



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE REPORT 18-014

**9:30 a.m.
December 17, 2018
Council Chambers
Hamilton City Hall**

Present: Councillors C. Collins (Chair), M. Wilson (Vice-Chair), A. VanderBeek, B. Johnson, M. Pearson, L. Ferguson, J. Partridge, and B. Clark

Also Present: Councillor T. Whitehead

THE AUDIT, FINANCE AND ADMINISTRATION COMMITTEE PRESENTS REPORT 18-014 AND RESPECTFULLY RECOMMENDS:

1. Appointment of Committee Chair and Vice-Chair (Item 1.1)

- (a) That Councillor C. Collins be appointed as Chair of the Audit, Finance & Administration Committee for 2019.
- (b) That Councillor M. Wilson be appointed as Vice-Chair of the Audit, Finance & Administration Committee for 2019.

2. 2018 Third Quarter Request for Tenders and Proposals Report (FCS18037(b)) (City Wide) (Item 7.2)

That Report FCS18037(b), respecting the 2018 Third Quarter Request for Tenders and Proposals Report, be received.

3. 2018 Third Quarter Emergency and Non-competitive Procurements Report (FCS18038(b)) (City Wide) (Item 7.3)

That Report FCS18038(b), respecting the 2018 Third Quarter Emergency and Non-competitive Procurements Report, be received.

4. Third Quarter Non-compliance with the Procurement Policy Report (FCS18039(b)) (City Wide) (Item 7.4)

That Report FCS18039(b), respecting the Third Quarter Non-compliance with the Procurement Policy Report, be received.

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5. Freedom of Information Quarterly Report (July 1 to September 30) (CL18003(b)) (City Wide) (Item 7.5)

That Report CL18003(b), respecting the Freedom of Information Quarterly Report (July 1 to September 30), be received.

6. 2019 Development Charges Background Study Status Update (FCS18099) (City Wide) (Item 7.6)

That Report FCS18099, respecting the 2019 Development Charges Background Study Status Update, be received.

7. Tax Appeals under Sections 357 and 358 of the Municipal Act, (2001) (FCS18008(c)) (City Wide) (Item 7.7)

(a) That Appendix "A" to AF&A Report 18-014 respecting the Tax Appeals processed under Section 357 of the *Municipal Act, (2001)*, in the amount of \$345,550.74 be approved;

(b) That Appendix "B" to AF&A Report 18-014 respecting the Tax Appeals, due to a Gross or Manifest Clerical Error, Pursuant to Section 358 of the *Municipal Act, (2001)*, in the amount of \$90.59 be approved.

8. Treasurer's Apportionment of Land Taxes (FCS18066(b)) (Wards 2, 11, 12 and 15) (Item 7.8)

(a) That the 2018 land taxes in the amount of \$3,907 for 255-259 Park Street South, Hamilton (Roll #2518 020 138 50410 0000) be apportioned and split amongst the three newly created parcels as set out in Appendix "C" to AF&A Report 18-014;

(b) That the 2017 land taxes in the amount of \$20,366 for 86 Raymond Road, Ancaster, (Roll #2518 140 280 36748 0000), and 90 Raymond Road, Ancaster (Roll #2518 140 280 38370 0000) be apportioned and split amongst the thirty-five newly created parcels as set out in Appendix "C" to AF&A Report 18-014;

(c) That the 2018 land taxes in the amount of \$72,193 for 85 Coreslab Drive, Flamborough (Roll #2518 302 330 62802 0000) be apportioned and split amongst the three newly created parcels as set out in Appendix "C" to AF&A Report 18-014;

(d) That the 2017 land taxes in the amount of \$15,585 for 122 Dundas Street East, Flamborough (Roll #2518 303 330 41400 0000) be apportioned and split amongst the twenty-two newly created parcels as set out in Appendix "C" to AF&A Report 18-014; and,

- (e) That the 2017 land taxes in the amount of \$9,601 for 2-48 Bonhill Boulevard, Glanbrook (Roll #2518 901 130 35805 0000) be apportioned and split amongst the twenty-four newly created parcels as set out in Appendix "C" to AF&A Report 18-014.

9. Procedures for Ward-Specific Funding Initiatives (FCS18014(a)) (City Wide) (Item 10.1)

That Report FCS18014(a) respecting Procedures for Ward-Specific Funding Initiatives, be received.

10. \$110,820,000 Serial Debentures Dated October 1, 2018 and Due October 1, 2019 to 2033 (FCS18095) (Item 10.2)

That Report FCS18095, respecting the \$110,820,000 Serial Debentures Dated October 1, 2018 and Due October 1, 2019 to 2033, be received.

11. Citizen Committee Report - Status of Women Advisory Committee - Transfer from Reserve (SWC18001) (Item 10.3)

That \$1,000 be transferred from the Status of Women Advisory Committee's Volunteer Reserve account to fund the support the dissemination of information related to Women's issues as identified through the Elect More Women Education Workshops that ran from October 2017 to April 2018.

12. 2019 Budget Submission Volunteer Advisory Committee (HUR18021) (City Wide) (Item 10.4)

That the Volunteer Advisory Committee 2019 budget base submission be approved as follows and forwarded to the 2019 budget process (Audit, Finance and Administration Committee):

- (a) Advisory Committee on Immigrant & Refugees in the amount of \$3500.00;
- (b) Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee in the amount of \$4964.00. The LGBTQ committee's 2019 budget request totals \$3964.00 and an additional \$1000.00 is requested from the Committee's 2018 reserve;
- (c) Aboriginal Advisory Committee in the amount of \$3552.00;
- (d) Hamilton Mundialization Committee (HMC) in the amount of \$6390.00. The HMC's 2019 budget request totals \$5890.00 and \$500.00 is requested from the Committee's 2018 reserve fund in order to cover expenses that may arise from twin city visits or related to Mundialization events that arise throughout the year that are unplanned;

- (e) Hamilton Status of Women Committee in the amount of \$5500.00; The SWC 's 2019 budget request totals \$3500.00 and \$2000.00 is requested from the Committee's 2018 reserve fund in order to support the 2019 Women's March and 2019 Women of Distinction Awards; and,
- (f) Committee Against Racism (includes Lincoln Alexander Day Celebration) in the amount of \$15900.00. The Committee Against Racism's 2019 budget request totals \$8900.00 and \$7000.00 is requested from the Committee's 2018 reserve fund in order to provide ongoing support to the Hamilton Anti-Racism Resource Centre and to support anti-racism related community events.

13. Councillor Ward Office Budgets and Policy and Guidelines for Eligible Expenses for Elected Officials (FCS18083(a)) (Item 10.5)

- (a) That the Councillor Ward Office Operating Budgets based on the methodology of staffing, population, number of dwellings and Ward area-specific challenges including post-secondary education student accommodation factor, geographic area factor and inner-city fund as per Appendix "D" to AF&A Report 18-014, be approved;
- (b) That the Councillor Ward Office Operating Budgets of \$3,936,730 be included in the City's 2019 Preliminary Tax Operating Budget and be subject to future budget guidelines;
- (c) That the Policy and Guidelines for Eligible Expenses for Elected Officials: Budget for the Office of the Mayor, Legislative Budget and Councillor Ward Office Budget, as amended, as per Appendix "E" to AF&A Report 18-014, be approved;
- (d) That staff be directed to investigate the Geographic Factor as it relates to the new ward boundaries and report back to the Governance Review Sub-Committee; and,
- (e) That staff be directed to review the Wards represented in the Inner-City Fund and report back to the Governance Review Sub-Committee.

14. 2019 Advance - City Enrichment Fund (GRA18005) (Item 10.6)

- (a) That effective January 1, 2019, an advance of funds be provided to the organizations specified in the attached Appendix "F" to AF&A Report 18-014, and;
- (b) That any outstanding arrears due to the City of Hamilton by the organizations (as shown in the attached Appendix "F" to AF&A Report 18-014 be first applied against the approved grant funding, including advances until the debt is satisfied, prior to that organization receiving the balance of any approved payment.

15. Interview Sub-Committee Appointees to the Audit, Finance & Administration Committee (Item 11.1)

That the following three (3) Councillors be appointed to the Interview Sub-Committee to the Audit, Finance & Administration Committee for the 2018-2022 term of Council:

- (i) Councillor M. Wilson
- (ii) Councillor C. Collins
- (iii) Councillor B. Clark

16. Commercial Relationship Between the City of Hamilton and Century Group Inc. (FCS18100 / LS18060) (City Wide) (Item 14.2)

- (c) That recommendations (a), (b) and (c) be released publicly following approval by Council; and,
- (d) That the contents of Report (FCS18100/LS060) remain confidential.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

The Committee Clerk advised of the follow changes to the agenda:

1. PRIVATE & CONFIDENTIAL

- 14.2 Commercial Relationship Between the City of Hamilton and Century Group Inc. (FCS18100 / LS18060) (City Wide)

The agenda for the December 17, 2018 Audit, Finance and Administration Committee meeting was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

(i) September 24, 2018 (Item 4.1)

The Minutes of the September 24, 2018 meeting of the Audit, Finance and Administration Committee were approved, as presented.

(d) DELEGATION REQUESTS (Item 6)

(i) Les Medeiros, LM Enterprises, respecting the City of Hamilton's Infrastructure Contracts (For a future meeting)

The delegation request from Les Medeiros, LM Enterprises, respecting the City of Hamilton's Infrastructure Contracts, was approved for a future meeting.

(e) CONSENT ITEMS (Item 7)

(i) Minutes of Various Advisory Committees (Item 7.1)

The following minutes from various Advisory Committee meetings, were received as presented:

- (1) Committee Against Racism – July 24, 2018 (Item 7.1(a))
- (2) Committee Against Racism – October 23, 2018 (Item 7.1(b))
- (3) Hamilton Mundialization Committee – September 19, 2018 (Item 7.1(c))
- (4) Hamilton Mundialization Committee – October 17, 2018 (Item 7.1(d))
- (5) Hamilton Status of Women Committee – May 24, 2018 (Item 7.1(e))
- (6) Hamilton Status of Women Committee – September 27, 2018 (Item 7.1(f))
- (7) Lesbian, Gay, Bisexual, Transgender and Queer Advisory Committee – October 18, 2018 (Item 7.1(g))
- (8) Lesbian, Gay, Bisexual, Transgender and Queer Advisory Committee – May 17, 2018 (Item 7.1(h))
- (9) Hamilton Aboriginal Advisory Committee – June 7, 2018 (Item 7.1(i))
- (10) Advisory Committee for Immigrants and Refugees – July 12, 2018 (Item 7.1(j))

(f) DISCUSSION ITEMS (Item 10)

(i) Councillor Ward Office Budgets and Policy and Guidelines for Eligible Expenses for Elected Officials (FCS18083(a)) (City Wide) (Item 10.5)

The recommendations were amended by adding the following subsection:

- (d) *That staff be directed to investigate the Geographic Factor as it relates to the new ward boundaries and report back to the Governance Review Sub-Committee.***

The recommendations were amended by adding the following subsection:

- (e) *That staff be directed to review the Wards represented in the Inner-City Fund and report back to the Governance Review Sub-Committee.*

For disposition of this matter, refer to Item 13.

(g) MOTION (Item 11)

- (i) Interview Sub-Committee Appointees to the Audit, Finance & Administration Committee (Item 11.1)**

The motion was amended by deleting “five (5), and replacing it with “three (3)”, to read as follows:

That the following ~~five (5)~~ **three (3)** Councillors be appointed to the Interview Sub-Committee to the Audit, Finance & Administration Committee for the balance of the 2018-2022 term of Council:

- (i) Councillor M. Wilson
- (ii) Councillor C. Collins
- (iii) Councillor B. Clark

For disposition of this matter, refer to Item 15.

(h) PRIVATE & CONFIDENTIAL (Item 14)

- (i) Closed Session Minutes – September 24, 2018 (Item 14.1)**

- (a) The Closed Session Minutes of the September 24, 2018 Audit, Finance and Administration meeting, were approved as presented; and
- (b) The Closed Session Minutes of the September 24, 2018 Audit, Finance and Administration meeting, remain confidential.

Committee moved into Closed Session respecting Item 14.2, pursuant to Section 8.1, Sub-section (f) of the City's Procedural By-law 18-270, and Section 239(2), Sub-section (f) of the *Ontario Municipal Act*, 2001, as amended, as the subject matter pertains to advice that is subject to solicitor/client privileges, including communications necessary for that purpose.

(ii) Commercial Relationship Between the City of Hamilton and Century Group Inc. (FCS18100 / LS18060) (City Wide) (Item 14.2)

Staff were provided with direction in Closed Session.

For further disposition of this matter, refer to Item 16.

(i) ADJOURNMENT (Item 15)

There being no further business, the Audit, Finance and Administration Committee, adjourned at 11:23 a.m.

Respectfully submitted,

Councillor Collins, Chair
Audit, Finance and Administration
Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk

Section 357 Tax Appeals of the Municipal Act, 2001

<u>Application #</u>	<u>Property Address</u>	<u>Reasons Detailed</u>	<u>Tax Year</u>	<u>Amount</u>
33461	1086 CANNON ST E	Fire Damage	2016	0.00
33165	388 CONCESSION ST	Fire Damage	2016	-1,712.64
33621	110 ESSLING AVE	Fire Damage	2017	-1,744.01
36300	43 FORSYTH AVE S	Now Exempt. Purchased by McMaster	2017	-3,021.05
36297	429-423 BARTON ST E	Repairs or Renovations	2017	-2,471.74
35329	17 JOHN ST N	Classification Change (from Commercial to Residential)	2017	-3,517.47
33711	245 KENORA AVE	Municipal Capital Facility	2017	0.00
33663	23 SOUTHMEADOW CRES	No Value Change as value change due to demolition of structures was addressed via PRAN	2017	0.00
35915	460 HIGHWAY 5 W	Demo	2017	-26.25
35746	388 CONCESSION ST	Damage by fire	2017	-11,048.44
35397	299 FENNEL AVE W	No Value Change (permit was for demo of structure, but structure was never assessed)	2017	0.00
33865	843 MAIN ST E	No Value Change (reduction was processed in app from previous tax year)	2017	0.00
35333	235 REBECCA ST	Repairs or Renovations (61 units were unusable from the 1st-6th floor)	2017	-96,025.59
35328	54 KING ST E	Damage by fire	2017	-1,364.64
35325	235 QUEEN ST S	Demo garage	2017	-263.85
36260	0 UPPER CENTENNIAL PKY	No Value Change (property owned by city)	2017	0.00
36277	282 MACNAB ST N	Classification Change (from Commercial to Residential)	2017	-5,465.44
36288	5 SUNNIDALE ST	No value change (RFR also filed on property which already addressed issues)	2017	0.00
36294	644-646 BARTON ST E	Now Exempt. Purchased by house of worship	2017	-6,139.70
36627	111 TRAYMORE AVE	Now Exempt. Purchased by McMaster	2017	-6,236.35
36626	107 TRAYMORE AVE	Now Exempt. Purchased by McMaster	2017	-5,198.90
36625	103 TRAYMORE AVE	Now Exempt. Purchased by McMaster	2017	-5,454.60
36624	75 TRAYMORE AVE	Now Exempt. Purchased by McMaster	2017	-5,645.62
36303	55 FORSYTH AVE S	Now Exempt. Purchased by McMaster	2017	-3,105.59
36301	47 FORSYTH AVE S	Now Exempt. Purchased by McMaster	2017	-2,841.38
36302	51 FORSYTH AVE S	Now Exempt. Purchased by McMaster	2017	-2,982.28
36299	115 TRAYMORE AVE	Now Exempt. Purchased by McMaster	2017	-3,258.29
36304	99 TRAYMORE AVE	Now Exempt. Purchased by McMaster	2017	-3,630.98
36306	81 TRAYMORE AVE	Now Exempt. Purchased by McMaster	2017	-1,362.77
36628	50 DALEWOOD AVE	Now Exempt. Purchased by McMaster	2017	-6,209.88
36287	56 PRICE AVE	Structure was gutted and renovated	2017	-2,193.89
36291	153 CHEDOKE AVE	Structure was gutted and renovated	2017	-379.50
36296	0 VALLEY RD	No Value Change. (Leased to a tenant farmer so not eligible for Exempt tax class in this tax year)	2017	0.00
36529	51 KEEFER CRT	Property undergoing extensive renovations	2017	-105,416.26
36258	781-785 KING ST E	Fire Damage	2017	-4,326.47
36298	429-423 BARTON ST E	Classification Change (from Commercial to Residential)	2018	-10,520.49

Section 357 Tax Appeals of the Municipal Act, 2001

<u>Application #</u>	<u>Property Address</u>	<u>Reasons Detailed</u>	<u>Tax Year</u>	<u>Amount</u>
36622	22 BRITANNIA AVE	Classification Change (from Commercial to Residential)	2018	-1,551.17
36459	652 IROQUOIS AVE	Demo SFD	2018	-87.64
36292	244 BOWMAN ST	Demo SFD	2018	-611.63
36647	269 HERKIMER ST	Classification Change (from Commercial to Residential)	2018	-757.43
36646	184 PLEASANT AVE	Demo pool	2018	-75.44
36366	336 BARTON ST E	Classification Change (from Commercial to Residential)	2018	-1,144.93
36644	19 KING ST W	No Value Change (change in value handled by app made in previous tax year)	2018	0.00
36282	54-16 NISBET BLVD	Fire Damage	2018	0.00
36643	27 BLACKBURN LANE	Fire Damage	2018	-1,428.94
36293	372 SHERMAN AVE N	Damage by fire	2018	-667.64
36642	6481-6491 DICKENSON RD E	Classification Change (Commercial tax class removed)	2018	-6,772.26
36623	106 FORSYTH AVE N	Now Exempt. Purchased by McMaster	2018	-9,918.20
36295	644-646 BARTON ST E	Now Exempt. Owned by house of worship	2018	-6,408.35
36272	20 REID AVE N	No Value Change due to buildings having negative value. Consistent with 2017 tax app 36055	2018	0.00
36695	55 WELLINGTON ST N	Fire Damage	2018	-320.69
36681	70 NIAGARA ST	Structure was demolished	2018	-924.85
36684	1165 GREEN MOUNTAIN RD	Now Exempt. Purchased by City	2018	-1,626.02
36689	119 WOODHOUSE ST	Now Exempt. Purchased by City	2018	-3,258.38
36648	428 MAIN ST W	Structure was demolished	2018	-4,409.09
36273	608 UPPER JAMES ST	Classification Change (from Commercial to Residential)	2018	-693.05
36267	64 MUNROE ST	Fire Damage	2018	-1,703.42
36645	595 RYMAL RD E	Fire Damage	2018	-1,627.54
			Total	- 345,550.74

City of Hamilton
Corporate Services Department
Taxation Division
Section 358 Tax Appeals of the Municipal Act, 2001

Application	Property Address	Reasons Detailed	Tax Year	Amount
36278	1287 CENTRE RD	Correction to lot size	2016	-46.45
36279	1287 CENTRE RD	Correction to lot size	2017	-44.14
			Total	- 90.59

APPORTIONMENT OF TAXES

That the original land taxes recorded against:

(a) Roll #2518 020 138 50410 0000 – (255-259 Park Street South, Hamilton) in the amount of \$3,907 be split amongst the three newly created lots listed below:

YEAR	ADDRESS	ROLL NUMBER	APPORTIONED ASSESSMENT	TAX AMOUNT
2018	255 Park Street South	2518 020 138 50410 0000	104,661	\$ 1,325
2018	257 Park Street South	2518 020 138 50412 0000	98,262	1,245
2018	259 Park Street South	2518 020 138 50414 0000	105,577	1,337
		Total	308,500	\$3,907

Map identifying 255-259 Park Street South, Hamilton:



(b) Roll #2518 140 280 36748 0000 and 2518 140 280 38370 0000 – (90 Raymond Road, Ancaster) in the amount of \$20,366 be split amongst the thirty-five newly created lots listed below:

YEAR	ADDRESS	ROLL NUMBER	APPORTIONED ASSESSMENT	TAX AMOUNT
2017	90 Raymond Road Unit 1	2518 140 280 38573 0000	55,144	\$ 672
2017	90 Raymond Road Unit 2	2518 140 280 38574 0000	46,719	569
2017	90 Raymond Road Unit 3	2518 140 280 38575 0000	46,719	569
2017	90 Raymond Road Unit 4	2518 140 280 38576 0000	46,719	569
2017	90 Raymond Road Unit 5	2518 140 280 38577 0000	46,719	569
2017	90 Raymond Road Unit 6	2518 140 280 38578 0000	53,803	656
2017	90 Raymond Road Unit 7	2518 140 280 38579 0000	55,348	675
2017	90 Raymond Road Unit 8	2518 140 280 38580 0000	45,953	560
2017	90 Raymond Road Unit 9	2518 140 280 38581 0000	45,570	555
2017	90 Raymond Road Unit 10	2518 140 280 38582 0000	45,953	560
2017	90 Raymond Road Unit 11	2518 140 280 38583 0000	48,059	586
2017	90 Raymond Road Unit 12	2518 140 280 38584 0000	48,059	586
2017	90 Raymond Road Unit 13	2518 140 280 38585 0000	45,762	557
2017	90 Raymond Road Unit 14	2518 140 280 38586 0000	45,762	557
2017	90 Raymond Road Unit 15	2518 140 280 38587 0000	51,123	623
2017	90 Raymond Road Unit 16	2518 140 280 38588 0000	49,591	604
2017	90 Raymond Road Unit 17	2518 140 280 38589 0000	45,762	557
2017	90 Raymond Road Unit 18	2518 140 280 38590 0000	45,762	557
2017	90 Raymond Road Unit 19	2518 140 280 38591 0000	45,762	557
2017	90 Raymond Road Unit 20	2518 140 280 38592 0000	45,762	557
2017	90 Raymond Road Unit 21	2518 140 280 38593 0000	45,762	557
2017	90 Raymond Road Unit 22	2518 140 280 38594 0000	45,762	557
2017	90 Raymond Road Unit 23	2518 140 280 38595 0000	48,059	585

Appendix "C" to Item 8 of AF&A Report 18-014
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2017	90 Raymond Road Unit 24	2518 140 280 38596 0000	53,420	651
2017	90 Raymond Road Unit 25	2518 140 280 38597 0000	46,144	562
2017	90 Raymond Road Unit 26	2518 140 280 38598 0000	46,336	565
2017	90 Raymond Road Unit 27	2518 140 280 38599 0000	45,953	560
2017	90 Raymond Road Unit 28	2518 140 280 38600 0000	51,697	630
2017	90 Raymond Road Unit 29	2518 140 280 38601 0000	46,910	572
2017	90 Raymond Road Unit 30	2518 140 280 38602 0000	45,379	553
2017	90 Raymond Road Unit 31	2518 140 280 38603 0000	45,379	553
2017	90 Raymond Road Unit 32	2518 140 280 38604 0000	45,379	553
2017	90 Raymond Road Unit 33	2518 140 280 38605 0000	45,379	553
2017	90 Raymond Road Unit 34	2518 140 280 38606 0000	45,379	553
2017	90 Raymond Road Unit 35	2518 140 280 38607 0000	54,761	667
		Total	1,671,750	\$20,366

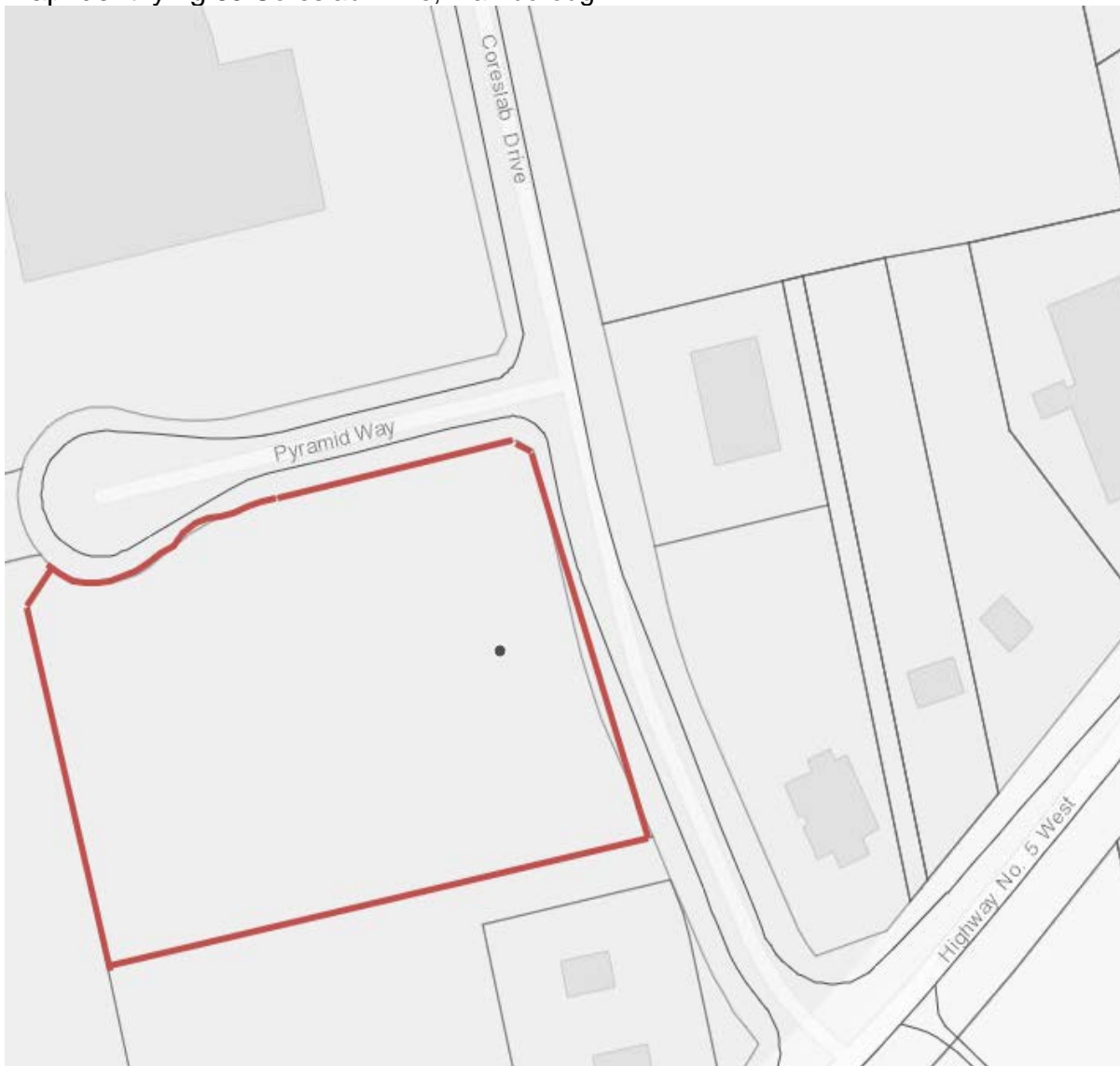
Map identifying 90 Raymond Road, Ancaster:



(c) Roll #2518 302 330 62802 0000 – (85 Coreslab Drive, Flamborough) in the amount of \$72,193 be split amongst the three newly created lots listed below:

YEAR	ADDRESS	ROLL NUMBER	APPORTIONED ASSESSMENT	TAX AMOUNT
2018	85 Coreslab Drive	2518 302 330 62802 0000	817,248	\$ 26,499
2018	0 Pyramid Way	2518 302 330 62804 0000	721,569	23,396
2018	0 Coreslab Drive	2518 302 330 62805 0000	687,683	22,298
		Total	2,226,500	\$72,193

Map identifying 85 Coreslab Drive, Flamborough:



(d) Roll #2518 303 330 41400 0000– (122 Dundas Street East, Flamborough) in the amount of \$15,585 be split amongst the twenty-two newly created lots listed below:

YEAR	ADDRESS	ROLL NUMBER	APPORTIONED ASSESSMENT	PAYMENT AMOUNT
2017	122 Dundas Street E., Unit 1	2518 303 330 41403 0000	59,628	\$ 722
2017	122 Dundas Street E., Unit 2	2518 303 330 41404 0000	57,114	692
2017	122 Dundas Street E., Unit 3	2518 303 330 41405 0000	57,883	702
2017	122 Dundas Street E., Unit 4	2518 303 330 41406 0000	57,883	702
2017	122 Dundas Street E., Unit 5	2518 303 330 41407 0000	59,614	722
2017	122 Dundas Street E., Unit 6	2518 303 330 41408 0000	59,614	722
2017	122 Dundas Street E., Unit 7	2518 303 330 41409 0000	57,883	702
2017	122 Dundas Street E., Unit 8	2518 303 330 41410 0000	57,883	702
2017	122 Dundas Street E., Unit 9	2518 303 330 41411 0000	57,883	702
2017	122 Dundas Street E., Unit 10	2518 303 330 41412 0000	59,614	722
2017	122 Dundas Street E., Unit 11	2518 303 330 41413 0000	59,614	722
2017	122 Dundas Street E., Unit 12	2518 303 330 41414 0000	57,883	702
2017	122 Dundas Street E., Unit 13	2518 303 330 41415 0000	57,883	702
2017	122 Dundas Street E., Unit 14	2518 303 330 41416 0000	57,883	702
2017	122 Dundas Street E., Unit 15	2518 303 330 41417 0000	57,883	702
2017	122 Dundas Street E., Unit 16	2518 303 330 41418 0000	59,614	722
2017	122 Dundas Street E., Unit 17	2518 303 330 41419 0000	58,845	713
2017	122 Dundas Street E., Unit 18	2518 303 330 41420 0000	57,883	702
2017	122 Dundas Street E., Unit 19	2518 303 330 41421 0000	57,883	702
2017	122 Dundas Street E., Unit 20	2518 303 330 41422 0000	57,883	702
2017	122 Dundas Street E., Unit 21	2518 303 330 41423 0000	57,883	702
2017	122 Dundas Street E., Unit 22	2518 303 330 41424 0000	59,614	722
		Total	1,285,750	\$15,585

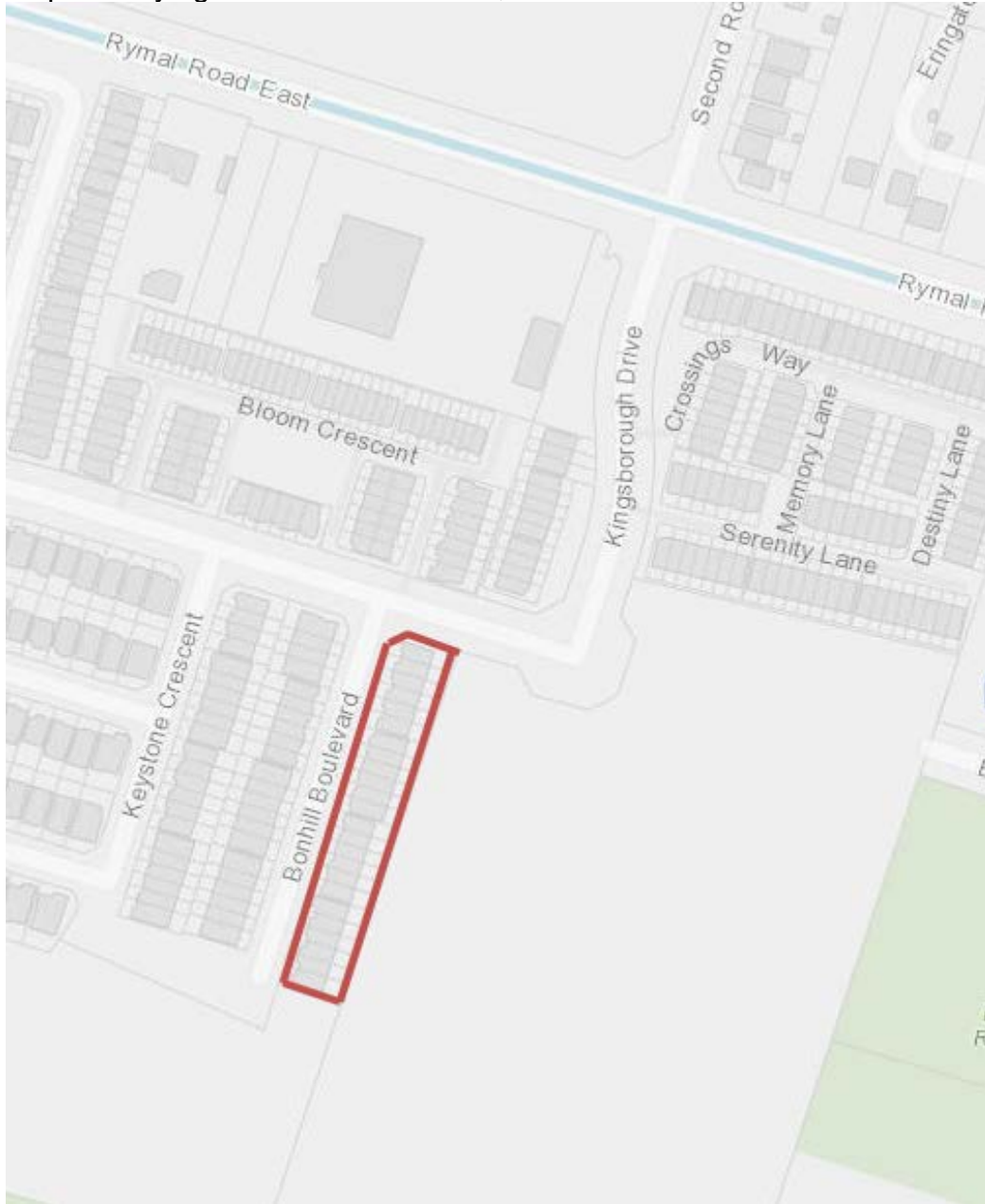
Map identifying 122 Dundas Street East, Flamborough:



(e) Roll #2518 901 130 035805 0000 – (2-48 Bonhill Boulevard, Glanbrook) in the amount of \$9,601 be split amongst the twenty-four newly created lots listed below:

YEAR	ADDRESS	ROLL NUMBER	APPORTIONED ASSESSMENT	TAX AMOUNT
2017	2 Bonhill Boulevard	2518 901 130 35805 0000	36,850	\$ 453
2017	4 Bonhill Boulevard	2518 901 130 35971 0000	32,175	396
2017	6 Bonhill Boulevard	2518 901 130 35972 0000	32,175	396
2017	8 Bonhill Boulevard	2518 901 130 35973 0000	32,175	396
2017	10 Bonhill Boulevard	2518 901 130 35974 0000	32,175	396
2017	12 Bonhill Boulevard	2518 901 130 35975 0000	34,100	419
2017	14 Bonhill Boulevard	2518 901 130 35976 0000	33,550	412
2017	16 Bonhill Boulevard	2518 901 130 35977 0000	31,625	389
2017	18 Bonhill Boulevard	2518 901 130 35978 0000	31,625	389
2017	20 Bonhill Boulevard	2518 901 130 35979 0000	31,625	389
2017	22 Bonhill Boulevard	2518 901 130 35980 0000	31,350	385
2017	24 Bonhill Boulevard	2518 901 130 35981 0000	33,275	409
2017	26 Bonhill Boulevard	2518 901 130 35982 0000	33,275	409
2017	28 Bonhill Boulevard	2518 901 130 35982 0000	31,350	385
2017	30 Bonhill Boulevard	2518 901 130 35984 0000	31,350	385
2017	32 Bonhill Boulevard	2518 901 130 35985 0000	31,350	385
2017	34 Bonhill Boulevard	2518 901 130 35986 0000	31,350	385
2017	36 Bonhill Boulevard	2518 901 130 35987 0000	33,275	409
2017	38 Bonhill Boulevard	2518 901 130 35988 0000	33,825	415
2017	40 Bonhill Boulevard	2518 901 130 35989 0000	32,175	396
2017	42 Bonhill Boulevard	2518 901 130 35990 0000	32,175	396
2017	44 Bonhill Boulevard	2518 901 130 35991 0000	32,175	396
2017	46 Bonhill Boulevard	2518 901 130 35992 0000	32,175	396
2017	48 Bonhill Boulevard	2518 901 130 35993 0000	33,825	415
		Total	781,000	9,601

Map identifying 2-48 Bonhill Boulevard, Glanbrook:



**Methodology for Developing Elected Officials Office Budget
Councillor Ward Office Budget**

OBJECTIVE	This document provides the methodology for developing the Office Budgets for Elected Officials, specifically for Ward Councillors.
EFFECTIVE DATE	This document is effective on December 1, 2018.
BUDGET ITEM	DESCRIPTION
General Comment	Expenses incurred by elected officials, while acting as members of Council, are paid by the City. Appropriate municipal accounting practices apply. The Office Budget covers the calendar year from January 1 to December 31.
Councillor Salary Costs	Salaries for Councillors have been approved by Council and are subject to annual increases in accordance with the City’s policies.
Councillor Benefit Costs	Benefits for Councillors have been approved by Council and are subject to annual increases in accordance with the City’s policies.
Councillor Administrative Assistants Salary Costs	Salaries for Administrative Assistants have been approved by Council and are subject to annual increases in accordance with the City’s policies.
Councillor Administrative Assistants Benefit Costs	Benefit costs for Administrative Assistants have been approved by Council and are subject to annual increases in accordance with the City’s policies.
Administrative Coverage Expenses	Expenses for administrative support to allow for coverage of two weeks of vacation. Additional expenses for administrative coverage for vacations and absences are to be met from the Budget for Discretionary Expenses.
Information Mailings	Expenses for information mailings based on estimated costs for two seasonal information mailings annually allocated based on each ward’s share of households. Budget for 2018 of \$90,000 is expected to increase annually by guideline unless specified otherwise by Council.
Population Factor	Expenses allocated based on each Ward’s share of the City’s population. Rate of \$0.50 for the first 15,000 of population and \$0.75 for the remainder of the Ward population.
Student Accommodation Factor (Post-Secondary Students)	Expenses for constituency work related to students of post-secondary institutions (McMaster University, Mohawk College and Redeemer University College) who are not generally counted in the Census data. These students primarily live in new Wards 1, 8, 10 and 12. Rate of \$0.50 per student which is calculated as a percentage of non-student Ward population with 12% in Ward 1, 12% in Ward 8, 5% in Ward 10 and 7% in Ward 12.

**Methodology for Developing Elected Officials Office Budget
Councillor Ward Office Budget**

BUDGET ITEM (Cont'd)	DESCRIPTION
Geographic Factor	Expenses for the increased commuting costs due to the geographic size of Wards which is shared equally. This is related to old Wards 11 and 14 and with the new Ward boundaries is applicable to Wards 11, 12 and 13. Budget for 2018 of \$2,500 is expected to increase annually by guideline unless specified otherwise by Council.
Inner-City Fund	Expenses for the increased costs of inner-city issues including social services, language barriers, addiction, density of second level lodging homes and residential care facilities for Wards 2, 3, 4 and 5. Budget is shared equally. Budget for 2018 of \$49,704 is expected to increase annually by guideline unless specified otherwise by Council.
Other Discretionary Expenses	Expenses for other discretionary goods and services not included in items above are provided in Appendix “B” to Report FCS18083(a). Budget for 2018 of \$11,421 per Ward is expected to increase annually by guideline unless specified otherwise by Council.

Notes:

1. Prior to the adoption of the new Ward boundaries on December 1, 2018, additional administrative support was approved for Wards 7 and 8 based on their greater than average populations.
2. In an Election year, Councillors generally take office on December 1. Consequently, the annual budget is allocated equally by month resulting in any new Elected Officials having a Ward Office Budget equal to one-twelfth of the annual budget to be used from December 1 to 31.

**Policy and Guidelines For Eligible Expenses for Elected Officials:
Budget for the Office of the Mayor, Legislative Budget
and Councillor Ward Office Budget**

SECTION 1 - POLICY FOR ELIGIBLE EXPENSES FOR ELECTED OFFICIALS

POLICY STATEMENT	Expenses incurred by elected officials, while acting as members of Council, are paid by the City.
APPROVAL	Once Council has approved the annual budget, specific approval of individual expenditures is not required. Elected officials are responsible for monitoring their own budgets through the operating budget variance reporting process.
PURPOSE	This Policy establishes types of expenses, which will be paid by the City from the Council approved budgets. Specific restrictions identify those expenses which will not be paid by the City.
SCOPE	<p>This Policy applies to all expenses incurred annually, unless otherwise noted in this Policy, by the elected officials while conducting official City business and performing their duties as elected officials.</p> <p>Valid municipal expenditures will be paid by the City and should be charged to the correct account, regardless of whether there is a budget for that account. Elected officials are accountable for their expenditures, in aggregate, not by individual account line. This Policy is intended to provide flexibility to elected officials in managing their own budgets and programming.</p> <p>Supporting documentation required for payment for services or goods provided is:</p> <ol style="list-style-type: none"> 1. The original invoice identifying the goods or services and the purpose of the purchase, if not obvious from the invoice, or 2. If there is no invoice, a short description of the good or service and purpose of the purchase is required. <p>Expenses for goods or services of a personal nature are the responsibility of the individual elected official and will not be paid by the City.</p>
CURRENT BUDGET OR OPERATING BUDGET – APPROVAL, MONITORING AND REPORTING	<p>As part of the annual current budget or operating budget, Council establishes a budget for expenses for elected officials.</p> <p>A statement of the expenses and revenues is available to the Councillors on a monthly basis and is reported to Council with the Corporate Operating Budget Variance Reports. Councillors will be required to provide explanations of any variances at the aggregate level in accordance with corporate standards for reporting.</p>

**Policy and Guidelines For Eligible Expenses for Elected Officials:
Budget for the Office of the Mayor, Legislative Budget
and Councillor Ward Office Budget**

<p>CURRENT BUDGET OR OPERATING BUDGET – APPROVAL, MONITORING AND REPORTING (Cont’d)</p>	<p>Current budget expense accounts are intended to cover all expenses incurred by elected officials, while conducting City business or promoting the City, including: expenses related to the management of the elected official’s office; communication with constituents; business entertainment and staff recognition; promotion; local travel; and attendance at functions on City business.</p> <p>Inventories of furniture, fixtures and equipment (FFE) purchased using City budgets are maintained by the Administrative Assistants.</p>
<p>Election Campaign Expenses</p>	<p>Expenses incurred to produce or distribute election campaign literature or materials will not be paid for by the City. In addition, newsletters may not be distributed after August 31 of an election year.</p>
<p>Sponsorship</p>	<p>Expenses related to sponsorships and donations (including the purchase of event tickets) will be paid by the City.</p> <p>Sponsorships / donations are not to be provided for any amounts levied in respect of any tax or user fees. Sponsorships / donations are limited to \$350 per named organization per year.</p> <p>During an election year, sponsorships and donations will not be allowed after August 31 until the day after the election.</p>
<p>CAPITAL RELATED EXPENSES</p>	<p>Expenses for minor capital equipment (office furniture and furnishings, computer and communications equipment) are provided for the Councillors’ reception area and to elected officials’ offices within City Hall.</p> <p>Each elected official is provided with a computer (either desktop, laptop, tablet and / or smartphone) and access to a printer. The Councillors’ administrative assistants and staff in the Office of the Mayor are each provided with a computer and access to a printer in accordance with City standards. Any additional computer equipment may be ordered through the Information Technology Division, Corporate Services Department.</p> <p>When the elected official is no longer in office, capital equipment must be returned to the City per Procurement Policy.</p>
<p>REIMBURSEMENT OF CITY EXPENSES PAID BY PERSONAL ACCOUNTS (HOW TO CLAIM)</p>	<p>Detailed procedures for accessing the City’s PeopleSoft financial system and for submitting incidental expense claims are available from the Financial Services Division, Corporate Services Department.</p>

**Policy and Guidelines For Eligible Expenses for Elected Officials:
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Reimbursement	Requests for reimbursement of out-of-pocket expenses should be submitted by using the Statement of Mileage and Other Expenses Form. Out-of-pocket expenses include items such as business meals and parking. Purchase of tickets to community events should be requested through a Cheque Requisition – payable to the event organization and not through reimbursement requests.
Supporting Documentation	Original receipts and supporting documentation are to be provided with the request for reimbursement indicating: <ol style="list-style-type: none"> 1. the type of expense; 2. date and purpose of event or meeting attended (if applicable); and 3. identification of all individuals whose expenses are being reimbursed. The appropriate account number within the applicable current budget must be provided with the request.
Petty Cash	The receptionist (for the Councillors' offices) and the Mayor's administrative staff are responsible for administering the petty cash for their respective offices in accordance with the corporate procedures for petty cash. Original receipts and supporting documentation must be provided with the request for reimbursement as outlined above.
Cheque Requisition	Goods or services that are not ordered through the City's PeopleSoft financial system (such as registrations, subscriptions, etc.) may be paid for by cheque issued directly to the vendor. A cheque requisition must be submitted to Finance and Administration staff with supporting documentation, as described above.

**Policy and Guidelines For Eligible Expenses for Elected Officials:
Budget for the Office of the Mayor, Legislative Budget
and Councillor Ward Office Budget**

SECTION 2 - GUIDELINES

DESCRIPTION	BUDGET FOR THE OFFICE OF THE MAYOR	LEGISLATIVE BUDGET	WARD BUDGET
Councillor Ward Budget Process and Guidelines	N/A	N/A	<p>The methodology for developing the Councillor Ward Office Budgets is included in a separate document, "Methodology for Developing Elected Officials Office Budget and Ward Councillor Office Budget."</p> <p>Councillors may submit requests for access to the Legislative Contingency Fund to Council for approval during the course of the year.</p> <p>Councillors will be required to reimburse the City for any expenditures exceeding their approved Ward budget.</p>
Office Equipment and Operating Supplies (Note 1)	<p>Office expenses, including all office consumables (stationery, office supplies, organizers, etc.), office accessory items (desk lamps, picture / certificate framing, etc.), letterhead and business cards and purchased publications (maps, magazines, newspapers, etc.)</p> <p>Common office equipment (shredder, fax machine, photocopier in accordance with corporate standards)</p>	<p>Expenses for shared office consumables (stationery, office supplies, etc.).</p> <p>Shared office equipment (shredder, one fax machine, photocopier).</p> <p>Computer hardware (in accordance with corporate standards) for the receptionist.</p>	<p>Office expenses, including all office consumables (stationery, office supplies, organizers, etc.), office accessory items (desk lamps, picture / certificate framing, etc.), letterhead and business cards and purchased publications (maps, magazines, newspapers, etc.)</p> <p>Computer hardware (in accordance with corporate standards) for the Councillors, and all staff of the Councillor's office.</p>
Staffing (Note 2)	Compensation costs for all staff in the Office of the Mayor.	Compensation costs for one shared receptionist and associated vacation coverage.	<p>Compensation costs for all staff in the Councillor's office.</p> <p>Costs of vacation coverage for staff of the Councillor's office.</p>

**Policy and Guidelines For Eligible Expenses for Elected Officials:
 Budget for the Office of the Mayor, Legislative Budget
 and Councillor Ward Office Budget**

DESCRIPTION	BUDGET FOR THE OFFICE OF THE MAYOR	LEGISLATIVE BUDGET	WARD BUDGET
Parking: <ul style="list-style-type: none"> • Parking for elected officials is provided free of charge. • Parking for staff must be obtained or purchased in accordance with the corporate policy for parking. 	Parking expenses for qualifying staff of the Office of the Mayor.		Parking expenses for any qualifying staff of the Councillor's office.
Training / Strategic Planning	Training costs for staff in the Office of the Mayor. Courses that meet the criteria of the City's Tuition reimbursement policy require council approval.	Costs for Council orientation, strategic planning and professional development. Training costs for one shared receptionist.	Training costs for all staff of the Councillor's office. Courses that meet the criteria of the City's Tuition Reimbursement Policy require council approval.

**Policy and Guidelines For Eligible Expenses for Elected Officials:
Budget for the Office of the Mayor, Legislative Budget
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DESCRIPTION	BUDGET FOR THE OFFICE OF THE MAYOR	LEGISLATIVE BUDGET	WARD BUDGET
<p>Communication with Constituents:</p> <p>Expenses incurred in the communication of City and / or ward issues or items of interest to constituents</p>	<p>Eligible expenses include, but are not limited to: mailings (printing, copying, postage, address lists); advertisements and inserts; room rentals; newspaper columns and television appearances; community association memberships; floral tributes or charitable donations in lieu of a floral tribute; greeting cards; etc.</p> <p>Costs of communication lines (telephone, cell phone, fax, Internet) and related services will be paid when the use is for City business.</p>	<p>Costs of one telephone line for the receptionist.</p> <p>Costs of one shared fax line for all Councillors will be paid when the use is for City business</p>	<p>Eligible expenses include, but are not limited to: mailings (printing, copying, postage, address lists); advertisements and inserts; room rentals; newspaper columns and television appearances; community association memberships; floral tributes or charitable donations in lieu of a floral tribute; greeting cards; etc.</p> <p>Costs of all communications lines (telephone, cell phone, fax, Internet) and related services will be paid when the use is for City business</p>
<p>Constituency Office</p>	<p>N/A</p>	<p>N/A</p>	<p>All costs associated with a constituency office outside of City Hall, 71 Main Street West.</p>
<p>Donations</p>	<p>Donations to charitable organizations in lieu of floral tribute for a funeral will be paid by the City.</p>	<p>N/A</p>	<p>Donations to charitable organizations in lieu of floral tribute for a funeral will be paid by the City.</p>

**Policy and Guidelines For Eligible Expenses for Elected Officials:
Budget for the Office of the Mayor, Legislative Budget
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DESCRIPTION	BUDGET FOR THE OFFICE OF THE MAYOR	LEGISLATIVE BUDGET	WARD BUDGET
Promotion	<p>Costs for City souvenir items (mementoes) which are available for distribution at the discretion of the Mayor.</p> <p>Staff of the Office of the Mayor are responsible for maintaining the inventory of these items for the Office of the Mayor.</p>		<p>Costs for City souvenir items (mementoes) are available for distribution at the discretion of the individual Councillor.</p> <p>Staff of the Councillor's Ward Office will be responsible for maintaining the inventory of these items for the Councillors.</p>
Business Entertainment / Staff Recognition	<p>Reasonable expenses associated with the entertainment of business contacts or the recognition of staff, such as business lunches or tickets to events, will be reimbursed when such entertainment is considered to be either necessary for the advancement of the interests of the City, or appropriate as a means of rewarding the efforts of staff. Original receipts and supporting documentation are to be provided as outlined above, and in accordance with the City's Policy for Business travel, seminars and conferences.</p> <p>The purchase of alcohol is strictly prohibited for promotion and entertainment purposes.</p>	N/A	<p>Reasonable expenses associated with the entertainment of business contacts or the recognition of staff, such as business lunches or tickets to events, will be reimbursed when such entertainment is considered to be either necessary for the advancement of the interests of the City, or appropriate as a means of rewarding the efforts of staff. Original receipts and supporting documentation are to be provided as outlined above, and in accordance with the City's Policy for Business travel, seminars and conferences.</p> <p>The purchase of alcohol is strictly prohibited for promotion and entertainment purposes.</p>

**Policy and Guidelines For Eligible Expenses for Elected Officials:
Budget for the Office of the Mayor, Legislative Budget
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DESCRIPTION	BUDGET FOR THE OFFICE OF THE MAYOR	LEGISLATIVE BUDGET	WARD BUDGET
Local Travel Allowance	<p>Mileage and parking for the Mayor for attendance at events and other meetings at locations other than City Hall, 71 Main Street West, Hamilton.</p> <p>Mileage to and from the Mayor's home and City Hall will not be paid by the City.</p>	N/A	<p>Mileage and parking for Councillors for attendance at constituency and other meetings at locations other than City Hall, 71 Main Street West, Hamilton.</p> <p>Mileage to and from the elected official's home and City Hall will not be paid by the City.</p>
Attendance at Functions / Conferences	<p>Expenses incurred to attend functions / conferences on City business, including transportation, parking, registration fees or tickets, meals and accommodation, and incidental expenses (such as tips, etc.) in accordance with the City's Policy for Business Travel, Seminars and Conferences.</p> <p>Original receipts and supporting documentation are to be provided as outlined above.</p> <p>Expenses to attend political fundraisers will be reimbursed if they advance the interests of the City.</p> <p>Only nominal expenses of a spouse or companion will be reimbursed. Nominal expenses are defined as tickets to a dinner or reception.</p>	N/A	<p>Expenses incurred to attend functions / conferences on City business, including transportation, parking, registration fees or tickets, meals and accommodation, and incidental expenses (such as tips, etc.) in accordance with the City's Policy for Business Travel, Seminars and Conferences.</p> <p>Original receipts and supporting documentation are to be as outlined above.</p> <p>Only nominal expenses of a spouse or companion will be reimbursed. Nominal expenses are defined as tickets to a dinner or reception.</p>
	BUDGET FOR THE		

**Policy and Guidelines For Eligible Expenses for Elected Officials:
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DESCRIPTION	OFFICE OF THE MAYOR	LEGISLATIVE BUDGET	WARD BUDGET
Attendance at Functions / Conferences (Cont'd)	Expenses will be reimbursed in accordance with the City's Policy for Business Travel, Seminars and Conferences	Where the elected official is representing the City as a member of a board (excluding local boards such as Police Board), expenses incurred to attend functions and / or conferences related to this membership, as follows: <ul style="list-style-type: none"> • FCM (2 members of Council) • AMO (2 members of Council) • Other (International Children's Games). 	All other expenses incurred to attend functions and / or conferences. Expenses will be reimbursed in accordance with the City's Policy for Business Travel, Seminars and Conferences.
Memberships	N/A	The cost of memberships for Council as a whole (i.e., Federation of Canadian Municipalities, Association of Municipalities of Ontario, etc.).	N/A

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DESCRIPTION	BUDGET FOR THE OFFICE OF THE MAYOR	LEGISLATIVE BUDGET	WARD BUDGET
Meeting Expenses	Expenses for meetings involving staff in the Office of the Mayor.	<p>Expenses for meetings of Council as a whole. The Office of the City Clerk will be responsible for arranging for any refreshments and set up requirements for these meetings and administering this budget allocation.</p> <p>Expenses for meetings of committees established by Council. The Office of the City Clerk will be responsible for arranging for any refreshments and set up requirements for these meetings and administering this budget allocation.</p> <p>Expenses for use of City Hall by community groups. Staff in the Facilities Section of the Public Works Department will be responsible for arranging for any refreshments and set up requirements for these functions and administering this budget allocation.</p>	Expenses for community meetings. These expenses can include meeting room rentals (if applicable), refreshments, preparation and distribution of meeting notices, etc.

**Policy and Guidelines For Eligible Expenses for Elected Officials:
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DESCRIPTION	BUDGET FOR THE OFFICE OF THE MAYOR	LEGISLATIVE BUDGET	WARD BUDGET
Hosting of Conferences with Municipal Subject Content	N/A	Expenses representing contributions to events hosted by organizations with a municipal affiliation as approved by Council.	N/A
Internal Charge-backs or Cost allocations	Expenses related to services provided in-house, such as printing and photocopying, and the purchase of items through the City’s PeopleSoft financial system will be charged to the account number in the budget for the Office of the Mayor provided with the requisition, if required, and no additional reporting is required.	Costs of liability insurance for general public liability, errors and omissions liability, comprehensive crime, and conflict of interest for elected officials	Expenses related to services provided in-house, such as printing, photocopying, office space outside of City Hall (71 Main Street West) and the purchase of items through the City’s PeopleSoft financial system will be charged to the account number in the individual Councillor’s ward budget provided with the requisition, if required, and no additional reporting is required.

Note 1: Office related furniture, fixtures, and equipment (FFE) including electronics purchased or reimbursed from the City Budget must remain the property of the City. An inventory of office related FFE must be maintained and tracked by the Administrative Assistant. At the end of every Council term, the completed list must be submitted to the Office of the City Clerk.

Note 2: Contracts including offers of employment can only be signed by the Mayor and Elected Officials once they are sworn in.

**City Enrichment Fund
Requiring Advance Payments in 2019**

Agency	Advance Payment Schedule for 2019	#of Payments (advance)	2018 Approved Annual Budget *	2019 Advance Payment Amount (Monthly)	2019 Advance Payment Amount (5 Payments)
Art Gallery of Hamilton	1st of each month	5	\$ 1,000,000	\$ 83,333.33	\$ 416,666.67
Theatre Aquarius	1st of each month	5	\$ 255,000	\$ 21,250.00	\$ 106,250.00
Festival of Friends (Hamilton-Wentworth)	1st of each month	5	\$ 90,000	\$ 7,500.00	\$ 37,500.00
Hamilton Philhamonic Orchestra	1st of each month	5	\$ 168,300	\$ 14,025.00	\$ 70,125.00
Brott Music Festival *	1st of each month	5	\$ 142,800	\$ 11,900.00	\$ 59,500.00
91st Highlanders Athletic Assoc	1st of each month	5	\$ 25,388	\$ 2,115.67	\$ 10,578.33
Total			\$ 1,681,488	\$ 140,124.00	\$ 700,620.00

* Does not include one-time enhancements from Reserves