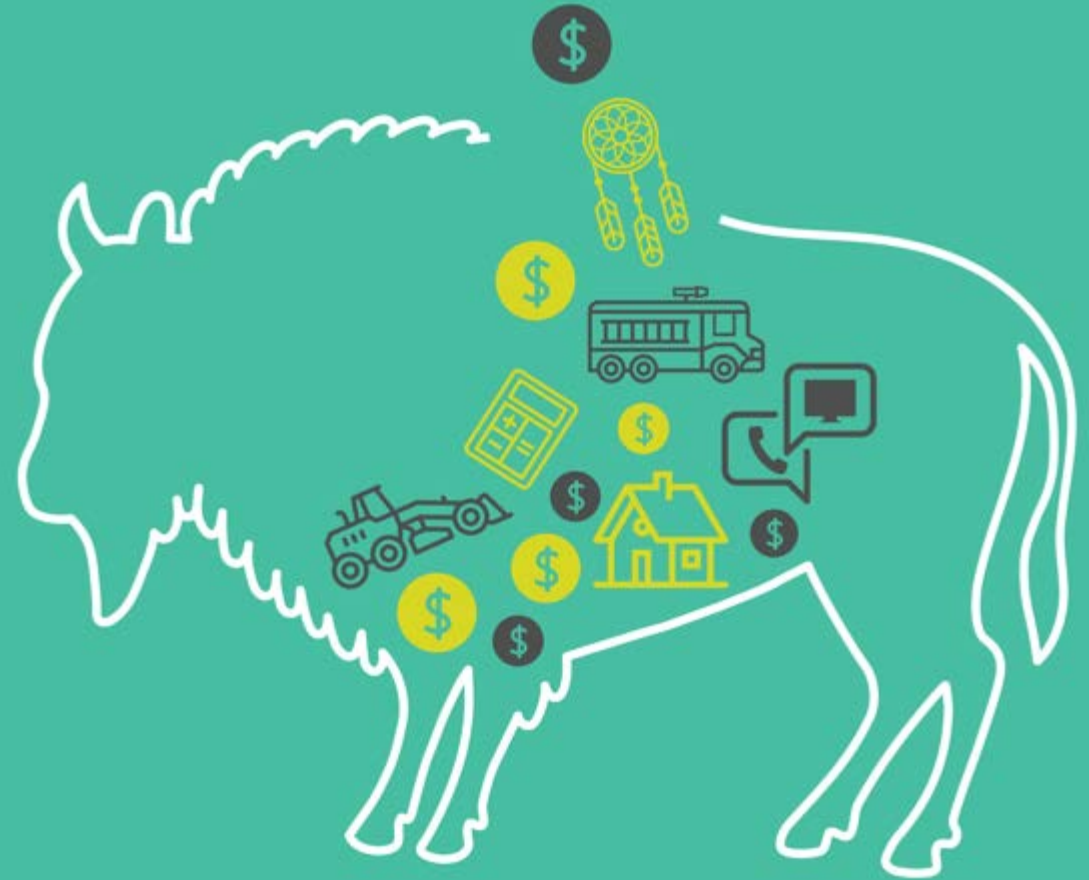


2020 Proposed Operating Budget

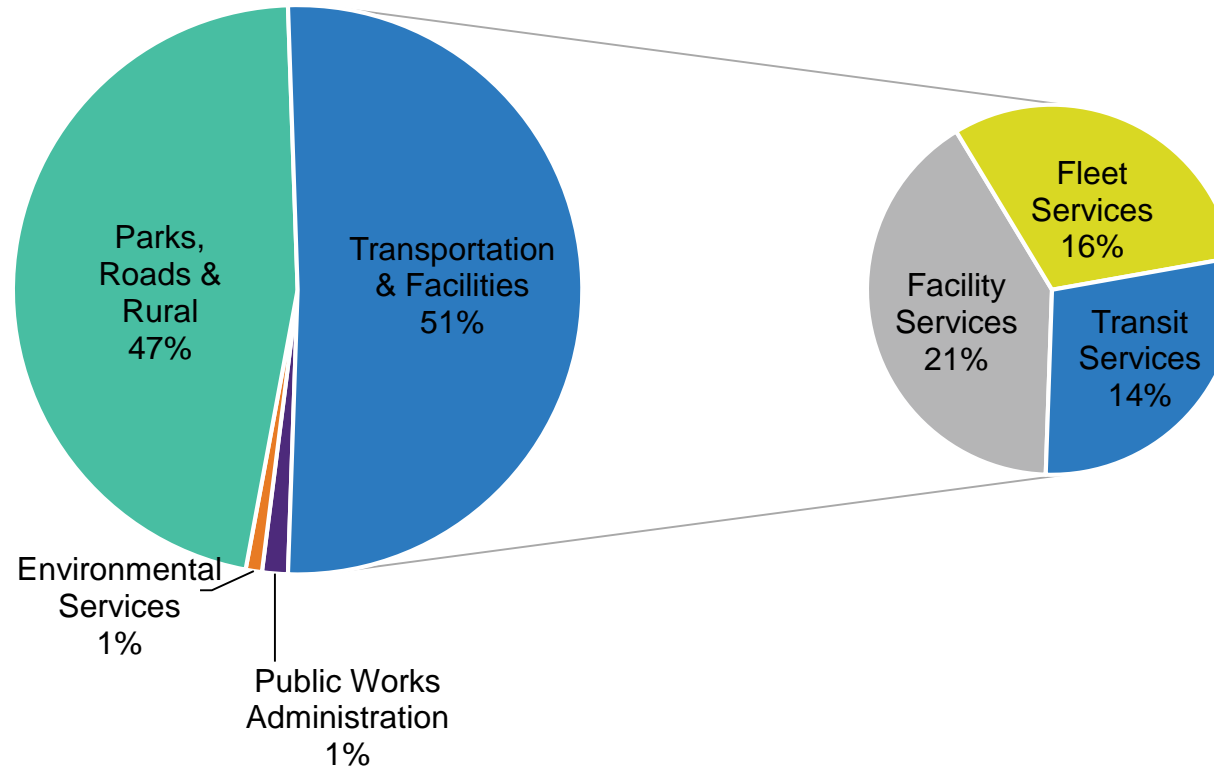
Department
**Public Works –
Transportation & Facilities**

Presenter
Keith Smith

Date
November 27 – November 30, 2019



Transportation & Facilities 2020 Proposed Operating Budget by Programs/Services



Facilities

Facilities

Programs and Services at a Glance

- 41 FTE's
- Facilities is committed to the operation, maintenance, management, use and continued sustainment of more than 270 municipally owned and leased facilities, ranging from administrative buildings to fire halls
- This branch consists of three groups: Space Planning, Building Life Cycle, and Trade Services
- We receive approximately 15,000 Work Orders Annually
- Approximately \$12.2 million dollars spent annually to maintain our facilities and an additional \$12.1 million to operate

Facilities

2020 Proposed Operating Budget

	2019 Budget	2019 Projection	2020 Proposed Budget	Net Change	2021 Plan	2022 Plan
Revenue	52,600	59,600	20,000	(39,600)	20,000	20,000
Expenses	22,293,649	22,028,149	24,163,344	2,135,195	24,646,611	25,139,543
Net	(22,241,049)	(21,968,549)	(24,143,344)	(2,174,795)	(24,626,611)	(25,119,543)

Facilities

2020 Proposed Operating Budget

Programs/Services	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Jubilee Operations	(1,336,560)	(1,186,560)	(1,374,130)	(187,570)
Facility Operations	(4,496,813)	(3,683,213)	(4,620,720)	(937,506)
Facility Planning	(8,721,179)	(9,888,879)	(10,396,784)	(507,905)
Trade Services	(4,733,214)	(4,430,714)	(5,389,609)	(958,894)
Building Life Cycle	(2,118,113)	(2,070,113)	(1,948,710)	121,403
Facility Administration	(835,169)	(709,069)	(413,390)	295,679
Facilities Service	(22,241,049)	(21,968,549)	(24,143,344)	(2,174,795)

Jubilee Operations

Facilities - Details

JUBILEE OPERATIONS - Budget Details

(Pg 1 of 2)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Revenues:	-	-	-	-
Exempt Salary - Regular	-	-	18,566	18,566
CUPE Reg. Wages	-	-	14,073	14,073
Benefit Allocation	-	-	1,583	1,583
EI Expense	-	-	239	239
CPP Expense	-	-	552	552
LAPP Expense	-	-	3,316	3,316
RRSP Expense	-	-	502	502
Salaries Wages and Benefits	-	-	38,830	38,830
Freight Charges	1,000	1,000	-	(1,000)
Mobile Phones	240	240	-	(240)
Other Profess. Services	32,400	32,400	32,400	-

Facilities - Details

JUBILEE OPERATIONS - Budget Details

(Pg 2 of 2)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Gen. Serv.-Contracted	32,000	32,000	1,020,500	988,500
Contr. Bldg-R&M	988,500	838,500	-	(838,500)
Operating Management Fee	282,420	282,420	282,400	(20)
Contracted and General Services	1,336,560	1,186,560	1,335,300	148,740
Expenses:	1,336,560	1,186,560	1,374,130	187,570
NET	(1,336,560)	(1,186,560)	(1,374,130)	(187,570)

Facility Operations

Facilities - Details

FACILITY OPERATIONS - Budget Details

(Pg 1 of 3)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Fees/Charges	48,400	39,400	-	(39,400)
Sales and User Charges	48,400	39,400	-	(39,400)
Revenues:	48,400	39,400	-	(39,400)
Exempt Salary - Regular	59,687	59,687	52,592	(7,095)
CUPE Reg. Wages	710,368	611,368	608,035	(3,334)
CUPE OT Wages	3,550	3,550	-	(3,550)
Meal Allowances	6,000	6,000	-	(6,000)
Benefit Allocation	40,043	40,043	31,001	(9,042)
EI Expense	6,599	6,599	6,934	335
CPP Expense	17,598	17,598	16,597	(1,001)
LAPP Expense	76,236	76,136	64,954	(11,182)
RRSP Expense	1,194	1,194	1,417	223

Facilities - Details

FACILITY OPERATIONS - Budget Details

(Pg 2 of 3)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Salaries Wages and Benefits	921,275	822,175	781,530	(40,646)
Business Travel	1,000	-	7,150	7,150
Job Specific Training	-	2,000	-	(2,000)
Training - Beneficial - Fees	2,400	2,400	-	(2,400)
Mobile Phones	240	240	1,440	1,200
Printing And Binding	375	375	-	(375)
Consultant Fees	60,000	-	354,000	354,000
Security	1,186,723	600,723	774,500	173,777
Gen. Serv.-Contracted	1,297,400	1,228,900	1,676,800	447,900
Janitorial Services	1,033,600	1,033,600	1,018,800	(14,800)
Equipment Rental & Lease	20,000	10,000	-	(10,000)

Facilities - Details

FACILITY OPERATIONS - Budget Details

(Pg 3 of 3)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Contracted and General Services	3,601,738	2,878,238	3,832,690	954,452
Spec. Progr. Supplies	3,800	3,800	-	(3,800)
Safety Equipment	-	-	4,500	4,500
Consumables	2,500	2,500	-	(2,500)
Signs	200	200	-	(200)
Equipment & Furnishing	15,700	15,700	2,000	(13,700)
Materials Goods Supplies and Utilities	22,200	22,200	6,500	(15,700)
Expenses:	4,545,213	3,722,613	4,620,720	898,106
NET	(4,496,813)	(3,683,213)	(4,620,720)	(937,506)

Facility Planning

Facilities - Details

FACILITY PLANNING - Budget Details

(Pg 1 of 3)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Revenues:	-	-	-	-
Exempt Salary - Regular	51,160	53,160	43,827	(9,333)
CUPE Reg. Wages	411,913	409,913	417,267	7,354
CUPE OT Wages	6,000	6,000	-	(6,000)
Meal Allowances	120	120	-	(120)
Benefit Allocation	24,080	24,080	21,632	(2,447)
EI Expense	4,009	4,009	4,802	794
CPP Expense	10,690	10,690	11,720	1,031
LAPP Expense	45,844	45,544	45,325	(219)
RRSP Expense	1,023	2,023	1,181	(843)
Salaries Wages and Benefits	554,839	555,539	545,754	(9,784)
Business Travel	1,500	-	3,900	3,900

Facilities - Details

FACILITY PLANNING - Budget Details

(Pg 2 of 3)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Freight Charges	1,000	1,000	-	(1,000)
Postage	1,200	1,200	-	(1,200)
Mobile Phones	240	240	240	-
Printing And Binding	4,000	4,000	-	(4,000)
Consultant Fees	30,000	105,000	20,000	(85,000)
Gen. Serv.-Contracted	216,500	300,000	260,500	(39,500)
Contr. Bldg-R&M	18,000	18,000	-	(18,000)
Contracted and General Services	272,440	429,440	284,640	(144,800)
Natural Gas	1,582,000	1,732,000	1,978,000	246,000
Propane	258,100	508,100	163,000	(345,100)
Heating Oil	720,300	820,300	585,000	(235,300)

Facilities - Details

FACILITY PLANNING - Budget Details

(Pg 3 of 3)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Electricity	5,055,000	5,500,000	6,437,390	937,390
Water & Sewage	234,000	234,000	240,000	6,000
Equipment & Furnishing	44,500	109,500	163,000	53,500
Materials Goods Supplies and Utilities	7,893,900	8,903,901	9,566,390	662,489
Expenses:	8,721,179	9,888,879	10,396,784	507,905
NET	(8,721,179)	(9,888,879)	(10,396,784)	(507,905)

Trade Services

Facilities - Details

TRADE SERVICES - Budget Details

(Pg 1 of 4)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Other Government Sales	4,200	20,200	20,000	(200)
Sales to Other Governments	4,200	20,200	20,000	(200)
Revenues:	4,200	20,200	20,000	(200)
Exempt Salary - Regular	83,115	83,115	294,781	211,666
CUPE Reg. Wages	2,958,753	2,755,753	3,181,236	425,483
CUPE OT Wages	198,000	198,000	250,000	52,000
CUPE Stand-By	30,000	30,000	7,500	(22,500)
CUPE Shift Differential	1,000	1,000	2,400	1,400
Meal Allowances	2,000	2,000	6,900	4,900
Benefit Allocation	158,177	158,177	161,431	3,254
EI Expense	23,035	23,035	31,564	8,529
CPP Expense	61,427	61,427	70,487	9,060

Facilities - Details

TRADE SERVICES - Budget Details

(Pg 2 of 4)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
LAPP Expense	301,145	309,145	338,237	29,092
RRSP Expense	1,662	1,662	7,933	6,271
Salaries Wages and Benefits	3,818,314	3,623,314	4,352,469	729,154
Business Travel	24,600	20,100	21,000	900
Training - Mandatory - Fees	-	-	10,400	10,400
Freight Charges	3,000	3,000	3,000	-
Postage	100	100	1,000	900
Mobile Phones	4,800	4,800	6,240	1,440
Printing And Binding	500	500	500	-
Gen. Serv.-Contracted	150,000	140,000	134,300	(5,700)
Contr. Bldg-R&M	241,000	191,000	204,000	13,000
Fire Extinguisher R&M	2,000	2,000	2,000	-

Facilities - Details

TRADE SERVICES - Budget Details

(Pg 3 of 4)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Contr. Veh. Mech. R&M	15,000	3,000	4,000	1,000
Equipment Rental & Lease	22,000	12,000	10,000	(2,000)
Licenses & Permits	1,300	1,300	3,600	2,300
Contracted and General Services	464,300	377,800	400,040	22,240
Protective Apparel	39,600	39,600	-	(39,600)
Consumables	3,000	3,000	13,800	10,800
Consum - Small Tools	10,200	5,200	16,300	11,100
Mechanical Supplies	102,000	92,000	168,000	76,000
Carpentry Supplies	100,000	80,000	144,000	64,000
Plumbing Supplies	75,000	75,000	135,000	60,000
Electrical Supplies	120,000	150,000	174,000	24,000

Facilities - Details

TRADE SERVICES - Budget Details

(Pg 4 of 4)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Equipment & Furnishing	5,000	5,000	6,000	1,000
Materials Goods Supplies and Utilities	454,800	449,800	657,100	207,300
Expenses:	4,737,414	4,450,914	5,409,609	958,694
NET	(4,733,214)	(4,430,714)	(5,389,609)	(958,894)

Building Life Cycle

Facilities - Details

BUILDING LIFE CYCLE - Budget Details

(Pg 1 of 2)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Revenues:	-	-	-	-
Exempt Salary - Regular	201,298	205,298	171,233	(34,065)
CUPE Reg. Wages	422,202	418,202	408,128	(10,073)
CUPE OT Wages	7,200	7,200	3,600	(3,600)
Meal Allowances	756	756	420	(336)
Benefit Allocation	32,422	32,422	27,665	(4,757)
EI Expense	4,539	4,539	4,942	403
CPP Expense	12,104	12,104	12,443	340
LAPP Expense	61,726	63,126	57,964	(5,162)
RRSP Expense	4,026	5,026	4,495	(531)
Salaries Wages and Benefits	746,273	748,673	690,890	(57,783)
Business Travel	6,400	-	2,600	2,600

Facilities - Details

BUILDING LIFE CYCLE - Budget Details

(Pg 2 of 2)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Mobile Phones	1,440	1,440	720	(720)
Printing And Binding	-	-	500	500
Consultant Fees	200,000	220,000	150,000	(70,000)
Gen. Serv.-Contracted	1,164,000	1,100,000	1,104,000	4,000
Contracted and General Services	1,371,840	1,321,440	1,257,820	(63,620)
Expenses:	2,118,113	2,070,113	1,948,710	(121,403)
NET	(2,118,113)	(2,070,113)	(1,948,710)	121,403

Facility Administration

Facilities - Details

FACILITY ADMINISTRATION - Budget Details

(Pg 1 of 2)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Revenues:	-	-	-	-
Exempt Salary - Regular	406,047	330,047	245,407	(84,640)
CUPE Reg. Wages	271,149	220,149	98,618	(121,531)
CUPE OT Wages	750	750	-	(750)
Benefit Allocation	35,214	35,214	16,522	(18,693)
EI Expense	5,508	5,508	2,855	(2,653)
CPP Expense	14,688	14,688	6,584	(8,104)
LAPP Expense	67,042	68,542	34,617	(33,926)
RRSP Expense	8,121	12,121	6,628	(5,493)
Salaries Wages and Benefits	808,519	687,019	411,230	(275,789)
Business Travel	5,100	500	1,200	700
Conference Travel	600	600	-	(600)

Facilities - Details

FACILITY ADMINISTRATION - Budget Details

(Pg 2 of 2)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Training - Mandatory - Fees	15,290	15,290	-	(15,290)
Training - Beneficial - Fees	400	400	-	(400)
Freight Charges	200	200	-	(200)
Mobile Phones	2,160	2,160	960	(1,200)
Contracted and General Services	23,750	19,150	2,160	(16,990)
Consumables	2,400	2,400	-	(2,400)
Equipment & Furnishing	500	500	-	(500)
Materials Goods Supplies and Utilities	2,900	2,900	-	(2,900)
Expenses:	835,169	709,069	413,390	(295,679)
NET	(835,169)	(709,069)	(413,390)	295,679

Fleet

Fleet

Programs and Services at a Glance

- 49 FTE's
- Fleet Services provides procurement and maintenance for vehicles and equipment used by municipal departments, with the exception of Regional Emergency Services
- Approximately 800 vehicles and equipment/attachment's consisting of Light and Heavy Duty including Transit
- Responsible for Fuel Management and the Administration of the AVL System

Fleet

2020 Proposed Operating Budget

	2019 Budget	2019 Projection	2020 Proposed Budget	Net Change	2021 Plan	2022 Plan
Revenue	50,000	50,000	50,000	0	50,000	50,000
Expenses	18,059,087	18,407,587	18,325,533	(82,054)	18,692,044	19,065,885
Net	(18,009,087)	(18,357,587)	(18,275,533)	82,054	(18,642,044)	(19,015,885)

Fleet - Details

FLEET SERVICES - Budget Details

(Pg 1 of 4)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Insurance Recovery - Claims	50,000	50,000	50,000	-
Sales and User Charges	50,000	50,000	50,000	-
Revenues:	50,000	50,000	50,000	-
Exempt Salary - Regular	613,197	623,197	743,008	119,811
CUPE Reg. Wages	6,042,926	6,033,926	5,853,924	(180,002)
CUPE OT Wages	150,000	600,000	600,000	-
CUPE Shift Differential	-	40,000	40,000	-
CUPE Statutory Pay	-	-	100,000	100,000
Meal Allowances	4,000	1,000	-	(1,000)
Benefit Allocation	346,119	346,119	314,055	(32,063)
EI Expense	49,215	49,215	58,341	9,126

Fleet - Details

FLEET SERVICES - Budget Details

(Pg 2 of 4)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
CPP Expense	131,240	131,240	133,556	2,316
LAPP Expense	658,956	701,456	658,020	(43,436)
RRSP Expense	12,264	16,264	19,828	3,564
Salaries Wages and Benefits	8,007,917	8,542,417	8,520,733	(21,684)
Business Travel	12,000	6,000	12,000	6,000
Conference Registration	3,000	3,000	-	(3,000)
Training - Mandatory - Fees	3,000	3,000	-	(3,000)
Training - Beneficial - Fees	1,800	1,800	-	(1,800)
Freight Charges	95,000	95,000	95,000	-
Mobile Phones	5,520	5,520	5,500	(20)
Printing And Binding	20,000	20,000	30,000	10,000
Computer Software	250,000	250,000	300,000	50,000

Fleet - Details

FLEET SERVICES - Budget Details

(Pg 3 of 4)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Gen. Serv.-Contracted	100,000	50,000	100,000	50,000
Contr. Veh. Mech. R&M	1,500,000	2,000,000	1,850,000	(150,000)
Ground Engaging Tools	350,000	350,000	350,000	-
Licenses & Permits	10,000	10,000	11,000	1,000
Damage Claims & Settlements	150,000	20,000	20,000	-
Contracted and General Services	2,500,320	2,814,320	2,773,500	(40,820)
Protective Apparel	5,850	5,850	6,300	450
Fuels & Lubes	5,000,000	4,800,000	4,800,000	-
Tire	375,000	375,000	375,000	-
Equipment	2,000,000	1,700,000	1,700,000	-

Fleet - Details

FLEET SERVICES - Budget Details

(Pg 4 of 4)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Consumables	125,000	125,000	105,000	(20,000)
Consum - Small Tools	45,000	45,000	45,000	-
Materials Goods Supplies and Utilities	7,550,850	7,050,850	7,031,300	(19,550)
Expenses:	18,059,087	18,407,587	18,325,533	(82,054)
NET	(18,009,087)	(18,357,587)	(18,275,533)	82,054

Transit

Transit

Programs and Services at a Glance

- 132 FTE's
- Transit Services provides a safe, reliable and affordable means of travel within the region; linking a community together
- We offer three types of public transportation for our residents - Conventional, Specialized and Rural
- Approximately 4100 residents utilize our conventional services each and every day

Transit

2020 Proposed Operating Budget

	2019 Budget	2019 Projection	2020 Proposed Budget	Net Change	2021 Plan	2022 Plan
Revenue	1,445,305	1,548,305	1,458,000	(90,305)	1,458,000	1,458,000
Expenses	19,347,585	18,467,060	18,242,035	(225,025)	18,606,876	18,979,014
Net	(17,902,280)	(16,918,755)	(16,784,035)	134,720	(17,148,876)	(17,521,014)

Transit - Details

TRANSIT SERVICES - Budget Details

(Pg 1 of 5)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Transit Fares	517,045	517,045	531,000	13,955
Multiple Ride Pass Sales	99,465	99,465	102,000	2,535
Adult Transit Pass Sales	151,577	181,577	185,000	3,423
Transit Advertising	110,000	110,000	-	(110,000)
Student Transit Pass Sales	526,997	599,997	600,000	3
Charter Transit Services Revenue	7,000	7,000	7,000	-
Fees/Charges	18,221	18,221	18,000	(221)
Cost Reimbursement	15,000	15,000	15,000	-
Sales and User Charges	1,445,305	1,548,305	1,458,000	(90,305)
Revenues:	1,445,305	1,548,305	1,458,000	(90,305)
Exempt Salary - Regular	2,694,064	2,215,064	2,320,734	105,670

Transit - Details

TRANSIT SERVICES - Budget Details

(Pg 2 of 5)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Exempt OT Salary	30,000	30,000	50,000	20,000
CUPE Reg. Wages	95,309	97,309	98,618	1,309
CUPE OT Wages	1,000	1,000	1,000	-
Transit Wages - Regular	11,946,322	11,946,322	11,527,783	(418,539)
Transit OT Wages	300,000	400,000	300,000	(100,000)
Transit Stat Pay	215,000	215,000	218,382	3,382
Benefit Allocation	658,739	547,739	623,570	75,830
EI Expense	135,065	134,065	151,462	17,397
CPP Expense	360,173	357,173	366,586	9,413
LAPP Expense	1,470,780	1,361,780	1,359,839	(1,941)
RRSP Expense	53,881	62,881	60,847	(2,034)
Salaries Wages and Benefits	17,960,335	17,368,335	17,078,821	(289,514)

Transit - Details

TRANSIT SERVICES - Budget Details

(Pg 3 of 5)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Training - Mandatory - Fees	8,525	-	-	-
Freight Charges	5,000	1,000	5,000	4,000
Postage	250	250	250	-
Mobile Phones	5,000	5,000	5,000	-
Printing And Binding	100,000	60,000	30,000	(30,000)
Driver's License Medical	5,000	5,000	5,000	-
Gen. Serv.-Contracted	505,000	465,000	579,000	114,000
Contr. Bldg-R&M	5,000	5,000	5,000	-
Equipment Rental & Lease	98,400	75,400	50,000	(25,400)
Licenses & Permits	3,500	3,500	3,500	-
Contracted and General Services	735,675	620,150	682,750	62,600

Transit - Details

TRANSIT SERVICES - Budget Details

(Pg 4 of 5)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Protective Apparel	63,375	70,375	32,264	(38,111)
Food Cost	1,200	1,200	1,200	-
Equipment	5,000	5,000	-	(5,000)
Consumables	50,000	20,000	40,000	20,000
Consum - Small Tools	2,000	2,000	2,000	-
Chemicals And Salts	20,000	20,000	20,000	-
Plumbing Supplies	5,000	5,000	5,000	-
Electrical Supplies	5,000	5,000	5,000	-
Oth Constr/Maint Supply	200,000	50,000	75,000	25,000
Electricity	300,000	300,000	300,000	-
Materials Goods Supplies and Utilities	651,575	478,575	480,464	1,889

Transit - Details

TRANSIT SERVICES - Budget Details

(Pg 5 of 5)

	2019 Budget	2019 Projection	2020 Proposed Budget	Change
Expenses:	19,347,585	18,467,060	18,242,035	(225,025)
NET	(17,902,280)	(16,918,755)	(16,784,035)	134,720

QUESTIONS?