

Christian Senior Citizens Homes Society of N. AB					
Proposed 2019 Budget					
	Actual Jan 01, 2018 to Sept 30, 2018	Budget Jan 01, 2018 to Sept 30, 2018	Budget Jan 01, 2018 to Dec 31, 2018	2019 Proposed Budget	Comments
<b>REVENUE</b>					
<b>Revenue Emmanuel Home</b>					
Rent Revenue	1,756,236	1,756,190	2,345,000	2,417,000	Rent is at approx. 3.0% increase
Resident Services	27,132	18,750	25,000	40,000	
Parking	21,570	15,600	20,800	25,700	Includes 23 stalls in East Wing for 3 months
Guest Suite & Room Rentals	6,795	4,500	6,000	6,000	
Total Revenue - Rentals	1,811,733	1,795,040	2,396,800	2,488,700	
Revenue - Meal	219,732	230,255	307,000	279,000	
Revenue - Store	23,337	22,500	30,000	30,000	
Revenue - Unique Homes Grant	35,861	34,500	46,000	47,800	
Revenue - Misc (Key & Door Cards)	1,505	750	1,000	1,000	
<b>Total Emmanuel Home Revenue</b>	<b>2,092,169</b>	<b>2,083,045</b>	<b>2,780,800</b>	<b>2,846,500</b>	
<b>Society - Revenue</b>					
Society - Membership	8,160	14,700	15,000	11,000	
Society - Membership - No Receipt	2,610	0	0	2,500	
Society - Donations	9,390	13,000	25,000	14,000	
Society Donations - No Receipt	9,508	5,625	7,500	13,000	
Society - Interest Income	3,344	5,250	7,000	150	
Society - Grants	239,250	0	0	0	No grants anticipated for 2019
<b>Total Society Revenue</b>	<b>272,262</b>	<b>38,575</b>	<b>54,500</b>	<b>40,650</b>	
<b>Society Revenue - North Expansion</b>					
Revenue - Expansion CMHC Seed	35,000	0	0	0	
Total Society Revenue - Expansion	35,000	0	0	0	
Society - Expansion Expenses	-2,953,633	0	0	0	
Total Expansion Expenses	-2,953,633	0	0	0	
<b>Revenue - Net Expansion</b>	<b>-2,918,633</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL REVENUE</b>	<b>-554,202</b>	<b>2,121,620</b>	<b>2,835,300</b>	<b>2,887,150</b>	
<b>EXPENSE</b>					

<b>Society Expenses</b>					
Audit Fees	13,706	15,002	20,000	21,000	
Society - Postage & Office Supplies	443	1,125	1,500	1,500	
Society - Grant Purchases	57,193	0	0	0	
Society - Professional & Legal Fee	561	735	1,000	1,000	
Society - Staff Gifts & Appreciation	1,304	1,910	2,500	1,250	
Society - Planning & Development	2,081	2,250	3,000	20,000	Includes Brad Kotowich
Repairs - Replacement Reserve	0	0	0	0	
<b>Society - Total Expenses</b>	<b>75,287</b>	<b>21,022</b>	<b>28,000</b>	<b>44,750</b>	
<b>Payroll Expenses</b>					
Wages - Administration	228,751	236,538	307,500	379,000	2-3% increase for most staff, plus New operations manager
Wages - Kitchen	218,170	217,693	283,000	302,000	
Wages - Recreation	54,874	62,692	81,500	80,000	
Wages - Housekeeping	92,756	94,614	123,000	127,500	
Wages - Maintenance	93,193	98,848	128,500	121,100	
Total Wages	687,745	710,385	923,500	1,009,600	
EI Expense	15,048	15,750	19,500	21,000	
CPP Expense	29,888	29,630	37,000	43,000	
WCB Expense	10,158	11,155	14,500	15,700	
Group Insurance	36,164	34,875	46,500	51,900	
RRSP - CCU	23,900	26,000	35,000	38,400	
Total Employee Benefit Expenses	115,159	117,410	152,500	170,000	
Staff Development	11,233	5,625	7,500	3,000	Darren's education fees are complete as of Dec 2018
Mileage / Parking	15	185	250	250	
<b>Total Payroll Expenses</b>	<b>814,151</b>	<b>833,605</b>	<b>1,083,750</b>	<b>1,182,850</b>	
<b>Emmanuel Home Expenses</b>					
Auto Expenses	7,040	4,875	6,500	10,000	
Advertising & Promotions	1,016	565	750	2,000	
Community Engagement	266	375	500	1,000	
Amortization Expense	294,108	0	0	0	
Bank Charges	238	288	385	325	
Courier/ Postage & Meter Rental	1,734	3,075	4,100	4,100	
Fundraising Expense	3,708	0	0	0	
Electronic Payment Processing Fees	303	360	480	500	
Insurance	34,108	34,950	46,600	48,600	
Internet Service	1,368	1,725	2,300	1,800	
Membership	4,026	6,000	6,000	6,000	

Staff Gifts & Appreciation	2,179	3,980	6,600	6,000	
Miscellaneous	1,578	740	1,000	1,000	
Licences	60	0	225	300	
Store Expenses	0	90	125	125	
Photo Copy Expenses	6,379	6,750	9,000	9,000	
Office Supplies	2,587	2,625	3,500	4,000	
Office Equipment & Repairs	0	600	800	800	
Furniture & Fixtures	101	1,125	1,500	4,200	include new office furniture \$2700
Property Taxes	60,042	60,715	82,000	85,000	
Recreation - Equipment & Supplies	313	1,125	1,500	1,500	
Printing	1,393	2,625	3,500	3,500	
Utilities - Power Water Sewer	154,922	170,255	227,000	210,000	\$57700 Water(includes a 2.5% inc for inflation) and \$135500 for power + \$15710 8760 fee
Utilities - Heating	36,768	45,400	62,000	56,500	As per 8760 projections
Utilities - Telephone	8,307	7,500	10,000	11,800	
Utilities - Cable TV	40,670	39,640	55,000	57,600	Incorporated the increase rates in August 2019
Mortgage East Wing	339,684	356,625	475,500	375,000	* refinanced loan in 07/2018
Mortgage Centre Wing	163,722	163,724	218,300	218,300	
Contingency Reserve Centre Wing	0	0	0	0	
Contingency Reserve All Wings	67,500	67,500	90,000	120,000	include additional \$30,000 for HVAC
Replacement Reserve Centre Win	16,263	16,272	21,700	21,700	
HVAC Emergency	0	22,500	30,000	0	this has been put into the regular contingency amount
Computer Tech Support	2,706	3,000	4,000	7,000	
Computer Software & Hardware	3,413	3,600	4,800	8,000	
<b>Total Emmanuel Home Expense</b>	<b>1,256,502</b>	<b>1,028,604</b>	<b>1,375,665</b>	<b>1,275,650</b>	
<b>Kitchen Expenses</b>					
Kitchen - Groceries	96,894	91,870	122,500	130,000	
Kitchen - Store Groceries	19,504	18,745	25,000	27,500	
Kitchen - Supplies	9,951	8,250	11,000	13,000	
Kitchen - Equipment	287	2,250	3,000	3,000	
Kitchen - Grease Removal	939	1,125	1,500	1,500	
Kitchen - Equipment Maintenance	3,535	2,625	3,500	4,500	
Kitchen - Education (Dietitian)	55	600	800	800	
<b>Total Kitchen Expenses</b>	<b>131,164</b>	<b>125,465</b>	<b>167,300</b>	<b>180,300</b>	
<b>Housekeeping Expenses</b>					
Housekeeping - Supplies	5,638	6,750	9,000	9,000	
Housekeeping - Equipment	0	750	1,000	1,000	
<b>Total Housekeeping Expenses</b>	<b>5,638</b>	<b>7,500</b>	<b>10,000</b>	<b>10,000</b>	

<b>Recreation Income &amp; Expenses</b>					
Recreation - General Revenue	-13,761	0	0	0	
Recreation - Bazaar Rev & Exp	-25	0	0	0	
Recreation - General Expense	10,368	0	0	0	
Recreation - Receipted Donations	-1,660	0	0	0	
Recreation - NR Donations	-488	0	0	0	
<b>Total Recreation Expenses</b>	<b>-5,566</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Maintenance Expense</b>					
Maint. - Landscaping	14,278	15,870	20,600	12,500	Contains Landscaping charges only not sure of inflation
Maint - Snow Removal				10,000	Contains Snow Removal Costs stab in the dark re amount of snow
Maintenance - Elevator	12,111	12,620	17,000	18,500	
Maintenance - Waste Hauling	5,360	6,000	8,000	9,000	
Maintenance - Fire Alarm & Entry	7,747	5,625	7,500	7,500	
Maintenance - Security System	950	1,875	2,500	2,500	
Maintenance - Overhead Door Ser	438	1,500	2,000	2,000	
Maintenance - Intercom Licence	116	150	150	150	
Maintenance - Irrigation System	1,052	1,800	1,800	1,800	
Maintenance - Parafos H2O Treatn	2,675	3,200	3,200	3,200	
Maintenance - Window Cleaning	4,613	10,000	10,000	10,000	
Maintenance - Painting	12,346	8,300	11,000	11,000	
Maintenance - Gen Maint & Repair	27,552	37,500	50,000	50,000	
Maintenance - Flooring	20,778	11,250	15,000	15,000	
Maintenance - HVAC Contract & P	23,560	30,000	40,000	40,000	
<b>Total Maintenance Expenses</b>	<b>133,575</b>	<b>145,690</b>	<b>188,750</b>	<b>193,150</b>	
<b>Home Living Income &amp; Expenses</b>					
HL - Income	-253,414	-235,350	-313,800	-366,300	
HL - Bath Assist & Trays	-1,155	0	0	0	
Total HL Income	-254,569	-235,350	-313,800	-366,300	
HL - Wages	236,127	235,386	306,000	336,000	
HL - CPP	9,439	10,076	13,100	15,300	
HL - EI	5,663	5,383	7,000	7,550	
HL - RRSP	6,300	10,800	14,400	13,200	
HL - Group Insurance	8,597	8,625	11,500	12,500	
HL - WCB Expense	3,750	3,846	5,000	5,100	
HL - Liability Insurance	717	745	1,000	1,050	
HL - Supplies	1,971	1,125	1,500	2,000	
HL - Small Equipment	0	450	600	600	

HL - Office Supplies	52	450	600	600	
HL - Staff Development	636	775	1,000	500	Removed CPR training - need to re add in 2022
Total HL Expenses	273,251	277,661	361,700	394,400	
<b>Net - Home Living (HL)</b>	18,682	42,311	47,900	28,100	
<b>Resident Support</b>					
Resident Support - Income	-23,559	0	0	0	
Resident Support - Wages	18,150	0	0	30,000	
Resident Support - CPP	804	0	0	1,500	
Resident Support - E.I.	430	0	0	750	
Resident Support - RRSP	0	0	0	2,200	
Resident Support Group Insurance	13	0	0	2,980	
Resident Support - WCB Expense	278	0	0	500	
Resident Support - Misc Expenses	3,884	0	0	1,000	
Total Resident Support Expenses	23,559	0	0	38,930	
<b>Net Resident Support</b>	0	0	0	38,930	
<b>Supportive Living Income &amp; Expenses</b>					
SL - Income	-391,419	-388,800	-518,400	-523,500	
SL - Wages	303,820	304,614	396,000	404,000	
SL - CPP Expense	14,157	13,095	15,500	15,900	
SL - EI Expense	6,869	6,700	7,700	7,100	
SL - RRSP	7,200	7,200	9,600	8,400	
SL - Group Insurance	7,320	7,350	9,800	12,500	
SL - WCB	4,666	4,615	6,000	6,000	
SL - Office Supplies	16	750	1,000	1,000	
SL - Telecare	4,426	4,500	6,000	6,500	
SL - Miscellaneous	1,446	1,495	2,000	2,000	
SL - Staff Development	2,767	750	1,000	2,750	
Total SL Expenses	352,685	351,069	454,600	466,150	
<b>Net Supportive Living (SL)</b>	-38,734	-37,731	-63,800	-57,350	
<b>TOTAL EXPENSE</b>	2,390,701	2,166,466	2,837,565	2,896,380	
<b>NET INCOME</b>	-2,944,904	-44,846	-2,265	-9,230	