



St. Stephen Town Council to be held on Monday, November 23rd, 2020, at 5:00pm in the Moosehead Room at the Garcelon Civic Center, 22 Budd Avenue, St. Stephen, New Brunswick.

DUE TO COVID RESTRICTIONS NO MEMBERS OF THE PUBLIC WILL BE PERMITTED TO BE IN ATTENDANCE AT THE MEETING LOCATION. PUBLIC PARTICIPATION WILL BE AVAILABLE VIA A LIVE FEED ON THE TOWN OF ST. STEPHEN'S FACEBOOK PAGE.

SPECIAL COUNCIL AGENDA

A. CALL TO ORDER

B. MOMENT OF REFLECTION

C. ADDITION OF LATE ITEMS

D. ADOPTION OF AGENDA

That the Agenda for the Special Council Meeting of November 23rd be approved.

E. MAYOR'S COMMENTS/PROCLAMATIONS

F. DISCLOSURE OF INTEREST

G. PUBLIC AND/OR STATUTORY HEARINGS

H. ADOPTION OF MINUTES

N/A

I. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

N/A

J. CORRESPONDENCE

Requiring Action:

For Information:

K. BYLAWS, PERMITS, AND POLICIES

Bylaws for First and/or Second Reading:

N/A

Bylaws for Third and Final Reading:

N/A

L. NEW BUSINESS

Departmental Information Reports

NONE

Request for Decisions:

a. APPROVAL OF THE 2021 GENERAL OPERATING FUND BUDGET

THAT the sum of \$9,470,790 (nine million, four hundred and seventy thousand, seven hundred and ninety dollars) be the total operating budget of the local government, that the sum of \$5,523,832 (five million, five hundred and twenty three thousand, eight hundred and thirty two dollars) be the Warrant of the local government for the ensuing year, and that the tax rate for the local government be \$1.5800 (one dollar and fifty-eight cents).

The Council orders and directs the levying by the Minister of Environment and Local Government of said amount on real property liable to taxation under the *Assessment Act* within the local government of St. Stephen.

b. APPROVAL OF THE 2021 UTILITY OPERATING FUND BUDGET

THAT pursuant to subsection 117(4) of the *Local Governance Act*, the total budget for the St. Stephen utility for the ensuing year would consist of total revenues of \$2,389,800 (two million, three hundred and eighty-nine thousand, eight hundred dollars), and total expenditures of \$2,389,800 (two million, three hundred and eighty-nine thousand, eight hundred dollars).

M. QUESTION PERIOD

- Town Clerk will monitor the Facebook Live feed for any questions pertaining to items on the agenda.

N. MAYOR AND COUNCILLOR ITEMS

NONE

O. NOTICE OF CLOSED MEETING

ONLY IF DEEMED NECESSARY

That Council revert to a Closed Session pursuant to the Local Governance Act, as the subject matter being discussed relates to section 68(1):

b) personal information as defined in the Right to Information and Protection of Privacy Act; and/or

P. RECONVENE TO REGULAR MEETING

Q. ADJOURNMENT

That the meeting be adjourned at ____pm.



GENERAL OPERATING FUND BUDGET
2021

TABLE OF CONTENTS

MESSAGE FROM THE MAYOR.....	Pg. 3
MESSAGE FROM THE CHIEF ADMINISTRATIVE OFFICER.....	Pg. 4
BUDGET HIGHLIGHTS.....	Pg. 5
BUDGET SUMMARY.....	Pg. 6
REVENUES	
TAXES.....	Pg. 8
SERVICES PROVIDED TO OTHER GOVERNMENTS.....	Pg. 8
SALE OF SERVICES.....	Pg. 9
OWN SOURCE REVENUE.....	Pg. 11
GRANTS AND TRANSFERS.....	Pg. 13
EXPENDITURES	
GOVERNMENT SERVICES.....	Pg. 15
POLICING.....	Pg. 18
FIRE.....	Pg. 19
OTHER PROTECTIVE SERVICES.....	Pg. 21
TRANSPORTATION SERVICES.....	Pg. 22
AIRPORT OPERATIONS.....	Pg. 24
WASTE MANAGEMENT.....	Pg. 25
DEVELOPMENT SERVICES.....	Pg. 26
PARKS.....	Pg. 28
WT BOOTH POOL.....	Pg. 29
COMMUNITY SERVICES FACILITIES.....	Pg. 30
ST. CROIX PUBLIC LIBRARY.....	Pg. 34
FISCAL SERVICES.....	Pg. 35





MESSAGE FROM THE MAYOR

The arrival of the COVID-19 virus in 2020 created numerous challenges in our community. Our team at the Town of St. Stephen worked tirelessly to manage these challenges in the best possible way while maintaining services to our citizens and managing financial shortfalls. I am very proud of the accomplishments of our Council and staff during these difficult times.

Unfortunately, the changing of the calendar from 2020 to 2021 will not release us from COVID related restrictions and the impacts they have on our services and operations. In the following pages you will find details of how the Town of St. Stephen will efficiently and responsibly approach the delivery of services in 2021.

On behalf of Town Council, I would like to express our gratitude to the members of the municipal staff who have worked very hard to prepare the budget(s). I know it was not an easy task to balance the needs, wants, and fiscal realities for the coming year.

Finally, I would like to recognize that 2021 represents our 150th anniversary as a Town. I look forward to celebrating this milestone along with our citizens. Over the last 150 years our community has faced countless challenges and overcame them. Which is why I am confident that we will continue to thrive regardless of what the future may bring.

MESSAGE FROM THE CHIEF ADMINISTRATIVE OFFICER

On behalf of the administrative team for the Town of St. Stephen, I am pleased to present the estimates of revenue and expenditures for the 2021 year. In preparing this budget staff was required to develop a budget that anticipated the various implications of operational restrictions and costs related to an operational environment subject to restrictions imposed by the COVID-19 pandemic. The estimates contained within this budget assume that the COVID restrictions will remain in place for the duration of the 2021 budget year.

In 2021 the Town of St. Stephen will be celebrating its 150th anniversary. This remarkable achievement is worthy of celebration. As such this budget contains funding to support various events throughout the calendar year. What these events are, and how they will be conducted will largely be driven by Public Health guidance to control the pandemic, but our team will make sure that celebrations proceed in a manner that prioritizes public safety.

2021 will also see the conduct of municipal elections. This, in conjunction with our newly adopted Municipal Plan make this the perfect time to undertake a strategic planning initiative. This project will result in the adoption of a multi-year plan to deliver key initiatives to move the community forward.

On behalf of all staff, I would like to take this opportunity to thank the members of Council for your leadership through your unexpectedly lengthened term of office. You have contributed greatly to advancing the Town of St. Stephen.



BUDGET HIGHLIGHTS



- No tax rate increase for the 9th consecutive year
- Continuation of the WT Booth under a “free public use” philosophy
- Funding allocated for Strategic Planning Initiative following the municipal election
- \$50,000 allocated to the celebrations of the Town’s 150th anniversary.
- Maintained an allocation of \$50,000 in the Community Grant Fund to assist Community Groups with their initiatives.
- Operational funding (\$18,000) for Vehicle Telematics System to enhance fleet management
- Funding allocated to participate in the development of Tourism strategy (\$5,000)
- Increase of \$12,000 to operational funding supplied to Future St. Stephen in support of their economic development work for the Community.
- Operation of the Garcelon Civic Center under the current COVID restrictions will result in an expected reduction of approximately \$272,000 in revenue compared to previous years.
- As a tactic to stabilize the tax rate for the 2021 year, this budget proposes drawing upon the General Operating Reserve in the amount of \$230,000. This is the same value that Council, upon the recommendation of the CAO, allocated to the General Operating Reserve in the 2020 General Operating Fund Budget.

BUDGET SUMMARY

Description	Budget 2020	Budget 2021	CHANGE (\$)	CHANGE (%)
Revenue				
Taxes	\$5,402,445	\$5,523,832	\$121,387	2.25%
Services provided to other governments	224,617	236,293	11,676	5.20%
Sale of services	736,230	400,400	-335,830	-45.61%
Other revenue from own source	220,570	197,455	-23,115	-10.48%
Unconditional Grants	1,608,894	1,466,987	-141,907	-8.82%
Conditional Transfers	4,200	4,200	0	0.00%
Other transfers	1,203,167	1,641,623	438,456	36.44%
Total Revenue	\$9,400,123	\$9,470,790	\$70,667	0.75%
Expenditures				
General government services	\$1,105,702	\$1,110,315	\$4,613	0.42%
Protective services	2,342,901	2,388,671	45,770	1.95%
Transportation services	2,154,100	2,269,423	115,323	5.36%
Environmental health services	230,320	289,063	58,743	25.50%
Environmental development services	353,382	476,700	123,318	34.90%
Recreation and cultural services	2,223,274	2,169,859	-53,415	-2.40%
Fiscal services	982,444	758,759	-223,685	-22.77%
Other services	8,000	8,000	0	0.00%
Total Expenditures	\$9,400,123	\$9,470,790	\$70,667	0.75%
Surplus (Deficit)	\$0	\$0	\$0	

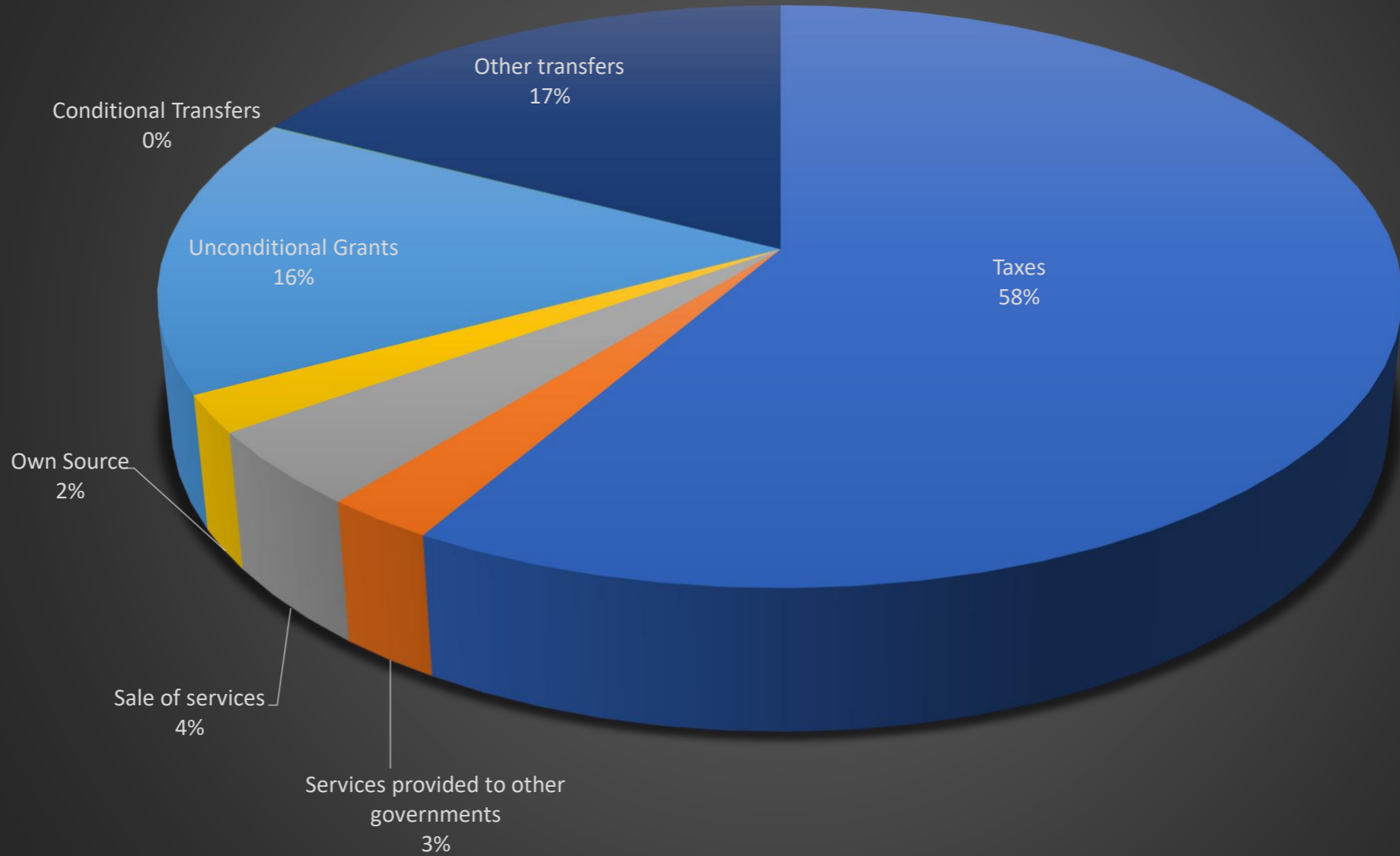
	YEAR 2020	YEAR 2021	\$ INCREASE	% INCREASE
WARRANT	\$5,402,445	\$5,523,832	\$121,387	2.25%
TAX BASE	\$341,926,900	\$349,609,600	\$7,682,700	2.25%
TAX RATE	\$1.5800	\$1.5800	\$0.0000	0.00%





REVENUE

REVENUE SOURCES IN 2021



	2020	2021	CHANGE (\$)	CHANGE (%)
Taxes	5,402,445	5,523,832	121,387	2.25%

Services provided to other governments

Fire Protection

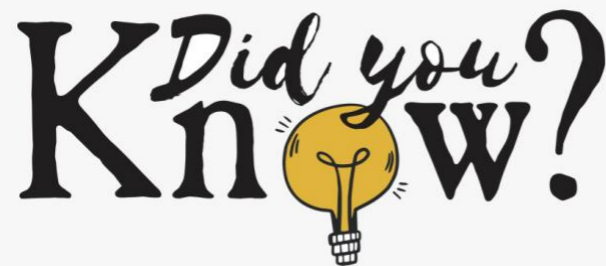
Rural Fire Service	151,837	163,513	11,676	7.69%
--------------------	---------	---------	--------	-------

Roads and Streets

Designated Highways	67,100	67,100	0	0.00%
Highway Markings	5,680	5,680	0	0.00%
Total Roads and Streets	72,780	72,780	0	0.00%

TOTAL SERVICES PROVIDED TO OTHER GOVERNMENTS

	224,617	236,293	11,676	5.20%
--	---------	---------	--------	-------



The Town of St. Stephen has not increased its Tax Rate since 2012.

SALE OF SERVICES	2020	2021	CHANGE (\$)	CHANGE (%)
Fire				
Fire Services-Extinguishers-HST	3,900	3,900	0	0.00%
Fire Services-Other	500	700	200	40.00%
Fire Services-Fire Dispatch Fees	34,790	15,000	-19,790	-56.88%
Fire Services-Other Dispatch Fees-HST	1,200	1,200	0	0.00%
Subtotal	40,390	20,800	-19,590	-48.50%
Roads and Streets				
Transport Services	100	100	0	0.00%



Revenue generated from Fire Dispatching services is expected to decline due to the requirement of LSD departments to transition to the dispatching from Saint John Public Safety Answering Point (SJPSAP). Additionally, it is expected that revenue generated from dispatching services will likely cease entirely in 2022 as the municipal governments transition as well.



SALE OF SERVICES (CONT'D)	2020	2021	CHANGE (\$)	CHANGE (%)
Recreation-Outside				
Outside Pool Revenue-HST	1,520	1,200	-320	-21.05%
Outside Pool Revenue-Non HST	150	100	-50	-33.33%
Outside Recreation Programs-HST	350	250	-100	-28.57%
Outside Recreation Programs-Non HST	180	150	-30	-16.67%
Playing Field User Fees	3,510	600	-2,910	-82.91%
Playing Field Agreement	40,000	0	-40,000	-100.00%
Subtotal	45,710	2,300	-43,410	-94.97%
Recreation-Civic Center				
Civic Center-Pool Revenue-HST	42,780	35,000	-7,780	-18.19%
Civic Center-Pool Revenue-Non HST	23,380	10,000	-13,380	-57.23%
Civic Center-Arena Revenue-HST	188,890	150,000	-38,890	-20.59%
Civic Center-Combined Pool/Arena/Fitness Area Rev.-HST	111,510	110,000	-1,510	-1.35%
Civic Center-Meeting/Conference Room Revenue-HST	48,200	36,000	-12,200	-25.31%
Civic Center-Lower Canteen Revenue-HST	46,360	10,000	-36,360	-78.43%
Civic Center-Upper Canteen Revenue-HST	69,360	15,000	-54,360	-78.37%
Civic Center-Other Facility Revenue-HST	5,270	1,000	-4,270	-81.02%
Civic Center-Special Events-Non HST	38,750	100	-38,650	-99.74%
Civic Center-Special Events - HST	38,750	100	-38,650	-99.74%
Civic Center-Promotional-HST	36,780	10,000	-26,780	-72.81%
Subtotal	650,030	377,200	-272,830	-41.97%
Total Sale of Services	736,230	400,400	-335,830	-45.61%



COVID-19 has significantly impacted the ability for the Garcelon Civic Center to generate revenue. Assuming the current restrictions remain in place, it is expected that the facility will generate over \$272,000 less revenue in 2021 than would be expected during a “normal” operational year.

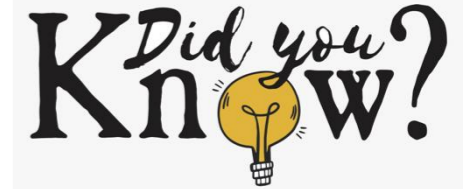


OTHER REVENUE FROM OWN SOURCE	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Animal Licenses</i>				
Animal License	625	200	-425	-68.00%
<i>Construction Permits</i>				
Building Permits	15,000	15,000	0	0.00%
<i>Other Permits and Licenses</i>				
Business Sign/ Permit	500	500	0	0.00%
Taxi License	250	100	-150	-60.00%
subtotal	750	600	-150	-20.00%
<i>Fines</i>				
Municipal Fines	500	500	0	0.00%



OWN SOURCE REVENUE (CONT'D)	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Building Rentals</i>				
Land Rentals-HST	875	875	0	0.00%
Northampton Brewing Building Lease-HST	46,000	46,000	0	0.00%
RCMP Building Lease-HST	117,800	118,680	880	0.75%
120 Milltown Blvd. Office Space Agreement-HST	15,000	0	-15,000	-100.00%
Subtotal	179,675	165,555	-14,120	-7.86%
<i>Return on Investment</i>				
Bank Interest	22,020	15,000	-7,020	-31.88%
<i>Miscellaneous</i>				
Sale of Materials-HST	100	100	0	0.00%
Sale of Equipment	100	100	0	0.00%
Contributions-HST	100	100	0	0.00%
Contributions-Non HST	100	100	0	0.00%
Contributions-Community Events	1,500	100	-1,400	-93.33%
Miscellaneous Copies	100	100	0	0.00%
Subtotal	2,000	600	-1,400	-70.00%
Total Other Revenue From Own Source	220,570	197,455	-23,115	-10.48%

GRANTS AND TRANSFERS	2020	2021	CHANGE (\$)	CHANGE (%)
Unconditional Grants				
Community Funding and Equalization Grant	1,608,894	1,466,987	-141,907	-8.82%
Conditional Transfers				
Fed/Prov Funding Outside Recreation	4,000	4,000	0	0.00%
Fed/Prov Funding Civic Center Employment	100	100	0	0.00%
Fed/Prov Funding Civic Center Programs	100	100	0	0.00%
Total Conditional Transfers	4,200	4,200	0	0.00%
Other Transfers				
Surplus of second previous year	280,156	466,658	186,502	66.57%
Operating Reserve Fund	0	230,000	230,000	0.00%
Administrative Management				
Water and Sewerage Share of Charges	923,011	944,965	21,954	2.38%
Payment In Lieu of Tax	0	0	0	0.00%
Total Other Transfers	1,203,167	1,641,623	438,456	36.44%
Total Revenue	9,400,123	9,470,790	70,667	0.75%

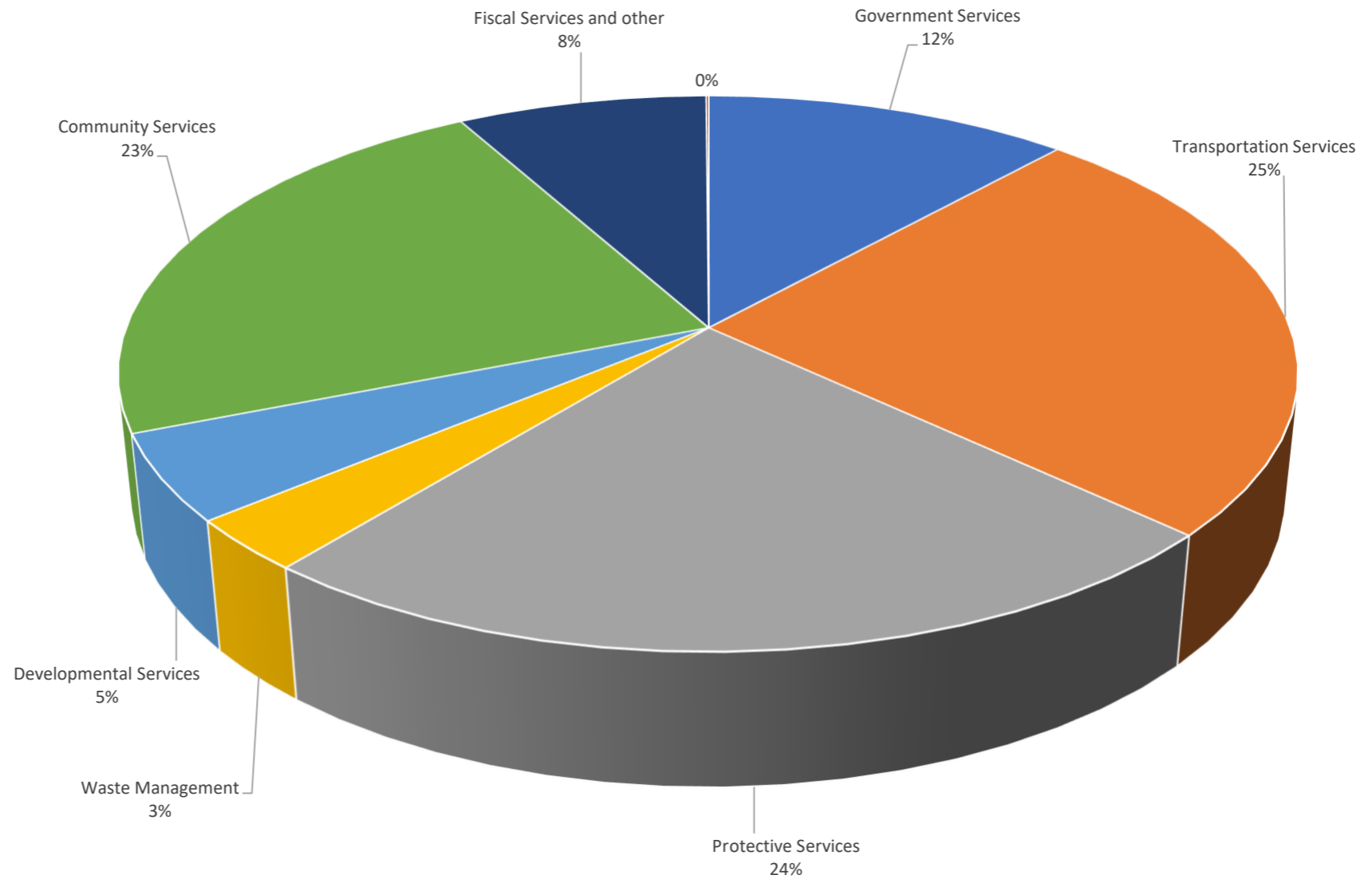


In the 2020 General Operating Fund Budget Council set aside \$230,000 to be placed within the General Operating Reserve to serve as a “safety net” for unexpected situations and/or expenditures.

These funds will now be taken out of the reserve in order to offset the lost revenues associated with COVID-19 which otherwise would have resulted in a Tax Rate increase.

EXPENDITURES

EXPENDITURES BY SERVICE AREA





GOVERNMENT SERVICES	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Legislative-Mayor</i>				
Mayor Stipend	16,892	16,892	0	0.00%
Payroll Expenses	1,222	1,222	0	0.00%
Mayor Travel	1,500	1,500	0	0.00%
Subtotal	19,614	19,614	0	0.00%
<i>Legislative-Councillors</i>				
Councillor Stipend	52,221	52,221	0	0.00%
Payroll Expenses	3,243	3,243	0	0.00%
Councillor Travel	2,900	2,900	0	0.00%
Subtotal	58,364	58,364	0	0.00%
<i>Legislative-Other</i>				
Other Memberships	5,000	5,000	0	0.00%
Other Council	3,500	3,500	0	0.00%
Subtotal	8,500	8,500	0	0.00%



GOVERNMENT SERVICES (CONT'D)	2020	2021	CHANGE (\$)	CHANGE (%)
Administrative Staff				
Salary, Payroll Expenses and Benefits	268,406	223,138	-45,268	-16.87%
Travel/Training	10,000	10,000	0	0.00%
Memberships	1,050	900	-150	-14.29%
Subtotal	279,456	234,038	-45,418	-16.25%
Administrative Office Building				
Town Hall Property Taxes-34 Milltown Blvd	1,970	0	-1,970	-100.00%
Town Hall Property Taxes – GCC	0	7,300	7,300	0.00%
Town Hall Lease-73 Milltown Blvd	28,900	0	-28,900	-100.00%
Subtotal	30,870	7,300	-23,570	-76.35%
Administrative-Solicitor				
Solicitor	10,000	20,000	10,000	100.00%
Administrative Other				
Advertising-Regulatory	3,500	3,500	0	0.00%
Advertising-Promotion	5,000	3,000	-2,000	-40.00%
Copier Rental and Supplies	3,450	7,500	4,050	117.39%
Office Furniture and Supplies	14,030	20,000	5,970	42.55%
Telephone	14,600	36,000	21,400	146.58%
Office Computer Purchase	15,000	15,000	0	0.00%
Computer Goods	4,000	6,000	2,000	50.00%
Computer Service	12,300	12,300	0	0.00%
Special Projects-General Government Services	25,000	50,000	25,000	100.00%
Special Projects-Corporate Services	10,000	0	-10,000	-100.00%
Travel/Training	6,000	6,000	0	0.00%
Subtotal	112,880	159,300	46,420	41.12%

GOVERNMENT SERVICES (CONT'D)	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Financial Management Staff</i>				
Salary, Payroll Expenses and Benefits	348,166	350,269	2,103	0.60%
Travel/Training	6,000	6,000	0	0.00%
Membership	2,100	2,145	45	2.14%
<i>Financial Management-Audit</i>				
Audit	14,185	14,767	582	4.10%
<i>Common Services-Civic Relations</i>				
Civic Relations	5,000	5,000	0	0.00%
<i>Common Services-Training and Development</i>				
Training and Development-JHSC	3,000	3,000	0	0.00%
<i>Common Services-Cost of Assessment</i>				
Cost of Assessment	66,334	67,824	1,490	2.25%
<i>Regional Planning Services</i>				
Regional and Collaborative Services	11,549	15,796	4,247	36.77%
<i>Common Services-Conventions</i>				
Travel	2,000	2,000	0	0.00%
Registration	1,600	1,500	-100	-6.25%
<i>Common Services-Liability Insurance</i>				
Liability Insurance	76,084	84,898	8,814	11.58%
<i>Common Services-Grants</i>				
Community Grants Fund	50,000	50,000	0	0.00%

Total GOVERNMENT SERVICES	1,105,702	1,110,315	4,613	0.42%
----------------------------------	------------------	------------------	--------------	--------------

	2020	2021	CHANGE (\$)	CHANGE (%)
PROTECTIVE SERVICES—POLICING				
<i>RCMP</i>				
Police Contract	1,187,254	1,199,171	11,917	1.00%
Building Maintenance	5,000	5,000	0	0.00%
Building Cleaning Contract	12,000	12,000	0	0.00%
Building Electricity	11,920	11,920	0	0.00%
Property Taxes	6,540	6,600	60	0.92%
Total Police Services	1,222,714	1,234,691	11,977	0.98%





PROTECTIVE SERVICES—FIRE	2020	2021	CHANGE (\$)	CHANGE (%)
Fire Service				
Salary, Wages, Payroll Expenses and Benefits	669,743	701,033	31,290	4.67%
Travel	4,000	4,000	0	0.00%
Medical and First Aid	2,000	2,000	0	0.00%
Volunteer Fire Grant	9,210	9,210	0	0.00%
Volunteer Fire Fighters Retirement Gifts and Awards	2,500	2,500	0	0.00%
Special Events	2,500	2,500	0	0.00%
Clothing	6,500	6,500	0	0.00%
Dry Cleaning and Laundry	300	300	0	0.00%
Subtotal	696,753	728,043	31,290	4.49%

Fire Administration				
Membership	700	700	0	0.00%
Office Supplies	1,000	1,500	500	50.00%
General Advertising	2,000	2,000	0	0.00%
Computer Purchase and Supplies	2,000	2,000	0	0.00%
Fire Prevention Supplies	4,000	4,000	0	0.00%
Subtotal	9,700	10,200	500	5.15%



The St. Stephen Fire Department responds to approximately 200 calls for service each year.



PROTECTIVE SERVICES—FIRE (CONT'D)	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Fire Alarm System</i>				
Telephones	8,050	7,000	-1,050	-13.04%
Radio Maintenance	4,700	4,700	0	0.00%
Radio Licenses	1,650	1,650	0	0.00%
Equipment Replacement	5,000	4,000	-1,000	-20.00%
Subtotal	19,400	17,350	-2,050	-10.57%
<i>Fire Water Cost Transfer</i>				
Water Cost Transfer	125,000	125,000	0	0.00%
<i>Fire Training</i>				
Training Materials & Expenses	10,000	10,000	0	0.00%
Stipend for In House Training	10,000	10,000	0	0.00%
Subtotal	20,000	20,000	0	0.00%
<i>Fire Station and Buildings</i>				
Buildings Maintenance & Repair	8,000	8,000	0	0.00%
Electricity	10,000	10,000	0	0.00%
Heating Fuel	13,000	13,000	0	0.00%
Supplies	3,000	3,000	0	0.00%
Fire Extinguisher Supplies	3,500	3,500	0	0.00%
Subtotal	37,500	37,500	0	0.00%
<i>Fire Fighting Equipment</i>				
Vehicle Insurance	4,063	5,447	1,384	34.06%
Vehicle Repairs	12,000	12,000	0	0.00%
Equipment Maintenance	12,500	14,000	1,500	12.00%
Equipment Supplies/Purchase	40,000	40,000	0	0.00%
Subtotal	68,563	71,447	2,884	4.21%
Total Fire	976,916	1,009,540	32,624	3.34%



PROTECTIVE SERVICES—OTHER	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Bylaw Officer Services</i>				
Fees	38,000	38,000	0	0.00%
<i>Building Inspector Services</i>				
Fees	60,000	60,000	0	0.00%
Supplies	100	500	400	400.00%
	60,100	60,500	400	0.67%
<i>Animal and Pest Control</i>				
Animal Control Fees	8,050	8,100	50	0.62%
Travel	9,490	9,490	0	0.00%
Kennel Fees	500	520	20	4.00%
Licenses	250	300	50	20.00%
	18,290	18,410	120	0.66%
<i>Crosswalk Guards</i>				
Wages, Payroll Expenses and Benefits	25,881	26,530	649	2.51%
Clothing	1,000	1,000	0	0.00%
	26,881	27,530	649	2.41%
Total Other Protection	143,271	144,440	1,169	0.82%
TOTAL PROTECTIVE SERVICES	2,342,901	2,388,671	45,770	1.95%



TRANSPORTATION SERVICES--COMMON	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Common Services-Administration</i>				
Salary, Wages, Payroll Expenses and Benefits	1,395,419	1,450,610	55,191	3.96%
Training	1,000	1,000	0	0.00%
Clothing	4,000	4,000	0	0.00%
Vehicle Telematics System	0	18,000	18,000	0.00%
Subtotal	1,400,419	1,473,610	73,191	5.23%
<i>Common Services-General Equipment</i>				
Licenses	500	500	0	0.00%
Radios	2,500	2,500	0	0.00%
Vehicle Insurance	6,985	9,502	2,517	36.03%
Repairs	130,000	135,000	5,000	3.85%
Fuel	125,280	125,000	-280	-0.22%
Equipment Purchase	20,000	20,000	0	0.00%
Hired Equipment	8,000	25,000	17,000	212.50%
Street Sweeper	7,000	7,500	500	7.14%
Subtotal	300,265	325,002	24,737	8.24%
<i>Common Services-Workshop</i>				
Travel	300	300	0	0.00%
Telephone	3,640	3,900	260	7.14%
Building Repairs	5,000	6,000	1,000	20.00%
Electricity	8,940	8,940	0	0.00%
Heating Fuel	13,000	13,000	0	0.00%
Supplies	70,000	75,000	5,000	7.14%
Property Taxes	12,430	12,500	70	0.56%
Subtotal	113,310	119,640	6,330	5.59%



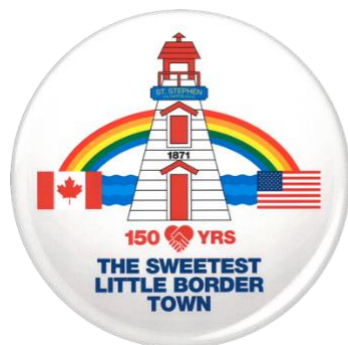
TRANSPORTATION SERVICES—ROADS	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Roads and Streets-Roadway Services</i>				
Sand & Gravel	15,000	16,000	1,000	6.67%
Asphalt	20,000	20,000	0	0.00%
Concrete	8,000	8,000	0	0.00%
Cold Patch	4,000	5,000	1,000	25.00%
Line Painting	23,000	24,000	1,000	4.35%
Subtotal	70,000	73,000	3,000	4.29%
<i>Roads and Streets-Storm Sewers</i>				
Storm Sewer Pipes	5,000	5,000	0	0.00%
<i>Roads and Streets-Snow and Ice Removal</i>				
Salt	90,000	91,000	1,000	1.11%
<i>Street Lighting</i>				
Electricity	130,000	135,000	5,000	3.85%
Repairs Decorative Street Lights	5,000	5,500	500	10.00%
Subtotal	135,000	140,500	5,500	4.07%
<i>Traffic Services-Street Signs</i>				
Street Signs, Poles, etc.	4,000	4,000	0	0.00%
<i>Traffic Services-Traffic Signals</i>				
Electricity	1,510	2,000	490	32.45%
Repairs	4,000	4,000	0	0.00%
	5,510	6,000	490	8.89%



TRANSPORTATION SERVICES--AIRPORT	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Airport</i>				
Attendant Honorarium and Payroll Expenses	5,481	5,617	136	2.48%
Telephone	2,050	2,050	0	0.00%
Property Maintenance	10,000	10,000	0	0.00%
Electricity	3,250	3,285	35	1.08%
Supplies	600	600	0	0.00%
License	55	55	0	0.00%
Insurance	5,180	6,064	884	17.07%
Vehicle Maintenance	1,500	1,500	0	0.00%
Property Tax	2,480	2,500	20	0.81%
Subtotal	30,596	31,671	1,075	3.51%
TOTAL TRANSPORTATION SERVICES	2,154,100	2,269,423	115,323	5.35%

WASTE MANAGEMENT	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Dumps and Landfill</i>				
Property Tax	320	400	80	25.00%
<i>Regional Landfill</i>				
Regional Landfill Contracts	83,000	100,000	17,000	20.48%
Garbage Pick Up	135,000	0	-135,000	-100.00%
Waste Collection	0	188,663	188,663	0.00%
Recycling	12,000	0	-12,000	-100.00%
	230,000	288,663	58,663	25.51%
TOTAL WASTE MANAGEMENT	230,320	289,063	58,743	25.50%

DEVELOPMENT SERVICES	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Environmental Planning & Zoning</i>				
Land Management	100	100	0	0.00%
<i>Community Development</i>				
Business Park Property Taxes	3,570	1,600	-1,970	-55.18%
Business Park Maintenance	5,000	5,000	0	0.00%
	8,570	6,600	-1,970	-22.99%
Urban Land Property Taxes	17,720	17,500	-220	-1.24%
Christmas Promotion Advertising	2,000	2,000	0	0.00%
Industrial Development Grant	10,000	10,000	0	0.00%
Public Services and Development Grant	0	58,000	58,000	0.00%
Future St. Stephen Grant	80,000	92,000	12,000	15.00%
Community Events Expenses	20,000	70,000	50,000	250.00%
TOSS Tourism Program	0	5,000	5,000	0.00%
Subtotal	112,000	237,000	125,000	111.61%
Regionalization Services	54,451	54,204	-247	-0.45%



In 2021 the Town of St. Stephen will celebrate its 150th Anniversary. The Town's Event Development Coordinator, with the assistance of a large number of committee members, have planned a year of celebration beginning with the Mayor's Levee on January 1st.

Plans will be adjusted to ensure that public safety is our first priority during the expected continuation of the COVID Pandemic. To support the celebrations, this budget identifies \$50,000 to be utilized in these celebrations.



DEVELOPMENT SERVICES (CONT'D)	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Events Development & Hospitality Staff</i>				
Events Development & Hospitality Wages, Payroll Expenses & Benefits	119,186	127,507	8,321	6.98%
Memberships	500	510	10	2.00%
Travel/Training	1,200	1,224	24	2.00%
Subtotal	120,886	129,241	8,355	6.91%
Housing Unit Development Grant	16,355	16,355	0	0.00%
<i>Other Environmental Development Services</i>				
Northampton Brewing Building Repairs	5,000	5,000	0	0.00%
Northampton Brewing Building Property Taxes	8,510	8,700	190	2.23%
	13,510	13,700	190	1.41%
120 Milltown Blvd Building Maintenance/Repairs	1,000	0	-1,000	-100.00%
120 Milltown Blvd Electricity	1,260	0	-1,260	-100.00%
120 Milltown Blvd property Taxes	2,010	0	-2,010	-100.00%
120 Milltown Blvd Heating Fuel	3,660	0	-3,660	-100.00%
	7,930	0	-7,930	-100.00%
Wharf Maintenance	1,000	1,000	0	0.00%
Christmas Lighting & Decorations Electricity	860	1,000	140	16.28%
Total Other Environmental Development	23,300	15,700	-7,600	-32.62%
TOTAL DEVELOPMENT SERVICES	353,382	476,700	123,318	34.90%



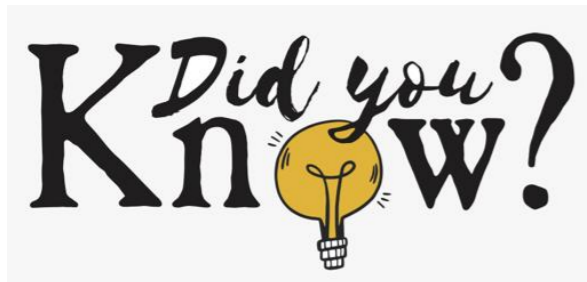
COMMUNITY SERVICES—PARKS	2020	2021	CHANGE (\$)	CHANGE (%)
Outside Recreation—Administrative				
Telephone	5,280	4,500	-780	-14.77%
Membership	1,000	1,000	0	0.00%
Advertising	10,000	10,000	0	0.00%
Subtotal	16,280	15,500	-780	-4.79%
Parks and Playgrounds				
Wages & Payroll Expenses & Benefits	207,397	220,840	13,443	6.48%
Vehicle Insurance	3,864	4,843	979	25.34%
Vehicle Maintenance	3,000	6,000	3,000	100.00%
Training	2,500	2,500	0	0.00%
Uniforms	1,750	2,000	250	14.29%
Electricity	4,000	4,000	0	0.00%
Supplies	2,000	2,000	0	0.00%
Horticulturist Supplies	25,000	25,000	0	0.00%
Maintenance Contract-Parks & Playing Fields	65,000	0	-65,000	-100.00%
Property Taxes	2,530	2,500	-30	-1.19%
Parks Maintenance	20,000	20,000	0	0.00%
Program Initiatives	1,500	0	-1,500	-100.00%
Subtotal	338,541	289,683	-48,858	-14.43%



The Town of St. Stephen no longer maintains or manages the athletic fields owned by the Department of Education. This change resulted in a net **savings** to St. Stephen taxpayers in excess of \$50,000 per year.



COMMUNITY SERVICES—WT BOOTH POOL	2020	2021	CHANGE (\$)	CHANGE (%)
Wages and Payroll Expenses	63,290	44,325	-18,965	-29.97%
Telephone	1,690	1,700	10	0.59%
Repairs	22,000	18,000	-4,000	-18.18%
Electricity	12,450	13,400	950	7.63%
Cleaning Supplies	3,000	3,000	0	0.00%
Chemicals	10,000	10,000	0	0.00%
Property Taxes	2,590	2,700	110	4.25%
Equipment	1,500	2,500	1,000	66.67%
Lifeguard Uniforms	1,000	1,000	0	0.00%
Security	500	1,000	500	100.00%
Subtotal	118,020	97,625	-20,395	-17.28%
Total Outside Recreation	472,841	402,808	-70,033	-14.81%



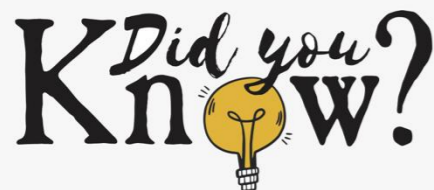
In 2021 the Town of St. Stephen plans to operate the WT Booth Pool from approximately June 21 until August 27th. This creates a total of 67 operating days. Thus, the cost of operating this facility is approximately **\$1,457 per day**



COMMUNITY SERVICES—FACILITIES	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Border Area Arena</i>				
Arena Repairs	1,000	1,000	0	0.00%
Arena Electricity	7,110	6,000	-1,110	-15.61%
Total Border Area Arena	8,110	7,000	-1,110	-13.69%
<i>Garcelon Civic Center—Administrative</i>				
Staff Salary, Wages, Payroll Expenses and Benefits	245,454	282,443	36,989	15.07%
Professional Development/Training	3,750	3,000	-750	-20.00%
Telephone and Communications	9,600	0	-9,600	-100.00%
Office Supplies, Equipment and Furniture	10,000	0	-10,000	-100.00%
Advertising, Marketing and Promotion	1,000	1,000	0	0.00%
Rink Board/Arena Signage	10,000	10,000	0	0.00%
Facility Scheduling Software Fees	10,500	15,000	4,500	42.86%
Computer Servicing/IT Support	1,000	5,000	4,000	400.00%
Banking Service Fees	8,900	0	-8,900	-100.00%
Cash Over/Under	0	1	1	0.00%
Subtotal	300,204	316,444	16,240	5.41%



COMMUNITY SERVICES—FACILITIES (CONT'D)	2020	2021	CHANGE (\$)	CHANGE (%)
Physical Operations/Maintenance--GCC				
Staff Salary, Wages, Payroll Expenses and Benefits	436,408	469,406	32,998	7.56%
Clothing Allowance	2,000	2,500	500	25.00%
Operations/Maintenance Training and Professional Development	7,000	7,000	0	0.00%
Arena Equipment Maintenance and Repair	25,000	27,000	2,000	8.00%
Cleaning Supplies and Equipment	15,000	15,000	0	0.00%
General Building Maintenance and Repair	23,000	25,000	2,000	8.70%
GCC Building Security	0	1,500	1,500	0.00%
Cleaning Contract	2,000	2,000	0	0.00%
Front Lobby Mats	5,000	5,000	0	0.00%
Licenses, Inspections, Permits and Contracts	10,000	10,000	0	0.00%
Signage	2,000	2,000	0	0.00%
Zamboni Maintenance	6,000	8,000	2,000	33.33%
Safety/First Aid	1,500	3,000	1,500	100.00%
Electricity	250,000	260,000	10,000	4.00%
Natural Gas	49,420	49,000	-420	-0.85%
Pest Control	1,000	1,000	0	0.00%
Subtotal	835,328	887,406	52,078	6.23%



The Town of St. Stephen is working closely with representatives of NB Power as well as hired consultants to identify costs saving strategies related to power consumption within the Garcelon Civic Center. This is part of an ongoing process to operate this facility in the most cost-effective manner possible.



COMMUNITY SERVICES—FACILITIES (GCC)	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Pool</i>				
Staff Salary, Wages, Payroll Expenses and Benefits	275,448	357,559	82,111	29.81%
Programming Supplies and Equipment	5,000	6,000	1,000	20.00%
Maintenance and Repair	24,000	24,000	0	0.00%
Chemicals	13,500	13,500	0	0.00%
Aquatic Training and Professional Development	5,500	6,500	1,000	18.18%
Uniforms	750	1,000	250	33.33%
Subtotal	324,198	408,559	84,361	26.02%
<i>Walking Track</i>				
General Maintenance and Repair	1,000	500	-500	-50.00%
Programming Supplies and Equipment	100	100	0	0.00%
Subtotal	1,100	600	-500	-45.45%
<i>Meeting and Conference Areas</i>				
General Maintenance & Repairs	5,000	5,000	0	0.00%
Events Equipment and Supplies	8,000	8,000	0	0.00%
Other Events Expenses	100	100	0	0.00%
Linens and Drycleaning	2,000	1,000	-1,000	-50.00%
Subtotal	15,100	14,100	-1,000	-6.62%
<i>Fitness Area</i>				
Supplies, Equipment and Maintenance	5,000	5,000	0	0.00%
Service Contract	500	800	300	60.00%
Subtotal	5,500	5,800	300	5.45%



COMMUNITY SERVICES—FACILITIES (GCC)	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Food and Beverage Services</i>				
Student Event Staff Wages, Payroll Expenses and Benefits	46,196	23,493	-22,703	-49.14%
Canteen Merchandise	60,000	13,000	-47,000	-78.33%
Lower Canteen Cash Over/Under	0	1	1	0.00%
Upper Canteen Cash Over/Under	0	1	1	0.00%
Subtotal	106,196	36,495	-69,701	-65.63%
<i>Kitchen</i>				
Small Equipment & General Supplies	3,000	1,000	-2,000	-66.67%
Licenses	2,000	1,500	-500	-25.00%
	5,000	2,500	-2,500	-50.00%
<i>Special Events</i>				
Special Events	77,500	15,000	-62,500	-80.65%
<i>Grounds and Parking Lot</i>				
Property Taxes	3,670	5,200	1,530	41.69%
Parking Lot-Line Painting	1,000	1,000	0	0.00%
Subtotal	4,670	6,200	1,530	32.76%
TOTAL GARCELON CIVIC CENTER	1,674,796	1,693,104	18,308	1.09%
TOTAL RECREATIONAL FACILITIES	1,682,906	1,700,104	17,198	1.02%



COMMUNITY SERVICES—ST. CROIX PUBLIC LIBRARY	2020	2021	CHANGE (\$)	CHANGE (%)
Repairs/Maintenance	8,800	8,800	0	0.00%
Electricity	15,080	17,000	1,920	12.73%
Grant	38,647	38,647	0	0.00%
Equipment Repairs/Purchase	5,000	2,500	-2,500	-50.00%
Total Library	67,527	66,947	-580	-0.86%
TOTAL COMMUNITY SERVICES	2,223,274	2,169,859	-53,415	-2.40%



FISCAL SERVICES	2020	2021	CHANGE (\$)	CHANGE (%)
<i>Debt Charges-Interest on Temporary Borrowing</i>				
Short Term Interest & Bank Charges	34,380	46,650	12,270	35.69%
<i>Debt Charges-Interest on Long Term Debt</i>				
Long Term Interest-Current Debentures	151,638	142,109	-9,529	-6.28%
Long Term Interest-Future Debentures	0	0	0	0.00%
	151,638	142,109	-9,529	-6.28%
<i>Debt Charges-Principal Repayments</i>				
Principal Payments-Current Debentures	425,000	354,000	-71,000	-16.71%
Transfer to General Capital Reserve	107,985	216,000	108,015	100.03%
Transfer to General Operating Reserve	230,000	0	-230,000	-100.00%
Transfer to General Capital Fund	0	0	0	0.00%
Payment In Lieu of Tax	33,441	0	-33,441	-100.00%
Total fiscal services	982,444	758,759	-223,685	-22.77%
Other services	8,000	8,000	0	0.00%
Total Expenditures	\$9,400,123	\$9,470,790	\$70,667	0.75%



NOTES AND QUESTIONS

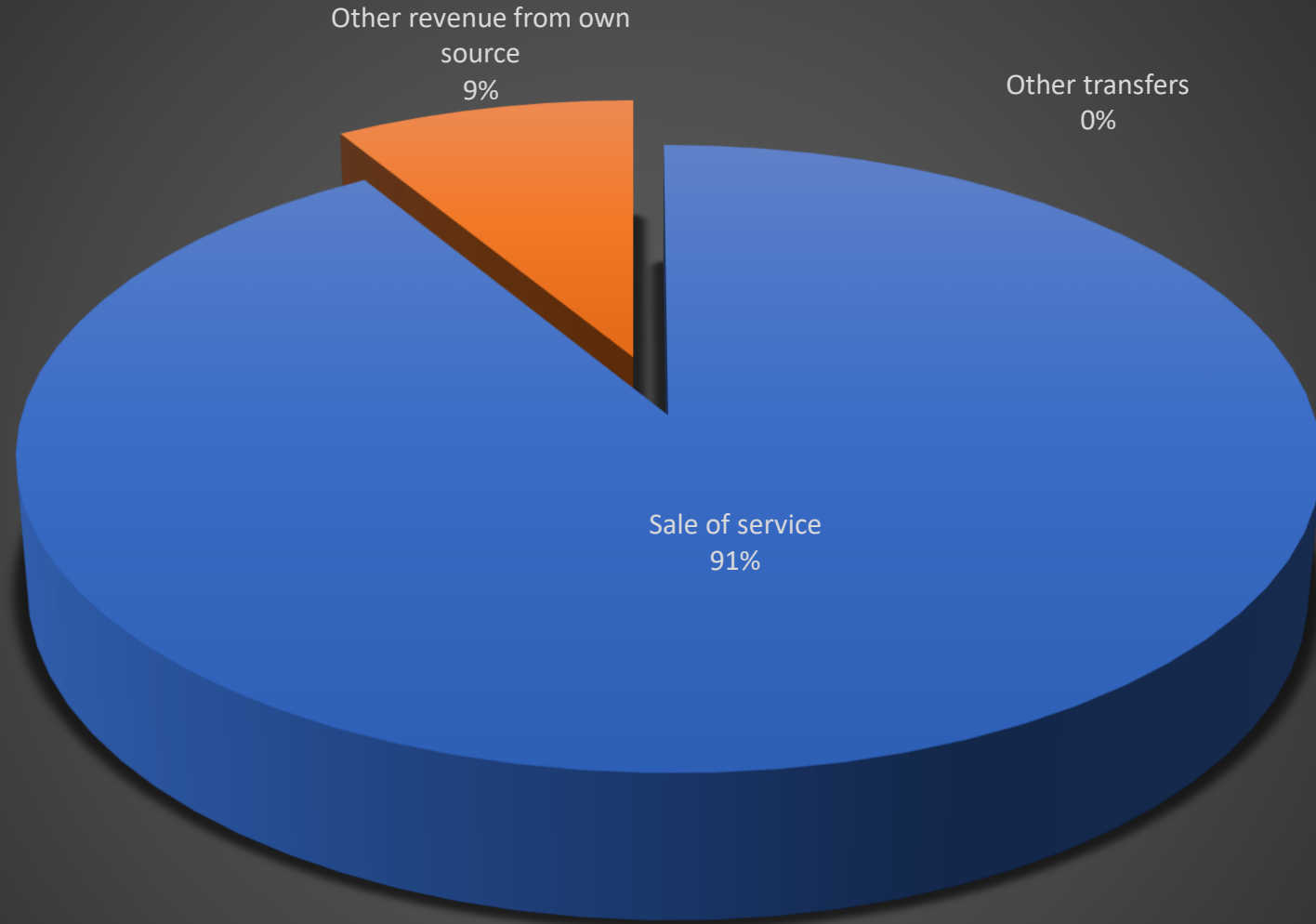


UTILITY OPERATING FUND BUDGET
2021



REVENUE

REVENUE SOURCES IN 2021



REVENUE—SALE OF SERVICE

	BUDGET 2020	BUDGET 2021	CHANGE (\$)	CHANGE (%)
Water				
Water Residential	459,000	528,800	69,800	15.21%
Water Industrial	440,000	331,000	-109,000	-24.77%
Subtotal	899,000	859,800	-39,200	-4.36%
Sewer				
Sewer Residential	817,000	936,400	119,400	14.61%
Sewer Industrial	299,000	275,000	-24,000	-8.03%
	1,116,000	1,211,400	95,400	8.55%
Wastewater Treatment Agreements	107,490	106,000	-1,490	-1.39%
Connection and Service Charges	100	5,000	4,900	4900.00%
Total Sale of Service	2,122,590	2,182,200	59,610	2.81%

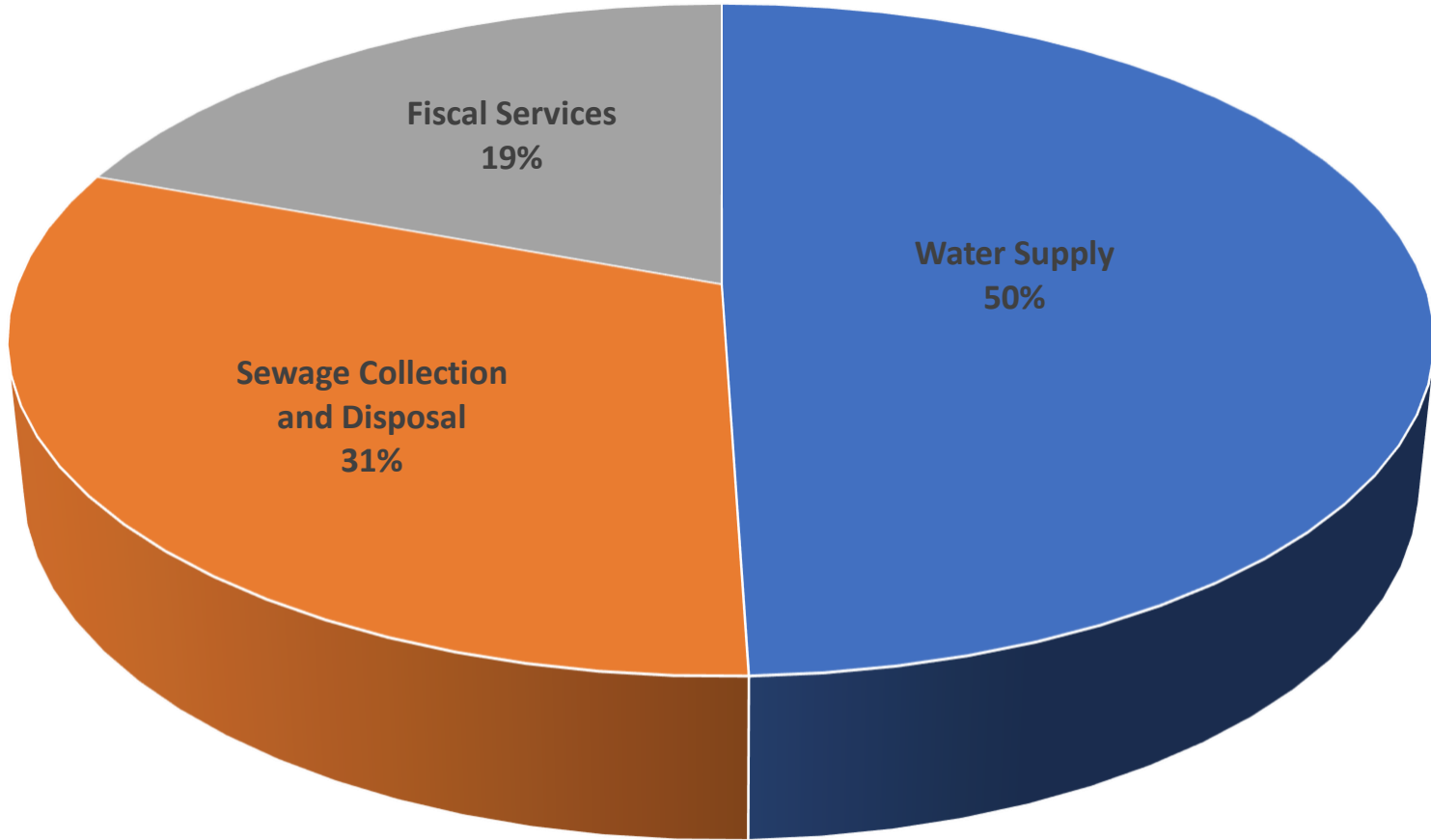




OTHER REVENUE FROM OWN SOURCE	BUDGET 2020	BUDGET 2021	CHANGE (\$)	CHANGE (%)
Hydrant & Sprinkler Rentals	1,100	1,100	0	0.00%
Water Cost Transfer	125,000	125,000	0	0.00%
Miscellaneous				
Bank Interest	2,290	1,400	-890	-38.86%
Interest on Overdue Accounts	82,590	80,000	-2,590	-3.14%
Grants/Contributions	100	100	0	0.00%
Subtotal	84,980	81,500	-3,480	-4.10%
Total Other Revenue From Own Source	211,080	207,600	-3,480	-1.65%
Other Transfers				
Surplus	30,973	0	-30,973	-100.00%
Operating Reserve Fund	0	0	0	0.00%
Total Other Transfers	30,973	0	-30,973	-100.00%
Total Revenue	2,364,643	2,389,800	25,157	1.06%

EXPENDITURES

EXPENDITURES BY SERVICE AREA



EXPENDITURE—WATER SUPPLY	BUDGET 2020	BUDGET 2021	CHANGE (\$)	CHANGE (%)
--------------------------	----------------	----------------	-------------	------------

Administration

Administrative Wage Charges-Water Share	137,666	140,038	2,372	1.72%
Office Supplies	2,000	3,000	1,000	50.00%
Office Equip Maintenance	1,425	700	-725	-50.88%
Office Computer Service	6,150	6,150	0	0.00%
Audit Fees	1,775	1,846	71	4.00%
Legal Fees & Claims	100	100	0	0.00%
Subtotal	149,116	151,834	2,718	1.82%

Purification and Treatment

Purification & Treat Building Maintenance	5,500	5,500	0	0.00%
Purification & Treat Chlorine	53,000	53,000	0	0.00%
Purification & Treat Sampling	35,000	35,000	0	0.00%
Subtotal	93,500	93,500	0	0.00%



EXPENDITURE—WATER SUPPLY (CONT'D)	BUDGET 2020	BUDGET 2021	CHANGE (\$)	CHANGE (%)
<i>Transmission and Distribution</i>				
Transmission & Distribution Wage Charges-Water Share	306,118	317,095	10,977	3.59%
Trans & Dist. Training	6,000	6,000	0	0.00%
Trans & Dist. Liability Insurance	5,675	6,939	1,264	22.27%
Trans & Dist. Telephone	2,230	2,300	70	3.14%
Trans & Dist. Supplies	160,000	170,000	10,000	6.25%
Trans & Dist. Vehicle License	560	560	0	0.00%
Trans & Dist. Equipment Repair	37,500	40,000	2,500	6.67%
Trans & Dist. Clothing	5,000	5,000	0	0.00%
Trans & Dist. Equipment Purchase	3,000	3,000	0	0.00%
Trans & Dist. Engineering	1,000	1,000	0	0.00%
Trans & Dist. Cold Patch	10,500	12,000	1,500	14.29%
Water Share Fuel	21,399	21,350	-49	-0.23%
Trans & Dist. Asphalt	50,000	50,000	0	0.00%
Trans & Dist. Gravel	19,000	19,000	0	0.00%
Water Meter Purchase	10,000	12,000	2,000	20.00%
Cross Connection Control Program	1,000	1,000	0	0.00%
Subtotal	638,982	667,244	28,262	4.42%



EXPENDITURE—WATER SUPPLY	BUDGET 2020	BUDGET 2021	CHANGE (\$)	CHANGE (%)
<i>Source of Supply</i>				
Water Share-Water Technician Wages	125,836	126,157	321	0.26%
Source Training	2,500	2,500	0	0.00%
Source Telephone	5,800	12,000	6,200	106.90%
Source Liability Insurance	5,675	6,939	1,264	22.27%
Source Building Maintenance	20,000	20,000	0	0.00%
Source Electricity	51,320	50,000	-1,320	-2.57%
Source Generator Fuel	1,000	1,000	0	0.00%
Source Supplies	13,000	13,000	0	0.00%
Source Clothing	1,200	1,200	0	0.00%
Source Property Taxes	5,250	5,900	650	12.38%
SCADA Maintenance	10,000	20,000	10,000	100.00%
Water Quality Protection Plan	8,000	8,000	0	0.00%
Subtotal	249,581	266,696	17,115	6.86%
<i>Billing and Collection</i>				
General Office Postage	3,410	3,400	-10	-0.29%
Total Water Supply	1,134,589	1,182,674	48,085	4.24%



SEWER COLLECTION AND DISPOSAL	BUDGET 2020	BUDGET 2021	CHANGE (\$)	CHANGE (%)
-------------------------------	----------------	----------------	-------------	------------

Administration

Administrative Wage Charges-Sewerage Share	137,666	140,036	2,370	1.72%
Office Supplies	2,000	3,000	1,000	50.00%
Office Equip Maintenance	1,425	700	-725	-50.88%
Office Computer Service	6,150	6,150	0	0.00%
Audit Fees	1,775	1,846	71	4.00%
Legal Fees and Claims	100	100	0	0.00%
Subtotal	149,116	151,832	2,716	1.82%

Sewer Collection System

Sewerage Share-Live Sewer Wages	4,000	4,000	0	0.00%
Supplies	1,000	1,000	0	0.00%
Maintenance	7,000	8,000	1,000	14.29%
Contracted Services	100	100	0	0.00%
Sewer Pipe	10,000	10,000	0	0.00%
Asphalt	6,000	6,000	0	0.00%
Gravel	9,500	9,500	0	0.00%
Subtotal	37,600	38,600	1,000	2.66%





SEWER COLLECTION AND DISPOSAL (CONT'D)	BUDGET 2020	BUDGET 2021	CHANGE (\$)	CHANGE (%)
<i>Sewerage Lift Station</i>				
Electricity	60,840	55,000	-5,840	-9.60%
Maintenance	40,000	45,000	5,000	12.50%
SCADA Maintenance	12,000	20,000	8,000	66.67%
Supplies	4,000	4,000	0	0.00%
Subtotal	116,840	124,000	7,160	6.13%

<i>Sewerage Treatment and Disposal</i>				
Treatment and Disposal Charges-Sewerage Share	168,933	174,938	6,005	3.55%
Treat & Disp Training	2,500	2,500	0	0.00%
Treat & Disp Clothing	3,000	3,000	0	0.00%
Treat & Disp Telephone	9,410	16,000	6,590	70.03%
Treat & Disp Electricity	105,790	106,043	253	0.24%
Treat & Disp Supplies	8,000	8,000	0	0.00%
Treat & Disp License	100	100	0	0.00%
Treat & Disp Chlorine	22,000	23,000	1,000	4.55%
Treat & Disp Liability Ins.	5,674	6,938	1,264	22.28%
Treat & Disp Equipment Repair & Maintenance	35,000	35,000	0	0.00%
Treat & Disp Property Taxes	11,010	11,000	-10	-0.09%
Treat & Disp Engineering	1,000	1,000	0	0.00%
Treat & Disp Treatment Plant Lab Tests	18,000	18,000	0	0.00%
Sewerage Share-Fuel	21,399	21,351	-48	-0.22%
Subtotal	411,816	426,870	15,054	3.66%

SEWER COLLECTION AND DISPOSAL (CONT'D)

	BUDGET 2020	BUDGET 2021	CHANGE (\$)	CHANGE (%)
General Office Postage	3,410	3,400	-10	-0.29%
Total Sewerage Collection and Disposal	718,782	744,702	25,920	3.61%





FISCAL SERVICES—DEBT MANAGEMENT	Budget 2019	Budget 2020	Increase/Decrease	Increase/Decrease
<i>Water-Interest on Temporary Borrowing</i>				
Water Bank Interest & Bank Charges	35,730	26,500	-9,230	-25.83%
<i>Water-Interest on Long Term Debt</i>				
Long Term Interest-Current Debentures	32,889	29,207	-3,682	-11.20%
Long Term Interest-Future Debentures	0	0	0	0.00%
	32,889	29,207	-3,682	-11.20%
<i>Water-Principal Repayments</i>				
Principal Payments-Current Debentures	158,910	130,530	-28,380	-17.86%
<i>Sewer-Interest on Temporary Borrowing</i>				
Sewer Bank Interest & Bank Charges	35,720	26,500	-9,220	-25.81%
<i>Sewer-Interest on Long Term Debt</i>				
Long Term Interest-Current Debentures	25,567	20,916	-4,651	-18.19%
Long Term Interest-Future Debentures	0	0	0	0.00%
	25,567	20,916	-4,651	-18.19%
<i>Sewer-Principal Repayments</i>				
Principal Payments-Current Debentures	175,090	155,470	-19,620	-11.21%

FISCAL SERVICES--TRANSFERS	Budget 2019	Budget 2020	Increase/Decrease	Increase/Decrease
Transfer to Utility Capital Fund	0	0	0	0.00%
Transfer to Utility Capital Reserve	10,000	10,000	0	0.00%
Transfer to Utility Operating Reserve	8,589	0	-8,589	-100.00%
Deficit	27,777	62,301	34,524	124.29%
Provision Doubtful Accounts	1,000	1,000	0	0.00%
Fund Liability-Vested Future Emp Benefits-Water	0	0	0	0.00%
Fund Liability-Vested Future Emp Benefits-Sewer	0	0	0	0.00%
Subtotal	47,366	73,301	25,935	54.75%
Total Fiscal Services	511,272	462,424	-48,848	-9.55%
Total Expenditure	2,364,643	2,389,800	25,157	1.06%



APPENDIX A RATE ADJUSTMENTS

IN ORDER TO SUPPORT THE ESTIMATES CONTAINED WITHIN THIS BUDGET DOCUMENT, THE FOLLOWING RATE ADJUSTMENTS ARE REQUIRED TO BE IMPLEMENTED FOR THE 2021 CALENDAR YEAR.

TYPE OF SERVICE	2020 RATE	2021 RATE
SUPPLY OF WATER		
		Quarterly Billing
Property with water supply that is NOT metered	\$112.70 per family unit	\$124.75 per family unit
Owner occupied with water supply that is metered	First 500 cubic feet: \$39.47 For every 100 cubic feet thereafter: \$2.43	First 500 cubic feet: \$43.70 For every 100 cubic feet thereafter: \$2.69
Rental Property with water supply that is metered	First 500 cubic feet: \$39.47 For every 100 cubic feet thereafter: \$2.43	First 500 cubic feet: \$43.70 For every 100 cubic feet thereafter: \$2.69
SEWERAGE		
	Quarterly Billing	Quarterly Billing
Owner occupied property with water supply that is metered	First 500 cubic feet of water supplied: \$73.23 For every 100 cubic feet thereafter: \$ 4.63	First 500 cubic feet of water supplied: \$81.05 For every 100 cubic feet thereafter: \$ 5.12
Rental property with water supply that is metered	First 500 cubic feet of water supplied: \$73.23 For every 100 cubic feet thereafter: \$ 4.63	First 500 cubic feet of water supplied: \$81.05 For every 100 cubic feet thereafter: \$ 5.12
Bulk water purchase	\$35.00 per 100 cubic feet	\$38.75 per 100 cubic feet

