



City of
Peterborough

TO: Members of the Peterborough Architectural Conservation
Advisory Committee (PACAC)

FROM: Erik Hanson, Heritage Resources Coordinator

MEETING DATE: November 8, 2011

SUBJECT: Report PACAC11-026
PACAC Financial Update

PURPOSE

A report to update the PACAC on the current financial information of the committee for 2011.

RECOMMENDATION

That the PACAC approve the recommendation outlined in Report PACAC11-026, dated November 8, 2011 of the Heritage Resources Coordinator, as follows:

That the PACAC accept Report PACAC11-026 PACAC Financial Update for information.

BUDGET AND FINANCIAL IMPLICATIONS

There are no new budgetary or financial implications associated with the recommendation.

BACKGROUND

At the last meeting, the Committee requested an update on the PACAC Accounts to have a greater understanding of its financial situation when considering new requests.

Appendix A, attached to this report shows the most recent financial summary, transaction details and reserve account balance of the PACAC. The expenses have been billed to the PACAC accounts in accordance with the budget which was approved by the Committee, which is also attached to this report as Appendix B.

Doors Open

Currently, the PACAC has spent \$3,501.06 on Doors Open 2011, which includes the Provincial Registration Fee of \$1,526.40. The PACAC budgeted \$5,000 for Doors Open in 2011.

PACAC Special Projects

The PACAC spent a total of \$950.02 on Jane's Walk Peterborough in 2011. The Committee approved a contribution of \$1,000 to support the program for 2011 as an official sponsor of Jane's Walk Peterborough. See Appendix C, attached.

The Special Projects account funds the Doors Open Consulting fees, which total \$2,120.85 and include the consulting hours of both the regular coordinator of the Doors Open program and the coordinator hired for the day of Doors Open 2011 due to the absence of the regular coordinator.

The Special Projects account also recovers any revenue from past projects that the committee supported through it. In 2011 the Committee has recouped to date \$95.00 from the sale of Walking Tour Guides which are sold at cost to local heritage organizations.

Expenses to date in 2011 (minus revenue) charged to the Special Projects account total \$2,975.85. The PACAC does not include a line in its operating budget for special projects, but considers them on a case by case basis and transfers the total cost of special projects back to operating accounts from the reserve fund at the end of each fiscal year.

PACAC Office Supplies

The PACAC has spent a total of \$75.61 on Office Supplies for 2011, which includes the cost of binders for new members. The PACAC budgeted a total of \$150 for Office Supplies in 2011.

PACAC Memberships & Subscriptions

In 2011, the PACAC spent \$60 on a membership to Community Heritage Ontario. The PACAC budgeted \$60 for this membership.

PACAC Training & Development

The PACAC has spent \$426.75 on Training & Development of its members. The PACAC budgeted \$1,800 for this purpose.

Plaques

The PACAC has spent a total of \$621.10 on plaques as per the approved agreement made with the PACAC and Seven Hills Development Inc. to share the cost of the Turnbull Plaque which was unveiled in September 2011. See Appendix D, attached. The PACAC budgeted \$2,000 for all plaques including designation plaques in the 2011 budget.

The PACAC's Reserve Account balance is \$ 17,707.80.

Submitted by,

Erik Hanson
Heritage Resources Coordinator

Contact Name:
Erik Hanson
Phone: 705-742-7777 Ext. 1489
Fax: 705-748-8824
E-Mail: ehanson@peterborough.ca

Attachments:

Appendix A – PACAC Financial Update
Appendix B – 2011 Budget
Appendix C - Report PACAC11-007 PACAC Participation in Jane's Walks Peterborough
Appendix D – Report PACAC11-020 Turnbull