

**2016
City Of Oshawa
Operating Budget**

Budget by Program: 020 Corp Serv Admin

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Corporate Services Admin										
020 Corp Serv Admin										
Personnel Costs	268,514	303,100	248,809					248,809	(54,291)	(17.9)
Professional Services	2,204	7,500	7,500		1,550			9,050	1,550	20.7
Total 020 Corp Serv Admin	270,718	310,600	256,309		1,550			257,859	(52,741)	(17.0)

Variance explanation:

Return to full complement and base budget per 2014 reinstatement of Corporate Services.

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Budget by Program: 012 Communication - Administration

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Corporate Communications										
012 Communication - Administration										
Personnel Costs	599,362	610,500	618,195				(8,756)	609,439	(1,061)	(0.2)
Program and Office Supplies	15,891	11,500	11,780		3,220			15,000	3,500	30.4
Professional Services	35,007	41,100	41,100		6,500		(7,000)	40,600	(500)	(1.2)
Total 012 Communication - Administration	650,260	663,100	671,075		9,720		(15,756)	665,039	1,939	0.3

Variance Explanation:

Program and Office Supplies – increase production of promotional materials

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Budget by Program: 030 Administration - City Clerk

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
City Clerk Services										
030 Administration - City Clerk										
Personnel Costs	639,445	640,400	647,948			(1,000)		646,948	6,548	1.0
Program and Office Supplies	3,444	4,300	4,372			(672)		3,700	(600)	(14.0)
Professional Services	21,543	20,500	20,500		600			21,100	600	2.9
Contribution to Capital	509	500	500				300	800	300	60.0
Operating Revenue	(39)	(100)	(100)					(100)		
Total 030 Administration - City Clerk	664,902	665,600	673,220		600	(1,672)	300	672,448	6,848	1.0

Variance explanation:

Personnel Costs - increases due to contractual increases

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Budget by Program: 033 Corporate Records

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
City Clerk Services										
033 Corporate Records										
Personnel Costs	243,941	250,400	271,835				(200)	271,635	21,235	8.5
Program and Office Supplies	643	700	710			(10)		700		
Professional Services	15,964	17,300	17,300	500	(700)			17,100	(200)	(1.2)
Maintenance and Repairs	601	900	900					900		
Contribution to Capital	1,939	2,000	2,000				(1,500)	500	(1,500)	(75.0)
Operating Revenue	(5,160)	(4,500)	(4,500)		(800)			(5,300)	(800)	17.8
Total 033 Corporate Records	257,928	266,800	288,245	500	(1,500)	(10)	(1,700)	285,535	18,735	7.0

Variance explanation:

Personnel costs – File Clerk position re-evaluated and reclassified as Records and Information Analyst and associated membership costs

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Budget by Program: 041 Service Oshawa

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
City Clerk Services										
	1,496,218	1,493,500	1,553,808					1,553,808	60,308	4.0
	16,523	13,900	14,000		200			14,200	300	2.2
	7,606	8,800	8,800		400			9,200	400	4.5
	1,299	1,200	1,200		(700)			500	(700)	(58.3)
	4,207	3,100	3,100		1,000			4,100	1,000	32.3
	(28,252)	(27,900)	(27,900)				(2,000)	(29,900)	(2,000)	7.2
	1,497,601	1,492,600	1,553,008		900		(2,000)	1,551,908	59,308	4.0

Variance explanation:

Personnel Costs - increases due to contractual increases

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Budget by Program: 340 Facility Management Admin

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Facilities Management Services										
340 Facility Management Admin										
Personnel Costs	740,102	808,000	863,618				(5,748)	857,870	49,870	6.2
Program and Office Supplies	3,300	3,700	3,778		(178)			3,600	(100)	(2.7)
Building/Equipment Supplies										
Professional Services	23,016	32,000	32,000		(3,100)		(1,500)	27,400	(4,600)	(14.4)
Maintenance and Repairs	140,760	105,000	105,000					105,000		
Contribution to Capital	583	600	600				(600)		(600)	(100.0)
Total 340 Facility Management Admin	907,761	949,300	1,004,996		(3,278)		(7,848)	993,870	44,570	4.7

Variance explanation:

Personnel Costs – variance due to contractual increases and gapping differences

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

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Facilities Management Services										
341 Operat'l Maint-City Facilities										
Personnel Costs	494,322	493,300	500,612	60,969	50			561,631	68,331	13.9
Program and Office Supplies	1,694	2,100	2,163					2,163	63	3.0
Building/Equipment Supplies	34,493	43,200	43,200					43,200		
Professional Services	6,519	14,200	14,200					14,200		
Maintenance and Repairs	450,299	524,300	525,323		115,377		(3,000)	637,700	113,400	21.6
Utilities	1,198,231	1,250,600	1,335,383		48,000			1,383,383	132,783	10.6
Contribution to Capital	23,435	25,800	25,800				(17,800)	8,000	(17,800)	(69.0)
Operating Revenue	(57,791)	(65,700)	(65,700)					(65,700)		
Recoveries	(5,000)	(5,300)	(5,300)					(5,300)		
Total 341 Operat'l Maint-City Facilities	2,146,202	2,282,500	2,375,681	60,969	163,427		(20,800)	2,579,277	296,777	13.0

Variance Explanation:

Personnel Costs – increase in resources to confirm the staffing levels required for maintenance services at the COD

Maintenance and Repairs – increases due to reallocation of budget from the Ritson Depot

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Budget by Program: 343 Oshawa Housing

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Facilities Management Services										
343 Oshawa Housing										
Professional Services	36,800	42,000	42,000		(2,000)			40,000	(2,000)	(4.8)
Maintenance and Repairs	103,376	70,600	70,723		20,391			91,114	20,514	29.1
Utilities	40,393	45,700	48,717					48,717	3,017	6.6
Contributions and Financial Chg	24,119	24,300	24,300					24,300		
Operating Revenue	(128,416)	(127,500)	(127,500)					(127,500)		
Total 343 Oshawa Housing	76,272	55,100	58,240		18,391			76,631	21,531	39.1

Variance Explanation:

Maintenance and Repairs - increases due to aging infrastructure requiring increased maintenance

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Budget by Program: 344 Energy Management Services

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Facilities Management Services										
344 Energy Management Services										
Personnel Costs	50,663	84,800	83,299		250			83,549	(1,251)	(1.5)
Professional Services	31,291	23,500	23,500		13,600			37,100	13,600	57.9
Total 344 Energy Management Services	81,954	108,300	106,799		13,850			120,649	12,349	11.4

Variance Explanation:

Contracted Services – increase due to additional buildings added to the Mayors Megawatt inventory, increase in annual fee

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Budget by Program: 080 Administration - ITS

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Information Technology Serv										
080 Administration - ITS										
Personnel Costs	253,835	254,200	257,177					257,177	2,977	1.2
Program and Office Supplies	3,194	3,700	3,732		(32)			3,700		
Professional Services	52,647	53,700	53,700		4,300		(2,300)	55,700	2,000	3.7
Maintenance and Repairs	544,426	551,000	551,000		30,000			581,000	30,000	5.4
Contribution to Capital	3,000	3,000	3,000					3,000		
Operating Revenue	(50)									
Total 080 Administration - ITS	857,052	865,600	868,609		34,268		(2,300)	900,577	34,977	4.0

Variance explanation:

Professional Services – increase in communications budget to equip IT staff with smartphones

Maintenance and Repairs - increase computer lease budget due to the impact of the US dollar on replacement equipment costs and anticipated equipment changes

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Budget by Program: 081 Application Support

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Information Technology Serv										
081 Application Support										
Personnel Costs	1,120,630	1,135,700	1,141,968					1,141,968	6,268	0.6
Total 081 Application Support	1,120,630	1,135,700	1,141,968					1,141,968	6,268	0.6

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Budget by Program: 083 Client Support Services

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Information Technology Serv										
083 Client Support Services										
Personnel Costs	342,763	349,000	351,904			(1,000)		350,904	1,904	0.5
Total 083 Client Support Services	342,763	349,000	351,904			(1,000)		350,904	1,904	0.5

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Budget by Program: 084 Computer Operations

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Information Technology Serv										
084 Computer Operations										
Personnel Costs	419,764	421,700	432,784		2,000			434,784	13,084	3.1
Maintenance and Repairs	1,116,617	1,119,000	1,119,000		117,992			1,236,992	117,992	10.5
Total 084 Computer Operations	1,536,381	1,540,700	1,551,784		119,992			1,671,776	131,076	8.5

Variance explanation:

Personnel Costs - increase overtime budget based on 2015 actuals (including a transfer from program 083)

Maintenance and Repairs - increase in computer maintenance budget due to new system maintenance fees and inflationary costs for existing maintenance contracts

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Budget by Program: 090 Telecommunications

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Information Technology Serv										
090 Telecommunications										
Professional Services	506,764	501,400	501,400		10,600		(4,600)	507,400	6,000	1.2
Maintenance and Repairs	159,811	162,000	162,000		5,000			167,000	5,000	3.1
Total 090 Telecommunications	666,575	663,400	663,400		15,600		(4,600)	674,400	11,000	1.7

Variance explanation:

Professional Services – increase corporate telecommunications budget based on 2015 actuals

Maintenance and Repairs - increase in telecommunications equipment maintenance budget due to anticipated inflationary maintenance increases and new equipment maintenance

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Budget by Program: 094 Photocopiers

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Information Technology Serv										
094 Photocopiers										
Maintenance and Repairs	103,438	130,000	130,000		(5,000)	(20,000)		105,000	(25,000)	(19.2)
Total 094 Photocopiers	103,438	130,000	130,000		(5,000)	(20,000)		105,000	(25,000)	(19.2)

Variance explanation:

Maintenance and Repairs - reduction in corporate print services budget based on 2015 actuals

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Budget by Program: 552 Technical Services

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Information Technology Serv										
552 Technical Services										
Personnel Costs	178,510	179,100	180,656					180,656	1,556	0.9
Program and Office Supplies	16,211	16,200	16,200					16,200		
Total 552 Technical Services	194,721	195,300	196,856					196,856	1,556	0.8

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Budget by Program: 034 Licensing Permits and Clerical

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Municipal Law Enforcement										
034 Licensing Permits and Clerical										
Personnel Costs	765,877	783,100	807,251		400			807,651	24,551	3.1
Program and Office Supplies	32,407	33,000	33,000		3,000			36,000	3,000	9.1
Professional Services	7,150	9,400	9,400					9,400		
Maintenance and Repairs	19,563	20,000	20,000		1,400			21,400	1,400	7.0
Contribution to Capital	467	600	600					600		
Contributions and Financial Chg	480	1,400	1,400		(400)		(500)	500	(900)	(64.3)
Operating Revenue	(1,016,353)	(970,100)	(970,100)		(44,200)			(1,014,300)	(44,200)	4.6
Total 034 Licensing Permits and Clerical	(190,409)	(122,600)	(98,449)		(39,800)		(500)	(138,749)	(16,149)	13.2

Variance explanation:

Personnel Costs - increases due to contractual obligations

Program and Office Supplies - increase reflects costs associated with designated drivers

Maintenance and Repair - increase to operating costs for two vehicles

Operating Revenue - increase reflects an unpredictable increase in demand for certain licences plus the addition of revenue of associated with designated drivers

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Budget by Program: 086 Corporate Security

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Municipal Law Enforcement										
086 Corporate Security										
Program and Office Supplies	9,000	9,500	9,530		(530)		(500)	8,500	(1,000)	(10.5)
Professional Services	475,217	496,300	496,300		57,500			553,800	57,500	11.6
Maintenance and Repairs	20,000	12,000	12,000		5,000		(5,000)	12,000		
Contribution to Capital	5,000	5,000	5,000				(2,000)	3,000	(2,000)	(40.0)
Contributions and Financial Chg	56,000	56,000	56,000					56,000		
Operating Revenue	(7,300)	(3,000)	(3,000)		(4,300)			(7,300)	(4,300)	143.3
Total 086 Corporate Security	557,917	575,800	575,830		57,670		(7,500)	626,000	50,200	8.7

Variance explanation:

Maintenance and Repairs - increase attributed to increase service calls for security technology (e.g. cameras, access controls)

Operating Revenue - unpredictable year to year, reflects recovery of security costs for third party groups who use City facilities and property and provide security

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Budget by Program: 564 Municipal Law Enforcement

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Municipal Law Enforcement										
564 Municipal Law Enforcement										
Personnel Costs	1,938,580	1,920,400	1,981,955		33,600		(39,000)	1,976,555	56,155	2.9
Program and Office Supplies	25,309	27,000	27,810		(7,810)			20,000	(7,000)	(25.9)
Professional Services	148,699	159,000	159,000		1,200			160,200	1,200	0.8
Maintenance and Repairs	140,898	140,900	140,900		9,200			150,100	9,200	6.5
Contribution to Capital	9,000	8,000	8,000				10,800	18,800	10,800	135.0
Contributions and Financial Chg					10,011			10,011	10,011	
Operating Revenue	(1,019,490)	(1,110,000)	(1,110,000)		40,000			(1,070,000)	40,000	(3.6)
Total 564 Municipal Law Enforcement	1,242,996	1,145,300	1,207,665		86,201		(28,200)	1,265,666	120,366	10.5

Variance explanation:

Personnel Costs - increases due to contractual obligations and a correction in costs for temporary (summer) staff

Contribution to Capital - increase due to necessary replacement of officer body armour

Operating Revenue - decrease in Provincial Offences Act Offences, unpredictable

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Budget by Program: 569 Municipal Law Enforce. Admin

	2015 Projected Actuals	2015 Approved Budget	2016 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2016 Proposed Budget	2016 - 2015 Variance \$s	2016 - 2015 Variance %
Municipal Law Enforcement										
569 Municipal Law Enforce. Admin										
Personnel Costs	806,833	830,800	889,762	2,700	6,500		(24,240)	874,722	43,922	5.3
Program and Office Supplies	31,534	37,700	38,445		1,500		2,720	42,665	4,965	13.2
Professional Services	30,266	46,500	46,500		5,800		(17,200)	35,100	(11,400)	(24.5)
Maintenance and Repairs	83,543	80,800	80,800		1,000			81,800	1,000	1.2
Utilities	19,665	20,100	21,583					21,583	1,483	7.4
Contribution to Capital	467	600	600				(600)		(600)	(100.0)
Operating Revenue										
Total 569 Municipal Law Enforce. Admin	972,308	1,016,500	1,077,690	2,700	14,800		(39,320)	1,055,870	39,370	3.9

Variance explanation:

Personnel Costs - increase due to contractual obligations

Program and Office Supplies - increase in postage costs related to Council approved Tenant Guide, increase in apparel due to a recently hired Operations Coordinator

Maintenance and Repairs - increase due to contractual cost increases in lease of 44 Simcoe Street

Utilities - inflationary increases