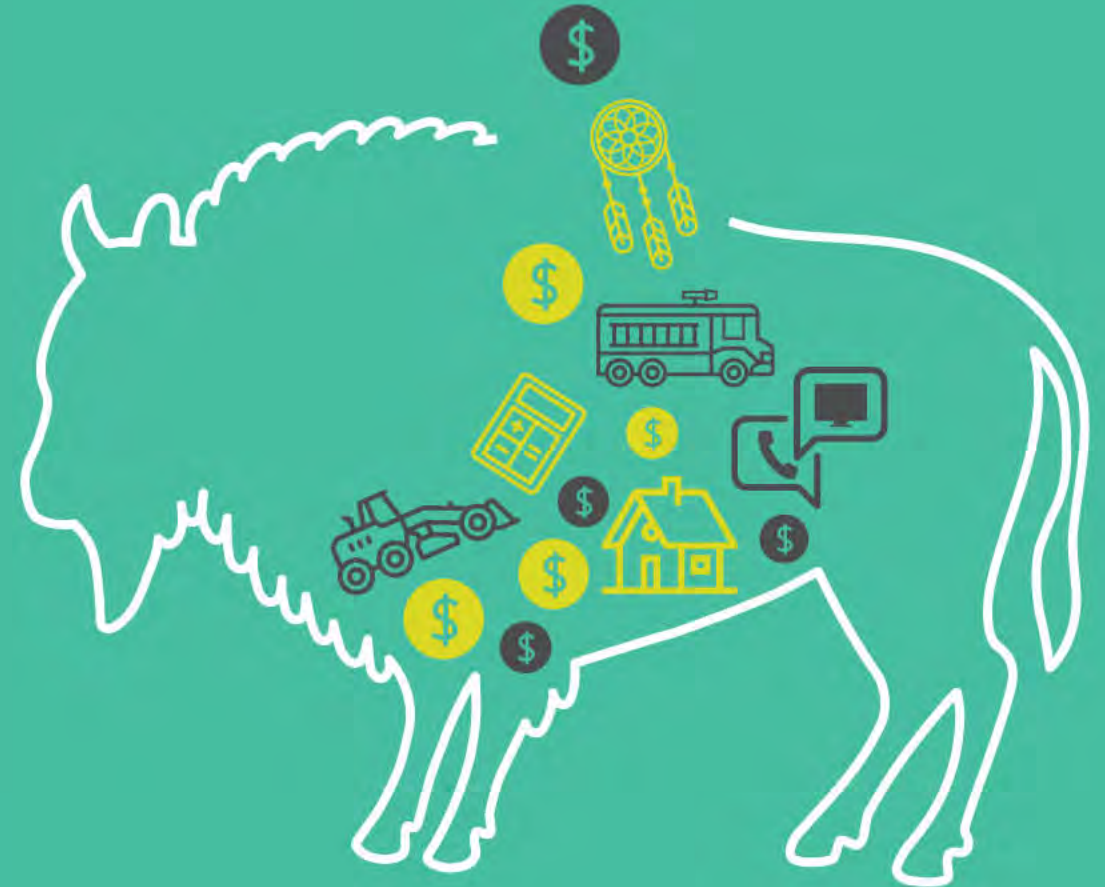


2018 Proposed Capital Budget

Department
Financial Services

Presenter
Linda Ollivier, Director

Date
February 7-10, 2018



2018 Capital Budget Summary – Resourced (Funded)

Major Category	2017 & Prior Budget	2018 Proposed Budget	2019-2023 Plan	Total Budget	Actual as of Sept 30, 2017
Public Facilities	0	15,000	0	15,000	0
Recreation and Culture	-	-	-	-	-
Transportation	-	-	-	-	-
Total	\$ 0	\$ 15,000	\$ 0	\$ 15,000	\$ 0



2018 Capital Project

Project Name:	Envelope Folder/Stuffer		
Reference No:	2	Sponsoring Department:	Financial Services
Description:	<p>The Financial Services Department is requesting a new Inserting/Envelope Folder & Stuffer. The current one is not functioning properly. This piece of equipment is used by the Assessment & Taxation Department, Billing Services and Accounts Receivable. It assists in the processing of Tax Recovery, Mobile Leasing, TIPPS Program, NSF Charge Letters and other correspondence, and most recently, Fire Recovery Rebate Letters. It is expected to fold and stuff approximately 37,500 units annually.</p>		
Major Outcomes:	<p>If the equipment is not purchased, 37,500 units will have to be folded and stuffed by hand by staff or by an outsourced contractor.</p>		
Equipment Purchase	Actual Spent as at September 30, 2017:		\$ 0
2017 & Prior Budget	2018 Budget Request	2019 – 2023 Plan	Total Budget All Years
\$ 0	\$ 15,000	\$ 0	\$ 15,000

2018 Capital Project Features



Envelope Folder/Stuffer

- This equipment is expected to fold and stuff approximately 37,500 units annually and will support the Assessment & Taxation, Billing Services and Accounts Receivable departments.



Questions?