



File No. 1700

REPORT TO COUNCIL

To: Evan Parliament, Chief Administrative Officer
From: David Gawley, Interim Director of Finance
Date: April 12, 2007
Re: **2007 Five Year Financial Plan**

The updated budget information is enclosed. It includes everything discussed to date and all amendments requested by Council. The following information will be used as the basis for the Open House scheduled for next Wednesday, April 18, 2007.

Enclosures include:

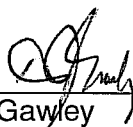
- General Operating Fund Financial Plan 2007, pages 1 to 17
- Property Tax information for 2007, page 18
- Tax Rate Information for 2007, page 19
- Sewer Operating Fund Financial Plan 2007, page 20

Please note that the total tax increase is 14.52% and after mitigation from new construction, the average increase to all property will be approximately 10.3%.

Further enclosures include the five-year forecast from 2007 to 2011. Fiscal 2006 has been shown for comparison purposes. Subsequent years revenues and expenditures have, for the most part, been increased by 2 ½%, except where more specific amounts can be used such as debt or existing contracts. Percentage increases are shown at the end of each expenditure category and the recap page shows a moderate tax increase of 4 ½% to 5 ½% over the next four years. These tax increases would be mitigated by any new construction on each future assessment roll.

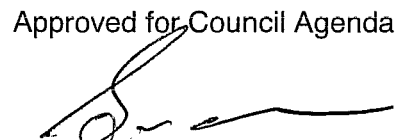
It should also be mentioned that the future estimates include amounts for capital and supplementary requests over each of those years, with relatively small amounts being financed by Reserve Funds to enable the Reserves to grow over this timeframe. The enclosed pages include:

- General Operating Fund Financial Plan 2007 to 2011, pages 1 to 18
- Sewer Operating Fund Financial Plan 2007 to 2011, page 19



David J. Gawley

Approved for Council Agenda



Evan Parliament, CAO

*District of Sooke
Financial Plan 2007
General Operating Fund*

	Page	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
Expenditures							
General Government services	2,3	1,057,900	1,078,199	1,167,570	89,371	8.29%	
Protective services	4,5,6	1,766,815	1,901,413	2,061,066	159,653	8.40%	
Engineering services	7	531,857	740,015	812,267	72,252	9.76%	
Environmental Health services	8	83,713	82,264	85,358	3,094	3.76%	
Development services	9	276,501	343,547	503,043	159,496	46.43%	
Recreation and cultural services	10	468,108	446,611	451,063	4,452	1.00%	
Fiscal services	11,12	444,685	1,126,204	2,286,944	1,160,740	103.07%	
Own expenditures		4,629,579	5,718,253	7,367,311	1,649,058	28.84%	
Transmission of taxes to other agencies	13	5,673,400	5,225,138	5,763,087	537,949	10.30%	
Total Operating Expenditures		10,302,979	10,943,391	13,130,398	2,187,007	19.98%	
Revenues							
Sale of services	14	11,791	9,400	60,400	51,000	542.55%	
Licenses and permits	14	573,558	318,400	634,490	316,090	99.27%	
Cost recovery	14	6,615	0	5,000	5,000		
Lease and rental	14	22,943	22,843	24,870	2,027	8.87%	
Investment income	15	141,197	52,000	75,000	23,000	44.23%	
Interest and penalties	15	106,585	75,000	88,000	13,000	17.33%	
Revenue sharing	15	269,529	200,000	270,000	70,000	35.00%	
Fire department	15	13,760	15,500	15,500	0	0.00%	
Administration	15	161,548	158,350	7,634	-150,716	-95.18%	
Unconditional transfers	15	385,108	253,465	382,300	128,835	50.83%	
Conditional transfers	15	191,276	143,654	375,878	232,224	161.66%	
Transfers from own reserves/allowances	16	12,669	816,473	1,247,750	431,277	52.82%	
Other taxes	16	108,021	103,557	115,364	11,807	11.40%	
Own revenues		2,004,600	2,168,642	3,302,186	1,133,544	52.27%	
Tax collection for other agencies	13	5,673,400	5,225,138	5,763,087	537,949	10.30%	
Total before own property taxes		7,678,000	7,393,780	9,065,273	1,671,493	62.57%	
Own general municipal property taxes		3,495,091	3,549,611	4,065,125	515,514	14.52%	
Total Operating Revenues		11,173,091	10,943,391	13,130,398	2,187,007	19.98%	

*District of Sooke
Financial Plan 2007
General Operating Fund*

General Government Services					
Council	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	% <u>Comments</u>
Remuneration	64,592	68,050	68,534	484	0.71% Agrees to payroll information
Benefits	878	960	1,060	100	10.42% Agrees to payroll information
Travel/conferences/memberships/education	20,220	32,000	25,000	-7,000	-21.88%
Dues and subscriptions	0	500	500	0	0.00%
Advertising/communications	1,415	6,000	3,000	-3,000	-50.00%
Volunteer recognition - o/s services	0	0	0	0	100.00%
	87,105	107,510	98,094	-9,416	-8.76%
Corporate Services					
Salaries	284,037	237,573	256,772	19,199	8.08% Agrees to payroll information
Benefits	51,292	49,705	49,794	89	0.18% Agrees to payroll information
Hospitality and meals	1,640	1,800	1,800	0	0.00%
Telephone	1,729	2,100	2,100	0	0.00%
Special project - Strategic Planning	0	0	5,000	5,000	100.00% From Supplementary
Travel/conferences/memberships/education	3,422	13,600	8,000	-5,600	-41.18%
	342,120	304,778	323,466	18,688	6.13%
Finance and Information Technology					
Salaries	181,488	172,023	246,157	74,134	43.10% Agrees to payroll information
Benefits	35,588	38,093	48,653	10,560	27.72% Agrees to payroll information
Specialty office supplies	1,301	1,000	1,000	0	0.00%
Travel/conferences/memberships/education	9,390	13,865	8,000	-5,865	-42.30%
Banking	1,643	1,600	1,800	200	12.50%
Tax adjustments	0	1,000	1,000	0	0.00%
Tax forms and supplies	4,678	5,800	5,800	0	0.00%
Advertising	1,142	1,050	1,050	0	0.00%
	235,230	234,431	313,460	79,029	33.71%
Common services - Office					
Telephone	12,069	20,000	18,000	-2,000	-10.00%
Copy/service charges	5,752	7,750	7,750	0	0.00%
Equipment lease/rental	3,734	5,800	5,200	-600	-10.34%
Freight/courier	1,015	1,500	1,500	0	0.00%
Postage	4,167	7,000	7,000	0	0.00%

	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
Office supplies	12,858	14,500	14,500	0	0.00%	
Subscriptions	1,169	1,100	1,100	0	0.00%	
Advertising	10,326	7,500	9,850	2,350	31.33%	
Records management	1,408	4,750	4,750	0	0.00%	
Off site storage	175	500	500	0	0.00%	
Compensation committee	0	58,780	25,000	-33,780	-57.47%	
LAN/PC's/Networking/Internet	63,802	62,000	80,000	18,000	29.03%	
Common services - Building						
Propane	16,045	12,000	13,000	1,000	8.33%	
Water	2,130	3,200	3,200	0	0.00%	
Electricity	20,740	22,800	22,800	0	0.00%	
Waste removal	5,592	5,000	6,000	1,000	20.00%	
Common services - Building maintenance						
Operating supplies	5,214	5,800	5,800	0	0.00%	
Contracted maintenance	23,320	30,000	25,000	-5,000	-16.67%	
Other outside services	3,593	7,300	6,000	-1,300	-17.81%	
	193,109	277,280	256,950	-20,330	-7.33%	
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Special services						
Recruitment costs - travel	7,297	5,000	5,000	0	0.00%	
Recruitment costs - advertising	9,683	3,500	2,000	-1,500	-42.86%	
Recruitment - contracted service	0	0	30,000	30,000	100.00%	
Legal	62,770	35,000	35,000	0	0.00%	
Audit	4,725	15,000	20,000	5,000	33.33%	
Insurance premium	50,646	48,000	51,000	3,000	6.25%	
Insurance claims	1,314	0	1,500	1,500	114.16%	
Labour relations - consulting	318	3,500	0	-3,500	-100.00%	
Administrative review	18,986	0	0	0	-100.00%	
Protocol	87	0	400	400	100.00%	
Elections	702	9,000	0	-9,000	-100.00%	
Public and government relations	8,142	9,500	5,000	-4,500	-47.37%	
Grants in aid	28,166	25,000	25,000	0	0.00%	
Christmas Bureau	0	700	700	0	0.00%	
Crystal Meth program	7,500	0	0	0	-100.00%	
	200,336	154,200	175,600	21,400	13.88%	
Total General Government	1,057,900	1,078,199	1,167,570	89,371	8.29%	

**District of Sooke
Financial Plan 2007
General Operating Fund**

Protective Services

	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
Policing						
Contract with RCMP	1,046,074	1,115,945	1,139,995	24,050	2.16%	Includes contract, support and accommodation
Integrated Mobile Crisis Response Team	0	0	4,682	4,682	100.00%	From Supplementary
Centralized Transportation Support Team	0	0	4,389	4,389	100.00%	From Supplementary
Community Policing	0	500	0	-500	-100.00%	
	<u>1,046,074</u>	<u>1,116,445</u>	<u>1,149,066</u>	<u>32,621</u>	<u>2.92%</u>	
Bylaw Enforcement						
Salaries	21,183	27,099	28,308	1,209	4.46%	Agrees to payroll information
Benefits	4,128	4,054	6,602	2,548	62.85%	Agrees to payroll information
Office supplies	136	500	500	0	0.00%	
Vehicle gas and oil	81	1,500	0	-1,500	-100.00%	
Communications	0	400	400	0	0.00%	
Travel/conferences/memberships/education	0	1,000	1,000	0	0.00%	
Vehicle insurance	0	750	750	0	0.00%	
Legal fees	38	2,900	0	-2,900	-100.00%	
	<u>25,566</u>	<u>38,203</u>	<u>37,560</u>	<u>-643</u>	<u>-1.68%</u>	
Emergency Program						
Salaries	21,183	27,099	28,308	1,209	4.46%	Agrees to payroll information
Benefits	4,127	4,054	6,602	2,548	62.85%	Agrees to payroll information
Office supplies	399	11,450	1,500	-9,950	-86.90%	
Vehicle gas and oil	609	1,500	1,000	-500	-33.33%	
EOC radio operations	435	1,500	1,500	0	0.00%	
Communications	1,089	800	1,100	300	37.50%	
Travel/conferences/memberships/education	461	1,500	4,000	2,500	166.67%	
JEPP	582	0	1,772	1,772	100.00%	
NEPP	1,188	2,500	4,000	1,500	60.00%	
West Nile Virus	0	4,288	4,288	0	0.00%	
Emergency planning	19	13,148	13,148	0	0.00%	
Tsunami preparedness	43	9,121	9,078	-43	-0.47%	
PEP Windstorm 2006	8,658	0	0	0	0.00%	
West Nile Virus (UICM grant)	0	8,908	8,908	0	0.00%	
	<u>38,793</u>	<u>85,868</u>	<u>85,204</u>	<u>-664</u>	<u>-0.77%</u>	

	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
Inspection Services						
Salaries	132,966	140,449	188,839	48,390	34.45%	Agrees to payroll information
Benefits	32,419	29,568	48,218	18,650	63.07%	Agrees to payroll information
Specialty office supplies	5,446	5,000	3,000	-2,000	-40.00%	
Vehicle gas and oil	1,584	2,900	2,900	0	0.00%	
Travel - monthly operations	567	1,000	700	-300	-30.00%	
Travel/conferences/memberships/education	3,314	2,500	5,000	2,500	100.00%	
Vehicle insurance	0	1,100	1,100	0	0.00%	
	176,296	182,517	249,757	67,240	36.84%	
Fire Department						
Administration						
Salaries	199,898	189,279	199,805	10,526	5.56%	Agrees to payroll information
Benefits	41,725	39,707	40,244	537	1.35%	Agrees to payroll information
Operating supplies	3,566	4,000	4,000	0	0.00%	
Office supplies	1,141	3,350	3,350	0	0.00%	
Office equipment leases	2,843	3,300	3,300	0	0.00%	
Volunteer exchange program	0	3,000	3,000	0	0.00%	
Conferences and education	7,252	6,800	7,300	500	7.35%	
Hospitality - operating supplies	5,831	2,100	2,500	400	19.05%	
Insurance premiums	19,190	18,500	18,500	0	0.00%	
Annual dinner	8,891	9,500	9,500	0	0.00%	
	290,337	279,536	291,499	11,963	4.28%	
Firefighters						
Duty officer remuneration	11,700	11,700	13,000	1,300	11.11%	
First response duty remuneration	10,400	10,400	13,000	2,600	25.00%	
Friday worker wages/remuneration	6,114	3,000	6,500	3,500	116.67%	
Friday worker benefits	1,013	300	300	0	0.00%	
Casual labour	0	3,500	3,500	0	0.00%	
Allowance - contract payment	25,627	25,627	30,000	4,373	17.06%	
WCB Benefits	410	650	650	0	0.00%	
Uniforms and operating supplies	3,255	5,000	5,000	0	0.00%	
	58,519	60,177	71,950	11,773	19.56%	
Telecommunications						
CREST	24,017	24,017	35,140	11,123	46.31%	
Telephone and Data services	5,886	5,500	5,500	0	0.00%	
Repairs/maintenance/replacement	4,461	5,300	5,300	0	0.00%	
	34,364	34,817	45,940	11,123	31.95%	
Community Education						
Operating supplies	1,044	1,000	1,000	0	0.00%	

Inspection Services
Salaries
Benefits
Specialty office supplies
Vehicle gas and oil
Travel - monthly operations
Travel/conferences/memberships/education
Vehicle insurance

Fire Department
Administration
Salaries
Benefits
Operating supplies
Office supplies
Office equipment leases
Volunteer exchange program
Conferences and education
Hospitality - operating supplies
Insurance premiums
Annual dinner

Firefighters
Duty officer remuneration
First response duty remuneration
Friday worker wages/remuneration
Friday worker benefits
Casual labour
Allowance - contract payment
WCB Benefits
Uniforms and operating supplies

Telecommunications
CREST
Telephone and Data services
Repairs/maintenance/replacement

Community Education
Operating supplies

	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
Inspections						
Operating supplies	3,182	3,500	4,000	500	14.29%	
Training						
Operating supplies	2,178	2,500	2,500	0	0.00%	
Conferences and education	2,181	2,350	2,350	0	0.00%	
Audio visual repair and replacement	609	1,250	1,000	-250	-20.00%	
Training materials	12,351	13,500	10,000	-3,500	-25.93%	
Hazmat equipment and training	0	0	4,500	4,500	100.00%	
	17,319	19,600	20,350	750	3.83%	
Vehicle maintenance						
Wages	3,719	6,000	6,000	0	0.00%	
Benefits	278	500	500	0	0.00%	
Fuel	15,016	13,000	14,640	1,640	12.62%	
Repairs and replacement	4,906	5,800	5,800	0	0.00%	
Other outside services	4,147	2,500	4,000	1,500	60.00%	
	28,066	27,800	30,940	3,140	11.29%	
Equipment maintenance						
Operating supplies	13,897	15,000	15,000	0	0.00%	
Repairs and replacement	3,360	4,000	6,000	2,000	50.00%	
SCBA maintenance	0	0	4,000	4,000	100.00%	
Other outside services	1,546	1,950	2,500	550	28.21%	
	18,803	20,950	27,500	6,550	31.26%	
Other						
Turnout gear operating supplies	6,609	7,500	12,500	5,000	66.67%	
Medical supplies	4,885	6,000	7,500	1,500	25.00%	
Other Point training centre	5,000	5,000	5,000	0	0.00%	
East Sooke Fire Contract	11,958	12,500	21,300	8,800	70.40%	
	28,452	31,000	46,300	15,300	49.35%	
Total Fire Department	480,086	478,380	539,479	61,099	12.77%	
Total Protective Services	1,766,815	1,901,413	2,061,066	159,653	8.40%	

District of Sooke
Financial Plan 2007
General Operating Fund

Engineering Services

Administration

Salaries
Benefits
Specialty office supplies
Travel - monthly operations
Travel/conferences/memberships/education
Advertising
Consulting

Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
180,603	174,752	232,107	57,355	32.82%	Agrees to payroll information
35,007	35,233	52,540	17,307	49.12%	Agrees to payroll information
1,083	2,000	2,000	0	0.00%	
1,814	3,000	2,500	-500	-16.67%	
2,671	6,000	4,000	-2,000	-33.33%	
0	275	275	0	0.00%	
10,801	5,000	5,200	200	4.00%	
231,979	226,260	298,622	72,362	31.98%	

Contract services

LWMP for Drainage and sewage
Community sewer system
Road maintenance contract
Boulevard landscape maintenance
Drainage and storm water
Grant submissions - operating

Local Motion
Liquid Waste Management Plan
MRIF - Community Area Expansion Plan
Contract services

47,955	47,955	60,000	12,045	25.12%	2007 budget funded by Community Works Reserve Fund
0	0	0	0	0.00%	
181,942	375,000	166,000	-209,000	-55.73%	
1,956	3,500	3,500	0	0.00%	
324	10,000	10,000	0	0.00%	
0	0	60,838	60,838	100.00%	Late adjustment
0	0	110,000	110,000	100.00%	Late adjustment
0	0	17,000	17,000	100.00%	Late adjustment
995	15,000	13,000	-2,000	-13.33%	
233,172	451,455	440,338	-11,117	-2.46%	

Street lighting and Traffic control

Street lighting electricity
Ornamental lighting electricity
Ornamental lighting contracted maintenance
Traffic lights electricity
Crossing guards

44,281	48,500	46,000	-2,500	-5.15%	
3,257	2,500	3,500	1,000	40.00%	
1,215	1,950	2,500	550	28.21%	
3,046	1,450	3,500	2,050	141.38%	
14,907	5,000	14,907	9,907	198.14%	
66,706	59,400	70,407	11,007	18.53%	

Public Transit

Bus shelters

0	2,900	2,900	0	0.00%	
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ital Engineering Services

531,857	740,015	812,267	72,252	9.76%	
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District of Sooke
Financial Plan 2007
General Operating Fund

Environmental Health Services

Contracts

Animal control
Storm water quality control

Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
48,580	46,174	48,732	2,558	5.54%	Agrees to CRD info
35,133	36,090	36,626	536	1.49%	Agrees to CRD info
83,713	82,264	85,358	3,094	3.76%	

*District of Sooke
Financial Plan 2007
General Operating Fund*

Development Services

Community Development	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
Salaries	154,296	166,671	227,139	60,468	36.28%	Agrees to payroll information
Benefits	30,910	31,876	47,086	15,210	47.72%	Agrees to payroll information
Specialty office supplies	1,879	2,500	5,000	2,500	100.00%	
Travel - monthly operations	414	1,000	1,000	0	0.00%	
Travel/conferences/memberships/education	7,842	7,500	10,000	2,500	33.33%	
Advertising and other	9,401	15,000	10,000	-5,000	-33.33%	
Special Project - GIS extra help	0	0	5,000	5,000	100.00%	From Supplementary
	<u>204,742</u>	<u>224,547</u>	<u>305,225</u>	<u>80,678</u>	<u>35.93%</u>	

Other outside services

Planner consulting contract	10,511	1,000	0	-1,000	-100.00%	
Mapping contract	13,119	43,650	15,000	-28,650	-65.64%	
OCP update	0	0	50,000	50,000	100.00%	2007 budget funded by Community Works Reserve Fund
Signage review	0	500	500	0	0.00%	
Zoning bylaw review	1,201	4,850	0	-4,850	-100.00%	
Downtown revitalization plan	3,773	29,000	50,000	21,000	72.41%	2007 budget funded by Community Works Reserve Fund
DCC bylaw	0	0	0	0	0.00%	
Affordable housing consultant	12,169	0	0	0	0.00%	

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Economic Development

Specialty supplies	0	1,500	1,500	0	0.00%	
Park watch program	5,668	3,500	5,668	2,168	61.94%	
Initiatives - brochures, etc.	10,318	20,000	0	-20,000	-100.00%	
EDC/Chamber contract	0	0	28,150	28,150	100.00%	
EDC 2007 work plan	0	0	32,000	32,000	100.00%	
Visitor Information Centre	15,000	15,000	15,000	0	0.00%	
	<u>30,986</u>	<u>40,000</u>	<u>82,318</u>	<u>42,318</u>	<u>105.80%</u>	
Total Development Services	<u>276,501</u>	<u>343,547</u>	<u>503,043</u>	<u>159,496</u>	<u>46.43%</u>	

**District of Sooke
Financial Plan 2007
General Operating Fund**

Recreation and Cultural Services

Community Parks

Sooke Parks - maintenance and repairs
John Phillips Memorial Park Trust Committee
Ed Macgregor Park - allocated donations

Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
118,175	105,000	105,000	0	0.00%	
324	15,000	0	-15,000	-100.00%	
3,768	0	0	0	0.00%	
122,267	120,000	105,000	-15,000	-12.50%	

Community Services

Library services
Sooke Community Association contract
Sooke Canada Day Society
Need Crisis
SPA Operating supplies
Sooke residents in need
Sooke Fine Arts - UBCM Tourism grant
Sooke Arts Council

299,611	299,611	318,063	18,452	6.16%	Agrees to info from VIRL
18,000	18,000	18,000	0	0.00%	
1,000	1,000	1,000	0	0.00%	
2,000	2,000	2,000	0	0.00%	Audited financial statements received.
600	0	0	0	0.00%	
6,000	6,000	6,000	0	0.00%	
18,630	0	0	0	0.00%	
0	0	1,000	1,000	100.00%	

Total Recreation and Cultural Services

345,841	326,611	346,063	19,452	5.96%	
468,108	446,611	451,063	4,452	1.00%	

*District of Sooke
Financial Plan 2007
General Operating Fund*

Fiscal Services

Debit payments

Annual lease payments
Annual payment - Fire bylaw #91
Annual payment - Silverspray bylaw #240
Annual payment - Fire bylaw #242
New Fire Truck - holdback and Fall interest

Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
89,061	89,825	99,600	9,775	10.88%	Agrees to MFA back-up
86,095	86,100	86,100	0	0.00%	Agrees to debt schedule
0	34,435	0	-34,435	-100.00%	Didn't issue debt in 2006; no impact for 2007
0	26,602	48,986	22,384	84.14%	Agrees to debt schedule
0	0	21,600	21,600	100.00%	Debt to be issued soon by MFA
175,156	236,962	256,286	19,324	8.15%	

Transfers to own funds

Fire Equipment Reserve Fund
Capital Fund

Council Chamber

Furniture
Equipment
Photos

Corporate Services

Records Management equipment and furnitur
Development Services

GIS Mapping system

Public Works Yard

Building repairs, painting and maintenance

Building Maintenance

External lighting and security

Office furniture for new GIS position

Fire Department

New vehicle

Replace AED equipment

Extrication tool replacement

Engineering

Wheelchair accessible bus stops

Pave Whiffin Spit parking lot

Kaitasin foreshore access/Park cleanup

Crosswalk markings

Sidewalks - general

Townsend Road South - reconstruction

Culvert replacement (2)

Pedestrian crossing signals (2)

Golledge Road speed humps

BC Spirit Square

Community Development

John Phillips Memorial Park

Marine Boardwalk

	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
Parks Reserve	0	153,000	0	-153,000	-100.00%	Offsetting revenue in 2006
Casino Reserve	269,529	200,000	270,000	70,000	35.00%	Offsetting revenue
SPA Reserve	0	3,175	3,175	0	0.00%	Equal to 1.25% of prior years building permits
Capital Works Reserve	0	45,000	45,000	0	0.00%	General contribution - portion of GST rebate
Gas Tax - New Deal Reserve	0	99,475	149,273	49,798	50.06%	Offsetting revenue
Emergency Road Repair/Snow Removal	0	0	190,000	190,000	100.00%	Offsetting revenue
	269,529	889,242	1,955,658	999,766	112.43%	
Contingency provision	0	0	75,000	75,000	100.00%	From Supplementary and late adjustment
Total Fiscal Services	444,685	1,126,204	2,286,944	1,094,090	97.15%	

**District of Sooke
Financial Plan 2007
General Operating Fund**

Transmission of Taxes

	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
School District	3,603,840	3,350,802	3,603,840	253,038	7.55%	Estimated
Regional Hospital District	294,329	282,344	319,047	36,703	13.00%	Agrees to CRD info
Capital Regional District	1,463,563	1,315,861	1,528,532	212,671	16.16%	Agrees to CRD info
BC Assessment Authority	112,679	104,357	112,679	8,322	7.97%	Estimated
Municipal Finance Authority	352	282	352	70	24.82%	Estimated
BC Transit	198,637	171,492	198,637	27,145	15.83%	Estimated
	5,673,400	5,225,138	5,763,087	537,949	10.30%	

**District of Sooke
Financial Plan 2007
General Operating Fund**

Revenues

	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
Sale of services						
Zoning and planning books	239	400	200	-200	-50.00%	
Office services fees	218	0	0	0	0.00%	
Financial and tax info services	11,175	9,000	10,200	1,200	13.33%	
NSF charges	40	0	0	0	0.00%	
Sale of pins and flags	79	0	0	0	0.00%	
Record searches	40	0	0	0	0.00%	
Sale of land - road closure	0	0	50,000	50,000	100.00%	Late adjustment
Miscellaneous	0	0	0	0	0.00%	
	11,791	9,400	60,400	51,000	542.55%	
Licenses and permits						
Business licenses	4,300	3,000	4,000	1,000	33.33%	
ALR Application fees	300	1,000	400	-600	-60.00%	
Subdivision fees	60,500	40,000	57,600	17,600	44.00%	
Rezoning fees	42,696	10,000	25,000	15,000	150.00%	
Delivery vehicle licenses	2,303	2,200	2,200	0	0.00%	
Building and plumbing fees	394,710	250,000	500,000	250,000	100.00%	
Sign permit fees	315	200	250	50	25.00%	
Woodstove permits	2,100	1,500	1,340	-160	-10.67%	
Demolition permits	600	200	500	300	150.00%	
Title charge removal fee	191	500	200	-300	-60.00%	
Title search	3,010	500	3,000	2,500	500.00%	
Development permits	57,708	6,000	35,000	29,000	483.33%	
Development variance permits	4,025	3,000	4,000	1,000	33.33%	
Board of Variance fees	800	300	1,000	700	233.33%	
Other	0	0	0	0	0.00%	
	573,558	318,400	634,490	316,090	99.27%	
Cost recovery						
Council	80	0	0	0	0.00%	
Administration	570	0	100	100	0.00%	
Fire	5,528	0	4,500	4,500	0.00%	
Emergency	0	0	0	0	0.00%	
Building	0	0	0	0	0.00%	
Engineering	237	0	200	200	0.00%	
Planning	200	0	200	200	0.00%	
	6,615	0	5,000	5,000	0.00%	
Lease and Rental						
Lease	22,843	22,843	24,870	2,027	8.87%	Agrees to lease back-up and possible new rental
Room rentals	100	0	0	0	0.00%	
	22,943	22,843	24,870	2,027	8.87%	

	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
Investment income						
Interest	141,197	52,000	75,000	23,000	44.23%	
Tax interest and penalties						
Interest	14,228	10,000	13,000	3,000	30.00%	
Penalties	92,357	65,000	75,000	10,000	15.38%	
	106,585	75,000	88,000	13,000	17.33%	
Revenue sharing						
Casino revenue	269,529	200,000	270,000	70,000	35.00%	Offsetting transfer into Reserve Fund
Fire Department						
First Nations	11,250	12,500	12,500	0	0.00%	
Oil tank inspections	945	1,500	1,000	-500	-33.33%	
Hydrant painting	1,565	1,500	2,000	500	33.33%	
	13,760	15,500	15,500	0	0.00%	
Administration						
Deposits in lieu of parkland	153,913	153,000	0	-153,000	-100.00%	
School tax administration fee	5,604	5,350	5,604	254	4.75%	
School District DCC fee	2,031	0	2,030	2,030	100.00%	
	161,548	158,350	7,634	-150,716	-95.18%	
Unconditional Transfers						
Small Community Protection grant	258,616	220,375	317,300	96,925	43.98%	
Traffic Fine revenue sharing	126,492	33,090	65,000	31,910	96.43%	
	385,108	253,465	382,300	128,835	50.83%	
Conditional Transfers						
Street lighting cost sharing	1,652	2,000	1,650	-350	-17.50%	
LWMP grant	0	10,000	10,000	0	0.00%	
JEPP grants	295	0	281	281	100.00%	
West Nile assistance	0	4,288	4,288	0	0.00%	
Emergency Planning grant	0	9,861	13,148	3,287	33.33%	
Tsunami Preparedness grant	0	9,121	9,078	-43	-0.47%	
West Nile (UBCM) grant	0	8,908	8,908	0	0.00%	
Gas Tax Community Works grant	149,273	99,476	149,273	49,797	50.06%	Offsetting transfer into Reserve Fund
Community to Community grant	0	0	0	3,050	100.00%	
Community Response - Crystal Meth grant	7,500	0	0	0	0.00%	
Grant requests submitted to Province						
Local Motion			30,419	30,419	100.00%	Late adjustment
Liquid Waste Management Plan			100,000	100,000	100.00%	Late adjustment
BC Spirit Square			37,500	37,500	100.00%	Late adjustment
MRIF - Community Expansion Plan			11,333	11,333	100.00%	Late adjustment
Tourism grant	32,556	0	0	0	0.00%	
	191,276	143,654	375,878	232,224	161.66%	

Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
Transfers from own reserves and allowances					
From surplus	0	816,473	-626,473	-76.73%	2007 amount equal to 2006 unspent road maintenance
From SPA Reserve	500	0	0	0.00%	
From Affordable Housing Reserve	12,169	0	0	0.00%	
From Community Works Reserve Fund					
For OCP	0	0	50,000	100.00%	This transfer funds a specific expenditure
For DRP	0	0	50,000	100.00%	This transfer funds a specific expenditure
For LWMP	0	0	60,000	100.00%	This transfer funds a specific expenditure
For New Fire Vehicle	0	0	50,000	100.00%	This transfer funds a specific expenditure
From Capital Works Reserve Fund					
For GIS Mapping system	0	0	66,650	100.00%	This transfer funds a specific expenditure
For office furniture for new GIS person	0	0	3,000	100.00%	This transfer funds a specific expenditure
For paving of Whiffin Spit parking lot	0	0	33,000	100.00%	This transfer funds a specific expenditure
From Fire Capital Reserve Fund					
To replace AED equipment	0	0	10,000	100.00%	This transfer funds a specific expenditure
To replace extrication tool	0	0	7,100	100.00%	This transfer funds a specific expenditure
From Casino Reserve Fund					
For Marine Boardwalk	0	0	578,000	100.00%	This transfer funds a specific expenditure
For Townsend Road	0	0	150,000	100.00%	This transfer funds a specific expenditure
	12,669	816,473	1,247,750	431,277	52.82%
Other taxes					
Utility tax 1%	84,557	84,557	89,915	5,358	6.34% Hydro, Telus, Teresan, Shaw - Agrees to back-up
Grants in lieu of taxes	23,464	19,000	25,449	6,449	33.94% Feds, Prov, BCBC - Agrees to back-up
	108,021	103,557	115,364	11,807	11.40%
Total non tax general municipal revenue	2,004,600	2,168,642	3,302,186	1,133,544	52.27%

*District of Sooke
Financial Plan 2007
General Operating Fund*

	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
Salaries and Benefits						
Corporate Services						
Salaries	284,037	237,573	256,772	19,199	8.08%	4 FTE's plus partial year for former CAO
Benefits	51,292	49,705	49,794	89	0.18%	
Finance and Information Technology						
Salaries	181,488	172,023	246,157	74,134	43.10%	3 FTE's plus former Director, new Director, extra help and O/T
Benefits	35,588	38,093	48,653	10,560	27.72%	
Bylaw Enforcement						
Salaries	21,183	27,099	28,308	1,209	4.46%	.5 FTE
Benefits	4,128	4,054	6,602	2,548	62.85%	
Emergency Program						
Salaries	21,183	27,099	28,308	1,209	4.46%	.5 FTE
Benefits	4,127	4,054	6,602	2,548	62.85%	
Inspection Services						
Salaries	132,966	140,449	188,839	48,390	34.45%	3.6 FTE's
Benefits	32,419	29,568	48,218	18,650	63.07%	
Fire Department						
Salaries	199,898	189,279	199,805	10,526	5.56%	3 FTE's
Benefits	41,725	39,707	40,244	537	1.35%	
Engineering						
Salaries	180,603	174,752	232,107	57,355	32.82%	2.5 FTE's plus former Director and new Director
Benefits	35,007	35,233	52,540	17,307	49.12%	
Community Development						
Salaries	154,296	166,671	227,139	60,468	36.28%	4.5 FTE's including new GIS position
Benefits	30,910	31,876	47,086	15,210	47.72%	
Total salaries in general operating fund	1,410,850	1,367,235	1,707,174	339,939	24.86%	

District of Sooke

Property Tax Information

2007

	Assessment Averages				Property Tax Increases			
	2006	2007	Increase	%	2006	2007	Increase	%
Residential	277,615	311,400	33,785	12.17%	695	766	71	10.28%
Utility	27,917	31,700	3,783	13.55%	623	687	64	10.30%
Industrial	223,100	203,140	(19,960)	-8.95%	2,480	2,736	255	10.29%
Business	273,640	324,400	50,760	18.55%	2,597	2,865	268	10.33%
Managed Forest Land	171,272	178,500	7,228	4.22%	2,042	2,252	210	10.31%
Recreational/Non profit	46,237	68,200	21,963	47.50%	229	252	24	10.32%
82 Farm	13,473	13,400	(73)	-0.54%	52	57	5	10.33%

4/4/2007

TAX DOLLARS

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District of Sooke

Property Tax Information

Tax Rates and Ratios 2006 and 2007

	2006 Tax Rate	2006 Tax Ratio	2007 Tax Rate	2007 Tax Ratio
Residential	2.50190	1.00000	2.45979	1.00000
Utility	22.32310	8.92246	21.68499	8.81580
Industrial	11.11830	4.44394	13.46733	5.47500
Business	9.49140	3.79368	8.83309	3.59100
Managed Forest Land	11.92260	4.76542	12.61870	5.13000
Recreational/Non profit	4.94970	1.97838	3.70198	1.50500
Farm	3.84270	1.53591	4.26281	1.73300

**District of Sooke
Financial Plan 2007
Sewer Operating Fund**

**Up to date as of March 27, 2007 and
includes all supplementary approvals**

	Unaudited balances Dec 31/06	Financial Plan 2006	Requested 2007	Change	%	Comments
Expenditures						
Sewer operating costs	344,570	243,757	442,501	198,744	81.53%	Per contract with Epcor
Sewer debt servicing costs	316,624	0	0	0	0.00%	
Debt repayment						
Principal	0	133,068	295,519	162,451	122.08%	Actual cost of MFA debt
Interest	0	235,400	369,013	133,613	56.76%	Actual cost of MFA debt
Special project - properties on roll	0	0	5,000	5,000	100.00%	To confirm all properties are included on the parcel tax roll
Sewer system modeling and study	0	0	20,000	20,000	100.00%	From supplementary approved projects
Municipal Rural Infrastructure grant	0	0	54,000	54,000	100.00%	Late adjustment
Total Operating Expenditures	661,194	612,225	1,186,033	573,808	93.73%	

Revenues						
Parcel taxes	441,540	420,750	920,000	499,250	118.66%	Budgeted at twice 2006 amount plus new accounts
User fees	114,394	120,038	232,700	112,662	93.86%	Budgeted at twice 2006 amount plus new accounts
Municipal Rural Infrastructure grant	0	0	33,333	33,333	100.00%	Late adjustment
Epcor management fee	0	71,437	0	-71,437	-100.00%	
Total Operating Revenues	555,934	612,225	1,186,033	573,808	93.73%	

**District of Sooke
Financial Plan 2007 to 2011
General Operating Fund**

	Page	Financial Plan 2006	2007	2008	2009	2010	2011
Expenditures							
General Government services	2,3	1,078,199	1,167,570	1,203,884	1,230,719	1,268,737	1,319,455
Protective services	4,5,6,7	1,901,413	2,061,066	2,179,051	2,233,527	2,289,365	2,346,599
Engineering services	8	740,015	812,267	675,040	691,041	707,442	724,253
Environmental Health services	9	82,264	85,358	87,492	89,679	91,921	94,219
Development services	10	343,547	503,043	515,302	471,559	473,098	484,926
Recreation and cultural services	11	446,611	451,063	462,340	473,898	485,746	497,889
Fiscal services	12,13	1,128,210	2,288,951	1,400,709	1,522,554	1,634,667	1,747,056
Own expenditures		5,720,259	7,369,318	6,523,817	6,712,977	6,950,976	7,214,397
Transmission of taxes to other agencies	14	5,225,138	5,763,087	6,020,350	6,220,375	6,420,400	6,620,425
Total Operating Expenditures		10,945,397	13,132,405	12,544,167	12,933,352	13,371,376	13,834,822
Revenues							
Sale of services	15	9,400	60,400	10,660	10,927	11,200	11,480
Licenses and permits	15	318,400	634,490	706,252	723,909	742,006	760,556
Cost recovery	15	0	5,000	5,125	5,253	5,384	5,519
Lease and rental	16	22,843	24,870	24,870	24,870	24,870	24,870
Investment income	16	52,000	75,000	76,875	78,797	80,767	82,786
Interest and penalties	16	75,000	88,000	92,000	95,000	98,000	101,000
Revenue sharing	16	200,000	270,000	276,750	283,669	290,760	298,029
Fire department	16	15,500	15,500	15,888	16,285	16,692	17,109
Administration	16	158,350	7,634	7,825	8,020	8,221	8,427
Unconditional transfers	16	253,465	382,300	425,925	468,291	479,998	491,998
Conditional transfers	17	143,654	375,878	172,568	176,882	181,304	185,837
Transfers from own reserves/allowances	17	816,473	1,247,750	300,000	225,000	225,000	225,000
Other taxes	18	103,557	115,364	118,248	121,204	124,234	127,340
Own revenues		2,168,642	3,302,186	2,232,986	2,238,106	2,288,437	2,339,951
Tax collection for other agencies	14	5,225,138	5,763,087	6,020,350	6,220,375	6,420,400	6,620,425
Total before own property taxes		7,393,780	9,065,273	8,253,336	8,458,481	8,708,837	8,960,376
Own general municipal property taxes		3,551,617	4,067,132	4,290,831	4,474,871	4,662,539	4,874,446
Total Operating Revenues		10,945,397	13,132,405	12,544,167	12,933,352	13,371,376	13,834,822
Annual tax increases			14.51%	5.50%	4.29%	4.19%	4.54%

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**District of Sooke
Financial Plan 2007 to 2011
General Operating Fund**

1,025

	Financial Plan 2006	2007	2008	2009	2010	2011
General Government Services						
Council						
Remuneration	68,050	68,534	70,247	72,004	73,804	75,649
Benefits	960	1,060	1,087	1,114	1,142	1,170
Travel/conferences/memberships/education	32,000	25,000	25,625	26,266	26,922	27,595
Dues and subscriptions	500	500	513	525	538	552
Advertising/communications	6,000	3,000	3,075	3,152	3,231	3,311
	107,510	98,094	100,546	103,060	105,637	108,277
Corporate Services						
Salaries	237,573	256,772	263,191	269,771	276,515	283,428
Benefits	49,705	49,794	51,039	52,315	53,623	54,963
Hospitality and meals	1,800	1,800	1,845	1,891	1,938	1,987
Telephone	2,100	2,100	2,153	2,206	2,261	2,318
Special project - Strategic Planning	0	5,000	5,125	5,253	5,384	5,519
Travel/conferences/memberships/education	13,600	8,000	8,200	8,405	8,615	8,831
	304,778	323,466	331,553	339,841	348,338	357,046
Finance and Information Technology						
Salaries	172,023	246,157	252,311	258,619	265,084	271,711
Benefits	38,093	48,653	49,869	51,116	52,394	53,704
Specialty office supplies	1,000	1,000	1,025	1,051	1,077	1,104
Travel/conferences/memberships/education	13,865	8,000	8,200	8,405	8,615	8,831
Banking	1,600	1,800	1,845	1,891	1,938	1,987
Tax adjustments	1,000	1,000	1,025	1,051	1,077	1,104
Tax forms and supplies	5,800	5,800	5,945	6,094	6,246	6,402
Advertising	1,050	1,050	1,076	1,103	1,131	1,159
	234,431	313,460	321,297	329,329	337,562	346,001
Common services - Office						
Telephone	20,000	18,000	18,450	18,911	19,384	19,869
Copy/service charges	7,750	7,750	7,944	8,142	8,346	8,555
Equipment lease/rental	5,800	5,200	5,330	5,463	5,600	5,740
Freight/courier	1,500	1,500	1,538	1,576	1,615	1,656
Postage	7,000	7,000	7,175	7,354	7,538	7,727

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Financial Plan	2006	2007	2008	2009	2010	2011
Office supplies	14,500	14,500	14,863	15,234	15,615	16,005
Subscriptions	1,100	1,100	1,128	1,156	1,185	1,214
Advertising	7,500	9,850	10,096	10,349	10,607	10,873
Records management	4,750	4,750	4,869	4,990	5,115	5,243
Off site storage	500	500	513	525	538	552
Compensation committee	58,780	25,000	35,000	35,875	36,772	37,691
LAN/PC's/Networking/Internet	62,000	80,000	90,000	100,000	110,000	120,000
Common services - Building						
Propane	12,000	13,000	13,325	13,658	14,000	14,350
Water	3,200	3,200	3,280	3,362	3,446	3,532
Electricity	22,800	22,800	23,370	23,954	24,553	25,167
Waste removal	5,000	6,000	6,150	6,304	6,461	6,623
Common services - Building maintenance						
Operating supplies	5,800	5,800	5,945	6,094	6,246	6,402
Contracted maintenance	30,000	25,000	25,625	26,266	26,922	27,595
Other outside services	7,300	6,000	6,150	6,304	6,461	6,623
	277,280	256,950	280,749	295,517	310,405	325,416
Special services						
Recruitment costs - travel	5,000	5,000	5,125	5,253	5,384	5,519
Recruitment costs - advertising	3,500	2,000	2,050	2,101	2,154	2,208
Recruitment - contracted service	0	30,000	10,000	10,000	10,000	10,000
Legal	35,000	35,000	35,875	36,772	37,691	38,633
Audit	15,000	20,000	20,500	21,013	21,538	22,076
Insurance premium	48,000	51,000	52,275	53,582	54,921	56,294
Insurance claims	0	1,500	1,538	1,576	1,615	1,656
Labour relations - consulting	3,500	0	0	0	0	0
Protocol	0	400	410	420	431	442
Elections	9,000	0	10,500	0	0	12,000
Public and government relations	9,500	5,000	5,125	5,253	5,384	5,519
Grants in aid	25,000	25,000	25,625	26,266	26,922	27,595
Christmas Bureau	700	700	718	735	754	773
	154,200	175,600	169,740	162,971	166,795	182,715
Total General Government	1,078,199	1,167,570	1,203,884	1,230,719	1,268,737	1,319,455
Annual percentage increases		8.29%	3.11%	2.23%	3.09%	4.00%

**District of Sooke
Financial Plan 2007 to 2011
General Operating Fund**

1,025

**Financial
Plan**

Protective Services

2011

2010

2009

2008

2007

2006

Policing

Contract with RCMP	1,115,945	1,139,995	1,250,000	1,281,250	1,313,281	1,346,113
Integrated Mobile Crisis Response Team	0	4,682	4,799	4,919	5,042	5,168
Centralized Transportation Support Team	0	4,389	4,499	4,611	4,726	4,845
Community Policing	500	0	0	0	0	0

1,116,445 1,149,066 1,259,298 1,290,780 1,323,050 1,356,126

Bylaw Enforcement

Salaries	27,099	28,308	29,016	29,741	30,485	31,247
Benefits	4,054	6,602	6,767	6,936	7,110	7,287
Office supplies	500	500	513	525	538	552
Vehicle gas and oil	1,500	0	0	0	0	0
Communications	400	400	410	420	431	442
Travel/conferences/memberships/education	1,000	1,000	1,025	1,051	1,077	1,104
Vehicle insurance	750	750	769	788	808	828
Legal fees	2,900	0	0	0	0	0

38,203 37,560 38,499 39,461 40,448 41,459

Emergency Program

Salaries	27,099	28,308	29,016	29,741	30,485	31,247
Benefits	4,054	6,602	6,767	6,936	7,110	7,287
Office supplies	11,450	1,500	1,538	1,576	1,615	1,656
Vehicle gas and oil	1,500	1,000	1,025	1,051	1,077	1,104
EOC radio operations	1,500	1,500	1,538	1,576	1,615	1,656
Communications	800	1,100	1,128	1,156	1,185	1,214
Travel/conferences/memberships/education	1,500	4,000	4,100	4,203	4,308	4,415
JEPP	0	1,772	0	0	0	0
NEPP	2,500	4,000	0	0	0	0
West Nile Virus	4,288	4,288	4,395	4,505	4,618	4,733
Emergency planning	13,148	13,148	13,477	13,814	14,159	14,513
Tsunami preparedness	9,121	9,078	9,305	9,538	9,776	10,020
West Nile Virus (UBCM grant)	8,908	8,908	0	0	0	0

85,868 85,204 72,287 74,094 75,947 77,845

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Financial
Plan
2006

2007 2008 2009 2010 2011

Inspection Services

Salaries	140,449	188,839	193,560	198,399	203,359	208,443
Benefits	29,568	48,218	49,423	50,659	51,926	53,224
Specialty office supplies	5,000	3,000	3,075	3,152	3,231	3,311
Vehicle gas and oil	2,900	2,900	2,973	3,047	3,123	3,201
Travel - monthly operations	1,000	700	718	735	754	773
Travel/conferences/memberships/education	2,500	5,000	5,125	5,253	5,384	5,519
Vehicle insurance	1,100	1,100	1,128	1,156	1,185	1,214

182,517 249,757 256,001 262,401 268,961 275,685

Fire Department
Administration

Salaries	189,279	199,805	204,800	209,920	215,168	220,547
Benefits	39,707	40,244	41,250	42,281	43,338	44,422
Operating supplies	4,000	4,000	4,100	4,203	4,308	4,415
Office supplies	3,350	3,350	3,434	3,520	3,608	3,698
Office equipment leases	3,300	3,300	3,383	3,467	3,554	3,643
Volunteer exchange program	3,000	3,000	3,075	3,152	3,231	3,311
Conferences and education	6,800	7,300	7,483	7,670	7,861	8,058
Hospitality - operating supplies	2,100	2,500	2,563	2,627	2,692	2,760
Insurance premiums	18,500	18,500	18,963	19,437	19,922	20,421
Annual dinner	9,500	9,500	9,738	9,981	10,230	10,486

279,536 291,499 298,786 306,256 313,913 321,760

Firefighters

Duty officer remuneration	11,700	13,000	13,325	13,658	14,000	14,350
First response duty remuneration	10,400	13,000	13,325	13,658	14,000	14,350
Friday worker wages/remuneration	3,000	6,500	6,663	6,829	7,000	7,175
Friday worker benefits	300	300	308	315	323	331
Casual labour	3,500	3,500	3,588	3,677	3,769	3,863
Allowance - contract payment	25,627	30,000	30,750	31,519	32,307	33,114
WCB Benefits	650	650	666	683	700	717
Uniforms and operating supplies	5,000	5,000	5,125	5,253	5,384	5,519

60,177 71,950 73,749 75,592 77,482 79,419

Financial
Plan

2006 2007 2008 2009 2010 2011

Telecommunications						
CREST	24,017	35,140	36,019	36,919	37,842	38,788
Telephone and Data services	5,500	5,500	5,638	5,778	5,923	6,071
Repairs/maintenance/replacement	5,300	5,300	5,433	5,568	5,708	5,850
	<u>34,817</u>	<u>45,940</u>	<u>47,089</u>	<u>48,266</u>	<u>49,472</u>	<u>50,709</u>
Community Education						
Operating supplies	1,000	1,000	1,025	1,051	1,077	1,104
Inspections						
Operating supplies	3,500	4,000	4,100	4,203	4,308	4,415
Training						
Operating supplies	2,500	2,500	2,563	2,627	2,692	2,760
Conferences and education	2,350	2,350	2,409	2,469	2,531	2,594
Audio visual repair and replacement	1,250	1,000	1,025	1,051	1,077	1,104
Training materials	13,500	10,000	10,250	10,506	10,769	11,038
Hazmat equipment and training	0	4,500	4,613	4,728	4,846	4,967
	<u>19,600</u>	<u>20,350</u>	<u>20,859</u>	<u>21,380</u>	<u>21,915</u>	<u>22,463</u>
Vehicle maintenance						
Wages	6,000	6,000	6,150	6,304	6,461	6,623
Benefits	500	500	513	525	538	552
Fuel	13,000	14,640	15,006	15,381	15,766	16,160
Repairs and replacement	5,800	5,800	5,945	6,094	6,246	6,402
Other outside services	2,500	4,000	4,100	4,203	4,308	4,415
	<u>27,800</u>	<u>30,940</u>	<u>31,714</u>	<u>32,506</u>	<u>33,319</u>	<u>34,152</u>
Equipment maintenance						
Operating supplies	15,000	15,000	15,375	15,759	16,153	16,557
Repairs and replacement	4,000	6,000	6,150	6,304	6,461	6,623
SCBA maintenance	0	4,000	4,100	4,203	4,308	4,415
Other outside services	1,950	2,500	2,563	2,627	2,692	2,760
	<u>20,950</u>	<u>27,500</u>	<u>28,188</u>	<u>28,892</u>	<u>29,614</u>	<u>30,355</u>

Financial Plan	2006					
	2007	2008	2009	2010	2011	
	7,500	12,500	12,813	13,133	13,461	13,798
	6,000	7,500	7,688	7,880	8,077	8,279
	5,000	5,000	5,125	5,253	5,384	5,519
	12,500	21,300	21,833	22,378	22,938	23,511
	31,000	46,300	47,458	48,644	49,860	51,107
	478,380	539,479	552,966	566,790	580,960	595,484
	1,901,413	2,061,066	2,179,051	2,233,527	2,289,365	2,346,599
		8.40%	5.72%	2.50%	2.50%	2.50%

**District of Sooke
Financial Plan 2007 to 2011
General Operating Fund**

1.025

	Financial Plan 2006	2007	2008	2009	2010	2011
Engineering Services						
Administration						
Salaries	174,752	232,107	237,910	243,857	249,954	256,203
Benefits	35,233	52,540	53,854	55,200	56,580	57,994
Specialty office supplies	2,000	2,000	2,050	2,101	2,154	2,208
Travel - monthly operations	3,000	2,500	2,563	2,627	2,692	2,760
Travel/conferences/memberships/education	6,000	4,000	4,100	4,203	4,308	4,415
Advertising	275	275	282	289	296	304
Consulting	5,000	5,200	5,330	5,463	5,600	5,740
	226,260	298,622	306,088	313,740	321,583	329,623
Contract services						
LWMP for Drainage and sewage	47,955	60,000	61,500	63,038	64,613	66,229
Road maintenance contract	375,000	166,000	170,150	174,404	178,764	183,233
Boulevard landscape maintenance	3,500	3,500	3,588	3,677	3,769	3,863
Drainage and storm water	10,000	10,000	10,250	10,506	10,769	11,038
Grant submissions - operating			35,000	35,000	35,000	35,000
Local Motion	0	60,838	0	0	0	0
Liquid Waste Management Plan	0	110,000	0	0	0	0
MRIF - Community Area Expansion Plan	0	17,000	0	0	0	0
Contract services	15,000	13,000	13,325	13,658	14,000	14,350
	451,455	440,338	293,813	300,283	306,915	313,713
Street lighting and Traffic control						
Street lighting electricity	48,500	46,000	47,150	48,329	49,537	50,775
Ornamental lighting electricity	2,500	3,500	3,588	3,677	3,769	3,863
Ornamental lighting contracted maintenance	1,950	2,500	2,563	2,627	2,692	2,760
Traffic lights electricity	1,450	3,500	3,588	3,677	3,769	3,863
Crossing guards	5,000	14,907	15,280	15,662	16,053	16,455
	59,400	70,407	72,167	73,971	75,821	77,716
Public Transit						
Bus shelters	2,900	2,900	2,973	3,047	3,123	3,201
	740,015	812,267	675,040	691,041	707,442	724,253
Total Engineering Services						
Annual percentage increases		9.76%	-16.89%	2.37%	2.37%	2.38%

**District of Sooke
Financial Plan 2007 to 2011
General Operating Fund**

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Financial
Plan

Environmental Health Services

2006 2007 2008 2009 2010 2011

Contracts

Animal control 46,174 48,732 49,950 51,199 52,479 53,791
Storm water quality control 36,090 36,626 37,542 38,480 39,442 40,428

82,264 85,358 87,492 89,679 91,921 94,219

Annual percentage increases

3.76% 2.50% 2.50% 2.50%

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*District of Sooke
Financial Plan 2007 to 2011
General Operating Fund*

Development Services	Financial Plan					
	2006	2007	2008	2009	2010	2011
Community Development						
Salaries	166,671	227,139	270,000	276,750	283,669	290,760
Benefits	31,876	47,086	48,263	49,470	50,706	51,974
Specialty office supplies	2,500	5,000	5,125	5,253	5,384	5,519
Travel - monthly operations	1,000	1,000	1,025	1,051	1,077	1,104
Travel/conferences/memberships/education	7,500	10,000	10,250	10,506	10,769	11,038
Advertising and other	15,000	10,000	10,250	10,506	10,769	11,038
Special Project - GIS extra help	0	5,000	5,125	5,253	5,384	5,519
	224,547	305,225	350,038	358,789	367,759	376,953
Other outside services						
Planner consulting contract	1,000	0	0	0	0	0
Mapping contract	43,650	15,000	15,375	15,759	16,153	16,557
OCP update	0	50,000	25,000	0	0	0
Signage review	500	500	513	525	538	552
Zoning bylaw review	4,850	0	0	0	0	0
Downtown revitalization plan	29,000	50,000	20,000	0	0	0
Transportation Plan	0	0	20,000	10,000	0	0
	79,000	115,500	80,888	26,285	16,692	17,109
Economic Development						
Specialty supplies	1,500	1,500	1,538	1,576	1,615	1,656
Park watch program	3,500	5,668	5,810	5,955	6,104	6,256
Initiatives - brochures, etc.	20,000	0	0	0	0	0
EDC/Chamber contract	0	28,150	28,854	29,575	30,314	31,072
EDC 2007 work plan	0	32,000	32,800	33,620	34,461	35,322
Visitor Information Centre	15,000	15,000	15,375	15,759	16,153	16,557
	40,000	82,318	84,376	86,485	88,647	90,864
Total Development Services	343,547	503,043	515,302	471,559	473,098	484,926
Annual percentage increases		46.43%	2.44%	-8.49%	0.33%	2.50%

**District of Sooke
Financial Plan 2007 to 2011
General Operating Fund**

1.025

**Financial
Plan**

Recreation and Cultural Services

2006 2007 2008 2009 2010 2011

Community Parks

Sooke Parks - maintenance and repairs	105,000	105,000	107,625	110,316	113,074	115,900
John Phillips Memorial Park Trust Committee	15,000	0	0	0	0	0

	120,000	105,000	107,625	110,316	113,074	115,900
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Community Services

Library services

Sooke Community Association contract

Sooke Canada Day Society

Need Crisis

Sooke residents in need

Sooke Arts Council

	299,611	318,063	326,015	334,165	342,519	351,082
	18,000	18,000	18,450	18,911	19,384	19,869
	1,000	1,000	1,025	1,051	1,077	1,104
	2,000	2,000	2,050	2,101	2,154	2,208
	6,000	6,000	6,150	6,304	6,461	6,623
	0	1,000	1,025	1,051	1,077	1,104

Total Recreation and Cultural Services

	326,611	346,063	354,715	363,582	372,672	381,989
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	446,611	451,063	462,340	473,898	485,746	497,889
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Annual percentage increases

	1.00%	2.50%	2.50%	2.50%	2.50%	2.50%
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**District of Sooke
Financial Plan 2007 to 2011
General Operating Fund**

	<u>Financial Plan 2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Fiscal Services						
Debt payments						
Annual lease payments	89,825	99,600	99,600	99,600	99,600	99,600
Annual payment - Fire bylaw #91	86,100	86,100	86,100	86,100	86,100	86,100
Annual payment - Silverspray bylaw #240	34,435	0	0	0	0	0
Annual payment - Fire bylaw #242	26,602	48,986	48,986	48,986	48,986	48,986
New Fire Truck - holdback and Fall interest	0	21,600	50,000	50,000	50,000	50,000
	<u>236,962</u>	<u>256,286</u>	<u>284,686</u>	<u>284,686</u>	<u>284,686</u>	<u>284,686</u>

Transfers to own funds						
Fire Equipment Reserve Fund	0	43,260	43,260	43,260	43,260	43,260
Capital Fund	388,592	0	550,000	650,000	750,000	850,000
Council Chamber						
Furniture	0	2,000				
Equipment	0	2,000				
Photos	0	1,200				
Corporate Services						
Records Management equipment and furnitur	0	14,000				
Development Services						
GIS Mapping system	0	66,650				
Public Works Yard						
Building repairs, painting and maintenance	0	7,500				
Building Maintenance						
External lighting and security	0	6,500				
Office furniture for new GIS position	0	3,000				
Fire Department						
New vehicle	0	50,000				
Replace AED equipment	0	10,000				
Extraction tool replacement	0	7,100				

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Financial
Plan
2006

2007 2008 2009 2010 2011

Engineering					
Wheelchair accessible bus stops	0	3,500			
Pave Whiffin Spit parking lot	0	33,000			
Kaltasin foreshore access/Park cleanup	0	10,000			
Crosswalk markings	0	5,000			
Sidewalks - general	0	75,000			
Townsend Road South - reconstruction	0	250,000			
Culvert replacement (2)	0	22,000			
Pedestrian crossing signals (2)	0	10,000			
Golledge Road speed humps	0	3,500			
BC Spirit Square grant request	0	75,000			
Community Development					
John Phillips Memorial Park	0	20,000			
Marine Boardwalk	0	578,000			
Parks Reserve	153,000	0	0	0	0
Casino Reserve	200,000	270,000	276,750	283,669	290,760
SPA Reserve	3,175	3,175	5,000	5,100	5,200
Capital Works Reserve	45,000	45,000	46,000	47,000	48,000
Gas Tax - New Deal Reserve	99,475	149,273	153,005	156,830	160,751
Emergency Road Repair/Snow Removal	0	190,000	0	0	0
Contingency provision	891,248	1,957,665	1,076,023	1,187,868	1,299,981
					1,412,370
	0	75,000	40,000	50,000	50,000
Total Fiscal Services	1,128,210	2,288,951	1,400,709	1,522,554	1,634,667
					1,747,056
Annual percentage increases		102.88%	-38.81%	8.70%	7.36%
					6.88%

**District of Sooke
Financial Plan 2007 to 2011
General Operating Fund**

Transmission of Taxes	Financial Plan 2006	2007	2008	2009	2010	2011
School District	3,350,802	3,603,840	3,700,000	3,800,000	3,900,000	4,000,000
Regional Hospital District	282,344	319,047	330,000	350,000	370,000	390,000
Capital Regional District	1,315,861	1,528,532	1,650,000	1,700,000	1,750,000	1,800,000
BC Assessment Authority	104,357	112,679	115,000	120,000	125,000	130,000
Municipal Finance Authority	282	352	350	375	400	425
BC Transit	171,492	198,637	225,000	250,000	275,000	300,000
	5,225,138	5,763,087	6,020,350	6,220,375	6,420,400	6,620,425
Annual percentage increases		10.30%	4.46%	3.32%	3.22%	3.12%

*District of Sooke
Financial Plan 2007 to 2011
General Operating Fund*

1.025

	Financial Plan					
	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Revenues						
Sale of services						
Zoning and planning books	400	200	205	210	215	221
Financial and tax info services	9,000	10,200	10,455	10,716	10,984	11,259
Sale of land - road closure	0	50,000	0	0	0	0
	9,400	60,400	10,660	10,927	11,200	11,480
Licenses and permits						
Business licenses	3,000	4,000	60,000	61,500	63,038	64,613
ALR Application fees	1,000	400	410	420	431	442
Subdivision fees	40,000	57,600	59,040	60,516	62,029	63,580
Rezoning fees	10,000	25,000	25,625	26,266	26,922	27,595
Delivery vehicle licenses	2,200	2,200	2,255	2,311	2,369	2,428
Building and plumbing fees	250,000	500,000	512,500	525,313	538,445	551,906
Sign permit fees	200	250	256	263	269	276
Woodstove permits	1,500	1,340	1,374	1,408	1,443	1,479
Demolition permits	200	500	513	525	538	552
Title charge removal fee	500	200	205	210	215	221
Title search	500	3,000	3,075	3,152	3,231	3,311
Development permits	6,000	35,000	35,875	36,772	37,691	38,633
Development variance permits	3,000	4,000	4,100	4,203	4,308	4,415
Board of Variance fees	300	1,000	1,025	1,051	1,077	1,104
	318,400	634,490	706,252	723,909	742,006	760,556
Cost recovery						
Council	0	0	0	0	0	0
Administration	0	100	103	105	108	110
Fire	0	4,500	4,613	4,728	4,846	4,967
Emergency	0	0	0	0	0	0
Building	0	0	0	0	0	0
Engineering	0	200	205	210	215	221
Planning	0	200	205	210	215	221
	0	5,000	5,125	5,253	5,384	5,519

	Financial Plan 2006	2007	2008	2009	2010	2011
Lease and Rental Lease	22,843	24,870	24,870	24,870	24,870	24,870
	22,843	24,870	24,870	24,870	24,870	24,870
Investment income Interest	52,000	75,000	76,875	78,797	80,767	82,786
Tax interest and penalties Interest	10,000	13,000	15,000	16,000	17,000	18,000
Penalties	65,000	75,000	77,000	79,000	81,000	83,000
	75,000	88,000	92,000	95,000	98,000	101,000
Revenue sharing Casino revenue	200,000	270,000	276,750	283,669	290,760	298,029
Fire Department	12,500	12,500	12,813	13,133	13,461	13,798
First Nations	1,500	1,000	1,025	1,051	1,077	1,104
Oil tank inspections	1,500	2,000	2,050	2,101	2,154	2,208
Hydrant painting	15,500	15,500	15,888	16,285	16,692	17,109
Administration	153,000	0	0	0	0	0
Deposits in lieu of parkland	5,350	5,604	5,744	5,888	6,035	6,186
School tax administration fee	0	2,030	2,081	2,133	2,186	2,241
School District DCC fee	158,350	7,634	7,825	8,020	8,221	8,427
Unconditional Transfers	220,375	317,300	359,300	400,000	410,000	420,250
Small Community Protection grant	33,090	65,000	66,625	68,291	69,998	71,748
Traffic Fine revenue sharing	253,465	382,300	425,925	468,291	479,998	491,998

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Plan
2006

2007 2008 2009 2010 2011

Conditional Transfers

Street lighting cost sharing					
LWMP grant	2,000	1,650	1,734	1,777	1,821
JEPP grants	10,000	10,000	0	0	0
West Nile assistance	0	281	0	0	0
Emergency Planning grant	4,288	4,288	4,505	4,618	4,733
Tsunami Preparedness grant	9,861	13,148	13,814	14,159	14,513
West Nile (UBCM) grant	9,121	9,078	0	0	0
Gas Tax Community Works grant	8,908	8,908	0	0	0
Grant requests submitted to Province	99,476	149,273	156,830	160,751	164,769
Local Motion		30,419	0	0	0
Liquid Waste Management Plan		100,000	0	0	0
BC Spirit Square		37,500	0	0	0
MRIF - Community Expansion Plan		11,333	0	0	0
	143,654	375,878	172,568	181,304	185,837

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Transfers from own reserves and allowances

From surplus	816,473	190,000	0	0	0
From Community Works Reserve Fund		75,000	75,000	75,000	75,000
For OCP	0	50,000			
For DRP	0	50,000			
For LWMP	0	60,000			
For New Fire Vehicle	0	50,000			
From Capital Works Reserve Fund		50,000	50,000	50,000	50,000
For GIS Mapping system	0	66,650			
For office furniture for new GIS person	0	3,000			
For paving of Whiffin Spit parking lot	0	33,000			
From Fire Capital Reserve Fund		25,000	25,000	25,000	25,000
To replace AED equipment	0	10,000			
To replace extrication tool	0	7,100			
From Casino Reserve Fund		150,000	75,000	75,000	75,000
For Marine Boardwalk	0	578,000			
For Townsend Road	0	150,000			
	816,473	1,247,750	300,000	225,000	225,000

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Financial
Plan
2006

2011

2010

2009

2008

2007

Other taxes

Utility tax 1%

Grants in lieu of taxes

84,557	89,915	92,163	94,467	96,829	99,249
19,000	25,449	26,085	26,737	27,406	28,091
103,557	115,364	118,248	121,204	124,234	127,340

Total non tax general municipal revenue

2,168,642	3,302,186	2,232,986	2,238,106	2,288,437	2,339,951
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Annual percentage increases

52.27%	-32.38%	0.23%	2.25%	2.25%
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**District of Sooke
Financial Plan 2007 to 2011
Sewer Operating Fund**

	Financial Plan 2006	2007	2008	2009	2010	2011
Expenditures						
Sewer operating costs	243,757	442,501	454,985	467,842	481,085	468,326
Sewer debt servicing costs	0	0	0	0	0	0
Debt repayment						
Principal	133,068	295,519	295,519	295,519	295,519	295,519
Interest	235,400	369,013	389,840	389,840	389,840	389,840
Special project - properties on roll	0	5,000	0	0	0	0
Sewer system modeling and study	0	20,000	0	0	0	0
Municipal Rural Infrastructure Grant	0	54,000	0	0	0	0
Transfer to Sewer Reserve Account	0	0	26,656	28,799	30,556	58,315
Total Operating Expenditures	612,225	1,186,033	1,167,000	1,182,000	1,197,000	1,212,000
Revenues						
Parcel taxes	420,750	920,000	930,000	940,000	950,000	960,000
User fees	120,038	232,700	237,000	242,000	247,000	252,000
Epcor management fee	71,437	0	0	0	0	0
Municipal Rural Infrastructure Grant	0	33,333	0	0	0	0
Total Operating Revenues	612,225	1,186,033	1,167,000	1,182,000	1,197,000	1,212,000

