

2017
City of Oshawa
Operating Budget by Department

Department: CORPSERV Corporate Services

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Corporate Services Admin	266,614	257,859	258,150					258,150	291	0.1
Corporate Communications	665,691	665,039	678,960					678,960	13,921	2.1
City Clerk Services	2,436,713	2,509,891	2,504,670	700	980		(8,518)	2,497,832	(12,059)	(0.5)
Facilities Management Services	3,707,904	3,770,428	3,898,090	(2,400)	74,105		34,000	4,003,794	233,366	6.2
Information Technology Serv	5,005,981	5,041,481	5,081,024		(851)	(11,000)	20,000	5,089,173	47,692	0.9
Municipal Law Enforcement	2,675,430	2,808,787	2,870,048	114,900	(315,128)	800	(39,671)	2,630,949	(177,838)	(6.3)
Total Corporate Services	14,758,333	15,053,485	15,290,942	113,200	(240,894)	(10,200)	5,811	15,158,858	105,373	0.7

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Budget by Program: 020 Corp Serv Admin

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Corporate Services Admin										
020 Corp Serv Admin										
Personnel Costs	258,863	248,809	249,100					249,100	291	0.1
Program and Office Supplies										
Professional Services	7,751	9,050	9,050					9,050		
Total 020 Corp Serv Admin	266,614	257,859	258,150					258,150	291	0.1

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Budget by Program: 012 Communication - Administration

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Corporate Communications										
012 Communication - Administration										
Personnel Costs	610,782	609,439	616,000					616,000	6,561	1.1
Program and Office Supplies	14,681	15,000	15,360					15,360	360	2.4
Professional Services	40,228	40,600	47,600					47,600	7,000	17.2
Total 012 Communication - Administration	665,691	665,039	678,960					678,960	13,921	2.1

Variance Explanation:

Step increase in salary

Reversal of one-time 2016 budget reduction

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Budget by Program: 030 Administration - City Clerk

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
City Clerk Services										
030 Administration - City Clerk										
Personnel Costs	629,613	646,948	642,200					642,200	(4,748)	(0.7)
Program and Office Supplies	2,738	3,700	3,760					3,760	60	1.6
Professional Services	20,991	21,100	21,100		2,280			23,380	2,280	10.8
Contribution to Capital	800	800					600	600	(200)	(25.0)
Operating Revenue	(28)	(100)	(100)				(100)	(100)		
Total 030 Administration - City Clerk	654,114	672,448	666,960		2,280		600	669,840	(2,608)	(0.4)

Variance Explanation:

Salary savings from position not at max

**2017
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Budget by Program: 033 Corporate Records

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
City Clerk Services										
033 Corporate Records										
Personnel Costs	263,478	271,635	272,700					272,700	1,065	0.4
Program and Office Supplies	688	700	710				1,000	1,710	1,010	144.3
Professional Services	18,307	17,100	17,100	700			(75)	17,725	625	3.7
Maintenance and Repairs	698	900	900					900		
Contribution to Capital	500	500					1,300	1,300	800	160.0
Operating Revenue	(5,920)	(5,300)	(5,300)		(200)			(5,500)	(200)	3.8
Total 033 Corporate Records	277,751	285,535	286,110	700	(200)		2,225	288,835	3,300	1.2

Variance Explanation:

Additional supplies required for the proper conservation/preservation of historical records maintained in the City's records retention areas

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Budget by Program: 041 Service Oshawa

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
City Clerk Services										
041 Service Oshawa										
Personnel Costs	1,508,609	1,553,808	1,551,900				(14,043)	1,537,857	(15,951)	(1.0)
Program and Office Supplies	13,148	14,200	14,300		(1,100)			13,200	(1,000)	(7.0)
Professional Services	8,955	9,200	9,200		300			9,500	300	3.3
Contribution to Capital	470	500					2,700	2,700	2,200	440.0
Contributions and Financial Chg	3,596	4,100	4,100		(500)			3,600	(500)	(12.2)
Operating Revenue	(27,695)	(29,900)	(27,900)		200			(27,700)	2,200	(7.4)
Recoveries	(2,236)									
Total 041 Service Oshawa	1,504,847	1,551,908	1,551,600		(1,100)		(11,343)	1,539,157	(12,751)	(0.8)

Variance Explanation:

Salary savings for Administrative position

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Budget by Program: 340 Facility Management Admin

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Facilities Management Services										
340 Facility Management Admin										
Personnel Costs	772,855	857,870	868,200		(52,600)			815,600	(42,270)	(4.9)
Program and Office Supplies	3,500	3,600	3,656	600				4,256	656	18.2
Building/Equipment Supplies										
Professional Services	26,200	27,400	28,900		9,425			38,325	10,925	39.9
Maintenance and Repairs	135,000	105,000	105,000					105,000		
Contribution to Capital										
Total 340 Facility Management Admin	937,555	993,870	1,005,756	600	(43,175)			963,181	(30,689)	(3.1)

Variance Explanation:

Return of 2016 gapping offset by removal of temporary staff budget

Training for new staff

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Budget by Program: 341 Operat'l Maint-City Facilities

Facilities Management Services	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
341 Operat'l Maint-City Facilities										
Personnel Costs	561,759	561,631	564,732		22,123			586,855	25,224	4.5
Program and Office Supplies	2,163	2,163	2,271		(10)			2,261	98	4.5
Building/Equipment Supplies	34,922	43,200	43,424		616			44,040	840	1.9
Professional Services	10,200	14,200	14,200		6,500			20,700	6,500	45.8
Maintenance and Repairs	626,945	637,700	643,856	(3,000)	18,108		20,000	678,964	41,264	6.5
Utilities	1,388,491	1,383,383	1,492,816		92,109			1,584,925	201,542	14.6
Contribution to Capital	8,000	8,000					14,000	14,000	6,000	75.0
Operating Revenue	(56,400)	(65,700)	(65,700)					(65,700)		
Recoveries	(5,300)	(5,300)	(5,300)					(5,300)		
Total 341 Operat'l Maint-City Facilities	2,570,780	2,579,277	2,690,299	(3,000)	139,446		34,000	2,860,745	281,468	10.9

Variance Explanation:

Contractual adjustments

Reallocation of budget for Pump House on Carriage Works Drive

Reallocation of budget from Animal Services

Capital repairs at the Tourist Information Centre

Glass partition for the Councillor office counter

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Budget by Program: 343 Oshawa Housing

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Facilities Management Services										
343 Oshawa Housing										
Professional Services	39,000	40,000	40,810					40,810	810	2.0
Maintenance and Repairs	101,756	91,114	91,237		86			91,323	209	0.2
Utilities	42,700	48,717	52,137		(5,002)			47,135	(1,582)	(3.2)
Contributions and Financial Chg	25,174	24,300	24,300		700			25,000	700	2.9
Operating Revenue	(122,995)	(127,500)	(127,500)		(1,200)			(128,700)	(1,200)	0.9
Total 343 Oshawa Housing	85,635	76,631	80,984		(5,416)			75,568	(1,063)	(1.4)

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Budget by Program: 344 Energy Management Services

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Facilities Management Services										
344 Energy Management Services										
Personnel Costs	79,573	83,549	83,950					83,950	401	0.5
Professional Services	34,362	37,100	37,100		(16,750)			20,350	(16,750)	(45.1)
Total 344 Energy Management Services	113,935	120,649	121,050		(16,750)			104,300	(16,349)	(13.6)

Variance Explanation:

Membership moved to corporate account

**2017
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Budget by Program: 080 Administration - ITS

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Information Technology Serv										
080 Administration - ITS										
Personnel Costs	260,220	257,177	263,600					263,600	6,423	2.5
Program and Office Supplies	3,647	3,700	3,732					3,732	32	0.9
Professional Services	54,643	55,700	58,000				20,000	78,000	22,300	40.0
Maintenance and Repairs	576,810	581,000	581,000			(11,000)		570,000	(11,000)	(1.9)
Contribution to Capital	3,058	3,000	3,000					3,000		
Operating Revenue										
Total 080 Administration - ITS	898,378	900,577	909,332			(11,000)	20,000	918,332	17,755	2.0

Variance Explanation:

Incremental training required to support new staff roles in newly aligned organization structure

Computer lease savings due to improved efficiencies in the server environment

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Budget by Program: 081 Application Support

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Information Technology Serv										
081 Application Support										
Personnel Costs	1,111,267	1,141,968	1,154,300		6,000			1,160,300	18,332	1.6
Total 081 Application Support	1,111,267	1,141,968	1,154,300		6,000			1,160,300	18,332	1.6

Variance Explanation:

Increased OT required to upgrade and support systems during off peak hours

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Budget by Program: 083 Client Support Services

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Information Technology Serv										
083 Client Support Services										
Personnel Costs	349,731	350,904	352,300					352,300	1,396	0.4
Total 083 Client Support Services	349,731	350,904	352,300					352,300	1,396	0.4

**2017
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Budget by Program: 084 Computer Operations

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Information Technology Serv										
084 Computer Operations										
Personnel Costs	434,644	434,784	446,600					446,600	11,816	2.7
Maintenance and Repairs	1,236,030	1,236,992	1,236,992		60,849			1,297,841	60,849	4.9
Total 084 Computer Operations	1,670,674	1,671,776	1,683,592		60,849			1,744,441	72,665	4.3

Variance Explanation:

Position reclassification

Increase in computer maintenance budget due to new system maintenance fees and inflationary costs for existing maintenance contracts

**2017
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Budget by Program: 090 Telecommunications

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Information Technology Serv										
090 Telecommunications										
Professional Services	507,400	507,400	512,000		(84,600)			427,400	(80,000)	(15.8)
Maintenance and Repairs	167,482	167,000	167,000		13,900			180,900	13,900	8.3
Total 090 Telecommunications	674,882	674,400	679,000		(70,700)			608,300	(66,100)	(9.8)

Variance Explanation:

Communications cost savings due to a telecommunications system review and new contracted services

Increase in telecommunications equipment maintenance budget due to inflationary costs for existing maintenance contracts and equipment changes

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Budget by Program: 094 Photocopiers

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Information Technology Serv										
094 Photocopiers										
Maintenance and Repairs	104,124	105,000	105,000		3,000			108,000	3,000	2.9
Total 094 Photocopiers	104,124	105,000	105,000		3,000			108,000	3,000	2.9

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Budget by Program: 552 Technical Services

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Information Technology Serv										
552 Technical Services										
Personnel Costs	180,724	180,656	181,300					181,300	644	0.4
Program and Office Supplies	16,200	16,200	16,200					16,200		
Total 552 Technical Services	196,924	196,856	197,500					197,500	644	0.3

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Budget by Program: 034 Licensing and Standards

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Municipal Law Enforcement										
034 Licensing and Standards										
Personnel Costs	713,943	634,452	582,100					582,100	(52,352)	(8.3)
Program and Office Supplies	35,497	36,000	36,000					36,000		
Professional Services	7,244	9,400	9,400		(8,500)			900	(8,500)	(90.4)
Maintenance and Repairs	21,417	21,400	21,400		(296)			21,104	(296)	(1.4)
Contribution to Capital	528	600					1,200	1,200	600	100.0
Contributions and Financial Chg	287	500	1,000		(500)			500		
Operating Revenue	(926,235)	(1,014,300)	(1,014,300)		(11,500)			(1,025,800)	(11,500)	1.1
Total 034 Licensing and Standards	(147,319)	(311,948)	(364,400)		(20,796)		1,200	(383,996)	(72,048)	23.1

Variance Explanation:

Transfer of personnel to program 569 (Municipal Law Enforcement Administration)

Partial reallocation of professional services budget to program 564 (Municipal Law Enforcement)

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Budget by Program: 086 Corporate Security

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Municipal Law Enforcement										
086 Corporate Security										
Program and Office Supplies	7,165	8,500	9,020					9,020	520	6.1
Professional Services	494,818	553,800	553,800	18,000	(1,280)			570,520	16,720	3.0
Maintenance and Repairs	11,129	12,000	17,000					17,000	5,000	41.7
Contribution to Capital	3,000	3,000							(3,000)	(100.0)
Contributions and Financial Chg	56,000	56,000	56,000		(56,000)				(56,000)	(100.0)
Operating Revenue	(14,491)	(7,300)	(7,300)		7,300				7,300	(100.0)
Total 086 Corporate Security	557,621	626,000	628,520	18,000	(49,980)			596,540	(29,460)	(4.7)

Variance Explanation:

Return of on-time 2016 budget reduction

Contractual increase for security services

Transfer contributions and financial charges to Program 110 (Contributions to Reserves)

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Budget by Program: 564 Municipal Law Enforcement

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Municipal Law Enforcement										
564 Municipal Law Enforcement										
Personnel Costs	1,952,077	1,976,555	2,015,600		3,850		(23,221)	1,996,229	19,674	1.0
Program and Office Supplies	20,000	20,000	21,000				19,000	40,000	20,000	100.0
Professional Services	169,527	160,200	160,200	400	8,500		(2,800)	166,300	6,100	3.8
Maintenance and Repairs	150,100	150,100	150,100		10,353	400		160,853	10,753	7.2
Contribution to Capital	17,000	18,800					15,000	15,000	(3,800)	(20.2)
Contributions and Financial Chg	10,011	10,011	10,011		(10,011)				(10,011)	(100.0)
Operating Revenue	(1,124,000)	(1,070,000)	(1,070,000)		(245,500)			(1,315,500)	(245,500)	22.9
Recoveries										
Total 564 Municipal Law Enforcement	1,194,715	1,265,666	1,286,911	400	(232,808)	400	7,979	1,062,882	(202,784)	(16.0)

Return of 2016 gapping offset by 2017 salary savings

Inflationary Increases

Partial reallocation of professional services budget from 034 (Licensing Services)

Transfer of contributions and financial charges to program 110 (Contributions to Reserves)

By-law revisions and increased penalties

**2017
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Budget by Program: 569 Municipal Law Enforce. Admin

	2016 Projected Actuals	2016 Approved Budget	2017 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2017 Proposed Budget	2017 - 2016 Variance \$s	2017 - 2016 Variance %
Municipal Law Enforcement										
569 Municipal Law Enforce. Admin										
Personnel Costs	911,489	1,047,921	1,120,800	94,000			(56,800)	1,158,000	110,079	10.5
Program and Office Supplies	25,960	42,665	40,744	2,500	(3,844)			39,400	(3,265)	(7.7)
Professional Services	27,866	35,100	52,435		(12,900)		800	40,335	5,235	14.9
Maintenance and Repairs	83,694	81,800	81,800		5,200	400		87,400	5,600	6.8
Utilities	21,401	21,583	23,238					23,238	1,655	7.7
Contribution to Capital							7,150	7,150		
Operating Revenue										
Total 569 Municipal Law Enforce. Admin	1,070,410	1,229,069	1,319,017	96,500	(11,544)	400	(48,850)	1,355,523	126,454	10.3

Transfer of personnel from program 034 (Licensing and Standards) offset by 2017 savings from staff on leave