

1. List of Reductions to 0% Tax Increase

This would require direction from Council in order for staff to deviate from the Council approved strategic plans such as the Financial Strategy and/or an adjustment of current levels of services. The financial strategy is building on increasing reserves, paying down debt, investing in infrastructure and keeping tax increases affordable.

2. Energy savings from LED conversions in facilities

Between 2016 and 2018 an annual estimated total of \$90K is being saved as a result of reduced energy consumption.

3. Of the increases, what are controllable and what aren't (fixed vs. variable)

Of the increased expenditures, approximately \$3 Million is uncontrollable for items such as Salaries, Insurance, Inflation, etc.

4. How does the 2019 Proposed Tax Increase compare to the 2018 Proposed Tax Increase?

2018 Proposed Tax Increase was 2.29%

2019 Proposed Tax Increase is 2.52%

5. Methodology for Penalties on Tax Interest

Based on a 3 year average

6. How much did we budget for supplemental in 2018 and what were actuals?

Sups budgeted for 2018 = \$1,861,700

Actual was \$2,542,890

Favourable variance of \$681,190

7. What was growth in 2018?

Budgeted 1.4% for sups in 2018

8. Details of each Councillor budget/personnel costs including compensation and 1/3 on a separate line

See attachment #1

9. Professional Services – throughout organization

See attachment #2

10. Innovation and Transformation – breakdown of budget and where the transfers came from

The Director of Recreation and Culture was transferred to the City Manager's Office to start up and lead TeachingCity, oversee Diversity and Inclusion and manage projects that span the scope of the organization.

Salary was off-set by repurposing the Operational Supervisor in RCS. No new FTE was created.

The Accessibility Coordinator position was transferred from Development Services to Innovation & Transformation branch to align with the Diversity & Inclusion Plan.

The balance of the branch comprises two contract positions.

From a staffing perspective there is a variance of approximately \$55,000. The reasons for those variance are step progression and general wage increase for City staff, contract costs for the Diversity & Inclusion Officer and 1/4 of the cost of a shared contract resource for TeachingCity with the balance being funded by our post-secondary partners.

11. HR comparison of staff compared to Durham Region

Durham Region has 53 corporate HR staff not including other department specific HR personnel

12. Legal – send Council copies of last two risk reports

Underway

13. One page explanation of Personnel Costs in 050

See attachment #3

14. Innovation and Transformation – snippet of plans for sessions in 2019

See attachment #4

15. Charge backs for Purchasing services provided to projects (full cost recovery?) per municipal comparators

Surveyed 14 municipalities, including those in Durham Region, GTA municipalities and several of our municipal comparators. Only two (2) municipalities charge Purchasing time to projects and both of those municipalities, only charge a portion of 1 or 2 staff member's time of their total staff complement.

16. Printing – provide details why projected actuals are lower than budgeted

As of January 17, projected actuals reflect \$26,000 below budget - staff vacancy in 2018, new staff not at job rate, staff on unpaid leave for 2.5 months, Canada Post strike, budget included

overtime to print budget in December, Revenues include recovery for election printing and tax sale recovery

17. Value of services provided by IT to OSCC & Library

IT services to Library = \$279,780

IT services to OSCC = \$349,317

18. Operations – how much is spent on road maintenance ...sweeping & cleaning

\$491K for flushing and sweeping in 2018

19. Operations – how much is spent on park cleaning

\$344K in 2018

20. Is there a fee for paper boxes or utility boxes on blvds?

\$50.00 per box in 2019

21. Who is monitoring utility repairs?

Operations Patrol is monitoring and reporting back to utility companies for repair.

22. How much capital is spent on parks rehabilitations?

\$1.9 million listed in 2019 Capital Projects

23. How many playground parks are being repaired/replaced a year

We currently have 5 in 2019. We are developing a strategy in 2019 to identify priorities and number of parks and associated cost to Council.

24. Do we survey/reflect the demographic of who is using parks?

When considering park redevelopments we use a variety of tools to understand residents' needs for example, public engagement/consultations, feedback from residents, surveys and demographic information.

25. Have you investigated increased garbage collection in summer months?

No, would require Regional approval and full cost review along with routing

26. Have you investigated compost collection twice a week?

No, would require study and costing should Council direct staff to undertake this.

27. How many seniors have sidewalk clearing by ward?

Ward 1 = 145
Ward 2 = 374
Ward 3 = 527
Ward 4 = 653
Ward 5 = 385

See attachment # 5

28. Have you investigated a south end transfer station or roll off container?

This is a Regional responsibility.

29. List of when we increased suppression staff over past 20-25 years

Staff were increased in 2001, 2003, 2004 and 2006

30. Number of transportation & cost for animal TNR (cost of housing / professional services)

2017 = \$157,707

2018 = \$155,466

31. How much is in budget for public consultation related to GO Metrolinx

Future consultations would be accommodated under the umbrella of existing line items.

32. Details related to Wentworth/Simcoe CIPs – Urban Growth Reserve Balance

Balance of the Reserve as of Dec 31/18 = \$342K

33. Provide Line details of revenues in Development Services

Revenues in Planning Services relate to development application fees.

34. A breakdown of dollar increases and percentage increase of 2019 salaries and wages by department, by management and by Collective Bargaining Agreements over the 2018 approved operating budget 'base'.

Significant amount of work to prepare, will send it out as it's prepared

35. MPAC:

- a) written details received from MPAC regarding its forecast which indicated the City should approach decreasing the impact of growth in 2019 to 1.2%;**
- b) details of the concerns MPAC cited regarding assessments at risk in 2019; and**
- c) details of MPAC projections of major tax appeals impact in 2019**

a) No formal written communication is available.

b) Some of the concerns cited for 2019 relate to the write down of property assessments for the Oshawa Centre, General Motors HQ and Minacs. To a larger extent, the concerns relate to the level of building permits issued in 2018 compared to 2017.

c) MPAC projections are unknown at this time.

36. What are the overtime charges in Fire Services? Actuals and Budget

2017 Budget

- 391 Fire Prevention - \$5000
- 392 Training - \$500
- 393 Fire Suppression - \$530,000
- 396 Communications - \$60,000

2017 Actuals

- 391 Fire Prevention - \$7,166
- 392 Training - \$5,171
- 393 Fire Suppression - \$704,359
- 396 Communications - \$88,187

2018 Budget

- 391 Fire Prevention - \$7,000
- 392 - Training - \$500
- 393 Fire Suppression - \$530,000
- 396 Communications - \$70,000

2018 Actuals

- 391 Fire Prevention- \$14,556.55
- 392 Training - \$517.59
- 393 Fire Suppression - \$934,104.52
- 396 – Communications - \$153,484.71

2019 Budget

- 391 Fire Prevention = \$9,000
- 392 = \$500
- 393 Fire Fighting = \$600,000
- 396 Dispatch = \$80,000

37. When budgeting utility costs, what inflation factor is applied, how is it calculated and which City facilities have had utility cost savings, and how significant are they?

Inflation on utilities varies annually. The City's electricity procurement consultant provides annual estimated inflationary increases based on the City's consumption and profile. Finance Staff review the natural gas market annually and estimate an inflationary increase based on the City's consumption. Water and Sewer rates are provided by the Region of Durham.

All City facilities are considered for energy savings projects. Specific selection is based on age and reliability of existing systems, and incentive projects available at that time. Between 2016 and 2018 an annual estimated total of \$90k is being saved as a result of reduced energy consumption. This saving is a result of projects completed at Civic Field House and Pool, Northview CC, Delpark Homes CC, Harman Arena and Donevan RC.

38. On the 2019 Budget Overview Variance Summary, the first item on the Expenditures list has been reworded from the 2018 Budget “Salary and Benefit Increases” to “Salary and Benefit Adjustments”. As language in all Budget documents needs to be as clear and precise as possible “Adjustments’ should not be used when overall financial plus or minus changes are being indicated. (Also the line ‘Departmental Budget Adjustment’ should be called it what is it here, “Department Budget Increase”.)

For consideration in 2020 budget

39. For greater transparency and the public’s easier understanding, in the one-page Overview Summary, the single column containing both increases and decreases should be put into two separate columns. Brackets indicating (decrease) should not be used around Revenues which have increased. Also, two more columns should be added to provide the % increase or decrease from the approved previous year’s Budget. Also for ease of reference each line should be numbered.

For consideration in 2020 budget

40. The proposed 2019 Capital Budget Binder has 77 Project Detail Sheets that are not numbered. In future they should be numbered. Also, the tiny print size used on the summary pages listing each proposed project on one line, is brutal to read. Each line of the one-line summary lists should be numbered and printed in 12 point Arial font.

For consideration in 2020 budget

41. What was the amount and terms of reserve payment for transition to Durham Insurance Pool in 2017?

The amount borrowed from the insurance reserve for the six month bridge period to going the Durham Municipal Insurance Pool was \$560,000 to be repaid to the reserve.

42. What are the details and formula for the calculation to cap up Council compensation with the elimination of the 1/3 Income Tax exemption?

Payroll calculation that took in to account salaries, benefits, mileage, stipends and compared current value to the grossed up value

43. What was the total annual amount of HST rebated to the City in 2018 and where was the rebate money was directed?

The total rebate for 2018 (January to November) is \$3,058,969.72. December 2018 return has not been filed as of January 21, 2019.

The HST rebate is directed to the Balance Sheet when received. When the City receives an invoice the HST is charged to us by the supplier and is paid though Accounts Payable. The allowable rebate portion is applied to a Receivable account on the Balance Sheet and the non-rebate portion is expensed against the related expense accounts across the organization.

44. Who determines if rebate payments are returned to the payee and why might they may not be rebated. For example, when the full 13% HST is charged for a service, such as an Annual Fire Permit. Are some municipal permit fees not exempt from HST?

When the City collects HST on any good or service the full amount of 13% is remitted to the Canada Revenue Agency.

45. Request details which projects and services in the proposed 2019 Capital Budget include or exclude HST? Note in Report CS-19-07 re Updated Fire Master Plan and Community Risk Assessment states the amount 'exclusive of HST'.

All projects in the Capital Budget include non-rebate-able HST, although reports often reference the price exclusive of HST.

46. Placing a hold on the disclosure of the dollar amounts for proposed projects and service contracts in the 2019 Capital Budget and providing department summaries to the public hopefully will result in a more competitive bidding process. But several 2019 Reports presented to Standing Committees contain budget amounts. For example, refer to the report in 12 above CS-19-06, or CS-19-01. What is the plan to ensure the tender process is competitive when a simple search of the city's website indicates what project funding ceilings have been approved?

Subject to review by Finance Committee.

47. What is the expected cost recovery amount from the used vehicle sales that would offset the fleet vehicle purchases list?

The cost recovery is subject to market conditions.

48. What is the scope of remedial work required at the city owned Ritson Rd. N. property?

Budget is based on demolition of the existing dwelling and decommissioning of the well.

49. Wasn't 625 Raleigh property declared surplus?

Why wouldn't the City put it on the market 'as is, where is', and buyers pay for Phase 1 and 2 purchases?

Did the City do Phase 1 and 2 for the McCord 991 Simcoe St, or Ritson Rd Works Depot sales?

Only a portion of 625 Raleigh Avenue (not the entire site) was declared surplus by City Council on May 1, 2017.

Second question should be discussed in camera as it relates to a real estate matter.

No

50. What has been done to reduce security spread and decrease burgeoning security costs? What are the number of incident reports at City Hall, and where is the demand coming from?

Corporate Services Committee Confidential report on February 4, 2019 will address this.

51. How many union grievances have been filed?

52 in 2017

71 in 2018

52. What was the matrix score for improving Rotary Park and Rotary Pool?

No score as the project has not been approved by council.

53. Will the 5 new playground equipment and park redevelopment projects in the 2019 proposed Capital Budget be sent out as one tender for economies of scale?

Yes, attempts will be made to tender together.

54. How many storm water ponds are in the city, and which ones are designated to be cleaned up with the funds in 54-0062?

Total of 24 in the City, 1 will be cleaned in 2019.

55. Why is Building Permit Revenue no longer a separate Revenue item on the Overview Summary? and Gasoline and Diesel no longer on the Expenditures list?

The items in the overview are simply changes in budgets so these items did not change from 2018 to 2019.

56. Request fund amounts allotted to each of the City's four Advisory Committees.

In budget binder

- 57. Re: change in recovery of Engineering staff costs and overhead funding as directed in INFO-18-128. Request two examples of the accounting procedure for development related capital projects to more clearly understand the procedure, one pre-2019 and one with the change being implemented.**

Capital projects funded from Federal Gas Tax included a tax levy component that covered staff time. This amount covered overhead costs related to staff time such as vehicle costs, vacation, sick, etc. so essentially the City was charging the City for overhead. By removing this component from the project funding, it's allowed the City to better utilize the Federal Gas Tax funds and eliminate the tax levy component.

- 58. Capital Project 71-0069 description states it is 'not limited to structure replacement over Goodman Creek and improvements to watercourse lowering'. Does this project include work forecast in Project 54-0030?**

Project 71-0069 does not include work from project 54-0030. Project 71-0069 includes the structure work/replacement and related creek and landscape work in the immediate vicinity of the structure. Project 54-0030 is work related exclusively to creek erosion along the watercourse between Rossland Road and Bermuda Avenue.

- 59. Project Detail Sheet 72-0025 contains a proposed one-year contract position cost of \$100,000. Do the City's contract positions include a probationary period? Has this position been included in Operating Budget? Also \$650,000 is referred to as the total project cost in the 2nd last line. In keeping with the new policy to ensure a competitive tender process, Capital Project costs in 2019 are only being published in summary, so shouldn't this funding amount be held back?**

This position is up to 1 year and as it's a contract position, there is no probationary period.

This is not included in the Operating Budget. See City Manager's email dated January 23.

- 60. In future, why not identify the City Ward(s) related to each proposed Capital Project?**

Consideration for 2020 budget

- 61. How many parking lots will be covered with the funds allocated to repair parking lot deterioration in Project 72-0043? The Capital Project description states 'repairs will be prioritized for each year'. Is there a list of prioritized parking lots for 2019? Over how many years will it be before this funding amount is depleted? Will the new surfaces include new Accessibility Design Standards?**

There is no set allocation for specific locations. Funds are used in priority locations until depleted.

Prioritized based on condition, and those earmarked for future remove and replacement: Columbus, Children's, Donevan, Harman, Kingside, City Hall.

It is expected that this project/amount will be required annually for the foreseeable future.

There is no opportunity to improve design standards as part of this program. Future site specific Capital projects for complete remove and replacement will include consideration of such upgrades.

- 62. Re Detail Sheet 73-0007, which subdivision agreements are included in this funding for the City's share of financing for road/culvert/bridge work on arterial/collector sized roads? Do the developers have any obligation to contribute to culvert installation, and if not, considering the number of creeks in Oshawa can a policy be enacted that there is a requirement they share in the financing of culverts?**

This project covers the City's outstanding obligations for stage 2 services for all executed subdivision agreements.

The current Development Charge Background Study identifies culverts on collector and local roads as 100% developer cost. Development Charge Background Study is currently under review and will be updated in 2019.

- 63. Re Detail Sheet 73-0448, what is the timeline and gross funding required for the future phases of Britannia/Thornton connectivity to Windfields Farm Dr. that will include a new arterial road and bridge over Oshawa Creek? Re the sentence "the design for the road and bridge was brought to 90% by the developer's consultant...who paid the developer's consultant for this work, the City or the developer? Although it is and has been the City's responsibility to construct Arterial C roads and bridges, is there a point in future DC charges where this responsibility can be changed to include more developer sharing in these construction costs?**

The remaining project phases have been included in the forecast budget as follows: Bridge Construction (2021), Stage 1 Road (2021), Stage 2 Road (2023).

The 90% design was completed by the developer's consultant and paid for by the developer as part of the subdivision agreement. This project is to retain the consultant of record to complete the design package to 100%.

The Development Charge Background Study is currently under review and is the opportunity for changes in growth cost sharing policies.

- 64. Re Detail Sheet 73-0451, request for copies of previously approved projects 16-73-0029 and 17-71-0048. The City and Region of Durham are reviewing a road rationalization plan – where does this project request fit in with the time-line of Conlin Rd. being changed from a local to a Regional road?**

Currently the Region has not identified Conlin Road as being a candidate for rationalization at this time.

- 65. Re Detail Sheet 73-0464 Why is the fund amount described as the full amount when the Oshawa Port Authority is paying 50%?**

The total cost must be approved for the City to tender the project.

66. Re Detail Sheet 74-0006 Is this project actual construction of a cycling route with an edge line? Request more specifics related to what and where this funding amount will be applied.

This funding is to paint the lines in the designated areas as approved by Council

67. Re Detail Sheet 74-0041. In the Financing Sources there is a 'Contribution from partners' note. Who are the 'partners' involved in this asphalt preservation and rehabilitation of various roads?

Partner is Clarington in accordance with boundary road agreement.

68. Re Detail Sheet 75-0114 there should be assurances that the sidewalk will be completed this summer before the Greenhill Ave school opens. Can the City enter into an agreement with the Region that includes a penalty for delay?

The City does not control the delivery of any Regional projects.

The Corporation of the City of Oshawa
Members of Council Remuneration and Expenses

Category	B. Chapman	D. Giberson	J. Gray	J. Hurst	R. Kerr	T. Marimpietri	B. Marks	R. McConkey	J. Neal	B. Nicholson	Total	D. Carter	Total
Salaries	46,038	46,038	46,038	46,038	46,038	46,038	46,038	46,038	46,038	46,038	460,380	93,527	553,907
Chair/Vice Chair/Deputy Mayor	3,347	957	3,347	957	3,347	3,347	3,347	957	-	957	20,563	-	20,563
In lieu of OMERS (RAP)	6,311	6,061	6,311	6,061	6,311	6,311	6,311	6,061	6,431	6,061	62,230	17,262	79,492
1/3 tax free change salaries	15,204	15,444	15,204	15,444	15,204	15,204	15,204	15,444	13,531	15,444	151,327	46,750	198,077
Sub total	70,900	68,500	70,900	68,500	70,900	70,900	70,900	68,500	66,000	68,500	694,500	157,539	852,039
Benefits	10,358	10,258	10,358	10,258	10,358	10,358	10,358	10,258	10,158	10,258	102,980	7,596	110,576
1/3 tax free change benefits	942	942	942	942	942	942	942	942	942	942	9,420	1,833	11,253
Car Mileage/Allowance	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	5,200	52,000	5,200	57,200
Councillor Expense Allocation	500	1,500	1,500	1,500	500	500	1,500	1,500	500	500	10,000		
Total	87,900	86,400	88,900	86,400	87,900	87,900	88,900	86,400	82,800	85,400	868,900	172,168	

1/3 tax free adjust
209,330

Professional Services in the 2019 Budget

40000 Advertising
40010 Advertising-Recruiting
41000 Communications
41100 Carcass Disposal Fees
41300 Regional Radio System Costs
42000 Insurance
42020 Public Relations
42050 Intergovernmental Relations
42265 Insurance for Small Groups
43000 Professional and Technical
43002 Armoured Services
43003 Corporate Guard Services
43004 Fire Services Security
43010 Prof & Tech-Litigation/Convey
43015 MTO ARIS Fees
43030 Prof & Tech-Consulting Fees
43050 Prof & Tech-Audit Fees
43060 Management Contract
44000 Civic Receptions & Meals
44010 Employee Recognition
45000 Travelling Expenses
46000 Car or Mileage Allowance
47000 Seminars & Training
47100 Education & Training-Corporate
48000 Memberships & Dues
48010 HWIN Annual Registrations
48050 Chattels & Fixtures
49000 Contracted Services
49003 Contract Revenue Payout
49005 Kitchen
49006 Property Standards Honorarium
49007 Hearing Officer Honorarium
49330 Events/Promo Expense
49410 Mayor's Scholarship Award
49477 100th Anniversary Contribution
49600 Teaching City
49601 Smart Cities
49999 Event In-Kind Expenses

Program 050	2018 Projected Actual	2018 Budget	2019 Budget	'18 Actual to '19 Budget	'18 Budget to '19 Budget	Comments
As per 2019 Budget Submission	2,045,201	2,155,719	2,373,600	328,399	217,881	
General Wage Increase, Re-rates and Step Progressions				60,832	115,413	
Salary Savings				63,417	30,711	Related to the vacancy for A/R Clerk & Asset Mgmt Co-ordinator until hiring complete in 2019
Asset Management Co-ordinator				122,513	20,203	Repurposed Headcount from vacancy. Budgeted in 2018 but not filled, expected to be filled by end of Q1 2019
A/R Position				81,637	51,554	Transferred from Program 063 (within Finance Services)
				328,399	217,881	

Listing of Fall 2018/Winter 2019 City Idea Lab Courses

Fall 2018 Courses (September – December)

Post-secondary Institution	Undergraduate or Graduate Course	Challenge Questions	Type
University of Ontario Institute of Technology	Undergraduate	How might the City engage youth in priority neighbourhoods?	Full Course
University of Ontario Institute of Technology	Graduate	How might the City engage youth in priority neighbourhoods?	Full Course

Winter 2019 Courses (January – April)

Post-secondary Institution	Undergraduate or Graduate Course	Challenge Questions	Type
University of Ontario Institute of Technology	Undergraduate	How might the City becoming a more welcoming community for newcomers and the diverse student population?	Full Course
University of Ontario Institute of Technology	Undergraduate	How might the City engage residents to help build community pride?	Full Course
University of Ontario Institute of Technology	Undergraduate	How might the City design a Wi-Fi network in the downtown?	Project
Durham College	Undergraduate	How might the City engage art to tell the stories of Oshawa's residents?	Full Course
Durham College	Undergraduate	How might the City better map its cultural assets?	Project
Trent Durham GTA	Undergraduate	How might the City engage youth in priority neighbourhoods?	Full Course
Trent Durham GTA	Undergraduate	How might the City address various aspects of risk? (Various scenarios presented)	Modified Course

Snow Clearing Assistance Program Locations by Ward

- Ward 1: 145
- Ward 2: 374
- Ward 3: 527
- Ward 4: 653
- Ward 5: 385

