for comparable communities;
- e) operating costs per ft² of facility at or below the median for comparable communities;
- f) operating costs per ft² of ice (including curling ice) at or below the median for comparable communities;
- g) utility costs per ft² of ice (including curling ice) below the median by 10% for comparable communities;
- h) average skating ice revenue per hour above the median by 20% for comparable communities; and
- i) to set the targets for revenues from various ice user groups as follows:

User Group Type	Target % Skating Ice Revenue
Local User Groups	90%
Non-Local User Groups	10%
Minor User Groups	60%
Non-Minor User Groups	40%

FIN13-4 Moved by Councillor Standish to amend motion FIN13-3 by amending section (i) by deleting the words in ~~strikeout~~ and inserting the words in underline:

- (i) average skating ice revenue per hour above the median by ~~20%~~ 13% for comparable communities; and

DEFEATED
Standish in favour

The vote followed on motion FIN13-3.

CARRIED

5.0 INQUIRIES

There were no inquiries.

6.0 ADJOURNMENT

FIN13-5 Moved by Councillor Karlos to adjourn the meeting of the finance committee at 10:50 a.m.

CARRIED

Karen Sorensen
Mayor

Tara Johnston-Lee
Municipal Clerk

Greetings,

I am writing on behalf of Rundle Memorial United Church, particularly our Thrift Shop with a request for a dumpster at the back of our property.

As I'm sure you are aware, our thrift shop provides a large service to the Town of Banff in keeping items out of the landfill. We receive dozens of bags of rummage each week which we resell to the community at affordable prices. However, some items that people leave us are not suitable for resale and need to be discarded. We also receive many more items than we are able to display for sale and so those of lower quality are also discarded. When discarding items however we still endeavour to bypass/delay them ending up in the landfill.

Last year we took over 470 garbage bags of surplus clothing to the Mustard Seed in Calgary. We also donated many bags of towels and sheets to the Bow Valley SPCA and gave several boxes of dishes and children's clothing to the Calgary Drop-In Centre. We also do our best to ensure that items that can be recycled are, including electronics.

None the less, each week there are items that need to be thrown out. Currently we are placing these items in nearby dumpsters. The lives of our volunteers, both from the church and from the community, would be greatly improved if we had our own dumpster. We are therefore inquiring if the Town of Banff would be able to provide one, free of charge, including collection, as a sign of support for our work in the community.

If you have any questions or require any further information, please don't hesitate to be in touch.

Peace,



Allan Buckingham
Past Chair of the Board
Rundle Memorial United Church
AllanBuckingham@gmail.com
403-760-3539

REQUEST FOR DECISION

Subject: Linking Budgets to Service Review



Presented to: Finance Committee

Date: May 27, 2013

Submitted by: Kelly Gibson and Chris Hughes

Agenda #: 5.1

RECOMMENDATION

That Finance Committee direct Administration to add budget level information to the service review process.

BACKGROUND

Reason for Report

To provide Council with an improved decision making tool when reviewing municipal programs and services.

Summary of Issue

In 2010, the Town created a Service Review process that gave Council a new tool to better understand service levels offered and to direct future levels of service. While this document has been successful in achieving its educational purpose it lacks a direct connection to budget decision making.

Administration has reviewed many other municipalities' documents and incorporated previous Council comments into this preliminary document for discussion (Appendix A). It should be noted that information in Appendix A is not an actual allocation of budget or description of service and is simply presented for display purposes. Appendix A represents the Fire Services department and its related service areas.

Linking the budget to the service review will not be a simple cut and paste. In combining these processes some of the detail will be rolled up to a higher level, but the information in one easy to reference location will help inform decision making. From a budget perspective we will need to reorganize and expand the number of budget departments to better reflect services provided. The number of service areas in the Service Review will be reduced to ensure each service area has a meaningful budget associated with it. The combined document will have additional functionality such as FTE counts and Budget Considerations built into the document. From the Service Review there will be a brief description, priorities and performance benchmarks for the activity being budgeted. Operating budget figures will be rolled into fewer categories, but in most cases across more specific activities.

Response Options

Response options have been provided in Appendix A for Finance Committee to consider.

IMPLICATIONS OF DECISION

Budget

Currently no budget has been identified to make these changes. If the Finance Committee is interested in the improvement of the Service Review, Administration will investigate and bring back a funding request if required.

Internal Resources

Finance staff time will be required to join these processes together. Purchasing additional software may benefit the end product.

Communication

The intent of joining these processes is to better communicate to the taxpayer the cost of services provided and to assist Council in their decision making.

ATTACHMENTS

Appendix A – Mock Service Review – Fire Services

Circulation date:

May 17, 2013

Submitted By:

Kelly Gibson/Chris Hughes

Reviewed By:

Robert Earl, Town Manager

Service Area: Emergency Response and Training (1 of 3 Fire Service Areas)

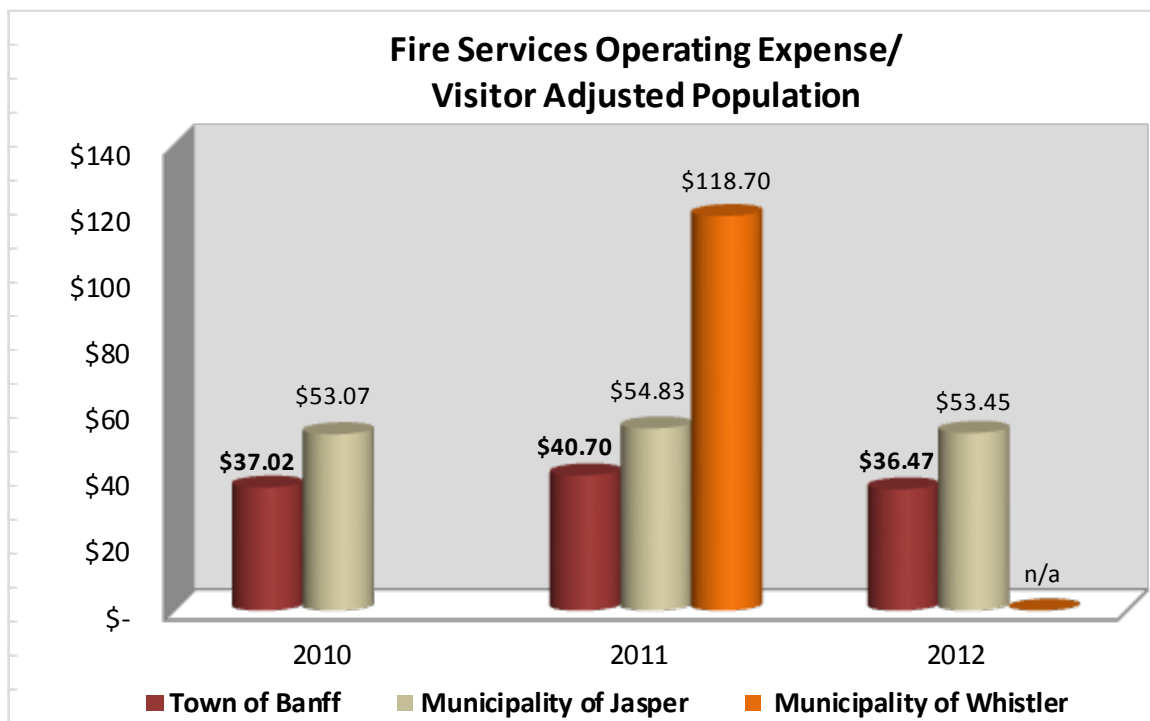
This service area includes the preparation and response to multiple potential emergency situations. The most common types of emergencies are motor vehicle collisions, fires, hazardous spills, false alarms, and other incidents. The preparation and training is to ensure that the 3.9 full time and 31 part time are as prepared as possible for any potential emergency. Medical Emergencies account for 35-40% of the responses each year and Chief Officers are trained to the Emergency Medical Responder level and all fire fighters to the Standard First Aid level.

2014 Priorities:

- Replacement of Rescue Truck
- Increase Bow Valley Co-operation
- Training of New Recruits
- Explore cost recovery for ems calls with Province and Covenant Health

Performance Benchmarks:

Performance benchmarks for the areas of Water, Wastewater, Snow & Ice, Roads, Fire, Police, Parks, Recreation Facilities, Transit and Resource Recovery will be expanded in 2013 as the Municipal Benchmarking Alberta Project advances.



Operating Budget

Budget Grid – Option A

Operating Budget – Rolled up account categories with similar statement layout to current budget

	2012 Actual	2013 Budget	2014 Budget	2015 Budget
REVENUES				
Activity Revenue	263,500	297,720	30,000	30,000
Grants	0	0	0	0
Other Revenue	0	0	0	0
TOTAL REVENUES	263,500	297,720	300,800	303,400
EXPENDITURES				
Wages & Benefits	562,680	621,767	625,564	628,894
Contracted & Other Services	77,810	88,034	89,114	90,365
Materials, Goods & Supplies	76,270	80,370	80,370	80,370
Amortization Expense	89,420	96,071	90,601	75,461
TOTAL EXPENDITURES	806,180	886,242	885,649	875,090
NET SURPLUS/(DEFICIT)	(542,680)	(588,522)	(584,849)	(571,690)
Internal Chargeback Expenditures *1	52,740	54,990	56,160	57,240
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	(595,420)	(643,512)	(641,009)	(628,930)
<i>Amortization</i>	<i>89,420</i>	<i>96,071</i>	<i>90,601</i>	<i>75,461</i>
<i>Restricted Surplus</i>	<i>74,200</i>	<i>76,860</i>	<i>76,860</i>	<i>76,860</i>
<i>Contribution To/(From) Tax Levy</i>	<i>(580,200)</i>	<i>(624,300)</i>	<i>(627,267)</i>	<i>(630,328)</i>

	2012	2013	2014	2015
FTE Count *2	9	10	10	10

- Internal Chargebacks will be amended in 2013 to include indirect costs and overhead as part of the Municipal Benchmarking Alberta Project.*
- Includes Amalgamation of paid on call members.*

Budget Grid – Option B

Operating Budget - Rolled up account categories with Internal Chargebacks moved above the line.

Example illustrated below.

	2012 Actual	2013 Budget	2014 Budget	2015 Budget
REVENUES				
Activity Revenue	263,500	297,720	300,800	303,400
Grants	0	0	0	0
Other Revenue	0	0	0	0
Internal Recoveries	0	0	0	0
TOTAL REVENUES	263,500	297,720	300,800	303,400
EXPENDITURES				
Wages & Benefits	562,680	621,767	625,564	628,894
Contracted & Other Services	77,810	88,034	89,114	90,365
Materials, Goods & Supplies	76,270	80,370	80,370	80,370
Amortization Expense	89,420	96,071	90,601	75,461
Internal Charges *1	52,740	54,990	56,160	57,240
TOTAL EXPENDITURES	858,920	941,231	941,808	932,329
NET SURPLUS/(DEFICIT)	(595,420)	(643,511)	(641,008)	(628,929)
<i>Amortization</i>	<i>89,420</i>	<i>96,071</i>	<i>90,601</i>	<i>75,461</i>
<i>Restricted Surplus</i>	<i>74,200</i>	<i>76,860</i>	<i>76,860</i>	<i>76,860</i>
<i>Contribution To/(From) Tax Levy</i>	<i>(580,200)</i>	<i>(624,300)</i>	<i>(627,267)</i>	<i>(630,328)</i>

	2012	2013	2014	2015
FTE Count *2	9	10	10	10

1. Internal Chargebacks will be amended in 2013 to include indirect costs and overhead as part of the Municipal Benchmarking Alberta Project.
2. Includes Amalgamation of paid on call members.

Budget Grid – Option C

Operating Budget – Remove amortization from the expense section and the surplus allocation section and disclose it separately. Disclose more detail in the surplus allocation section to include; transfers to reserves, transfers from reserves and gains/losses on disposal of TCAs.

	2012 Actual	2013 Budget	2014 Budget	2015 Budget
REVENUES				
Activity Revenue	263,500	297,720	300,800	303,400
Grants	0	0	0	0
Other Revenue	0	0	0	0
Internal Recoveries	0	0	0	0
TOTAL REVENUES	263,500	297,720	300,800	303,400
EXPENDITURES				
Wages & Benefits	562,680	621,767	625,564	628,894
Contracted & Other Services	77,810	88,034	89,114	90,365
Materials, Goods & Supplies	76,270	80,370	80,370	80,370
Internal Charges *1	52,740	54,990	56,160	57,240
TOTAL EXPENDITURES	769,500	845,160	851,207	856,868
NET SURPLUS/(DEFICIT)	(506,000)	(547,440)	(550,407)	(553,468)

Additional Information	2012	2013	2014	2015
Associated Amortization	89,420	96,071	90,601	75,461
Allocation of Surplus/(Deficit)	(506,000)	(547,440)	(550,407)	(553,468)
Transfers to Reserves	(76,360)	(76,860)	(76,860)	(76,860)
Transfers from Reserves	1,190	0	0	0
Gain/(Loss) on Disposal of TCA	970	0	0	0
Contribution to/(from) Tax Levy	(580,200)	(624,300)	(627,267)	(630,328)

	2012	2013	2014	2015
FTE Count *2	9	10	10	10

1. *Internal Chargebacks will be amended in 2013 to include indirect costs and overhead as part of the Municipal Benchmarking Alberta Project.*
2. *Includes Amalgamation of paid on call members.*

Budget Grid – Option D

Operating Budget – Same as option C with columns inserted for additional historical years

	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2013 vs. 2012	2014 Budget	2015 Budget
REVENUES							
Activity Revenue	X	X	263,500	297,720	13%	300,800	303,400
Grants	X	X	0	0	0%	0	0
Other Revenue	X	X	0	0	0%	0	0
Internal Recoveries	X	X	0	0	0%	0	0
TOTAL REVENUES	X	X	263,500	297,720	13%	300,800	303,400
EXPENDITURES							
Wages & Benefits	X	X	562,680	621,767	10.5%	625,564	628,894
Contracted & Other Services	X	X	77,810	88,034	13.1%	89,114	90,365
Materials, Goods & Supplies	X	X	76,270	80,370	5.4%	80,370	80,370
Internal Charges *1	X	X	52,740	54,990	4.3%	56,160	57,240
TOTAL EXPENDITURES	X	X	769,500	845,160	9.8%	851,207	856,868
NET SURPLUS/(DEFICIT)	X	X	(506,000)	(547,440)	8.2%	(550,407)	(553,468)

Additional Information	2010	2011	2012	2013	2013 vs. 2012	2014	2015
Associated Amortization	X	X	89,420	96,071		90,601	75,461
Allocation of Surplus/(Deficit)	X	X	(506,000)	(547,440)	8.2%	(550,407)	(553,468)
Transfers to Reserves	X	X	(76,360)	(76,860)	0.7%	(76,860)	(76,860)
Transfers from Reserves	X	X	1,190	0	-100.0%	0	0
Gain/(Loss) on Disposal of TCA	X	X	970	0	-100.0%	0	0
Contribution to/(from) Tax Levy	X	X	(580,200)	(624,300)	7.6%	(627,267)	(630,328)

Option E - Operating Budget – Present column(s) for additional year over year % change in budget

	2010	2011	2012	2013	2013 vs. 2012	2014	2015
FTE Count *2	X	X	9	10	11.1%	10	10

1. *Internal Chargebacks will be amended in 2013 to include indirect costs and overhead as part of the Municipal Benchmarking Alberta Project.*
2. *Includes Amalgamation of paid on call members.*

Service Area: Fire Prevention, Education & Code Compliance (2 of 3 Fire Service Areas)

This service area includes activities related to the prevention of fire, fire safety education and compliance to the fire and safety code act. The annual fire prevention week activities, community education, fire code inspections and grease trap and back flow prevention inspections all fall within this service area.

2014 Priorities:

- High School Fire Prevention Program
- Fire Smart Program

Performance Benchmarks:

No performance benchmarks Identified at this time.

Operating Budget

	2012 Actual	2013 Budget	2014 Budget	2015 Budget
REVENUES				
Activity Revenue	40,190	43,215	43,850	44,175
Grants	0	0	0	0
Other Revenue	0	0	0	0
Internal Recoveries	0	0	0	0
TOTAL REVENUES	40,190	43,215	43,850	44,175
EXPENDITURES				
Wages & Benefits	31,260	34,543	34,754	34,939
Contracted & Other Services	4,320	4,891	4,951	5,020
Materials, Goods & Supplies	4,240	4,465	4,465	4,465
Internal Charges *1	2,930	3,055	3,120	3,180
TOTAL EXPENDITURES	42,750	46,953	47,289	47,604
NET SURPLUS/(DEFICIT)	(2,560)	(3,738)	(3,439)	(3,429)

Additional Information	2012	2013	2014	2015
Associated Amortization	4,970	5,337	5,033	4,192
Allocation of Surplus/(Deficit)	(2,560)	(3,738)	(3,429)	(3,429)
Transfers to Reserves	(4,120)	(4,270)	(4,270)	(4,270)
Transfers from Reserves	0	0	0	0
Gain/(Loss) on Disposal of TCA	0	0	0	0
Contribution to/(from) Tax Levy	(6,680)	(8,008)	(7,699)	(7,699)

	2012	2013	2014	2015
FTE Count *2	.5	.5	.5	.5

1. Internal Chargebacks will be amended in 2013 to include indirect costs and overhead as part of the Municipal Benchmarking Alberta Project.
2. Includes Amalgamation of paid on call members.

Service Area: Emergency Preparedness (3 of 3 Fire Service Areas)

This service area includes activities related to the update, practice and execution of the Town's Emergency Management Plan. This includes tabletop exercises performed every year as well as full scale mock disasters done every three years.

2014 Priorities:

- Development of Regional Emergency Plan
- Full Scale Mock Disaster

Performance Benchmarks:

No performance benchmarks identified at this time.

Operating Budget

	2012 Actual	2013 Budget	2014 Budget	2015 Budget
REVENUES				
Activity Revenue	28,610	33,215	33,850	34,175
Grants	0	0	0	0
Other Revenue	0	0	0	0
Internal Recoveries	0	0	0	0
TOTAL REVENUES	28,610	33,215	33,850	34,175
EXPENDITURES				
Wages & Benefits	31,260	34,543	34,754	34,939
Contracted & Other Services	4,320	4,891	4,951	5,020
Materials, Goods & Supplies	4,240	4,465	4,465	4,465
Internal Charges *1	2,930	3,055	3,120	3,180
TOTAL EXPENDITURES	38,820	43,898	44,169	44,424
NET SURPLUS/(DEFICIT)	(11,210)	(10,683)	(10,319)	(10,249)

Additional Information	2012	2013	2014	2015
Associated Amortization	4,970	5,337	5,033	4,192
Allocation of Surplus/(Deficit)	(11,210)	(10,683)	(10,319)	(10,249)
Transfers to Reserves	(4,120)	(4,270)	(4,270)	(4,270)
Transfers from Reserves	0	0	0	0
Gain/(Loss) on Disposal of TCA	0	0	0	0
Contribution to/(from) Tax Levy	(15,330)	(14,953)	(14,589)	(14,519)

	2012	2013	2014	2015
FTE Count*2	.5	.5	.5	.5

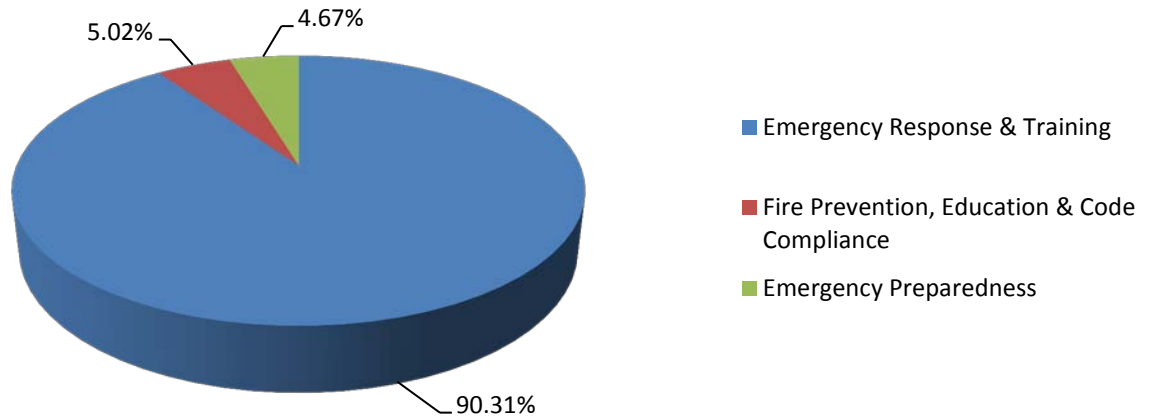
1. Internal Chargebacks will be amended in 2013 to include indirect costs and overhead as part of the Municipal Benchmarking Alberta Project.
2. Includes Amalgamation of paid on call members.

Fire Services Summary

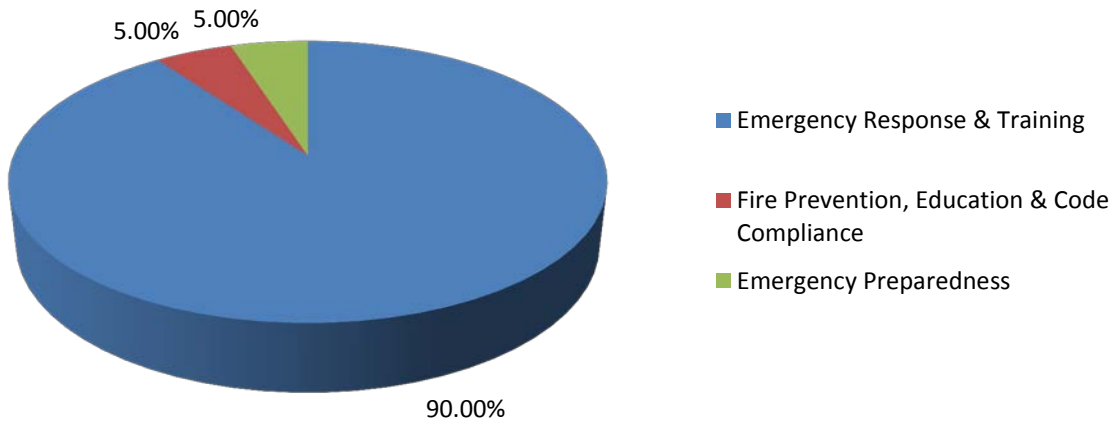
Summary Charts - This section can provide graphical information examples are provided below for Council to decide which would be the most beneficial to the reader of the document or if there are other that are not listed that should be added.

Option A:

2012 Expenses by Function



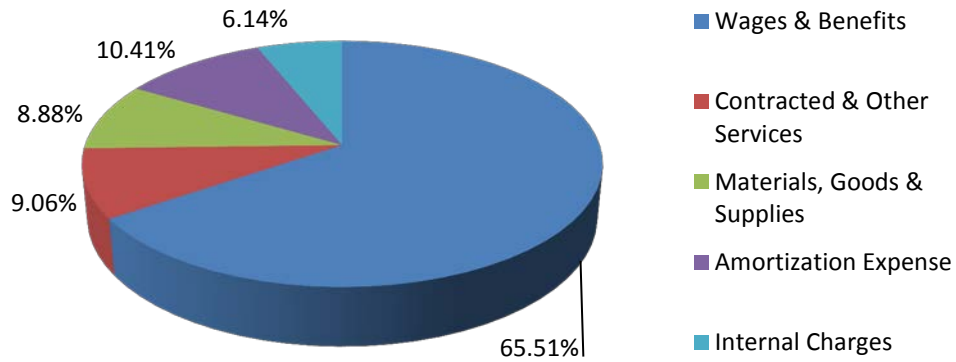
2013 Expenses by Function



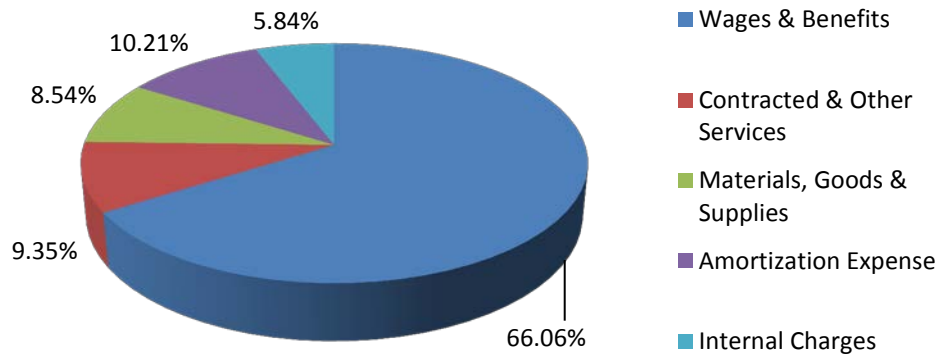
- *These percentages will change with the addition of indirect and overhead costs in the next version.*

Option B:

2012 Expenses By Type



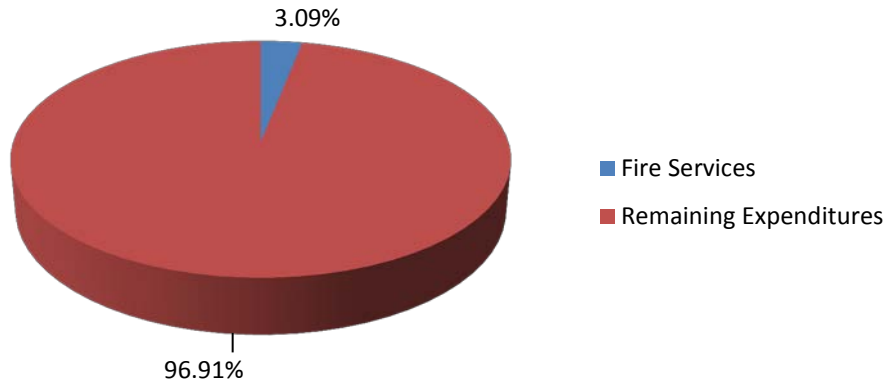
2013 Expenses By Type



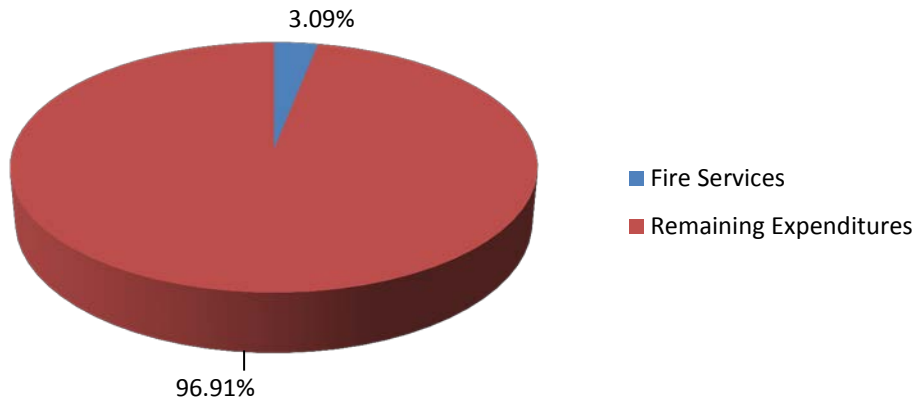
➤ *These percentages will change with the addition of indirect and overhead costs in the next version.*

Option C:

2012 Fire Expenses/Total Expenses



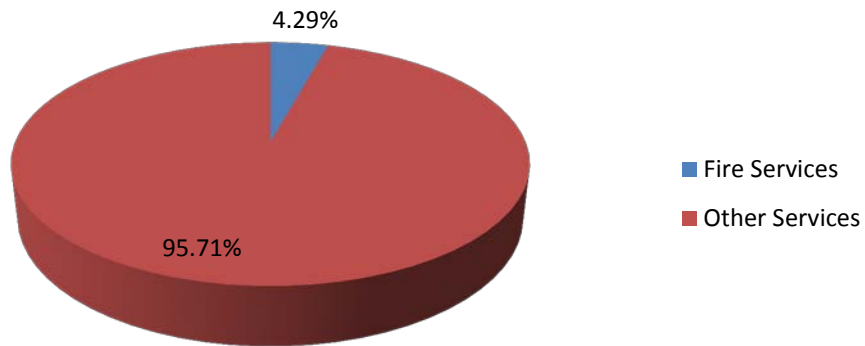
2013 Fire Expenses/Total Expenses



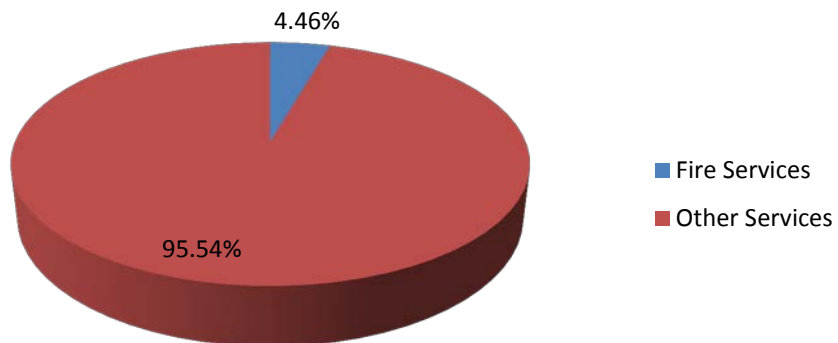
➤ *These percentages will increase with the addition of indirect and overhead costs in the next version.*

Option D:

2012 Tax Requirement/ Total Tax Requisition



2013 Tax Requirement/ Total Tax Requisition



➤ *These percentages will increase with the addition of indirect and overhead costs in the next version.*

Capital Budget

Capital Project	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Fire Vehicle Replacement	75,000	0	450,000	75,000	0	1,000,000	0	0	0	0
Vehicle Extrication Area	40,000	0	0	0	0	0	0	0	0	0
2013 Bunker Gear Replacement	12,000	0	0	0	0	0	0	0	0	0
Pager replacement	10,000	0	0	0	0	0	0	0	0	0
Breathing Apparatus	0	0	0	0	96,000	0	0	0	0	0
Fire Hose Replacement	0	0	0	0	25,000	0	0	0	0	0
Thermo Imaging Camera	0	0	0	0	15,000	0	0	0	0	0
Total: Fire Reserve	137,000	0	450,000	75,000	136,000	1,000,000	0	0	0	0

BRIEFING

Subject: First Quarter Financial Statements & Forecast



Presented to: Finance Committee

Date: May 27, 2013

Submitted by: Chris Hughes, Senior Accountant Agenda #: 5.2

BACKGROUND

Reason for Report

To brief Council on the Town of Banff Operating Financial Statements for the 3-months ending March 31, 2013

Summary of Issue

Upon review of the first quarter financial results, there is an overall forecasted unrestricted deficit of \$1,259. Departmental financial activity for the first quarter varies depending on each department's function. The supporting financial statements include comments outlining the major variances highlighted in the first quarter as well as revised year-end forecasts for revenues and expenses. The summer months tend to be important months for operating expenditures and revenues with many cost centres such as Operations, Transit, Utilities and Youth Programs having a significant portion of their projects and programs projected in July and August.

A second quarter forecast will be provided to the Finance Committee at the August 19th meeting.

CONCLUSION

There were a number of offsetting variances identified in the first quarter. The current forecast is projecting a year-end deficit of \$1,259. There has been a relatively low turnover in the first quarter and some wage adjustments have been made according to the recent compensation review. Consequently the amount of wages and benefits savings identified toward the target of \$130,000 to date has been modest at \$7,400.

ATTACHMENTS

- a) Operating Financial Statement with Forecasts – First Quarter
-

Circulation date:

May 17, 2013

Submitted By:

Chris Hughes, Senior Accountant

Reviewed By:

Robert Earl, Town Manager

Town of Banff
Summary of All Units
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Municipal Tax Revenue		\$14,374,369	\$14,580,124	(\$205,755)		\$14,047,103
Sale of Goods & Services	37,827	378,875	322,900	55,975	99,268	264,409
Donations/Gifts	27,824	47,400	31,500	15,900	25,152	38,035
Rental	95,651	455,890	469,260	(13,370)	89,071	445,668
Interest	7,771	80,000	90,000	(10,000)	15,643	79,319
Penalties & Costs	26,007	95,100	89,900	5,200	16,779	81,199
Business Licenses	4,349,976	4,343,000	3,943,000	400,000	3,861,720	3,859,307
Tax Certificates	1,366	12,500	12,500	0	1,800	8,784
Animal Licenses	27,910	28,000	26,000	2,000	24,155	26,488
Parking/Traffic Fines	107,240	515,000	480,000	35,000	94,553	527,478
Animal Control Fines	135	1,000	1,000	0	170	1,090
Consumption Charges	1,582,149	7,270,000	7,270,000	0	1,395,924	6,530,001
Recycling Revenue	4,532	120,000	120,000	0	22,667	122,548
Garbage Collection Fees	9,383	455,172	455,172	0	117,710	457,585
Subdivision Processing Fees		8,000	8,000	0		7,083
Building Permits	33,626	108,626	100,000	8,626	3,108	94,866
Development Permits	9,664	39,664	40,000	(336)	3,885	77,489
Compliance Certificates	300	7,800	3,000	4,800	1,875	4,065
Developers Levies		85,000	85,000	0	16,930	50,228
Ice Rentals	156,400	493,100	493,100	0	158,318	419,100
Program Fees	29,435	89,000	89,000	0	30,495	74,173
Membership Fees		3,500	3,500	0		810
Curling Ice Rentals	28,482	58,500	58,500	0	31,184	48,300
Room Rentals	1,784	23,499	23,500	(1)	779	43,507
Site Use Fees	(97)	8,100	8,100	0		3,181
Ball Diamond Rentals	(177)	13,800	13,800	0		9,856
Summer Fun Registrations		100,000	100,000	0		110,684
Kids Kampus Fees	11,164	20,500	20,500	0	11,583	17,311
After School Club Revenue	20,709	112,000	112,000	0	17,556	64,726
Drop-in Fees	1,831	8,000	8,000	0	3,227	9,463
Other Permit Revenue	10,770	65,325	62,000	3,325	4,176	74,346
Other Sales and Revenue	17,375	256,750	247,350	9,400	144,030	525,346
Franchise Revenue - ATCO Gas	98,413	505,700	505,700	0	96,613	437,428
Franchise Revenue - Fortis	26,787	149,000	149,000	0	23,583	148,565
Government Sales		332,150	332,150	0	323,745	295,736
Operating Government Grants	219,172	1,163,662	1,177,662	(14,000)	163,266	1,314,895
Capital Government Grants		3,120,000	3,120,000	0	980,662	3,600,543
Other Capital Revenue	5,275			0	7,033	29,650
Gain on Sale of Capital Assets				0		845
TOTAL REVENUES	6,948,684	34,947,982	34,651,218	296,764	7,786,660	33,951,210
EXPENDITURES						
Wages	1,925,845	8,477,095	8,476,103	992	1,664,194	7,786,610
Wages - Per Diem	540	13,500	13,500	0	1,350	4,590
Benefits	456,412	1,745,142	1,746,134	(992)	382,903	1,494,177
Overtime	31,087	148,100	142,100	6,000	34,583	159,651
Recruitment Costs		6,000	6,000	0	764	1,269
Training/Conference & Travel	16,663	206,578	207,810	(1,232)	30,555	172,973
Memberships	20,538	34,667	34,694	(27)	22,591	27,600
Postage/Freight	7,281	28,814	28,865	(51)	8,101	25,319
Telephone	21,892	87,522	87,088	434	18,231	79,008
Advertising & Promotion	9,304	76,977	77,327	(350)	9,107	71,353
Printing & Binding	8,177	36,964	36,950	14	3,314	25,668
Subscriptions	2,030	12,103	12,160	(57)	2,917	7,600
Licenses & Permits	425	8,561	8,561	0	4,605	12,687
Rental Fees	52,407	712,260	712,260	0	55,024	709,516
Insurance Premiums/Claims	3,515	272,325	263,560	8,765	253,628	260,191
Bad Debt Expenses		1,000	1,000	0		
Cash Over/Short	30			0	1	(29)
Short Term Interest Charges	3,669	14,000	14,000	0	3,580	21,214
Other Initiatives	1,497	28,519	29,000	(481)	3,917	212,046
Donations Expended	990	400	400	400	2,504	32,819
Misc. Expense		42,213	42,213	0	1,670	59,727
Legal Fees	1,135	41,494	37,750	3,744	16,463	82,810
Professional Fees	30,508	127,075	127,100	(25)	13,847	132,356
Contracted Services	2,439,191	8,393,137	7,994,275	398,862	1,813,069	8,100,969
General Goods and Supplies	178,485	1,207,691	1,149,109	58,582	197,652	1,059,893
Utilities	242,005	1,158,550	1,158,850	(300)	240,937	1,227,518
Repair & Maintenance	45,473	191,050	191,050	0	34,149	351,840
Government/Agency Purchases	(7,000)	1,666,000	1,675,000	(9,000)		1,575,126
Grants	7,181	608,272	607,500	772	134,383	554,754
Debt Interest	1,797	343,000	343,000	0	1,987	425,480
Transfer to Local Agencies		96,775	96,775	0	96,750	96,750
Amortization Expense		5,284,290	5,284,290	0		4,194,628
Loss on Sale/Disposal of TCA				0	1,439	38,871
TOTAL EXPENDITURES	5,501,077	31,070,074	30,604,024	466,050	5,054,215	29,004,984
NET SURPLUS/(DEFICIT)	1,447,607	3,877,908	4,047,194	(169,286)	2,732,445	4,946,226
Internal Chargeback Revenue		3,156,900	3,156,900	0		3,003,300
Internal Chargeback Expenditures		3,156,900	3,156,900	0		3,003,300
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	1,447,607	3,877,908	4,047,194	(169,286)	2,732,445	4,946,226
Amortization		5,284,290	5,284,290	0		4,194,628
Restricted Surplus	(8,522)	9,163,457	9,331,484	(168,027)	1,001,200	9,140,852
Unrestricted Surplus	1,456,129	(1,259)	0	(1,259)	1,731,245	2

Town of Banff
Legislative
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Other Sales and Revenue		\$3,500	\$3,500	\$0		
TOTAL REVENUES	0	3,500	3,500	0	0	0
EXPENDITURES						
Wages	34,154	148,000	148,000	0	33,139	141,195
Wages - Per Diem	540	13,000	13,000	0	1,350	4,590
Benefits	5,228	23,607	23,607	0	4,624	23,244
Training/Conference & Travel	43	30,300	30,300	0	9,079	26,715
Memberships	12,360	12,624	12,624	0	11,312	11,312
Postage/Freight		100	100	0		
Telephone	291	1,800	1,800	0	326	1,390
Advertising & Promotion	275	600	600	0		140
Printing & Binding	(59)	400	400	0	11	84
Insurance Premiums/Claims	525	600	600	0	525	525
Other Initiatives	608	10,000	10,000	0	278	1,583
Legal Fees		1,000	1,000	0	1,008	1,194
Contracted Services		200	200	0		
General Goods and Supplies		1,000	1,000	0		133
Grants				0		1,000
TOTAL EXPENDITURES	53,965	243,231	243,231	0	61,652	213,105
NET SURPLUS/(DEFICIT)	(53,965)	(239,731)	(239,731)	0	(61,652)	(213,105)
NET SURPLUS/(DEFICIT)						
AFTER CHARGEBACKS	(53,965)	(239,731)	(239,731)	0	(61,652)	(213,105)
<i>Restricted Surplus</i>		<i>(4,900)</i>	<i>(4,900)</i>	<i>0</i>		<i>10,900</i>
<i>Unrestricted Surplus</i>	<i>(53,965)</i>	<i>(234,831)</i>	<i>(234,831)</i>	<i>0</i>	<i>(61,652)</i>	<i>(224,005)</i>

Town of Banff
General Government
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Municipal Tax Revenue *1		\$14,374,369	\$14,580,124	(\$205,755)		\$14,047,103
Interest *2	7,771	80,000	90,000	(10,000)	15,643	79,319
Penalties & Costs	20,220	75,000	70,000	5,000	15,849	69,948
Business Licenses	137,733	143,000	143,000	0	140,209	141,242
Other Sales and Revenue	9,353	33,000	33,000	0	6,854	48,266
Franchise Revenue - ATCO Gas	98,413	505,700	505,700	0	96,613	437,428
Franchise Revenue - Fortis	26,787	149,000	149,000	0	23,583	148,565
Operating Government Grants *3		155,000	170,000	(15,000)		166,878
Capital Government Grants		486,000	486,000	0		
TOTAL REVENUES	300,277	16,001,069	16,226,824	(225,755)	298,751	15,138,749
EXPENDITURES						
Wages	148,583	704,383	701,925	2,458	133,214	632,917
Benefits	35,791	128,241	126,993	1,248	28,916	102,068
Recruitment Costs		400	400	0		90
Training/Conference & Travel	2,058	17,516	20,500	(2,984)	2,006	14,849
Memberships	1,030	2,530	2,500	30	495	830
Postage/Freight		210	240	(30)	39	136
Telephone	1,245	5,678	5,500	178	952	5,020
Advertising & Promotion	3,685	24,700	24,700	0	4,356	24,778
Printing & Binding	113	2,841	2,750	91	92	839
Subscriptions		1,050	1,050	0		418
Rental Fees		550,000	550,000	0		550,000
Short Term Interest Charges	3,669	14,000	14,000	0	3,580	21,214
Other Initiatives	890	7,519	8,000	(481)	3,521	11,323
Misc. Expense		500	500	0	393	403
Legal Fees	454	750	750	0	500	868
Contracted Services	3,855	27,450	25,950	1,500	6,215	39,774
General Goods and Supplies		1,620	1,620	0	821	1,922
Grants		1,000	1,000	0		
Debenture Interest				0		40,131
Amortization Expense		130,068	130,068	0		70,604
TOTAL EXPENDITURES	201,373	1,620,456	1,618,446	2,010	185,100	1,518,184
NET SURPLUS/(DEFICIT)	98,904	14,380,613	14,608,378	(227,765)	113,651	13,620,565
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	98,904	14,380,613	14,608,378	(227,765)	113,651	13,620,565
Amortization		130,068	130,068	0		70,604
Restricted Surplus *1		3,450,445	3,656,200	(205,755)		2,959,903
Unrestricted Surplus	98,904	11,060,236	11,082,246	(22,010)	113,651	10,731,266

1. Municipal Tax Revenue is forecasted \$206K less than budget due to ASFF levy changes resulting in budget amendment. This is balanced by a reduction in the forecasted transfer to capital.
2. Interest is forecasted \$10K less than budget due to timing of capital projects causing the bank balance to go into an overdraft position prior to the receipt of property taxes.
3. Operating Government grants is forecasted \$15K below budget due to the reduction of the MSI operating grant from the provincial budget cuts.

Town of Banff
Corporate Services
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Tax Certificates	\$1,366	\$12,500	\$12,500	\$0	\$1,800	\$8,784
Other Sales and Revenue	190	500	500	0	340	448
Operating Government Grants				0		19,231
TOTAL REVENUES	1,556	13,000	13,000	0	2,140	28,463
EXPENDITURES						
Wages	162,582	726,137	721,330	4,807	157,976	661,935
Wages - Per Diem		500	500	0		
Benefits	42,121	159,572	160,391	(819)	38,899	139,340
Recruitment Costs				0	110	290
Training/Conference & Travel	1,122	28,300	28,300	0	4,114	23,387
Memberships	1,874	3,890	3,890	0	3,435	4,172
Postage/Freight	3,929	8,800	8,800	0	4,070	9,447
Telephone	3,537	11,320	11,320	0	2,695	10,409
Advertising & Promotion		700	700	0		528
Printing & Binding	1,438	6,100	6,100	0	971	6,119
Subscriptions	367	1,200	1,200	0	714	951
Insurance Premiums/Claims		90,825	85,000	5,825	80,939	81,014
Bad Debt Expenses		1,000	1,000	0		
Cash Over/Short	30			0	1	(29)
Other Initiatives		2,000	2,000	0	119	2,285
Legal Fees		12,500	12,500	0	1,868	6,575
Professional Fees	21,334	39,000	39,000	0		28,987
Contracted Services	86,939	229,600	229,600	0	83,654	218,313
General Goods and Supplies	10,122	95,000	95,000	0	21,016	71,277
Repair & Maintenance	1,634	11,000	11,000	0	3,179	5,115
Amortization Expense		6,943	6,943	0		9,540
TOTAL EXPENDITURES	337,029	1,434,387	1,424,574	9,813	403,760	1,279,655
NET SURPLUS/(DEFICIT)	(335,473)	(1,421,387)	(1,411,574)	(9,813)	(401,620)	(1,251,192)
Internal Chargeback Expenditures		213,700	213,700	0		206,200
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	(335,473)	(1,635,087)	(1,625,274)	(9,813)	(401,620)	(1,457,392)
Amortization		6,943	6,943	0		9,540
Restricted Surplus		(119,050)	(119,050)	0		(35,282)
Unrestricted Surplus	(335,473)	(1,509,094)	(1,499,281)	(9,813)	(401,620)	(1,412,570)

Town of Banff
Protective Services
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Sale of Goods & Services	\$7,334	\$69,500	\$69,500	\$0	\$8,467	\$66,173
Animal Licenses	27,910	28,000	26,000	2,000	24,155	26,488
Parking/Traffic Fines *1	107,240	515,000	480,000	35,000	94,553	527,478
Animal Control Fines	135	1,000	1,000	0	170	1,090
Other Permit Revenue	1,290	6,000	6,000	0		5,920
Other Sales and Revenue	2,683	16,250	10,250	6,000		12,584
Government Sales		332,150	332,150	0	323,745	295,736
Operating Government Grants		465,952	465,952	0		465,952
TOTAL REVENUES	146,592	1,433,852	1,390,852	43,000	451,090	1,401,421
EXPENDITURES						
Wages	254,506	1,170,554	1,171,050	(496)	235,126	1,075,515
Benefits	55,947	216,055	216,055	0	48,506	187,655
Overtime	5,286	9,000	3,000	6,000		5,298
Training/Conference & Travel	2,499	33,350	33,350	0	1,609	18,993
Memberships	795	1,800	1,800	0	1,290	1,891
Postage/Freight	210	1,800	1,800	0	282	1,948
Telephone	2,011	9,180	9,180	0	2,007	8,640
Advertising & Promotion	72	1,500	1,500	0		2,479
Printing & Binding	67	1,800	1,800	0	33	1,081
Licenses & Permits	425	5,400	5,400	0	2,655	5,034
Insurance Premiums/Claims	2,154	21,800	20,860	940	20,237	20,521
Misc. Expense				0	9	9
Legal Fees		8,000	8,000	0	1,292	9,351
Professional Fees		10,000	10,000	0	250	10,201
Contracted Services	11,554	37,275	37,275	0	12,076	31,564
General Goods and Supplies	6,359	51,940	51,300	640	9,726	43,468
Utilities	6,918	25,000	25,000	0	7,240	30,540
Repair & Maintenance	2,653	17,750	17,750	0	140	15,853
Government/Agency Purchases	(7,000)	1,666,000	1,675,000	(9,000)		1,575,126
Grants				0	5,000	5,000
Amortization Expense		106,746	106,746	0		99,358
Loss on Sale/Disposal of TCA				0		972
TOTAL EXPENDITURES	344,456	3,394,950	3,396,866	(1,916)	347,478	3,150,497
NET SURPLUS/(DEFICIT)	(197,864)	(1,961,098)	(2,006,014)	44,916	103,612	(1,749,076)
Internal Chargeback Expenditures		83,800	83,800	0		79,800
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	(197,864)	(2,044,898)	(2,089,814)	44,916	103,612	(1,828,876)
<i>Amortization</i>		<i>106,746</i>	<i>106,746</i>	<i>0</i>		<i>99,358</i>
<i>Restricted Surplus *1</i>		<i>605,050</i>	<i>570,050</i>	<i>35,000</i>		<i>614,169</i>
<i>Unrestricted Surplus</i>	<i>(197,864)</i>	<i>(2,543,202)</i>	<i>(2,553,118)</i>	<i>9,916</i>	<i>103,612</i>	<i>(2,343,687)</i>

1. Parking Traffic Fines is forecasted \$35K above budget due to actual revenues received YTD. This is completely offset by an increased transfer to capital of \$35K.

Town of Banff
Engineering Services
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Other Permit Revenue	\$1,265	\$25,000	\$25,000	\$0	\$1,181	\$33,994
TOTAL REVENUES	1,265	25,000	25,000	0	1,181	33,994
EXPENDITURES						
Wages	103,018	454,520	454,520	0	90,350	415,965
Benefits	23,793	96,953	96,953	0	21,019	78,948
Training/Conference & Travel	911	7,200	7,200	0	272	6,096
Memberships	337	1,600	1,600	0	1,143	1,967
Postage/Freight		200	200	0	33	93
Telephone	1,179	4,400	4,400	0	647	3,082
Advertising & Promotion		300	300	0		404
Printing & Binding	109	650	650	0	101	701
Subscriptions		400	400	0	271	271
Misc. Expense		1,000	1,000	0	119	740
Legal Fees		1,000	1,000	0		303
Professional Fees	914	5,000	5,000	0		25
Contracted Services		1,750	1,750	0	3,558	91,750
General Goods and Supplies	1,938	3,300	3,300	0	87	3,787
TOTAL EXPENDITURES	132,199	578,273	578,273	0	117,600	604,132
NET SURPLUS/(DEFICIT)	(130,934)	(553,273)	(553,273)	0	(116,419)	(570,138)
Internal Chargeback Expenditures		14,000	14,000	0		13,100
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	(130,934)	(567,273)	(567,273)	0	(116,419)	(583,238)
<i>Restricted Surplus</i>		<i>(58,000)</i>	<i>(58,000)</i>	<i>0</i>		<i>(127,500)</i>
<i>Unrestricted Surplus</i>	<i>(130,934)</i>	<i>(509,273)</i>	<i>(509,273)</i>	<i>0</i>	<i>(116,419)</i>	<i>(455,738)</i>

Town of Banff
Transit
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Sale of Goods & Services *1	\$13,773	\$56,000		\$56,000	\$72,185	\$123,676
Other Sales and Revenue	1,010	128,000	128,000	0	119,992	372,203
TOTAL REVENUES	14,783	184,000	128,000	56,000	192,177	495,879
EXPENDITURES						
Wages				0	7,190	37,279
Benefits				0	1,186	5,904
Overtime				0	286	6,441
Training/Conference & Travel				0		347
Postage/Freight				0	3	19
Advertising & Promotion				0	1,260	2,100
Printing & Binding				0	12	677
Rental Fees				0	63	188
Insurance Premiums/Claims		8,400	3,100	5,300	9,658	9,658
Other Initiatives				0		187,909
Professional Fees				0	2,695	4,470
Contracted Services	859,000	859,000	859,000	0	197,297	1,010,820
General Goods and Supplies *1		56,000		56,000	32,734	63,113
Repair & Maintenance				0	2,657	44,637
Debenture Interest		4,800	4,800	0		5,493
Amortization Expense		200,892	200,892	0		189,559
TOTAL EXPENDITURES	859,000	1,129,092	1,067,792	61,300	255,041	1,568,614
NET SURPLUS/(DEFICIT)	(844,217)	(945,092)	(939,792)	(5,300)	(62,864)	(1,072,735)
Internal Chargeback Expenditures		39,700	39,700	0		38,300
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	(844,217)	(984,792)	(979,492)	(5,300)	(62,864)	(1,111,035)
Amortization		200,892	200,892	0		189,559
Restricted Surplus		41,200	41,200	0		(156,402)
Unrestricted Surplus	(844,217)	(825,100)	(819,800)	(5,300)	(62,864)	(765,074)

1. Sale of Goods and Services is forecasted \$56K above budget due to sales of transit passes. This is completely offset by purchases of transit passes which are coded to the general goods and supplies expense line.

Town of Banff
Operations
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Sale of Goods & Services	\$6,743	\$190,000	\$190,000	\$0	\$1,042	\$8,223
Consumption Charges	336,718	1,610,000	1,610,000	0	281,532	1,185,469
Recycling Revenue	4,532	120,000	120,000	0	22,667	122,548
Garbage Collection Fees	9,383	455,172	455,172	0	117,710	457,585
Developers Levies		25,000	25,000	0	2,100	8,400
Other Sales and Revenue	420	58,700	55,200	3,500	6,271	31,594
Operating Government Grants		5,000	5,000	0		24,040
Capital Government Grants		534,000	534,000	0	494,640	532,246
Gain on Sale of Capital Assets				0		845
TOTAL REVENUES	357,796	2,997,872	2,994,372	3,500	925,962	2,370,950
EXPENDITURES						
Wages *1	567,101	2,849,504	2,862,708	(13,204)	512,995	2,459,046
Benefits	142,527	596,068	597,489	(1,421)	122,051	491,116
Overtime	17,351	85,600	85,600	0	18,103	96,899
Recruitment Costs		2,000	2,000	0		
Training/Conference & Travel	5,025	40,141	39,850	291	2,731	22,390
Memberships	918	4,955	4,955	0	1,826	2,081
Postage/Freight	1,293	10,000	10,000	0	1,960	8,705
Telephone	5,228	22,909	22,818	91	4,431	19,141
Advertising & Promotion	1,077	6,300	6,300	0		5,577
Printing & Binding	558	3,600	3,600	0	559	2,727
Subscriptions		250	250	0		35
Licenses & Permits		2,521	2,521	0	1,544	1,544
Rental Fees		500	500	0		235
Insurance Premiums/Claims		33,650	32,000	1,650	27,946	34,113
Other Initiatives		4,000	4,000	0		3,503
Misc. Expense		5,000	5,000	0	420	3,691
Legal Fees		3,500	3,500	0	2,994	6,135
Contracted Services	98,355	1,121,924	1,125,000	(3,076)	165,784	1,097,941
General Goods and Supplies	116,787	620,943	621,295	(352)	99,451	621,522
Utilities	77,012	376,800	377,100	(300)	80,503	362,518
Repair & Maintenance	41,186	147,000	147,000	0	28,173	137,723
Debenture Interest		200	200	0		159
Transfer to Local Agencies		96,775	96,775	0	96,750	96,750
Amortization Expense		1,681,740	1,681,740	0		1,068,438
Loss on Sale/Disposal of TCA				0	1,439	32,821
TOTAL EXPENDITURES	1,074,418	7,715,880	7,732,201	(16,321)	1,169,660	6,574,810
NET SURPLUS/(DEFICIT)	(716,622)	(4,718,008)	(4,737,829)	19,821	(243,698)	(4,203,860)
Internal Chargeback Revenue		3,156,900	3,156,900	0		3,003,300
Internal Chargeback Expenditures		1,299,900	1,299,900	0		1,233,200
NET SURPLUS/(DEFICIT)						
AFTER CHARGEBACKS	(716,622)	(2,861,008)	(2,880,829)	19,821	(243,698)	(2,433,760)
Amortization		1,681,740	1,681,740	0		1,068,438
Restricted Surplus		1,055,100	1,051,600	3,500	495,301	1,047,265
Unrestricted Surplus	(716,622)	(2,234,368)	(2,250,689)	16,321	(738,999)	(2,412,587)

1. Wages are forecasted \$13K below budget due to timing of hires (\$8.7K fleet, \$4.6K facilities).

Town of Banff
Utilities
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Sale of Goods & Services	\$71	\$1,100	\$1,100	\$0	\$4,297	\$9,782
Penalties & Costs	3,221	15,500	15,500	0	930	9,938
Consumption Charges	1,245,430	5,660,000	5,660,000	0	1,114,393	5,344,532
Other Sales and Revenue				0		6,386
Capital Government Grants				0	486,022	972,044
TOTAL REVENUES	1,248,722	5,676,600	5,676,600	0	1,605,642	6,342,682
EXPENDITURES						
Wages	96,887	423,587	423,587	0	52,616	330,925
Benefits	21,093	94,467	94,467	0	12,667	70,083
Overtime	5,022	35,500	35,500	0	10,009	30,144
Recruitment Costs		500	500	0	212	212
Training/Conference & Travel	502	15,500	15,500	0	1,095	10,809
Memberships	120	1,400	1,400	0	393	945
Postage/Freight	604	2,000	2,000	0	823	2,557
Telephone	2,672	11,800	11,800	0	2,347	10,099
Printing & Binding				0		459
Licenses & Permits		390	390	0	338	5,941
Insurance Premiums/Claims		67,450	68,000	(550)	60,392	60,397
Misc. Expense				0		61
Legal Fees	437	5,000	5,000	0		5,613
Professional Fees		14,000	14,000	0	1,390	19,452
Contracted Services	292,806	1,629,900	1,629,900	0	331,427	1,672,269
General Goods and Supplies	14,769	202,700	202,700	0	14,933	105,272
Utilities	108,955	541,750	541,750	0	103,083	585,734
Repair & Maintenance				0		148,512
Amortization Expense		2,248,758	2,248,758	0		1,939,067
TOTAL EXPENDITURES	543,867	5,294,702	5,295,252	(550)	591,725	4,998,551
NET SURPLUS/(DEFICIT)	704,855	381,898	381,348	550	1,013,917	1,344,131
Internal Chargeback Expenditures		320,100	320,100	0		302,700
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	704,855	61,798	61,248	550	1,013,917	1,041,431
<i>Amortization</i>		<i>2,248,758</i>	<i>2,248,758</i>	<i>0</i>		<i>1,939,067</i>
<i>Restricted Surplus</i>		<i>2,272,796</i>	<i>2,272,796</i>	<i>0</i>	<i>486,022</i>	<i>3,029,621</i>
<i>Unrestricted Surplus</i>	<i>704,855</i>	<i>37,760</i>	<i>37,210</i>	<i>550</i>	<i>527,895</i>	<i>(49,123)</i>

Town of Banff
Planning & Development
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Sale of Goods & Services		\$375	\$400	(\$25)		\$45
Subdivision Processing Fees		8,000	8,000	0		7,083
Building Permits	33,626	108,626	100,000	8,626	3,108	94,866
Development Permits	9,664	39,664	40,000	(336)	3,885	77,489
Compliance Certificates	300	7,800	3,000	4,800	1,875	4,065
Developers Levies		60,000	60,000	0	14,830	41,828
Other Permit Revenue	7,325	11,325	8,000	3,325	2,700	10,000
Other Sales and Revenue	150	1,000	1,100	(100)	1,000	10,938
Other Capital Revenue				0		7,500
TOTAL REVENUES	51,065	236,790	220,500	16,290	27,398	253,814
EXPENDITURES						
Wages	97,003	423,964	423,964	0	94,823	410,788
Benefits	24,648	81,936	81,936	0	22,093	75,249
Training/Conference & Travel	986	8,963	9,300	(337)	2,167	7,660
Memberships	1,693	2,993	3,050	(57)	1,957	2,826
Postage/Freight	979	2,579	2,625	(46)	553	1,229
Telephone	1,340	3,065	2,900	165	622	3,127
Advertising & Promotion	500	4,600	4,950	(350)	595	3,984
Printing & Binding	3,363	6,063	6,100	(37)	180	1,855
Subscriptions	146	593	650	(57)	213	238
Insurance Premiums/Claims	836			0	803	803
Misc. Expense				0	196	433
Legal Fees	244	9,744	6,000	3,744	8,800	51,724
Professional Fees		975	1,000	(25)		564
Contracted Services	5,658	36,658	35,500	1,158	1,134	29,789
General Goods and Supplies	12	2,712	3,500	(788)	139	2,402
Grants		30,000	30,000	0		1,401
TOTAL EXPENDITURES	137,408	614,845	611,475	3,370	134,275	594,072
NET SURPLUS/(DEFICIT)	(86,343)	(378,055)	(390,975)	12,920	(106,877)	(340,258)
Internal Chargeback Expenditures		2,200	2,200	0		2,000
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	(86,343)	(380,255)	(393,175)	12,920	(106,877)	(342,258)
<i>Restricted Surplus</i>		<i>59,350</i>	<i>59,350</i>	<i>0</i>	<i>14,830</i>	<i>56,427</i>
<i>Unrestricted Surplus</i>	<i>(86,343)</i>	<i>(439,605)</i>	<i>(452,525)</i>	<i>12,920</i>	<i>(121,707)</i>	<i>(398,685)</i>

Town of Banff
Environment
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Other Sales and Revenue	\$233	\$500	\$500	\$0	\$44	\$237
TOTAL REVENUES	233	500	500	0	44	237
EXPENDITURES						
Wages	19,467	84,361	84,361	0	4,758	60,447
Benefits	4,980	16,958	16,958	0	1,064	14,918
Training/Conference & Travel	1,548	3,798	3,750	48		2,385
Memberships	468			0		
Postage/Freight		225	200	25		127
Telephone	65	300	300	0	41	323
Advertising & Promotion		3,000	3,000	0		1,867
Printing & Binding	10	460	500	(40)		116
Subscriptions		600	600	0		
Professional Fees				0		15,946
Contracted Services	1,280	19,280	20,000	(720)	1,530	9,123
General Goods and Supplies	32	982	1,000	(18)		300
Grants	3,772	15,772	15,000	772	4,130	19,723
TOTAL EXPENDITURES	31,622	145,736	145,669	67	11,523	125,275
NET SURPLUS/(DEFICIT)	(31,389)	(145,236)	(145,169)	(67)	(11,479)	(125,038)
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	(31,389)	(145,236)	(145,169)	(67)	(11,479)	(125,038)
<i>Restricted Surplus</i>		<i>(14,922)</i>	<i>(14,150)</i>	<i>(772)</i>		<i>(34,818)</i>
<i>Unrestricted Surplus</i>	<i>(31,389)</i>	<i>(130,314)</i>	<i>(131,019)</i>	<i>705</i>	<i>(11,479)</i>	<i>(90,220)</i>

Town of Banff
Family and Community Support Services
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Sale of Goods & Services		\$1,200	\$1,200	\$0		\$1,584
Donations/Gifts *1	25,824	38,900	23,000	15,900	24,652	32,313
Program Fees	5,900	22,000	22,000	0	6,609	13,621
Other Sales and Revenue	808	600	600	0	6,500	23,460
Operating Government Grants	193,408	484,949	483,949	1,000	160,021	561,441
TOTAL REVENUES	225,940	547,649	530,749	16,900	197,782	632,419
EXPENDITURES						
Wages	148,987	575,243	575,243	0	152,646	634,602
Benefits	33,581	125,558	125,558	0	37,870	123,646
Overtime				0		19
Recruitment Costs		200	200	0		
Training/Conference & Travel	1,173	16,910	16,910	0	4,548	23,211
Memberships	465	950	950	0	507	740
Postage/Freight	64	300	300	0	122	372
Telephone	1,606	4,320	4,320	0	1,398	6,562
Advertising & Promotion	1,852	8,197	8,197	0	470	6,634
Printing & Binding	2,266	4,000	4,000	0	1,218	4,869
Subscriptions		1,100	1,100	0		184
Rental Fees	715	4,500	4,500	0	2,711	2,776
Other Initiatives		5,000	5,000	0		5,443
Donations Expended	990	400		400	2,504	32,819
Misc. Expense		35,713	35,713	0	352	1,672
Professional Fees		1,100	1,100	0		417
Contracted Services	9,602	27,000	27,000	0	8,431	15,307
General Goods and Supplies	21,506	48,898	48,898	0	6,309	45,659
Repair & Maintenance		300	300	0		
Grants		6,000	6,000	0	28,495	44,645
Amortization Expense		13,257	13,257	0		11,252
Loss on Sale/Disposal of TCA				0		2,259
TOTAL EXPENDITURES	222,807	878,946	878,546	400	247,581	963,088
NET SURPLUS/(DEFICIT)	3,133	(331,297)	(347,797)	16,500	(49,799)	(330,669)
Internal Chargeback Expenditures		79,000	79,000	0		75,600
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	3,133	(410,297)	(426,797)	16,500	(49,799)	(406,269)
<i>Amortization</i>		<i>13,257</i>	<i>13,257</i>	<i>0</i>		<i>11,252</i>
<i>Restricted Surplus</i>		<i>29,138</i>	<i>29,138</i>	<i>0</i>		<i>26,291</i>
<i>Unrestricted Surplus</i>	<i>3,133</i>	<i>(426,178)</i>	<i>(442,678)</i>	<i>16,500</i>	<i>(49,799)</i>	<i>(421,308)</i>

1. Donations & Gifts are forecasted \$16K over budget due to carryforward donations from 2012

Town of Banff
Recreation and Culture
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Sale of Goods & Services	\$9,907	\$40,700	\$40,700	\$0	\$13,277	\$41,390
Donations/Gifts	2,000	8,500	8,500	0	500	5,722
Rental *1	3,522	55,290	65,300	(10,010)	5,972	45,993
Penalties & Costs	2,567	4,600	4,400	200		1,312
Ice Rentals	156,400	493,100	493,100	0	158,318	419,100
Program Fees	23,535	67,000	67,000	0	23,886	60,552
Membership Fees		3,500	3,500	0		810
Curling Ice Rentals	28,482	58,500	58,500	0	31,184	48,300
Room Rentals	1,784	23,499	23,500	(1)	779	43,507
Site Use Fees	(97)	8,100	8,100	0		3,181
Ball Diamond Rentals	(177)	13,800	13,800	0		9,856
Summer Fun Registrations		100,000	100,000	0		110,684
Kids Kampus Fees	11,164	20,500	20,500	0	11,583	17,311
After School Club Revenue	20,709	112,000	112,000	0	17,556	64,726
Drop-in Fees	1,831	8,000	8,000	0	3,227	9,463
Other Permit Revenue	890	23,000	23,000	0	295	24,432
Other Sales and Revenue	1,309	11,200	11,200	0	2,101	15,114
Operating Government Grants	25,764	52,761	52,761	0	3,245	77,353
Capital Government Grants		2,100,000	2,100,000	0		2,096,253
Other Capital Revenue	5,275			0	7,033	21,100
TOTAL REVENUES	294,865	3,204,050	3,213,861	(9,811)	278,956	3,116,159
EXPENDITURES						
Wages	213,931	1,039,414	1,039,414	0	189,360	925,996
Benefits	50,047	205,727	205,727	0	44,008	182,007
Overtime	3,154	18,000	18,000	0	6,185	20,851
Recruitment Costs		2,900	2,900	0	442	677
Training/Conference & Travel	798	24,600	22,850	1,750	2,934	16,131
Memberships	478	1,925	1,925	0	233	835
Postage/Freight	202	2,600	2,600	0	215	686
Telephone	2,717	12,750	12,750	0	2,764	11,215
Advertising & Promotion	1,843	26,580	26,580	0	2,426	22,863
Printing & Binding	313	11,050	11,050	0	137	6,141
Subscriptions	1,517	6,910	6,910	0	1,719	5,503
Licenses & Permits		250	250	0	68	168
Rental Fees	21,850	37,900	37,900	0	22,410	36,954
Insurance Premiums/Claims		49,600	54,000	(4,400)	53,129	53,160
Misc. Expense				0	181	52,676
Legal Fees				0		1,048
Professional Fees	8,260	57,000	57,000	0	9,511	52,293
Contracted Services	18,642	191,100	191,100	0	13,825	151,399
General Goods and Supplies	6,961	122,596	119,496	3,100	12,436	101,037
Utilities	49,120	215,000	215,000	0	50,111	248,678
Grants	450			0	200	54,783
Debtore Interest		328,000	328,000	0		365,252
Amortization Expense		841,678	841,678	0		759,543
Loss on Sale/Disposal of TCA				0		75
TOTAL EXPENDITURES	380,283	3,195,580	3,195,130	450	412,294	3,069,971
NET SURPLUS/(DEFICIT)	(85,418)	8,470	18,731	(10,261)	(133,338)	46,188
Internal Chargeback Expenditures		784,500	784,500	0		746,600
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	(85,418)	(776,030)	(765,769)	(10,261)	(133,338)	(700,412)
Amortization		841,678	841,678	0		759,543
Restricted Surplus	(6,725)	1,772,050	1,772,050	0	7,033	1,696,272
Unrestricted Surplus	(78,693)	(1,706,402)	(1,696,141)	(10,261)	(140,371)	(1,637,141)

1. Rental Revenue is forecasted \$10K below budget due to a reduction in expected concession commission revenue based on YTD figures.

Town of Banff
Other Functions
For the Three Months Ending March 31, 2013

Description	Actual YTD 2013	Q1 Forecast 2013	Budget 2013	Forecast vs. Budget	2012 YTD	Actual Final 2012
REVENUES						
Sale of Goods & Services		\$20,000	\$20,000	\$0		\$13,537
Rental	92,129	400,600	403,960	(3,360)	83,099	399,674
Business Licenses *1	4,212,243	4,200,000	3,800,000	400,000	3,721,511	3,718,066
Other Sales and Revenue	1,220	3,500	3,500	0	927	4,118
Other Capital Revenue				0		1,050
TOTAL REVENUES	4,305,592	4,624,100	4,227,460	396,640	3,805,537	4,136,445
EXPENDITURES						
Wages	79,626	(122,573)	(130,000)	7,427		
Benefits	16,654			0		
Overtime	274			0		
Training/Conference & Travel		(20,000)	(20,000)	0		
Advertising & Promotion		500	500	0		
Rental Fees	29,841	119,360	119,360	0	29,841	119,364
Misc. Expense				0		43
Contracted Services *1	1,051,500	4,212,000	3,812,000	400,000	988,139	3,732,920
Utilities				0		47
Repair & Maintenance		15,000	15,000	0		
Grants	2,959	555,500	555,500	0	96,558	428,203
Debenture Interest	1,797	10,000	10,000	0	1,987	14,445
Amortization Expense		54,208	54,208	0		47,267
Loss on Sale/Disposal of TCA				0		2,745
TOTAL EXPENDITURES	1,182,651	4,823,995	4,416,568	407,427	1,116,525	4,345,034
NET SURPLUS/(DEFICIT)	3,122,941	(199,895)	(189,108)	(10,787)	2,689,012	(208,589)
Internal Chargeback Expenditures		320,000	320,000	0		305,800
NET SURPLUS/(DEFICIT) AFTER CHARGEBACKS	3,122,941	(519,895)	(509,108)	(10,787)	2,689,012	(514,389)
<i>Amortization</i>		<i>54,208</i>	<i>54,208</i>	<i>0</i>		<i>47,267</i>
<i>Restricted Surplus</i>	<i>(1,797)</i>	<i>75,200</i>	<i>75,200</i>	<i>0</i>	<i>(1,987)</i>	<i>54,007</i>
<i>Unrestricted Surplus</i>	<i>3,124,738</i>	<i>(540,887)</i>	<i>(530,100)</i>	<i>(10,787)</i>	<i>2,690,999</i>	<i>(521,129)</i>

1. Business Licence Revenue is forecasted \$400K above budget due to year to date actuals. This is completely offset by increased forecast of payments to BLLT.